Lab Guide

Mobile:

A New ServiceNow Experience

Will Lisac & Guerric Sloan

Default Login / Password:

admin / Knowledge16

itil / Knowledge16

employee / Knowledge16

This section covers the basics when working with the ServiceNow Native Application for iOS. If you do not have an iPhone, please skip to the next section.

- Install the ServiceNow Native App
- Login to the Lab Instance

Install the ServiceNow Native App

- 1. Open the Apple App Store on your iPhone.
- 2. Search for ServiceNow.



3. Install the ServiceNow Application.

Log in to the Lab Instance

- 1. Using your iPhone, open the ServiceNow App.
- 2. If prompted to enable push notifications, tap **OK** to allow them.

Note: You test push notifications later in the lab, which requires them to be enabled.

Lab 1.1 **Native App Basics**

3. Enter the unique instance URL provided.



4. Log in with the provided administrator credentials.



This section covers the basics when working with the ServiceNow Mobile Web UI (User Interface)

- Access the Mobile Web UI on your Phone
- Access the Mobile Web UI on your Desktop

Access the Mobile Web UI on your Phone

- 1. Using your phone, navigate to the unique instance URL provided.
- 2. Log in with the provided administrator credentials.



Access the Mobile Web UI on Your Desktop

- 1. Using your desktop, go to the unique instance URL provided.
- 2. Update the URL to navigate directly to the mobile web user interface by appending \$m.do. The URL should resemble:

https://LabPrefix###.lab.servicenow.com/\$m.do

Note: To maintain separate desktop and mobile interface sessions, you should open your *Mobile Web UI* session in a private browsing window.

Lab 1.2 Mobile Web UI Basics



3. How to start private browsing:

Google Chrome:

https://support.google.com/chrome/answer/95464?hl=en

Apple Safari:

https://support.apple.com/kb/PH19216?locale=en US

Mozilla Firefox:

https://support.mozilla.org/en-US/kb/private-browsing-control-what-info-firefox-saves

4. Log in with the provided administrator credentials.





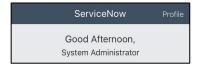
This section covers the various system configuration options available to customize the ServiceNow Mobile Experience.

- Access the Lab Instance Desktop UI
- Deactivate and Reactivate the Helsinki Mobile Web UI
- Toggle Native Mobile Application Configurations

Access the Lab Instance Desktop UI

- 1. Using your desktop, go to the unique instance URL provided.
- 2. Log in with the provided administrator credentials.
- 3. If you are presented with the mobile interface:

Click Profile from the Home screen.



Select Switch to Desktop.



Deactivate and Reactivate the Helsinki Mobile Web UI

1. Navigate to **System Properties > Mobile UI Properties**.



Lab 2.1 Mobile UI Configuration

2. Deselect Enables the updated mobile web experience available since Helsinki.



- 3. Click Save
- 4. Switch to the Mobile Web UI.
- 5. Refresh using the browser's refresh button .
- 6. Notice the Dublin Mobile Web UI is shown.

Note: This change is not apparent in the ServiceNow Native App. View your instance using Mobile Safari to see the change.



- 7. Switch to the **Desktop UI**.
- 8. Check Enables the updated mobile web experience available since Helsinki.



- 9. Click Save
- 10. Switch to the Mobile Web UI.





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 - 11. Refresh using the browser's refresh button [C].
 - 12. Notice the Helsinki Mobile Web UI appears again.

Toggle Native Mobile Application Configurations

- 1. Switch to the **Desktop UI**.
- 2. Navigate to **System Properties > Mobile UI Properties**.
- 3. Deselect Enable native mobile applications.



4. Select Blur native app UI when the application enters the background.



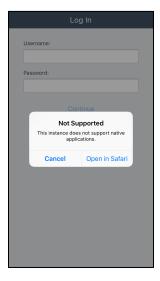
5. Click

Note: To complete the following steps, an iPhone running the ServiceNow Native App is required.

- 6. Switch to the Native App.
- 7. Tap
- Switch Instance
- 9. Select your lab instance.



10. Notice that the application is disabled.



- 11. Switch to the Desktop UI.
- 12. Navigate to **System Properties > Mobile UI Properties**.
- 13. Check **Enable native mobile applications**.
- Save 14. Click
- 15. Switch to the **Native App**.
- 16. Select your lab instance.
- 17. Notice that the application is enabled.
- 18. Double tap the home button on your phone to activate multitasking.



- 19. Select another application on your phone.
- 20. Double tap the home button again to activate multitasking.

