

Subcontractor

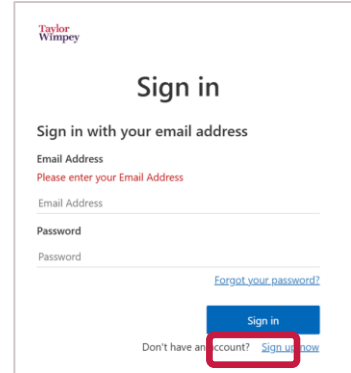
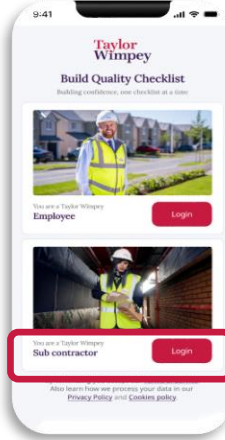
TW BQC Quick Guide to Sign in

Signing Up for Your Account

Taylor Wimpey

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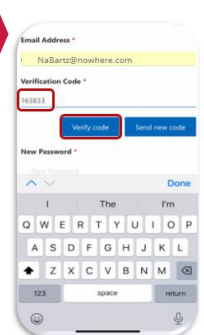
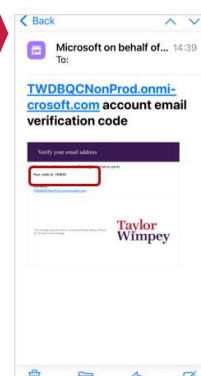
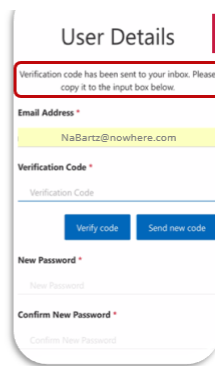
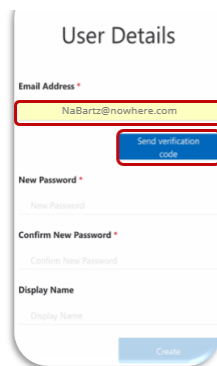
- Tap **Subcontractor Login**
- Select the small **Sign up** now link below the **Sign In** button



Don't have an account? [Sign up now](#)

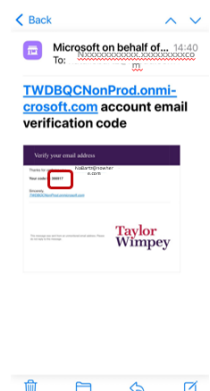
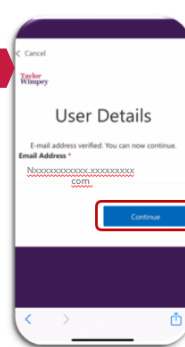
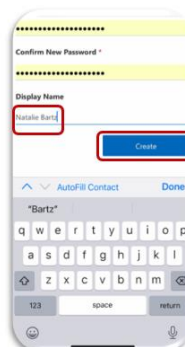
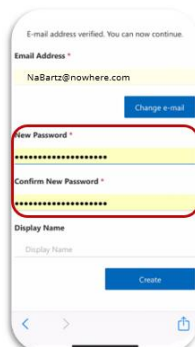
2

- Enter your **work email address**
- Tap **Send verification code**
- Open your work email and **copy the verification code**
- **Paste** the verification code
- Tap **Verify code**
- Select **Continue**



3

- Enter a **Password**
- **Confirm** the password
- Enter a **display name**
- Tap **Create**
- Select **Continue**
- Open your work email
- Copy the new **verification code**

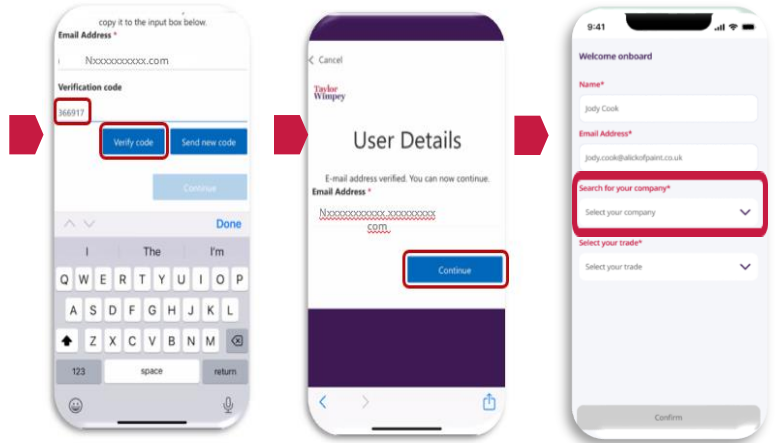


Completing Your Account Setup

Taylor Wimpey

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- Paste verification code
- Tap **Verify code**
- Select **Continue**
- Tap **Search for your company** to open the list

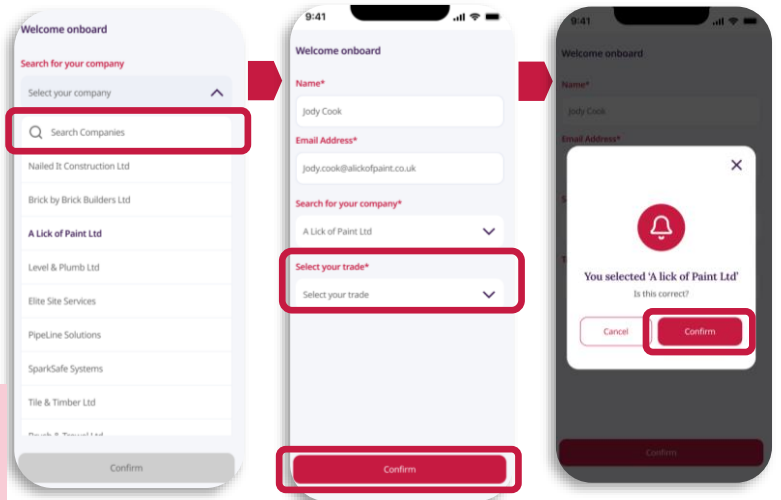


2

- You can scroll to find your company or type in the search bar
- Select your company
- Then Tap **Select your trade**
- Tap **Confirm**
- A confirmation message will appear — check the name is correct and tap **Confirm**

