

Quick User Guide

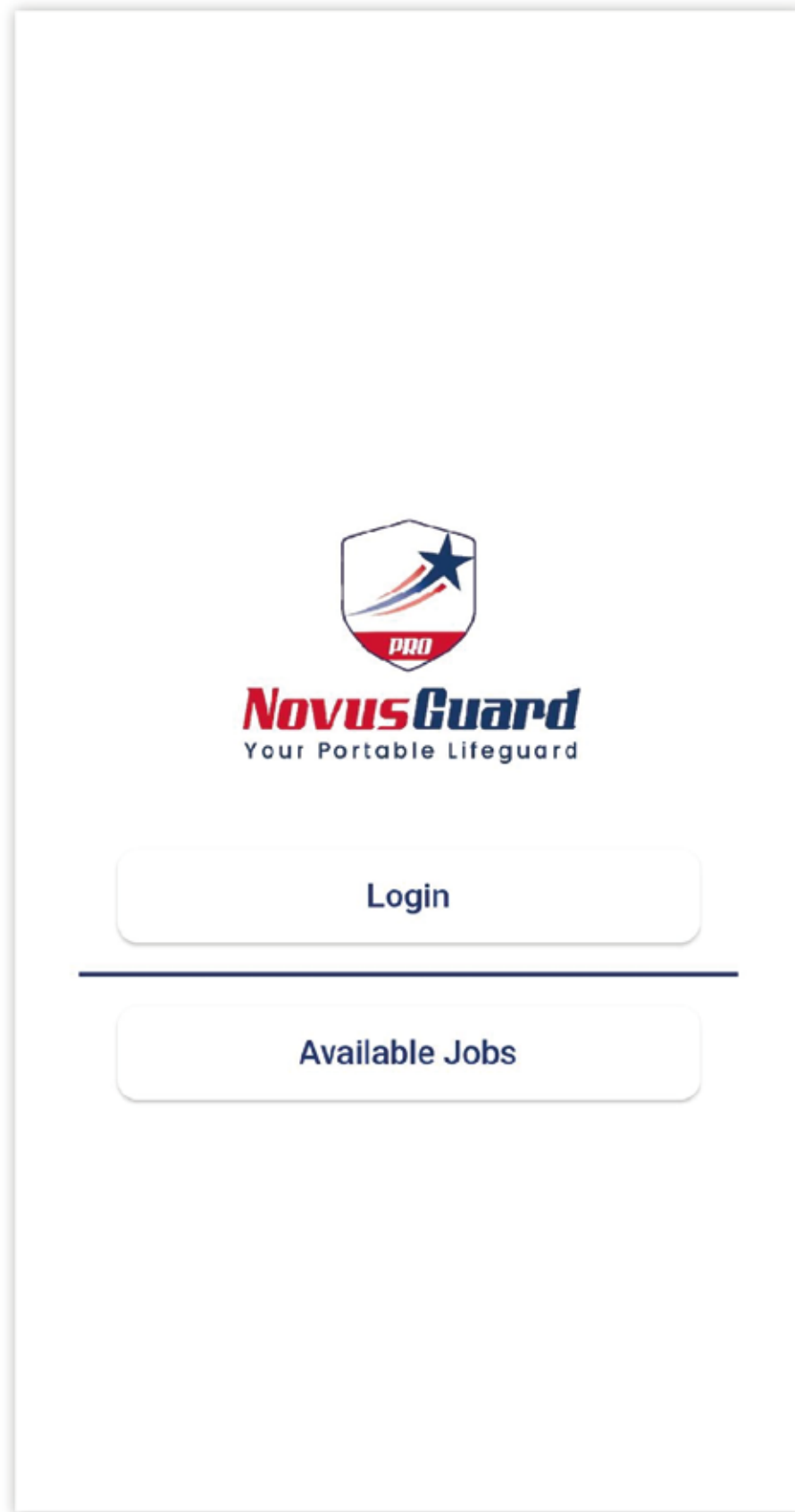


NovusGuard
Your Portable Lifeguard

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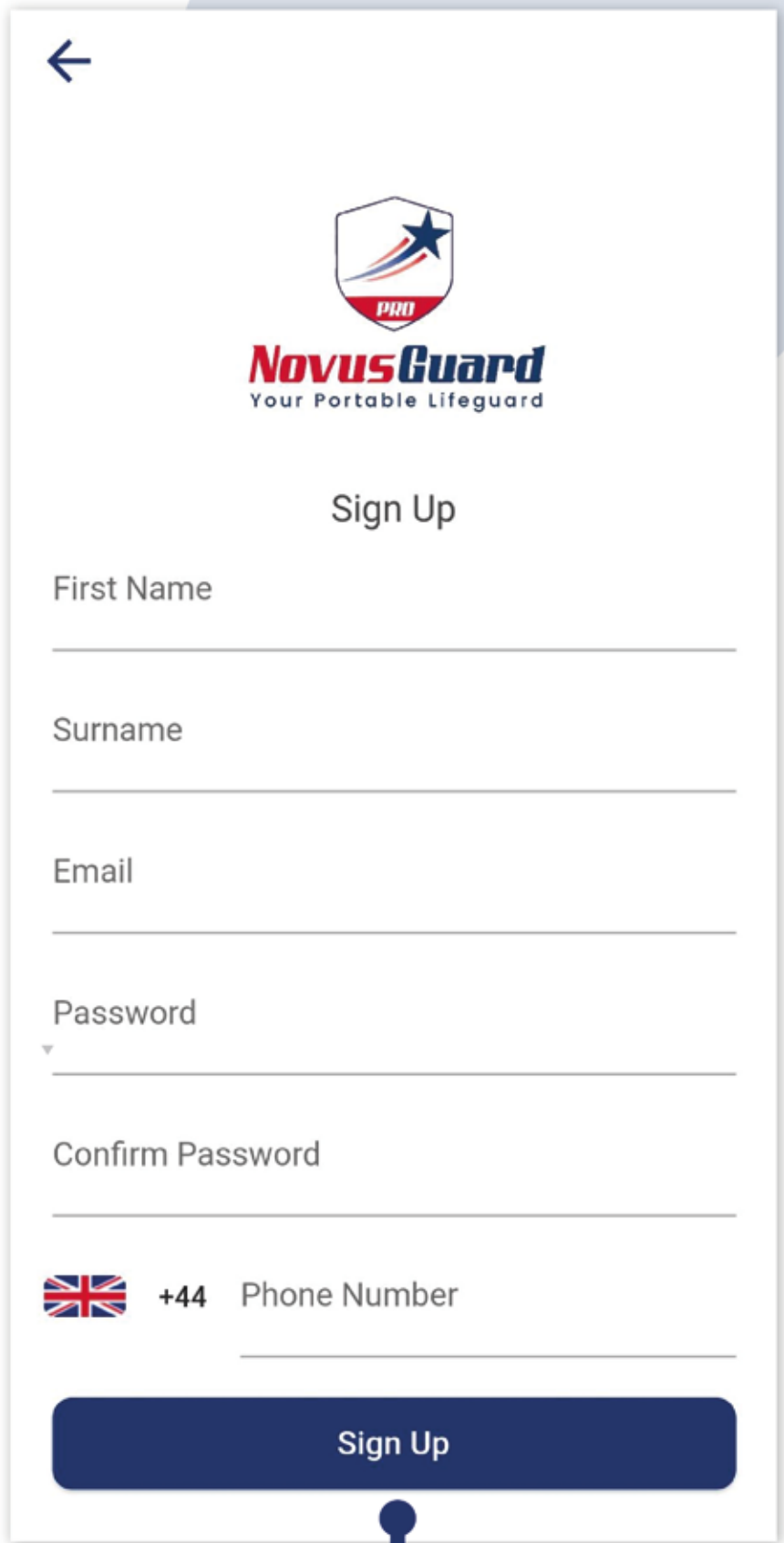
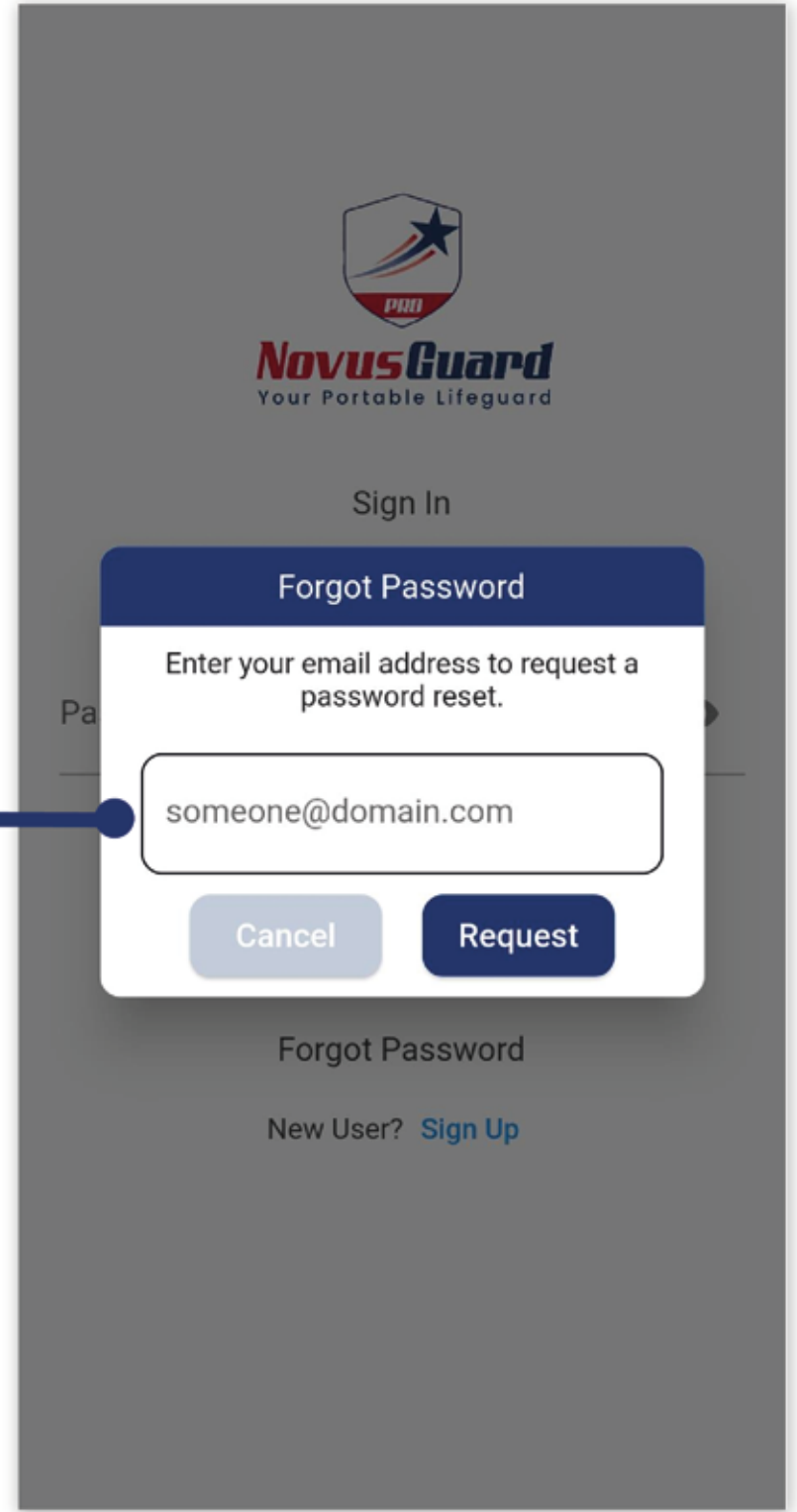
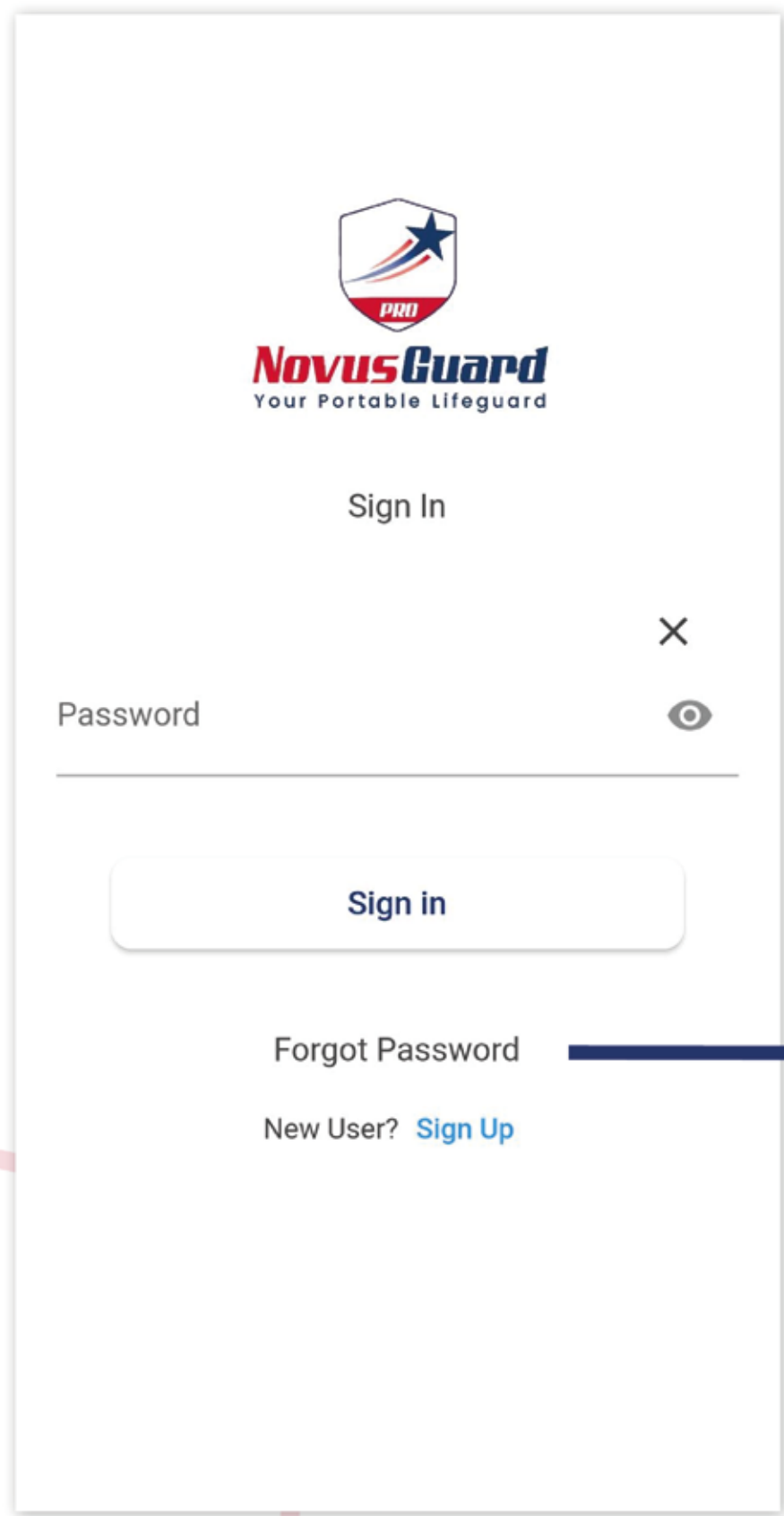
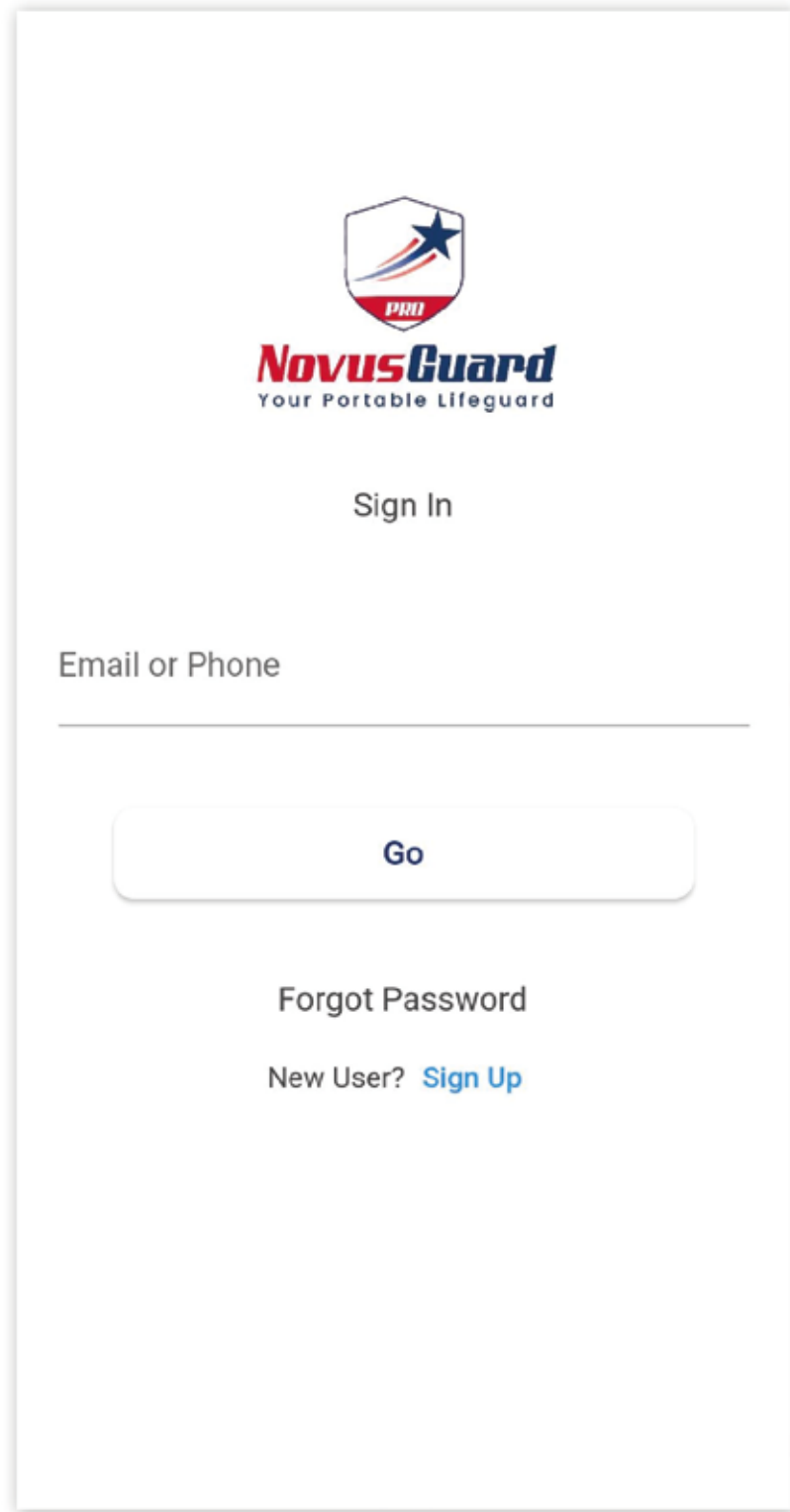
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SIGN IN & SIGN UP



Welcome to our **NovusGaurd** App

- Sign In
- Sign Up
- Forgot Password



Click on Sign Up to register



SIDE MENU

- Dashboard
- Availability
- Deployment
- Job Alerts
- My Jobs
- My Trips
- My Vehicles
- My Account
- My Device
- Chat
- Settings
- Organisation

Dashboard

0 Scheduled Jobs 0 Awaiting CR Response 0 Pending Response

LONG PRESS FOR QUICK SOS

Public Jobs

Chat Buddies

Availability

April 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Add Reset

Date	Availability
Sat, 27 Apr 2024	
Sun, 28 Apr 2024	
Mon, 29 Apr 2024	
Tue, 30 Apr 2024	

Deployment

Client: Novus Altair
Site: 363 North Circular Road Barking IG11 7SD
Address: 363 North Circular Road, Barking, test, IG11 7SD
Job ID: 2814

Start: Fri, Apr 26, 2024 10:30 AM
End: Fri, Apr 26, 2024 10:35 AM

Total Time: 00:05
0:0:0 Remaining

Activate SOS

Book OFF via NFC

Book OFF

Link A Trip

Job Alert

Novus Altair

363 North Circular Road Barking IG11 7SD Barking, IG11 7SD
Start: Wed, 24 April 2024, 11:27
End: Wed, 24 April 2024, 17:28
This job is cancelled

Novus Altair

2 North Street Barking IG11 8ET Barking, IG11 8ET
Start: Fri, 19 April 2024, 10:35
End: Fri, 19 April 2024, 10:45
This job is completed

Novus Altair

363 North Circular Road Barking IG11 7SD Barking, IG11 7SD
Start: Wed, 17 April 2024, 14:59
End: Wed, 17 April 2024, 15:09
This job is completed

Novus Altair

Live Trip

20 mph

Asda Barking Superstore

Curfew Tower

Margaret's Parish Church, Barking

Abbey Leisu

Idle Time: 0
GCC Acc: 0

0.00

Angle: 234.45
Direction: N

Driver: Vathew Smith | VRN: ABC-021
Started At: 2024-04-27 10:14:58 | Started From: School Road
Duration: 1 min | Distance: 0.00 miles

Complete Trip

My Vehicles

Checklist

- ABC-021
- AHN-424
- ABC-111
- Test Vehicle 1

My Account

John Doe
Organization: Novus Altair UK
Available Licences: LW | WF | Drives

Mobile No: +4478939234116

Email: john@coe.com

Address

Emergency Contact #

Advance Profile

V.ALRT C5:E5:B4 DISCONNECT

Connected Device Settings

Active Your V.ALRT:
Press and hold your V.ALRT for 10 sec until you hear beep and the light flashes green, then release the button.

V.ALRT Device Feedback Mode:
Choose audible, visual, both or neither...

V.ALRT Sound:

V.ALRT LED:

Battery Level: 0%

Device Info: DISCONNECT

Device Hardware Information
D0:39:72:C5:E5:B4

Device is connected. Get Services

MTU Size: 23 bytes

General ...

App Permission: Change

- Camera: Allowed
- Location: Always Allowed
- Notifications: Allowed
- Listen-in (One-way using voice memo):
- Listen-in (Two way using audio call):
- Offline via SMS Mode (Alternative to Offline via Sync Mode):

Change Security PIN

Organisation Settings

CURRENT ORGANISATION
Select Organisation

DEFAULT

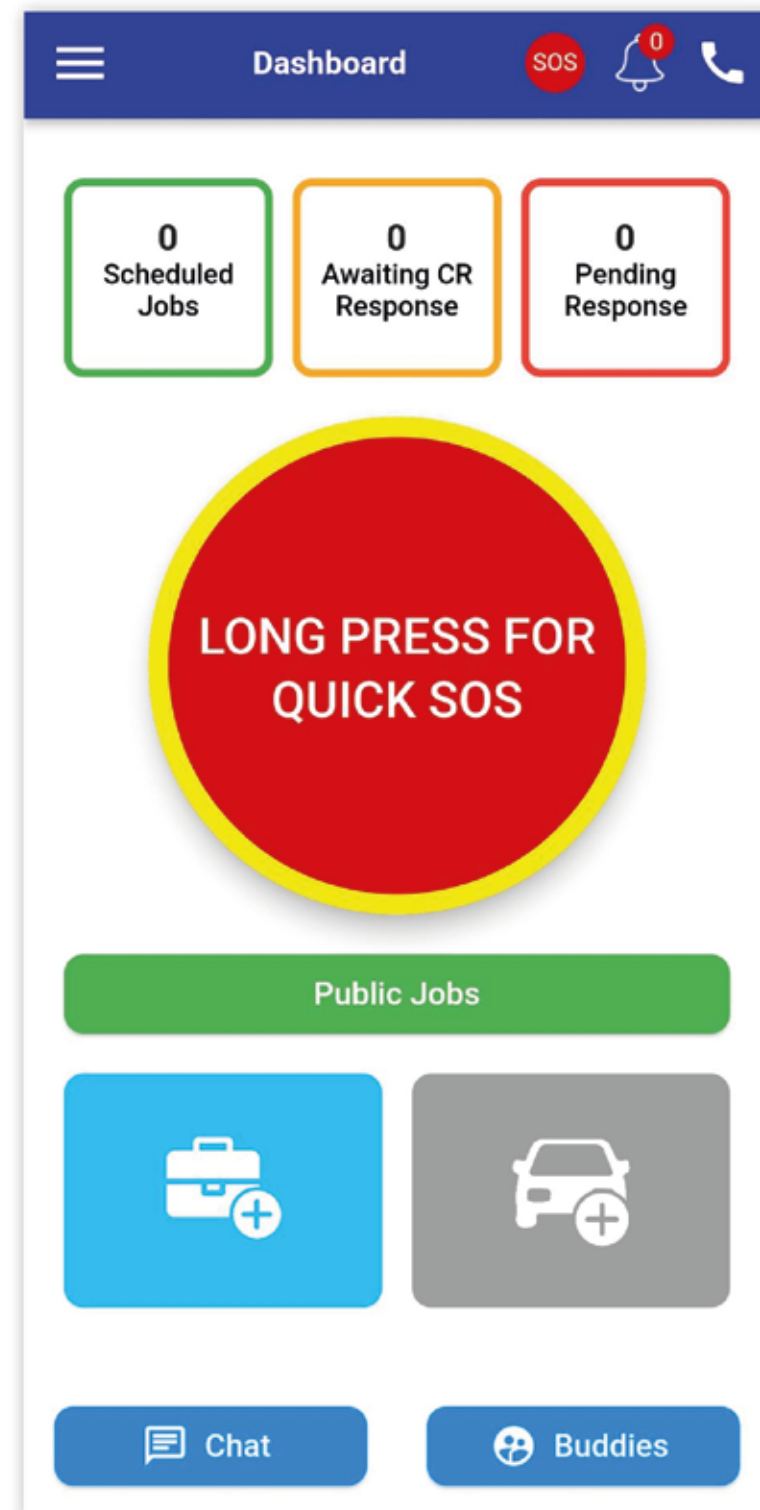
CLIENT
Select Client

SITE
Select Site

UPDATE

DASHBOARD

Here you can see details of jobs created by Control Room(CR) and their associated notifications



Counters

- Upcoming Job
- Pending Response
- Latest Scheduled Job

Live Job

This job is Live | 363 North Circular Road Barking IG11 7SD, Barking | Fri, 26 April 2024, 12:36

Close View

Upcoming Job

This job is Upcoming | 363 North Circular Road Barking IG11 7SD, Barking | Fri, 26 April 2024, 13:33

Close View

Schedule Jobs

You are scheduled for this job | 363 North Circular Road Barking IG11 7SD, Barking | Sat, 27 April 2024, 12:32

Close View

Notification

Job Alerts Messages Others

Job Live

This job is Live 363 North Circular Road Barking IG11 7SD, Barking Fri, 26 April 2024, 12:36 just now

Job Scheduled

You are scheduled for this job 363 North Circular Road Barking IG11 7SD, Barking Fri, 26 April 2024, 12:36 a minute ago

Job Upcoming

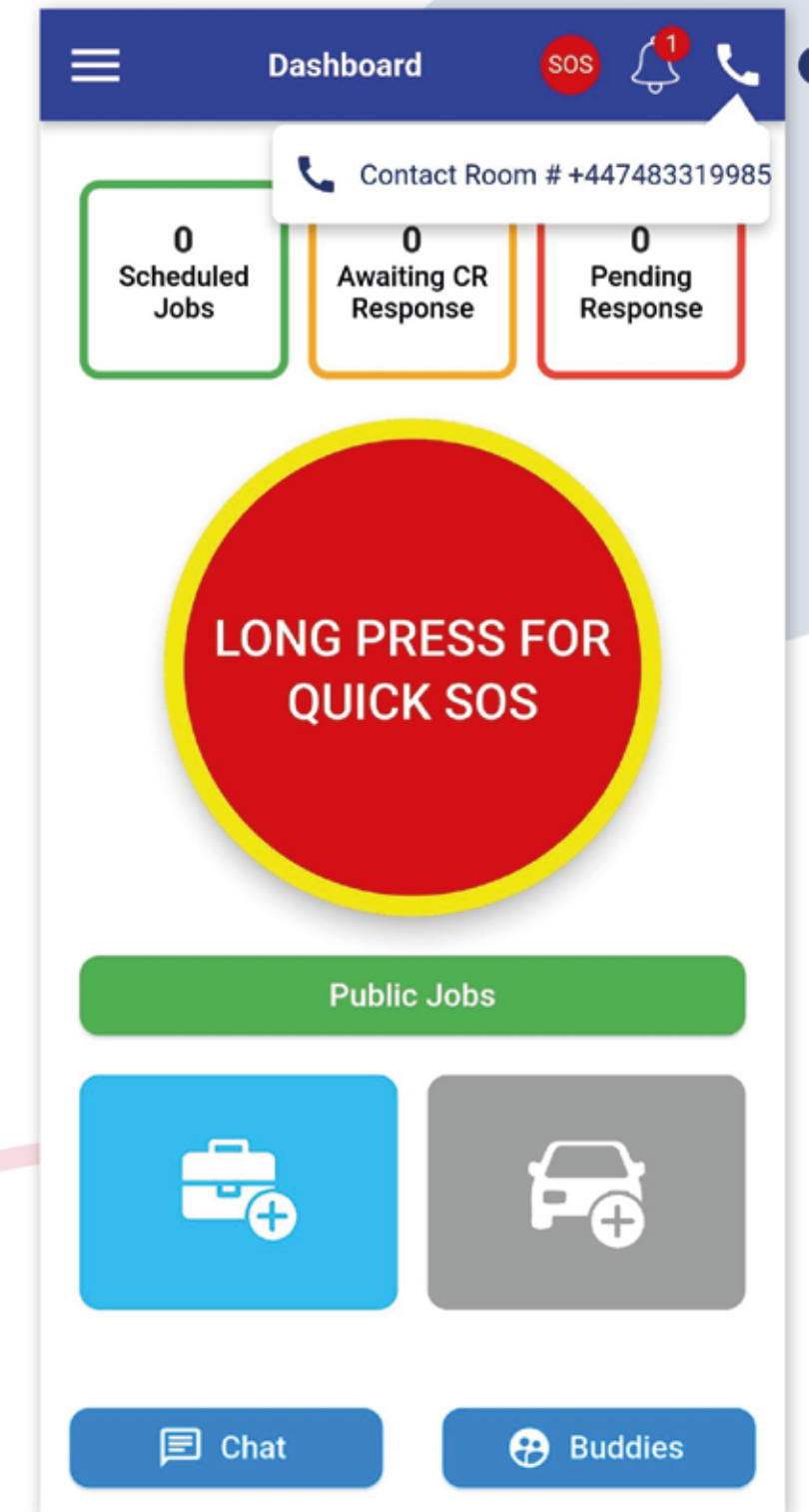
This job is Upcoming 363 North Circular Road Barking IG11 7SD, Barking Fri, 26 April 2024, 13:33 2 minutes ago

Job Scheduled

You are scheduled for this job 363 North Circular Road Barking IG11 7SD, Barking Fri, 26 April 2024, 13:33 3 minutes ago

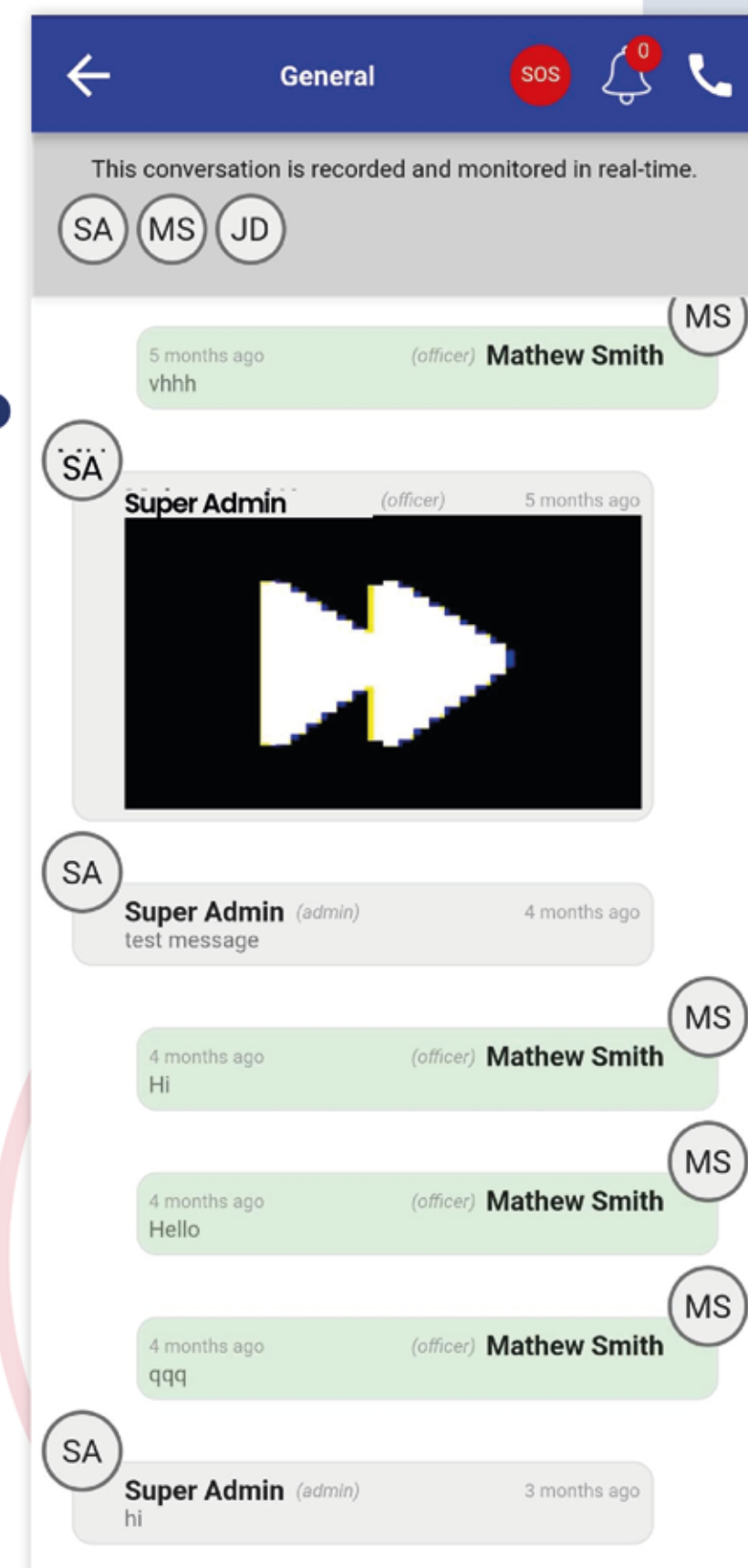
Job Scheduled

You are scheduled for this job 363 North Circular Road



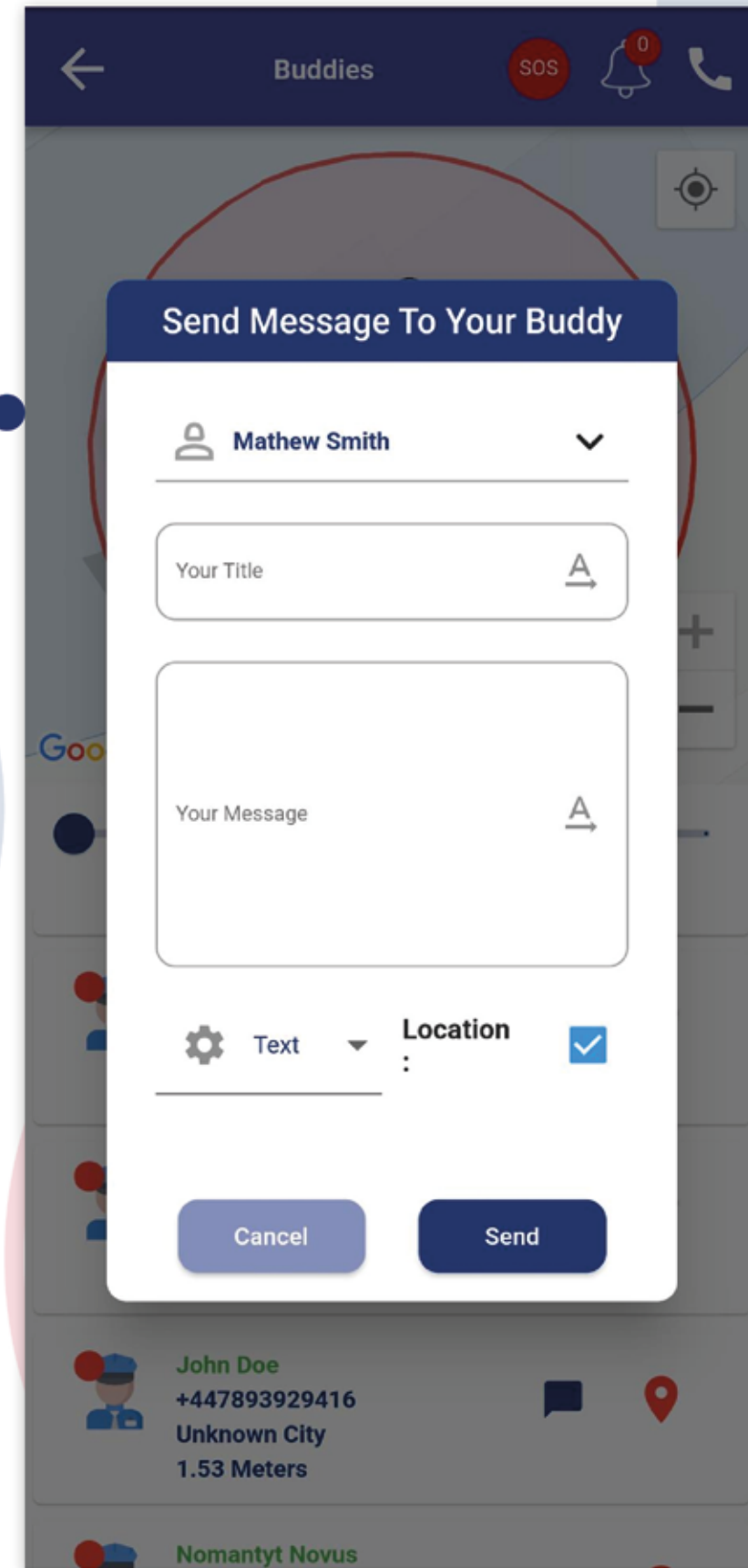
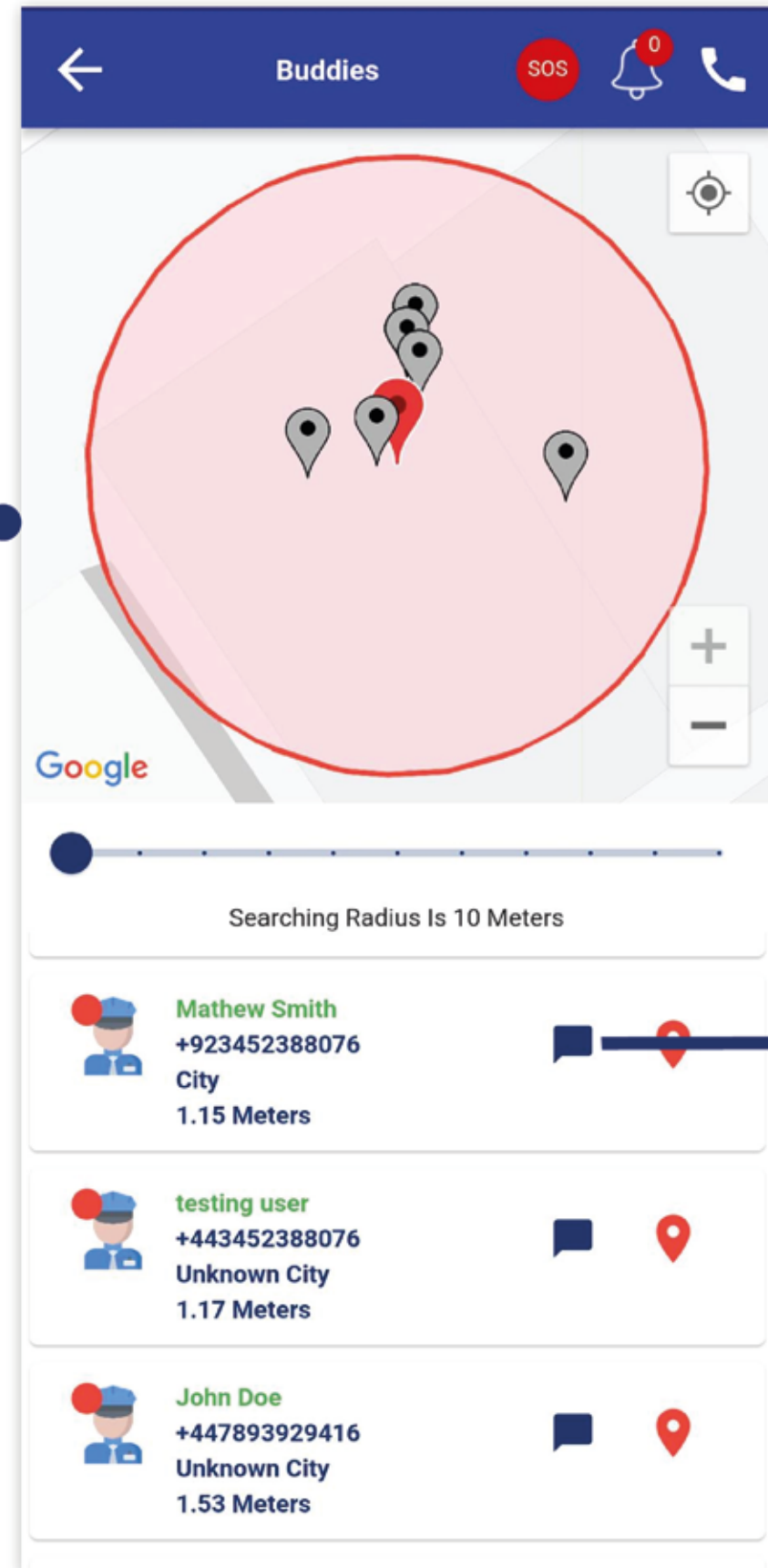
Chat

