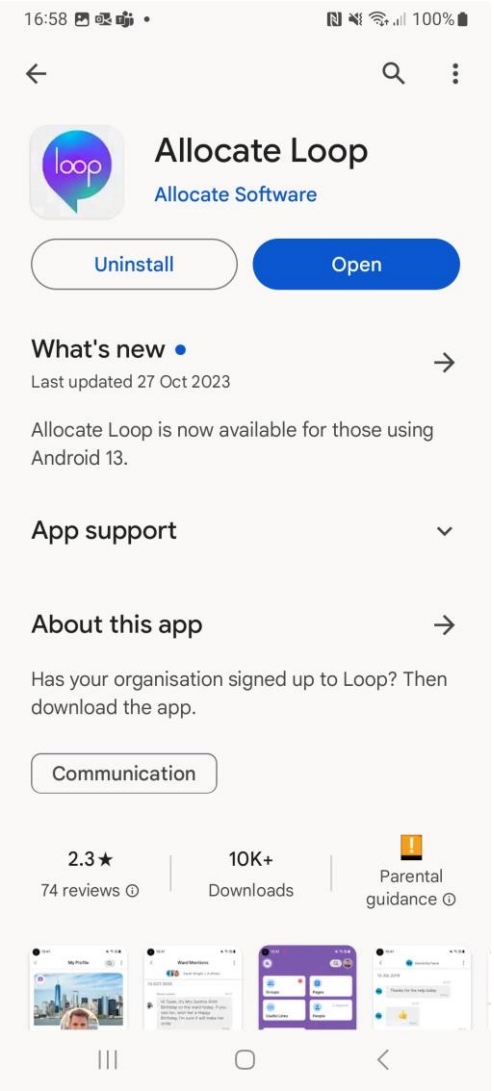
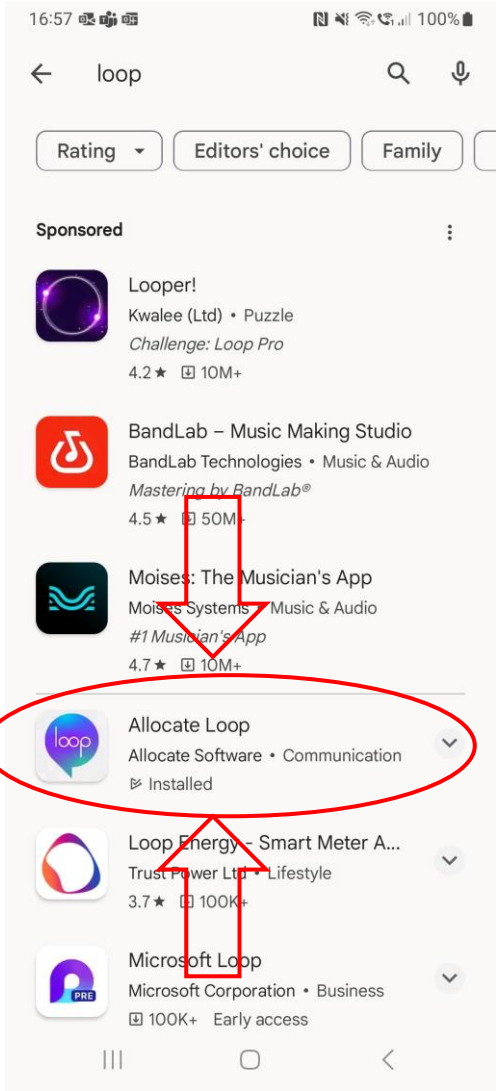
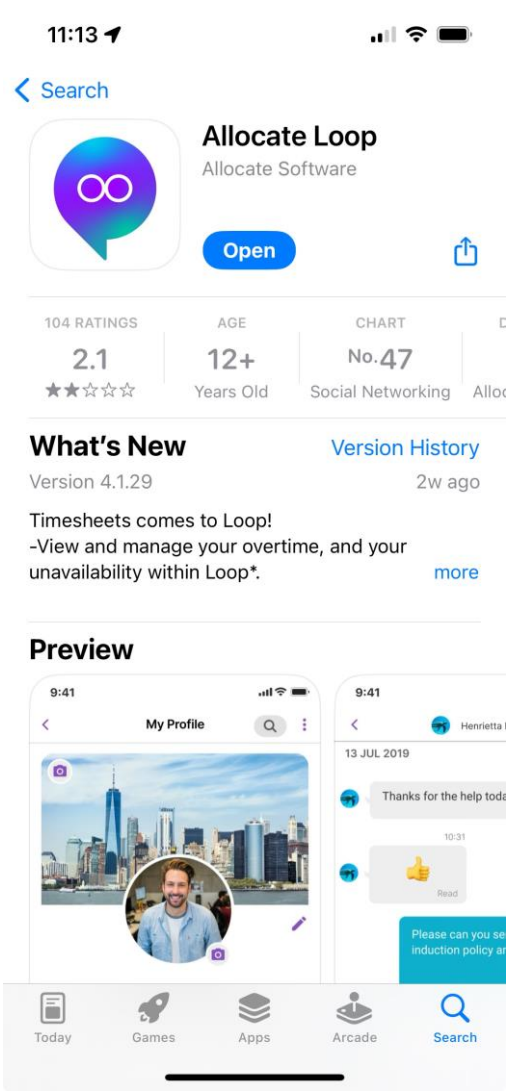
