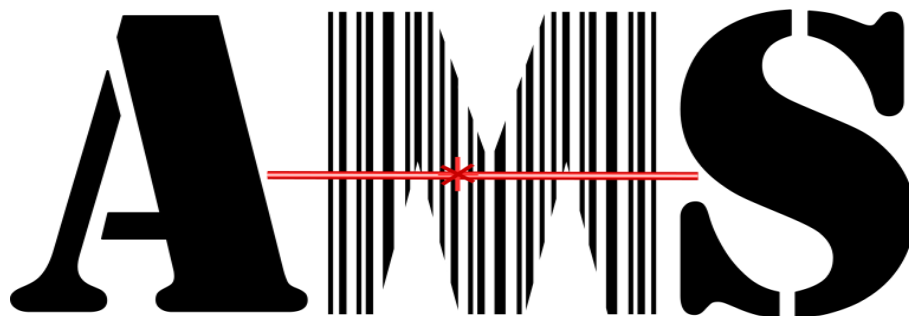


AMS-TAC
Quick Reference Guide



*Quick Reference Guide for the Automated Manifest System Tactical
Version 4.2.0.0*

AMS Help Desk

855-956-5100

or

571-621-7100

amshelp@rflogistics.com

Training for:



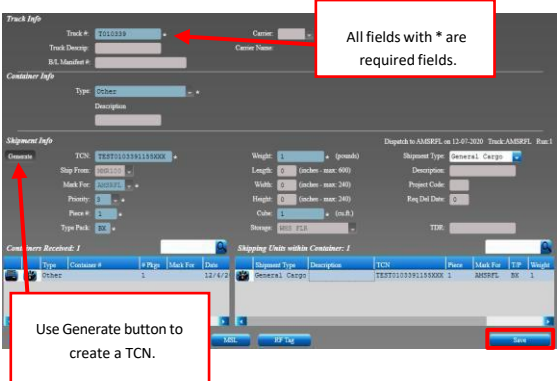
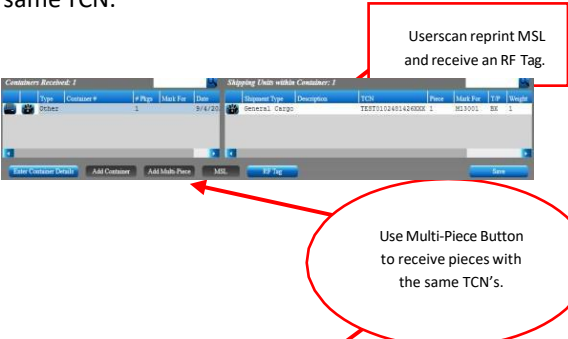
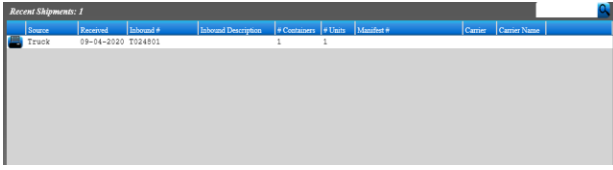


The United States Marine Corps

AMS-TAC

Quick Reference Guide

Inbound

Inbound – Truck	Enter Shipment Information																																							
<p>To receive gear, open AMS-TAC and proceed to Inbound and choose the type of vehicle you are receiving gear from.</p>  	<p>Please fill in all the required fields and Save the information. The more information entered into the system, the better it will be for DMO units receiving the gear. The user can use the Generate TCN button throughout AMS-TAC to create a standard TCN if one is not available, such as for loose gear.</p> 																																							
<p>Once Saved, confirm the information and Shipping Units. From here, you can add additional containers, receive an RF Tag, and add multiple pieces of the same TCN.</p>  <table border="1" data-bbox="207 1407 730 1522"> <thead> <tr> <th>Shipment Type</th> <th>Description</th> <th>TCN</th> <th>Piece</th> <th>Mark For</th> <th>T/P</th> <th>Weight</th> </tr> </thead> <tbody> <tr> <td>General Cargo</td> <td></td> <td>TEST0102481426KXX</td> <td>1</td> <td>M13001</td> <td>BX</td> <td>1</td> </tr> <tr> <td>General Cargo</td> <td></td> <td>TEST0102481426KXX</td> <td>2</td> <td>M13001</td> <td>BX</td> <td>1</td> </tr> </tbody> </table>	Shipment Type	Description	TCN	Piece	Mark For	T/P	Weight	General Cargo		TEST0102481426KXX	1	M13001	BX	1	General Cargo		TEST0102481426KXX	2	M13001	BX	1	<p>Shipment Confirmation</p> <p>After exiting the inbound details, the grid below is where the user can confirm if the shipment has been saved. The grid contains all the vital information about the container shipment and the information will be stored in the location. Once you confirm the shipment information is correct, exit. This list will, by default, show the last 60 days' worth of activity. This can be changed within the system setup, such as to only show the last 21 days or as long as 120 days.</p>  <table border="1" data-bbox="803 1270 1412 1438"> <thead> <tr> <th>Source</th> <th>Received</th> <th>Inbound #</th> <th>Inbound Description</th> <th># Containers</th> <th># Units</th> <th>Manifest #</th> <th>Carrier</th> <th>Carrier Name</th> </tr> </thead> <tbody> <tr> <td>Truck</td> <td>09-04-2020</td> <td>T024901</td> <td></td> <td>1</td> <td>1</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Source	Received	Inbound #	Inbound Description	# Containers	# Units	Manifest #	Carrier	Carrier Name	Truck	09-04-2020	T024901		1	1			
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Truck	09-04-2020	T024901		1	1																																			

AMS-TAC Quick Reference Guide Dispatch

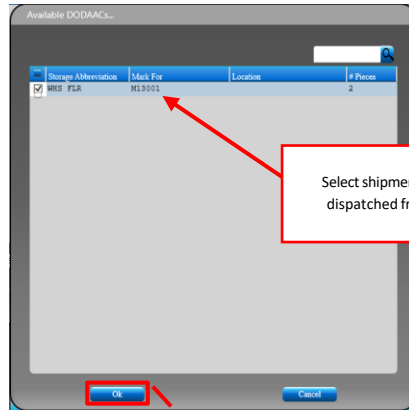
Dispatch

To dispatch gear, open AMS-TAC and proceed to Dispatch and choose the type of dispatch you are conducting.



Select Shipment

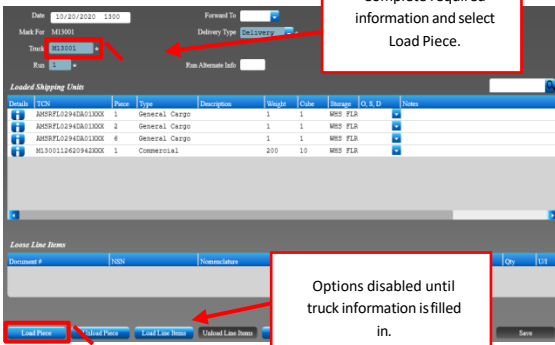
Select the DODAAC being dispatched from the list.



Select shipment being dispatched from list.

Confirmation Information or Usealternate features

Complete the required information and select Load Piece. From here, you can add the TCNs being dispatched on the current Delivery or Pickup.

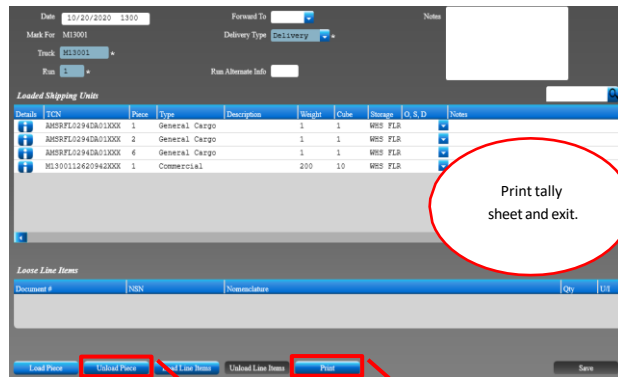


Complete required information and select Load Piece.

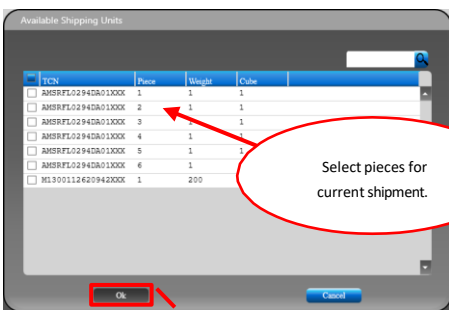
Options disabled until truck information is filled in.

