

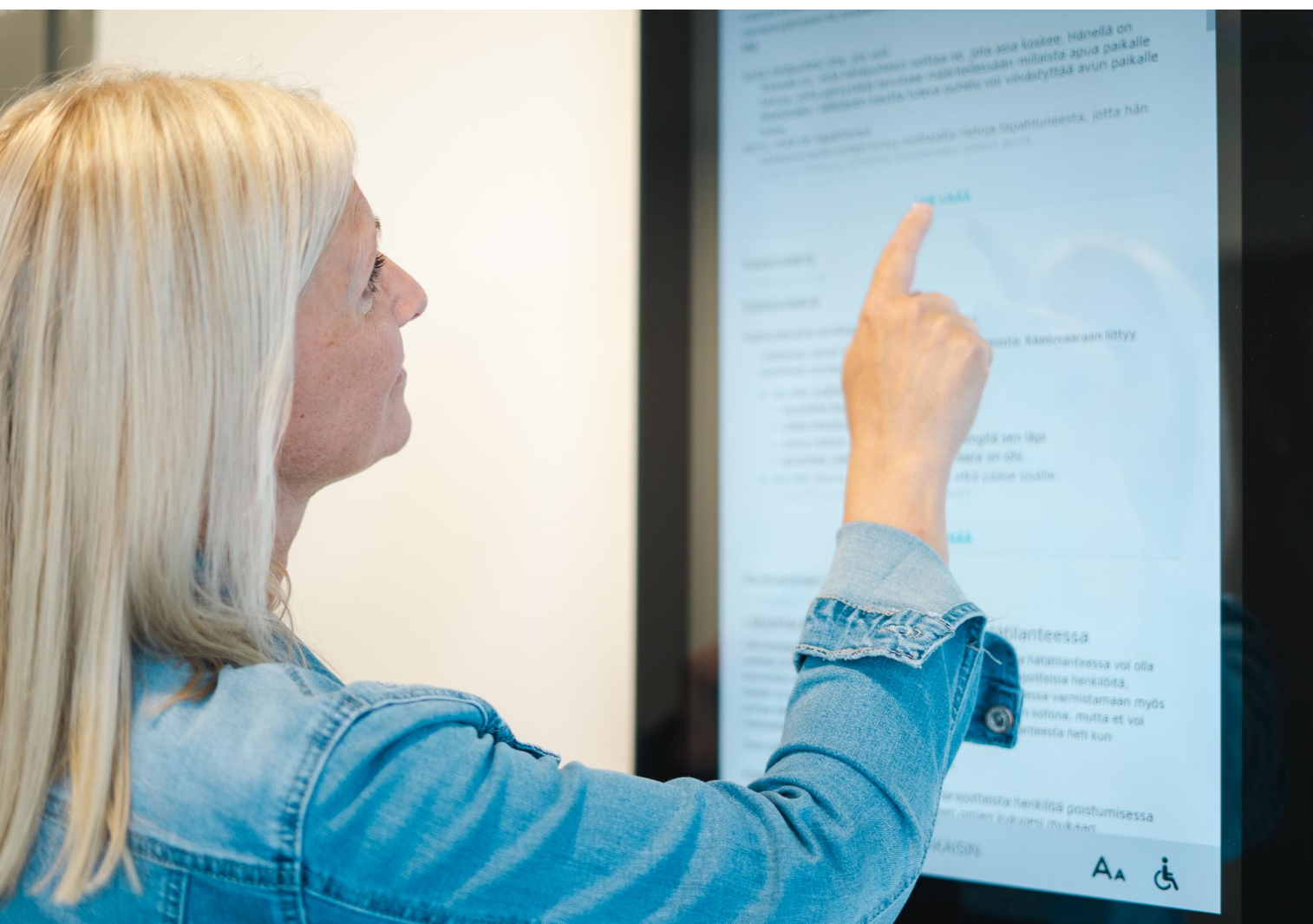
USER GUIDE: TOUCH-SCREEN DISPLAY

Welcome to use the touch-screen display!

This guide is made to support you in using the touch-screen display. By following these instructions, you will succeed even if you have never used a touch screen before.

