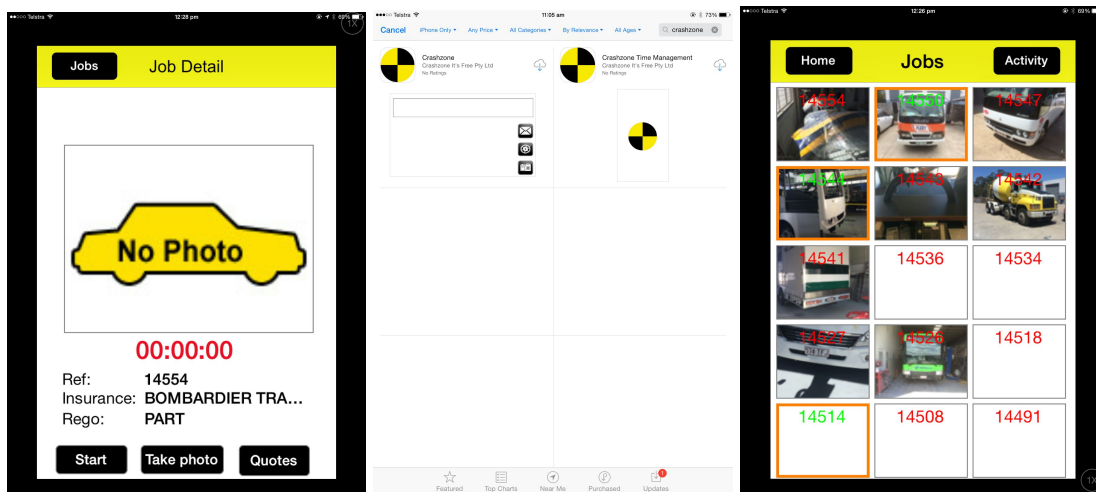


It's Free

www.crashzone.com.au

Crashzone Time App - Quick Reference guide

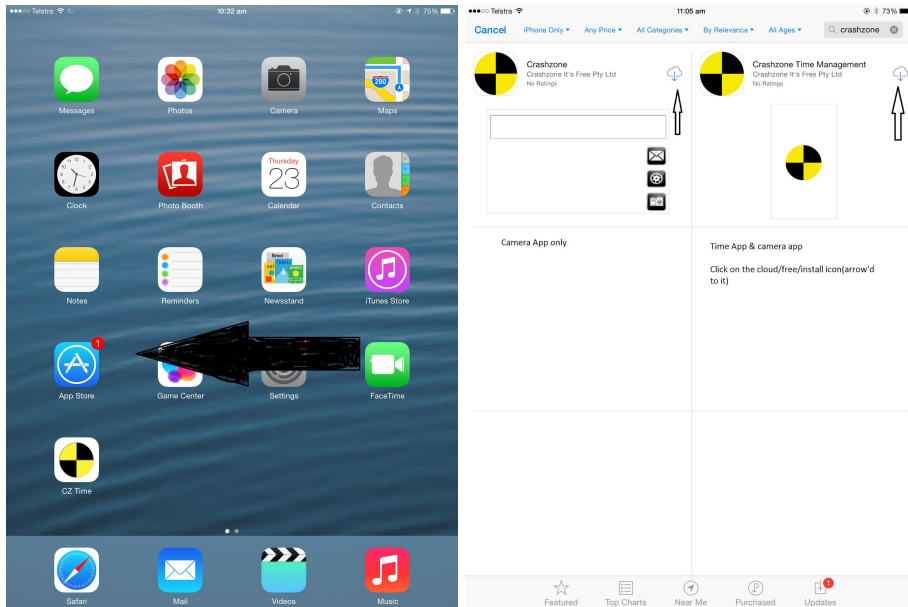


Version	Change date	Summary of change	Author
1.01	04/11/2014	first draft	Jeffrey Hill
1.02	04/11/2014	first edit	Winston Okeefe

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How to install the Crashzone Time App

- ❑ From your iPhone or iPad click on the App store icon
- ❑ Search for Crashzone

