DOCUMENT FOR SHELTER ADDRESS

This document explains what is shelter address along with how to add and manage one in the Telgoo5 system.

What is Shelter Home?

Shelter Home is a place for people to take **refuge or a temporary arrangement** for them if they are in urgent need or emergency. These shelter homes also serve as government-aided hostels. People who are homeless or vulnerable or are in an emergency situation can approach shelter homes.

- In Telgoo5 system the user can create or view the Shelter Address by navigating to the **Shelter Address (PC30)** in the settings.
- To manage or add a Shelter Address, users must have access to the permissions code which is **Shelter Address (PC30)**
- To add a new Shelter Address, the user can click on the "**Add New Shelter Address Button"** and fill out all the required information.

Information displayed to user:

- The Manage Shelter's address includes the following information:
  - **Name of the facility**
  - **No. of Beds**
  - **Type of Housing**
  - **Dwelling Houses**
  - **Contact Number**
  - **Service Address**
  - **Zip Code**
  - **City**
  - **State**
  - **Status**
  - **Action**

- To search any Shelter Address following information is filled:
  - **State**
  - **Name of the Facility**
  - **Service Address**
  - **Zip Code**
  - **City**

- To add a new Shelter Address the following information is filled:
  - **Name of the Facility**
  - **Number of Beds**
  - **Type of Housing**
  - **Dwelling Houses**
  - **Contact Number**
  - **Service Address**
  - **Service Address 2**
  - **Zip Code**
  - **City**
  - **State**
  - **Status**

- The users can also download the details of all the existing shelter addresses.

Requirement Analysis:

Requirement	The user will be able to manage and Add the "Shelter Address" in the Telgoo5 system.
Pre-Condition	• The user should be logged in with the valid credentials in the Telgoo5 system. • The following permission should be enabled to access the Shelter Address in the Telgoo5 system :– 1) PC Code (PC 30) Shelter Address

<table>
<tr>
<td>User Flow</td>
<td>

The user will land on the home screen of the Telgoo5 system post logging in to the system.
Upon landing, on the top right corner the user will be able to see the following clickable options available: (Refer UI Screen 1)

System Health status
Notification Icon
Call Support
User Profile
Settings Icon

The user will click on the “Settings Icon” displayed on the top right corner of the screen. (Refer UI Screen 1)
Upon clicking, the system will display the following options to the user: (Refer UI Screen 2)

Plan Config (PC232)
User Settings (PC480)
Services (PC233)
Shelter Address (PC30)
System Config (PC234)
Website Config (PC685)
Agent Portal Config (PC735)
Carriers (PC235)
Shipper Settings (PC236)
Service Area (PC237)
Unlock User (PC238)
Payment Gateway (PC239)
Other Settings (PC240)

The user will select the “Shelter Address (PC30)” option: (Refer UI Screen 2)
The user will be taken to the next screen where system will display the following fields to the user (Refer Table 1.0) & (Refer UI Screen 3):

Table 1.0: Showing options on the ‘’Shelter Address (PC30)” screen:
<table>
<tr><th>Field Name</th><th>Description</th><th>Validation</th></tr>
<tr>
<td>Add New Shelter Address</td>
<td>

The user will click on “Add New Shelter Address” button displayed at the top right corner of the screen. (Refer UI Screen 4)
Upon clicking this button, the system will display the following fields in which user will provide inputs. (Refer Table 1.1) & (Refer UI Screen 5)

Table 1.1: Showing Options on the Add New Shelter Address Screen:
<table>
<tr><th>Field Name</th><th>Description</th><th>Field Validation</th></tr>
<tr><td>Name of the Facility</td><td>User will be able to enter the Name of the Facility in this field.</td><td>Type- Text Field
Alpha Numeric Values are accepted.
Special Characters not allowed except ‘#’.
Mandatory Field</td></tr>
<tr><td>Number of Beds</td><td>User will be able to enter the No. of Beds in the shelter in this field.</td><td>Type- Text Field
Only Numeric Values are accepted.
Up to 4 numeric values allowed.
Alphabets not allowed.
Special Characters not allowed
Mandatory Field</td></tr>
<tr><td>Type of</td><td>User will be able to</td><td>Type- Dropdown</td></tr>
</table>
</td>
<td>

