

# LIMSOC USER GUIDE

2024/2025 Season Update



#### SIGNING ON YOUR PATROL

	LIMSOC	
	Sign in using your SLSA Member account	
	Username	
0	Password	
	Sign in	
	Jignin	
	Having trouble signing in?	
	Arcses to this system is logged and monitored	
	· · · · · · · · · · · · · · · · · · ·	
	0	
	Surf Life Saving Queensland   Privacy   Terms of Use	

- 1. Sign into LIMSOC on your PC web browser, iPad or mobile.
- 2. Enter your SLS Members Portal username and password
- 3. Click 'sign in'

Remember: You must use the SLSQ version of LIMSOC. This can be found at: slsq.limsoc.com.au

A Home	Allo, John Citizen	G What's new?
Patrols		
🕒 First aids	Select Patrol Service	
😂 Water Safety Logs		
😯 Help & support	Port Douglas PORV. Signed Off	
Have feedback?		
	Rainbow Bay RBBV Signed On	Solution
	LARY 2 LANU22 Signed On Unsmanned Aerial Vehicle	
Surf Life Saving Queensland		

- Select the module you wish to update:
  - Manage my patrol
  - Sign on training
  - Record a rescue
  - New minor first aid



		0	
<ul> <li>Hame</li> <li>Patrols</li> <li>Rescues</li> <li>IFirst aids</li> </ul>	Port Douglas ► Currently Signed Off 2r: Not currently training		
<ul> <li>Water Safety Logs</li> <li>Help &amp; support</li> <li>Have feedback?</li> </ul>	Sign on patrol >		
	•		
	You are signed off patrol Sign on your patrol as soon as you are rescue ready. You can keep your patrol status up to date via LIMSOC throughout your patrol.		
John Citizen Surf Life Saving Queensland			

 Select manage my patrol, then click 'Sign on Patrol'



- Enter the following patrol information:
  - $\circ \quad \text{Patrol strength} \\$
  - Beach status
  - Powercraft status
- At this point you need to select your Rostered patrol.

Since this is a direct request to Surfguard, there can be a delay – Please be patient.

Roster Team Select the team for this patrol	Teams must be added to the roster in Surfguard to appear here.
	Group 5 No Roster



⊨ ымѕос		Num Partial Surveillance	4
👚 Home			
🃁 Patrols	Reach Status		
Rescues	Your beach status is shared in real-time with	Closed Conducting Stinger Drag	
First aids	Emergency services and beachsale		
Mater Safety Logs	2		
Help & support	Do you have any powercraft available to respond?	Operational Standby Not Operational	
Have feedback?			
	Primary Contact	Radio Channel Mobile Number Landline Number None	
	Primary contact details for this unit		
		35	
	Secondary Contact		
	Secondary contact details for this unit	Radio Channel Mobile Number Landline Number None	
		0444 444 444	
	Notes	Nigper carnival on today - 100 members to our south	
		G	
loha Citizan	Cancel	Sign on and c	ontinue
Surf Life Saving Queensland		-	

- Enter the following patrol information BEFORE clicking 'sign on and continue'
  - Primary contact
  - Secondary contact (mobile)
  - $\circ \quad \text{Any notes} \quad$

						Ą
<ul> <li>Home</li> <li>Patrols</li> <li>Rescues</li> </ul>	Sign on patrol Port Douglas (PORV)					
First aids     Water Safety Logs	Sign On Patrol		2 Enter Patrol Statistics			
	Attendance Stats	Please Swimmers E	enter your patrolling stats.			
	Enter Attendance statistics for Sign On	- Ent	er a number	+	+10	
		Swimmers 0	Dutside Flags (200m either side)			
		- Ent	200m either side	+	+10	
		- Ent	er a number	+	+10	
		One Beach	200m either side)			
		- Ent	er a number	+	+10	
John Citizen						
		Museline of	Nine			

• At this point your patrol is now signed on. Complete the sign on statistics.