Receive important and critical news or information from control room



Buddies

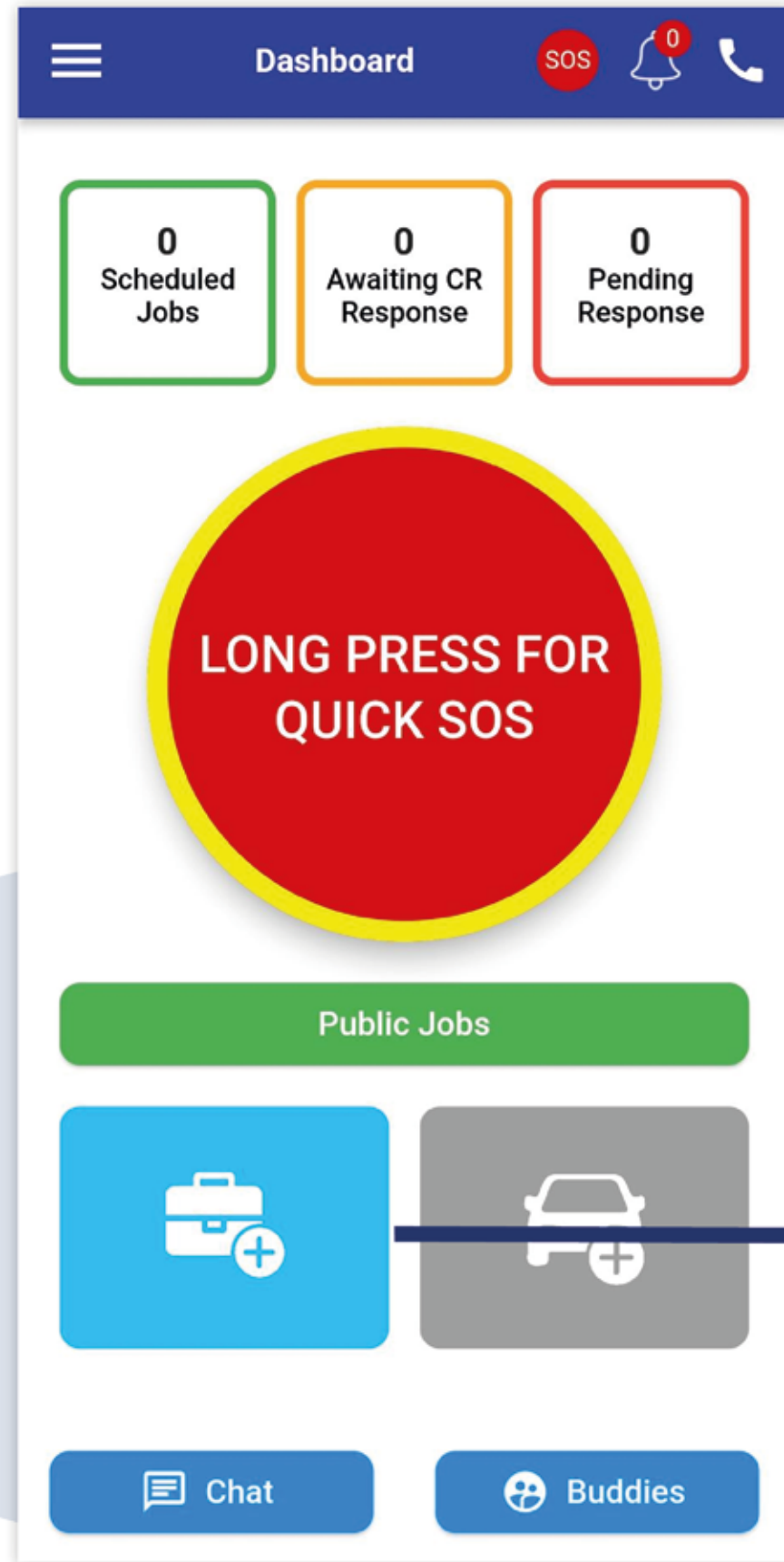
Interact or contact nearby officers in your radius



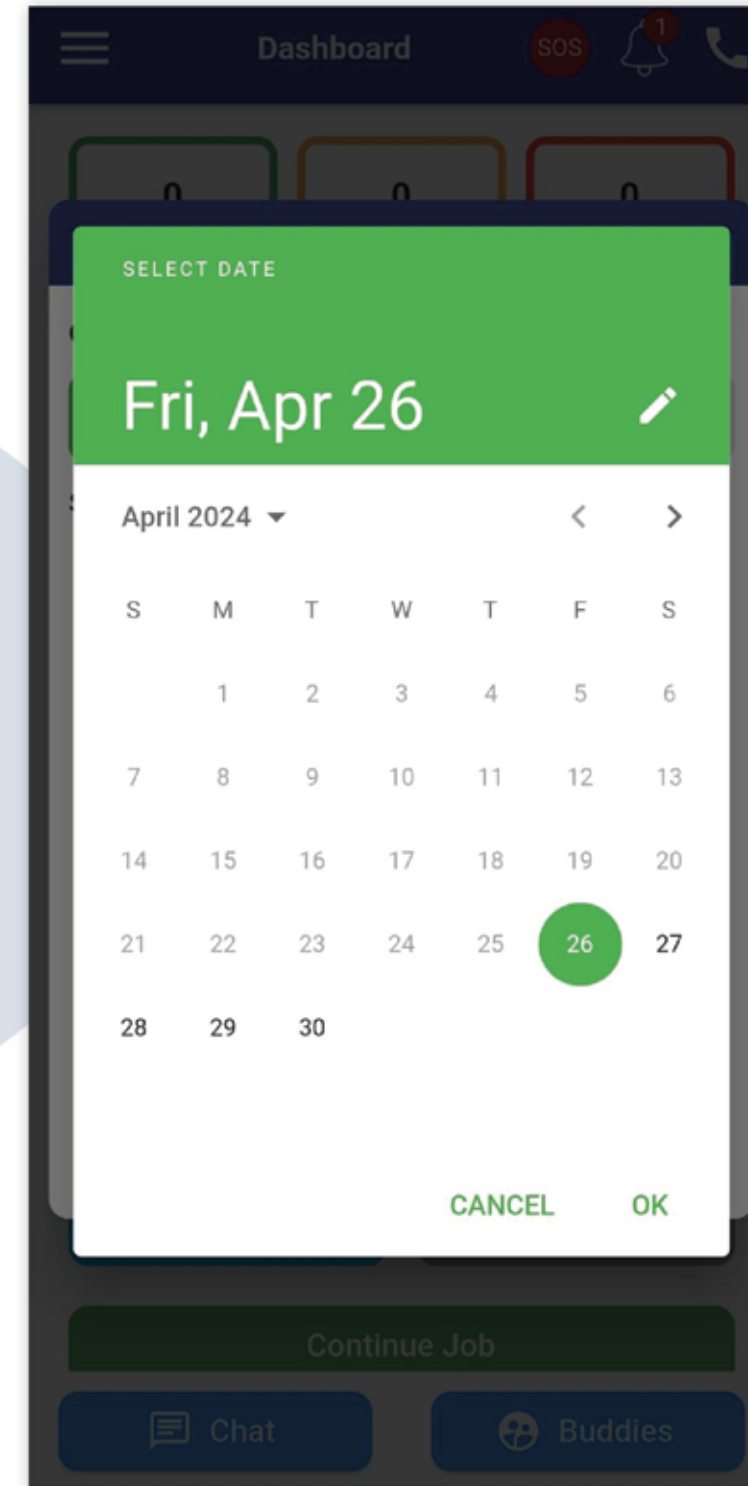
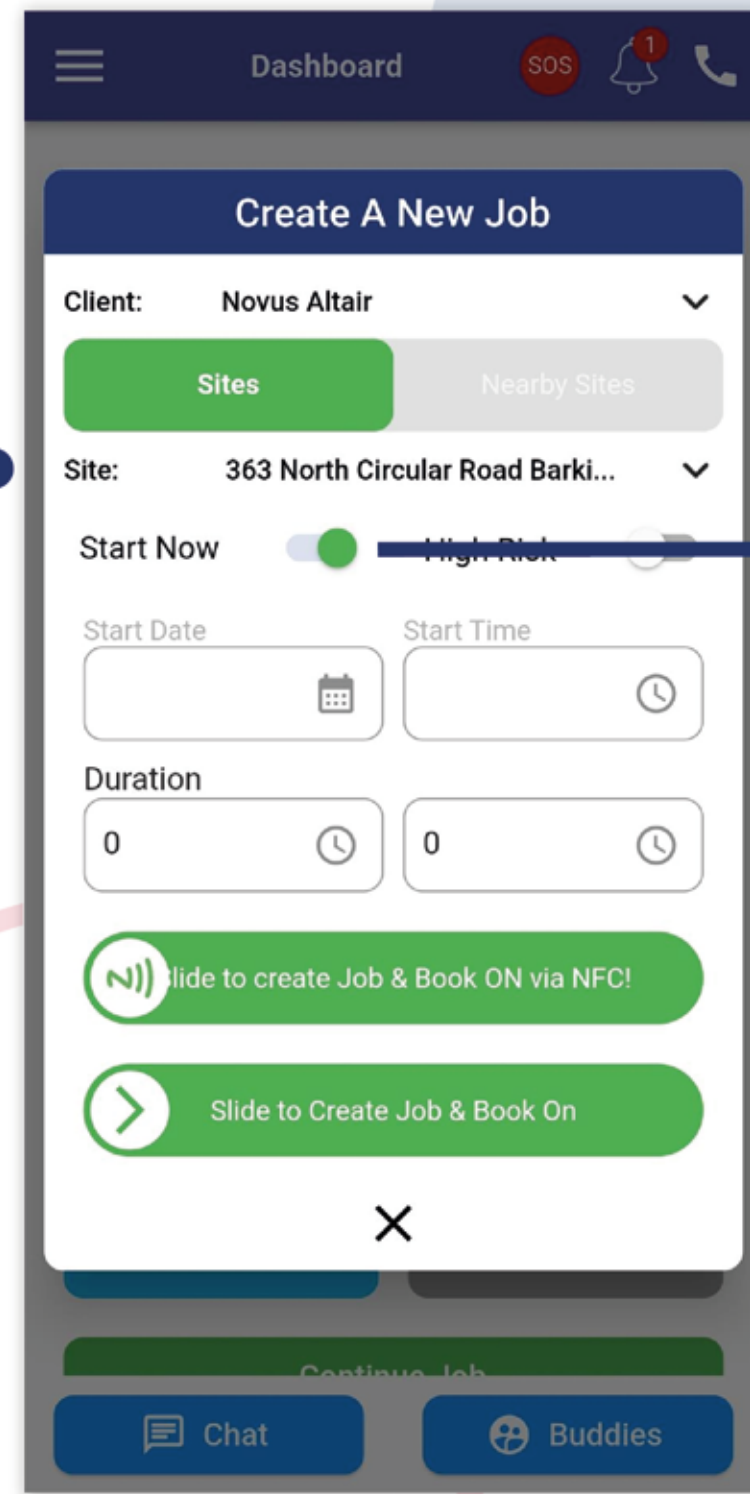
CREATE JOB

You can create a job that will commence

- immediately or
- later at scheduled time

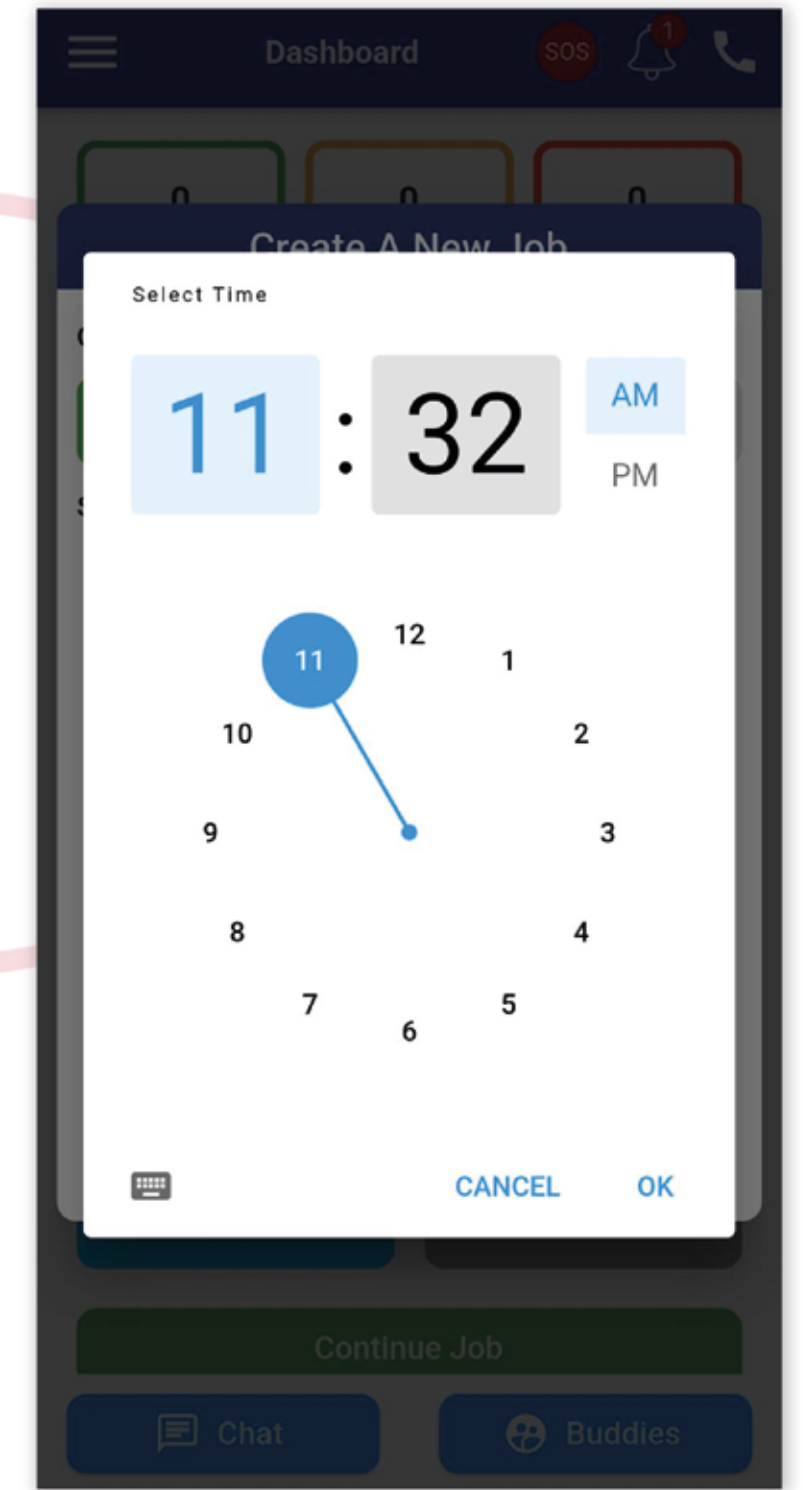


Site selection based on current location

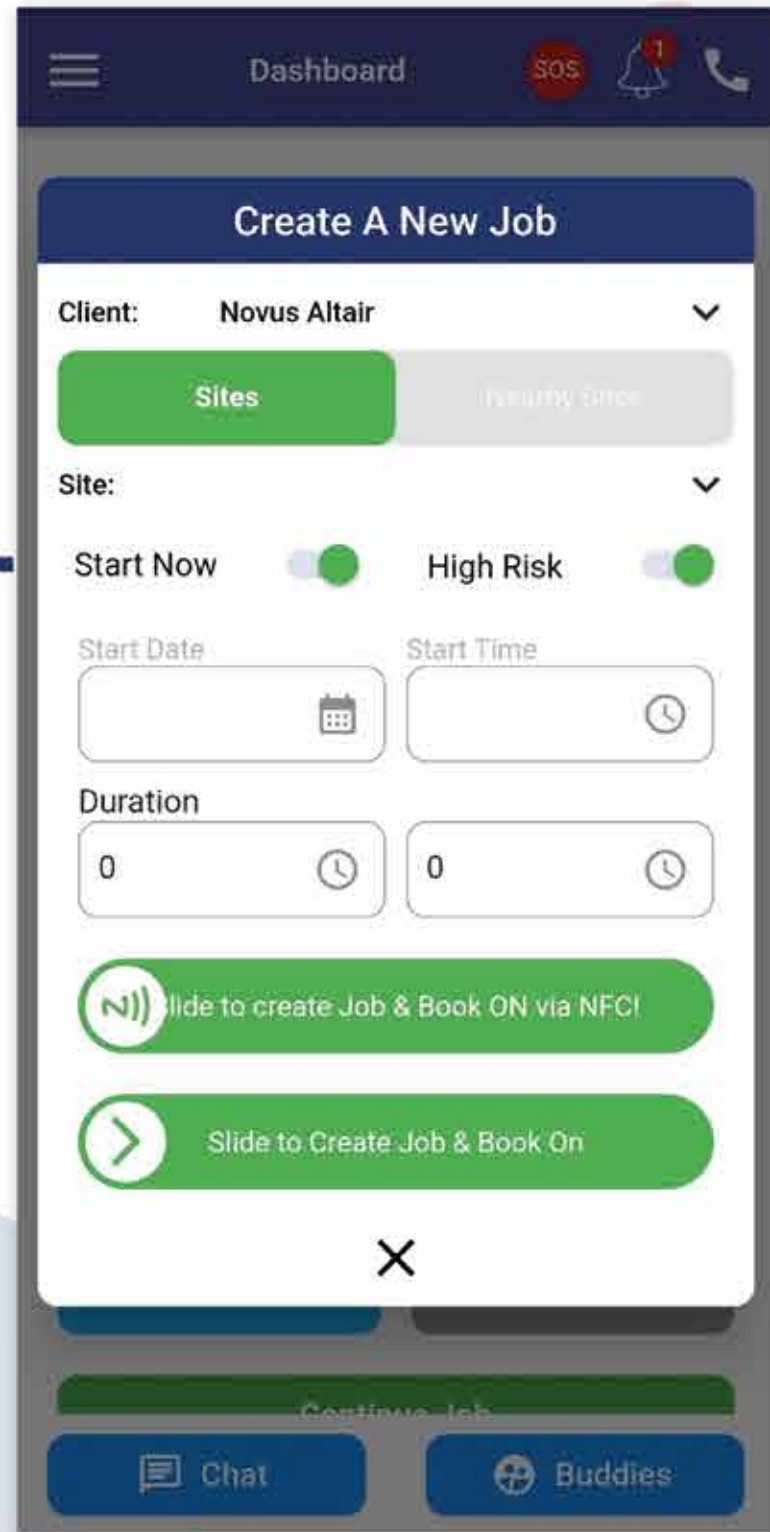


Job Scheduling

Creating Job that starts later

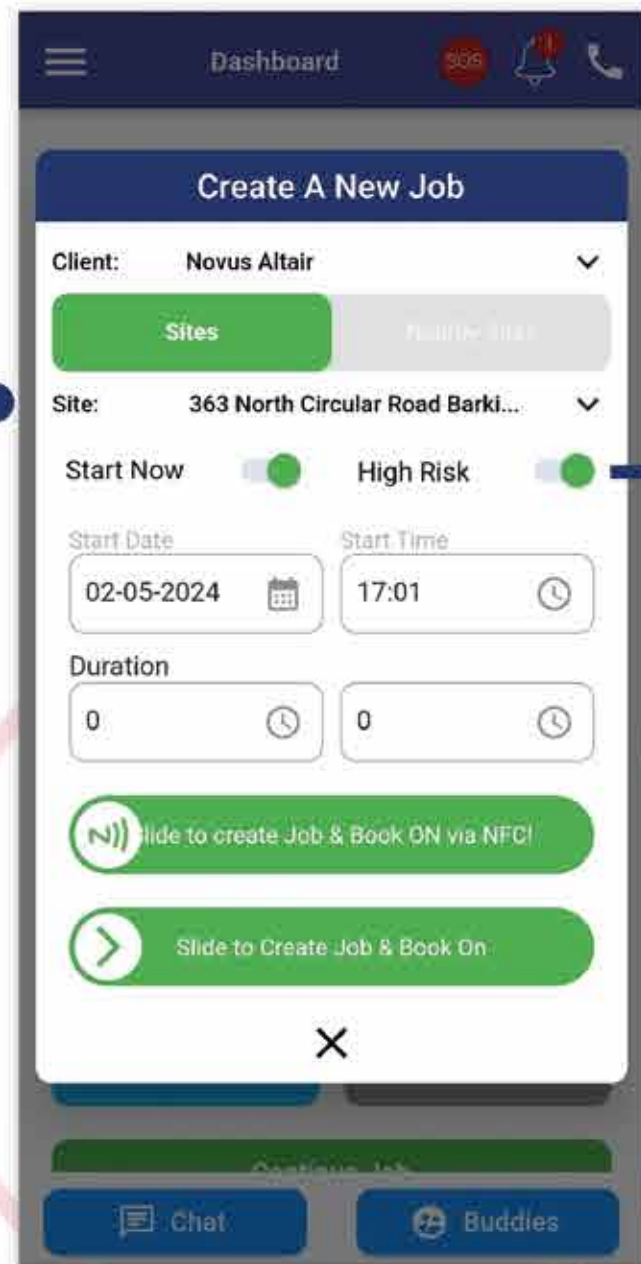


CREATE JOB

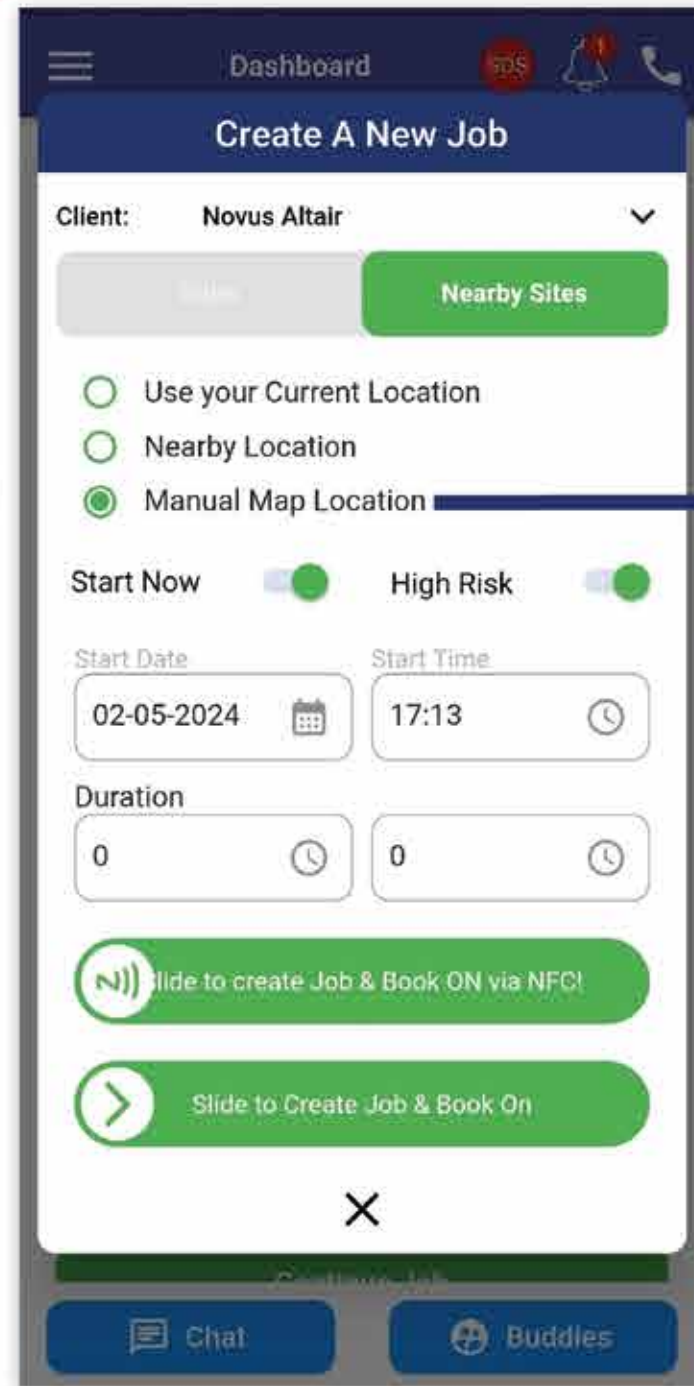


Creating Job that starts immediately

Availabe site



High Risk

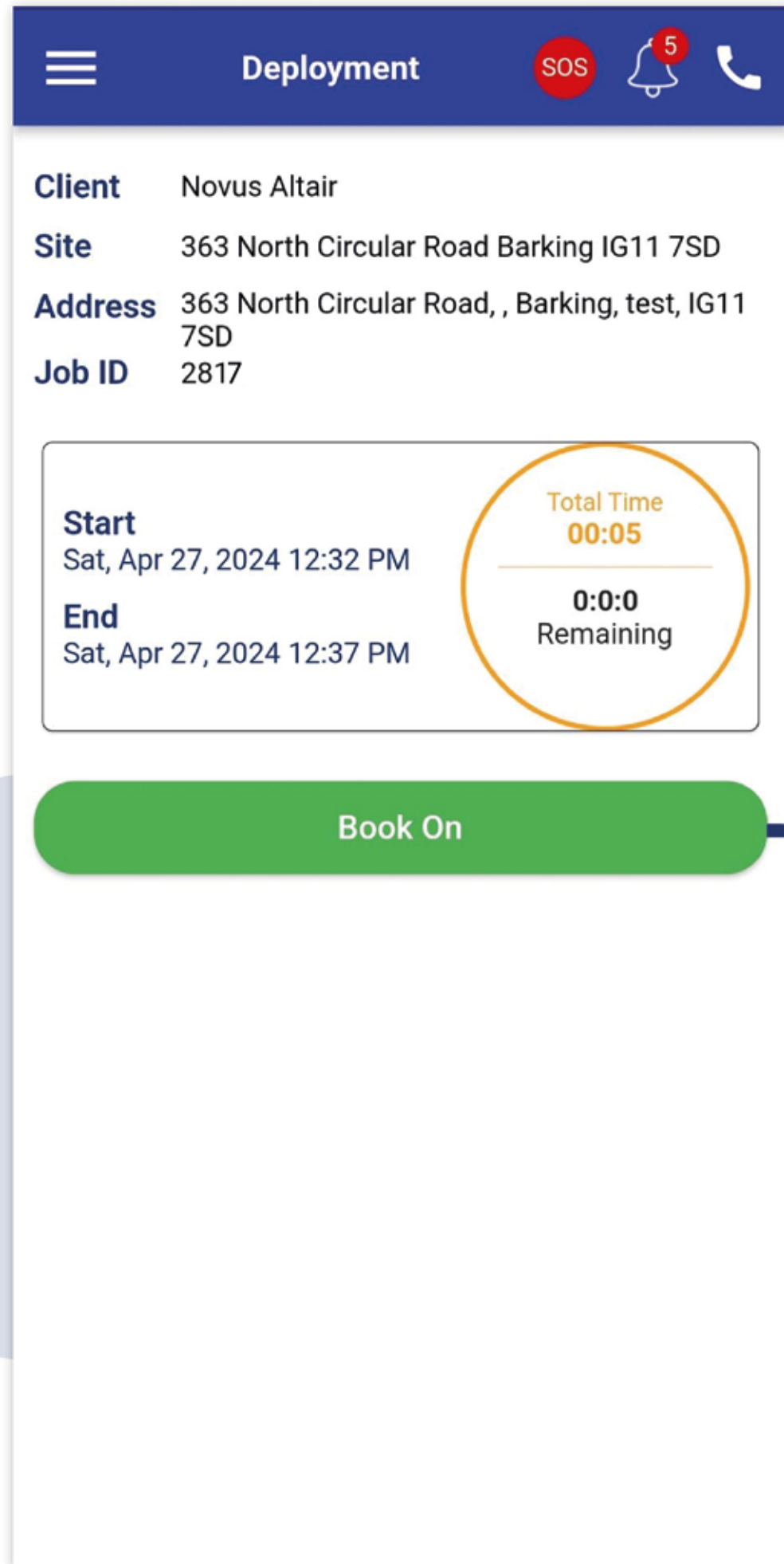


Munual location on the map



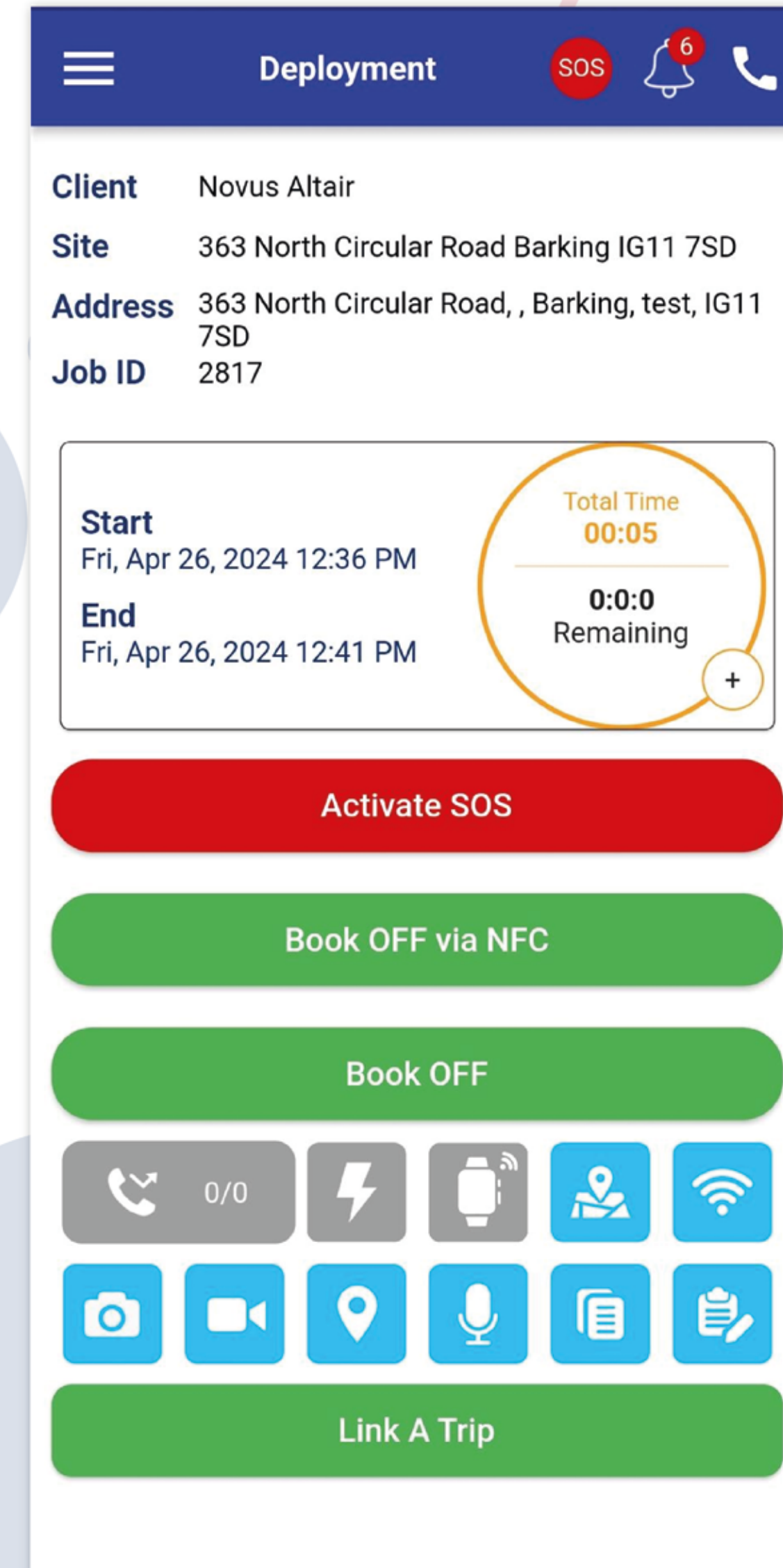
DEPLOYMENT

Once Booked ON, you can execute various job related activities, such as, activating SOS, submitting welfare check call, sending location to Control Room, reporting pictures, sending voice memo, etc



