

eXPRS Mobile-EVV loogu talagalay Daryeel Bixiyayaasha PSW Sida loo Bilaabo Waqtiga Shaqo

(v6; 4/23/2019)

eXPRS Mobile-EVV wuxuu daryeel bixiyayaasha PSW u oggolaadaa in ay isla markiiba galaan waqtiga ay shaqeyeen marka ay bilaabaan (isla markaana joojiyaan) shaqada. **eXPRS Mobile-EVV** waxay macluumaadka waqtiga la shaqeyay oo **qoraal** ah u keydisaa 'saves' website-ka eXPRS si daryeel bixiyayaasha PSW ee aan lahayn in ay gacan ahaan u geliyaan 'manually' ay macluumaadkaasi waqti dambe u geli karaan kaasi oo loogu talagalay EVV. Tani waxay macluumaadka gelinta waqtiga la shaqeyay ka dhigi doontaa mid aad ugu sahlan PSW.

WAXYAABO MUHIIM AH OO AY TAHAY IN LA OGAADO:

- **eXPRS Mobile-EVV** wuxuu KALIYA tusi/muujiin doonaa oggolaanahsha PSW ee loogu talagalay adeegyada & dadka **ee shaqeynaya* isla taariikhda aad timaado shaqada.**
- ***Shaqeynaya** macnaheedu waa CDDP ayaa Ganacsiga oggolaanshaha geliyay website-ka eXPRS dhexdiisa, waxaa **aqbalay** nidaamka, wuxuuna diyaar u yahay in PSW uu shaqeeyo & biilka diro.
- Xaqiiji inaad gasho website-ka **eXPRS Desktop** **KA HOR inta aadan imaan** si aad xaqiijiso in aad haysato oggolaansho shaqeynaya oo loogu talagalay adeegyada/dadka lagu qorsheeyay in aad u shaqeyso.
➔ **HABKA UGU FIICAN EE WAX LOO QABTO** - fiiri si aad u ogaato in oggolaanshahaagu yahay mid shaqeynaya **dhowr maalmood ka hor inta aan lagu qorsheyn in aad shaqeyso**, si aad u haysato waqti lagu xalliyo arrimaha dhanka oggolaanshaha ka hor inta aanu waqtigaaga shaqadu bilaabmin.
- Haddii oggolaanshahaagu yahay mid aan shaqeynayn (aysan ka soo muuqan/laga arkayn **eXPRS Mobile-EVV**), la xiriir CME wax oggolaanaya sida aad u hesho in la dejiyo/sameeyo.
- Waa in aad GOOBTA **"LOCATION"** adeegyada laga dhigaa mid DAARAN/FURAN **"ON"** oo loogu talagalay **galabkaaga gacanta 'mobile device' IYO nidaamka internet-ka laga gelo 'browser'** (sida Chrome ama Safari) kaasi oo isticmaali doona **eXPRS Mobile-EVV**.

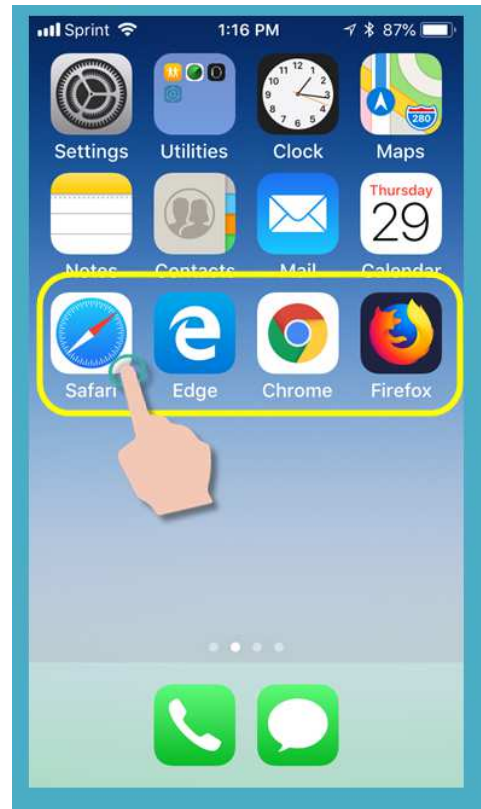
Gelitaanka goobtaada marka aad **BILAWDO & DHAMMEYSO** waqtiyadaada shaqada [waa mid uu sharciga federaalku uga baahan yahay EVV](#). **eXPRS Mobile-EVV** ayaa qaban/keydin 'captures' doona sawirka/muuqaalka waqtiga saxda ah 'point-in-time snapshot' ee halka aad joogtid **KALIYA** waqtiga aad **BILAWDO & DHAMMEYSO** waqtiyadaada shaqada; [lamana socoto](#) halka aad tegto inta lagu jiro waqtigaaga shaqo ama shaqada ka dib.

