



DRAKONTAS

DRAGONFORCE

REFERENCE GUIDE | MOBILE

DRAKONTAS

VERSION 3.5.x

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UNIT 1 | ABOUT DRAGONFORCE

1.1 DRAGONFORCE INTRODUCTION

DragonForce is a command and control, shared situational awareness software application that provides teams of mobile users a secure environment where they can create and share mission-critical information with a tightly integrate set of collaboration tools. Our team's mission is to improve the operational effectiveness of professionals by delivering software to help manage resources, business processes and emergency response capabilities.

1.2 COMPATIBILITY & INSTALLATION

DragonForce provides a common operating picture to teams of mobile users, giving them the shared situational awareness they need to make better, faster, and safer decisions. DragonForce installs quickly and easily on your smartphones and tablets already in-use turning them into mission-critical, communication tools. DragonForce web runs on any standard web browser so there is no software to install; supported browsers include Chrome, Firefox, and Edge.

1.3 ENTERING DRAGONFORCE

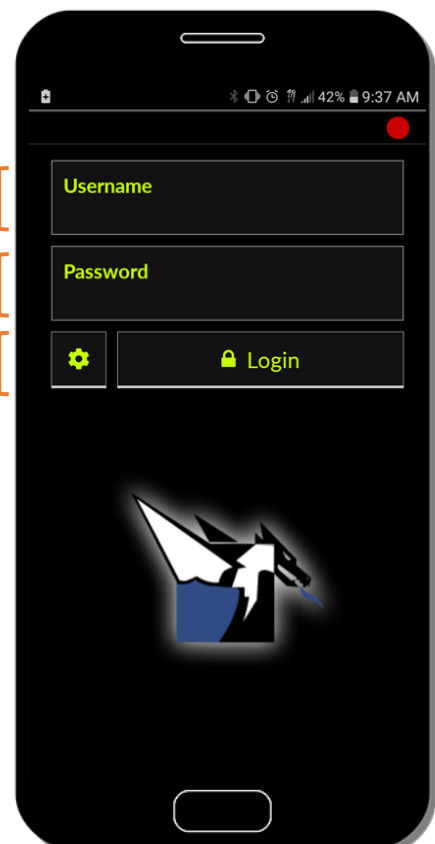
Username

Password

Login

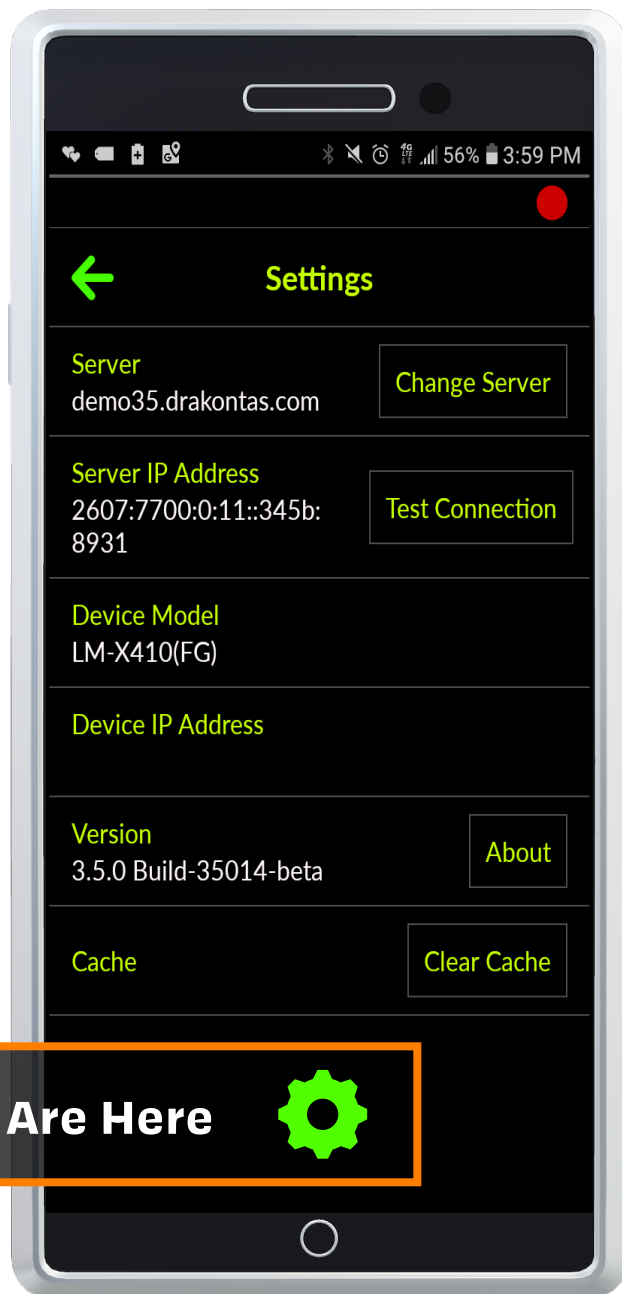
Settings 

Utilize this function to change the server, test your connection, and to clear the cache in the event of lag or instability.





1.3.1 DRAGONFORCE LOGIN SETTINGS



SERVER

Displays the user's current server and allows the user to change the server

SERVER IP ADDRESS

Displays the users unique IP address and allows the user to test their connection

DEVICE MODEL

Displays the user's device model

DEVICE IP ADDRESS

Displays the users unique IP address

VERSION

Shows the DragonForce version and provides a link to the DragonForce site, license agreements, and tech support.

CACHE

In case of lag due to information storage, use the **Clear Cache** function

You Are Here





1.4 INTERFACE ICONOGRAPHY

DragonForce features a high visibility color scheme that supports high and low light level conditions. After logging into the DragonForce mobile application the user is taken to the default homepage, which also functions as the group incident manager tool. The mobile interface displays four levels of operational space, which are: the status bar, the primary tool bar, the tool workspace, and the additional tool options.

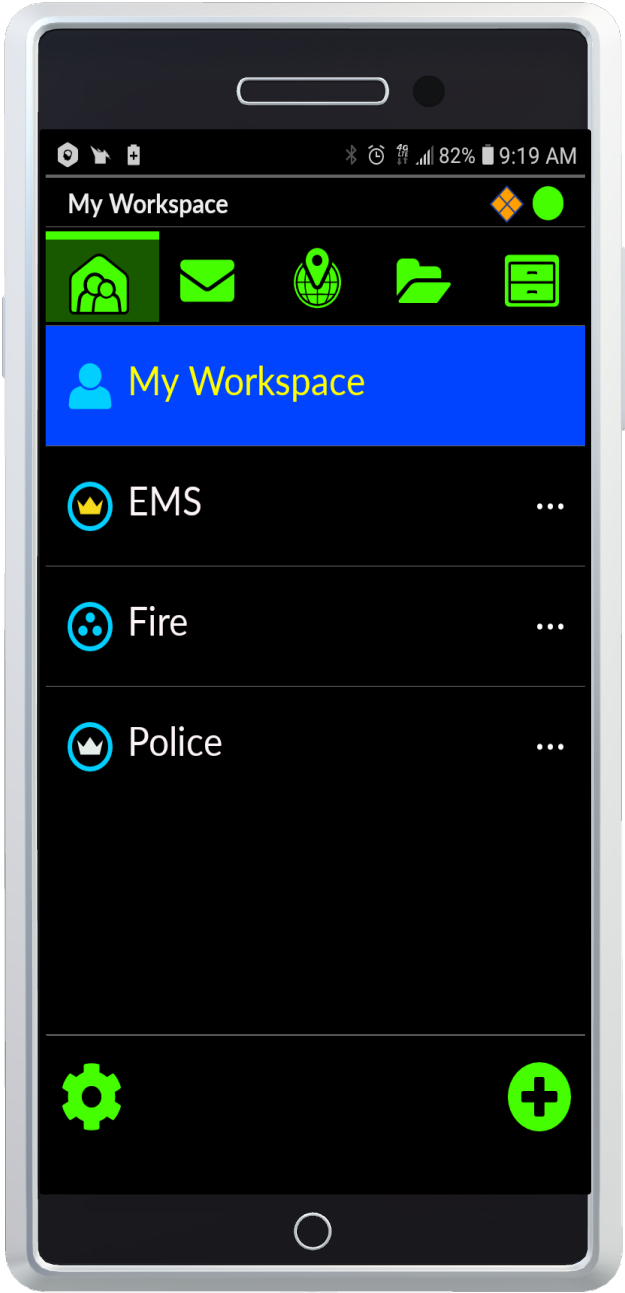


STATUS BAR

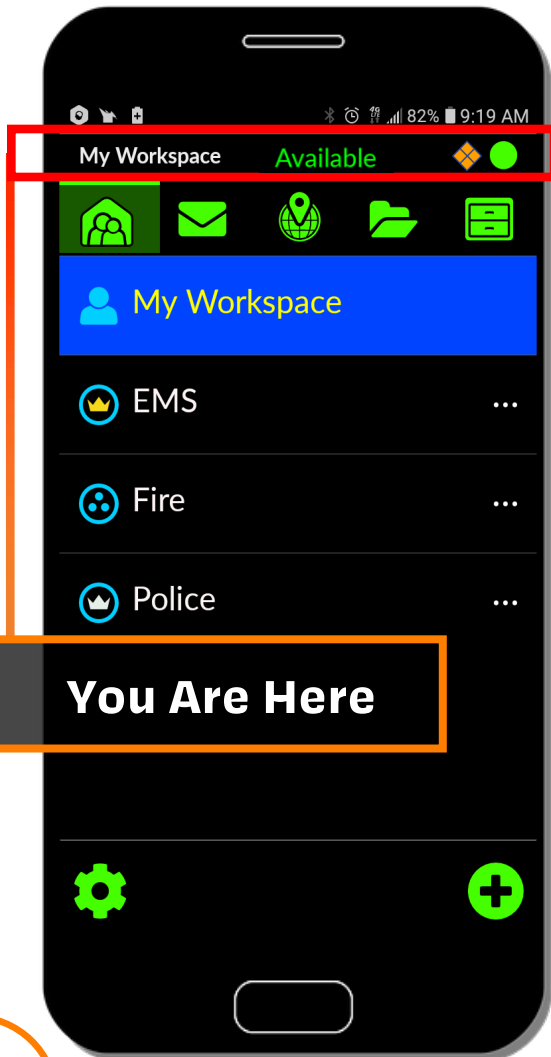
**PRIMARY TOOL
BAR**

TOOL WORKSPACE

**ADDITIONAL TOOL
OPTIONS**

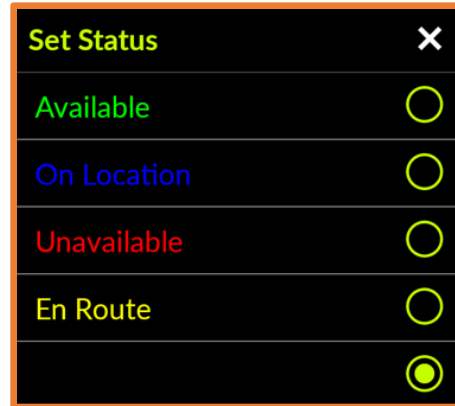


STATUS BAR



The status bar displays the group the user is tuned to. Each user has a personal space labeled, **My Workspace**.

