

# SIERA.AI

## S2 USER MANUAL

Getting started with S2

For Support reach us at

P: +1 (512) 817 0702 | E: [support@siera.ai](mailto:support@siera.ai) | Hours: M-F 9am - 6pm US CST

# Index

## 1. Inside the S2 Box

1.1 List of Components

## 2. Quick Setup | Assigning S2 to a vehicle

2.1 S2 Setup

2.2 Perform Inspection

## 3. Administrator Tools

3.1 Accessing the Admin Menu

3.2 Change the assigned worksite

3.3 Change the assigned asset

3.4 Language Selection

3.5 Primary Input Selection

3.6 Software Updates

## 4. Operator Tools

4.1 Start/End Shift

4.2 Terminate an Inspection

4.3 Language Selection

4.4 User Profile

# Index

## 5. Mounting S2 on the asset




- 5.1 General requirements
- 5.2 Types of S2 mounts & requirements
  - 5.2.1 Post Clamp mount
  - 5.2.2 Rod Clamp mount
  - 5.2.3 Accessory Bar
  - 5.2.4 Magnetic mount
  - 5.2.5 Safety cable




## 6. Setting Up a SIERA.AI Account

- 6.1 Creating a SIERA.AI account
- 6.2 Self-Onboarding
  - 6.2.1 Setting up company information
  - 6.2.2 Adding your worksites
  - 6.2.3 Adding your users
  - 6.2.4 Adding your asset types
  - 6.2.5 Adding your inspection checklists
  - 6.2.6 Adding your assets
  - 6.2.7 Mapping checklists to assets

# 1. Inside the S2 Box

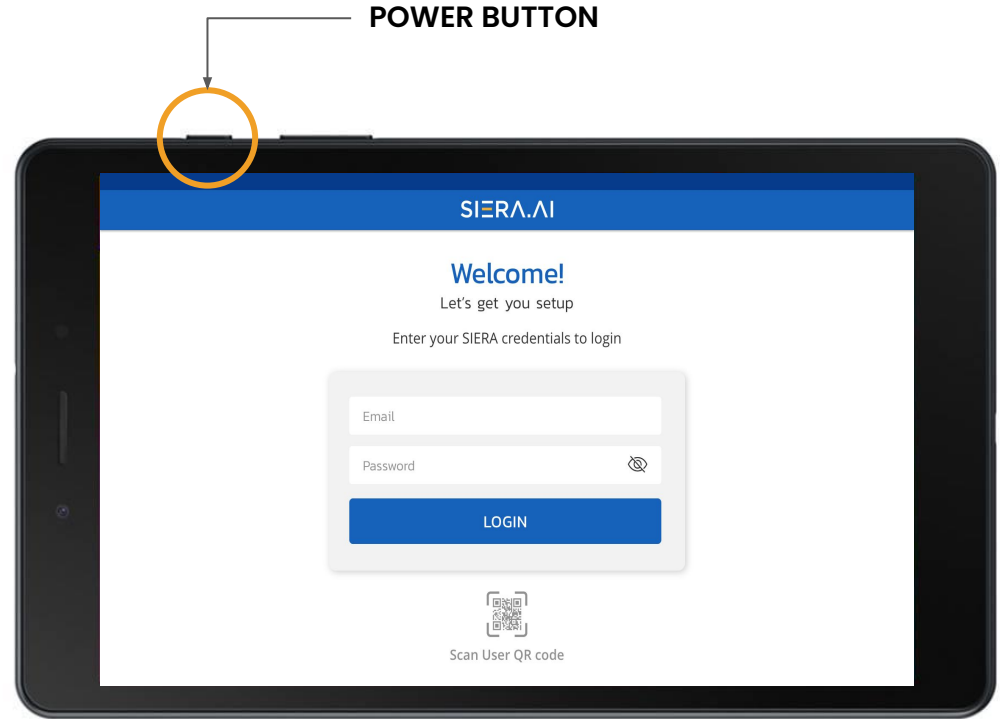
## 1.1 You will find the following components inside the S2 box

	<p><b>Touchscreen with Locking Mount</b></p> <p>The Locking Mount securely holds the Touchscreen and gives the ability to mount to Adjustment Arm</p>	x1
	<p><b>Adjustment Arm</b></p> <p>The Adjustment Arm connects the Touchscreen Locking Mount to the selected Mount Ball. It gives full adjustment freedom.</p>	x1
	<p><b>Accessory Bar Mount Ball</b></p> <p>Mount Ball that mounts securely to vehicle Accessory Bar (if available).</p>	x1

 A black plastic mounting bracket with a spherical ball on one end and a clamp mechanism on the other, designed to fit around a flat post.	<p><b>Post Clamp Mount Ball</b></p> <p>Mounts securely to flat posts up to 3" wide.</p>	<p>X1 (standard clamp option)</p>
 A black plastic mounting bracket with a spherical ball on one end and a clamp mechanism on the other, designed to fit around a round rod.	<p><b>Rod Clamp Mount Ball</b></p> <p>Mounts securely onto round rods using either a hose clamp or U-bolt.</p>	<p>X1 (optional depending on vehicle type)</p>
 A thin, coiled metal safety cable with a loop at one end and a hook at the other, used for securing the touchscreen to the vehicle body.	<p><b>Safety Cable &amp; Padlock</b></p> <p>Secures the Touchscreen to the vehicle body when paired with Padlock</p>	<p>X1 (optional)</p>

## 2. Quick Setup | Assigning S2 to a vehicle

2.1.1 Press the power button on the touch device and let it boot up. As the S2 software starts you would see the following screen

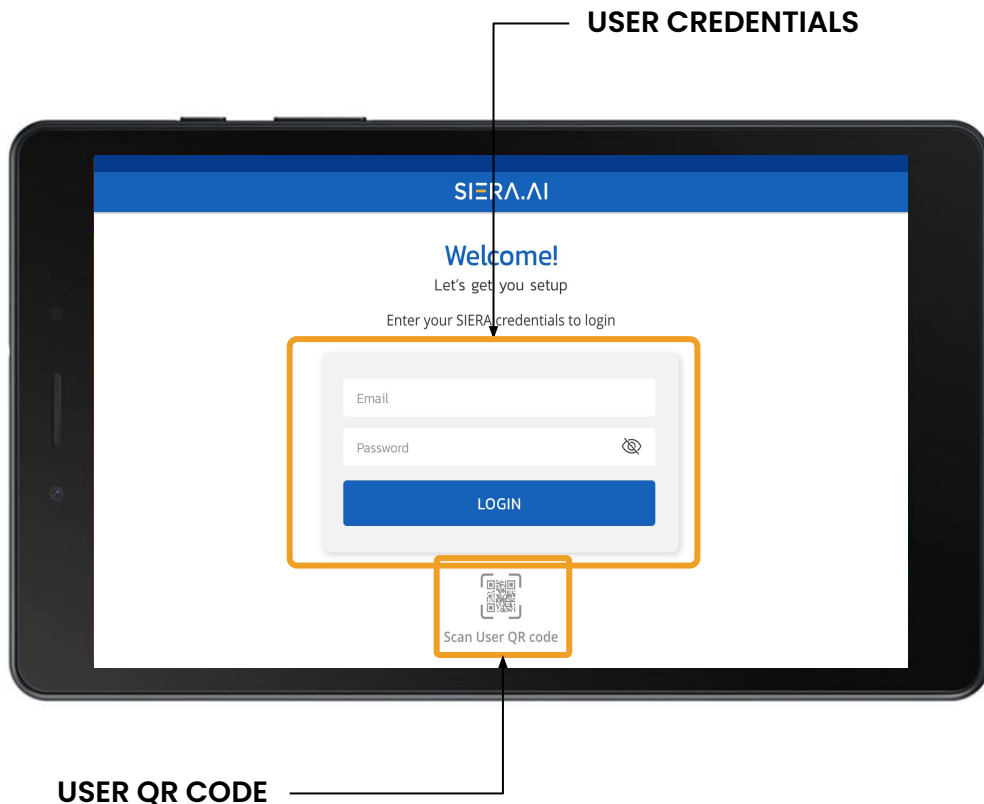


8.4" Touchscreen

## 2. Quick Setup | Assigning S2 to a vehicle

2.1.2 An administrator authorization is required here. You can authorize with your **login credentials** or you can also **scan your dedicated user QR code**.

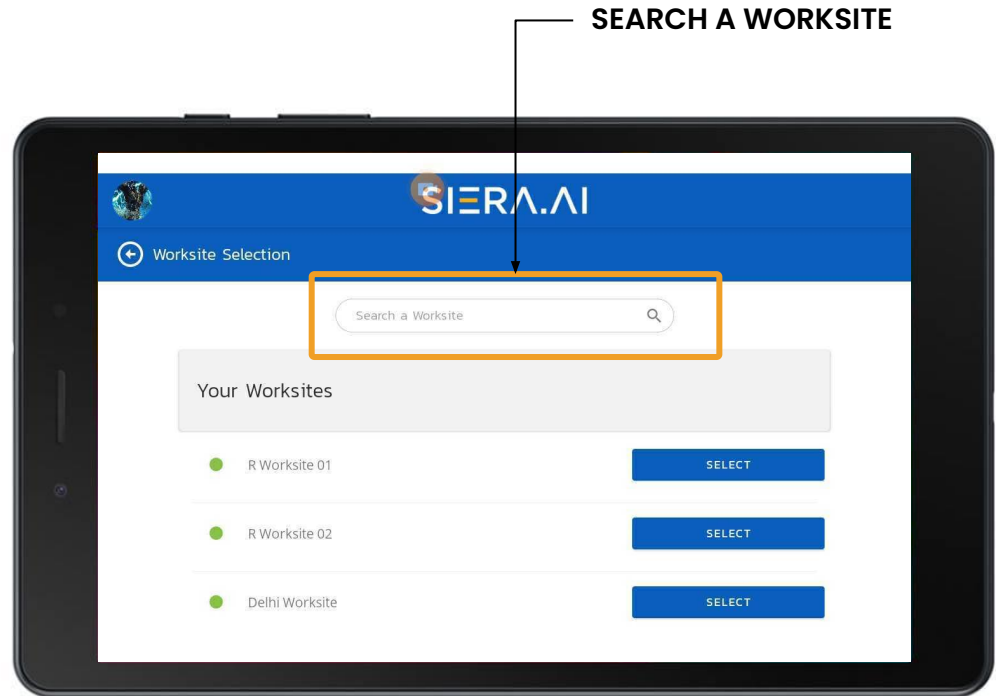
If you do not have a SIERA.AI account yet, please refer to section 6 of the manual, on how to create and setup your account.



## 2. Quick Setup | Assigning S2 to a vehicle

2.1.3 After administrator authorization, you will see the Worksite selection page.

Select the worksite in which this vehicle will be operating. If you have a large list of worksites, you can search for the specific worksite



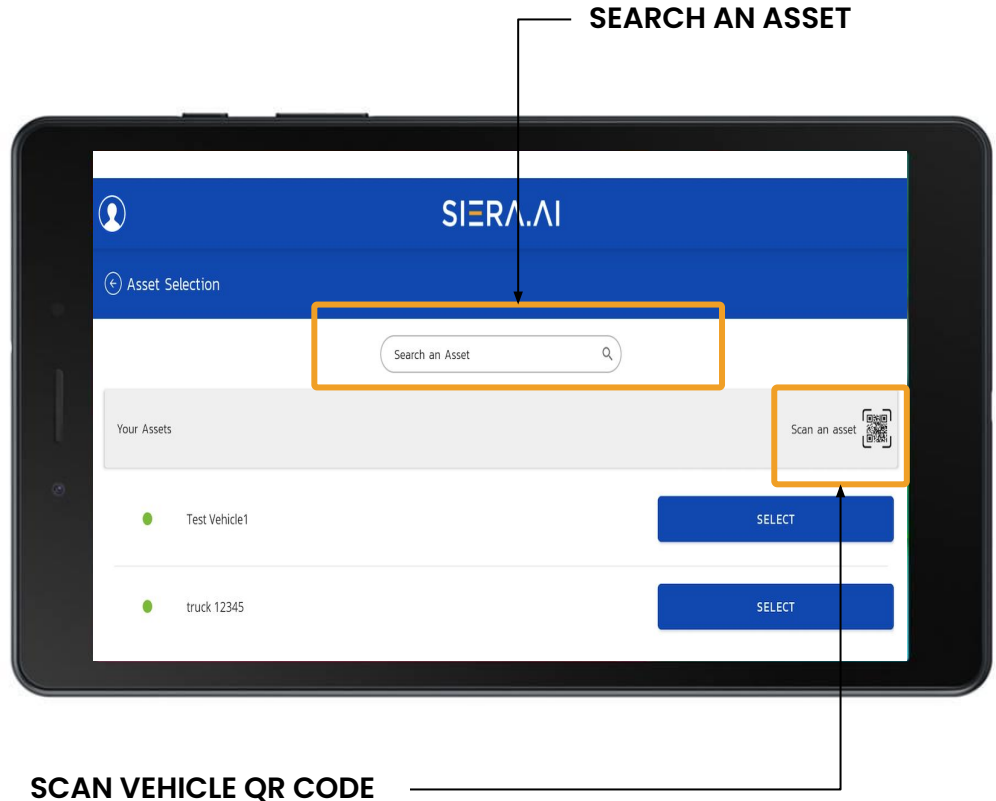


## 2. Quick Setup | Assigning S2 to a vehicle

2.1.4 Now choose the vehicle on which you want to assign the S2 touchscreen.

If you have a large list of vehicles, you can search for the specific vehicle. Or if you're in front of your vehicle, you can directly scan the QR code of the vehicle.