Tilmaamahan la raacayo waxay ku siin doonaan tilmaamo tallaabo-tallaabo loo raacayo oo ku saabsan sida loo isticmaalo **eXPRS Mobile-EVV** si **Loo Bilaabo Waqtiga Shaqada** marka aad timaado si aad bilawdo in aad shaqeyso.

Si aad Waqti Shaqo Uga Bilawdo eXPRS Mobile-EVV:

1. Marka aad timaado si aad u bilawdo shaqeynta waqtigaaga shaqo, isticmaal qalabkaaga gacanta 'mobile device' (telefoonka casriga ah 'smartphone' iyo tablet-ka), oo bilaw/ka shaqeysii halka internet-ka laga gelo 'internet browser' (sida Safari, Chrome, Firefox, Edge, iwm).

Tilmaamahan la raacayo wuxuu nidaamka Safari u isticmaalayaa tusaale ahaan.

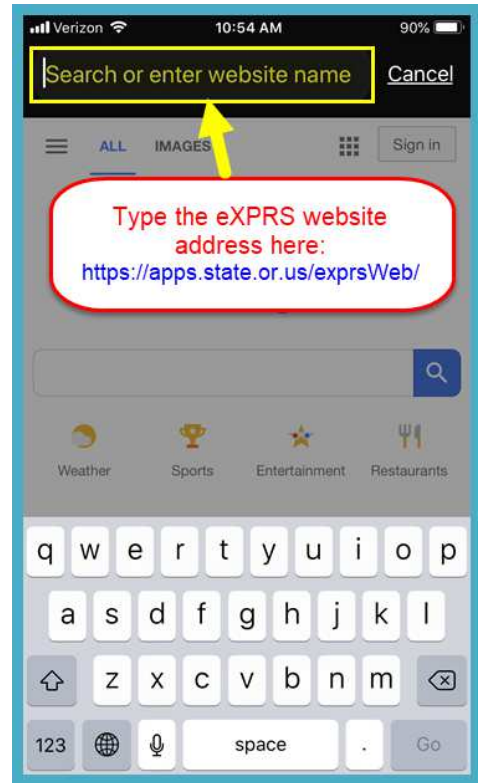


2. Nidaamka internet-ka laga gelo 'browser app' ee aad dooratay dhexdiisa, ku qor cinwaanka website-ka ee loogu talagalay eXPRS adiga oo gelinaya daaqadaada wax raadinta ee nidaamka internet-ka laga gelo 'browser search window'.

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.

