



Smart QR Code platform

Usersguide

Version: 1.5e
Date: 23/10/2017



This usersguide is owned by vanguido! Marketing &communications and Remote BV, located at Zwolle, the Netherlands. Vanguido! And Remote BV are not liable for any defects in this manual and does not accept any liability as a result of incorrect application.

Index

| | |
|--|----|
| INTRODUCTION | 5 |
| SMART QR CODE PLATFORM (AN INTRODUCTION) | 6 |
| BEFORE YOU GET STARTED! | 7 |
| MANAGE YOUR MEDIA | 7 |
| MANAGE YOUR SMART QR CODES | 9 |
| PRINT YOUR SMART QR CODE(S)..... | 11 |
| NEW USERS | 12 |
| TO REGISTER | 12 |
| PURCHASE SMART QR CODES | 12 |
| LOG IN | 14 |
| UPGRADE NOW..... | 14 |
| TO WORK! | 15 |
| LOGIN | 15 |
| MANAGE YOUR SMART QR CODE(S) | 17 |
| <i>Links</i> | 20 |
| When | 23 |
| Geo location..... | 23 |
| Country..... | 25 |
| Language | 25 |
| Default link | 25 |
| Time and date between | 25 |
| Other QR Code scanned first | 25 |
| Mobile device is..... | 25 |
| Then | 26 |
| Media | 26 |
| Url link | 26 |
| Telephone number | 26 |
| Email address | 26 |
| Media with password..... | 27 |
| Subcondition..... | 28 |
| <i>Info</i> | 29 |
| <i>Print</i> | 32 |
| Export all QR Codes in set | 33 |
| Output format | 33 |
| Size..... | 33 |
| <i>Statistics</i> | 34 |
| MANAGE YOUR MEDIA | 35 |
| Add media..... | 36 |

| | |
|---|-----------|
| <i>Upload.....</i> | 36 |
| <i>Remove media.....</i> | 39 |
| <i>New page (add new mobile page).....</i> | 38 |
| Info & Settings..... | 39 |
| Mobile Page Edit | 40 |
| Add media | 40 |
| To link a URL..... | 41 |
| To link a phone number | 42 |
| To link an emailaddress..... | 43 |
| To link a VCard | 43 |
| To link video or audio | 44 |
| To link Social media | 44 |
| To link Google maps (travel directions) | 48 |
| <i>Preview.....</i> | <u>49</u> |
| <i>Record.....</i> | <u>49</u> |
| PRINTING THE SMART QR CODE | 47 |
| ACCOUNT | 48 |
| <i>Fair use policy.....</i> | 48 |
| <i>Settings.....</i> | 48 |
| <i>Logout.....</i> | 49 |
| NOTES | 50 |



Introduction

This user guide is part of the user interface "Smart QR Code Platform." A renewed platform to simplify the management of the Smart QR Code and to make it easier for the Smart QR Code administrator.

The Smart QR Code includes a lot of possibilities and is intended for professional use of the QR Code. Important to know is that one of the most important issues of a Smart QR Code is, that you can put all types of digital media behind it ... and change it again.

Thus, not only a link to a web page, but also the linking of all other forms of media: video, photos, music, Pdfs, but also phone numbers, email addresses, files.

It is now also possible to create mobile web pages in the platform itself and to link it to the Smart QR Code.

This provides the Smart QR Code with much more flexible features than the static QR Code.

We hope this user guide will be clear and will help you to successfully implement the Smart QR Code. However, if there are any questions, comments or additions, please do not hesitate to inform us. Then we can only make the manual better.

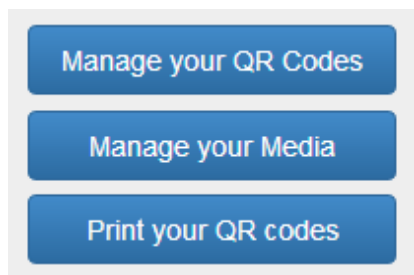
Good luck with the Smart QR Code!

