



FairPick Flex™  
Harvest Scale System  
User Manual

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Updated: May 2023

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# GENERAL INFORMATION

## *Introduction*

Thank you for purchasing the FairPick Flex™. The FairPick Flex harvest scale system electronically records field data of hand-harvested produce.

This manual provides users information about the FairPick Flex's safe and optimal operation.

For your safety, it is critical that you carefully read and follow all warnings and cautions in this manual. The FairPick Flex must only be used in the manner for which it is intended. Any other use of the FairPick Flex 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.



**CAUTION: Electric shock hazard. This equipment is to be serviced by trained personnel only.**



**CAUTION: Pinch point – keep hands clear.**



**CAUTION: Heavy, team or mechanical lift.**



**CAUTION: Sharp edges – handle with care.**



## ***System Requirements***

### **Weighing Station**

- Scale capacity: 150 lb. (68 kg)
- Scale dimensions: 16.5" x 20.5" (40.6 x 50.8 cm)
- Power: 110-120 VAC, 50/60 Hz, 5A
- Operating Temperature: 14°F to 104° F / -10°C to 40°C
- Humidity: 95% RH, non-condensing
- Ruggedized Handheld Computer (RHC)

### **Web Portal Account**

Secure website where user manages account information, settings, and data. Web address: <http://portal.2ndsightbio.com>

### **Registration Station App with RFID USB Reader/Writer (Zadig Driver Required)**

2<sup>nd</sup> Sight Windows-based app used to program RFID employee badges, RFID tags, and other function cards.

### **RFID PVC Cards**

13.56 MHz RFID Chip Technology with PVC card covering

## TERMS AND DEFINITIONS

Term	Definition
<b>2<sup>nd</sup> Sight Icon</b>	<i>Image shortcut that launches the Registration Station or other 2<sup>nd</sup> Sight apps.</i>
<b>Charging Cable</b>	<i>Cables used to provide power to the scale system's electronics box, also called <b>FlexHub</b></i>
<b>Clock-Out Receipt</b>	<i>Printout of <b>employee's</b> total weights for the day registered on one <b>FairPick Flex system</b>.</i>
<b>Container</b>	<i>Any receptacle used to hold, transport, and carry fruits, vegetables, or produce.</i>
<b>Crew Boss</b>	<i>A person in supervisory charge of <b>employee(s)</b> who is given additional admin rights to unlock system features.</i>
<b>Customer ID</b>	<i>A unique code used to identify a company in the 2<sup>nd</sup> Sight Web Portal.</i>
<b>Web Portal</b>	<i>Secure website where users enter harvesting information, manage employees, download data, and view uploaded data and reports. Web Portal address: <a href="http://portal.2ndsightbio.com">http://portal.2ndsightbio.com</a>.</i>
<b>Customer Secret</b>	<i>A unique code used to identify a company in the 2<sup>nd</sup> Sight Web Portal.</i>
<b>Employee Badge</b>	<i>Radio-frequency identification (RFID) card assigned to an employee.</i>
<b>FlexHub</b>	<i>Electronics box containing the battery, printer, and external RFID reader to which the RHC connects via cable for charging and Bluetooth for data transmission.</i>
<b>Leveling Mechanism</b>	<i>A FairPick Pro Rugged feature. Adjustable knob that allows the <b>Scale Platform</b> to tilt left or right on uneven surfaces, ensuring accuracy of recorded weights.</i>
<b>Lid</b>	<i>Plastic cover used to protect the <b>FlexHub</b> box.</i>
<b>Lid Latches</b>	<i>Locking mechanisms used to secure the <b>FlexHub Lid</b> to protect the electronics.</i>
<b>Password</b>	<i>A secret word or phrase that must be used to gain access to administrator functions on the <b>Web Portal</b> and <b>Registration Station</b> application</i>

<b>Employee</b>	<i>Person who works for an employer, in the context of FairPick Flex, generally harvesting fruits and/or vegetables. Sometimes referred to as “picker.”</i>
<b>Power Button</b>	<i>Button that turns devices on and off.</i>
<b>Registration Station Application</b>	<i>2<sup>nd</sup> Sight software used to program <b>Employee Badges</b></i>
<b>RFID Reader/Writer</b>	<i>USB device that reads and writes data to radio-frequency identification (RFID) cards, bracelets, and labels.</i>
<b>RHC Charging Dock</b>	<i>A cradle, independent of the FlexHub that charges the RHC battery.</i>
<b>Router</b>	<i>The internet Access Point (AP) through which harvest data uploads to the secure server and Web Portal.</i>
<b>Ruggedized Handheld Computer (RHC)</b>	<i>An Android-based device that runs the FairPick Flex app and other 2<sup>nd</sup> Sight apps.</i>
<b>Scale Platform</b>	<i>The metal cover that sits on top of the scale on which <b>employees</b> set harvesting <b>Containers</b> to measure the weight of produce.</i>
<b>Stabilization Foot</b>	<i>Adjustable, threaded foot used to steady the <b>Weighing Station frame</b> on uneven surfaces.</i>
<b>Username</b>	<i>An identification code used to access administrator functions on the <b>Web Portal</b>.</i>
<b>Weighing Station</b>	<i>Portable field unit <b>employee(s)</b> use to weigh fruits and/or vegetables.</i>



# INSTALLATION

## *Unpacking and Inspection*



The FairPick Flex system weighs approximately 40lbs (18 kg) and may require two people to lift it. Failure to follow proper handling and lifting techniques could result in injury.

Unpack the boxes and examine their contents. If anything is missing or damaged, contact your 2<sup>nd</sup> Sight sales representative at 509-381-2112 or at [info@2ndsightbio.com](mailto:info@2ndsightbio.com).

The standard FairPick Flex box (FP00009) contains:

Sales Part#	Part Description	Quantity
FH00002	FlexHub for FairPick Flex - Scale Ready	1
FP00002	FairPick Pro Charger	1
FP00003	Custom Mettler-Toledo Scale	1
FP00011	Notched Scale Platter	1
FT00014	2nd Sight Ruggedized Handheld Computer (RHC-RS50)	1

### Unpacking the Box

- Step 1** Carefully open the top of the box by using a box cutter or utility knife.
- Step 2** Remove the accessories box, and place it in a safe location.
- Step 3** Use the box cutter or utility knife to cut two side seams of the box from top to bottom.
- Step 4** Remove the FairPick Flex system components from the new opening in the side of the box.



**NOTE:** Please keep and store the FairPick Flex's original packaging. If you need to return the FairPick Flex, you will need to use the original packaging. Failure to do so may result in damage to the equipment.

## Scale Feet to Scale Assembly

- Step 1** Remove the Scale from the box, and invert the scale.
- Step 2** Place the M10 lock washers onto the M10X16mm feet bolts.
- Step 3** Insert the bolts thread into the corresponding holes in the scale.
- Step 4** Using the M6 allen wrench, tighten all 4 feet bolts.

## FlexHub to Scale Assembly

- Step 1** Insert the male plug from the FlexHub box into the female plug end of the scale.



**NOTE:** The male and female ends of the electrical plug are keyed. They go together in one orientation. Look at the end of the plug (male end) and the connection on the scale (female end). Match them properly when you put them together or you may damage the equipment.

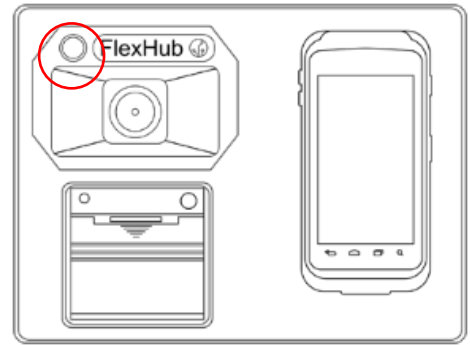


**WARNING:** When they have been mated properly, you will need to tighten the nut on the end of the connection. Hand tighten **ONLY!** The nut will click into place. Once you feel this click, gently tug on the electrical connection to make sure that it is securely attached to the scale.



**Step 2** Open the FlexHub box by unlatching the two latches on the front bottom of the box. Lift the lid, and let it rest against the handle.

**Step 3** Turn on the FlexHub by pressing the power button. A green light appears around the button.



**NOTE: Remove all items from the Scale Platform/Scale BEFORE pressing the Power Button. Applying weight before turning on the scale will result in an inaccurate weight.**

**Step 4** Confirm the screen on the scale display under the scale tray shows zero as the GROSS WEIGHT.



**NOTE: If the scale doesn't power up, check on the electrical connection between the Scale and the FlexHub Box.**



**NOTE: If the connection appears tight by gently tugging on it, call 2nd Sight support for further assistance as the scale or electrical connection may be faulty.**



**WARNING: FlexHubs are powered by a lead acid battery. Completely discharging the battery may cause the battery to fail and not take a charge.**



**NOTE: If the FlexHub is completely discharged, plug the FlexHub into the charger, and let it charge overnight. If the FlexHub continues to not charge, contact 2nd Sight support for further assistance at 509-381-2112 or [info@2ndsightbio.com](mailto:info@2ndsightbio.com).**

## Setting the Scale GeoCal

2nd Sight uses Mettler Toledo scales, which require the user to set a GeoCal number before use. Refer to the tables below to determine the appropriate number.

### US Codes by Location

GeoCal <sup>®</sup> USA Location Codes					
State	Code	State	Code	State	Code
Alabama		Indiana		North Carolina	
Birmingham & North	13	North of Indianapolis	16	Raleigh & North	14
South of Birmingham	12	Indianapolis & South	15	South of Raleigh	13
Alaska		Iowa		North Dakota	18
Anchorage & South	23	North of Des Moines	17	Ohio	
Anchorage – Kotzebue	26	Des Moines & South	16	Akron & North	16
North of Kotzebue	27	Kansas	14	South of Akron	15
Arizona		Kentucky	14	Oklahoma	13
Phoenix & North	12	Louisiana	12	Oregon	
South of Phoenix	11	Maine	18	Salem & North	18
Arkansas	13	Maryland	15	Salem - Oakridge	17
California		Massachusetts	17	South of Oakridge	16
North of Chico	16	Michigan		Pennsylvania	16
Chico – San Francisco	15	NO of Lake Michigan	18	Rhode Island	16
San Fran. - Bakersfield	14	SE of Lake Michigan	17	South Carolina	13
South of Bakersfield	13	Minnesota	18	South Dakota	17
Colorado		Mississippi		Tennessee	13
Denver & North	13	Kosciusko & North	13	Texas	
South of Denver	12	South of Kosciusko	12	NE of Colorado River	12
Connecticut	16	Missouri		SW of Colorado River	11
Delaware	15	North of Springfield	15	Utah	13
Florida		Springfield & South	14	Vermont	17
West Palm Beach & North	11	Montana		Virginia	14
South of West Palm Beach	10	Helena & North	18	Washington, DC	15
Georgia	12	South of Helena	17	Washington State	18
Hawaii	9	Nebraska	15	West Virginia	15
Idaho		Nevada	13	Wisconsin	
North of Salmon River Mt.	17	New Hampshire	17	Green Bay & North	18
South of Salmon River Mt.	16	New Jersey	16	South of Green Bay	17
Illinois		New Mexico	11	Wyoming	
Bloomington & North	16	New York		North of Casper	15
South of Bloomington	15	Albany & North	17	Casper & South	14
		South of Albany	16		

## Canada

GeoCal® Canada Location Codes					
Province	Code	Province	Code	Province	Code
Alberta		New found land		Prince Edward Island	
Calgary	19	Come by Chance	19	Charlottetown	19
Edmonton	21	St. John's	19		
				Quebec	19
British Columbia		Nova Scotia		Charlesbourg	18
Vancouver	20	Halifax	18	Montreal	19
Victoria	19			Trois Rivières	19
Prince Rupert	22			Ville de Québec	
		Ontario			20
Manitoba		Ottawa	18	Saskatchewan	21
Moose Jaw	20	Sudbury	18	Regina	
Winnipeg	20	Thunder Bay	20	Saskatoon	
		Toronto	17		
New Brunswick		Windsor	16		
Moncton	19				
Saint-John	18				

