



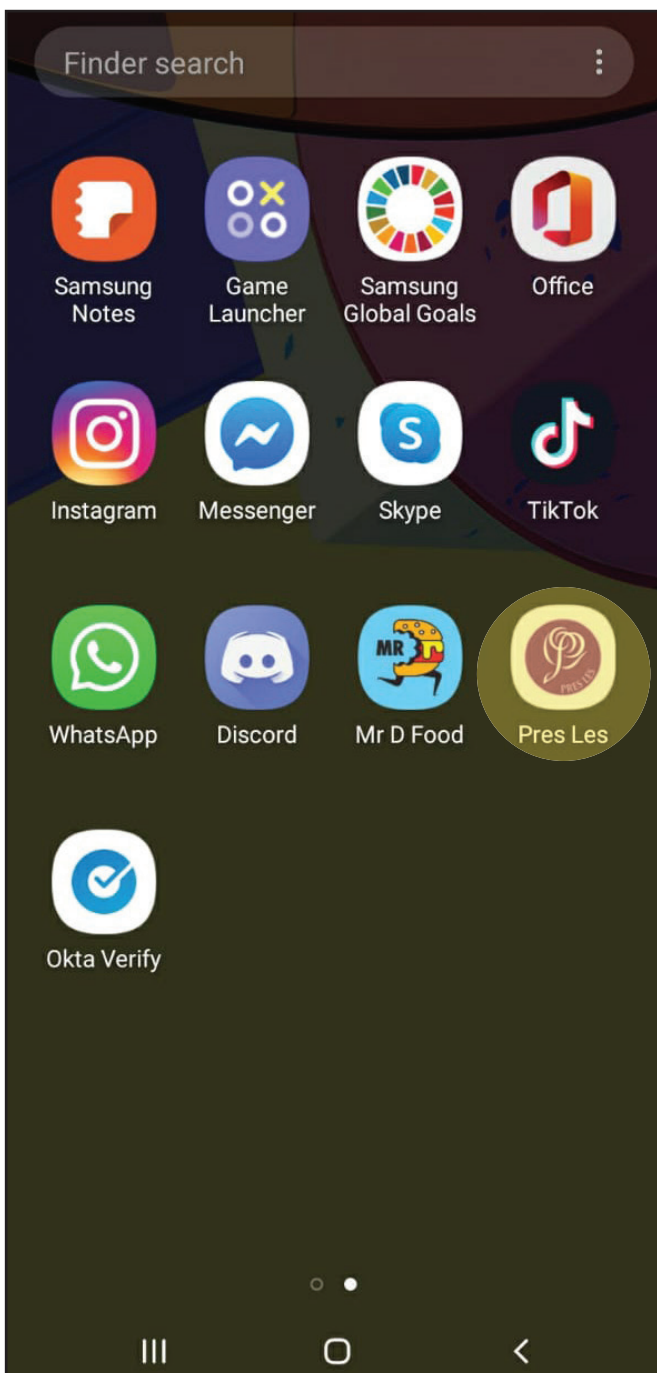
HOW TO RECRUIT A FOREIGN CONSULTANT ON THE PRES LES APP



HOW TO RECRUIT A FOREIGN CONSULTANT ON THE PRES LES APP

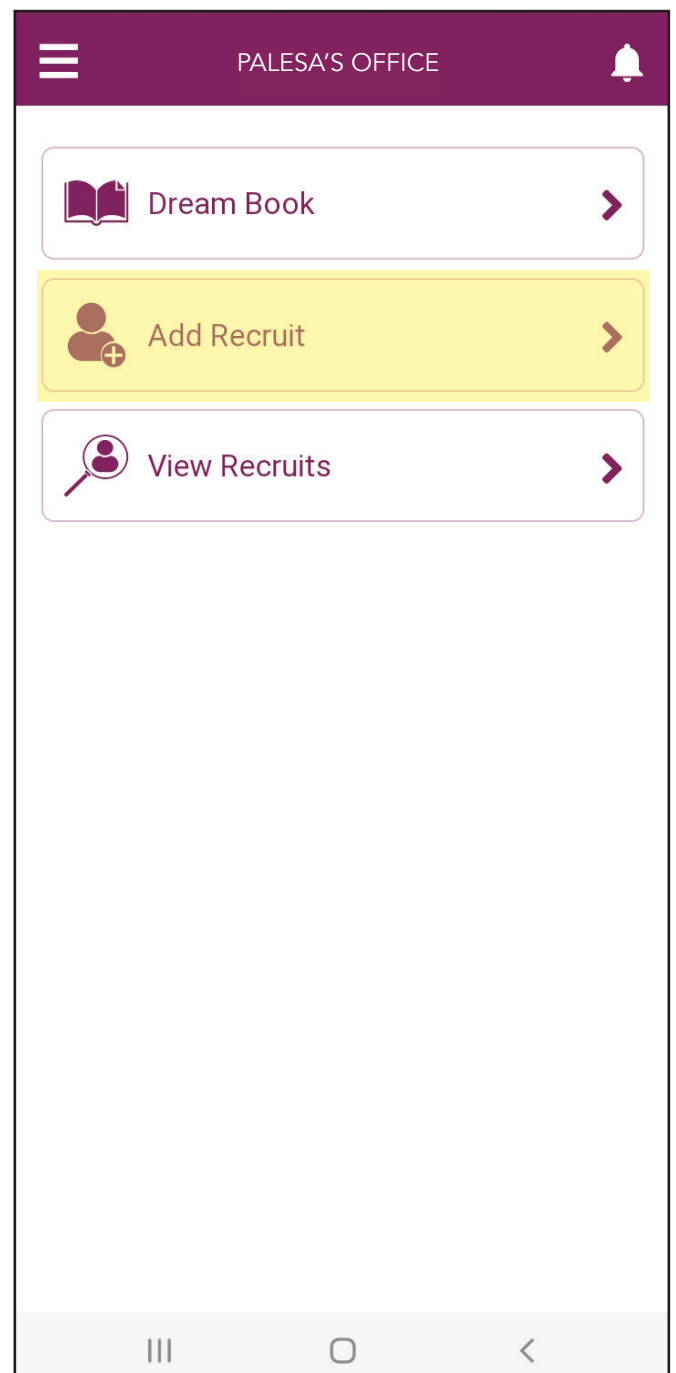
Step 1:

Tap the Pres Les App on your home screen.