21. Notice the ServiceNow App content's preview is blurred.



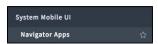


This section covers the various system configuration options available to customize the mobile navigator. The mobile navigator configuration controls the ServiceNow applications that are available to users.

- Create a New Application Menu
- Create an Application Module for Incidents
- Create an Application Module for a new Incident Record
- Create an Application Module for Connect Chat
- Create an Application Module for a Map Page
- Refresh the Navigator
- Try out the New Application Modules

Create a New Application Menu

- 1. Switch to the **Desktop UI**.
- 2. Navigate to System Mobile UI > Navigator Apps.



- 3. Click Application Menus >
- 4. Input form values:

Name: K16 Mobile Lab

Order: 42

5. Right click the form header.



6. Click Save.

Lab 3.1 Mobile Navigator Apps



Create an Application Module for Incidents

1. Click Modules > New

2. Input form values:

Name: Incidents for Hardware

Table: Incident

3. Create a filter for the **Incident** table:

Field: **Category** Operator: **is** Value: **Hardware**

4. Click Submit

Create an Application Module for a New Incident Record

1. Click **Modules** > New

2. Input form values:

Name: Create New Incident Path: /form/incident/-1

3. Click Submit

Create an Application Module for Connect Chat

1. Click **Modules** > New

2. Input form values:

Name: Connect Chat

Path: \$chat.do

Path Relative To Root: Checked

Note: Path Relative To Root allows mobile navigator modules that link to desktop pages.

3. Click Submit .

Create an Application Module for a Map Page

1. Click **Modules** > New

2. Input form values:

Name: All Locations

Path: /map/?sysparm_name=All%20Locations

Note: Mobile path components and parameters should be correctly URL encoded. *%20* represents a URL encoded space character

3. Click Submit.

Use the Native App, Refresh the Navigator

Note: If you are not using the Native iOS Application skip this section

- 1. Tap
- 2. Tap **Home**.
- 3. Tap Profile
- 4. Tap Switch Instance
- 5. Select your lab instance from the instance list.

Use the Mobile Web UI, Refresh the Navigator

Note: If you are not using the Mobile Web UI, skip this section.

- 1. Tap
- 2. Tap Home.
- 3. Tap your browser's refresh button .



Try out the New Application Modules



2. Tap Incidents for Hardware.

Note: The incidents list should display with the filter you configured.



4. Tap Create New Incident.

Note: The incident form should display with empty values to be input.



6. Tap Connect Chat.

Note: Connect Chat should be open on your mobile device. On the **Mobile Web UI**, Connect Chat opens in a new tab. Switch back to the **Mobile Web UI** tab to continue the lab.

8. Tap Map Page.

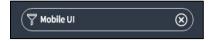
Note: The All Locations map page should be open.

This section covers the shared favorites functionality in the new ServiceNow Mobile Experience. Users can access their favorites on the desktop or their mobile device.

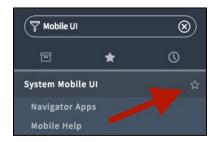
- Use the Desktop UI, Favorite an Application Menu
- Use the Native App, Refresh and View the Favorites
- Use the Mobile Web UI, Refresh and View the Favorites
- Create New Favorites on Mobile
- Edit Favorites on Mobile
- Use the Native App, Create a Favorite Visualization

Use the Desktop UI, Favorite an Application Menu

- 1. Switch to the **Desktop UI**.
- 2. Filter the Navigator by typing Mobile UI.



- 3. Hover over the **System Mobile UI** application menu.
- 4. Click Star to favorite the menu.



Use the Native App, Refresh and View the Favorites

Note: If you are not using the Native iOS Application skip this section.

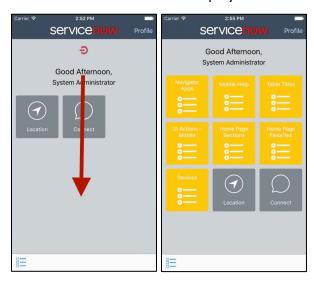
1. Switch to the **Native App**.



Lab 4.1 Favorites

- 3. Tap Home.
- 4. Pull down to refresh the favorites.

Note: New favorites should display.



Use the Mobile Web UI, Refresh and View the Favorites

Note: If you are not using the Mobile Web UI, skip this section.

- 1. Switch to the Mobile Web UI.
- 2. Tap
- 3. Tap Home.
- 4. Tap your browser's refresh button .

Note: New favorites should display.

