



TAG MANAGER

User Guide



NLS-Australian Edition

Version 1.01 18/07/2013

IMPORTANT! This User Guide must be read in conjunction with Reader, prior to use.

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TAG MANAGER SOFTWARE

1.0 Tag Manager Software

IMPORTANT

Must be read prior to using software

This software has been purposefully designed to download the RFIDs and/or respective data relating to those RFIDs from the Allflex RS320, RS340 and RS420 series readers and Aleis 7000 8030/50 and 9030/50/60 series readers. Allflex accepts no responsibility for any form of improper use, negligent or otherwise, resulting in the loss of RFIDs with the use of this software. All practical assistance will be given in the operation and understanding of this software, and this can be obtained by contacting Allflex or an Allflex distributor. Copying of this software is strictly prohibited.

1. This software is designed for Allflex RS320, RS340 and RS420 and Aleis 7000 8030/50 and 9030/50/60 series readers ONLY.
2. Reader must be plugged into computer this software is installed on.
3. Reader must be turned ON before opening Tag Manager.
4. Tag Manager PC Requirements:

Operating Systems

- Windows XP
- Vista
- Windows 7
- Windows 8

This software package serves as an easy download program which automatically downloads the reader's session list. Once the reader is downloaded, you can then save particular downloaded sessions or all downloaded sessions on your computer. You can then open these saved files in Excel or your desired program. The program also allows you to Transfer animals on the NLIS database.

Special features include:

- Auto-detects what com-port reader is plugged into.
- Quick and easy animal transfers to the NLIS database for Producers and 3rd party users.
- Downloading all animal data from reader.
- Loading tag bucket files from database to the reader.
- Updating Readers software.
- Updates clock on reader to time displayed on computer. (For models that have clocks.)

1.1 Tag Manager Installation

To install Tag Manager:

1. Place the Tag Manager CD into the CD drive; the program will automatically begin installation. If not Go to My Computer, double-click on the CD Rom Drive, browse the CD and double-click on the icon called Tag Manager.
2. Follow the installation prompts, and click on Finish when installation is complete.

1.2 Reader Connection

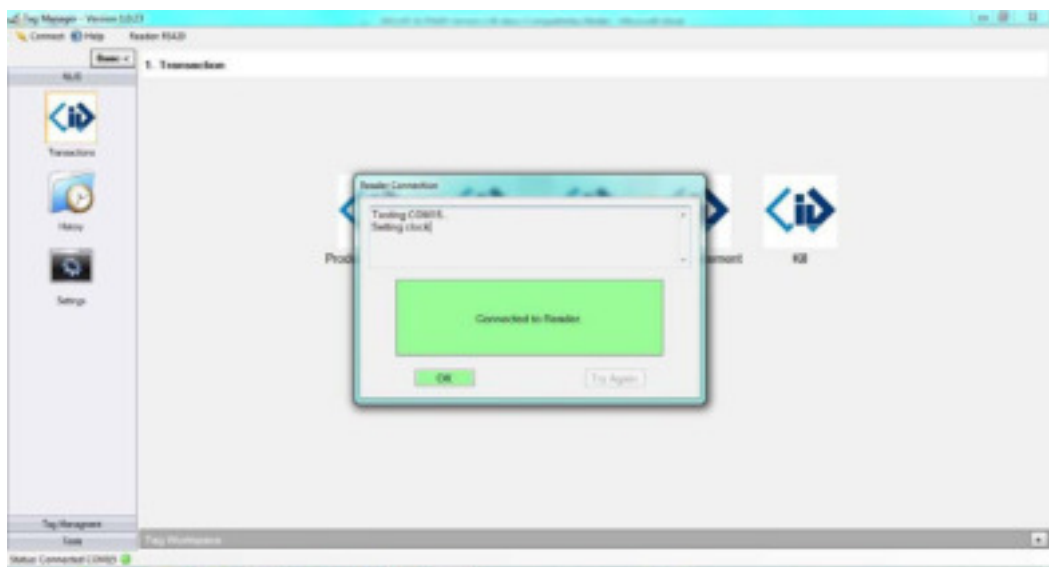
IMPORTANT: The Reader must be plugged securely into your computer and turned on before opening Tag Manager.

1.21 Plugging the Reader into your computer.

Plug the 9 pin female serial connector into the 9 Pin male serial connection at the back of your computer or laptop. Some laptops do not have a serial connection, and so a Serial to USB adapter can be used. Should such an adapter be used, Tag Manager works just as effectively provided you have installed the drivers for the adapter correctly.

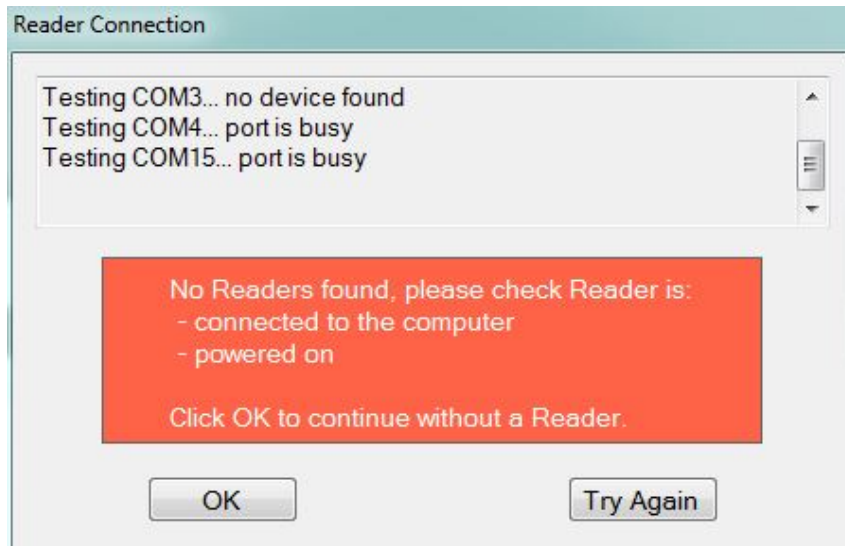
1.22 Opening Tag Manager.

1. Turn Reader on
2. Double click on the Tag Manager icon located on your desktop.
3. This will open up the software for operation. This can be set to automatically connect and download the reader.



1.3 Reader Connection Issues

If Tag Manager cannot find your reader, you may have a problem with your COM Port settings or setup. The following message will be found in the middle of the screen:



If the reader is required to be connected, follow the following steps to try and resolve your problem:

(If the reader is not required, click on "OK" to proceed. This allows you to work on the stored data without the reader connected.)

1. Make sure your lead is firmly connected at both ends.
2. If you are using a USB to Serial lead, make sure you have installed the drivers that came with the lead. Follow the manufactures instructions.
3. Check in the Device Manager under "Ports" to see if the USB lead setup has created a COM port. (This can be found through Start/Control Panel OR System Hardware then Device Manager.). Take note of the com port number.
4. If it will not automatically find the COM port, click on the "Scan ports at startup" checkbox found in the Startup section of Tools/Options.

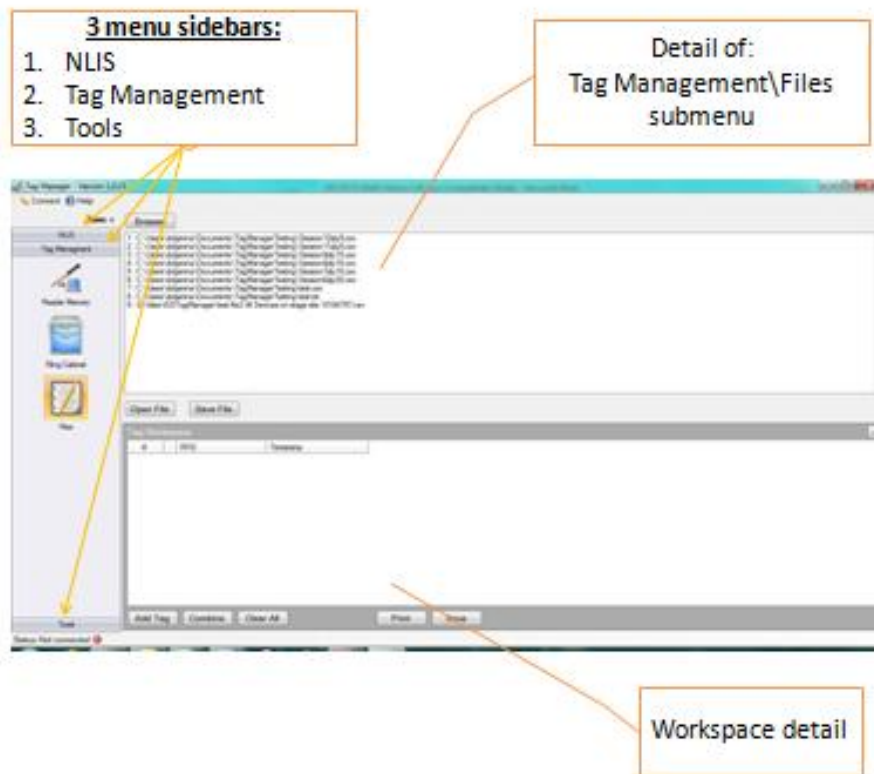
For further help please contact your System Administrator or IT Department

2.0 Tag Manager Advance Screen

2.1 Brief overview of Tag Manager Advance Screen

The Tag Manager Menu screen consists of three distinct areas:

1. Sidebar Menu Tabs
2. Detail within Tab in Sidebar menu
3. Tag Workspace

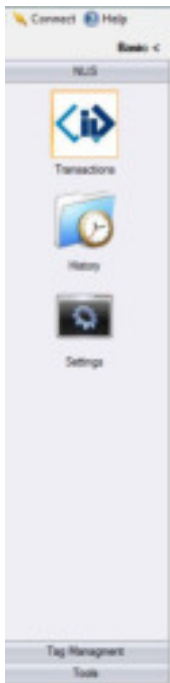


The sidebar menu consists of 3 Menu Tabs.

