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# ASSET TRACKING SOLUTION

## A USER GUIDE On

### **“Asset tracking – Windows Mobile Application”**

Product V1.0

Document V2.0, approved

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# 1. Introduction

## 1.1. Purpose

This document will guide you through the Windows mobile application of the asset-tracking product.

## 1.2. Document conversion

To open this document and be able to read it as it is designed, you will need Adobe reader/Acrobat V7.0, later versions, or even any compatible versions of PDF readers with the mentioned versions in order to avoid any conflict between the designed document and the delivered one. Get back to your consultant for any inquiries.

## 1.3. Intended Audiences and reading suggestions

This document is designed for its' intended audiences and limited to reading only with no further editing on it without the permission of the document owner. You may read this document by following the table of content and the document order as it is to acquire the best knowledge and information out of it.

This document is intended for internal basis team, internal support department, internal development department, internal consultants and the client's IT key users who will be responsible for further installation of the product after it being handed over.

## 1.4. Project scope

The asset-tracking product is an administrative web interface that is used to follow up on your assets performance, behavior and general condition. The Asset tracking solution allows the user full control and spontaneous information available at all times through the detail-oriented reports provided by the solution.

## 1.5. Document Copyrights

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## 1.6. References

For more details about the product, you can get back to your consultants. If you are reading this document for guidance only, you can use it solely without the need for any other document.

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## 2. System overview

This solution has been tailored to monitor and track a Cigarette Ripping and Production cycle. The cycle includes three phases (Initial Identification, Receiving, and Consuming), three types of products (Rejected Cigarette, Ripper Shorts, and Cutter Fillers) and two machine types (Rippers, and feeders). Ripper Machines only accept Rejected cigarettes as an input type; Product Code (RC). Feeders Accept both Cutter Filler and Ripper Shorts (CF and RS).

- **Initial Identification**

The first phase is the Initial Identification; this phase is carried out on all three products. The identification step includes creating the asset identity and attaching a barcode (Tag) to it with the help of the Desktop Admin tool. The user chooses the appropriate Blend, Product, and Machine, and places the Asset on the scale to be automatically weighed and issues a unique barcode to be attached to the asset.

- **Receiving**

Rejected cigarettes are first received and stored in the ripping area after going through the Initial Identification process. Those are later consumed by a ripping machine according to a cycle plan set and maintained by the customer. The Receive process does not need any authentication and is not coordinated by a specific plan.

- **Consuming**

During the consumption process a validation cycle takes place to make sure that the transactions carried out match the cycle plan. The Cycle plan includes a specific blend, product, machine code, date, and shift. If the operator tries to carry out a transaction that does not abide any downloaded plan, he/she will be redirected to an authentication process to continue processing the transaction without it being planned.

The Product of the ripping process is called Ripper Shorts that are also received and stored to be later consumed in the cigarette production cycle after being Initially Identified.

The third product involved in the process is the cutter filler (pure raw material) which is also received and stored to be consumed later in the cigarette production line. The cigarette production line involves a mix of two products that include Ripper shorts and Cutter Filler which have been previously received. These two products are consumed by a feeder machine that outputs the final cigarette product. The solution's main objective is to monitor the receive and consume transactions in order to keep track of the products and validate these processes against the cycle previously set and maintained.

### 3. Getting started, using the system

Note that this document has all of the functions that is available in the asset tracking. Based on your business needs, you might not find all of them available for you.

#### 3.1. Master functions

Here you will find the functions that is available for all of the users and they all can execute them.

##### 3.1.1. Start the system

Tab on the application with the device's pen and then it will open on the login screen. Figure 1.

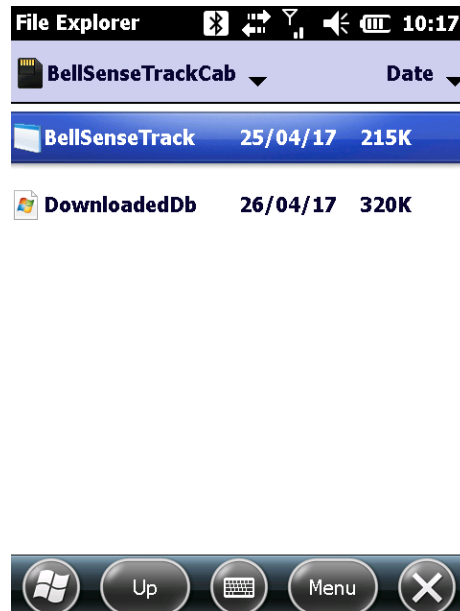


Figure 1: Application icon, Tab action.

### 3.1.2. Login function

Enter your user name and password in the main login screen. Figure 3.

If any of the following cases happened, the user will have to register him/herself on the device again by seeing figure 4 then figure 2. Once device's registration completes they can login again normally

- First time login after installing the application.
- Logged in after another user has registered the device already and logged in before.



