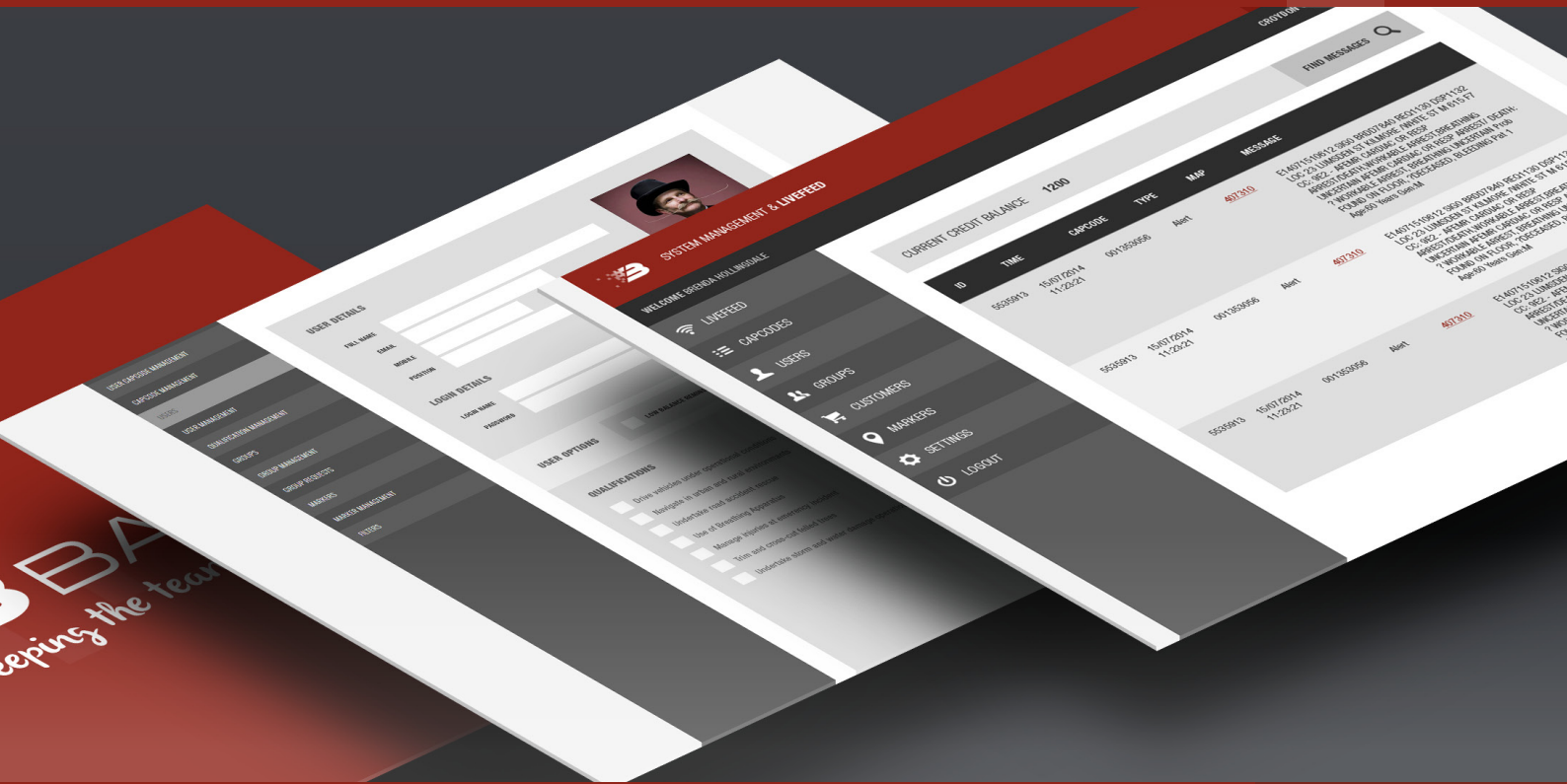


# System Management

## WALKTHROUGH GUIDE



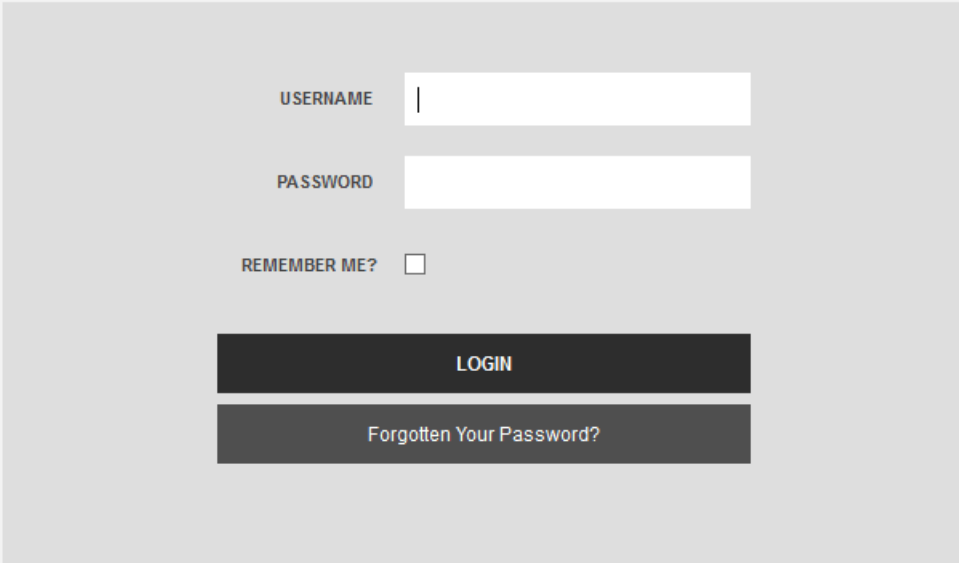
# Lets get started!

First you will need to log into the system management platform.

[http://bart.emerg.com.au/body/Live\\_Feed.aspx](http://bart.emerg.com.au/body/Live_Feed.aspx)

If you don't have login details, you need to contact your groups BART Administrator or Register for BART via our website <http://www.bart.emerg.com.au/sign-up-to-bart>

If you're Registered but can't remember your password please use the **'Forgotten Your Password?'** facility and an email with a new password will be sent.



USERNAME

PASSWORD

REMEMBER ME?

LOGIN

Forgotten Your Password?

[BART](#) Powered by [Emerg](#)

# The User Interface

Once you have logged in you will be greeted with the live feed screen, which allows you to view current pager messages.

You can filter through the results using **time**, **capcode** or **group**.

