Cycling Controllable Property (Android)

Step 1: In the menu bar tap on TOOLS

Step 2: Tap on GROUP SCAN
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Step 3: Tap on click to select group

Step 4: Tap on Assets.
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Step 5: Assets appears on Group Scan
Verify Duplicate After Scan (should be checked)
Prompt Each Time (should be checked)
Tap on the check mark

Step 6: Tap on Scan Barcode
Cycling Controllable Property (Android)

Step 7: The barcode scanner will pop up and you can now scan your asset.

Step 8: After scanning the Bar Code Input screen will reappear. Tap either Finish Group Scan or Scan Barcode. Scan Barcode will allow you to add more records to the group for the same location.
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Step 9: Tap on Apply Group Actions

Step 10: Tap on Dept Audit
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Step 11: Fill out all required fields marked with a *

Then tap Save.

Step 12: Your changes will be saved. You should see
A red “Group action created” pop up on the screen
And then disappear. You are now finished
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You will receive an email from Asset Panda indicating the equipment you have updated.

The attached file has the list of equipment you updated today in Asset Panda.

The Dept Audit action was performed on 09/18/2019 by Daniel Brierley <dan.brierley@uconn.edu>

Your report was generated.
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Step 13: After creating the “Group Action” you can either:

1. Start a new group scan and continue to work within AssetPanda
2. You can minimize the app and tap on the X to exit.
What Happens When you Lose Wi-Fi?

When Wi-Fi Connection is lost you will receive the following screen. When the connection is re-established your progress will resume exactly where you left off. No data will be lost.