USER MANUAL

ISS-YACHTS WEB APPLICATION

ISS RFID
INTELLIGENT
SECURITY
SOLUTIONS

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1. General.

This application was created to shorten the onerous and time-consuming inventory process. The use of radio frequency identification (RFID) technology combined with self-adhesive labels, hard tags or seals, significantly shortens the inventory process. The ISS-Yachts software has been created in a way that the database creation process is simple and intuitive for every user. It can be used not only on boats but in souvenir shops, warehouses and storage areas as well.

2. System operation rules.

The inventory software consists of two parts: the web application (Web) and a mobile application for Android devices.

Both applications share a database that is located on a cloud server. Thanks to that, it is possible to work on the same data both in the WEB application and in the mobile application. The WEB application allows to view products, locations, generated reports and notifications. The mobile app makes it possible to carry out an inventory by reading RFID tags. It is also capable of working offline - that's why synchronizing it is so important.

3. Web application.

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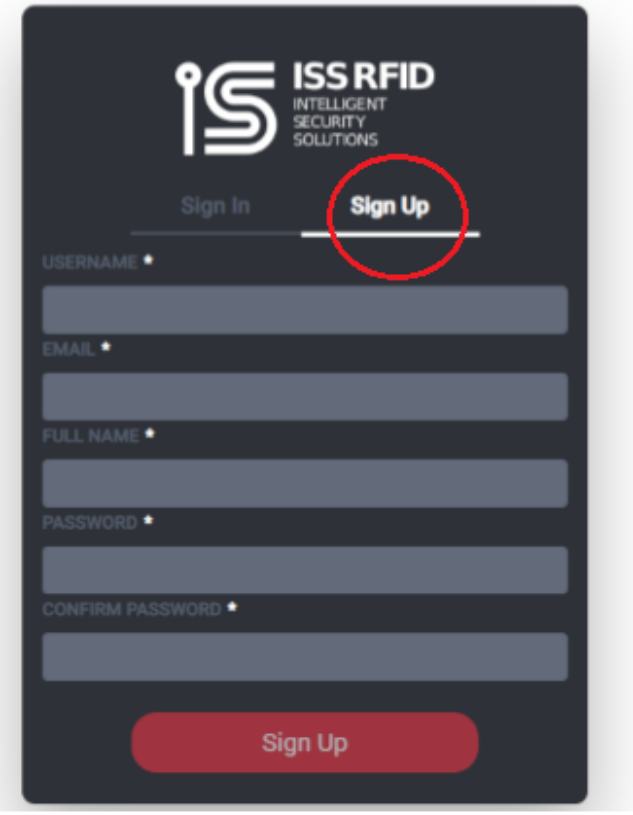
You can access the Web application via a web browser installed on a computer or smartphone/tablet. Simply go to: www.inventory.issrfid.com. Remember that logging into the application is possible only through a previously created user account, which must be activated by the system administrator.

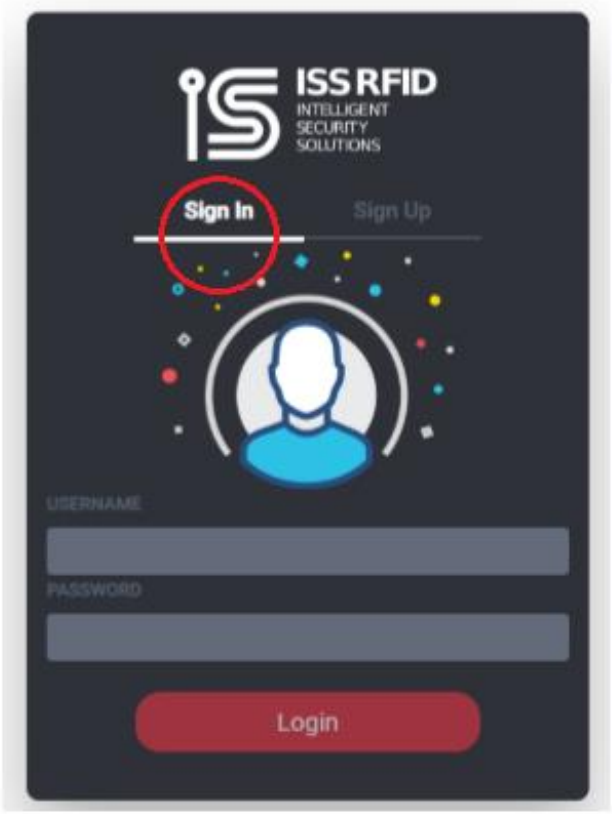
3.1. Creating a new user account.

To create a new account enter the main page of the Web Application. After pressing the "Sign Up" button you will be redirected to the new account form. Please note that logging into the system using a newly created account will only be possible if it has been activated by the administrator.



3.2. Log in.

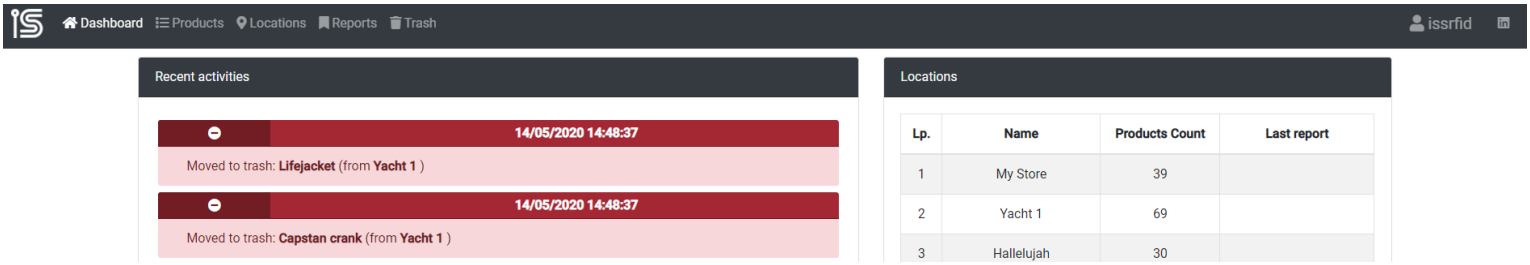
The login panel is available after entering the main page of the Web application.



3.3. Notification panel.

After properly logging into the account, you will be redirected to the main panel.

The main panel presents information about recent changes made to your account and a summary of information about your locations (yachts).



3.4. Products panel.

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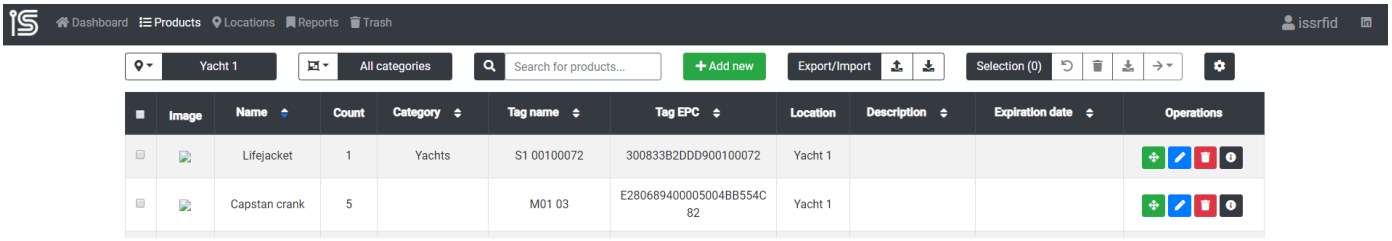
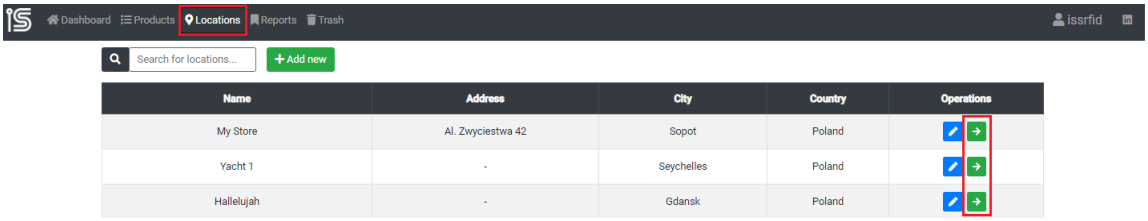
The below view is the main product panel. It will give you access to all information related to items assigned to a given account. The main part of the panel shows the list of items. Tools provided help to search and filter the list.