SYSTEM MANAGEMENT & LIVE FEED

Welcome Angus Milford

LOGOUT

VIC

LIVE FEED

CAPCODES

USERS

GROUPS

GROUP REQUESTS

MARKERS

FILTERS

MY GROUPS

JOIN A GROUP

SETTINGS

LOGOUT

TIME FRAME: 30 Days

CAPCODE: All Capcodes

GROUP: All Groups

| ID      | DATE/TIME               | CAPCODE   | TYPE  | MAP POSITIONS                                | MESSAGE CONTENT  |
|---------|-------------------------|-----------|-------|--|--|
| 5599509 | 5/08/2014<br>2:40:17 PM | 000591238 | Alert | <a href="#">-37.8022711,<br/>145.3078978</a> | ALERT: F140600790 STRUC1 BRIGADE CEMRG REQUIRED 54 DAVIDS CREEK RD KILSYTH VALLEY FARM RD #/STRAW VALLEY RD M 270 C5 (690346) CEMRG [EMRG]   |
| 5599376 | 5/08/2014<br>2:14:55 PM | 000591238 | Alert | <a href="#">-37.8608174,<br/>145.2387263</a> | ALERT: F140801321 EMRG2 NOSTC1 TRAILER FIRE 1KM TOWARDS FOREST HILL CNR YEA RD/FOXES LANE WANTIRNA SVC 6450 K11 (596393) CEMRG CFRST [EMRG]  |
| 5599372 | 5/08/2014<br>2:14:13 PM | 000591238 |       |  | Reminder - Training tonight, 1930 hours at station. Training tonight will be on small pump and equipment maintenance. Thanks, Angus. [EMRG]  |
| 5599366 | 5/08/2014<br>2:13:41 PM | 000591238 | Alert | <a href="#">-37.835748,<br/>145.185454</a>   | ALERT: F140600790 STRUC1 BRIGADE CEMRG REQUIRED 120 DAVIDS CREEK RD VERMONT VALLEY FARM RD #/STRAW FARM RD M 270 C5 (690346) CEMRG [EMRG]    |
| 5599363 | 5/08/2014<br>2:13:27 PM | 000591238 | Alert | <a href="#">-37.835748,<br/>145.185454</a>   | ALERT: F140413558 EMRG1 STRUC1 COONARA FIRE 23 HAWKEND DR KINGLAKE /KINGLAKE-GLENFIRE RD #/THOMSON LANE M 380 G7 (539459) CVERM CFHIL [EMRG] |
| 5599362 | 5/08/2014<br>2:13:05 PM | 000591238 | Alert | <a href="#">-37.835748,<br/>145.185454</a>   | ALERT: F140801854 ALARC1 ASE - . INPUT - FOYER MOLLY ST APOLLO BAY /MOORE ST #/MONTHEATH AV SVC 8103 G7 (318069) CEMRG [EMRG]                |

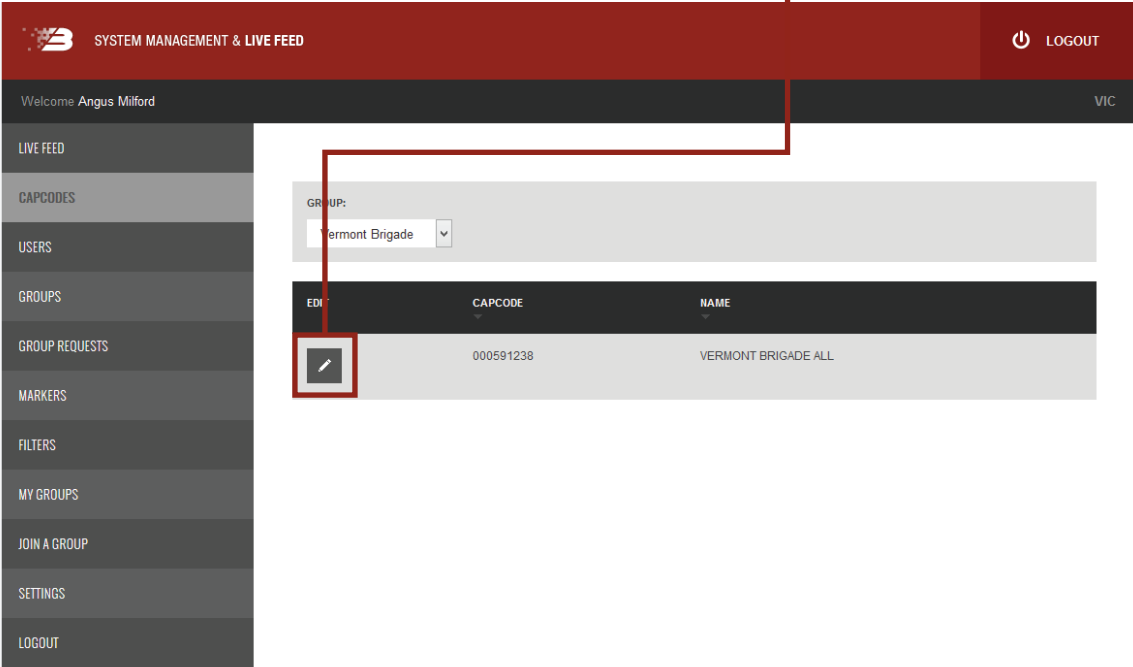
1 2

# Capcodes

The capcode page, allows you to see which capcodes have been assigned to each of your accessible groups.

To edit the permissions your group members have to these capcodes click edit.

To edit a capcode, click on the  icon



SYSTEM MANAGEMENT & LIVE FEED

Welcome Angus Milford

LOGOUT

VIC

LIVE FEED

CAPCODES

USERS

GROUPS

GROUP REQUESTS

MARKERS

FILTERS

MY GROUPS


JOIN A GROUP

SETTINGS

LOGOUT

GROUP:

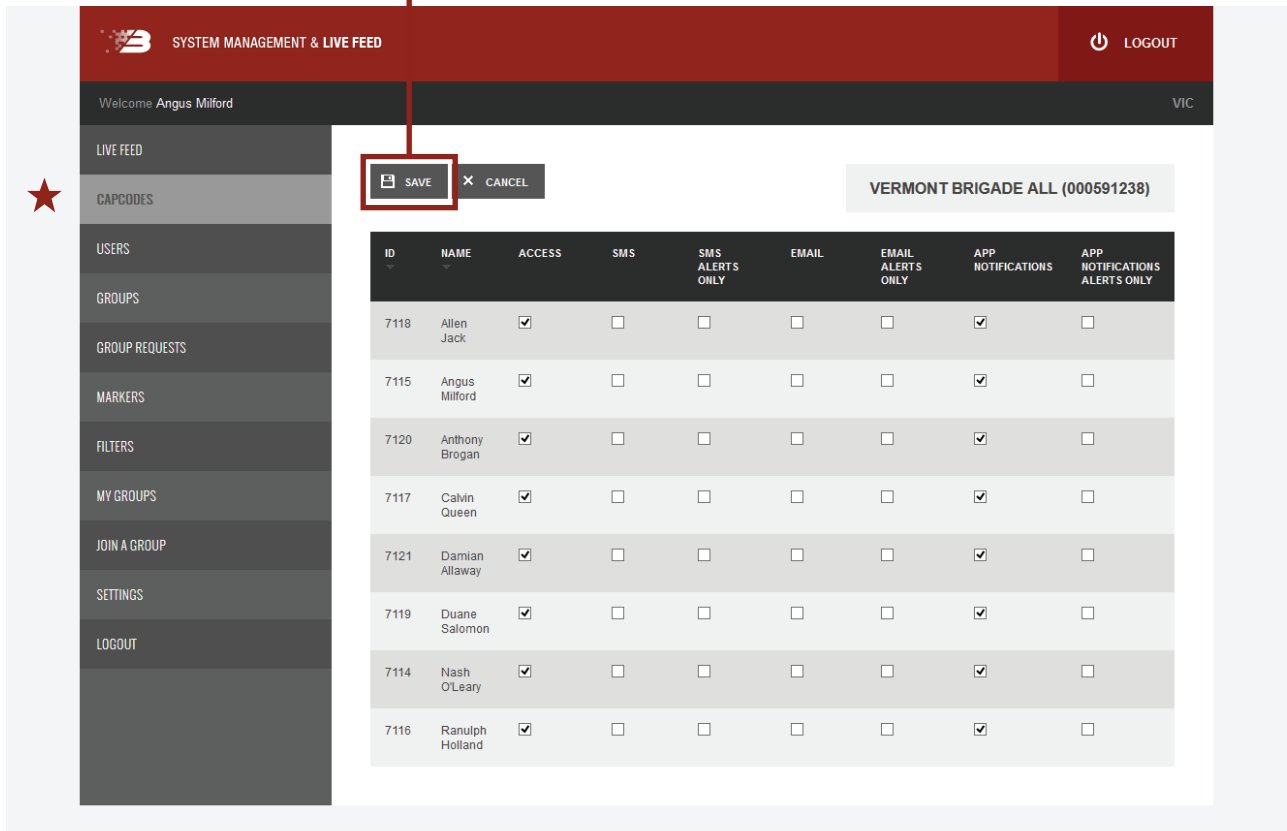
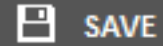
Vermont Brigade

