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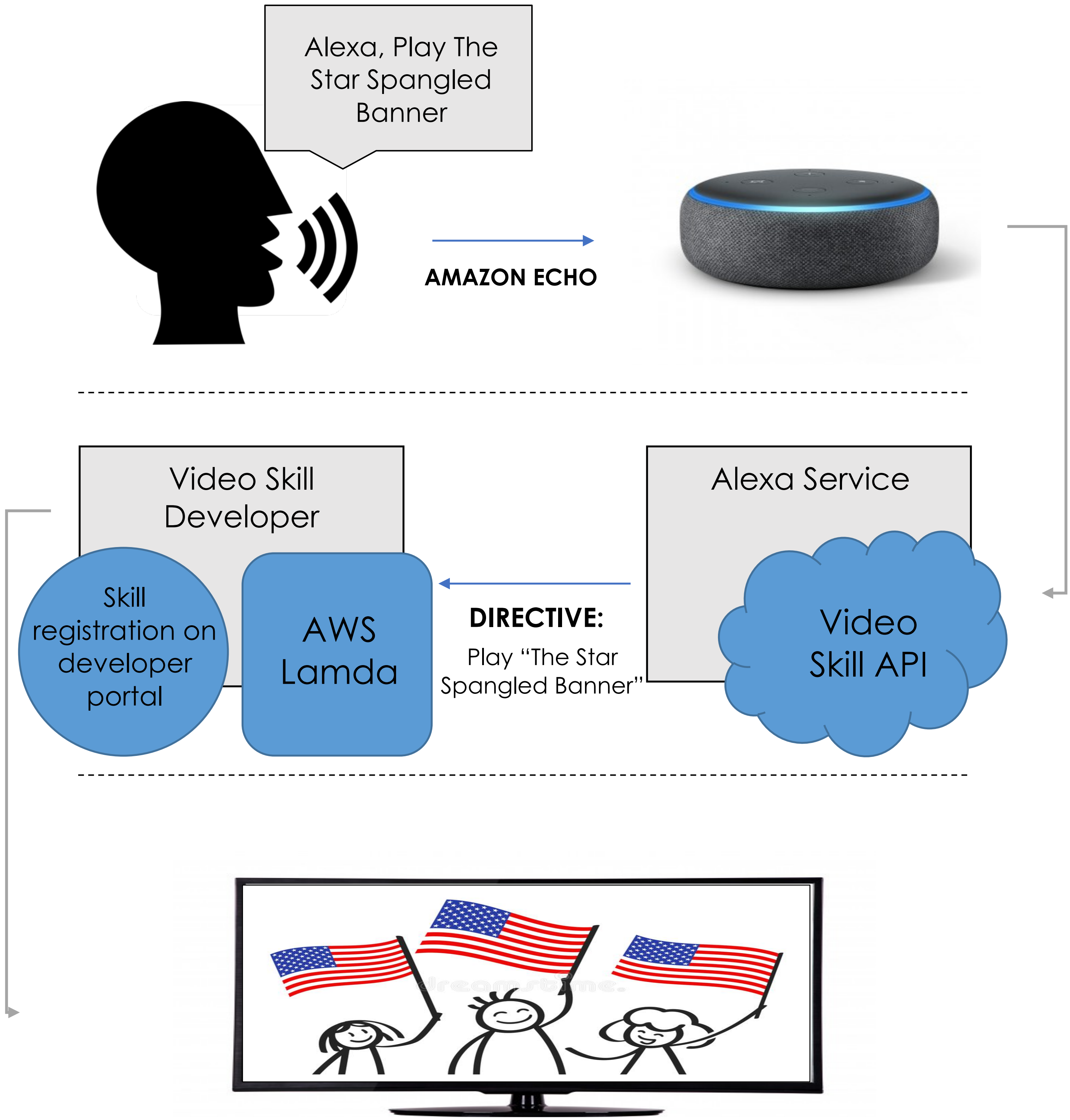

SYSTEM CONFIGURATION GUIDE

Cisco Unified Communications

System Configuration Guide

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System Configuration

Objectives

This guide contains detailed instructions on the installation of Cisco products. The purpose of this document is to assist in the configuration and execution of our products and plans.

Audience

This manual was created for any users looking to enable inbound or outbound calling, set-up dial numbering plans, configure call routing, register devices, or to configure advanced call handling.

Configuration Tools Overview

The task-flows and procedures documented here requires the use of two cisco configuration tools:

- Cisco Unified Communications Manager Administration
- Cisco Unified Serviceability

Cisco Unified Communications Manager Administration

Cisco's web-based application allows users to make sole configuration adjustments to system nodes and also allows users to make customized configuration changes to features within the application.

For any bulk configuration needs, or to simply automate the configuration process, the Unified Communications Manager Bulk Administration Tool (BAT) may be used. Please see the Bulk Administration Guide for more details.

Cisco Unified Communications

Inbound and Outbound Calling

Inbound & Outbound Calling Task-Flow

Procedure

Step 1. Add the appropriate gateways to your system.

1.1 Configure selected gateways in the Unified Communications Manager. Available gateways include MGCP Gateway, SCCP Gateway, SIP Gateway, and the H.323 Gateway. All gateway documentation should be reviewed in order to choose gateways that are compatible with your protocol and suitable for set-up and deployment.

Please note that SCCP gateways are only compatible with ISDN BRI connections and connections with analog access.

1.2 Then configure the Clusterwide Call Classification for the gateway. This is optional. Perform this step to classify any incoming gateway calls as either internal (OnNet) or external (OffNet).

1.3 Block Transfers. This is also optional. Perform this step if you are looking to block all call-transferring abilities. By configuring the **Block OffNet to Offnet Transfer** service feature, you then inhibit the Unified Communications Manager from transferring one external call to another.

Please note that by default, Cisco automatically allows call-transferring, therefore this service parameter must be configured in order to achieve call-transfer blocking.

Step 2. Optional. Configure SIP Normalization and Transparency

2.1 Generate new SIP Normalization and Transparency scripts. This step is performed if there are no preinstalled scripts that meet your requirements and a customized script is needed. To carry out this task, use the SIP Normalization Script Configuration window or simply import a personalized script. For more information, see Creating New SIP Normalization and Transparency Scripts.

2.2 Apply a Normalization or Transparency script to your SIP Trunk. This step can be done in the Trunk Configuration window by adding the script directly to the SIP trunk. Please note that the Cisco Unified Communications Manager will apply the script to every SIP message that travels within the trunk. If assistance is needed, see Applying Normalization or Transparency Scripts to the SIP Trunk.

2.3 Apply Normalization or Transparency to desired SIP Devices. This step is performed if you want to add a normalization or transparency script directly to a SIP line. To accomplish this task, simply add the script to the associated SIP profile and SIP line. Please note that the Cisco Unified Communications Manager will apply the script to every SIP message that utilizes the related SIP profile. See more here: Applying Normalization or Transparency to SIP Devices.

Step 3. Optional. Configure an SDP Transparency Profile

3.1 If your SIP requires some sort of SDP support in order to be deployed, then this step is suggested. By setting up an SDP transparency profile, you may enable attributes that are currently unsupported. For more information, see Configuring a SDP Transparency Profile.

Step 4. Configure SIP profiles for SIP trunks and devices

4.1 To configure your SIP profile, navigate to Cisco Unified CM Administration, then select **Device > Device Settings > SIP Profile.**

4.2 Perform either of the two tasks:

- Make changes to an existing profile by clicking **Find** and then selecting the appropriate SIP profile.
- Or generate a new profile by clicking **Add New.**

4.3 Mark the **Enable ANAT** checkbox if you want your SIP phones and trunks to be compatible with IPv4 and IPv6 stacks.

4.4 Assign your SDP transparency profile to handle any SDP interoperability. This step is accomplished by selecting **SDP Transparency Profile** from the drop-down list.

4.5 Assign your normalization or transparency script to handle any SIP interoperability. This step is accomplished by selecting the desired script from the **Normalization Script** drop-down list that appears.

4.6 Optional. Mark the **Send ILS Learned Destination Route String** check box to enable Global Dial Plan Replication for deployments where call-routing across a Cisco Unified Border Element may be needed.

4.7 Fill-in all remaining fields within the SIP Profile Configuration window.

4.8 Click **Save.**

Cisco Unified Communications

Step 5. Optional Configure Dual Stack IPv6 support.

5.1 The Dual Stack IPv6 support may be configured within your system if your SIP deployment needs support for IPv6 devices. Please note that Dual Stack can only be configured to SIP deployments. See more information here: Configuring Dual Stack support.

Step 6. Optional Configure SIP trunks to your system.

6.1 Start by configuring your SIP trunk security profile to the security settings you wish to be applied to your SIP trunks. Please note that if you do not configure your SIP trunk security profiles with any security settings, then by default, the Cisco Unified Communications Manager will apply a standard nonsecure sip trunk security profile to your system.

6.2 Then set up a Common Device Configuration for your trunk. A IP address preference will need to be configured for all dual-stack trunks. To view a detailed task-flow for this step, see Configuring Common Devices.

6.3 Configure the Sip trunks to your network. This step is achieved by assigning a SIP profile, SIP trunk security profile, and a Common Device Configuration to your SIP trunk. You will also need to assign all SIP normalization or transparency scripts needed for your connections. Please see Configuring SIP Trunks for more details.

Step 7. Optional Configure H.323 trunks to your system.

7.1 Navigate to the Cisco Unified CM Administration and select **Device > Trunk.**

7.2 Select **Add New.**

7.3 On the **Protocol** drop-down list, select the appropriate configured device pool for your trunk.

7.4 Mark the **Run on all Active Unified CM Nodes** check box if you wish to utilize each node in the local cluster for all processing that occurs within your trunk.

7.5 Mark the **SRTP Allowed** check box if you wish to allow encrypted media within the trunk.

7.6 Mark the **H.235 Pass Through Allowed** if you wish to configure the H.235 pass through

7.7 Enter a OP address or hostname for every remote server that your trunk connects to. This step is performed in the **Remote Cisco Unified Communications Manager Information** section.

More about this step at H.323 Trunk Overview.

Step 8. Configure your system to SRST.

8.1 First, configure an SRST Reference by configuring a gateway that is able to limit call-control capabilities when any other Cisco Unified Communications Manager nodes are inaccessible. For more information on how to accomplish this task, please see Configuring an SRST Reference.

8.2 Then assign your configured SRST Reference to an appropriate device pool. You will also need to assign the calling device gateways so that a call can still be completed if the Cisco Unified Communications Manager is inaccessible for whatever reason.

8.3 Optional. Perform one of the listed tasks:

- Configure a Connection Monitor Duration for a Cluster
- Or, Configure a Connection Monitor Duration for a Device Pool

8.4 Enable SRST parameters within the gateway. See Configuring SRST parameters on a SRST Gateway to accomplish this step.

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National Numbering Plan

National Numbering Plan Overview

Cisco's Unified Communications Manager supplies a standard North American Numbering Plan, or NANP. For users in countries with differing dial plan requisites, a Cisco International Dial Plan may be installed in order to create a specific numbering plan suitable for use. The provided numbering plan consists of DDIs, or Discard Digits Instructions and tags unique to the plan. These additives may be used to generate routing rules when performing any call routing configurations. For additional information on the topic, the *Unified Communications Manager Dial Plan Deployment Guide* may be referenced at:
http://www.cisco.com/c/en/us/support/unified-communications/unified-communications-manager-callmanager/products-maintenance-guides-list.html

National Numbering Plan Prerequisites

National Numbering Plans installed outside of North America will need an additional installation of the Cisco Option Package, or COP. This file, when downloaded, contains all current international dial plans released for use. Find it on the Cisco website at

- https://software.cisco.com/download/navigator.html

Please note that the file will need to be placed on a Unified Communications Manager accessible FTP or SFTP external server for proper use.

Cisco Unified Communications

National Numbering Plan Task-Flow

Procedure

Step 1. Install the COP file

1.1 Navigate to the Unified Communications Manager publish node. Notice 'Cisco Unified Communications OS Administration', then choose **Software Upgrades > Install.** The Software Installation/Upgrade window should appear.

1.2 In the **Source** field, select **Remote File System.**

1.3 Configure the fields in the Software Installation/Upgrade window.
1.4 Select **Next.** The window should refresh with a complete list of all available software options and upgrades.

1.5 In the **Options/Upgrades** drop-down list that appears, select **DP COP** and then click **Next.** The Installation File window should open and the DP COP file should begin downloading. *The window should also display download progression.

1.6 Once the Checksum window appears, please verify its value against the downloaded DP COP file.

1.7 Click **Next** to begin software upgrade. *A warning message should show the DP COP file that was selected to install.

1.8 Select **Install.** The Install Status window should appear.

1.9 Select **Finish.**

Step 2. Install the National Numbering Plan

2.1. Navigate to the Cisco Unified Communications Manager Administration and the select **Call Routing > Dial Plan Installer.**

2.2 Enter all necessary search criteria and then click **Find.**

2.3 When the **Available Version** drop-down list appears, select your desired dial plan version to install.

2.4 Click **Install.** *The status should display a successful installation.

2.5 Repeat this step for each subscriber node in your cluster.

Step 3. Restart the Call Manager Service

3.1 Navigate to the Cisco Unified Serviceability Interface and select **Tools > Control Center – Feature Services.**
3.2 Select the Unified Communications Manager server from the **Servers** drop-down list that appears

3.3 Select the appropriate radio button that corresponds to the related Cisco Call Manager service.

3.4 Click the **Restart** button. The service should then restart and display a 'Service Successfully Restarted' message.

Configuring Call Routing

Call Routing Overview

The Cisco call routing system utilizes individual route plans as a way to route inbound and outbound calls within clusters. The call routing system is also used to route outbound calls to private external networks and the Public Switched Telephone Network (PSTN). The designated route plan is responsible for locating a path for the system to successfully route various types of calls.

Cisco's three-tier route planning approach includes the following components:

- Route Patterns- A set of patterns that are used to locate a suitable gateway or route list.
- Route Lists- A ordered list of all available call paths.
- Route Groups- Groups of available paths that are responsible for distributing calls to corresponding gateways and trunks.

Call Routing Prerequisites

Before initiating the configuration of a call routing system, you will need to complete the Partition Configuration Task Flow. Once that procedure reaches a 'done' state, the user must ensure that both internal number extensions and route lists are available for use.

Call Routing Configuration Task Flow

Procedure

Step 1. Configure Local Route Groups

1.1 Optional. This step is recommended in order to reduce the amount of route lists that are needed. Since route lists communicate directly with the PSTN gateway that Cisco uses to route inbound and outbound calls, local route groups can be employed as an alternative means of decoupling the location of a PSTN gateway from route patterns used to gain entry to the gateway. In short, this particular gateway enables phones and other user devices operating in different locations to be able to function off of one group of route patterns while simultaneously selecting the appropriate gateway for call routing. This task is completed in the Unified Communication Manager. See Configuring Local Route Groups.

1.2 Configure local route group names for all additional local route groups.

1.3 Dedicate a local route group with a designated device pool.

1.4 Optional. You may also configure a route group that can be added to your unique route list.

Step 2. Configure Standard Route Groups

2.1 Optional. This step is recommended in order to set a specific order to selected gateway devices. Most route groups consist of one or more devices. See Configuring Route Groups.

2.2 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Route/Hunt > Route Group.** The Route Group Configuration window should appear.

2.3 Select one:

- **Add New,** to add a new route group.
- Select **Find** and then choose an appropriate route group from the list that appears. This is done in order to adjust the settings of an existing route group.

2.4 Configure all fields within the Route Group Configuration window.

2.5 Click **Save.**

Step 3. Configure Route Lists

3.1 Optional. This step is recommended in order to manage the route group selection process. See Configuring Route Lists.

3.2 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Route/Hunt > Route List.**

3.3 Choose one:

- **Add New,** to add a new route group.
- Select **Find** and then choose an appropriate route group from the list that appears. This is done in order to adjust the settings of an existing route group.

3.4 Configure all fields within the Route List Configuration window.

3.5 Click the **Add Route Group** button that appears in order to add a route group to a designated route list.

3.6 Click **Save.**

3.7 Click **Apply Configuration.**

Step 4. Configure Route Filters

4.1 Optional. Route filters are used to block certain numbers often found in a route pattern. Please note that route filters are optional for manually configured dial plans, but absolutely necessary for dial plans that are configured using an installer.

4.2 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Route Filter.**

4.3 When the **Numbering Plan** drop-down list appears select an appropriate dial plan and then click **Next.**
4.4 Create an individual name in the **Route Filter Name** field unique to your route plan.

4.5 Select the proper operators and route filter tags then enter in the needed information to generate a clause for your route filter. Tag values should not be selected for tags under the operators of EXISTS, DOES-NOT-EXIST, or NOT-SELECTED. See Route Filter Tags for more information.

4.6 Click **Save.**

4.7 Click **Apply Configuration.**

Step 5. Configure Route Patterns

5.1 Route patterns are used to send calls to designated devices as well as to grant or deny access to particular digit patterns. Route patterns can be assigned to gateways, trunks and route lists within route groups.

5.2 Navigate to the Cisco Unified CM Administration, select **Call Routing > Route/Hunt > Route Pattern.**

5.3 Select one:

- **Add New** to generate a unique route pattern.
- **Find** to select an existing route pattern.

5.4 When the Route Pattern Configuration Window appears, enter the corresponding number pattern of the dial string in the **Route Pattern** field.

5.5 Complete all remaining fields within the Route Pattern Configuration window.

5.6 Click **Save.**

Step 6. Configure Time of Day Routing

6.1 Optional. You may generate a time itinerary that dictates when a partition will be open to receiving incoming calls.

6.2 Configure a time period, or, a start time/end time.

6.3 Navigate to the Cisco Unified CM Administration, select **Call Routing > Class of Control > Time Period.**

6.4 Configure all fields within the Time Period Configuration window.

6.5 Click **Save.**

6.6 Then configure a time schedule.

6.7 Navigate to the Cisco Unified CM Administration, select **Call Routing > Class of Control > Time Schedule.**

6.8 Configure all fields within the Time Schedule Configuration window.

6.9 Click **Save.**

7.0 Finally, associate a timed schedule with an appropriate partition.

7.1 Navigate to the Cisco Unified CM Administration, select **Call Routing > Class of Control > Partition.**

7.2 Select a time schedule for your partition from the **Time Schedule** drop-down list that appears. Please note that a time schedule dictates when a partition will be available to receive incoming calls. If **None** is selected, your partition will be remain enabled indefinitely.

7.3 Click **Save.**

Registering Devices

Registering Devices Task Flow

Procedure

Step 1. Configure the proxy TFTP server

1.1 Configure the TFTP (Trivial File Transfer Protocol) server using either method listed below:

- Dynamically
- Or, Manually

The TFTP server must be configured manually if you do not have EMCC set up, but if ILS (Intercluster Lookup Service) is configured, the server can be set up dynamically.

Step 2. Enable Auto-registration within your network

2.1 Begin by configuring an appropriate route partition.

2.2 From the Cisco Unified CM Administration, select **Call Routing > Class of Control > Partition.**

2.3 Navigate to the **Partition Name, Description** field and enter a unique name for your partition. Please note that partition names can consist of the following: alphanumeric characters, spaces, hyphens, and underscores.

2.4 In the name field, be sure to enter a comma after generating your partition name as well as an appropriate description of the partition .

2.5 When the **Time Schedule** drop-down list appears, select a corresponding time schedule for your partition.

2.6 Choose a **Time Zone** radio button:

- **Originating Device**
- **Specific Time Zone**

2.7 Click **Save.**

Step 3. Configure a call search space

3.1 This step is used solely for auto-registration as a means for limiting the types of calls received.

3.2 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Class of Control > Calling Search Space.**

3.3 Select **Add New.**

3.4 In the **Name** field that appears, enter your desired name.

3.5 In the **Description** field, enter an appropriate description. Please note that a description can consist of no more than 50 alphanumeric characters.

3.6 When the **Available Partitions** drop-down list appears:

- Select **Single Partition** to select one particular partition
- Or, press down the **Control (CTRL) key** to select multiple partitions at a time.

3.7 Click **SAVE.**

Step 4. Configure a Device Pool

4.1 Navigate to the Cisco Unified Communications Manager Administration, select **System > Device Pool.**
4.2 To perform any modifications to your device pool:

a) Select **Find,** then click **Default** from the list that appears
b) Navigate to the Device Pool Configuration window, select the appropriate CSS and then click **SAVE.**

4.3 To generate a new device pool:

a) Select **Add New**
b) Navigate to the Device Pool Configuration window and enter a name for your device pool.
c) Set the following fields:
   - Select **Default** from the Cisco Unified Communications Manager Group.
   - Select **CMLocal** in the **Date/Time Group** window.
   - Select **Default** in the **Region** window.

d) In the Calling Search Space for Auto-registration field, select the appropriate CSS to be utilized for auto-registration and then click **Save.**

Step 5. Set a Device Protocol

5.1 Navigate to the Cisco Unified Communications Manager Administration, click **System > Enterprise Parameters**

5.2 When the Enterprise Parameters Configuration window appears, select between **SCCP** or **SIP** from the drop-down list.

5.3 Click **Save.**

Step 6. Enable Auto-registration

6.1 Navigate to the Cisco Unified Communication Manager Administration window and select **System > Cisco Unified CM.** Then select **Find.**

6.2 Click on the Cisco Unified Communications Manager option when it appears.

6.3 In the auto-registration information window, configure the corresponding auto-registration parameters. Click **Save.**

6.4 When the drop-down list appears, select a universal device template suitable for auto-registration.

6.5 Then select a universal line template from the same drop-down list.

6.6 Enter both **Starting Directory Numbers** and **Ending Directory Numbers** in the corresponding fields.

6.7 Uncheck **Auto-registration Disabled on this Cisco Unified Communications Manager** in order to enable auto-registration.

6.8 Select **System > Cisco Unified CM Group,** then select **Find** in the Find and List Cisco Unified Communications Manager Group window.

