

Installation and Configuration Document

Sunflower Mobile Solution:
SyncLink and MobileTrak 4.6

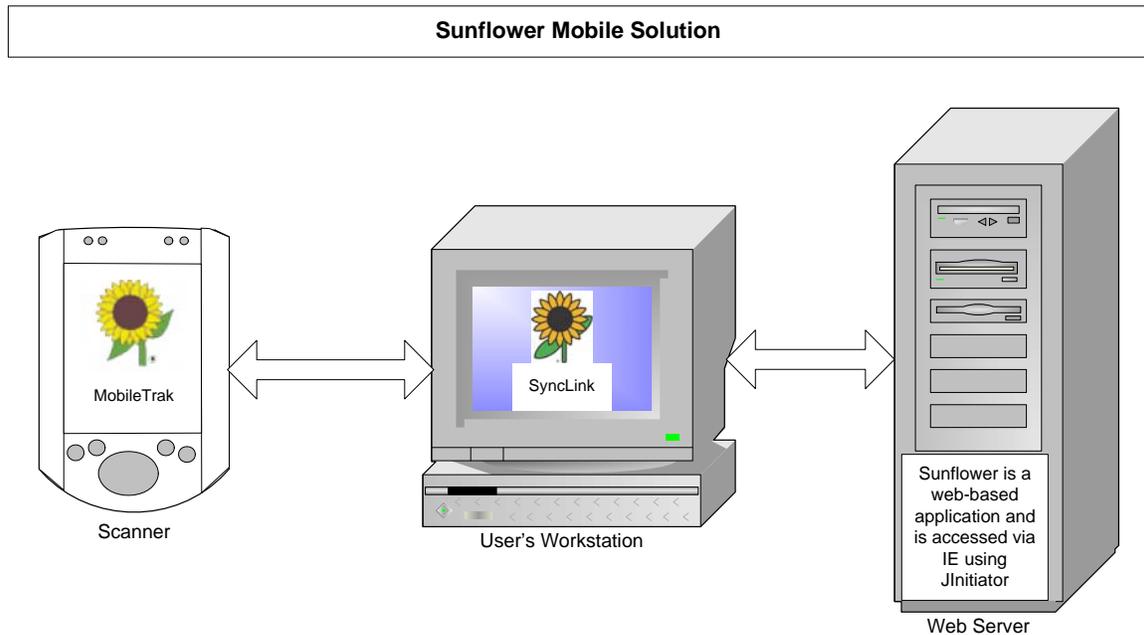
Department of Commerce
PPMD



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October 29, 2010

1.0 Product Overview

The Department of Commerce uses Sunflower's integrated barcode scanning solution to perform personal property inventories. SyncLink and MobileTrak are part of this solution. The following sets of instructions are designed to walk IT personnel through the software installation. Below is a diagram explaining the different components of the solution.



MobileTrak software resides on the barcode scanner and it allows you to store property information from the Sunflower Property Management application in order to capture barcode resolutions. SyncLink software resides on the user machine and it works with Microsoft ActiveSync (which also resides on the user's machine) to move property information between the Sunflower Property Management application and the barcode scanner. The Sunflower Property Management application is web based and accessed via your web browser. It is used to manage property for the Department of Commerce.

2.0 Prerequisites

2.1 Scanner and Admin Rights requirements

- The Intermec Scanner, model 700C, is the standard barcode scanner used at the Department of Commerce. You will need a scanner, a docking station, a power supply, and a USB adapter cable to complete this installation.
- You will need a login with ‘administrator’ rights to complete the SyncLink installation. If you do not have ‘administrator’ rights, please contact your local IT department so that they can complete the installation.
- You will need the ‘Sunflower Mobile Solution’ zip file to complete this installation. Please extract all of its contents before you proceed.

2.2 XML Parser 4

The Microsoft XML Parser (MSXML) 4.0 is required to complete the SyncLink installation. The installation file for the Microsoft XML Parser (MSXML) 4.0 is located in the ‘Software Requirements’ folder of our installation package.

