



## Installation Guide

*Version 6, Created January 28, 2020*

# ABOUT THIS GUIDE

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## REVISION HISTORY

This section contains a list of any significant changes that were made from the previously published version of this Guide, including a brief description of the change, the type of change made (i.e. Revision, New, or Deletion), a link to the location in the Guide where the change occurred, and any pertinent details relating to the change.

CHANGE	TYPE	LOCATION IN GUIDE	DETAIL
Updated section	Revision	<a href="#">ABOUT THIS GUIDE</a> and page footers throughout document.	Updated copyright information.
Updated section	Revision	<a href="#">REQUIREMENTS</a>	Removed mention alluding to the use of Port 80 as a requirement. Any port can be used for wbSCAN (non-secure connections only).
Updated section	Revision	<a href="#">INSTALL &amp; CONFIGURE THE WBSCAN SERVICE</a>	Changed Step 1 in the procedure to generalize the port selected for wbSCAN. Selected port does NOT have to be port 80 (unsecure connections only).

CHANGE	TYPE	LOCATION IN GUIDE	DETAIL
Updated section	Revision	Was: "Determine What Process is Monitoring Port 80"  Now: <a href="#">DETERMINE WHAT PROCESS IS MONITORING PORT</a>	Changed section title to encompass any port being used.
Updated section	Revision	<a href="#">DETERMINE WHAT PROCESS IS MONITORING PORT</a>	Changed section to encompass any port being used.

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# BEFORE YOU BEGIN

## SYMBOLS YOU SHOULD KNOW

The following symbols appear throughout this document:



Where displayed, this Information icon denotes important information regarding the subject matter at hand. The information is intended to provide helpful hints, references to other locations in the document to help further understanding about the current subject-matter, and/or include special requirements pertaining to specific subject-matter. It is important that the information provided be read and thoroughly understood before proceeding.



Where displayed, this Attention icon is intended to make the reader take special notice as the information provided is critical in nature to the subject matter at hand. It is not intended to lessen the importance of the information provided with the Information icon noted above; but to bring additional attention in situations of extreme necessity.



Where displayed, this Troubleshooting icon denotes helpful hints and tips for the subject matter at hand. The information in the troubleshooting tip is intended to provide helpful hints and resolutions for some of the more common issues that can occur during operation.

## PURPOSE

The purpose of this Guide is to provide installation instructions for wbSCAN™ for use as a quality assurance/verification tool to avoid costly assessments, and in conjunction with DAT-MAIL™'s Multi-Carrier Trailer Manifesting. User instructions are provided in the [wbSCAN User Guide](#).

## INTRODUCTION

wbSCAN expands DAT-MAIL's reach to our Client's shop floor. This is a light-weight webserver that allows the browser on network connected handhelds, tablets, and desktop computers to interact with their DAT-MAIL data in real time. Current functions include:

- Remotely trigger *PostalOne!*® payments for activated pallets using "Scan2Pay";
- Real-time trailer manifesting with LSC Logistics via the DIME™ interface;
- Alert if mailer attempt to add an origin pallet to a consolidation center manifest;
- Pallet warehouse inventory control;

**Before You Begin**

- Mail production visibility and metrics;
- Automating DAT-MAIL back office functions like paying for postage and changing piece weights;
- Quality assurance to avoid assessments, particularly nesting errors and undocumented pieces; and
- Improving shop floor productivity by providing tray tag and pallet placard reprinting functions..

## REQUIREMENTS

The requirements for installing wbSCAN are dependent on how wbSCAN is being used. wbSCAN can be used for quality assurance/verification purposes only. Mailers can also use wbSCAN in conjunction with the Multi-Carrier Trailer Manifesting function provided in DAT-MAIL. The table below provides information on what requirements are necessary for one or both use types.

REQUIREMENTS	wbSCAN USE	
	Quality Assurance / Verification	Multi-Carrier Trailer Manifesting
<b>SERVER</b>		
Installation of wbSCAN must occur on the same server where the DAT-MAIL program files reside (i.e. not on a workstation or a data server).  <b><i>The wbSCAN service <u>cannot</u> be executed on more than one computer.</i></b>	X	X
DAT-MAIL software version 21.19.08.13 (or newer) must be installed.	X	X
The DAT-MAIL software must be registered using a wbSCAN-specific registration key.	X	X
The DAT-MAIL/wbSCAN server must have a static IP address.	X	X
Adequate machine memory to support sessions for each device that will simultaneously access the service.	X	X
No other web server listening to the port selected for wbSCAN use (e.g. Port 80, or 443 – secure installations) on the DAT-MAIL server.	X	X
The port selected for wbSCAN use must be open to traffic originating on the network.	X	X
Wireless router for the shop floor (if using wireless devices)	X	X

REQUIREMENTS	wbSCAN USE	
	Quality Assurance / Verification	Multi-Carrier Trailer Manifesting
<b>SERVER (continued)</b>		
The following must be completed in DAT-MAIL before using wbSCAN: Carrier and Distribution Lists must be added, and the necessary settings completed in the Setup screen's Logistics tab for Non-LSC and/or LSC Users. Refer to the " <a href="#">Multi-Carrier Trailer Manifesting Setup &amp; User Guide</a> "; specifically, the "Getting Started" section for instructions.		X
Installation of the most recently published version of the Automation Scheduler™ with Auto Postal Updates plug-in (refer to <a href="#">OTHER COMPONENT INSTALLATION</a> for more information).		X
AWAM™ must be activated (requires an AWAM registration key) and set up in DAT-MAIL for Scan2Pay users incorporating automation into their workflow.		X
wbSCAN's Scan2Pay must be enabled and set up in DAT-MAIL.		X
For Scan2Pay users fully automating the postage payment process, PostalWeb Connector™ must be installed (requires a PostalWeb registration key) and configured for uploading Mail.dat files to <i>PostalOne!</i> . This also requires additional setup in DAT-MAIL.		X
<b>SCANNING DEVICES</b>		
<b>PC's and Tablets</b> using USB wired or Bluetooth "wedge" scanners (such as the <a href="#">Socket® Mobile Durascan D700</a> ).	X	X
<ul style="list-style-type: none"> <li>• <b>Wireless devices</b> – includes but is not limited to, most Windows® CE industrial devices with "keyboard wedge" browser functionality. These devices can be purchased new, refurbished or used: <ul style="list-style-type: none"> <li>~ ZEBRA™ TC-51 or TC-56;</li> <li>~ MOTOROLA™ models MC9090G; MC9200, MC9190, MC55A0; and</li> <li>~ Intermec® CK5.</li> </ul> </li> </ul>	X	X
<b>Smart Phones:</b> iOS® and Android™ devices require the Scandit® Keyboard Wedge app (inquire for details) or the <a href="#">Socket® Mobile Durascan D700</a> , and a hardened case and extended battery are strongly recommended.	X	X

## Other Software Documentation

Additional installation and/or setup of additional Window Book products called out in the table above is required for using many of the wbSCAN functions associated with Multi-Carrier Trailer Manifesting. Links to the product document for each are provided below.

- The “[Multi-Carrier Trailer Manifesting Setup & User Guide](#)”; specifically, the “Getting Started” section (REQUIRED).
- The “[AWAM Setup Guide](#)” (necessary for using Scan2Pay with automation).
- The “[AWAM User Guide](#)” (helpful for information on how AWAM works).
- The “[PostalWeb Connector Installation & User Guide](#)” (necessary for use with Scan2Pay if submitting Mail.dat files to *PostalOne!* for total automation).
- The “[DAT-MAIL MSSQL Installation & Update Guide](#)”; specifically, the “Getting Started in DAT-MAIL” and “Enabling the Automatic Upload Of Files To PostalOne! In DAT-MAIL” sections (necessary for use with Scan2Pay if submitting Mail.dat files to *PostalOne!* for total automation).



***Additional information pertaining to the installation of other software components and setup/configuration information is provided under [OTHER COMPONENT INSTALLATION](#) and [ADDITIONAL SETUP](#), respectively.***

# INSTALLATION

**!** *Make sure to read and fulfill the requirements for installing/using wbSCAN **before** beginning the installation process. Refer to [REQUIREMENTS](#) in this Guide for more information.*

**i** *wbSCAN runs as an “unsecure” application by default. To run it as a “secure” application, [contact Window Book](#).*

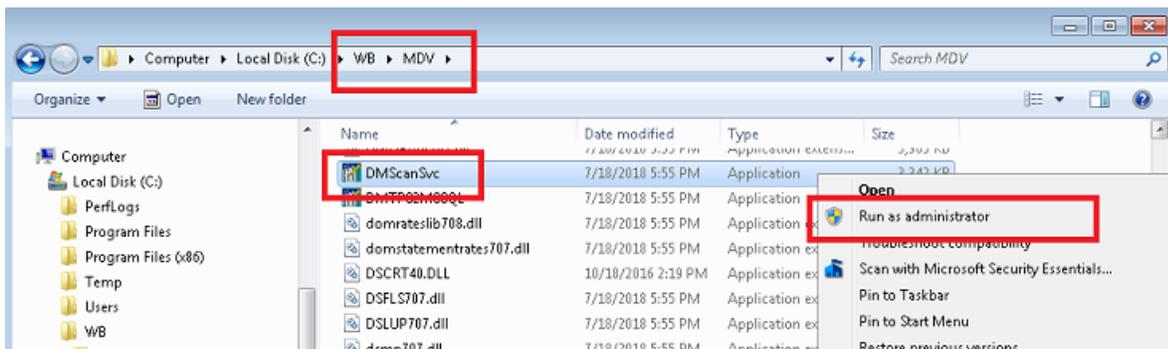
**i** *This document assumes that DAT-MAIL has already been installed and configured for use.*

## INSTALL & CONFIGURE THE WBSCAN SERVICE

The installation and configuration of the wbSCAN service is the same no matter how wbSCAN is intended to be used – either for quality assurance/verification purposes or as part of Multi-Carrier Trailer Manifesting.