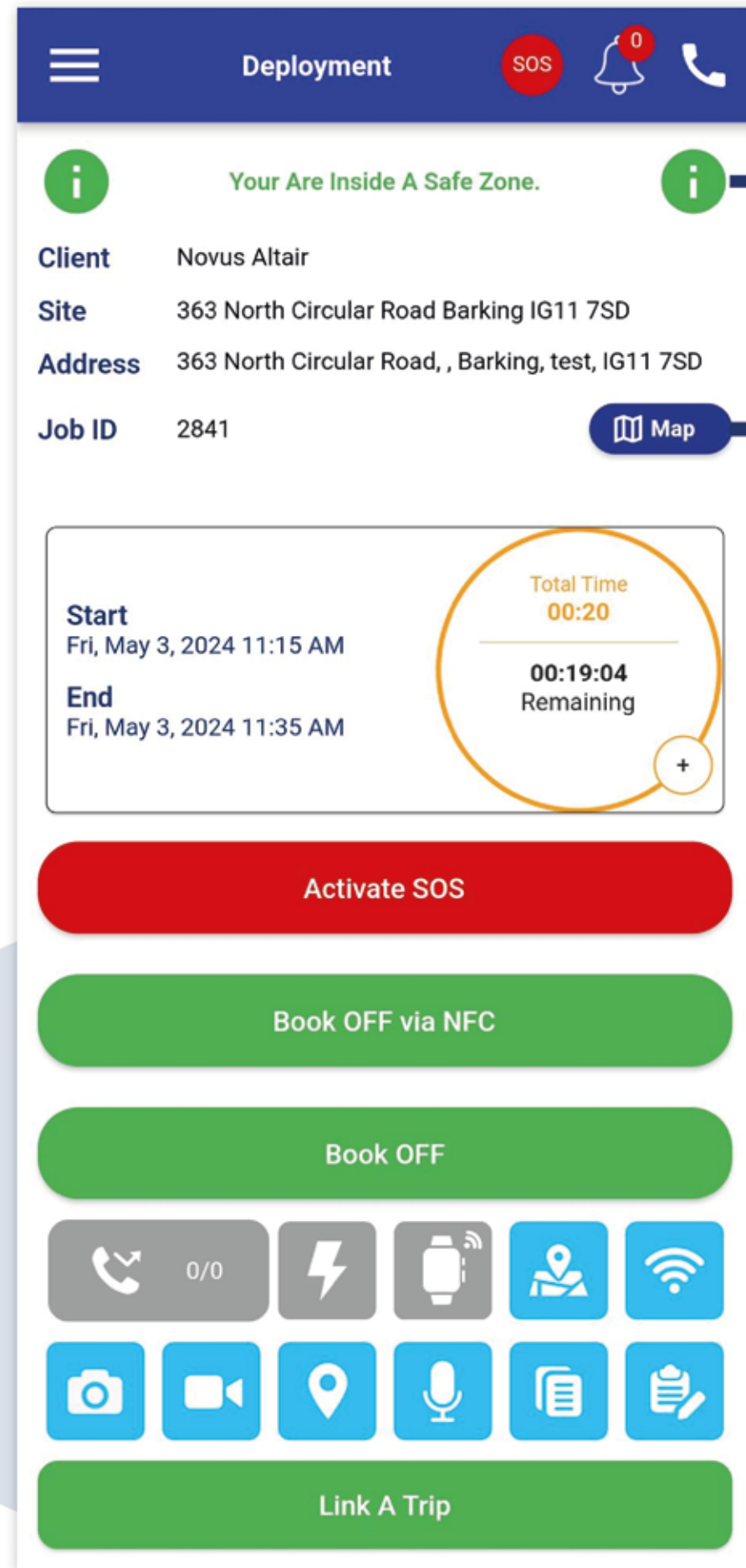
Book ON

Once Booked ON job related features will be available



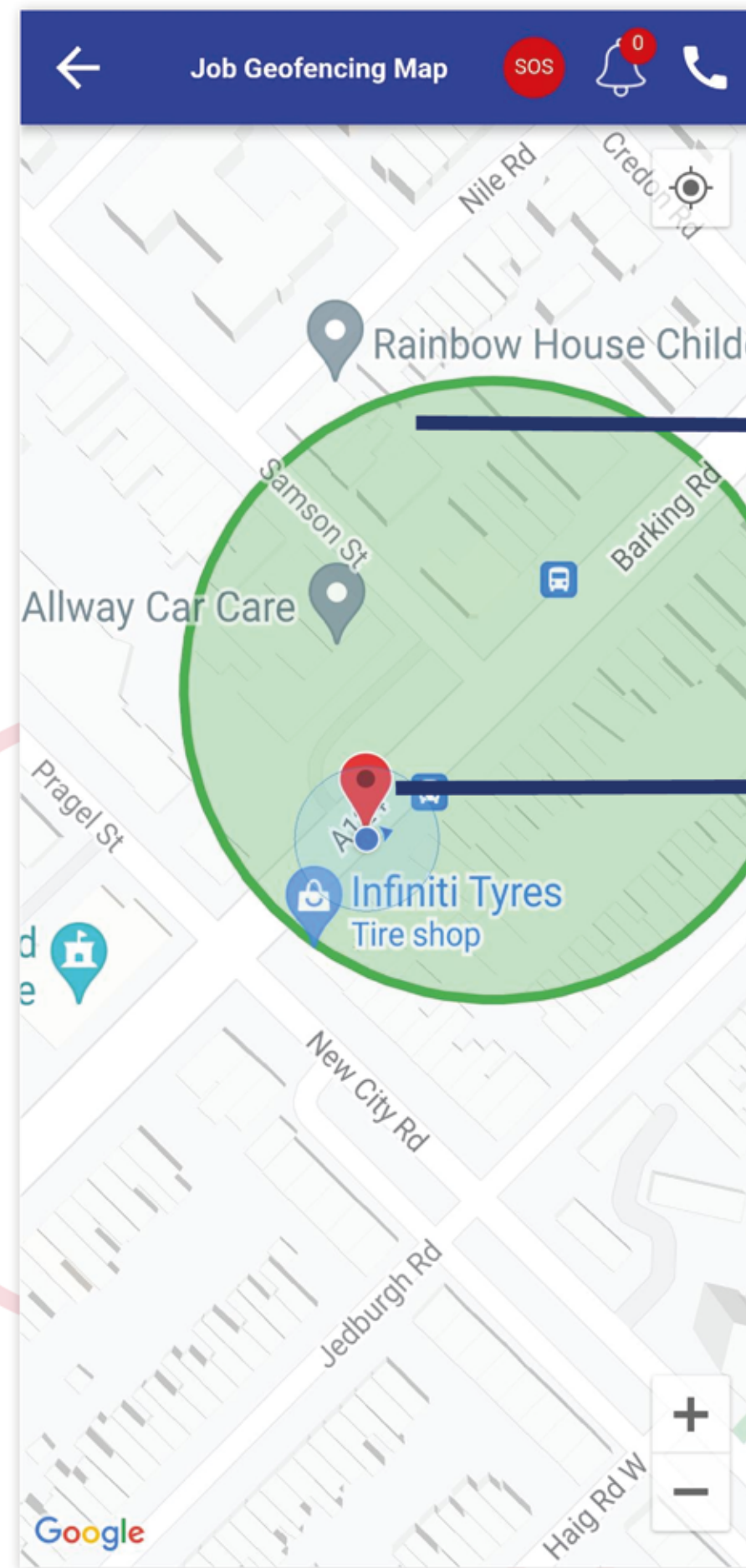
Job Geofence

Alert geofence status to officer allotted by Control Room



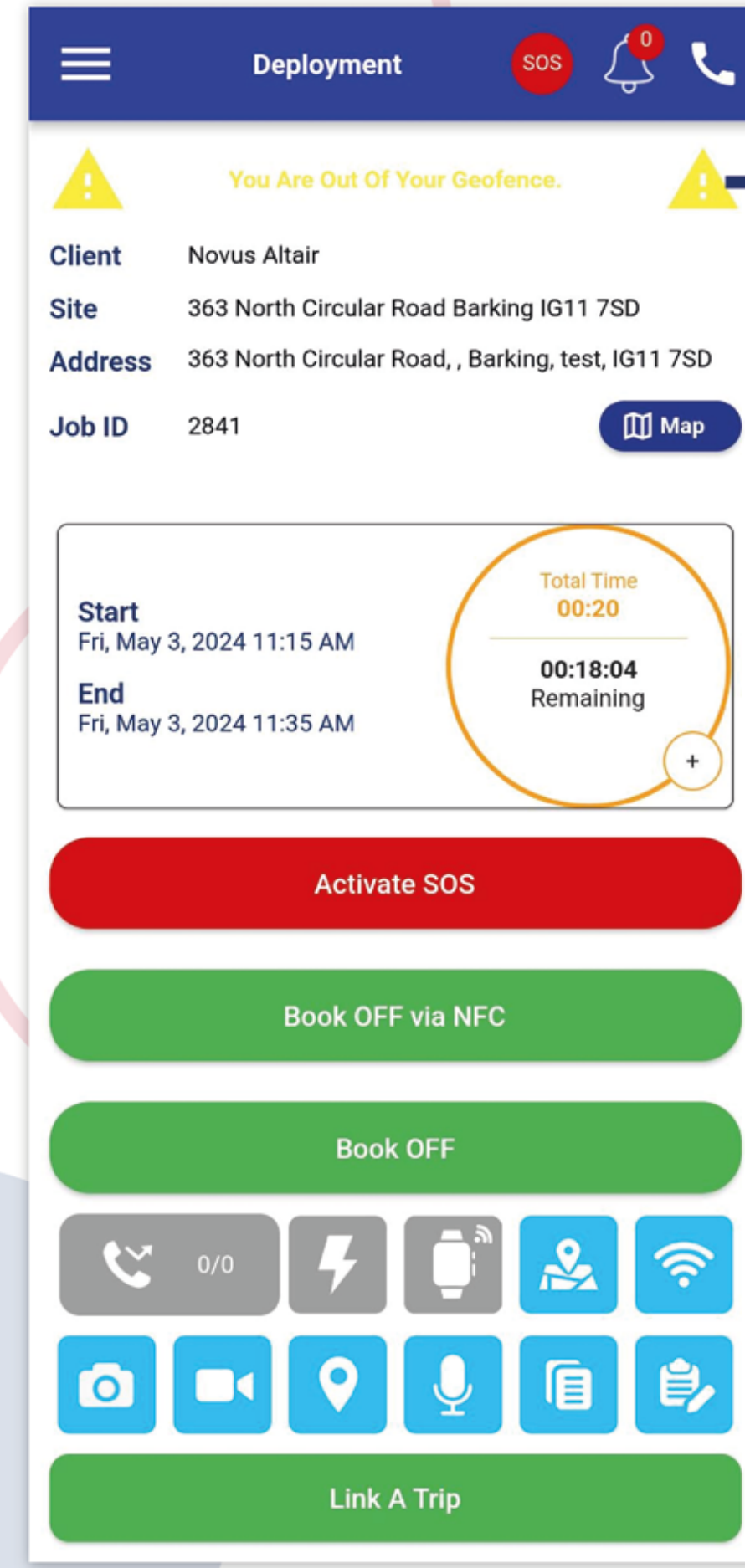
When officer is in Geofence or in a safe zone

Geofence map



Your Geofence

Your position

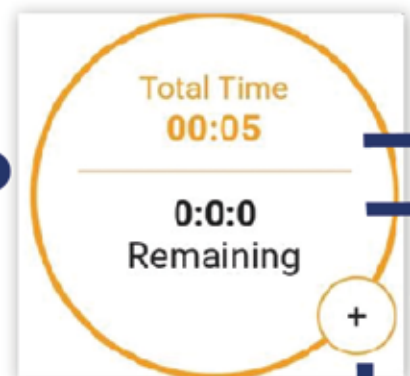
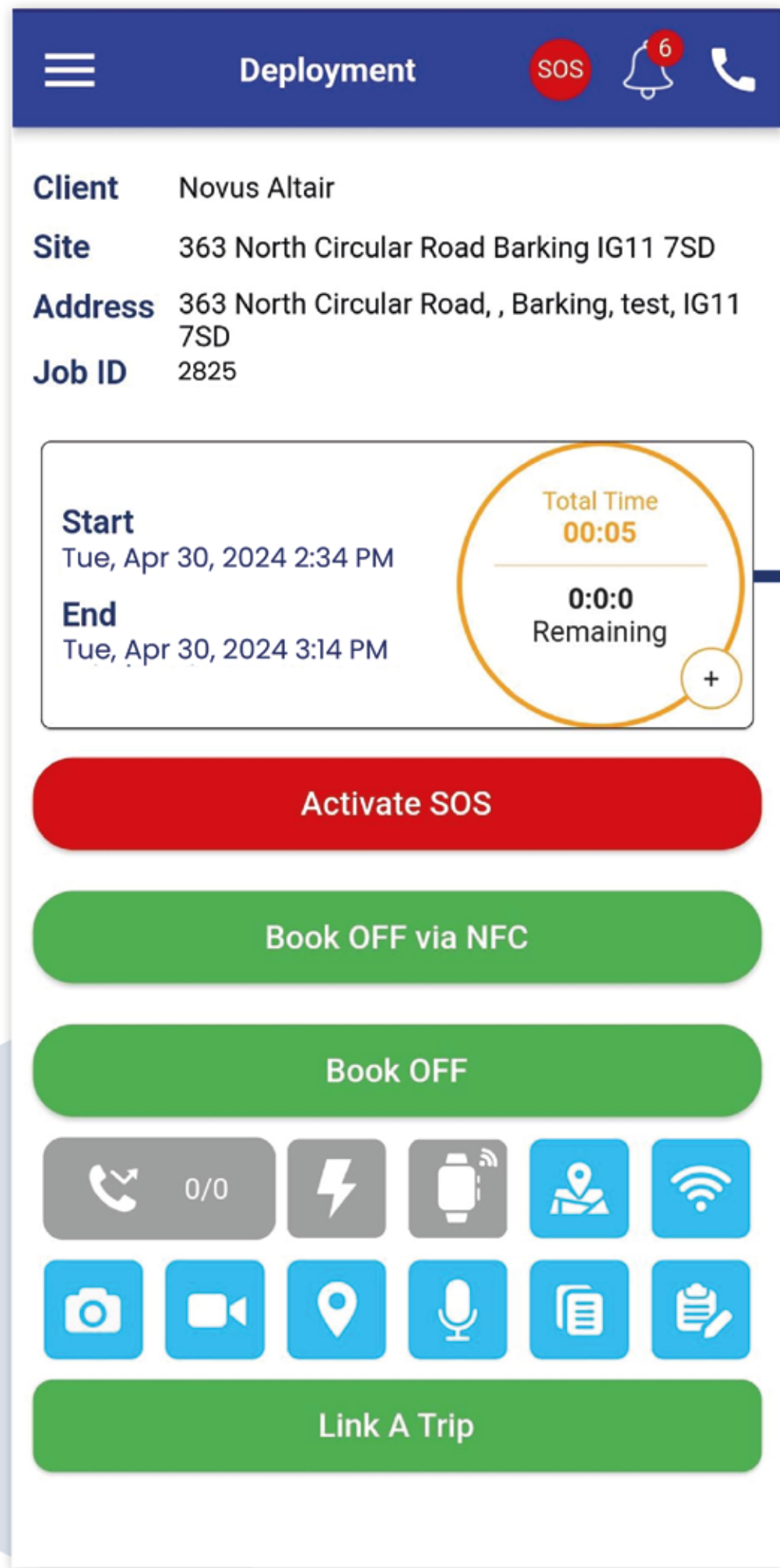


When officer is breaching Geofence



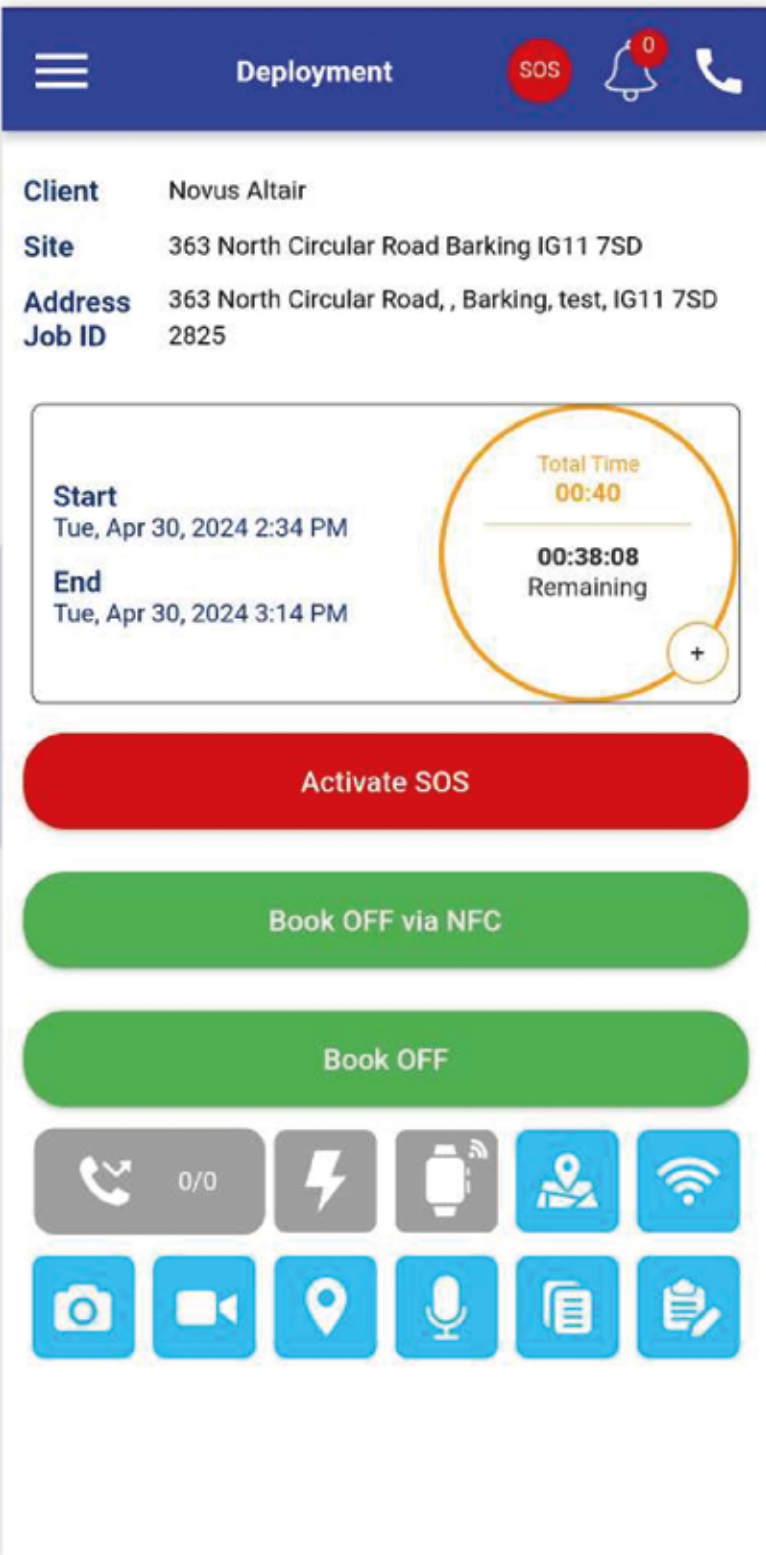
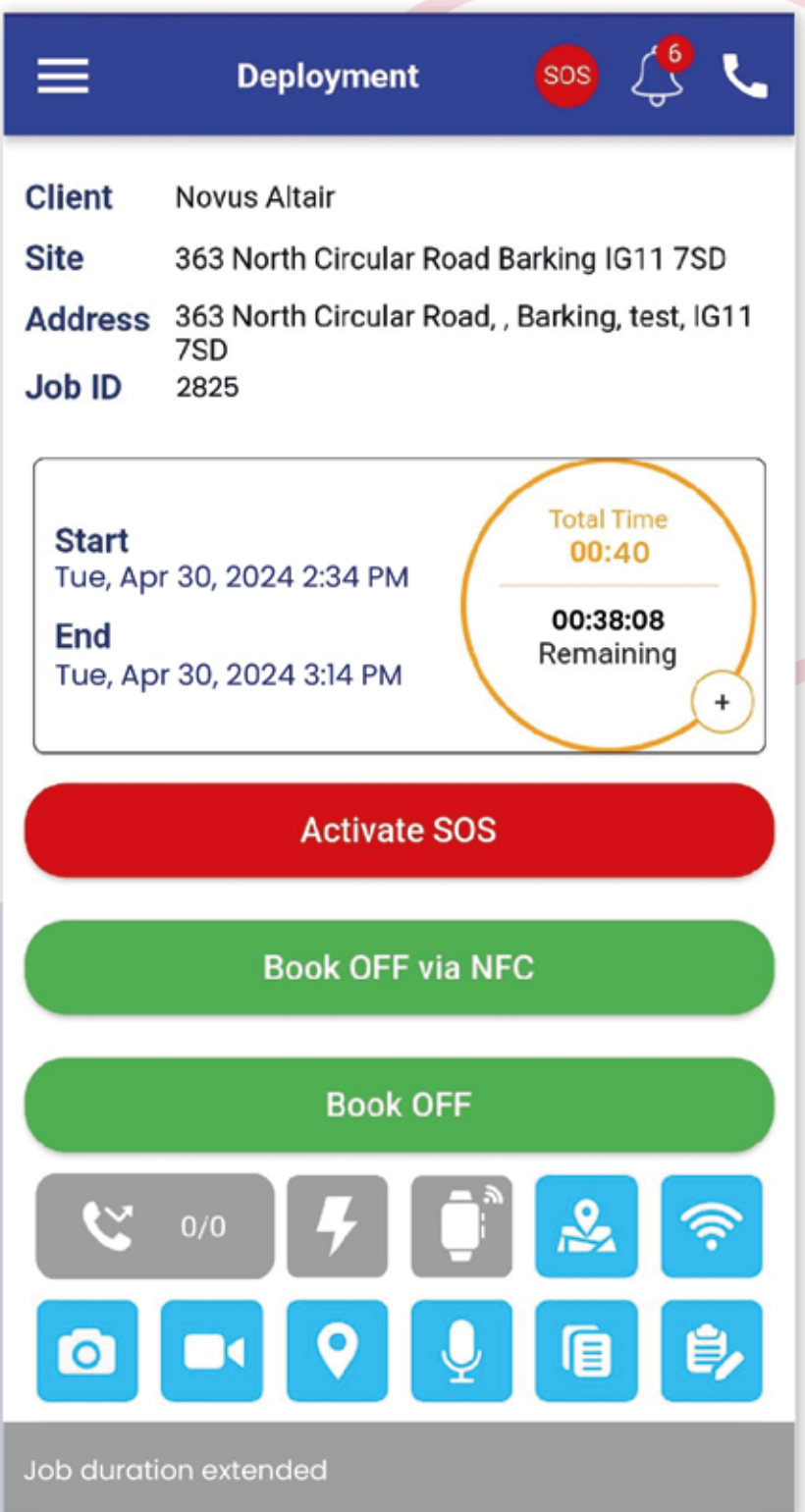
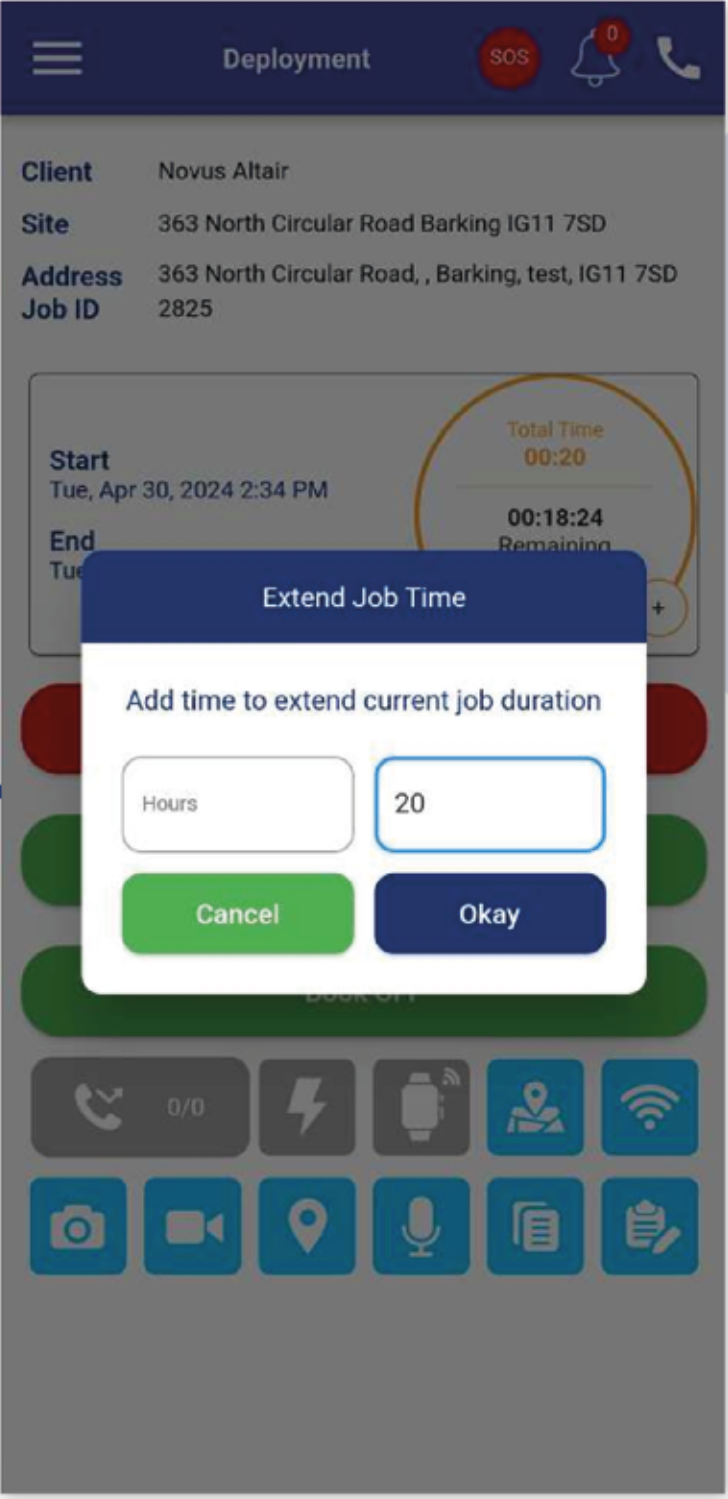
EXTEND JOB

When needed, user can extend the job duration



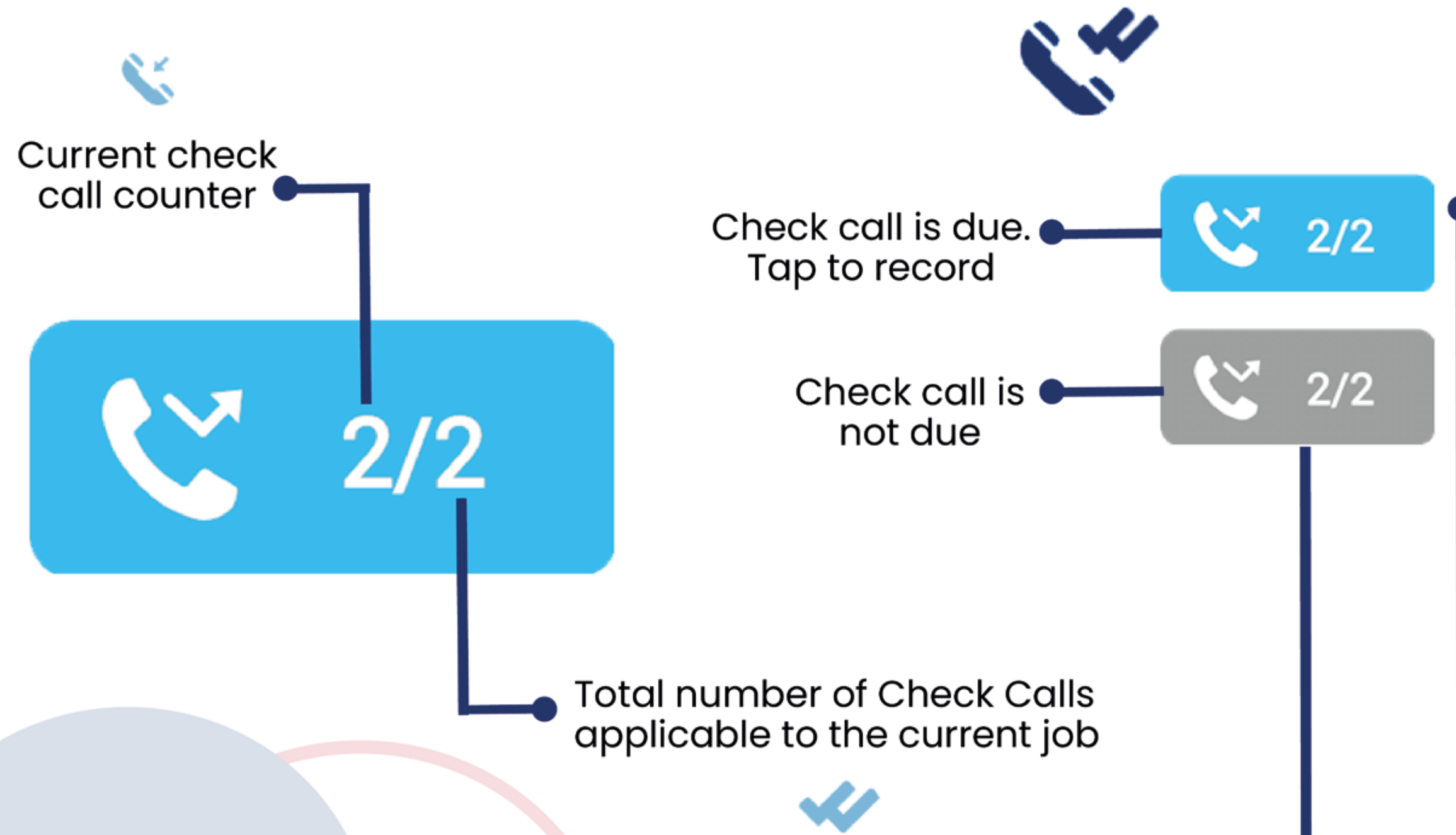
- Duration of job
- Remaining time of job(countdown)
- Extend job time if needed

Enter hours and/or minutes by how much you want to extend the duration



CHECK CALL

Record welfare check call to indicate the control room that you are safe and sound



When Check Call is missed, SOS is raised. If you missed, you can cancel the SOS. See SOS section to see how to do so

The screenshot shows the 'Deployment' screen of a mobile application. At the top, there is a blue header with a menu icon, the word 'Deployment', and an SOS button with a notification badge '6'. Below the header, the following information is displayed:

- Client:** Novus Altair
- Site:** 363 North Circular Road Barking IG11 7SD
- Address:** 363 North Circular Road, , Barking, test, IG11 7SD
- Job ID:** 2817

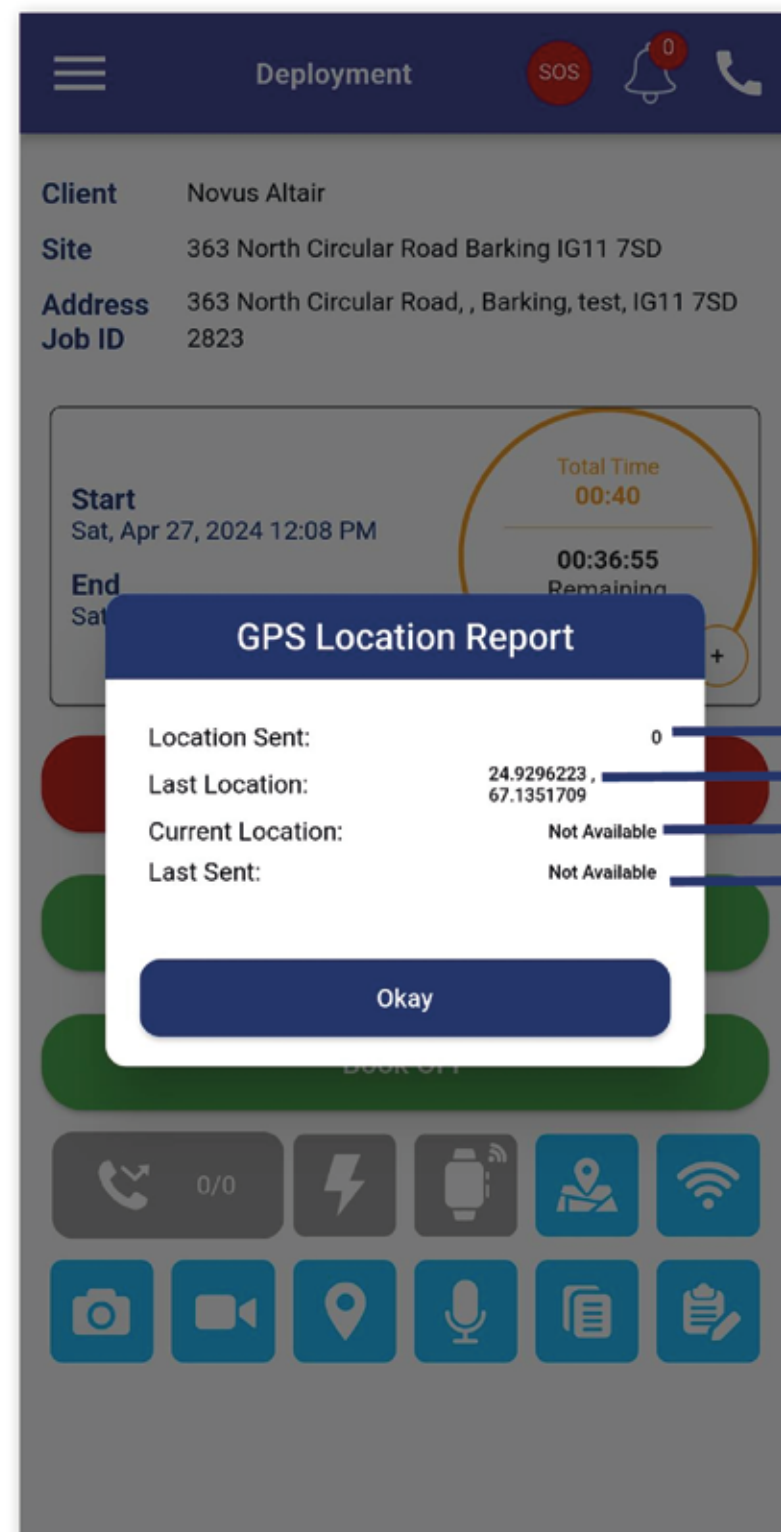
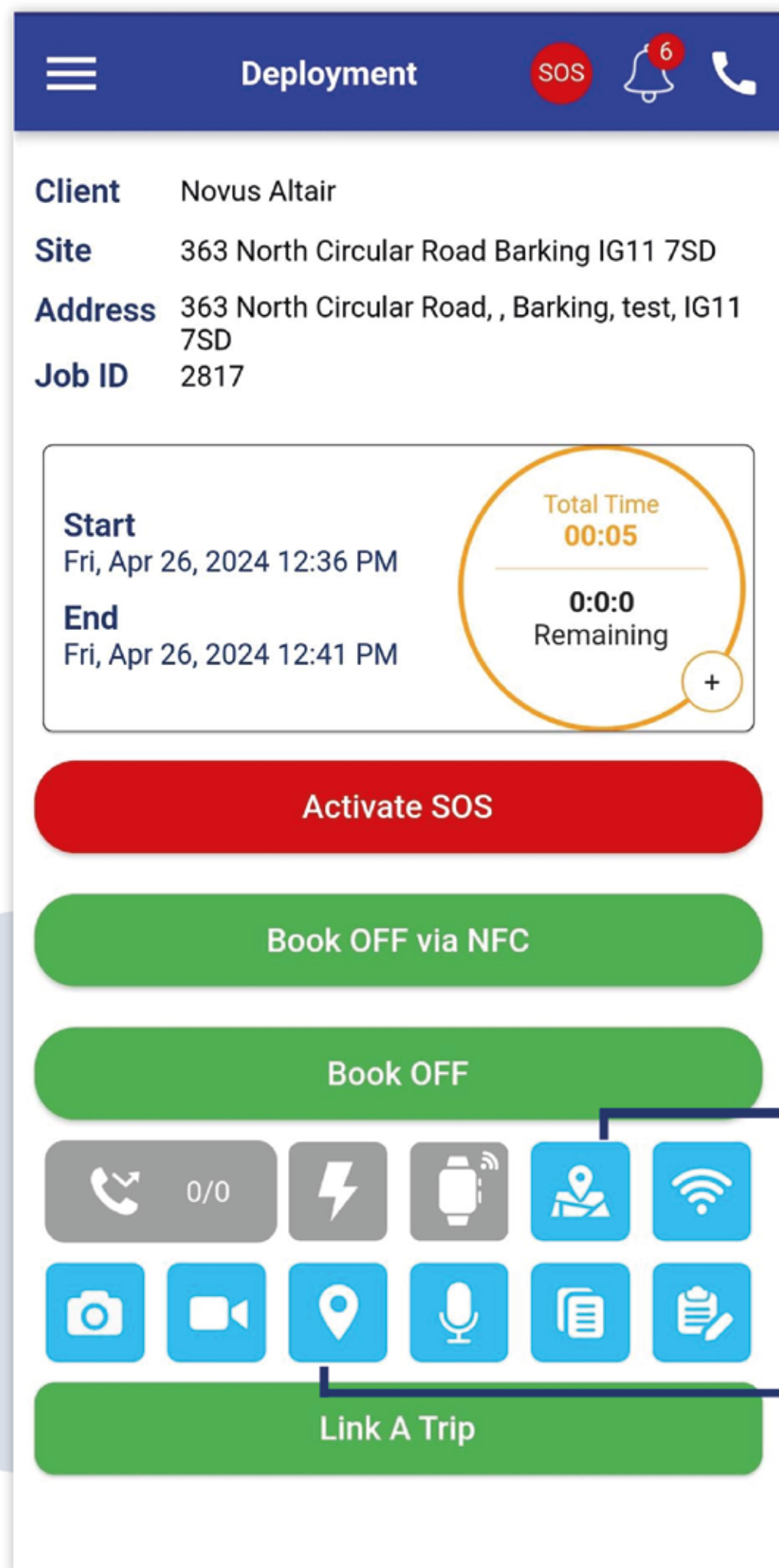
Below this information is a section for timing:

- Start:** Fri, Apr 26, 2024 12:36 PM
- End:** Fri, Apr 26, 2024 12:41 PM
- Total Time:** 06:00
- Remaining:** 05:59:29

Below the timing section are three large buttons: 'Activate SOS' (red), 'Book OFF via NFC' (green), and 'Book OFF' (green). At the bottom, there is a dock with icons for check call (0/2), battery, mobile data, location, and Wi-Fi. Below the dock are icons for camera, video call, location, microphone, document, and list. At the very bottom is a green button labeled 'Link A Trip'.

