



QuickPick™ Electronic Tally

User Manual

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GENERAL INFORMATION

Introduction

Thank you for purchasing the QuickPick™ system. The QuickPick app uses the Ruggedized Handheld Computer and FlexHub to record piecework and time clock information.

The purpose of this manual is to provide information to allow users to safely and optimally operate the QuickPick app.

You may need to refer to sections of the RHC-RS30, RHC-RS50, FlexHub, Customer Portal, and Registration Station user manuals for further instruction on operating the QuickPick system.

For your safety, it is critical that you carefully read and follow all warnings and cautions in this manual. The QuickPick must only be used in the manner in which it is intended. Any other use of the QuickPick system may cause damage to the device and harm to the user.

The following signs call attention to special warnings and cautions.



Caution: Failure to follow these instructions constitutes a hazard to the operator.



Warning: Failure to follow these instructions constitutes a hazard to the device.



Note: Important note.

System Requirements

FlexHub

• Power: 12 V

Operating Temperature: 32°F to 110° F / 0°C to 43°C

• Humidity: 90% RH, non-condensing

Ruggedized Handheld Computer

Cipherlab RS30 Mobile Computer 4.7", Model#: AS30U1CBDBSG1

• Dimensions: 6.1 x 3.1x 0.7in

• Weight: 9.17 oz

• Battery: Lithium ion / 2500 mAh

• Operating Temperature:

o -4 °F to 122 °F (AC Mode),

• Humidity: 10% ~ 95% RH non-condensing

• OS: Android 4.4.2

Cipherlab RS50 Mobile Computer, Android 6.0 – Marshmallow

• Dimensions: 162mm (L) x 80mm (W) x 26mm (H)

Weight: (365 g)

• Power: 5V DC in, 15W Adapter

Battery: 3.7V 5300mAh Li-Poly user replaceable battery

• Operating Temperature: AC Mode: -4°F to 122°F (-20°C to 50°C)

Storage Temperature: -22°F to 158°F (-30°C to 70°C)

• Charging Temperature: 32°F to 95°F (0°C to 35°C)

• Operating Humidity: 10% to 90% non-condensing

• Operating Humidity: 5% to 95% non-condensing

TERMS AND DEFINITIONS

Term	Definition
Customer Portal	Secure website where the customer manages settings and data. Access the Customer Portal by clicking: http://portal.2ndsightbio.com
QuickPick app	The QuickPick app runs on the RHC to collect labor data.
FlexHub	The portable electronics cabinet (box) that houses the printer, external RFID reader, and RHC mount. The FlexHub communicates with the RHC via Bluetooth.
List	User-created category of information that can contain any number of List Items. Each Task can have up to five Lists. "Variety" and "Location" are examples of List names. See Figure 1 and 2 below.
List Item	User-created piece of information contained in a List. A List can contain any number of List Items. "Field South" and "Field North" are examples of List Items. See Figure 1 and 2 below.
RHC	Ruggedized Handheld Computer with 2 nd Sight software
Task	User-created activity that can contain up to five additional pieces of information (Lists) to record with each measurement. "Tomato Harvest" is an example of a Task name. See Figure 1 and 2 below.

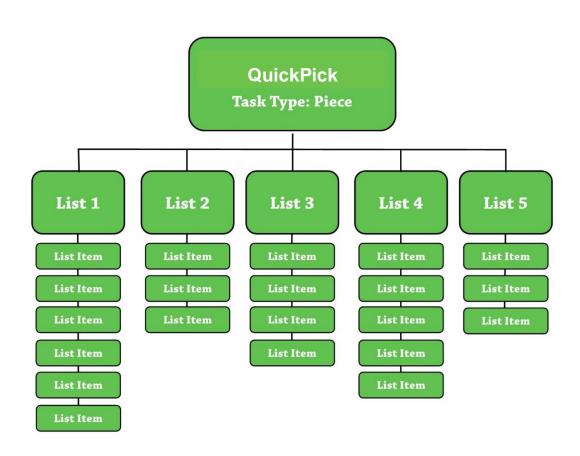


Figure 1

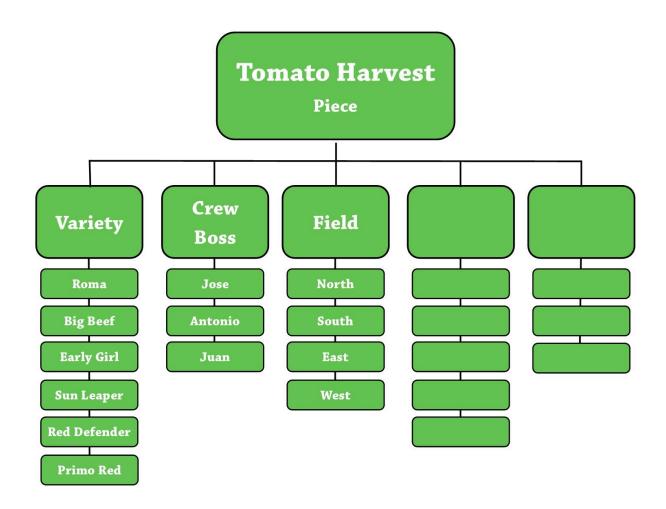


Figure 2

INSTALLATION

Unpacking and Inspection



Note: Save the original box and packaging material. Shipping the QuickPick in a different box or with different packaging material may damage the machine and void the warranty. To repackage, follow inverse order of unpacking.

Unpack the boxes and examine their contents. If anything is missing or damaged, contact your 2nd Sight sales representative.

The QuickPick box contains:

- FlexHub
- FlexHub charging cord
- Ruggedized Handheld Computer (RHC)

Unpacking the QuickPick Box

- Step 1 Open the box.
- **Step 2** Carefully remove the QuickPick components from the box.

FLEXHUB

Operating the FlexHub

For further instructions on operating the FlexHub, refer to the FlexHub User Manual. In the FlexHub User Manual, you can learn about how to charge the device, replace receipt paper, and device maintenance.

RUGGEDIZED HANDHELD COMPUTER

Operating the RHC

For further instructions on operating the RHC itself, refer to the RHC-RS30 or RHC-RS50 User Manuals. In the RHC manual, you can learn how to charge the device, download the QuickPick app, connect to Wi-Fi, and set and change the date and time.



CUSTOMER PORTAL

The Customer Portal is the control center for the QuickPick and other 2nd Sight products. To learn how to use the Customer Portal with the QuickPick app, refer to the Customer Portal User Manual. You will retrieve data collected on the RHC via your Portal account. Access the Customer Portal by clicking on the link: http://portal.2ndsightbio.com, or by visiting: www.2ndsightbio.com and clicking on the Customer Portal button.



Engineering Better Solutions for the Ag Industry



For optimal user experience Google Chrome is recommended

QUICKPICK APPLICATION

Downloading the QuickPick App

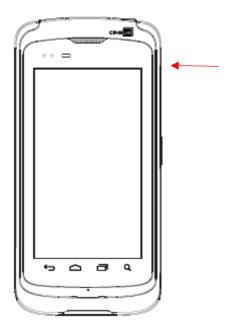
You will need to install and run the QuickPick app in order to collect labor data. Refer to the "Downloading 2nd Sight Apps" section of the RHC-RS30 or RHC-RS50 User Manual for instructions on how to setup a Google Play account and download the app from the Google Play Store.

If the app is already downloaded, you will see the QuickPick app icon on the RHC.



Launch the QuickPick App

Step 1 Power on the RHC.



Step 2 Unlock the screen by pressing and sliding the circle to the right or left.

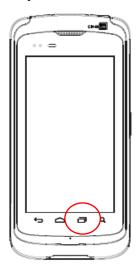


Step 3 Press the QuickPick app icon to launch the app.



Close the QuickPick App

Step 1 Press the Window button on the RHC.

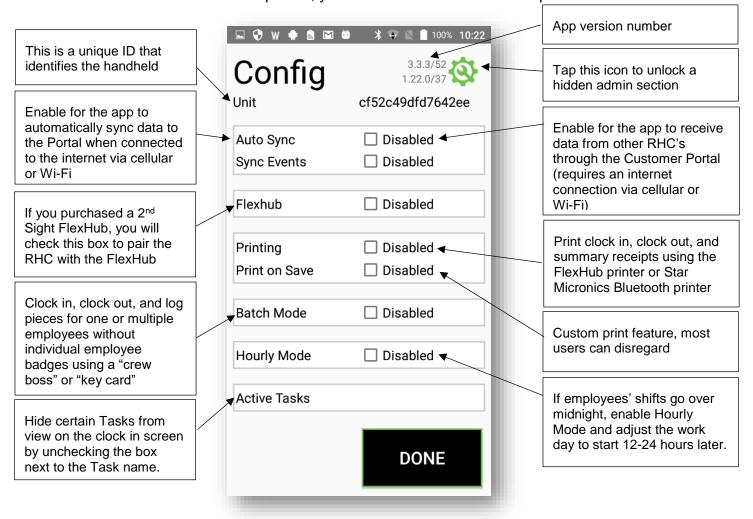


Step 2 Press and swipe the QuickPick app to close it.



