

# **CHECKS USER GUIDE V1.0**

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### **Getting started**

### Turning on and charging the tablet

Press and hold the button on the right hand side of the tablet. To switch off press and hold until a 'POWER OFF' box appears.

At the end of each day, the tablet will need to be placed on charge overnight. To do so, plug the supplied charging cable into the socket on the side of the tablet.

Note: we do not recommend using another USB cable from another device as it can slow down the charging process significantly.

#### **Connecting to Wi-Fi**

Go to settings then click on Wi-Fi. Locate your Wi-Fi network and enter the password.

#### **Switching on Bluetooth**

To enable Bluetooth, go to setting.

### **Check Battery Life and Usage**

Battery setting is located at the very top of the screen on the right side.

### **The BlueTherm Probe**

#### How to use your BlueTherm Probe

At the end of each day, your Probe will need to be plugged in to charge overnight.

Use the yellow button to switch the probe on and off:

- To turn on the Probe, press only once
- To turn off the Probe, press and hold the yellow button

This yellow button has three functions:

- If the probe is 'off', pressing this button will turn the probe on and the LED will flash red.
- When the probe is 'on', pressing this button will send a reading to the attached device and the LED will flash blue.
- Pressing and holding the yellow button for three seconds will turn the probe off and the LED will flash blue and then red.

Note: the blue flashing light indicates that the Probe is connected with the tablet.



### **The BlueTherm Probe**

### Charging

BlueTherm Probes and instruments can be charged from a PC, laptop, main adaptor USB charger or USB car charger.

#### Notes:

- A red LED will appear when the probe is charging. Charging will automatically finish when the battery is full, which should take less than two hours.
- The probe can be charged whilst switched on or off
- Measurement accuracies are not guaranteed whilst charging
- *If the red LED flashes during charging, then an error has occurred*



#### Reset

If the unit fails to communicate, the battery may be flat. Recharge and if communication still fails, perform a hard reset.

A reset switch is located under the bung on the top of the probe. Gently pull the flap on the bung to gain access to the switch. Gently press a blunt object such as a ballpoint pen into the dimple on the right of the charging socket, then release.

A red LED will appear on the button label.

### **The BlueTherm Probe**

#### Pairing with your tablet

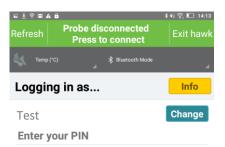
To pair the BlueTherm Probe with the tablet, the following steps must be taken:

- First, ensure the probe battery is fully charged
- Go to 'Settings' on the tablet and check that Bluetooth is enabled
- Check that the probe is paired to the device. To do so, use the serial number located at the bottom of the probe. You will be prompted for a PIN which is 1234
- At the top right of the tablet screen, check that the Hawk Checks app is set to 'Bluetooth Mode'.

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PAIRED DEVICES	Temp (°C) A Manual Mode	Good afternoon I Info
3     1750011 BlueTherm     †↓†       Available devices     ○	Good afternoon * Bluetooth Mode	^ Paired Devices (1)
1750015 BlueTherm     HawkBLE	Current Location: Manual Mode	C 1750011 BlueTherm 00:06:66:DF:D4:76
Lenovo TAB3 7 Essential is visible to nearby devices while Bluetooth Settings is open.	DeliveryChange BT ProbeHot Hold & DisplayCook To CoolReheatCleaningCalibrationHot Hold To Cool	^ Other Devices (0)           Scan for devices
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### Logging in to the Hawk App

Click on the Hawk logo on the homepage and log in with your user name and the corresponding PIN code.



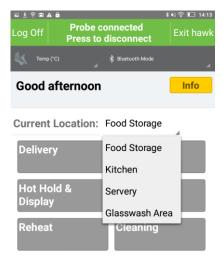


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#### Changing the location on the Hawk App

If you need to change the location of checks you are doing:

- Click on the current location. This will propose a list of locations to choose.
- Click on the chosen location.