Content

- 3 Touch-screen & menu
- 4 Browsing the content
- 5-6 Booking calendars
- 7 Payment service



TOUCH-SCREEN AND MENU

TALOYHTIÖKATU 1
B-porras

4

B20 Ruotsalainen
B19 Ilonen
B18 Saarinen
B17 Jokinen
B16 Kilo, Ruippo

3

B15 Degerman
B14 Lahti
B13 Orpainen
B12 Hamilton, Salo
B11 Puronsekä

2

B10 Torvinen
B9 Ralla
B8 Gerth
B7 Piirtinen
B6 Hopealaakso

1

B5 Feri
B4 Jiirala
B3 Bess
B2 Kaasonen
B1 Tervo

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Tuistai 11:15
28. helmikuuta 2023
Huomenna 1°
openweathermap.org

AIKATAULUT

Pitäjänmäki

A Helsinki 15 min
A Helsinki 55 min
A Helsinki h 15 min
A Helsinki h 35 min
A Helsinki 1 h 55 min
A Helsinki 2 h 15 min

ISÄNNÖITSIJÄ TIEDOTTAA

HÄTÄTILANNE?
TOIMI NÄIN! 112

SOTA HÄTÄTILANNESSA 112 KIRJEELLISISSÄ, FIDEELLISISSÄ HÄTÄTILANTEISSA

TOIMI NÄIN SOITTAESSASI HÄTÄNUMEROON

112

CO₂ NEUTRAL

- 1 The menu opens by touching the screen.

Touch the screen with your finger from any part of the display.

TALOYHTIÖKATU 1
B-porras

2

Inhabitants

Maintenance informs

Contact information

Calendar

Rescue plan

Tenant Committee informs

Building Association informs

Property manager informs

Rules and regulations

Lessor informs

3 CLOSE THE WINDOW

4 Aa

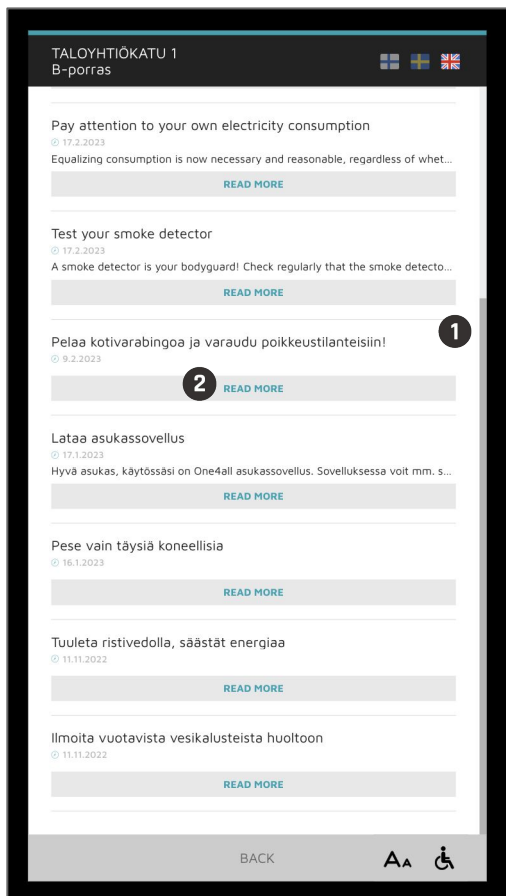
- 2 In the menu you can see the features that your housing company has taken into use.

You can open the different features by pressing the headlines.

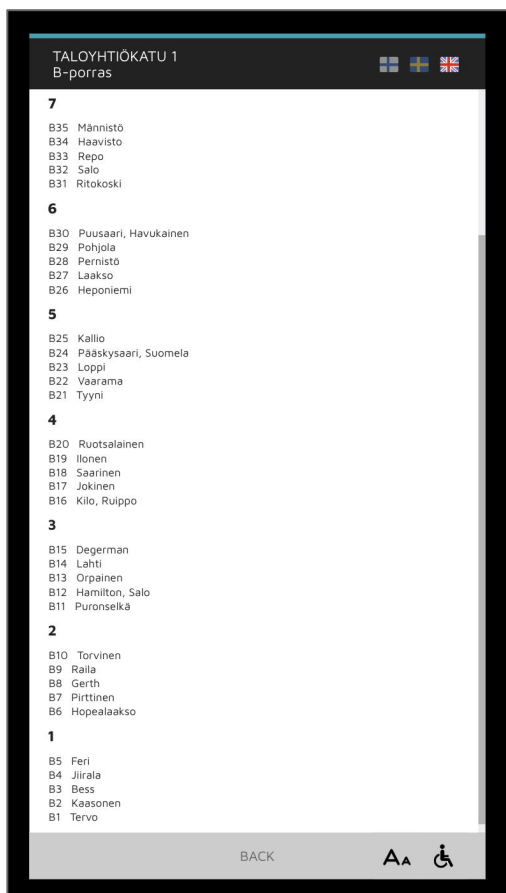
- 3 You can return to the previous page by pressing "Close the window" (on the other pages it states "Back").

