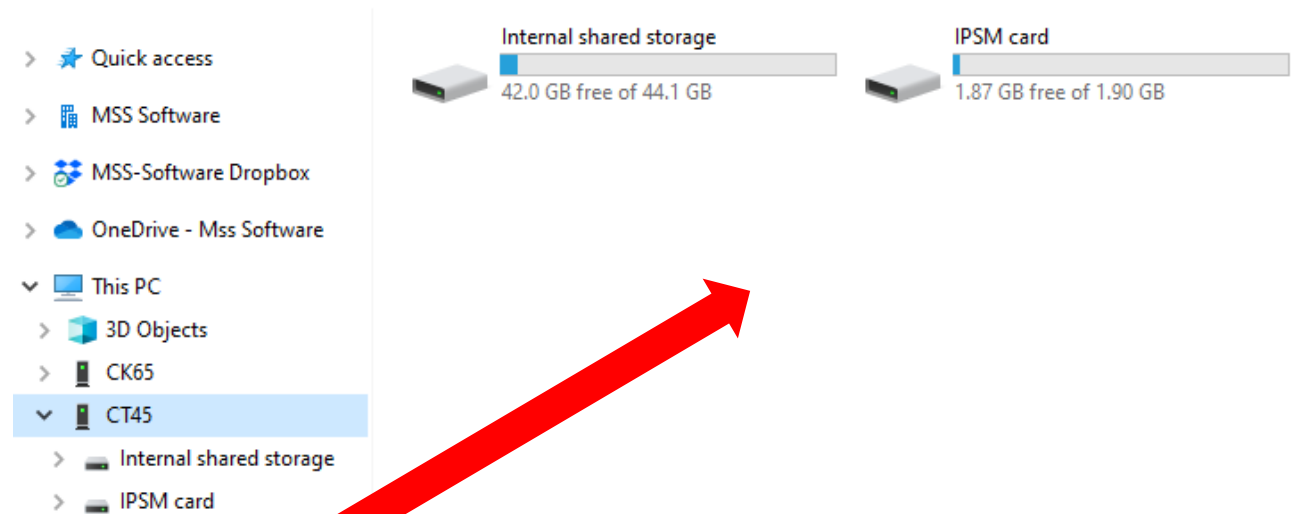# Archive Folder

VA CT45 Pocket Scanners

What is the Archive Folder?

- This is a folder on the scanner that you can view on your PC only when the scanner is connected.
- This folder keeps a copy of every Kwedge file transfer.

- The Archive Folder was introduced in an update that came out late 2022.
- This folder can assist when you may need to a) reload a file or b) make a change to a file that was previously transferred.

Where to find the Archive Folder

- The scanner must be "White-Listed by your IT department." *This should already be done if you have been using the scanners for a while.*

- To check if the scanner is "White-Listed" plug in the scanner via USB cable or Dock and open file explorer on the PC to see the files of the scanner.

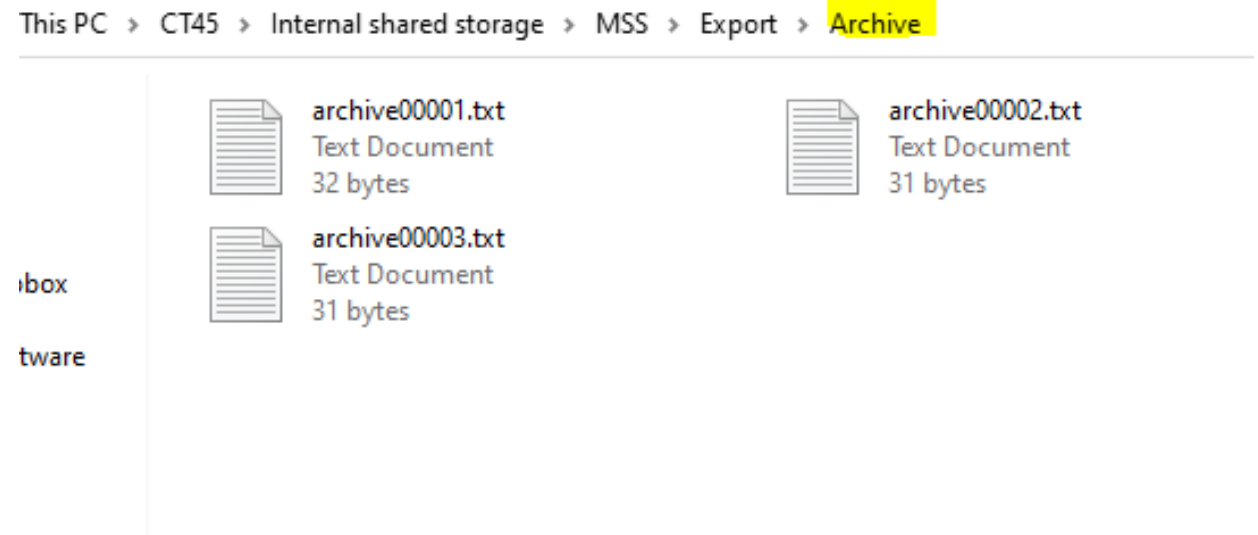- You should see these options when done correctly.

