



VacciFolder

*Keep a securely stored electronic copy of Covid-19
Vaccination Record Cards for you and you family.*

Application Help Guide



© 2022 Omni Consulting, LLC

Foreword

*The main purpose of this app is to enable the user to create and maintain a digital Folder of **Covid-19 Vaccination Cards** securely stored locally on an Apple iPhone, iPad, or iPod touch device.*

The digital Folder can contain user defined text and images for the device owner and related family members.

These record cards can be safely presented by the device owner for identification or proof of Covid-19 vaccination.

All information supplied by the user is stored locally on the device and kept private, not being exposed by the app to any other app or web-based entities. No internet connection is required to use the app.

Contents

I. Overview

II. Privacy and Data Protection

III. Device Recovery

IV. Covid-19 Vaccination Records

V. Item Inventory

VI. Preferences

VIII. How-To Tutorials

I. Overview

‘VacciFiler’ securely manages **Covid-19 Vaccination Record Cards** in digital form for back-up retention and on-demand personal identification purposes.

The following Covid-19 Vaccines are supported for user selection:

1. AstraZeneca
2. Johnson & Johnson
3. Moderna
4. Moderna (Spikevax)
5. Novavax
6. Pfizer-BioNTech
7. Sanofi-GSK
8. Covid-19 Other

Effective with iOS 14, Widgets can also be utilized to show one of any number of device owner digital Vaccination Record credentials.

Also, a Covid-19 Vaccination Record Card can be promptly displayed by the device owner to present vaccination credentials of other family members.

For obvious security reasons, **Covid-19 Record Card** functions require that the device Owner activated the app login protection feature.

NOTE: The app does not depend on being connected to the Internet, or a Local Area Network (LAN) and can be used in Airplane Mode.

All user-data is securely stored locally on the device and access-protected with owner configured password and/or a biometric type authentication method (e.g. Touch ID, Face ID).

‘VacciFiler’ is developed as a universal app, targeted for iPhone, iPad, or iPod touch devices.

iOS 9.0 (and later) must be deployed on the device to install the app from the App Store.

II. Privacy and Data Protection

All data collected to meet the functional objectives of this app (**'VacciFiler'**) are securely stored internally on your device and ***not*** uploaded to a remote server, iCloud, or any other Internet-based repository/service.

There is no **'VacciFiler'** Cloud.

There is no **registration** by forcing you to set up an account with the app developer (**Omni Consulting, LLC**), or registering any of your **Covid-19 Vaccination Card** data.

There is no **Profiling**. Neither **Apple** nor the app developer can see any of the information that is entered by you.

Recording and analyzing data is not the developers business model. We fully support the privacy initiatives spearheaded by **Apple**, and therefore publish **'VacciFiler'** exclusively on **iOS** and **iPadOS** platforms.

Users can manage their data in confidence being assured that their information is kept private on the device on which the app is installed from the **Apple App Store**.

The user can control the apps' iOS Privacy settings based on certain functions to be performed.

Typical allowed features include access to:

1. *Contacts* to identify the owner of a device
2. *Photos* to create customized Wallpapers
3. *Face/Touch ID* to allow quick and secure app authentication
- 4.

Devices running iOS V12+ and supporting Long-press and/or 3D Touch gestures, when applied on the app icon of the Home Screen, will project a recovery widget and/or a message directed towards a device Finder. When touched, a user-customizable voice announcement is played requesting the finder to contact the owner to return the device. The owners contact information is also shown.

Access to the app advanced features requires authentication by means of user log-in credentials from the Dashboard.

III. Device Recovery

H. Device Recovery Tag Widgets

Overview

Make a customized Lock Screen Wallpaper to be displayed when your device is activated.

The information contained on the Lock Screen will have sufficient information to assist a finder to return the device to you.

The purpose of the label is to show recovery information in case the Lock Screen cannot be displayed (e.g. because of no power or other malfunction).

Record a personalized voice message for a Finder of your device. This message will replace the default messages provided by the app.

The message is played back on various occasions when the app is activated from either a '**VacciFiler**' widget, or when the app is launched due to a 3D/Long-Pressure touch, or some other user interactions.

Customize your Device Owner Profile, which contains the contact information to be shown on the Lock Screen and DIY Device Label.

E. Device Owner Profile

You can customize your Device Owner Profile, which contains the contact information to be shown on the Lock Screen and DIY Label.

H. Vaccination Card Widgets

Users running the '**VacciFiler**' app on devices with version iOS 14+ can configure up to three differently sized widgets for prominent display on the Home Screen and/or the Lock Screen (Select Settings—>Face ID & Passcode—>[enter your passcode]—>ALLOW ACCESS WHEN LOCKED:—>Today View).

Touching any one of these widgets will cause the '**VacciFiler**' app be launched and prompt additional device recovery alerts to the user.

IV. Covid-19 Vaccination Records

- A. Capture Record
- B. List Records
- C. Show Record

Overview

The app allows for the registration and secure storage of **Vaccination Record Cards** based on Covid-19 vaccination documentation received by the device owner.

Covid-19 Vaccination records for the device owner are stored separately for personalized processing and handling.

Any other personal Record Cards are stored under the apps' *Item Inventory* section.

Multiple Record Cards can be entered per person, corresponding to the number of Covid-19 vaccinations that were administered.