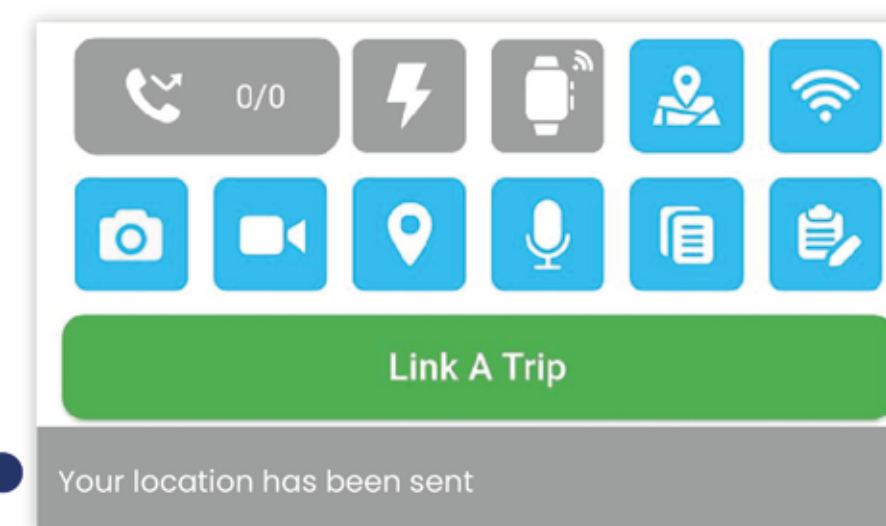
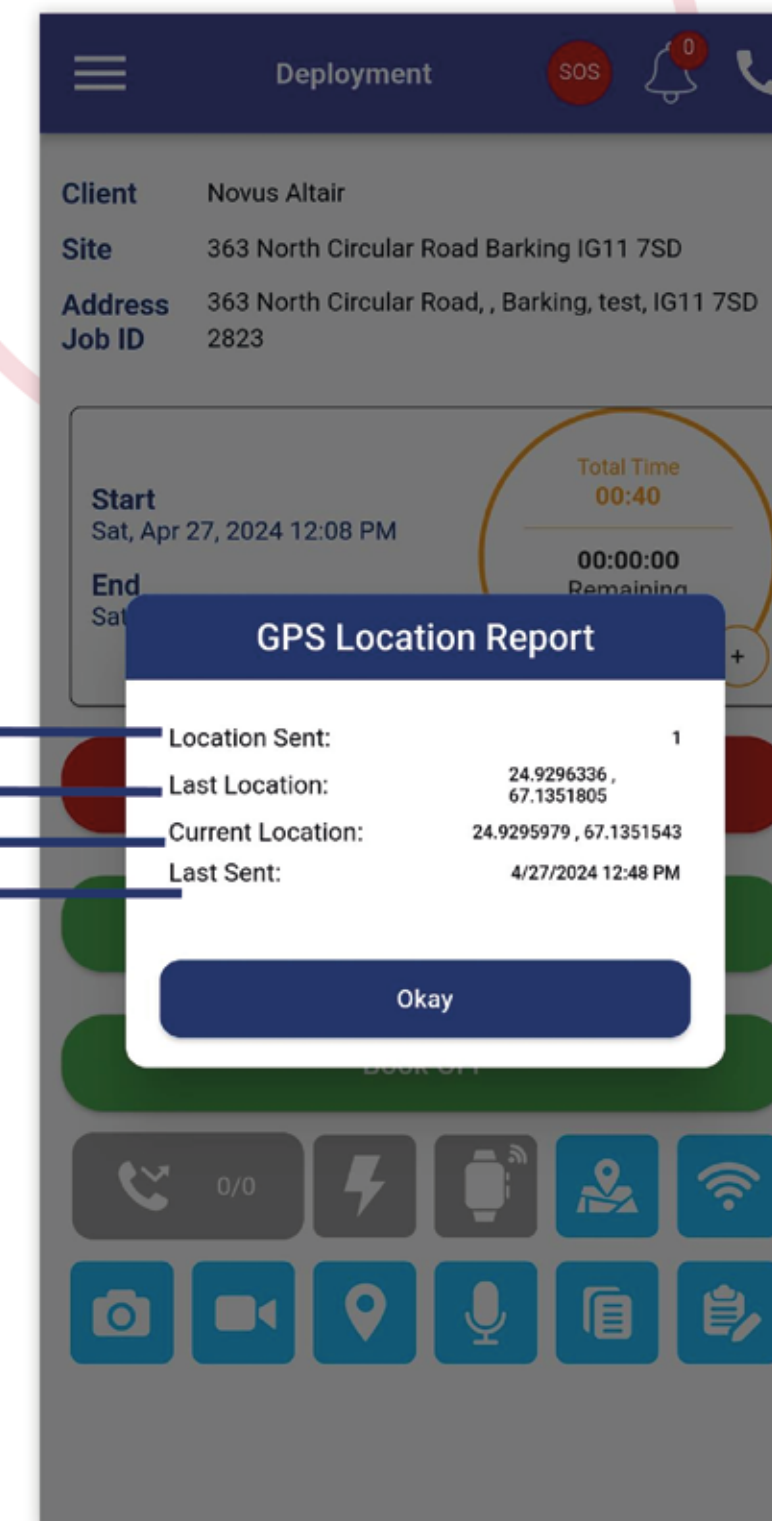
LOG LOCATION

Report your location by tapping .
Tap  to view the last reported location details



GPS status details:

- Location(s) Sent.
- Last location reported.
- Current location of user.
- Date and time when location was last reported.





INTERNET/DATA CONNECTION

Indicate the internet/data connection status

Deployment

SOS 6

Client Novus Altair

Site 363 North Circular Road Barking IG11 7SD

Address 363 North Circular Road, , Barking, test, IG11 7SD

Job ID 2817

Start Fri, Apr 26, 2024 12:36 PM

End Fri, Apr 26, 2024 12:41 PM

Total Time 00:05

0:0:0 Remaining

Activate SOS

Book OFF via NFC

Book OFF

0/0

Link A Trip

Connected

Deployment

SOS 6

Client Novus Altair

Site 363 North Circular Road Barking IG11 7SD

Address 363 North Circular Road, , Barking, test, IG11 7SD

Job ID 2817

Start Fri, Apr 26, 2024 12:36 PM

End Fri, Apr 26, 2024 12:41 PM

Total Time 00:05

0:0:0 Remaining

Activate SOS

Book OFF via NFC

Book OFF

0/0

Link A Trip

Not Connected

Deployment

SOS 6

Client Novus Altair

Site 363 North Circular Road Barking IG11 7SD

Address 363 North Circular Road, , Barking, test, IG11 7SD

Job ID 2817

Start Fri, Apr 26, 2024 12:36 PM

End Fri, Apr 26, 2024 12:41 PM

Total Time 00:05

0:0:0 Remaining

Activate SOS

Book OFF via NFC

Book OFF

0/0

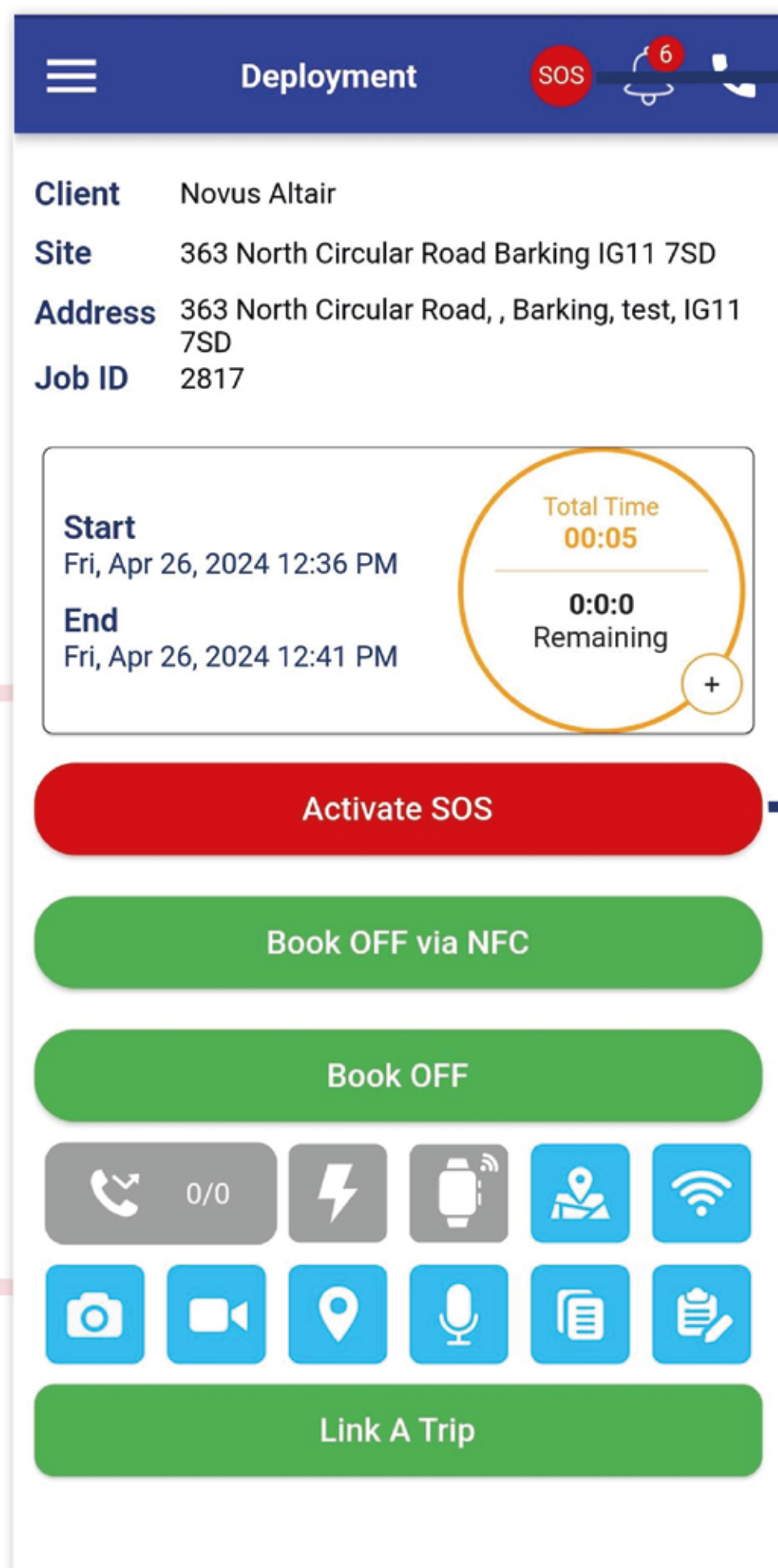
Link A Trip

Disabled in the device



SOS

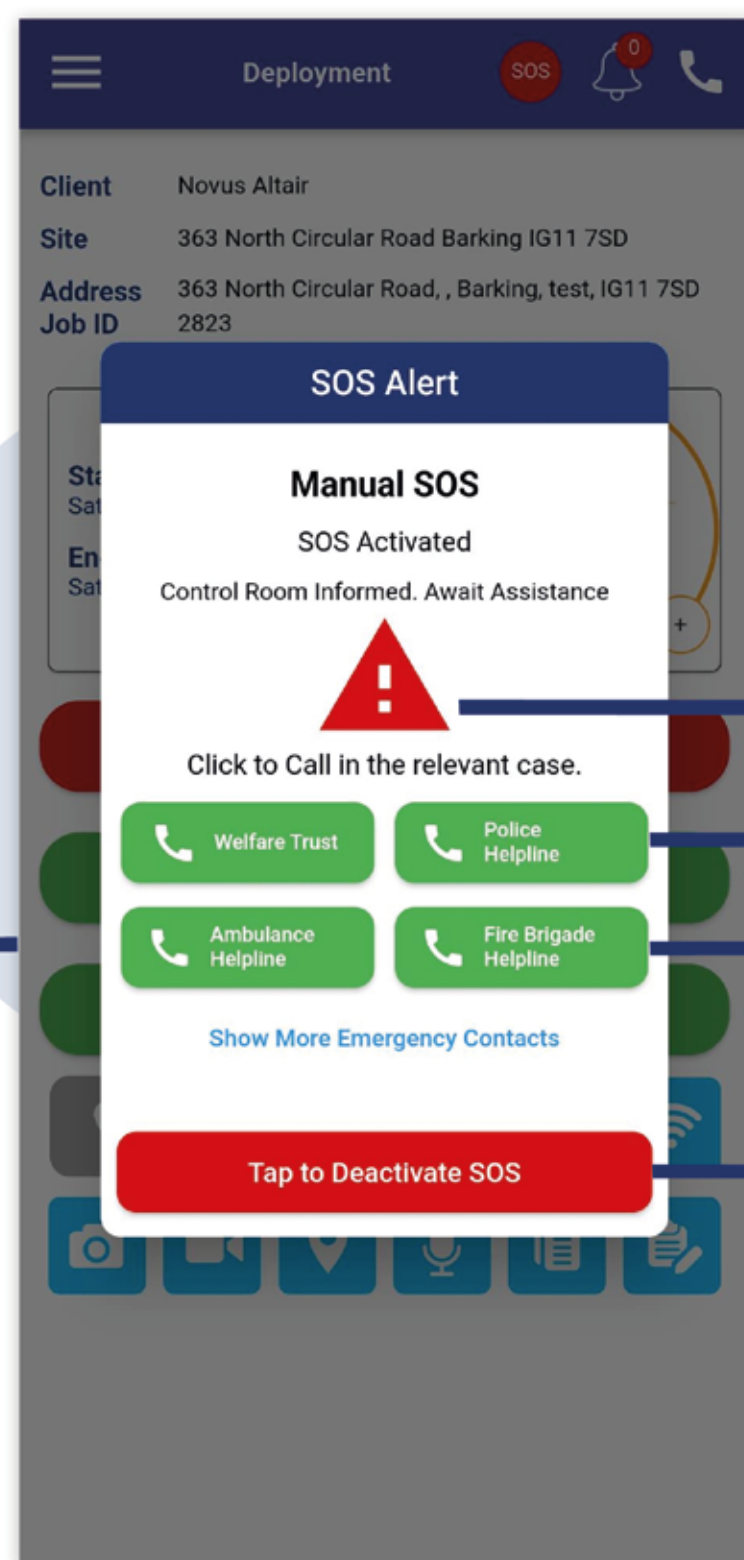
SOS can be triggered manually by tapping the relevant SOS buttons. SOS is triggered automatically when Check Call or Book OFF is missed as well as when a Fall Down or No Movement is detected. DURESS alarm is raised when you enter DURESS PIN



Tap and hold for 2 seconds to activate SOS manually

Activate SOS manually

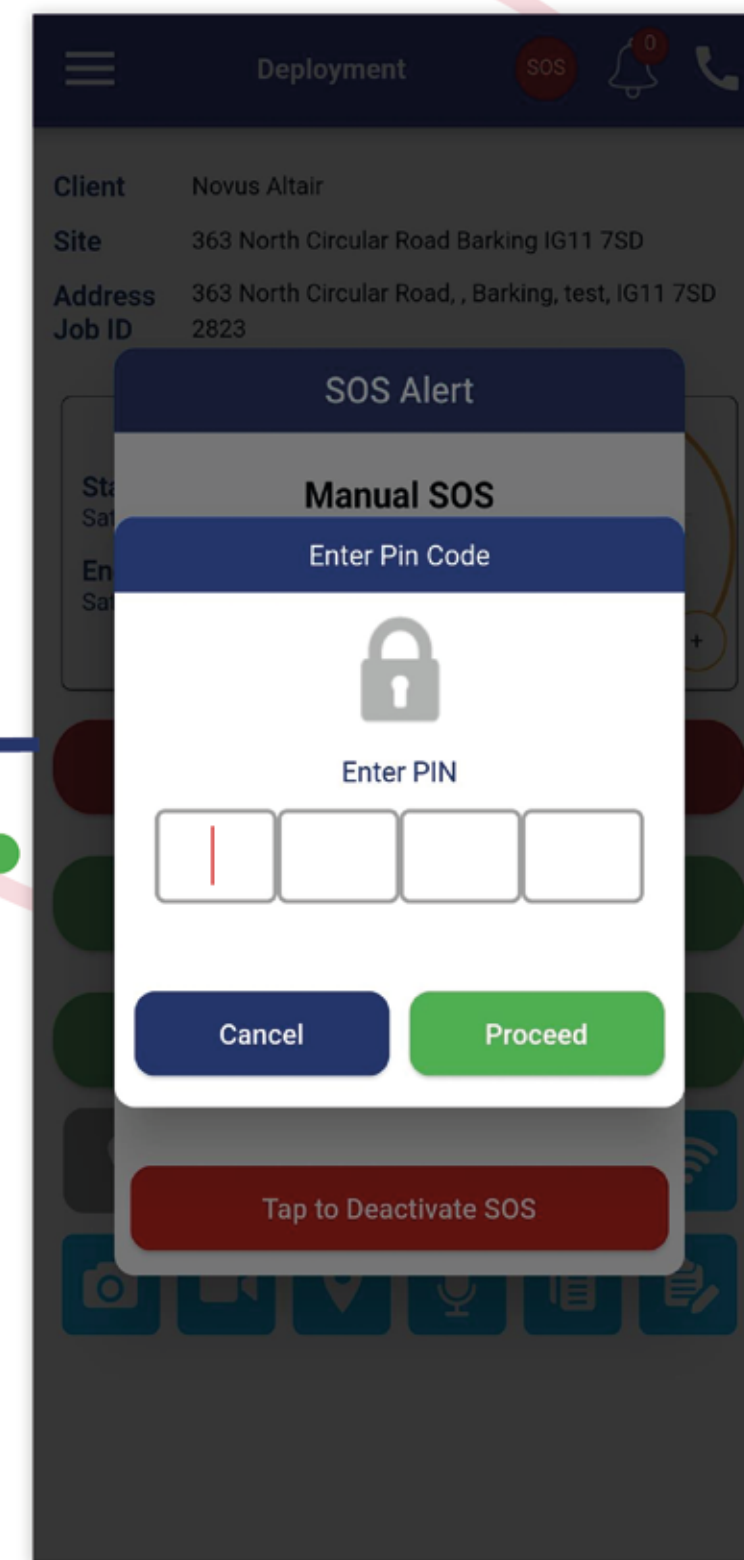
SOS screen will be frozen until resolved by control room/Officer



Enter SAFE PIN to cancel the active SOS. Enter DURESS PIN to activate duress alarm should you need to do so

SOS activated
Emergency numbers for direct contact

Tap to cancel the active SOS





LONE WORKER SOS TYPES

- **SOS ALARM**
SOS activation via manual SOS slider
- **MAN DOWN/NO MOVEMENT ALARM**
SOS activation after a period(configurable) of inactivity.
- **FALL DOWN ALARM**
SOS activation due to sudden movement.
- **MISSED CHECK CALL ALARM**
SOS activation due to missed check call.
- **MISSED BOOK OFF ALARM**
SOS activation due to missed book off.
- **LOW BATTERY ALARM**
SOS activation due to battery running low.
- **V-ALRT FALL DOWN ALARM**
SOS activation due to sudden movement of V-ALRT device.
- **V-ALRT DISCRETE ALARM**
SOS activation by pressing the button in the V-ALRT device.



- **DISCRETE SOS**
SOS activated by pressing volume down button 3 times.
- **VOICE BASED DISCRETE SOS**
SOS activation by voice pattern.
- **DURESS ALARM**
Escalated SOS activation due to entering duress PIN while already any other type of SOS is activated.



General Settings

- Deployment
- Job Alerts
- My Jobs
- My Trips
- My Vehicles
- My Account
- My Device
- Chat
- Settings
 - General Settings
 - SOS Settings
 - Trip Settings
- Organisation

General Settings

App Permission Change

- Camera Allowed
- Location Always Allowed
- Notifications Allowed
- Listen-in (One-way using voice memo)
- Listen-in (Two way using audio call)
- Offline via SMS Mode (Alternative to Offline via Sync Mode)

Change Security PIN

Help And Support

App permissions

Novus Guard Pro

Allowed

- Camera
- Location
Last accessed yesterday at 5:03 pm
- Microphone
Last accessed yesterday at 4:03 pm
- Notifications

Not allowed

- Music and audio

Turn On/Off, one or two way as needed

General ...

App Permission Change

Camera Allowed

Change Security PIN

PIN Type

Safe Duress

Enter Current PIN

Enter New PIN

Confirm New PIN

Save

Under Duress condition, In emergency condition

General ...

App Permission Change

Camera Allowed

Change Security PIN

PIN Type

Safe Duress

Enter Current PIN

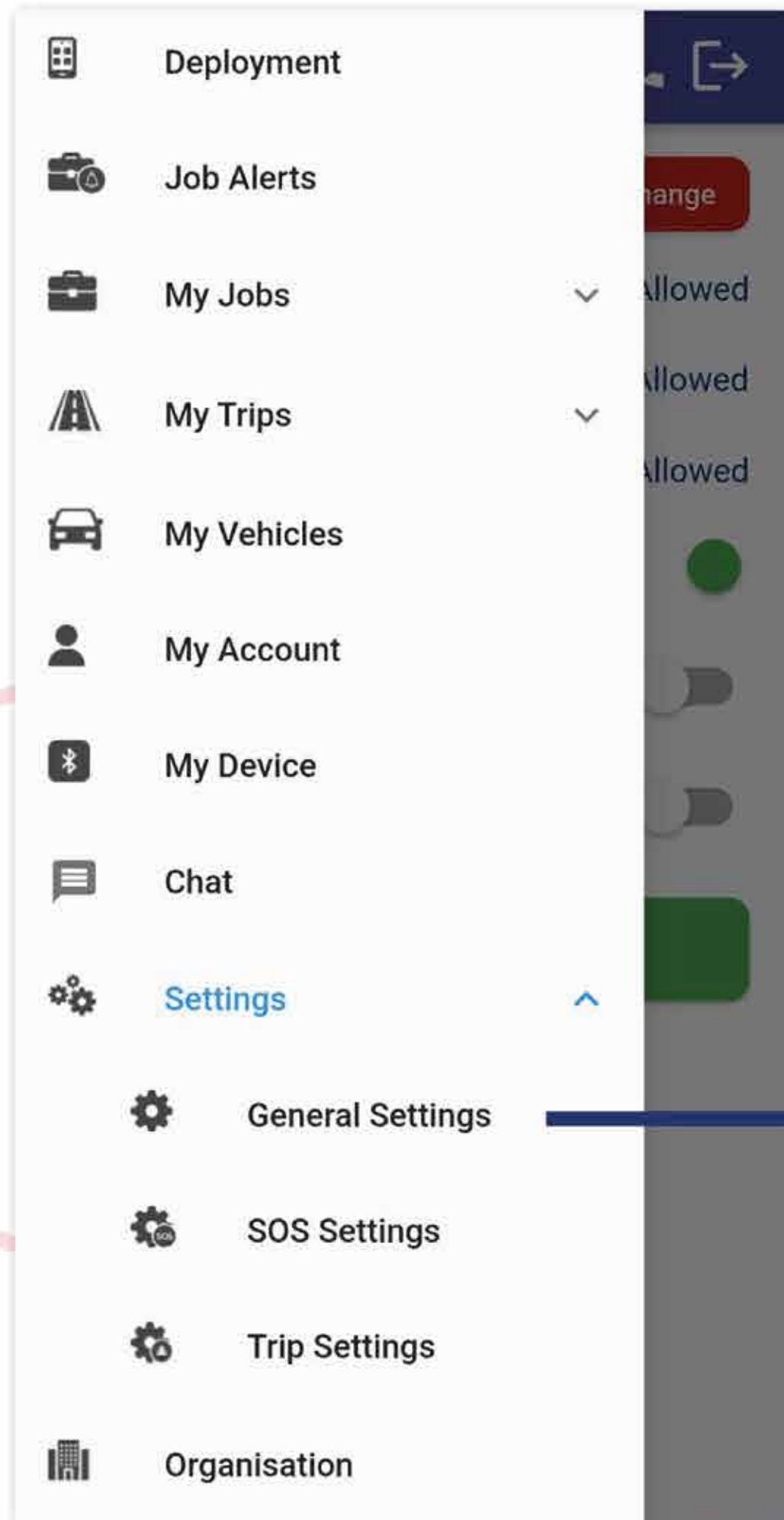
Enter New PIN

Confirm New PIN

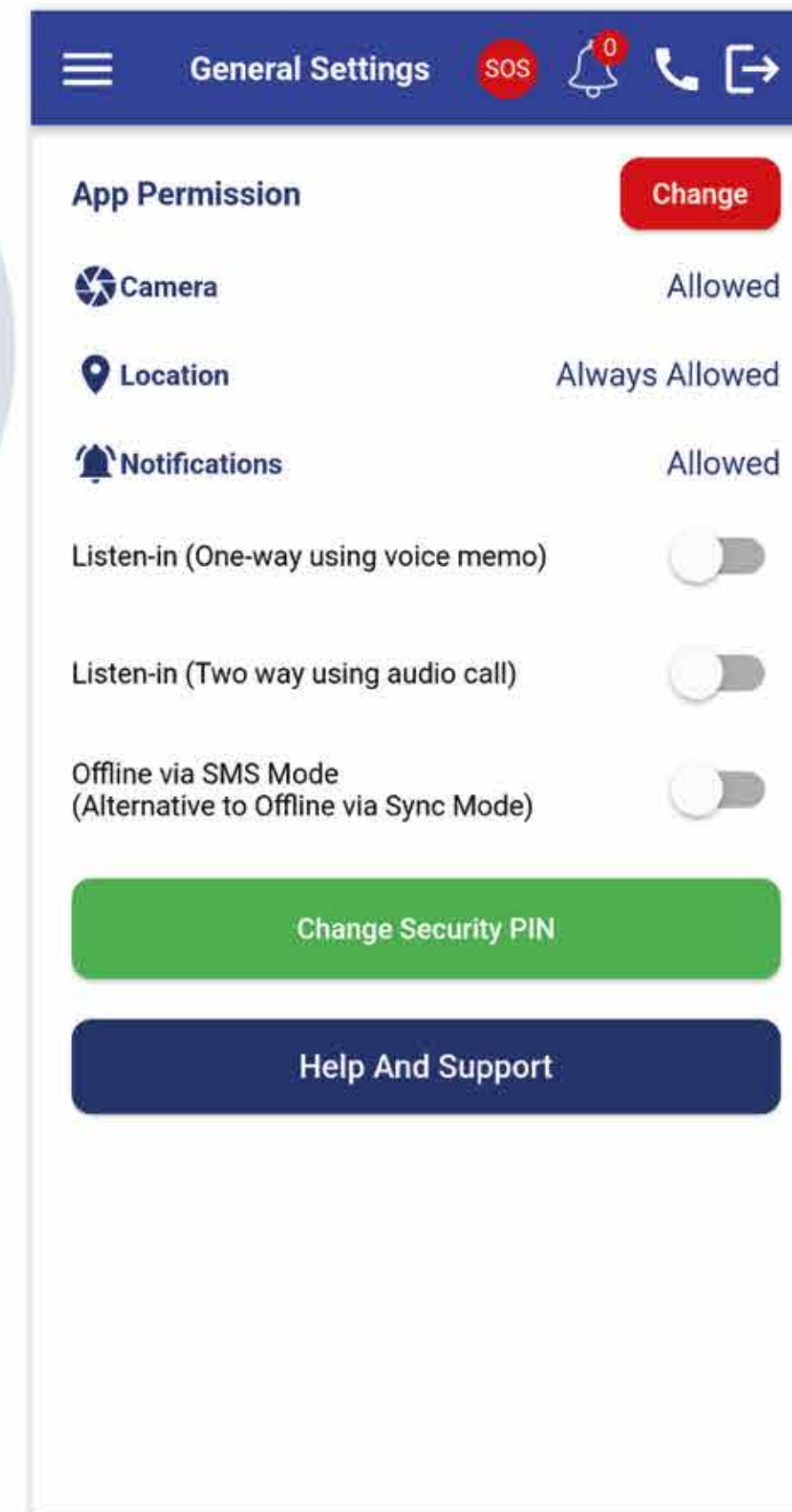
Save



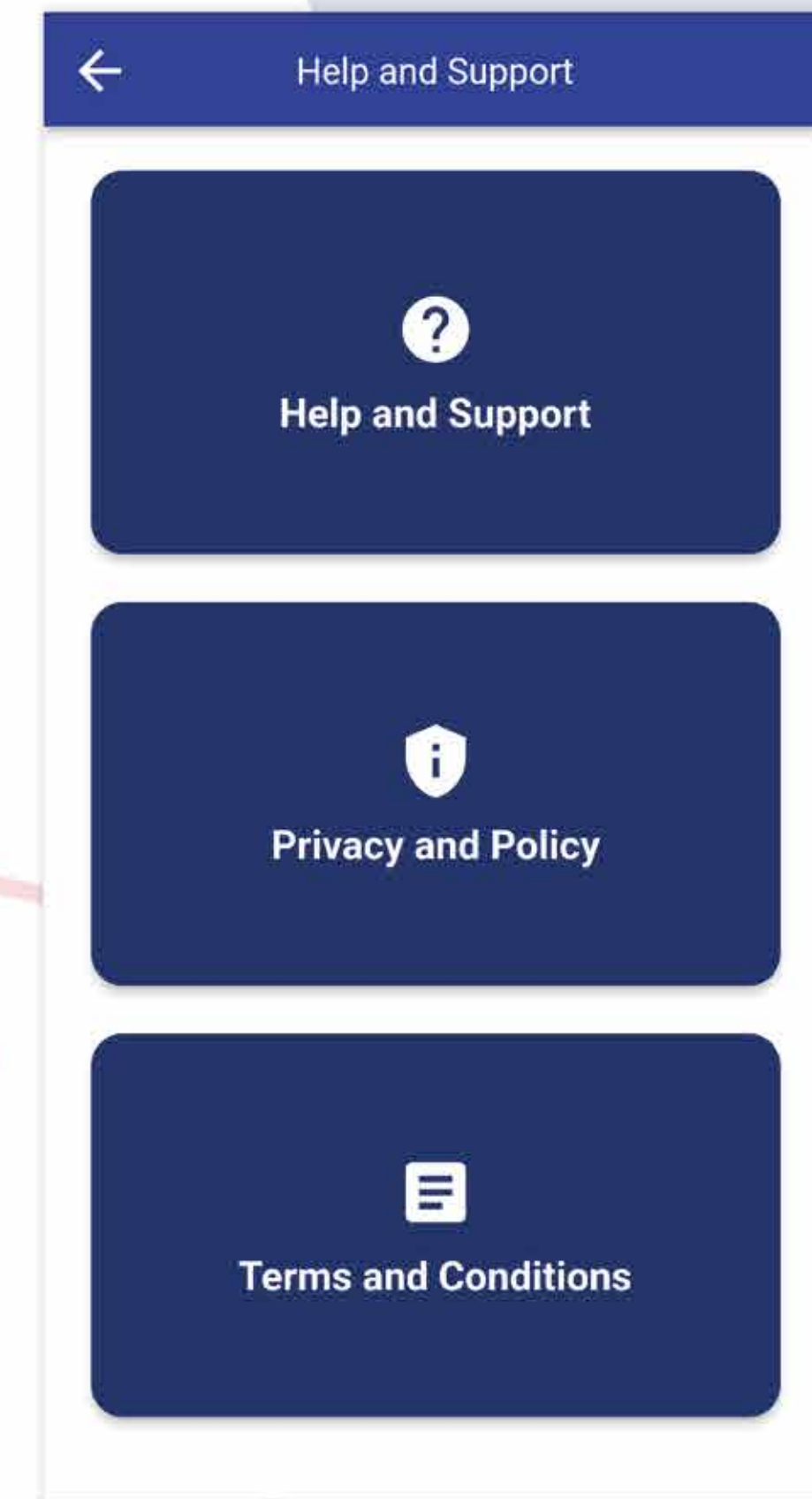
General Settings



A vertical settings menu with a dark blue header and a light grey background. The menu items are: Deployment, Job Alerts, My Jobs, My Trips, My Vehicles, My Account, My Device, Chat, Settings (highlighted in blue), General Settings, SOS Settings, Trip Settings, and Organisation. A blue line connects the 'General Settings' item to the next screen.



The 'General Settings' screen with a dark blue header. The title 'General Settings' is on the left, and 'SOS', a notification bell, a call icon, and a share icon are on the right. The main content area lists 'App Permission' with a 'Change' button. Below are 'Camera' (Allowed), 'Location' (Always Allowed), and 'Notifications' (Allowed). There are three 'Listen-in' options with toggle switches: 'Listen-in (One-way using voice memo)', 'Listen-in (Two way using audio call)', and 'Offline via SMS Mode (Alternative to Offline via Sync Mode)'. At the bottom are two buttons: 'Change Security PIN' (green) and 'Help And Support' (dark blue). A blue line connects the 'Help And Support' button to the next screen.

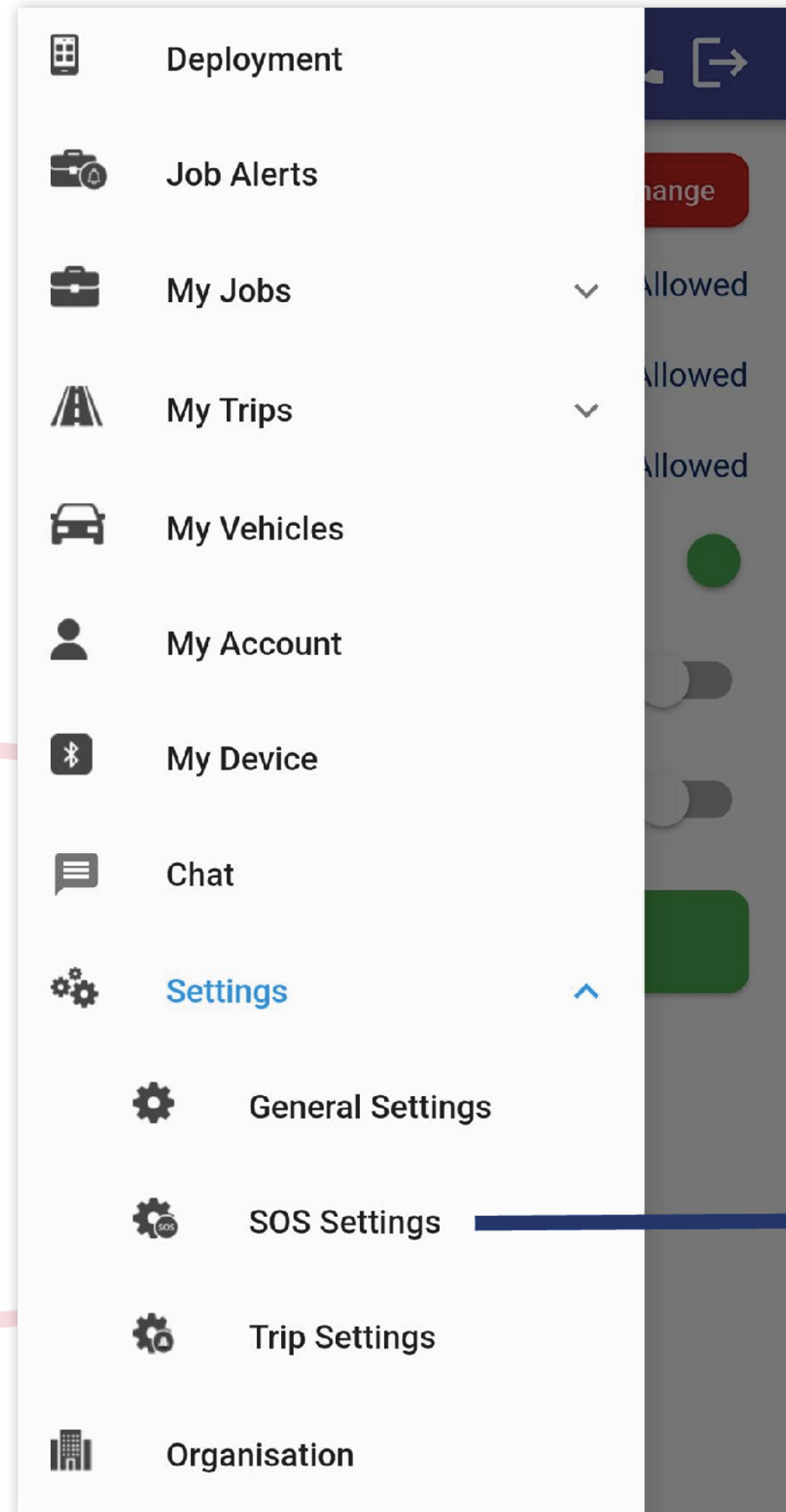


The 'Help and Support' screen with a dark blue header and a light grey background. The title 'Help and Support' is on the right. The main content area has three dark blue buttons: 'Help and Support' (with a question mark icon), 'Privacy and Policy' (with a shield icon), and 'Terms and Conditions' (with a document icon). A blue line connects the 'Help And Support' button from the previous screen to this one.

