Mobile App

User Guide

INSTALL

The mobile app can be downloaded from the following link:
http://curiermanager.ro/app_en.apk

When you install it, in case you are prompted the Install blocked message, go to Settings and check the Unknown Sources box.

USAGE INSTRUCTIONS

- The username and password will be created by the administrator in the web application. To create the couriers (riders) accounts can go to Employees- Add, where you can fill in the name and info of each employee. A username will be automatically generated for each employee. To set up the user's password go to Users menu (in Company): click on View and Change password.

Users	
User:	Paul
Name:	
Password:	Change password
User company:	Firma Test SRL -Change to another company- ▼
User type:	employee
Client:	
Group rights angajat:	
Personal rights: (edit)	

- At first usage the application will request the company's name. If you have not received specific instructions from us you can introduce any text here.

- At login for fillings reports the user will be required to select the car he is driving. All the company's vehicles numbers are listed.
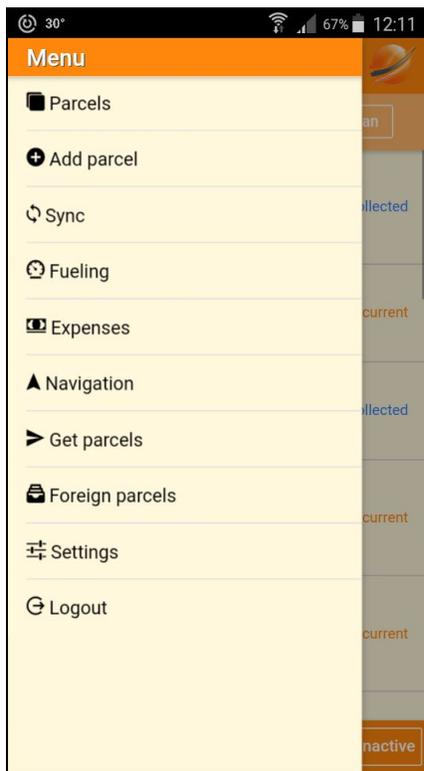
MENU

From top left we can access the menu: Parcels/ Add parcel/ Sync/ Fueling/ Expenses/ Navigation/ Get parcels/ Foreign parcels/ Settings/ Logout

Parcels

In the main page you can view all the parcels (with "current" or "uncollected" status) assigned to the user. Searches can be performed after the awb's number (either entering it manually or by scanning the parcel).

If you click on parcel's number you can view complete data about Sender/ Receiver and other details about COD, status, weight and expedition type. Each parcel's page enables easy edit for statuses.

Action List is down left, where you can perform various edits (available according to the rights you assigned to the user from the web app): edit weight/ add invoice/ take picture/ navigation/ save address/ print.
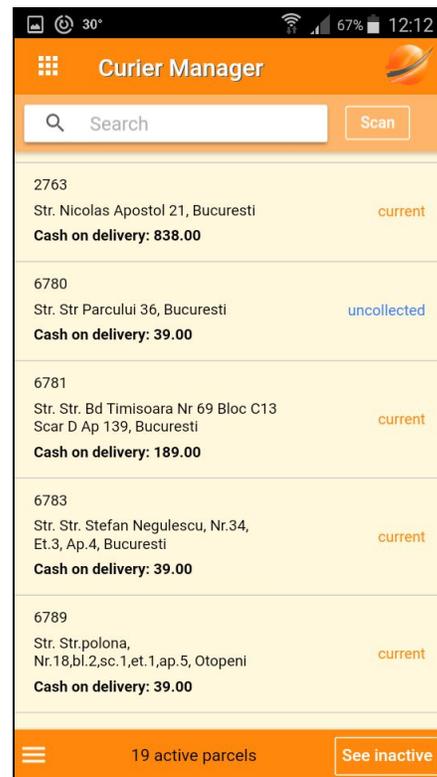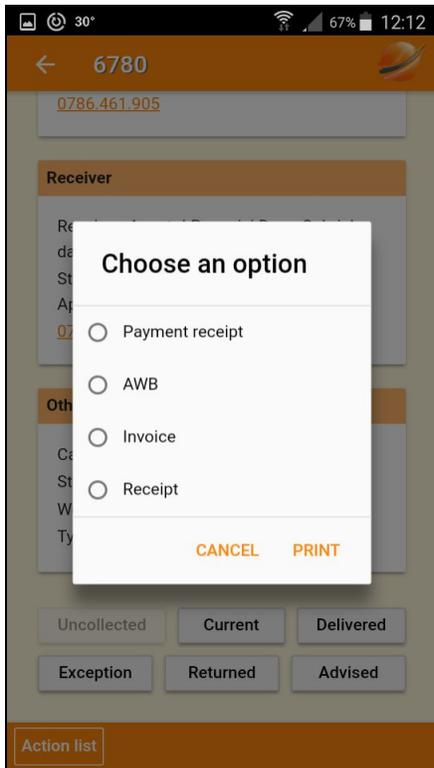
Print button offers the option to select the documents you want to print (parcel, receipt, invoice or COD receipt- the last 3 are available only if there is an invoice for the selected parcel).