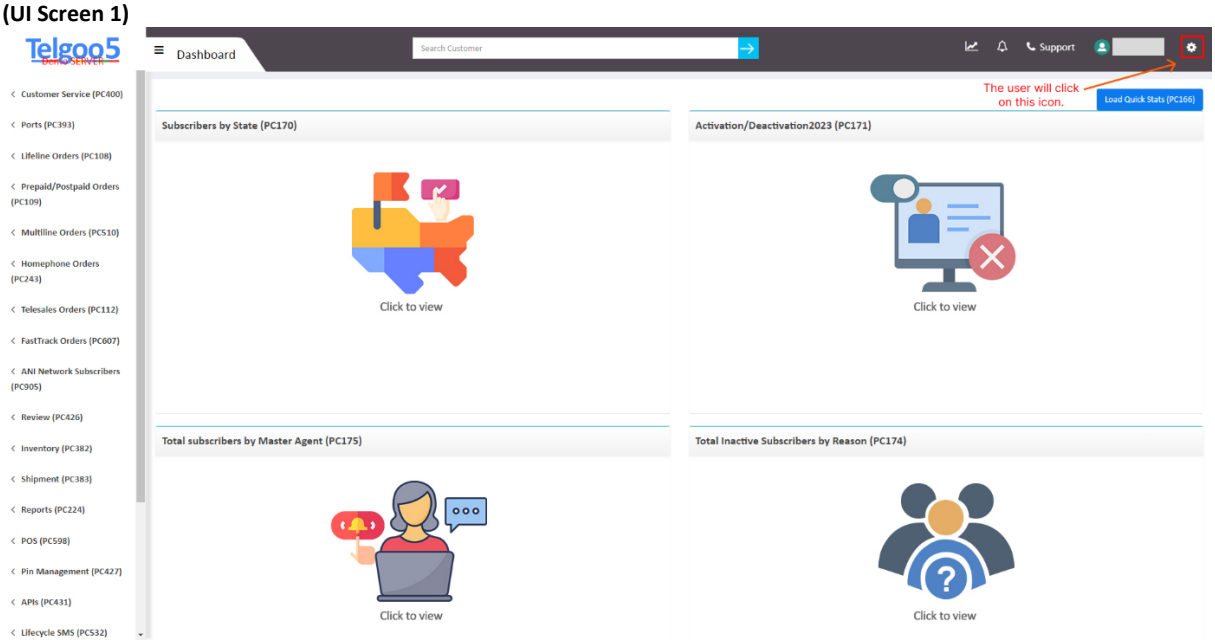
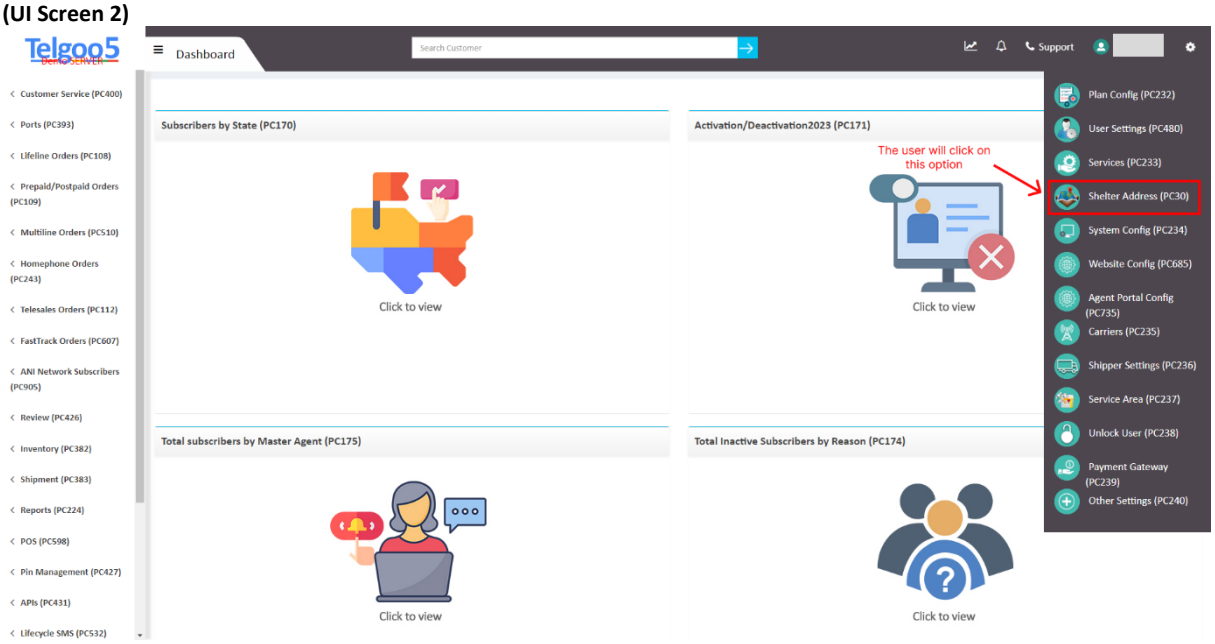
Type – Button
Optional Field

