

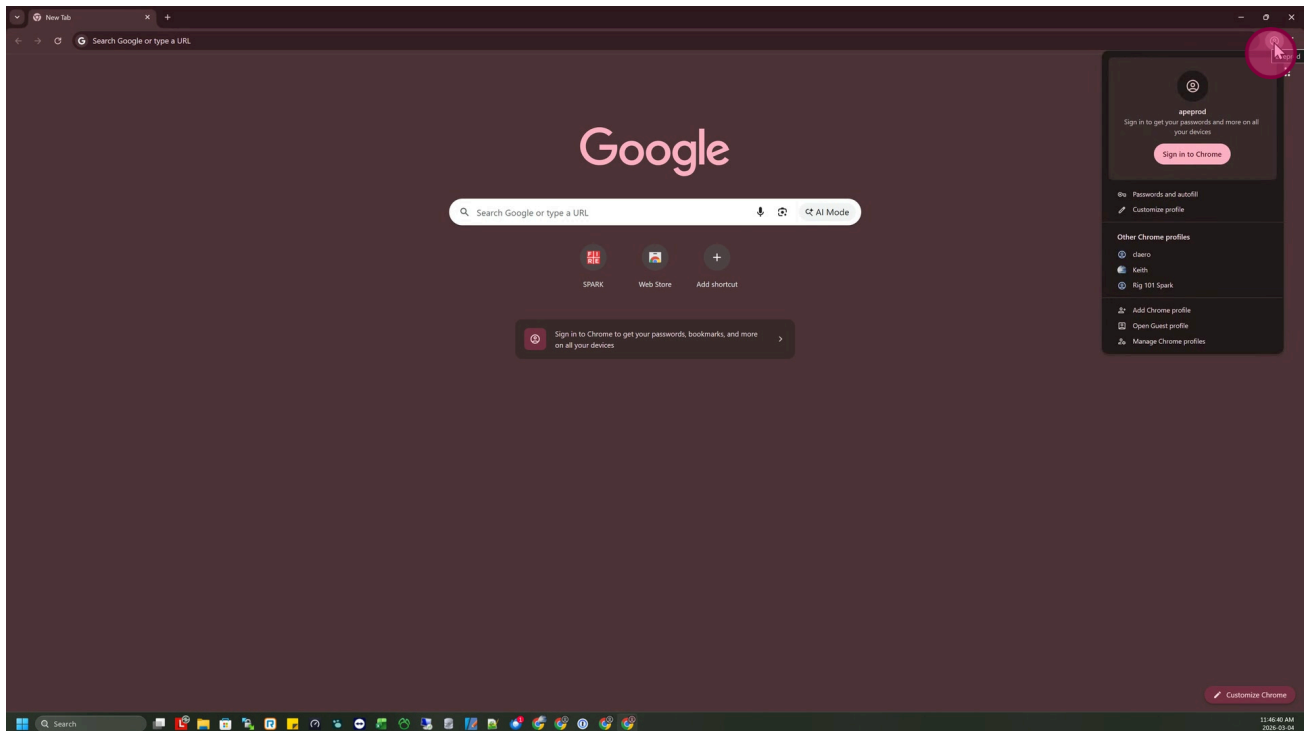
Chrome Profile Setup / Spark Install



[Click here to view video](#)

