

PDA Webinar Series

Part 3

SnapTracker Webinar Wenesday

June 1, 2016

Meet your webinar hosts



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Yishi Pan

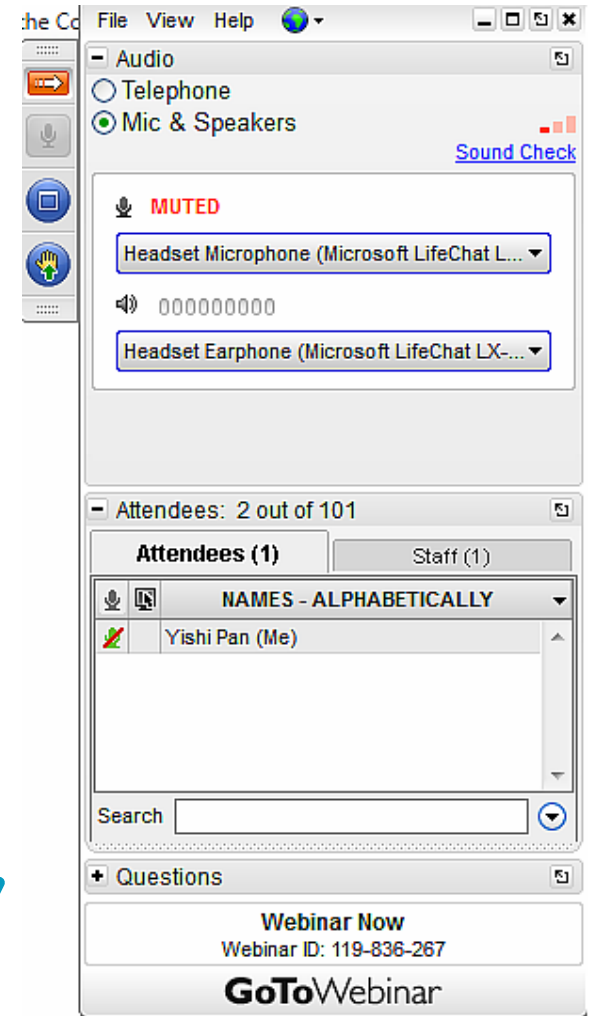
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How to interact today?

Raise your hand-
Let us know if you
have any question
throughout the
webinar!



Type your comments
and questions here
anytime!



Agenda

01

Batch Upload

02

PDA Processing

03

Item Transaction
History

04

Best Practices

05

Q&A

PDA Webinar Series

PART 1

PDA Overview

PART 2

Transaction on the PDA

PART 3

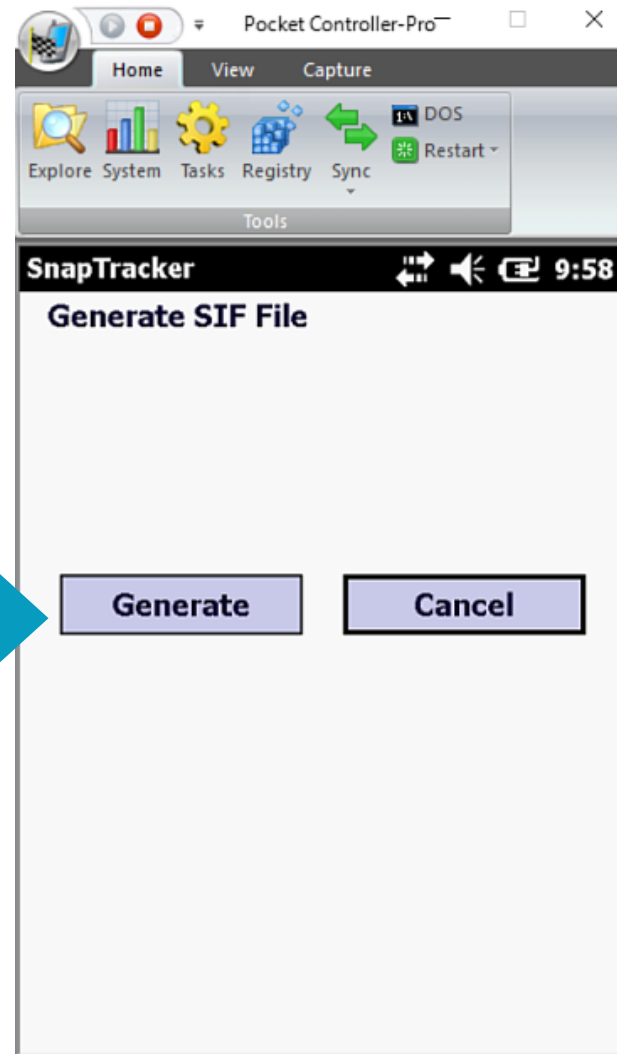
Batch Processing & Error Fixing



Batch upload

How to generate the manual batch file?

