

# Database Austin

## Brzi početak: upravitelji skloništa

### Upravljanje skloništima otvorenog koda



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## Dobrodošli!

Dobrodošli u Open Source Shelter Manager (OSSM). Nadamo se da će vam ovaj program pomoći u upravljanju podacima vašeg skloništa dok obavljate vitalni zadatak pomaganja izbjeglicama.

Ovaj će vodič pomoći upraviteljima skloništa da brzo počnu upravljati izbjeglicama pomoću OSSM-a.

Ako trebate sve pojedinosti o programu OSSM Shelter Manager, posjetite korisničke vodiče na <https://www.dbaustin.com/blog/refugee-shelter-manager/users-guide/>

## Početak rada

Za korištenje OSSM-a obratite se svom administratoru sustava. Oni će vam pružiti:

- korisničko ime i lozinka (oni će također konfigurirati kojim skloništima možete pristupiti) • web adresa OSSM aplikacije

Kao upravitelj skloništa, možete upravljati evidencijom izbjeglica, dodjeljivati sobe, generirati popise i bilježiti dnevne aktivnosti svojih skloništa.



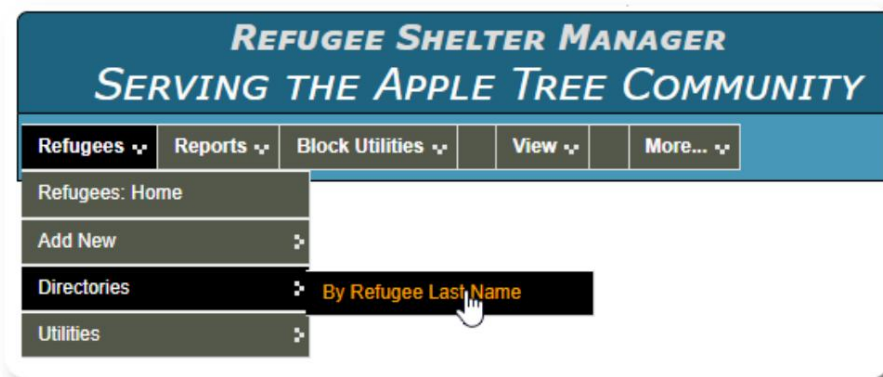
Nakon prijave prvo odaberete sklonište s kojim želite surađivati.

Ako ustanovite da trebate raditi s drugim skloništem, idite na karticu Pogled i odaberite drugo sklonište.

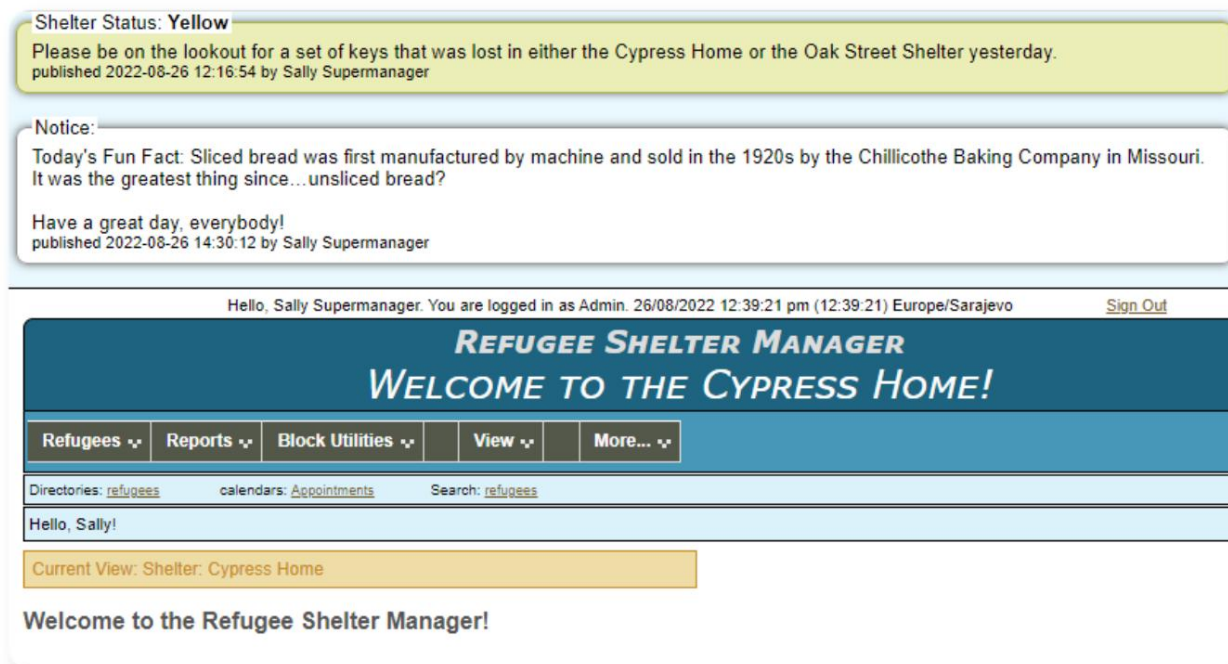


## Kretanje oko

Možete se brzo kretati pomoću padajućih veza pri vrhu OSSM zaslona.



