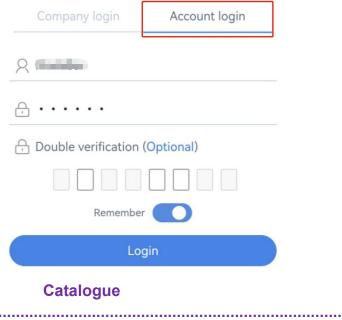


# **OGP Test Steps**

Login <a href="https://www.ogpcloud.com/">https://www.ogpcloud.com/</a> by ID password:123456

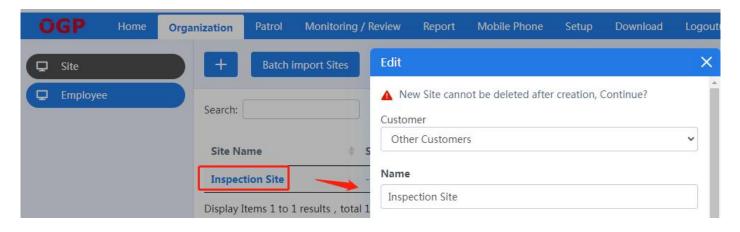


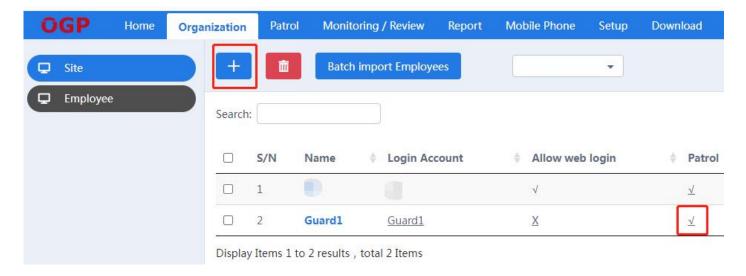
Guard Patrol Function	
1 Settings on PC	1
2 Scan checkpoints on APP	
3 Check report on PC	
Attendance function	
1 Settings on PC	6
2 Attendance on APP	
3 Check report on PC	8