It can also be obtained from the following website:

<http://www.microsoft.com/downloads/details.aspx?FamilyId=3144b72b-b4f2-46da-b4b6-c5d7485f2b42&displaylang=en>.

To begin the installation, double click on the file ‘msxml.msi’ and follow the instructions on the screen. You do not need to restart the computer when the installation is complete.

2.3 Set up your Barcode Scanner

You will need a scanner, a docking station (often referred to as a ‘cradle’), a power supply, and a USB adapter cable to complete this installation. Plug the power supply into a power outlet and connect the other end to the docking station. Then, use the USB adapter cable to connect the docking station to the computer.

2.4 Microsoft ActiveSync Installation

For Windows 2003 and Windows XP, Microsoft ActiveSync 4.5 is required to complete the SyncLink installation. The installation file for Microsoft ActiveSync, version 4.5, is located in the ‘Software Requirements’ folder of our installation package.

It can also be obtained from the following websites:

For Windows 2003 and XP: Install Microsoft Active Sync 4.5

http://www.microsoft.com/windowsmobile/en-us/downloads/eulas/eula_activesync45_1033.msp?ProductID=76

For Windows Vista and 7: Make sure that Windows Mobile Device Center is installed

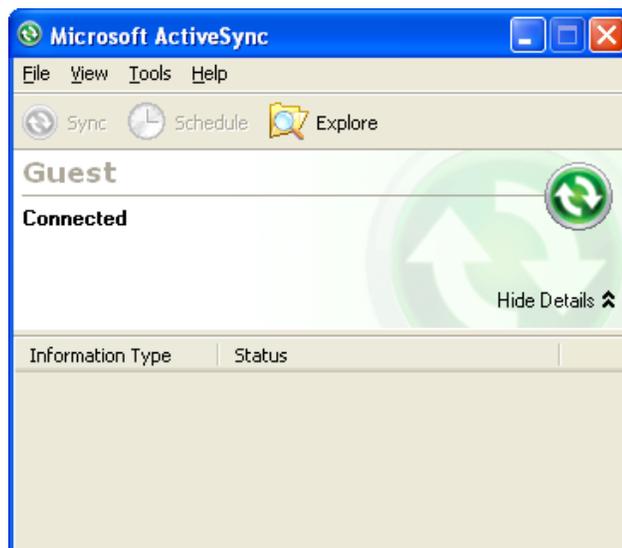
<http://www.microsoft.com/windowsmobile/en-us/downloads/microsoft/device-center-download.msp>

To begin the installation, double click on the 'setup.msi' file and follow the instructions on the screen.

Once the ActiveSync installation is complete, you will see the window below. It will ask if you want to establish a Standard Partnership or a Guest Partnership. Always select Guest Partnership when using MobileTrak.