To install the wbSCAN service, perform the following:

1. Check to make sure some other service is not already listening on the port intended for wbSCAN (e.g. port 80). For example, if there is already another webserver installed (e.g. IIS), this may already be happening. If so, the port that wbSCAN listens to might require changing.
  - A. Using Windows® Explorer, navigate to the ‘...\WB\MDV\’ folder on the DAT-MAIL server. Locate the “DMScanSvc” application file. Right-click on the file and select ‘Run as Administrator’;

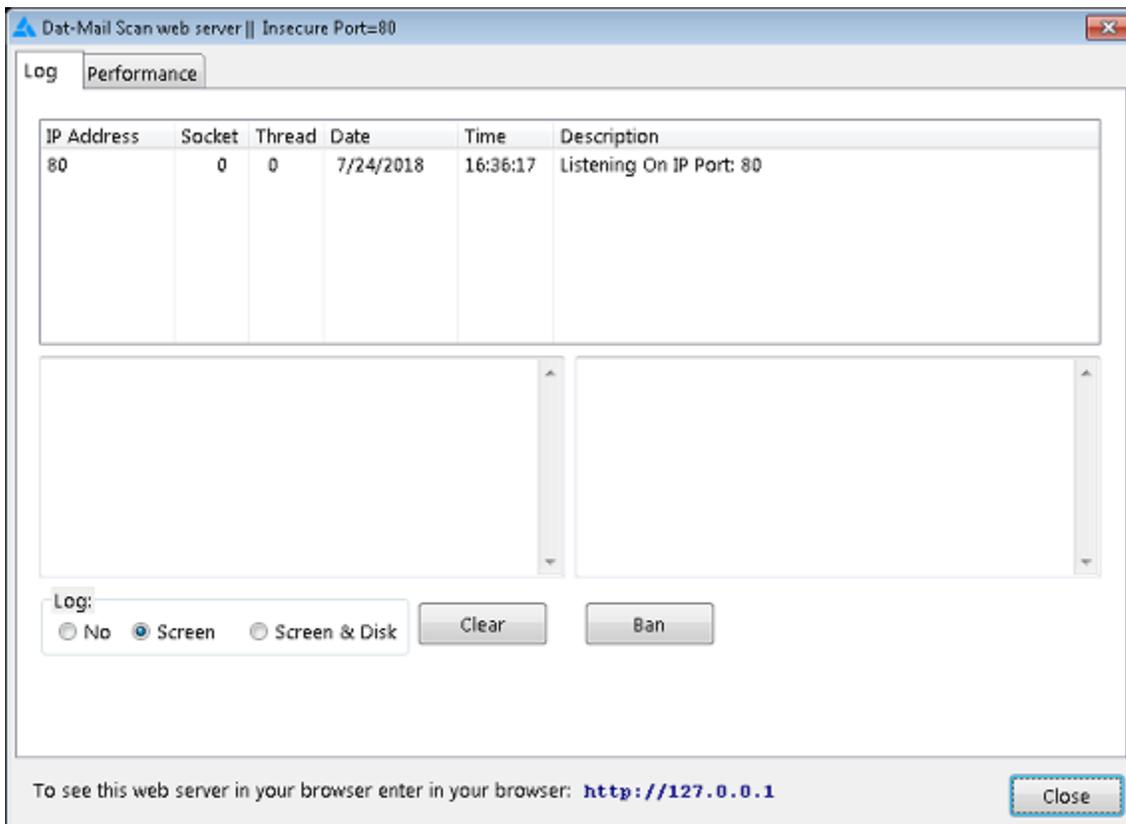


## Installation

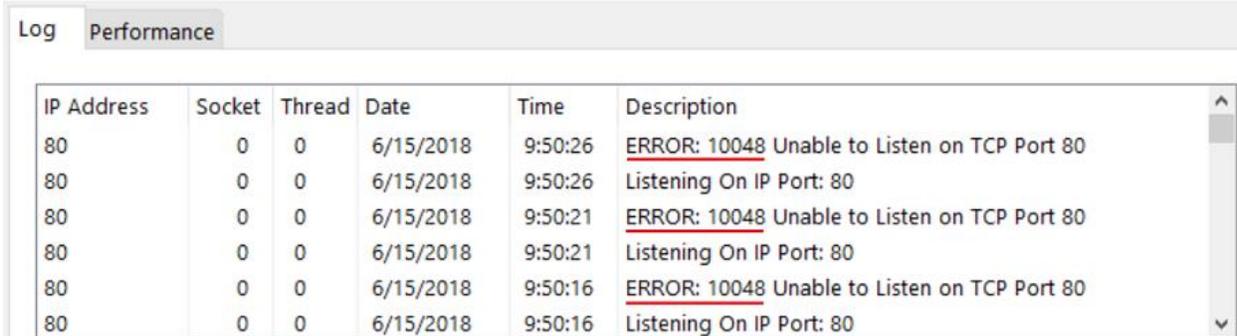
- B. When running the application for the first time, a *Windows Security Alert* may display. If not already checked, enable (i.e. check) the option to allow DMScanSvc to communicate on Private Networks and Public Networks. Click the **Allow Access** button to continue;



- C. The *DAT-MAIL Scan web server || Insecure Port=NN* will display (e.g. port 80). If no errors are reported, click the **Close** button and proceed to Step 2 below.



This screen should not contain any errors; particularly, 'Error 10048'. Example:



IP Address	Socket	Thread	Date	Time	Description
80	0	0	6/15/2018	9:50:26	<u>ERROR: 10048</u> Unable to Listen on TCP Port 80
80	0	0	6/15/2018	9:50:26	Listening On IP Port: 80
80	0	0	6/15/2018	9:50:21	<u>ERROR: 10048</u> Unable to Listen on TCP Port 80
80	0	0	6/15/2018	9:50:21	Listening On IP Port: 80
80	0	0	6/15/2018	9:50:16	<u>ERROR: 10048</u> Unable to Listen on TCP Port 80
80	0	0	6/15/2018	9:50:16	Listening On IP Port: 80

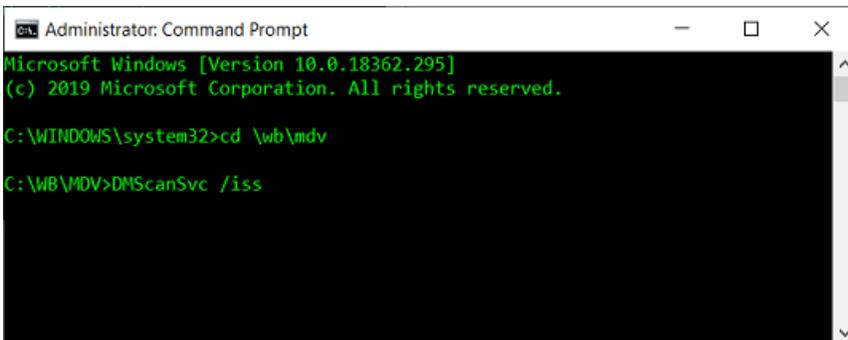
The most common source for this error (if it does display), is that 'DMScanSvc' is already installed as a service and is running. Navigating to 'Services' via the Control Panel > Administrative Tools, and stop the service, the errors will stop.

 **If a problem is being reported and it is not the problem noted above, [contact Window Book](#).**

2. Install the DMScanSvc, service.
  - A. As an administrator, go to a command prompt on the server where DAT-MAIL's product files are installed (not the data server);
  - B. Type in, "cd \wb\mdv" (no quotation marks and a single, blank space between "d" and "\") on the drive DAT-MAIL is installed on; and

 **In the screen image below, DAT-MAIL is installed on the "C" drive. This can vary by Client.**

- C. Then type, "DMScanSvc /iss" (no quotation marks and a single, blank space between "c" and "/") and press **ENTER** on the keyboard. No confirmation will display on the screen when the service is installed.

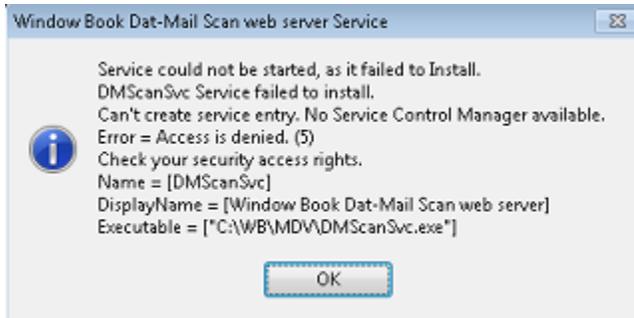


```
Administrator: Command Prompt
Microsoft Windows [Version 10.0.18362.295]
(c) 2019 Microsoft Corporation. All rights reserved.

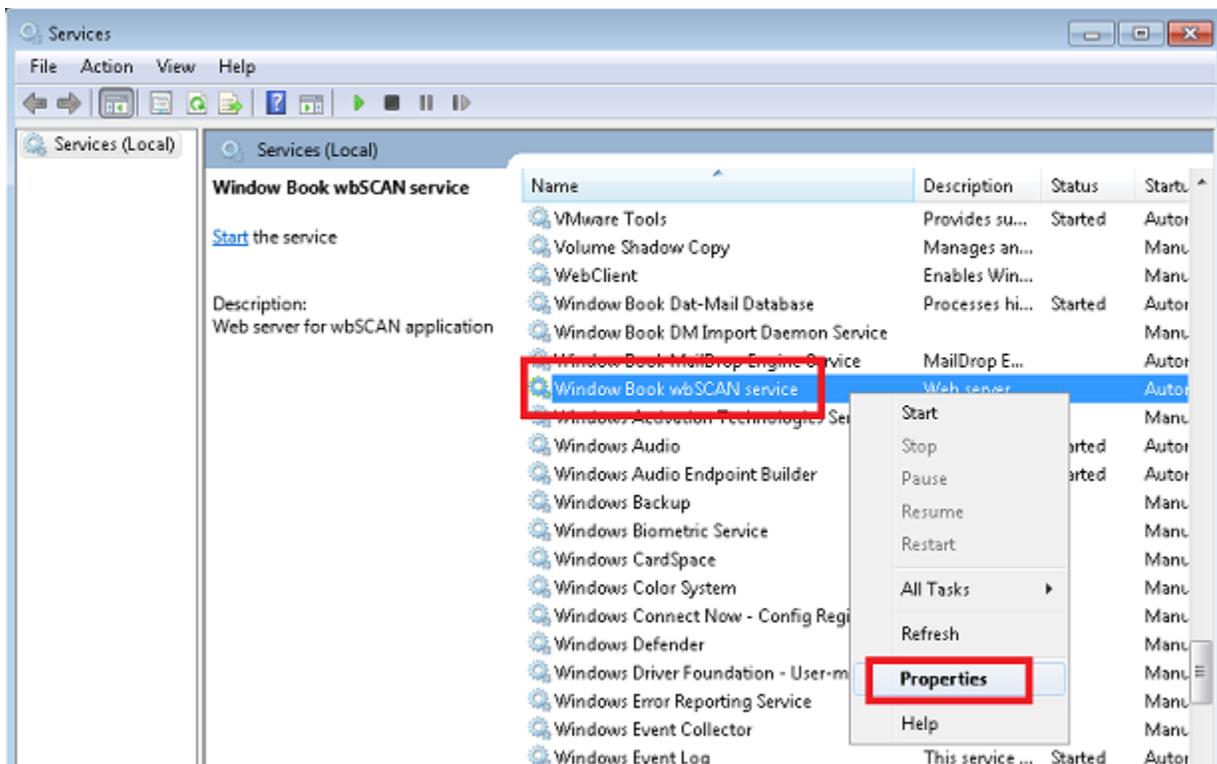
C:\WINDOWS\system32>cd \wb\mdv
C:\WB\MDV>DMScanSvc /iss
```

## Installation

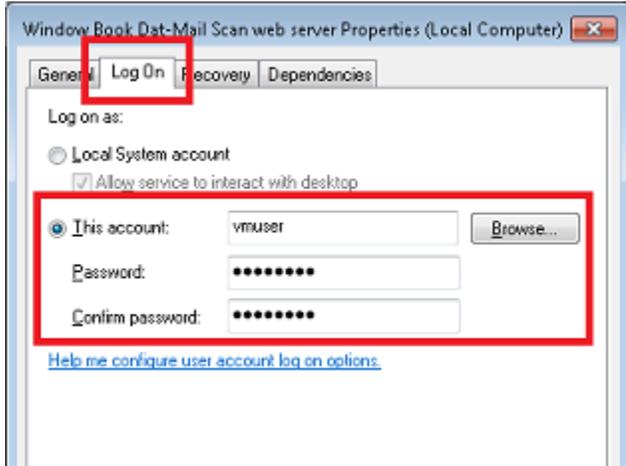
 **If the log on credentials used on the server do not have administrator rights, the following error will display. Click the OK button to resolve the dialog and log on to the server using administrator credentials. Repeat Step 2 in it's entirety.**



3. Change the DMScanSvc login.
  - A. On the server, launch 'Services' from the Control Panel;
  - B. Locate the "Window Book wbSCAN service" in the list. Right-click on the service and select 'Properties';