- 4 **Tip:** You can increase the font size by pressing the Aa icon. By pressing the wheelchair icon, the content of the screen descends.

BROWSING THE CONTENT

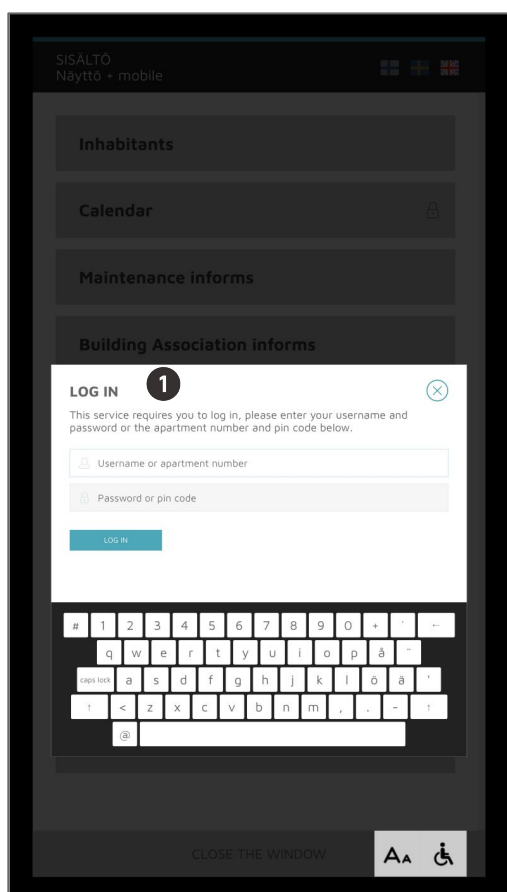


- 1 You can move the content of the display up and down with your finger or by scrolling the bar on the right side.
- 2 Open the bulletin by pressing the button **Read more**.



- 3 You can see the list of inhabitants under the headline **Inhabitants** in the content menu.

BOOKING CALENDAR



- 1 To create a booking, you need to first **log in**.

Log in with the following credentials:

User name = apartment number

Password = your PIN code (located in the upper right corner of the resident application)

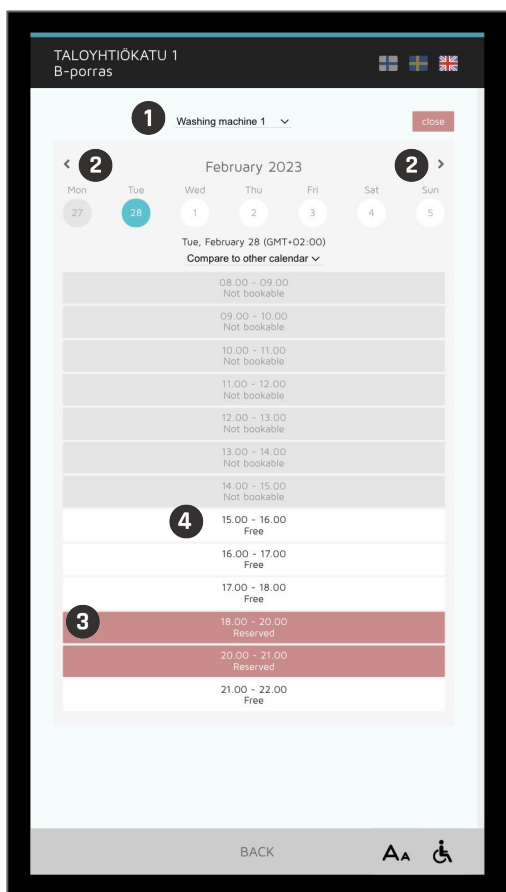
You can also log in by using your email and the password you have created.



Once you are logged in, you can see a view with all your bookings.

- 2 By pressing **Show all bookings** you can see all your bookings for each calendar.
- 3 Create a new booking by pressing **add booking**. The booking calendars will open (more details on the next page).
- 4 **Delete a booking** by pressing the trash can icon on the row of the booking you want to delete.