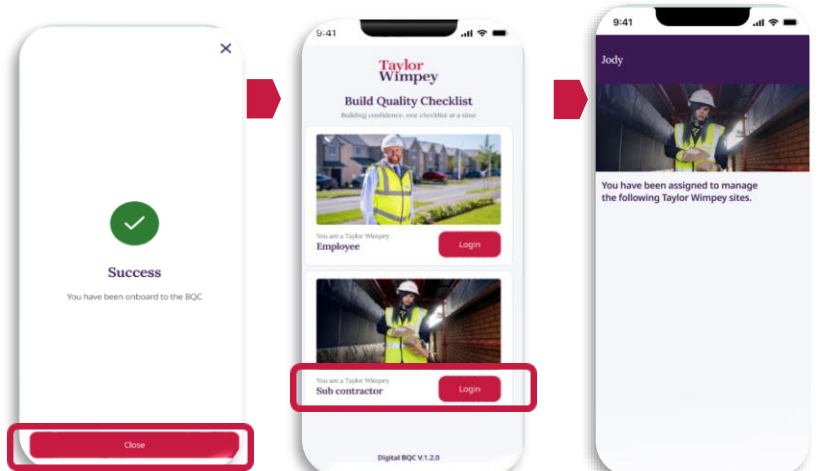


Be careful to select the correct company name — this is how the app recognises your trade. If the company is wrong, tap **Cancel** to go back and choose the correct one.



3

- A confirmation message will appear
- Tap Close to continue
- Log in to the app
- You now need to speak to your Site Manager to be assigned to the correct site(s)

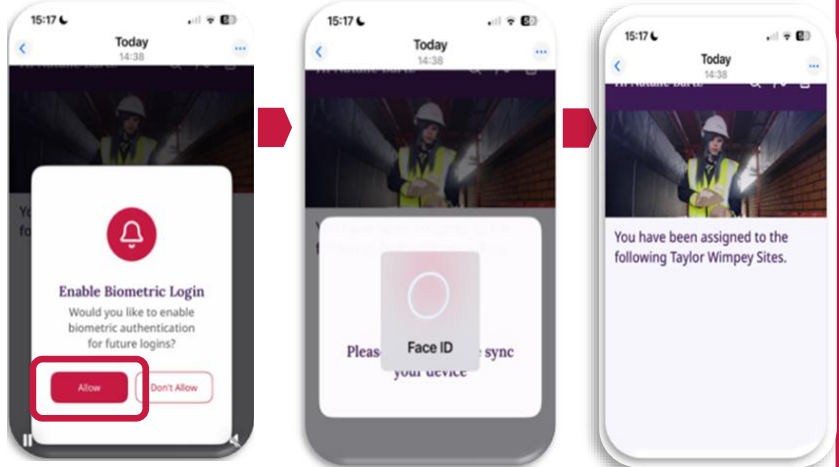


Final Steps to Access Your Sites

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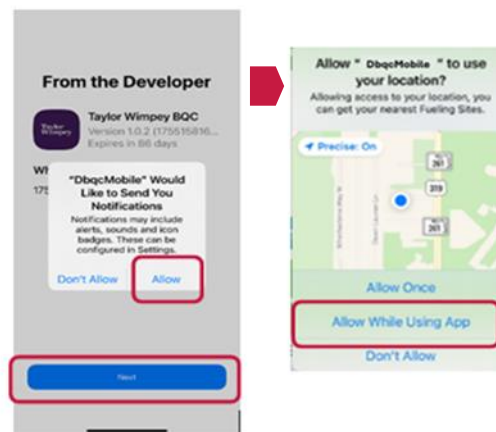
1

- Tap **Allow** for Biometric Login
- Biometrics must be set up in your device settings before this feature works
- **Allow** the camera to register your face or fingerprint.



2

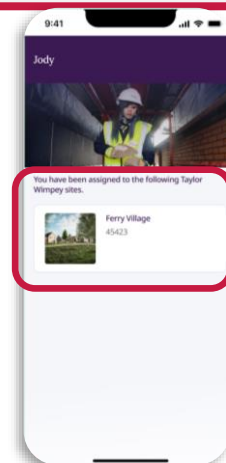
- You need to speak to your Site Management team to assign you to the relevant site to access your Trades BQC
- Location must be active when uploading media this ensures every photo/video is correctly stamped



3



- Biometrics must be enabled in your device settings before this feature will work.
- After your Site Manager assigns you to your site(s), you will need to log out and back in again so the app can sync the changes and give you access.



1



To remove keyboard in an IOS device click RETURN.

In Android Tap Done, Enter, or the (check mark) key — the wording varies by device.

Or, tap any blank area of the screen outside the text box to close the keyboard.

2



There is a 30min automatic session timeout built into the Microsoft process that automatically logs you out.

This happens you have been inactive in the app for 30mins or more.

You may be asked to log back in again, which will require a **new verification code via email.**

To avoid this Tap Keep me signed in



Session expiring soon

Your session will expire in 1 minute

Stay signed in

Sign out now