



# How To Use Mobile Forms in allGeo



## SETTING UP FORM



### CREATE YOUR ACCOUNT

Log in using your account information



### SETUP YOUR FORM

Upload an HTML form or use allGeo wizard to create one



### FIELD VALIDATION

Forms can consist of rich data fields with validation (via JavaScript)



### EXCEPTIONS RULES & ALERTS

Setup allGeo workflows to monitor Form data and trigger alerts based on field events

## DISTRIBUTING FORMS



### SETUP PHONES & APP

Add employee phone numbers and install the allGeo app on their phone



### SETUP EMPLOYEE GROUPS

Group Employees & assign forms to respective groups (default: all employees see all forms)



## USING FORMS



### DAILY OPERATIONS

Employees can record field data via their app throughout their day.

Every upload is geotagged with job site information.

## REPORTS, ANALYTICS & ALERTS



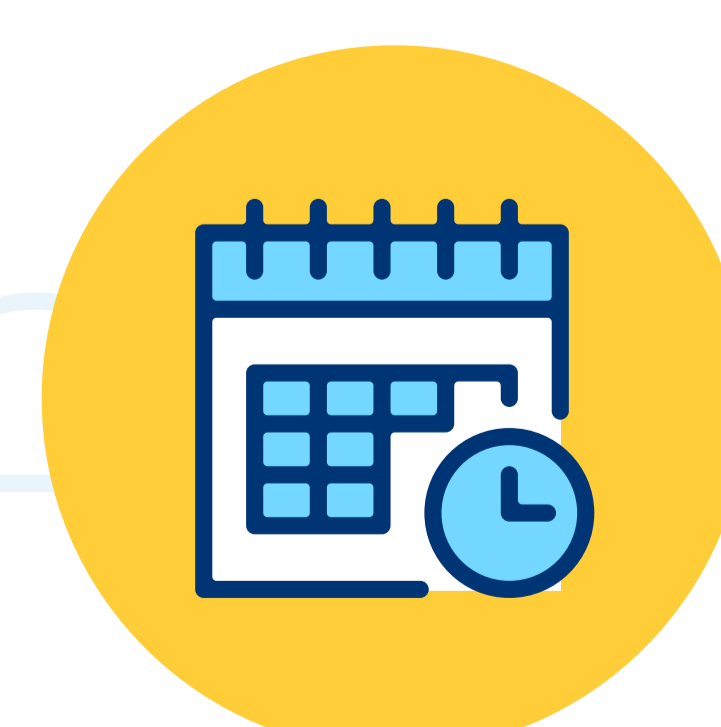
### REAL-TIME ALERTS

Trigger alerts (sms, email, phone call) based on field form data captured by mobile employees e.g. if boiler temperature above 100deg, send alert to helpdesk



### REPORTING FORMAT & INTEGRATION

Generate custom reports & easily export data to business systems using API, EDI, CSV files



### SCHEDULED REPORTS

Set up scheduled summary of events on a daily, weekly, or monthly basis