



ServiceStream

Accessing Beakon for the first time

Quick Start Guide

October 2025



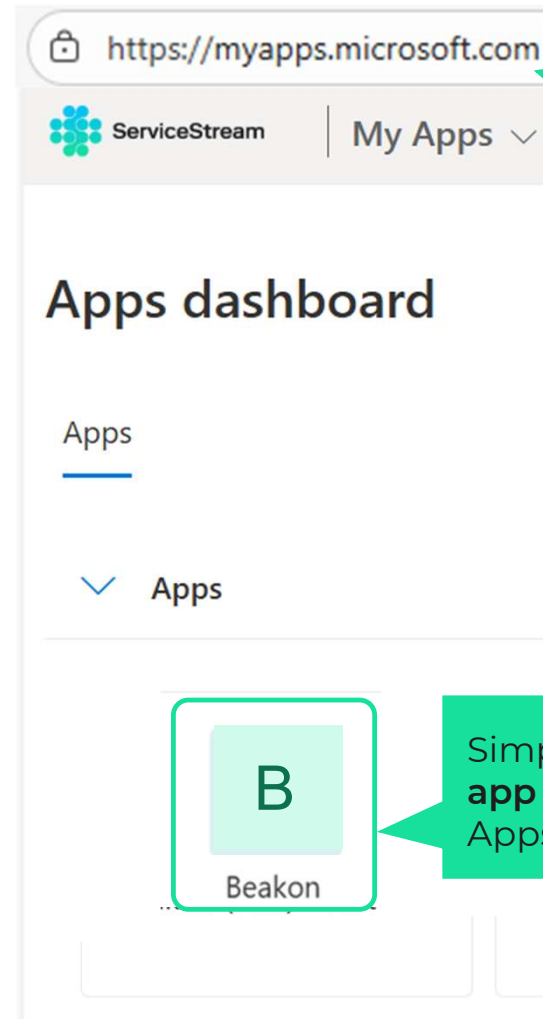
Getting Started with Beakon Access

- **Already use Service Stream Apps?**

[Click here](#) to open Beakon directly from the Apps Portal. (Refer to the last page of this guide for a brief overview of Beakon).

- **New to Service Stream Apps?**

This guide is for you. The **next pages** outline the steps to access the Apps Portal and log in to Beakon.



Tip - Save the link to your favourites, for easy access next time.

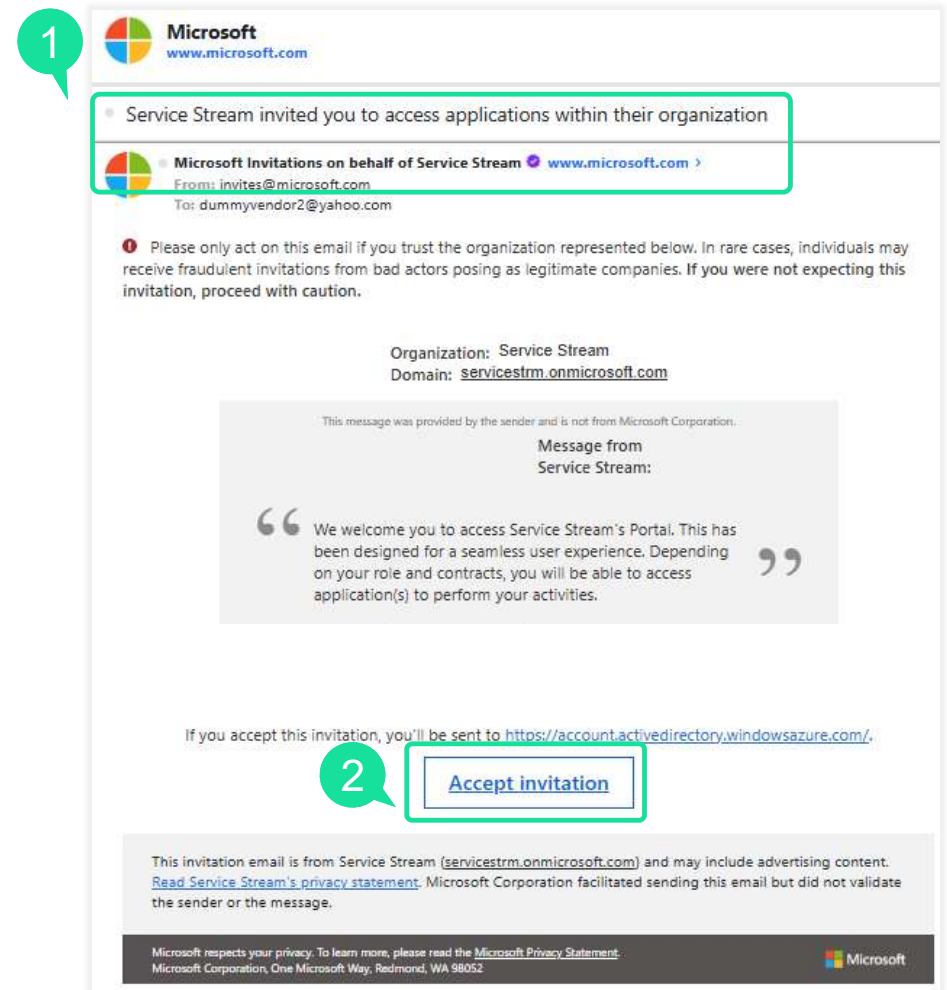
Simply click the **Beakon app** directly on the Apps dashboard.