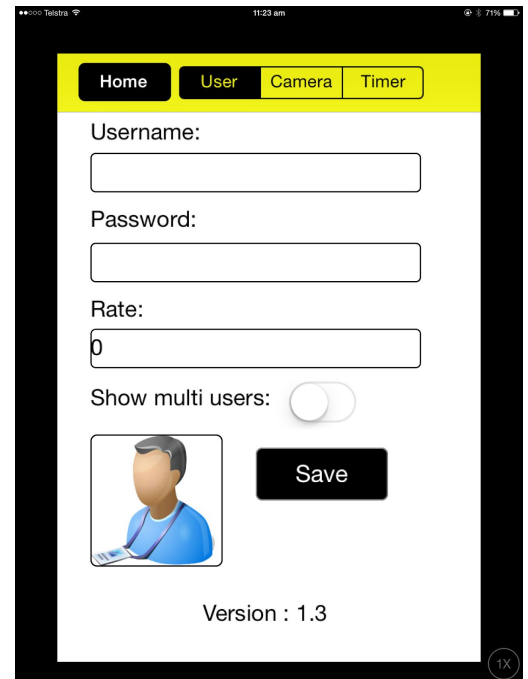


Please note: You may need to change the search bar to iPhone only if you are using an iPad.

Go through the normal app install process. You will see the Crashzone icon on your screen once it has finished installing.

Setup process for the time App

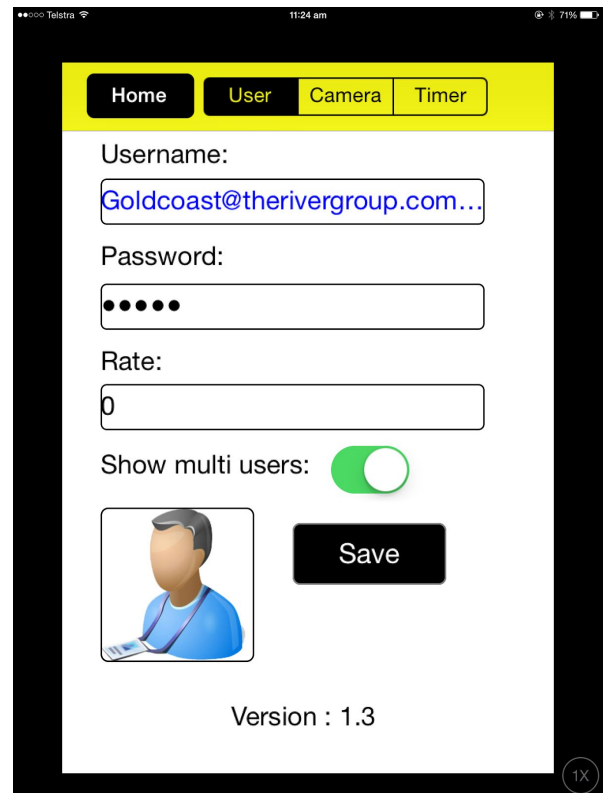
- ❑ The Image to the Right is the 1st thing you should see once you have opened the app.
- ❑ Tap each text box field and enter your Username, Password and a "Rate"
- ❑ Rate is your actual shop rate, what it cost you to run your business.
- ❑ You can use our Shop rate calculator if you need help to figure your rate out <http://www.crashzone.com.au/sc/>



Please note: username and password are the same as your Crashzone login.

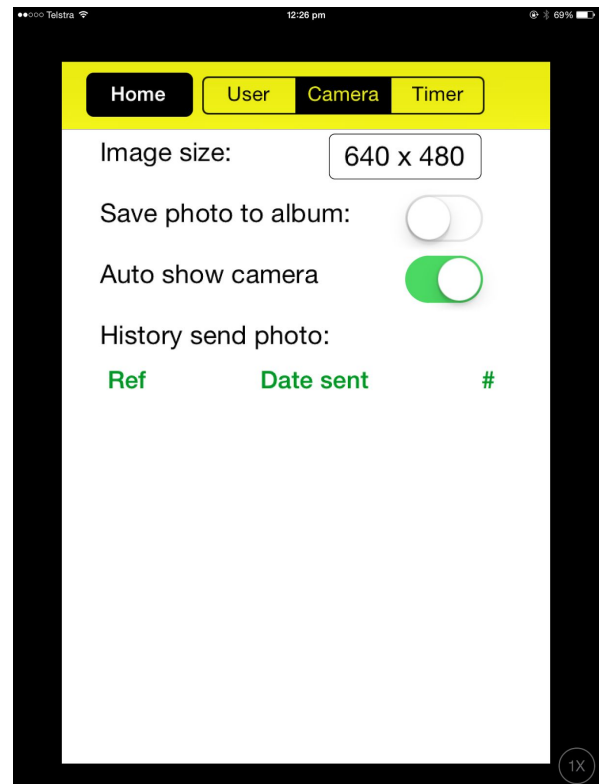
Multi user setup process

- ❑ Multi Users is switched on for Admin Users of the App to gain this Permission Email: Support@crashzone.com.au
- ❑ Multi users allows you to log in as more than one staff member and clock onto jobs for each staff member.
- ❑ Then Hit the Save Button.
- ❑ Now press and hold your finger over the icon of the person to take a photo of the person using this login details
- ❑ Hit save again to save all changes