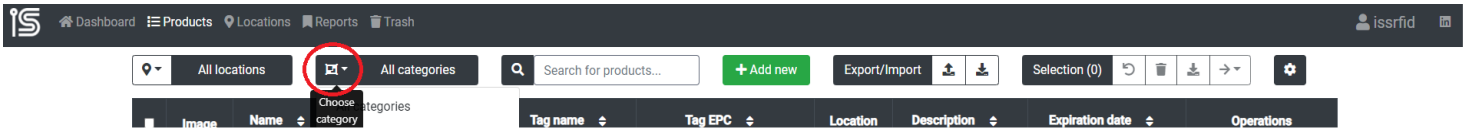
3.4.1. Filtering items by location (alternative way).

It is possible to access items in an alternative way - through the locations panel. After clicking on the locations icon on the main tool bar, you can filter or edit all items by locations picked. To go to the list of items in a given location (yacht), press the green button with the white arrow, located at the end of the line. That way you will be in the same view as in the case of *3.4. Products panel.*



3.4.2. Filtering items by category.

After clicking on the category icon (see below), you can filter items.



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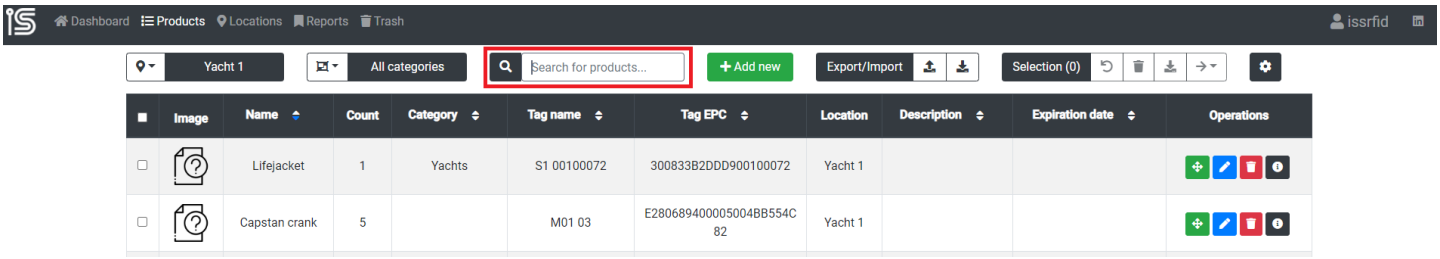
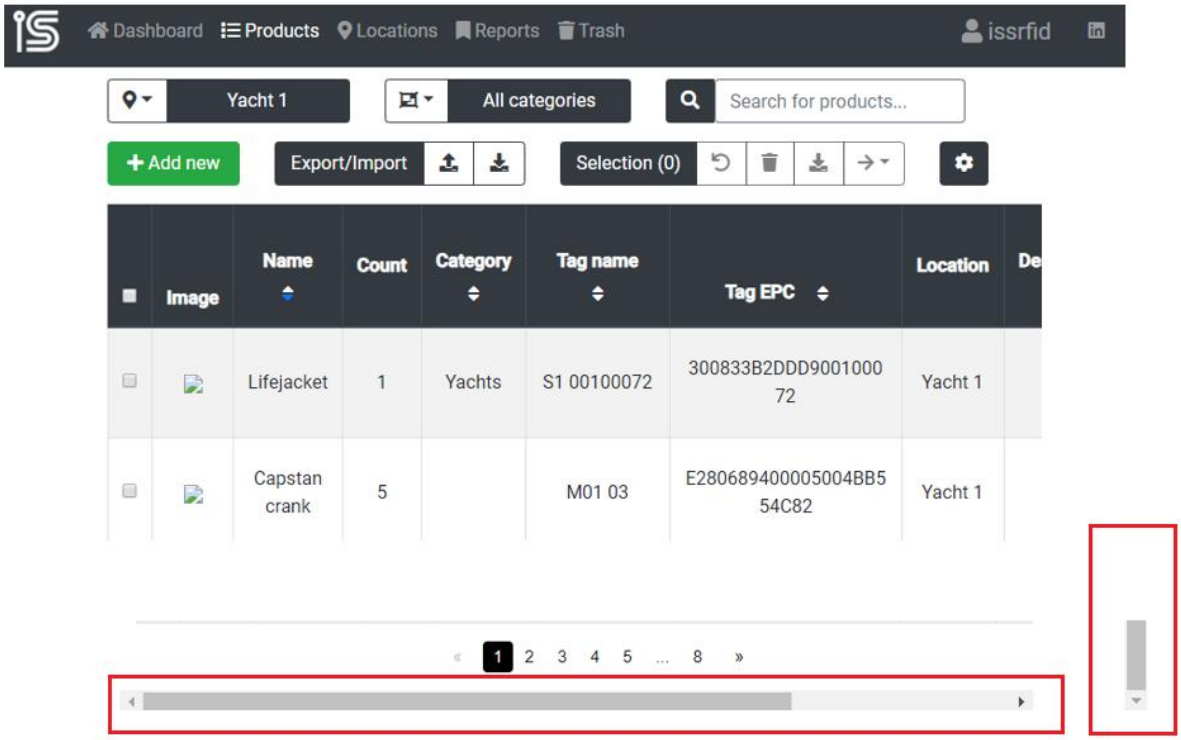
3.4.3. Filtering items by key word.

Enter a phrase in the search field. Items matching the searched phrase will be shown in the product table.



In the event that the browser window is minimized, you can move the view using the slider at the bottom and side of the window.



