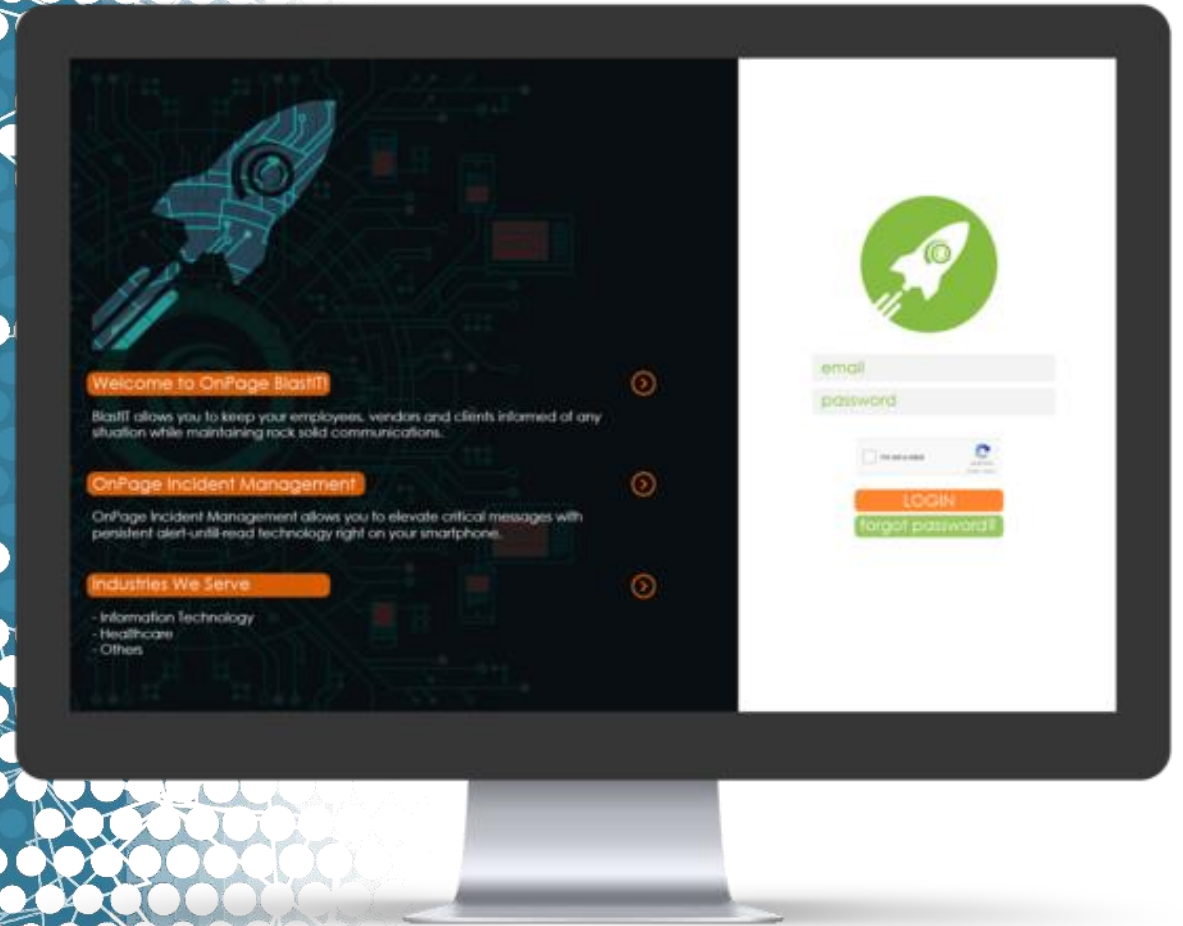


Welcoming You to OnPage BlastIT



About OnPage BlastIT

BlastIT provides mass notifications, helping organizations streamline crisis communications not just with response teams, but also with employees, vendors and clients.

Through BlastIT's web console, users can create editable templates in advance to expedite the crisis notification process when an urgent incident takes place. BlastIT also allows users to use free text to compose a message.

BlastIT mass notifications can be sent by administrators with just a few clicks via email, SMS or voice to those affected by the incident.



BLASTIT



1 — Creating Templates for BlastIT Messages

Message templates expedite the mass notification process, allowing administrators to select message content from a pre-configured list.

Departments > Create Department

Create Department

Name

Save Cancel

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1. Name the message template.

