



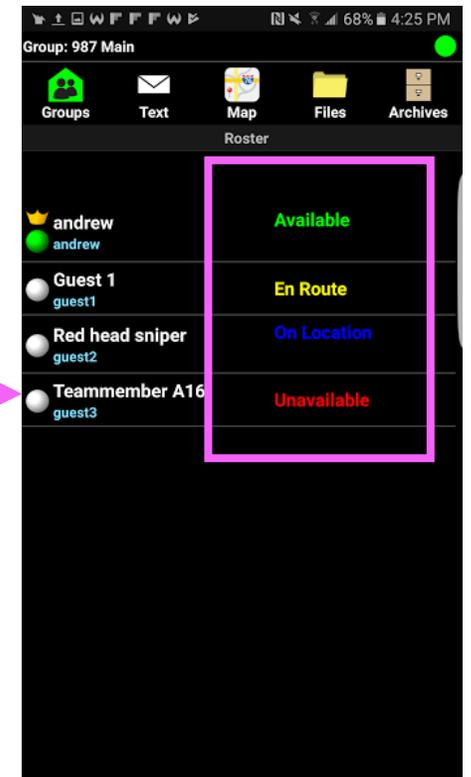
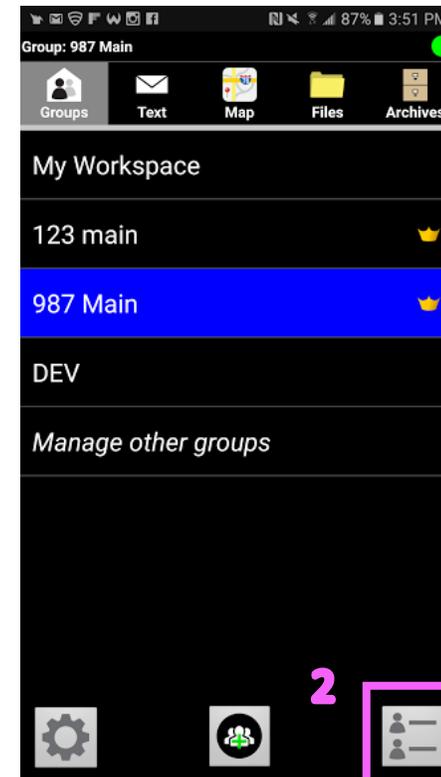
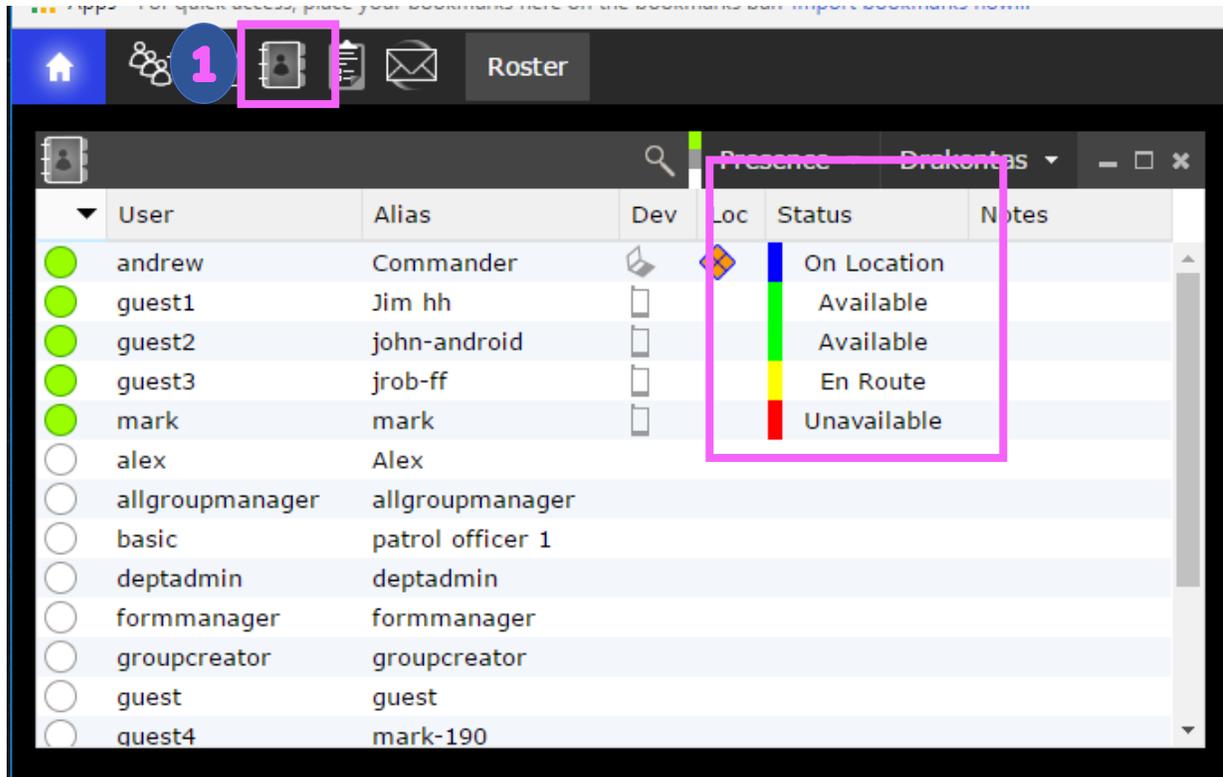
# DragonForce Academy