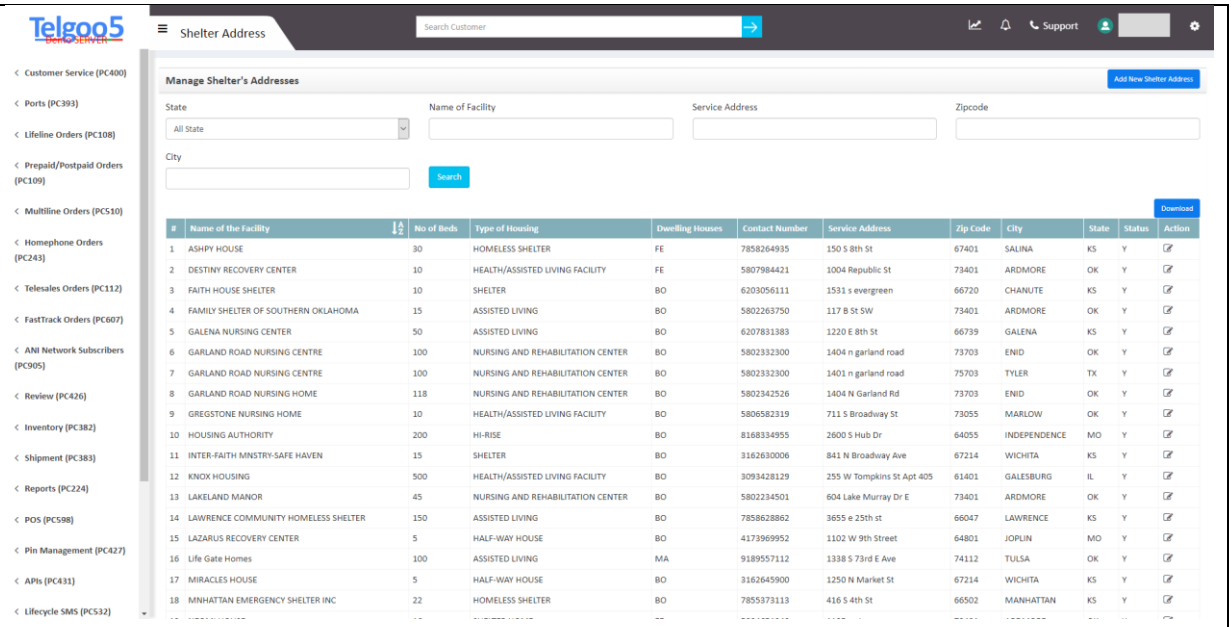
</td>
</tr>
</table>
</td>
</tr>
</table>