1. NLIS Menu Tab
2. Tag Management Tab
3. Tools Tab

3.0 NLIS Menu Tab

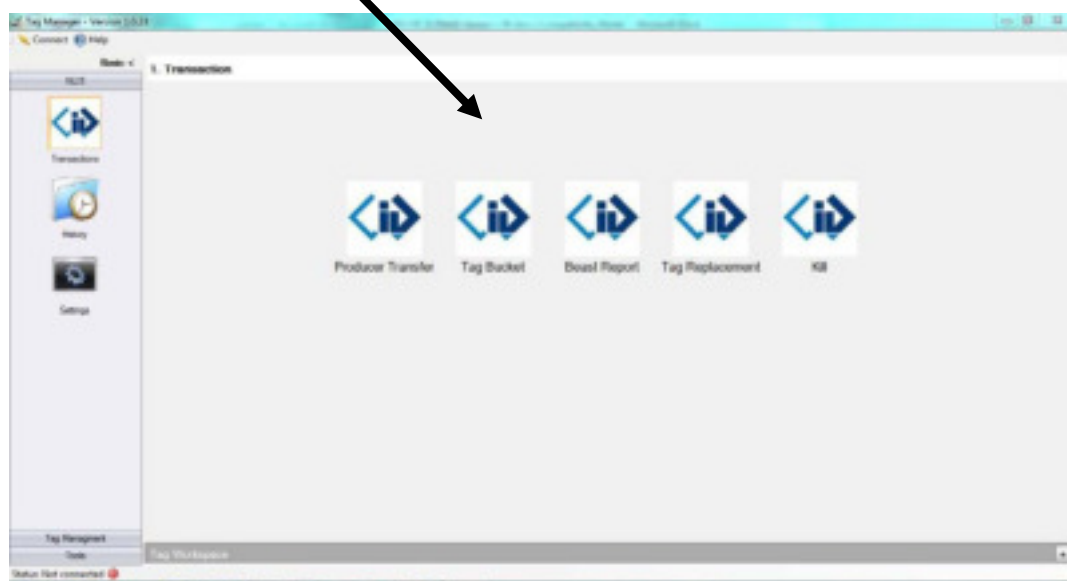
The NLIS Menu tab has 3 Icons.



1. **Transactions:** Provides options to transact movements on the NLIS database
2. **History:** Shows the NLIS transaction history processed through Tag Manager
3. **Settings:** Details the NLIS database account type, username & password, common PICs used

3.1 NLIS Transactions

The NLIS Transactions has five icons for communicating to the database:



A brief description of the 5 transactions are as follows.



Producer Transfer: Used for producers to transfer livestock to the NLIS database



Tag Bucket: Retrieves all NLIS and RFID numbers recorded to individual PIC from NLIS database



Beast Report: History of all transfers to NLIS Database



Tag Replacement: Used for replacing non reading identification tags




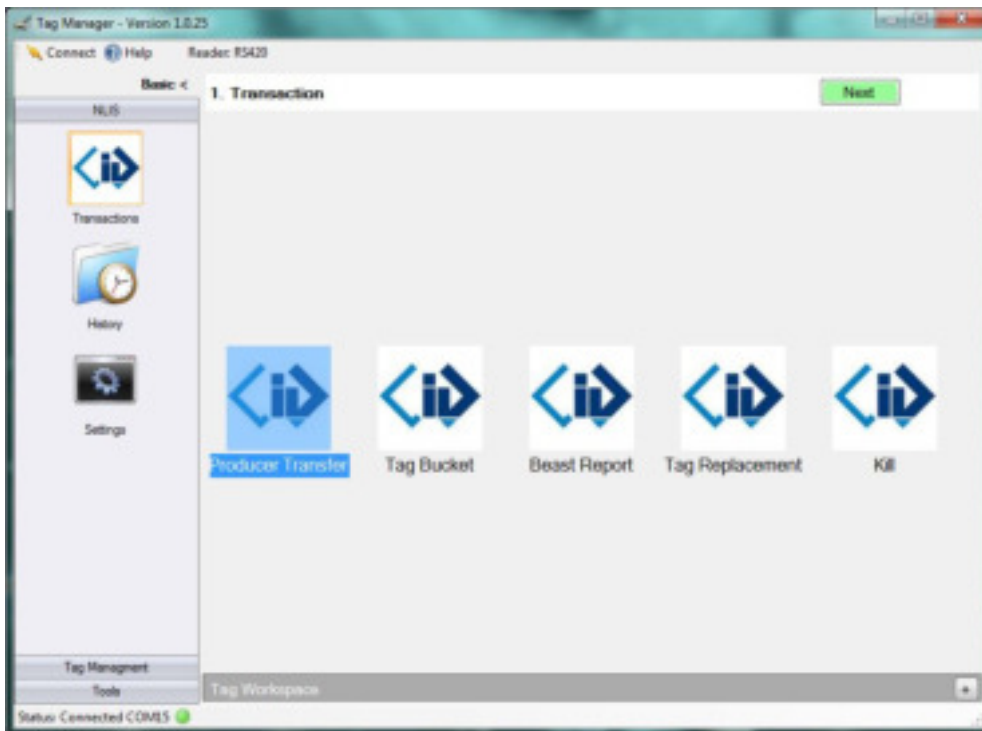
Kill: Used for transferring inactive devices from your PIC

3.1.1 Producer Transfer

Follow the steps below to perform a Producer Transfer

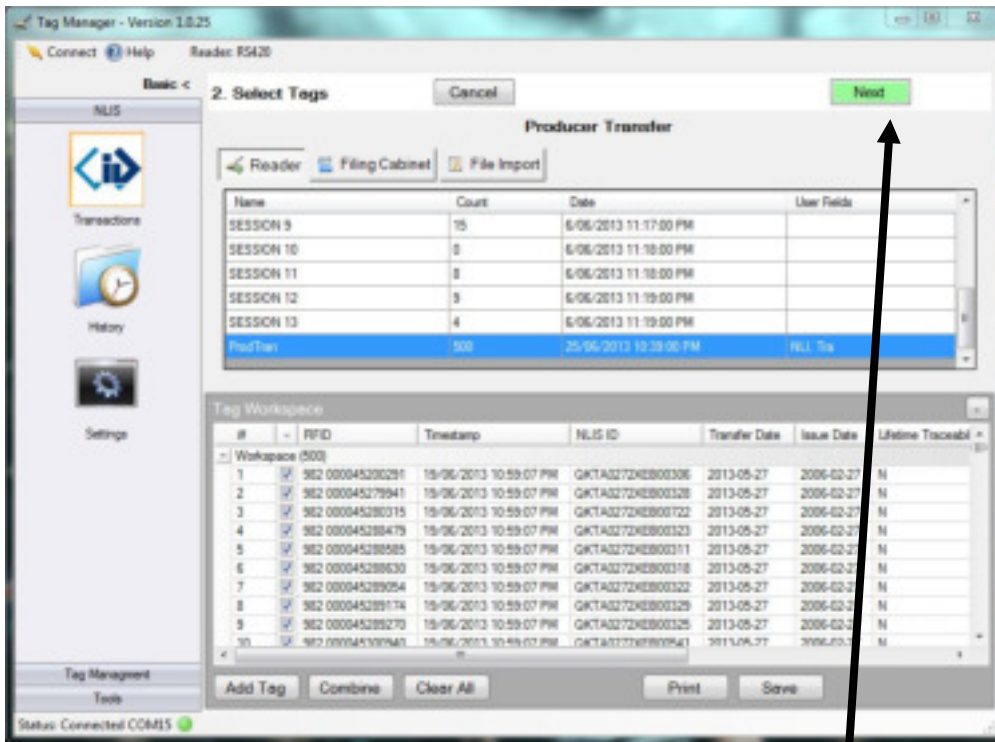


Step 1. To perform a producer transfer, click on the  icon, then click **Next**.



Step 2. Select the session from the **Reader**.