Shipment Confirmation

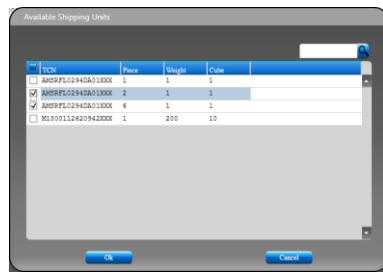
The grid below is where the user can confirm if the shipment has the necessary cargo. If the user needed to remove a piece, they can select Unload Piece. Once you confirm the shipment information is correct, exit.



Print tally sheet and exit.



Select pieces for current shipment.




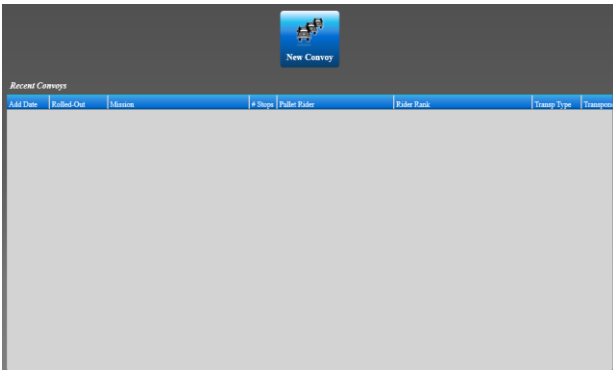
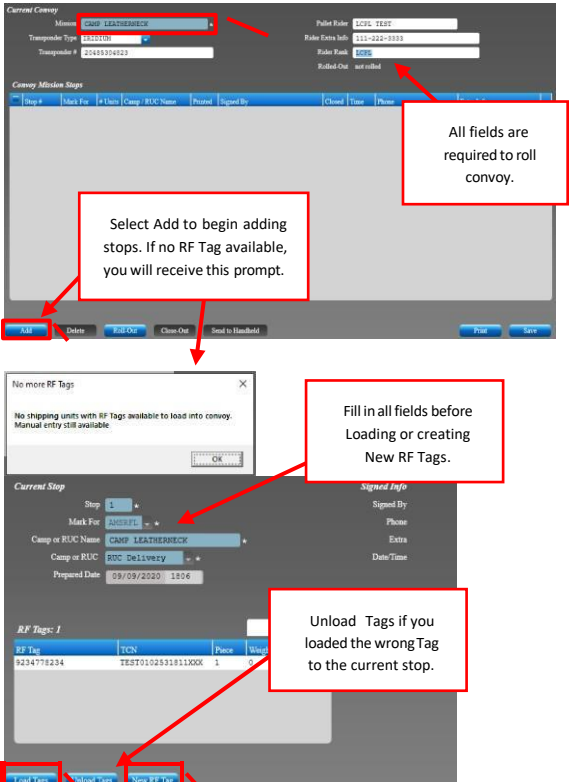
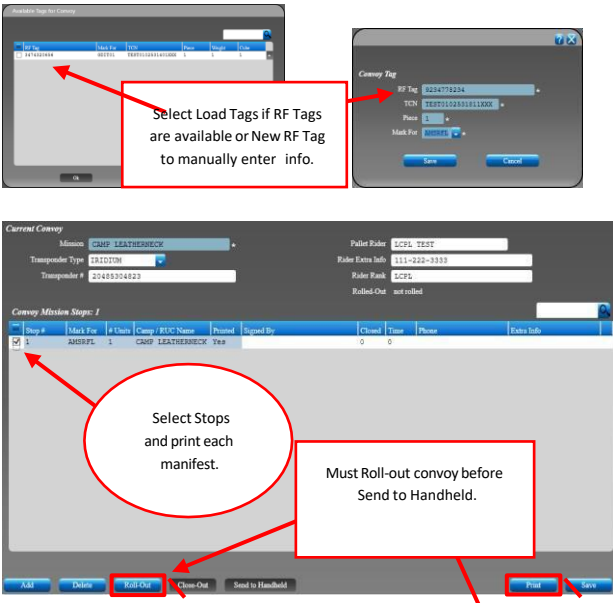
Shipment containing two pieces after unloading two.

Loaded Shipping Units							
Details	TCN	Piece	Type	Description	Weight	Cube	Storage O, S, D
	AMSRFL0294DA01XXX	1	General Cargo		1	1	WHS FLR
	M1300112620942XXX	1	Commercial		200	10	WHS FLR

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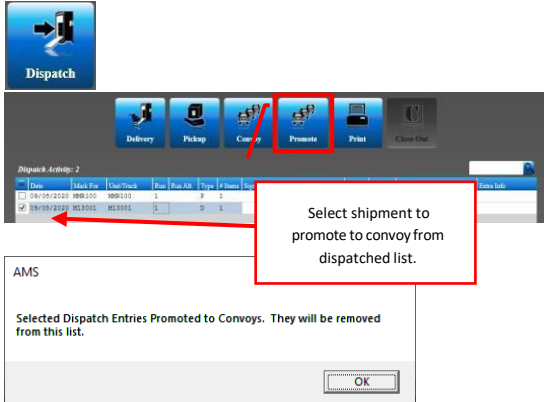
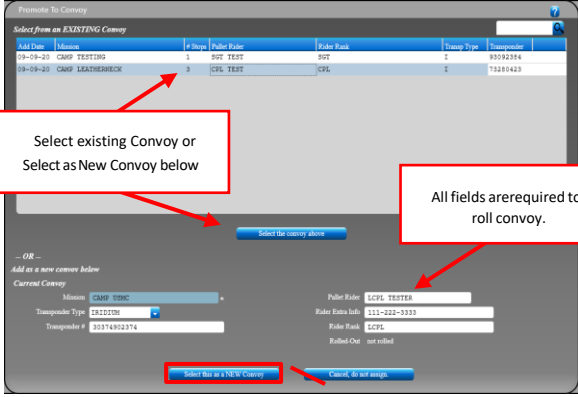
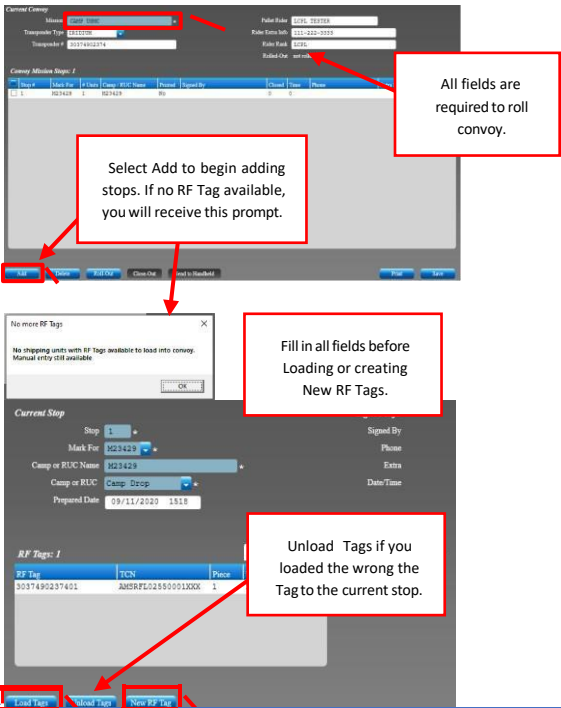
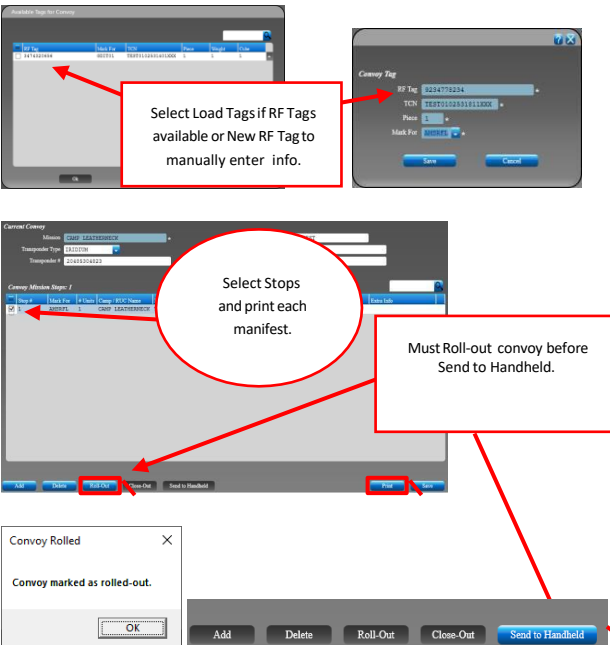
Dispatch – Convoy