2. Once the template is created, save the message content. A list of BlastIT templates will follow.

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Templates

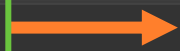
Templates List

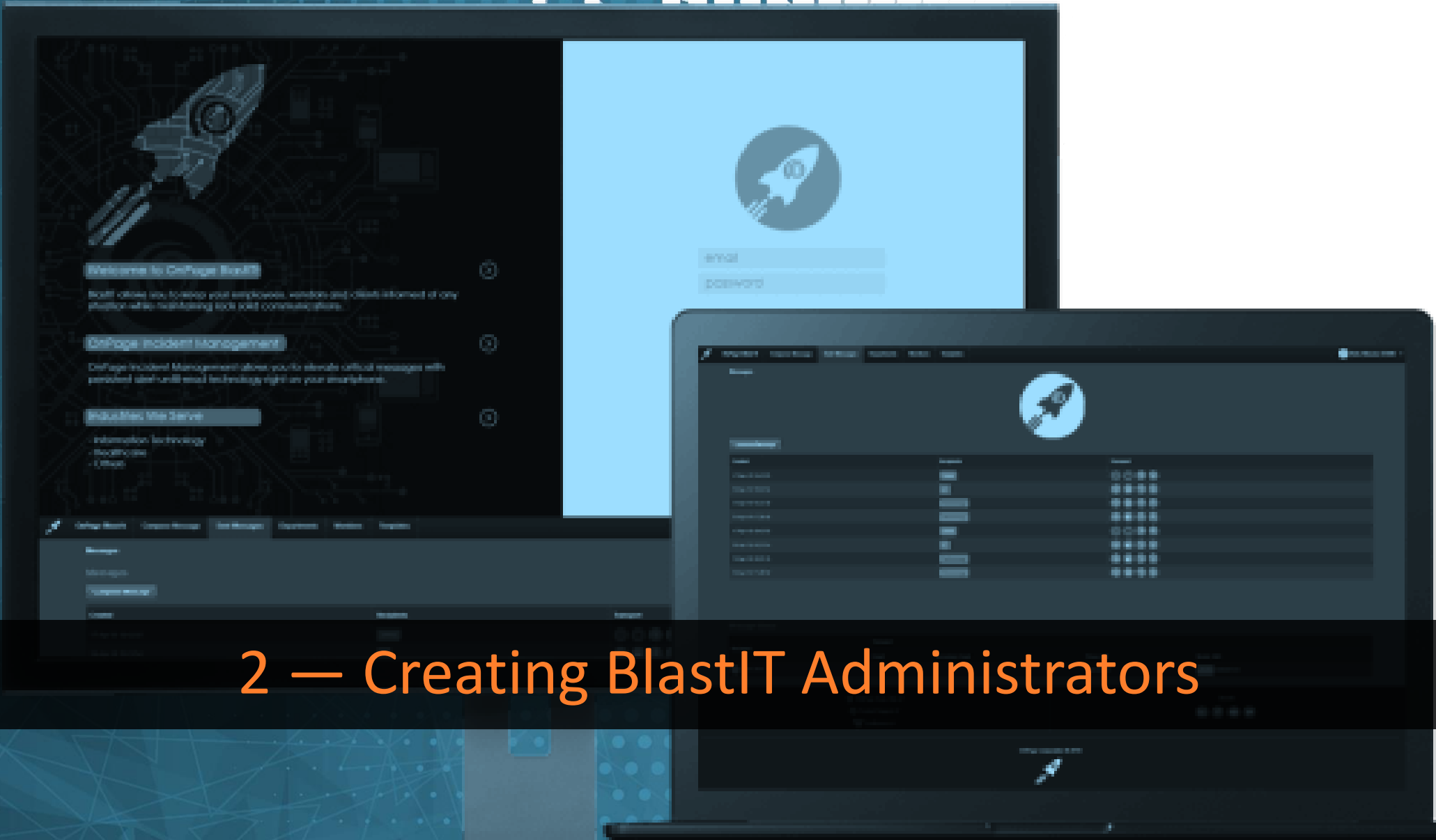
After saving a BlastIT template, all previously created templates will be listed.

Create Template

Name	
House on fire	Edit Delete
Police Fire Rescue	Edit Delete
School closure	Edit Delete
Snow Day	Edit Delete
Volunteer	Edit Delete

BlastIT allows system administrators to edit or delete templates.






2 — Creating BlastIT Administrators

Administrators

Create Administrator

Name	Email	Super administrator	
 Abdu Kibuuka DEMO	abdu.kibuuka@onpagecorp.com	✓	Edit Delete

Administrator information including, name, email and admin status is populated here.

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BlastIT enables teams to determine and select system administrators, who fully manage the console and its advanced capabilities.



3 — Creating BlastIT Members



Create a message recipient by populating these fields. Save the contact when completed.