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<ul> <li>☆ Home</li> <li>Patrols</li> <li>⊘ Rescues</li> <li>(□) First aids</li> </ul>	Port D	OUGIAS igned On all trol	≛r Not	t currently training					
Water Safety Logs	Beach Atte	indance		First aids		Rescues		Preventive Actions	
Have feedback?	0		10	0	<b>†</b> 0	0	10	0	10
		Keep your live be emergency servic Conduct Stinger Record a stinger di	ach statu: es Drag rag and fl	s up to date with Surfcom ag beach status	and			Open No Current Drag	>
		Conduct Stinger	Drag	an beach status				No Current Drag	>
	٨	Current Powercr	aft Statu wailable?	15				Operational	>
		Contacts and Pa Contacts, current a	trol Strei wards an	ngth d strength of your patrol				Full Patrol	>
		Enter Patrol Sta Attendance and c	itistics other time	e based stats				All Completed	>
	*2:	Update patrol te Manage members	am on this p	atrol				No Members Logged	>
John Citizen	1	Sign Off Patrol							>

 You can now start adding patrol members by selecting 'update patrol team'

<ul> <li>Home</li> <li>Return to dispetch</li> <li>Field View</li> <li>Parols</li> <li>Recores</li> <li>Marce Safety Logs</li> <li>Vater Safety Logs</li> <l< th=""><th></th><th></th><th>Q</th></l<></ul>			Q
> Marcials       Avaral Requirements         C Rescues       A compiled list of all signed on member awards. Automatically updated when more members are signed on.         C First aids       State 0 Signed On         Marce 0 Signed On       EAC 0 Signed On         Filter Members Balow       Filter Members Balow         Current Team: Group S       Filter Rosters         Filter Rosters       Filter Awards         1 selected       O selected         O selected       O         Marce 1880       State 0 S	<ul> <li>Home</li> <li>Return to dispatch</li> <li>Field View</li> </ul>	Update Beach Patrol Team Port Douglas (PORV)	Back To Beach Patrol Add Team Member
Status     Status </th <th>Patrols     Rescues</th> <th>Award Requirements A compiled list of all signed on member awards. Automatically updated when more member</th> <th>rs are signed on.</th>	Patrols     Rescues	Award Requirements A compiled list of all signed on member awards. Automatically updated when more member	rs are signed on.
Filter Members Below         Current Team: Group 5         Filter Rosters       Filter Awards         1 selected       0         Brian Markham       0 0000 - 1800         Group 5       MK RBC (FBB) SMPC FA         Image: Selected       Image: Selected	Water Safety Logs     Have feedback?	SMC U Signed On BM U Signed On IRBC U Signed On SMPC 0 Signed On FA 0 Signed On GI 0 Signed On	IRBD U Signed On ARI U Signed On
1 selected       0         0 selected       0         Rostered (6)          Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 0000 - 18:00       Image: Stan Markham © 0000 - 18:00         Image: Stan Markham © 00000 - 18:00		Filter Members Below Current Team: Group 5 Filter Awards Filter Awards	
Bit Markham ① 0200 - 1800              £ • Add            Group 5         BM. RBC, IRBD, SMPC, IA              £ • Add            ØW         Jemma Wark ① 9900 - 1800              £ • Add            ØW         Jemma Wark ① 9900 - 1800              £ • Add            ØW         Jemma Wark ① 9900 - 1800              £ • Add            ØW         Jemma Wark ① 0900 - 1800              £ • Add            ØW         Jemma Wark ① 0900 - 1800              £ • Add            ØW         Jemma Wark ① 0000 - 1800              £ • Add		1 selected         0         0 selected           Rostered (6)         0         0	۰ ]
Image: With Control of the second s		Brian Markham () 09:00 - 18:00 Group 5 BM, IRBC JRBD, SMPC FA	💄 Add
Group S BM, IRBC, IRBD, FA		Jemma Wark         0 99:00 - 18:00           Group 5         BM. IR8C FA           Alastair Spence         0 99:00 - 18:00	L Add
Nicole Harty         0 9:00         18:00         4:4         Add           Group 5         BM. IR8C, FA         4:4		Group 5 BM. IRSC, IRBD, FA  Nicole Harty () 09:00 – 18:00 Group 5 BM. IRSC, FA	<b>≗</b> + Add
SISQ System Administrator Soft Life Swing Command	SLSQ System Administrator Surf Life Saving Queensland	B Jayden Bhimji (0 09:00 - 18:00 Group 5 SRC	<b>≜</b> + Add

- The names of the people for the day's roster will appear in a list at the top These can be filtered per roster.
- To add an individual from this list, click on the 'add' button and they will appear with the details





 Clicking add will show a quick summary of major awards – You no longer need to select a role on patrol.



- To add an additional member , click add member. Select "search all" for members not in your club.
- If a member fills in for another member, you can add them as a Substitute. Select "Substitute" then find the rostered member in the dropdown who the member is substituting for.