Dispatch - Convoy	Select Shipment
<p>To dispatch gear on a convoy, open AMS-TAC and proceed to Dispatch and choose Convoy.</p> 	<p>Select the New Convoy option or existing convoy shipment from the list.</p> 
<h4>Add Stops</h4>	<h4>Confirm Information and Roll Convoy</h4>
<p>Complete all the fields below and select Add. If there are no RF Tags available from the Outbound section, you will be alerted with a prompt. However, you can manually add a shipment with an RF Tag, and it will appear as a walk-in in the Inbound section.</p>  <p>All fields are required to roll convoy.</p> <p>Select Add to begin adding stops. If no RF Tag available, you will receive this prompt.</p> <p>No more RF Tags No shipping units with RF Tags available to load into convoy. Manual entry still available.</p> <p>Fill in all fields before Loading or creating New RF Tags.</p> <p>Unload Tags if you loaded the wrong Tag to the current stop.</p>	<p>If an RF Tag is available, select RF Tag from the list or manually enter RF Tag and TCN information. From here, you can return to the Current Convoy screen and Print all available stops documentation. Each stop must be printed before you can Roll the convoy. Next, select Roll-out to process the convoy and Send to Handheld to receive electronic signatures at each stop on the convoy.</p>  <p>Select Load Tags if RF Tags are available or New RF Tag to manually enter info.</p> <p>Select Stops and print each manifest.</p> <p>Must Roll-out convoy before Send to Handheld.</p> <p>Convoy Rolled Convoy marked as rolled-out.</p>

AMS-TAC

Quick Reference Guide


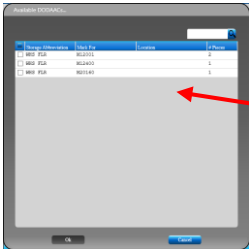


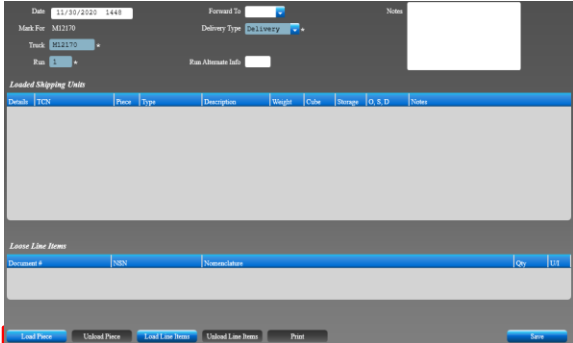
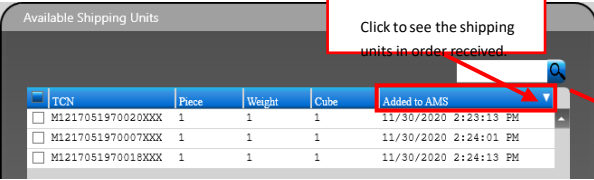
Dispatch – Promote

Dispatch - Promote	Promote to Convoy
<p>To promote an existing dispatched shipment to a convoy, open AMS-TAC, proceed to Dispatch, select the existing dispatch tally sheet, and select Promote.</p> 	<p>The Promote to Convoy menu will appear, and the user can choose to promote the shipment to an existing convoy or add the information to create a new convoy. The information for the piece you promoted will be presented as Stop 1 and the Transponder # will appear as the RF Tag.</p> 
Add Stops	Confirm Information and Roll Convoy
<p>Select Add to create additional stops for the convoy. If there are no RF Tags available, you can manually add a shipment. If an RF Tag is available, select RF Tag from the list or manually enter RF Tag and TCN information.</p> 	<p>From here, you can return to the Current Convoy screen and Print all available stops. Each stop must be printed before you can Roll the convoy. Next, select Roll-out to process the convoy and Send to Handheld to receive electronic signatures at each stop on the convoy.</p> 


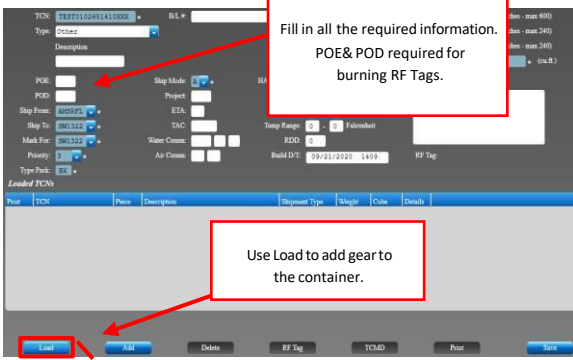
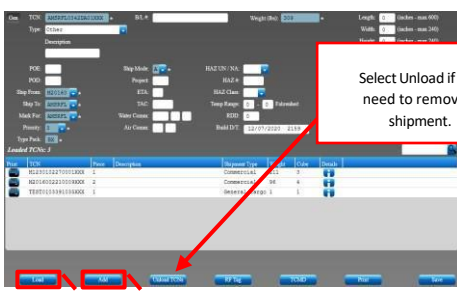
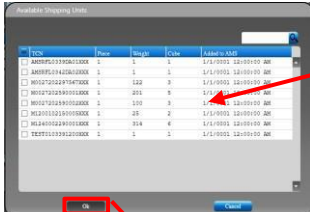

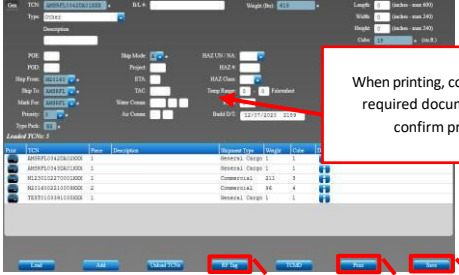

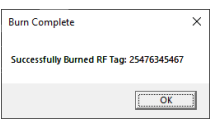

AMS-TAC

Quick Reference Guide


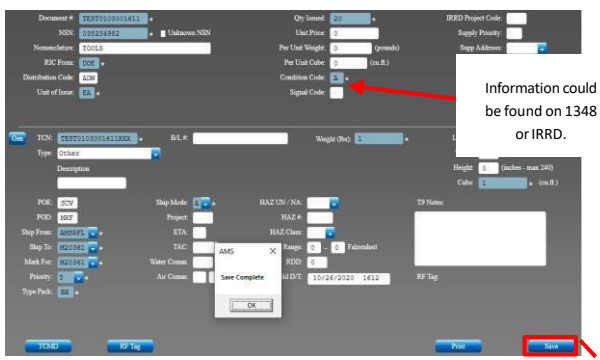
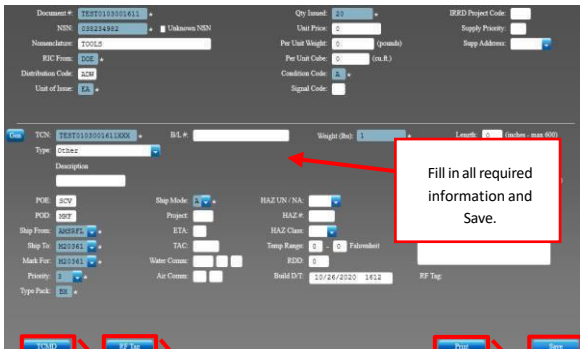
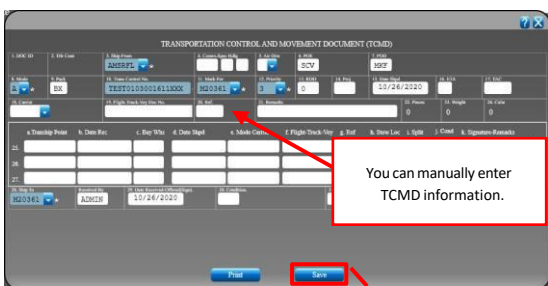

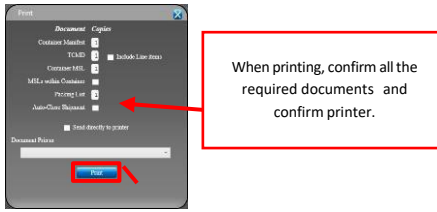
Dispatch – Order by Date Added To Tally Sheet