Create Member

First Name

James

Last Name

White

Contact Info

Email

james.white@onpagecorp.com

Secondary Email

james123@gmail.com

Phone Number (for call)

5087800040

Mobile Number (for native SMS)

5087800040

Address

Country

United States

State

Massachusetts

City

Boston

Street

25 Kenmar Dr.

ZIP

01821

Save

Cancel



Import Members

Through BlastIT, system administrators can also import desired message recipients via a CSV file, eliminating the manual member creation process.

1 Upload
Choose file with members data

2 Review
Check the information

3 Import
Import members

You can import bulk of members using CSV file.

CSV file columns

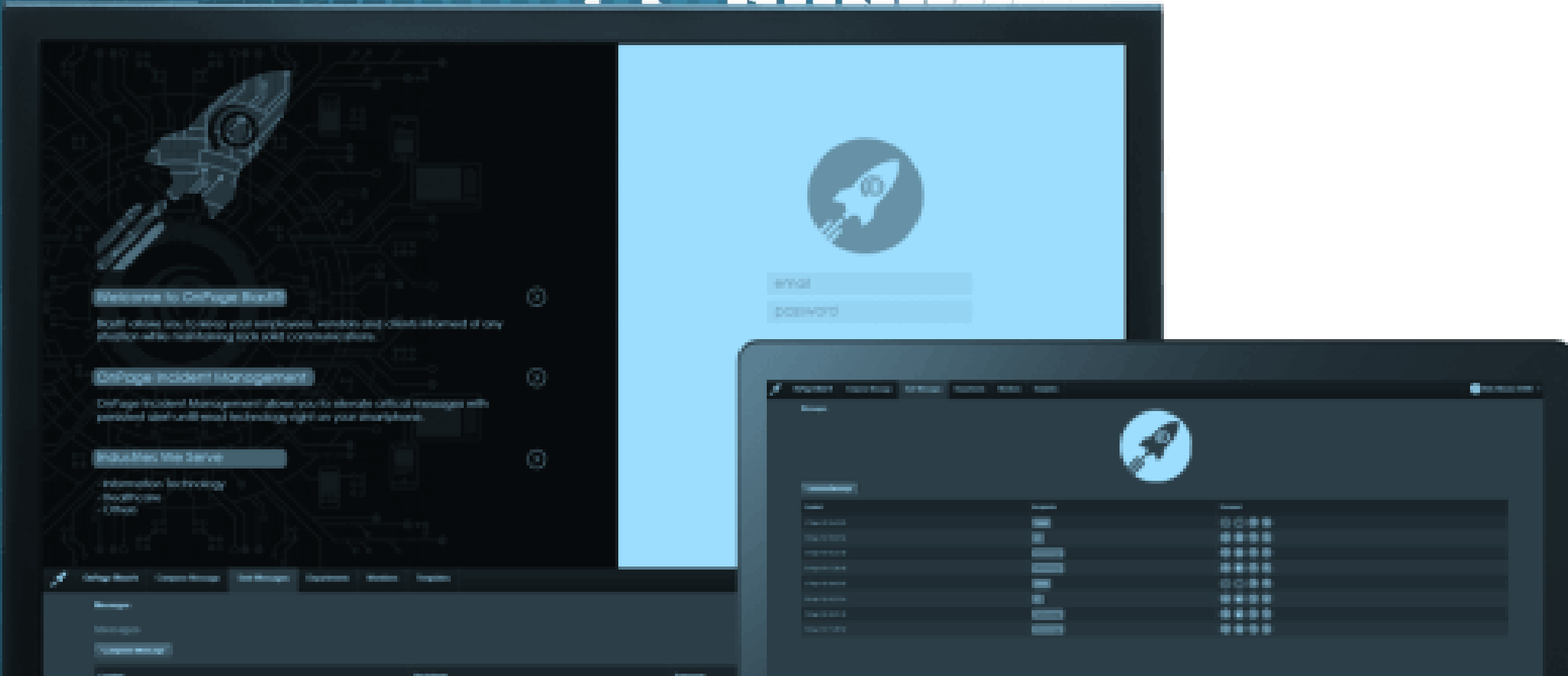
CSV file can be created from Excel file. CSV file doesn't contain any Excel formatting but all data.

CSV file has to be comma delimited!

- First Name - required
- Last Name - required
- Email address- required
- Secondary email address address (SMS)
- Phone number (for call)
- Mobile number (for native SMS)
- Array of departments (delimited by ;

Choose CSV File Cancel





4 — Creating BlastIT Departments

Departments > Create Department

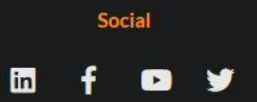
Create Department

Name

Save Cancel

BlastIT "Departments" are simply groups, consisting of the desired Members.

