



SafetyLine Quick Start Guide

Checking into SafetyLine

WHEN YOU BEGIN WORKING ALONE

“Check-in” = Start your timer

Record a message that includes the following information:

- Your name
- The current time
- Your current location
- Your destination if you're traveling
- Tasks at hand
- Additional details

THROUGHOUT YOUR DAY

“Check-in” = Reset your timer

Check-in again to reset your timer before it expires, and record a new message.

WHEN YOU FINISH WORKING ALONE

“End Monitoring” = End your timer

Make sure to always End Monitoring when you're finished working alone.

Emergencies

UNCONFIRMED EMERGENCY

If you fail to check-in on time, your Monitors will be alerted with an Unconfirmed Emergency.

PANIC EMERGENCY

If you indicate an “Emergency,” your Monitors will be alerted with a Panic Emergency



Using SafetyLine With Your Devices

CALLING SAFETYLINE FROM A PHONE

Begin by calling SafetyLine at 1-866-913-3337

Follow the automated prompts to enter your SafetyLine login ID

Select an action using your phone's number pad and record a voice message

USING THE SAFETYLINE APP ON A SMARTPHONE

Download the SafetyLine app from your device's app store

Enter your SafetyLine login ID

Choose an action using your touch screen and record a voice or text message

USING SAFETYLINE WITH A COMPUTER WEB BROWSER

Navigate to <http://www.SLmonitor.com>

Enter your SafetyLine login ID

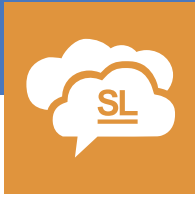
From the "Commands" tab, select an action and record a text message

USING SAFETYLINE WITH A SATELLITE DEVICE

Complete check-ins by sending an "OK" message

End your monitoring by sending an "END MONITORING" message

Send a panic emergency by sending a "HELP" message



Additional Resources

INSTRUCTIONAL VIDEOS

Instructional videos are located at <https://safetyline.zendesk.com/hc/en-us/sections/203919328-SafetyLine-University>

SAFETYLINE WORKER COURSE

Online eLearning modules are located at <https://safetyline.zendesk.com/hc/en-us/articles/115002446133-SafetyLine-Worker-Training-Course>