## Europe

Country	Geographical latitude	Geo Code value
Austria	46°22' – 49°01'	18
Belgium	49°30' – 51°30'	21
Bulgaria	41°41' – 44°13'	16
Croatia	42°24' – 46°32'	18
Czechia	48°34' – 51°03'	20
Denmark	54°34' – 57°45'	23
Estonia	57°30' – 59°40'	24
Finland	59°48' – 64°00'	25
	64°00' – 70°05'	26
France	41°20' – 45°00'	17
	45°00' – 51°00'	19
Germany	47°00' – 55°00'	20
Greece	34°48' – 41°45'	15
Hungary	45°45' – 48°35'	19
Iceland	63°17' – 67°09'	26
Ireland	51°05' – 55°05'	22
Italy	35°47' – 47°05'	17
Latvia	55°30' – 58°04'	23

Country	Geographical latitude	Geo Code value
Liechtenstein	47°03' – 47°14'	18
Lithuania	53°54' – 56°24'	22
Luxemburg	49°27' – 50°11'	20
Netherlands	50°46' – 53°32'	21
Norway	57°57' – 64°00'	24
	64°00' – 71°11'	26
Poland	49°00' – 54°30'	21
Portugal	36°58' – 42°10'	15
Romania	43°37' – 48°15'	18
Slovakia	47°44' – 49°46'	19
Slovenia	45°26' – 46°35'	18
Spain	36°00' – 43°47'	15
Sweden	55°20' – 62°00'	24
	62°00' – 69°04'	26
Switzerland	45°49' – 47°49'	18
Turkey	35°51' – 42°06'	16
United Kingdom	49°00' – 55°00'	21
	55°00' – 62°00'	23

**Step 1** Carefully remove the round cover from the bottom scale screen to access the control buttons. Follow the flow chart below to set the GeoCal.

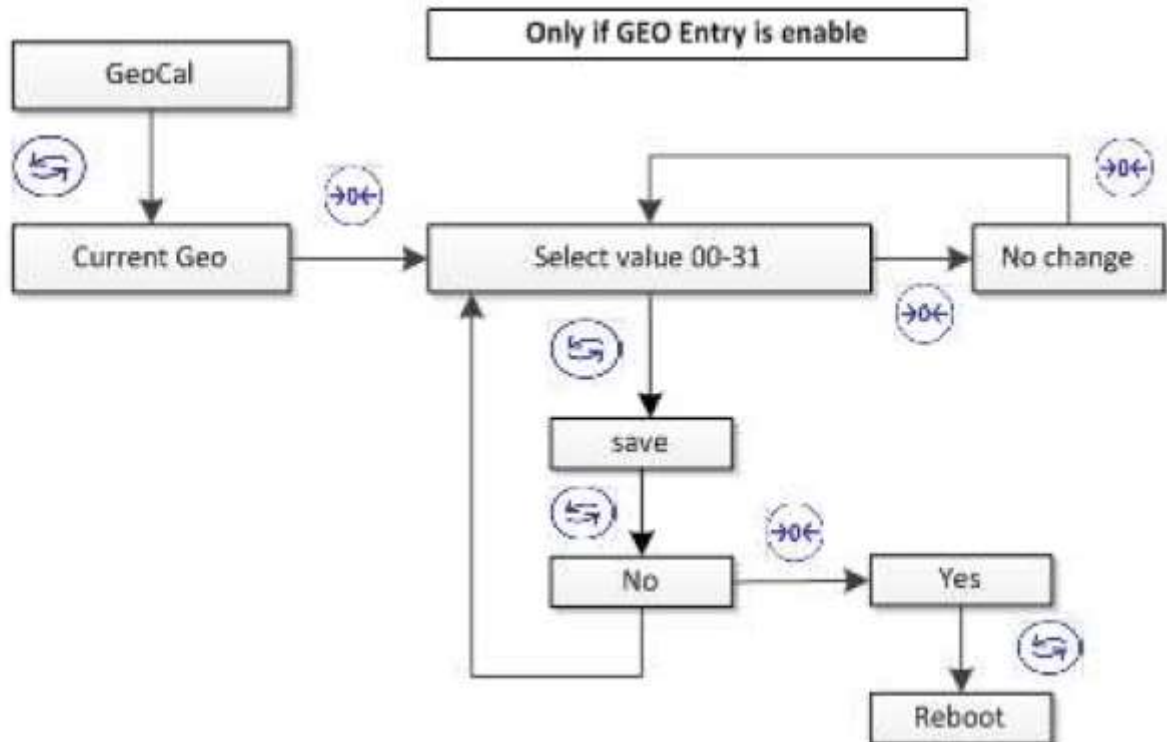
# Basic Display – 7 Segment



- Note: The 7 segment display has limitations in displaying all alpha characters. For example, the letter "m" cannot be displayed, and will be replaced with an "n."

This display includes a **Unit Switch** key and a **Zero** key. All functionality is accessed using these buttons.

After entering Setup, the scale will display the Geo-Cal function on the first power up only if the parameter is enabled. Use the ZERO key to scroll through the selection of codes 00-31, and the UNITS key to accept the selection.



## Scale Calibration

The Scale comes pre-calibrated from the factory, can support a load of up to 150 pounds, and is accurate to within 0.05 pounds.

Scales used in a “commercial” application must be approved by the National Type Evaluation Program (NTEP) and have a Certificate of Conformance (CC or CoC) number assigned to them. That number is listed on the main screen along with the Make, Model, and Capacity information. 2nd Sight scales have NTEP certification.

State law governs what is required when a new commercial scale is put into “commercial service.” A state Weights and Measures inspector may inspect your scale periodically. It is your responsibility to follow state law regarding scale use, maintenance and calibration.



**WARNING: Scale accuracy depends upon the scale being level. Ensure that the bubble is centered in the bubble level before use. Scales become inaccurate when they are more than 10 degrees out of level in any direction. To ensure accurate weights, make sure to level the scale before use.**



**Note: Consult the Mettler-Toledo BC Scale User Manual for further details about the FairPick scale. See [https://www.mt.com/us/en/home/library/operating-instructions/industrial-scales/GSP\\_BC\\_Scale\\_SM.html](https://www.mt.com/us/en/home/library/operating-instructions/industrial-scales/GSP_BC_Scale_SM.html).**

### ***FairPick Flex on Frame - Scale Leveling Adjustment***

If the FairPick Flex system is attached to a standard FairPick weighing station frame, it will need slight adjustments after it is moved and before it is ready to weigh produce. To adjust the Weighing Station:



**CAUTION: The Scale should be leveled to 10 degrees or less to safely operate and guarantee accurate measurements. Typically, if the scale platform looks level, it is.**

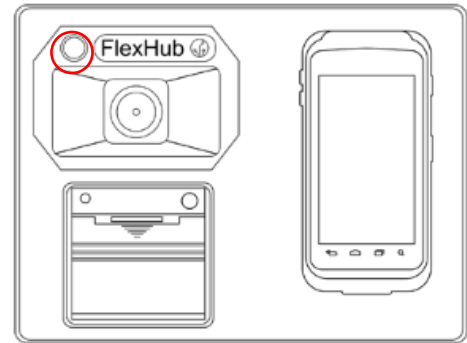
- Step 1** Level the scale platform by turning the Leveling Feet located on the bottom of the scale. Turn counterclockwise to extend and clockwise to shorten.
- Step 2** Lift the scale platform off the scale to view the bubble level and level the unit.

# USING FAIRPICK FLEX

## Powering on the FlexHub

Turn the FlexHub on by pressing the power button. A green light appears around the button.

If the FlexHub does not power on, the battery may be drained and need charging.

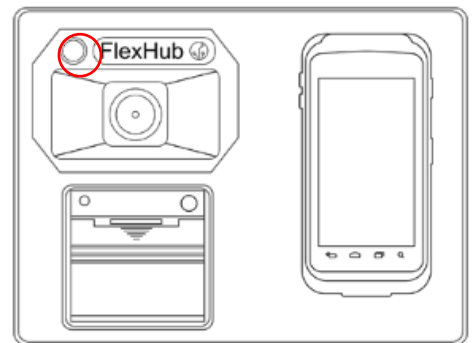


**NOTE: Remove all items from the Scale Platform/Scale BEFORE pressing the Power Button. Weight on the scale while powering up causes weight inaccuracies.**

## Charging the FlexHub

**Step 1** To charge both the FlexHub and RHC simultaneously, press the Power Button to power on the FlexHub.

**Step 2** Power down the RHC.



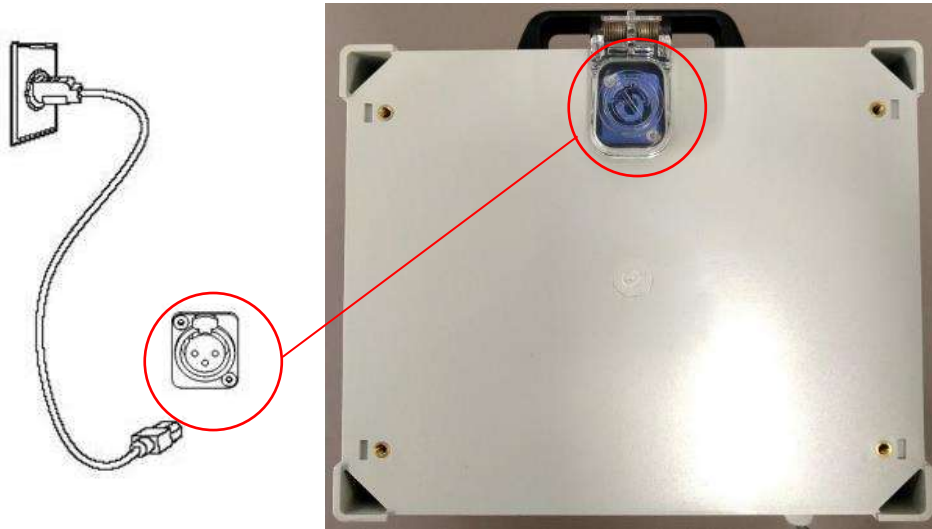




**NOTE:** It takes approximately eight (8) hours to fully charge the FlexHub battery. 2<sup>nd</sup> Sight recommends charging the FlexHub at the end of each day of harvest.

At the end of the season, keep the FlexHub plugged into the charger, to “trickle charge.”

**Step 3** Connect the Charging Cable to the Charging Port, found on the back of the FlexHub, and to an 110V power supply.



**Step 4** Insert and rotate right until it clicks.



**Step 5** When the unit charges, the charger display will exhibit rolling dots. Solid green lights mean it is fully charged. The number of solid “dots” indicates the degree of charge. Below, 2 green dots show this unit is partially charged.



**Step 6** When the battery is fully charged, carefully unplug the Charging Cable from the Charging Port and from the FlexHub by pulling back the yellow handle and rotating left to remove.



## ***Receipt Paper***

The FlexHub has an integrated, manual-tear thermal printer.

### **Loading Receipt Paper**



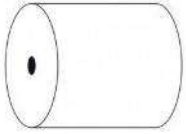


**NOTE:** A colored line on the receipt paper indicates that the roll is almost out of paper.



**WARNING:** Use only 2 ¼” x 85’ thermal roll receipt paper.



**WARNING:** The printer can only print on one side. Make sure the paper is installed in the correct direction for proper printing and feeding.

<p><b>Step 1</b> Use 2 ¼” x 85’ thermal paper.</p>	
<p><b>Step 2</b> Lift up on the bottom portion of the window to open the paper cover lid.</p>	
<p><b>Step 3</b> Remove the spindle from the used roll.</p>	
<p><b>Step 4</b> Place the new roll of paper into the compartment, with the end of the paper curling over the top of the roll</p>	



**WARNING:** The printer paper only shows printing on one side. Make sure the paper is installed in the correct direction for proper printing and feeding.