Step 2:

Tap the "Add Recruit" tab in the App.



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Step 3:

Tap the "Personal Information" tab to begin the process.

ADD RECRUIT

Please complete the steps below to register your new Recruit.

- 1 Personal Information
- 2 Home Address
- 3 Banking Details
- 4 Registration Fee
- 5 Terms and Conditions

SUBMIT

Step 4:

Tap the arrow on the "Title" line.

ADD RECRUIT

1 Personal Information

Please complete the below:

* Title
Choose your title

* Country of ID/Passport
Choose country of issue

ID/Passport Number
As per your ID/Passport

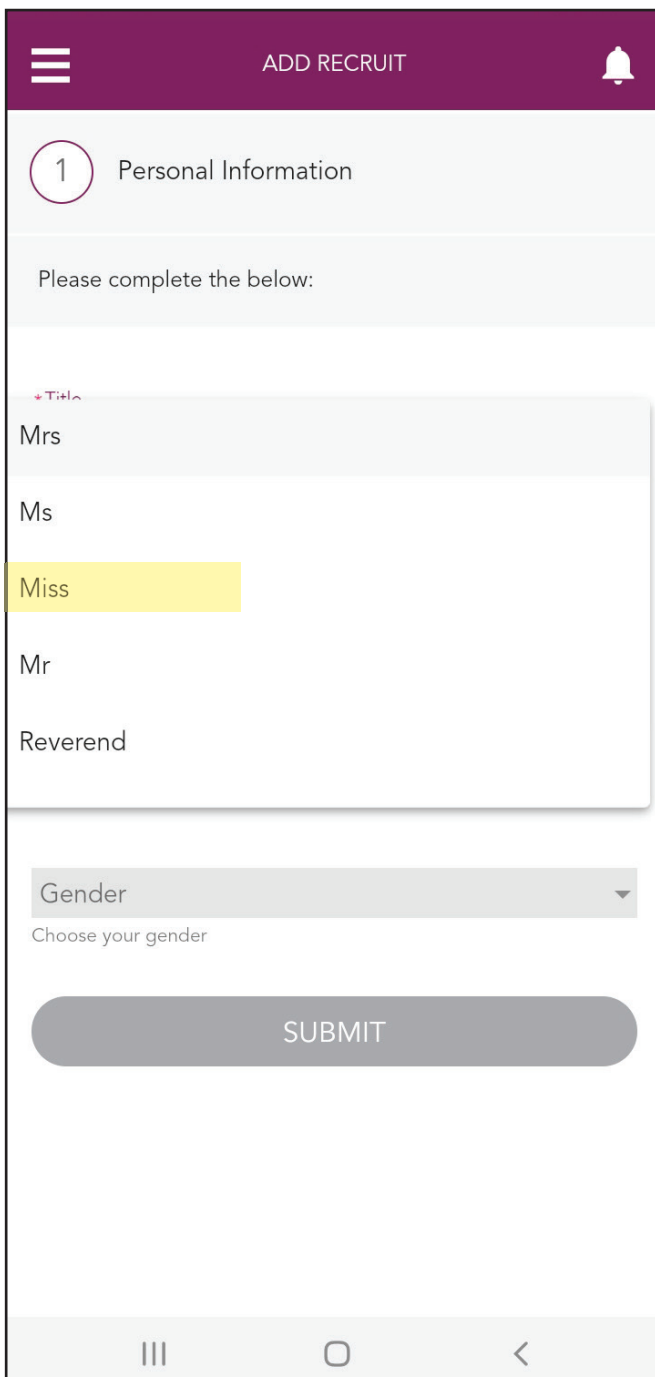
Gender
Choose your gender

SUBMIT

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Step 5:

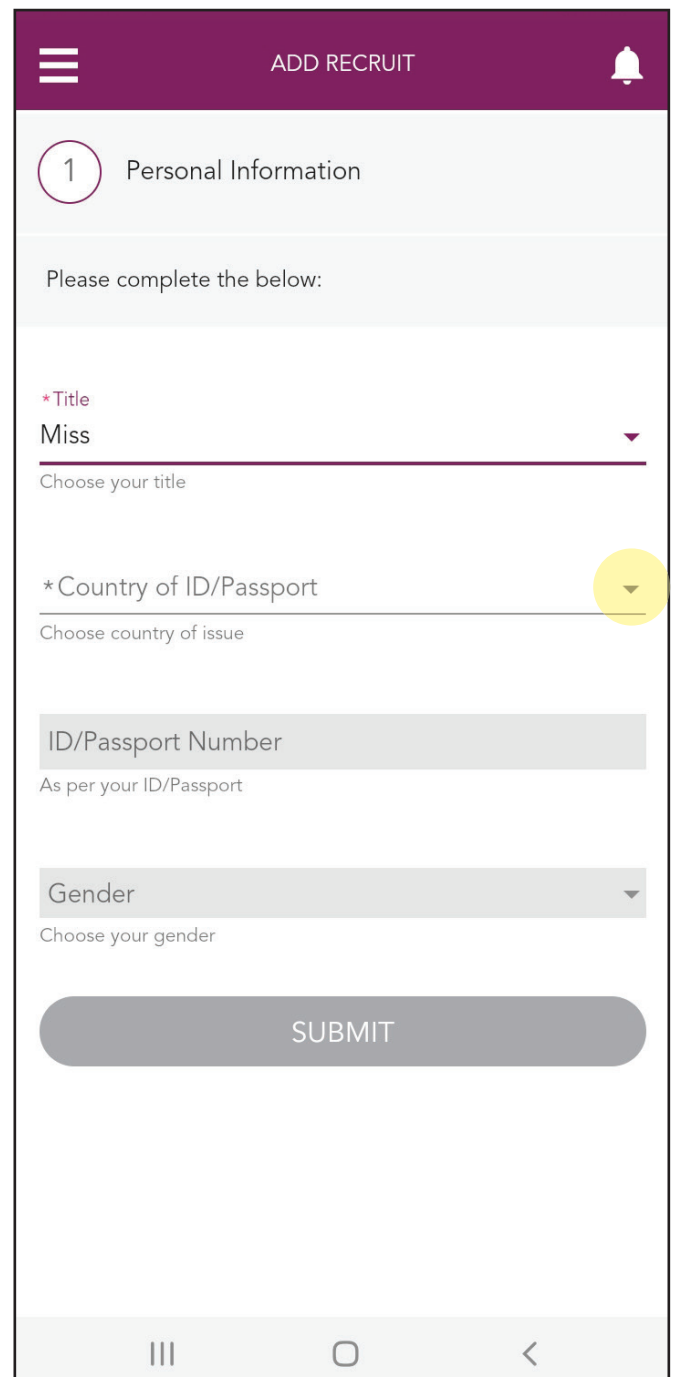
Select your Recruit's title from the drop-down options, e.g. Miss.