## Configuring Status Settings in DragonForce

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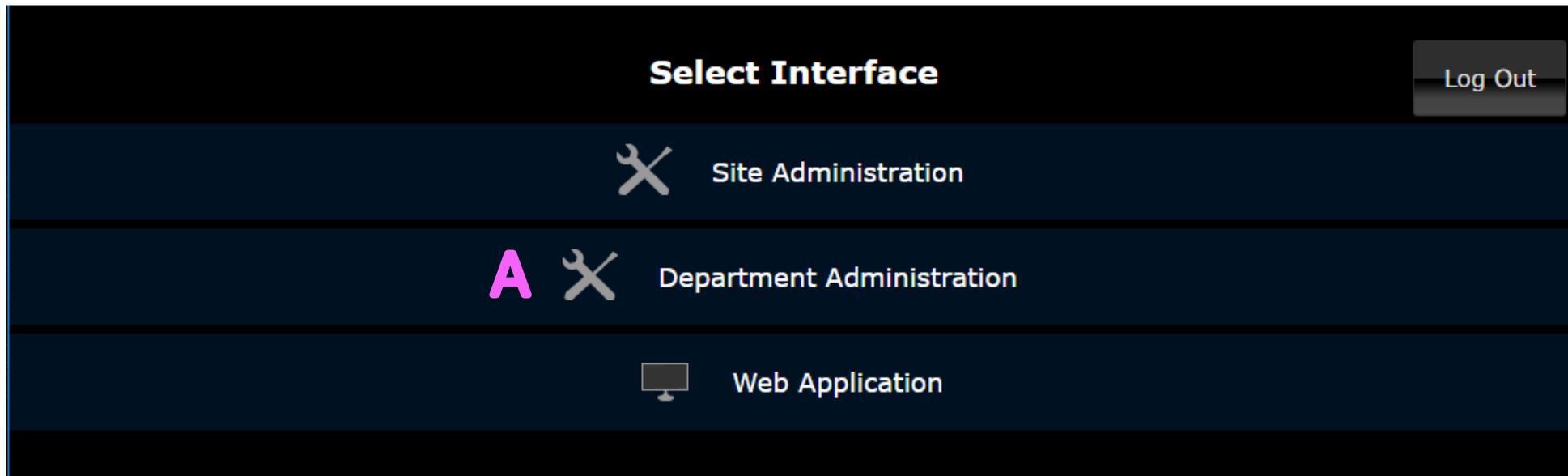
# Status Settings in DragonForce

In DragonForce, you can set a status to your profile for other members to view. The status of all users can be seen in the “Roster” tool (1) in the Web App or selecting “View Roster” (2) in the Mobile App. Seeing a user’s status can help you determine who to add to a group or see the activity of responders. The Status options and items you see are fully customizable. This document shows how to set and edit the default status settings.