Dispatch in Order Received	Set as Default																																																																																												
<p>To dispatch shipping units in the order they were received, open AMS-TAC and proceed to Dispatch and choose By Date/Time Added to Tally Sheet from the Tally Sheet Order drop-down menu at the bottom of the screen. Choose the type of dispatch you are conducting and select the DODAAC being dispatched from the list.</p>  <p>Dispatch</p> <p>Tally Sheet Order By Date/Time Added To Tally Sheet</p> <ul style="list-style-type: none"> By Date/Time Added To Tally Sheet By TCN/Piece (Default) By Date/Time Added To Tally Sheet  <p>Select shipment to delivery or pickup from Available DODAACS list.</p>	<p>Alternatively, you can go to Setup, Miscellaneous, and Documentation Defaults; from here you can change the default options of Tally Sheet TCN Print Order to By Date/Time Added to Tally Sheet to avoid having to manually change it in the Dispatch menu. Save and Exit.</p>  <p>Setup</p> <p>Miscellaneous</p> <ul style="list-style-type: none"> Documentation Defaults Recent Grid Activity Alerts <p>You can set the default options to By Date/Time Added to Tally Sheet.</p>  <p>Inbound Activity Shipping Printing</p> <p>Dispatch Printing</p> <p>Tally Sheet TCN Print Order By Date/Time Added To Tally Sheet</p> <p>Save</p>																																																																																												
Confirm Information	Confirm Information in Order																																																																																												
<p>Complete the required information and select Load Piece. From here, you can view the order by date and time of the cargo added to the Tally sheet.</p>  <p>Loaded Shipping Units</p> <table border="1"> <thead> <tr> <th>Doc#</th> <th>TCN</th> <th>Piece</th> <th>Type</th> <th>Description</th> <th>Weight</th> <th>Cube</th> <th>Storage</th> <th>O.S.D</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Load Piece</p> <p>Available Shipping Units</p> <p>Time the shipping unit was received.</p> <table border="1"> <thead> <tr> <th>TCN</th> <th>Piece</th> <th>Weight</th> <th>Cube</th> <th>Added to AMS</th> </tr> </thead> <tbody> <tr> <td>M1217051970007XXX</td> <td>1</td> <td>1</td> <td>1</td> <td>11/30/2020 2:24:01 PM</td> </tr> <tr> <td>M1217051970018XXX</td> <td>1</td> <td>1</td> <td>1</td> <td>11/30/2020 2:24:13 PM</td> </tr> <tr> <td>M1217051970020XXX</td> <td>1</td> <td>1</td> <td>1</td> <td>11/30/2020 2:23:13 PM</td> </tr> </tbody> </table>	Doc#	TCN	Piece	Type	Description	Weight	Cube	Storage	O.S.D	Notes											TCN	Piece	Weight	Cube	Added to AMS	M1217051970007XXX	1	1	1	11/30/2020 2:24:01 PM	M1217051970018XXX	1	1	1	11/30/2020 2:24:13 PM	M1217051970020XXX	1	1	1	11/30/2020 2:23:13 PM	<p>After selecting Available Shipping Units, the shipping units should appear in the order they were added to the tally sheet. Select print and confirm the shipping units are in order.</p> <p>Click to see the shipping units in order received.</p>  <p>Available Shipping Units</p> <table border="1"> <thead> <tr> <th>TCN</th> <th>Piece</th> <th>Weight</th> <th>Cube</th> <th>Added to AMS</th> </tr> </thead> <tbody> <tr> <td>M1217051970007XXX</td> <td>1</td> <td>1</td> <td>1</td> <td>11/30/2020 2:23:13 PM</td> </tr> <tr> <td>M1217051970018XXX</td> <td>1</td> <td>1</td> <td>1</td> <td>11/30/2020 2:24:01 PM</td> </tr> <tr> <td>M1217051970018XXX</td> <td>1</td> <td>1</td> <td>1</td> <td>11/30/2020 2:24:13 PM</td> </tr> </tbody> </table> <p>Shipping unit sorted in the order received on the Tally Sheet.</p> <p>Page: 1 TALLY SHEET</p> <p>Dispatch ID: 1 Mark For: M12170 Truck #: M12170 Address: BLDG 177 Run #: 1 WALLACE CREEK RIGHT-SIDE Build Date: 01 Dec 2020 2ND BN 8TH MARINES 2ND MARINE Total Pieces: 3 POC LCPL COMMLID 910-450-9916 450-9911/9917 SGT INVERSON 450-</p> <table border="1"> <thead> <tr> <th>#</th> <th>TCN</th> <th>PC</th> <th># T/P</th> <th>Weight</th> <th>Carrier / Tracking</th> <th>Description</th> <th>Storage</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>M1217051970020XXX</td> <td>1</td> <td>1</td> <td>1</td> <td></td> <td></td> <td>WHS FIR</td> </tr> <tr> <td>2</td> <td>M1217051970007XXX</td> <td>1</td> <td>1</td> <td>1</td> <td></td> <td></td> <td>WHS FIR</td> </tr> <tr> <td>3</td> <td>M1217051970018XXX</td> <td>1</td> <td>1</td> <td>1</td> <td></td> <td></td> <td>WHS FIR</td> </tr> </tbody> </table>	TCN	Piece	Weight	Cube	Added to AMS	M1217051970007XXX	1	1	1	11/30/2020 2:23:13 PM	M1217051970018XXX	1	1	1	11/30/2020 2:24:01 PM	M1217051970018XXX	1	1	1	11/30/2020 2:24:13 PM	#	TCN	PC	# T/P	Weight	Carrier / Tracking	Description	Storage	1	M1217051970020XXX	1	1	1			WHS FIR	2	M1217051970007XXX	1	1	1			WHS FIR	3	M1217051970018XXX	1	1	1			WHS FIR
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M1217051970020XXX	1	1	1	11/30/2020 2:23:13 PM																																																																																									
TCN	Piece	Weight	Cube	Added to AMS																																																																																									
M1217051970007XXX	1	1	1	11/30/2020 2:23:13 PM																																																																																									
M1217051970018XXX	1	1	1	11/30/2020 2:24:01 PM																																																																																									
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2	M1217051970007XXX	1	1	1			WHS FIR																																																																																						
3	M1217051970018XXX	1	1	1			WHS FIR																																																																																						

AMS-TAC Quick Reference Guide Outbound – Build Container

Outbound – Build Container	Enter Shipment Information
<p>To ship gear, open AMS-TAC and proceed to Outbound and choose Build Container.</p>  <p>Select Build Container to create outbound shipment.</p>	<p>The grid below will appear, fill in the necessary information.</p>  <p>Fill in all the required information. POE& POD required for burning RF Tags.</p> <p>Use Load to add gear to the container.</p>
Confirmation Information	
<p>Select Load, to add gear to the container or select Add to add a new shipment to the container. If you select Add, the new shipment will appear as a walk-in in the Inbound section. If a piece of gear is being removed from the shipment, you can choose to unload the TCN.</p>  <p>Select Unload if you need to remove a shipment.</p>  <p>Select shipments to load onto the container.</p>  <p>If you need to create a shipment to add to the container, select Add and fill in the required information.</p>	<p>If you are burning an RF Tag, click RF Tag, and enter additional content. You will be prompted when the tag is successfully burned. Print all documents required for the shipment. From here, you can select to Auto Close the shipment, Save, and Exit.</p>  <p>When printing, confirm all the required documents and confirm printer.</p>  <p>Use RF Tag to burn a tag for each container.</p>   <p>When printing, confirm all the required documents and confirm printer.</p>

AMS-TAC Quick Reference Guide Outbound – Ship Item

Outbound – Ship Item	Enter Shipment Information
<p>To ship a single piece of gear, open AMS-TAC and proceed to Outbound and choose Ship Item.</p> 	<p>The grid below will appear, fill in the necessary information. The Document # will appear as the TCN or you can generate a TCN.</p> 
Confirmation Information	Burn RF Tag
<p>You can manually enter TCMD information if you have the required information.</p>  	<p>If you are burning an RF Tag, click RF Tag, and enter Additional Content. You will be prompted when the tag is successfully burned. Print all documents required for the shipment. From here, you can select to Auto Close the shipment, Save, and Exit.</p>  

AMS-TAC

Quick Reference Guide

Outbound – Build Multi-Pack

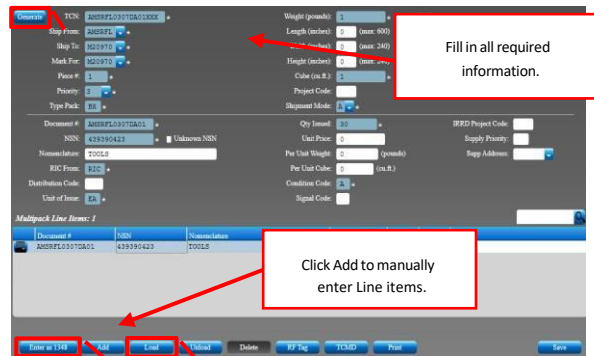
Outbound – Build Multi-Pack

To ship gear as a Multi-pack, open AMS-TAC and proceed to Outbound and choose Build M/P.



