



# CALL IT OUT



# FIRST NATIONS RACISM REGISTER

## USING THE CALL IT OUT APP

### CONTENTS

SIGN UP & LOG IN .....	2
USE AS A GUEST .....	5
PERMISSIONS .....	5
ACCESSIBILITY.....	6

### ABOUT CALL IT OUT

Call It Out is a register of racism and discrimination towards First Nations people. By calling out racism, you are contributing to a collective story and helping to expose and resist racism in Australia.

Reports to the register can also be made using our online [web app](#) or the print, digital and Easy Read forms available for download on our [Resources](#) page. For more information, or if you need help completing the form, please [Contact Us](#). For more information about how we protect and use your information, please see our [Privacy Policy](#).

### USING THE APP

The Call It Out app includes the option to sign up/login or use as a guest. When using the app, you can either sign up to make things faster next time and access finished reports and your most recent unfinished report, or you can use as a guest.

When signed in and using as a guest, the Call It Out question form saves your responses as you go. This means that once the required questions are completed, the form will save automatically to the Call It Out report database. (See below for more details)

To permanently delete your profile or reports from our database or if you have any questions or concerns, please contact us at [info@callitout.com.au](mailto:info@callitout.com.au) or on (02) 9514 4454.



## SIGN UP & LOG IN

### Save your details

- Your key details are saved to make future reporting faster and easier.
- You can confirm or change your saved details at the start of each report:

12:12

**CONFIRM YOUR DETAILS**

**WHAT IS YOUR NAME?**  
Anita

**EMAIL OR PHONE NUMBER**  
anita@anita.com.au

**WHERE ARE YOU LIVING?**  
Gadigal Country NSW 2000

**ARE YOU ABORIGINAL AND/OR TORRES STRAIT ISLANDER?**  
Aboriginal

Change Confirm

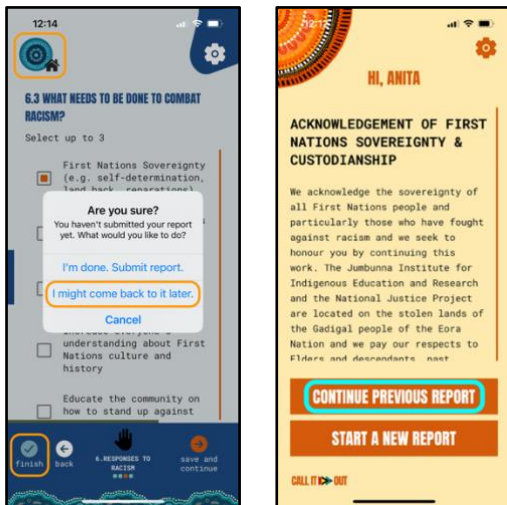
- You can remove your profile at any time in the app by going to 'My Profile' in Settings and following the prompts.
- **Note:** Removing your profile will remove your saved details, unfinished and finished reports from the app. To permanently delete your profile or reports from our database, please contact us at [info@callitout.com.au](mailto:info@callitout.com.au) or on (02) 9514 4454.

### Save your progress and continue later

- If, once you have completed the required questions, you are not ready to submit your report you can save your progress by clicking either the 'Home' or 'Finish' icons and selecting 'I might come back to it later'.



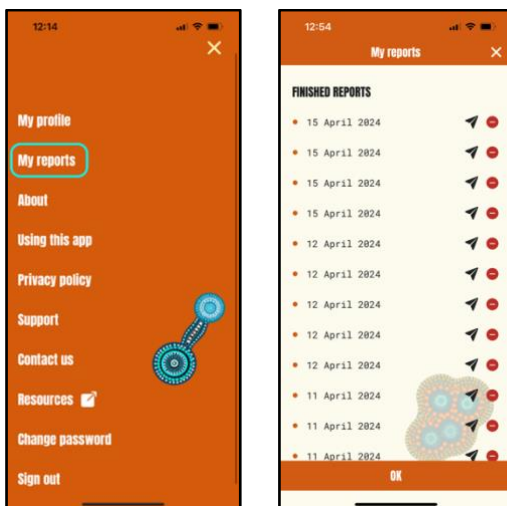
- You can then access your most recent unfinished report on the Home page.



- **Note:** If you have a report 'on the go' and then start a new one and save that report, your previous unfinished report is automatically submitted and you will not be able to make any changes without contacting us.
- You can still make a report as a guest even if you are signed up. To do this, simply click Settings, select 'Sign Out', and then once you are on the Log In page click 'Use as a Guest'.