Create New Favorites on Mobile

Note: This section applies to the Native App and Mobile Web UI.

- 1. Switch to the **Mobile Web UI** or **Native App**.
- 2. Tap

- 3. Tap Users.
- 4. Tap Abel Tuter in the list.



- 5. Tap
- 6. Type a name for the favorite: **Abel Tuter**.
- 7. Tap **an icon** for the favorite.
- 8. Tap a color.



9. Tap Save

10. Tap

11. Tap **Home**.

Note: Notice the new favorite on your mobile home screen.

Edit Favorites on Mobile

1. Long press Abel Tuter.

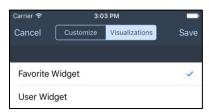
Note: Trigger the long-press gesture by tapping on a favorite and holding down. Release after the long press gesture is triggered.

- 2. Tap a color.
- 3. Tap Save

Use the Native App, Create a Favorite Visualization

Note: If you are not using the Native App skip this section.

- 1. Switch to the **Native App**.
- 2. Long press Abel Tuter.
- 3. Tap Visualizations.
- 4. Tap User Widget.



5. Tap

Note: The favorite should now be presented as a user widget visualization.



This section covers the various configuration points in the platform to customize the mobile list display and operation.

- Set List Layout Columns
- View List Layout Columns
- Set List Table Titles
- Set List Search Fields
- View List Table Titles
- View List Search Fields
- Hide Mobile Filter UI
- View Hidden Mobile Filter UI

Set List Layout Columns

- 1. Switch to the **Desktop UI**.
- 2. Navigate to **Incident > Open**.
- 3. Right-click the list header to show the list actions menu.



4. Click Configure > List Layout.



5. Select **Mobile** for the View name.



6. Find **Priority** in **Available** fields.

Lab 5.1 **Lists and List Configuration**

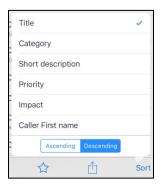


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- 7. Click to add Priority.
- 8. Find Caller in Available fields.
- 9. Click to dot walk **Caller** fields.
- 10. Find First name in Available fields.
- 11. Click to add Caller.First name.
- 12. Click Save

View List Layout Columns

- 1. Switch to the Mobile Web UI or Native App.
- 1. Navigate to **Incident > Active**.
- 2. Click Sort
- 3. Notice the sortable columns display.



- 4. Tap Caller First name.
- 5. Notice the actively sorted field displays on each record.
- 6. Tap anywhere outside the sort popover to close it.
- 7. Tap any record.

8. Notice the fields display in the card on the record.



Set List Display Value

- 1. Switch to the **Desktop UI**.
- 2. Navigate to **Incident > Open**.
- 3. Right click the list header to show the list actions menu.



- 4. Click **Configure > Table**.
- 5. Find the **Category** column in the list of records.



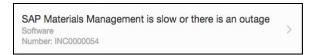
- 6. Double click the **Display** column to list edit.
- 7. Select true.



- Update to save the table changes.

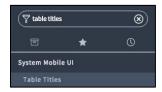
View List Display Value

- 1. Switch to the Mobile Web UI or Native App.
- 2. Navigate to **Incident > Active**.
- 3. Notice the **Category** displays below the incident title.



Set List Table Titles

- 1. Switch to the **Desktop UI**.
- 2. Navigate to **System Mobile UI > Table Titles**.



3. Find the **Incident** table title configuration row.



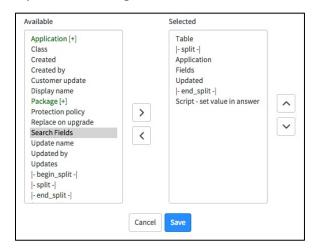
- 4. Click
- 5. Click to edit **Fields**.
- 6. Click **Short description.**
- 7. Click to remove **Short description**.
- 8. Find **Number** in **Available** fields.
- 9. Click to add Number.

- 10. Find State in Available fields.
- 11. Click to add **State**.
- 12. Click at to set **Fields**.

Set List Search Fields

1. Click to edit Search fields.

Note: **Search fields** might not be on the form. Add Search fields to the form by editing the form layout and adding **Search fields** to the current layout.



- 2. Find Number in Available fields.
- 3. Click to add Number.
- 4. Find State in Available fields.
- 5. Click to add **State**.
- 6. Click at to set Search fields
- 7. Click Update

22

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View List Table Titles

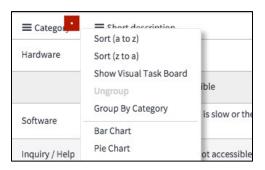
- 1. Switch to the Mobile Web UI or Native App.
- 2. Navigate to Incident > Active.
- 3. Notice each record displays the **Number** and **State**.