Where to find the Archive Folder

- To find the Archive Folder, connect the scanner via USB cable or dock. On the PC open your files then go to CT45 under This PC->click internal Shared Storage Folder->click MSS folder > click Export folder-> click Archive Folder.
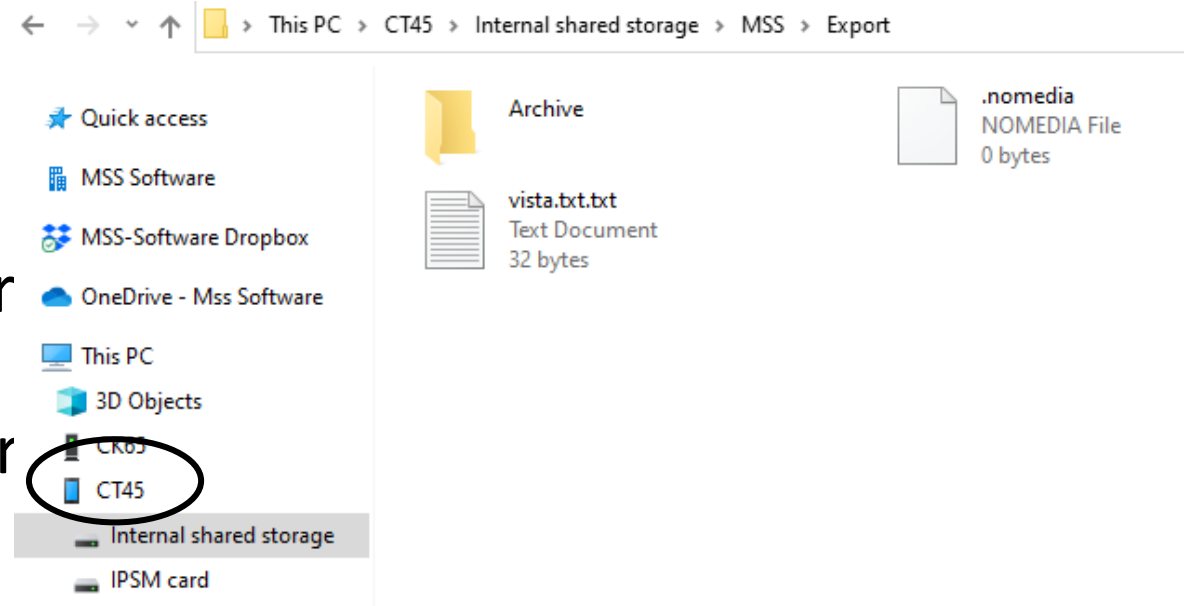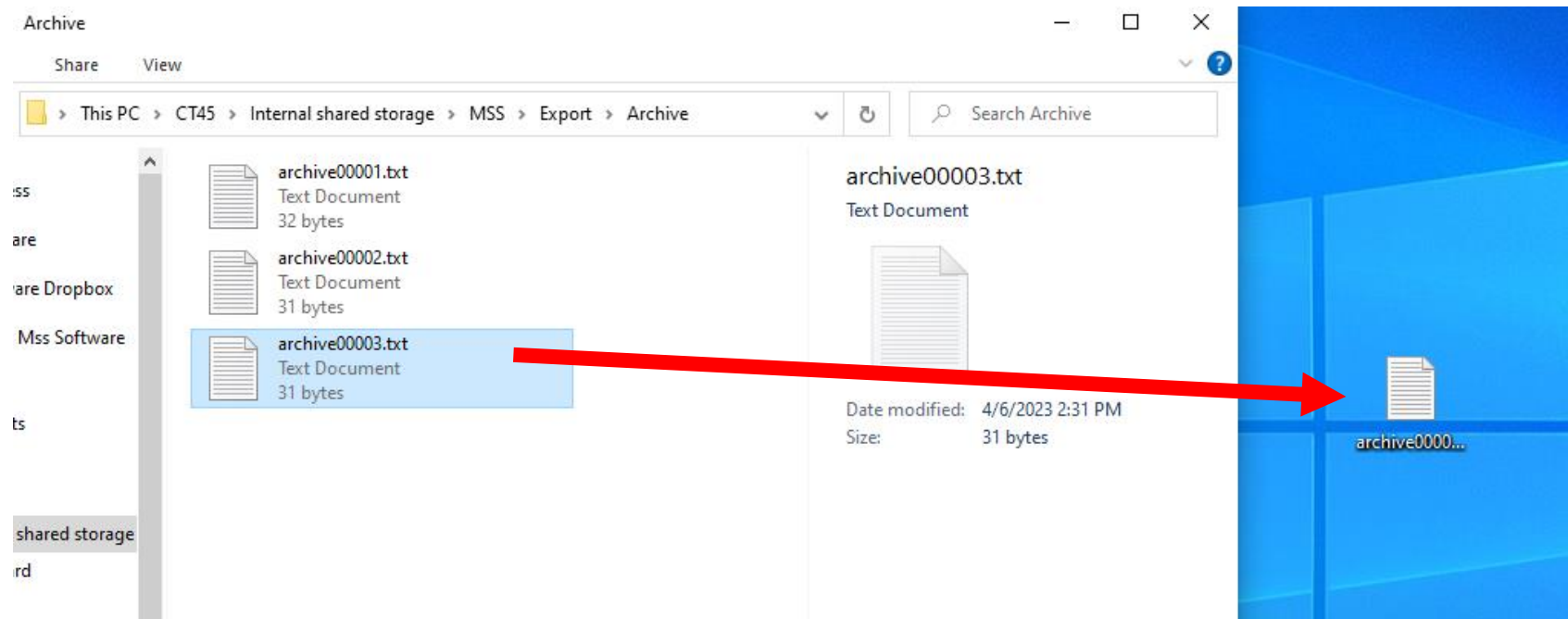
How to use Archive Folder

- EX. You took Inventory and miscounted an item, but you already pressed transfer on the gun.