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1. Locate your email from **Microsoft Invitations on behalf of Service Stream** - inviting you to access applications within the Service Stream portal.
2. Accept the invitation

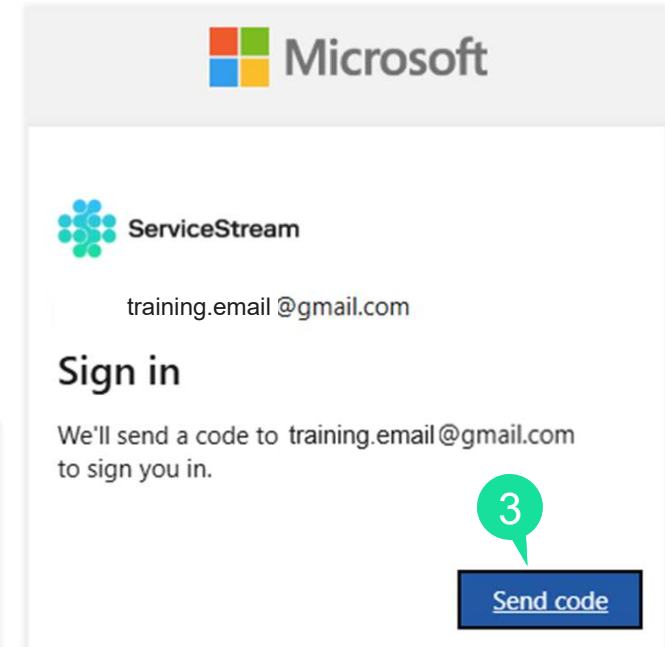
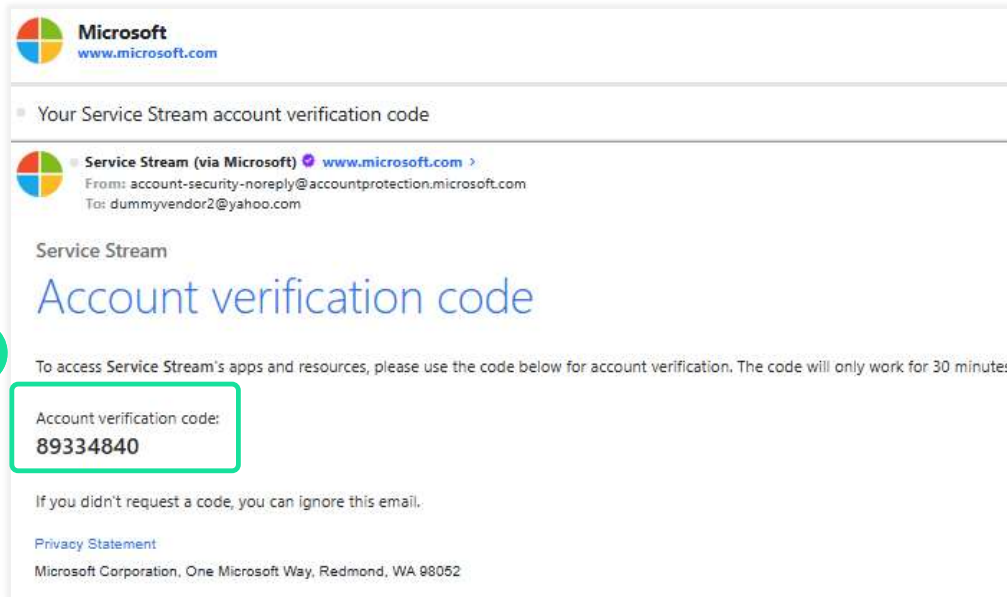
Can't find the email from Microsoft?

