



Quick Guide to Using the SpotOnResponse Mobile App and Web Application for SABER Business Status

1. First get your username/password and download the mobile app

Allow GPS or Location Services and Popups when asked

- Go to <https://app.SpotOnResponse.com> and enter un/pw or ...
- [Click here to register for access](#) and enter Project Code to register.
- Search for SpotOnResponse at the Apple® App Store to install the mobile app.
- Search for SpotOnResponse at the Google® Play Store to install the mobile app.

2. Two Ways to Use SpotOnResponse: Mobile App and Web Browser



SpotReport for instant status and observations ...
MyIOI saves key information to your device ...
MyStatus reports personal and business status ...

StatusMap on the app and web browser gives you location-based situational awareness in the field and in an operations center.

3. View Situational Awareness from StatusMap Icons



Zoom map with +/- or fingers ...

Touch or click an icon to see a popup summary ...

On some items, you may click on Details and Directions ...

See Details and use tabs for Updates.



4. Report a Store Closed from the Parking Lot with No Advance Preparation

Touch SpotReport and the location is marked by your GPS ...

Touch Closed or Limited to automatically add the status to your company name ...

Type or dictate a description of the problem ...

Touch Submit to share with headquarters and SABER members everywhere.

5. Submit a Business Status Problem Report with No Advance Preparation

Touch StatusMap then touch the Green Plus button and the location is marked by your GPS ...

Touch Business Status ...

Tabs lead you through the SABER business status report ...

Use the dropdown, checkboxes, radio buttons, and text fields to describe the problem, then Save.



6. Report Status for Many Stores Around Your District or State with No Advance Preparation

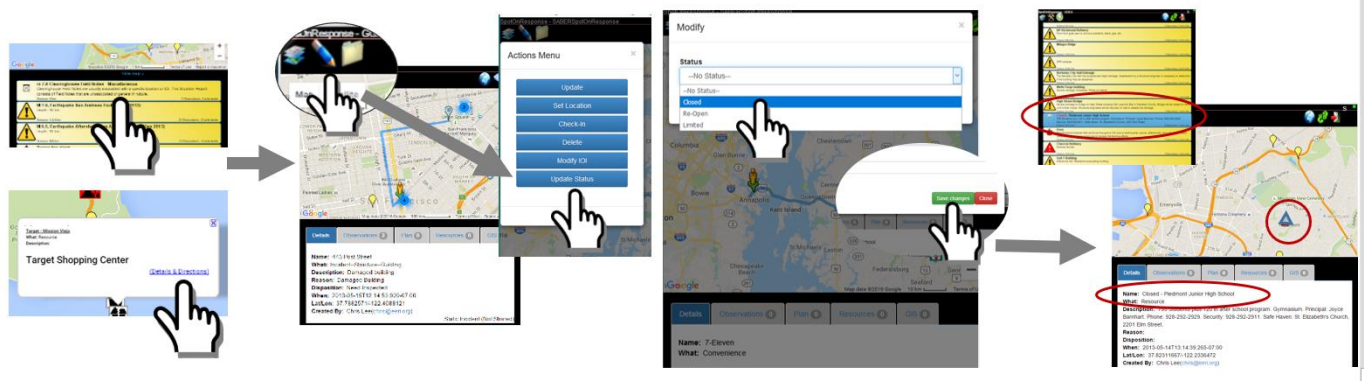


Touch StatusMap then touch the Tools Menu button to Set Location of the store ...

Touch the map ... Look Up an address ... enter latitude and longitude ... then touch Set Location ...

You return to the main map and can then touch the Green Plus to create your Business Status report.

7. Add Stores in Advance to Update Status for State BEOC Members or Many Company Stores



When added as part of your private sector business preparedness, use the yellow list or touch icons on the map to get pop-up Details and Directions ...