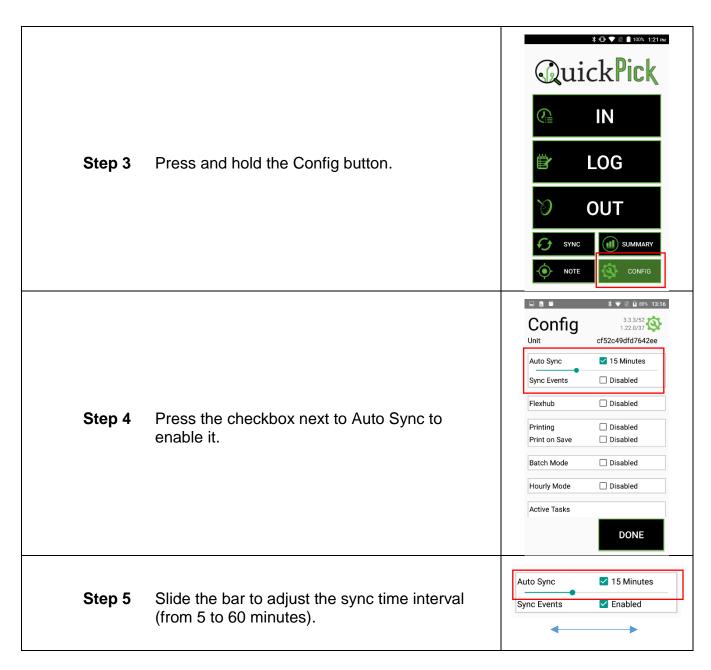
Config Screen

Enable and disable certain features in the Configuration ("Config") screen. If you will use the QuickPick with the FlexHub or a printer, you will need to enable those options here.



Auto Sync

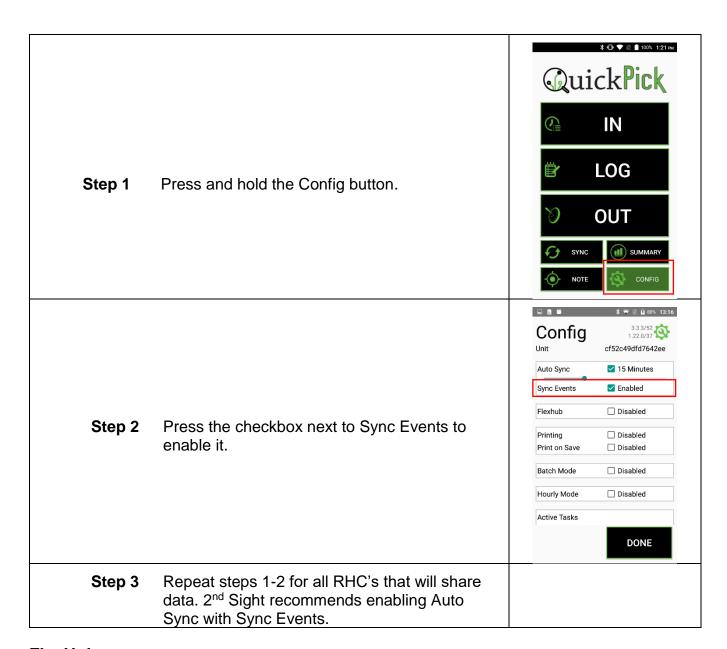
By default, the app will not sync data up to the Customer Portal unless the Sync button is pressed manually. However, Auto Sync can be enabled to automatically push new data up to the Portal based on the selected time interval. Data will only sync if it is connected to the Internet via Wi-Fi or cellular.



Sync Events

Enabling the Sync Events feature allows two or more RHC's to "talk" to each other. The RHC's do not share data directly. They utilize the Customer Portal to communicate (see diagram below). Data from RHC A syncs to the Portal, RHC B syncs to the Portal, detects new data from RHC A, and syncs this data down.

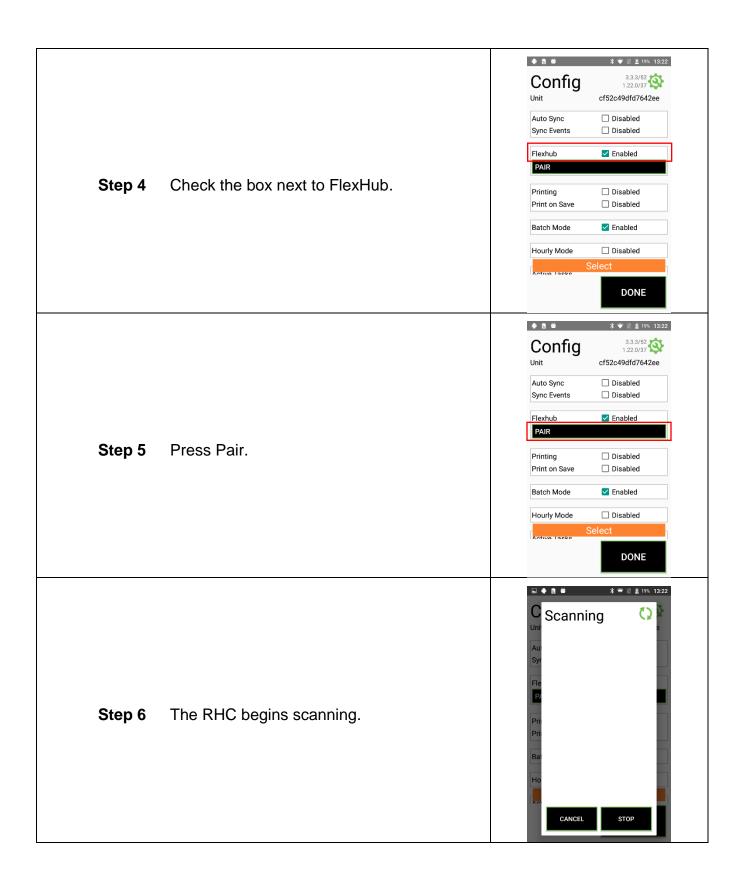




FlexHub

The RHC can pair with a 2nd Sight FlexHub via Bluetooth. The FlexHub provides additional battery, external RFID badge reader, and integrated printer. Follow these steps to pair an RHC running QuickPick to a FlexHub.

Step 1 Power on the FlexHub.	Fa AMATTA
Step 2 Launch the QuickPick app.	Google 2 nd BIOSCIENCE
Step 3 Press and hold the Config button.	* © ▼ © ■ 100% 1:21 PM QuickPick IN LOG OUT SYNC SYNC SUMMARY ONOTE CONFIG



Step 7 The RHC will detect FlexHub's that are powered on. Tap the FlexHub to pair.



Note: If the FlexHub does not appear in the list, close the QuickPick app and repeat Steps 1-6 above.



Printing – Star Micronics

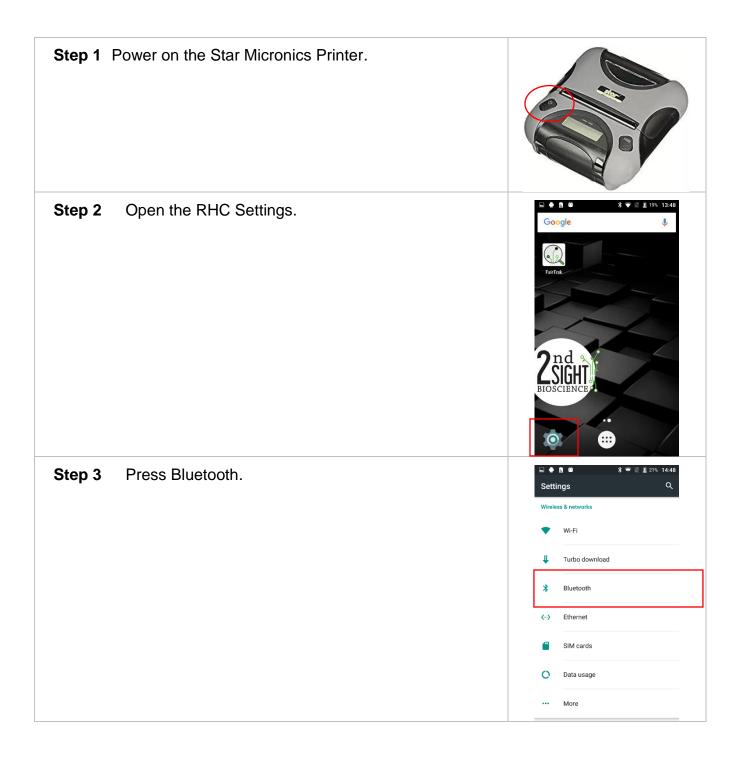
Enable printing of employee receipts from the "Summary," "In," and "Out" screens. Printing requires the purchase of a 2nd Sight FlexHub or Star Micronics rugged Bluetooth printer.