View List Search Fields

- 1. Tap to search.
- 2. Type INC0000027.
- 3. Notice a single record is shown.
- 4. Type Hardware.
- 5. Notice Hardware records are shown.

Hide Mobile Filter UI

- 1. Switch to the **Desktop UI**.
- 2. Navigate to **Incident > Open**.
- 3. Right click the list header to show the list actions menu.





- 4. Click Configure > List control.
- 5. Check Omit filters.



6. Click Update

View Hidden Mobile Filter UI

- 1. Switch to the **Mobile Web UI** or **Native App**.
- 2. Navigate to **Incident > Active**.
- 3. Notice the option to filter is hidden.

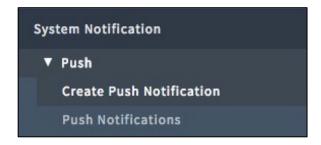


This section covers the basic configuration required to create new push notifications for the ServiceNow Native App.

- Create a Push Notification
- Create a Push Message
- Set Push Notification Message
- Use the Native App, Test Push Notifications
- Use the Desktop, Test Push Notifications

Create a Push Notification

- 1. Switch to the **Desktop UI**.
- 2. Navigate to **System Notification > Push > Create Push Notification**.



3. Input form values:

Name: New Incident While In Lab

Table: Incident When to send: Inserted: Check

Lab 6.1 Push **Notifications**

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4. Click the Who will receive tab.



- 5. Click button to add yourself.
- 6. Click Submit

Create a Push Message

- 1. Navigate to **System Notification > Push > Push Messages**.
- 2. Click New
- 3. Input form values:

Name: New Incident Lab Message

Push App: ServiceNow Mobile application

Push Message Content: Generic Record Payload

Message:

New Incident

\${number}: \${short_description}

4. Click Submit

Set Push Notification Message

- 1. Navigate to **System Notification > Push > Push Notifications**.
- 2. Find New Incident While In Lab.
- 3. Click
- 4. Click What to send tab.



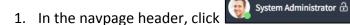


- 6. Type New Incident Lab Message.
- 7. Click the first autocomplete result to add the message.



8. Click Update

Subscribe to the Push Notification



- 2. Click Profile.
- 3. Click Notification Preferences under Related Links.
- 4. Type **new** in the search input.



- 5. Find the New Incident While In Lab notification
- 6. In the **ServiceNow Mobile Application** column, click
- 7. Notice the notification is enabled.



Note: Notifications can be automatically enabled for users if **Push Default Registrations** are configured. For more information, go to the *Push Notifications Lab* during Creator Con.

Use the Native App, Test Push Notifications

Note: If you are not using the Native iOS Application you cannot test push notifications.

- 1. Switch to the **Native App**.
- 2. Tap your phone **Home** button to background the ServiceNow App.

Use the Desktop, Test Push Notifications

- 1. Switch to the **Desktop UI**.
- 2. Navigate to Incident > Open.
- 3. Click New
- 4. Input form values:

Caller: Abel Tuter

Short description: Testing out push notifications for the lab

- 5. Click Submit
- 6. After a short delay, you should receive a push notification on your phone for the newly created incident.

This section covers the configuration of input helpers for the ServiceNow Native App. Input helpers are only available on the ServiceNow Native App.

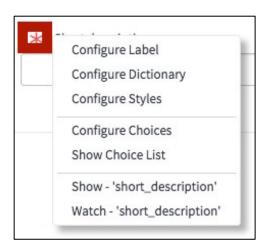
- Enable the Barcode Scanner Input Helper
- Enable the Current Location Input Helper
- Use the Native App, Test Input Helpers

Enable the Barcode Scanner Input Helper

- 1. Switch to the **Desktop UI**.
- 2. Navigate to incident.do.



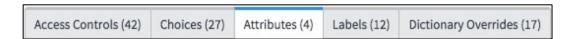
3. Right click Short description.



4. Click Configure dictionary.

Lab 7.1 **Mobile Form Input Helpers**

5. Click the Attributes tab.



- 6. Click on the **Attributes** related list.
- 7. Click
- 8. Search for barcode.
- 9. Click **Enable barcode scanner** to select the attribute.
- 10. Input form values:

Value: true

Note: The value must be lowercased true exactly.

