

Version 6.1R1

Manager Guide

| | https:// |
|------------------|----------|
| [UKL] | https:// |
| 【 Mail Address 】 | |

Infocom Corporation

Update: 2024/9/30

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1. Login

(1) Access the web site



 To access Emergency Call from an Internet-connected PC or smart device enter its URL in the address bar of your browser and go to the web site.

2. Click "English" at the bottom of screen.

| Emergency Call R急速路/安吉頓認システムエマージェンシーコール® | |
|--|---|
| ユーザID | |
| 1(スワード | ø |
| パスワードを忘れた場合は こちら 日 ログイン 西日本データセンター からもご利用いただけます。 両方のURLをブックマークいただくようお願いいたします。 Language: English (R語) | |

2.

| | Emergency Call ^{解急連絡/安否確認システムエマージェンシーコール®} |
|----------|---|
| Jser Id | |
| usertest | |
| Password | |
| ••••• | 9 |
| | If you forget your password, please click here |
| 3. | 윈 Log In |
| | Language: Japanese(日本語) |

- 4. When login screen comes up, enter User Id and Password, then click "Login" button.
 - X If you add Login page to "Favorites," this step can be done more easily afterward.

| Emergency Call | Home | 습 Home | 🕞 Log Out |
|--|---|-----------------------------|-----------|
| 🖭 Message Board 💙 | You haven't registered your user information yet. Please register it. | | > |
| 😑 My Menu 🔷 ^ | Home | | |
| 🛔 My Page 🛛 🏮 🕞 🕞 In-Box | Message Board | | |
| Safety Check In-family Message Service | 1 There are no articles. | | |
| | ≡ My Menu | | |
| | My Page | In-fam Messag Service | ily je |

5. When User menu comes up, you are logged in.

Change your password

If the password change screen appears, change the initial password. current password:

Enter the current password (initial password).

new password / confirm new password: Enter the new password twice (up to 16 characters).

| Change your password | |
|---|----|
| lease change your password before using this service. | |
| Contenc password 🔹 | |
| •••• | 9 |
| new password * | |
| •••• | Ø. |
| confirm new password * | |
| ••••• | 9 |

Click "Update".

Required to confirm your contact information

If "Required to confirm your contact information" appears, click "Setting".

| Required to confirm y on | our contact informati |
|--|---------------------------------|
| You are required to confirm your | contact information. |
| If you haven't registered your register it. If you have already registered. | contact information yet, please |
| (Close) | Setting |

3

2. Start Contact

Users who have been granted permission to "Execute Contact" can send messages and create/edit Templates.

(1) New contact



1. Click "New Contact" button at the top of screen.

- 2. Create the contact contents.
- 3. Click "TO BEFORE CONTACT CONFIRMATION " button.

| 3 Confirm | | |
|--|----------------------|------|
| | | |
| | | |
| The target users are | Contact mode specify | |
| 3 | Ö | |
| | Č | |
| people. | | |
| Check Users | Contact for safety | |
| | | |
| (MODIFY) | RESERVE | SEND |
| | | |
| | | |
| Constal information | | |
| General information Tite テスト Tite (English) | | |
| General information Title テスト Title (English) tesu | | |
| General information Tite テスト Tite (English) tesu Message (NO RECORDING) | | |
| General information Tite テスト Tite (English) tesu Message (NO RECORDING) テスト | | |
| General information Title テスト Title (English) tesu Message (NO RECORDING) テスト Message (English) | | |
| General information Tite テスト Tite (English) tesu Message (NO RECORDING) テスト Message (English) test | | |
| General information Title デスト Title (English) tesu Message (NO RECORDING) デスト Message (English) test Contact Control | | |
| General information Title テスト Title (English) tesu Message (NO RECORDING) テスト Message (English) test Contact Control Retry | | |
| General information Title デスト Title (English) tesu Message (NO RECORDING) デスト Message (English) test Contact Control Retry Waiting time between contacts : 5min. Number of retriee : 5times | | |

4 .After confirming the contents, proceed to the sending step.

