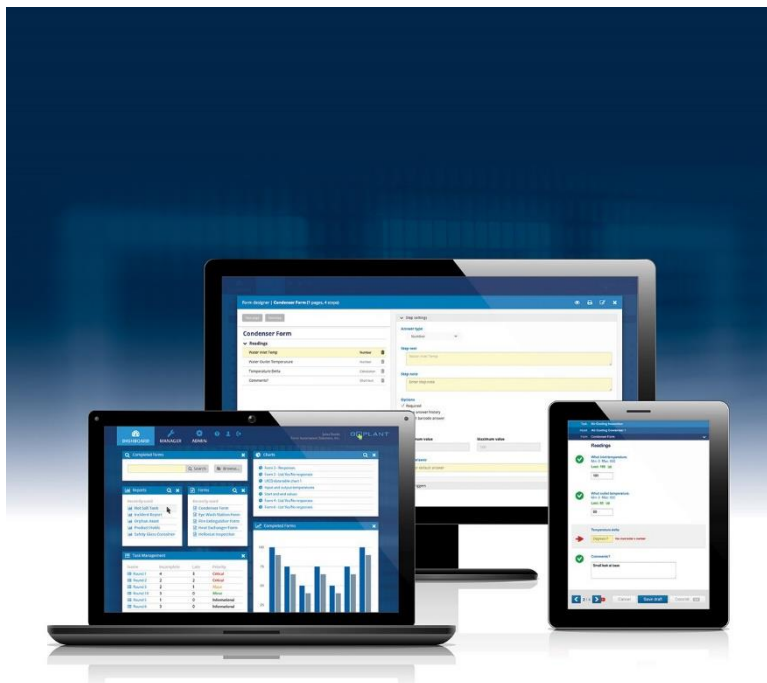


GoPlant Mobile User Manual

Version 2024.4



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1 Getting started with GoPlant Mobile

1.1 Installing and updating the GoPlant application

GoPlant is an asset inspection and data collection solution that uses a mobile device for field operations and a web browser for administration and reporting. For more information on the web interface refer to the GoPlant User Manual (separate document).

The mobile application, discussed here, can be downloaded from the application store for your device, GoPlant Mobile is available from the Apple, Android and Windows Application stores. It is important to check periodically to ensure that you are using the latest version of the GoPlant Mobile app. Please check with your IT department and ensure you can update the device or have them update if your company is utilizing Mobile Device Management (MDM) software.

When updating the mobile device software or the GoPlant application, it is recommended to restart the mobile device. This will ensure that all settings and updates are properly applied.

1.2 First time application start-up

Once installed, ensure the device is connected to a network with access to the premise or hosted GoPlant website. Launch the mobile client app by selecting the GoPlant application icon.

If this is the first time GoPlant has been accessed, the following dialog will appear:

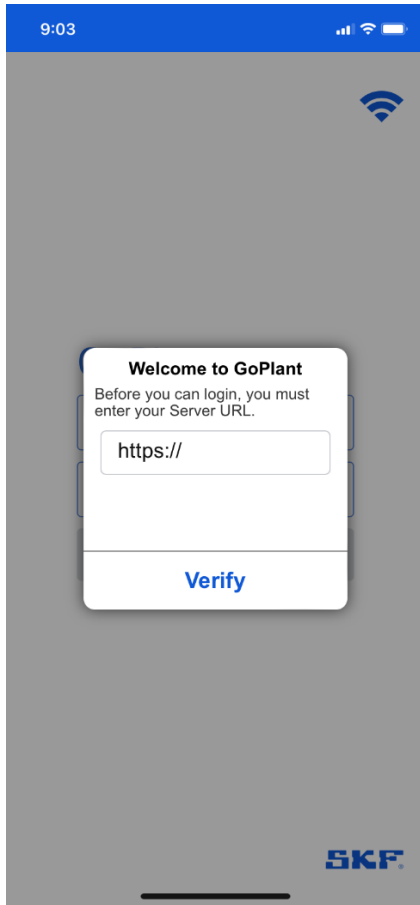


Figure 1: GoPlant first time dialog

Now to proceed:

- Enter the URL for your GoPlant website in the dialog. The URL must be prefaced by either `http://` or `https://` in addition to the GoPlant website URL that defines your system. For hosted customers, it will be `https://` (the default). For premise customers, it could be either one.
- Press the blue **Verify** text at the bottom of the 'Welcome to GoPlant' pop-up window.
- Ensure that a green 'Success Ready to Login: 200' message appears and that the blue text label for the bottom button of the pop-up window changes to "OK".
 - If not, double check the entered value and the device network connectivity (if connected, verify it is on a network that has access to the GoPlant website). Press the **Verify** button again until GoPlant has reached the designated server.

- If an error occurs, a red “Unable to connect to this URL: 0” or other error message will appear, along with a pop-up window that logs all details of the failed connection. If the issue is not easily resolved, please copy this log with the copy button in the upper left hand corner and send to SKF technical support at: goplant.techsupport@skf.com.

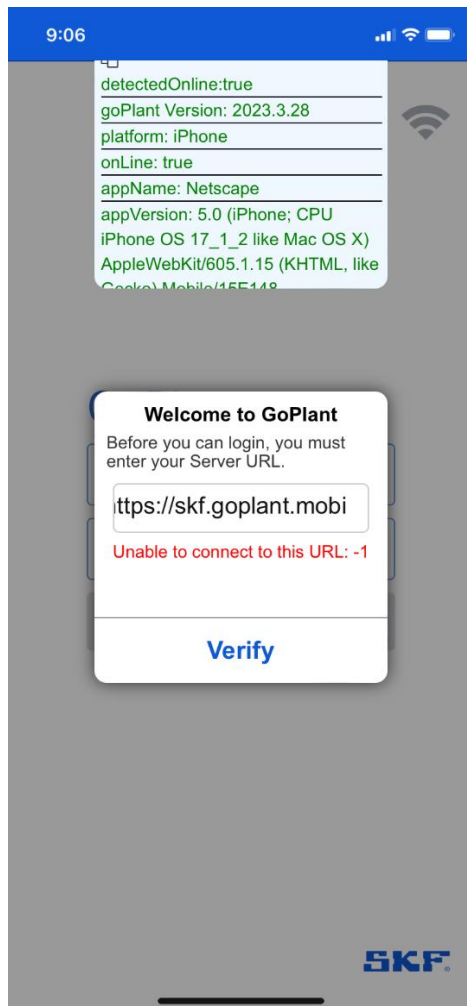


Figure 2: GoPlant Connection Error

1.3 Subsequent application start-up

Once installed, ensure the device is connected to a network with access to the premise or hosted GoPlant website. Launch the mobile client app by selecting the GoPlant application icon, the Login screen appears:

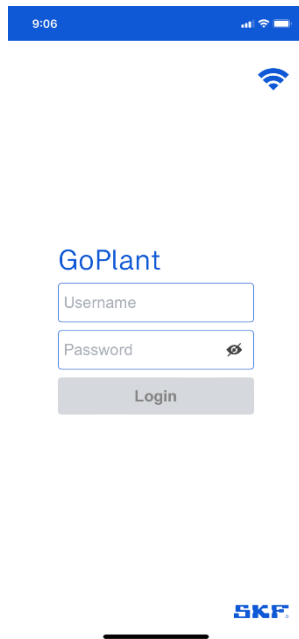


Figure 3 GoPlant Login dialog

Login by typing the **Username**, **Password** and clicking **Login**. The GoPlant mobile home screen will launch and the mobile app will log into the GoPlant system.

1.4 GoPlant mobile home screen

As shown below, the GoPlant mobile home screen is made up of several information areas and icons:

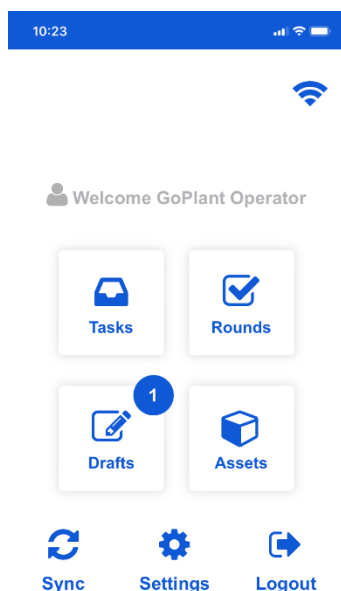


Figure 4 GoPlant Online Mode

- In the top right corner, the Wi-Fi connection icon conveys connection status information by its color.
 - Blue indicates that the GoPlant application is connected to the GoPlant server.
 - Grey indicates that the mobile app is in offline mode and will not attempt to sync with the server until it is placed back into online mode (blue). When in offline mode the device will NOT attempt to reconnect until it is placed back in online mode.
 - Selecting the Wi-Fi icon will cause the color to change from blue/online to grey/offline or vice versa.
 - Every time the network connection is activated the mobile app will attempt to sync all data on the device. If no device level network is connected, the app will display a “No network available” ribbon notification.
 - Turning off Wi-Fi allows the user to complete the rounds without attempting to sync in and out of ‘spotty’ Wi-Fi. Data

entry speed is also increased as the mobile application will not attempt to sync after every committed form.

