



Alkimii

Alkimii Head Office

Dashboard Group Dashboard

Monday, 27th November
14:20
Skerries Dublin

Fire checklists
98%
Year To Date

Maintenance tasks
5 open
62 resolved
1 overdue
0 unassigned

Evac list
20
On duty Visitors 16 4

Health & Safety checklists
97%
Year To Date

Checklists
28 due today
2 overdue

Skerries
8°C
High 8°C. Low 8°C. light rain.

Fire safety checklists
96%
Year To Date

Security checklists
100%
Year To Date

Alkimii Help Centre

Maintenance tasks
5 open
62 resolved
1 overdue
0 unassigned

11:29 49

Checklists

Search

Category Frequency Due date

Scan NFC tags

Bar Checklist Late
Frequency: Daily
Due date: Today
Last completed: 00:00
Progress: 10/10

Breakfast Buffet
Frequency: Daily
Due date: Today
Last completed: 165 days ago
Progress: 20/25

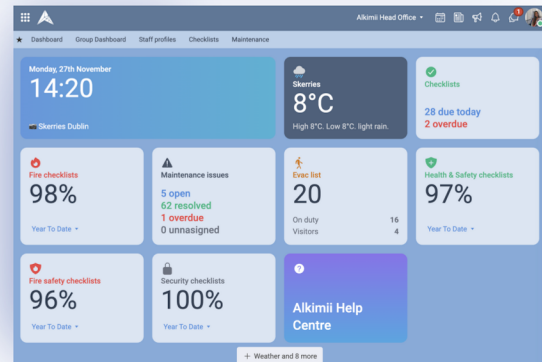
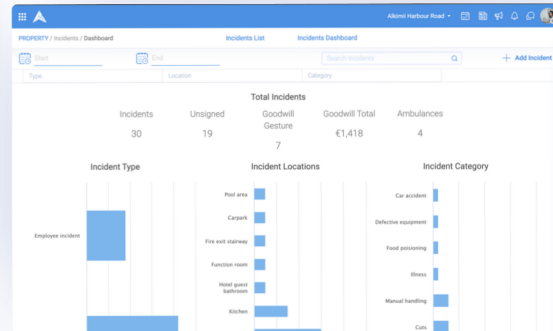
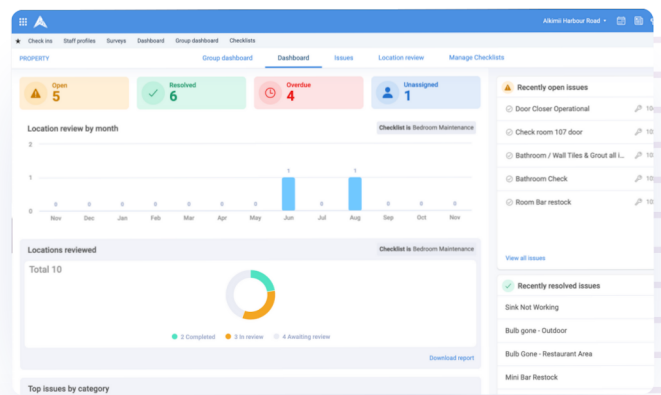
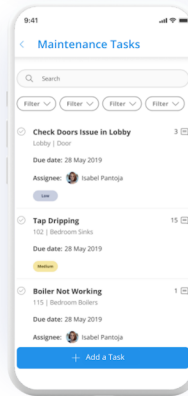
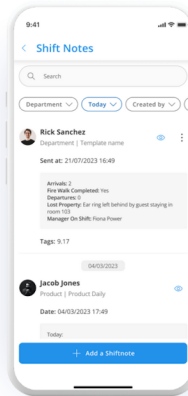
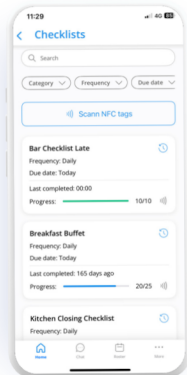
Kitchen Closing Checklist
Frequency: Daily

Alkimii Property

Alkimii Property

Simplifying Hospitality Operational Excellence

Your solution for revolutionising property management: Compliance, Maintenance, and Communication—all in one. Reduce risk, ensure precision Checklists, and streamline operations.



Note from Alkimii Team

Allow us to introduce Alkimii Property—a thoughtful addition to our platform aimed at enhancing compliance, reducing risk, and optimising overall operational excellence.