If you want to make an immediate call, click "SEND" button.

If you want to specify start date and time, click "RESERVE" button.

[SEND]

| Confirmation of Contact | Res |
|--|----------------------|
| We will start contacting. Number of Users : 3 people Contact Mode : Contact for safety | W |
| Input Contact Seadline 7 Days Later | Pl Da ar Ti |
| CANCEL | In |

[RESERVE]

| Reservation of Conta | act |
|--|--|
| We will start contacting. Number of Us | ers : 3 neonle |
| Contact Mode : CO | ontact for safety |
| | |
| Diase select the date and ti | me to make a call |
| Please select the date and the Date 2024-10-01 | me to make a call hour 🔹 min. 👻 |
| Please select the date and ti Date and Time | me to make a call |
| Please select the date and ti Date and Time Input Contact Seadline | me to make a call hour min. Toays Later |

(2) Contact using Templates

By creating your contact information in advance, you can quickly make a call in the event of an emergency. The content of the communication is called a "template".



1. Click "Contact from Template" button at the top of screen.

2. Click on the template you want to send

| Execute From Tem | nplate | | | |
|------------------|----------------|--|---------------------|-------------------|
| () About to st | tart a new EMC | contact using a template. To create a template, | click <u>here</u> . | |
| Execute | From Ter | nplate | | |
| | BETTING | PRIVATE SETTING | | |
| Q Search | | | | ۷ |
| | | | | Showing 1-9(of 9) |
| Туре | ID | Title | Target ppl | Alliance |
| | 00000 | registration for the situation about your safety | 4 | 0 |
| safety | 00001 | [Earthquake] Safety confirmation notification A | 3 | 0 |
| safety | 00002 | [Earthquake] Safety confirmation notification B | 3 | - |

| Confirm | | |
|---|----------------------|------|
| | | |
| | | |
| The target users are | Contact mode specify | |
| 3 | Ø | |
| neonle. | C2 | |
| Check Users | Contact for safety | |
| | | |
| | DECEDVIC. | 05WD |
| MODIFY | RESERVE | SEND |
| General information | | |
| General information আৰ লমদ | | |
| General information ^{Title} テスト Title (English) tesu | | |
| General information Title テスト Title (English) tesu | | |
| General information Title テスト Title (English) tesu Message (NO RECORDING) テスト | | |
| General information Title テスト Title (English) tesu Message (NO RECORDING) テスト Message (English) | | |
| General information Title テスト Title (English) tesu Message (NO RECORDING) テスト Message (English) test | | |
| General information Title テスト Title (English) tesu Message (NO RECORDING) テスト Message (English) test Contact Control Betry | | |
| General information Title テスト Title (English) tesu Message (NO RECORDING) テスト Message (English) test Contact Control Retry Waiting time between contacts : 5min. | | |
| General information Title デスト Title (English) tesu Message (NO RECORDING) テスト Message (English) test Contact Control Retry Waiting time between contacts : 5min. Number of retries : 5times | | |

4 .After confirming the contents, proceed to the sending step.

If you want to make an immediate call, click "SEND" button.

If you want to specify start date and time, click "RESERVE" button.

[SEND]

| Confirmation of Con | tact | Reservation of Contact |
|---|---|---|
| We will start contacting. Number of Us Contact Mode : <mark>Co</mark> | ^{sers :} 3 people intact for safety | We will start contacting. Number of Users : 3 people Contact Mode : Contact for safety |
| Input Contact Seadline | 7 Days Later | Please select the date and time to make a call Date and Time Input Contact Seadline 7 Days Later |
| CANCEL | SEND | CANCEL |
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7

Safety Check Message

Start time~Expiration

3422

Do

Item Select your safetv

Select safety situation of your family

Select your home

possibility to ork

Summary Conditions

aggregation of selected replies(4.)

Answer content

FOR EACH ANSWER FOR EACH DEPARTMENT BY LEVEL

2.

