

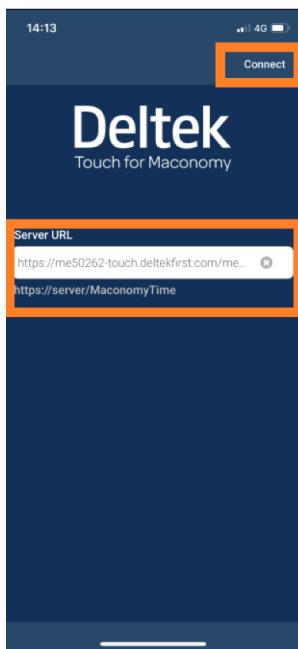
Maconomy on your mobile phone

1. Download the app “Deltek Touch for Maconomy” from App Store or Google Play.

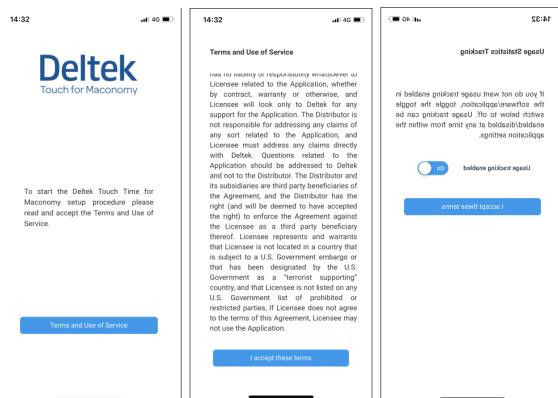


2. Open the app, copy <https://me72678-touch.deltekfirst.com/me72678>

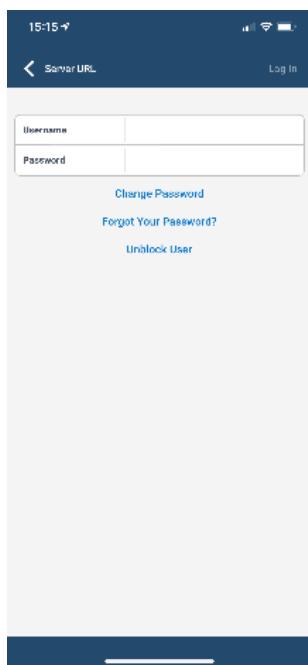
paste and tap “Connect”



3. When you first log in to Touch, you need to accept Terms and Use of Service and decide regarding Usage Statistics Tracking.



4. Enter your username and password

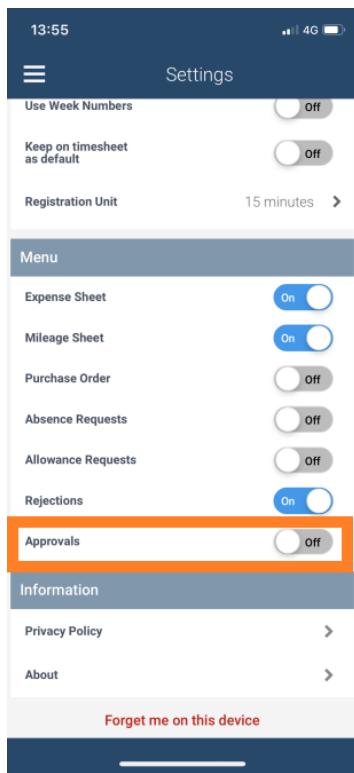


5. Enter a security PIN code that you can remember, repeat

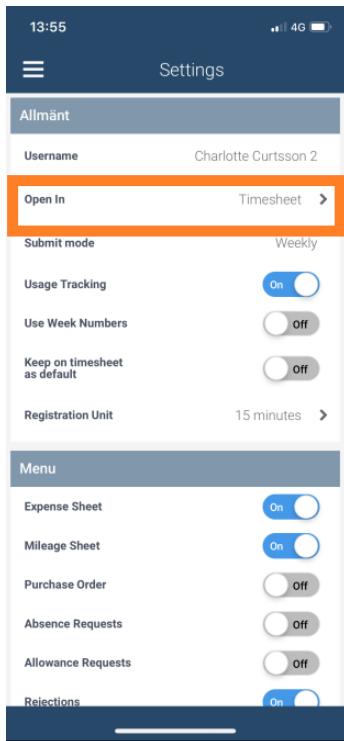


6. You now need to change some settings to get a better user experience – you only need to do this once.

Tap “settings” and turn on approvals



Click on “open in” and choose your start page, for example Summary



7. If you have something to approve or report you will see “to do’s”. In example below there are two items awaiting your approval.

