SAM 2.7
PPC 5.3.3

Snitcher Asset Management®

Prevas

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Introduction

About This Manual

This manual describes how to use the different parts of SAM on the PocketPC.

Conventions

To make the manual easy to read, the following conventions are used:

`<text>`	Text that must be entered by the user, or that is system-dependent is written like this.
`Filename`	File names looks like this.
Object	Objects in the user interface, such as menu names, headings and column names, looks like this.
[Button]	Buttons on screen looks like this.
Select System | About	This is an instruction to select the About option on the System menu.

An instruction to tap on a button on the screen using your finger or the stylus looks like this:

Tap on **[Button]**.

An instruction to activate a button on the PocketPC that is not visible on screen looks like this:

Press **Key**.

A sequence of instructions to be carried out in order is written like this:

1. This is step 1
2. This is step 2
3. etc.

A list of items is written like this:

- This is an item
- This is another item
- Etc.

System Overview

SAM PC and PPC

The SAM system consists of a handheld computer with SAM software that collects data that shall be transferred to Tracy.

Software from the handheld computer manufacturer is used to transfer the data (files) to the PC when the computer is connected to the desktop PC.

The program in the desktop PC loads these files containing unit-data from the site and what actions are to be performed on the units.

Synchronizing
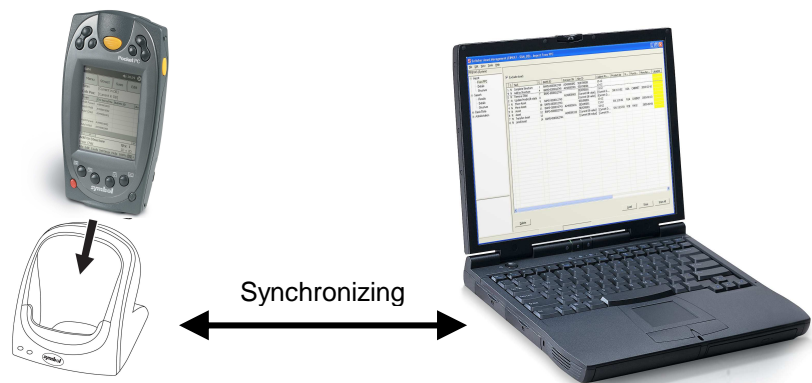
The software in the handheld computer is described in this User Guide.

Handling of hardware and computer-specific software is described in separate manuals for each manufacturer/model of handheld computer.

Program Start-up

To Start SAM

Switch on the handheld PC.

Start the SAM program from the screen by tapping the SAM Icon if it is not already started.

The main screen is displayed:

The main functions can be selected from a screen menu by tapping the **[Menu]** button on the screen.

The main menu is displayed (**Menu 1**):
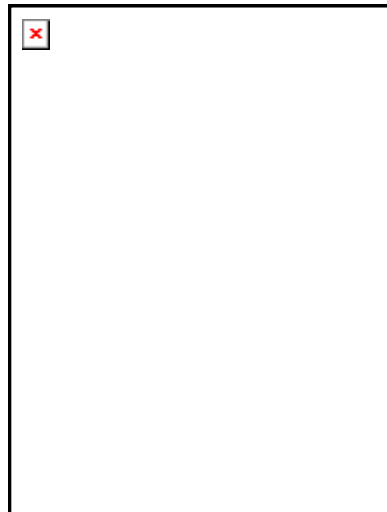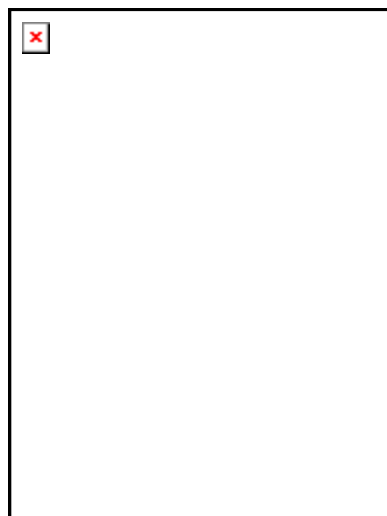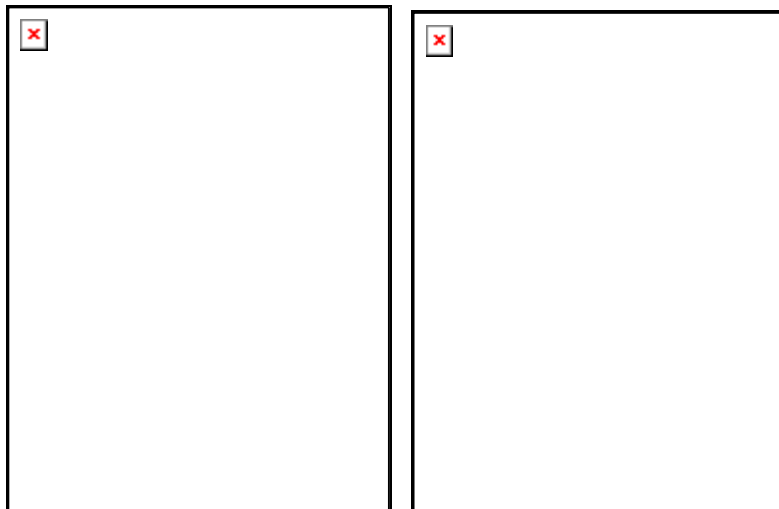

By tapping on the **[-->]** button **Menu 2** will open. Tapping on **[<--]** will take you back to **Menu 1**.

In the menu bar at the bottom of the screen other functions can be selected.

All transactions that are made are shown on the screen with the last at the bottom.

The Main Screen

When SAM is started, the main screen is displayed:

Tapping on the X in the upper right corner does not exit the application. On a PocketPC, the X is the equivalent of closing a window. If you really want to exit the application, you must use the **File** menu. Please refer to section "Exit" on page 51.

N.B. It is normally not necessary to exit the application.