- If the Wi-Fi button is pressed for at least a second, the name of the server, the current status of the connection and the **Sync** status are displayed with ribbon notifications.
- If the device is connected to a network but it loses connection to the GoPlant server, the connection icon will change to grey with a strike through indicating that the GoPlant Server is not available.

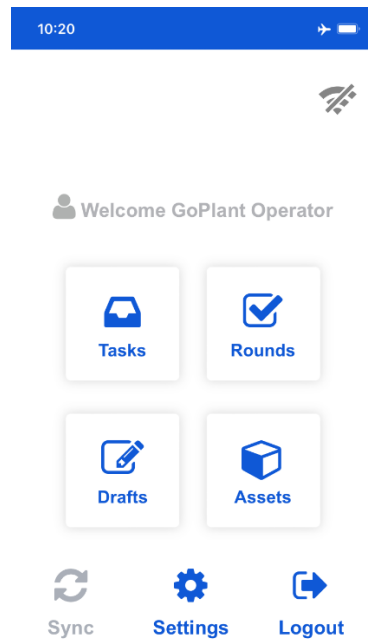


Figure 5: GoPlant No Network Available

- The main area of the screen is occupied by four large buttons to access **Tasks**, **Drafts**, **Rounds** and **Assets**.
 - The white numbers in a blue circle in the upper-right corner of the buttons indicate the number of **Tasks** assigned to this user and the number of saved **Drafts** (if any).
- The **Sync** button will force a sync with the GoPlant server. Note that Auto Sync functionality may be enabled via the **Settings** menu.
- A button to display the **Settings** menu.
 - When a connection to the server is available the icon will be blue and selectable, when not connected the icon will be grey and the **Settings** menu will be unavailable.
- There is also a **Logout** button.

- It is important to log out of GoPlant (with Wi-Fi enabled) when finished using the mobile device.

1.5 Sync

The **Sync** function will manually initiate a synchronization between the mobile device and the GoPlant server.

- Depending on system configuration there is also the possibility of an [automatic synchronization](#) and similar features being enabled.

Remember to **Sync** the mobile device before leaving a network area or before starting any task. This will ensure that all information on the device is up to date with the GoPlant server.

A **Sync** action on returning to a network area will similarly ensure that any collected data reaches the server.

- The Wi-Fi must be enabled (icon must be green) to sync with the server.
- A long press for 3 seconds on the **Sync** icon will force a complete synchronization reset of the mobile app. This will result in a total removal of the data on the device before the normal sync process and results in a longer than usual sync time. This action is not required but may be used if directed by SKF Technical support or a previous network error or sync error occurred on the device due to loss of network.

Refer also to the [Wi-Fi icon functionality](#) description for ascertaining current connection and synchronization status and to [Logout](#) for more background on the need for synchronization when a user is finished using the mobile device.

1.5.1 Enable Auto Sync and Device Auto-Reconnect

At the storage group or user level, GoPlant provides the option to enable "Auto Sync" and "Device Auto-Reconnect" to the server.

When enabled the latter will cause the GoPlant application to connect to a device network when one is available and the former to automatically synchronize **Forms, Assets, Rounds, Tasks** and Answer/Data History with the server.

Additionally, the mobile device user may have been given ("Allow to change") rights to individually change these settings within the [User settings](#) menu:

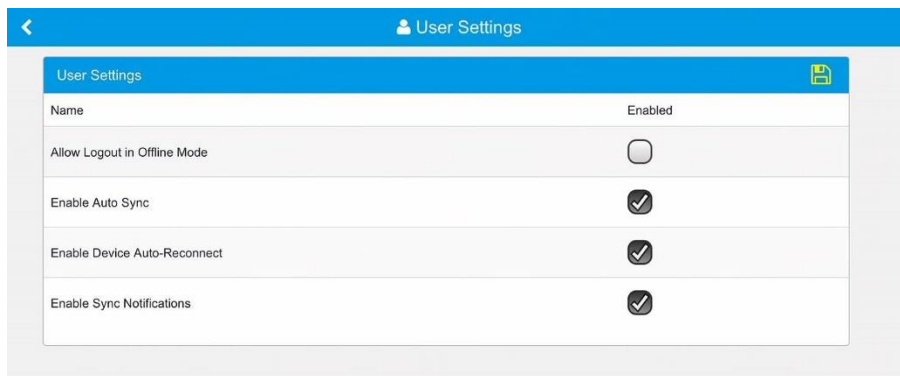


Figure 6 User Settings – Settings may be available to the mobile user

Enable Device Auto-Reconnect: The GoPlant application will attempt to connect regularly to the configured GoPlant Server. Ribbon notification messages will keep the user informed when the device connects and syncs. Notifications will also appear if the GoPlant server is unavailable or the network connection is not configured properly.

Enable Auto Sync: The GoPlant application will attempt to automatically synchronize **Forms, Assets, Rounds, Tasks** and Answer/Data History.

Note that in addition there is the related setting **Enable Sync Notifications**. If this is enabled without Auto Sync then when changes are detected the **Sync** icon will change as seen below to indicate to the user that changes are available.

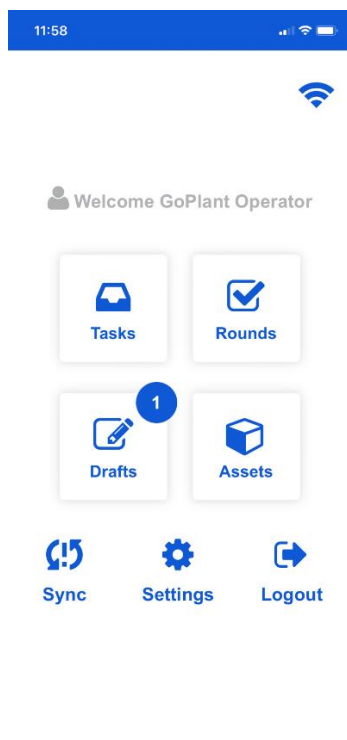
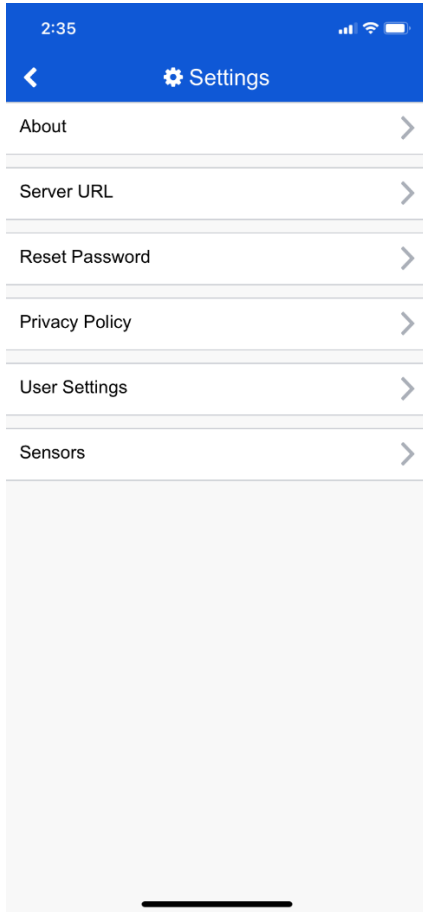


Figure 7: GoPlant Sync Changes Available

1.6 Settings

From the [app home page](#), select the **Settings** icon and the **Settings** page appears:



1.6.1 Server URL

Displays the current GoPlant server:

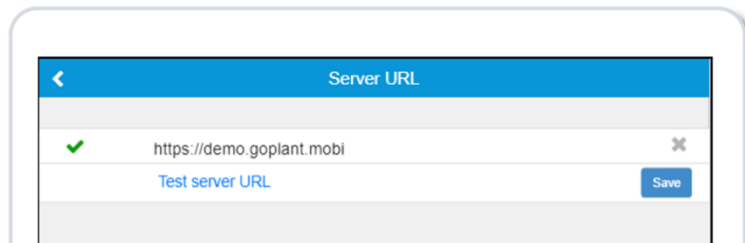


Figure 8 Settings: Server URL

- The Server URL setting will be read only in most cases. The GoPlant Administrator must enable the user permission to change the URL for each

user individually. This is not a typical function and only used in cases where a separate development or test GoPlant environment is available.

