User Guide for DEA Inventory Scanners

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All Imagers

Imager (LED / Laser Aperture)

Touch Panel

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Notification/Scan/ Battery Status LEDs

Power Button

Scan Buttons

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Microphone

Keypad Status LEDs
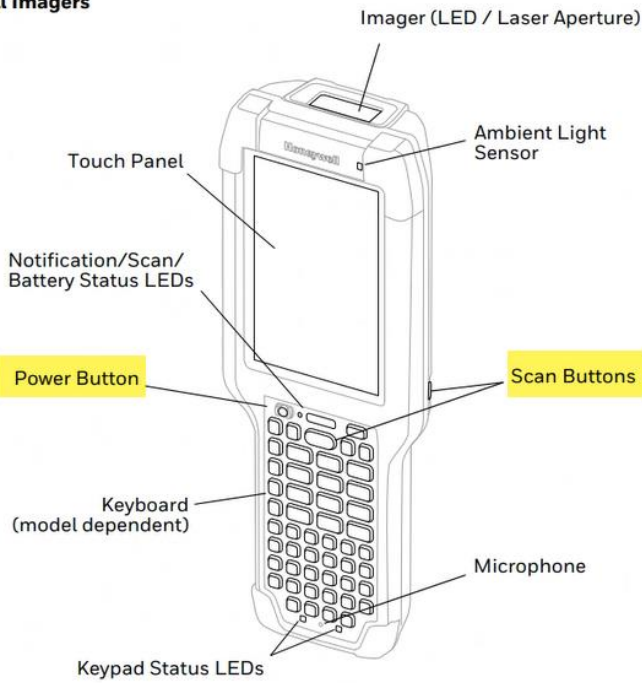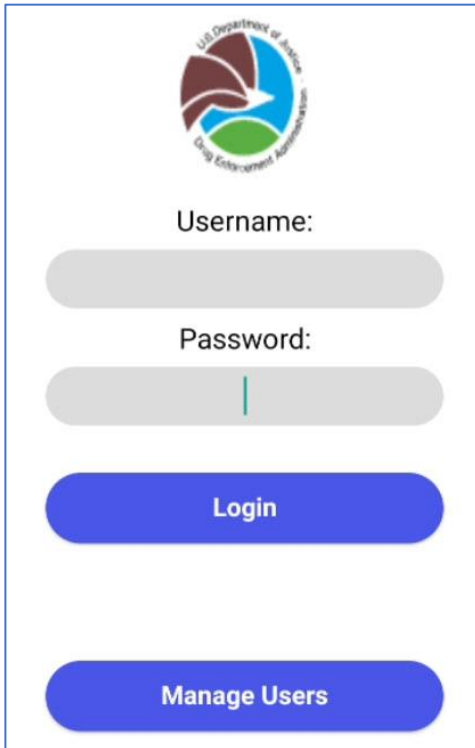
CK65 Model with N6703 Imager
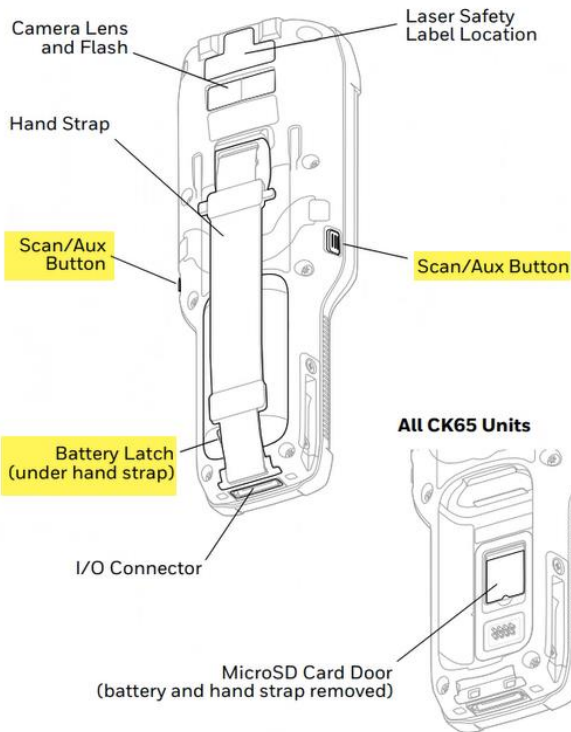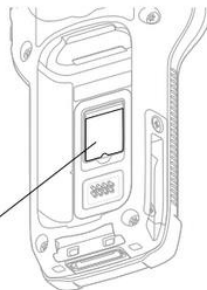
Camera Lens and Flash

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Scan/Aux Button

Scan/Aux Button

Battery Latch (under hand strap)

I/O Connector
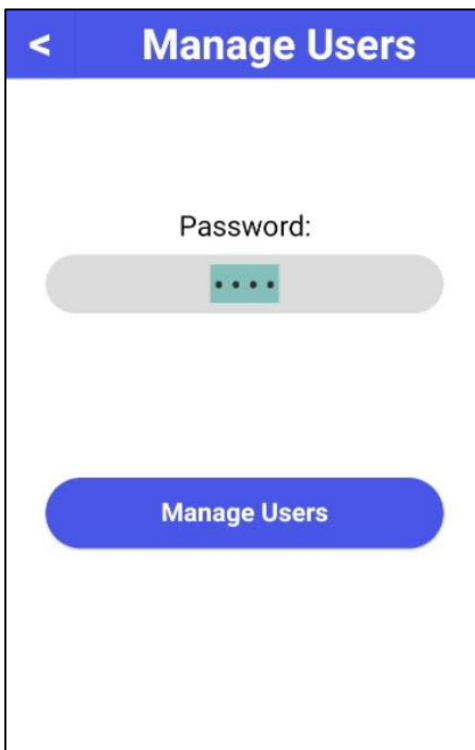
All CK65 Units

MicroSD Card Door (battery and hand strap removed)

Login

Login Screen when application is first launched.