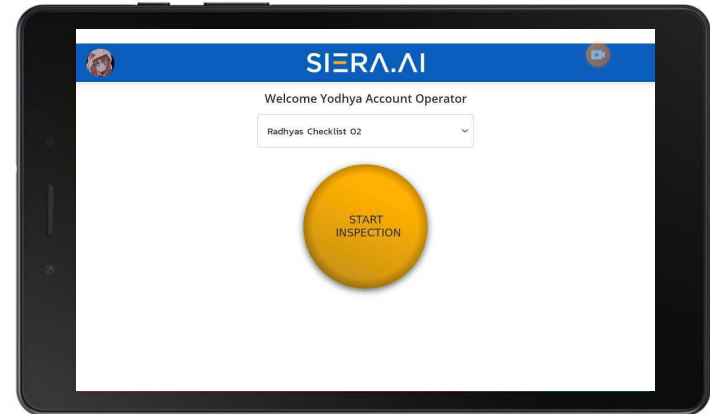
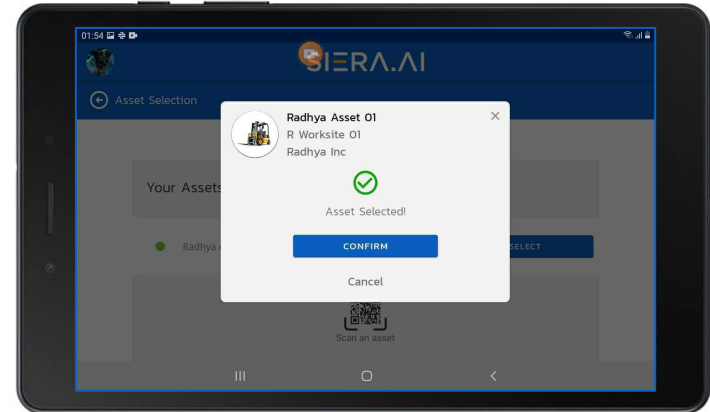
The vehicle QR code can be retrieved from your SIERA.AI account under Management > Assets



## 2. Quick Setup | Assigning S2 to a vehicle

2.1.5 Confirm your selection, and it's done!

The touchscreen is configured and you can now mount the device on the assigned vehicle.

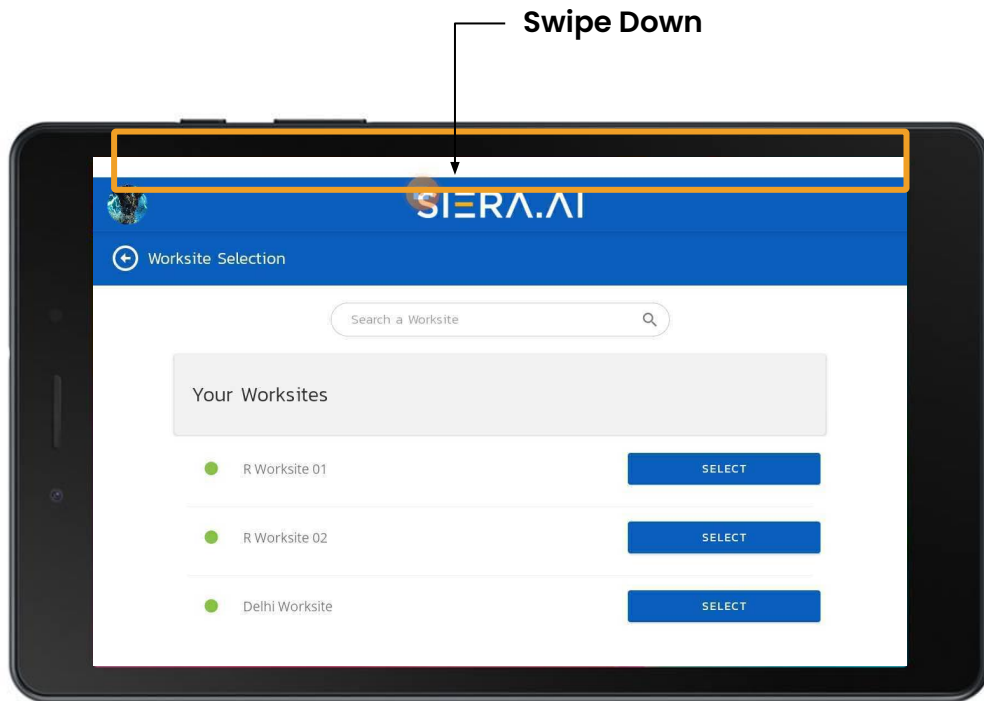


## 2. Quick Setup | Screen Brightness

### 2.1.6 Screen Brightness

If you need to change the default brightness settings on the screen.

1. Slide your finger down from from the top of the screen as shown in the image.
2. Select the “gear” icon on the right side of the settings menu.
3. Select “Display Brightness” or “Screen Brightness” settings in the menu.
4. Move the slider to the right to increase brightness and to the left to reduce brightness.

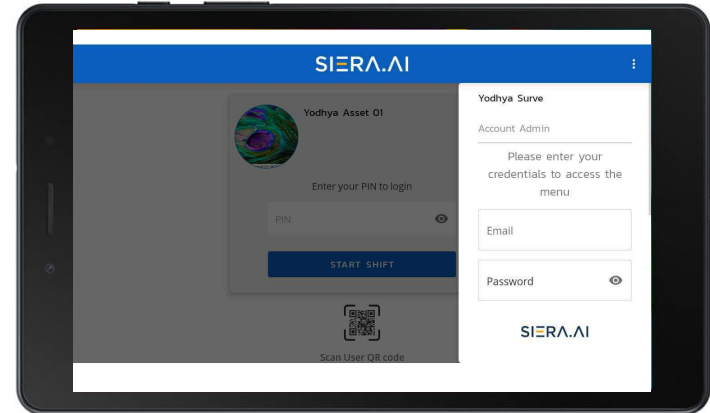
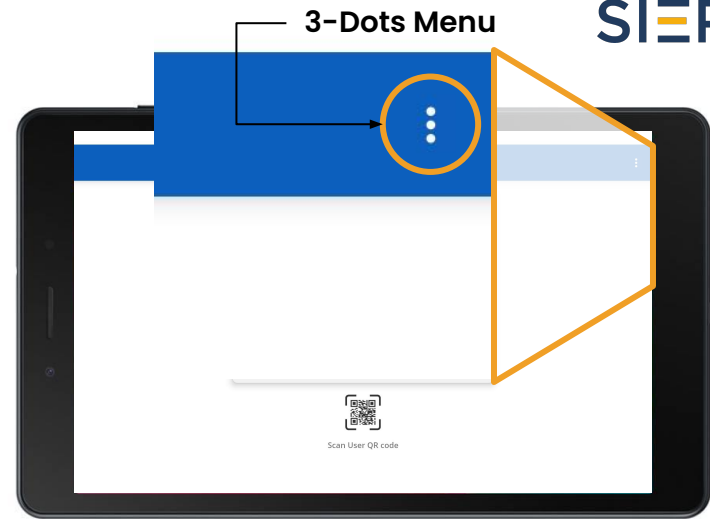


# 3. Administrator Tools

## 3.1 Accessing the Admin menu

3.1.1 At the home screen, you can access the admin menu by clicking the 3-dots menu (see image)

3.1.2 Administrator authorization is required here to access the menu.



# 3. Administrator Tools

## 3.2 Change the assigned worksite

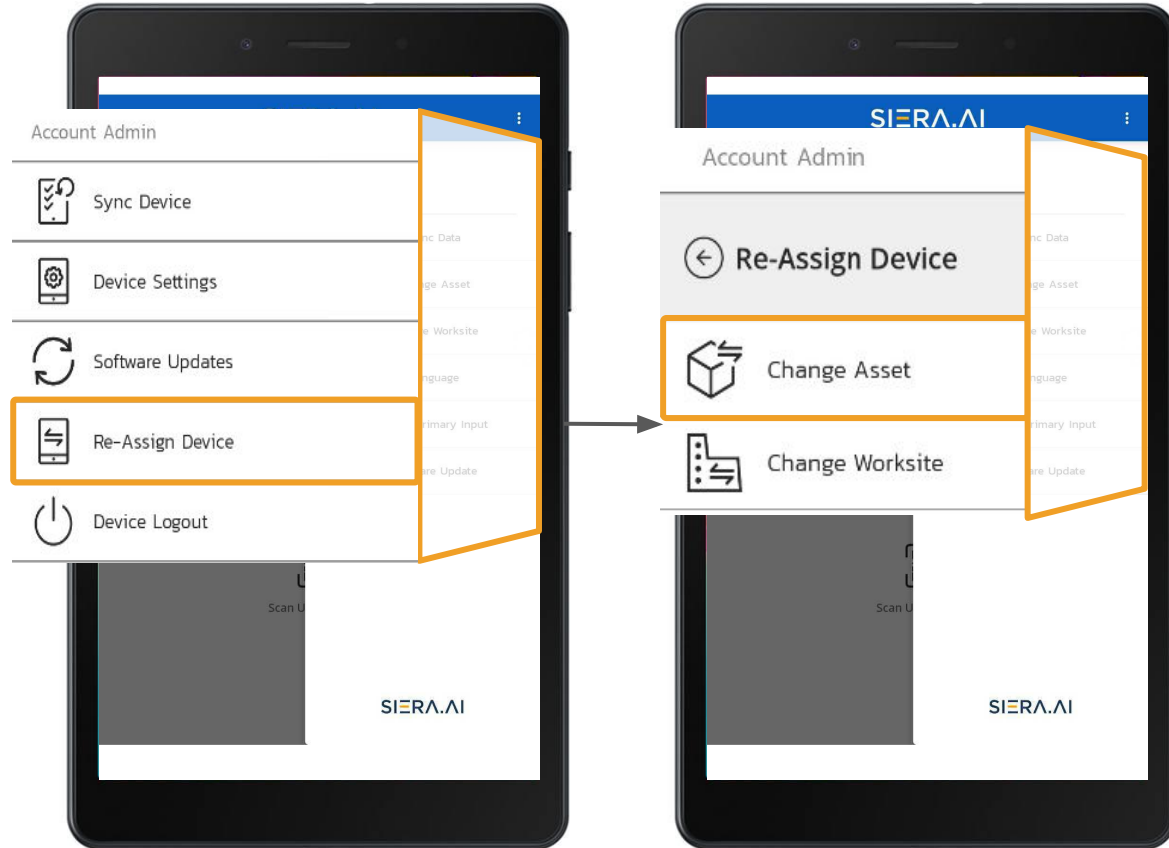
3.2.1 If the S2 device is being moved to another vehicle in another worksite, you can re-assign the device by clicking the 'Re-Assign Device' option in the menu and selecting "Change Worksite".



