



IDR Officials Mobile Application

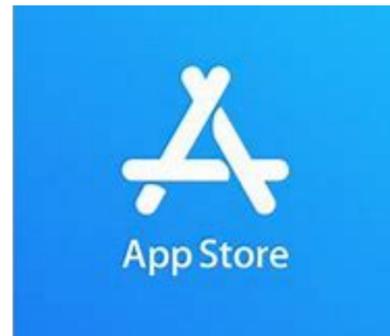
User Guide



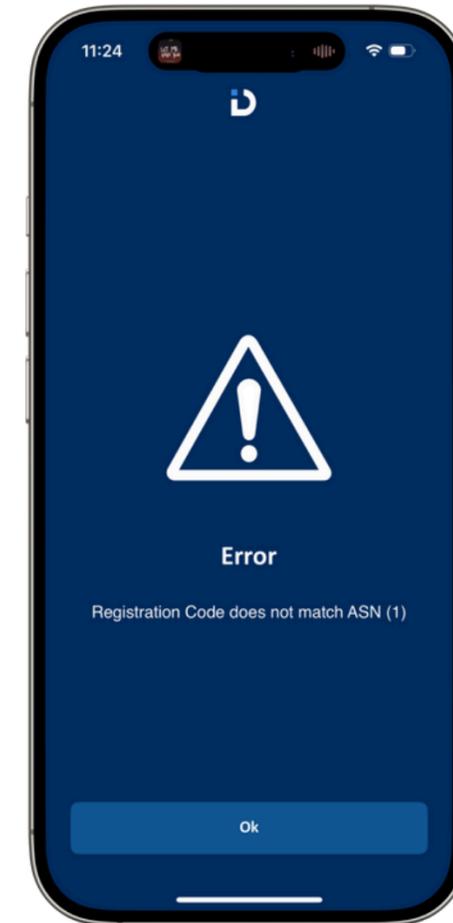
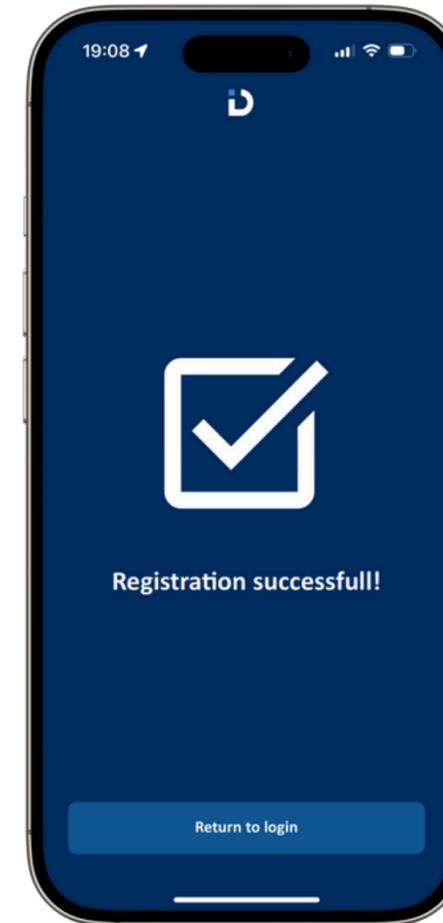
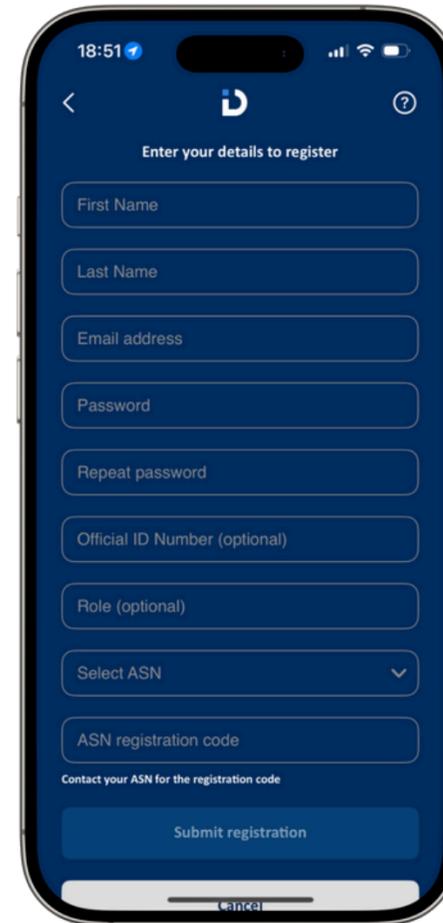
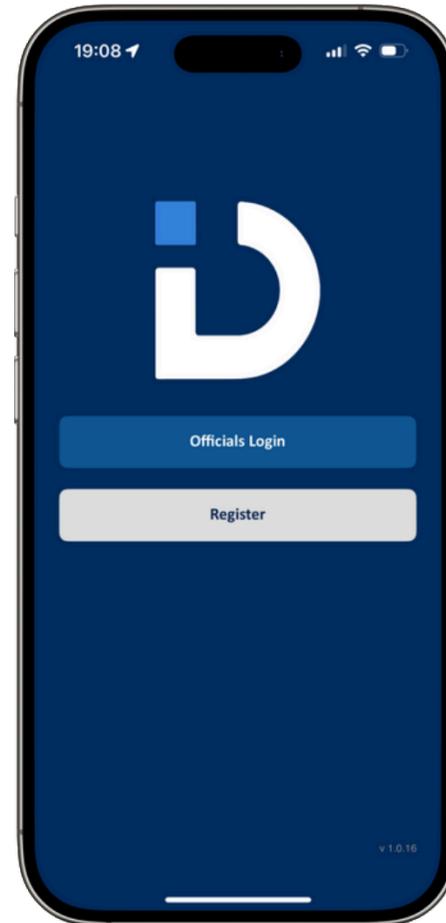
Download the IDR Officials App and Register



IDR Officials



IDR Officials



1. Download the IDR Officials app via the Google Play Store or the Apple App Store.

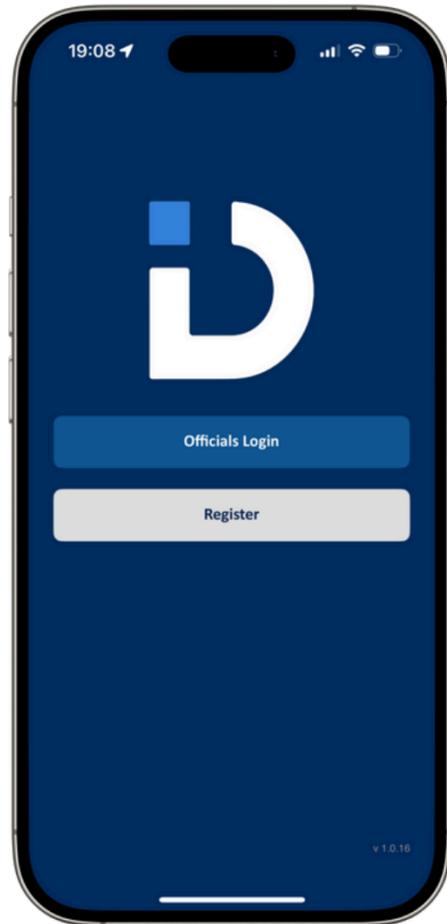
2. Select the 'Register' option. Ensure that you have a stable internet connection.

3. Enter your details, set a password, select your ASN from the drop down and enter the ASN registration code to verify the registration process. Select submit.

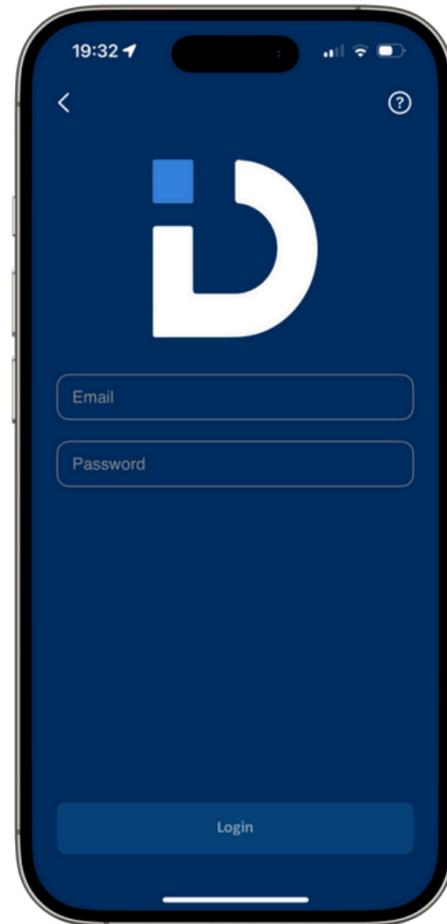
4. You will see a successful registration screen and can then select the 'return to login' option to access the login screen

NOTE: If your ASN registration code is wrong you will see the following error.

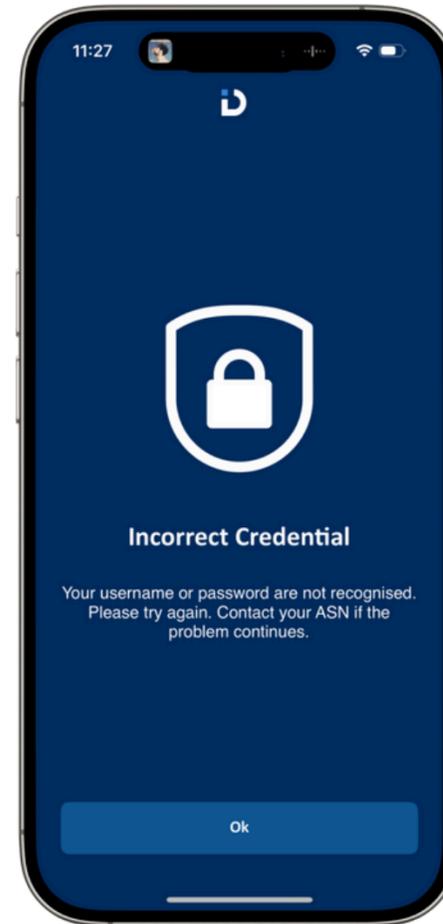
Existing App User Login



1. Select the Officials Login option. Ensure you have a stable internet connection.

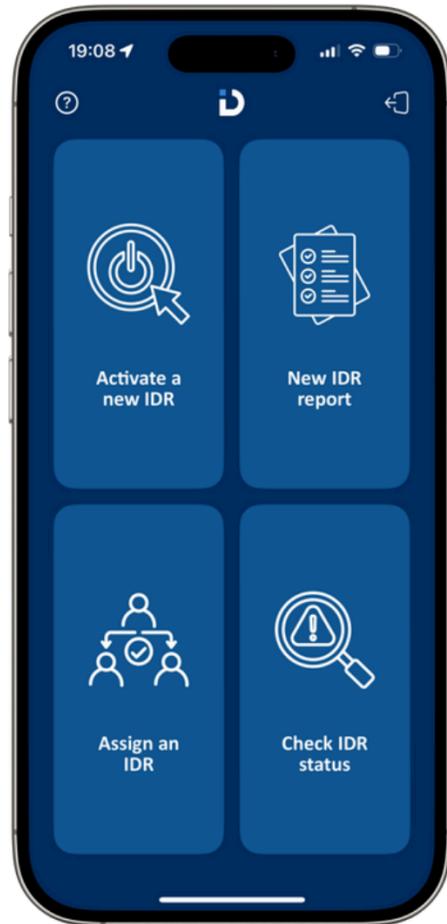


2. Enter the email and password that you set at registration. Select submit. If the credentials are correct, you will successfully login



