

EQUIPMENT ENROLLMENT MOBILE APPLICATION

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EQUIPMENT ENROLLMENT MOBILE APPLICATION

About the New Equipment Enrollment Mobile Application:

The new Equipment Enrollment mobile application for iOS devices (iPad & iPhone) is available for download starting on 07/08/16. The application provides an RFID Enrollment function that associates RFID Tag to ECNs. It has an offline mode which provides the benefit of allowing users to capture enrollments even when they are out of Wi-Fi range.

Installation:

All iOS Equipment Enrollment mobile application users will go the NASA App Store at <https://apps.nasa.gov/> and download Equipment Enrollment at <https://apps.nasa.gov/content/equipment-enrollment>.

If your iOS device is version 9 or higher and you receive an “Untrusted Enterprise Developer” message, you must enable NASA applications on your device by going to Settings > General > Profiles > NASA and select “Trust NASA.”

Login Instructions:

1. The user must have a valid SAP Logistics Super User, Center Logistics, Inventory Team or Inventory Manager role in order to execute the Equipment Enrollment mobile application.
2. If the user has only one SAP sub installation role, the application will default to that sub installation.
3. If the user has more than one SAP sub installation role, they will have to choose the sub installation.

Login and Working Online:

The first time the application is executed the user must be connected to NASA secure Wi-Fi and should perform the following steps:

1. Logon with AUID and password.
2. Users have to create a 4-digit PIN upon initial logon. Returning users should enter the PIN at log in.
3. Select a sub installation for the enrollment, if applicable.
4. The “Enroll” Tab and the Enroll entry screen will display.

Points to remember:

1. *The user will need to manually upload Enrollment data by selecting the “Upload Enrollment” from the “Enroll” Tab.*
2. *The user will be required to enter a pin if a time out has occurred (5 minutes since log on or activity with the server).*
3. *Sometimes, the keyboard does not display to enter a PIN. If users encounter such an issue the application will need to be restarted.*

Login and Working Offline

The user will have the ability to perform equipment enrollment even when they are disconnected from the NASA secure Wi-Fi. The user will be prompted to enter the 4-digit PIN on log in.

Data Upload and Uploaded Details

1. The user has to select the “Upload Enrollment” button from the “Enroll” Tab.
2. Upon choosing “Yes” to continue with the upload, the data will be packaged (max 100 records per package) and transmitted to the Inventory Queue Manager (IQM). This process will continue until all stored enrollment data have been processed. The IQM data is displayed to users via the “Inv” tab located on the Equipment website (<https://equipment.nasa.gov>).
3. If the upload is successful, a pop-up will display the number of records uploaded. After the successful upload, the transmitted data will be removed from local storage on the iOS device and the *Stored Enrollments* displays will be updated.
4. If the mobile application does not display the “Upload Complete” message then the saved data will remain in local storage. The user can select the “Upload Enrollment” button to resend the data later.
5. If there is a transmission error or the iOS device goes out of Wi-Fi range before the packet status is received, the data will remain on the local storage of the iOS device. This will ensure that no data is lost and provides the ability to upload the local storage at a later time.

Note: All enrollment data will be stored on the iOS device until it is transmitted to SAP. When working online the data will be transmitted to SAP only by selecting the **UPLOAD ENROLLMENT BUTTON**.

Select a Subinstall

Users will be able to select sub installation (s) by selecting the “Select a Subinstall” button on The “Setup” Tab.

View Local Storage

Users will be able to view the data in local storage by selecting the “View Saved Scans” button on the “Setup” Tab. The enrollment list will be sorted with most recent scan first (Date/Time) and display the scanned ECN, scanned RFID Tag, and Date/Time (MM/DD/YY HH:MM).

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Remove Local Storage

Users will be able to remove the Enrollment in local storage from the device by selecting the “Remove Local Storage” button on the “Setup Tab”.

Note: The enrollment data will automatically be removed following successful uploads. Removing the local storage prior to the upload will result in **permanent loss** of the data from the device.

Logging Out of the Application

Logging out of the application can be accomplished by selecting the “Logoff” button from the “About” screen or closing the application on the iOS device.

Tips and Techniques

Updating the User on Mobile Device

Re-Authentication will be required when the User updates their Launchpad password or a new User needs to log into the mobile application. The User must be connected to the NASA secure Wi-Fi.

1. Close the Equipment Enrollment Application (if it is open).
 - a. Press the Home button two times quickly. You'll see the mobile Equipment Enrollment application.
 - b. Swipe up on the Mobile Equipment Enrollment Application.
2. Start the EqEnrollment Application.
3. If the Logon screen does not display, select 'Forgot Pin'.
4. The "About Equipment Enrollment" screen provides the Current User information.

Working Offline with Launchpad PIN Entry

In order to work offline the mobile application "Retain Password" must be set to on. This allows the User to enter the mobile application with the Launchpad PIN that was established during authentication.

1. Select the "Preference" button on the lower right corner of the Logon screen.
2. Ensure "Retain Password" is on.

Scanners

Bluetooth TSL 1128 ECN Barcode Scanning

1. To initiate the ECN Barcode Scan, double-click the TSL trigger (press then release then press and hold the trigger button). Red laser crosshairs will be displayed and should be aimed at the barcode.
2. When the ECN is acquired, the crosshairs go away and the trigger button can be released. *The timing sequence of the trigger pulls to get the crosshairs are determined by the TSL device and may require practice to consistently achieve the desired result.*

Note: OMNI tags should only be scanned by RFID.

Bluetooth TSL 1128 RFID Scanning

1. To initiate a RFID Scan, press and hold the trigger button. The Reader will continue to scan while the button is pressed. A slight 'buzz' can be felt once all RFID tags within range have been scanned.
2. Release the trigger button.

Note: Do not attempt barcode scans or double-click the TSL trigger during RFID scanning – it will be incorrectly flagged as an ECN Barcode Scan.

Enroll Tab

The user will enter the ECN (manually or ECN Barcode Scan) and scan the RFID tag. The Enroll upload will update the RFID tag on the ECN.

TSL 1128 Keyboard Override

When scanning with the TSL 1128 reader, the keyboard will be disabled for approximately one minute.

To immediately enable the keyboard, turn Bluetooth off.

To begin scanning again, just turn Bluetooth on.