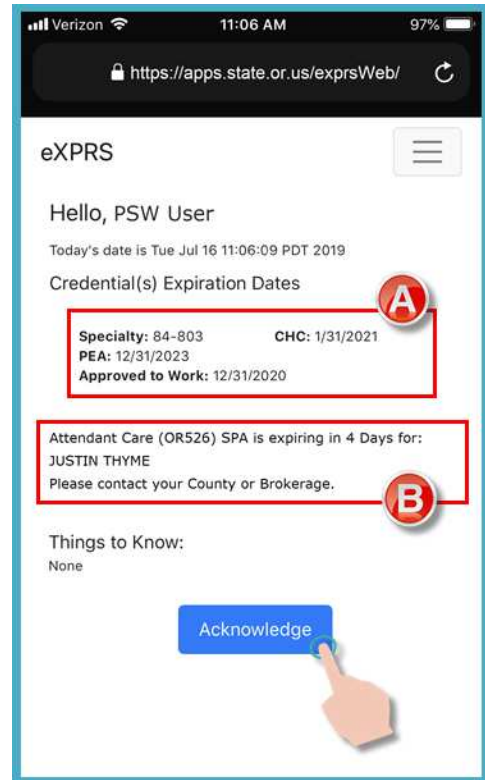


4. Dib u eeg Farriimaha Muhiimka ah.

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.**

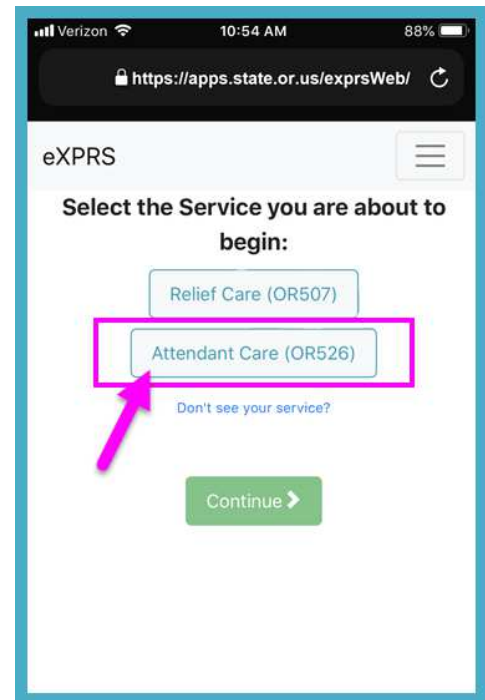
Taabo badhanka Aqoonta **“Acknowledge”** si aad u sii wado.



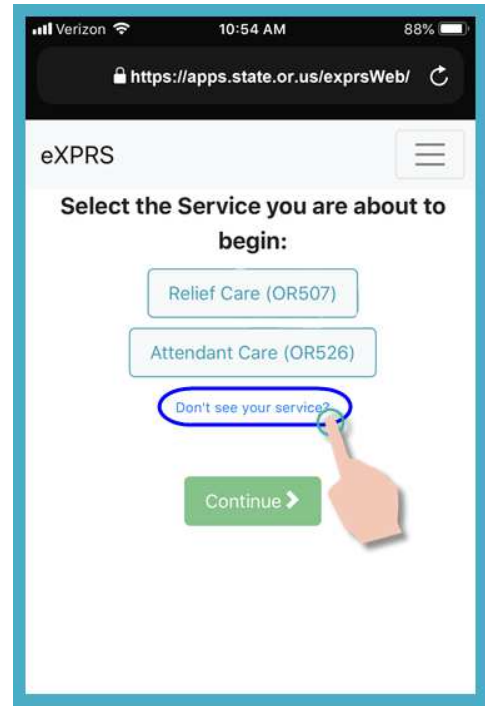
5. Marka aad si guul leh u gasho & aqoonsato/qirto jiritaanka farriimahaaga, waxaad geli/ku jiri doontaa shaashada Dooro Adeega **“Select the Service...”**.

Shaashadan waxaa ku qoran dhammaan oggolaanshaha adeegyada kuu shaqeynaya **ee loogu talagalay maalinta aad qasho** (*maalinta dhabta ah ee aad shaqeynayso*).

Waxaa laga yaabaa in aad u baahato in aad gacan mariso/dhaqaajiso **swipe up** si aad u aragto macluumaad dheeraad ah oo ku yaala xagga hoose ee shaashada.



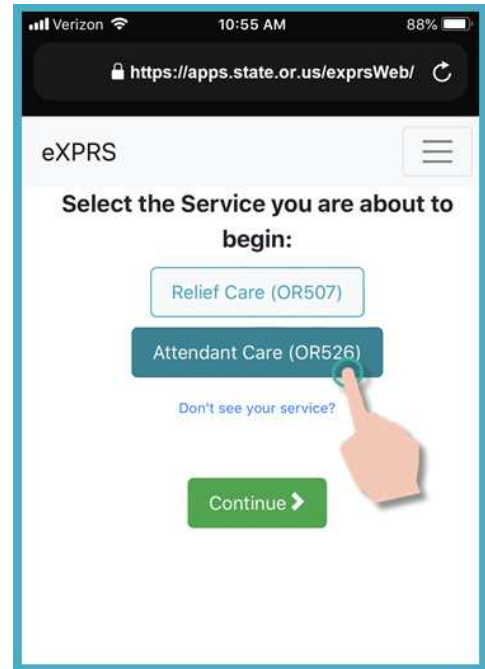
- Haddii ***gadan arkin*** adeega aad bilaabayso shaqadiisa taabo meesha laga sii gelayo 'link' ee Ma aragtid miyaa adeegaaga **"Don't see your service?"** wixii macluumaad dheeraad ah.