- You *cannot* edit the file at this point.

- You *can* reload the file from the Archive File.

- The Archive folder has the files in numeric order. If the last file is the one you need to edit than it would be the highest number. In this example it would be archive00003.txt

This PC › CT45 › Internal shared storage › MSS › Export › Archive

archive00001.txt
Text Document
32 bytes

archive00002.txt
Text Document
31 bytes

archive00003.txt
Text Document
31 bytes

box

tware

How to use Archive Folder

- Take the desired file and save it to the desktop of your computer.
- You can drag the file straight to the desktop or copy and past the file.
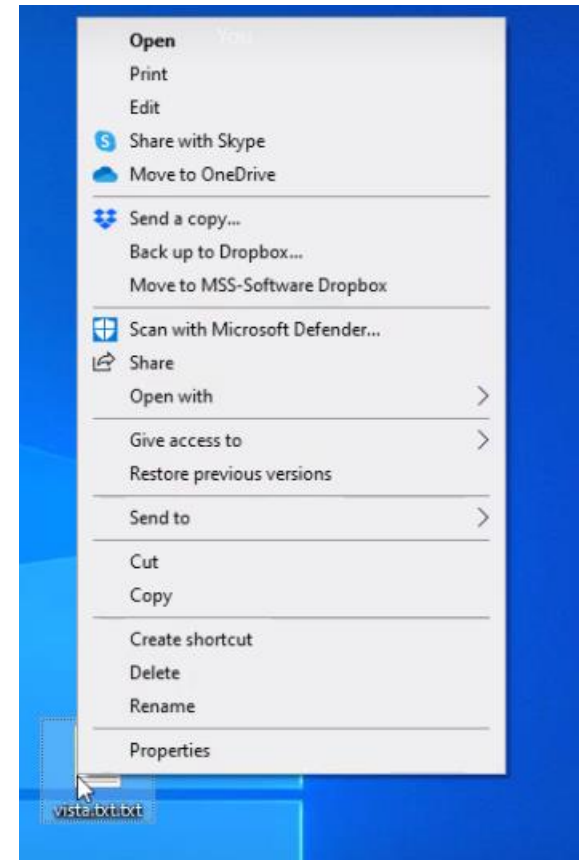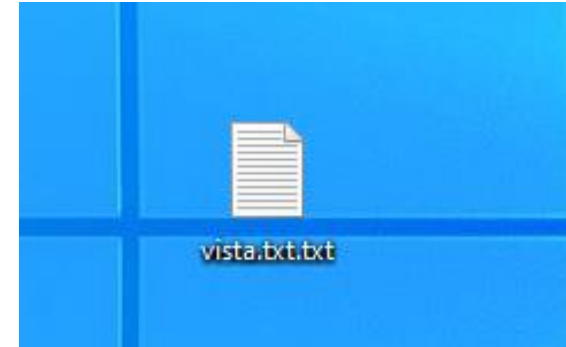
How to use Archive Folder

- On the desktop of the PC, double click to open the text file. This is where you would edit the data. (If needed)