Figure 2: Device's registration pop up message

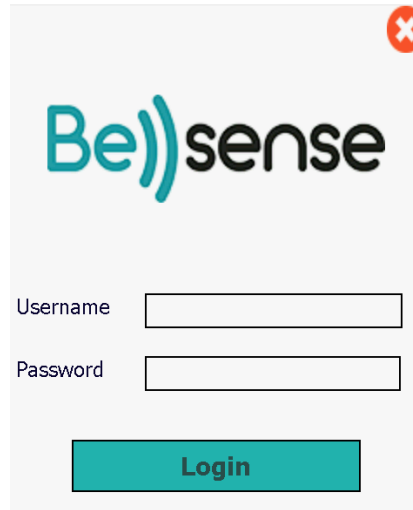


Figure 3: Login screen

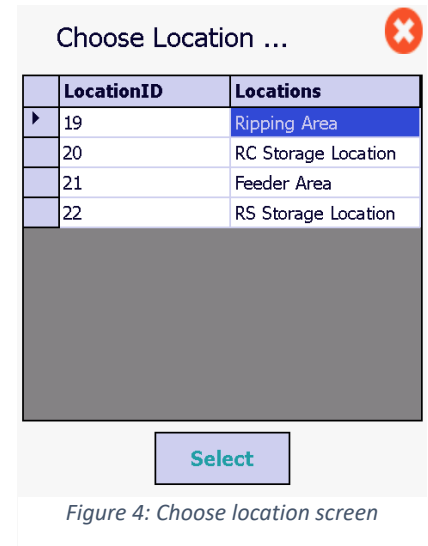


Figure 4: Choose location screen

### 3.1.3. Home page

After successfully logging in, the user will then see the home page. Figure 4. The application will and check the accuracy of the device time by communicating with a timeserver. After the Receive/Consume screen loads, the user can choose to either receive a new Asset or consume an already received asset.

In a normal cycle, receive an asset and then consume it. The user will be informed if any abnormal action is taken including and not limited to (duplicate receive, duplicate consumption, receiving an already consumed Item). The user will also be notified if any incorrect data was entered (malformed tag, unidentified tag).

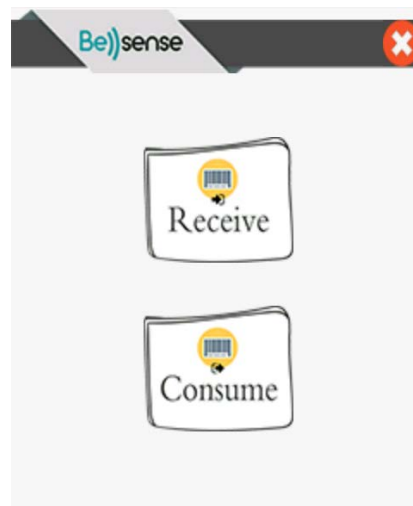


Figure 5: Home page

### 3.1.4. Receive function

The receiving transaction is the first step of the cycle. This transaction happens after the asset is put into storage. The user will scan the QR code of the asset and the asset's location. This step is to track the place where the transaction took place. The user will see a pop-up message to confirm the operation once he/she tab on the scan button. It is preferred not to enter any manual code, just scan everything.

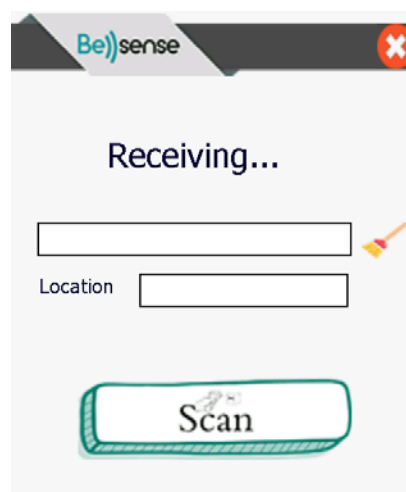


Figure 6: receive screen, scan button



### 3.1.5. Consume function

The user will scan the Asset QR code and then scan the machine QR code each in their appropriate text field. If a consume action is taken and the scanned QR codes abide the downloaded plan the process will continue normally , otherwise an authentication process requiring a higher level authority will be required to complete the transaction. Check figures 7, 8.

The consumption record will be uploaded and user notified, otherwise an error popup will appear (Error in machine code, Asset QR code, Duplicate scan, Asset is not received.). In case the consumption process is for an asset that is not part of a plan, it will require a supervisor authentication.

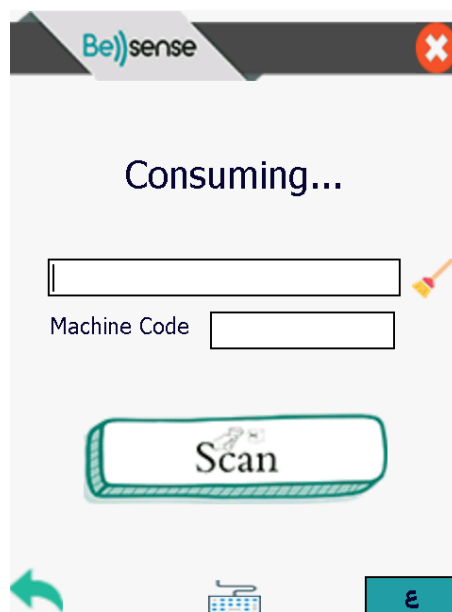


Figure 7: Consume screen



Figure 8: Authentication pop up message.

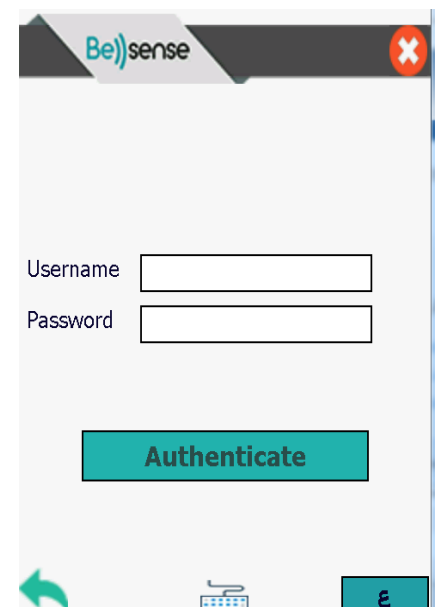


Figure 9: Authentication form.