Vaš administrator skloništa može objaviti upozorenja i obavijesti koje će se pojaviti na vrhu svakog zaslona.



## Zapis o izbjeglicama

Evidencija o izbjeglicama omogućuje vam pregled i upravljanje mnogim aspektima boravka izbjeglice u vašoj organizaciji.

Zapis je organiziran u različite kartice.

Za proširenje odjeljka kliknite ikonu.



Većina ovih odjeljaka je



jednostavna. Posjetite glavni korisnički priručnik za detalje o svakom odjeljku.

### REFUGEE RECORD [Edit refugee record](#)



---

**Client ID:** 000001  
**Name:** Andrew A. Adams (Male)  
**Enrollment Date:** 01/07/2022  
**Gender:** Male  
**Language (primary):** Belarusian  
**Language (secondary):** Russian  
**Birth Date:** 1/7/1974 (48 years old)  
**Address:** 2345 Nasturtium Budding Beans, BY-HM BY  
**Email:**  
**Phone:**  
**Attributed To:** Director  
**Bio:** You can add notes here.



---

  SHELTER STAYS (9 STAYS) **CURRENT GUEST** (APPLE TREE SHELTER / #01-202)



---

  HOUSEHOLD [View Household](#)



---

  RELATIONSHIPS (4) [Add new relationship](#)



---

  APPOINTMENTS (SHOWING 2 OF 2) [Add appointment](#) [View all](#)



---

  SHELTER SERVICES [Add services](#)



---

  JOURNAL/LOG (SHOWING 5 OF 6) [Add journal entry](#)



---

  CASE MANAGERS (1)



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  CASE MANAGER LOGS (1)



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  PROFESSIONAL CONTACTS (3)



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  PROFESSIONAL CONTACT LOGS (2)



---

  INCIDENT REPORTS (4) [Add incident report](#)



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  PERSONALIZED TABLES (3)



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  GROUP MEMBERSHIP (3)



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  IMAGES (1) [Add new image](#) [View all images](#)

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  DOCUMENTS (1) [Add new pdf](#) [View all pdfs](#)

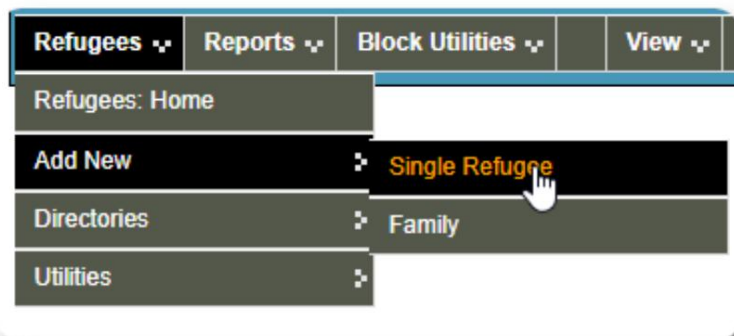
---

  RECORD INFORMATION

## Dodavanje novog izbjeglice

### Samac izbjeglica

Upravitelji skloništa mogu dodati nove izbjeglice. Kada dodajete novog izbjeglicu, dajete osnovne podatke. Pojednostima o boravku izbjeglice, odnosima, uslugama itd. zatim se upravlja iz evidencije izbjeglica.



#### ADD NEW REFUGEE

clientID: *new*

Refugee First Name\*:

Refugee Middle Name:

Refugee Last Name:

Birthdate\*:  date format: dd/mm/yyyy

Date entered in program\*:  date format: dd/mm/yyyy

Gender\*:  Male  Female  Non-Binary  Unknown

Language (primary):

Language (secondary):

Refugee Bio:

Address 1:

Address 2:

City:

Country\*:

State/Province\*:

Zip/Postal Code:

Email:

Phone:

Cell:

Attributed To:

[Add Refugee](#)

Nakon što je evidencija spremljena, bit ćete vraćeni u evidenciju izbjeglica. Odavde možete dodati boravak u skloništu, sastanke, unose u dnevnik itd.

Refugees | Refugee Record

The client record was added

REFUGEE RECORD [Edit refugee record](#)

Client ID: 000013  
 Name: Aiyla Z. Yilmaz (Female)  
 Enrollment Date: 04/08/2022  
 Gender: Female  
 Language (primary): Turkish  
 Language (secondary): English  
 Birth Date: 18/8/1976 (46 years old)  
 Address: 800 W. Ave  
 Adana, TR-01 TR  
 Email: [Aiyla@test.com](mailto:Aiyla@test.com)  
 Phone: +90 555-123456 (cell)  
 Attributed To: Walk-in  
 Bio:

SHELTER STAYS (0 STAYS)

HOUSEHOLD [View Household](#)

RELATIONSHIPS (0) [Add new relationship](#)

APPOINTMENTS (SHOWING 0 OF 0) [Add appointment](#) [View all](#)

## Dodajte izbjegličku obitelj

Istodobno možete dodati i izbjegličku obitelj.

