

## Street Coordinators Guide

Welcome to your BART Street!

You are part of a BART Street **Fire Ready Pilot** offered by the BART Team at no cost for the 2024/25 Fire season.

In future seasons, the licencing will most likely be based on volunteer pricing for Street Coordinators only; Residents will not require a license.

The current licencing fee is \$16 pa per Street Coordinator (minimum for the Town is \$160 for 10 Street Coordinators). We aim to keep the program affordable in the future.

### **The most important features of the BART Street Pilot are:**

1. The BART Solution is utilised by over 165,000 first responders ; familiar
2. The BART Street was adapted by the Community; for the community
3. Easy to install and use; can be used immediately
4. Allows small independent groups to self-management; flexible
5. Simple thumbs-up acknowledging to the message or alert on your phone; we all use
6. Safe Area and where each other are, during an evacuation, is shown on the map; visualisation
7. The Coordinators or Neighbours can contact those not responding to the message or alert; working together

## Registration

The Registration has been accepted and the infrastructure has been established being:

1. The town has been established
2. Your street has been established
3. you are a member in the Town Coordinator Group as well as your Street Group
4. you are the BART Administrator of the Street Group,
5. you can send messages to your Street Residents

### **Suggested Videos for you to review:**

- [Download and Install the BART Team App](#)
- [Add a New Member into BART](#)
- [Manage Broadcast Tags for your Group](#)
- [Resolving Issues on your Smart Device – First Steps](#)

- [Forgot your BART Password?](#)
- [Track me on Attending](#)
- [Ways to Share your Location](#)
- [Send a Broadcast to one or more Members](#)

## Street Community Groups

### The BART Street Coordinators can:

- (1) Forward messages received by you to Residents via the BART App.

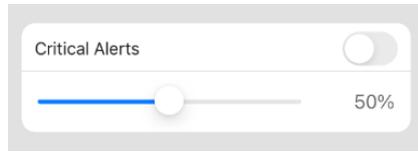
Eg  in Quick View or  in List View

- (2) Create Resident accounts after they have signed the Resident's Registration and Authority Form. The creation requires Name, Mobile Number and Email Address (optional). You will be required to allocate a Login Name (eg MarySmi) and password (eg Smi7658\*) to the Resident.
- (3) Send Messages and Alerts to Residents from the BART App.
- (4) Set up additional Broadcast Tags for the Residents in the Street if required. Eg Resident Share Messages, Coordinator Messages, etc
- (5) allow SMSs to be sent to the Residents in Broadcast Tags.
- (6) allocate send rights to selected Residents in Permissions and specify on which Broadcast Tags they can SEND on. e.g. Resident Share Message
- (7) send individual messages to Residents via the Web Application
- (8) change the Resident password via the Web Application.
- (9) update Resident Accounts via the Web Application.
- (10) Point out to all Residents their ability to customisation on their phone eg

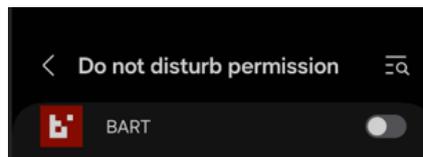
#### In Menu - Settings:

- (a) **General Tone - Default**
  - (b) **Alert Tone – Default Alert**
  - (c) **Discussion Tone - Default**
  - (d) **Quick-View Home Page - ON**
  - (e) **Track Me on Attending – ON**
  - (f) **Critical Alerts - ON**
- (11) point out to Residents who have SEND rights where they can send Messages in the BART App **eg In Menu -  New Broadcast**
  - (12) point out to Residents that **Critical Alerts** can be enabled to notify them when they receive a BART broadcast message; even if your phone is set to **Silent** or **Do not Disturb** mode is **ON**. This feature comes standard on iPhones and Android phones (Note: This feature may not work on all Android phones that do not meet minimum standards). To enable this feature tap on the hamburger

menu icon  in the top left-hand corner of the screen, next tap **Settings** and scroll down until you see **Critical Alerts**. Use the toggle to enable or disable **Critical Alerts**. Use the slider to adjust the volume. We suggest you first try with the volume set at 50%.



When you turn **Critical Alerts** to **ON** for the first time on an Android phone you will be prompted to toggle **ON Do not disturb permission**.



**We suggest that the Street Coordinator assist each Street Resident with the setting up of BART on their phone.**

**Please note: Street Residents who have not logged in the BART App can still receive an SMS Message, on which they can respond to, to let the Street Coordinator and other Street Residents know your response.**