		Housing	select the Type of Housing for the Shelter from this dropdown. o Assisted Living o Church o Health/Assisted Living Facility o Nursing and Rehabilitation Centre o Retirement Facility o Senior Living Facility o Other	• Mandatory Field		
		Dwelling Houses	The user will be able to select from the following Radio Buttons: o Male o Female o Both	• Type – Radio Button • Mandatory Field		
		Contact Number	User will be able to enter the Contact Number of the Shelter in this field.	• Type- Text Field • Only Numeric Values are accepted. • Up to 10 numeric values allowed. • Alphabets not allowed. • Special Characters not allowed • Mandatory Field		
		Service Address	User will be able to enter the Service Address of the Shelter in this field.	• Type- Text Field • Alpha Numeric Values are accepted. • Special Characters are allowed • Mandatory Field		
		Service Address 2	User will be able to enter another Service Address of the shelter in this field.	• Type- Text Field • Alpha Numeric Values are accepted. • Special Characters are allowed • Optional Field		
		Zip Code	User will be able to enter the Zip Code of the Shelter in this field.	• Type- Text Field • Numeric Values are accepted. • Special Characters are not allowed • Alphabets not allowed • Mandatory Field		
		City	User will be able to enter the city of the Shelter in this field.	• Type- Text Field • Numeric Values are accepted.		

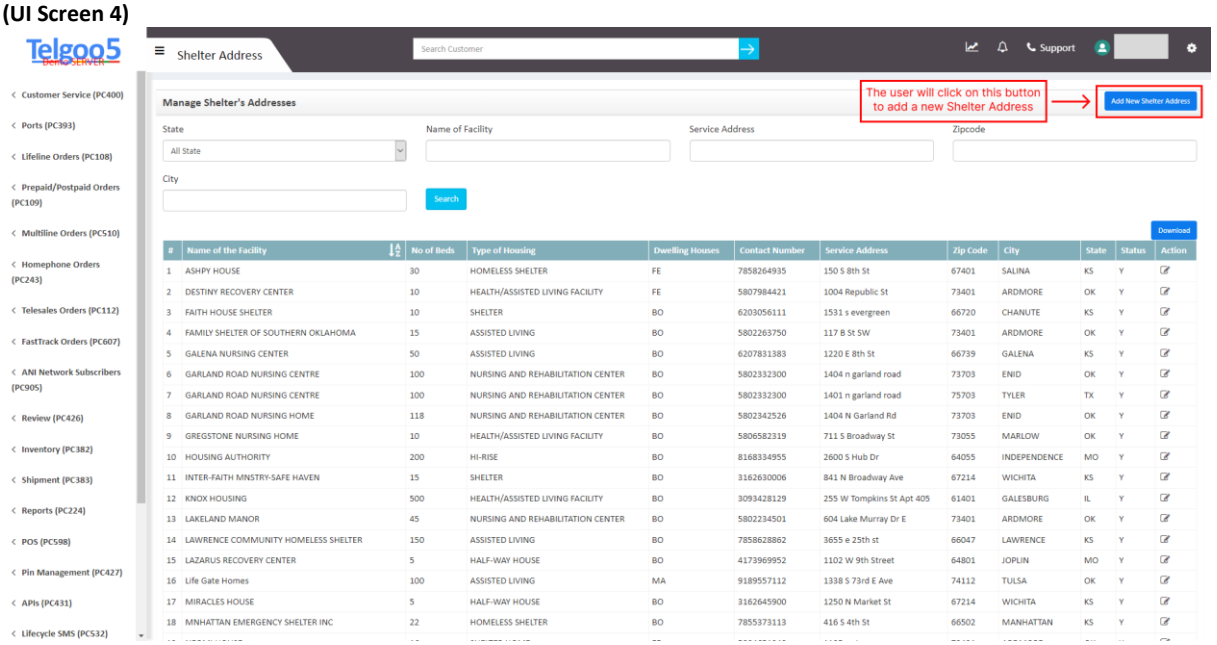
			The field will be automatically populated based on the zip code entered.	• Special Characters are not allowed • Alphabets not allowed • Mandatory Field
		State	User will be able to select the State of the Shelter from this dropdown. The field will be automatically populated based on the zip code entered.	• Type- Dropdown • Mandatory Field
		Status	User will be able to select the Status of the Shelter from this dropdown.	• Type- Dropdown • Mandatory Field
		Close	Upon clicking this button the user will be taken to the previous screen. The details entered by the user will not be saved.	• Type- Button • Optional Field
		Submit	Upon clicking the new shelter address will be added in the system	• Type- Button • Optional Field
	State	• User will be able to select the State of the Shelter from this dropdown.		• Type- Dropdown • Mandatory Field
	Name of the Facility	• User will be able to enter the Name of the Facility in this field.		• Type- Text Field • Alpha Numeric Values are accepted. • Special Characters not allowed except '#'. • Optional Field
	Service Address	• User will be able to enter the Service Address of the Shelter in this field.		• Type- Text Field • Alpha Numeric Values are accepted. • Special Characters are allowed • Optional Field
	Zip Code	• User will be able to enter the Zip Code of the Shelter in this field.		• Type- Text Field • Numeric Values are accepted. • Special Characters are

