Who's Here in Google Chat

Ask who's on campus without opening the board.

Open the board at _____

Start a chat with Who's Here (one time)

1. Open **Google Chat**: **chat.google.com**, the Chat section of Gmail, or the Google Chat app on your phone.
2. Click **New chat**, then type **Who's Here**.
3. Pick the app with the **maroon person icon**, then click **Start chat**.

It now sits in your chat list like any conversation. Open it whenever you want to ask.

Using it in a team space? Click the space's name → **Apps & integrations** → **Add apps** → **Who's Here**. Only the person who asks sees the answer.

Type a command

`/whoshere`	Who's on campus, and where.
`/whoshere Taylor`	Look someone up by name: where they are, or when they were last here. Part of a name works.
`/allclear`	**Is it safe to arm the alarm?** Answers all clear, who's still here, or "can't confirm".
`/history`	Today's arrivals and departures. Add a name for one person: **/history Sam**

Type **/** in the message box to see the list. In your chat with Who's Here you can also type plain words: *all clear?*, a name, or *help*.

What the answers look like

```
/allclear
🟢 All clear to arm. No tracked staff are on campus.
```

```
/allclear
🔴 Not clear — 2 people on campus.
• Sam Ortiz — Gym (since 6:05 PM)
• Alex Rivera — Sound Booth (Here? last seen 4 min ago)
```

- 🟢 **All clear**: safe to arm.
- 🔴 **Not clear**: these people are still here. *Here?* means probably leaving, so ask again in a few minutes.
- 🟠 **Can't confirm**: the board has lost touch with the Wi-Fi. Walk the building before arming.
- *Not tracked*: staff with no phone set up; the board can't see them.

Not finding the app, or it says you're not on the list? Ask an administrator to give you access to Who's Here in Google Chat.