

Group exercise

Training/group evaluation

Requirements

Company account

Android devices

Projector/monitor

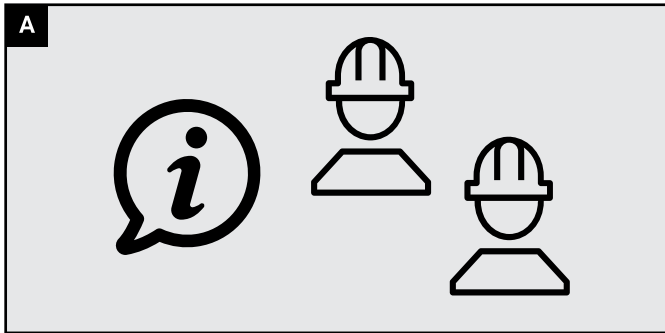
Group exercise PDF

Printer

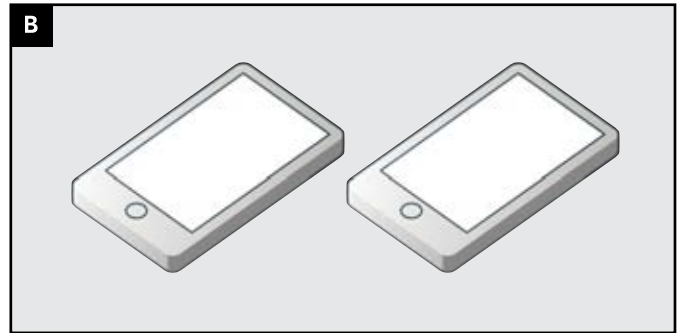


Step 1

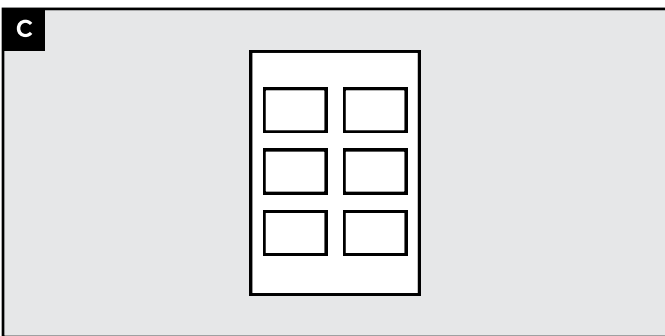
Preparations



Inform the participants about the exercise and that they will be invited to the system via e-mail. In the e-mail they will receive instructions on how to get started with creating a user account and download the app.



You should have Android devices to lend to those who do not have their own. Participants can log in with their accounts on these devices. We recommend that everyone has a device.



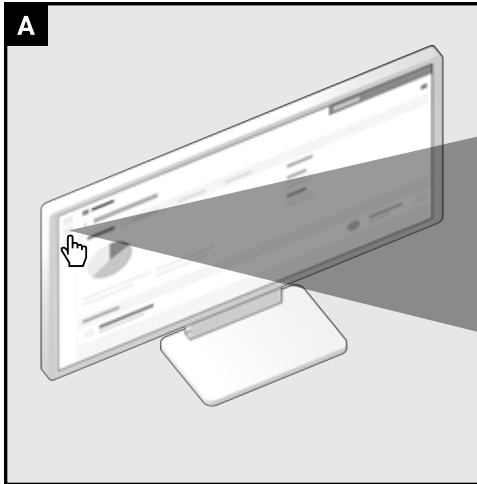
Go through the exercises yourself (step 4 and 5 in this guide).