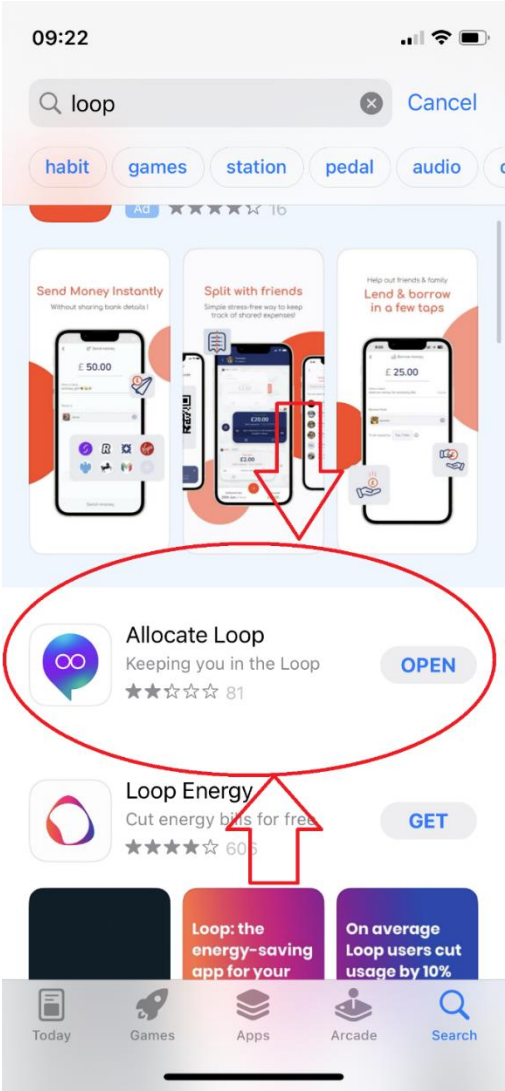
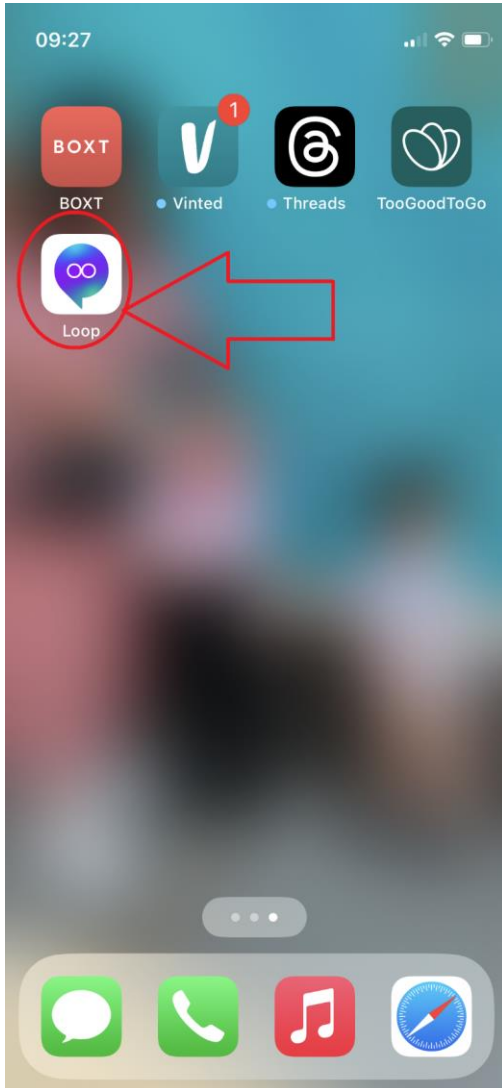