The columns have the following contents:

Column	Contents
Type	The transaction type. For example, if you have selected the transaction Add to Structure, the Type will be Add Struct.

|	The following types exist: Compl Parent Compl Child Add Parent Add Child Remove Transfer Lend Show Move Eri Asset Ext Asset Upd Repair Calibrate Off Site
Eri Serial No	If an Ericsson Serial Number is scanned, it is displayed here.
BAMS ID	If a BAMS ID is scanned, it is displayed here.
Asset ID	If an Asset ID is scanned, it is displayed here.
Old Asset ID	If an Old Asset ID is scanned, it is displayed here.
Manuf. Serial	If a Manufacturer's Serial Number is scanned, it is displayed here.
Func. Des.	If a PDF code is scanned, containing the Functional Designation, it is displayed here.
Prod. No	If a PDF code is scanned, containing the Product Number, it is displayed here.
R-state	If a PDF code is scanned, containing the R-state, it is displayed here.
Date	If a PDF code is scanned, containing the Manufacturing Date, it is displayed here.
New Prod. No	If the transaction Type is Upd (Update Prod/Rstate), a new Product Number can be entered, it is displayed here.
New R-state	If the transaction Type is Upd (Update Prod/Rstate), a new R-state can be entered, it is displayed here.
Note	Y or blank. Y: A comment or note is entered for this individual. The comment can be read on the PC. Blank: No comment is entered for this individual.
Site ID	The value of the Site ID is displayed here. At the moment an individual is scanned, the Site ID at that particular time is entered here.
Cab Pos	The value of the Cabinet Position is displayed here. At the moment an individual is scanned, the Cabinet Position at that particular time is entered here.
Pos	The value of the Position is displayed here. At the moment a child is scanned, the Position at that particular time is entered here. Position starts at 1 as a default and increases for each child.

The Buttons on the Main Screen

Menu

When the **[Menu]** button is tapped, a menu is opened with several choices.

The main menu is displayed (**Menu 1**):
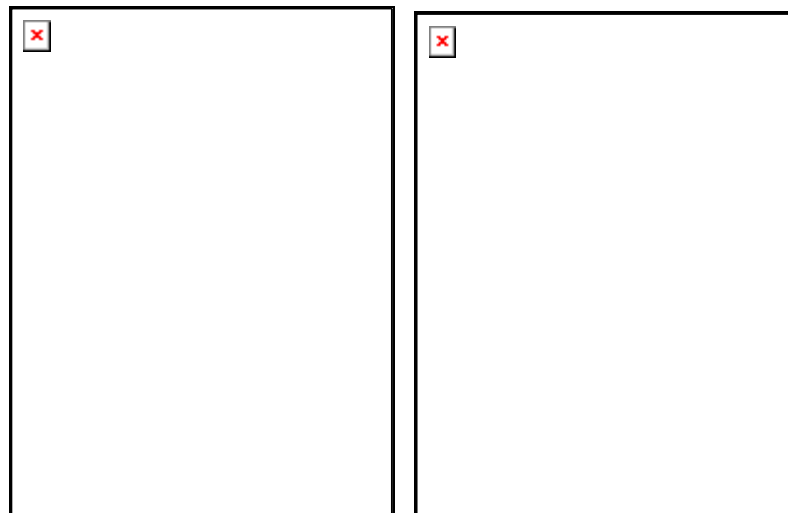
By tapping on the **[-->]** button **Menu 2** will open. Tapping on **[<--]** will take you back to **Menu 1**.

For a description of each of the menu options, refer to "Menu Options" on page 19.
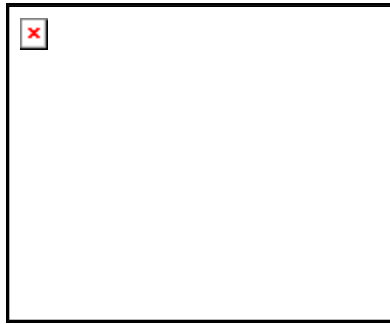
Struct

The **[Struct]** button is exactly the same as the **[Add to Structure]** button in the Menu. Read more about this in section "Add to Structure" on page 23.

Save

The transactions are saved in a file by using the **[Save]** button.

You will be asked if you really want to save:

If you tap on **[Yes]**, the file is saved, if you tap on **[No]** the save process is cancelled.

The filename is put together using the following values:

Site ID + **ID String** + **date and time** + **.unread_SAM_Data**

For example, if the last Site ID scanned was SITE23, and the ID String is set to USER04 the following filename would be used:

SITE23_USER04_2004-07-31_134123.unread_SAM_Data

The date and time of the saved file was 2004-07-31 13:41.23.

Edit

By marking a row in the list and tapping on **[Edit]**, it can be edited. Only some of the values can be edited, and they vary with the transaction type.

If you have scanned an Ericsson serial number, and then tap **[Edit]**, the following dialog is displayed:
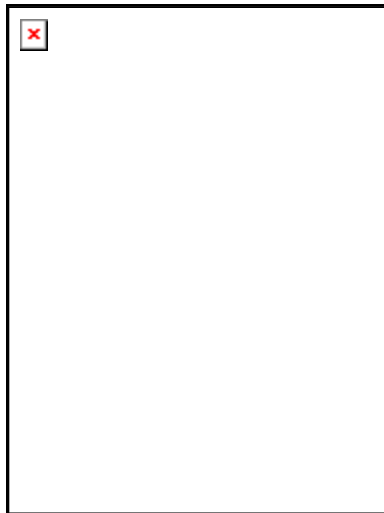
Here you can enter/change BAMS ID, Asset ID and Old Asset ID. It is not possible to enter/change the Ericsson number or a manufacturer's serial number.

If you have scanned a BAMS ID, and then tap **[Edit]**, the following dialog is displayed:

Here you can enter/change Asset ID, Old Asset ID and Manufacturer's Serial Number. It is not possible to enter/change the Ericsson number or BAMS ID.

By tapping on the **[Comment]** button, the following dialog is displayed:

Here you can either scan in or manually enter a comment regarding the individual. Use the input methods of the PPC to enter any information. When you process the individual on the PC, it is possible to look at the entered information.

If you tap **[Edit]** when you are using the **Update Product Number/R-state** transaction, the following dialog is displayed:

Here you can see the current product number and R-state (only if you scanned a PDF-code), and you have the option of entering new values. Use the input methods of the PPC to enter the values.

Menu Options

Complete Structure

This transaction is used when you want to group several assets together, and replace any structure already in the database.

Assets could be entered as individual assets, but the handling of the many related assets will be easier if they are grouped together. A structure is a collection of assets related to each other.

One way of understanding structures, is to compare a structure to a family; there is always a grand parent (top parent) from which all underlying children inherit certain characteristics. Children further down the family tree can be referenced as grand children. A branch of a family tree can move to a new location, and all underlying children will move with their parent.

