

eXPRS Mobile-EVV loogu talagalay Daryeel Bixiyayaasha PSW Sida loogu Daro Waqti Shaqo oo Cusub

(Bilawga Adeega Koox ahaaneed “Group”)

(v5; 7/18/2019)

Waxaa jira wakhtiyo mar uu daryeel bixiyaha PSW ee la shaqeynayo hal qof, oo hadana ka dib uu bilaabo doono in uu la shaqeeyo qof 2^{-aad}, isaga oo labada qofba u adeegaya isku hal mar. Tusaale, waxaa dhici karta in PSW uu la kulmo 1 qof, ka dibna qof kale oo ay qol wadaagaan qofkaasi daryeelka helaya, oo sidoo kale isna helaya daryeel, uu waqti dambe ku soo biiro qofka wax daryeelaya/qofka la daryeelayo si ay wax u soo wada adeegtaan.

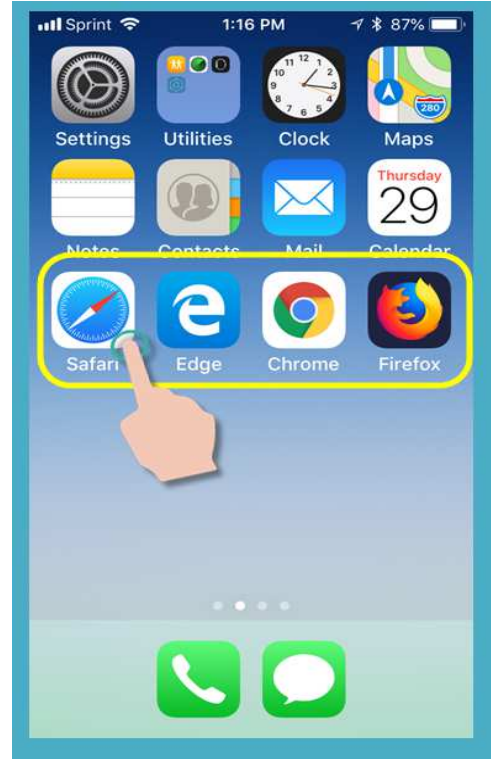
Marka PSW uu u shaqeynayo/la shaqeynayo 2 ama in ka badan oo dad ah **isku hal mar**, tani waxaa loo tixgeliyaa in ay tahay adeegyada koox ahaaneed “group”. eXPRS way isku qaybisaa ‘pro-rates’ lacagta biil ahaanta loogu diray qof kasta oo ka tirsan kooxda “group” taasi oo ah qaybtooda waqtiga ee “group” si loo simo lacagta saacadii la qaato ee waqtiga uu shaqeynayo PSW.

Buugan wax tilmaamaya ayaa dabooli/ka hadli doona **Sida loogu Daro Waqti Shaqo oo Cusub** oo loogu talagalay dadka dheeraadka ah inta uu PSW uu leeyahay waqtiga shaqo oo hadda socda oo ku jira **eXPRS Mobile-EVV**.

Si loogu Daro Waqti Shaqo oo Cusub ee EVV oo loogu talagalay dadka dheeraadka ah:

1. Marka aad rabto in aad ku darto waqti shaqo oo loogu talagalay qof cusub, isticmaal qalabkaaga gacanta 'mobile device' (telefoonka casriga ah 'smartphone' iyo tablet-ka) si aad u furto halka internet-ka laga gelo 'internet browser' (sida Safari, Chrome, Firefox, Edge, iwm).

Tilmaamahan la raacayo wuxuu nidaamka Safari u isticmaalayaa tusaale ahaan.