4. Aggregation

(1) Aggregation for each contact



1. Select the contacts you want to aggregate from "Aggregation for each contact"

2. The aggregated results will be Confirm the contact details displayed. registration for the situation about your safety 2024-09-30 20:14 ~ 2024-10-07 20:14 Confirmed / Total 3./4 Retry Contact unconfirmed person (1people)

FOR EACH DEPARTMENT

1

Q Search Users

*If the response Expiration has passed, select the "TO AGREGATION" button.



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8

Item

safety

situation Select safety

Select your

situation of

your family

situation of your home

possibility to

Select

Select

. work

aggregation of selected replies(4.)

Answer content

Noreply

Noreply

Noreply

Noreply

FOR EACH ANSWER

FOR EACH DEPARTMENT BY LEVEL

2.

з.

з.

2.

Injured

Impossible

1.

1.

safe

safe

. everyone is

lo Damage

Possible

1

1.

1.

Ο.

1.

FOR EACH DEPARTMENT

Q Search Users

3. Select the answer you want to check

| | ✓ Depa | artment 🗸 Select your safe | ety situation 🗸 Select safety si | tuation of your family |
|--|-------------------------------------|--|---|--|
| display ite | em 🗸 Sele | ct situation of your home | Select possibility to work | Message 🗸 Respondent |
| | ✓ Repl | y timestamp | | |
| | | | | |
| Reply tir | mestamp displ | ay orange color if user answere | ed out of term you set. | |
| Reply ti | mestamp displ | ay orange color if user answere | ed out of term you set. | DOWNLO/ Showing 1-3(of |
| Reply ti user id | mestamp displ | ay orange color if user answere Department | ed out of term you set. Select your safety situation | DOWNLO. Showing 1-3(or Select safety situation of your fam |
| Reply ti user id nizuma | Name Test Taro | ay orange color if user answerd Department テスト株式会社 + 開発部 | ed out of term you set. Select your safety situation safe | DOWNLO, Showing 1-3(of Select safety situation of your fam everyone is safe |
| Reply ti user id nizuma user01 | Name Test Taro ユーザー1 | ay orange color if user answerd Department テスト株式会社 + 開発部 テスト株式会社 + 管理部 | ed out of term you set. Select your safety situation safe safe | DOWNLO. Showing 1-3(or Select safety situation of your fam everyone is safe everyone is safe |
| Reply til user id nizuma user01 user04 | Name Test Taro ユーザー1 ユーザー4 | ay orange color if user answere Department テスト株式会社 + 開発部 テスト株式会社 + 管理部 テスト株式会社 + 管理部 + | Select your safety situation safe safe Injured | DOWNLO. Showing 1-3(e) Select safety situation of your fam everyone is safe everyone is safe everyone is safe everyone is safe |

4. The target user will be displayed.

<FOR EACH DEPAETMENT / FOR EACH SEARCH WORD >

| ggregatio | on for each de | partmei | nt | |
|---------------------------|---|---|---|---|
| < DR EACH | DEPARTMENT BY LEV | L FOR E | ACH DEPARTMENT | FOR EACH SEARCH WORD |
| | | | | 53 DISPLAY FULL SCREEN |
| ielect departmen | t | | | |
| display item | ✓ Users to contact ✓ Select situation of your h | Select your some Select | safety situation Sele | ct safety situation of your family |
| display item | Users to contact Select situation of your h | Select your : nome Sele | safety situation Sele | ct safety situation of your family Showing 1-9(o |
| display item (Item | ✓ Users to contact ✓ Select situation of your h | Select your : nome Sele Rate of ans. ±1 | safety situation Sele ct possibility to work Users to contact | ct safety situation of your family Showing 1-9(c Select your safety situation |

Aggregated results can be displayed by department or search word.

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(2) Confirming Contact Status.

You can check the response rate trends and status of contact.