The user has the option to display a Covid-19 **Vaccination Record Card** for identification purposes.

The device owner may also create a widget for display on the device Home Screen (requires iOS 14+), and/or show the Record Card image via a short-cut option by pressing the app icon.

NOTE: To assure confidentiality and privacy of Vaccination Record information, the user first needs to be logged into the app to enable access.

The following functions are available:

A. Capture Record

Enables you to register one or more Record Cards, depending on the number of documented Covid-19 vaccinations you received.

When creating a digital form of a Covid-19 **Vaccination Record Card**, certain information must be provided by the user, such as:

- an image of the original proof of Covid-19 vaccination (either taken by the built-in device camera or imported from the Photos Album). On devices running iOS 11 (and later), you can scan the source document into the app.
- the type of Covid-19 vaccine that was administered
- place or organization where the Covid-19 vaccination was made available
- most recent date of vaccination

You can import up to two images (e.g. front and back of the Covid-19 vaccination source, or front of vaccination source and your drivers license for additional identification) per Record Card.

Duplicate Record Card entries per individual are not permitted.

B. List Records

Lists only those Covid-19 **Vaccination Record Cards** belonging to the device owner.

Additional actions, such as 'Edit', 'Delete', 'Export' and 'Update Widget', can be performed when selecting (left swiping) a given entry on the displayed list.

C. Show Record

Will display an image of the Covid-19 **Vaccination Record Card** on the screen.

Only the owner of the device will have its Covid-19 Record Card shown here.

VI. Preferences

- A. App Feedback
- B. General Options
- C. App Privacy Settings
- D. Device Status Bar
- E. Set App Login Credentials

Overview

Provides your feedback to our developers via the App Store with the intend of improving functionality in future releases.

Allows for the configuration of several app-wide behaviors.

A. App Feedback

Transfer constructive feedback and suggestions to our developers via the Apple App Store.

Your comments will be reviewed by our team to improve the functionality of the app in upcoming releases.

The device has to be connected to the Internet in order to perform this function.

B. General Options

Configure app-wide preferences, such as restricting app use by requiring either login authentication or having unrestricted access.

Authenticating with Touch/Face ID (if supported by device), or setting inactivity time-outs for automatic logout from the app to protect privacy.

If iOS 10.3 (and later) is installed on the device, then the app icon can be changed to display an alternative one on the Home Screen.

In order to activate the feature, the user has to navigate from the app's Main Menu to Preferences/General Options. Then, under the heading 'Change App Icon', tap the preferred alternative app icon. iOS will display a confirmation message 'You have changed the icon for "Return2Me"'.

C. App Privacy Settings

Displays the current iOS privacy settings related to app '**Return2Me**'.

The user can change the settings based on certain features to be performed by the app.

Typical allowed features include access to:

1. *Contacts* to identify the owner of a device

2. *Photos* to create customized Wallpapers
3. *Microphone* for recording a personalized device recovery announcement
4. *Face ID* to allow quick and secure app authentication
5. *Siri Search* for verbal short cuts to app functions
6. Notifications for the app to issue reminders when database should be backed up
7. Home data access to import accessories into the Item Inventory

Monitoring Device Passcode Use

The app will indicate whether a device has been locked by checking if the iOS Password is set to ON, and will display the respective status on certain screens, suggesting that iOS Password should be active to prevent unauthorized used.

D. Device Status Bar

The status bar for your device can be hidden or displayed at the top of the apps' views based on your personal preference.

E. Set App Login Credentials

Update the login information in order for the app to be used securely.

VIII. How-To Tutorials

- A. Process Vaccination Record
- C. Set Lock Screen Wallpaper
- D. Set Lock Screen Widgets

Overview

The usage descriptions are somewhat generic in nature to cover the general steps in order to accomplish a given task. Because of ongoing iOS feature updates and version releases, some specifics might deviate from the examples shown in the tutorials.

A. Process Vaccination Record

Describes how to import a users Covid-19 Vaccination Record Card data into the '**Return2Me**' app and securely store it in the localized database.

The 'App Reference Manual' is invoked for the user to read.

C. Set Lock Screen Wallpaper

Provided that the device has an active Internet connection, a Web View can be activated within the '**Return2Me**' app, showing the pertinent information directly from the Apple Support website.

Alternatively, in off-line mode, the general steps to set the Lock Screen Wallpaper for either a static image or a Live Photo are:

1. Tap Settings on Home Screen.
2. Tap Wallpaper...
3. 'Choose a New Wallpaper'...
4. If the Device Recovery Tag was made with the Live Photo option, select the 'Live Photos' album (press on screen to animate),
else
select the 'Device Tag' album.
5. Tap your Wallpaper image...
6. Scale and position the image. Touch 'Set'.
7. Tap 'Set Lock Screen'.

D. Set Lock Screen Widgets

Starting with iOS 14, widgets are available to be displayed for a Lost Device and/or the Item Inventory Status. Widgets are available in three different sizes, depending on the amount of content and customization preferences of the app user.

If you also wish to display a Recovery Tag and/or Item Inventory Status as a Widget when your device is locked, please enable the Today View as follows:

1. From the Home screen select 'Settings'.
2. Select 'Face/Touch ID & Passcode'.
3. Enter your passcode.
4. Scroll down to the section **ALLOW ACCESS WHEN LOCKED**:
5. Set the 'Today View' switch to *ON*