

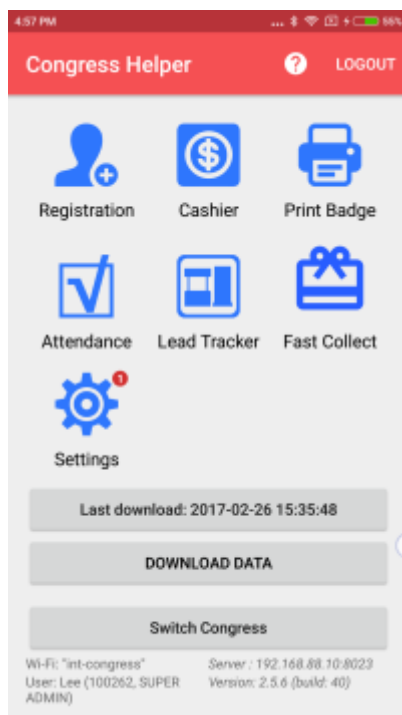
Delegate Kit Helper - Registration Operation Manual

Setup of the counter

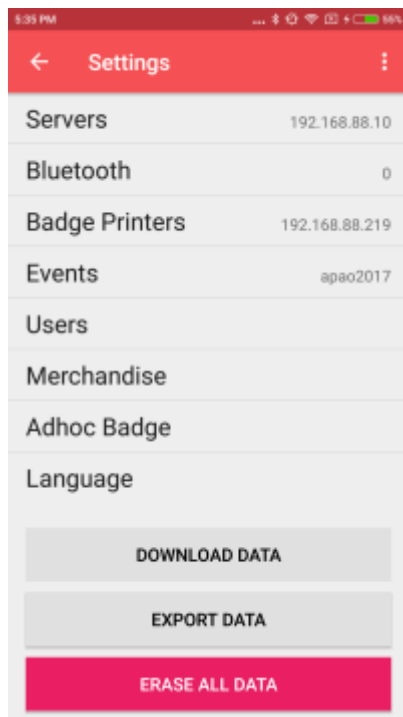
- [Fast Collect Counter](#)

Setup Mobile and Scanner

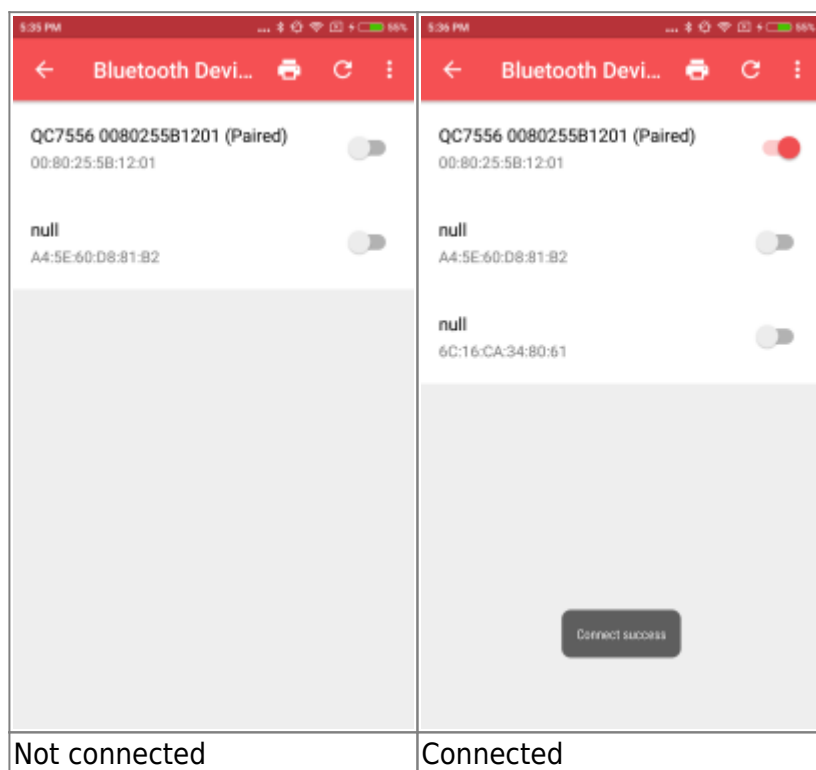
- Connect the Phone to the WiFi (SSID: int-congress), check if the IP address is 192.168.88.x
- Plug in the USB charging cable to the phone and USB Charger to start charging the tablet.
- Open the Congress Helper app and login with the “congress code”. (ask the organizer)
- Click [Settings] and login with helper user account password.



- Click [Bluetooth] to display a list of bluetooth devices.



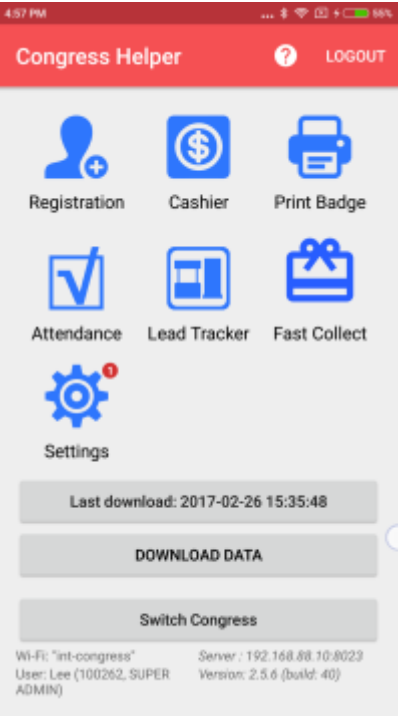
- Switch on the handheld scanner.
- Check the yellow label on the bluetooth scanner and click the corresponding [on/off] switch to pair it.



