InterviewLens User Manual

Complete setup guide for downloading and using the Windows desktop application.

Important: InterviewLens is a portable Windows application. There is no installer. Download the EXE, then double-click the EXE whenever you want to open the application.

1. Sign in to the User portal

1. Open the User portal in your browser.
2. Sign in with your account, or create an account and verify your email.
3. Buy or choose a plan if you do not already have a license.

2. Download the desktop application

1. Open **Download app** from the left menu.
2. Click the single **Download** button and wait for the EXE download to finish.
3. Open your browser Downloads folder.
4. Double-click the downloaded **.exe** file. Do not look for a setup wizard or installer.
5. If Windows SmartScreen appears, choose **More info ? Run anyway** only when the file came from your User portal.

3. Add this computer

1. Open the EXE.
2. Copy the **Device ID** shown in the desktop application.
3. In the portal, open **Devices**, paste the Device ID, choose a license, and click **Add device**.

4. Activate the application

1. Open **Licenses** in the portal and copy your activation key.
2. Open the desktop License window.
3. Paste the key and click **Activate**.
4. Confirm that the desktop shows your active plan and remaining days.

5. Configure the User portal connection

1. Open **Customize ? Advanced** in the desktop app.
2. Use the **User portal URL**, not the Superadmin URL.
3. Click **Test Connection**, then **Save Portal URL**.

6. Sync and test AI providers

1. Open **Customize ? AI Connections**.
2. Click **Sync from Portal** to receive the provider settings managed by the administrator.
3. Click **Test All Connections**.
4. API keys and model settings are hidden in the desktop app. Contact support if a provider is not configured.

7. Open the app later

Keep the downloaded EXE in a safe folder. Whenever you need InterviewLens, double-click that same EXE. You can create a desktop shortcut, but no installation step is required.

Troubleshooting

- **Download unavailable:** confirm that you are signed in and have a published release.
- **Portal connection failed:** verify the User portal URL and internet connection.
- **License not active:** add the Device ID in the portal before activating.
- **No AI provider key:** click Sync from Portal after the device is licensed.
- **SmartScreen warning:** verify that the EXE was downloaded from the User portal before continuing.

Online screenshots: Screenshots are available in the online User Manual because this server does not have PHP GD enabled for PDF image processing.