The screenshot shows the 'ADD RECRUIT' screen with a purple header. A red circle with the number '1' is next to the 'Personal Information' title. Below the title, it says 'Please complete the below:'. The 'Title' dropdown menu is open, showing options: Mrs, Ms, Miss (highlighted in yellow), Mr, and Reverend. Below the title dropdown is a 'Gender' dropdown menu with the text 'Choose your gender'. At the bottom is a grey 'SUBMIT' button.

Step 6:

Tap the arrow on the "Country of ID/Passport" line.



The screenshot shows the 'ADD RECRUIT' screen with a purple header. A red circle with the number '1' is next to the 'Personal Information' title. Below the title, it says 'Please complete the below:'. The 'Title' dropdown menu is closed, showing 'Miss' with a downward arrow. Below it is the 'Country of ID/Passport' dropdown menu with the text 'Choose country of issue'. A yellow circle highlights the downward arrow on the right side of the 'Country of ID/Passport' dropdown. Below this is an 'ID/Passport Number' field with the text 'As per your ID/Passport'. Below that is a 'Gender' dropdown menu with the text 'Choose your gender'. At the bottom is a grey 'SUBMIT' button.

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Step 7:

Select your Recruit's country from the drop-down options, e.g. Namibia.

ADD RECRUIT

1 Personal Information

Please complete the below:

*Title
Miss

Choose your title

*Country of ID/Passport

- South Africa
- Namibia**
- Botswana
- Zimbabwe
- Lesotho

SUBMIT

Step 8:

Enter your Recruit's ID/Passport number.

ADD RECRUIT

1 Personal Information

Please complete the below:

*Title
Miss

Choose your title

*Country of ID/Passport
Namibia

Choose country of issue

ID/Passport Number

As per your ID/Passport

Gender

Choose your gender

SUBMIT

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Step 9:

Tap the arrow on the
"Gender" line.

The screenshot shows the 'ADD RECRUIT' screen with the following fields:

- *Title:** Miss (dropdown arrow visible)
- *Country of ID/Passport:** Namibia (dropdown arrow visible)
- *ID/Passport Number:** *****0023
- *Gender:** Gender (dropdown menu highlighted in yellow, arrow visible)

A grey 'SUBMIT' button is at the bottom. The bottom navigation bar shows three icons: a list icon, a home icon, and a back arrow.

Step 10:

Select your Recruit's gender
from the drop-down
options, e.g. Female.

The screenshot shows the 'ADD RECRUIT' screen with the following fields:

- *Title:** Miss (dropdown arrow visible)
- *Country of ID/Passport:** Namibia (dropdown arrow visible)
- *ID/Passport Number:** *****0023
- *Gender:** Female (dropdown menu open, showing 'Female' and 'Male' options)

A purple 'SUBMIT' button is at the bottom. The bottom navigation bar shows three icons: a list icon, a home icon, and a back arrow.

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Step 11:

Tap the "SUBMIT" button to complete this section.

ADD RECRUIT

1 Personal Information

Please complete the below:

*Title
Miss

Choose your title

*Country of ID/Passport
Namibia

Choose country of issue

*ID/Passport Number
*****0023

As per your ID/Passport

*Gender
Female

Choose your gender

SUBMIT

Step 12:

Tap the paper clip button on the "Upload ID/Passport" line.