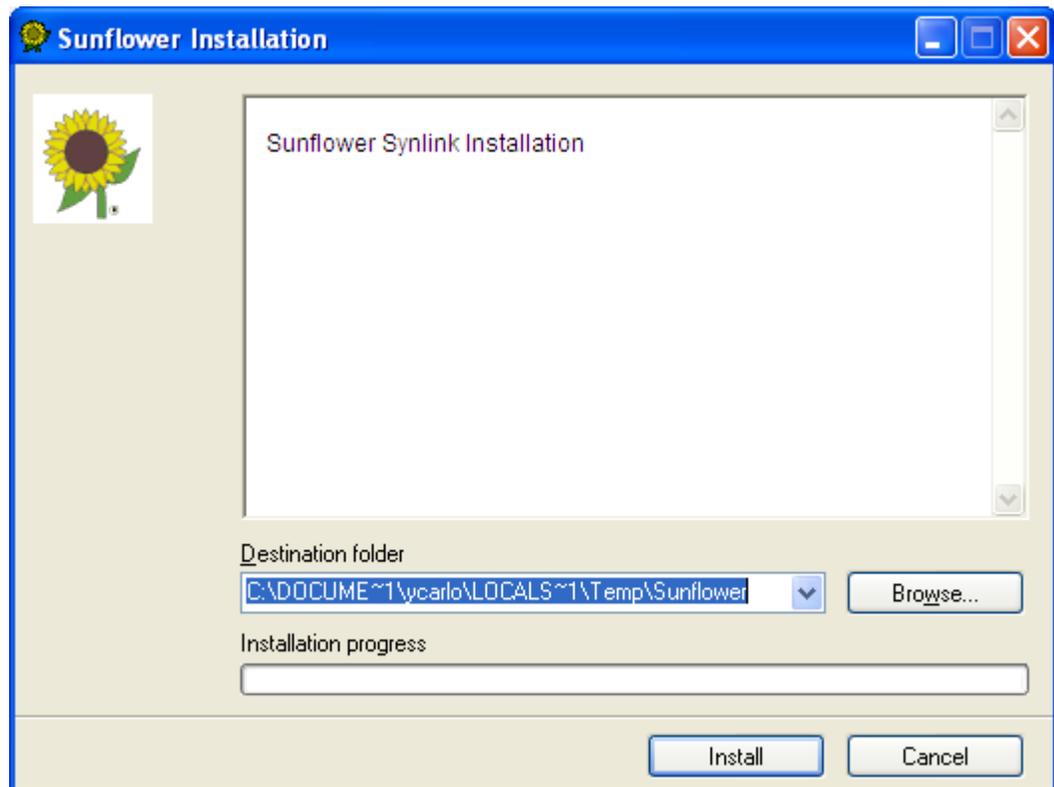
Once the scanner has successfully connected, you will see the ActiveSync screen below. You can close it. ActiveSync will stay active in the system tray. (Usually at bottom right hand side of your screen)



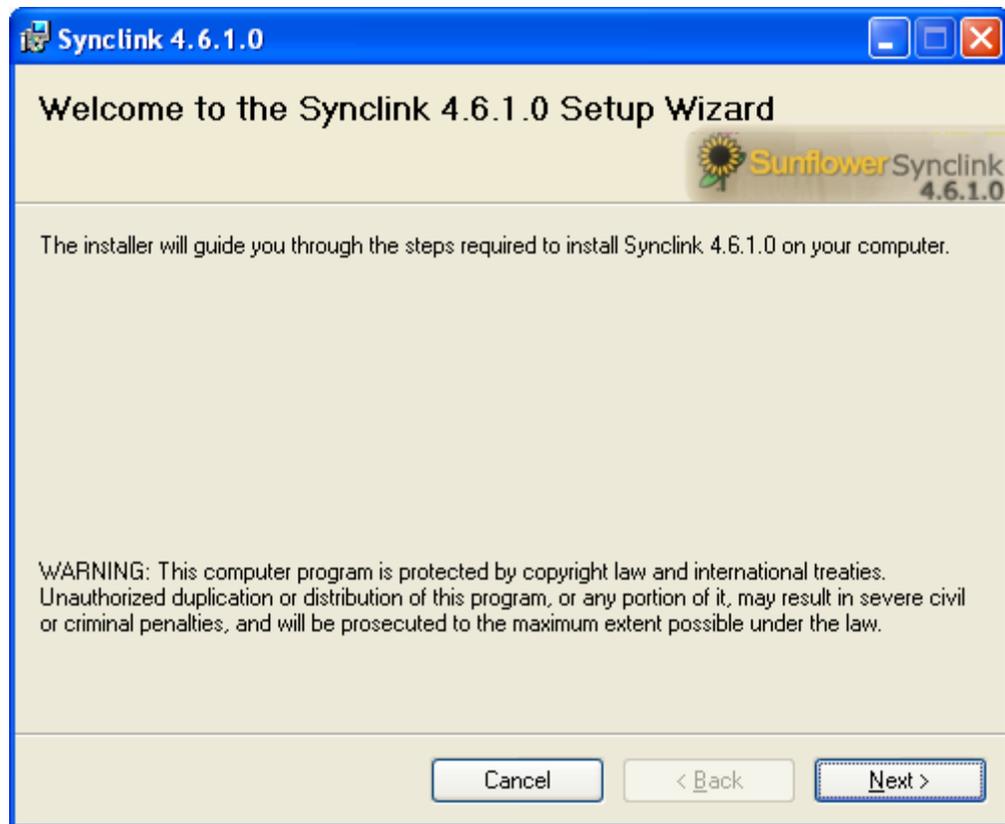
3.0 SyncLink and MobileTrak Installation

