Appendix G – User Guide (Mobile Application)

Introduction

The mobile application component of this implementation serves as the 'in field' option to submit data to the web application. Presently the mobile application requires an internet connection to transmit data to the web API, which is built into the web application.

The purpose of this guide is to detail the operations that can be performed utilising the mobile application.

Logging In

To access the application, you are required to login. The credentials you use are like those you use for the web application; however, you will have been provided a unique 'Mobile Login Key' to use rather than your conventional password.

For the first time you use the application, you will be prompted to Login. Any time after this you will be automatically logged in as your profile is saved to the device.
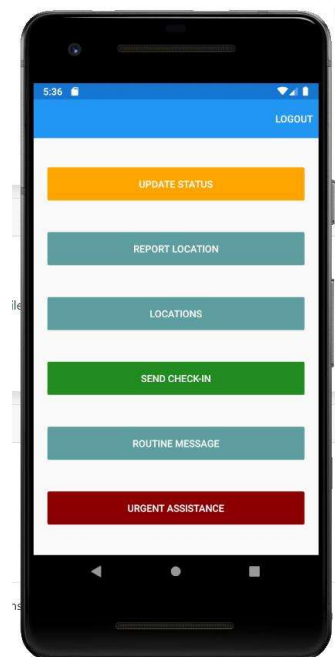
To login, simply enter these credentials on the login screen when it appears.
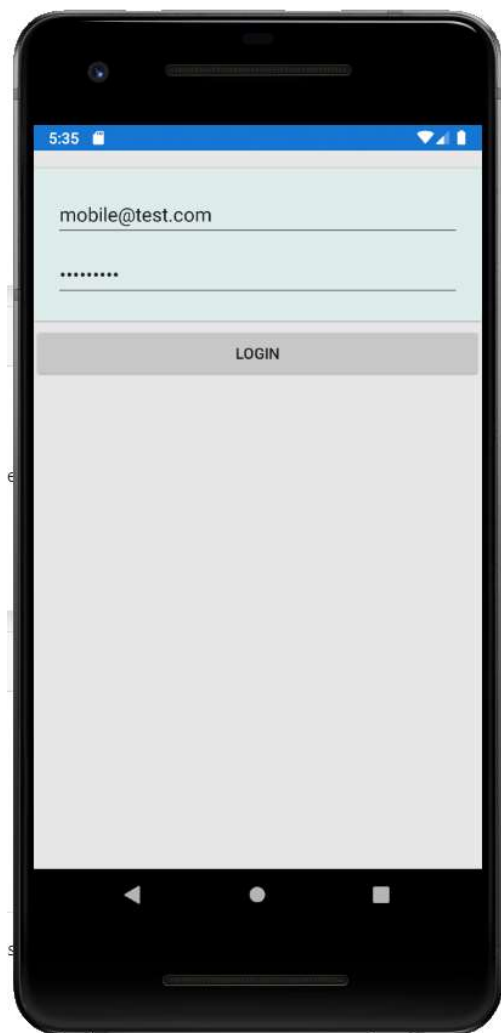
You can logout any time by pressing the 'Logout' button on the top right of the homepage.

Application Homepage

The application homepage is where you will find quick access to all the operations you can perform. You will also find the logout button here.


Updating Your Status

Status updates reflect your current activities when working, it is important to update your status wherever possible, as doing so provides the best picture of your current wellbeing, each status update also sends a GPS Report.
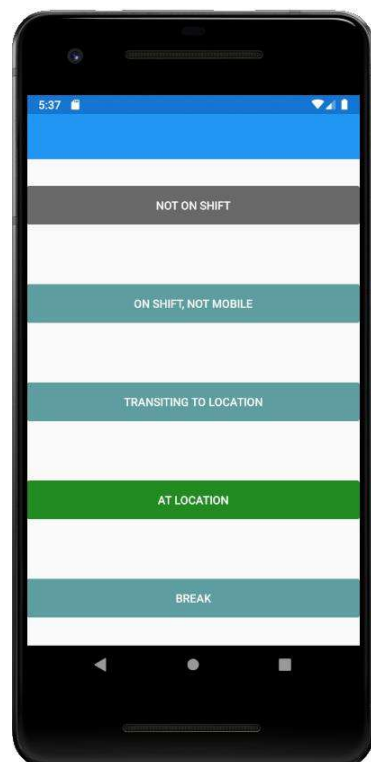
Note: For your privacy, when you are off duty, press the NOT ON SHIFT button.

