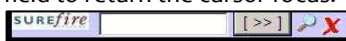
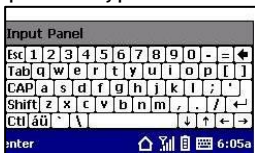


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| | |
|----------|---------------|
| Category | Inventory |
| Course | Mobile Device |
| Version | 1.0 |
| Client | Generic |
| Software | 2.13.104.3 |

Hints and Tips

- ✓ Your operator ID (POS logon) needs a **PDA Staff Type** assigned to it in the BOS **Operator Details** function:
 - Operator: Full (all functions)
 - Operator: Min (restricted)
 - Operator: Non. (no access).
- ✓ Logon error messages:
 - **Access denied, please contact your supervisor:** This ID only has Operator:Non permissions.
 - **Logon not recognised:** the ID/PIN combination entered hasn't been set up in SUREfire.
- ✓ Contact SUREfire Retail Support:
 - to customise the functions available to each staff type
 - if your device isn't functioning correctly.
- ✓ **Icons:**
 - = exit to the desktop.
 - = strength of RF signal.
 - = amount of battery left; fully charged it lasts around five hours. Always return it to the charging dock.
 - = hide/show the mini keyboard; use the device 'pen' to 'type' on it.
- ✓ **1 beep** = successful scan action.
2 beeps = check the screen.
- ✓ If nothing happens when you scan a barcode, tap the EAN field to return the cursor focus.



Mobile Scanning Device Navigation

A mobile scanning device provides access to the main functions in SUREfire.

Use this fact sheet to become familiar how to navigate and use the scanning device most efficiently.

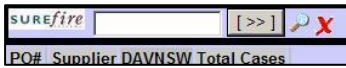
Procedure to Navigate the Mobile Scanning Device

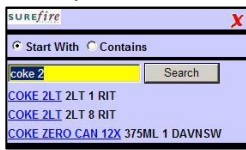

| 1. | From the main screen on the device, double-tap the SUREfire Internet program. | | | | | | | | | | | | | | | | | |
|---|---|-----|-------------|---|---|------------------------------|---|-----------------------|--|------------------|---|-----------------------------|--|---------------------|---|--------------------------|---|--|
| 2. | Enter your Operator ID & PIN , & press Login . <i>*The PDA Staff Type assigned against your operator ID determines the functions displayed on the main menu, and the editable fields within each function.*</i> | | | | | | | | | | | | | | | | | |
| 3. | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">To:</th> <th style="text-align: left;">Then press:</th> </tr> </thead> <tbody> <tr> <td>enquire on a product (SOH, supplier, price)</td> <td>. Refer to the PRO-2g View Product Details & History (Mobile) Fact Sheet.</td> </tr> <tr> <td>view sales and order history</td> <td>, then . Refer to the PRO-2g View Product Details & History (Mobile) Fact Sheet. <i>*Can also access History from the Adjustment, Order, and Auto-Order screens.*</i></td> </tr> <tr> <td>change a retail price</td> <td>. Refer to the PRO-2h Change Retail Price (Mobile) Fact Sheet.</td> </tr> <tr> <td>request a ticket</td> <td> then . Refer to the PRO-5a Request Tickets (Mobile) Fact Sheet.</td> </tr> <tr> <td>request cutting desk labels</td> <td> then . Refer to the PRO-5b Request Cutting Desk Tickets (Mobile) Fact Sheet.</td> </tr> <tr> <td>set label locations</td> <td> then . Refer to the PRO-5c-G Set Label Locations (Mobile) Fact Sheet.</td> </tr> <tr> <td>print a markdown sticker</td> <td> then . Refer to the PRO-5d Print Markdown Stickers (Mobile) Fact Sheet.</td> </tr> </tbody> </table> | To: | Then press: | enquire on a product (SOH, supplier, price) | . Refer to the PRO-2g View Product Details & History (Mobile) Fact Sheet . | view sales and order history | , then . Refer to the PRO-2g View Product Details & History (Mobile) Fact Sheet . <i>*Can also access History from the Adjustment, Order, and Auto-Order screens.*</i> | change a retail price | . Refer to the PRO-2h Change Retail Price (Mobile) Fact Sheet . | request a ticket | then . Refer to the PRO-5a Request Tickets (Mobile) Fact Sheet . | request cutting desk labels | then . Refer to the PRO-5b Request Cutting Desk Tickets (Mobile) Fact Sheet . | set label locations | then . Refer to the PRO-5c-G Set Label Locations (Mobile) Fact Sheet . | print a markdown sticker | then . Refer to the PRO-5d Print Markdown Stickers (Mobile) Fact Sheet . | |
| To: | Then press: | | | | | | | | | | | | | | | | | |
| enquire on a product (SOH, supplier, price) | . Refer to the PRO-2g View Product Details & History (Mobile) Fact Sheet . | | | | | | | | | | | | | | | | | |
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| request a ticket | then . Refer to the PRO-5a Request Tickets (Mobile) Fact Sheet . | | | | | | | | | | | | | | | | | |
| request cutting desk labels | then . Refer to the PRO-5b Request Cutting Desk Tickets (Mobile) Fact Sheet . | | | | | | | | | | | | | | | | | |
| set label locations | then . Refer to the PRO-5c-G Set Label Locations (Mobile) Fact Sheet . | | | | | | | | | | | | | | | | | |
| print a markdown sticker | then . Refer to the PRO-5d Print Markdown Stickers (Mobile) Fact Sheet . | | | | | | | | | | | | | | | | | |

