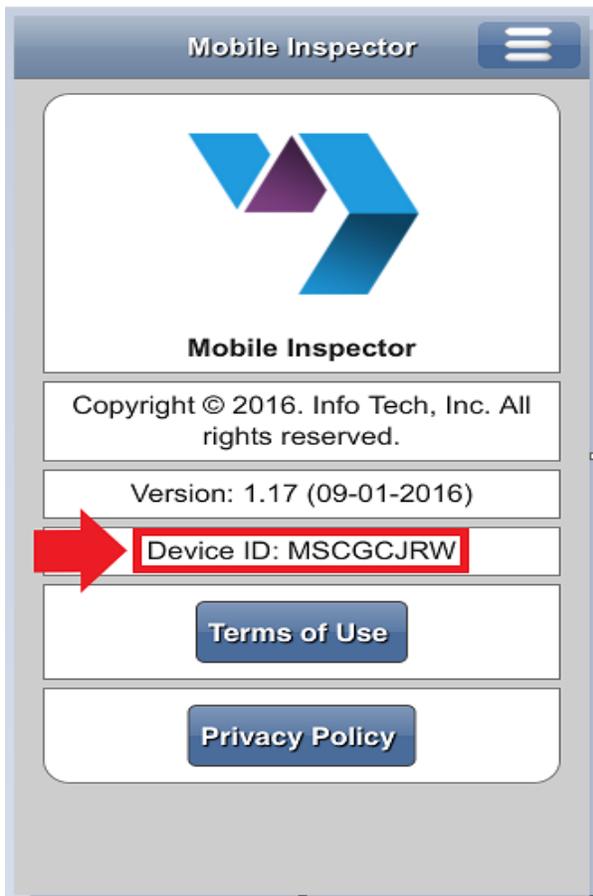
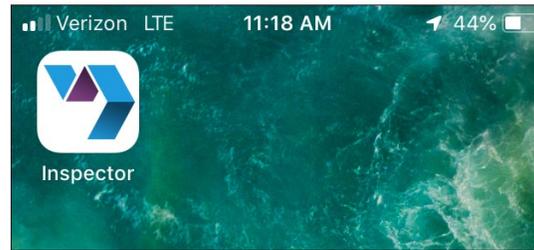


Mobile Inspector – Quick Reference Guide

About:

Mobile Inspector is made available on a given device by downloading the application from the App Store. Only Apple iOS devices are supported. Devices on the Android platform will not be supported.

Once installed, the shortcut will be pinned to the home screen of the device



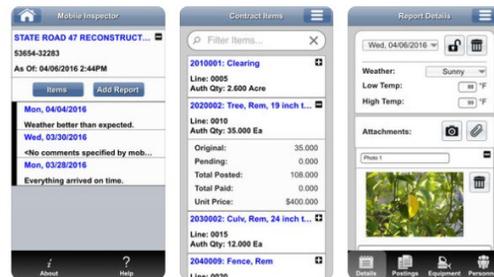
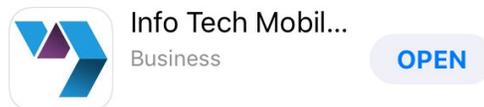
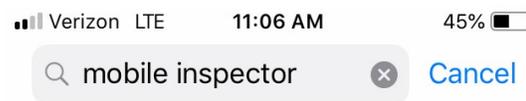
terms of service. Mobile Inspector will present the Device ID.

This device must be registered.

Contact AASHTOWare Project staff (402.479.4760 or ndot.awprojectsupport@nebraska.gov) and provide the device ID.

Alternatively, the Device ID can be found by navigating to the *About* screen.

Once the device is recognized, access to the Mobile Inspector application will be live.



Operations:

Contract Authority for group Description Mobile Inspector must be granted for each contract.

The elements of Mobile Inspector available on the hand held device include Contract Items, Reports, and Personnel interactions.

DWRs can be recorded on this mobile platform.

Creating Reports (DWRs):