# 3. Administrator Tools

## 3.3 Change the assigned vehicle

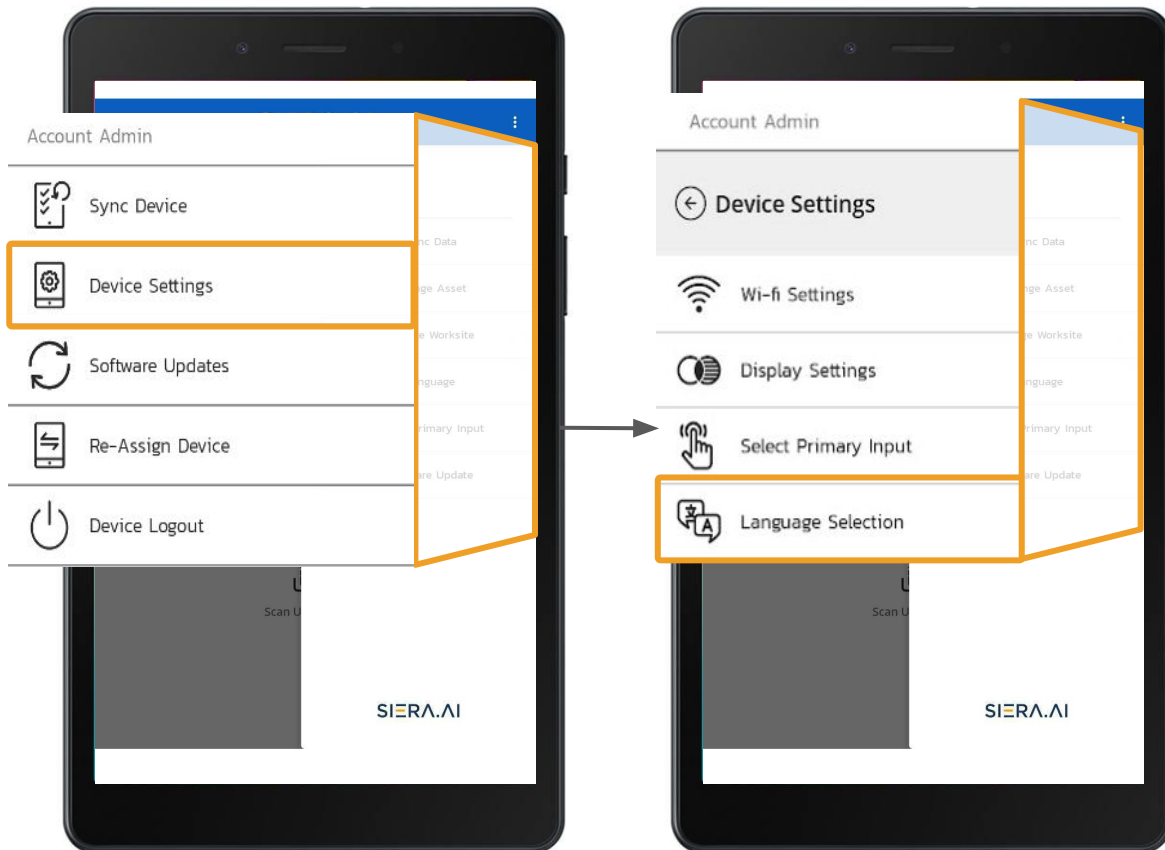
3.3.1 If the S2 device is being moved to another vehicle, you can re-assign the device by clicking the 'Re-Assign Device' option in the menu and selecting "Change Asset".



# 3. Administrator Tools

## 3.4 Language Selection

3.4.1 SIERA.AI provides you the option to change your language selection. You can do so by clicking the “Device Settings” option in the admin menu and choosing “Language Selection”

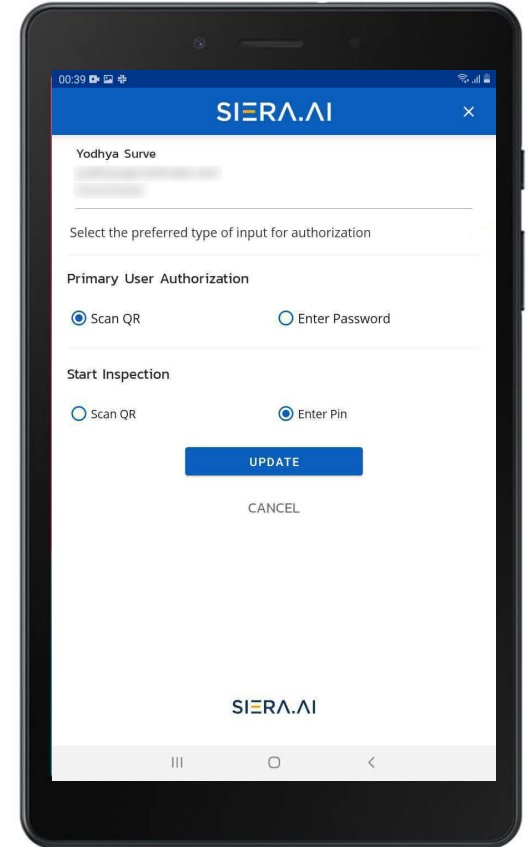
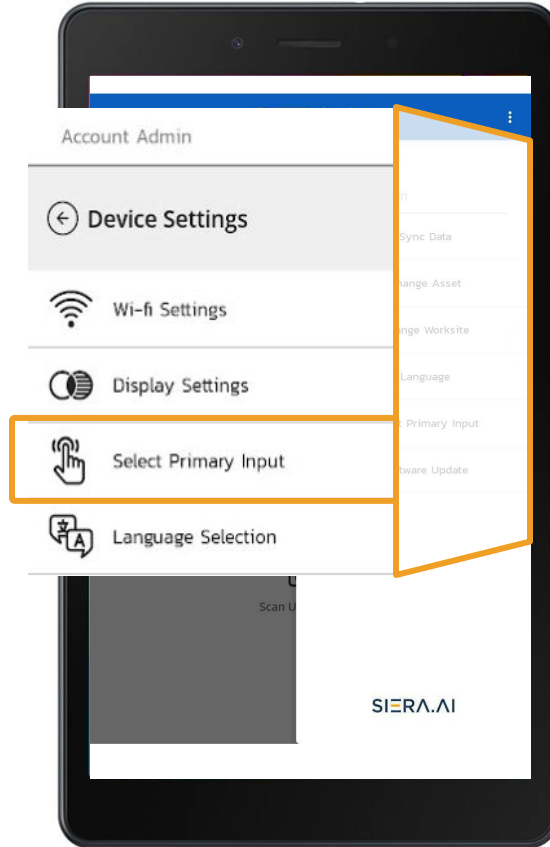


# 3. Administrator Tools

## 3.5 Primary Input Selection

3.5.1 If at any point in time you wish to change the primary input option, you can simply do so by clicking the “Device Settings” option in the admin menu and choosing “Select Primary Input”

