

Evacuation Manager

The *Evacuation Manager* gives you an overview of persons who are currently logged into an unsafe zone. In the event of an alarm, employees may no longer be able to log out of their zone properly (no time, devices no longer working). You can use the evacuation manager to manually transfer persons from unsafe zones to a safe zone after you have checked their presence.

The screenshot shows the Evacuation Manager interface with two main data tables. The left table, titled 'SAMMELPLATZ PARKPLATZ SAFE ZONE', lists personnel in a safe zone. The right table, titled 'OTHER ZONES', lists personnel in unsafe zones. Both tables have search bars and refresh buttons. The interface also includes a sidebar with navigation icons and a top navigation bar with the title 'Evacuation Manager / Sammelplatz Parkplatz'.

Personnel Number	First Name	Last Name	Subsystem Grouping
A1108	Sebastian	Myer	8
A1180	Robert	Leiden	8
A1127	Uwe	Höchst	7
A1148	Christian	Olbrecht	8
A1165	Patrik	Lenk	8
A1176	Jamie	Olreich	8
A1177	Moritz	Lankmapf	7

Personnel Number	First Name	Last Name	Subsystem Grouping	Zone
A1137	Jens	Vetterhan	7	Hauptgebäude G01_1.OG
A1125	Andreas	Uhlmann	7	Hauptgebäude G01_1.OG
A1124	Matthias	Radovic	7	Hauptgebäude G01_1.OG
A1141	Nikolai	Paplik	8	Hauptgebäude G01_1.OG
A1181	Daive	Melligrini	7	Hauptgebäude G01_1.OG
A1044	Liam	Keilers	7	Hauptgebäude G01_1.OG
A1109	Marion	Kalterer	7	Hauptgebäude G01_1.OG
A4001	Andreas	Höppner	7	Hauptgebäude G01_1.OG
A2111	Tobias	Doelker	7	Hauptgebäude G01_1.OG
A3003	Darius	Dietrich	7	Hauptgebäude G01_1.OG
A1164	Alexander	Denkreich	8	Hauptgebäude G01_1.OG
A1140	Tobias	Denkenbeil	7	Hauptgebäude G01_1.OG
A1028	Acun	Bülow	7	Hauptgebäude G01_1.OG
A1101	Markus	Blechert	7	Hauptgebäude G01_1.OG
A1153	Wanda	Alterer	8	Hauptgebäude G01_1.OG

Lists *Safe Zone / Other Zones*

The list on the right contains all persons in unsafe zones. To book a person into a safe zone:

- Select the person(s) in the list of unsafe zones (multiple selection with CTRL or SHIFT).
- Press *Confirm as safe!*.

The persons now appear in the list on the left-hand side and are booked into the safe zone.

In the opposite case (e.g. due to an incorrect rebooking), proceed in the same way: Book people from the safe zone into the unsafe zone by selecting them in the left-hand list and then pressing the button *Confirm as unsafe!*. The persons will then reappear in the list of unsafe zones.

Buttons for display format

Use the icons to the right of the lists to select whether the persons are displayed in text form or with their photo.

Button *Add Person*

You can use the *Add Person* button to add persons who are not currently in a zone to the safe zone. To do this, click the button and then select the desired person(s) (multiple selection is possible). Confirm your selection with the Save button.

Further options with the lists

- **Show details:** Double-click in any column of the person. A pop-up window appears.
- **Select columns to display:** Press the gear icon. Select which columns you want to display and in which order. Arrange the columns using the mouse or the arrow icons. Press *Apply* to adopt the changes.
- **Search in columns:** Enter text or numbers in the search field (magnifying glass icon) of a column to search for names, personnel numbers, or other criteria. The entries take effect immediately: the list only displays hits.
- **Export the entire list:** Press the download icon. Select the format in which you want to export the list. The export files are downloaded or displayed depending on the browser/operating system settings. For details on the available export formats, see the [General > Export Formats](#) chapter of this manual.
- **Update list:** Use the *Refresh* button to update the zone list. This also happens automatically every 15 seconds.

Revision #6

Created 2024-11-27 09:55:57 UTC by DRAKOS

Updated 2025-10-06 09:57:08 UTC by DRAKOS