floorsight

Barcode to Desk Number Capture Guide

Each desk on the floor plan requires the serial number of the floorsight module to be assigned to it. This is done be done by scanning the barcode on the module into an allocated column on a spreadsheet.

You will need:

- An android smartphone with internet connection (either 3/4G or WiFi) and a forward facing camera

- 'Google Sheets' App - Free (download from Google play store)

- "Barcode and QR Code Keyboard Pro" App - $3.59 (download from Google play store)

- Email client installed or web email (so installer can receive the URL link to Google Sheets)

- Floorplan with desk locations numbered (provided by floorsight reseller)

Radio Channels

Each module is preconfigured to communicate via a specific radio frequency. These frequencies are colour coded and zoned on the provided floor plan. Ensure desks are installed in their correct zone.

1: Keyboard Settings

Niko Keyboard Settings

Auto focus
Turn on/off camera auto focus

Key vibration
Enable/Disable key press vibration

Vibration
Vibrate on barcode captured

History
Turn On if you want the keyboard to store in history every barcode/QR that was previously captured.

Auto submit
Auto submits captured value (Keyboard automatically hits Enter/Go/Next/Send etc. Depends of the field type you are typing in!)

Navigate to "Niko Keyboard PRO" App and follow prompts.

The settings shown should be ON. All others remain off.

2: Google Sheets

Floorsense desk capture - AAI

Open in Sheets

You should have recieved and email inviting you to the google sheet for the current site. Click 'Open in Sheets' to access. If you have not recieved this link, please contact the Floorsight reseller.

3: Scan Preperation

The document will contain 1 sheet for every floor on the current site. Select the floor you are currently installing.

There are 4 columns. 'Level', 'Zone' and 'Desk No.' will be filled in for you.

Select the cell in the 'Barcode' column next to the desk number that you want to scan.

Once cell is selected, press the Barcode Scanner button on the keyboard.

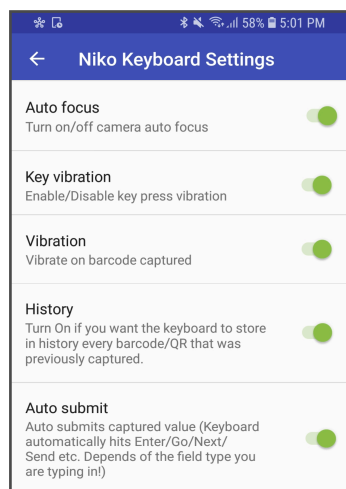## 4: Barcode Capture

Scan Level 5 Desk 2
Level 5 Desk 1

The camera will open. Point the camera at the barcode on the bottom of the module. A coloured line will flash across the barcode (on the phone screen) and the corresponding serial number will automatically write out to the selected cell in the spreadsheet. Repeat steps 3 and 4 until all the desks on that level have been mapped.
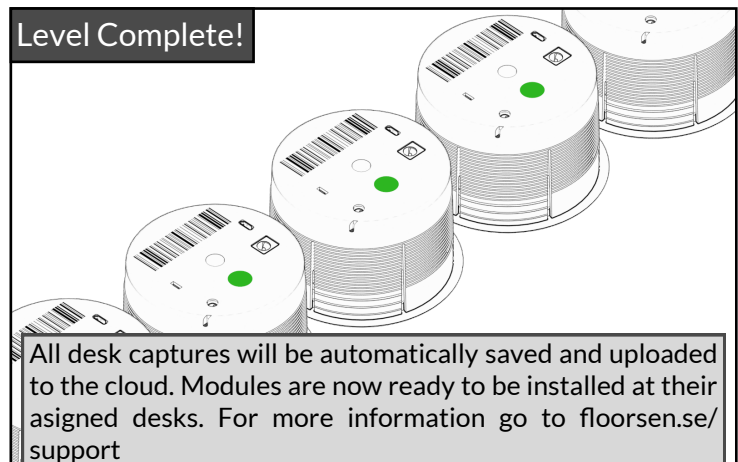
Level Complete!

All desk captures will be automatically saved and uploaded to the cloud. Modules are now ready to be installed at their asigned desks. For more information go to floorsen.se/support