#### **Delivery temperature checks 1/2**

Once 'Delivery' has been selected on the main page, a keyboard will appear at the bottom of the screen. When you start typing a supplier or product name, a list of suggested items will appear. If the item does not appear on the list, please enter in manually.

You can then enter the delivery details.

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og Off Prose connected Exit hawk Log Off None PROMETY ALL dit hawk
Temp (°C) 🚯 Bluetooth Mode
Good afternoon Info Food Delivery Info
Current Location: Food Storage
Supplier Start typing to select a supplier
Delivery Cooking Reference Enter your delivery reference (optional)
Hot Hold & Cook To Cool Start typing to select a product
Display Product Called Product
Reheat Cleaning
G the I hi +
Calibration Hot Hold To Cool q w e r t y u i o p @
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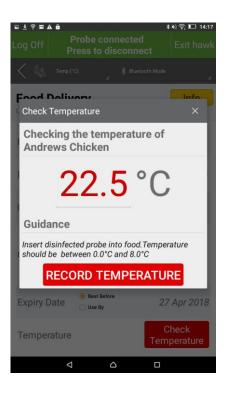
#### **Delivery temperature checks 2/2**

To check the delivery temperature, click on the 'check temperature' button and place the probe between the packs of items to take a reading. Wait for the temperature to stabilise.

If the temperature is within your policy, it will show up as green. All other temperature will show up as red and you will be prompted to take a corrective action.

Note: Suggestions on your policy temperatures are also displayed on the screen.

Press 'review' to access a summary of the check taken or 'add another?' to record another delivery check.





#### **Cooking temperature checks**

First, enter the item that has to be cooked.

After selecting 'cooking', a keyboard will appear at the bottom of the screen and a list of suggested items will appear as you start typing a product name.

Insert the probe into the core of the product and once the temperature has stabilized, click 'Record Temperature';

If the temperature is not within your policy, it will show up as red and you will be asked to take a corrective action.

If you select 'continue cooking' the item will remain in the 'currently cooking' list on the main cooking screen for the next test.

Image: Second state     Image: Second state       Log Off     Probe connected       Press to disconnect     Exit hawk       Image: Second state     Image: Second state       Image: Temp (°C)	Image: Second	I 1 22 Log UII Press to disconnect Exit hawk
Good afternoon Info	Cooking Info	Cooking Info
Current Location: Food Storage	New item to check? Start typing to select item	Checking the temperature of Chicken
Hot Hold & Cook To Cool Display	Recently cooked Search list Order by Name	22.4 °C
Reheat Cleaning		Insert disinfected probe into food. Temperature should be 70.0°C or above
Calibration Hot Hold To Cool		RECORD TEMPERATURE
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#### Food storage temperature check

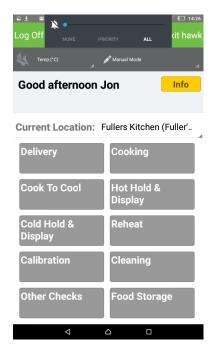
After clicking on 'food storage', select the fridge you want to check and record the temperature indicated.

On this page, you will also have the opportunity to see when the asset was last checked.

If the temperature is within your policy, it will show up as green. Everything else will show up as red and you will be prompted to select a reason as to why it may be outside of the parameters, such as: Door closed

- Maintenance order raised
- Cleaning in progress
- Defrosting
- Out of operation
- Food moved
- Retest

Note: these can be amended as per client requirements.



Log Off	PRIORITY ALL	it hawk
Current Asset: Fr	idae	
1 Cold Display	Checked: Never	
2 Cold Display	Checked: Never	
3 Undercounter Fridge	Checked: Never	
4 Undercounter Fridge	Checked: Never	
5 Undercounter Fridge	Checked: Never	
6 Walk-In Fridge ⊲	Checked: Never	

#### **Reheating temperature check**

After selecting 'cooking', use the keyboard at the bottom of the screen. A list of items will appear as you start typing a product name.