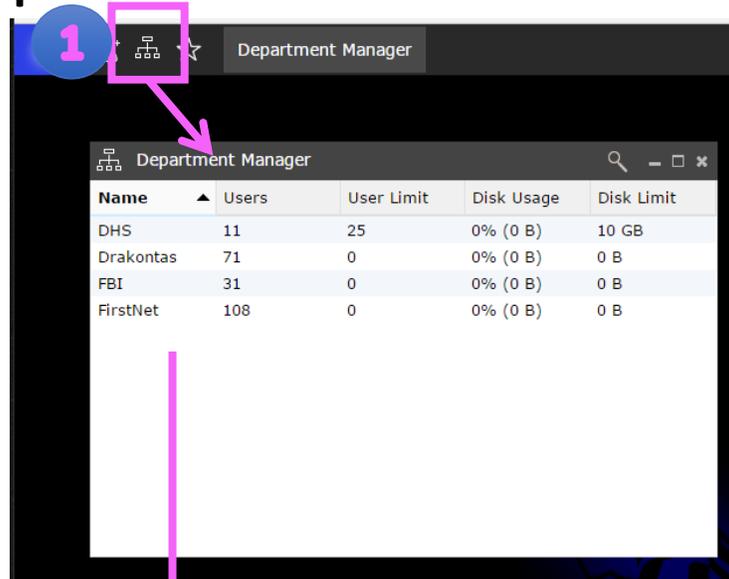


# Choose Interface

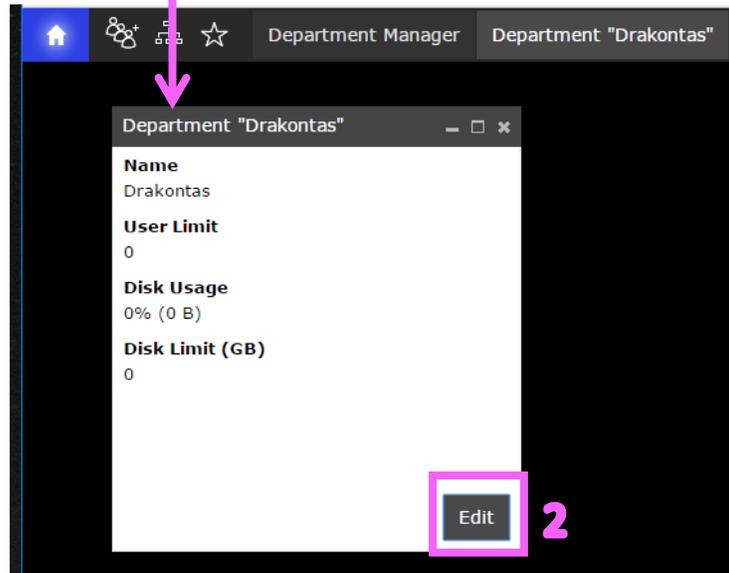
To set and edit the status options, you must use the web app. After logging into the web app, select the “Department Administration” interface (A). You must have administrative permission in order to view the Department Administration interface and edit the status settings.