An asset structure works in the same way, the only differences being that only one parent is required and that it is easy to switch family (move to another structure).

There can be as many children as is necessary on each level, and as many levels as is needed. Any transaction on a parent will also be applied to its children and grand children (if the user doesn't explicitly request otherwise).

Entering the Parent

The first step of creating a structure is to enter the parent that should be at the top of the structure.

When you start the transaction, SAM displays the heading and prompt:

Complete Structure
Enter Parent

The following screen is displayed:

Note that the **Qty: 0** (Quantity) indicates that no children have been scanned yet.

Scan the parent's BAMS ID or Ericsson serial number. SAM displays the heading and prompt:

Complete Structure
Enter Child

The following screen is displayed:

Here, the parent's ID is scanned into the list. Note that the quantity of children is still zero. If you want to add more information to the parent, tap on **[Edit]** to open the edit dialog. Here you can enter BAMS ID and other information. Please refer to the "Edit" section on page 16 for more details.

Scan the first child's BAMS ID or Ericsson serial number. SAM displays the heading and prompt:

Complete Structure
Enter Child

The following screen is displayed:

Note that the quantity has increased by 1, indicating that the structure has 1 child. If you want to add more information to the child, tap on **[Edit]** to open the edit dialog. Here you can enter BAMS ID and other information. Please refer to the "Edit" section on page 16 for more details.

Continue to scan as many children as that level of the structure has. In the following picture, there are 1 parent and two children scanned:

When the level is ready, you can start a new level by choosing the menu option **Complete Structure** once more.

The following picture illustrates the first structure with two children, followed by a new structure with only one child:

If you look closely on the picture, you can see that one of the children's ID in the first structure is repeated in the second structure, this time as a parent. This is the way separate structures are joined.

There is no limit on how many times and on how many levels you can join structures in this way. A full structure may consist of hundreds of children on multiple levels.

Each child added to the structure receives a **Position** number, starting with 1. By selecting a parent or a child and tapping **[Edit]**, the **Edit** dialog is opened:

Here the position is 1, but it can be changed to any value. When subsequent children are scanned, they will start from the position number of the child immediately before them in the transaction list. The starting position for the first child is always 1. Allowed values are any positive numerical value or blank.

N.B. Only children have the field **Position**.

What Separates Complete Structure from Add Structure?

Either of the two structure transactions can be used in the same way; to enter relationships between assets. On the PPC there is no functional difference

between these two transactions. The **Type** column illustrates which one that is being used.

But, when the file with the transactions is transferred to the PC, there will be a difference:

Complete structures will replace any structures already stored in the database.

If you made an error when you recorded the transaction on the PPC, it is possible to switch to the other transaction on the PC before the structure is saved in the database.

For complete structure transactions it is possible to define a *repository* site. Each Test Organization can have a dedicated site to where missing assets can be transferred automatically. When a complete structure is stored, and some of the assets in the structure are missing (compared to the previous time the structure was stored) the assets are moved to the repository site.

Add to Structure

This transaction is used when you want to group several assets together, and add to any structure already in the database.

Assets could be entered as individual assets, but the handling of the many related assets will be easier if they are grouped together. A structure is a collection of assets related to each other.

One way of understanding structures, is to compare a structure to a family; there is always a grand parent (top parent) from which all underlying children inherit certain characteristics. Children further down the family tree can be referenced as grand children. A branch of a family tree can move to a new location, and all underlying children will move with their parent.

An asset structure works in the same way, the only differences being that only one parent is required and that it is easy to switch family (move to another structure).

There can be as many children as is necessary on each level, and as many levels as is needed. Any operation on a parent will also be applied to its children and grand children (if the user doesn't explicitly requests otherwise).

Entering the Parent

The first step of creating a structure is to enter the parent that should be at the top of the structure.

When you start the transaction, SAM displays the heading and prompt:

Add to Structure
Enter Parent

The following screen is displayed:

Note that the **Qty: 0** (Quantity) indicates that no children have been scanned yet.

Scan the parent's BAMS ID or Ericsson serial number. SAM displays the heading and prompt:

Add to Structure
Enter Child

The following screen is displayed:

Here, the parent's ID is scanned into the list. Note that the quantity of children is still zero. If you want to add more information to the parent, tap on **[Edit]** to open the edit dialog. Here you can enter BAMS ID and other information. Please refer to the "Edit" section on page 16 for more details.

Scan the first child's BAMS ID or Ericsson serial number. SAM displays the heading and prompt:

Add to Structure
Enter Child

The following screen is displayed:

Note that the quantity has increased by 1, indicating that the structure has 1 child. If you want to add more information to the child, tap on **[Edit]** to open the edit dialog. Here you can enter BAMS ID and other information. Please refer to the "Edit" section on page 16 for more details.

Continue to scan as many children as that level of the structure has. In the following picture, there are 1 parent and two children scanned:

When the level is ready, you can start a new level by choosing the menu option **Add to Structure** once more.

The following picture illustrates the first structure with two children, followed by a new structure with only one child:

If you look closely on the picture, you can see that one of the children's ID in the first structure is repeated in the second structure, this time as a parent. This is the way separate structures are joined.

There is no limit on how many times and on how many levels you can join structures in this way. A full structure may consist of hundreds of children on multiple levels.

Each child added to the structure receives a **Position** number, starting with 1. By selecting a child, and tapping **[Edit]** the **Edit** dialog is opened:

Here the position is 1, but it can be changed to any value. When subsequent children are scanned, they will start from the position number of the child immediately before them in the transaction list. The starting position for the first child is always 1. Allowed values are any positive numerical value or blank.

What separates Add Structure from Complete Structure?

Either of the two structure transactions can be used in the same way; to enter relationships between assets. On the PPC there is no functional difference between these two transactions. The **Type** column illustrates which one that is being used.

But, when the file with the transactions is transferred to the PC, there will be a difference:

Added structures will complement any structures already stored in the database.

If you made an error when you recorded the transaction on the PPC, it is possible to switch to the other transaction on the PC before the structure is saved in the database.

