

EnRoutePro™

Content Distribution Technology for Emergency Responders



Quick Start Guide

Revision 0.9 – April 2011

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INTRODUCTION – WHAT IS ENROUTEPRO?

Welcome to EnRoutePro!

It is our goal to make EnRoutePro the simplest to use, yet most powerful tool available for delivering content to your first responders. By organizing your content on the EnRoutePro server to your specific needs and adjusting the structure as conditions change, you can make almost any type of information available with a few touches of the screen on a laptop or iPad in the field. Virtually no training is required to set up the EnRoutePro server content, and no training is required for use of the EnRoutePro client!

How does EnRoutePro work?

EnRoutePro is a service that has two major components: The EnRoutePro server, and EnRoutePro clients.

The EnRoutePro server is a highly redundant, secure server that is maintained by Perpetua Technologies LLC that is made available to our customers via their web browser. Once you are signed up as an EnRoutePro customer, you'll be given a "username" and "password" to access your secure section of the server so that you can post your content there.



EnRoutePro clients are small applications that are installed on Windows laptops and on iPads that are in the field (sometimes mounted in response rigs). These clients "synchronize" themselves to the EnRoutePro server so that they contain a copy of all of the content that will be available to the user. These clients do not require Internet access other than when they are synchronizing to the EnRoutePro server.



PART 1 – SETTING UP YOUR MATERIAL ON THE SERVER

To access your EnRoutePro server account, open your browser (Firefox or Internet Explorer8 or newer, for example) and enter this in your navigation bar: <http://mdt.enroutepro.com>

In your “Welcome to EnRoutePro!” e-mail, you’ll see a place to enter your **User Name** (normally your e-mail address) and **Password**. Enter these and click the **Login** button

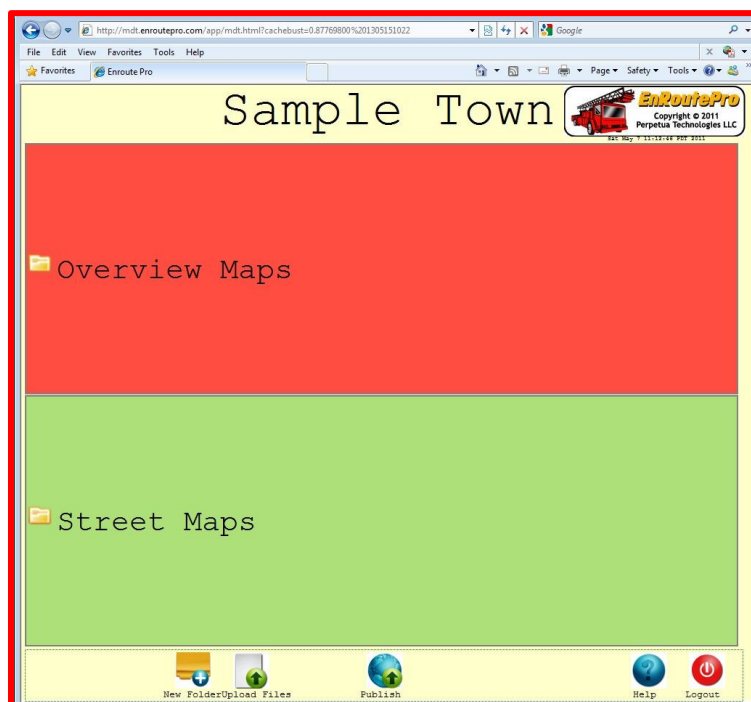
You can post many file types on the EnRoutePro server, including:

- Image files such as JPG, BMP, PNG
- Text files
- HTML content
- PDF files
- Links to external websites

A login form for EnRoutePro. At the top is a logo with a red fire truck and the text "EnRoutePro Copyright © 2011 Perpetua Technologies LLC". Below the logo are two input fields: "User Name" with the text "fred@bigfiredept.org" and "Password" with masked characters "*****". A "Login" button is at the bottom right.

You can organize your files into “folders” in any way you like. EnRoutePro makes it easy to navigate through these folders, adding, deleting or renaming them easily.

