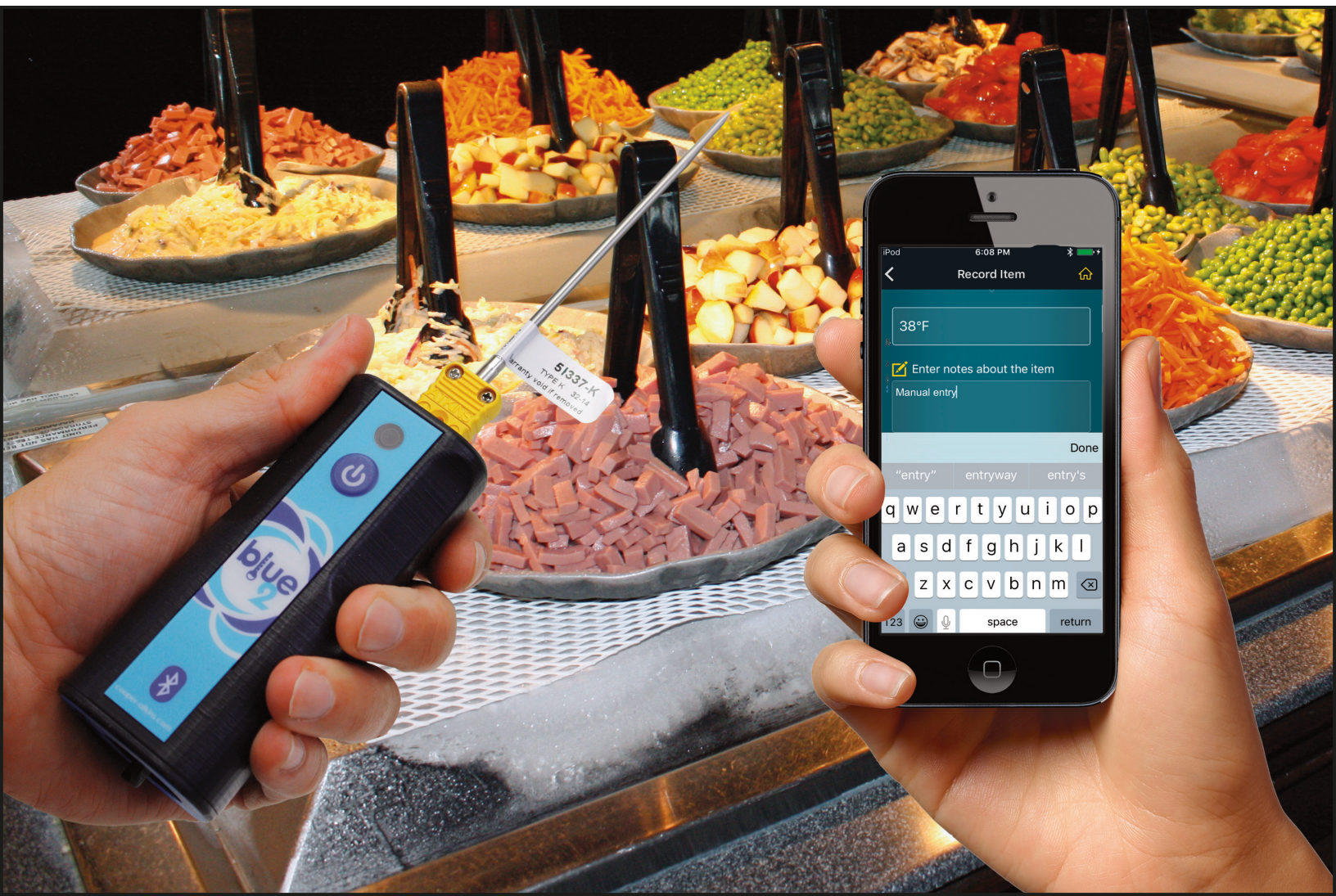




Instruction Manual

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HACCP Manager™ Mobile

The Cooper-Atkins HACCP Manager Mobile App can be downloaded for free from Google Play, Apple Store, and Microsoft Store. The App is designed to work with the Cooper-Atkins' Blue2 instrument and the HACCP Manager Enterprise software.



Mobile Setup

After you have installed the App, the HACCP Manager Mobile icon will appear on your smart device (phone or tablet).

The first time you launch the App, you will need to configure your device to communicate with the HACCP server. Settings on this page can be changed later by going into *Wireless Tasks* and selecting *Server Settings*.

Device ID: 0C6-626-F5

Required by the HACCP Manager Enterprise system administrator to register your device. (Reference card from your Blue2 to download the HACCP Manager Enterprise software and set up a hosted account on the HACCP server).

haccpenterprise.com

This is the server to which the smart device will connect. If this field is blank, please type in www.haccpenterprise.com

Enter Port (optional)

Leave blank

haccpservice

Do not change unless the field is blank. If it is, type the phrase [haccpservice](#)

Server Settings



Device ID: 0C6-626-F5

haccpenterprise.com

Enter Port (optional)

haccpservice

Test Server Connection and Web Service

Save and Continue

Select Language

Once you have entered the connection information, click the *Test Server Connection and Web Service* icon. You will receive a message indicating a successful connection. If you cannot connect, please verify with your system administrator that your smart device has been registered in the HACCP Manager software. Once connected, select *Save and Continue*.

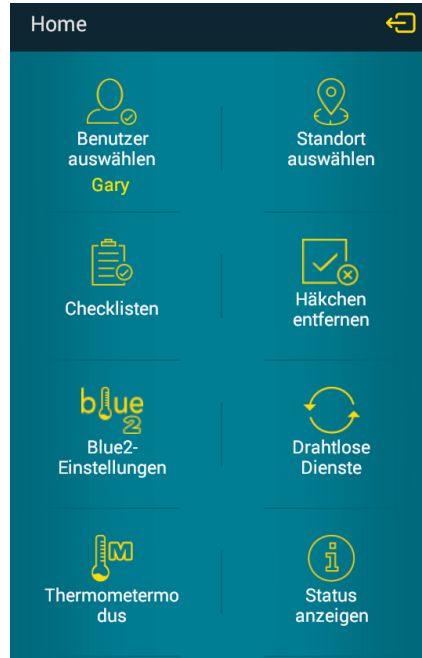
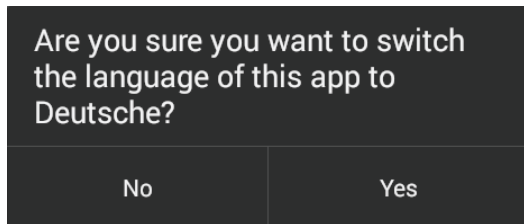
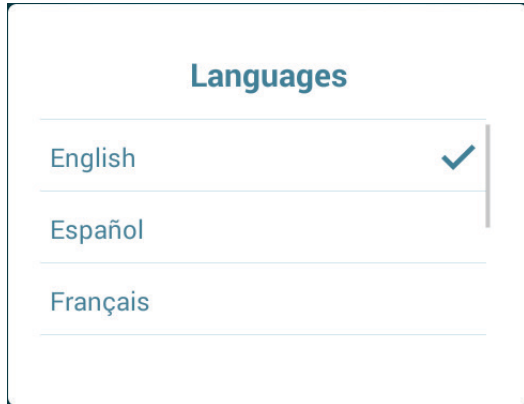
Test Server Connection and Web Service

Connection Successful

The connection with the server and the web service has been established successfully.

