

Randy Crider Fire Chief

Carl Crumbley Deputy Fire Chief

1595 County Services Pkwy.
Marietta, GA 30008-4021
www.cobbfmo.org



Cobb County Fire & Emergency Services

Nicholas Dawe Fire Marshal

fmoinpections@cobbcounty.org
phone: (770) 528-8310 • fax: (770) 528-8320

MobileEyes Administrator Guide

The first person to create a MobileEyes account for a company is labeled the portal administrator. The administrator is the only person with editing privileges for that company's account.

1.	<p>Go to www.mobile-eyes.com</p> <p>Click Login in the top right-hand corner</p> <p>Choose the Inspection Portal</p> <p>Log in to your MobileEyes account</p>	
2.	<p>Under User Options, select Admin Tools</p>	
3.	<p>Every employee that has a MobileEyes account under the same company will come up on the Company Admin Tools screen. <i>*If an employee has an active account but does not show up on this screen, there may be more than one company account created.*</i></p>	

4.	To determine the rights each user should have, use the list provided that explains what each selection allows.	<ul style="list-style-type: none"> • Admin - Admins have access to this screen. • See/Edit All - Can see/edit all inspections for the company. • Submit - Can submit their inspections ONLY. • Submit Others - Can submit other's inspections. • Can Use Email Tool - Can use portal tool to email inspections. • Inactive - Can no longer log in.
		<div> <div>Staff</div> <div>Phone(s)</div> <div>Admin?</div> <div>See/Edit All?</div> <div>Submit?</div> </div>
<p>If a user should no longer have access to accounts associated with a company, select the Inactive? check box under their name. This removes the user's privileges for those accounts.</p>		

To view jobs that are linked to a certain company/employee

1. Log on to the MobileEyes **Permit** Portal
2. Select "Cobb County Fire & Emergency Services" from the City/Dept: drop down box.
3. Scroll down to Active Jobs and choose "All Jobs for my company" and click **search**. (Do not enter anything in the address fields)

←

→

↻

mobile-eyes.com/PA_Index.asp?DisplayAHJ=mf-us-ga-cobbco

☆

⋮

MobileEyes

ENABLING A SAFER WORLD

Welcome back

Jane Doe

(Jane Doe Inc)

Log Off

Update Account

[Tyler Privacy Policy](#)

Help Videos

[Single Portal Account Overview](#)

[How to Find Your Active Jobs](#)

[How to Request an Inspection](#)

[How to Request Multiple Inspections](#)

[How to Cancel an Inspection](#)

Contractor Permit Portal

Need Help?

City/Dept.: Cobb County Fire & Emergency Services

Start New Application

☐ Just My Jobs

☒ All Jobs for my company

Address:

Street:

Status: ☒ All ☐ Unsubmitted ☐ Submitted ☐ Returned

Occupant:

Job Type:

Search

Clear Filters

Address

Job Type

Status

No matches

Active Jobs

☐ Just My Jobs

☒ All Jobs for my company

Address:

Street:

Schedule Status: ☒ All ☐ Scheduled ☐ Unscheduled

Occupant:

Job #:

Search

Clear Filters

Address	Job Type / #	Status	Scheduling
Marisa's Latin Cuisine 99991 MAHABIR Boulevard MARIETTA, GA 30144	Tenant 200407001-FMO	Open	Tenant--New Request Inspection <div>Upload Plans</div>
Johnson's Pizzeria 99991 Johnson MARIETTA, GA 30144	Trade Only 200407002-FMO	Open	Fire Alarm Request Inspection <div>Upload Plans</div>
Collins Creations 99991 Collins MARIETTA, GA 30144	Tenant 200407003	Open	Zoning checks not passed <div>Upload Plans</div>