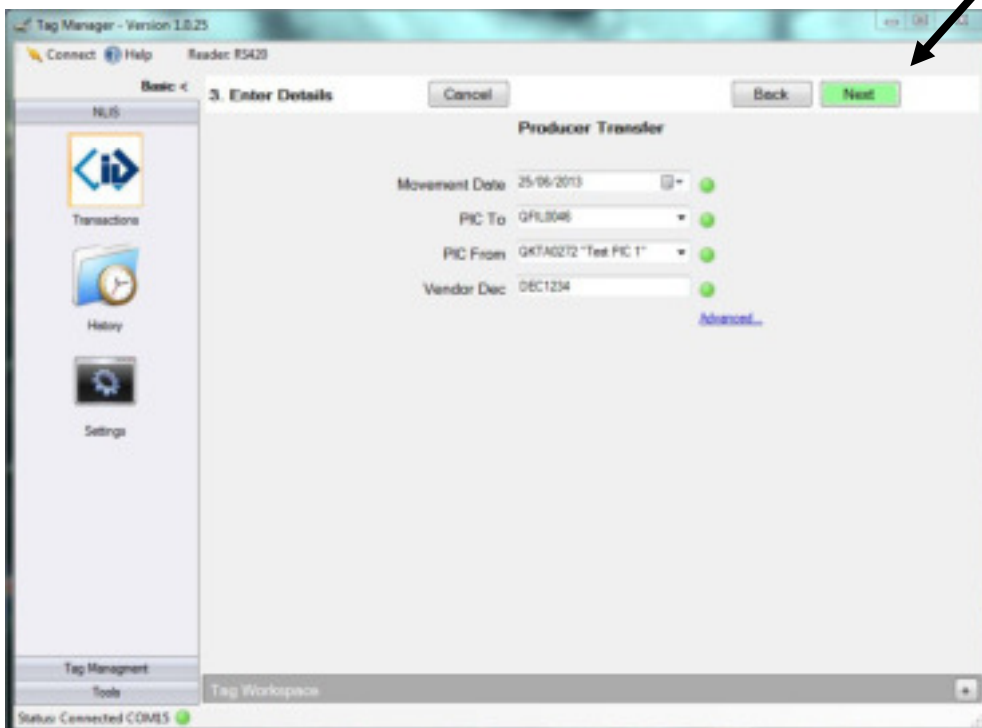
Tip: You can select a session from the **Filing Cabinet** or **File Import**.



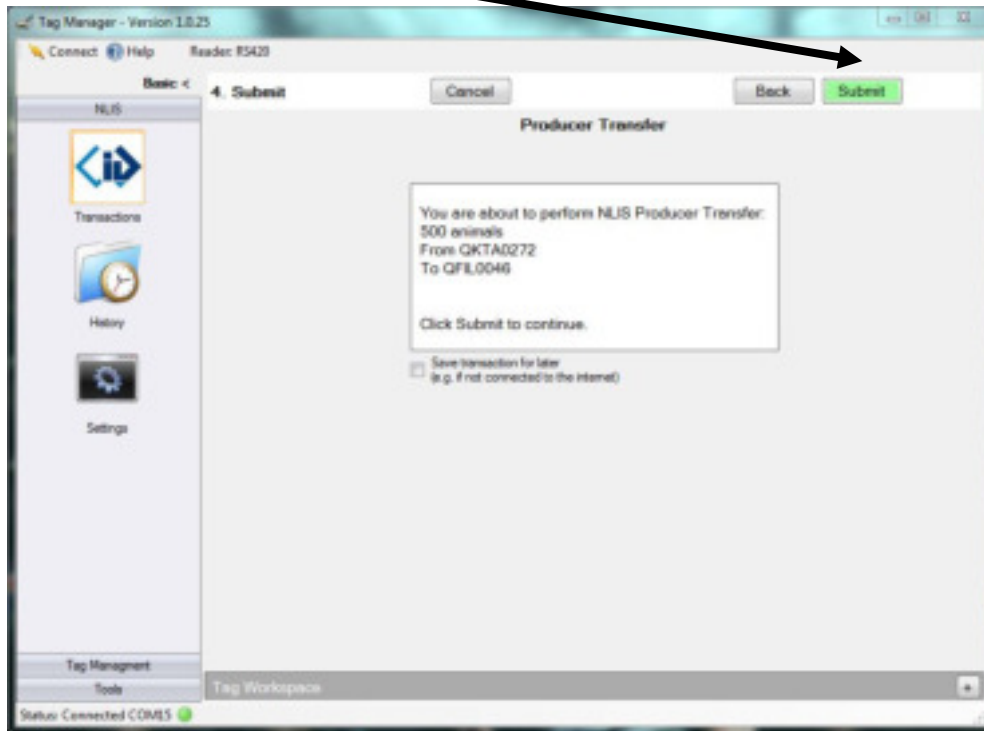
Make sure the tags appear in the Tag workspace and click on **next**.

Tip: You can untick any tags you wish not to transfer.

Step 3. Fill out the necessary data to perform the transaction, then click on **Next**




Step 4. A confirmation screen will then appear, summarising the transaction you are about to perform, Click **Submit** to continue –this will complete the transfer.

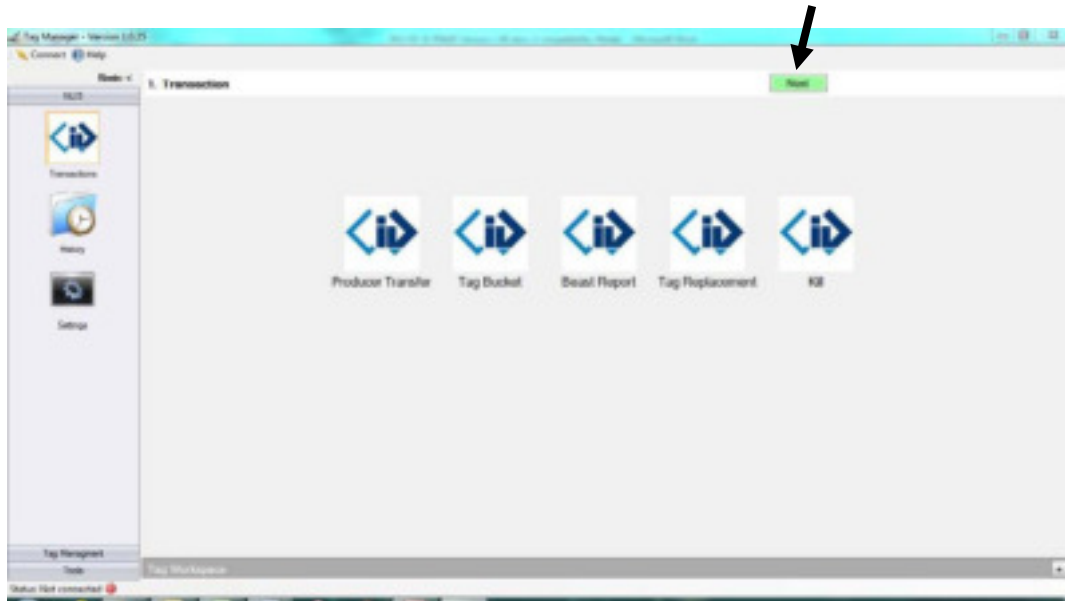


Tip: If you choose to tick the “Save transaction for later” box the then click Submit the Transfer will be saved in the History. You can resume the transaction at any time via the History Icon.

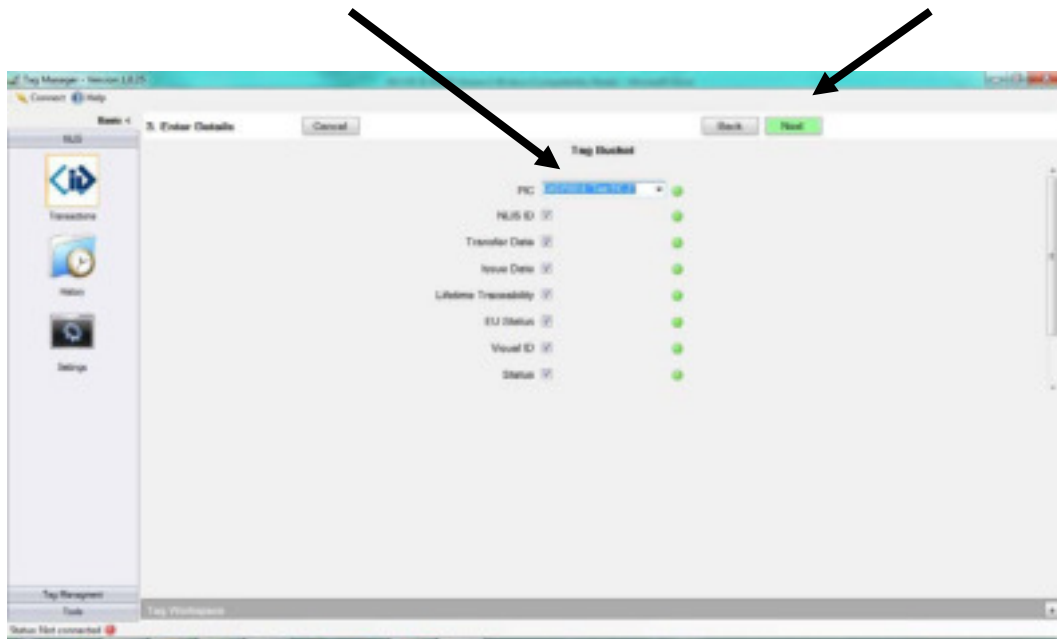
Step 5. Click on Finished to get back to NLIS Menu.