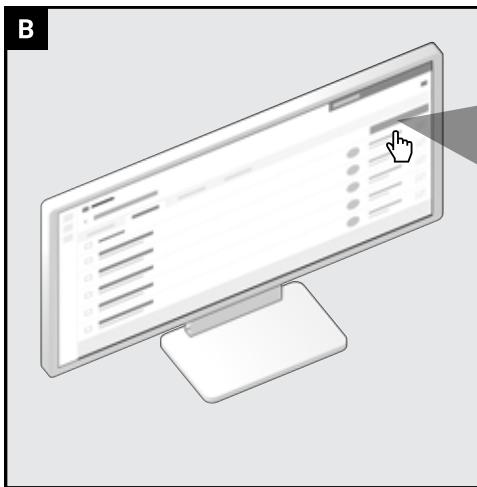
Print out the Sample QR tags and photos at the end of this document.

Step 2

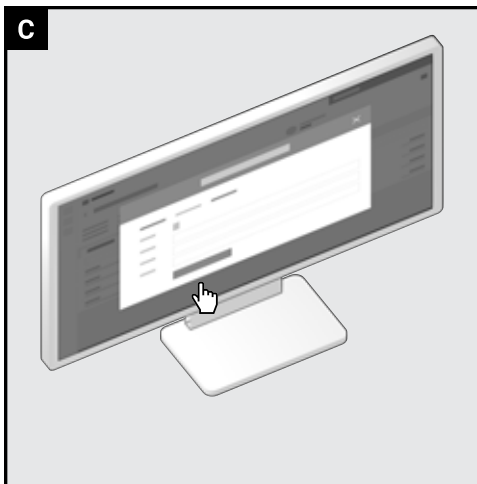
Invite participants to the software



Navigate to "people".



Click the button to add collaborator.



Add all participants and follow the instructions. Give users different access rights. "Level 1" and "Level 2" see next page for details.

Step 2

Invite participants to the software

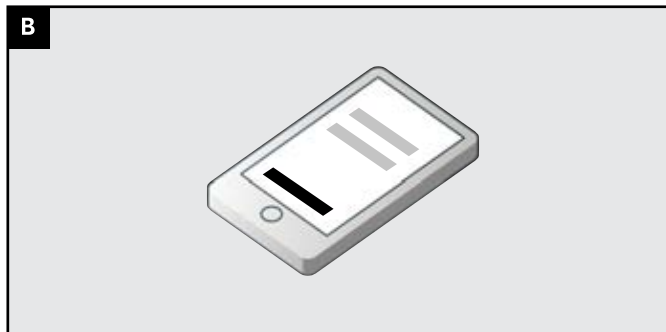
Workflow	Status of transit
<p data-bbox="92 471 620 546">Finish work on cable/pipe installation</p> <p data-bbox="225 603 483 641">Access: Level 1</p>	<p data-bbox="751 471 842 562">CD</p> <p data-bbox="751 603 1075 641">CD: Opening is closed</p> <p data-bbox="751 678 1433 791">This signals that sealing of cable/pipes is finished, protection is there but needs quality approval.</p>
<p data-bbox="92 1009 620 1084">Quality assurance</p> <p data-bbox="225 1140 483 1179">Access: Level 2</p>	<p data-bbox="751 1009 842 1099">CR</p> <p data-bbox="751 1140 1302 1179">CR: Opening is closed - needs rework</p> <p data-bbox="751 1215 1382 1290">This signals that sealing of cables/pipes is NOT OK, risk of no protection.</p> <p data-bbox="751 1333 842 1424">CA</p> <p data-bbox="751 1465 1307 1503">CA: Openings is closed and approved</p> <p data-bbox="751 1539 1426 1614">This signals that sealing of cable/pipes is OK and ready for final inspection and approval.</p>