3. If the email and password entered do not match those added at registration, the above message will show.

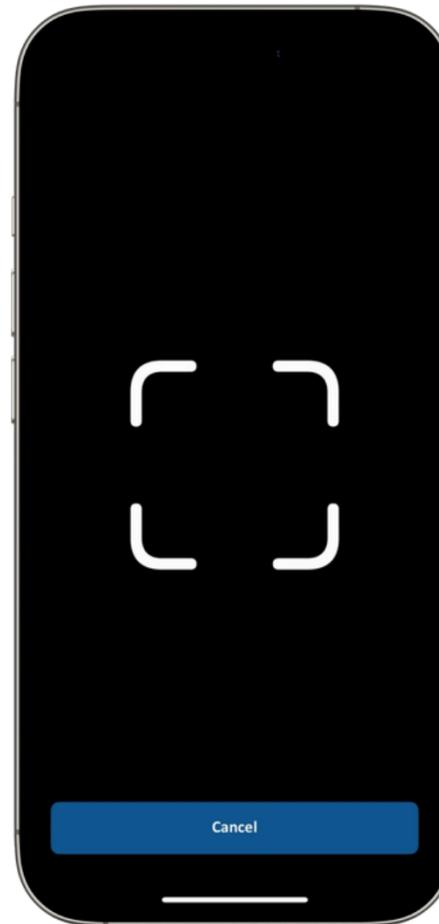
Activate a New IDR



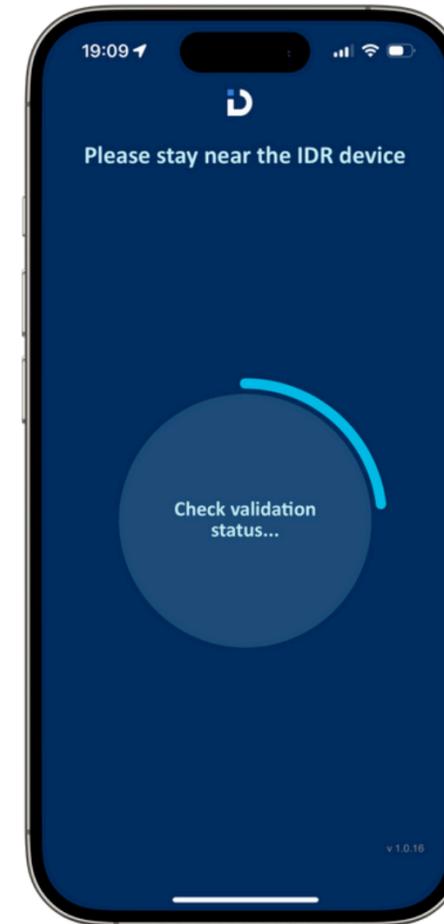
1. Select the 'Activate a new IDR' option in the Officials App home screen. Ensure that you have a stable internet connection.



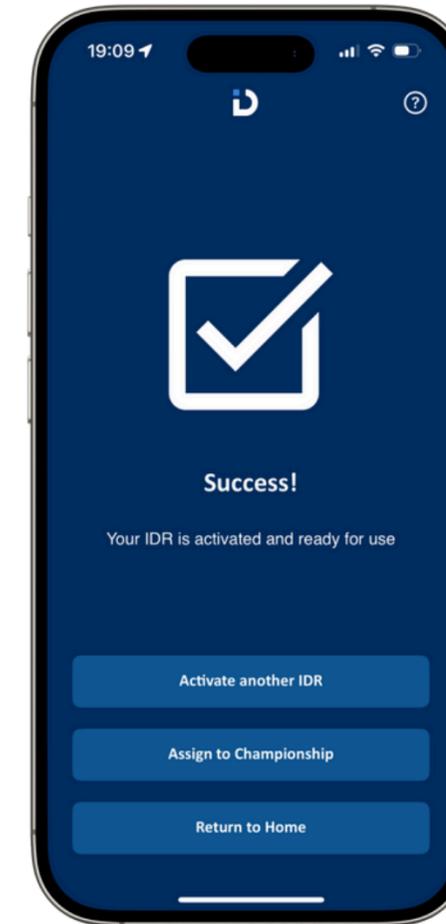
2. Select the 'Scan IDR QR Code' button.



3. Hold the phone so that the QR code on the IDR fits inside the white square guide in the app. Hold the phone steady as the QR is scanned.

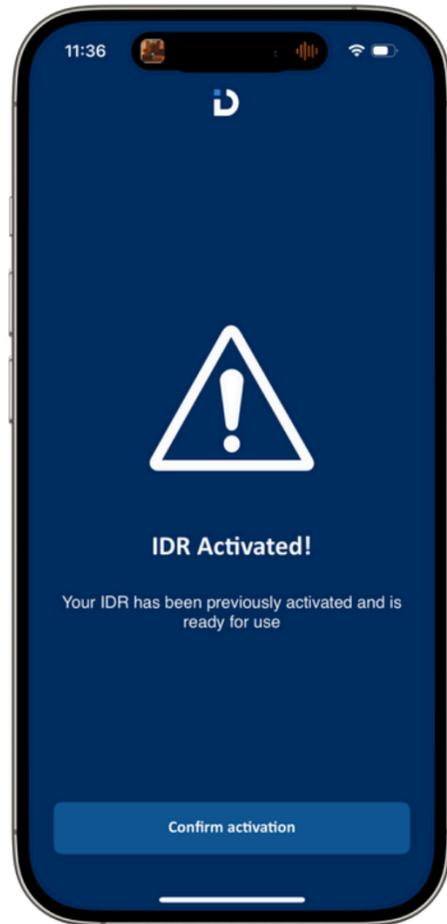


4. Once the IDR is successfully scanned, the load screen will show. Please wait whilst the IDR activation process completes, staying within 1 metre of the IDR.



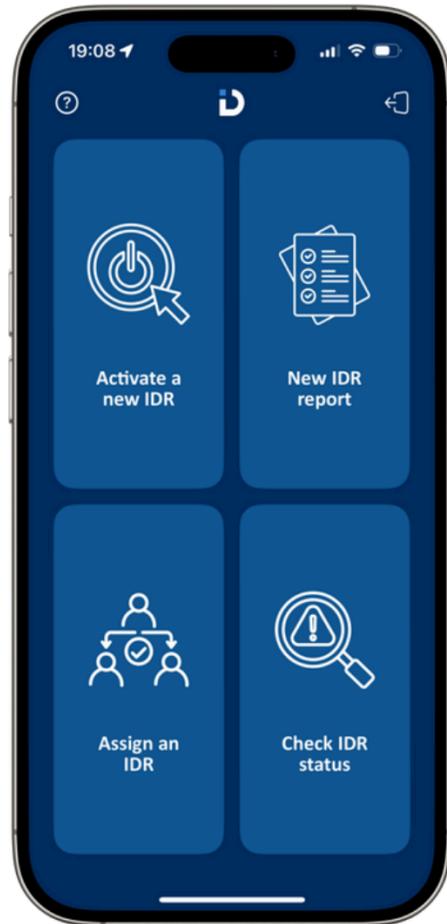
5. Once the IDR is successfully activated the above screen will show, with the option to proceed to assign the IDR, activate another IDR or to return to the home screen.

Activate a New IDR



6.
If the IDR is already activated, you will see the above notification screen. Select 'Confirm activation' to return to the home screen.

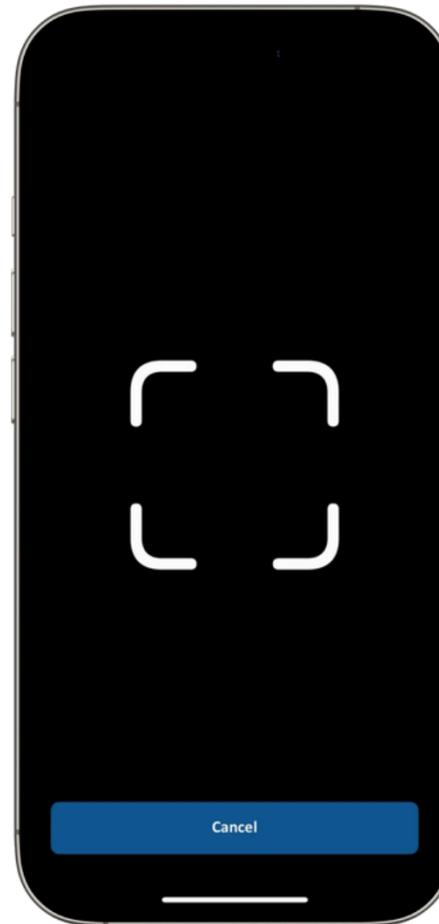
New IDR Report - Impact Recorded in IDR



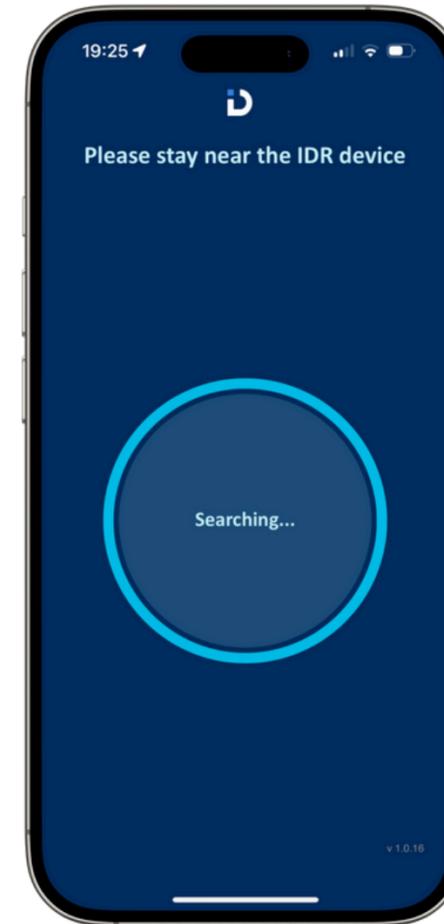
1. Select the 'New IDR report' option in the Officials App home screen. Ensure that you have a stable internet connection.



2. Select the 'Scan IDR QR Code' button.



3. Hold the phone so that the QR code on the IDR fits inside the white square guide in the app. Hold the phone steady as the QR is scanned.

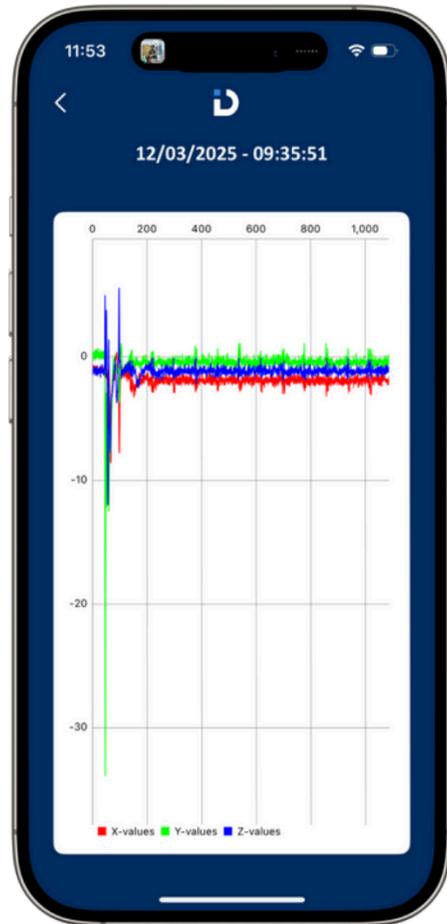


4. Once the IDR is successfully scanned, the load screen will show. Please wait whilst the report data download completes, staying within 1 metre of the IDR.



