

Quick Start Guide



1

Register

The first screen shows the 'Log In' form with a 'Register' button highlighted. An arrow points to the 'Account Creation' form. A second arrow points to an envelope icon with the text 'Log in details sent to email'.

2

Log in

The first screen shows the 'Log In' form with a 'Login' button highlighted. An arrow points to the second screen, which is identical but with the 'Login' button highlighted.

3

Scan a Parcel

The first screen shows the 'Scan' button highlighted. An arrow points to a photo of a parcel with a barcode and 'Reference UFP: 59310330'. A second arrow points to the 'Scan' screen where the barcode number '5391519384206' is displayed.

4

Select Delivery Type

The first screen shows the 'Scan' button highlighted. An arrow points to the 'Select Delivery Type' screen where 'Refused, Damaged' is highlighted.

5

Capture a Signature

The first screen shows a signature being captured. An arrow points to the second screen where the 'Submit' button is highlighted.

6

View Report

An envelope icon is shown with the text 'POD details sent to email'. An arrow points to a screenshot of a report page.

Track And Trace	Work Type	Date	Barcode	Source	User	Status
Axis received		20/04/11	5391519384206	smartTask	Smith	Success
Delivery Success		20/04/11	5391519384206	smartTask	Smith	Success