Order Time Mobile - Scanning & Barcodes

Last Modified on 11/03/2026 7:18 pm EST

This article covers how Order Time Mobile reads barcodes and which settings control it.

Camera or hardware scanner

You can scan with the device camera or with a hardware scanner, such as a rugged Android device or a Bluetooth scanner.

- To use the camera, turn on **Use Phone Camera to Scan** in **Settings > User Settings**. The app asks for camera permission the first time.
- To use a hardware scanner, turn **Use Phone Camera to Scan** off. Make sure the scan field has focus before you scan.

Changing this setting reloads the app and returns you to the Main Menu. Your work is kept.

What the app matches your scan to

Recognize Scan in User Settings decides which item field a scan is compared with:

- **Full Name**: the item's full name or number
- **Name**: the item name
- **UPC**
- **MPN**: manufacturer part number
- **GS1**: GS1 barcodes

The company default comes from **What field is your preferred scan field?** in Company Preferences - Mobile.

Scan order

On the Scan tab, the app expects an Item, Bin, or LSN (lot or serial number) in a set order. The highlighted field is the one it expects next. **Start Scan With** in User Settings sets whether the item or the bin comes first. Admins can turn the Item, Bin, and LSN scans on or off in **Settings > Preferences**.

Composite QR codes

If your labels use QR codes that hold more than one value, turn on **Enable Composite QR Parsing** in User Settings. The app accepts these formats, separated by a pipe (|):

- **Item|LSN**
- **Item|Bin|LSN**

If a QR code doesn't match one of these formats or has an empty value, the app shows a parse error.

Tap to Confirm Picking

With **Enable Tap to Confirm Picking** on, you can tap an item instead of scanning it, enter the quantity, check the bin and LSN, and confirm. It works for sales orders, purchase orders, and ship docs. The setting appears only when it is turned on for your company.

Troubleshooting

If a scan says the item wasn't found, see Item Was Not Found Error.