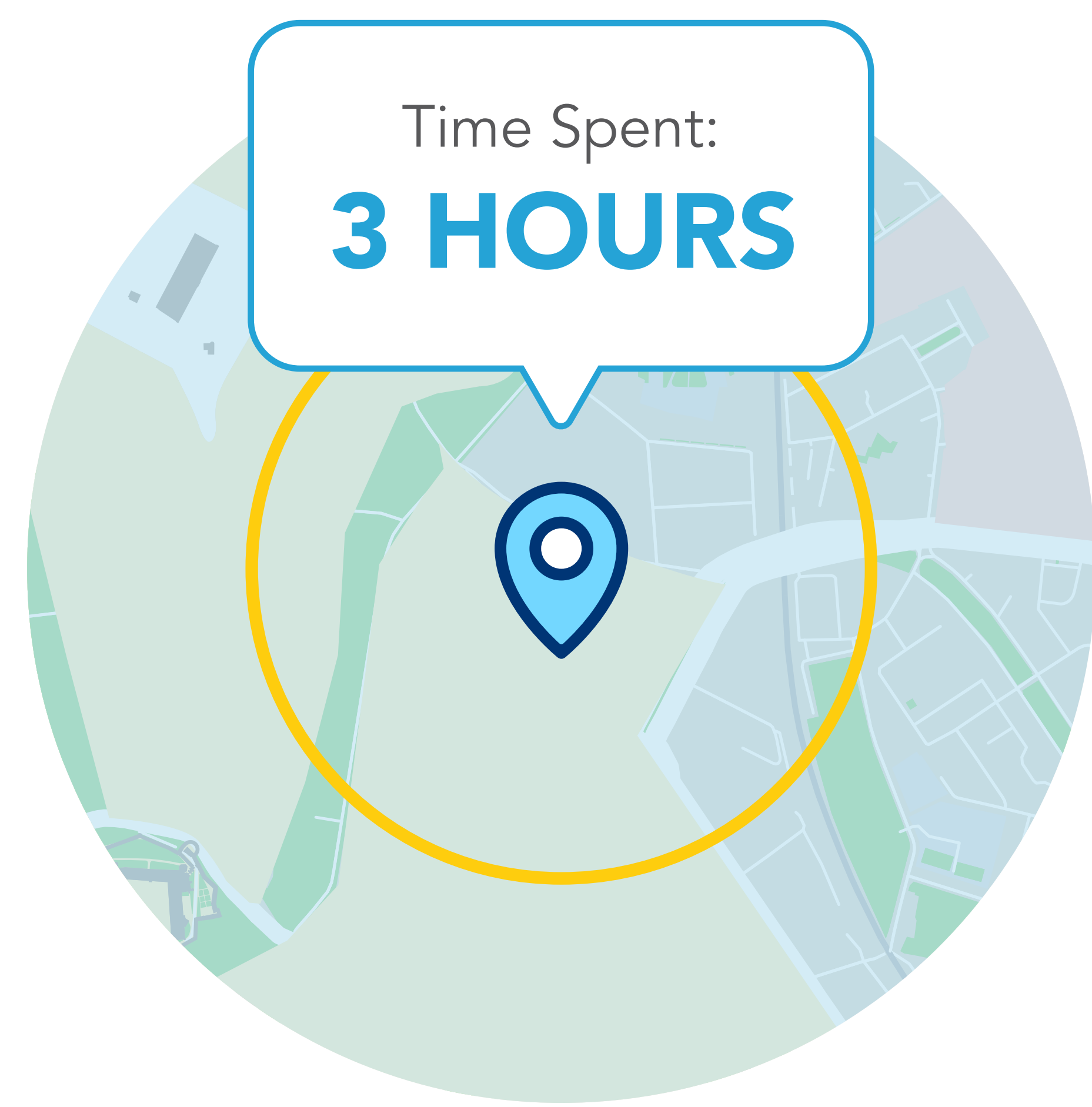


# GEOFENCE TUTORIAL



## 1 WHAT IS A GEOFENCE?



Geofence is a virtual perimeter/boundary around a particular location on a map. The location can be any area of interest such as your office, home, warehouse, customer job sites and more. allGeo uses these geofences to automatically monitor activity such as entry, exit and the time spent inside the area.