3.1.2 Tag Bucket

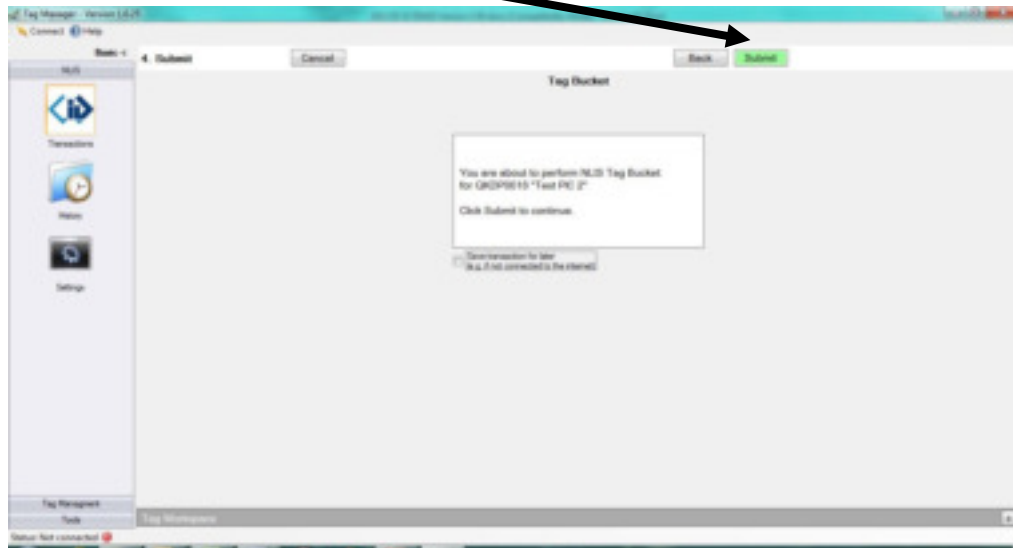
Step 1. To Retrieve your tag bucket file, click on  then **Next**



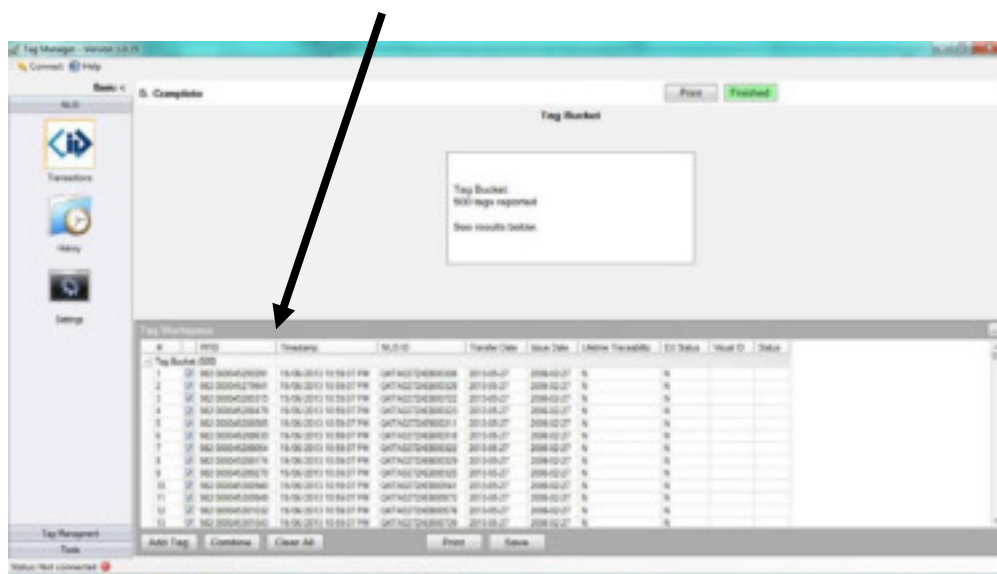
Step 2. Then select the **PIC** to download and the fields required, click **Next**



Step 3. A confirmation screen will then appear, summarising the transaction you are about to perform, Click **Submit** to continue.



Step 4. A message is generated outlining the number of tags reported, and the tag details are listed below in the **tag workspace**.



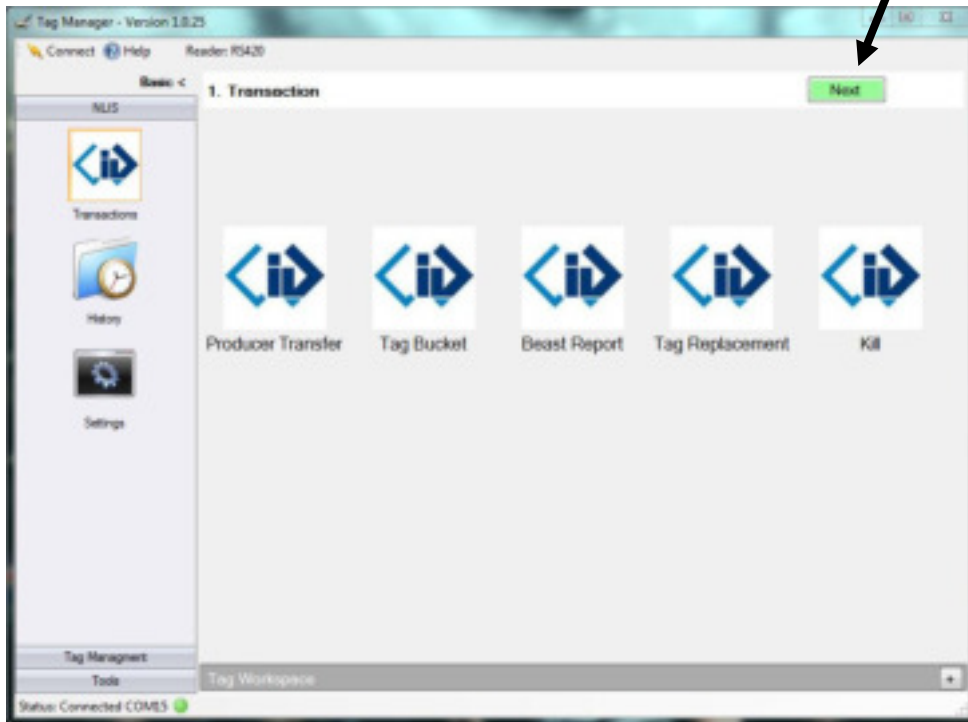
Tip. You must save this in the Filing Cabinet if you wish to open this file later for viewing or uploading into your reader.

Step 5. Click on Finished to get back to NLIS menu.

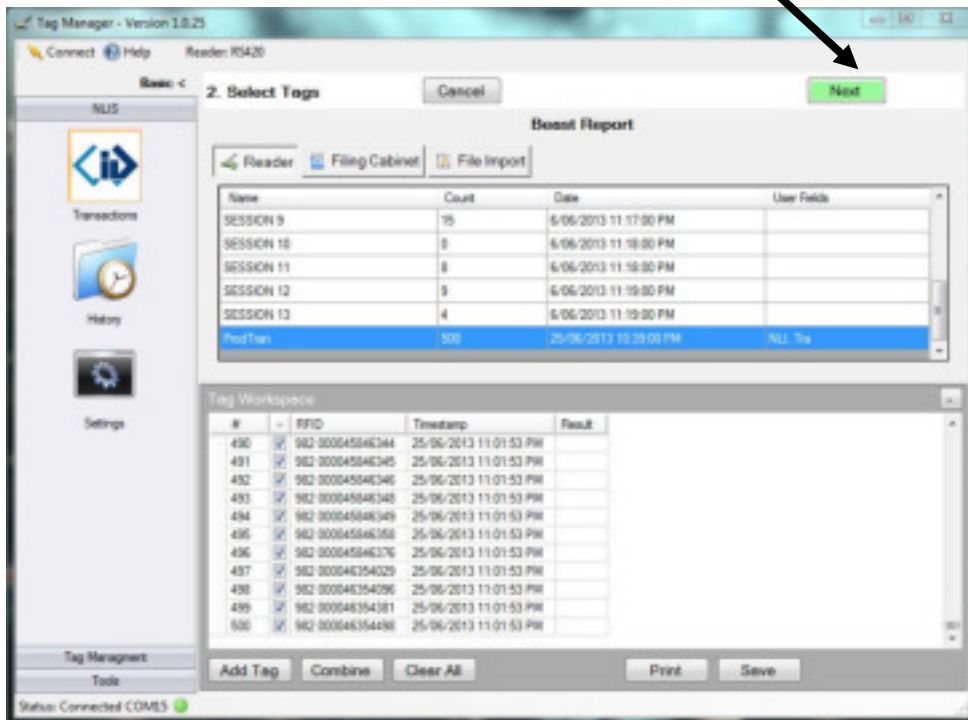
3.1.3 Beast Report



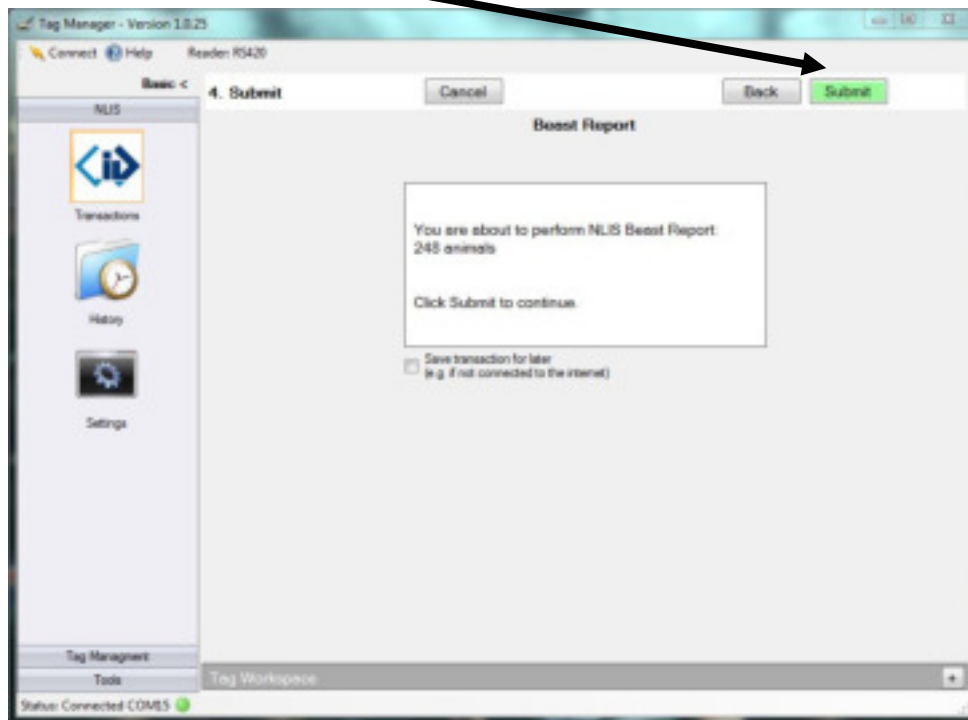
Step 1. To perform a beast report, click on the  icon, then click **Next**.



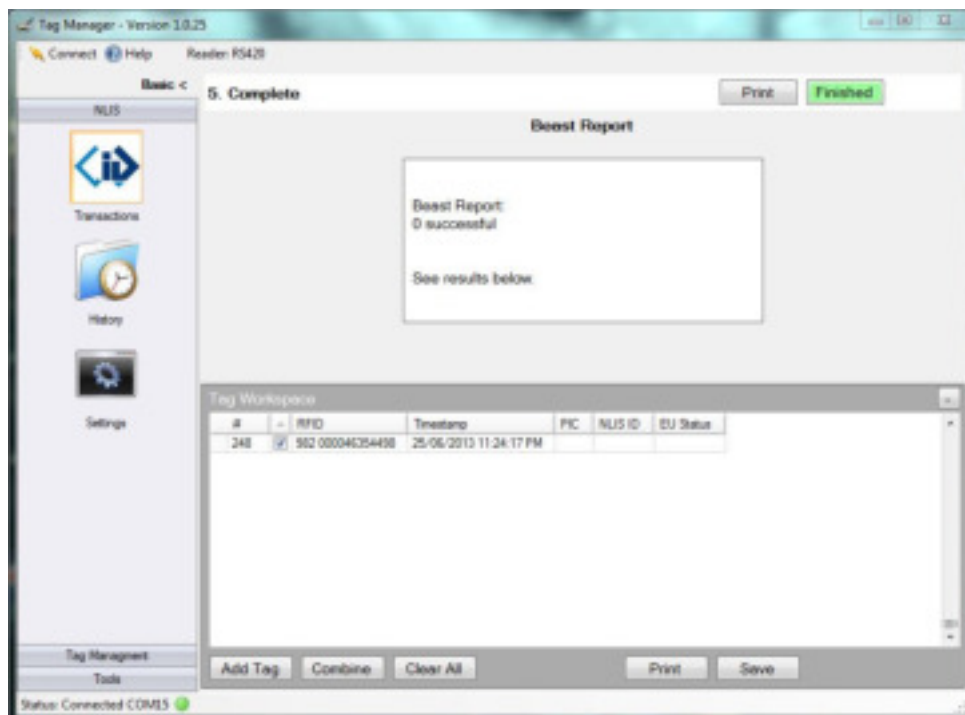
Step 2. Select the animals to perform a report on, click **Next**



Step 3. A confirmation screen will then appear, summarising the transaction you are about to perform, Click **Submit** to continue.




Step 4. A results screen is then displayed summarising the report.

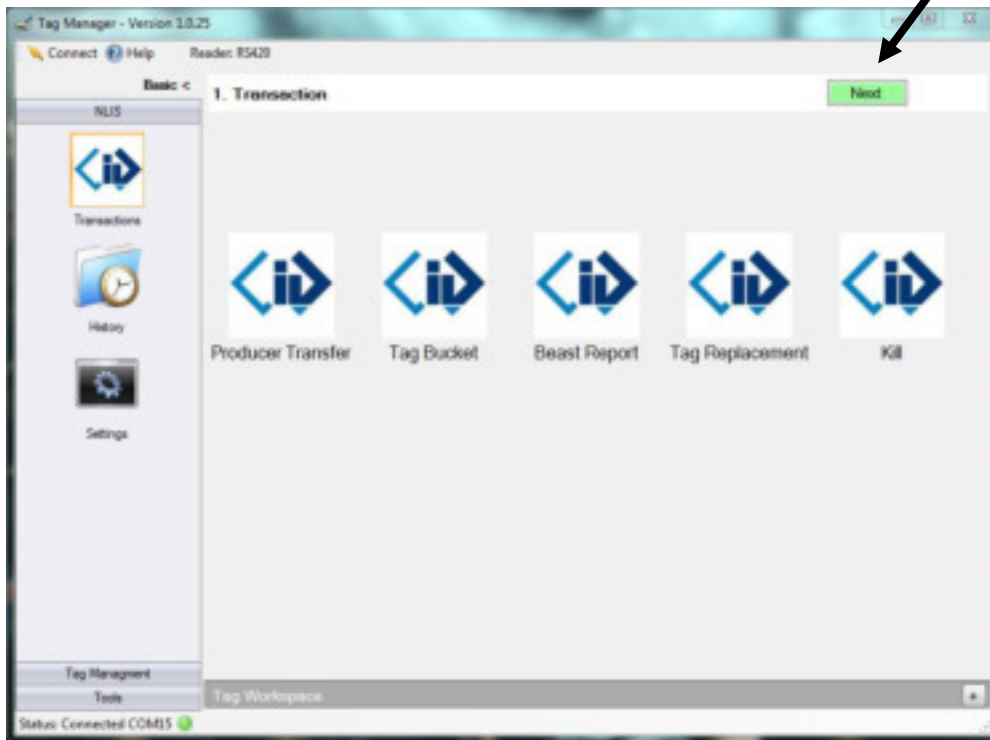


Tip. You must save this in the Filing Cabinet if you wish to open this file later for viewing or uploading into your reader.

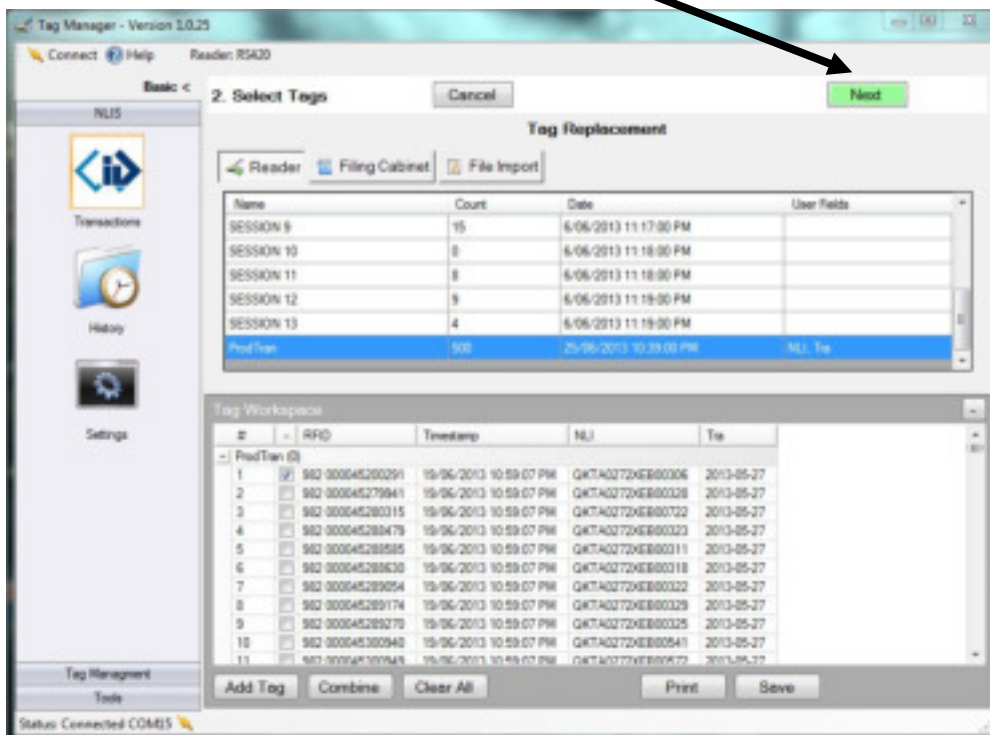
Step 5. Click on Finished to get back to NLS Menu.

3.1.4 Tag Replacement

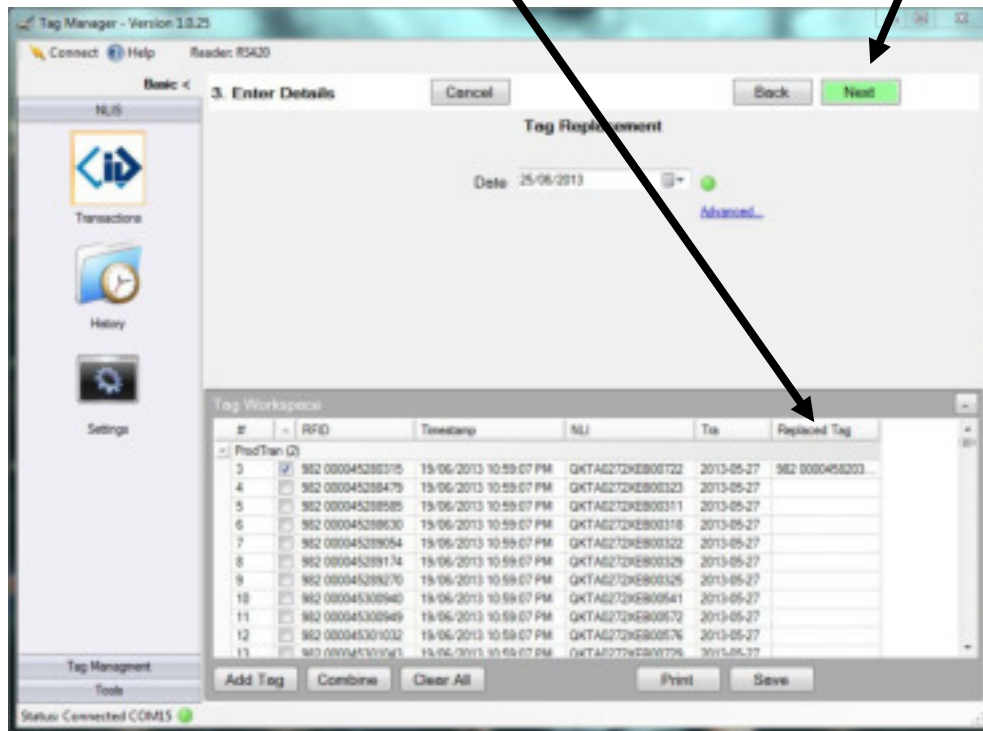
Step 1. To perform a tag replacement, click on the  icon, then click **Next**



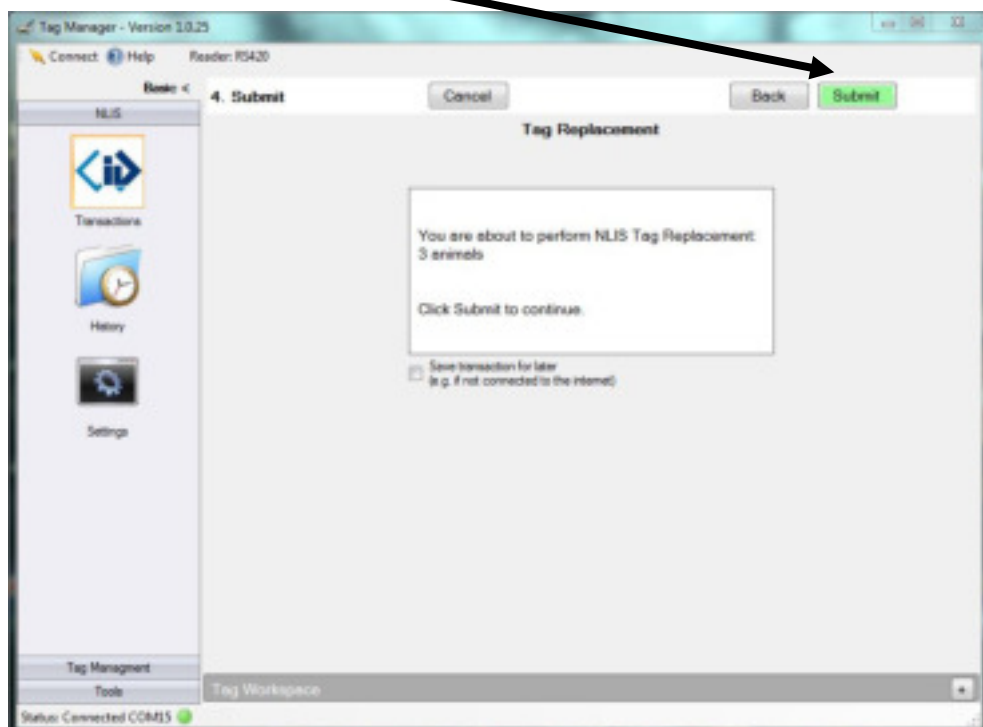
Step 2. Select the tag to be replaced, then click **Next**



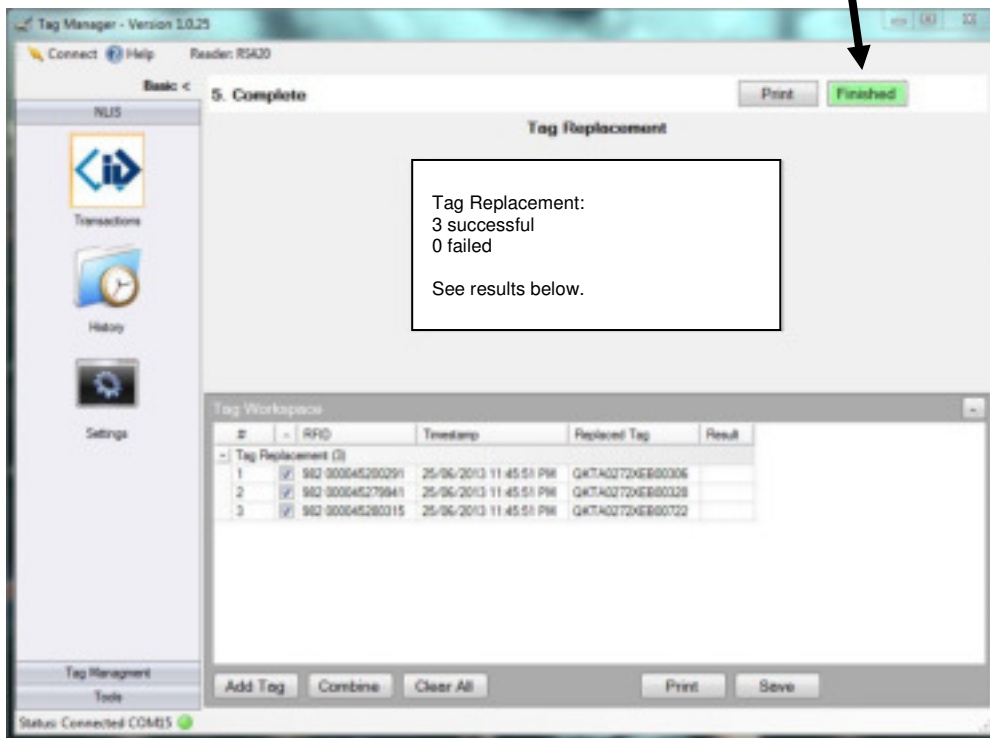
Step 3. Enter the details of the **Replaced Tag(s)**, and then click on **Next**



Step 4. A confirmation screen will then appear, summarising the transaction you are about to perform, Click **Submit** to continue.



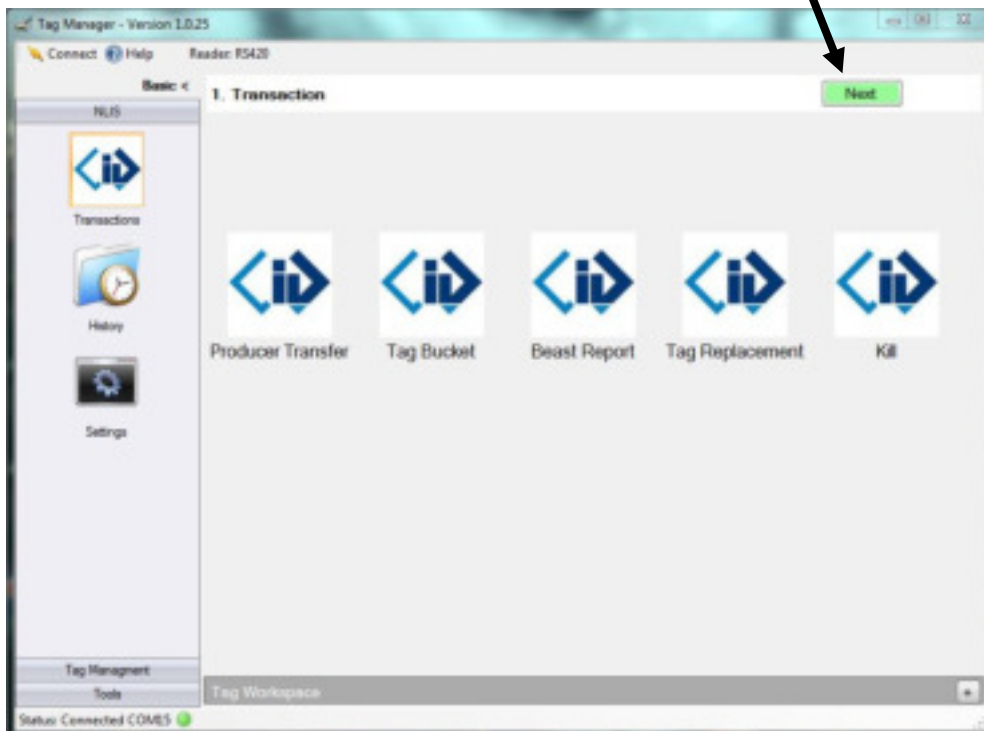
Step 5. The transaction details are then displayed, click on **Finished** to return to the NLIS menu.



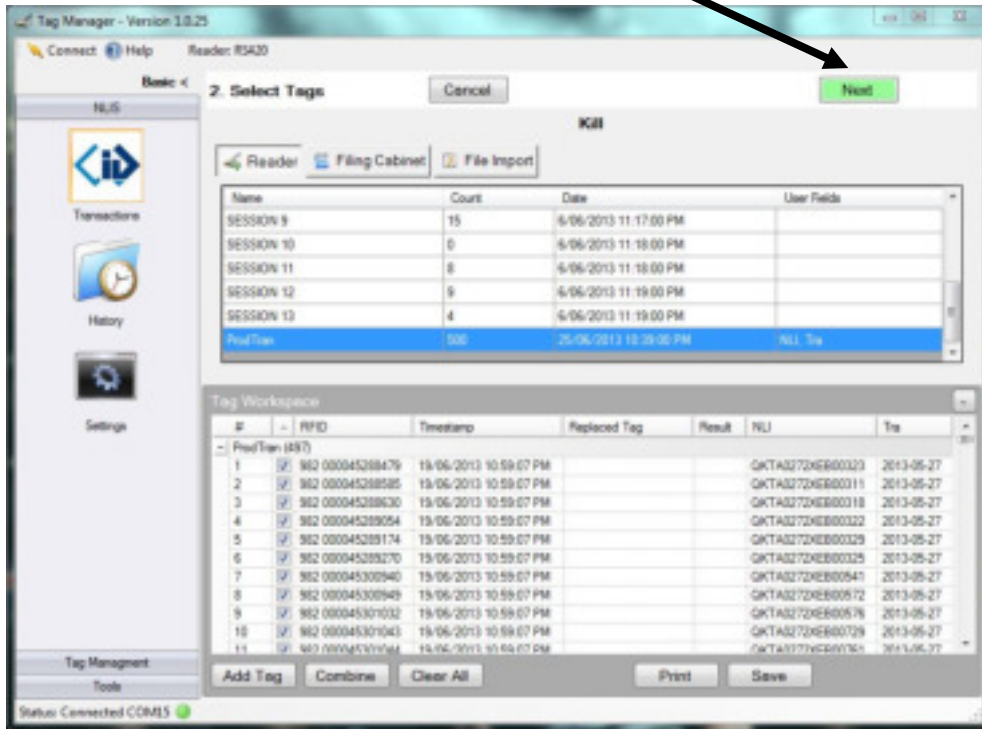
3.1.4 Kill



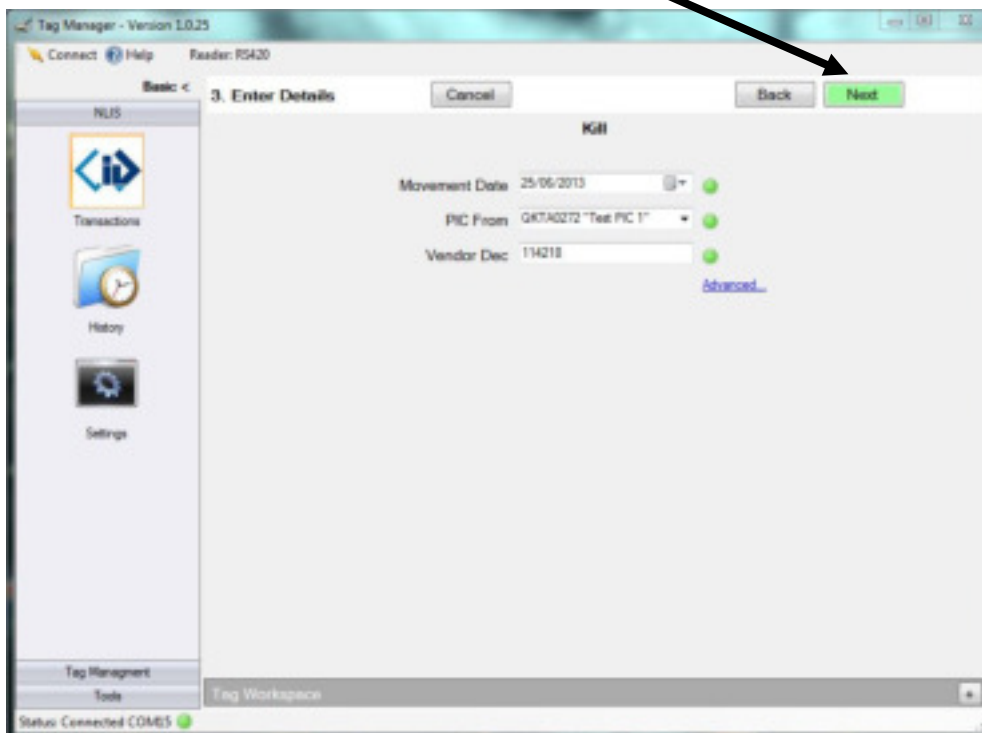
Step 1. To kill animals, click on the icon, then click on **Next**



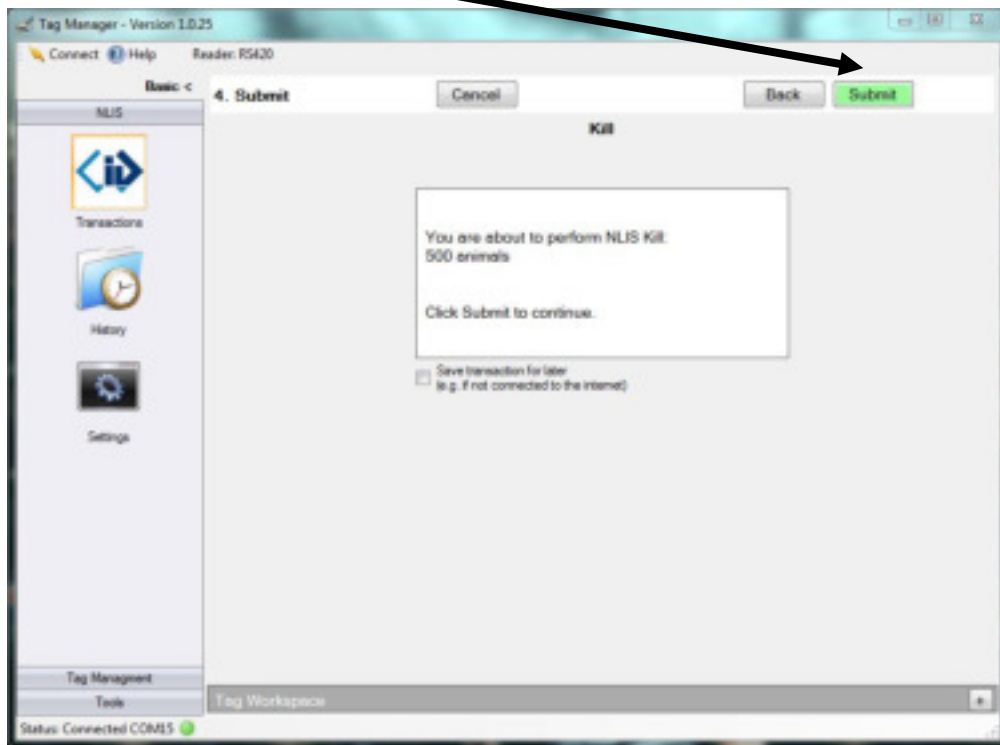
Step 2. Select the tags you want to kill, then press **Next**



