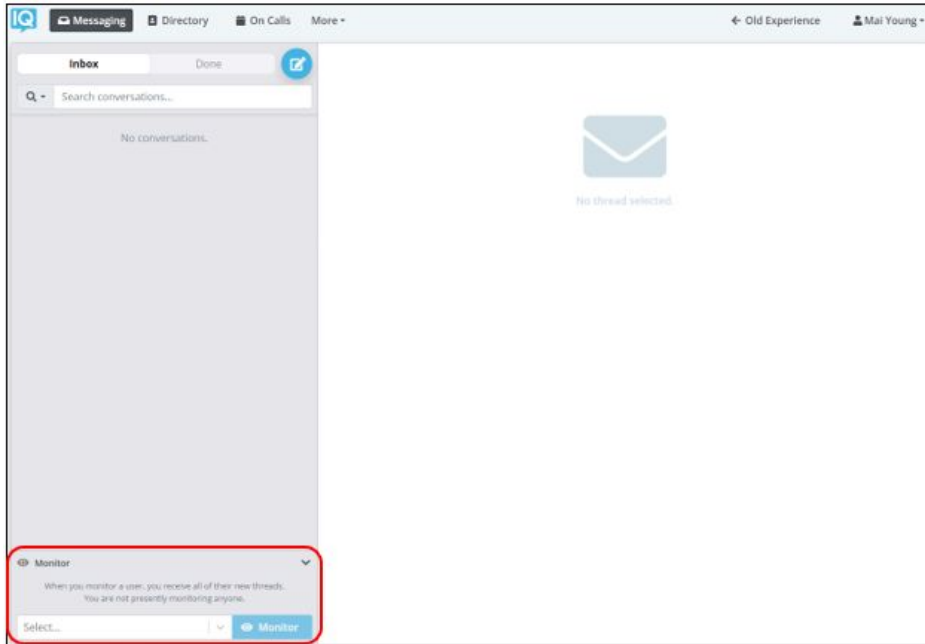


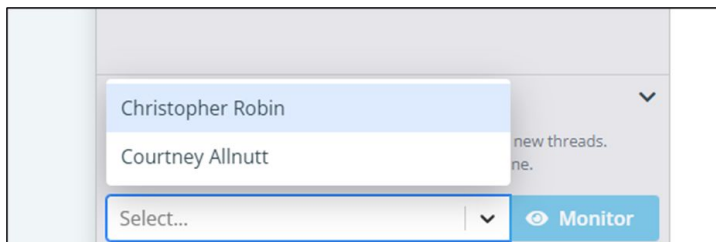
How a User turns on Monitoring

A user with monitoring permissions selects “Messages” from the top menu bar

1. The user then expands the monitoring section

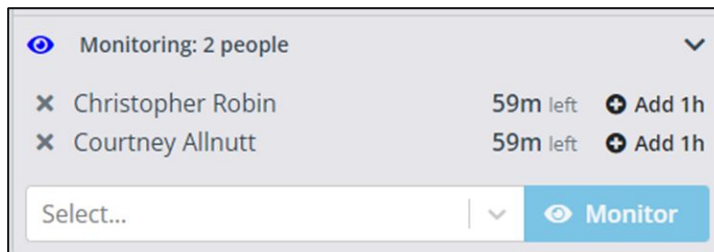


2. The user will select the user they wish to monitor from the dropdown
 - a. Repeat to monitor up to 5 users simultaneously.

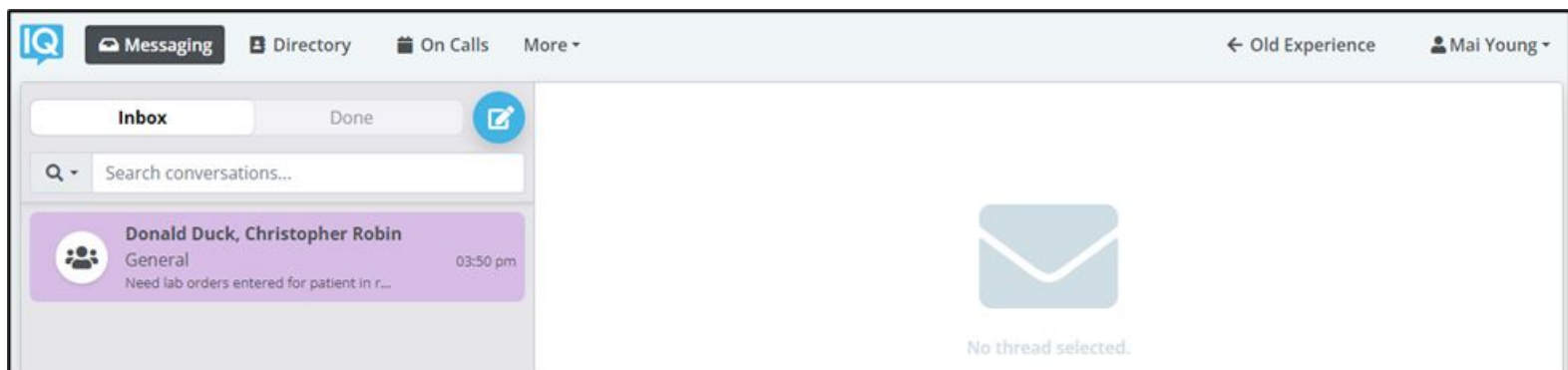


How a User turns on Monitoring *continued*

3. The user will then click on “Monitor” to start monitoring
 - a. The system automatically sets the timer to 1 hour. Click “+Add 1h” next to the monitored user’s name to extend the time.
 - b. To end the monitoring prior to the set time, click the ‘x’ to the left of the monitored user’s name.



4. A purple background will be displayed on all messages received as a monitor



Notifying the Observed User of Monitoring

1. The user being observed will receive a push notification identifying who is monitoring them and the set end time.
2. Within the mobile application, the observed user can access the Menu and see who is monitoring them.
3. To end monitoring, the observed user can click on “Monitoring” from the Menu and end monitoring.