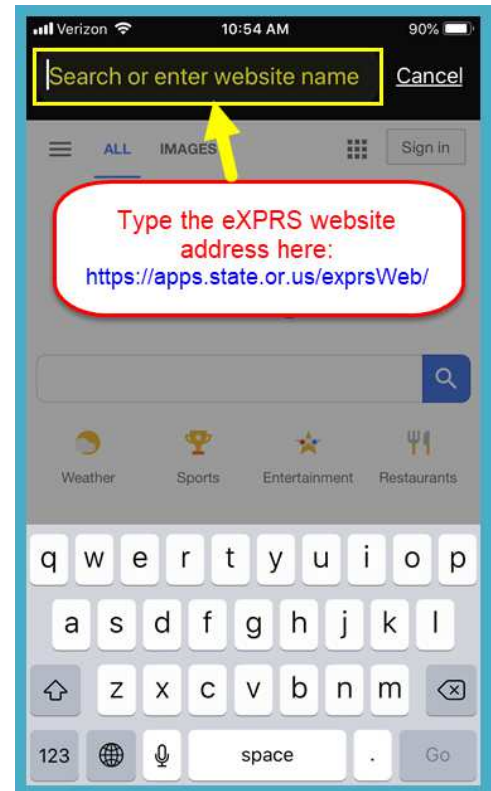


2. Nidaamka internet-ka laga gelo 'browser app' ee aad dooratay dhexdiisa, ku qor cinwaanka website-ka ee loogu talagalay eXPRS adiga oo gelinaya daaqadaada wax raadinta ee nidaamka internet-ka laga gelo 'browser search window'.

Cinwaanka website-ka eXPRS:

<https://apps.state.or.us/exprsWeb/>

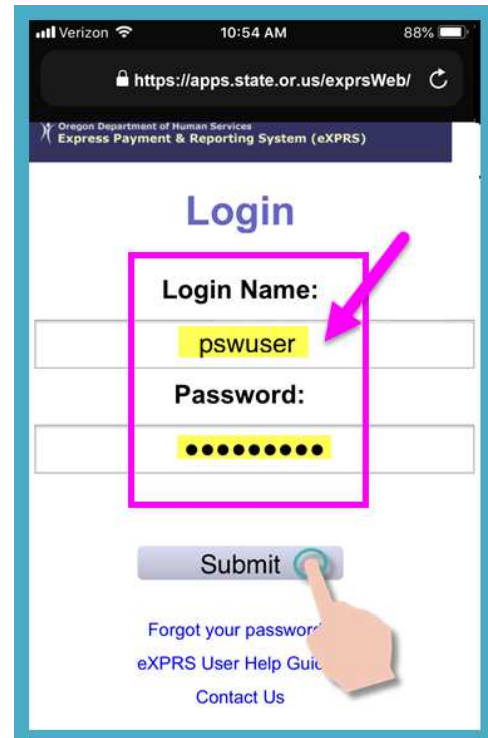
✓ **Pro Tip:** Website-ka eXPRS ku keydso 'save' meesha aad wax gashato 'Bookmarks' ama Favorites si aad si dhaqso ah ugu dooran karto marka xiga ee aad u baahato in aad isticmaasho **eXPRS Mobile-EVV.**



3. Bogga gelida **eXPRS Mobile-EVV** korkiisa, isticmaal Magacaaga Lagu Gelo **“Login Name” & Password-ka** caadiga ah ee eXPRS si aad u gasho.

Kani waa macluumaadka lagu gelo oo la mid ah ka aad u isticmaasho in aad website-ka eXPRS kaga gasho kambiyuutarka.

Taabo GUDBI **“SUBMIT”** si aad u gasho.

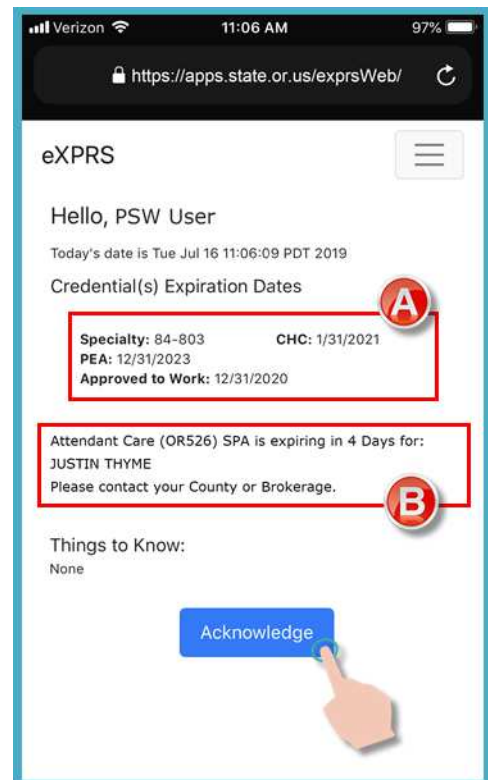


4. Dib u eeg Farriimaha Muhiimka ah.

Macluumaadka ku jira boggaani waxaa ka mid ah ogeysiinta:

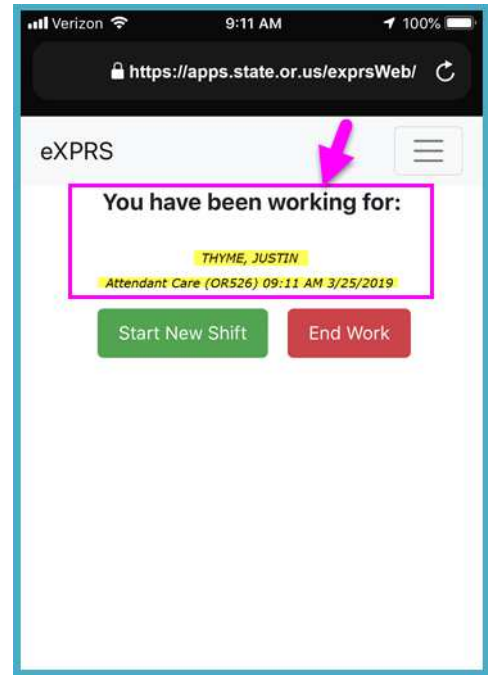
- taariikhda dhicida waqtiga aqoonsiyadaada PSW (*tusaalaha A*),
- ogeysiinta dhicida waqtiga mid ka mid ah ama ka badan oo ah oggolaanshahaaga SPA (*tusaale B*)
- Waxyaabo kale oo **Muhiim ah oo ay tahay In la ogaado.**

Taabo badhanka Aqoonta **“Acknowledge”** si aad u sii wado.

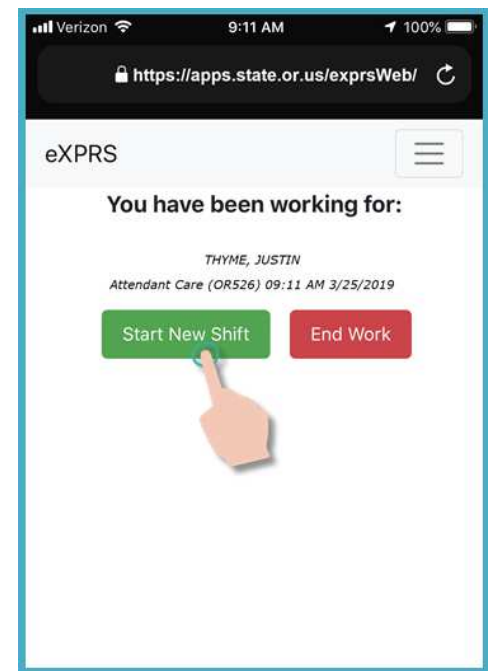


5. Marka aad si guul leh u gasho, waxaad arki doontaa meeshaada macluumaadka laga helo ee shaashada “**Dashboard**”.

Shaashadani waxay tusi/muujiin doontaa waqtiyada shaqo hadda socda ee loogu talagalay dadka aad u shaqeynayso, **Bilawga Waqtiga & Bilawga Taariikhda** ee waqtigaasi shaqo ee socda.