“**Available**” is the user’s location **status**, which can be set in their user profile from the home settings. ⚙️



The **location icon** 📍 represents the current location status of the computer hosting the web app. View 1.4.1: Location Iconography.

The **presence** icon is the network status of the mobile app’s connectivity to the DragonForce server. Green = connected | Red = disconnected

TABLE
1.4-1

1.4.1: LOCATION ICONOGRAPHY







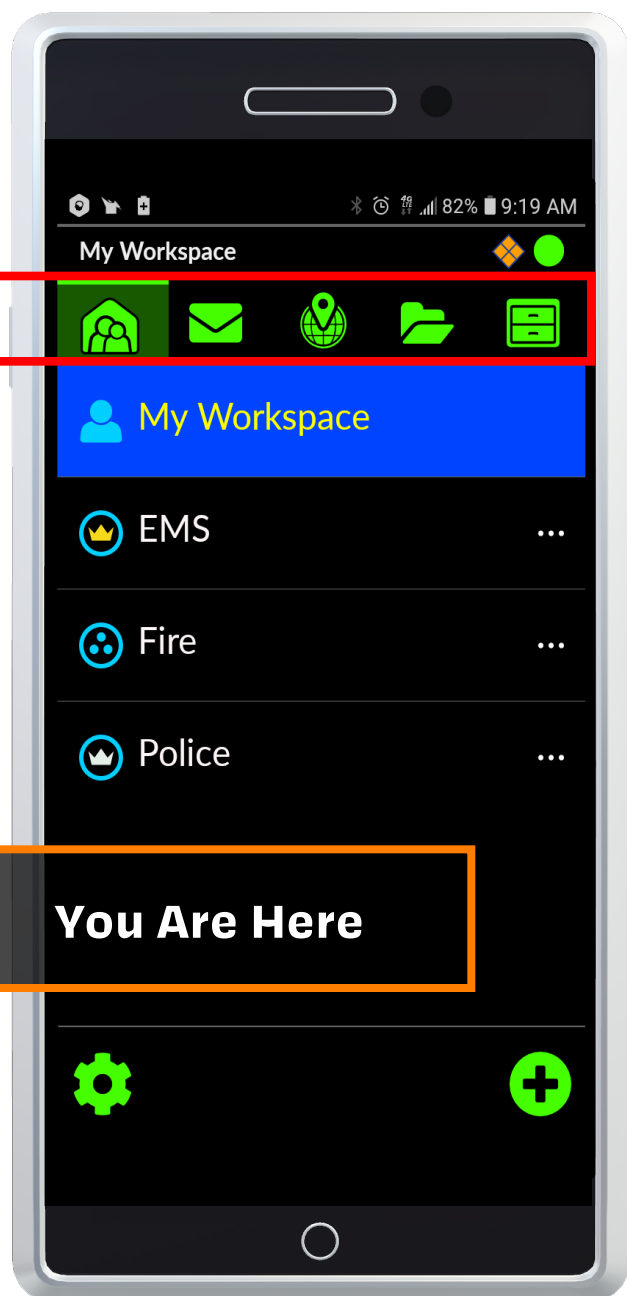
LOCATION ICONS	DESCRIPTIONS
 	Orange diamond = dead-reckoned user Gray diamond = offline
 	Orange diamond X = Lost GPS fix Gray diamond X = offline
 	Orange diamond cross = Actively tracking user with a GPS fix Gray diamond cross = offline



TABLE
1.4-2

PRIMARY TOOL BAR



ICONS	PRIMARY TOOL BAR
	HOME/GROUP MANAGER Lists all groups and incidents of which you are a member and gives you access to the files inside the groups/incidents
	MESSAGING Sends a direct message to an individual or an entire group
	MAP Displays the location of DF users and functions as a collaborative whiteboard allowing users to place movable icons and make annotations with a set of drawing tools
	FILE MANAGER Lists DF documentation by group and allows the user to create and upload files
	RESOURCES Gives user access to both personal and department files



TOOL WORKSPACE

You Are Here

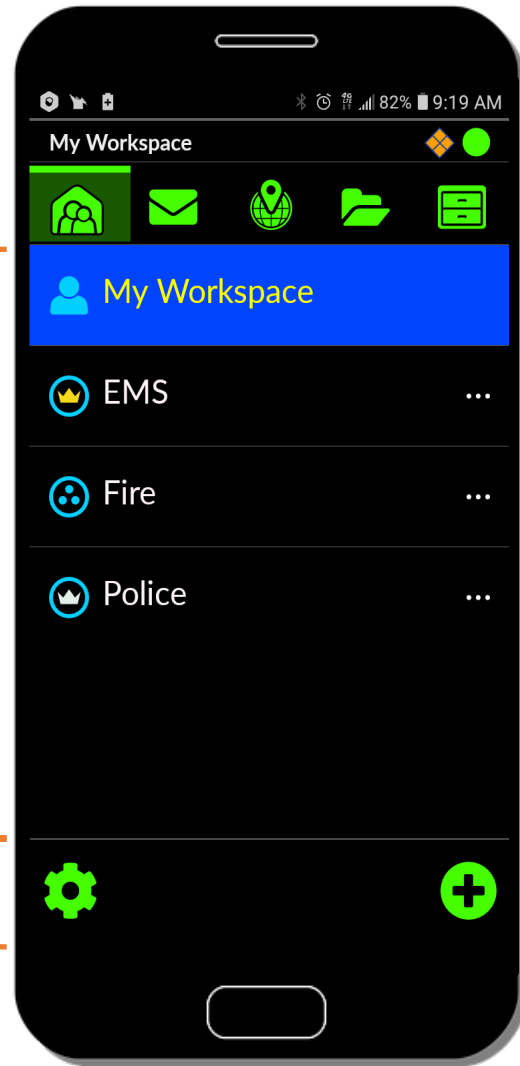
The **Tool Workspace** displays the interface and associated tools of each of primary tool.

TABLE
1.4-3

You Are Here

ADDITIONAL TOOL OPTIONS

Within most of the primary tools is a set of **Additional Tool Options** with which the user can utilize to add or modify the objects within the Tool Workspace.



ICONS

ADDITIONAL TOOL DESCRIPTIONS



SETTINGS

Allows the user to edit their profile, set their availability and tracking mode. **View Unit 2 | Home Settings**



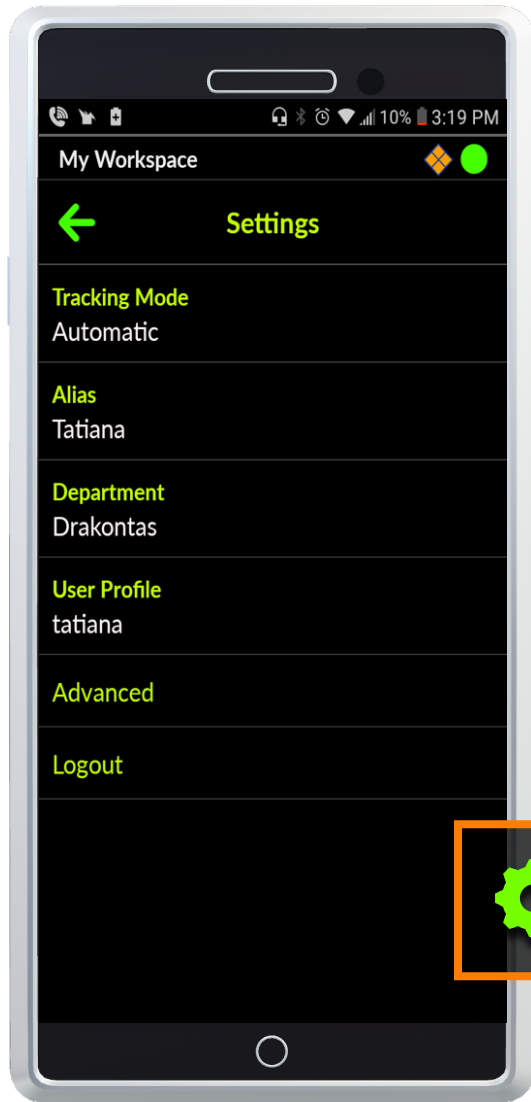
NEW GROUP/INCIDENT CREATION

Allows the user to create a new group or incident





UNIT 2 | HOME SETTINGS



HOME SETTINGS DESCRIPTIONS

Tracking Mode
Automatic

Provides two settings for user tracking; automatic and manual.

Alias
Tatiana

Allows the user to set their nametag.

Department
Drakontas

Displays the user's active department.



You Are Here

User Profile
tatiana

Reveals the user's profile information and allows the user to set their operational status.

Advanced

Reveals the software version, licenses, a link to tech support, and preferred measuring units.

Logout

Signs off the user from their account.

