

<b>Bulletin Number:</b> MA_IB_0071	<b>Distribution Date:</b> 10/04/2023	<b>Effective Date:</b> 10/04/2023
<b>Contact Point:</b> Metrc Support	<b>Subject:</b> New functionality available in Metrc	
<b>Topic:</b> Quick Scan for Barcode Readers		

Greetings,

Metrc is pleased to provide information on the latest optional system enhancement that will be available on 10/04/2023, including:

- Quick Entry for Barcode Scanning Package IDs

Please read on for more information regarding this new functionality.

### Quick Entry

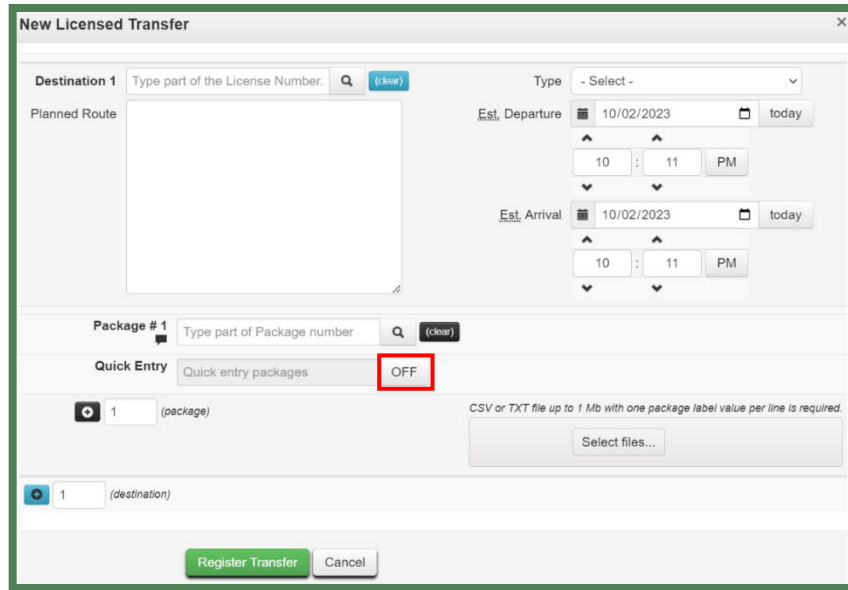
Starting on October 4th, 2023, a new feature will be added to the Transfer and Package action windows. This feature is called "Quick Entry" and is optional for licensees to use. The feature was designed to enable licensees who use barcode scanners directly within the Metrc application to quickly and efficiently add packages to a transfer manifest or use them as source packages for new packages.

Prior to the implementation of the Quick Entry function, licensed users had to manually select the next package tag entry after scanning each package while creating a manifest. With the new Quick Entry button, users will now be able to scan all packages seamlessly without any added clicks within the system.

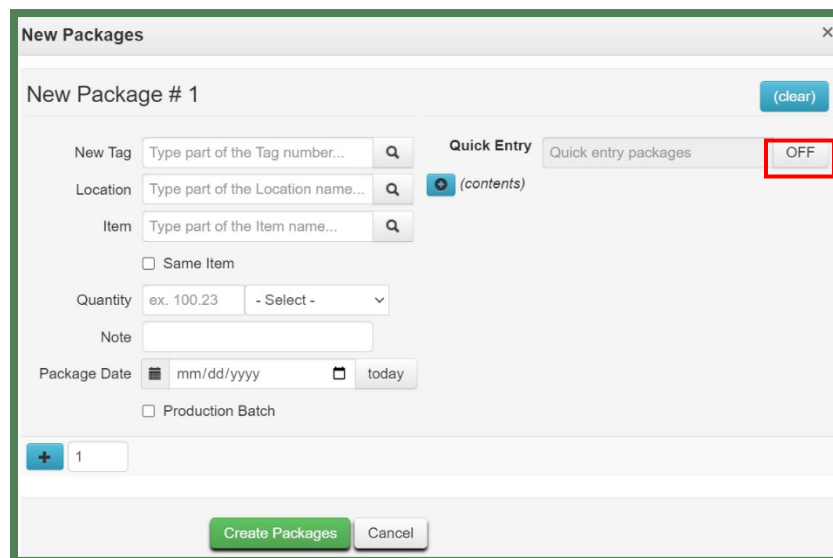
Additionally, Metrc has updated the CSV package upload feature for New Transfers to display the package IDs within the order they are uploaded.