6.9 Select **Unified Communications Manager** group in order to enable auto-registration.

Step 6. Install devices for auto-registration

7.0 Select **Auto-registration Cisco Unified Communications Manager Group** in order to enable auto-registration for your group.

7.1 Install devices for auto-registration.

7.2 Click **Save**.

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Cisco Unified Communications

Configuring Advanced Call Handling

Registering Devices Task Flow

Procedure

Step 1. Deploy a Cisco Application Policy Infrastructure Controller Enterprise Module

An APIC-EM is deployed as a means of managing the quality of service (Qos) of your network for SIP calls.

1.1 Begin by uploading the APIC-EM certificate into your Cisco Unified OS Administration.

1.2 Navigate to the Cisco Unified OS Administration, select **Security > Certificate Management.**

1.3 Select **Upload Certificate/Certificate Chain.**

1.4 When the popup window appears, select **Certificate Purpose** from the drop-down list. Then select **CallManager-trust.**

1.5 Generate a **Description** for your certificate.

1.6 In order to search for and select your certificate, click **Browse.**

1.7 Click **Upload.**

Step 2. Configure a HTTP Profile that corresponds to your APIC-EM service.

2.1 Navigate to your Cisco Unified CM Administration, select **Call Routing > HTTP Profile.**

2.2 Generate a **Name** for your services.

2.3 Generate a **User Name** and **Password** for your HTTP connection. Please note that your unique user name and password must be identical to the values configured to your APIC-EM Controller.

2.4 Navigate to the **Web Service Root URI** textbox and enter an IP address or appropriate domain name for your APIC-EM service.

2.5 Configure all remaining fields within the HTTP Profile window.

2.6 Click **Save.**

Step 3. Enable the External Qos Service for your system

3.1 Navigate to the Cisco Unified CM Administration, select **System > Service Parameters.**

3.2 When the **Server** drop-down list appears, click the publisher node.

3.3 Then click **Cisco CallManager.**

3.4 Position the value of your **Enabled External QoS** service parameter to **True.**

3.5 Click **Save.**

Step 4. Configure your Qos Service to your SIP Profile.

4.1 Navigate to the Cisco CM Administration, select **Device > Device Settings > SIP Profile.**

4.2 Complete one of the following:

- Click **Find** to select an existing Profile.
- Select **Add New** to generate a brand new SIP Profile.

4.3 Mark the **Enable External QoS** check box.

4.4 Fill-in all remaining fields within the SIP Profile Configuration window.

4.5 Click **Save.**

Step 5. Assign a SIP Profile to corresponding telephones.

5.1 Navigate to the Cisco Unified CM Administration, select **Device > Phone.**

5.2 Click **Find** to select an existing telephone.

5.3 When the **SIP Profile** drop-down list appears, select the SIP Profile that corresponds to your APIC-EM Controller for traffic management.

5.4 Complete all remaining fields within the Phone Configuration window.

5.5 Click **Save.**

Step 6. Configure call control discovery

6.1 Begin by configuring a Cisco IOS router. This will be set as your SAF forwarder.

6.2 Then configure your SAF security profile in order to ensure a secure connection between your SAF forwarder and the Unified Communications Manager. See Configuring an SAF Security Profile.

6.3 Configure your SAF forwarders. This allows the local cluster to be notified whenever a remote call-control entity advertises any hosted DN patterns. For more information on SAF forwarders, see Configuring SAF Forwarders.

Step 7. For SAF support, configure SIP or H. 323 inter-cluster trunks.

7.1 Navigate to the Cisco Unified CM Administration window, select **Device > Trunk.**

7.2 Select **Add New.**

7.3 Complete one of the following:

- For SIP trunks:
    a) When the **Trunk Service Type** drop-down list appears, select **Call Control Discovery.** Please note that once a service type is selected that it cannot be changed.
    b) Click **Next.**
    c) Configure all fields within the Trunk Configuration window.

- For inter-cluster trunks:
    a) Click **Next.**
    b) Verify that the **Enable SAF** check box is selected.
    c) Configure all fields within the Trunk Configuration window.

7.4 Click **Save.**

Step 8. Configure hosted DN groups.

8.1 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Call Control Discovery > Hosted DN Group.**

8.2 Configure all fields within the Hosted DN Groups Configuration window.

8.3 Select **Save.**

Step 9. Configure hosted DN patterns.

9.1 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Call Control Discovery > Hosted DN Patterns.**

9.2 Configure all fields within the Hosted DN Patterns Configuration window.

9.3 Click **Save.**

Step 10. Configure an Advertising Service.

This allows the Unified Communications Manager to safely advertise the hosted DNs and PSTN failover configuration for the cluster to all remote call-control entities within the SAF network.

10.1 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Call Control Discovery > Advertising Service.**

10.2 Configure all fields within the Advertising Service Configuration window.

10.3 Click **Save.**

Step 11. Configure a partition for Call Control Discovery

This ensures that all learned patterns are properly inserted into digit analysis for your partition.

11.1 Navigate to the Cisco Unified CM Administration window, select **Call Routing > Call Control Discovery > Partition.**

11.2 Configure all fields within the Call Control Discovery Partition Configuration window.

11.3 Click **Save.**

Step 12. Configure a Requesting Service

This ensures that the local cluster is able to efficiently detect advertisements from your SAF network.

12.1 Navigate to the Cisco Unified CM Administration, select **Call Routing > Call Control Discovery > Requesting Service.**

12.2 Configure all fields within the Requesting Service Configuration window.
12.3 Click **Save.**

12.4 Enable your call control entity to be able to be used on your SAF network.

Step 13. Block Learned Patterns

This procedure is performed on learned patterns that you no longer wish to use.

13.1 Navigate to the Cisco Unified CM Administration, select **Call Routing > Call Control Discovery > Block Learned Patterns.**

13.2 Select **Add New.**

13.3 Complete one of the following:

- Navigate to the **Learned Pattern** field and enter the sole learned pattern that you wish to block.
- Navigate to the **Learned Pattern Prefix** field and enter the appropriate prefix in order to block the learned pattern from the prefix that is added to the pattern.

13.4 Navigate to the **Remote Call Control Entity** field and enter the appropriate name of the remote call control entity that is responsible for advertising the desired blocked pattern.

13.5 Within the **Remote IP** field, enter an IP address for the same remote call control entity responsible for blocking the learned pattern.

13.6 Click **Save.**

Cisco Unified Communications

PROGRAMMING

Recursion in Programming

JOELLEH APRIL 20, 2020

Recursive Programming

Recursion is a commonly used computer programming technique used to solve problems by iteration. The recursion methodology allows a problem to be broken down into smaller parts. By solving smaller problems within the larger, one is able to reach the overall solution in a more concise manner by simply linking each result. Recursion is often used by programmers to complete complex projects that consist of many loose ends or to complete tedious tasks like probing a computer file system. This programming technique is often preferred over many others due to its ability to supply an easy and polished way of writing code.

Though recursion techniques are popular within the world of programming, it still, however, comes with a few disadvantages. Disadvantages of recursion use includes:

- The need for far more space and,
- longer time requirements.

Recursion is also known to use greater amounts of memory which causes the function to 'lag', or appear slow at times. Still, regardless of its perceived cons, it works well at providing clarity and simplification needed to debug complex code. It also performs other programming tasks like tree traversal which is a more advanced topic to be discussed.

Recursion in Java

When recursion is used in Java, it compacts the code but therefore also makes it a bit abstruse. Methods call themselves continuously when this technique is exercised in the program. To make this method easy to understand, imagine placing a pair of parallel mirrors towards each other so that they face. Whatever is reflected in between the two objects would appear to be recursive.

Listed below are a few examples of Java Recursion paired with functional code and explanations of how the method operates. We hope that this visual representation of recursion will make your understanding of this programming technique more clear.

```
public static void main(String[
] args ) {
    … • • …
    recurse()
    … • • …
}

static void recurse() {
    … • • …
    recurse()
    … • • …
}
```

Normal Method Call

Recursiv e Call

Example of a working Java Recursion

The example showcased above illustrates a **recursive call**. To halt a recursive call, one would need to insert some sort of condition within the method, otherwise, this method is called infinitely. Oftentimes, [the if-then statement]() is used to end a recursive call within the method.

The If-Then Statement
This is a common control flow statement. This basic control flow statement tells your individual program to implement a unique portion of code solely when a specific test is gauged to *true.*

As an example:

the E-Scooter class can cause the brakes to slow down the e-scooter's speed if and only if the e-scooter has reached a certain level of acceleration. An implementation of an applyBrakes method would look like:

```
void applyBrakes() {
    // the "if" clause: escooter must
be moving
    if (isMoving){
        // the "then" clause: slow
down current speed
        currentSpeed--;
    }
}
```

Example of the If-Then Statement

To learn more about recursive programming, visit this [recursion in Java]() link to explore an extensive computer science portal for geeks!

Press Release

Centers for Disease Control and Prevention

CDC Newsroom

Cigarette Smoking has Hit a Record-Low in the U.S. Among Adults

About 34 Million Adults in the U.S Still Smoke and Many Others are Using Alternative Tobacco Products

It looks as though Americans have kicked the habit. Cigarette sales have declined almost 13.7% since 2018 – this is the largest decline in almost 50 years. Though the *Morbidity and Mortality Weekly Report* shows that about 1 in 7 adults in the U.S. still smoke cigarettes, many others have converted to other tobacco products.

"This marked decrease in cigarette smoking is the achievement of a consistent and coordinated effort by the public health community and our many partners," stated Robert R. Redfield, M.D., and CDC Director. "Yet, our work is far from over. The health benefits of quitting smoking are significant, and we are committed to educating Americans about the steps they can take to become tobacco-free."

Cigarettes are Still the Most Preferred Tobacco Product

Data from the 2018 National Health Interview Survey found that approximately 49.2 million (19.7%) of adults in the U.S. actively use tobacco products. Cigarettes remain to be the most widely preferred tobacco product (by 13.7%), but are followed up by other products like cigars, cigarillos, e-cigarettes, pipes and hookah.

Between 2017 and 2018, e-cigarette sales grew from about 2.8% to 3.2%. Reports suggest that this increase driven by the growth of popularity amongst younger demographics. The use of smokeless tobacco also rose from 2.1% to 2.4% within the same time frame.

“We remain dedicated to keeping up with the evolving tobacco product industry to ensure strong regulatory oversight in light of the rise in the youths use of e-cigarette products in the U.S.”

Points of Disparities in Tobacco Product Use:

The use of tobacco products in 2018 was highest among the many subgroups listed below:

- Adults aged 25-44 (23.8%)
- Adults holding only a General Education
- Development (GED) certificate (41.4%)

- Adults who were uninsured, underinsured, or insured by Medicaid (27.8%)
- Demographics including: Non-Hispanic American/Indian/Alaska Native (32.2%), multiracial groups (25.4%), Caucasians (21.9%), and African-Americans (19.3%).
- LGBTQ community (29.2%)
- Households with an annual income of $35,000 or less (26.2%)
- The disabled (24.3%)
- Those living in the South (21.4%) & Midwest (23.6%)
- Divorcees, and widowers (22.6%), single adults (21.1%)
- The mentally-ill (36.7)

Future Plans and Implementations

Cigarette smoking is still remains to be the most prominent cause of preventable death, disease, and disability in the U.S. In a year, more than 480,000 people die from cigarette smoking and almost 41,000 deaths a year are due to secondhand smoke inhalation. Future plans are being made to implement a comprehensive, demographics-based intervention program. Strict regulation of the manufacturing and distribution of tobacco products and a continued effort in implementing proper surveillance and intervention is needed to erect change on a local, state, and national level. Kicking the habit is health beneficial at any age. Almost 70% of active users express a desire to quit and many often make an attempt on an annual basis.

Press Release

Embargoed Until: Friday, March 13, 2019, 2:00 p.m. ET
Contact: Media Relations
(678) 629-4295

The CDC works 24/7 to protect America's health, safety and security. So, whether disease begins at home or abroad, are curable or non-preventable, chronic or acute, or is derived from human activity or deliberate attack, the CDC addresses America's most critical health threats. The CDC is headquartered in the City of Atlanta and has expert professionals based throughout the country and around the world.

NEW DECADE, NEW ADVANCEMENTS IN TECHNOLOGY – 5G WIRELESS AND HOW IT WILL EFFECT OUR WORLD

A life without cables and cords may now be within reach. 5G wireless technology promises an end to wired cable communications.

The introduction of 5G wireless calls for about four hundred times more cell towers than what is currently deployed. Such a large-scale addition calls for a dramatic change in landscape- or so we thought. Developers are now proposing that the new 5G towers will operate from smaller transmitters, therefore allowing them to be cleverly hidden within city lampposts and other key locations of high traffic.

Overall, the aim of 5G wireless technology is to shift the industry into a faster, more sustainable steam engine as 4G transmissions have already pushed us far into the opposite direction, reaching a level of unsustainability faster than industry professionals predicted. Though the industry has received some push-back, officials responsible for the massive project are still edging forward. Consumers have already expressed disinterest in increased rate costs, causing communication companies to convince their customers of 5Gs long-term capabilities.

5G PROMISES

Driverless Automobiles – Renowned Engineer's like Elon Musk are already on the cutting edge of technology when it comes to driverless automobiles. The unveiling of his 'Cybertruck' will connect people with commerce in real- time, alleviating problems of driver and traffic delays.

More Cloud Computing at a Faster Pace – 5G its consumers more storage and faster downloads by providing connectivity to an increased amount of wide-area networks (WAN). These powerful transmitters reduce lag and latencies allowing users to store large files and complete workloads.

Currently, software companies like SK Telecom are already signing deals with large infrastructures including hospitals. They are hoping to partner with end-of-life providers to offer AR & VR devices to patients suffering from chronic pain and/or anxiety/depression. High connectivity would also allow doctors to provide critical care in rural areas.

Landing Page

APARTMENTFIND

MY FINDS | SIGN-IN

Find a place to call Home.

For Rent | Rooms | Agents | All Listings

< Back to Search Results

< 8 Images >

Property	Nearby	Demographics

1 bedroom | 2.5 bathrooms | patio

FEATURES

In-Unit Washer & Dryer
Fitness Center
Gated Access
Swimming Pool
All Utilities Included
Pets allowed

1 bedroom, 2.5 bath for rent
34 W. Peachtree St

SKYHOUSE BUCKHEAD

Available Now

$1, 300

Metro Atlanta Property Management
555.343.5684

EMAIL AGENT

SHARE | TWEET | EMAIL | PIN

Term: Winter | Issue: One | Date: January 24, 2020

NEW CASINO

Atlanta Motor Speedway has a 1 billion dollar casino resort under contract. Spokespersons for the project are saying that the new development will include a hotel, indoor/outdoor water park, restaurants and even a few condos. Conveniently located just 30 miles from the Hartsfield-Jackson Airport and Downtown Atlanta, the city is expecting a big pay-off from this new attraction.

Atlanta Beltline

THE ATLANTA BELTLINE IS NOW OFFERING:

- Free Fitness Classes
- Marathon & Race Series
- Bus & Bike Tours
- Art Events
- Free Art Gallery

Come out and explore Atlanta's popular historic neighborhood!

Important Dates

January 28, 2020 – Tax Allocation District Advisory Committee Meeting (TADAC)

February 1, 2020 – Northside Park Run 5K Run/Walk

CASTLE FOR SALE!

The Midtown Castle, located on 15th Street is up for sale! It was originally designed by Ferdinand McMillan in the early 1900s and since, has had a facelift to its roof, plumbing, electric wiring, sprinklers, alarm and HVAC systems.

| 124 Reviews

ArtNaturals Ultrasonic Essential Oil Diffuser + Humidifier with Bluetooth and Alarm Clock

UPC: 816820020698

$39.00 - $59.99 RESTOCKED

1 ADD TO WISHLIST

Add To Cart

SKU:0013 Categories: Featured Products

ArtNaturals BPA-Free Oil Diffuser and Humidifier encased in woodgrain finishing also includes alarm clock functions and timed-mist settings for personalized comfortability and use. It’s what we believe.

Other features:

- *Auto Shut-Off*
- *Bluetooth Capabilities*
- *BPA Free*
- *LED Lighting*

Share Us!

SHARE | TWEET | EMAIL | PIN

DESCRIPTION

Our diffuser is packed with features including Bluetooth capability and LED lighting. So, if you're looking to set the mood, simply affix the diffuser to your favorite color or choose to have them dance around in alternating colors of blue, green, purple, yellow, orange and red. ArtNaturals Ultrasonic Essential Oil Diffuser was created specifically with YOU in mind.

FUNCTION

The ArtNaturals Oil diffuser is composed of a disk instrument, that, when hit with an electrical current, induces a vibration that emits essential oil particles into the air. These particles then become humidified, helping you breathe a bit deeper while simultaneously moistening your sinuses for better air quality.

SAFETY

It is common for people to choose to use essential oils in various manners. Topically and internally, to name a few (though consuming most essential oils directly can result in toxicity). While we hold the quality of ArtNaturals Essential Oils to the highest standard, we absolutely do not suggest them for internal consumption. ArtNaturals Essential oils are presented solely for aromatherapy and we recommend them for inhalation and topical use only, as both methods are proven and effective by the Federal Drug Administration. When operating the diffuser, please keep uncovered. Also, while our product is generally safe for use around children and pets, please keep it out of their reach while the product is turned on.
We encourage the use of our ArtNaturals Essential oil diffusers in all ayurvedic healing practices, man or woman! Please be aware that some essential oils including bergamot, sandalwood and lavender can initiate neurotransmitter activity in the brain. This means that our diffusers can help promote the release of hormones like serotonin and dopamine. When desired, allow ArtNaturals to assist you in a more restful, uninterrupted slumber.

USE OUR PRODUCTS TO:

De-Stress: Life can get crazy. Use our essential oil diffuser to aid in your relaxation at the end of a long day.

Lift Your Spirits: In addition to its ability to help you unwind, our diffuser also has mood boosting effects that can assist in welcoming in higher vibrations.

Set Ambiance: Whether you're in the mood for a candle light dinner, morning meditation, or mid-day picnic, our ultrasonic essential oil diffuser is the perfect tool to set the tone for any inspired moment.

Facilitate Clean Breathing: Such essential oil aromas like eucalyptus and wild orange can be a wonderful relief to seasonal ailments. Use them to combat a runny nose or chest congestion.

Aid Brain Clarity: Take control of your day! Essential oils are known to help produce laser-sharp focus and overall brain clarity. Say goodbye to anxious thoughts and depressing days.

Beat the Heat: For hot summers and sticky nights, use your favorite essential oil aromas to tackle record high seasons. Sleep in the cool, crisp air you've always dreamt of.

Practice Safety: Our essential oil diffuser is safer than your traditional candle or incense. Enjoy aromatherapy in your home without the woes and worries. No need to think about possible burns or spills. Our diffuser is furniture safe and child friendly, so that you can have the freedom to diffuse accident and hazard free.

DIRECTIONS FOR DIFFUSER USE:

-

- To emit mist: Uncover the diffuser and pour water to maximum waterline.
- Carefully, add 5-6 drops of essential oil of your choice (not included) and replace the cover.
- Press "Mist" to begin. Enjoy!

HOW TO CLEAN YOUR DIFFUSER

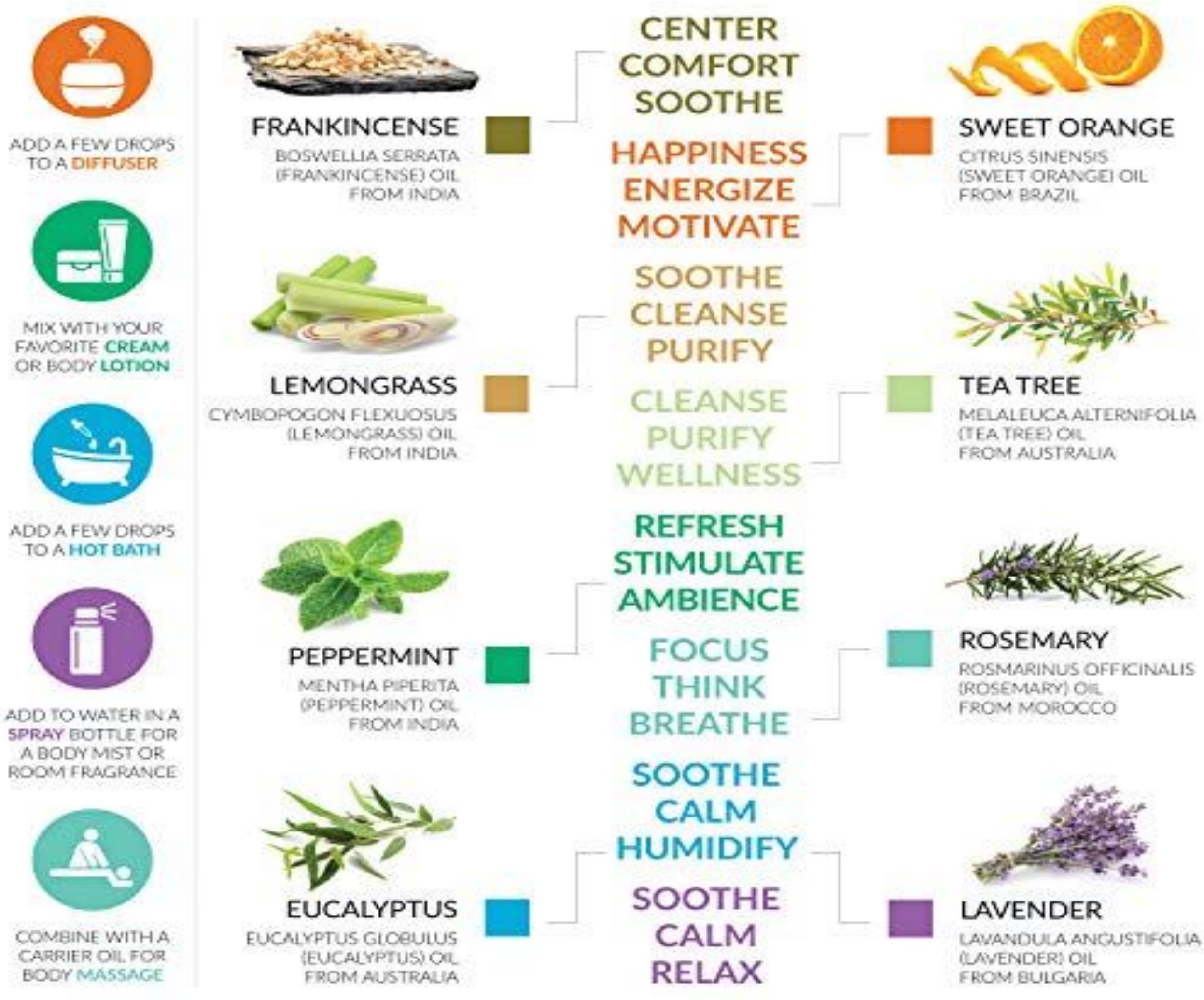
It is recommended that your clean your diffuser at least once a week.
(please refrain from using any other water than distilled water for both oils and cleaning)

- Using distilled water, fill the device half-way before adding 1 tablespoon of apple cider vinegar.
- Turn the diffuser on to initiate a mock cleaning cycle and allow the diffuser to run for 5-10 minutes.
- Drain the diffuser. Use distilled water to rinse the device and a Q-Tip to wipe the disc area clean.