Insert the probe into the core of the product and once the temperature has stabilized, click 'Record Temperature'.

If it's not within temperature it will show up as red and you will be asked to take a corrective action.

If you select 'continue reheating' the item will remain in the 'currently reheat' list on the main reheating screen for the next test.

Note: The timescale of the alert is based on the client policy/need. After this time, the alert will disappear from the Roost and Dashboard.

Log Off NONE PRIORITY ALL CIT Hawk	Log Off Probe connected Press to disconnect C S Temp (°C)  Bluetooth Mode Reheat Info
Current Location:       Fullers Kitchen (Fuller'         Delivery       Cooking         Cook To Cool       Hot Hold & Display	New item to reheat? v Veg Dish Roast Veg
Cold Hold & DisplayReheatCalibrationCleaningOther ChecksFood Storage	<ul> <li>G v c b ↓</li> <li>q w² e³ r⁴ t⁵ y° u² i° o° p° ∞</li> <li>a s d f g h j k l e</li> <li>☆ z x c v b n m ! ? ☆</li> <li>? 123 ·</li> </ul>

#### 'Cook To Cool' temperature checks

After selecting 'Cook To Cool', a list of all your recently cooked items will appear. Please click on the item you want to cool.

To have the item cool at room temperature for up to 30 minutes, click 'Ambient Cooling'. This item will then be listed under 'Ambient Cooling'.

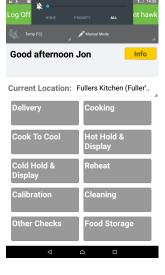
Once cooled at ambient temperature, it will need to be placed in the chiller: Select the item and click 'Place in Chiller'. It will then require recording the temperature.

The item will appear under the 'Items in the Chiller' category.

You can also place items directly in the chiller from 'Recently Cooked' category. - simply record the temperature of the item.

A final temperature check will be requested for the 'Items in the chiller' category.

L © ♥ ■ ▲ ● 4 ♥ □ 1436 Log Off Probe connected Press to disconnect Exit hawk	□ ± ♥ ≡ ▲ ê     4 ♥ □ 1436       Log Off     Probe connected Press to disconnect     Exit hawk	Log Off None PROBEV ALL dt hawk	Log Off Nove Preserv AL dit have
Cook To Cool	Cook To Cool Info	Cook To Cool Info	Food Storage Check Temperature ×
Recently Ambient Items in the Cooked Cooling Chiller	Recently Ambient Items in the Cooked Cooling Chiller	Recently Ambient Items in the Cooked Cooling Chiller	C Checking the temperature of 5 Undercounter Fridge
			22.4 °C
No items to display	No items to display	No items to display	Insert disinfected probe into food.Temperature should be between 0.0°C and 8.0°C
			RECORD TEMPERATURE
			5 Undercounter Checked: Never Fridge
< △ □	< △ □	<b>4 0</b>	6 Walk-In Eridine Checked: Never



#### Hot and cold hold & display temperature checks

Hot and/or cold food kept on display, such as buffet food, will also need to be checked.

After selecting 'Hot Hold & Display' or 'Cold Hold & Display', use the keyboard at the bottom of the screen and a list of suggested items will appear as you start typing a product name.

Insert the probe into the core of the product and once the temperature has stabilized, click on 'Record Temperature'.