If the functionality is enabled, enter a new URL for the mobile device to use. Click on the blue hyperlink **Test server URL**. This will verify and connect to the GoPlant server.

- When saving, a pop-up warning will appear noting that you will be logged out of the current server. As this causes the current mobile application session to end it is very important to verify that the URL has been correctly entered before accepting.

1.6.2 Reset Password

From the settings menu, the **Reset Password** functionality can be accessed:

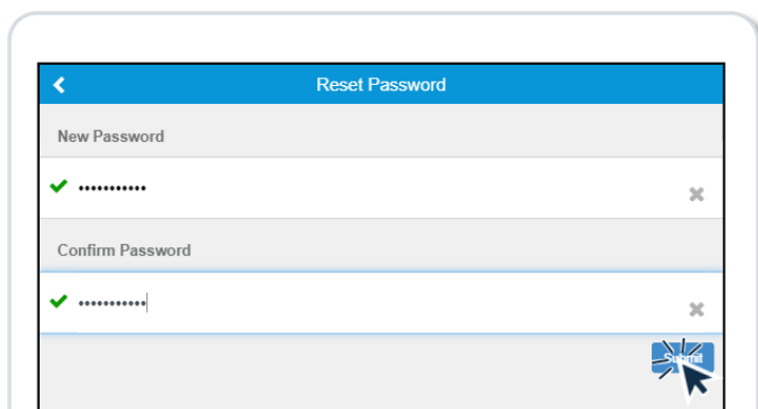


Figure 9 Settings: Reset Password

Enter the new password, confirm it and then press **Submit**.

1.6.3 Privacy Policy

From the settings menu, the **Privacy policy**, as well the **General Licensing Terms** and **Acknowledgements** can be accessed using the controls at the top of the screen:

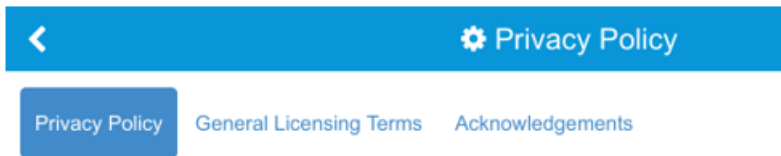


Figure 10 Settings: Privacy Policy, General Licensing Terms and Acknowledgements

To exit choose the “<” at the top left hand corner of the screen.

The pages have zoom, page navigation arrows, and scrolling controls available (also pinch to zoom where the device operating system allows):

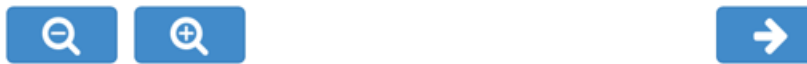


Figure 11 Settings: Privacy Policy – Zoom and navigation controls

1.6.4 User Settings

The GoPlant storage group properties configures mobile user settings and these are also available for change on the mobile device if the “Allow User to Change” column setting was enabled.

If no user editing/change permissions have been granted the screen will show the following:

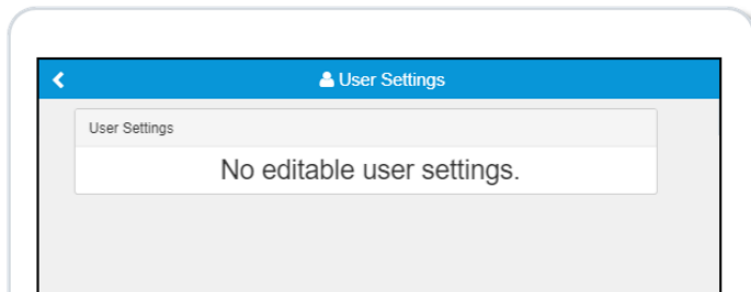


Figure 12 Settings: User Settings – No editable user settings

An example listing of available options is shown below noting that the actual content will be dependent on the user settings in GoPlant (more or fewer options might be available):

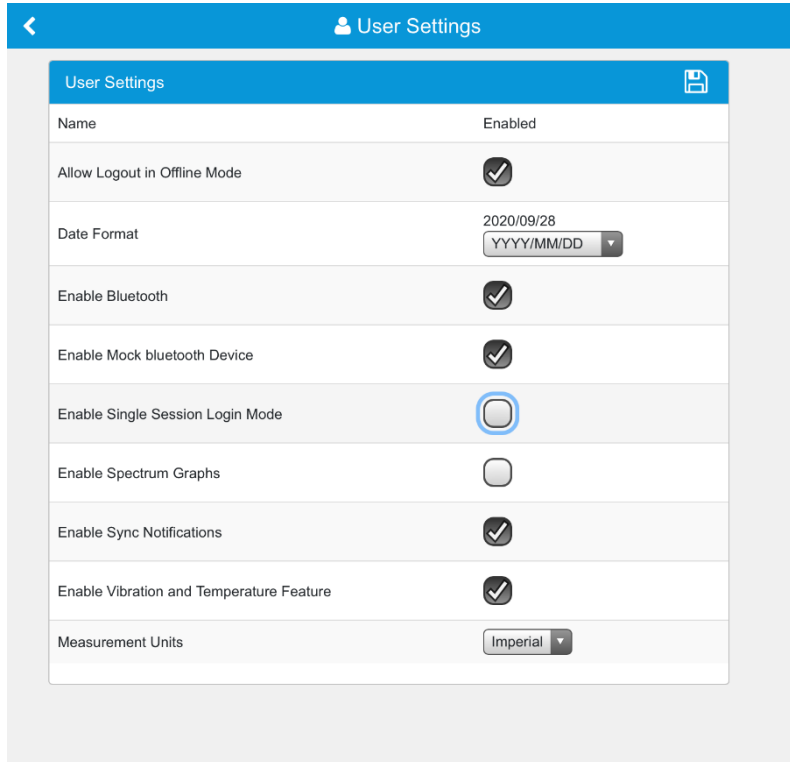


Figure 13 Settings: User Settings

Depending on the rights allocated, several settings may be related to connection and synchronization (**Enable Device Auto-Reconnect**, **Enable Auto Sync** and **Enable Sync Notifications**). For a description of this functionality, refer to [1.6.1](#).

For more information on other user settings that may be available refer to the GoPlant User Manual (separate document).

1.6.5 Sensors

From the settings menu, the **Sensors** option provides a means of scanning for available Bluetooth vibration sensors and pairing ready for data collection:

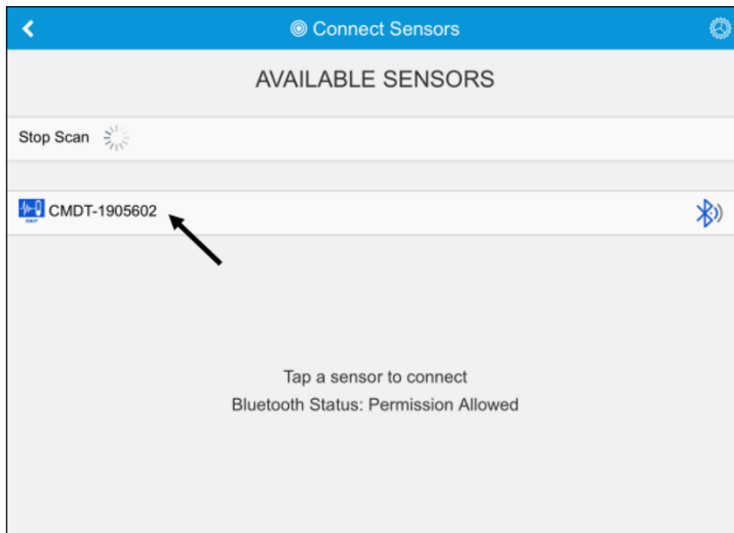


Figure 14 Settings: Sensors

Scan for new sensors and select the Pulse/QuickCollect sensor when it displays as available. The device will pair and can then be used for data collection with GoPlant. If multiple sensors are available, the user may select a default sensor.

