

Braintree Engage

Engage with your employees on a single platform

The Braintree Engage App is designed for all employees in an organisation to effectively communicate their work status, location and health status.



It provides the employee with multiple additional Work from Home features that make working remotely much easier.



It encourages all employees in the organisation to capture their information from anywhere at anytime.



It is built on the Microsoft PowerApps platform, where low code platforms can accelerate business operations.



Home



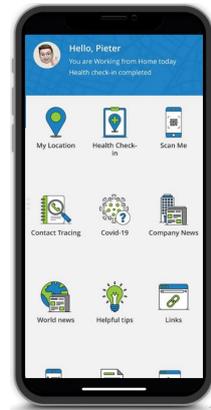
My Location

Allows the employee to select where he will be working from, either for a data range or for a specific date (configurable per option).



Health Check-in

This is where the employee will do their daily check-in including answering health related questions.



Office Monitor



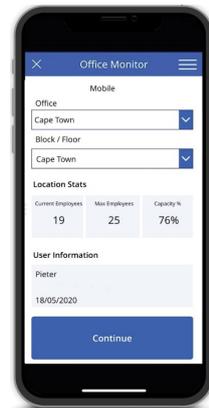
The Office Monitor app is used to manage access to offices or place of work.



Locations are assigned to specific users and they can only process employees at the location.



Capacity tracking is available and can be managed per office.



Health Check-in



The Health Check-in functionality allows for the completion of a health-related questionnaire that can be used to manage various risks in the company.



The questionnaire can be customised based on local governance requirements.





Hot Desks



Use Outlook Calendar Rooms as hot desk or group desks using room list with the ability to restrict employees to a room list.



Employees book a hot desk via the Engage App.



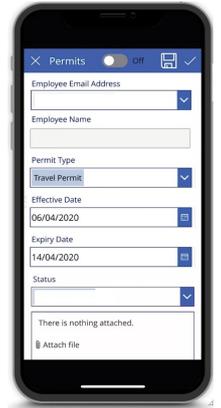
Permits



Permits allows for the central management of permits issued to employees.



Permit Types can be configured, attached and stored in SharePoint.



Scan Me

Under My Profile on the App you will find the Scan Me option. Your Status is based your **"Health Check-in"** for today.



Your **"Health Check-in"** is completed and you are feeling fine and have indicated that you are not experiencing any symptoms.



Daily **"Health Check-in"** is not completed and needs to be completed before accessing the premises.



You need to be screened further as you have indicated that you are not feeling well. Rather work from home or seek medical advice.



Contact Tracing



The **Contact Tracing** functionality allows for employees to either scan to a specific environment using a QR code assigned to a specific location as well as sharing your current location (latitude and longitude).



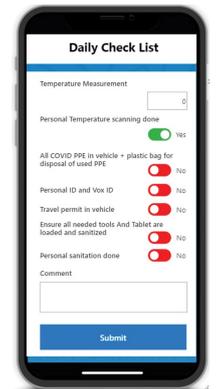
Daily Safety Check



The **Daily Safety Check** list pops up daily for specified employees to complete.



This functionality is aimed at technicians or on-site workers travelling directly to sites.



Covid-19 Declaration



This section is used by employees to manage their own Covid-19 status and exposure.



Once an employee has confirmed exposure or contact, this functionality will be enabled for this employee only.



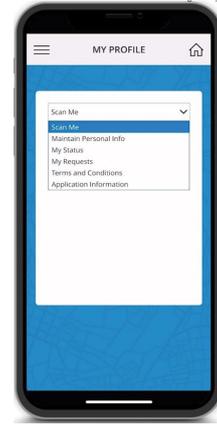
HR will have to deactivate the **"Case"** for this functionality to be disabled.



