

Scheduling System – HCP Functions

Reporting

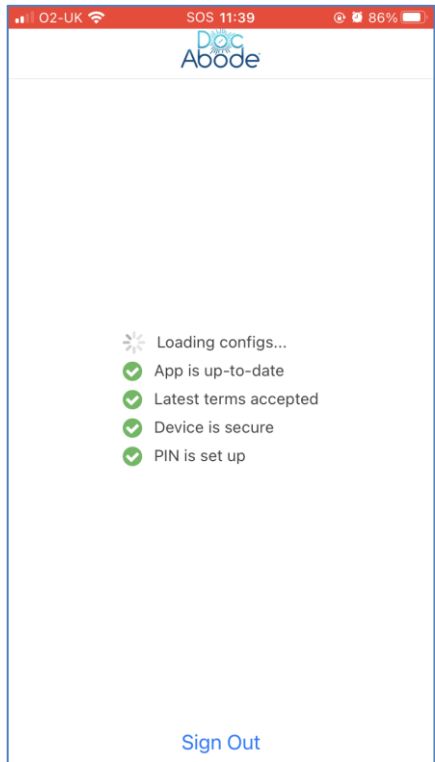
This document describes how to view visit timings for completed visits.

Please note that the HCP application is developed for Android and Apple phones only.

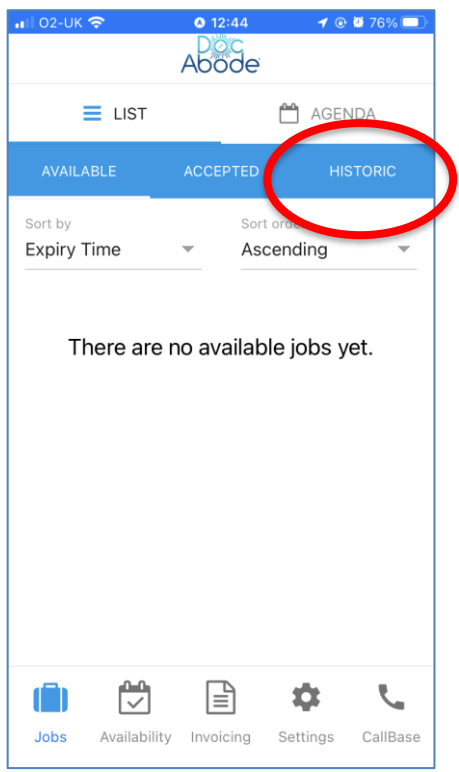
1. Select the app from the smartphone. When the app was installed the username and password will have been stored so there is no need for any login credentials to be entered in day-to-day use



The app will take a very short while to start up

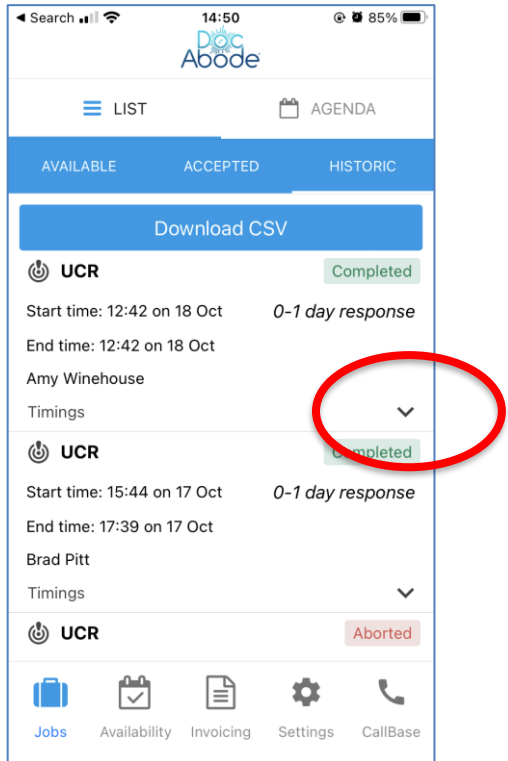


2. Once loaded, the following screen will be displayed

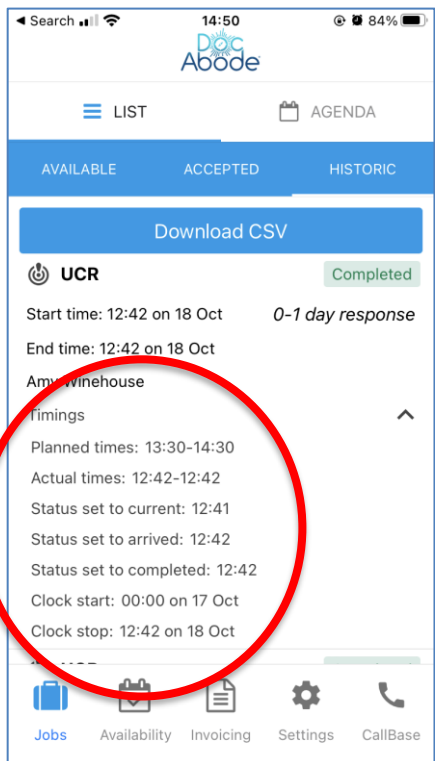


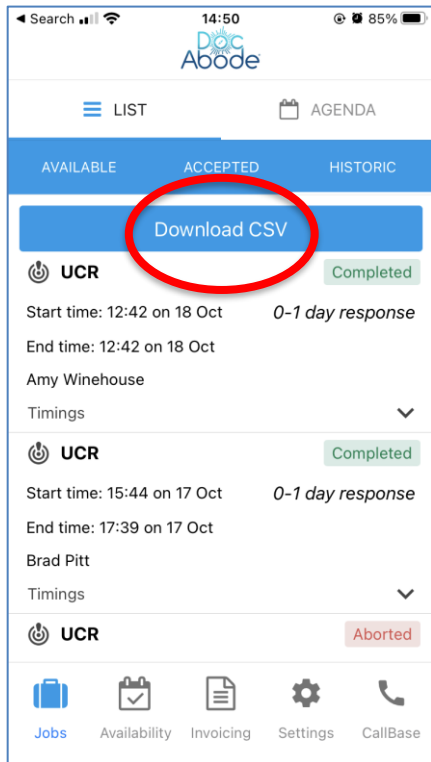
When the user selects the *HISTORIC* option in the list view, circles above, completed jobs are displayed.

Next to Timings is an arrow



The arrow next to Timings can be toggled to expand and show all visit timings.





Visit timings can also be exported, by pressing the *Download CSV* button.

This brings up a browser window similar to the one shown below