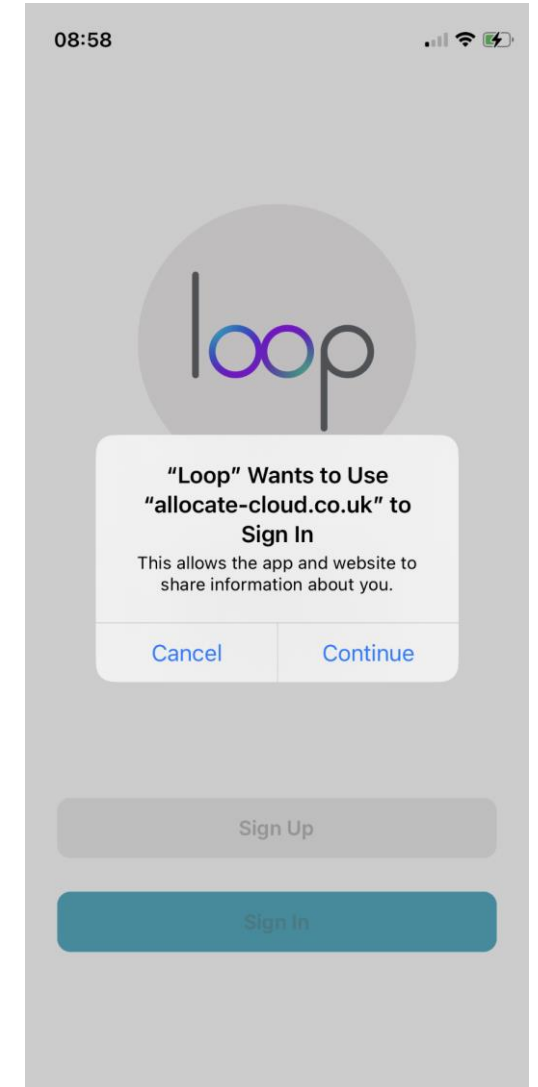
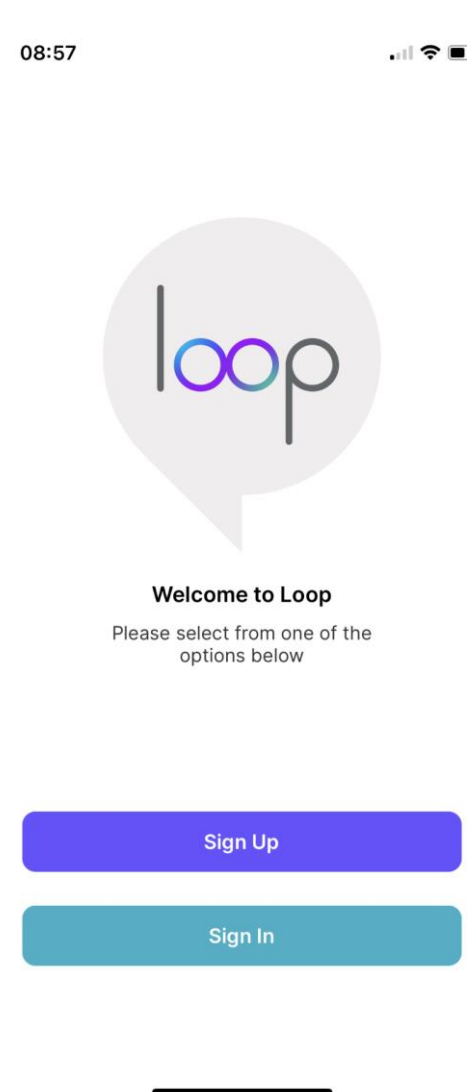
Open the Apple App Store or Google Play store and search for Allocate Loop