On the scanner

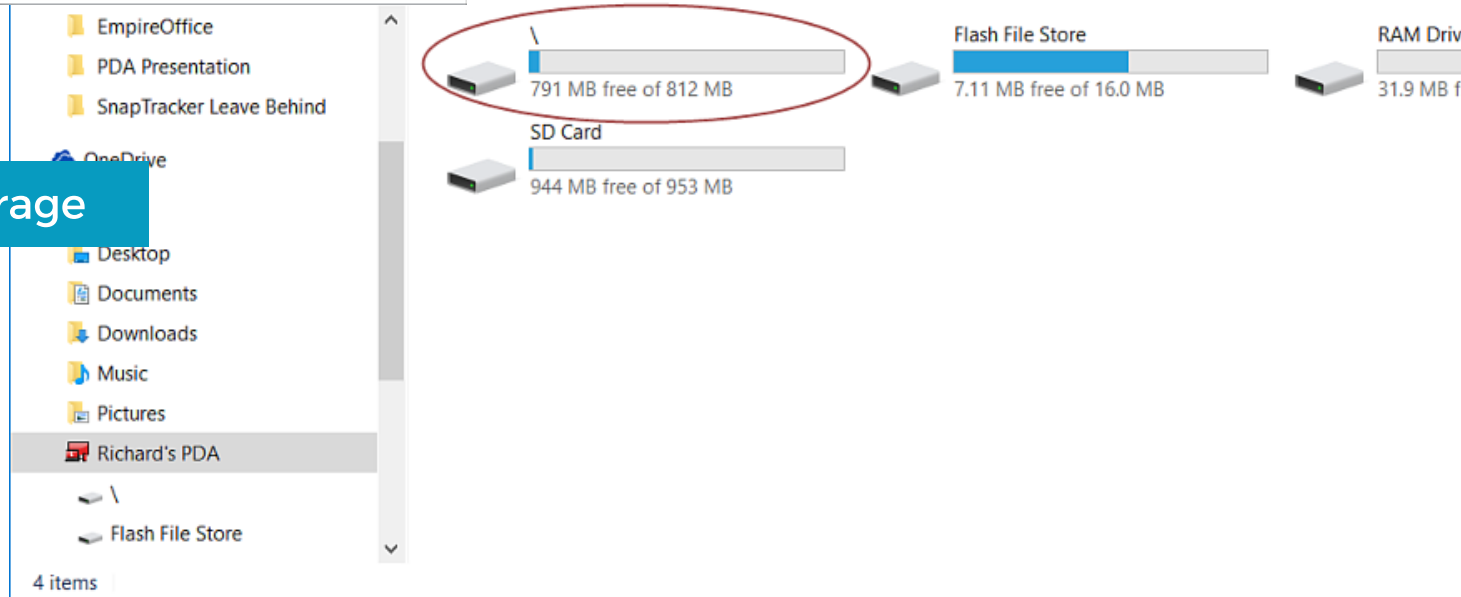


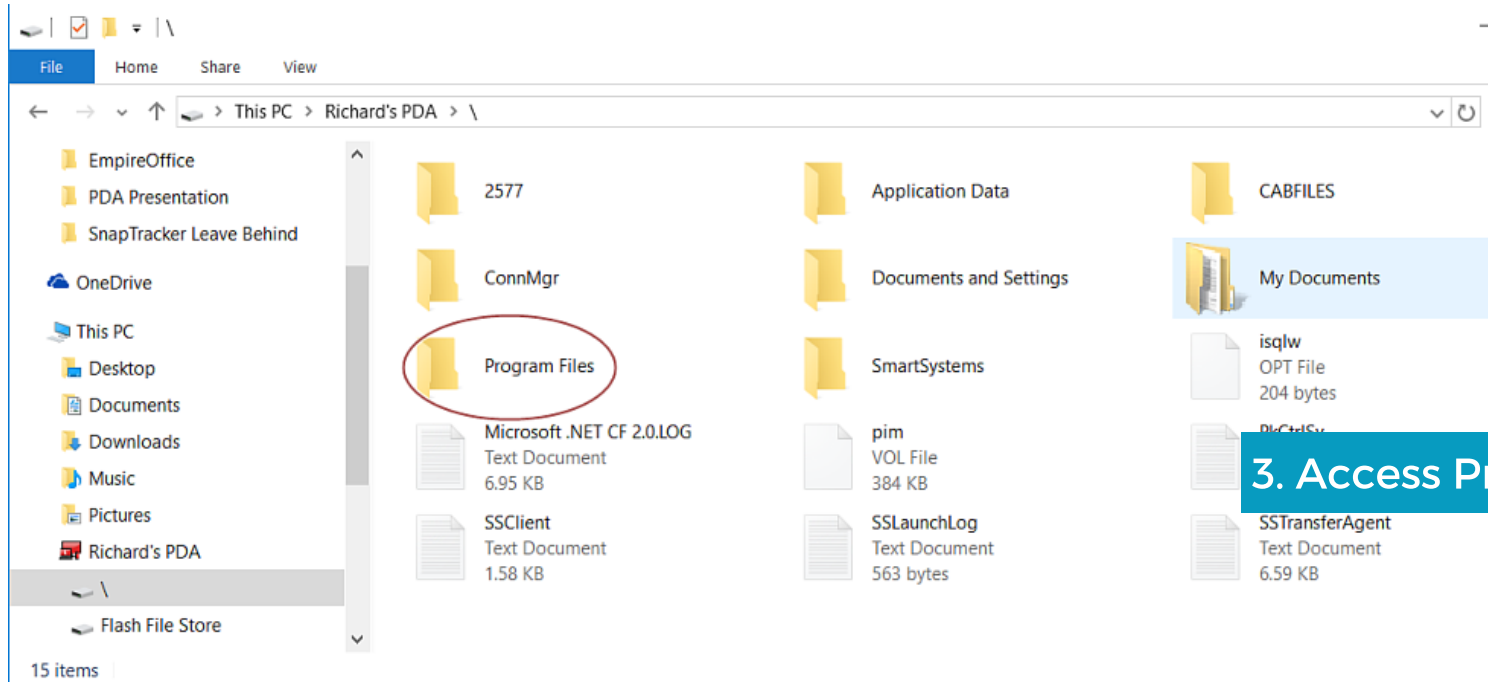


On the computer

1. PDA connected to computer

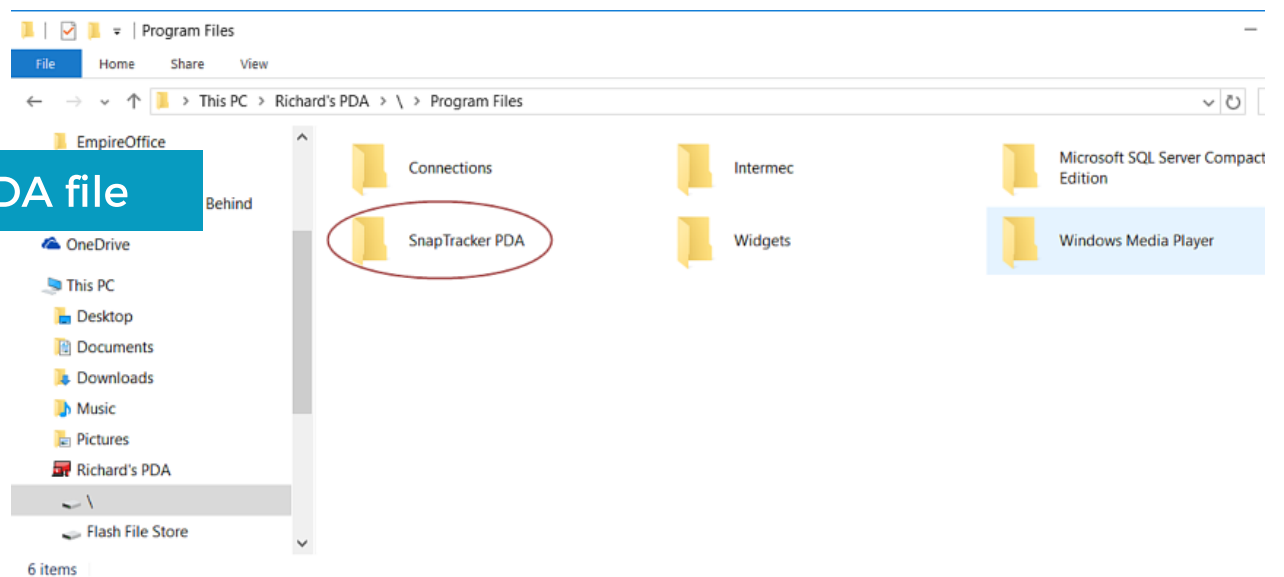
2. Access internal storage





3. Access Program Files

4. Access SnapTracker PDA file



Richard's PDA > \ > Program Files > SnapTracker PDA

#0101120
157 File
9.83 KB

mscorlib

sqlce.dev.ENU.ppc.wce5.armv4i

System.Xml

#0404133
207 File
168 KB

SnapTracker PDA
10/29/2015 2:05 PM
415 KB

sqlce.repl.ppc.wce5.armv4i

Intermec.DataCollection.CF2

snaptrackerpda
Icon
2.18 KB

System

5. Find Batch No. and save the file to local computer

6. Upload batch file to SnapTracker!



Onsite Solutions
Welcome SYSTEM
MANAGER

Cart :
Items in
Cart :

Inquiry
My Account
Accounting
Movements
PDA Processing
Process Batch
Edit Transaction
Global Batch Edit
Batch Error Report
Batch History
Work Orders
Reports and Analysis
Setup

[Home](#) | [Change Password](#) | [Help](#) | [Logout](#)

POWERED BY **KiSP**
Process Batch

Process Batch

[Home](#) > [PDA Processing](#) > Process Batch

required fields

Select a Batch No. :

