



bin tally

USER GUIDE

BIN TALLY

A simple app the makes reporting bin numbers

 **COUNT
BINS**



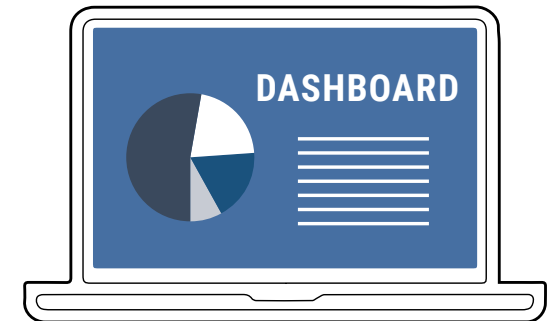
**USER-FRIENDLY DESIGN
STRAIGHT FORWARD PROCESS**

 **TRANSMIT
DATA**



**NO MORE CLIPBOARDS
NO MORE SPREADSHEETS**

 **REPORT &
MONITOR**



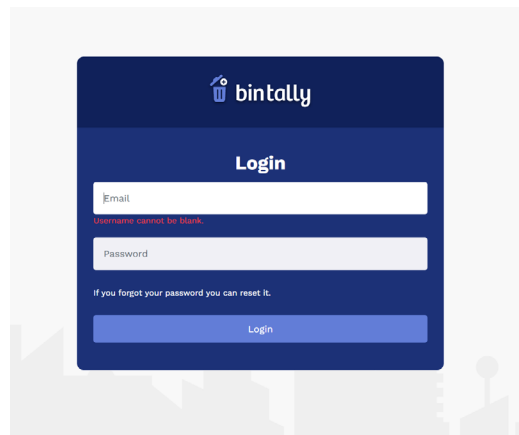
**CLOUD REPORTING DASHBOARD
VISUALISE & EXPORT DATA**

SETTING UP YOUR BUILDING

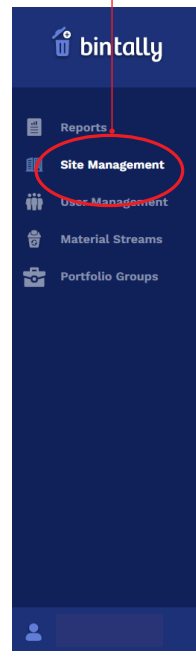
The following steps are for the building/cleaning manager. Complete these steps before you tally bins on the

1. LOGIN

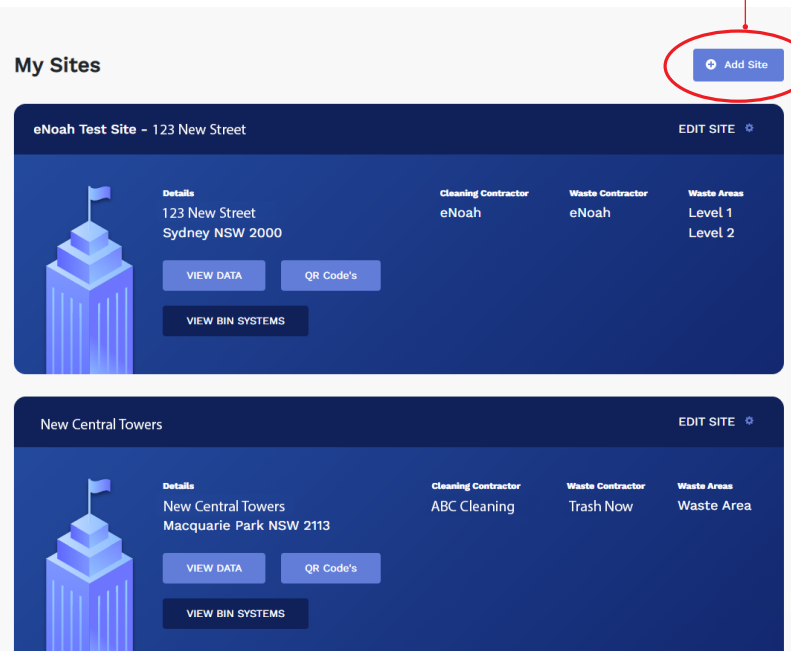
Log in at bintally.app



2. SELECT 'SITE MANAGEMENT'



3. SELECT 'ADD SITE'



SETTING UP YOUR BUILDING

The following steps are for the building/cleaning manager. Complete these steps before you tally bins on the

4. ENTER SITE DETAILS

5. ENTER WASTE CONTRACTOR AND
CLEANING CONTRACTOR DETAILS

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Reports
Site Management
User Management
Material Streams
Portfolio Groups

New Site [← BACK TO SITES](#)

Site Details

Site Name
Site (property/product) name

Address
Street number, street

City

State
Please Select

Postcode

Waste Collection Details

Waste Contractor/s

Cleaning Contractor/s

6. ENTER WASTE AREA NAME

7. ENTER ALL WASTE STREAMS ON YOUR SITE
AND THE BIN SIZE FOR EACH WASTE STREAM

NOTE: IF ONE WASTE STREAM IS MANAGED WITH
DIFFERENT SIZE BINS, THEY MUST BE ENTERED
AS SEPARATE ENTRIES

8. SELECT “ADD ANOTHER BIN TYPE” TO ADD ALL
WASTE STREAMS AND BIN SIZES ON YOUR SITE

9. SELECT SAVE AND YOUR BUILDING WILL NOW
APPEAR IN “MY SITES”

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Reports
Site Management
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Waste Areas (input information about your waste area/room and the systems on site.)

