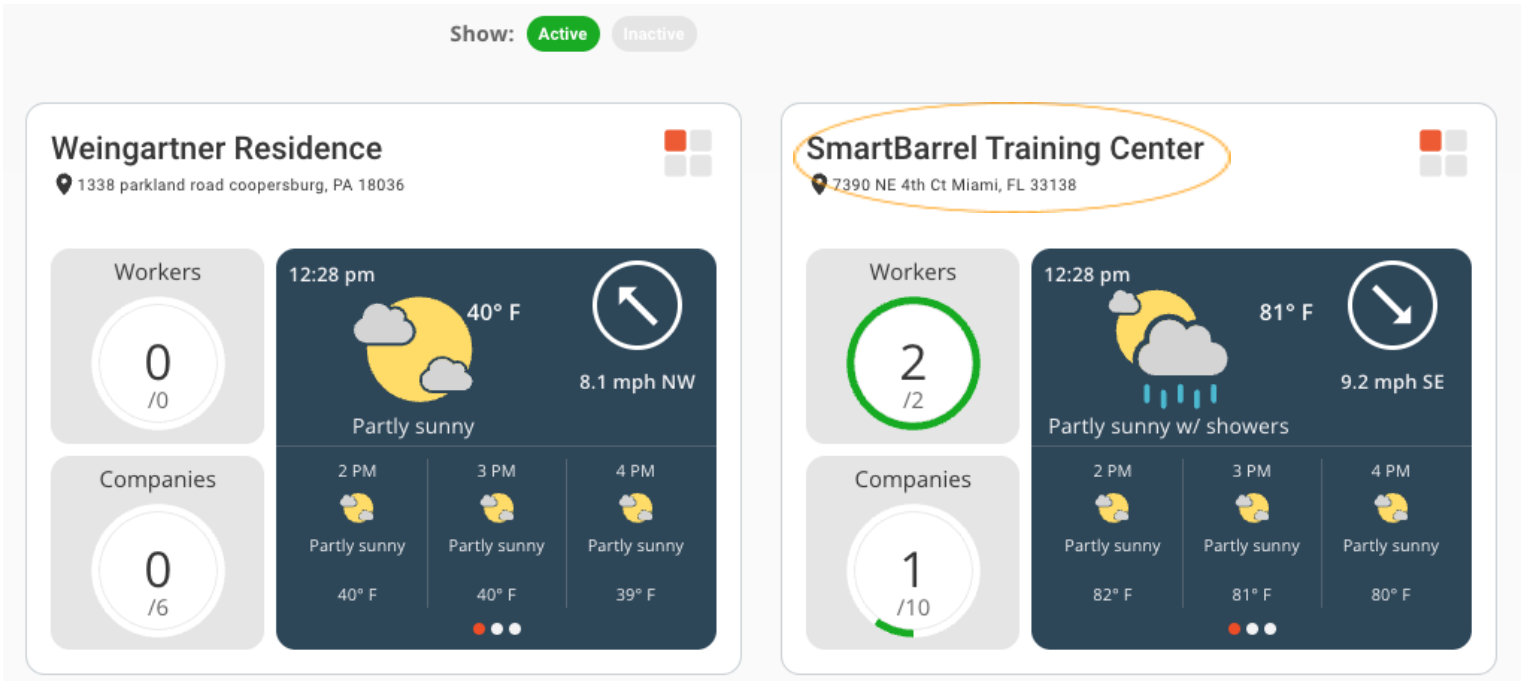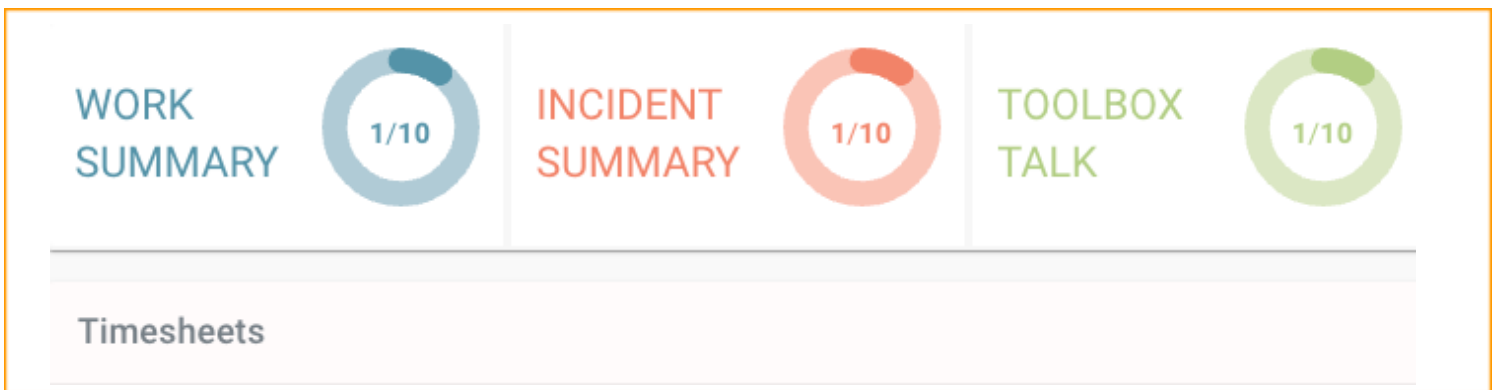# How to view the app data in The SmartBarrel Dashboard