Our goal is simple—to provide you with additional functionality within the software your team is already comfortable using. Alkimii Property seeks to simplify operations, get things right with Checklists, and contribute to overall efficiency.

We've developed this product to empower your team to act proactively, ensure business compliance, and deliver an exceptional experience to your customers.

- Alkimii Team



Diving into our new Alkimii Property

Our Alkimii Property is divided into three categories:

Compliance, Maintenance, and Communication.

It seamlessly handles all your Checklists, proactive and reactive Maintenance, reduces risk while ensuring Compliance, and fosters efficient Communication.



Compliance

Checklists
Incident Management



Maintenance

Reactive Maintenance
Proactive Maintenance



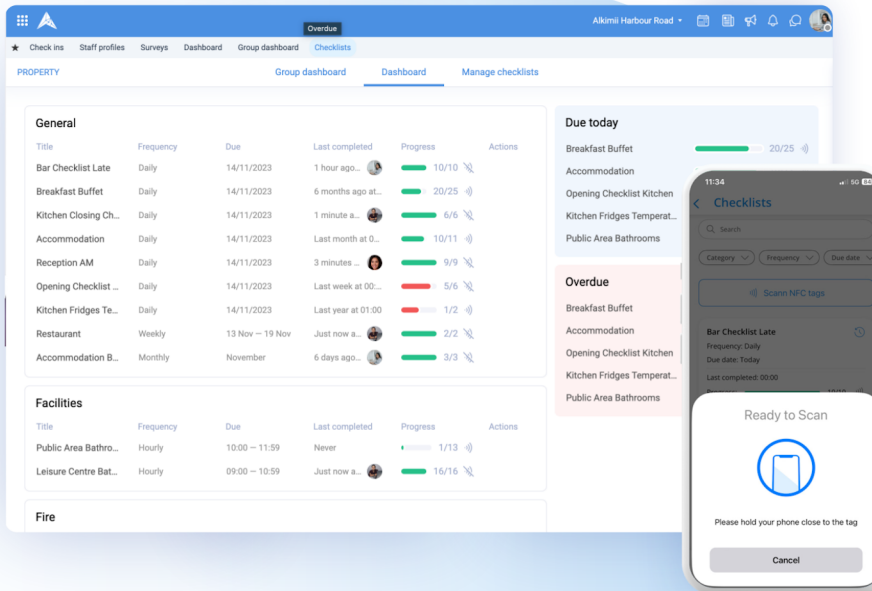
Communication

Chat
Shift Notes
Email Updates

Compliance

Manage Risk: Every Step of the Way!

Our Compliance feature is designed to bring peace of mind into your property management routine. With Incident Management and Checklists with NFC tags, it offers real-time dashboards for both property groups and sites, guaranteeing effective risk management. With Alkimii Property, compliance is not merely a task but a mindset.



Benefits

Ensure Peace of Mind

Real-time dashboards for live stats on incident reporting and checklists.

Instant Information Access

Homepage widgets for quick insights into fire checklists, health and safety, security and more.

Informed Decision-Making

Detailed dashboards providing real-time trends for incidents, allowing proactive problem-solving.

Features

Checklists

Get things done and stay ahead by assigning comprehensive Checklists to your team. Ensure a reliable compliance process that seamlessly marries technology with practicality.



Adaptable Checklists

Covering daily, weekly, monthly, or annual tasks, such as fire walks, duty manager checks, night audits, and public area inspections.



Pre-made Templates

Rooted in industry best practices for easy integration into your workflow.



Best Practices Processes

Beyond a feature, Alkimii Checklists embody industry-leading processes for enhanced effectiveness.



NFC Tags

Guarantee thorough physical checks, monitor task completion, and prevent items from being marked without a tag.



Checklist History

Gain insights and analysis by accessing the comprehensive history of any checklist.