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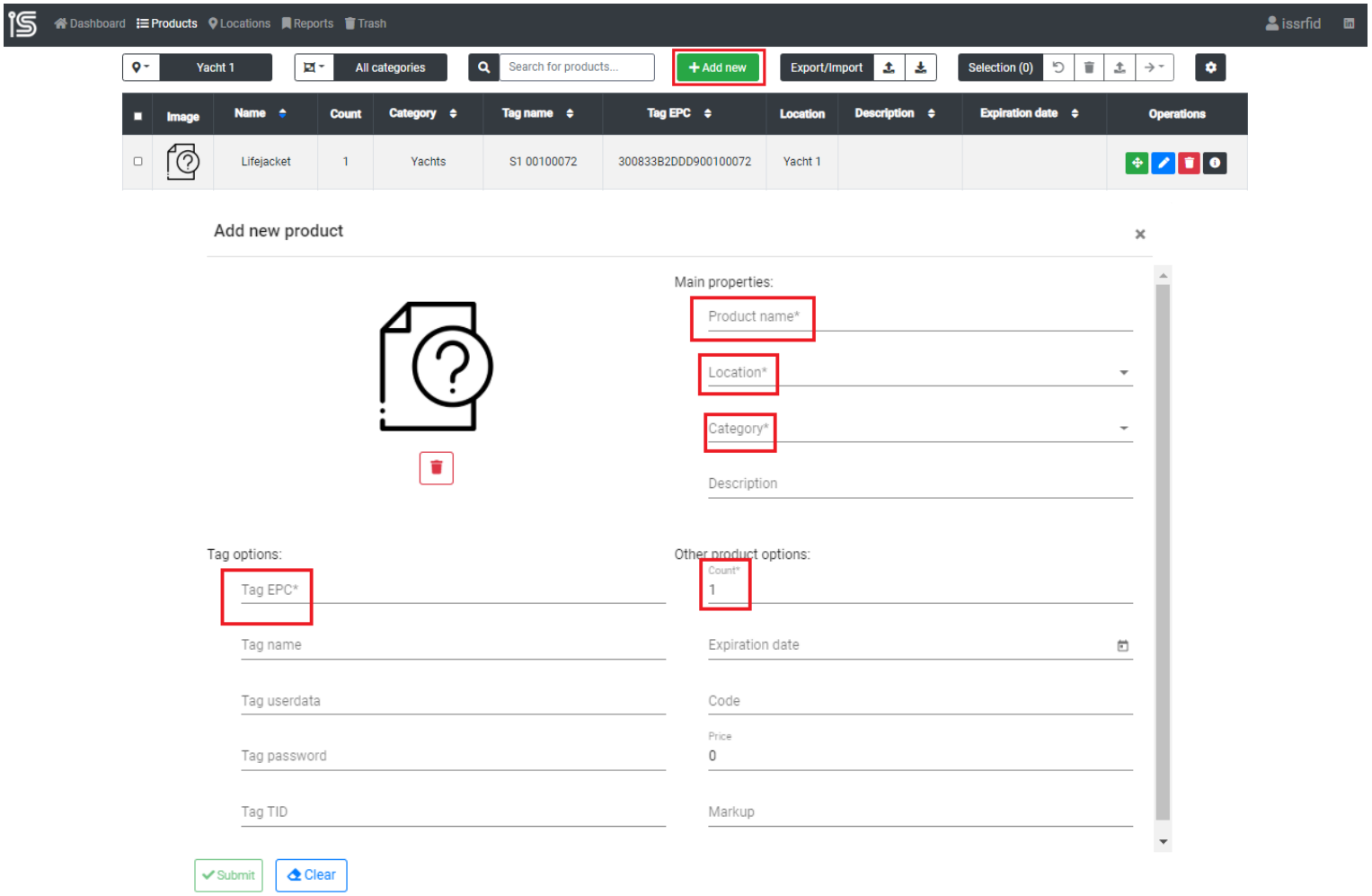
3.4.4. Adding a new item.

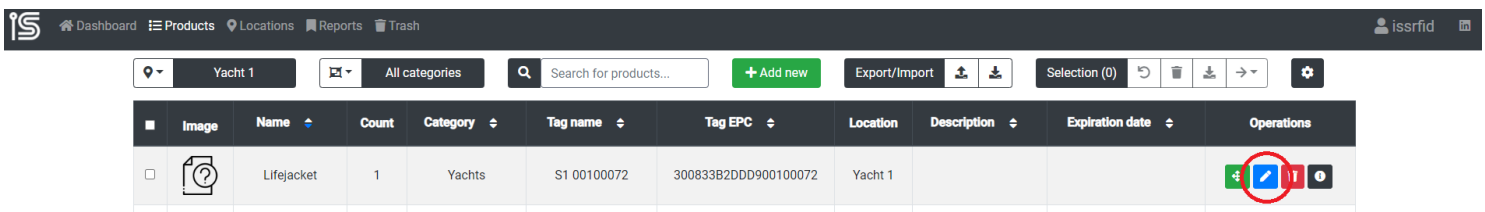
After pressing the "+ Add new" button, you will get the below screen:



Fields marked with an asterisk (*) are mandatory. After clicking on the default product photo, you will have the option of uploading an image or taking a picture while adding the item.

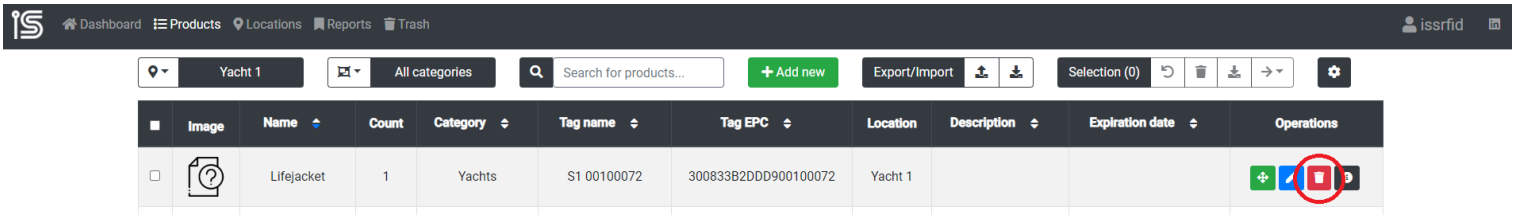
3.4.5. Editing an item.

Existing items can be edited by using the blue Edit button on the right hand side.

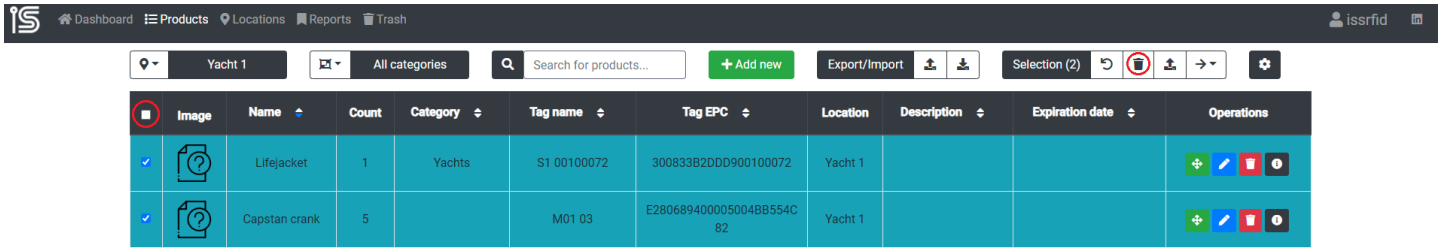


3.4.6. Moving to the bin.

Existing items can be deleted by moving them to the bin (red button).



By selecting multiple items, you can apply this action to a group of items.

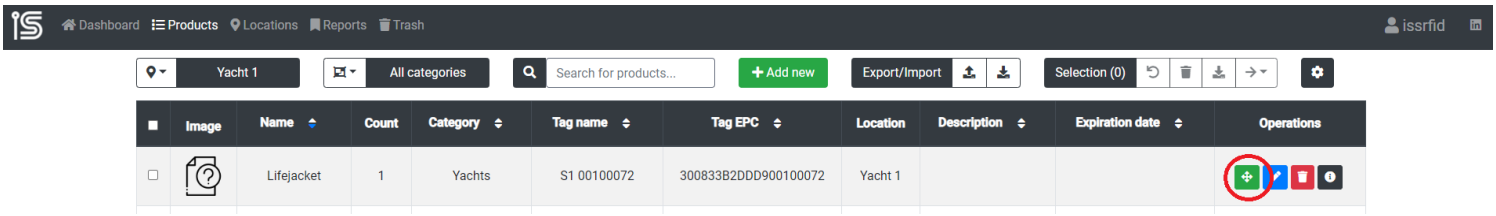


To do this, simply click on the select button located at the top of the table.