OK

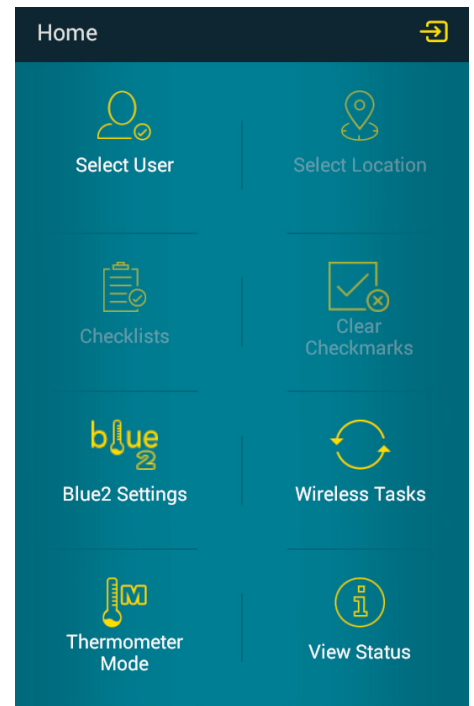
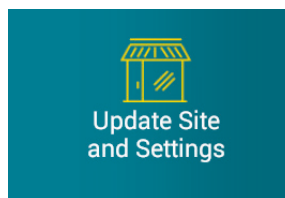
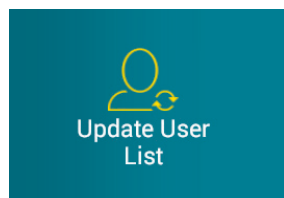
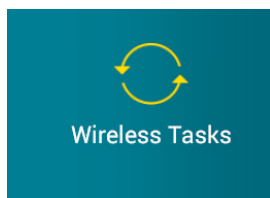
At this point, you can change your language settings by clicking on the **Select Language** icon. The default language is English.



You will be asked to save and continue. At this point, you will be on the main menu.

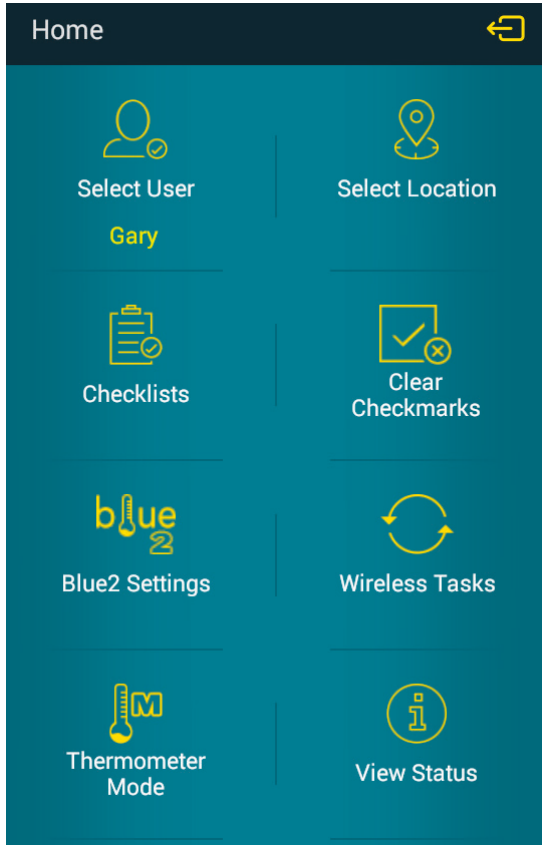
You will notice some icons are not active. This is because the smart device still needs some additional information. All users able to use this device need to be uploaded as well as smart device settings configured in the HACCP Manager Enterprise software.

To load users, click on the **Wireless Tasks** icon, then click the **Update User Lists** icon. You will then need to upload smart device settings by clicking on the **Update Site and Settings** icon.



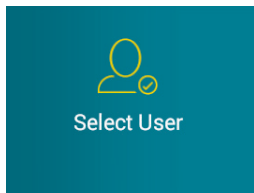
The Main Menu

The main menu is where you will select the user logged into the device, the menu and the checklist to complete.



Select User

To select which user is currently on the smart device, click the *Select User* icon.

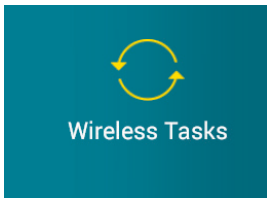


A list of devices users allowed to use this device will be displayed. Once you select the user, the name will appear under the *Select User* icon.

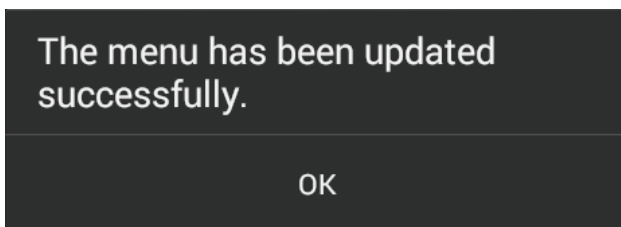
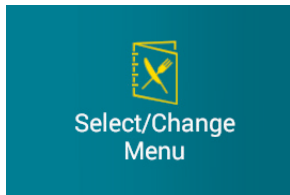


Load Menus and Checklists

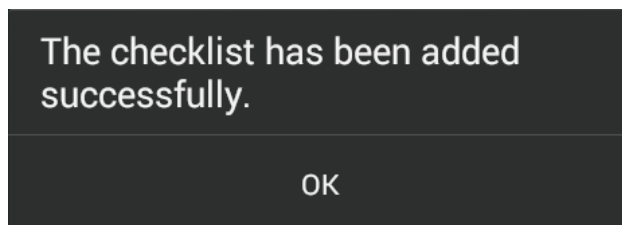
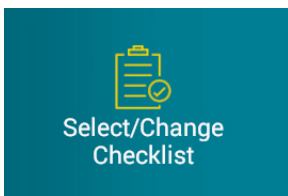
At this point we are ready to load a menu and checklist. Click on the Wireless Tasks icon to bring up the options to load menus or checklists.