Check your spam or junk folder first, then contact your employer or Service Stream Project Admin or Compliance Team.



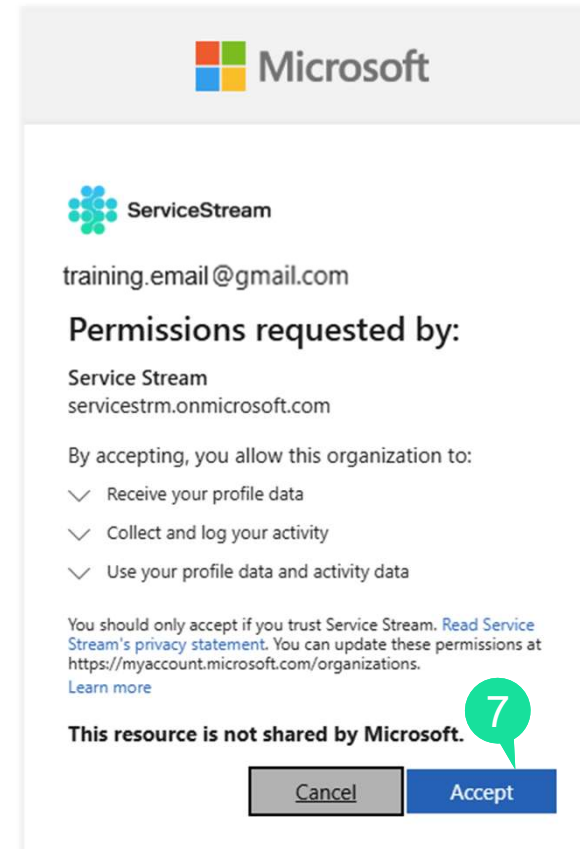
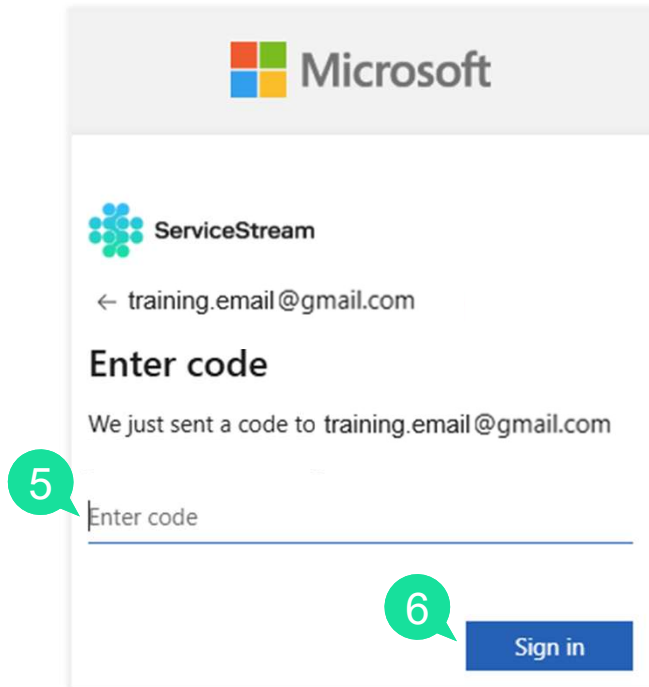
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3. Click **Send code**
4. You'll receive an email with a **verification code** to confirm your account