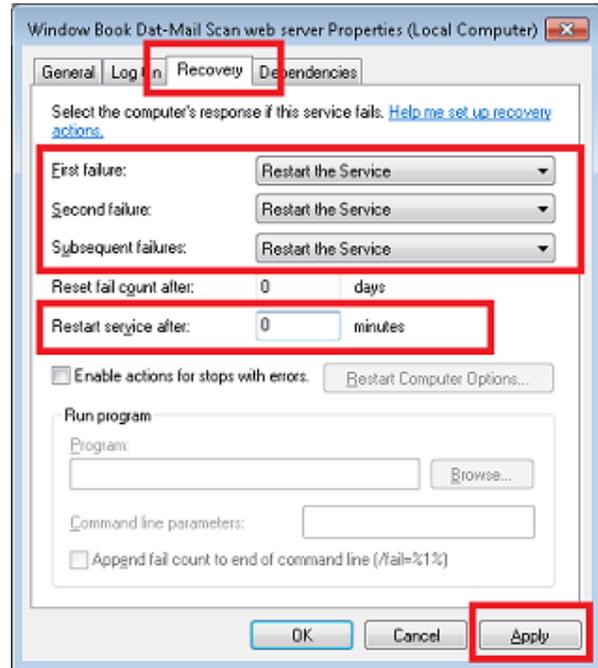
- C. Select the 'Log On' tab and then the option 'This account'. Enter the login and password the Client will be using for the "Window Book Dat-Mail Scan web server", service;



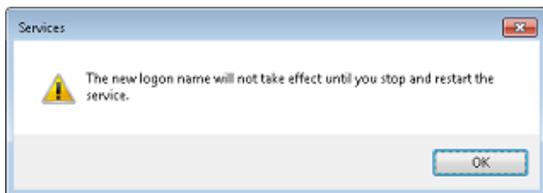
- D. Select the 'Recovery' tab and set the three failure actions to "Restart the Service".

In addition, make sure the "Restart services after" option is set to 0 minutes.

When finished, click the **Apply** button;

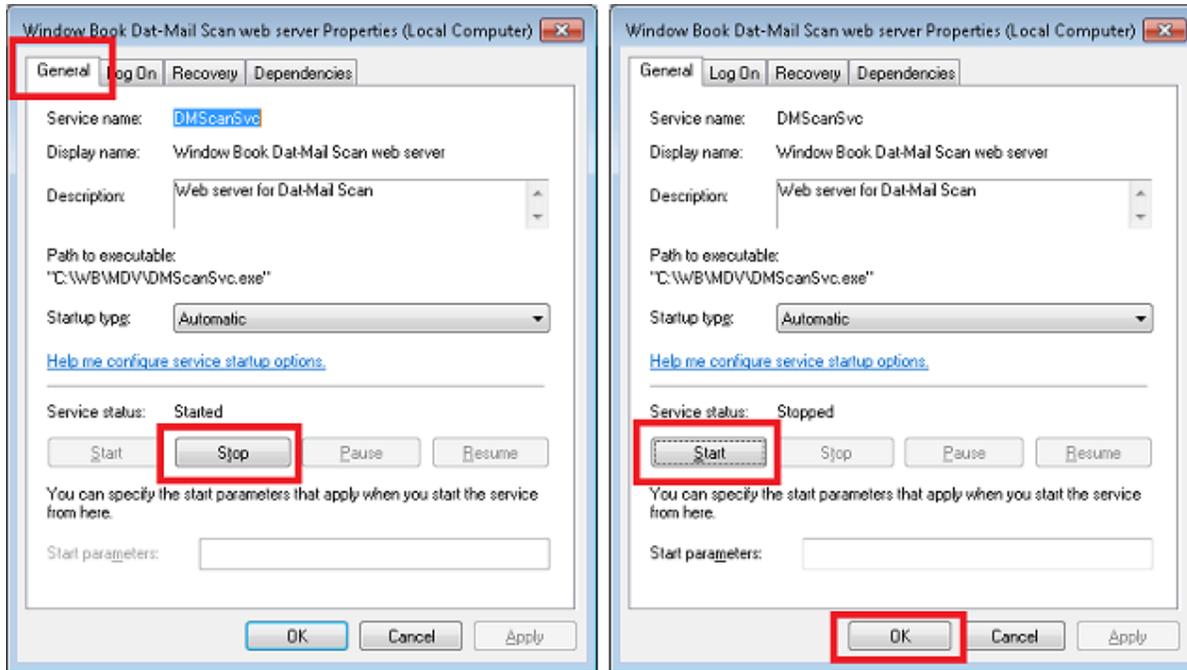


- E. A Services dialog will display. Click the **OK** button to resolve the dialog;



## Installation

- F. Select the 'General' tab. Click the **Stop** button to stop the service. Once the service is stopped, click the **Start** button and make sure there are no errors returned. Click the **OK** button when finished.



#### 4. Test wbSCAN.

- A. Open a web browser (use Chrome if it is available);
- B. Enter "127.0.0.1" (no quotation marks) as the web address;
- C. The wbSCAN user interface (UI) will display. Click the **Login** button;





If the following message displays after attempting to login to wbSCAN, the key DAT-MAIL is registered with does not include rights to wbSCAN. [Contact Window Book Client Services](#) to obtain an appropriate registration key.



- D. Enter the login credentials as dictated by the Security function in DAT-MAIL, i.e. Login = ADMIN, password = ADMIN. Click the **Login** button.

▼ Login

Login:

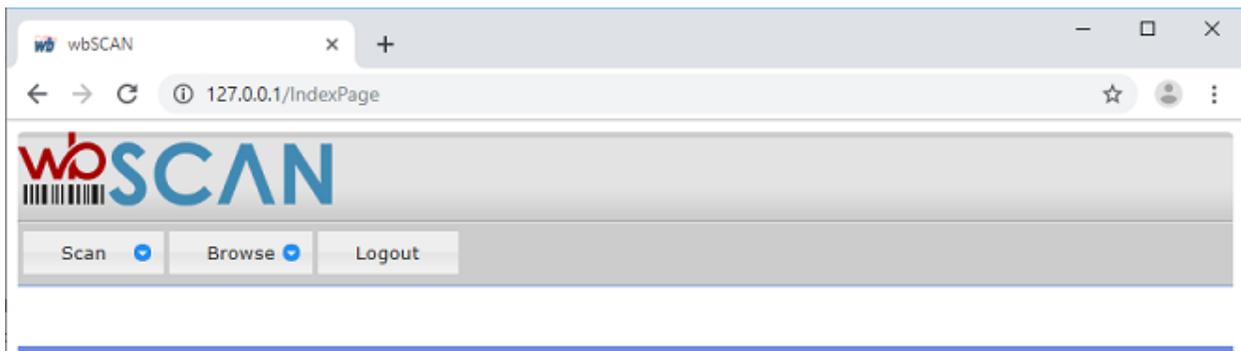
Password:

✓ Login



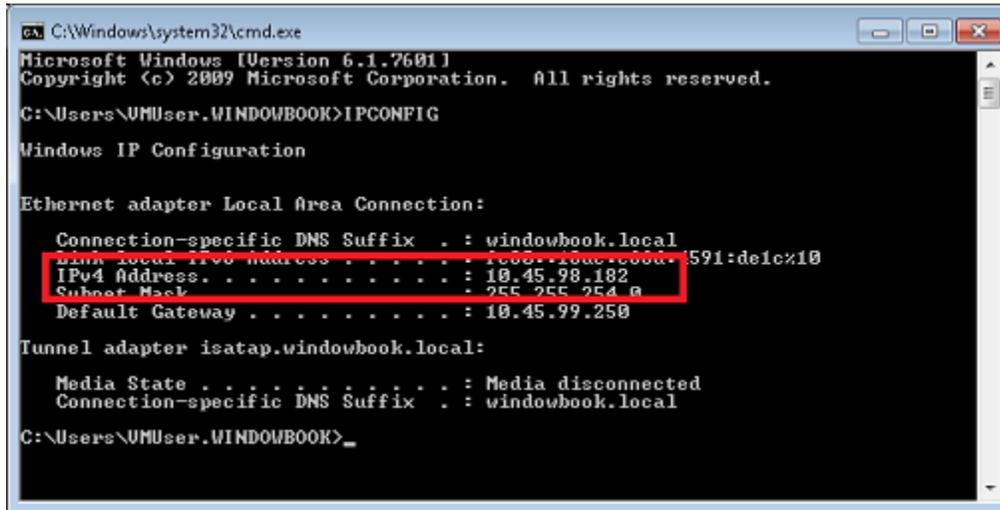
Clients can control who gains access to their wbSCAN application through the 'Security' function in DAT-MAIL. This also includes changing the default "ADMIN" login credentials. Refer to the [DAT-MAIL Security User Guide](#) for more information.

wbSCAN's main or home screen will display.



## Installation

5. Determine the private IP address of the server.
  - A. On the server, launch a command prompt;
  - B. Type IPCONFIG and press ENTER on the keyboard; and
  - C. Write down the IPv4 IP address.



```
C:\Windows\system32\cmd.exe
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\UMUser.WINDOWBOOK>IPCONFIG

Windows IP Configuration

Ethernet adapter Local Area Connection:

    Connection-specific DNS Suffix . : windowbook.local
    Link-local IPv6 Address . . . . . : fe80::43ac::800a:591:de1c%10
    IPv4 Address. . . . . : 10.45.98.182
    Subnet Mask . . . . . : 255.255.254.0
    Default Gateway . . . . . : 10.45.99.250

Tunnel adapter isatap.windowbook.local:

    Media State . . . . . : Media disconnected
    Connection-specific DNS Suffix . : windowbook.local

C:\Users\UMUser.WINDOWBOOK>
```

6. Access wbSCAN from a network device.
  - A. On a network device, open a web browser (Window Book recommends using Chrome if it is available);
  - B. Enter the IPv4 IP address from Step 5 above as the web address; and
  - C. Bookmark this in the browser as “wbSCAN”.

 **For mailers using wbSCAN for quality assurance/verification purposes only, the installation and setup of wbSCAN is complete. For user instructions, refer to the [“wbSCAN User Guide”](#).**

## OTHER COMPONENT INSTALLATION

wbSCAN relies on other Window Book software components to have access to certain data and be able to perform certain tasks when using it in conjunction with Multi-Carrier Trailer Manifesting. Information pertaining to the installation of these software components is documented in this section. Setup and/or configuration information is provided under [ADDITIONAL SETUP](#).

## Automation Scheduler

The Automation Scheduler with the Auto Postal Updates plug-in is required for downloading and updating Facility data. This data is necessary to be able to display/select Entry Points when creating and defining manifests for Direct Trailers.