- If no Usernames are visible, then no users have been created
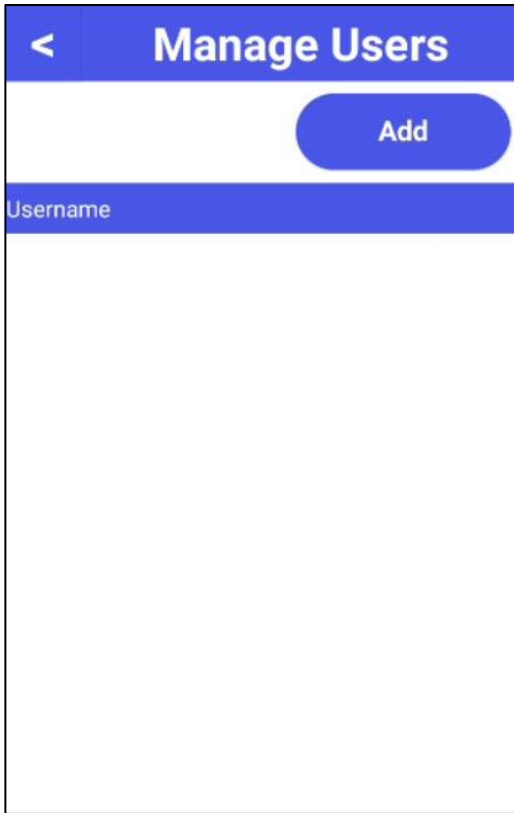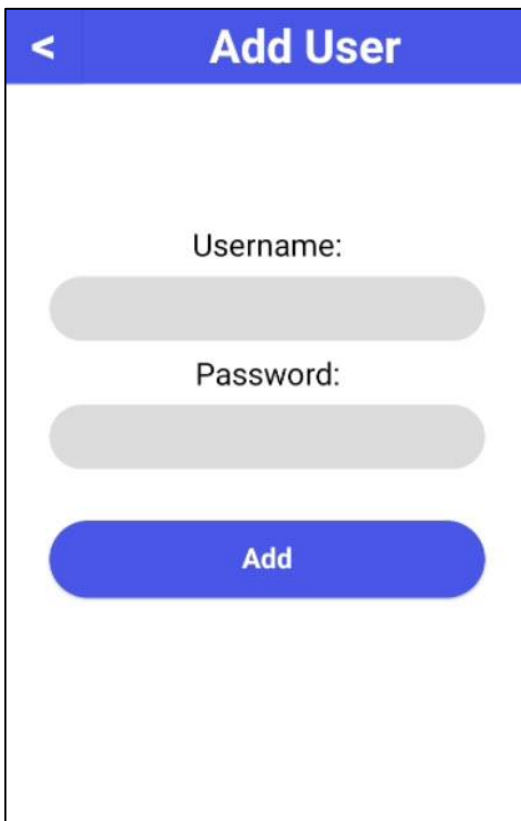- Tap the "Manage Users" button to initiate the process for creating a user
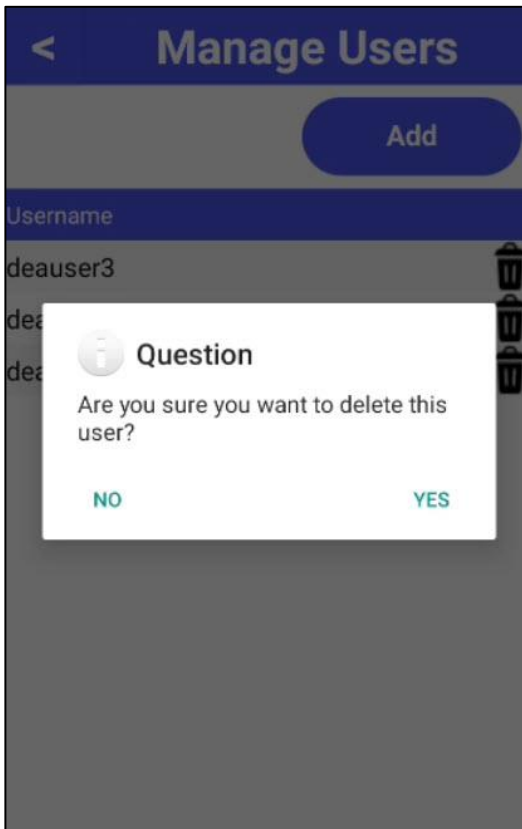

Enter in the Password (0000)

No users are listed so one must be created
Tap on the Add button
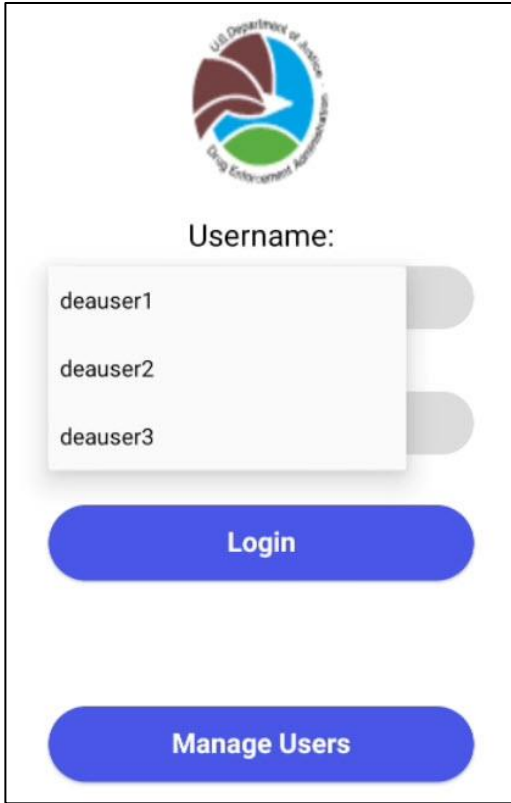
Enter in a username and password then tap "Add"

Add as many users as desired. Tap the back arrow to return to the Login screen

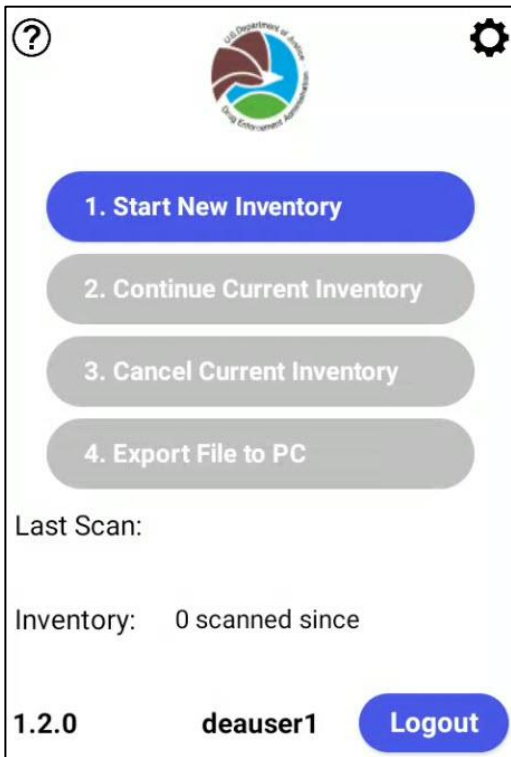Tap the trash can icon to the right of the users to delete one.

Tap Yes to remove the user or No to keep the user

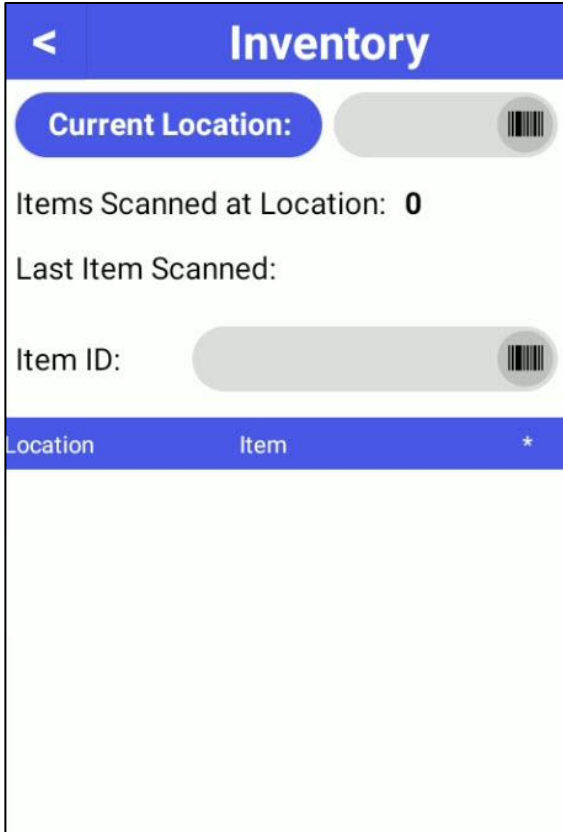Added users can be viewed and selected using the drop down menu