**Step 5** Close the paper cover lid by pushing the tab up and pressing the paper cover lid shut until it snaps into place.



**Step 6** Press the feed button.








**Step 7** Tear the extra receipt paper off by gently pulling up and sliding the paper along the serrated edge of the printer.



## Fixing Paper Jams

**Step 1** Lift up on the bottom portion of the window to open the printer door.



<p><b>Step 2</b> Remove jammed paper roll.</p>	
<p><b>Step 3</b> Cut or tear the paper to create a clean edge, then put the roll back into the compartment.</p>	
<p><b>Step 4</b> Make sure the paper is installed in the correct direction with the end of the paper curling over the top of the roll. Improperly installed paper will not show printing.</p>	
<p><b>Step 5</b> Close the door by pulling the tab up and pressing the door shut until it snaps into place.</p>	
<p><b>Step 6</b> Press the feed button and tear the extra receipt paper off by gently pulling up and sliding the paper along the serrated edge of the printer.</p>	

# FAIRPICK FLEX APPLICATION

## General

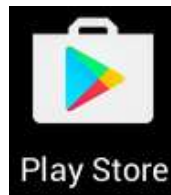
The FairPick Flex application (app) works in concert with the Ruggedized Handheld Computer (RHC), the FlexHub, and the FairPick scale to collect data in the field. FairPick Flex is an Android-based app available on the Google Play Store.

A 2<sup>nd</sup> Sight Customer ID and Secret are required to activate the app on the RHC. 2<sup>nd</sup> Sight issues a Customer Certificate with these credentials when you purchase a FairPick Flex. Additionally, your Customer ID and Secret can be found under “My Account” when you log into the Web Portal. Contact 2<sup>nd</sup> Sight BioScience at 509-381-2112 or [info@2ndsightbio.com](mailto:info@2ndsightbio.com) if you need help locating this important information.

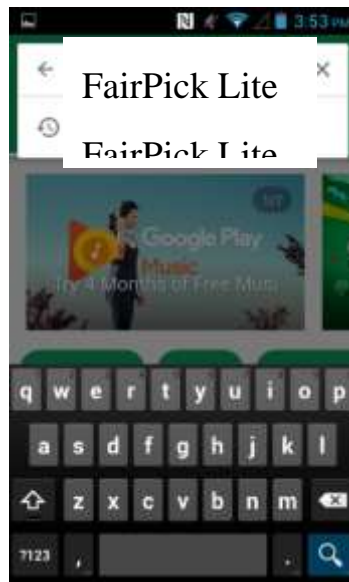
Once the FairPick Flex app is downloaded onto the RHC from the Google Play Store, the app automatically updates with any new versions posted by 2<sup>nd</sup> Sight BioScience when the RHC connects to the internet.

For more detailed information and instructions about using the RHC, refer to the RHC-RS50 User Manual.

- Step 1** Power on the RHC
- Step 2** Unlock the screen by pressing and sliding the circle to the right
- Step 3** Locate the Google Play Store icon



- Step 4** Select Search



- Step 5** Click inside the search box and start typing “FairPick Lite.”<sup>1</sup>

**Step 6** Press **Enter**.

**Step 7** Verify that the app is the FairPick Flex app by 2<sup>nd</sup> Sight BioScience.

**Step 8** Press **Install**.



**NOTE: In order to access the Google Play Store, the user must have a Google account.**

**For instructions on how to create a Google account, refer to the RHC User Manual**

**Step 9** Enter your Google account credentials.

**Step 10** Enter the Customer ID and Customer Secret provided by 2nd Sight to finish setting up the FairPick Flex app

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<sup>1</sup> Since the app was originally created, 2nd Sight has changed the product name from *FairPick Lite* to *FairPick Flex*.



## **Initial Application Setup**

Registering the RHC allows the device to connect and share information with the Web Portal.

**Step 1** The splash screen will appear on successful booting of the application.

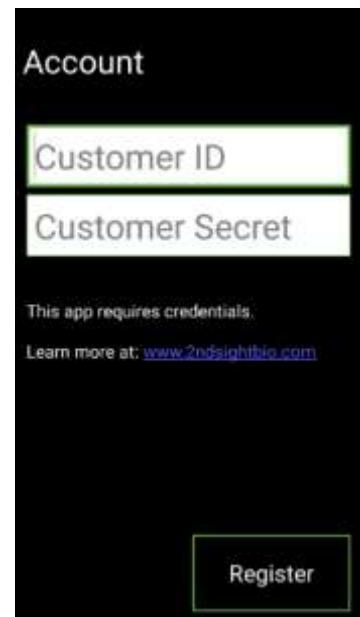


**Step 2** Enter your "Customer ID" and "Customer Secret" into the appropriate boxes.

**Step 3** Press the "DONE" button to register and launch the application.



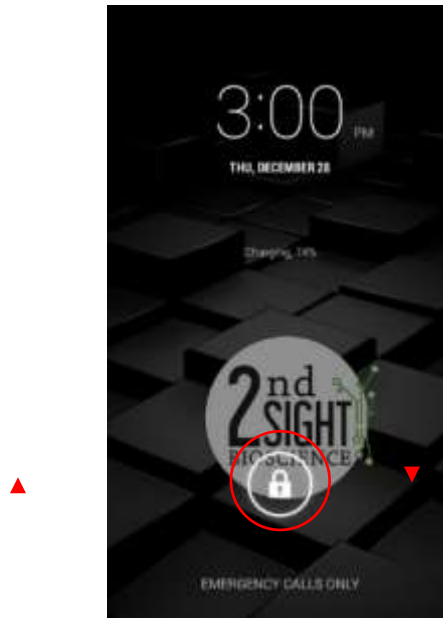
**NOTE: A Customer ID and Customer Secret are issued by 2<sup>nd</sup> Sight BioScience. Upon confirmation of purchase of the software application, you receive a Customer Certificate like the one shown here.**



## Launching the 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 FairPick Flex app icon to launch the app



## Configuring the App

The Configuration (“Config”) screen shows important account information that indicates to which Web Portal account the RHC is linked.

The screenshot shows the 'Config' screen with the following settings and descriptions:

- Auto Sync:**  Disabled. Description: Auto Sync: Automatically send and receive data from the Portal.
- Sync Events:**  Disabled. Description: Sync Event: Receive data from other devices.
- Flexhub:** [Redacted MAC address]. Description: Bluetooth MAC address of the FlexHub.
- Printing:**  Disabled. Description: Allows printing via Bluetooth paired device.
- Hourly Mode:**  Disabled. Description: Hourly Mode extends the day past midnight.
- Batch Mode:**  Disabled. Description: Batch Mode allows a clock in, log, and clock out multiple employees via a key card.
- Fast Scale:**  Disabled. Description: Fast Scale removes the 3 second delay.
- Net Only:**  Disabled. Description: Net Only displays and prints net values only.
- Units:**  kg,  lb. Description: Units displays kilograms or pounds.
- Active Tasks:**
  - Blueberry - Weigh
  - Cherry - Weigh
  - Harvest - Weigh
  - NonproductiveDescription: Unchecked tasks will not be displayed in the app.

A **DONE** button is located at the bottom of the screen.

## S/N, Model, & NTEP CC


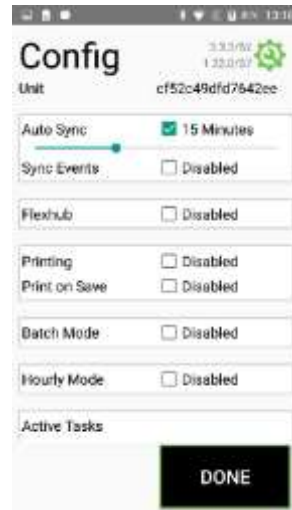

The Serial Number (aka Unit ID) characters identify your device (ruggedized handheld computer). Only registered devices can upload data to the Web Portal. The Model refers to the name and range of the product. NTEP CC refers to the National Conference on Weights and Measures Certificates of Conformance number.

The screenshot shows a configuration interface with the following elements:

- Config** header with version information: 2.6.2/19 and 1.21.1/34, accompanied by a gear icon.
- S/N** field: cf52c49dfd7642
- MODEL** field: FPLITE1.0
- NTEP CC** field: ##-###
- Auto Sync** section: A slider is set to 15 Minutes, with a checked checkbox.
- Sync Events** section: A checkbox labeled "Disabled" is unchecked.
- Flexhub** section: A black bar displays the MAC address E0:36:96:40:A6:1D.
- Printing** section: A checkbox labeled "Disabled" is unchecked.
- Hourly Mode** section: A checkbox labeled "Disabled" is unchecked.
- Batch Mode** section: A checkbox labeled "Disabled" is unchecked.
- DONE** button: A large black button with white text at the bottom right.

## Auto Sync

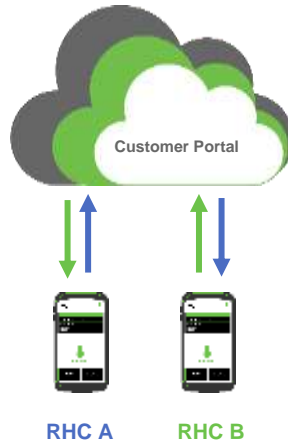
The Auto Sync feature, when enabled, automatically pushes data based on the selected time interval to the Web Portal when Wi-Fi or cellular coverage is available.


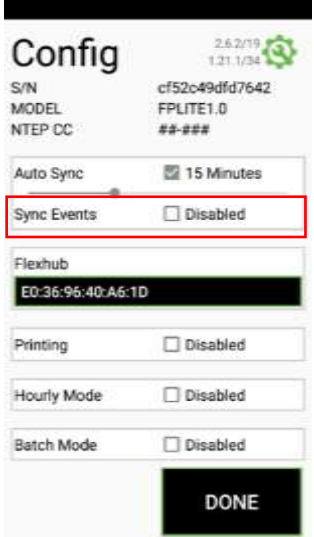
<p><b>Step 1</b> Press and hold the “Config” button.</p>	 The image shows the main interface of the FairPick LITE application. At the top is the logo 'FairPick LITE' with the tagline 'A BETTER WEIGH'. Below the logo are three large buttons: 'IN' with a scale icon, 'WEIGH' with a scale icon, and 'OUT' with a scale icon. At the bottom, there are four smaller buttons: 'SETUP' with a gear icon, 'SUMMARY' with a bar chart icon, 'SYNC' with a circular refresh icon, and 'CONFIG' with a gear icon.
<p><b>Step 2</b> Press the checkbox to enable Auto Sync.</p>	 The image shows the 'Config' screen of the application. The title is 'Config' and the unit ID is 'cf52c49dfd7642ec'. The 'Auto Sync' option is checked and set to '15 Minutes'. Other options include 'Sync Events' (unchecked), 'Flexhub' (unchecked), 'Printing' (unchecked), 'Print on Save' (unchecked), 'Batch Mode' (unchecked), and 'Hourly Mode' (unchecked). There is an 'Active Tasks' section at the bottom and a 'DONE' button.
<p><b>Step 3</b> Use the slide bar to select the time interval desired - from 5 to 60 minutes.</p>	 This is a close-up of the 'Auto Sync' settings. The 'Auto Sync' checkbox is checked, and the time interval is set to '15 Minutes'. The 'Sync Events' checkbox is also checked and labeled 'Enabled'.

## Sync Events

Enabling the “Sync Events” feature allows two or more handhelds to “talk” to each other. The handhelds do not share data directly. They utilize the Web 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.