The screenshot displays the Alkimii Checklists software interface. The top navigation bar includes 'Check ins', 'Staff profiles', 'Surveys', 'Dashboard', 'Group dashboard', and 'Checklists'. The main content area is divided into several sections:

- General:** A table listing various checklist items with columns for Title, Frequency, Due date, Last completed, Progress, and Actions. Items include 'Bar Checklist Late', 'Breakfast Buffet', 'Kitchen Closing Ch...', 'Accommodation', 'Reception AM', 'Opening Checklist...', 'Kitchen Fridges Te...', 'Restaurant', and 'Accommodation B...'. Progress bars and completion status are shown for each item.
- Due today:** A summary section showing the status of 'Breakfast Buffet', 'Accommodation', 'Opening Checklist Kitchen', 'Kitchen Fridges Temper...', and 'Public Area Bathrooms' for the current day.
- Overdue:** A summary section showing the status of 'Breakfast Buffet', 'Accommodation', 'Opening Checklist Kitchen', and 'Kitchen Fridges Temper...' for overdue items.
- Facilities:** A section for managing facilities, with a sub-section for 'Fire' containing a list of pre-set templates such as 'Daily Fire Checks', 'Annual Fire Service & Inspection Records', 'Weekly Fire Safety Checks', 'Monthly Fire Safety Checks', 'Quarterly Fire Safety Checks', 'Breakfast Buffet', 'First Aid Box', 'Daily Fire Walk', 'Annual Evacuation Drill', 'Duty Manager AM Checklist', 'Duty Manager PM Checklist', 'Nights Checklist', 'Night cleaning schedule', 'Toilet Cleaning Checklist (Every 2 hours)', 'DM Shift AM Checklist', 'Public Area Daily Inspection AM + PM', 'bedroom', 'Reception AM', and 'Reception PM'.

PROPERTY / Incidents / All

Incidents List

Start End Search Incidents + Add Incident

Ref.	Incident	Creation	Type	Location	Category	Reported	Goodwill	Ambulance	Sig...	Action
15878	02 Nov '23 13:17	02 Nov '23 16:46	Employee Incident	Fire Exit Stairway	Slip, Trips And Falls	Clara Murray	€0.00	No	✓	👁
15206	11 Oct '23 15:53	11 Oct '23 16:55	Public Incident	Bar	Slip, Trips And Falls	Adam Boyers	€0.00	No	✓	👁
15200	10 Oct '23 09:57	11 Oct '23 11:03	Public Incident	Lobby	Slip, Trips And Falls	John Muncaster	€300.00	No	✓	👁
12738	23 Aug '23 15:33	23 Aug '23 16:34	Public Incident	Bar	Slip, Trips And Falls	Alkimii Admin	€0.00	No	✗	👁
12740	22 Aug '23 15:35	23 Aug '23 16:36	Public Incident	Bar	Manual Handling	Alkimii Admin	€0.00	No	✓	👁

Alkimii Harbour Road

PROPERTY / Incidents / Dashboard

Incidents List

Start End Search Incidents + Add Incident

Total Incidents

Incidents	Unsigned	Goodwill Gesture	Goodwill Total	Ambulances
30	19	7	€1,418	4

Incident Type

Incident Locations

Incident Category

Incidents

Your strategic partner in understanding and mitigating potential risks. With Incidents, you empower your team to promptly report events as soon as they happen using a platform rooted in industry best practices. This system ensures meticulous collection, secure storage, and safeguarding of crucial details.



Pre-designed forms

Facilitates essential questions, ensuring the acquisition of relevant information, managerial signoffs, and incorporation of images, documents and other files, making Incident Management comprehensive.



Dashboard and Incidents Page

Access a comprehensive dashboard for high-level overviews and a detailed incidents page for seamless tracking. Effortlessly sort incidents by type, location, category, or other vital details for a thorough and organised incident management process.

Maintenance

Maintenance Excellence, [One Checklist at a Time!](#)

Our Maintenance tool empowers users to monitor and control maintenance tasks across all property locations, with visual categorisation for quick task identification. With Maintenance, you will have an easy-to-use feature to ensure a more proactive, efficient and collaborative approach to maintenance task management.

Benefits

Effortless Oversight

Easily monitor and handle maintenance tasks at all property locations, with streamlined categorisation and colour-coding for speedy work order identification.

In-Depth Analysis

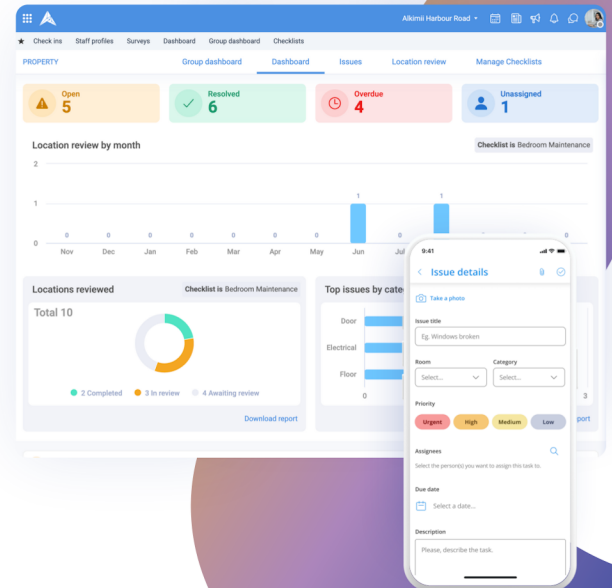
Gain a comprehensive understanding of maintenance trends and performance with tailored insights for specific properties or group locations.