3.5.2 Select your preferred input method and update it.

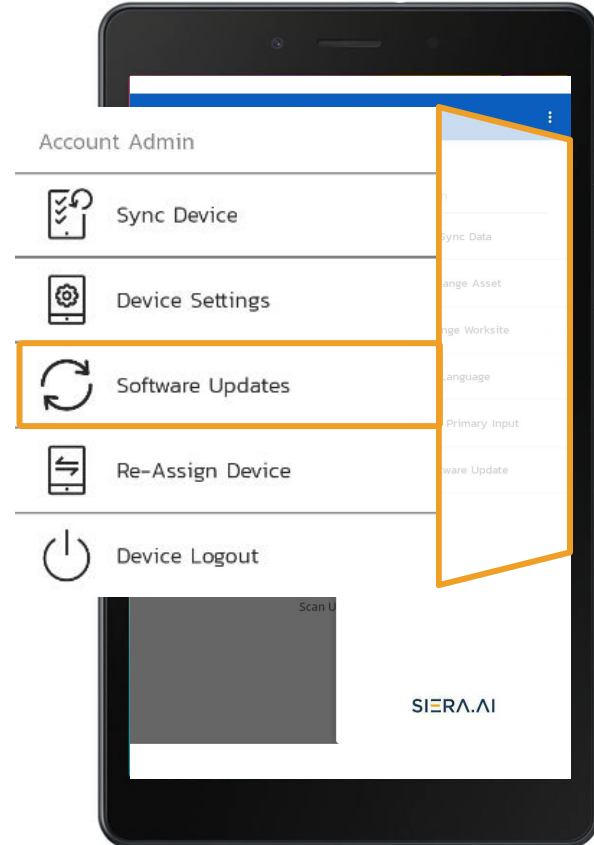




# Administrator Tools

## 3.6 Software Updates

3.6.1 S2 will automatically upgrade the software. However, you can also manually check for any upgrades available.

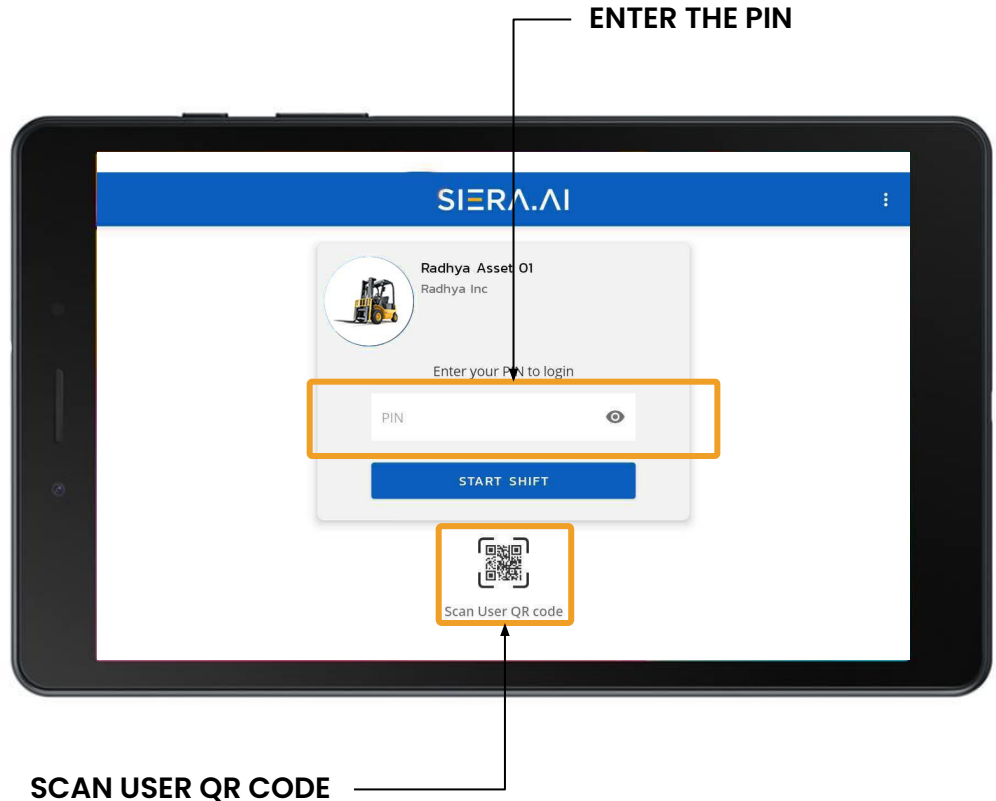


# 4. Operator Tools

## 4.1 Start/End Shift

4.1.1 Once the S2 setup is done. The touchscreen will remain here at the login screen. Until a user starts their shift

4.1.2 A user can start their shift via two methods; by **entering the PIN** or by **scanning their user QR code**

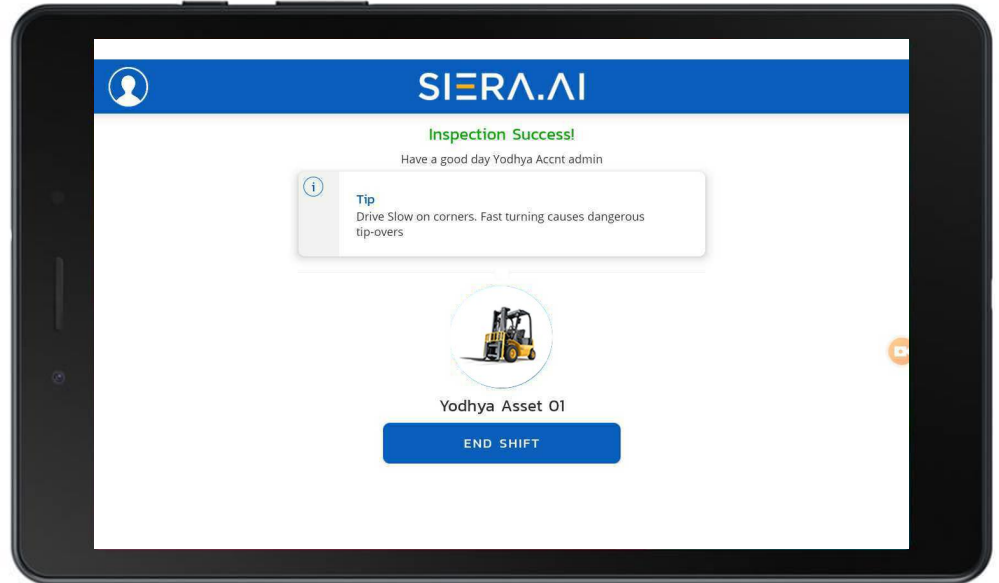


## 4. Operator Tools

4.1.3 Once the inspection is completed successfully. The user can begin working their shift.

4.1.4 Once the user completes their shift, they must click on the 'End Shift' button.

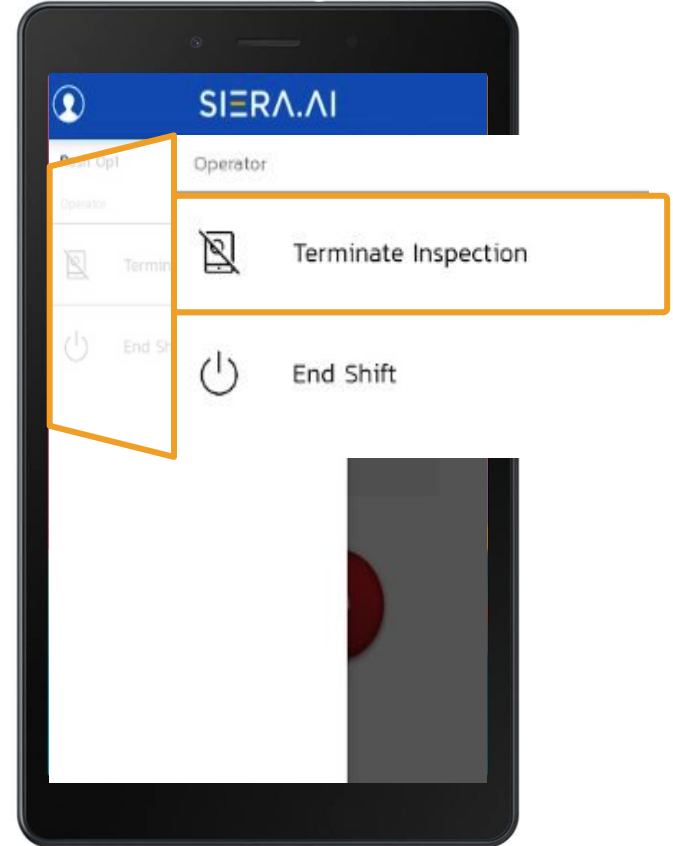
4.1.5 On ending the shift, the screen will go back to the 'start-shift' screen. The next user can now login and begin their shift.



# 4. Operator Tools

## 4.2 Terminate Inspection

4.2.1 If, because of any unforeseen circumstance, the user needs to terminate the inspection mid-way, they can do so by accessing the menu available by clicking the profile picture/icon and selecting "Terminate Inspection"

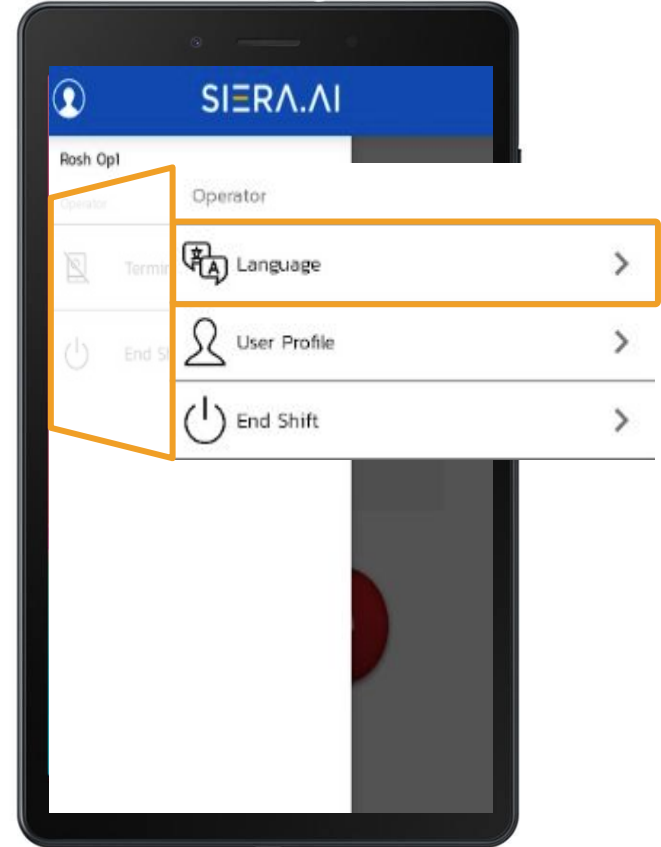


# 4. Operator Tools

## 4.3 Language Selection

4.3.1 Even the operators can change their language selection for performing the inspections.

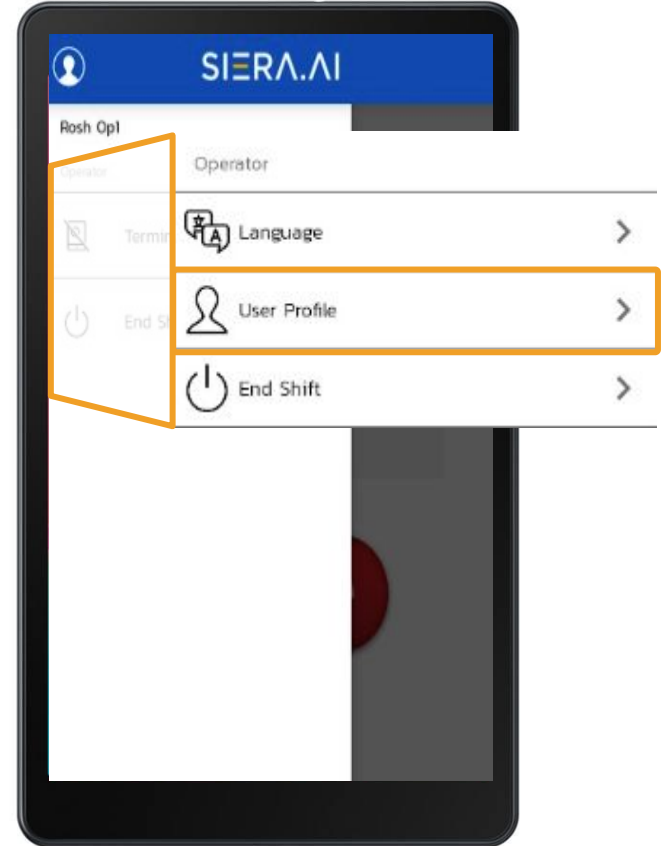
The options is accessible from the operators menu.



# 4. Operator Tools

## 4.4 User Profile

4.4.1 The users can change their basic profile information from the 'User Profile' menu option. They can update their name, phone number and profile picture.



# 5. Mounting S2 on the vehicle

## 5.1 System Setup and general requirements

The S2 System comprises three major parts: The Touchscreen with Locking Mount, Adjustment Arm, and the Mounting Ball Base.

The Mounting Ball Base can either be the Rod Clamp, Post Clamp, Accessory Bar Ball, or Magnetic Mount. The Mounting Ball Base will be chosen depending on where you want to mount the Touchscreen on the vehicle. A detailed look at how each Mounting Ball Base is used will be provided in the next section. Once the Mounting Ball Base is securely mounted to the vehicle, the Adjustment Arm is then the bridge between the Ball Base and the Locking Mount. The Adjustment Arm fits onto the Mounting Balls of each component. It can then be moved to any desired position and tightened in place using the tightening knob.



# 5. Mounting S2 on the vehicle

## 5.2 Types of S2 Mounts

### 5.2.1 Post Clamp Mount

The Post Clamp can be used on any flat sided post, up to 3 inches in width. The post is sandwiched between the clamps two plates and secured with the two side screws. This is one of the most secure ways to mount the S2 System and is recommended if possible.

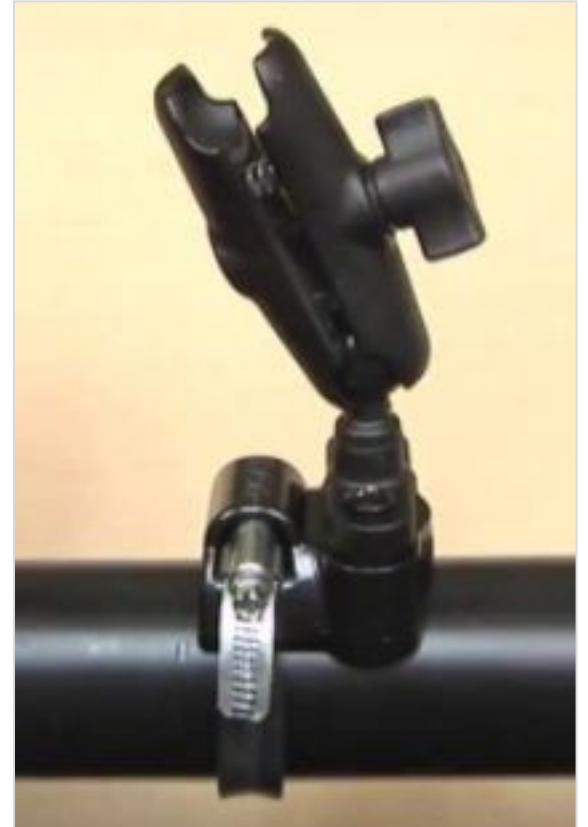




# 5. Mounting S2 on the vehicle

## 5.2.2 Rod Clamp Mount

The Rod clamp is intended to mount to round tubes and rods. The hose clamp can accommodate tubes from 2-4 inches in diameter. The U-bolt can accommodate tubes from 1-1.25 inches in diameter.



# 5. Mounting S2 on the vehicle

## 5.2.3 Accessory Bar

If your vehicle has an Accessory Bar, like seen in the diagram below, then you can mount the S2 system using the Accessory Bar Mounting Ball. The nuts included with the ball slide into the slotted channels in the bar and are tightened down using the four screws.



# 5. Mounting S2 on the vehicle

## 5.2.4 Magnetic Mount

The Magnetic Mount uses a high strength magnet to mount a mounting ball virtually anywhere on a vehicle (on magnetic materials). This is a great flexible option, but it should be paired with the safety cable. The safety cable will prevent the touchscreen from falling off the vehicle if the magnet loses adhesion.



# 5. Mounting S2 on the vehicle

## 5.2.5 Safety Cable

The Safety Cable is an optional feature. It is effective in theft prevention as well as back up protection if the mounting system fails. When used, it should be looped through the back of the Locking Mount and then secured around a sturdy part of the vehicle, being locked together with the provided lock and key.



# 6. Setting up your SIERA.AI account

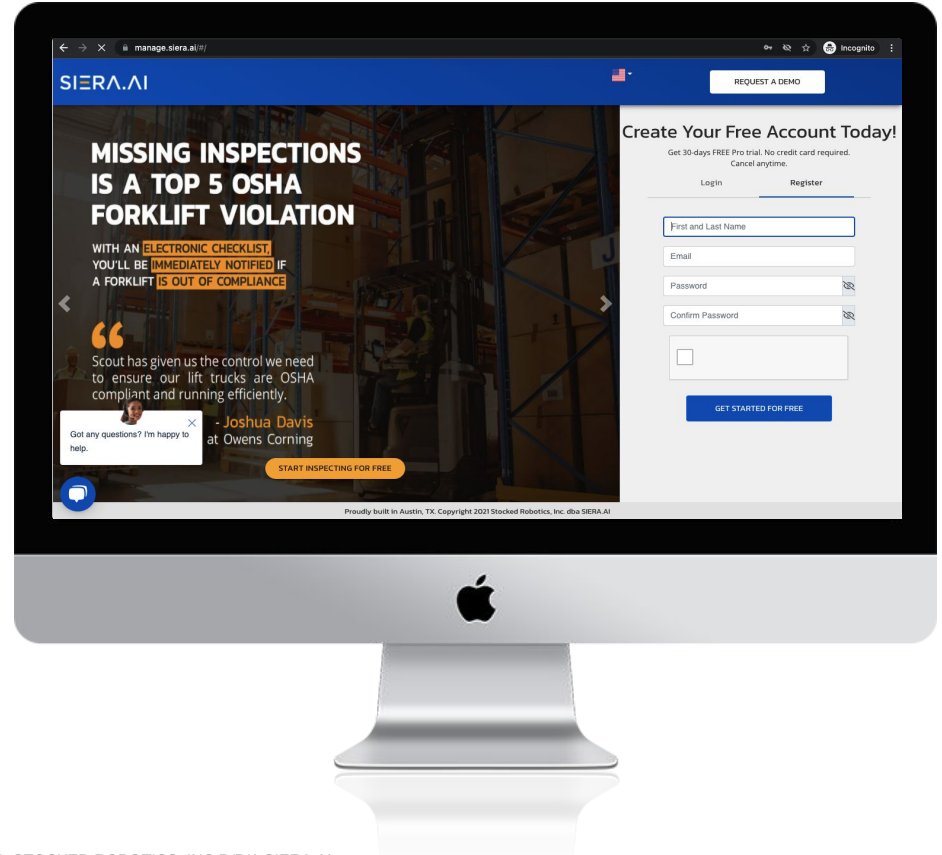
6.1 In order to use S2 you need to setup your SIERA.AI account.