To load a menu, click the *Select/Change Menu* button, then choose the menu to load onto the smart device.



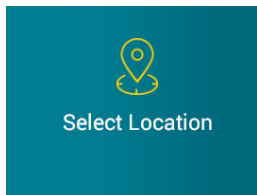
To load a checklist, click the *Select/Change Checklist* button, then choose the checklist to load onto the smart device.



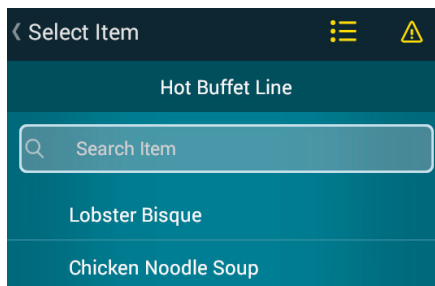
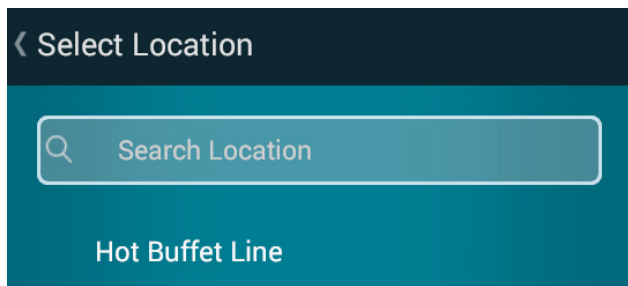
Now you are ready to use the new menu and checklist.

Select Location

The **Select Location** icon is used to run the current menu, displaying a list of items and equipment to verify to ensure the product is within correct temperature range.

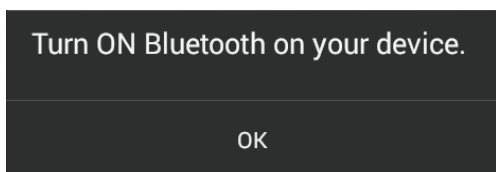


After clicking on the **Select Location** button, you can choose from a list of locations. Each location will contain a number of items to validate.



Select Item

Selecting an item allows you to record the current reading of the product. If Bluetooth is not turned on, you will be prompted to turn it on. Once Bluetooth has been turned on, you can now scan and connect to Cooper-Atkins' Blue2 instrument. When you see the word **Disconnect**, you have established a connection to the Blue2 instrument.



Press to scan for Cooper-Atkins Blue2 instrument.



Cooper-Atkins Blue2 instrument connected

Record Item

The Record Item page displays the name of the item you are validating, min and max temperature settings, the current reading with a temperature stabilization indicator (red or blue), the ability to enter notes and record the temperature.

By default, you are using the Blue2 instrument to take temperatures. You can also take manual readings with a thermometer and type in a temperature. If you want to skip this item, click the **N/A** button.



Default Using Blue2 instrument and Probe



Manual Reading



If you are recording temperatures with the Blue2 instrument, but have not used the Blue2 instrument after a period of time, it will go into sleep mode and you will have to reconnect to it. Your Smart device will warn you that it is currently sleeping. You will have to scan for the Blue2 instrument to wake it up.

Sleeping

Scan for Blue2

Connect Blue2

Turn ON the Blue2 device near you.

OK

At any point, you can enter notes about the item to supply additional information about the status of the item at the time of inspection.

After clicking the record button, the App will verify if the recorded temperature is within the Min and Max values. If it is not, you will be asked to select a Corrective Action. This is used as an audit trail.

Corrective Actions

Notify Manager

Reheat

Saving Records

You are ready to save the recorded information.

Record Item Save Preview

Lobster Bisque

Min

82°C

Max

99°C

24.5°C

Corrective Action: Notify Manager

Enter notes about the item

Save

Save Record

Recorded Temperature: 24.5°C
 Corrective Action Taken: Notify Manager
 User: Gary

No
Yes

The item you validated will now have a checkbox next to it and the App will automatically advance you to the next item to validate.

< Select Item

Hot Buffet Line

Search Item

Lobster Bisque

Chicken Noodle Soup

At the top right of the *Select Item* page, there are two icons.

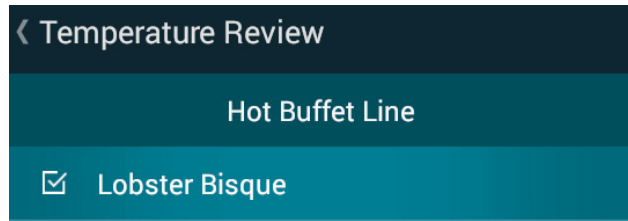
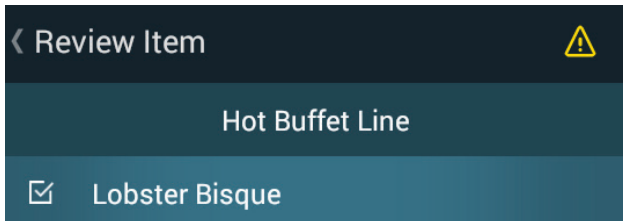
These icons allow you to review information about items you have already validated.



Shows all items recorded within the location



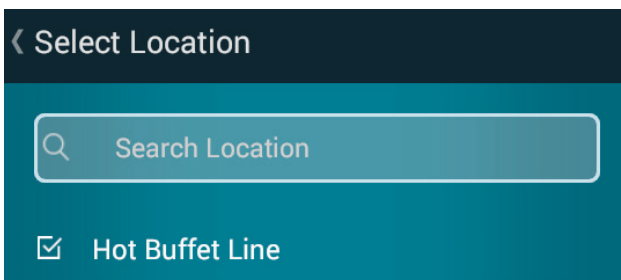
Shows items that have recorded a corrective action



If you click on the item, a summary of the temperature event appears.

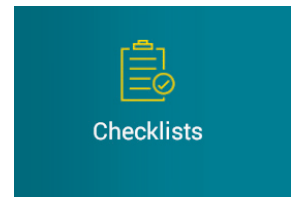


When you are completely done taking temperatures of all items in a location, a checkbox will appear next to the location within the menu.