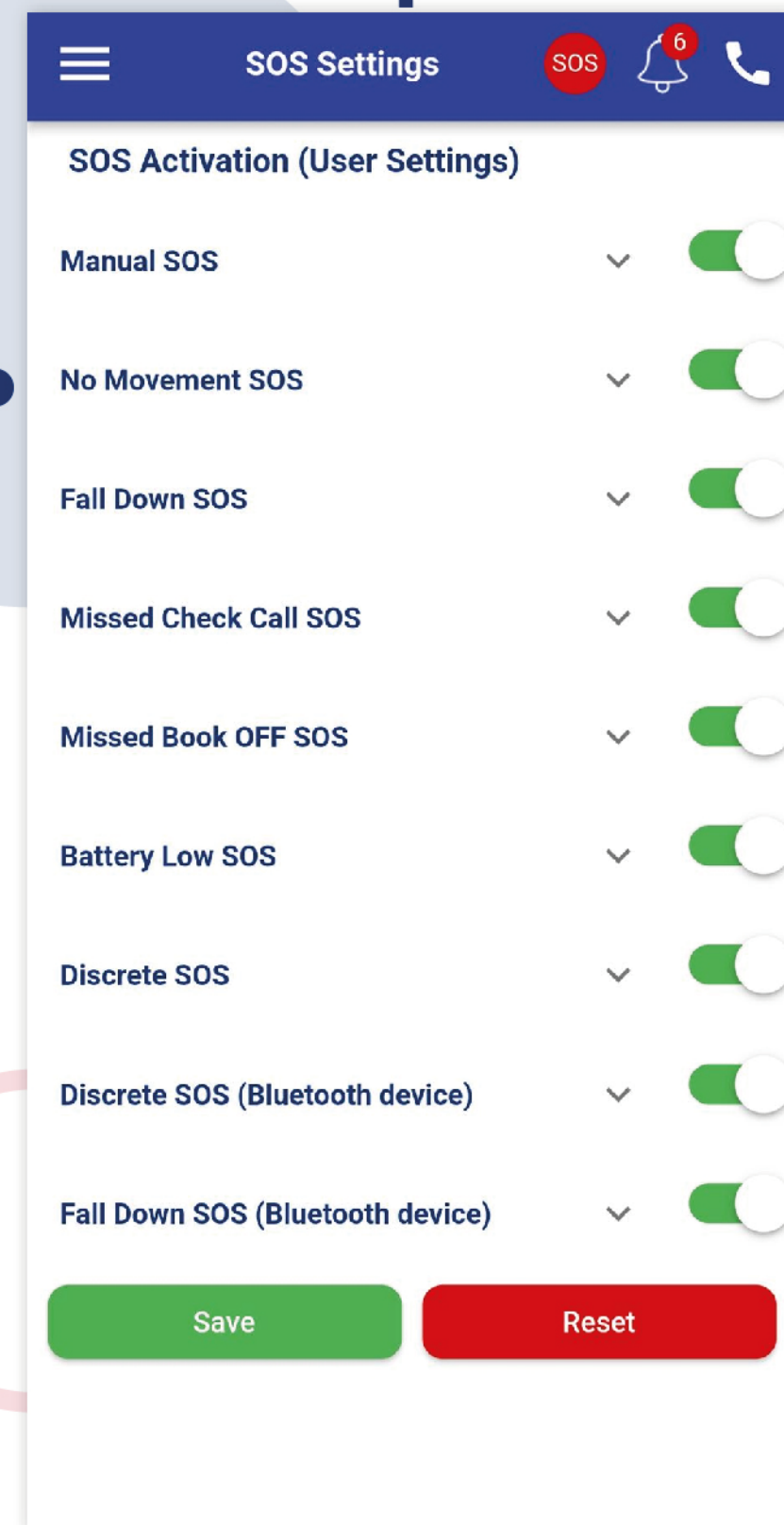


SOS SETTINGS

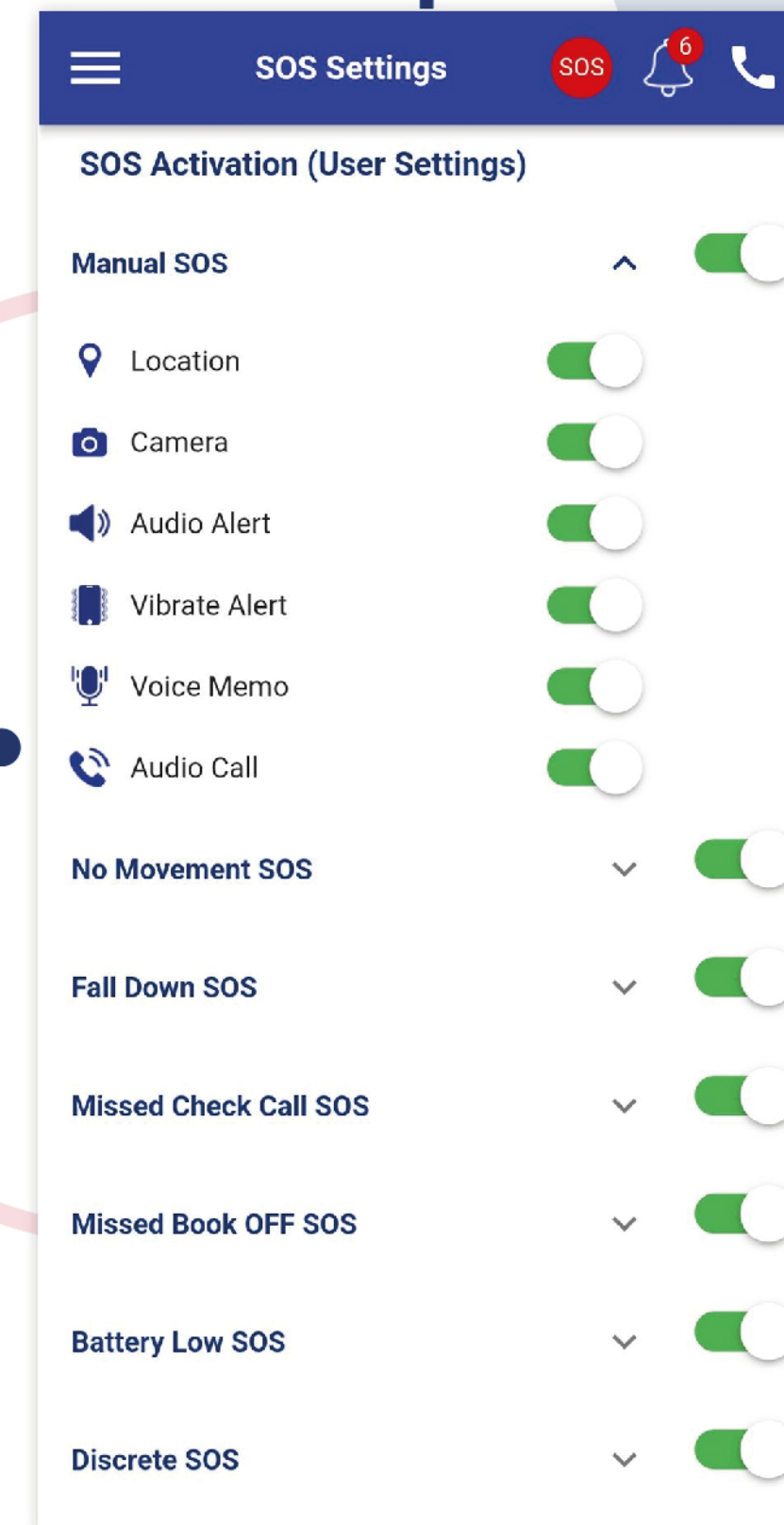
User can set SOS settings as needed based on user circumstances



User can Enable or disable each type of SOS



User can enable or disable sub settings of each type of SOS



REPORT PICTURE

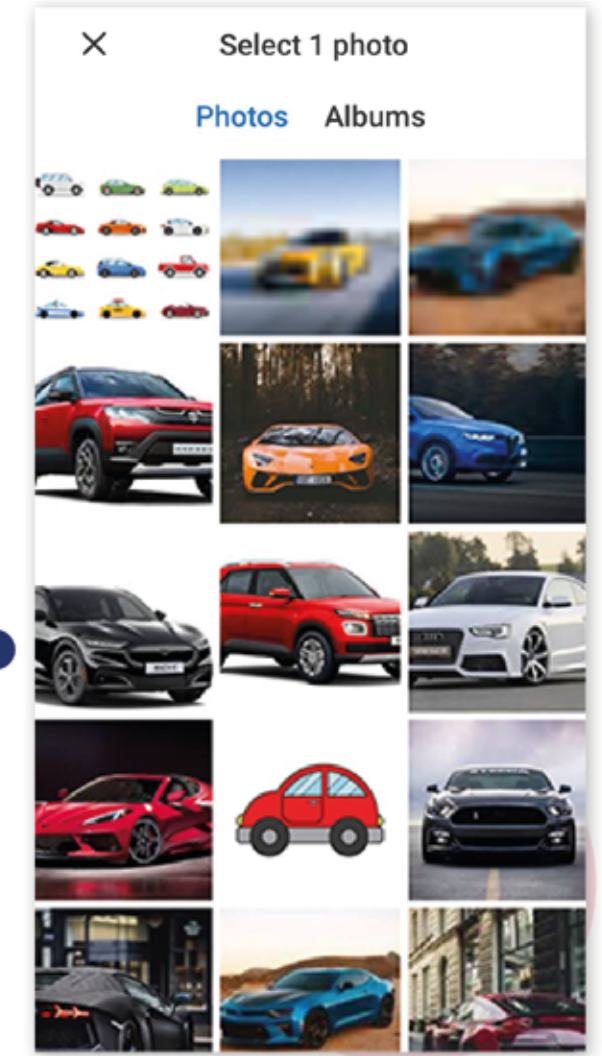
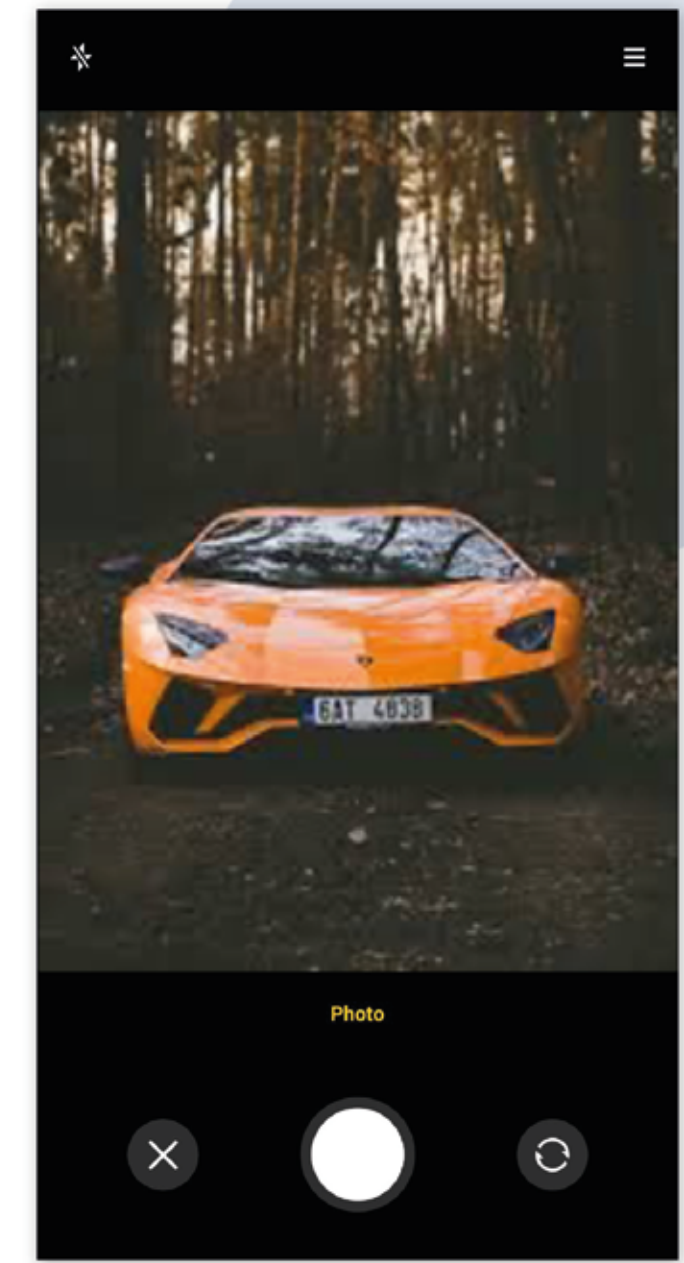
User can report picture(s) by capturing using the camera or selecting from the gallery

Deployment

Client: Novus Altair
Site: 363 North Circular Road Barking IG11 7SD
Address: 363 North Circular Road, , Barking, test, IG11 7SD
Job ID: 2817

Start: Fri, Apr 26, 2024 12:36 PM
End: Fri, Apr 26, 2024 12:41 PM
Total Time: 00:05
Remaining: 0:0:0

Buttons: Activate SOS, Book OFF via NFC, Book OFF, Link A Trip



Select Camera or Gallery

Report Submission

Please fill the following fields to proceed

Attached Report Type = IMAGE

Your Comments

Signature

Buttons: Cancel, Submit

Comments and enter signature

Notification

Deployment

Client: Novus Altair
Site: 363 North Circular Road Barking IG11 7SD
Address: 363 North Circular Road, , Barking, test, IG11 7SD
Job ID: 2817

Start: Fri, Apr 26, 2024 12:36 PM
End: Fri, Apr 26, 2024 12:41 PM
Total Time: 00:05
Remaining: 0:0:0

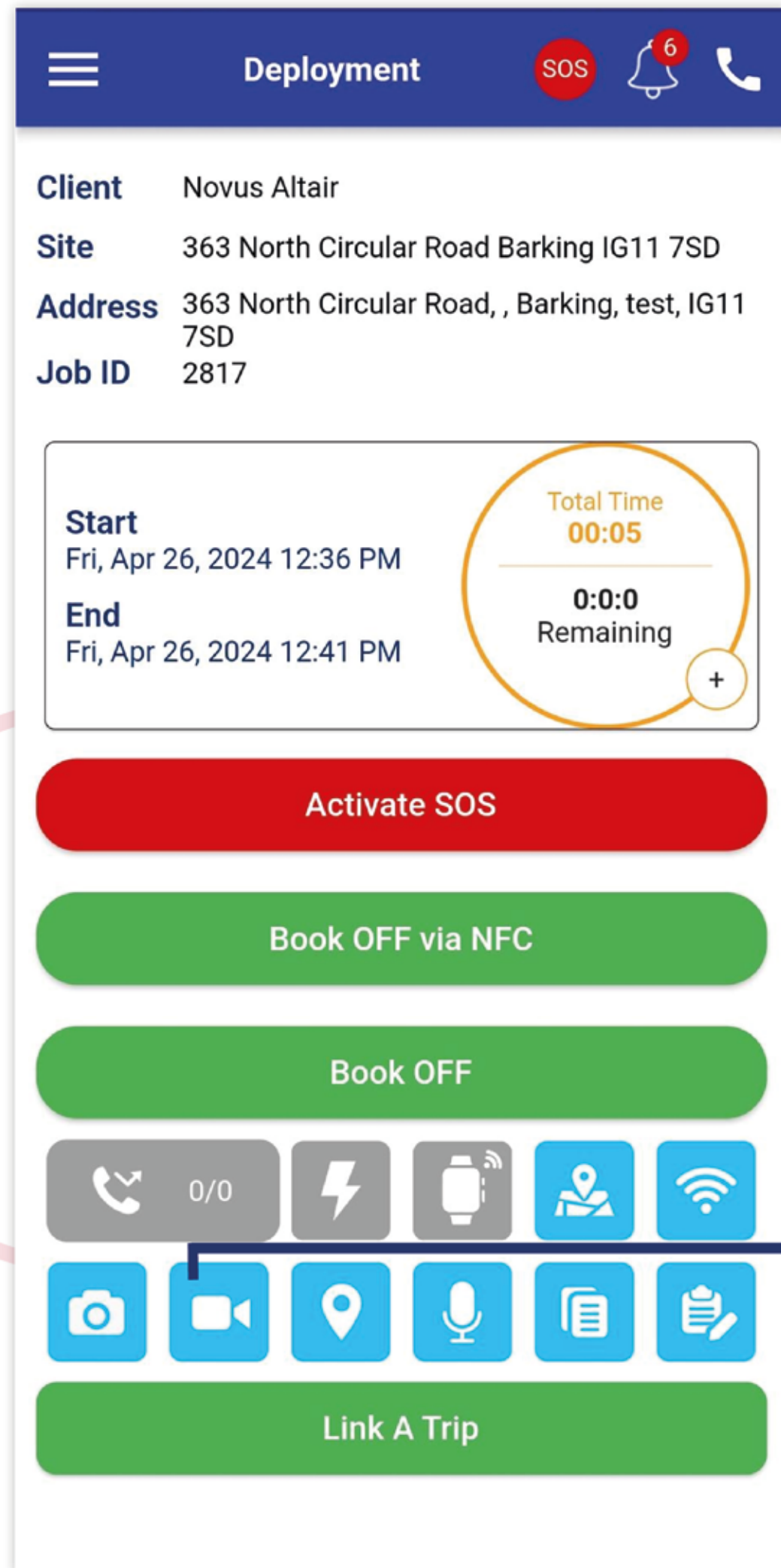
Buttons: Activate SOS, Book OFF via NFC, Book OFF, Link A Trip

Image(s) uploaded successfully

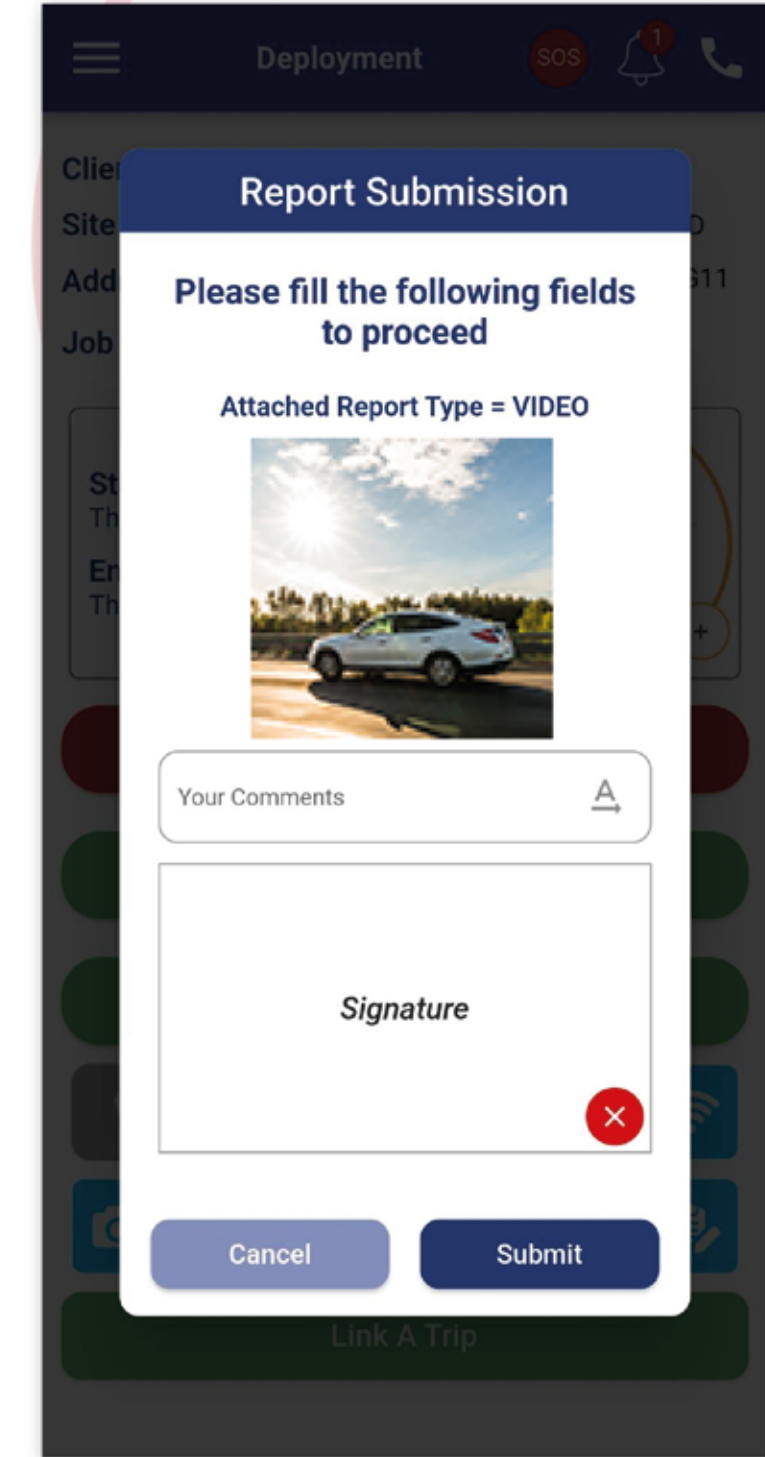
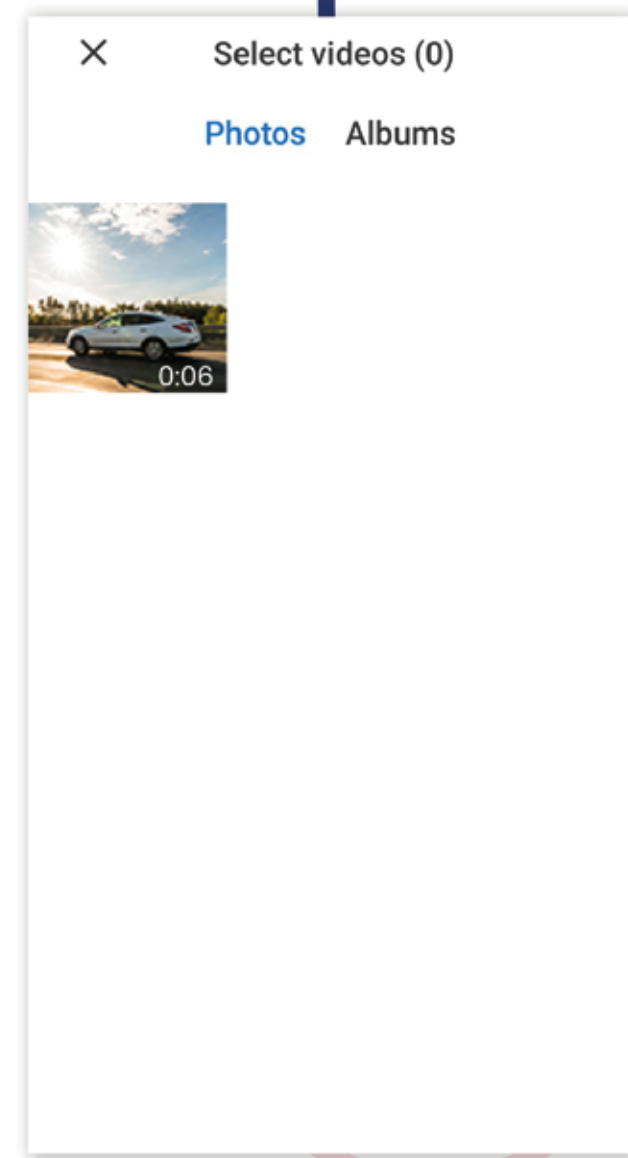


REPORT VIDEO

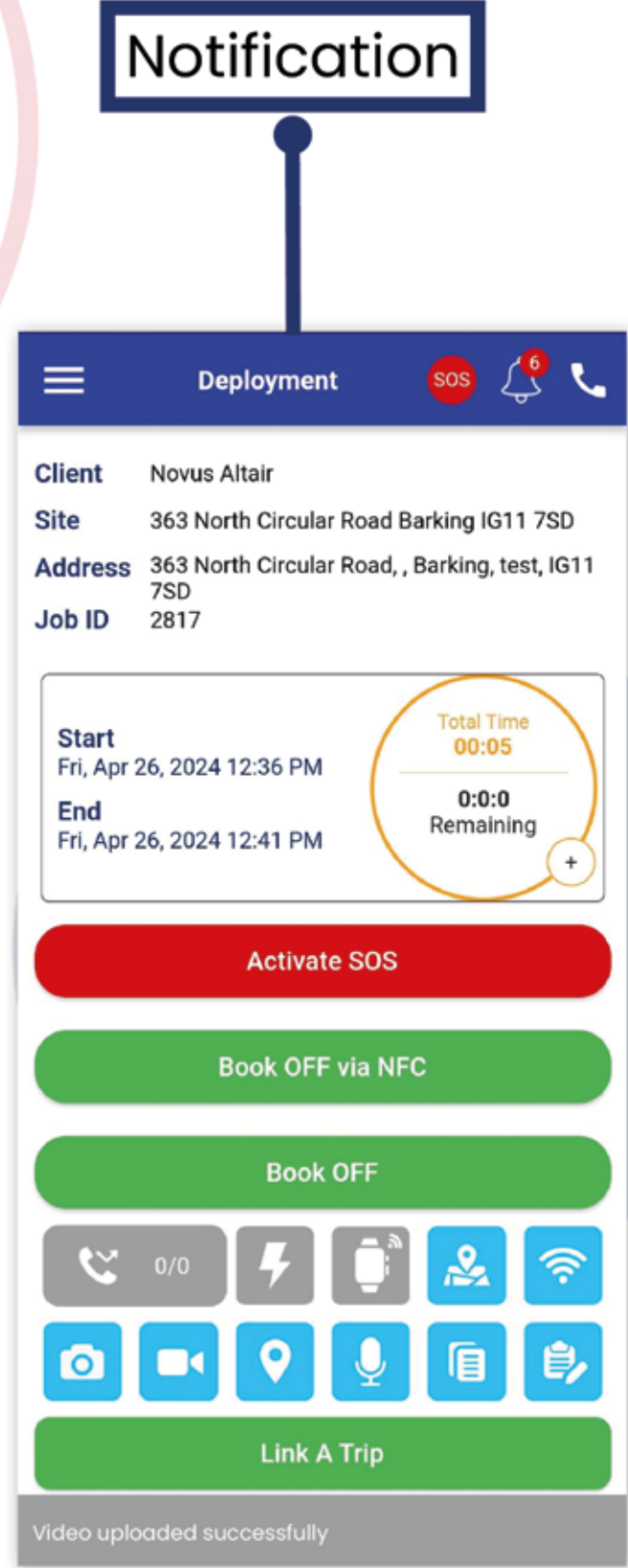
User can report video(s) by capturing using the camera or selecting from the gallery



Select Camera or Gallery

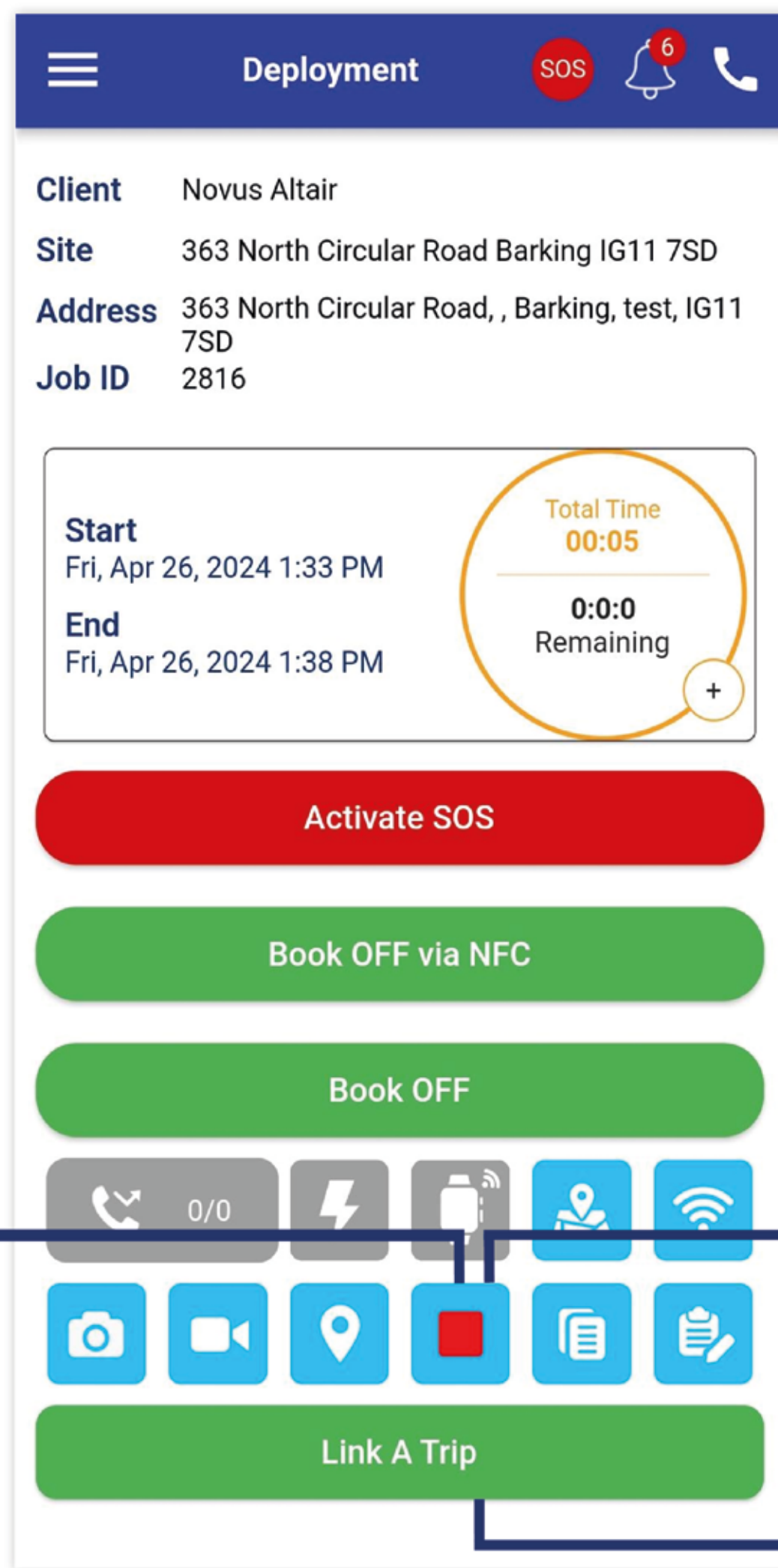
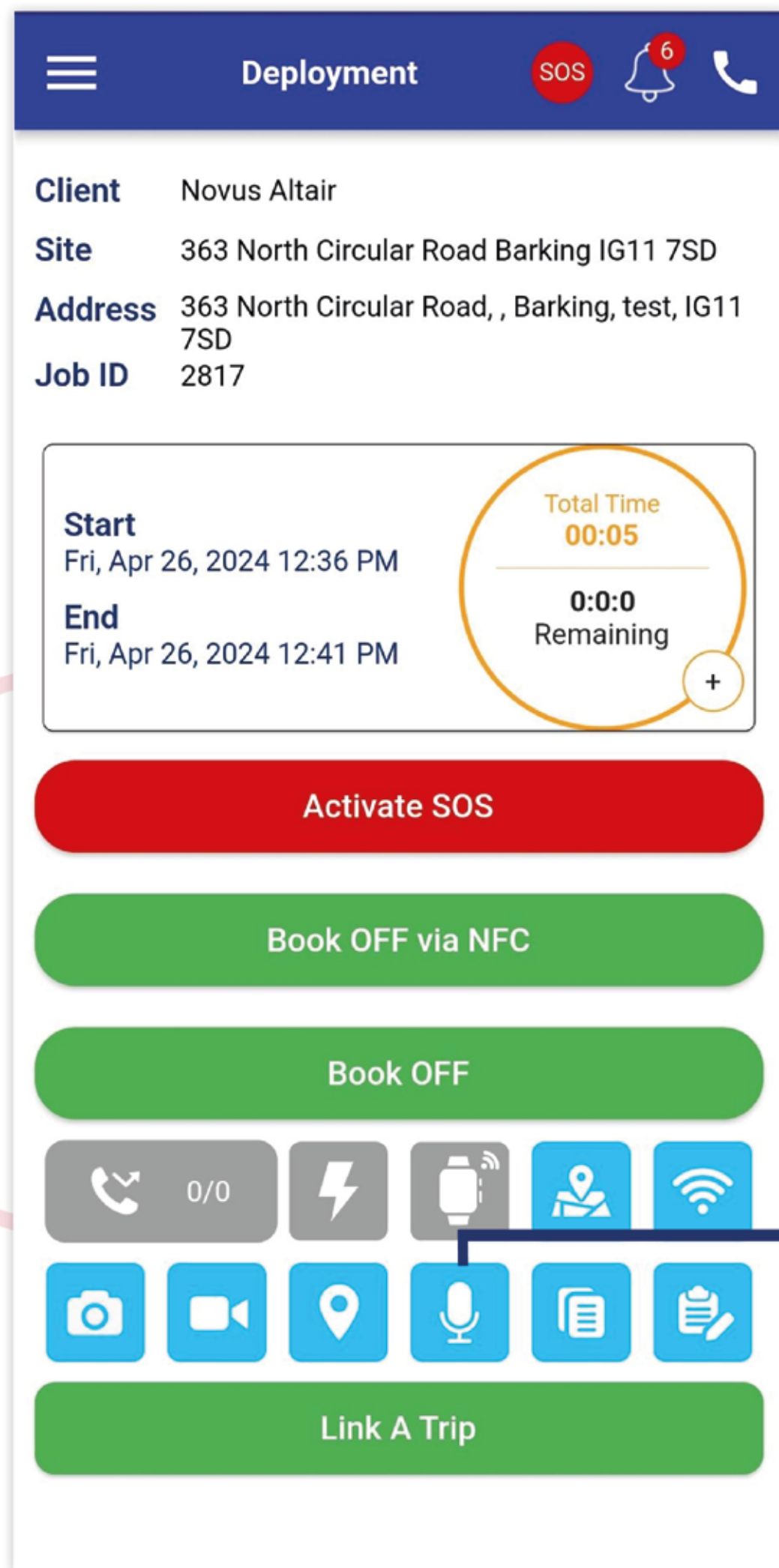