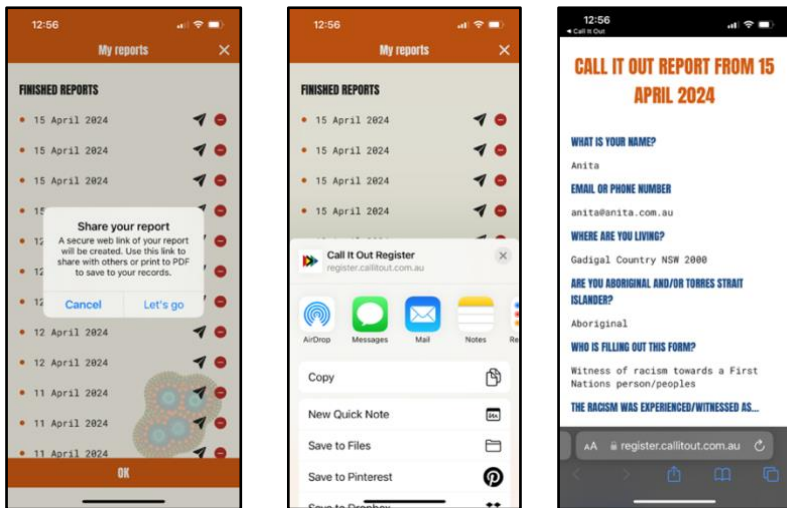
### *View, save and share your Finished Reports*

- Once you submit a report, it becomes a 'Finished Report'.
- You can access your Finished Reports in the app by going to 'My Reports' in Settings:





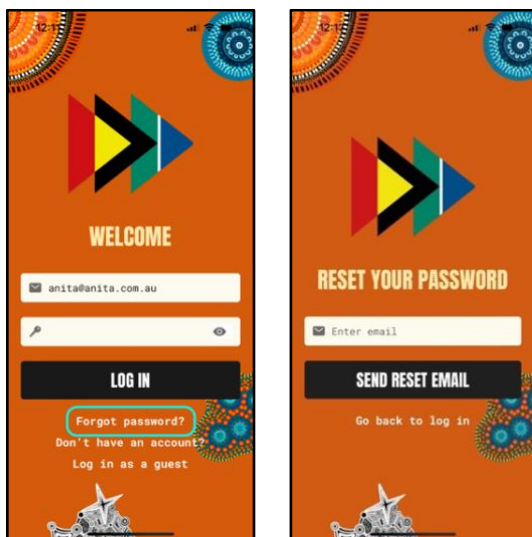
- To save or share your Finished Reports in the **mobile app**, click the 'share' icon and follow the prompts to share via text or email, or paste the link in your browser and print to PDF:



- To save or share your Finished Reports in the **online web app**, click the 'share' icon then paste the link in your browser and print to PDF.

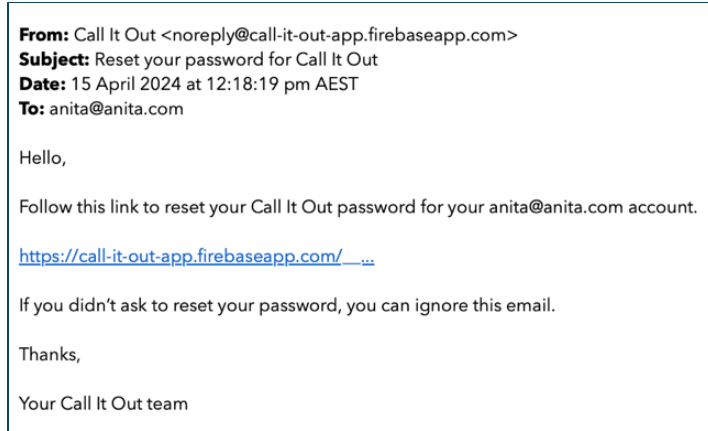
### Change your password

- You can change your password at any time in the app via Settings.
- If you forget your password, you can reset it by following the prompts in the app and password reset email:
  - **Step 1:** Click 'Forgot password?', then enter your email and click 'send reset email':





- **Step 2:** Check your email and click the password reset link:



- **Step 3:** Once you have clicked the link, in the internet browser enter your new password and click save. Then, re-open the app and sign in with your new password.

## USE AS A GUEST

When using the mobile and web app as a guest:

- Your form will be blank and you'll need to enter your details at the start of each report.
- You won't be able to save unfinished reports for completion later.
- You won't be able to access your Finished Reports in the app.
- **Note:** Your reports are still saved as you go when using as guest. This means that once you have completed the required questions, your report is saved to our database and you won't be able to make any changes without contacting us. To permanently delete your finished reports from our database, please contact us at [info@callitout.com.au](mailto:info@callitout.com.au) or on (02) 9514 4454.

## PERMISSIONS

When using the mobile app:

- If you wish to upload any supporting documents (e.g. files, screenshots, photos, videos) to your reports, you may need to allow Call It Out to access your camera, photos or files (add photos/files only).
- If you wish to use the 'record audio' function, you may need to allow Call It Out to access your microphone.