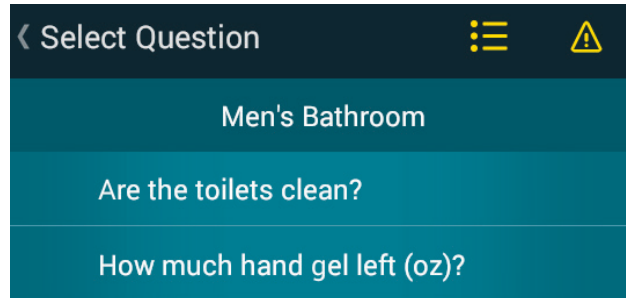
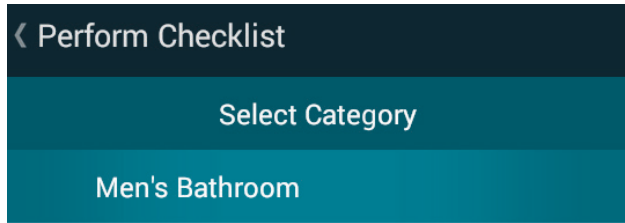


Checklists

The *Checklists* icon is used to respond to a series of questions organized into categories. Example use of a checklist is for performing a walkthrough of a bathroom to verify its sanitation.

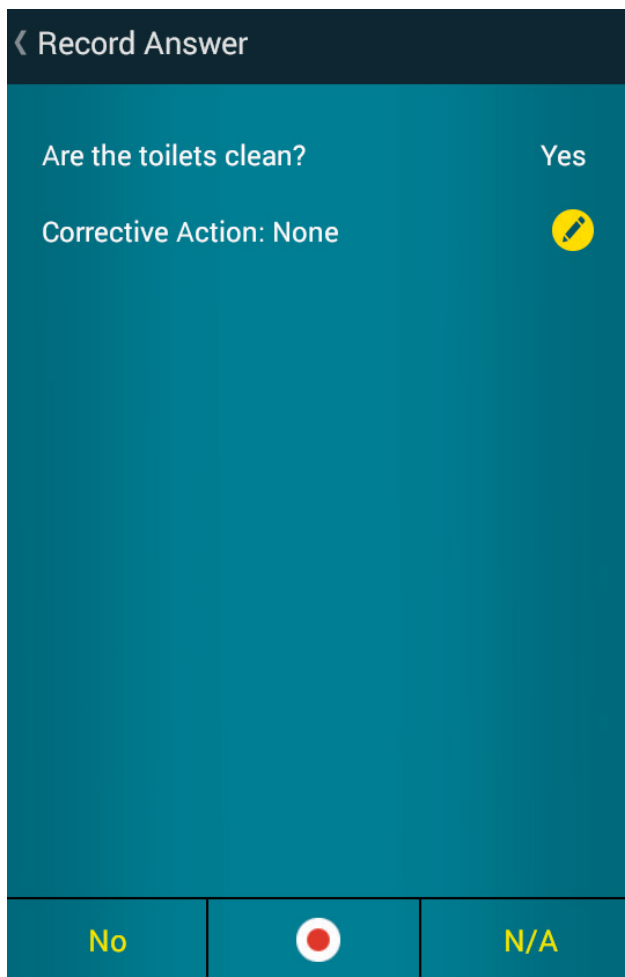


After clicking on the *Checklists* button, you can choose from a list of categories. Each category contains a list of questions.

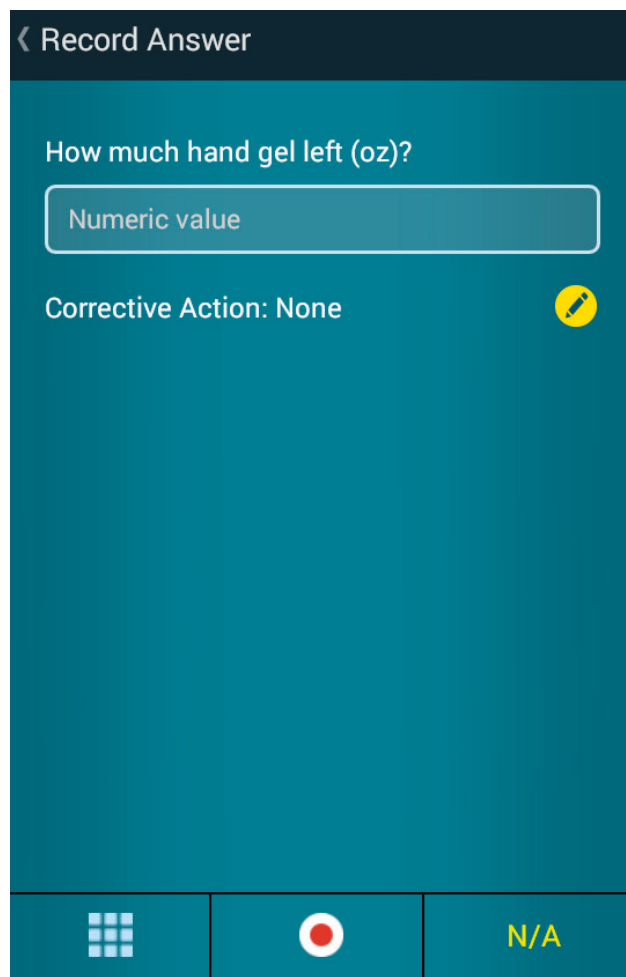


After selecting a question, the *Record Answer* screen appears and you must answer the question. The answer may be either *Yes/No* or numeric.

Yes/No



Numeric



After clicking the record button, the App will verify if the answer to the question requires a corrective action. A corrective action will be required when you select a value that is outside the correct range for the question.

Corrective Actions

None

Notify Manager

Clean Toilets



If you want to see what corrective actions are available you can click on the pencil icon.

You are ready to save the recorded information.

Are the toilets clean? No

Corrective Action: Clean Toilets

Record Answer

Recorded Answer: No
Corrective Action Taken: Clean Toilets

No	Yes
----	-----

A checkbox will appear after answering the question. You are now ready to answer the next question.

← Select Question ☰ ⚠

Men's Bathroom

Are the toilets clean?

How much hand gel left (oz)?

At the top right of the *Select Question* page, there are two icons.