N.B. The concept of the *repository* site, as described in the Complete Structure section, is not applicable to Add Structure transactions.
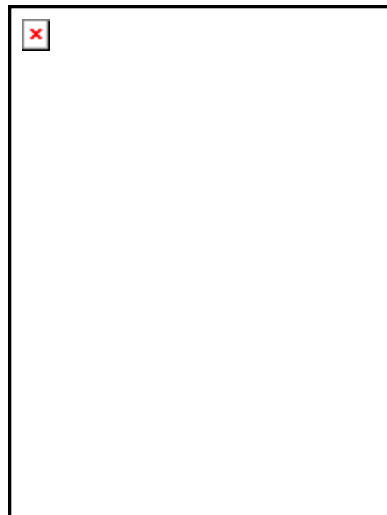
Remove Child

This transaction is used when you want to *remove a unit from a structure*. For example, a board in a rack is supposed to be removed and used as a spare.

When you start the transaction, SAM displays the heading and prompt:

Remove Child
Enter Serial No

The following screen is displayed:

Scan the unit or units that no longer are a part of the structure. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows three different units that will be removed from their respective structure when processed on the PC:

If a unit does not belong to a structure, nothing happens on the PC.

Upd Prod/R-state

This transaction is used when you want to change or update the product number and/or R-state of an Ericsson asset. It can also be used to change the product identification of any non-Ericsson units.

When you start the transaction, SAM displays the heading and prompt:

Update Prodno/R-state
Enter Serial No

The following screen is displayed:

Scan the unit that is to be updated.

The following screen shows a unit that will be updated when processed on the PC:

If you want to enter the new product number and/or new R-state, tap on the **[Edit]** button to open the Edit dialog:

Here you can enter the new values.

Use the input methods of the PPC or the scanner:

If you scanned a PDF-code, the current product number and R-state is displayed. The new values are also filled-in, to speed up the input of new values since they are very often just variants of the current values:

The following picture illustrates a change from SXA 111 202|R2B to SXA 111 101/1|R3D:

When you have entered the new values, tap on the **[OK]** button to return to the main screen.

When the transaction is processed on the PC, the new values will replace the values already in the database. You will also get the option to print a new label which reflects the new values.
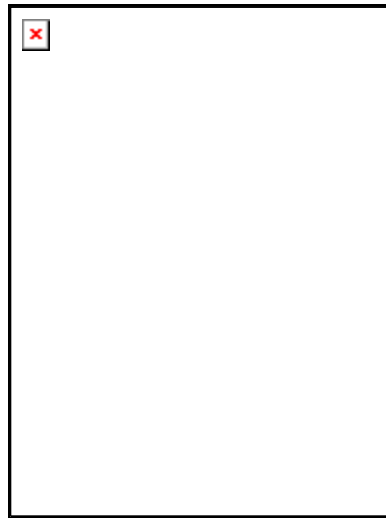
Show Asset

This transaction is used when you want to look up assets in the database.

When you start the transaction, SAM displays the heading and prompt:

Show Asset
Enter Serial No

The following screen is displayed:

Scan the unit or units that are to be shown. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows five different units that will be displayed when processed on the PC:
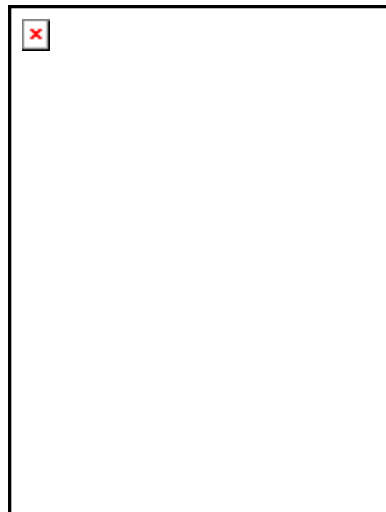
Each of the assets can have a structure and you can perform many operations on them as soon as they are displayed on the PC. This transaction can be used in the following cases:

- You just want to look at the details for a particular asset

- You want to perform an operation that cannot be performed using the PPC

- You are not sure what you want to do with the asset

- You want to show the asset data to someone

Move Asset

This transaction is used when you want to move an asset from one location to another within one organization. If you want to move an asset to another organization, you must use the **Transfer Asset** transaction.

When you start the transaction, SAM displays the heading and prompt:

Move Asset
Enter Serial No

The following screen is displayed:

Scan the unit or units that are to be moved. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows six different units that will be moved when processed on the PC:

Each of the assets can have a structure and the structure will be moved along with the scanned asset. On the PC you will get the option to disconnect the structure before moving.
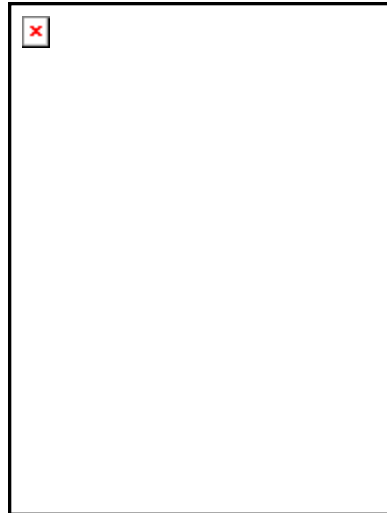
Ericsson Asset

This transaction is used when you want to add a new Ericsson unit to the database.

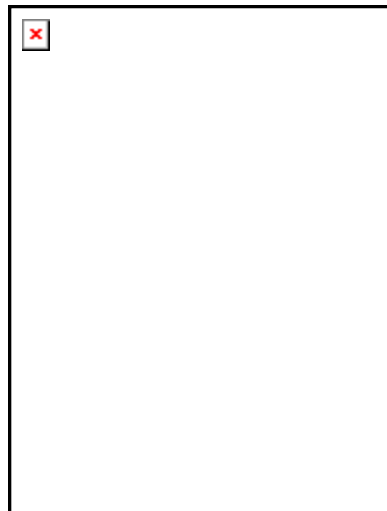When you start the transaction, SAM displays the heading and prompt:

Ericsson Asset
Enter Serial No

The following screen is displayed:

Scan the unit that is to be added.

The following screen shows a unit that will be added to the database when processed on the PC:

If you have additional numbers or identifications for the unit, tap on the **[Edit]** button to open the Edit dialog:

Here you can add BAMS ID, Asset ID and Old Asset ID to the Ericsson Asset. It is not possible to add a Manufacturer's Serial Number for Ericsson units (the Ericsson serial number is actually the manufacturer's serial number, hence it is already entered). Use the scanner or the input methods of the PPC. The scanner puts data in the field having the cursor.

When the additional information is entered, tap on the **[OK]** button to return to the main screen:

If you have more Ericsson Assets, continue by scanning the next Ericsson Serial Number.