| EDIT  | CAPCODE   | NAME                |
|---|-----------|---------------------|
|  | 000591238 | VERMONT BRIGADE ALL |

# Edit Capcodes

This page controls the access and operational privileges for each individual capcode.

Once you are finished with the settings click



The screenshot shows a web application interface for 'SYSTEM MANAGEMENT & LIVE FEED'. The top navigation bar is dark red with a logo on the left and a 'LOGOUT' button on the right. Below the navigation bar, a dark grey bar displays 'Welcome Angus Milford' on the left and 'VIC' on the right. A left-hand sidebar contains a list of menu items: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. A red star icon is positioned to the left of the 'CAPCODES' menu item. The main content area features a 'VERMONT BRIGADE ALL (000591238)' header. Below this is a table with columns for ID, NAME, ACCESS, SMS, SMS ALERTS ONLY, EMAIL, EMAIL ALERTS ONLY, APP NOTIFICATIONS, and APP NOTIFICATIONS ALERTS ONLY. A 'SAVE' button with a floppy disk icon and a 'CANCEL' button with an 'X' icon are positioned above the table. A red line connects the 'SAVE' button in the text above to the 'SAVE' button in the interface.

| ID   | NAME            | ACCESS                              | SMS                      | SMS ALERTS ONLY          | EMAIL                    | EMAIL ALERTS ONLY        | APP NOTIFICATIONS                   | APP NOTIFICATIONS ALERTS ONLY |
|------|-----------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|-------------------------------|
| 7118 | Allen Jack      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |
| 7115 | Angus Milford   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |
| 7120 | Anthony Brogan  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |
| 7117 | Calvin Queen    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |
| 7121 | Damian Allaway  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |
| 7119 | Duane Salomon   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |
| 7114 | Nash O'Leary    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |
| 7116 | Ranulph Holland | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>      |

# Users

The Users page allows you to:  
Edit an existing user, add a new user or find an existing user.

You can also remove existing users from your group.  
If a user belongs to **only** your group, it will **delete them entirely**.

The screenshot shows a web application interface for managing users. The top navigation bar is dark red with the text "SYSTEM MANAGEMENT & LIVE FEED" and a "LOGOUT" button. Below this, a dark grey bar displays "Welcome Chuck Palmer" and "VIC". A left sidebar contains a menu with items: LIVE FEED, CAPCODES, USERS (marked with a red star), GROUPS, GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area features a "GROUP: Forest Hill Brigade" dropdown and a "FULL NAME:" input field. Below this is a table with columns: EDIT, FULL NAME, ADMIN, POSITION, MOBILE NUMBER, LOGIN NAME, SMS REMINDER, SEND MESSAGE, APP ACCESS, and ACTIVE. The first row of data shows "Chuck Palmer" with "True" for ADMIN, "Captain" for POSITION, "Chuckp" for LOGIN NAME, "False" for SMS REMINDER, "False" for SEND MESSAGE, "True" for APP ACCESS, and "Active" for ACTIVE. A red box highlights the "+ ADD NEW / FIND EXISTING" button. Another red box highlights the "EDIT" column header and the edit icon (pencil) for the first user row. A third red box highlights the "ACTIVE" column header and the delete icon (X) for the first user row. Red lines connect these boxes to the text above.

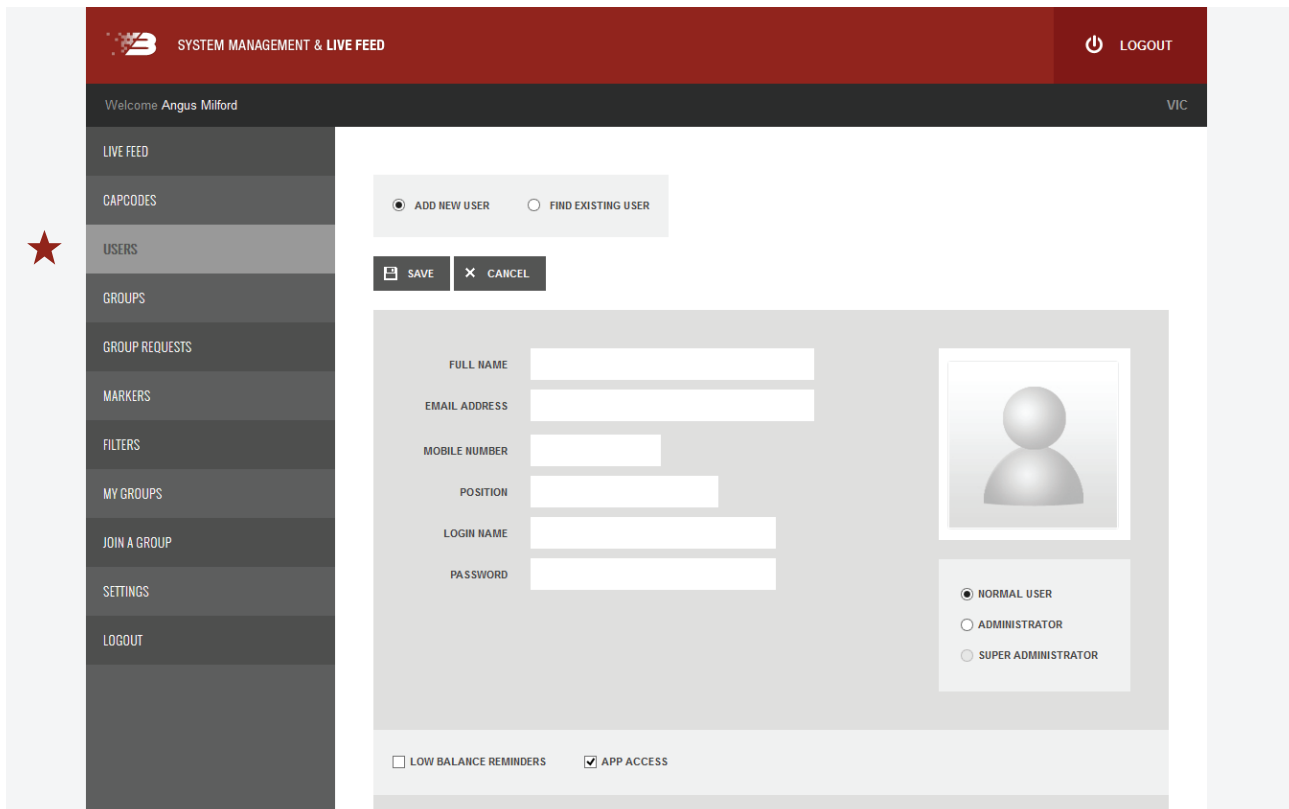
| EDIT | FULL NAME    | ADMIN | POSITION | MOBILE NUMBER | LOGIN NAME | SMS REMINDER | SEND MESSAGE | APP ACCESS | ACTIVE |
|------|--------------|-------|----------|---------------|------------|--------------|--------------|------------|--------|
|      | Chuck Palmer | True  | Captain  |               | Chuckp     | False        | False        | True       | Active |

# Add New User

You can add a new user by selecting the 'add new user' radio button.