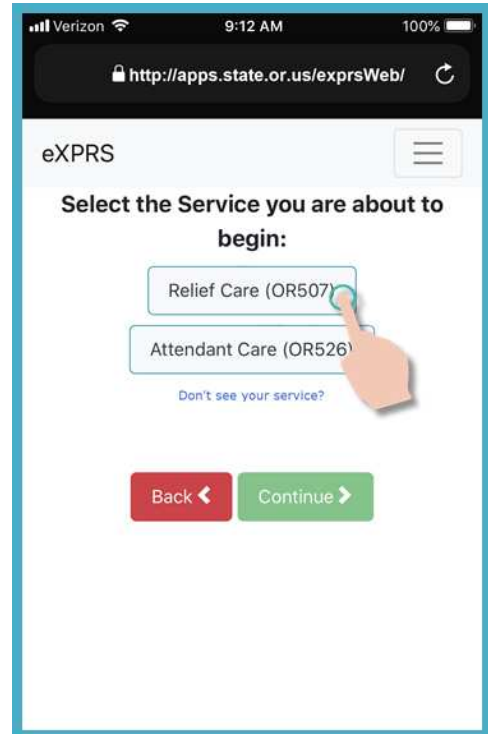
6. Si loogu **DARO WAQTI SHAQO oo CUSUB** oo loogu talagalay waqtiga shaqo ee hadda – oo macnaheedu yahay in aad adigu hadda isku hal mar u shaqeyn doonto koox ka kooban “group” 2 (ama ka badan) oo dad ah - taabo badhanka Bilaw Waqti Shaqo Oo Cusub **“Start New Shift”** korkiisa.



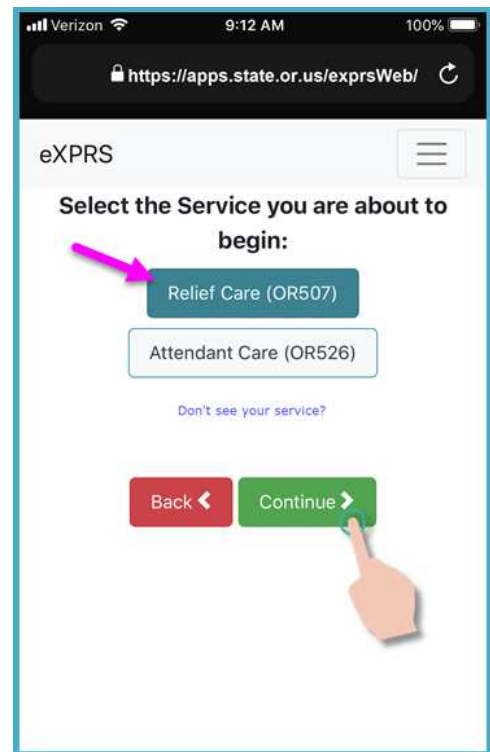
7. Adiga oo ka soo bilaabaya liiska oggolaanshaha adeegyada shaqeynaya muujinaya, taabo adeega ah in lagu **DARO WAQTI SHAQO oo CUSUB** si aad shaqeyso.

Badhanka adeegu wuxuu **isku beddeli doonaa madow** marka la doorto.

Waxaad dooran kartaa kaliya 1 adeeg waqtigiiba.

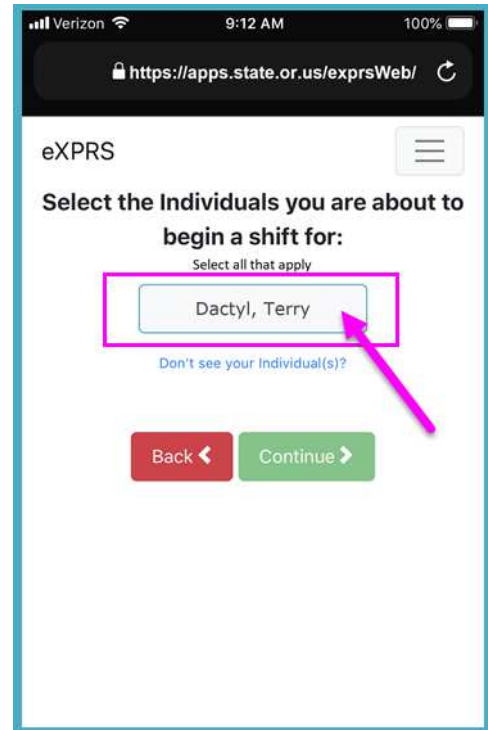


8. Adeega la doortay si loogu **DARO WAQTI SHAQO oo CUSUB**, taabo badhanka Sii wad **“Continue” >** si aad ugu gudubto shaashada xigta.

