## Tool Transfers Using an Asset Tag or Barcode

ONE-KEY<sup>™</sup> makes it easy for you to transfer barcoded and tagged tools and equipment across jobs.



The in-app scanner within One-Key lets you <u>assign</u> Asset ID Tags, and to find where a tagged or barcoded item belongs by <u>scanning it</u> using your smartphone's camera. This eliminates the need for expensive standalone scanning hardware. In addition to quick lookups, One-Key's barcode reader also allows you to easily transfer tagged and barcoded items between jobsites.

In this article, we'll show you how to complete a tool transfer using an <u>Asset ID</u> <u>Tag</u> or barcode.

## Launch the One-Key Mobile App

Your inventory will open. Along the bottom menu, tap "Places."
Select a project or job you want to transfer items *from*.

## **Transferring Tagged or Barcoded Tools and Equipment**

- •Once in your place's details, scroll down and tap "Start a Transfer."
- •Your inventory items at this place will load. Tap the search icon to access the scanner, then the '**Scan Barcode**' button.
- •Center your item's asset tag or barcode in the viewing window by moving your item under your device's camera.
- •When the item description appears, tap the '**Add**' button. Repeat this process as many times as you need until you've got everything in the cart for your transfer.



Once the cart is full, finish the <u>transfer process</u> by selecting a destination and assignee. Once that's completed, you can send a confirmation of the delivery to whoever needs to know. We'll save a copy for you in your transfer history that you can access whenever you need.

One-Key's scanner functionality makes transferring equipment with Asset ID Tags or barcodes fast and simple.