VISN 20 Off-Network RFID Scanning Procedure

Introduction

This document is intended to give instructions for using the RFID scanners when VA Wi-Fi is unavailable. This mode is referred to as "Batch Mode".

Zebra Mobile RFID Scanner AssetWorx application modes

Web Services:

Web Services is intended for use where you have full connection to VA Wi-Fi (mobile1md) and your RFID scanner can run network-connected live to the AssetWorx server.

Batch Mode:

Batch mode is like using an old barcode scanner. The information will be stored locally on the reader until you are able to synchronize when connected to VA Wi-Fi (mobile1md). This mode is to be used when the wireless network connection is unavailable.
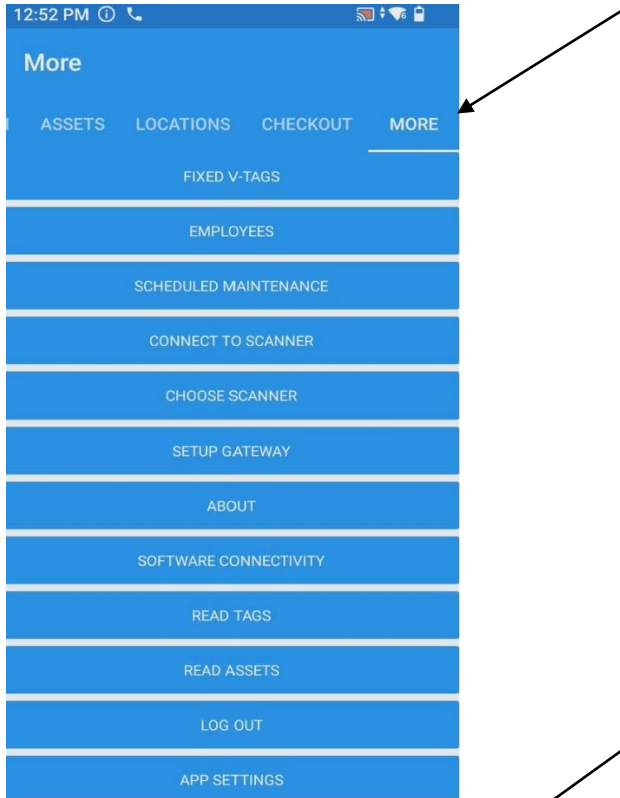
Batch Mode Use

Prior to going to a site that is off network or where VA Wi-Fi will not be available, change the reader to Batch Mode.

The following instructions will ensure you are able to collect and later synchronize the data.
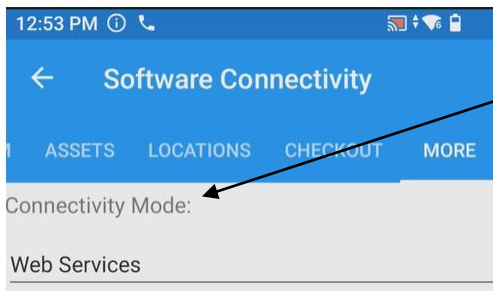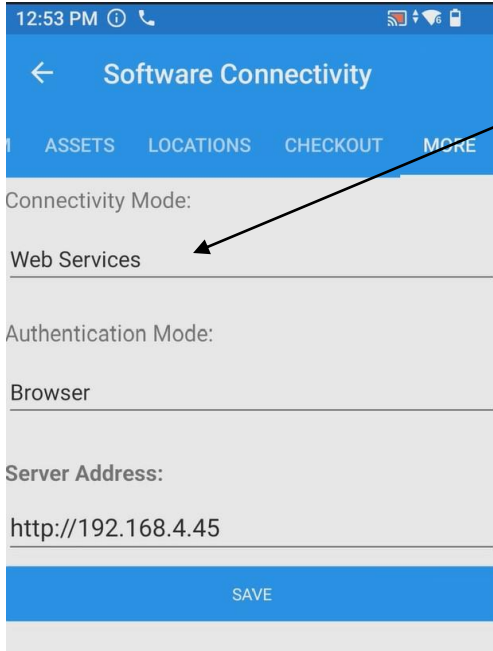
Change to Batch Mode on mobile reader

