

# *Demonstration Instructions*

RedBeam  
Asset Tracking  
V5.3.3  
October 8, 2009



# Table of Contents

<b>TABLE OF CONTENTS</b> .....	<b>2</b>
<b>1. DEMONSTRATION INSTRUCTIONS</b> .....	<b>3</b>
1.1 PREREQUISITES .....	3
1.2 PROCEDURE .....	3
<b>APPENDIX</b> .....	<b>11</b>

# 1. Demonstration Instructions

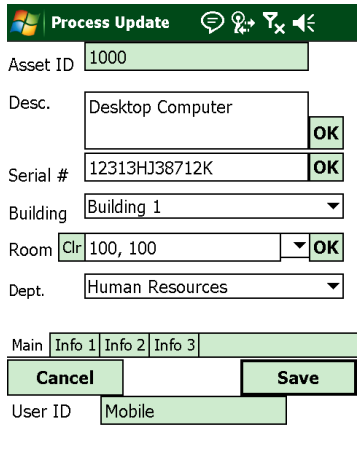
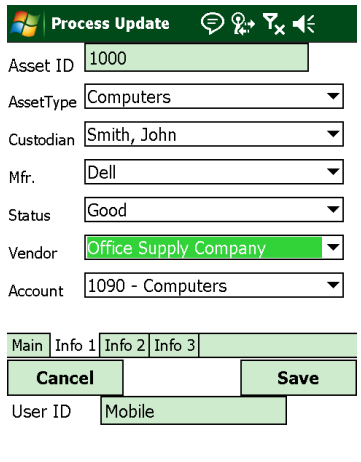
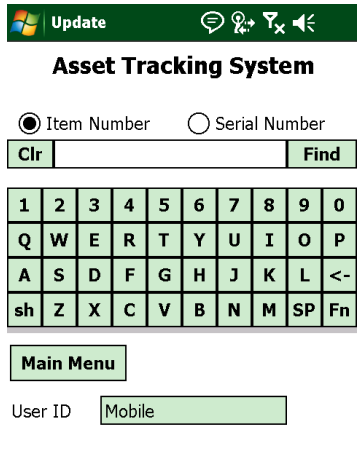
This will demonstrate the procedures to use the solution.

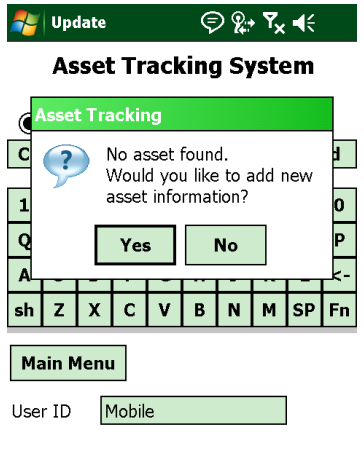
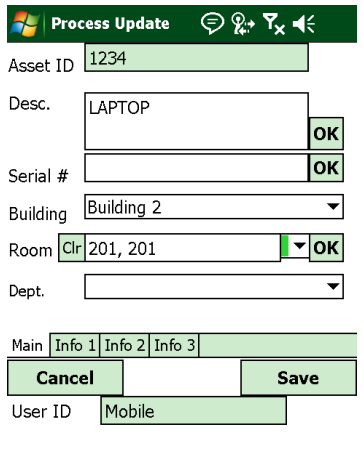
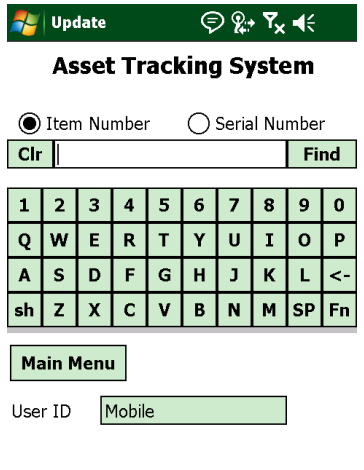
## 1.1 Prerequisites

