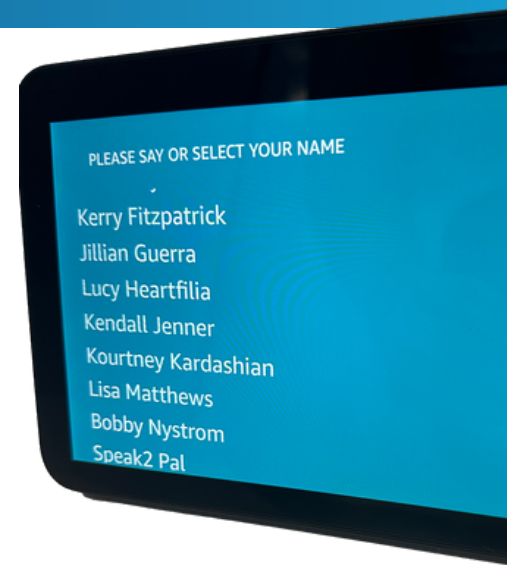


Sign In/Out



Alexa, sign out.



1. “Alexa, sign out”

a. You say, “Alexa, sign out”

b. Alexa will say “Thanks for singing out, you can select an option, resident, staff or other.”

c. You say your choice, or choose the option on screen

2. Alexa will say “Please say or select your name”. If you chose Resident or Staff, you will be presented a list of names that you can choose by tapping on the screen.

a. Say or select a name.

3. Alexa broadcasts that it is making note of “name” signing out at “time”.

4. You will be asked to confirm. If you do not confirm Alexa will stop and and you can start over.

a. This record is written to Notepad and to a resident or staff calendar if they were chosen during the process.

b. If a resident was selected, they are not marked as off premise.