



User Manual for "droppin," the **Workspace** Search and **Reservation Service**



This document is intended for **corporate users** who are considering or using the workspace search and reservation service "**droppin**" as a business entity. It provides an overview of the user registration process and instructions on how to utilize the workspaces.

For any questions or requests, please contact us:

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Start



What is “droppin”

User registration

Scan QR code

Check-in

Check-out

Reservation

Content Map

What is “droppin”



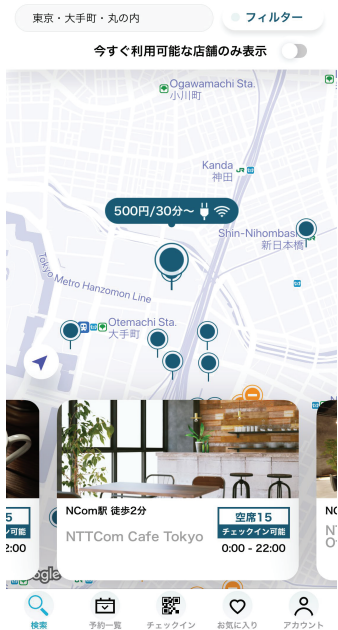
droppin



What is "droppin"

Droppin allows you to **search, reserve, check-in, and check-out of workspaces and private booths**, all the way through to payment, in a **one-stop process**.

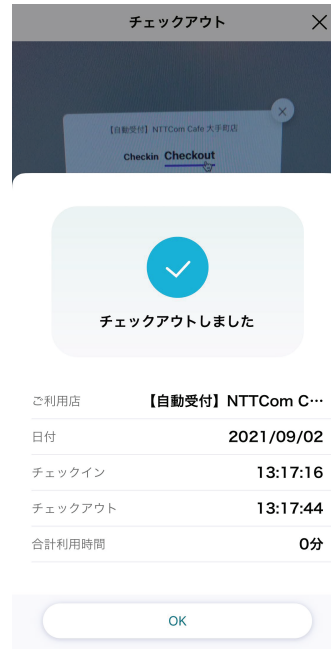
Home Screen



Scan QR code



Check-Out



Check-In

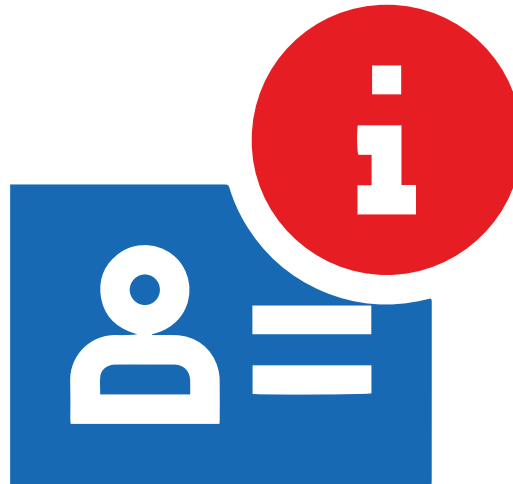


Reservation



User Registration

Who are already living in Japan





User Registration

How to Install the Application

Search the app store on your phone!

Or,

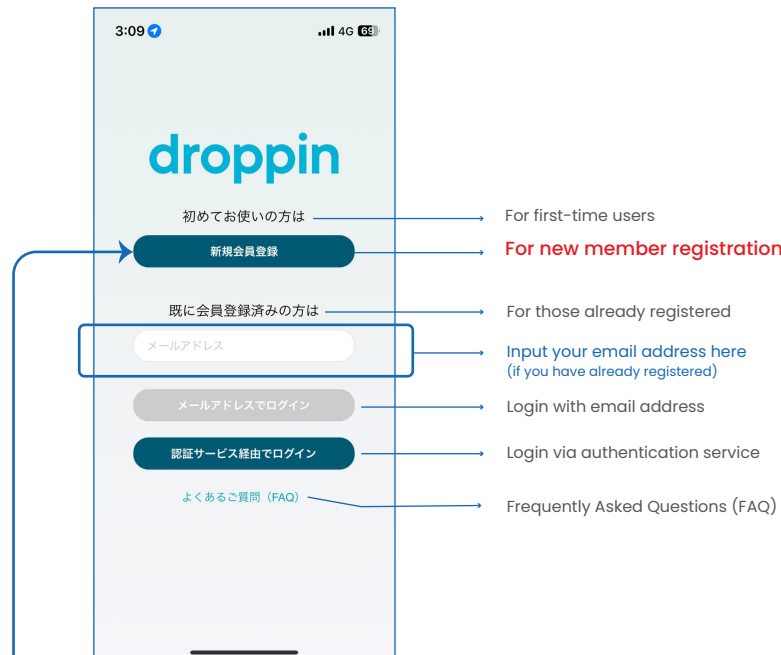
To use "droppin" you will need to download the app. Please download it by scanning the QR code →