3.1 SyncLink Software installation

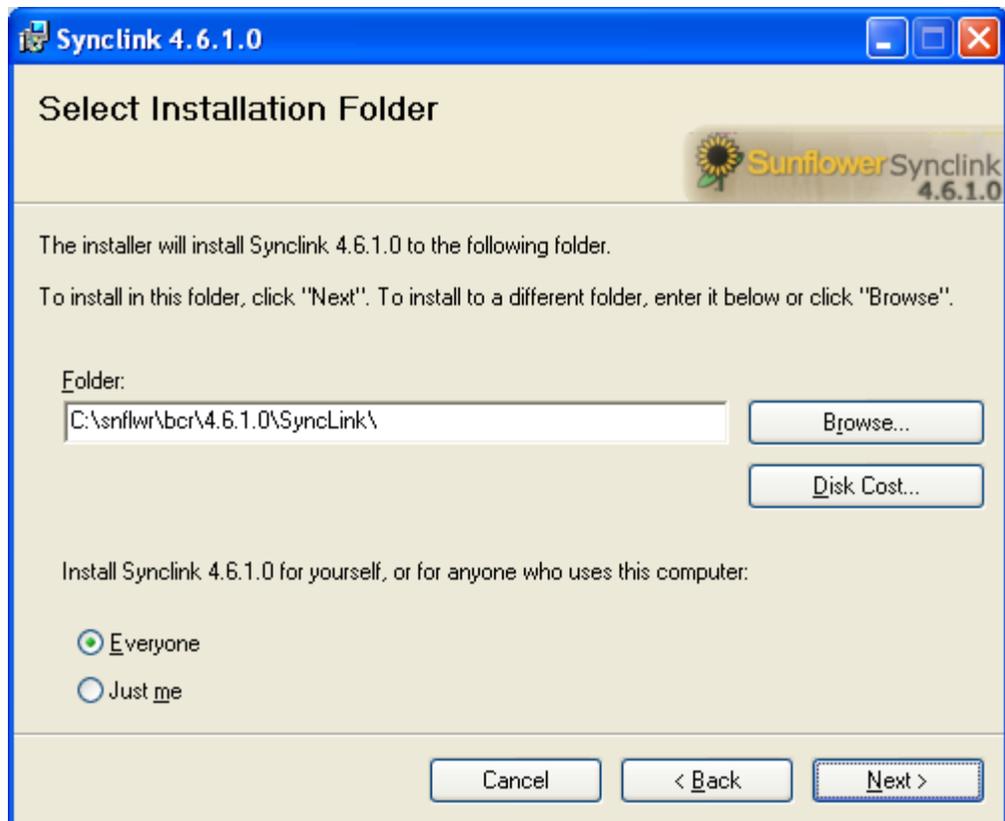
1. Open the 'Synclink-4.6.1.0.exe' file located in the 'SyncLink and MobileTrak' folder. (For 64-bit Operating Systems use 'Synclink-4.6.1.0-x64.exe') The Sunflower SyncLink Installation Window will come up. Click Install.
 - The destination folder is only a temporary location to extract the installation files. There is no need to change it. You will be able to specify the Installation Path later on.
 - If you have any problems opening the file, please copy all extracted files into the local machine where you are attempting to complete the installation.