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Hints and Tips

- ✓ Most functions remember the last product you scanned when you switch between functions; this saves you having to re-scan the product.
 - This excludes switching to and from the order, receipting and stocktake functions.
- ✓ The **Store Order** function is only visible if it's been configured to display in your version of the software. Contact SUREfire Retail Support if you'd like to change the visibility of this function.
- ✓ Any screen that permits you to scan/enter a product includes the **Search** function.



| To: | Then press: |
|---|---|
| adjust the SOH quantity recorded in SUREfire | <input type="button" value="Stock Task"/> then <input type="button" value="Adjustment"/> . Refer to the INV-6a Stock Adjustments (Mobile) Fact Sheet . |
| capture stocktake counts | <input type="button" value="Stock Task"/> then <input type="button" value="Stocktake"/> . Refer to the INV-7c Capture Stock Counts Fact Sheet . |
| capture a list of products; e.g. products close to date-code expiry | <input type="button" value="Stock Task"/> then <input type="button" value="Date Coding"/> . Refer to the INV-6d Capture a Date Code Batch (Mobile) Fact Sheet . |
| set desired stock levels or presentation quantities | <input type="button" value="Auto-ordering"/> . Refer to the INV-2h Set Presentation Levels and Desired Stock (Mobile) Fact Sheet . |
| set a one-off extra automatic order quantity | <input type="button" value="Auto-ordering"/> . Refer to the INV-2h Set Presentation Levels and Desired Stock (Mobile) Fact Sheet . |
| create a manual supplier order (regular or back-to-back) | <input type="button" value="Order"/> then <input type="button" value="Supplier Order"/> . Refer to the INV-2a Create a Supplier Order (Mobile) Fact Sheet . |
| create a manual store order | <input type="button" value="Order"/> then <input type="button" value="Store Order"/> . Refer to the INV-2b Create a Store Order (Mobile) Fact Sheet . |
| receipt a stock delivery | <input type="button" value="Receipt"/> . Refer to the INV-3a Receipt Stock Deliveries Fact Sheet . |
| search for a product | <input type="button" value="Search"/> . Type a Description . Optionally select Contains to broaden your search for the text anywhere in the description. Click Search . Select the required product to add and return to the previous screen.  * A list of up to 50 products is displayed, showing stock and size descriptions, UPP, & default supplier.* *If you enter multiple words, they don't need to be next to each other in the description.* *To start a new search, simply type over the existing text.* *Press  to cancel and return to the previous screen*. |
| close the session | <input type="button" value="Logout"/> |