			not allowed • Alphabets not allowed • Optional Field
	City	• User will be able to enter the City of the Shelter in this field.	• Type- Text Field • Numeric Values are accepted. • Special Characters are not allowed • Alphabets not allowed • Optional Field
	Search	• Upon clicking this button the user will be able to search the specific Shelter Address based on the inputs in the above mentioned fields.	• Type - Button • Optional Field
	Download	• Upon clicking this button the user will be able to download all the existing Shelter Addresses in the CSV file format.	• Type – Button • Optional field
	Edit Option	• Upon clicking the **edit option** under the **"Action" section** the user can also update the information of any existing Shelter Address in the system. (Refer UI Screen 6) • The system will redirect the user to the "**Update Shelter Address"** screen. (Refer UI Screen 7) • The following fields will be displayed: (Refer Table 1.1)	• Type – Button • Optional Field
Post Condition	• The user will be able to add New Shelter Address in the system. • The user will be able to search any existing Shelter Address. • The user will be able to download the details of all the existing Shelter Addresses. • The user will be able to update any existing Shelter Address.		

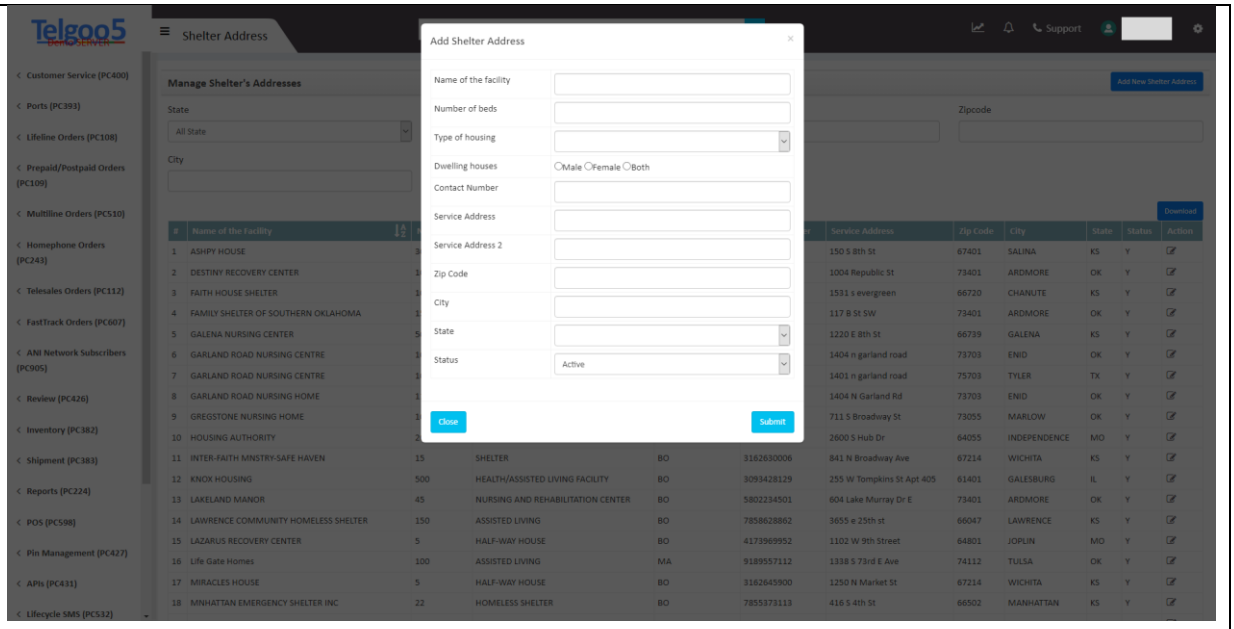
UI Screens	"All the UI screens with instructions will be attached here" **(UI Screen 1)**  **(UI Screen 2)**  **(UI Screen 3)**