- You can update permissions at any time via your phone settings:

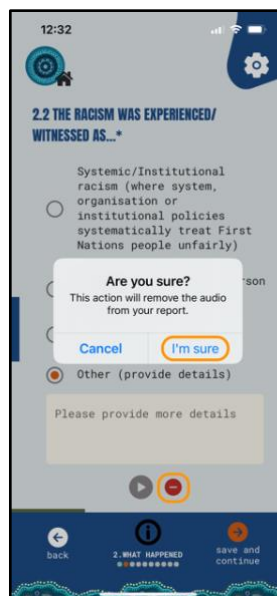
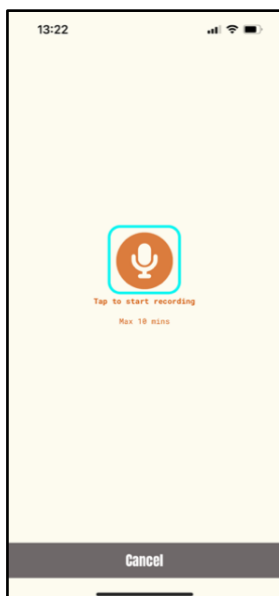
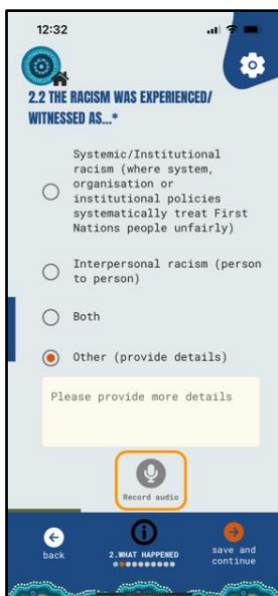


- For more information, see our [Privacy Policy](#).

## ACCESSIBILITY

### *When using the mobile app:*

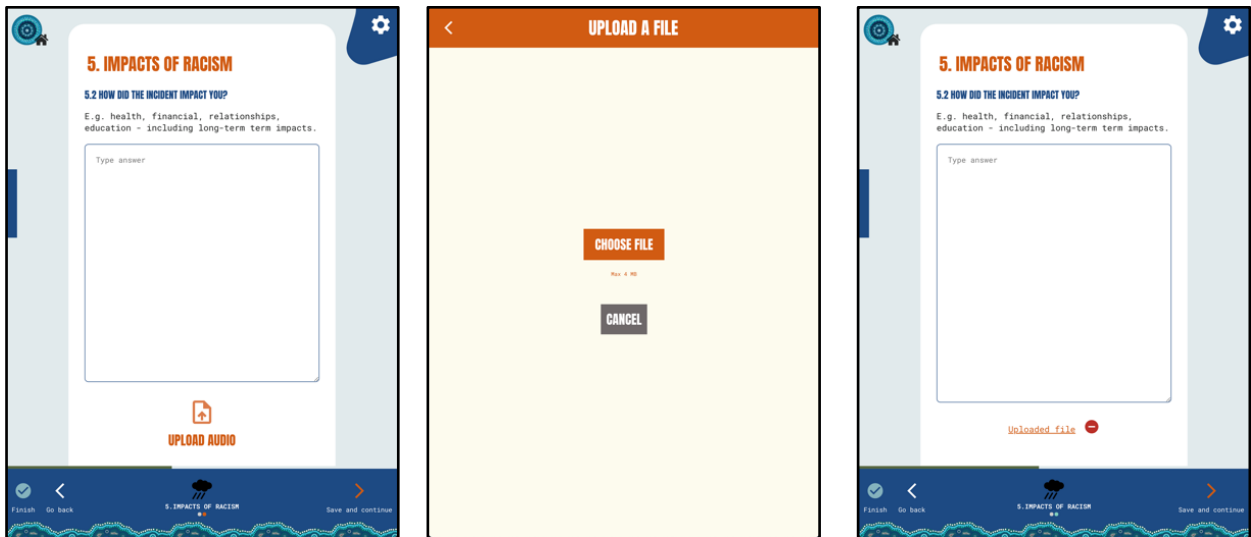
- The mobile app allows you to record an audio response for each free text box, including for free form response questions and when selecting 'Other' for multiple choice questions, where available.
- To record your response, click the 'record audio' icon under the text box and follow the prompts.
- You can review your recordings by clicking the 'play' icon or delete any recordings you wish to discard by clicking the 'remove' icon and following the prompts.





*When using the web app:*

- For technical reasons the record audio function is not available in the online web app.
- However, you can upload pre-recorded audio files at the following questions by clicking 'upload audio' and following the prompts:
  - 2.6 Please tell us what happened (Max. 10MB)
  - 4.3 Can you tell us more about the perpetrator? (Max. 2MB)
  - 5.2. How did the incident impact you? (Max. 4MB)
- You can delete any recordings you wish to discard by clicking the 'remove' icon and following the prompts.



- **Note:** Reports to the register can also be made by completing and sending us the print, digital and Easy Read forms available for download on our [Resources](#) page. If you need help completing the form or would like more information, contact us at [info@callitout.com.au](mailto:info@callitout.com.au) or on (02) 9514 4454.