Area Name
(Ex - "Bin Room", "Loading Dock", "Dock 1", "Commercial Bin Room", "Retail Bin Room")

Waste Area

Material Stream	Equipment	Size	Pickup Frequency
Cardboard	Mobile Garbage Bin	1100 L	Daily
Food Waste	Mobile Garbage Bin	120 L	Daily
Select Material Stream	Select Equipment	Select Size	Select Pickup

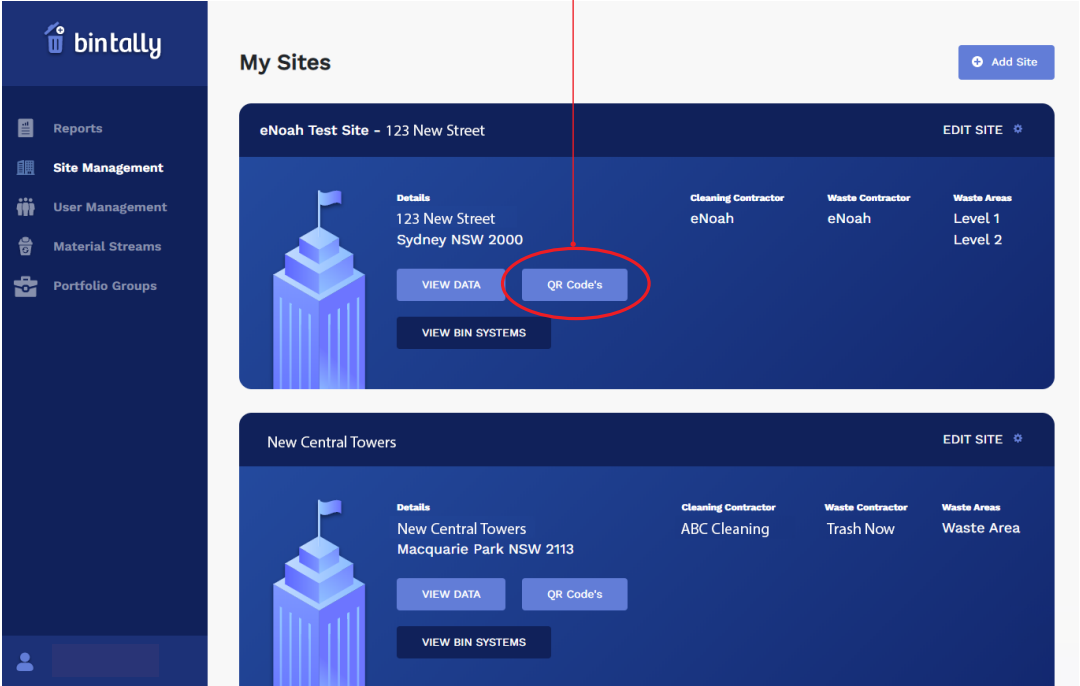
[+ ADD ANOTHER BIN TYPE](#) [+ ADD NEW WASTE AREA](#)

[Save](#) [Cancel](#)

SETTING UP YOUR BUILDING

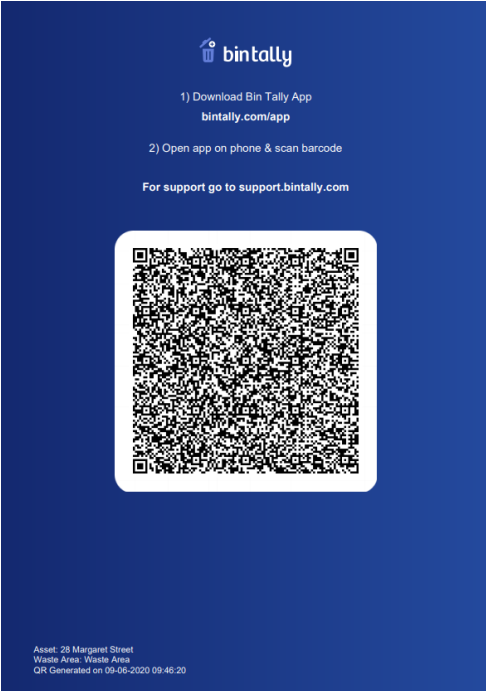
The following steps are for the building/cleaning manager. Complete these steps before you tally bins on the