For further instructions on using the other components such as: timer, light, Bluetooth connection, clock and alarm, please review the directions shipped with diffuser.

It's been a busy work week and you can't wait to get home. Upon entering, your senses are delighted by an aroma of your favorite scents: lavender, eucalyptus, and chamomile. You take a deep breath in, close your eyes and prepare for daily meditation.

ESSENTIAL



OILS

Customer Review Snapshot

★ ★ ★ ★ **4** Out of **5** Stars

See What Our Customers Say!

Most helpful positive review

Most Relevant

Sort By

1 – 3 of **5** reviews

"I highly recommend! Great product for aromatherapy and the device automatically connects to your device or phone. 5 Star quality."

Brandon, Jan 10, 2020

"It is amazing. I am so satisfied with my purchase! 8 bottles of essential oils come in the package for a great value. Would buy again."

AlisonB, Nov 3, 2019

"Great product for your work desk. Keeps me calm and centered throughout my day. I can't wait to purchase more oils."

JamieN, Sept 25, 2019

HAPPY DIFFUSING.

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Hobbies > Bikes

OVERVIEW

iCrea8 Waterproof E-Bike

Portable Aluminum Electric Bicycle

★★★★★ (2 Reviews)

$415 USD LOW STOCK

COLOR: BLACK

SELECT COLOR

BUY

♡ ADD TO WISHLIST

Faster Shipping
3-5 day shipping is available for this product!

Express Shipping $12USD
Arrives next Monday

Standard Shipping $10USD
Arrives next March 17-25

Description

Show Less

100% Brand New.
Material: Aluminum
Color: Black, White
Length: 1050mm/ 41.3inch
Height: 200mm/ 7.9inch (Folding), 500mm/ 19.7inch (Unfloding)
The distance between pedal and floor: 200mm/ 7.9inch
Wheel Diameter: 300mm/ 11.8inch
Saddle Size: 250 x 180 x 50mm/ 9.8 x 7.1 x 2.0inch (L x W x H)
Capacity Weight: 120kg
Speed: 20km/h
Max Speed: 30km/h (app adjustable)
Bike Weight: 12kg
Range: 20KM
Brake Type: Rear disc brake
Voltage: 350W 36V

Charge Voltage: 42V Input Voltage: AC 220V Max Gradient: 15 Degree Battery Capacity: 4.4ah 2 Plugs: US Plug, UK Plug Support System: Bluetooth (above Android 4.3/iOS 8)
Note: Due to the difference between different monitors, the picture may not reflect the actual color of the item. We guarantee the style is the same as shown in the pictures, but not the same performance on different bodies as on the model. Thank you!

Customer Reviews

Show More

★★★★★

Diamond
about a month ago
Fast and efficient thanks

Sold By
Store Ratings

iCrea8
4.0
(1898)

Buyer's Guarantee

Shop with Confidence!

You matter! We hope that you are completely satisfied with your purchase from Wish. But if not, please feel free to return all products within 30 days of delivery if they are not up to your satisfaction. If you have any questions, comments or concerns, contact us here.

Instruction Manual

How to Use

Jumper Cables

Basics Before Beginning

If you drive a car, it is imperative that you have a pair of jumper cables accessible to you in case of unforeseen circumstances. More importantly, it is vital that you know how to use them when necessary. There are times that we may leave our car running, our lights on, or, our batteries may die and our car will refuse to start…these are the moments when jumper cables (and a can of Coca-Cola) come in handy most.

We all drive cars, but not all of us are car people. Our knowledge of cars and its functions can vary, which means that in some cases, we may not know how to select the correct jumper cables for our needs. Be made aware that in the case of an emergency, any set of jumper cables can be used rather than having no set available at all. But, if you are opting to purchase a brand-new pair, it is suggested that choosing a pair that is 4 to 6 gauge and at least 20 feet long will suit most needs. The length is recommended specifically for those complicated situations where maybe it is impossible to place the two cars in an adjacent position when one is attempting to connect the batteries.

This instruction manual will provide the basic instructions on how to connect the cables and start the engine. It is critical that you are extremely cautious when handling jumper cables. Be proactive in advising anyone live on the scene. Be sure that they:

1. **Prevent the red and black clamps from touching**
2. **Assure the cables stay apart during set up**

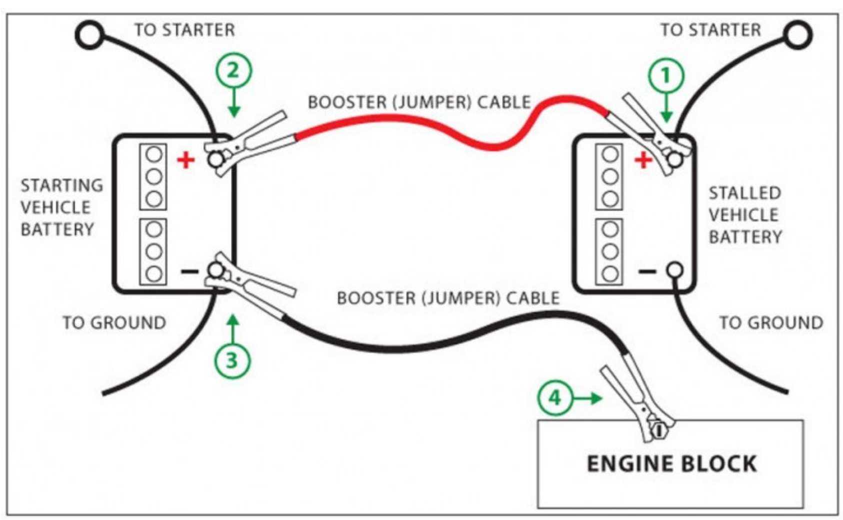
CONNECT THE CABLES

1. To begin, **PARK** the car with the sustaining battery adjacent to or directly across from the vehicle with the malfunctioning battery
2. Locate the batteries in both vehicles by **OPENING** their hoods
3. Assure that the battery posts are visible by **REMOVING** any plastic hoods
4. **SOURCE** the posts and remove any debris
5. **LOCATE** the positive (+) and negative (-) posts. The posts may be distinguished by color (red and black) or by the plus or minus signs.
6. **GRAB** your jumper cables
7. **ATTACH** one red clamp to the post of the dead battery marked with a positive (+) sign.
8. **ASSURE** that the clamp is firmly connected. These cables are equipped with a sturdy spring and plush handle for proper placement and secure positioning.
9. **PLACE** the opposing clamp of the same cable to the positive post of the live battery. Assure the clamp is securely connected
10. **ATTACH** a black clamp to the negative post of the live battery. Assure that the clamp is fixed.
11. **PLACE** the opposing clamp of the same cable to the exposed metal surface on the engine of the vehicle with the dead battery to offer grounding for the jump. These cables are ideal for any size car including vans, large-size SUVs, full-size cars, mid-size cars, trucks and compacts.

START THE ENGINE

1. **START** the engine of the car with the live battery
2. **LEAVE** the vehicle in idle for a few minutes
3. **START** the engine of the car with the dead battery
4. **LEAVE** the vehicle in idle for a few minutes
5. **OBSERVE** the car with the dead battery.
6. **REMOVE** the black clamp from the battery of the dead vehicle with caution, if the vehicle now runs without any problems
7. **REMOVE** the red clamp from the live car's battery
8. **REMOVE** the red clamp from the dead vehicle's battery.
9. **PLACE** the cables back into travel bag for safe and compact storage

10. **DRIVE!**



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Cash App

Cash App is a person-to-person payment app developed by Square, Inc., that allows you to complete money transactions by a tap of a finger. This mobile payment app can send money from you debit card, direct deposit your paycheck, and make requests to receive money from family, friends, and colleagues. ...More

Release Notes

What's New in Update 3.9.0

What's New

We've got a new app button that'll hopefully catch your eye we you find us in your App Store.

Bug Fixes

- Users seeing error message when signing in.
This will not happen anymore.
- Users seeing duplicate error message when signing in.
This will not happen anymore.
-Multiple crashes at launch.
This has been eliminated.
-Money payments not processing, screen freezing.
This will not happen anymore.

Cash App 3.9.1

January 13, 2019

Bug Fixes

- Fixed: If you receive money, you can, once again, receive either a silent or loud alert, text message, or no alert at all. Totally up to the discretion of the user.
- Fixed: Profile picture changes can now be made again, so show us your pretty face!
- Fixed: We fixed everything! (hopefully)

Journalistic Lede

Featured Article

Gadget Hacks Offers Solution to Smartphone Users with the Creation of the "Open Link With" App

Developer, Said Dane, creates new "Open Link With" App as a solution for the most common complaint from iOS and Android users alike, the inability to use preferred apps in place of standard default app settings.

By: Joelle Hedgepeth | Published on May 23, 2019 | Updated on Jan 2, 2020 |

Related Topics: **Technology, Applications, Smartphones Life Hacks, Tips, Tricks**

SHARE | TWEET | EMAIL | PIN

Google Developer Expert, Said Dane, has built an application for smartphone users as a lasting solution to minor hiccups in the device's functionality. Serving as one of the most important tools used in our everyday lives, we have now grown accustomed to the sense of comfortability and convenience these hand-held devices offer. With that, users and loyal customers are now seeking even more customization features and easy-to-use applications, but they aren't willing to wait much longer for them. Gadget Hacks, an online guide that offers smartphone life hacks, commissioned Said to tackle this very problem. Users were complaining about simple fixes, like, not being able to change default app settings to their preferred applications. So, this is what they came up with: Android users should consider downloading the "Open Link With" App. "Open Link With", developed by Said Dane, allows you to open links with your preferred app rather than with your smartphones standard default settings. To utilize this app, access

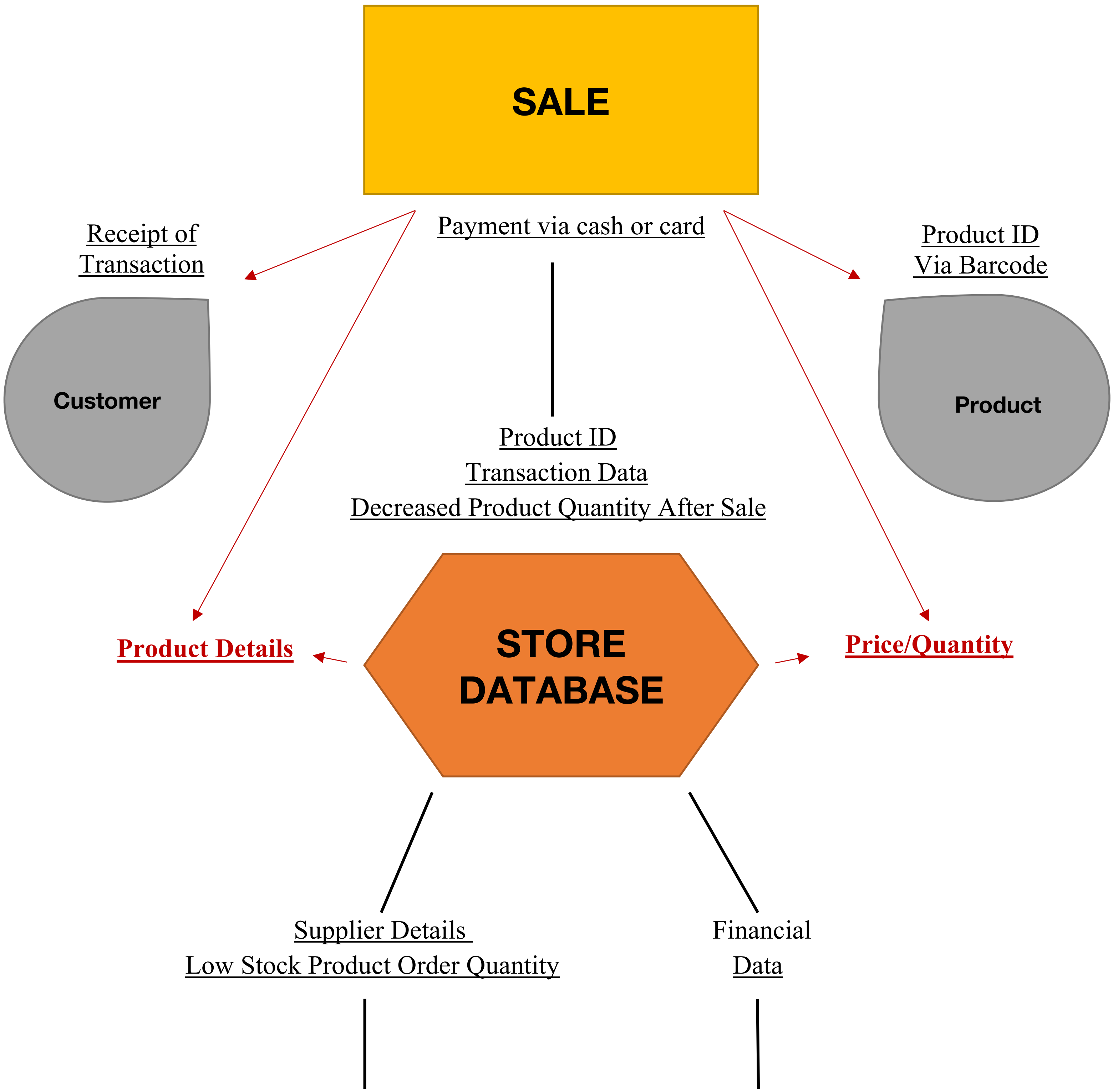
Google Developer Expert, Said Dane

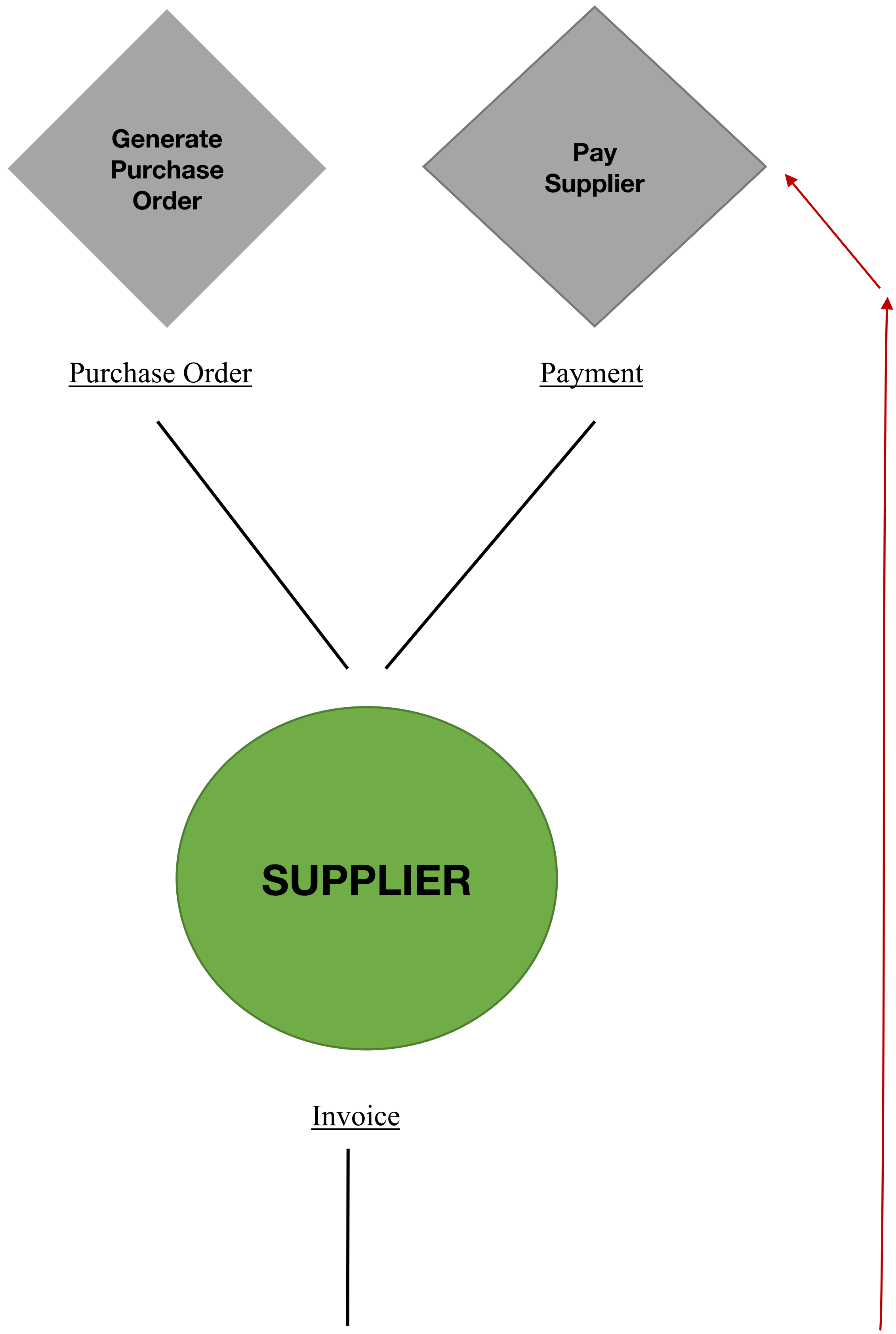
the free install from the Google Play Store. Once the install is complete, grant the app ‘Usage Access’. (Please note that in order to complete this step, the ‘set-up guide’ that appears must be read.) Once completed, an “Open Link With” button should appear to confirm the flip-through of the guide. When the button appears, select it and enable ‘Usage Access’ on the screen that follows. Usage Access allows the app to internalize your preferences in order to offer you your most frequently used preferences first! Now, upon proper install, simply navigate to the ‘Android Share Menu’ and select “Open With.” Here, you may choose your app of choice from your personalized list whenever you like!

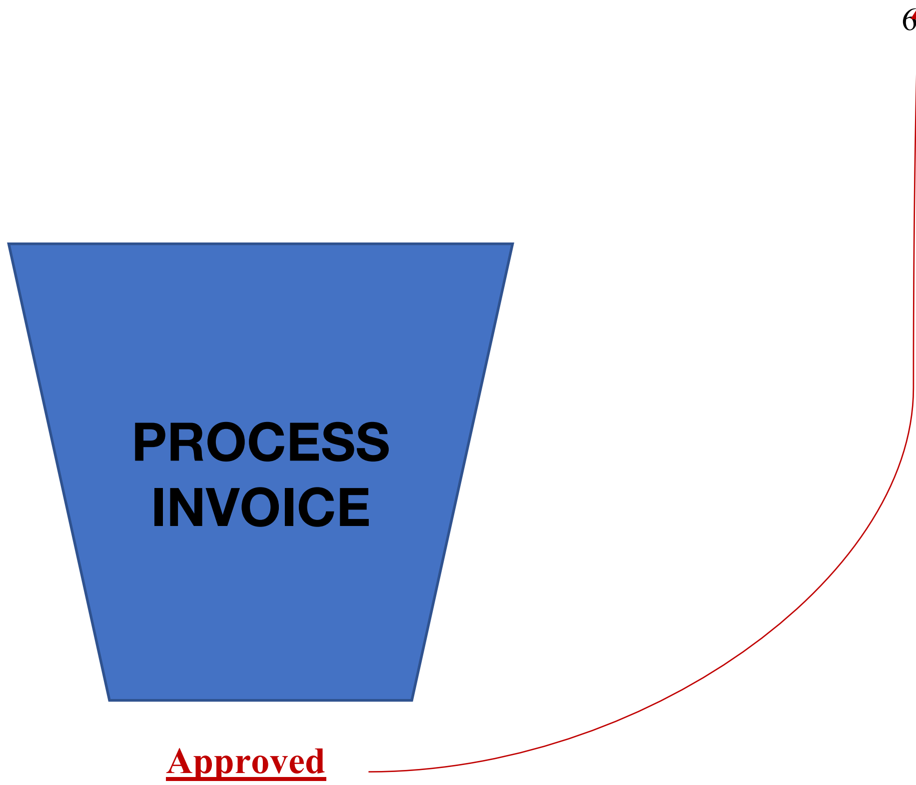
iOS users should consider the “Opener” App as a solution to this same problem, though it should be noted that the two applications function completely different. The Opener App allows you to open links from the web on your preferred application! To utilize this app, begin by copying your desired link. Once the link is copied to your mobile clipboard, launch the ‘Opener’ App and select the desired application you wish to open the copied link with. Now, upon successful install, one may tap the ‘Opener’ option and this action will allow for the user to choose which default app that they would like to use in order to open the link that has been copied. Both applications can be purchased for just $1.99. What a steal!