Time App camera settings

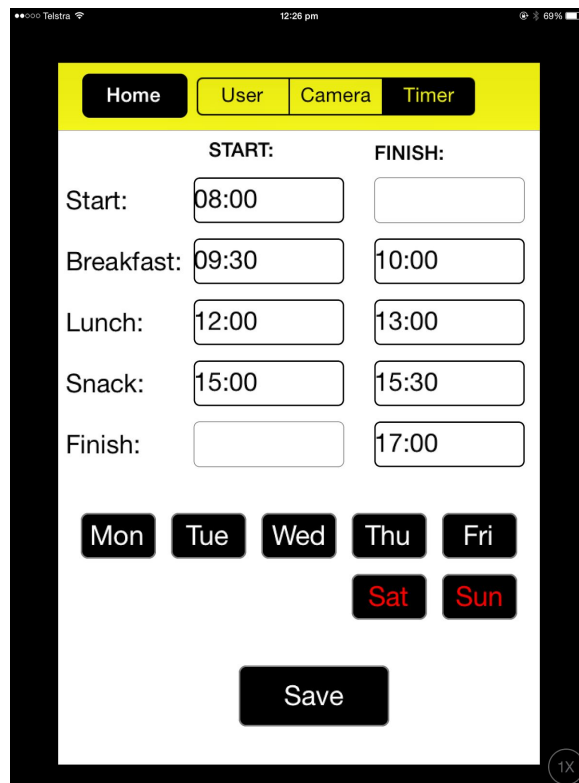
- ❑ Only 3 settings here
- ❑ Image Size is variable to how much quality you want
- ❑ Save the images to your phone or not
- ❑ To have the camera show up every time you start/stop a job



Timer/Alarm Settings

- ❑ Adjust times to Suit your Workplace
- ❑ If you don't have Breakfast/Snack simply clear the time in those fields, and click on the days to apply
- ❑ The alarms to.(no you can't change the alarm sound it's supposed to drive you nuts. As sadly time is money) also these are reminders only they won't log
- ❑ Press "Save" and timer settings are done.

Please note: the Alarms are only reminders they dont action the job for you.



Home User Camera Timer

START: FINISH:

Start: 08:00

Breakfast: 09:30 10:00

Lunch: 12:00 13:00

Snack: 15:00 15:30

Finish: 17:00

Mon Tue Wed Thu Fri Sat Sun

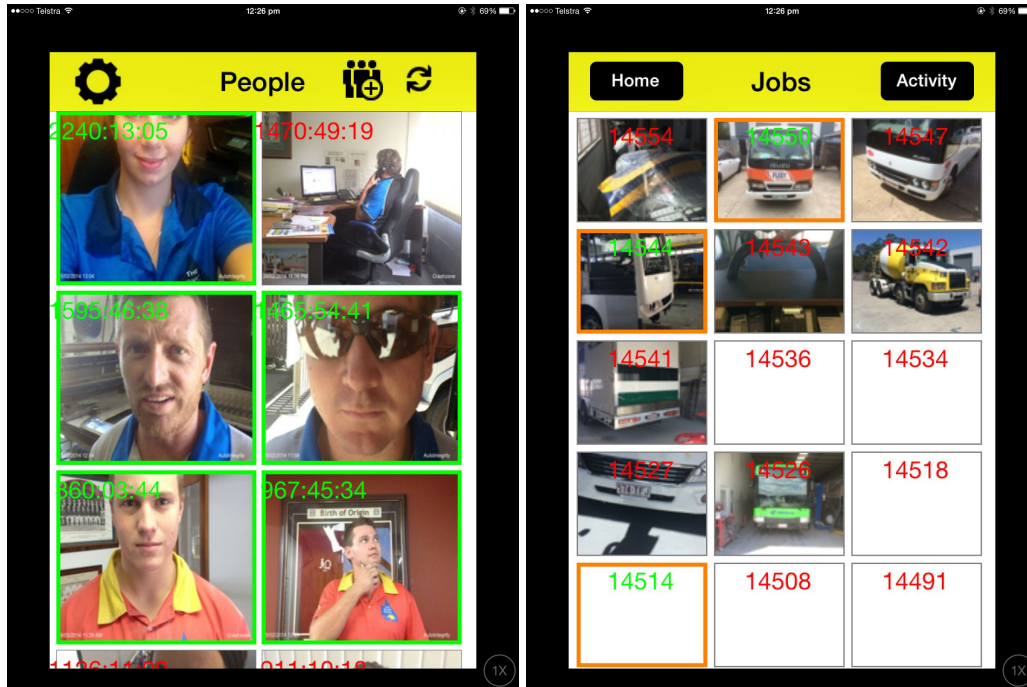
Save

1X

Home button

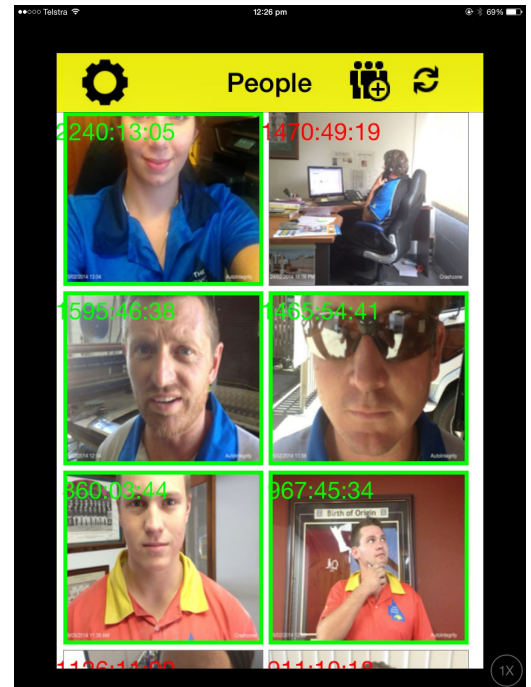
- ❑ If you hit the Home button you will see one of these two pages, the left one is the Admin user, the right one is the staff member.
- ❑ There are a few things to note on the two different pages which

will be explained on the next two pages.



Admin home page

- ❑ This is the Admin user page, there are 3 buttons on along the Top
- ❑ Settings page (the one when you 1st open the app)
- ❑ Add People/Staff Page
- ❑ Refresh button
- ❑ You should also notice the “Green” borders around the staff photo's this is to indicate they are “clocked” onto a Job no border means they aren't Working so sack'em maybe? or they are just away or swapping between jobs



Staff home page

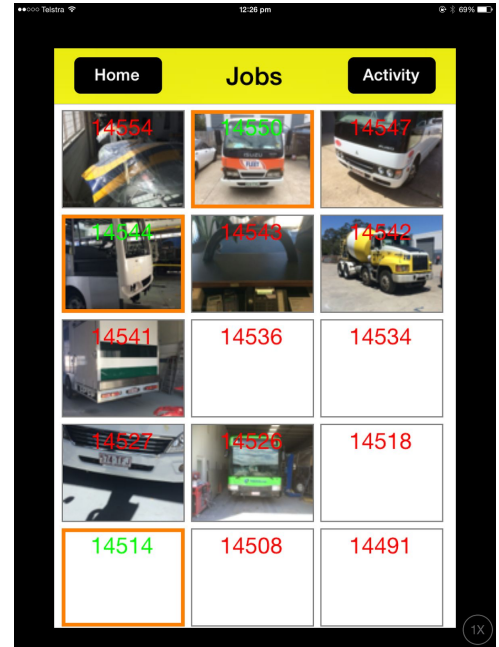
- ❑ Home button takes you back to the “login” page.
- ❑ Activity Button shows you a list of jobs you have worked

on that day.

- ❑ On this page is where you can select which job to clock onto.
- ❑ Green Border around a Job number is the Job you are clocked

onto.

- ❑ Orange Border Indicates someone else is clocked onto it.