10. DOWNLOAD & PRINT YOUR UNIQUE QR CODE



11. PLACE QR CODE IN AN APPROPRIATE LOCATION IN YOUR WASTE ROOM

This will be scanned before every tally - so place it in an obvious & accessible location

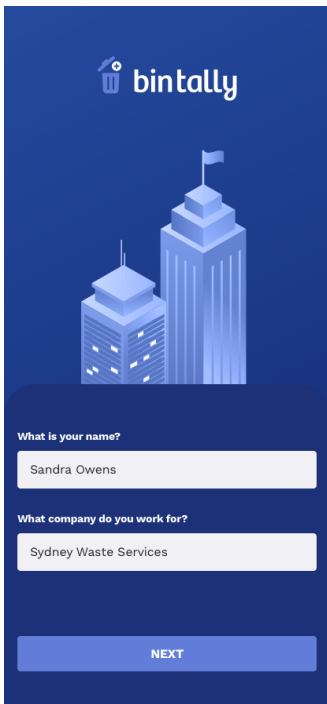


USING THE APP

Follow the steps below every time you need to tally your bins.

STEP 1. SIGN IN

Register your details - only required first time



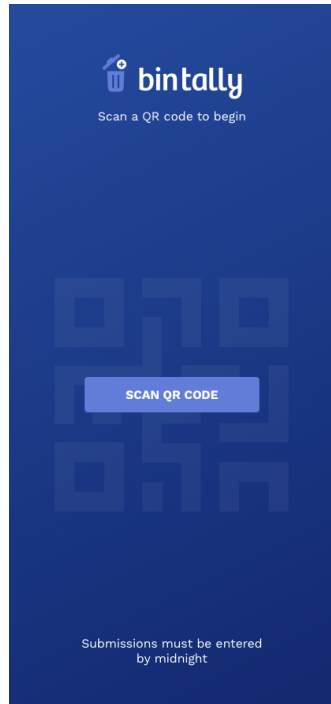
bintally

What is your name?
Sandra Owens

What company do you work for?
Sydney Waste Services

NEXT

STEP 2. PRESS SCAN QR CODE



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Scan a QR code to begin

SCAN QR CODE

Submissions must be entered by midnight

STEP 3. SCAN QR CODE

Position the QR code inside the frame



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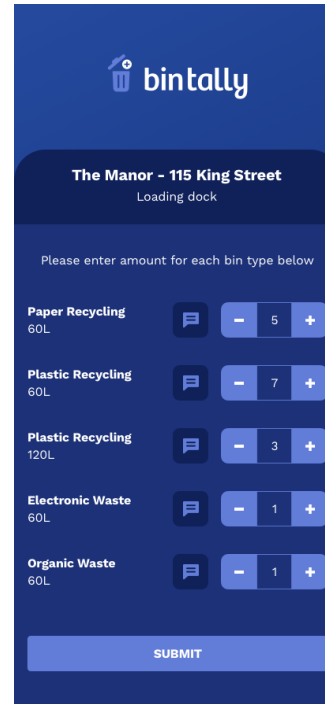
Align QR Code within frame to scan

SCAN QR CODE

CANCEL

STEP 4. COUNT BINS

Only tally the bins that will be collected that night



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The Manor - 115 King Street
Loading dock

Please enter amount for each bin type below

Paper Recycling 60L 5

Plastic Recycling 60L 7

Plastic Recycling 120L 3

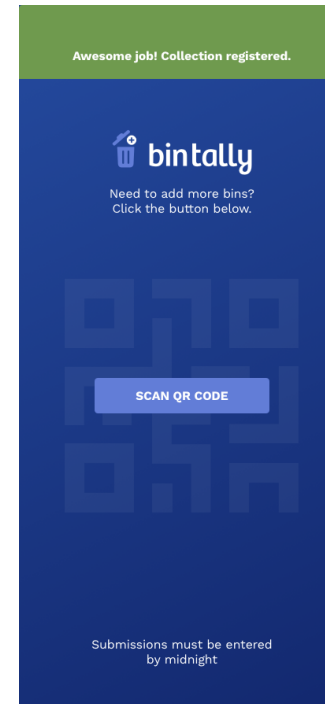
Electronic Waste 60L 1

Organic Waste 60L 1

SUBMIT

STEP 5. SUCCESS

You're all done!



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Need to add more bins?
Click the button below.

SCAN QR CODE

Submissions must be entered by midnight

TALLY PROCEDURE

SCAN THE QR CODE
ON YOUR WASTE
ROOM WALL



COUNT THE BINS
BEING COLLECTED
THAT NIGHT



ADD ADDITIONAL
COMMENTS IF NEEDED
I.E. CONTAMINATED

PRESS SUBMIT -
YOU'RE ALL DONE.