# Department Manager

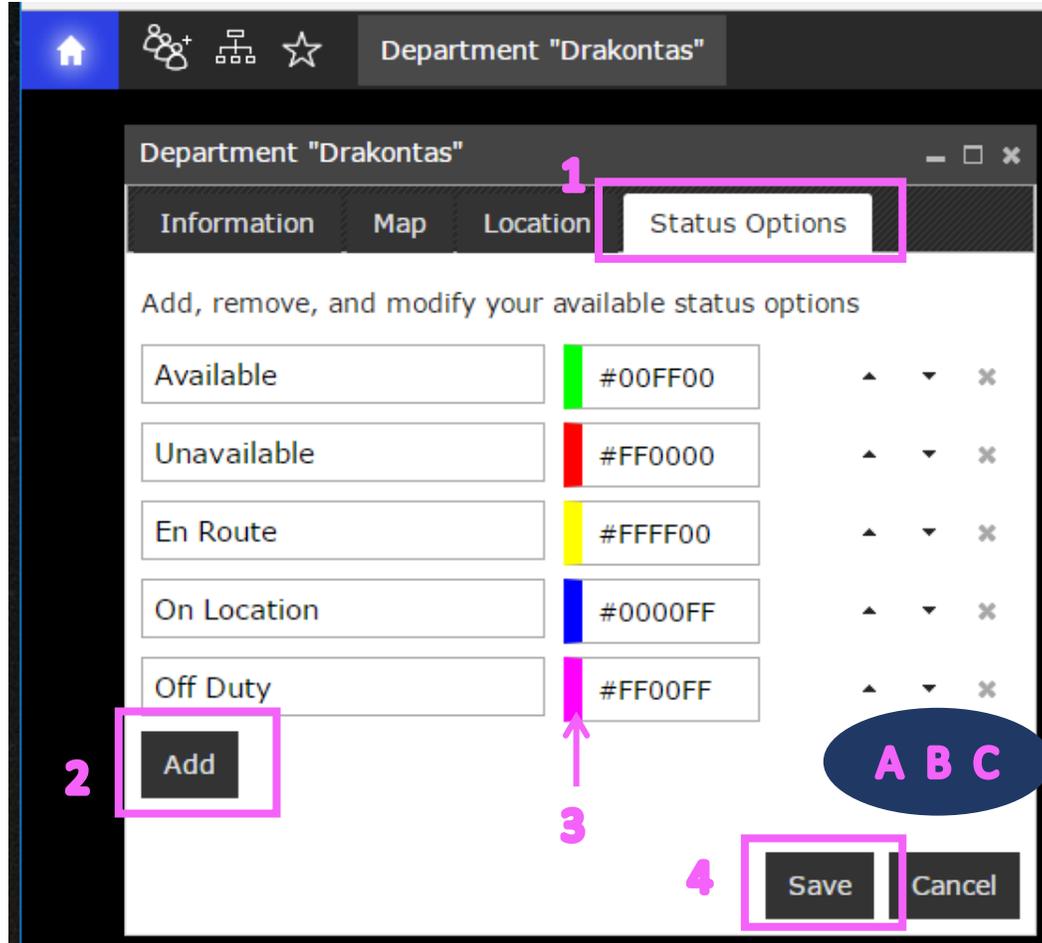


Once in the right interface, select the “Department Manager” tool (1) to list the departments for which you have administrative permission. To select a department, double click on the name of that department.



This will bring up the “Department Settings” tab. From there, select “Edit” (2) in order to manipulate the status settings.

# Add or Edit Status



Select the "Status Options" tab (1), and from here you can add or edit status settings. To edit existing status options, click in the text box and change the status text description.

To add a new status, click "Add" (2) and enter in the text description (e.g. Off Duty) and choose a color to associate with it. To change the color, click on the color selector (3) and choose from the pallet.

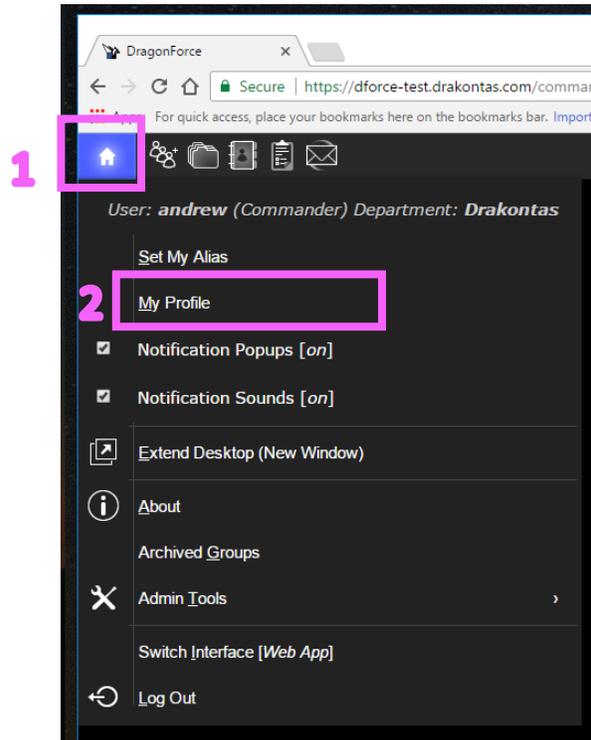
To change the order in which status options appear, click the appropriate arrow to either move it up (A) or down (B).

To remove a status, click the "x" (C).