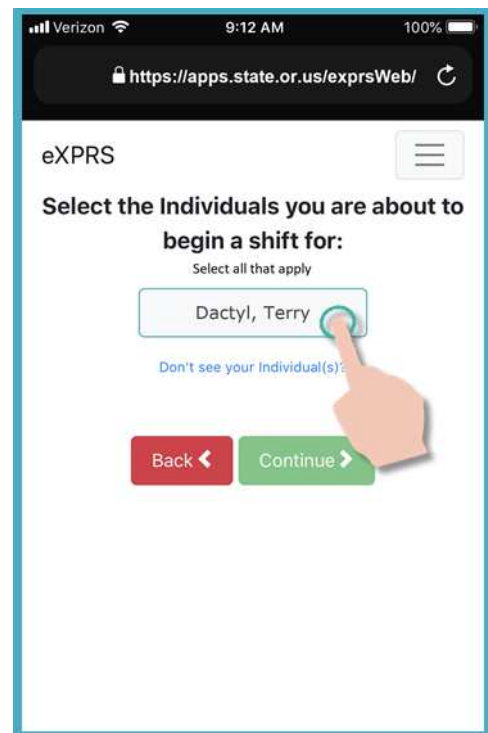


9. Shaashada Dooro Dadka “**Select the Individuals...**” dhexdeeda, waxaad arki doontaa liiska dadka soo haray ee aad u bilaabi karto waqtiga shaqo ee loogu talagalay adeega la doortay.

Shaashadan dhexdeeda, kaliya dadka haysta oggolaansho shaqeynaya oo loogu talagalay adeega aad dooratay **isla markaana aadan u haynin waqtiga shaqo oo hadda socda** ayaa la isku tusi/lagu muujin doonaa.



10. Taabo magaca qofka aad rabto in lagu **DARO WAQTI SHAQO oo CUSUB** si aad shaqeyso.

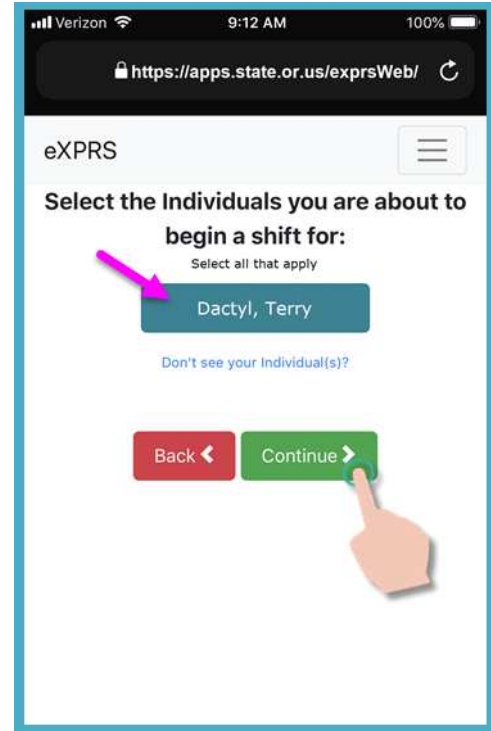


11. Marka aad taabato magaca qofka(dadka), badhanka loogu talagalay iyagu wuxuu **isku beddeli doonaa madow** marka la doorto.

Taabo badhanka cagaaran ee Sii wad **“Continue”** > si aad ugu gudubto shaashada xigta.

Haddii aad u baahan tahay in aad isbeddelo ku samayso, isticmaal badhanka Gadaal u noqo **<“Back”** si aad ugu noqoto shaashadihii hore.

Had iyo jeer isticmaal badhanka Gadaal u noqo <“Back” si aad u noqoto. Ha isticmaalin badhanka gadal loo soo celiyo ee nidaamkaaga internet-ka laga gelo ‘browser app’.