When you first sign in to your EnRoutePro server account, you’ll see something like this:



Website Icons

The buttons at the bottom of the window perform the following functions:



Add a New Folder



Upload Your Files



Publish Your Changes



Revert (If you want to discard your changes with this single step, it must be done before publishing)



Go to the EnRoutePro Support Page



Logout

Note: If you have been allowed mutual aid access by another department using EnRoutePro, you will also see the Mutual Aid icon:



This makes it possible to access content from other EnRoutePro customers (with permission). If you perform Mutual Aid with a neighboring department, or if your county or state wishes to make content available to you, a simple click on this icon will display their materials.

This is one of the most convenient and valuable features of using EnRoutePro! It is simple to set up Mutual Aid!

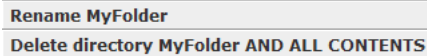
It also makes it possible to access your neighbors' content on your synched touch screen devices with just a few taps on the screen.

PART 2 – CREATING FOLDERS AND UPLOADING FILES TO THE SERVER

The files in your EnRoutePro account are organized into folders for easy access. You can set up these folders in a “hierarchy” so that it is simple for your responders to locate the right information as quickly as possible.

In the future, you can always re-organize these folders if you find that changes would improve how specific information is accessed.

Renaming Files and Folders: To view a menu of options for folders within your content, right-click on the colored area of the folder (not on the icon):



To add files to one of your folders, first open that folder with a click on its name. Then click the Upload Files icon, which opens a window from which you can browse your computer and select the files you want to upload.

When the files you have chosen are displayed in the text fields, click the Upload button and they will be added to your folder.

Simply click on one of the files once it is displayed in your folder and it will open. You can click anywhere in the colored button – other than on the icon to the left of the name.

If you have opened a graphic file (like a map or photo), click anywhere on it to close and return to your folder view.

Files can be deleted or renamed with the same easy right-click as is used with folders.

Folders can be created within other folders.



Files or folders can be “moved” by pointing the mouse to their icon and dragging them to the icon of the desired folder. To move them “up” in your folder tree (or hierarchy), drag them by their icon to the icon in the blue area at the top left of your screen (where the “City Streets” text is, as shown in the picture to the left).

Important! When you have made all of the changes you want to make at this time, click the Publish icon to make these changes available to the client computers/devices to which you will sync these files and folders.

PART 3 – THE ENROUTEPRO WINDOWS CLIENT


You can download the installation file for the EnRoutePro Windows Client on our website. This is a free download. You may install it on as many computers/mobile devices as you want to use. You can install it on desktop computers (in your office, for example) so that you can see how the client will work once it's installed on laptops in the field. To download the installer, open Internet Explorer or Firefox and browse to:

<http://www.enroutepro.com/support.aspx>

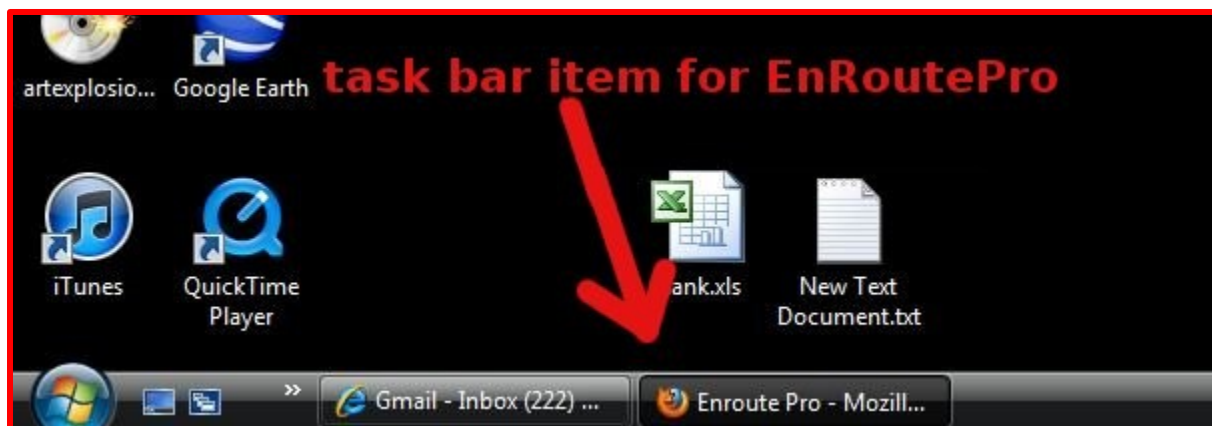
Click the link to Download the Windows Installer file. Open this **.exe** file on the computer you want to install this application on and the Installer will inspect your computer for the required support files and take you through the installation step-by-step. The installation will place a shortcut to the application on your desktop.