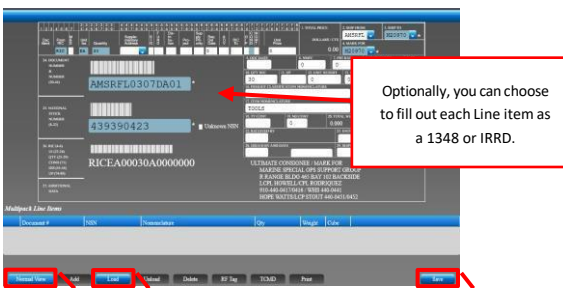
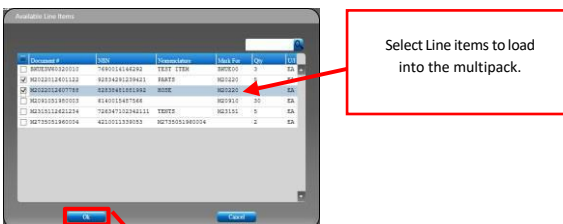
Enter Shipment Information

The grid below will appear, fill in the necessary information. The TCN can be auto-generated by selecting the Generate button. From here, you can choose to load Line items or Add them manually.



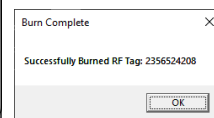
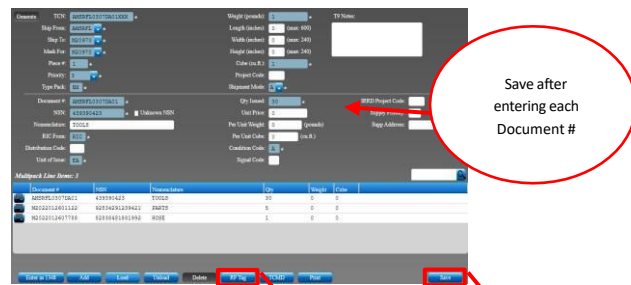
Confirmation Information or Use alternate features

The Available Line Items list will appear if you select to Load Line Items. You can choose to enter the information as a 1348 or through Normal View.



Burn RF Tags

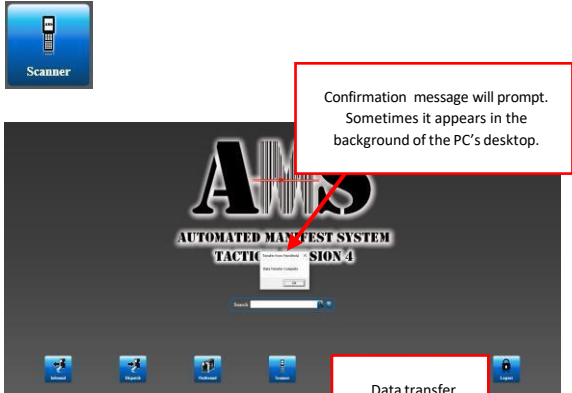
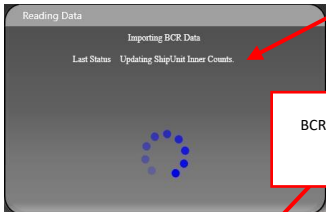

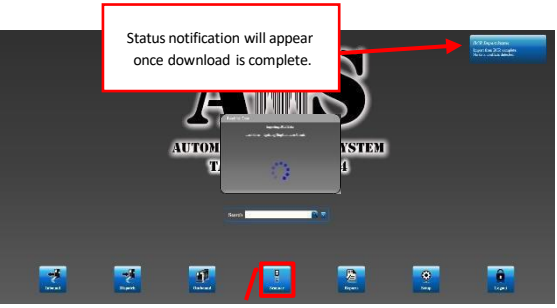
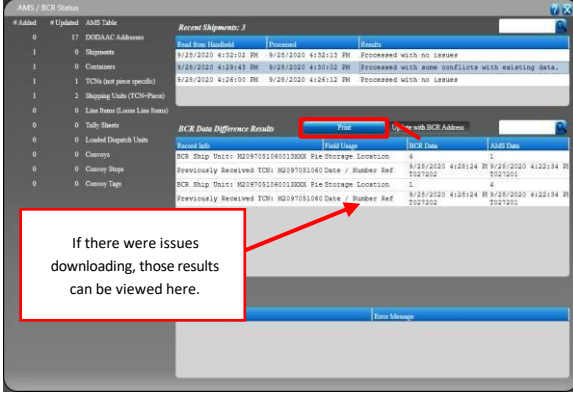
If you are burning an RF Tag, click RF Tag, and enter Additional Content. You will be prompted when the tag is successfully burned. Print all documents required for the shipment. From here, you can select to Auto Close the shipment, Save, and Exit.



AMS-TAC

Quick Reference Guide

Scanner - Handheld

Scanner – Handheld	Download Information
<p>When downloading data from the CN80 handheld, you will receive the confirmation prompt “Data Transfer Complete.” This message may appear in the background of the computer’s desktop. Once you confirm the transfer is complete, the Reading Data and complete status notifications will appear.</p>  <p>Confirmation message will prompt. Sometimes it appears in the background of the PC’s desktop.</p>  <p>Data transfer status progress.</p> <p>BCR Import Status success or failure status.</p> 	<p>The status notification will indicate if the download was successful or if there were import failures or conflicts. Click on the Scanner button and the AMS / BCR Status will appear where you can review the status of the download.</p>  <p>Status notification will appear once download is complete.</p>  <p>If there were issues downloading, those results can be viewed here.</p>

AMS-TAC Quick Reference Guide Reports

Reports – Daily / Weekly / Monthly

To prepare reports, open AMS-TAC, proceed to Report and select the type of report needed.

Results appear for the report type and can be printed.

Reports - Customized

To prepare customized reports, select customize, and select the customize options in the drop-down menu to generate the type of report needed.

Modify drop down menu for desired data results.

Select from a range of categories to report on.

Communication (COM) Report

To verify data is sent from AMS, select COM report, and select the data type. From here, you can inspect reports of various data types to ensure it is successfully being sent from AMS.

After selecting data type, the user can print or email report.

Example of results indicating a failure sending to IGC server.

AMS-TAC

Quick Reference Guide

Setup

Setup Overview – Installation Setup

To edit or review system settings, open AMS-TAC, and proceed to Setup. The Installation Setup overview is below. The Installation Setup allows the user to set the installation type as well as the data path for AMS. The Contact Information should be the installation's main point of contact or AMS admin. Use the following link to obtain Longitude and Latitude. Save and Exit.

<https://www.latlong.net/>

Installation Setup

Installation Type: Stand-alone Use Default Local Path for Data

Data Path: C:\Users\Public\AMSTAC\LocalData

STAND-ALONE INSTALLATION: is where ALL of the processing is handled on the local machine the application is being installed on, AND is NOT intended to be shared to other machines, even if it is in an office / network environment.

Contact Information

DODAAC: AMSRFL
 Function Description: AMB HELP DESK
 Address 1: 10592 JOSEF ATRES DR
 Address 2:
 City: FAIRFAX
 Country: United States of America (the)
 State: VA ZIP: 22032
 Latitude: 38.803559 Longitude: -77.322639
 POC Name: AMB HELP DESK
 POC Phone: 571-421-7100
 POC Email: AMSRFLPERFLOGISTICS.COM

Save

Ensure information is updated when POC changes.

Setup – User Maintenance / User Password

To edit users' permissions, login as the Admin, and select User Maintenance. From here, the Admin can change users' passwords, select users add and edit permissions, as well as the AMS-TAC functions the user can perform. Save and Exit.

User Maintenance

Edit or modify permissions for each user account.

User Password

Login Name: ADMIN
 First Name: DEFAULT
 Last Name: ADMIN
 Change Password:
 Confirm Password:
 ADA 308 Coloring Scheme

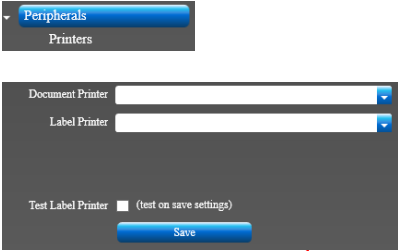

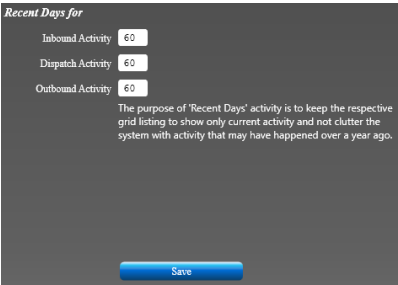
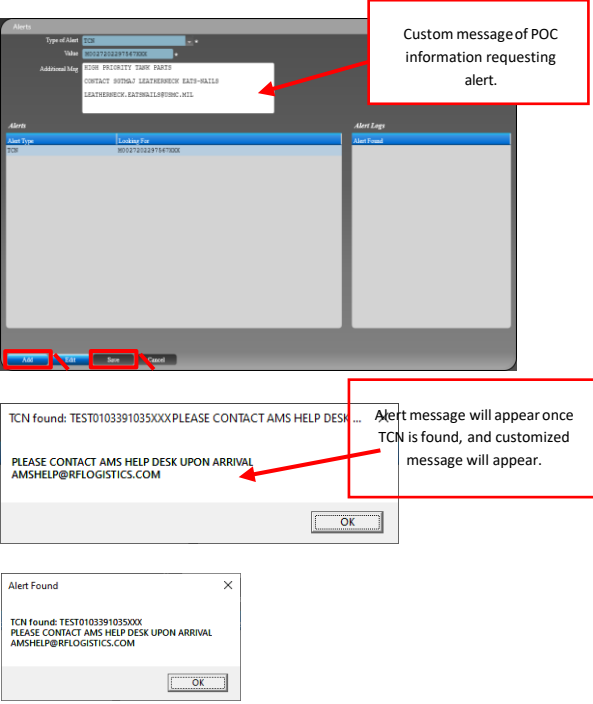
Save

User can set password from here while creating or edit profile.