ADD RECRUIT

1 Personal Information

*Upload ID/Passport

Take a photo or upload an existing file

*Date of Birth
dd/mm/yyyy

*First Name

*Surname

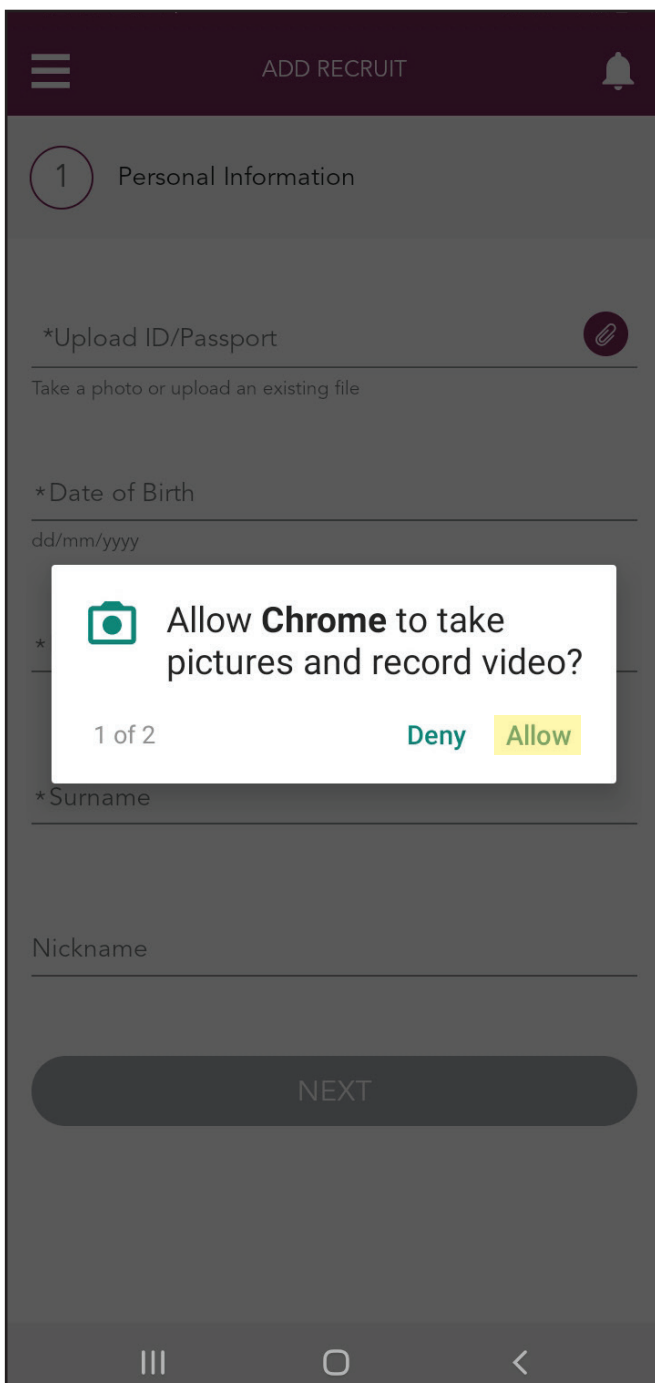
Nickname

NEXT

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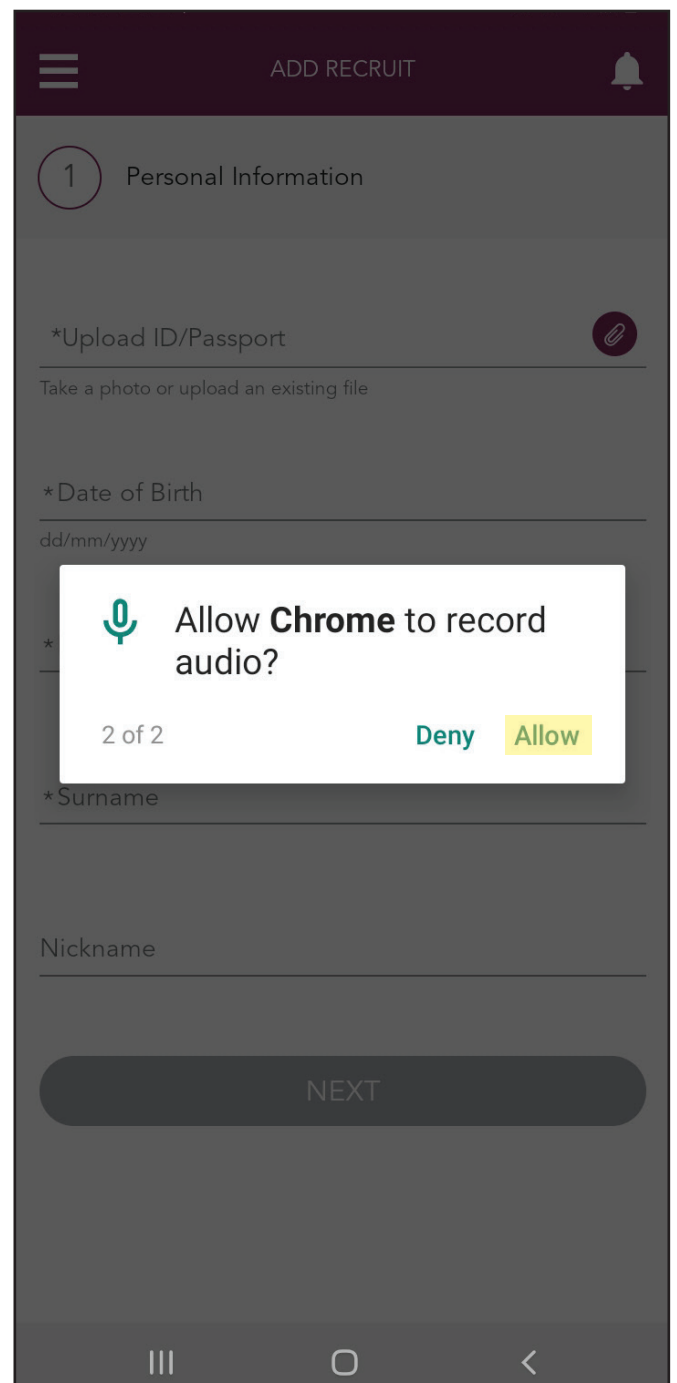
Step 13:

Tap the "Allow" option.



Step 14:

Tap the "Allow" option again.



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Step 15:

Tap the "Files" icon.

NOTE

Your Recruit will need to send you a photo of their ID/passport.

Their photo should be of the front of their ID/passport with their ID/passport number, first name and surname clearly visible in order for it to be captured.

