WashConnect® Mobile v1.0.12

Installation and User Manual

Version 1.2
Stay Connected with WashConnect® and your real-time data from your mobile device anywhere in the world.

- If you have an Android or iPhone, you can install WashConnect® on your mobile device from the app store.

- If you have an older phone like a BlackBerry® or a Windows® mobile phone or device, you cannot install the Mobile App. However, you can always access WashConnect® via web access. Instructions for web access are not included in these instructions.

NOTE: Web Access feature is optional, and initial validation with ICS Tech Support is necessary.
WashConnect® User Setup

1. Open WashConnect® on your computer desktop.
2. From the WashConnect® logon screen, select Corporate, and log on.
3. From the Users menu, select Manage Users.
4. If new user, select the Add button from the Tools area.
   -or-
   If User has WashConnect® access, select the Edit button. The Manage Users tab appears.
WashConnect® Manage Users
WashConnect® User Setup

5. In the **User Name** box, type a User Name.

**NOTE:** Type in the User Name in the User ID box at WashConnect® logon. The User Name will appear on the status bar at the bottom of the screen.

6. In the **First Name** box, type the User’s first name.

7. In the **Last Name** box, type in the User’s Last Name.

8. In the **Password** box, type in a Password. (Write it down in a safe place.)

9. In the **Group** box, select a Group.

10. In the **Role** section, select the Roles that apply to the User.

**NOTE:** If you have older technology devices like a Blackberry ® or a Windows® mobile phone, you cannot install the Mobile App from an app store but can access WashConnect via Mobile Web Access which is available from the Manage Users screen but is not further discussed in this document.
WashConnect® User Setup

11. Click to select the Allow Mobile App. Access box.
   The Mobile App Reports section appears.

12. In the Mobile App Reports check boxes, click to select the reports to view on the Mobile App for this User.

13. Click the Save button.
   The User is set up.
Find your Corporate Site’s Customer Number

You can log out of one corporate site and log in to another corporate site. All you need is to enter the corporate Customer Number on the login screen.

If you do not know your other corporate Customer Number, follow these instructions to locate the number without having to contact technical support:

1. Open WashConnect on your desktop.
2. Log on at Corporate.
3. Right-click on any menu button on the right-side of the screen. The shortcut menu appears.
4. From the shortcut menu, select Properties.
Find your Corporate Site’s Customer Number

4. From the **Properties** dialog box, locate the **Address (URL)**. This is the typical format:  
   https://host1.washconnect.com/xxxx1234/...

5. In this example, you can locate the corporate Customer ID (Corporate Site ID) which is 1234.

When on your mobile device WashConnect Mobile app, you can log off a corporate site, and then log on to another corporate site easily with the Customer Number.
Android Play Store

1. Power on your Android.
2. From your Android, locate and tap the Play Store button.
3. In the Search area, type in WashConnect -or- Innovative Control Systems.
4. From the on-screen keyboard, tap the Search button.
5. Tap the ICS WashConnect App.
6. Tap the Install button. Downloading appears.
7. When available, tap the Open button.
iPhone App Store Installation

1. Power on your iPhone.
2. From your iPhone, open the App Store.
3. In the Search area, type in WashConnect.
4. Tap the GET button. The ICS WashConnect App installs.
5. Tap the Open button.
Initial Log In

You can log in to your corporate site by entering the four-digit Customer Number at the login screen. (See slides #24-25.)

1. From your Android or Apple device, tap the ICS WashConnect® app icon.

   NOTE: If you did not log out from your last session, you will still be logged in WashConnect®.

2. In the **Customer Number** box, type the Site ID. This number is retained from your last login.

3. In the **User Name** box, type the WashConnect User’s Name. (See slides #3-5.)

4. In the **Password** box, type the WashConnect User’s Password. (See step #8 on Slide #5.)

   **NOTE**: This password is not the **Allow Mobile Web Access** password from the User setup screen in WashConnect®. (See Slide #4)

4. Tap the **Log In** button.
Menu

The menu is the biggest difference between the Android Mobile App and the Apple Mobile App.

Tap the Android Menu button to view the menu and locate a task:
- Dashboard
- Calendar
- Data Comparison
- Settings
- Log Out

The Apple Menu is located at the bottom of the Mobile App screen to easily locate a task:
- Dashboard
- Calendar
- Data Comparison
- Settings
Settings

1. On the menu, tap **Settings**.
2. View the version of WashConnect® Mobile. In this example, it’s version 1.0.9.
3. From Location, select a default location.
4. From the Temperature Unit, select Fahrenheit or Celsius.
5. From Show 24 Military Time, slide the toggle switch. In this example, it’s turned off.
6. From Data Comparison, select the Initial and Comparison date ranges. (See slide #10)
7. From Profit Center(s), select the default profit center(s) to view.

**NOTE:** There is no Save button in the App. After a selection is made, it is automatically saved.
WashConnect® Mobile Dashboard

The Overview of the Dashboard displays the corporate structure that was set up in WashConnect® such as: Corporate, Regions, and Individual Sites.

1. On the menu, tap Dashboard.
2. Tap an arrow to select a region or car wash location to drill-down for more detailed information.
You can view many reports at a glance by scrolling down:

- Weather
- Cars Washed per Hour
- Conveyor Speed
- Employees
- Terminal Balances
- Labor
- Sales Distribution

3. You can drill deeper into any of these reports to view even more detailed information by tapping on the right-arrow button.