This function can also be used to update any identification for an Ericsson Asset already in the database. Just scan the Ericsson number and then use the edit dialog to enter the new values. When the transaction is processed on the PC, the new values will replace values already in the database.
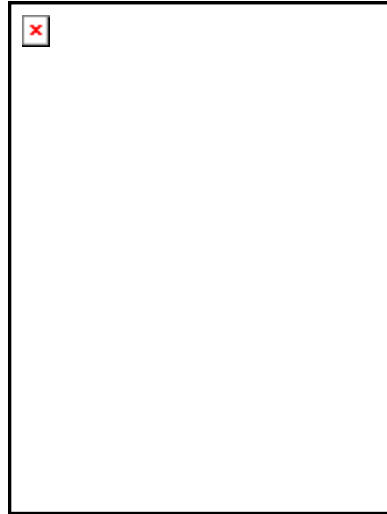
External Asset

This transaction is used when you want to add a new general unit to the database. A general unit can be a 3:rd party unit (equipment not manufactured by Ericsson).

When you start the transaction, SAM displays the heading and prompt:
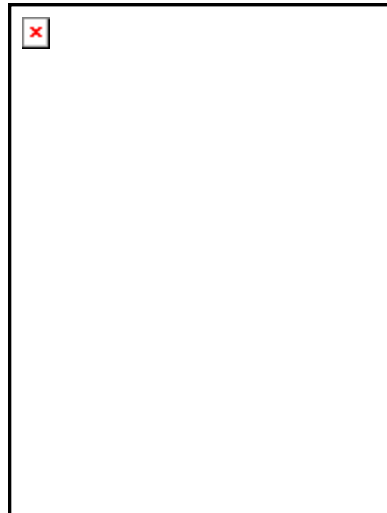
External Asset
Enter BAMS ID

The following screen is displayed:

Scan the unit that is to be added.

The following screen shows a unit that will be added to the database when processed on the PC:

If you have additional numbers or identifications for the unit, tap on the **[Edit]** button to open the Edit dialog:

Here you can add Asset ID, Old Asset ID and Manufacturer's Serial Number to the External Asset. It is not possible to add an Ericsson Serial Number, since then it wouldn't be an external asset. Use the scanner or the input methods of the PPC. The scanner puts data in the field having the cursor.

When the additional information is entered, tap on the **[OK]** button to return to the main screen:

If you have more External Assets, continue by scanning the next BAMS ID.

This function can also be used to update any identification for an External Asset already in the database. Just scan the BAMS ID and then use the edit dialog to enter the new values. When the transaction is processed on the PC, the new values will replace values already in the database.

Repair Asset

This transaction is used when you want to send an asset to a repair centre.

When you start the transaction, SAM displays the heading and prompt:

Repair Asset
Enter Serial No

The following screen is displayed:

Scan the unit or units that are to be repaired. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows four different units that will be sent to a repair centre when processed on the PC:

If the assets have a structure, all the units in the structure below the scanned unit will be sent to a repair centre. On the PC, if you don't have access to the asset (maybe it is already in another organization or site) you will not be able to do the transfer.

Calibrate Asset

This transaction is used when you want to send an asset to a calibration centre.

When you start the transaction, SAM displays the heading and prompt:

Calibrate Asset
Enter Serial No

The following screen is displayed:

Scan the unit or units that are to be calibrated. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows four different units that will be sent to a calibration centre when processed on the PC:

If the assets have a structure, all the units in the structure below the scanned unit will be sent to the calibration centre. On the PC, If you don't have access to the asset (maybe it is already in another organization or site) you will not be able to do the transfer.

Off Site Asset

This transaction is used when you want to send an asset to an off site destination. Examples of off site destination can be shows, reviews. Off site is any place that doesn't fit into the Move, Repair or Calibrate functions.

When you start the transaction, SAM displays the heading and prompt:
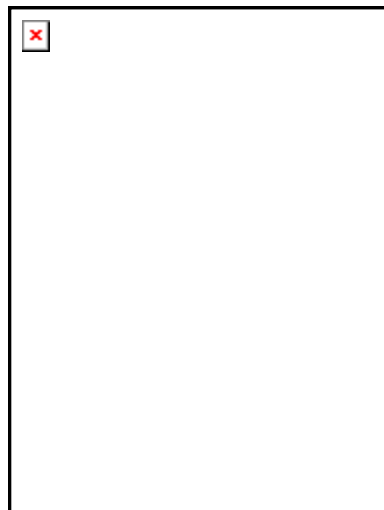
Off Site Asset
Enter Serial No

The following screen is displayed:
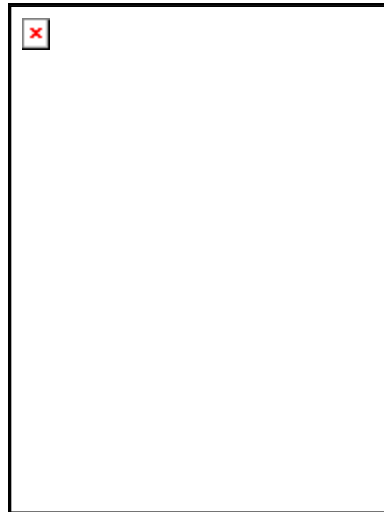
Scan the unit or units that are to be sent off site. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows four different units that will be sent off site when processed on the PC:

On the PC, you can choose from a list of predefined Off Site destinations. The list can be updated by users having the access to the **Off Site Destinations** function.

If the assets have a structure, all the units in the structure below the scanned unit will be sent off site. On the PC, if you don't have access to the asset (maybe it is already in another organization or site) you will not be able to do the transfer.

Transfer Asset

This transaction is used when you want to transfer an asset *from one organization to another*.

When you start the transaction, SAM displays the heading and prompt:

Transfer Asset
Enter Serial No

The following screen is displayed:

Scan the unit or units that are to be transferred. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows five different units that will be transferred from their current organization when processed on the PC:

If the assets have a structure, all the units in the structure below the scanned unit is transferred. On the PC, if you don't have access to the asset (maybe it is already in another organization or site) you will not be able to do the transfer.

Lend Asset

This transaction is used when you want to lend an asset from one organization to another. The asset will be assigned to the new organization temporarily, the owner is not changed. While the asset is lended, the owner can still see the asset and change **Net Book Value** and **Owner Account**. The borrowing organization can change all values except these two.

