



Bar Code Scanner (BCS) Set Up Instructions

SERVER END SET UP - Salesforce® end

To install / connect the BCS module on the Salesforce® Server side, visit the link from the side panel bullet titled "[Free AppExchange Installation URL](#)" under the "Details" tab at the [BCS App Exchange listing](#) at Salesforce.com and follow the wizard.

CLIENT-SIDE APP SET UP - mobile phone and/or tablet app – client-side

Navigate to the "*Settings*" of the device. Locate and check the box (or turn on) the "*Unknown Sources*" option – this will allow you to install apps from a source other than Google Play.

NOTE: You may need to perform a Google search specific to your device to locate the "*Unknown Sources*" option.

Then download and install the BCS App from the link the CIRCE team provided.

IMPORTANT

Be sure to **turn off** the "*Unknown Sources*" option after successfully installing the BCS.

ACCESSING LOGIN CREDENTIALS – Salesforce® end

Near the bottom of the [BCS webpage](#), click on the link titled "*Accessing Salesforce® Login Credentials*" and follow the instructions.

After successful installation, launch the BCS app, and if asked, grant the app access to the camera.

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VIEWING SCAN RESULTS – Client-side and Salesforce® end

Scan virtually any bar code and wait for confirmation that it successfully scanned.

To view the scanned bar code record, navigate to your Salesforce® Org and click on the “+” tab (object). Locate and click on the “*Barcodes*” option to view the results.

For added detail, consider viewing the [BCS demo video](#) at the [BCS website](#).

NOTICE

Unless the login credentials are hard-coded into the BCS app, instances that trigger auto-log-out of your Salesforce® account include moving between different WiFi signals and cell phone towers.

The BCS can be programmed by our office to remain logged into your Salesforce® Org so you don’t have to keep logging back in once the allotted time set by Salesforce® expires.

Contact our office today to discuss the possibility of programming the apps specifically for your Salesforce® Org.