

Your first 30 days with Zaviira Assure

An onboarding outline for a housing provider

Assure is set up with you directly. This is the usual shape of a first month. The timings are a guide, and a first rollout can start with a defined set of homes.

Week 1: your properties and your people

1 Import your properties and locations

Bulk import by CSV, including UPRNs where you hold them. Each location gets its own QR code.

2 Set up your users

Management accounts first. Users are unlimited, so add everyone who needs to see the record.

Week 2: surveyors and contractors

3 Onboard surveyors

Each surveyor is invited by email. New users set their own password, and someone who already has a Zaviira login uses it.

4 Onboard contractors

Import contractors, or invite them one at a time. Each contractor uploads their certificates, and the dates are read with AI assistance.

Week 3: a test case, end to end

5 Run one case from report to closed

Use the tenant report link or QR code, dispatch to a surveyor, diagnose, assign a contractor, complete the work and re-survey. Generate the location evidence pack at the end.

6 Review the result with your team

Check the record, the exports and what each role sees.

Week 4: go live with a defined set of homes

7 Share the report link for the first homes

By email, or as a printed QR code. A first rollout can start with a defined set of homes and extend as your team is ready.

8 Agree how you will review it

Decide who looks at the dashboard, and how often.

What we need from you

A list of properties and locations, the people who will use Assure and their roles, and your contractors with their certificates.