**Fire Risk Assessment App**

**Pages**

1. Welcome / Create Account / Log In

* Option to Create Account
  + Username (email)
  + Password
  + Personal Details (name, business name)
  + Option to upload company logo.
* Customer Log In
* Fingerprint log in option

1. Dashboard

* + Add new (Fire Risk Assessment)
* ‘Completed’ Fire Risk Assessments with link to file
* ‘In progress’ Fire Risk Assessments with link to file to continue progress
* ‘Purchased’ Fire Risk Assessments with link to blank file (ready to start)

1. Fire Risk Assessment Form

* Set questions to answer regarding the premises on the Fire Risk Assessment, which for the first section of the form requires user to type in answers plus add one photo of the premises.
* Sections of set questions that require a ‘yes’ ‘no’ or ‘n/a’ selected response (similar to survey) Area to type explanation if ‘no’ or ‘n/a’ selected.
* Photo and microphone buttons
* ‘save and close’ and ‘next’ buttons
* Visual progress bars at the top of the screen

1. Purchase options

* 1 Fire Risk Assessment e.g. £19.99
* 3 – discounted rate £54.99 saver option
* 5 – discounted rate £89.99 saver option
* 10 – discounted rate £174.99 saver option

1. Support

* Messaging facility (response within 24hrs)

Misc Info (not a page)

There will be a fixed menu tab at the bottom of each page except the initial login page, when clicked will lead to sub-headings of Dashboard, Purchase Options, Support and Log Out. When on a selected page, the menu icon for that page will be highlighted or enlarged.

**Page Detail**

Welcome / Create Account / Log In

This should be a very simple, modern looking page that is easy to use for the public and also fire professionals. The standout part of this page is the image of the Fire Risk Assessment form to help potential customers to visualize so they can see just how easy and user-friendly it is to complete.

Create a free account button setting up an email/password combination with email verification. Customers can then fill out their personal information including business name (optional) and business logo (optional). If the optional business information is completed, automatically add their business logo to the top of the completed PDF fire risk assessment (later on) and footer each page with Fire Risk Assessment completed to British Standards by (business name). Customers are then forwarded into the Dashboard area. There is also the customer log in button where email and password can be entered with a ‘forgotten your password?’ email option. There is a fingerprint log-on option here also for speedy login to Dashboard area.

Dashboard

This is the main landing page. There will be a big obvious red circle with a ‘+’ sign to start new fire risk assessment. Users will then be given the option of a ‘commercial’ or ‘residential’ fire risk assessment. The ‘+’ button will branch off right and left (commercial and residential) options like an upside-down Y. There will be examples of commercial and residential properties to help the user choose the appropriate option. When selected, users are redirected to the ‘purchase options’ page where they will select a product and make payment. Any purchases are then directed into the ‘Purchased’ area of the dashboard.

There will be a heading for ‘completed’ fire risk assessments which can be selected at any time, and user has the option to go into the assessment and even re-print or re-send to email address. However, users will not be able to edit completed fire risk assessments. A green tick at the end to visually show as complete.

There will be a heading of ‘in-progress’ fire risk assessments that the user will be able to re-visit at any time until completion. Also show a progress bar (thick green circle) which when complete, moves to the ‘completed’ fire risk assessments list with a green tick.

It is also possible to ‘delete’ fire risk assessments here by pressing and holding the fire risk assessment until a delete option prompt appears. However, an app prompt of ‘are you sure?’ will appear and the user will have to re-type in their password/fingerprint for deletion to occur. You cannot delete newly ‘Purchased’ FRAs in the Purchased section.

Fire Risk Assessment form

Users will have to answer the first part of the form by typing responses and have access to the camera to take one photograph of the premises. Here they can also access the microphone to record responses which will be automatically typed. Some responses can have a dropdown/selected fields answer for speed purposes. 75% of the rest of the form requires the user to select ‘yes’ which will be a green circular tick, ‘no’, a red circular cross, or N/A, an orange circular minus. There is also a camera icon for users to add a photo which when uploaded will show a preview here and a microphone icon so users can record responses which will type in automatically.

There will be one question per page with two circular progress bars at the top (one for this section, one for the complete Fire Risk Assessment). The reason for one question per page is because I don’t want to overwhelm the user, I want it to look simple to complete. For the more complex questions, add a hover box with a simple explanation, also give an example answer.

When a section is complete, show a banner ‘SECTION COMPLETE!’ When we move on to the next section, both circular progress bars update accordingly. Have a floating ‘NEXT’ button on every question of the form. When the user clicks ‘NEXT’ all progress up to that point is saved. If the user presses back / shuts down their device, progress will be saved from the last click on the ‘NEXT’ button and the file stored in the dashboard under ‘in progress’. There will also be a ‘Save + Close’ button which will save any progress up to that point and store file in dashboard under ‘in progress’.

When the form is complete, any questions that were answered ‘no’ and required an explanation will then be quoted at the end of the FRA, with a larger version of the photo shown under a heading ‘Actionable Areas’. There will now be a space to record/type a response under each quoted question with the sub-field ‘plan of action’ and a drop down box to select the time to complete the action (1 month, 3 months, 6 months, 1 year) Here, there will also be a sub-field for ‘person responsible’ which will automatically copy the ‘person responsible’ recorded at the very start of the form.

After the ‘Actionable Areas’ section is complete, the user will move on to the risk assessment matrix where they will have to select a likelihood and severity rating which will give a fire risk rating. Hover boxes with additional information will be needed here.

Now the FRA is complete, progress bars updated, a banner will appear ‘CONGRATULATIONS, YOUR FIRE RISK ASSESSMENT IS COMPLETED!’ there will be a ‘Save and close’ button (re-directs to dashboard), a ‘print’ button (finds available printers and prints in PDF) and a ‘send to email’ button (attaches PDF of FRA to email). File gets stored in ‘Complete’ area of dashboard and user can ‘print’ or ‘send to email’ by accessing the FRA and clicking on the button at the end. When ‘save and complete’ button is pressed, provide a warning, have you double-checked your answers? once you save and complete, form cannot be edited further, they then have to type password or fingerprint to close as complete. ‘NEXT’, ‘Print’, ‘send to email’ and ‘save and close’ buttons must not be visible on the PDF report file.

If any questions have been missed (not answered) do not allow user to ‘save and close’ ‘send to email’ or ‘print’, instead re-direct them to the missed questions.

COMPLETED FORM – ACTIONABLE AREAS – FRA RISK MATRIX

Purchase Options

Users have a choice of 4 purchase options each with clickable buttons which automatically re-directs them to a card payment page with the amount automatically typed. When amount is paid, the corresponding FRA’s are lined up in ‘Purchased’ area of the dashboard.

Support

Messaging facility, space for users to type in and send a message to support in case of any issues.