Step 3

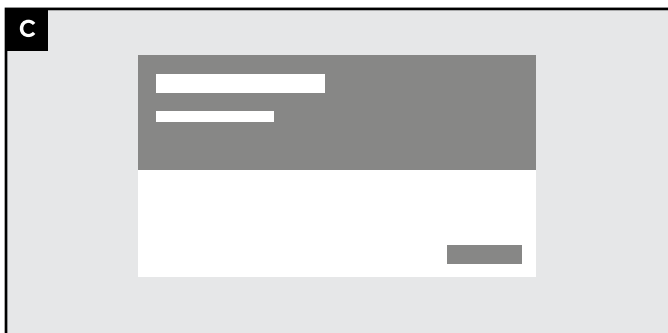
Training day



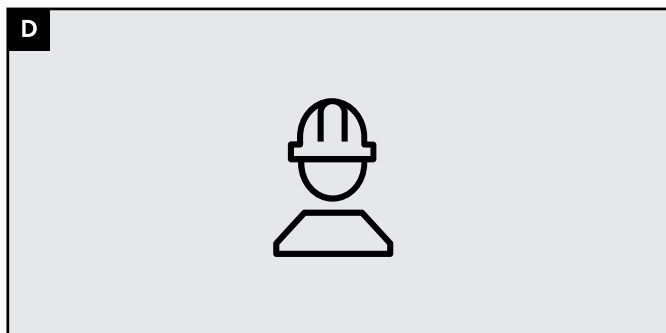
Attach the prints to the wall / magnetic board.



Make sure everyone has an Android device and can sign in to the app



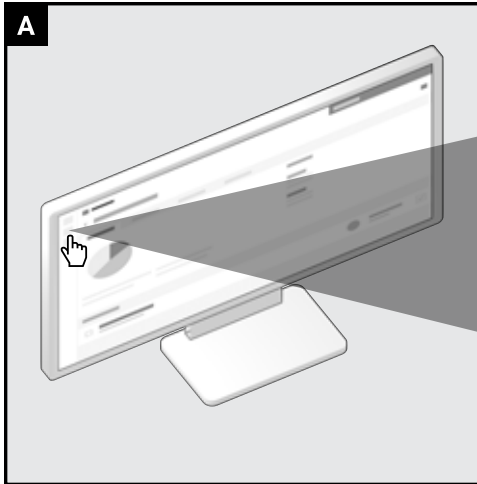
Go through the slides "Group exercise".



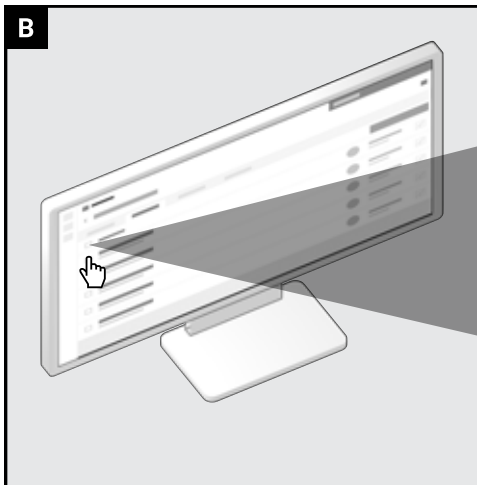
Demonstrate how to proceed, then let the participants make a status change themselves. (Remember that only you have access to all statuses, see the next page to find out the participants' access)

Step 3

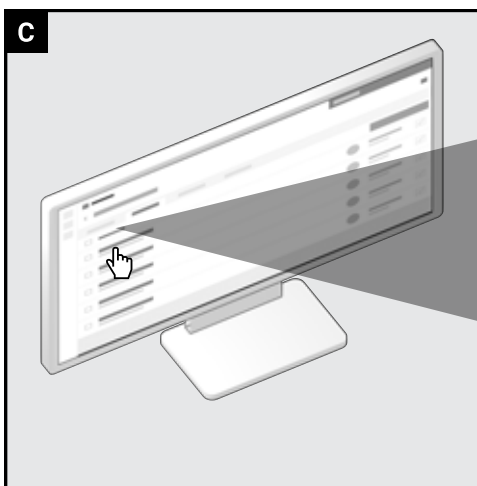
See each participants' access level



Navigate to "people".



Select all participants that are present.



Click "Access". The participants' role determines if they should perform "Step 4" or "Step 5".