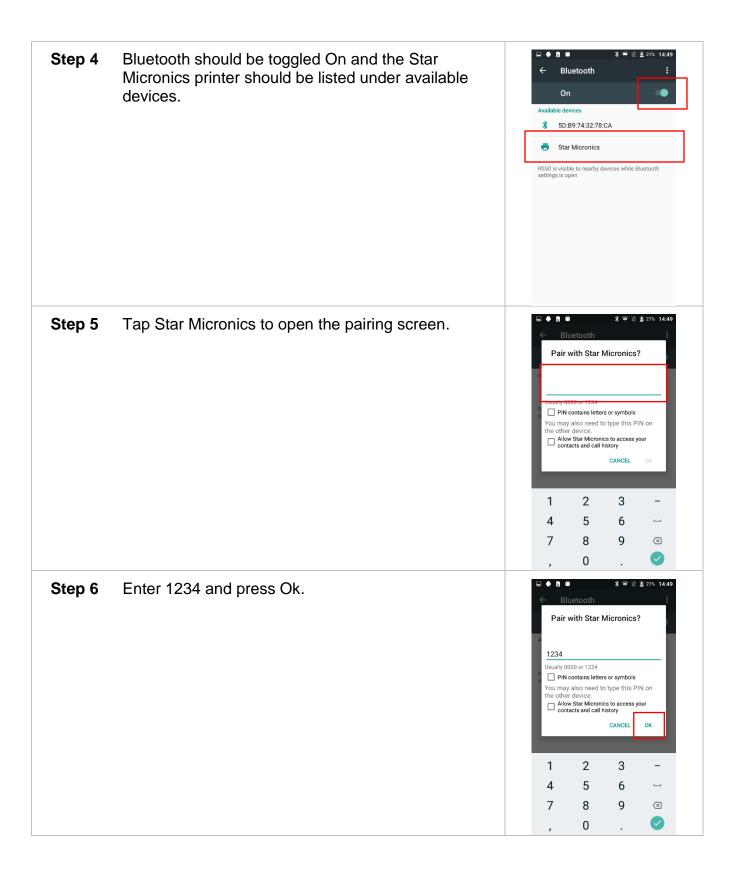


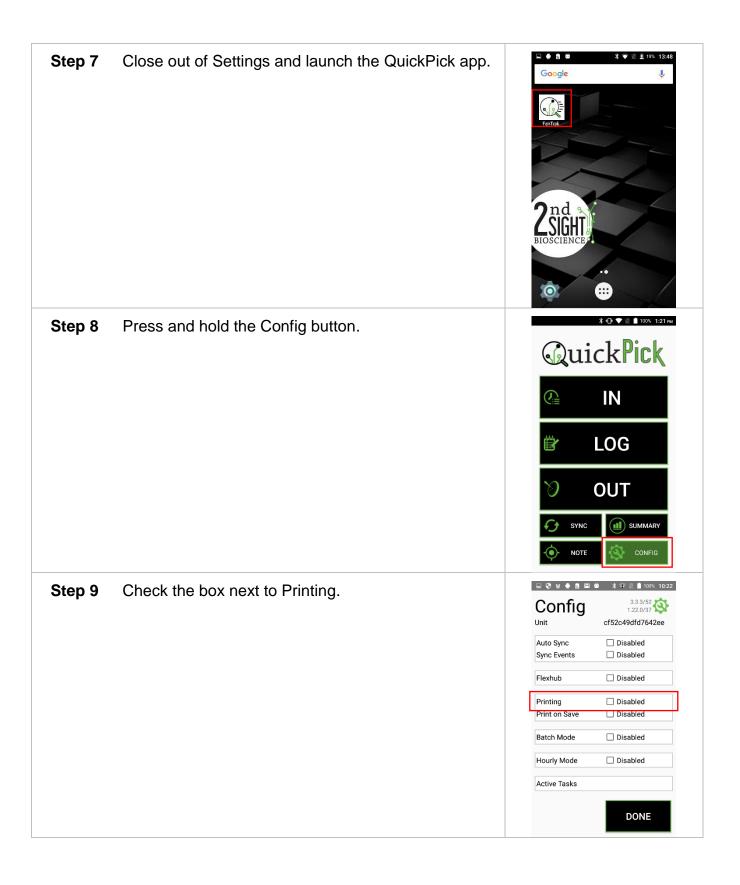
Star Micronics Rugged Bluetooth Printer



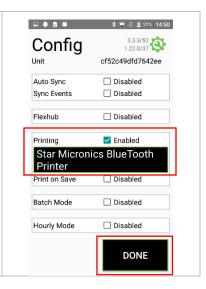
2nd Sight FlexHub







Step 10 The Star Micronics Printer should populate the menu. Press Done to finish pairing.

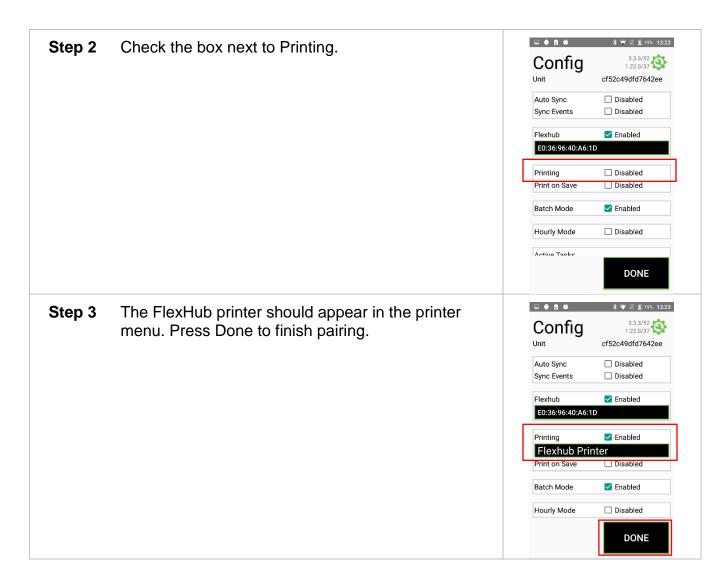


Printing – FlexHub

Enable printing of employee receipts from the "Summary," "In," and "Out" screens. Printing requires the purchase of a FlexHub or Star Micronics rugged Bluetooth printer. In order to enable printing with the FlexHub, you must first pair the RHC with the FlexHub. See instructions above.

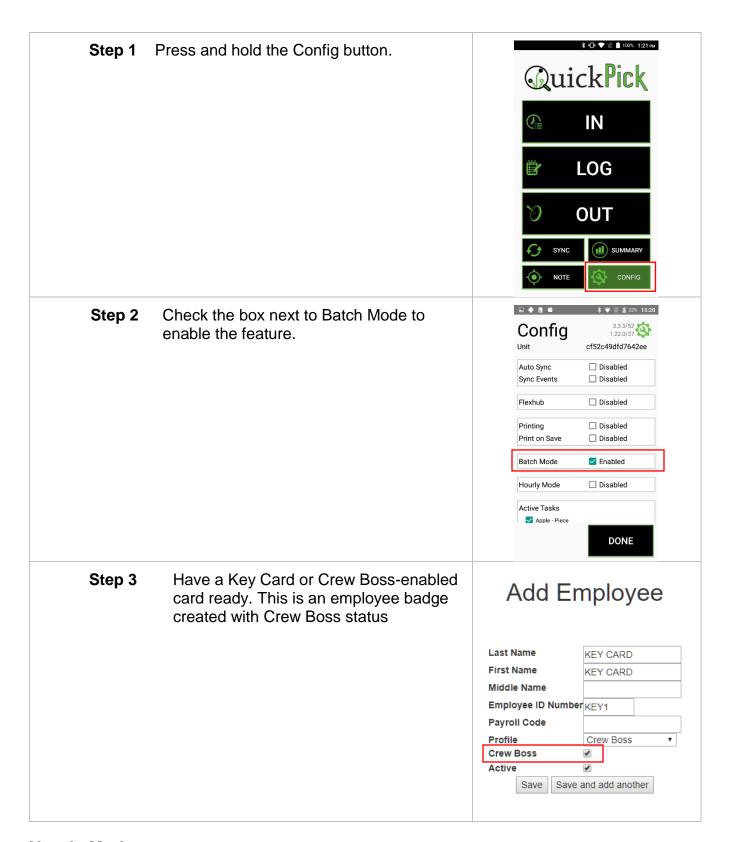
Step 1 Once paired with a FlexHub, press and hold the Config button.





