

ADMINISTRATOR MANUAL

Tracker4all



Tracker4all

INTERNAL TRACKING OF MATERIAL & SHIPMENT

Contents

Table of contents	
1. General information.....	3
2. Cloud or on-premises.....	3
3. Requirements - Platform.....	4
4. Important information.....	4
5. Login.....	5
6. System Administration.....	5
6-1. Dashboard.....	6
6-2. Locations and Modules.....	6
6-3. Status.....	7
6-4. Admins.....	11
6-5. Report designer.....	12
6-6. Cronjobs.....	12
6-7. Licensing.....	12
7-1.0. Support.....	13
7-1.1. Help Center.....	13
7-1.2. Ticket.....	14
7-1.3. Interface REST API.....	14
8. Overview of the variables in the E-Mail templates.....	15

1. General information

The Tracker4all software is a solution for the management and movement of accounting operations (goods - shipments - machines - tools - general goods - information), whose functionalities include recording, state changes, physical location changes and entries and exits, as well as real-time information and tracking options.

The software was developed on the premise of ensuring a clear and self-explanatory flow of the individual functions without the need for a certain level of expertise or a correspondingly long training period. Depending on the user and his rights, extensive functions are executable and individual adjustments are possible.

The used technology is Angular (frontend, Google) and Asp.Net Core (backend, Microsoft). These are the most modern technologies that the software development market currently has to offer.

2. Cloud or on-premises

The Tracker4all solution is offered in two different variants.

- **Cloud version:** Here the software is working on external servers and the user receives the URL as well as the access data.
- **Local version:** The software is installed in the customers local network on a PC, server or in the customers' cloud.



Regardless of the selected variant, there is a separate client for mobile devices, which can also be used to access the Tracker4all software. This client is executable on barcode scanners with current Android operating system and smartphones with Android can be used too.

3. Requirements - Platform

Choose platform

Tracker4all works under Microsoft IIS and in Azure Storage. This means the solution is at home on your own PC or server, as well as a virtual machine in the cloud.

And all this is also available as a purchase option or for rent. Flexibility is not just an empty word here, it is reality.

CLOUD OR AZURE	OWN HARDWARE
 <h2 style="margin: 10px 0;">Cloud / Azure</h2> <p style="color: green; font-size: small;">Hosted in the cloud on VM or Azure</p> <p style="font-size: x-small;">min. Requirements: Standard Plan S1 SQL Single Standard Database App Service Plan S1 SendGrid Account</p>	 <h2 style="margin: 10px 0;">On-Premises</h2> <p style="color: blue; font-size: small;">On own hardware with Microsoft IIS Server</p> <p style="font-size: x-small;">min. Requirements: 8 GB Memory 1 CPU 2.4 GHz 30 GB free disk space MS SQL database 2016</p>
App Service Plan S1 SendGrid Account	30 GB freier Disk-Speicher MS SQL Datenbank 2016

4. Important information

The general version of Tracker4all is designed for tracking internal / external bookings as well as internal transports. The software has various connectable modules that can be enabled as needed and are immediately effective.

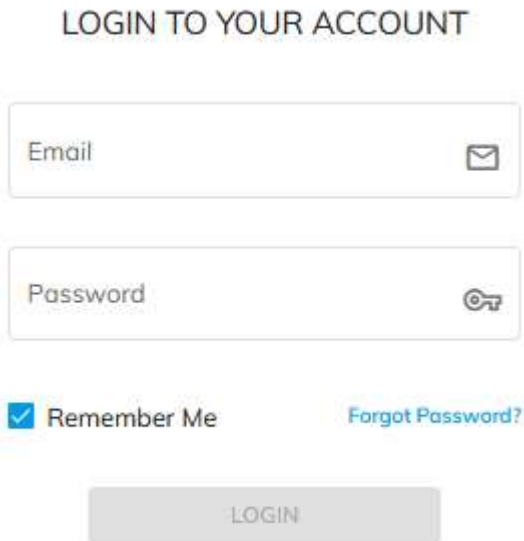
This software can manage one location as well as optionally several locations (module extension) across the board depending on access and access authorization. The Tracker4all is delivered in a specified language of your choice by default. Optional further languages (module extension) as well as an optional language editing (terms can be adapted according to your ideas) are optionally available and can be used individually depending on the location.

Important: Language also includes terms, headings and descriptions that occur in the software in various places and can be changed by the user to suit his needs once the relevant module has been activated.

