

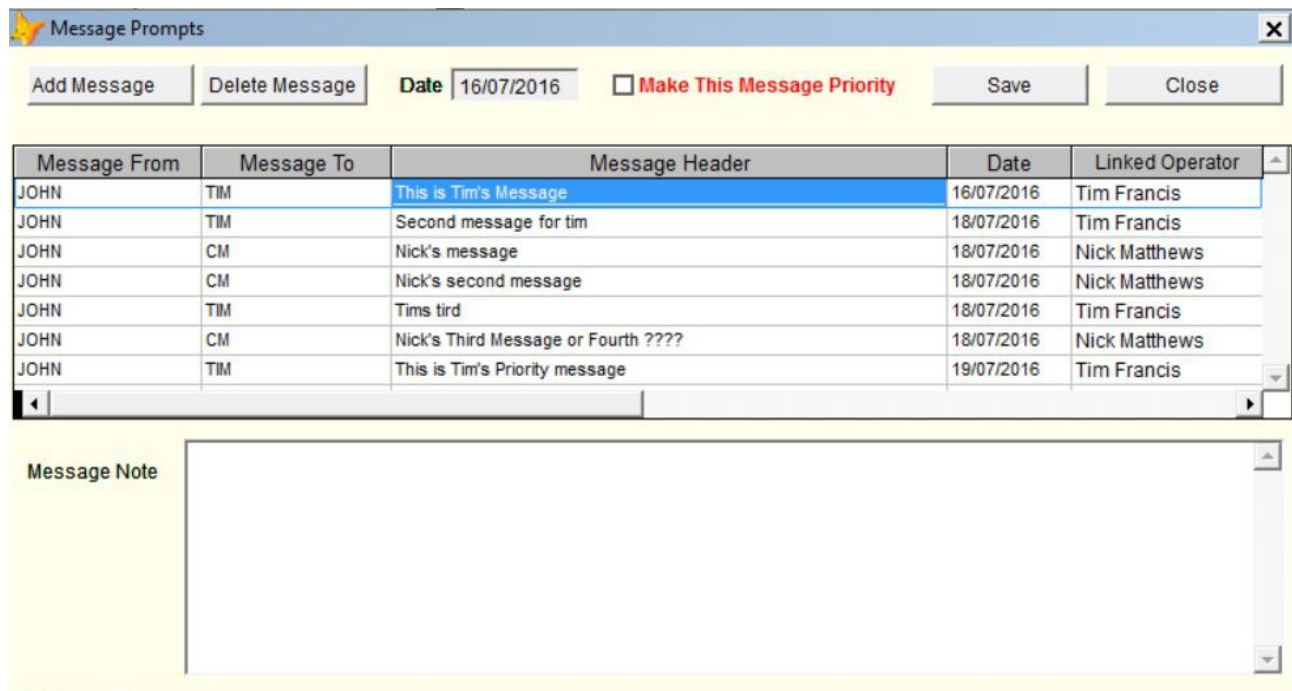
Astarla Internal Messaging

The messaging is set up as a reminder system across all open terminals running AstarlaWorks. It runs on a timer with adjustable interval times both for popping up as a reminder and minimising again.

It can be linked to any operator's login unique id through the contact database.

To set up link each operator through Security by using the Contact Link button to link an employee from the Contact database.

To set up each message use this form from Administration – Messages



The screenshot shows a window titled "Message Prompts" with a close button (X) in the top right corner. Below the title bar, there are several controls: "Add Message" and "Delete Message" buttons, a "Date" field set to "16/07/2016", a checkbox labeled "Make This Message Priority" (which is unchecked), and "Save" and "Close" buttons.

Below these controls is a table with the following columns: "Message From", "Message To", "Message Header", "Date", and "Linked Operator". The table contains eight rows of data:

Message From	Message To	Message Header	Date	Linked Operator
JOHN	TIM	This is Tim's Message	16/07/2016	Tim Francis
JOHN	TIM	Second message for tim	18/07/2016	Tim Francis
JOHN	CM	Nick's message	18/07/2016	Nick Matthews
JOHN	CM	Nick's second message	18/07/2016	Nick Matthews
JOHN	TIM	Tims tird	18/07/2016	Tim Francis
JOHN	CM	Nick's Third Message or Fourth ????	18/07/2016	Nick Matthews
JOHN	TIM	This is Tim's Priority message	19/07/2016	Tim Francis

Below the table is a "Message Note" section with a large text area for entering notes.

Once set up the Priority level can be set to high if you wish.

When the Add Message is used the first contact chosen will be the 'Message From' and the second the contact the message is meant for.

When an operator logs in the Show Message form will filter all messages meant for that person and display them in the form. The Show Message form will pop up at each interval with a Windows Alert sound, wait for a predetermined delay then minimise and wait for the next interval. The Show Message form looks like this

The screenshot shows a window titled "Messages" with a yellow background. At the top, there is a "Search For" text box, an "Operator Number" field with the value "105", and a "Minimise" button. Below these, there is a red instruction: "Enter a word or name and Click on the column header you would like to search in". To the right of this instruction are two buttons: "High Priority" and "Completed". Below the instruction are two checkboxes: "Filter Completed" and "Mark As Completed", followed by a "Save Completed State" button. The main area contains a table with three columns: "From", "Message To", and "Message Subject". The table has four rows of data. The first row is highlighted in blue, the second in yellow, and the third in pink. The fourth row is white. Below the table is a scroll bar. At the bottom of the window, there is a text box with the instruction: "Click on the column header you would like to search in OR press Enter for instant name search".

From	Message To	Message Subject
JOHN	TIM	This is Tim's Message
JOHN	TIM	Second message for tim
JOHN	TIM	Tims tird
JOHN	TIM	This is Tim's Priority message

The recipient operator will see only messages meant for them, once the task is actioned they can set the Completed flag. An email will then be sent to the system administrator to notify them that one or more message status have changed.

Because the Messages maintenance area is part of the security system anyone can be locked out of making changes or deleting messages.