11. Click Submit

Enable the Current Location Input Helper

- 1. Click on the **Attributes** related list.
- 2. Click
- 3. Search for location.
- 4. Click **Enable current location input helper** to select the attribute.
- 5. Input form values:

Value: true

Note: The value must be lowercased **true** exactly.

6. Click Submit

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7. Click Update

Use the Native App, Test Input Helpers

Note: If you are not using the Native iOS Application you cannot test input helpers.

- 1. Switch to the Native App.
- 2. Navigate to Incident > Active.
- 3. Tap any incident.
- 4. Tap the to view the incident form.
- 5. Notice the input helpers next to the **Short description** field.



- 6. Tap
- 7. Scan this barcode:



- 8. Notice the **Short description** value set to **1110001110007777**.
- 9. Tap

Note: If prompted to enable location sharing, click **Allow**.

10. Notice the **Short description** value set to your current location.

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Lab Goal

This section covers Client Scripting fundamentals when working with the ServiceNow Mobile Experience. We explore asynchronous form validation as well as basic Client Script debugging techniques.

- Create an Asynchronous Client Script
- Test an Asynchronous Client Script
- Create a Broken Client Script
- Debug a Broken Client Script

Create an Asynchronous Client Script

- 1. Switch to the **Desktop UI**.
- 2. Navigate to incident.do.
- 3. Click
- 4. Click Configure > Client Scripts.
- 5. Click New
- 6. Input form values:

Name: Async scripting in lab

UI Type: **Both** Type: **onSubmit** Lab 8.1 Mobile Form Client Scripts

7. Copy Script:

```
function onSubmit() {
 // store a custom value to determine
  // if we passed validation
  if (g form.isCustomValidated === true) {
   console.log('Custom validation for the form passed!');
   return true;
 var gr = new GlideRecord('incident');
 gr.addQuery('active', true);
  // save the action name
 var actionName = g form.getActionName();
 gr.query(function() {
   console.log('GlideRecord rows: ' + gr.getRowCount());
    // we have GlideRecord results here
    // but we'll resubmit with our
    // custom validation flag set
   g form.isCustomValidated = true;
    // resubmit with the previous action name
   g form.submit(actionName);
  });
 console.log('Halting submit -- loading data...');
 return false;
```

8. Click Update

Test an Asynchronous Client Script

1. Switch to the **Mobile Web UI** using your desktop.

Note: To facilitate debugging Client Scripts, we test on a desktop browser. Refer to Section 2.1: Access the Mobile Web UI on your Desktop.

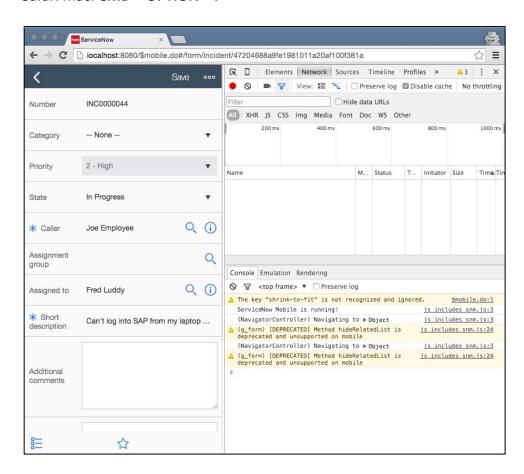
- 2. Navigate to **Incident > Active**.
- 3. Tap any incident.



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- 4. Tap to view the incident form.
- 5. Open your browser's console to view log messages:

Chrome Mac: CMD + OPTION + I
Chrome Windows: CTRL + SHIFT + I
Firefox Mac: CMD + OPTION + K
Firefox Windows: CTRL + SHIFT + K
Safari Mac: CMD + OPTION + I



- 6. Tap Save
- 7. Notice the console messages are output from the Client Script.

Create a Broken Client Script

- 1. Switch to the **Desktop UI**.
- 2. Navigate to incident.do.
- 3. Click
- 4. Click Configure > Client Scripts.
- 5. Click New
- 6. Input form values:

Name: Broken script in lab

UI Type: **Both** Type: o**nSubmit**

7. Copy Script:

```
function onSubmit() {

   // we did some validation?
   if (isValidated) {
      console.log('Form checks out!');
   }
   return true;
}
```

8. Click Submit

Debug a Broken Client Script

- 1. Switch to the **Mobile Web UI** using your desktop.
- 2. Navigate to **Incident > Active**.
- 3. Tap any incident.
- 4. Tap to view the incident form.