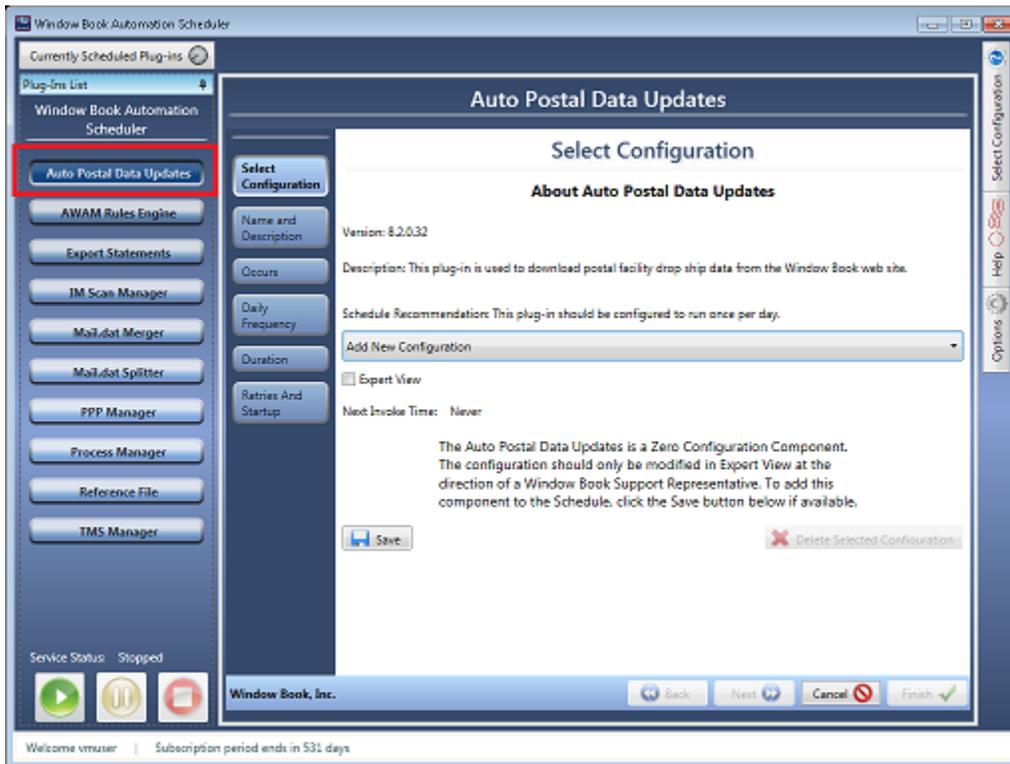
Refer to the “[Automation Scheduler System Guide](#)” for installation instructions. Information for configuring the Auto Postal Updates Plug-in is provided under [AUTOMATION SCHEDULER](#) in the [ADDITIONAL SETUP](#) section in this Guide.



**Installation should occur on the same machine that the wbSCAN service is installed on.**



**For many DAT-MAIL Clients, the Automation Scheduler and the Auto Postal Update plug-in is already installed/configured. If this is the case, wbSCAN Clients can skip this step of the wbSCAN installation process.**



## AWAM

AWAM is necessary for mailers who intend to use wbSCAN's 'Scan2Pay' function and intend to either partially or fully automate the process. To be able to use AWAM, it must be registered and activated in DAT-MAIL on the server where DAT-MAIL and wbSCAN are installed. For instructions on how to register and activate AWAM refer to the "[AWAM Setup Guide](#)".



*Refer to [Scan2Pay & Paying Postage](#) for information pertaining to any necessary setup in AWAM for Scan2Pay.*

## PostalWeb Connector

PostalWeb Connector is necessary for mailers who intend to use wbSCAN's 'Scan2Pay' function and intend on fully automating the process by using the software to automatically upload Mail.dat files to *PostalOne!*.

To be able to do this, PostalWeb Connector must be installed and registered on the same server where DAT-MAIL and wbSCAN are installed. For instructions on how to install and register PostalWeb Connector, refer to the "[PostalWeb Connector Installation & User Guide](#)".



*Refer to [POSTALWEB CONNECTOR](#) under [ADDITIONAL SETUP](#) in this Guide for information pertaining to any necessary setup of the PostalWeb Connector software.*

# ADDITIONAL SETUP

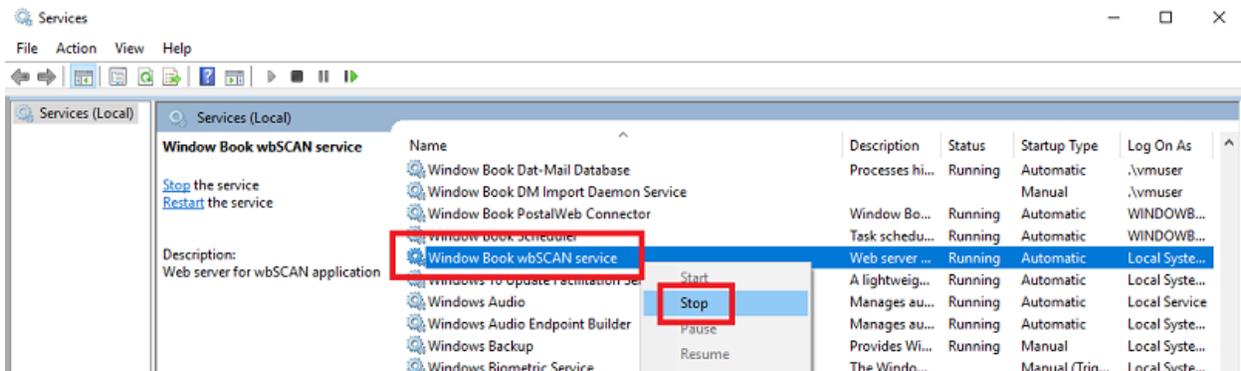
This section documents how to increase the amount of time before a session of wbSCAN time's out, requiring the user to log back in again. In addition, information pertaining to the additional setup of the other software components that are necessary for having access to certain data and being able to perform certain tasks in wbSCAN when using it in conjunction with DAT-MAIL's Multi-Carrier Trailer Manifesting.

**i** Information pertaining to the installation of these components is provided under **OTHER COMPONENT INSTALLATION** in this Guide.

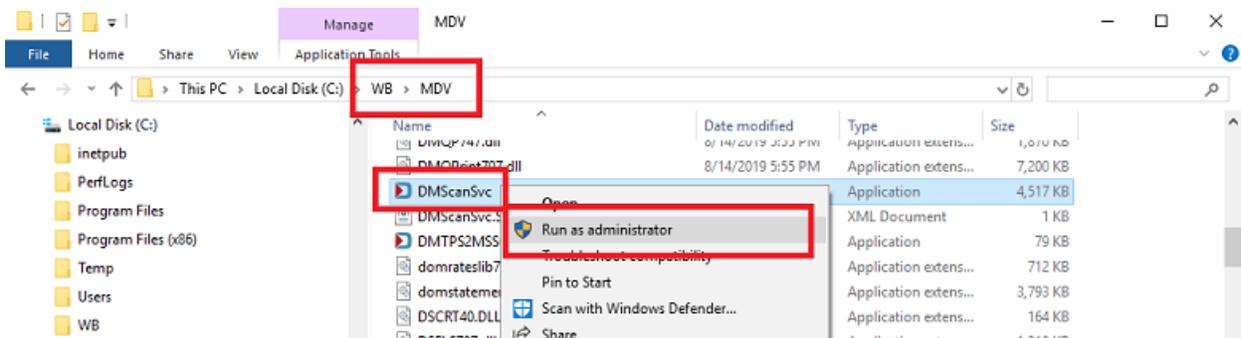
## SESSION TIME OUT

The default session timeout for wbSCAN is 15 minutes. If a login is idle for 15 minutes, wbSCAN will require the user to login again to be able to continue to use the application. The Client can adjust the default timeout of 15 minutes if they wish. To change the default session timeout...

1. Stop the 'Window Book wbSCAN service' from within Control Panel > Administrative Tools > Services;

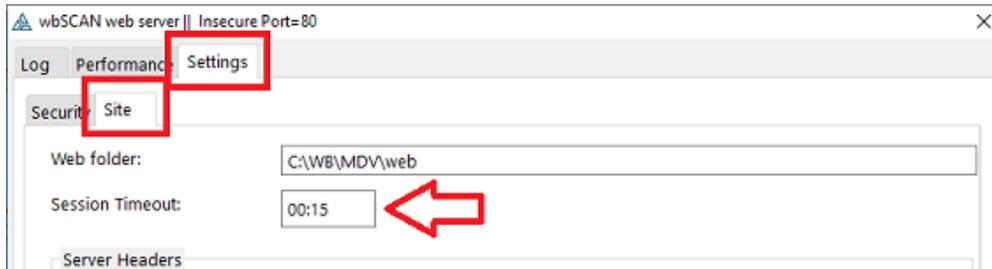


2. Right-click on the "DMScanSvc.exe" file on the DAT-MAIL server and select 'Run as administrator'. The executable file is located in the '...\WB\MDV' folder;



## Additional Setup

3. The *wbSCAN web server* screen will display. Select the 'Settings' tab, and then the 'Site' tab that's within the 'Settings' tab. Make the desired adjustment to the 'Session Timeout' (default is 15 minutes). Click the **Close** button to save the changes; and



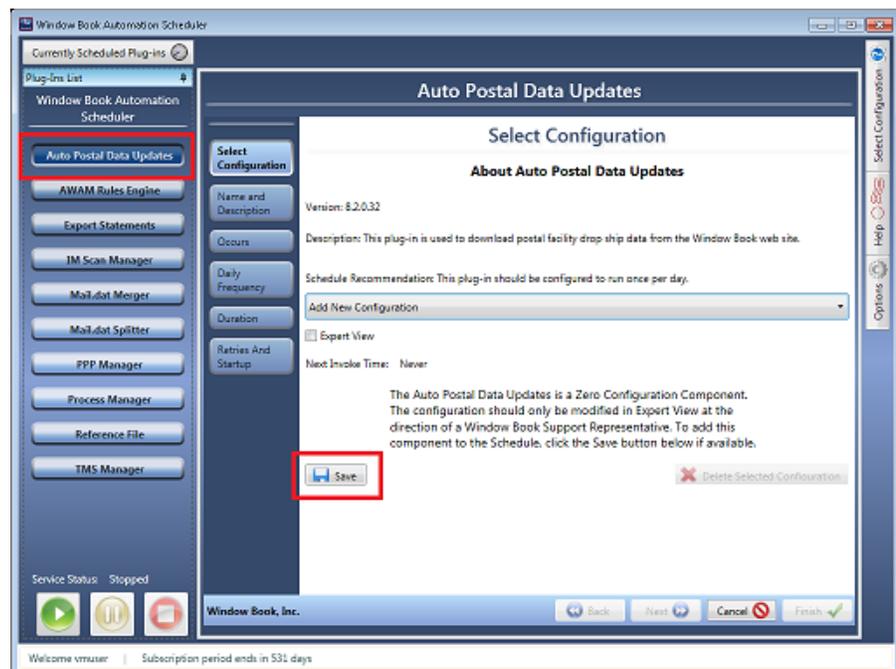
4. Make sure to start the 'Window Book wbSCAN service'.

## AUTOMATION SCHEDULER

The Automation Scheduler with the Auto Postal Updates plug-in is required for downloading and updating Facility data. This data is necessary to be able to display/select Entry Points when creating and defining manifests for Direct Trailers.

No end-user configuration of the Auto Postal Updates plug-in is necessary except to click the **Save** button on the plug-in's main screen after the installation and registration of the Automation Scheduler is complete.

Refer to the "[Automation Scheduler System Guide](#)" for instructions; specifically, the section titled "Auto Postal Updates Plug-in".



**For many DAT-MAIL Clients, the Automation Scheduler and the Auto Postal Update plug-in is already installed/configured. If this is the case, wbSCAN Clients can skip this step of the wbSCAN configuration process.**

## DAT-MAIL SETUP REQUIREMENTS

There are setup procedures in DAT-MAIL that are required for all users before using wbSCAN in conjunction with Multi-Carrier Trailer Manifesting including, but not limited to, adding carrier information and distribution center(s). There are additional setup requirements that differ for generic users (i.e. non-LSC users) and LSC users. All setup information is provided in the [“Multi-Carrier Trailer Manifesting Setup & User Guide”](#); specifically, the “Getting Started” section.

