

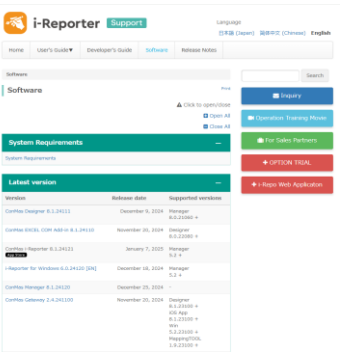
i-Reporter manual document

1. Setting i-Reporter for Window and i-Pad app., ConMas Designer app.
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3. Creating address for forms and documents (Labels menu)
4. Creating forms document
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6. Setting approved (System menu)
7. Locking signature fields for individuals by group (Forms menu)
8. Custom menu
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10. Schedule menu

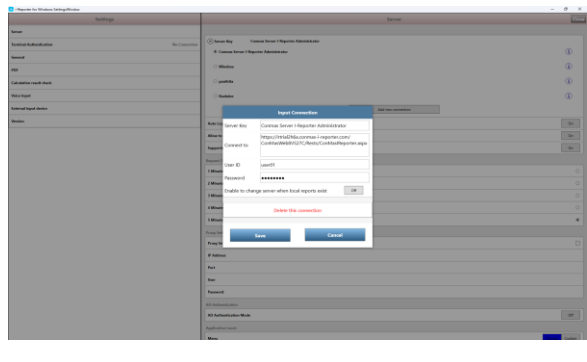
1. Setting i-Reporter for Window and i-Pad app, ConMas Designer app

1.1 Download i-Reporter for Windows app. And ConMas Designer app. On Website :
<https://cintops-support.com/i-Reporter/en/dl-software-en> and login

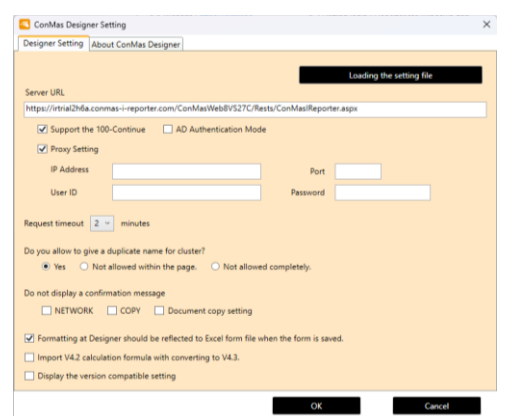
Login website



Setting login i-Reporter for Windows app.

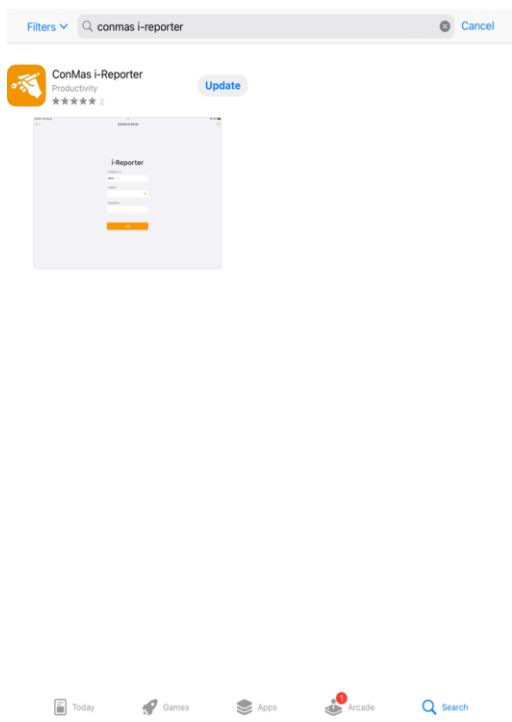


Setting login ConMas Designer app.

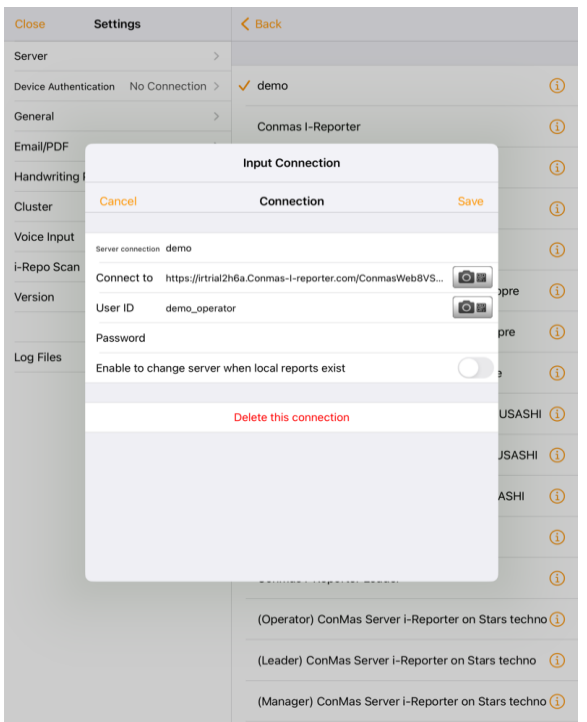


1.2 Download i-Reporter app. in App Store on i-Pad And and login

App Store



Setting login i-Reporter app.



1.3 Approved the use of the app on ConMas Manager > System menu > Devices

ConMas Manager

Subscription ends : 2025/12/31

Logged-in : ユーザーさん01 [Logout] Version:8.1.24120

- Forms
- Documents
- Data Output
- Doc. Import
- Labels
- Library
- Schedule
- Master Manager
- Custom menu
- Binder
- System**

System Manager

Devices (iPad:58 Designer:12)

Device Type

Approval Status

Hide deleted devices

▼ SearchConditions

Device ID

Device name

Applicant name

Name of approver

Use the biometric authentication

Device ID

Device remarks

Application date

Date of approval

Comment for apply

Search

Displayed number 20

1 / 4

Last

	Device ID	Device ID	Type of device	Device name	Device remarks	Applicant name	Application date	Comment for apply	Name of approver	Date of approval	Use the biometric authentication
<input type="checkbox"/>	73	8F150B15-3BA7-4A18-9354-3EC256C46C94	Tablet	STI		Stars01	2024/12/20 13:40		Panthita	2024/12/20 13:41	No
<input type="checkbox"/>	72	f6042a7c-cd9b-4ee7-9123-164c46a2e383	Designer	local server		Administrator	2024/11/08 15:15	from local server by yaguchi	Administrator	2024/11/08 15:16	No
<input type="checkbox"/>	71	E72DE1EC-D353-4307-9031-68857F38B02E	Tablet	Mr. Kakishita		Administrator	2024/11/06 16:25		Administrator	2024/11/06 16:26	No
<input type="checkbox"/>	70	436D4F58-9C8A-461A-BAF5-F37D1EEC1C3F	Tablet	Mr. Nozaki		Administrator	2024/11/06 16:25		Administrator	2024/11/06 16:26	No
<input type="checkbox"/>	69	803FF6A1-08B2-4348-B1BC-EFFB6BA9262D	Tablet	yaguchi's company PC THINKPAD		ユーザーさん01	2024/10/29 22:35	yaguchi sent	Administrator	2024/10/29 22:38	No
<input type="checkbox"/>	68	9B55743D-0C2F-4E32-A18C-1F3648804A64	Tablet	user_demo		user_demo	2024/10/15 18:54	user_demo	Administrator	2024/10/15 18:54	No
<input type="checkbox"/>	67	a2aa550d-82e4-4ce9-b5e0-5ee8fec571d3	Designer	PC1		ユーザーさん01	2024/10/08 18:36	矢口幸彦の会社ノートPCへのダウンロード	Administrator	2024/10/08 18:48	No
<input type="checkbox"/>	66	e17253d2-b93f-4174-9d78-317c6f0401cd	Designer	PC-TMT-E1403		ユーザーさん01	2024/09/26 11:34		Administrator	2024/09/26 11:35	No
<input type="checkbox"/>	65	5232682A-2512-47C1-9D83-0F4B1713A215	Tablet	IPAD		ユーザーさん01	2024/09/20 16:54		Administrator	2024/09/20 17:18	No
<input type="checkbox"/>	64	E1C745CD-1FF8-4785-9B59-00FB6E73B2C5	Tablet	IPAD10-TOMAS		Operator	2024/09/19 18:48		Administrator	2024/09/19 18:49	No

2. Setting users/groups manager (System menu)


2.1 Setting user on ConMas Manager > System menu > Users > (add user, edit or delete user)

[illegible]

Register user

User ID	<input type="text"/>
Password	<input type="password"/>
Enter the password for confirmation	<input type="password"/>
Identity verification code	<input type="text"/>
User name	<input type="text"/>
E-mail account	<input type="text"/>
Starting date	<input type="text"/>
Expire date	<input type="text"/>
Name stamp image	<input type="button" value="Choose File"/> No file chosen
Voice input	<input type="checkbox"/>
I-Repo FreeDraw	<input type="checkbox"/>

Example

User preview	
User ID	Panthita
User name	Panthita
E-mail account	panthita.r@tomastc.com
Starting date	2024/09/09 00:00
Expire date	2025/12/31 23:59
Name stamp image	
Identity verification code	Configured
Voice input	
i-Repo FreeDraw	

2.2 Setting groups on ConMas Manager > System menu > Groups > (add groups, edit or delete groups)

[illegible]

Register new group

Group Name

Parent group name

System																													
Users				Devices				System Settings				Data administration				Forms				Documents				Data Output		Doc. Import		Lab	
Refer	Issue	Edit	Delete	Refer	Issue	Edit	Delete	Refer	Edit	Delete	Refer	Issue	Edit	Delete	Refer	Edit	Delete	Refer	Edit	Delete	Refer	Edit	Management	Output	Import	Refer	Issue		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Group Remarks

i-Rego FreeDraw setting template

Example

Group reference

Group ID

23

Group Name

Panthita

Parent group name path

System

Users

Refer

Issue

Edit

Delete

Refer

Issue

Edit

Delete

Devices

Refer

Edit

Delete

System Settings

Refer

Issue

Edit

Delete

Data administration

Refer

Issue

Edit

Delete

Forms

Refer

Edit

Delete

Documents

Refer

Edit

Delete

Management

Data Output

○

Doc. Import

○

Labels

Refer

Issue

Edit

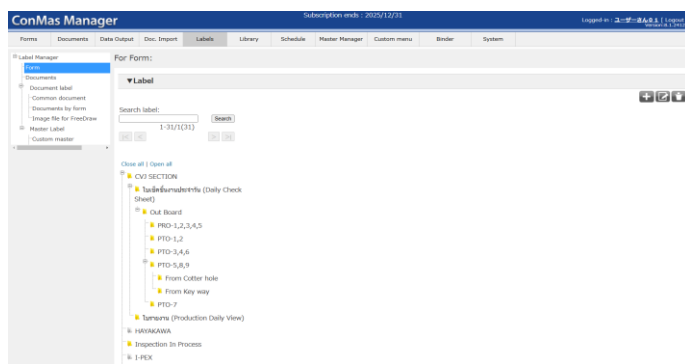
Group Remarks

i-Repo FreeDraw setting template

DefaultIrfdTemplate

3. Creating address for forms and documents (Labels menu)

3.1 Creating address for forms on ConMas Manager > Labels menu > Form (add labels, edit or delete labels)





The 'Label Issue' dialog box is shown. It contains the following fields and options:

- Label name:** A text input field.
- Remarks:** A text input field.
- ☐ Automatic delete for label
*If it's checked, when Forms is deleted, it is automatically deleted in case there is no Forms belonging to this label.
- ☐ Copy to label of documents.
- A row of colored icons (orange, blue, green, red, black, yellow, blue, green, red, grey).
- Create label as the same hierarchy of selected one.** (button)
- Create label under the hierarchy of selected one.** (button)
- Cancel** (button)

Example

The screenshot shows the 'Label Information' and 'Another group permission settings' sections of the ConMas Manager interface.

Label Information

Label ID	167
Label Name	Test I-Reporter form by Oil
Parent label	 Clear
Icon	
Remarks	
Display sequence	8
Automatic delete for label	<input type="checkbox"/> *If it's checked, when Forms is deleted, it is automatically deleted in case there is no Forms belonging to this label.

Another group permission settings

Group ID Group Name **Search**

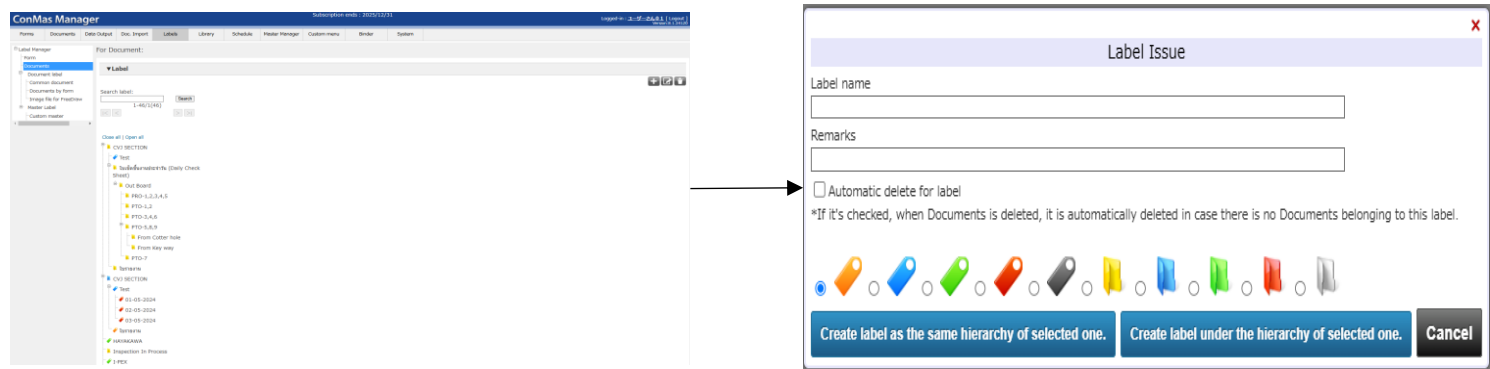
Displayed number 1 / 1

☐ No role settings

● Check "Yes" : Available to view. Check "No" : Not available to view.

ID	Group Name	
17	Admin_Hayakawa	<input type="checkbox"/> No reference
11	Admin_NTPT	<input type="checkbox"/> No reference
13	Engineer_Check	<input type="checkbox"/> No reference
8	Engineer_NTPT	<input type="checkbox"/> No reference
10	Foreman_NTPT	<input type="checkbox"/> No reference
4	MNG1	<input checked="" type="checkbox"/> Available to refer
5	MNG2	<input checked="" type="checkbox"/> Available to refer

3.2 Creating address for documents on ConMas Manager > Labels menu > Document (add labels, edit or delete labels)



Example

Confirm Cancel

▼ Label Information

Label ID	167
Label Name	Test i-Reporter form by Oil
Parent label	<input type="button" value="Clear"/>
Icon	
Remarks	
Display sequence	8
Automatic delete for label	<input type="checkbox"/> <small>*If it's checked, when Forms is deleted, it is automatically deleted in case there is no Forms belonging to this label.</small>

▼ Another group permission settings

Group ID Group Name

Displayed number 20 1 / 1

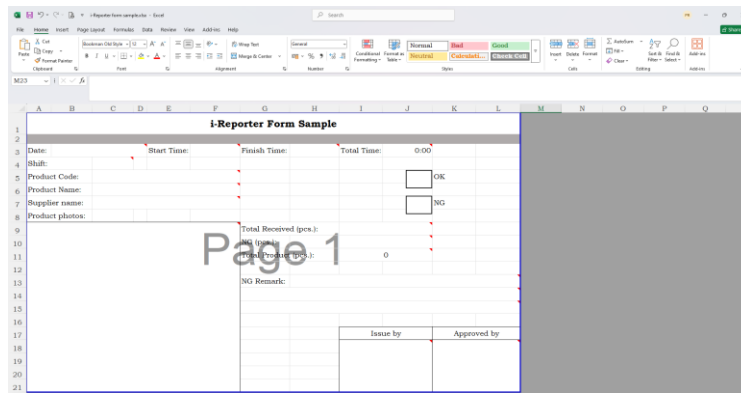
☐ No role settings

☒ Check "Yes" : Available to view. Check "No" : Not available to view.

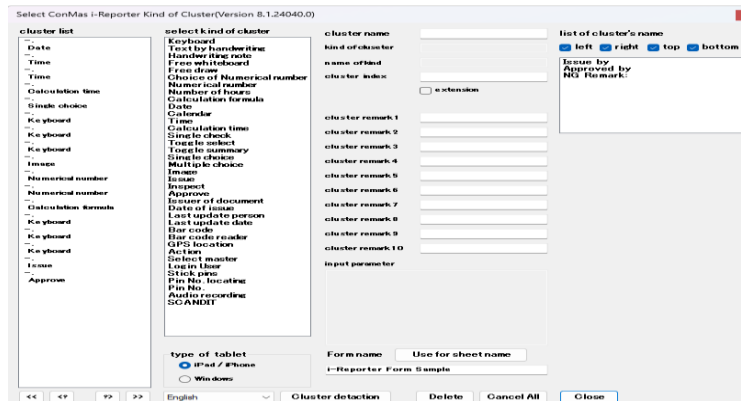
ID	Group Name	
17	Admin_Hayakawa	<input type="checkbox"/> No reference
11	Admin_NTPT	<input type="checkbox"/> No reference
13	Engineer_Check	<input type="checkbox"/> No reference
8	Engineer_NTPT	<input type="checkbox"/> No reference
10	Foreman_NTPT	<input type="checkbox"/> No reference
4	MNG1	<input checked="" type="checkbox"/> Available to refer
5	MNG2	<input checked="" type="checkbox"/> Available to refer

4. Creating forms document

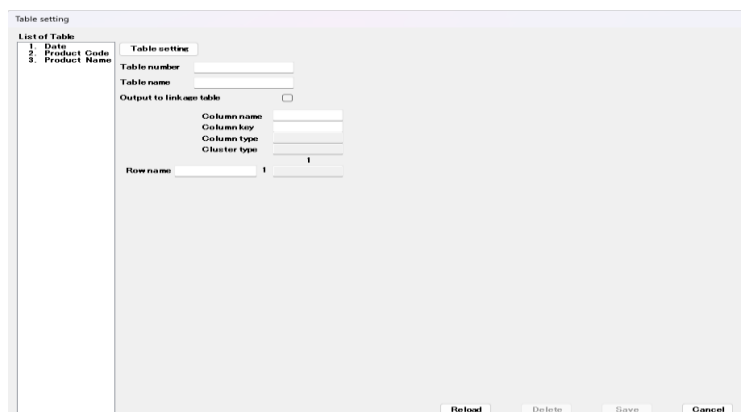
4.1 Creating a document forms on Excel file (document page layout and inserting various clusters, including setting up table(some forms document))



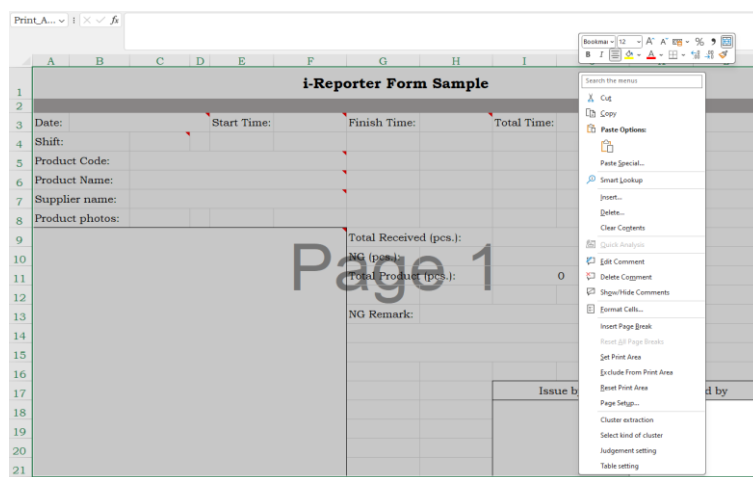
Create a document forms on Excel file.



Add each type of cluster according to its application.



Setting table (some forms document) (The report data is automatically outputted to a dedicated table. (Two types are available) In case of the form having tabular style, a table data is created for each setting table. It will make more easy to be referred from external system such as BI tool. The table data can be referenced via ConMas Manager and API * via the reference view, and also CSV output can be performed.)



Cover the document form area and then select 'Set Print Area' and save document forms.

Cluster Type

Keyboard

You can enter characters from the software keyboard of your tablet or an external input device such as a keyboard or barcode reader.

It is a cluster that can be linked with external systems.

Text by handwriting

In order to use the function of this cluster, iPad App. "7notes Pad+WC"(provided by MetaMoji, annual amount usage 3,000 yen) needs to be installed in iPad.

If "7notes Pad + WC" is installed, start "7notes Pad + WC" by linking between apps, convert handwritten characters to text, and confirm, the text will be displayed in the corresponding cluster of i-Reporter. It will be entered.

If "7notes Pad + WC" is not installed, normal keyboard text input will be used.

It is a cluster that can be linked with external systems.

Handwriting note

You can input multiple lines by handwriting. No text conversion is performed, and the entered content is input as it is as an image.

Free white board

In addition to freehand drawing, you can call the camera and paste the image of the camera roll by pressing and holding the cluster. No text conversion is done and the entry is saved as an image.

It is a cluster that can be linked with external systems.

Free draw

A high-performance drawing tool with a dedicated editing screen.

It is a cluster that can be linked with external systems.

Choice of Numerical number

You can create a list (or counter) of numbers in a specified range at regular intervals.

It is a cluster that can be linked with external systems.

Numerical number keyboard

You can enter numerical values with the numeric keypad.

It is a cluster that can be linked with external systems.

Number of hours

Available to input length of time, such as "260 minutes", "36 hours 15 minutes".

External system coordination is possible.

Calculation formula

You can use operations for clusters with numerical values and Excel functions when importing Excel.

Date

You can enter the date from the list.

It is a cluster that can be linked with external systems.

Calendar

You can select and enter the date with the calendar-type picker. The parameters are the same as for the date cluster.

It is a cluster that can be linked with external systems.

Time

You can be linked with external systems.

Time calculation

Specify two time clusters and calculate the elapsed time in minutes for less than 24 hours (1439 minutes or less).

Calculations that span days are also possible. It is a cluster that can be linked with external systems.

Single check

You can click the "check mark" or "circle" that can be used in checklists. It is a cluster that can be linked with external systems.

Toggle select

Each time you click multiple character strings, they are switched and displayed. You can set the label character string for display and the numerical value for internal calculation.

It is a cluster that can be linked with external systems.

Toggle summary

You can aggregate the Toggle select values on a group-by-group basis. There are two methods of aggregation: "Calculation of total score" by choice and "Summary count (Full points)" that displays the perfect score for the entire group.

Single choice

You can select one item from the list. It is a cluster that can be linked with external systems.

The items in the list consist of a "Label" for display, a "Value" used for system linkage, and a "Default" specified for the initial display.

Multiple choice

Select multiple items from the list. External system coordination is possible.

The items in the list consist of a "Label" for display, a "Value" used for system linkage, and a "Default" specified for the initial display.

Parameter is same as "Single choice" cluster.

Image

Insert the image taken by the camera or the image in the terminal.

The size of the image is reduced to fit in the cluster frame. It is a cluster that can be linked with external systems.

Issuer

It is mainly used to fill in the Signature Image and Sign of the person in charge.

When you click it will be displayed.

Inspector

It is mainly used to fill in the Signature Image and Sign of the person in charge.

When you click the Inspector cluster in the app, a pop-up will display the logged-in user information, comment, Signature Image or Sign entry field, and when you register, the Signature Image or Sign will be displayed.

Approver

Applies can be made by workers and approvals can be made by superiors and managers.

When applying, click the cluster to display the logged-in user information, comment entry field, and apply button. After applying, a user with approval authority can click the cluster to approve or reject.

Once rejected, you will be able to apply again.

Approval authority is set in Manager.

Issuer of document

Create a document and display the user who originally saved it on the server.

It is automatically entered and cannot be edited.

Date of issue

Creates a document and displays the date it was originally saved on the server.

It is automatically entered and cannot be edited.

Last update person

Edit the document and display the user who last saved it on the server.

It is automatically entered and cannot be edited.

Last update date

Edit the document and display the date it was last saved on the server.

It is automatically entered and cannot be edited.

Bar code

Click to scan the barcode (or QR code) using the camera of your iOS device or an external reading device and enter the text. It is a cluster that can be linked with external

Barcode reader

When clicked in the app, the software keyboard is not displayed and only input from external devices is accepted.

It is a cluster that can be linked with external systems.

GPS location

Records the latitude and longitude information of your current location when saving.

To use GPS location information, enable location services and allow it to be used in the app.

You can configure your iOS location services in Settings> Privacy> Location Services.

Action

Action clusters, unlike other clusters, are buttons on your app to perform specific actions.

Action type

1) Jump to Reference document

Opens the specified file. It is necessary to register for Library management in Manager in advance.

2) Sheet Jump

When you click the cluster in the app, it will move to the specified sheet. You cannot specify the same sheet as the cluster itself. Also, it cannot be used for document with only one sheet.

3) Server connecting menu

You can specify one item of "Server connecting menu" of the application and place it as a shortcut.

If "Use for Windows app. Version." Is checked, only the menus available for Windows apps will be displayed.

Available server send menu

iOS App. (iPad/iPhone)	Windows App.
Save to iPad local storage	Save to Windows local storage
Save to server and keep editing	Save to server and keep editing
Save to server and finish editing	Save to server (Editing)
Save to server (Complete)	Save to server (Complete)
Save to server and finish editing (continue)	Save to server and finish editing (continue)
Save to server as completion (continue)	Save to server as completion (continue)
Send with JPEG	Not available.
Send mail with PDF	Not available.
Open as PDF	Not available.
Print page	Print page
Not available.	Save as PDF
Not available.	Save as EXCEL
Receipt printing	Receipt printing
Save to iPad local storage	Not available.

4) Sheet copy

When you click the cluster in the app, the specified number of sheets will be copied. The copy destination is immediately after the sheet where the cluster is located, and the input values can be copied at the same time.

5) Display non-required mark

When you click a cluster in the app, the "no entry required mark" specified in the Forms information settings will be displayed on the target cluster.

6) Open URL

Opens the specified URL. In addition to opening in the safari browser, it also supports custom URL schemes, so you can launch another iOS app.

7) Execute external application

Executes the external program specified by the command.

8) Export data (Text)

The text set in advance on Designer is output to the specified file path. Some cluster values and document information can be output as text. The output destination of the file is fixed and will be in the following folder.

Output destination: C: ¥ Users ¥ (user name) ¥ AppData ¥ Roaming ¥

CIMTOPS ¥ ConMas i-Reporter for Windows ¥ output destination

("(User name)" is the name of the user logged in to Windows)

(Also, please note that "AppData" is a hidden folder.)

9) Automatic input

The configuration file prepared in advance in the local environment is read, and the value described in the configuration file is automatically input to the specified cluster.

10) Back to main screen

You can do the same thing in the Action cluster as the "Back to main screen" icon.

11) Gateway linkage

This is the action type used to link the Gateway. Please refer to the attached ConMas Gateway Manual and ConMas IoT Manual for how to link ConMas Gateway / ConMas IoT.

Also, from Ver.8.0.21050, only when the action type is set to Gateway linkage, it is possible to set "Focus on the cluster Start up as input wait state." even if it is an action cluster.

12) Start timer

It is used as a set with the schedule time of the action type "Gateway linkage".

When the timer is started, the timer mode is set, and no document editing is possible until the timer mode is canceled.

In this state, when the time set in the schedule time of "Gateway linkage" is reached, the corresponding "Gateway linkage" is automatically executed.

If the network is set to operate during the timer mode, the operation of the network function is not guaranteed.

13) QR code generation

This is an action type that generates a QR code by using the Calculation formula cluster of the reference destination and the Image cluster of the output destination together.

Set the three clusters of Action cluster, Calculation formula cluster, and Image cluster set in "QR code generation" as one set.

14) Biometric authentication

This is an iOS version limited function. Click to ask for biometrics. When used in combination with the network settings, it can be set to allow input of subsequent clusters of the network if biometric authentication is successful.

15) Batch clear

It is a function to clear all the input values of the cluster registered in advance by Clicking the Action cluster.

Select master

You can specify the custom master registered in Manager and the fields to be referenced from it, and enter values for multiple associated clusters at once.

Log-in user

Enter the user name or user ID that is currently logged in to the app.

Stick pins

It will be the area to hit the pin on the app. Only one can be placed in the entire document.

It is a cluster that can be linked with external systems.

Pin No. locating

It works with the pinning cluster and displays the number of the pin hit by the pinning cluster.

Pin No.

The pin No. in the pinning table is displayed.

Audio recording

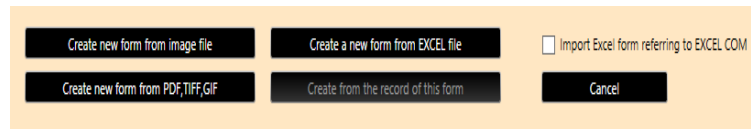
Click to record up to the specified maximum recording time, and after recording, click to play, delete or rerecord the recorded data.

SCANDIT

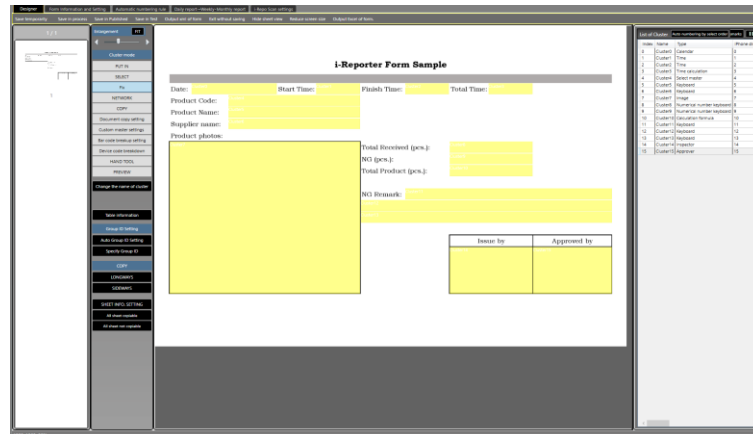
SCANDIT cluster is a dedicated cluster for use with i-Repo Scan.

i-Repo Scan is an optional function of i-Reporter and requires a separate i-Reporter contract in addition to the i-Repo Scan license.

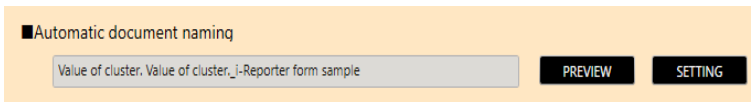
4.2 Creating forms document on ConMas Designer app.



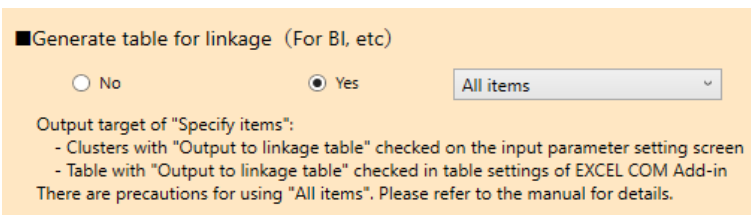
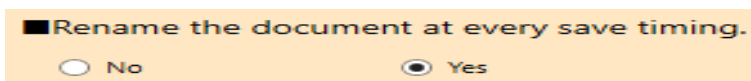
Select to create a forms document an existing file.