Step 3. Fill in movement details, then press **Next**



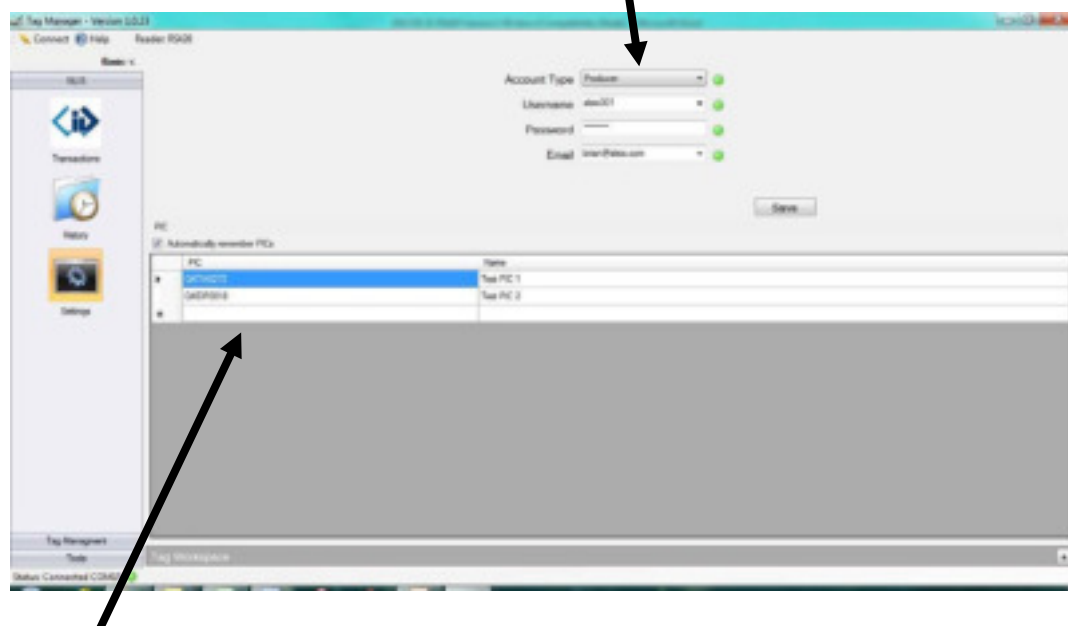
Step 4. A confirmation screen will then appear, summarising the transaction you are about to perform, Click **Submit** to continue.



This will complete the transaction and provide a summary report.

3.2 NLIS Settings

The Settings section sets up your **Account type, NLIS username and password.**

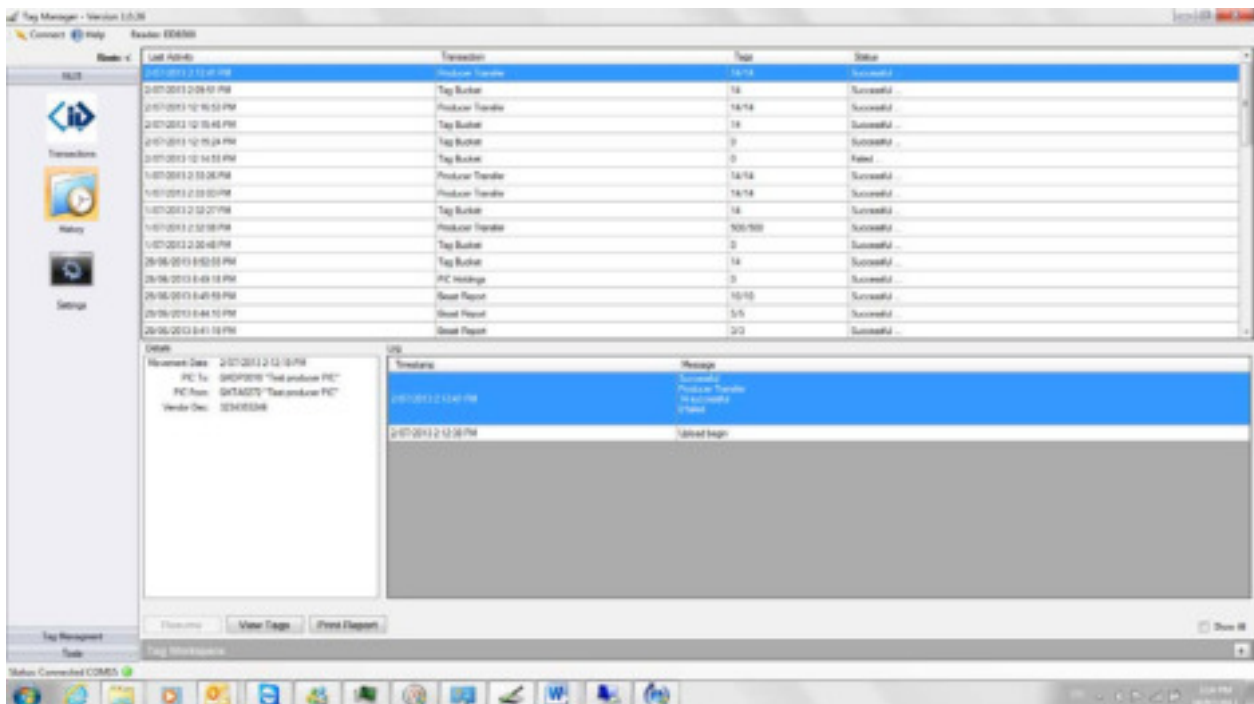


The **PIC** (Property Identification Code) section stores frequently used PICs. Select a cell in the PIC column and enter in your valid PIC code. Select the corresponding “Name” column to provide a helpful description of the PIC.

The account details are supplied by the NLIS database. If you are having trouble accessing the database, contact the NLIS helpdesk.

3.3 NLIS History

The History Icon displays all transactions with the NLIS database. Both successful and Failed transactions are displayed and information regarding the transaction.



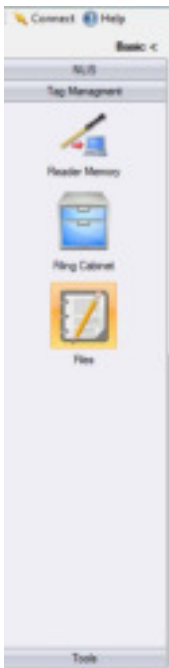
TIPS:

You can resume transactions if you ticked "save transaction for later"

You can view the tags in the transaction by clicking on the "View Tags" button

4.0 Tag Management Tab

The Tag Management tab has 3 Icons.



1. **Reader Memory:** Accesses information on the attached reader
2. **Filing Cabinet:** Stores previous information files that have been saved and can be accessed again
3. **Files:** Shows the recent files used within Tag Manager

4.1 Tag Management

There are three icons within the Tag Management submenu:

1. Reader Memory
2. Filing Cabinet
3. Files

4.1.1 Reader Memory

The reader icon allows Downloading and Uploading to the reader or starting a live scanning session.

4.1.2 Filing Cabinet

The filing cabinet is designed to let you store important files to be accessed at a later date. It is smart to name the files in a way that lets you retrieve the information at some point into the future.

4.1.3 Files

The files icon shows a history of files that have been used on the Tag Manager software. Click on Browse to find files on your PC.

5.0 Tools Tab

The Tools tab has 5 Icons.



1. **Reader Config:** Opens the configuration settings of the reader
2. **Sort Mode:** Allows you to do a comparison between a reader session and tags stored in a file.
3. **Visual Keyboard:** Allows you to read tags into a specified program in real time. This could be a custom program or programs such as Excel, Access and Word. Commonly known as a Keyboard wedge
4. **Predefined Settings:** Allows the user to load predefined configuration settings into the reader.
5. **Options:** Allows customised selection for STARTUP, REGIONAL and GENERAL settings

5.1 Tools

The tools submenu is designed for more advanced configurations of settings within various readers. This should be undertaken with the guidance of a reader support person.

5.1.1 Reader Config.

Opens the configuration settings of the reader

5.1.2 Sort Mode

Allows you to do a comparison between a reader session and tags stored in a file.

5.1.3 Virtual Keyboard

Allows you to read tags into a specified program in real time. This could be a custom program or programs such as Excel, Access and Word. Commonly known as a Keyboard wedge

5.1.4 Predefined Setting

Allows the user to load predefined configuration settings into the reader.

5.1.5 Options

Allows customized selection for STARTUP, REGIONAL and GENERAL settings