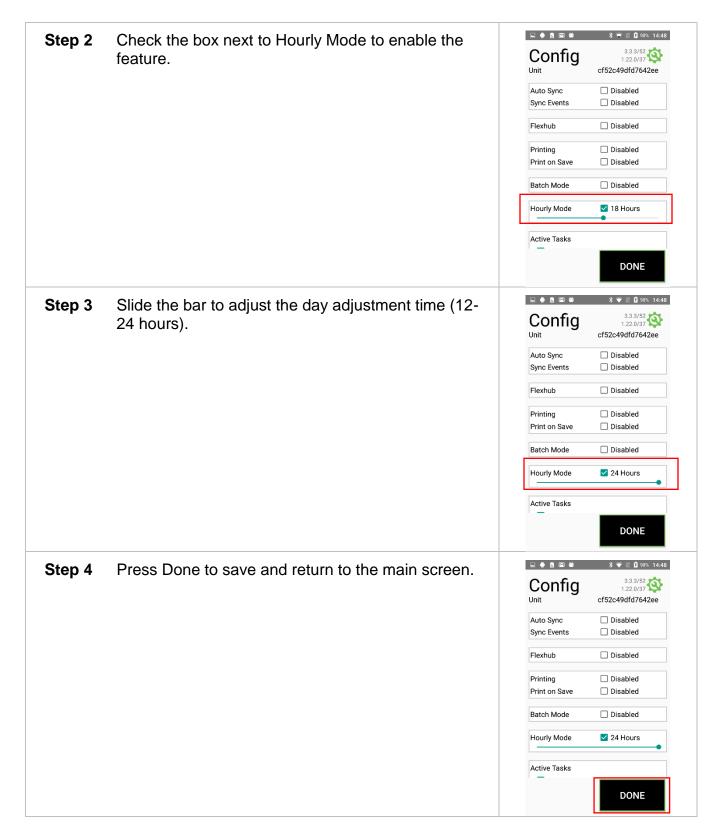
Batch Mode

The Batch Mode feature allows a field boss or crew boss to clock in, log, and clock out multiple employees without using individual employee badges. Batch Mode requires employees to initially clock in to the QuickPick using their employee badges on that day.



Hourly Mode

By default, the QuickPick app resets once the internal RHC clock goes past midnight. If you have employees who work over midnight, enabling Hourly Mode tells the QuickPick app that the work day should extend. This allows your midnight shift workers to utilize the clock functions and Summary screen.



Active Tasks

Hide certain Tasks from view on the clock in screen by selecting Tasks to be Active or Inactive.



Syncing Data

Syncing the RHC transfers information from your Customer Portal account to the RHC, and pushes data collected on the RHC to the Customer Portal. When you want to see data collected in the field on your Customer Portal account, you will need to Sync the RHC.



Note: Syncing requires the RHC to be connected to the internet via Wi-Fi or cellular network. Refer to the RHC-RS30 or RHC-RS50 User Manual for questions regarding Wi-fi connection.

Step 1 Select Sync.



Note: Tasks and Lists are created on the Customer Portal. Refer to the Customer Portal User Manual for instructions on creating Tasks and Lists.



Step 2 The RHC starts syncing, then flashes a "success" message when finished.



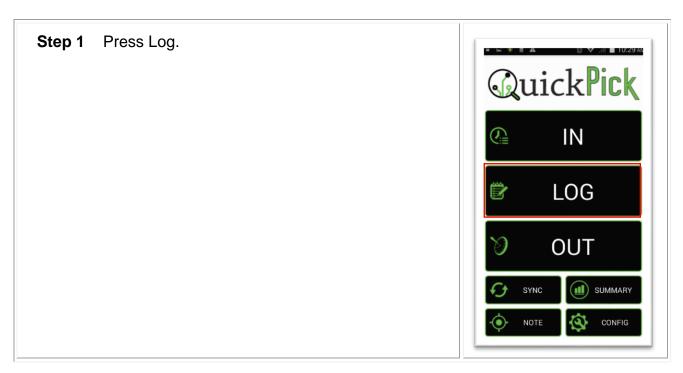


Harvest Setup

Only an employee with Crew Boss status or Key Card can set the Task, change List information, change the piece increment, and set the accepted time between scans. Before general employees can use the QuickPick for the first time, a Crew Boss must set the following information.

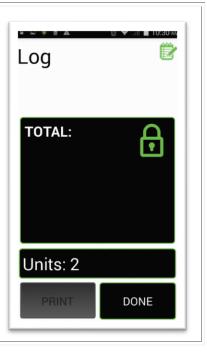
Add Employee





Step 2 Scan the Crew Boss/Key card to unlock the edit screen.





Step 3 Press the "Pick Task" bar to open the Task options.

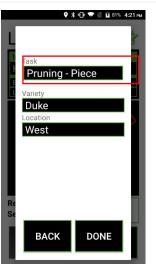
The red lock indicates that the user is in the setup screen that is unavailable to most employees.



Step 4 Press the Task menu to open the Task options.



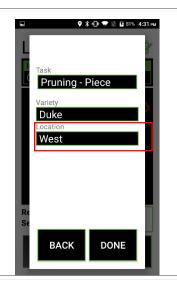
Note: Tasks and Lists are created on the Customer Portal. Only Piece, Unpaid Break, Paid Break, and Nonproductive type Tasks are used with the QuickPick. Refer to the Customer Portal User Manual for instructions on creating Tasks and Lists.



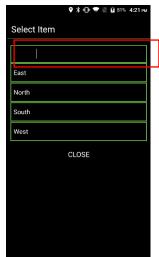
Step 5 Press the Task or use the search bar.



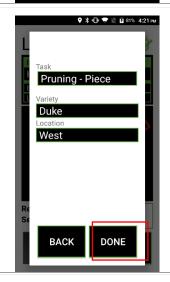
Step 6 Press the current List Item to open the List Item options.



Step 7 Press the appropriate List Item or use the Search box.



Step 8 Change other List Items as needed, then press Done.

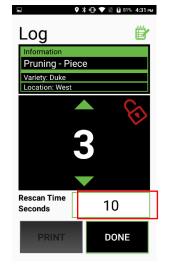


Step 9 Increase the piece increment by tapping the up arrow.

Decrease the piece increment by tapping the down arrow



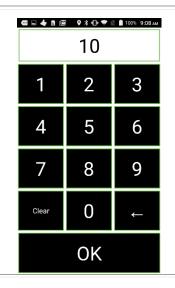
Step 10 Tap the box next to "Rescan Time Seconds" to set the acceptable time allowed between scans of the same employee on that RHC. This helps prevent cheating by "double-scanning."

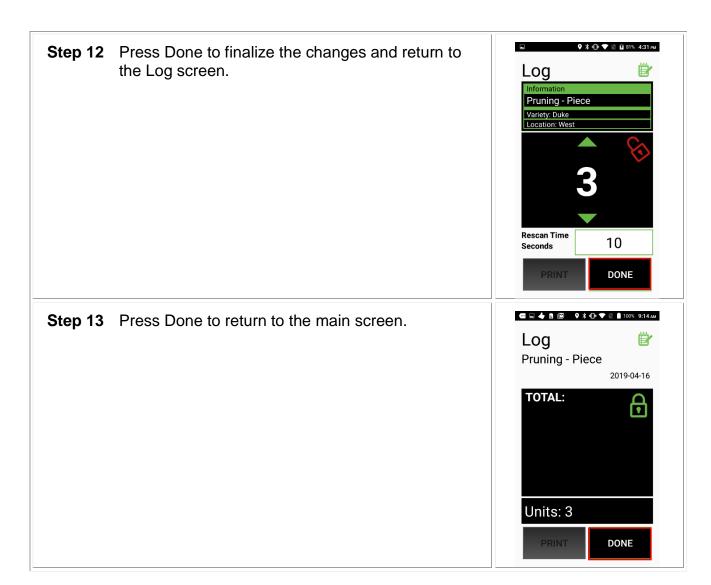




Note: To prevent cheating, the Customer Portal rejects all scans less than one second apart.

Step 11 Enter the time increment in seconds, then press Ok.

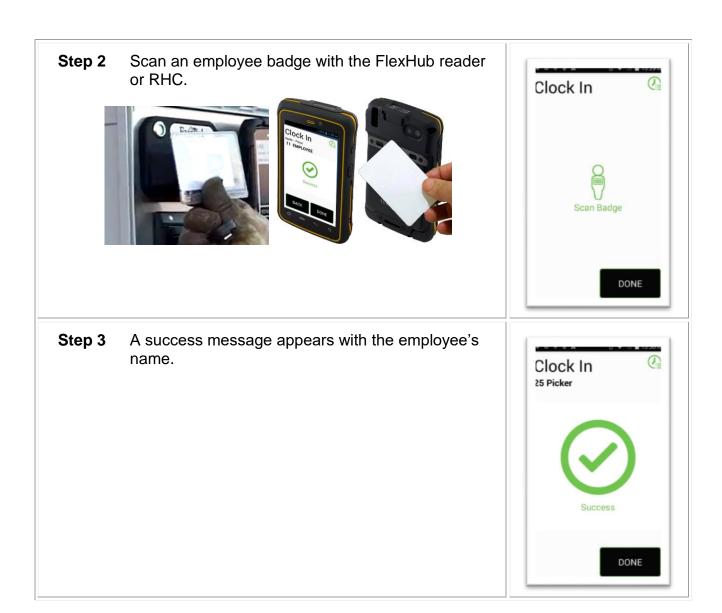




Clocking in

Do the following to clock in employees.