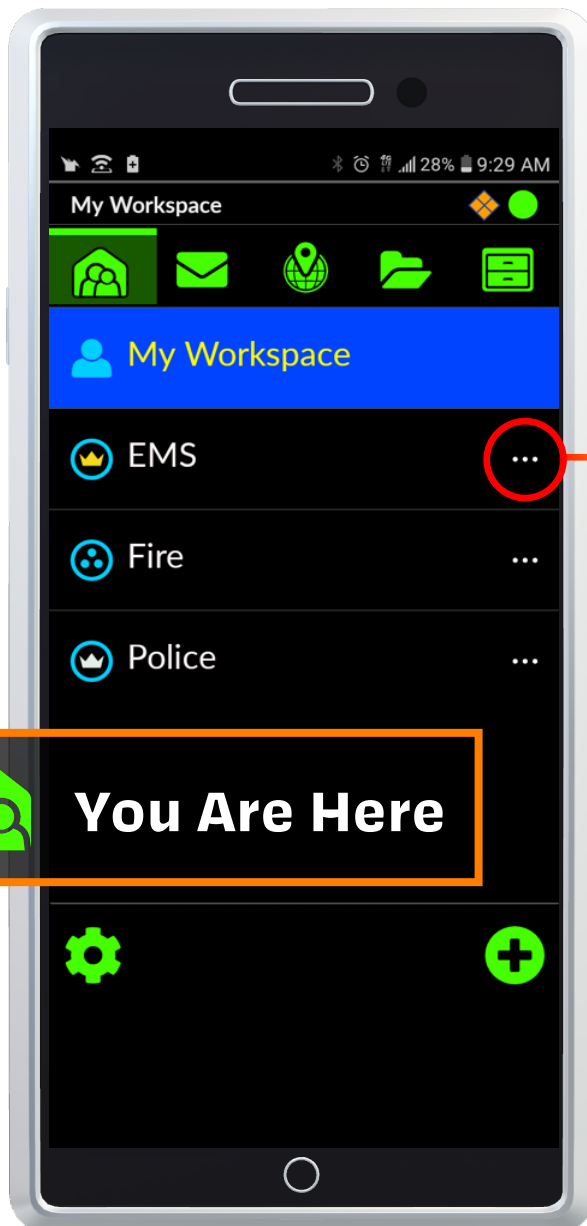


UNIT 3 | HOME/GROUP MANAGER





The home/group manager icon launches the group manager tool which lists all current groups and gives you access to the files inside the groups/incidents.


3.1: HOME/GROUP MANAGER OPTIONS



 View Roster

 Activate Tactical Mode

 Send Cell Phone Alert

 Manage Group

VIEW ROSTER

Exposes the group/incident roster

ACTIVATE TACTICAL MODE

Adjusts the user's tracking rate

SEND CELL PHONE ALERT

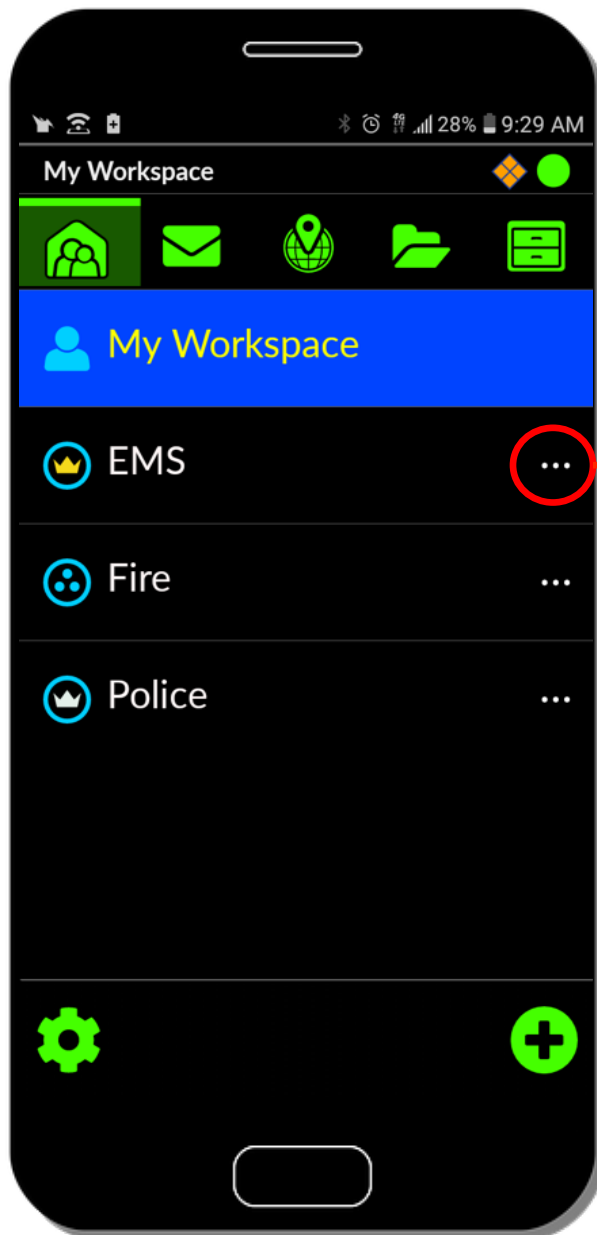
Send a mass SMS to notify users of a new event along with a status update request

MANAGE GROUP

Allows you to edit the roster, rename, delete or archive the incident or group, as well as set the color and home location. For incidents, a sub-group can be added using this tool



3.2: HOME/GROUP MANAGER OPTIONS | MANAGE GROUP



Manage Group



Edit Roster



Set Home Location



Set Color



Activate Tactical Mode



Rename Group



Convert to Incident



Clone Group to Incident



Leave Group



Delete Group



Archive Group



You Are Here





3.2.1: MANAGE GROUP | TOOL DESCRIPTIONS



Edit Roster

Add, delete, or promote users within a group/incident



Set Home Location

Sets the default location for the group



Set Color

Sets the color for a group



Activate Tactical Mode

Adjusts the user's tracking rate



Rename Group

Allows the user to change the name of the group



Convert to Incident

Transforms the selected group into an incident



Clone Group to Incident

Clones the selected group into an incident



Leave Group

Allows the user to depart from the selected group



Delete Group

Deletes the selected group



Archive Group

Deactivates the selected group and stores for future reference





3.3: HOW TO CREATE A GROUP

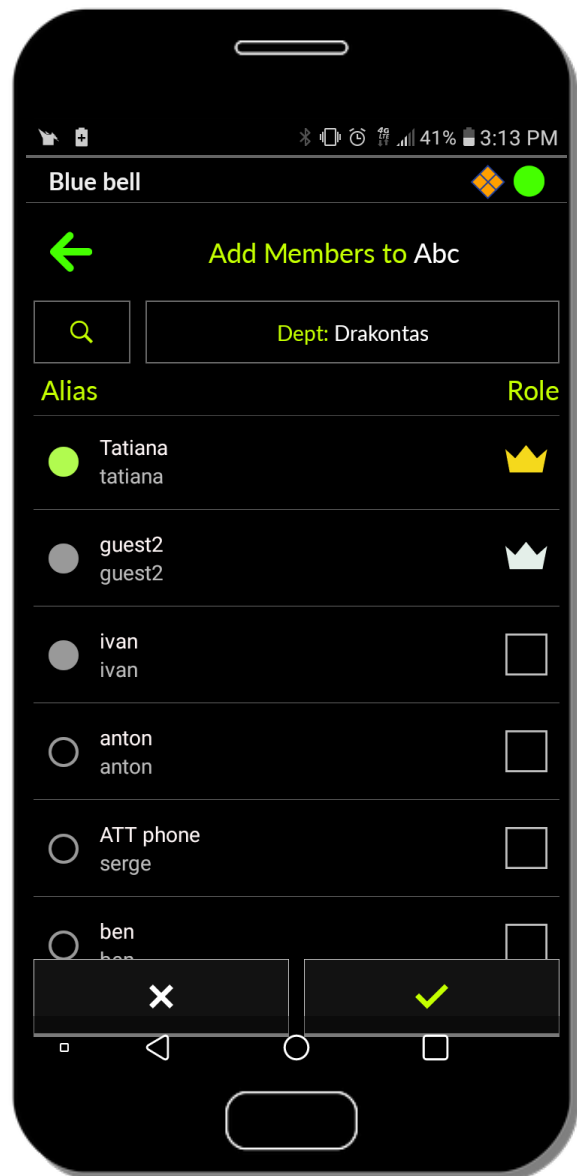
To create a new group:

1. **Tap** the **Home/Group Manager**  tab.
2. **Hit** the **Create New Group**  icon > **select group**.
3. **Type** in the **group name** > **hit** the **arrow**  to confirm.

Add Members to the Group:

4. **Select** the **user row** to add the user to the group.
5. **Hit** the **checkmark** to confirm.


You Are Here





3.4: HOW TO DELETE MEMBERS FROM A GROUP




To delete members from the group:

1. From the **Home/Group Manager**  tab > **tap group options** from the preferred group.
2. **Select Manage Group**  > **Edit Roster.** 
3. **Tap** the **user row** until the empty tick box is displayed.
4. **Hit** the **checkmark** to confirm.







3.5: HOW TO PROMOTE GROUP MEMBERS

To promote group members:

1. **Open** the **Home/Group Manager**  tab.
 2. **Tap** the preferred **group option** menu > **select manage group.** 
 3. **Tap edit roster**  to expose your department members list.
 4. **Tap** the group operative/**crown outline once** to promote the operative to assistant group manager/the silver crown.
- Or**
- Tick** the **box outline twice** to promote the new member to assistant group manager/the silver crown.
5. **Hit** the **checkmark** to confirm.

3.5.1: USER RANKING




RANK	DESCRIPTIONS
	Manager of a group. A Group can only have one Group Manager (Gold Crown)
	Assistant manager of a group. A Group can have zero to many Assistant Groups Managers (Silver Crowns)
	Group operative
	Not a member of the group





3.6: HOW TO TRANSFER MANAGERIAL POSITION

To transfer your managerial position:

1. **Open the Home/Group Manager**  tab.
2. **Tap** your preferred **group option** menu > **select manage group.** 
3. **Tap edit roster**  to expose your department members list.
4. **Tap and hold** the **assistant manager** / silver crown user to transfer your managerial position.
5. **Hit** the **checkmark** to confirm.