In this example we are changing the qty for item IE558 666008 from one to three. *YOU MUST CLICK FILE AND SAVE TO SAVE ANYCHANGES. .
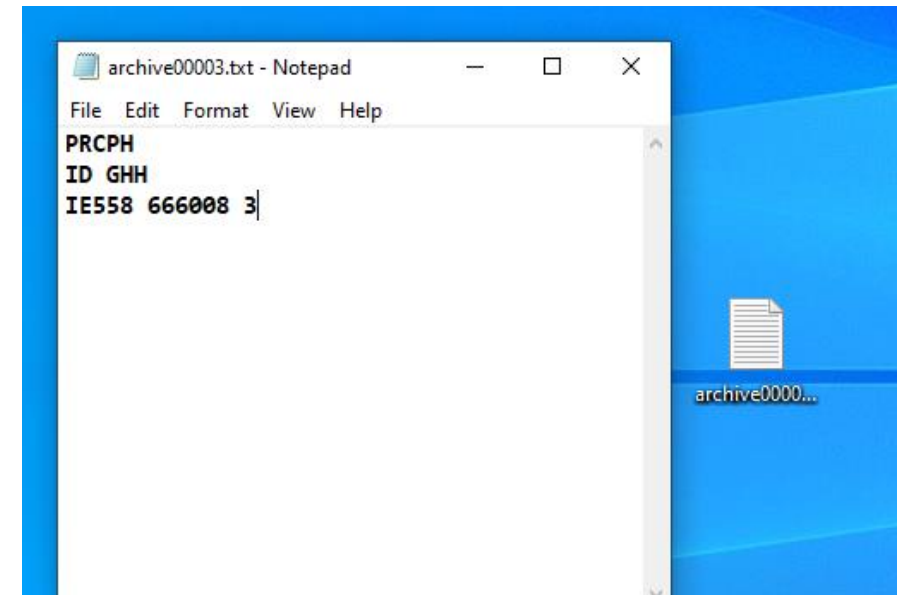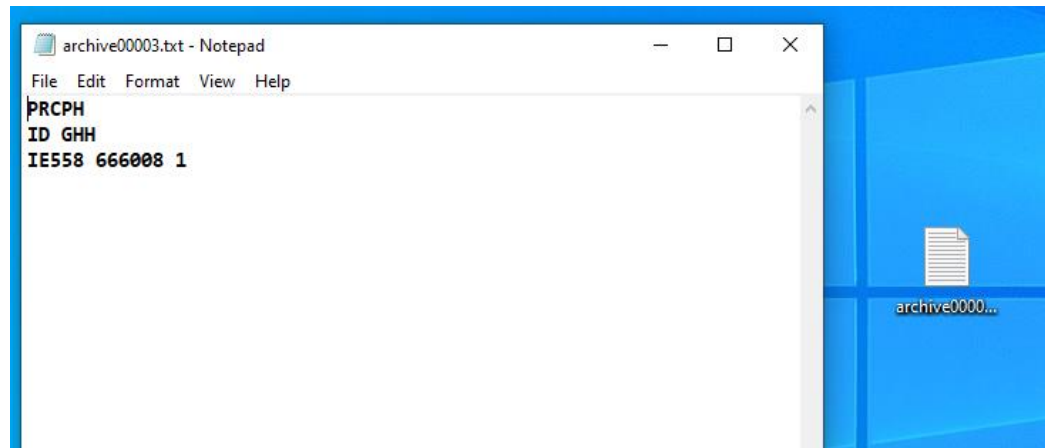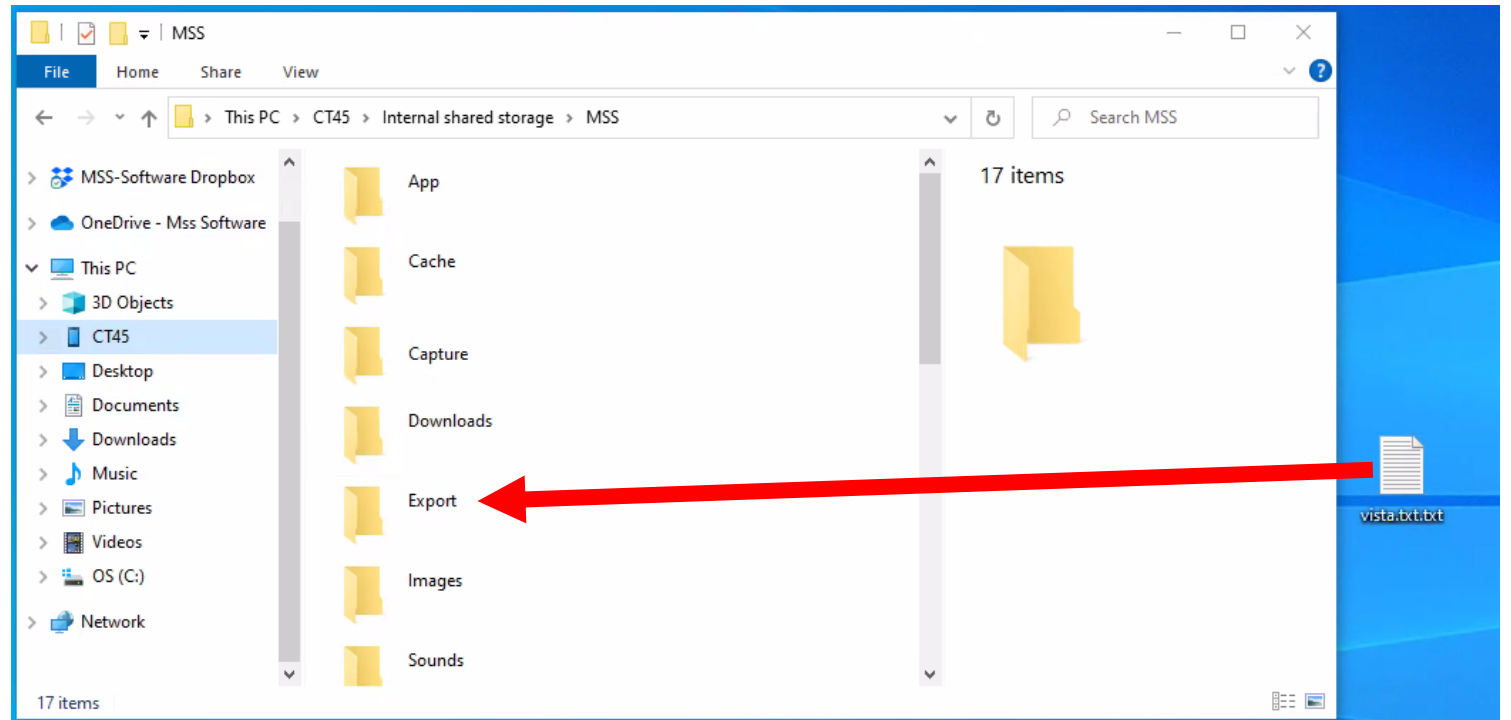
How to use Archive Folder

- Right click on the text file after you have saved any changes and rename the file name to **vista.txt.txt**

