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# ASSET TRACKING SOLUTION

## A USER GUIDE On

### **“Asset tracking – Desktop application”**

Product V1.0

Document V2.0, approved

May-2017

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# 1. Introduction

## 1.1. Purpose

This document will guide you through the Windows 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 function

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

You can start the application by clicking on the shortcut icon on your desktop. Figure 1.

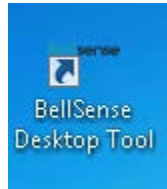


Figure 1:  
Application icon

##### 3.1.2. Login function

Once you run the application, you will see the login screen. Figure 2.

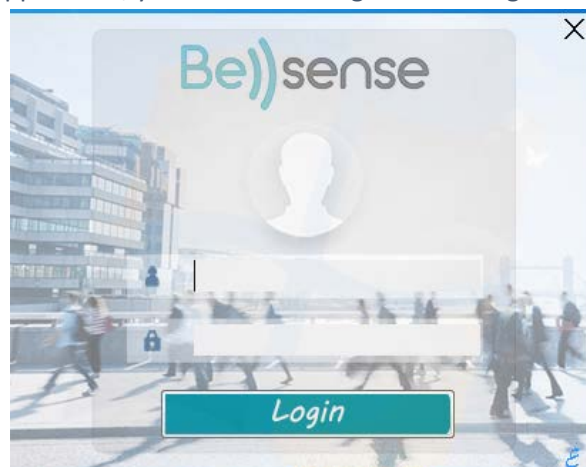


Figure 2: Login screen

### 3.1.3. Generate QR code for an asset

Each asset will have its' own QR code and you can generate one by following the below steps and see figure 3:

- Choose a blend.
- Choose a product.
- Choose a machine.
- Enter the gross weight of the asset in grams. (WeightG)
  - You can also click the weigh button and the application will read the weight scale output and insert it automatically in WeightG inputs.
- Click Generate.
- Double click on the QR code itself to print it.



Figure 3: Asset QR code generator

### 3.1.4. Generate QR code for location or machine

A Location and Machine QR generator can be accessed by clicking the settings button located on the tool bar (check figure 3). This is used to generate barcodes that is attached to the machines and on pillars or walls for validation purposes. To navigate to this screen follow the below steps:



- Click the settings icon on the tool bar. 
- Choose the radio button that matches your needs.
- Use the combo box to select your target.
- Then click generate button to create a QR code.
- Double Click this code to print it to the default-connected printer.



Figure 4: Machine and location QR code generator

### 3.1.5. Logout

You can log out from the application by clicking on the logout button, which is located at center of the application header. 

Once you click on it, the application will close any open screen and will open the login screen from Figure 2.

### 3.1.6. Close the application

You can close the application by clicking the X button at the top right side of Figure 4.

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