AMS-TAC

Quick Reference Guide

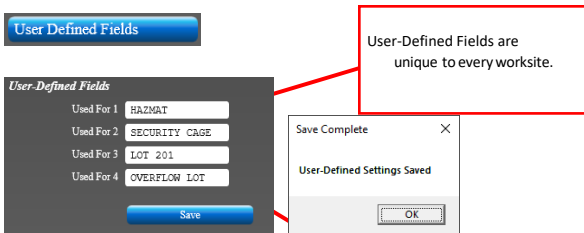
Setup

<p>Setup – Peripherals</p> <p>To edit or review printer settings, proceed to Setup Peripherals. From here, you can set up printers and label printers. Save and Exit.</p> 	<p>Setup – Misc. – Documentation Defaults</p> <p>To edit or modify default settings, proceed to Setup, Miscellaneous, Documentation Defaults and edit the options as needed. Save and Exit.</p> 
<p>Setup – Misc. – Recent Grid Activity</p> <p>To set the Recent Grid Activity, proceed to Setup, Miscellaneous, and Recent Grid Activity. From here you can change the length of the grid activity in various AMS functions anywhere from 1 – 180 days. Save and Exit.</p> 	<p>Setup – Misc. – Alerts</p> <p>To set alerts for high priority or specific shipping units, proceed to Setup, Miscellaneous, and Alerts. From here the user can set an alert for various items, most commonly a TCN and add a customized message such as point of contact information. Once the user receives either manual entry or handheld download the item, AMS will display an alert prompt informing the user. Save and Exit.</p> 

AMS-TAC Quick Reference Guide Setup

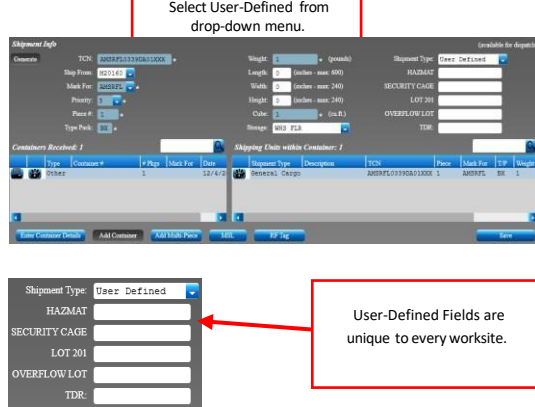
Setup – User Defined Fields

To set User-Defined Fields, proceed to Setup and select User-Defined Fields add various identifiers unique to your worksite. User-Defined Fields are identifiers unique to various installations worksite. For instance, if a user wants to indicate while receiving shipping units that the gear will be stored in the Hazmat lot, they can select that User-Defined Field. Save and Exit.



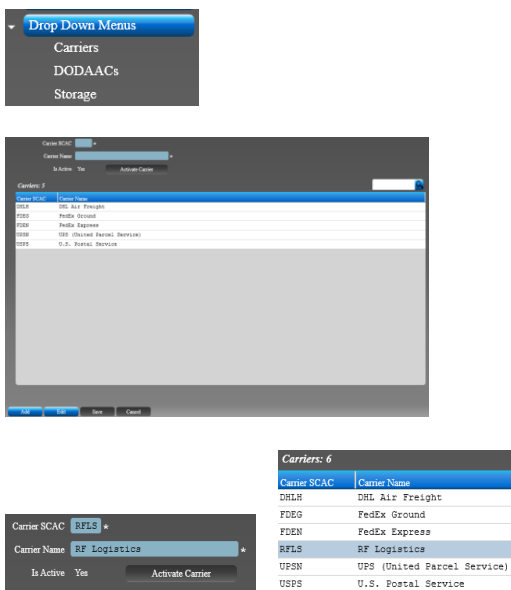
Setup – User Defined Fields

After the initial setup, User-Defined Fields can be found in the Inbound screen for manual entry and on the handheld. The handheld will sync with the PC and the User-Defined Fields will be available while receiving.



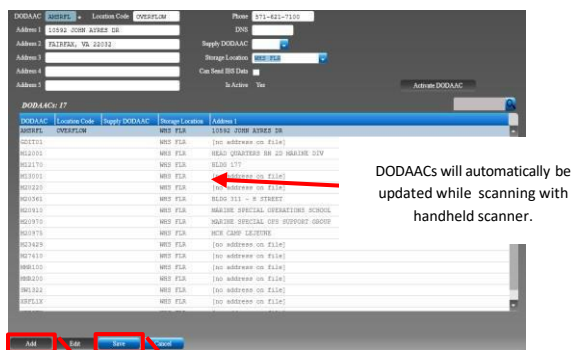
Setup – Carrier

To add or edit Carrier SCACs, open AMS-TAC, Setup, proceed to Drop Down Menus. From here, the user can add or edit information related to SCACs.



Setup – DODAAC

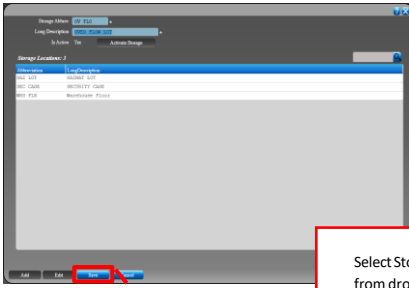
To add or edit DODAAC, open AMS-TAC, Setup, proceed to Drop Down Menus. From here, the user can add or edit information related to DODAACs. The grid below will appear, and the user can choose to edit or add various information.



AMS-TAC Quick Reference Guide Setup

Setup – Storage

To add and edit indication for various Storage locations proceed to Setup, Drop Down Menu, and select Storage. From here, a user can list all the storage locations their worksite utilizes and annotate where gear is stored.

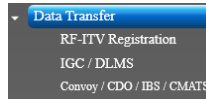


Select Storage Location from drop down menu.



Setup – Data Transfer – RF-ITV Registration

The grid below will appear, and the user can choose to promote the shipment to an existing convoy or add information to create a new convoy. Click Add



Ensure information is updated when POC changes.

RF-ITV Registration Contact Information

DODAAC: **AMSRFL**

Function Description: **AMS HELP DESK**

Address 1: **10592 JOHN AYRES DR**

Address 2:

City: **FAIRFAX**

Country: **United States of America (the)**

State: **VA** ZIP: **22023**

Latitude: **38.80354** Longitude: **-77.32264**

POC Name: **AMS HELP DESK**

POC Phone: **571-621-7100**

POC Email: **AMSHHELP@RFLOGISTICS.COM**

RF-ITV Details
(The burn station is combination of Military Installation plus Station Sequence)

Military Installation: **AMSHHELP DESK** Station Sequence: **1**

Geographic Command: **DoD Northern Command**

Military Service: **U.S. MARINE CORPS**

Site Representation: **Transportation Coordinators Automated**

Registration Date: (not registered)

(Register with ITV Server after save)

Be sure to check the box to properly register to ITV Server.

Registration Date 12/4/2020 7:01:22 PM

Setup – Data Transfer – IGC / DLMS

To send IGC / DLMS, proceed to Setup, Data Transfer, and IGC/ DLMS. Change it to Send via HTTPS, and change the Login Mode for PKI/CAC.

IGC / DLMS

IGC / DLMS Mode: **Send via HTTPS**

IGC File Size Limit: **Unlimited** (such as with Indian satellite modems)

IGC/DLMS Data Path: **C:\Users\Public\AMSTAC\LocalData\IGCData** Use Default Path

Login Mode: **Text name / Password**

Clear Data as of: Clear old records before turning on

Save

(Save also forces send of any pending data)

Setup – Data Transfer – Convoy / CDO / IBS / CMATS

To send convoy data change the drop-down menu to Send via HTTPS. CDO and IBS-RIP is a function utilized by the Navy and can be set to file mode only. Save and Exit.