Smart QR Code Platform (an introduction)

The principle of the platform is very simple:

- Create a number of Smart QR Codes in the QR Code platform (via www.smartqrcode.nl)
- Select the Smart QR Code you want to edit (link content, change content, etc.)
- Determine the conditions under which the content is displayed when scanning the Smart QR Code
- Upload selected media in the Media Library that you want to link to the Smart QR Code
- Print the Smart QR Code or make it ready for processing in print

The Smart QR Code Platform consists of three main components:



Tip! We recommend that you read the following chapter carefully for a general orientation and understanding of how the management environment works.

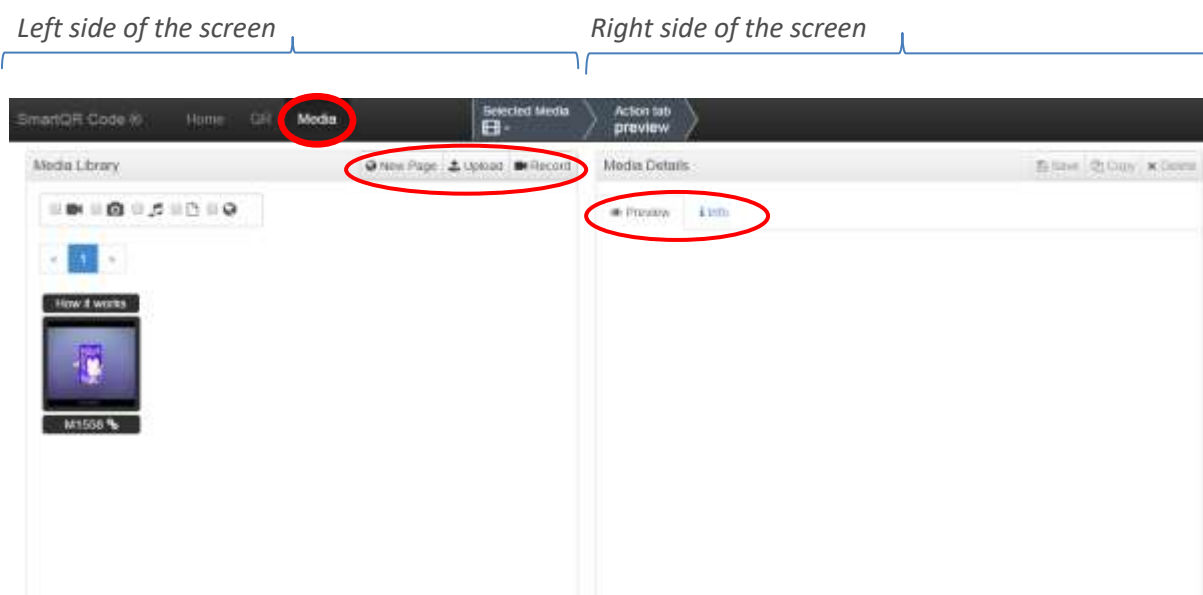
Before you get started!

Read the introduction carefully to get a better understanding of the possibilities of the management environment.

If you're logged in to the management environment and you choose Manage your Media, you'll see on your computer's screen the following:

Manage your Media

Manage your Media



Attention! The right part may appear below the left-hand section. In that case, you can reduce the screen of your PC / laptop by pressing the Ctrl button and the mouse wheel to reduce the image until both screens stand side by side. The manual assumes that both screens are next to each other.

Media

Left side

Media Library

This is the media library, the place where all media managed to or uploaded to this place are used, which will be used as content for the Smart QR Code.

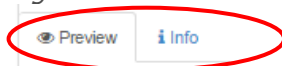


New Page/Upload/Record

At the Media Library there are 3 functions:

- ➔ *New pages (Add new mobile page(s))*
You can make your own mobile webpages, maximum 4 tabs.
- ➔ *Upload*
This option allows you to drag or upload files from an external file to the Media Library. They will then be visible in the Library. These files can then be linked to your Smart QR Code.
- ➔ *Record*
If a video recorder / webcam is connected, a recording can be made. This recording can then be linked again to the Smart QR Code.