Prvo odredite broj članova obitelji:

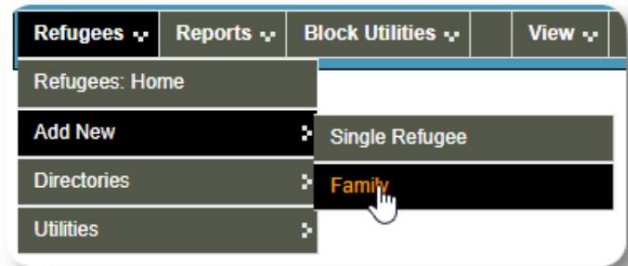
Refugees | Add New Refugee Family

### ADD NEW REFUGEE FAMILY

Number of Family Members\*:

[Next =>](#)

Sada možete dodati sve podatke o članovima obitelji. The prvi unos bit će glava kućanstva



### ADD NEW REFUGEE FAMILY

Head of Household

First Name\*:

Middle Name\*:

Last Name\*:

Birthdate\*:  date format: mm/dd/yyyy

Gender\*:  Male  Female  Non-Binary  Unknown

Family Member 2

First Name\*:

Middle Name\*:

Last Name\*:

Birthdate\*:  date format: mm/dd/yyyy

Gender\*:  Male  Female  Non-Binary  Unknown

Family Member 3

First Name\*:

Middle Name\*:

Last Name\*:

Birthdate\*:  date format: mm/dd/yyyy

Gender\*:  Male  Female  Non-Binary  Unknown

Date entered in program\*:  date format: mm/dd/yyyy

Language (primary):

Language (secondary):

Refugee Bio:

Refugees | Record | Relationships

The refugee family was added.

### FAMILY RELATIONSHIPS: THE PAPA JONES HOUSEHOLD

PAPA JONES (REFUGEEID: 000035)

Papa Jones	is	Father	to	Baby Dumpling Jones
Papa Jones	is	Husband	to	Mama Jones

BABY DUMPLING JONES (REFUGEEID: 000037)

Baby Dumpling Jones	is	Daughter	to	Papa Jones
Baby Dumpling Jones	is	Daughter	to	Mama Jones

MAMA JONES (REFUGEEID: 000036)

Mama Jones	is	Wife	to	Papa Jones
Mama Jones	is	Mother	to	Baby Dumpling Jones

[Save Relationships](#)

Sada možete dodati sve obiteljske odnose nakon dodavanja evidencije obitelji izbjeglica.

## Upravljanje boravcima izbjeglica

Boravak u prihvatilištu vodi se iz evidencije izbjeglica. Možeš:

- dodajte novi boravak
- premjestite trenutnog stanara u novu sobu ili novo sklonište
- odjavite trenutnog stanara
- dodajte povijesni boravak (boravak za izbjeglicu koji je ostao i odjavio se u nekom trenutku u prošlosti)

**SHELTER STAYS (0 STAYS)**

Add new stay:

No stays

Add historical stay:

*Utility to add past stays for this refugee*

## Prijava izbjeglice

Prijavimo novog izbjeglicu u Apple Street Shelter:

**SHELTER STAYS (0 STAYS)**

Add new stay:

Bit ćete vraćeni u evidenciju izbjeglica. Sada su navedeni kao trenutni gosti i pojavit će se na odgovarajućem popisu.

**CHECK IN**

refugeeID: 00013

Name: Yilmaz, Ayla

Birthday/Age: 18/8/1976 (46 years old)

Address: 800 W. Ave  
Adana, TR-01 TR

Shelter: Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

Check-in Date\*:    
date format: dd/mm/yyyy

Check-in Notes:

Room Selection:

	roomID	Rooms at Apple Tree Shelter	Max / Current Occupancy
<input type="radio"/>	00001	#01-100	6 / 0
<input checked="" type="radio"/>	00002	#01-101	5 / 0
<input type="radio"/>	00003	#01-200	4 / 0
<input type="radio"/>	00004	#01-202	6 / 0
<input type="radio"/>	00005	#02-100	5 / 0
<input type="radio"/>	00006	#02-108	4 / 0

Ako se prijavljujete za voditelja kućanstva, po želji možete prijaviti cijelu obitelj:

**CHECK IN**

Name: Jones, Papa

refugeeID: 00035

Household: Head of Household

Birthday/Age: 6/9/1982 (40 years old)

Address: DZ-30 DZ

Shelter: Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, BA-BRC 78123 BA

Check-in Date\*:    
date format: mm/dd/yyyy

Check In Household?:  (check to include entire household)

Check-in Notes:

Room Selection:

	roomID	Rooms at Apple Tree Shelter	Max / Current Occupancy
<input type="radio"/>	00005	AT 1-100	6 / 0
<input checked="" type="radio"/>	00006	AT 1-104	7 / 0
<input type="radio"/>	00007	AT 1-133	8 / 0
<input type="radio"/>	00008	AT 2-100	5 / 0



Evidencija izbjeglica sada odražava prijavu:

SHelter STAYS (1 STAY) **CURRENT GUEST** (APPLE TREE SHELTER / #01-101)

Check-out Transfer refugee: Apple Tree Shelter [Continue](#)

**Stay History for Aiyla Yilmaz**

stay ID	Check In	Check Out	Duration	Location/Xfers		
00031	11/08/2022 (Thu)	(current)	16	Location/Room	In	Out
				Apple Tree Shelter #01-101	11/08/2022 (Thu)	(current)

Add historical stay: Apple Tree Shelter [Continue](#)  
Utility to add past stays for this refugee

## Dodavanje povijesnog boravka

Ako je ovaj izbjeglica već boravio u vašem skloništu i želite ažurirati svoju evidenciju, možete koristiti značajku povijesnog boravka.