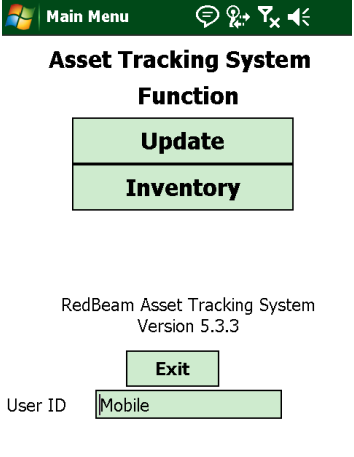
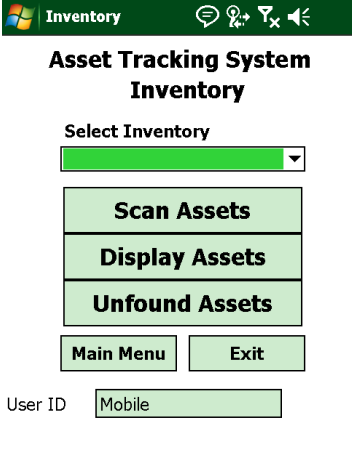
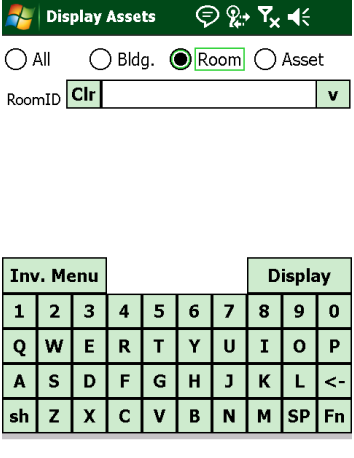
	Prerequisite	Notes
1	Installed demo application.	

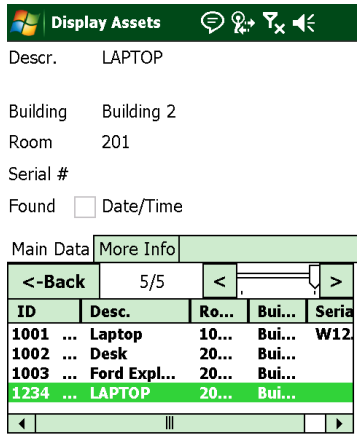
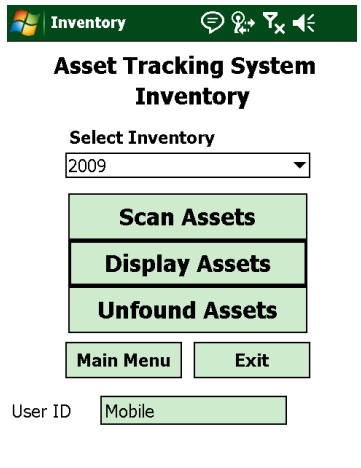
## 1.2 Procedure

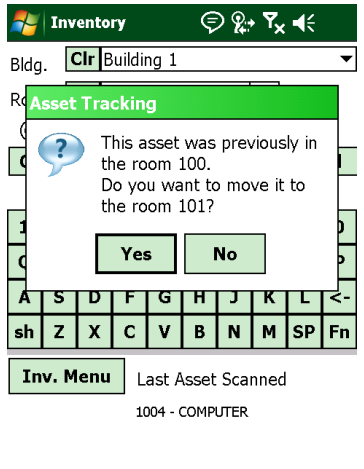
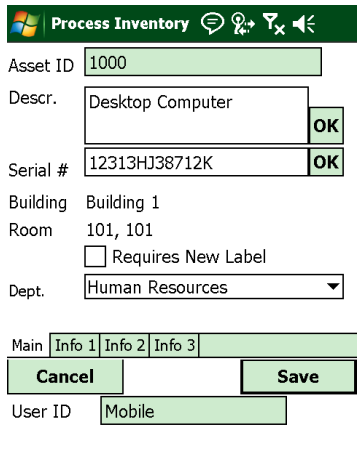
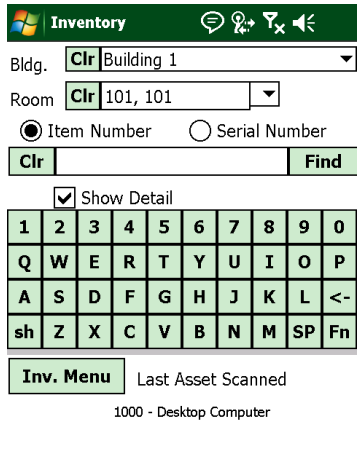
	Description	Action	Result Screen Graphic
1	Launch the application.	Access the program by going to <i>Start&gt;Programs&gt;Asset Tracking</i> . Select Update button.	
2	Update Screen. The Update function can be used without opening an inventory.	Scan the asset barcode '1000' or enter '1000' in the text field then tap Find. Refer to Appendix for sample barcodes.	