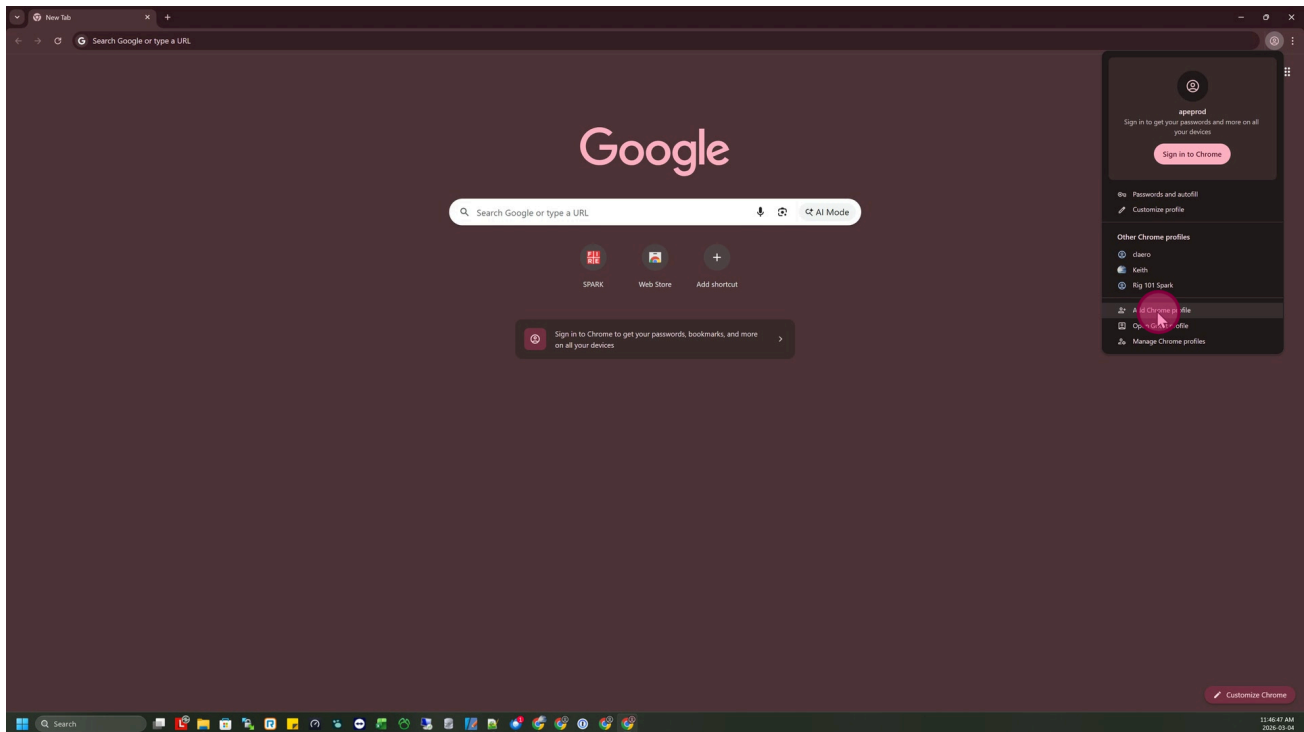
1 Open Chrome Menu

Click the three-dot menu icon located in the top-right corner of the Chrome browser window.



2 Add New Chrome Profile

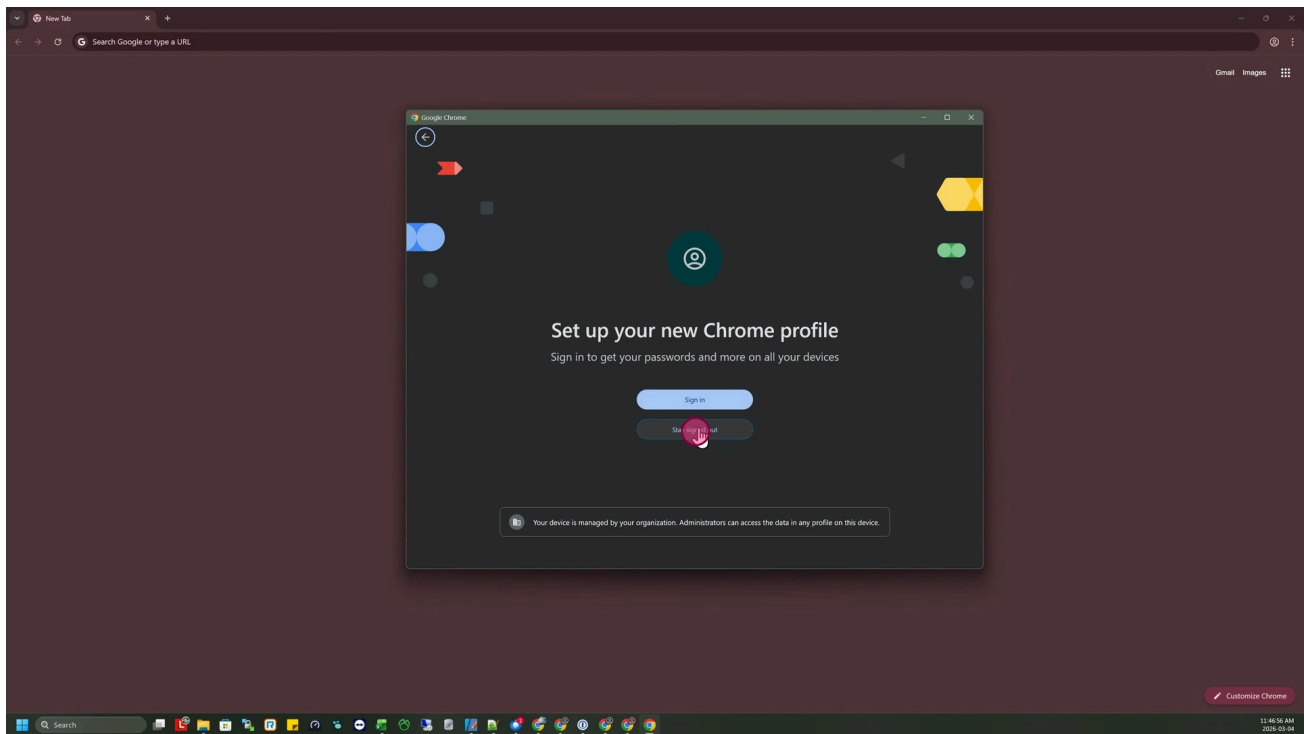
From the dropdown menu, select "Add Chrome profile" to open the profile setup window.