Moving products to the bin does not remove them completely from the user database. In case of accidental removal, you can restore them at any time.

3.4.7. Moving items to another location (yacht).

To move items to another location, simply use the "Actions" button.



After clicking this button, the following window will appear:

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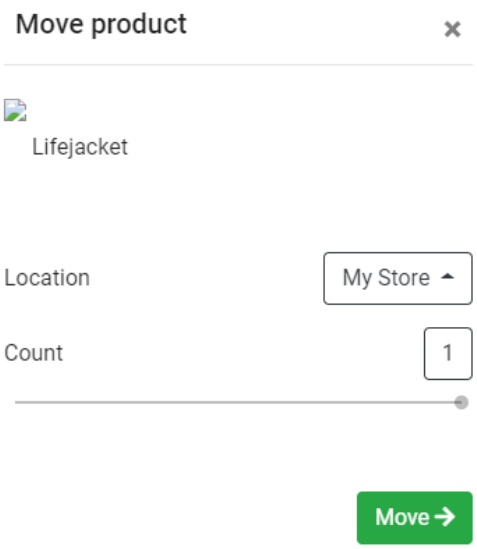
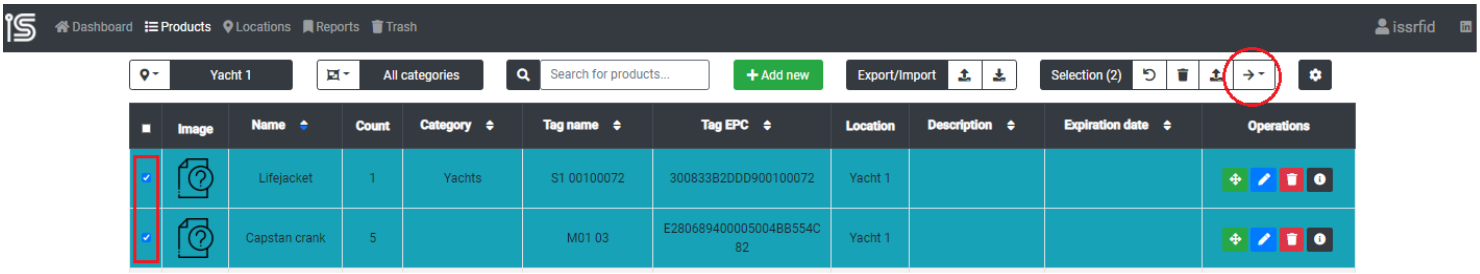


Using the drop-down list, pick the desired target location and confirm by pressing the "Move" button.

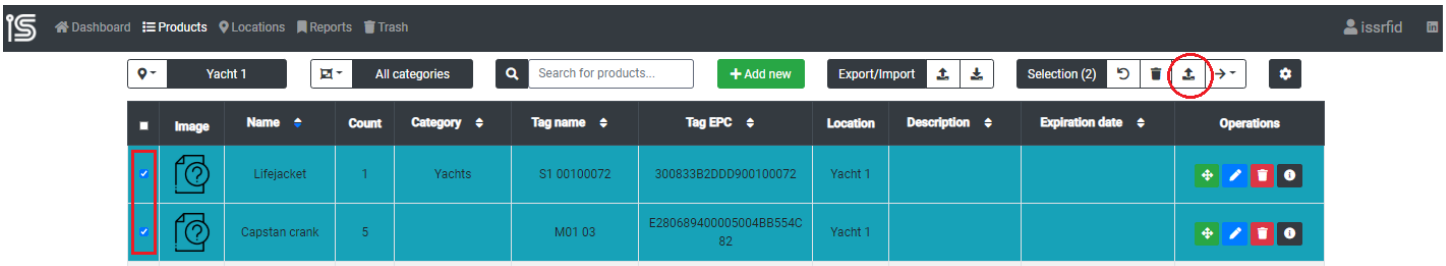
You can move multiple items in one go. To do so, pick more than one item and follow the above procedure.



3.4.8. Exporting item lists.

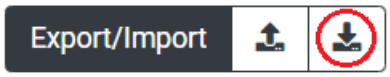
By pressing the Export button in the Export / Import menu, the system will generate a .csv file for download. The file contains all products assigned to the user.

To generate this file, mark all required items and press the download button.

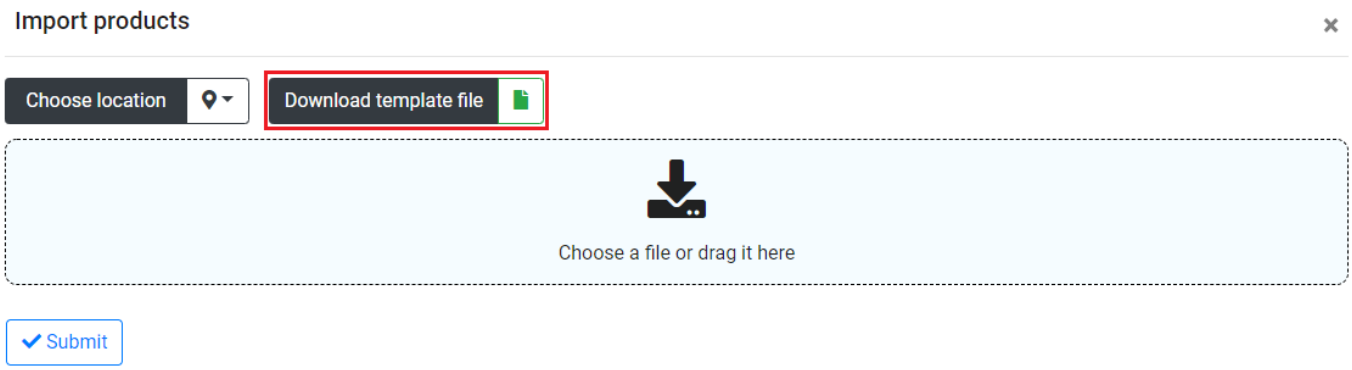


3.4.9. Importing item lists.

This function allows you to upload a list of products that has been created in an editable file, e.g. in Excel. To enter the import menu, press the button located above the table (shown below):



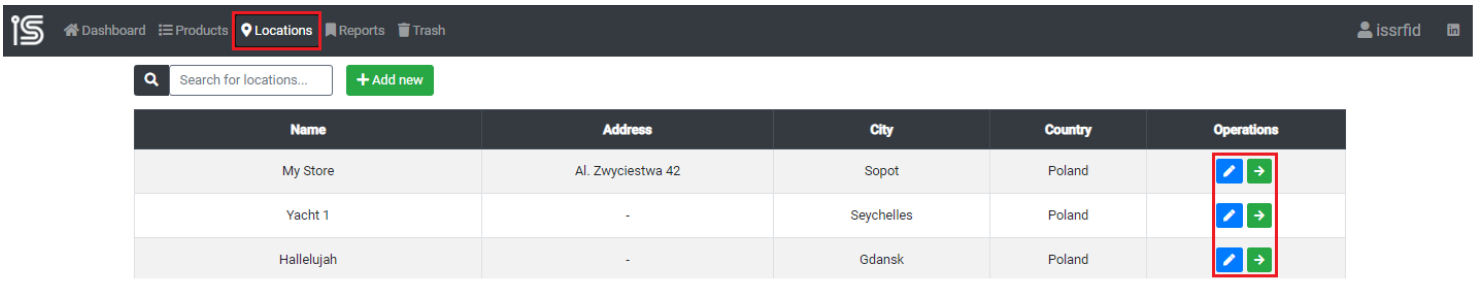
To ensure correct import data must be organized in a specific order. To obtain a sample file, please press the "Download template file" button (shown below):



The populated template file is ready for import. Please note that products uploaded in one file can be added to only one location, which is selected in the import form. If you wish to add products to multiple locations you will have to create separate files.