# Members can only substitute for Surfguard rostered members.

Rostered	Voluntary	Excused	Make-Up	No-Show	Substitute
Select the Men	nber you are sub	situting for			
Enter Search	Terms				\$
🗸 Brian Ma	irkham - Patrol (	Captain			
✓ Brian Ma Jemma V	<mark>irkham - Patrol (</mark> Vark - IRB Crew	Captain			
✓ Brian Ma Jemma V Alastair S	<mark>irkham - Patrol (</mark> Vark - IRB Crew Spence - IRB Crev	Captain v			
✓ Brian Ma Jemma V Alastair S Nicole H	<mark>urkham - Patrol C</mark> Vark - IRB Crew Spence - IRB Crew arty - IRB Crew	Captain v			

# **NO-SHOW/EXCUSED**



- To edit a member click the three dots at the end of the line
- No Show and Excused are quick options
- Edit allows full changes including changing patrol times
- Delete allows you to remove an incorrect or duplicated entry

Signed On (1)	~
CL Calan Lovitt 🔓 🏩 🕔 13:30 ~: Group 5 BM, IRBC, IRBD, ART, SMPC, FA, GI	Sign Off Now
Signed Off (0)	🖉 Edit
	🗑 Delete
No members are signed off!	2, No-Show
	🞗 Excused
No-Show / Excused (0)	×
No members are under these patrol types!	

## **Changing Shift**



Note: Units must be signed off between shifts, this allows the incoming shift to fill out contact details and allows attendance data to flow into Surfguard cleanly.

🖌 Home	Port Douglas						
Patrols	Currently Signed On	al 🎥 Not current	tly training				
Rescues	Today's patrol						
First aids	and an element	5.0					
S Water Safety Logs	0	to 0	aids 🕇 0	0	10	0	10
Help & support							
Have feedback?	Update patrol						
	Current Be Keep your In emergency s	ach Status re beach status up to c ervices	date with Surfcom and			Open	>
	Conduct Stin Record a sting	nger Drag Ier drag and flag beac	h status			No Current Drag	>
	Current Pow Is any power	ercraft Status raft available?				Operational	>
	Contacts an Contacts, curr	d Patrol Strength ent awards and streng	th of your patrol			Full Patrol	>
	Enter Patro Attendance	I Statistics and other time based s	stats			All Completed	>
	Update patr Manage mem	ol team bers on this patrol				4 - Signed On	>
	Sign Off Pa	trol	al remember to sign off				>

- Ensure Statistics for your patrol are up to date
- Tap "Sign Off Patrol"

📔 ымзос		( <del>Q</del>	
<ul> <li>Mome</li> <li>Patrols</li> <li>Rescues</li> <li>Ifirst aids</li> </ul>	Patrol Sign Off           Port Dougles (PGRV)           16 Sep 2022 (17:10 to)		
🐱 Water Safety Logs	Update statistics 2 Confirm patrol log 3 Sign off		
Have feedback?	C Alana Gregory D binked to SG 👗 SRC Member 💿 Awards 💿 Start 09:00 💿 Fetals 17:15		
	Michael Belt ① Unived to SG 🎄 Patrol Captain 🚯 Awards 🚯 Start 09:00 🚯 Felsih 17:15		
	Carle Kolliver           Carle Kolliver         Insert to Sig         Insert Crew         Awards         Start 0900         Feeth 17:15               Addt                Start 0900         Feeth 17:15 <td <td<="" td=""><td></td></td>	<td></td>	
	Marine Theiler         Initial to SG         & Brouze Member <ul></ul>		
	Back Add team member Com	inue	
	Show Sarfgaad Rotter		
John Citizen Surf Life Saving Queensland			

- To sign off at the current time tap "Sign Off Now" Otherwise tap "Edit" and set an end time for the member's patrol.
- These times can be adjusted at this point, however future adjustments can be made by your admin in Surfguard.
- Note: Sign off statistics can be left blank at shift change as the follow patrol will be completing sign on stats momentarily.