3

Sign in to or Create new user Chrome Profile

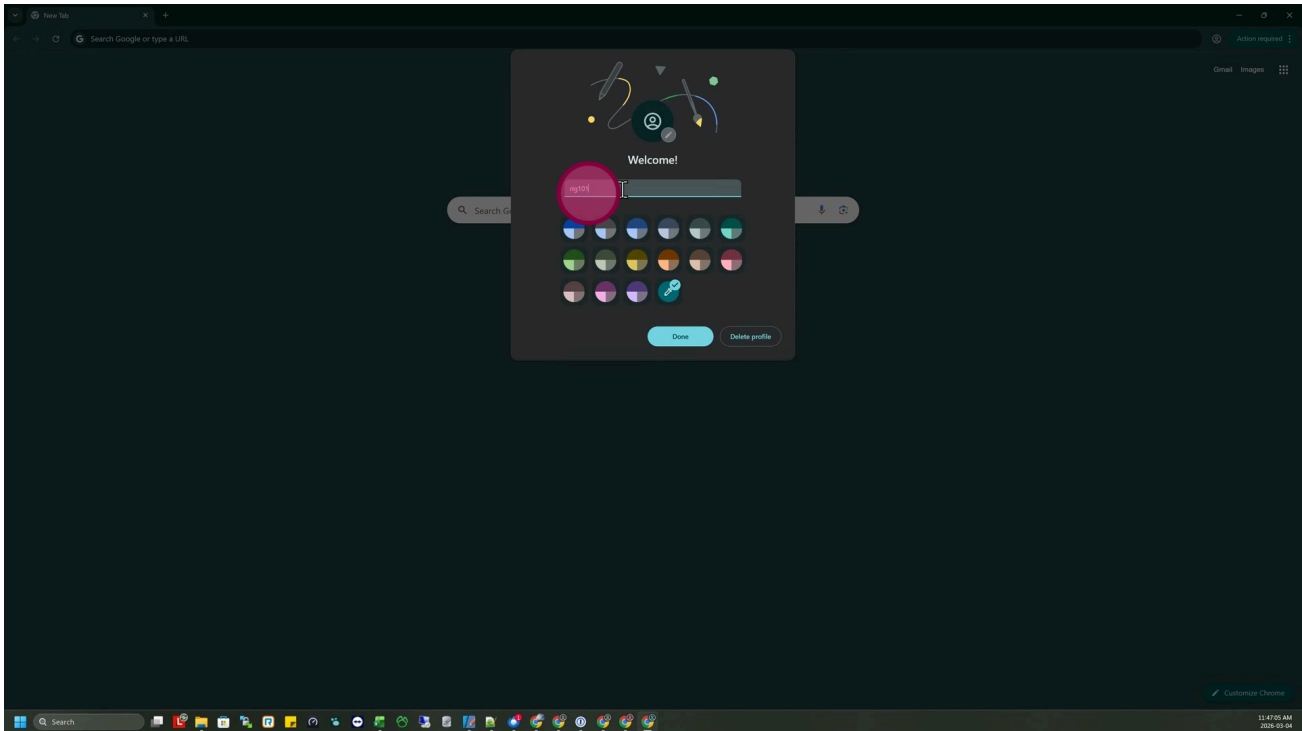
In the "Set up your new Chrome profile" window, either "Sign In" to your own existing user profile, or click the "Stay signed out" button to create a new personal user profile



