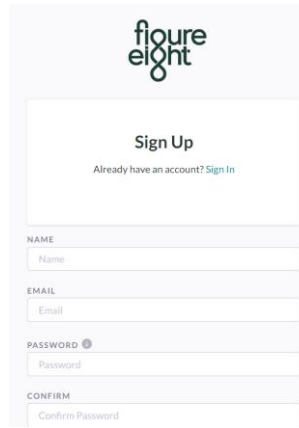


Accessing Tasks in Figure Eight

When tasks are available, Appen will provide a task link to access the work page. This task link will be specific to your locale, and you may also find this on the Appen Connect project task page.

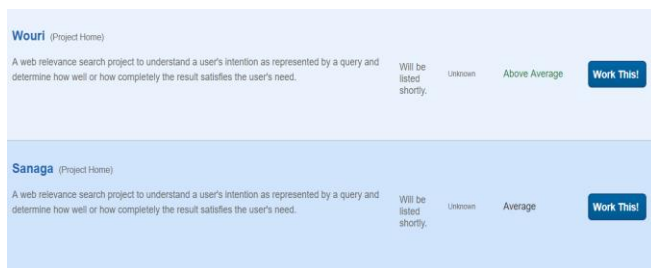
NEVER WORK A TASK LINK THAT IS NOT IN YOUR ASSIGNED LOCALE. If you work tasks in a locale that you are not assigned to, your work will not be payable, and you risk removal from the project!

The image shows the 'Sign Up' form on the Figure Eight platform. At the top is the 'figure eight' logo. Below it is a 'Sign Up' heading with a link 'Already have an account? Sign In'. The form consists of four input fields: 'NAME' (with a placeholder 'Name'), 'EMAIL' (with a placeholder 'Email'), 'PASSWORD' (with a placeholder 'Password' and a small eye icon for toggling visibility), and 'CONFIRM' (with a placeholder 'Confirm Password').

Please make sure your Figure Eight account aligns with the email you are using to log into Appen Connect (the email you are receiving this email from). If you currently do not have a Figure Eight account you may sign up through the following site:

<https://tasks.figure-eight.work/users/new>

Again, please make sure the account you use to sign up or log in with is the same one that this email was sent to, which is your Appen Connect email address. If you use a different email address to sign up or use with Figure Eight and access this task, your completed task work will NOT be payable!

The image is a screenshot of a project task page on the Figure Eight platform. It shows two project entries. The first entry is for 'Wouri (Project Home)' with a description: 'A web relevance search project to understand a user's intention as represented by a query and determine how well or how completely the result satisfies the user's need.' It has three status indicators: 'Will be listed shortly', 'Unknown', and 'Above Average', followed by a 'Work This!' button. The second entry is for 'Sanaga (Project Home)' with a similar description. It has three status indicators: 'Will be listed shortly', 'Unknown', and 'Average', followed by a 'Work This!' button.

Once you have a Figure Eight account ready for use, you may only access the task by clicking the current task link provided. Note clicking on the Work This! button next to your project on your [main projects page](#) will lead you to the project task page, where you can always find the current task link specific to your locale in the list. Appen will update these links as tasks are available, in addition to sending an email notice.

Always check your project task page for current running sets for your locale! Remember to **NEVER WORK A TASK LINK THAT IS NOT IN YOUR ASSIGNED LOCALE. If you work tasks in a locale that you are not assigned to, your work will not be payable, and you risk removal from the project!**

Please carefully review the guidelines BEFORE rating. These are always available at the top of the page on the Figure Eight platform by clicking the

Instructions ▾

Instructions button (will be open by default when you click the task link to start working, after reviewing, click the arrow to close and start rating) and also always available for you to download and refer to while working from the Guidelines page in Appen Connect. Please make sure you are always working off the most recent version of the guidelines. Your work is continually monitored and evaluated. If your work is consistently below the quality expectations, this may result in removal from the project. It is important that you refer to the guidelines often and send in questions whenever you encounter areas of confusion.

You will need to track time only for your own records. **Your time worked in Figure Eight will be imported into your Appen Connect invoice, so there is no action on your part to report hours.** You will only need to review and submit each month as usual.