

WeldLog

How to use the app — a guide for owners, foremen, and welders

WeldLog is a simple tool for logging welds and signing them off. Welders record their welds with a photo. Foremen review them and mark any defects right on the photo. Everything is kept per shop, so your records stay private to your crew.

Get started at weldlog.ca — works on your phone or computer, no app to install.

Getting started (everyone)

FIRST TIME SIGNING IN

- 1 Go to **weldlog.ca** and tap "Need an account? Sign up".
- 2 Enter your email and a password, check the box to agree to the Terms, and create your account.
- 3 Check your email for a confirmation link and click it.
- 4 Go back to weldlog.ca and sign in.
- 5 Enter your full name and tap Next.
- 6 Set up your shop — either **Join** an existing shop with a code, or **Create** a new one.

Everyone starts as a welder. Foreman access is given out by the shop owner — see the owner section.

For the shop owner

YOU CREATED THE SHOP — YOU'RE IN CHARGE

Setting up your shop

- 1 On the "Set up your shop" screen, tap **Create shop**.
- 2 Type your shop name (e.g. Ion Welding) and tap Create shop.
- 3 You're now the owner and a foreman. A 6-character join code appears at the top of your dashboard.

Adding your crew

- 1 Share your join code with your welders (text it, write it on the board, whatever works).
- 2 They sign up, choose Join shop, and enter the code. They show up in your Crew tab.

Promoting a foreman

- 1 Open the **Crew** tab.
- 2 Find the crew member and tap **Make foreman**. Tap again to change them back to welder.
- 3 Only foremen can review and sign off welds — so promote the people you trust to do inspections.

Letting welders see all welds (optional)

- 1 On your dashboard there's a toggle: "Let welders see all welds in the shop."
- 2 Turn it **ON** if you want your whole crew to see each other's welds and your markups (good for training).
- 3 Leave it **OFF** if each welder should only see their own welds.

For foremen

YOU REVIEW AND SIGN OFF WELDS

Reviewing a weld

- 1 Open the **Review** tab. Pending welds are waiting for you.
- 2 Tap a weld to open it. You'll see the photo and the weld details.
- 3 Tap the photo wherever you see a defect — a numbered pin drops where you tap.
- 4 For each pin, choose the defect type and (optionally) how severe it is.
- 5 Pick the overall result: **Accept**, **Repair**, or **Reject**.
- 6 Add notes if you want, then tap **Save sign-off**.

Once you save, the welder who logged it can see your pins and notes on their own phone.

You can also log welds

Foremen can use the New weld tab too, just like welders, if you're doing the welding yourself.

For welders

YOU LOG YOUR WELDS

Logging a weld

- 1 Open the **New weld** tab.
- 2 Fill in the job/project and weld ID (both required), plus WPS and position if you have them.
- 3 Take or upload a photo of the weld.
- 4 Add any notes, then tap **Submit weld**.

Seeing your sign-off

- 1 Open the **My welds** tab and tap a weld that's been reviewed.
- 2 If the foreman marked defects, you'll see numbered pins on the photo and a list of what each one is.
- 3 The result (Accept / Repair / Reject) shows on the weld, so you know what to fix.

Who can do what

	Welder	Foreman	Owner
Log a weld	Yes	Yes	Yes

See own welds	Yes	Yes	Yes
See all shop welds	If turned on	Yes	Yes
Review / sign off	No	Yes	Yes
Promote crew to foreman	No	No	Yes