Enter the password and tap Login

Inventory

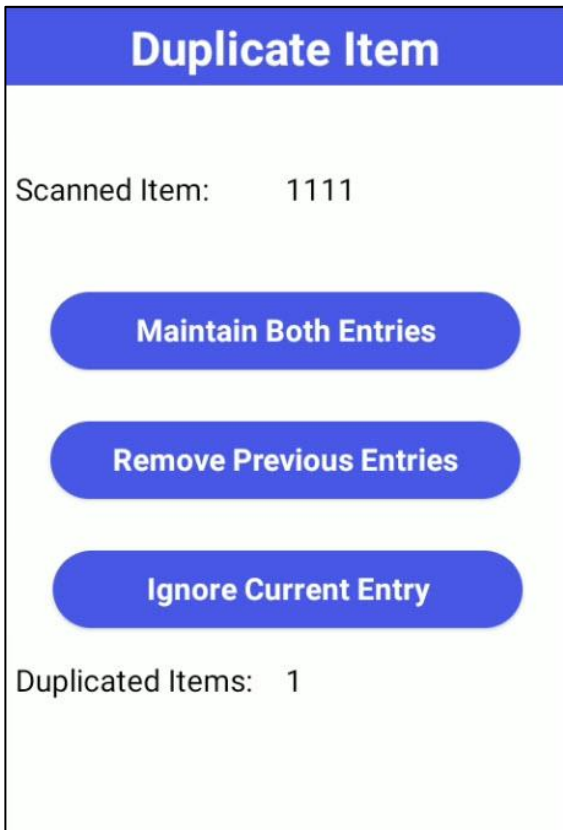The Main Menu will only have option 1. Start New Inventory available.

Users can either start a new inventory or logout.

Inventory

Current Location:

Items Scanned at Location: **0**

Last Item Scanned:

Item ID:

Location   Item   *

Selecting option 1. Start New Inventory will bring up the Inventory screen.

Scan or Type in a location

Then Scan or Type in an Item ID

Duplicate Item

Scanned Item: 1111

Maintain Both Entries

Remove Previous Entries

Ignore Current Entry

Duplicated Items: 1

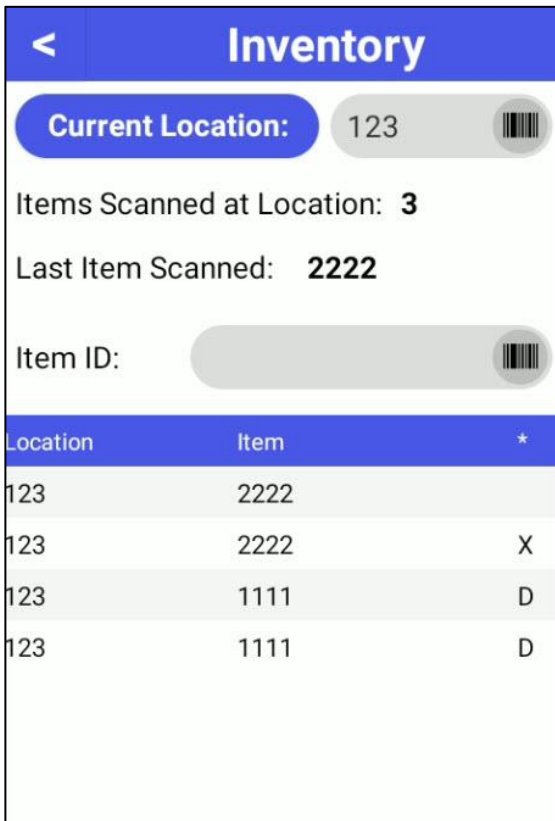If a Duplicate Item is scanned the application will bring up a menu so the user can decide what action to take.
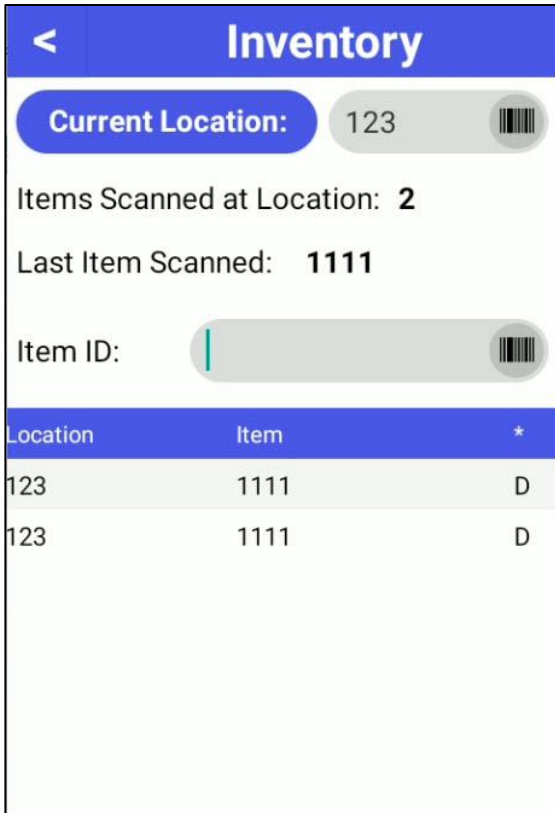
If **Maintain Both Entries** is selected the application will mark both records as Duplicates as noted by the "D" in the third column
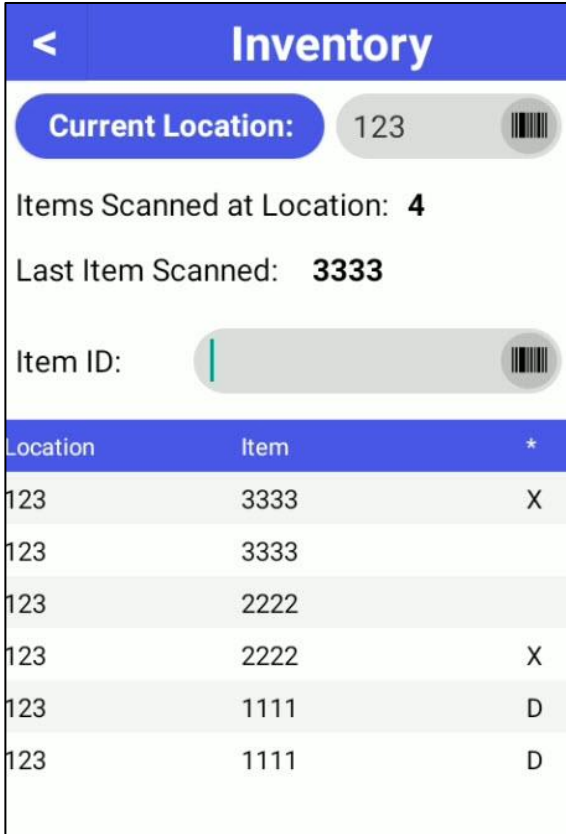
Key
D = Duplicate