Step 4

Finish work on cable/pipe installation

Access level **Level 1**

Step 4

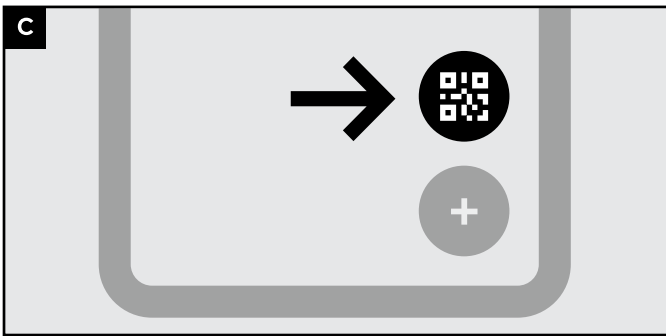
Finish work on cable/pipe installation



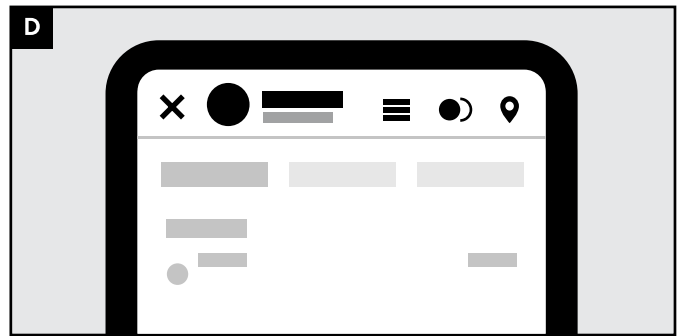
Sync the Sample Asset to your device, then tap it to see all installed transits.



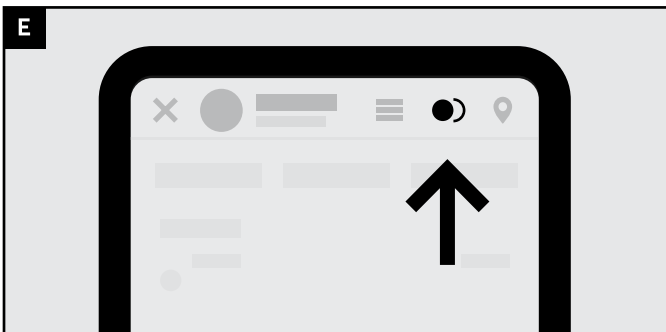
Locate a printed transit in the room.



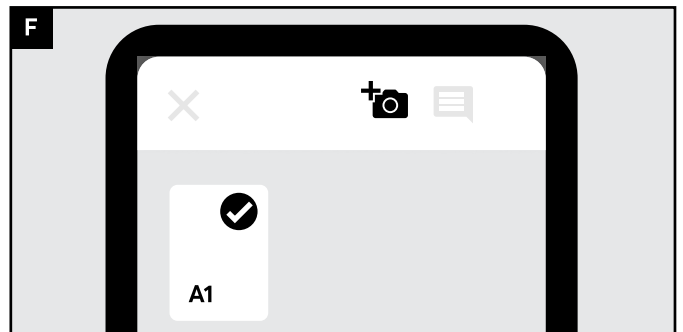
Tap the QR scan button and scan the QR code.



You will now have the corresponding transit open in your app.



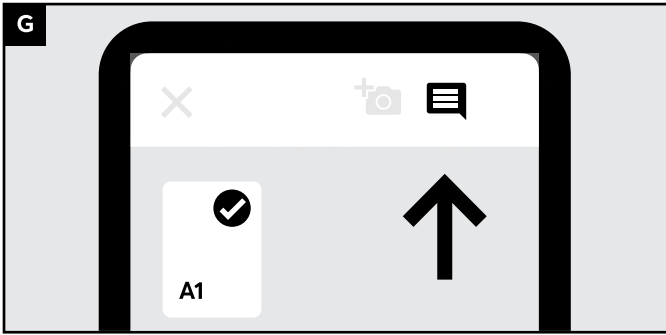
Tap the "Edit status" icon.