Add parcels

For adding a parcel you have to manually fill in the same fields as in the desktop app: expedition details, sender, receiver.

Clients can be easily selected from the database. Cash on delivery info or extra services can be checked if it is the case. After introducing the data press "**Add**".

Sync

It updates our current parcels list. If there aren't any exceptional situations, the list syncronises automatically.
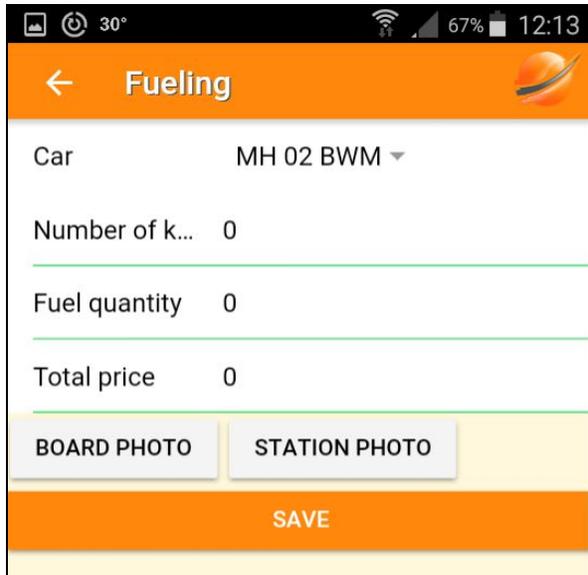
Fueling

Enables the entry of a filling report following the steps:

- select car

- enter de number of km, fuel liters, total price

After filling in the form, the user will have to take a picture of the car's dashboard and one of the gas station where the car was fueled.

Expenses

This module enables the agent to load the expenses in the app. Introduce the amount spent, expenses details, take a picture and upload the receipt in the app.
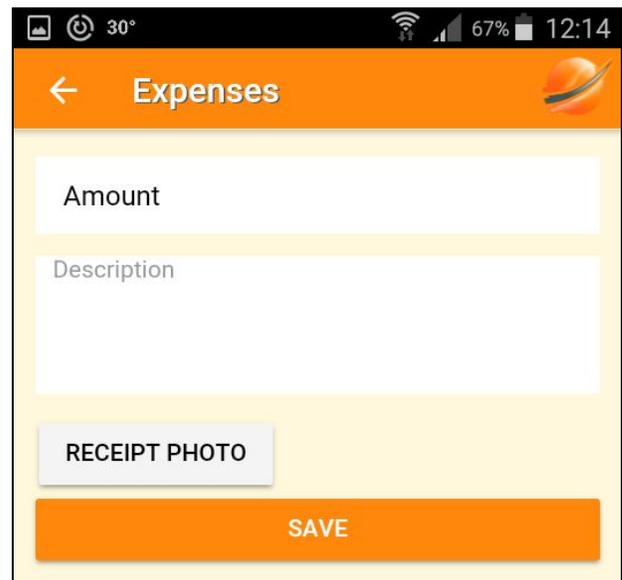
Navigation

Enables you to select one of the 3 options: select address/ all addresses/ next address. If there are multiple addresses (up to 8) the app generates a map with an optimized route; if you only have one address it will guide you.

Get parcels

Enables parcels' scanning, that will be assigned automatically, with any extra operations in the web app. If a parcel's status is uncollected it will change to current.

Foreign parcels

Using the scanner you can introduce in the application parcels that don't come directly from the user's company.

Settings

You can edit the details for car, company and printer. For the moment language only affects the printed entities.