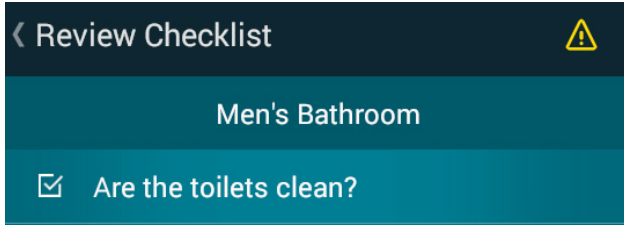
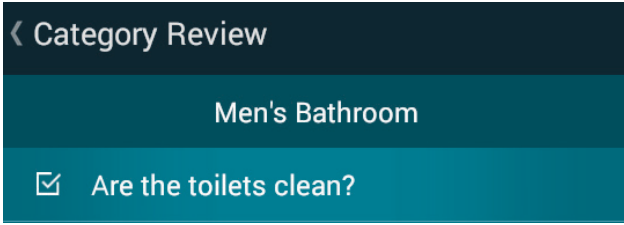
These icons allow you to review information about question you have already answered.



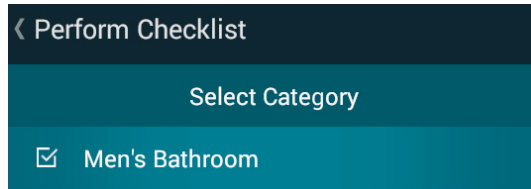
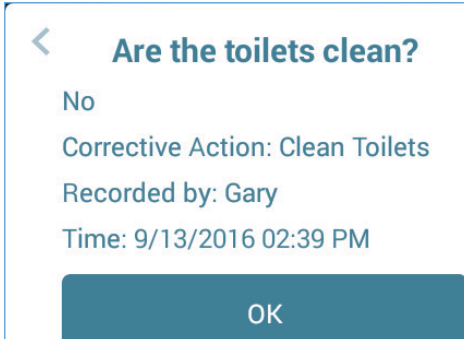
checklist questions that are within a category



shows checklists that have recorded a corrective action



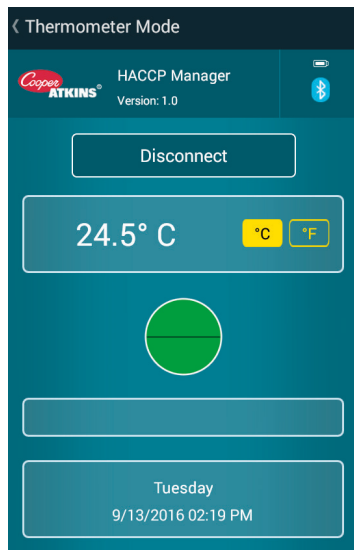
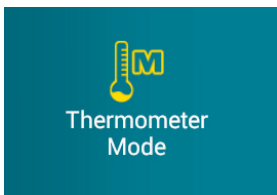
If you click on the question, a summary of the questions event appears.



When you have answered all the questions in a checklist, a checkbox will appear next to the checklist.

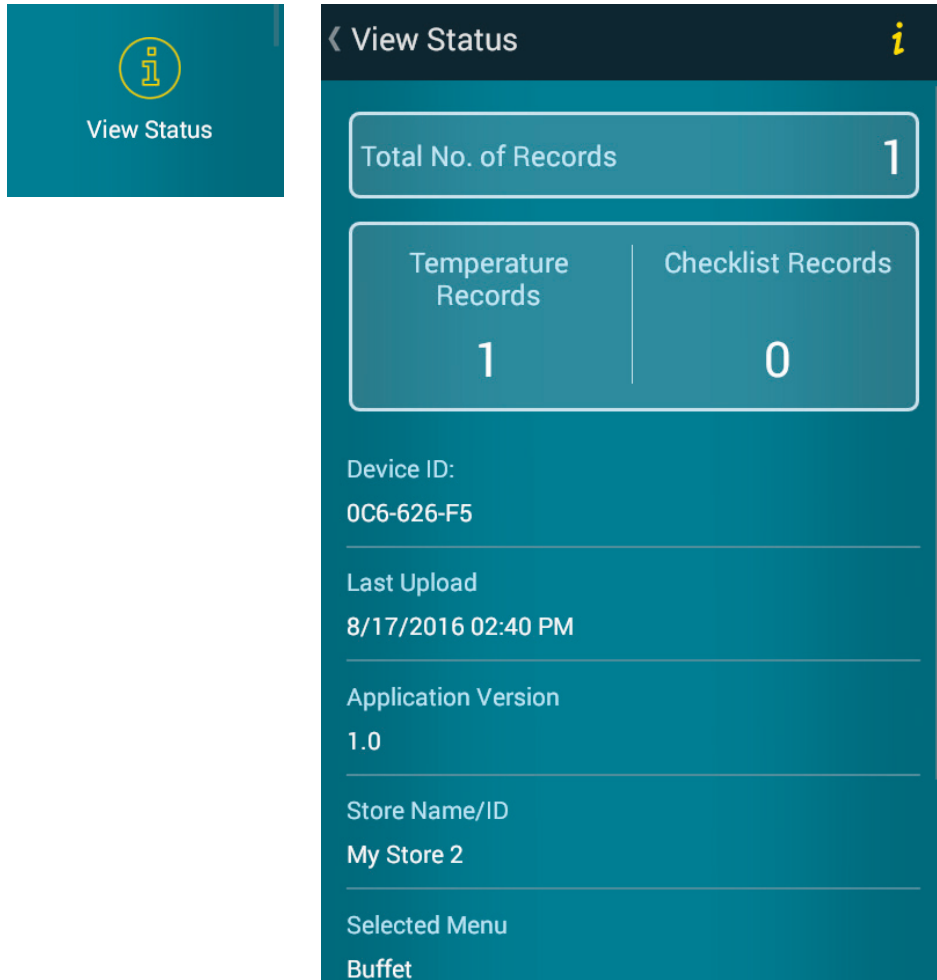
Thermometer Mode

Use Thermometer Mode if you want to measure temperatures but don't need to keep a record of them. This option requires that the Cooper-Atkins Blue2 instrument be connected.