When using a client (e.g., Android smartphone), the selected language of the respective user, as well as all linguistic customizations can be displayed. Each client can get its own language and the terms, provided that the corresponding modules are installed.

5. Login

The login is done with the stored email addresses and a valid password.



The screenshot shows a login form with the following elements:

- Title: LOGIN TO YOUR ACCOUNT
- Email input field with an envelope icon on the right.
- Password input field with a key icon on the right.
- A checked checkbox labeled "Remember Me".
- A link labeled "Forgot Password?".
- A "LOGIN" button.

The Remember Me setting allows the user to immediately re-enter the software after closing the browser window without explicitly logging in again. Other sessions are also available immediately. If there is no explicit logout, access is limited to 365 days.

After calling up the start page, the user must enter the login data assigned to him (user name = e-mail address and the password). If the password has been entered incorrectly $\geq 5x$, the user will be locked and asked to re-enter the password. Admin and site manager can also actively lock a user in the user settings.

Information:

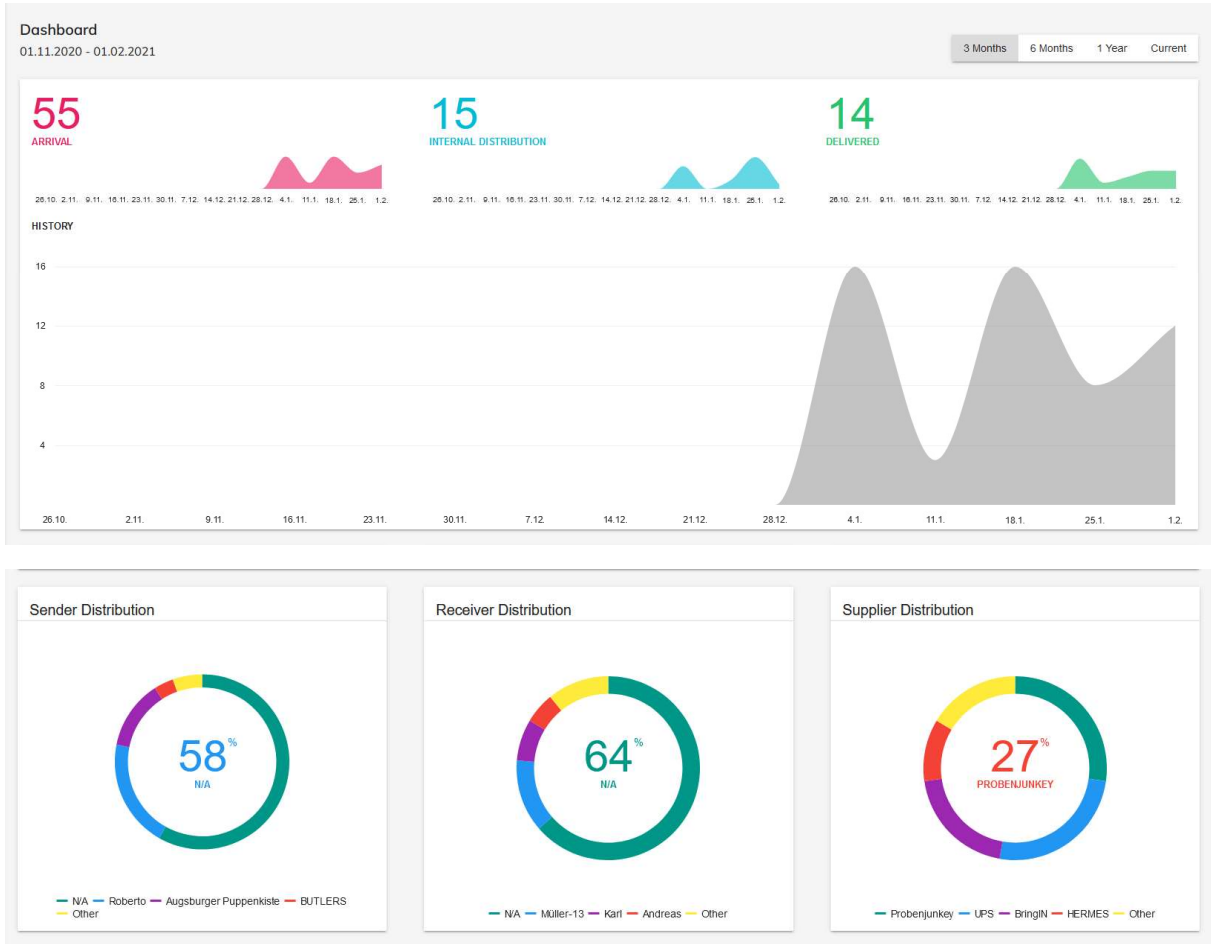
In general, passwords are not visible and can only be changed by the corresponding user!