	Description	Action	Result Screen Graphic
3	Process Update	The scanner will beep and take you to the Process Update screen. Tab on Info 1 tab.	
4	Make update changes.	<p>Select the drop down menu in the Custodian field and change the custodian from Mary Jones to John Smith. Custodian field will display John Smith.</p> <p>Select the drop down menu in the Account field. Change from "American Supply" to "Office Supply Company". The Account field will display "Office Supply Company".</p> <p>Select the Save button.</p>	
5	Main Update screen	Return to main Update screen. Using the stylus, key in "1234" in the Asset ID field and select Find.	

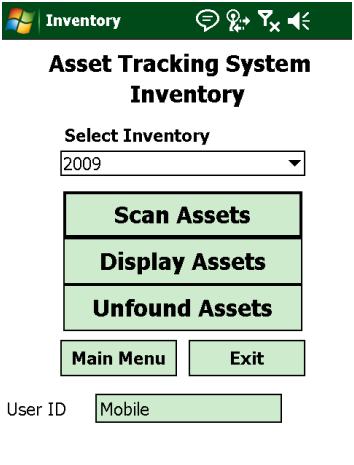
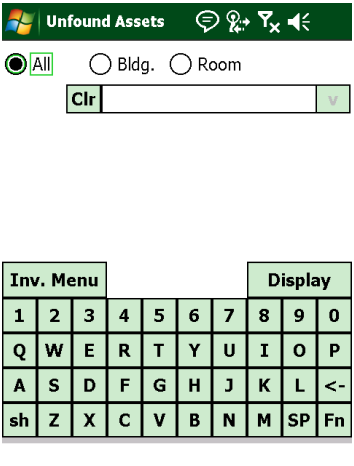
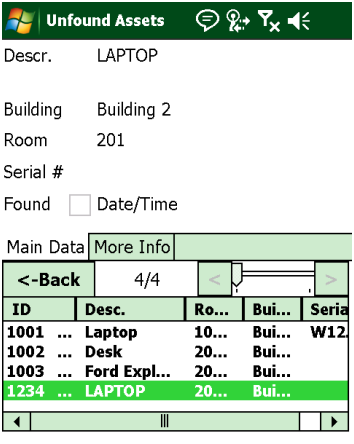
	Description	Action	Result Screen Graphic
6	Find.	Message appears. Select the Yes button.	
7	Add new asset.	Key in 'Laptop' in the description field and click OK. Select room "201, 201" from dropdown. Tap the Save button.	
8	Main Update screen	Return to the main Update screen. Tap Main Menu.	

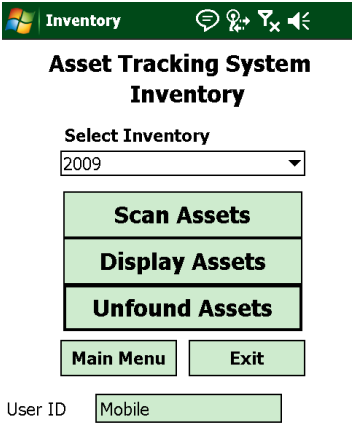
	Description	Action	Result Screen Graphic
9	Main Menu	Return to Main Menu. Select the Inventory button.	
10	Asset Tracking System Inventory	Main Inventory screen is displayed. Select '2009' from drop down list. Tap Display Assets.	
11	Display Assets screen.	Select All radio button. Tap Display.	

