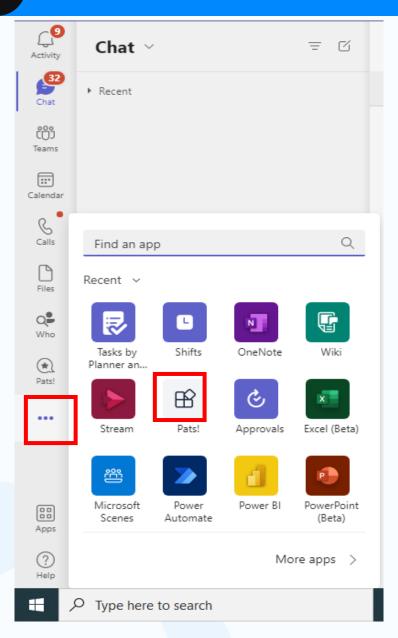




PATS Platform – User Guide





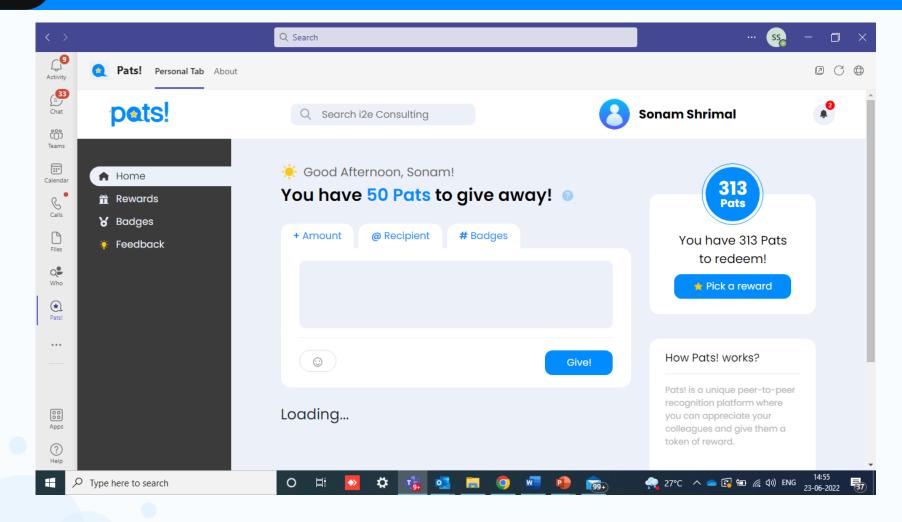
PATS is an incredible platform that gives you an opportunity to appreciate colleagues Appreciate each other for smallest of things ©

Step 1 : Go to Teams

Step 2 : Click on 3 dots

Step 3 : Click on PATS (It will take few seconds to open)

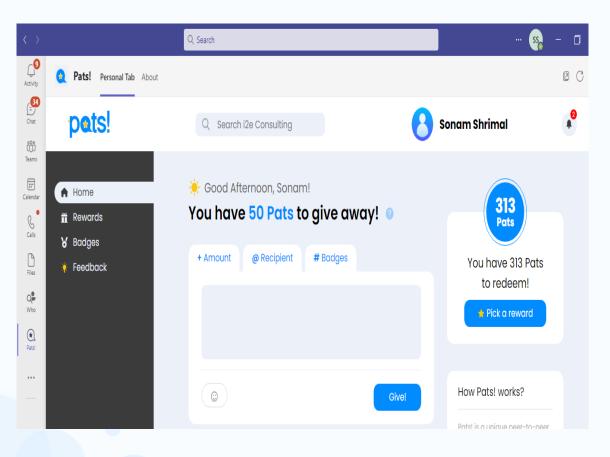




This is how the screen will look like. Every month you will get 100 PATS to give away. Each PAT is equal to 1 Rs. If you receive PATS, it will get accumulated & can be redeemed as an Amazon Voucher.

But if you do not give PATS, it will Lapse in month end. On every 1st of month; it will be reset to 100 PATS





- + Amount = The no. of PATS that you want to give.
- @ = Write the name of the person & select

Type the entire message.

You can also choose a hashtag from the available ones or write your own & click on give.

New Update

Now you can send Pats! to multiple people at once. Pat your teams back at once now. Here's how you do it.

Tag all the people in the post you want to give Pats!

