

# **FEATURE RELEASE: Messaging**

Our new 'Messaging' feature is designed to expand the ability of Aguardion customers to communicate with offenders, employees and other stakeholders through the Aguardion platform.

## **Enhanced User Alerts**

The Aguardion system has the ability to send a variety of automated alerts to users, offenders and outside individuals like Parole Officers.

CSR/Administrators have the option to receive payment status reminders via email for offenders.

Red Alert Emails
Orange Alert Emails
Yellow Alert Emails

Green Alert Emails

Alert E-mails \*

### Alert E-mails

Recieve Dispatch Emails
Recieve Dispatch Texts

to receive SMS or email messages whenever a new installation is assigned to them. Note that to

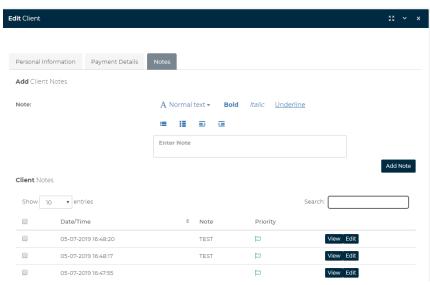
utilize these alerts, the proper email templates

will have to be configured.

# **Client Notes**

Client-specific notes (i.e. notes not tied to a particular monitoring event) can be viewed, edited and created when you are editing an individual.

Note that client-specific notes can be modified retroactively (unlike notes that are attached to a Monitoring Event). In addition, note types cannot be defined at this



level. This feature is best used for case-management related documentation that doesn't pertain to a specific monitoring event.

# **Monitoring Event SMS/Email Messaging**

Aguardion incorporates a sophisticated messaging system designed to streamline communication. To access the messaging system, select 'Send Message' under the offender name on the Monitoring Event screen.

You will be prompted to the message types you would like to send: SMS and/or email.

Note that SMS is character-limited and doesn't allow you to attach a file like you can with email.

### Send Text

Selecting 'Send Text' will bring up the SMS dialogue box.

The system allows you to add recipients either by typing their contact information in or selecting contacts associated with the Monitoring Event (Like the FSO or PO).

Using the 'Phone	Phone Number(s) (Including country		
Number(s)' option will	code starting with '+'):	<b>☎</b> +15345234254 ( test user )	^
allow you to		#18554727260 / Joe Montenegro )	

'free-add' a phone number or select an existing system user if they have a valid cell number in the system.

Note that this drop-		
down will also populate	Send to Additional Numbers :	
with Offenders that are	Send to Additional Numbers.	
'portal-enabled'. ALWAYS confirm the	✓ Copy Client	Copy PO
contacts you add.	Copy Alt Contact	Copy Alt PO
The secondary way to add recipients is to select them. Note that	Copy FSO	

individuals will be greyed out if no cell number is on record.

'Alt Contact' can be added via the offender edit screen. This field is most often used for spouses, parents, etc. but can be used for whoever you like. Once you



have selected the recipients, your message can be added- 'Save' will send the message immediately.

Note that the message cannot be replied to and will come from a 530 area code.

#### Send Email

'Send Email' works much the same as 'Send Text' with a few key differences. No message size limit exists, and documents can be attached to the email.

Note that large attachments might cause the email send to error.

# **Enhanced Monitoring Event Notes**

Notes attached to monitoring events provide a running log of activities associated with the event. Notes can be both user and system generated, like logs that generate changes in status, equipment installations, or manual financial overrides.

### **NEW- Emailing Notes**

Selecting multiple notes and selecting 'Email' will allow you to send a templated email that includes the selected notes. This is useful if you want to forward information to PO's or other individuals with a stake in an individual's case.

Note that the email format is set by the email templating system and can be customized to your organization's needs. Contact <a href="mailto:support@aguardion.com">support@aguardion.com</a> for more information on configuring this.