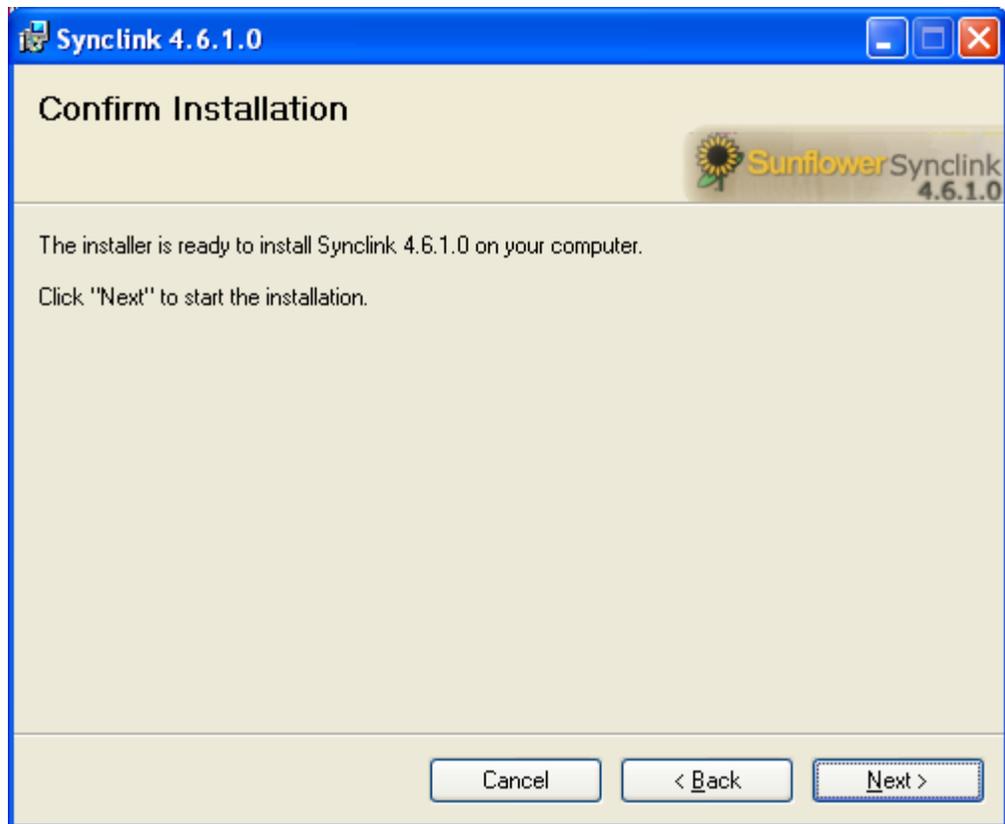
2. Once you click Install, the installation files will self-extract and open the 'Sunflower SyncLink Installer' shown below.



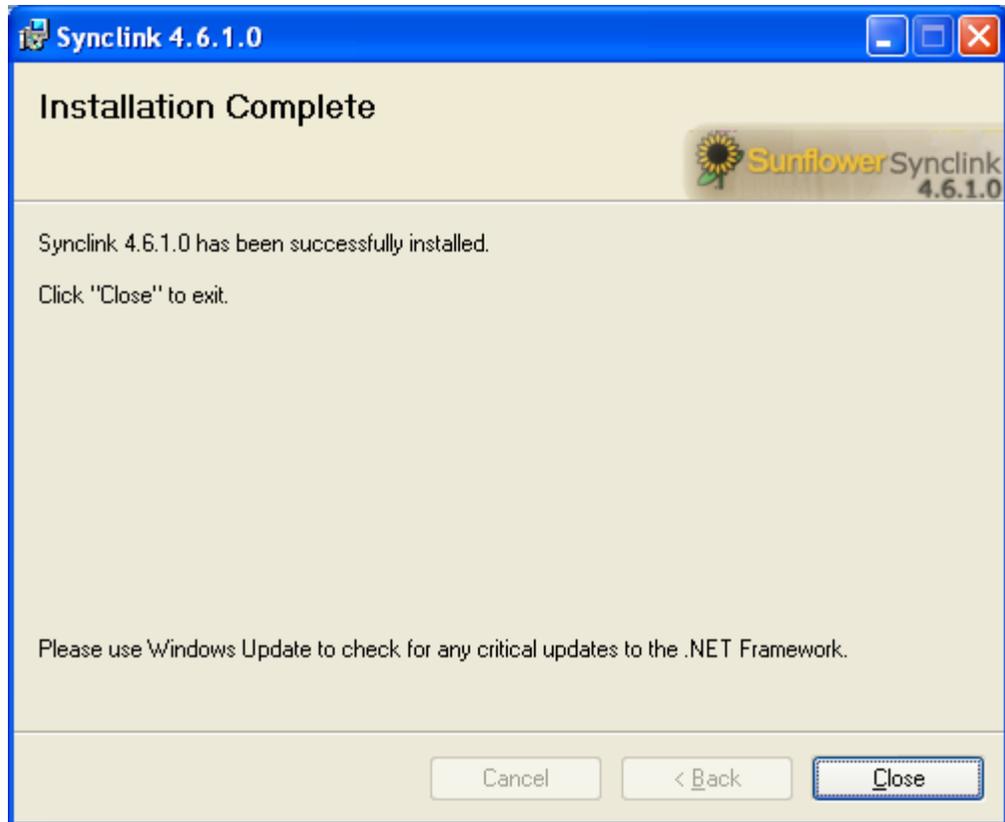
3. Click on the 'Next' button move to the first step of the SyncLink installation.