- Note: It is extremely important to have the exact file name as listed above or Kwedge will not find the file and it will give you an error.
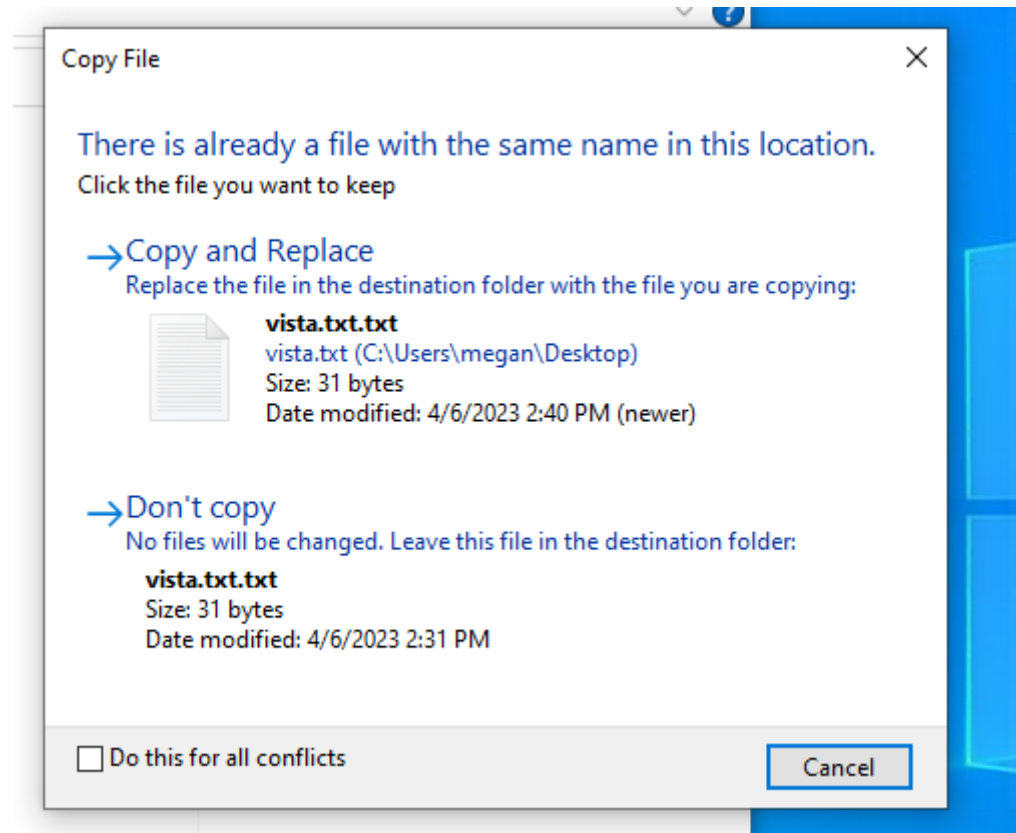
How to use Archive Folder

- Now we are going to drag the file into the **EXPORT** folder <u>not</u> the archive folder.

How to use Archive Folder

- If there is an existing vista.txt.txt file in the export folder, you will see this pop up.

- If you do not need the original file that is there then go ahead and click copy and replace.

- If you need the file that is there, click cancel and transfer the original file so you can export that data. Failure to do so will cause the data to be written over by the new file.

How to use Archive Folder

- Now the file we needed to edit or reload is in the export folder. Choose your target and transfer on Kwedge.

- If you have not been using Kwedge for a while, you may get an error in which you need to reload Kwedge/vista.

- Click transfer you should see the desired data.
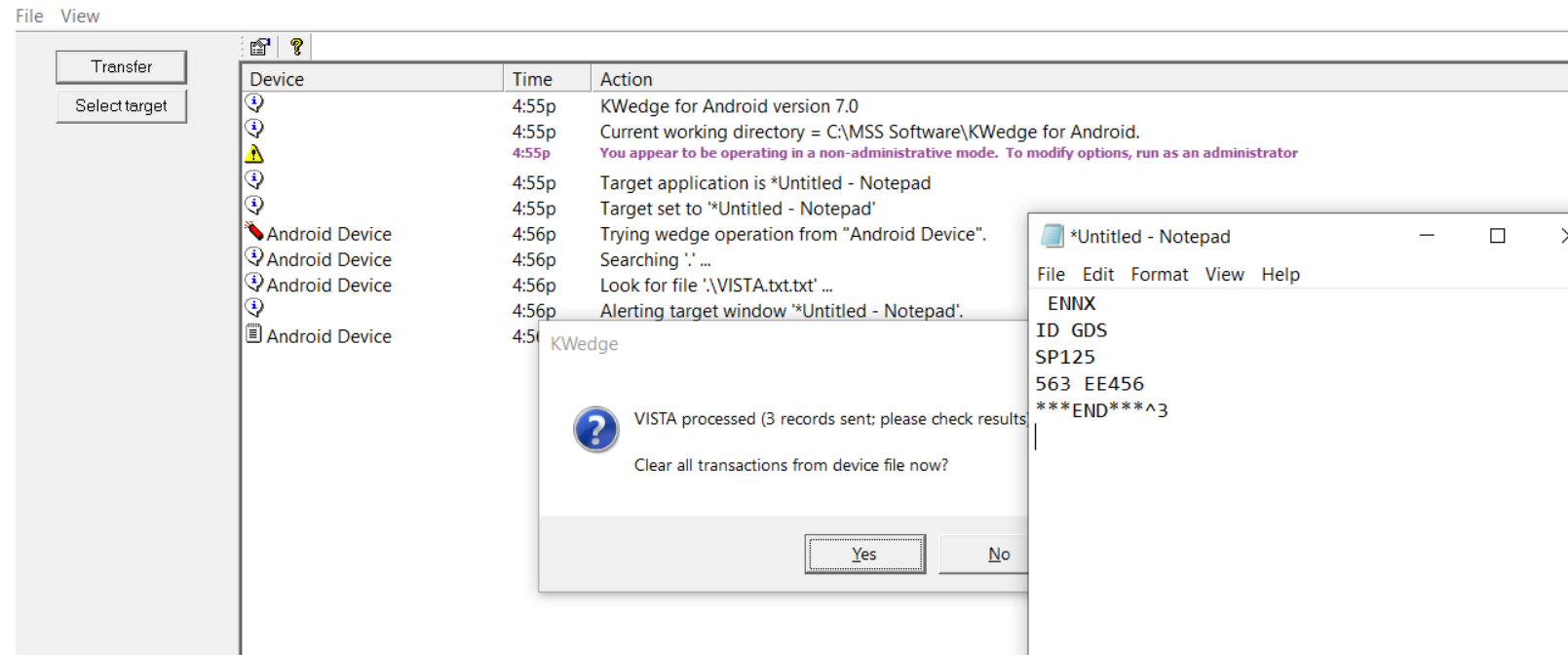
Troubleshooting