5. Once the IDR is successfully activated the above screen will show, with a summary list of impact data stored in the IDR. You can then select 'Next' to proceed to the report, or click on any report summary to view the impact graphs.

New IDR Report - Impact Recorded in IDR



6.

The graph view shows the impact data as a graph. Select the back icon to navigate back to the impact summary screen.

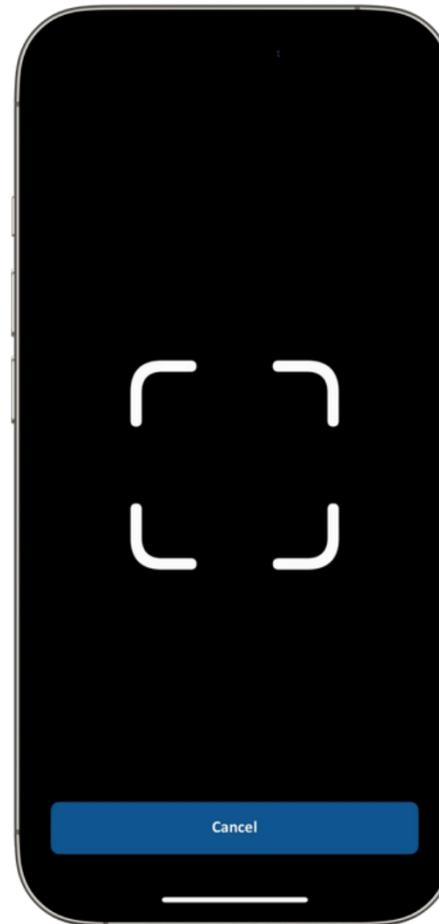
New IDR Report - No Impacts Recorded in IDR



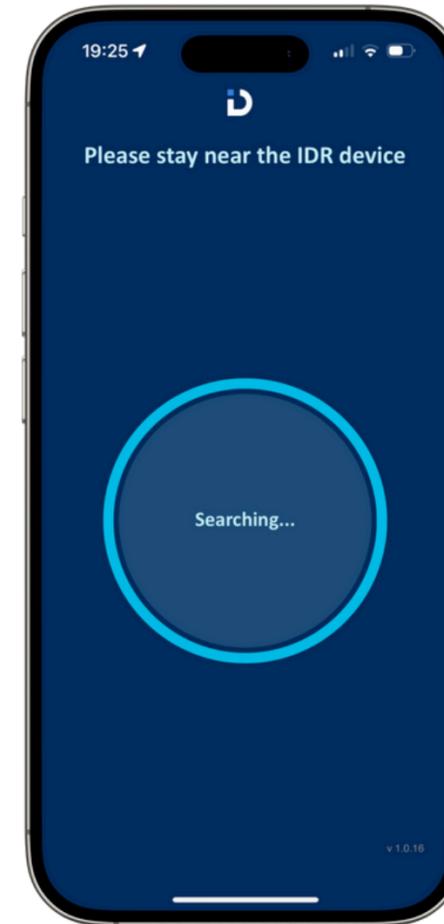
1. Select the 'New IDR report' option in the Officials App home screen. Ensure that you have a stable internet connection.



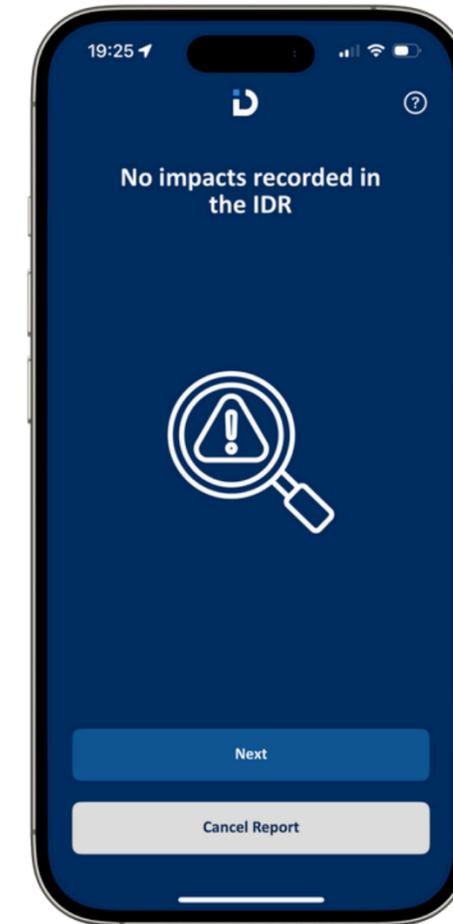
2. Select the 'Scan IDR QR Code' button.



3. Hold the phone so that the QR code on the IDR fits inside the white square guide in the app. Hold the phone steady as the QR is scanned.

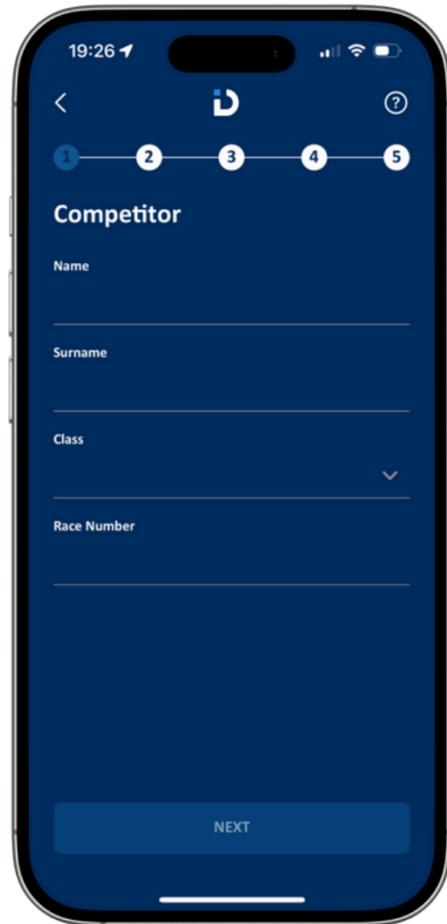


4. Once the IDR is successfully scanned, the load screen will show. Please wait whilst the report data download completes, staying within 1 metre of the IDR.



5. If there are no impacts recorded in the IDR, you will see the above notification. You have the option to cancel and not complete a report, or select 'Next' to add report information, location and images.

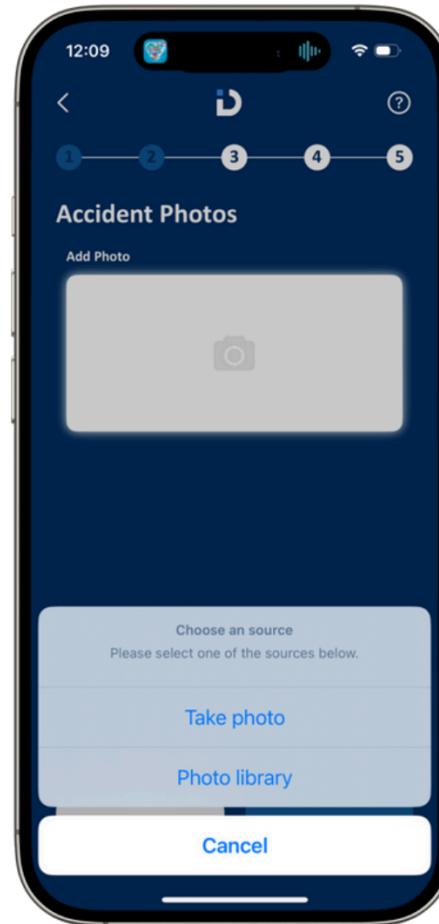
New IDR Report - Completing the Report



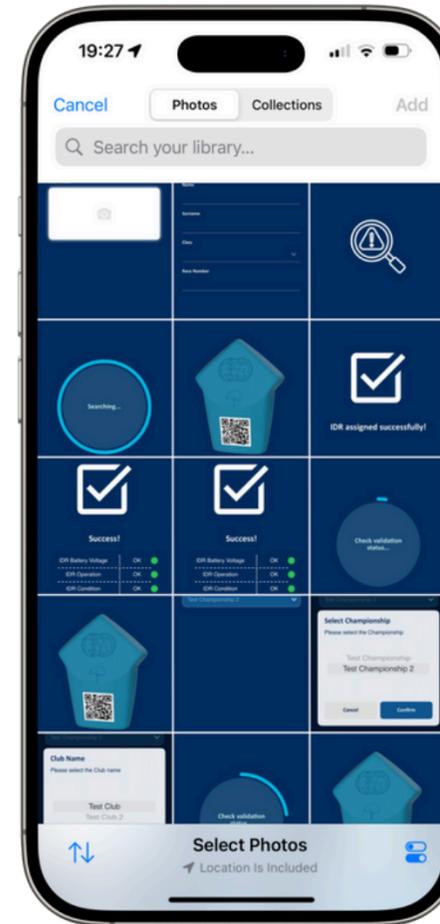
1. Enter the name and surname of the competitor in the vehicle you are submitting the report for. Select the vehicle class and enter the race number. Click next.



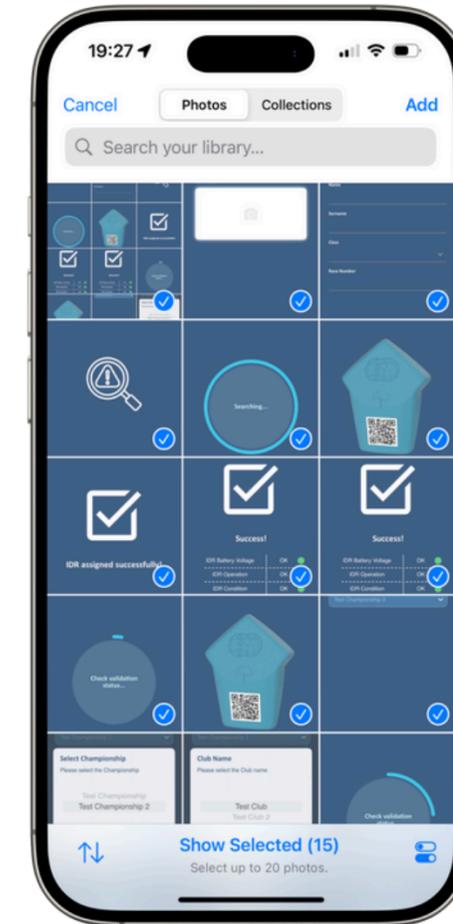
2. In the accident photos screen you have the option to add photos, or select 'Next' to not upload photos and skip to item 8.



