

Umoja Mobile

Accessing the Umoja Mobile App

Course Guide



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About Umoja Mobile

Umoja Mobile is a platform, optimized to deliver a personalized, responsive and simplified user experience across all devices (desktops, tablets and mobile phones).

Users can view their paystubs and review, submit and approve leave requests using an intuitive, user-friendly interface.

Umoja Mobile can be accessed from your computer using the desktop version or via your tablet/smartphone using an app.

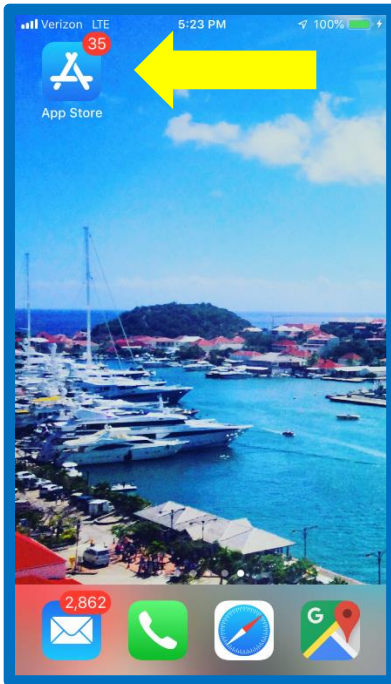
This course guide will cover how to download the Umoja Mobile App to your smartphone or tablet.