# **Guard Patrol Function**

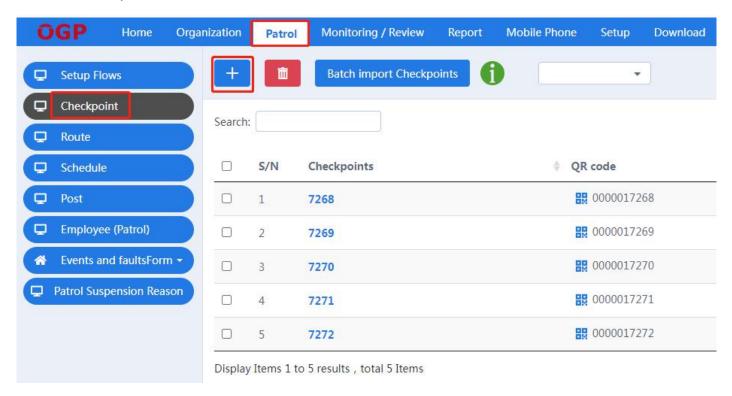
# 1 Settings on PC

#### 01 Edit Site Name

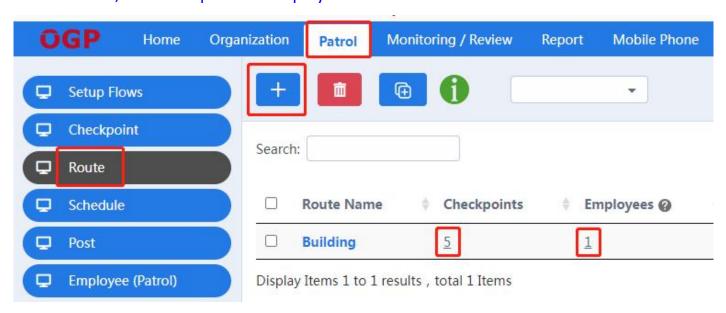




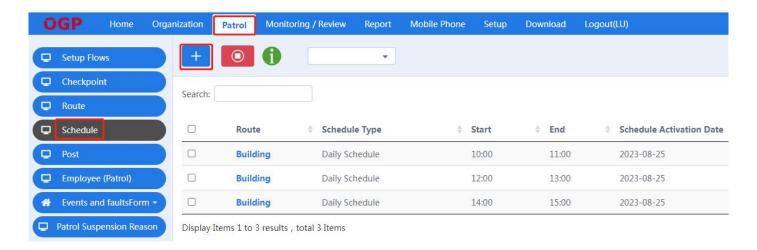
### 03 Add Checkpoints to Site



### 04 Edit Route, add checkpoints & employee into Route



#### **05 Edit Patrol Schedule**

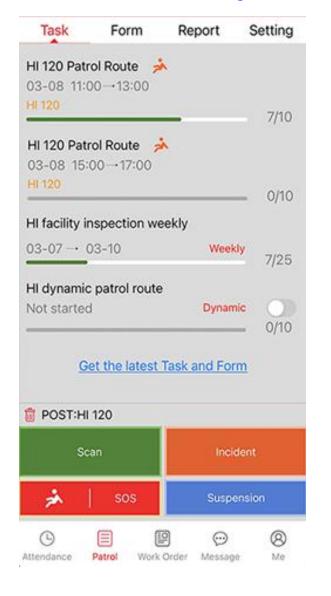


# 2 Scan checkpoints on APP





### 02 Click "Scan" to scan QR tags





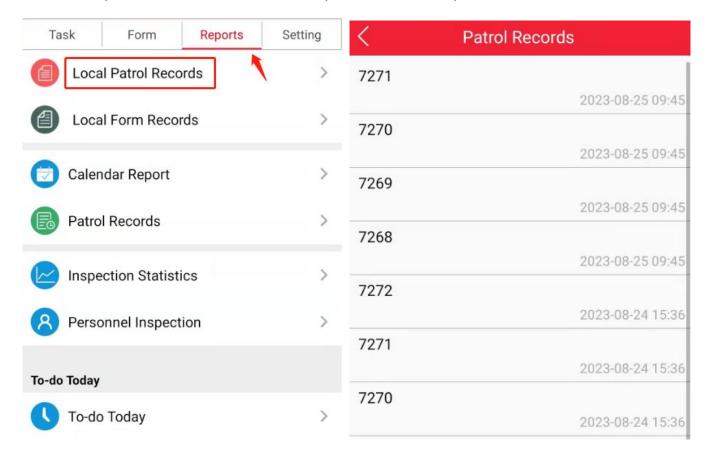




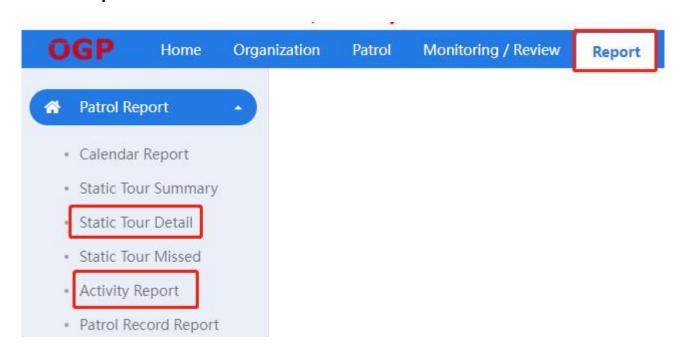


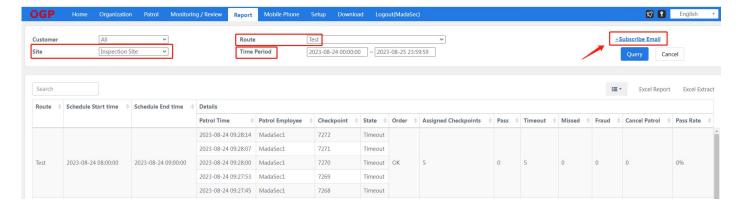


# 03 Click Report to check whether data upload successfully

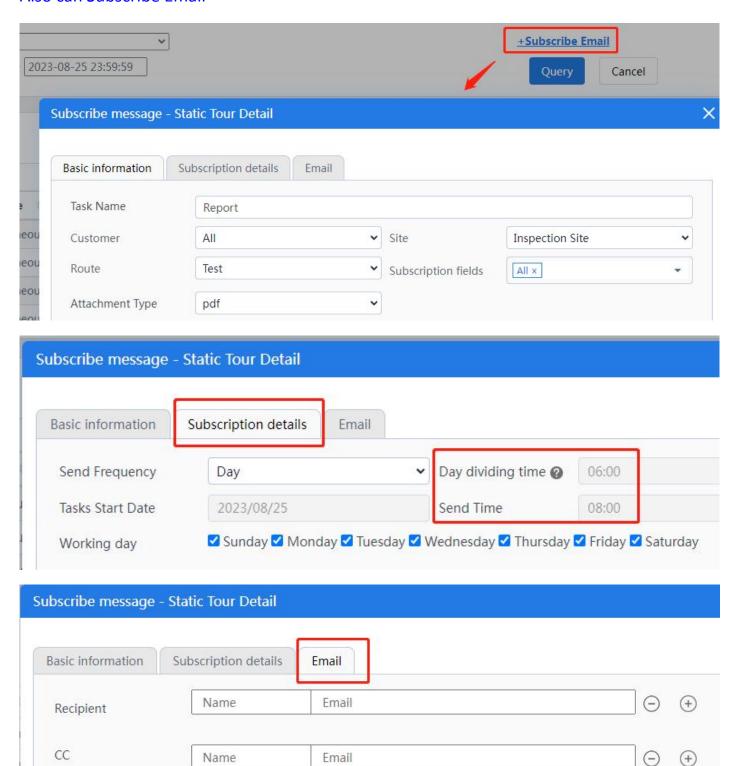