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 - 5. Open your browser's console to view log messages.
 - 6. Notice the error message in the console.
 - 7. Switch to the **Desktop UI**.
 - 8. Find **Broken script in lab** in the list of Client Scripts.
 - 9. Click to edit the Client Script.
 - 10. Copy Script:

```
function onSubmit() {

  // we did some validation!
  var isValidated = true;
  if (isValidated) {
    console.log('Form checks out!');
  }
  return true;
}
```

- 11. Click Update
- 12. Switch to the Mobile Web UI.
- 13. Refresh the current incident using your browser's refresh button .
- 14. Retest the Client Script by tapping
- 15. Notice no errors in the browser's console.



This section covers UI Action fundamentals when working with the ServiceNow Mobile Experience. This lab explores different configurations available for Mobile UI Actions.

- Create a Hidden UI Action
- Create an Update Style UI Action
- Create a Redirecting UI Action
- Create a List UI Action
- Test a Hidden UI Action
- Test a Redirecting UI Action
- Test an Update Style UI Action
- Test a List UI Action

Create a Hidden UI Action

- 1. Switch to the **Desktop UI**.
- 2. Navigate to System Mobile UI > UI Actions Mobile.
- 3. Click New
- 4. Input form values:

Name: Hidden Test

Action name: hidden test

Table: Incident
Form button: Check

Condition: current.category == 'hardware'

Hide When Disabled: Check

5. Click Submit

Create an Update Style UI Action

1. Click New

Lab 9.1 Mobile UI Actions

2. Input form values:

Name: Back Test

Action name: back_test

Table: Incident

Form more item: Check

Navigate back on completion: Check



Create a Redirecting UI Action

- 1. Click New
- 2. Input form values:

Name: Redirect Test

Action name: redirect_test

Table: Incident

Form more item: Check

3. Copy Script:

```
var gr = new GlideRecord('incident');
gr.addQuery('category', 'hardware');

// create a desktop URL
var url = 'incident_list.do?sysparm_query=';
url += gr.getEncodedQuery();
action.setRedirectURL(url);
```

4. Click Submit

Create a List UI Action

1. Click New

2. Input form values:

Name: List Test

Action name: list_test

Table: Incident
List button: Check
Color: #FF77CC

Condition: current.state == 1

3. Copy Script:

```
current.setValue('state', 2);
current.update();
```

4. Click Submit

Test a Hidden UI Action

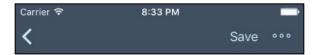
- 1. Switch to the Mobile Web UI or Native App.
- 2. Navigate to **Incident > Active**.
- 3. Tap an incident record.
- 4. Tap to show the form.
- 5. Change the **Category** to **Hardware**.
- 6. Tap Save
- 7. Notice the **Hidden Test** UI action is visible.



- 8. Change the **Category** to **Software**.
- 9. Tap Save



10. Notice the **Hidden Test** UI action is hidden.







Test a Redirecting UI Action

- 1. Tap ...
- 2. Tap Redirect Test.
- 3. Notice the form redirects to the incident list with the specified filter.

Test an Update Style UI Action

- 1. If you are not on an incident list, navigate to **Incident > Active**.
- 2. Tap an incident record.
- 3. Tap to show the form.
- 4. Tap
- 5. Tap Back Test.
- 6. Notice the form navigates back to the list.

Use the Native App, Test a List UI Action

Note: If you are not using the *Native App*, skip this section.

- 1. Switch to the *Native App*.
- 2. Navigate to Incident > Active.



3. Swipe left on an incident with state **New** to view UI actions. Note: We've configured the UI action to only show on records with state == 'New'. If you don't see the state reflected on the incidents, search for "trouble" and try swiping the resulting

record



- 4. Tap List Test.
- 5. Notice the UI action is triggered.

Use the Mobile Web UI, Test a List UI Action

Note: If you are not using the *Mobile Web UI*, skip this section.

- 1. Switch to the Mobile Web UI.
- 2. Navigate to **Incident > Active**.
- 3. Tap List Test.
- 4. Notice the UI action is triggered.



Complete

Congratulations on completing this lab. Review all the functionality we covered:

- Mobile UI Configuration
- Mobile Navigator Apps
- Favorites
- Lists and List Configuration
- Push Notifications
- Mobile Form Input Helpers
- Mobile Form Client Scripts
- Mobile UI Actions



Questions?

Now that you completed the lab, we want your feedback. Stick around after the lab to ask the mobile team your mobility-related questions.