Add historical stay: Apple Tree Shelter [Continue](#)  
Utility to add past stays for this refugee

**HISTORICAL STAY**

refugeeID: 00013

Name: Yilmaz, Aiyla  
 Birthday/Age: 18/8/1976 (46 years old)  
 Language: Turkish / English  
 Address: 800 W. Ave  
 Adana, TR-01 TR  
 Current Residence: Apple Tree Shelter / #01-101  
 Location / Historical Stay: Apple Tree Shelter  
 123 Apple Blossom  
 Sarajevo Canton  
 Sarajevo, 78123

Check In Date: 01/06/2022  
date format: dd/mm/yyyy

Check Out Date: 21/06/2022  
date format: dd/mm/yyyy

Stay Notes:

Room:

	roomID	Rooms at Apple Tree Shelter	Max / Current Occupancy
<input type="radio"/>	00001	#01-100	6 / 0
<input type="radio"/>	00002	#01-101	5 / 0
<input type="radio"/>	00003	#01-200	4 / 0
<input type="radio"/>	00004	#01-202	6 / 0
<input checked="" type="radio"/>	00005	#02-100	5 / 0
<input type="radio"/>	00006	#02-108	4 / 0

[Add Historical Stay](#)

Obrazac povijesnog boravka omogućuje vam da odredite sobu, datum prijave i datum odjave.

Povijesni boravak sada se odražava u evidenciji izbjeglica. Boravak će se odražavati u raznim izvješćima i popisima.

SHelter STAYS (2 STAYS) **CURRENT GUEST** (APPLE TREE SHELTER / #01-101)

Check-out Transfer refugee: Apple Tree Shelter [Continue](#)

**Stay History for Aiyla Yilmaz**

stay ID	Check In	Check Out	Duration	Location/Xfers			
00031	11/08/2022 (Thu)	(current)	16	Location/Room	In	Out	Notes
				Apple Tree Shelter #01-101	11/08/2022 (Thu)	(current)	
00032	01/06/2022 (Wed)	21/06/2022 (Tue)	20	Location/Room	In	Out	Notes
				Apple Tree Shelter #02-100	01/06/2022 (Wed)	21/06/2022 (Tue)	(historical)

Add historical stay: Apple Tree Shelter [Continue](#)  
Utility to add past stays for this refugee

## Transferi

Sadašnje goste možete prebaciti iz jedne sobe u drugu ili iz jednog skloništa u drugo.

SHELTER STAYS (2 STAYS) **CURRENT GUEST** (APPLE TREE SHELTER / #01-101)

[Check-out](#) Transfer refugee:

Iz evidencije izbjeglice odaberite sklonište odredišnog transfera i kliknite "Nastavi".

Sada možete odabrati sobu i datum transfera.

### TRANSFER

refugeeID: 00013

**Name:** Yilmaz, Aiyla

**Birthday/Age:** 18/8/1976 (46 years old)

**Address:** 800 W. Ave  
Adana, TR-01 TR

**Shelter:** Golden Lily Home  
5353 West Main Street  
Medjugorje, BA-BIH 234123 BA

Current Location:	Location/Room	In	Out
	Apple Tree Shelter #01-101	11/08/2022 (Thu)	(current)

**Transfer Date\*:**

date format: dd/mm/yyyy

**Transfer Notes:**

**Transfer to:**

	roomID	Rooms at Golden Lily Home	Max / Current Occupancy
<input type="radio"/>	00019	#01-100	5 / 0
<input type="radio"/>	00020	#01-101	7 / 0
<input type="radio"/>	00021	#02-100	6 / 0
<input checked="" type="radio"/>	00022	#02-202 Room has a crib	5 / 0

Evidencija boravka izbjeglice sada se ažurira s prijenosom. Izvješća o popunjenosti i popisi odražavat će prijenos.

SHELTER STAYS (2 STAYS) **CURRENT GUEST** (GOLDEN LILY HOME / #02-202)

[Check-out](#) Transfer refugee:

### Stay History for Aiyla Yilmaz

stay ID	Check In	Check Out	Duration	Location/Xfers
00031	11/08/2022 (Thu)	(current)	16	Location/Room
				In
00032	01/06/2022 (Wed)	21/06/2022 (Tue)	20	Location/Room
				In

Add historical stay:

Utility to add past stays for this refugee

## Provjeri

Za odjavu trenutnog gosta kliknite na poveznicu "Odjava" u evidenciji izbjeglice.