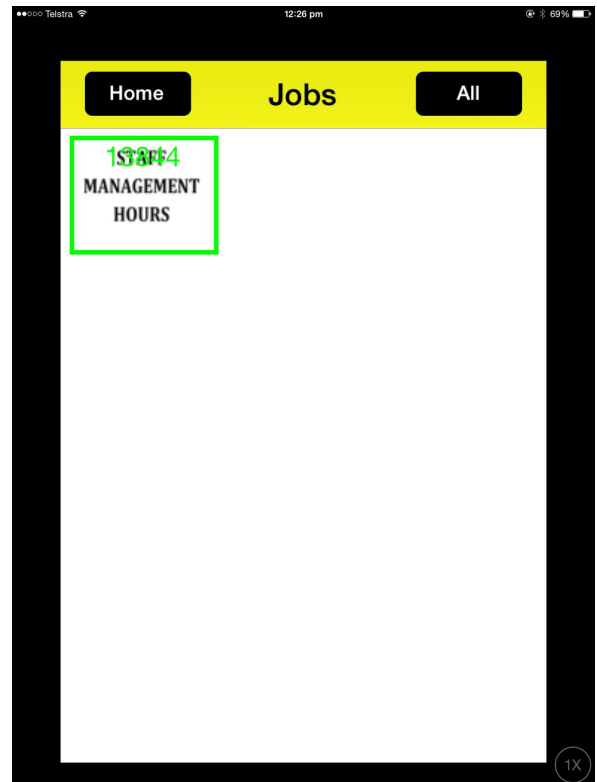


Please note: more than one person can clock onto a job.

Activity page

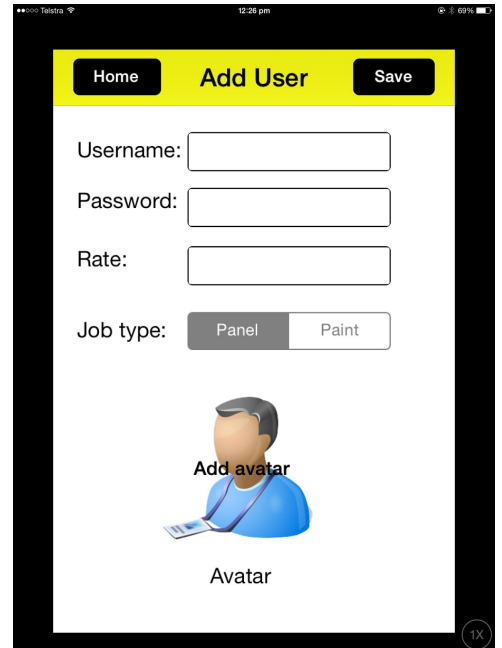
- ❑ The all button takes you back to the Jobs page
- ❑ Jobs you see on the activity page are the jobs the

current staff member has worked on for the day the one with the green border is the one that is currently being worked on.



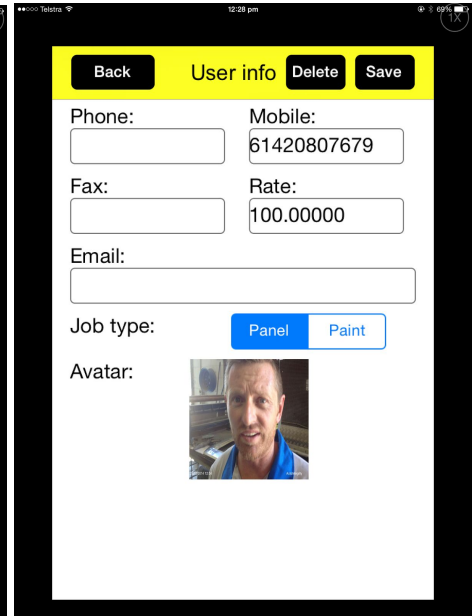
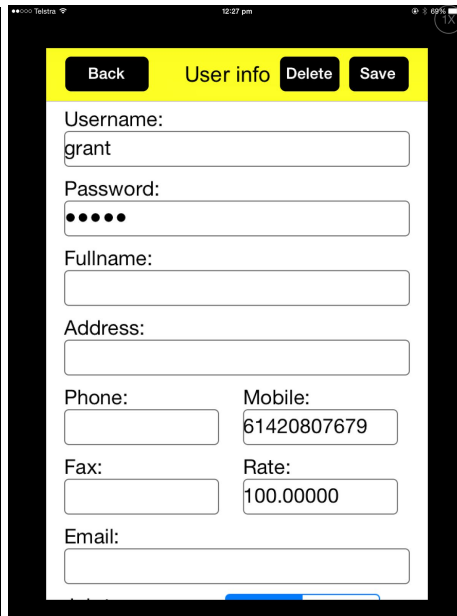
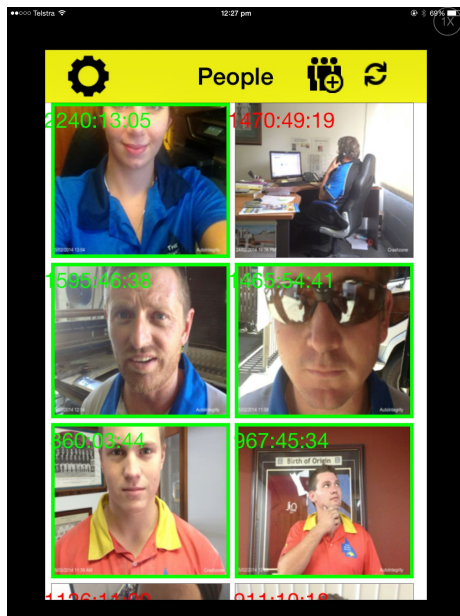
How to add a user