If **Remove Previous Entry** is selected the application will mark the *first* record as "deleted" as noted by the "X" in the third column
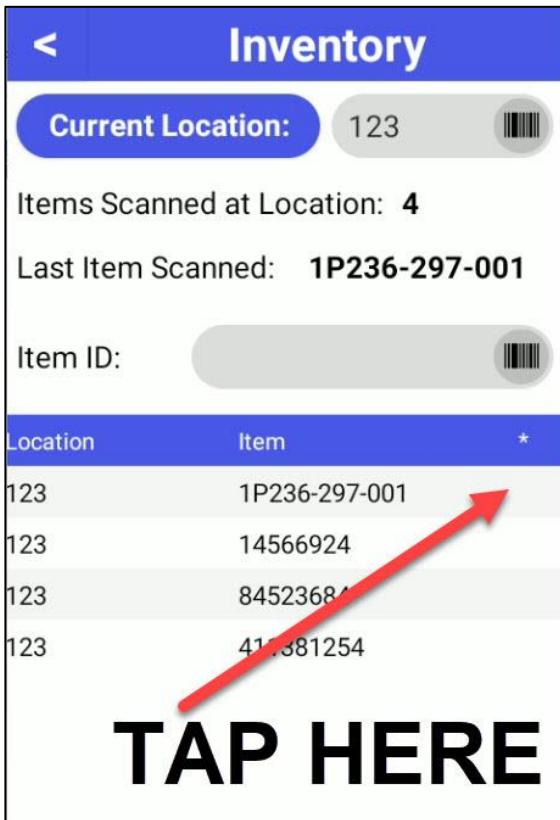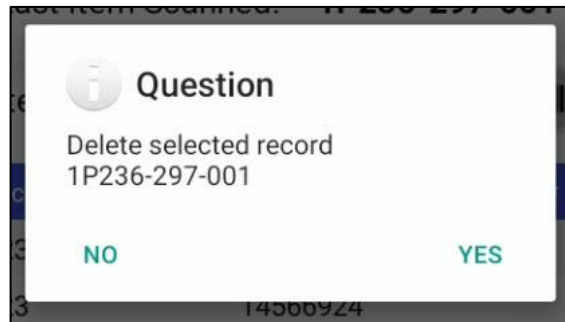
Key
D = Duplicate
X = Deleted

If **Ignore Current Entry** is selected the application will mark the *last* scanned item as deleted as noted by the "X" in the third column
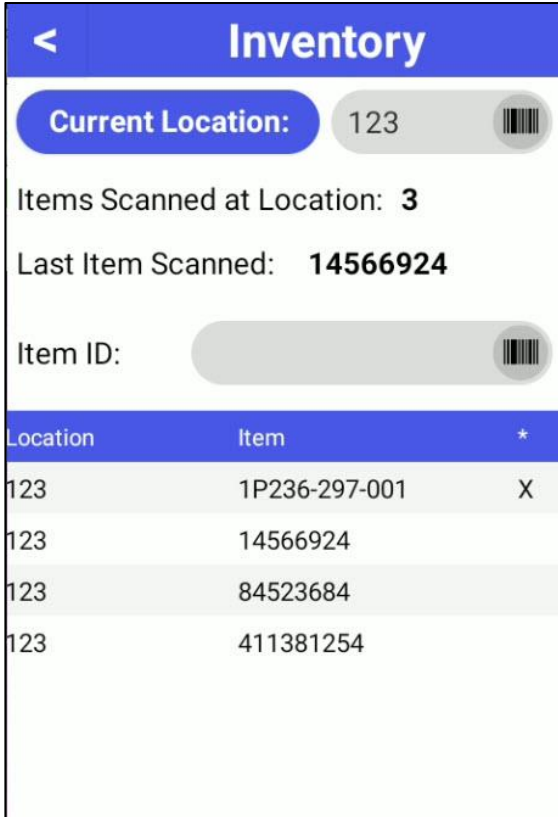
Key
D = Duplicate
X = Deleted
[blank] = OK

To manually delete a record, tap next to the record under the 3rd column.

If Yes is selected the record will be updated to show it has been deleted as noted by the "X" in the third column
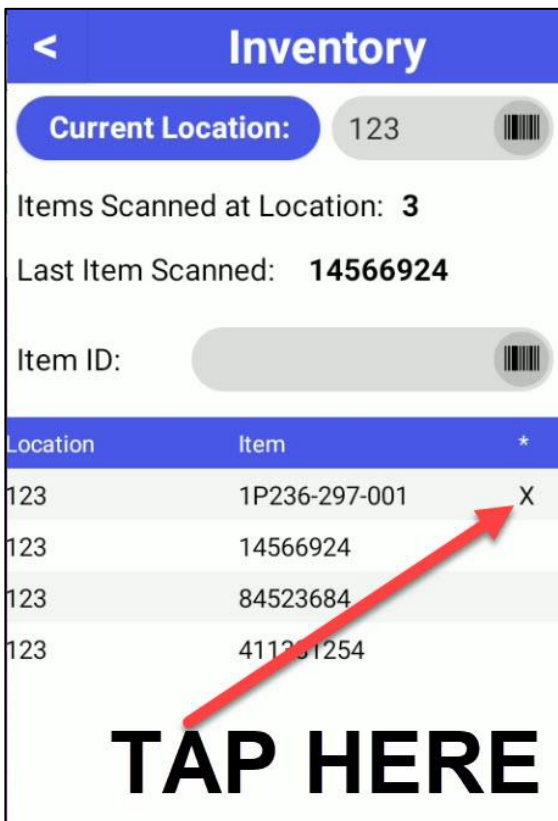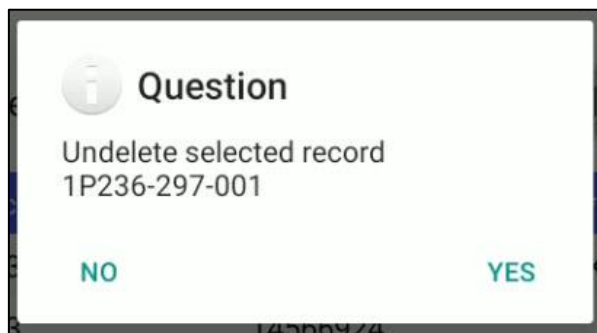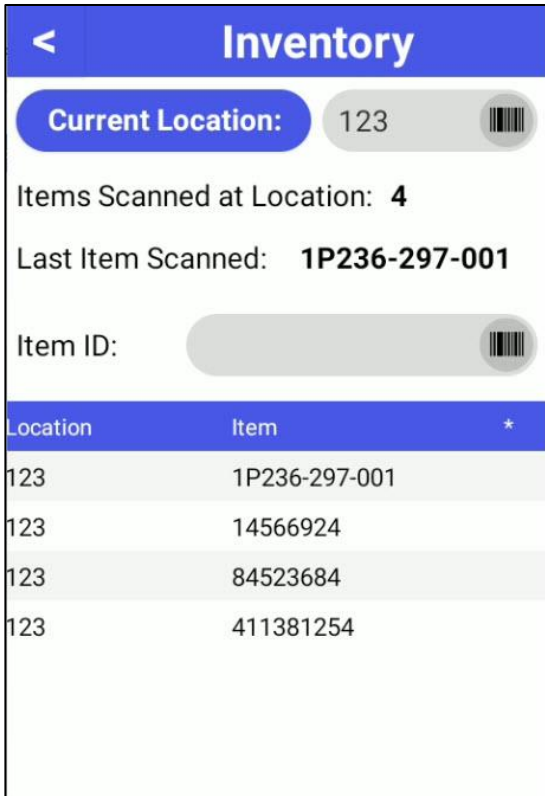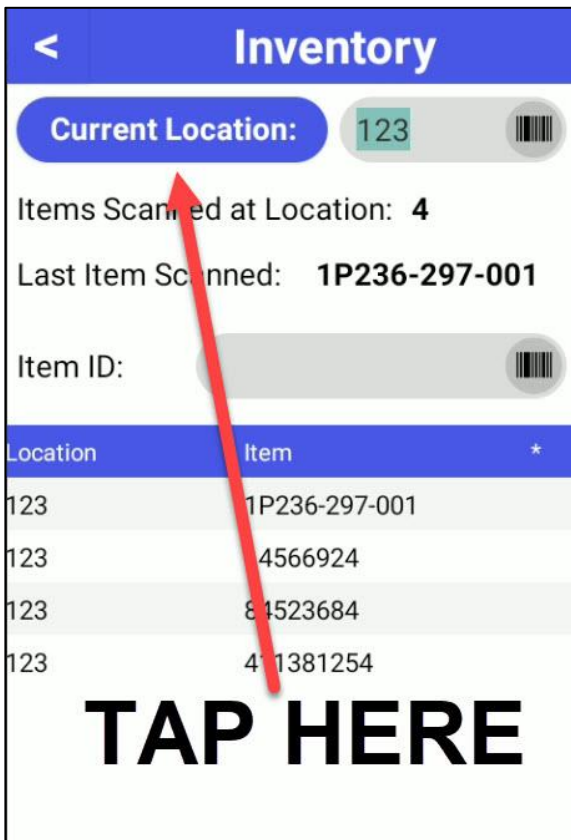