4. Click on the 'Next' button to proceed with the SyncLink installation.
 - a. Please do not change the destination folder populated in the Folder field.
 - b. Please select the 'Everyone' button to make sure any user can access SyncLink on the computer. This is especially important if an Administrator is logged in to complete the installation.



5. Click on the 'Next' button to install SyncLink on your computer.



6. Click the 'Close' button to close the installer. The SyncLink installation is complete.

3.2 MobileTrak Software installation

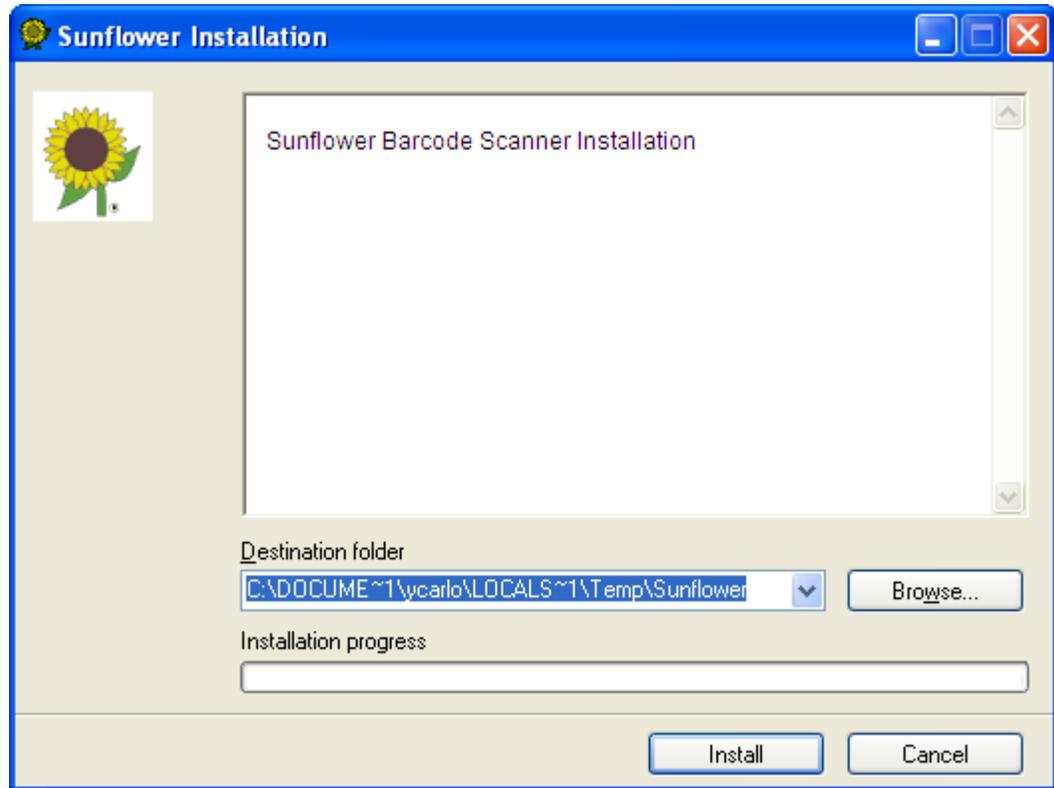
***NOTE:** Only complete this section if you wish to install MobileTrak 4.6 on a new scanner or if you need to reinstall MobileTrak 4.6.*

