

# **Product Overview**

## MyFieldAudits...

Is a Digital Inspection and Reporting Tool that allows your team to:



Quickly Capture Information

Resolve Issues

Analyze Results

Improve Performance



Google Play

## **Mobile Apps**





Instantly Submit Inspections Add Photos & Comments Assign Action Items for Follow-up Review Past Inspections Training Guide Online & Offline Modes



# **Desktop Website**

Ensure Compliance Aggregate 1,000's of Audits Perform Root Cause Analysis A Central Repository for All Inspections Measure Progress towards Company Objectives



## **Custom Breakdowns**



# **Effective Audit**

# Strategy

We work with your team to

develop, implement and maintain an effective audit strategy

| Audit  | Frequency  | Complete By |
|--------|------------|-------------|
| Form A | 1x/Week    | Director    |
| Form B | 1x/Monthly | RDO         |
| Form C | 2x/Yearly  | RVP         |
| Form D |            |             |



### Product Walkthrough







### **Getting Started**

# **Completing Audits**



#### \*Tap Location Selector



#### \*Not needed if you only oversee one location

#### Select Location



# **Completing Audits**

#### Tap Audits



#### Tap Audit Selector



#### Choose Audit/Inspection/Survey



# **Completing Audits**

#### Tap Category



#### Complete the Form





## **Add Details**

#### Add Comments



#### Attach a Photo



#### ...or Two!



# **Assign Action Items**



"Please clean and review take out schedules!"



#### Capture Opportunities

- Ensure Follow-Up
- Review Corrections
- Analyze Results

# **Assign Action Items**

Score Thumbs Down & Tap Action Item Icon



### Set Assignee, Due Date & Require Approval (optional)



#### Add Photos & Comments



# **Assign Action Items**

### Complete & Submit Form



Assignee Notified of Action Item



#### **Action Item Protocol**





C Resolve

## **Resolve Action Items**

### Select an Action Item

| Dashboard Logout   REDONDO BEACH   ACTION ITEMS   Past Due Due Soon   Due Soon Due Soon   Due Soon Due Soon   RECENTLY COMPLETED AUDITS   REDONDO BEACH SAFETY PULSE DE   REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE   REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO BEACH SAFETY PULSE DE     REDONDO SAFETY PULSE DE | 4:43 4                                      |  |  |
|---|---|--|--|
| REDONDO BEACH     ACTION ITEMS   Past Due Due Soon   Due Soon Due Soon     Explore     RECENTLY COMPLETED AUDITS   REDONDO BEACH   SAFETY PULSE DE   80 %   REDONDO BEACH   SAFETY PULSE DE   80 %   Explore     80 %     Explore   | Dashboard Logout                            |  |  |
| ACTION ITEMS Past Due Due Soon Due Soon Due Soon Explore RECENTLY COMPLETED AUDITS REDONDO BEACH SAFETY PULSE DE 80 % REDONDO BEACH SAFETY PULSE DE 80 % REDONDO BEACH SAFETY PULSE DE 80 %   | REDONDO BEACH 🗸 🗸                           |  |  |
| Past Due       Due Soon         Due Soon       Due Soon         Explore       Explore         RECENTLY COMPLETED AUDITS       80 %         REDONDO BEACH       SAFETY PULSE DE       80 %         Explore       80 %       Explore   | ACTION ITEMS                                |  |  |
| Due Soon       Due Soon         Explore       Explore         RECENTLY COMPLETED AUDITS       80%         REDONDO BEACH       SAFETY PULSE DE       80%         REDONDO BEACH       SAFETY PULSE DE       80%         REDONDO BEACH       SAFETY PULSE DE       80%         Explore       80%       Explore   | Past Due Due Soon                           |  |  |
| Explore          RECENTLY COMPLETED AUDITS         REDONDO BEACH       SAFETY PULSE DE  | Due Soon Due Soon                           |  |  |
| REDONDO BEACH     SAFETY PULSE DE     80 %       REDONDO BEACH     SAFETY PULSE DE     80 %       REDONDO BEACH     SAFETY PULSE DE     80 %       Explore     20 %   | Explore RECENTLY COMPLETED AUDITS           |  |  |
| REDONDO BEACH SAFETY PULSE DE 80 % REDONDO BEACH SAFETY PULSE DE 80 % Explore   | REDONDO BEACH SAFETY PULSE DE 80 %          |  |  |
| Explore   | REDONDO BEACH SAFETY PULSE DE 80 %          |  |  |
| Explore   | REDONDO BEACH SAFETY PULSE DE 80 %          |  |  |
|   | Explore                                     |  |  |
| Dashboard Audits Action Items Review Audits   | Dashboard Audits Action Items Review Audits |  |  |

You can Filter your Action Items here

#### **Review Details**



### Add Photos/Comments and Tap Close to Resolve



# **Review Audits & Action**

### ltems



Action Items marked Pending Approval must be closed by creator

See Audits & Closed Items under Review Audits Button or on <u>www.MyFieldAudits.com</u>

Learn more about Action Items

# **Records & Reporting**

### www.MyFieldAudits.com



# **Records & Reporting**

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COMP

4/91 🚞

4/52 🚞

1/13 🛗

3/13 🚞

0/13 🛗

0/13 🛗

0/39 🚞



capture. analyze. improve. repeat