Right side



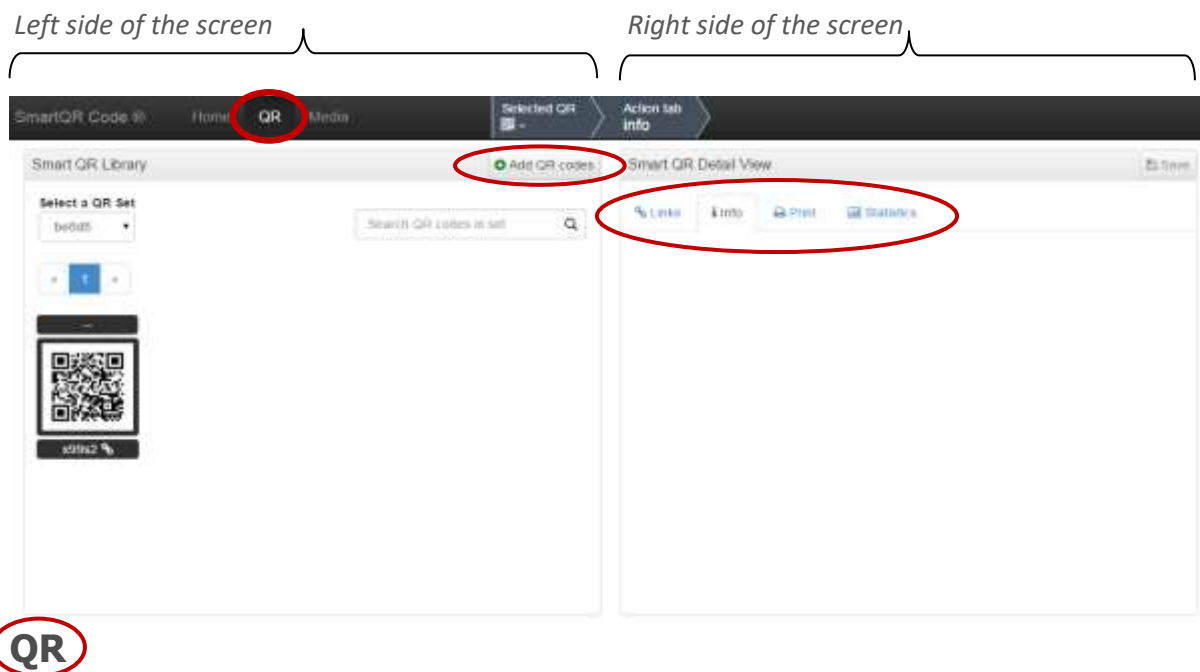
Preview and Info

When you select a medium from the left-hand section, you'll see in the right-hand section what it looks like when it's displayed.

The Info button allows you to see general information or to give the selected medium a name and description.

Manage your Smart QR Codes

Manage your QR Codes



Left side

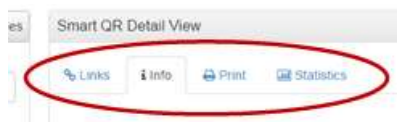
Smart QR Library

This side contains all created Smart QR Codes.



When you click Add QR codes, you can create multiple Smart QR Codes in your own account. This can be done in an existing set, but when you do not make a choice, a new set will be created automatically.

Right side



Smart QR Detail View

Here you can save the characteristics of any of your Smart QR Codes.

Links

Select and link content behind a selected Smart QR Code.

Info

All characteristics of the selected Smart QR Code. A number of characteristics can be customized. These are marked in blue. Also, some On / Off buttons have been added for additional features.



Print

Here, the QR Code can be edited, downloaded or placed in a background.