3.7: GROUP & INCIDENT SYMBOLOGY

The shape and color of the “Container” indicates the container type: Incident; Group; and Mixed-Group.

The symbol inside the container indicates the type of user and its relationship to the container: Commander; Deputy Commander; Manager; Assistant Manager; Member.

Group & Incident Symbology table

TABLE
3.7-1





ICONS	TERMS	DESCRIPTIONS
	GENERAL INCIDENT ICON	
	INCIDENT COMMANDER	Leader of an incident. An incident can only have one Incident Commander (Gold Star)
	DEPUTY INCIDENT COMMANDER	Assistant to the Incident Commander. An incident may have zero to many Deputy Incident Commanders (Silver Star)
	INCIDENT MANAGER	Manager of a group contained within an incident. User is a member of the Incident Management Team (IMT) of an incident.



TABLE
3.7-2

ICONS	TERMS	DESCRIPTIONS
	ASSISTANT INCIDENT MANAGER	Assistant manager of a group contained within an incident. User is a member of the Incident Management Team (IMT) of an incident
	SUB-GROUP	This group is a member of an incident
	MIXED SUB-GROUP	This Mixed sub-group is a member of an incident. Mixed sub-groups contain members from two or more different departments
	INCIDENT COMMANDER MIXED	Leader of a mixed group inside an incident
	DEPUTY INCIDENT COMMANDER MIXED	Assistant to the incident commander of a Mixed group inside an incident
	INCIDENT GROUP COMMANDER	Leader inside of a group
	DEPUTY INCIDENT GROUP COMMANDER	Assistant to the incident commander inside of a group
	GROUP MANAGER	Manager of a group. A Group can only have one Group Manager (Gold Crown)
	ASSISTANT GROUP MANAGER	Assistant manager of a group. A Group can have zero to many Assistant Groups Managers (Silver Crowns)
	GROUP MANAGER MIXED	Manager of a Mixed group A Mixed Group is comprised of members from multiple Departments A Mixed Group can only have one Group Manager (Gold Crown)



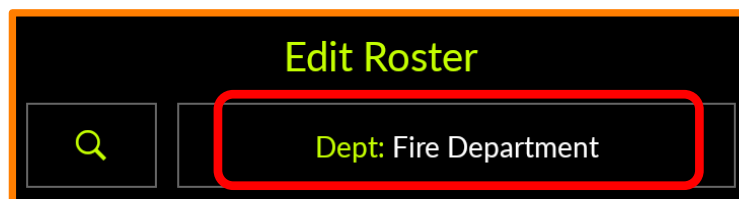
TABLE
3.7-3

ICONS	TERMS	DESCRIPTIONS
	ASSISTANT GROUP MANAGER MIXED	Assistant manager of a Mixed group. A Mixed Group can have zero to many Assistant Group Managers (Silver Crowns)
	GENERAL GROUP	
	GENERAL MIXED-GROUP	

3.8: HOW TO CREATE A MIXED GROUP

To create a Mixed Group:

1. **Tap the Home/Group Manager** icon > **select** your **group**.
2. **Tap** your preferred **group option** menu > **select manage group**.
3. **Tap edit roster** to expose your department members list.
4. **Hit Edit Roster > Department Selector.**



5. **Tick** the box next to the preferred **department** > **hit** the **checkmark** to confirm.
6. **Select** the **user** or users from the new department > **hit** the **checkmark** to confirm.



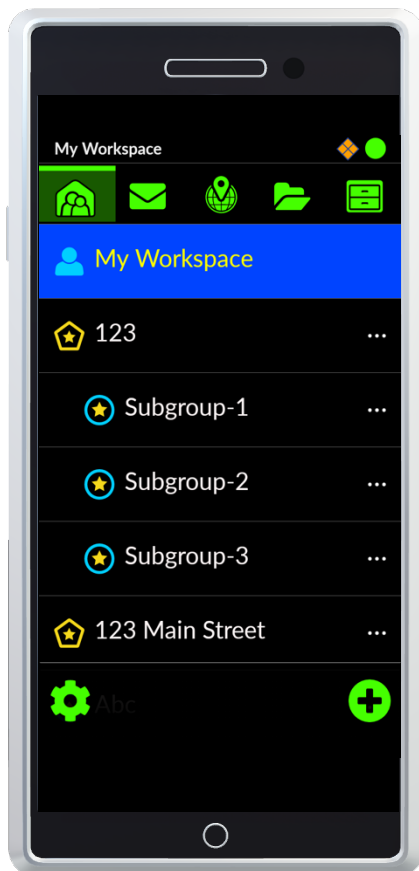


UNIT 4 | INCIDENT MANAGER

Incident management features an ability to create multiple subgroups to control large scale events. An incident is led by an Incident Management Team (IMT) made up of:



- Incident Commanders “Star Class”
- Group Managers “Crown Class”

View **3.7: Group & Incident Symbology** set 3.7-1 for Incident Manager ranking.



4.1: HOW TO CREATE AN INCIDENT




To create an incident:

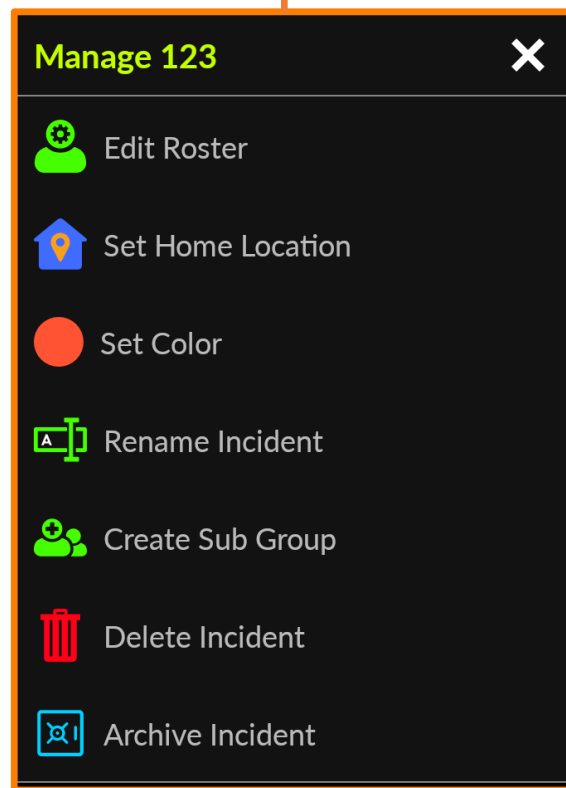
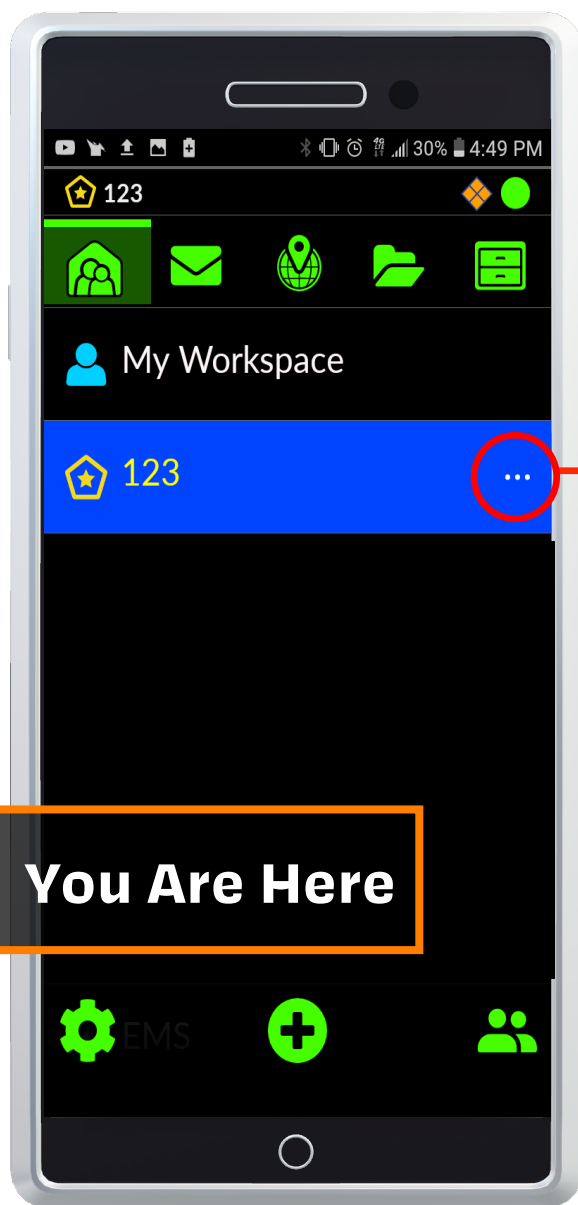
1. **Open** the **Home/Group Manager**  tab.
2. **Tap** the **Create New**  icon > **select incident.** 
3. **Type** in the incident **name** > **hit** the **checkmark** to confirm.
4. **Select** the **user row** to add the user to the group.
5. **Hit** the **checkmark** to confirm.





4.1.1: HOW TO CREATE A SUBGROUP

1. From the **Home/Group Manager**  tab **select Incident Options** menu.
2. **Tap Manage Incident**  **> Create Subgroup.** 
3. **Type** in the incident **name** > **hit the checkmark** to confirm.
4. **Select** the preferred **user bar** to add members to the incident.
5. **Hit** the **checkmark** to confirm.






