Jaggaer Mobile App

The Jaggaer Mobile app allows users to perform various tasks with their mobile device. Depending on a user's roles and permissions, availability of tasks will vary.
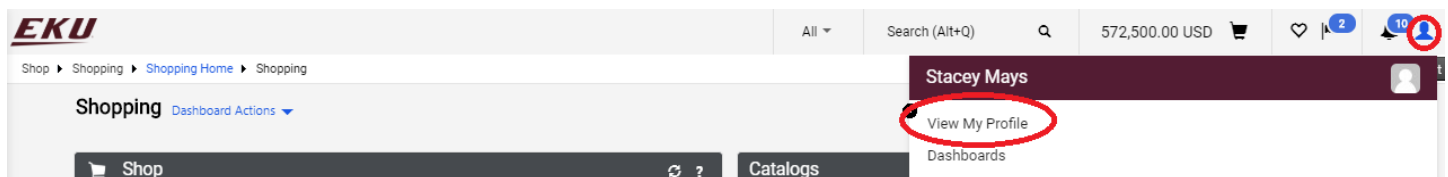
- Manage documents assigned to you for approval.
- Access your action items and notifications.

Supported Devices

The Jaggaer mobile app is currently available for both iOS (version 9.0 and higher) and Android (version 4.0.3 and higher) in their stores. The app will function on an iPad but it is scaled for the smaller iPhone screen.
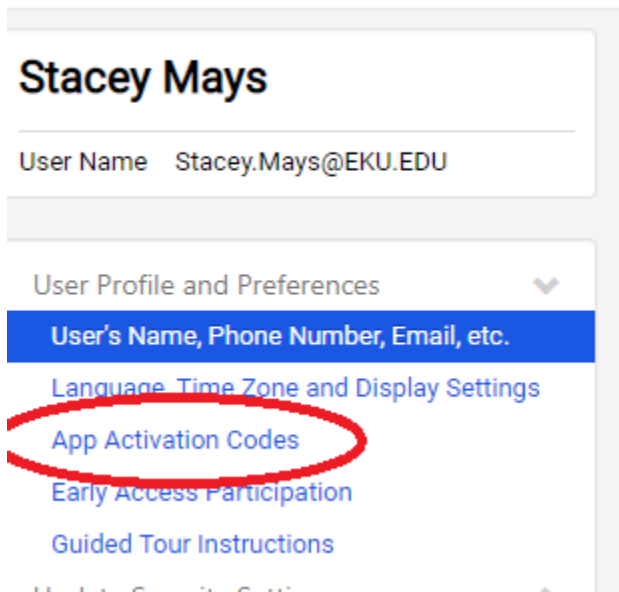
Installing the App

Log into Jaggaer, click on your user icon on the right and then on view my profile.
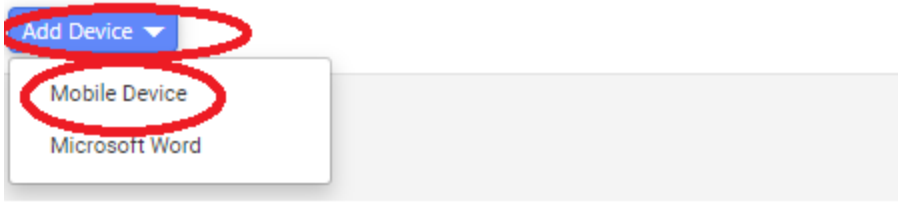

Click on "App Activation Codes"
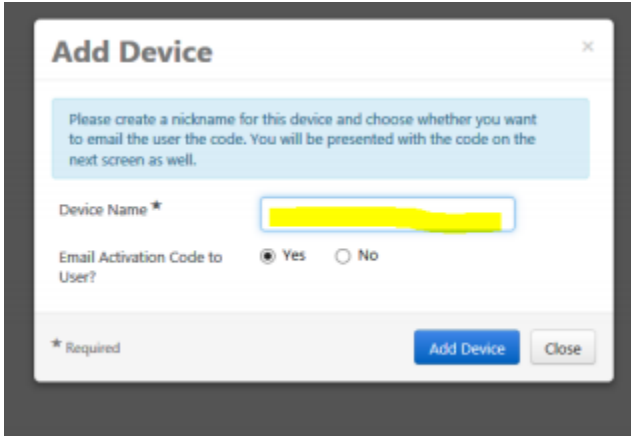

Click on Add Device, then Mobile Device.

App Activation Codes

Use the Add Device button below to generate a new activation code and start t
You will be required to enter a Device Name (i.e. iPhone, Android, computer nar

You will be prompted to create a password. Please note that this password is for the mobile app only, and not for access to Jaggaer through the web, which will continue to use Single-Sign On for authentication.

You will need to name your device. You should choose Yes to email the activation code to your device, but you can always retrieve it in your account settings.
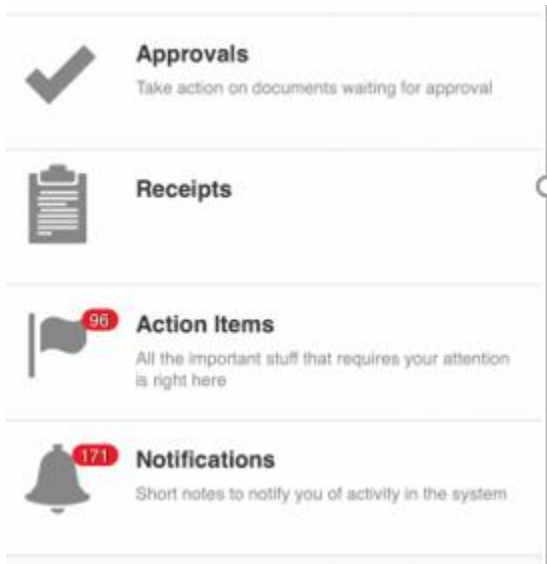

Your authentication code will be displayed.

Download and install the mobile app on your device. For example, in the Apple App Store, you will need to search for "Jaggaer". The correct app is named "Jaggaer", not "Jaggaer Advantage".

Open the app. You will be prompted to sign in with the authentication code from your email or profile screen and the new app password you created.

The homepage should look like this.

Approvals
Take action on documents waiting for approval

Receipts

Action Items
All the important stuff that requires your attention is right here

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Notifications
Short notes to notify you of activity in the system

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