4

Enter Profile Name

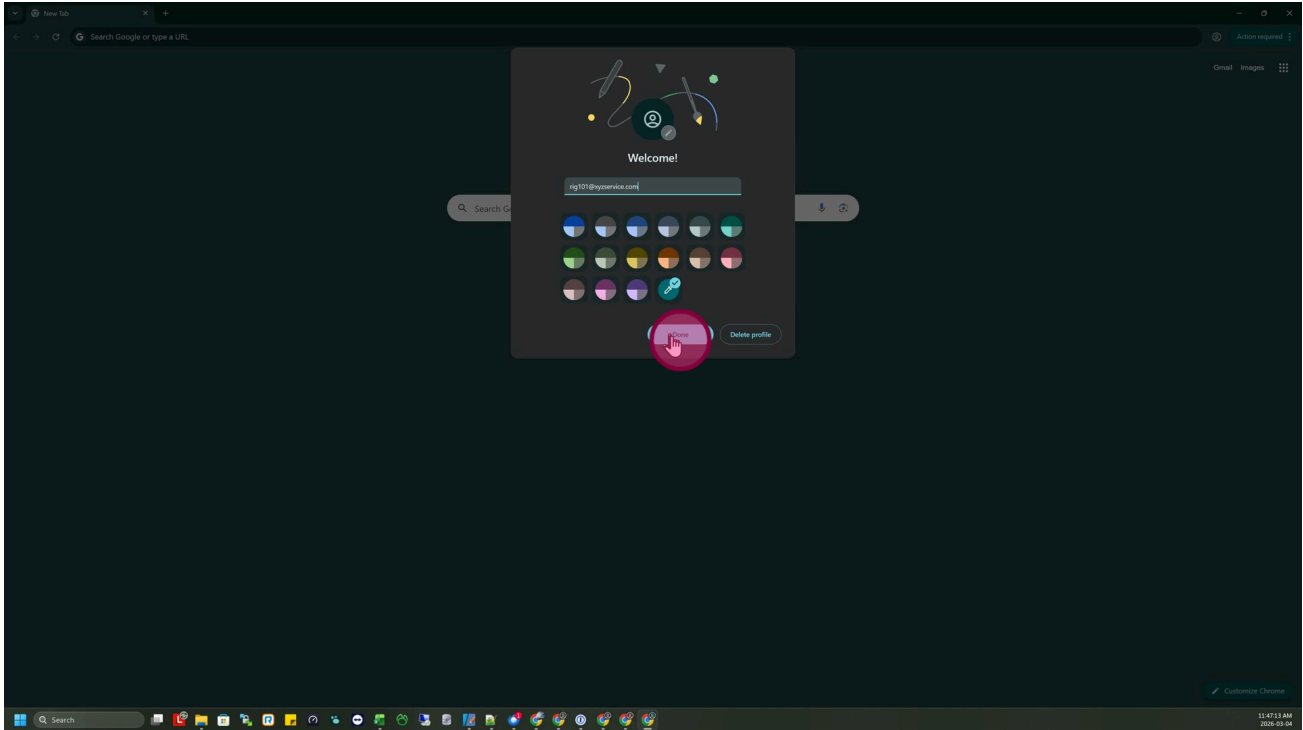
In the "Welcome!" dialog, type a meaningful name for the profile identifying the Spark User. - e.g. SPARK User Email Address, or Unit# or Unit Email Address (**SPARK** user@xyzservice.com)