When installed, open the app by tapping the Loop icon



The app will open to the Welcome page. Tap on Sign In as you already have an Allocate EmployeeOnline account to associate, then tap on Continue (may look slightly different on Android devices)



In the Log In screen, enter your full St Andrew's email address (@stag.org) into the first box

Cancel n.allocate-cloud.co.uk AA ↺

ALLOCATE

Log In Sign Up

✉ yours@example.com



🔒 your password 👁

[Don't remember your password?](#)

Log In

Login with phone number

< > 📄

If you have entered your email correctly, the password box will disappear and the graphic  SINGLE SIGN-ON ENABLED will appear. Tap 

Cancel n.allocate-cloud.co.uk AA ↺

ALLOCATE

🔒 SINGLE SIGN-ON ENABLED


✉ rkshort@stah.org

Log In

< > 📄

A new pop-up with the St Andrew's logo will appear. Enter your network password in this box (the one used to log on to a StAH computer, NOT your Allocate password).

Cancel n.microsoftonline.com AA ↺

 St Andrew's
HEALTHCARE

rkshort@stah.org

Enter password

Password

[Forgotten my password](#)

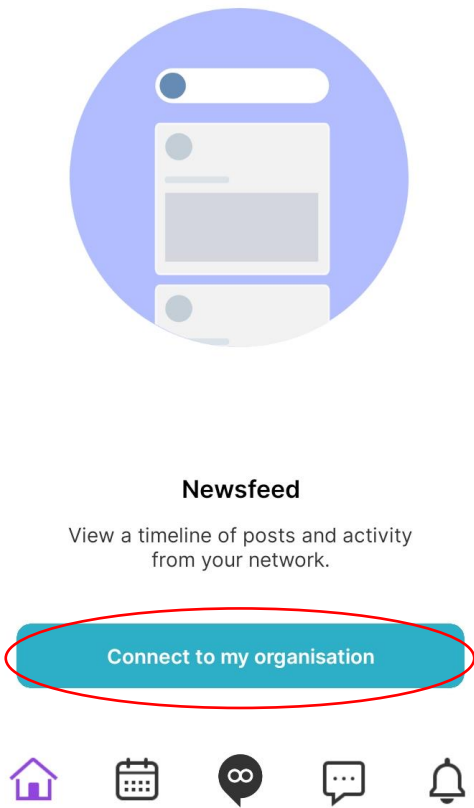
[Sign in with another account](#)