ADD RECRUIT

1 Personal Information

*Upload ID/Passport

Take a photo or upload an existing file

*Date of Birth

dd/mm/yyyy

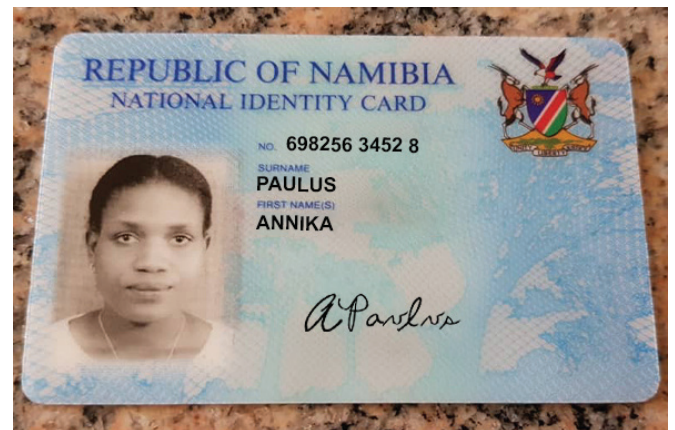
*First Name

*Surname

Nickname

Choose an action

Camera Camcorder Files



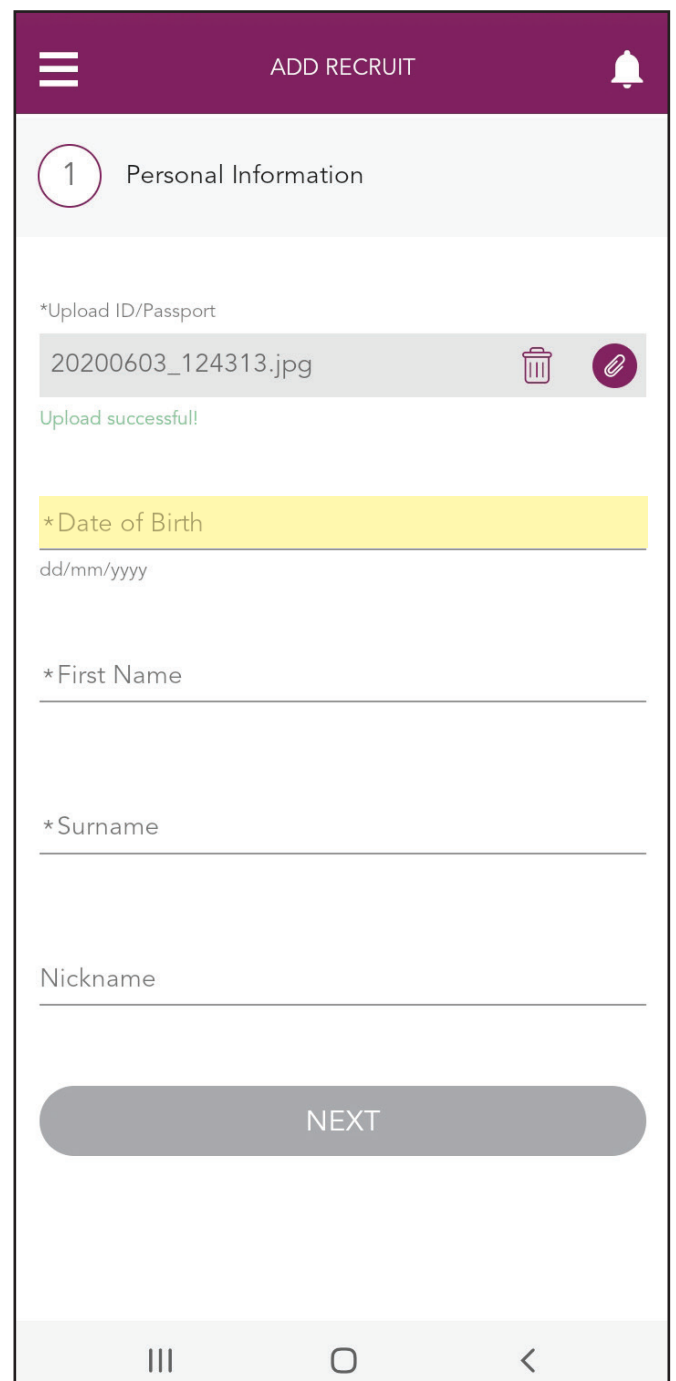
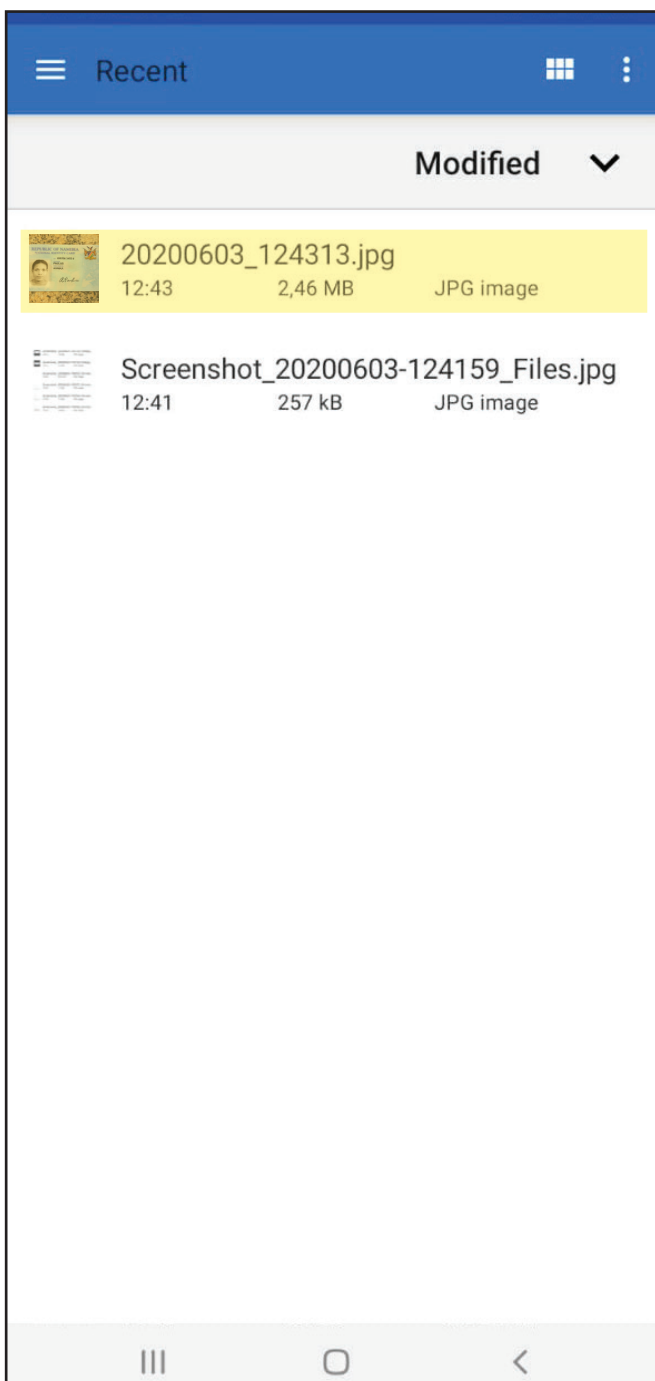
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NOTE

Tap the file to upload it.

Step 16:

Tap the "Date of Birth" line to insert your Recruit's date of birth. Note the dd/mm/yyyy format.

A screenshot of the "ADD RECRUIT" form in a mobile application. The top bar is purple with a hamburger menu icon on the left, the title "ADD RECRUIT" in the center, and a bell icon on the right. The form is divided into sections. The first section is "1 Personal Information". Below this is a field for "*Upload ID/Passport" which has been filled with "20200603_124313.jpg" and shows a "Upload successful!" message. The next field is "*Date of Birth" with a yellow highlight and a placeholder "dd/mm/yyyy". Below that are fields for "*First Name", "*Surname", and "Nickname". At the bottom of the form is a large grey button labeled "NEXT". The bottom of the screen shows the standard Android navigation bar with three icons: a square, a circle, and a triangle.