Swift Resolution

Empower your team by allowing them to add maintenance tasks in real-time using their mobile devices.

Proactive Approach

Stay ahead of potential maintenance tasks with proactive maintenance checklists and use pre-made templates based on industry best practices to ensure thorough coverage.



Features



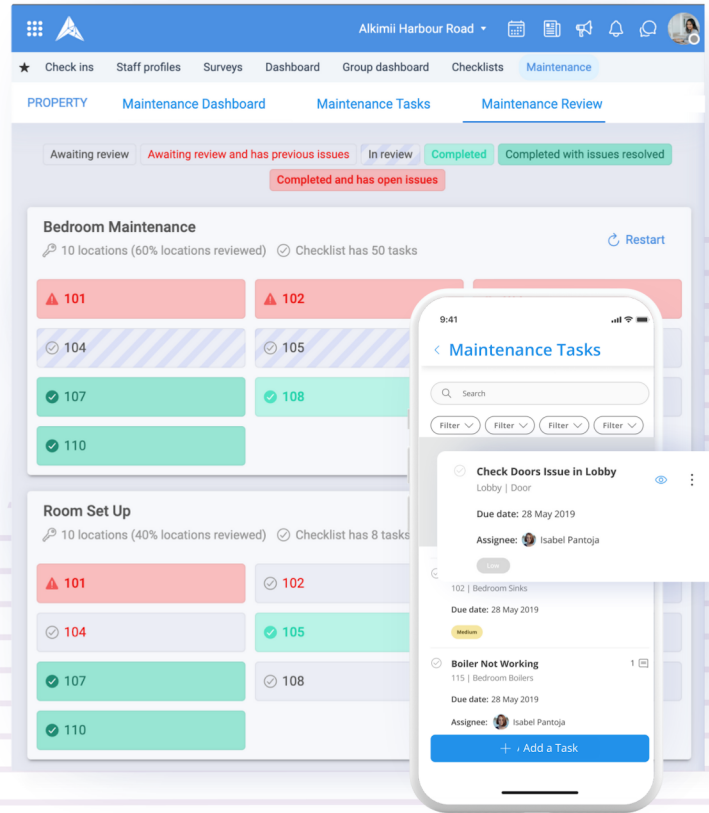
Proactive Maintenance Checklists

Your ally bridging the Compliance and Maintenance modules within Alkimii. Assign Checklists to your team, cover all areas and utilise pre-made templates based on researched best practices.



Reactive Maintenance

Empower your team with real-time maintenance tasks logging via their phones: capture location, set priority, responsible parties, due dates, choose from pre-set categories, and add multimedia attachments. Ensure nothing is overlooked and facilitate seamless communication.