6. System Administration

This function is only available to the admins. The respective functions are described below. The settings made in the System Administration area apply to all sites.

6-1. Dashboard

The dashboard gives you an overview of all active sites in a cumulative overview of these sites.



6-2. Locations and Modules


Tracker4all can manage an unlimited number of sites (licensing module required). The settings made in the System Administration section apply to all sites. By default, a site is delivered with one language.

+ Add location

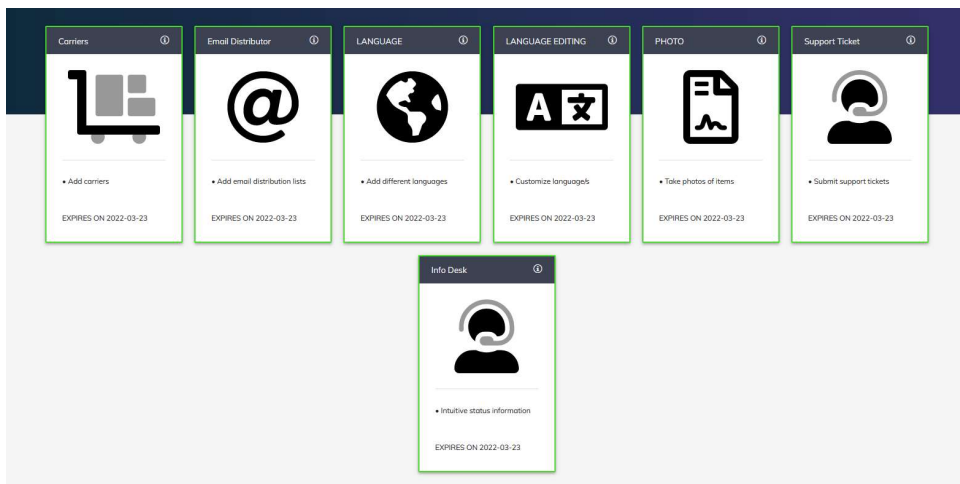
Shortname	Name 1	Name 2	Name 3	Street	Zip	City	Actions
USA	Software	Development	Web/App	Whitehouse	75173	Alabama	
Nord	NL Oben	hoch oben	Probieler	Gustav-Becker-Str. 20 B	21218	Seevetal	
NL Bayern	Bayern	Standort AS	Tester	Dachauer Str. 244	81247	München	

- ✎ Name and short text are mandatory fields. The input of a postal code may be 1 - 12 digits
- ✎ All fields are freely editable and immediately valid for the respective location
- ✎ If a location is deleted, all associated data is also permanently deleted!

Location dependent modules:

Additional modules can be activated individually for each location .

Active and passive modules are visually highlighted, and their runtime is displayed. For activation or extension of the modules please contact your responsible partner.



New modules are constantly being developed and, at the customer's request, we can also implement your specific requirements. Please ask your responsible partner.

6-3. Status

- General:

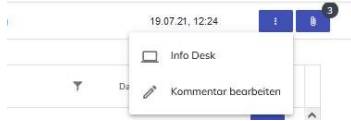
Status is the current state of a booking number. This can be a location, information or assignment, etc.

Not every status change is displayed as the last information for a booking. These exceptions form the status number range ≥ 8000 and are used for information etc. which can occur in all the following explained number ranges. In general, there are 3 basic number ranges (INPUT / INTERNAL DISTRIBUTION / ASSIGNED), which are also displayed in the dashboard in a current overview and monthly overview.