3.5. Locations panel.

The locations panel is used to enter and manage your locations (yachts).



Using the Actions buttons, you can edit existing locations (yachts) or view to the list of items assigned to the current location (yacht).

One location can be assigned to multiple users simultaneously, giving access to a number of employees.

3.6. Reports panel.

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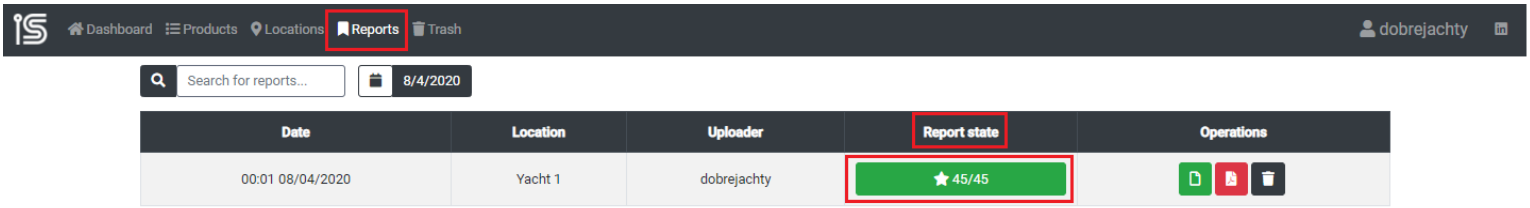
The panel is used to display information about reports that have been created using a mobile application. Reports are generated after the inventory process is completed and the mobile device has been synchronized with the Web application.

From the web application level, you can perform various actions:

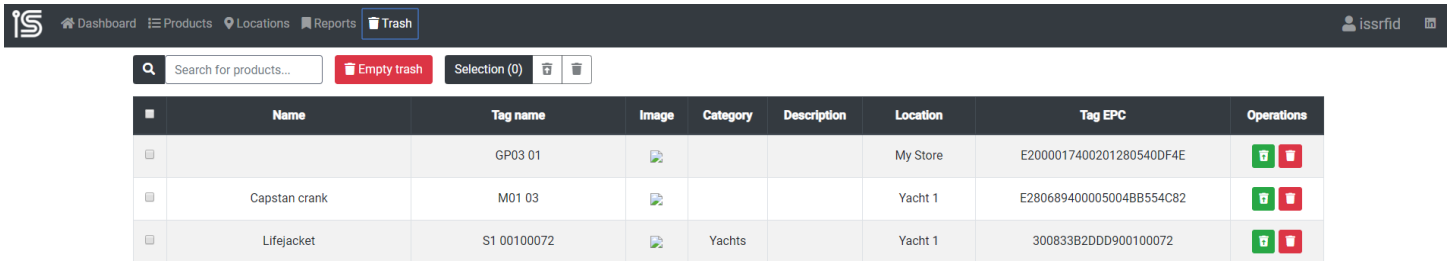
- download a ready-to-print report in .pdf or .csv format,
- enter additional details,
- delete the report.

The report status visible in the table below shows the number of tags found against the total number of tags assigned to this location (yacht). After clicking the status of the report, you will be transferred to the detailed view.



3.7. Bin panel.

This panel shows all items previously deleted using the product panel. In this panel you can restore the items or remove them completely.



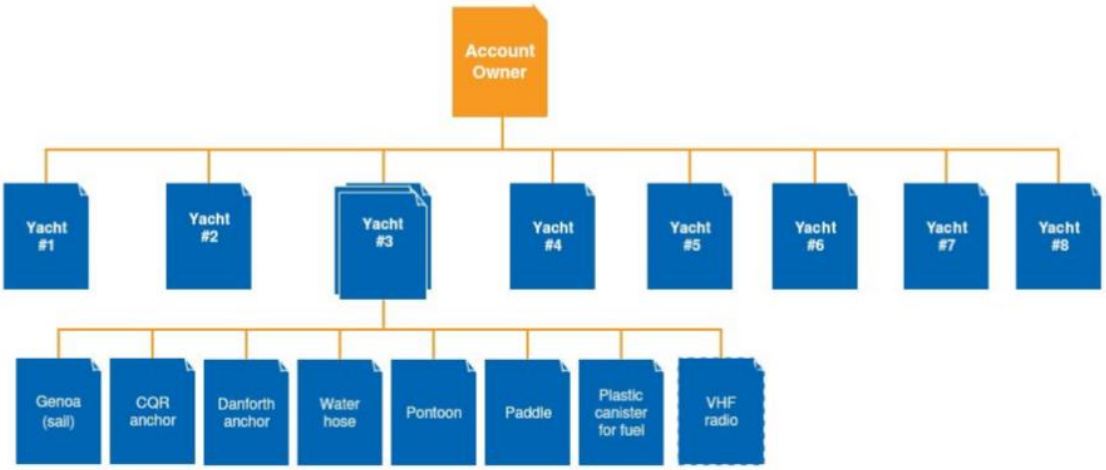
4. Mobile application.

The mobile application allows you to operate the UHF RFID reader integrated with the device and use the database in which Item and location information is stored. Using the synchronization function, you can send data stored in the memory of the mobile reader to the Web application so as to work on current data.

4.1. How the app works.

The inventory software consists of two parts: the cloud based web application and the mobile application for Android devices (installed on the scanner).

In the cloud based part, you can easily create a database of products and divide them into different locations (yachts).



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The Android application is installed on the mobile RFID reader (scanner) which is used to carry out an inventory.

4.2. Getting started – first steps.

1. Power-up the scanner by pressing and holding down the power button for 3 seconds.
2. The Android logo comes-up and the system is being loaded.
3. Make sure your device is connected to the internet.

   If you do not have a connection, perform the action described below (3. a.):

   a. Connect the scanner to the internet (wifi) - connect to your local wifi network by following the prompts in the scanner Android menu.

      In the case of password problems – contact your network administrator.

   If you are already online:

   On the main screen press the ISS logo to start the ISS-Yachts app.

4. If your app has been configured already, follow the steps below. **If you don't - go to 4.3.**
5. Press the "Inventory" tab to open the menu.
6. On the "Locations" screen pick the "Sample" location we have created for you.
7. You will see a list of five sample items.
8. Grab the "Set Of Sample Tags" bag and place the tags in front of you (make sure that they are distributed – not lying in a pile, so access to the antenna is provided).
9. Press and hold the scanner trigger.

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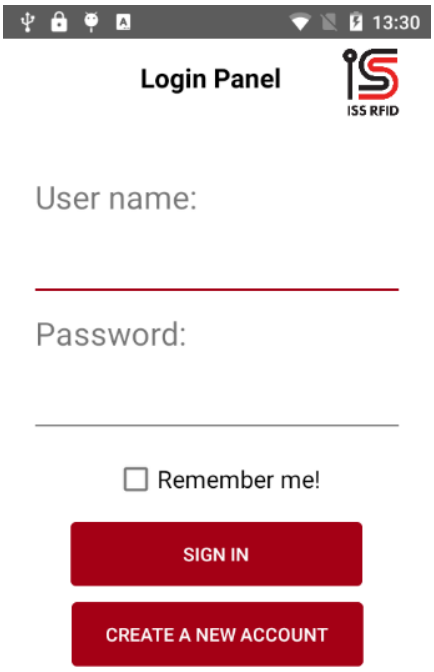
10. You will see how the red colour in the tag description is turning green. At the top of the screen the counter will be showing you how many tags have been found.
11. Congratulations! You have just carried out your first inventory! Well done!