5

Confirm Profile Creation

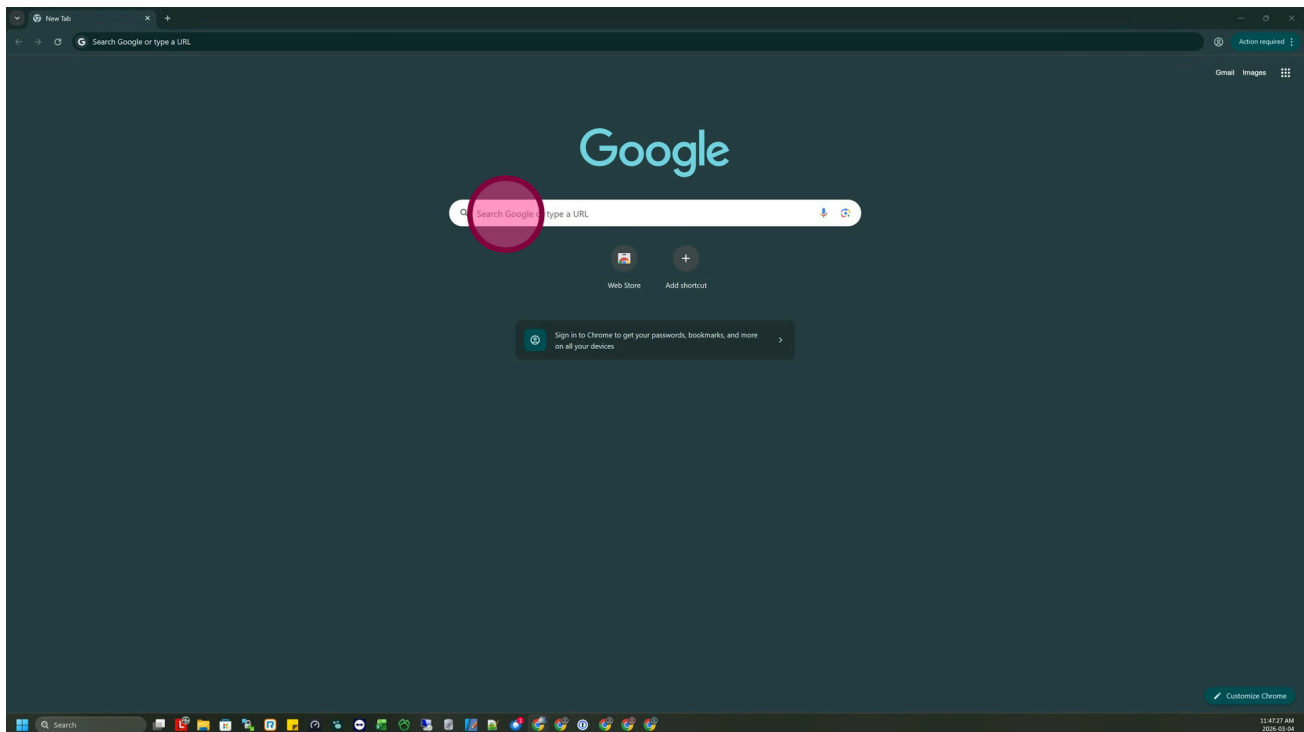
Click the "Done" button to finalize the creation of the new Chrome profile.