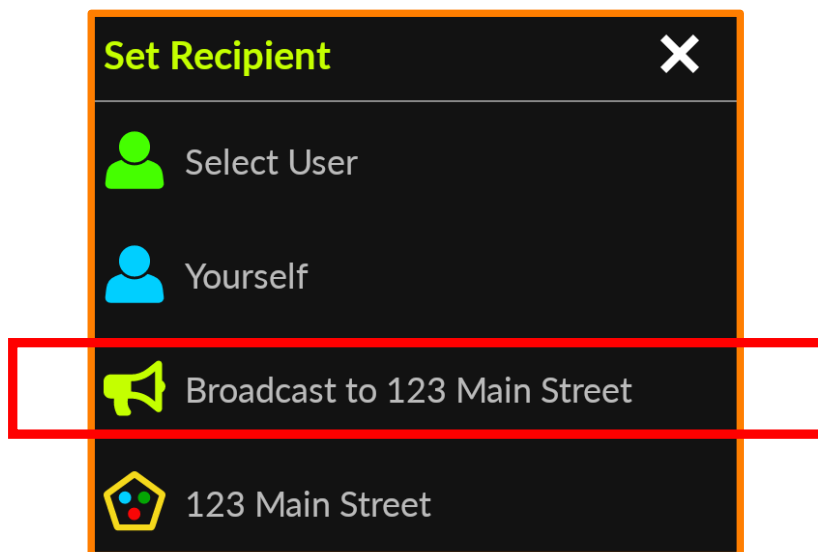


4.2: HOW TO BROADCAST TO AN INCIDENT

The Star Class can send a broadcast text message to all members of the Incident.

To broadcast to an incident:

1. **Select** the **incident** from the Home/Group Manager  tab.
2. **Tap** the **Message** icon  > **Select Recipient** container.
3. **Hit Broadcast to** (Incident name) > **type** your **message** > **hit send**. 



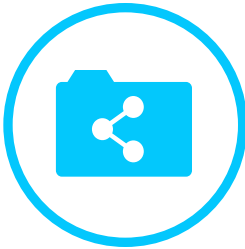
4.3: INCIDENT MAP FEATURES

Users inside a group can place movable icons and make annotations with a set of drawing tools. Each group inside an incident has its own dedicated map.

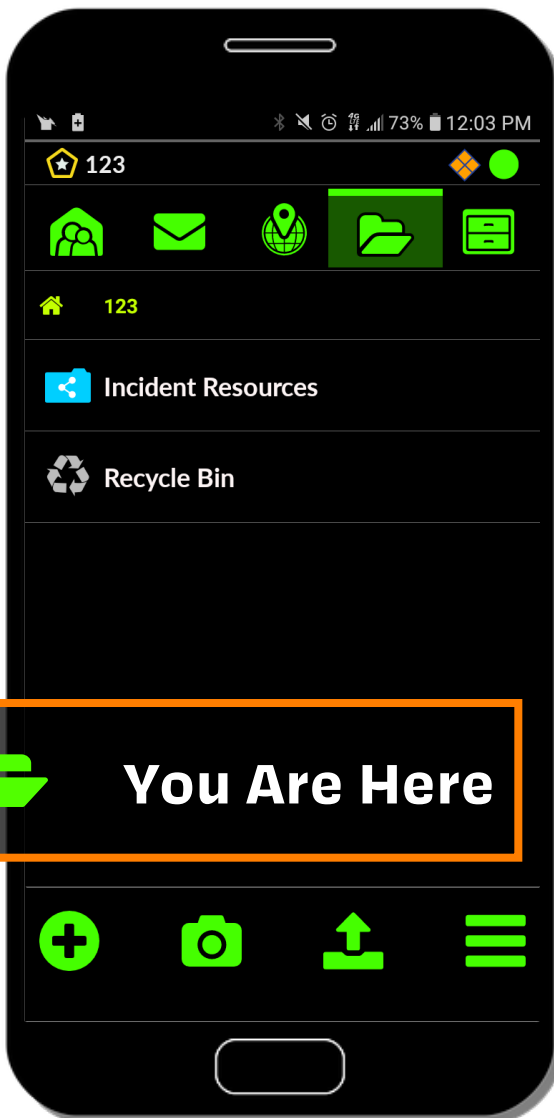




4.4: INCIDENT RESOURCES



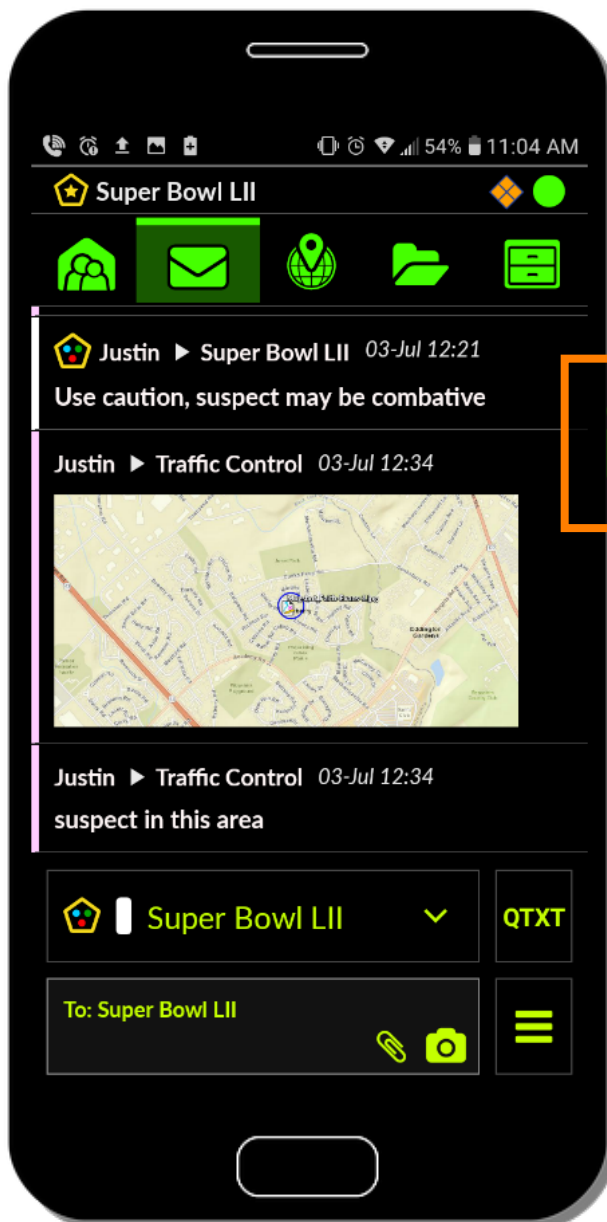
Incident Share Folder – An Incident-wide “Share Folder” is automatically created for the IMT and each Group that is part of the incident. Objects can only be placed and edited in this folder by a member of the Incident Management Team (IMT). Any member of an incident can view the objects inside this folder.





UNIT 5 | MESSAGING

DragonForce features include secure text messaging to entire groups or individual users. Customers can pre-configure commonly used quick text messages (QTX) to expedite responses from mobile devices. The sender/recipient, individual or group, and timestamp is included in each message.



You Are Here





5.1: MESSAGING ICONOGRAPHY

ICONS	MESSAGING FUNCTIONALITY	DESCRIPTIONS
	OPTION MENU	Allows the user to clear their message history, filter through groups, and set their notifications
	SELECT RECIPIENT CONTAINER	Allows you to pick a group or individual to be the recipient of a new message
QTX	QUICK TEXT	Used to send pre-programmed, commonly used messages.
	PAPER CLIP	Attaches files or photos to your message
	CAMERA ICON	Launches the camera interface of the mobile device to capture a photo
	SEND	To deliver your message, which appears when you compose your message

***Pull down the text thread interface to refresh your messages.*



5.2: HOW TO ATTACH A FILE TO A MESSAGE


To attach a file:

1. **Open** the **Message** tab.
2. **Select** a message recipient from the **recipient** container.
3. **Tap** the **Paper Clip** icon > **Upload File**.
4. **Select** the desired **file** from your device. (*crop or adjust as needed*)
5. **Tap** the **Upload** icon to confirm.







Alternative

1. Tap the **Paper Clip**  icon > **Select DF Object**.
2. **Select** the **object** within the device's storage area.

5.3: HOW TO FILTER GROUPS



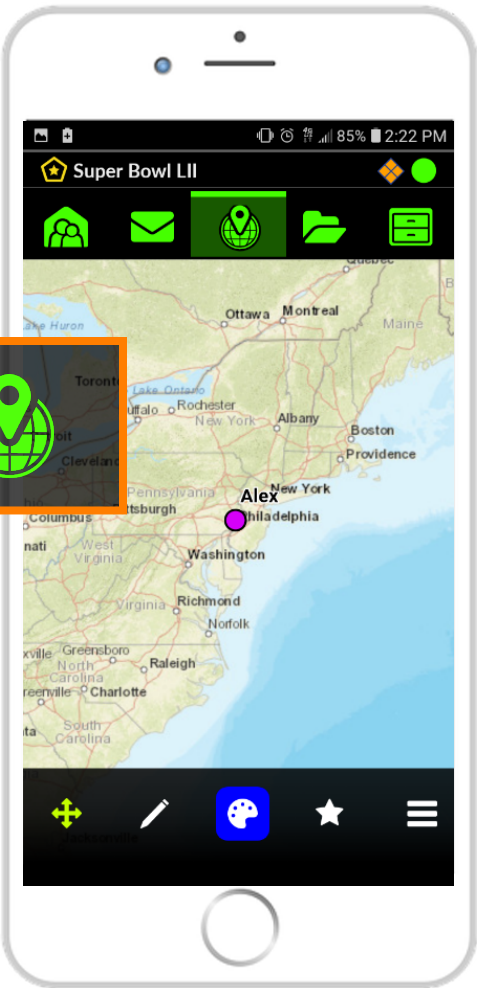
To filter in groups:

1. Opening the **Message**  tab.
2. **Select** the **Text Message options**  menu > **Filter Groups**.
3. **Tick** the **boxes** next to the preferred groups > **hit** the **checkmark** to confirm.