	Description	Action	Result Screen Graphic																																																		
12	Display assets.	Tap the arrow ">" until the new asset 1234 is displayed, verifying that the asset has been recorded. Hit Back > Inv. Menu to return to Main Inventory Screen.	 <p>Display Assets</p> <p>Descr. LAPTOP</p> <p>Building Building 2</p> <p>Room 201</p> <p>Serial #</p> <p>Found <input type="checkbox"/> Date/Time</p> <p>Main Data More Info</p> <p>&lt;-Back 5/5</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Desc.</th> <th>Ro...</th> <th>Bui...</th> <th>Serial</th> </tr> </thead> <tbody> <tr> <td>1001 ...</td> <td>Laptop</td> <td>10...</td> <td>Bui...</td> <td>W12</td> </tr> <tr> <td>1002 ...</td> <td>Desk</td> <td>20...</td> <td>Bui...</td> <td></td> </tr> <tr> <td>1003 ...</td> <td>Ford Expl...</td> <td>20...</td> <td>Bui...</td> <td></td> </tr> <tr style="background-color: #90EE90;"> <td>1234 ...</td> <td>LAPTOP</td> <td>20...</td> <td>Bui...</td> <td></td> </tr> </tbody> </table> <p>Display Assets</p> <p>Descr. Desktop Computer</p> <p>Building Building 1</p> <p>Room 100</p> <p>Serial # 12313HJ38712K</p> <p>Found <input type="checkbox"/> Date/Time</p> <p>Main Data More Info</p> <p>&lt;-Back 1/5</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Desc.</th> <th>Ro...</th> <th>Bui...</th> <th>Serial</th> </tr> </thead> <tbody> <tr> <td>1000...</td> <td>Desktop ...</td> <td>10...</td> <td>Bui...</td> <td>1231...</td> </tr> <tr> <td>1001...</td> <td>Laptop</td> <td>10...</td> <td>Bui...</td> <td>W12...</td> </tr> <tr> <td>1002...</td> <td>Desk</td> <td>20...</td> <td>Bui...</td> <td></td> </tr> <tr> <td>1003...</td> <td>Ford Expl...</td> <td>20...</td> <td>Bui...</td> <td></td> </tr> </tbody> </table>	ID	Desc.	Ro...	Bui...	Serial	1001 ...	Laptop	10...	Bui...	W12	1002 ...	Desk	20...	Bui...		1003 ...	Ford Expl...	20...	Bui...		1234 ...	LAPTOP	20...	Bui...		ID	Desc.	Ro...	Bui...	Serial	1000...	Desktop ...	10...	Bui...	1231...	1001...	Laptop	10...	Bui...	W12...	1002...	Desk	20...	Bui...		1003...	Ford Expl...	20...	Bui...	
ID	Desc.	Ro...	Bui...	Serial																																																	
1001 ...	Laptop	10...	Bui...	W12																																																	
1002 ...	Desk	20...	Bui...																																																		
1003 ...	Ford Expl...	20...	Bui...																																																		
1234 ...	LAPTOP	20...	Bui...																																																		
ID	Desc.	Ro...	Bui...	Serial																																																	
1000...	Desktop ...	10...	Bui...	1231...																																																	
1001...	Laptop	10...	Bui...	W12...																																																	
1002...	Desk	20...	Bui...																																																		
1003...	Ford Expl...	20...	Bui...																																																		
13	Main Inventory screen	Select Scan Assets button.	 <p>Inventory</p> <p><b>Asset Tracking System Inventory</b></p> <p>Select Inventory</p> <p>2009</p> <p>Scan Assets</p> <p>Display Assets</p> <p>Unfound Assets</p> <p>Main Menu Exit</p> <p>User ID Mobile</p>																																																		

	Description	Action	Result Screen Graphic
14	Scan Asset screen	Select Room 101, 101. Make sure cursor is blinking in Item Number field and scan asset 1000. System will advise that item was previously in room 100 and ask if you want to move it to 101. Select Yes.	
15	Process Inventory	Tap Save.	
16	Return to Inventory screen.	Tap Inv. Menu.	



	Description	Action	Result Screen Graphic
17	Main Inventory screen	Main Inventory screen displays. Select Unfound Assets button.	
18	Unfound Assets screen	Unfound Assets screen displays. Select All radio button and tap display.	
19	Unfound Assets screen.	Asset 1234 will be listed as unfound. Tap Back > Inv. Menu.	

	Description	Action	Result Screen Graphic
20	Main Inventory screen	Return to Main Inventory Screen.	
21	Exit application	Select Exit button.	

# Appendix

Property of  
ABC Company  
  
1000

Property of  
ABC Company  
  
1001

Property of  
ABC Company  
  
1002

Property of  
ABC Company  
  
1003

Property of  
ABC Company  
  
1004

Property of  
ABC Company  
  
1005