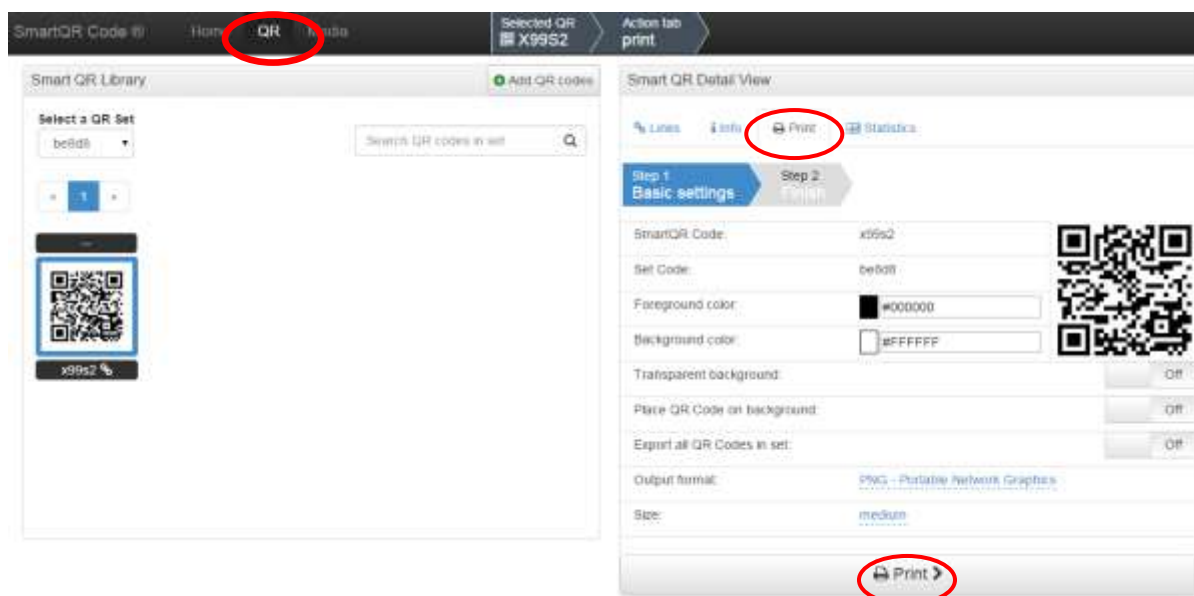
Statistics

Here you find information about how many times the Smart QR Code has been scanned, from which location and with what OS the Smart QR Code has been scanned.

Print your Smart QR

Print your QR codes

At this place you can add, choose a colour, download for printing or place the Smart QR Code in a background.



So far this general introduction. In the following chapters we explain how to put and manage the information to your Smart QR Code step by step.



New users

To register

When you approach the Smart QR Code platform for the first time, you must register from the homepage.

In the black navigation bar at the website www.smartqrcode.nl, click "register" (right). Register with an email address and managed password. Keep this information safe, because the password will not be saved by us!

Purchase Smart QR Codes

You pay for the use of the Smart QR Code (s) in credits. Credits is a prepaid balance that is linked to your account. It is independent of the number of Smart QR Codes you use. A credit costs € 0.40 (incl. VAT). The amount of credits charged depends on two variables and / or you use the Smart QR Code app or the extensive web application (PC environment) capabilities:

| APP | Web (extended functions) |
|--|---|
| <ul style="list-style-type: none">15 scans = 1 <i>credit</i>100 MB storage = 1 <i>credits/month</i> | <ul style="list-style-type: none">10 scans = 3 <i>credits</i>100 MB storage = 3 <i>credits/month</i> |

To purchase credits, you must be logged in / registered and have created at least one 'empty' Smart QR Code. Click Account. Your credit balance is shown here and you have the option to purchase / upgrade a new amount of credits in your account. You can pay with iDEAL or creditcard.



Follow the steps and after payment (iDEAL GiroPay, Visacard or Mastercard) has completed, the credits will be delivered in your account immediately. The number of credits purchased is registered in the "Smart QR Code Platform" management environment. An email confirming the transaction including invoice will be sent to the account email address.



Users

Log in

When you are registered, you can log in with your specified email address and managed password in the user interface "Smart QR Code Platform"

On the black navigation bar, click on "Login" and fill in the requested information.

If you're logged in, you'll see in the black navigation bar that "login" has changed to "account." After termination of the session, you can log out here.

You can also change the setting of your account here (Settings).

 [Settings](#)

In

With the pop-up Profile settings you can customize your account. This will be discussed in the last chapter.

Upgrade now

When the number of credits is zero, the Smart QR Code will no longer display the linked content if the Smart QR Code is scanned. Then you get the message: "The scan balance of this Smart QR Code is zero. Please upgrade now "

Only when the Smart QR Code is loaded with new 'credits' the linked content will be displayed again.

When the number of credits is almost zero, you will receive an email with a request to upgrade your credits.

Click on "upgrade now" and fill in the requested information.

To work!