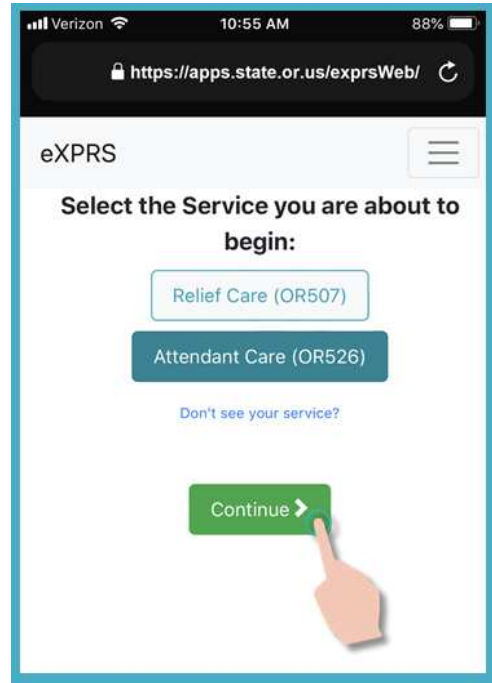
6. Adiga oo ka soo bilaabaya liiska, taabo adeega aad bilaabayso waqtigiisa shaqo.

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

Waxaad dooran kartaa kaliya 1 adeeg waqtigiiba.

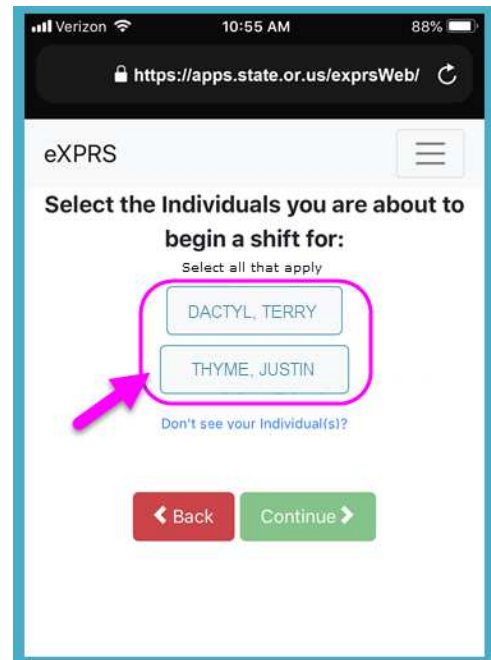


7. Marka adeega ay tahay in aad shaqeyso la doorto, taabo badhanka Sii wad **“Continue”** si aad ugu gudubto shaashada xigta.

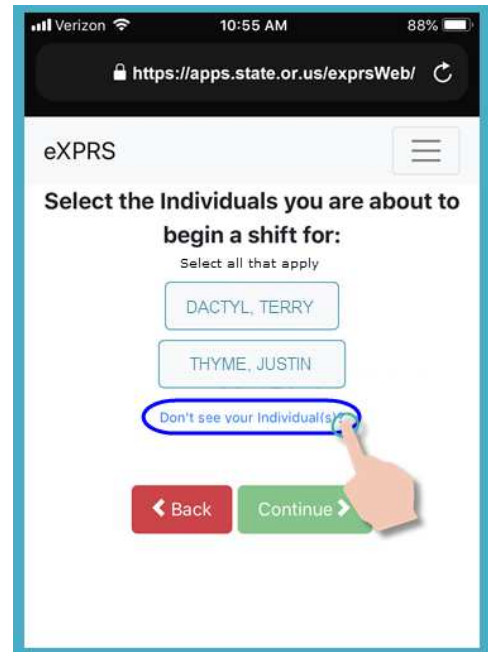


8. Waxaad hadda ku jirtaa shaashada Dooro Dadka **“Select the Individuals...”**.

Shaashadan dhexdeeda, waxaad arki doontaa dhammaan dadka haysta oggolaansho shaqeynaya oo loogu talagalay adeega aad ku dooratay shaashadii hore.

