



# User Registration

## Phone number and AD

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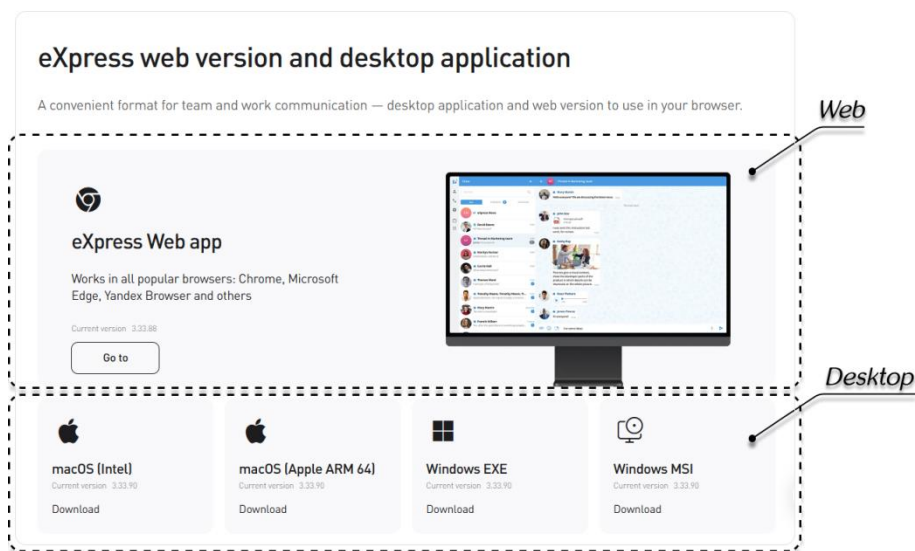
[sales@unlimitedtech.ru](mailto:sales@unlimitedtech.ru)

## Step 1. Install the app:

- To install the **Mobile app**, scan the corresponding QR code:



- to install the **Desktop app** or go to the **Web app**, go to <https://express.ms/download/> and follow the recommendations on the website:



## Step 2. Perform registration on the regional server:

A diagram showing the four steps of the registration process. Step 1: 'Select login method' with options for QR code, Phone and credentials, Corporate email, and Corporate server address. Step 2: 'Phone and credentials' where the user selects a country (Russia) and enters a phone number (+7 900 000-00-00). Step 3: 'Confirmation code' where the user enters a verification code. Step 4: 'Profile' where the user adds a profile picture and enters their name and surname. Arrows indicate the flow from step 1 to 2, 2 to 3, and 3 to 4. Each step has a 'Back to the start' link and a help icon.

- Click "Phone and credentials".
- Select your country, enter your phone number and click "Next".
- Enter the code received in the SMS message.
- Select your profile avatar and enter a name that will be shown to other users. Click "Next".

### Step 3. Sign in to the corporate server:

1. Corporate email  
Enter email  
example@server.ru  
ivan.ivanov@example.ru  
Next  
Skip  
Back to the start

2. Corporate server  
Enter corporate server address  
http://example.server2.ru  
Next  
Back to the start

3. Corporate Server  
Enter your corporate profile details  
Server address  
http://example.server2.ru  
Login  
ivan.ivanov  
Password  
Domain (optional)  
example.ru  
Continue  
Disconnect from server  
Back to the start

4. USER AGREEMENT  
This Privacy Policy explains how our Company ("we," "us," or "our") collects, uses, discloses, and protects your information when you use our services. We may collect the following types of information:  
• **Personal Information:** Information that can identify you, such as your name, email address, phone number, and payment information.  
• **Usage Data:** Information about how you use our services, including your IP address, browser type, and access times.  
• **Cookies and Tracking Technologies:** We may use  
☒ I have read and accept the terms: User agreement  
Next

1. Enter your corporate email address. Click "Next".
2. Enter the corporate server address in the following field

Click "Next".

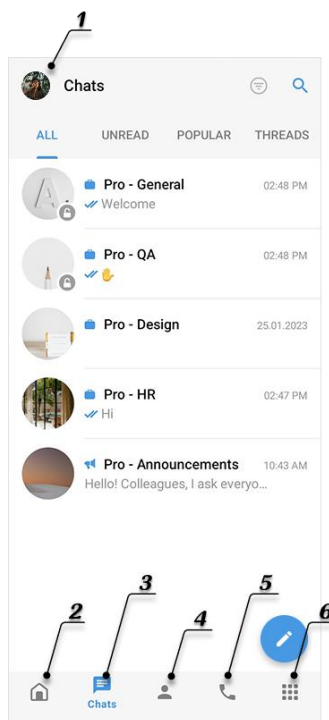
3. Enter the login, password and domain for your corporate account. Click "Next".

**Note.** If you do not have a corporate account, please contact your organization's administrator.

4. If the user agreement (optional) is displayed, read and accept its terms and conditions. Click "Next".

You will be registered in the app as a corporate ("blue") user.

### APP MAIN MENU INTERFACE



1. **"Settings" section.** Managing app settings.
2. **Main page.** Contains a list of the company's corporate services, a news feed and announcements of upcoming events.
3. **"Chats" section.** This section contains a list of available chats, channels, discussions and chat-bots:
  - the "All" tab displays all chats and channels to which the user is a member;
  - The "Discussions" tab displays discussions to which the user is subscribed;
  - The "Catalog" tab displays all open corporate chats, channels and chat bots.
4. **"Contacts" section.** This section allows to search for contacts, view contact cards, and manage contact tags.
5. **"Calls" section.** Conferences, conference list and call log.
6. **"Services" section.** This section contains available SmartApps.