

# GOSQAS User Manual

From the GOSQAS Collaboration

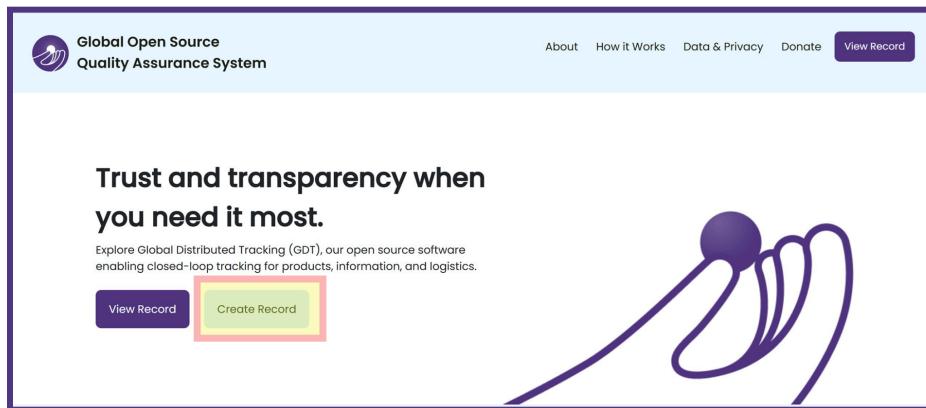
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# Quick Start Guide

## 1. Access the GDT Platform

Navigate to [gosqas.org](https://gosqas.org) using your web browser. Click on "Create Record"



## 2. Input Shipment details

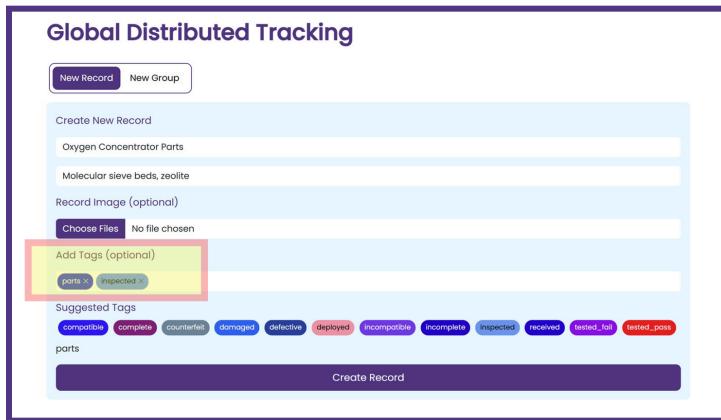
Enter a record title: Choose a concise and descriptive title for your shipment.

Provide a description: Include relevant details about the shipment. E.g. contents, purpose, origin.

A screenshot of the 'Create New Record' form. At the top, there are buttons for 'New Record' and 'New Group'. The main area is titled 'Create New Record' and contains two input fields: 'Oxygen Concentrator Parts' and 'Molecular sieve beds, zeolite'. Below these is a section for 'Record Image (optional)' with a 'Choose Files' button and a note 'No file chosen'. There is also a 'Add Tags (optional)' section with a 'Record Tag' input field and a 'Suggested Tags' section containing a list of tags: compatible, complete, counterfeit, damaged, defective, deployed, incompatible, incomplete, inspected, received, tested\_fob, and tested\_pos. A large 'Create Record' button is at the bottom of the form.