To manually undelete a record tap next to the record under the 3rd column.
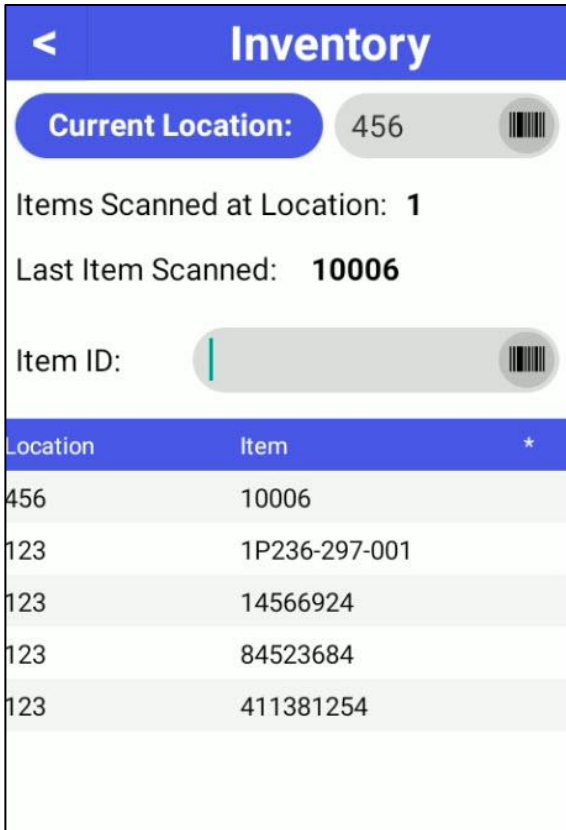
If Yes is selected the record will be updated to show it has been un-deleted as noted by the removal of the "X" in the third column
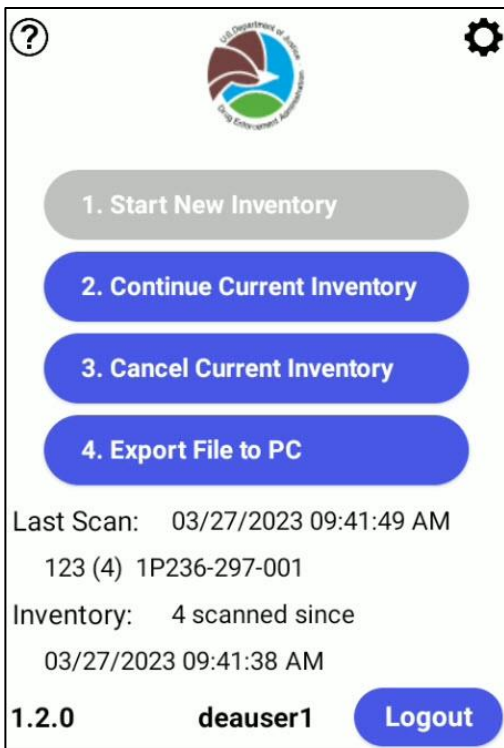

In order to change the entered location, tap on the "Current Location" text.

Enter in the new location then scan or type in an Item ID, the new location can be seen in the list of scans.

Items Scanned at Location will also reset to start counting again after the new location is entered.

Main Menu Options

Once Inventory has been started the Main Menu will open up the remaining menu options.

2. **Continue Current Inventory**: return to the inventory scanning screen and continue to collect scans