If you have already setup your account, you may skip to section 3, on how to Setup your S2 device.

If not, you would need to create your free account with first 30 days free trial. You can scan the QR code or you can follow the link below to go to the registration page.



<https://manage.siera.ai>



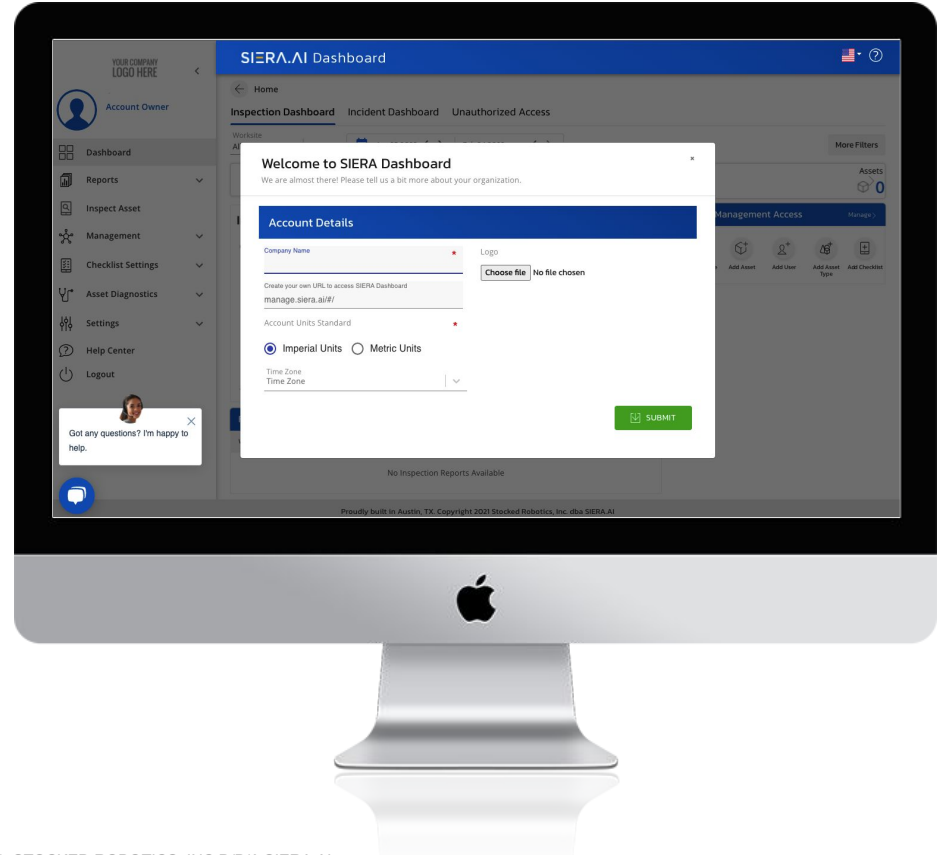
# 6. Setting up your SIERA.AI account

## 6.2 Self Onboarding

### 6.2.1 Setting up company information

Once you have registered your account. You will be taken to your account's dashboard. Complete the registration by entering your company's details.

- Name
- Personalized URL
- Preferred Units System
- Timezone
- Logo



# 6. Setting up your SIERA.AI account

## 6.2.2 Adding your Worksites

The first step of setting up your account is to add your worksites.

1. Go to the worksites tab under Management
2. Click on the 'Add Worksite' button

The screenshot displays the SIERA.AI Dashboard interface. The user is logged in as Jayesh Nair, Account Admin. The dashboard shows a navigation menu on the left with 'Worksites' highlighted. The main content area is titled 'SIERA.AI Dashboard' and includes a 'Worksites' tab with a '+ ADD WORKSITE' button highlighted. Below the navigation menu, there is a 'Your Worksites' list with entries like Austin, DBS Demo Site, Acme Site, DC, DC 2, India - Delhi, Irvine, DC 1, and Springfield. A detailed view for the 'Austin' worksite is shown, including its status (ON), assets count (256), and an 'ADD WORKSITE' button. A label 'WORKSITE MANAGEMENT' with an arrow points to the 'Worksites' tab in the navigation menu.

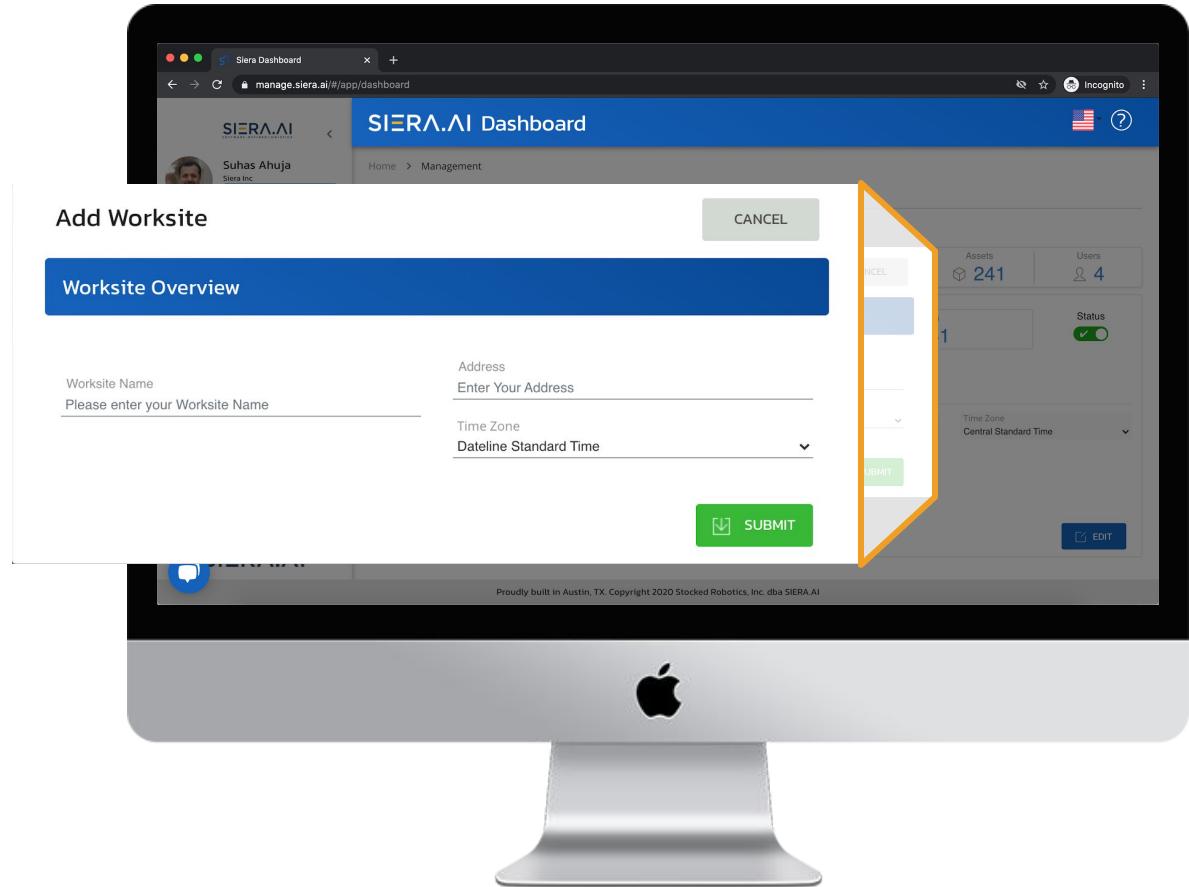
# 6. Setting up your SIERA.AI account

## 6.2.2 Adding your Worksites

3. Fill the form with the following information:

- a. Worksite name
- b. Address
- c. Timezone

You can add as many worksites as you want.





# 6. Setting up your SIERA.AI account

## 6.2.3 Adding your Users

It's time to add your users.

1. Go to Users tab under Management
2. Click on 'Add User' button

**USER MANAGEMENT**

# 6. Setting up your SIERA.AI account

## 6.2.3 Adding your Users

### 3. Fill the form

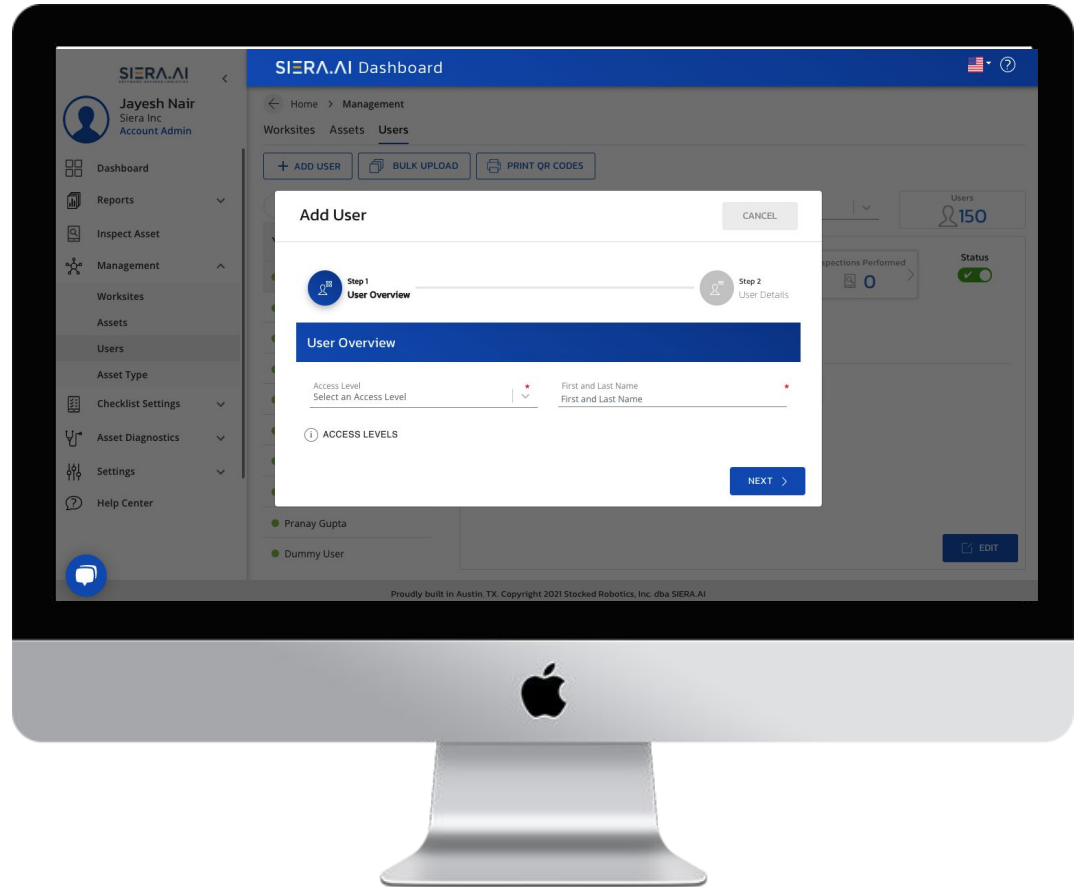
#### Step 1:

- Select Access Level
- Enter First and Last name

*\* For Operator, select Worksite*

#### Step 2:

- Add profile picture
- Email
- Phone number
- PIN
- Password

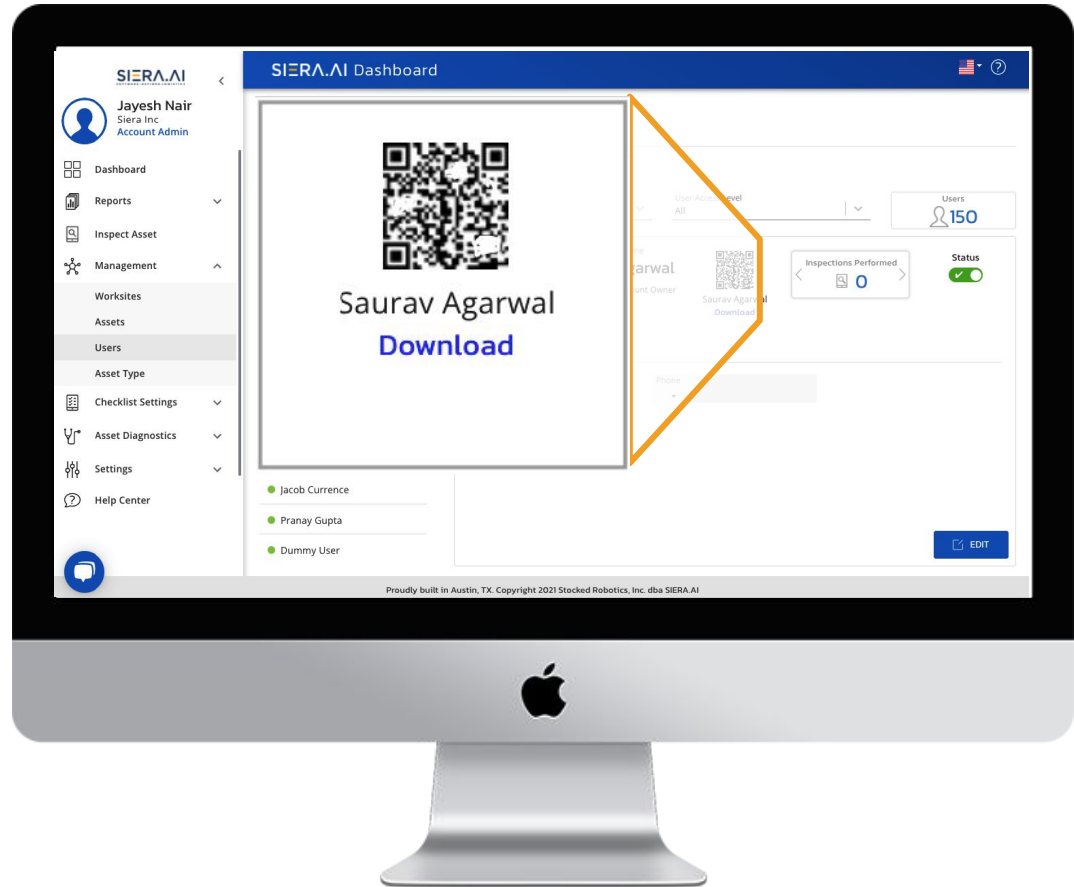


# 6. Setting up your SIERA.AI account

## 6.2.3 Adding your Users

Each time a user is created, a dedicated QR code is also generated for the user. This QR code can be used by administrators and operators for authorization in S2, at the time of login.

You can add as many users as you want.

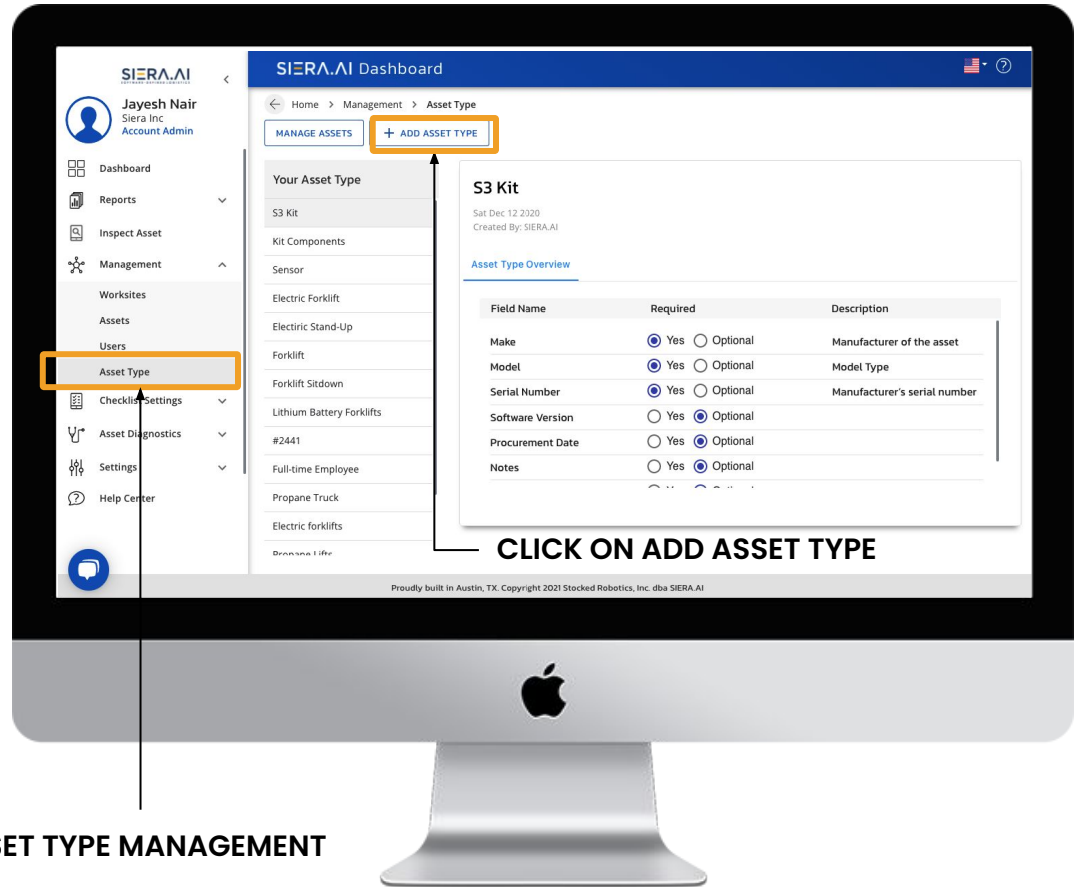


# 6. Setting up your SIERA.AI account

## 6.2.4 Adding your Asset Types

Before adding an asset, you need to define the type of asset(s) that you wish to add and what information about the assets you wish to document.

1. Go to 'Asset Type' under Management and click on 'Add Asset Type'



The screenshot displays the SIERA.AI dashboard. In the left sidebar, the 'Asset Type' option under the 'Management' section is highlighted with an orange box. In the top navigation bar, the '+ ADD ASSET TYPE' button is also highlighted with an orange box. A modal window titled 'S3 Kit' is open, showing the 'Asset Type Overview' section. This section contains a table with the following fields and requirements:

Field Name	Required	Description
Make	<input checked="" type="radio"/> Yes <input type="radio"/> Optional	Manufacturer of the asset
Model	<input checked="" type="radio"/> Yes <input type="radio"/> Optional	Model Type
Serial Number	<input checked="" type="radio"/> Yes <input type="radio"/> Optional	Manufacturer's serial number
Software Version	<input type="radio"/> Yes <input checked="" type="radio"/> Optional	
Procurement Date	<input type="radio"/> Yes <input checked="" type="radio"/> Optional	
Notes	<input type="radio"/> Yes <input checked="" type="radio"/> Optional	

Below the table, there is a text input field for 'Notes' and a 'Save' button. The text 'CLICK ON ADD ASSET TYPE' is overlaid on the bottom right of the modal window.

**ASSET TYPE MANAGEMENT**

# 6. Setting up your SIERA.AI account

## 6.2.4 Adding your Asset Types

### 3. Fill the form

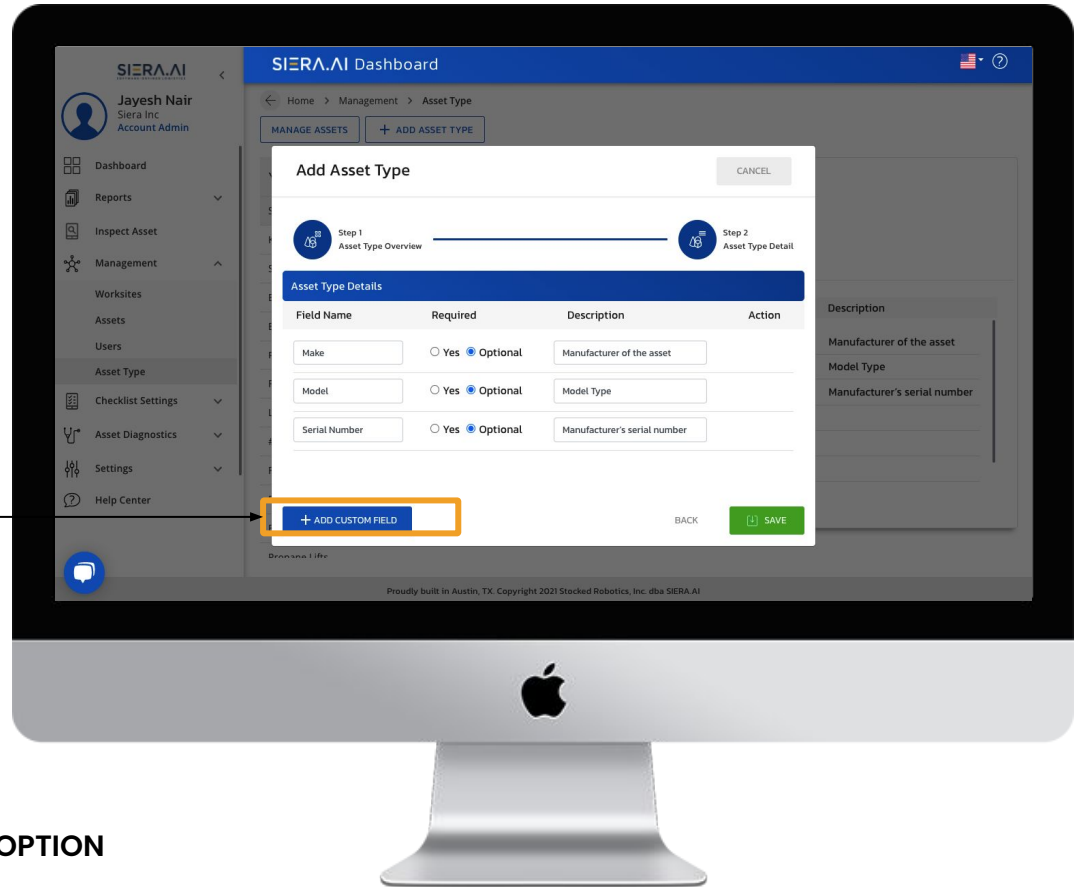
#### Step 1

- a. Asset Type Name
- b. Asset Type Description

#### Step 2

- a. Make, model, serial number
- b. You can add additional custom fields to define your asset's information

You can add as many asset types as you want.



**CUSTOM FIELD OPTION**

# 6. Setting up your SIERA.AI account

## 6.2.5 Adding your Checklists

The next step is to create the checklists that you need to perform inspections on your assets.

1. Go to 'Checklists Settings'
2. Click on 'Add Checklist', you have an option to create a 'New Checklist' or edit one of the templates

The screenshot displays the SIERA.AI Dashboard for Jayesh Nair, Account Admin. The left sidebar contains navigation options: Dashboard, Reports, Inspect Asset, Management, Checklist Settings (expanded), Asset Diagnostics, Settings, Help Center, and Logout. The 'Checklist Settings' section is active, showing a search bar, a list of 'Your Checklists' (including Battery Charge2, Electric Forklift, Daily Forklift, Pre-Shift, Demo Checklist, Preshift, test, Vehicle, Test Preshift, Operator's Daily Checklist, and Demo check), and a large 'ADD CHECKLIST' button at the bottom right. The 'Battery Charge2' checklist details are shown on the right, including its purpose, date added, and a table of questions with response types.

