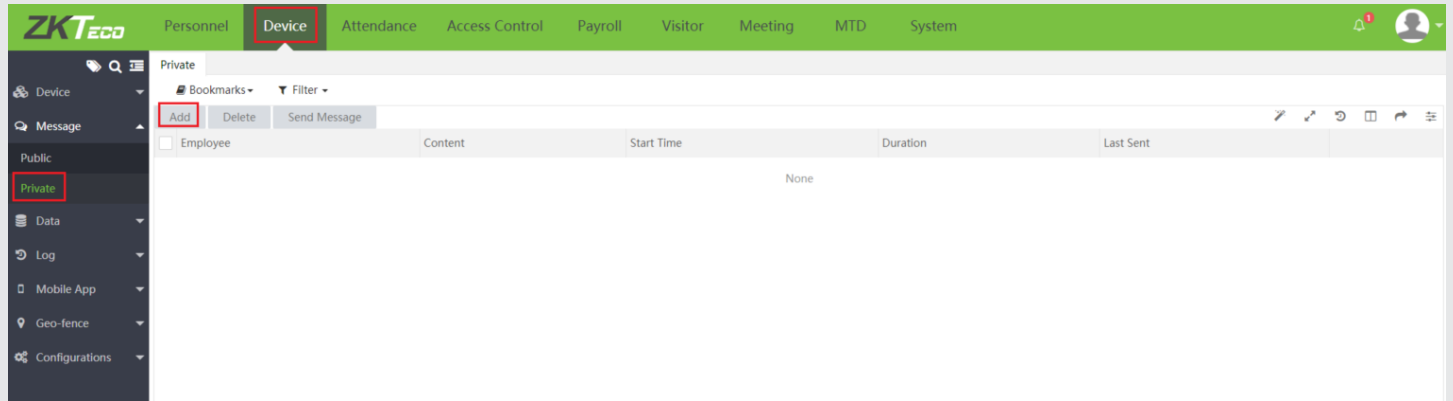


## Biotime 8 – Private Message

You can send a Message to selected persons

Following are steps to take when you add a private Message

Device > Message > Private



Select the user you want to send a private message

The 'Add' dialog box is shown, allowing the user to select an employee and enter message details. The 'Employee' list has two entries: one with ID 117 (Gerald) and one with ID 1993 (Juandre). The 'Selected' list is currently empty. The form below the list includes fields for 'Start Time\*', 'Duration\*' (set to 60), and 'Content\*'. A red box highlights the 'Start Time', 'Duration', and 'Content' fields. At the bottom right, there are 'Confirm' and 'Cancel' buttons.

Employee...	First Name	Last Name	Departme...
<input type="checkbox"/>	117	Gerald	Departme...
<input type="checkbox"/>	1993	Juandre	Catchpole

**Start Time:** Select the date and time when the message must appear

**Duration:** How long do you want to message be active for the person

**Content:** This is where you will add your message



Add
✕

Departme
Department

<input type="checkbox"/>	Employee...	First Name	Last Name	Departme...
<input checked="" type="checkbox"/>	117	Gerald		Departme...
<input type="checkbox"/>	1993	Juandre	Catchpole	Departme...

20
Total 2 Records
<
>
1
Page
Confirm

Selected 1

<input checked="" type="checkbox"/>	Employee I...	First Name...	Last Name...	Departme...
<input checked="" type="checkbox"/>	117	Gerald		Departme...

Start Time\*       Duration\*  Minute(s)

Content\*

Confirm
Cancel

Click confirm.

The message is on the software but not on the device

Tick the message in the tick box and select send message tab

Device > Message > Private

Prompt
✕

Are you sure to send the message?

Confirm
Cancel

Select Confirm