**Quick Entry: Off**

The 'Quick Entry' feature is an optional enhancement for users leveraging RFID or scanner technology. The enhancement is disabled by default when the New Licensed Transfer or New Package action windows populate. To activate the 'Quick Entry' feature users can simply select the 'Off' button as shown below, in **Figures 1 and 2**.



**Figure 1: Transfers Quick Entry Off**



**Figure 2: Packages Quick Entry Off**

**Quick Entry: ON**

When the 'Quick Entry' feature has been enabled, licensed users will have the ability to use their scanner directly within the Metrc application to quickly add inventory to their transfer manifest or scan to identify a package as the source when creating a new package, as shown below in **Figures 3 and 4**.

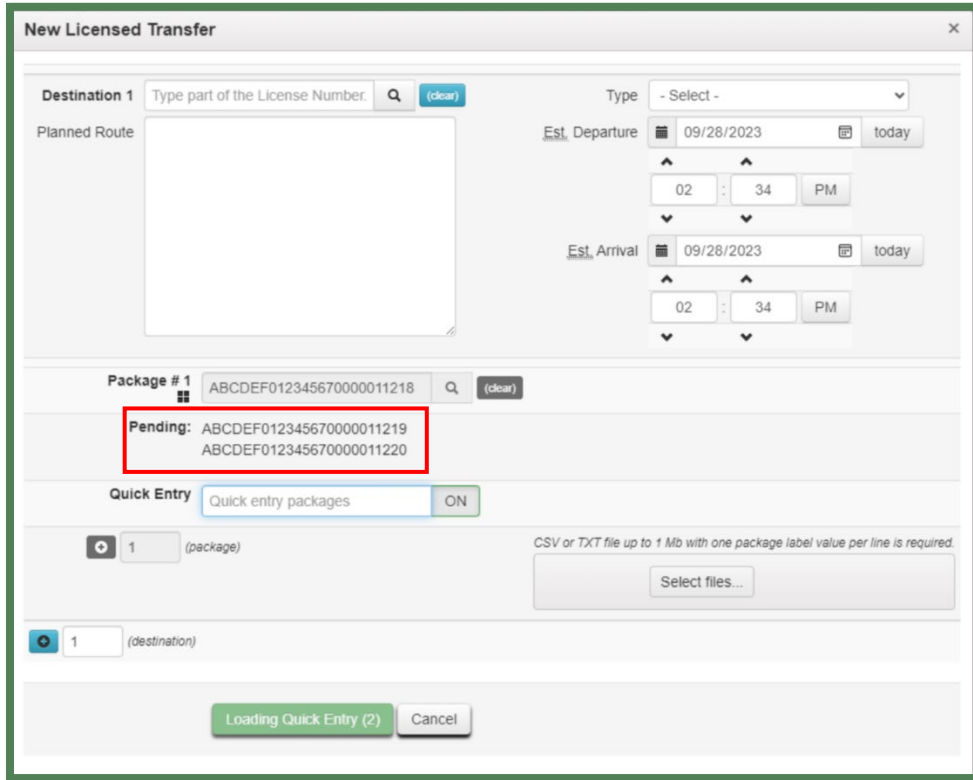
The screenshot shows the 'New Licensed Transfer' form. At the top, there is a 'Destination 1' field with a search icon and a '(clear)' button. Below it is a 'Planned Route' text area. To the right, there are 'Type' dropdown, 'Est. Departure' date and time (10/02/2023, 10:21 PM), and 'Est. Arrival' date and time (10/02/2023, 10:21 PM). Below these are 'Package # 1' and 'Quick Entry' fields. The 'Quick Entry' field contains 'Quick entry packages' and has 'ON' selected, which is highlighted with a red box. At the bottom, there are 'Register Transfer' and 'Cancel' buttons.

**Figure 3: Transfers Quick Entry On**

The screenshot shows the 'New Packages' form. At the top, there is a 'New Package # 1' field with a '(clear)' button. Below it are 'New Tag', 'Location', and 'Item' fields, each with a search icon. There is a '(contents)' button next to the 'Location' field. Below these are 'Same Item' checkbox, 'Quantity' field (ex. 100.23), 'Note' text area, 'Package Date' field (mm/dd/yyyy), and 'Production Batch' checkbox. At the bottom, there is a '+ 1' button and 'Create Packages' and 'Cancel' buttons. The 'Quick Entry' field contains 'Quick entry packages' and has 'ON' selected, which is highlighted with a red box.

**Figure 4: Packages Quick Entry On**

While in use, the Quick Entry feature will display a “Pending” status for all tags that have been scanned but not finished being uploaded to the Transfer or Package creation window as seen in **Figure 5**.



**Figure 5: Pending Packages Quick Entry**