1.7 Logout

It is important to logout of GoPlant (with Wi-Fi enabled) when finished using the mobile device. This releases user licenses and ensures all data is loaded to the GoPlant server. To logout, select the **Logout** icon on the [app home page](#).

- A user should always ensure that GoPlant app has connected and synced with the GoPlant server before someone else uses the mobile device.
- The Wi-Fi must be enabled (icon must be green) in order to successfully sync the collected data with the server. To ensure the data has been successfully synced it may be necessary to select the Wi-Fi icon and the **Sync** icon.

Although not preferred, a user can logout of the application when the Wi-Fi is disabled. A notification pop-up will appear to verify that the user wants to log off GoPlant mobile in offline mode:

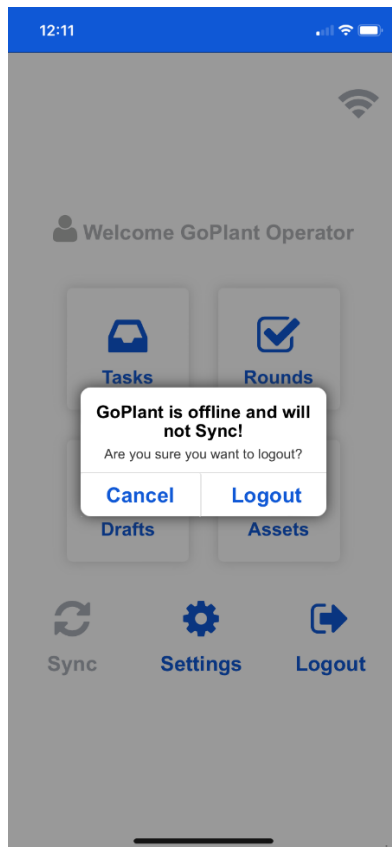





















Figure 15: GoPlant Offline Logout Warning

When continuing with an offline logout:

- Data collected will not sync with the server and the user will receive a message indicating this is the case. The collected data will remain with the mobile app and will only sync with the server when back on the network and successfully connected to the GoPlant server (green Wi-Fi icon).
- Logging out in offline mode locks the application on the mobile device to that user. Other users will not be allowed to log into the application unless the device is returned to Wi-Fi and the GoPlant server can be reached.
- User licenses for GoPlant remain in use even if the user is logged off the application. The only way to release the license is to log off in online mode or release the session from the GoPlant website (the latter may result in data loss).

1.8 Icons and their meaning or function

Table 1 Common icons and their function

Icon	Explanation
	GoPlant app icon
	GoPlant Connectivity
	Menu
	Tasks
	Rounds
	Drafts
	Assets
	Synchronize
	Settings
	Logout
	Back, return
	Information (various forms used for Info/About)
	Access data history charts
	Confirmed, verified or OK
	Close
	Save icon is normally white Yellow indicates unsaved changes are present
	Undo
	Collapse/compact a list
	Expand a list

2 Tasks

2.1 View and complete tasks

From the [app home page](#), select the **Tasks** icon and the **Tasks** page appears:

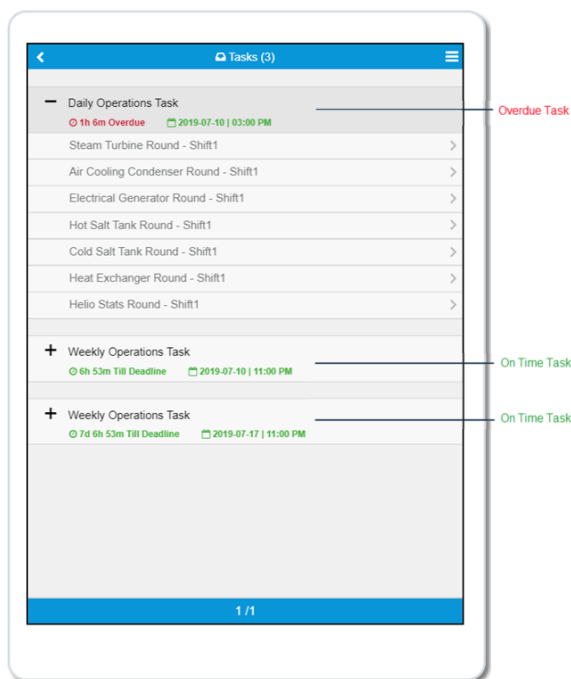


Figure 16 Tasks page

Tasks are displayed ordered by due date, oldest/earliest first:

- The task's end time is displayed along with the time left to complete the task.
- On time tasks will display the status text in green, overdue tasks will display the status text in red.
- Select '+' to expand the task, select '-' to minimize it again.
- In an expanded task, the list of round variants within the task will display. Round variants may be completed in any order, but all must be finished before the task will be completed and removed from the list. The order displayed is typically pre-determined and based on a data collection path that the user should normally follow.

Select a round variant within the task to begin collecting data. This will launch the Round Element View where the first element (or scan) can be selected and started.

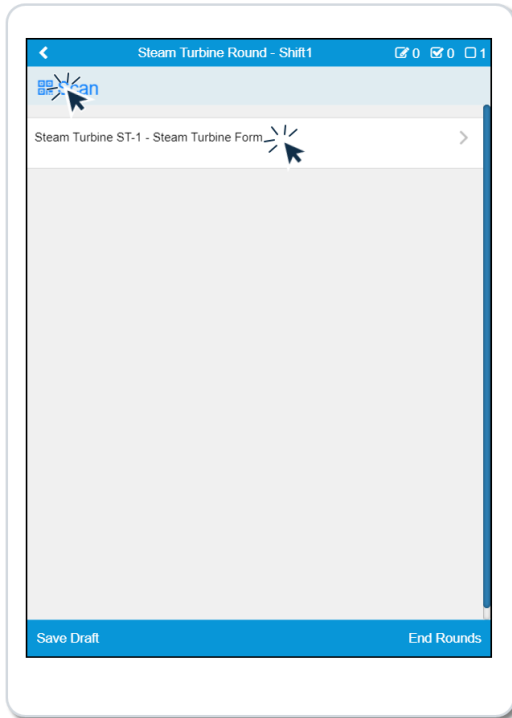


Figure 17 Round Element view: Choose element or scan

If the wrong item was chosen, the “<” back arrow button in the top left corner will return to the earlier Task View.

Refer also [Figure 21](#) (Rounds chapter) for further annotation/explanations of the controls on this page and the options for the data collection process.

3 Rounds

3.1 View and complete rounds

From the [app home page](#), select the **Rounds** icon to see a list of rounds:

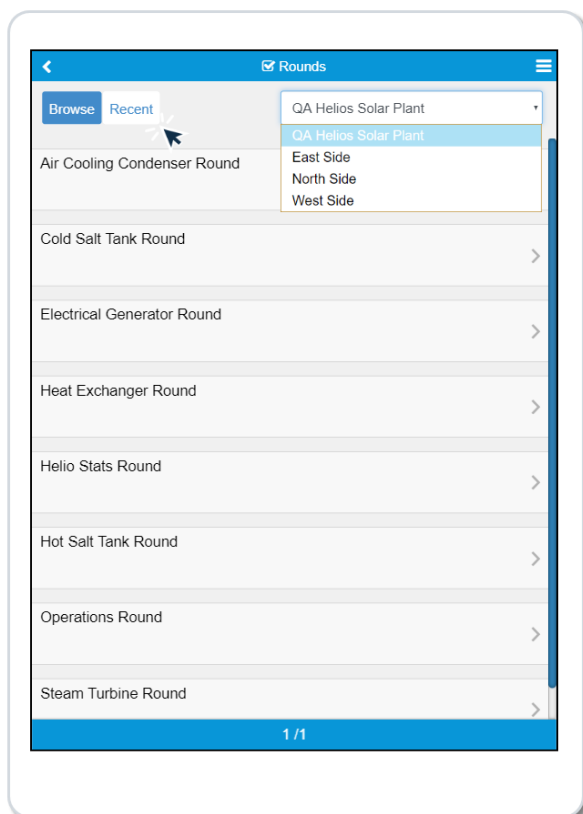


Figure 18 Rounds page

The **Rounds** page will appear with a list of rounds within the user's current storage group:

- Two modes for viewing rounds are available – **Browse** and **Recent**.
 - In **Browse** mode all rounds available to the user are shown in the list.
 - In **Recent** mode only the latest rounds selected will be shown.
- In **Browse** mode, select the drop-down at the top of the page to view other storage groups, if available.