Intended Audience

- Staff members

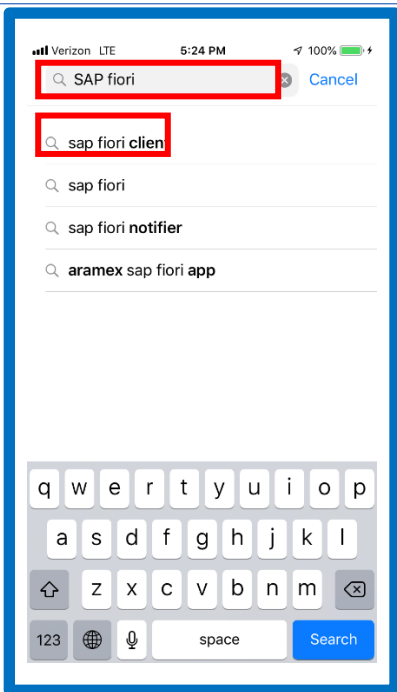
Accessing the Umoja Mobile App

1. On your smartphone or tablet, locate the *App Store* (for iPhone) or *GooglePlay* (for Android phones).

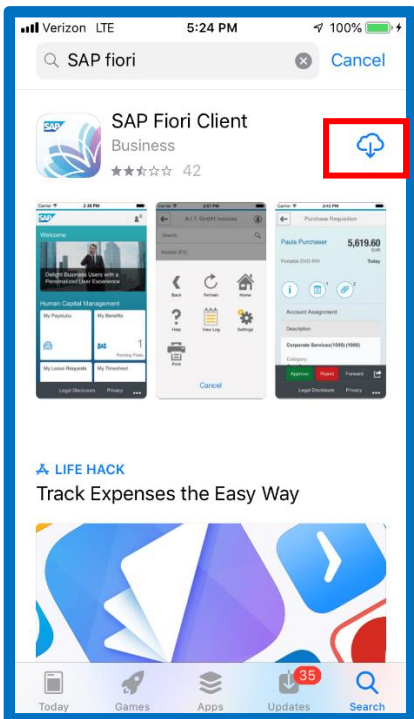


2. In the **Search** field, enter "SAP Fiori."¹
3. Select **SAP Fiori Client** from the list of search results.

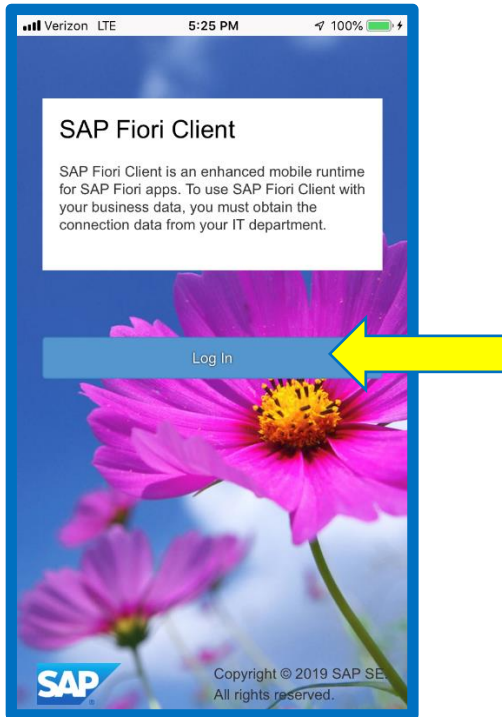
¹ In the next system release, this app will be customized and renamed "Umoja Mobile."