## Step 3. Add tags (Optional)

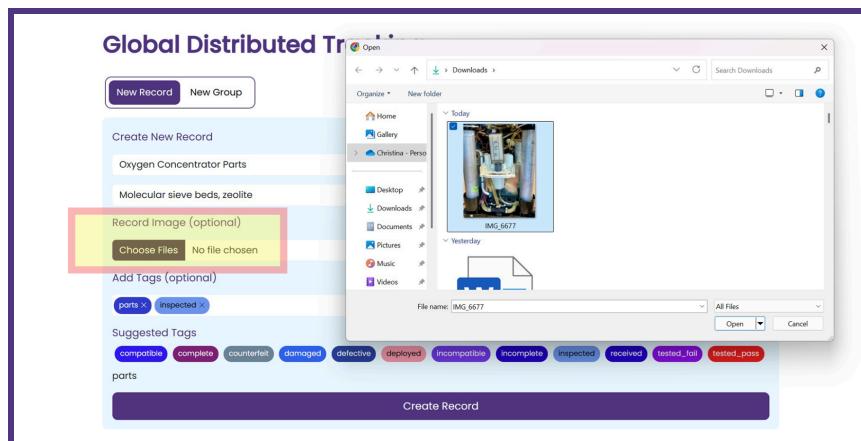
Add informative tags to describe the stage or status of the shipment. You may manually enter custom tags or choose existing tags within GDT.



## 4. Upload Documentation (Optional)

Add supporting files: Upload any relevant documentation such as:

- Photos of the shipment or its contents
- Testing or quality assurance documents
- Shipment manifest



## 5. Create the Record

Click on “Create Record”. A unique record key and QR code will be automatically generated for your shipment.

The screenshot shows the 'Global Distributed Tracking' interface. At the top, there are 'New Record' and 'New Group' buttons. Below them is a 'Create New Record' section with fields for 'Oxygen Concentrator Parts' and 'Molecular sieve beds, zeolite'. There is also a 'Record Image (optional)' field containing 'IMG\_6677.jpg' and an 'Add Tags (optional)' section with 'parts' and 'inspected' selected. A 'Suggested Tags' section lists various status terms like 'composite', 'complete', 'counterfeit', etc. At the bottom is a large brown 'Create Record' button.

After creating the record, you will be taken to the asset page. From here, you can access the asset history record.

The screenshot shows the 'Asset History Records' page for 'Oxygen Concentrator Parts'. It displays the record key 'FLY4fkFUuxxFRBLgxiLvy4' and the description 'Molecular sieve beds, zeolite'. Below this are three buttons: 'View History Records' (purple), 'Download QR Code' (light blue), and 'Share Record Link' (light blue). A large QR code is centered on the page. At the bottom is a light blue button labeled 'Download Provenance as CSV'.

## 6. Save the Record Information

Download and Save the QR Code. This QR code enables anyone with a smartphone to view or add to the shipment history without needing to log in.

Asset History Records

**Oxygen Concentrator Parts**

Record Key:  
6RADMemnqk4FrpScBioUbT  
Molecular sieve beds, zeolite

PriorityNotices:  
None.



Download QR Code

Share Record Link ▾

1. Created Record:  
**Oxygen Concentrator Parts**

Mon Jul 21 2025 12:56:01 GMT-0700 (Pacific Daylight Time)

Molecular sieve beds, zeolite

inspected parts



Download File

### Secure Your Record Key!

**Important: GDT does not store your record key.**

Store your record key securely by either taking a screenshot, copying and pasting the key into a document, or recording it in a spreadsheet or tracking system.

## 7. Attach the QR Code to the Shipment

Print the QR code, then affix it to the shipment packaging (ie, external box).

## 8. Collaborate Along the Shipment Route

Instruct all participants involved in the shipment process to:

- Scan the QR code
- Add entries (updates, status changes, etc.) to the record.

\*This process promotes trust and transparency throughout the supply chain



## 9. Monitor the Shipment Record

Anyone who scans the QR code will be able to:

- View the shipment's history from origin to final delivery
- Contribute updates as needed

Asset History Records

### Aid Shipment

Record Key: BBzuDVc|YsIJQ|ApmAj9vu  
Distributor Shipped

PriorityNotices:  
None.