➔ Go to: <http://www.smartqrcode.nl>

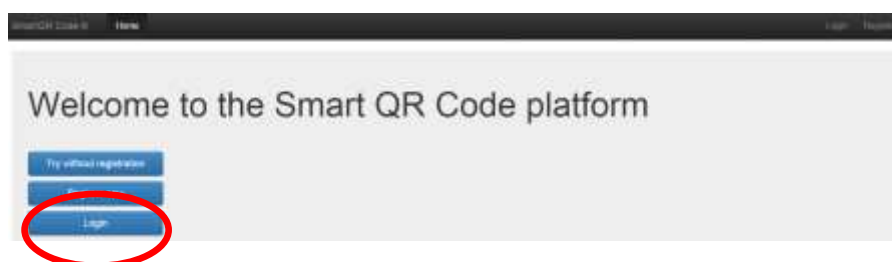


Login



Register with an active email address and managed password. In some cases, an email address / password has been created and this information has been sent to you.

➔ Click on [Register/login](#)



➔ Click on Login



Smart QR Code login

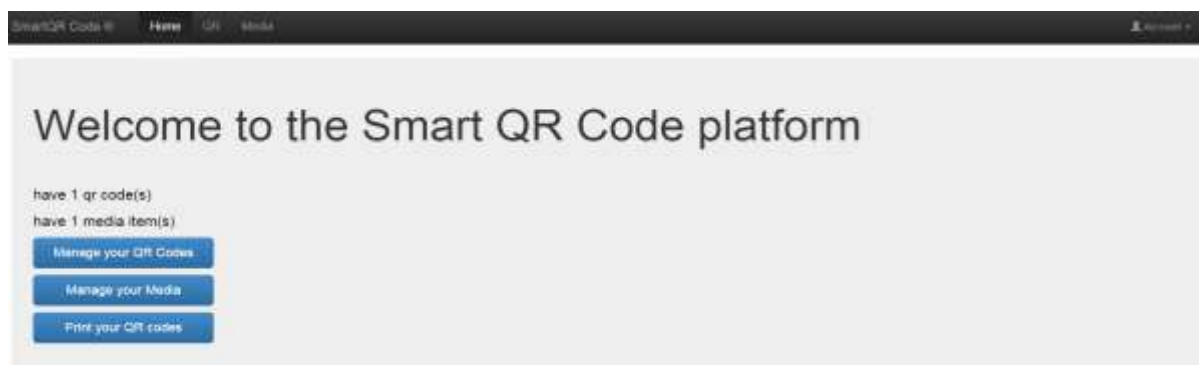
Smart QR Code login form with fields for Email address and Password, and a Login button. The fields are circled in red.



Fill in your account email address and password and press at login.

Tip! Remember and save your own created login information carefully. They are not saved by us.

Now you are in your personal management environment. Here you can select the following options from the home screen "Smart QR Code platform" in random order:



Manage your QR Codes

Manage your Media

Print your QR Codes

Manage your Smart QR Code(s)

Manage your QR Codes

When you click on the button above or in the black bar on QR, you open the 'Smart QR Library' (left part of the screen). Here are all the Smart QR Codes created on this account. There may be one, but also multiple when a set or multiple sets of multiple Smart QR Codes have been created.

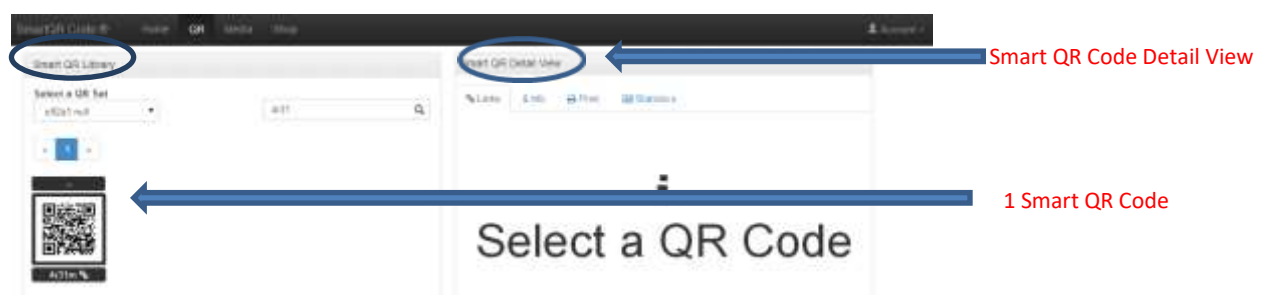
In the right part is the "Smart QR Code Detail View". Here are all the details and functionalities of the selected Smart QR Code:

- Links (links)
- Info
- Print (formatting and print capabilities)
- Statistics

With these features, you can manage the Smart QR Code and the content behind the Smart QR Code.