UNIT 6 | MAP



You Are Here



TABLE
6.1-1

6.1: MAP TOOL DESCRIPTIONS

ICONS	MAP TOOLS	DESCRIPTIONS
	PAN TOOL	Pans the map view
	ANNOTATION TOOLS	Exposes an array of drawing tools
	COLOR PALETTE	Tap this icon to select the color for the drawing tool or text
	MAP ICON PALETTE	Exposes a palette of icons to insert into the map
	MAP OPTIONS MENU	Additional Map tools

6.2: Annotation Tools

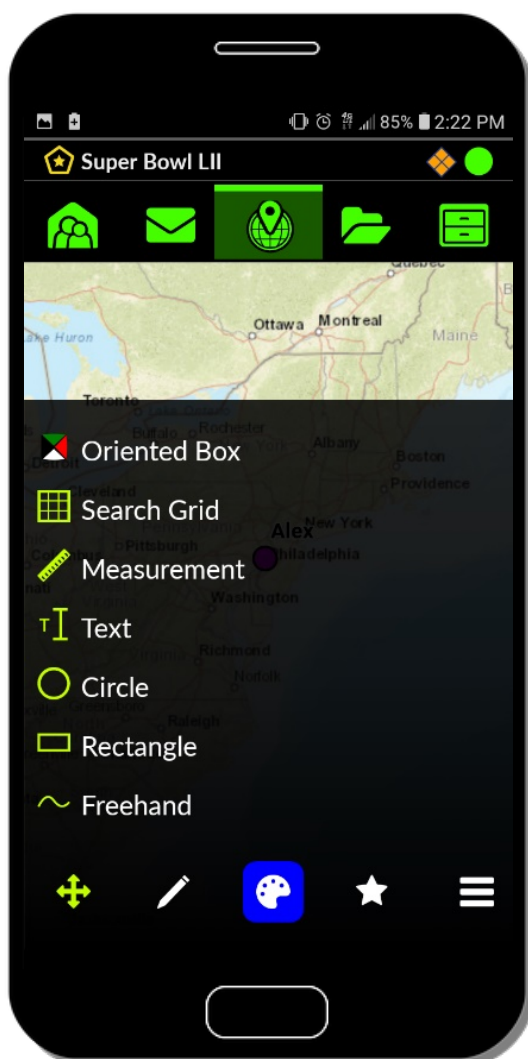
6.3: Map Options Menu





6.2: ANNOTATION TOOLS

Collaborative whiteboarding is DragonForce's most distinctive feature. Users can easily import any custom icons or symbology for their operations. Any member of the group can see and contribute to the common operating picture. DragonForce's collaborative whiteboarding helps users observe, orient, decide, and act more quickly and safely by empowering them to function as a more cohesive team with access to the latest and most accurate mission-critical information during every phase of an operation.



Places a color-coded adjustable box to identify the sides of an area of operations.



Places a color-coded adjustable box to label the sides of an area of operations.



Calculates the distance from one point to another.



Places text in any given area of the map or image.



Allows the user to place a circle on the map.



Allows the user to place an adjustable rectangle on the map.



The freehand tool gives the user more flexibility when drawing annotations.
















These instruments work in conjunction with your annotation tools to **transform** (size and rotation), to **lock**, or to **delete** your annotation.

6.3: MAP OPTIONS MENU



 Set Tracking Mode...	[Set the rate at which location updates are made (Automatic, Power Save, Manual)
 Clear My Location	[Remove user's location from the map (Location is also removed from other users' maps)
 Dead Reckon My Location	[Manually indicate "pin" user's location on map
 Refresh Locations	[Get the latest location data for all users
 Find User...	[Find the location of a user
 Find Address...	[Find the location of an address
 Track Users...	[Allows you to keep map centered on any tracked user
 Go to Home Location	[Center map on default location for group
 Set Home Location	[Change default location for group
 Hide Labels	[Reveals/hides the labels in your map
 Layer Options	[Select the base or feature layer to be displayed on your map



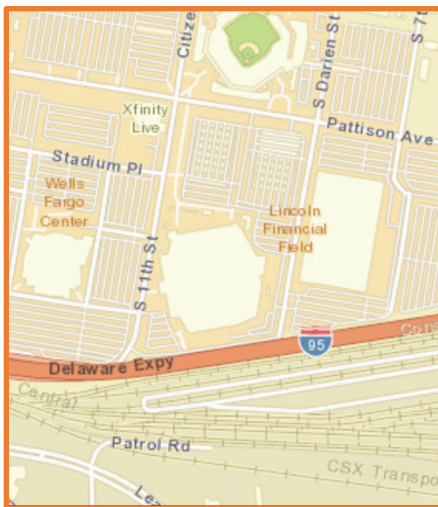


6.4: BASE MAPS

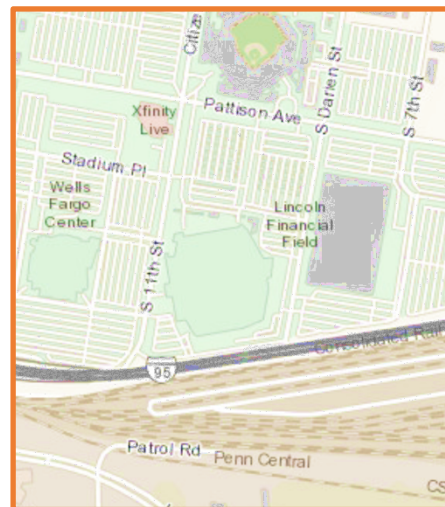
DragonForce supports multiple map layers including street, satellite, and topographical views. You can also use map data from third-party systems like ESRI and Pictometry so that you can leverage your investment in those technologies.

Standard maps included with web deployment:

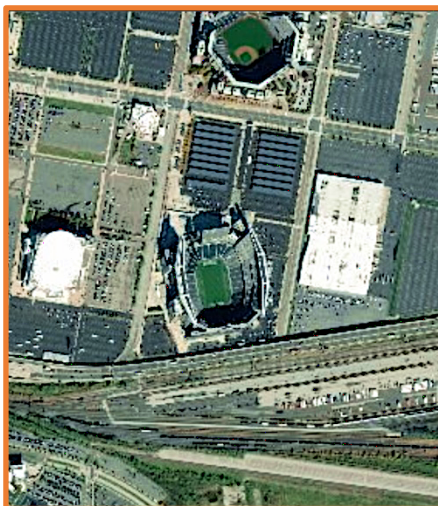
ESRI WORLD STREET MAP



ESRI WORLD TOPOGRAPHIC MAP



ESRI WORLD IMAGERY



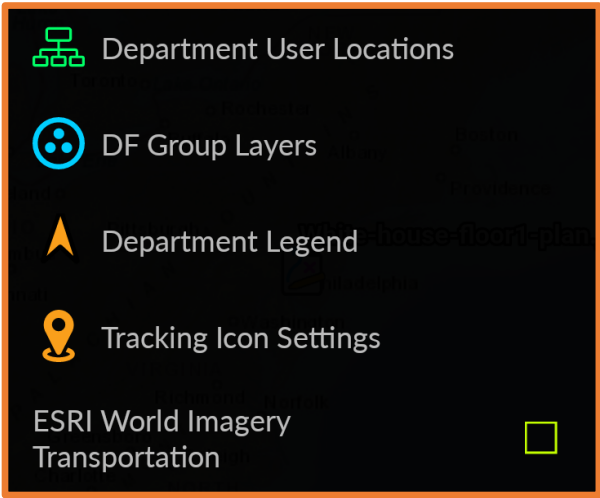
ESRI DARK GREY





6.5: FEATURE LAYERS

The Map Feature Layers lists the layers available to be placed upon the selected base layer. The settings for both the Base Maps & Feature Overlays are customizable on a Group by Group basis and will be saved when the user logs out.



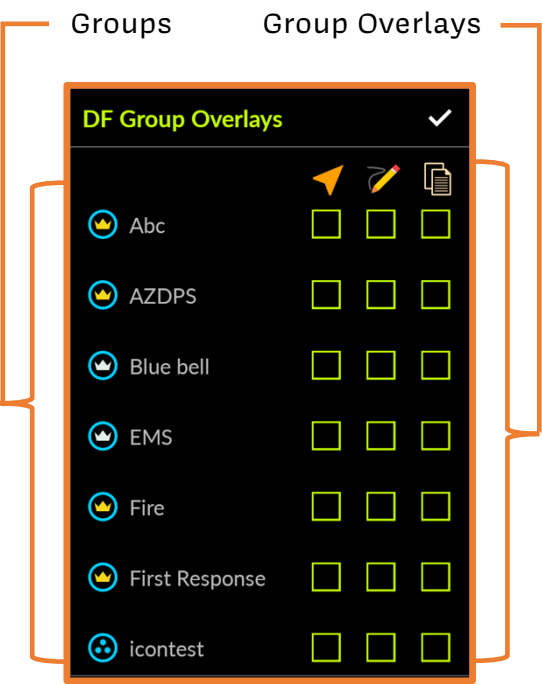
Example Feature layer, **ESRI World Imagery Transportation**, page 30.

Department User locations - displays the location of all users from a selected department.

DF Group Layers - allows user to overlay the location, annotations, geotagged objects, and files from other groups. View 6.5.1 DF Group Overlays

Department Legend - Displays the department color associated with the tracking icon.

Tracking Icon Settings – Allows the user to change the tracking icon color, size, and cluster distance. View 6.6: How to Adjust Tracking Icon Settings



6.5.1: DF GROUP OVERLAYS



The innermost tick box column allows the user to overlay the location of the group.



The center tick box column allows the user to overlay the group's annotations.



The outmost tick box column allows the user to display the group's geotagged files.





ESRI World Imagery Transportation



6.5.2: NESTED DEPTS

Select Department

Q

X

<input type="checkbox"/>	<input type="checkbox"/>	Drakontas
>	<input checked="" type="checkbox"/>	<input type="checkbox"/> EMS
<input type="checkbox"/>	<input type="checkbox"/>	Fire Department
<input type="checkbox"/>	<input type="checkbox"/>	Multimedia
<input type="checkbox"/>	<input type="checkbox"/>	Police Department

☒

DragonForce's Nested Department capability gives you the ability to create as many Departments and Sub-Department layers as you need to model the complexity of your deployment.

Departments can be organized according to geography and/or operational specialty. Each Department may be customized with its own: color, Quick Texts, Status Settings and whiteboard iconography.