SHELTER STAYS (2 STAYS) **CURRENT GUEST** (APPLE TREE SHELTER / #01-101)

[Check-out](#) Transfer refugee:

## CHECK OUT

refugeeID: 00013

Name: Yilmaz, Aiyla

Birthday/Age: 18/8/1976 (46 years old)

Address: 800 W. Ave  
Adana, TR-01 TRCurrent Shelter: Golden Lily Home  
5353 West Main Street  
Medjugorje, BA-BIH 234123 BA

Current Stay:	Location/Room	In	Out	Notes
	Golden Lily Home #02-202	22/08/2022 (Mon)	(current)	
	Apple Tree Shelter #01-101	11/08/2022 (Thu)	22/08/2022 (Mon)	

 Checkout Date\*:    
 date format: dd/mm/yyyy
Check-out Notes: 


Sada možete odrediti datum odjave, kao i eventualne napomene.

Povijest boravka izbjeglica sada odražava odjavu.

SHELTER STAYS (2 STAYS)

 Add new stay:  

## Stay History for Aiyla Yilmaz

stay ID	Check In	Check Out	Duration	Location/Xfers												
00031	11/08/2022 (Thu)	27/08/2022 (Sat)	16	<table border="1"> <thead> <tr> <th>Location/Room</th> <th>In</th> <th>Out</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Golden Lily Home #02-202</td> <td>22/08/2022 (Mon)</td> <td>27/08/2022 (Sat)</td> <td></td> </tr> <tr> <td>Apple Tree Shelter #01-101</td> <td>11/08/2022 (Thu)</td> <td>22/08/2022 (Mon)</td> <td></td> </tr> </tbody> </table>	Location/Room	In	Out	Notes	Golden Lily Home #02-202	22/08/2022 (Mon)	27/08/2022 (Sat)		Apple Tree Shelter #01-101	11/08/2022 (Thu)	22/08/2022 (Mon)	
Location/Room	In	Out	Notes													
Golden Lily Home #02-202	22/08/2022 (Mon)	27/08/2022 (Sat)														
Apple Tree Shelter #01-101	11/08/2022 (Thu)	22/08/2022 (Mon)														
00032	01/06/2022 (Wed)	21/06/2022 (Tue)	20	<table border="1"> <thead> <tr> <th>Location/Room</th> <th>In</th> <th>Out</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Apple Tree Shelter #02-100</td> <td>01/06/2022 (Wed)</td> <td>21/06/2022 (Tue)</td> <td>(historical)</td> </tr> </tbody> </table>	Location/Room	In	Out	Notes	Apple Tree Shelter #02-100	01/06/2022 (Wed)	21/06/2022 (Tue)	(historical)				
Location/Room	In	Out	Notes													
Apple Tree Shelter #02-100	01/06/2022 (Wed)	21/06/2022 (Tue)	(historical)													

 Add historical stay:    
 Utility to add past stays for this refugee

## Usluge

Voditelj skloništa može evidentirati usluge za vaše goste na dnevnoj bazi.

U evidenciji izbjeglica kliknite na poveznicu "Dodaj usluge".

### SERVICES

refugeeID: 00003

**Name:** Archer, Art

**Birthday/Age:** 4/2/1967 (55 years old)

**Language:** English / Spanish

**Address:** 123 Elm  
Apt 123  
Springfield, US-TX 123456 US

**Current Residence:** Apple Tree Shelter / #02-100

**Date of Service\*:**   
date format: dd/mm/yyyy  
Duplicate services per date will be ignored

**Services:** Select All Clear All

<input checked="" type="checkbox"/>	Food
<input type="checkbox"/>	Immigration Assistance
<input checked="" type="checkbox"/>	Internet Access
<input checked="" type="checkbox"/>	Laundry
<input type="checkbox"/>	Legal
<input checked="" type="checkbox"/>	Shower
<input checked="" type="checkbox"/>	Transportation

Add Services

APPOINTMENTS (SHOWING 4 OF 4) Add appointment

---

SHELTER SERVICES Add services

[Service Log](#)

serviceID	Service	Count
00499	Food	8
00504	Immigration Assistance	7
00501	Internet Access	8
00502	Laundry	6
00503	Legal	6
00500	Shower	8
00505	Transportation	8

Odaberite jednu ili više usluga, datum usluge, zatim spremite zapis.

Popisom usluga upravlja administrator pod "Admin / Liste".

Također možete vidjeti potpunu povijest usluga klikom na "Service Log" u evidenciji izbjeglice.

APPOINTMENTS (SHOWING 4 OF 4) Add appointment

---

SHELTER SERVICES Add services

[Service Log](#)

serviceID	Service	Count
00499	Food	9
00504	Immigration Assistance	7
00501	Internet Access	9

Usluge snimanja također se mogu izvršiti kao značajka blokiranja ako pružate iste usluge za grupu ljudi. Ovo je dobra ušteda vremena.

