



SPOT X PERSONAL SAFETY DEVICE USER GUIDE



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OVERVIEW

The SPOT X provides 2-way satellite standard/predefined messaging, SOS alerting and tracking all with the push of a button. The SPOT X should be used in outdoor environments with the antenna facing towards the sky for best possible results from the device.

WHAT'S IN THE BOX?

When you receive your SPOT X device, you should find the following items:

1. SPOT X device
2. USB charger
3. A Carabiner Hook
4. User guide

If you are missing any of the above, please contact Customer Support on 0800 990 356 Monday – Friday, 9am – 5.30pm.

DISCLAIMER

It is important that you follow the instructions in this guide carefully. Peoplesafe cannot be held liable for non-performance of your SPOT X device or the Alarm Receiving Centre and any ensuing consequences, if you do not follow proper usage and maintenance procedures.

Deliberate false alarms or hoax activations are in breach of the Terms & Conditions and can result in termination of the service.

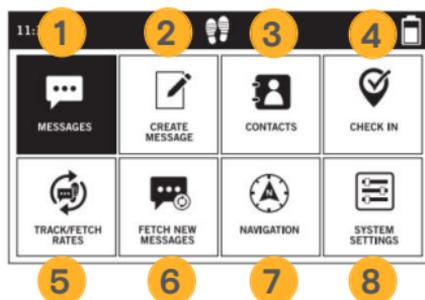
SPOT X DEVICE

The following information should be read and understood before using your SPOT X personal safety device.



- | | |
|----------------------------|--------------------|
| 1. Power/ Backlight button | 6. Select button |
| 2. Power Indicator | 7. Tracking button |
| 3. Display Screen | 8. Back button |
| 4. SOS button | 9. QWERTY keyboard |
| 5. Track pad | 10. Charging port |

THE SPOT X MENU SCREEN



1. Opens messages screen
2. Creates new message
3. Opens contacts
4. Sends check-in message
5. Track & Fetch intervals screen
6. Fetches new messages
7. Opens navigation screen
8. Opens system settings

STATUS & MENU DISPLAY ICONS

STATUS BAR

-  Battery Strength
-  Low Battery
-  Battery Charging

-  GPS Signal Available
-  GPS Signal Unavailable

-  Sync Required

-  Sending a Message
-  New Received Messages
-  Fetching New Messages
-  Pending Queued Messages
-  Sending Check In Message

-  **S.O.S.** SOS Active
-  Social Tracking Active
-  Tracking Active
-  Suspended Tracking

MENU DISPLAY

-  Create New Message
-  Send Message
-  Reply to Message
-  Predefined Messages

-  Contact List
-  Create New Contact

-  Include Elevation with Message
-  Include GPS Coordinates with Message
-  Create New Waypoint
-  Navigate to Location

-  Delete
-  Save
-  Back

-  Message Sent
-  Message Failed
-  Message Sent to Queue
-  Message Sent - Delivery Unconfirmed

GETTING STARTED

It is essential that you complete the following four step process in order to be able to use your SPOT X device.

ENTER YOUR ACCOUNT DETAILS

Using your customer login details which were included in your welcome email, please access the Peoplesafe Portal via the website – <https://portal.peoplesafe.co.uk> and login with your username and password. Complete all the necessary Account and User details. If the Peoplesafe Portal is managed by your organisation's Administrator, please contact them regarding your user details on the Peoplesafe Portal.

Instructions should include emergency contact numbers for people who are to be informed in the event of an emergency. Before entering these instructions, ensure that all contacts are aware and are willing to be contacted 24 hours a day to help in an emergency.

It is also useful to include your own mobile phone number, as the Peoplesafe Controllers may need to contact you directly in an incident.

It is important that the information on the Peoplesafe Portal is kept up to date at all times.

All personal information is fully protected and stored in such a way that Peoplesafe Controllers at the Alarm Receiving Centre have no access, until the alarm is activated.

CHARGING THE SPOT X

You must fully charge the battery before using the device for the first time. Plug the charger into the SPOT X's charging port only using the equipment supplied by Peoplesafe. Please do not use excess force when plugging the charger into the charging port as this may damage the connection.

SWITCHING THE SPOT X ON AND OFF

To power the device on, press the power button on the right hand side. If the Power LED is blinking green, the battery power is above 20%. If the Power LED is blinking red, the battery power is below 20%.

To switch the device off, press and hold the power button for 3 seconds and then select the option to confirm switch off on the prompt provided on-screen.

ACQUIRE GPS SIGNAL

Once your SPOT X has been fully charged, it will automatically search for a GPS signal. To ensure it has acquired a GPS signal, unplug the device from the charger and if it is not already switched on, turn it on by pressing the power button.

