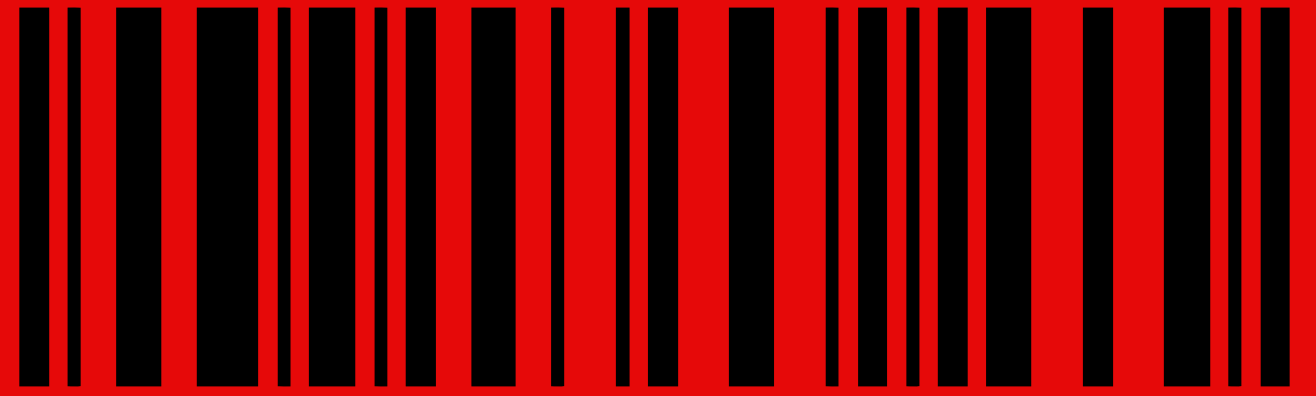
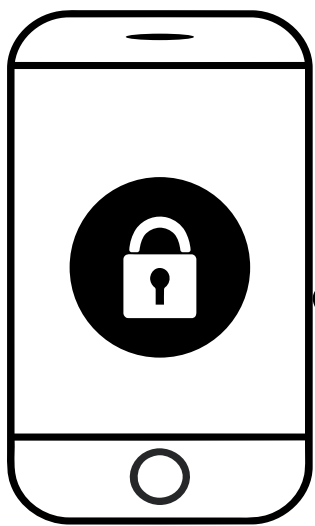


# Property Inventory Management

Texas Tech University  
Health Sciences Center El Paso



## Scanner Set Up



### UNLOCKING THE SCANNER

Slide the screen to unlock the scanner.

Use the last four digits of the tag number found at the back of the scanner, and add a '3' at the end.



### CONNECTING TO WIFI AND UPDATING THE CA CERTIFICATE

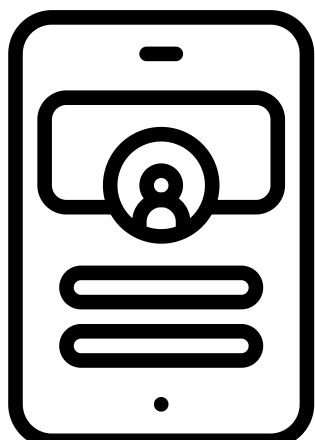
Go to the WIFI settings and connect to 'HSC-AIR'.

**EAP Method:** PEAP  
**Phase 2 authentication:** MSCHAPV2

Click on the CA Certificate drop down:

**CA Certificate:** 'Do not Validate'  
**Identity:** Enter your 'eRaider'  
**Anonymous Identity:** Leave blank  
**Password:** Enter your password

**NOTE:** USE THE SAME LOGIN CREDENTIALS AS YOU WOULD FOR YOUR PERSONAL COMPUTER.



### LOGGING INTO THE PROPERTY MANAGEMENT APPLICATION

- Click on the Property Management Application.
- You will be prompted for your credentials.
- Please utilize your eRaider credentials to log into the scanner and view your property inventory reports.



### ACCESSING YOUR PROPERTY INVENTORY REPORTS

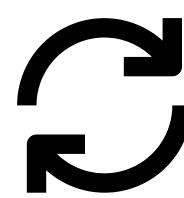
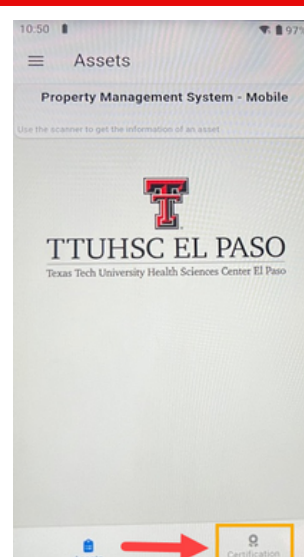
Once you are logged in, the main screen will appear.

To start scanning, simply click on the '**Certification**' icon found at the bottom right of the scanner.



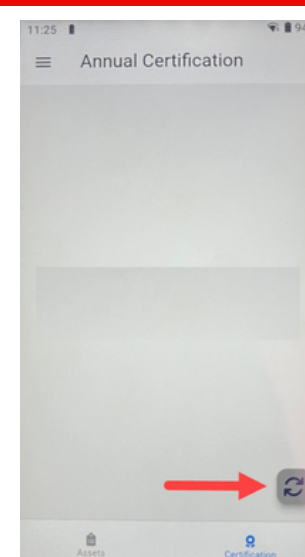
### MAIN SCREEN

Click on the '**Certification**' icon to begin your scanning.



### SYNC DATA

Don't forget to click on '**Sync Data**' after you finish scanning or when you're taking a break.



If you require any assistance, feel free to reach out by emailing us at [baelp-asset.accounting@ttuhsc.edu](mailto:baelp-asset.accounting@ttuhsc.edu).