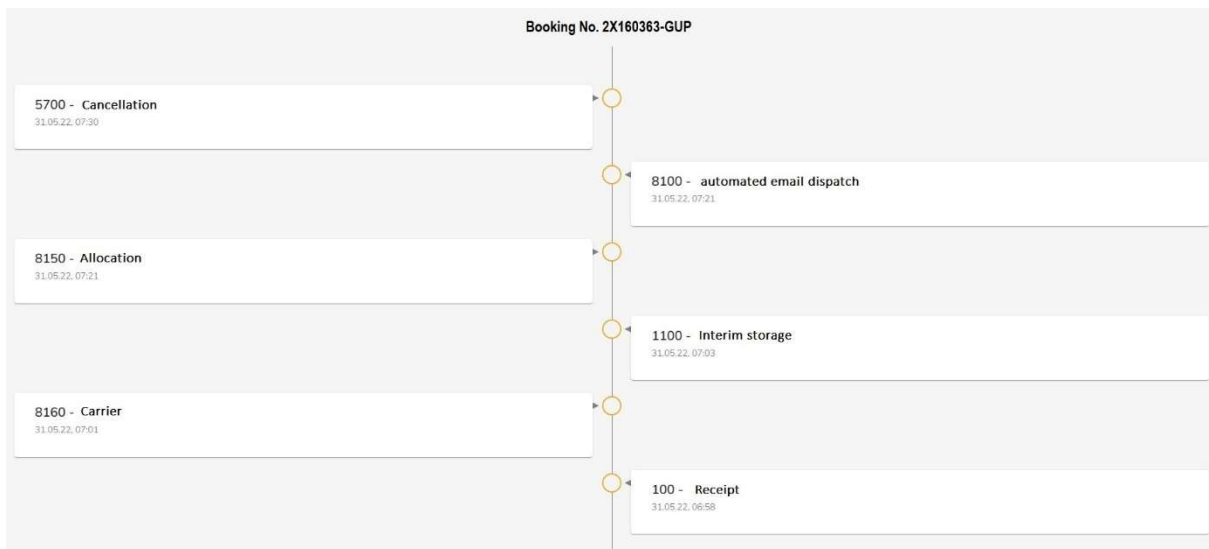
Activation of the Infodesk field:

Infodesk

The Infodesk field can be activated for each status. In case of a notification by mail, the activated statuses are displayed in a chronological order the history. The user gets a complete overview of all movements when activating the button Infodesk



The overview may look like this:



- **RECEIPT OF GOODS:** Booking number range \geq 0001 bis 1000
- **INTERNAL DISTRIBUTION:** Booking number range \geq 1001 bis 5000
- **DELIVERED:** Booking number range \geq 5001 bis 8000
- **„NEUTRAL“** : Booking number range \geq 8001 bis 9000
(will not be displayed in the dashboard)

The following is a detailed explanation of the number ranges and their special features, as well as their non-erasable default values. However, changing the name of a default value or creating new statuses can be done, provided that the corresponding module is enabled.

- **Booking number 1 – 1000 Receipt:** Basically, all new bookings are entered here for the first time. As soon as an existing entry reaches its destination (Delivered = number range ≥ 5500), no further changes are possible within the status range 0001 to 5000.

Default values:

Identifier 100 – Receipt = IN

Identifier 110 – Receipt manual = InMan

In the dashboard, this number range is displayed under "RECEIPT" .

- **1001 – 5000 Internal distributions:** In this number range, an existing accounting number can undergo further extensive physical changes. Examples of physical changes: Booking into a warehouse or vehicle; customs clearance, storage area for self-collectors, etc.

Default values:

-nothing-

Unlimited status changes of an existing booking can be generated at any time in the number ranges from 0001 to 5000. For example, posting an existing booking on a load carrier back to the inbox, or creating an assignment, or posting to the storage area for self-collectors.

In the dashboard, the number range is displayed under "INTERNAL DISTRIBUTION" .

- **5001 – 6000 DELIVERED:** In this number range, existing booking numbers are finally closed. From status 5500 the booking number is finalized. The number range is divided between 5000 to 5500 and 5501 to 6000.

Status changes are only possible within the number range 5000 to 5499 and bookings are completed from status 5500.

Should additional information still be required later, this can be done in the number range 8001 to 9000. Here an additional status is allowed, because in this number range only additional information about the bookings is managed.

Only within these two number ranges further status changes can be made. Further supplementary statuses are also permitted from the number range 8001 to 9000 itself.

Important: Repeating booking numbers are only allowed if the existing booking numbers have min. status ≥ 5500 (delivered) and are thus completed. From this point on, the "old" booking number can no longer be processed.

Examples physical changes: Output to the original recipient, neighbor, or another recipient.

Default values:

Identifier 5500 – Delivered = Off

Identifier 5700 – Cancellation = Cancl, no further bookings can be made.

In the dashboard, the number range is displayed under "OUTPUT" .