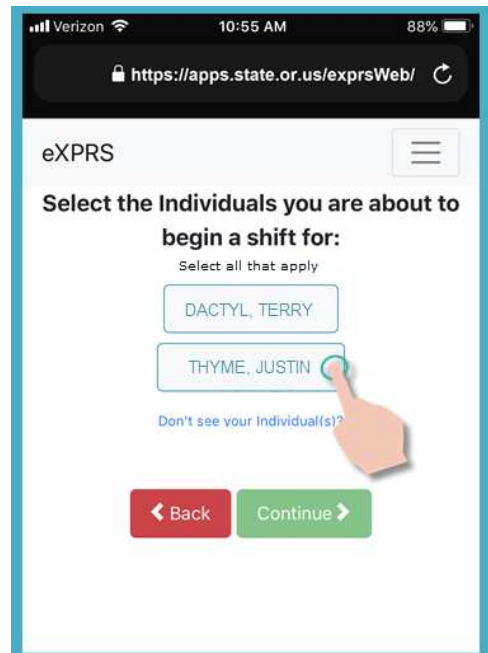


- Haddii ***gadan arkin*** qof liiska ku jira ee loogu talagalay adeega aad u baahan tahay in aad shaqadiisa qabato, taabo meesha laga sii gelayo 'link' ee Ma aragtid miyaa adeegaaga **“Don't see your service?”** wixii macluumaad dheeraad ah.



9. Adiga oo ka soo bilaabaya liiska dadka, taabo magaca qofka korkiisa si aad u bilawdo waqtiga shaqo ee aad iyaga la shaqeynayso.

Haddii aad la shaqeynayso koox dad ah, taabo magacyada loogu talagalay dhammaan kooxda.

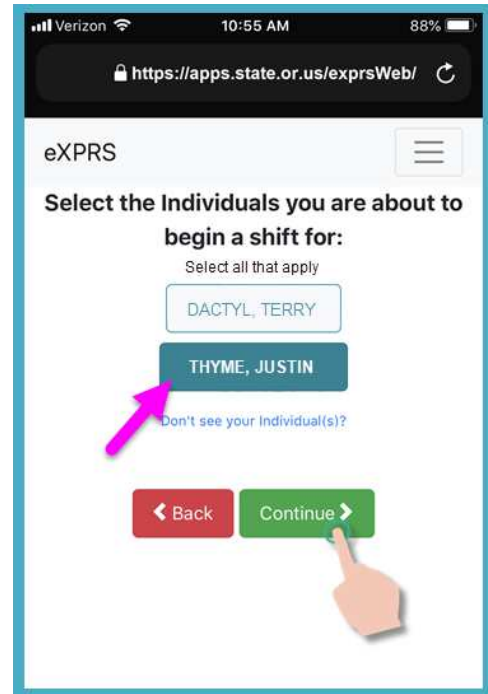


10. Marka aad taabato magaca qofka, badhanka loogu talagalay iyagu wuxuu **isku beddeli doonaa madow** marka la doorto.

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

Haddii loo baahdo, isticmaal badhanka Gadaal u noqo **<“Back”** si aad ugu noqoto shaashadihii hore ee Dooro Adeega **“Select the Service...”**.

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’.



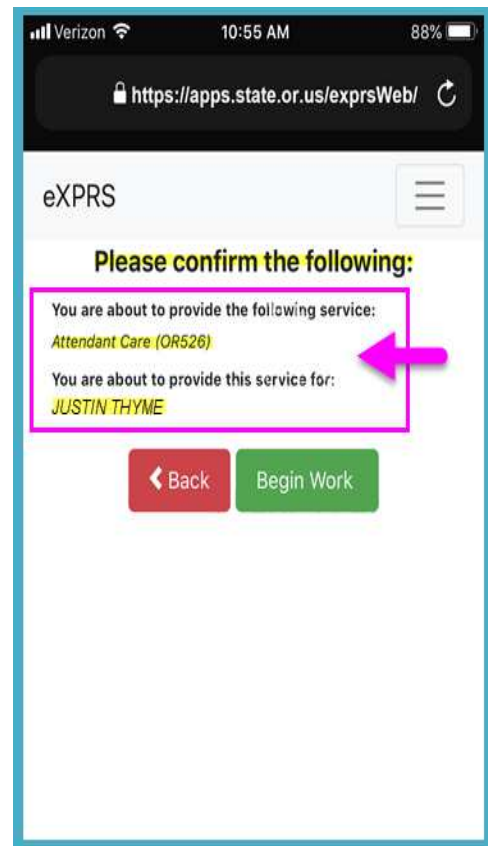
11. Waxaad hadda arki doontaa shaashada Fadlan Xaqiiji **“Please Confirm...”**, oo tusaysa/muujinaysa **Adeega & Qofka**(dadka) aad dooratay in aad bilawdo shaqadiisa ee loogu talagalay (*bilaabida waqtigaaga shaqada*).