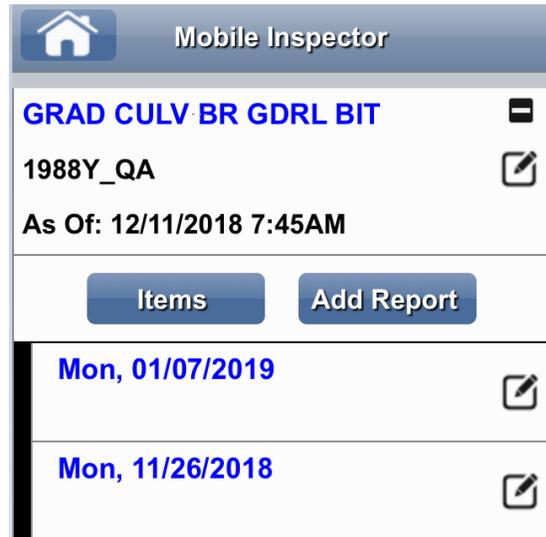


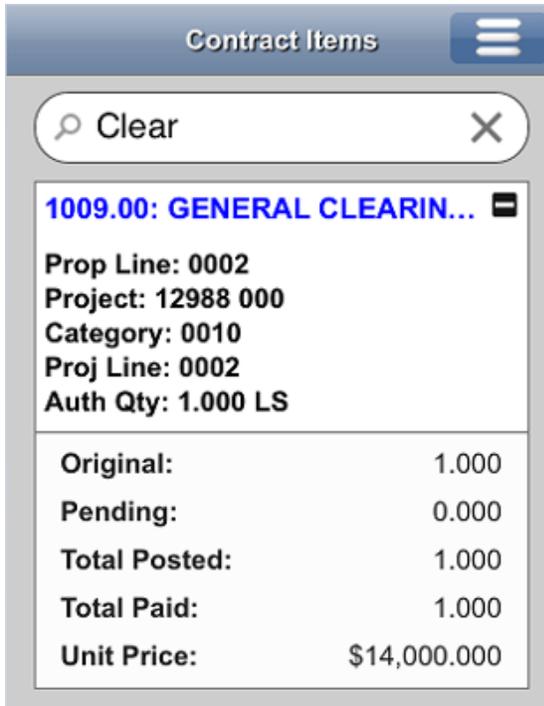
Select a specific contract from the list and tap *Items* to display the contract items.

Contract:

Starting with the list of available contracts. This list is defined by the user's Contract Authority.

Once the contract data is pushed to the device, the contract will be presented when the application is launched.





The list of Contract Items will be sorted by item number. The list may be filtered by interacting with the input box at the top of the screen. Tap the +/- icon on the contract item to expand or collapse the item details

To return to the contract list, tap the navigation button in the upper right hand corner. 

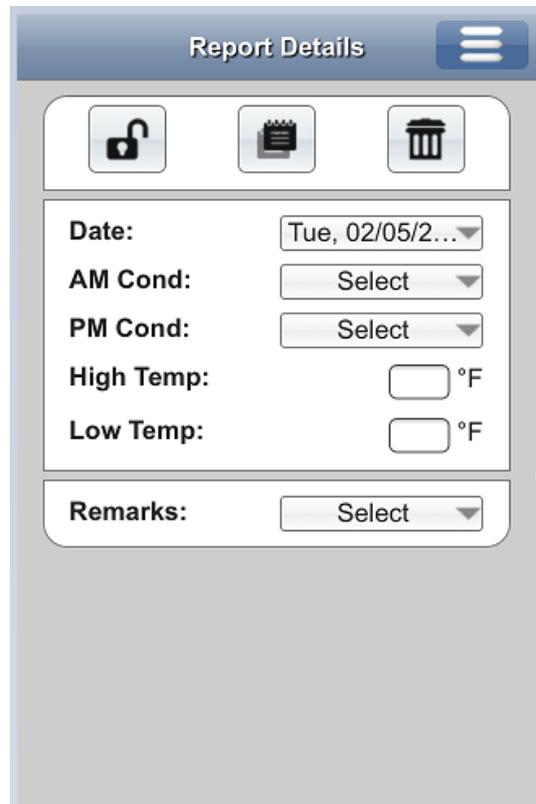
From the Contract list, tap to review the DWRs for that contract. Reports created in the last 30 days will be presented. Locked reports will present in a Read-Only status.

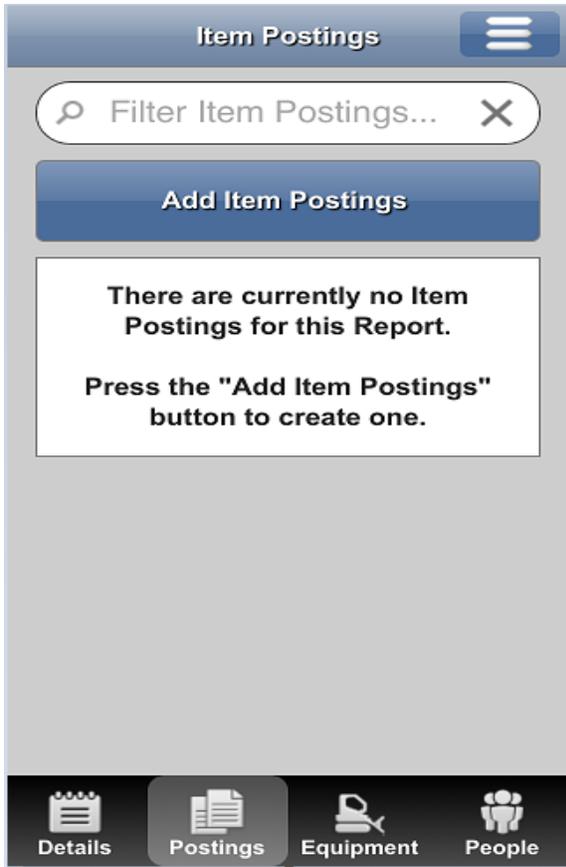
Details:

Tap the pencil icon to update report details.

