

# SimplyWake

Wake up call system

- [List](#)
- [Create](#)

# List

Wake-up Call List

create wake-up call

Configure Automated Report Recipients

Active Wake-up Calls

Show 10 entries

Search:

Room	Time	Result	Repeat	Method	Action
<input type="text" value="Search Room"/>	<input type="text" value="Search Time"/>	<input type="text" value="Search Result"/>	<input type="text"/>	<input type="text" value="Search Method"/>	
7201	2020-11-12 11:45:00	Scheduled	Disable	automated	<div>DeleteReschedule</div>
7201	2021-01-04 01:00:00	Scheduled	Disable	automated	<div>DeleteReschedule</div>
7100	2021-01-11 01:00:00	Scheduled	Disable	automated	<div>DeleteReschedule</div>
7201	2021-07-05 05:10:00	Scheduled	Disable	automated	<div>DeleteReschedule</div>
7201	2021-07-06 01:00:00	Scheduled	Disable	automated	<div>DeleteReschedule</div>
7100	2021-11-03 00:00:00	Scheduled	Disable	automated	<div>DeleteReschedule</div>

Showing 1 to 6 of 6 entries

Previous1Next

Past Wake-up Calls

Start Date

End Date

Search

Show 10 entries

Search:

Room	Time	Result	Repeat	Method	Action
<input type="text" value="Search Room"/>	<input type="text" value="Search Time"/>	<input type="text" value="Search Result"/>	<input type="text"/>	<input type="text" value="Search Method"/>	
7201	2021-07-05 12:00:00	Cancelled	Disable	automated	<div>ViewReschedule</div>
208	2020-09-26 01:00:00	Cancelled	Disable	automated	<div>ViewReschedule</div>
208	2020-09-25 12:05:00	Cancelled	Disable	automated	<div>ViewReschedule</div>
208	2020-09-23 06:01:00	Not Answered	Disable	automated	<div>ViewReschedule</div>
208	2020-09-19 05:09:00	Cancelled	Disable	automated	<div>ViewReschedule</div>
208	2020-09-18 15:00:00	Cancelled	Disable	automated	<div>ViewReschedule</div>
7201	2020-08-14 11:00:00	In Progress	Disable	automated	<div>ViewReschedule</div>
7201	2020-08-14 10:48:00	In Progress	Disable	automated	<div>ViewReschedule</div>

## A: Row Filter Dropdown

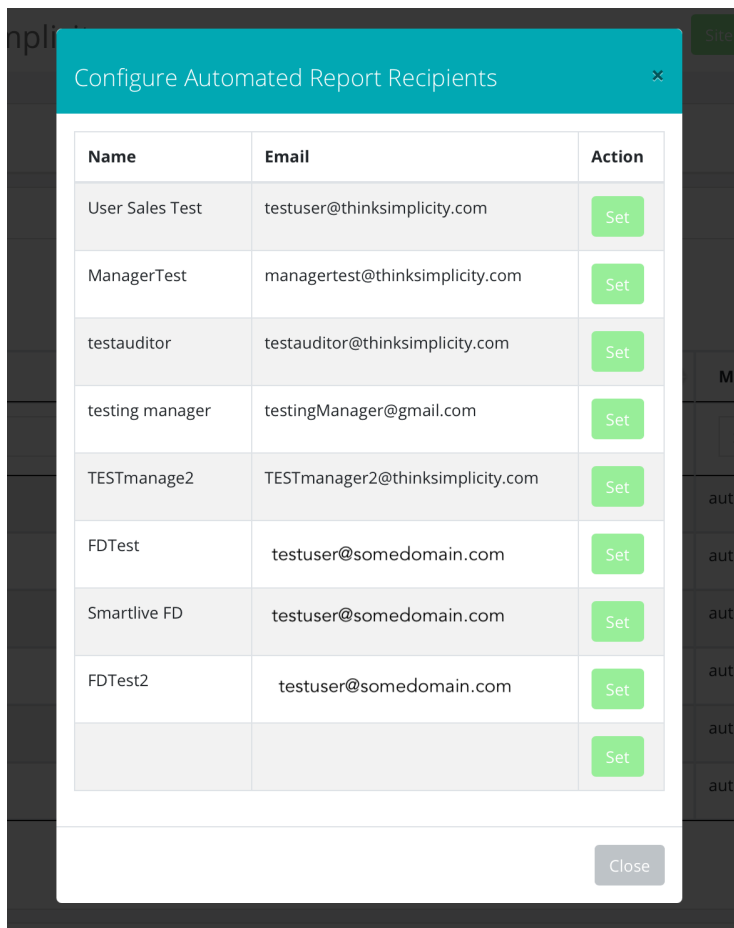
Filter the number of rows shown in the associated table

