

Little Green Button

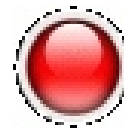
Example Protocol

Need help?



If you feel under threat, require urgent assistance or there is a medical emergency **double click** on your Little Green Button.

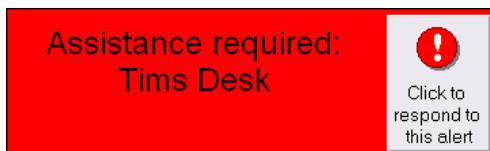
The button will turn red, it will stay red until somebody responds to your request for assistance. There will be no audible alert from this computer.



If somebody responds your button will change to display a smiley face for a few seconds before it returns to being a green button. So help should be on the way shortly!

What happens if panic button is activated?

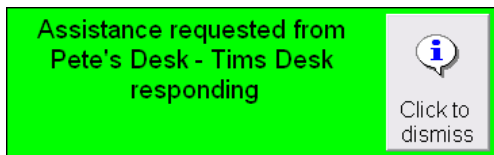
So if someone activates the Little Green Button, an alert will be displayed on all other computers on your network. This alert will display the location of the problem. It will be displayed above all programs and will remain there until someone clicks on the **Click to respond to this alert** button.



Who should respond?

Whoever is closest! A quick response can help to prevent a situation escalating out of control. If no one near to the location has responded then perhaps you should, don't just ignore the request.

Never click to respond if you have no intention responding to the request for assistance! Wait until someone else responds.



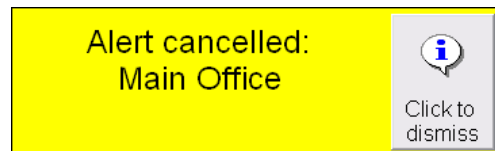
Once a user has responded, all other user's alert messages will turn green and it will tell you who is responding. The button has now changed to **Click to dismiss**.

So it's ok then?

Make sure that all requests for assistance are followed up by a second person; a serious situation could need the attention of more than one individual.

What if I click on the Little Green Button by mistake?

If you have double clicked on the LGB by mistake, you simply double click again to cancel the request. All users who initially received the assistance required alert will be informed that the request has been cancelled. Again they will have a **Click to dismiss** button which will close the pop-up:



What should I do about a cancelled alert?

Somebody near to the location should still respond to check that all is ok. It is a good idea to nominate certain staff to check all alerts, even if it is just a phone call to the location to confirm that all is well.

Should we test the system?

Just like the fire alarm you should test the Little Green Button. The test should ensure that computers are showing the alerts, that the LGB is correctly configured for its location (Right click on the button – Settings – Location) and that the staff know how they should react to an alert.