Tap the Add Report function to engage Report Details. Document weather conditions in the upper grid. The lower grid is reserved for remarks. Tap the menu to select the Remark Type and record findings in the remarks section.

A navigation bar is available at the bottom of the screen. From the navigation bar, tap to select the desired screen.





Postings

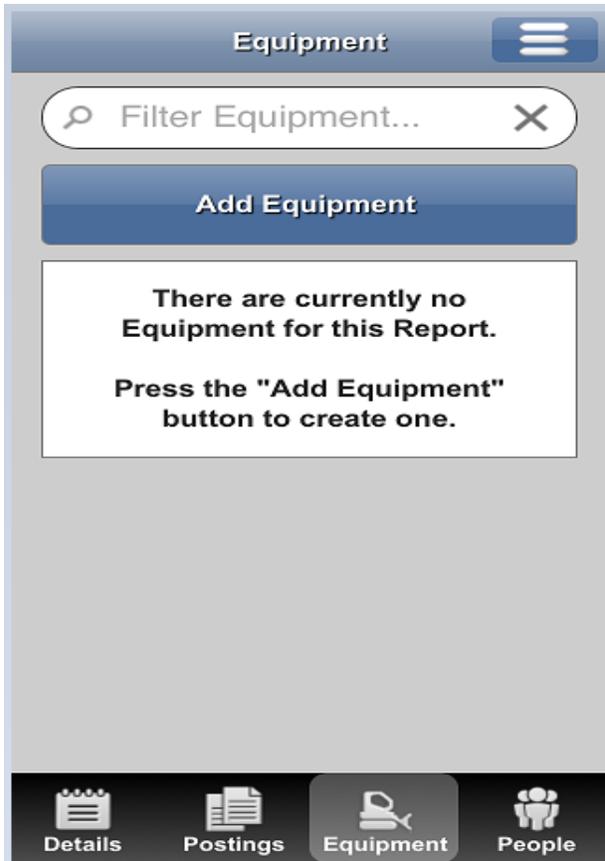
Follow the prompts to record item Postings.

Item Postings provide two paths for entry.

Select the item to record and then a filtered list of contractors will be available for that item. Alternatively, the contractor can be selected, and the items for that contractor will be made available.

Continue by completing the remaining values (quantity, location, stationing, etc.).

The remarks bubble is limited to a very generous 32,000 characters



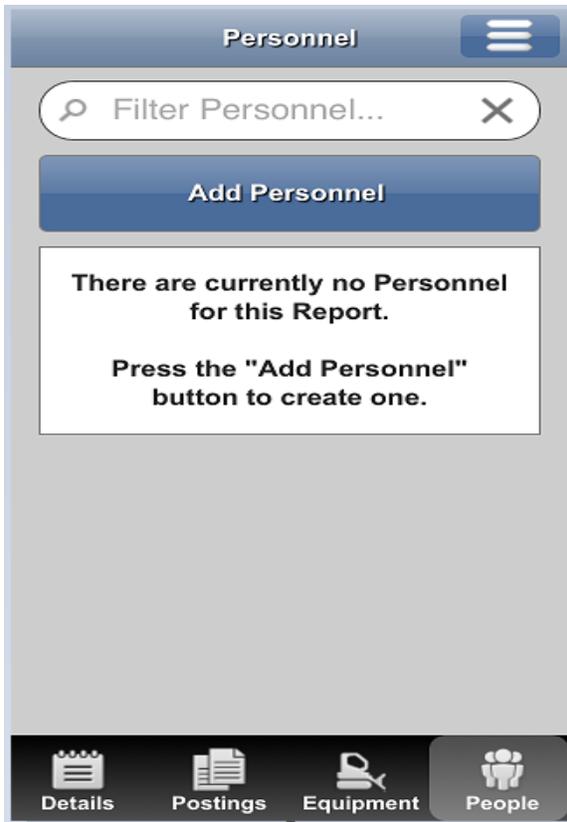
Equipment:

Follow the prompts to record Equipment

Tap Add Equipment and select the contractor and the provided equipment. The fields are standardized. The remarks bubble is limited to a very generous 32,000 characters.