## B: Create New Wake-up Call button

Button to create a new wake up call

More information found here: <https://kb.thinksimplicity.net/link/568#bkmrk-page-title>

## C: Button to pop up which allows you to manage the automated wake up call report recipients



The pop up screen will show all the users associated to the site and will allow you to select which users should receive the report by clicking on the 'Set' button beside the email address.

If a user is already set to receive the wake up report, then the icon will show "Unset". When unset is clicked, the icon changes to "Set".

D: Search box will filter out the rows shown by any matching character strings entered in any field within the associated table.

E: Active Wake-up Calls table. This lists all the active wake-up calls.

- Room - Shows the room number
- Time - Shows the scheduled time for the wake-up call by year - month - day  
hour : minute : second
- Result - Shows the status of the wake-up call
- Repeat - Shows if the wake-up call is to be repeated
- Method - The way the wake-up call will notify the Room
  - automated - the system will call the Room directly and play a pre-recorded recording when answered
  - manual - the system will call the front desk extensions and notify the staff that guest in room # will need to be woken up
- Action - Actions which can be taken upon the wake-up call entry

F: Action - Actions which can be taken upon the wake-up call entry

- Delete - Removes the wake-up call for the Room
- Reschedule - Allows the wake-up call to be changed to another day and time

G: Filter records in the associated table by date range

H: Table showing a list of Past Wake-up Calls

- Room - Shows the room number
- Time - Shows the scheduled time for the wake-up call by year - month - day  
hour : minute : second
- Result - Shows the status of the wake-up call
- Repeat - Shows if the wake-up call is to be repeated
- Method - The way the wake-up call will notify the Room
  - automated - the system will call the Room directly and play a pre-recorded recording when answered
  - manual - the system will call the front desk extensions and notify the staff that guest in room # will need to be woken up
- Action - Actions which can be taken upon the wake-up call entry

## J: Action - Actions which can be taken upon the wake-up call entry

- Reschedule - Allows the wake-up call to be changed to another day and time
- View - View an already called wake up call - view the time answered, and who last modified the wake up call

## Viewing Past Wake-up Calls

In the image below, it represents what will be displayed when you click on the 'View' button next to the Past Wake-up Calls entry.

You will have the scheduling details listed on the left and on the right you will have the attempts listed and their results.

Wake-up Call List

back to wake up call list

Details of Wake-up Call

Room: 7201

Scheduled Wake-Up Time: Mon Jul 05 12:00 PM

Max Retries: 1

Time Between Retries: 5 minutes

Language: English American

Record number: 3054

Repeat Daily: 0

Wake-up Method: automated

Last Modified By: Jesse Hiatt

Attempt Details

Time	Status
Tue May 19 11:55 AM	not answered

Call Status: Cancelled

# Create

Wake-Up Call module can be accessed by clicking "SimplyWake" on the left hand menu of links. Then select "Create"

Select Date:

10/11/2019

1

Today

Tomorrow

Select the Hour

1

2

3

4

5

6

7

8

9

10

11

12

2

Select the Minute

00

05

10

15

20

25

30

35

40

45

50

55

3

A.M.

P.M.

4

Wakeup Method

Manual

Automated

5

Repeat Wake-up Daily ☐

6

Room List select the rooms you want to set the wake up call for

7

7100

7101

7102

7103

7104

7105

7106

7107

7108

7109

7110

7111

7112

7113

1. **Select Date:** Click on this field to select the date the wake-up call should be triggered
2. **Select Hour:** Click on the corresponding box to select the hour to trigger the wake-up call
3. **Select the Minute:** Select the minute (displayed in 5 min increments) for the wake-up call to be triggered.
4. **AM or PM:** Choose whether the wake-up call should trigger in the AM or the PM
5. **Wake-up Method:** Choose whether the wake-up call will be triggered using the automated system (default) or if the hotel staff will manually call.
6. **Repeat Wake-up Daily:** Allows the same wake-up call to be scheduled for consecutive days
7. **Room List:** Choose the room the wake-up call system will call/trigger for.