comments and enter signature



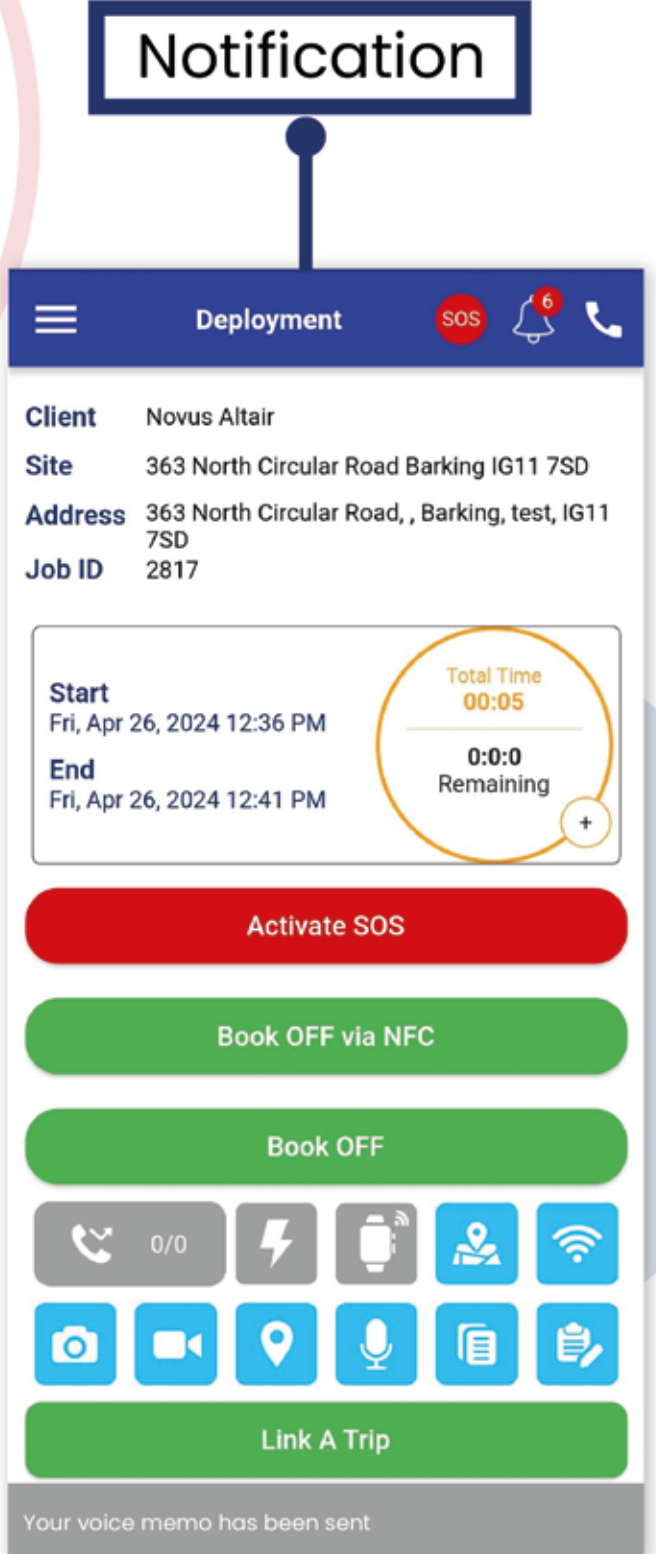
REPORT VOICE MEMO

User can report voice memo to the control room



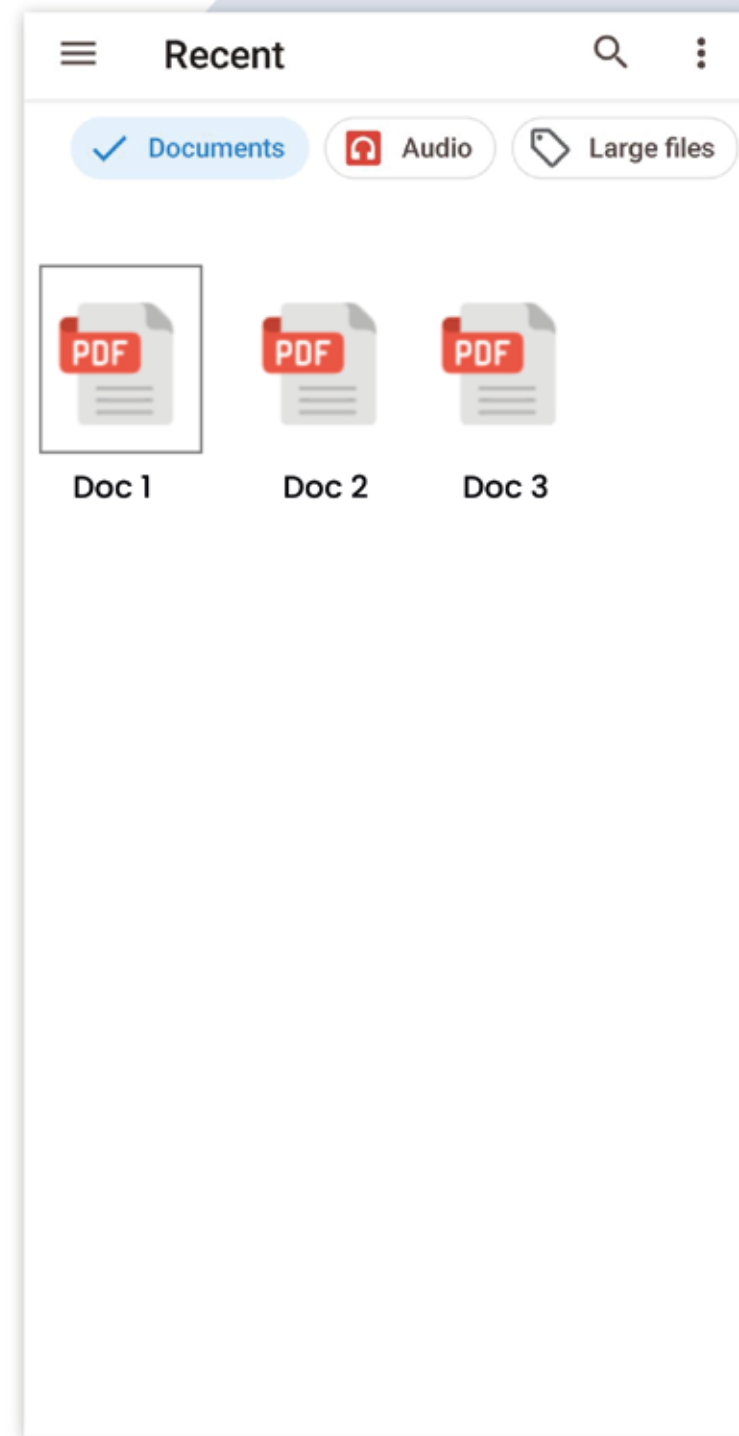
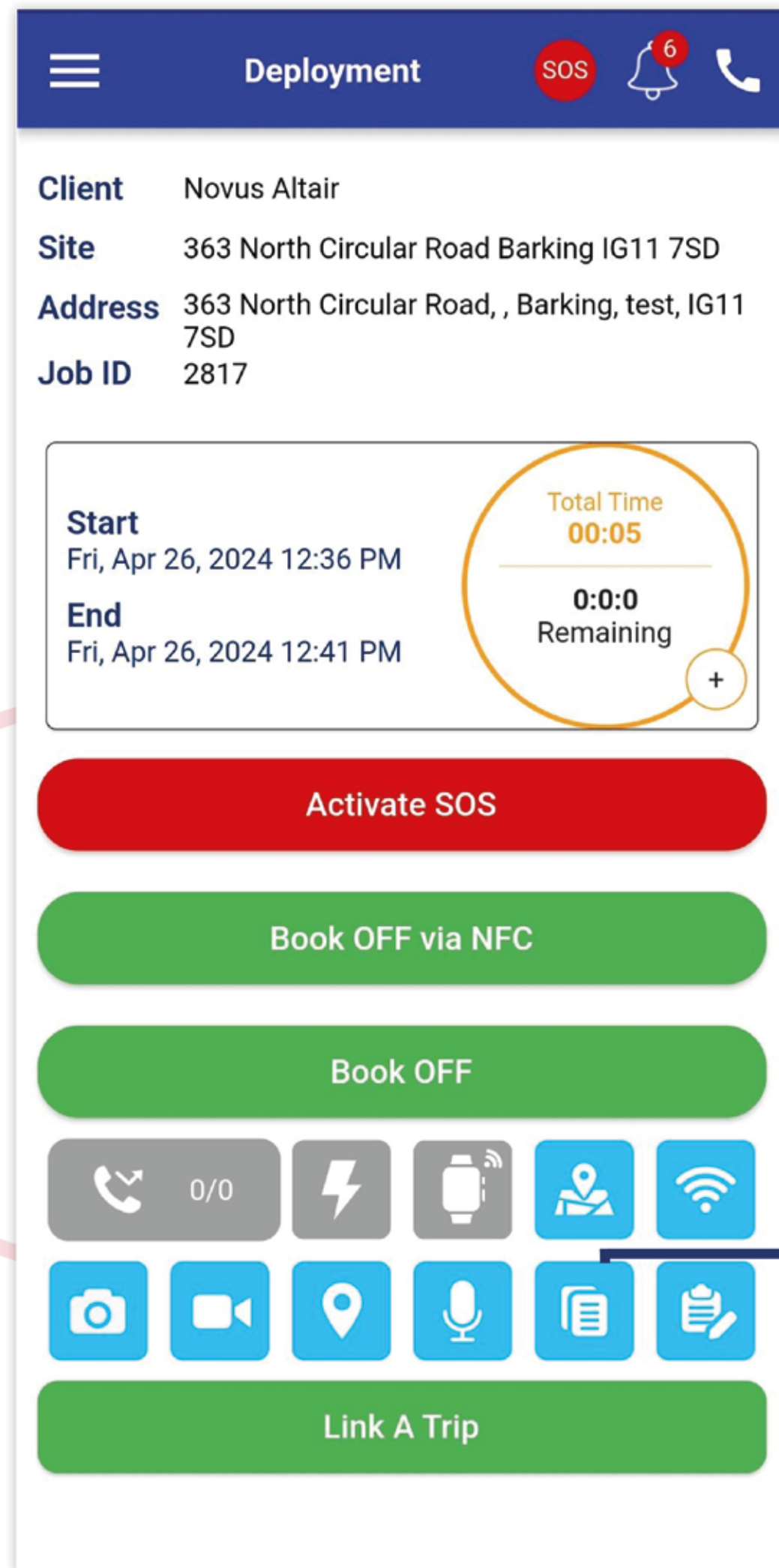
Tap to record voice memo

Tap to stop recording. Once stopped, voice memo will be sent to control room

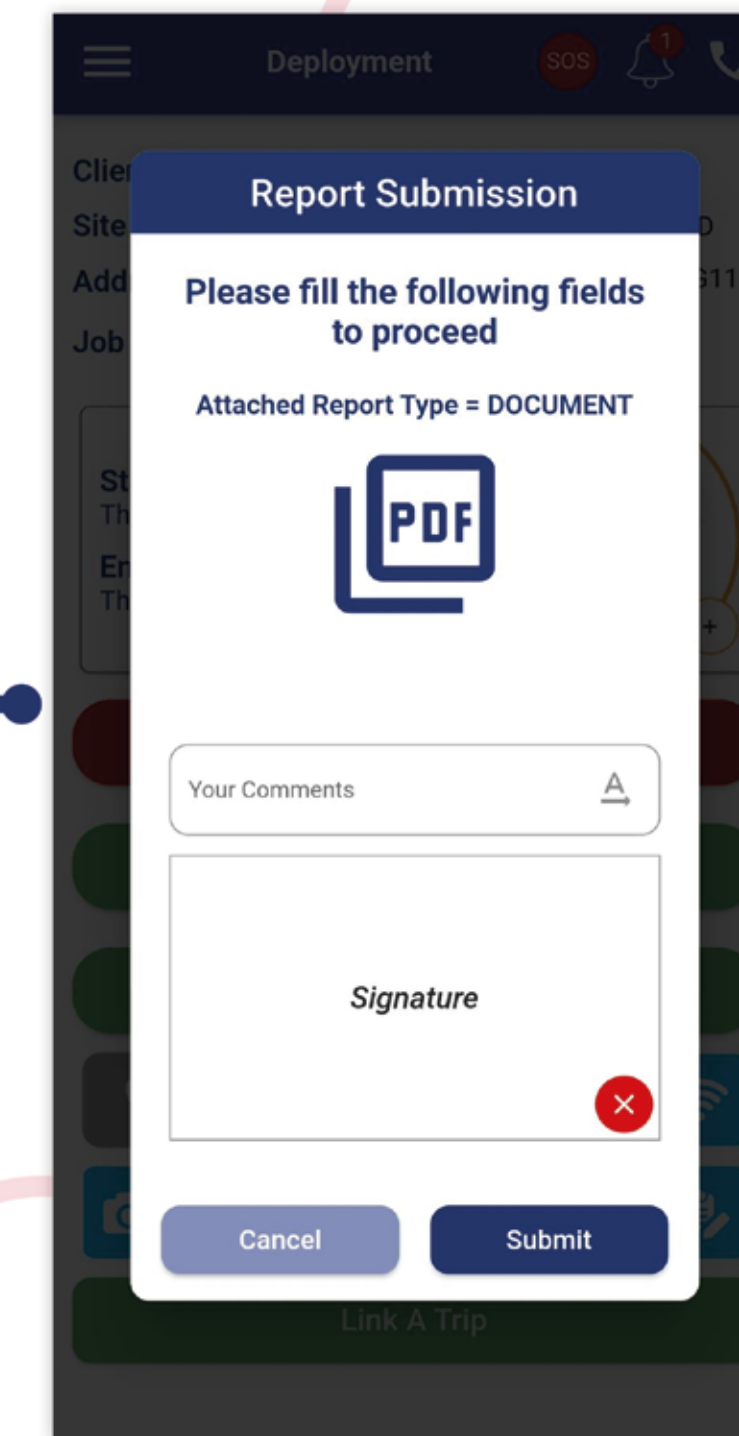


REPORT DOCUMENT

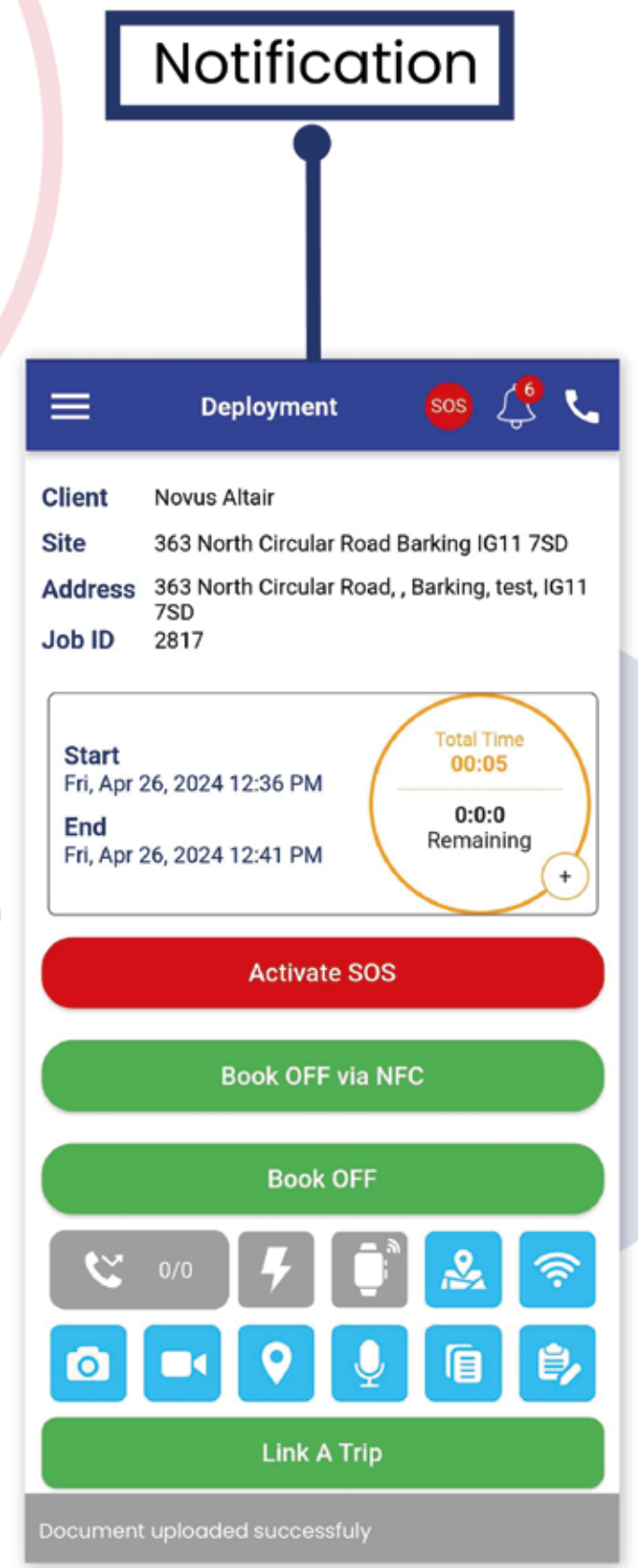
User can report document to the control room



Tap Documents

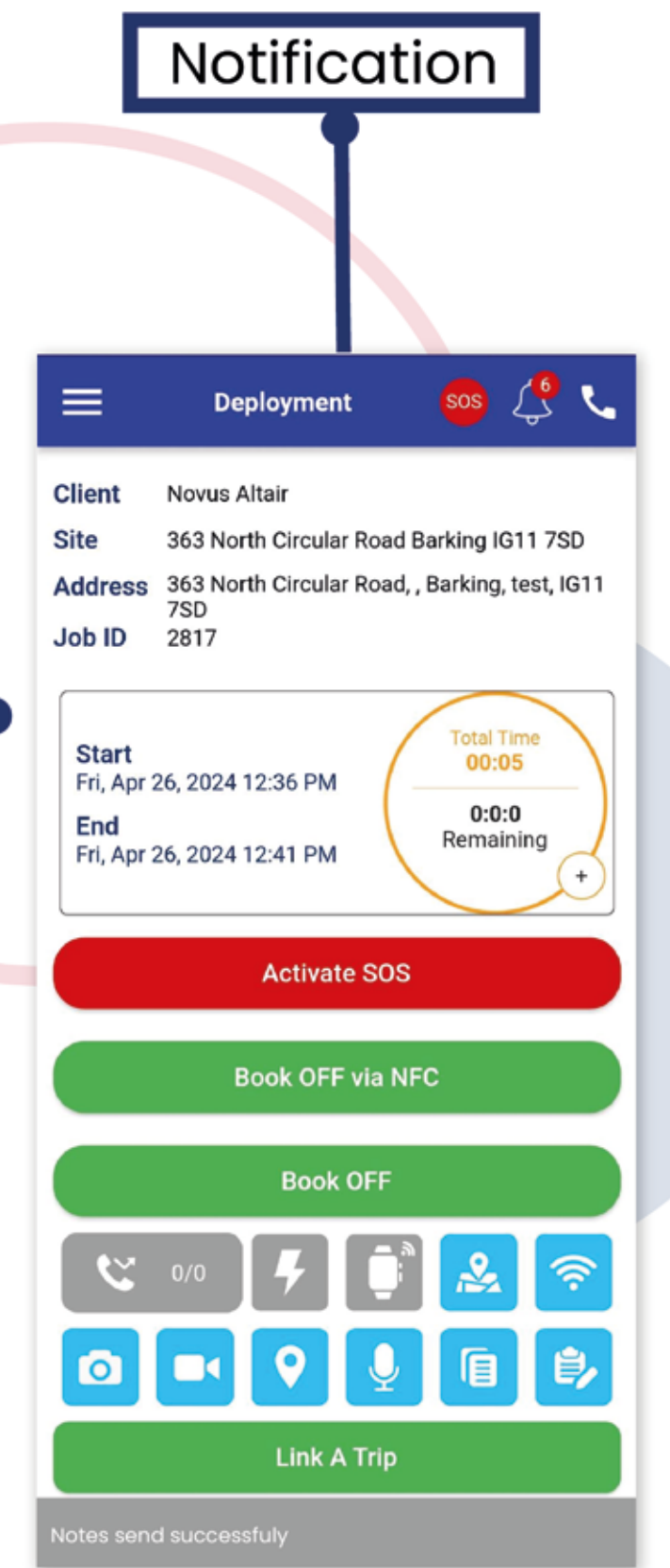
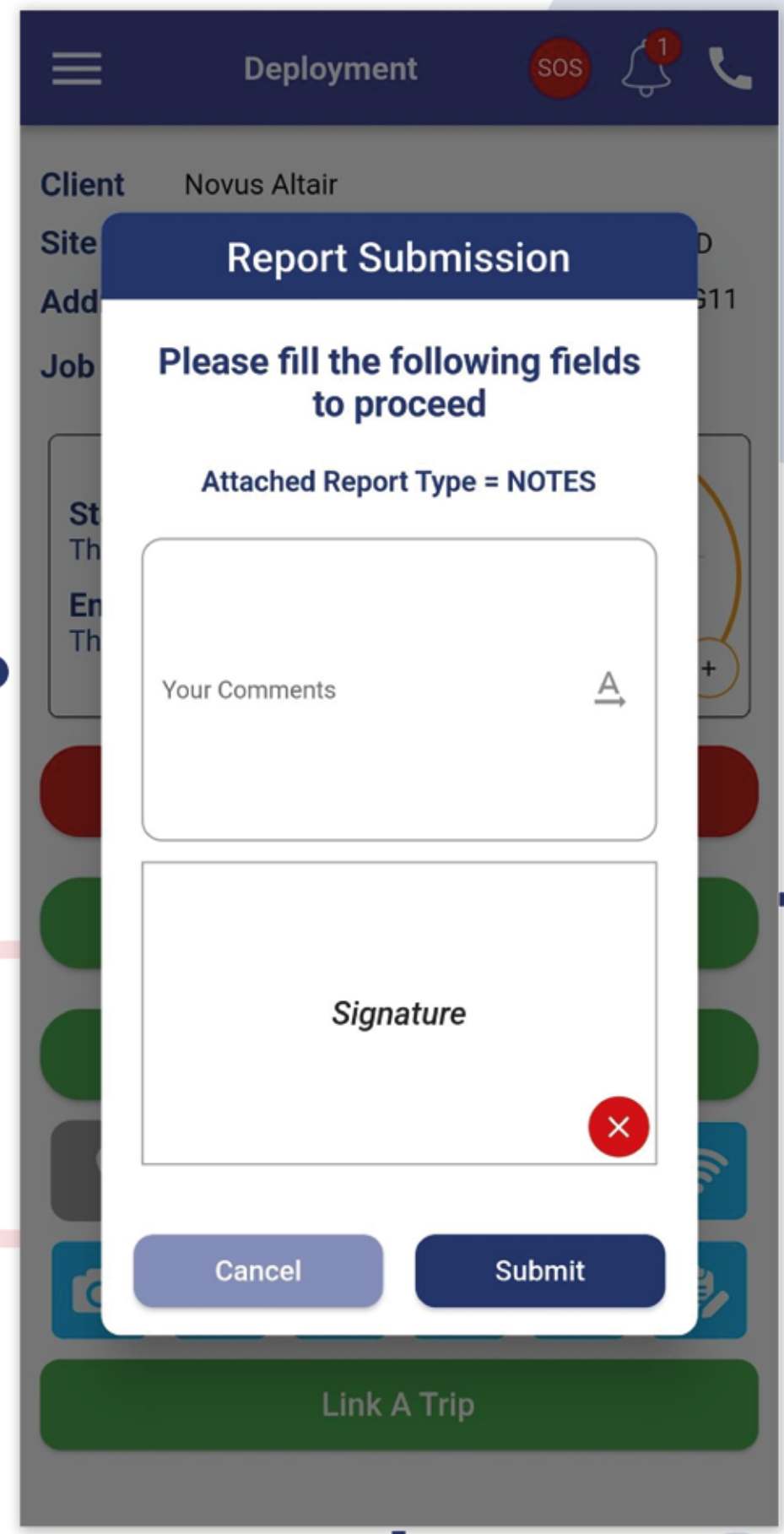
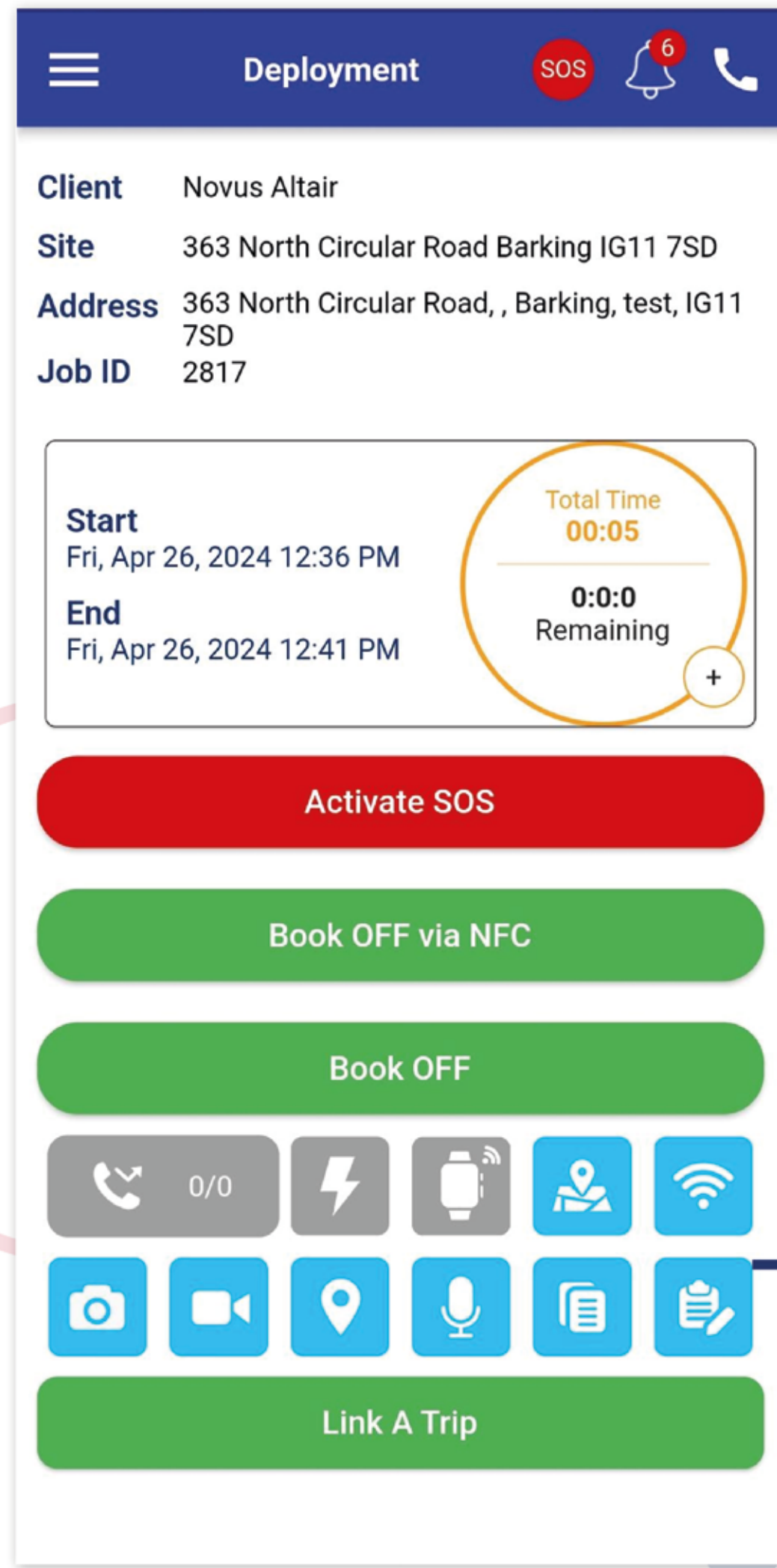


Comments and enter signature



REPORT NOTES

User can report notes to the control room



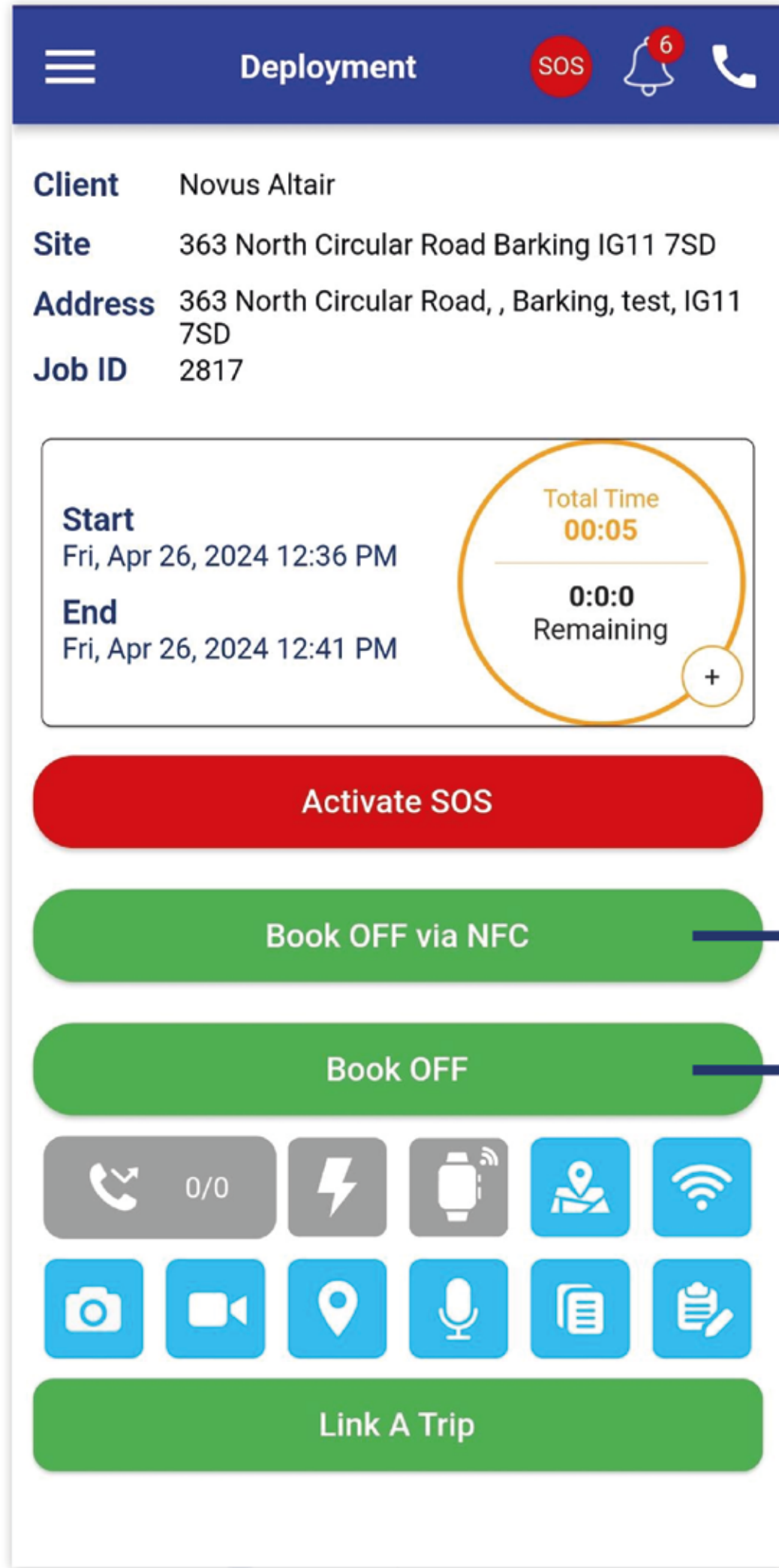
Your Comments

Comments and enter signature

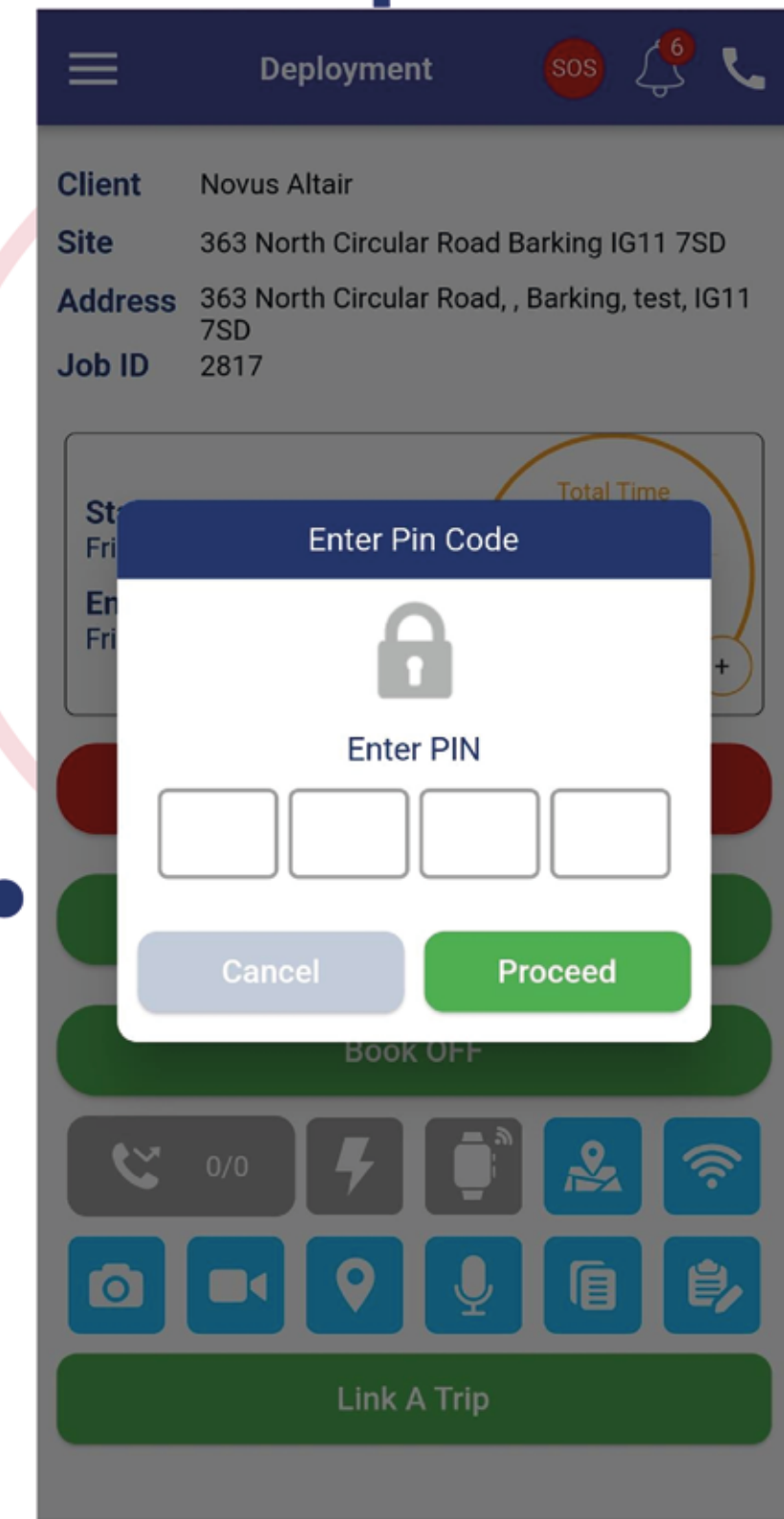


JOB BOOK OFF

User can Book OFF when becomes available

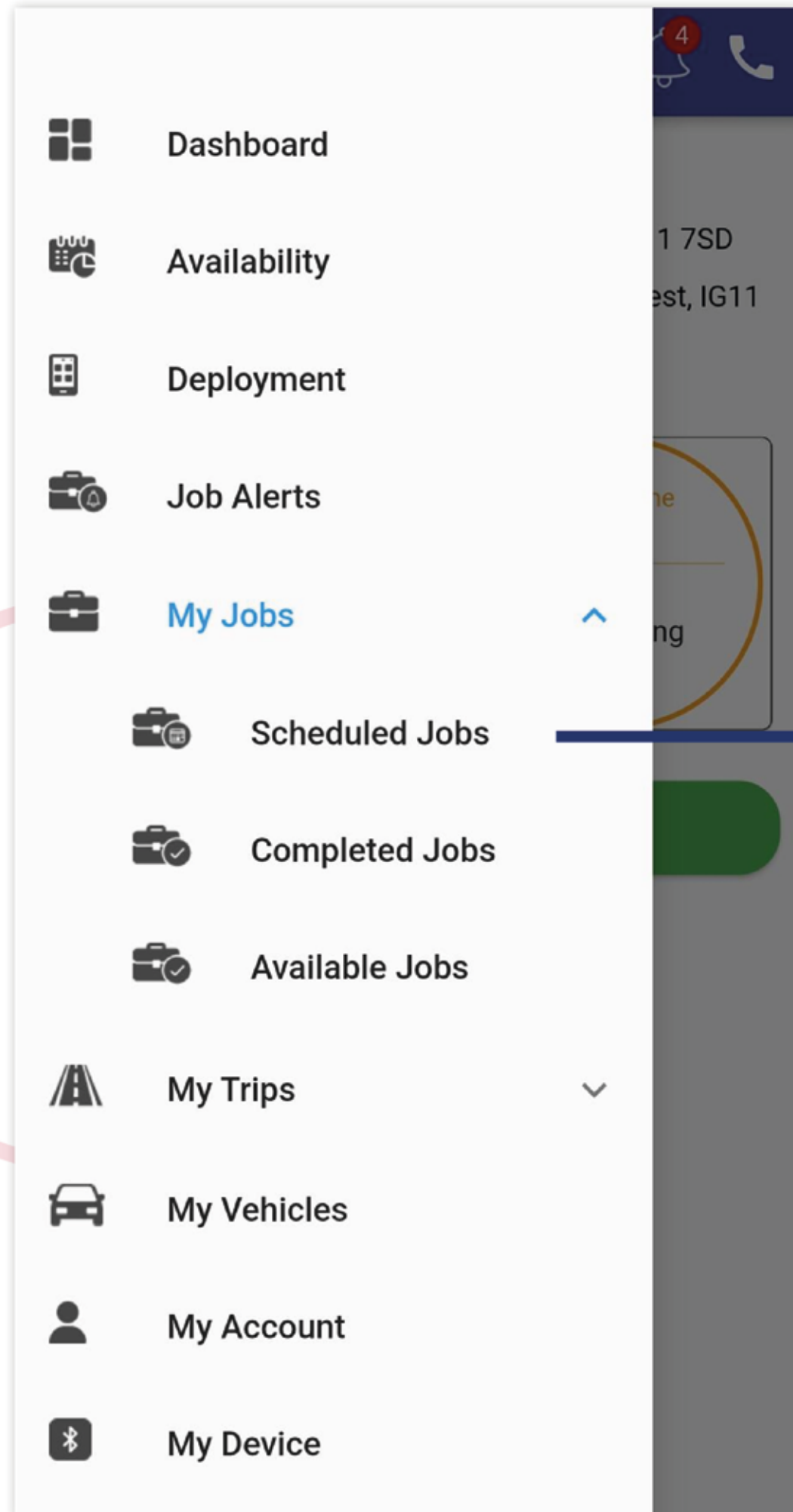


Enter SAFE PIN to Book OFF

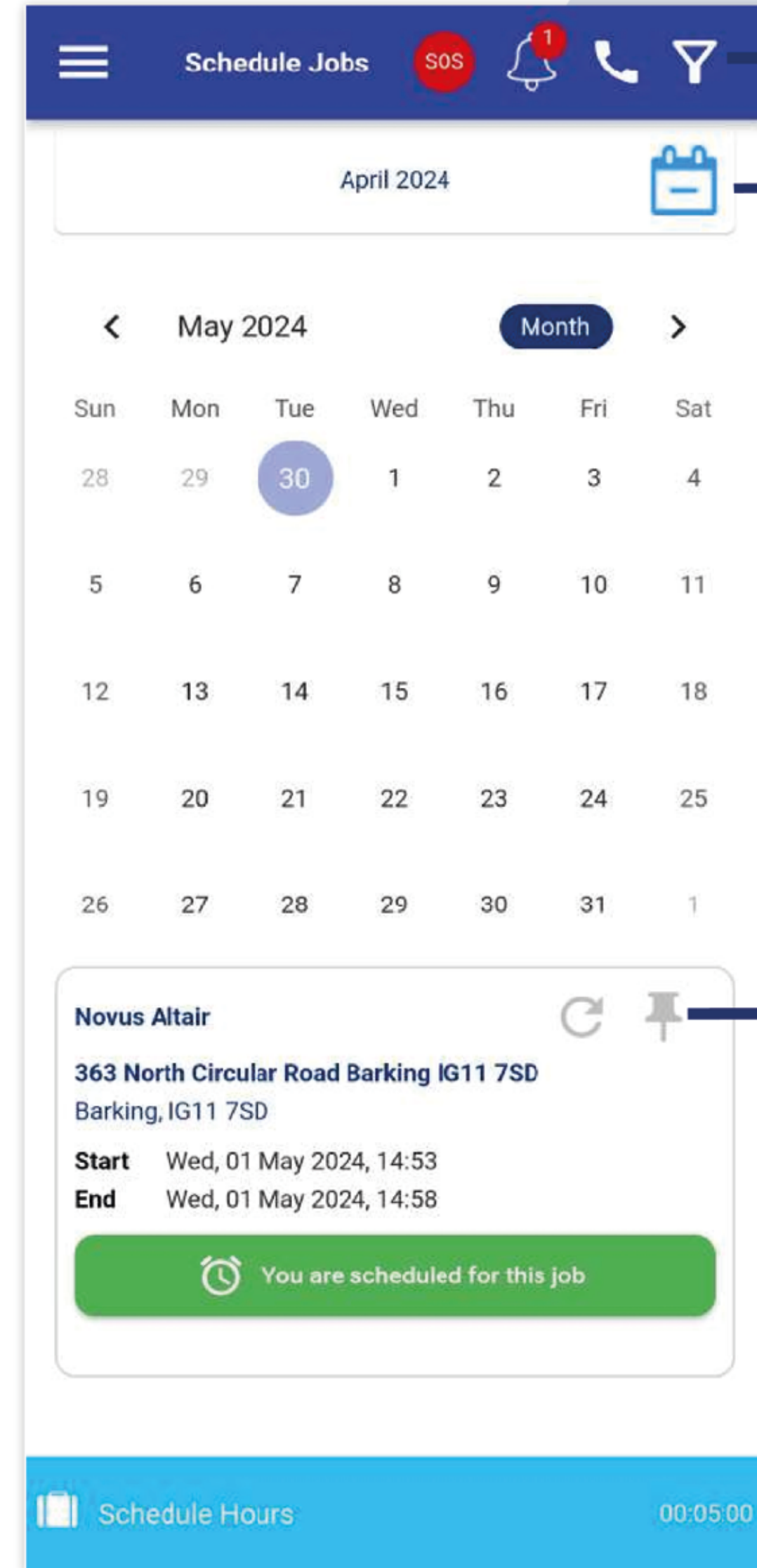


SCHEDULED JOBS

My jobs > View your scheduled jobs here if any.