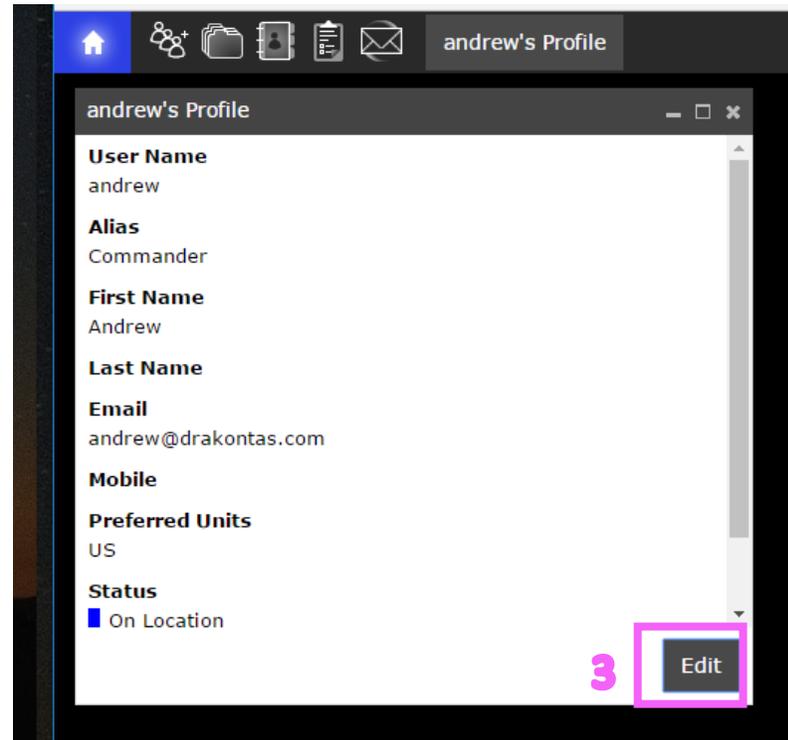
After making all of the changes, select "Save" (4) to commit your changes and return to the Department Settings tab.

# Using Status in the Web App

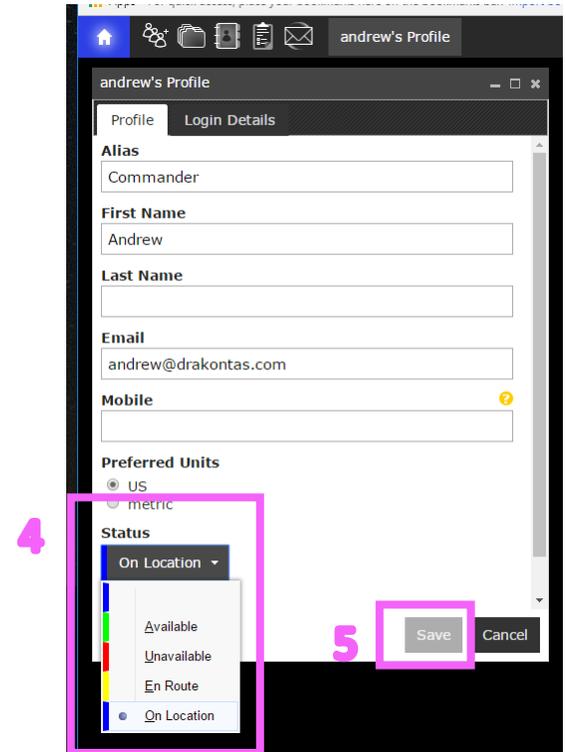
User status can be set in a variety of ways. The first way to change your status in the web app is from the start/home menu.



Click the "Start/home" button (1) to access the menu. Then select, "My Profile" (2).



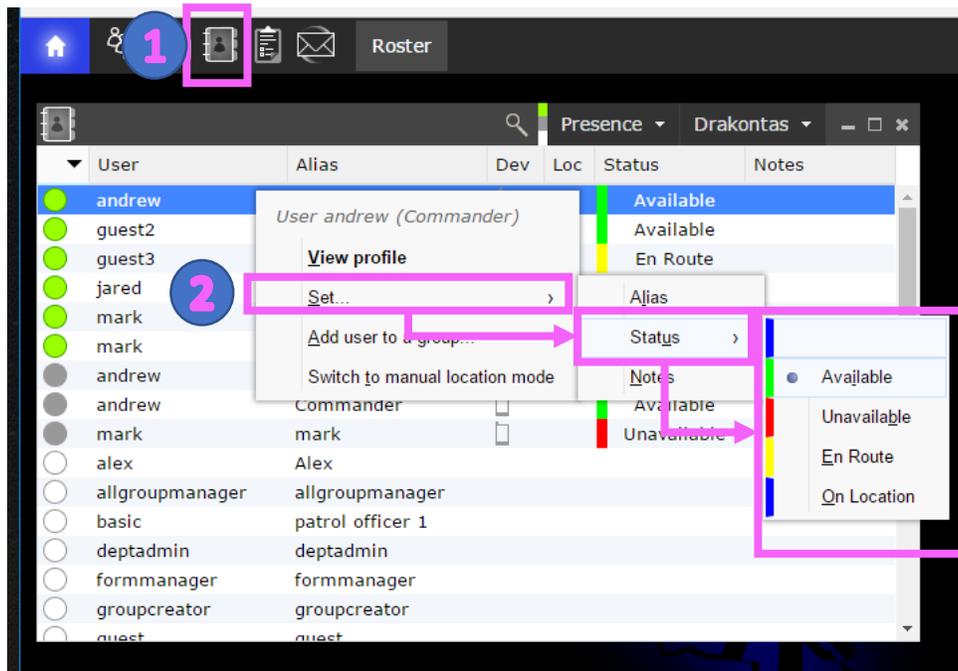
In the user profile, select "Edit" (3) to change the information.