When you start the transaction, SAM displays the heading and prompt:

Lend Asset
Enter Serial No

The following screen is displayed:
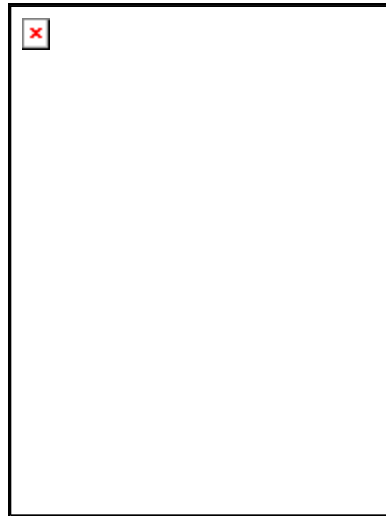
Scan the unit or units that are to be lent. If you want to add a comment, tap on **[Edit]** to open the comments dialog. Please refer to the "Edit" section on page 16 for more details.

The following screen shows six different units that will be lent from their current organization when processed on the PC:
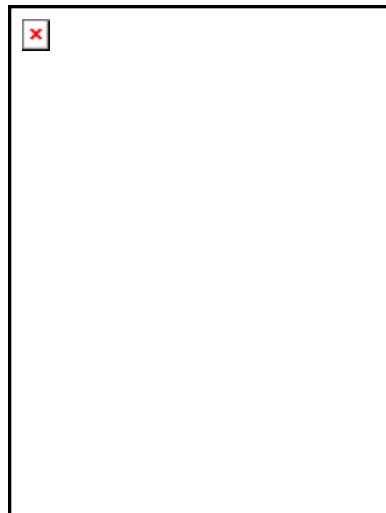
If the assets have a structure, all the units in the structure below the scanned unit is lent. On the PC, if you don't have access to the asset (maybe it is already in another organization or site) you will not be able to do the lend transaction.

Inventory

This transaction is used when you want to scan units on a particular location (site and cabinet position) and compare them to what is stored in the SAM database. When you perform the transaction on the PC, a list is displayed illustrating the differences between the location in the real world (what you scanned) and what is known to SAM (the contents in the database).

You can see whether units are added, missing or moved, and take proper action depending on their status. Please refer to the PC User Guide for more information on this topic.

When you start the transaction, SAM displays the heading and prompt:

Inventory
Enter inventory start item

The following screen is displayed:

Scan the unit or units that are to be inventoried. For each new location, scan the **Site ID** and optional **Cabinet Position**.

The following screen shows four different units that are inventoried:

If you change the site and cabinet position, the values are displayed to the far right for each asset:

When you are finished scanning the units you want to inventorize, either select another transaction form the menu or save the file.

Labels

Entering Site IDs

Site ID labels are used to identify the site for all units that are scanned after the Site ID label. A new Site ID label can be scanned at any time within a transaction, and as many times as is necessary.

The scanned Site ID is displayed in the PC program and can then be changed.

This picture illustrates that the **Site ID `SE/KI38002`** has been entered or scanned into the PocketPC:
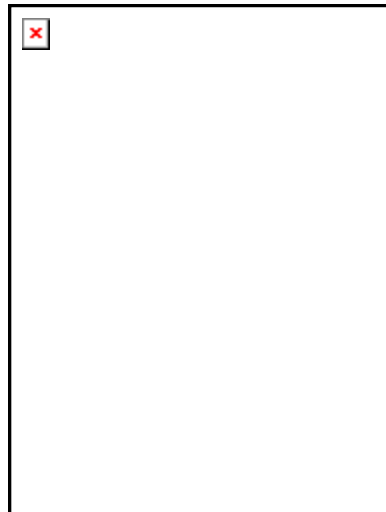
This picture illustrates that the **Site ID NO/OS00002** has been entered or scanned into the PocketPC after the first three scans, and then three more scans have been performed:

When a Site ID is entered, the **Cabinet Position** i set to **[Blank]** automatically. The reason for this is that it is worse having the wrong cabinet position than having no cabinet position at all.

There are two possible values for **Site ID**:

An entered value	The entered value is transferred to the PC, and can be used as a Site ID if:
	• The site exists
	• The user has access
[Current in DB]	No value is transferred to the PC. The Site ID will keep the value already set in the database for this asset.

N.B. The values set in the PocketPC can always be changed on the PC before the asset is saved. If you forget, or set the wrong value it can be corrected on the PC.

The entered value can be any string identifying a site, as long as the site is available in SAM; the site must be in the **Sites** list and the user processing the transaction list must have access to the site.

To set the value **[Current in DB]** you must use the **Set Site ID** option in the **Settings** menu on the menu bar:

For more details, please refer to "Set Site ID" on page 56.

Designing Site ID labels

Site ID labels are printed in 1D barcodes and Code39 is recommended since the PocketPC always will be able to read it (in both 2D and 1D+2D mode). If Code128 is used the scanner must be in 1D+2D mode.

The barcode for the site must always start with a FACT prefix of "1L". For example, the Site ID string **SE/KI38001** must be encoded in the barcode as **1LSE/KI38001**.

Entering Cabinet Positions

Cabinet Position labels are used to identify the position for all units that are scanned after the position label. A new position label can be scanned at any time within a transaction, and as many times as is necessary.

This picture illustrates that the **Cabinet Position TESTLAB** has been entered or scanned into the PocketPC:

This picture illustrates that the **Cabinet Position ROOM12** has been entered or scanned into the PocketPC after the first three scans, and then three more scans have been performed:

The entered value can be any string identifying a cabinet position.

There are three possible values for **Cabinet Position**:

An entered value	The entered value is transferred to the PC, and can be used as a Cabinet Position.
[Blank]	No value is transferred to the PC. The Cabinet Position will be blank.
[Current in DB]	No value is transferred to the PC. The Cabinet Position will keep the value already set in the database for this asset.

N.B. The values set in the PocketPC can always be changed on the PC before the asset is saved. If you forget, or set the wrong value it can be corrected on the PC.

To set the values **[Blank]** or **[Current in DB]** you must use the **Set Cabinet Position** option in the **Settings** menu on the menu bar:

For more details, please refer to "Set Cabinet Position" on page 57.

Designing Cabinet Position labels

Cabinet Position labels are printed in 1D barcodes and Code39 is recommended since the PocketPC always will be able to read it (in both 2D and 1D+2D mode). If Code128 is used the scanner must be in 1D+2D mode.

The barcode for the position must always start with a FACT prefix of "20L". For example, a Cabinet Position string **10-11** must be encoded in the barcode as **20L10-11**.