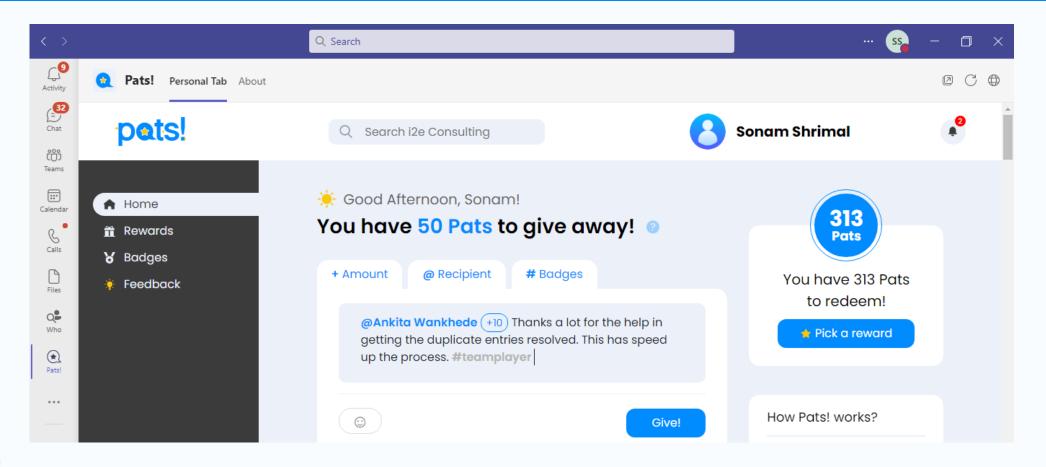
Add number of Pats! you want to give. The number of Pats should be divisible by number of people tag.

example. If you tag 3 people and you add +15 Pats! in the post. 15/3 = 5 Pats!. Everyone will get 5 Pats!

If you tag 3 people and you add +16 Pats! in the post, it won't work.

The condition is number of should be divisible by number of people tagged in the post. And the total number of Pats! should be equal to or less than the Pats! you have to give

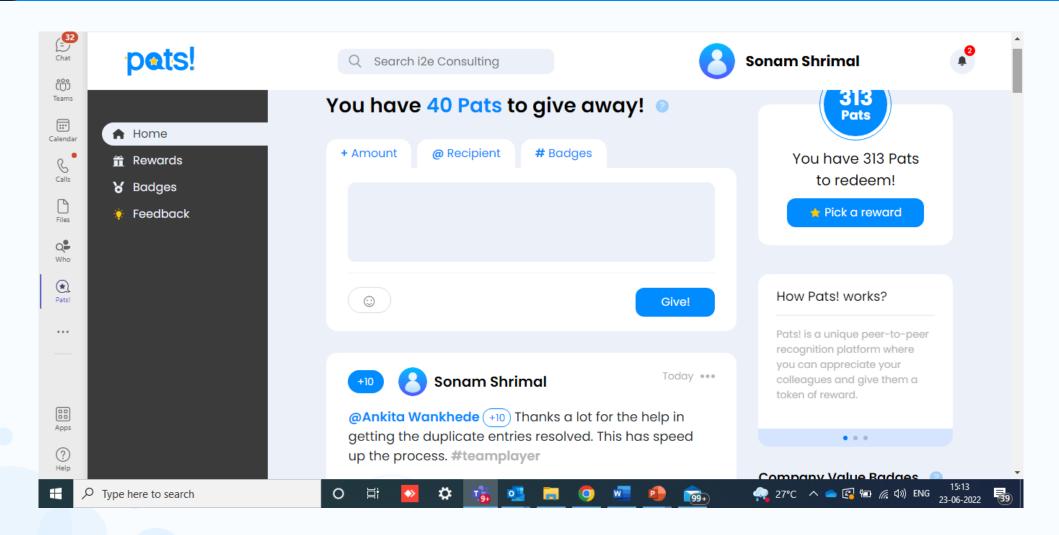




Above is the sample. Once you click on Give.

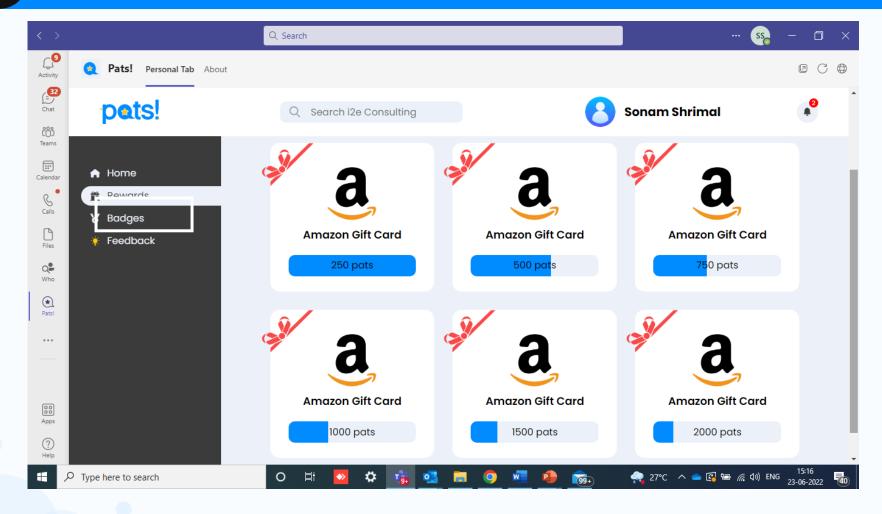
A notification will go to the person © & those many PATS will get deducted from your account.





10 PATS reduced from the account & post is showing on the feed.





You can redeem your PATS in the form of Amazon Vouchers. The moment you get points as per the above denominations (250, 500 etc.) Just click on it & an email gets triggered to us.

And you get an amazon voucher of the same value ©