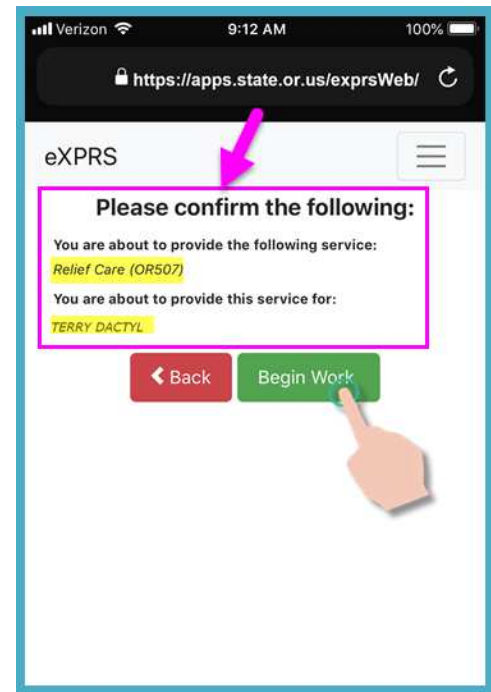


12. Waxaad hadda arki doontaa shaashada Fadlan Xaqiiji **“Please Confirm...”** oo tusaysa/muujinaysa Adeega & Qofka(dadka) aad dooratay & bilaabayso in aad ka shaqeyso si loogu **DARO WAQTI SHAQO oo CUSUB.**

Fadlan macluumaadkan u fiiri SI TAXADAR LEH!

Haddii macluumaadka adeega & qofku ay yihiin **Sax**, taabo badhanka Bilaw Shaqada **“Begin Work”** si aad u bilawdo & uguna darto waqtigaaga shaqo ee cucub.

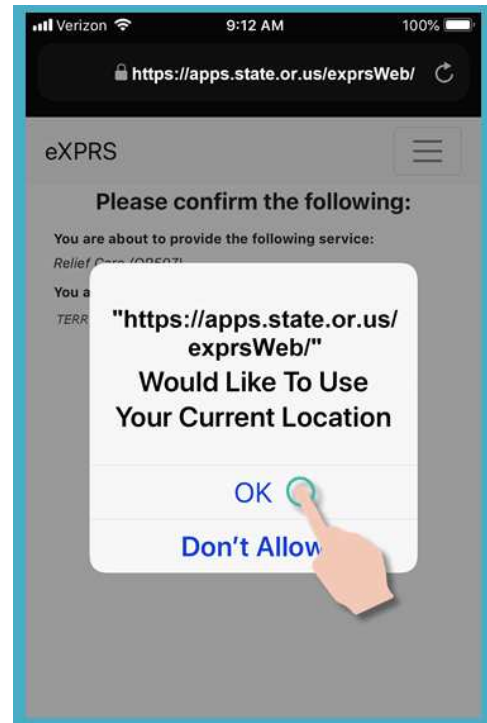
Haddii adeega ama qofka(dadka) qorani aysan **Sax ahayn**, isticmaal badhanka Gadaal u noqo **<“Back”** si aad ugu noqoto shaashadihii hore & samee sixitaanka dooro-shooyinka loo baahan yahay.



13. Iyada oo ku xiran sida loo kala doorbidayo **Goobta** ee loo geliyo qalabkaaga gacanta 'mobile device' **IYO** halka internet-ka laga gelo 'browser' ee aad isticmaalayso, waxaa **laga yaabaa** in aad hesho farriin soo baxda oo kaa codsanaysa in aad xaqiijiso goobta halka aad ka bilaabayso waqtigaaga shaqada.

Haddii aad hesho farriin soo baxda, taabo **OK** si aad u sii wado.

eXPRS Mobile-EVV ayaa qaban/keydin 'captures' doona sawirka/muuqaalka waqtiga saxda ah 'point-in-time snapshot' ee halka aad joogtid **KALIYA** waqtiga aad **BILAWDO & DHAMMEYSO** waqti shaqo, kaasi oo ah **mid uu sharciga federaalku uga baahan yahay EVV.**

