



**HAWK**

## **QUICK REFERENCE GUIDE V1.0**

## Summary

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**This guide should be kept available to assist you in the event of an EHO visit.**

# Quick user guide

To be able to view reports and bring up monitor history you will need to access the Hawk website. Please log on to <https://app.hawksafety.com> with your username and password. Once you have logged in, click on 'My Dashboard' at the top right of the screen.

The screenshot shows the Hawk dashboard interface. At the top, there is a navigation bar with the Hawk logo and a 'Good Afternoon' greeting. The main content area is divided into several sections. On the left, there is a sidebar with temperature readings for 'Drinks Fridge' (3.7°C), 'Main Freezer' (-16.3°C), 'Serve Over 1' (4.0°C), and 'Serve Over 2' (4.7°C). In the center, there is a table showing 'ACTIVE ASSETS' and 'ACTIVE SENSOR' counts, along with 'ALERTS TODAY' and 'ALERTS THIS WEEK' counts. Below this is a section for 'RECENTLY ACKNOWLEDGED ALERTS' with columns for 'Asset Name', 'Temperature', and 'View'. On the right, there are four large colored boxes representing different types of checks: 'DELIVERY' (blue), 'COOKING' (dark blue), 'CLEANING' (purple), and 'CALIBRATION' (orange). Each box shows a large '0' and the text 'Checks Completed'. At the top right, there is a search bar and a date selector set to 'Friday, October 2nd (today)'. The interface is annotated with numbered callouts: 1 points to the temperature sidebar, 2 points to the alerts table, 3 points to the check completion boxes, and 4 points to the top navigation bar.

1. Your Current temperatures

2. Overview of your assets and alerts

3. Daily checks that have been completed

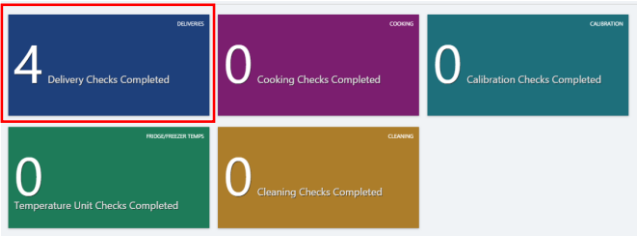
4. This is where you can search your history, view reports and assignments

Once there, you will see the screen above. This is where you can see an overview of what is happening with your system.

- 1 - Your Current temperatures
- 2 - Overview of your assets and alerts
- 3 - Daily checks that have been completed
- 4 - This is where you can search your history, view reports and assignments

# Checklist history

To view the history of checks that have been completed, click on the relevant tile of the information you wish to see. You will then be taken to a new screen showing all the checks completed today.



HAWK							
My AssignmentsMy DashboardManageReports							
Delivery Check Results				Export in ExcelExport in PDF		Tuesday, October 6th (today)°C	
Supplier	Product	Reference	Temperature	Date	Location	User	Status
James Law	Pork (Chilled) Use by Tuesday, October 13th, 2015.	62250	✓ 1.0°C	Tue, October 6th, 2015; 11:00:50 AM	Walmseys, Shop	David	
Todds Ltd	Bacon (Chilled) Use by Tuesday, November 3rd, 2015.	28433	✓ 3.0°C (manually entered)	Tue, October 6th, 2015; 10:29:03 AM	Walmseys, Shop	Jonathan Wallwork	
John Penny's	Beef (Chilled) Use by Tuesday, October 20th, 2015.	109607	✓ 1.0°C	Tue, October 6th, 2015; 10:27:47 AM	Walmseys, Shop	Jonathan Wallwork	
Hall & Roberts Ltd	Bacon (Chilled) Use by Tuesday, November 10th, 2015.	0164765	✓ 3.0°C (manually entered)	Tue, October 6th, 2015; 9:12:06 AM	Walmseys, Shop	Jonathan Wallwork	

To look back through the history, please select the date range required from the drop down as shown below. Once the date range is selected, please click on 'Apply' and the data will be shown on screen.

HAWK							
My AssignmentsMy DashboardManageReports							
Delivery Check Results				Export in ExcelExport in PDF		Tuesday, October 6th (today)°C	
Supplier	Product	Reference	Temperature	Date	Location	User	Status
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Todds Ltd	Bacon (Chilled) Use by Tuesday, November 3rd, 2015.	28433	✓ 3.0°C (manually entered)	Tue, October 6th, 2015; 10:29:03 AM	Walmseys, Shop	Jonathan Wallwork	
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Hall & Roberts Ltd	Bacon (Chilled) Use by Tuesday, November 10th, 2015.	0164765	✓ 3.0°C (manually entered)	Tue, October 6th, 2015; 9:12:06 AM	Walmseys, Shop	Jonathan Wallwork	

Date Range: Today06/10/2015 - 06/10/2015

Site: All Sites

Temperature: Celsius

Apply

# Changing sites

If you have multiple sites that you monitor, you can change the site data that is being shown.

Click on the date drop down at the top right of the screen, You can select whether to view all sites or just and individual one.

You can use this feature to look at different site data on most screens.