 Select the contacts you want to confirm from "Aggregation for each contact"

2. Select "Change in confirmation" button.

| Safety Check | Message |
|--|--|
| Message id 3422 | Title Confirm the contact details registration for the situation about your safety |
| Status Done | Start time-Expiration 2024-09-30 20:14 ~ 2024-10-07 20:14 |
| | Confirmed / Total |
| | 3./4. |
| _ | ►Retry Contact unconfirmed person (1people) |
| | 25% commed |
| ♂ Summary | |
| () Summary Cond | itions ~ |
| < FOR EACH A | NSWER FOR EACH DEPARTMENT BY LEVEL FOR EACH DEPARTMENT I > Q. Search Users wer content Voreply |
| Select safety situation of your family | Koreply |
| Select situation of your home | Noreply 1, No Damage 2, Collapsed 0, Collapsed 0, Inknown 0, |
| Select possibility to work | Noreply 1, Possible 2, Impossible 1, Unknown 0, |
| 🙊 Change in co | onfirmation ~ |

* Delivery status of contact

Done

User id

 \square

user05

user04

user01

registration for the situation about your safety

Name

テスト太郎

ユーザー 5

ユーザー4

ユーザー1

Department

テスト株式会社 + 開発部

テスト株式会社 + 管理部

テスト株式会社 + 管理部

テスト株式会社 + 管理部

1

No

2

1

1

1

Media

E-Mail

E-Mail

E-Mail

E-Mail

Message id 3422

Q User search

Contact timestamp

2024-09-30 20:15

2024-09-30 20:15

2024-09-30 20:15

2024-09-30 20:15

BY SEND/RECEIVE BY USERS

Title Status

| registral | ion for th | ne situatio | n abou | t your sa | fety 75.0 | 1%(2024-0 | 9-30 20: | 14:53~2 | 024 | ►De | livery | / status of contac |
|-----------|------------|--------------------------|--------------------|------------------|------------|---------------|-----------------------|-----------------------|------------|------------|-----------|--------------------|
| 21:04:38 |) | | | | | | | | | | | |
| 80% | | _ | • | • | • | • | • | • | • | • | • | |
| 40% | | / | | | | | | | | | | |
| 20% | | | | | | | | | | | | _ |
| | 0 20:14:53 | 0 20:19:51 | 0 2024:49 | 0 20 29:47 | 0 20:34:45 | 0 20:39:43 | 0 20:44:41 | 0 20:49:39 | 0 20:54:37 | 0 20:59:35 | 021.04:38 | |
| | 202409-31 | 202409-31 | 202409-31 | 202409-31 | 202409-31 | 202409-31 | 202409-31 | 202409-31 | 202409-31 | 202400-3 | 202400-3 | |
| | | | | | | | | dis | played a | about ev | ery5mir | n |
| | | ➡ All ➡ Veic ➡ Smi | e(by P art-devi | hone) ce(app) | | → Ser ★ Ma | een(ans il(by blar | wered by nk email) | y URL) | | | |
| up to 3 | | hours f | rom t | he star | rt date | e and t | ime. | \subset | D | ISPLA | Y | \supset |
| | Boono | aco rat | 5 | 0 - | | chiove | mont | time | 3min | later | | |

- 3. A response rate graph will be displayed.
- 4. To check the details of the call status, click"Delivery status of contacts". button.

5. The contact date and time and status information will be displayed.

| BY | USERS | > | | |
|----------|------------|---------------|------------------|-----------------------------|
| BY SEND, | RECEIVE BY | USERS | | From the "BY USERS" tab |
| Q User | search | | | You can check the status of |
| | | | 4 | each user. |
| User id | Name | Department | Error status (?) | |
| | Test Taro | テスト株式会社 + 開発部 | No error | |
| | rese rano | | | |

DOWNLOAD Showing 1-4(of 4)

Status Contacted (Success)

Contacted

(Success)

Contacted (Success)

Contacted (Success)

(3) Aggregate together

If the mode of contact is "Safety", you can aggregate multiple contact at once.

(3)-1 Aggregate all users in authority



 Click "Safety summary" button at the top of screen.