Workflow Diagram

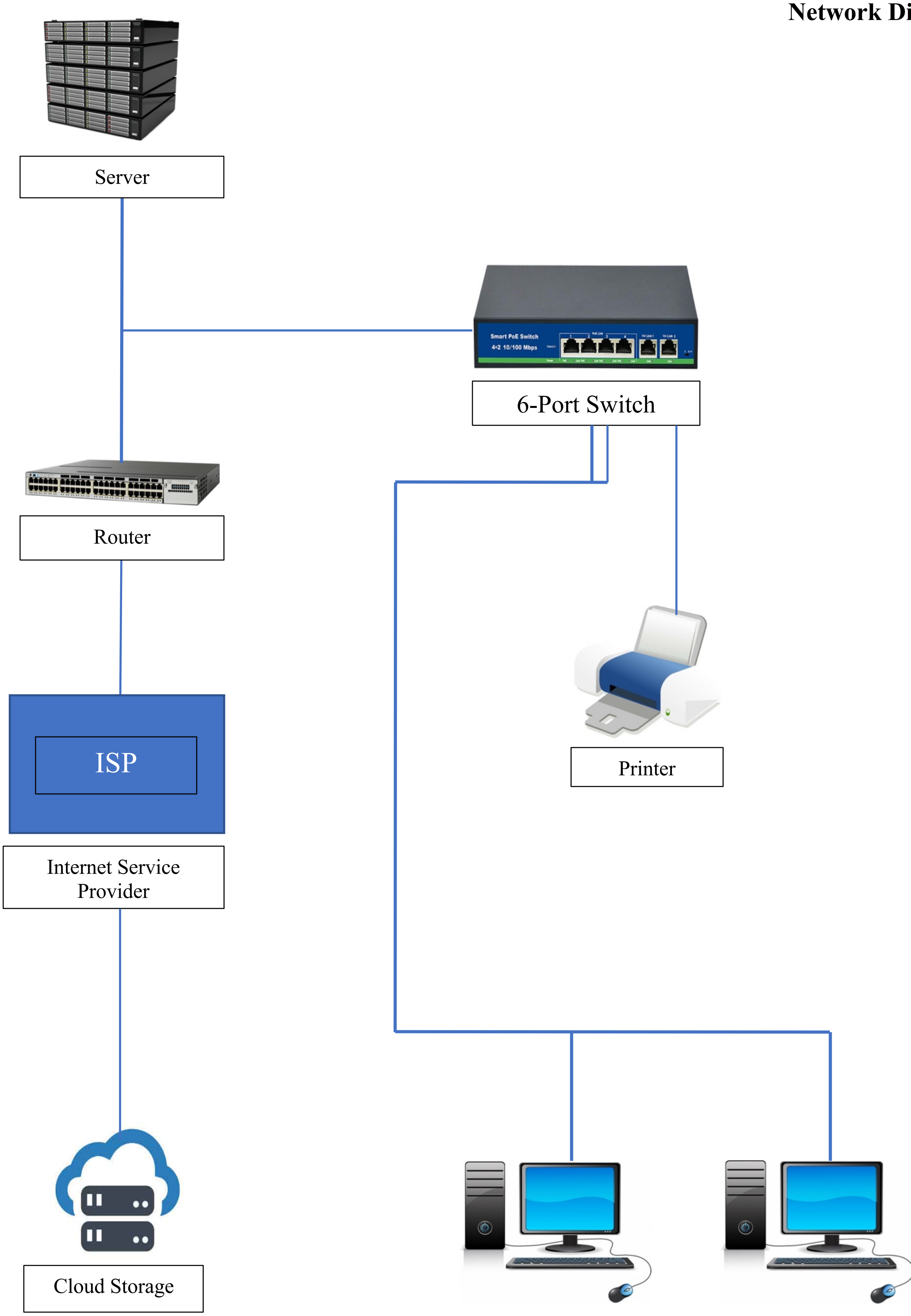
Point of Sales Terminal Data Flow Diagram




Generate Purchase Order
Pay Supplier
Purchase Order
Payment
SUPPLIER
Invoice


PROCESS
INVOICE
Approved

Network Diagram



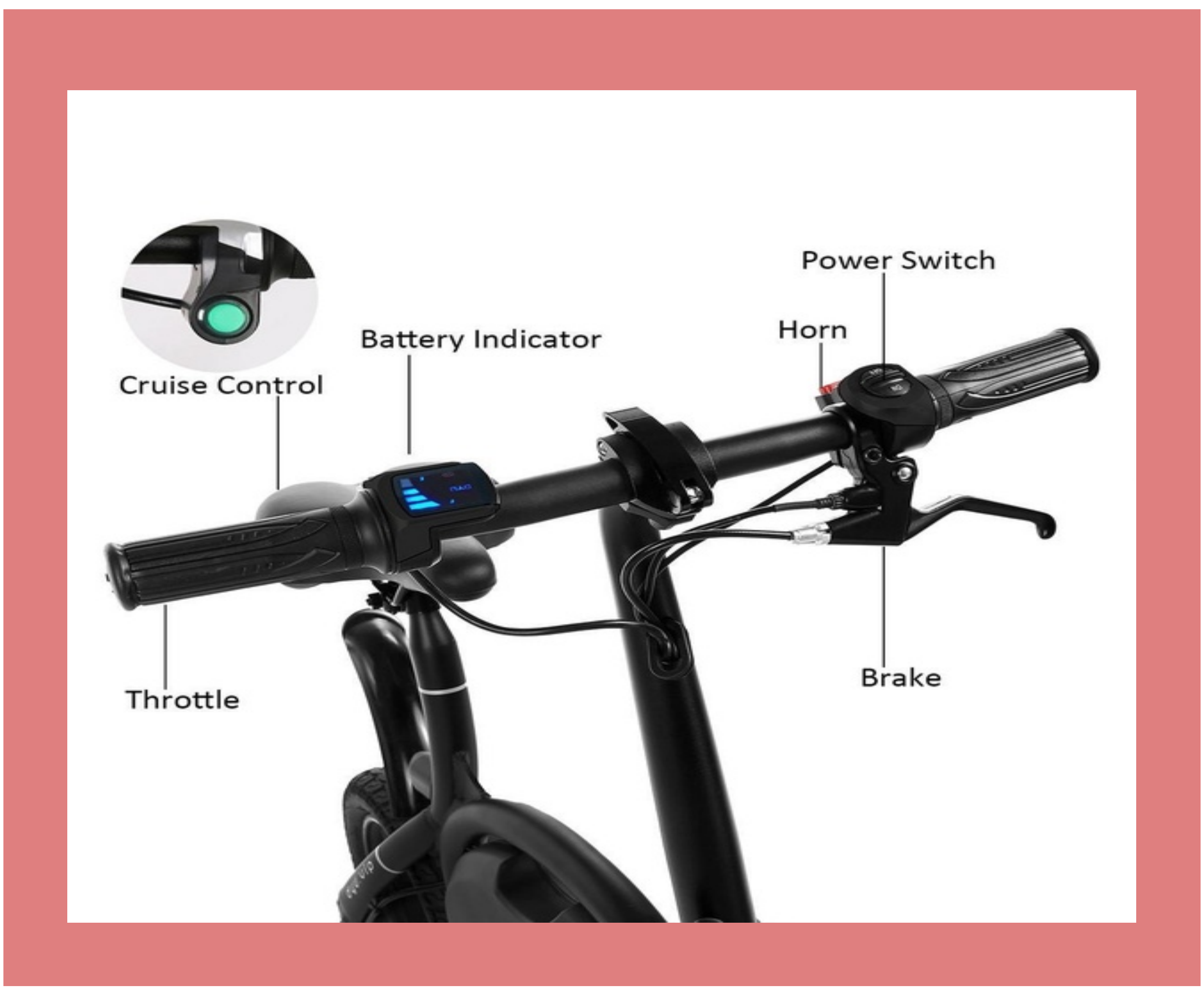
FUN. FAST. EFFICIENT.

QUICK START UP GUIDE

1

TURN ON

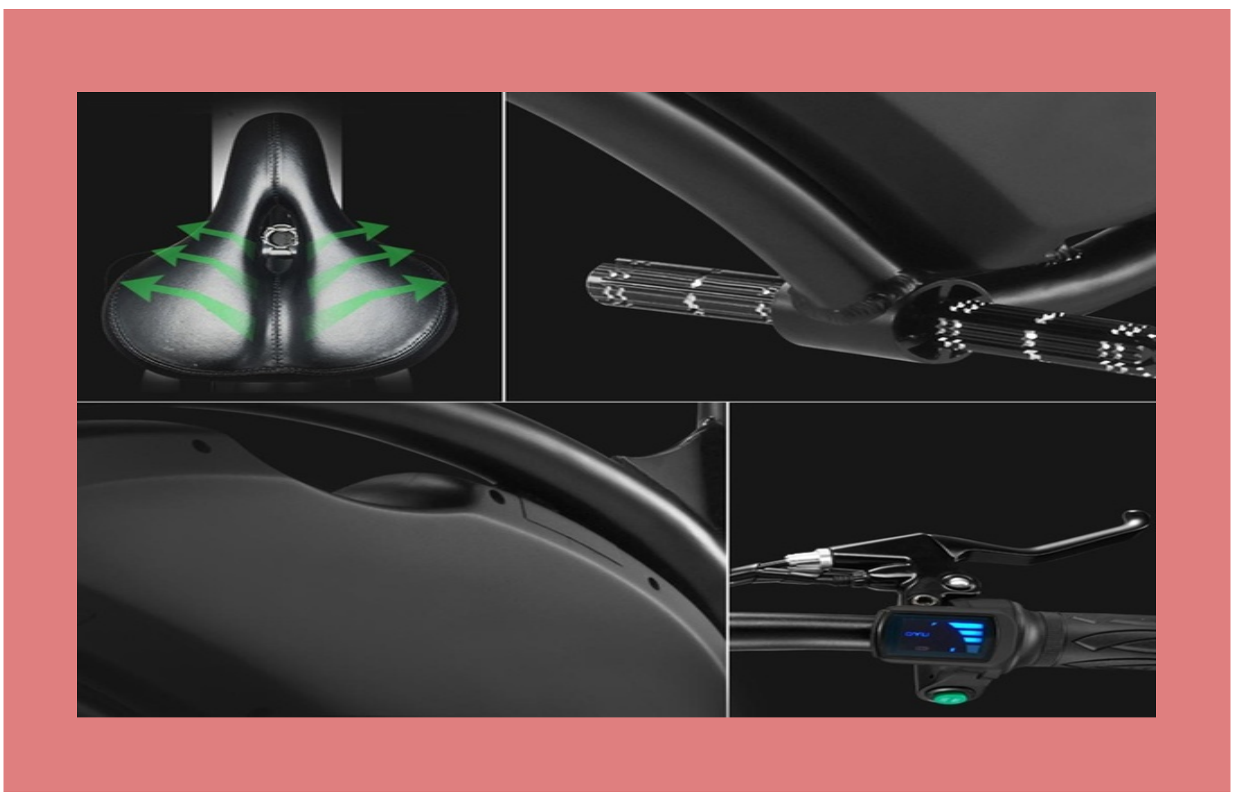
Activate your iCrea8 e-bike by pressing **ON/OFF** button.



2

GENTLY APPLY THROTTLE

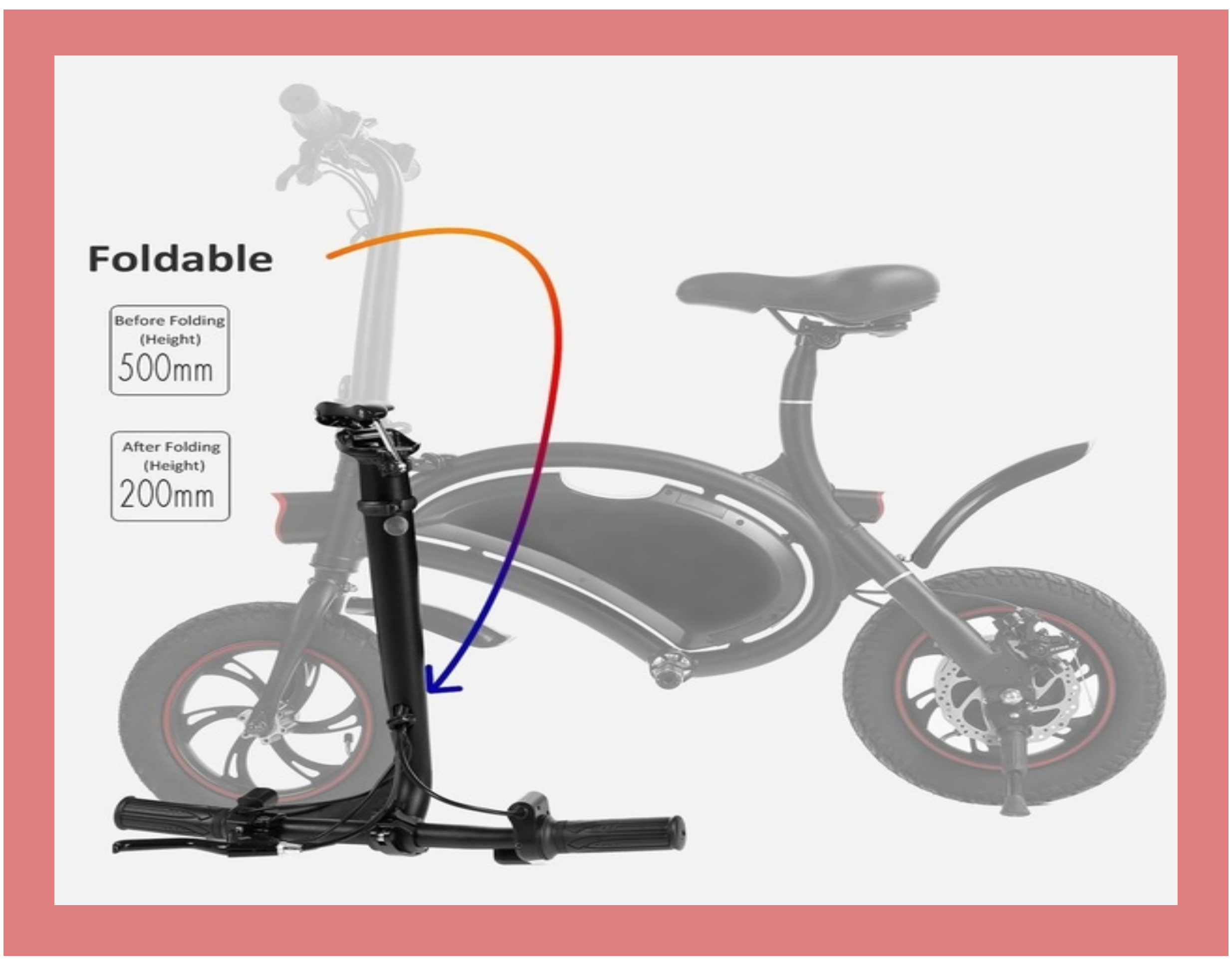
The iCrea8 e-bike is equipped with a thumb throttle. Engage it to accelerate. Disengage it to slow down.



3

TURN OFF

To turn the iCrea8 e-bike off, press the power **ON/OFF** button.



Our customers matter. If you have any questions, comments, or concerns regarding your vehicle, we would love to help! Simply contact one of our Customer Service Team Members by visiting

www.rideicrea8.com/contactus

Ride Free. Ride Safe. Ride iCrea8.

User Guide

Owner's Manual
Model TN1200

1

The New Commuter Scooter.

iCre8 has developed a new option for commuter scooter users. Designed and engineered for optimal functionality and road safety, these scooters are equipped to perform multiple rides on a 24-hour charge.

Ride free, Ride Safe, Ride iCre8.

Highlights

Optimal Design: Safer breaking system, no exposed cords or cables, bright lights and better stability.

Battery & Protection: Longer lasting battery, Energy Efficiency System allows you to ride in inclement weather.

Increased Durability: New exterior frame increases the lifespan of the scooter by 5 years.

Comfort Tires: Custom-designed wheels allow for a smooth, comfortable ride.

Certified Safety: Certified by nearly 31 different US safety agencies, our scooters offer the highest level of rider safety.

Details

Specs

Top Speed	35 mph
Range	40mi
Battery Charge Time	7.0 Hours
Lights	Automatic Front & Rear LEDs
Lock	Digital/Mobile
Brakes	Front Motor Brakes
Connectivity	Bluetooth/Wifi
Weight Limit	250lbs
Wheels	Alloy
Battery	12.5 Amp-Hr
Charging	Electric Charging

Dimensions

Length	50.4”
Width	19.35”
Height	57.60”
Weight	40.7 lbs

Table of Contents

Safety Warnings
Every commuter scooter has its dangers, even when riding is practiced during ideal weather conditions. It is imperative that all users perform proper maintenance on all scooters to reduce the risk of accidents and injury. Operate iCrea8 scooters in conjunction with the following instructions:

This owner's manual consists of relevant safety information in regards to owning and operating this device. It is the owner's responsibility to read and review this information in its entirety to assure that all riders are aware of all liabilities. iCre8 recommends periodical review and inspection of your device.

iCre8 doesn't recommend any riders of the device under the age of 16. Any rider who ride comfortably on the scooter should not attempt to ride it. Keep this device away from small children.

Riders should not exceed the iCrea8 weight limit.

RIDING THE iCRE8 SCOOTER IS ENTIRELY AT YOUR OWN RISK.

Before You Ride

- Before initiating a ride, please inspect your scooter for any abnormal wear and tear.
- Be sure to locate all brakes and levers in both the front and rear of the scooter.
- Check that tires are inflated properly.
- Adjust all other settings to your comfortability.

Proper Riding Attire
Proper Protective Attire includes an approved safety helmet as helmets may be required by your local law enforcement. iCre8 also recommends wearing a long-sleeved shirt, pants and gloves when operating a scooter to avoid any cuts or bruising in the case of an accident.
PLEASE WEAR ATHLETIC SHOES AND DO NOT RIDE BAREFOOT!

Where to Ride
Commuter Scooters are meant to be used in designated riding areas like bike lanes, boardwalks and other city paths. Please read and understand your local laws as some cities do not allow riding on sidewalks and other city properties.

WARNING
Persons with the following conditions and ailments should not own or operate iCrea8 commuter scooters:

- Pregnant women
- The deaf and/or blind
- Those suffering heart conditions
- Persons with head, neck or back ailments or those who have recently had surgeries on the above areas
- Those with mental or physical incapacities

iCRE8 SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE, LOSS OR INJURY OF ANY KIND, INCLUDING PERSONAL INJURIES, DAMAGES TO PROPERTY, OR DEATH RESULTING FROM THE USE OR MISUSE OF THIS PRODUCT.

Charging
Proper charging requires a full 6-8 hours to ensure a full days use. When the iCrea8 battery is fully charged, the light indicator will change from red to green. To maximize the life of your battery:

- Regularly examine your charger cord for any wear and tear, or damage.
- Be sure to "Power OFF" the scooter when not operating or charging it.
- Do not charge the scooter near any flammable objects or fire hazardous materials.
- Always unplug the scooter and the charger when not in use.

Please Note
SOME INSURANCE POLICIES DO NOT PROVIDE COVERAGE FOR ACCIDENTS INVOLVING COMMUTER SCOOTERS, PLEASE VERIFY COVERAGE WITH YOUR INSURANCE COMPANY BEFORE OPERATING ANY iCRE8 PRODUCTS!

Quick Start Guide
1. **Turn On** – Activate the iCre8 scooter by pressing power **ON/OFF** button.
2. **Gently Apply Throttle** – The iCre8 commuter scooter is equipped with a thumb throttle. Engage it to accelerate, disengage it to slow down.
3. **Turn Off** – To turn the scooter off, press the power **ON/OFF** button.

Maintenance & Care
- NEVER allow the charger cord to come into contact with water. This may ruin charger functionality and cause electric shock. Never touch the scooter with wet hands.
-NEVER allow the battery or any other electric component of the scooter to get wet.
-Perform regular visual inspections of the battery and cord. If there is any visible damage, DO NOT use or operate the commuter scooter.
-**Failure in regular recharge may result in an inoperable battery. Please recharge battery at least every 2-4 months.**

Warranty Info
iCre8 offers a selection of product and performance warranties to customers who purchase iCre8 products directly from the company website or from any approved authorized retailers.

Warranty Period
-The warranty period will begin on the day of purchase and will be valid for (2) years after date of purchase.
-The warranty will cover all parts and repairs for the duration of the warranty period.

Routine maintenance is not covered by any offered warranties. Any expenses that occur from routine maintenance is the sole responsibility of the customer.

Covered Items
The repair and replacement of covered items is at the sole discretion of iCre8. Covered items include material defects and factory recalls.