Manually reporting your location

To manually report your location, press the 'Report Location' button on the homepage. This sends a GPS Report of your devices position to the system.
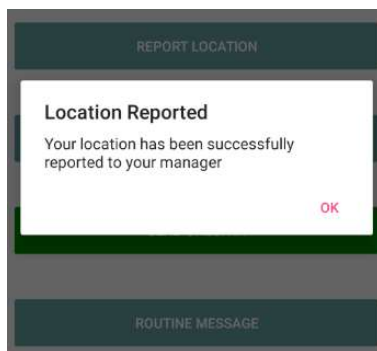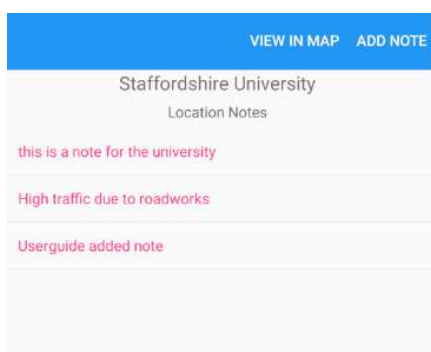

Viewing Location Details

There may be the requirement to view the details of a location prior to your attendance, to do so, select the 'Locations' option from the homepage. This will display a list of all system locations.
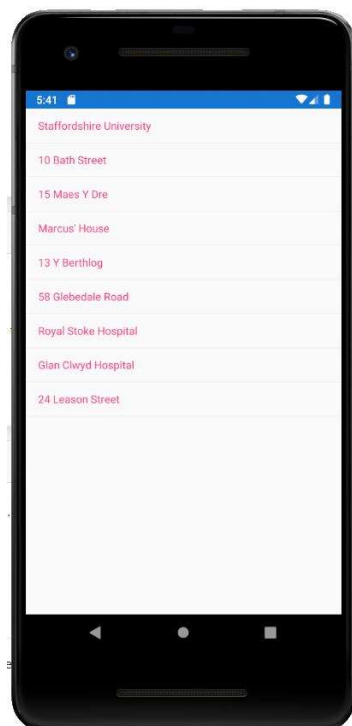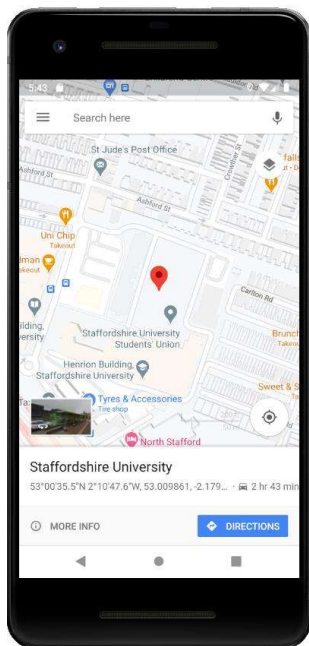

Select any of these locations to view its details. This will show the details screen and provide options for further operations.
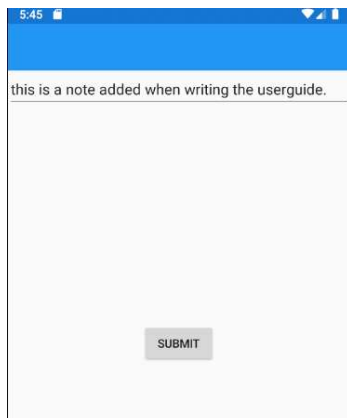
View in Map

Selecting the 'VIEW IN MAP' button will allow you to view the precise location that you have selected in your device's external maps application.
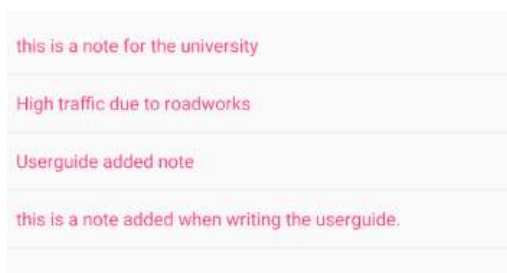

Adding a Location Note

To add a new note to a location, select the 'ADD NOTE' option from the toolbar. From there you can enter the note's content and press submit.