**!** *Make sure to read, understand, and implement the applicable instructions found in the “Getting Started” section of the “Multi-Carrier Trailer Manifesting Setup & User Guide” before attempting to use wbSCAN!*

Other wbSCAN functions requiring setup in DAT-MAIL are documented below.

### Scan2Pay & Paying Postage

To use the Scan2Pay function and to pay postage via AWAM, the functions must be enabled in DAT-MAIL.

If Scan2Pay is not enabled in DAT-MAIL, the ‘Scan2Pay’ tab will not display in wbSCAN’s *Activate Pallets* screen.

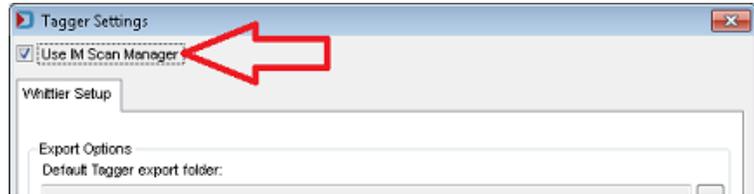


To enable these functions, from DAT-MAIL’S main screen, select the ‘Other Programs’ > ‘IM Scanning’ > ‘Tagger Interface Setup’ menu options.

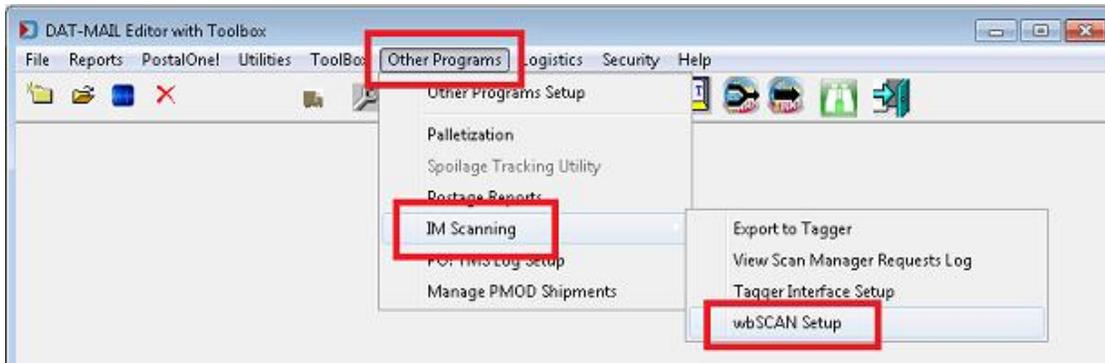


## Additional Setup

The *Tagger Settings* screen will display. Enable (i.e. check) the 'Use IM Scan Manager' option. Click the **OK** button to save the changes and close the screen.

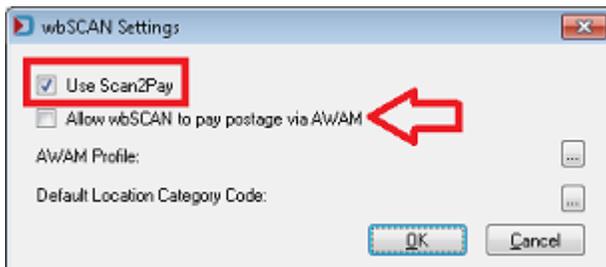


Next, select the 'Other Programs' > 'IM Scanning' > 'wbSCAN Setup' menu options.

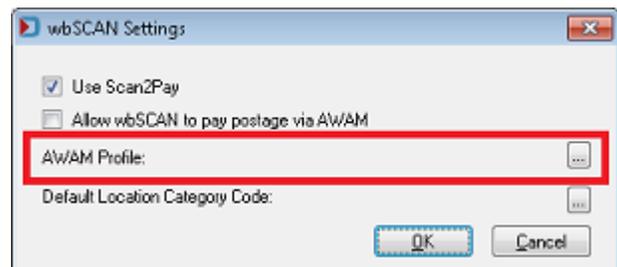


The *wbSCAN Setup* screen will display. Enable (i.e. check) the 'Use Scan2Pay' option. Enabling this option also enables the 'Allow wbSCAN to pay postage via AWAM' option. Select (i.e. check) the pay postage via AWAM™ option if desired.

**i** *This procedure assumes AWAM is already registered and activated in DAT-MAIL. Refer to [AWAM](#) in this Guide for more information.*

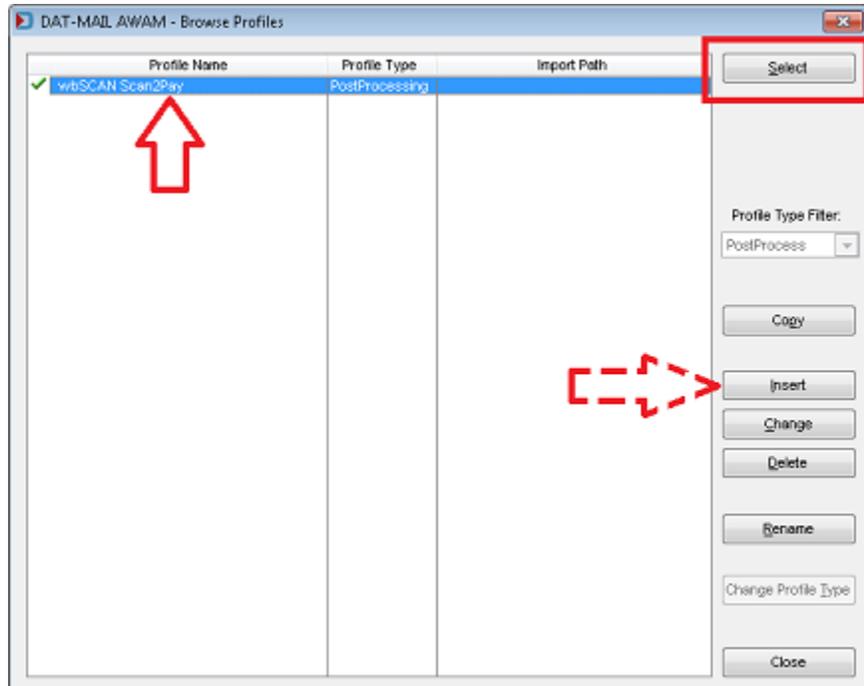


If the option to allow wbSCAN to pay postage via AWAM is enabled (i.e. checked), use the browse button to select a specific AWAM post processing profile to use Scan2Pay to generate statements and export payment submissions to *PostalOne!*®.

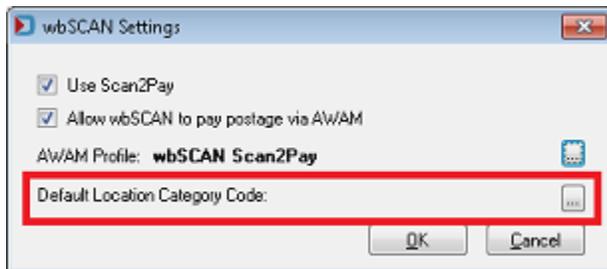


The *DAT-MAIL AWAM Browse Profiles* screen will display. Highlight an existing AWAM Post Processing profile and click the **Select** button or click the **Insert** button to create a new profile.

Refer to [Creating An AWAM Post Process Profile](#) for instructions on how to create the profile.

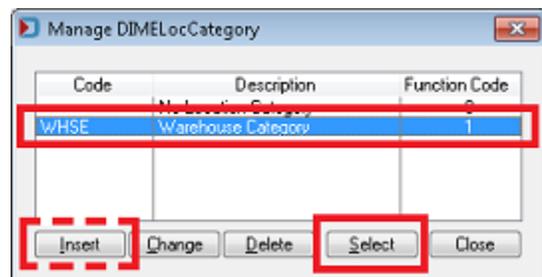


Use the browse button to create and/or select a default 'Location Category Code' that will be assigned to any newly scanned location in wbSCAN. This will negate the need for a look-up of a location category code on the *wbSCAN Location Edit* screen (unless it needs to be changed).



The *Manage DIMELocCategory* screen will display. Highlight an existing Location Category and click the **Select** button or click the **Insert** button to create a new category.

Refer to [Creating A Default Location Category](#) for instructions on how to create and select a default location category.

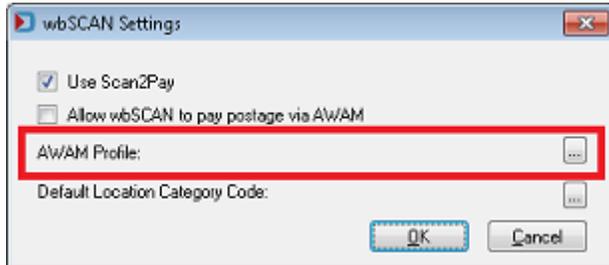


**IMPORTANT:** If changes are made to the *wbSCAN* settings, the “*Window Book DAT-MAIL Scan Service*” (i.e. *Windows Services*) must be stopped and then restarted before the changes will take effect.

## Additional Setup

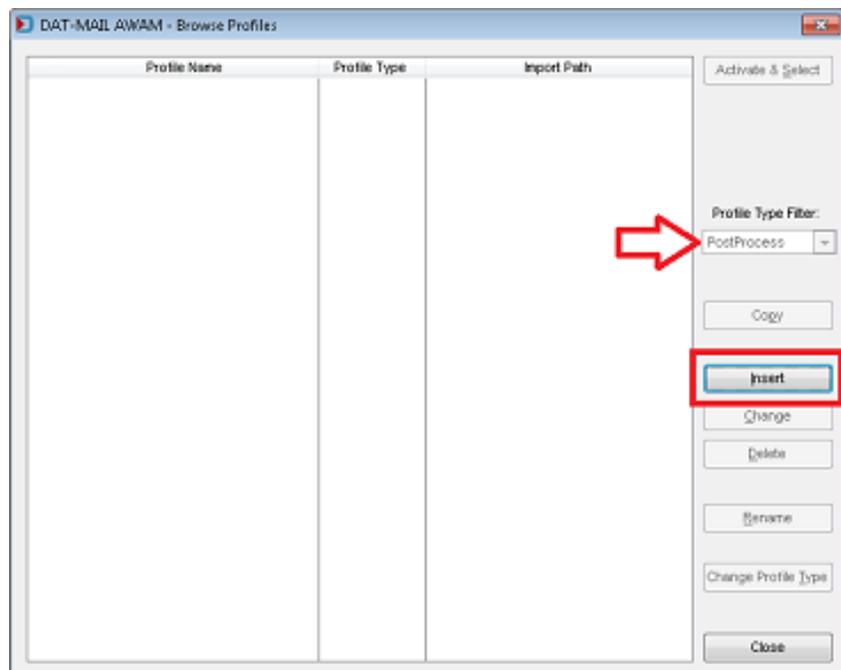
### CREATING AN AWAM POST PROCESS PROFILE

If a mailer chooses to have wbSCAN pay their postage using AWAM, they will need to create a post process profile. They should click the browse button in the *wbSCAN Settings* screen to create the profile.



**i** *The profile can also be created through AWAM directly (within AWAM, click the EDIT PROFILES button, then click the INSERT button and select 'New Post Process Profile'); however, for the purpose of this document, the profile is being created via the 'wbSCAN Settings' screen.*

The DAT-MAIL AWAM – Browse Profiles screen will display. Click the **Insert** button (the profile type of 'post process' is selected automatically).

