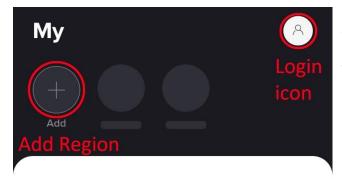
- For proximity messages to be triggered and delivered to your phone, please enable Notifications. This can be done by opening the phone's Settings menu > Apps > Proxity > Permissions > Notifications > Select the "Show Notifications" option.
- In order to receive messages for automatically located activities, allow the Proxity app to use your location all the time, you can go to the phone's Settings menu > Apps > Proxity > Permissions > Location > Select the "Allow all the time" option to enable the application to determine your location in relation to any nearby RTLS devices.
- It is also required to have Bluetooth enabled on the device, to do that you can open Settings > Connections > Tap the Bluetooth slider to enable Bluetooth functionality.

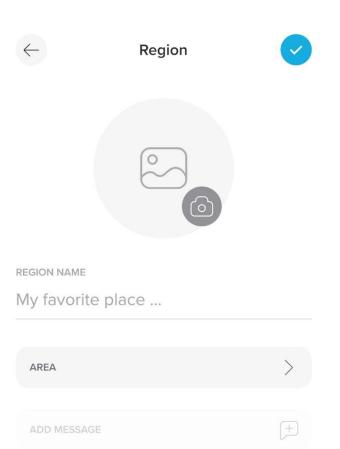


- When not logged in the application a user can receive content on the phone through the app, however in order to create and deliver content, and to have it saved, it is required to log into the application. This can be done by going to the **My** tab > tapping on the top right-hand corner icon and selecting to log in via a Google Account.
- Once logged in you can go to the "**My**" section and tap on the "+" symbol to create your first region. Your region's settings are where you define your "profile" and content delivery area the area where your proximity content will be delivered to users.

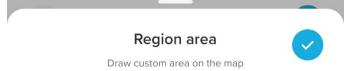


Add your first region
Region is the area in which users will
receive your messages

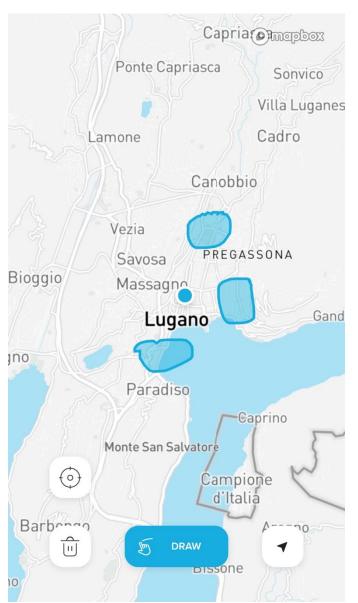


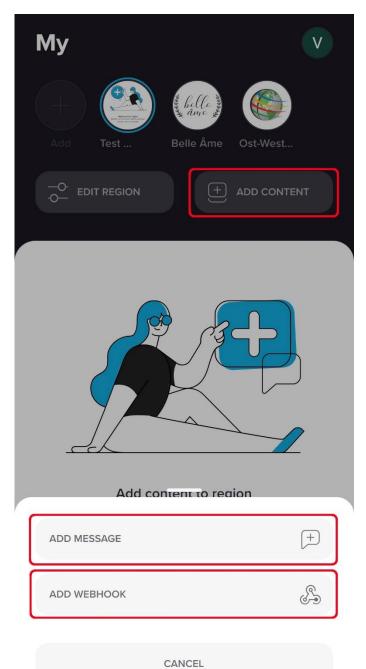


• Tap on the camera icon to add a picture, then name your region in the section lower, and finally tap on the Area button to define the content delivery area



• You can tap "Draw" to start drawing the delivery area(s) – multiple areas of action can be drawn. Once the area(s) is defined tap "Finish" and then the blue checkmark in the upper right corner.





• Once the region is successfully created you can tap on it and add a webhook and/or message to it by tapping: "Add content" > "Add webhook"

OR

"Add content" > "Add message"



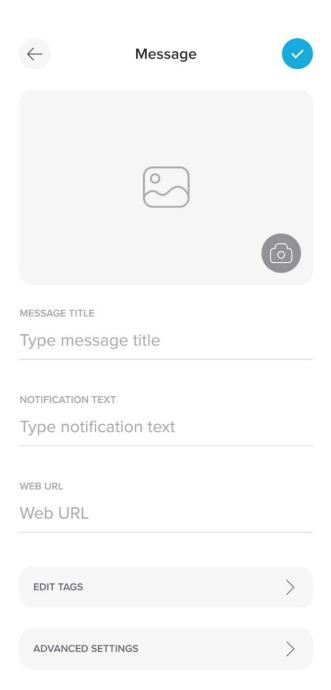
60

Webhook

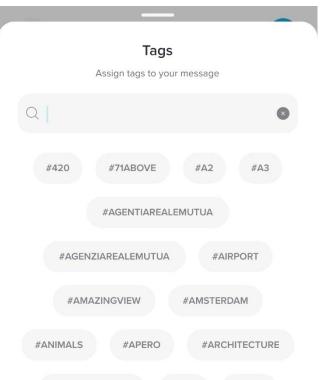


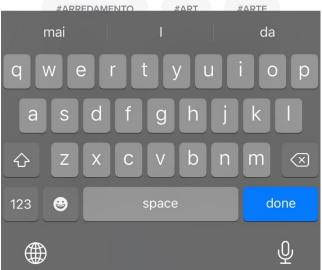
• Insert the required information in their respective fields and tap on the blue checkmark to accept and set up the webhook

WEBHOOK LABEL
Webhook label
ENDPOINT
Webhook endpoint
DATA
Arbitrary data in text form
TIMEOUT

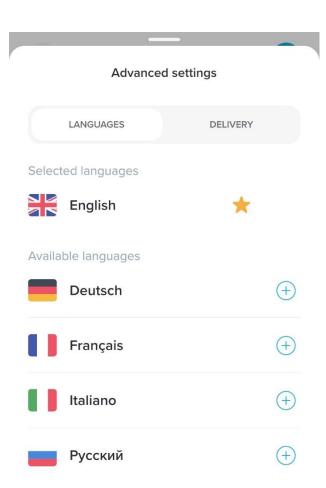


- 1) Select an image for your message
- 2) Type a message title
- 3) Type the text of your message
- 4) Add a URL (optional)
- 5) Add tags to your message

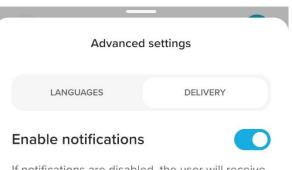




• It is required to assign some hashtags to your message, a minimum of 1 tag and a maximum of 5 tags. To do that, tap the "Edit tag" button and then you can either tap on the existing tags to select them or type in the search bar your required tag and tap on it to have it added. Tap again on it to remove it.



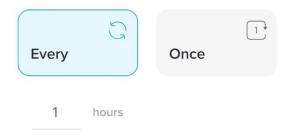
• In advanced settings you can select the primary delivery language of the message, and add additional languages if you would want to deliver your message in multiple languages. This would involve you typing out the content of the message in the various languages selected. The message will automatically be delivered to the user's phone in the language that corresponds to the phone's set language. If unavailable in that language it will be delivered in the language selected as default.



If notifications are disabled, the user will receive a message only by opening the application.

Repeat

Specify how often your message will notify users. But don't misuse frequent notifications.



• Also, in advanced settings you can set delivery settings, where you can set delivery to be repeated with a particular frequency, measured in hours, or to be delivered just once.