3. You have the option to take photos or select from your photo library.



4. Selecting photo library will give you a view of all of your images on the the device to select from.



5. Use the multi-select feature to select all images (up to 20 images) to add to your report.

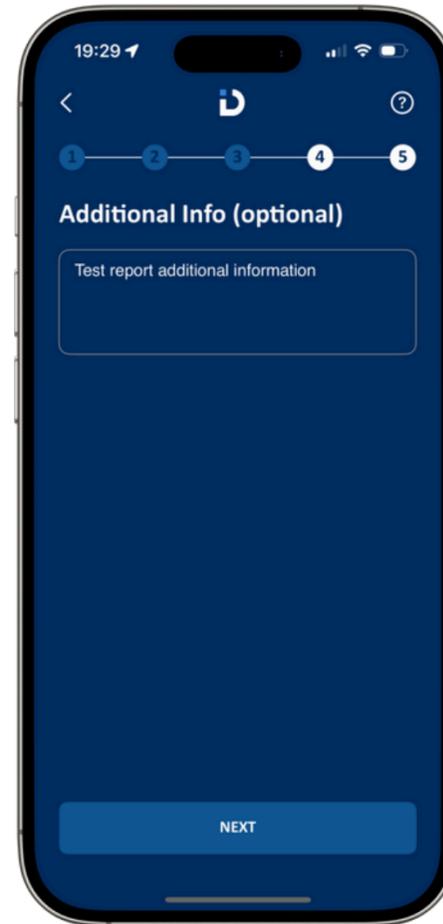
New IDR Report - Completing the Report



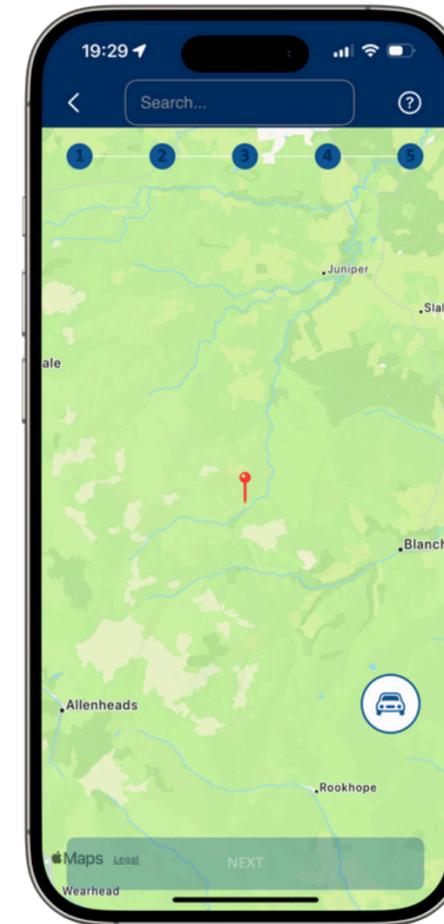
6. Selecting take photo, will open your camera and allow you to take pictures. Giving you the option to upload each image, or to retake the image.



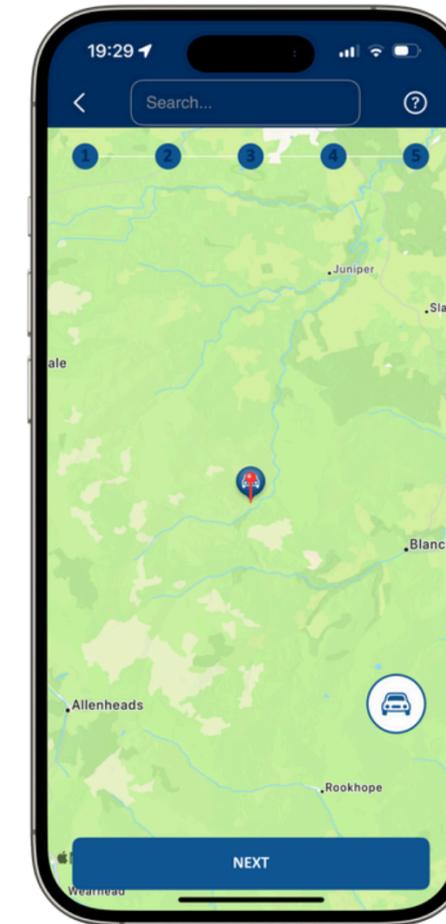
7. All uploaded images have an 'image notes' feature. Select images and add notes as you see fit, or leave this blank. Select 'Next' when you have uploaded all images and added your notes.



8. The Additional Info screen is an optional notes area, to allow you to add any notes relevant to your report. Select 'Next' when ready.

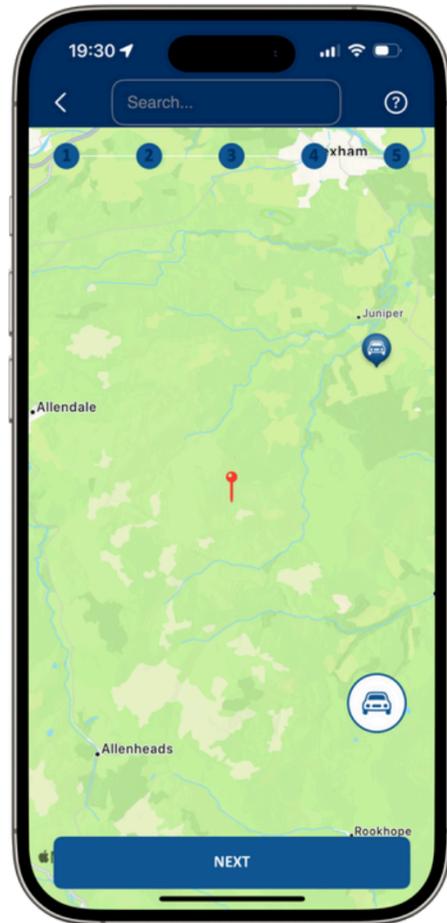


9. The location screen allows you to select the location for the incident you are reporting. The pin will default to your current position, if that is correct, click the car icon to confirm the location.

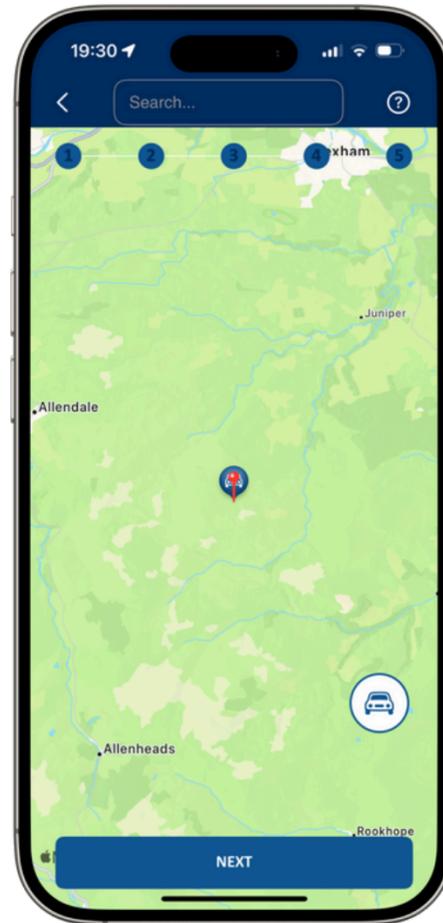


10. If you are happy with the on screen confirmed location, select 'Next'.

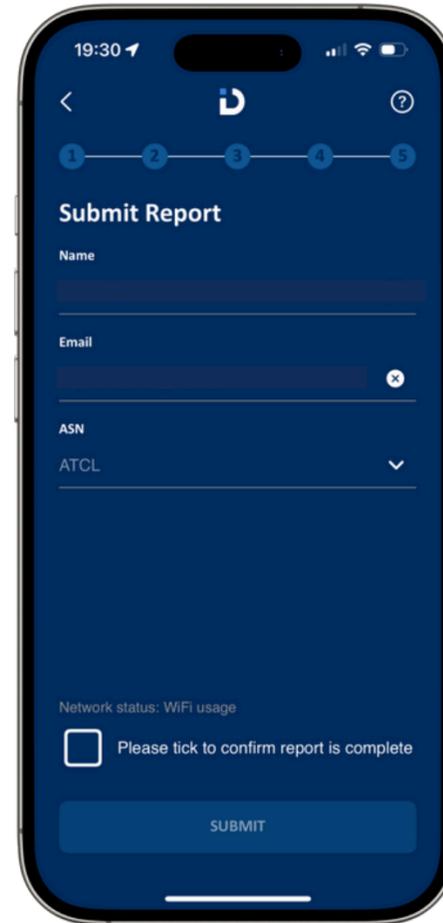
New IDR Report - Completing the Report



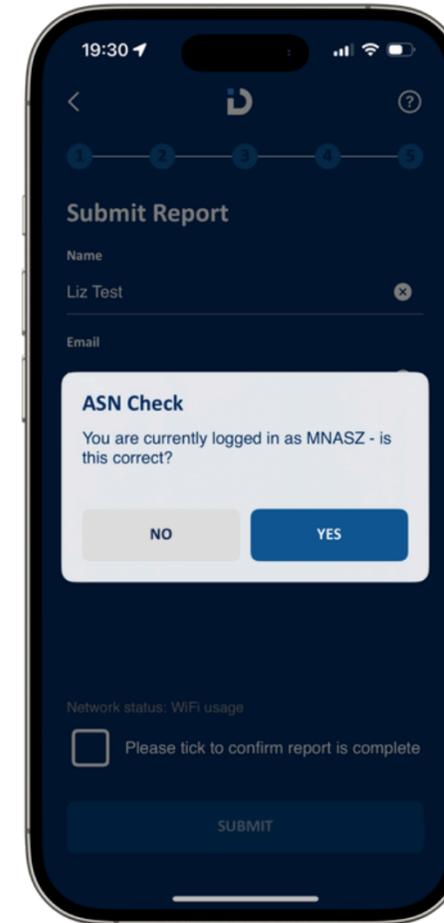
11. If the location pin is in the wrong place, drag it across the screen to the actual incident location, then select the car icon to confirm the location on screen.



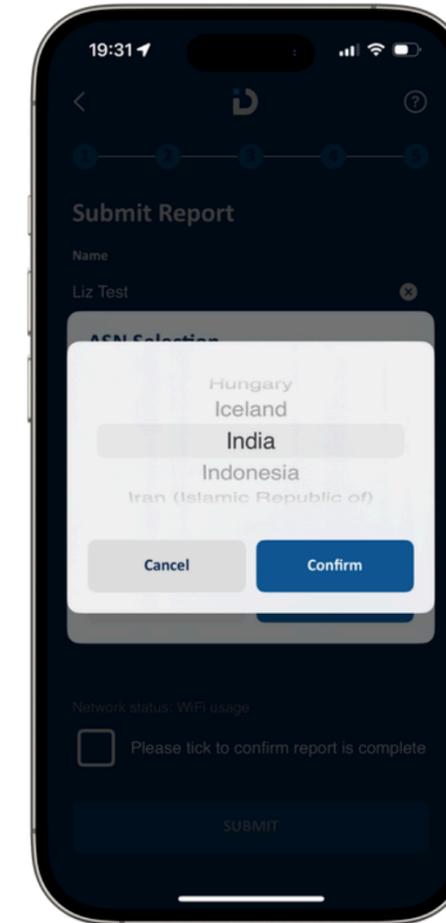
12. When you are happy with the location shown on screen, select 'Next'.



13. On the submit screen, you ASN and email will be auto-populated. Add your name to the report and check the box to confirm the report is complete.