Entering Both Site ID and Cabinet Position

It is possible to set the Site ID and Cabinet Position individually and regardless of the other setting with one exception. Whenever a **Site ID** is entered, the **Cabinet Position** is set to **[Blank]** automatically. The reason for this is that it is worse having the wrong cabinet position than having no cabinet position at all.

If you want to scan both **Site ID** and **Cabinet Position** for an asset, you must start with the **Site ID**, otherwise the entered **Cabinet Position** will be blanked.

This picture illustrates that the **Site ID SYSTEST3** and **Cabinet Position ROOM45** has been entered or scanned into the PocketPC:
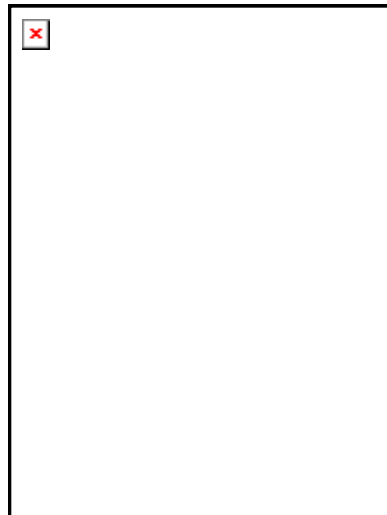
This picture illustrates that the **Site ID `SYSTEST3`** and **Cabinet Position `ROOM45`** will be used for the next scan:
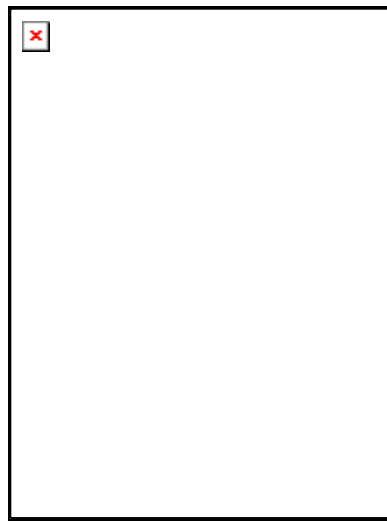

The scan can either be the sixth **Move Asset** (five have already been scanned in the picture above) or a new transaction. The values will be retained until either of the two values is changed by the user.

For more information, please refer to the two sections "Entering Site IDs" and "Entering Cabinet Positions" on pages 45 and 47.

Functions in the Menu Bar

File Menu

Save

The same as the **[Save]** button on the main screen. Please refer to "Save" on page 15.

Exit

Closes the SAM application. Normally, this is not necessary, but upgrading and lock-ups may need to exit the application.

If you are having problems with discharged batteries while leaving the PPC unused for longer time periods (more than a week), then you can exit the application to save the battery.

Edit Menu

Remove All Rows

Remove all transactions from the screen.

Clears the transaction buffer, and starts from the beginning.

Manual Input

This option is used to manually enter data instead of scanning.

Select this option, and then tap the keyboard icon at the bottom right corner to display the keyboard.

The following screen is displayed:

In this picture, the keyboard is displayed. You have to invoke the keyboard manually, it is not opened automatically. Without any of the three input methods (Block Recognizer, Keyboard or Letter Recognizer) it is not possible to use the manual input.

Undo

If you want to remove the last row in the current sequence, select the **Undo** option from the **Edit** menu. It is only possible to undo within the current transaction type.

Tools Menu
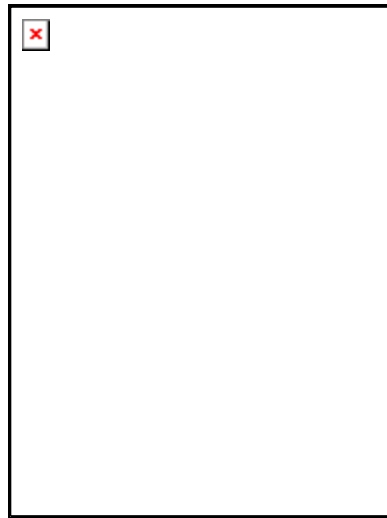
Change Character Size

This option lets you switch between two different character sizes.

Select this option to enlarge the characters if they are to small, or to see more of the data in the list.

The column widths can also be changed manually by tap-and-hold the divider between column headings.

The following screens displays the two character size settings:
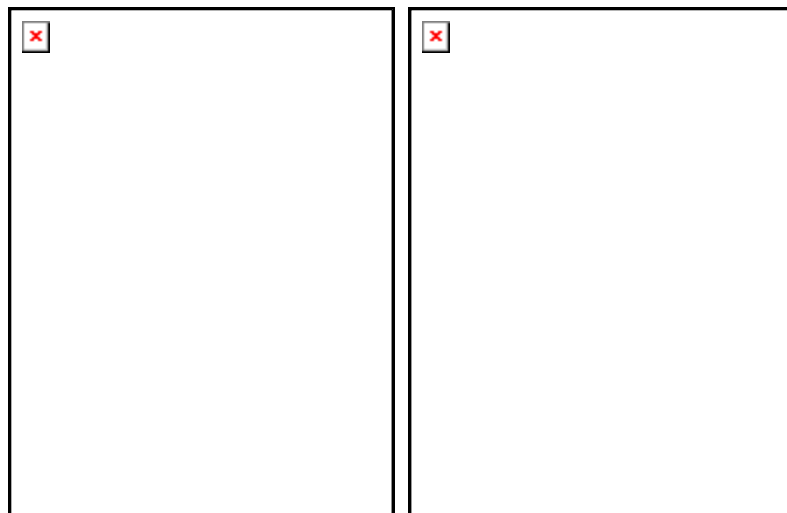
Settings Menu

Edit INI-file

The initialization file contains values that affect the functionality of SAM.

To edit a value, tap on the value to select it, then use the keyboard to change the value. It does not matter if you use CAPS or not. SAM will correct the input.

The following settings can be changed:

Setting	Value	Comment
`ASSET ID ENABLED`	Y or N	Y: Asset IDs can be scanned, and will be transferred to the PC as Asset IDs. N: Asset IDs are not possible to scan. Though they may be transferred as Old Asset IDs. **N.B.** Restarting SAM is necessary.
`ASSET ID LENGTH`	Integer	Obsolete.
`TRIGRAM`	3 characters or blank	Any three characters: These characters will be added to the numbers identified by the length parameter in ASSET ID LENGTH. Blank: The asset ID will not have three characters at the beginning.
`TRIGRAM CONTROL ENABLED`	Y or N	Y: The Asset IDs format is controlled to confirm with the TRIGRAM standard. N: No control of the Asset ID format is performed at all. **N.B.** Restarting SAM is necessary.
`ENABLE 2D SCANNER`	Y or N	Y: The 2D functionality of the scanner in the PPC is enabled.