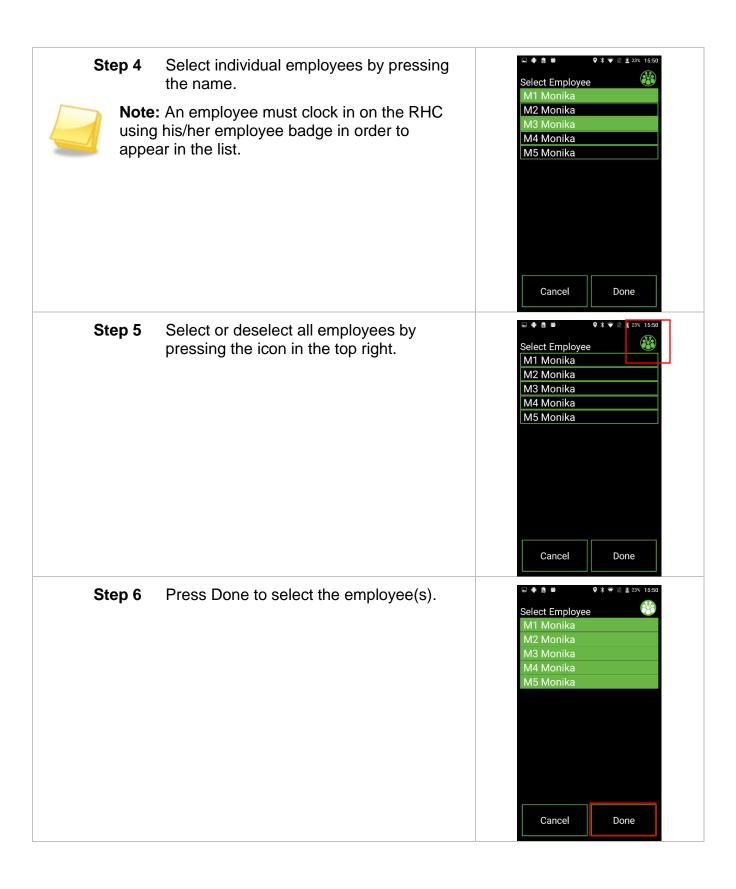


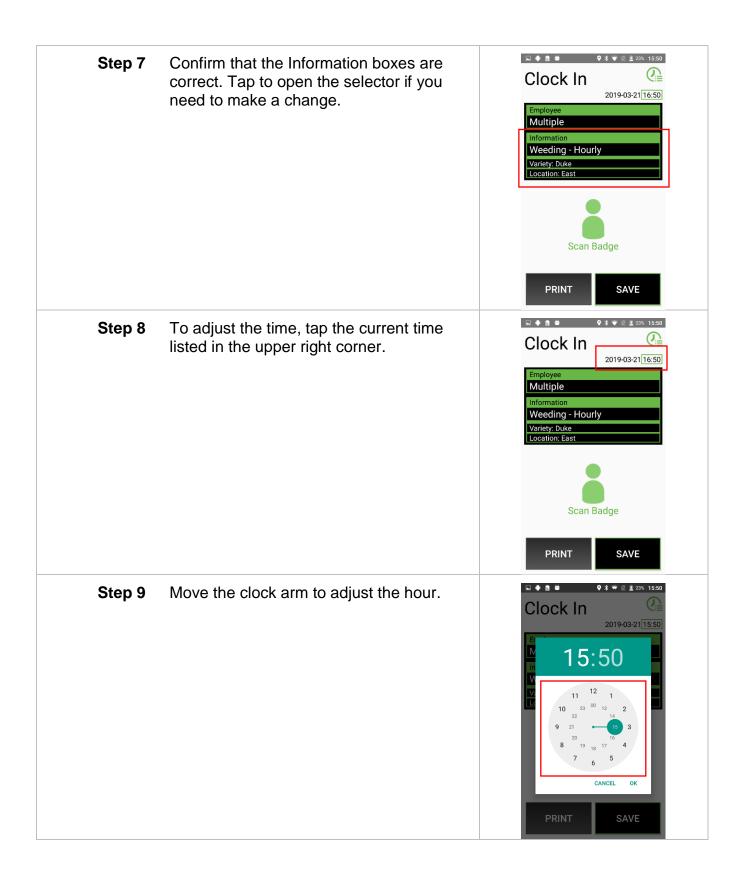


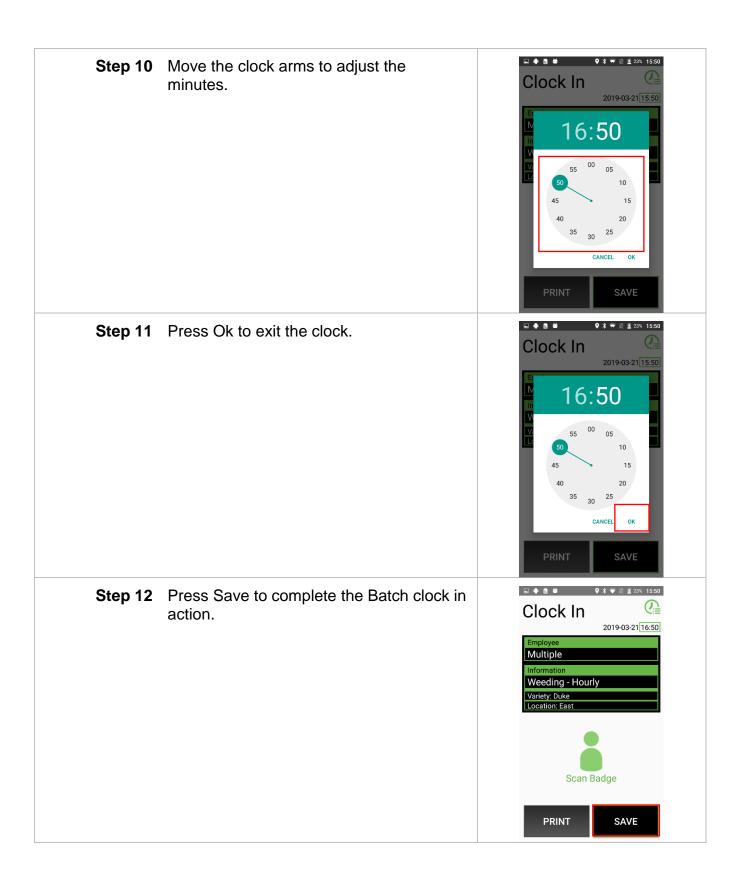
Batch Mode - Clock in

The Batch Mode feature allows a field boss or crew boss to clock in, log, and clock out multiple employees without using individual employee badges. Batch Mode requires employees to initially clock in to the QuickPick using their employee badges on that day.

Step 1 Have a Key Card or Crew Boss-enabled card Add Employee ready. This is an employee badge created with Crew Boss status. **Last Name** KEY CARD First Name KEY CARD Middle Name Employee ID Number KEY1 **Payroll Code** Profile Crew Boss **Crew Boss** * Active Save and add another \$ Ф ▼ № 100% 1:19 рм Step 2 To clock in one or more employees using Batch Mode, press In. **QuickPick** IN LOG **OUT** SUMMARY Scan the Key Card or Crew Boss-enabled Step 3 card.