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Step 17:

Tap the "First Name" line to insert your Recruit's name as per their ID/passport.

The screenshot shows the 'ADD RECRUIT' app interface. At the top, there is a purple header with a hamburger menu icon, the text 'ADD RECRUIT', and a bell icon. Below the header, a grey bar contains a circled '1' and the text 'Personal Information'. The main form area has a light grey background. It starts with a label '*Upload ID/Passport' above a grey input field containing '20200603_124313.jpg'. To the right of the input field are a trash can icon and a paperclip icon. Below this is the text 'Upload successful!'. The next field is labeled '*Date of Birth' with the value '02/01/1986' and a placeholder 'dd/mm/yyyy'. The 'First Name' field is highlighted in yellow and is currently empty. Below it is the 'Surname' field, also empty. At the bottom of the form is the 'Nickname' field, also empty. A grey rounded button labeled 'NEXT' is positioned at the bottom of the form. The bottom of the screen shows a white bar with three icons: a hamburger menu, a circle, and a left arrow.

Step 18:

Tap the "Surname" line to insert your Recruit's surname as per their ID/passport.

The screenshot shows the 'ADD RECRUIT' app interface. At the top, there is a purple header with a hamburger menu icon, the text 'ADD RECRUIT', and a bell icon. Below the header, a grey bar contains a circled '1' and the text 'Personal Information'. The main form area has a light grey background. It starts with a label '*Upload ID/Passport' above a grey input field containing '20200603_124313.jpg'. To the right of the input field are a trash can icon and a paperclip icon. Below this is the text 'Upload successful!'. The next field is labeled '*Date of Birth' with the value '02/01/1986' and a placeholder 'dd/mm/yyyy'. The 'First Name' field contains the text 'Annika'. The 'Surname' field is highlighted in yellow and is currently empty. Below it is the 'Nickname' field, also empty. A grey rounded button labeled 'NEXT' is positioned at the bottom of the form. The bottom of the screen shows a white bar with three icons: a hamburger menu, a circle, and a left arrow.

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Step 19:

Tap the "Nickname" line to insert your Recruit's nickname, if they have a preferred name.

The screenshot shows the 'ADD RECRUIT' screen with a purple header. The title 'ADD RECRUIT' is centered, with a hamburger menu icon on the left and a notification bell icon on the right. Below the header, a grey bar contains a circled '1' and the text 'Personal Information'. The form fields are as follows: '*Upload ID/Passport' with the value '20200603_124313.jpg', a trash icon, and a paperclip icon; 'Upload successful!'; '*Date of Birth' with the value '02/01/1986' and a placeholder 'dd/mm/yyyy'; '*First Name' with the value 'Annika'; '*Surname' with the value 'Paulus'; and 'Nickname' with a yellow highlight. At the bottom, a grey rounded button contains the text 'NEXT'. The bottom navigation bar shows three icons: a hamburger menu, a circle, and a left arrow.

Step 20:

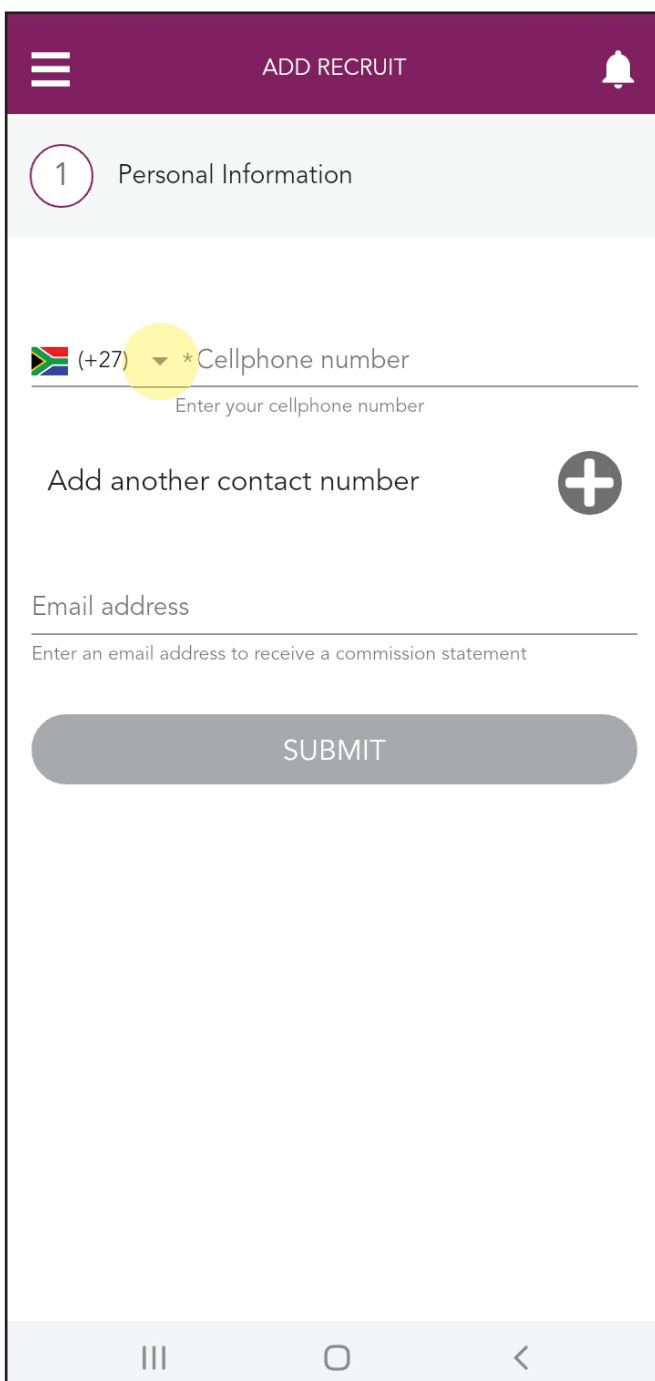
Tap the "NEXT" button to continue to the next section.