When you first open this client-side application, you will see a splash screen describing the EnRoutePro system. You can close this with the "X" in the upper right corner.

 When you first open this client-side application, it will be populated with sample files and folders which demonstrate how EnRoutePro works. Once you have set up your material on the EnRoutePro server, as described above, you can use the Sync icon to download all of your maps and other content to the EnRoutePro client application. When you click the Sync button, a window will pop up where you will enter the same User Name and Password that you used on the EnRoutePro web server.

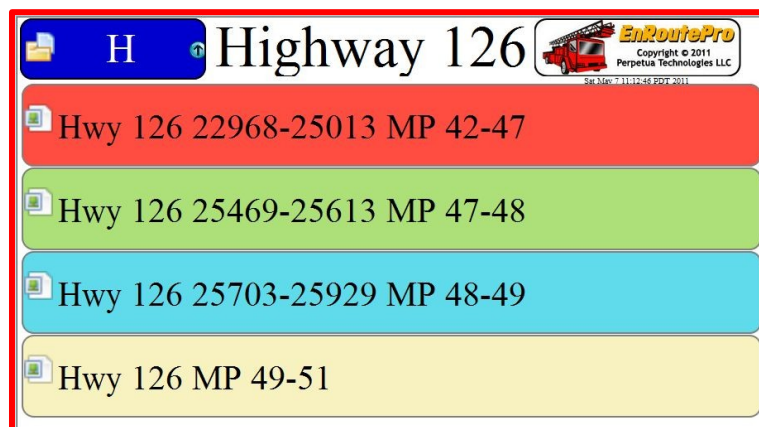
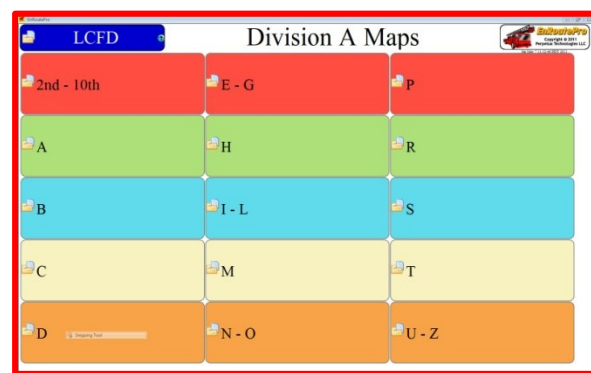
EnRoutePro opens in full screen. If you prefer to view it in a window so that you can see your Task Bar and open other applications, click or tap the Full Screen icon. Click it again when you wish to return to full screen mode. To switch between EnRoutePro and your browser, use the windowed (not full screen) view of EnRoutePro and click on the task bar item to select what you want in the foreground at the moment.



EnRoutePro is designed to be used on a touch screen device such as a Panasonic ToughBook. If you have installed it on your touch screen device, you can view your maps and other materials with just a few taps on the screen. It also can be used on your Windows desktop computer or laptop with a mouse or touch pad.



The EnRoutePro Windows client will display your materials in the same way that you organized it on the server. If you find that it is not the most convenient organization, and you want to change it, you can do so by signing in on the web server, as described above, publishing your changes and syncing again from your computer.



PART 4 – THE ENROUTEPRO IPAD CLIENT


Important Note: The EnRoutePro iPad application is currently in a waiting period for Apple's approval to place it in the App Store. We expect it will be available in late May or early June, 2011.

The iPad client is free to install. You can search the App Store for it or use the link on our Support page:

<http://www.enroutepro.com/support.aspx>

When you first open this client-side application, you will see a splash screen describing the EnRoutePro system. You can close this by touching the "X" in the upper right corner.

As in the Windows client, use the Sync icon on your iPad EnRoutePro application to download all of your maps and other content to the iPad app.

One thing about using the iPad client that is different from using the Windows client is the technique used to switch between your browser, or other application, and EnRoutePro. When using the iPad, double-click the home button (the  button) to display and then select the icons of your open applications.



If you are using the newer iPad2, you can use a four-finger swipe across the screen to switch back and forth between your open applications instead.

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