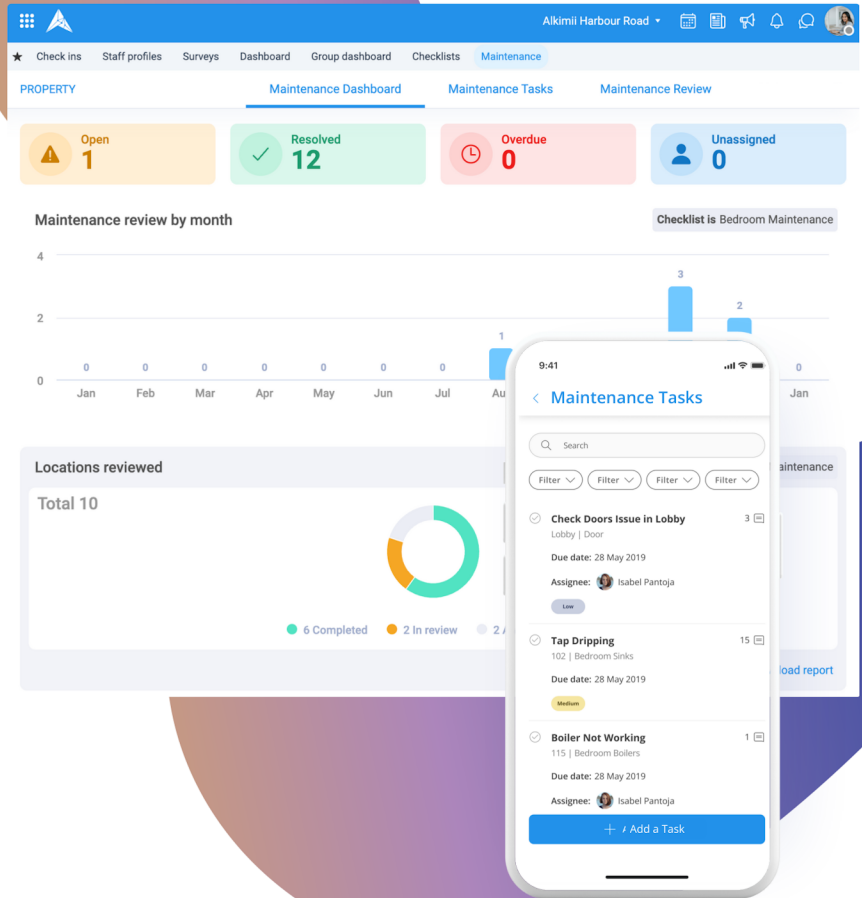
Maintenance Review

Easily assess the maintenance status in all your property locations. The colour-coded categorisation allows for a quick overview, ensuring you promptly identify areas that need attention, are awaiting review, or have resolved.



Site Dashboard

Tailored insights for specific property locations. Monitor open, resolved, and overdue maintenance tasks. Explore recently opened and resolved tasks. Understand location reviews and identify top by categories, providing a quick, detailed snapshot of your property's status.



Communication

Information that Matters

Alkimmii Property's Communications feature is the nerve centre for cohesive teamwork. With Shift Notes, Chat, Newsfeed and Email Digests, our platform ensures dynamic, efficient, and compliant communication channels.

Benefits

Unified Connectivity

Seamlessly connect with your team through their mobile.

Efficient Information Flow

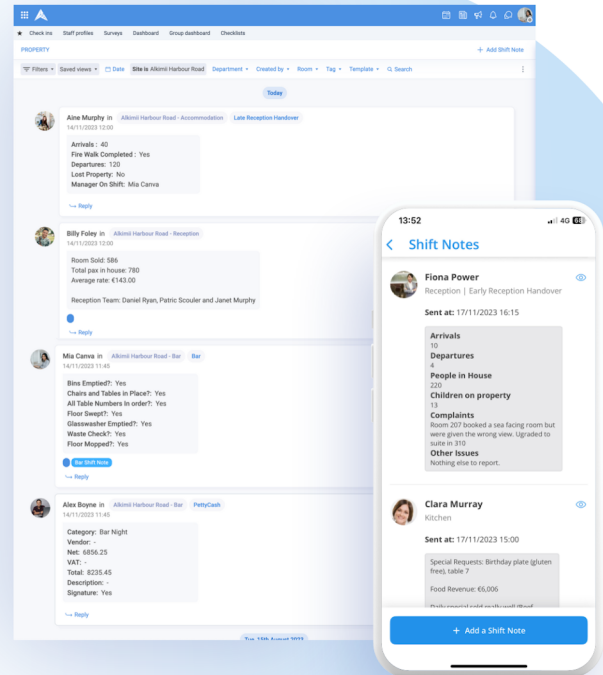
Streamline communication processes for quicker task execution.

GDPR Compliance

Ensure data protection with our GDPR-compliant communication features.

Automated Updates

Stay informed with automatic updates, minimising manual effort.



Features

Shift Notes

A powerhouse of collaborative efficiency, breaking free from the limitations of traditional paper or Excel-based record-keeping. With Alkimii Property, seamlessly integrate and store all necessary shift information directly within our platform. Our Shift Notes offer the following features to enhance your communication and efficiency:



Template Consistency

Utilise pre-created templates based on best practices for consistency and streamlined processes.



Tags and Colour-Coding

Employ tags and colour codes for easy categorisation, ensuring quick and intuitive navigation.