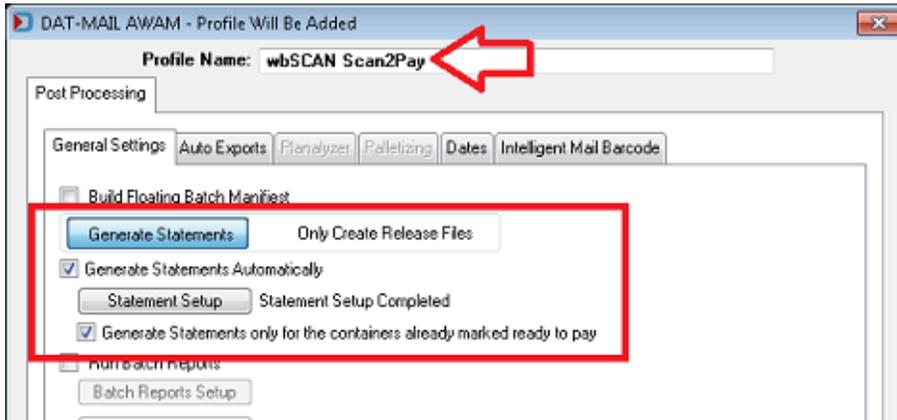


Once a new profile screen is launched, enter a Profile Name. Enter a name that easily identifies the profile's purpose (e.g. "wbSCAN Scan2Pay").

'General Settings' tab:

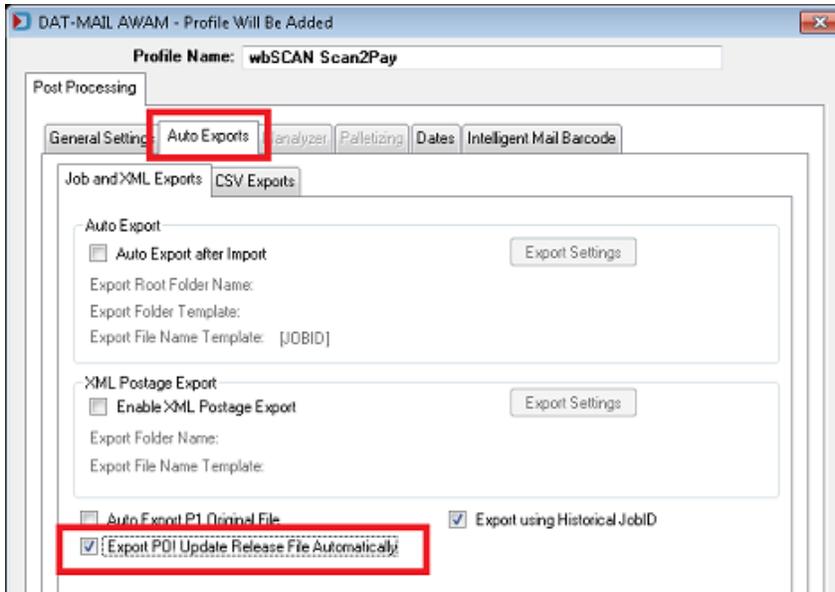
- Determine whether statements should be generated (i.e. select the 'Generate Statements' option) or if the system should only create release files (i.e. select the 'Only Create Release Files' option);

- Select (check) the option 'Generate Statements Automatically';
- Perform the Statement Setup or Release Mail Setup (depending on which option was enabled (first bulleted item in this list) by clicking the appropriate, corresponding button (you can print statements or quick statements) automatically)); and
- Select (check) the option 'Generate Statements only for that contains already marked ready to pay'.



'Auto Exports' tab:

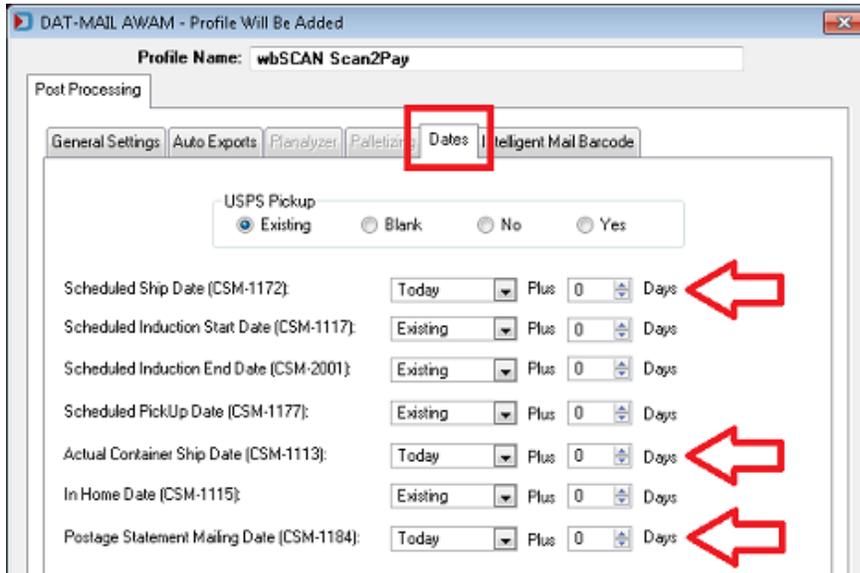
- Select (check) the option 'Export PO! Update Release File Automatically'.



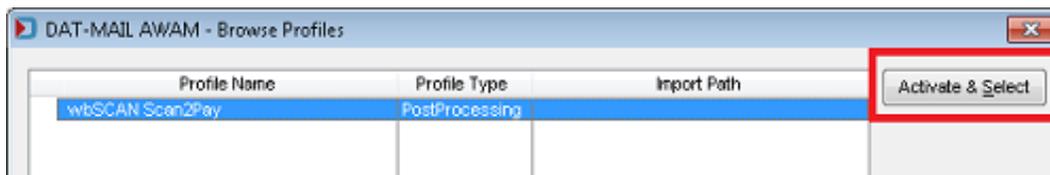
## Additional Setup

'Dates' tab:

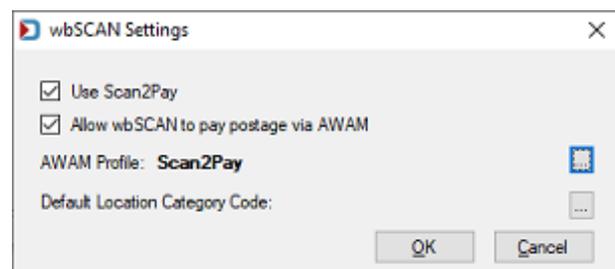
- Use the options in the 'Dates' tab to update the dates in the Mail.dat file to reflect the scan date as the ship date or payment date. The 'Scheduled Ship Date', 'Actual Container Date', and 'Postage Statement Mailing Date' should be set to "Today". If the intent is processing to ship tomorrow, add 1 day to each setting (i.e. "Today" + "1" day).



When finished, click the **OK** button to save and close the new AWAM post process profile. The *DAT-MAIL AWAM – Browse Profiles* screen will display. Select (highlight) the newly created post process profile and click the **Active & Select** button.



The *DAT-MAIL AWAM – Browse Profiles* screen will close and the *wbSCAN Settings* screen will display. The name of the newly created/selected 'AWAM Profile' will show on the screen (e.g. "wbSCAN Scan2Pay"). Click the **OK** button to close the screen.



**IMPORTANT:** If changes are made to the *wbSCAN* settings, the "Window Book *DAT-MAIL Scan Service*" (i.e. *Windows Services*) must be stopped and then restarted before the changes will take effect.



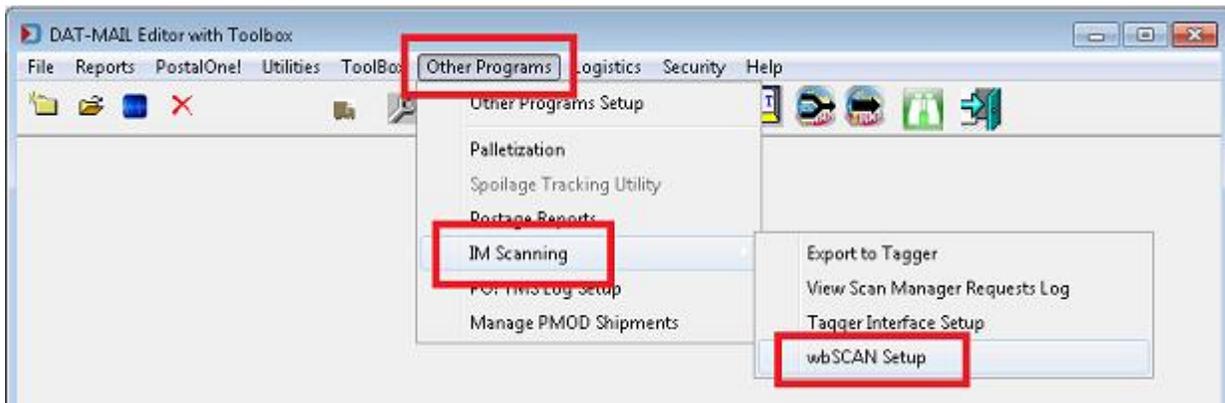
Fully automating the *Scan2Pay* process requires the automatic upload of *Mail.dat* files to *PostalOne!* Refer to [POSTALWEB CONNECTOR](#) in this Guide for more information.

## CREATING A DEFAULT LOCATION CATEGORY

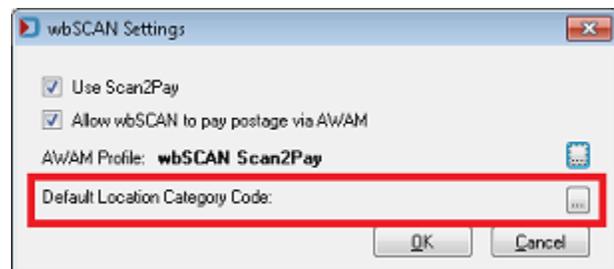
Specifying a default location category code in DAT-MAIL will negate the need for a look-up of a location category code in the wbSCAN *Update Location* screen (unless it needs to be changed).



To create and select a default location category in DAT-MAIL, select the 'Other Programs' > 'IM Scanning' > 'wbSCAN Setup' menu options.

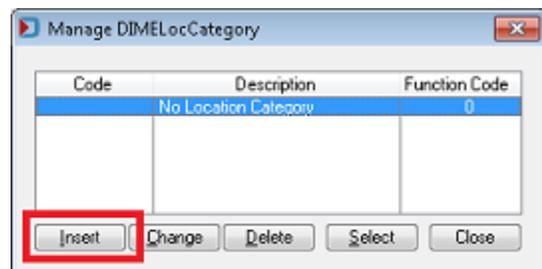


The *wbSCAN Settings* screen will display. Use the browse button to create and/or select a default 'Location Category Code' that will be assigned to any newly scanned location in wbSCAN.



The *Manage DIMELocCategory* screen will display. Click the **Insert** button.

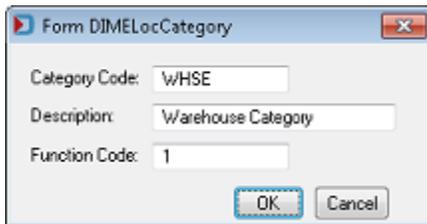
**i** *If the desired Location Category already exists, highlight it and click the SELECT button.*



## Additional Setup

The *Form DIMELocCategory* screen will display. Enter the following:

- ‘Category Code’: A brief description or abbreviation that will be used to identify the category and can be used as a column header on a report (e.g. “WHSE”);
- ‘Description’: Describe the Category (e.g. “Warehouse Category”); and
- ‘Function Code’ (e.g. “1”): A numeric value that stands for a specific production function that could be tied to multiple category codes.