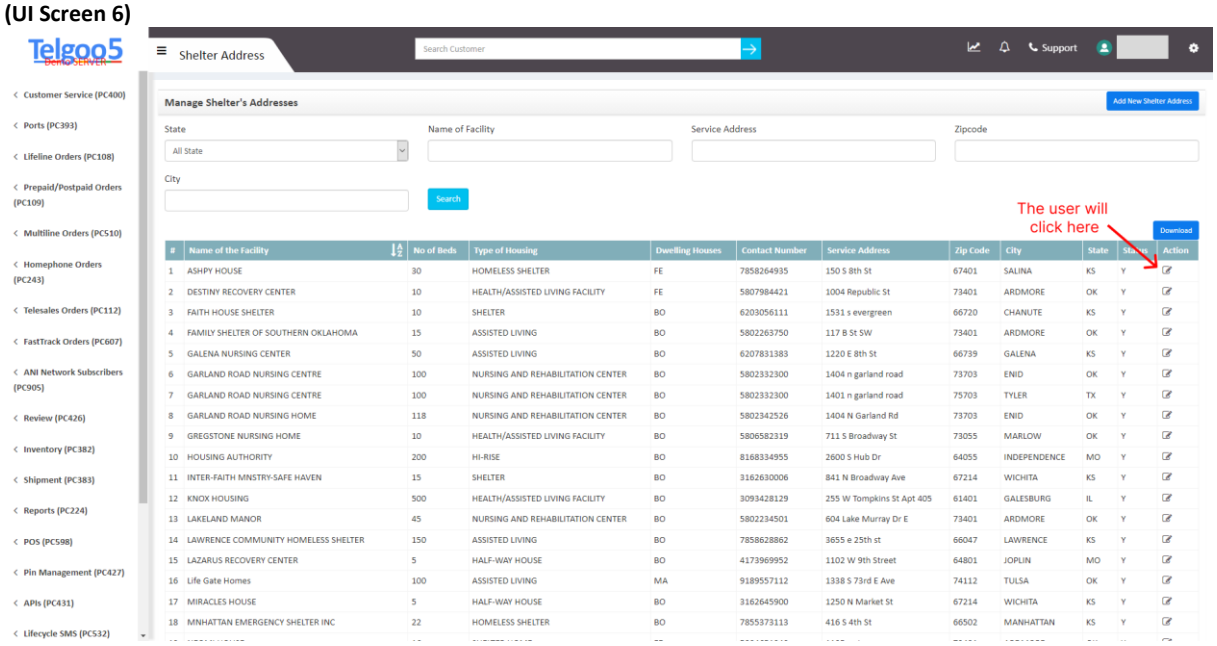
(UI Screen 4)



(UI Screen 5)

