

OPL: Adding SHC News Updates re:COVID-19 to Home Screen for personal devices (BYOD)

Purpose: How to add SHC News: Latest Updates regarding COVID-19 to home screen

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Background Information:

COVID-19 news updates are being **continuously updated** on the SHC News: Latest Updates portal as new information from the CDC becomes available, and as SHC Policies and Procedures are updated.

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Who does this workflow apply to?

Staff who have and use a personal device (BYOD: Bring your own device)

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Steps to add SHC News: Latest Updates re: COVID-19

1. Open Safari, and navigate to <https://shconnect.stanfordmed.org>
 - a. Note, you may need to validate your SHC credentials with Duo Mobile
2. Navigate to SHC News Latest Updates on Novel Coronavirus (COVID-19)
3. Tap the 'Send To' icon
4. Scroll down and tap 'Add to Home Screen'
5. Tap the 'Add' button
6. The 'Latest Updates' web link is now on your Home Screen for easy access

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