

# Touch T&E / CRM<sup>2</sup> Mobile App Setup Instructions

## Touch T&E/CRM App Download & Install:

Download the "Deltek Touch T&E for Vision" app using one of the following methods:

- Visit the [portal.perkinseastman.com](http://portal.perkinseastman.com) webpage from your mobile and click "**Touch T&E**" or "**CRM**" icon - or -
- Search "Deltek Touch" from [Android Play](https://play.google.com/store/apps/details?id=com.deltek.vision.time&hl=en) or the [Apple iOS App Store](https://itunes.apple.com/us/app/deltek-touch-time-expense/id577435836) - or -
- From your mobile browser enter the appropriate URL listed below...

Android Play Store URL (Android):

<https://play.google.com/store/apps/details?id=com.deltek.vision.time&hl=en>

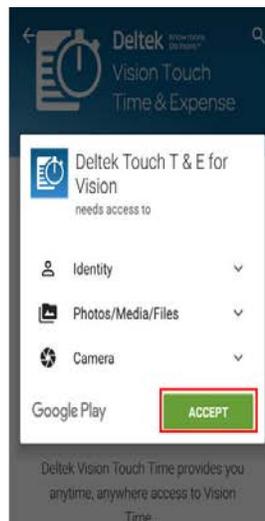
Apple App Store URL (iPhone):

<https://itunes.apple.com/us/app/deltek-touch-time-expense/id577435836>

### Android Devices: **Step 1 - Click "Install"**



### Step 2 - Click "Accept"



### Step 3 - Click "Open"

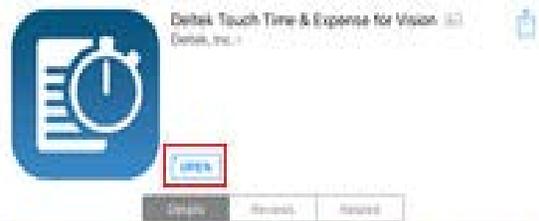


OR

### Apple iOS Devices: **Step 1 - Click cloud icon**



### Step 2 - Click "Open"



**Touch App Setup:**

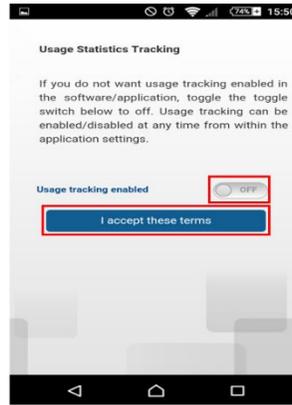
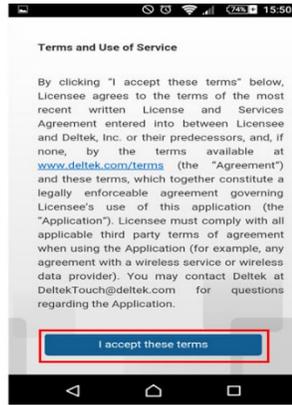
After opening the app you will be presented with the Deltek T&E splash screen. Navigate through the **Setup Screens\*** using the **Steps** immediately below.

*(Setup is identical for Android and iOS versions of the app.)*

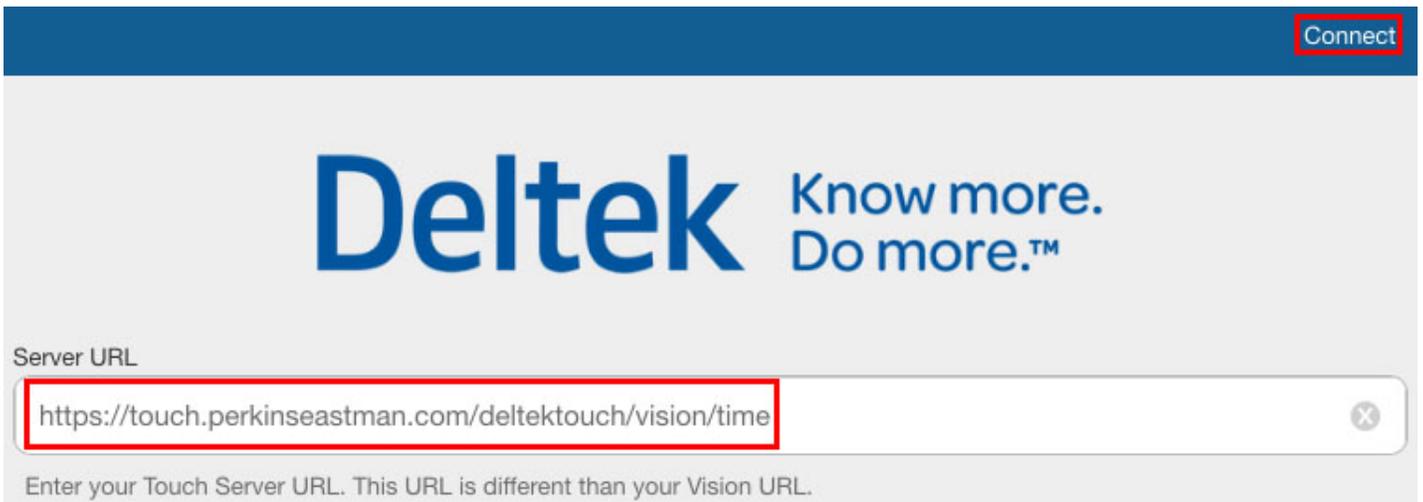
**Screen #1- Click TOS button.**

**Screen #2- Agree to TOS.**

**Screen #3- Disable tracking. Click Accept**



**Screen #4- Enter the Server URL exactly\* as shown. Click "Connect".**



**T&E SERVER URL: <https://touch.perkinseastman.com/deltektouch/vision/time>**

**CRM SERVER URL: <https://touch.perkinseastman.com/deltektouch/vision/crm>**

*\*You can Copy & Paste text <sup>↑</sup> from this document.*

**Screen #5- Enter your P.E. User ID, Password and**

**Screen #6- Turn Windows Authentication**

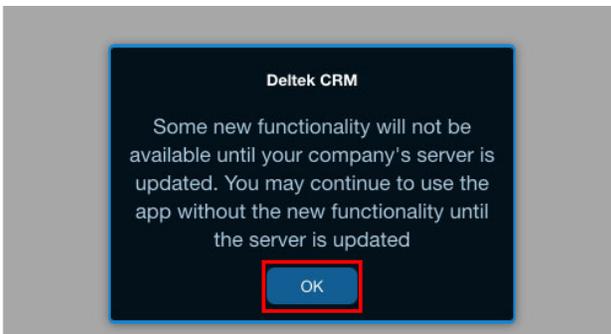
Domain: **D-PEAPCNY** then Click **Log In**.

**ON** then Click **Log In**.



**Touch App Setup (cont'd):**

**Screen #7-** Click **"OK"** on the pop-up (if one appears).



**Screen #8-** Create / Enter a 4-digit Re-enter PIN to confirm (Please wait to be logged in)



**Main Screen (T&E screen shown) - You are now logged in.**

<sup>1</sup> Subsequent logins will only require the PIN you've created to login to the app.

<sup>2</sup> Repeat same steps above for the CRM Mobile App available in the Google Play or Apple iOS App Stores

**NOTE:** Having changed your Perkins Eastman password on a PC, remember to update the password in the Mail and Touch Apps