

Instructions for Accessing the MyStop Mobile App

- 1.) Download the app onto your smartphone
 - a. Launch the App Store on your iPhone (Google Play Store for Android phones)
 - b. Search for “ Versatrans My Stop” by Tyler Technologies, Inc.
 - c. Install app

- 2.) Launch the app from your home screen named Vst My Stop

- 3.) Select the “Tap to select a school district” button
 - a. This brings up a “Closest Districts” list
 - b. If you do not find your school, select the “all Districts” button at the bottom
 - c. Select “Warren Township High School – Gurnee (IL)” and press OK at the bottom if the screen

- 4.) Enter your username and password to log in.
 - a. Both the username and password re the Student ID #
 - b. Once logged in, you can select the “setup” button at the top right and then select “Change Password” if you do not want to continue using the Student ID

- 5.) The main screen of the app will display a map of the district
 - a. You will see a yellow arrow on the screen that indicates where your student’s bus currently is if there is a planned route for the current time
 - b. If you do not see an arrow there will be a message that states “no active routes found”.
 - c. This means that the student’s route is not on the road at this time or that you have selected a student who does not receive school transportation.
 - d. To swap between siblings without logging out, tap the student’s name at the top left to bring up a list of all related students