4. Download and open the SAP Fiori Client App.

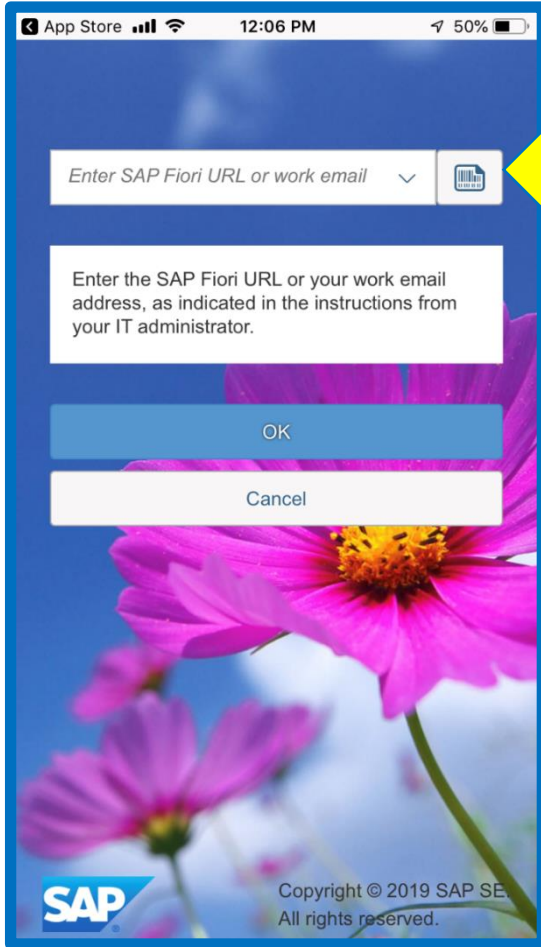


5. Select **Log In**.

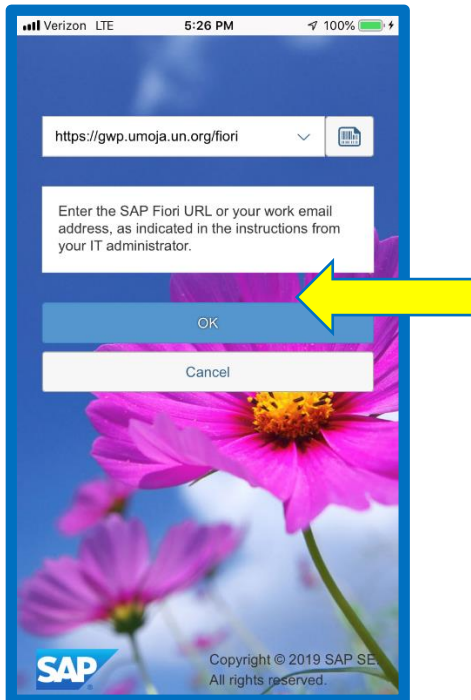


6. In the first field, either type in: <https://mobile.umoja.un.org> or, scan the QR code:

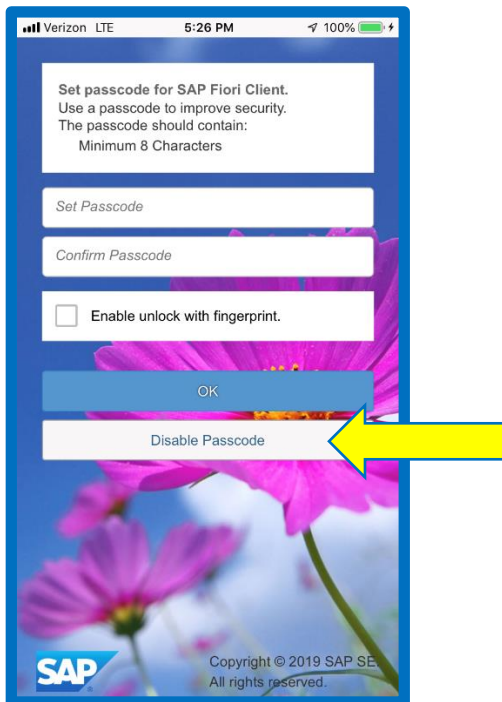




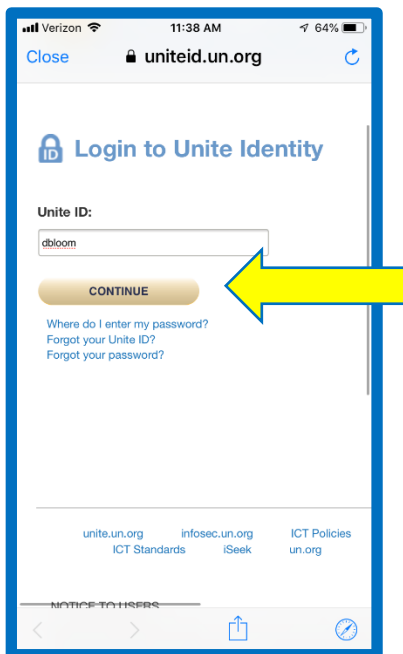
7. Select **OK**.



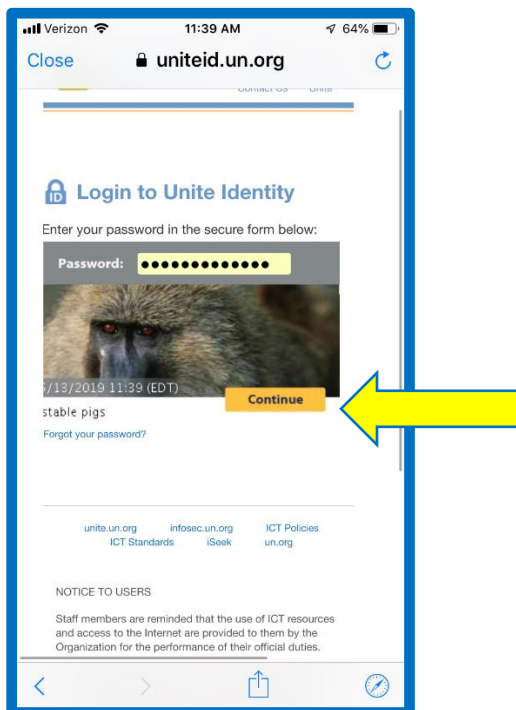
8. There is no need to setup a password here. Select **Disable Passcode** to bypass this step.



9. Enter your **Unite ID** and select **CONTINUE**.



10. Enter your **Password** and select **Continue**.



11. This is the app version of Umoja Mobile. You can easily review your leave requests, your paystubs, your team calendar and approve leave requests if you're a time manager from your smart phone or tablet.