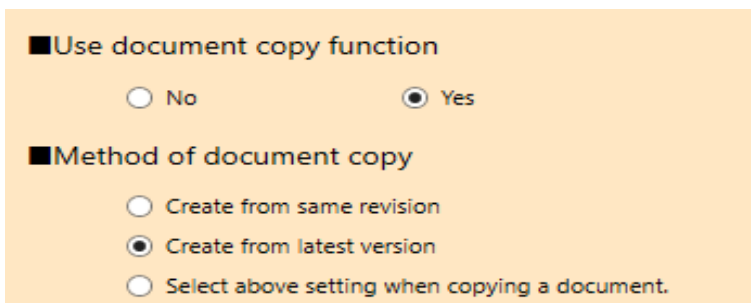
Additional settings in different clusters.



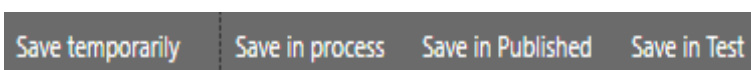
Set the document name to identify the data according to the desired cluster.



Set "Yes" when using the table function.

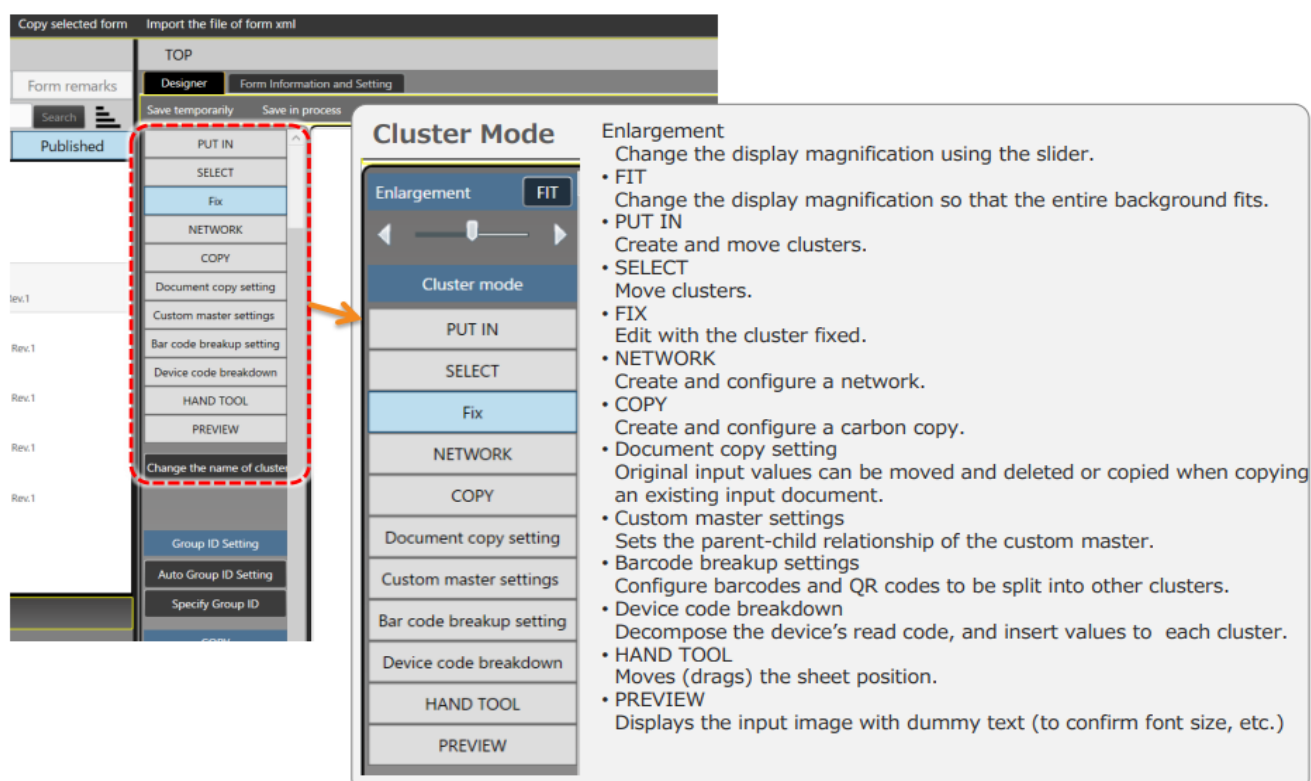


Set "Yes" when using the document copy function and select the 'Method of document copy' menu option.



Save form documents.

Cluster Mode



Cluster Mode

Enlargement
Change the display magnification using the slider.

- FIT
Change the display magnification so that the entire background fits.
- PUT IN
Create and move clusters.
- SELECT
Move clusters.
- FIX
Edit with the cluster fixed.
- NETWORK
Create and configure a network.
- COPY
Create and configure a carbon copy.
- Document copy setting
Original input values can be moved and deleted or copied when copying an existing input document.
- Custom master settings
Sets the parent-child relationship of the custom master.
- Barcode breakup settings
Configure barcodes and QR codes to be split into other clusters.
- Device code breakdown
Decompose the device's read code, and insert values to each cluster.
- HAND TOOL
Moves (drags) the sheet position.
- PREVIEW
Displays the input image with dummy text (to confirm font size, etc.)

Editing Settings

Editing Settings

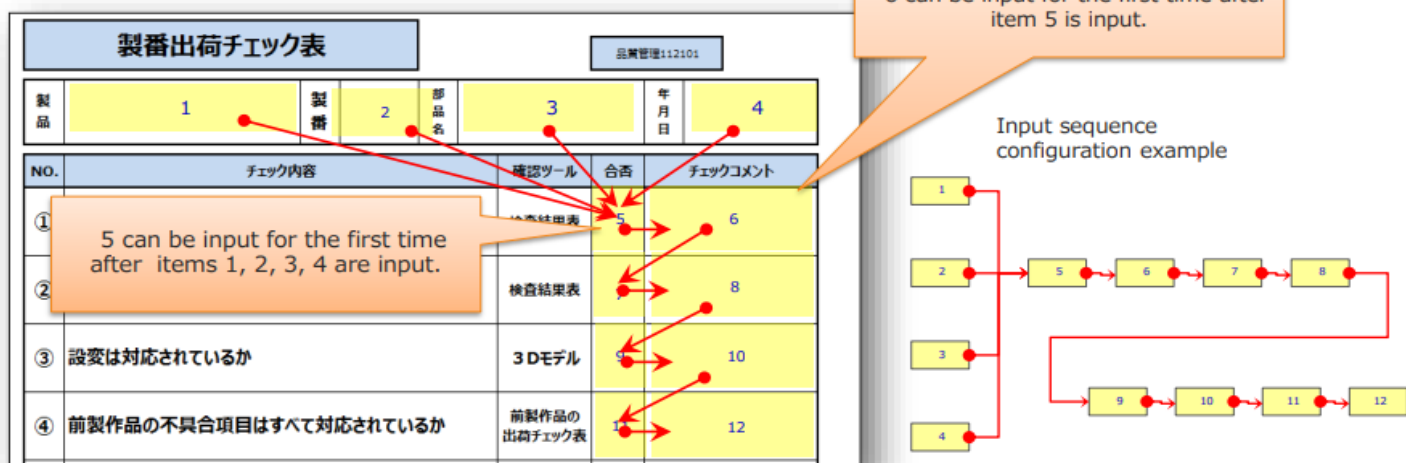
- Change the name of cluster
Converts selected cluster names collectively.
- Auto. Group ID Setting
Automatic group ID assignment of check clusters, toggle selection clusters.
- Specify Group ID
Allows users to specify group IDs of check clusters and toggle selection clusters collectively.
- LONGWAYS (In columns)
Copies the selected cluster immediately below.
- SIDEWAYS (In rows)
Copies the selected cluster immediately to the right.
- SHEET INFO. SETTING
Opens the sheet information setting screen to edit sheet name and sheet remarks, and replaces the sheet background image.
- All sheet copiable/All sheet not copiable
(Full sheet copy (allowed) / (full) sheet copy not possible)
Buttons that collectively set all sheets as "sheet copy possible" or "sheet copy not possible."

Network settings

Two clusters can be set as "Prior" and "Successive," and are connected by network.

- Control the input order and input without errors or omissions
- Automatically require "Successive" input fields depending on the "Prior" selection
- Perform control such as limiting the selection value of the "Prior".

Network configuration example



Carbon Copy Settings

Use ConMas Designer "Carbon copy setting" in Cluster mode.

- Switch Cluster mode to "Copy" ①
- Click in the order ②cluster (Value to be copied) > ③cluster (Value to be pasted) on the next page
- A confirmation message appears, click "Yes" to complete the setting ④.

The screenshot shows the 'Cluster mode' menu on the left with 'COPY' highlighted by a red dashed box and a blue callout: "Select [Copy] in [Cluster mode]". The main area displays a form with a 'Date' field highlighted by a red dashed box and a blue callout: "Click the 'Date' cluster of Sheet 1". An orange arrow points from the 'Date' field to the 'Customer Info' section below it.

Here, let's set the "Date" of the second sheet as the cluster value to be pasted.

The screenshot shows the 'Date' field on sheet 2 highlighted by a red dashed box and a blue callout: "Click the 'Date' cluster of sheet 2.". A blue callout also points to the 'Date' field on sheet 1: "Double-click to select the second page". A confirmation dialog box is displayed in the center with the text "Do you want to setup as a copy cluster?" and a red question mark. The 'Yes' button is highlighted by a red dashed box and a blue callout: "Click the 'Date' cluster of sheet 2.". The 'No' button is also visible.

Custom Master

Entering information using master data (registered on the server).

- ① Tap a “Select Master” cluster (Parent cluster) for master data to appear.
- ② Select a record from the master data and then values in the record are entered to clusters (child clusters) accordingly.

Entering information using master data

① Tap a parent cluster

② Master data appears and choose a record

The selected record information is input for parent and child clusters.

作業ID	ID00005	工場	000005	図面NO.	ZMN010005
製造工場		製品群	S-0005	適応機種	TK-001-0154
部品名		客先	小型パネル002	株式会社	005

By creating master data and linking it with clusters in the template form, data can be input via tablet.

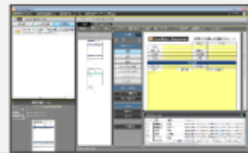
Master data Registration / Update



“Excel book for custom master” and ConMas Manager

- Creating master data in CSV files using an Excel book (Custom Master Input Sheet)
- Upload the master data in CSV using ConMas Manager

Cluster–Master data connection



ConMas Designer

- Custom master settings for clusters in a template form
- Linking the parent-child relationships of master data

Input using master data



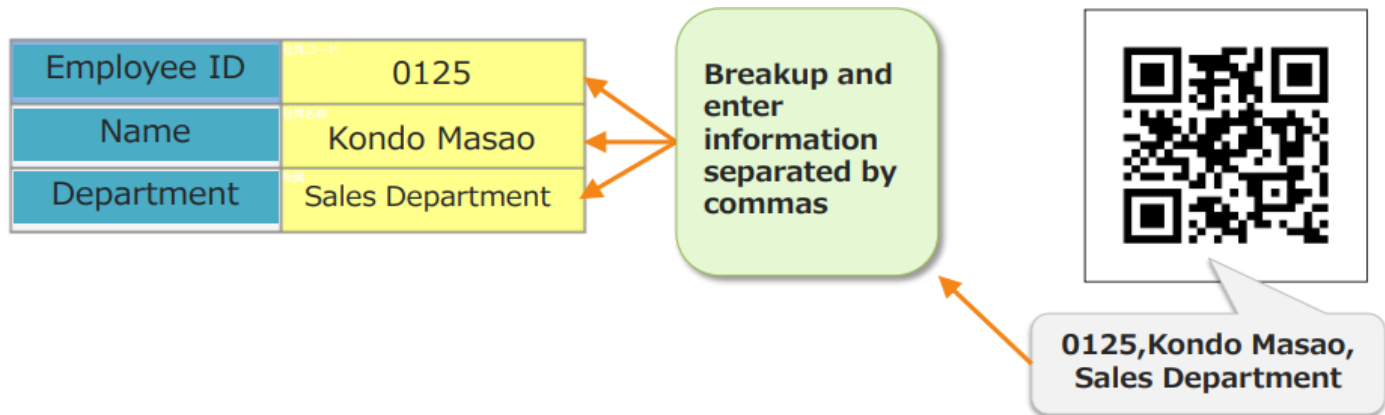
i-Reporter app

- Input values using master data
- Master data downloads

Barcode Breakup Function

This function divides the information into multiple clusters at one time.

◆ **Scan a barcode and breakup to enter the information according to the settings.**



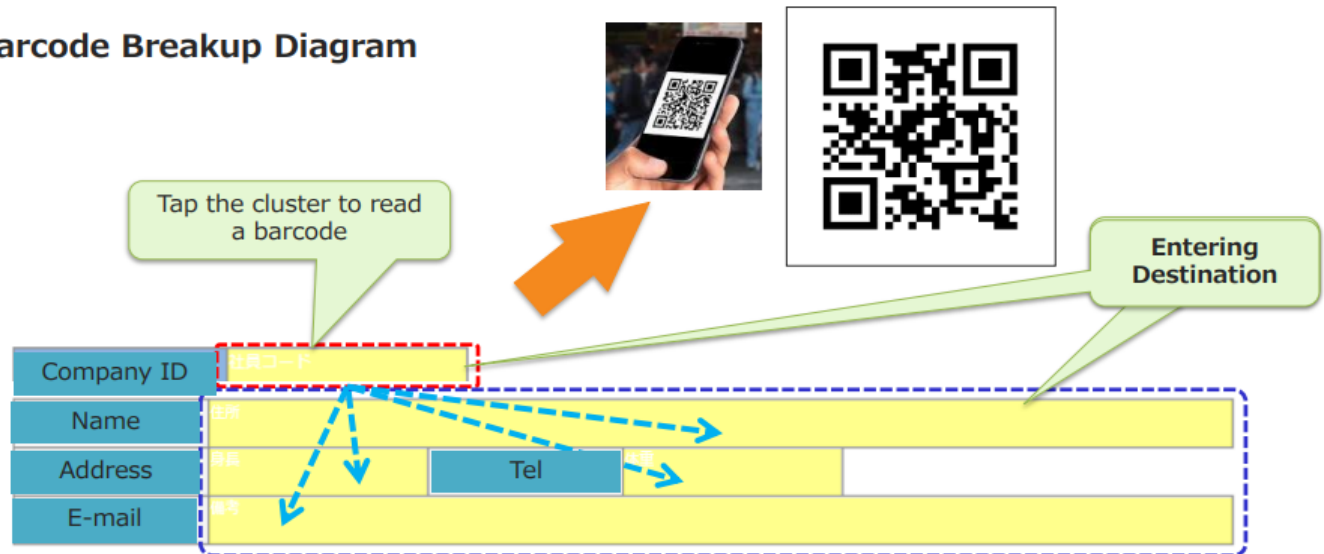
Set up a cluster to read barcode and to enter the values after breaking up the read data.

Barcode reading (Cluster Type: Bar code): A cluster that reads a barcode

Entering destination (Cluster Type: Bar code): Barcode data that splits into multiple clusters

* Up to 100 "Entering destinations" can be set from one "Barcode reading."

◆ Barcode Breakup Diagram



* Cluster of "Company ID" is composed of "Barcode reading" and "Entering destination".

Barcode breakup is set in ConMas Designer

① Cluster types should be set as "Bar code(s)."

②. Select "Bar Code Breakup Setting." from Cluster mode.

Cluster mode

- PUT IN
- SELECT
- Fix
- NETWORK
- COPY
- Document copy setting
- Custom master settings
- ② Bar code breakup setting
- Device code breakdown
- HAND TOOL
- PREVIEW
- Change the name of cluster
- Group ID Setting
- Auto Group ID Setting
- Specify Group ID
- COPY

Repairing Expense			
Descriptions			
Expense contents	Descriptions	Unit Price	Q't
Operation	作業費	Unit Price24 (code)	125
Parts Fee	部品	Unit Price28 (code)	129
	部品	Unit Price32 (code)	133
	部品	Unit Price36 (code)	137
	部品	Unit Price40 (code)	141
	部品	Unit Price44 (code)	145
Operation・Part Expense TOTAL			
Invoice Amount TOTAL			

①

"Bar Code Cluster" is displayed in green.

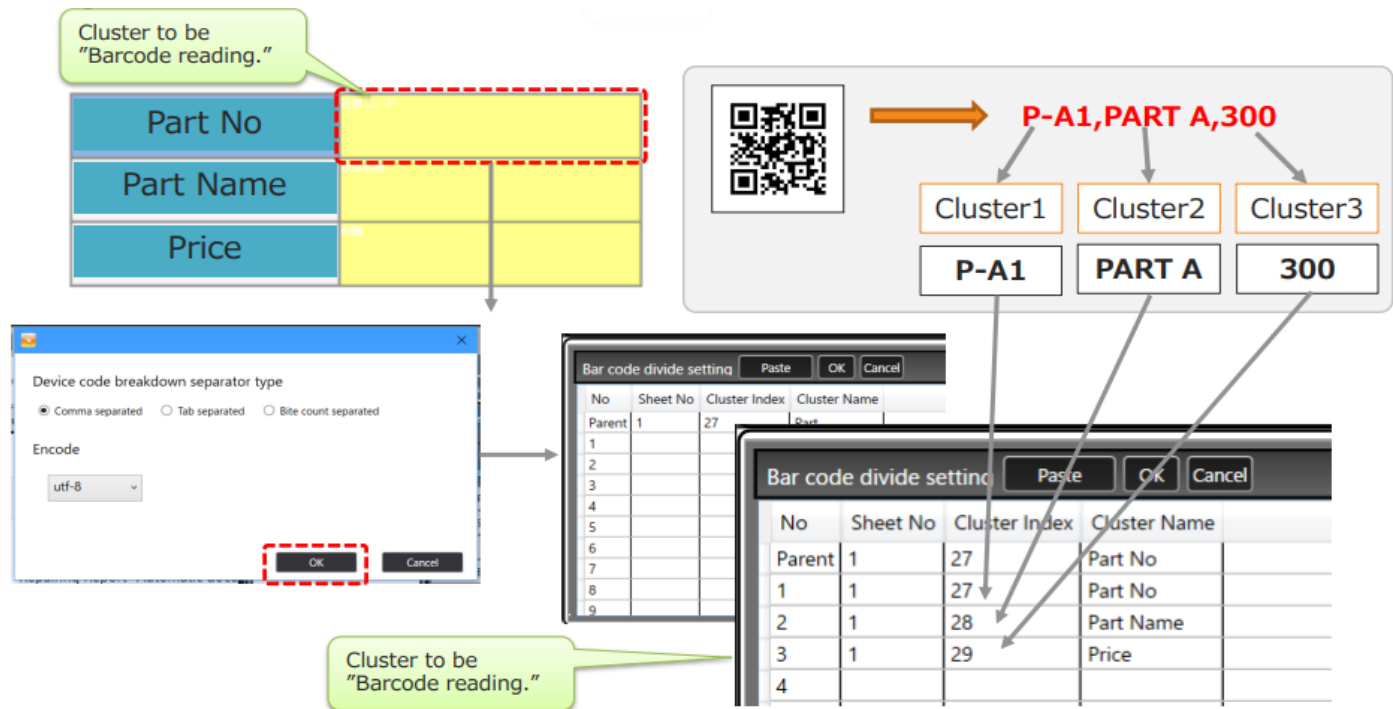
Bar code divide information

No	Sheet No	Cluster Index	Cluster Name
----	----------	---------------	--------------

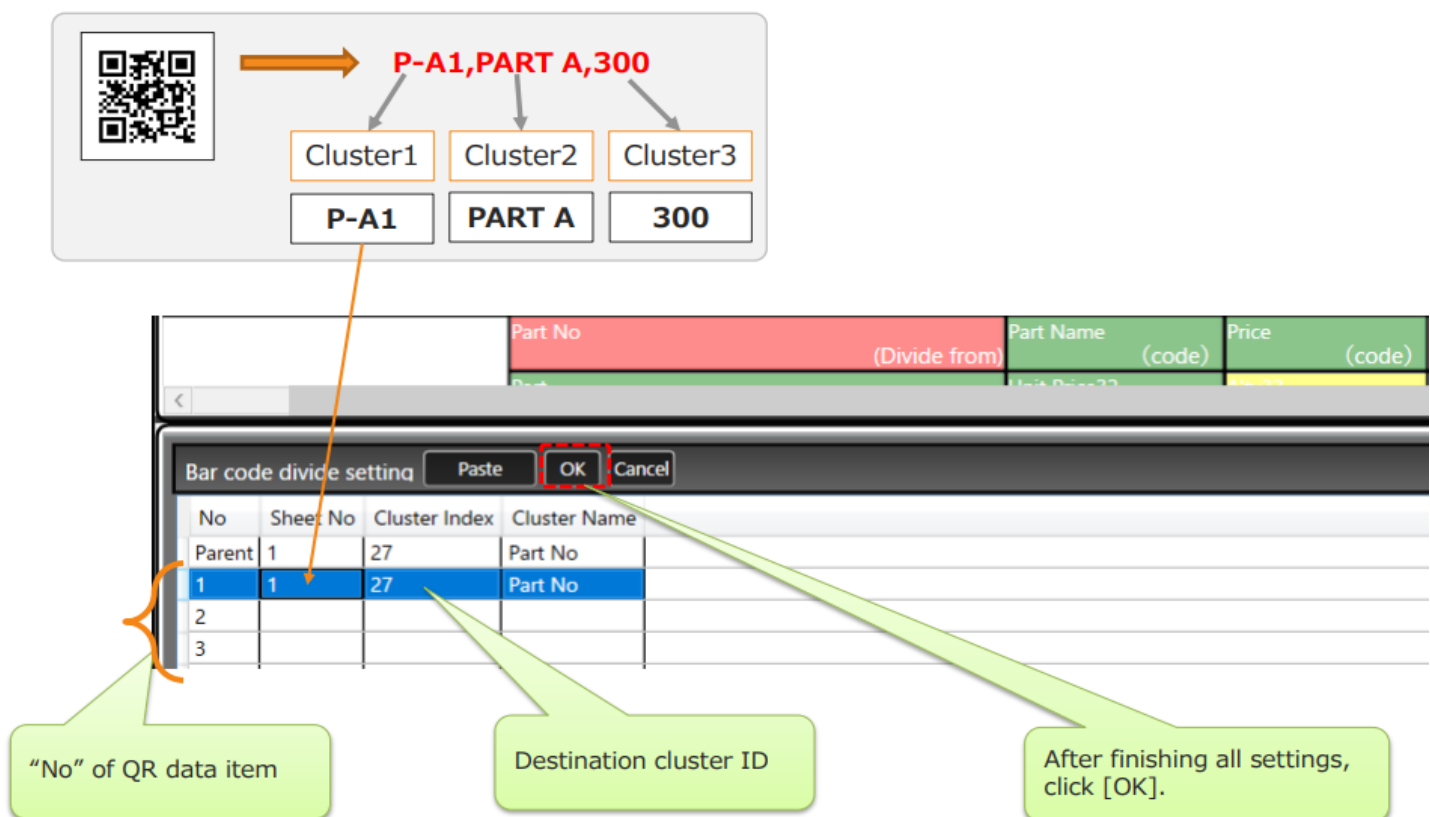
The cluster list changes to "Barcode Breakup information."

Barcode reading cluster setting

- Click the cluster to be "Barcode reading" and choose the separator type, then click [OK].
- [Device code breakdown information] list appears.



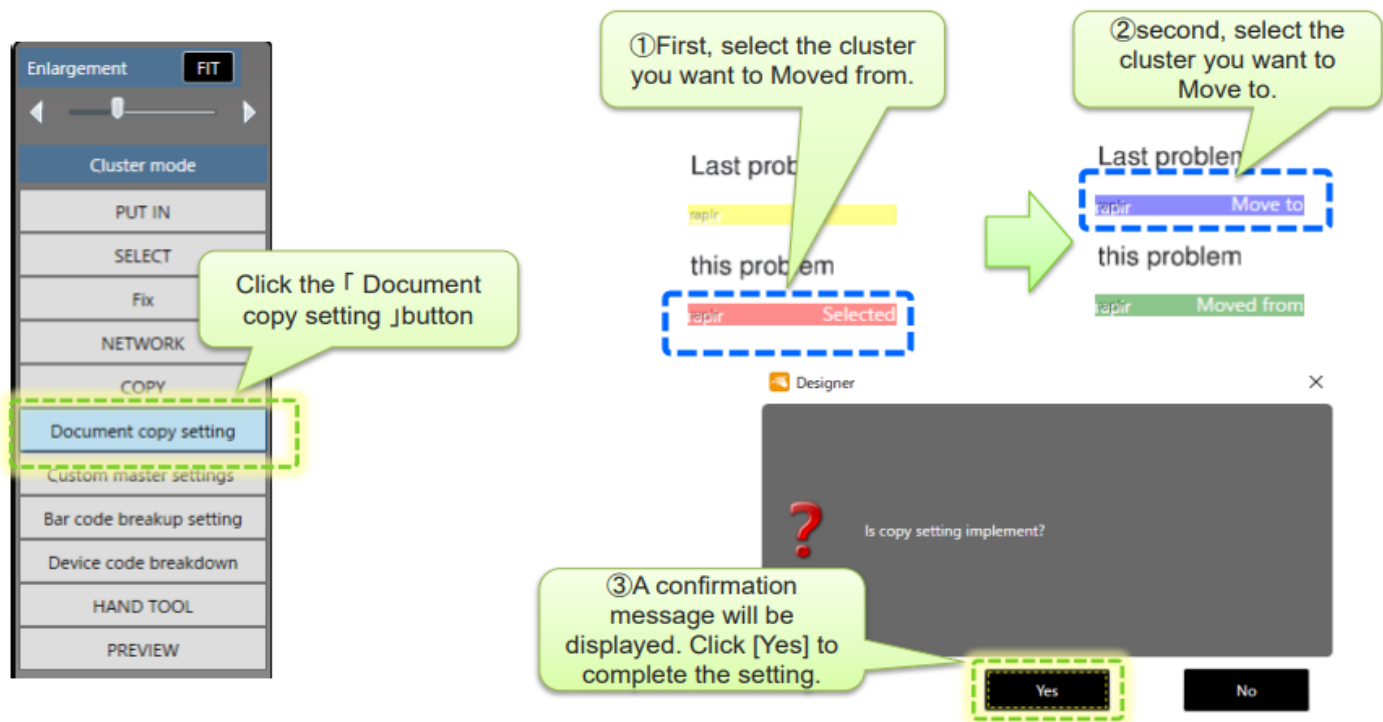
* In this case, cluster ID 27 is composed of "Barcode reading" and "Entering destination".



Document copy settings

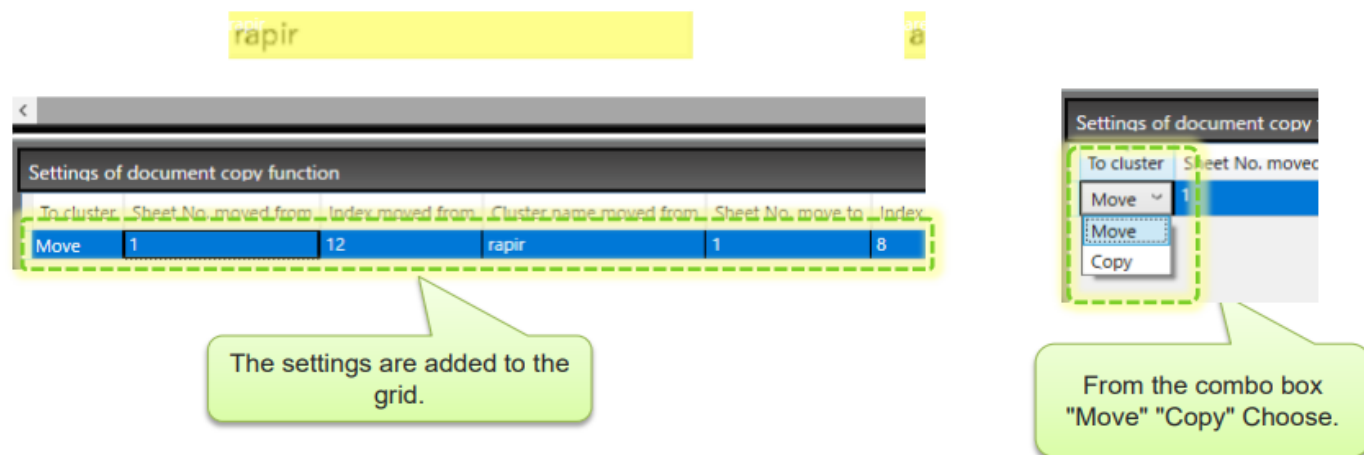
Click the " Document copy setting " button from " Cluster mode " on the edit screen to enter the mode to set the input value movement.

First, You can set the Moved from cluster and Move to cluster by selecting the Moved from cluster and then selecting the Move to cluster.



When you set the Moved from and Move to clusters, the settings are added to the " Settings of document copy function" grid.

By double-clicking the "To cluster" item on this grid, you can select the document copy function" grid. By double-clicking the "To cluster" item on this grid, you can select the "Move" and "Copy" settings from the combo box. The default setting is "Move".



Automatic File (Document) Naming Function

Parameter (Category)-dependent file naming when saving a document.
The following contents can automatically be added to the file name.

[Category]

- ① Info. of Document
- ② Date of issue
- ③ Date and time of issue
- ④ Time of issue
- ⑤ User information
- ⑥ Value of cluster
- ⑦ Displayed value of cluster
- ⑧ Arbitrary character

[Category Patterns]

①

- Name of form
- Form ID
- Document ID
- Name of form
- Name of document
- Form remarks 1
- Form remarks 2
- Form remarks 3
- Form remarks 4
- Form remarks 5
- Form remarks 6
- Form remarks 7
- Form remarks 8
- Form remarks 9
- Form remarks 10

②

- yyyyMMdd
- yyMMdd
- MMdd

③

- yyyyMMddHHmm
- yyMMddHHmm
- MMddHHmm

④

- HHmm

⑤

- User ID
- User name

⑥⑦

1,1

*Sheet No,Cluster ID

⑧

-

*Arbitrary characters

Click the “SETTING” button in the “Form Information Setting” Tab.

Create new form from image file

Create a new form from EXCEL file

Create new form from PDETFEGIF

Create from the record of this form

Cancel

□Name of form [ID:381]

Incident Report

□Automatic document naming

Form remarks 1Form remarks 2Form remarks 3

PREVIEW SETTING

□Convert from xls to xlsx

● Yes

□Whether to display the confirmation message for

□Save document

○ Delete without

□Rename the document

○ No

□Document naming

○ Not allowed to

Preview Audit Form0808Taro Tanaka_Value of cluster.

■Automatic naming setting

Date of issue ~ yyyyMMdd +

Type	Value
Info. of Document	Name of form
Date of issue	MMdd
User information	User name
Arbitrary character	-
Value of cluster	1,1

OK Cancel

Click the Setting button

Choose the items from the category list and the category pattern to name the parameter. Then click the [+] mark. Multiple conditions can be combined in a template form. After finishing all settings, click the [OK] button.

Main menu of the Designer editing screen

Save temporarily Save in process Save in Published Save in Test Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form.

- Save temporarily

Temporarily saves the file locally. When an error occurs, you can resume from the temporarily saved state.

- Save in process

Store it privately on the server.

- Save in Published

It will be saved to the server as public and can be viewed on the iPad app.

- Save in Test

Save it to the server for testing. You can see it if the iPad app is set to display the test document.

* Please use the document created from the test public definition only for the purpose of testing before operation.

- Output xml of form

Save the Forms locally as an xml file.

- Exit without saving

Discard the edited contents and close the editing window.

- Hide sheet view

Hides the thumbnail list of the sheet.

- Maximize screen size

Hides the window frame and Forms list, and maximizes the editing screen.

- Output Excel of form.

Valid only when the Forms is created from the EXCEL file. Return the Forms information to the EXCEL file and output it again.