BOOKING CALENDAR



- 1 Add a new booking by first **selecting the calendar** for which you want to create the booking.
- 2 You can move between weeks by pressing the side arrows.
- 3 The calendar shows **free** and **reserved slots**. Slots reserved by others show on a red background, your own reserved slots show on a turquoise background.
- 4 **Add a booking** by pressing the desired available slot.
- 5 A pop-up window opens up. If you have the right to create recurring bookings in the calendar, you can choose a recurring booking here. If the end time of the shift can be selected, you can select it from the drop-down menu.

BOOKING

Washing machine 1
Tue, 2/28, 4:00 PM - Tue, 2/28, 5:00 PM

Ends (optional)

CANCEL BOOK **5**

CANCEL BOOKING

Washing machine 1, Tue, 2/28, 04:00 PM - Tue, 2/28, 05:00 PM

NO YES **6**

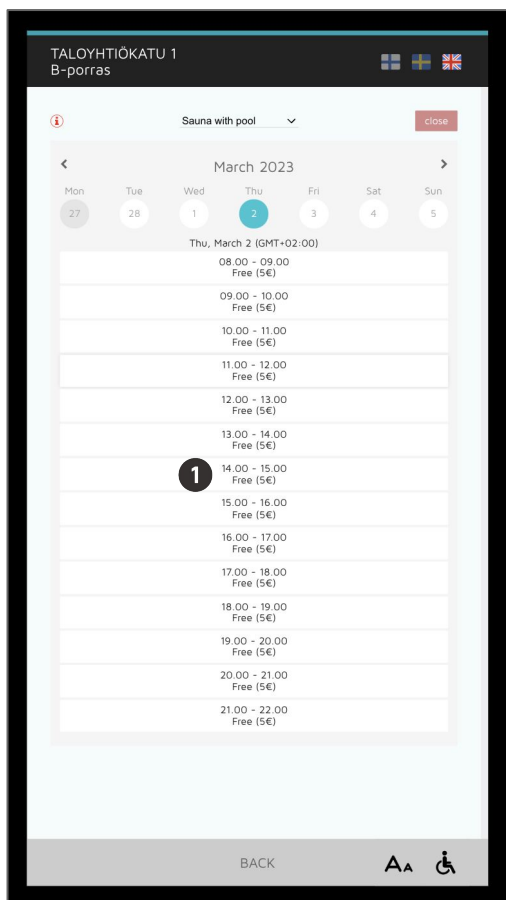
- 6 **Confirm the booking** by pressing **Book**.

You can **cancel the booking** by pressing the booked slot in the calendar. A pop-up window opens, where you should select **Yes**.

Note! Calendars may have different rules, such as allowed booking amounts and cancellation rights.

If you are not entitled to make more bookings, the calendar will inform you.

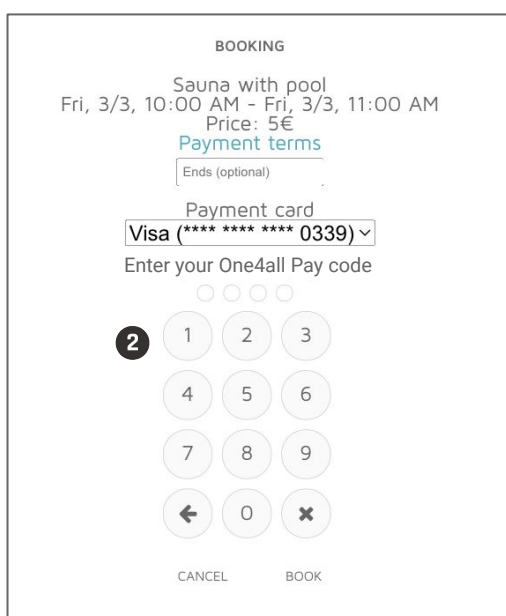
PAYMENT SERVICE (ADDITIONAL SERVICE)



- 1 If there are paid facilities or commodities, their price is stated below the time slot.

Note! You can create a booking only after you have added your debit or credit card in the One4all Mobile application or in the browser version of the application. At the same time, you create a One4all Pay PIN code for yourself.

Your card information is stored in Paytrail Oyj's service. The information is never saved in One4all's service.



- 2 The system requests a booking confirmation / One4all Pay PIN code every time you create a booking.