- File Extensions: There is a chance that you may be double renaming the file depending on your view.

- Click view.

- Make sure that the "file name extensions" box is selected.

- Update the name of the file if needed.
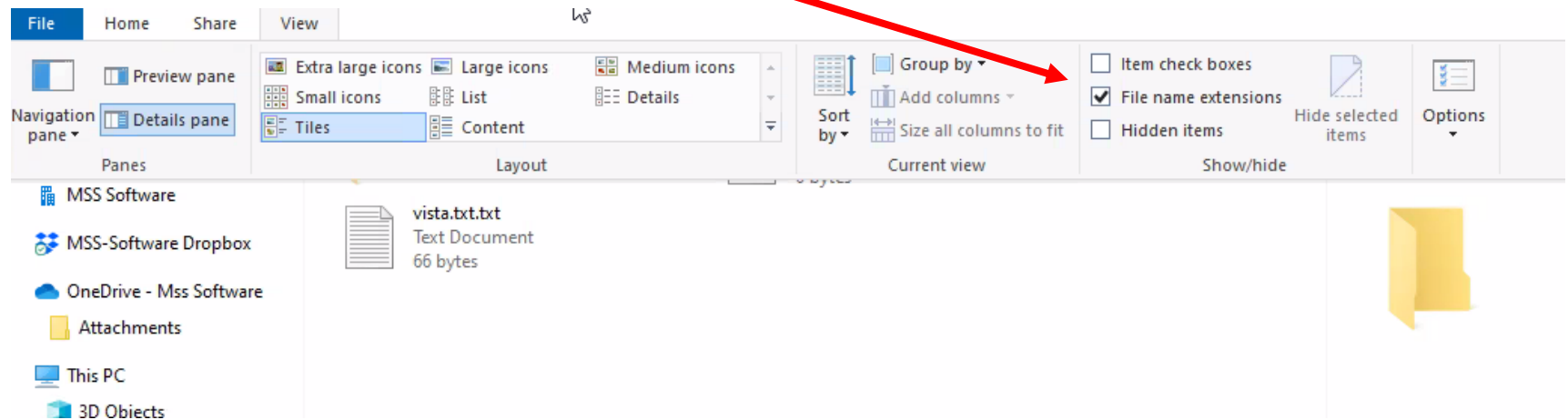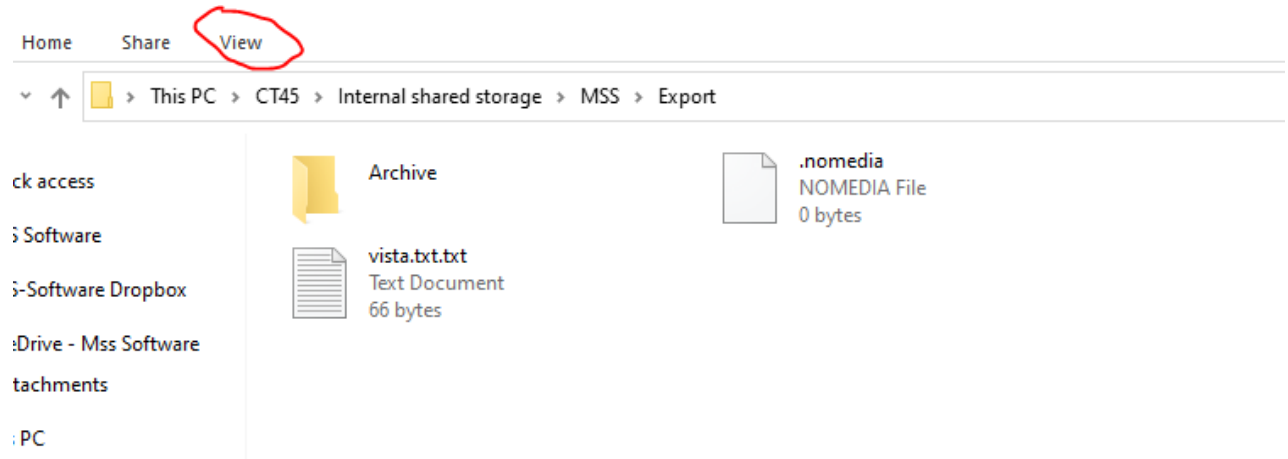
Trouble shooting

- You can also double check by right clicking on the file and click properties

- The purpose of double checking this step is to make sure the file was named correctly.