Example 1 Basic cluster mode

Creating forms document on Excel file

1 Add-ins

Cluster extraction

Select kind of cluster

ConMas i-Reporter

2 Select each Cluster

You must draw the Cluster in ConMas Designer.

3 =I9-I10

4 OK

5 NG

6 Total Received (pcs.):

7 NG (pcs.):

8 Total Product (pcs.):

9 NG Remark:

10 Issue by

11 Approved by

12 i-Reporter Form Sample

13 Date:

14 Shift:

15 Product Code:

16 Product Name:

17 Supplier name:

18 Product photos:

19 Total Time:

20 0:00

21 OK

22 NG

23 Total Received (pcs.):

24 NG (pcs.):

25 Total Product (pcs.):

26 NG Remark:

27 Issue by

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29 i-Reporter Form Sample

30 Date:

31 Shift:

32 Product Code:

33 Product Name:

34 Supplier name:

35 Product photos:

36 Total Time:

37 0:00

38 OK

39 NG

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53 Total Time:

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55 OK

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137 Product photos:

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139 0:00

140 OK

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147 Approved by

148 i-Reporter Form Sample

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389 Product Code:

390 Product Name:

391 Supplier name:

392 Product photos:

393 Total Time:

394 0:00

395 OK

396 NG

397 Total Received (pcs.):

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400 NG Remark:

401 Issue by

402 Approved by

403 i-Reporter Form Sample

404 Date:

405 Shift:

406 Product Code:

407 Product Name:

408 Supplier name:

409 Product photos:

410 Total Time:

411 0:00

412 OK

413 NG

414 Total Received (pcs.):

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416 Total Product (pcs.):

417 NG Remark:

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420 i-Reporter Form Sample

421 Date:

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424 Product Name:

425 Supplier name:

426 Product photos:

427 Total Time:

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429 OK

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431 Total Received (pcs.):

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438 Date:

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462 0:00

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471 i-Reporter Form Sample

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475 Product Name:

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477 Product photos:

478 Total Time:

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487 Approved by

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494 Product photos:

495 Total Time:

496 0:00

497 OK

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504 Approved by

505 i-Reporter Form Sample

506 Date:

507 Shift:

508 Product Code:

509 Product Name:

510 Supplier name:

511 Product photos:

512 Total Time:

513 0:00

514 OK

515 NG

516 Total Received (pcs.):

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519 NG Remark:

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521 Approved by

522 i-Reporter Form Sample

523 Date:

524 Shift:

525 Product Code:

526 Product Name:

527 Supplier name:

528 Product photos:

529 Total Time:

530 0:00

531 OK

532 NG

533 Total Received (pcs.):

534 NG (pcs.):

535 Total Product (pcs.):

536 NG Remark:

537 Issue by

538 Approved by

539 i-Reporter Form Sample

540 Date:

541 Shift:

542 Product Code:

543 Product Name:

544 Supplier name:

545 Product photos:

546 Total Time:

547 0:00

548 OK

549 NG

550 Total Received (pcs.):

551 NG (pcs.):

552 Total Product (pcs.):

553 NG Remark:

554 Issue by

555 Approved by

556 i-Reporter Form Sample

557 Date:

558 Shift:

559 Product Code:

560 Product Name:

561 Supplier name:

562 Product photos:

563 Total Time:

564 0:00

565 OK

566 NG

567 Total Received (pcs.):

568 NG (pcs.):

569 Total Product (pcs.):

570 NG Remark:

571 Issue by

572 Approved by

573 i-Reporter Form Sample

574 Date:

575 Shift:

576 Product Code:

577 Product Name:

578 Supplier name:

579 Product photos:

580 Total Time:

581 0:00

582 OK

583 NG

584 Total Received (pcs.):

585 NG (pcs.):

586 Total Product (pcs.):

587 NG Remark:

588 Issue by

589 Approved by

590 i-Reporter Form Sample

591 Date:

592 Shift:

593 Product Code:

594 Product Name:

595 Supplier name:

596 Product photos:

597 Total Time:

598 0:00

599 OK

600 NG

601 Total Received (pcs.):

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604 NG Remark:

605 Issue by

606 Approved by

607 i-Reporter Form Sample

608 Date:

609 Shift:

610 Product Code:

611 Product Name:

612 Supplier name:

613 Product photos:

614 Total Time:

615 0:00

616 OK

617 NG

618 Total Received (pcs.):

619 NG (pcs.):

620 Total Product (pcs.):

621 NG Remark:

622 Issue by

623 Approved by

624 i-Reporter Form Sample

625 Date:

626 Shift:

627 Product Code:

628 Product Name:

629 Supplier name:

630 Product photos:

631 Total Time:

632 0:00

633 OK

634 NG

635 Total Received (pcs.):

636 NG (pcs.):

637 Total Product (pcs.):

638 NG Remark:

639 Issue by

640 Approved by

641 i-Reporter Form Sample

642 Date:

643 Shift:

644 Product Code:

645 Product Name:

646 Supplier name:

647 Product photos:

648 Total Time:

649 0:00

650 OK

651 NG

652 Total Received (pcs.):

653 NG (pcs.):

654 Total Product (pcs.):

655 NG Remark:

656 Issue by

657 Approved by

658 i-Reporter Form Sample

659 Date:

660 Shift:

661 Product Code:

662 Product Name:

663 Supplier name:

664 Product photos:

665 Total Time:

666 0:00

667 OK

668 NG

669 Total Received (pcs.):

670 NG (pcs.):

671 Total Product (pcs.):

672 NG Remark:

673 Issue by

674 Approved by

675 i-Reporter Form Sample

676 Date:

677 Shift:

678 Product Code:

679 Product Name:

680 Supplier name:

681 Product photos:

682 Total Time:

683 0:00

684 OK

685 NG

686 Total Received (pcs.):

687 NG (pcs.):

688 Total Product (pcs.):

689 NG Remark:

690 Issue by

691 Approved by

692 i-Reporter Form Sample

693 Date:

694 Shift:

695 Product Code:

696 Product Name:

697 Supplier name:

698 Product photos:

699 Total Time:

700 0:00

701 OK

702 NG

703 Total Received (pcs.):

704 NG (pcs.):

705 Total Product (pcs.):

706 NG Remark:

707 Issue by

708 Approved by

709 i-Reporter Form Sample

710 Date:

711 Shift:

712 Product Code:

713 Product Name:

714 Supplier name:

715 Product photos:

716 Total Time:

717 0:00

718 OK

719 NG

720 Total Received (pcs.):

721 NG (pcs.):

722 Total Product (pcs.):

723 NG Remark:

724 Issue by

725 Approved by

726 i-Reporter Form Sample

727 Date:

728 Shift:

729 Product Code:

730 Product Name:

731 Supplier name:

732 Product photos:

733 Total Time:

734 0:00

735 OK

736 NG

737 Total Received (pcs.):

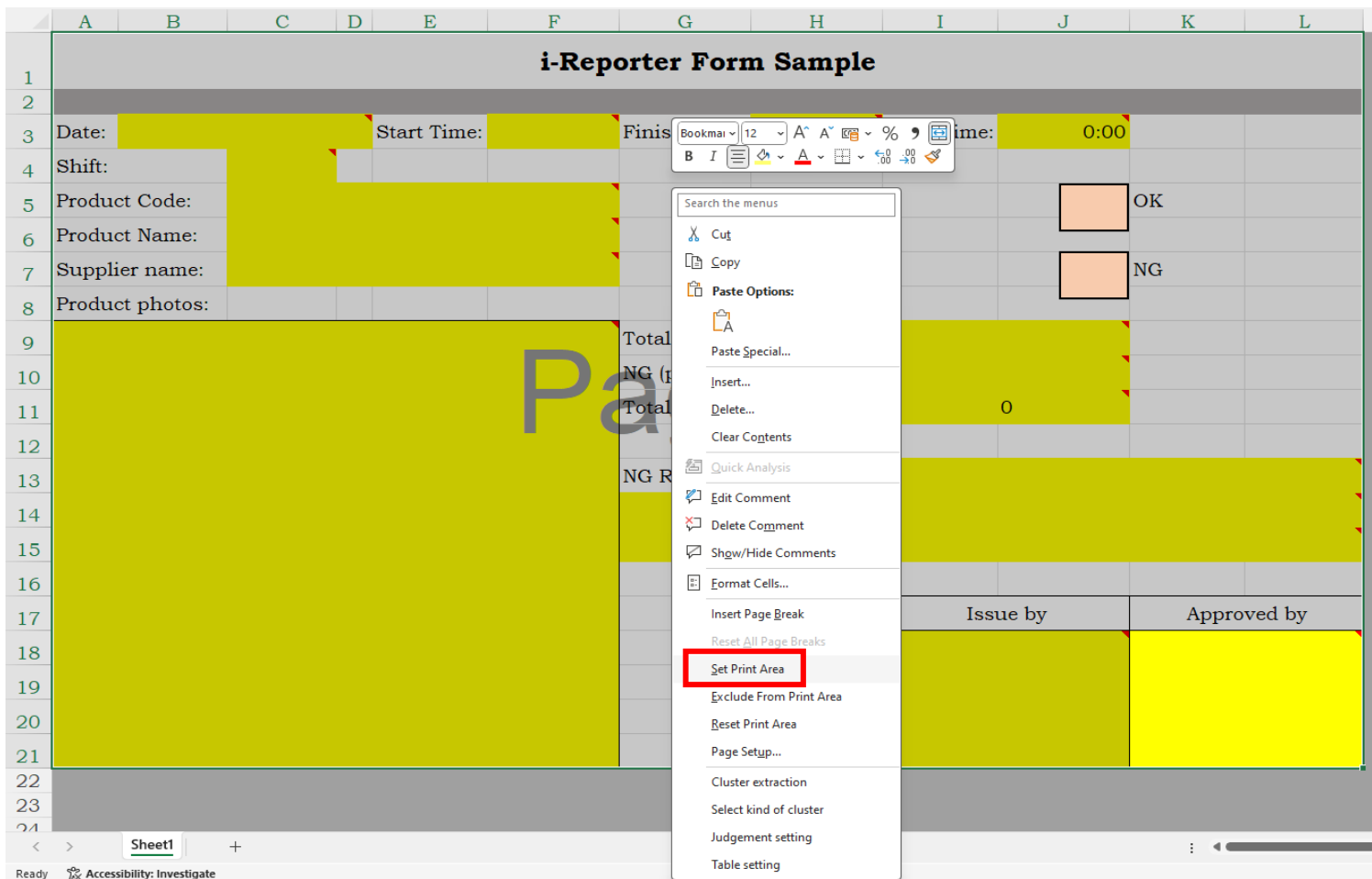
738 NG (pcs.):

739 Total Product (pcs.):

740 NG Remark:

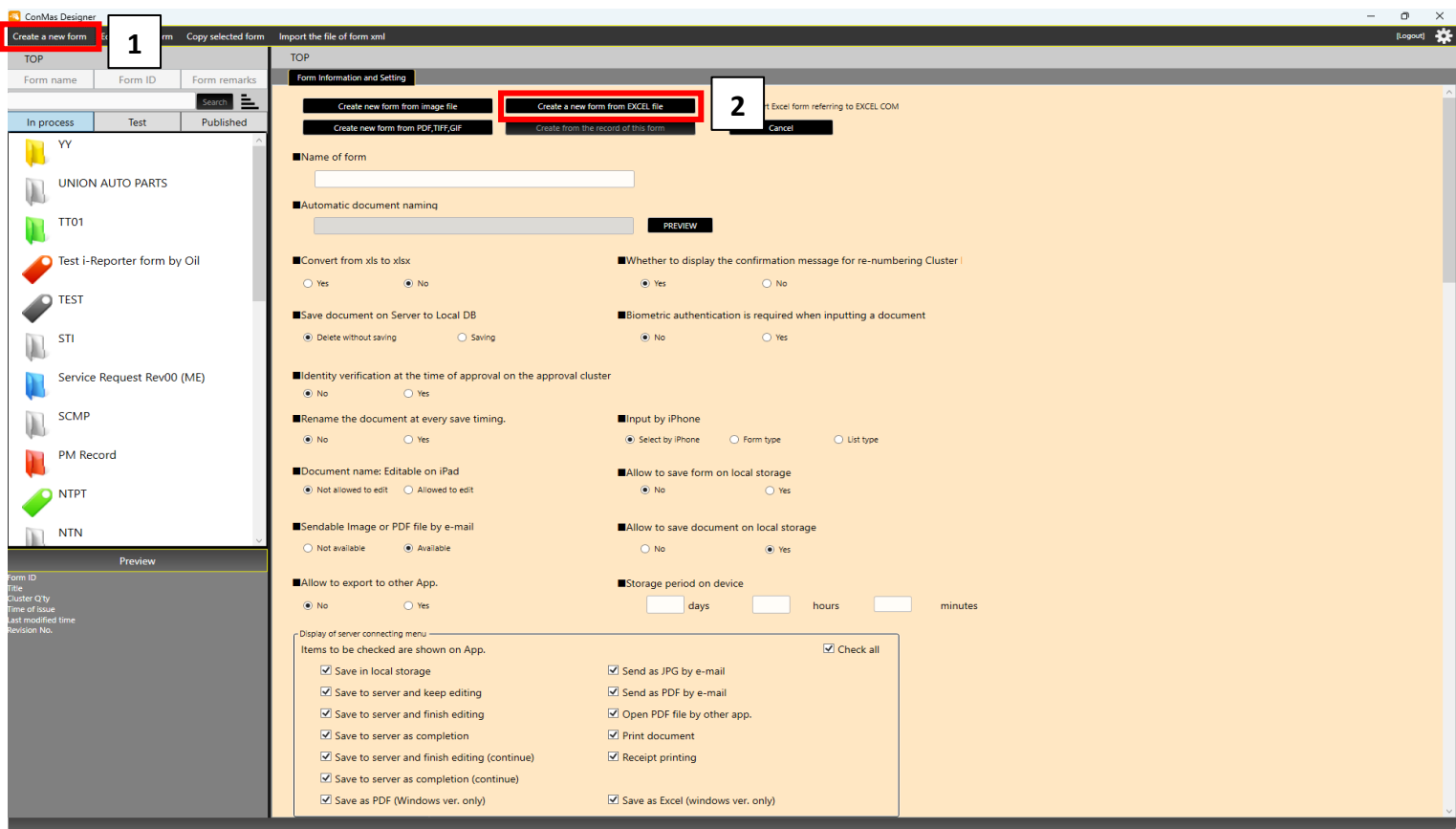
741 Issue by

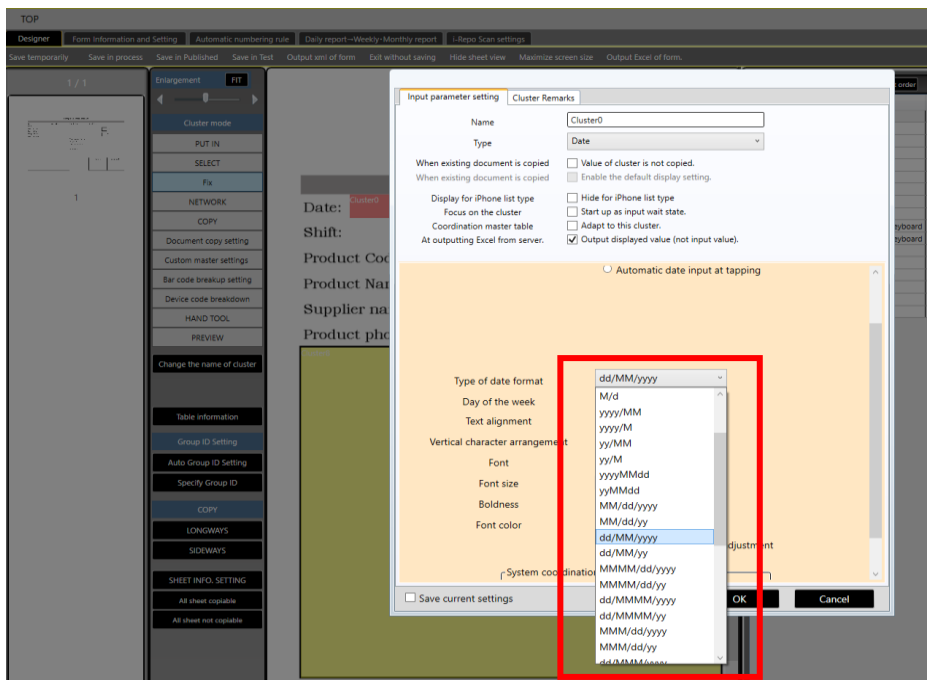
4 Cover the page and right click to select 'Set Print Area'



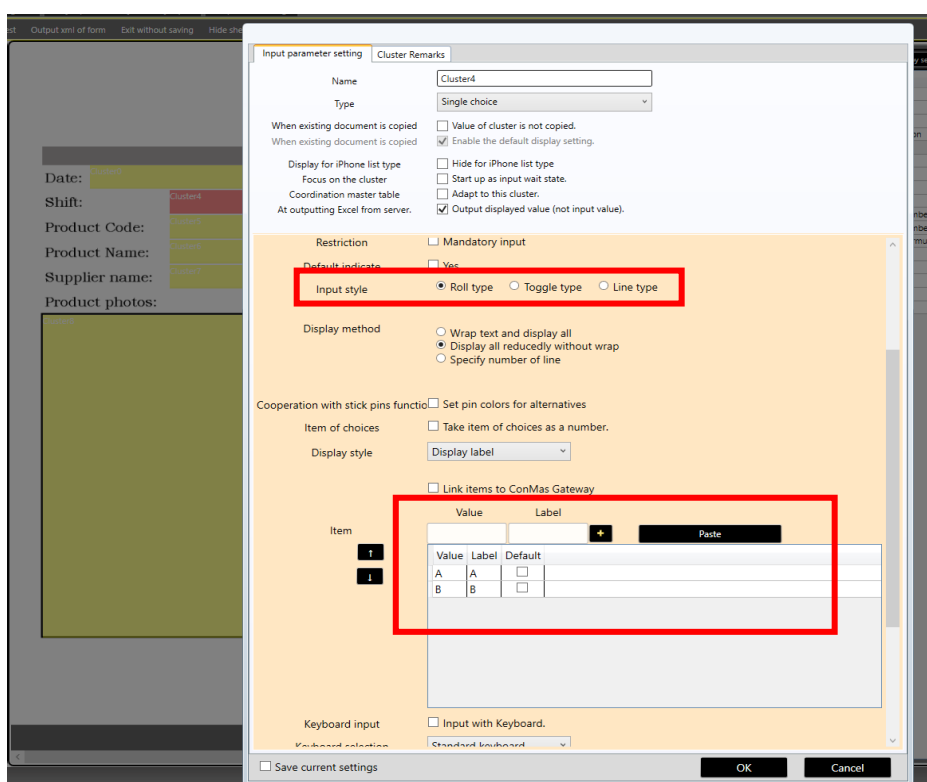
5 Save and close excel file

Creating forms document on ConMas Designer app.

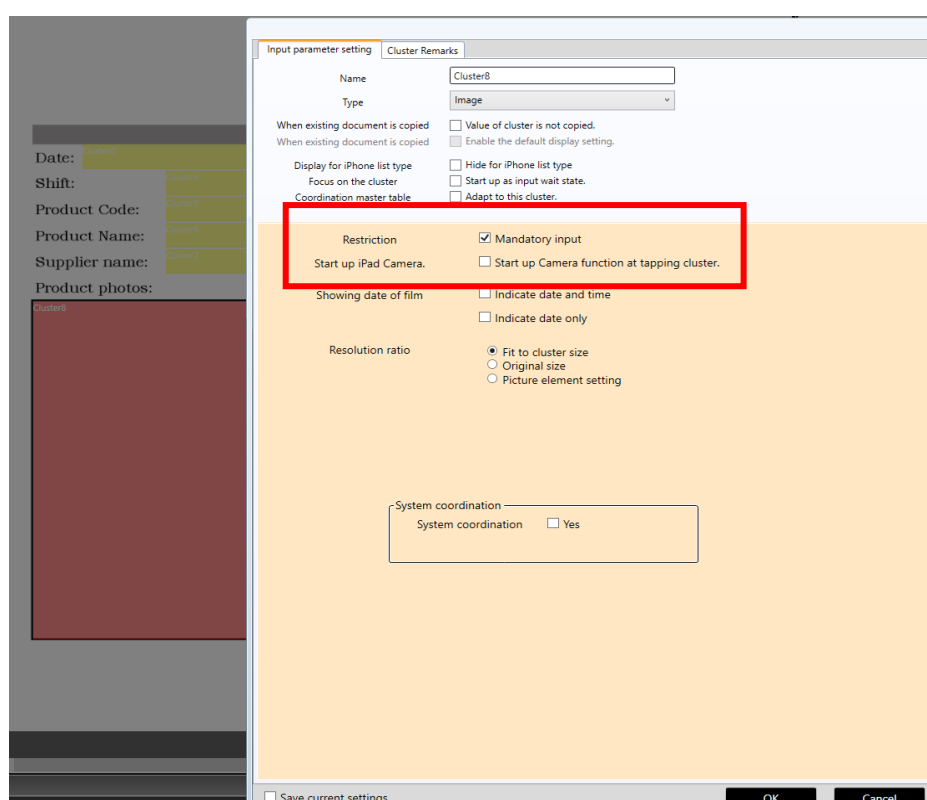




3 Date:
Select the date display format as desired.



4 Shift:
- Select data input style
- Enter choice data.



5 Product photos:
Set up camera and library usage.
- Restriction = Pop-up choice between Open camera or library.
- Start up iPad Camera = Opening the camera to take a photo.

TOP

Designer Form Information and Setting Automatic numbering rule Daily report-Weekly-Monthly report I-Repo Scan settings

Save temporarily Save in process Save in Published Save in Test Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form.

1 / 1

Enlargement FIT

Cluster mode

PUT IN

SELECT

Fix

NETWORK

COPY

Document copy setting

Custom master settings

Bar code breakup setting

Device code breakdown

HAND TOOL

PREVIEW

Change the name of cluster

Table information

Group ID Setting

Auto Group ID Setting

Specify Group ID

COPY

LONGWAYS

SIDWAYS

SHEET INFO, SETTING

All sheet copiable

All sheet not copiable

i-Reporter Form Sample

Cluster1 Finish Time: Cluster2 Total Time: Cluster3

Cluster17 OK

Cluster10

Cluster11

Total Received (pcs.): Cluster3

NG (pcs.): Cluster10

Total Product (pcs.): Cluster11

NG Remark: Cluster12

Cluster13

Cluster14

Issue by	Approved by
Cluster15	Cluster16

Add Cluster

Change Cluster mode to 'PUT IN' mode, then draw Cluster and select Cluster type 'Single check' and change Style of markset in OK box to Check and in NG box to x.

9

Ex.

Input parameter setting Cluster Remarks

Name Cluster17

Type Single check

When existing document is copied Value of cluster is not copied

When existing document is copied Enable the default display setting

Display for iPhone list type Hide for iPhone list type

Focus on the cluster Start up as input wait state

Coordination master table Adapt to this cluster

Restriction Mandatory input

Style of mark Check

Color of line Black

Width of line 2

Group ID -1

System coordination System coordination Yes

Save current settings OK Cancel

TOP

Designer Form Information and Setting Automatic numbering rule Daily report-Weekly-Monthly report I-Repo Scan settings

Create new form from image file Create a new form from EXCEL file Import Excel form referring to EXCEL COM

Create new form from PDF,TIFF,GIF Create from the record of this form Cancel

Name of form [ID:-1]

i-Reporter form sample

Automatic document naming

i-Reporter form sample PREVIEW SETTING

Convert from xls to xlsx

Yes No

Whether to display the confirmation message for re-numbering Cluster

Yes No

Save document on Server to Local DB

Delete without saving Saving

Biometric authentication is required when inputting

No Yes

Identity verification at the time of approval on the approval cluster

No Yes

Rename the document at every save timing.

No Yes

Document name: Editable on iPad

Not allowed to edit

Input by iPhone

Select by iPhone Form type List type

Allow to save form on local storage

No Yes

Set up document naming

- Setting
- Rename the document at every save timing

10

Ex.

Preview Value of cluster_Value of cluster_Value of cluster_i-Reporter form sample

Automatic naming setting

Info. of Document Name of form

Type	Value
Value of cluster	1,0
Arbitrary character	-
Value of cluster	1,5
Arbitrary character	-
Value of cluster	1,6
Arbitrary character	-
Info. of Document	Name of form

OK Cancel

* Value of cluster (1,0) 1=sheet page 0=Cluster to be displayed on document name.
0 = Date
5 = Product code
6 = Product name

TOP

Designer Form Information and Setting Automatic numbering rule Daily report-Weekly-Monthly report I-Repo Scan settings

Save temporarily Save in process Save in Published Save in Test Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form.

1 / 1

Enlargement FIT

Save

- Save temporarily
Temporarily saves the file locally. When an error occurs, you can resume from the temporarily saved state.
- Save in process
Store it privately on the server.
- Save in Published
It will be saved to the server as public and can be viewed on the iPad app.
- Save in Test
Save it to the server for testing. You can see it if the iPad app is set to display the test document.
* Please use the document created from the test public definition only for the purpose of testing before operation.

11

Example 2 NETWORK, Toggle, Multiple choice mode

Creating forms document on Excel file

File Home Insert Page Layout Formulas Data Review View Add-ins Help						
Bookman Old Style 12 A A B I U Font Alignment						
J9						
	A	B	C	D	E	F
1	1.i-Reporter form sample (NETWORK setting (more), Toggle, Multiple choice)					
2						
3	Date					
4						
5	Model		Product		Q'TY	Unit
6						
7						
8						
9						
10						
11						
12						
13	Model		Result			
14						
15						
16						
17						
18						
19						
20	Summary		/			
21						
22						
23	Operator					
24						

Select kind of cluster

Title	Cluster type
Date	Date
Model	Single choice
Product	Single choice
Q'TY	Numerical number
Unit	Single choice
Model	Single choice
Result	Toggle select
Summary	Toggle summary
Operator	Multiple choice

Creating forms document on ConMas Designer app.

1.i-Reporter form sample (NETWORK Toggle, Multiple choi

Date

Model

Product

Model

Result

Summary /

Operator

Input parameter setting Cluster Remarks

Name

Cluster1

Type

Single choice

When existing document is copied

Value of cluster is not copied.

Enable the default display setting.

Display for iPhone list type

Hide for iPhone list type

Start up as input wait state.

Adapt to this cluster.

Output displayed value (not input value).

Item of choices

Take item of choices as a number.

Display label

Link items to ConMas Gateway

Value

Label

Value

Label

Default

A

A

B

B

C

C

D

D

E

E

F

F

Keyboard input

Input with Keyboard.

Keyboard selection

Standard keyboard

Save current settings

OK

Cancel

1 Model: Enter choice data.

Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form.

1.i-Reporter form sample (NETWORK setting (more), Toggle, Multiple choice)

Date Cluster2

Model	Product
Cluster0	Cluster2
Cluster1	Cluster2
Cluster2	Cluster2
Cluster3	Cluster2
Cluster4	Cluster2
Cluster5	Cluster2
Cluster6	Cluster2
Cluster7	Cluster2
Cluster8	Cluster2
Cluster9	Cluster2
Cluster10	Cluster2
Cluster11	Cluster2
Cluster12	Cluster2
Cluster13	Cluster2
Cluster14	Cluster2
Cluster15	Cluster2
Cluster16	Cluster2
Cluster17	Cluster2
Cluster18	Cluster2
Cluster19	Cluster2
Cluster20	Cluster2
Cluster21	Cluster2
Cluster22	Cluster2
Cluster23	Cluster2
Cluster24	Cluster2
Cluster25	Cluster2
Cluster26	Cluster2
Cluster27	Cluster2
Cluster28	Cluster2
Cluster29	Cluster2
Cluster30	Cluster2
Cluster31	Cluster2
Cluster32	Cluster2
Cluster33	Cluster2
Cluster34	Cluster2
Cluster35	Cluster2
Cluster36	Cluster2
Cluster37	Cluster2
Cluster38	Cluster2
Cluster39	Cluster2
Cluster40	Cluster2
Cluster41	Cluster2
Cluster42	Cluster2
Cluster43	Cluster2
Cluster44	Cluster2
Cluster45	Cluster2
Cluster46	Cluster2
Cluster47	Cluster2
Cluster48	Cluster2
Cluster49	Cluster2
Cluster50	Cluster2
Cluster51	Cluster2
Cluster52	Cluster2
Cluster53	Cluster2
Cluster54	Cluster2
Cluster55	Cluster2
Cluster56	Cluster2
Cluster57	Cluster2
Cluster58	Cluster2
Cluster59	Cluster2
Cluster60	Cluster2
Cluster61	Cluster2
Cluster62	Cluster2
Cluster63	Cluster2
Cluster64	Cluster2
Cluster65	Cluster2
Cluster66	Cluster2
Cluster67	Cluster2
Cluster68	Cluster2
Cluster69	Cluster2
Cluster70	Cluster2
Cluster71	Cluster2
Cluster72	Cluster2
Cluster73	Cluster2
Cluster74	Cluster2
Cluster75	Cluster2
Cluster76	Cluster2
Cluster77	Cluster2
Cluster78	Cluster2
Cluster79	Cluster2
Cluster80	Cluster2
Cluster81	Cluster2
Cluster82	Cluster2
Cluster83	Cluster2
Cluster84	Cluster2
Cluster85	Cluster2
Cluster86	Cluster2
Cluster87	Cluster2
Cluster88	Cluster2
Cluster89	Cluster2
Cluster90	Cluster2
Cluster91	Cluster2
Cluster92	Cluster2
Cluster93	Cluster2
Cluster94	Cluster2
Cluster95	Cluster2
Cluster96	Cluster2
Cluster97	Cluster2
Cluster98	Cluster2
Cluster99	Cluster2

Model	Result
Cluster0	Cluster2
Cluster1	Cluster2
Cluster2	Cluster2
Cluster3	Cluster2
Cluster4	Cluster2
Cluster5	Cluster2
Cluster6	Cluster2
Cluster7	Cluster2
Cluster8	Cluster2
Cluster9	Cluster2
Cluster10	Cluster2
Cluster11	Cluster2
Cluster12	Cluster2
Cluster13	Cluster2
Cluster14	Cluster2
Cluster15	Cluster2
Cluster16	Cluster2
Cluster17	Cluster2
Cluster18	Cluster2
Cluster19	Cluster2
Cluster20	Cluster2
Cluster21	Cluster2
Cluster22	Cluster2
Cluster23	Cluster2
Cluster24	Cluster2
Cluster25	Cluster2
Cluster26	Cluster2
Cluster27	Cluster2
Cluster28	Cluster2
Cluster29	Cluster2
Cluster30	Cluster2
Cluster31	Cluster2
Cluster32	Cluster2
Cluster33	Cluster2
Cluster34	Cluster2
Cluster35	Cluster2
Cluster36	Cluster2
Cluster37	Cluster2
Cluster38	Cluster2
Cluster39	Cluster2
Cluster40	Cluster2
Cluster41	Cluster2
Cluster42	Cluster2
Cluster43	Cluster2
Cluster44	Cluster2
Cluster45	Cluster2
Cluster46	Cluster2
Cluster47	Cluster2
Cluster48	Cluster2
Cluster49	Cluster2
Cluster50	Cluster2
Cluster51	Cluster2
Cluster52	Cluster2
Cluster53	Cluster2
Cluster54	Cluster2
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Cluster56	Cluster2
Cluster57	Cluster2
Cluster58	Cluster2
Cluster59	Cluster2
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Cluster61	Cluster2
Cluster62	Cluster2
Cluster63	Cluster2
Cluster64	Cluster2
Cluster65	Cluster2
Cluster66	Cluster2
Cluster67	Cluster2
Cluster68	Cluster2
Cluster69	Cluster2
Cluster70	Cluster2
Cluster71	Cluster2
Cluster72	Cluster2
Cluster73	Cluster2
Cluster74	Cluster2
Cluster75	Cluster2
Cluster76	Cluster2
Cluster77	Cluster2
Cluster78	Cluster2
Cluster79	Cluster2
Cluster80	Cluster2
Cluster81	Cluster2
Cluster82	Cluster2
Cluster83	Cluster2
Cluster84	Cluster2
Cluster85	Cluster2
Cluster86	Cluster2
Cluster87	Cluster2
Cluster88	Cluster2
Cluster89	Cluster2
Cluster90	Cluster2
Cluster91	Cluster2
Cluster92	Cluster2
Cluster93	Cluster2
Cluster94	Cluster2
Cluster95	Cluster2
Cluster96	Cluster2
Cluster97	Cluster2
Cluster98	Cluster2
Cluster99	Cluster2

Summary Cluster2 /

Operator Cluster2

Input parameter setting Cluster Remarks

Name Cluster2

Type Single choice

When existing document is copied ☐ Value of cluster is not copied.