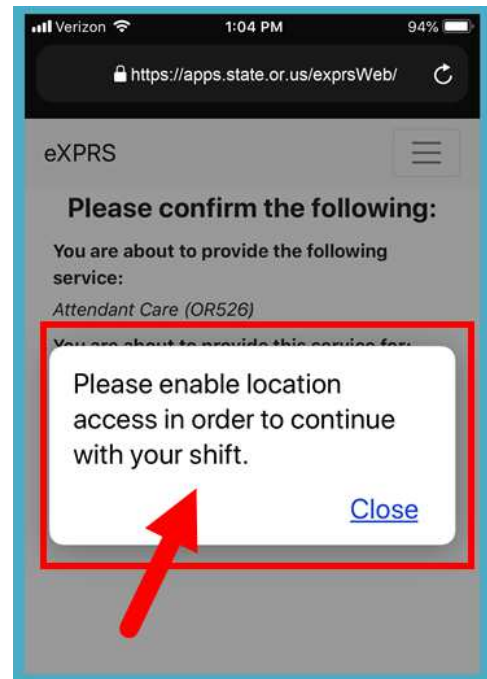


Haddii aadan haysanin adeegyadda goobta si sax ah loogu rakibay qalabkaaga IYO bogga internetka aad isticmaashay eXPRS Mobile-EVV, waxaad heli doontaa fariin qalad ah sida halkan lagu muujiyey.

XUSUUSNOW ...

Adeegyada goobta waa in loo beddelaa ON & CODSIGA LACAGTA CINWAANKA IYO barta Internetka ee aad isticmaalayso.

La xari xawaarahaaga mobile ama la tasho tilmaamaha isticmaalka qalab gaar ah haddii aad u baahan tahay gargaar aad ku maareynaysid goobaha goobta goobta qalabkaaga.

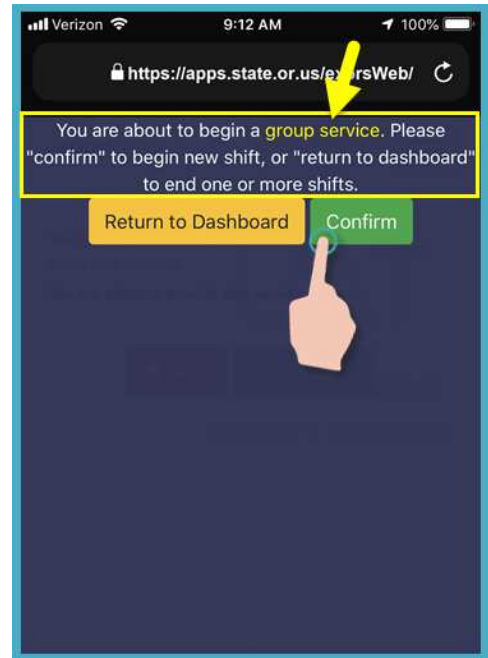


14. Marka aad taabato Bilaw Shaqada **“Begin Work”** si loogu **DARO WAQTI SHAQO oo CUSUB, eXPRS Mobile-EVV** waxaa ka soo muuqan doona farriin xaqiijin ah, oo tilmaamaysa in aad bilaabayso adeega koox ahaaneed **“group”**.

Taabo badhanka Xaqiijinta **“Confirm”** si loogu **DARO WAQTI SHAQO oo CUSUB**.

AMA

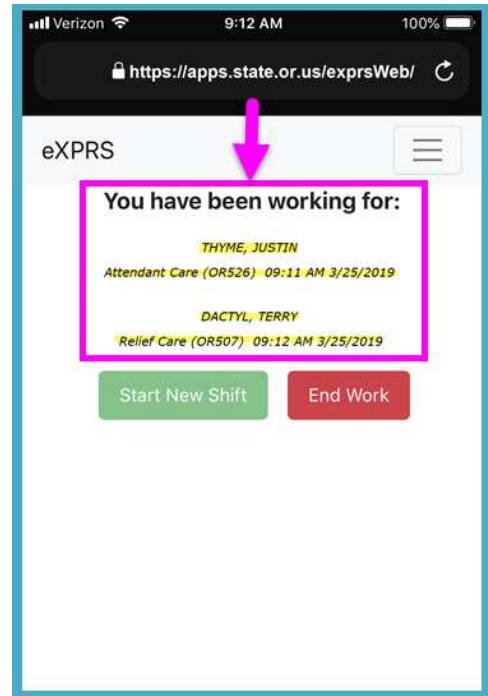
Taabo badhanka Ku soo noqo Dashboard-ka **“Return to Dashboard”** si aan loogu darin WAQTI SHAQO oo CUSUB.