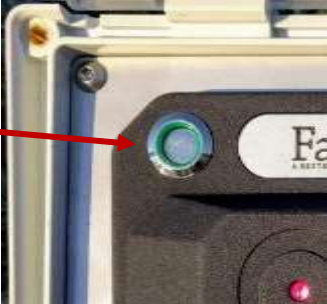

<p><b>Step 4</b> Press and hold the “Config” button.</p>	
<p><b>Step 5</b> Enable “Sync Events” by pressing the checkbox next to “Sync Events.”</p> <div data-bbox="397 814 933 873" style="border: 1px solid #ccc; padding: 5px; margin: 10px auto; width: fit-content;"> <span>Sync Events</span> <input checked="" type="checkbox"/> Enabled     </div>	
<p><b>Step 6</b> Repeat steps 1-2 for all RHC’s that will share data. 2<sup>nd</sup> Sight recommends enabling “Auto Sync” with “Sync Events.”</p>	



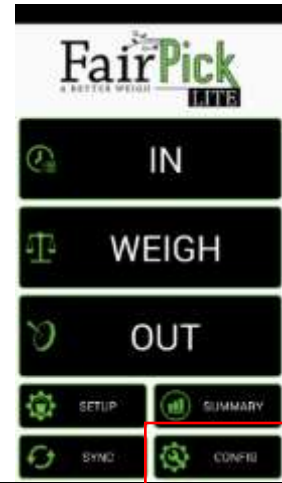
## **FlexHub Paired**

The RHC must pair with a 2<sup>nd</sup> Sight FlexHub via Bluetooth. The FlexHub provides power to the scale, the external RFID badge reader, and the integrated printer.

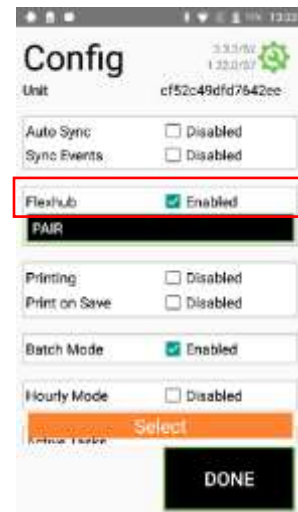
Follow these steps to pair an RHC running FairPick Flex to a FlexHub.

<p><b>Step 1</b> Power on the FlexHub.</p>	 A close-up photograph of the FlexHub device. A red arrow points to a green circular power button on the top right side of the device. The device has a dark grey face with a white label that partially shows the word 'Fa'.
<p><b>Step 2</b> Launch the FairPick Flex app on the RHC.</p>	 A photograph of a smartphone screen. The screen displays the Google search bar at the top. Below it, the FairPick Flex app icon is highlighted with a red square. The background of the phone's home screen is a dark, 3D-rendered keyboard. At the bottom of the screen, there is a dock with a gear icon and a white circle containing three dots.

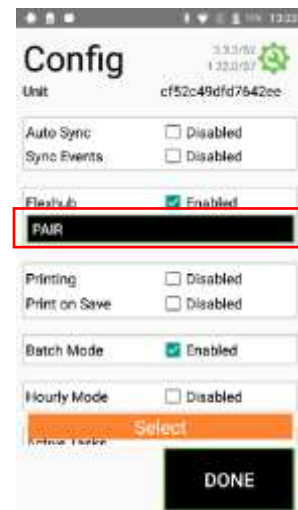
**Step 3** Press and hold the “Config” button.



**Step 4** Check the box next to “FlexHub.” The box will turn green.



**Step 5** Press “Pair.”



**Step 6** Press **Start**, and the RHC will begin scanning.



**Step 7** The RHC will detect FlexHubs that have been powered on. Tap the appropriate FlexHub to pair.







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



## Enable Printing

When enabled, allows printing of employee receipts from the “Weigh”, “Summary”, and “Out” screens.

<p><b>Step 1</b> Select the “CONFIG” button.</p>	 <p>The screenshot shows the FairPick LITE application interface. At the top is the logo 'FairPick LITE' with the tagline 'A BETTER WEIGH'. Below the logo are several large buttons: 'IN', 'WEIGH', and 'OUT'. At the bottom, there are smaller buttons for 'SETUP', 'SUMMARY', 'SYNC', and 'CONFIG'. The 'CONFIG' button is highlighted with a red rectangular box.</p>
<p><b>Step 2</b> Select the “Enabled” check box to enable printing.</p> <div data-bbox="162 1092 1062 1234"><p><b>NOTE: See the RHC User Manual for information on pairing the Bluetooth Printer with the RHC.</b></p></div> <p>Printing <input checked="" type="checkbox"/></p>	 <p>The screenshot shows the configuration screen titled 'Conf'. It lists various settings: 'S/N', 'MODEL', 'NTEP CC', 'Auto Sync', 'Sync Event', 'Flexhub', 'Printing', 'Hourly Mo', and 'Batch Mod'. The 'Flexhub' option is selected and highlighted with a red box, showing the value 'E0:36:96:'. The 'Printing' option is also checked with a green checkmark.</p>
<p><b>Step 3</b> Select the current printer to choose another.</p> <p>Printing <input checked="" type="checkbox"/></p> <p><b>FlexHub Printer</b></p> <div data-bbox="162 1690 1062 1824"><p><b>NOTE: Option available when connected to multiple printers.</b></p></div>	

## **Hourly Mode**

Hourly Mode extends the workday past midnight.

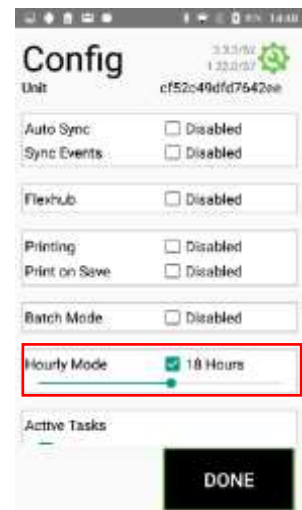


**NOTE: Normally, the app resets after midnight. Enable Hourly Mode to maintain the clocked-in status of employees whose work occurs over midnight.**

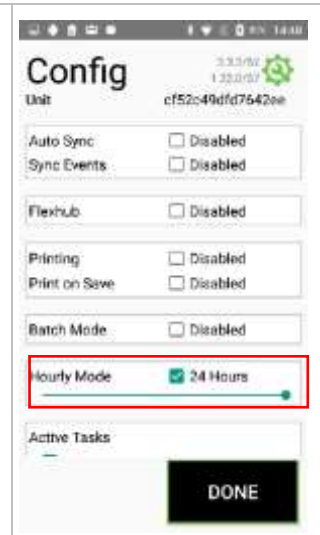
**Step 4** Press and hold the “Config” button.



**Step 5** Check the box next to “Hourly Mode” to enable.



**Step 6** Use the slider to adjust the time from 12 to 24 hours.



**Batch Mode**



Batch Mode feature allows the device user to clock in and out multiple employees with a key card.



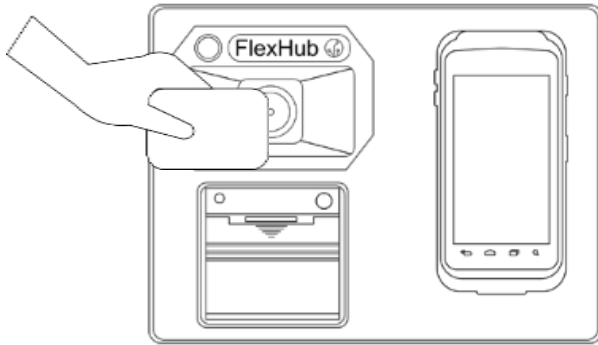
**NOTE: Batch Mode requires employees to previously be logged or clocked in.**



**NOTE: Batch Mode requires a Key Card to activate.**

<p><b>Step 1</b> Enable "Batch Mode" in "Config."</p> <div data-bbox="261 747 829 810" style="border: 1px solid gray; padding: 5px;"><p>Batch Mode <input checked="" type="checkbox"/> Enabled</p></div>	 <p>The screenshot shows the FairPick LITE interface with buttons for IN, WEIGH, OUT, SETUP, SUMMARY, SYNC, and CONFIG. The CONFIG button is highlighted with a red box.</p>
<p><b>Step 2</b> To clock in one or more employees using Batch Mode, press <b>IN</b></p>	 <p>The screenshot shows the FairPick LITE interface with buttons for IN, WEIGH, OUT, SETUP, SUMMARY, SYNC, and CONFIG. The IN button is highlighted with a red box.</p>

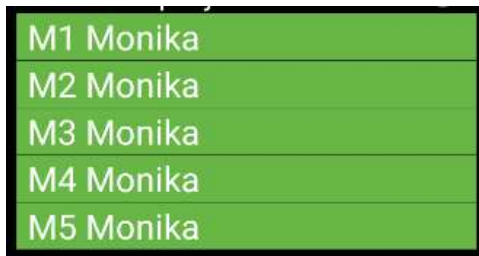
**Step 3** Scan the Key Card with FlexHub or RHC.



**Step 4** Select individual employees by pressing the name



**Step 5** Select or deselect all employees by pressing the icon in the top right.

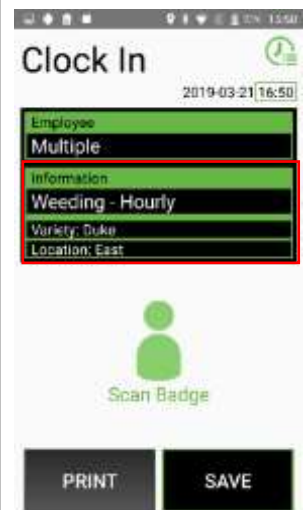




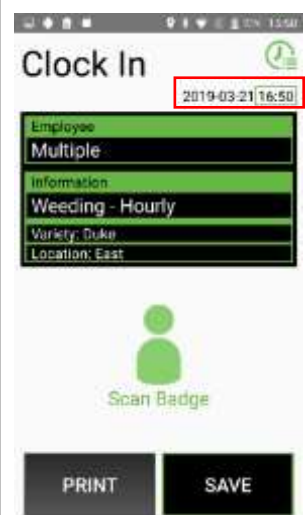
**Step 6** Press **Done** to select the employee(s).



**Step 7** Confirm that the Information boxes contain the correct data. Tap the Information box to open the selector if you need to make a change.



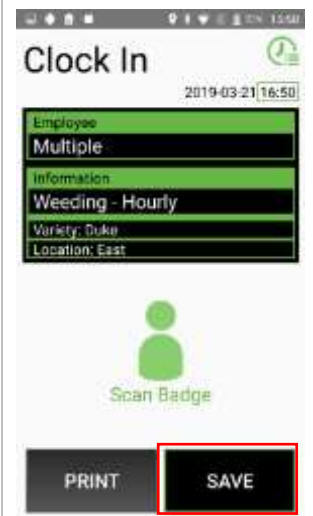
**Step 8** To adjust the time, tap the current time listed in the upper right corner



**Step 9** Move the clock arm to adjust the hour and minutes.



**Step 10** Press **Save** to complete the Batch clock in action.



## Fast Scale

**Net Only**

**Units**

**Rescan Time**



**Tracking ID**

**Active Tasks**

To minimize the risk of user error, Tasks that have been set up on the Web Portal be activated so only those Tasks are available to the user of the device. Checked tasks can be selected when logging events. Uncheck tasks are deactivated.



**NOTE: Limiting tasks can minimize user error.**

<p><b>Step 1</b> Press and hold the “Config” button.</p>	
<p><b>Step 2</b> By default, all Tasks are checked and active. Uncheck Task(s) to deactivate.</p>	

***Using FairPick Flex***

FairPick Flex tracks information about employees' harvest efficiencies and pay, and it gives the user the ability to tag field activities and information and associate this information with an employee Task and/or a container.



**NOTE: Containers and Tasks are created, before harvest, on the Web Portal. (see Web Portal User Manual).**

For optimal usage, the user should consider the harvest process and create Tasks, Lists, and List Items to track the various aspects of harvest. Information that the user may wish to track include piece rate wage, produce variety, container type, G/L codes, etc.

