

2.2 Creating Alarms in the App



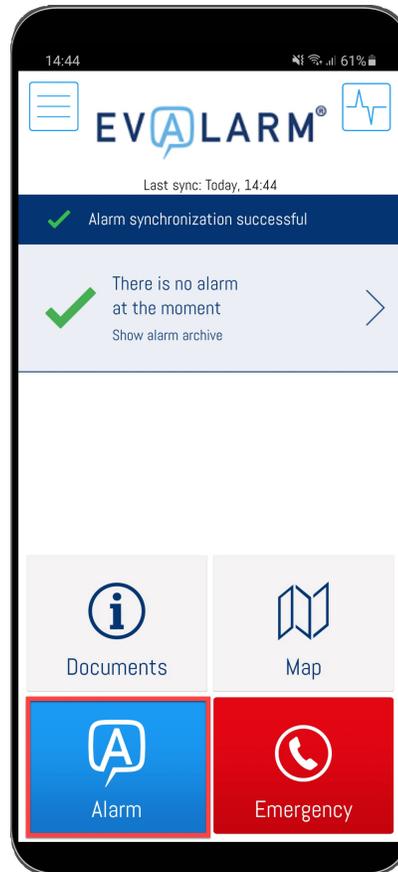
Aside from automated alerts, with EVALARM you can also manually create in the **cockpit** using the app.

The permissions for this purpose can be individually chosen by **user role or group** and type of alert.

A new alarm can be triggered in the app from the home screen using the **alarm button**.

The alerting takes place in **five steps**:

1. **Trigger alarm**
2. **Choose alarm level**
3. **Choose alarm location**
4. **Add additional information**
5. **Check summary and send**



In the **first step**, select the type of alarm.

The alert type determines which functions are triggered by EVALARM.

SOS alarm, building evacuation and **info alarm** are **special features**.

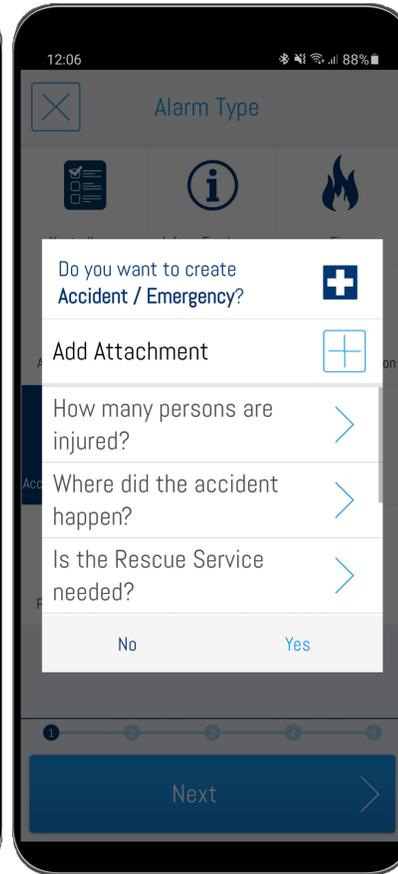
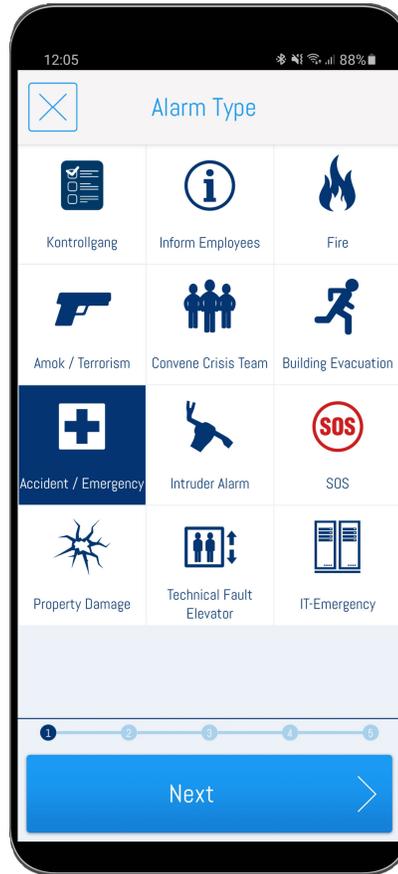
 You also have the option to start a **"Quick alarm"** immediately.