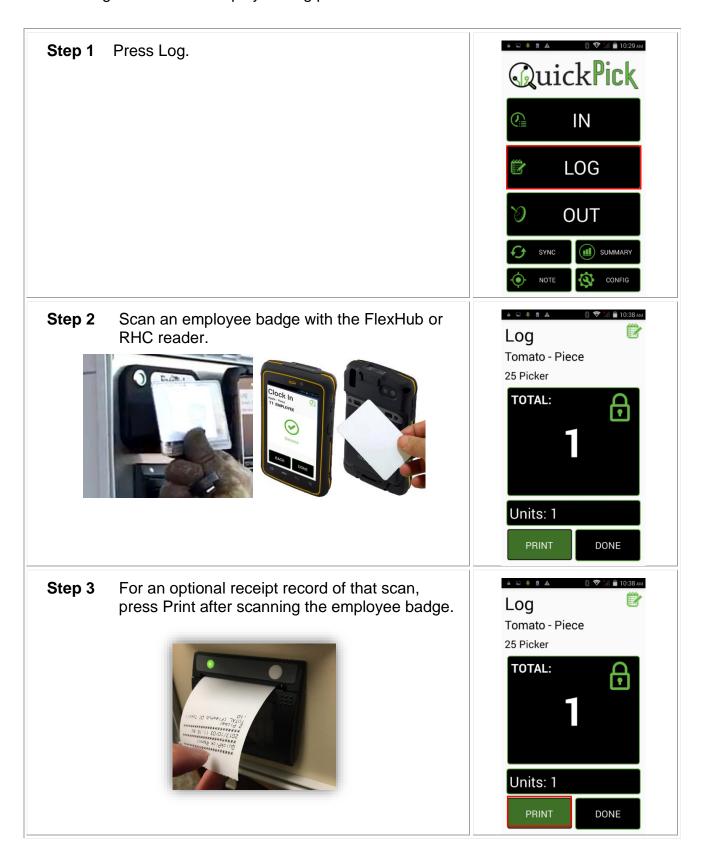


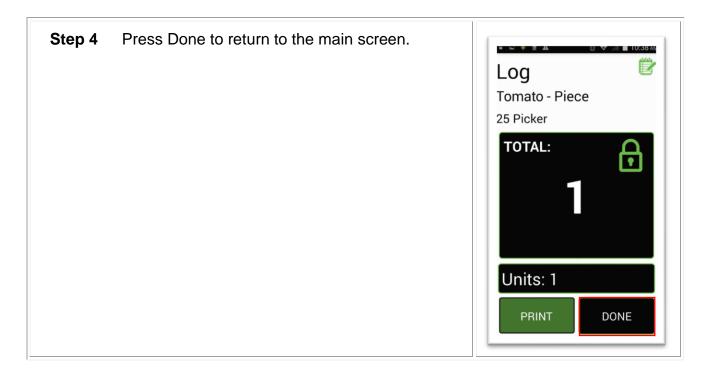




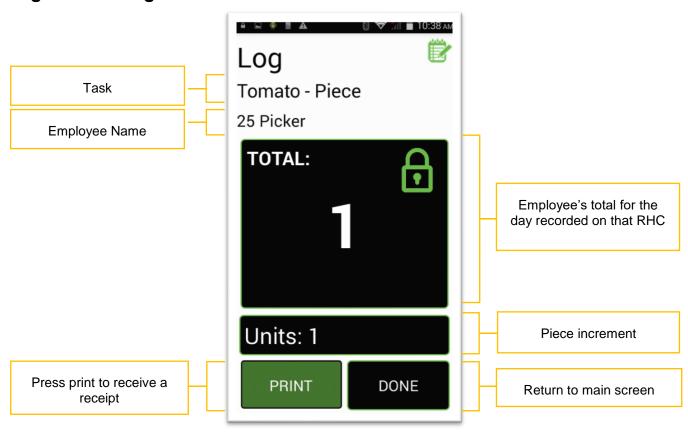
Logging Pieces

The following outlines how employees log pieces with the QuickPick.





Log Screen Diagram



Clocking Out

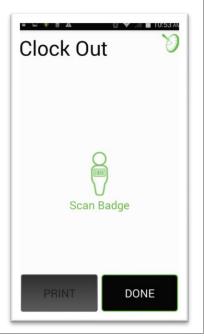
Do the following to clock out employees.



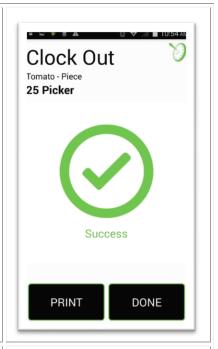


Step 2 Scan an employee badge with the FlexHub or RHC reader.



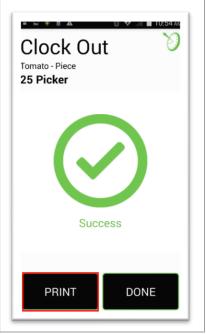


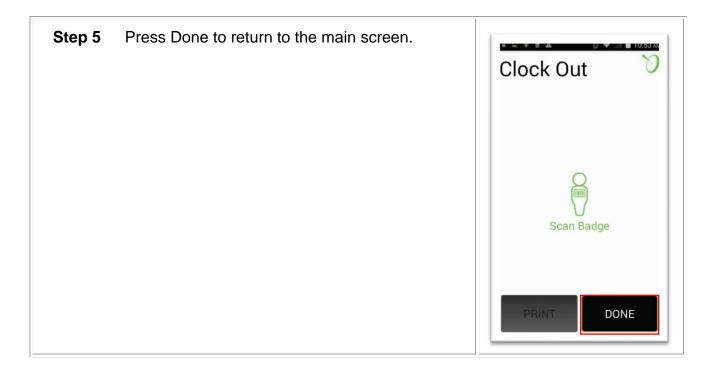
Step 3 A success message appears with the employee's name.



Step 4 Press Print to receive a totals receipt for that employee for that day recorded on that one RHC.