3. **Cancel Current Inventory**: Delete all collected scan from scanners memory
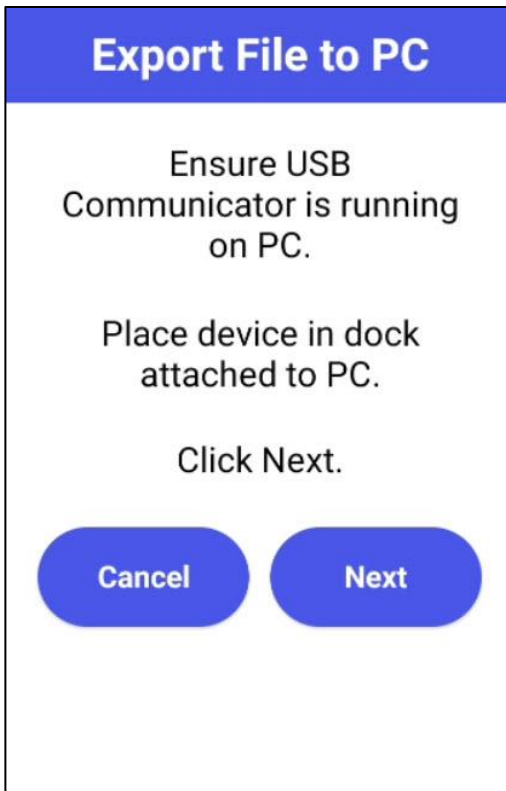
4. **Export File to PC**: Send all collected data from the scanner to the PC via USB Communicator
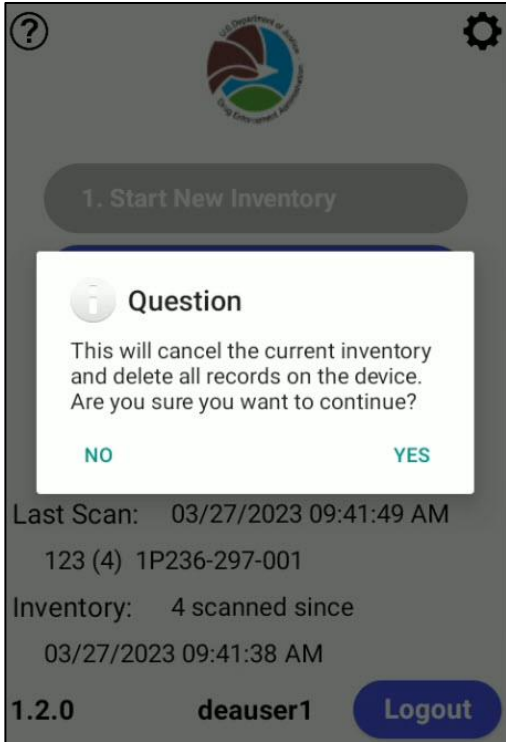
3. **Cancel Current Inventory**

User must confirm that they want all collected scans deleted from the scanner's memory.
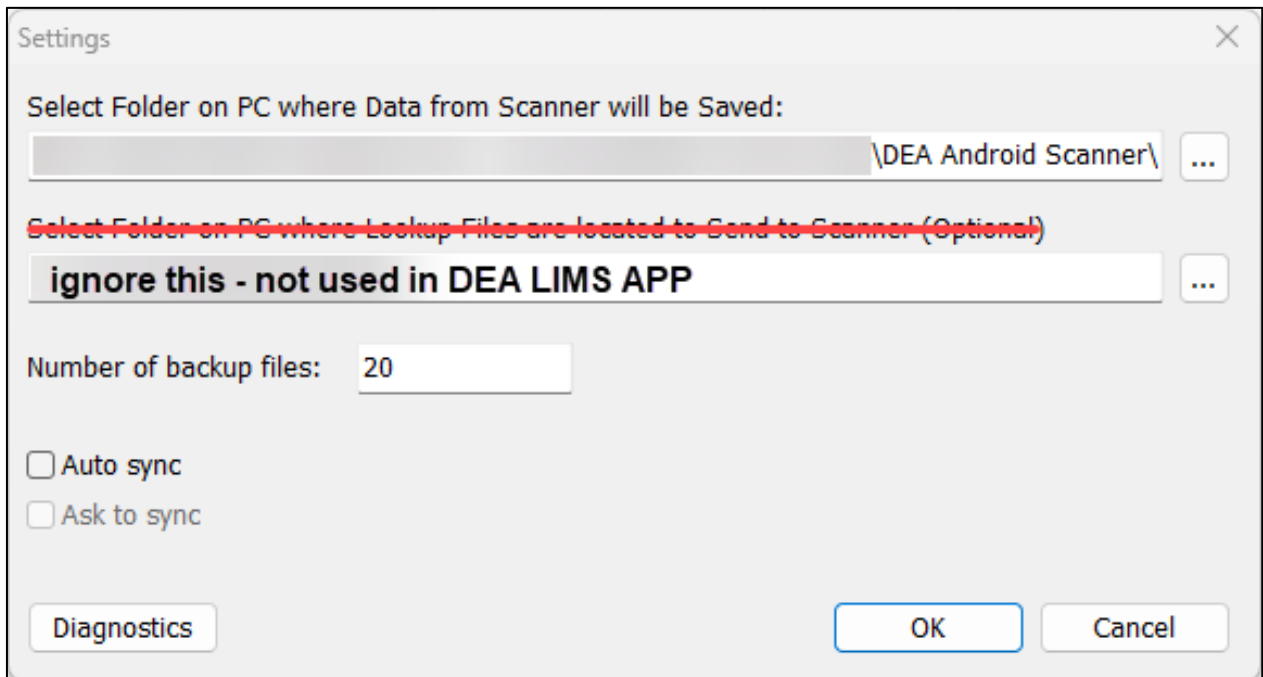
Export

4. Export File to PC

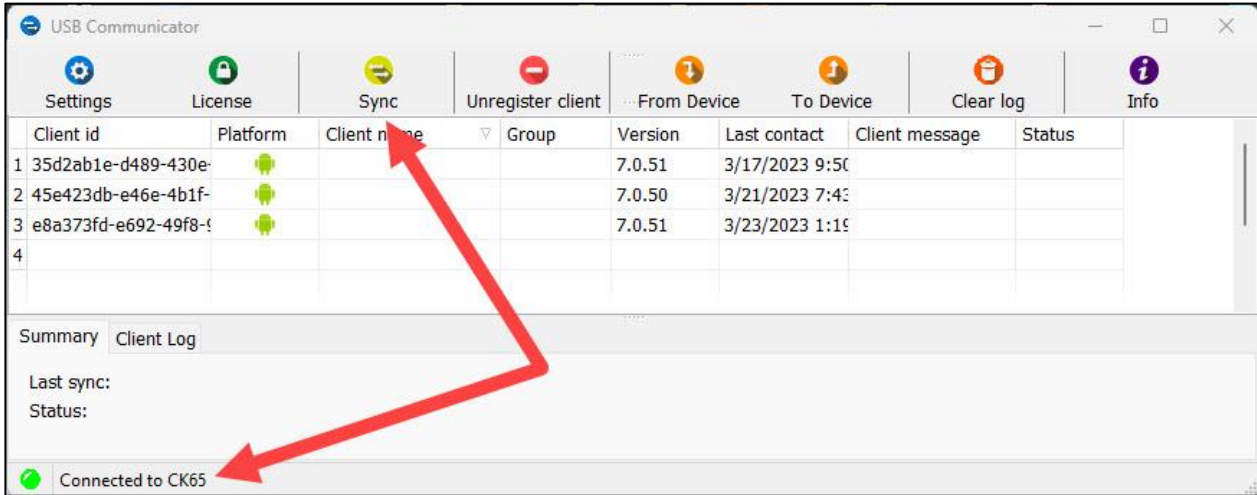First the scanner will ask the user to ensure USB Communicator is running and the scanner is placed in the dock.