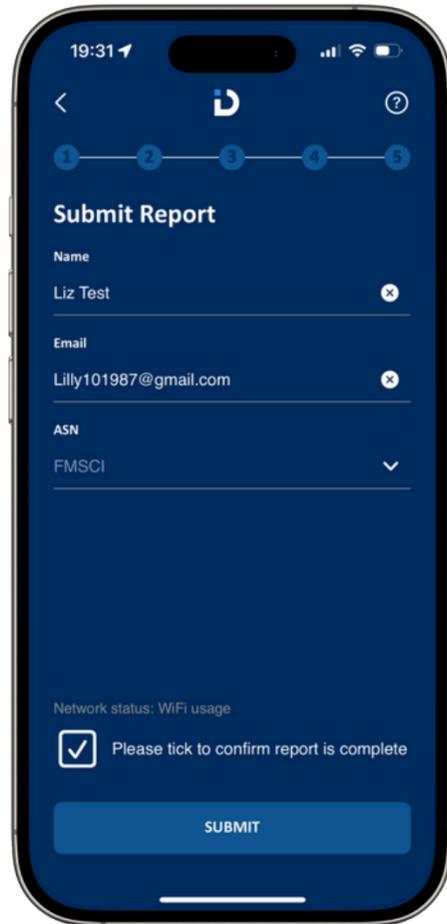


14. The App will check that the report you are submitting is for the ASN you are logged in as. Select 'YES' if that is correct.

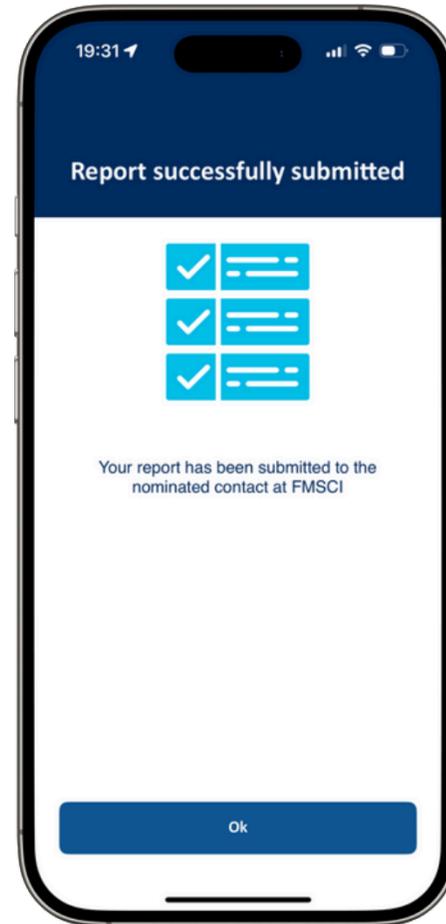


15. If the ASN you are submitting the report for does not match the ASN you are logged in as select 'NO' on the previous screen, then scroll through the ASN list to select the correct ASN country. Select confirm.

New IDR Report - Completing the Report

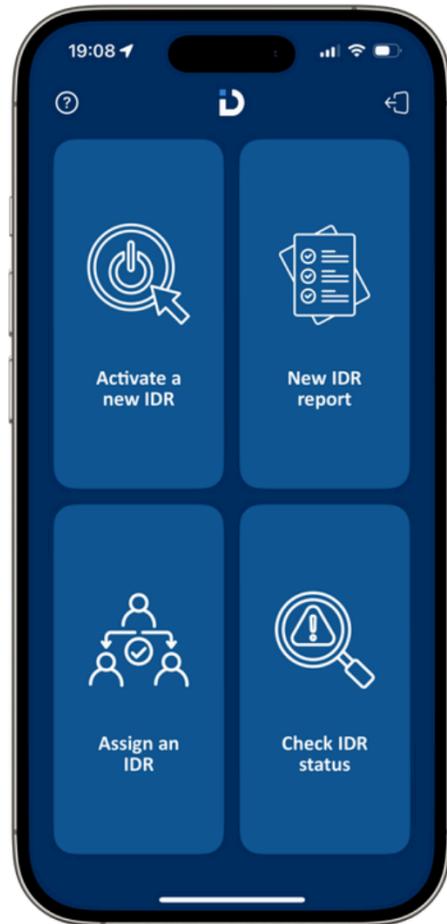


16. Select the 'Submit' button to submit the report to the ASN. Make sure you have a stable internet connection where possible.



17. Wait to see the above confirmation screen before moving on to your next action in the app.

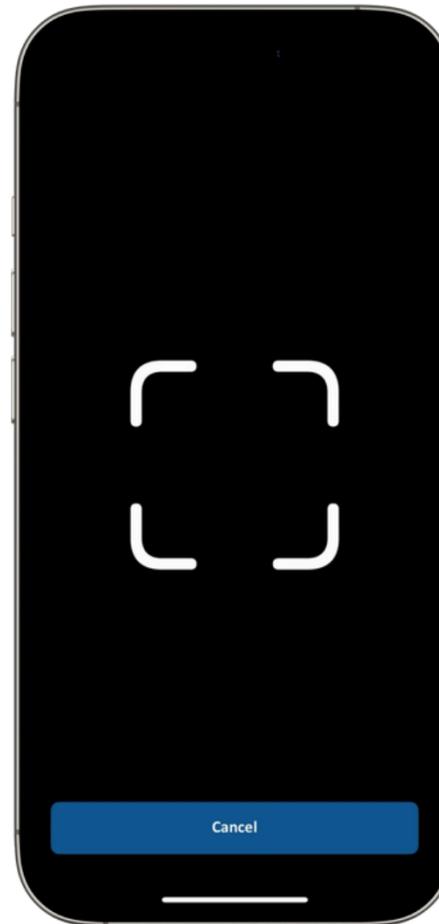
Assign an IDR



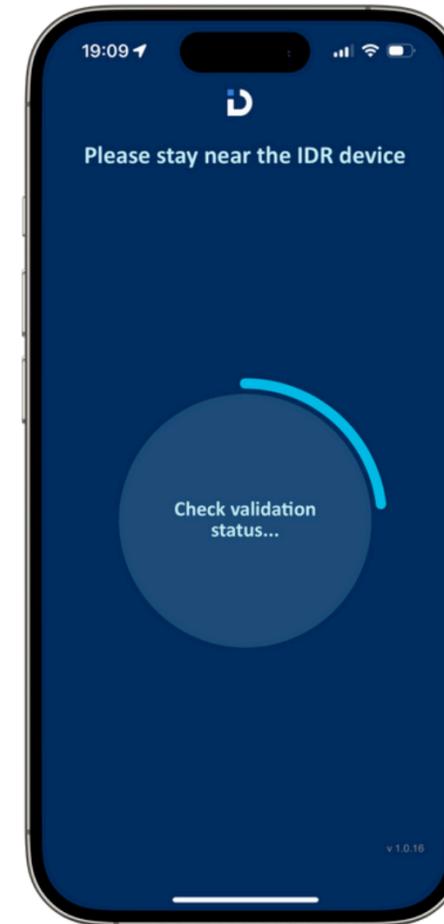
1. Select the 'Assign an IDR' option in the Officials App home screen. Ensure that you have a stable internet connection.



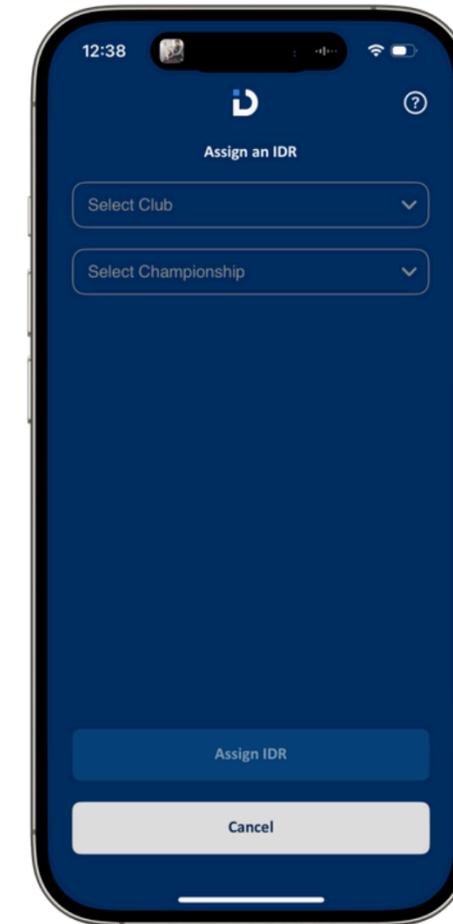
2. Select the 'Scan IDR QR Code' button.



3. Hold the phone so that the QR code on the IDR fits inside the white square guide in the app. Hold the phone steady as the QR is scanned.

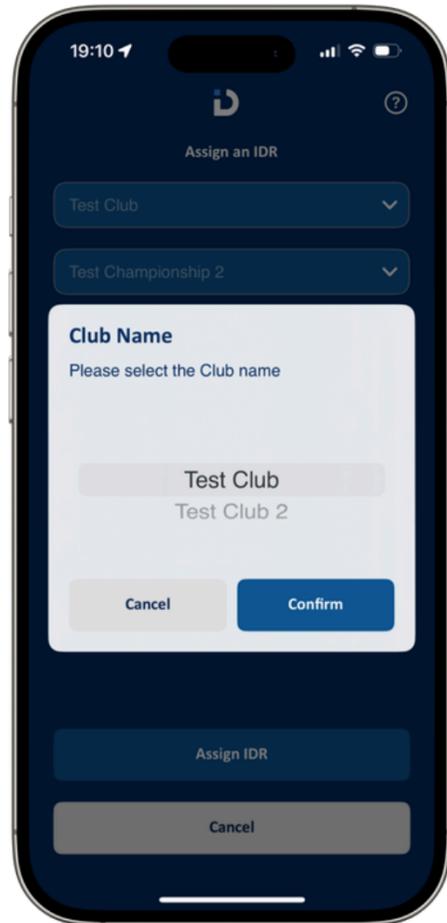


4. Once the IDR is successfully scanned, the load screen will show. Please wait whilst the IDR connects with the app, staying within 1 metre of the IDR.

