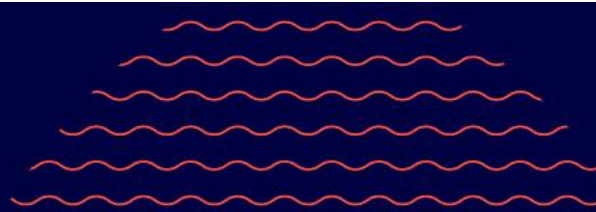


# Checkit Quick-Start Guide

- **The Checkit App** is a mobile application used to complete digital checklists, helping you stay on top of your work.
- **Checkit sensors** monitor your assets and trigger an alert if there are any issues, ensuring that goods are stored under the right conditions.

Link	Description
<a href="#">Using the Checkit App</a>	Follow these instructions to navigate the app and complete checklists.
<a href="#">Using Bluetooth probes</a>	Follow these instructions to take a temperature reading using a Bluetooth probe provided by Checkit.
<a href="#">View sensors</a>	Follow these instructions to view sensors, their latest readings, and alert status.
<a href="#">Overdue alerts / check alerts / sensor alerts</a>	Follow these instructions if you receive these types of alerts: <ul style="list-style-type: none"><li>• <b>Overdue alert:</b> triggered if a checklist is not completed in time</li><li>• <b>Check alert:</b> triggered if staff uncover an issue when completing a checklist</li><li>• <b>Sensor alert:</b> triggered if a sensor goes out of range for too long</li></ul>
Service alerts: <ul style="list-style-type: none"><li>• <a href="#">Sensor offline</a></li><li>• <a href="#">Hub offline</a></li><li>• <a href="#">Repeater offline</a></li></ul>	Follow the applicable instructions if you receive a service alert, indicating that a Checkit device requires attention.
<a href="#">Reports</a>	Follow these instructions to view and export reports the following reports: <ul style="list-style-type: none"><li>• <b>Work Report:</b> a record of all checklists completed on the app</li></ul>



	<ul style="list-style-type: none"> <li>• <b>Alerts Report:</b> a record of all actions taken to resolve an alert</li> <li>• <b>Monitoring Report:</b> a record of all sensor readings</li> <li>• <b>Monitoring Summary Report:</b> a diagrammatic record of sensor readings</li> </ul>
<a href="#">Configuration: Users</a>	Users are people who have access to the Checkit system. Follow these instructions if you want to create, edit, block, or delete a user.
<a href="#">Configuration: Teams</a>	Teams are groups of users to which you assign checklists and sensors. Follow these instructions if you want to create or edit a team.
<a href="#">Configuration: Work</a>	Work is the location, team, and schedule assigned to a checklist. Follow these instructions to view, create, edit, or disable work.
<a href="#">Configuration: Monitoring</a>	Monitoring is a configuration that specifies which rule and team are assigned to a sensor. Follow these instructions to view, create, edit, or disable monitoring.
<a href="#">Configuration: Checklists</a>	A checklist is a list of tasks that you create which are then completed by staff on their devices. Follow these instructions if you want to create or edit a checklist.
<a href="#">Configuration: Schedules</a>	Schedules are timetables that you create and then apply to checklists. Follow these instructions if you want to create a schedule.
<a href="#">Configuration: Rules</a>	A rule is an acceptable range and alert delay which you create and assign to sensors. Follow these instructions if you want to create or edit a rule.
<a href="#">Control Centre</a>	The Control Centre is a cloud portal that allows you to view reports and manage alerts, devices, and account configuration.
<a href="#">Help Centre</a>	The Help Centre contains informative articles and how-to guides covering all Checkit hardware and features.