4.3. Log in.

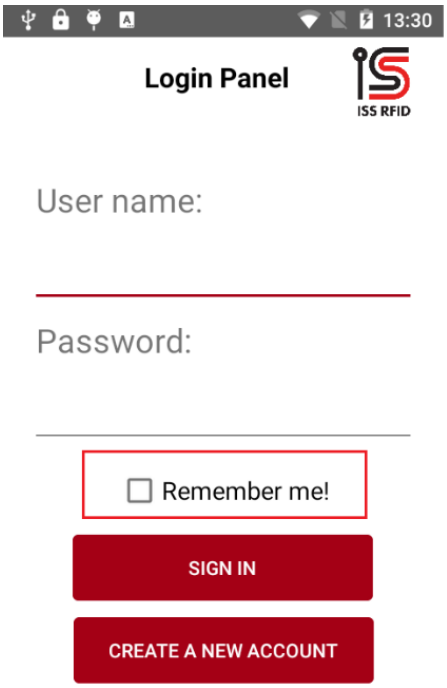
If you have access to the internet, follow the instructions below. **If not, go to point 4.2.1.**

The first access to the application requires logging in using a previously activated account. The login details for the mobile application and the Web application are identical. The login process requires internet access.



4.3.1. Work without internet connection.

By using the "Remember me" option, user data will be saved on the device. Thanks to this functionality, you will be able to work on the device without constant internet access. Please note that if the license has expired, the application will ask you for login details again.



4.4. Main menu.

Access to the main menu is granted after successful login. From here, you may go to other app menus.

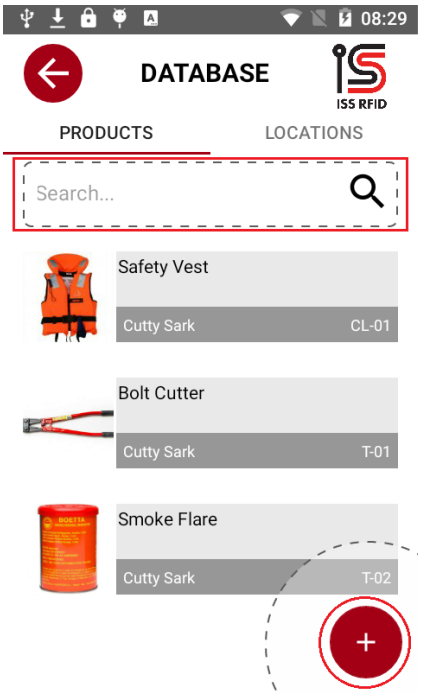
- INFO - information about the current software version, language option menu;
- REPORTS - preview of saved reports;

- INVENTORY - conducting an inventory at a selected location (yacht);
- SCAN - scanner view, quick test scan option;
- SYNCHRONIZATION INFO - information about the user account, synchronization panel, logging out of the device (forgetting login details);
- DATABASE - access to the list of products saved in the device, menu for adding new products and locations;

4.5. Data base.

Using the database view, you can view items stored in the device's memory. Thanks to the panel placed above the product list, you can search for items you are interested in. Once you pick an item by pressing it, you will be taken to the edit panel.

To add a product or location to the database, go to the "Add" panel using the "+" (plus) button.



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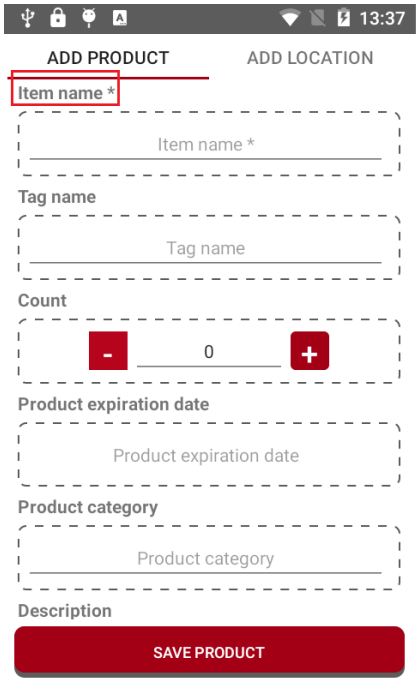
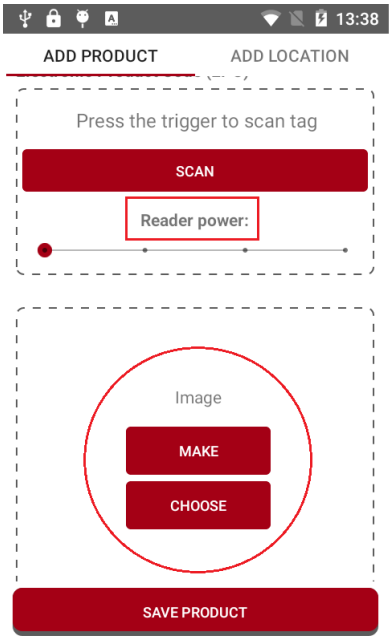
4.5.1. Adding a new item.

To add a new item to the database, fill-in the empty boxes and scan the tag that you wish to use with that item. Fields marked with asterisks are mandatory. You can add, among others, the expiration date, image, default location and category.



Adding a tag involves scanning it. To do this, press and hold down the trigger on the mobile scanner. By default, the reader power is set to the lowest level so as not to scan more tags from a greater distance.



When scanning, hold the tag against the antenna of the mobile scanner. Should the tag be not detected, increase the reader power with the slider on the display. If more than one tag is detected, you will get a message on the screen.

Assigning the tag to an item:

1. Hold the tag against the scanner antenna;

2. Press and hold down the scanner trigger **OR** press the "Scan" button on the screen;

3. If a tag is detected, the EPC code (unique tag identification number) will be saved in the panel;

4. Release the trigger or press "STOP" on the screen;

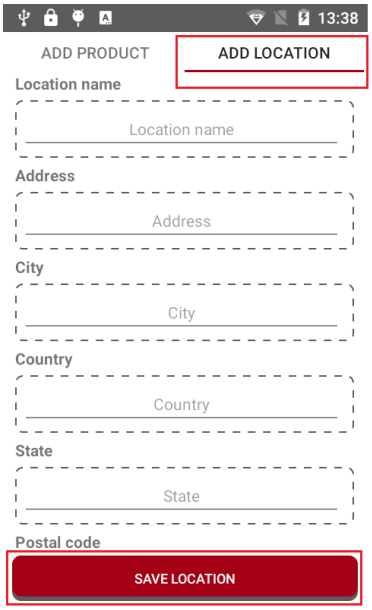
5. If the tag is not detected, try increasing the reader power with the slider on the display;

6. If more tags are found, try to remove other tags from the environment or distance yourself from potential tags.

The image dialog box gives you the option to take a picture using the built in camera – to do so, press the "make" button. If you press "choose" – you will be able to pick an existing image stored in the mobile device.

4.5.2. Adding a new location.

If you swipe the "Add Product" menu to the side or you simply pick the "Add Location" menu at the top you will be taken to the screen shown below:



Fill in all empty boxes and press the "Save Location" button to complete the process.