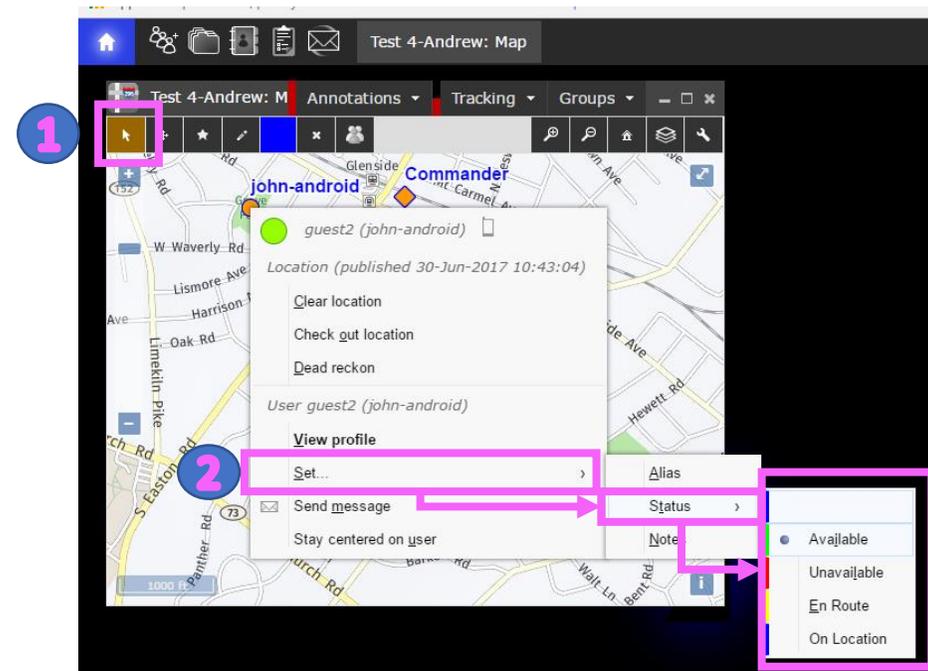
Then click the "Status" button (4) to access the dropdown menu. Here you can choose which status to set. Click "Save" (5) to commit your changes and return to the User Profile.

# Changing other User's Status

You can also change another user's status from the Web App. You can do this either from the group roster or from the map.



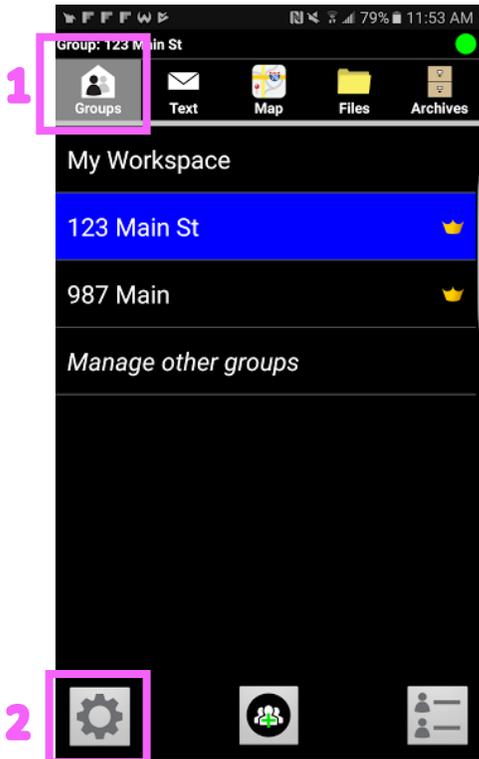
To change status from the "Roster" (1) tab, right click on the user you want to edit, then select "Set..." (2). Choose "Status", and then choose the status you want to set.