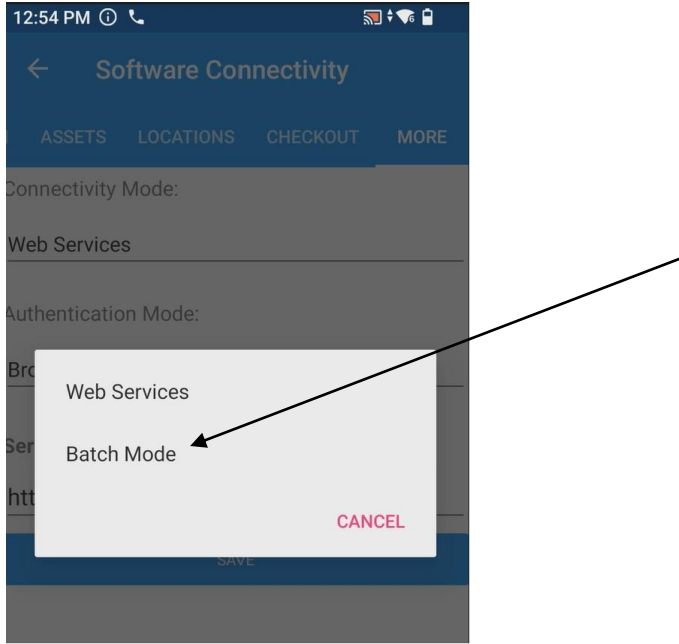Open AssetWorx and navigate to the **"More"** menu.

Select **"Software Connectivity"**

Select **"Web Services"** under **"Connectivity Mode"** and select **"Batch Mode".** Tap **"Save".**
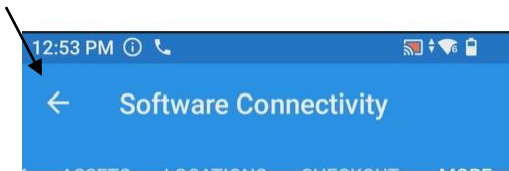
Perform Sync

After changing to Batch Mode, you will want to sync your inventory to your reader. If you are presented with "Do you want to sync with the master database?" Tap "Yes". Otherwise, follow these instructions:
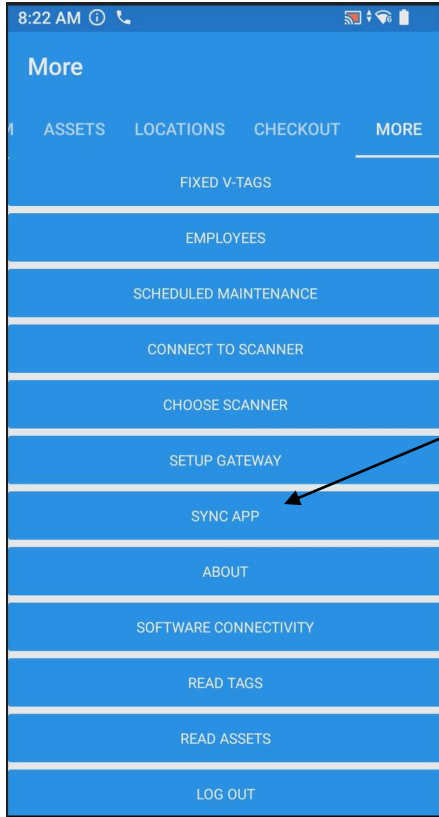
Select the back arrow button at the top of the screen.

Go to **"More"** and click on "**Sync App**"
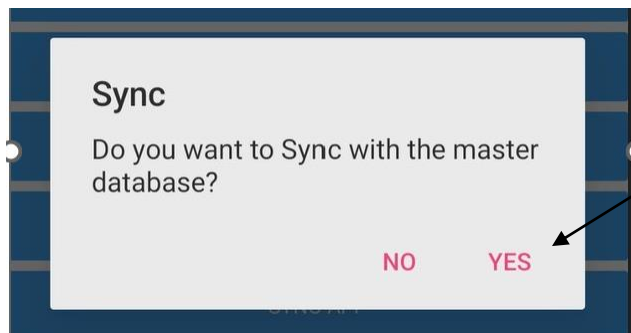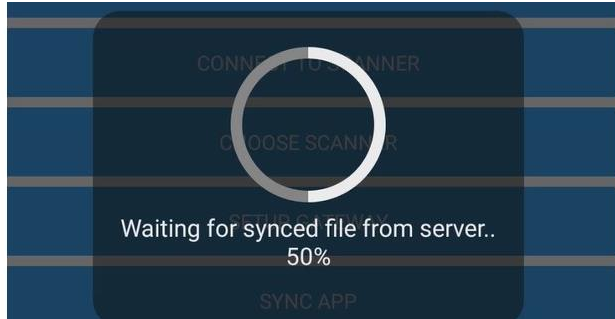

Sync App

Reader will ask if you would like to **"Sync with the master database"**.