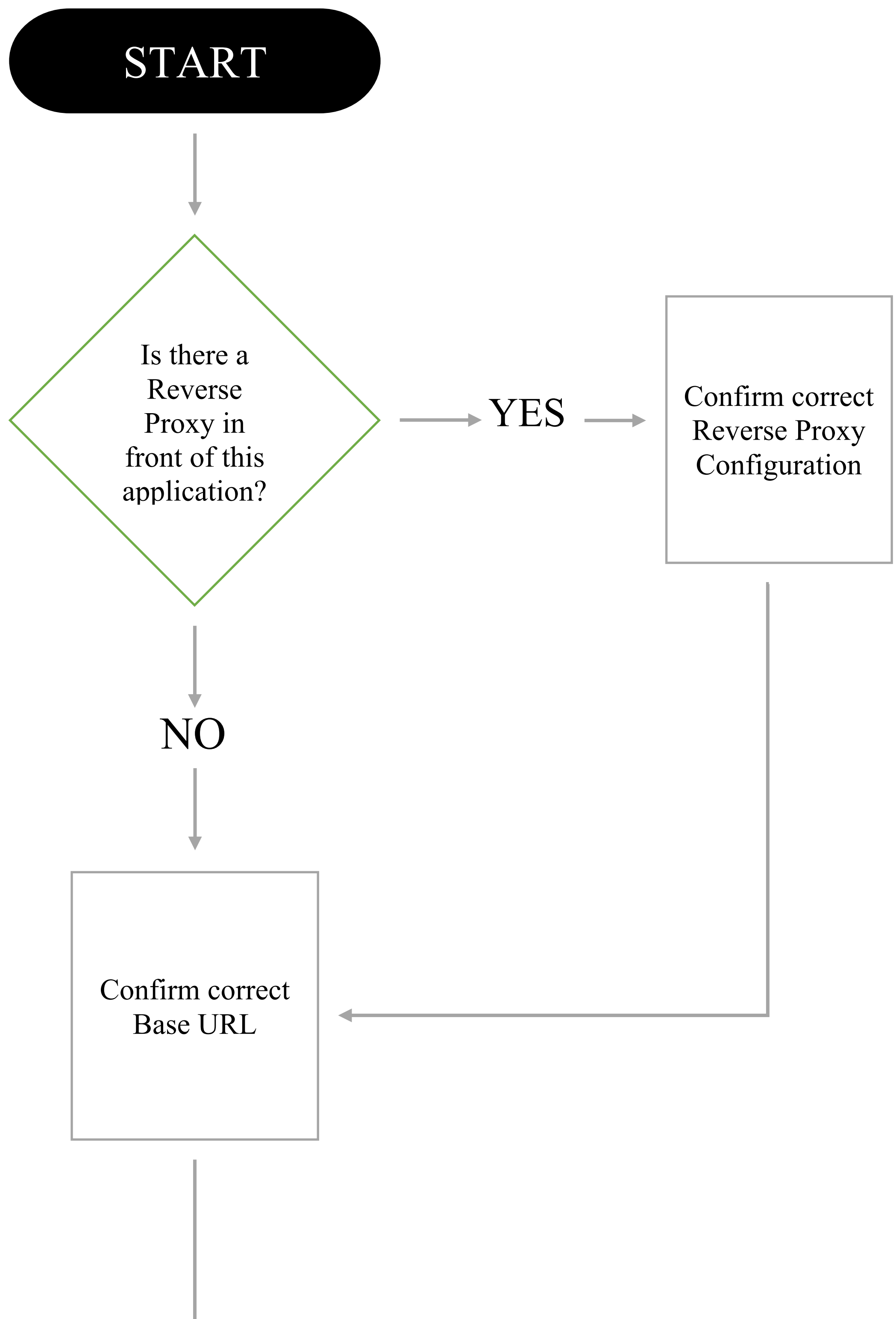
Battery Warranty
All iCre8 equipped batteries are covered for (2) years after the date of purchase.

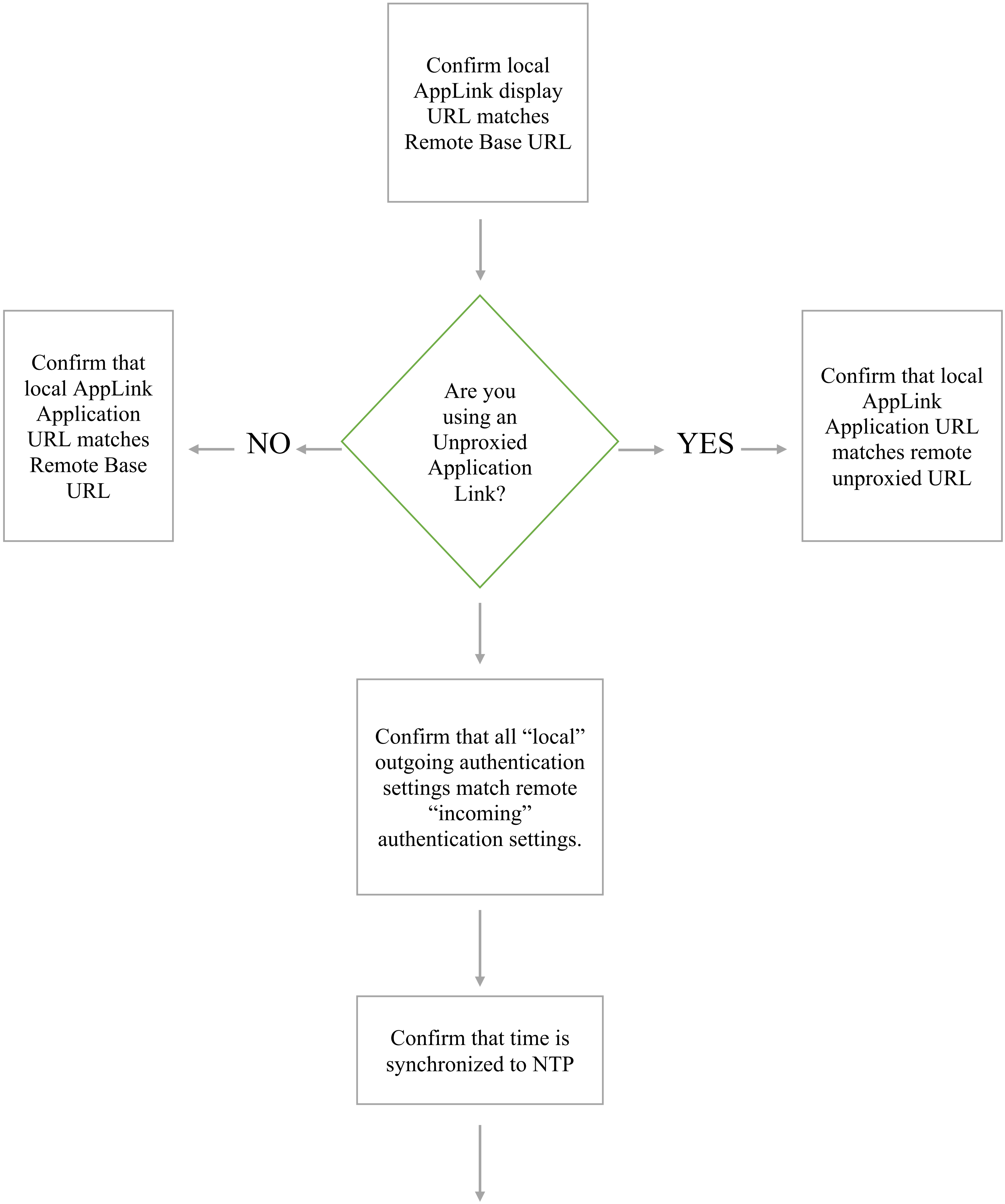
What your Warranties do not Cover
iCre8 warranties do not offer coverage for:
-Any accessories, lights, tires, or breaks.
-Expenses acquired from routine maintenance, or the cost of replacement parts due to normal wear and tear.
-Any cosmetic concerns.
-Damage caused by the installation of third-party accessories or applications.
-Malfunctions or performance problems caused by water damage, or fire.

Voiding Warranties
iCre8 warranties will be voided if:
-Any mechanical or operational issues occur along with the appearance of an 'Error Code'.
-Any scooter is declared at a "Total Loss".
-Issues occur due to over-heating, water damage or exposure to inclement weather.
-Any electronic system alterations have occurred.

Disclaimer: Warranties do not cover shipping damage.

Troubleshooting Application Links Flow Diagram




Confirm local AppLink display URL matches Remote Base URL
Are you using an Unproxied Application Link?
NO
Confirm that local AppLink Application URL matches Remote Base URL
YES
Confirm that local AppLink Application URL matches remote unproxied URL
Confirm that all “local” outgoing authentication settings match remote “incoming” authentication settings.
Confirm that time is synchronized to NTP

Confirm that Remote API is enabled (if applicable)

↓

Contact Support

↓

END

TERMINOLOGY

- "**Local**" refers to the application you are actively troubleshooting
- "**Remote**" refers to any other applications available

Indigenous Skin Technical Specification Sheet

Unsafe Beauty Products for People of Color How Indigenous Skin Plans to Help.

January 19, 2020

Author: Joelle Hedgepeth

OVERVIEW:

Why Choose Indigenous Skin?

In light of inclusivity, Indigenous Skin intends to ignite the path of skin diversity by providing products that adhere to the skincare needs of all ethnic groups. Therefore, reversing the harmful effects of Caucasian-centric marketplaces that have often offered products to these groups without first considering their unique needs. We hope that our pioneering movement will push other beauty brands to evolve.

Transparency is key, and we believe that the consumer should be involved in each part of the buying process. To ensure a seamless and satisfying experience from purchase to delivery or doorstep, Indigenous Skin chooses to focus on functionality and real results rather than aesthetics and pretty packaging. We are aware of the importance in understanding the generational attitude of consumers and we aim to fill in a long-standing gap as we provide a solution to common skincare needs including combating the effects of the sun.

All in all, Indigenous Skin aims to offer high quality products that contain inexhaustible raw ingredients that are both safe and non-toxic. With an insufficient amount of proper skin care options for people of color, our brand aspires to fill the shelves with a variety of items manufactured with every ethnic group in mind. As our world heats up, so does the demand for protection against UVA and UVB rays. Every BODY lives under the sun and everybody deserves suitable skincare. Indigenous Skin considers itself to be a beauty brand of the future, producing pioneered protection for the body's largest organ, the skin.

GOALS

Indigenous Skins' mission is to:

- provide a safe, affordable and effective skin care regimen made specifically with women of color in mind.
- offer complete hair, skin and body care for people of color looking for natural ingredients
- provide products with a built-in SPF for complete coverage that make proper skin and body care safe and effective
- find substances that supply moisture to all skin types.

PRODUCT REQUIREMENTS

A Comprehensive Skincare Package

- Our products promise not to leave the common "white cast" on consumer's skin after application.
- We tackle other skin care worries like dehydration, discoloration and scarring by formulating our products with active ingredients like Vitamin C, Alpha and Beta hydroxyl acids, antioxidants, and ceramides which all prove to promote healthy skin.
- We also offer a complete skin care package that includes a toner, moisturizer and sunscreen to protect you from present and future existential factors like radiation and UV-exposure.

NON-GOALS

We're good, but

- This product is not replacement for any medically prescribed skin care solutions.
- This product is not a replacement for any dermatologist-suggested sunscreen with an SPF of 30 or higher.
- Our products or statements are not FDA-Approved

OPEN QUESTIONS

Frequently Asked Questions

- How will we handle returns and exchanges?
- How long is expected delivery?
- How will we obtain FDA-Approval?
- Is our product safe for babies and children?
- Are our products safe for medically diagnosed skin conditions?

APPROACH

Our Researched Plan

Currently, there are less than 25% of safe skin care products marketed to women of color even though they are responsible for more than half of the purchases within the personal care product market. Additionally, this marginalized group also tends to suffer from a wider range of skin conditions than other consumer classes but still has almost no access to proper skin care products that address their unique needs. To combat these statistics, Indigenous Skin will include common kitchen favorites like olive, sesame, and almond oil as a natural solution to common issues of the skin such as dehydration, discoloration, and scarring. We will also include some of your favorite essential oils; Chamomile, Lavender, Peppermint and Moringa to discourage any unwanted B.O, skin irritations, or allergic reactions that are usually caused by harsh chemicals or artificial ingredients found in popular skin care products today. Our research has shown that the extracts from the Polypodium Leucotomos plant, a Central American Tropical Fern, was commonly used as a sunscreen among native cultures, due to its composition of caffeic, ferulic, and chlorogenic acids. We feel as though these ingredients are the prerequisites for basic skincare, so our consumers may find them in all of our SPF-based products. Indigenous Skin proudly offers the coverage that you crave with the protection that you need.

OTHER OPTIONS CONSIDERED:

Safety First

Common sunscreen products found on the shelves today contain chemical filters and other active ingredients like oxybenzone, avobenzone, octisalate, octocrylene, homosalate and octinoxate. These potentially harmful ingredients are utilized as "penetration enhancers"- meaning that they allow the product to stay on the skin for longer periods of time. Consequently, the effects of these "penetration enhancers" are often unknown to the user and are usually found in the body, blood, breast milk and urine samples of the consumer during routine trips to the doctor. For these reasons, Indigenous Skin has chosen not to include these active ingredients in any of their products, as the FDA has recently stated that there just isn't enough information to prove the validity in the safety of these chemical filters.

In addition to these statements, studies have shown that oxybenzone is usually the cause for skin allergies and reactions common to most Americans today, as it was found in almost 96% of them when The Centers for Disease Control and Prevention conducted the analysis. Indigenous Skin believes that the harmful exposure that consumers face when using current skin care products masks the actual effectiveness of sunscreen and its original purpose. With that in mind, our brand chooses to use natural ingredients found in indigenous cultures of the past as a way to bring women and our society back to their roots. Less "stuff" more trust.

MONITORING & METRICS

We Care About Our Customers

To ensure that our products are meeting consumers' needs, we will include 'Satisfaction Surveys' in each of our purchased sets. This survey will include questions for the consumer to answer like, "Do our products help you achieve your skin care goals?", "What would you improve about our products or service if you could?", and "On a scale of 1-10, how would you rate your overall satisfaction with your purchase?" Additionally, quarterly quality assurance audits and inspections should be conducted at all laboratories, warehouses and storefronts. This should be done to catch any problems or malfunctions in the flow of production, formula creation, or in customer satisfaction.

SECURITY & PRIVACY

Secured Check-Out & Protection Against Cyber Attacks

When products are ordered online, users will have the option to use multiple forms of payment including credit, debit, and rewards. All major credit card companies are accepted, as well as mobile forms of cash transfer such as PayPal, Apple Pay and Cash App. Our online retail store is encrypted to protect consumers from cyber-attacks and secure enough to ensure a smooth online transaction. Additionally, the company's Rights and Return Policy will be available for view for site visitors who are interested.

TIMELINE

Prospective Milestones

- Product formulas and prototypes
- Ingredient Manufacturers and Wholesalers
- Website design and implementation
- Laboratories and other production, shipping/receiving and housing facilities
- Packaging design
- Recruitment
- Brick & Mortar

MATERIAL SAFETY DATA SHEET
Indigenous Skin Body Cream

In Accordance with ______________________________

1. Product Name/Identification and Company Contact

Product Name:
Recommended Use:
Manufacturer:
Bulk Code:
Company Name:
Company Address:
Contact Telephone #

2. Ingredient Information

Product Composition:
Ingredient List:
Additives/Preservatives:

3. Hazardous Materials

Emergency Overview:
POTENTIAL DANGEROUS MATERIAL LISTED HERE

4. First-Aid Measures

Routes of Exposure-
Skin Contact:
Eye Contact:
Inhalation:
Ingestion:

5. PPE & Personal Precautions

LIST APPROPRIATE PPE AND SAFETY PRECAUTIONS FOR USERS HERE

6. Shipping/Handling/Storage

STATE ALL SHIPPING & HANDLING AND/OR STORAGE PROCEDURES HERE

7. Chemical Properties

Boiling Point:
Flammability:
Explosive Properties:

Physical State:
Odor:
Color:
PH Level:

Oxidizing Properties:
Melting Point:
Solubility in Water:

8. Stability & Reactivity

This product is stable under advised storage conditions.

Materials to avoid:

9. Ecological Information

Biodegradability:
Precautions:

Disposal Methods

LIST PROPER PRODUCT DISPOSAL METHODS HERE

Regulatory Information

U.S. Federal Regulations

DISCLAIMER:

Shop About FAQ **INDIGENOUS** S K I N Login Cart (0)

FAQ

CONTACT US | SHIPPING & RETURN | GENERAL FAQS

PRODUCT & PROMO | PRE-ORDERS | AFFILIATE + COLLAB

GENERAL QUESTIONS

Are Indigenous Skin products certified organic? +

Can I return my products if they are already opened? +

Does Indigenous Skin have any retail locations? +

How long does Indigenous Skin products last? Do they expire? +

When will I receive my order? +

Orders & Shipping

When an order is placed via our website, the customer will receive a processing number at checkout. All orders are processed the NEXT business day. The customer will then receive an email notification once the product is leaving the warehousing facility. The email notification will include an estimated delivery date. Please note, that while we aim to have all of our orders delivered on time, we do acknowledge the inevitable. In such circumstances including inclement weather and courtier delays, we ask for your patience as we attempt to ensure that all packages are delivered successfully. If there are any further issues or concerns, please reach out to us via our 'Contact Us' Page. We are happy to help!

INDIGENOUS SKIN

Skin Care Brand Style Guide.

Primary Logo

Primary Palette

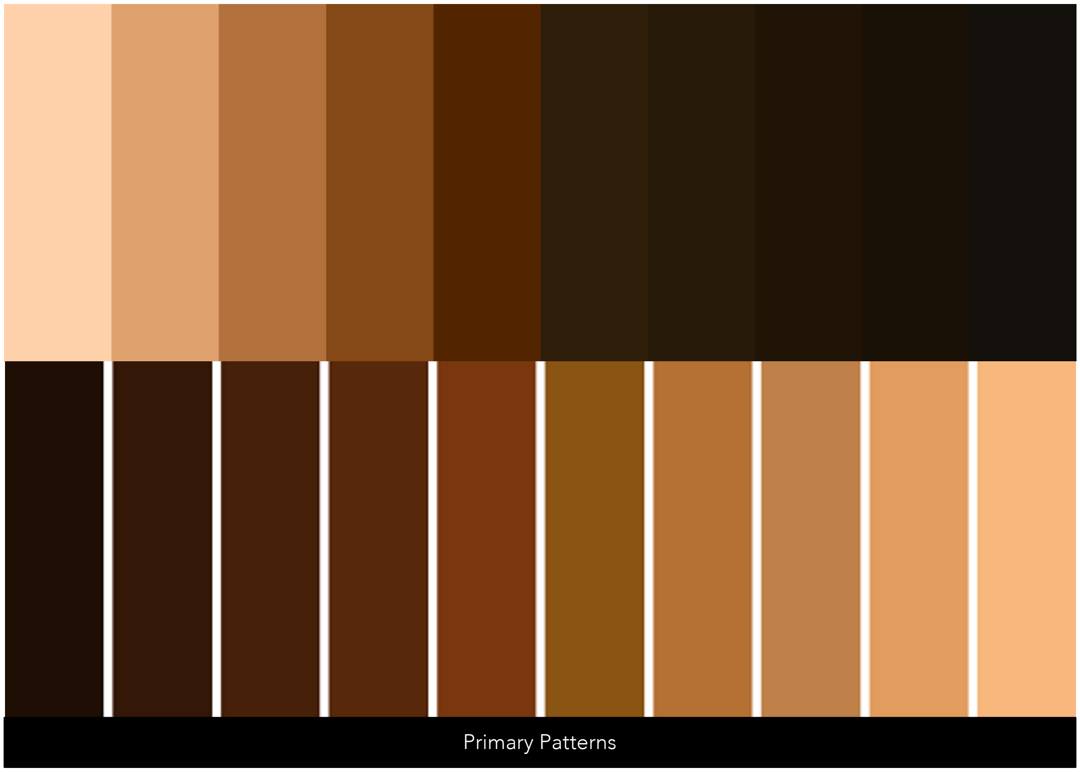
ABCDEFGHIJKLMN
OPQRSTUVWXYZ

Fonts

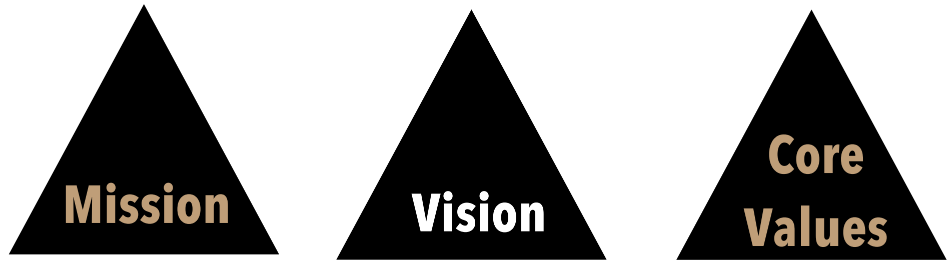
ABCDEFGHIJ
KLMNOPQRST
UVWXYZ

AVENIR NEXT CONDENSED

AVENIR



NOURISH THE SKIN YOU'RE IN.



Our Mission

Our mission as a company is to offer high quality products that contain inexhaustible raw ingredients that are both safe and non-toxic.

Our Vision

Indigenous Skin intends to ignite the path of skin diversity by providing products that adhere to the skincare needs of all ethnic groups.

Our Core Values

Transparency. Understanding. Integrity.

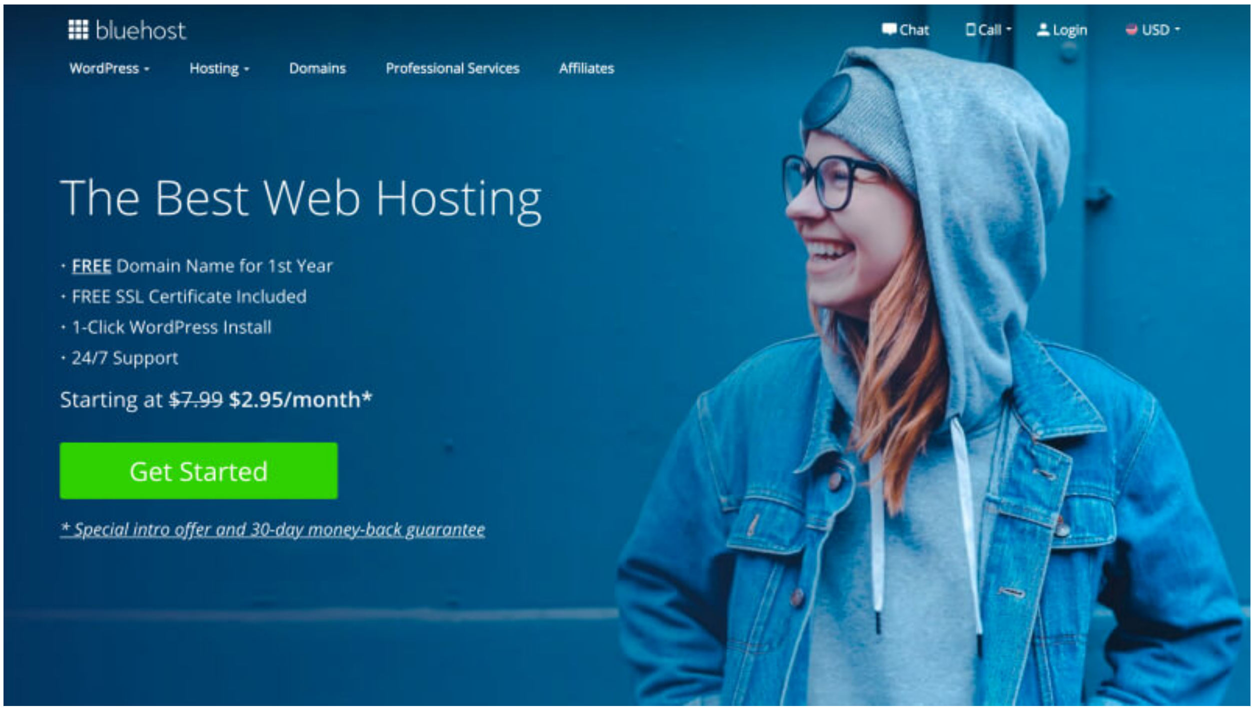
We are transparent with our purpose, products, packaging and our people.