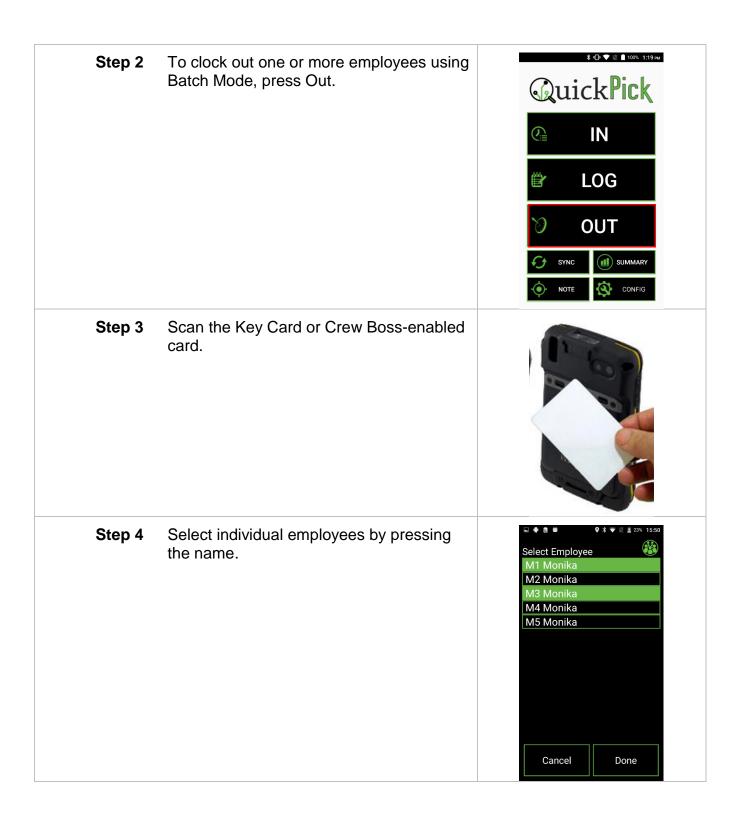


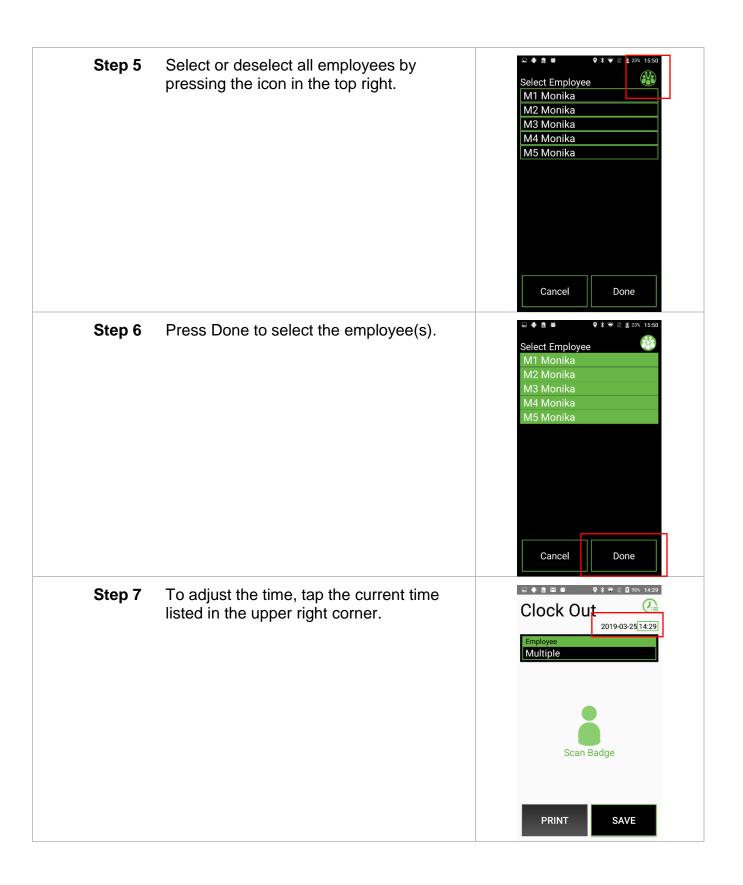


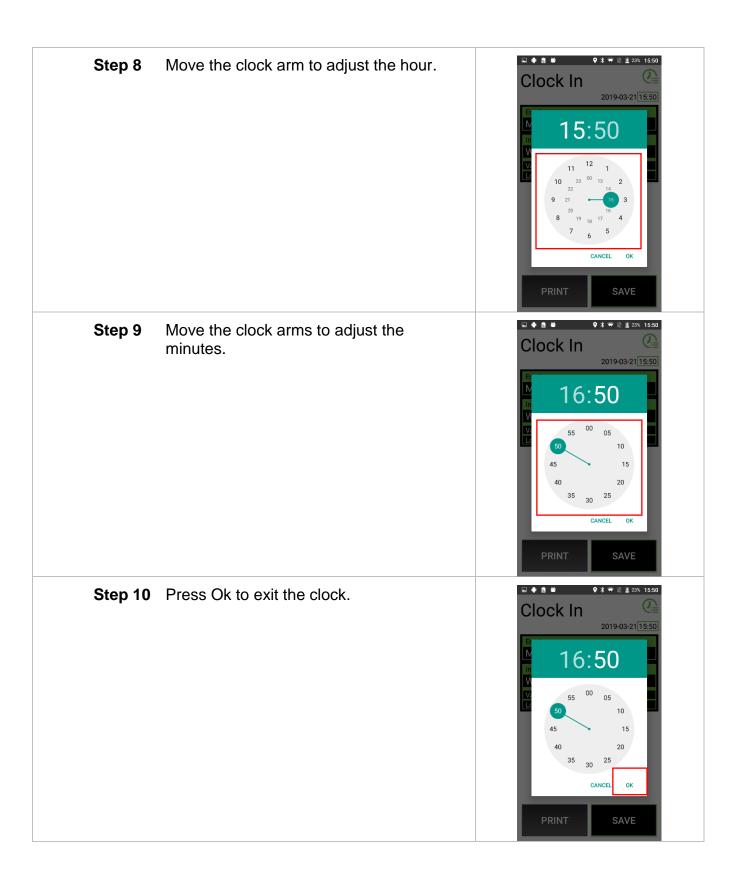
Batch Mode - Clock out

The Batch Mode feature allows a field boss or crew boss to clock in, log, and clock out multiple employees without using individual employee badges. Batch Mode requires employees to initially clock in to the QuickPick using their employee badges on that day. Batch Mode should be enabled in Config.

Step 1 Have a Key Card or Crew Boss-enabled card Add Employee ready. This is an employee badge created with Crew Boss status. **Last Name** KEY CARD First Name KEY CARD Middle Name Employee ID Number KEY1 Payroll Code Profile Crew Boss **Crew Boss** * Active Save and add another



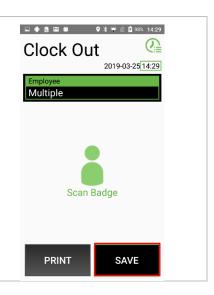




Step 11 Press Save to complete the Batch clock out action.

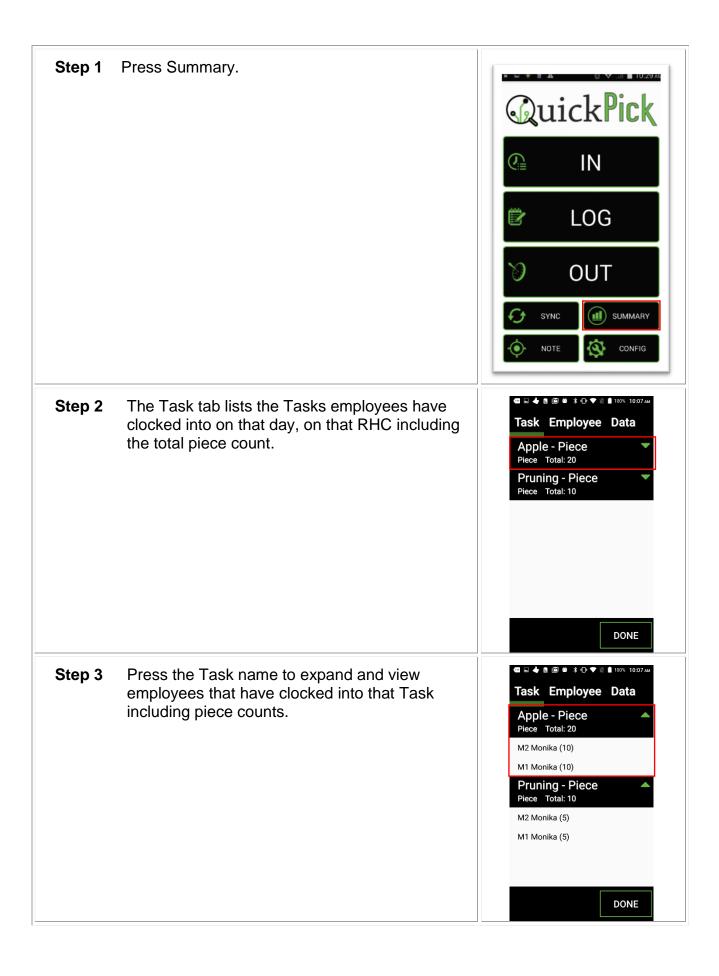


Note: Clocking out using Batch Mode does not support printing. To print summary receipts, press Done to return to the main screen, then press Summary then the Employee tab.



Summary Screen

The summary screen lists QuickPick data collected on the RHC for that day for your reference.

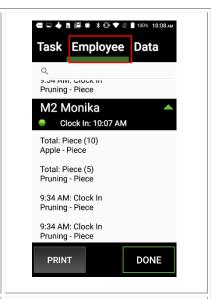


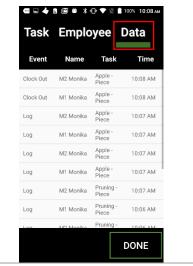
Step 4 Press the Employee tab to see data broken out by employee for that day, on that RHC.

- A red light indicates the employee is currently clocked out of a Task.
- A green light indicates the employee is currently clocked in to a Task.
- Each line indicates a clock in event, clock out event, or total number of logged pieces per Task.

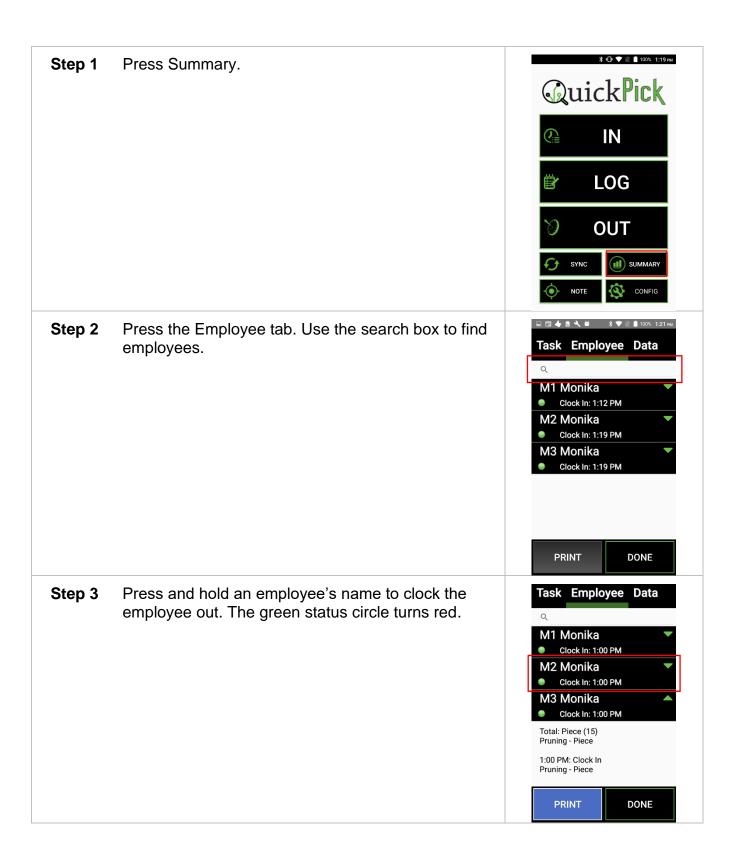
Optional Press the arrow to expand /collapse the details. **Optional** Press "Print" to print all "expanded" records.

Step 5 Press the Data tab to see a list of the 100 most recent entries recorded on the RHC, on that day.