The information is committed by tapping the ✓ or removed by tapping the X.

A screenshot of the mobile application interface showing the "New Equipment" form. The form is titled "New Equipment" and contains the following fields: "Contractor:" with a "Select" dropdown menu, "Type:" with a "Select" dropdown menu, "Used:" with a checkbox, "On Site:" with a checkbox, "Hours:" with a text input field, and "Remarks:" with a large text area. Below the text area, it says "32000 remaining". At the bottom of the form are two buttons: a checkmark (✓) and an X (✗). The navigation bar at the bottom is the same as in the previous screenshot, with the "Equipment" icon highlighted.



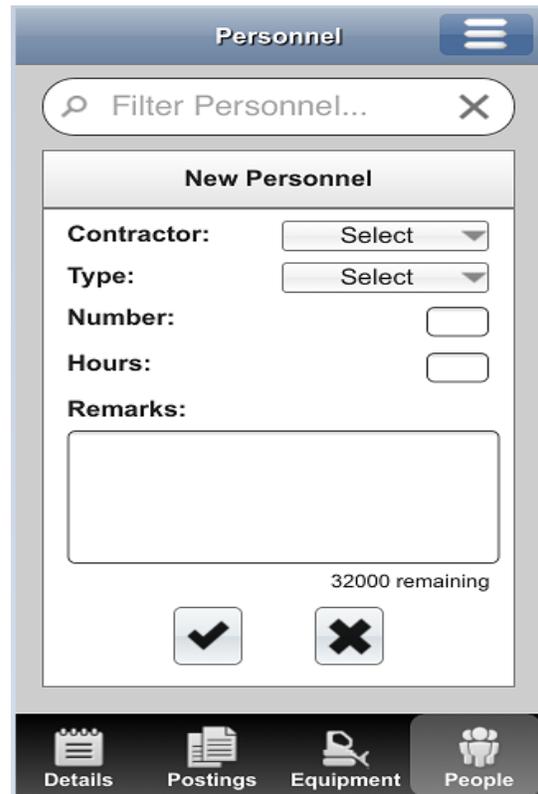
People:

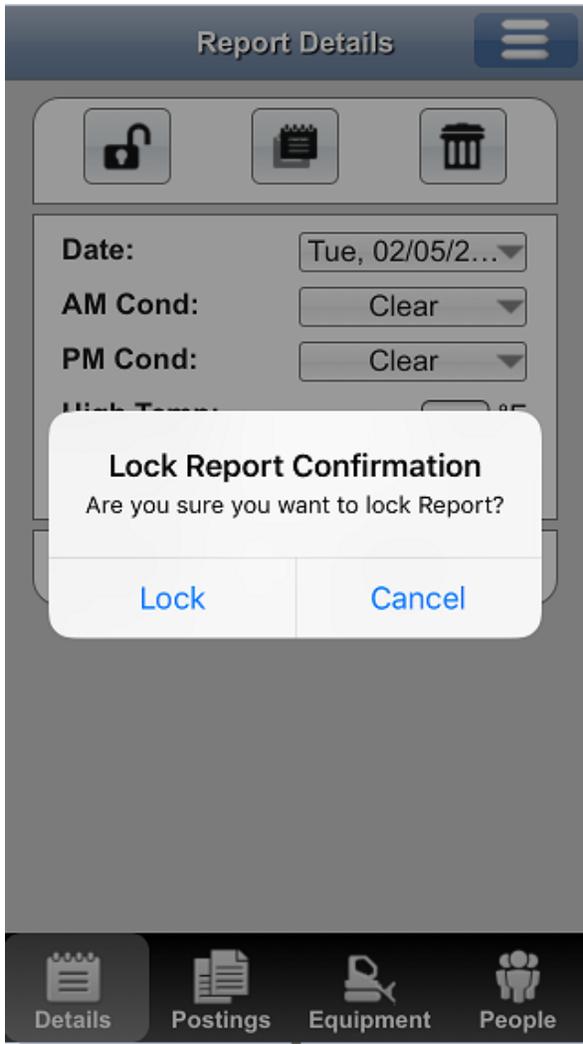
Choose Personnel, Agency Staff, or Supervisors and follow the prompts to record People.

Tap Add Personnel and select the contractor and type. The fields are standardized. The remarks bubble is limited to a very generous 32,000 characters

The information is committed by tapping the ✓ or removed by tapping the X.

Agency Staff and Supervisors are added in the same manner.





Locking:

On the Details screen, when the report is complete, commit the DWR by tapping the lock function. An internet connection is required for submission. Tap the lock function and confirm the Lock action. Once committed the report cannot be changed.

The Copy  and remove  functions work the same way