Sign in

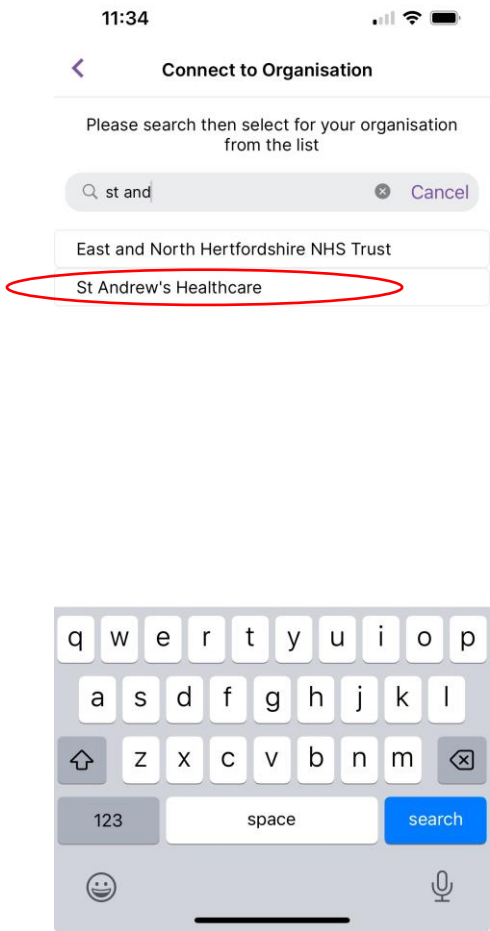
Terms of use Privacy & cookies ...

< > 📄

When you have successfully logged in, you can now connect to StAH. Tap on **Connect to my organisation**



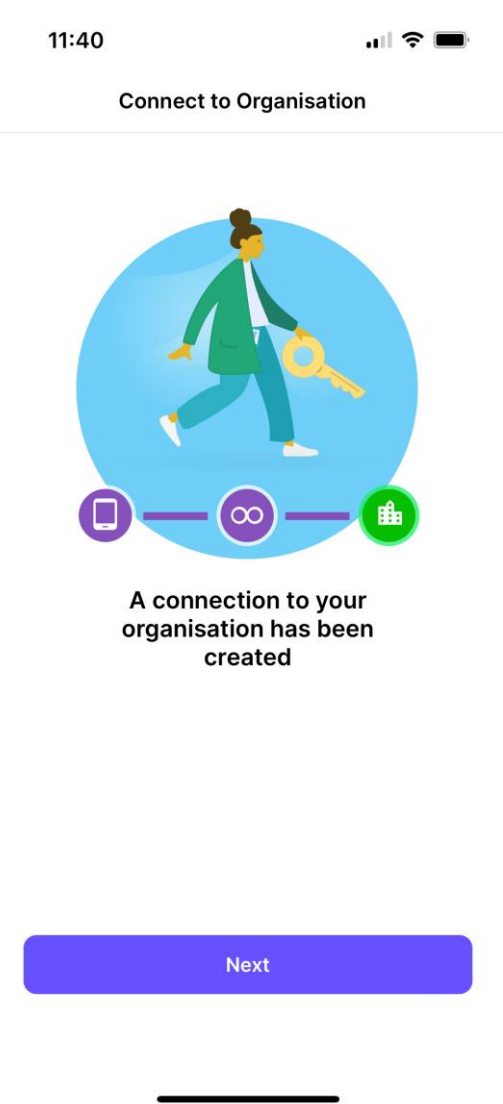
Start typing “St Andrew’s” into the search box and then select St Andrew’s Healthcare from the list.



