



This guide is for Android 5+ Smartphone users.



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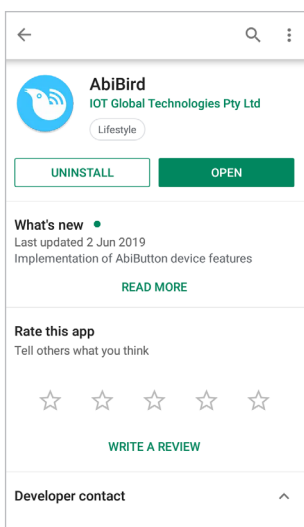
# How to Add Secondary Carers

You can add other carers to your AbiBird account so they also receive activity reports and notifications to their phone. Regardless of how many secondary carers you add, you will always be the primary AbiBird account holder.

To add secondary carers to your AbiBird account, you need to:

1. Have the secondary carer download the AbiBird app
2. Access *Members* page on your (the carer's) app
3. Add secondary carer on your (the carer's) app
4. Have secondary carer login to their app and switch to your account

## Step 1: Have the secondary carer download the AbiBird app



Ask the secondary carer to download the AbiBird app to their phone and create an AbiBird account.

Remember, they will need to verify their email address. (See guide: [How to Download AbiBird App and Create AbiBird Account](#)).

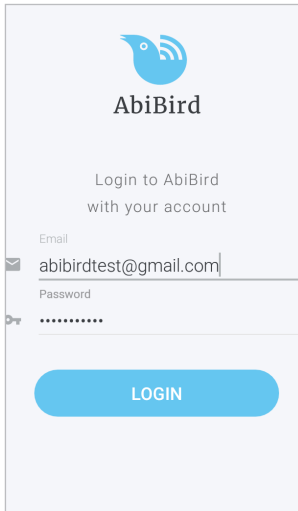


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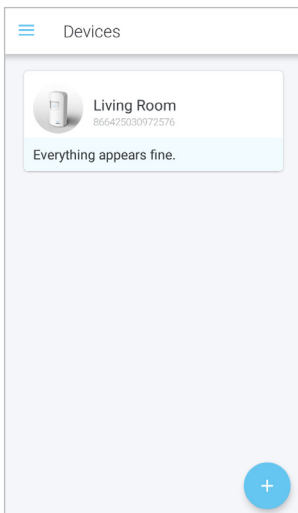
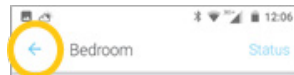
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## Step 2: Access *Members* page on your (the carer's) app

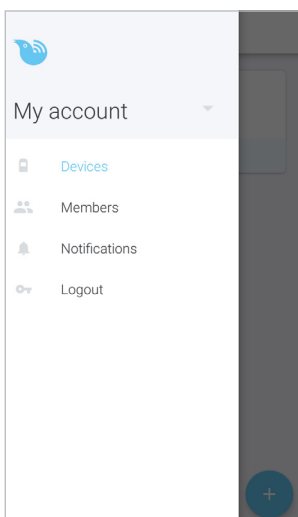


Login to your AbiBird app with your username (email) and password. The *Devices* page will open.

**NOTE:** If you are already in the AbiBird app you can access the *Devices* page by selecting the **Back Arrow** (top left) repeatedly until the *Devices* page opens.



On the *Devices* page, select the **Menu** icon (top left). The *menu* will open.



From the *menu*, select **Members**. The *Members* page will open.

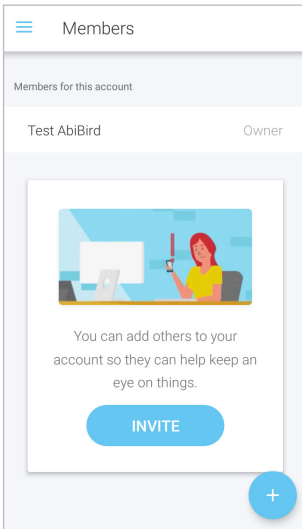


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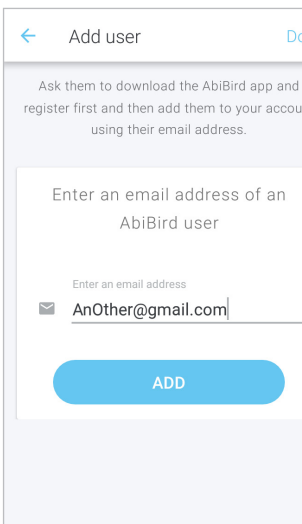


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### Step 3: Add secondary carer on your (the carer's) app

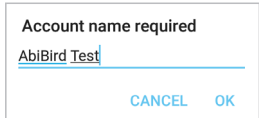
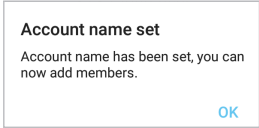


On the *Members* page, select **INVITE** button or + icon (bottom right). The *Add user* page will open.