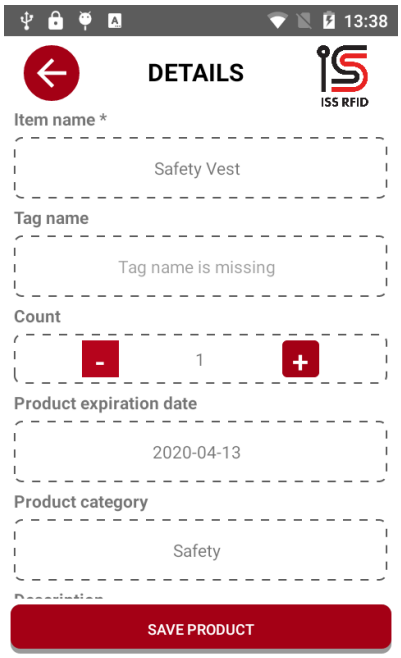
4.5.3. Editing an item.

The item editing view can be accessed from several places in the application:

1. Database view after pressing the item;

2. Inventory view after clicking on the item and choosing the edit option;

3. Inventory view after scanning the item and selecting the edit option;

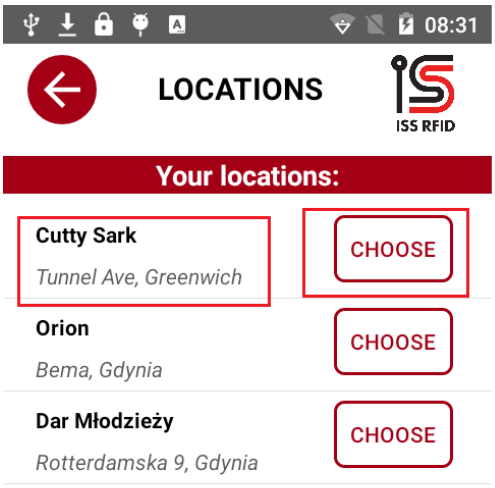


All changes must be confirmed by pressing the "Save product" button. When trying to leave the edit view, the application will detect all changes made and will asks you to save them.

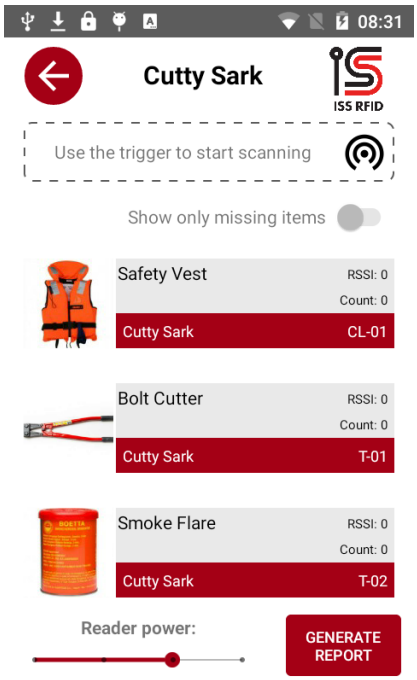
Changes made on the mobile device require synchronization with the server to be displayed in the Web application.

4.6. Stocktaking.

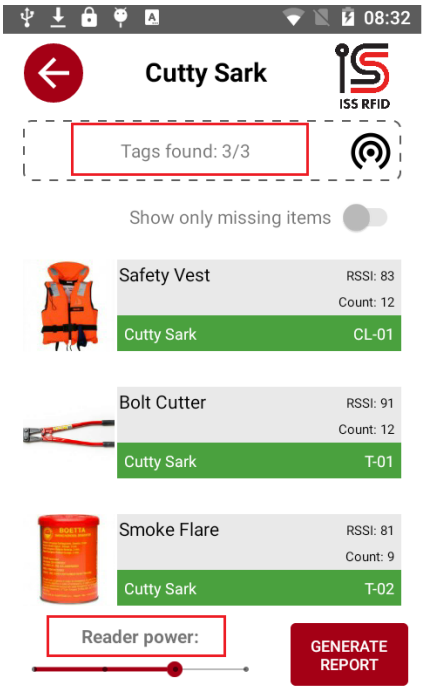
After entering the inventory mode, you will be asked to pick the location you wish to undergo the inventory process.



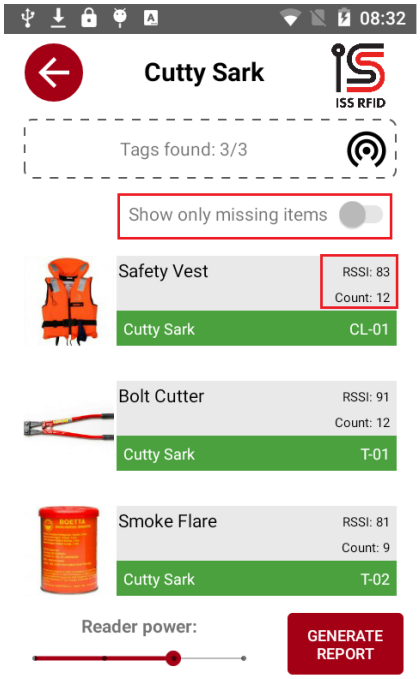
After picking the desired location, you will be taken to the list of items assigned to it. At the beginning, all items are marked red, which means that they have not been found as yet.



To start the stocktake, press and hold down the trigger located on the mobile scanner. On the screen you will see how found items are turning green. When working in inventory mode, you can adjust the reader power using the slider at the bottom of the screen.



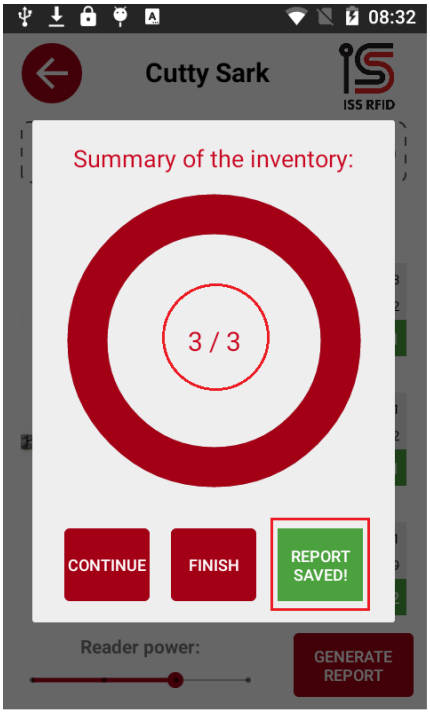
During scanning, items found are highlighted green. Next to the product name, additional information about the process is displayed: "**RSSI**: ..." - signal strength received back from the tag and **"Count"** - number of signals received back from this item in this inventory process.



Above the product table there is a slider that allows you to switch the result between items found and items missing.

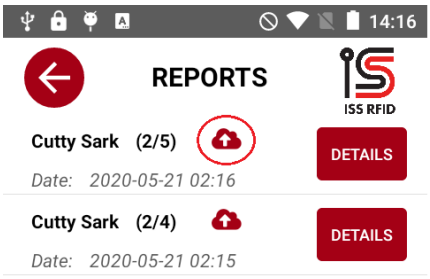
After leaving the inventory mode or by pressing the "Generate Report" button, you can display the inventory summary window. If you wish to finish the inventory without saving a report, simply press the "Finish" button.

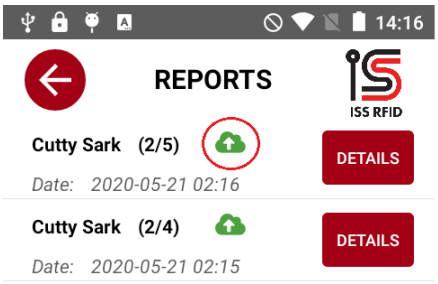
If you choose to press the "Save Report" button a copy of this inventory result will be saved and the button changes its colour to green, confirming the successful completion of the task. The saved report can be viewed in the Reports view or in the web application after the synchronization is complete.



