



If you are following through this document and you do not see the 'Offline mode' button shown on page 3, please contact Scanco and we will enable Offline mode on your server.

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Scanco Support Email - [support@scanco.com](mailto:support@scanco.com)  
Scanco Support Phone number - 330-645-9959 Opt. 3



## Scanco Portal setting

The Scanco Portal is where you make changes to the settings regarding how the programming functions.

The web address for the portal is: Sales.Scanco.com

Your portal settings were set up during the installation, and are refined during training.

Additional adjustments to the portal can be made by your System Administrator.

## Enabling Data for Offline mode

Once Scanco has enabled offline mode for your system all your items for any company that is marked 'Active' will be available for offline mode collection.

You will have to enable Lot and Serial numbers, Sales Order and Purchase Order data to sync if required.

In the example below, Company ABC is active and I have enabled all options for offline data.

ERP Code	Name	MB Type	New Imports	Active	Lot/Serial Sync	SO Sync	PO Sync
001	001	Unknown	False	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABC	ABC	Non MB	True	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

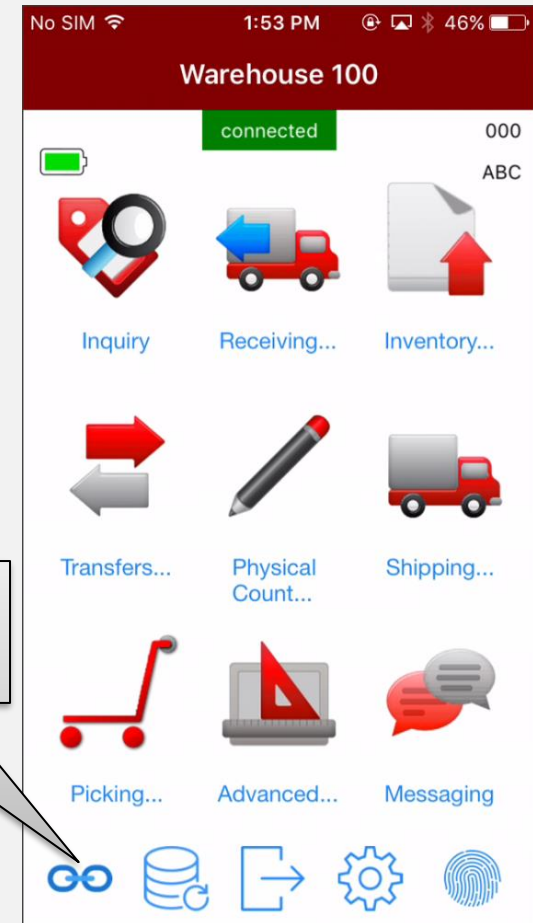


## Offline mode on the devices.

If you do not see the 'Offline mode' button shown below, please contact Scanco and we will enable Offline mode on your server.



On Android devices, Offline mode is enabled by pressing this button.



