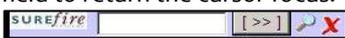
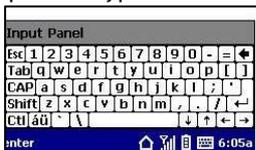


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Category	Inventory
Course	Mobile Device
Version	1.0
Client	Generic
Software	2.13.104.3

**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.

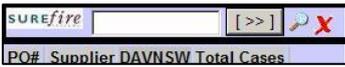
## Procedure to Navigate the Mobile Scanning Device

1.	From the main screen on the device, double-tap the <b>SUREfire Internet</b> program.																	
2.	Enter your <b>Operator ID &amp; PIN</b> , & press <b>Login</b> . <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 <a href="#">PRO-2g View Product Details &amp; History (Mobile) Fact Sheet</a>.</td> </tr> <tr> <td>view sales and order history</td> <td> , then  . Refer to the <a href="#">PRO-2g View Product Details &amp; History (Mobile) Fact Sheet</a>. <i>*Can also access History from the <b>Adjustment, Order, and Auto-Order</b> screens.*</i></td> </tr> <tr> <td>change a retail price</td> <td> . Refer to the <a href="#">PRO-2h Change Retail Price (Mobile) Fact Sheet</a>.</td> </tr> <tr> <td>request a ticket</td> <td> then  . Refer to the <a href="#">PRO-5a Request Tickets (Mobile) Fact Sheet</a>.</td> </tr> <tr> <td>request cutting desk labels</td> <td> then  . Refer to the <a href="#">PRO-5b Request Cutting Desk Tickets (Mobile) Fact Sheet</a>.</td> </tr> <tr> <td>set label locations</td> <td> then  . Refer to the <a href="#">PRO-5c-G Set Label Locations (Mobile) Fact Sheet</a>.</td> </tr> <tr> <td>print a markdown sticker</td> <td> then  . Refer to the <a href="#">PRO-5d Print Markdown Stickers (Mobile) Fact Sheet</a>.</td> </tr> </tbody> </table>	To:	Then press:	enquire on a product (SOH, supplier, price)	. Refer to the <a href="#">PRO-2g View Product Details &amp; History (Mobile) Fact Sheet</a> .	view sales and order history	, then  . Refer to the <a href="#">PRO-2g View Product Details &amp; History (Mobile) Fact Sheet</a> . <i>*Can also access History from the <b>Adjustment, Order, and Auto-Order</b> screens.*</i>	change a retail price	. Refer to the <a href="#">PRO-2h Change Retail Price (Mobile) Fact Sheet</a> .	request a ticket	then  . Refer to the <a href="#">PRO-5a Request Tickets (Mobile) Fact Sheet</a> .	request cutting desk labels	then  . Refer to the <a href="#">PRO-5b Request Cutting Desk Tickets (Mobile) Fact Sheet</a> .	set label locations	then  . Refer to the <a href="#">PRO-5c-G Set Label Locations (Mobile) Fact Sheet</a> .	print a markdown sticker	then  . Refer to the <a href="#">PRO-5d Print Markdown Stickers (Mobile) Fact Sheet</a> .	
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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 <a href="#">INV-6a Stock Adjustments (Mobile) Fact Sheet</a> .
capture stocktake counts	<input type="button" value="Stock Task"/> then <input type="button" value="Stocktake"/> . Refer to the <a href="#">INV-7c Capture Stock Counts Fact Sheet</a> .
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 <a href="#">INV-6d Capture a Date Code Batch (Mobile) Fact Sheet</a> .
set desired stock levels or presentation quantities	<input type="button" value="Auto-ordering"/> . Refer to the <a href="#">INV-2h Set Presentation Levels and Desired Stock (Mobile) Fact Sheet</a> .
set a one-off extra automatic order quantity	<input type="button" value="Auto-ordering"/> . Refer to the <a href="#">INV-2h Set Presentation Levels and Desired Stock (Mobile) Fact Sheet</a> .
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 <a href="#">INV-2a Create a Supplier Order (Mobile) Fact Sheet</a> .
create a manual store order	<input type="button" value="Order"/> then <input type="button" value="Store Order"/> . Refer to the <a href="#">INV-2b Create a Store Order (Mobile) Fact Sheet</a> .
receipt a stock delivery	<input type="button" value="Receipt"/> . Refer to the <a href="#">INV-3a Receipt Stock Deliveries Fact Sheet</a> .
search for a product	<input type="button" value="Search"/> . Type a <b>Description</b> . Optionally select <b>Contains</b> to broaden your search for the text anywhere in the description. Click <b>Search</b> . 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"/> .