When existing document is copied ☒ Enable the default display setting.

Display for iPhone list type ☐ Hide for iPhone list type

Focus on the cluster ☐ Start up as input wait state.

Coordination master table ☐ Adapt to this cluster.

At outputting Excel from server. ☒ Output displayed value (not input value).

Type of cluster can not be changed because this cluster is network linked with another cluster.

Item of choices ☐ Take item of choices as a number.

Display style Display label

☐ Link items to ConMas Gateway

Value	Label	Default
A01	A01	<input type="checkbox"/>
A02	A02	<input type="checkbox"/>
A03	A03	<input type="checkbox"/>
B01	B01	<input type="checkbox"/>
B02	B02	<input type="checkbox"/>
B03	B03	<input type="checkbox"/>
C01	C01	<input type="checkbox"/>
C02	C02	<input type="checkbox"/>
C03	C03	<input type="checkbox"/>

Keyboard input ☐ Input with Keyboard.

Keyboard selection Standard keyboard

☐ Save current settings OK Cancel

2 **Product:**
Enter choice data.

Save in Published Save in Test Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form.

Enlargement FIT

Cluster mode

PUT IN

SELECT

1.i-Reporter form sample (NETWORK setting (more), Toggle, Multiple choice)

TY Unit

TY	Unit
Cluster0	Cluster2
Cluster1	Cluster2
Cluster2	Cluster2
Cluster3	Cluster2
Cluster4	Cluster2
Cluster5	Cluster2
Cluster6	Cluster2
Cluster7	Cluster2
Cluster8	Cluster2
Cluster9	Cluster2
Cluster10	Cluster2
Cluster11	Cluster2
Cluster12	Cluster2
Cluster13	Cluster2
Cluster14	Cluster2
Cluster15	Cluster2
Cluster16	Cluster2
Cluster17	Cluster2
Cluster18	Cluster2
Cluster19	Cluster2
Cluster20	Cluster2
Cluster21	Cluster2
Cluster22	Cluster2
Cluster23	Cluster2
Cluster24	Cluster2
Cluster25	Cluster2
Cluster26	Cluster2
Cluster27	Cluster2
Cluster28	Cluster2
Cluster29	Cluster2
Cluster30	Cluster2
Cluster31	Cluster2
Cluster32	Cluster2
Cluster33	Cluster2
Cluster34	Cluster2
Cluster35	Cluster2
Cluster36	Cluster2
Cluster37	Cluster2
Cluster38	Cluster2
Cluster39	Cluster2
Cluster40	Cluster2
Cluster41	Cluster2
Cluster42	Cluster2
Cluster43	Cluster2
Cluster44	Cluster2
Cluster45	Cluster2
Cluster46	Cluster2
Cluster47	Cluster2
Cluster48	Cluster2
Cluster49	Cluster2
Cluster50	Cluster2
Cluster51	Cluster2
Cluster52	Cluster2
Cluster53	Cluster2
Cluster54	Cluster2
Cluster55	Cluster2
Cluster56	Cluster2
Cluster57	Cluster2
Cluster58	Cluster2
Cluster59	Cluster2
Cluster60	Cluster2
Cluster61	Cluster2
Cluster62	Cluster2
Cluster63	Cluster2
Cluster64	Cluster2
Cluster65	Cluster2
Cluster66	Cluster2
Cluster67	Cluster2
Cluster68	Cluster2
Cluster69	Cluster2
Cluster70	Cluster2
Cluster71	Cluster2
Cluster72	Cluster2
Cluster73	Cluster2
Cluster74	Cluster2
Cluster75	Cluster2
Cluster76	Cluster2
Cluster77	Cluster2
Cluster78	Cluster2
Cluster79	Cluster2
Cluster80	Cluster2
Cluster81	Cluster2
Cluster82	Cluster2
Cluster83	Cluster2
Cluster84	Cluster2
Cluster85	Cluster2
Cluster86	Cluster2
Cluster87	Cluster2
Cluster88	Cluster2
Cluster89	Cluster2
Cluster90	Cluster2
Cluster91	Cluster2
Cluster92	Cluster2
Cluster93	Cluster2
Cluster94	Cluster2
Cluster95	Cluster2
Cluster96	Cluster2
Cluster97	Cluster2
Cluster98	Cluster2
Cluster99	Cluster2

Result	Score
Best	5.00
Good	2.00
Complaint	1.00
Return	-10.00
-	0.00

Input parameter setting Cluster Remarks

Name Cluster4

Type Single choice

When existing document is copied ☐ Value of cluster is not copied.

When existing document is copied ☒ Enable the default display setting.

Display for iPhone list type ☐ Hide for iPhone list type

Focus on the cluster ☐ Start up as input wait state.

Coordination master table ☐ Adapt to this cluster.

At outputting Excel from server. ☒ Output displayed value (not input value).

Item of choices ☐ Take item of choices as a number.

Display style Display label

☐ Link items to ConMas Gateway

Value	Label	Default
Pcs	Pcs	<input type="checkbox"/>
kg	kg	<input type="checkbox"/>

Keyboard input ☐ Input with Keyboard.

Keyboard selection Standard keyboard

☐ Save current settings OK Cancel

3 **Unit:**
Enter choice data.

1.i-Reporter form sample (NETWORK setting (more), Toggle,

Input parameter setting Cluster Remarks

Name Cluster26

Type Toggle select

When existing document is copied Value of cluster is not copied.

When existing document is copied Enable the default display setting.

Display for iPhone list type Hide for iPhone list type

Focus on the cluster Start up as input wait state.

Coordination master table Adapt to this cluster.

At outputting Excel from server. Output displayed value (not input value).

Item Label Value Font color Black

Painted Painted color Black

Width of line 2 Color of line Black

Paste +

Label	Value	Color of character	Background color	Painted color	Width of line	Color of line
Best	5	Green				
Good	2	LightGreen				
Fair	1	Orange				
Return	-10	Red				
-	0	Black				

r-System coordination

Save current settings OK Cancel

Result:

Enter choice data.

- Label = type choice
- Value = score of type choice
- Color of character
- Background color
- Painted color
- Width of line
- Color of line

Result	Score
Best	5.00
Good	2.00
Fair(Complaint)	1.00
Return	-10.00
-	0.00

Form Information and Setting Automatic numbering rule Daily report—Weekly-Monthly report i-Repo Scan settings

Save In process Save In Published Save In Test Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form.

1 / 1

Enlargement FIT

Cluster mode PUT IN SELECT Fix NETWORK

1.i-Reporter form sample (NETWORK setting (more), Toggle, Multiple choice)

Date Cluster0

Model Product Q'TY Unit

Cluster25 Cluster26 Cluster27 Cluster28

Cluster29 Cluster30 Cluster31 Cluster32

Cluster33 Cluster34 Cluster35 Cluster36

Summary /

Operator Cluster39

Group ID 1 OK

Change the name of cluster

Table information

Group Setting

Auto Group ID Setting

Specify Group ID

COPY

LONGWAYS

SIDEWAYS

SHEET INFO. SETTING

All sheet copiable

All sheet not copiable

Select the Result set data, then press the 'Specify Group ID' command and enter the Group number as '1'.

1.i-Reporter form sample (NETW...)
Toggle, Multiple c...

Date: [Date]

Model	Product
Cluster1	Cluster1
Cluster2	Cluster2
Cluster3	Cluster3
Cluster4	Cluster4
Cluster5	Cluster5
Cluster6	Cluster6
Cluster7	Cluster7
Cluster8	Cluster8
Cluster9	Cluster9
Cluster10	Cluster10

Model	Result
Cluster1	Cluster1
Cluster2	Cluster2
Cluster3	Cluster3
Cluster4	Cluster4
Cluster5	Cluster5
Cluster6	Cluster6
Cluster7	Cluster7
Cluster8	Cluster8
Cluster9	Cluster9
Cluster10	Cluster10

Summary Cluster37 / [Value]

Operator: [Operator]

Input parameter setting Cluster Remarks

Name: Cluster37

Type: Toggle summary

When existing document is copied: ☐ Value of cluster is not copied. ☐ Enable the default display setting.

Display for iPhone list type: ☐ Hide for iPhone list type. ☐ Start up as input wait state. ☐ Adapt to this cluster.

Coordination master table: ☐ At outputting Excel from server: ☒ Output displayed value (not input value).

Restriction: ☐ Mandatory input

Number of digits after decimal point: 0

Minimum value: ☐ Refer a cluster: -999999999

Maximum value: ☐ Refer a cluster: 999999999

Type of calculation: Calculation of total score

Group ID: 1

Label for summary count: Best,Good,Fair,Return

Verification method: Signal indication only

Text alignment: Center

Vertical character arrangement: Bottom

Comma indication: ☐ Yes

Prefix character: []

☐ Save current settings

OK Cancel

Summary(1):

- Type of calculation = Select 'Calculation of total score'.
- Group ID = Enter the Group ID assigned number
- Label for summary count = Select data for score calculation.

6

Group ID : 1

Yes	Label
<input checked="" type="checkbox"/>	Best
<input checked="" type="checkbox"/>	Good
<input checked="" type="checkbox"/>	Fair
<input checked="" type="checkbox"/>	Return

Label for exempt of summary count(Full points)

[]

OK Cancel

1.i-Reporter form sample (NETW...)
Toggle, Multiple c...

Date: [Date]

Model	Product
Cluster1	Cluster1
Cluster2	Cluster2
Cluster3	Cluster3
Cluster4	Cluster4
Cluster5	Cluster5
Cluster6	Cluster6
Cluster7	Cluster7
Cluster8	Cluster8
Cluster9	Cluster9
Cluster10	Cluster10

Model	Result
Cluster1	Cluster1
Cluster2	Cluster2
Cluster3	Cluster3
Cluster4	Cluster4
Cluster5	Cluster5
Cluster6	Cluster6
Cluster7	Cluster7
Cluster8	Cluster8
Cluster9	Cluster9
Cluster10	Cluster10

Summary Cluster38 / [Value]

Operator: [Operator]

Input parameter setting Cluster Remarks

Name: Cluster38

Type: Toggle summary

When existing document is copied: ☐ Value of cluster is not copied. ☐ Enable the default display setting.

Display for iPhone list type: ☐ Hide for iPhone list type. ☐ Start up as input wait state. ☐ Adapt to this cluster.

Coordination master table: ☐ At outputting Excel from server: ☒ Output displayed value (not input value).

Restriction: ☐ Mandatory input

Number of digits after decimal point: 0

Minimum value: ☐ Refer a cluster: -999999999

Maximum value: ☐ Refer a cluster: 999999999

Type of calculation: Summary count(Full pair)

Group ID: 1

Label for summary count(Full points): Best

Label for exempt of summary count(Full points): -

Verification method: Signal indication only

Text alignment: Center

Vertical character arrangement: Bottom

Comma indication: ☐ Yes

Prefix character: []

☐ Save current settings

OK Cancel

Summary(2):

- Type of calculation = Select 'Summary count(Full points)'.
- Group ID = Enter the Group ID assigned number
- Label for summary count(Full points) = Select the data with full score.
Ex. Best = 5.00
- Label for exempt of summary count(Full points) = Select data without scores.
Ex. - = 0
- Verification method = Select 'Signal indication only'.

7

1.i-Reporter form sample (NETW...)
Toggle, Multiple

Date: [Date]

Model	Product
Cluster1	Cluster1
Cluster2	Cluster2
Cluster3	Cluster3
Cluster4	Cluster4
Cluster5	Cluster5
Cluster6	Cluster6
Cluster7	Cluster7
Cluster8	Cluster8
Cluster9	Cluster9
Cluster10	Cluster10

Model	Result
Cluster1	Cluster1
Cluster2	Cluster2
Cluster3	Cluster3
Cluster4	Cluster4
Cluster5	Cluster5
Cluster6	Cluster6
Cluster7	Cluster7
Cluster8	Cluster8
Cluster9	Cluster9
Cluster10	Cluster10

Summary Cluster39 / [Value]

Operator: [Operator]

Input parameter setting Cluster Remarks

Name: Cluster39

Type: Multiple choice

When existing document is copied: ☐ Value of cluster is not copied. ☒ Enable the default display setting.

Display for iPhone list type: ☐ Hide for iPhone list type. ☐ Start up as input wait state. ☐ Adapt to this cluster.

Coordination master table: ☐ At outputting Excel from server: ☒ Output displayed value (not input value).

Display method: ☒ Wrap text and display all ☐ Display all reducedly without wrap ☐ Specify number of line

Items must be: ☒ Input items by: ☐

Display style: Display label

Item	Value	Label	Default
1	Nam	Nam	<input type="checkbox"/>
2	Pai	Pai	<input type="checkbox"/>
	Narin	Narin	<input type="checkbox"/>
	Oil	Oil	<input type="checkbox"/>
	Teena	Teena	<input type="checkbox"/>

☐ Save current settings

OK Cancel

Operator:

Enter choice data.

8

Import the file of form xml [Logout]

TOP

Designer Form Information and Setting Automatic numbering rule Daily report--Weekly-Monthly report I-Repo Scan settings

Save temporarily Save in process Save in Published Save in Test Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form.

1 / 1

Enlargement FIT

Cluster mode

PUT IN

SELECT

Fix

NETWORK

COPY

Document copy setting

Custom master settings

Bar code breakup setting

Device code breakdown

HAND TOOL

PREVIEW

Change the name of cluster

Table information

Group ID Setting

Auto Group ID Setting

Specify Group ID

COPY

LONGWAYS

SIDEWAYS

SHEET INFO. SETTING

All sheet copiable

All sheet not copiable

1.i-Reporter form sample

Toggle

Date Cluster0

Model

Cluster1 Selected

Cluster25 Copy to

Summary

List of Carbon Copy

Sheet No.(origin of copy)	Cluster ID(origin of copy)	Cluster Name(origin of copy)	Sheet No.(to be copied)	Cluster ID(to be copied)	Cluster Name(to be copied)
1	1	Cluster1	1	25	Cluster25
1	5	Cluster5	1	27	Cluster27
1	9	Cluster9	1	29	Cluster29
1	13	Cluster13	1	31	Cluster31
1	17	Cluster17	1	33	Cluster33
1	21	Cluster21	1	35	Cluster35

9 Copy

Press the 'COPY' Mode button, then select the Custer1 data to Custer25. Do this until the data is complete. The copy list will be displayed on the right.

TOP

Designer **Form Information and Setting** Automatic numbering rule Daily report--Weekly-Monthly report I-Repo Scan settings

Create new form from image file Create a new form from EXCEL file Import Excel form referring to EXCEL COM

Create new form from PDF,TIFF,GIF Create from the record of this form Cancel

■ Name of form [ID:-1]

I-Reporter form sample

■ Automatic document naming

I-Reporter form sample PREVIEW **SETTING**

■ Convert from xls to xlsx

☐ Yes ☒ No

■ Whether to display the confirmation message for re-numbering Cluster

☒ Yes ☐ No

■ Save document on Server to Local DB

☒ Delete without saving ☐ Saving

■ Biometric authentication is required when inputting

☒ No ☐ Yes

■ Identity verification at the time of approval on the approval cluster

☒ No ☐ Yes

■ Rename the document at every save timing.

☐ No ☒ Yes

■ Document name: Editable on iPad

☒ Not allowed to edit

■ Input by iPhone

☒ Select by iPhone ☐ Form type ☐ List type

■ Allow to save form on local storage

☒ No ☐ Yes

10 Set up document naming

- Setting
- Rename the document at every save timing

Ex.

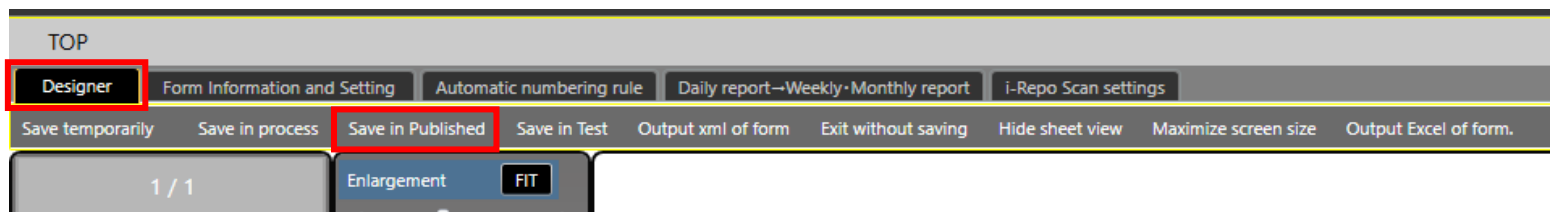
Preview Value of cluster_Value of cluster_Value of cluster_I-Reporter form sample

■ Automatic naming setting

Info. of Document	Name of form
Type	
Value of cluster	1.0
Arbitrary character	-
Value of cluster	1.5
Arbitrary character	-
Value of cluster	1.6
Arbitrary character	-
Info. of Document	Name of form

OK Cancel

* Value of cluster (1,0) 1=sheet page 0=Cluster to be displayed on document name.
 0 = Date
 5 = Product code
 6 = Product name

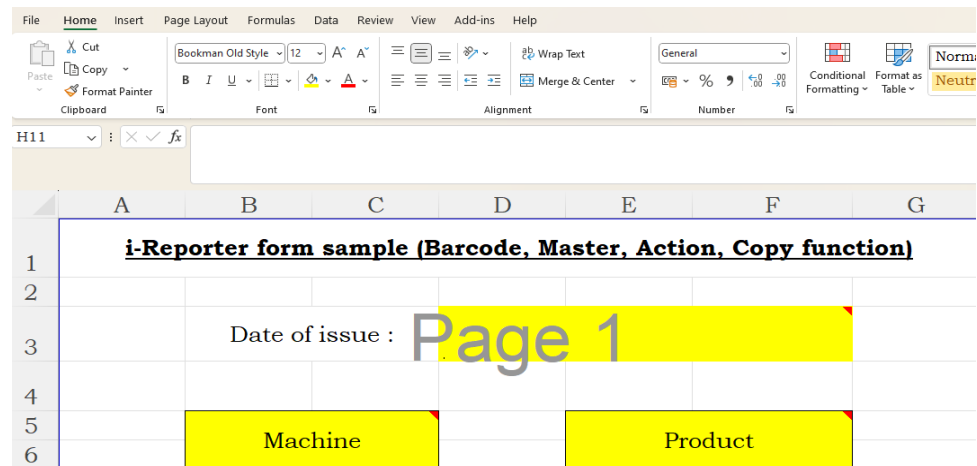
**Save**

- Save temporarily
Temporarily saves the file locally. When an error occurs, you can resume from the temporarily saved state.
- Save in process
Store it privately on the server.
- Save in Published
It will be saved to the server as public and can be viewed on the iPad app.
- Save in Test
Save it to the server for testing. You can see it if the iPad app is set to display the test document.
* Please use the document created from the test public definition only for the purpose of testing before

Example 3 Barcode, Master, Action function

Creating forms document on Excel file

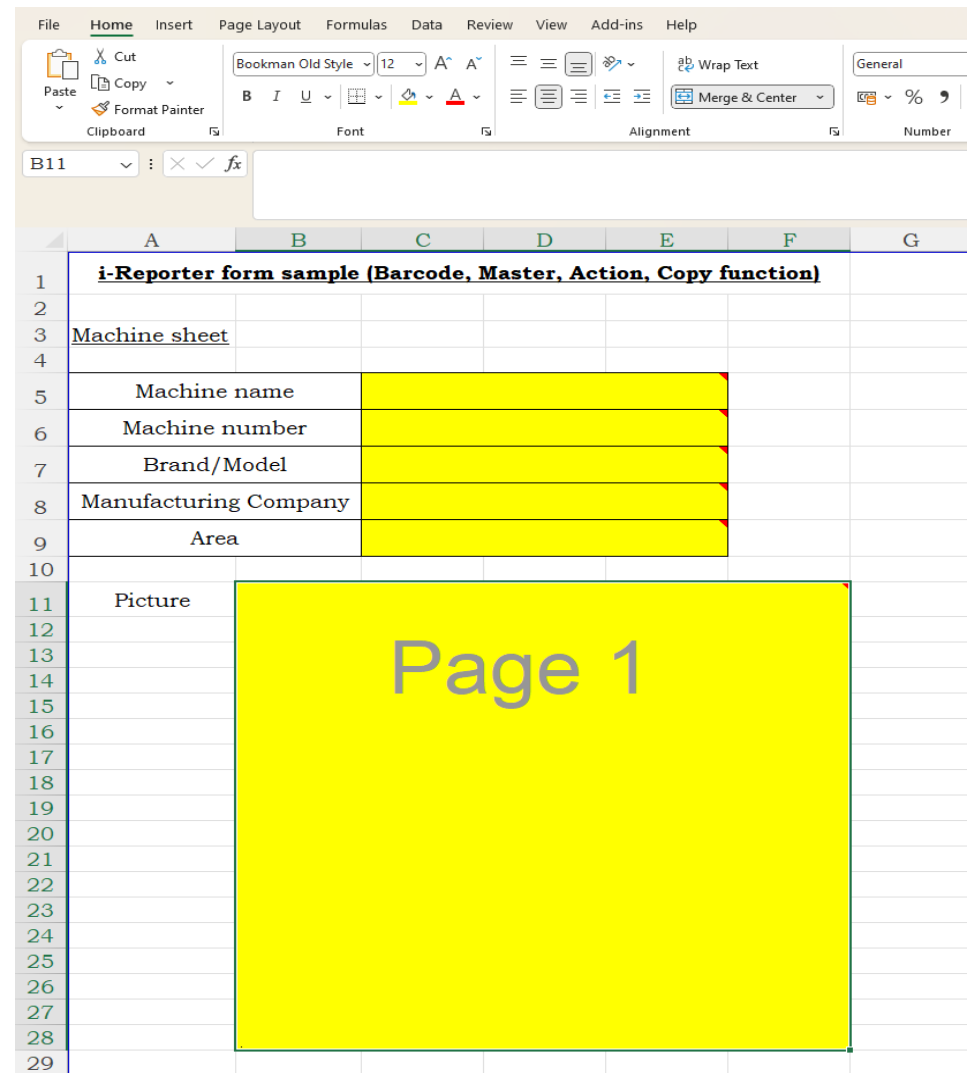
"Sheet 1"



Select kind of cluster

Title	Cluster type
Date of issue	Date of issue
Machine	Action
Product	Action

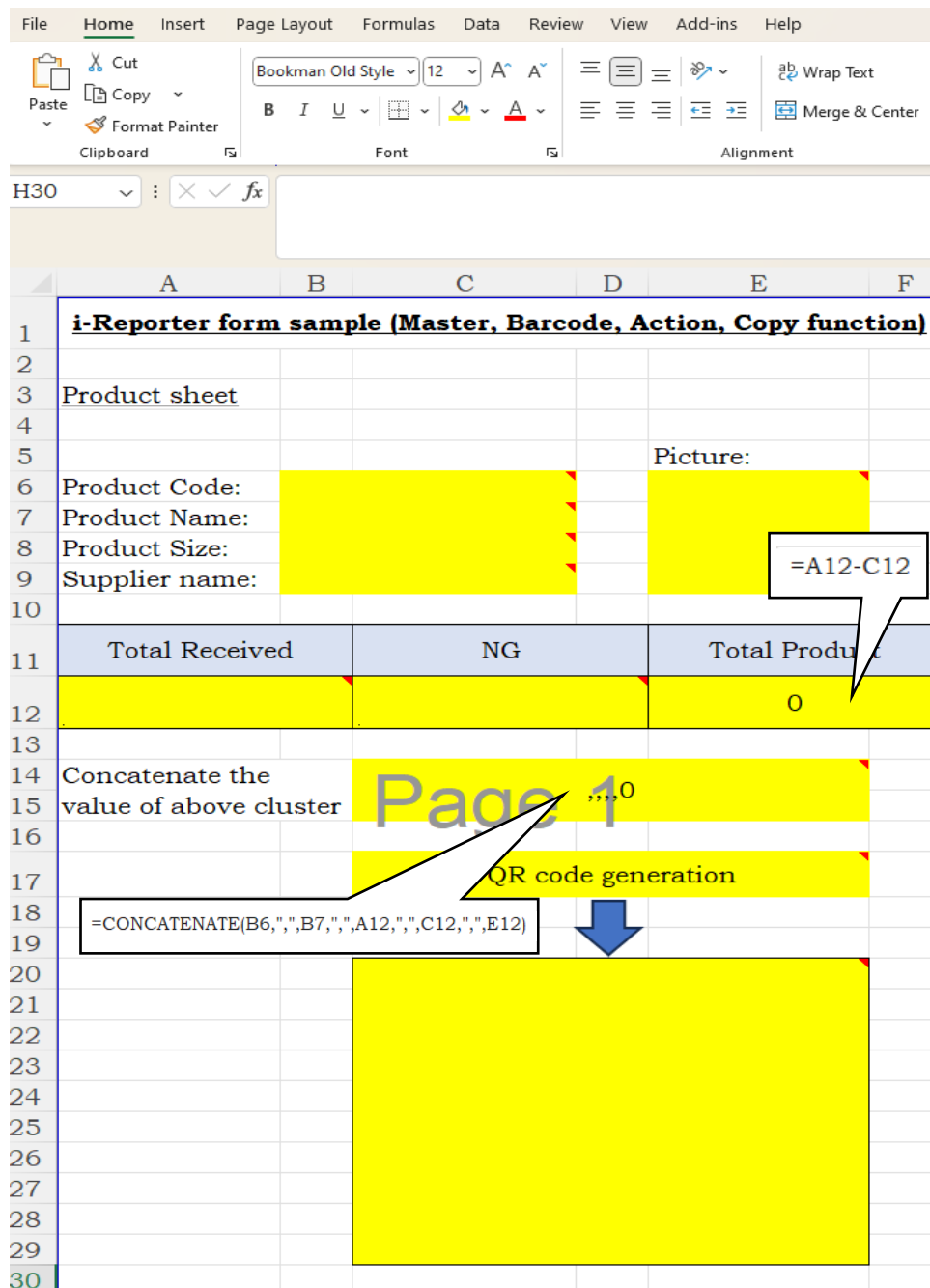
"Sheet 2"



Select kind of cluster

Title	Cluster type
Machine name	Bar code
Machine number	Bar code
Brand/Model	Bar code
Manufacturing Company	Bar code
Area	Bar code
Picture	Image

"Sheet 3"

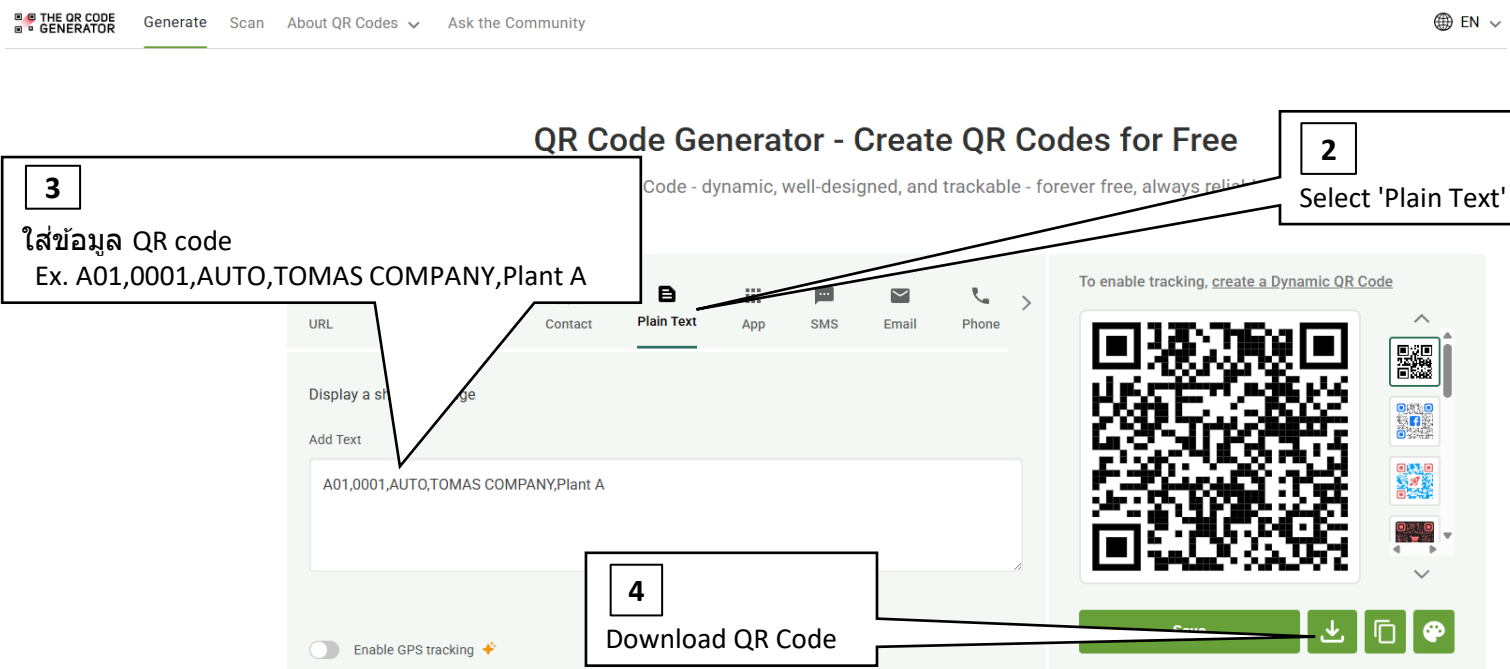


Select kind of cluster

Title	Cluster type
Product Code:	Select master
Product Name:	Keyboard
Product Size:	Keyboard
Supplier name:	Keyboard
Picture:	Image
Total Received	Numerical number
NG	Numerical number
Total Product	Calculation formula
Concatenate the value of above cluster	Calculation formula
QR code generation	Action
	Image

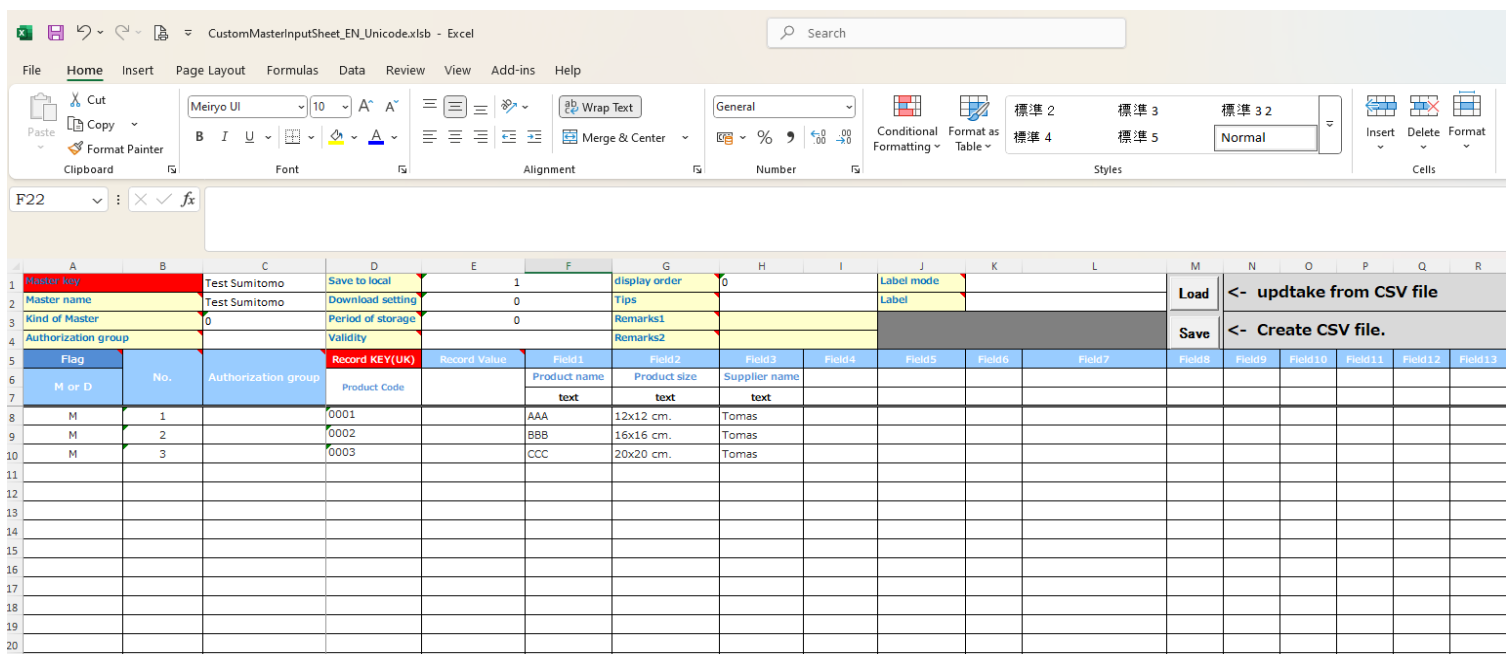
Creating Bar code

1 Go to the website to create a QR code. <https://www.the-qrcode-generator.com/>



Creating Master Manager

1 Open excel file 'CustomMasterInputSheet_EN_Unicode.xlsb'



2 Enter the values in each cell of the basic master information as follows.

Master key	Test Sumitomo
Master name	Test Sumitomo
Kind of Master	0
Authorization group	

Master key: Enter as a character string (required)
Master name: Enter the name as a character string
 If not specified, the master key will be used as the name.