- Dashboard
- Availability
- Deployment
- Job Alerts
- My Jobs**
- Scheduled Jobs
- Completed Jobs
- Available Jobs
- My Trips
- My Vehicles
- My Account
- My Device



Schedule Jobs SOS

April 2024


May 2024 Month

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

Novus Altair

363 North Circular Road Barking IG11 7SD
Barking, IG11 7SD

Start Wed, 01 May 2024, 14:53
End Wed, 01 May 2024, 14:58

 You are scheduled for this job

Schedule Hours 00:05:00

Apply filters as needed

Your scheduled jobs



COMPLETED JOBS

My jobs > View your completed jobs here if any.

- Dashboard
- Availability
- Deployment
- Job Alerts
- My Jobs**
 - Scheduled Jobs
 - Completed Jobs**
 - Available Jobs
- My Trips
- My Vehicles
- My Account
- My Device

Completed ... SOS 4

April 2024

< April 2024 Month >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Date	Duration	Amount(£)
26 Apr, 2024	00:05 Hours	£0.00
26 Apr, 2024	00:05 Hours	£0.00

Total 00:10:00 £0.00

Completed ... SOS 4

April 2024

< April 2024 Month >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Date	Duration	Amount(£)
26 Apr, 2024	00:05 Hours	£0.00

Novus Altair
363 North Circular Road Barking IG11 7SD
363 North Circular Road, , Barking
Start Fri, 26 April 2024, 12:36
End Fri, 26 April 2024, 12:41

Total	Duration	Amount
00:10:00	£0.00	

Apply filters as needed

Show duration and wage amount

Your Completed jobs



AVAILABLE JOBS

My jobs > View your record availability for work.

- Dashboard
- Availability
- Deployment
- Job Alerts
- My Jobs**
 - Scheduled Jobs
 - Completed Jobs
 - Available Jobs
- My Trips
- My Vehicles
- My Account
- My Device

Availability

April 2024

Date	Availability
Sat, 27 Apr 2024	Availability not recorded
Sun, 28 Apr 2024	Available, Tentative, Not Available, Holiday
Mon, 29 Apr 2024	Available, Not Available, Tentative, Holiday
Tue, 30 Apr 2024	Availability not recorded

Apply filters as needed

Record Availability

April 2024

Selected Dates: Mon, 29

Any Time:

Select Your Time (24Hour Clock)

18:00 - 24:00

Available Not Avail Tentative Holiday

0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24

Reset All

Mon, 29 Apr 2024	00:00 - 04:00
Mon, 29 Apr 2024	04:00 - 08:00
Mon, 29 Apr 2024	08:00 - 18:00
Mon, 29 Apr 2024	18:00 - 23:59

Enable if the applicable time is anytime

Use the slider to set the applicable time

Select one as appropriate

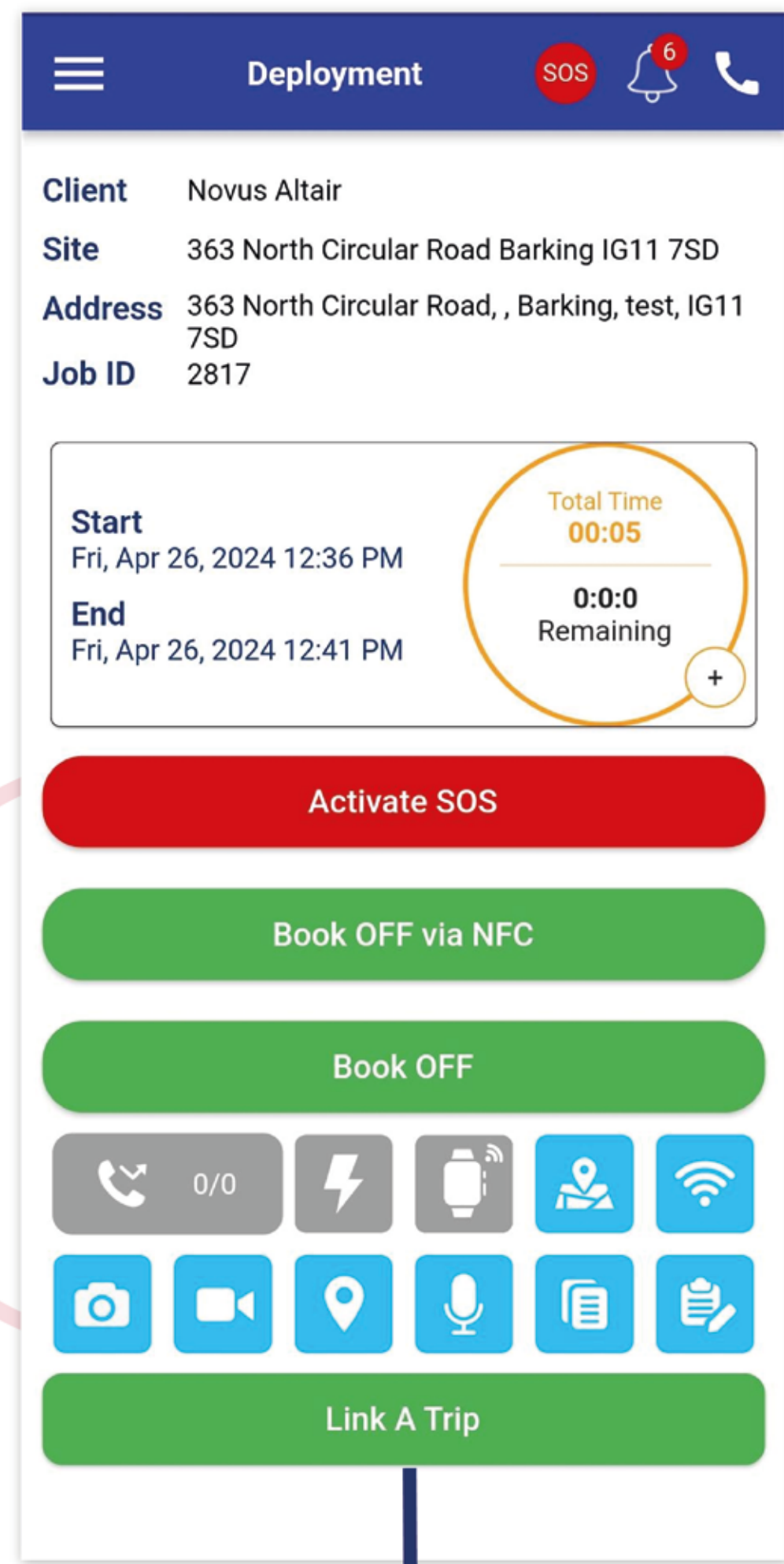
Availability set for times slots selected

Tap + to record availability

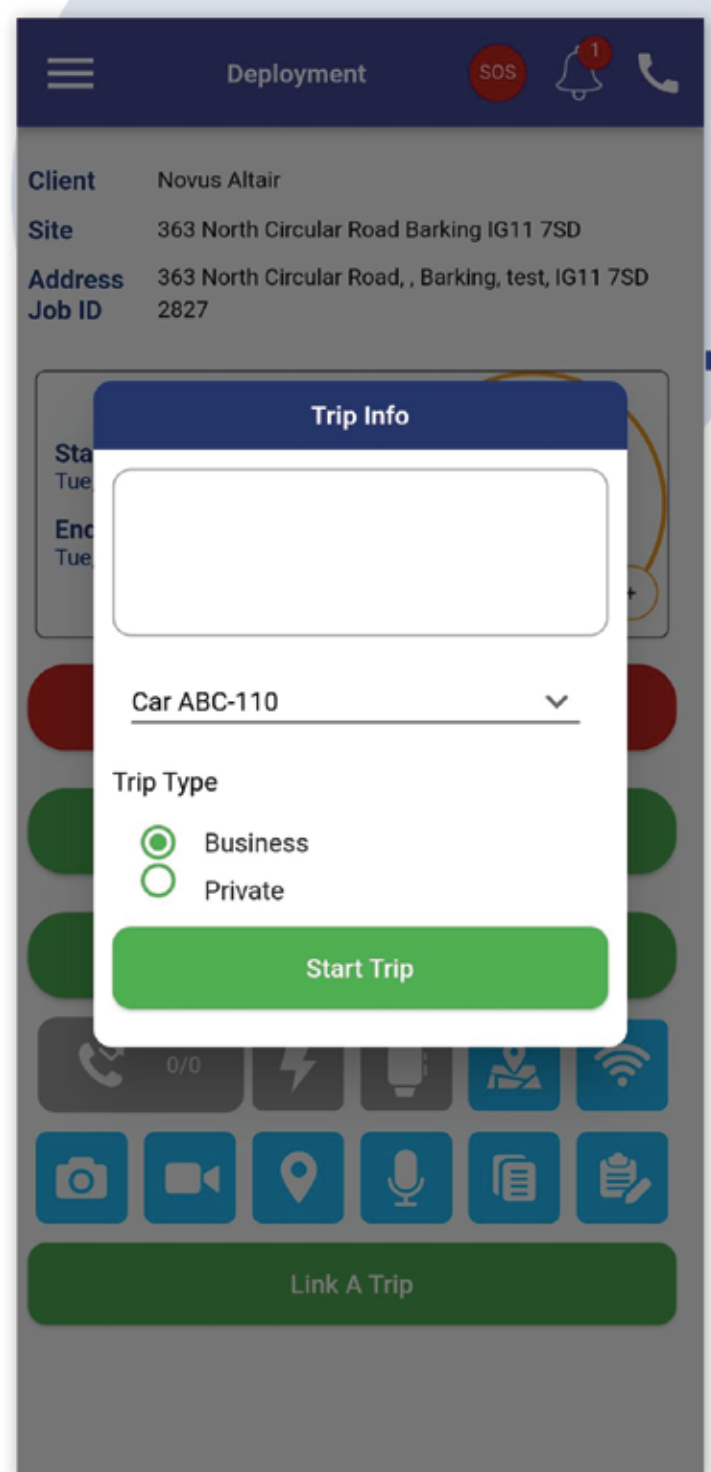
- Available
- Not Available
- Tentative
- Holiday
- Availability not recorded



Link a trip

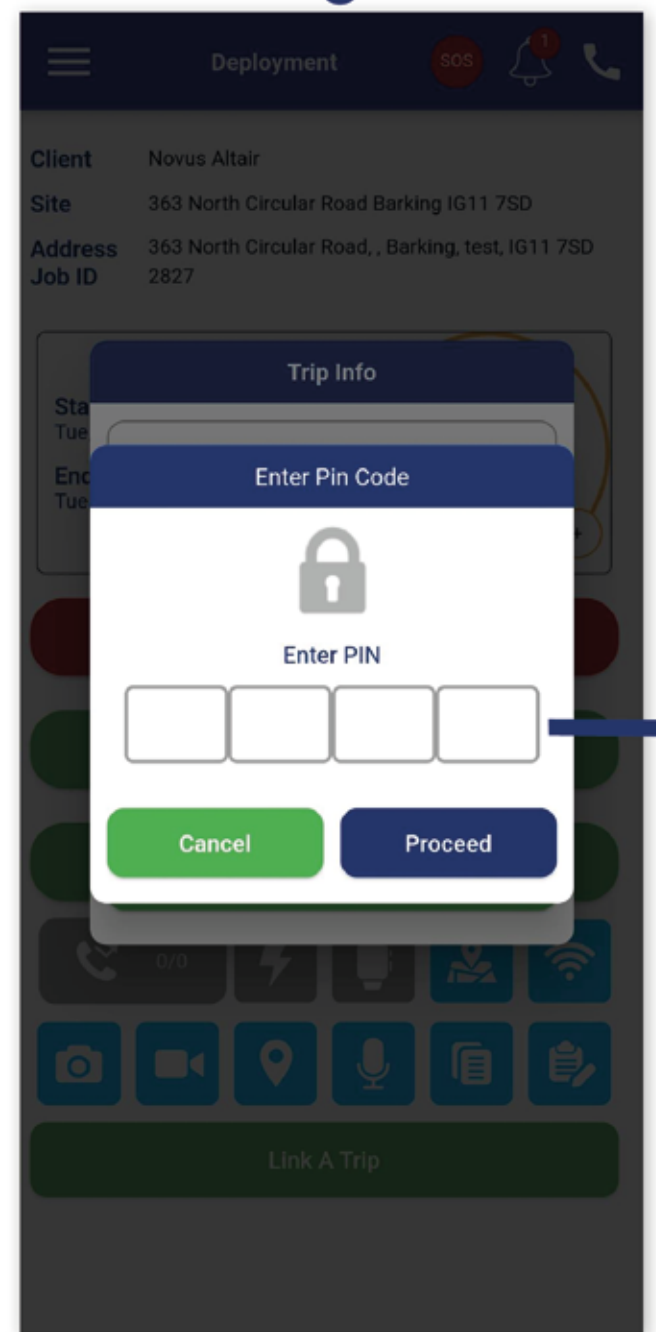


Tap this button

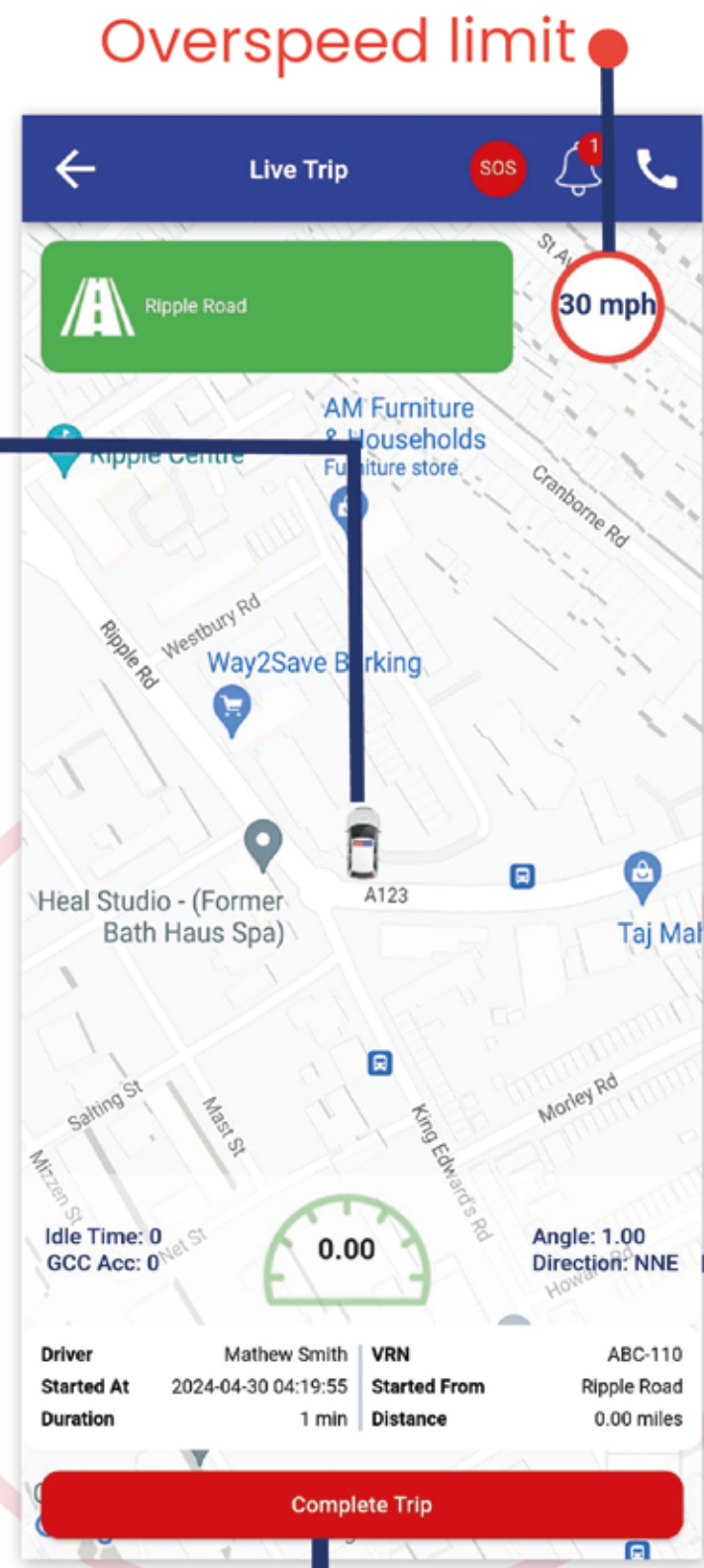


Tap to start trip

Trip Info



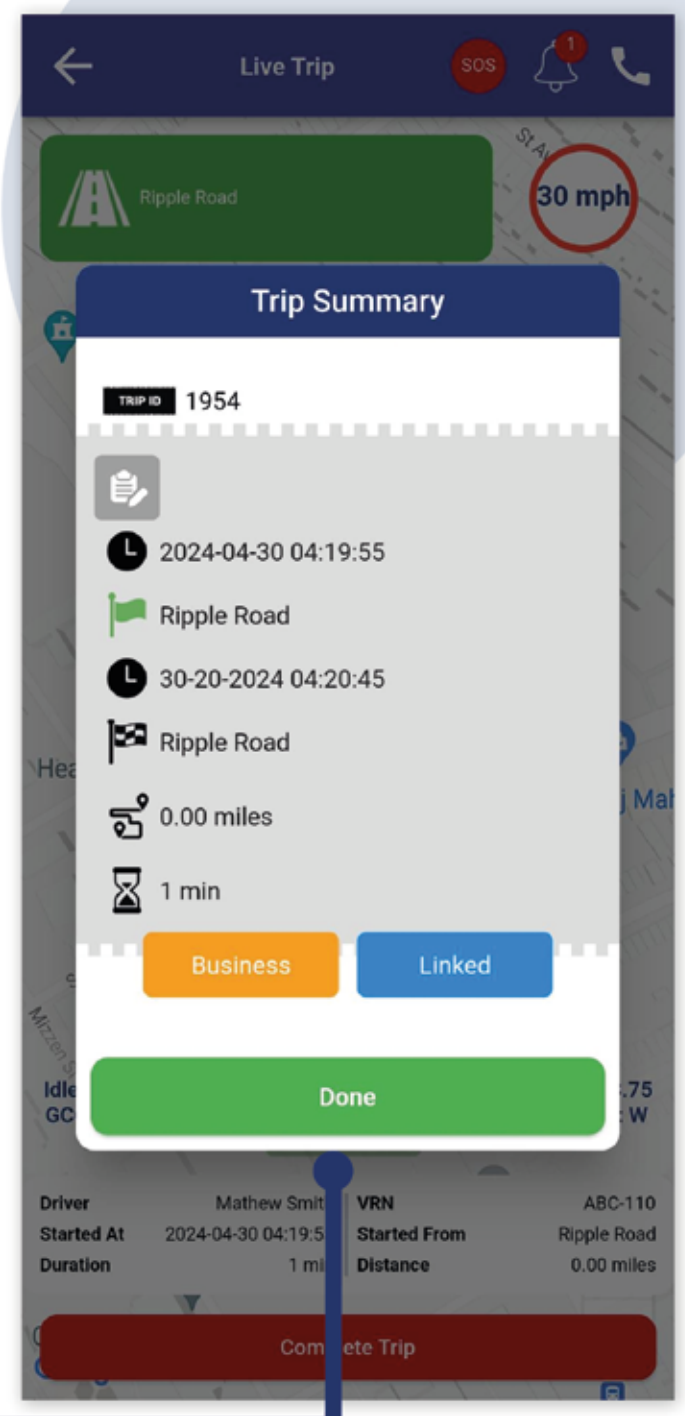
Enter PIN



Complete Trip

Current Location

Overspeed limit



Trip Summary



MY TRIPS

My trips records completed, unlinked and linked

- Dashboard
- Availability
- Deployment
- Job Alerts
- My Jobs
- My Trips**
- Completed Trips
- Linked Trips
- Unlinked Trips
- My Vehicles
- My Account
- My Device
- Chat

Completed Trips

April 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

180a Ri	BUSINESS
180a Ri	LINKED
0.00005899004103243351	06:59:14
W4HP+Q2	BUSINESS
W4HP+Q2	UNLINKED
0.0020975155152793126	05:00:35
5 Broad	BUSINESS

Trip created not on job

UnLinked Trips

April 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

W4HP+Q2	BUSINESS
W4HP+Q2	UNLINKED
0.0020975155152793126	05:00:35
W4HP+Q2	PRIVATE
W4HP+Q2	UNLINKED
0	00:15:30
W4HP+Q2	BUSINESS

Trip created in a job

Linked Trips

April 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

180a Ri	BUSINESS
180a Ri	LINKED
0.00005899004103243351	06:59:14
5 Broad	BUSINESS
W4HP+Q2	LINKED
3913.3931759752086	05:01:50
W4HP+Q2	BUSINESS

Start Location

End Location

Trip Type

Trip duration

Distance covered or time taken

Trip create with in a join show unlink or link record





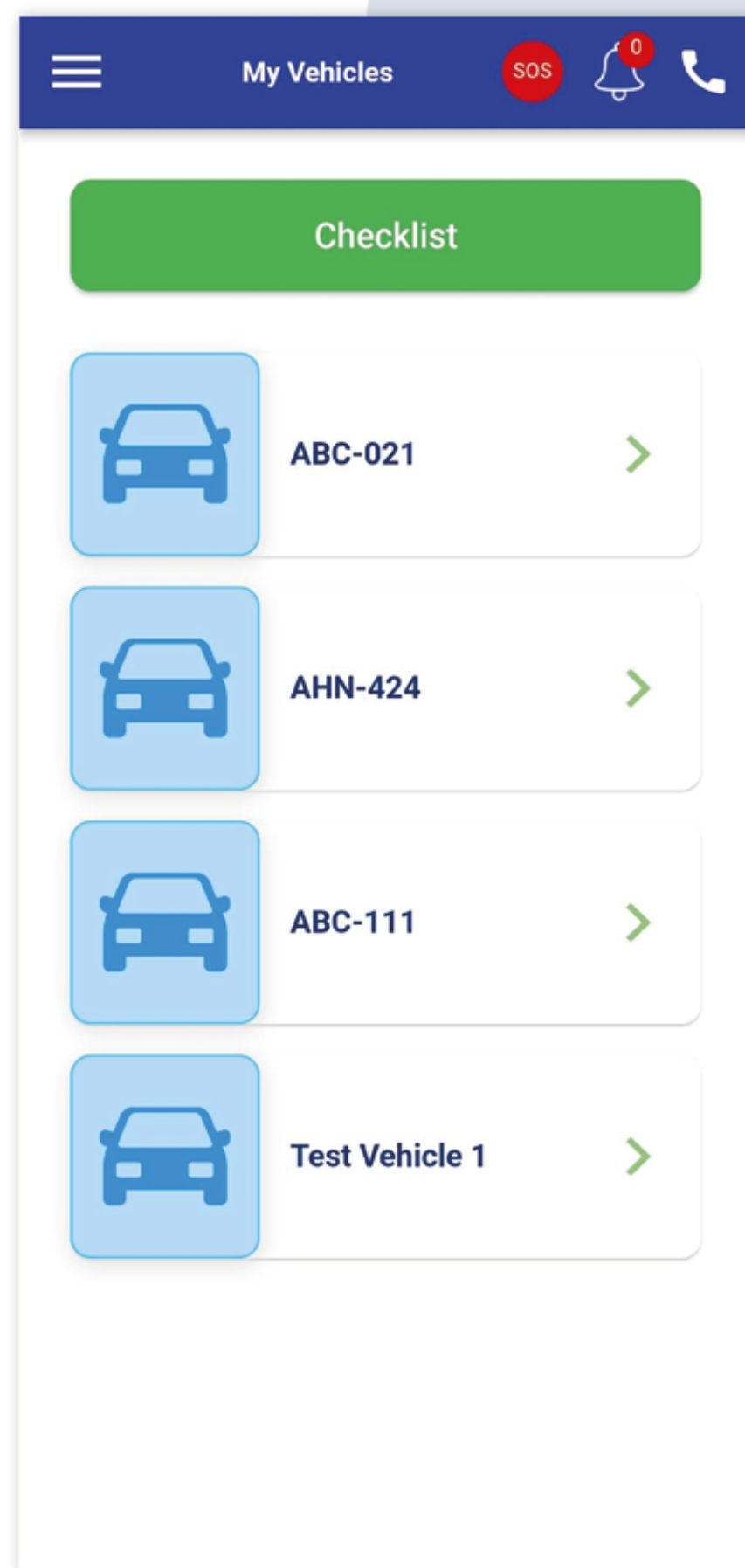
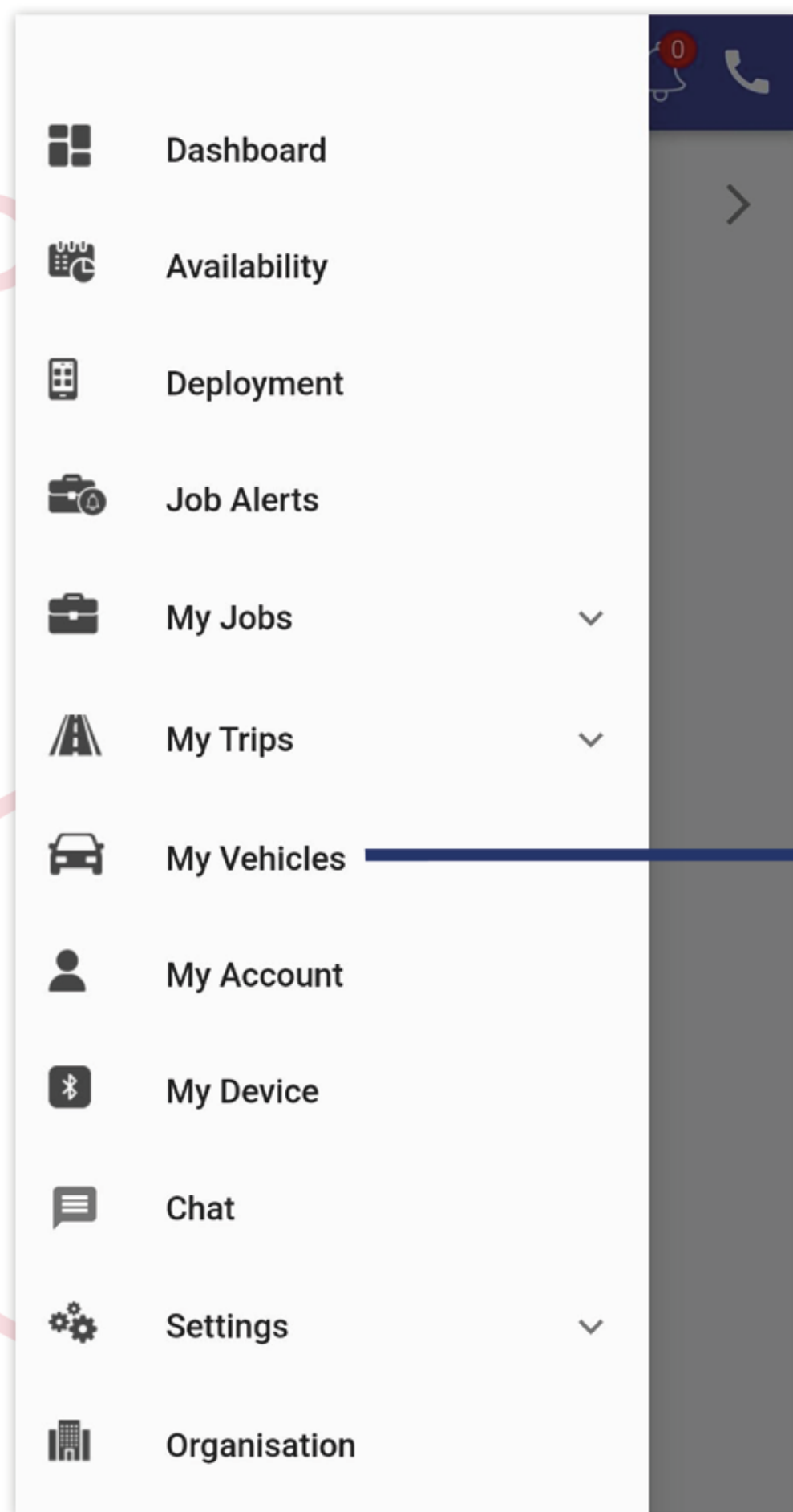
TRIP ALERTS/DRIVER BEHAVIOR ALERTS

- **OVERSPEED ALARM**
Alarm activation due to overspeeding during trip
- **HARSH ACCELERATION ALARM**
Alarm activation due to harsh acceleration during trip
- **HARSH BRAKING ALARM**
Alarm activation due to harsh braking during trip
- **HARSH CORNERING ALARM**
Alarm activation due to harsh cornering made during trip
- **COLLISION ALARM**
Alarm activation due to collision occurred during trip
- **ENGINE IDLING**
Alarm activation car is idle during trip
- **UNPLANNED TURN ALARM**
Alarm activation due to unplanned turn made during trip



MY VEHICLES

My vehicles checklist

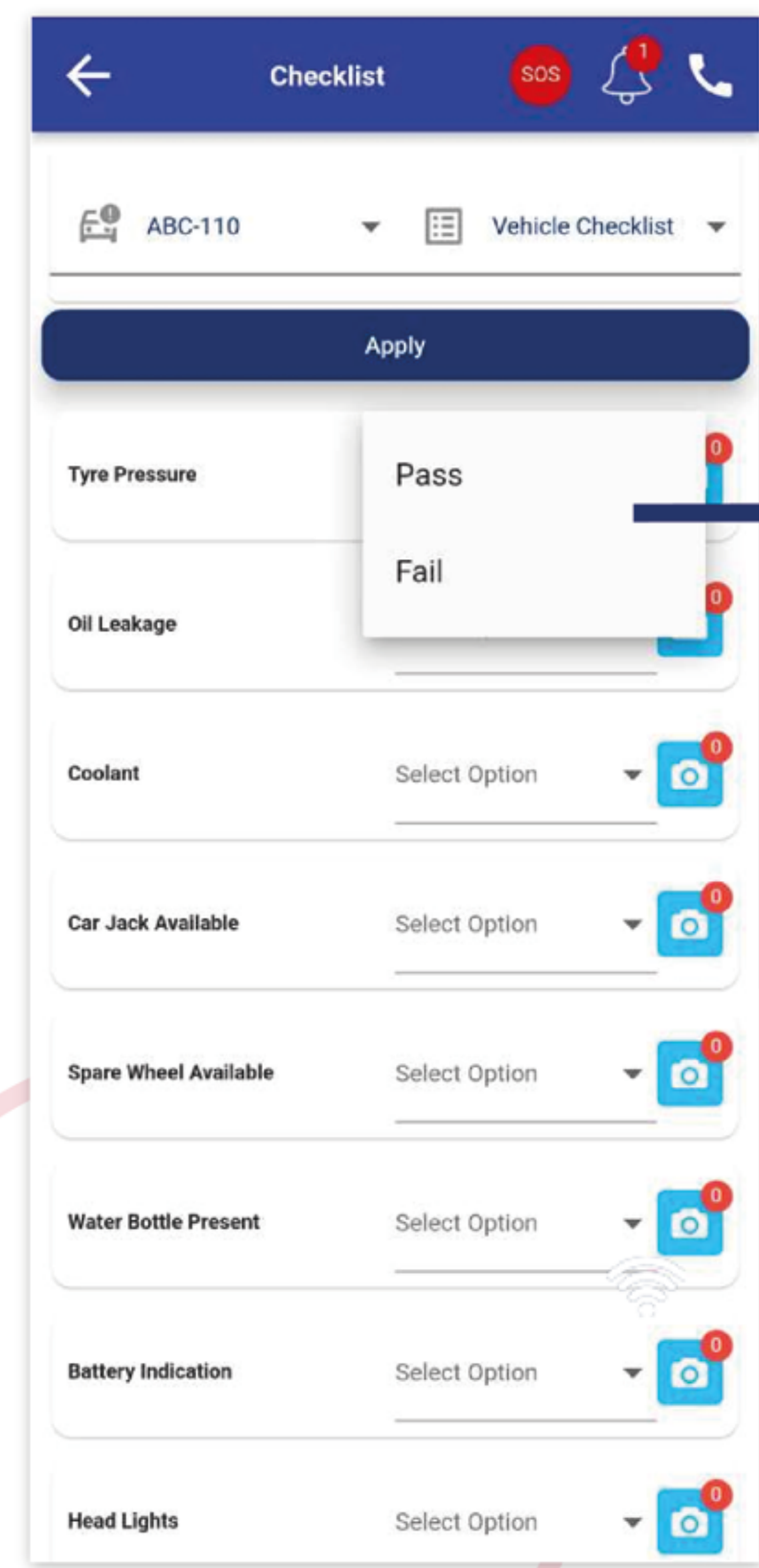


List of vehicles assigned by the organization

Assign a vehicle to be your default vehicle



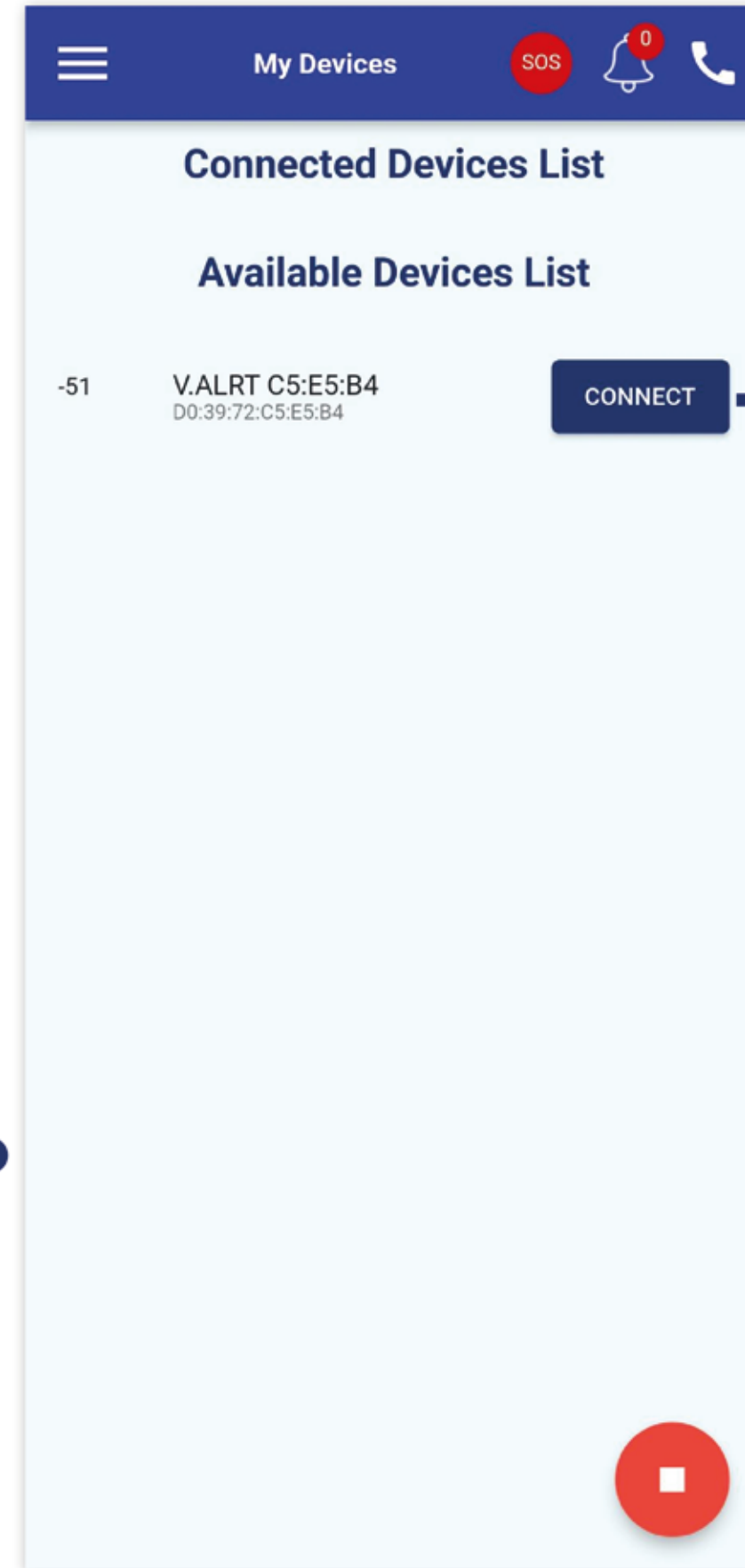
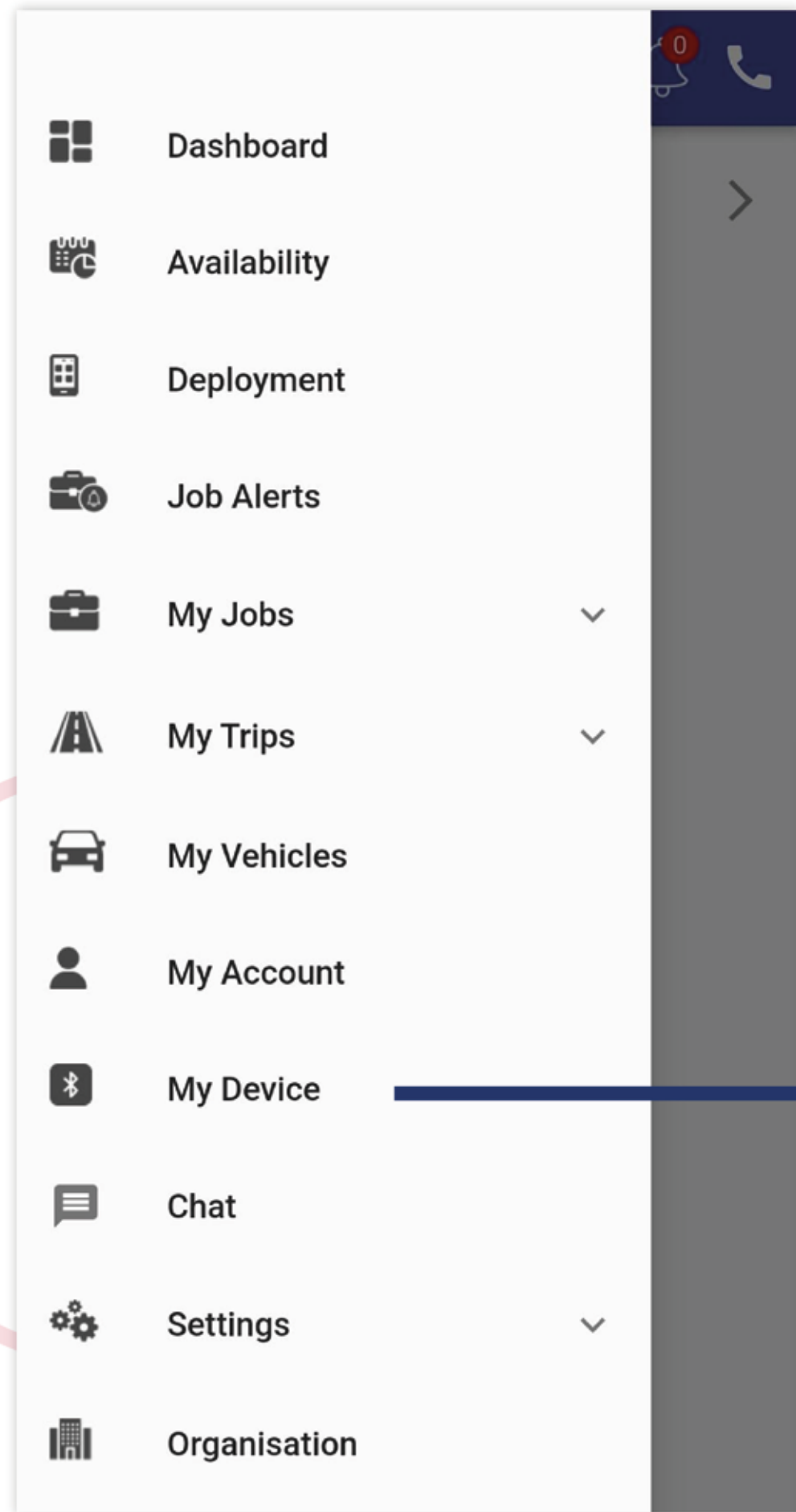
Inspection