HAWK

My Assignments

My Dashboard

Manage

Reports

Delivery Check Results

Export in Excel

Export in PDF

30th - 6th October°C

Date Range: Previous 7 Days

30/09/2015

06/10/2015

Site: All Sites

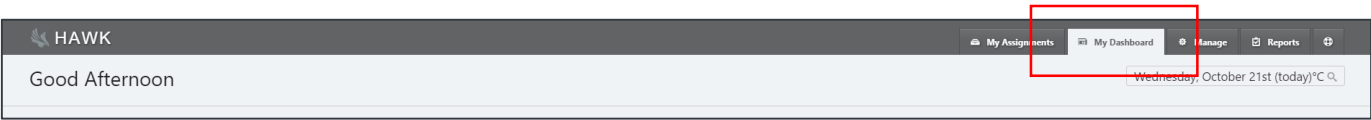
Temperature: Celsius

Apply

Supplier	Product	Reference	Temperature	Date	Location	Notes
James Law	Pork (Chilled) Use by Tuesday, October 13th, 2015.	62250	✓ 1.0°C	Tue, October 6th, 2015; 11:00:50 AM	Walmsleys, Shop	Jonathan Wallwork
Todds Ltd	Bacon (Chilled) Use by Tuesday, November 3rd, 2015.	28433	✓ 3.0°C (manually entered)	Tue, October 6th, 2015; 10:29:03 AM	Walmsleys, Shop	Jonathan Wallwork
John Penny's	Beef (Chilled) Use by Tuesday, October 20th, 2015.	109607	✓ 1.0°C	Tue, October 6th, 2015; 10:27:47 AM	Walmsleys, Shop	Jonathan Wallwork
Hall & Roberts Ltd	Bacon (Chilled) Use by Tuesday, November 10th, 2015.	0164765	✓ 3.0°C (manually entered)	Tue, October 6th, 2015; 9:12:06 AM	Walmsleys, Shop	Jonathan Wallwork
James Law	Pork (Chilled) Use by Monday, October 12th, 2015.	62211	✓ 1.0°C (manually entered)	Mon, October 5th, 2015; 9:19:10 AM	Walmsleys, Shop	Jonathan Wallwork
Atkinsons Ltd	Chicken (Chilled) Use by Saturday, October 10th, 2015.	723937	✓ 3.0°C (manually entered)	Sat, October 3rd, 2015; 8:05:52 AM	Walmsleys, Shop	Jonathan Wallwork
Atkinsons Ltd	Chicken (Chilled) Use by Saturday, October 10th, 2015.	723883	✓ 4.0°C	Fri, October 2nd, 2015; 11:22:38 AM	Walmsleys, Shop	Jonathan Wallwork

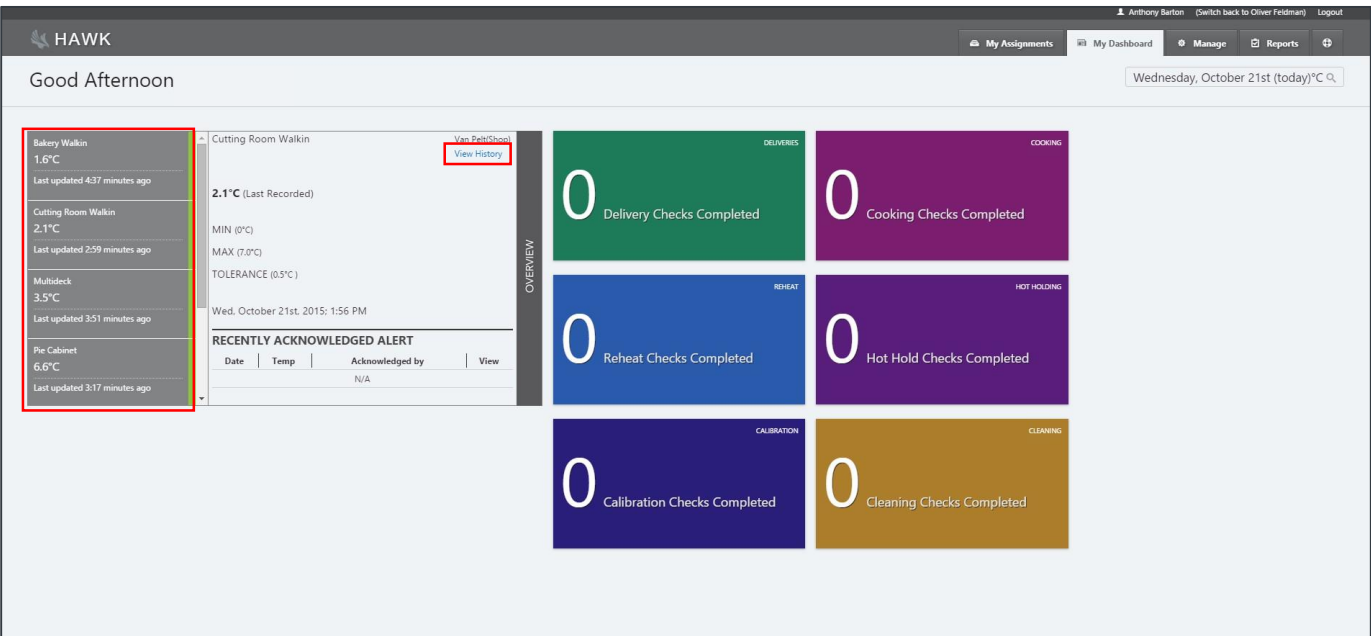
# Monitor history

To look up your monitor history, please select 'My Dashboard' from the options at the top of the screen.



Once opened, you will see the screen below. This automatically shows your temperatures at the time of opening the page. To look through previous data, click on of your fridges/freezers from the list on the left. Then click on the 'view history' button as shown below.

A new page will open and you will then be able to select the date range that you wish to review on the right hand side. Once selected, click on the 'update filter' button to bring up the data.



## **Further information**

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