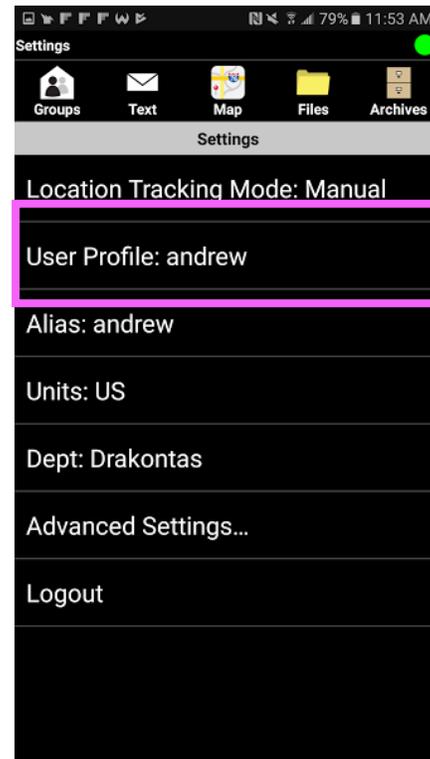
Similarly, to set status from the "Map" tool, using the "Select" tool (1), right click on a user. Choose "Set..." (2), then choose "Status" and select the status you want to set.

# Changing Status in the Mobile App

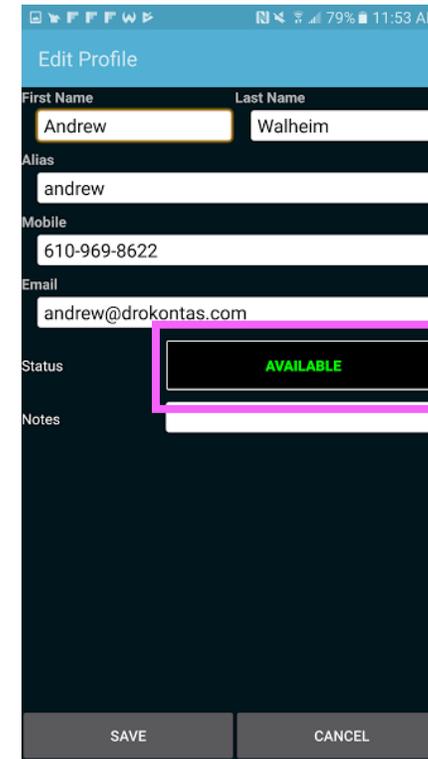
You can also change your status from the mobile app. This allows smartphone or tablet users to change their status from the field.



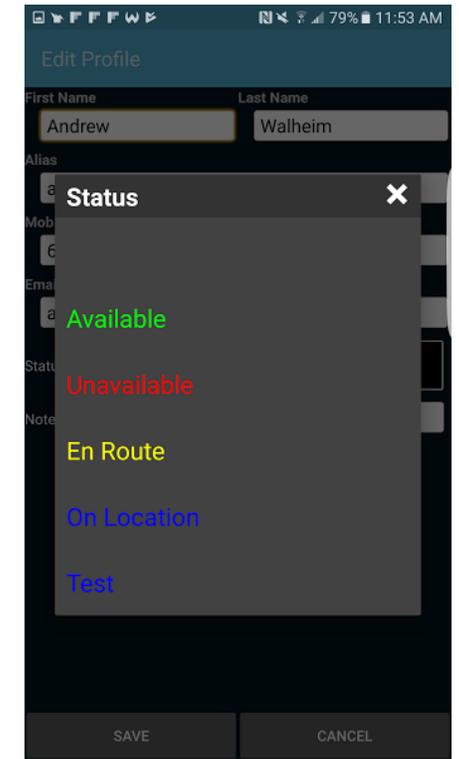
Begin in the “Groups” tab (1). And select the “Settings” button (2).



In Settings, select “User Profile”.



Then click the “Status” field in order to display the status options.



Finally, choose the status you wish to set for your user and click save.



Find additional documentation in the DragonForce Academy:  
<http://www.Drakontas.com/academy>

To make a support request, please visit:  
<http://support.Drakontas.com>

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