

Enabling Offline Mode

Offline Mode is enabled by launching the scanner app through either the “**Scan Mobile**” button or by scanning the “**Show QR Code**” from the **Order Summary** page. This action delivers a secure token to your device, unlocking Offline Mode functionality for the next 5 days.

Step-by-Step to Enable Offline Mode

- 1. Open scanner app and select “Add an Order”**
Log into ohi.taikacreate.com
- 2. Create a New Order**
Click **Add Order**, complete the order details, and **Save**.
- 3. Go to the Order Summary Page**
After saving the order, you’ll be directed to the Order Summary Page.
- 4. Select the "Scan Mobile" Button or select “Show QR Code” from a PC and scan the QR Code**
This will launch the scanner app and **provide a secure token** to your device enabling Offline Mode.
 **This token enables Offline Mode scanning for 5 days.**
- 5. You Can Now Use Offline Mode**
Open the scanner app at any time within the 5-day window and select “**Offline Mode**” to take scans without needing to connect to an order immediately.
- 6. Save the Scan(s) for Later**
After scanning, choose “**Save for Later**” in the scanner app.
- 7. Upload Saved Scans When Ready**
When the order is created (or available), go back to the scanner app and upload your saved scan(s) to the correct patient order.

Remember:

- You **must click "Scan Mobile" or scan an order’s QR Code** from a saved order **at least once every 5 days** to keep Offline Mode active.
- If you don’t see the **Offline Mode** button in the scanner app, it means the token has expired. Repeat steps 1–4 to reactivate it.
- **Upload saved scans as soon as possible** to avoid delays and ensure compatibility.

If you have any technical support issues, our team is here to help by emailing scannersupport@ohi.net