		N: The 2D functionality of the scanner in the PPC is disabled. The laser beam will only sweep in one direction. **N.B.** Restarting SAM is necessary.
`ENABLE 2D BUTTON`	A or B	A: The default state for the scanner is 1D+2D. B: The default state for the scanner is 2D. **N.B.** Restarting SAM is necessary.

N.B. Several of the settings needs SAM to be restarted to take effect.

The following screen is displayed:
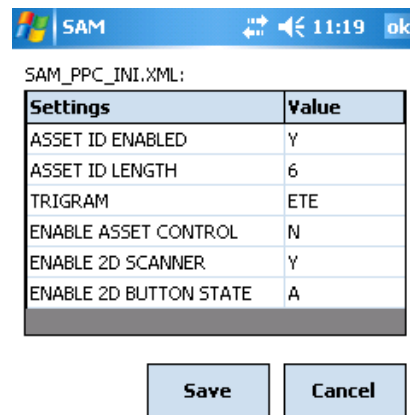
Confirm with the **[Save]** button.

Toggling Scan Mode

This button switches between reading 2D barcodes only, and allowing both 2D and 1D barcodes.
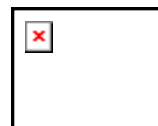
The PocketPC can read the codes PDF417, Code39 and Code128.

In order to be sure to read the PDF417 code instead of the one-dimensional code the one-dimensional codes can be disabled.

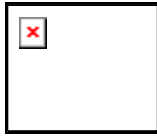The current status is displayed on the button.

Scan Mode = **[1D + 2D]**
All codes are accepted by the scanner

Scan Mode = **[2D]**
Only 2D codes and Code39 are accepted. Code 128 will not be accepted.

Set ID String ()

To scan a string identifying the user or PPC select the Set ID String() option.

The ID String can be scanned or entered using the keyboard.

Tap the keyboard icon at the bottom right corner if you want to use the keyboard. The first of the PPC command buttons can be used instead of the keyboard icon.

If the identifying string is scanned, it will be used in the filename of the file created for the SAM PC program. By having an ID String in the filename, it may be easier to identify your files in a shared directory with files from many users.

The ID can be any type of identification. Some examples are User ID, PocketPC ID, Team or repair centre.
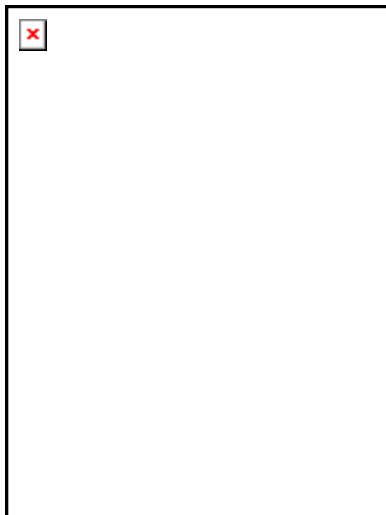
Confirm with the **[OK]** button.

When an ID String has been entered, it is displayed in the menu like this:

Set Site ID

To set the current **Site**, select the Set Site ID menu option.

The site ID can be scanned or entered using the keyboard.

Tap the keyboard icon at the bottom right corner if you want to use the keyboard. The first of the PPC command buttons can be used instead of the keyboard icon.

A label with the site ID can be printed from SAM PC program and attached somewhere at the site.

If the Site ID is scanned, it is used in the filename of the file created for the SAM PC program. By having the site ID in the filename, it is easier to remember which site the transactions belong to.

The SAM PC program takes the scanned Site ID and suggests that as site ID when you load the file.

Confirm with the **[OK]** button.

Set Cabinet Position

To set the **Cabinet Position**, select the Set Cab. Pos. menu option.

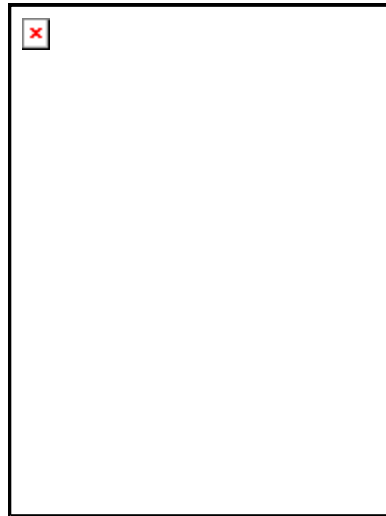The Cabinet Position can be scanned or entered using the keyboard.

Tap the keyboard icon at the bottom right corner if you want to use the keyboard. The first of the PPC command buttons can be used instead of the keyboard icon.

A label with the Cabinet Position can be printed from SAM PC program and attached somewhere at the site.

Confirm with the **[OK]** button.

Help Menu

About

The About option is used to show the program version of the SAM PocketPC program.

Battery Indicator

Shows the lifetime of the battery in percent. The reading is decreased in steps of 10 percent.

Glossary of Terms

ActiveSync   Software from Microsoft allowing a PocketPC to synchronize with a PC. Any changed files (such as the transaction files created by SAM PPC) are automatically copied to the other part (in this case the PC).

Asset ID   Inventory number for assets. Defined format like aaa-123456 or aaa-1234567890.

BAMS ID   Global unique number for assets. Defined format like aaaa-1234567890.

Cabinet Position   A string of characters or numbers identifying a physical location. For instance, a shelf in a storage room can be labelled SHELF 3, which could be used to identify the whereabouts of an asset. When identities like this is entered into SAM, either manually or by using the barcode reader, they are referenced as Cabinet Positions.

Code39   A 1-dimensional barcode:

Code128   A 1-dimensional barcode:

Ericsson serial number   A unique serial number within Ericsson. Normally 10 characters, where the first three identify the factory in which the unit was manufactured.

PDF417   A 2-dimensional barcode:

Position   A number identifying a physical mounting position. For instance slot 3 in a rack. The position is always increased from the position of the previous child. When a parent is scanned, position is always reset to 1, but could be changed for all children individually.

Prompt   A text displayed to indicate what next number SAM expects.

Site ID   A unique "Site location ID" of the site.