Select a round name to begin collecting data for that round. If, and only if, more than one variant exists this will launch the **Variants** page:

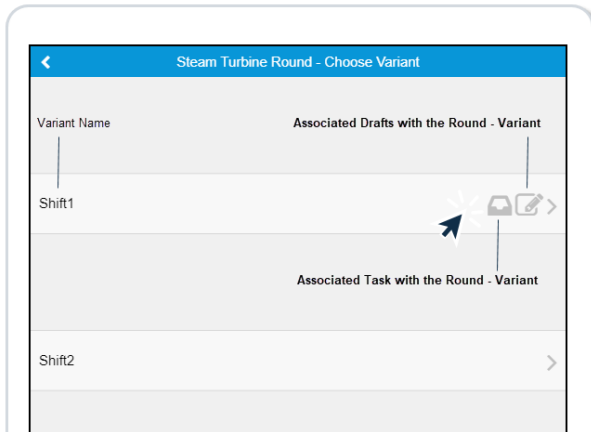


Figure 19 Round Variant page: only shown where there is more than one variant

There may be up to four (4) variants of the round.

- Rounds that only have one variant will skip this screen and go straight to the Round Element View.

Each entry displays the Variant Name and icons that notify the user if this variant is associated with a task or already available in a drafted round.

- If a task or draft exists, the user may choose whether to start a new round or complete the task or continue the draft.

Select the appropriate variant to begin the round.

If the selected variant has multiple options associated with it, one option must be selected (Create New Round, Resume Draft Round, Resume Draft Task or Start Task).

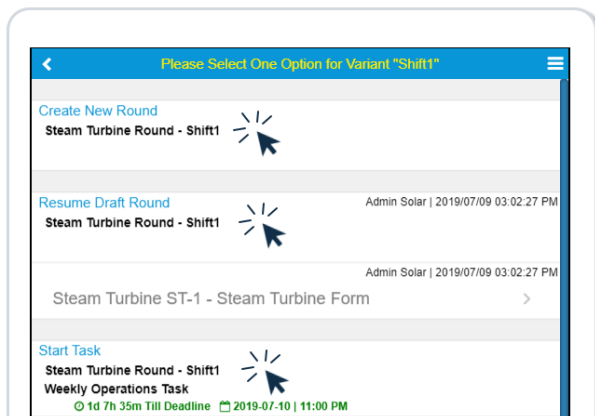


Figure 20 Variant options page: only shown where a variant has multiple options

If the variant does not have associated tasks or draft, the options page will not be shown, and a new round will automatically be started.

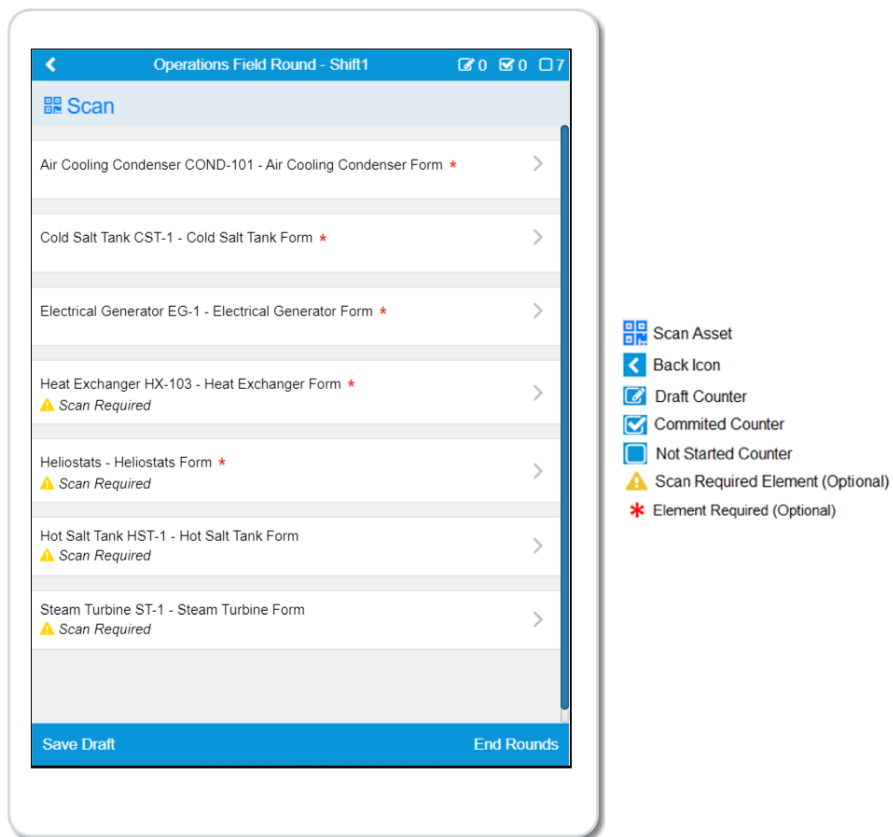


Figure 21 Round element view: with icon annotation

In the Round Element View page, the elements (Asset/Forms or Forms or both) within the round will be listed and allows the operator to scan and choose elements, or simply press on the element label to open that data collection form.

3.1.1 Select a round element for data collection

3.1.1.1 Scan

If a barcode exists, choose the Scan button from the Round Element View to scan the barcode and select/view the associated element.

- Pressing the **Scan** button is only required for reading barcode and QR codes.
- Reading barcode and QR codes makes use of the mobile device camera, the user may need to 'ALLOW' the GoPlant applications access that functionality.
- If assets are defined with NFC or RFID Tag Values, the user does not need to select the **Scan** button.

Mobile devices that support NFC scanning with NFC “Enabled” can be used to read NFC Tags. Devices that support RFID card readers with RFID “Enabled” can be used to read RFID cards.

To scan an NFC or RFID Tag, hold the mobile device at close range to the tag. If there is a match between the NFC or RFID information and a GoPlant asset’s tag value, the asset’s form will automatically open for data collection.

- If a scan is required, but the tag or barcode is damaged, the operator may only save the round as a draft in order to continue.
- If the element does not display the “Scan Required” icon, a scan to select the element is optional, so in case of tag damage the element can simply be manually selected to access the form.

To scan a barcode or QR code, position the center rectangle (with a red line) over the image of the tag.

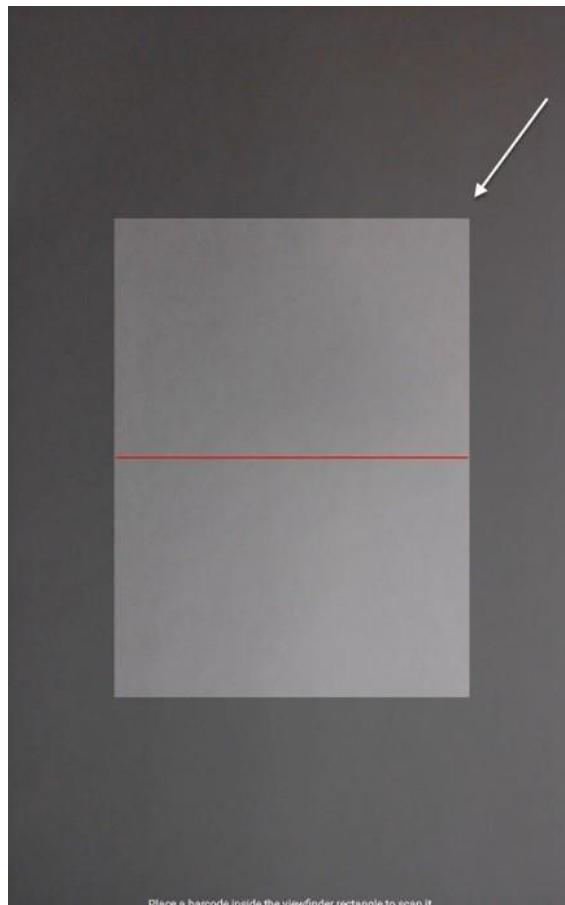


Figure 22 Scan: Tag image positioning

When the tag has been read, the camera will immediately capture the image and the form of the associated asset will appear for data collection.

- QR codes have a large range for reading the code.

- Barcodes typically require the camera to focus properly on the code, resulting in longer time for the device to read the barcode image and process it.
- Users will see **Invalid** if the asset code scanned does not match an asset value.