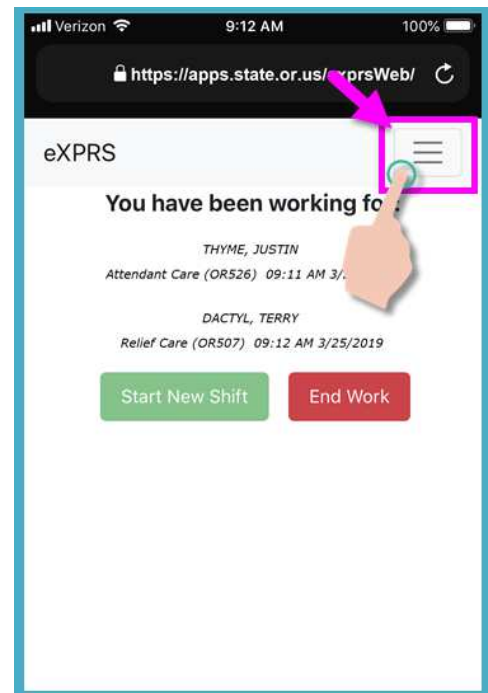
15. Haddii aad si guul leh u bilaabatay shaqadaada (ama "saacad ku jirta") eXPRS Mobile-EVV waxay kuu xaqiijineysaa adiga oo tusaya calaamadda cagaaran ee cagaaran.



16. Marka lagu **DARO WAQTI SHAQO oo CUSUB**, waxaa dib laguugu celin doonaa meesha macluumaadka laga helo 'dashboard' **eXPRS Mobile-EVV**, halkaaso oo aad arki doonto **DHAMMAAN** waqtiyada shaqo ee hadda kuu socda.

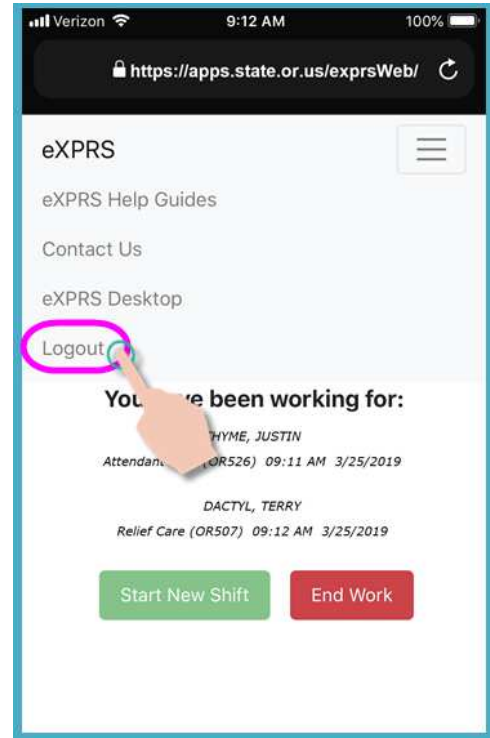


17. Laga bilaabo shaashadan macluumaadka laga helo 'dashboard', waxaad taaban kartaa Astaanta Liiska **"Menu Icon"** ee ku taala dhinaca sare ee midigta xigta ee shaashada si aad uga shaqeysiiso liiska 'menu'.



18. Adiga oo ka soo bilaabaya Liiska 'Menu', taabo Ka bax **"Logout"**korkeeda si aad uga baxdo **eXPRS Mobile-EVV**; waqtigaaga shaqadu wuu ka sii socon doonaa website-ka eXPRS.

Sii wad waqtiyadaada shaqada.



19. Fiiri ***Sida loo Joojiyo Waqtiga Shaqada*** tilmaamaha tallaabo-tallaabada loo raacayo oo ku saabsan sida loo isticmaalo **eXPRS Mobile-EVV** si aad u Joojiso waqtigaaga(yadaada) shaqo marka aad dhammeyso shaqeynta.