Log Off NONE PROFITY ALL	± ∷ ? ॼ ▲ ê *t % ? ा 1447 Log Off <mark>Probe connected Press to disconnect</mark> Exit hawk	ब ± २ व्य A के * २२ ा 1448 Log Off <mark>Probe connected</mark> Exit hawk
Temp (°C) 🖋 Manual Mode		C 🦣 Temp (°C) 🚽 🕸 Bluetooth Mode
Good afternoon	Hot Hold and Display	Cold Hold and Display
Current Location: Fullers Kitchen (Fuller'.	New hot hold check?	New cold hold check?
Delivery Cooking	⊻ Veg Dish	⊻ Veg Dish
Cook To Cool Hot Hold & Display	Roast Veg	Roast Veg
Cold Hold & Reheat Display	G v b c ♣	G v c b ♣ q'w <sup>2</sup> e <sup>2</sup> r <sup>4</sup> t <sup>5</sup> y <sup>6</sup> u <sup>7</sup> i <sup>6</sup> o <sup>5</sup> p <sup>6</sup> ⊙
Calibration Cleaning	q'w <sup>°</sup> e <sup>°</sup> r <sup>°</sup> t <sup>°</sup> y <sup>°</sup> u <sup>′</sup> i <sup>°</sup> o <sup>°</sup> p <sup>°</sup> ⊙ as dfghjkl ⊖	q'w'e'r ty'u'i o'p' 🗷 asdfghjkl 🥑
Other Checks Food Storage	☆ z x c v b n m ! ? ☆ 7123 , ③ · 7123	☆ z x c v b n m ! ? ☆ 1123 ,

# **Cleaning checks**

Click on 'Cleaning' to complete the daily or weekly checks. On the next screen, select 'completed' if the check has been done or enter the reason if not. Finish and submit your checks by clicking 'Done'.

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Temp (*C)	Bluetooth Mode
Good afternoon	Jon Info
Current Location:	Fullers Kitchen (Fuller'
Delivery	Cooking
Cook To Cool	Hot Hold & Display
Cold Hold & Display	Reheat
Calibration	Cleaning
Other Checks	Food Storage
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Log Off		connected disconne		Exit hawk
< 🐝	Temp (*C)	∦ Bluet	ooth Mode	4
Cleani	ng etc.			Info
Daily				
Daily Weekly	following	items hav	e been	cleaned
	arie/Holdi	ng Units	INCOMPL	ETE
Not clea				
Grills A	nd Ovens		INCOMPL	ETE
Not clea				
Hot Cu Marie	pboards A	nd Bain	INCOMPL	ETE
Not clea				
Dishwa	asher		INCOMPLI	ETE/
	Þ			

Log Off NONE PRIORITY	ALL	n⊡ 14:41 kit hawk
< 🔌 Temp (*C) 🍂 Blueto	oth Mode	4
Cleaning etc.		Info
Dette		
Daily		
Microwaves		COMPLETE
Preparation Sinks		COMPLETE
Cooking Range		COMPLETE
Fridges/Freezers/Chillers Wiped Down (Inc Seals)		COMPLETE
Hand Contact Points e.g. Equipment Handles		COMPLETE
Done		
⊲ △		

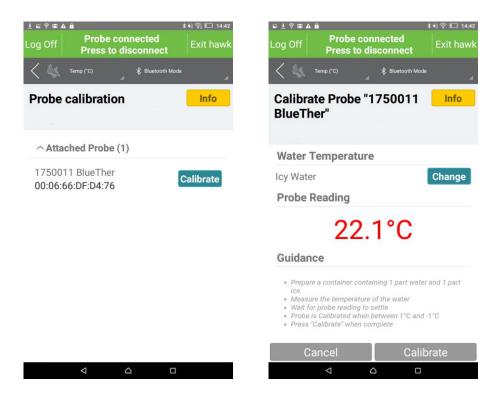
## Calibration

The calibration category allows the user to check if the Probe is working properly.

To do so, select the serial number of the probe you would like to check and click 'Calibrate'.

Then, place the Probe into a container of ice or boiling water, wait for the temperature to stabilize, and click on 'Record Temperature'.

Note: You can only calibrate a probe if it is paired with the tablet



## **Further information**

If you have any questions, please contact the Hawk team on +44 3330 14 37 14 or email support@hawksafety.com