'Where Is It' Tracking & Logistics System User Help (Implemented in HTML)

A. Smartphone Application

1. Setup Smartphone (Administrator)

1) Login to WhereIsIt at **https://xxxxxxxxxxxxxx.net.nz** on the truck driver's smartphone internet browser, and click **Mobile Versions** tab, then click the **Download** button under **Latest Mobile Version**.

2) Go to **Play Store** on your smartphone and click on the magnifying glass to search for **Barcode Scanner** then select **ZXing** then click **Free** and follow instructions.

3) Go to **www.apkinstall.com** in **Google Chrome** on your computer, and click **Browse Files** under **1 Select your file** and select from where you saved the file (usually your **Downloads** folder).

4) Open the **Barcode Scanner** application on the smartphone, then hold the phone up to the QR code image that appears on the computer screen (like taking a photo), then follow the instructions on the phone (click the file link).

5) Wait for a couple of minutes, then go out of scanner mode on the smartphone and into **Downloads** where **xxxxx.apk** should appear at the top of the list. Tap on it, then when **Do you want to install** appears, tap **Install** and then **Open**.

6) You'll get the message **Please set your phone…**, then tap **OK**.

7) Set the **Phone ID** etc as per what you set them on the **Whereisit** web application. Leave **Server URL** as default: **https:/xxxxxxxxx.net.nz:443**.
Get **Truck ID** by clicking on **Trucks** tab of main menu which brings up the truck list.
Get **Phone ID** by clicking on the **Phone** tab of the main menu which brings up the phone list.
Leave **Location Recording** as default unless there are special requirements.
Tap on **Log Server Comms**.

8) Tap **Refresh Truck Assignment**.

9) Go back to home screen of smartphone.

10) Go into phone apps, and click on the **Whereisit** icon.

11) Enter driver's **Clockin** identity.

12) Enter driver's **Password**.

13) Tap on **Sign in**.

14) This should update the **Truck ID** and **Truck Licence Plate** settings.

15) If all is working ok, go to **Sign out**.

16) Then hand the phone to the truck driver to start using it on the job.

2. Operate Smartphone on the Job (Truck Driver)

1) Open the **Whereisit** application (program) by tapping the **Whereisit** icon in your smartphone **Apps** screen. <show icon image>

2) Login with your driver **Clock In** and **Password** provided by the system administrator. <show screen dump>

3) Tap the **Show Jobs** icon with your finger. <show screen dump>

4) Tap the **Acknowledge** button that appears. <show screen dump>

5) Tap on each job in the list to see details including **Supplier Address**, **Phone Number**, **Timing**, and **Special Instructions** that appear. <show screen dump>

6) Tap on **Map** button to see **Supplier Location**. <show screen dump>

7) If it's a **Pickup**, **Swap**, or **Break** job, collect the bin and bring it back to the yard for weighing.

8) Scan the bin by clicking the little camera icon at the right under **Bins** (near the bottom of the screen) <show screen dump>

   Then hold the smartphone over the scan code of the bin (about 20cm out from it) so that the whole scan code fits within the camera window and the little green dots line up with the code boxes. <show screen dump>

   Hold it there until the camera beeps. If it doesn't, try different angles and distances until it does.

9) Scan the Scale Ticket by clicking the little camera icon at the right under **Scale Tickets** (near the bottom of the screen) <show screen dump>

   Then hold the smartphone over the scale ticket barcode on the bin (about 20cm out from it) so that the whole scale ticket appears within the camera window and the red line goes across the barcode. <show screen dump>

   Hold it there until the camera beeps. If it doesn't, try different angles and distances until it does.

10) Tap the **Finish Job** button. <show screen dump>

11) When finished for the day, go back to the **Show Jobs** screen <show screen dump> Then tap the **Menu** button and tap on the **Signout** icon. <show screen dump>

-End of instructions-