# 3 Check report on PC





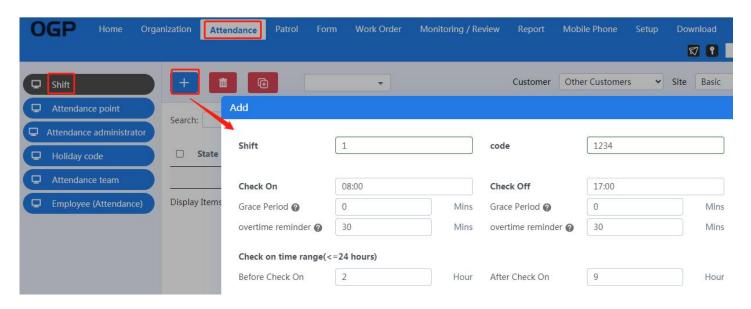
#### Also can Subscribe Email



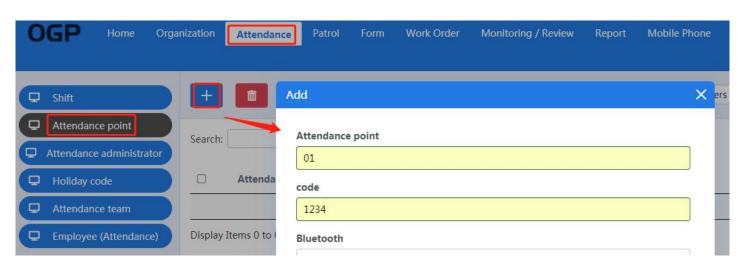
### **Attendance function**

### 1 Settings on PC

#### **Edit Shift**

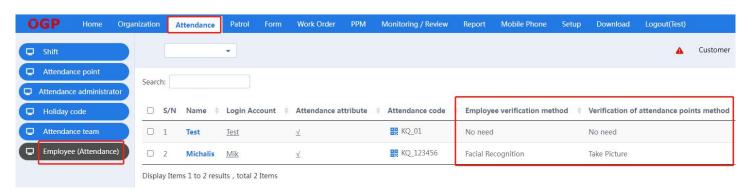


#### Add Attendance Point

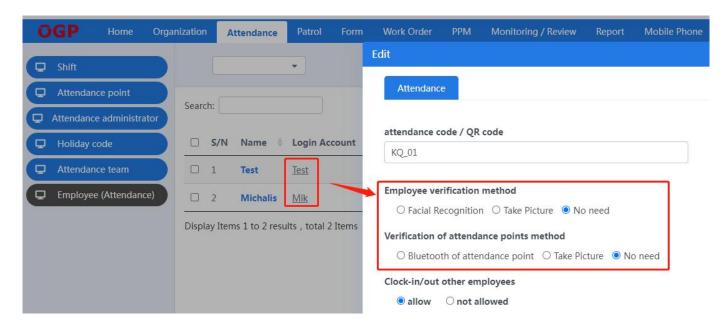


It is suggested to purchase Bluetooth tags for better anti-fraud. (\$20 each)

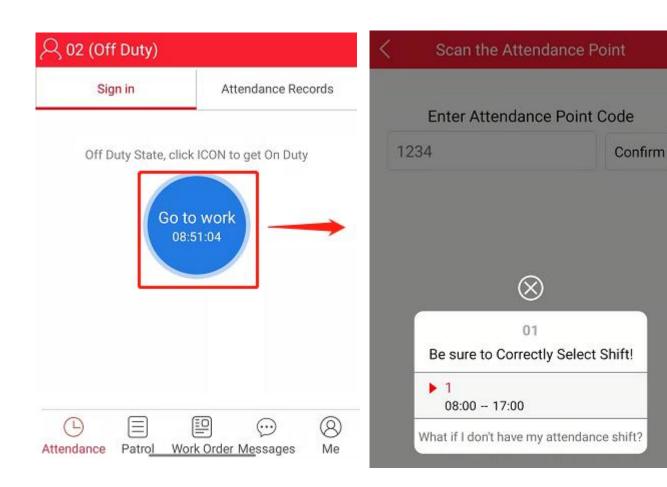
#### Edit Employee's Attendance

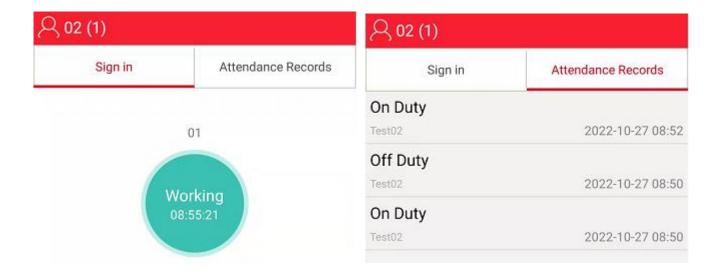


### **Edit Verification whether by Facial Recognition or Take Picture**



#### 2 Attendance on APP





# 3 Check report on PC



## Monitor function(available for Professional version only)