Once the user has considered the harvest process, Tasks, Lists and List Items can be created in the Web Portal. The Web Portal communicates with the RHC to bring data from field to office.

### ***Syncing Data with Web Portal***

After setting up Tasks, Lists, List Items, Containers and other information fields that the user wants tracked, the user then must communicate that information between the Web Portal and the RHC.

To facilitate this communication, the user would press the “Sync” button on the main FairPick Flex screen. Once “Sync” is initiated, the FairPick Flex app looks for new Tasks, Lists, and Containers to add to those already available on the RHC.



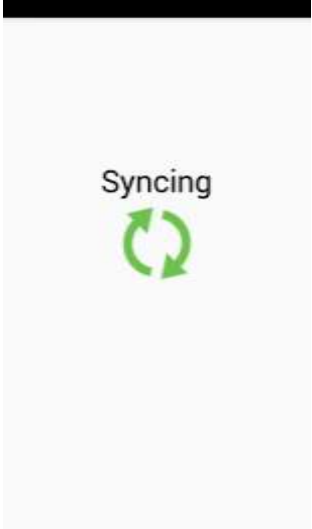

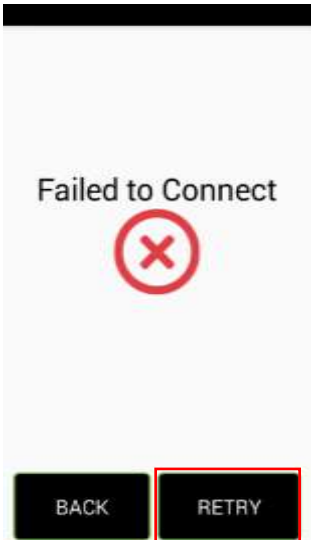
In addition, when the user “syncs” the RHC, any new data collected on the RHC is pushed the Portal where it can be processed and viewed. 2<sup>nd</sup> Sight recommends syncing the RHC before and after each work day.



**NOTE: To sync the RHC, the device must be connected to a Wi-Fi network.**


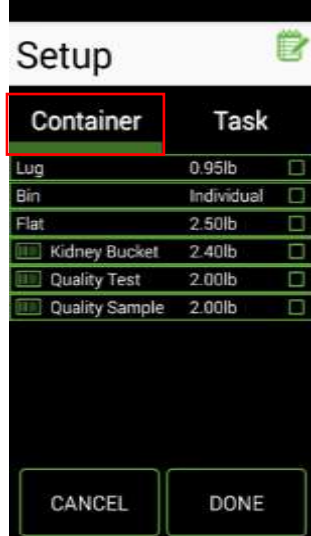


**NOTE: You are not required to upload the data every day. Data remains on the RHC's SD card and flash memory even after an upload. This ensures data security and integrity.**

<p><b>Step 1</b> Press the “SYNC” button.</p>	
<p><b>Step 2</b> A confirmation screen appears saying, “Success”.</p> 	
<p><b>Step 3</b> If the data sync fails, press the “RETRY” button. To return to the home screen, press “Back”.</p> <p> <b>NOTE: Possible cause of the “Failed to Connect” symbol is a loss of network connection or sluggish connection</b></p>	

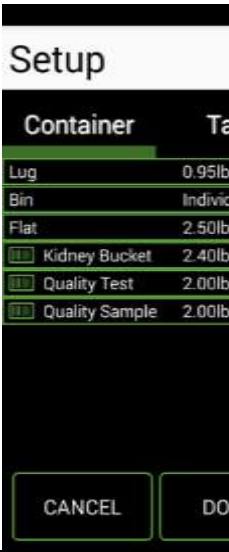
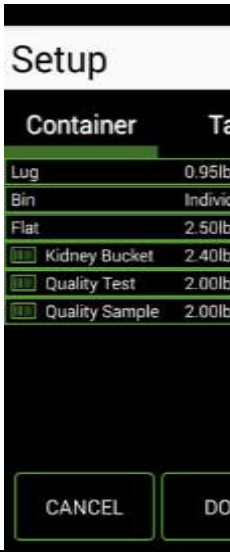
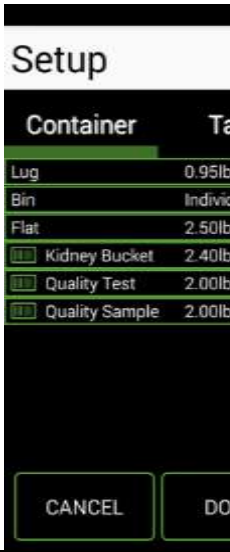
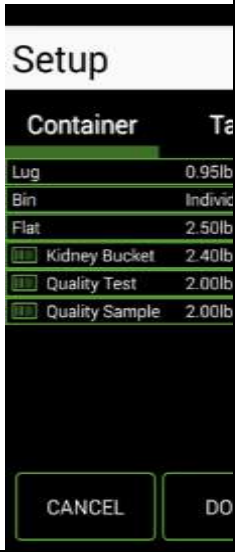
Once the RHC has been synced with the latest FairPick Flex version, settings and information can be configured for the farm's processes, including Container types, Tasks and associated Lists.

## Containers

<p><b>Step 1</b> Press the "Setup" button.</p>	 <p>The screenshot shows the main menu of the FairPick LITE application. At the top is the logo 'FairPick LITE' with the tagline 'A BETTER WEIGH'. Below the logo are six large buttons: 'IN' (with a scale icon), 'WEIGH' (with a scale icon), 'OUT' (with a scale icon), 'SETUP' (with a gear icon), 'SUMMARY' (with a bar chart icon), 'SYNC' (with a refresh icon), and 'CONFIG' (with a gear icon). The 'SETUP' button is highlighted with a red border.</p>														
<p><b>Step 2</b> Press the "Container" tab.</p>	 <p>The screenshot shows the 'Setup' screen of the FairPick LITE application. At the top is the title 'Setup' and a list icon. Below the title is a table with two columns: 'Container' and 'Task'. The 'Container' column is highlighted with a red border. The table lists the following items:</p> <table border="1"><thead><tr><th>Container</th><th>Task</th></tr></thead><tbody><tr><td>Lug</td><td>0.95lb <input type="checkbox"/></td></tr><tr><td>Bin</td><td>Individual <input type="checkbox"/></td></tr><tr><td>Flat</td><td>2.50lb <input type="checkbox"/></td></tr><tr><td>Kidney Bucket</td><td>2.40lb <input type="checkbox"/></td></tr><tr><td>Quality Test</td><td>2.00lb <input type="checkbox"/></td></tr><tr><td>Quality Sample</td><td>2.00lb <input type="checkbox"/></td></tr></tbody></table> <p>At the bottom of the screen are two buttons: 'CANCEL' and 'DONE'.</p>	Container	Task	Lug	0.95lb <input type="checkbox"/>	Bin	Individual <input type="checkbox"/>	Flat	2.50lb <input type="checkbox"/>	Kidney Bucket	2.40lb <input type="checkbox"/>	Quality Test	2.00lb <input type="checkbox"/>	Quality Sample	2.00lb <input type="checkbox"/>
Container	Task														
Lug	0.95lb <input type="checkbox"/>														
Bin	Individual <input type="checkbox"/>														
Flat	2.50lb <input type="checkbox"/>														
Kidney Bucket	2.40lb <input type="checkbox"/>														
Quality Test	2.00lb <input type="checkbox"/>														
Quality Sample	2.00lb <input type="checkbox"/>														


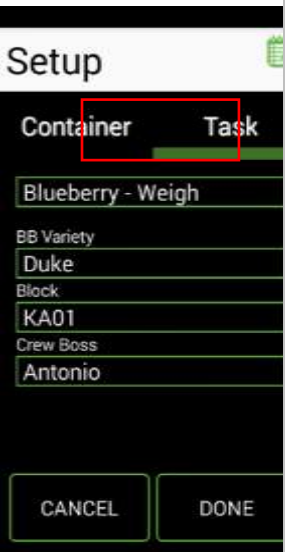
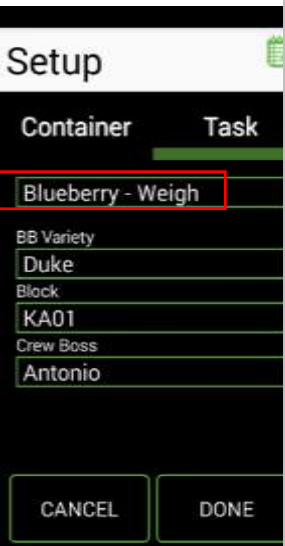
**Step 3** Select the desired container(s).

**Container Setup Examples**

Standard	Individual Tare	Tracked	Multiple
			
<p>employees are provided identical lugs. All lugs have a 0.95 lb tare weight.</p>	<p>employees bring their own bins. Bins are weighed at clock in to determine the tare weight.</p>	<p>All kidney buckets have a 2.40 lb tare weight and are labeled with RFI D tags or barcodes for tracking.</p>	<p>employees use more than one container. The appropriate container will be selected upon weighing.</p>

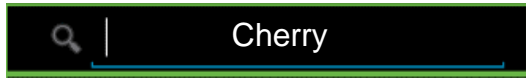


## Tasks

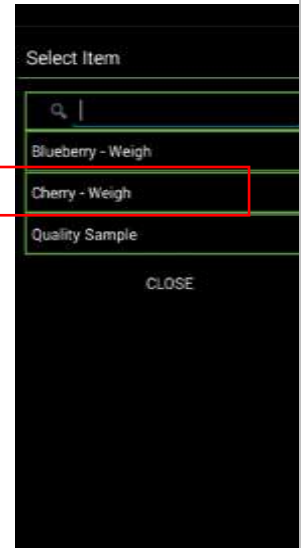
<p><b>Step 1</b> Press the “Setup” button.</p>	
<p><b>Step 2</b> Press the “Task” tab.</p>	
<p><b>Step 3</b> Press the current “Task” to view all available Tasks.</p>	

**Step 4** Select the desired “Task”

**Optional:** Use the search bar to find the Task.



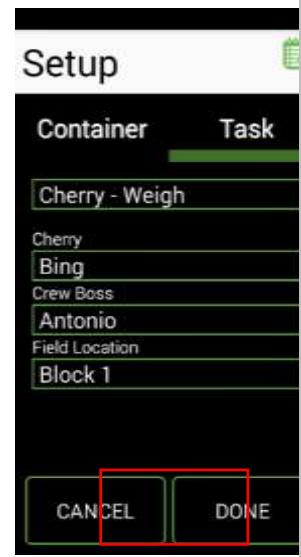
**NOTE:** Selecting a Task will display the associated Lists.



**Step 5** Press the “Done” button to commit the “Task” change.



**NOTE:** The weigh screen will now display the selected Task and Lists.

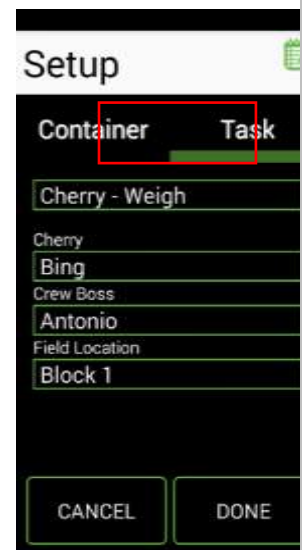


## Lists

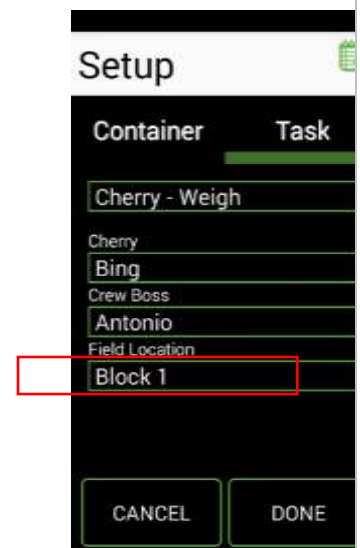
**Step 1** Press the “Setup” button.



