

Sign In

To sign in to Zello Work: Select the Zello Work blue link. Next, log in with your ZelloWork username, password, and network name.

Menu

To access the Menu screen, tap the vertical ellipsis menu icon at the top right of the screen. The menu provides direct access to change your status, and a variety of other options.

Talk Screen

Selecting a contact or channel will open up the Talk Screen and allow you to send a message

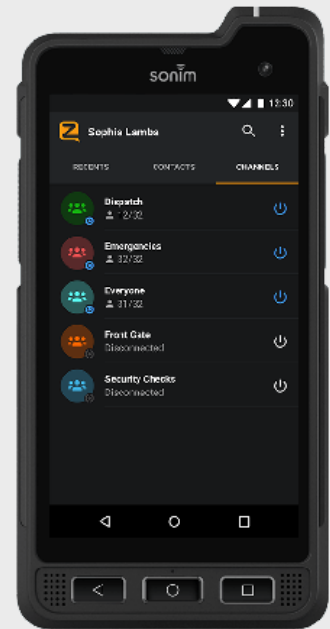
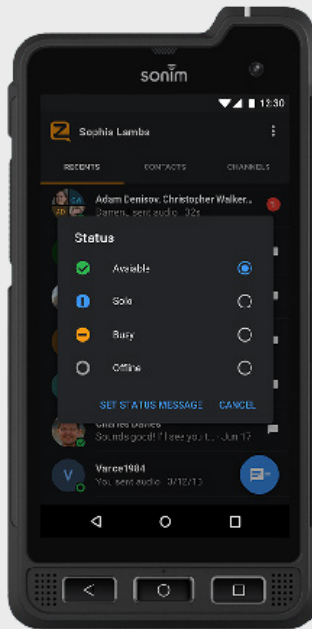
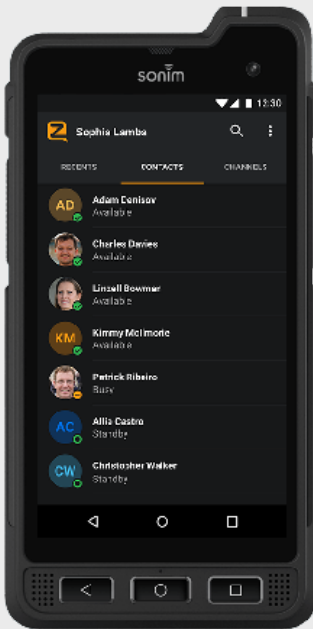
To Send a Message:

Press and hold the push-to-talk button. The button will turn red when ready to transmit. Speak into your device's microphone. Release the button when you are finished talking. Message transmission ends when you release the button.



"Zello has always been a very reliable intergration partner and their technology has always been very stable."

— Thomas Sunderland, Trimble Construction Logistics



Contacts

Contacts are displayed with their profile picture, if available, and a symbol representing their current app status on the bottom right corner of the profile picture.

Status Screen

On this screen, you can set your status to available, solo, busy, or offline. This status is visible to everyone in your network, and determines when and how you can be contacted and what notifications you will receive.

Channels

Channels are assigned by your admin and provide the ability to communicate in groups.

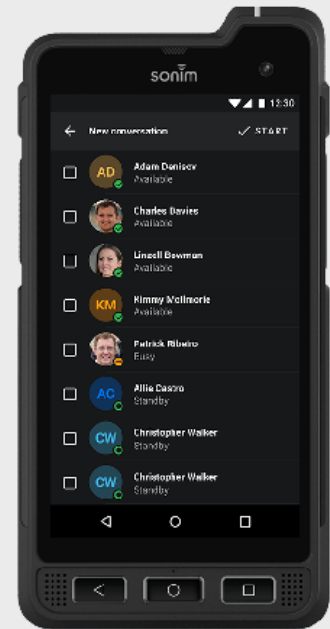
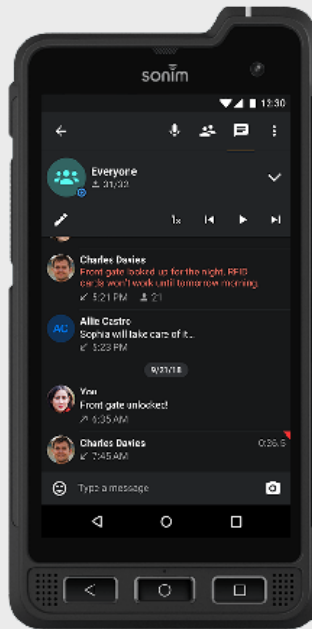
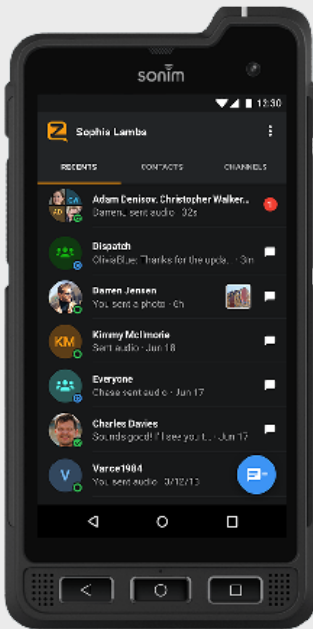
Channel messages are live:

If you disconnect or logout, Channel messages will not show up in your Local History or Recent screen. You can disconnect and stop hearing messages from a Dynamic Channel by tapping its power button on the right.



"Real time communication is important for business efficiency and customer satisfaction."

- Jay Meyer, ComTrans



Recents

Your recent channels/contacts messages appear under the recents tab.

This is particularly convenient if you only talk or listen to a select few users and channels.

Catch Up on Messages

To view previous messages received from a channel/contact, click on the square text icon at the top right of the Talk Screen.

Here you'll see all voice/text/ picture messages that you've received.

Create Ad Hoc Channels

From your Recents tab, click on the blue message button at the bottom right of the screen. This will take you to another screen to select users.

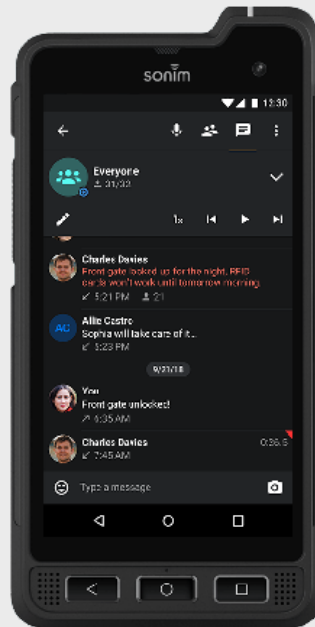
Choose the contacts with whom you would like to start a group conversation.

Once the contacts are selected click the "Start" button to create the group conversation.



"Zello has provided us with a big break when it comes to communications. Our team used to have radio comms to keep operations going, which was expensive, equipment had to be kept up and also range was an issue. With Zello, we have solved all our problems and have a clearer communications platform to operate on."

— Joshua Mori, Eastern Safety Service



Send Photos, Location or Text

To send a photo or text:

From the Talk Screen, click on the square text button in the upper right corner of the screen to access the message history page.

At the bottom right of the page, you'll see an icon of a photo. Clicking this icon will let you send a photo to the selected contact/channel.

To send a text message:

Type your text in the message field, then press the arrow button.

To send your location:

From the Talk Screen, click on the arrow to the right of the contact/channel name. Then click on the 'Send Location' option.



"Zello is easy to download and set up on all of our devices. We have multiple channels that we use on a daily basis."

— Robert Boden, Owner of Shield Security Solutions