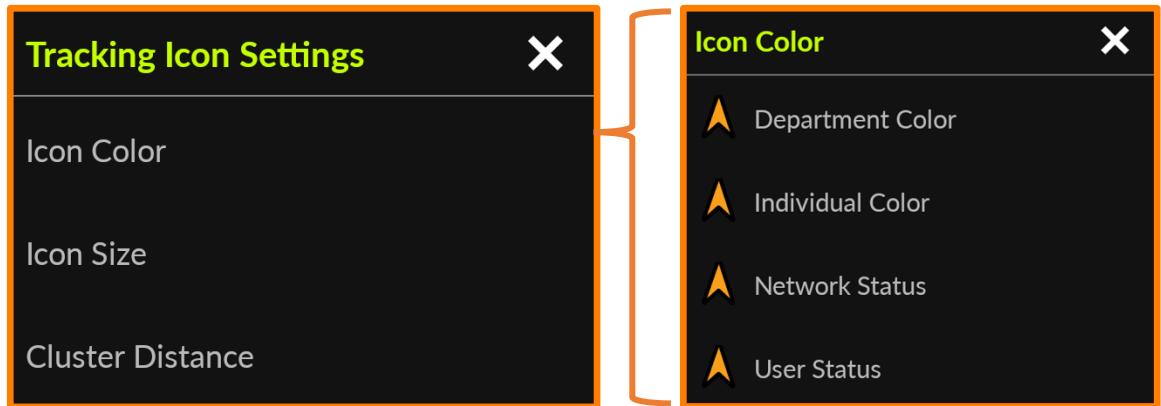
Sub-Departments can be uniquely configured or set to "inherit" the configuration settings of their parents. Personnel from any department can be added to an incident group as needed.



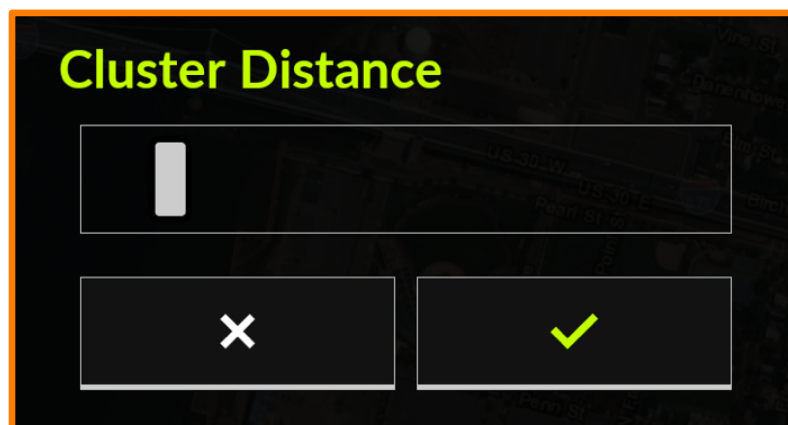


6.6: HOW TO ADJUST TRACKING ICON SETTINGS

The tracking icon can be manipulated by the tracking icon settings in the map options menu. The user's icon color, size and cluster distance can be altered. The user can define the background color/halo and the tracking chevron based on their specific needs through the tracking icon settings drop-down list.





The **Enable Clustering** option allows the user to adjust the proximity and group the tracking dots when scaling the map. The cluster distance tool affects the spatial sensitivity between tracking dots.








6.6.1: HOW TO SET YOUR HOME LOCATION

To set your home location:

1. **Open** the **Map** tab  > **tap** the map **Options** menu.
2. Select **Set Home Location**  > **Tap** the **area** on the map to set your home location.




Alternative

1. **Open** the **Home/Group Manager** tab. 
2. **Select** the **group options** menu from the preferred group.
3. **Tap** **Manage group**  > **Set Home Location.** 
4. **Pan** the **map** (or confirm lat/long coordinates).
5. **Tap** the desired **area** on the map > **hit** the **checkmark** to confirm.



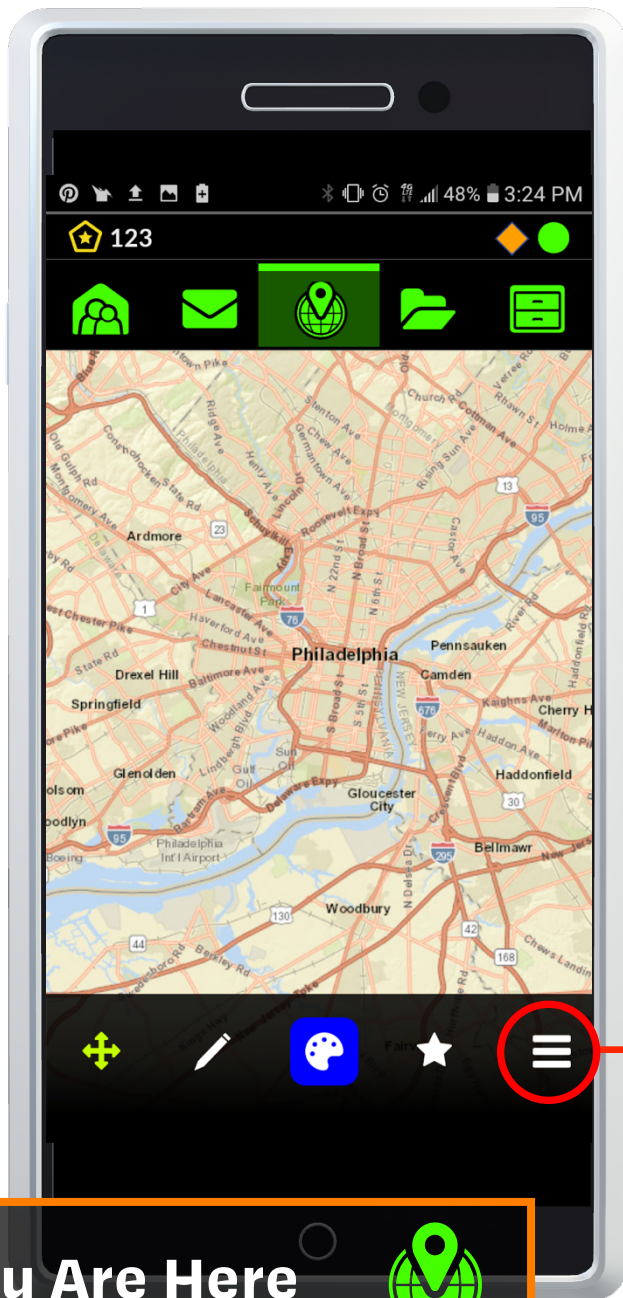
6.6.2: HOW TO DEAD RECKON USER

To dead reckon a user:

1. **Open** the **Map** tab. 
2. **Tap** the map **Options** menu  > **Dead Reckon My Location.** 
3. **Tap** the desired **area** on the map.

The user's tracking icon will appear at the new location. When the user is dead-reckoned the user's state changes from automatic to manual mode.





You Are Here



Dead Reckon My Location

Options



Dead Reckon My Location



Refresh Locations



Find User...



Find Address...



Track Users...