Left part of the screen

Right part of the screen



Attention! Depending on the set screen size, the right-hand portion of the display "Smart QR Code Detail View" can also be located under the left-hand portion of the display "Smart QR Code Library". Only then is the case than the screen width of the display so that both screens are displayed side by side. Press the Ctrl key and turn with your mouse's gear to reduce the screen to fit left and right hand near each other.



 Default is not listed here. See for edit "Info" in "Smart QR Code Detail"



The blue border is the indicator that this Smart QR Code is selected.

 4r5g9

Code: this is the unique code of the selected Smart QR Code



If the hyphen is "white", there is no content associated with the Smart QR Code.

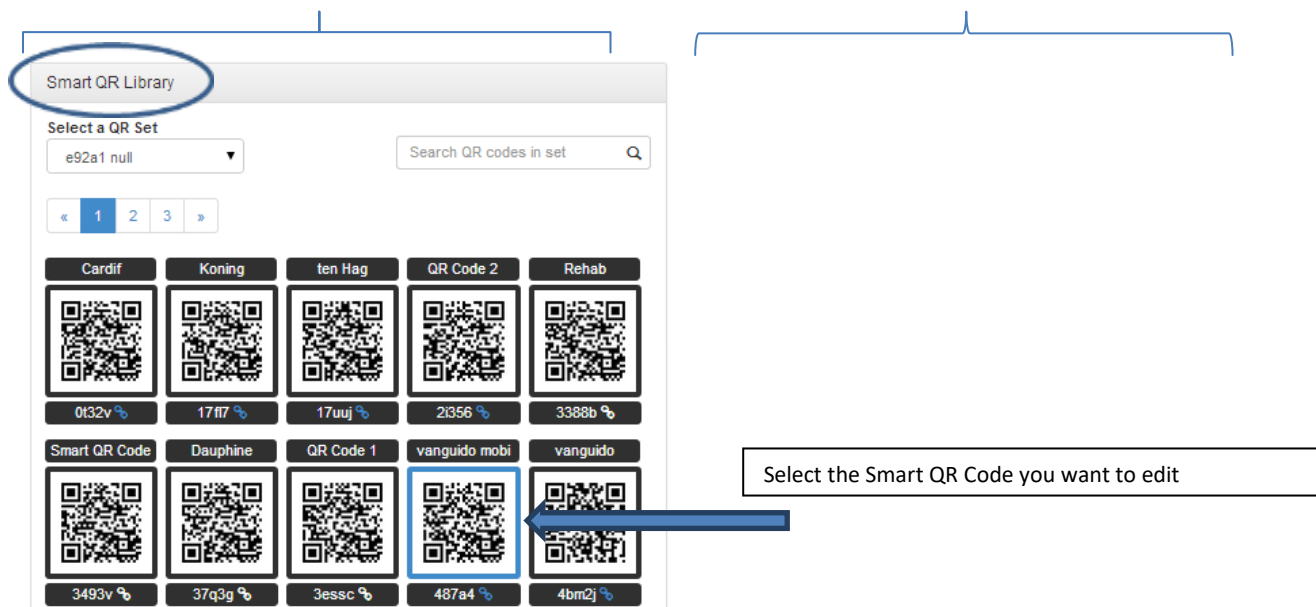


If the hyphen is 'blue', then content is linked to the Smart QR Code. See for "edit" "Links" in "Smart QR Code Detail View".