Convoy / CDO / IBS / CMATS

Convoy Mode: **Off**

CDO Mode: **Off**

CDO Data Path: **C:\Users\Public\AMSTAC\CDOData** Use Default Path

IBS-RIP Mode: **Off**

IBS-RIP Data Path: **C:\Users\Public\AMSTAC\IBSData** Use Default Path

Clear Data as of: Clear old records before turning on

RE-Send Data as of: Pick DODAAC's to Resend Data for

CMATS Data Path: **C:\Users\Public\AMSTAC\CMATSData** Use Default Path

Save

(Save also forces send of any pending data)

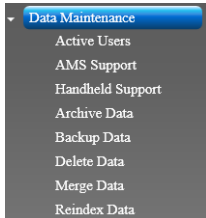
AMS-TAC

Quick Reference Guide

Setup

Setup – Data Maintenance – Active Users

To maintain various data functions, open AMS-TAC, Setup, proceed to Data Maintenance. Active Users allows the user to see the active profile currently being used.



AMS User	Windows User	AMS Build Date	Installed Path
ADMIN	thomp	USMC Build: 2020-09-24	15 C:\Program Files\AMSTAC

Setup – Data Maintenance – AMS Support

To send requested support files or process files sent from the AMS Help Desk, open AMS-TAC, Setup, proceed to Data Maintenance, and AMS Support. From here, the user can send error logs, production data, and various files requested by the Help Desk to further evaluate various issues AMS-TAC might experience.

Setup – Data Maintenance– Handheld Support

To install AMS-TAC on a Handheld Scanner open AMS-TAC, Setup, proceed to Data Maintenance, and click on Handheld Support. Click on Copy/Install to install on a CN80.

Setup – Data Maintenance– Archiving Data

To move older data to the archives, open AMS-TAC, Setup, proceed to Data Maintenance, and select Archive Data. This will copy the data into the Archive mirror tables and then delete it from production data. The data is still searchable and can print some documents, but not in products such as for add/edit/change purposes.

Table	Archive Records	Archive Updates	Archive Deleted	Production Records	Production Deleted	Working Status
Alerts	0	0	0	0	0	
Alert Log	0	0	0	0	0	
AMS User	0	0	0	0	0	
BL	0	0	0	0	0	
Carriers	0	0	0	0	0	
Change Log	0	0	0	0	0	
Dispatch	0	0	0	0	0	
Dispatched Ship Unit	0	0	0	0	0	
ISCMAC	0	0	0	0	0	
ISCMAT	0	0	0	0	0	
ISCMAT Detail	0	0	0	0	0	
ISRD	0	0	0	0	0	
Ship Unit	0	0	0	0	0	
Storage	0	0	0	0	0	
TOMO Reader	0	0	0	0	0	
TCP Reader	0	0	0	0	0	
Convey	0	0	0	0	0	
Convey Log	0	0	0	0	0	
ISC Sent	0	0	0	0	0	
ManLog	0	0	0	0	0	

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Setup

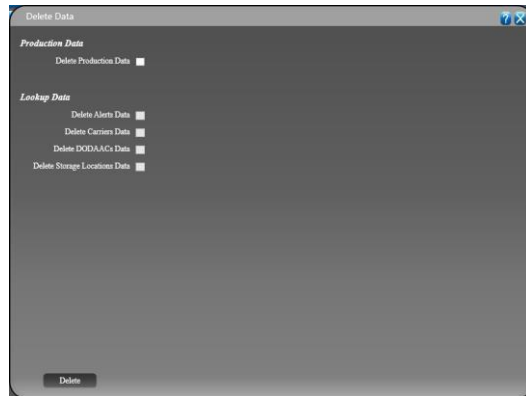
Setup – Data Maintenance – Backup Data

To backup data, open AMS-TAC, Setup, proceed to Data Maintenance, and select Backup. Backup creates a copy of the database.



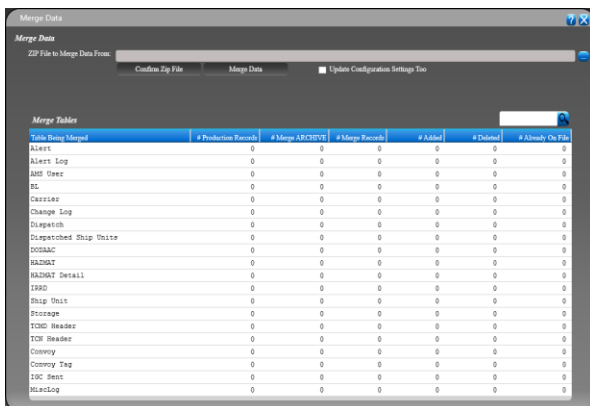
Setup – Data Maintenance– Delete Data

To delete data, open AMS-TAC, Setup, proceed to Data Maintenance, and select Delete. Delete data erases all records in the database. Optionally, you can also select to delete records from the lookup tables which are NOT deleted by default. This function can only be performed by an Admin.



Setup – Data Maintenance – Merge Data

To merge data, open AMS-TAC, Setup, proceed to Data Maintenance, and select Merge. Merge combines multiple databases into one database.



Setup – Data Maintenance – Reindex Data

To reindex data, open AMS-TAC, Setup, proceed to Data Maintenance, and select Reindex. Reindex Data helps to optimize the ordering of data within the tables for querying purposes. This function can only be performed by an Admin.



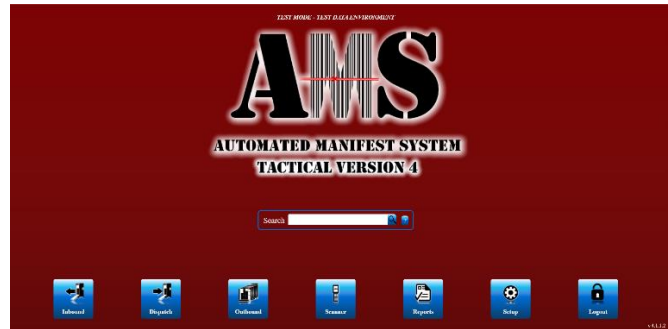
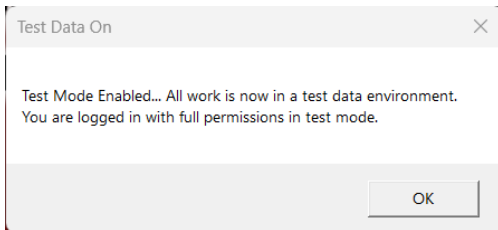
AMS-TAC

Quick Reference Guide

Setup

Setup – Test Mode

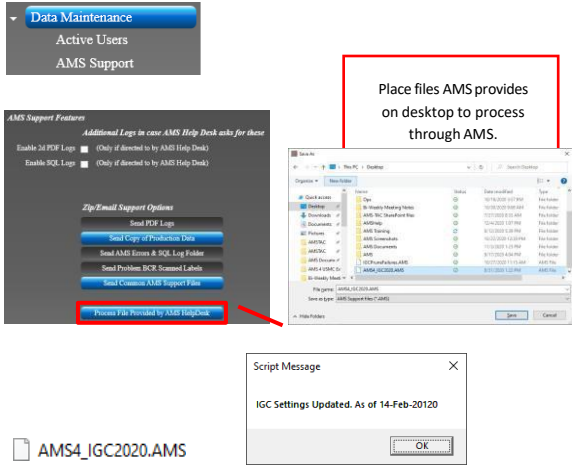
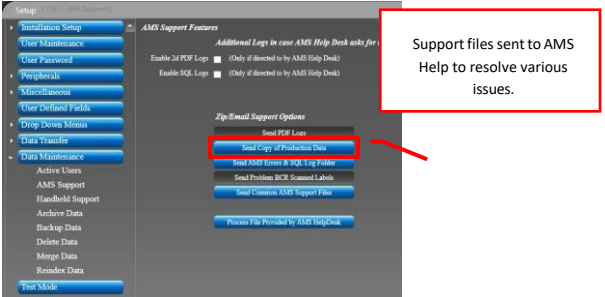
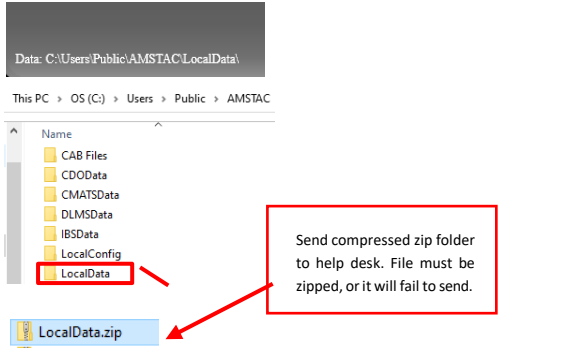
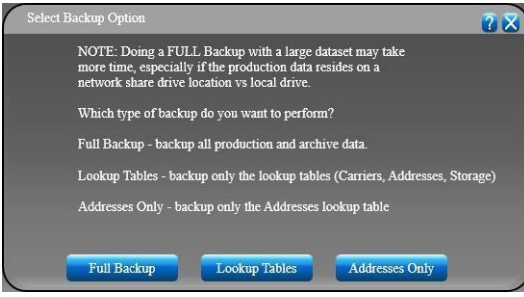
To open Test Mode open AMS-TAC, Setup, proceed to Test Mode. Test mode is a test environment for everything AMS-TAC. Users can train in this mode without having to disrupt live data.