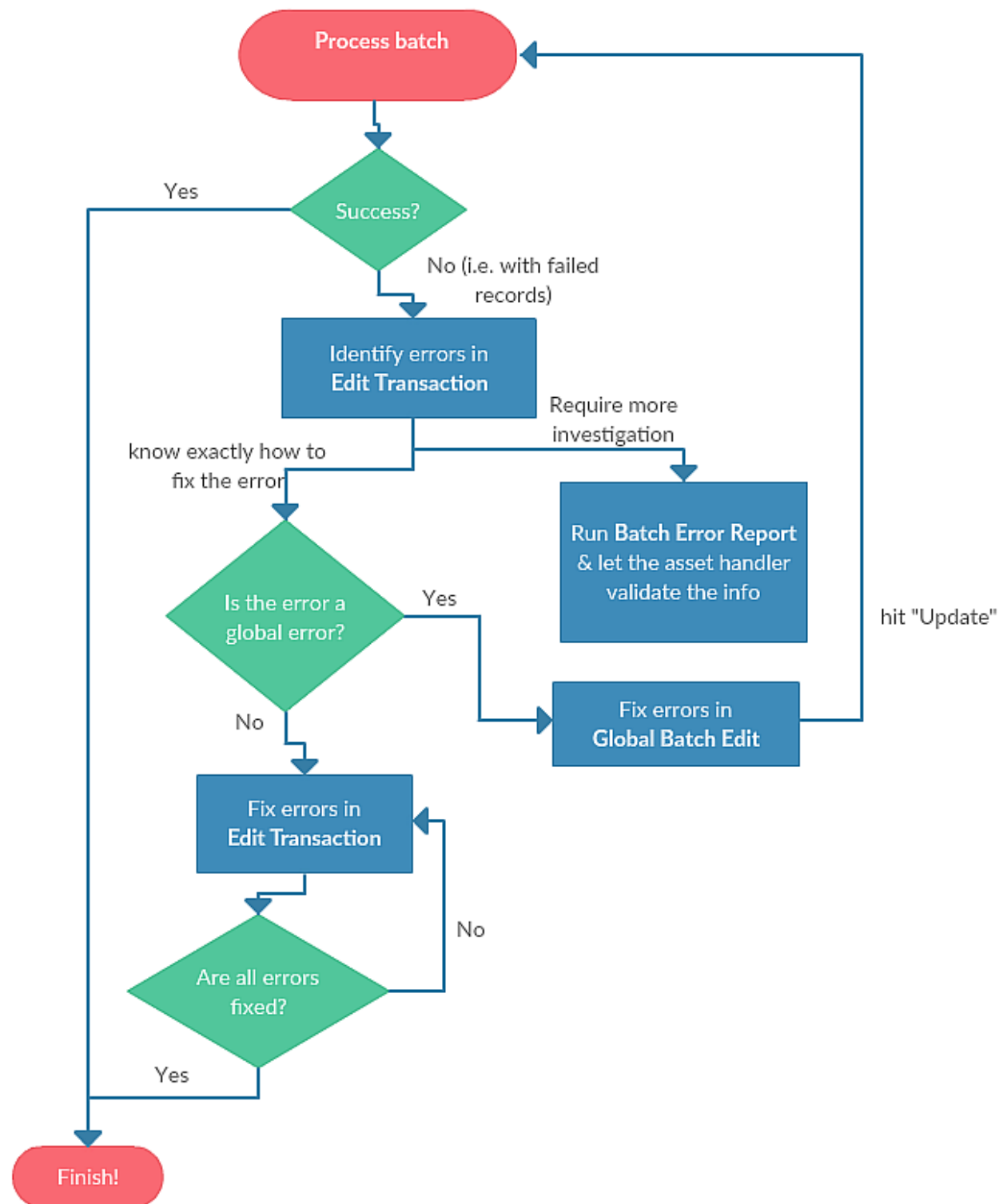
☐ Delete Batch

Enter a Batch No. : [Get Record](#)

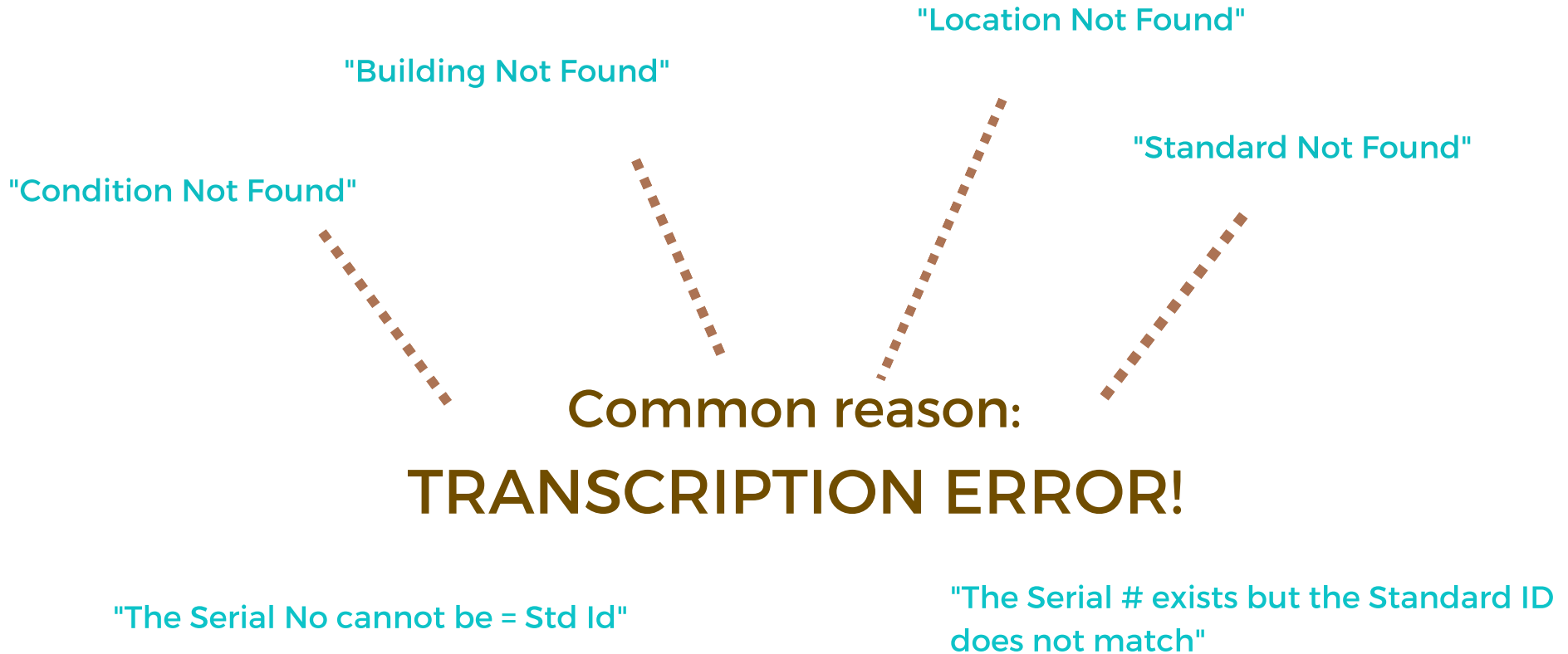
Processing Status		Process Time	
Record Count :	0	Start Time :	00/00/0000 00:00:00 AM
Records Processed :	0	Elapsed Time :	00:00:00
Records Failed :	0		
Records Discarded :	0		

[Reset](#) | [Upload File](#)

Identifying & fixing errors



Most common errors



.....