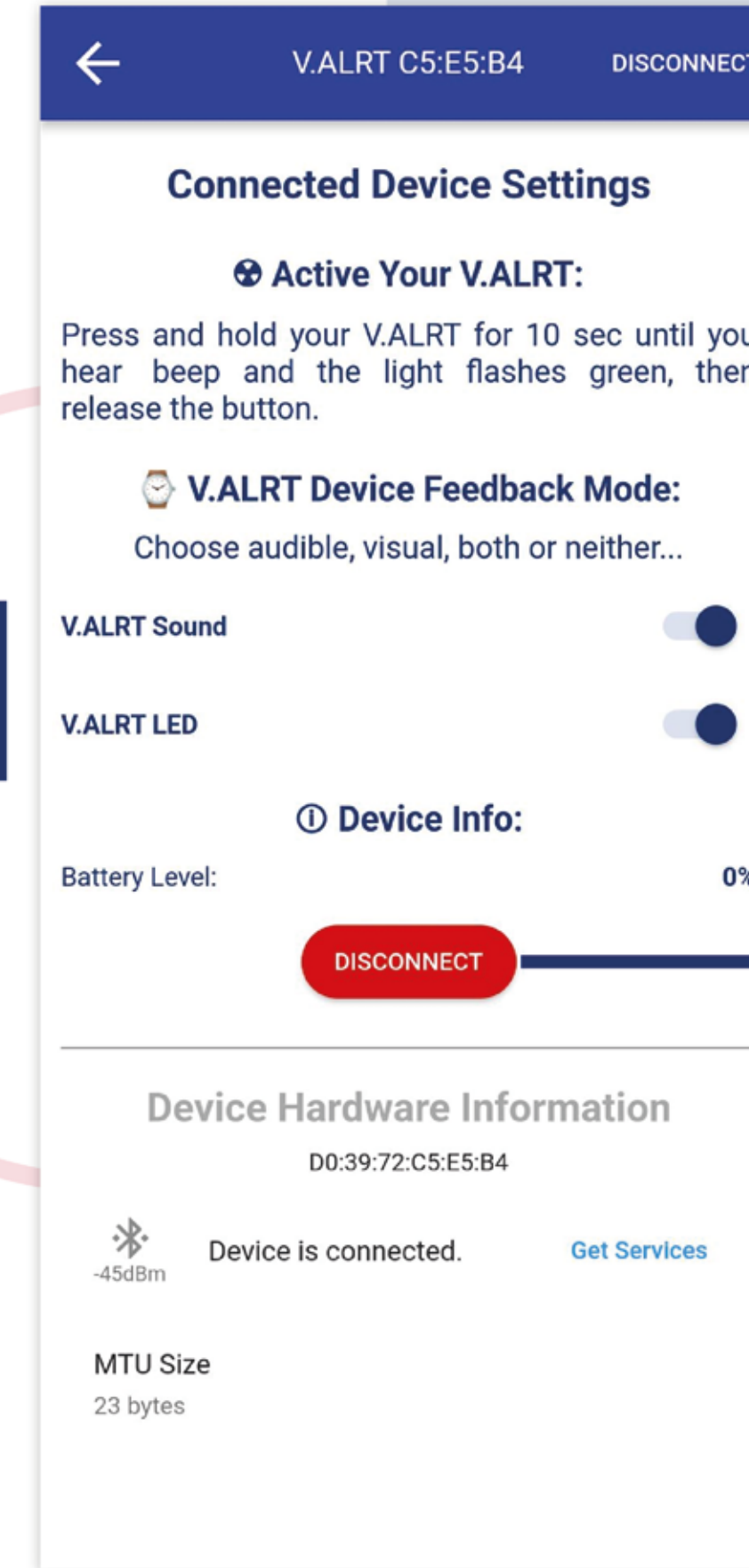


MY DEVICE

To configure your Bluetooth device



Tap to Connect

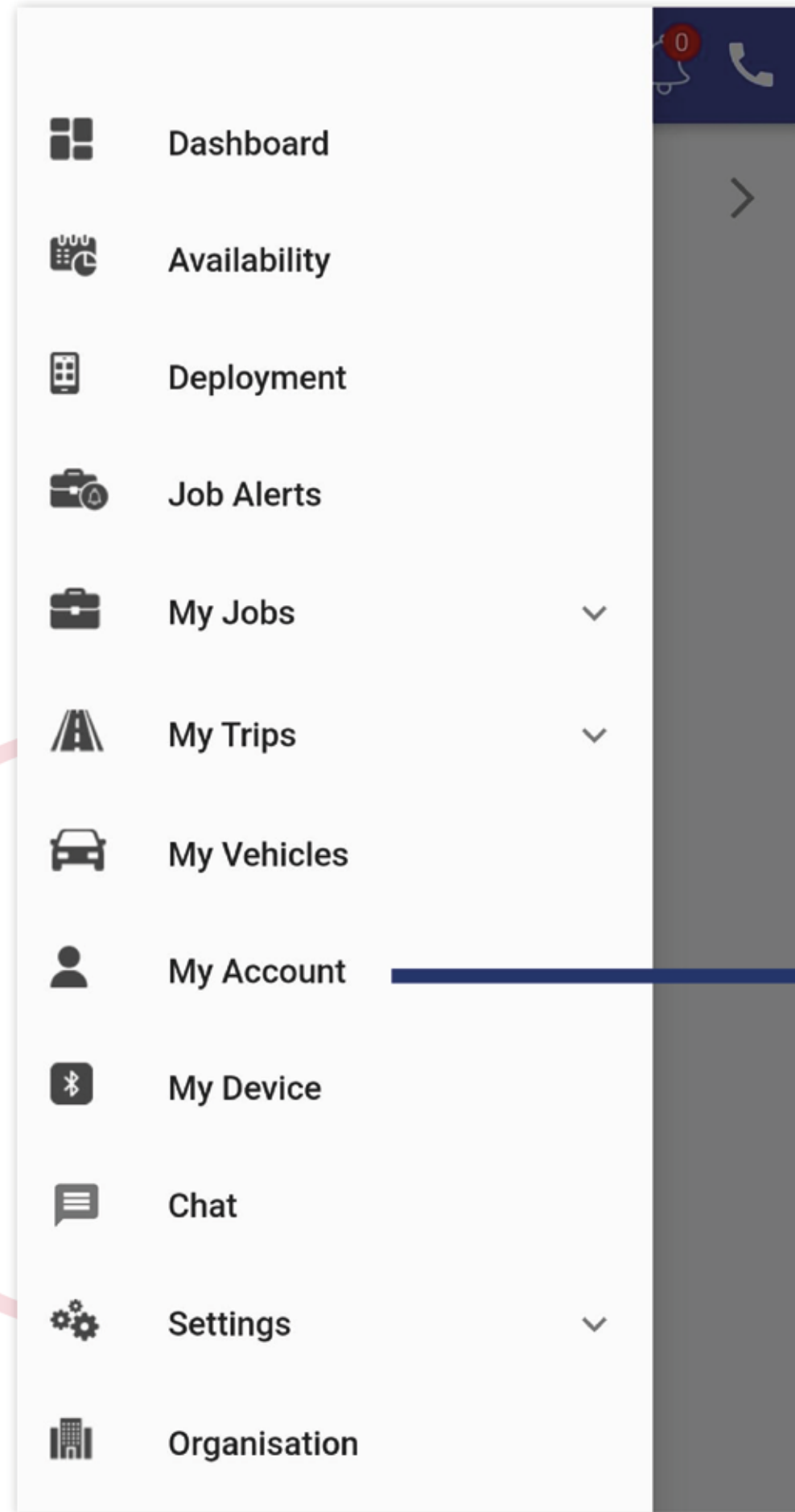


Tap to Disconnect

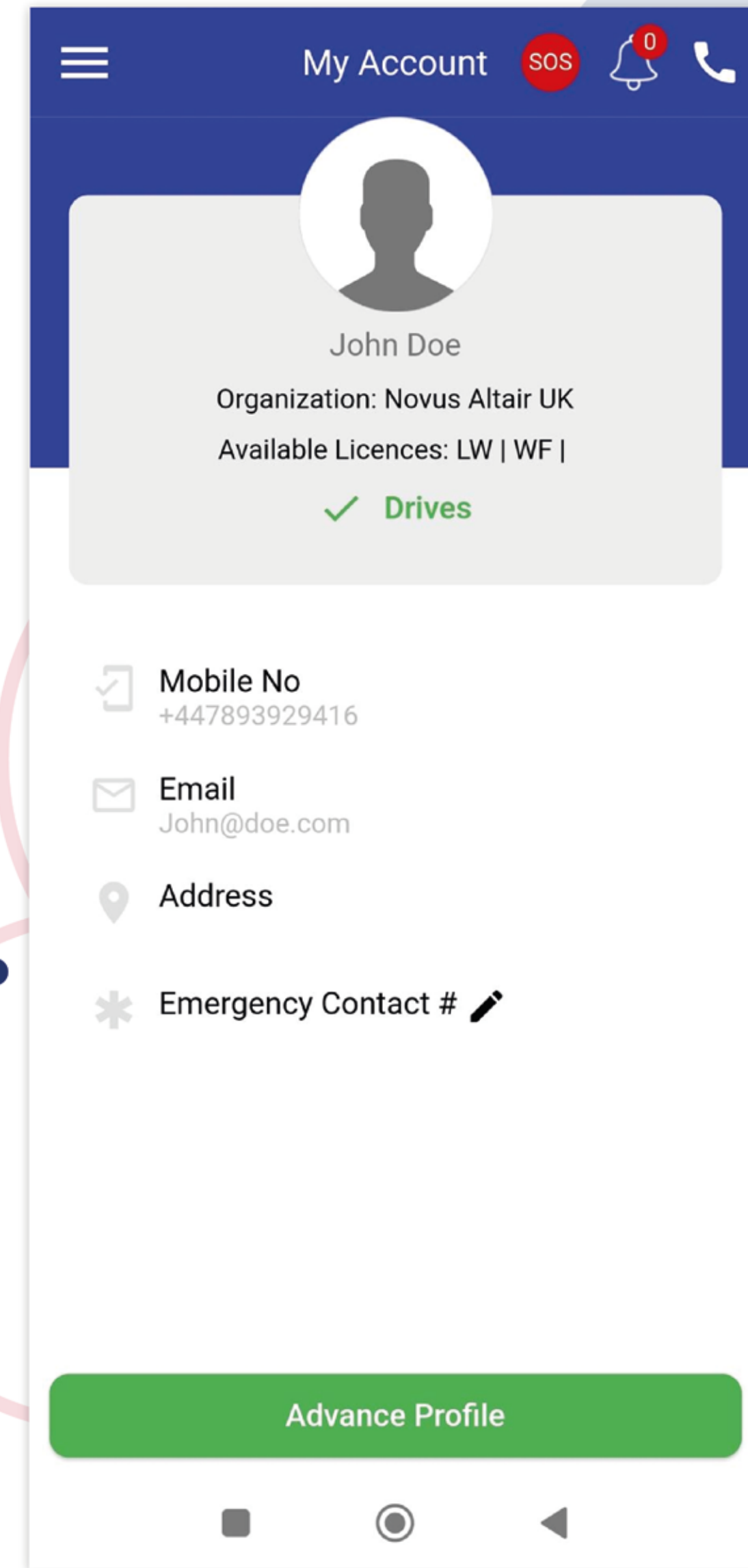


MY ACCOUNT

You can view your profile details here

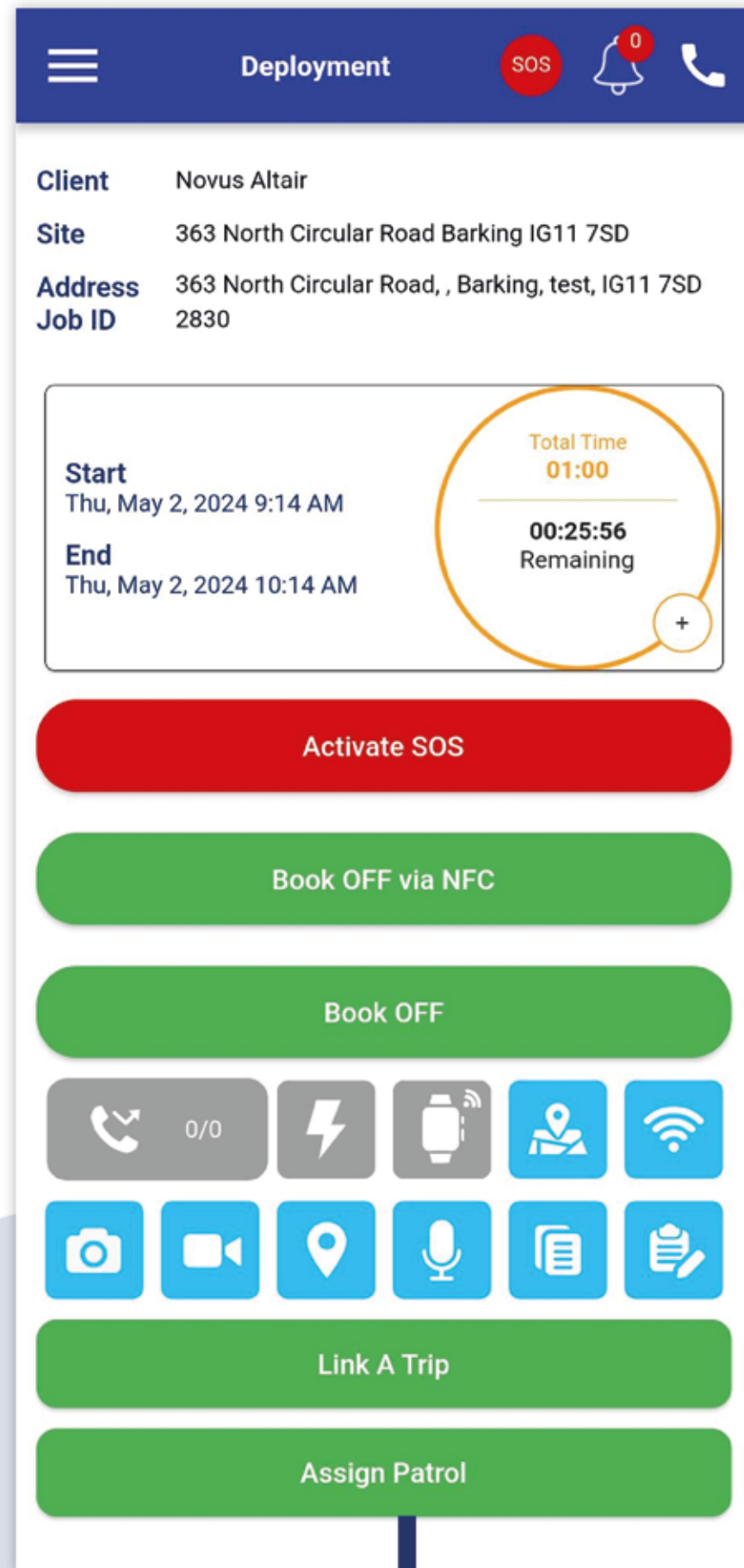


Your Profile Information

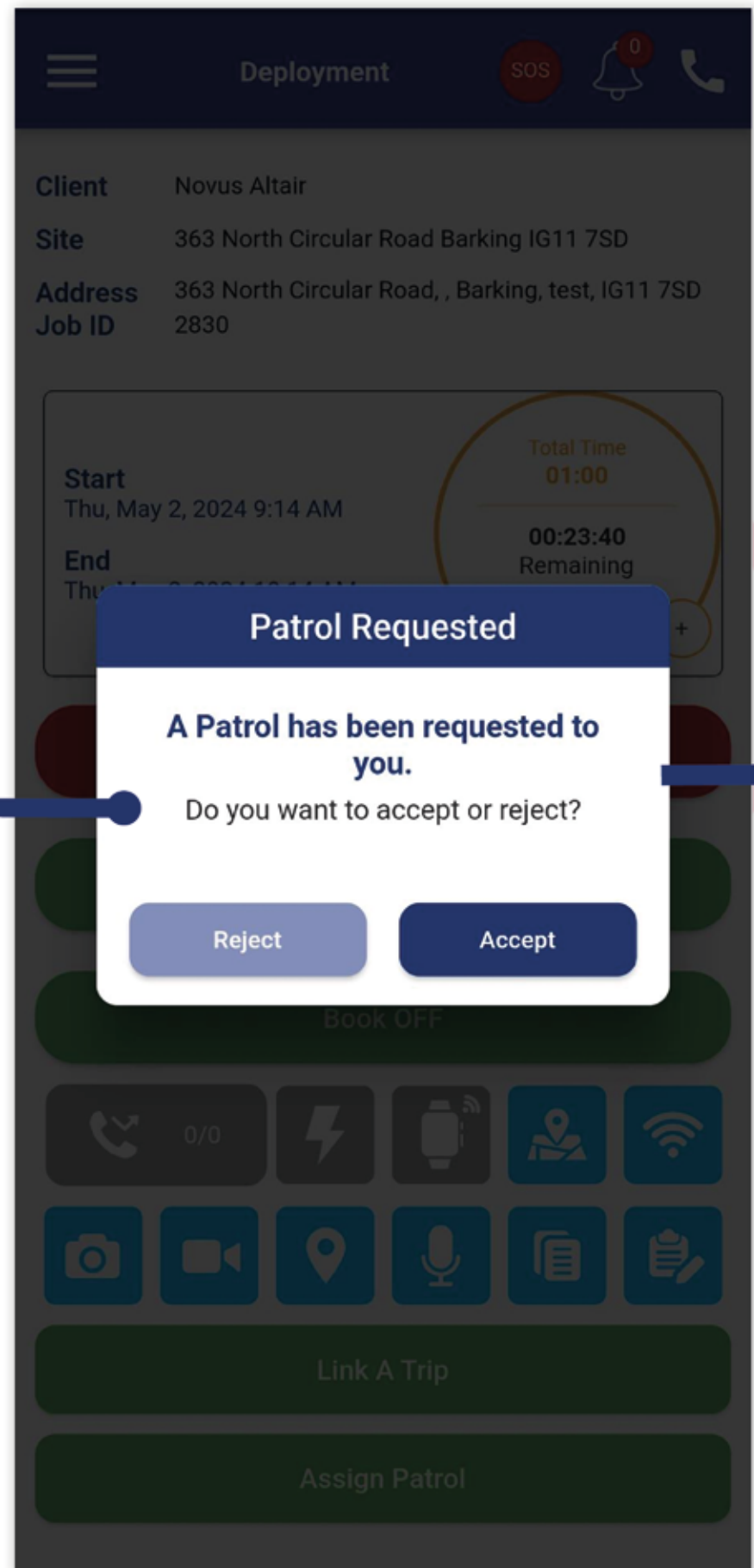


GUARD PATROL SYSTEM

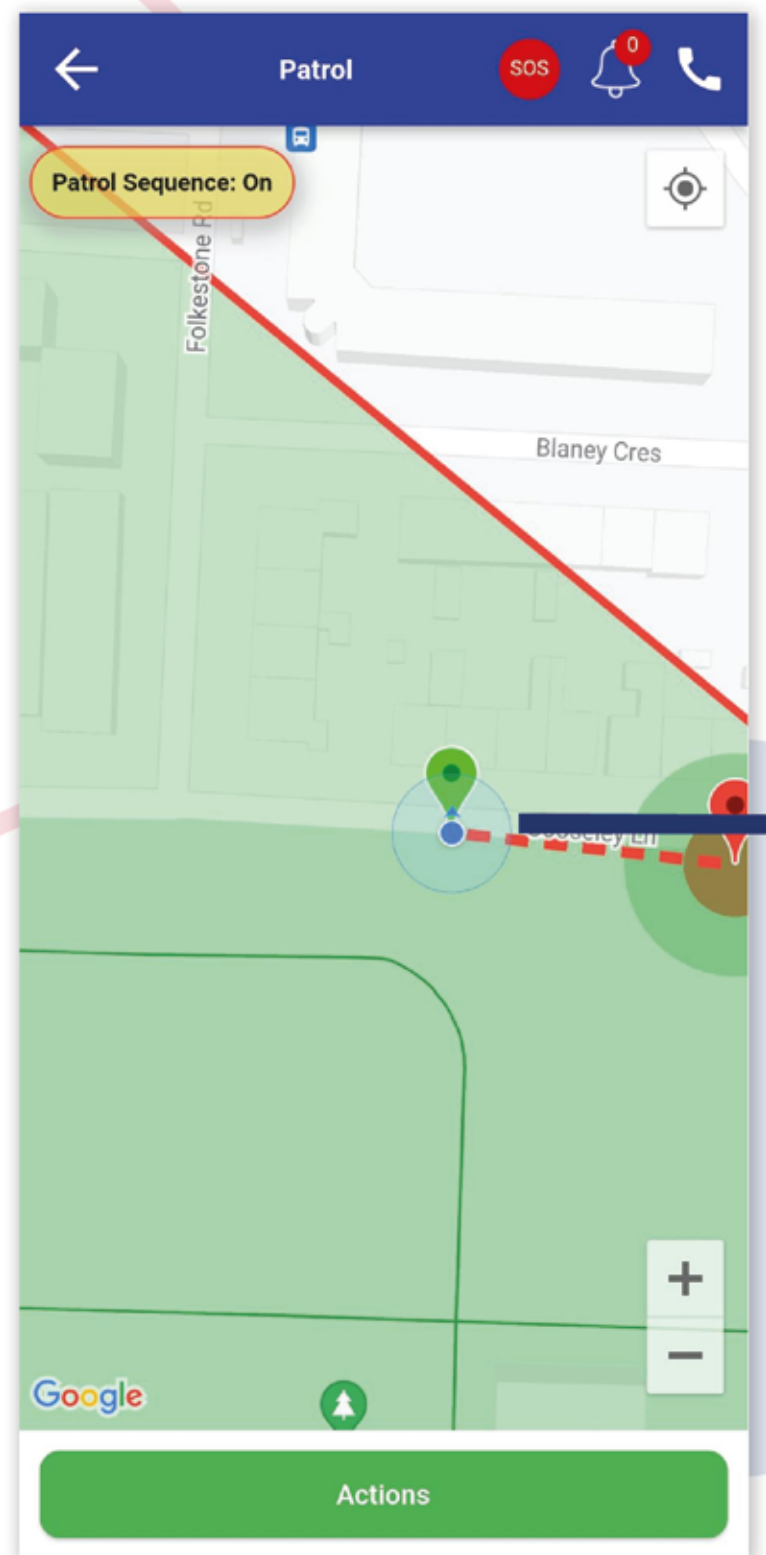
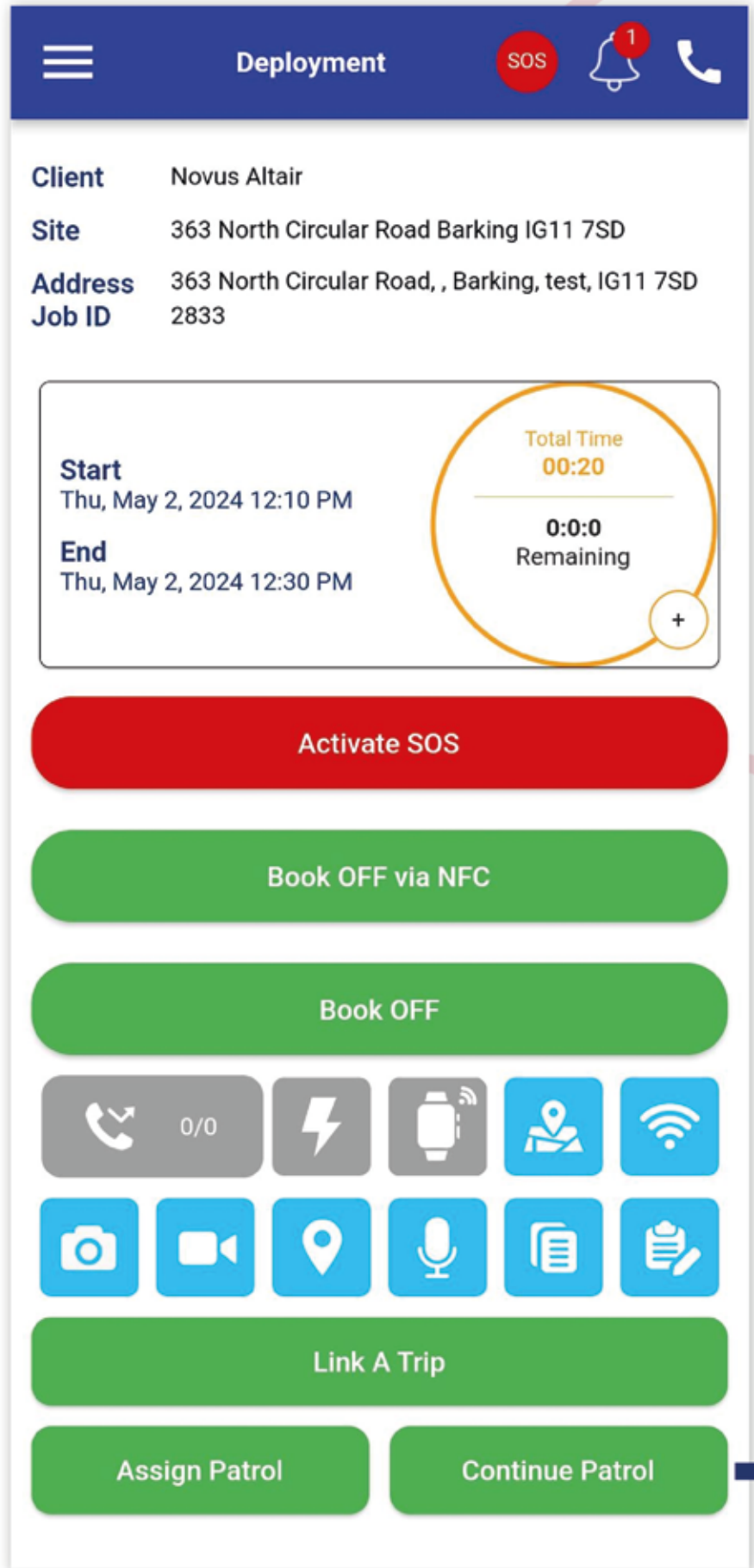
Control Room can request or assign patrol having waypoints



No patrol in the job

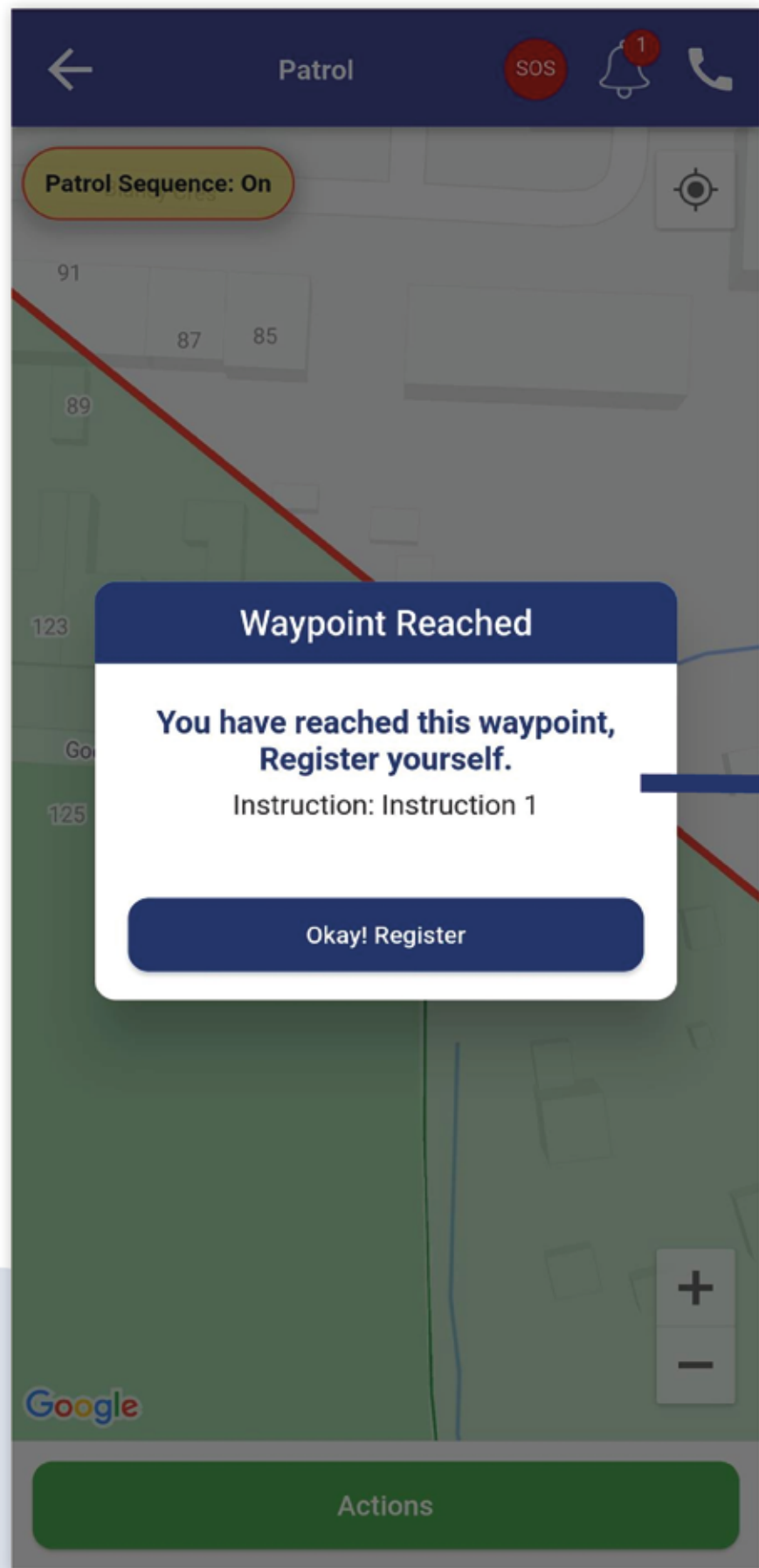


Notification for patrol request



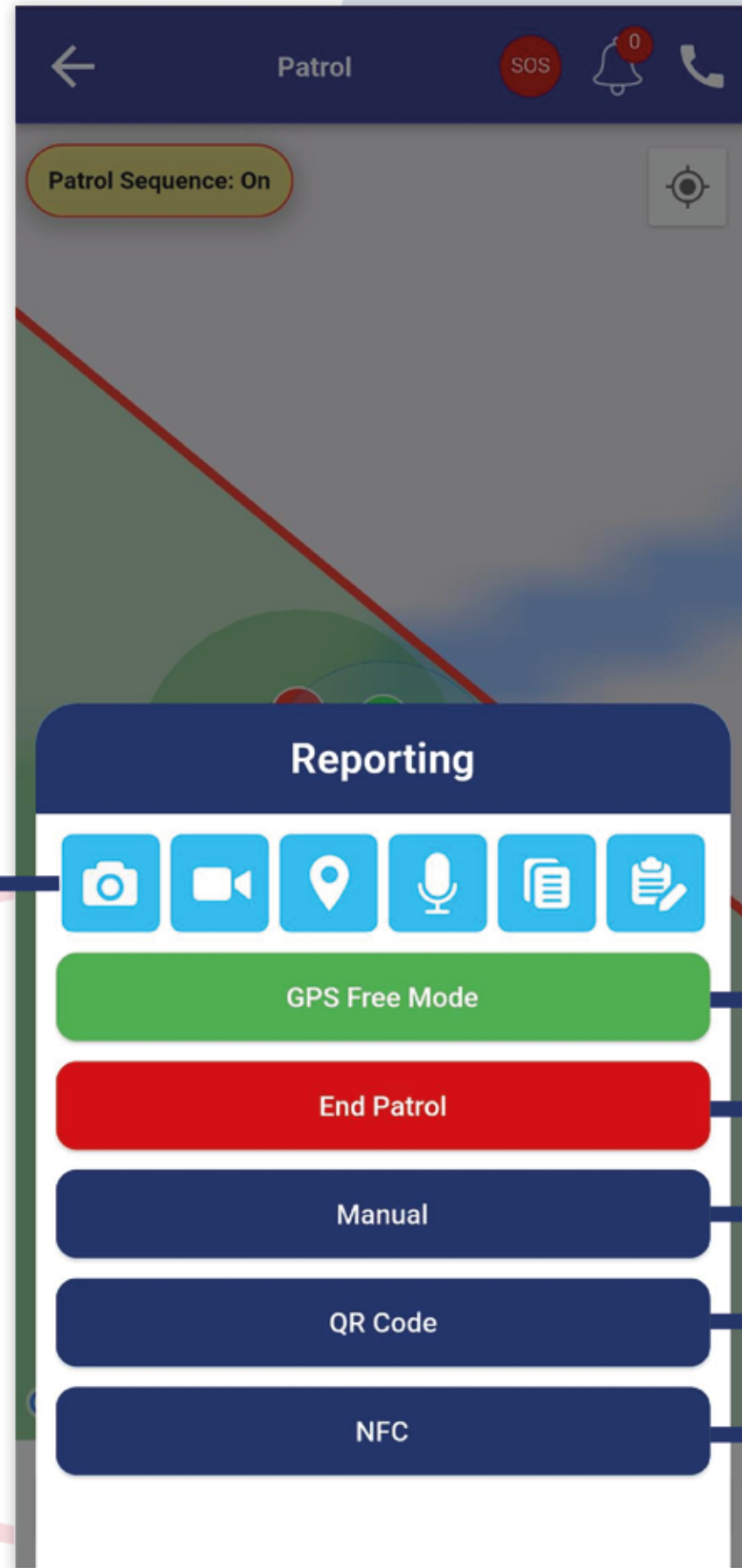
Waypoint detection is based on its geo-fence





Specific instructions can be given for a waypoint

Reporting Features



Register without GPS Location Restriction

End patrol

Waypoint to be acknowledged manual

Waypoint to be acknowledged by QR Code

Waypoint to be acknowledged by NFC