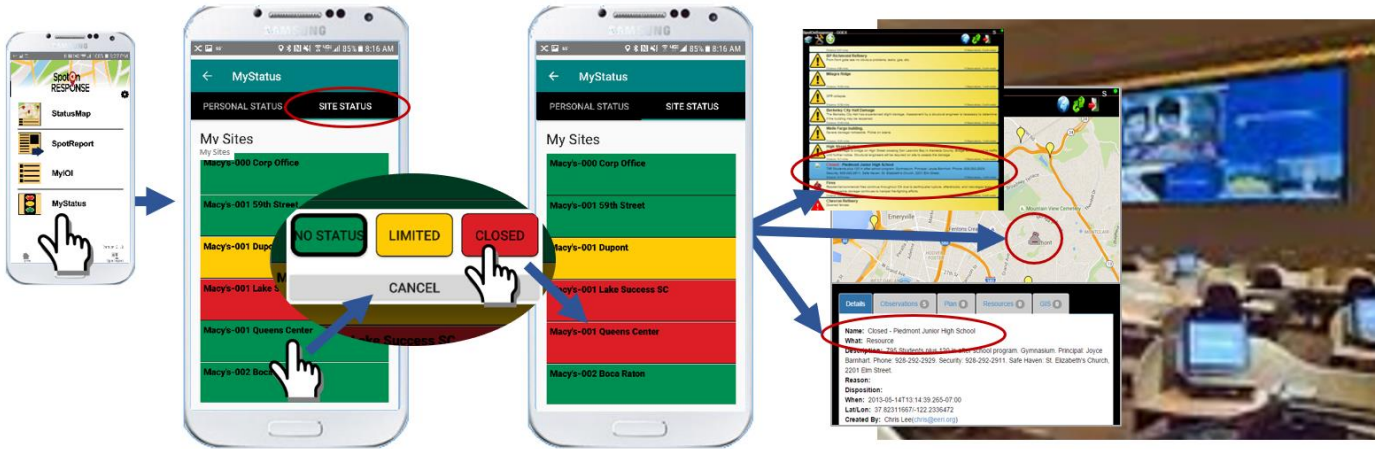
The details about the location appear and the pencil icon leads you to the Update Status button ...

Pick your status from the dropdown and Save Changes ...

The store status appears on the details, on the yellow list, and as a changed color icon on the map.

SpotOn RESPONSE

8. Subscribe to SABER to Make Status Changes Easy from the Mobile App

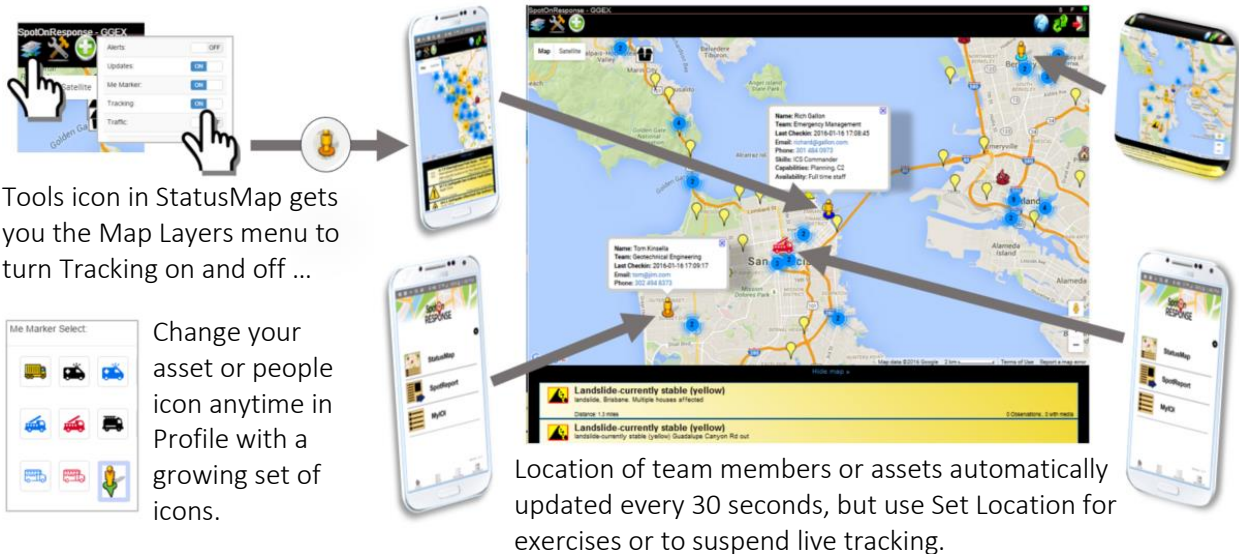


Touch MyStatus and Site Status to see businesses you have added as part of your private sector business preparedness program ...

Touch any business and change the status by touching Limited or Closed ...

The store status is shared through SABER to appear on the details, on the yellow list, and as a changed color icon on the map on SpotOnResponse and to ArcGIS Online®, WebEOC®, Google Earth®, and other popular emergency management software.

9. BONUS: Track the Location of Staff, Volunteers, Utilities, Contractors, CERT



Tools icon in StatusMap gets you the Map Layers menu to turn Tracking on and off ...

Change your asset or people icon anytime in Profile with a growing set of icons.

Location of team members or assets automatically updated every 30 seconds, but use Set Location for exercises or to suspend live tracking.

Remember, SpotReports ALWAYS use GPS, so after using Set Location, turn GPS ON to get in sync. Always agree to Enable GPS or Location Services whenever asked.

1. **Use Alone or Integrated with Other Software:** Remember, SpotOnResponse integrates with Google Earth®, WebEOC®, ArcGIS Online® and other popular emergency management software through XchangeCore Web Service Data Orchestration hosted by SpotOnResponse.
2. **Tell Us What You Think:** To learn more or share comments and experiences, please email us at info@SpotOnResponse.com.