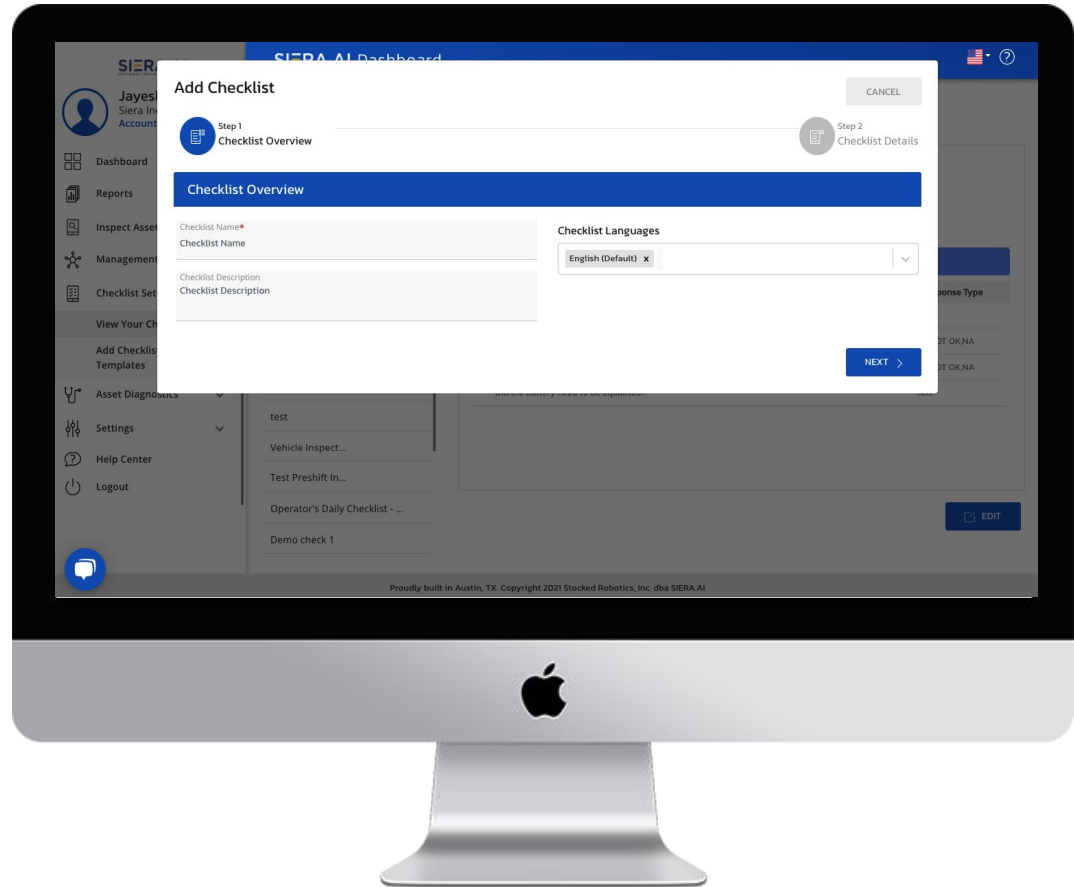
Questions	Response Type
What was battery level before charging	Text
Did battery charge fully?	OK_NOT_OK_NA
Did battery need water levels to be topped off?	OK_NOT_OK_NA
Did the battery need to be equalised?	Text

CHECKLIST SETTINGS

# 6. Setting up your SIERA.AI account

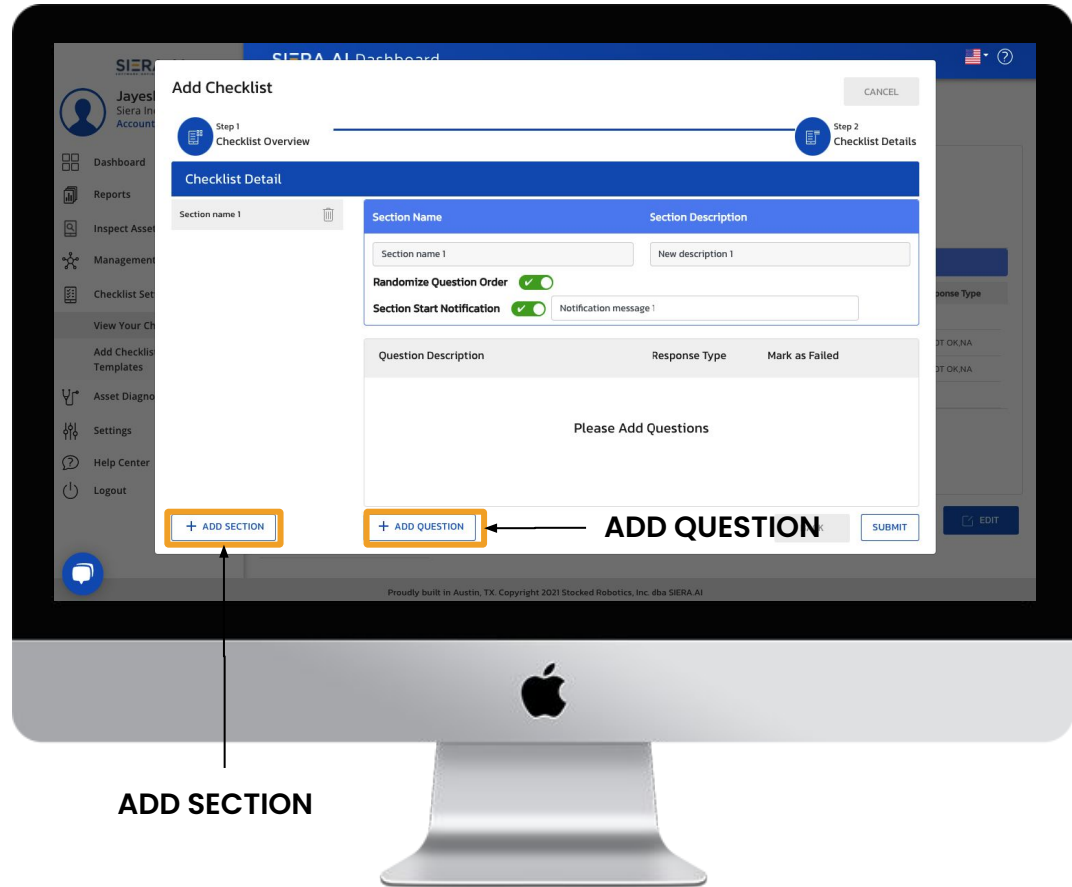
## 6.2.5 Adding your Checklists

2. Enter the name and description of the checklist. You can also choose the language(s) for the checklist.



# 6. Setting up your SIERA.AI account

6.2.5 Adding your Checklists  
3. Create the sections and questions of your checklist.



**ADD SECTION**

**ADD QUESTION**



# 6. Setting up your SIERA.AI account

## 6.2.5 Adding your Checklists

You can go back to editing the checklist later.

You can create multiple checklists for your assets.

The screenshot displays the SIERA.AI Dashboard for user Jayesh Nair. The left sidebar contains navigation options: Dashboard, Reports, Inspect Asset, Management, Checklist Settings, View Your Checklists, Add Checklist from Templates, Asset Diagnostics, Settings, Help Center, and Logout. The main content area shows 'Checklist Settings' for 'Battery Charge2', which is marked as 'To be completed after every battery charge' and was added on 'Thu Jan 28 2021'. Under 'Battery info', there is a table of questions and response types:

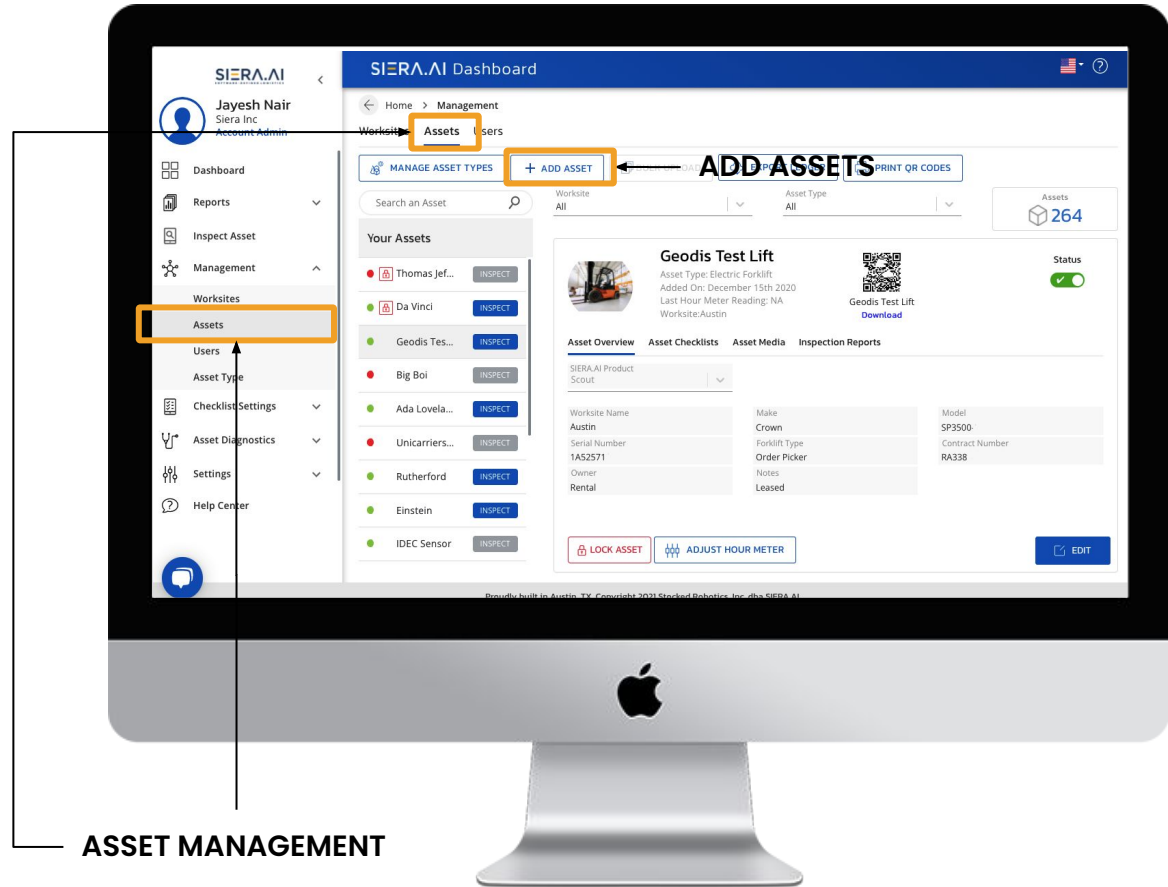
Questions	Response Type
What was battery level before charging	Text
Did battery charge fully?	OK,NOT OK,NA
Did battery need water levels to be topped off?	OK,NOT OK,NA
Did the battery need to be equalised?	Text

An 'EDIT' button is highlighted with a red box, and an arrow points from it to the text 'EDIT CHECKLIST' located below the monitor.

# 6. Setting up your SIERA.AI account

## 6.2.6 Adding your Assets

1. Go to 'Assets' under Management
2. Click on 'Add Asset' Button



**ASSET MANAGEMENT**

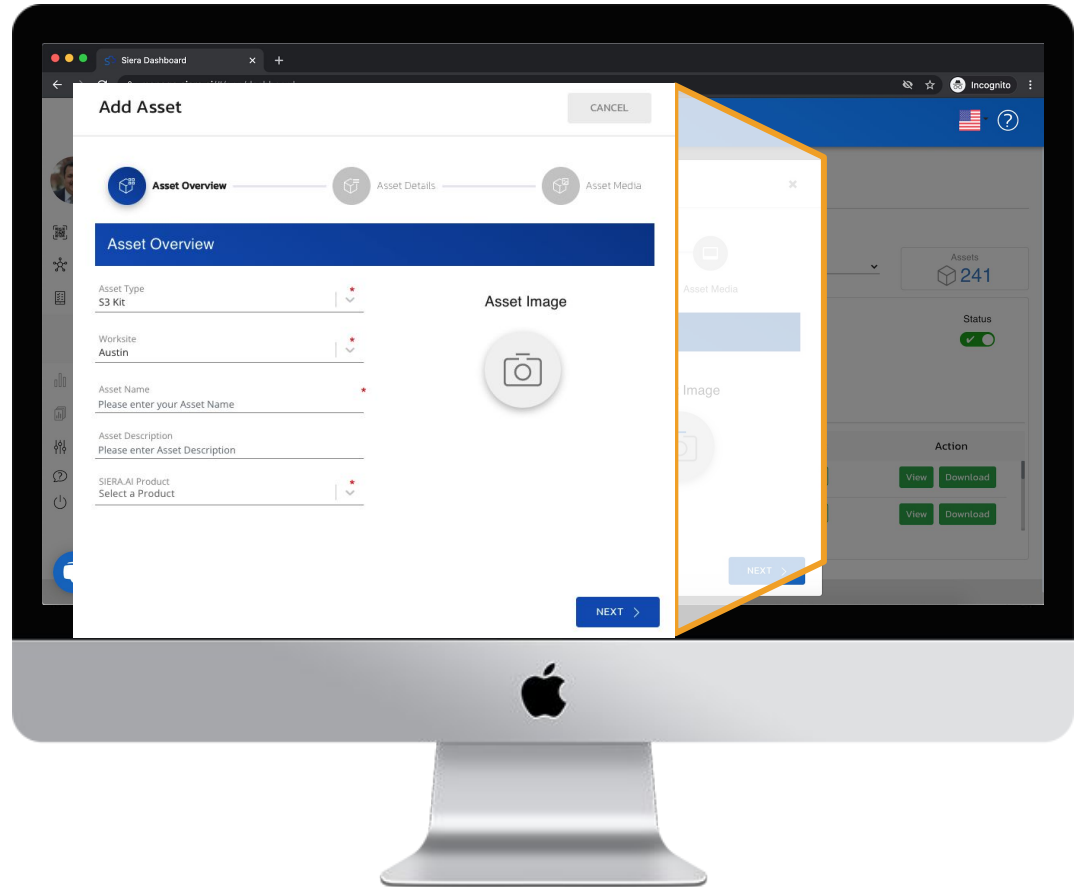
# 6. Setting up your SIERA.AI account

## 6.2.6 Adding your Assets

3. Fill the form. There are three steps of the add user form.

First step is the 'Asset Overview'