- Select
 "Aggregate all users in authority "
- 3. Click "AGGREGATE" button.
- 4. The aggregated results will be displayed.

- oopyngnt@zozo in ooom oon on null All rights reserved



(3)-1 Aggregate multiple contact



Aggregate those users of selected contacts

1. Click "Safety summary" button at the top of screen.

- 2. Select "Aggregate those users of selected contacts "
- 3. Click "Select contact"

^

🕆 Summary

O Summary

Select contact selected contact not selected

G Summary Conditions

Aggregate all users in authorit



4. Check the contact you want to select

5. Click "SELECT" button.

N All rights reserved



| Summary | Conditions | | |
|---|---|--|-----------------|
|) Aggregate a | ll users in authority ()Aggregate those users of se | lected contacts | |
| Select conta | ict | | |
| selected contac | t | | |
| 3422:registrat | ion for the situation about your safety 🛞 3382:registration | on for the situation about your safety 🕻 | 3 |
| ease select respo | vndent. | | |
| Users to con | tact 🔲 Voluntarily answerers | | |
| ease select term | of summary | | |
| 2024-09-12 | 🖬 12 🔻 h 35 💌 m 😣 ~ | 🖬 💌 h 💌 | m |
| aareaatia | on of selected replies(4) | AGGREGATE | |
| ggregatio | on of selected replies(4.) | AGGREGATE | FOF > |
| ggregatio | on of selected replies(4.) | FOR EACH DEPARTMENT | FOF > |
| ggregatio | CLEAR on of selected replies(4.) ACH ANSWER FOR EACH DEPARTMENT BY LEVEL Answer content | GGREGATE | FOF 👌 |
| ggregatic | CLEAR on of selected replies(4.) ACH ANSWER FOR EACH DEPARTMENT BY LEVEL Answer content Noreply (safe) (Injured | . FOR EACH DEPARTMENT | FOF > |
| ggregatic < FOR E/ Item Select your safety situation | CLEAR CON OF SELECTED REPLIES(4.) ACH ANSWER FOR EACH DEPARTMENT BY LEVEL Answer content Noreply 1. Safe 2. Injured | . FOR EACH DEPARTMENT Q Search | FOF > |
| ggregatic < FOR E/ Item Select your safety situation Select safety situation of | CLEAR A On of selected replies(4.) ACH ANSWER FOR EACH DEPARTMENT BY LEVEL Answer content Noreply 1. Safe 2. Injured Noreply everyone is eafo | AGGREGATE FOR EACH DEPARTMENT Q Search 1. Unknown | FOF > |
| ggregatic < FOR E/ Item Select your safety situation Select safety situation of your family | CLEAR CON OF SELECTED REPIES(4.) ACH ANSWER FOR EACH DEPARTMENT BY LEVEL Answer content Noreply 1. Safe 2. Injured Noreply 1. everyone is safe 3. Injured | FOR EACH DEPARTMENT Q Search 1, 0, Unknown 0, | FOF > |
| ggregatic < FOR E/ Item Select your safety situation Select safety situation of your family | CLEAR A On of selected replies(4.) ACH ANSWER FOR EACH DEPARTMENT BY LEVEL Answer content Noreply 1, Safe 2, Injured Noreply 1, Safe 3, Injured Noreply 1, Noreply 1, | AGGREGATE FOR EACH DEPARTMENT Q Searc 1, 0, Unknown 0, Collapsed | FOF > |

6. Select respondent."Users to contact" or"Voluntarily answerers" button.

- 7. Click "AGGRIGATE" button.
- 8. The aggregated results will be displayed.

4. Proxy safety answer

If you have aggregation authority , you can answer proxy of multiple users at once.



 Click "Proxy safety answer" button at the top of screen.