To do this, press and hold the desired alarm symbol and confirm with "Yes" to start an alarm directly.

As with triggering a standard alarm, you have the option of adding attachments or filling up the additional questions,



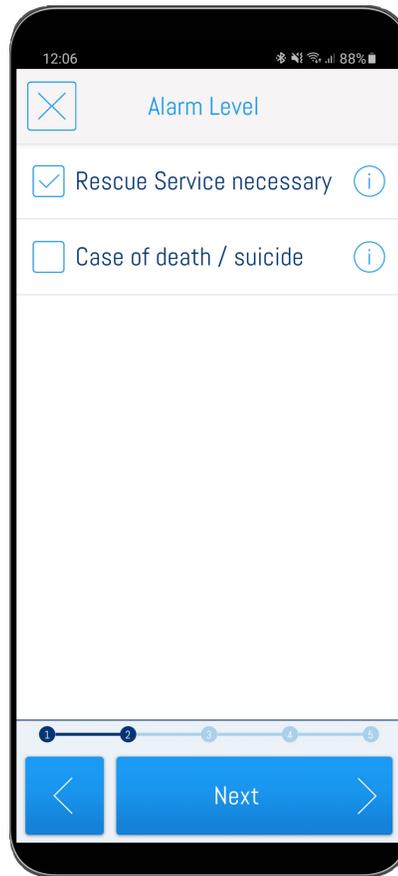
The alarm type "Building Evacuation" cannot be started with the "Quick alarm" function. To start building Evacuation, you must first select the building sector.



In the **second step**, you can select none, one or more **alarm levels**.

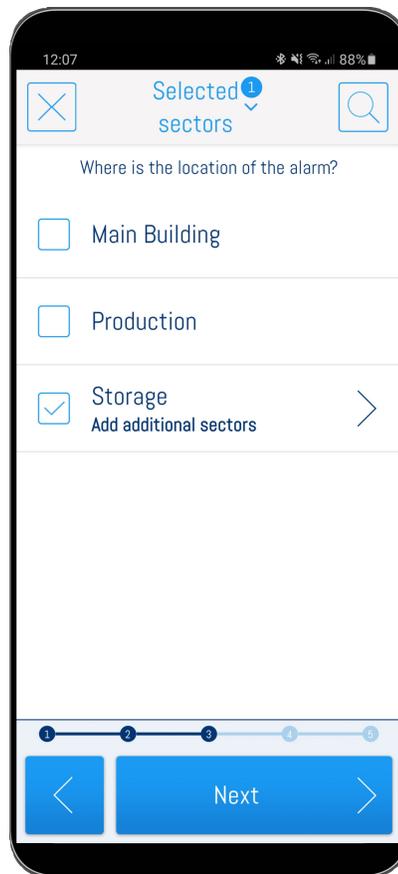
The alert levels are individually adjustable and can be (de-)escalated at any time during the alert in order to ensure relevance.

Each alarm level can be individually assigned to different workflows. This is useful when, for example, new users (groups) are to be informed depending on the escalation level.



In the **third step** you can choose the **locations** that are affected by the alert.

This selection is made according to the saved hierarchy of the **building structure**. First, select the building sector and then, if necessary, the alert or room sector.



In the **fourth step**, you can add **additional information**.