Master type: Please select 0.

Authorization group: Enter the referable group number, separated by ;.

Save to local	1
Download setting	0
Period of storage	0
Validity	

Save to local: 0: not allowed 1: allowed
 (Set by one of these)

Download setting: 0: Automatic download
 1: manual download (Set by one of these)

Period of storage: Set the value in minutes.
 (If not entered, no setting)

Validity: Specify in yyyy/MM/dd format
 (If not entered, no period is specified.)

display order	0
Tips	
Remarks1	
Remarks2	

Display order: Specify with a numerical value from 0 (can be not entered)

Tips & Remarks: Enter master remarks as a character string (can be not entered)

Label mode	0
Label	[icon=2]Label1/Label1-1;[icon=3]Label2

Label mode: 0: Do nothing 1: Set to 1 if this master is already labeled and you want to release it.
 (Set by one of these)

Label: Specify labels separated by ; in the input example format. For example [icon=2]Label1/Label1-1;[icon=3]Label2

3 Set the actual record information that makes up the custom master table.

Flag	No.	Authorization group
M or D		
M	1	
M	2	
M	3	

Flag: M : Performs merge operation

D : Delete operation is performed

Blank : No record is created

When creating a new record -> M When editing and updating -> M When no change is made at the time of update -> Blank

No: The sequence in which records are displayed is 0 to Specified by numerical value (can not be entered)

Authorization group: Specify referable groups separated by ;. (Can be not entered)

4 Set the key information that makes up the custom master table and the information for its fields.

Record KEY(UK)	Record Value	Field1	Field2	Field3
Product Code		Product name	Product size	Supplier name
		text	text	text
0001		AAA	12x12 cm.	Tomas
0002		BBB	16x16 cm.	Tomas
0003		CCC	20x20 cm.	Tomas

Record key: Enter the name as a character string (Can be not entered)

Record value: Enter as string (Can be not entered)

Field name: Enter as string (Can be not entered)

Field type: Define the field type to be associated with each input cluster, and set the input format according to the type as follows.

text: character string

date: yyyy/MM/dd format

time: hh:mm

numeric: numeric

bool: TRUE / FALSE

Setting record information: Setting image information

Image field name: Enter as a character string.
(Can be not entered)

Field name : Enter the name of the image file
(Can be not entered)

Image01	Image02	Image03
Image		
Product A.jpg		
Product B.jpg		
Product C.jpg		

5 After entering a value in a cell, perform the operation save.

Load <- uptake from CSV file

Save <- Create CSV file.

Click the save button

Save

Yes No

If there is an invalid input value, a message will be displayed and the cell

Enter the file name of the output destination.

Save As

File name: Test Sumitomor.csv

Save as type: CSV file(*.csv)

Authors: ConMas i-Reporter Tags: Add a tag Title: Add a title

Save Cancel

Name	Date modified	Type	Size
userCustomMasterCsv.csv	27/3/2568 11:49	Microsoft Excel C...	4 KB
Sumitomo	27/3/2568 16:08	File folder	
Master Manager	27/3/2568 11:48	File folder	
NTN Manufacturing	27/3/2568 10:42	File folder	
FNTC	27/3/2568 10:37	File folder	
Bong	24/3/2568 10:14	File folder	
Picture for Costom menu	18/3/2568 8:41	File folder	

6 Upload CSV

6.1 Place the imported CSV and the target image file in the same folder.

Master

Downloads > Sumitomo > Image master > Master

Name	Date modified	Type	Size
Product A.jpg	10/1/2568 11:10	JPG File	1,530 KB
Product B.jpg	10/1/2568 11:10	JPG File	1,536 KB
Product C.jpg	10/1/2568 11:11	JPG File	1,526 KB
Test Sumitomor.csv	27/3/2568 16:47	Microsoft Excel C...	5 KB

6.2 Select multiple imported CSV and image files and perform Zip compression.

Master

Downloads > Sumitomo > Image master > Master

Name	Date modified	Type	Size
Product A.jpg	10/1/2568 11:10	JPG File	1,530 KB
Product B.jpg	10/1/2568 11:10	JPG File	1,536 KB
Product C.jpg	10/1/2568 11:11	JPG File	1,526 KB
Test Sumitomor.csv	27/3/2568 16:47	Microsoft Excel C...	5 KB
Master Sumitomo.zip	27/3/2568 17:19	Compressed (zipp...	3,856 KB

6.3 Upload the created CSV_ZIP to Manager. Click the Manager menu "Master Manager" -> "Master maintenance" button to display the maintenance screen.

ConMas Manager

Subscription ends : 2025/12/31
I-Repo Scan Subscription ends : 2025/04/30

Logged-in : ユーザーさん0.1 [Logout]
Version 8.1.25020

Forms Documents Data Output Doc. Import Labels Library Schedule **Master Manager** Custom menu Binder System

Close all | Open all

CSV

Not indicate exported one

Displayed number 20 1 / 4 (67) Last

ID	Master name	Master key	Availability to save on tablet	Term of validity	Registration date and time	Registrant	Last update date and time	Last updated by
152	Sumitomo case	Sumitomo case	Available		2025/03/24 12:39	ユーザーさん0.1	2025/03/24 12:39	ユーザーさん0.1
140	LINE DATA - GD	LINE DATA - GD	Available		2025/02/28 15:28	ユーザーさん0.1	2025/03/11 18:57	ユーザーさん0.1
151	DT Master-HUR process	DT Master-HUR process	Available		2025/03/11 18:10	ユーザーさん0.1	2025/03/11 18:10	ユーザーさん0.1
150	DT Master-Assy process	DT Master-Assy process	Available		2025/03/11 18:10	ユーザーさん0.1	2025/03/11 18:10	ユーザーさん0.1
141	LINE DATA - ASSY	LINE DATA - ASSY	Available		2025/03/11 18:10	ユーザーさん0.1	2025/03/11 18:10	ユーザーさん0.1
142	LINE DATA - HUR	LINE DATA - HUR	Available		2025/03/11 18:10	ユーザーさん0.1	2025/03/11 18:10	ユーザーさん0.1
149	LINE DATA	LINE DATA	Available		2025/03/11 18:10	ユーザーさん0.1	2025/03/11 18:10	ユーザーさん0.1
148	NG Master-HUR	NG Master-HUR	Available		2025/03/11 18:10	ユーザーさん0.1	2025/03/11 18:10	ユーザーさん0.1
147	NG Master-Assy	NG Master-Assy	Available		2025/03/10 13:43	ユーザーさん0.1	2025/03/10 13:43	ユーザーさん0.1
146	NG Master-Grinding	NG Master-Grinding	Available		2025/03/10 12:34	ユーザーさん0.1	2025/03/10 12:34	ユーザーさん0.1
145	DT Master	DT Master	Available		2025/03/10 12:14	ユーザーさん0.1	2025/03/10 12:14	ユーザーさん0.1
144	DT Master-Grinding process	DT Master-Grinding process	Available		2025/03/10 12:14	ユーザーさん0.1	2025/03/10 12:14	ユーザーさん0.1
143	TC or Fin Plan use code	TC or Fin Plan use code	Available		2025/03/01 18:38	ユーザーさん0.1	2025/03/01 18:38	ユーザーさん0.1
139	Assy MASTER	Assy MASTER	Available		2025/02/28 13:11	ユーザーさん0.1	2025/02/28 13:11	ユーザーさん0.1
138	HUR MASTER	HUR MASTER	Available		2025/02/28 13:11	ユーザーさん0.1	2025/02/28 13:11	ユーザーさん0.1
137	GD MASTER	GD MASTER	Available		2025/02/28 13:11	ユーザーさん0.1	2025/02/28 13:11	ユーザーさん0.1
136	[HUB GD] LINE DATA	[HUB GD] LINE DATA	Available		2025/02/28 12:27	ユーザーさん0.1	2025/02/28 12:27	ユーザーさん0.1
131	Anneal New-Daily	Anneal New-Daily	Available		2025/02/25 15:33	ユーザーさん0.1	2025/02/27 18:51	ユーザーさん0.1
135	Production Monitoring(NTN)	Production Monitoring(NTN)	Available		2025/02/25 17:47	ユーザーさん0.1	2025/02/25 17:47	ユーザーさん0.1
133	Washing-Daily	Washing-Daily	Available		2025/02/25 16:13	ユーザーさん0.1	2025/02/25 16:13	ユーザーさん0.1

Label Issue Label Delete

Displayed number 20 1 / 4 (67) Last

Select "CSV_ZIP" as the file format.
*When not setting an image in the image field, The file format is "CSV"

ConMas Manager

Subscription ends : 2021/12/31

Logged-in : user [Log-out]
Version 8.0.21120

Forms Documents Data Output Doc. Import Labels Library Schedule Master Manager Custom menu Binder System

BACK

Master maintenance

Upload from CSV

File format CSV

Encoding UTF-8

Label location setting

Choose File

In process (1 / 1)

Confirm

Creating forms document on ConMas Designer app.

Save in Published Save in Test Output xml of form Exit without saving Hide sheet view Maximize screen size Output Excel of form

Enlargement FIT

Cluster mode

PUT IN

SELECT

Fix

NETWORK

COPY

Document copy setting

Custom master settings

Bar code breakup setting

Device code breakdown

HAND TOOL

PREVIEW

Change the name of cluster

Table information

Group ID Setting

Auto Group ID Setting

Specify Group ID

COPY

LONGWAYS

SIDWAYS

SHEET INFO. SETTING

All sheet copiable

All sheet not copiable

i-Reporter form

Date of issue

Cluster1

Machine

Input parameter setting Cluster Remarks

Name Cluster1

Type Action

When existing document is copied

When existing document is copied

Display for iPhone list type

Focus on the cluster

Coordination master table

Character string of button display

Wrap text and display all

Display all reducedly without wrap

Specify number of line

Character string of button layout

Center

Vertical character arrangement

Center

Font setting of button

Arial

Button character size

12

Button character width

Normal

Button character color

Black

Automatic character size adjustment

Use for Windows app version.

Action type Sheet Jump

Sheet No which jumped to 2

Save current settings

OK

Cancel

Machine & Product:

- Action type = Select 'Sheet Jump'
- Sheet No which jumped to = The page you want to open
Ex. Machine jumped to "2",
Product jumped to "3"

Bar code divide comma separated type

☒ Comma separated ☐ Tab separated ☐ Byte count separated ☐ GS1-128

Encode
shift_jis

OK Cancel

Machine name
Machine number
Brand/Model
Manufacturing Company
Area

Picture

Setting Bar code:

- Select MODE 'Bar code breakup setting'
- Double click on the 'Machine name' box
- Select Type bar code 'Comma separated' and press 'OK'

2

i-Reporter form sample (Barcode, Master, Action, Copy function)

Machine sheet

Machine name	Cluster0 (Divide from)
Machine number	Cluster1 (Divide to)
Brand/Model	Cluster2 (Divide to)
Manufacturing Company	Cluster3 (Divide to)
Area	Cluster4 (code)

Bar code divide setting

OK Cancel

Setting Bar code:

Click on the Bar code divide setting box in order, starting from the 1st order, then click on the box data that you want to display bar code data in the 1st order, do this until all the boxes that you have prepared are complete. The pink box will be the QR Code scan box and you want the data to appear in that box first, so the 1st order is the setting at Machine name box in the blue box section, which will be the box where the QR Code will automatically display data in order.

3

i-Reporter form sample (Master, Bar)

Product sheet

Product Code: Cluster0
Product Name: Cluster1
Product Size: Cluster2
Supplier name: Cluster3

Total Received NG

Concatenate the value of above cluster

Input parameter setting

Name: Cluster0
Type: Select master

When existing document is copied
Value of cluster is not copied.
Enable the default display setting.

Display for iPhone list type
Focus on the cluster
Adapt to this cluster.

Coordination master table
Not available to change cluster type of master cluster which has already been set as data relationship.

Record acquisition destination: Master Gateway linkage

Test Sumitomo
Product Code

Choose master
Choose field

Text alignment: Center
Vertical character arrangement: Center
Font: Arial
Font size: 12
Boldness: Normal
Font color: Black
Automatic character size adjustment: ☒
Restriction: ☐ Mandatory input
Search method: Partial match Perfect match

Save current settings OK Cancel

Setting Master:

Click on the 'Product Code' field to select the Master and select the data usage in the 'Product Code' field.

4

Select custom master table

Select master Cancel

ID	Custom master name	Custom master key	Availability of storage in table
119	Test Sumitomo	Test Sumitomo	Available
117	Master SCMP	Master SCMP	Available
115	Production Monitoring	Production Monitoring	Available
114	NTPT test 02	NTPT test 02	Available
113	NTPT test 01	NTPT test 01	Available
112	Inspection Master	Key009	Not available
110	Image master	Image master	Available
108	TEST	AD001	Available
4	MC No MMR	MCNo	Available
31	Working time	Working time	Not available
32	Target NG	Target NG	Not available
33	Processing time	Processing time	Not available
34	Operator List NTPT	Operator List NTPT	Not available
35	Machine Name	Machine Name	Not available
36	Efficiency	Efficiency	Not available
44	Cycle time	Cycle time	Not available
45	Code Detail of problem	Code Detail of problem	Not available
46	Code Detail of cause	Code Detail of cause	Not available
47	Break time	Break time	Not available
92	Daily Check List 1 Master NTPT PTD-1.2	Daily Check List 1 Master NTPT PTD-1.2	Not available
93	Daily Check List 2 Master NTPT PTD-1.2	Daily Check List 2 Master NTPT PTD-1.2	Not available
96	Daily Check List 1 Master NTPT PTD-3.4.6	Daily Check List 1 Master NTPT PTD-3.4.6	Not available

Select parent field

Test Sumitomo Last update date:2025/01/14 15:05:52

Field name	Select
Product Code	<input checked="" type="checkbox"/>
Product name	<input type="checkbox"/>
Product size	<input type="checkbox"/>
Supplier name	<input type="checkbox"/>

Hide configured fields. OK Cancel

i-Reporter form sample (Master, Barcode, Action, Copy function)

Product sheet

Product Code: Cluster0 (Parent)

Product Name: Cluster3

Product Size: Cluster5

Supplier name: Cluster4

Picture: Cluster1

Total Received	NG	Total Product
Cluster2	Cluster6	Cluster7

Custom master settings

Cluster name: Cluster2

Type of cluster: Keyboard

Last update date: 2023/01/14 15:05:52

Product sheet

Product Code: Cluster0

Product Name: Cluster3

Product Size: Cluster5

Supplier name: Cluster4

Total Received: Cluster2

NG: Cluster6

Total Product: Cluster7

Concatenate the value of above cluster

QR code generation

Setting Master:

Change the mode to 'Custom master setting'. The fields where we have set the Master will be green. Click on the green fields to turn them into pink. Then click on the fields where you want the Master data to be automatically displayed and select the data set to match that field. An example of where you want the data to be displayed according to the selected Master is the Product Name, Product Size, Supplier name, and Picture fields.

5

Select and fill in all fields of the data set you want. The Master data set list will be displayed on the left sidebar. To delete, right click and select 'Release parental relation in

Input parameter setting

Name: Cluster9

Type: Action

When existing document is copied: Value of cluster is not copied.

When existing document is copied: Enable the default display setting.

Display for iPhone list type: Hide for iPhone list type.

Focus on the cluster: Start up as input wait state.

Coordination master table: Adapt to this cluster.

Character string of button layout: Center

Vertical character arrangement: Center

Font setting of button: Arial

Button character size: 12

Button character width: Normal

Button character color: Black

Automatic character size adjustment: ☒

Use for Windows app version: ☐

Action type: QR code generation

Calculation cluster to be referred: S3C8

Image cluster to be output destination: S3C10

Whether the confirmation message displays when generated: ☐

Save current settings: ☐

OK Cancel

Machine & Product:

- Action type = Select 'QR code generation'
- Calculation cluster to be referred = Ex. S3 = Sheet no. C8 = Cluster8 (Concatenate the value of above cluster)
- Image cluster to be output destination = Ex. S3 = Sheet no. C10 = Cluster10

6

Form information and Setting

Create new form from image file

Create a new form from EXCEL file

Import Excel form referring to EXCEL.COM

Create new form from PDF,TIFF,GIF

Create from the record of this form

Cancel

Name of form: [ID:-1]

i-Reporter form sample

Automatic document naming: i-Reporter form sample

PREVIEW SETTING

Convert from xls to xlsx: Yes No

Whether to display the confirmation message for re-numbering Cluster: Yes No

Save document on Server to Local DB: Delete without saving Saving

Biometric authentication is required when inputting: No Yes

Identity verification at the time of approval on the approval cluster: No Yes

Rename the document at every save timing: No Yes

Document name: Editable on iPad: Not allowed to edit

Input by iPhone: Select by iPhone Form type List type

Allow to save form on local storage: No Yes

Set up document naming

- Setting
- Rename the document at every save timing

7

Ex.

Automatic naming setting

Info. of Document

Type	Value
Value of cluster	1.0
Arbitrary character	-
Value of cluster	1.5
Arbitrary character	-
Value of cluster	1.6
Arbitrary character	-
Info. of Document	Name of form

OK Cancel

* Value of cluster (1,0) 1=sheet page 0=Cluster to be displayed on document name.
0 = Date
5 = Product code
6 = Product name

Creating forms document on Excel file

Select kind of cluster

Title	Cluster type
Date	Date
Product code	Select master
Product name	Keyboard
Supplier name	Keyboard
Receive	Numerical number
Uses	Numerical number
Reject	Numerical number
Return	Calculation formula
Remark	Keyboard
Save	Action

[illegible]

3.i-Reporter form sample (Data Coordination Table Function).xls

File Home Insert Page Layout **1** Data Review View **2** Add-ins Help

Cluster extraction Select kind of cluster Judgement setting **3** Table setting

ConMas i-Reporter

B4

Product daily report
(Data Coordination Table Function)

Date : **4**

Product code : **5**

Product name : **6**

Supplier name : **7**

Receive(pcs.) **3** **Return(pcs.)**

Click to select the data fields

Remark :

Table setting

List of Table

4 Table setting

Table number 1

Table name Date

Output to linkage table **6**

Column name Date

Column key F_001

Column type Date

Cluster type 1

Row name Date: 1 Date

Enter a table **5**

Enter a column name **7**

After pressing save, a list of tables will **8**

Reload Delete Save Cancel

Cluster extraction Select kind of cluster Judgement setting Table setting

ConMas i-Reporter

A9

Product daily report
(Data Coordination Table Function)

Date : **1**

Product code : **2**

Product name : **3**

Supplier name : **4**

Receive(pcs.) **Uses(pcs.)** **Reject(pcs.)** **Return(pcs.)**

Page 1

Remark :

Table setting

List of Table

1. Date

2. Product code

3. Product name

4. Supplier name

5. Description

Table setting

Table number 5

Table name Description

Output to linkage table ☒

Column name	Receive(pcs.)	Uses(pcs.)	Reject(pcs.)	Return(pcs.)
Column key	F_001	F_002	F_003	F_004
Column type	Number	Number	Number	Number
Cluster type	Numerical number	Numerical number	Numerical number	Calculation formul

Row name Description 1 Receive 2 Uses 3 Reject 4 Return

In the table data set, you can drag the entire table and press the Table setting button.

Reload Delete Save Cancel

Table setting

List of Table

1. Date

2. Product code

3. Product name

4. Supplier name

5. Description

6. Remark

Table setting

Table number

Table name

Output to linkage table ☐

Column name

Column key

Column type

Cluster type

Row name 1

Reload Delete Save Cancel

Example of setting up a table.
When finished, press close, then
press save document to
continue managing the
document in ConMas Designer.

Creating forms document on ConMas Designer app.

Input parameter setting

Name: Save

Type: Action

When existing document is copied: ☐ Value of cluster is not copied. ☐ Enable the default display setting.

Display for iPhone list type: ☐ Hide for iPhone list type. ☐ Start up as input wait state. ☐ Adapt to this cluster.

Character string of button layout: Center

Vertical character arrangement: Center

Font setting of button: Arial

Button character size: 16

Button character width: Normal

Button character color: Black

☒ Automatic character size adjustment

☐ Use for Windows app version.

Action type: Server connecting menu

Server connecting menu: Save to server and finish editing (continue)

Save current settings: ☐

OK Cancel

Save:

- Action type = Select 'Server connecting menu'
- 'Server connecting menu' = Save to server and finish editing (continue)

Import the file of form xml

TOP

Designer Form Information and Setting Automatic numbering rule Daily report--Weekly-Monthly report i-Repo Scan settings

System key 2: Displayed value of cl.

System key 3: Displayed value of cl.

System key 4: Displayed value of cl.

System key 5: Displayed value of cl.

Recording cluster data format: ☒ wav ☐ m4a

Auto. File output at document completed: ☐ No ☒ Yes (according to system settings) ☐ Yes (Set individually)

Auto. File output at document saving as editing: ☒ No ☐ Yes (according to system settings) ☐ Yes (Set individually)

Output the trail at PDF output: ☒ No ☐ Yes

Generate table for linkage (For BL, etc): ☒ No ☐ Yes

Output target of "Specify items":
- Clusters with "Output to linkage table" checked on the input parameter setting screen
- Table with "Output to linkage table" checked in table settings of EXCEL COM Add-in
There are precautions for using "All items". Please refer to the manual for details.

Use document copy function: ☒ No ☐ Yes

Prohibit to re-edit the cluster value that has been saved once: ☒ No ☐ Yes

Mutual exclusion for a created document (If the same cluster is entered, overwrite by the one saved later): ☐ No ☒ Yes

System coordination: Automatic form creation: ☒ No ☐ Yes Auto. data acquisition for the items of SINGLE/MULTIPLE-CHOICE: ☒ No ☐ Yes

Set this form as sorting form: ☒ No ☐ Yes

Coordination with sorting form: Cooperated sorting form ID: Single choice cluster for cooperated sorting:

Form Information and Setting:

- Generate table for linkage (For BL, etc) = 'Yes' and select 'All items'

Example Data Coordination Table Function on ConMas Manager

ConMas Manager

Subscription ends : 2025/12/31
i-Repo Scan Subscription ends : 2025/04/30

Logged-in : ユーザーさん0.1 [Logout]
Version: 8.1.25020

FormsDocumentsData OutputDoc. ImportLabelsLibraryScheduleMaster ManagerCustom menuBinderSystem

Close all | Open all
All
No Label
CVJ SECTION
 ▶ 1. 部品検査票 (Daily Sheet)
 ▶ Out Board
 ▶ PRO-1,2,3,4,5
 ▶ PTO-1,2
 ▶ PTO-3,4,6
 ▶ PTO-5,8,9
 ▶ From Cotter hole
 ▶ From Key way
 ▶ PTO-7
 ▶ 部品検査 (Production Daily)
 ▶ HAYAKAWA

Select forms for data output

Display all

ID	Form name	Original ID	REV	Automatic	Registration date and time	Registrant	Last update date and time	Last updated by
1010	i-Reporter form Outo-MINEREA MinerEA-Logbook	983	7	No	2025/02/19 10:28	ユーザーさん0.1	2025/02/19 10:28	ユーザーさん0.1
986	A-Daily check sheet for Auto Welding Machine Welding Logbook	980	4	No	2025/02/10 10:56	ユーザーさん0.1	2025/02/10 10:56	ユーザーさん0.1
962	3.i-Reporter form sample (Data Coordination Table Function)	961	2	No	2025/01/23 12:09	ユーザーさん0.1	2025/01/23 12:09	ユーザーさん0.1
960	2.i-Reporter form sample (Barcode, Master, Action function)	960	1	No	2025/01/22 17:20	ユーザーさん0.1	2025/01/22 17:20	ユーザーさん0.1
959	1.i-Reporter form sample (NETWORK setting (more), Toggle, Multiple choice, Copy function)	959	1	No	2025/01/22 13:12	ユーザーさん0.1	2025/01/22 13:12	ユーザーさん0.1
958	Flow approved	958	1	No	2025/01/14 17:22	ユーザーさん0.1	2025/01/14 17:22	ユーザーさん0.1

PublishedSheetSetBookNext

Go linkage view

ConMas Manager

Subscription ends : 2025/12/31
i-Repo Scan Subscription ends : 2025/04/30

Logged-in : ユーザーさん0.1 [Logout]
Version: 8.1.25020

FormsDocumentsData OutputDoc. ImportLabelsLibraryScheduleMaster ManagerCustom menuBinderSystem

BACK

Select linkage view

▼ Form ID:962 Form name:3.i-Reporter form sample (Data Coordination Table Function)

Display number 20

Type	View physical name	Table name
Single form type	view_report_961	
Table type	view_report_961_1	Date
Table type	view_report_961_2	Product code
Table type	view_report_961_3	Product name
Table type	view_report_961_4	Supplier name
Table type	view_report_961_5	Description
Table type	view_report_961_6	Remark

Display number 201 / 1 (7)

ConMas Manager

Subscription ends : 2025/12/31
i-Repo Scan Subscription ends : 2025/04/30

Logged-in : ユーザーさん0.1 [Logout]
Version: 8.1.25020

FormsDocumentsData OutputDoc. ImportLabelsLibraryScheduleMaster ManagerCustom menuBinderSystem

Back to view selection

View:view_report_961

▼ Extraction condition

Conditions1	
Conditions2	
Conditions3	
Conditions4	
Conditions5	
Conditions6	
Conditions7	
Conditions8	
Conditions9	
Conditions10	

SearchSaveClear

▼ MotionBoard Cloud linkage setting

NoYesEncoding : [shift_jis]

Apply when saving in editing

Data storage nameview_report_961

SaveTest sending

▼ Preview

CSVSQLEncoding : [utf-8]

Document IDLast updated byLast update date and timeDateProduct codeProduct nameSupplier nameReceiveUsesRejectReturnRemark

365	user01	1/23/2025 12:10:44 PM	1/23/2568 12:00:00 AM	0001	AAA	Tomas	1200	800	1	999	Test by oil
366	user01	1/23/2025 12:11:38 PM	1/24/2568 12:00:00 AM	0002	BBB	Tomas	1300	200	0	1100	Test by oil(2)

Display number 201 / 1 (2)

Data can be exported.

- Check box operation at the right of the screen: Check batch operation in a horizontal row

Group	Form			Document				
	Refer	Edit	Delete	Refer	Issue	Edit	Delete	
グループ1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
一般ユーザー	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
管理者	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
課長group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Check box operation in the upper right corner of the screen: All checks are batch operations.

Group	Form			Document				
	Refer	Edit	Delete	Refer	Issue	Edit	Delete	
グループ1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
一般ユーザー	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
管理者	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
課長group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Set “what group” to which “right” is given for the corresponding template form

Current authority group:

Authority group settings when the document is issued.	Same as setting of the form.
---	------------------------------

Group	Form			Document			
	Refer	Edit	Delete	Refer	Issue	Edit	Delete
Group A							
Group1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Group1/WorkerA							
ManagerA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Form

- **Refer**
Manager, Designer authority to reference the corresponding forms
- **Edit**
Manager, Designer authority to edit the corresponding forms
- **Delete**
Manager the right to delete the corresponding forms

Document

- **Refer** : In i-Reporter, Manager, authority to reference the input document created from this template form.
- **Issue** : In i-Reporter, Manager authority to create a new input document from this template form.
- **Edit** : In i-Reporter, Manager authority to edit the input document created from this template form.
- **Delete** : In Manager, the authority to delete the input document created from this template form.

6. Setting approved (System menu)

Enable this function for all forms (common setting)

You can set the applicant edit lock function for the entire system by selecting → Common Master from the menu "System".

The applicant edit lock function is enabled for all forms.

*If set for the entire system, the form definition settings will be ignored.

1. Select "IPAD_SETTING" from the common key.
 2. Change the common item name "USE_APPLICANT_LOCK" from "0" to "1".
- "0" : Disabled) No system-wide settings (default)
"1" : Enabled) Enable applicant edit lock for the entire system

Common master list

① select IPAD_SETTING

No	Common key	Common item index	Common item name	Common item value	Locale
0	IPAD_SETTING	0	SAVE_LOCAL_CAMERA_IMAGE	0	
1	IPAD_SETTING	1	AUTO_CUSTOM_MASTER_UPDATING	0	
2	IPAD_SETTING	2	USE_APPLICANT_LOCK	0	

② Set this line.

Edit common master

Common key: IPAD_SETTING
Common item index: 2
Common item name: USE_APPLICANT_LOCK
Common item value: 1
Locale: [v]
Common item value: 1

③ Set from 0 to 1.

Confirm Cancel

Enable applicant edit lock mitigation mode

The settings are enabled in the Common Master of System.