6

Navigate to <https://spark.fieldinvoice.com>

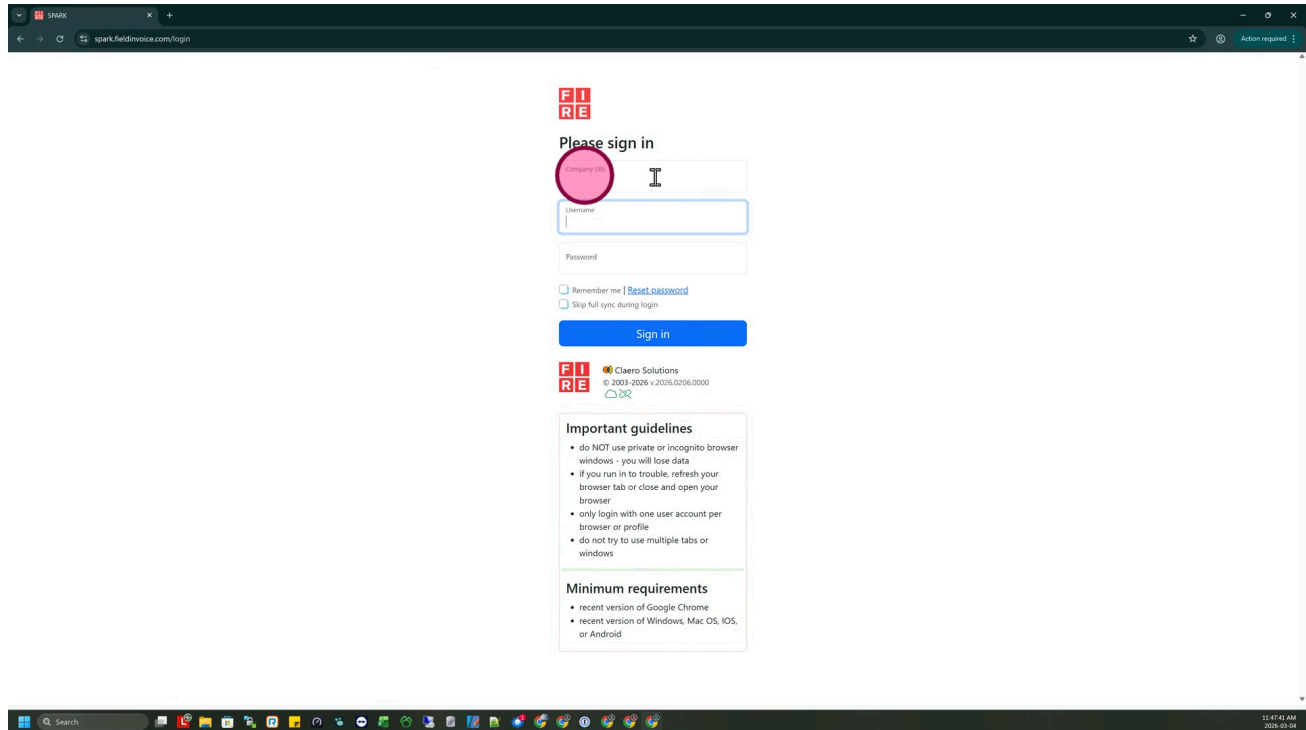
In the new Chrome profile window, type "<https://spark.fieldinvoice.com>" into the URL bar and press Enter.



7

Enter Company URL - Company Name

On the login page, type your company's name in the Company URL entry box



8

Enter your email address

Type your email address into the "Username" field.

FIRE

Please sign in

Company URL
demo

Username
clj

Password

☐ Remember me | [Reset password](#)

☐ Skip full sync during login

Sign in

FIRE Cleo Solutions
© 2003-2026 v.2026.0206.0000

Important guidelines

- do NOT use private or incognito browser windows - you will lose data
- if you run in to trouble, refresh your browser tab or close and open your browser
- only login with one user account per browser or profile
- do not try to use multiple tabs or windows

Minimum requirements

- recent version of Google Chrome
- recent version of Windows, Mac OS, IOS, or Android

9

Enter Password

Type your password into the "Password" field.

The screenshot shows a web browser window with the URL `spark.fieldinvoice.com/login`. The login form is titled "Please sign in" and includes the Fieldinvoice logo. The form fields are: "Company URL" (containing "demo"), "Username" (containing "claero@fieldinvoice.com"), and "Password" (which is highlighted with a red circle and a cursor). Below the password field are checkboxes for "Remember me" (with a link to "Reset password") and "Skip full sync during login". A blue "Sign in" button is at the bottom of the form. Below the form, there is a copyright notice for "Claero Solutions" and two sections: "Important guidelines" and "Minimum requirements".

Fieldinvoice

Please sign in

Company URL
demo

Username
claero@fieldinvoice.com

Password

☐ Remember me | [Reset password](#)

☐ Skip full sync during login

Sign in

Fieldinvoice Claero Solutions
© 2003-2026 v.2026.0206.0000

Important guidelines

- do NOT use private or incognito browser windows - you will lose data
- if you run in to trouble, refresh your browser tab or close and open your browser
- only login with one user account per browser or profile
- do not try to use multiple tabs or windows

Minimum requirements

- recent version of Google Chrome
- recent version of Windows, Mac OS, IOS, or Android

10

Sign In to Application

Click the "Sign in" button to log into the application.