Fadlan macluumaadkan u fiiri SI TAXADAR LEH!

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

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.

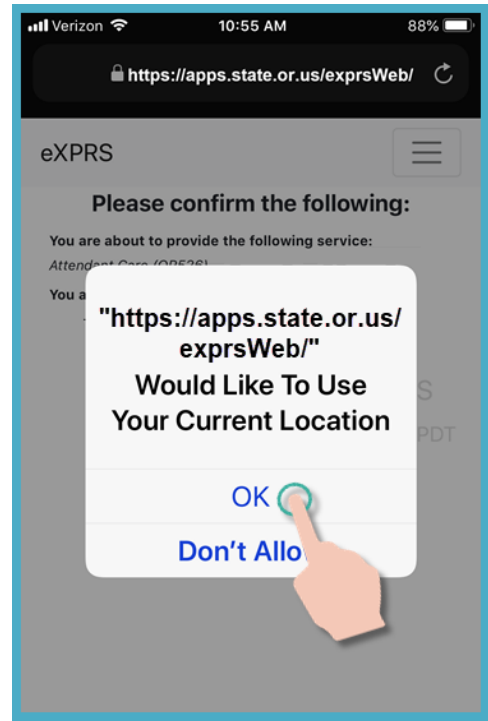
Isticmaal tallaabooyinka #6 - #9 ee tilmaamaha la raacayo ee halka sare ku qoran si aad ugu soo noqoto shaashadan.



12. 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.

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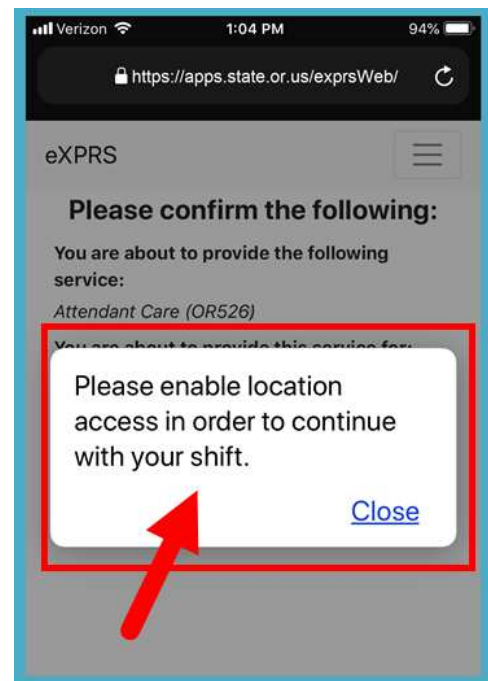


Haddii aadan haysanin adeegyadda goobta si sax ah loogu rakibay qalabkaaga IYO bogga internetka aad isticmaashay eXPRS Mobile-EVV, waxaad heli doontaa fariin qalad ah sida halkan lagu muujiyey.

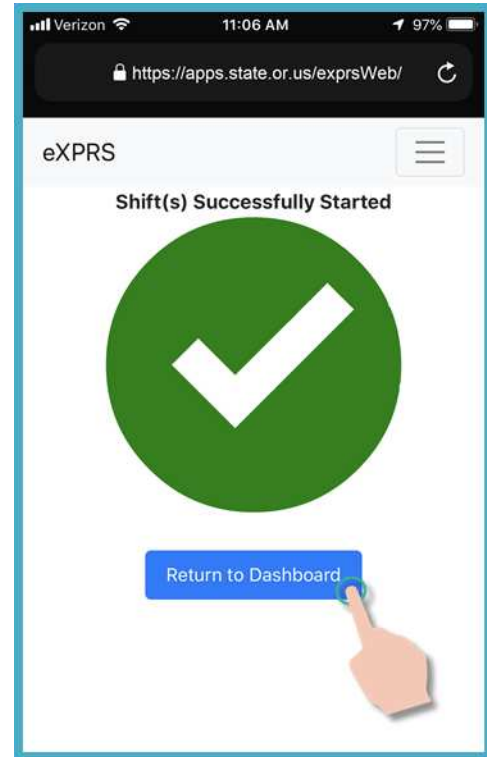
XUSUUSNOW ...

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.



13. 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.