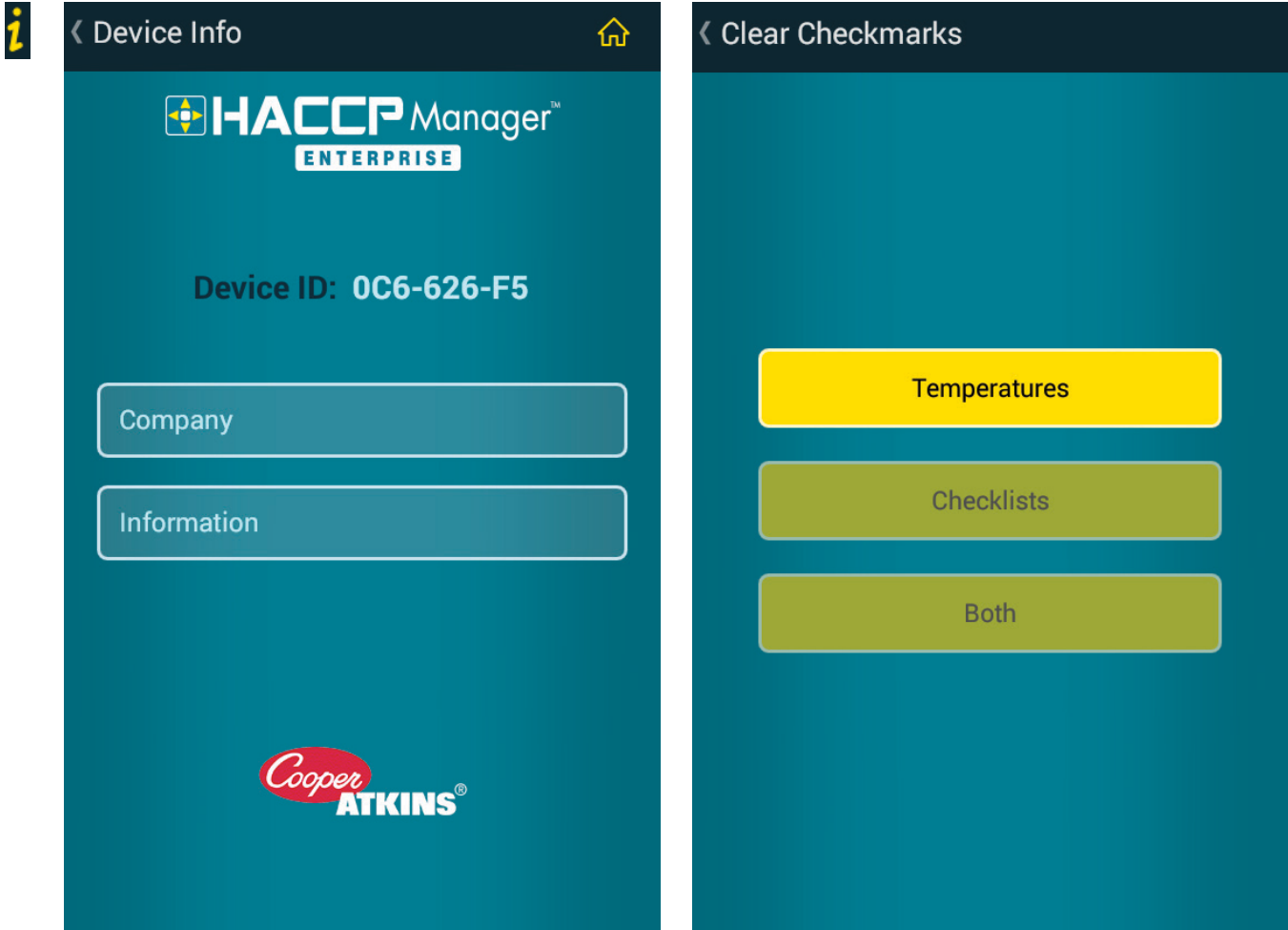


View Status (Review Stored Records)

This feature allows you to see all the records stored in smart device.

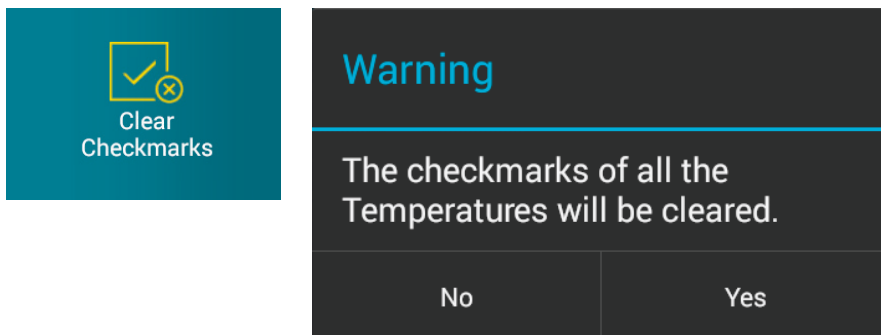


Clicking the *i* icon displays user-defined information (obtained from the HACCP Manager software) about the company, information description field, and Device ID.



Clear All Checkmarks

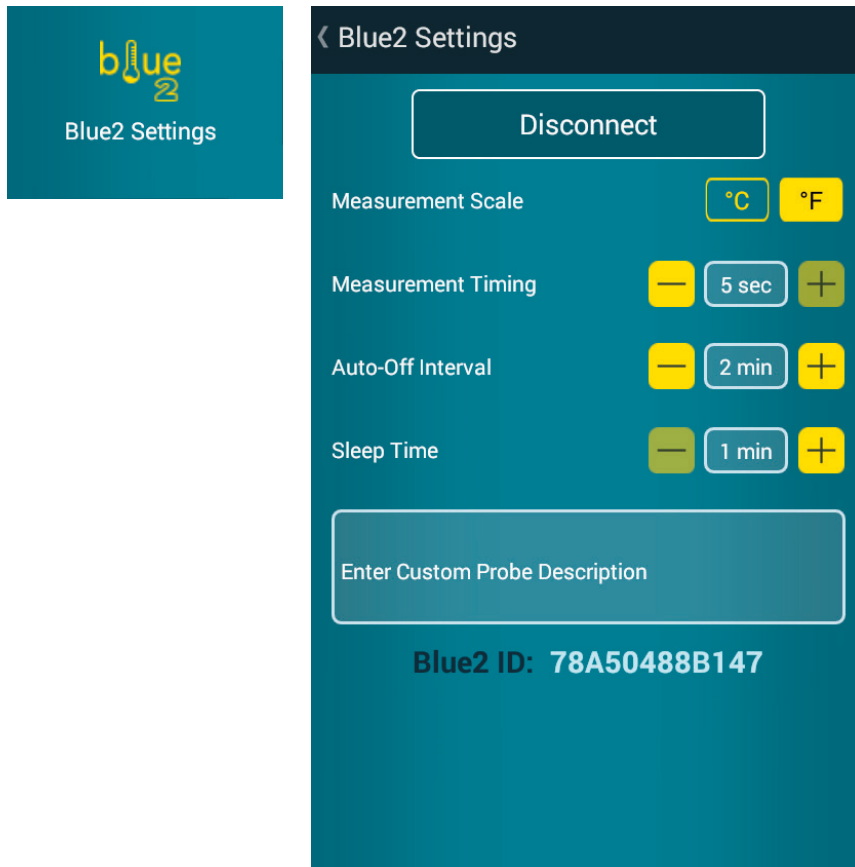
After recording the temperature of an item or piece of equipment, a checkmark will appear beside the item to indicate that this item (or equipment) has been recorded. If it is necessary to make another round of temperature recordings before the data on the device is uploaded to the database, the checkmarks may be cleared. You will receive a warning message verifying you really want to clear the checkmarks and start over.