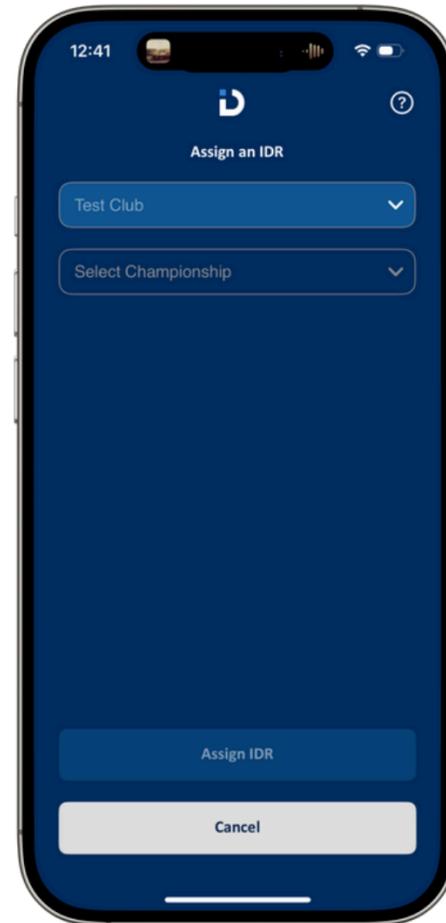


5. First click on the 'Select Club' dropdown.

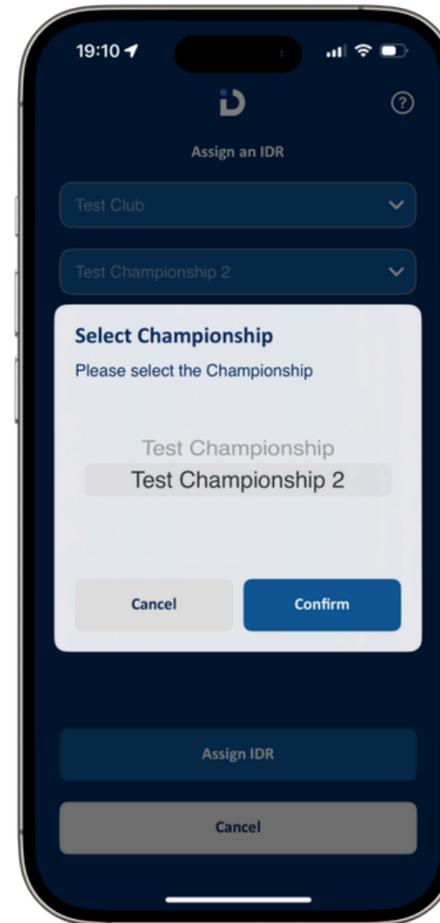
Assign an IDR



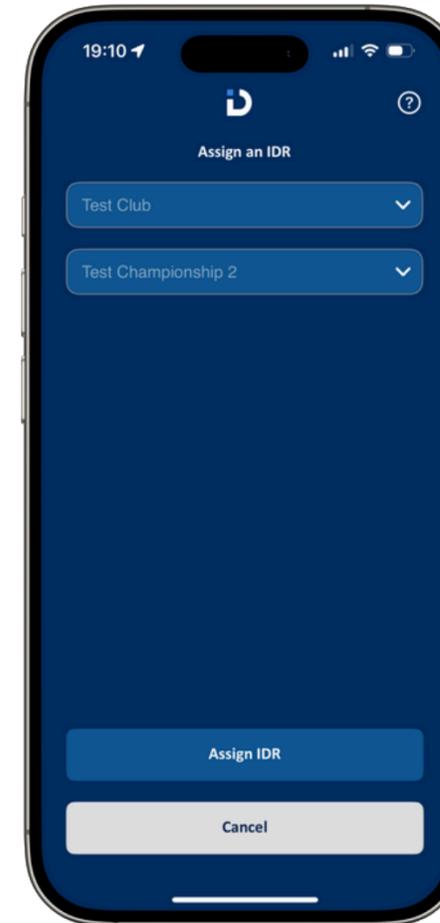
6. Select from the list of available clubs for your ASN and click 'Confirm' when done. If the club you are looking for doesn't show, contact your ASN.



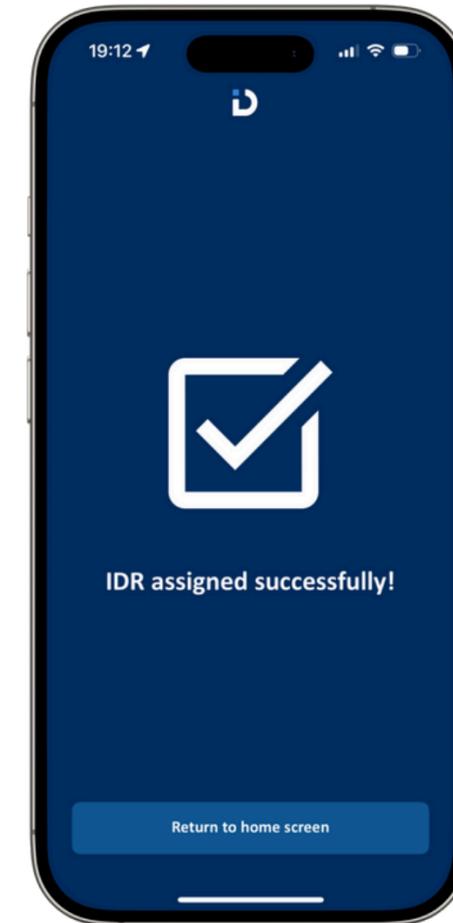
7. Now click on the 'Select Championship' dropdown.



8. Select from the list of available championships for your selected club and click 'Confirm' when done. If the championship you are looking for doesn't show, contact your ASN.

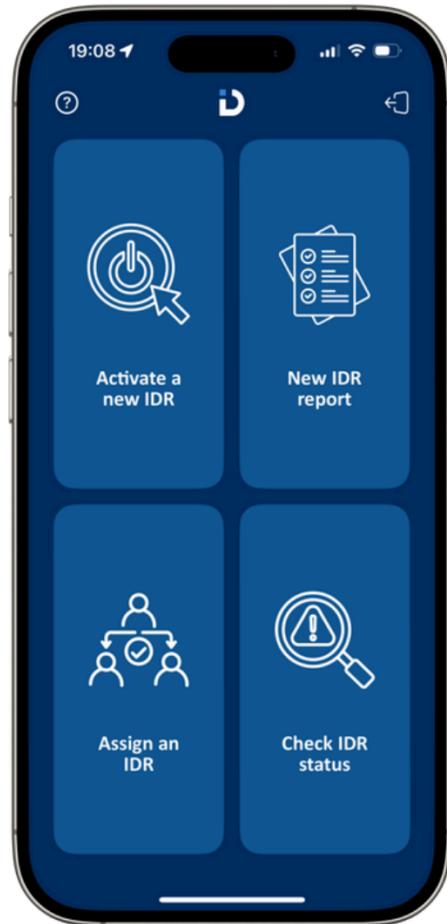


9. Select 'Assign IDR' to complete the assignment, staying within 1 metre of the IDR whilst the action loads. Select 'Cancel' to quit the process and return to the home screen.



10. You will see the above screen when the IDR is successfully assigned.

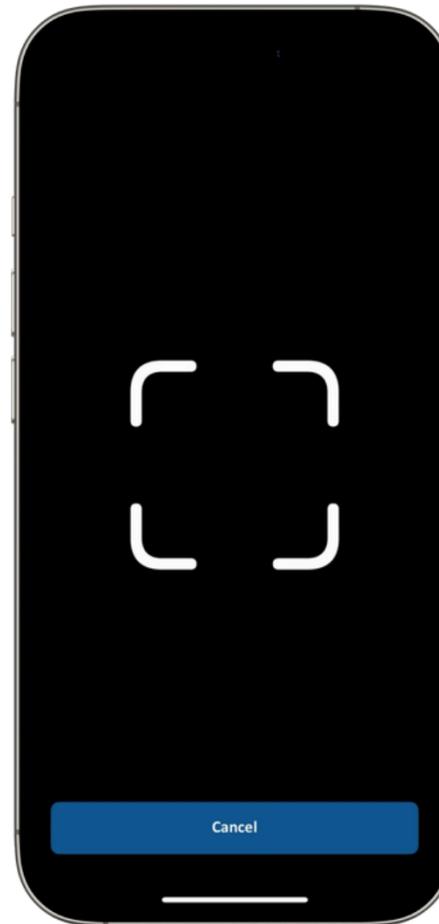
Check IDR Status



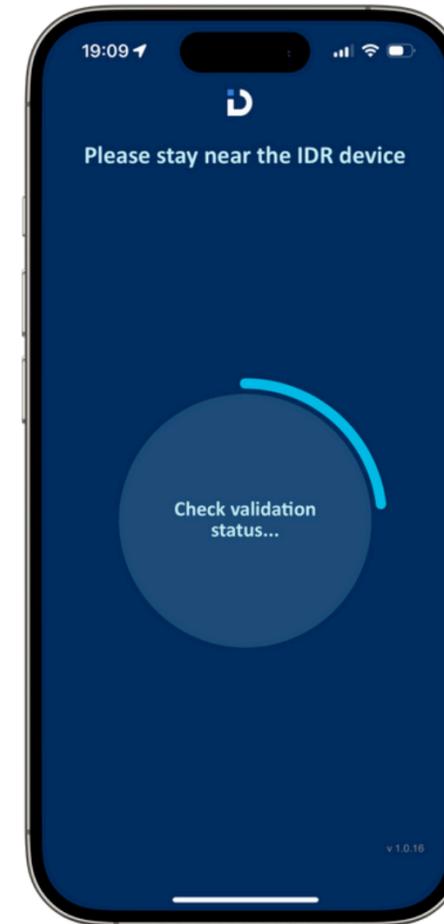
1. To check the IDR status, select the 'Check IDR status' on the home screen.



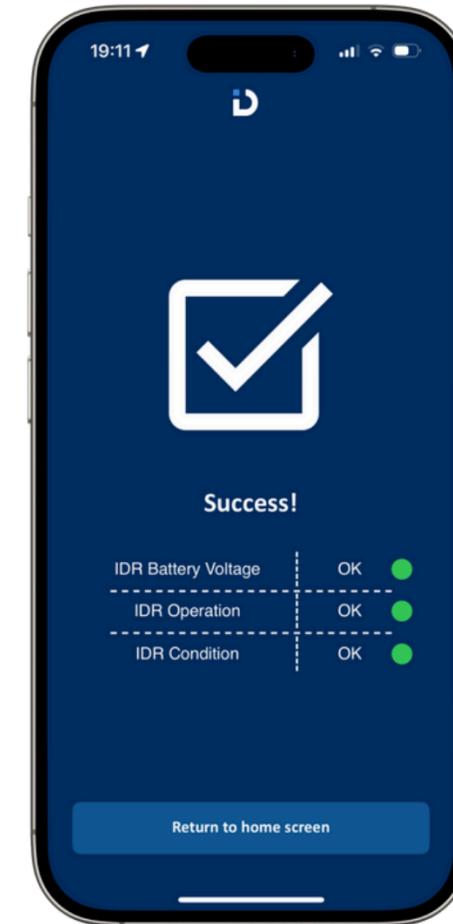
2. Select the 'Scan IDR QR code' button when you are ready.



3. Hold the phone so that the QR code on the IDR fits inside the white square guide in the app. Hold the phone steady as the QR is scanned.

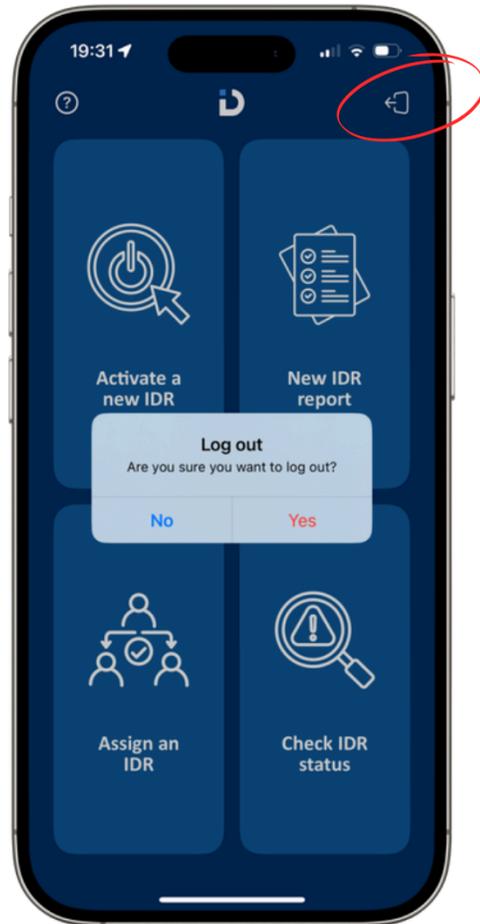


4. Once the IDR is successfully scanned, the load screen will show. Please wait whilst the IDR status check completes, staying within 1 metre of the IDR.