My Profile

The **My Profile** option allows for:

- 1 **Scan me** - as previously explained.
- 2 **Maintain Personal Info** - this option allows for the maintenance of default office information.
- 3 **My Requests** allows for tracking of My Requests submitted.
- 4 **Terms and Conditions** - this can be maintained by the system administrator in the Config app.
- 5 **Application Information** displays information about the app



Company News

Company News can be added from the Admin app and once posted will be communicated to all employees via:

- ▶ Email
- ▶ Teams adaptive cards
- ▶ App push notifications
- ▶ Text messages via SMS (additional costs)



World News



An RSS feed can be configured for live news feeds from trusted news sources e.g. News24



Emergency Contacts



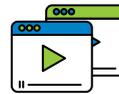
Emergency Contacts can be maintained from the Admin app per Country/Province/Region etc. as per your company's specific requirements.



Learn



Learn allows for sharing videos uploaded in your companies Microsoft 365 tenant's Microsoft Stream.



Videos can be grouped and multiple videos per group can be loaded.



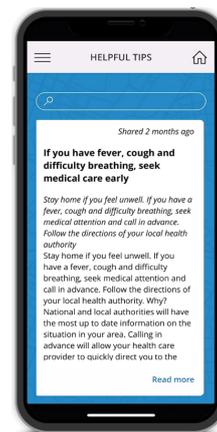
Helpful Tips



Helpful Tips can be loaded, updated, and pushed to users of the app.



Tips are searchable.





Requests



Request categories can be maintained in the Admin app with a default email address for the request category.



Once a request is submitted the request is mailed to the email address linked to the request category.



Requests can be tracked by the users; responses can be loaded using the **"Respond to Request"** functionality and the status of requests can be tracked.



Company Policies



Publish your company policies

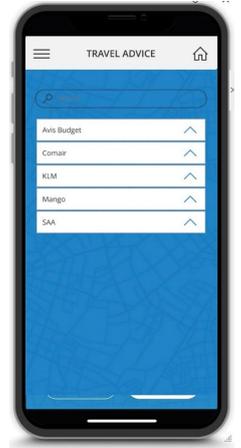


Policies can be searched for easy of reference.



Travel Advice

Travel advice issued by travel agencies, airlines and other resources in the travel industry can be published in this section for easy of reference by employees.



Links



URL links to useful websites can be configured from the Admin app and users can search for links.



Engage Automate

Notifications, Escalations and Workflow



Microsoft Power Automate is deeply integrated in the toolset for reminders notifications via emails, SMS, Microsoft Teams Notifications etc.



Employees are reminded of non-adherence to company policies e.g. not updating Health Check-in before daily deadline.

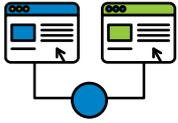


Incidents are reported using Power Automate flows.



Engage Employees

Manage employee information and access to functionality in Brainworx



Tight integration to Microsoft 365 user functionality and Azure Active Directory is a central part of the WorkSpace Platform.



The Employee Management app is aimed at the HR Departments of companies to load additional meta data required against employees that are not maintained in Microsoft 365 or Azure Active Directory.



Engage Communicate

Communicate with employees using other technologies including USSD, text messages and others.



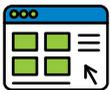
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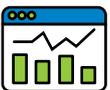
Bring your own gateways and only pay for setup and connections or use the build in gateways making use of the Vox platforms.



BI and Reporting



A standard set of extracts and BI Dashboard are made available using Microsoft Power BI Desktop tools.



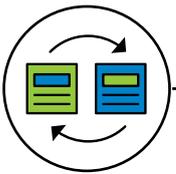
Additional reports and dashboards can be developed.



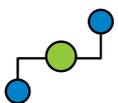
Corporate Entity and Branding

▶ The app colours, backgrounds and icons can be modified by our graphic designers to adhere to your corporate identity (CI) at an additional once-off charge.

▶ Please provide us with your CI specifications.



Integrations



Integrations to and from any external system are possible using standard API connectors.



These include integrations to HR, time and attendance and loyalty programmes.



Additional Info



The Microsoft Cloud is used as base for the suite of applications.



Data is stored in secured SharePoint Online lists in your own tenant.



The Microsoft Power Platform is integral to the solution using Power Apps and Power Automate.



Advanced tools using the CDS (Common Data Service) are on the road map.



Office 365

Optimal use of the Microsoft 365 platform including Teams, Outlook Online and other tools are core to the solution.