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1. System administrators can name their Departments. After title completion, save the created Departments and select recipients.

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To place a Member in a Department, edit the Member Profile and click the desired Departments and click save.



First Name
Abdu

Last Name
Kibuuka

Email
abdu.kibuuka@onpagecorp.com

Secondary Email
Secondary email

Phone Number (for call)
+15088407218

Mobile Number (for native SMS)
+15088407218

Save Cancel

- Member of
- Beca
 - Field techs
 - Fire
 - IT
 - IT
 - Joe
 - OnPage
 - Orlee
 - Police
 - Rescue team
 - School
 - support
 - Technology
 - Town Hall

Selected departments are shown on the right-hand panel.





5 — Composing a BlastIT Message

1. Select message Members or Departments.

- Members
- Jessica Mendez
 - Linda Colgate
 - Paul Rivers
 - Andrew Silva
 - Samantha Simon

- Recipients
- Rescue x
- Jessica Mendez
 - Linda Colgate
 - Paul Rivers
 - Andrew Silva
 - Samantha Simon

- Templates
- Police Fire Rescue
 - School closure
 - Snow Day
 - Volunteer
 - House on fire

2A. Select Message Template.

Subject

Severe weather

Message

All employees,

Due to stormy weather, everyone work from home.

Thanks,

2B. Free form a message if you prefer.

Reply Options

Enter reply options separated by ;.
For instance, yes;no

3. Configure reply options for message recipients, allowing them to acknowledge the alert.

Reply Option

- Primary Email
- Secondary Email (SMS)
- Native SMS
- Phone call

Send

4. Select all required delivery channels.



6 — BlastIT Message Status



Messages

Messages

Compose Message

Previously sent messages are listed under BlastIT's "Sent Messages" tab.

Created	Message
10-Oct-19 15:55:34	Severe weather
25-Jun-19 11:57:42	OnPage new link format test
06-May-19 16:23:02	Please listen to the message
06-May-19 16:17:46	Please listen to the message
06-May-19 16:16:47	Please listen to the message
06-May-19 16:16:34	Please listen to the message
23-Apr-19 13:13:05	Testing SMS and Phone call
18-Apr-19 10:28:27	Testing Twilio
11-Apr-19 11:49:58	OnPage Test
10-Apr-19 10:05:45	OnPage Test
10-Apr-19 10:04:47	OnPage Test
10-Apr-19 09:49:50	OnPage Test
10-Apr-19 09:47:56	OnPage Test

Clicking on a message allows system administrators to view the status of a message (i.e., message acknowledgements).

Messages >

Message Status

A green "ACK" button indicates the Member has acknowledged a BlastIT message. Acknowledgements for selected delivery channels are listed.

Recipient	Transport			
	Email	Secondary Email	Phone Call	Mobile SMS
Abdu Kibuuka	abdu.kibuuka@onpagecorp.com		+15088407218	+15088407218
Joe Beck	joe.beck@onpagecorp.com		7819222324	7819222324
Linda Colgate	noor.khayyat@onpagecorp.com		+16173142898	+16173142898
Paul Rivers	paul.ware@onpagecorp.com		+19789870760	+19789870760
Andrew Silva	bill.vanloon@onpagecorp.com		+16178726067	+16178726067
Samantha Simon			+16175156023	+16175156023

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Get Started

New BlastIT Features

Administration – Create system administrators and grant security levels.

Members – Create or import members and add contact information including, name, country, state, city street and zip code.

Compose Message – Search for specific members to send the message to. You can search for members by name, country, state, city street and zip code.



Get Started

OnPage's award-winning incident alert management system for IT, MSP and healthcare professionals provides the industry's only ALERT-UNTIL-READ notification capabilities, ensuring that critical messages are never missed. OnPage enables organizations to get the most out of their digital investments, so that sensors, monitoring systems and people have a reliable way to escalate urgent notifications to the right person immediately.

OnPage's escalation, redundancy and scheduling features make the system infinitely more reliable and secure than emails, text messages and phone calls. OnPage shrinks resolution time by automating the notification process, reducing human errors and prioritizing critical messages to ensure fast response times.

Whether to minimize IT infrastructure downtime or to reduce the response time of healthcare providers in life and death situations, organizations trust OnPage for all their secure, HIPAA-compliant, critical notification needs.

For more information, visit www.onpage.com or contact the company at marketing@onpagecorp.com or at (781) 916-0040.