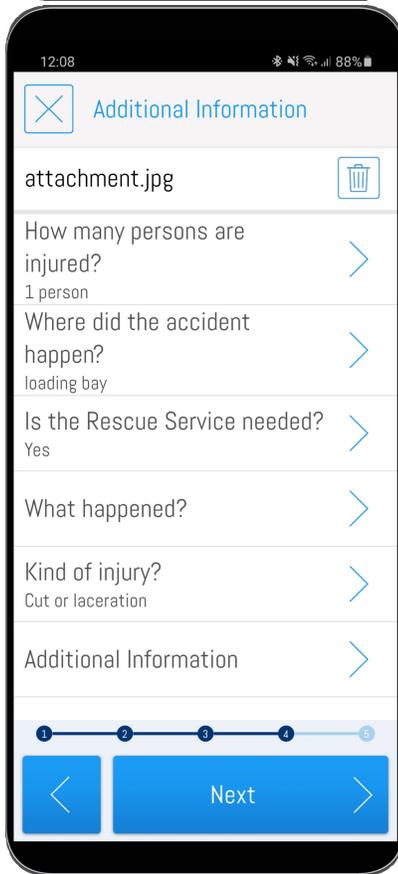
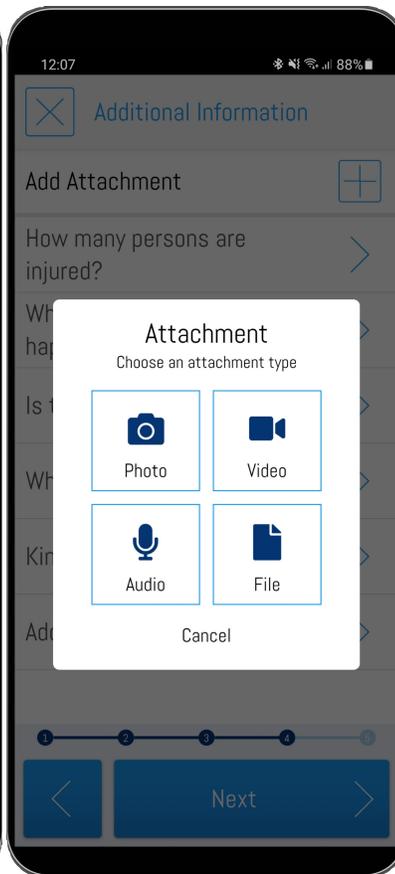
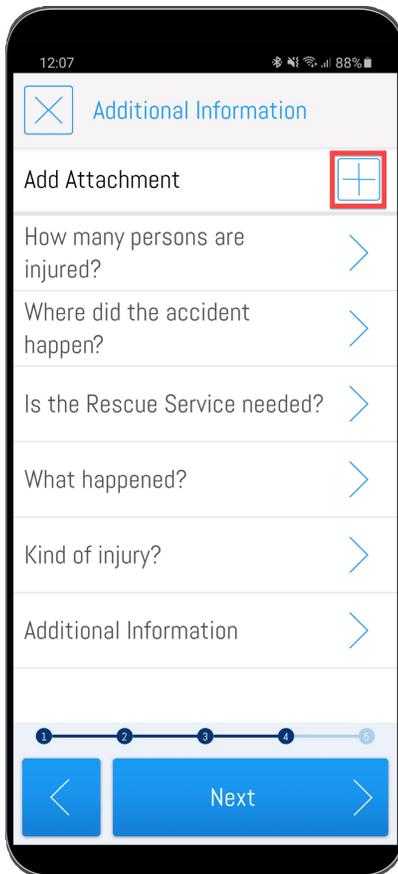
To simplify this process, it is possible to configure individual question catalogs with predefined answers.

You can easily add attachments with the "Plus" symbol in the upper right corner before the alarm is generated.

You can also delete the attachments with the "Delete" symbol.

Attachments can be uploaded in various file formats.

You can also create an attachment in the form of a video or a voice message and add it to the alarm.



Finally, you have again the opportunity to review all the information before **send ing** the **alert**.