Exception: If a booking is given status 5700 = Cancellation, the booking will be "neutralized" in the dashboard. Status 5700 can be performed starting with the Super User authorization.

Note: The difference between a delivery and a cancellation is that in the case of a cancellation, the transaction is retained in the history, but has no effect on an evaluation or statistics and is therefore neutral.

- **6001 – 7000 INTERNAL shipping:** Bookings in this number range are treated as "Delivered" (see also Dashboard display).

Default Values:

Identifier 6500 – Internal shipping = InShp

- **7001 – 8000 EXTERNAL shipping:** Bookings in this number range are treated as "Delivered" (see also Dashboard display).

Default Values:

Identifier 7500 – External shipping = ExShp

8001 – 9000 Neutral: Here is any information about a booking number that is not assigned to one of the 3 main statuses (INPUT - INTERNAL DISTRIBUTION - DELIVERED). These "statuses",

rather to be considered as a property to a booking, can be set at any time and have no effect on changes (e.g., change of number ranges or blocking of previous number ranges on delivery, etc).

They are purely for additional information.

Exception: In this number range an assignment is made to the final destination (identifier 8150 = Alloc). This can be a recipient, location, department, etc.

Examples of information: Mail dispatch, photos, comments, general info.

Default Values:

Identifier 8100 – Email Sending Automatic = MailA

Identifier 8110 – Email Sending Manuel = MailM

Identifier 8150 – Allocation = Alloc

Identifier 8160 – Carrier = Carr

Identifier 8500 – Information = Info

6-4. Admins

This is where the creation, administration, and deletion of users with the ADMIN authorization takes place.

Admins have unrestricted access to all functions and locations.

After creating an admin with a valid email address, he receives an email requesting him to enter a password, which is then only known to the admin.

An admin can also be actively blocked in the system administration. In general, after 5 times of incorrect password entry, the admin's access is automatically blocked. An automated email will be sent to the admin to generate a new password and allow access.

+ Add Admin							
Firstname	Lastname	Email	Logins	Failed Logins	Blocked	Aktionen	
Tom	el Safadi	tsafadi@kes-soft.de	224	0	<input type="checkbox"/>		
Karim	el Safadi	ksafadi@kes-soft.de	0	2	<input type="checkbox"/>		
Marco	Strobel	m.strobel@dservicepoint.com	47	0	<input type="checkbox"/>		
Andreas	Schapperer	andreas@schapperer.de	45	0	<input type="checkbox"/>		
Henning	Meyer	h.meyer@idservicepoint.com	114	0	<input type="checkbox"/>		

6-5. Report designer

Various reports can be created as SQL database queries and retrieved according to your requirements. For this purpose, please contact us.

6-6. Cronjobs


Cronjobs can be created and retrieved on demand. By default, two cronjobs are existing, which e.g. automatically set booking numbers to the status "Delivered" after a defined time period and send an automatic email at defined time periods, if one or more statuses are not reached (e.g. for goods, which are rented).

6-7. Licensing

Management of cross-site licenses (concerns all sites).

The Tracker4all has various modules that are optionally available for all sites or site dependent. The site-independent modules are managed in the Licensing area. For activation, please contact your responsible sales partner. Currently the following modules are offered:


LOCATIONⓘ



- Add multiple locations

EXPIRES ON 2200-11-14


STATUSⓘ



- Add custom status

EXPIRES ON 2200-11-14

REPORTINGⓘ



- Add custom reports

EXPIRES ON 2200-11-14

7-1.0. Support

The support function is available to the site manager and the admin. As an admin, you switch to the Site area for this purpose.

7-1.1. Help Center

In addition to the FAQ, a current manual is available for download in the Help Center. Also, a TeamViewer session for remote support can be initiated.

How can we help?
Find all information about the Tracker.