AMS-TAC

Quick Reference Guide

Troubleshoot & Tips

<p>Troubleshoot & Tip – Process IGC File</p> <p>To add and edit indication for various Storage locations proceed to Setup, Drop Down Menu, and select Storage. From here, a user can list all the storage locations their worksite utilizes and annotate where gear is stored.</p>  <p>AMS4_IGC2020.AMS</p>	<p>Setup – Send Via Safe.Apps.mil</p> <p>If the AMS-TAC Help Desk requests a copy of your production, open AMS-TAC, Setup, proceed to Data Maintenance, and AMS Support. Click on a support button, a file named .PIZ will appear on the desktop. Go to https://safe.apps.mil/ and sign in using a CAC and send the files to amshelp@rflogistics.com.</p> 
<p>Setup – Send Via Safe.Apps.mil</p> <p>An alternate method to send AMS Help Desk files is to follow the data path in Windows Explorer at the bottom left-hand corner of the main screen. From here, right-click on the LOCALDATA folder, then select Send To and choose Compressed (zipped) folder. This will create a zip file of all the production data and name it LocalData.zip with the icon of a zipped folder. Go to https://safe.apps.mil/ and sign in using a CAC and send the folder to amshelp@rflogistics.com.</p> 	<p>Setup – Backup</p> <p>AMS-TAC system back should be performed at least once a week; however you should not ever need to do backups more than once per day. This will prevent any unnecessary loss of data. The recommended backup location would be on the base share drive or approved external hard drive.</p> 

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Troubleshoot & Tips

Instructions: Perform a reboot and a factory reset on the CN80 handheld scanner.

Reboot the Handheld

You may need to reboot the computer to correct conditions where an application stops responding to the system.

1. Press the red power button and select restart from the menu.

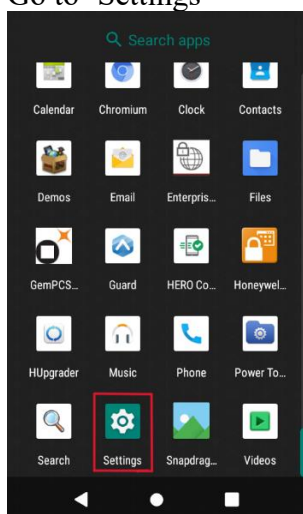
The computer systematically shuts down, restarts, and goes through the initialization process.

Resetting the Handheld to factory settings

In some cases where the handheld completely stops responding, it may be necessary to perform a factory reset or hard reset. Because factory reset will result in data loss, use this method only if all other recovery methods have failed.

To factory reset the CN80:

1. Go to 'Settings'

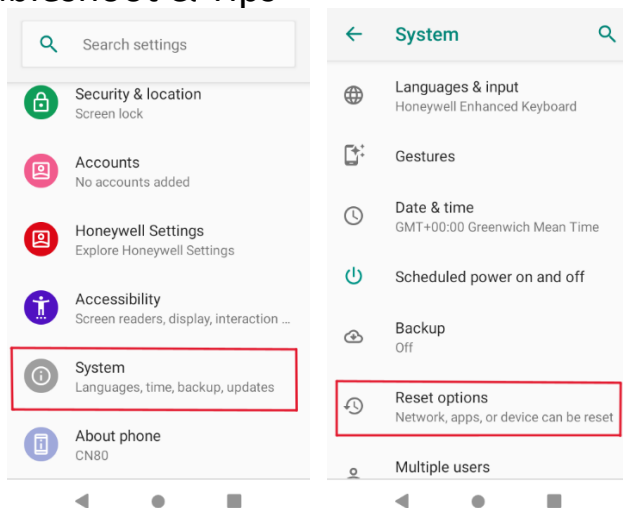


2. Tap 'System' followed by 'Reset Options'

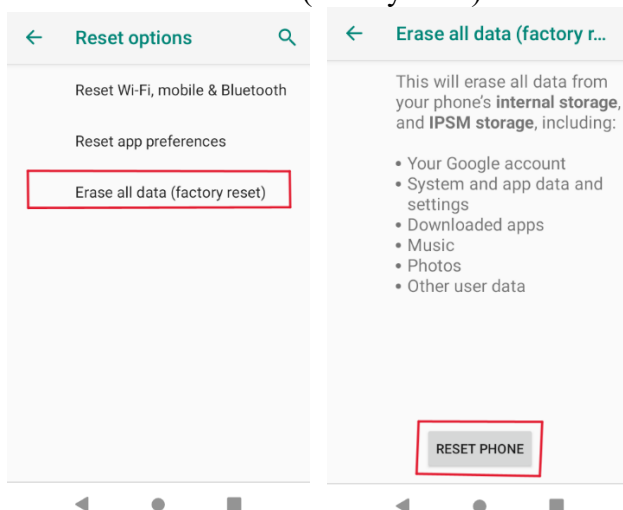
AMS-TAC

Quick Reference Guide

Troubleshoot & Tips



3. Choose 'Erase all data (factory reset)'



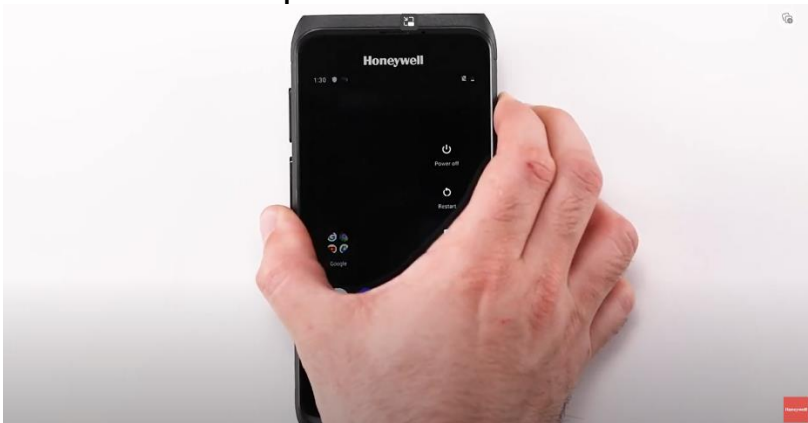
To manually factory reset the CN80:

1. Press and hold the **Power Button**.

AMS-TAC

Quick Reference Guide

Troubleshoot & Tips



2. From the menu that will appear on the screen select to **Power Off**.



3. With the device off press and hold the **Volume Down** button, while doing so press the **Power** button.

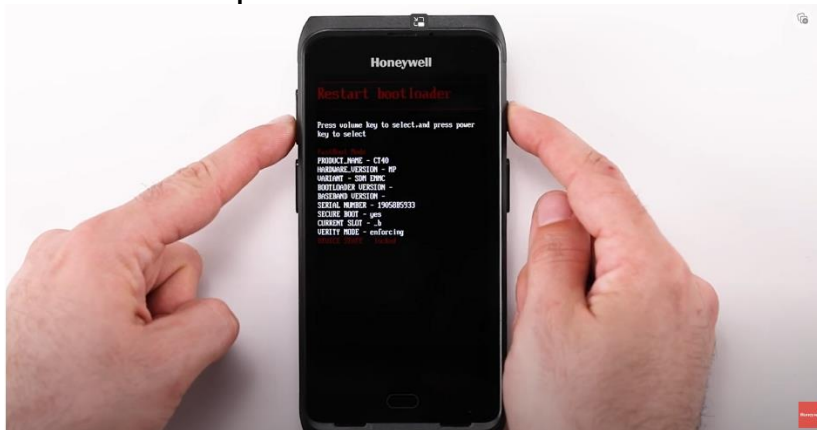


4. Once the screen powers on release the **Power** button, this will prompt the **Recovery Mode** menu.

AMS-TAC

Quick Reference Guide

Troubleshoot & Tips



5. Use The **Volume Down** and **Volume Up** buttons to select **Full Factory Reset**.



6. Use the **Power** button to confirm the action.