Thu Mar 20 2025 18:26:09 GMT-0400 (Eastern Daylight Time)  
Aid Repaired and Tested  
tested\_pass

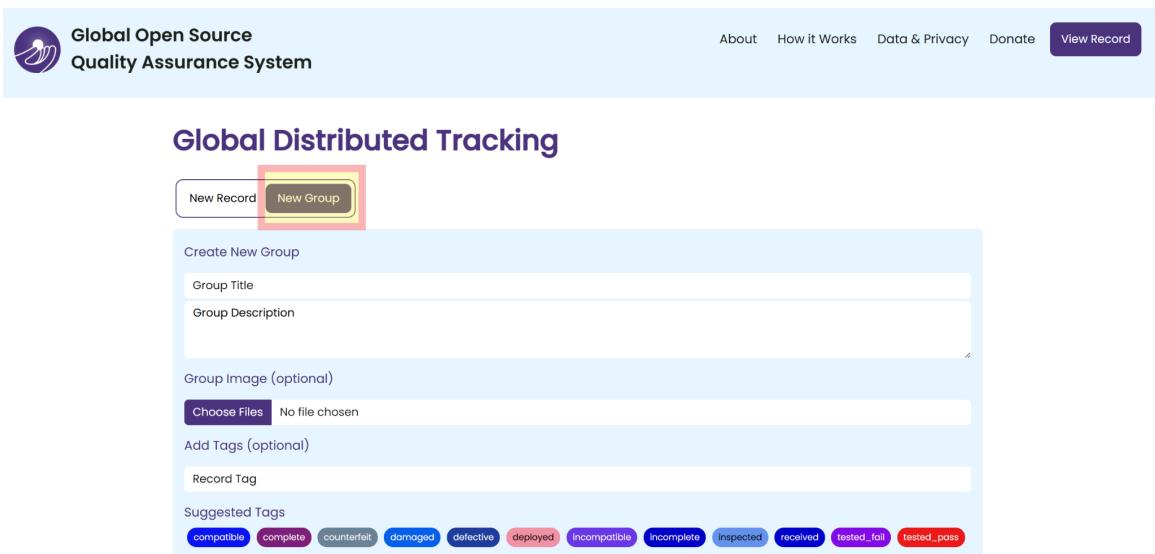
Thu Mar 20 2025 18:25:26 GMT-0400 (Eastern Daylight Time)  
Aid Inspected and Damaged  
damaged inspected

Thu Mar 20 2025 18:24:49 GMT-0400 (Eastern Daylight Time)  
Aid Compatible

# Creating A Group Record

## 1. Access the GDT Platform

Navigate to [gosqas.org](https://gosqas.org) using your web browser. Click on “New Group.”