The screenshot shows the 'ADD RECRUIT' screen with a purple header. The title 'ADD RECRUIT' is centered, with a hamburger menu icon on the left and a notification bell icon on the right. Below the header, a grey bar contains a circled '1' and the text 'Personal Information'. The form fields are as follows: '*Upload ID/Passport' with the value '20200603_124313.jpg', a trash icon, and a paperclip icon; 'Upload successful!'; '*Date of Birth' with the value '02/01/1986' and a placeholder 'dd/mm/yyyy'; '*First Name' with the value 'Annika'; '*Surname' with the value 'Paulus'; and 'Nickname' with the value 'Anni'. At the bottom, a brown rounded button contains the text 'NEXT' and is highlighted in yellow. The bottom navigation bar shows three icons: a hamburger menu, a circle, and a left arrow.

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Step 21:


Tap the arrow to choose your Recruit's country code.



ADD RECRUIT

1 Personal Information

 (+27) *Cellphone number
Enter your cellphone number

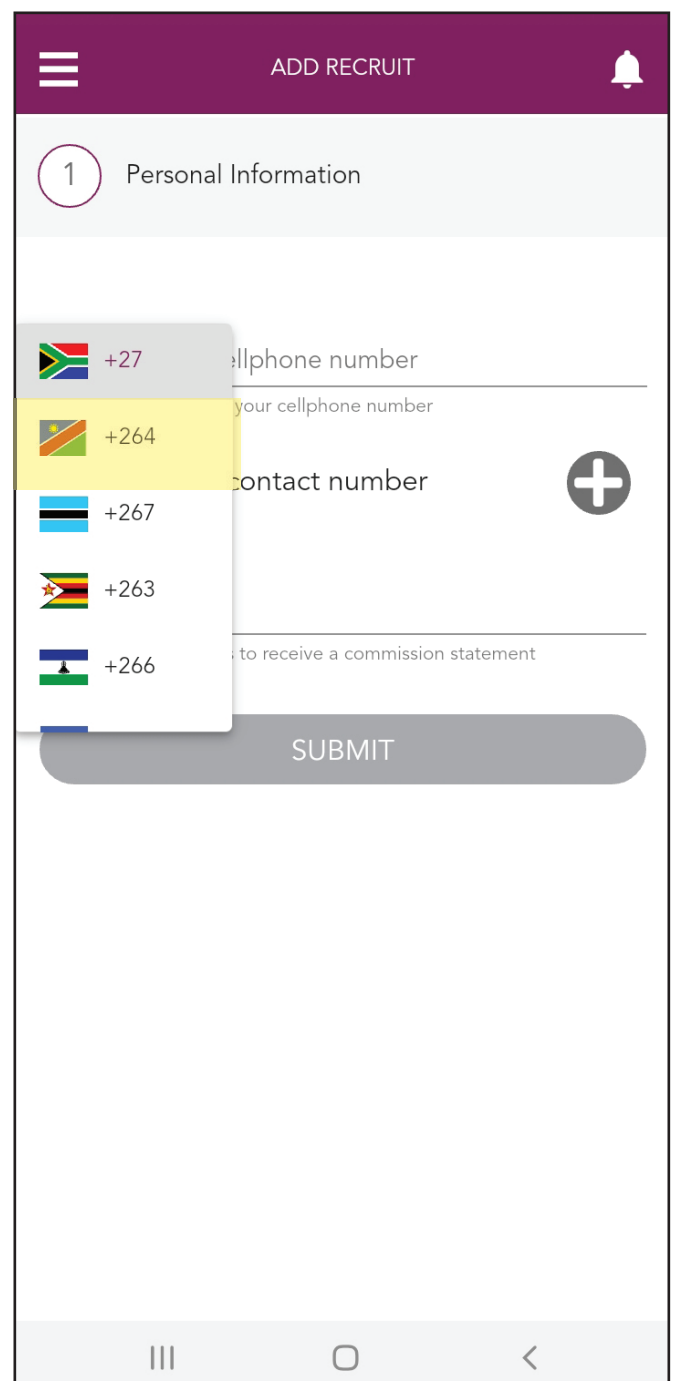
Add another contact number 

Email address
Enter an email address to receive a commission statement

SUBMIT


Step 22:





Tap the flag and country code from the drop-down options, e.g. Namibia.




ADD RECRUIT

1 Personal Information

 +27 Cellphone number
Enter your cellphone number

 +264
 +267
 +263
 +266

Add another contact number 

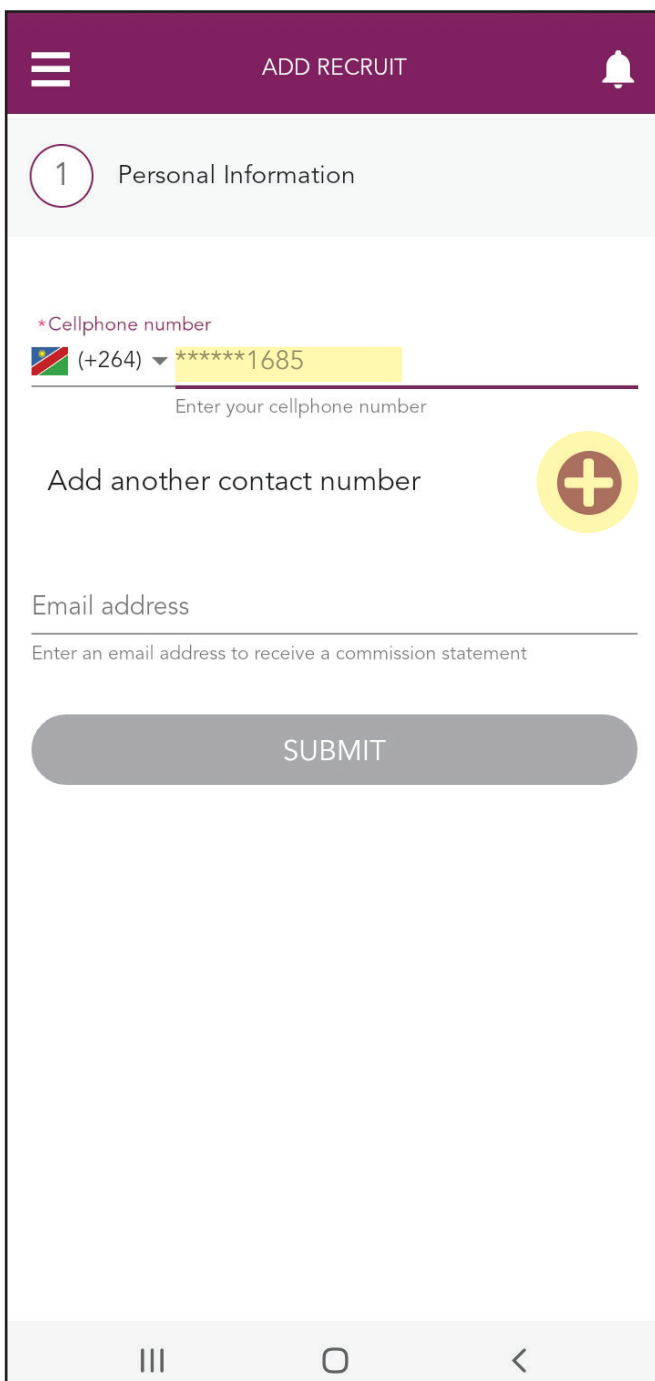
Email address
Enter an email address to receive a commission statement