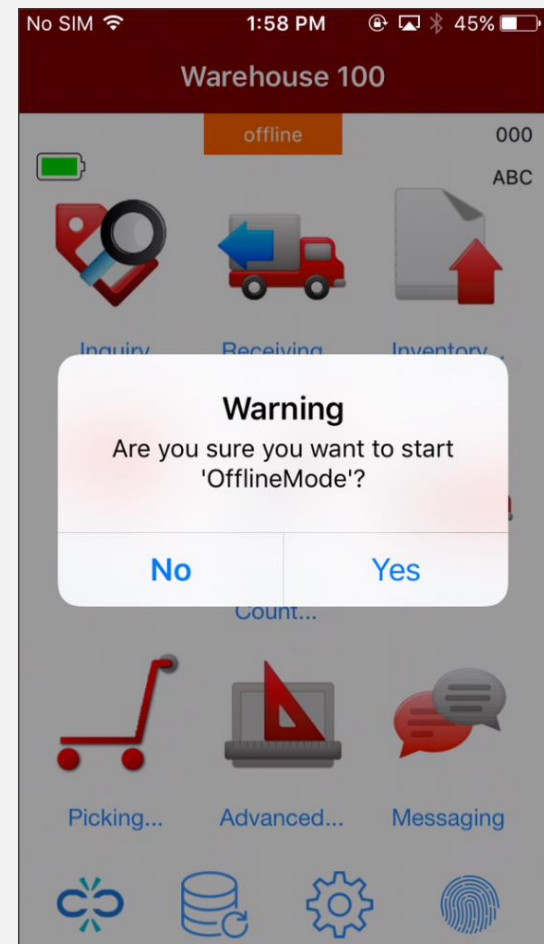
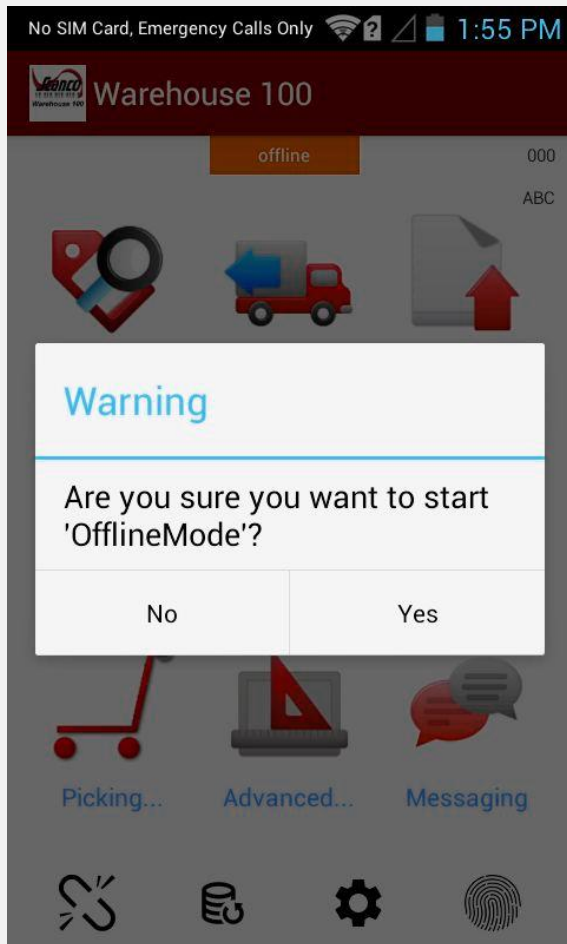
On Apple devices, Offline mode is enabled by pressing this button.



### Confirmation for Offline mode.

The message shown below will be displayed after pressing the Offline mode button.