2. Click "Select user" tab.

| • | wer the surety status of multipl | e user at once. |
|---------------------|----------------------------------|--|
| Selected user • | Select user | |
| | No user is specified. | |
| Proxy safety answer | | |
| Select your safet | y situation • | Select safety situation of your family |
| | | |



| - | UserID | Name | Select | Select | Select | Select | Message | Respondent | Repl |
|---|--------|------------|--------------------------------|--|------------------------------|------------------------|---------------|------------|---------------|
| | DESE | LECT ALL U | SERSOUR safety situation | satety situation of your family | situation of your home | possibility to work | | | time |
| ~ | user01 | user1 | safe | everyone is safe | No Damage | Possible | No input | proxy | 2024 30 20 |
| ~ | user02 | user2 | | everyone is safe | No Damage | Impossible | No input | proxy | 2024 10 12 |
| ~ | user03 | user3 | | everyone is safe | No Damage | Impossible | With input | proxy | 2024 10 12 |
| | user04 | user4 | Injured | everyone is safe | No Damage | Impossible | With input | proxy | 2024 30 20 |
| | user05 | user5 | | everyone is safe | No Damage | Possible | No input | person | 2024 06 15 |
| | | | | | | | | |) |

4. Check the user you want to select

5. Click "SETECT" button.

6. Select answer from the lists.

7. Click "ANSWER FOR THE

SELECTED USERS"

8. Click "OK" button.

Proxy safety answer Proxy safety answer () You can answer the safety status of multiple user at once. Selected user • L Select user user1 🔇 (user2 🔇 (user3 🔇 Select your safety situation * Select safety situation of your family 8 safe -Select situation of your home Select possibility to work Ŧ Ŧ message ANSWER FOR THE SELECTED USERS



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5. Emergency call App

For smart devices (smartphones/tablets), you can download a dedicated app (free) to receive and respond to contacts.

You can use it either from your smart device or from your PC . Setup instructions from a PC are on page 13.





4. The icon of the application appears on your device.

Initial Setting of the App from the smart device web



| EMC | |
|-----------------|------------------------|
| 第急連絡/ | 「安否確認システム ・ジェンシーコール |
| Enter URL, User | r ID and password. |
| URL(1) https:// | xxxxxxxx |
| URL(2) https:// | xxxxxxxx |
| User ID | xxxxx |
| Password | Password |
| Save User ID |) and password. |
| Reg | gister / Login |
| Соруг | ight (C)INFOCOM corp. |

5

- 1. To access Emergency Call site from smart device.
- 2. Tap "My Page" menu.
- 3. Tap "Launch or Initial Setup" bottom.

4. The initial setup screen with URL and User ID will appear. Enter your "Password".

Check (\square) "Save User ID and Password" to skip login steps in the future.

5. Tap the "Login" button.

Once the "Message list" screen appears, setup is complete.

Emergency Cal

(2) The Application setup from the PC web

How to install the application from the PC web

| Message Board | • You are required to co | nfirm your contact inform | nation from administrator. | > | |
|--|---------------------------|------------------------------------|----------------------------|---------------------------------|--|
| E My Menu A | Home | | | | |
| Safety Check In-family Message | My Page | In-Box | Safety Check | In-family Message Service | |
| | | | | | |
| You can confirm your co test' button below. | ntact information whet | ther you can rece | ive a message after p | pressing the 'Connection | |
| | | Setting | | | |
| | | Connection te | st | | |
| User Informati | on | | | | |
| You can check your use | r information after pres | sing the 'Setting' Setting | button below. | | |
| Download an E | mergency Call | I App Tree by scanning t | the following QR code | e. | |
| | | , , | | | |
| C | Download on the App Store | | Get I | ogle Play | |

1. Click on "My Page" menu.

2. You can download an Emergency Call App by scanning the QR code.

XIf you can't scan the QR code from the standard camera app, please install readable camera app.

XYou need "Apple ID" or "Google Account" to install the application.

X If this menu doesn't exist on the screen, please install the application from "App Store " or "Google Play".



3. The icon of the application appears on your device.



| | • | |
|-----|----|---|
| LOĮ | gι | n |

EMC

家急連絡/安否確認システム エマージェンシーコール

XXXXXX

Save User ID and password.