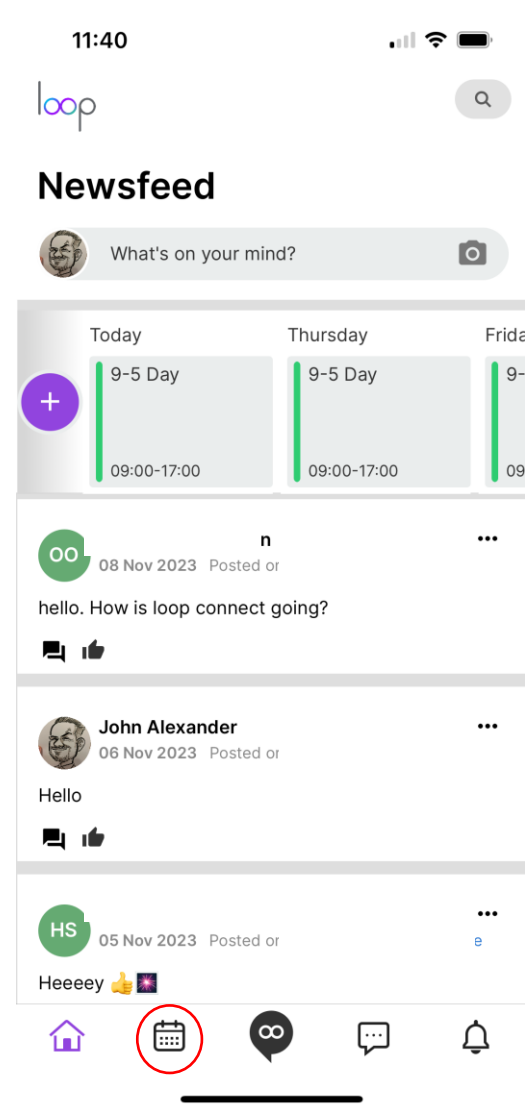
In the next screen enter your Allocate EmployeeOnline login details and tap on **Connect**



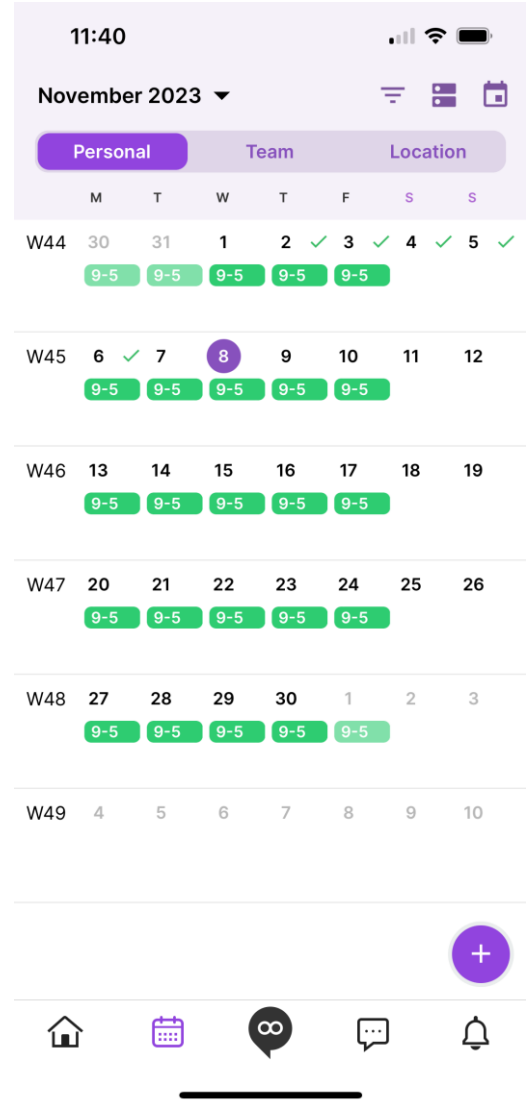
If you have successfully connected to St Andrew's, this screen will display