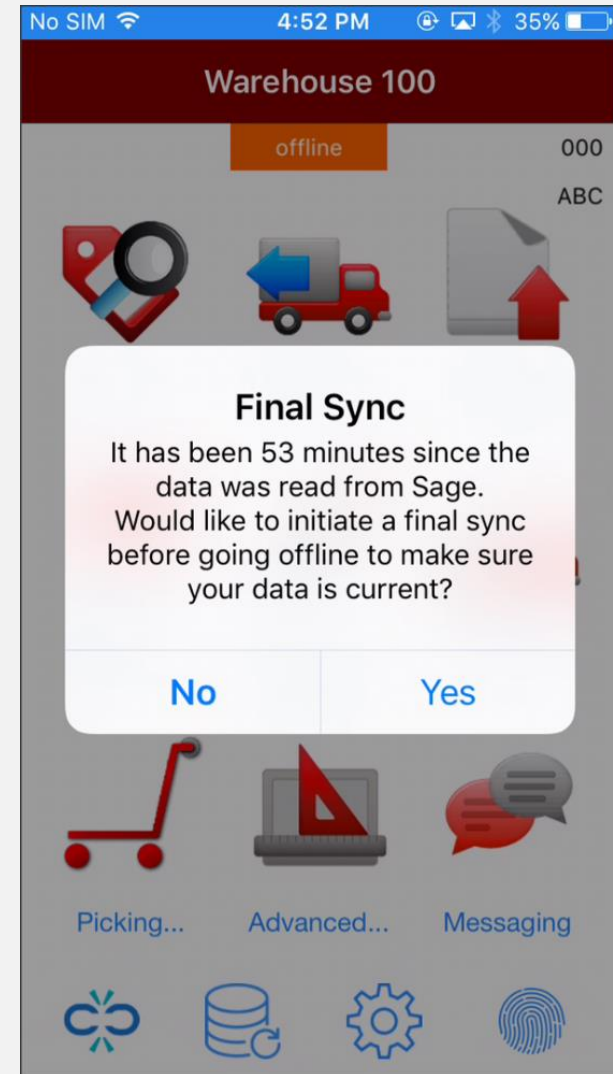
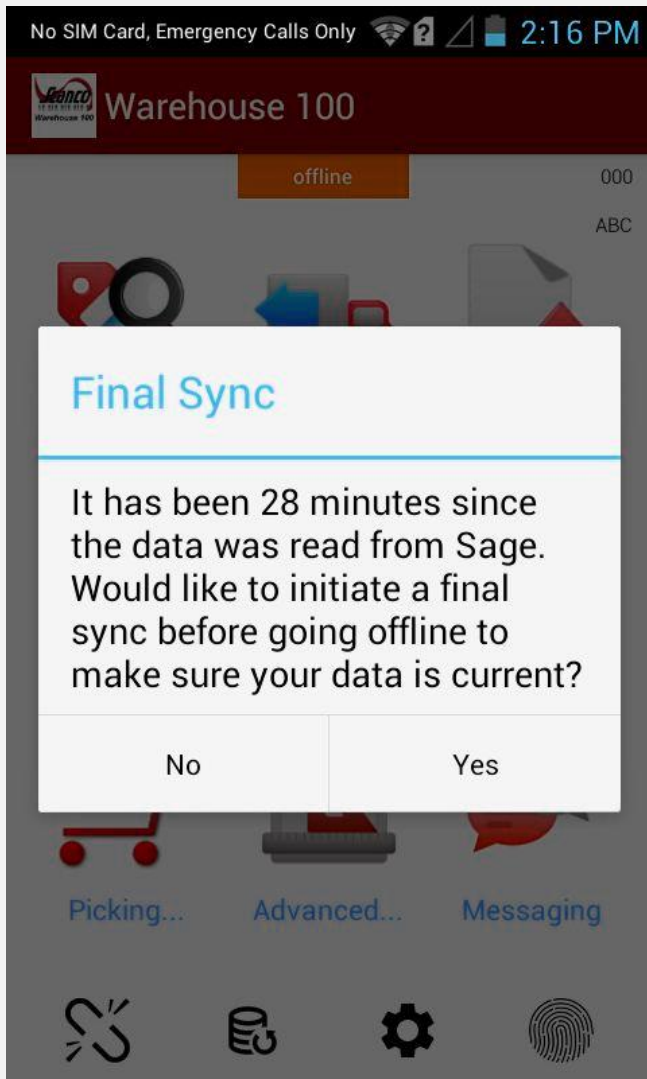
Answer Yes to move forward with Offline mode.





## Offline mode final sync warning

If you press Yes to Offline mode and the application presents the message below you should answer Yes so any new data from your server can be added to you in Offline mode data collection processes.





## Offline mode applications

Once you are in Offline mode the applications that are available for use in Offline mode will be enabled. Any icon that is gray is not available in Offline mode.



On Android devices, you can return to live mode by pressing this button.



On Apple devices, you can return to live mode by pressing this button.



**To finish data collection**, you must sync back to Sage and send data to the Barcode import.

When you click the offline button to go back online you will get the first message shown below left, click Yes.

Once you arrive back at the Main screen, click the 'Send' button, it looks like this.