Password

Register / Login

Enter URL, User ID and password.

URL(1) https:// XXXXXXXXX

URL(2) https:// XXXXXXXX

User ID

Password

3

4

Initial Setting of the App from the PC Web





1. Click on "My Page" menu.

 You can initial setting an Emergency Call App by scanning the QR code. ("Launch your Emergency Call App" menu)

XIf you can't scan the QR code from the standard camera app, please install readable camera app.

- 3. Initial Setup screen comes up. Enter your password.
 - 4. Tap "Register / Login" button.

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(3) Start contact

| ि | Message list | | : | 1. |
|--------------|---|--|---|----|
| 0 | [Earthquake Safety confirmat | Safety | | |
| \checkmark | User1 2016/3/9 11:31 | Admin menu | | 2 |
| 3 | [Tsunami]P damage site Question / Unans User1 2016/3/9 11:310 | Settings swered ~2016/3/19 11:31 | | |
| 2 | A major ear Normal / Unconfi User1 2016/3/9 11:30~ | thquake rmed ~2016/3/19 11:30 | | |

- 1. Tap on the menu icon at the top-right corner of the screen.
- 2. Tap on "Admin menu" button.

3. Tap on "Start contact" \rightarrow "User template message" button.

| | Admin menu | : |
|----|--|---|
| | Admin Menu | |
| | Safety summary | |
| | Latest safety summary of all that authorit permits | y |
| | Contact status | |
| | Confirm status of the emergency messag | e |
| 3. | Start contact | J |
| | | |
| | Use template message |) |
| | Use template message Create new | |



| | 💿 Admi | n menu | | | : |
|----|--|---|-------------------------|--------------|---|
| | Back Te | mplate n | nessa | ge list | |
| | G Searc | h condit | ion | | |
| | Temp | late mes | sage | list (27) | |
| | 1 / 2 page < <top< th=""><th>e <back n<="" th=""><th>lext></th><th>Last>></th><th></th></back></th></top<> | e <back n<="" th=""><th>lext></th><th>Last>></th><th></th></back> | lext> | Last>> | |
| | Тетр | late ID | | Title | * |
| 4. | <u>990001</u> | | [Ful] chec | Symptom k | |
| | 000000 | | [Ful] | Contact to | |
| | | | | | |
| | 💿 Admi | in menu | | | = |
| | Back | St template -Que | tart e mes estion | sage - | |
| | | S | tart | | |
| 5. | Basic | informa | ation | | |
| | * Requi | red | | | |
| | Title () | lapanes | se) * | c | |

4. Template message list shows, and tap on Template ID which you want to start.

5. Tap on "Start" button.

| Basic information | |
|--|--|
| Required | |
| Title (Japanese) * | |
| 【インフルエンザ】症状確認の緊急実 | |
| Full-width character only) | |
| Title (English) | |
| [Ful]Symptom check | |
| Message (Japanese) * | |
| 厚生労働省より、メキシコにて 新型インフルエンザ発生情報の発表 がありました。 よって、インフルエンザに関する緊 急確認を行います。 各自、症状チェック項目にお答え願 います。 | |
| | |

Select message

| | Start emerge | ncy mes | sage |
|-------------------------|-------------------------------------|-----------|--------------|
| Back | | | |
| Would y message | ou like to sta e? | nrt eme | rgency |
| Expiration | to answer 7 | | day(s) after |
| ≪If you v date, plea | vant to start co se enter the st | ntact the | e specified |
| | | | © |
| | Clear sta | rt date | |
| Targe | t users | | |
| | 1 | 6 | |
| | | | |

- 6. Tap on "Start" button.
- XIf you want to specify start date and time, enter start time before you tap on "Start" button.



(4) Aggregation



| Menu | |
|---|------|
| | |
| Safety summary | |
| Latest safety summary of all that authority per | nits |
| Contact status | |
| Confirm status of the emergency message | |
| Contact status Confirm status of the emergency message | |

3

4.