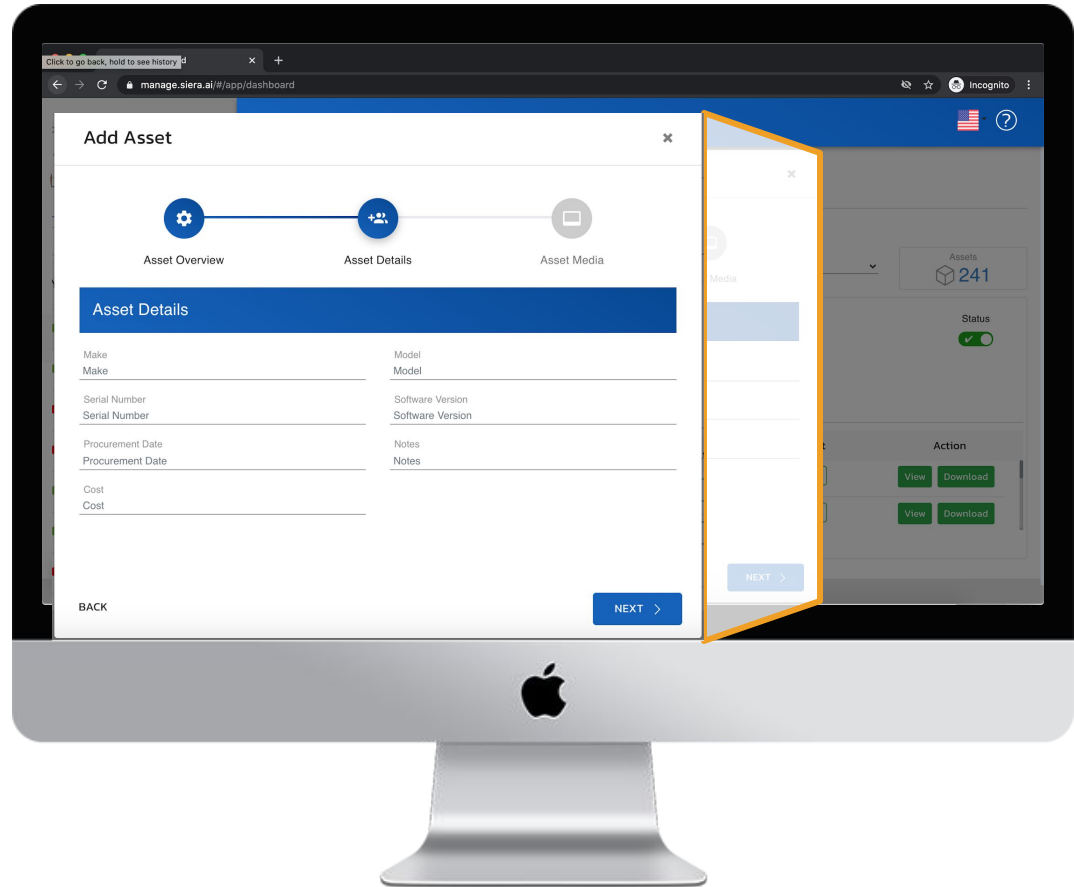
- Asset Type
- Worksite
- Asset Name
- Asset Description
- Associated Siera product
- Asset Picture



# 6. Setting up your SIERA.AI account

## 6.2.6 Adding your Assets Second step is the 'Asset Details'

- a. This screen will include all the fields that you defined for the selected Asset Type.

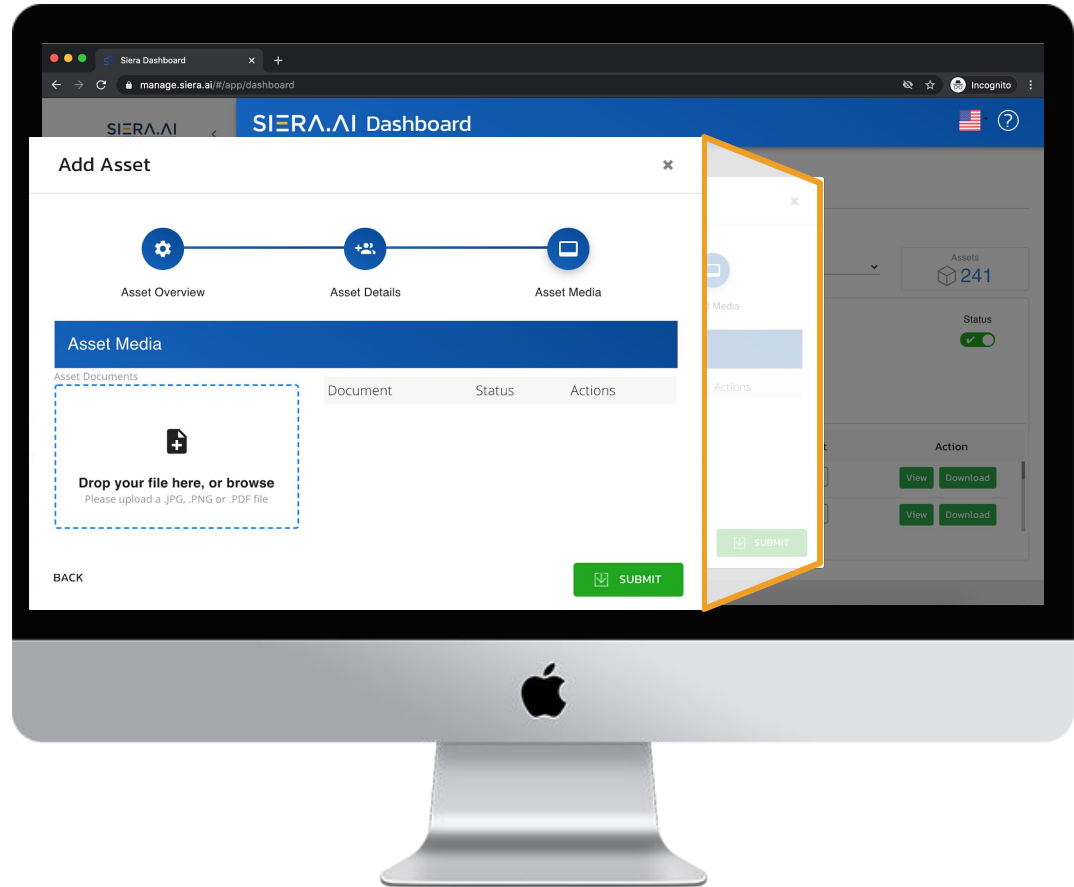


# 6. Setting up your SIERA.AI account

## 6.2.6 Adding your Assets

The third step is the 'Asset Media'

- You can drag and drop or browse all/any files related to this asset.
- It will help you manage the asset as well as its documentation in one place.



# 6. Setting up your SIERA.AI account

## 6.2.7 Mapping Checklists to Assets

Now your account is almost setup. As the final step, you now need to assign the checklists to the assets on which those inspections will be performed.

Step 1:

1. Select the asset and go to Asset Checklists
2. Click on 'Add Checklist'

The screenshot displays the SIERA.AI dashboard interface. On the left sidebar, the 'Assets' menu item is highlighted with an orange box. A line connects this box to the text 'ASSET MANAGEMENT' below. The main content area shows the 'ASSET CHECKLIST' page for a specific asset, 'Geodis Test Lift'. The 'Asset Checklists' tab is selected and highlighted with an orange box. A line connects this box to the text 'ADD CHECKLIST' below. At the bottom of the asset details, a '+ ADD CHECKLIST' button is highlighted with an orange box, with a line connecting it to the text 'ADD CHECKLIST' below. The dashboard also shows a list of other assets with 'INSPECT' buttons.

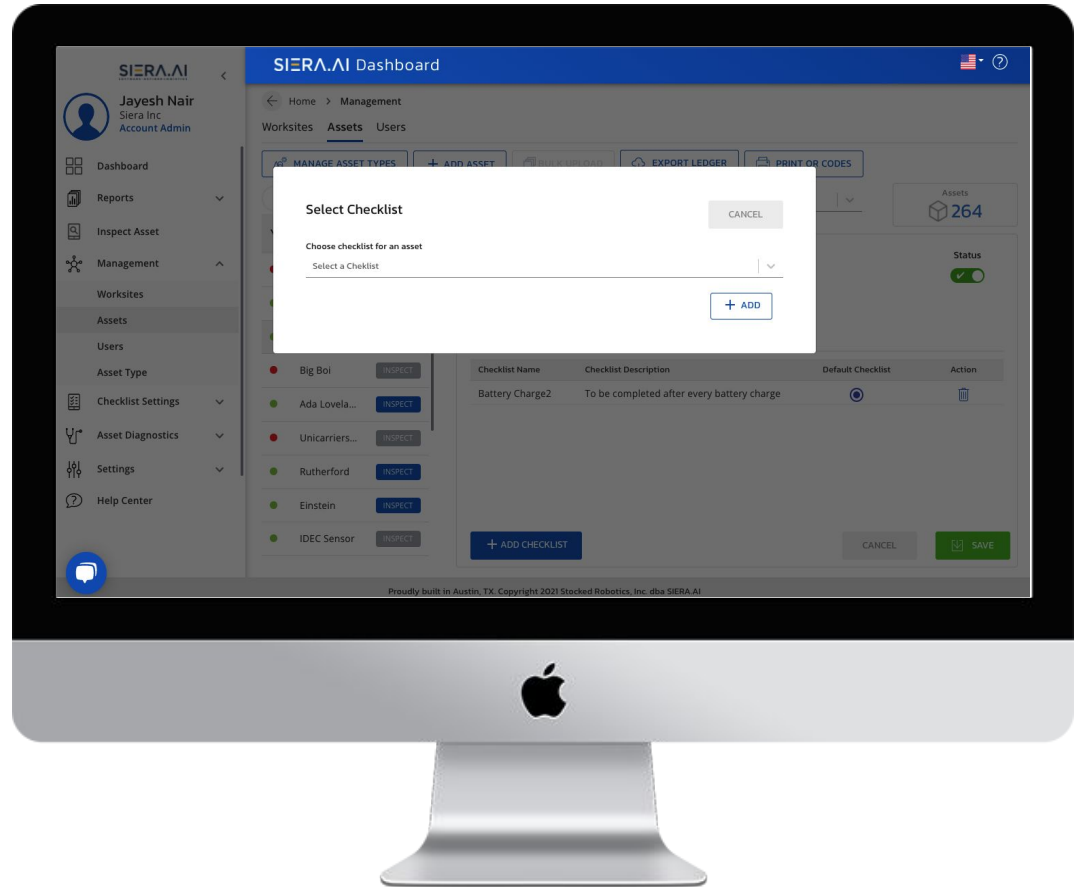
# 6. Setting up your SIERA.AI account

## 6.2.7 Mapping Checklists to Assets

### Step 2:

1. Select the checklist you want to assign and click on the 'Add' button
2. You can assign multiple checklists to an asset

Every time an inspection will run on S2, the default checklist will load up automatically.



# 7. Setting up WiFi

On the login screen:

1. Exit Scout
  - a. Click on 3 dots at the top-right corner => a Screen moves in from right.
  - b. At the bottom, you will see version # (something like SIERA.AI V1.1.2p)
  - c. Tap 5 times on the version (you will see a counter)
  - d. This will exit the kiosk/lock mode
  - e. You will see “Select a Home app”
  - f. Select One UI Home and then “Just Once”
2. WiFi Settings
  - a. Swipe Down from the top -> you will see settings icon.
  - b. Click Settings -> Connections -> WiFi
  - c. Select the WiFi Router and fill in the credentials
  - d. Exit Settings
3. Relaunch Scout
  - a. Click on Settings -> Apps -> Scout -> Home Screen -> select Scout
  - b. Exit Settings -> should relaunch Scout
  - c. Else, Relaunch Scout