Tip: Grab the "Common Batch Error Messages" PDF in the Handouts section!

Item Transaction History

Tip: Review the [Transaction Code](#) from the PDA part 2 webinar!



Onsite Solutions
Welcome SYSTEM
MANAGER

Cart :

Items in Cart :

Sub-Total :

Go to Cart

Select another cart...

Shop for...

[Sample Catalog](#)

My Menus

Inquiry

- Quick Search
- Product Picture ...
- Product Catalogs
- Item Search
- Location Contents
- Miscellaneous Search
- Item Transaction ...**
- Reservation
- Work Orders

My Account

Accounting

Movements

PDA Processing

Work Orders

Reports and Analysis

Setup

Utilities

Home | [Change Password](#) | [Help](#) | [Logout](#)

POWERED BY 

Item Transaction History

Select a Customer
Z - BAR001 - Barker Importers Demo Customer

required fields

Enter a Standard: TAS0011 Search | Get Record Details

Enter a Serial No.: 14010001 Get Record Select a Serial No.: 14010001

Standard Description : +Wk Chr,Mirra 2,Std-Ht,Std Tlt,Adj Nonuphols Arms,Fix Seat,TriFlex Back

Standard Class : CHAIRS Catalog No. : MRF121AWFP

Manufacturer : HMI - Herman Miller Catalog Id : HST - Herman Miller Seating

Inventory Type : ASSET Tier : STANDARD

Transaction Type : ** Unspecified **

Adjustment Indicator : ** Unspecified **

Operator : ** Unspecified **

Batch No. :

Reset | Show Record

☐ Show All Records

1 - 7 of 7

Note	Transaction Date ▲	Creation Date	Trans. Type	Building	Location	Condition	Work Order No.	Work Order Ticket No.	Qty
	07/31/2014 16:57:02 PM	05/31/2016 18:03:38 PM	TA	ZWHSE02	F0310	FAIR	0	0	1.00
	12/31/2014 16:57:50 PM	05/31/2016 18:03:51 PM	DA	ZWHSE02	F0310	FAIR	0	0	1.00
	06/30/2015 16:59:12 PM	05/31/2016 18:03:24 PM	AA	ZWHSE01	G0210	CLEAN	0	0	1.00
	09/30/2015 17:00:14 PM	05/31/2016 18:27:02 PM	TA	ZWHSE01	A0230	GOOD	0	0	1.00
	05/31/2016 16:26:36 PM	05/31/2016 18:26:47 PM	AA	ZWHSE01	A0230	GOOD	0	0	1.00
	05/31/2016 16:28:18 PM	05/31/2016 18:28:35 PM	CA	ZWHSE01	A0230	GOOD	0	0	1.00
	05/31/2016 16:28:43 PM	05/31/2016 18:28:03 PM	NS				0	0	1.00

Reset

Best Practices

Best Practices

1. Make sure the **batches are always processed** BEFORE starting a new scan
2. Always double check the **date & time**
3. Use **bar codes** as much as you can (instead of manual entry)
4. Make sure to input the correct user in the "**Operator**" field in Initial Settings

Summary : PDA Webinar -Part 3

1. Batch Upload

- 2 procedures: **upload** OR **generate** batch file from PDA

2. PDA Processing

- When following the best practices, there **should be very few errors** when processing PDA
- 2 ways to fix errors: **Edit Transaction History** & **Global Batch**
- Use the **flow chart** to help sort out the procedure for identifying & fixing errors
- If the errors require more investigations, run **Batch Error Report** and give to asset handlers to validate

3. Item Transaction History

- Where you can see everything that has happened to an **item**
- e.g. **transaction & creation date, history of movements and administrative transactions**

4. Best Practices

Q&A

What would you like to see at our
next **Webinar Wednesday**?

Let us know by **filling out the survey** after
this webinar!

A modern office interior with large windows, white columns, and a grid ceiling. The floor is covered with a pattern of square tiles. The text is overlaid on a semi-transparent white rectangle.

The learning site is now **LIVE!**

**For downloadable functional guides,
user manual, webinar recordings etc.**

Check your email inbox for LogIn Credentials

Email: SnapTrackerKC@kisp.com if you have
any questions, feedback. requests!

**See you at our next
Webinar Wednesday!**