***WARNING:** Upgrading your scanner from MobileTrak 3.2 to MobileTrak 4.6, requires additional hardware and uninstall instructions. If your scanner has MobileTrak 3.2 installed, please contact the SMC (email: sunflowerhelpdesk@doc.gov phone: 202.482.4110) before proceeding with the installation below.*

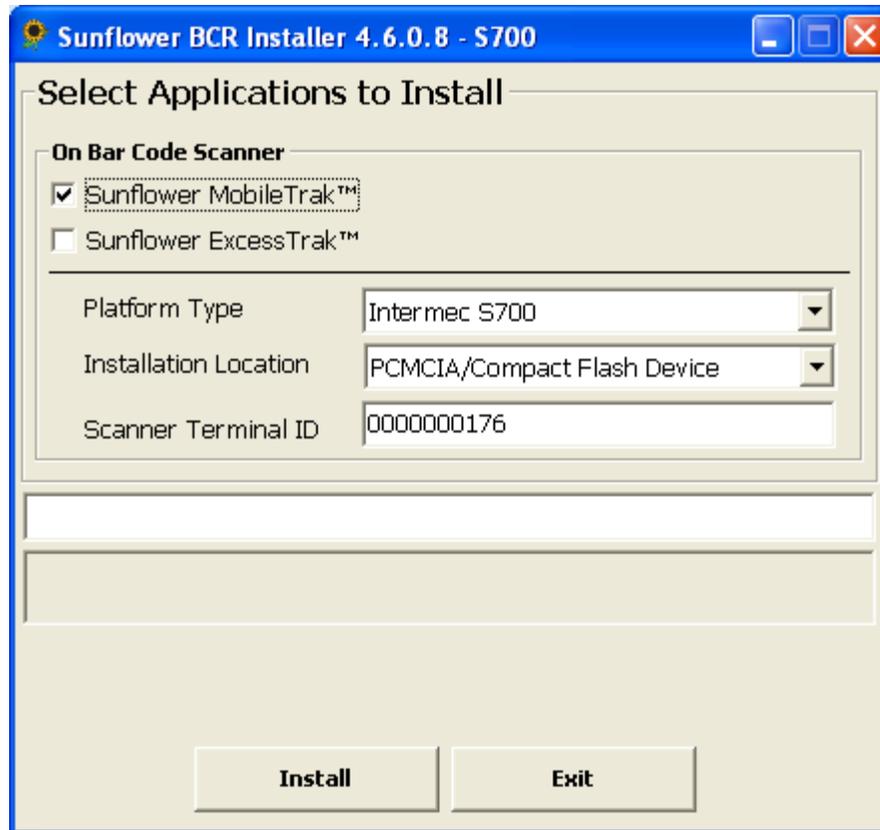
1. Open the 'bcr-4.6.0.8.exe' file located in the 'SyncLink and MobileTrak' folder. (For Windows 7 Operating Systems use 'bcr-4.6.0.8-win7.exe') The Sunflower Barcode Scanner Installation Window will come up. Click Install.
 - The destination folder is only a temporary location to extract the installation files. There is no need to change it. You will be able to specify the Installation Path later on.