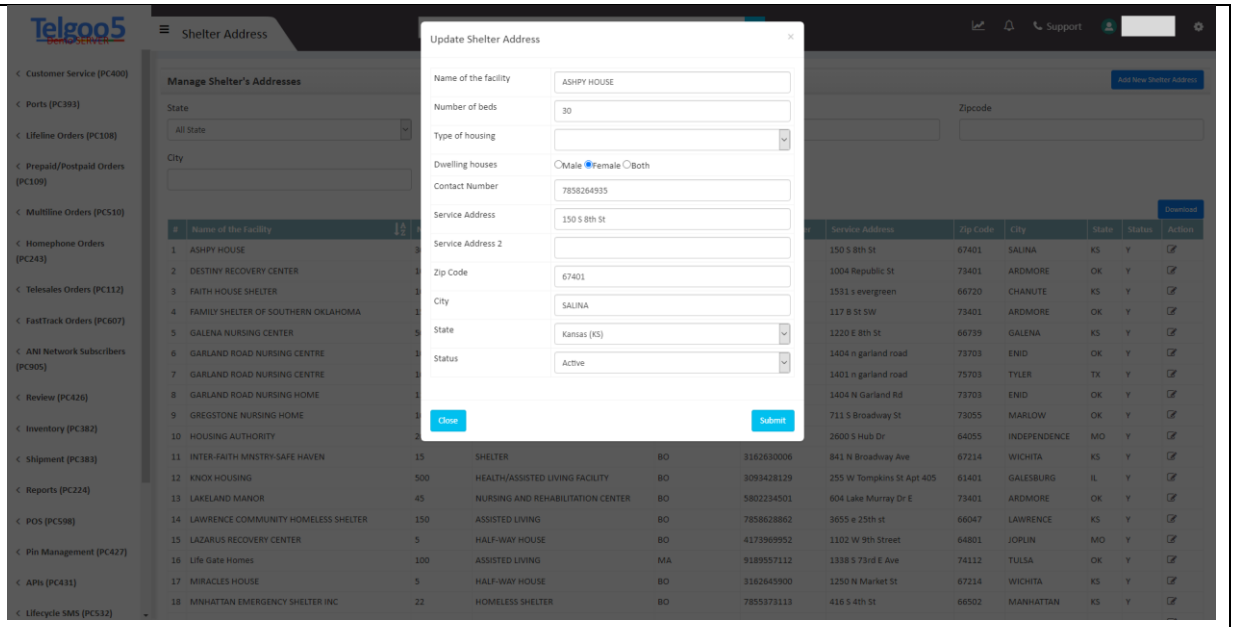


(UI Screen 6)



#	Name of the Facility	No of Beds	Type of Housing	Dwelling Houses	Contact Number	Service Address	Zip Code	City	State	Status	Action
1	ASHPY HOUSE	30	HOMELESS SHELTER	FE	7858264935	150 S 8th St	67401	SALINA	KS	Y	
2	DESTINY RECOVERY CENTER	10	HEALTH/ASSISTED LIVING FACILITY	FE	5807984421	1004 Republic St	73401	ARDMORE	OK	Y	
3	FAITH HOUSE SHELTER	10	SHELTER	BO	6203056111	1531 s evergreen	66720	CHANUTE	KS	Y	
4	FAMILY SHELTER OF SOUTHERN OKLAHOMA	15	ASSISTED LIVING	BO	5802263750	117 B St SW	73401	ARDMORE	OK	Y	
5	GALENA NURSING CENTER	50	ASSISTED LIVING	BO	6207831383	1220 E 8th St	66739	GALENA	KS	Y	
6	GARLAND ROAD NURSING CENTRE	100	NURSING AND REHABILITATION CENTER	BO	5802332300	1404 n garland road	73703	ENID	OK	Y	
7	GARLAND ROAD NURSING CENTRE	100	NURSING AND REHABILITATION CENTER	BO	5802332300	1401 n garland road	75703	TYLER	TX	Y	
8	GARLAND ROAD NURSING HOME	118	NURSING AND REHABILITATION CENTER	BO	5802342526	1404 N Garland Rd	73703	ENID	OK	Y	
9	GREGSTONE NURSING HOME	10	HEALTH/ASSISTED LIVING FACILITY	BO	5806582319	711 S Broadway St	73055	MARLOW	OK	Y	
10	HOUSING AUTHORITY	200	HI-RISE	BO	8168334955	2600 S Hub Dr	64055	INDEPENDENCE	MO	Y	
11	INTER-FAITH MNSTRY-SAFE HAVEN	15	SHELTER	BO	3162630006	841 N Broadway Ave	67214	WICHITA	KS	Y	
12	KNOX HOUSING	500	HEALTH/ASSISTED LIVING FACILITY	BO	3093428129	255 W Tompkins St Apt 405	61401	GALESBURG	IL	Y	
13	LAKELAND MANOR	45	NURSING AND REHABILITATION CENTER	BO	5802234501	604 Lake Murray Dr E	73401	ARDMORE	OK	Y	
14	LAWRENCE COMMUNITY HOMELESS SHELTER	150	ASSISTED LIVING	BO	7858628862	3655 e 25th st	66047	LAWRENCE	KS	Y	
15	LAZARUS RECOVERY CENTER	5	HALF-WAY HOUSE	BO	4173969952	1102 W 9th Street	64801	JOPLIN	MO	Y	
16	Life Gate Homes	100	ASSISTED LIVING	MA	9189557112	1338 S 73rd E Ave	74112	TULSA	OK	Y	
17	MIRACLES HOUSE	5	HALF-WAY HOUSE	BO	3162645900	1250 N Market St	67214	WICHITA	KS	Y	
18	MNHATTAN EMERGENCY SHELTER INC	22	HOMELESS SHELTER	BO	7855373113	416 S 4th St	66502	MANHATTAN	KS	Y	