Once confirmed tap "next"

Go to USB Communicator on the PC and select the Sync Now button

Cancel

The scanner is now ready to communicate with USB Communicator. Proceed to the PC.
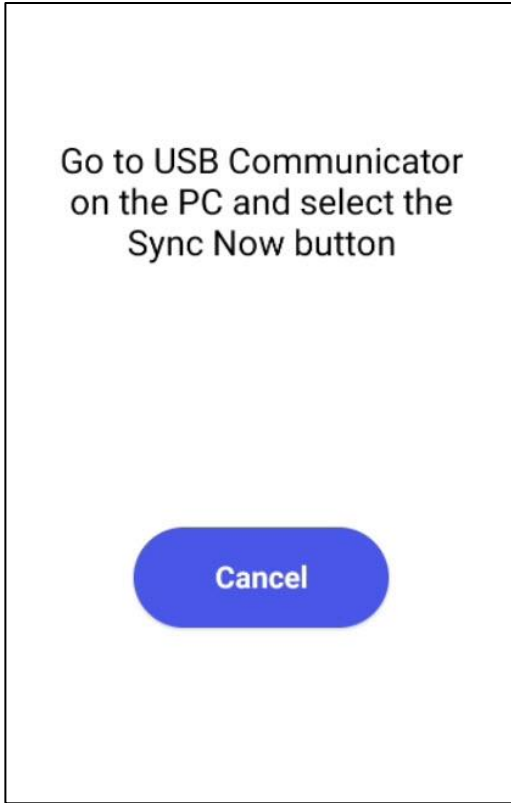
First, Tap on the blue Settings gear icon and verify the file path titled "Select Folder on PC where Data from Scanner will be Saved" is pointing to the correct file directory.

Settings

Settings

Select Folder on PC where Data from Scanner will be Saved:

\DEA Android Scanner\ ...

~~Select Folder on PC where Lookup Files are located to Send to Scanner (Optional)~~

ignore this - not used in DEA LIMS APP ...

Number of backup files: 20

☐ Auto sync
☐ Ask to sync

Diagnostics   OK   Cancel

Ensure USB Communicator is connected to the CK65 Scanner.

Tap the yellow Sync button to begin the syncing process.

USB Communicator **Client Log** will print out a list of tasks, ending with the successful transfer of the data records. This data is not important for users, it may be referred to if a support ticket is opened for USB Communcator.

The **Summary** Tab will display the date/time and status of the last sync, the number of records inserted into the PC file and a link to open the folder where the Scanner data has been saved on the PC.
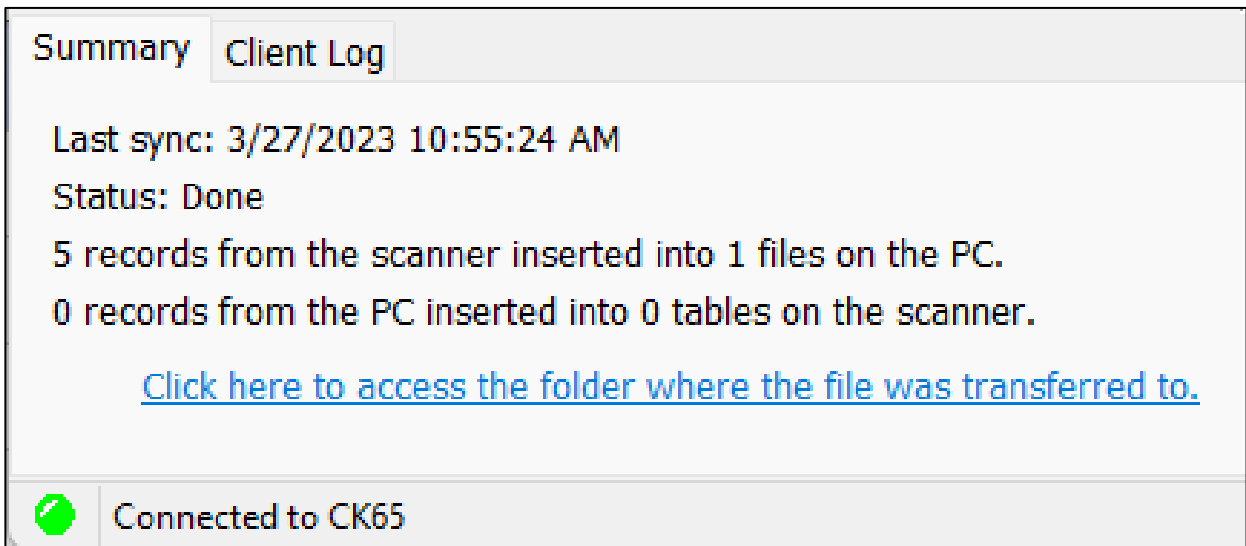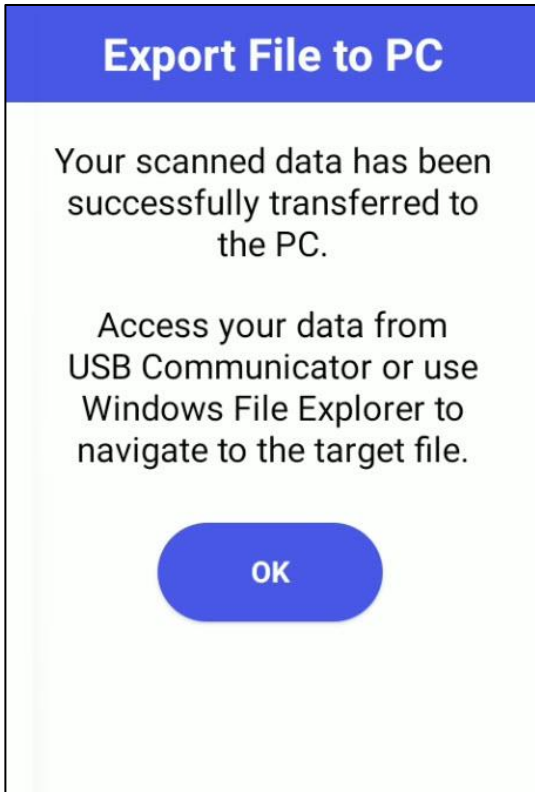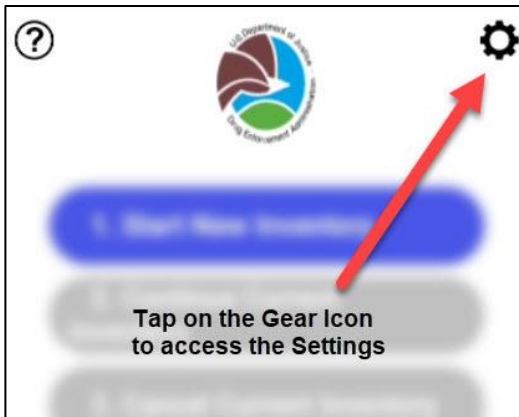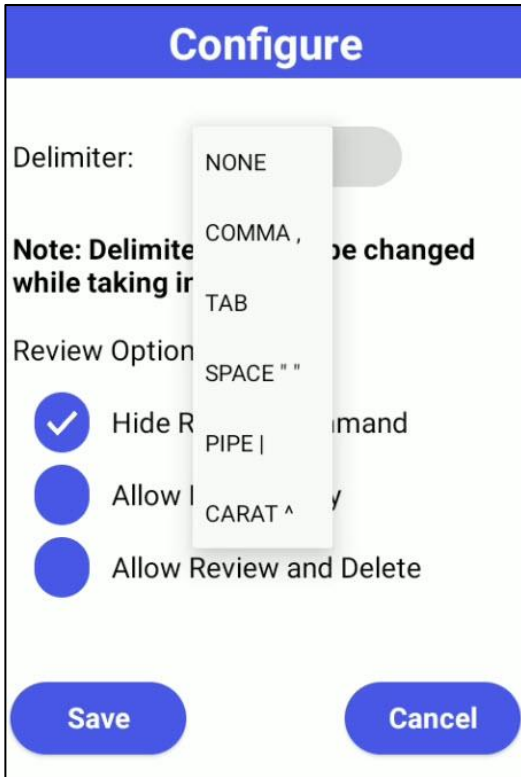
The Mobile device will update to show the data has been successfully transferred.