This will not delete previously recorded data.

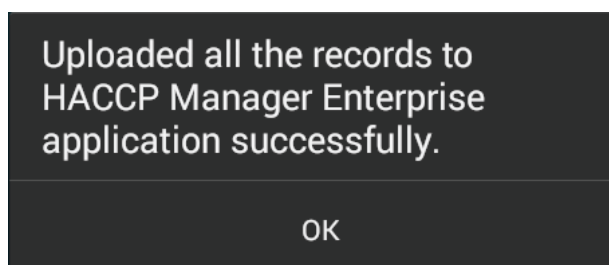
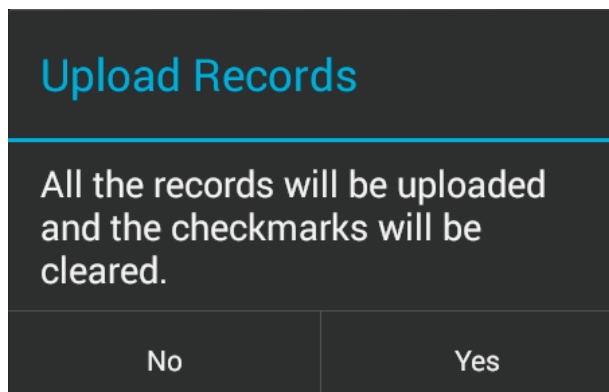
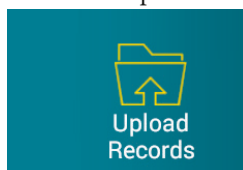
Blue2 Settings

You can configure various parameters of the Blue2 instrument. This includes the *Measurement Scale*, *Measurement Timing*, *Auto-Off Interval*, and *Sleep Time*. You will also find the Device ID for the Blue2 unit.



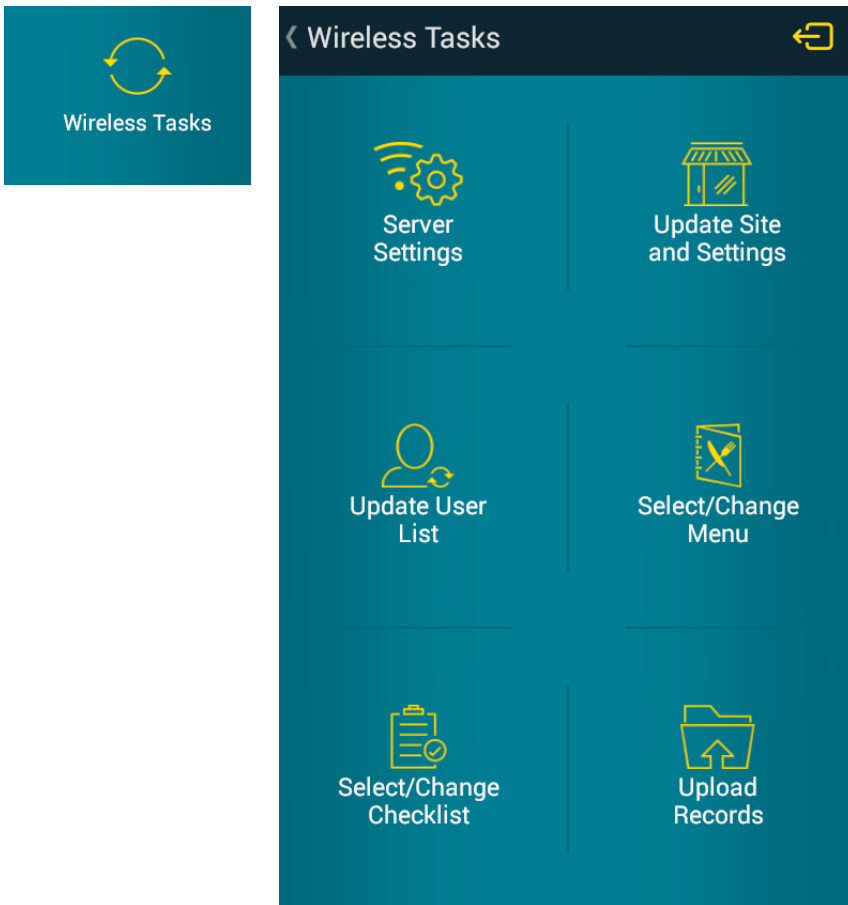
Upload Records

When you have completed a menu or checklist, you will need to upload all records before starting fresh. You will be asked to verify you want to upload the records.



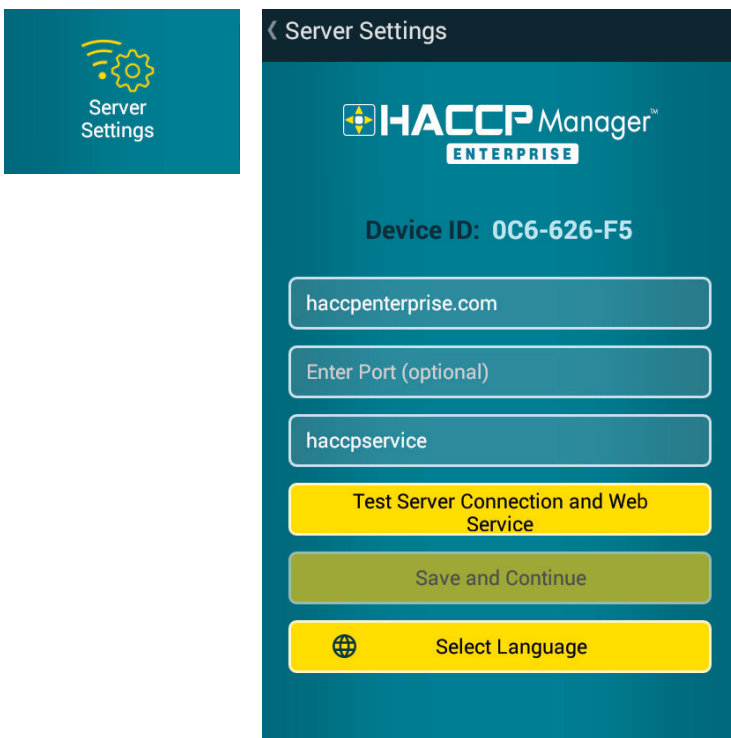
Wireless Tasks

If you have permissions, you can access the Wireless Tasks to change *Server Settings*, *Update Site and Settings*, *Update User List*, *Select/Change Menu*, and *Select/Change Checklist*.