We understand what the market needs and we aim to deliver the necessities.

We do what we say we will. Our integrity is built upon doing things the right way, all of the time.

How to Start a Bluehost WordPress Blog

Step-by-Step Tutorial

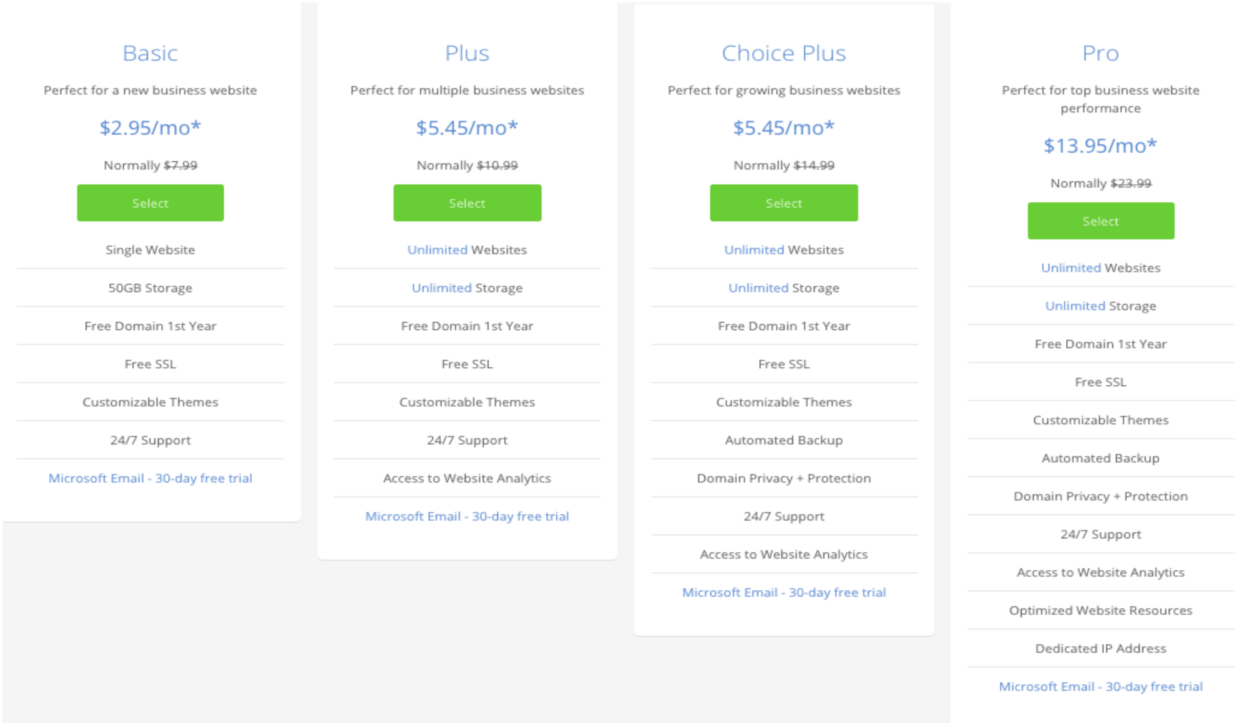


STEP 1: Set-Up a Bluehost hosting Account

To start your Bluehost web hosting account, navigate to: www.bluehost.com by clicking the link.

The 'Home' screen should look like the one pictured above. Once there click the bright green button that says, "Get Started".

Scroll down to see Step 2.

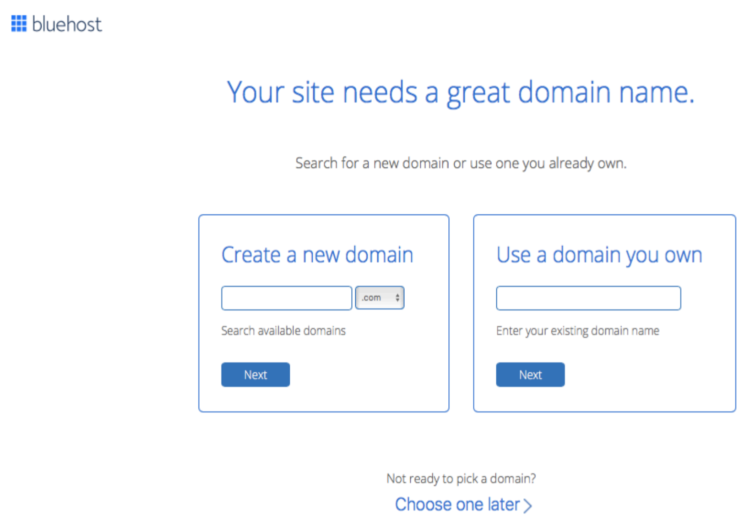


STEP 2: Choose a Web Hosting Plan Option

Bluehost offers four different web hosting plans including: *Basic*, *Plus*, *Choice Plus*, and *Pro*. Choose the appropriate plan according to your needs. If you are just starting out, the Basic Plan is recommended.

Once you have selected your desired plan, click the bright green 'Select' button to direct you to the next page and the following step.

Scroll down to see Step 3.



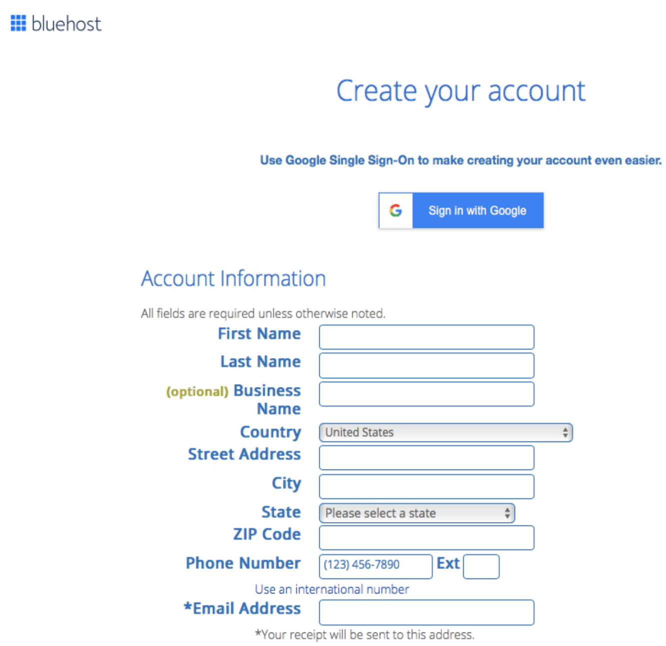
STEP 3: Register your FREE Domain Name

Here you have the opportunity to register your domain name of choice. You may create a new domain name by typing it into the appropriate window, and then selecting 'Next'. If you already own your own domain name and would like to use it for your new Bluehost blog, you may enter it into the 'Existing Domain Name' window and then select 'Next'.

Furthermore, if you haven't come up with a domain name quite yet, simply click the 'Choose one later' button at the bottom of the page.

Once this step is completed, you'll be redirected to a new page where you'll be able to finish the rest of the signup process.

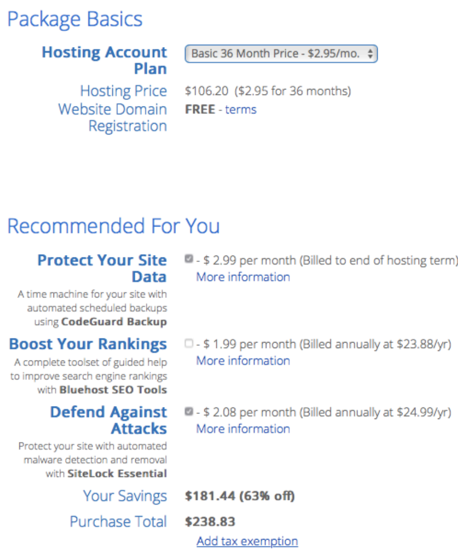
Scroll down to see Step 4.



STEP 4: Enter Account Information

To finish up the registration process, you'll need to fill-in the account information page. Once you have everything entered in, you'll then need to choose your desired plan duration by completing the 'Package Basics' section of the page. This process is detailed below.

Scroll down to see Step 5.

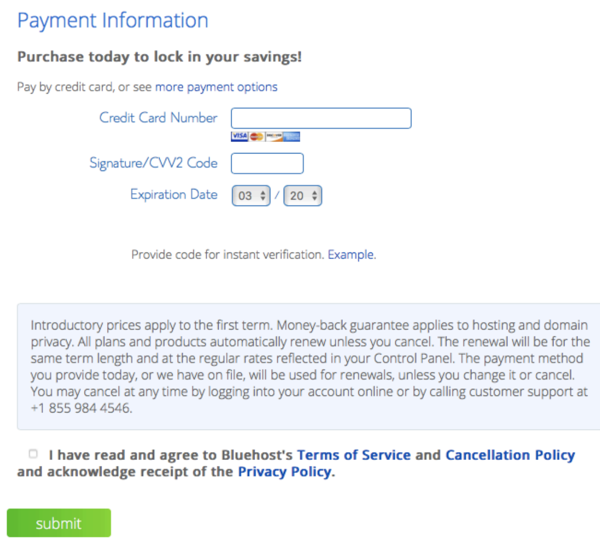


STEP 5: Select your Plan Duration

It is important to note that the longer your plan, the cheaper your monthly bill will be. 12-month plans are recommended for beginners, while 24-month plans or longer are suggested for long term users.

Once your plan duration is selected, feel free to choose from a variety of other additional services found in the ‘Recommended for you section of the page as seen above.

Scroll down to see Step 6.

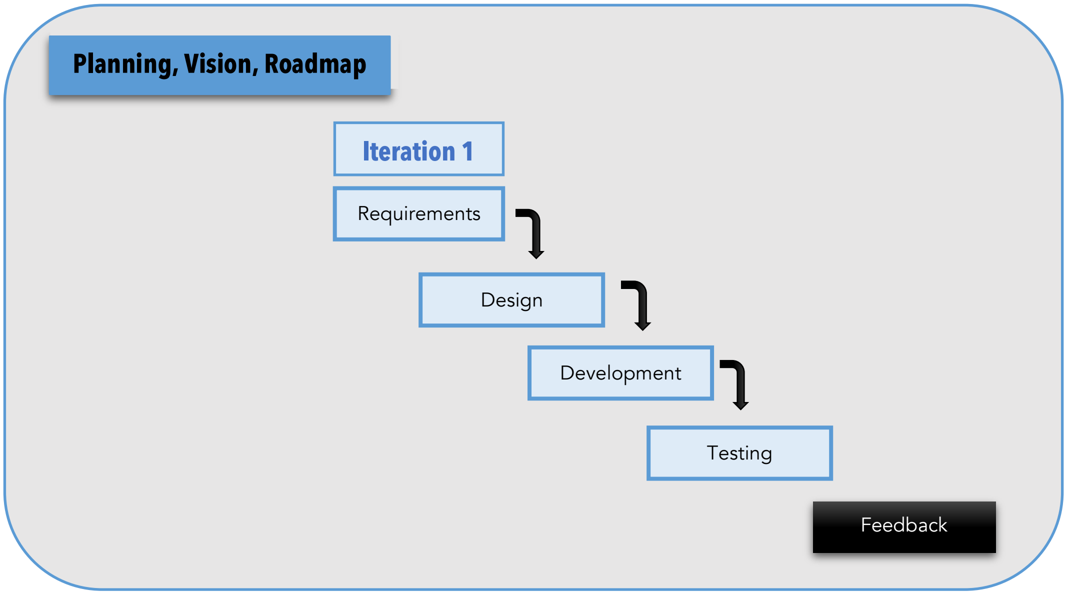


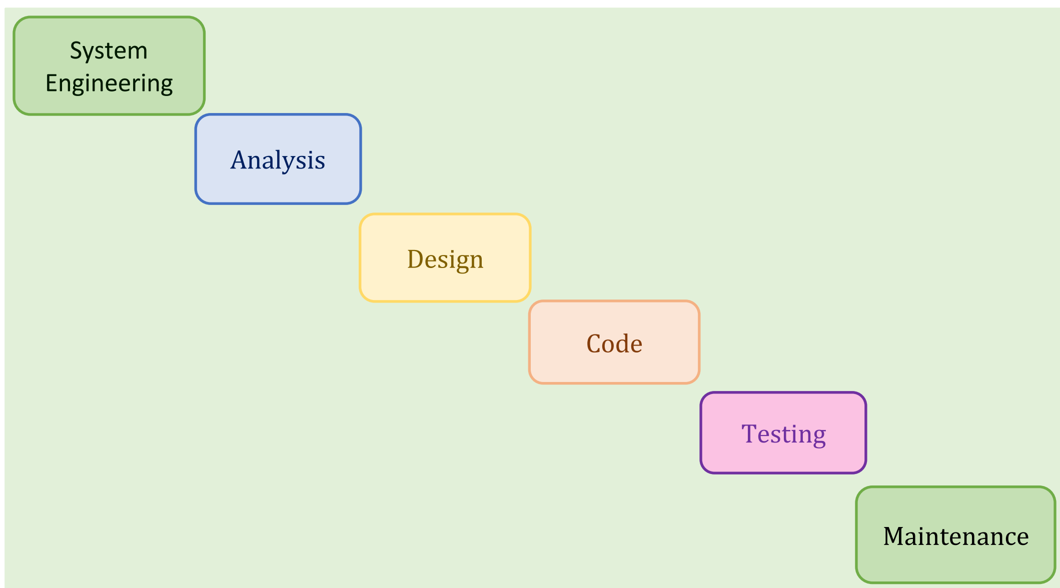
STEP 6: Enter Payment Information

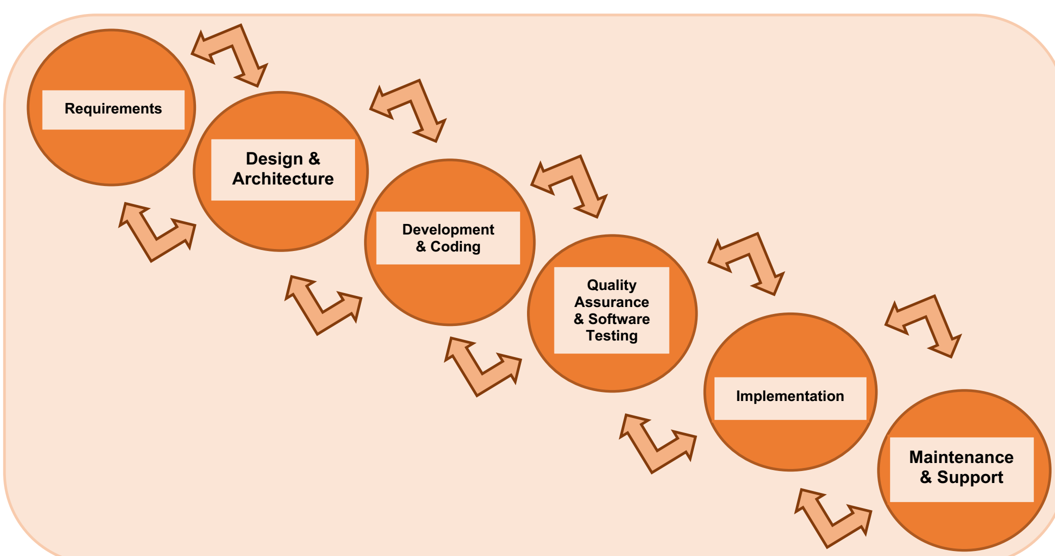
The final step simply requires that you enter your payment information. Once this is completed, you'll need to check that you read the appropriate 'Terms of Service', 'Cancellation Policy', and 'Privacy Policy'. To complete the registration process, click 'Submit' to finalize your official sign-up and then wait to be redirected to your Home page to begin blog personalization.

Scroll down to see Step 7.