**Step 2** Press the “Task” tab.



**Step 3** Press the current “List” to view the list items.

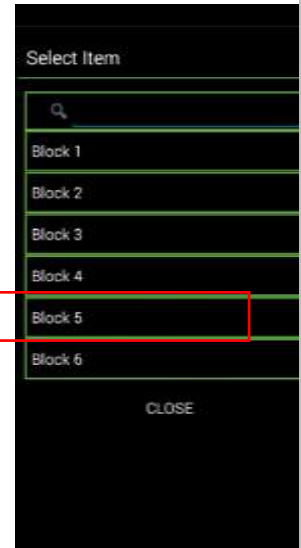


**Step 4** Select the desired "List"

**Optional:** Use the search bar to find List Items.



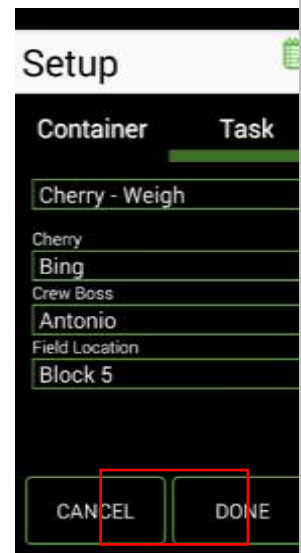
**NOTE:** Selecting a List name will display the associated Lists.



**Step 5** Press the "Done" button to commit the "List" change.



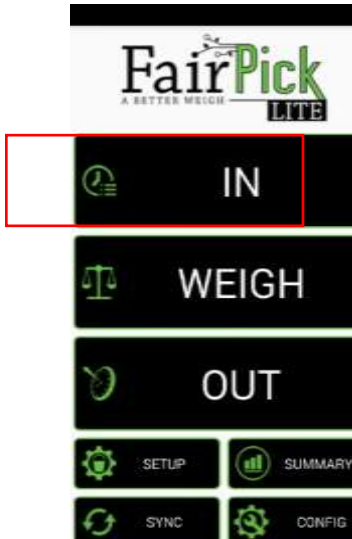
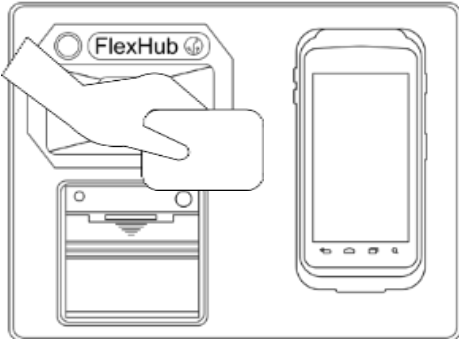

**NOTE:** The weigh screen will now display the selected Task and Lists.



## Clock In

Clocking in one or more employees is fast. You can clock in one or more employees at this time. The employee will be recorded as clocking into the Task currently selected on the "Setup" menu.

### Clock in Employee(s)

<p><b>Step 1</b> Press the "IN" button.</p>	 <p>The screenshot shows the FairPick LITE application interface. At the top, the logo reads 'FairPick LITE A BETTER WEIGH'. Below the logo are four large buttons: 'IN' (with a clock icon), 'WEIGH' (with a scale icon), 'OUT' (with a clock icon), and 'SUMMARY' (with a bar chart icon). At the bottom, there are two smaller buttons: 'SYNC' (with a refresh icon) and 'CONFIG' (with a gear icon). The 'IN' button is highlighted with a red rectangular box.</p>
<p><b>Step 2</b> Scan an employee badge by holding it to RFID reader, a success message and name of the employee appears on the screen.</p>  <p><b>Optional:</b> Scan more employee badges to clock in additional employees.</p>	 <p>The screenshot shows the FairPick LITE application interface after a successful scan. The top part of the screen displays the name of the employee, 'Leigh Antierrez', and a green checkmark icon. Below the checkmark, the word 'Success' is displayed. At the bottom of the screen, there is a black button with the word 'DONE' in white text.</p>

## Clock in – Setting Individual Tare

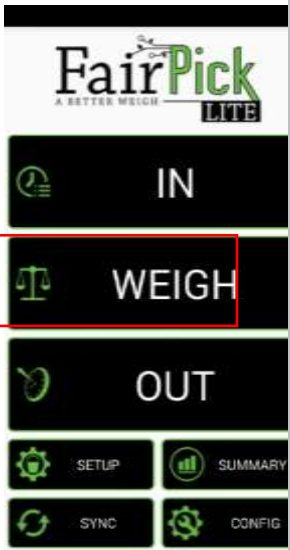


If an Individual Tare Container is selected in the “Setup” menu under the “Container” tab, employees will need to set their unique individual tares (or weight of an empty container) upon clocking in at the FairPick Flex. Refer to “Individual Container Tare” under the “employee Training” section of this user manual for details.

## Weigh

The process of weighing is dependent upon the type of Container and Task selected.

- Containers: Determine the tare weight, enable tracking capabilities, and are linked to a particular piece rate.
- Tasks: Contain associated Lists. Each Task can have 0 to 5 Lists. Each List contains any number of connected List Items such as variety, block, row, and other descriptors.

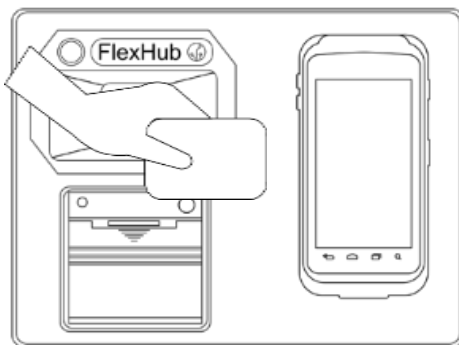
## Weighing a Container

<p><b>Step 1</b> Press the “Weigh” button</p>	
<p><b>Step 2</b> Place a filled Container on the Weighing Station Scale Platform.</p> <p> <b>Note:</b> Press the List box to open the edit screen to change the List Items. This eliminates the need to change the List Items in the “Setup” screen.</p>	

**Step 3** The Scan Badge indicator will appear on the screen. In addition, the Net and Gross weight will be displayed.



**Step 4** Scan an employee badge by holding it to RFID reader, a success message and name of the employee appears on the screen.



**Step 5** Remove the filled Container from the Weighing Station Scale Platform before making another weigh.



**Note:** Pressing the “Print” button will print the most recent weigh receipt.



## ***Clock Out***

Clock out one or more employees at the end of the day or before breaks.

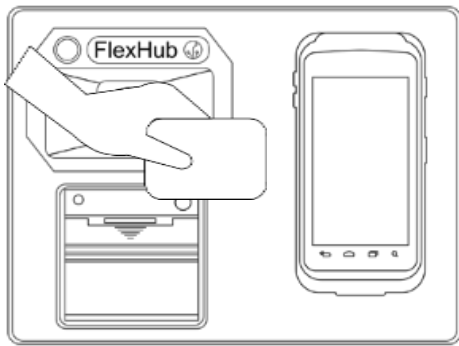
## **Clocking Out Employee(s)**



**Step 1** Press the “OUT” button.

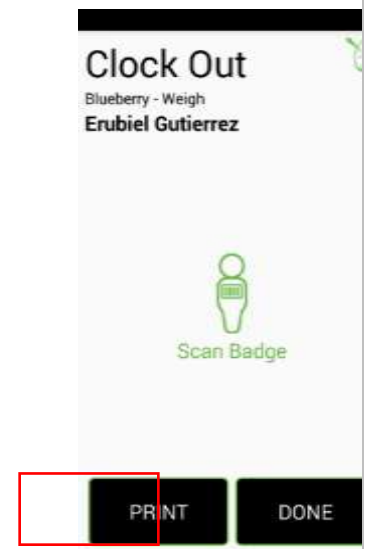


**Step 2** Scan an employee badge by holding it to RFID reader, a success message and name of the employee appears on the screen.



**Step 3** Press the “PRINT” button for an employee receipt which is a physical record of the employee’s current day’s clock out time and associated piece work.

**Optional:** Scan additional employee badges to clock out more than one employee.



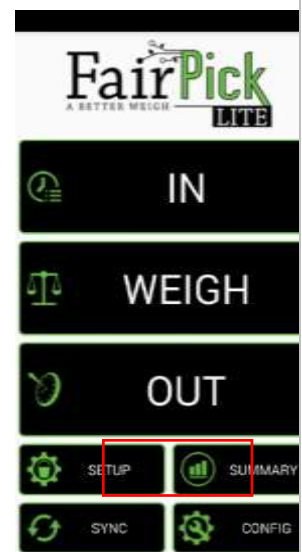
## Data Summary

The Summary section of the FairPick Flex app allows the user to view data recorded on the RHC for the day as well as print individual employee receipts.

- **Task Tab** displays data sorted by Task with employee totals.
- **Employee Tab** displays data sorted by employee and most recent clock in or clock out time.
- **Data Tab** displays all clock in, clock out, and log data in raw, unprocessed form.

## Task Tab

**Step 1** Press the “SUMMARY” button

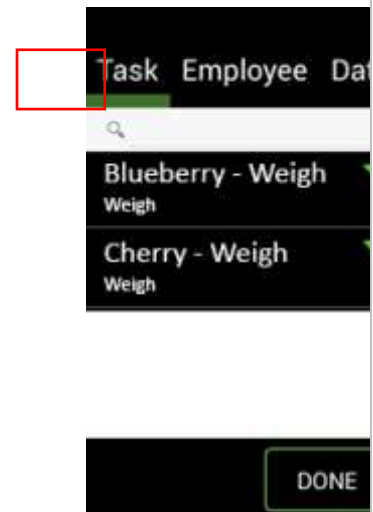
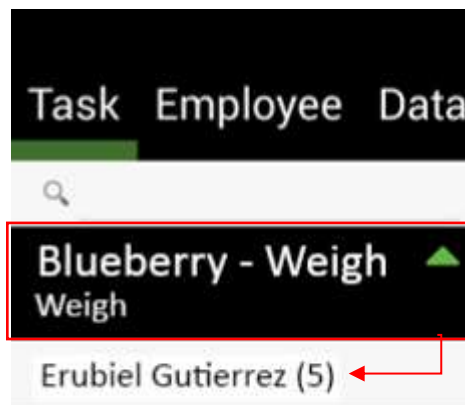


**Step 2** Select the “Task” tab to view data sorted by task.

**Optional:** Use the search bar to find Tasks.



**Step 3** Select Tasks to view employee totals.



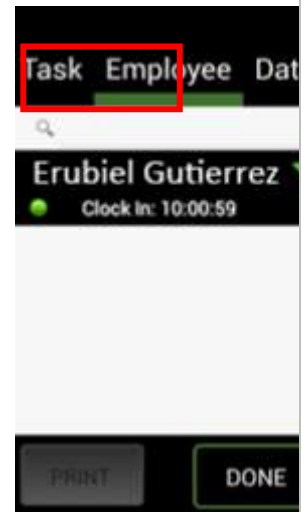
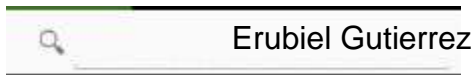
## Employee Tab

**Step 1** Press the “SUMMARY” button

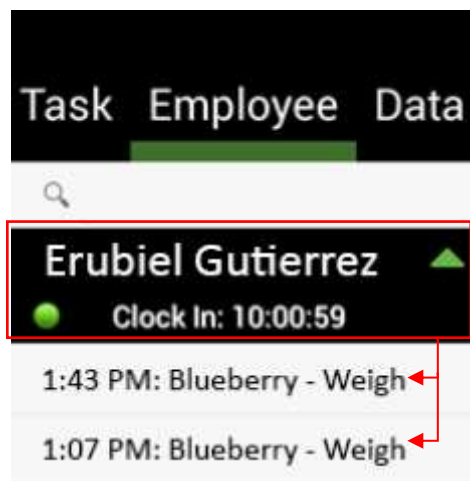


**Step 2** Select the “Employee” tab to view data sorted by employee.

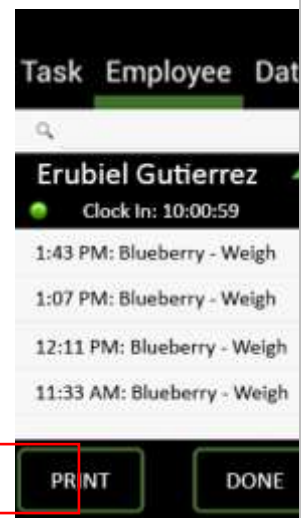
**Optional:** Use the search bar to find employees.