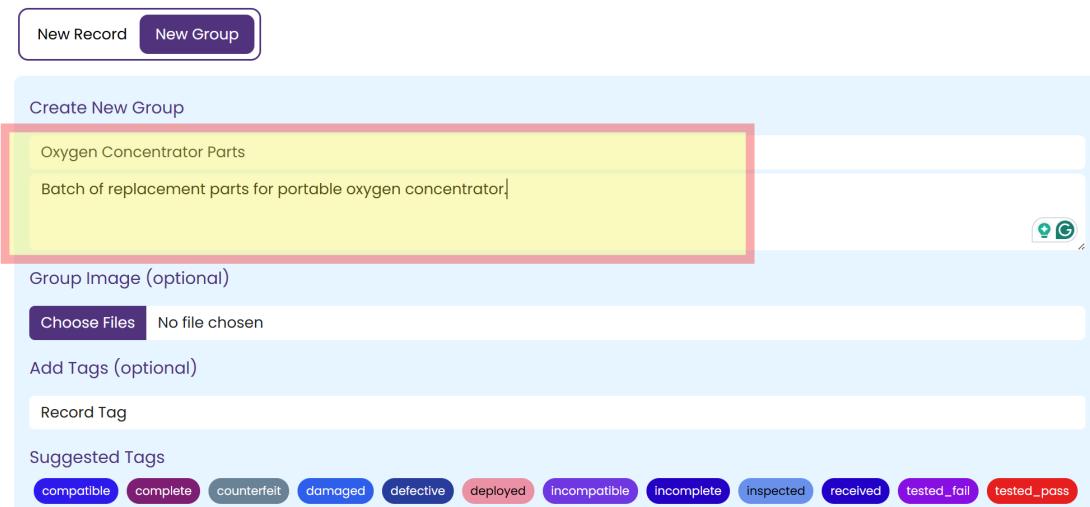


The screenshot shows the 'Global Distributed Tracking' platform interface. At the top, there's a navigation bar with links for 'About', 'How it Works', 'Data & Privacy', 'Donate', and 'View Record'. Below the navigation is a logo for 'Global Open Source Quality Assurance System'. The main area is titled 'Global Distributed Tracking' and contains a 'Create New Group' form. The 'New Group' button is highlighted with a yellow box. The form fields include 'Group Title' (with placeholder 'Group Title'), 'Group Description' (with placeholder 'Group Description'), 'Group Image (optional)' (with a 'Choose Files' button and 'No file chosen' message), 'Add Tags (optional)' (with a 'Record Tag' input field and a 'Suggested Tags' section containing buttons for 'compatible', 'complete', 'counterfeit', 'damaged', 'defective', 'deployed', 'incompatible', 'incomplete', 'inspected', 'received', 'tested\_fail', and 'tested\_pass').

## 2. Enter Group Details

Record Title: Choose a clear and descriptive title for the group (e.g., *Oxygen Concentrator Parts*). Description: Provide relevant details (e.g., *Batch of replacement parts for portable oxygen concentrator* ).