Clock out from Summary

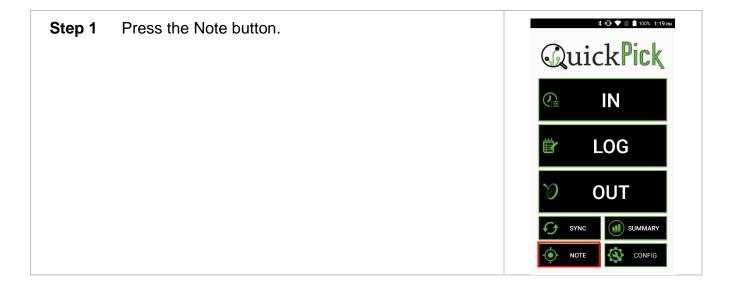


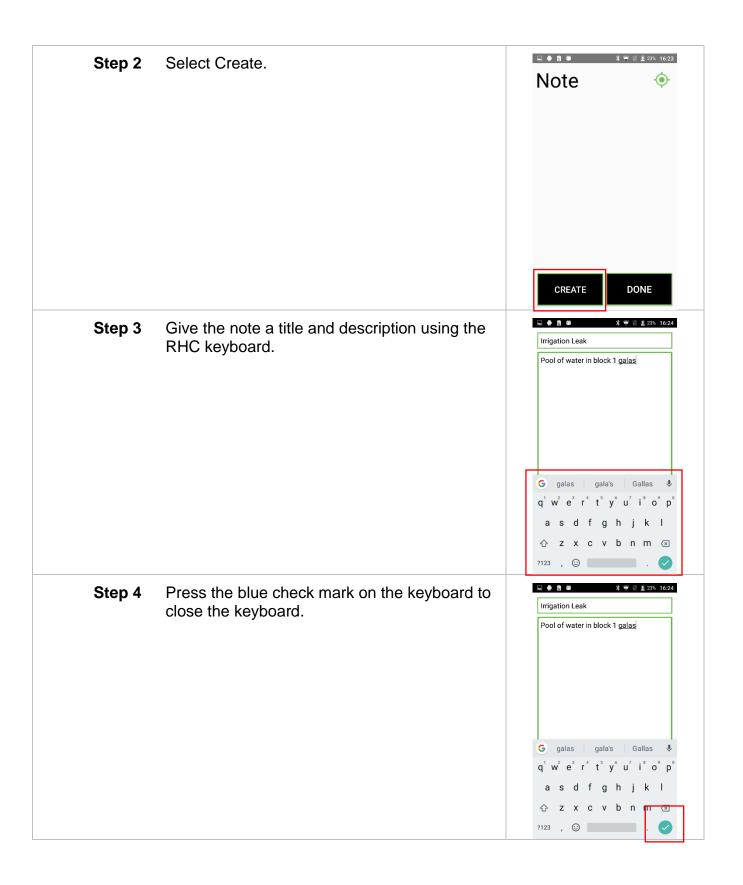
Step 4 Press and hold the employee's name again to clock Task Employee Data him/her back into the Task previously clocked into. Clock In: 1:00 PM M2 Monika Clock In: 1:00 PM M3 Monika Clock Out: 1:04 PM 1:04 PM: Clock Out Pruning - Piece Total: Piece (15) Pruning - Piece 1:00 PM: Clock In Pruning - Piece **PRINT** DONE Step 5 Press Done to return to the main screen. Task Employee Data Note: New entries appear indicating that the Clock In: 1:00 PM M3 Monika employee was clocked out and then clocked back Clock In: 1:04 PM in 1:04 PM: Clock In Pruning - Piece 1:04 PM: Clock Out Pruning - Piece Total: Piece (15) Pruning - Piece 1:00 PM: Clock In Pruning - Piece DONE **PRINT**

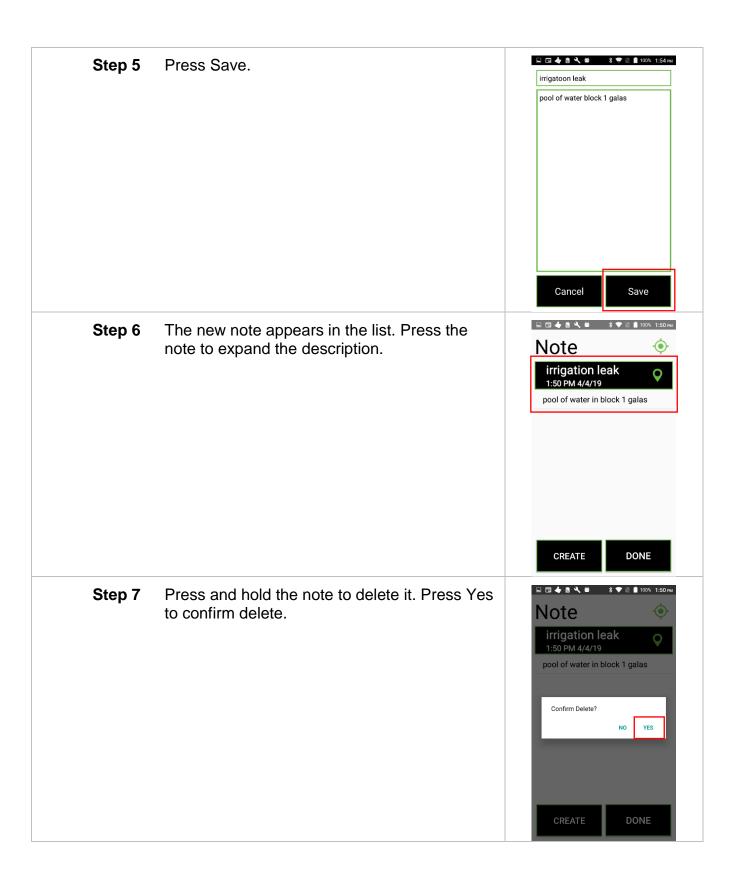
Notes

The Note section allows a user to create notes out in the field, tag this note with a GPS location, and sync these notes up to the Customer Portal.

Taking Notes







Picker Receipts

Clock in receipts contain the following information:

QuickPick Clock in

10:00 AM 4/16/19

Customer ID: 32451243 Unit: 8195bdb3b52601d7 Sync: 09:00 AM 4/15/19

John Smith

Badge 2437859304

App Name & Event

Time & Date of Print

Customer ID Number RHC Unit ID Number Last Sync Time & Date

Employee Name Employee RFID Badge Number

Log receipts contain the following information:

QuickPick Log

10:00 AM 4/16/19

Customer ID: 32451243 Unit: 8195bdb3b52601d7

Sync: 09:00 AM 4/15/19

John Smith

Badge 2437859304

Apple Harvest

01d7 Total: 5 App Name & Event

Time & Date of Print

Customer ID Number RHC Unit ID Number Last Sync Time & Date

> Employee Name Employee RFID Badge Number

Task Name Last 4 Digits of Unit ID Total Units for Task Clock out receipts contain the following information:

QuickPick Clock Out

10:00 AM 4/16/19

Customer ID: 32451243 Unit: 8195bdb3b52601d7 Sync: 09:00 AM 4/15/19

John Smith

Badge 2437859304

Apple Harvest

01d7 Total: 5

Pruning 01d7 Total: 5 App Name & Event

Time & Date of Print

Customer ID Number RHC Unit ID Number Last Sync Time & Date



Employee Name Employee RFID Badge Number

Task Name Last 4 Digits of Unit ID Total Units for Task

Task Name Last 4 Digits of Unit ID Total Units for Task

Summary receipts contain the following information:

QuickPick Summary

10:00 AM 4/16/19

Customer ID: 32451243 Unit: 8195bdb3b52601d7 Sync: 09:00 AM 4/15/19

John Smith

Badge 2437859304

Apple Harvest

01d7 Total: 5

Pruning 01d7 Total: 10

Clock out 8:49 PM

Unit: 01d7 Apple Harvest

Piece

Apple Harvest

01d7 Total: 10

Clock in 8:00 AM

Unit: 01d7 Apple Harvest

Piece Pruning 01d7 Total: 5

Clock in 7:35 AM

Unit: 01d7 Pruning App Name & Event

Time & Date of Print

Customer ID Number RHC Unit ID Number Last Sync Time & Date

Employee Name Employee RFID Badge Number

Task Name Last 4 Digits of Unit ID Total Units for Task



Task Name Last 4 Digits of Unit ID Total Units for Task

Clock out Event Last 4 Digits of Unit ID Task Name

Task Type
Task Name
Last 4 Digits of Unit ID
Total Units for Task

Clock in Event Last 4 Digits of Unit ID Task Name

Task Type
Task Name
Last 4 Digits of Unit ID
Total Units for Task

Clock in Event Last 4 Digits of Unit ID Task Name

RHC Data Share

Transfer data between RHCs using Wi-Fi direct transfer.