**Step 3** Select employees to view employee Tasks.



**Step 4** Press the “PRINT” button to print employee receipts of ALL expanded employee rows.



## Data Tab

**Step 1** Press the “SUMMARY” button



**Step 2** Select the “Data” tab to view the last 100 clock in, clock out, and log data in raw unprocessed form.



## EMPLOYEE TRAINING

### ***Assigning or Replacing an Employee Badge Midday***

If a employee loses, misplaces, or forgets to bring his/her Employee Badge to the field during the day and cannot return to the office to get a new Badge assigned, he or she can be assigned an Employee Badge in the field as follows:



**NOTE:** The following procedure requires a preprogrammed RFID badge.

**Step 3** Give the employee a Badge that has been programmed with a temporary employee name and number.



**NOTE:** Temporary badges are created using the same method as one would create a real employee badge. A name, such as “Temporary Employee” with ID “100” is added to the Web Portal and a badge is created with the Registration Station.

**Step 4** Instruct the employee to use this Badge during harvest.

**Step 5** After harvest, make sure the employee receives credit for produce picked with that Badge by notifying office staff that the employee used the temporary Badge.

**Step 6** Have office staff assign the Employee a new Employee Badge.



**NOTE:** If the temporary Badge is programmed with the Employee Name and ID number at the Registration Station before harvest data is uploaded that day, the weights will be recorded under the employee’s name.



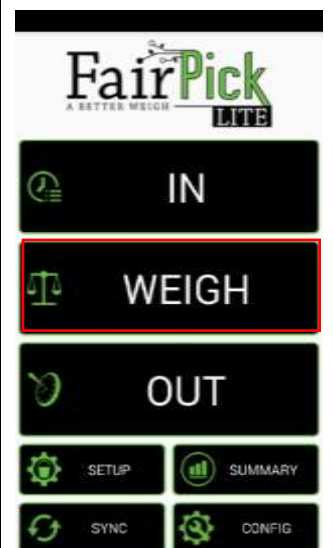
**NOTE:** If the Badge is assigned after data is uploaded, or the Employee is assigned a different Badge, the harvest data will need to be assigned on the Web Portal by a batch edit in Edit Mode.

## Standard Container

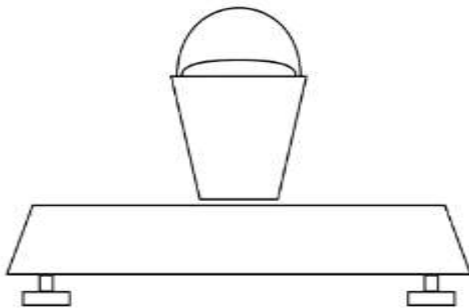
**Step 1** Ensure one standard tare container is selected in the Setup menu. See the “App Setup” section for additional information about the FairPick Flex setup.

Container	Task	
Lug	0.95lb	<input checked="" type="checkbox"/>
Bin	Individual	<input type="checkbox"/>
Flat	2.50lb	<input type="checkbox"/>
Kidney Bucket	2.40lb	<input type="checkbox"/>
Quality Test	2.00lb	<input type="checkbox"/>
Quality Sample	2.00lb	<input type="checkbox"/>

**Step 2** Press the “Weigh” button.



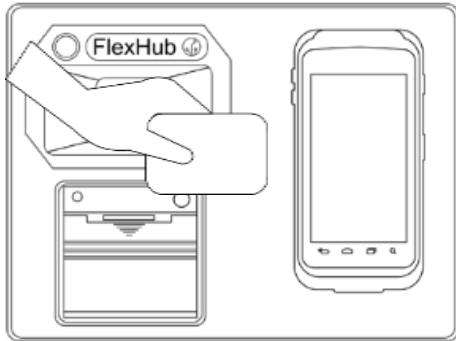
**Step 3** Place a filled Container on the scale.



Weigh	
Information	
Blueberry - Weigh	
Field: 1	
Crew Leader: Antonio	
Blueberries: Draper	
Net	Gross
0.00 lb	0.00 lb
	Tare
	0.95 lb
DONE	

**Step 4** After approximately three seconds, the Weighing Station says, “Scan Badge.”

**Step 5** Touch the Employee Badge to the red light on the RFID Reader.



**Step 6** The Weighing Station will beep and displays a success message when it registers the Badge.



**NOTE: If the Weighing Station does not beep and display the success message, the scale may not be steady. When the scale is not steady, the FairPick cannot record produce weight accurately.**

Optional: Press the “PRINT” button for a receipt of the current weigh event.



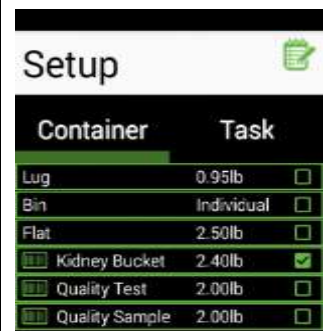
**Step 7** Remove the container from the scale.



**NOTE: Once another item is placed on the Scale Platform, the employee can no longer print a receipt for the previous weigh event.**

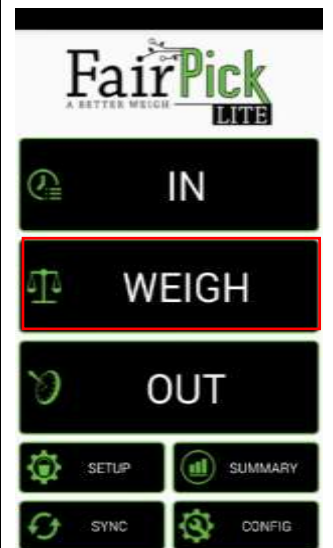
## Container Tracking

**Step 1** Ensure one standard tare, tracked container is selected in the Setup menu. See the “App Setup” section for additional information about the FairPick Flex setup.



Container	Task	
Lug	0.95lb	<input type="checkbox"/>
Bin	Individual	<input type="checkbox"/>
Flat	2.50lb	<input type="checkbox"/>
<input checked="" type="checkbox"/> Kidney Bucket	2.40lb	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Quality Test	2.00lb	<input type="checkbox"/>
<input checked="" type="checkbox"/> Quality Sample	2.00lb	<input type="checkbox"/>

**Step 2** Press the “Weigh” button.



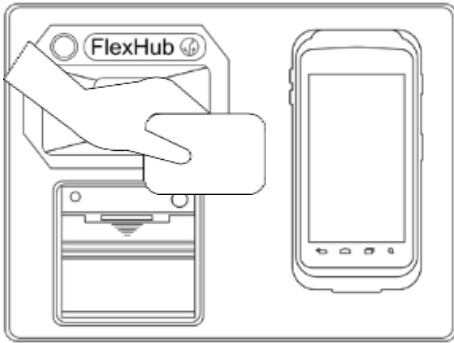
**Step 3** Place the filled container on the scale.





**Step 4** After approximately three seconds, the Weighing Station says, "Scan Badge."

**Step 5** Touch the Employee Badge to the red light on the RFID Reader.



**Step 6** The RHC will display "Scan Container."



**Step 7** Touch container RFID to the back of the RHC where the NFC Reader is located.



R Scan the container barcode using the RHC barcode scanner.



**Step 8** The FairPick Flex beeps and displays a success message when it registers the Badge.



**NOTE: If the FairPick Flex does not beep and display the success message, the scale may not be steady. When the scale is not steady, the FairPick cannot record produce weight accurately. Make sure the employee is not leaning on or touching the scale.**

Optional: Press the “PRINT” button for a receipt of the current weigh event.

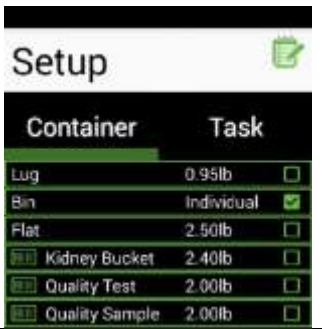
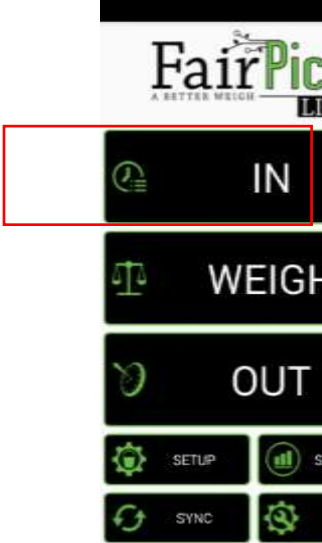
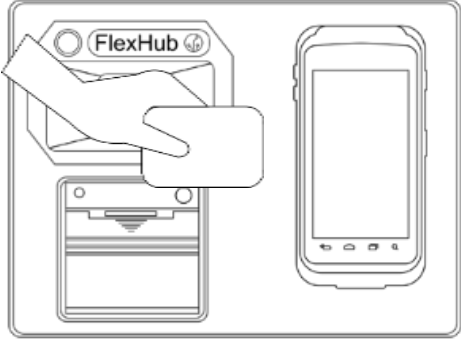



**Step 9** Remove the container from the scale.

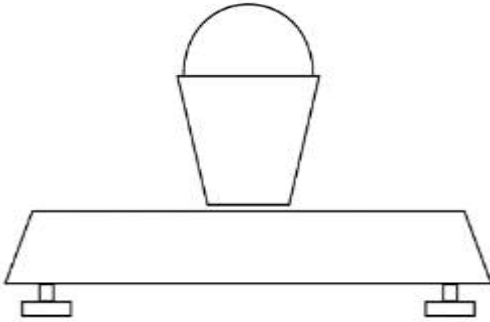


**NOTE: Once another item is placed on the Scale Platform, the employee can no longer print a receipt for the previous weigh event.**

## Individual Container Tare

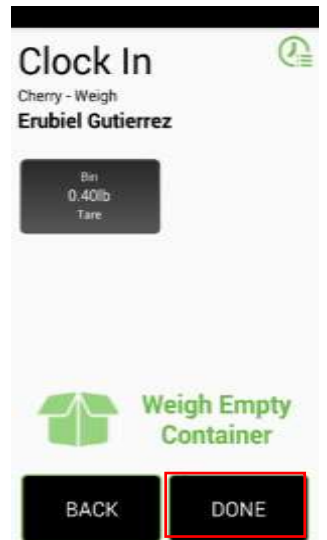
<p><b>Step 1</b> Ensure a single Individual tare container is selected in setup. See the “App Setup” section for additional information about the FairPick Flex setup.</p>	 <table border="1"><thead><tr><th>Container</th><th>Task</th></tr></thead><tbody><tr><td>Lug</td><td>0.95lb <input type="checkbox"/></td></tr><tr><td>Bin</td><td>Individual <input checked="" type="checkbox"/></td></tr><tr><td>Flat</td><td>2.50lb <input type="checkbox"/></td></tr><tr><td>Kidney Bucket</td><td>2.40lb <input type="checkbox"/></td></tr><tr><td>Quality Test</td><td>2.00lb <input type="checkbox"/></td></tr><tr><td>Quality Sample</td><td>2.00lb <input type="checkbox"/></td></tr></tbody></table>	Container	Task	Lug	0.95lb <input type="checkbox"/>	Bin	Individual <input checked="" type="checkbox"/>	Flat	2.50lb <input type="checkbox"/>	Kidney Bucket	2.40lb <input type="checkbox"/>	Quality Test	2.00lb <input type="checkbox"/>	Quality Sample	2.00lb <input type="checkbox"/>
Container	Task														
Lug	0.95lb <input type="checkbox"/>														
Bin	Individual <input checked="" type="checkbox"/>														
Flat	2.50lb <input type="checkbox"/>														
Kidney Bucket	2.40lb <input type="checkbox"/>														
Quality Test	2.00lb <input type="checkbox"/>														
Quality Sample	2.00lb <input type="checkbox"/>														
<p><b>Step 2</b> Press the “IN” button.</p>	 <p>FairPick A BETTER WEIGH</p> <p>IN</p> <p>WEIGH</p> <p>OUT</p> <p>SETUP SYNC</p>														
<p><b>Step 3</b> Scan an employee badge by holding it to the RFID reader, a success message and name of the employee appears on the screen.</p> 	 <p>Check In</p> <p>Success</p> <p>Gutierrez</p> <p>DONE</p>														

**Step 4** Place the employee's EMPTY container on the scale platform of the assigned FairPick Flex to register the weight of his/her empty container (tare weight).