- Common key "IPAD_SETTING"
- Common item name "APPLICANT_LOCK_TYPE"
- Common item value "0": Normal "1": mitigation mode
- * The default is "0"

Common master list

IPAD_SETTING

No	Common key	Common item index	Common item name	Common item value	Locale
0	IPAD_SETTING	0	SAVE_LOCAL_CAMERA_IMAGE	0	
1	IPAD_SETTING	0	AUTO_CUSTOM_MASTER_UPDATING	0	
2	IPAD_SETTING	2	USE_APPLICANT_LOCK	1	
3	IPAD_SETTING	3	DOWNLOAD_PUBLIC_DEFINITION_MODE	0	
4	IPAD_SETTING	5	INTERNAL_IMAGE_FORMAT	png	
5	IPAD_SETTING	6	RESPONSE_MESSAGE_MODE	0	
6	IPAD_SETTING	6	APPLICANT_LOCK_TYPE	0	
7	IPAD_SETTING	7	LONG_MESSAGE_MODE	n	

Edit icon

Refer common master

Common key: IPAD_SETTING
Common item index: 6
Common item name: APPLICANT_LOCK_TYPE
Common item value: 0
Locale: [v]

Edit common master

Common key: IPAD_SETTING
Common item index: 6
Common item name: APPLICANT_LOCK_TYPE
Common item value: 0
Locale: [v]

Confirm Cancel

Common key: IPAD_SETTING
Common item index: 6
Common item name: APPLICANT_LOCK_TYPE
Common item value: 1
Locale: [v]

Confirm Cancel

"0":normal
"1":enable

Enable automatic network application

In the menu "System" -> "Common Master", enable the automatic network application function or the entire system.

*There is no individual setting for each Forms.

1. Select "AUTO_APPLY_SETTING" from the common key.
2. Change the common item name "MANAGER_ENABLE" from "0" to "1" to make it effective for the entire system.

The image shows two screenshots from a software interface. The top screenshot, titled 'Common master list', displays a table with columns: No, Common key, Common item index, Common item name, Common item value, and Locale. A blue callout box labeled '① Select AUTO_APPLY_SETTING' points to a dropdown menu in the top right corner that has 'AUTO_APPLY_SETTING' selected. A green dashed box highlights the first row of the table, which contains the values: No: 0, Common key: AUTO_APPLY_SETTING, Common item index: 0, Common item name: MANAGER_ENABLE, Common item value: 1, and Locale: (empty). A blue callout box labeled '② Set this row.' points to this first row. The bottom screenshot, titled 'Edit common master', shows a form with fields for Common key, Common item index, Common item name, Common item value, and Locale. The 'Common key' field is set to 'AUTO_APPLY_SETTING', 'Common item index' is '0', and 'Common item name' is 'MANAGER_ENABLE'. The 'Common item value' field is currently set to '0' and is highlighted with a green dashed box. A blue callout box labeled '③ set the value from 0 to 1.' points to this field. To the right of the form, there is a separate input field labeled 'Common item value' which contains the number '1'. At the bottom of the form are 'Confirm' and 'Cancel' buttons.

No	Common key	Common item index	Common item name	Common item value	Locale
0	AUTO_APPLY_SETTING	0	MANAGER_ENABLE	1	

Common master list

① Select AUTO_APPLY_SETTING

② Set this row.

Common key: AUTO_APPLY_SETTING

Common item index: 0

Common item name: MANAGER_ENABLE

Common item value: 0

Locale: [dropdown]

Confirm Cancel

③ set the value from 0 to 1.

Common item value: 1

7. Locking signature fields for individuals by group (Forms menu)

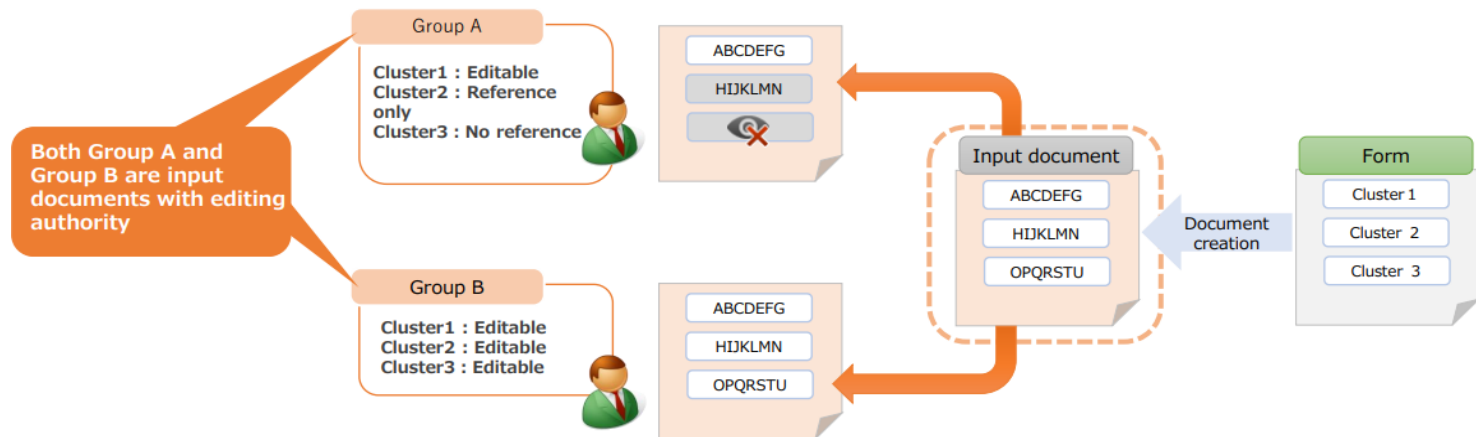
Authority for Clusters

The following authority can be set for each cluster

- ◆ Editable: Enter values in the cluster and check the entered values
- ◆ Reference only: Cannot enter values in the cluster, but you can check the entered values
- ◆ No reference : Cannot enter values in the cluster, nor can you confirm the value(s) entered.

* An “approved cluster” cluster type means the following.

* Editable → Can be approved * Reference only → Applicable *No reference → Cannot perform any operations



Authority for Clusters : Setting

ConMas Manager

Logged-in

Forms Documents Data Output Doc. Import Labels Library Schedule Master Manager Custom n

BACK Form name : Machine Operation Report

Basic information
1:Daily Working Report
Notification message setting
Label
Form
Document
Authority
Form / Document
Cluster
1:Daily Working Report
Voice recognition dictionary setting

Sheet form ID 1044
Name of sheet form Daily Working Report
Sheet No.
Auto. data acquisition for choices

▼Authority cluster

No.	Cluster name	Type	Editable	Reference only	No reference
0	Cluster0	Date	No role settings		
1	Cluster1	KeyboardText	No role settings		
2	Cluster2	Calculate	No role settings		
3	Cluster3	KeyboardText	No role settings		
4	Cluster4	SelectMaster	No role settings		
5	Cluster5	Calculate	No role settings		
6	Cluster6	KeyboardText	No role settings		
7	Cluster7	Select	No role settings		
8	Cluster8	KeyboardText	No role settings		
9	StartTime	Time	No role settings		
10	EndTime	Time	No role settings		
11	Cluster11	Time	No role settings		
12	Cluster12	Time	No role settings		
13	Cluster13	Time	No role settings		
14	Cluster14	Time	No role settings		

① Click the sheet name under "Cluster"

② Can check permission settings for each cluster.

▼ Authority cluster



				Group		
<input type="checkbox"/>	No.	Cluster name	Type	Editable	Reference only	No reference
<input type="checkbox"/>	0	Cluster0	Date	8 : Group1/WorkerA 3 : ManagerA 11 : ManagerB	10 : Group A 12 : ManagerB/WorkerB	1 : Group1 4 : ManagerA/Team Leader 5 : ManagerA/Team Leader/Worker
<input type="checkbox"/>	1	Cluster1	KeyboardText	10 : Group A 1 : Group1 3 : ManagerA 11 : ManagerB	5 : ManagerA/Team Leader/Worker 12 : ManagerB/WorkerB	8 : Group1/WorkerA 4 : ManagerA/Team Leader
<input type="checkbox"/>	2	Cluster2	Calculate	10 : Group A 1 : Group1	8 : Group1/WorkerA 11 : ManagerB 12 : ManagerB/WorkerB	3 : ManagerA 4 : ManagerA/Team Leader 5 : ManagerA/Team Leader/Worker
				"Editable" For target clusters, groups with editable permission settings are displayed. *In the case of an approval cluster, "Approving group" is set.	"Reference only" For target clusters, cannot be edited, but groups that can be referenced are displayed. *In the case of an approval cluster, set "group(s) that will apply"	"No reference" For target clusters, groups that cannot be referenced are displayed. *In the case of an approval cluster, add "Group that does not perform any operation of application approval" here

▼ Authority cluster

① Check

				Group		
<input type="checkbox"/>	No.	Cluster name	Type	Editable	Reference only	No reference
<input type="checkbox"/>	0	Cluster0	Date	8 : Group1/WorkerA 3 : ManagerA 11 : ManagerB	10 : Group A 12 : ManagerB/WorkerB	1 : Group1 4 : ManagerA/Team Leader 5 : ManagerA/Team Leader/Worker
<input type="checkbox"/>	1	Cluster1	KeyboardText	10 : Group A 1 : Group1 3 : ManagerA 11 : ManagerB	5 : ManagerA/Team Leader/Worker 12 : ManagerB/WorkerB	8 : Group1/WorkerA 4 : ManagerA/Team Leader

② Click

③ Set permission for each group separately

▼ Another group permission settings

Non-setting group
 Group Name

 Group A
 ManagerB/WorkerB

Authorized group for editing
 Group Name

 Group1/WorkerA
 ManagerA
 ManagerB

Non-referable group
 Group Name

 Group1
 ManagerA/Team Leader
 ManagerA/Team Leader/Worker

Group(s) with “No” cluster permission setting

For groups that belong here with “reference only” settings, only when there is no setting in the editable group, and if there are settings for editable groups with the same authority as “editable.”

In the case of approval cluster “Applicant group”

Non-setting group

Group Name

Search

Select all

Deselect all

Group A

ManagerB/WorkerB

Authorized group for editing

Group Name

Search

Select all

Deselect all

Group1/WorkerA

ManagerA

ManagerB

Add →

← Delete

Non-referable group

Group Name

Search

Select all

Deselect all

Group1

ManagerA/Team Leader

ManagerA/Team Leader/Worker

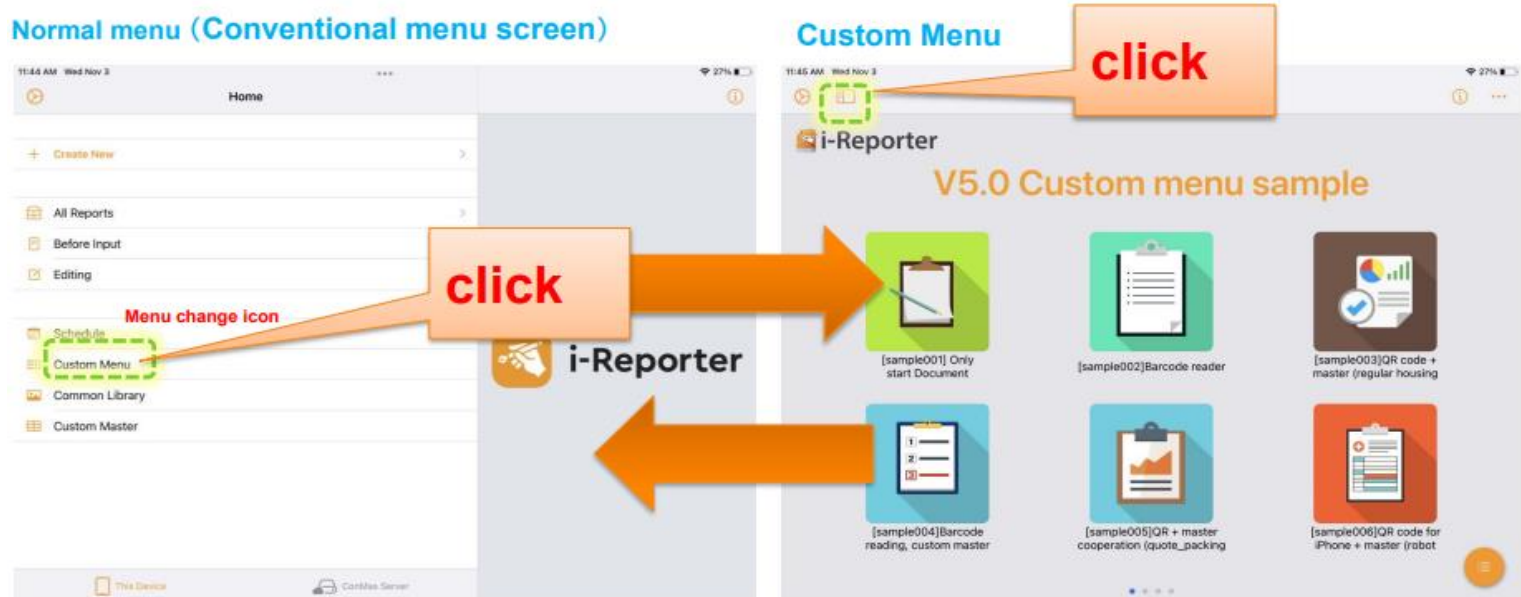
Add →

← Delete

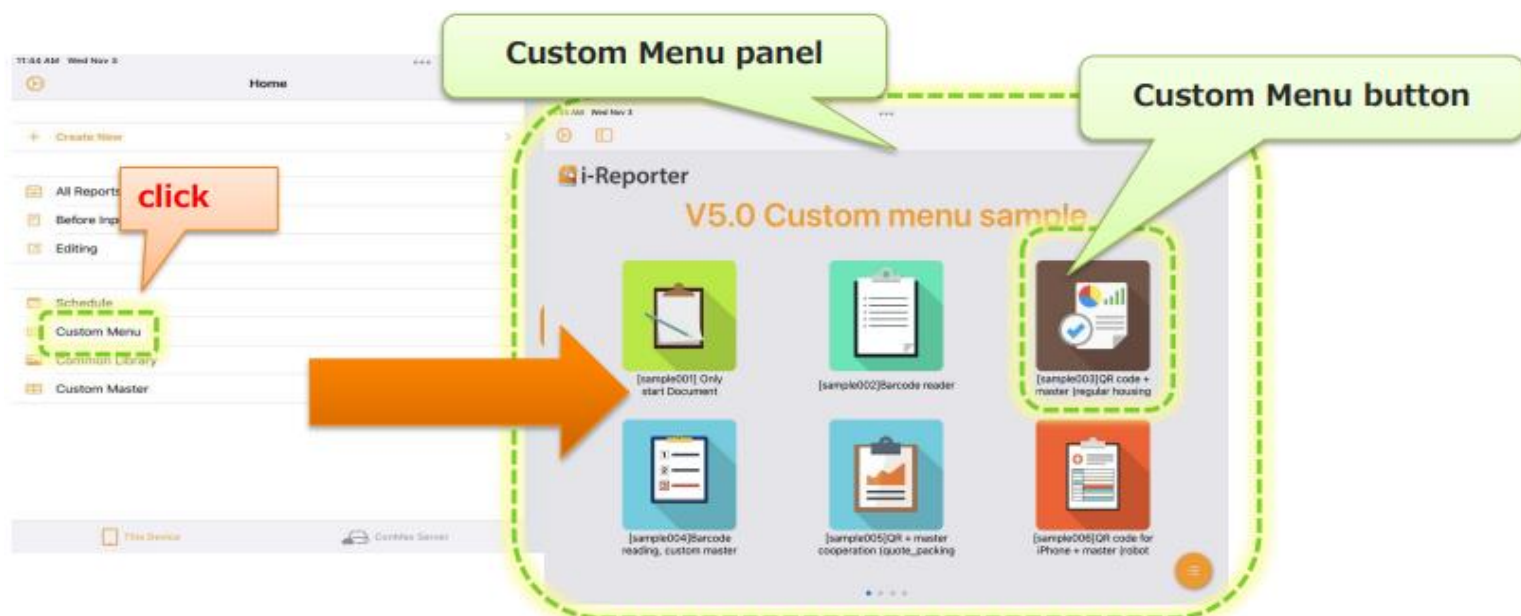
In the case of approval cluster “Approver group”

8. Custom menu

- ◆ This is a business menu that can be set by the user. You can place 6 businesses.
- ◆ Custom menu is set by the user in the Manager.
It's automatically delivered to iPad and iPhone which has been set to Custom menu.
- ◆ You can click the menu change icon to switch to the conventional menu (Normal menu).

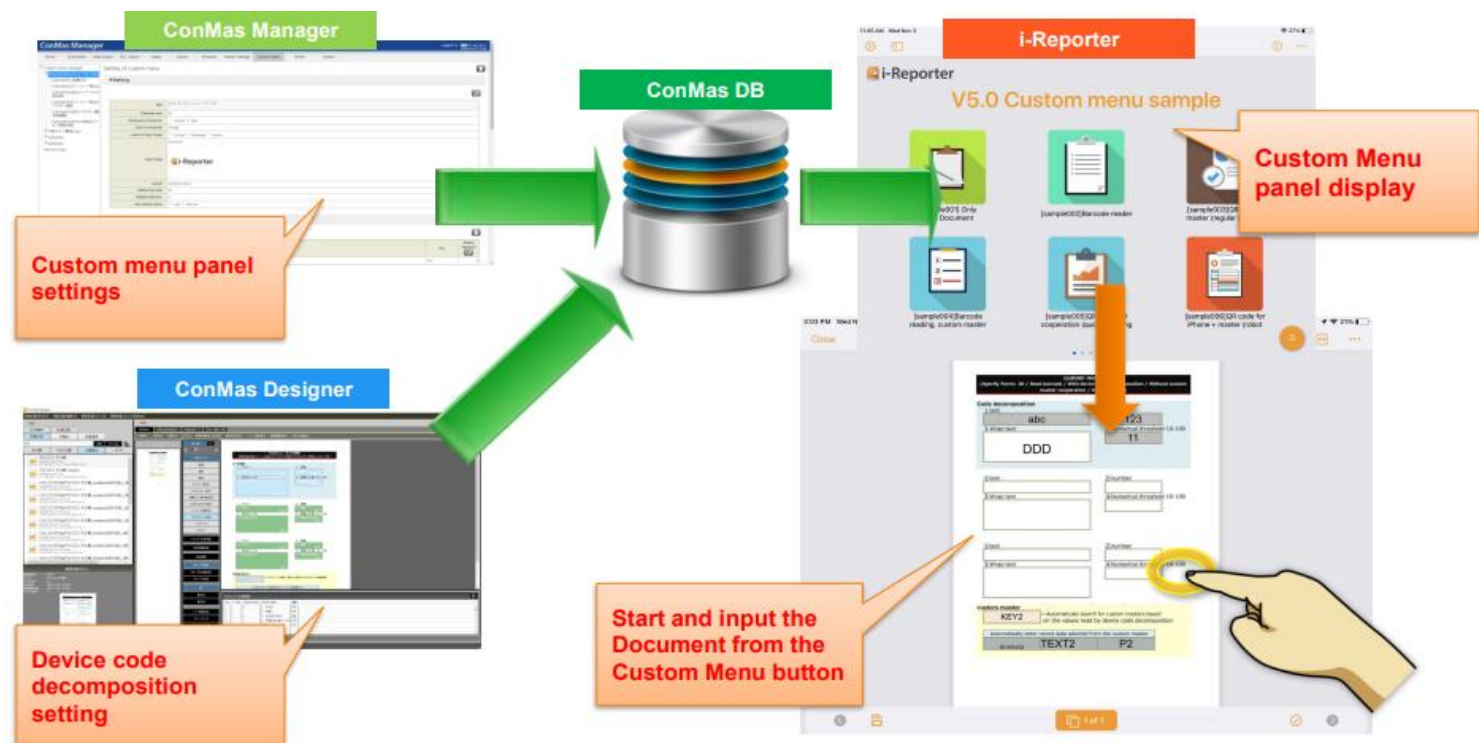


- ◆ The user can freely set the Custom Menu panel to be displayed on i-Reporter.
- ◆ The following actions can be assigned to the Custom Menu button located in the Custom Menu panel on i-Reporter.
 1. Call the Forms and create a new Document (display of Document input screen)
 2. Start Documents (display of Document input screen)
 3. When the Document is started, the value of the read device code is decomposed and automatically input to the decomposition destination cluster



Custom menu settings

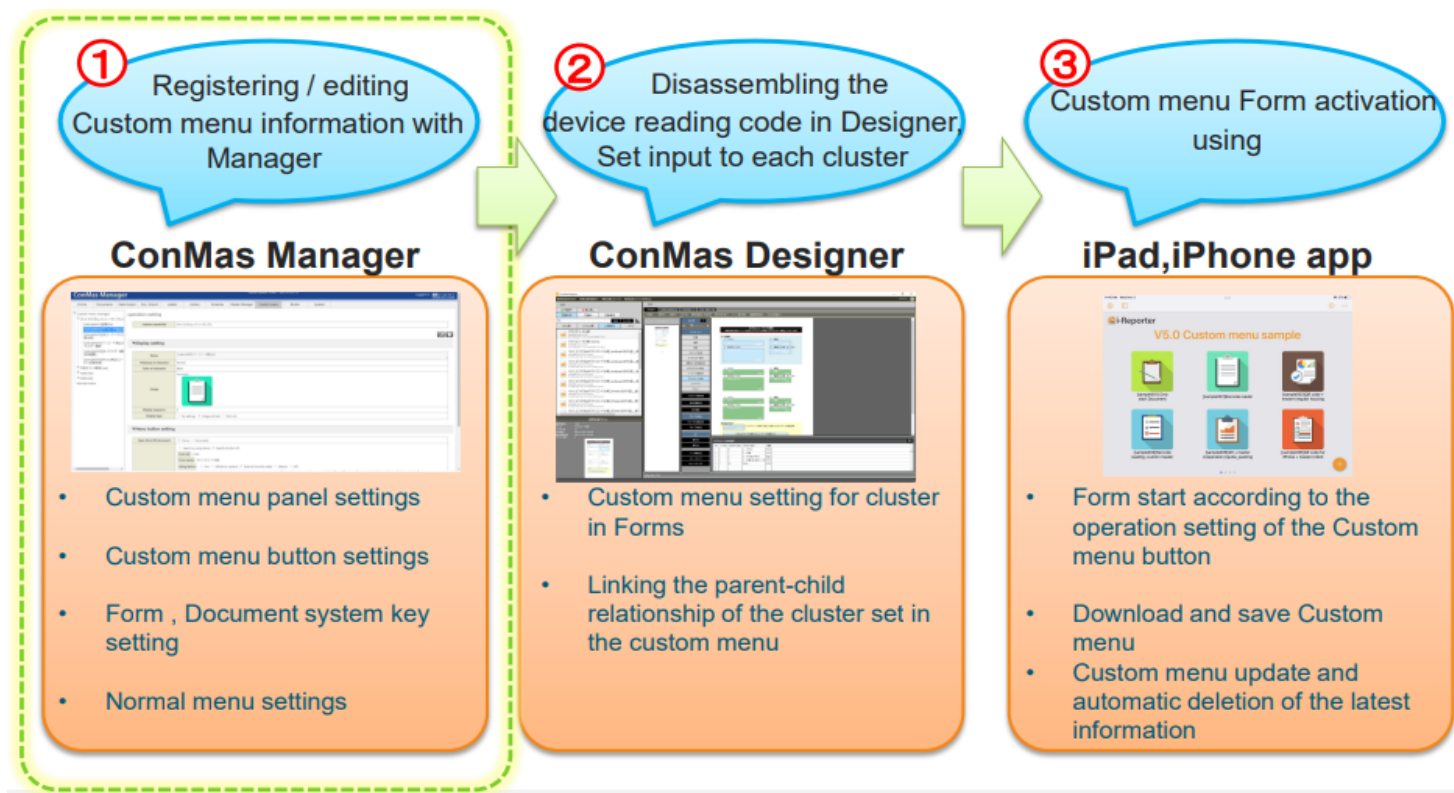
- Custom menu are created in ConMas Manager.
- The iPad and iPhone apps download and use the setting information.
- The settings for how to decompose the code read by the device into each cluster of Document are set in the Forms in ConMas Designer.



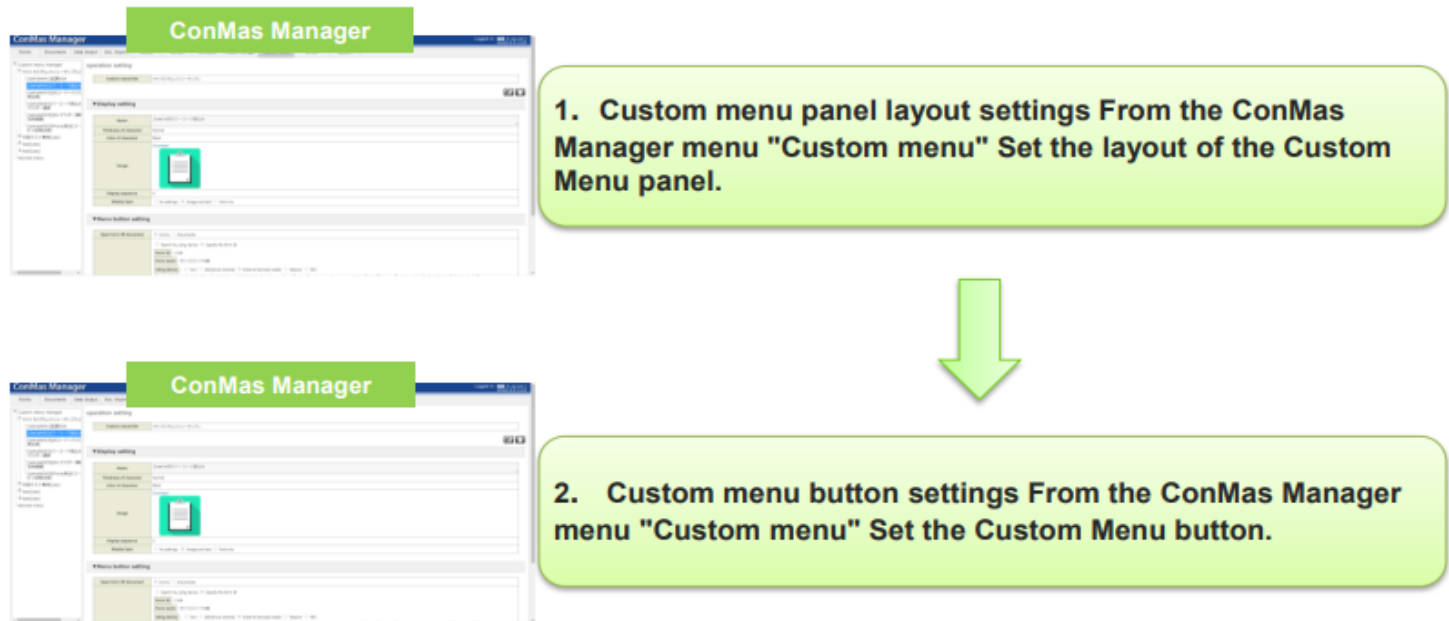
Custom menu settings Overall flow

The roles, in the following flow. This section describes"

(1) Registering/editing Custom menu information with Manager".



Custom menu panel setting flow



The Custom Menu panel Layout settings

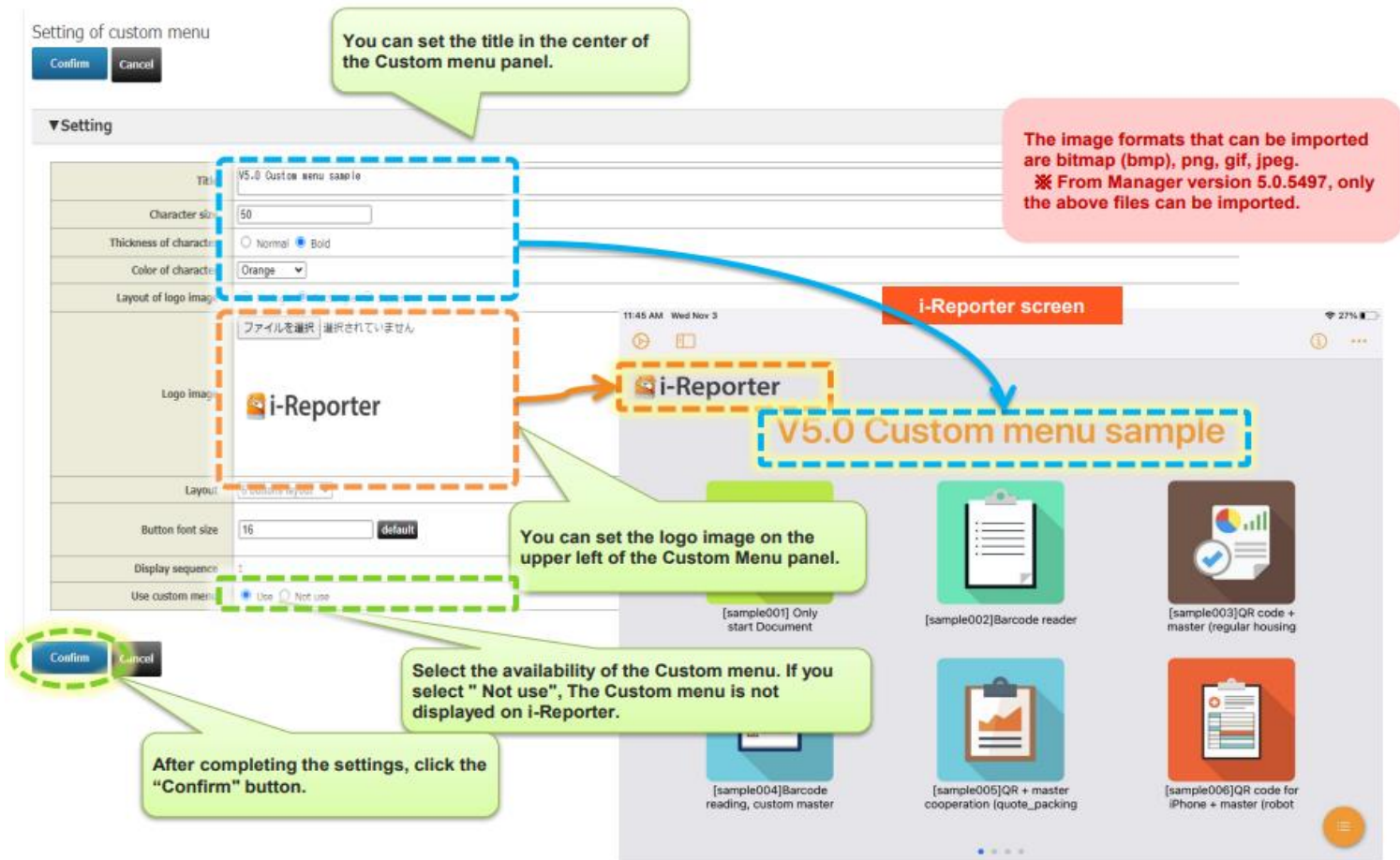
Layout settings for Custom Menu panel are made in ConMas Manager.

- The screen that displays the Custom menu button is called the custom menu panel.
- In the layout settings of the Custom Menu panel, you can set the following.

1. Availability of Custom menu
2. Custom Menu panel logo image layout
3. Custom Menu panel logo image
4. Custom Menu panel menu title
5. Custom Menu panel menu title font

This screenshot shows the 'Setting of custom menu' interface in ConMas Manager. The top navigation bar includes 'Forms', 'Documents', 'Data Output', 'Doc. Import', 'Labels', 'Library', 'Schedule', 'Master manager', 'Custom menu', and 'Bills'. The 'Custom menu' tab is selected. On the left, a list of menu samples is shown, with 'VS-6 Custom menu sample(Use)' highlighted. The main area displays the settings for this sample, including a logo image of 'i-Reporter', layout options, button font size, display sequence, and a 'Use custom menu' checkbox. Annotations with green callouts provide step-by-step instructions:

- ① click 「 Custom menu 」 (points to the 'Custom menu' tab in the navigation bar)
- ② Click any 「 Custom menu sample」 button (points to the 'VS-6 Custom menu sample(Use)' button in the left list)
- ③ click 「Edit」 (points to the 'Edit' button in the top right corner)



Custom menu button settings

Custom menu button is set in ConMas Manager.

- Up to 6 Custom menu buttons can be set.