### SERVICE HISTORY

Client ID: 000003

**Name:** Art A. Archer (Male)

**Enrollment Date:** 05/07/2022

**Gender:** Male

**Language (primary):** English

**Language (secondary):** Spanish

**Birth Date:** 4/2/1967 (55 years old)

**Address:** 123 Elm  
Apt 123  
Springfield, US-TX 123456 US

**Email:**

**Phone:**

**Services for Saturday, August 27th, 2022**

- Food
- Internet Access
- Laundry
- Shower
- Transportation

**Services for Friday, August 19th, 2022**

- Food
- Immigration Assistance
- Internet Access
- Shower
- Transportation

**Services for Wednesday, August 17th, 2022**

- Food
- Internet Access
- Laundry
- Shower
- Transportation

Voditelji slučaja / Stručni kontakti Iz evidencije izbjeglice možete dodijeliti voditelje slučaja i profesionalne kontakte. Imajte na umu da voditelji slučaja / stručni kontakti moraju imati OSSM račune kako bi se pojavili na popisu dostupnih kontakata.

Administratori i upravitelji skloništa također mogu vidjeti (samo za čitanje) unose koje su napravili profesionalni kontakti i voditelji slučajeva.

+ - CASE MANAGERS (1)

**Case Mangers:**

- ✖ Campbell, Casey / Social Services

Campion, Charles / Social Services of Freedonia

Add

+ - CASE MANAGER LOGS (2)

Sunday, August 28th, 2022

Looked at various issues and concerns raised by Andrew.  
Added at 28/08/2022 00:50:58 by Casey Campbell

Friday, August 26th, 2022

Visited with Andrew today and discussed various things.....  
Added at 26/08/2022 17:25:21 by Casey Campbell

+ - PROFESSIONAL CONTACTS (3)

+ - PROFESSIONAL CONTACT LOGS (2)

## Mediateka

Uz evidenciju izbjeglice možete priložiti slike (jpg, gif, png).

Također možete učitati dokumente (PDF).

Veličina učitanih slika mijenja se na sličice i veliku razlučivost. Za prikaz slike u punoj rezoluciji kliknite na sličicu.




Hvala

<https://www.freepik.com/> za ogledne slike.

+ - IMAGES (3)

[Add new image](#)
[View all images](#)

Showing 3 of 3 images

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td><b>Title:</b></td><td>Sample photo from <a href="https://www.freepik.com/">https://www.freepik.com/</a></td></tr> <tr><td><b>Description:</b></td><td></td></tr> <tr><td><b>Tags:</b></td><td>No tags</td></tr> <tr><td><b>Media Date:</b></td><td>28/08/2022</td></tr> <tr><td><b>Upload Date:</b></td><td>28/08/2022 18:39:39</td></tr> <tr><td><b>Upload File Name:</b></td><td>23-2148952965.png</td></tr> <tr><td><b>Other:</b></td><td style="text-align: center;"> </td></tr> </table>	<b>Title:</b>	Sample photo from <a href="https://www.freepik.com/">https://www.freepik.com/</a>	<b>Description:</b>		<b>Tags:</b>	No tags	<b>Media Date:</b>	28/08/2022	<b>Upload Date:</b>	28/08/2022 18:39:39	<b>Upload File Name:</b>	23-2148952965.png	<b>Other:</b>	
<b>Title:</b>	Sample photo from <a href="https://www.freepik.com/">https://www.freepik.com/</a>														
<b>Description:</b>															
<b>Tags:</b>	No tags														
<b>Media Date:</b>	28/08/2022														
<b>Upload Date:</b>	28/08/2022 18:39:39														
<b>Upload File Name:</b>	23-2148952965.png														
<b>Other:</b>															
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td><b>Title:</b></td><td>Sample photo from <a href="https://www.freepik.com/">https://www.freepik.com/</a></td></tr> <tr><td><b>Description:</b></td><td></td></tr> <tr><td><b>Tags:</b></td><td>No tags</td></tr> <tr><td><b>Media Date:</b></td><td>28/08/2022</td></tr> <tr><td><b>Upload Date:</b></td><td>28/08/2022 18:38:26</td></tr> <tr><td><b>Upload File Name:</b></td><td>23-2148955665.png</td></tr> <tr><td><b>Other:</b></td><td style="text-align: center;"> </td></tr> </table>	<b>Title:</b>	Sample photo from <a href="https://www.freepik.com/">https://www.freepik.com/</a>	<b>Description:</b>		<b>Tags:</b>	No tags	<b>Media Date:</b>	28/08/2022	<b>Upload Date:</b>	28/08/2022 18:38:26	<b>Upload File Name:</b>	23-2148955665.png	<b>Other:</b>	
<b>Title:</b>	Sample photo from <a href="https://www.freepik.com/">https://www.freepik.com/</a>														
<b>Description:</b>															
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<b>Media Date:</b>	28/08/2022														
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<b>Description:</b>															
<b>Tags:</b>	No tags														
<b>Media Date:</b>	28/08/2022														
<b>Upload Date:</b>	28/08/2022 18:38:01														
<b>Upload File Name:</b>	114360-7309.png														
<b>Other:</b>															

Blokirajte pomoćne programe

Trebate brzo ažurirati evidenciju o skupini izbjeglica? Gradska četvrt, kvart  
Uslužni program omogućuje vam brzo ažuriranje unosa u dnevnik, usluga ili  
odjava za neke ili sve izbjeglice koje se pojavljuju na bilo kojem popisu.