Form DIMELocCategory

Category Code: WHSE

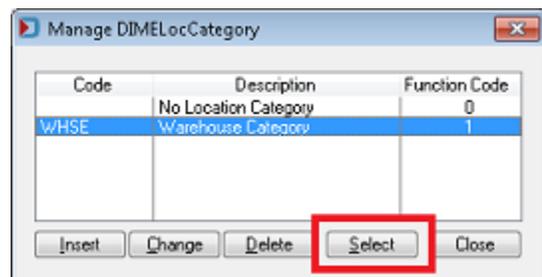
Description: Warehouse Category

Function Code: 1

OK Cancel

Click the **OK** button when finished.

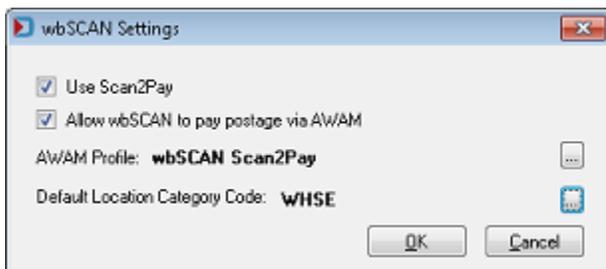
With the newly added Category Location highlighted, click the **Select** button.



Manage DIMELocCategory

Code	Description	Function Code
No Location Category		0
WHSE	Warehouse Category	1

Insert Change Delete **Select** Close



wbSCAN Settings

Use Scan2Pay

Allow wbSCAN to pay postage via AWAM

AWAM Profile: wbSCAN Scan2Pay

Default Location Category Code: WHSE

OK Cancel

The code specified for the selected Location Category will display in the ‘Default Location Category Code’ field in the *wbSCAN Settings* screen.

Click the **OK** button to close the screen.



**IMPORTANT:** If changes are made to the *wbSCAN* settings, the “Window Book DAT-MAIL Scan Service” (i.e. Windows Services) must be stopped and then restarted before the changes will take effect.

The Default Location Category Code specified in DAT-MAIL will auto-populate in *wbSCAN*’s *Update Location* screen for the user when a new location is scanned. The default code assigned to the location in *wbSCAN* can be changed if necessary, using the look-up function (i.e. ). Changing the code in *wbSCAN* does not change the code specified as the default in DAT-MAIL.



Update Location

General

Location:

Category: WHSE  Warehouse Category 

Save Cancel

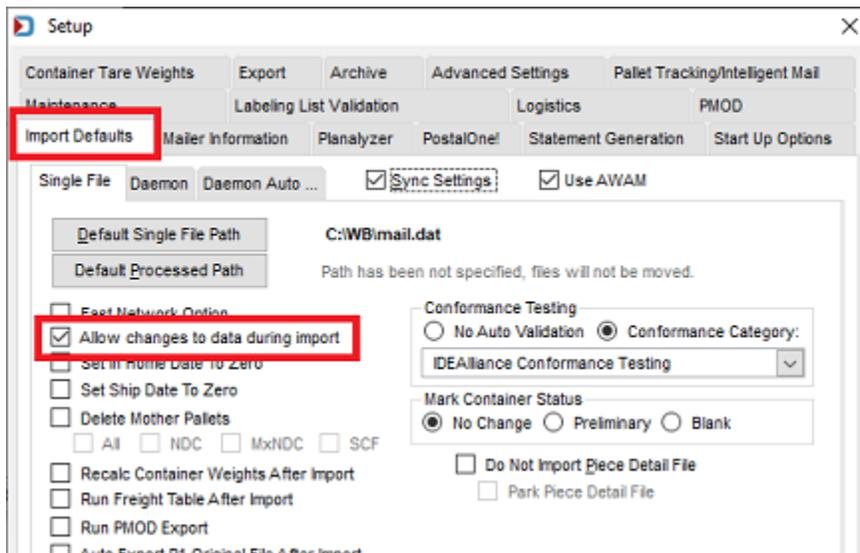
## DIME Users



The information provided in this section assumes DIME has already been setup/enabled in DAT-MAIL. Instructions for enabling DIME in DAT-MAIL are provided in the [“Multi-Carrier Trailer Manifesting Setup & User Guide”](#); specifically, the “Getting Started” section.

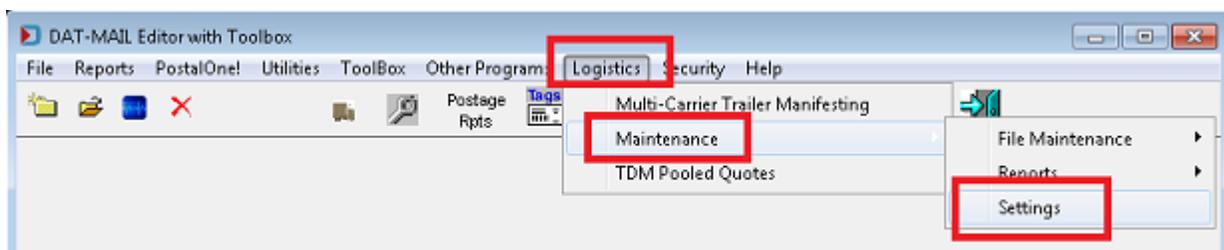


The ‘Allow changes to data during import’ option in DAT-MAIL’s “Setup” screen must be enabled (i.e. checked) for DIME users. The “Setup” screen is accessible via the ‘File’ menu > ‘Program Settings’ > ‘Program Setup’.



## AUTO-CREATE ORDERS

To enable the function that automatically creates orders when pallets are activated in wbSCAN, from DAT-MAIL’s main menu, select ‘Logistics’ > ‘Maintenance’ > ‘Settings’.



## Additional Setup

The *DIME Setup* screen will display. Select (i.e. check) the ‘wbSCAN will Auto-create orders when activating pallets’ option. Click the **OK** button to close the screen and save the new setting(s).

DIME setup

**Transportation System Access**

Test Only. Do not access production database.

User ID: AcmeDemo

Site ID: 12407

Password: .....

URL for Test Site: http://dynamail.lsc.com/dime/2.2.4/certification/dime.svc/basicText

URL for Production Site: http://dynamail.lsc.com/dime/2241/dime.svc/basicText

Default Carrier: LSC LSC for Dropship/Copal

Default Consolidation Facility: 11141 Bolingbrook

wbSCAN will Auto-create orders when activating pallets

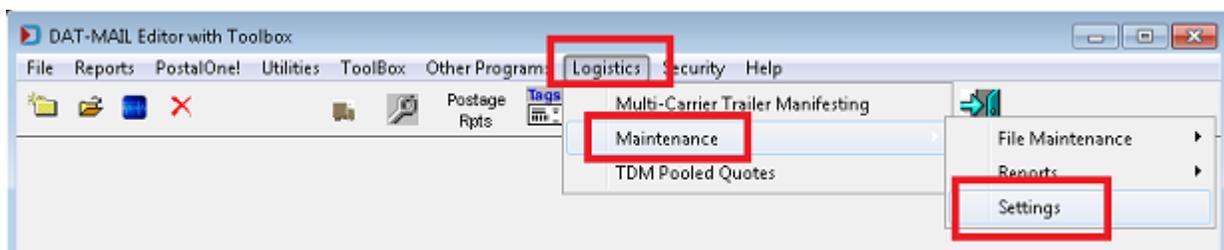
wbSCAN "Add pallets to Manifest" scan will update eBOL automatically

OK Cancel

## AUTOMATICALLY UPDATE EBOL

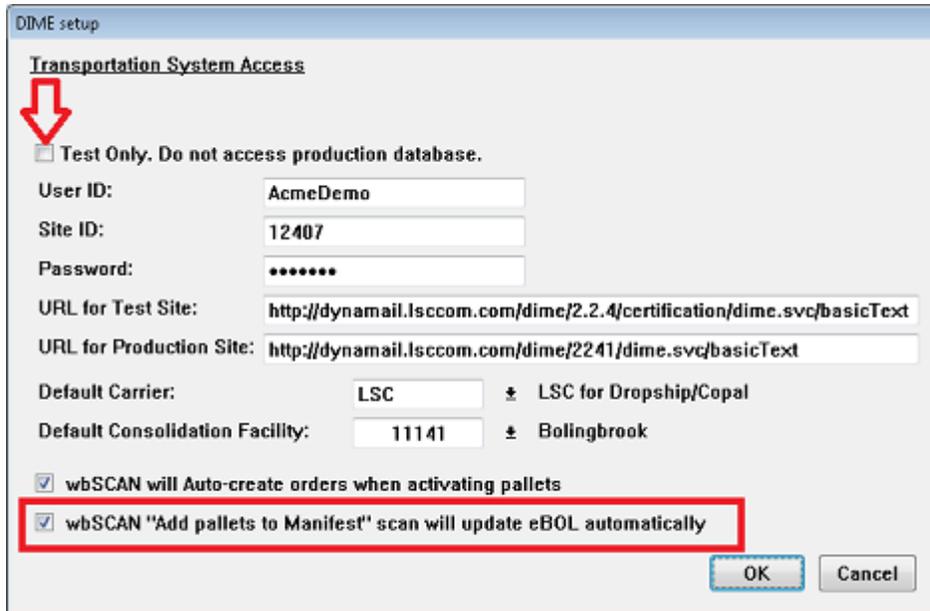
**i** The information provided in this section assumes DIME has already been setup/enabled in DAT-MAIL. Instructions for enabling DIME in DAT-MAIL are provided in the [“Multi-Carrier Trailer Manifesting Setup & User Guide”](#); specifically, the *“Getting Started”* section.

To enable the function that automatically updates the eBOL as pallets are scanned/added to a manifest in wbSCAN, from DAT-MAIL’s main menu, select ‘Logistics’ > ‘Maintenance’ > ‘Settings’.



The *DIME Setup* screen will display. Select (i.e. check) the ‘wbSCAN “Add pallets to Manifest” scan will updated eBOL automatically’ option. Click the **OK** button to close the screen and save the new setting(s).

 ***The ‘wbSCAN “Add pallets to Manifest” scan will updated eBOL automatically’ option can only be enabled (i.e. checked) if the DIME production database is being used. If the ‘Test Only’ option is selected, the ‘wbSCAN “Add pallets to Manifest” scan will updated eBOL automatically’ option will be grayed out.***



DIME setup

Transportation System Access

Test Only. Do not access production database.

User ID: AcmeDemo

Site ID: 12407

Password: .....

URL for Test Site: http://dynamail.lsc.com/dime/2.2.4/certification/dime.svc/basicText

URL for Production Site: http://dynamail.lsc.com/dime/2241/dime.svc/basicText

Default Carrier: LSC LSC for Dropship/Copal

Default Consolidation Facility: 11141 Bolingbrook

wbSCAN will Auto-create orders when activating pallets

wbSCAN "Add pallets to Manifest" scan will update eBOL automatically

OK Cancel

## POSTALWEB CONNECTOR

PostalWeb Connector is necessary for mailers who intend to use wbSCAN’s ‘Scan2Pay’ function and intend on fully automating the process by using the software to automatically upload Mail.dat files to *PostalOne!*.

To be able to do this, the PostalWeb Connector software must be configured to use DAT-MAIL, and the USPS PROD MDR Client must be created/configured. Refer to the [“PostalWeb Connector Installation & User Guide”](#) for instructions; specifically, the “DAT-MAIL Settings” and “MDR Client Configurations” sections.