- 1. Tap on the menu icon at the top-right corner of the screen.
- 2. Tap on "Admin menu" button.

3. Tap on "Contact status" button.

4. Tap on "Status" where you want to confirm contact status.

[Earthouake] 20 INFOCOM CORPORATION All rights reserved

| Admin menu | : | 5. |
|---|---|----|
| Back Contact status details -Safety confirmation- | | |
| Contact information | | |
| Message ID | | |
| 187 | | |
| Time to contact | | |
| 2016/03/09 11:31 | | |
| Title | | |
| [Earthquake]Safety confirmation | | |
| Contact state | | |
| End | | |
| Confirmation persons | | |
| 0/1 | | |
| Message | | |
| A major earthquake has occurred in the Kanto region. Please register your safety situation. | | |
| Division / Sender name | | |
| - user1 | | |
| Expiration to answer | | |
| 2016/03/19 11:31 | | |
| | | |
| Contact Status by User | | |
| | | |
| To safety summary | | 5. |

| o. Tap on To safety summary button | 5. | Tap on | "To safety | summary" | button |
|------------------------------------|----|--------|------------|----------|--------|
|------------------------------------|----|--------|------------|----------|--------|

6.



6. Displayed safety summary information of users that are included in the emergency contact.

When confirming safety answer status of each user, tap on "User list / Proxy safety answer".



| | Safety confirmation Results | | |
|---|--------------------------------|----------|--|
| | Safety summa -User details | ry - | |
| | Name | | |
| | uporl | | |
| | useri | | |
| | Division | | |
| | General Affairs Departmen | t | |
| | Loot time to ensure | | |
| 0 | Last time to answer. | | |
| 8 | 2015/09/14 19:20 | | |
| | Items to confirm | | |
| | Select your safety situation | | |
| | Unharmed | O | |
| | Select safety situation of you | r family | |
| | Unharmed | O | |
| | Select situation of your home | • | |
| | No Damage | Ø | |
| | Calact page/bility to work | | |
| | [Please select] | Ø | |
| | | | |
| | Message | | |
| | | | |
| | |) | |
| | Recorded voice | | |
| | None | | |
| | | | |
| | Answer | | |
| | | | |

7. Displayed user's list of subordinate department.

Tap on "Name" of the user you want to see.

8. Displayed details of Safety status of selected user.

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(5) Confirming Safety Summary



- 1. Tap on the menu icon at the top-right corner of the screen.
- 2. Tap on "Admin menu" button.



3. Tap on "Safety summary" button.





 When confirming safety answer status of each user, tap on "User list / Proxy safety answer".



to see.



| Safety summary | |
|--|------------|
| -User details- | |
| | |
| Name | |
| user1 | |
| | |
| Division | |
| Division | |
| General Affairs Department | |
| | |
| Last time to answer. | |
| | |
| 2015/09/14 19:20 | |
| Items to confirm | |
| | |
| | |
| Select your safety situation | |
| Unharmed | \bigcirc |
| | |
| Select safety situation of your family | |
| Unharmed | C |
| Select situation of your home | |
| | |
| No Damage | V |
| | |
| Select possibility to work | |
| [Please select] | O |
| | |
| Message | |
| | |
| | |
| | |
| Recorded voice | |
| | |
| None | |
| | |
| | |
| Anowor | |

6.

 Displayed user's list of subordinate department. Tap on "Name" of the user you want

6. Displayed details of Safety status of selected user.

(8) Proxy Safety Answer



- 1. Tap on the menu icon at the top-right corner of the screen.
- 2. Tap on "Admin menu" button.

3. Tap on "Safety summary" button.





4. Tap on "User list / Proxy safety answer" button.





- Displayed user's list of subordinate department.
 Check the selection field of the user to perform the safety answer by agent.
- 6. Tap on "User select answer" button.

7. Select the safety fields to answer by agent.

8. Tap on "Answer" button.