You will be returned to the main menu, wherein you can review the location with your submitted note.

Checking In

Sending a check in allows you to inform your assigned buddy that you are safe and monitoring your device. This is an alternative to a direct message as it takes a single button press. To do so, simply select the 'Send Check-in' option from the homepage.


If your manager has assigned a valid pairing for that day, your check-in will be forwarded to your buddy's messages, if not the following error will display:
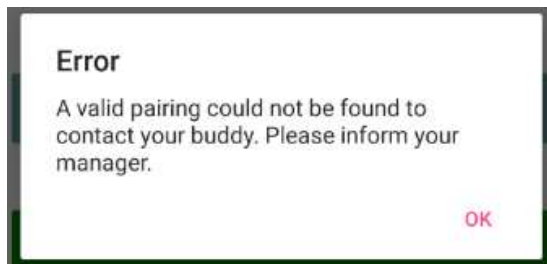
In this instance, a direct message may be appropriate if your manager has not assigned a buddy, however this should be rectified immediately.

After a pairing has been created, or if one was already present, pressing the button should result in the following notification.
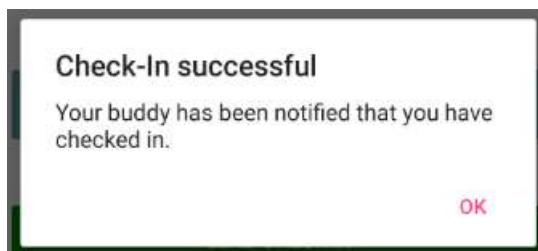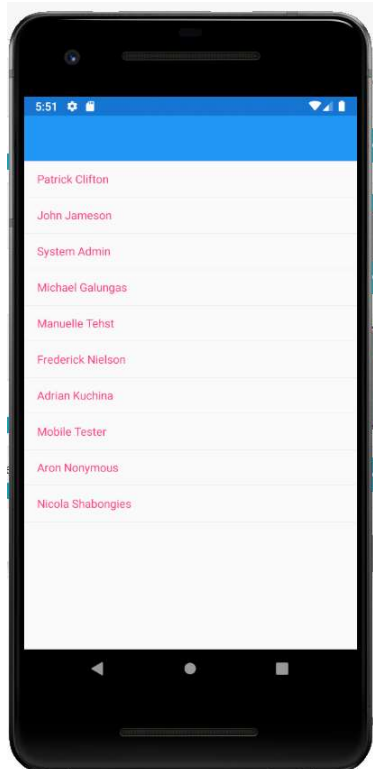

Sending a routine message

A routine message is designed to be a slow-time message that does not require an urgent response, this can be used to convey information or provide updates if you are unable to check-in. To send a message select the 'Routine Message' option from the home screen.
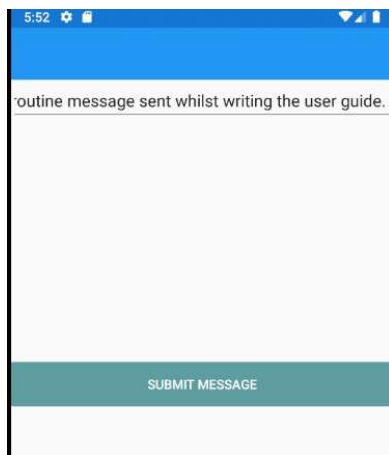
This will provide a list of all users within the system to send a message to.
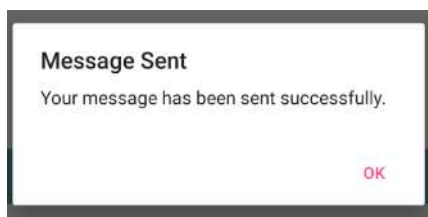

Note: You can send messages to yourself if you need to refer to information later.

Simply select the desired user from this list, enter your message content and press 'submit'.

You will receive the following notification.

The message will then display in the recipient's message centre.

Urgent Assistance

Requesting urgent assistance is for a time where you require the intervention of a manager immediately. To request urgent assistance, press the 'Urgent Assistance' button at the bottom of the home screen.