(UI Screen 7)


Telgoo5
Shelter Address
Support
Customer Service (PC400)
Ports (PC393)
Lifeline Orders (PC108)
Prepaid/Postpaid Orders (PC109)
Multiline Orders (PC510)
Homephone Orders (PC243)
Telesales Orders (PC112)
FastTrack Orders (PC607)
ANI Network Subscribers (PC905)
Review (PC426)
Inventory (PC382)
Shipment (PC383)
Reports (PC224)
POS (PC598)
Pin Management (PC427)
APIs (PC431)
Lifecycle SMS (PC512)
Manage Shelter's Addresses
State
All State
City
Zipcode
Add New Shelter Address
Download
Update Shelter Address
Name of the facility
ASHPY HOUSE
Number of beds
30
Type of housing
Dwelling houses
Male Female Both
Contact Number
7858264935
Service Address
150 S 8th St
Service Address 2
Zip Code
67401
City
SALINA
State
Kansas (KS)
Status
Active
Close
Submit
Name of the Facility Service Address Zip Code City State Status Action
1 ASHPY HOUSE 150 S 8th St 67401 SALINA KS Y
2 DESTINY RECOVERY CENTER 1004 Republic St 73401 ARDMORE OK Y
3 FAITH HOUSE SHELTER 1531 s evergreen 66720 CHANUTE KS Y
4 FAMILY SHELTER OF SOUTHERN OKLAHOMA 117 B St SW 73401 ARDMORE OK Y
5 GALENA NURSING CENTER 1220 E 8th St 66739 GALENA KS Y
6 GARLAND ROAD NURSING CENTRE 1404 n garland road 73703 ENID OK Y
7 GARLAND ROAD NURSING CENTRE 1401 n garland road 75703 TYLER TX Y
8 GARLAND ROAD NURSING HOME 1404 N Garland Rd 73703 ENID OK Y
9 GREGSTONE NURSING HOME 711 S Broadway St 73055 MARLOW OK Y
10 HOUSING AUTHORITY 2600 S Hub Dr 64055 INDEPENDENCE MO Y
11 INTER-FAITH MNSTRY-SAFE HAVEN 15 SHELTER BO 3162630006 841 N Broadway Ave 67214 WICHITA KS Y
12 KNOX HOUSING 500 HEALTH/ASSISTED LIVING FACILITY BO 3093428129 255 W Tompkins St Apt 405 61401 GALESBURG IL Y
13 LAKELAND MANOR 45 NURSING AND REHABILITATION CENTER BO 5802234501 604 Lake Murray Dr E 73401 ARDMORE OK Y
14 LAWRENCE COMMUNITY HOMELESS SHELTER 150 ASSISTED LIVING BO 7858628862 3655 e 25th st 66047 LAWRENCE KS Y
15 LAZARUS RECOVERY CENTER 5 HALF-WAY HOUSE BO 4173969952 1102 W 9th Street 64801 JOPLIN MO Y
16 Life Gate Homes 100 ASSISTED LIVING MA 9189557112 1338 S 73rd E Ave 74112 TULSA OK Y
17 MIRACLES HOUSE 5 HALF-WAY HOUSE BO 3162645900 1250 N Market St 67214 WICHITA KS Y
18 MNHATTAN EMERGENCY SHELTER INC 22 HOMELESS SHELTER BO 7855373113 416 S 4th St 66502 MANHATTAN KS Y