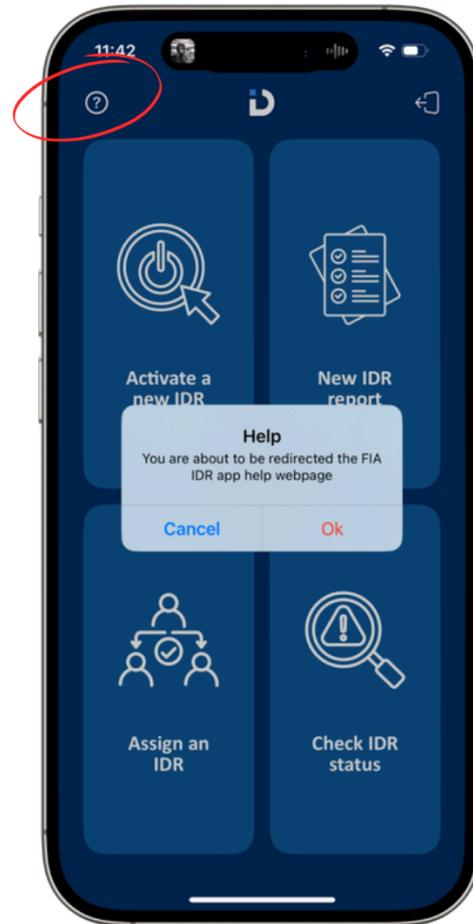


5. The IDR status for battery voltage, operation and condition will show. *If any status item shows as orange or red, contact your ASN to notify them.

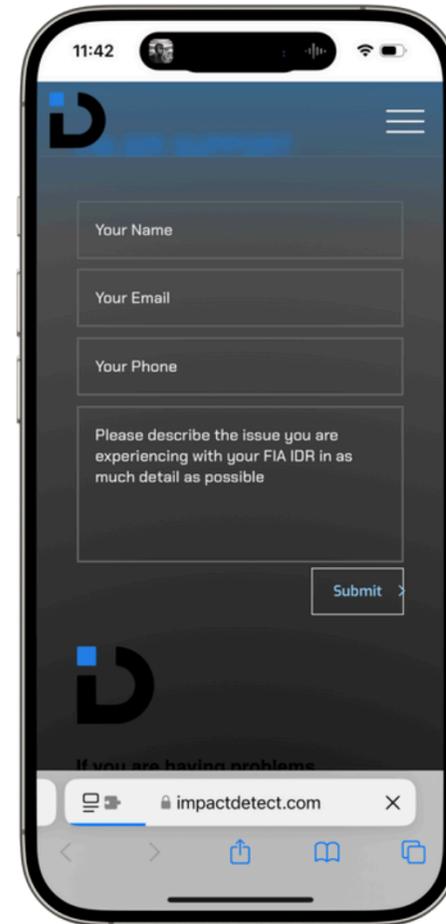
Other



1. Selecting the exit icon (circled above) will show the above message to confirm that you wish to log out of the app on your device.

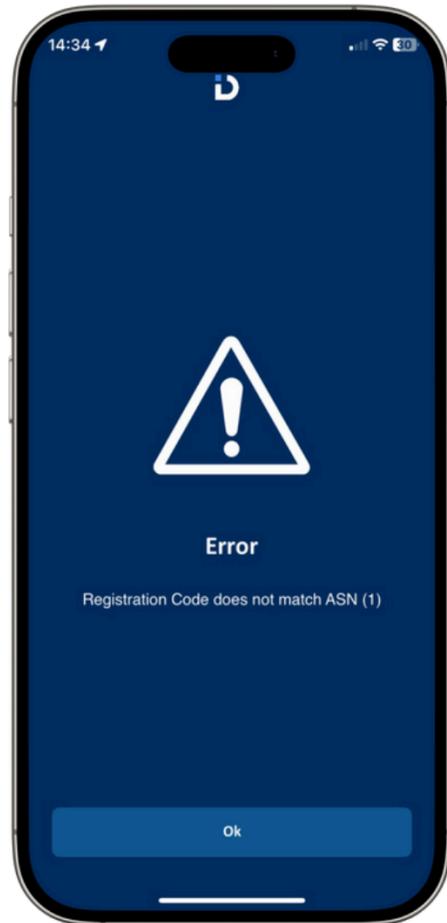


2. Selecting the '?' icon (circled above) will redirect you to a help webpage, you will see the above message before you are redirected.

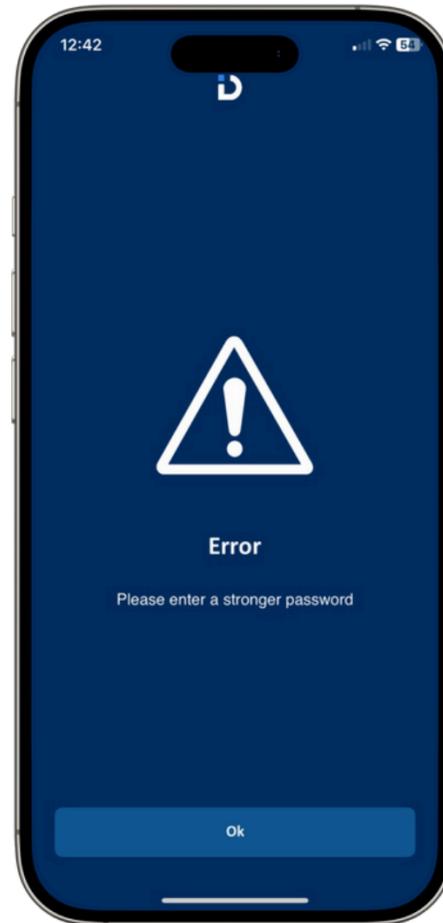


3. On selecting 'OK' on the help screen, you will be directed to the help form and user guides on the help webpage.

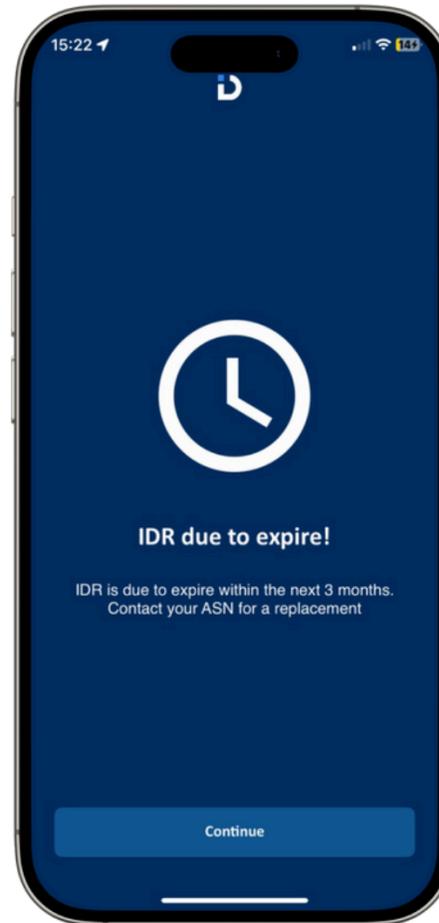
Error Screens



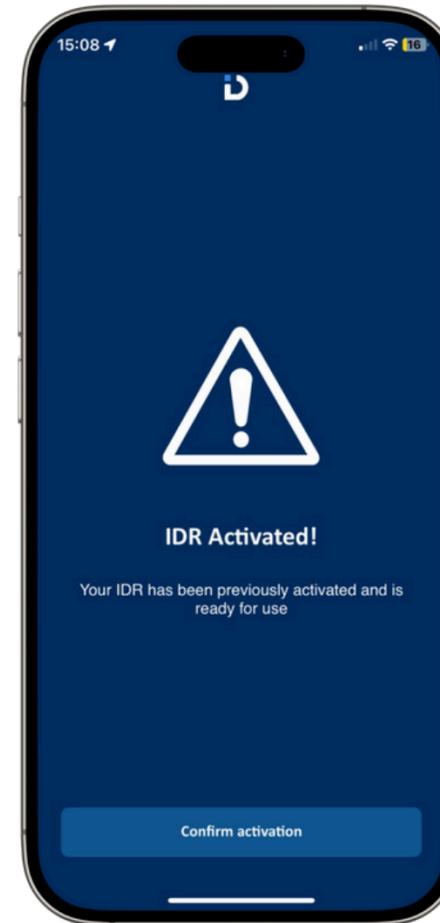
Registration Screen – If user does not have the ASN registration code, or if their code is not successful; they must contact their ASN delegate for the correct code.



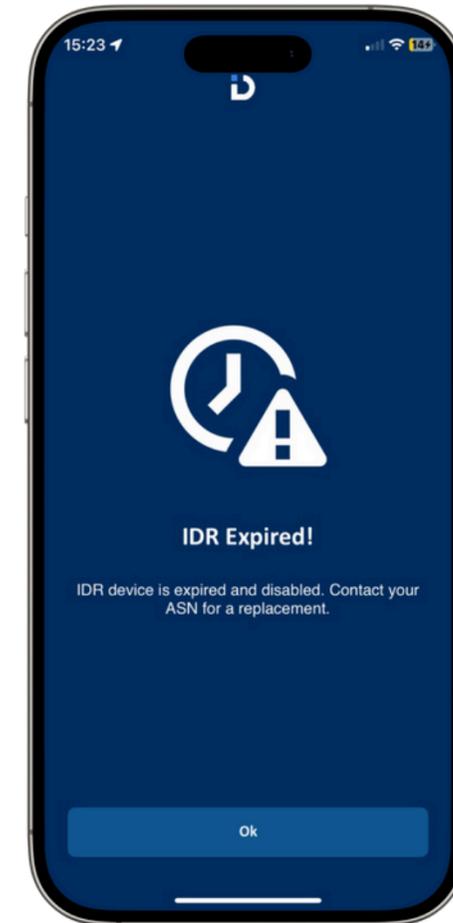
User must input valid email format for the registration to be successful. If the password selected is too weak, this screen will show. The password must contain a minimum of 8 characters with a number and symbol.



If the IDR scanned is within 3 months of expiry (i.e. been alive for ≥ 21 months), then the user will see this screen.

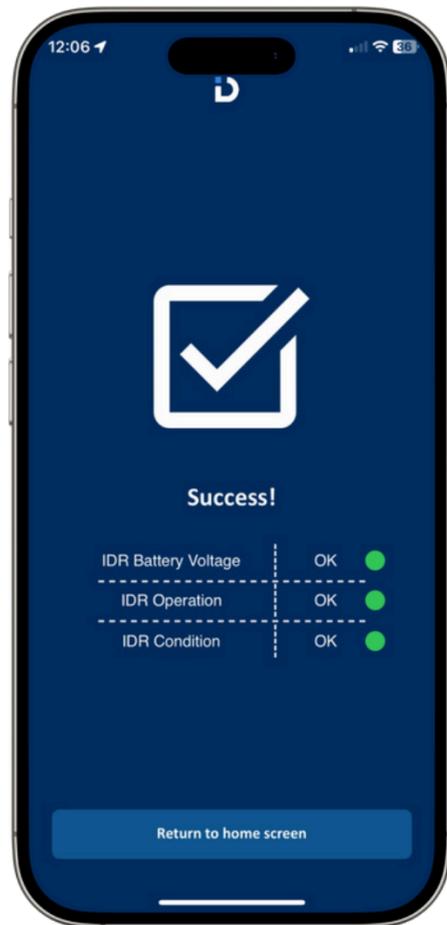


If an IDR has been previously activated users will see this screen, which means that the IDR device has previously been activated.

