

# QUICK START GUIDE FOR TAG APP



(For iOS)

## Having trouble scanning?


- **Check your lighting. Make sure it's not too dark/too bright.**
- **Allow the camera to focus. Best practice is to set the item on a fixed surface.**

## IDENTITY

### Display User TAG Barcode


1. Tap .
2. Tap .

### View User Medical Information


1. On the Identity screen, tap .
2. From the options, tap **Medical**.
3. Re-enter the user password (the user account must be given access).
4. Tap **Done**.

## COLLECTION


### Create a Collection

1. Tap .
2. Tap the collection name field.
3. Enter a name for the collection.
4. Select the NIMS type, designation, and kind (optional).
5. Tap **SAVE**.

### Scan Resources (Rsp. and Equip.)

1. On the Collection screen, tap .
2. Tap **Scan Barcode**.
3. Center the camera over the TAG barcode.
4. The resource will instantly be added to the collection.

### Search and Download Resources (Rsp. and Equip.)

1. On the Collection screen, tap .
2. Tap **Recent**, **Personnel**, **Equipment**, or **Search** for resources.
3. Tap the circle next to the personnel or equipment name(s).
4. Tap **Done**.
5. The resource(s) will instantly be added to the collection.

### View Resource Details

1. On the Collection screen, tap the resource.
2. Information on the resource will display.


### View Personnel Medical Information

1. On the Collection screen, swipe left on the personnel record.
2. Tap **Medical**.
3. Re-enter the user password (the user account must be given access).
4. Tap **Done**.

### Delete a Resource


1. On the Collection screen, swipe left on the record.
2. Tap **Delete**.

### Display Collection TAG Barcode

1. On the Collection screen, tap .

## INCIDENT

### Remotely Check-In to an Event


1. Tap .
2. Tap the event to join (only active events will display).
3. Tap **Join**.
4. Select to join as an individual or as a collection.
5. The My Activity will display the user current assignment and history.

### Leave an Event

1. On the Status screen, tap **Leave**.
2. Tap **Leave** again to confirm action.

## HISTORY

### View History of Running Events

1. Tap .
2. All events the user has joined within the last 90 days will display.
3. To view user activity history for an event, tap the event name.

# QUICK START GUIDE FOR TAG APP



(For ANDROID)

## Having trouble scanning?


- **Check your lighting. Make sure it's not too dark/too bright.**
- **Allow the camera to focus. Best practice is to set the item on a fixed surface.**

## IDENTITY

### Display User TAG Barcode



1. Tap .
2. Tap .

### View User Medical Information


1. On the Identity screen, tap .
2. Re-enter the user password (the user account must be given access).
3. Tap **Login**.

## COLLECTION



### Create a Collection

1. Tap .
2. Tap the collection name field.
3. Enter a name for the collection and tap .

### Scan Resources (Rsp. and Equip.)

1. On the Collection screen, tap .
2. Tap **Scan Barcode**.
3. Center the camera over the TAG barcode.
4. The resource will instantly be added to the collection.


### Search and Download Resources (Rsp. and Equip.)

1. On the Collection screen, tap .
2. Tap **Download Resources**.
3. Select **Responders, Equipment, Recent**, or **Search** for resources.
4. Tap the image of the personnel or equipment.
5. Tap .
6. The resource(s) will instantly be added to the collection.


### View Resource Details

1. On the Collection screen, tap the resource.
2. Information on the resource will display.


### View Personnel Medical Information

1. On the Collection screen, tap the personnel record.
2. Tap .
3. Re-enter the user password (the user account must be given access).
4. Tap **Login**.

### Delete a Resource

1. On the Collection screen, tap the resource.
2. Tap .

### Delete the Collection


1. On the Collection screen, tap .
2. Select **Delete collection**.

### Display Collection TAG Barcode


1. On the Collection screen, tap .

## INCIDENT

### Remotely Check-In to an Event


1. Tap .
2. Tap the event to join (only active events will display)
3. Tap **Join**.
4. Select to join as an individual or as a collection.
5. The My Activity will display the user current assignment and history.

### Leave an Event

1. At the top of the Event screen, tap .
2. Tap **YES** to confirm action.

## HISTORY

### View History of Running Events

1. Tap .
2. All events the user has joined within the last 90 days will display.
3. To view user activity history for an event, tap the event name.