1. Custom menu button settings


Set the display of Custom menu buttons.

operation setting

Confirm Cancel

Custom menuTitle V5.0 Custom menu sample

▼Display setting

Name	[sample001] Only start Document
Thickness of character	<input checked="" type="radio"/> Normal <input type="radio"/> Bold
Color of character	Black
Image	<div> <div>ファイルを選択</div> <div>選択されていません</div>  </div>
Display sequence	0
Display type	<input type="radio"/> No settings <input checked="" type="radio"/> Image and text <input type="radio"/> Text only

▼Menu button setting

Open form OR document ☒ Forms ☐ Documents

searching rule

☐ Search by using device ☒ Specify the form ID

Form ID : 1172

Using device : ☒ Non ☐ QR(device camera) ☐ External barcode reader ☐ iBeacon ☐ NFC

Display type

No setting: The Custom menu button is not displayed.
Image and text: Set the image and text in the Custom menu button.
Text only: Set text only for the Custom menu button.

Sets the text below the Custom menu button.

Sets the image When select "Image and Text" as the display type.

The image formats that can be imported are bitmap (bmp), png, gif, jpeg It will be.
※ From Manager version 5.0.5497 It is no longer possible to import files other than the above.

i-Reporter Screen

i-Reporter V5.0 Custom menu sample

[sample001] Only start Document

[sample002]Barcode reader

[sample003]QR code + master (regular housing)

[sample004]Barcode reading, custom master

[sample005]QR + master cooperation (quote_packing)

[sample006]QR code for iPhone + master (robot)

2. Custom Menu button setting


Set the operation to be assigned to the Custom menu button.

operation setting

Confirm Cancel

Custom menuTitle V5.0 Custom menu sample

▼Display setting

Name	[sample001] Only start Document
Thickness of character	<input checked="" type="radio"/> Normal <input type="radio"/> Bold
Color of character	Black
Image	<div> <div>ファイルを選択</div> <div>選択されていません</div>  </div>
Display sequence	0
Display type	<input type="radio"/> No settings <input checked="" type="radio"/> Image and text <input type="radio"/> Text only

▼Menu button setting

Open form OR document ☒ Forms ☐ Documents

searching rule

☐ Search by using device ☒ Specify the form ID

Form ID : 1172

Using device : ☒ Non ☐ QR(device camera) ☐ External barcode reader ☐ iBeacon ☐ NFC

Confirm Cancel

Set whether to call the Forms or the Documents from the Custom menu button.

- When "Forms" is selected, a new Document is created from the Forms and started.
- When "Documents" is selected, the Document is started.

9. Library menu

Using Library management function

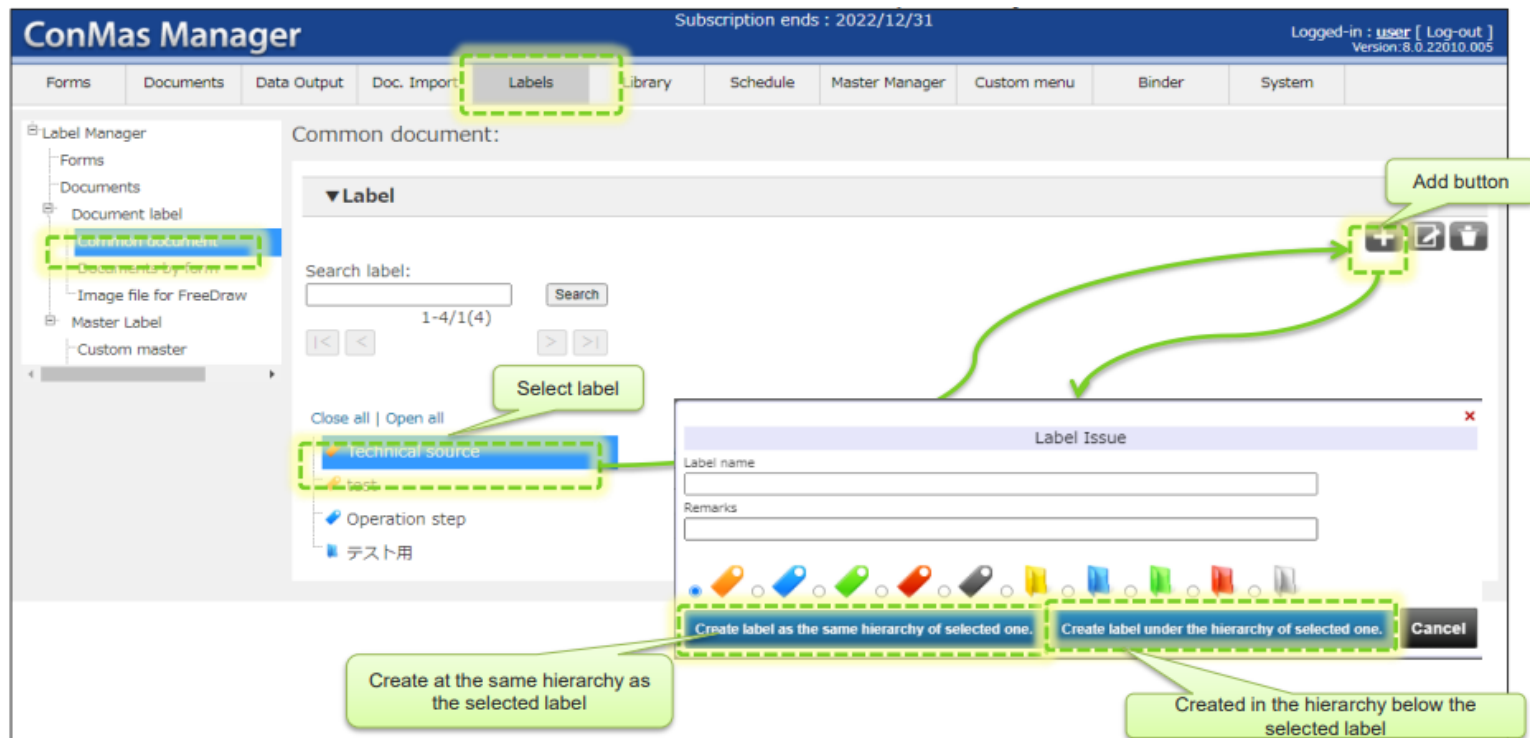
To use Library management function, please execute the following procedures in Manager.

1. Set the group that has authority for Library management.
2. Set the labels for Library management.
3. Register documents in common.
4. Register documents by form.
5. Set the documents to be referenced in the form.

Setting document labels

Labels can be set for Common document or Documents by form.

- Click Labels, and then click Document Label / Common document or Documents by form from the label tree on the left side of the label management screen.
 - To add a label, click the add "+" button at the top right of the screen.
 - To add new a label below an existing label, click the "+" button with the label selected.
- If no label was selected, then a label will be created at the topmost layer.

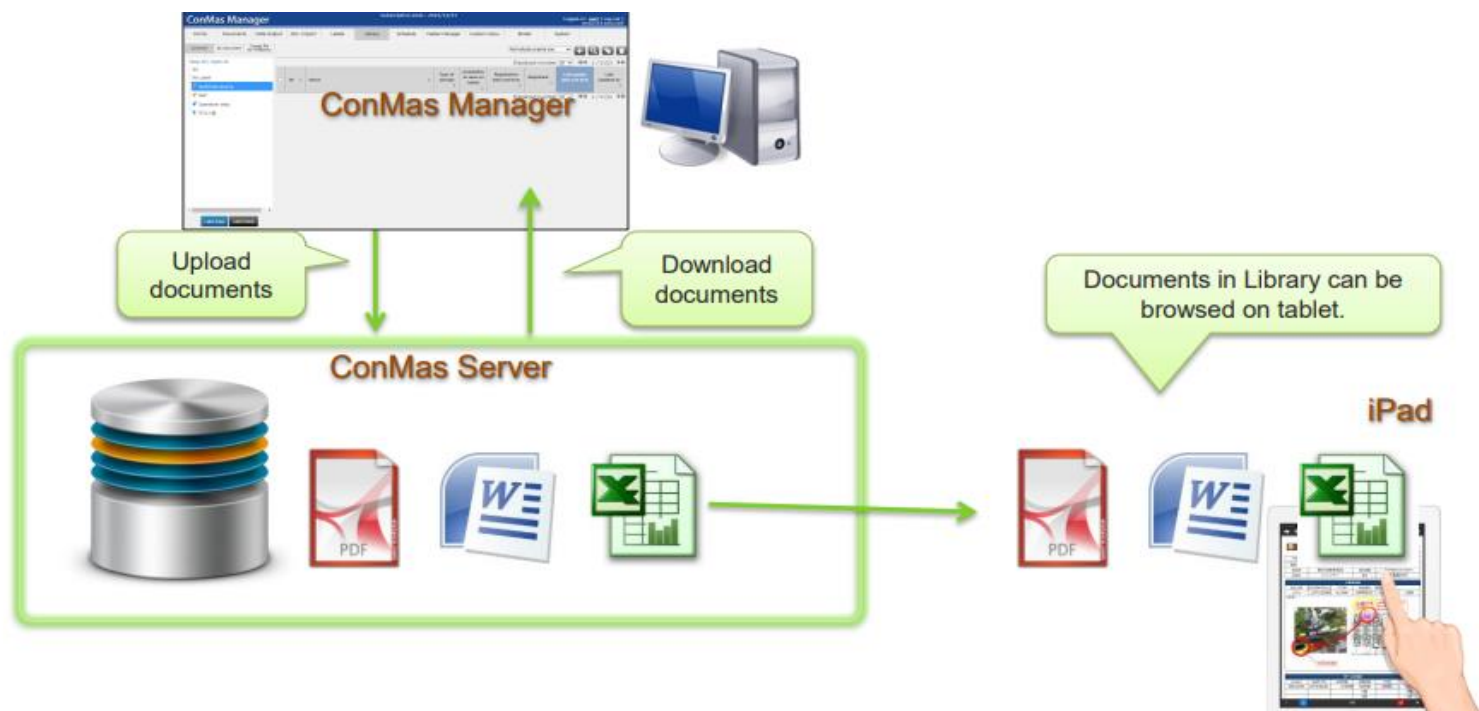


Managing Library

To manage library, all operations is executed in Manage.

- Library has two classifications: "Common" and "Document by form".
- Documents can be stored with hierarchical label.
- Authority can be set by group for each label.
- Authority can be set by group for each document.

(You can manage the reference authority in the same way as the Forms and Documents.)



Available file format

Following types of files are available.

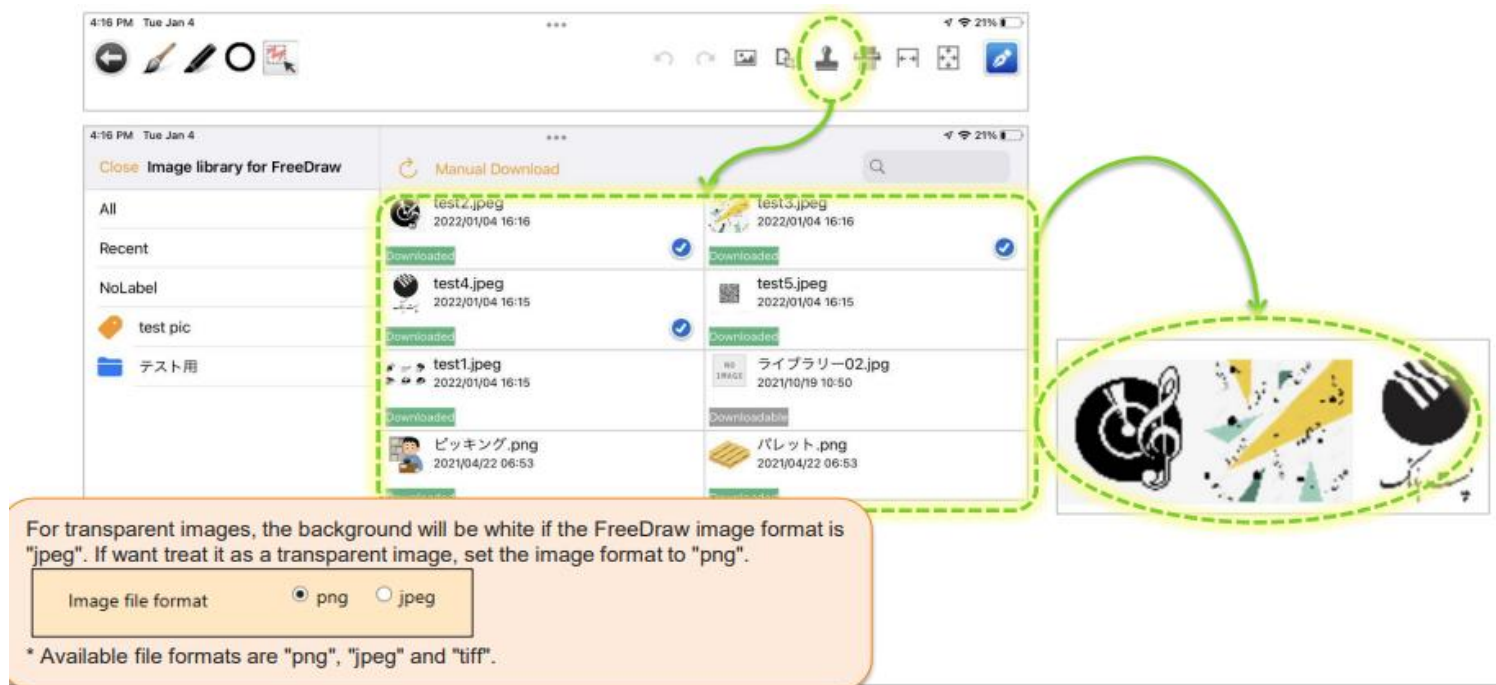
- MS Office documents in Excel, Word, and PowerPoint
- PDF
- Images (jpg/gif/png)
- Audio (mp3/wma/wav)
- Video (mp4/mov)
- 3D viewer "iXVL" by Lattice Technology Co., Ltd.
- Web page URL

Freedraw image

Register the images that can be used in the FreeDraw in the iOS app.

§Feature of FreeDraw image document

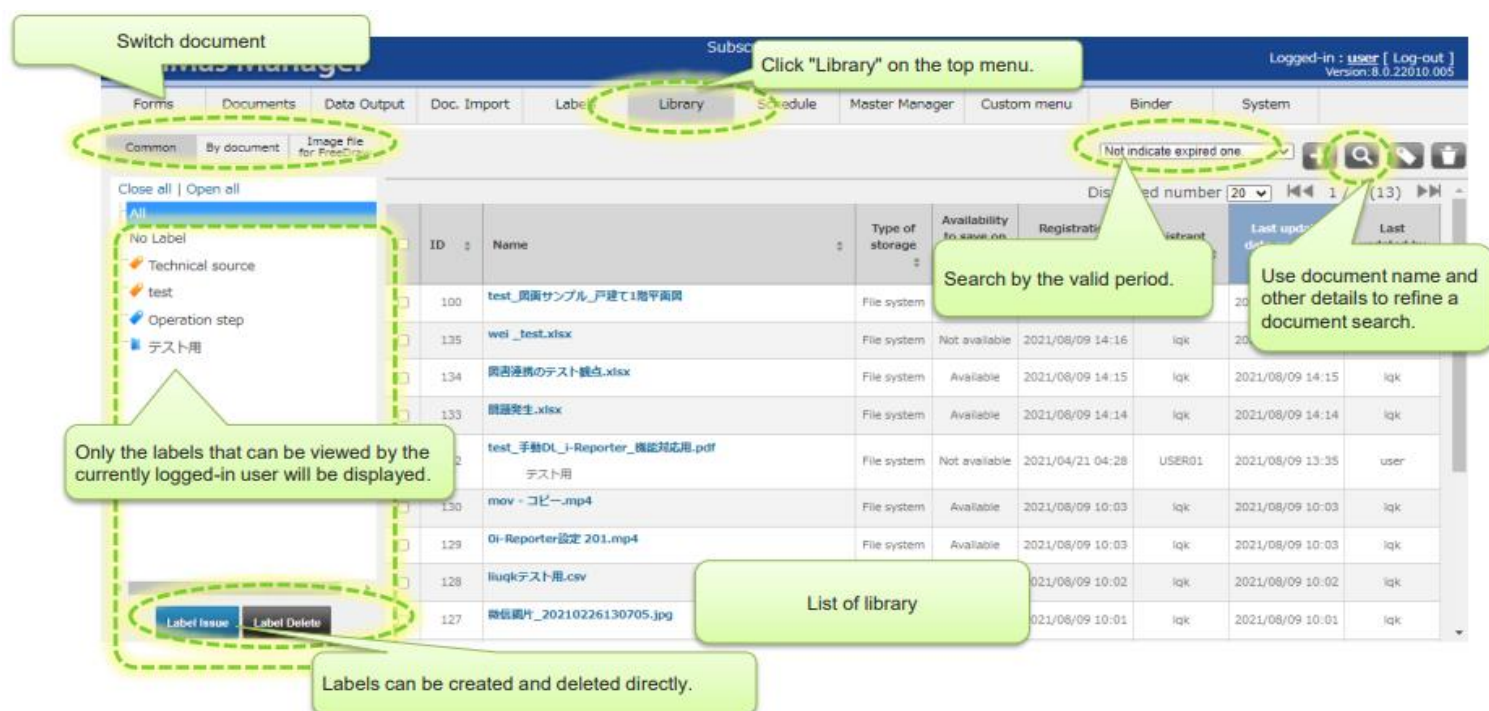
- Images handled by Fr library, and saved on the iPad itself.
- Click the dedicated icon on the FreeDraw screen of the iPad to display the list, and you can register multiple images at once from there.



List of library

List of documents in Manager.

- Click top menu "Library", and display "Library management" screen. (if the user doesn't have an authority, the menu is not displayed.)



Switching between Common and By document

Click on the "Common" / "By document" toggle button at the top left of the screen to switch between common documents and form documents.

- The initial display shows "Common" list.

Click "Common" to show a common document list.

Display a list of Common documents

ID	Name	Type of storage	Availability to save on tablet	Registration date and time	Registrant	Last update date and time	Last updated by
100	test_図面サンプル_戸建て1階平面図	File system	Available	2021/04/21 04:25	USER01	2021/12/06 11:13	lqk
135	wei_test.xlsx	File system	Not available	2021/08/09 14:16	lqk	2021/08/09 14:36	lqk
134							lqk
133							lqk
102	テスト用	File system	Not available	2021/08/09 10:03	USER01	2021/08/09 10:03	user
130	mov - コピー.mp4	File system	Available	2021/08/09 10:03	lqk	2021/08/09 10:03	lqk
129	01-Reporter設定 201.mp4	File system	Available	2021/08/09 10:03	lqk	2021/08/09 10:03	lqk
128	liuqkテスト用.csv	File system	Available	2021/08/09 10:02	lqk	2021/08/09 10:02	lqk
127	微信圖片_20210226130705.jpg	File system	Available	2021/08/09 10:01	lqk	2021/08/09 10:01	lqk



To switch by document

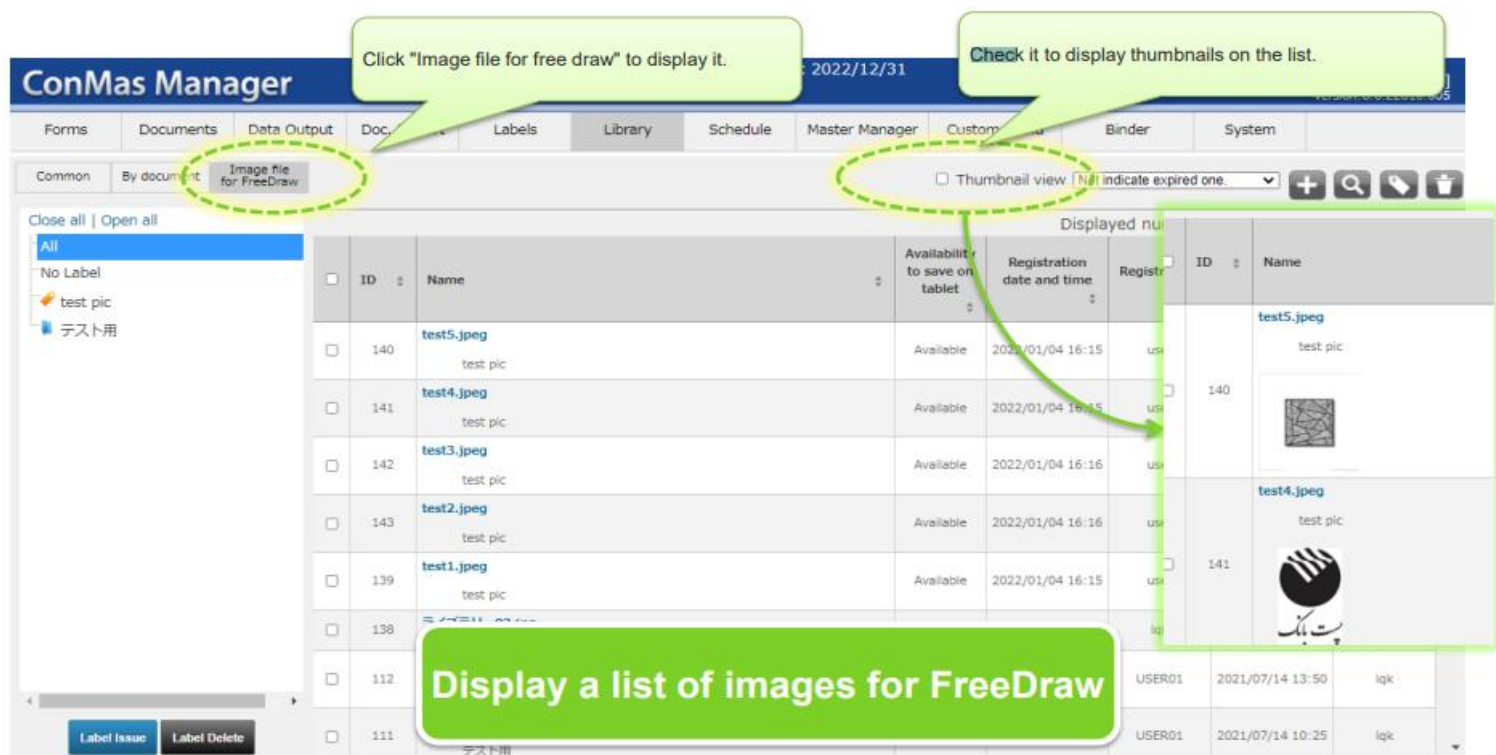
Click "By document" to display a list.

List of form documents

ID	Name	Forms	Type of storage	Availability to save on tablet	Registration date and time	Registrant	Last update date and time	Last updated by
126	test_図面サンプル_戸建て1階平面図 (1).pdf	Refer	File system	Available	2021/08/06 17:20	user	2021/12/10 17:08	lqk
105	computer_income_man.png テスト用	Refer	File system	Available	2021/04/21 04:32	USER01	2021/10/19 17:05	lqk
106	クラスター					USER01	2021/10/19 17:03	lqk
107	はじめて					USER01	2021/08/06 17:24	user
108	202104051027_全インプットサンプル_26993.xlsx	Refer	File system	Available	2021/04/21 04:34	USER01	2021/08/06 17:23	user

The method of operating is the same for both common and document by form.

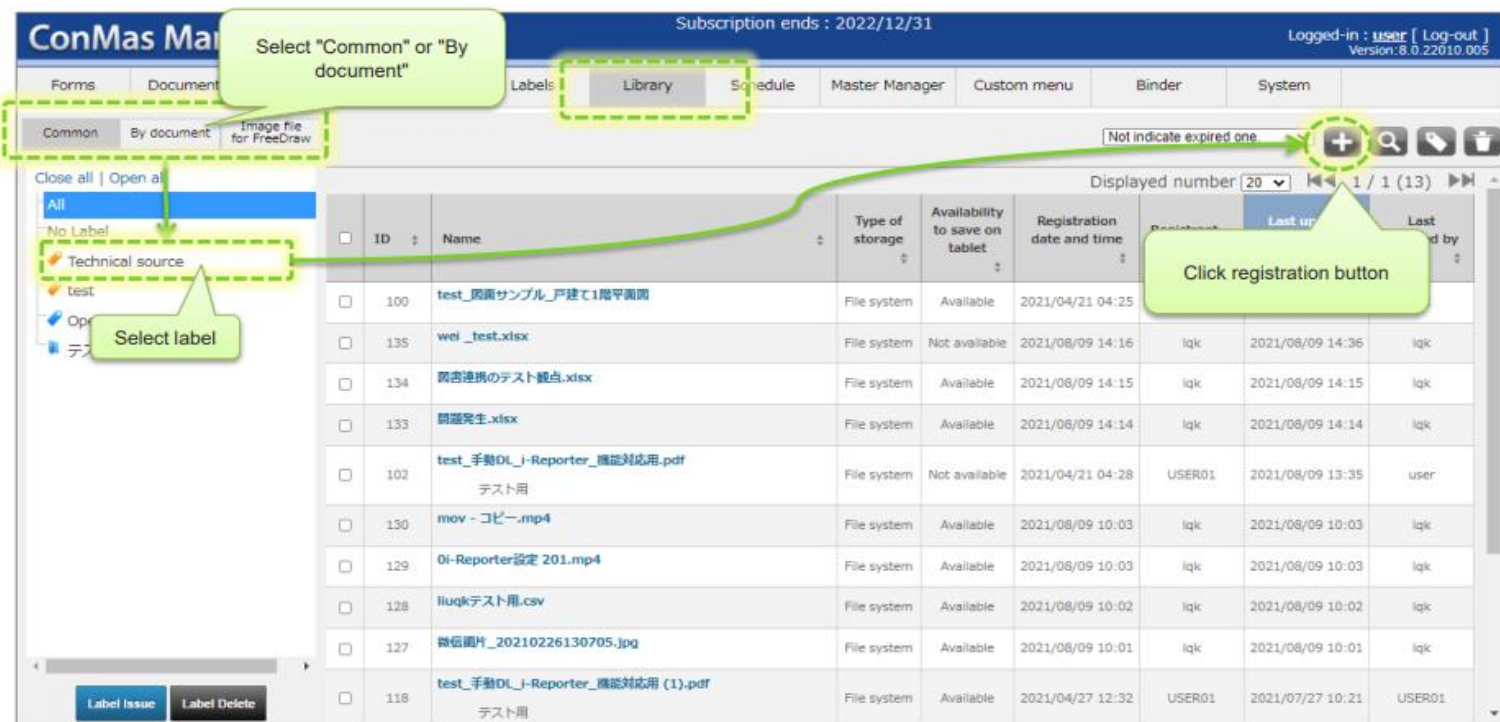
Displaying a list of images for FreeDraw



Register common / documents by form

Registering documents (Common and by form)

- Click "Library" on the top menu to display "Library management" screen.
- To add a document in library, click "+" button at the upper right of the screen.
- To add a new document with a label, click "+" button with the label selected.
- The label can also be designated on the next step.



- In Common library, register three items: "▼Information", "▼Label Information", "▼ Another group permission settings".
- In "By document", in addition to the above three items, register "▼ Document which is linked to this file".
- Enter "▼Information", and select the documents to be uploaded.
- Up to 10 document files can be uploaded at once. When you select a file in File, a list of files is displayed below the file selection. You can delete it by clicking the "x" in front of the file name.
- Upload file name becomes "document name", and icon is automatically set by extension of the file. Enable to edit the file name after uploading.

ReferDocumentInformation

▼ Information

Enter the document information and setting details.

Multiple documents can be uploaded at once.

Type of storage ☒ File system ☐ URL

Availability to save on tablet ☒ Yes ☐ No

Download manually ☐

Term of valid on tablet Day Time Minutes

Term of validity

Allow to open the file by another application ☒ Yes ☐ No

File No file chosen

The selected files are displayed in a list.

Choose File No file chosen

x Library_OperationManual_jp.pptx

x 005ca2044a85a67416eb8abfb3a6bf3c.jpeg

x HiddenLabelSetting_for_NoForm_NoDocument_jp.pptx

Select the document files to be registered.

Set label.

- Under "▼Label Information", set the label to be put to the file.
- * "Common library label" or "By document label" must have been created beforehand in label management.

▼Label Information

Label	Remarks
<input type="checkbox"/> Technical source	
<input type="checkbox"/> test	
<input type="checkbox"/> Operation step	
<input type="checkbox"/> テスト用	

Check on the label to be assigned.

Set viewing authority for each group.

- Set the authority under "▼Another group permission settings".
- If "No role settings" is checked, all groups will be able to view

Another group permission settings

☐ No role settings

Check "Yes" : Available to view. Check "No" : Not available to view.