Figure 23 Scan: Scan result invalid/no match

- Users will see **Asset Completed** if the asset code scanned matches an asset that has already been completed within the current round.

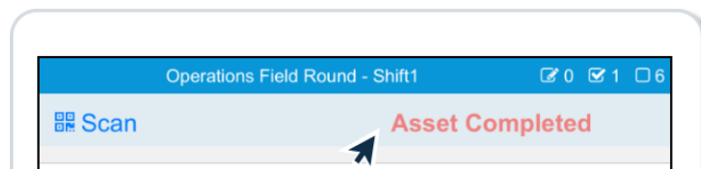


Figure 24 Scan: Scan result Asset Completed

- Data must match exactly (entries are case sensitive) for all scan barcode steps and any step that is referenced by a lookup table step.

3.1.1.2 Manual element selection

Select the element from the list (Asset Forms or Forms or both) to begin collecting data on that element.

- Elements that are required, must be completed before the round can be submitted or the **End Rounds** button used and before the user can go to any other part of the GoPlant Mobile application. Where the element cannot be completed for some reason, the round will need to be drafted in order to get back to the home page or other areas of the GoPlant app.
- Rounds that display the "Scan Required" icon will not allow the user to select the element to proceed. The asset / location must be scanned in order to collect data.

3.1.2 Processing the selected element

After pressing or scanning the desired element the appropriate Asset Form or Form will be shown:

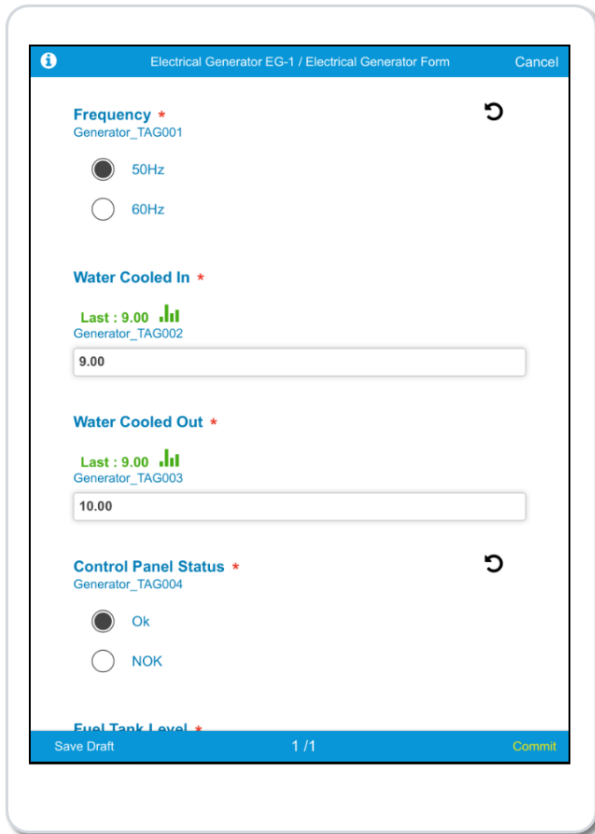


Figure 25 Round element processing: data collection

- Answer all questions on the form.
- Select **Cancel** to cancel out of the form and return to the Round Element View page to select another form/asset for data collection.
 - Any entered form data will be lost.
- In order to save entered information without committing, choose **Save Draft** instead.
- When all required items on the form have been completed, the **Commit** button text will change from yellow to white.
- It is then possible to **Commit** the form/data by pressing on that button.

There are additionally a number of functions that can assist during the data collection process:

- If needed, select the info icon (top left) to confirm the Form Name, the Round and the Variant currently in use.
- To remove entries made in error that cannot be deleted intuitively, use the undo arrow icon to remove the answer. That question will then revert to the unanswered state.

- If other step questions are associated with the step question where the answer was deleted, those questions will remain unanswered.
- To view/check the answer/data history (if any) click the chart icon on the **Last** answer, history line. A new window opens with the available data history displayed. Use the icons on the lower edge of the data window to switch between tabular and graphical data displays.

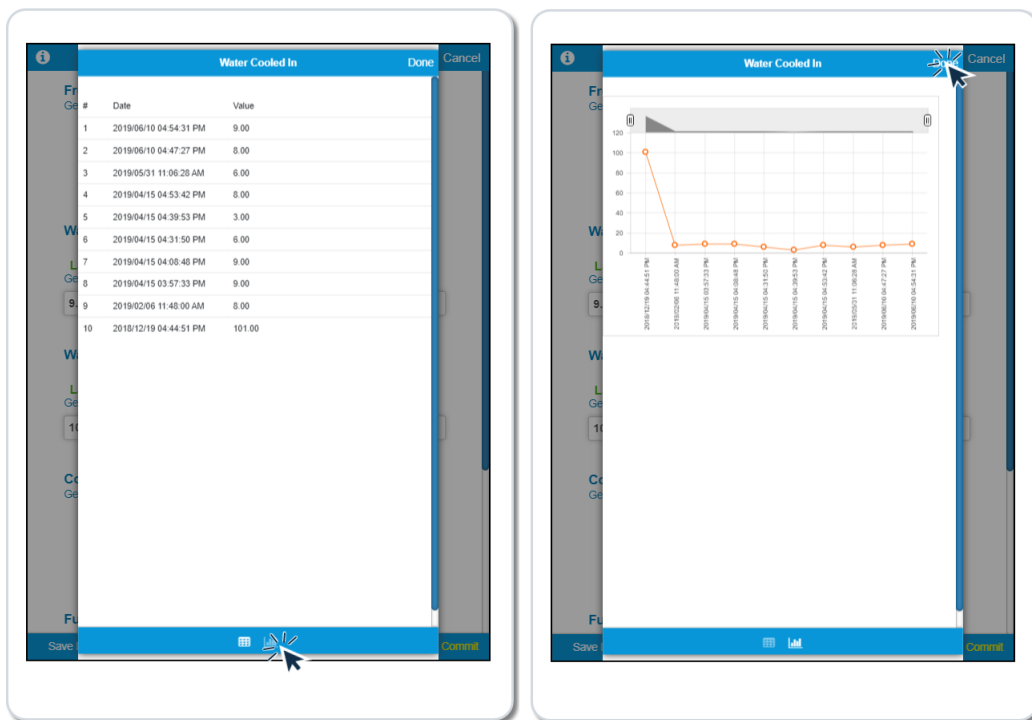


Figure 26 Round element data: history charts

3.1.3 Drafting a round

The **Save Draft** button is available to save all work in progress i.e. save current element data and draft the round. This will allow the user to come back to the round at a later time.

- Saving a draft within the form will save the entire round as a draft i.e. the function of the **Save Draft** control is the same whether initiated at the element or at the round level.

To access the saved draft, any user with access to the draft can select the **Drafts** icon on the [app home page](#).

3.1.4 Committing form data and ending a round

Form data can only be committed when the user has answered all required steps (those denoted by a red asterisk). If the **Commit** button (bottom right of the form window) is yellow, it is an indication that there are required step questions without

answers. Pressing it will display a window indicating which required step questions need to be completed:



Figure 27 Round element processing: Required steps are outstanding

Select **Commit** when all required steps are answered. When the **Commit** button has been pressed, the app will save the data locally and (if in online mode), sync with the GoPlant server. The app display will return to the Round Element View page and will only list there the Asset Form(s) or Form(s) that are left to complete in the round.

Continue to collect data on the remaining element(s) within the round. The progress icons in the upper right of the screen displays the counts for Drafts, Completed, and Not Started Elements, of the round, see also [Figure 21](#). The round will automatically end when the last element in the round is complete.

The **End Rounds** button in the lower right corner allows the operator to leave the round without collecting data on the remaining elements:

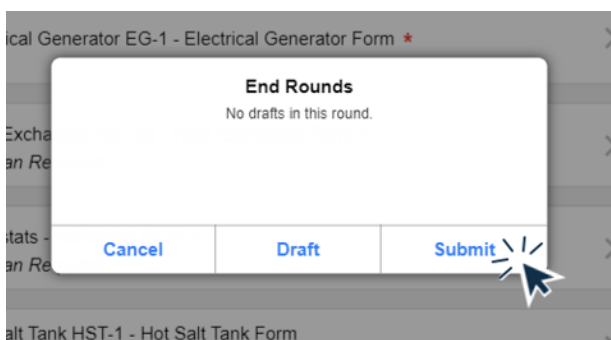


Figure 28 Round element view: End Rounds dialog

- **Submit** saves all committed forms, and skips any elements not started.
- **Draft** to save the current element data and draft the round

- **Cancel** to return to the Rounds page to select another element for data collection (an empty round will not be processed when reports are generated).