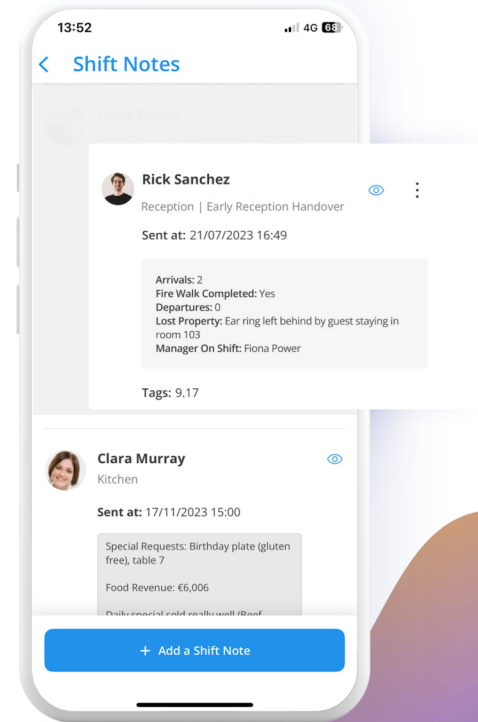
Team Collaboration

Facilitate team communication by allowing members to add comments or their own images, ensuring swift issue resolution.



Manager/Supervisor Notification

Notify your manager or supervisor without resorting to additional emails or calls, streamlining communication.



Chat

Secure team communication, boosting collaboration and efficiency, now tailored for Property! Our individual and group chat ensures effective and easy communication, maintaining smooth operations and keeping teams connected.



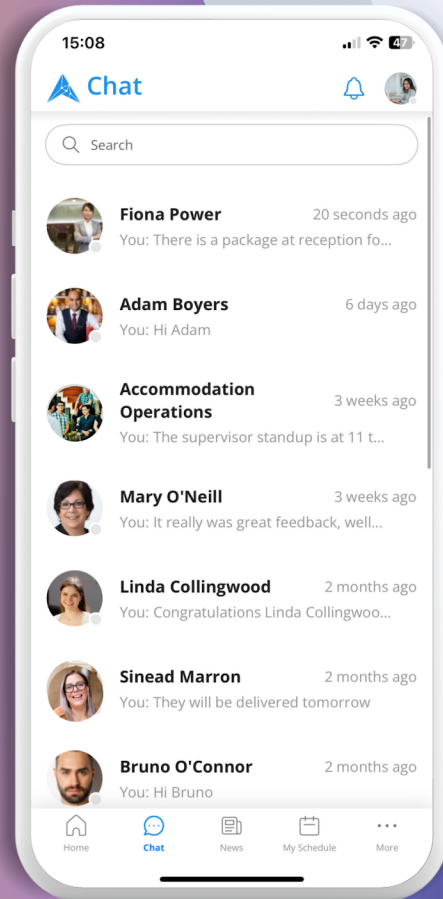
Secure

Rest assured knowing your team's chat is secure and GDPR-compliant.



Centralised

Say goodbye to scattered emails and missed messages – Chats brings your team together in a centralised, secure space.



Newsfeed

Effortlessly update your team on crucial news, compliance trends, and maintenance insights, fostering a collaborative and informed environment.



Information Hub

Transform your Newsfeed into a central repository of knowledge, ensuring your team stays well-informed about the latest company standards.



Share Best Practices

Exchange best practices easily, encouraging a culture of continuous improvement within your team.

News

Mia Canva
2 minutes ago

Health & Safety checklists
97%
Year To Date ▾

Fire safety checklists
96%
Year To Date ▾

Security checklists
100%
Year To Date ▾

Nearly 100% Completion on Checklists Thanks to Compliance, H&S, and Maintenance Teams!

Amazing news today!!

We are thrilled to announce a remarkable achievement this week, as our Compliance, Health & Safety (H&S), and Maintenance teams have been working tirelessly to bring our checklist completion rates to an impressive almost 100%!



Email Digests

The cornerstone of informed communication, ensuring the right people are always in the know. With Email Digests, keep your team well-informed, streamlining communication to enhance overall operational efficiency.



Centralised Information

From daily property overviews to incident summaries and completed tasks, Email Digests deliver crucial information to your team when and how they need it.



Enhance Communication

Tailor updates based on roles or additional email addresses and customise emails to provide timely insights triggered by specific actions or scheduled for daily or weekly updates.



Alkimii

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Scan
Me!