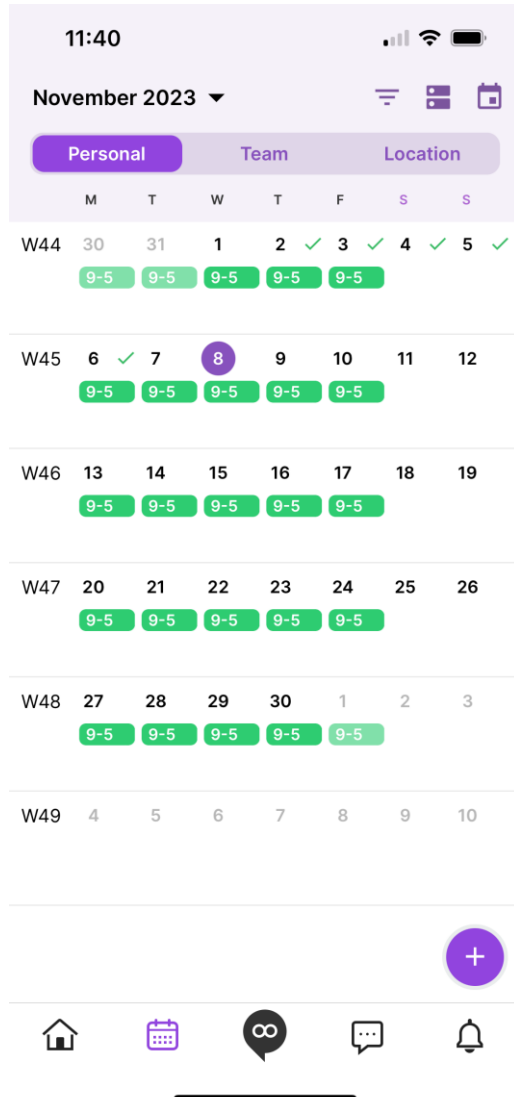
Scroll through the pages to view your Newsfeed and tap the calendar icon to view your roster



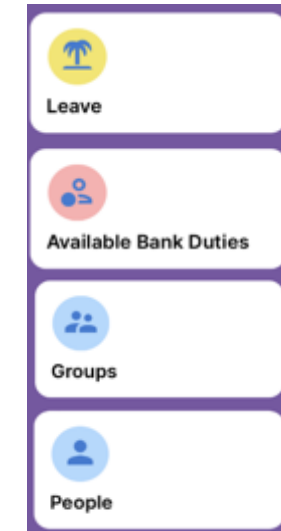
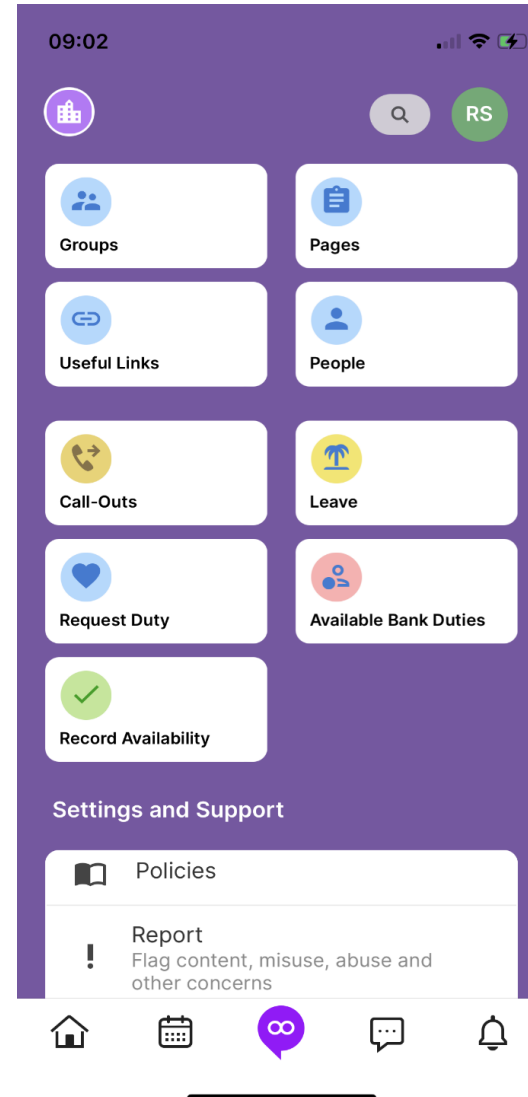
Your published roster is displayed in the calendar view



Click the Loop button  to view the available options



This is where you book Annual Leave, book extra/Bank duties, view groups and make connections with colleagues



- Book Annual Leave here
- Book Bank duties here
- View your groups here
- Find and make connections here

All users are added to a group for their respective ward where you can share and read posts from other group members (i.e., all ward staff)

For more information on Loop, view the resources in the Hub