

Mobile App Home Page Icons

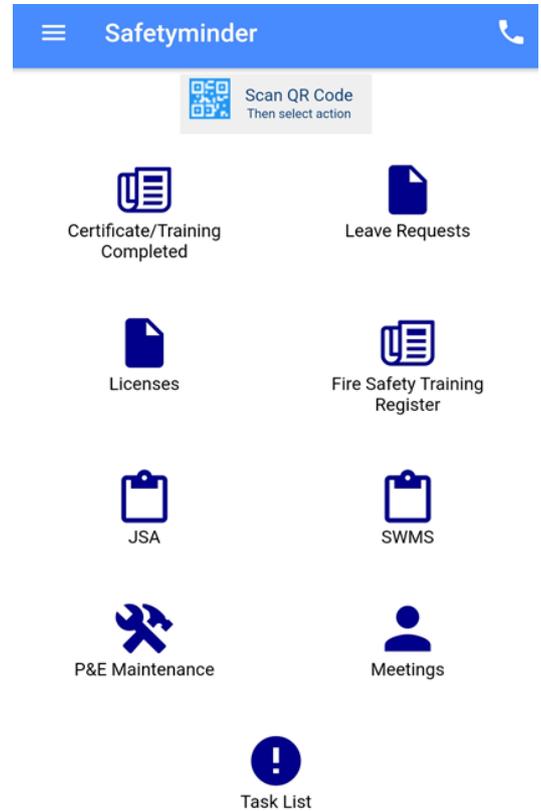
Mobile / Settings / Home Page Short Cuts

There is a new option to have short cut icons on the mobile app home screen.

These can be found from the Main Menu under Settings.

See the Knowledge Base article below for full details:

[Home Page Short Cut Icons - Safetyminder](#)

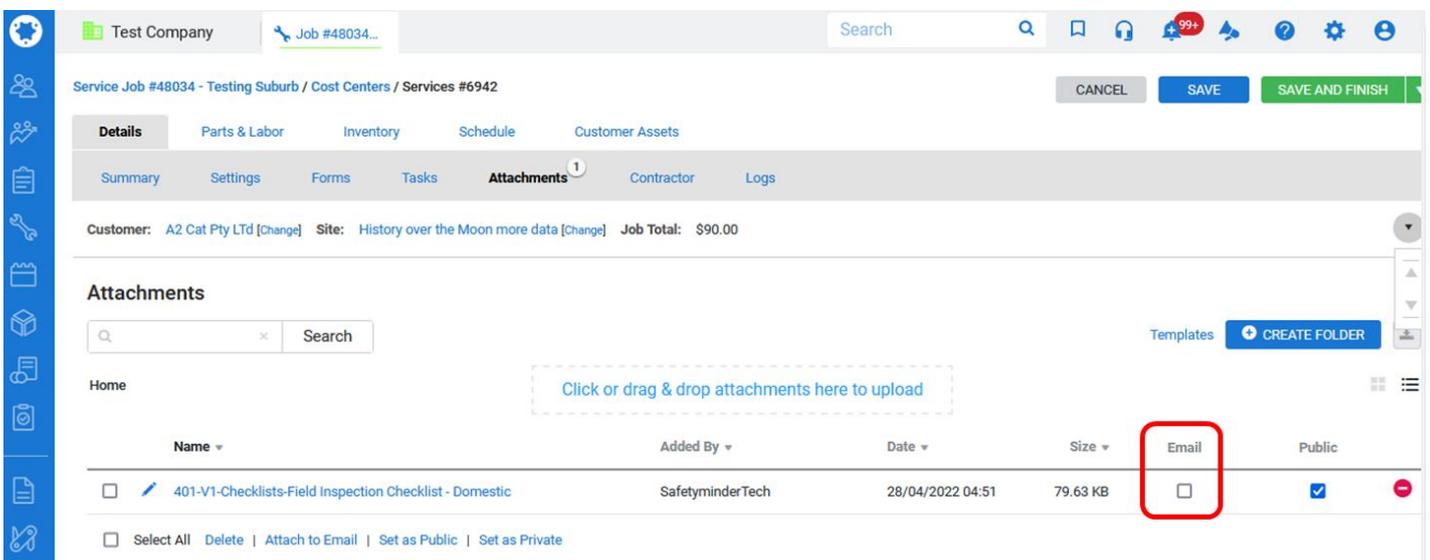


General – simPRO Update

There is a new option regarding the email tick box in simPRO, this relates to signed off Job Docs that are sent back to simPRO as attachments. The default is now set to “unticked”.