## Unos u dnevnik

### BLOCK JOURNAL ENTRIES

You will be able to select residents for a given day  
and add a journal entry.

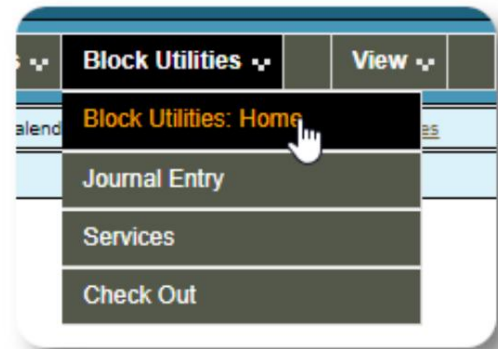
**Shelter:** Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

**Roster Date\*:**   
date format: dd/mm/yyyy

**Check-out Status:**  Include those who checked out on this date

[Next =>](#)

Zatim odabiremo goste i dodajemo naš unos u dnevnik.



Prvo odabiremo datum popisa. Moći ćemo primijeniti  
dnevnički unos za neke ili sve goste za  
odabrani datum popisa.

Reports | Shelter Log

### BLOCK OPTIONS: JOURNAL ENTRY

**Shelter:** Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

**Roster Date:** 28/08/2022

**Journal Entry:**

*The journal entries will be posted on the roster date.*

**Refugees:**

<input checked="" type="checkbox"/>	Adams, Alice 1/1/2019 (3 years old)
<input checked="" type="checkbox"/>	Adams, Andrew 1/7/1974 (48 years old) Belarusian / Russian
<input checked="" type="checkbox"/>	Archer, Art 4/2/1967 (55 years old) English / Spanish
<input type="checkbox"/>	Azealia, Agnes 28/2/1994 (28 years old) Turkish / English

[\(check all\)](#)   [\(clear all\)](#)

[Apply](#)

Unos u dnevnik sada se pojavljuje u  
evidenciji odabranog izbjeglice, za  
navedeni datum popisa.

JOURNAL/LOG (SHOWING 5 OF 7) [Add journal entry](#)

[Review refugee journal](#)

Sunday, August 28th, 2022

We visited the Wildflower Center today. The children enjoyed to hikes and the weather was good.

[Edit journal entry](#)   [Remove journal entry](#)

Added at 28/08/2022 00:00:00 by Sally Supermanager


## Usluge

Sličan postupak se koristi za prijavu usluga.

### APPLY SERVICES

You will be able to select residents for a given day and apply services to some or all of them.

**Shelter:** Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

**Roster Date\*:**    
date format: dd/mm/yyyy

**Check-out Status:**  Include those who checked out on this date

[Next =>](#)

### BLOCK OPTIONS: SERVICES

**Shelter:** Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

**Roster Date:** 28/08/2022

**Services:**

<input checked="" type="checkbox"/>	Food
<input type="checkbox"/>	Immigration Assistance
<input checked="" type="checkbox"/>	Internet Access
<input checked="" type="checkbox"/>	Laundry
<input type="checkbox"/>	Legal
<input checked="" type="checkbox"/>	Shower
<input checked="" type="checkbox"/>	Transportation

[\(check all\)](#) [\(clear all\)](#)  
*Services will be applied for the roster date.  
Duplicate services for any refugee on a given date will be discarded.*

**Refugees:**

<input checked="" type="checkbox"/>	Adams, Alice 1/1/2019 (3 years old)
<input checked="" type="checkbox"/>	Adams, Andrew 1/7/1974 (48 years old) Belarusian / Russian
<input checked="" type="checkbox"/>	Archer, Art 4/2/1967 (55 years old) English / Spanish
<input checked="" type="checkbox"/>	Azealia, Agnes 28/2/1994 (28 years old) Turkish / English

[\(check all\)](#) [\(clear all\)](#)

[Apply](#)

## Provjeri

Opet, sličan postupak može se koristiti za odjavu jednog ili više gostiju.

