

## Using the SafeZone App

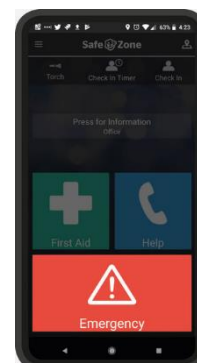
### Emergency Alert

**Tap the red button for an emergency.** If you, or another person nearby find themselves in a situation where their personal safety is threatened or they are hurt or injured, raise an Emergency alert.

(Tap again to cancel).

#### When should I use the Emergency button?

- If you feel threatened, or if someone has threatened you
- If you have been assaulted or are the victim of a robbery
- If you are hurt or injured (use First Aid if minor)
- If you see somebody else being threatened, assaulted or robbed



#### What can I expect?

Responders may try to contact you by phone or through in-app messaging. You can respond to a message by pressing "Open Chat".

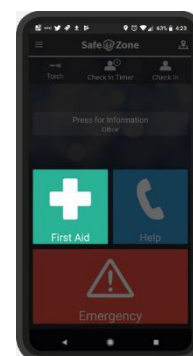
### First Aid Alert

**Tap First Aid** if you or another person nearby needs medical assistance.

(Tap again to cancel).

#### When should I use First Aid alert?

- If you or someone near you is hurt or injured
- If you are not sure whether you need an ambulance, raise the First Aid alert and ask the responders to also call an ambulance.



#### What can I expect?

Responders may try to contact you by phone if you do not get through to them first.

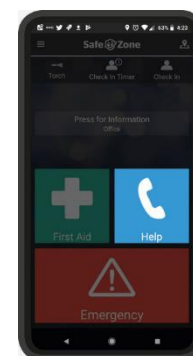
### Help Call – Estate P

**Tap "Estate P"** to connect to campus security.

To cancel the call, tap again while the timer is winding down.

#### When should I use Help call?

- If you want a safety escort after dark
- If you want to report a suspicious activity
- Any other scenario where you would want to contact security



#### What can I expect?

Responders may try to contact you by phone if you do not get through to them first.

## Working Alone?

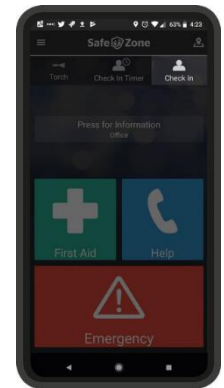
### Manual Check-In

SafeZone allows you to check in and share your location with members of the response team or university campus.

Your location and ID will be shared with responders for the duration of your session.

SafeZone will automatically finish your session as you leave the region boundary, or you can check-out again at any time by tapping the button again.

- You do not need to be checked-in unless it is your organization's policy. Check-In is to notify the response team of your presence so can contact you if necessary.
- The Check-In tracking function updates your location at a low frequency to ensure minimal battery impact.
- The check-in functions are supported on any up to date phones and tablets running Android or iOS. There is also a check-in facility on the SafeZone desktop app for computers using Microsoft Windows if your organisation has made this available.

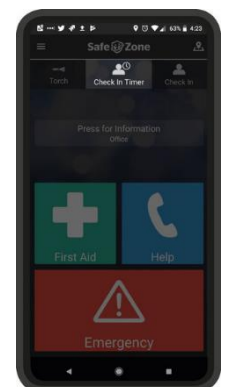


### Check-In Timer

If you are working alone, outside normal hours, or are entering a high-risk work environment, you can also **set a check-in timer**, which checks you in (as for Manual Check-In) and starts a countdown timer to cover the duration of your work session. You also have the option to set an actual time. The timer will count down to zero, starting from your nominated time. At any time, you can tap the timer to cancel or re-set or check out. If you leave the region while checked-in, the timer will continue to count down and if the timer expires without being extended, an alert will automatically be raised.

You will receive a warning push message at “5 minutes to go”, and you can reset the time, cancel the timer or check out.

If the timer expires, SafeZone will raise an alert, sharing your location and ID with responders.



## What are the recommended configuration settings?

- **Location Services Enabled** – you will be prompted for this when installing the app. If you need to check the Location Services settings afterwards, here are our recommendations for your phone:
  - iPhone, iPad SETTINGS / PRIVACY / LOCATION SERVICES [ON], and scroll down in the Location Services screen to the SafeZone app, make sure it's [ON].
  - Android varies by manufacturer and model, eg Samsung Galaxy S3: SETTINGS / MORE / LOCATION SERVICES / Check all boxes (Access, GPS, WiFi) all [ON].
- **Notification Services Enabled** – you will also be prompted for this when installing the app. If you need to check the Notification Center settings afterwards, here are our recommendations for your phone:
  - iPhone, iPad SETTINGS / NOTIFICATION CENTER scroll down in the Notification Center screen to the SafeZone app, make sure ALERT STYLE is either BANNERS or (preferably) ALERTS, and ALL other settings are [ON].
  - Android SETTINGS / MY DEVICE / BLOCKING MODE / Either all BLOCKING MODE is DISABLED, or at least Disable Notifications is UNCHECKED [OFF].
- **Wi-Fi enabled** – having Wi-Fi enabled (without even being connected to a network) will significantly improve the accuracy of the location information sent by your device.
  - **Wi-Fi connected to your organization's network** – being connected to Wi-Fi will help ensure that your alert is sent, even if your mobile service provider does not have coverage.

- SafeZone does not share your location with the Response Team until you raise an Alert or Check-In.
- It is not possible for another person to activate the tracking/location function externally – only you can activate this by raising an alert or call, or by checking-in.
- The location service uses a combination of cell-network, Wi-Fi and GPS positioning. The location service also requires an internet connection (via WiFi or Mobile Data) in order to operate.
- Your location is most accurately determined when you have “Wi-Fi Enabled”

### **Will the app drain my battery?**

SafeZone has a number of features designed to optimise battery usage.

Motion and activity detection limits the amount of location polling which is carried out (if allowed in your device’s permissions). We recommend you allow this if prompted.

The app can have different activity profile settings, ‘default’ is recommended here for most users.

Also, remember to move SafeZone to the background once checked-in or when not being used.

For more information, please see [www.safezoneapp.com](http://www.safezoneapp.com)