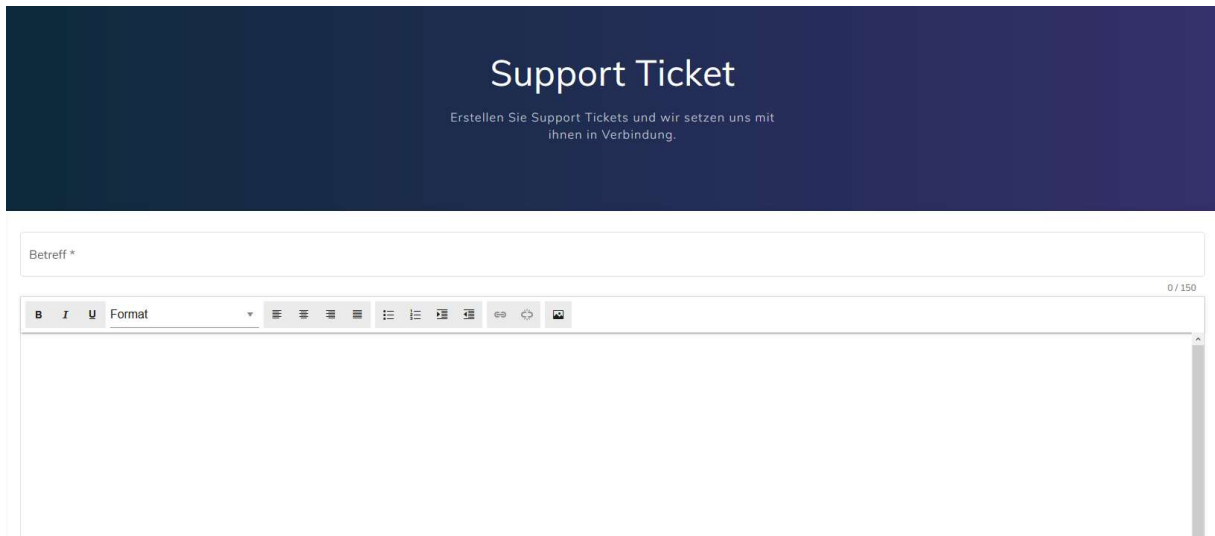
Manual Client manual TeamViewer

- How long does the trial version work?

The duration of the trial is limited and agreed with your administrator. You do not need to do anything else, access is automatically blocked after the trial period expires.
- Which functions can I use?
- How secure is my data?
- Who will help me if I have questions or a problem?
- What happens to the created and collected data after the end of the test phase?
- What do I have to do first so that I can test the Tracker?
- What does customizable menus mean?
- Does the client (PC - tablet - smartphone - barcode terminal) display my selected language?
- Does the language apply to everyone or can I customize it to the specific employee?

7-1.2. Ticket

Here you can contact us directly via message to our ticket system and tell us your request. We will respond as soon as possible and assist with your request.



The screenshot shows a web form titled "Support Ticket" with a dark blue header. Below the header, there is a text input field labeled "Betreff *". Underneath the input field is a rich text editor with a toolbar containing icons for bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, and image. The text editor area is currently empty. In the top right corner of the text editor, the character count "0 / 150" is visible.

7-1.3. Interface REST API

The Tracker4all solution offers an open interface, a so-called REST API in JSON format. This REST API can be used with the popular open-source tool "Swagger" and provides a very simple and targeted way to connect external solutions.

Swagger is an open-source framework based on OpenAPI, which simplifies the documentation of REST APIs and, with the help of the Swagger UI, renders them directly as interactive API documentation.

8. Overview of the variables in the E-Mail templates**Variable Manual**

Variable Name	Definition
General Order Information	
%Item-OrderNr%	Number of the order
%Item-InfoDeskNr%	Info desk number of the order
%Item-DateIN%	Arrival date of the item; First status = 100
%Item-TimeIN%	Arrival time of the item; First status = 100
%Item-DateOUT%	Delivery date of the item; First status >= 5500
%Item-TimeOUT%	Delivery time of the item; First status >= 5500
Supplier Information	
%Supplier-Name%	Name of the supplier
Category Information	
%Category-Name%	Name of the category
Receiver Information	
%Receiver-Name1%	Name 1 of the receiver
%Receiver-Name2%	Name 2 of the receiver
%Receiver-Department%	Department of the receiver
%Receiver-Salution%	Salution of the receiver
%Receiver-Title%	Title of the receiver
%Receiver-Street%	Street of the receiver
%Receiver-Zip%	Zip of the receiver
%Receiver-City%	City of the receiver
Sender Information	
%Sender-Name1%	Name 1 of the sender
%Sender-Name2%	Name 2 of the sender
%Sender-Name3%	Name 3 of the sender
%Sender-Street%	Street of the sender
%Sender-Zip%	Zip of the sender
%Sender-City%	City of the sender
%Sender-Additional1%	Additional 1 of the sender
%Sender-Additional2%	Additional 2 of the sender

*Variables that cannot be replaced at the given status will be left empty.
E.g., if you use a receiver
variable but the receiver has not yet been assigned, it will not be replaced.*