Step 1: Login to the dashboard and select the project you want to view.

Step 2: Scroll down until you see 3 buttons above the timesheet.
"Work Summary, Incident Report, ToolBox Talk"

Note: Depending on the date you have selected will tell you if any of the fields above need to be viewed.   I.E., You know an incident was reported today because the box says 1/10. You also know that you have 10 total incidents that have been reported. The same logic applies to "Work Summary" and "ToolBox Talk".

SMART**BARREL**

Step 3: Work Summary

Work Summary: Updates can be submitted and will show up in the project dashboard under "work summary" just above the time sheets. You can also submit pictures through the app.

WORK SUMMARY 1/10   INCIDENT SUMMARY 1/10   TOOLBOX TALK 1/10

Search

Submit your work summary by sending a text message to 786 589 4674   Hide empty companies

SmartBarrel HQ   + 1

Jaxon Worthen
Phone: (801) 668-4240
Company: SmartBarrel HQ

Today we poured concrete in the east wing.
Dec 13, 2022 12:08 PM

Shows the note, who submitted the work summary, and what time.

If a user doesn't have access to the app -they can text this number when they're clocked in and it will submit a work summary note as if they used the app. **Note:** They can only send pictures in work summary through the app.

Step 4: Incident Summary

Incident Summary: If a worker is injured on the project -an incident report can be filled out via the app. This can be viewed in the dashboard. **Note:** Photos of the incident can be uploaded via the app.

| WORK SUMMARY | 1/10 | INCIDENT SUMMARY | 1/10 | TOOLBOX TALK | 1/10 |

🔍 Search   ▤ ⬤ Hide empty companies

⌃ SmartBarrel HQ   1

👤 **Jaxon Worthen**   I hurt my foot when pouring concrete   ▤ Open ▾ +
    Phone: (801) 668-4240   Dec 13, 2022 12:10 PM
EN ⬚ **Company:** SmartBarrel HQ

Shows the note, who submitted the incident report and what time.

When an incident is filed. It will be toggled as "open". Meaning that it still has to be addressed and then "closed".

SMART**BARREL**

Step 5: ToolBox Talk

ToolBox Talk: After everyone is clocked in you can submit notes of what the ToolBox Talk was about. This will show up in the project dashboard under "ToolBox Talk" just above the timesheets.

You can see that 2 people clocked in and were present for the ToolBox Talk meeting. **Note:** If you click on this button it will show you a list of those workers with their phone number and picture

This button will download the list of workers that were present at the ToolBox Talk. **Note:** It can also be sent as an email.