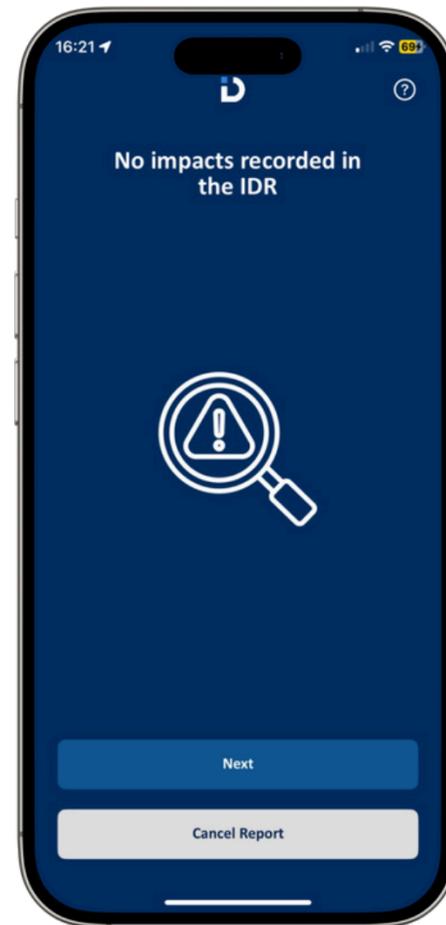


If the IDR scanned has been in field for ≥ 24 months, then user will see this screen. They must contact their ASN and arrange a replacement IDR.

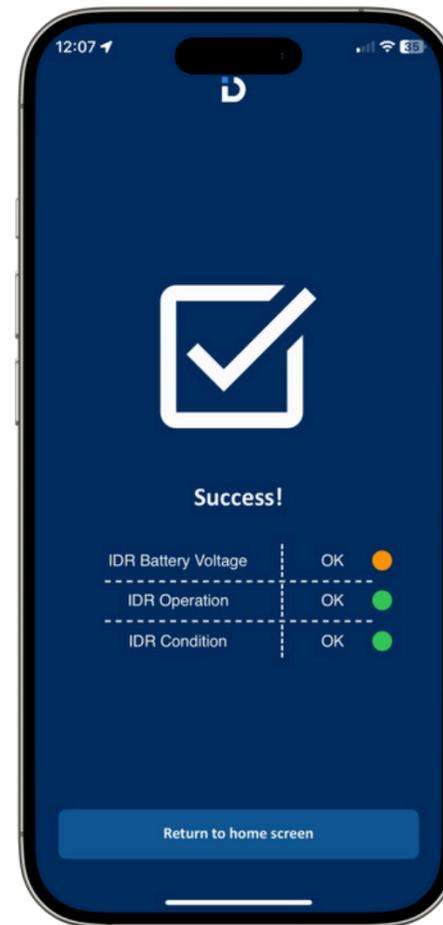
Error Screens



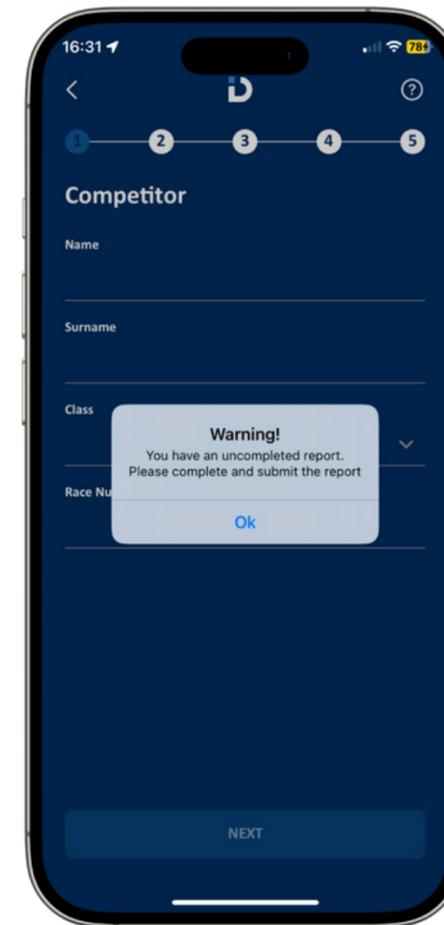
When checking the status of an IDR device, if there are 3 green checks in the status log, then the IDR is within < 21 months of service life and functionality/ operation is okay.



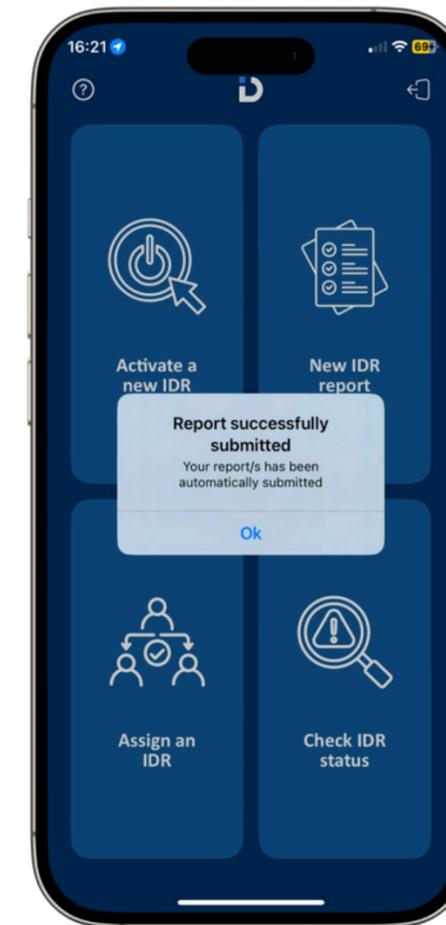
When submitting an impact report, users may see this screen in the instance the IDR device did not record any impacts over the set threshold. A report can still be completed by selecting 'next'.



If the IDR Battery Voltage check is orange in the status log, it means the IDR device is within 3 months of expiry (i.e. been alive for \geq 21 months), and the user must contact their ASN for a replacement device prior to expiry.

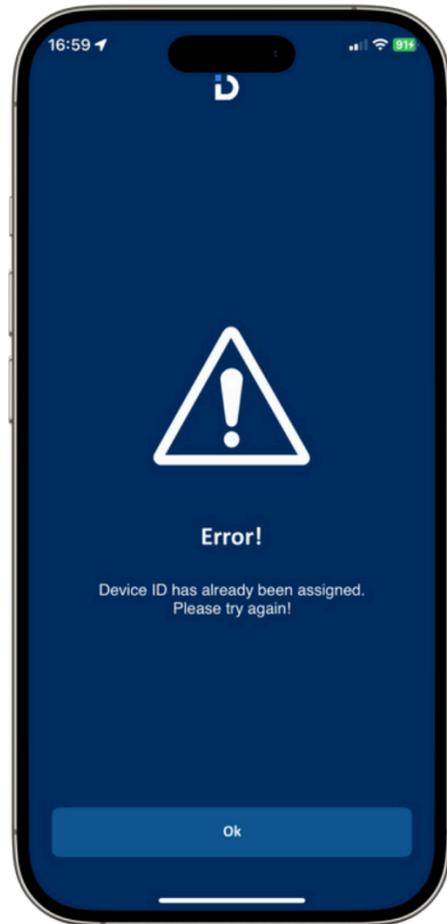


If user moves out of the IDR Application mid way through report submission, but does not close the app, they will see this screen when opening the app back up. They can then complete the impact report and submit as usual.

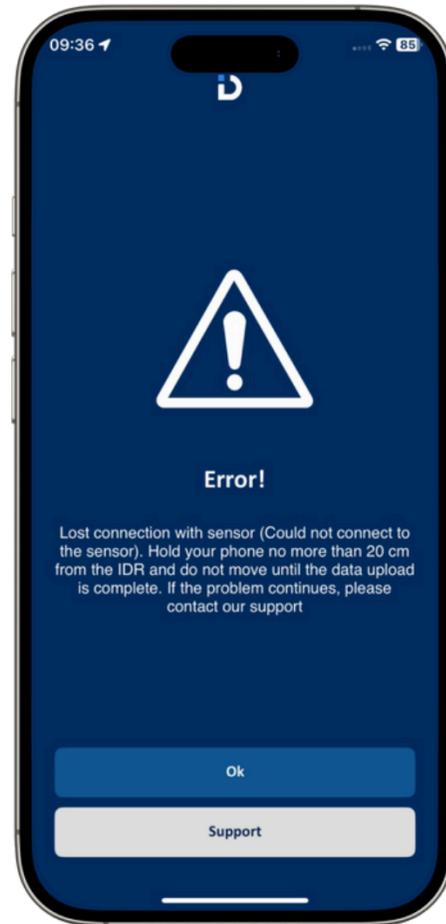


If user leaves the IDR Application then any partially completed report will be automatically submitted the next time they reopen the app (and have an active connection). They will see this screen.

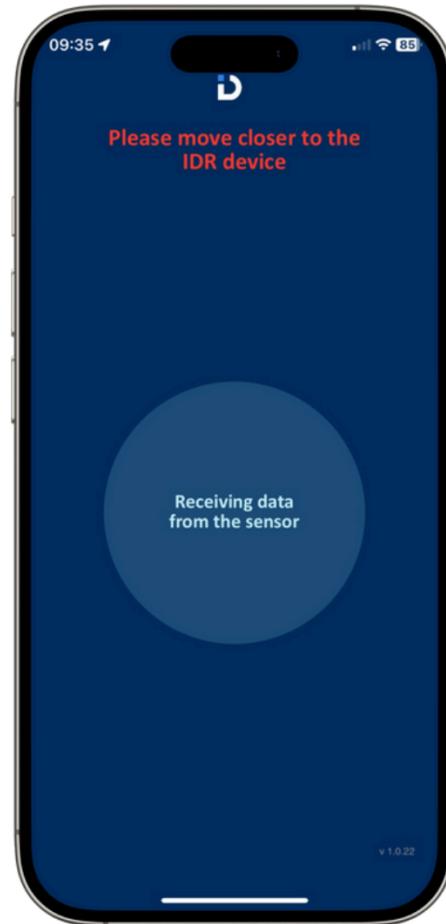
Error Screens



An IDR device can only be assigned once, and so if user tries to assign an individual device to multiple clubs then they will see this screen. If there is a case-by-case issue, then user must contact their ASN for resolution.



If the user stays outside the range of the IDR device for an extended period of time, whilst downloading data, then the App will disconnect and issue the user with this error message.



When a user is downloading data from the IDR device after scanning device QR code, the data transfer is most efficient when the phone is within 20cm of the IDR device. If user moves away from the IDR device, they will see this warning.