4. At any time, you can change Locations by tapping another Location at the top of the screen.
WashConnect® Mobile Dashboard

From the Dashboard, you can scroll down to view the Conveyor Speed.
  
  • NOTE: Must be on Database Version (1.5.23.0)
WashConnect® Mobile Dashboard

From the Dashboard, you can scroll down to view the **Employees** report.

You can see the employees who are working and which departments the employees are clocked into as well.

- NOTE: Must be on Database Version (1.4.9.2)

1. Click the arrow in the Employees header to view more detailed information.
From the Employees Working tab, you can click the header to toggle back and forth to see all columns:

- Employee
- Profit Center (Dept.)
- Time
- Today
- Week

From the Employees Not Working tab, you can click the header to toggle back and forth to see all the columns:

- Employee
- Last Day
- Today
- Week
WashConnect® Mobile Calendar

1. From the menu, tap Calendar.
2. Double-tap the date tile to view the underlying dashboard reports for that date.
For Data Comparison, you will need to compare two different sets of date ranges.

1. From the menu, tap **Settings**.
2. From the **Data Comparison** section:
   - In the **Date Range**:
     - Tap **From** and select a date, and then tap Set.
     - Tap **To** and select a date, and then tap Set.
   - In the **Comparison Range**:
     - Tap **From** and select a date, and then tap Set.
     - Tap **To** and select a date, and then tap Set.
3. On the menu, tap **Data Comparison**.

View the Data and Statistics variances for the dates compared.

At a glance, you can view the difference:
- Positive - green arrow points up
- Negative - red arrow points down.

4. From the **Data and Statistics** header, tap % →.
WashConnect® Mobile
Data Comparison

The underlying data for the report appears for the two different date ranges.

For descriptions of the **Total** column, see the next slide.
# WashConnect® Mobile Data Comparison

## Data Comparison

<table>
<thead>
<tr>
<th>Total Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>Cars</td>
</tr>
<tr>
<td>AvgC</td>
<td>Average Cars</td>
</tr>
<tr>
<td>$</td>
<td>Sales</td>
</tr>
<tr>
<td>$/C</td>
<td>Sales/Car</td>
</tr>
<tr>
<td>X$</td>
<td>Extra Sales</td>
</tr>
<tr>
<td>CXS</td>
<td>Cars Buying Extra Services</td>
</tr>
<tr>
<td>%CXS</td>
<td>% of Cars Buying Extra Services</td>
</tr>
<tr>
<td>X$/C</td>
<td>Extra Sales/Car</td>
</tr>
<tr>
<td>AMH</td>
<td>Actual Man Hours</td>
</tr>
<tr>
<td>RMH</td>
<td>Required Man Hours</td>
</tr>
<tr>
<td>MHΔ</td>
<td>Man Hours Variance</td>
</tr>
<tr>
<td>LC</td>
<td>Labor Cost</td>
</tr>
<tr>
<td>L/C</td>
<td>Labor/Car</td>
</tr>
<tr>
<td>%LS</td>
<td>% of Labor to Sales</td>
</tr>
<tr>
<td>C/MH</td>
<td>Cars/Man Hour</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location</th>
<th>Lehigh Valley Car Wash</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Range</td>
<td>01/01/2017 - 02/13/2017</td>
</tr>
<tr>
<td>Comparison Range</td>
<td>01/01/2015 - 02/13/2017</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total</th>
<th>368.48</th>
<th>132.05</th>
</tr>
</thead>
<tbody>
<tr>
<td>AvgC</td>
<td>124,401.88</td>
<td>762,050.88</td>
</tr>
<tr>
<td>$</td>
<td>7.67</td>
<td>7.45</td>
</tr>
<tr>
<td>X$</td>
<td>44,545.08</td>
<td>255,437.01</td>
</tr>
<tr>
<td>CXS</td>
<td>9,843.00</td>
<td>55,602.00</td>
</tr>
<tr>
<td>%CXS</td>
<td>60.71</td>
<td>54.33</td>
</tr>
<tr>
<td>X$/C</td>
<td>2.75</td>
<td>2.50</td>
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<tr>
<td>AMH</td>
<td>1,137.05</td>
<td>11,879.21</td>
</tr>
<tr>
<td>RMH</td>
<td>495.00</td>
<td>4,361.00</td>
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<tr>
<td>MHΔ</td>
<td>642.05</td>
<td>7,518.21</td>
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<tr>
<td>LC</td>
<td>11,151.20</td>
<td>99,151.16</td>
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<tr>
<td>L/C</td>
<td>0.69</td>
<td>0.97</td>
</tr>
<tr>
<td>%LS</td>
<td>8.96</td>
<td>13.01</td>
</tr>
<tr>
<td>C/MH</td>
<td>14.26</td>
<td>8.61</td>
</tr>
</tbody>
</table>
5. From the Data Comparison screen, tap the **Charts** icon.

*Note:* You can change the Data Comparison dates from the Settings menu.

6. Tap the **Close** button to exit the Data Comparison chart.
1. On the menu, tap **Log Out**.

**Tip:** It is recommended to Log Out in order to keep your data private.