- If the file is named *ANYTHING* other than vista.txt.txt Kwegde will not be able to find the file.

- Ex. Kwegde will not work if the file is accidently named vista.txt.txt.txt
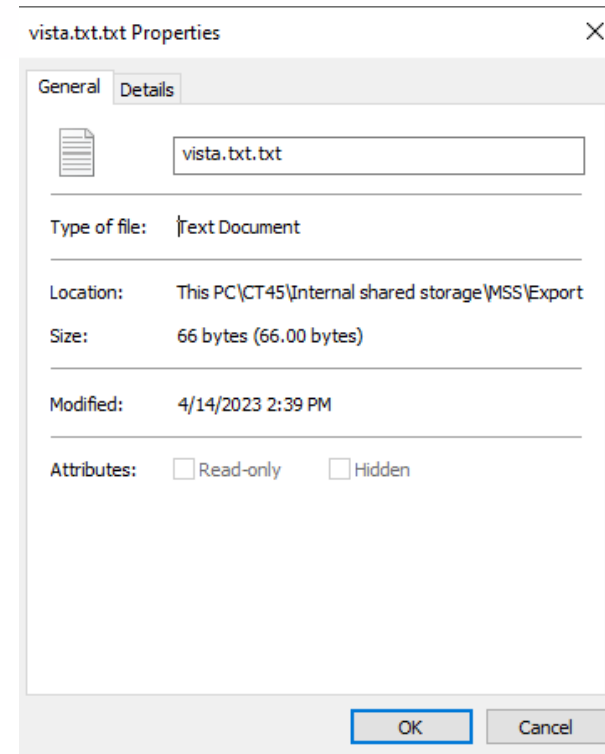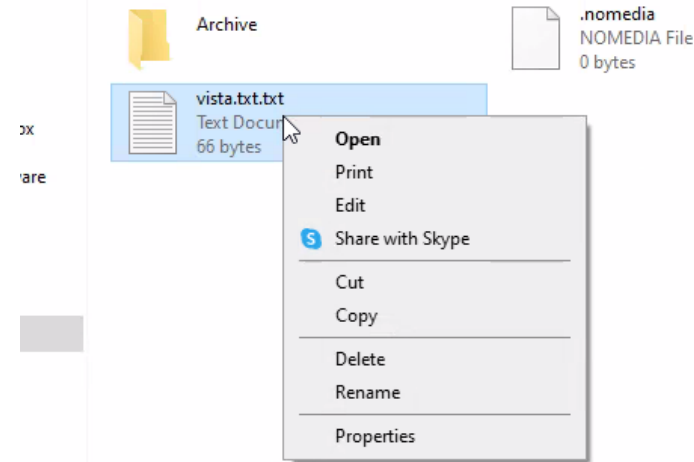
Archive Folder FAQ

- Q. Why is my scanner losing data?

- A. The scanner has NOT lost any data. The scanner holds the copies of files transferred in the Archive Folder. There is a good chance it is a training/process issue. Remember, there was a big change where you now have to press transfer on the scanner then transfer on the PC.