SUBMIT

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Step 23:

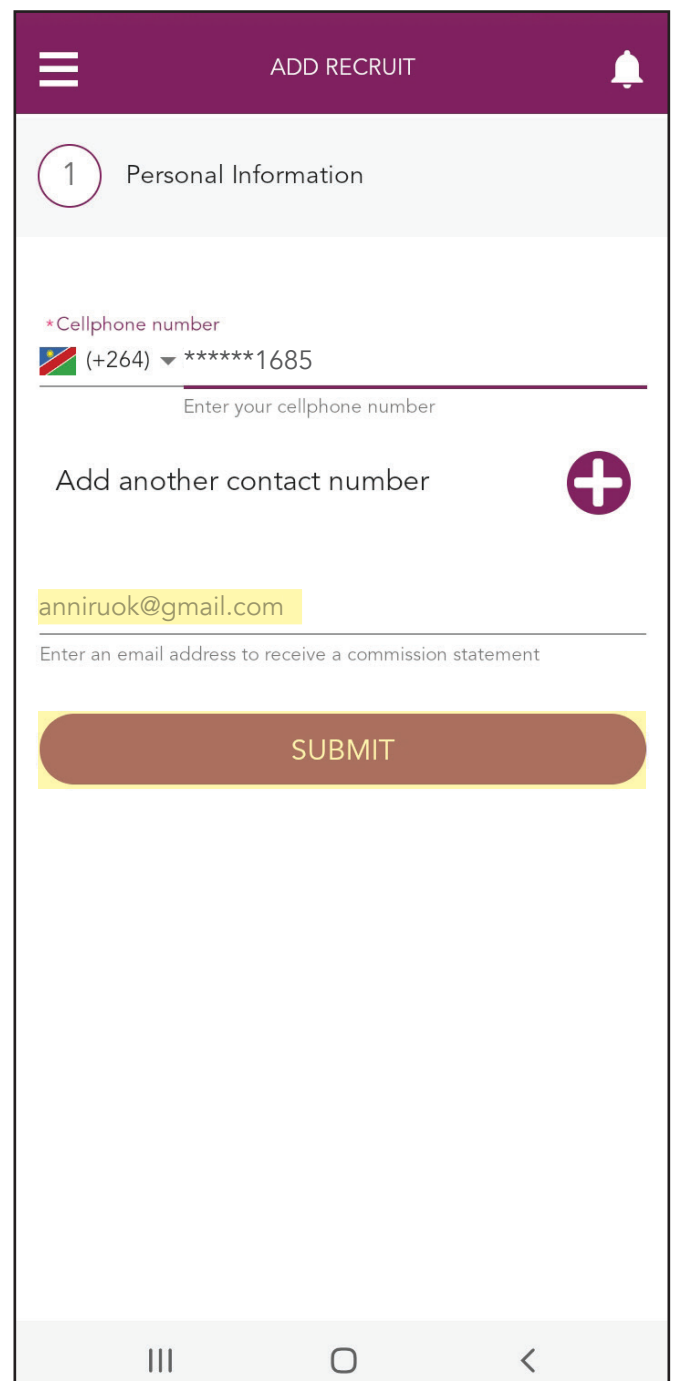
Enter your Recruit's cellphone number. You can add another contact number by tapping the "Plus" icon.



The screenshot shows the 'ADD RECRUIT' screen with a purple header. The title 'ADD RECRUIT' is centered, with a hamburger menu icon on the left and a notification bell icon on the right. Below the header, a grey bar contains a circled '1' and the text 'Personal Information'. The main content area has a red asterisk label '*Cellphone number' above a text input field containing '(+264) *****1685'. Below the field is the placeholder text 'Enter your cellphone number'. To the right of the field is a yellow circular button with a white plus sign. Below this is the text 'Add another contact number'. Further down is an 'Email address' label above another text input field with the placeholder 'Enter an email address to receive a commission statement'. At the bottom is a grey rounded rectangular button with the text 'SUBMIT'. The bottom navigation bar shows three icons: a hamburger menu, a circle, and a left arrow.

Step 24:

Enter your Recruit's email address and tap the "SUBMIT" button.



The screenshot shows the 'ADD RECRUIT' screen with a purple header. The title 'ADD RECRUIT' is centered, with a hamburger menu icon on the left and a notification bell icon on the right. Below the header, a grey bar contains a circled '1' and the text 'Personal Information'. The main content area has a red asterisk label '*Cellphone number' above a text input field containing '(+264) *****1685'. Below the field is the placeholder text 'Enter your cellphone number'. To the right of the field is a purple circular button with a white plus sign. Below this is the text 'Add another contact number'. Further down is an 'Email address' label above a text input field containing 'anniruok@gmail.com'. Below the field is the placeholder text 'Enter an email address to receive a commission statement'. At the bottom is a brown rounded rectangular button with the text 'SUBMIT'. The bottom navigation bar shows three icons: a hamburger menu, a circle, and a left arrow.