Group Name

Displayed number First

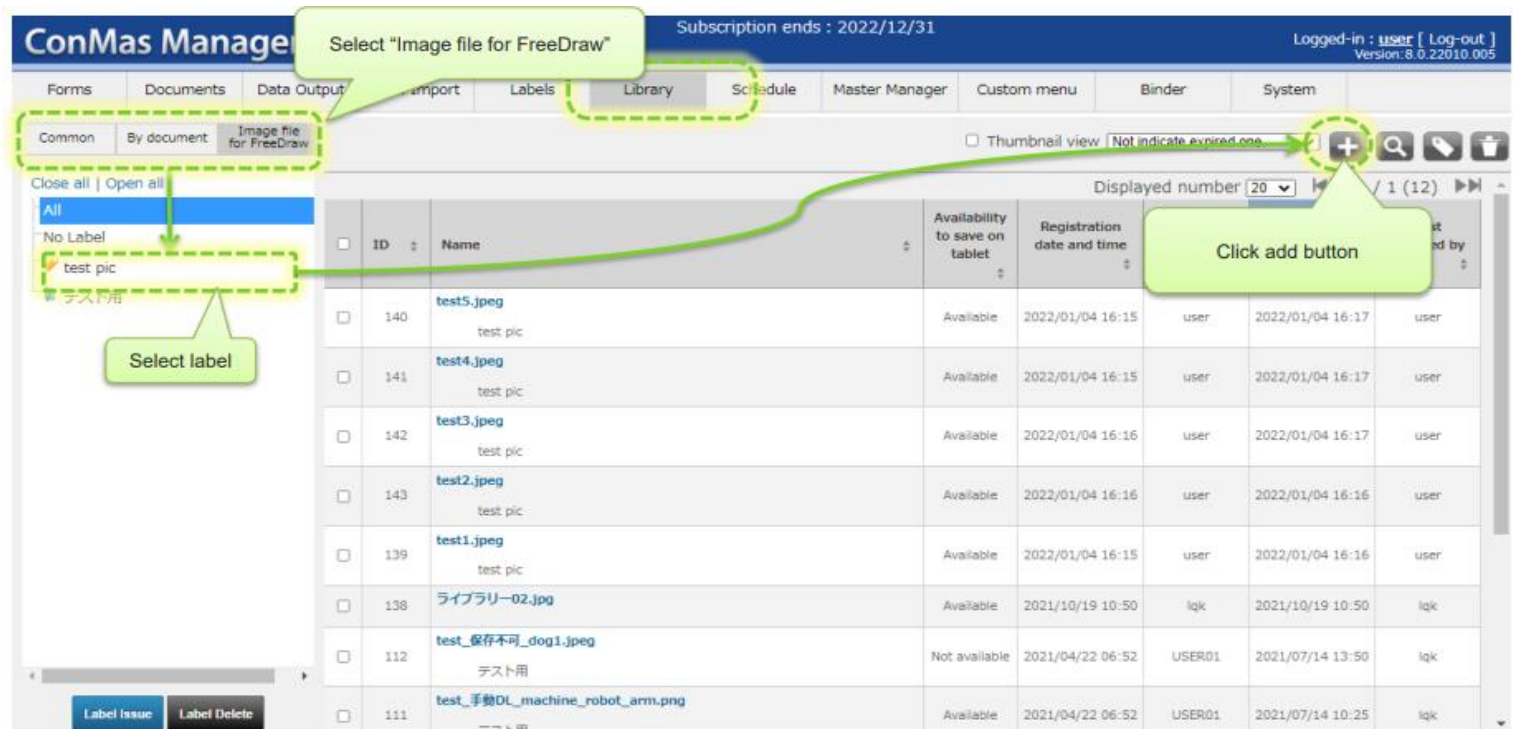
Check all groups

Group ID	Group Name	Available to refer
36	testgroup20	<input type="checkbox"/> Available to refer
37	testgroup21	<input type="checkbox"/> Available to refer
38	testgroup22	<input type="checkbox"/> Available to refer
39	testgroup23	<input type="checkbox"/> Available to refer
40	testgroup24	<input type="checkbox"/> Available to refer
41	testgroup25	<input type="checkbox"/> Available to refer

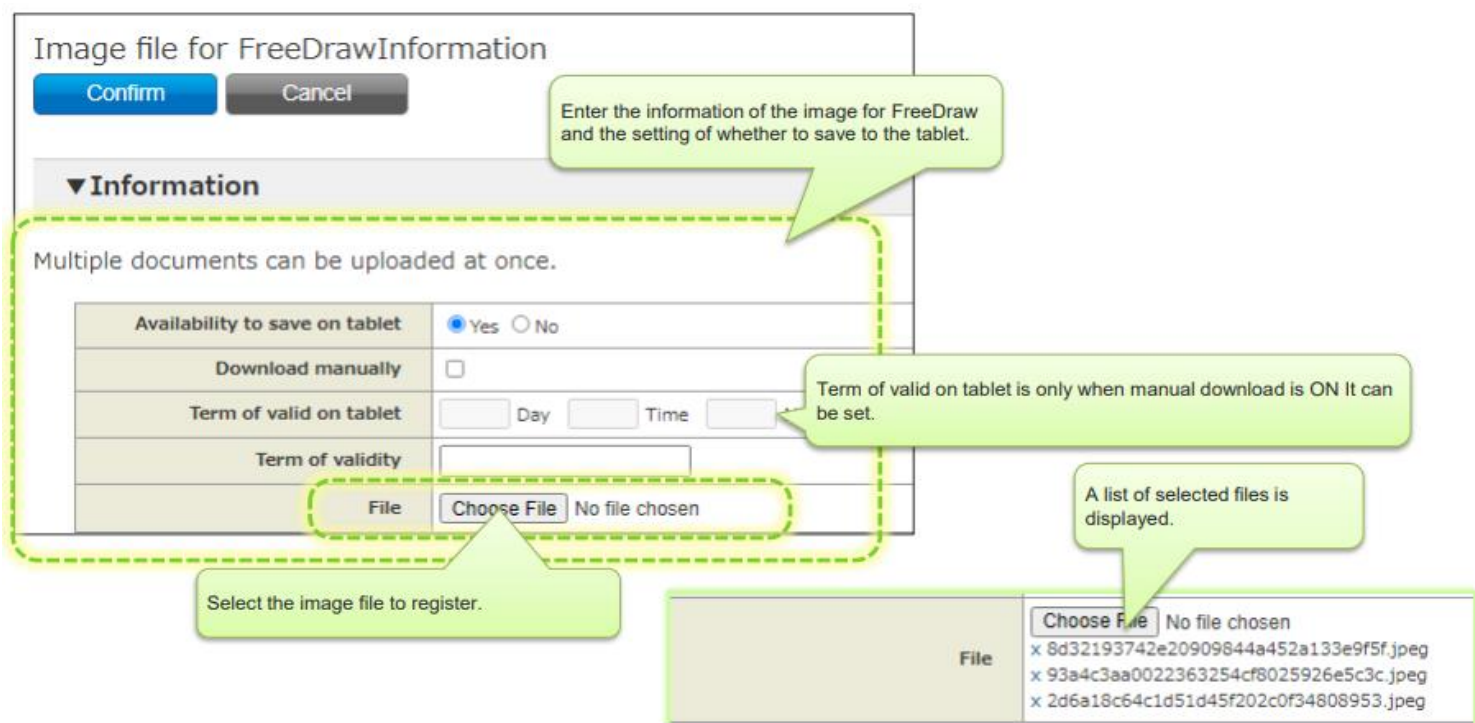
Set as viewable or not for each group

Register images for FreeDraw

- Click "Library" in the menu to display the "Library" screen, and click the image for FreeDraw.
- To add an image, click the Add [+] button at the top right of the screen.
- When add a new image to the label, select the label and click the Add [+] button.
- It possible to specify the label on the image registration screen.



- Register "▼ Information", "▼ Label Information", and "▼ Another group permission settings".
- First, enter "▼ Information" and select the image to upload.
- Up to 10 image files can be uploaded at once. When you select a file in File, a list of files is displayed below the file selection. You can delete it by clicking the "x" in front of the file name.
- The file name will be "Name" for the first upload. You can change it by editing it after the upload is completed.



Setting label.

- In "▼ Label information", set the label to be given to this image.

* It is necessary to create a label for "image for FreeDraw" in advance by label management

▼ Label Information

Label	Remarks
<input type="checkbox"/> TIFF	
<input type="checkbox"/> PNG	
<input type="checkbox"/> JPG	
<input type="checkbox"/> test pic	
<input type="checkbox"/> テスト用	

Check the label to be given.

Set viewing authority for each group.

- Set the authority under "▼ Another group permission settings".
- If "No role settings" is checked, all groups will be able to view.

Another group permission settings

Group Name Search

Displayed number First

☐ No role settings

• Check "Yes" : Available to view. Check "No" : Not available to view.

Group ID	Group Name	
36	testgroup20	<input type="checkbox"/> Available to refer
37	testgroup21	<input type="checkbox"/> Available to refer
38	testgroup22	<input type="checkbox"/> Available to refer
39	testgroup23	<input type="checkbox"/> Available to refer
40	testgroup24	<input type="checkbox"/> Available to refer
41	testgroup25	<input type="checkbox"/> Available to refer

Check this box if the document is to be always viewable for all groups

Check all groups

Set as viewable or not for each group

Form allocation of documents by form

Documents by form can be registered for each of the Forms and document.

▼ Information

Multiple documents can be uploaded at once.

Type of storage ☒ File system ☐ URL

Availability to save on tablet ☒ Yes ☐ No

Term of validity

Allow to open the file by another application. ☒ Yes ☐ No

File Choose File No file chosen

▼ Document which is linked to this file.

Form ID	Form name	Revision No.	Disclosure status	Registration date and time	Registrant	Last update date and time	Last updated by	Delete
1516	Sample Form 01	7	Published	2022/01/04 16:22	user	2022/01/04 16:22	user	Delete
1504	reporter-test	12	Published	2021/12/24 13:24	user	2021/12/24 13:24	user	Delete
1376	Approval_Bar	4	Published	2021/12/13 16:31	user	2021/12/13 16:31	user	Delete
1340	Pin Function_Check Sheet	9	Published	2021/12/07 09:32	user	2021/12/07 09:32	user	Delete
1339	Pin Function_Check Sheet_sortsheet	8	Published	2021/12/07 09:30	user	2021/12/07 09:30	user	Delete
1337	Pin Function_Check Sheet_sortsheet(2img)	5	Published	2021/12/06 17:49	user	2021/12/06 17:49	user	Delete
1333	Test sample 1	5	Published	2021/12/06 17:26	user	2021/12/06 17:26	user	Delete
1311	Pin Function_Check Sheet_Blank	1	Published	2021/12/03 17:22	user	2021/12/03 17:22	user	Delete

When registering a document by form, set the Forms or Documents that can refer to the document.

Document ID	Form name	Revision No.	Disclosure status	Registration date and time	Registrant	Last update date and time	Last updated by	Delete
-------------	-----------	--------------	-------------------	----------------------------	------------	---------------------------	-----------------	--------

- Assign a Forms or Documents that can refer to a document by form.
- If assign a Forms, the Documents created from that Forms inherits the document information that can be referenced.
- To enable only an individual Documents to view the document, assign the individual Documents.

▼ Document which is linked to this file.

To attach a library to form click here

Form ID	Form name	Revision No.	Disclosure status	Registration date and time	Registrant	Last update date and time	Last updated by	Delete

To attach an individual input document, click here

Document ID	Form name	Revision No.	Disclosure status	Registration date and time	Registrant	Last update date and time	Last updated by	Delete

Select the Forms and Documents to view the document

- List of Forms or Documents is displayed.
- Check the Forms or Documents to be assigned from the list, and click the select button.

ConMas Manager Subscription ends : 2022/12/31 Logged-in : user [Log-out] Version: 8.0.22010.005

Forms Documents Data Output Doc. Import Labels Library Schedule Master Manager Custom menu Binder System

Search label: 1-46/1(46) Search

Select a form which is linked to

② Click on "Select"

① Check on the Forms (or Documents) to be assigned

ID	Form name	Automatic	Registration date and time	Registrant	Last update date and time	Last updated by
1516	Sample Form 01	No	2022/01/04 16:22	user	2022/01/04 16:22	user
504	reporter-test	No	2021/12/24 13:24	user	2021/12/24 13:24	user
376	Approv		2021/12/13 16:31	user	2021/12/13 16:31	user
40	Pin Function_Check Sheet	Yes	2021/12/07 09:32	user	2021/12/07 09:32	user
39	Pin Function_Check Sheet_sortsheet	Yes	2021/12/07 09:30	user	2021/12/07 09:30	user
337	Pin Function_Check Sheet_sortsheet(2Img)	No	2021/12/06 17:48	user	2021/12/06 17:48	user
333	Test sample 1	Yes	2021/12/06 17:26	user	2021/12/06 17:26	user
1311	Pin Function_Check Sheet_Blank	No	2021/12/03 17:22	user	2021/12/03 17:22	user

Register the document.

- Click on "Confirm" button to register the document.
- *There is *Confirm" button at the bottom of screen, Whichever you click is the same.

BACK Refer Document Information

Confirm Cancel

▼ Information

Multiple d

Click on "Confirm" button to register the library.

Availability to save on tablet ☒ Yes ☐ No

Term of validity

10. Schedule menu

Using Schedule Management function

To use Schedule management function, following procedures on ConMas Manager are required Preparation

1. Set the authority groups for schedule management.
2. Register the task in task management.
3. Register public holidays.

Daily operation

1. Use Automatic document creation function to create input documents.
2. Register the schedule.

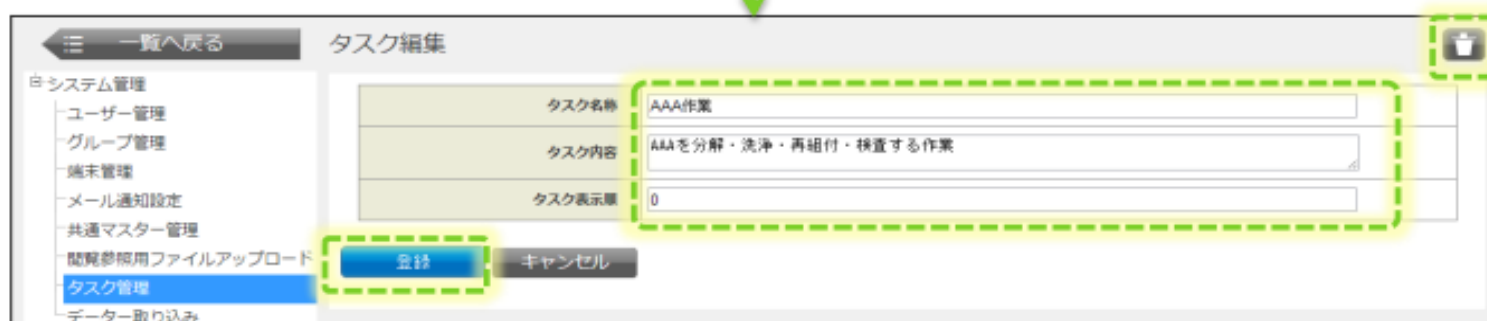
Registering task

- Select "System management/Task manager".
- "Task list" is displayed. Click "+" button to create new task.
- Enter the information in "Create task" screen. (Task ID is setting automatically.)



Editing and deleting tasks

- On the "Task list" screen, click on a registered task name to open the "Task edit" screen.
- Edit the task on the task editing screen.
- Check the task to be deleted from the list and click delete icon at the upper right. Or, delete button at upper right in editing task screen, too.



Registering public holidays

Setting public holidays

- Public holidays and weekend can be registered to display them on the calendar.
- Click on "To holiday setting" at the lower left of the schedule screen.




Holiday setting screen

祝日一覧			
2013年			
CSVから読み込む  			
<input type="checkbox"/>	開始日付	終了日付	祝日名称
<input type="checkbox"/>	2013/01/01		元旦
<input type="checkbox"/>	2013/01/14		成人の日
<input type="checkbox"/>	2013/02/11		建國記念の日
<input type="checkbox"/>	2013/03/20		春分の日
<input type="checkbox"/>	2013/04/29		昭和の日
<input type="checkbox"/>	2013/05/03		憲法記念日
<input type="checkbox"/>	2013/05/04		みどりの日
<input type="checkbox"/>	2013/05/05		こどもの日
<input type="checkbox"/>	2013/05/06		振替休日
<input type="checkbox"/>	2013/07/15		海の日
<input type="checkbox"/>	2013/08/14	2013/08/16	七夕の日
<input type="checkbox"/>	2013/08/29	2013/08/29	立秋
<input type="checkbox"/>	2013/09/16		敬老の日

Registering public holidays



- On the "Public holiday list" screen, a list of public holidays for the year is displayed for each year.
- To register a public holiday, click on the "+" button.
- Public holidays that are checked on the list can be deleted using the delete button.



Move to another year

祝日一覧

2013年

[CSVから読み込む](#)  

Add a public holiday

Delete button

<input type="checkbox"/>	開始日付	終了日付	祝日名称
<input type="checkbox"/>	2013/01/01		元旦
<input type="checkbox"/>	2013/01/14		成人の日
<input type="checkbox"/>	2013/02/11		建國記念の日
<input type="checkbox"/>	2013/03/20		春分の日
<input type="checkbox"/>	2013/04/29		昭和の日
<input type="checkbox"/>	2013/05/03		憲法記念日
<input type="checkbox"/>	2013/05/04		みどりの日
<input type="checkbox"/>	2013/05/05		こどもの日
<input type="checkbox"/>	2013/05/06		振替休日
<input type="checkbox"/>	2013/07/15		海の日

祝日名称

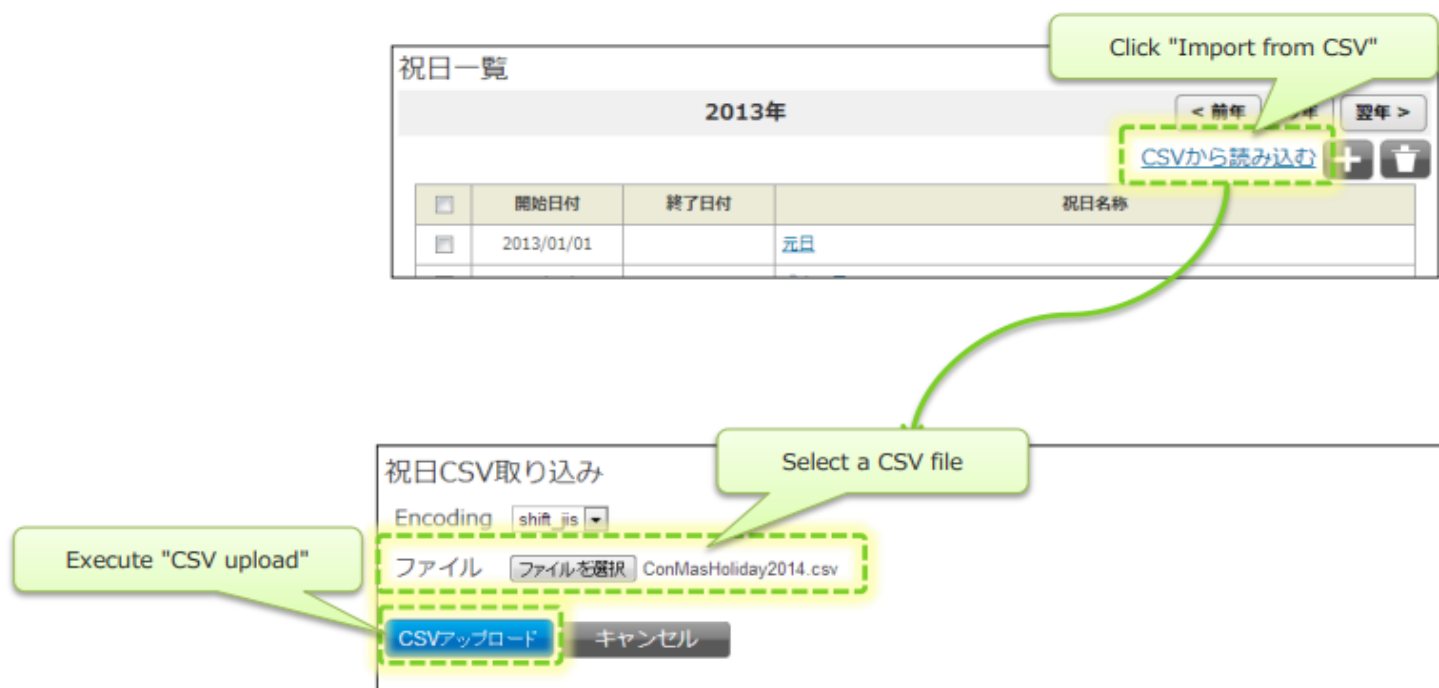
開始日付

終了日付

登録 キャンセル

Registering public holidays from CSV

- "Import from CSV" enables public holiday information to be imported in a batch from a CSV file.



Layout for public holiday setting CSV file

- The layout for CSV file for setting public holidays is as follows.

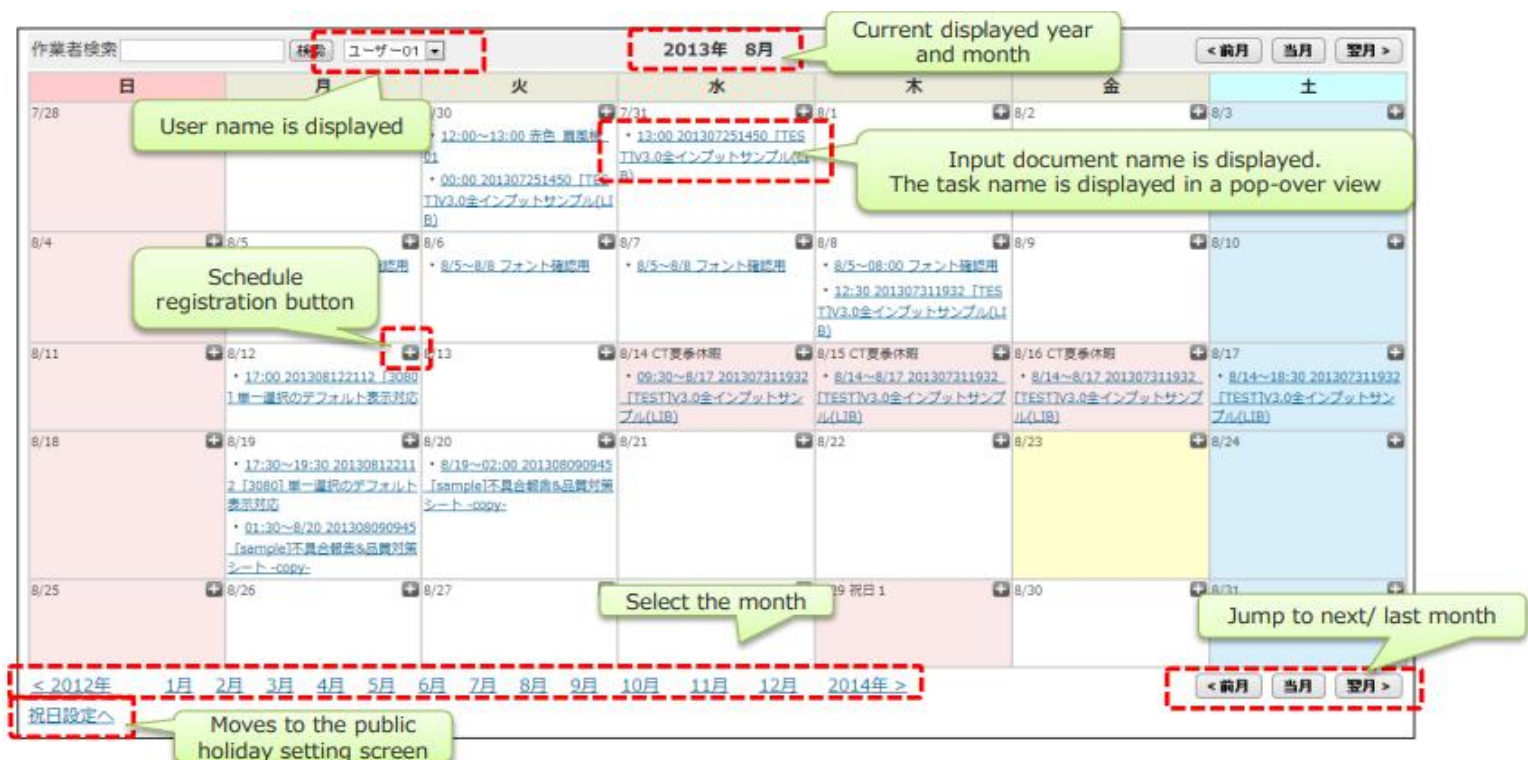
NO	Item	Description
1	Public holiday start date	Start date of public holidays. Mandatory item.
2	Public holiday finish date	Finish dates of public holidays. If in identically holidays start date, May is omitted.
3	Public holiday name	name Shou of public holidays. Mandatory item.

Managing Schedule

Schedule management screen

Schedule management is conducted from "Schedule" on the menu.

- The administrator performs schedule registration for each user (worker).
- Items to be set are user, task, start/end date and time, comments, and relevant input document for this task.
- Registered schedule can be viewed by assigned user on tablet App.



Searching for worker name and switching the display

Input a name and click "search" button to narrow down the users in the pull-down list.
To display all users, click "search" button with blank.

The currently selected user name is displayed. This worker's schedule is displayed in the calendar.

The worker (log-in user) can be switched from pull-down list.

帳票定義 帳票 データー出力 自動帳票作

ユーザー検索 検索 松尾 泰延

2013年 8月

日 月 水 木

7/28 7/29 7/31 8/1 8/2

8/4 8/5 8/9

8/11 8/12 8/14 CT夏季休暇 8/15 CT夏季休暇 8/16 CT夏

8/18 8/19 8/21 8/22 8/23

8/25 8/26 8/27 8/28 8/29 祝日 1 8/30

< 2012年 1月 2月 3月 4月 5月 6月 7月 8月 9月 10月 11月 12月 2014年 >

祝日設定へ

A管理グループ長
B管理グループ長
ct001
第1現場管理長
第2現場管理長
第3現場管理長
第4現場管理長
土井
営業デモ
itoh
上戸 成昭
松尾 泰延
水野 貴司
鮎江 大作
Sayaka Oide
testkun
ユーザー002
ユーザー01
作業1G作業者1さん

Registering schedule from calendar

Register schedule for each worker from the calendar display screen.

- Click "+" button at upper right of the date.
- Schedule registration screen is displayed.

Schedule registration screen

Click "+" button

スケジュール登録

戻る 編集ステータス 公開 シート セット ブック

ID	帳票名称
428	201308231634_[V3.1_Sample]全トサンプル
427	201308231610_[V3.1_Sample]不品質対策シート
426	V3.1デモサンプル
425	生田さやか_2013/08/25 医師への報告
423	日時自動登録
420	日時自動登録
410	日時自動登録

タスク名称検索

タスク名称

タスク内容

コメント1

コメント2

開始予定日 2013/08/09 00:00

終了予定日

作業名検索

作業名

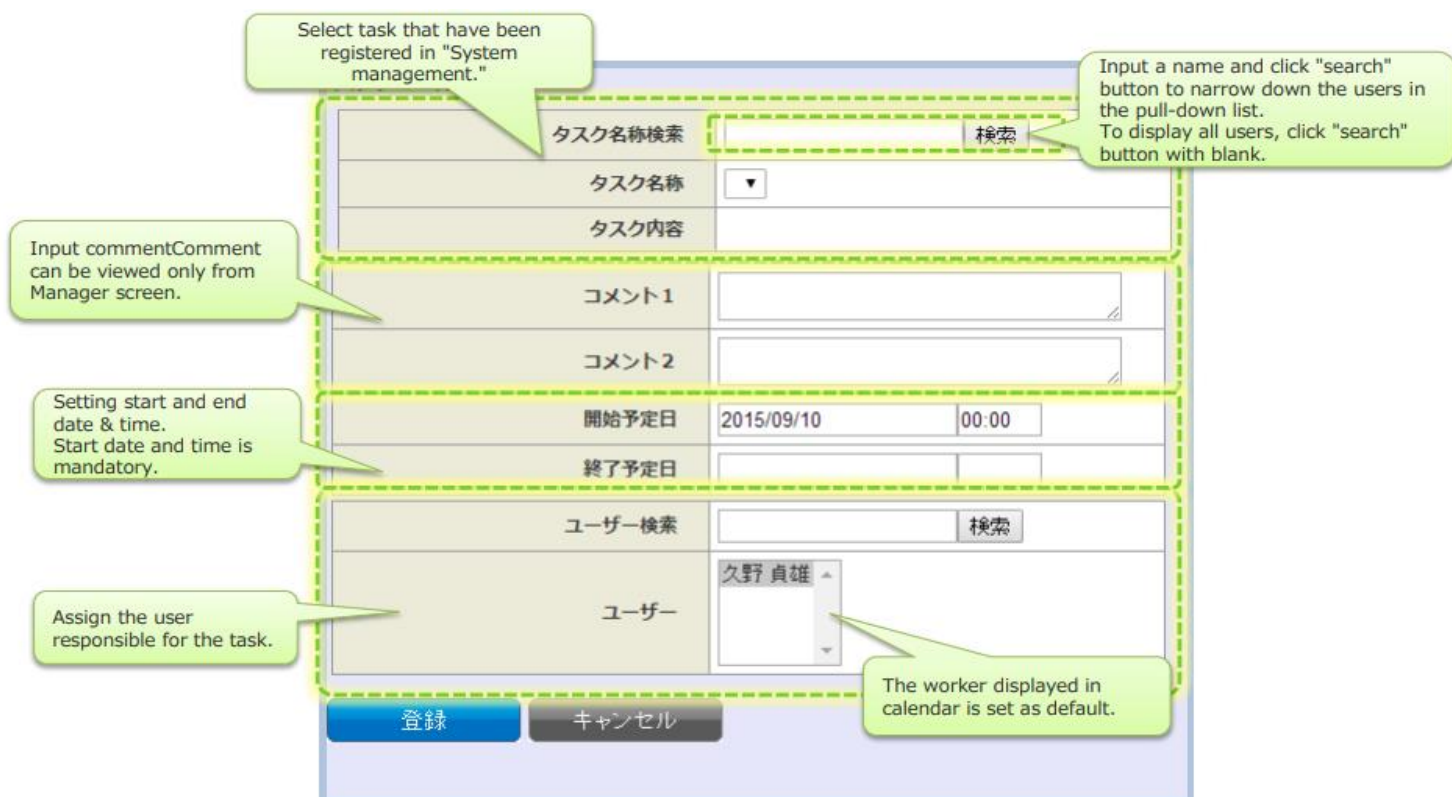
作業者 ユーザー01

登録 キャンセル

- Click "+" button at upper right of the date for registering schedule.
- Schedule registration screen is displayed.
- In back of schedule registration screen, input document list screen is displayed. Select the relevant input document.

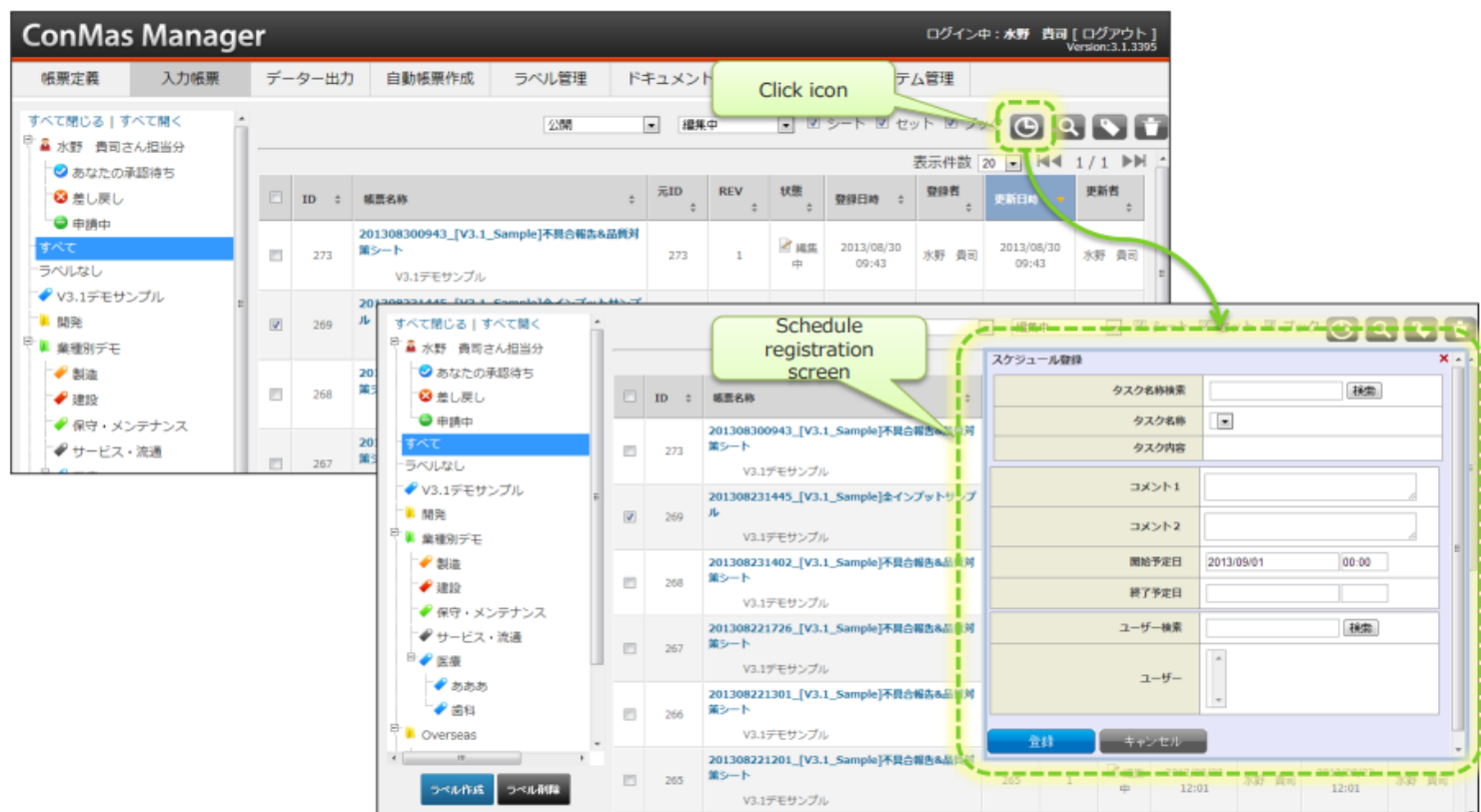


- From schedule registration screen, setting worker (login User), start/end date and time, task, comments, and relevant input document.



Registering schedule from input document list

- Schedules can also be registered from the document list.
- Select an input document from the list and click the "Schedule" button with the clock icon at the upper right of screen to open the "Schedule registration" screen.



Editing and deleting schedule

- Click an input document name displayed in each date to open the registration screen for that schedule.
- Click delete icon to delete the schedule.
(Document will not be deleted.)