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# TROUBLESHOOTING

## LOGS

wbSCAN is in active development and is logging almost every exception. The log file name is as follows: **WB\MDV\Data\DMScanSvcLogs\YYYYMMDD\_DMScanSvc\_log.txt** where YYYYMMDD represent current Year, Month and Day numbers. This is the first place to look for a reason of any problem reported.

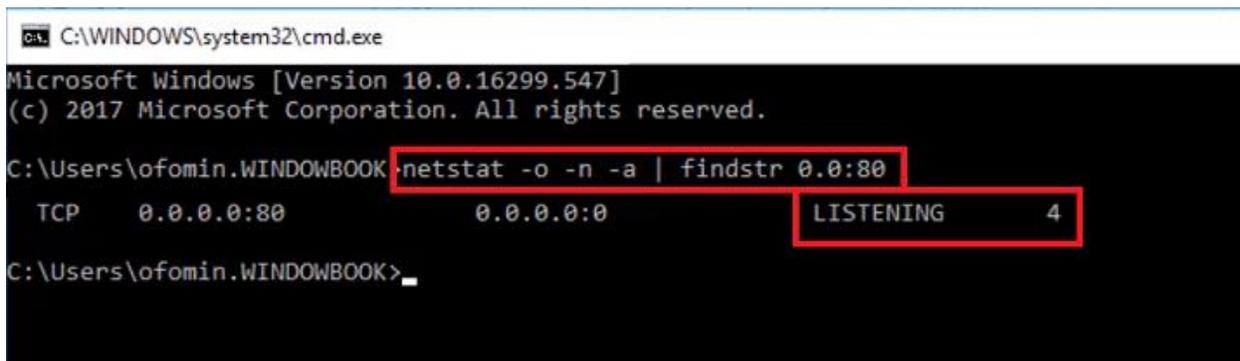
## MONITORING

If a Client wants to see in real-time what wbSCAN is encountering, they should stop the DMScanSvc, service and then launch it as a desktop application (i.e. "...\\wb\mdv\DMScanSVC"). The desktop application will display what it is doing.

## DETERMINE WHAT PROCESS IS MONITORING PORTS

If a Client detects another application listening to the selected port (e.g. port 80), they should figure out which one it is, especially if the Client is not using another webserver like IIS. To do this, perform the following:

1. On the server, launch a command prompt;
2. Enter "netstat -o -n -a | findstr 0.0:80" (no quotation marks – enter whatever port number is being used – in the example here port 80 is being used) and press ENTER on the server's keyboard;
3. The system will return a PID number identifying a process listening on the specified port (e.g. port 80) on the computer (in the example here, the PID number is "4");

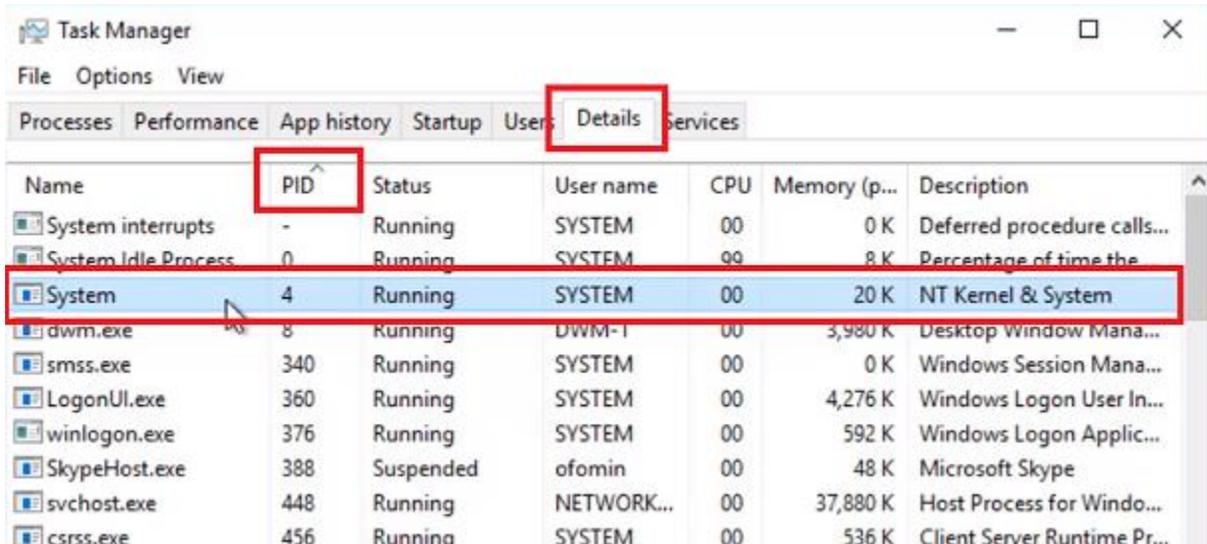


```
C:\WINDOWS\system32\cmd.exe
Microsoft Windows [Version 10.0.16299.547]
(c) 2017 Microsoft Corporation. All rights reserved.

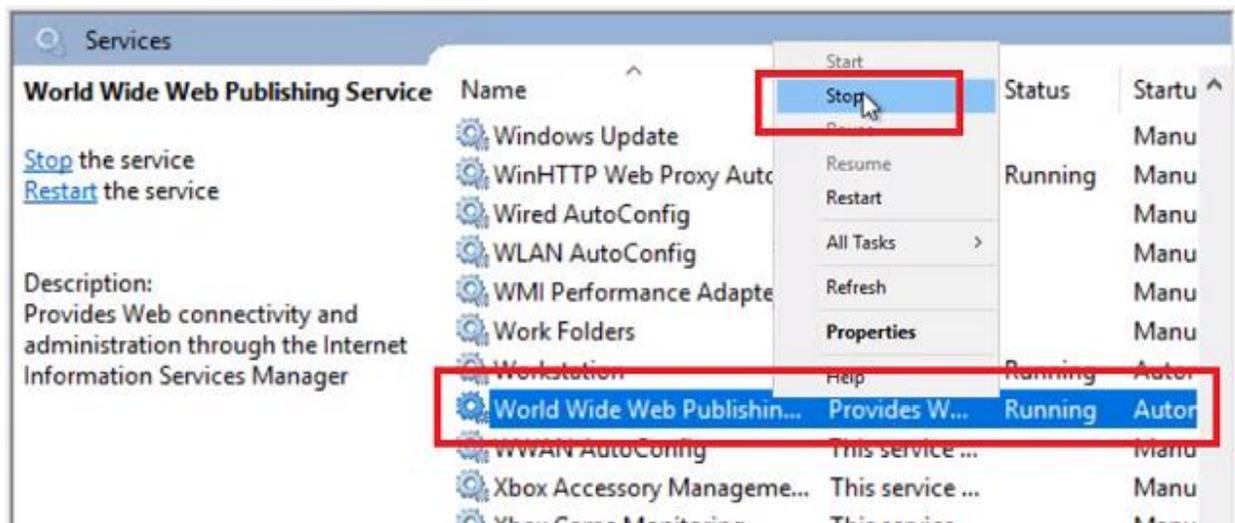
C:\Users\ofomin.WINDOWBOOK>netstat -o -n -a | findstr 0.0:80
TCP    0.0.0.0:80          0.0.0.0:0          LISTENING        4
C:\Users\ofomin.WINDOWBOOK>
```

Troubleshooting

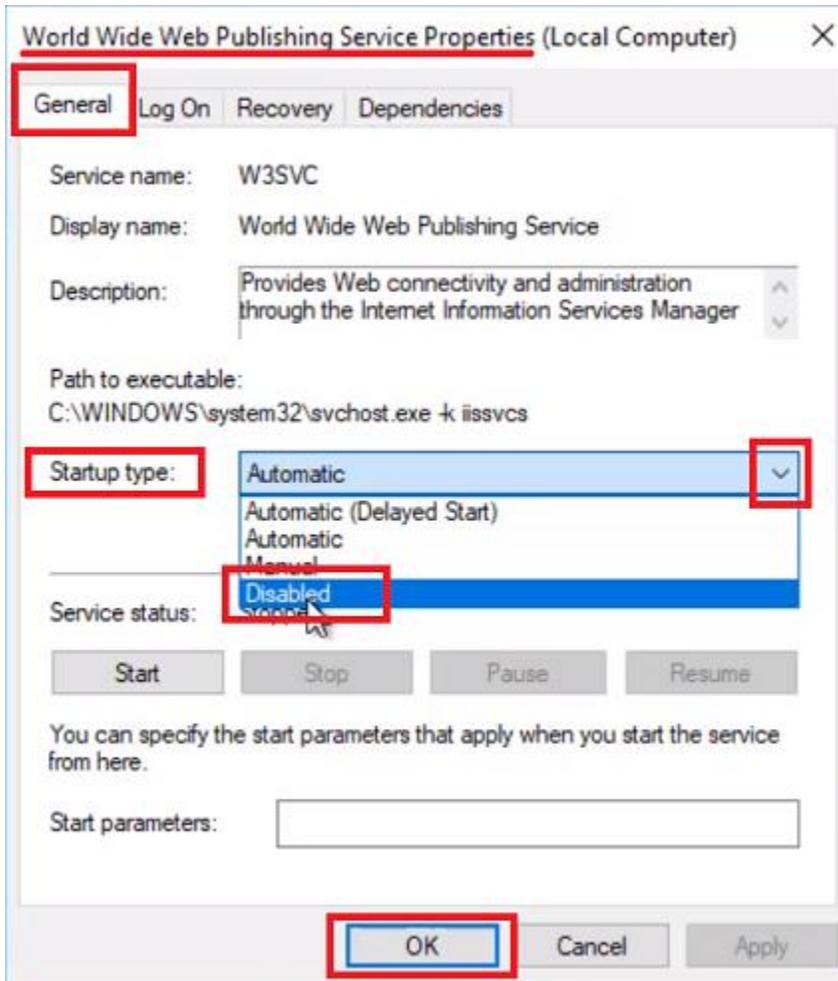
- On the server, launch the 'Task Manager' and select the 'Details' tab. Sort by PID and look to see what process is using that PID (in the example here, PID 4 is being used by the System, the description for which in this case is "NT Kernel & System");



- Although it is not evident, this particular process (i.e. "NT Kernel & System") is running a service called "World Wide Web Publishing". On the server, open 'Services' (i.e. Control Panel > Administrative Tools > Services). Navigate to the "World Wide Web Publishing" service, right click on it, and select 'Stop';



6. Once the service is stopped, right click on it again and select 'Properties'. In the 'General' tab, locate the 'Startup type' field and, using the drop down provided, select "Disabled" from the list. This will disable the "World Wide Publishing Service" so that it no longer interferes with wbSCAN on port 80.



**i** For more information on this process, refer to: <https://www.mydigitallife.net/how-to-check-and-identify-which-application-is-listening-or-opening-port-80-and-443-on-windows/>.

## USING A HANDHELD DEVICE WHILE USING A CELL NETWORK

Clients may want to expose wbSCAN to the internet in order to use a handheld device using a cell network. To do this, perform the following:

- Determine the public IP address of the server using <https://www.whatismyip.com/>. **This will be the IP address used to access the service, not the private IP; and**
- Open up the firewall and set up rules to access. This will vary by firewall.



***WARNING: Opening up the firewall and setting up rules can make the Client's network more vulnerable to attacks. Contact Window Book's Kenneth Copeland for assistance.***