Tap **"YES"**

You will see the **Sync App Progress Circle**.

When completed, you will have a copy of the most current assets and locations on the RFID reader. You will be able to proceed with using your reader in an off-network batch collection mode.

Syncing Batch Mode Scans

When finished scanning, another synchronization of the application must take place to apply your work.

**Please remember, if this next step is skipped, you will lose all of your scanned locations and assets.
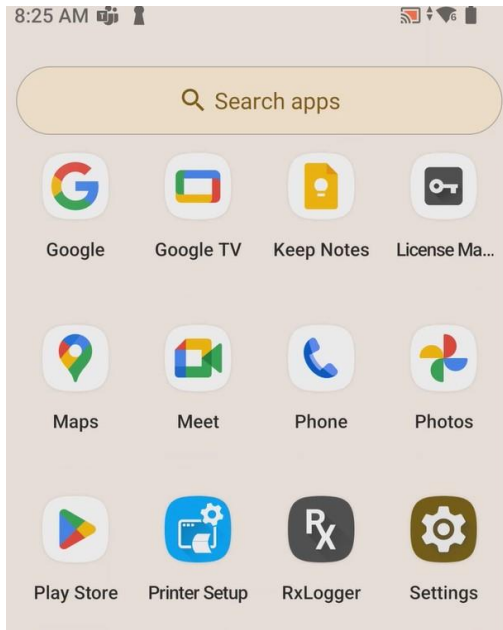
Post-scanning procedure.

**Do not close AssetWorx application on the reader until you have performed the next steps.
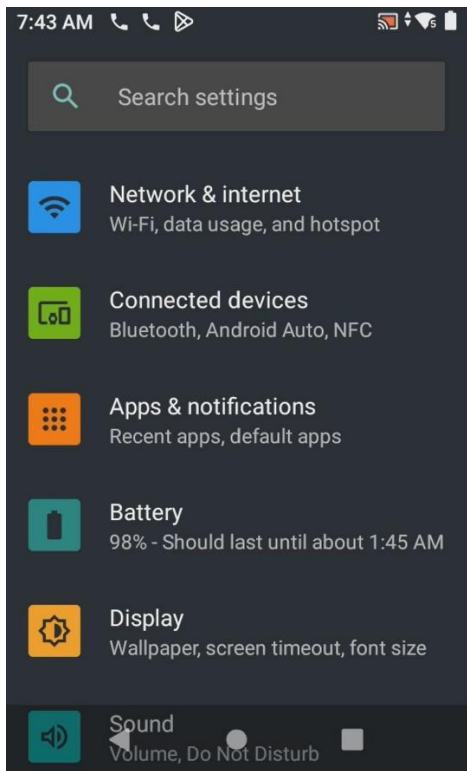
After scanning locations and assets in Batch Mode, return to the VA Network and make sure you are connected to **"mobile1md"** Wi-Fi.

Your reader will automatically connect to **"mobile1md"** after returning to a location where mobile1md is available. If it doesn't, you must manually connect.