- ❑ To access the Add user page you need to click on the add user icon on the Admin homepage (page 7)
- ❑ In the Text Fields simply input the new Username & Password
- ❑ Rate - shop rate
- ❑ Select whether they are in Panel or Paint
- ❑ to set the avatar image press and hold till it goes grey and let go the camera comes up.



User Information page - Admin only

- ☐ To get to this page Press and hold a staff image till it greys out and release.
- ☐ On the User Info Page the only Fields that are mandatory is Mobile & Rate.
- ☐ You can Also Change the Avatar Image
- ☐ Delete A staff Member if required



Job detail page

❑ There are 5 buttons on this Page,

1. Clicking on the Photo Takes you to another page showing all the Photos
2. "Start/Stop" is to start the Timer or Stop it Referred to as Clocked On/Off
3. "Take Photo" takes you to the Camera
4. "Quotes" Shows you the Line Items on the Quote.
5. 5. "Jobs" takes you back to the List of Jobs.

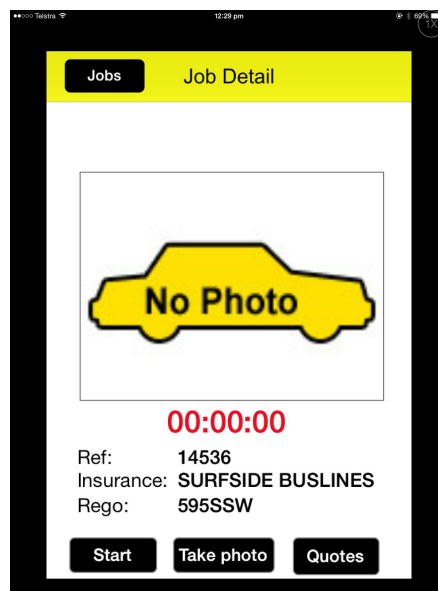
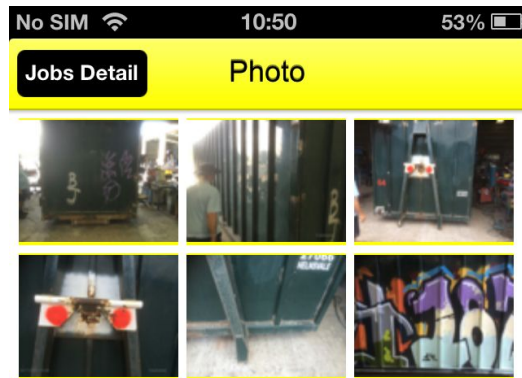


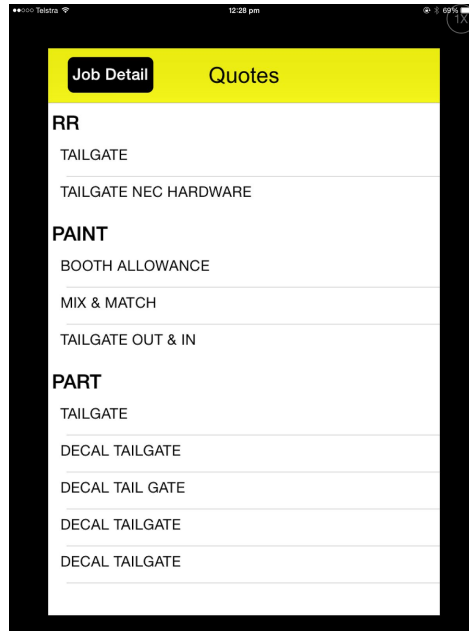
Photo page

- ❑ Displays Any Photo's that were on the Quote, you can select them to enlarge.



Quote page

Displays The Quote Items For the Selected Job.



Camera screen

- ❑ Just a few options Here
- ❑ Switch between Front or Back Camera,
- ❑ Capture (take photo)
- ❑ Cancel