Fill out the new users details, choose what permissions you would like them to have along with their qualifications and click 'Save'.

**Reminder - What capcodes they see can then be configured via the 'Capcodes' screen.**

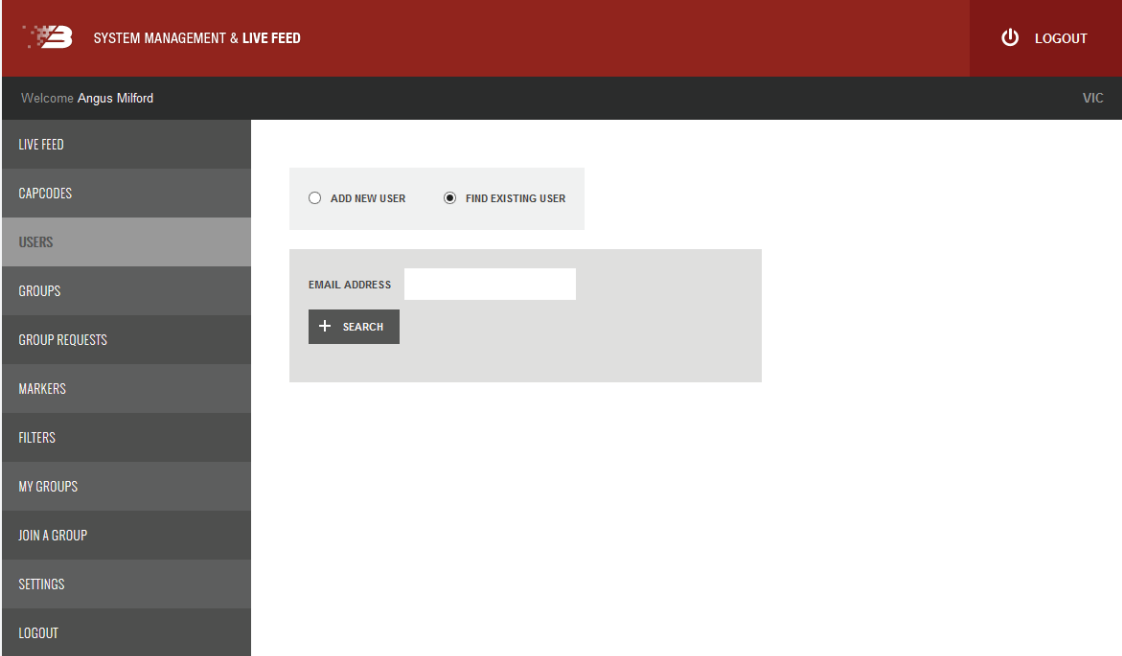


The screenshot shows a web application interface for user management. At the top, a dark red header contains the logo and the text 'SYSTEM MANAGEMENT & LIVE FEED' on the left, and a power icon with 'LOGOUT' on the right. Below the header, a dark grey bar displays 'Welcome Angus Milford' on the left and 'VIC' on the right. A vertical sidebar on the left lists navigation options: LIVE FEED, CAPCODES, USERS (highlighted with a red star), GROUPS, GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area is titled 'ADD NEW USER' and features two radio buttons: 'ADD NEW USER' (selected) and 'FIND EXISTING USER'. Below these are 'SAVE' and 'CANCEL' buttons. The form fields include: FULL NAME, EMAIL ADDRESS, MOBILE NUMBER, POSITION, LOGIN NAME, and PASSWORD. To the right of the fields is a placeholder for a user profile picture. Below the picture are three radio buttons for user roles: 'NORMAL USER' (selected), 'ADMINISTRATOR', and 'SUPER ADMINISTRATOR'. At the bottom of the form, there are two checkboxes: 'LOW BALANCE REMINDERS' (unchecked) and 'APP ACCESS' (checked).

# Find User

If you know of somebody already using BART, you can select 'Find Existing User' to search for them via their email address and request they join your group.

**Please Note:** When you try to add a new user and you're advised the user already exists, you can move to the 'Find Existing User' tab which allows you to check if a user is already on BART (based on their email address) and send them a request to join your group.