Manually connect to **"mobile1md"** VA Wi-Fi by swiping up on your device and selecting **"Settings"**.
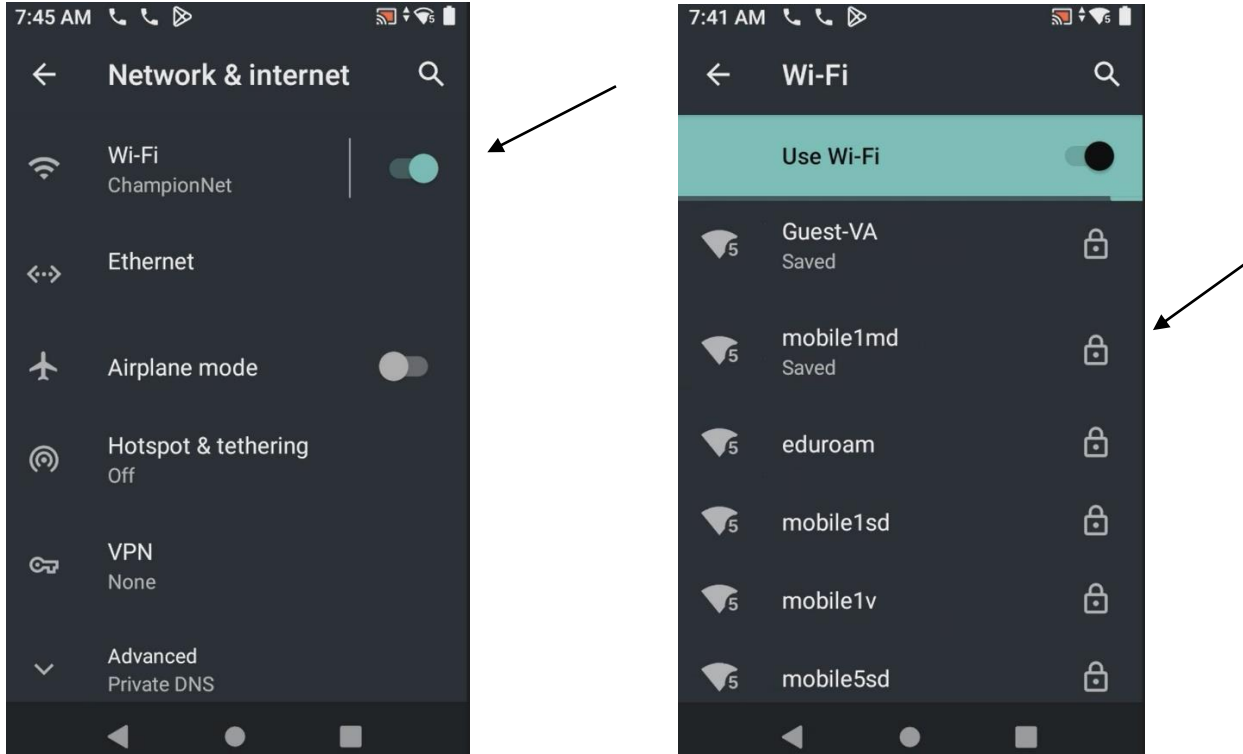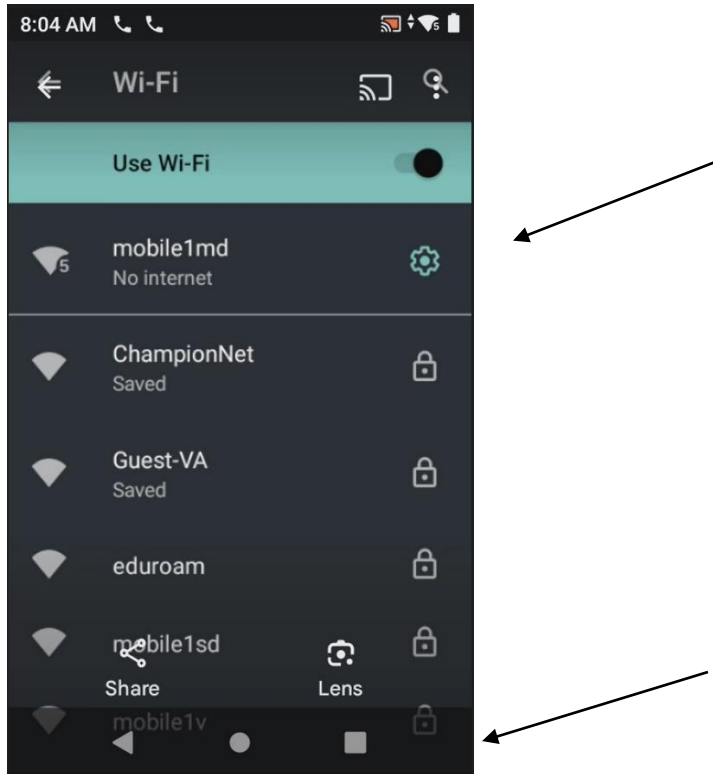
Now tap **"Network and Internet"**

Tap **"Wi-Fi"** and continue to the next step.

If you are currently connected to a different network, it will appear here. In our example below we are currently connected to **"ChampionNet".

Tap **"mobile1md"** to join and re-establish the device's connection.

Finally, you will see a connection is made and **"No internet"** will appear under **"mobile1md".** This is expected and normal.

Now you can select the square, close settings, and return to AssetWorx! mobile application. Perform a **"Sync App"** using the steps above.

Scans that were made in Batch Mode are now in the AssetWorx database.

Obtain a list of those scans by using the ScanMan application and upload that list to AEMS/MERS.