Note that:

- If required elements are present in the round the user will not be able to end the round without completing those required elements.
- Only end a round and submit the collected data if it is certain that the outstanding data will not be subsequently collected.

4 Drafts

4.1 View and complete drafts

From the [app home page](#), select the **Drafts** icon to see a list of round drafts with their elements:

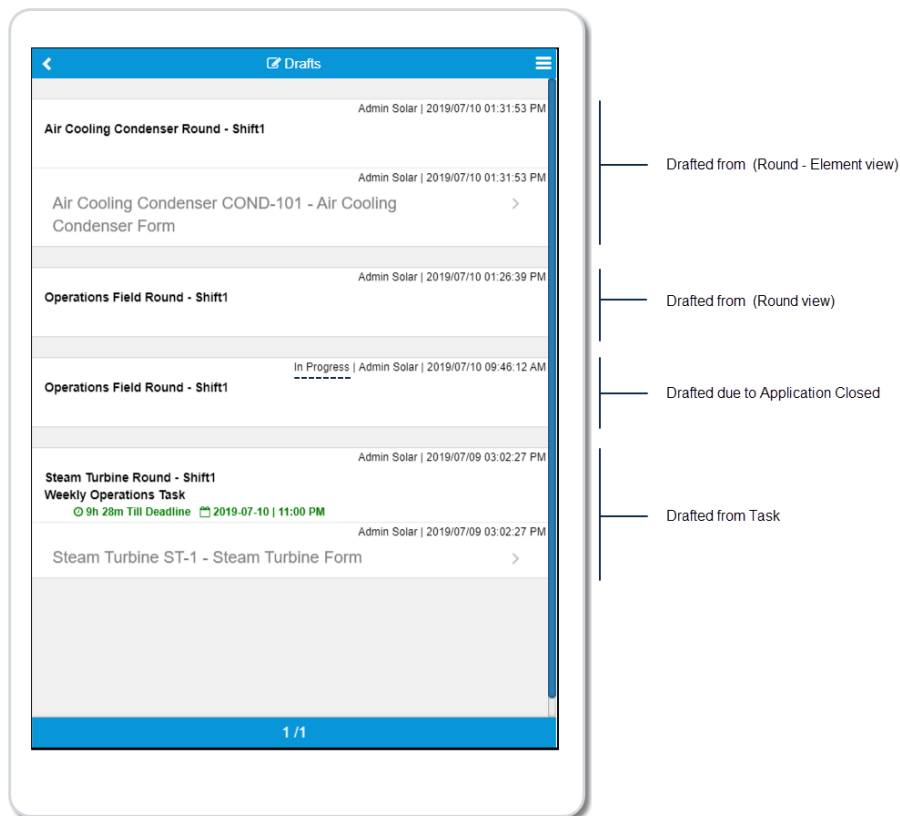


Figure 29 Drafts page: Examples of rounds drafted in different ways

The Drafts page will appear with a list of outstanding round drafts. Round information as well as all drafted elements will appear in the list.

Details of each drafted element of the round will appear below the round name. If the round is part of a task then the due date time information is displayed as well. For rounds drafted at the Round Element View level, only the round name will appear:

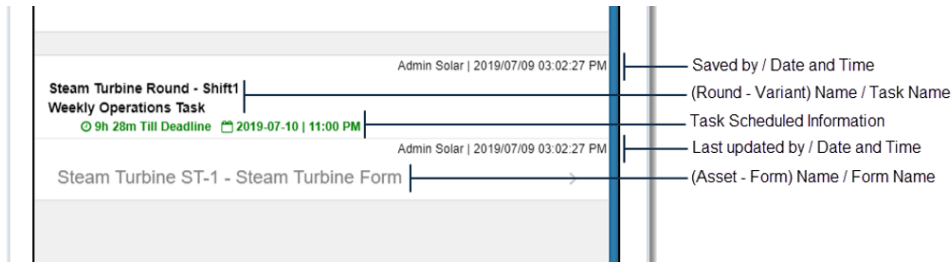


Figure 30 Drafts page: Explanation of an example draft list entry

The user may click on the round name or a specific round element (Asset Form or Form), to open the drafted round.

If a specific drafted element is chosen (for example the ‘Steam Turbine Form’ shown in the image above), the round will open to that drafted Asset Form or Form with the saved data:

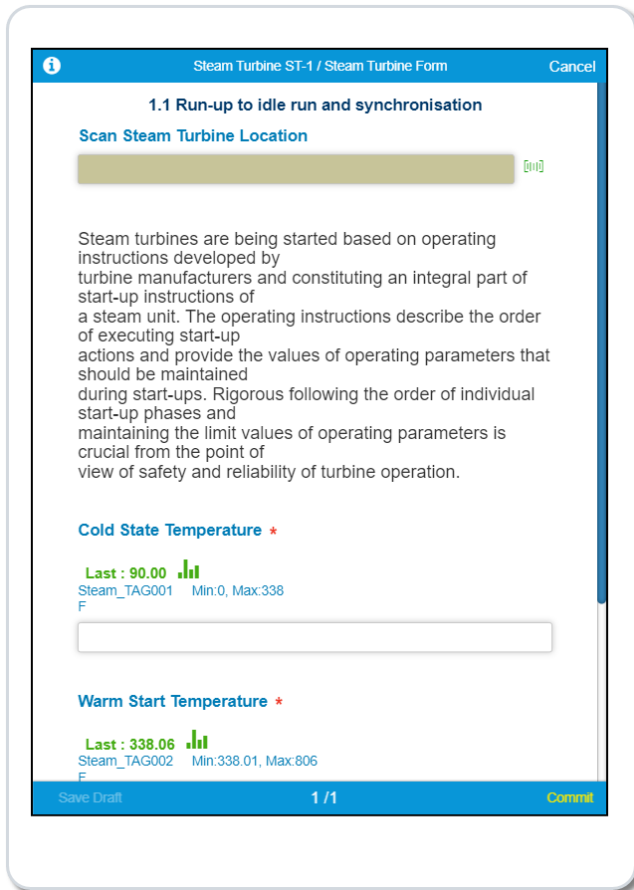


Figure 31 Drafts: Response to selecting a specific drafted element

Alternatively, selecting a draft by the round name area will open the Round Element View and the round along with all uncompleted and drafted elements will appear:

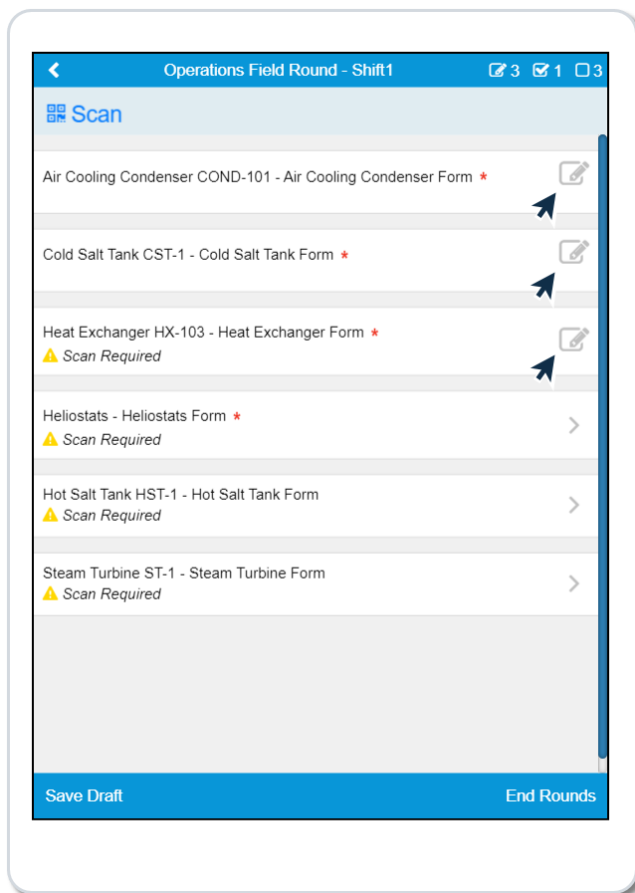


Figure 32 Drafts: Response to selecting by the round name area

Rounds are drafted as a whole and individual elements may or may not be drafted. Be aware of the following:

- Only the drafted elements (Asset Forms or Forms) will appear in the DRAFTS view.
- Completed elements of the round do not appear even on drafted rounds.
- It is possible to draft every individual element of a round.
- Operators may complete elements in any order and open the round at the Element View (in order to see all uncompleted / drafted elements).
- If the round draft is part of a task and other round variants have still not been completed, the user must return to the **TASKS** area to complete the task. Completing a round from the DRAFTS area does not return the user to the task.