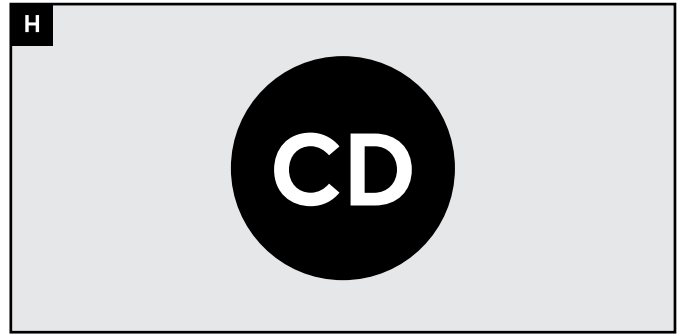
Tap the "A1" opening, then tap the camera icon to take a photo.

Step 4

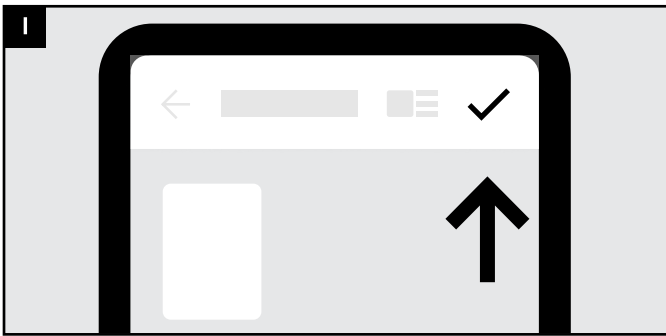
Finish work on cable/pipe installation



Write a comment.



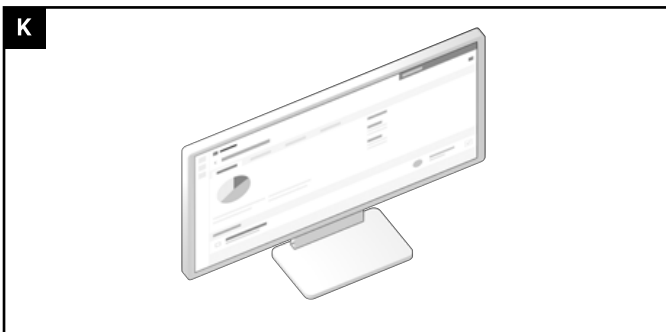
For demo purposes, select
CD: Opening is closed



Your work is done. Tap the "Check" icon.



Navigate back to the list of assets. Swipe and synch the
"Sample asset".



The administrator can now see your changes in the web
interface.

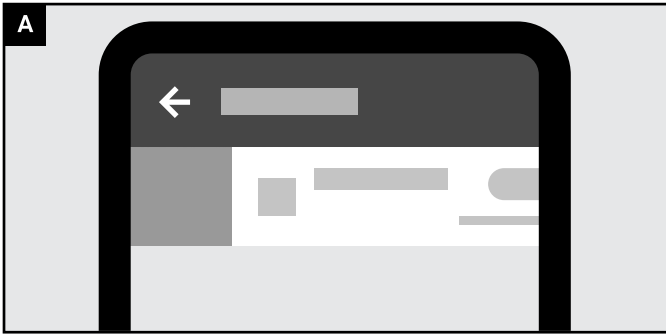
Step 5

Quality assurance

Access level **Level 2**

Step 5

Quality assurance



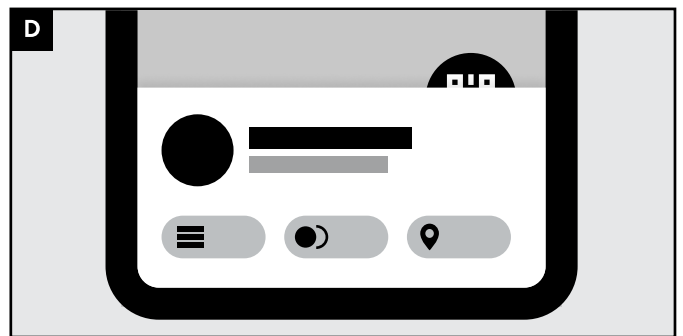
Sync the Sample Asset to your device, then tap it to see all installed transits.