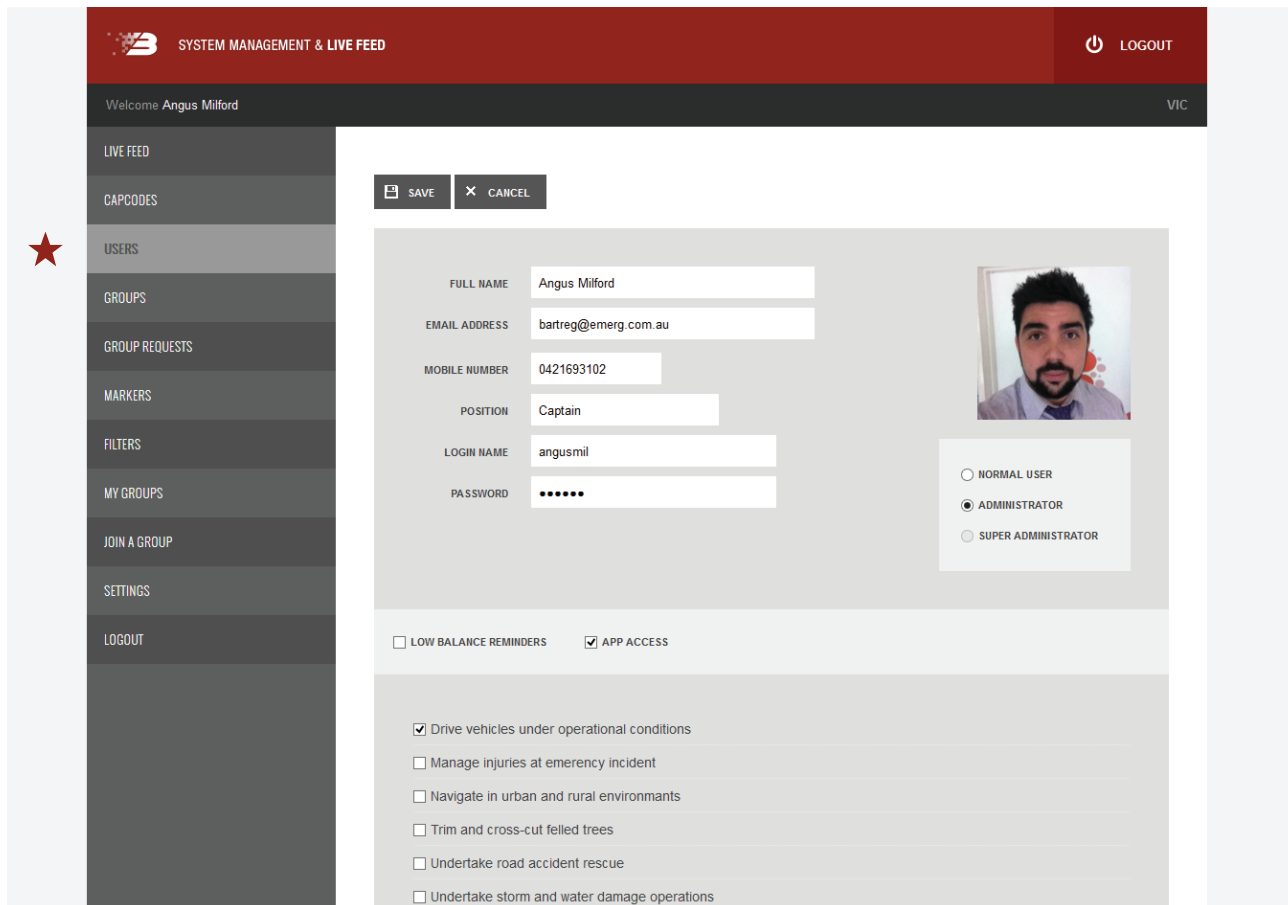
The screenshot displays the BART System Management & Live Feed interface. The top navigation bar is dark red with the BART logo and the text "SYSTEM MANAGEMENT & LIVE FEED" on the left, and a "LOGOUT" button on the right. Below the navigation bar, a dark grey bar shows "Welcome Angus Milford" on the left and "VIC" on the right. A vertical sidebar on the left contains a red star icon and a list of menu items: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area features a search form with two radio buttons: "ADD NEW USER" (unselected) and "FIND EXISTING USER" (selected). Below the radio buttons is a text input field labeled "EMAIL ADDRESS" and a "SEARCH" button with a plus sign icon.



# Edit User

You can edit a users details at any time by clicking the **edit button**.

The edit user options are particularly useful if someone has changed personal details, gained qualifications or needs different access privliges.



The screenshot displays the 'Edit User' interface within a system management application. The top navigation bar is dark red with the text 'SYSTEM MANAGEMENT & LIVE FEED' and a 'LOGOUT' button. Below this, a dark grey bar shows 'Welcome Angus Milford' and 'VIC'. A left-hand sidebar contains a menu with items: LIVE FEED, CAPCODES, USERS (highlighted with a red star), GROUPS, GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area features a 'SAVE' and 'CANCEL' button at the top. The user's details are as follows: FULL NAME: Angus Milford; EMAIL ADDRESS: bartreg@emerg.com.au; MOBILE NUMBER: 0421693102; POSITION: Captain; LOGIN NAME: angusmil; PASSWORD: masked with dots. A profile picture of a man with a beard is shown. Role selection options include NORMAL USER, ADMINISTRATOR (selected), and SUPER ADMINISTRATOR. At the bottom, there are checkboxes for 'LOW BALANCE REMINDERS' (unchecked) and 'APP ACCESS' (checked). A list of qualifications includes 'Drive vehicles under operational conditions' (checked), 'Manage injuries at emergency incident', 'Navigate in urban and rural environments', 'Trim and cross-cut felled trees', 'Undertake road accident rescue', and 'Undertake storm and water damage operations'.

# Groups

The **Groups** page shows you the groups that you have Administration access to.

You can see how many SMS credits you have, whether you're using the **Filtering** function and the **Privacy** status of your group.

To change these settings click **'edit'**



| EDIT | NAME            | CREDITS | SMS REMINDER LEVEL | FILTER ON | PRIVATE | USER COUNT |
|------|-----------------|---------|--------------------|-----------|---------|------------|
|      | Vermont Brigade | 0       | 0                  | False     | False   | 8          |

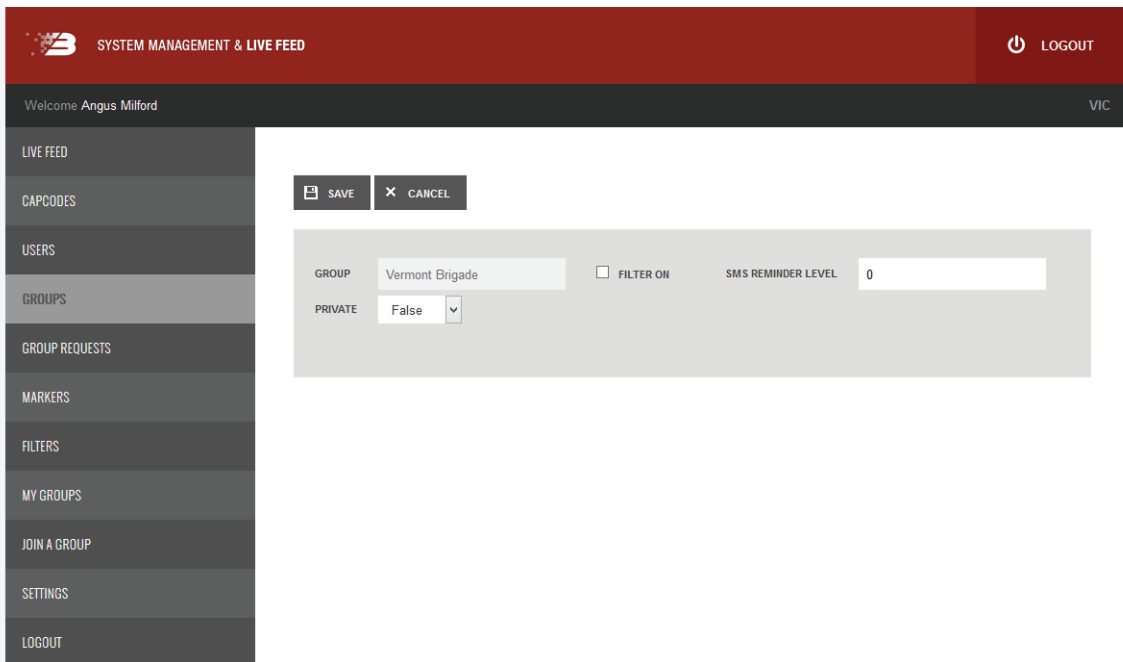
# Edit Group

**PRIVATE** - This allows you to set whom else within BART can see that your Group exists and request to join it.

**False:** Your Group is visible to any user within BART & users may request to join it.

**Limited:** Only other Group Administrators will be able to see your Group.

**Private:** Nobody else will be able to see your group.



The screenshot shows the BART System Management & Live Feed interface. The top navigation bar is dark red with the BART logo and the text "SYSTEM MANAGEMENT & LIVE FEED" on the left, and a power icon and "LOGOUT" on the right. Below the navigation bar, a dark grey bar displays "Welcome Angus Milford" on the left and "VIC" on the right. A vertical sidebar on the left contains a list of menu items: LIVE FEED, CAPCODES, USERS, GROUPS (highlighted with a red star), GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area is white and contains a form for editing a group. At the top of the form are two buttons: "SAVE" and "CANCEL". Below these are three input fields: "GROUP" with the value "Vermont Brigade", "PRIVATE" with a dropdown menu set to "False", and "SMS REMINDER LEVEL" with the value "0". There is also a "FILTER ON" checkbox which is currently unchecked.