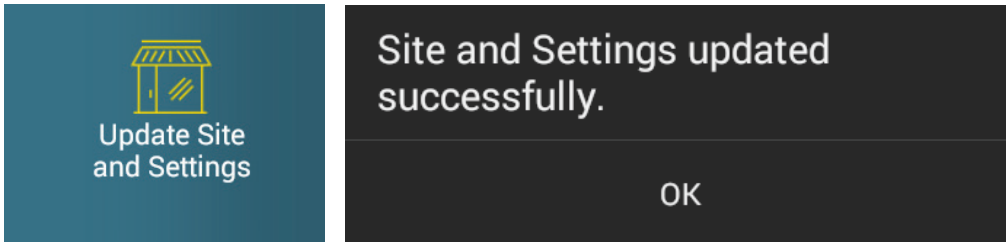
Server Settings

Server Settings is used to check the Device ID or select a new language.

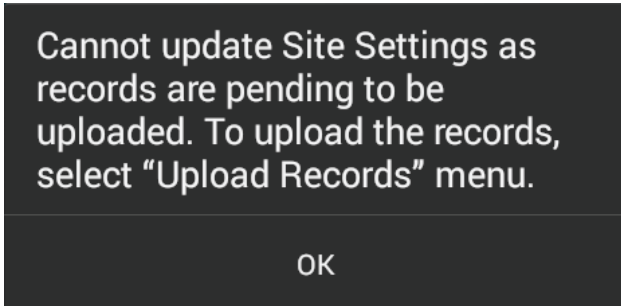


Update Site and Settings

Each Smart device must be updated prior to use, and there will be times when it needs to be updated due to administrative changes.

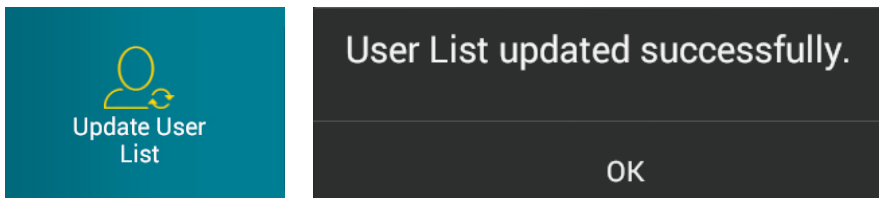


If you have not uploaded your menus or checklists, you will receive a message indicating you must upload all records prior to updating the site and settings for the device.



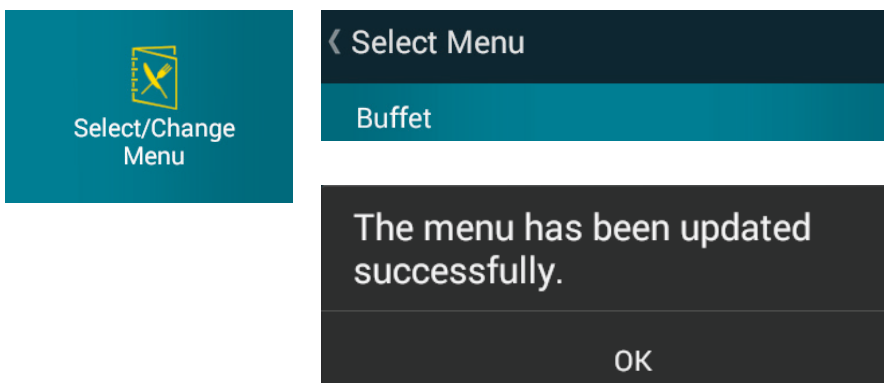
Update User List

In order for a user to access menus and checklists, they must be registered with the device. By clicking on **Update User List**, you will update the smart device with the latest list of users. If the username is not there, it will need to be added into the Enterprise software.



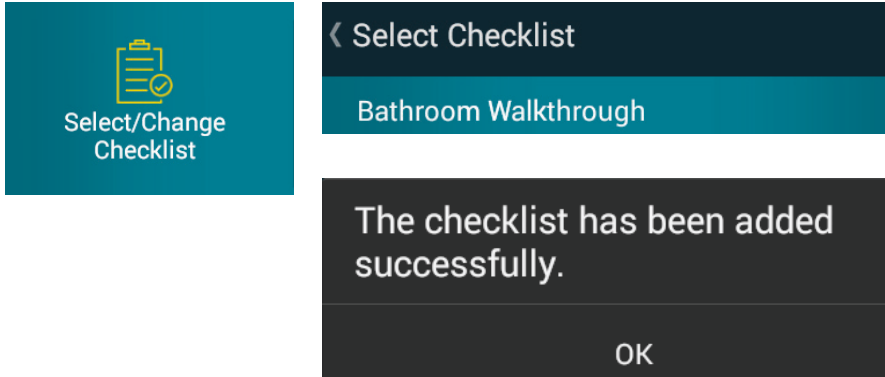
Select/Change Menu

To use a new menu, click the **Select/Change Menu** button, then choose the menu to load onto smart device.



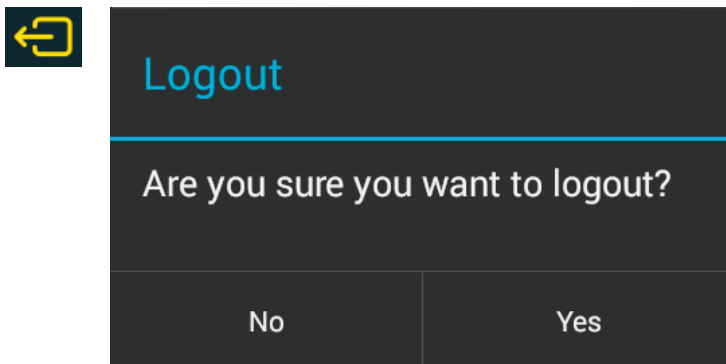
Select/Change Checklist

To use a new menu, click the *Select/Change Menu* button, then choose the menu to load onto smart device.



Log Out

The logout button is located on the upper-right corner.



Technical Support

For all technical support please contact:

I-Care Customer Service Support

Tel: 888-533-6900 Opt. #2

Email: I-Care@cooper-atkins.com