1 Search "droppin" & Install



2 Login/registration Page



Press this button

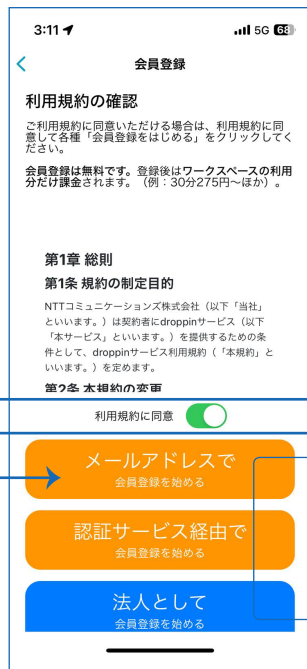
3 New Member registration display 1





User Registration

4 New Member registration display 2



1. After turning on the options will be active.

Press this button

2. Press this button for registering by email.
3. Input your email.

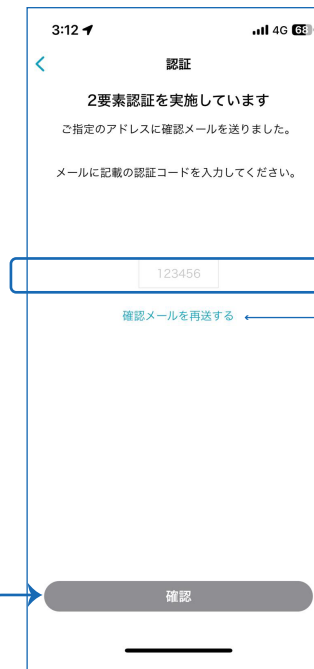
5 Input email address



Press this button

To start the email registration.

6 Check your email for the PIN code and input here.



Enter the PIN here

If you don't get any email please press here.

Press this button

After input the right PIN code, this button will be active.



User Registration

7 Input User Info

3:52 4G LTE

ユーザ情報の入力

メールアドレス (ログインID)
Your email will show here.

お名前
write your name here

ニックネーム
write your nickname here

※レビュー機能等で、他のユーザーから見える可能性のある名前です。

電話番号
Input your mobile number here

確認画面へ進む

Press this button

To go for the **confirmation page**

8 User registration completed

3:54 4G LTE

登録完了

droppinのご登録ありがとうございます

ユーザー登録が完了しました。

引き続き、お支払い情報を登録することで、すべての機能が、ご利用いただけるようになります。

お支払い情報の登録へ

Press this button

To go for the **payment registration page**

9 Register your payment information

3:54 4G LTE

お支払い情報の登録

droppinを使い始めましょう！

お支払い情報の登録が完了していません。支払い方法を選択して下さい。

カード払いで登録

d払いで登録

Let's start using Droppin!
Your payment information is not yet registered.

Please select a payment method.

Register with credit card

Register with d-payment

Press this button

For register your credit card.



User Registration

10 Input credit card information



Press this button

For register your credit card

11 Active the location



This page is long, please scroll down for selecting your location.

This is "OSAKA-Fu" Please select this and turn on.

Press this button

To register your location

12 Homepage



Press this icon, and Scan The QR code.

Press this button

For register your credit card.



User Registration

droppin

Checkin ▪ Checkout



ATC EXBOX

アプリを起動して QR コードを読み込んでください。

※カメラが起動しない場合は、スマートフォン本体の設定アプリから droppin にカメラのアクセスが許可されていることをご確認ください。

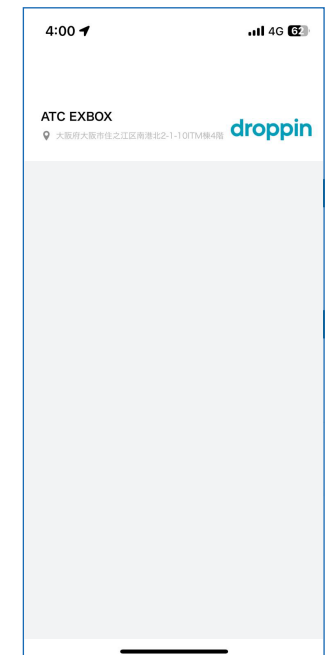
13

Check in



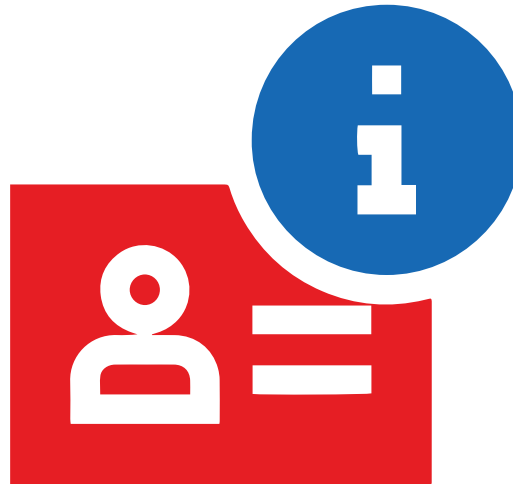
14

Check out



User Registration

Who are new in Japan, and using foreign phone





User Registration

- 1. Create a new Apple ID**
- 2. Link a new account to your iPhone**
- 3. After setting up a new account, the settings required to download the app**
(By switching your Apple ID for Japan, you will be able to see Japan apps in the App Store.)



Thank you!
-ExBox Team