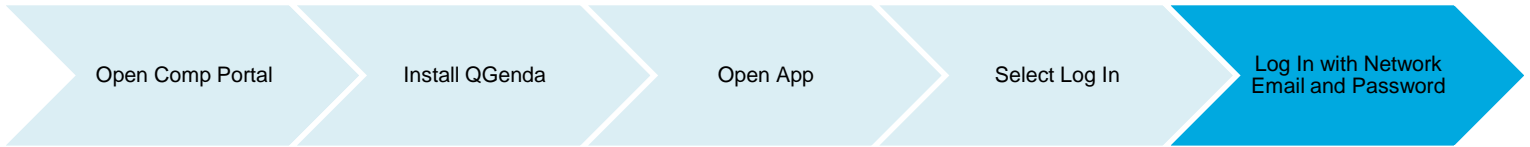




**QGenda is a scheduling and resource management program for provider scheduling.**

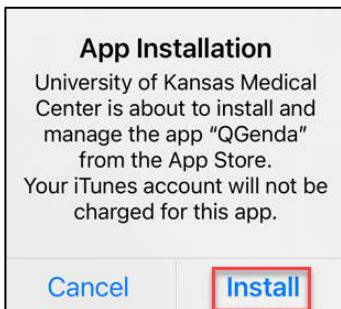


### Install QGenda

1. Launch Comp Portal  on your device.

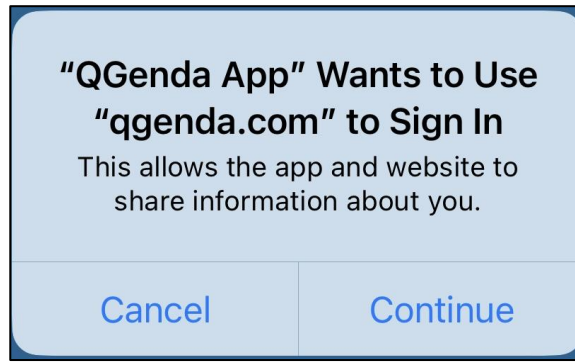
To comply with hospital policies and ensure patient safety, Microsoft Intune (Comp Portal) is required on your personal device prior to installing this hospital app. If your device is lost or stolen, hospital apps can be removed. For instructions on installing Intune, please refer to [Intune Install](#) tip sheet.

2. Click **View All Apps**.
3. Select **QGenda** and **Install** (this may take a few minutes).
4. Tap **Install**.

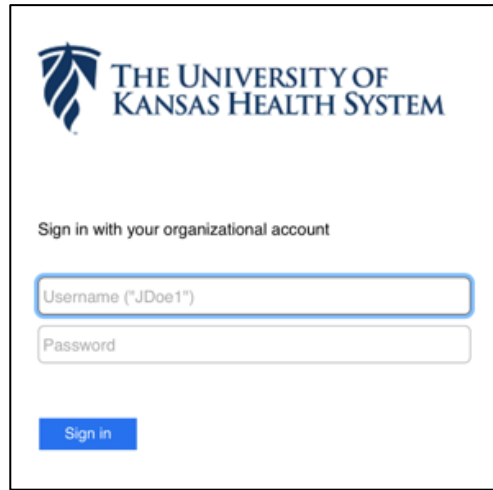
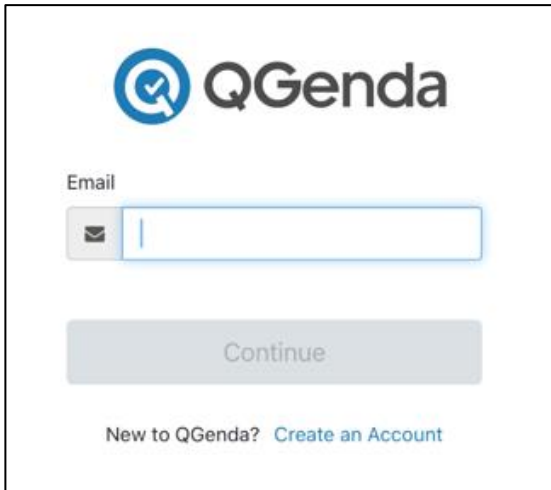


**Note:** If install seems slow, swipe screen down to refresh. It will say downloading or pending, but it should be downloaded, and you can continue the install process.

5. **Open** QGenda app.
6. Select **Log In**, then select **Continue** on the next screen.



7. Enter your **@kumc.edu email** If prompted, log in to the TUKHS sign-in page with your **network username** (nothing before or after your username: e.g., "cturk42") and **password**.



**Note:** The QGenda app will ask for permissions such as Allow Notifications, use Biometrics or setup pin, etc. the first time you log into the QGenda app.

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### FOR MORE INFORMATION CONTACT:

- [Health System Help Desk](#) | [HITS\\_ServiceDesk@kumc.edu](mailto:HITS_ServiceDesk@kumc.edu) | Phone 913-945-9999