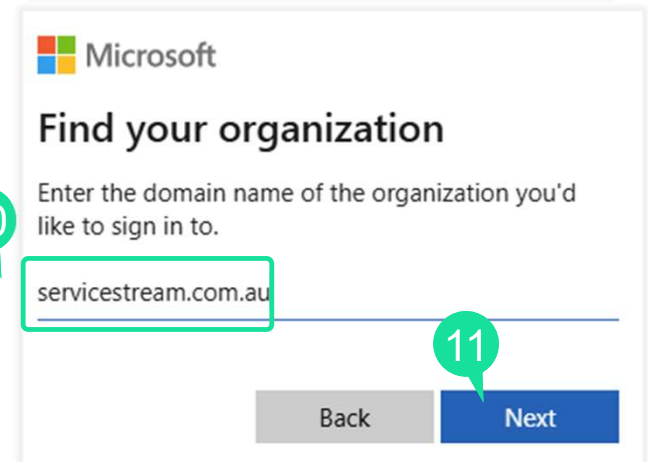
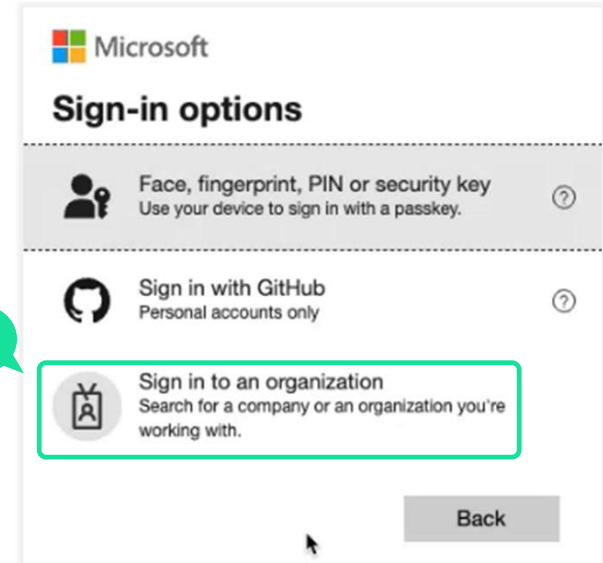
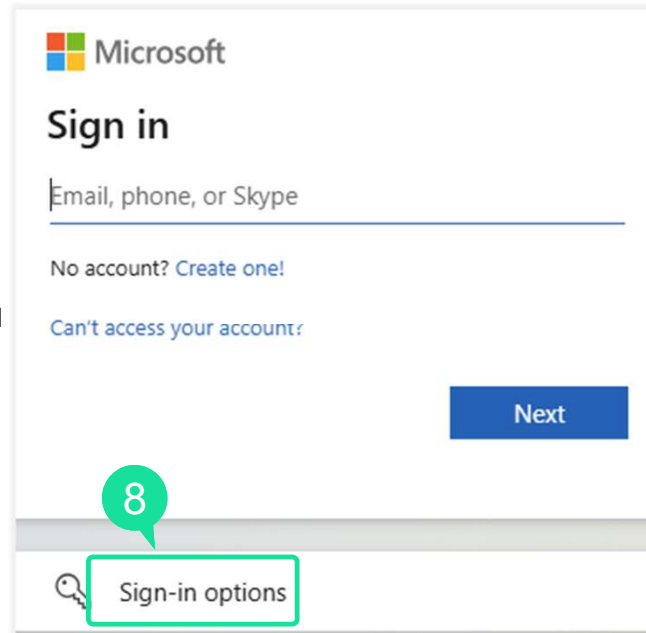
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5. Enter the **code** into the prompt when asked
6. Click **Sign in**
7. Click **Accept**