The screenshot shows a web browser window with the URL `spark.fieldinvoice.com/login`. The login form is titled "Please sign in" and includes the following fields and elements:

- Company URL:** A text input field containing the value "demo".
- Username:** A text input field containing the value "claero@fieldinvoice.com".
- Password:** A password input field with masked characters.
- Remember me:** A checkbox that is currently unchecked.
- Reset password:** A link to reset the password.
- Sign in:** A blue button with the text "Sign in", which is highlighted with a red circle.

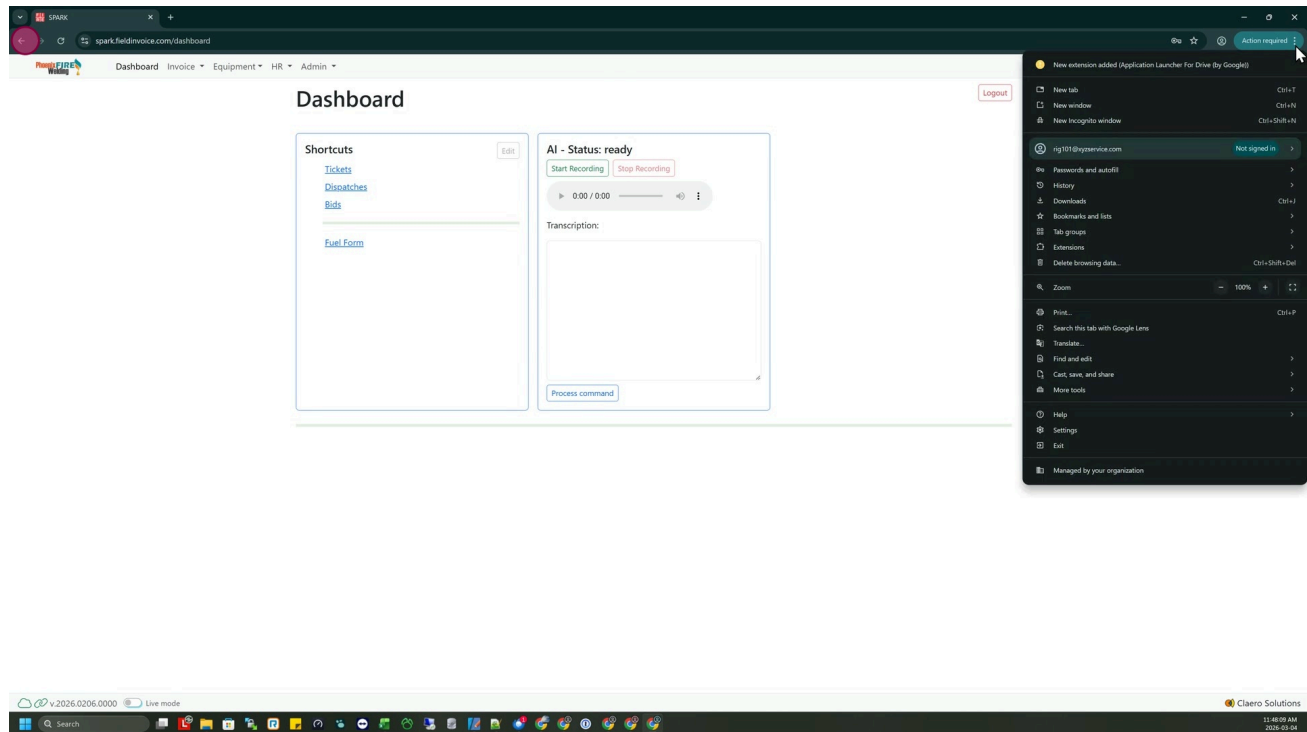
Below the form, there is a footer section with the "FIRE" logo and "Clairo Solutions" text. Below that, there are two sections:

- Important guidelines:**
 - do NOT use private or incognito browser windows - you will lose data
 - if you run in to trouble, refresh your browser tab or close and open your browser
 - only login with one user account per browser or profile
 - do not try to use multiple tabs or windows
- Minimum requirements:**
 - recent version of Google Chrome
 - recent version of Windows, Mac OS, IOS, or Android

11

Save Spark Shortcut on your desktop

Click the three-dot menu icon in the top-right corner of the Chrome browser window.



12 Create Desktop Shortcut

Click the three-dot menu icon again, then navigate to "More tools" and select "Create shortcut". In the "Create a shortcut to this page" dialog, click the "Create" button.