Settings/Configuration

Settings can be accessed using the Gear icon in the upper right-hand corner.
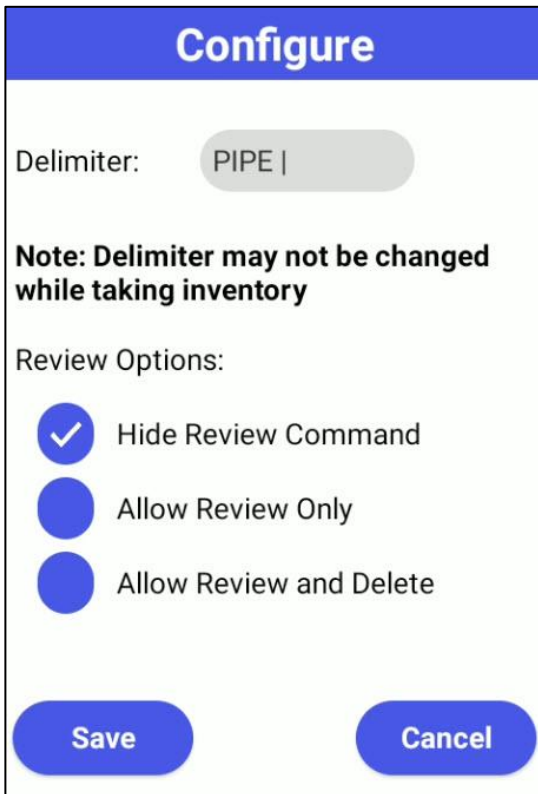
The Configuration menu allows the user to decide a delimiter to separate the values in the resulting output file.

Options are:
- None
- Comma
- Tab
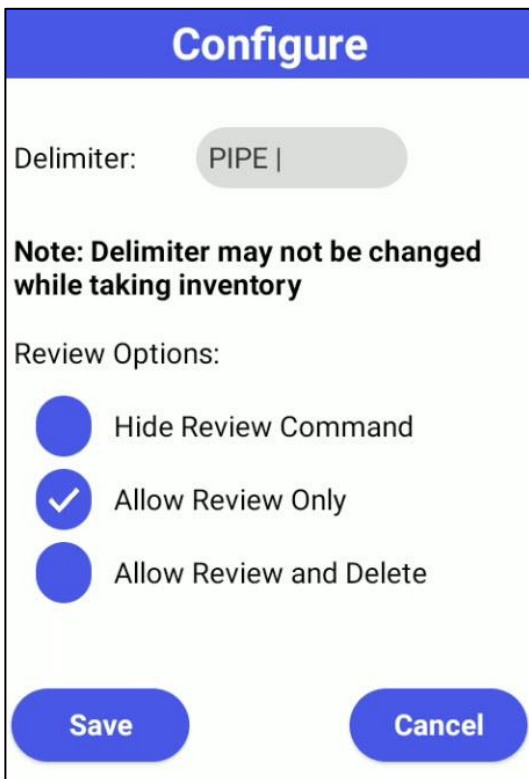- Space
- Pipe
- Carat

Note: Once inventory has been collected the delimiter cannot be changed.

The default setting for the Review Options is to "Hide Review Command" from the user

When the user is allowed to review the scanned data the Options Menu will reveal another option to Review Transactions.

When a user is only allowed to review scanned data they will not be able to change the status of a record. The third column to show status will be disabled and un-responsive to being tapped by the user.

This column is disabled, clicking in this column will not allow the user to change the status

When a user is allowed to review and delete scanned data they will be able to change the status of a record by tapping in the third column of the record they would like to change.
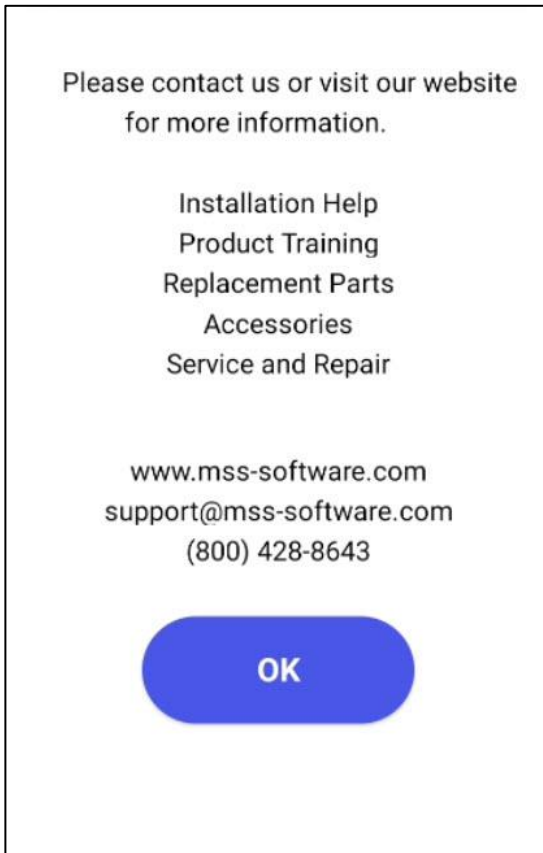
Records can be deleted and undeleted.

Clicking in this column will allow the user to change the status
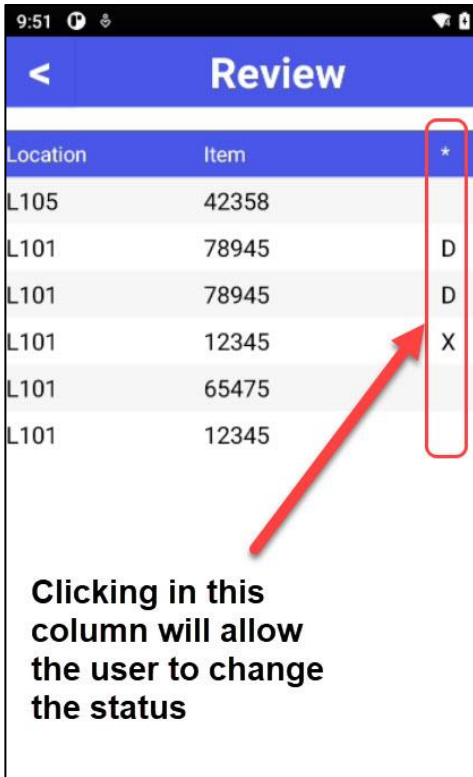
Help/Support

Tapping on the Question mark icon in the upper left-hand corner will bring up a support screen. MSS contact information is available in the event support is required for the mobile application.

Online Information

Visit the product page for additional support information, training information, and how to videos.

https://www.mss-software.com/shop/government_solutions/MDC-CK6XFK~DEA+Android+Scanner+Kit.htm