Waterfall Project Management Diagram

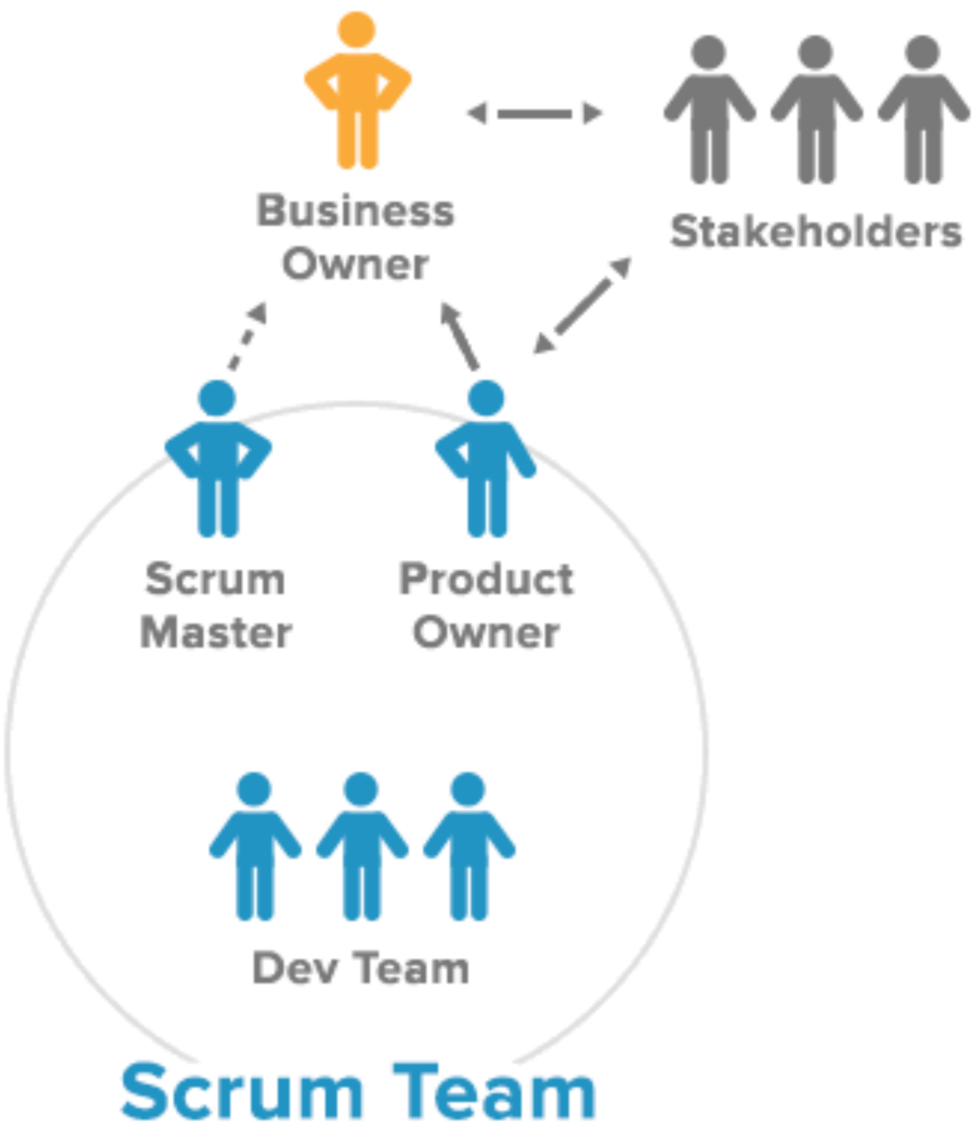


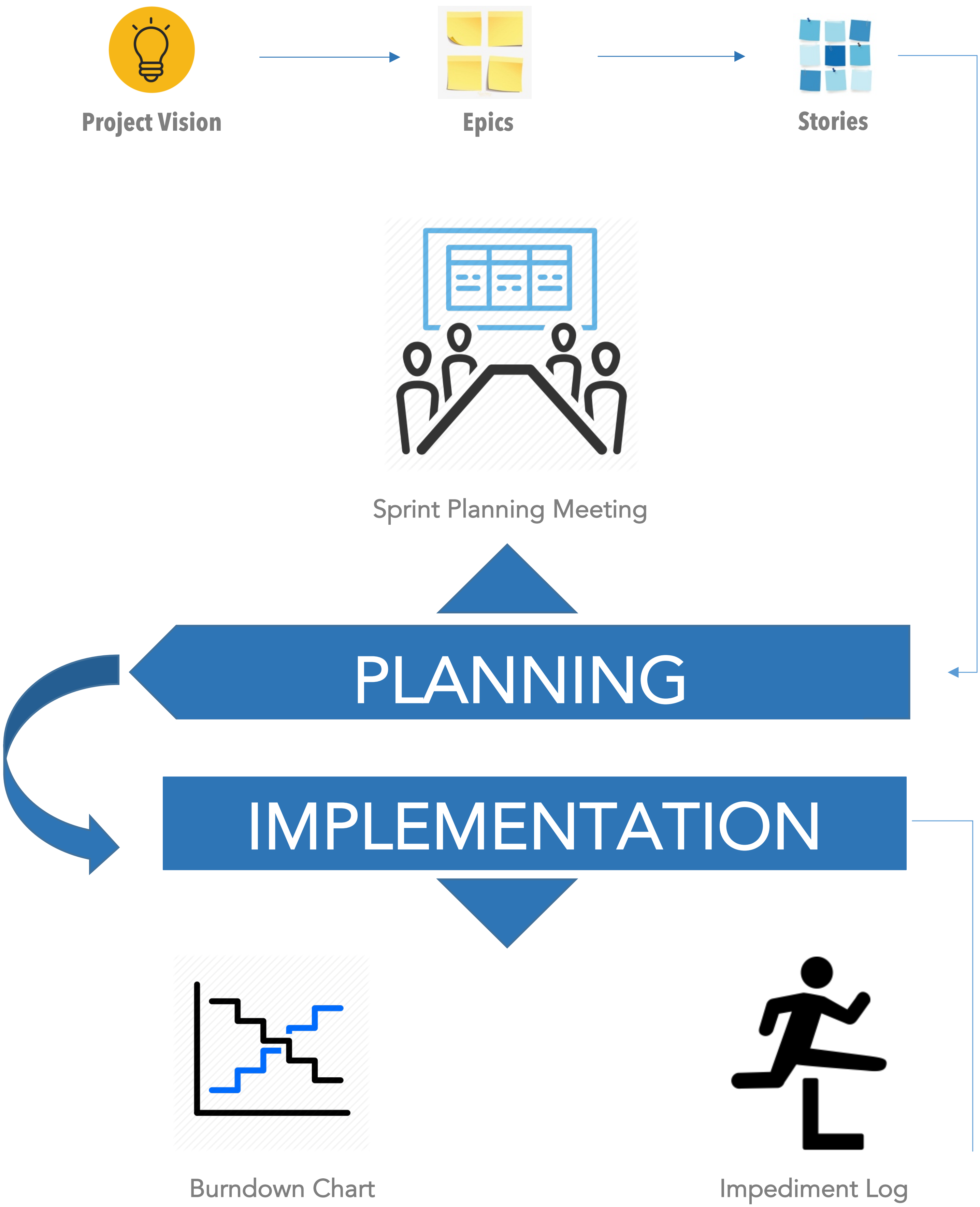


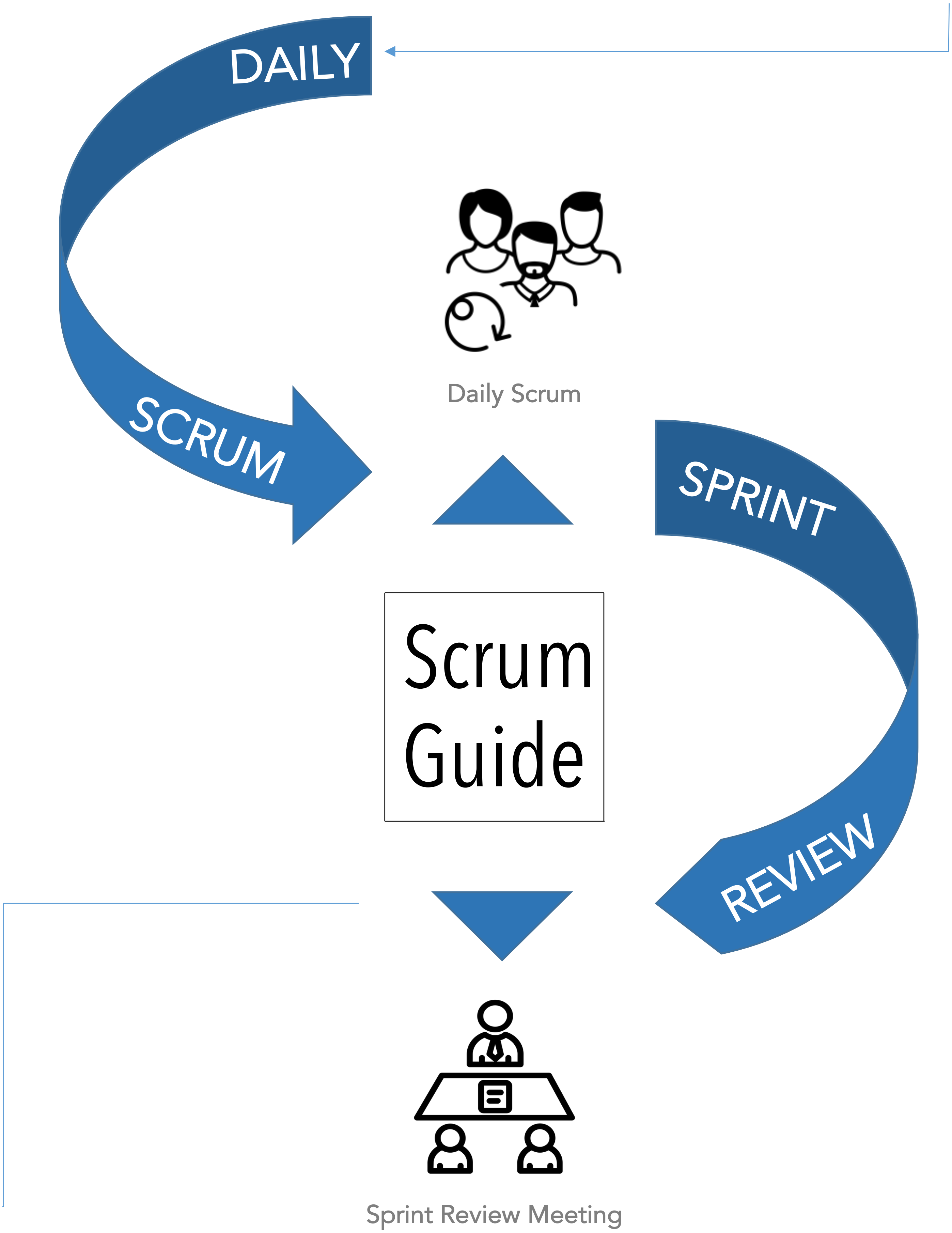


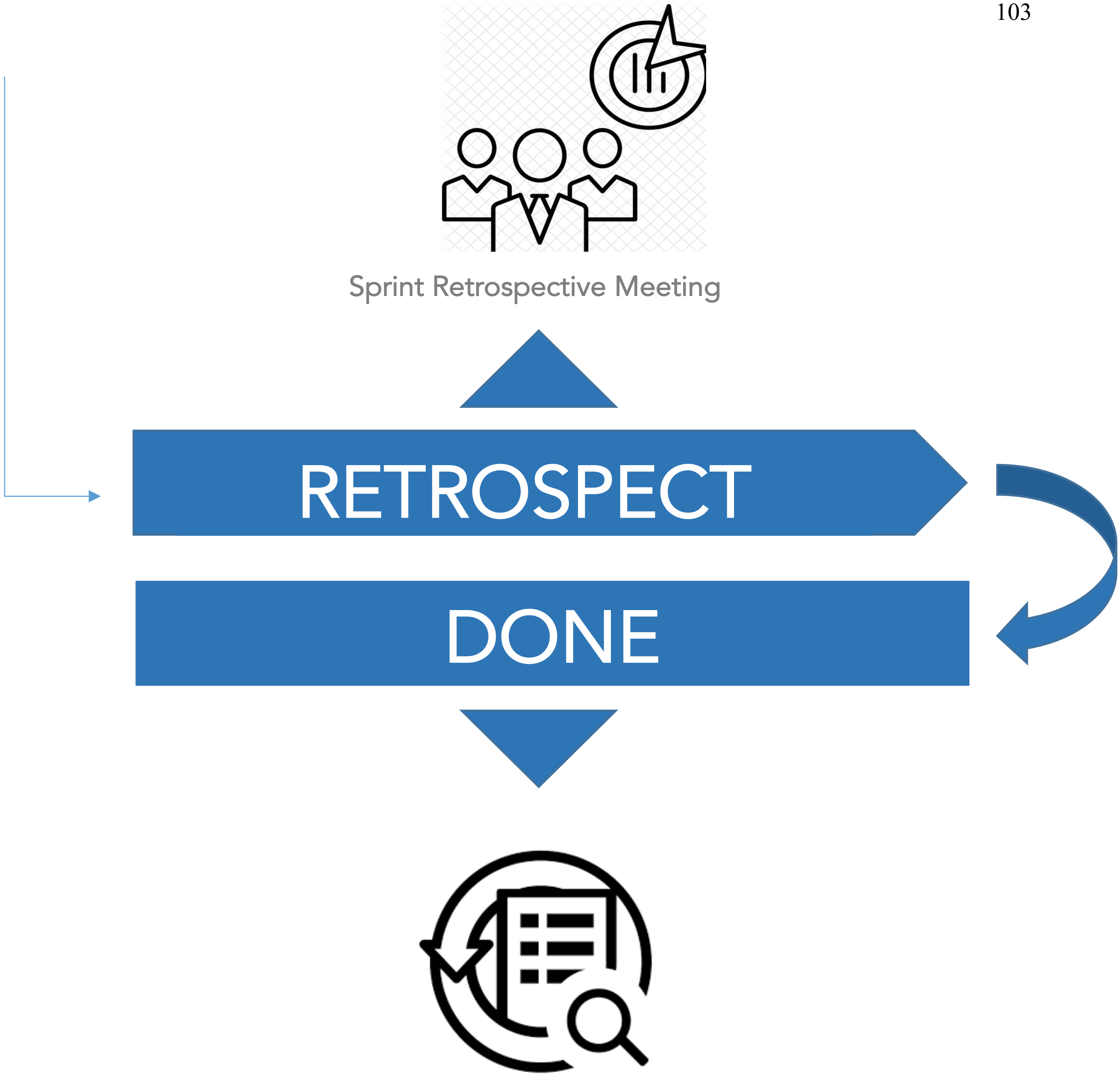
Scrum Guide

The Scrum Team




Project Vision
Epics
Stories
Sprint Planning Meeting
PLANNING
IMPLEMENTATION
Burndown Chart
Impediment Log


DAILY
SCRUM
Daily Scrum
SPRINT
REVIEW
Scrum Guide
Sprint Review Meeting



End of Scrum Framework.

HAZARDOUS MATERIAL

REFERENCE CHART

CLASS 1 EXPLOSIVES

An explosive is classified as any chemical that can "explode" (the process of releasing an extreme amount of gas and heat at a rapid pace) and cause extreme damage, when exposed to a qualified initiating force such as an active fire, a blasting cap, or even being dropped.

Division 1.1 contains all explosives that pose a mass explosion danger. Mass explosions jeopardize the entire haul instantaneously.
Example: Barium Azide, dry or wet.

Division 1.2 contains all explosives that pose a projection hazard but not a mass explosion danger.
Example: certain types of ammunition.

Division 1.3 contains all explosives that pose a fire hazard, minor blast and projection hazards, as well as mass explosion dangers.
Example: Incendiary devices

Division 1.4 contains all explosives that pose a minor explosion danger. Usually, the effects of these explosives are situated within the package itself without any potential threat of projection. External fires caused by these explosives must not be combustible or cause explosion of packaged items.
Example: Proof ammunition and practice grenades

Division 1.5 contains all insensitive explosives. These substances pose a potential explosive risk but are insensitive to the point that the probability for initiation or progression from burning to full detonation under standard transportation conditions is unlikely.
Example: Ammonium nitrate-fuel oil mixture

Division 1.6 contains all extremely insensitive articles that do not pose a mass explosive danger. This division consists of detonating substances that demonstrate little to no risk of unintended initiation and propagation
Example: Highly insensitive explosives

CLASS 2 GASES

A gas is defined as "a physical form of matter that conforms to the shape of its container." Gases are classified as either 'flammable' or 'non-flammable' and even 'poisonous'.

Class 1 Explosives are divided into six divisions.

Division 2.1 (Flammable Gas) includes gases that will ignite when mixed with any material of thirteen percent or less by volume, and air. Flammable gases also have a flammability range of about twelve percent.
Example: Hydrogen, Propane, Silane

Division 2.2 (Non-Flammable Gas) includes gases that will ignite under some conditions, but are not classified as flammable gases because they do not meet DOT requirements.
Example: Nitrogen, Carbon Dioxide, Hydrogen Chloride

Division 2.3 (Poisonous Gas) includes all gases that are toxic by nature to humans, especially during transportation or testing. Poisonous gases also includes those that kill fifty percent or more test animals.
Example: Hydrogen sulfide, Hydrogen Cyanide, Arsine

CLASS 3 FLAMMABLE LIQUIDS

Division 3.1 includes any liquid that will readily ignite when exposed to a flame or any other ignition source. A flammable liquid is classified by having a flashpoint of no more than 60°C (140 °F), or any material with a flash point at or above 37.8 °C (100 °F) when in a liquid phase. These liquids are usually heated at or above their flash point when intended to be transported or when intended to be included in bulk packaging.
[A combustible liquid is defined as "any liquid that does not meet the definition of any other hazard class and has a flash point of >60°C (<140°F) and <93°C (200°F), or any liquid in bulk packaging with a flashpoint ≥37.8°C (≥100°F) that is intentionally heated and transported above its flashpoint (with some exceptions).
Example: Gasoline, Hexane, Toluene

CLASS 4 FLAMMABLE SOLIDS

Flammable solids are defined as "solids that readily ignite under appropriate conditions, which include exposure to air, water, friction, and/or an ignition source.

Division 4.1 (Flammable Solids) includes explosives that do not have the tendency to explode when made wet with alcohol or water, but do ignite and burn. Certain chemicals classed here by the DOT can also be found in this division.
Example: Films, naphthalene molten

Division 4.2 (Spontaneously Combustible Material) is defined as any pyrophoric or self-heating material. An example of spontaneously pyrophoric material is Lithium alkyls (a chemical that ignites when exposed to air).
Example: Activated Carbon, Pentaborane

Division 4.3 (Dangerous when wet Material) this division includes any material that, when met with water, is likely to self-ignite or become spontaneously flammable. These materials also give off toxic gas, when wet, at a greater rate of 1L per kilogram of material, per hour.
Example: Sodium, Potassium, Lithium Hydride

CLASS 5 OXIDIZER

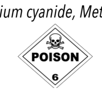
Division 5.1 Oxidizer this division includes any chemical that causes or enhances combustion of various materials by producing oxygen in reactions.
Example: Sodium Chlorate, Potassium permanganate, Zinc Nitrate, Urea Hydrogen Peroxide

Division 5.2 (Organic Peroxide) is a chemical containing carbon atoms that is closely related to hydrogen peroxide. Benzoyl Peroxide is a known ingredient in acne medications, but when in its pure form, presents as a oxidizing material.
Example: 2-butanone peroxide, t-Butylperoxy ethylhexanoate, Disopropyl peroxydicarbonate

CLASS 6 POISONOUS MATERIAL

CLASS 6 (Poisons) are classified as solids or liquids, that when ingested into the body at low doses, poses the potentiality of causing severe illness or even death.

Division 6.1 includes all poisonous solids and liquids. In regards to animal testing. Any liquid with a lethal dose that kills 50% of test animals (LD50) that also has an acute oral toxicity of no more than 500mg/kg, or a solid with an LD 50 and an acute oral toxicity of no more than 200 mg/kg is to be classified as a Division 6.1 Poison. Additionally, if a chemical is toxic when introduced to skin, then the Dermal Toxicity criteria is to be used, poisons in this classification are an LD 50 with an acute dermal toxicity of no more than 1000mg/kg.
Example: Potassium cyanide, Methyl iodide.



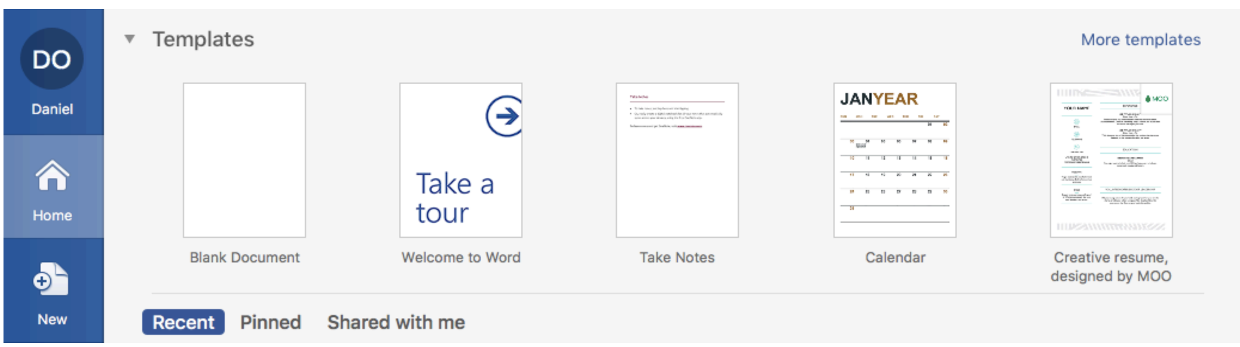
Microsoft Word 2020 Introduction

Quick Reference Guide

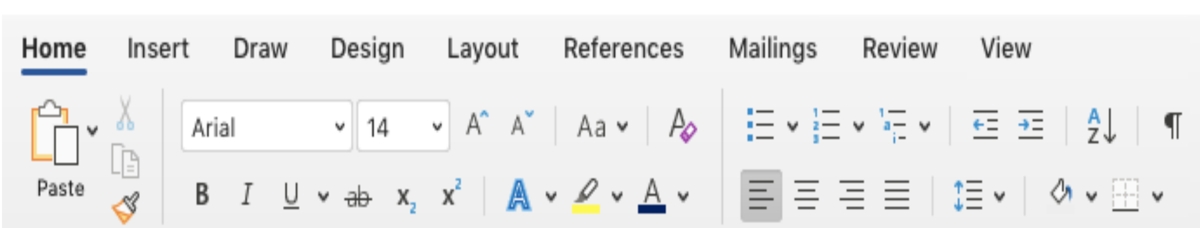
Interface Terms

Understanding the Home Screen & the Ribbon

Begin by using the **Home Screen** to *open an existing or recent file* or to *create a new document.* When you launch Word, select *'Blank Document'* under Templates to open a blank page. Select '*New*', located under the Home Tab, to choose your desired Microsoft Word Template before beginning your new project. The Recent Tab allows you to open your most recent projects. Find it in the Home Section or under Templates.



The **Ribbon** is located along the top of the Microsoft Word window, it replaces the Menu Bar in older versions of the application. The **Ribbon** is sectioned into tabs that display various groups of commands, buttons, boxes and menus.



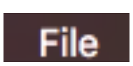
Interface Basics

Utilizing the Ribbon

1. **To hide or show contents in the Ribbon**, single-click the active tab in the Ribbon.
2. **To change button groups shown in the Ribbon**, click the appropriate tab at the top of the Ribbon.
3. **To show or hide "Contextual" tabs**, click to select or click away to de-select the object.
4. **To access commands**, click a Ribbon tab and use the buttons, boxes and menus within the command groups of the active tab.
5. **To utilize advanced options**, click the "Dialog Box Launcher" button in the lower-right corner of a Button group, if shown.

Utilizing File Tab & Backstage View

1. **To open "Backstage View" and perform file management**, click the "File" tab at the top of the Toolbar.



2. **To view additional options for a command**, click on the appropriate tab and hover over the command.

Utilizing the Quick Access Toolbar

The Quick Access Toolbar is located on the left-hand side of the Title Bar and appears as a downward-facing arrow.

Using the Status Bar

The **Status Bar** appears along the bottom right-hand corner of the program window. By default, it suggests document view buttons and displays the Zoom Slider.

Changing Document Views

1. **To change document views,** simply click on one of the three "View" buttons options at the left of the Status Bar.
2. **To use the "Zoom Slider"**, slowly click and drag the slider control located in the middle of the Status Bar.
3. **To use a preset magnification**, click on the **"Zoom Dialog Box"** presented as a percentage at the right-hand corner of the program. This will allow you to set a preset magnification or to set your own personalized magnification.

File Management

Creating New Documents

Click the "File" Tab in the Toolbar and select "New Document" from the drop-down menu.

Saving Documents

To overwrite a document that has already been saved, click the "File" Tab in the Toolbar, then select the "Save" command from the drop-down menu.

1. **To add a button**, click on the Quick Access arrow and "Check" the command(s) you would like to add.
2. **To remove a button**, click on the Quick Access arrow and "Uncheck" the undesired commands.
3. **To access advanced customization**, click on the Quick Access arrow and select "More Commands" from the drop-down menu.
4. **To add a command**, select "More Commands". When the dialog box appears, highlight the desired command and click the right-facing arrow in the middle of the window to move the selection to the right side of the dialog box. (Be sure the selections are in order, as it will appear this way in the finalized Toolbar.)
5. **To remove a command**, simply select it on the right and then click the left-facing window to move it back to the left side of the dialog box. Click "Save"

PDF & XPS

PDF and XPS are standardized file formats that are read and printed with both the Adobe Reader and XPS Reader programs. These standardized file formats are user preferred because they do not require an installation of Microsoft Office in order to view necessary files.

To save a file as a PDF or XPS:

1. Click the "File" tab in the Toolbar and select the "Export" command from the drop-down menu.
2. Select the desired location of the saved file in the dialog box that appears.
3. Name the file and select "Save As."

To save a document upon completion, or to save a document with an alternate name or location:

1. Click the "File" tab in the Toolbar and then select "Save As" from the drop-down menu.
2. Click the "Online Location" button on the "Save As" window to select a location such as ("This PC," "OneDrive," etc.) Utilize the "Where" dialog box to save the document to desired folder.
3. Select your "File Format".
4. Type in the name of your document in the "File Name" dialog box and click the "Save" button to initiate the final Save.

Unsaved Documents

To recover unsaved documents:

1. Click the "File" Tab in the Toolbar and select the "Open" command from the drop-down window. Select "Recent" on the Home Screen, then click on desired file. You may also use the "Open Recent" command to select from a consolidated list of recent documents.

Macros

Macros are tiny programs that carry out frequent tasks within applications. Macros are usually safe, but can sometimes possess malicious code. Microsoft disables macros by default, but if the file is received from a trusted source, then macros can be enabled by clicking "Enable Content" button in the Message Bar when it appears.