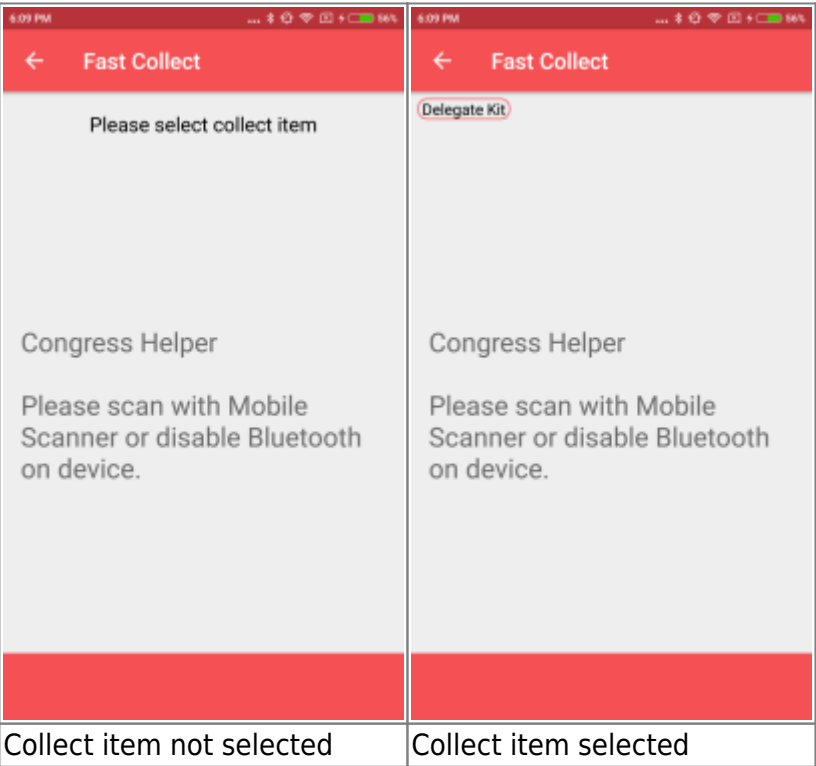
- Go back to the home screen of the app by clicking the top-left [← Back] button twice.

Delegate Kit Collection

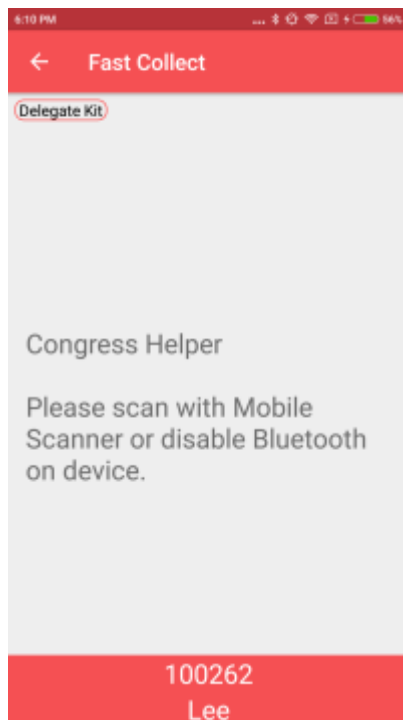
- Click [Fast Collect] button.



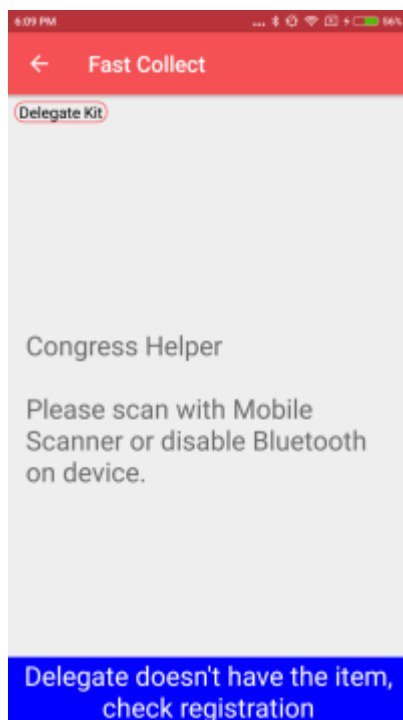
- Check that you have selected the desired item, e.g. Delegate Kit



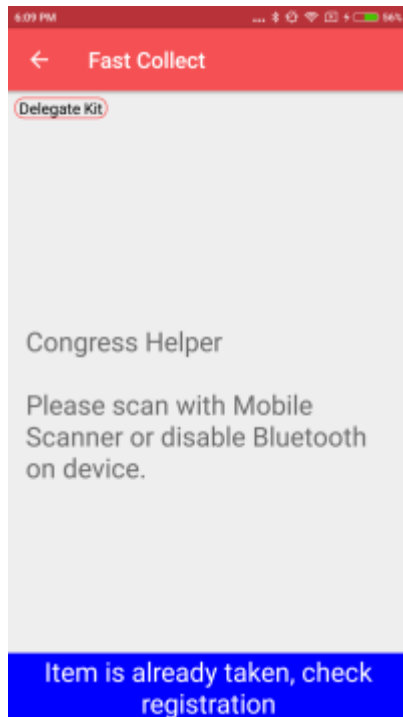
- Scan a delegate badge QR Code.
 - For successful scan, it will display the delegate last name and registration code.



- If the delegate does not have that item, it will display an alert.



- If the delegate has already taken that item, it will display an alert.



- Scan another badge and repeat the above steps for collection.

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<https://wiki.questwork.com/> - Questwork's Wiki

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