## Global Distributed Tracking

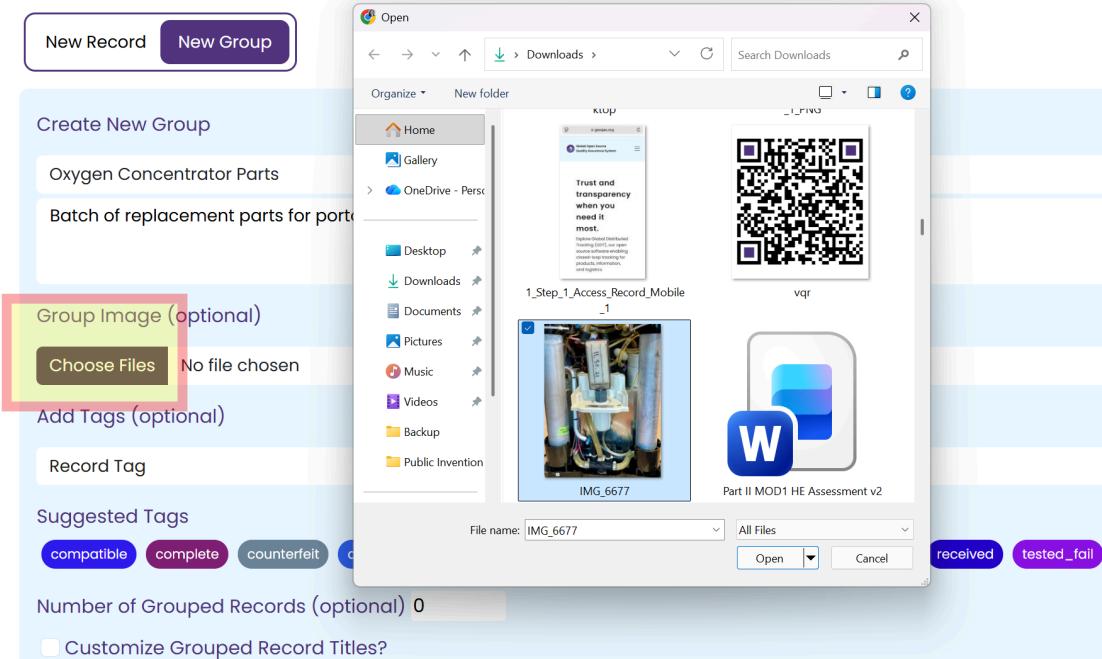


The screenshot shows the 'Create New Group' form again. The 'Group Title' field contains 'Oxygen Concentrator Parts' and the 'Description' field contains 'Batch of replacement parts for portable oxygen concentrator'. Both of these fields are highlighted with a red box. The rest of the form is identical to the previous screenshot, including the 'Group Image (optional)', 'Add Tags (optional)', and 'Suggested Tags' sections.

### 3. Upload Group Image (Optional)

Add a photo of the grouped items or any supporting documentation.

## Global Distributed Tracking



### 4. Add Tags (Optional)

Select from suggested tags, such as 'tested\_pass', 'complete', or enter custom tags to describe the group status.

## Global Distributed Tracking

The screenshot shows the 'Create New Group' section of the Global Distributed Tracking application. At the top left are 'New Record' and 'New Group' buttons. Below is a text input for 'Oxygen Concentrator Parts' with the placeholder 'Batch of replacement parts for portable oxygen concentrators.'. A 'Group Image (optional)' section contains a 'Choose Files' button followed by the file name 'IMG\_6677.jpg'. Below this is an 'Add Tags (optional)' section with a red box around it, showing 'inspected' and 'shipped' tags. A 'Suggested Tags' section below lists various status terms: 'compatible', 'complete', 'counterfeit', 'damaged', 'defective', 'deployed', 'incompatible', 'incomplete', 'inspected', 'received', 'tested\_fail', and 'tested\_pass'. There are also small icons for sharing and saving the record.

## 5. Optional Customizations

Group Size: Specify the Number of Grouped Records (e.g., 3). Note, there is a limit of 500. You may name these records individually.

Group Image (optional)

Choose Files  IMG\_6677.jpg

Add Tags (optional)

inspected  shipped

Suggested Tags

compatible  complete  counterfeit  damaged  defective  deployed  incompatible  incomplete  inspected  received  tested\_fail  tested\_pass

Number of Grouped Records (optional) 3

Customize Grouped Record Titles  
Device #1 Name: Molecular sieve bed  
Device #2 Name: Filter  
Device #3 Name: Valve

Create Reporting Key?  
 Annotate all Children?  
 I'm open to providing feedback on my experience with GDT

### Additional Options:

- Annotate all Children: Applies the existing tags to each record in that group.
- Create Reporting Key: Captures only the original creation record from the group. It does not update if the record is later annotated or recalled.
- I'm Open to Providing Feedback: Option to enter email address for UX research.

## 6. Create the Group

Click "Create Group."

A Group Record Key and QR Code will be automatically generated.

Group Image (optional)

IMG\_6677.jpg

Add Tags (optional)

Suggested Tags

Number of Grouped Records (optional) 3

Customize Grouped Record Titles?

Device #1 Name: Molecular sieve bed

Device #2 Name: Filter

Device #3 Name: Valve

Create Reporting Key?

Annotate all Children?

I'm open to providing feedback on my experience with GDT

## 7. Save Group Record Information

Download and securely store the Group Record Key and QR Code, as well as all children keys associated with the group.

Asset History Records

### Oxygen Concentrator Parts

Group Record Key: VzGY4uKgRvqQwBEdZjUX6z

Batch of replacement parts for portable oxygen concentrators.



Child Keys

[AFDsWHgJnLpownrHfuD2h5](#)  
[QQpcBz6HAGIpPnyNi9H4pf](#)  
[HuRtD1PhLR64fb5ltBYXxF](#)

## 8. Share and Collaborate

Print and attach the QR Code to the grouped items.

Share the record link with collaborators.

Anyone with the QR Code can add updates or view group history.