Installing Oracle's AutoVue Integration SDK

Technical Guide

1. Introduction

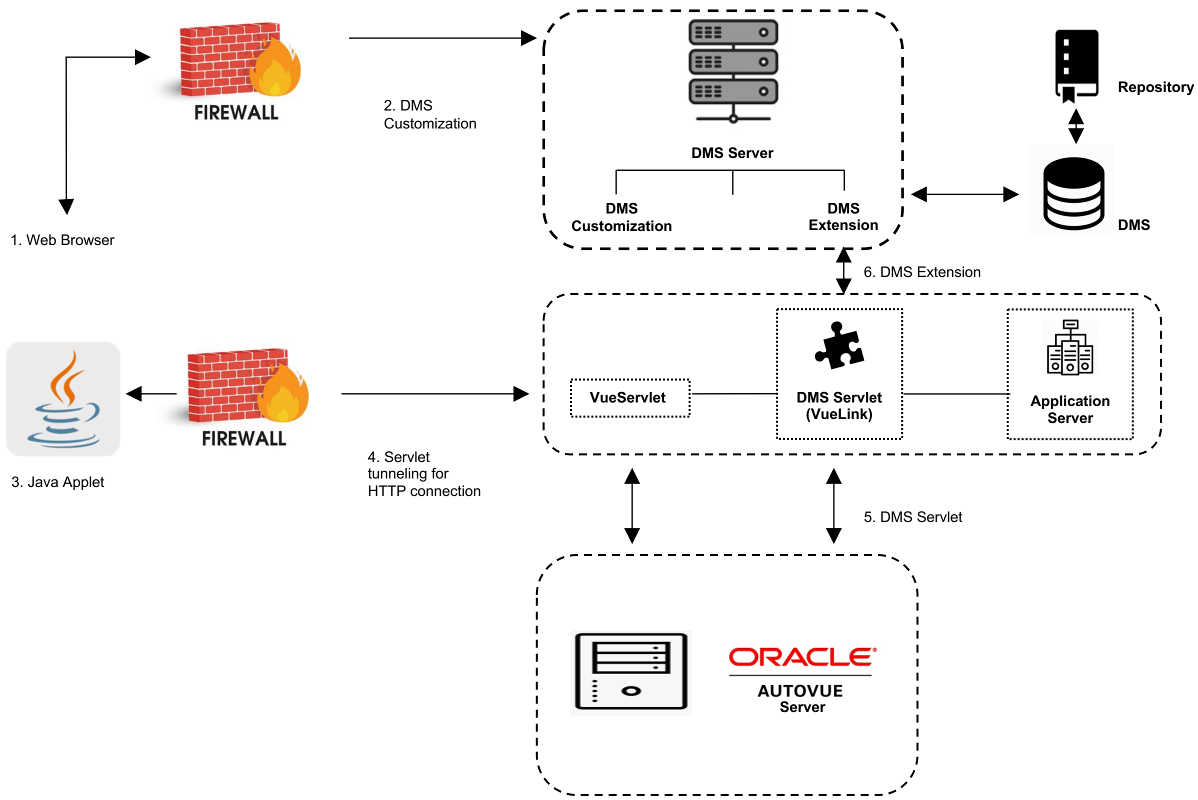
This *Technical Guide for Installing Oracle's AutoVue Integration SDK* outlines all technical information regarding the AutoVue Integration SDK, as well as how to execute your own unique integration built within the SDK Framework.

1.1 Audience

Please note that this document is solely intended for partners of Oracle and other go-between parties such as developers and integrators who are looking to incorporate their own unique integration using AutoVue. This guide is a great tool to be used by developers and other professionals in order to gain comfortability with all of the technical features of Oracle's SDK.

2.0 Architecture

Below is a block diagram of a standard integration configuration between Oracle's AutoVue and a DMS (Document Management System)



3.0 Method of Operation

The DMS Spy Servlet permits the **AutoVue Server** to be in communication with other corresponding document management systems like **DMS, EDM,** and **PDM**. This is achieved by using the HTTP (HyperText Transfer Protocol) detailed below:

3.1 Navigate to your web browser and log into the appropriate DMS.

3.2 Find the '**View**' link located near the files stored within DMS.

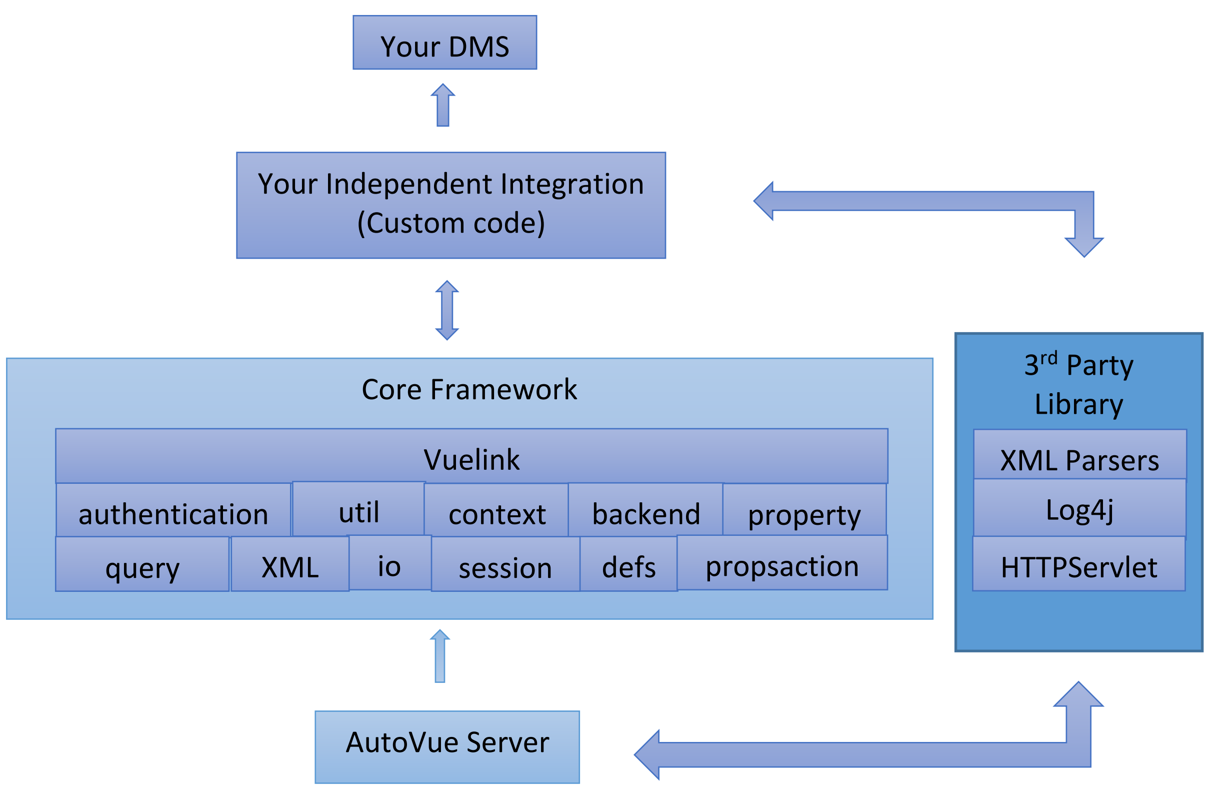
3.3 Click '**View**' to launch the **AutoVue Applet** window.

The AutoVue applet then begins to communicate with the corresponding AutoVue Server via HTTP configured servlet. Once this communication is established, the AutoVue Server then moves onto the DMS Servlet using a corresponding HTTP connection.

Once the **DMS Extension** is installed and configured with the appropriate server machine, it is then adequately prepared to communicate with the DMS Server in order to process requests submitted by our **AutoVue Server.**

3.0 DMS Integration Framework

Below is a block diagram of a standard DMS integration. This visual representation is provided in in order to provide you with the necessary information needed to launch an independent integration without having to configure it from scratch. The framework shown below manages XML(Extensible Markup Language) parsing requests, and XML response construction.



4.0 Sequence Diagram

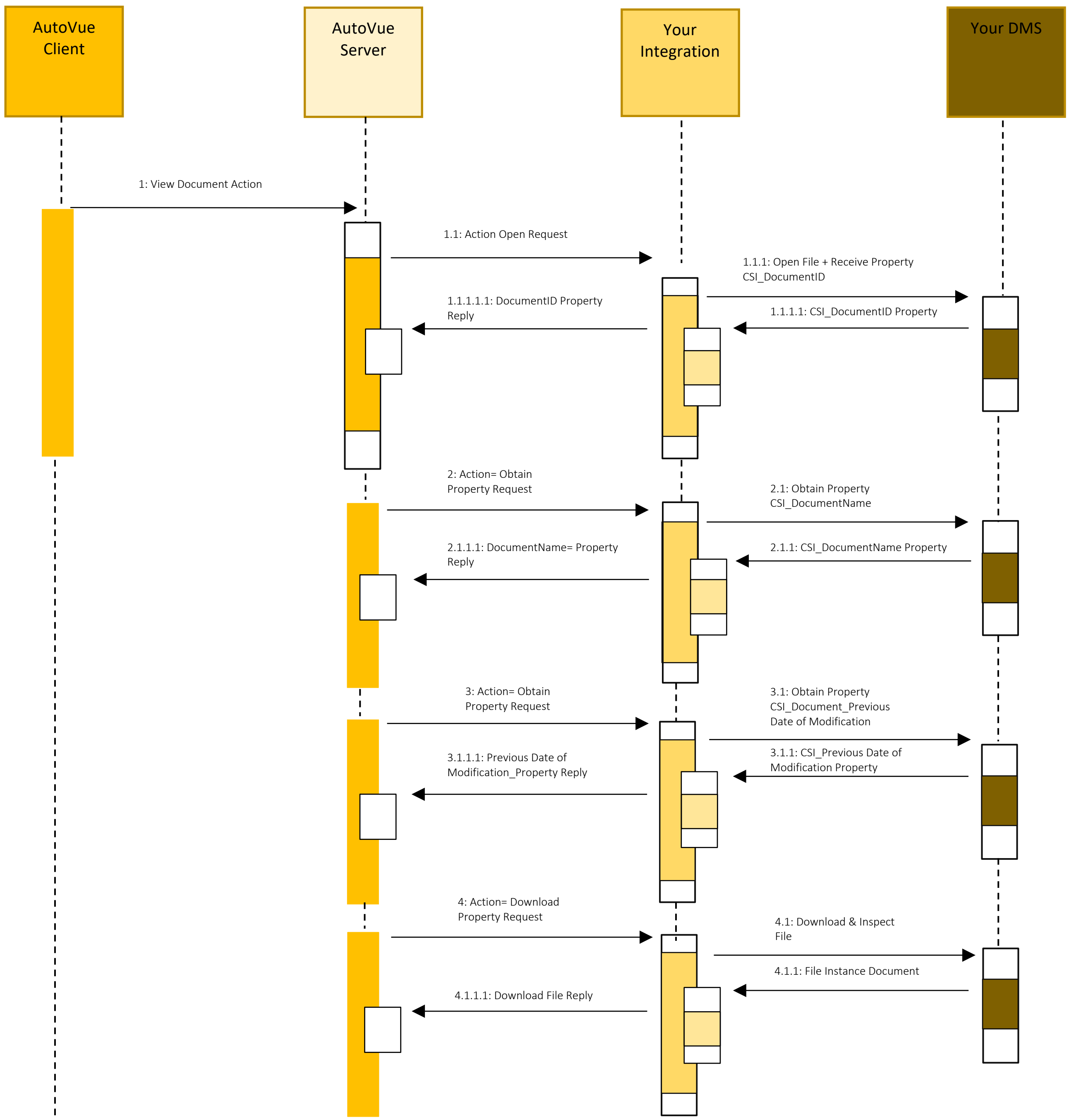


Figure 4.0 This sequence diagram depicts the communication that occurs between Oracle's AutoVue and your independent integration during file viewing. Please note that it is possible for an independent user action such as file viewing to initiate a request of numerous actions within your integration.

5.0 Adapting File Viewing Capabilities within your DMS

This section outlines the basic steps (with code) to be completed in order to implement file viewing functionality within your DMS.

5.1 **Extend your VueLink Class in Order to Generate a Standard DMS Servlet**

This is important as your VueLink Base Class supplies all necessary services needed to manage requests and replies from the DMS and our AutoVue Server. Please see corresponding code below:

```
package  com.cimmetry.vuelink.filesys;

import com.cimmetry.vuelink.*;

/**  */
public class FilesysVuelink extends Vuelink {
}
```

5.2 **Generate an 'Open Action' Class in order to retrieve your Document ID**

This is important as your VueLink Base Class supplies all necessary functionality services needed to manage requests and replies from the DMS and our AutoVue Server. This task is achieved by configuring a DMSAction interface to manage received requests. Once this is completed, an *executive method* must be implemented so that your unique Document ID may be retrieved. Please see the corresponding code below as it details the use of an *executive method*:

```
package  com.cimmetry.vuelink.filesys.actions;

…

public class ActionOpen implements DMSAction <FilesysContext>, DMSDefs{

          …
          Public Object execute (final FilesysContext context,
                           final DMSSession session,
                            final DMSQuery   query,
                            final DMSArgument [ ]   args
                            ) throws  VuelinkException  {
                  …
                  // open  action  returns  the  DocID
                  DocID  docID  =  context.getBackendAPI ( ) . openFile
```

5.3 **Generate a 'Get Property Action' in order to retrieve your Document Name**

Please note that though AutoVue automatically dispatches multiple *GetProperties* requests, this particular feature allows AutoVue to recognize any current copies of corresponding documents within its cache.

There are two ways to manage *GetProperties* requests:

1. You can configure DMSAction in order to define an independent single class otherwise called *ActionGetProperties,* or,

2. You can register each class in the appropriate web.xml descriptor file (as long as it is not already termed "*GetProp<prop name>"* or found within an identical package to your unique DMS servlet class.

If you wish to utilize the initial approach, feel free to use the code found below as a means of defining your own unique ActionGetProperties class.

```
package  com.myisdk.actions;

/**  */

public class ActionGetProperties implements DMSAction <GenericContext>, DMSDefs{


        …
        public Object execute (final GenericContext   context,
                        final  DMSSession  session,
                         final  DMSQuery   query,
                         final DMSArgument [ ]   args
                         )  throws  VuelinkException  {
                …       Property[] props = query.getProperties();
                        String propName = props[i].getName();

                / /  GetProperty action returns attribute values
                If  (propName.equals(DMSProperty.CSI_DocName)  {
                        …  // return doc name
                } else   if (propName.equals(DMSProperty.CSI_DocNameIsMultipContent)  {
                        … // return is multi content
                } else  if  (propName.equals(DMSProperty.CSI_DocDateLastModified)        {
                        --- // return is date last modified
                } else  if (propName.equals (DMSProperty.CSI_DocSize)  {
                        …  //  return is doc size
                }
                …
```

If you intend on utilizing the second method, then it must be understood that in order to configure the *DMSGetPropAction* interface, you must first locate the individual classes to be used in the integration. These classes are always found in the *propactions* package. When this approach is initiated, the *GetPropDefault* class is immediately implemented so that any remaining properties that are not managed by individual classes, can be processed.

The sample of code seen below is a visual representation of a successful *GetPropCSI_DocName* class implementation. Please note that the document name is derived from the *GetFilesysProperty* class. Once the file name is generated, it is then placed back into the local AutoVue Server.

```
package  com.cimmetry.vuelink.filesys.propactions;

/**  */

public class GetPropCSI_DocName extends GetFilesysProperty
                              implements DMSGetPropAction<FilesysContext>  {

        …
        public DMSProperty execute (FilesysContext context, DMSSession session,
                        DMSQuery query, DMSArgument [ ] args, Property property)
                              throws VuelinkException {
                final FilesysDMSDocID docID = new FilesysDMSDocID ( )
                .StringDocID (query.getDocID ( ) ) ;
                …
                DMSProperty attra = getAttra(context.getBackendAPI ( ) ,
                        Context.getBackendSession (session, query),query, docID;

                DMSProperty retProp = new DMSProperty (Property. CSI_DocName,
                        Attrs.getFirstChildWithName (“DocName”) . getValue ( ) );

                m_logger.info (“Got doc name:” + (String) attrs . getFirstChildValue
                (“DocName) ) ;
                return retProp:
```

Additionally, the framework will also need appropriate authorization in order to properly pinpoint the register. A class name must also be registered within the web.xml file for efficient instantiation of the *GetPropCSI*_DocName.

Please see the code illustrated below as it includes the registered class *dms.getprops.CSI_DocName* as well as appropriate parameter values like *com.cimmetry.vuelink.filesys.propactions.GetPropCSI_DocName.*

```
<init-param>
  <param-name>dms.getprops.CSI_DocName</param-name>
  <param-value>com.cimmetry.vuelink.filesys.propactions.GetPropCSI_DocName</param-
value>
</init-param>
```

5.3 **Generate a 'Get Property' Action in order to retrieve the Document Size and the Date of Last Modification**

Once an appropriate class is given authorization to return properties, our AutoVue Server will then send a follow-up *GetProperties* request that asks for the document size as well as the last date of document modification.

5.4 **Generate a 'Download' Action to retrieve Document Content**

The AutoVue Server uses a sort of checks and balance system to compare time stamps against properties returned from step 5.3. If a copy of the document within the cache is more dated than the document found within the DMS, then our AutoServer attempts to transfer the appropriate document out of the DMS backend system by way of the Download Action, which must be called.

Please note that the *ActionDownload* class must be created and then implemented into your *DMSAction* interface. The *execute* method must also be implemented as this is used to retrieve the *FileInputStream* object. From there, the framework will work to stream whatever file content that is found back into the AutoVue Server.

View code excerpt below:

```
package  com.cimmetry.vuelink.filesys.propactions;

/**  */

public class GetPropCSI_DocName extends GetFilesysProperty
                              implements DMSGetPropAction<FilesysContext>  {


          …
          public DMSProperty execute (FilesysContext context, DMSSession session,
                             DMSQuery query, DMSArgument [ ] args, Property property)
                              throws VuelinkException {
                    final FilesysDMSDocID docID = new FilesysDMSDocID ( )
                    .StringDocID (query.getDocID ( ) ) ;
                    …
                    DMSProperty attra = getAttra(context.getBackendAPI ( ) ,
                              Context.getBackendSession (session, query),query, docID;

                    DMSProperty retProp = new DMSProperty (Property. CSI_DocName,
                              Attrs.getFirstChildWithName ("DocName") . getValue ( ) );

                    m_logger.info ("Got doc name:" + (String) attrs . getFirstChildValue
                    ("DocName) ) ;
                    return retProp:
```

Below, you may find a sample of code that contains a successful implementation of a *ActionDownload* class. Once the *ActionDownload* class registers a *DMSAction* class, the *execute* method is then implemented. The *execute* method utilizes the DocID of the appropriate document to then call the *checkout* method. Once this is completed, the file is downloaded as a *FileInputStream* object and is returned to the stream. Remaining steps within this implementation are settled via the Vuelink class and then transferred to the main AutoVue Server. In the case of a operational download failure, a thrown *VuelinkException* is used.

```
package com.cimmetry.vuelink.filesys.actions;

/** */
public class ActionDownload implements DMSAction, DMSDefs(
          …
          public Object execute(final FilesysContext context.
                    final DMSSession session,
                    final DMSQuery query,
                    final DMSArguement [ ] args
                    ) throws VuelinkException (
…
Final DocID docID = new FilesysDMSDocID ( ) .String2DocID (query.getDocID ( ) ) ;
// checkout the instance file of the document
final FileInputStream doc =

)
```

5.5 **Implement any Remaining Actions using web.xml Registration**

A DMSAction interface will need to be implemented in order to generate a framework for all remaining classes including:

- ActionDelete
- ActionSave
- ActionSetProperties

* Please note that is imperative that you apply the *execute* method to each action.

Data Management Plan

Primary Investigator: Insert Researcher or Team Name Here
Institution: Insert Corporation or University Name Here
Project: Insert Project Name Here
Submission Date: 12/24/2015

Overview: Indigenous Skin will generate brand new data in the presentation of _____________________________________.

Data Description: Indigenous Skin anticipates a heavy return of data on the effectiveness of herbs and other ayurvedic ingredients in cosmetics and skin care. The team plans to revise any published information in conjunction with new found data.

Existing Data Description: Indigenous Skin will utilize any pre-existing published data on the effectiveness of herbs and ayurvedic ingredients as a means to support the brands claims. Indigenous Skin will house collected information in a secure database created with encryption data management software, from which, upon the conclusion of the planned project, the data will be made readily available within the appropriate repositories.

Data analysis summary: Data collected in lab will be used in published brand work such as e-Books, product descriptions, newsletters, and ingredient lists..

Includes lab work? Yes
Description of lab work: Indigenous Skin will utilize a team of cosmetic chemists, holistic practitioners, ayurvedic healers and naturopathic doctors and dermatologists in order to collect the highest level of both proprietary information and intellectual properties on the effectiveness of herbs and other ayurvedic ingredients in cosmetics and skin care products. The product formulation process will be documented via high-resolution photography, in which photos will be used for various branding purposes. Completed lab notes will be collected at the end of each day and deposited into the encrypted data management database in PDF format.

Expected Data Result #1

Data Type: Observational/Analytical

Responsible Party: Cosmetic Chemist

Product Description:

Expected Data Result #2

Data Type: Observational

Responsible Party: Holistic Practitioner

Product Description:

Expected Data Result #3

Data Type: Observational

Responsible Party: Ayurvedic Healer

Product Description:

Expected Data Result #4

Data Type: Observational/Analytical

Responsible Party: Naturopathic Doctor

Product Description:

Expected Data Result #5

Data Type: Observational/Analytical

Responsible Party: Dermatologist

Product Description:

Other Expected Data

Data Type:

Responsible Party:

Product Description: