

All Orders Mobile - Activation and Preferences

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Activation

Before you use All Orders Mobile, your company admin must activate it in [Company Preferences](#). Check the 'Activate' and you will see your API Key and Preferences appear. Make a note of the API Key as you will need to login.

Preferences

Which field is your preferred scan field?

Companies have a variety of bar codes which may have the Item's Name/Number, Name, UPC and Manufacturer Part No. All Orders Mobile will in fact search for all of them but in order to improve performance you should pick your preferred field.

Note: For receiving purchase order it will look for the Vendor's Part No as well.

When shipping orders:

These three check boxes control scanning of items when you are shipping sales orders.

- **Auto Scan:** When auto scan is checked after a scan the quantity is incremented by 1. When this is unchecked, after a scan you type in the quantity and press the Scan button.
- **Auto Fill:** When auto fill is check, after a scan the quantity picked will equal to the ordered amount and will show in the quantity box. At

which you would press the Scan button to effectuate the pick.

- Auto Fill Item: This is only available when Auto Fill is checked. In addition to the quantity being auto filled the item is also auto filled in the scan box.

The Auto Scan and Auto Fill feature are mutually exclusive.

When receiving purchase order:

Auto Scan: When auto scan is checked after a scan the quantity is incremented by 1. When this is unchecked, after a scan you type in the quantity and press the Scan button.

When performing counts:

These three check boxes control scanning of items when you are doing a count.

- Auto Scan: When auto scan is checked after a scan the quantity is incremented by 1. When this is unchecked, after a scan you type in the quantity and after you press Check. [Learn more.](#)
- Auto Check: Will automatically perform a check of the Item. [Learn more.](#)
- Hide Current Qty: User will not be able to see system quantity.

When doing Warehousing activities:

Auto Scan: When auto scan is checked after a scan the quantity is incremented by 1. When this is unchecked, after a scan you type in the quantity and press the Scan button.

Warehousing start scanning with:

This setting tells All Orders Mobile what you will be scanning first, Item, Bin or Lot / Serial Number.