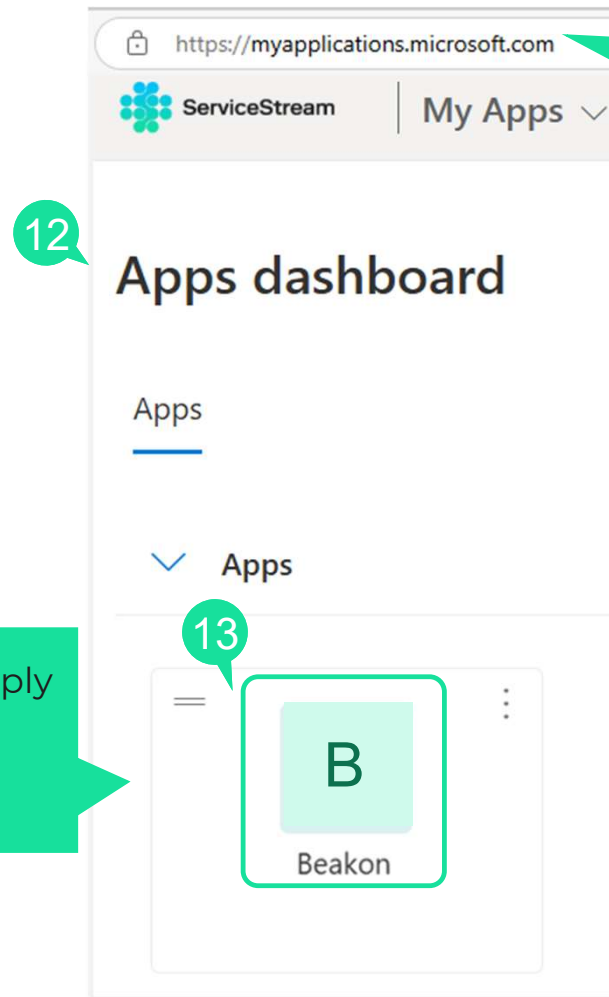
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- 8. Click **Sign-in options**
- 9. Select **Sign in to an organization**
- 10. Enter **servicestream.com.au**
- 11. Click **Next**



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12. Once setup is complete, you'll be taken to the Service Stream **Apps dashboard**.
13. Click the **Beakon** app to launch it.



For future access simply click the **Beakon app** directly on the Apps dashboard.

Tip - Save the link to your favourites, for easy access next time.

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14. You'll arrive at the **Beakon dashboard**, where you can:

15. Update your profile

16. Submit important documents

17. Complete training modules

Need help with any of these?

View our quick guides and videos on the [subcontractor hub](#).

The screenshot shows the ServiceStream Beakon dashboard. At the top, the ServiceStream logo is on the left, and 'SS Employees' and 'Contractors' are in the middle. On the right, there is a search icon and a user profile icon (callout 15). Below the header, a 'Dashboard' button is highlighted with callout 14. The main content area is titled 'Employee - Welcome to Beakon'. It features a photo of five workers in safety gear. Below the photo, there is a commitment statement and a link to user manuals. On the right side, there are two panels: 'My Documents to submit' (callout 16) and 'My Learning' (callout 17). The 'My Documents to submit' panel contains a table with two rows of mandatory documents, each with a status of 'Not Submitted' and an 'Add' button. The 'My Learning' panel contains a table with one row for 'Generator SSL Induction (Optional)', with a status of 'No Attempt'.

NAME	CATEGORY	EXPIRY	STATUS	ACTION
+ Document 1 (Mandatory)	Documents		Not Submitted	Add
+ Document 2 (Mandatory)	Documents		Not Submitted	Add

NAME	CATEGORY	DUE DATE	STATUS	ACTION
+ Generator SSL Induction (Optional)	Induction		No Attempt	