SyncLink and MobileTrak Installation and Configuration

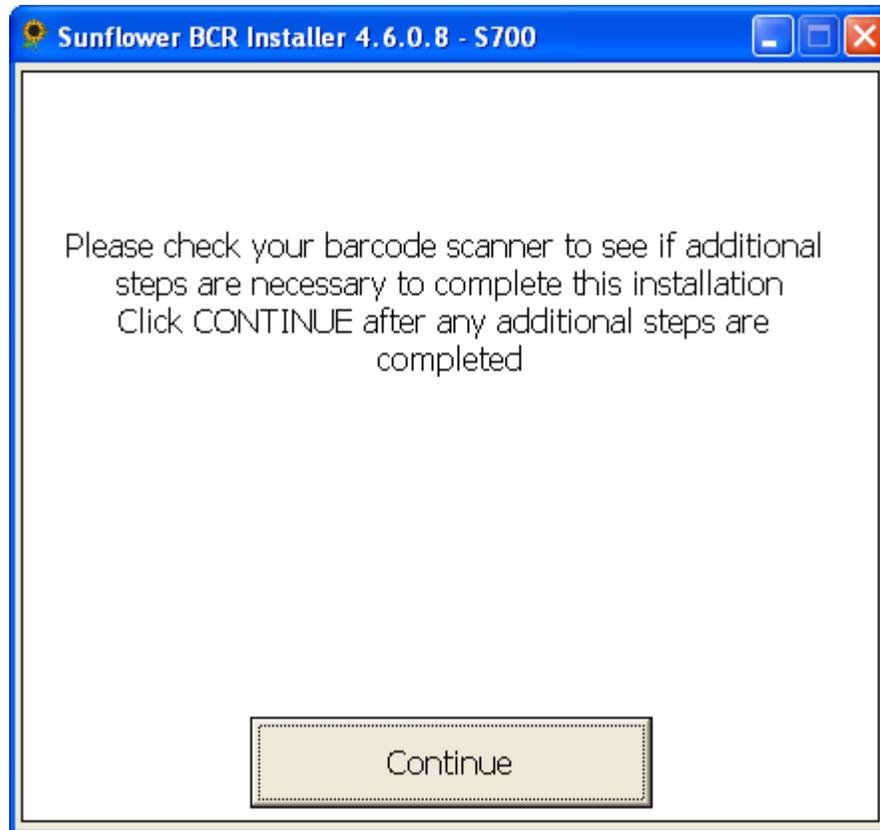
- If you have any problems opening the file, please copy all extracted files into the local machine where you are attempting to complete the installation.



2. Once you click Install, the installation files will self-extract and open the 'Sunflower BCR Installer' shown below.



3. Select the option to install 'Sunflower MobileTrak' on the scanner.
4. Platform Type should be 'Intermec S700'
5. Installation Location should be 'PCMCIA/Compact Flash Device'
6. Scanner Terminal ID field will only accept 10 characters, so enter the last ten digits of the barcode scanner and label the scanner accordingly for future reference (if not labeled already).
 - a. Alternatively, you can enter the last three or four digits of the ID and the zeros will be populated once you tab out of the field.
7. Click on 'Install' to begin the installation. **NOTE:** Several windows will pop up asking you if you wish to 'Continue'. When this happens, look at the scanner and make sure that you click 'OK', 'Yes', or 'Accept' before you 'Continue' with the installation. This will happen 3-5 times before the installation completes.



8. Once the installation is complete, click Exit to close the Installer.

3.3 Configuration and Setup

1. Go to the 'Configuration Files' folder of the 'Sunflower Mobile Solution' Installation Package. Right click and Copy the 'SyncLink.xml' file.
NOTE: If you are a NOAA user, make sure you copy the SyncLink.xml file under the NOAA folder.
2. Then, go to the following folder in your machine:
C:\snflwr\bcr\4.6.1.0\SyncLink. Right click and Paste the SyncLink.xml file that you copied in step 1. When it asks you if you want to replace the existing file, click Yes.
3. Close all windows.
4. The installation will create a shortcut on your desktop to run the SyncLink application. From now on, you can use this shortcut to access SyncLink.

3.4 Log In

Double click on the 'SyncLink 4.6.1.0' shortcut in your desktop and double click on it to run SyncLink. Log in using the same username and password that you use to log in to Sunflower. Click on 'Start'. Then, check the 'Download', 'Copy to Scanner' and 'Inventory' check boxes. Under Application Name, Select 'MobileTrak' and you are now ready to do a 'Send to Scanner!' NOTE: MobileTrak will not work in your scanner until you have completed the initial Send to Scanner.