## SIGNING OFF YOUR PATROL



<ul><li>Home</li><li>Patrols</li><li>Rescues</li></ul>	Port Dou Currently Sign Today's patrol	uglas edOn al ≛rNo	t currently training					
<ul> <li>First aids</li> <li>Water Safe</li> <li>Help &amp; sup</li> </ul>	ty Logs Beach Attend port O	ance ↑ 0	First aids O	<b>↑</b> 0	Rescues O	<b>↑</b> 0	Preventive Actions 0	<b>↑</b> 0
	Update patrol	rrent Beach Status						
	Ke en	ep your live beach statu hergency services induct Stinger Drag	is up to date with Surfcom	and			Open No Current Drag	>
	Rec Cur Is at	ord a stinger drag and f rrent Powercraft Statu vy powercraft available?	lag beach status				Operational	>
	Con	ntacts and Patrol Stre tacts, current awards ar	ngth id strength of your patrol				Full Patrol	>
	En At	ter Patrol Statistics tendance and other tim	e based stats				All Completed	>
	Aar Voor Maar	date patrol team nage members on this p	atrol				4 - Signed On	>
	Si Si	gn Off Patrol		000641				>

- Confirm all timed statistics have been completed.
- Click "Sign off patrol"

📁 LIMSOC			\$		
🔗 Home	Patrol Sign Off				
🍽 Patrols	Port Douglas (PORV) 16 Sep 2022 (17:10 to:)				
Rescues					
First aids	1 Update statistics	2 Confirm patrol log 3 Sign off			
Help & support					
Have feedback?	Attendance Stats	Swimmers Between Flags			
	Enter Attendance statistics for Sign On - Sign Off	- Enter a number + +10			
		Swimmers Outside Flags (200m either side)			
		– Enter a number + +10			
		Craft Users (200m either side			
		- Enter a number + +10			
		One Beach (200m either side)			
		- Enter a number + +10			
	First Aid Stats Enter First Aid statistics for Sign On - Sign Off	If you have entered a first aid log or IRL, do not include it in this count. This field, first aid logs and IRLs are tallied to create your clubs total first aid statistics.			
		Examples include: • Providing reassurance to a person exiting the surf			
		<ul> <li>Community engagement of a medical nature that was not significant enough to be recorded in a first aid log (discussing a sore shoulder with a member of public who got dumped but membra and the head head head head head head head he</li></ul>			
		<ul> <li>required no further aid)</li> <li>Minor medical actions taken to reassure a pt that not significant enough to be recorded in a first aid log (providing a band aid to a child what scratched themselves as a form of reassurance)</li> </ul>			
John Citizen Surf Life Saving Queensland		Minus Flash Alda			

• Enter your sign-off statistics



	LIMSOC		4
😤 н 🖿 р	ome	Patrol Sign Off	
Ø R	escues 1	ort Douglas (PORV) 5 Sep 2022 (17:10 to;)	
26 W	/ater Safety Logs	Update statistics	
<b>1</b>	lave feedback?	Alana Gregory         Image: Second Seco	
		Charles de la las internantes en annuals en annual	
		Carle Kellher ① Linked to 50 👗 88 Crew ① Awards ③ Start (500 ④ Firsh 17:15	
		Marine Theiller           Marine Theiller           ① Linked to 50 🍰 Bronze Member         ③ Awards         ⑤ Start 0900         ⑥ Finish 17:15         If Exiden         If exiden	
		Back Add team member Continu	
	1	Show Sartguard Roser	
<b>S</b>	John Citizen Surf Life Saving Queensland		

- Confirm their start time and patrol type Note: you can add and edit as required.
- Once completed, tap continue Note: All members will be signed off if the service is.

<ul> <li>in Home</li> <li>in Patrols</li> <li>in Rescues</li> </ul>	Patrol Sign Off Port Douglas (PORV) 16 Sep 2022 (17:10 to:)			
ID     First aids       Mater Safety Logs       Help & support	Update statistics	Confirm patrol log	3 Sign off	
Have feedback?	Sign Off Notes	Add any notes for Surfcom here.		
	Notes for Next Patrol	These notes will also be available for ne	d patrol.	
	Back		Cancel	nplete sign off
John Citizen				

- Enter any notes as required
- Tap complete sign off

#### **ADVICE FOR ADMINS**



#### ACCESS

Members will need to be granted access to LIMSOC via the club portal: <u>SLSQ (lifesaving.com.au)</u>

Note: Members who had previously been given access via their officer role (Captain, President, Secretary) and have moved on from that role will need to be manually added again.

#### **PAPERLESS PATROLS**

LIMSOC will attempt to push the roster details into Surfguard at the conclusion of the patrol. This will be confirmed in a daily email with the outcomes listed.

- Manual Entry Required: Integration was not attempted
- Verify: Integration was attempted, but was not confirmed
- Successful: Integration was successful, Surfguard confirmed.
- Error: Surfguard has rejected the log

Admins should review these emails and act as required. As the integration improves, trust will increase with Surfguard.

If you have any questions, email them to limsoc@lifesaving.com.au