

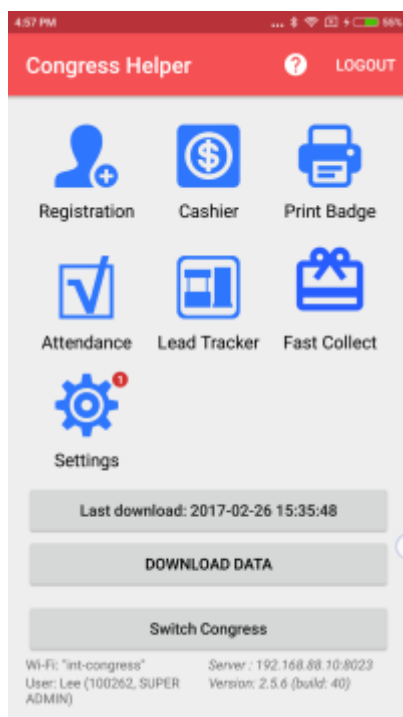
Ribbon Helper - Registration Operation Manual

Setup of the counter

- [Ribbon 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.
- Click [Registration] button.
- Try scan a delegate badge QR Code for testing.
 - It will display a list of that delegate items.
 - Review the various Ribbon listed with “grey” background.
 - Click all the checkbox next to the corresponding ribbons and then click [Collection]

button.

- All Ribbon items should now be changed to “yellow” background.

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https://wiki.questwork.com/doku.php?id=course:congress_setup:operations_manual:registration:ribbon_helper&rev=1488101934

Last update: **2017/02/26 09:38**