# Group Requests

On this page you can see requests that BART users have made to join your group.

**You then have the option to:**

**Accept Request:** Accepts their request, and adds user to your group.

**Reject Request:** Rejects their request.

**Block Request:** Rejects their requests & will not allow them to request again.

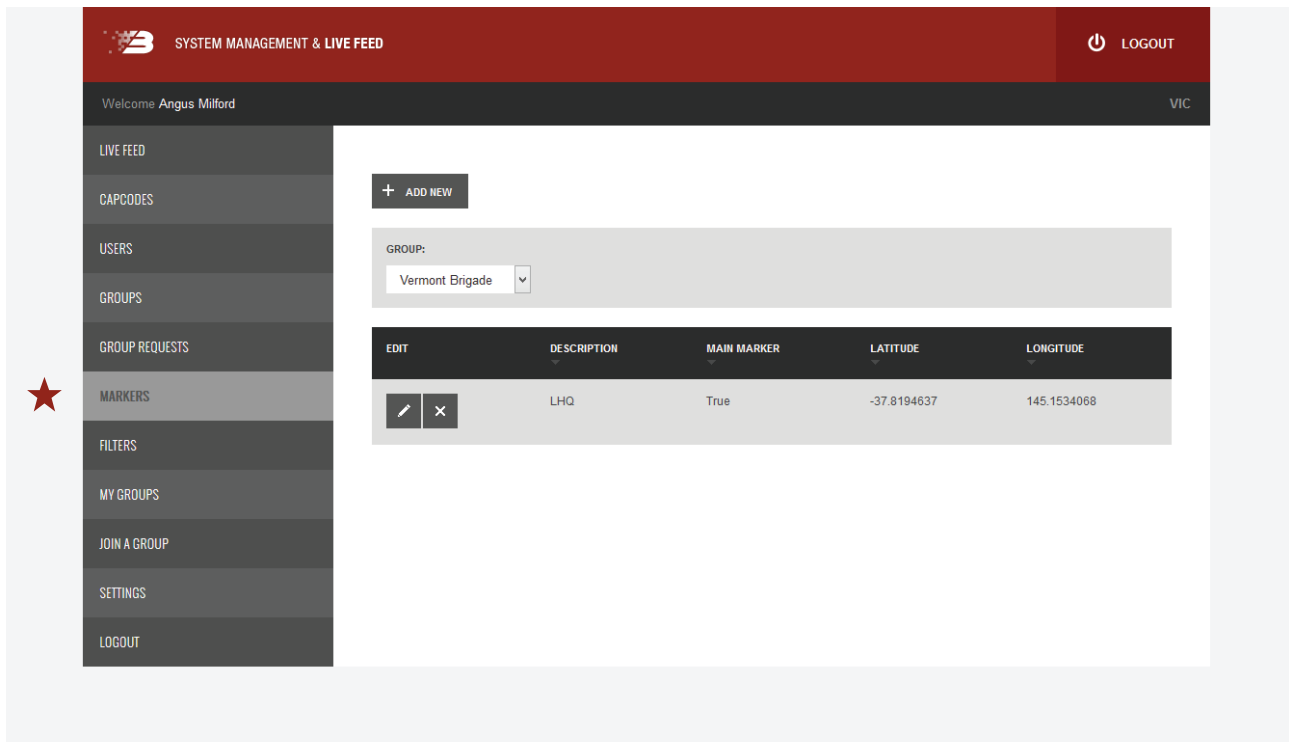
The screenshot shows a web application interface with a dark red header and a dark grey sidebar. The header contains the logo, 'SYSTEM MANAGEMENT & LIVE FEED', and a 'LOGOUT' button. The sidebar lists navigation options: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS (highlighted with a red star), MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area displays a 'GROUP:' dropdown menu set to 'Forest Hill Brigade'. Below this is a table with columns for USER, POSITION, STATUS, and OPTIONS. The table contains one row for 'Ranulph Holland', a Firefighter, with a 'Request' status and three action icons (checkmark, trash, lock).

| USER            | POSITION    | STATUS  | OPTIONS |
|-----------------|-------------|---------|---------|
| Ranulph Holland | Firefighter | Request |         |



# Markers

This area allows you to set 'Markers' e.g. Hydrants, Water points & Stations.

These will be visible to other members of your group on your mapping within the BART App.



The screenshot displays the BART System Management & Live Feed interface. The top navigation bar is dark red with the BART logo and the text "SYSTEM MANAGEMENT & LIVE FEED" on the left, and a power icon and "LOGOUT" on the right. Below the navigation bar, a dark grey bar shows "Welcome Angus Milford" on the left and "VIC" on the right. A vertical sidebar on the left contains a list of menu items: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS, MARKERS (highlighted with a red star), FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area features a "+ ADD NEW" button at the top left. Below it is a "GROUP:" label and a dropdown menu showing "Vermont Brigade". A table below displays a list of markers with columns for EDIT, DESCRIPTION, MAIN MARKER, LATITUDE, and LONGITUDE. The table contains one row with the following data:

| EDIT  | DESCRIPTION | MAIN MARKER | LATITUDE    | LONGITUDE   |
|---|-------------|-------------|-------------|-------------|
|   | LHQ         | True        | -37.8194637 | 145.1534068 |

# New Marker

Simply choose the type of Marker you'd like to include, then type a **description** and add an **address**.

The '**Main Marker**' check box is used to nominate your Station/ Unit/ LHQ and will be used to calculate the ETA for incidents.

The screenshot shows a web application interface for 'SYSTEM MANAGEMENT & LIVE FEED'. The top navigation bar is dark red with a logo on the left and a 'LOGOUT' button on the right. Below the navigation bar, a dark grey bar displays 'Welcome Angus Milford' on the left and 'VIC' on the right. A vertical sidebar on the left contains a list of menu items: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS, MARKERS (highlighted with a red star), FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area is a light grey form titled 'New Marker'. At the top of the form are 'SAVE' and 'CANCEL' buttons. The form fields include: 'TYPE' (a dropdown menu set to 'Air Field'), 'MAIN MARKER' (an unchecked checkbox), 'DESCRIPTION' (a text input field), 'MARKER' (a Google Maps interface showing a world map with a red pin over North America and 'Map'/'Satellite' toggle buttons), and 'ADDRESS' (a text input field with a 'GO' button to its right).

# Filters

Filters allows you to determine which messages your Group receives based on **incident type**.

To enable a filter, choose from the existing list of incident types on the left hand side and click the 'select' button.