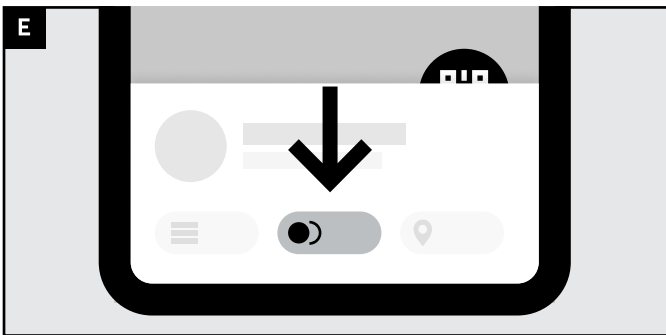
Filter the list of transits.



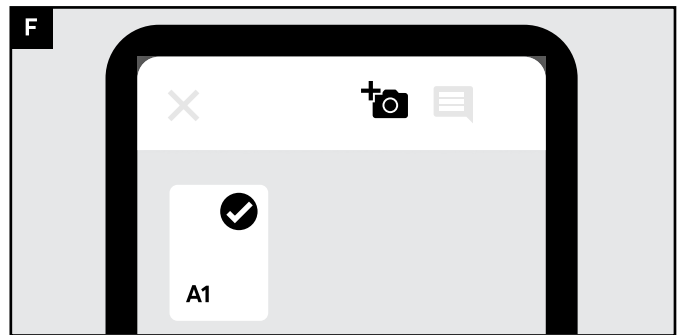
For demo purposes select
CD: Opening is closed



After tapping a transit in the list, it opens up from the bottom of the view.



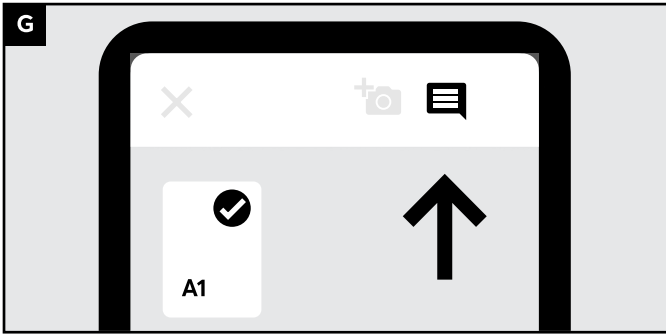
Tap the "Edit status" icon.



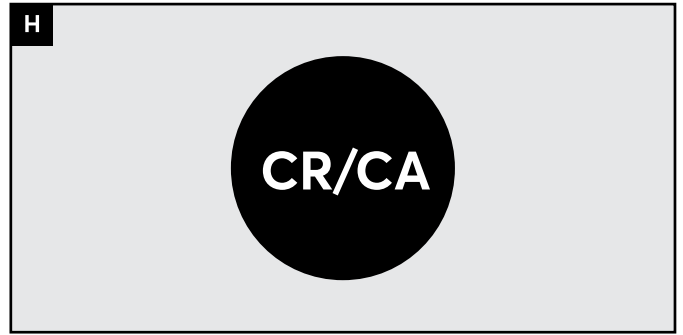
Tap the "A1" opening, then tap the camera icon to take a photo.

Step 5

Quality assurance



Write a comment.