4.7. Reports.

The Reports menu allows you to view reports saved on your mobile device. The cloud icon indicates whether a given report has been synchronized with the server (red button - no synchronization, green button - synchronized).



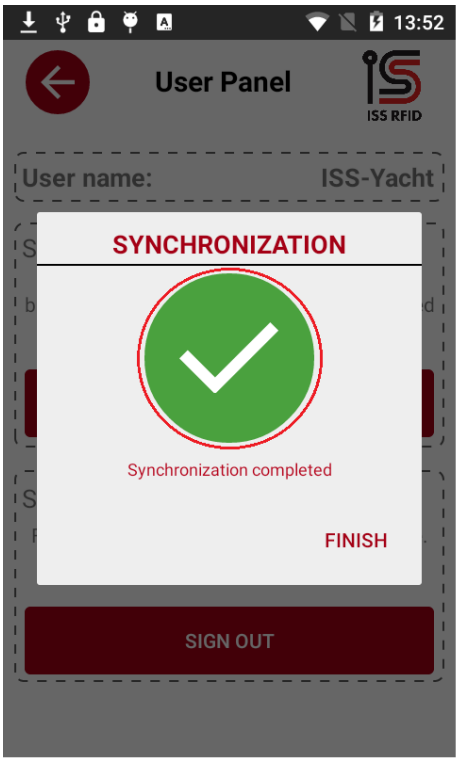


After pressing the "More" button, you can either view its details (exact information about found and missing items) or delete the report.

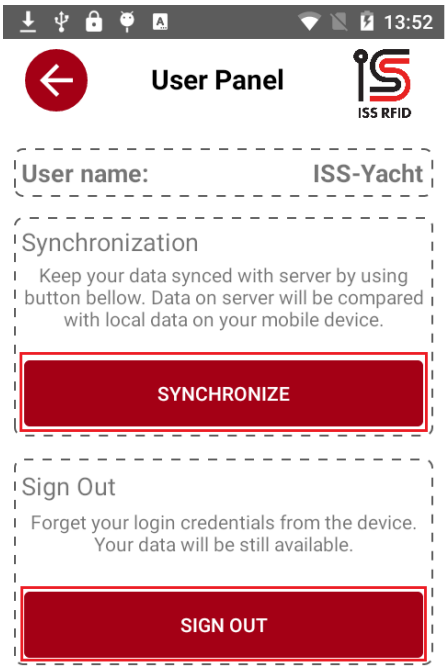
4.8. Synchronization.

The Web application and mobile application use the same database stored in the cloud. Data stored on the mobile scanner allows you to carry out inventories without constant internet access. All changes made to data are saved in the scanner memory and should be sent to the server after connecting to the Internet. This will guarantee that you are working on current data. Before starting the inventory process, remember to synchronize the product database on the scanner. To do this, select the "refresh" icon on the main application screen " ".

Synchronization is done using a button located on the main panel. The dialog box shows the current synchronization status. After completing the operation the window will show a green "✓" confirming that the process has been completed successfully.

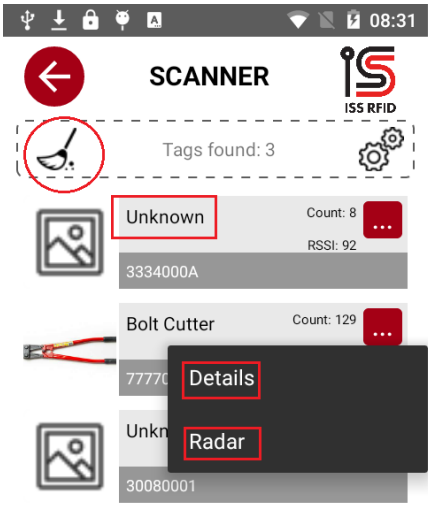


If you wish to log out (so the scanner will erase your login credentials simply spress the "Sign Out" button at the bottom:



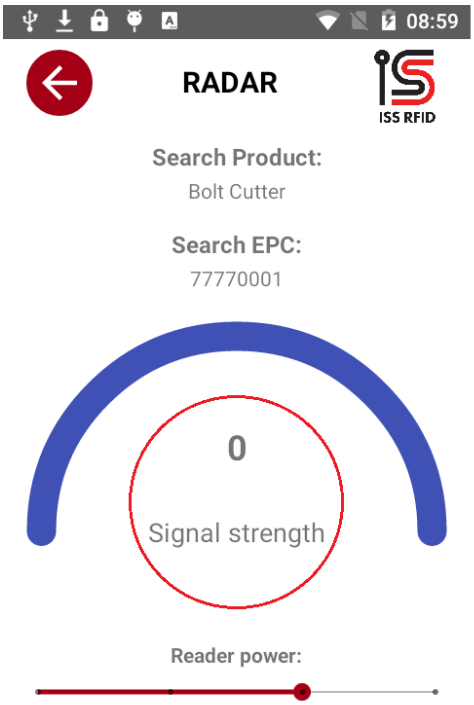
4.9. Scan panel.

The scanning panel allows you to use the UHF RFID reader. By pressing and holding down the trigger located on the mobile scanner, you will trigger the reading. All read tags will be displayed on the list. In this mode (show on the next page), the reader will inform you about all tags found – those set-up in the data base, as well as those completely unknown. After pressing the tag of interest you may go to the "Radar" and "Edit" options. If you edit an unknown tag, it will be added to the database as a new product. The "broom" icon is used to clean the list of found items.

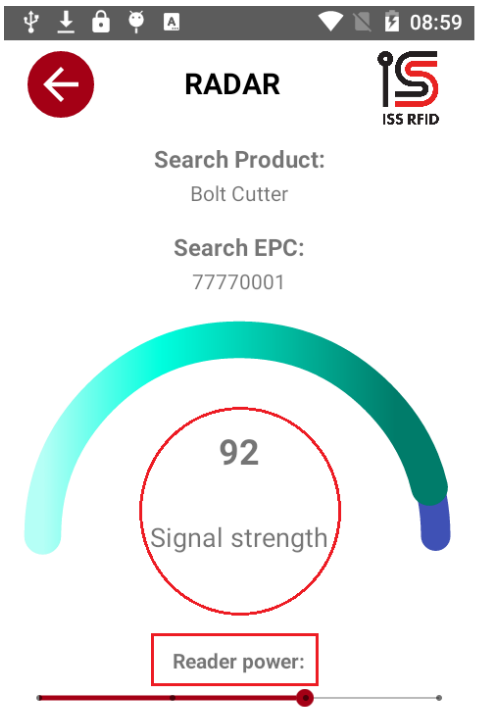


Scanner mode allows you to locate the selected tag using a view similar to a Geiger counter. Pressing and holding down the trigger will start showing the signal strength received back from the localized tag. This signal is shown in live mode. The higher the value, the better the direction or closer the localized tag is.

ISS RFID Sp. z o.o., ul. Druskiennicka 20, 81-533 Gdynia, Poland,
www.iss-yachts.eu, mail: support@issrfid.com, tel.: +48 502 077 625



In order to narrow down the search, you can adjust the scanner power.



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4.10. Info panel.

The information panel shows the contact details of the support service and the currently installed software version.

4.10.1. Change language.

Using the icons with flags, you can change the language of the application. The settings will be saved in the device's memory.