If you wish to have this changed please contact us at support@safetyminder.co.

This relates to sending customer emails in simPRO e.g. when invoicing them, if the box is ticked then the documents are automatically attached and have to be manually deselected.



General – SmartForms SAVE ERROR

If you get a red **Error in Saving!** message when you are working on Smart Forms open another tab on your web browser and simply log back into Safetyminder. This also works when you are filling out Job Docs in SmartForms.

Home / Registers / Administrative Registers / Hours Worked

For the next level of KPI's we've added a new register for you to enter the actual hours worked each month. These will be used to calculated things like MTIFR, LTIFR &TRIFR.

[Hours Worked - Safetyminder](#)

Home / Registers / Administrative Registers / Hours Worked ADD NEW

Month Selected	Total Hours						
Mar-22	3567.25						
<table border="1"> <thead> <tr> <th>Division</th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>Foundations</td> <td>2030.5</td> </tr> <tr> <td>Bathrooms</td> <td>1536.75</td> </tr> </tbody> </table>	Division	Hours	Foundations	2030.5	Bathrooms	1536.75	
Division	Hours						
Foundations	2030.5						
Bathrooms	1536.75						
Feb-22	5623.25						
Jan-22	4596.32						
Dec-21	7936.45						

Home / Report / Standard

These use data from a specific register to create a report for a single event e.g. incident reported or vehicle accident.

[Standard Reports – Safetyminder](#)

Let us know what other reports you'd like us to create.

NZ Main Test DB Over the Moon Dairy 23 Cricked Rd , Adelaide , SA , 8201		Other Incident Report		
Details:				
Incident No:	44	Date & Time Occurred:	14/02/2022 07:21	
Reported by:	Heidi Thonig	Date & Time Reported	09/03/2022	
Location:	45 Hold St			
Type:	Damage To Property			
Incident Description	dis and dat			
Damage Description	opps stuff			
<input checked="" type="checkbox"/> Investigation Report required?				
SR004-VVersionNo	Powered by			page of

Home / Report / Register

There is a new register report for the Incident Reporting Register as per below. Once you have generated a report you can then export it to PDF or Excel. See KB [Register Reports - SafetyMinder](#).

Report

Date Report : Last Year = 01-07-2020 to 30-06-2021

Incident Result : Injury

Report By : ALL

Person Injured Name :

First Aid Provided by : Staff Other All

Lost Time Injury : No Yes All

Medical Treatment Required : No Yes All

Work Save Claim : No Yes All

Investigation Report required : No Yes All

GENERATE

EXCEL **PDF**

Report By	Location	Incident...	Date R...	No	Person ...	First Aid...	Lost Ti...	Medical...	Work S...	Investig...
Heidi Thonig	89 thaj	Injury	11/08/2020	12	George Foreman	Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heidi Thonig	89 the st	Injury	11/08/2020	13	RJ Jensen	Staff	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kermit Frog	56 gjinn	Injury	11/08/2020	14	Super Women	Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kermit Frog	67 ghjkk	Injury	13/08/2020	16	Heidi Thonig	Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
George Foreman	6y8hhh	Injury	13/08/2020	17	Blake Harold	Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rover Alpine	78 Blue St, Hearld	Injury	26/08/2020	22	Blake Harold	Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SM FullAdmin	test elahe	Injury	27/01/2021	27	Jane Hill	Staff	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1 - 8 of 8 items

Home / Dashboard / KPI Report

On the KPI Report screens there are new buttons to take you to the **TASK LIST** or click **BACK** to return to the KPI home page. Click the period buttons will change the data for each graph to the period selected e.g. Last Month. You can now also click on the Incident Reported for further breakdowns.

[KPI's - SafetyMinder](#)

SafetyMinder Dashboard Registers Create Job Docs Report Documentation Administration Help Knowledge-Base

Home / Dashboard / KPI Job Docs

TASK LIST **BACK**

This Week This Month This Year Last Week **Last Month** Last Year

REMINDER

Make sure your technicians download and install the new version from Google Play or Apple Store