Go to Home Location



Set Home Location



Hide Labels



Layer Options



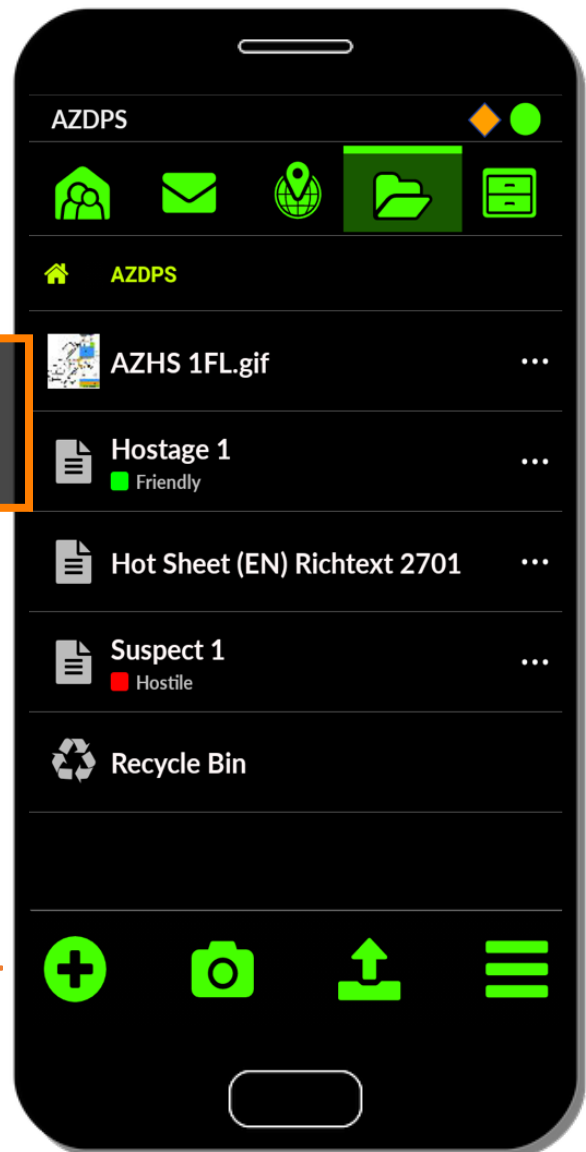


UNIT 7 | FILE MANAGER

You Are Here



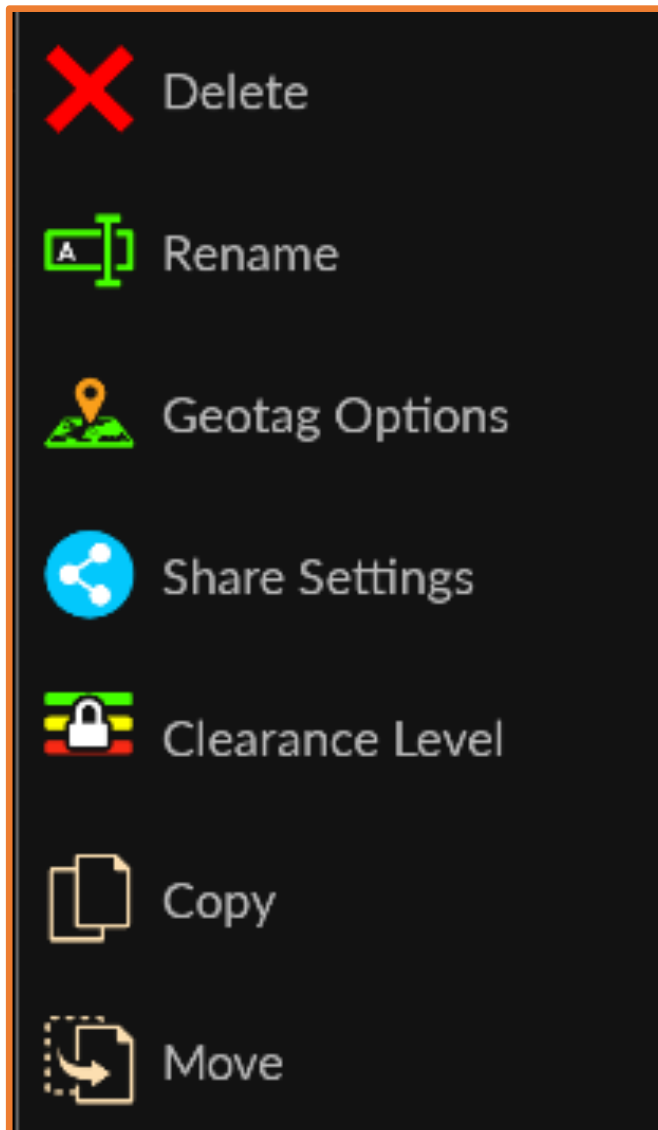
File options for objects in the File Manager are equivalent to the options under Resources with the exception of share settings.



DragonForce has an easy-to-use digital forms and situation report capability that transforms your smartphones and tablets into powerful data collection tools replacing pencil and paper and eliminating the need for air prone data reentry. DragonForce forms are fully customizable so that you can capture the pictures, media, and text fields you need. Crime scene documentation, task lists, case logs, and suspect alerts are only a few examples of the day-to-day activities DragonForce can be used for.



7.1: FILE MANAGER ICONOGRAPHY AND DESCRIPTIONS



Delete the file

Rename the file

Assign or adjust the geographic location associated with the file. Plot the file on the group map

Select which groups are permitted to view and edit a file

Allows the user to set the authorization level of a file

Send a copy of the file to another group or individual user

Move the file to a folder inside the group









7.2: HOW TO GEOTAG A FILE

IP cameras, forms, and pictures can all be geotagged allowing users to access these mission resources by simply tapping or clicking on the respective icons displayed on the map.

To geotag a file:

1. **Open** the **file manager** tool. 
2. **Tap** the **file options** menu on the select file > **Geotag Options**. 
3. **Tap Set File Location**. 
4. **Pan** the **map** (or confirm lat/long coordinates).
5. **Tap** the desired **area** on the map > **hit** the **checkmark** to confirm.

The file icon  will appear on the map.



7.3: CLEARANCE LEVEL

Clearance Levels - the number of clearance levels can be customized for each customer deployment.

Level 0 = cleared (anyone can see the contents) The user's clearance level is displayed in this field. A user may "classify" a DragonForce object (whiteboard, SitRep) from 0 to his clearance level. If an object has a clearance level greater than the user's, then the object will not be visible to the user.

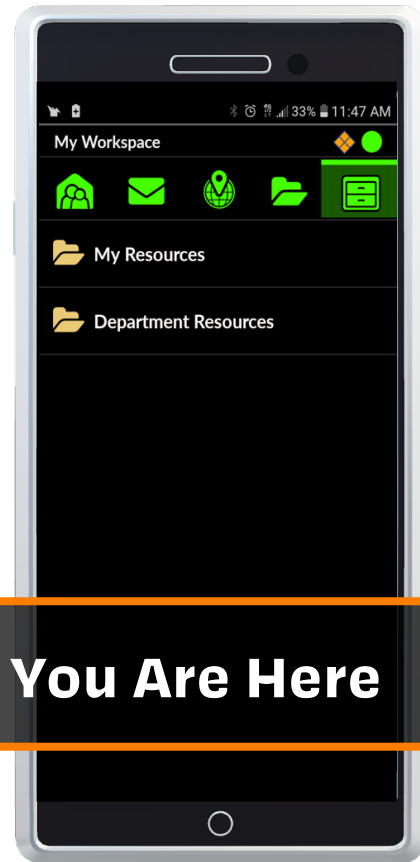




UNIT 8 | RESOURCES

The resources tool manages your files and gives you access to both a personal, secure storage space; *My Resources*, and a shared departmental space *Department Resources*. *My Resources* can be accessed by mobile clients.

Files stored in *My Resources* can only be accessed by the user logged into the mobile app. Files in *Department Resources* can be accessed by any department member with permission to view the *Department Resources*.



8.1: RESOURCES OPTIONS MENU

The resource settings provide the user with several sorting options; files can be listed alphabetically or alphabetically reversed and by the newest or oldest file item. The user can access the file manager by tapping the resource icon then **my resources** or **department resources**. Use the additional resource tools to create or sort files.



8.2: HOW TO CREATE AN OBJECT

To create an object:

1. **Tap** the **Resources**  tool > **Department Resources**.
2. **Hit** the **Create**  icon > **SitRep, Form** or **Folder**.
3. **Select** and **fill** the object.
4. **Hit** the **checkmark** to confirm.





UNIT 9 | ARCHIVES

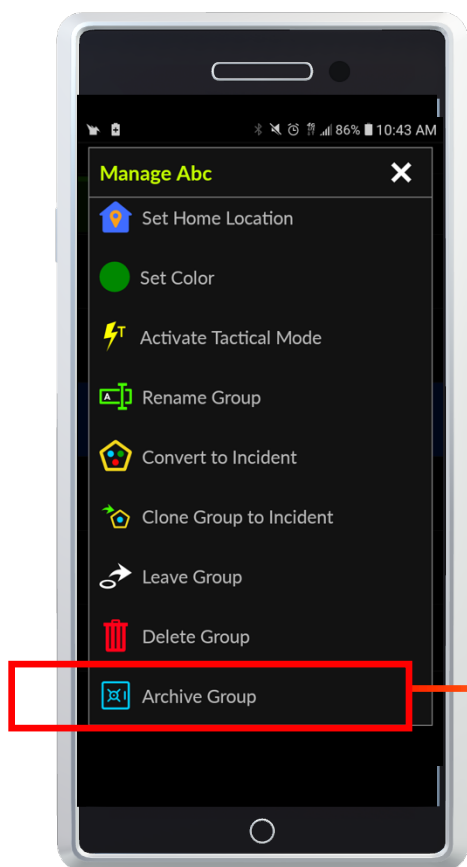
When an operation is completed, the group associated with it can be archived so that no changes can be made to the data set; copies can be made, but changes are not permitted. Group managers can restore an archived group to operational status to continue to modify the contents of the group.

9.1: HOW TO ARCHIVE A GROUP



To archive a group:

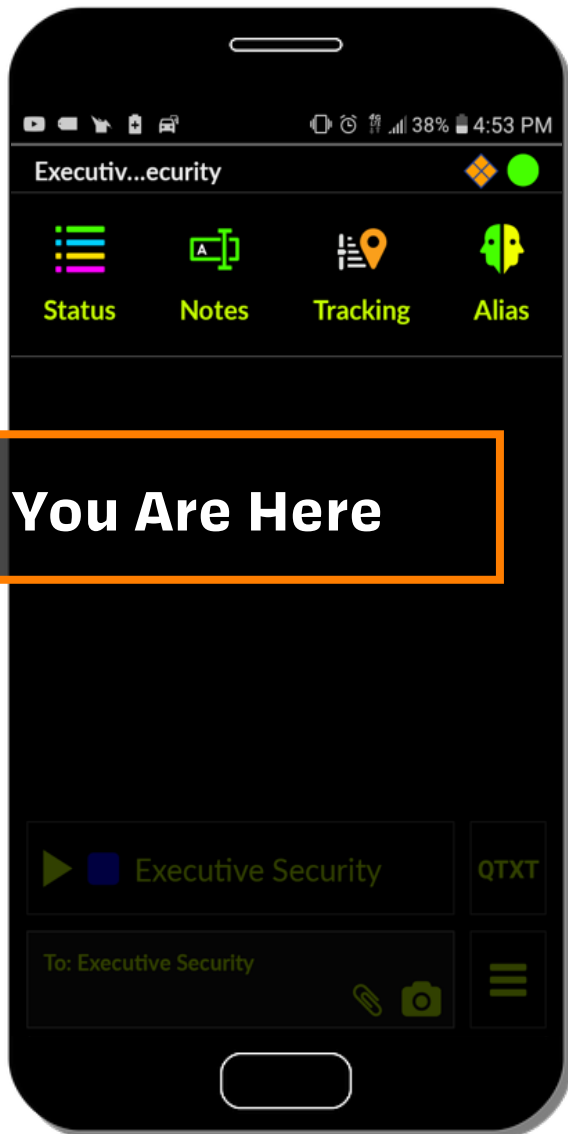
1. **Open** the **Group Manager**  tool.
2. **Tap** the preferred **group option** menu > **Manage Group**. 
3. **Scroll** down > **tap archive** > **hit the checkmark** to confirm.



You Are Here



UNIT 10 | QUICK ACCESS MENU



Tapping and swiping down from the navigation bar will reveal the **Pull-Down Menu**, which provides a shortcut to the following tools:



Status – tap to set user's operational status.



Notes – provides a container for comments or additional information.



Tracking – provides two settings for user tracing, automatic and manual.



Alias – allows the user to set their nametag.



Group Manager – tap and hold the group manager icon for the option to clear notifications.



Map Icon – tap and hold the map icon to reveal the base layers.





UNIT 11 | CONTACTS & REFERENCES

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