**Note – Please be aware this will affect all messages within your group**

SYSTEM MANAGEMENT & LIVE FEED LOGOUT

Welcome Angus Milford VIC

LIVE FEED  
CAPCODES  
USERS  
GROUPS  
GROUP REQUESTS  
MARKERS  
★ FILTERS  
MY GROUPS  
JOIN A GROUP  
SETTINGS  
LOGOUT

**FILTER SELECTED**

GROUP:  
Vermont Brigade

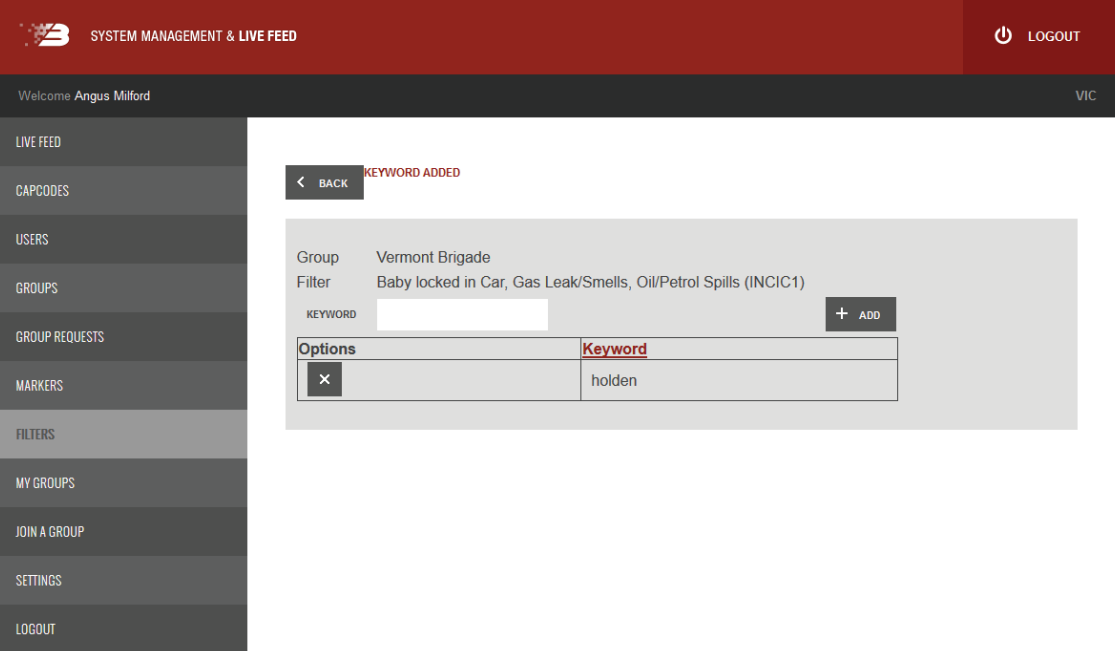
| FILTER | DESCRIPTION  | SELECT |
|--------|--|--------|
| ALARC1 | Alarm  |        |
| ALARC3 | Alarm  |        |
| ASE    | Alarm  |        |
| BA VAN | Breathing Apparatus Van required                   |        |
| RESCC1 | Car Accident/possible person trapped/Child trapped |        |
| G&SC1  | Grass & Scrub fires                                |        |

| OPTIONS | FILTER | DESCRIPTION  | KEYWORDS |
|---------|--------|--|----------|
|         | *EMR*  | Emergency Medical Response                             | 0        |
|         | INCIC1 | Baby locked in Car, Gas Leak/Smells, Oil/Petrol Spills | 0        |
|         | TRCHC1 | Heavy Rescue / Collapse / Shaft etc                    | 0        |

# Edit Filters

Editing a Filter allows you to further filter your messages by adding additional **Keywords** that BART will look for before displaying these messages to you.

**These keywords only apply to the specific filter you're editing.**



The screenshot shows the BART System Management & Live Feed interface. The top navigation bar is dark red with the BART logo and the text "SYSTEM MANAGEMENT & LIVE FEED". On the right side of the top bar, there is a power icon and the text "LOGOUT". Below the top bar, a dark grey bar displays "Welcome Angus Milford" on the left and "VIC" on the right. A vertical sidebar on the left contains a list of menu items: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS, MARKERS, FILTERS (highlighted with a red star), MY GROUPS, JOIN A GROUP, SETTINGS, and LOGOUT. The main content area shows a "KEYWORD ADDED" notification at the top left. Below this, there is a "BACK" button. The main content area displays the following information: Group: Vermont Brigade; Filter: Baby locked in Car, Gas Leak/Smells, Oil/Petrol Spills (INCIC1); KEYWORD: [input field]; + ADD button. Below this is a table with two columns: "Options" and "Keyword". The table contains one row with an "X" in the "Options" column and "holden" in the "Keyword" column.

| Options | Keyword |
|---------|---------|
| X       | holden  |



# My Groups



This page shows you any group that you're currently a part of & if any other Groups have asked you to join them.

**Deactivate Link:** Temporarily deactivates your access to this group, meaning you will no longer be able to see messages from this group, or the users within this group (can be re-activated at any time).




**Remove Link to Group:** Permanently removes yourself from that group.

*The Requests field below this will display requests sent from other Groups for you to join them.*

The screenshot shows a web application interface with a dark red header and a dark grey sidebar. The header contains the text 'SYSTEM MANAGEMENT & LIVE FEED' and a 'LOGOUT' button. The sidebar lists various navigation options, with 'MY GROUPS' highlighted and marked with a red star. The main content area displays two tables. The first table shows the user's current group, 'Vermont Brigade', with the position '1st Lieutenant' and two control buttons. The second table shows a 'Request' from the 'Forest Hill Brigade' with three control buttons: a checkmark, a trash icon, and a lock icon.

| GROUP           | POSITION       | OPTIONS   |
|-----------------|----------------|---|
| Vermont Brigade | 1st Lieutenant |   |

| GROUP               | STATUS  | OPTIONS   |
|---------------------|---------|---|
| Forest Hill Brigade | Request |    |

# My Groups

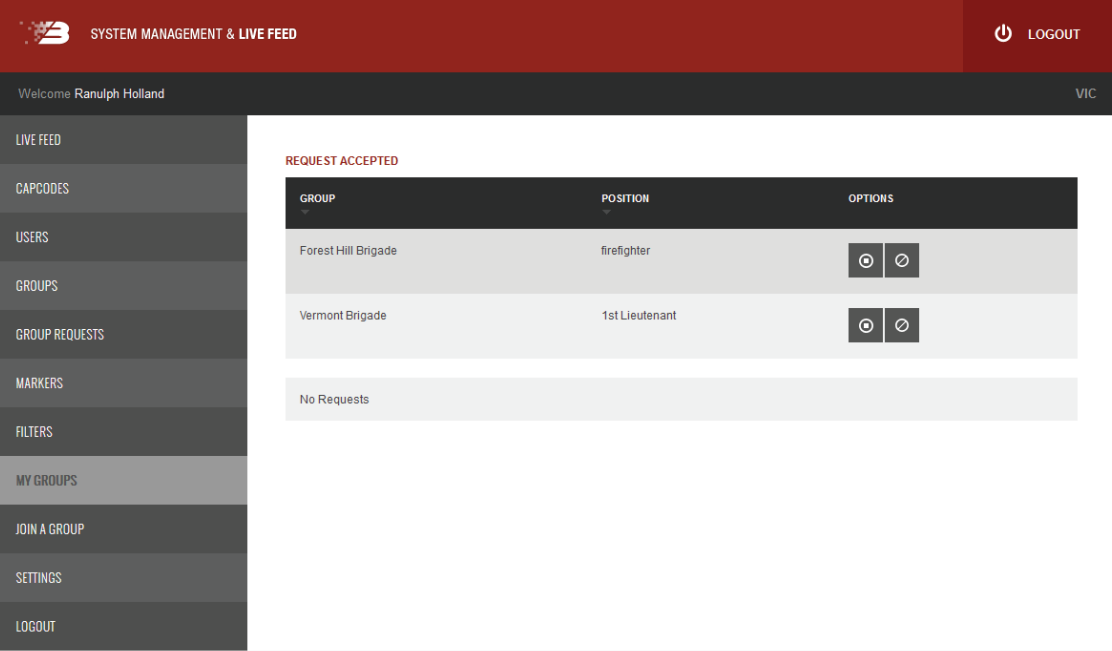
## ACCEPT REQUEST

If you have a pending request (As on the previous page)  
you will have the following options:

**Accept Request:** Accepts their request, and adds you to their group.

**Reject Request:** Rejects their request.

**Block Request:** Rejects their requests & will not allow them to request again.



The screenshot shows a web application interface with a dark red header and a dark grey sidebar. The header contains the text 'SYSTEM MANAGEMENT & LIVE FEED' and a 'LOGOUT' button. The sidebar contains a list of menu items: 'LIVE FEED', 'CAPCODES', 'USERS', 'GROUPS', 'GROUP REQUESTS', 'MARKERS', 'FILTERS', 'MY GROUPS', 'JOIN A GROUP', 'SETTINGS', and 'LOGOUT'. A red star icon is positioned to the left of the 'MY GROUPS' menu item. The main content area displays a 'REQUEST ACCEPTED' notification above a table with two rows of data. The table has columns for 'GROUP', 'POSITION', and 'OPTIONS'. The first row shows 'Forest Hill Brigade' as the group and 'firefighter' as the position. The second row shows 'Vermont Brigade' as the group and '1st Lieutenant' as the position. Each row has two circular icons in the 'OPTIONS' column. Below the table, there is a 'No Requests' message.

| GROUP               | POSITION       | OPTIONS                                     |
|---------------------|----------------|---|
| Forest Hill Brigade | firefighter    | <input type="radio"/> <input type="radio"/> |
| Vermont Brigade     | 1st Lieutenant | <input type="radio"/> <input type="radio"/> |

No Requests

# Join a Group

## SEND REQUEST

If you're already a BART user & wish to join another group, you can see if the Group is already on BART by using the **Customer** drop down list (if they're available for searching). Advise them of your position & select '**Send join request**'. An Administrator from that group will receive your request. **Examples of where this is useful:**

- You respond with multiple Brigades/ Units
- You're both a member of the CFA & SES'
  - Brigade member & a DGO

The screenshot shows the BART system management interface. The top navigation bar is dark red with the BART logo and the text 'SYSTEM MANAGEMENT & LIVE FEED'. Below this, a dark grey bar says 'Welcome Ranulph Holland'. The left sidebar contains a list of navigation options: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP (highlighted with a red star), SETTINGS, and LOGOUT. The main content area is white and features a 'REQUEST MADE' form. The form has a 'SAVE' button and a 'REQUEST MADE' status indicator. Below the form, there is a 'SEND JOIN REQUEST' button. The form fields include 'CUSTOMER' (set to 'Acheron CFA') and 'POSITION'. Below the form, there is a table with the following data:

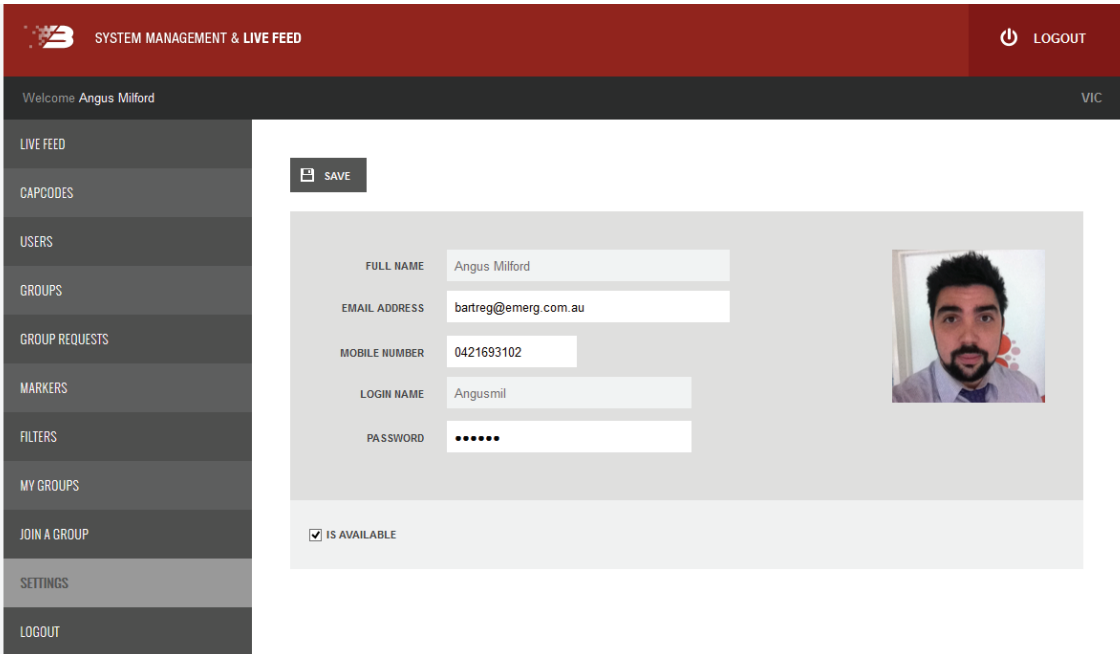
| GROUP               | STATUS       |
|---------------------|--------------|
| Forest Hill Brigade | Request Sent |

A dark grey box on the right side of the screenshot contains the following text: **Note:** Please don't send unsolicited requests to other groups, it's polite if they're expecting your request, and saves any embarrassment that may be caused when they reject your request if they don't know who you are!

# Settings

From this page you're able to update your personal details and choose your overall availability status, which will override the roster.

This is handy in instances where you'll be unavailable for a longer period of time.



The screenshot displays the 'Settings' page of a web application. The top navigation bar is dark red with a logo on the left and 'SYSTEM MANAGEMENT & LIVE FEED' in the center. On the right, there is a 'LOGOUT' button with a power icon. Below the navigation bar, a dark grey bar shows 'Welcome Angus Milford' on the left and 'VIC' on the right. A sidebar on the left contains a list of navigation items: LIVE FEED, CAPCODES, USERS, GROUPS, GROUP REQUESTS, MARKERS, FILTERS, MY GROUPS, JOIN A GROUP, SETTINGS (highlighted with a red star), and LOGOUT. The main content area features a 'SAVE' button with a floppy disk icon. Below it is a form for updating personal details. The form fields are: FULL NAME (Angus Milford), EMAIL ADDRESS (bartreg@emerg.com.au), MOBILE NUMBER (0421693102), LOGIN NAME (Angusmil), and PASSWORD (represented by dots). To the right of the form is a profile picture of a man with a beard and dark hair. At the bottom of the form, there is a checkbox labeled 'IS AVAILABLE' which is checked.



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