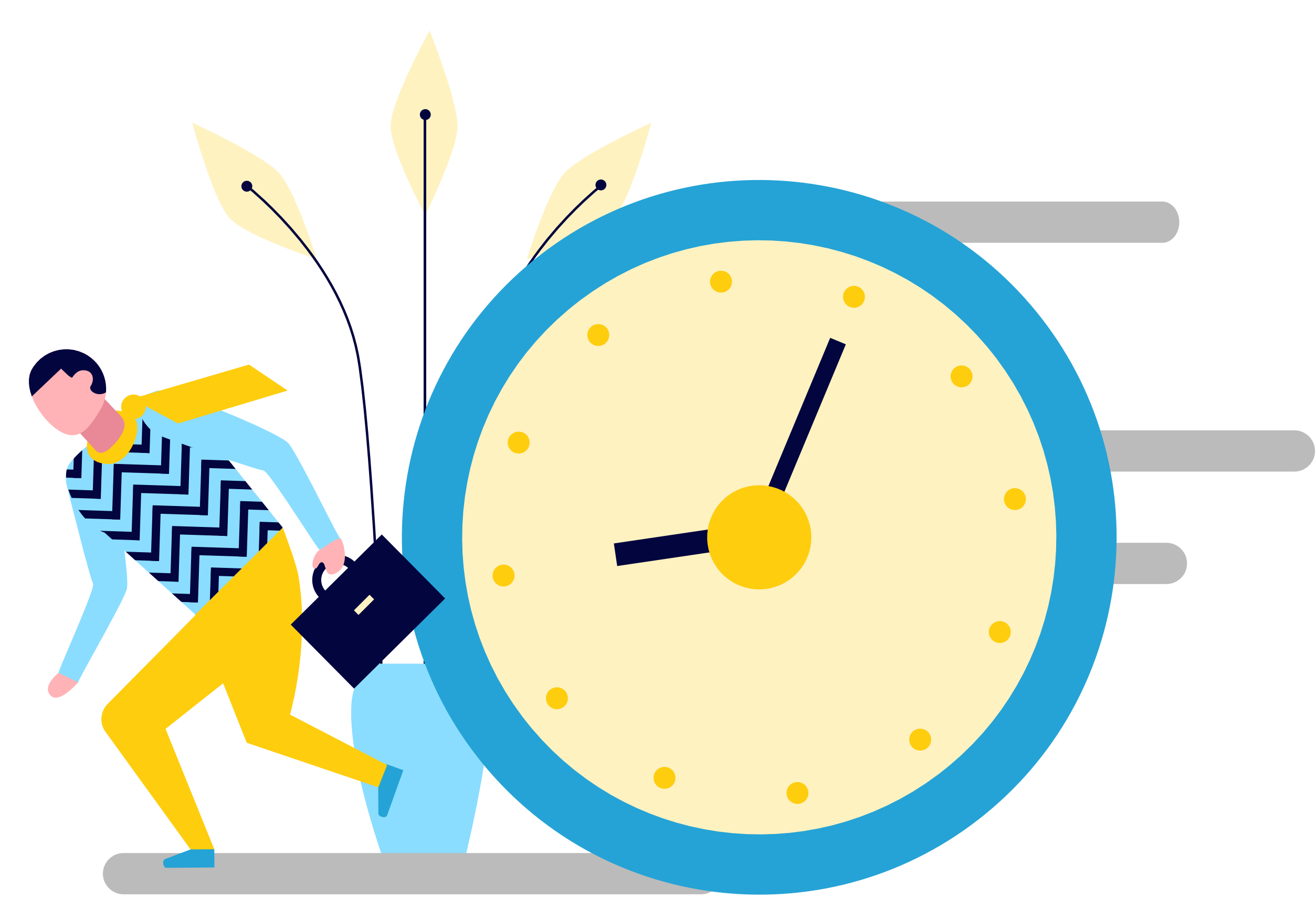
## 2 CREATING GEOFENCE JOB SITES

To create a circular geofence simply enter the street address (or GPS lat/long) of your job site and a radius to encompass a particular area. You can also create a polygon geofence (with multiple address points)

Add sites one at a time or in bulk saving a .CSV file uploads or API Integration!



## 3 AUTOMATIC TIME-CLOCK



allGeo can be setup to record automatic attendance log for any employee entering or exiting a job site ("Zero Touch" time-clock).

allGeo can also record miles driven in between job sites.

## 4 AUTOMATION RULES

Setup workflow rules to trigger alerts specific to your business automation needs.

Set up alerts based on geofence activities such as 'arrival', 'departure', 'inside time elapsed' and more!

Setup advanced alerts based on operations needs such as - 'late arrival', 'no check-ins' by a certain time, 'lingering in a store' for more than 30 mins and more!



## 5 REPORTS AND ANALYTICS



allGeo can generate payroll reports with records of employee's time & attendance and mileage logs. Includes scheduled delivery of daily/weekly reports with standard and overtime calculations.

Generate job costing reports based on employees wages and site & task rates.

Generate compliance reports with proof of site attendance to meet customer SLA.

**AUTOMATE YOUR WORKFORCE USING GEOFENCING**