Standing outside, hold the SPOT X where it has a clear and unobstructed* view of the sky. The device will scan for GPS satellites to obtain its current position, which may take several minutes the first time you activate the device.

* Possible obstructions that may hinder the device from connecting to GPS satellites include: at the bottom of a handbag, indoors, in tunnels and in narrow alleys between tall buildings.

HOW TO USE YOUR DEVICE

CREATING, EXTENDING & CANCELLING ACTIVITY NOTES

Due to the SPOT X being a satellite device, it may take 10 minutes for the message to reach our system and longer than 10 minutes for the SPOT X to receive the response. The activity is only created once the message reaches our system.

If you fail to cancel or extend your activity before it expires, a notification will be sent to the ARC and an alarm will be raised.

Extending activities will require you to send another message. You can send an 'Extend' message to do this. Likewise, sending a new activity message, when an activity is already open, will extend the current activity. Sending an 'Extend' message when there is no open activity will create an activity.

Extend an activity at least 15 minutes before the activity is due to expire to ensure the message reaches our system before this time.

CREATING AN ACTIVITY

PREDEFINED

- 1) Select Messages
- 2) Select Predefined
- 3) Choose the desired activity length
- 4) In contacts, select Log Activity Line
- 5) Send the message

When selecting the activity length, you will need to choose your desired length in minutes.

For example, if your planned activity time is 60 minutes, you will need to select the message:

Activity, 60, creating a 60 minute activity

When extending your activity, you will need to select the message:

Extend, 60, extending my activity by 60 minutes

CUSTOM

- 1) Select Messages
- 2) Select the 'Create new Message' Icon
- 3) Select Log Activity Line in the 'To' section
- 4) Move to message and type your desired message
- 5) Send the message

For activities where a description is key, or where the duration isn't standard, you will need to send a message to the Log Activity Line in the following format:

Activity, Duration (in minutes), Description

For Example:

Activity, 95, Going to visit customer about overgrown fence

To Extend an activity use:

Extend, Duration (in minutes), Description

For Example:

Extend, 120, Extending the activity by 2 hours because of bad weather

CANCELLING AN ACTIVITY PREDEFINED

- 1) Select Messages
- 2) Select Predefined
- 3) Select Cancel
- 4) In contacts select Log Activity Line
- 5) Send the message

SOS ALARMS

Raising an SOS alarm on the SPOT X can be done in two ways. Either by using the predefined 999 message or by removing the flap on SOS panel pressing and holding the SOS button for 4 seconds.

VIA SOS ALARM BUTTON

If the alarm is raised via the SOS button, it will put the device into SOS mode resulting in the device sending a SOS message to the ARC. The ARC controller will escalate appropriately. Whilst in SOS mode, the device will continue to update it's position every 2.5 minutes until cancelled. Whilst the device is in SOS mode it will present the screen shown on the right. **DO NOT TEXT GEOS.**

Once you feel safe or the alarm has been confirmed, please press cancel SOS . This will lead you to a new screen. The SPOT will leave the SOS mode after sending a Cancel SOS message, this message may take several minutes depending on signal strength.



Note: Cancelling an SOS will not prevent the SOS from being sent to our ARC. In order to close down the alarm, you will need to confirm to our ARC that you are safe.

VIA 999 MESSAGE TO LOG ACTIVITY LINE

This will take slightly longer to reach the ARC but will allow the SPOT X to function normally once it reaches the ARC.

Simply select 999 from the list of Predefined messages and send to the Log Activity Line.

TRACKING

To enable Tracking simply press and hold the footprint button and the device will attempt to send a tracking position every 10 minutes for 24 hours.

The Tracking settings can be changed to track less often in the Tracking menu.

THINGS TO REMEMBER:

- Fully complete the Peoplesafe Portal online with all account and user details.
- Ensure the device is fully charged before use.
- Do not use excess force when plugging the charger into the USB port.
- Ensure the device acquires a GPS signal every time it is powered on.
- Ensure the device is carried with the user at all times.

If you have any queries about the use of your SPOT X device, please contact Customer Support – our contact details can be found on page 2.

OPERATING CONDITIONS

Never attempt to disassemble your Device; this will invalidate the product warranty and may prevent the device from functioning correctly during an emergency alarm. You alone are responsible for how you use your Device and any consequences of its use.

Please bear in mind the following with regards to the care and usage of your device:

- Operating temperatures: 0°C to 60°C (32 F to 140 F)
- The device is not waterproof. Do not use your Device in damp areas and protect it from liquids and other moisture. A waterproof pouch accessory is available to purchase separately, if required.

EU Compliance Statement Peoplesafe Ltd. hereby declares that this device is in compliance with the essential requirements and other relevant provisions R&TTE, Directive 1999/5/EC.

CE0700





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