Pressing this button will perform the following actions:

- Add a message to your manager's message centre.
- Display a pop-up notification on the manager's screen every time the button is pressed.
- **If enabled**, send an email to your managers specified email address.

Important: If for any reason you do not have a manager assigned on the system, all managers will receive these notifications so that one of them may act on it.

Pressing the button will result in the following notification:
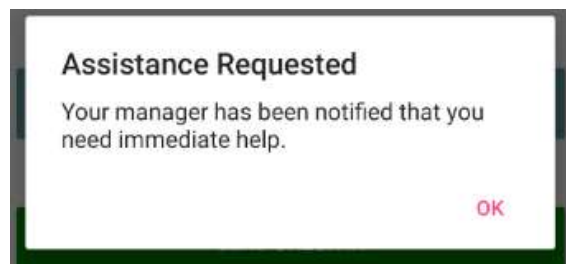
Which will result in the notification message on the web application:
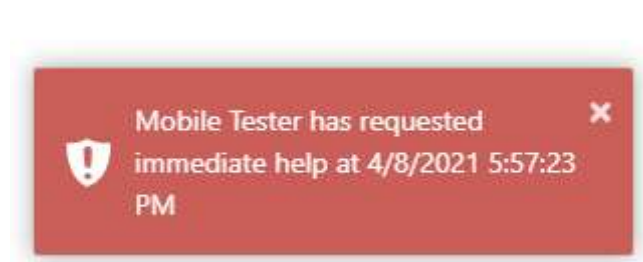
And **if enabled** the following email will be sent at the same time:

Appendix H – Application Ethics Framework

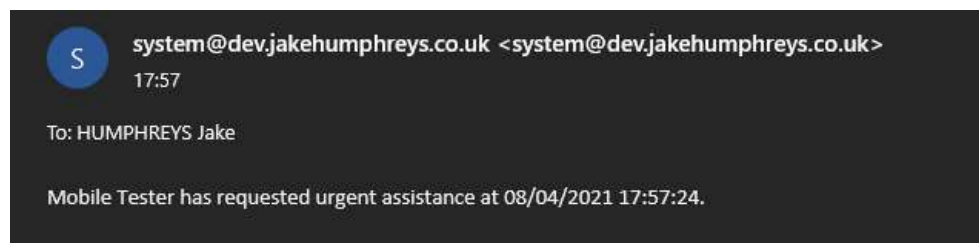| Privacy	
Question	**Comments**
"What location specific information should an individual be required to reveal to others?"	In this application a user will be required to submit their latitude and longitude to a degree of fine accuracy using their mobile device.
"What kind of surveillance can a parent use on a child?"	Not applicable for this application.
"What kind of surveillance can employers use on employees?"	In the United Kingdom employers have the right to monitor employees, however they must be informed beforehand, be 100% clear on the method of monitoring, expect to be challenged at any opportunity if the employee so chooses, and must comply with GDPR.
"Do police need a warrant to track a suspected criminal?"	In the United Kingdom to specifically place a tracking device on an individual, a proper legal process must take place. However, to monitor a suspected criminal's activity, no.
Accuracy	
Question	**Comments**
"Who is responsible for the authenticity, fidelity and accuracy of information collected?"	As this is a prototype artefact, nobody. However, in a real-world system a business would likely have a 'data controller' for GDPR, it is that individual who would monitor this data. The application itself doesn't adjust the GPS data input from the device sensors.
"Who is to be held accountable for errors in information, and how is the injured party compensated?"	Errors in information related to this application would come from two sources: Incorrect information entered by a manager, or a failure in device sensors. As such it is important all data is entered correctly and all devices function as intended.
"Is GPS an appropriate tracking technology for dementia wandering?"	Not applicable for this application.
"How can we ensure that errors in databases, data transmissions and data processing are accidental and not intentional?"	This application prevents editing of an employee's location data.
Property	
Question	**Comments**
"Who owns information?"	GDPR is to be always respected.
"What are the just and fair prices for exchange?"	Data produced by this application is at no point salable or open to exchange. All data within the prototype artefact is test data only.
Accessibility	
Question	**Comments**
"Who is allowed to access GPS tracking services?"	Only administrators and team managers of the specific individual can access the tracking data.
"How much should be charged for permitting accessibility to information?"	At no point is the data produced by this application intended to be sold.