## QR Codes

## Adding QR Codes to Plant & Equipment

- 1. To add codes to plant & equipment click on QR Codes P&E from the Register menu.
- 2. For items that do not have QR Codes type in the search field to narrow down the selection.
- 3. Click on the item you wish to add a QR Code to and select <a>> View Details.</a>
- 4. Click on QR Icon and scan the code.
- 5. Click 💙 to save.

Registers

P&E Repair

PPE Issued

QR Codes P&E

P&E Maintenance

Plant & Equipment Register

Other Documentation

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<b>f</b>		← QR Codes P&E	<b>f</b>		
1	2	Q Fire f			
		Fire Fighting Equipment			
		Asset No: 12341 - Serial No:ES345 🗇 16/09/2020 Current FlameGuard Fire Blanket, 1.2mx1.8m			
		Choose Action			
	3	• View Details			

Cancel

×



## **Using QR Codes**

1.	On the home page click the QF	R Scan	≡ Safetyminder 🤇	← Plant & Equipment Summary 🔒			
	This will open your camera to	scan the	Scan QR Code Then select action	Motor Vehicles 2			
	assets QR Code.		1 Tasks	LI U4/11/2018 McLaren-720S Coupe-Yellow Asset No: 12 - Serial No:Rodj			
2.	The P&E Summary will display tasks assigned to you for this it	with any tem.	Filter By Expiry Peri Expired, Ex 🔻	Inspection History			
			Filter By Task Type All 👻	Maintenance History			
				Repair History      Daily Plant Inspection     18/09/2022 08:05 2 months - Client: - Worksite:			
				Vehicle Maintenance 22/07/2022 00:00 AssignedTo: Herman ASpider			
	Choose Action	3.	When you click on the asset des	scription a list of actions will be			
	Daily Plant Inspections		displayed.				
	Maintenance Register		Clicking on them will open the a complete as normal.	appropriate register for you to			

- Shared Plant & Equipment Register
- Vehicle Accident Register
- X Cancel

4.	Tick any of the History boxes and any	÷	Plant & Equipment Summary	<b>f</b>	÷	Plant & Equipment Summary	A
	displayed.	Motor	Vehicles		Motor	Vehicles	
5.	The tasks are displayed in descending	McLar Asset I	/11/2018 en-720S Coupe-Yellow No: 12 - Serial No:Rodj		McLan Asset	/11/2018 en-720S Coupe-Yellow No: 12 - Serial No:Rodj	
	order with the latest entries at the top.	<ul> <li>Image: A start of the start of</li></ul>	Inspection History			Inspection History	
Clicking on a tas	Clicking on a task will show actions:		Maintenance History			Maintenance History	
			Repair History			Repair History	
6.	Click To view details of the task.	Plant 20/07/ Herma	Inspection 2022 08:05 n ASpider		Plant 20/07/ Herma	Inspection 2022 08:05 n ASpider	
7		Plant	Inspection		Choos	se Action	
7.	attached	24/01/ Fred Fl	2022 05:37 intstone	6	o	View Details	
				7		View Document	
					×	Cancel	

- 8. In each of the P&E registers you can now click on the QR Code icon & scan the asset.
- 9. Safeyminder will then show you a list of tasks in that register for this asset.
- 10. When creating new tasks in these registers you can also click and scan the QR Code to populate the asset details.

← P&E Maintenance	<b>^</b>	← Shared Plant & Equipment 🔒	← P&E Inspection				
<b>Q</b> Search	8	۹ Mazda 323 Pink 9	P&E Register    Hire Equipment				
Plant & Equipment Maintenance	<b>16/00/2021</b>	Show Images	Scan QRCod 10				
HT Test Daily Plant	L 10/09/2021	Motor Vehicles	Asset Type				
Vehicle Maintenance		Mazda-323-Pink Asset No : zz1 - Reg No : HT1	Motor Vehicles -				
Mazda-323-Pink	<b>1</b> 29/10/2022	Booked to 22/07/2021 18:00 by George Foreman	Plant & Equipment Register				
Compound #2			Mazda-323-Pink , Serial No : HT1 , Asset No : z				
			Description				
			Mazda-323-Pink				

## NOTES:

- QR Codes needs to be turned on in Company Settings to do this please contact us at <a href="mailto:support@safetyminder.co">support@safetyminder.co</a>
- QR Codes can be used in the following mobile app P&E registers:
  - Inspections
  - Maintenance
  - Repairs
  - Share P&E

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