5 Assets

5.1 View assets and update asset status

From the [app home page](#), select the **Assets** icon to see a list of assets accessible to the current user:

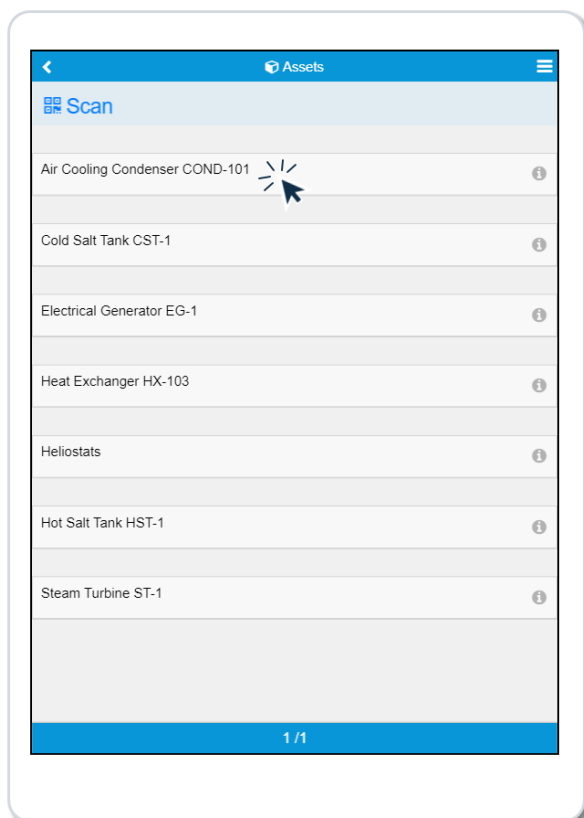


Figure 33 Assets page: List of assets

Pressing the **Scan** button will open the mobile device camera for scanning the barcode or QR code image. The camera will capture the image and display the associated asset.

In addition to these codes, NFC and RFID readings are also available on devices that support these functions. When reading an NFC or RFID tag there is no need to press the **Scan** button.

A further, fuller description of scanning and tag reading capabilities is included in the Rounds, [Scan](#) section.

Select or scan for a specific entry in the list, to view the information available for that asset:

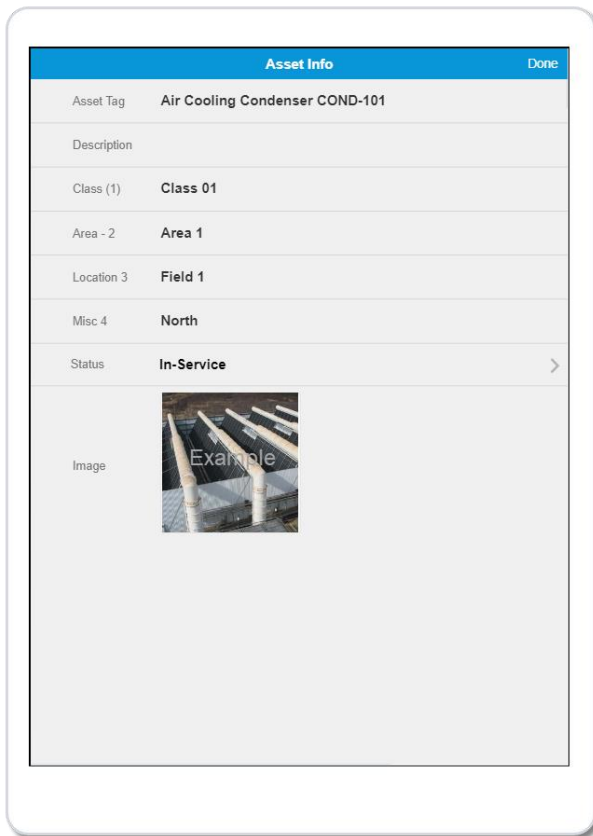


Figure 34 Assets: Asset Info

A typical reason for accessing this information can be to update the asset **Status**. Select the **Status** entry to open the change dialog:

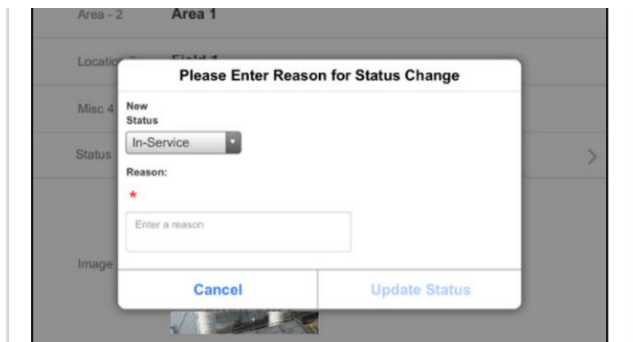


Figure 35 Assets: Asset Info – change asset status

Select the appropriate **Status** from the drop-down, type a **Reason** for the status change and select **Update Status** to confirm the change.

- The terminology used for the various **Status** states is defined by the site Admin and may differ from the examples shown.

Appendix A Troubleshooting vibration data collection

Scenario:

As illustrated in the example below, when taking vibration measurement readings, the collection doesn't proceed normally and the form continues to display "Collecting 0%":

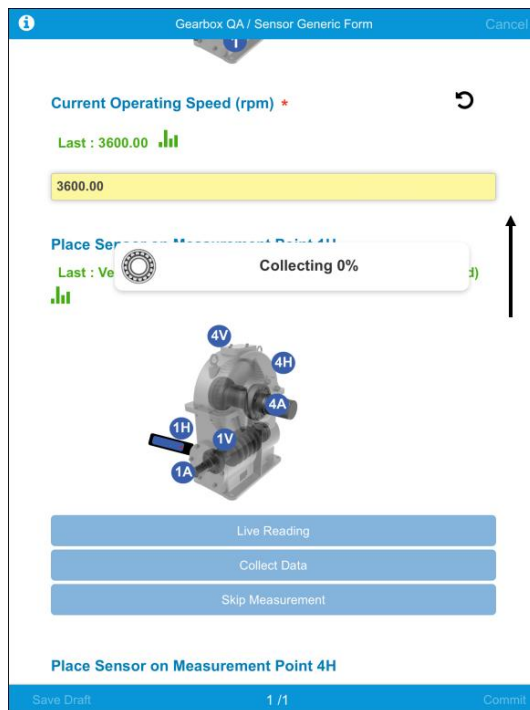


Figure 36 Vibration data: Collecting 0%

Solution:

1. As indicated by the annotation above, scroll up the screen to the QuickCollect sensor entry then touch and long hold for 3-seconds:



Figure 37 Vibration data: Touch and long hold for 3-seconds

2. A pop-up message will display indicating a “Hard Reset In Progress”:

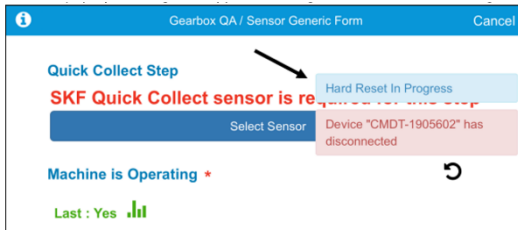


Figure 38 Vibration data: Hard Reset In Progress, message

3. Now reselect the QuickCollect sensor:

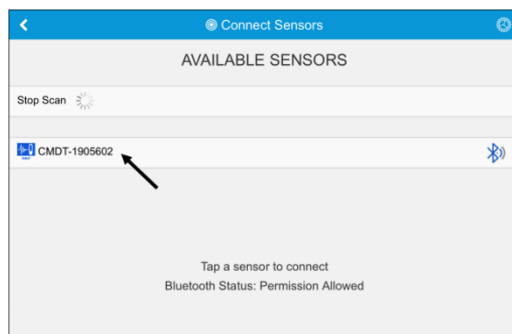


Figure 39 Vibration data: Reselect the QuickCollect sensor

4. Continue taking readings:



Figure 40 Vibration data: Continue taking readings