For demo purposes, select

CR: Opening is closed - needs rework or

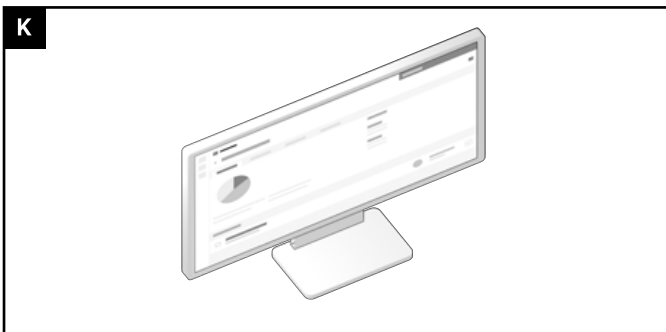
CA: Openings is closed and approved



Your work is done. Tap the "Check" icon.



Navigate back to the list of assets. Swipe and synch the "Sample asset".



The administrator can now see your changes in the web interface.

Sample Transit 1 ID-tag number 20218



Sample Transit 2 ID-tag number 20219



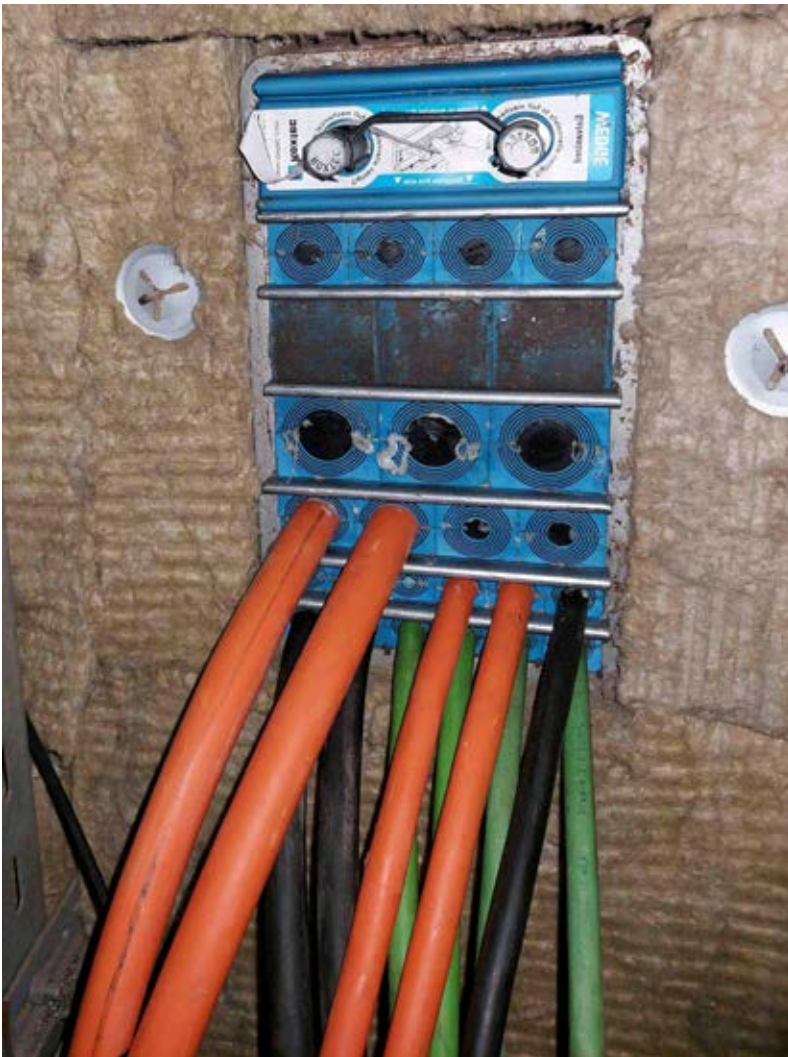
Sample Transit 3 ID-tag number 20220



Sample Transit 4 ID-tag number 20221



Sample Transit 5 ID-tag number 20222



Sample Transit 6 ID-tag number 20223