### BLOCK OPTIONS: CHECK OUT

**Shelter:** Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

**Roster Date:** 28/08/2022

**Refugees:**

<input checked="" type="checkbox"/>	Adams, Alice 1/1/2019 (3 years old)
<input checked="" type="checkbox"/>	Adams, Andrew 1/7/1974 (48 years old) Belarusian / Russian
<input checked="" type="checkbox"/>	Archer, Art 4/2/1967 (55 years old) English / Spanish
<input checked="" type="checkbox"/>	Azealia, Agnes 28/2/1994 (28 years old) Turkish / English

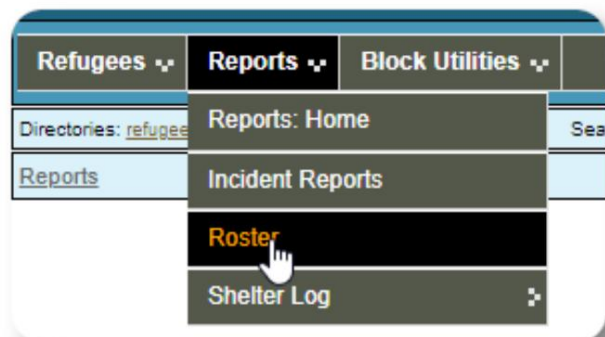
[\(check all\)](#) [\(clear all\)](#)

[Apply](#)

# Izvešća i popisi

## Rosteri

Popisi vam daju informacije o gostima u vašim skloništima. Možete pogledati popis za bilo koji datum.



**ROSTER**

Shelter: Apple Tree Shelter  
123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

Roster Date\*:    
date format: dd/mm/yyyy

Check-out Status:  Include those who checked out on this date

Ovdje je ogledni popis.

View as PDF PDF Checkout Report PDF Roster/Page per Refugee/Services

<b>Apple Tree Shelter</b> Wednesday, September 28th, 2022 (includes those who checked out on this date) roster generated 28/09/2022 15:07:06				
<b>Room AT 1-100</b>				
sdID	refugeeID	Name	Age / Gender / Country / Language	Check-in / Check-out / Notes
00011	00020	<b>Jahic, Elnur</b> <i>The Semina Salihovic Household</i>	26/9/1996 (26 years old) / Male Bosnia and Herzegovina Bosnian / English	22/09/2022 - current
00012	00019	<b>Salihovic, Semina</b> <i>Head of Household</i>	24/10/1992 (29 years old) / Female Bosnia and Herzegovina Bosnian	23/09/2022 - current
<b>Room AT 1-104</b>				
sdID	refugeeID	Name	Age / Gender / Country / Language	Check-in / Check-out / Notes
00001	00002	<b>Adams, Alice</b> <i>The Art Archer Household</i>	1/1/2019 (3 years old) / Female Armenia Hungarian / Italian	14/09/2022 - current
<b>Room AT 1-133</b>				
sdID	refugeeID	Name	Age / Gender / Country / Language	Check-in / Check-out / Notes
00005	00003	<b>Archer, Art</b> <i>Head of Household</i>	4/2/1967 (55 years old) / Male Ukraine Ukrainian / German	20/09/2022 - current
<b>Room AT 2-100</b>				
sdID	refugeeID	Name	Age / Gender / Country / Language	Check-in / Check-out / Notes
00009	00008	<b>Smith, Suzy</b> <b>BANNED</b> <i>Head of Household</i>	4/6/1996 (26 years old) / Female Turkey Finnish / Cantonese	13/09/2022 - current



Za bilo koji datum možete pogledati PDF izvješće o odjavi. Izvješće će imati jednu stranicu po izbjeglici, s popisom svih usluga koje su dobili tijekom boravka.



## Dnevnik skloništa

Možda želite zabilježiti dnevne aktivnosti vašeg skloništa. Možete dodati unose u dnevnik skloništa tijekom dana, koji su označeni vremenom i mogu ih pregledati vaši administratori.

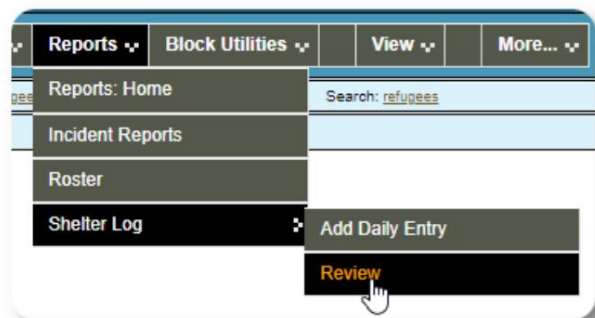
**SHELTER LOG ENTRY**

**Shelter:** Apple Tree Shelter  
**Address:** 123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

**Log Entry:** We are planning on 14 people for dinner. We are making beans, enchiladas, and rice.

[Add Log Entry](#)

Također možete pokrenuti izvješće dnevnika skloništa za bilo koji vremenski okvir:



**SHELTER LOG ENTRY**

**Shelter:** Apple Tree Shelter  
**Address:** 123 Apple Blossom  
Sarajevo Canton  
Sarajevo, 78123

**Shelter Log Entries:**  define your report range:

**Start\*:** 01/01/2022  
date format: dd/mm/yyyy

**End\*:** 29/08/2022  
date format: dd/mm/yyyy

predefined time periods: Today

Don't use a time period for this report

[View Log Entries](#)

# Završna misao

Hvala vam što brinete za muškarce, žene i djecu koji su napustili svoje domovine u potrazi za boljim životom. Nadamo se da vam OSSM može pomoći u vašim vrijednim naporima.

Po riječima pape Franje

Nadahni nas, kao narode, zajednice i pojedince, da vidimo da su oni koji dolaze na naše obale naša braća i sestre.