

Bulletin Number: RI_IB_0015	Distribution Date: 10/03/2023	Effective Date: 10/03/2023
Contact Point: Metric Support	Subject: New functionality available in Metric	
Topic: Quick Scan for Barcode Readers		

Greetings Metric® users,

Metric is pleased to provide information on the latest optional system enhancement that will be available on 10/03/2023, including:

- Quick Entry for Barcode Scanning Package IDs

Please read on for more information regarding this new functionality.

Quick Entry

Starting on October 3rd, 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**.

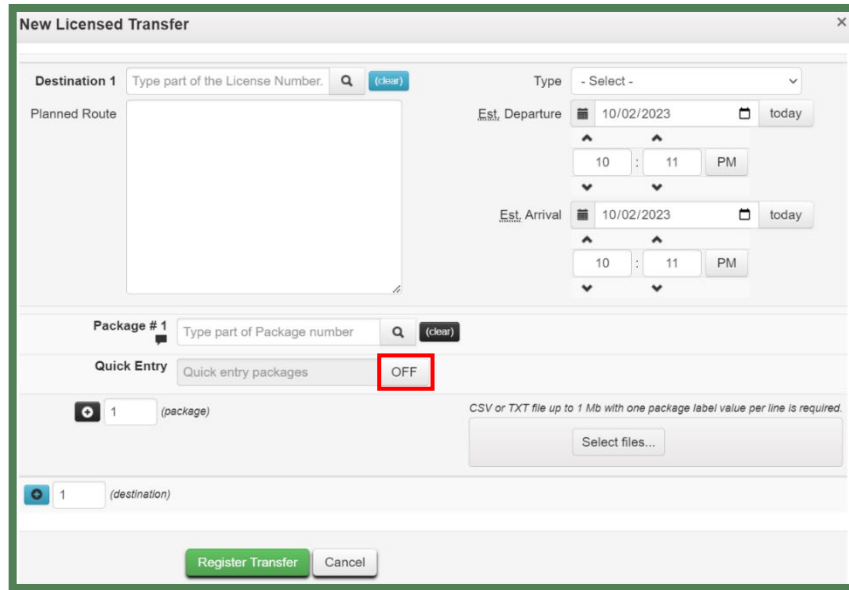


Figure 1: Transfers Quick Entry Off

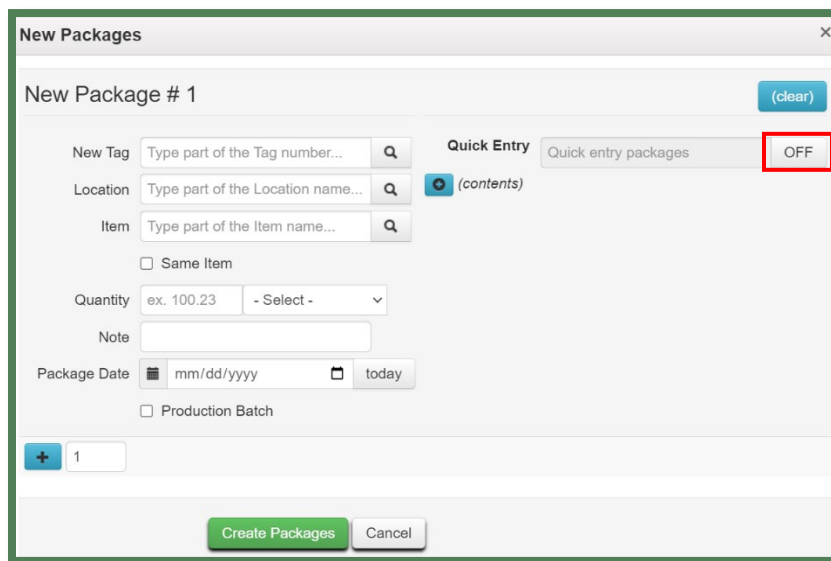


Figure 2: Packages Quick Entry Off

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' window. The 'Quick Entry' dropdown menu is set to 'ON' and is highlighted with a red box. Other fields include Destination 1, Planned Route, Type, Est. Departure, Est. Arrival, Package # 1, and a file upload button.

Figure 3: Transfers Quick Entry On

The screenshot shows the 'New Packages' window. The 'Quick Entry' dropdown menu is set to 'ON' and is highlighted with a red box. Other fields include New Tag, Location, Item, Quantity, Note, Package Date, and a file upload button.

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**.

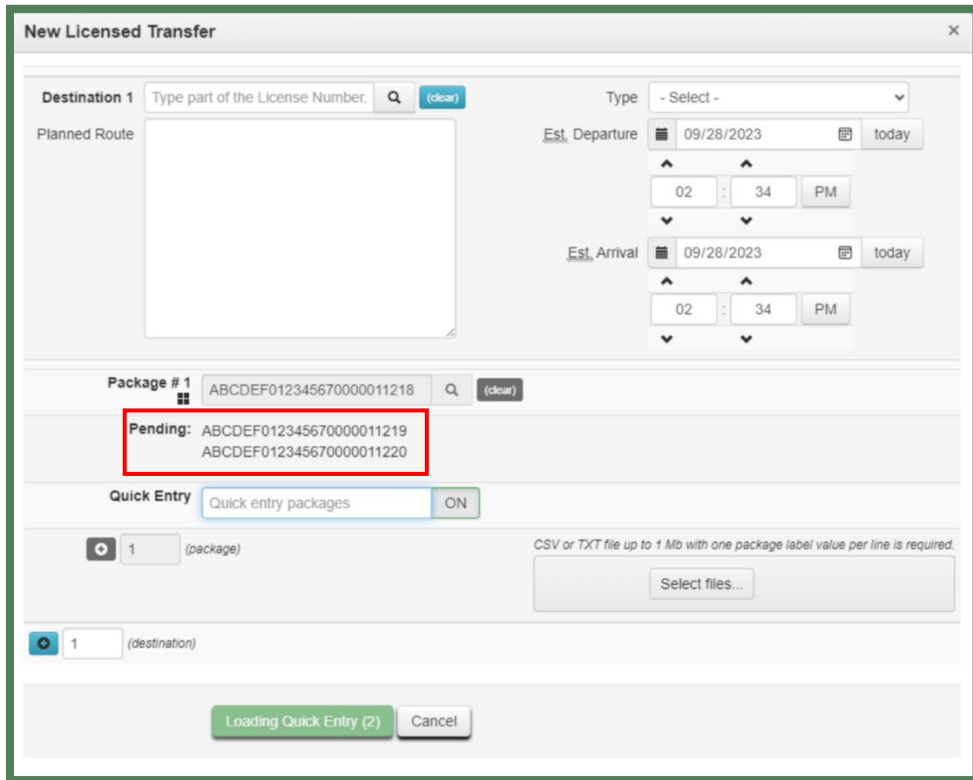


Figure 5: Pending Packages Quick Entry