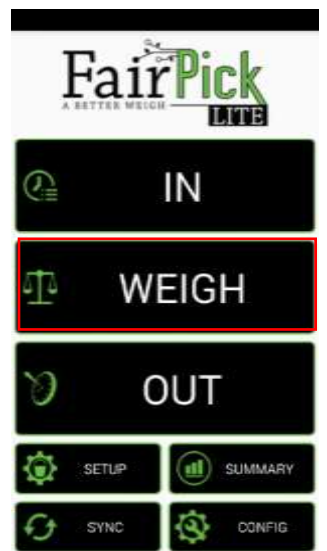


**Step 5** When the FairPick Flex beeps, the tare is registered to that Employee Badge, and the employee takes the container off the scale platform.

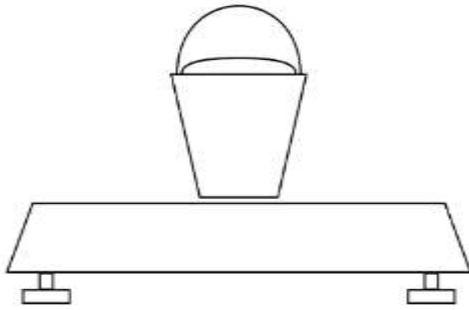
**Step 6** Press "DONE" to return to the main screen.



**Step 7** Press the "Weigh" button.



**Step 8** Place a filled Container on the scale.



Weigh



Information  
Blueberry - Weigh  
Field: 1  
Crew Leader: Antonio  
Blueberries: Draper

Net  
0.00 lb

Gross  
0.00 lb

Tare  
0.00 lb

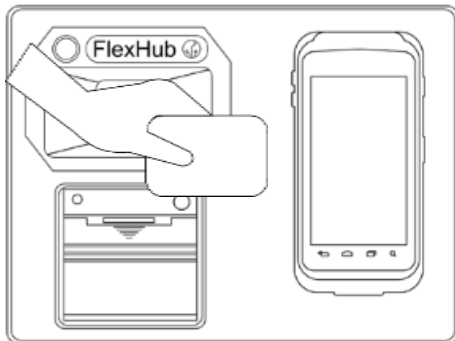
DONE

**Step 9** After approximately three seconds, the FairPick Flex says, "Scan Badge."



**NOTE:** The "Net" and "Tare" boxes will not display weights until the employee's badge is scanned if using individual tare containers.

**Step 10** Touch the Employee Badge to the red light on the RFID Reader.



Weigh



Information  
Blueberry - Weigh  
Field: 1  
Crew Leader: Antonio  
Blueberries: Draper

Net  
1.95 lb

Gross  
2.90 lb

Tare  
0.95 lb



Scan Badge

**Step 11** The FairPick Flex beeps and displays a success message when it registers the Badge.



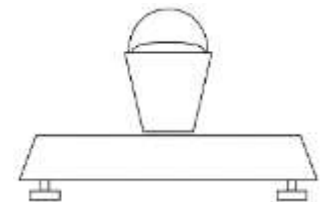
**NOTE:** If the FairPick Flex does not beep and display the success message, the scale may not be steady. When the scale is not steady, the FairPick Flex cannot record produce weight accurately.

Optional: Press the “PRINT” button for a receipt of the current weigh event.

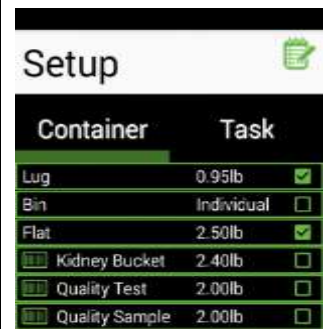


## Multiple Containers

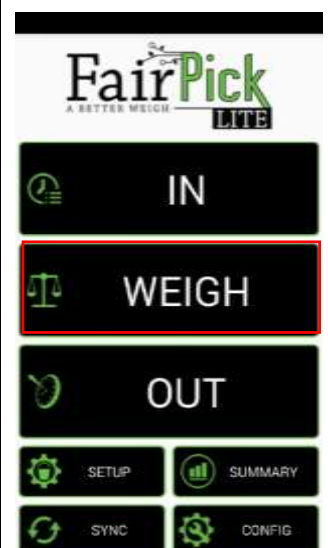
**Step 1** Place the filled container on the scale.



Ensure multiple containers are selected in setup. See the “App Setup” section for additional information about the FairPick Flex setup.

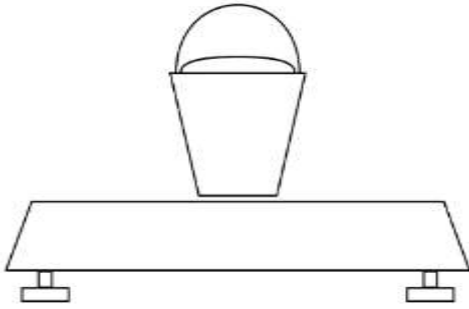


**Step 2** Press the “Weigh” button.

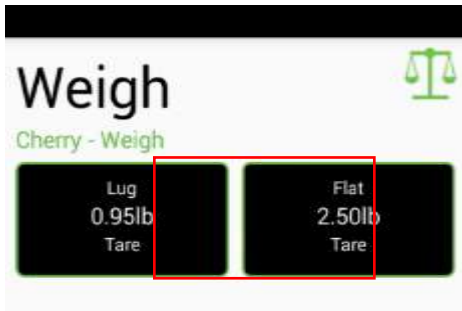




**Step 3** Place a filled Container on the scale.

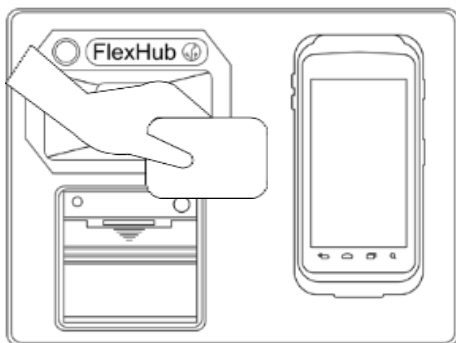


**Step 4** Select the appropriate container.



**Step 5** After approximately three seconds, the FairPick Flex says, "Scan Badge."

**Step 6** Touch the Employee Badge to the red light on the RFID Reader.





**Step 7** The Weighing Station beeps and displays a success message when it registers the Badge.



**NOTE: If the FairPick Flex does not beep and display the success message, the scale may not be steady. When the scale is not steady, the FairPick cannot record produce weight accurately. Make sure the employee is not leaning on or touching the scale.**

Optional: Press the “PRINT” button for a receipt of the current weigh event.



**Step 8** Remove the container from the scale.



**NOTE: Once another item is placed on the Scale Platform, the employee can no longer print a receipt for the previous weigh event.**

## employee Receipts

### Clock in Receipt

Clock in receipts contain the following information:

<p><b>FairPick Lite – Clock in</b> <b>1:30PM 2017/12/27</b> *****</p> <p><b>Customer ID: ABC123</b> <b>Unit: dk582df312</b> <b>Sync: 1:40PM 2017/12/27</b> *****</p> <p><b>Employee John Doe</b> <b>Badge: 123456789</b></p>	<p>App Name – Event Date (YYYY/MM/DD) Time(HH:MM) *****</p> <p>Customer ID Unit ID of RHC Date(YYYY/MM/DD) Last Sync w/ Portal Time(HH:MM) *****</p> <p>Employee Name Employee RFID Badge ID</p>
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### Weigh Receipts

Weigh receipts contain the following information:

<p><b>FairPick Flex - Weigh</b> <b>1:40PM 2017/12/27</b> *****</p> <p><b>Customer ID: ABC123</b> <b>Unit: dk582df312</b> <b>Sync: 1:40PM 2017/12/27</b> *****</p> <p><b>Employee: John Doe</b> <b>Badge: 123456789</b></p> <p><b>Container</b> <b>Net: 6.00 lb</b> <b>Gross: 8.00 lb</b> <b>Tare: 2.00 lb</b></p>	<p>App Name – Event Time(HH:MM) Date (YYYY/MM/DD) *****</p> <p>Customer ID Unit ID of RHC Last Sync w/ Portal Time(HH:MM) Date(YYYY/MM/DD) *****</p> <p>Employee Name Employee RFID Badge ID</p> <p>Container Name Net Weight (Gross Weight – Tare Weight) Gross Weight (Total Weight on Scale) Tare Weight (Weight of Container when Empty)</p>
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## Clock Out Receipts

Clock out receipts contain the following information:

<p><b>FairPick Flex – Clock Out</b> <b>5:00PM 2017/12/27</b> ***** <b>Customer ID: ABC123</b> <b>Unit: 18-FE-34-D3-89-44</b> <b>Sync: 1:40PM 2017/12/27</b> ***** <b>Employee: John Doe</b> <b>Badge: 123456789</b></p> <p><b>Day Totals</b> <b>Container</b> <b>6.00 lb</b></p> <p><b>Weighs</b> <b>Container</b> <b>Net: 6.00 lb</b> <b>Gross: 8.00 lb</b> <b>Tare: 2.00 lb</b></p>	<p>App Name – Event Time(HH:MM) Date (YYYY/MM/DD) ***** Customer ID Unit ID of RHC Last Sync w/ Portal Time (HH:MM) Date(YYYY/MM/DD) ***** Employee Name Employee RFID Badge ID</p> <p>Day Totals Container Name Total net weight by container</p> <p>Weighs Container Name Net Weight (Gross Weight – Tare Weight) Gross Weight (Total Weight on Scale) Tare Weight (Weight of Container when Empty)</p>
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## Summary Receipts

Summary receipts contain the following information:

### FairPick Flex - Summary

4:40PM 2017/12/27

\*\*\*\*\*

Customer ID: ABC123

Unit: 18-FE-34-D3-89-44

Sync: 2017/12/27 4:40PM

\*\*\*\*\*

Employee: John Doe

Badge: 123456789

### Day Totals

#### Container

Net: 6.00 lb

\*\*\*\*\*

### Weighs

#### Container

Net: 6.00 lb

Gross: 8.00 lb

Tare: 2.00 lb

App Name – Event

Time(HH:MM) Date (YYYY/MM/DD)

\*\*\*\*\*

Customer ID

RHC ID

Last Sync w/ Portal Time(HH:MM) Date(YYYY/MM/DD)

\*\*\*\*\*

Employee Name

Employee RFID Badge ID

Day Totals

Container Name

Total Net Weight for that Container

Weighs

Container Name

Net Weight (Gross Weight – Tare Weight)

Gross Weight (Total Weight on Scale)

Tare Weight (Weight of Container when Empty)