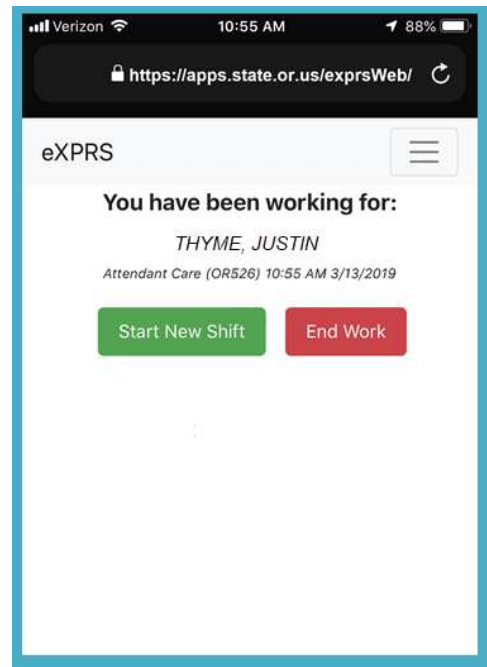


14. Marka aad waqtigaaga shaqada ka bilawdo **eXPRS Mobile-EVV** waxaad arki doontaa meesha macluumaadka laga helo **'Dashboard'**.

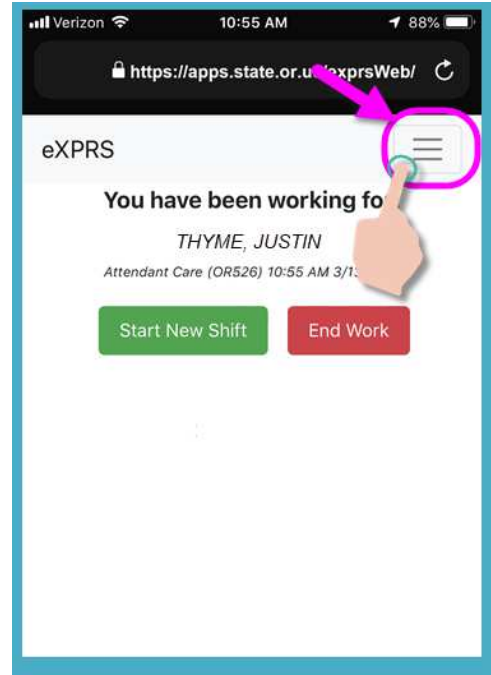
Tani waxay ku tusaysaa cidda aad la shaqeynayso, adeega, Waqtiga Bilawga & Dhammaadka waqtigaaga shaqo bilaabmay.

Laga soo bilaabo halkani waxaad:

- Waqti Shaqo oo Cusub u Bilaabi kartaa qof kale, (fiiri tilmaamaha la raacayo ee Sida loogu Daro Waqti Shaqo oo Cusub **"How to Add a New Shift"** si aad tilmaamo u hesho), **AMA ...**
- Ka bax **eXPRS Mobile-EVV** & shaqada waqtiga aad shaqeynayso.

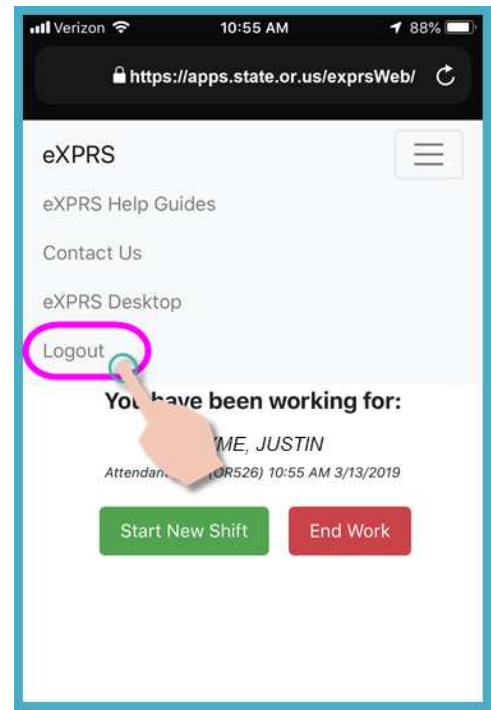


15. Si aad uga baxdo **eXPRS Mobile-EVV**, taabo Astaanta Liiska “**Menu Icon**”korkeeda ee 3 khad/sadar leh ee ku taala dhinaca sare ee midigta xigta ee shaashada si aad uga shaqeysiiso liiska ‘menu’.



16. 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.

Shaqee waqtigaaga shaqada.



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