- The only difference between the windows devices and the brand new android scanners is you **CANNOT** make any changes to the file once you select transfer on the Scanner. Keep in mind that there is a review section where you can review/edit your data before pressing the transfer button
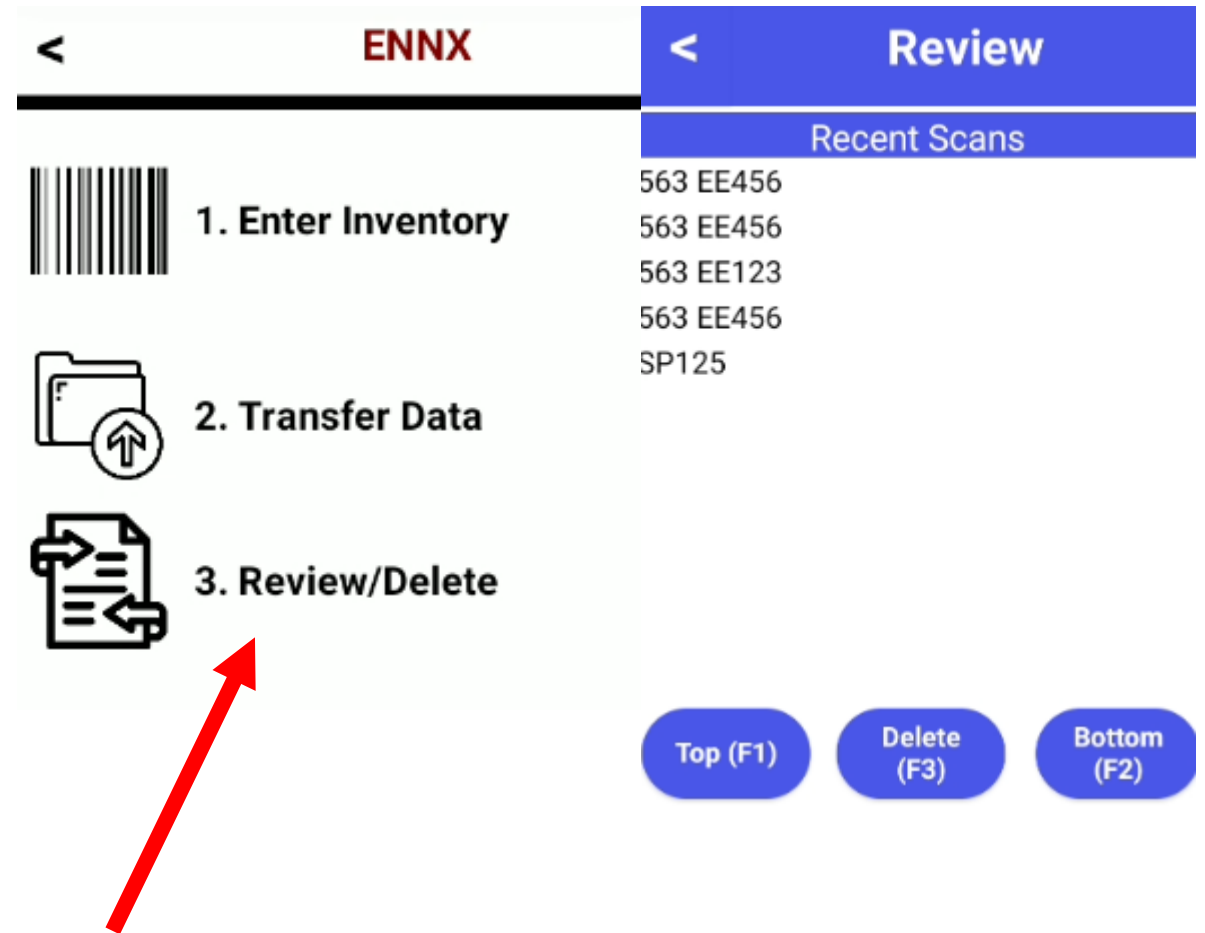
Archive Folder FAQ

- Q. What is Whitelisted?

- A. The VA have security programs in place to block outside devices. These programs will prevent you from viewing the scanner files at first. To view the scanner files, you will need to ask your IT Department to whitelist the devices so the USB port can be used. If you can view the files on the scanner (as shown below) the scanners have been whitelisted.
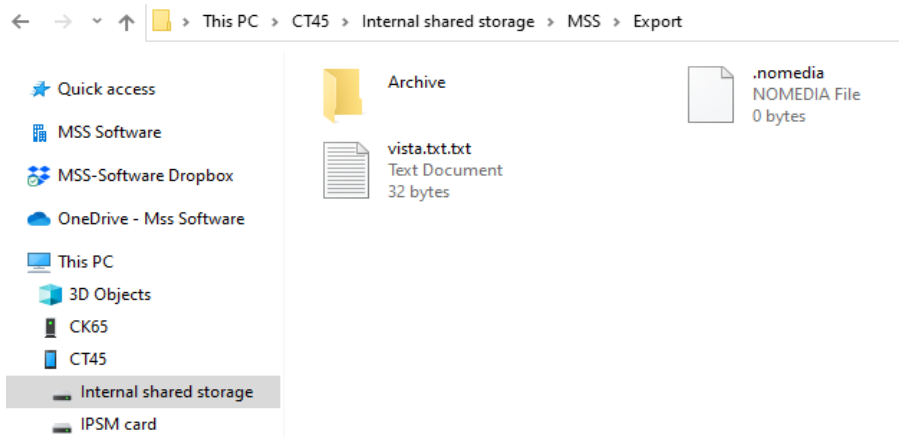
- Q. I downloaded files from my scanner, why are they not on my other workstation?

- A. The scanners are interchangeable between workstations and do not have to be "married" to one workstation. However, if you do pull files from the archive folder on the scanner, ONLY on the specific PC that the scanner was linked to when the files were pulled will have access to those files. Note: files are NOT shared between the PCs.

Archive Folder FAQ

Q. Can I delete the files in the Archive Folder?

A. You could, **however,** this is only copy of the file and if you delete these files there is no way to recover that data other than redoing the inventory. The scanner can hold thousands of files. **_It is in your best interest to not delete any data files in the Archive Folder._**

Q. I have two vista.txt.txt files in the EXPORT folder. I am getting an error, why?

A. There can only be one vista.txt.txt file in the export folder. Kwedge will get confused due to the multiple files and will give you an error. This is unusual since the popup should notify you of the duplicate name but can happen.

Q. Do I have to use the Archive Folder?

A. No, the Archive Folder is only there to help if you have pressed transfer on the scanner and need to make changes or need to reload that specific file.

Q. Do I need a different version of Kwedge?

A. You need the latest version of Kwedge which is version Kwedge 7.0-for Android ver. 5

About KWedge™

KWedge 7.0-for Android ver. 5

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