On the *Add user* page, enter the secondary carer's email address. (This must be the email address the secondary carer used when setting up their AbiBird account). This email is where their notifications will be sent.

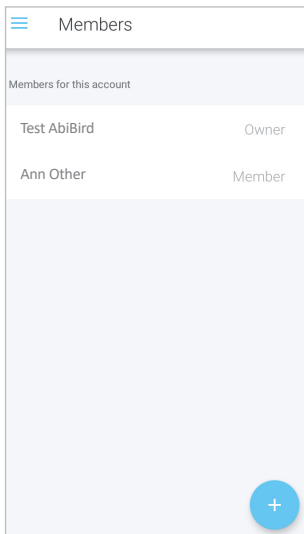
You will be prompted to name your account. This is so your secondary carer can identify which account their notifications are coming from (they may be a member of more than one AbiBird account).

<p>On the <i>Account name required</i> message, enter a name for your AbiBird account. Select <b>OK</b></p>	
<p>An <i>Account name set</i> message will open. Select <b>OK</b></p>	

On the *Add user* page, select **ADD** button. The *Members* page will open.



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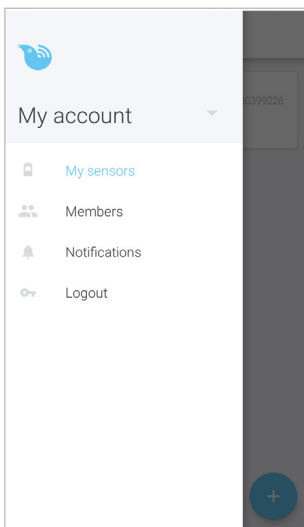
The *Members* page shows the member you have just added, and a message pops up stating that a link has been sent to the new member.

**NOTE:** On the *Members* page, you can select the newly added member to see their details, or to remove them.

Select the *Menu* icon (top left) to access the menu, where you can select which page you want to go to.

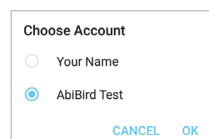
## Step 4: Have secondary carer log in to their app and switch to your account

When logging into their new account, your secondary carer will be prompted to add a device. This step is not necessary as they have been added to your active account. They will however, need to switch accounts.



Ask the secondary carer to follow these steps to switch to your account:

1. Log in to their AbiBird app (on their phone).
2. On their *Devices* page, select **Menu** icon (top left). The *Menu* will open.
3. On their *Menu*, select the drop-down next to **My account**. A *Choose Account* pop-up will open.
4. On their *Choose Account* pop-up, switch to the account they have been added to (your account), and select **OK**.



The *Devices* page will open with a brief 'updating status...' message

Your secondary carer can now access the AbiBird devices connected to your account.

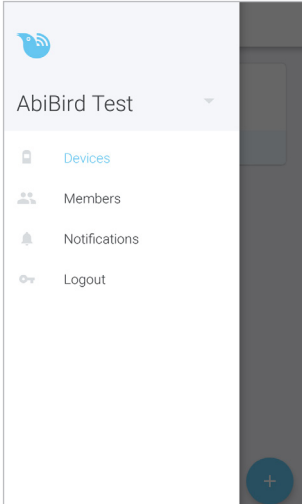


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## That's it!



A secondary carer has been added to your AbiBird account.

**NOTE:** The name of your account has been updated from 'My Account' to the name you set.

Working in the app, you have:

- Asked the secondary carer to download the AbiBird app, create an account and verify their email address.
- Added the secondary carer as a member of your AbiBird account.
- Asked the secondary carer to login to their AbiBird app on their phone and switch to your account.

### IMPORTANT

Only the primary account holder, should **Pause** notifications or modify **Routine** or **Alert Sensitivity** as these AbiSensor settings affect all phones within your AbiBird network.

Secondary account holders can adjust the notification settings on their phones, if they wish to be removed from the notification network for short periods of time.

## Related Guides

[How to Download AbiBird App and Create AbiBird Account](#)

[How to Set or Change AbiBird Notification Preferences](#)