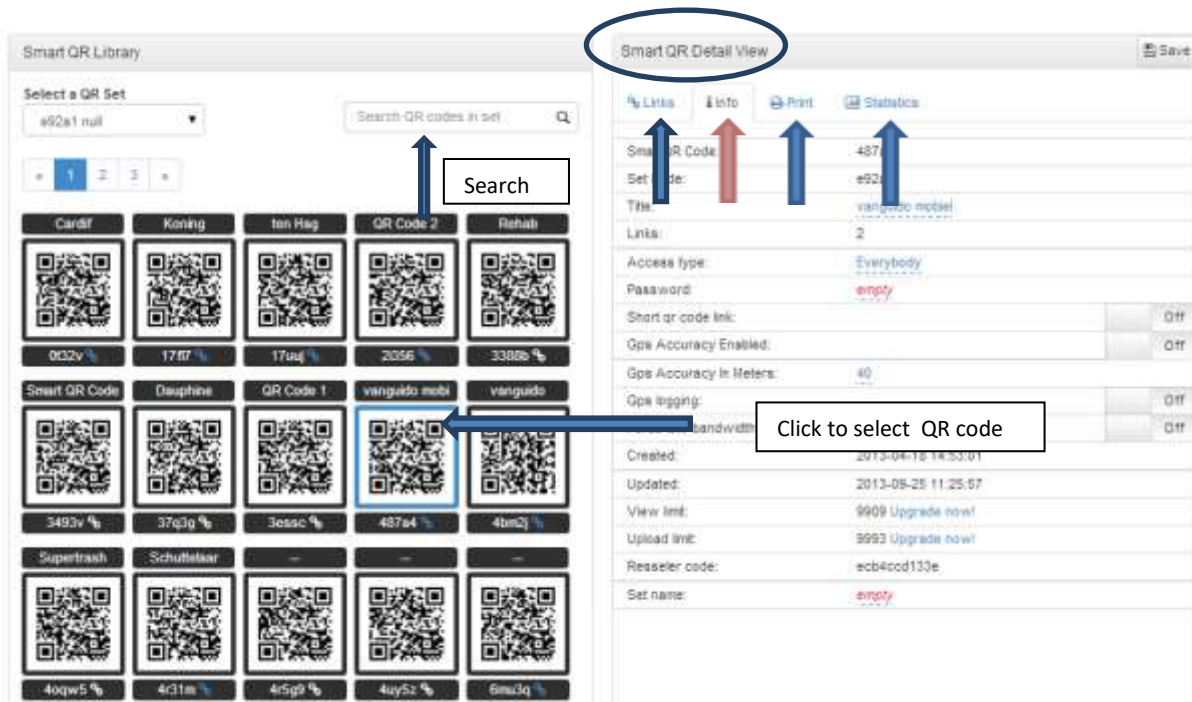


In the Smart QR Library (left part of the screen), click the Smart QR Code to edit / print / consult. The selected Smart QR Code will receive a blue border after selection.

Left part of the screen



When a Smart QR Code is selected, the right part of the display will open "Smart QR Code Detail View", "Info" tab.



At the right side of the display you see four functions (tabs):

- Links
- Info
- Print
- Statistics

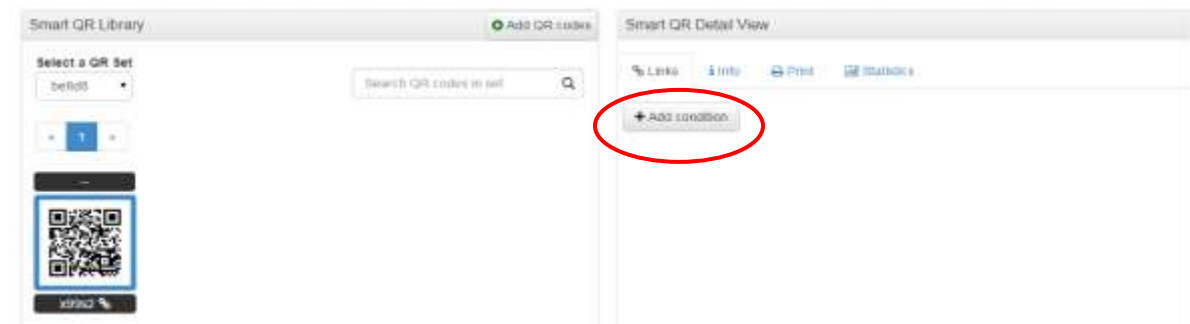
In these tabs, you can tailor the properties of the selected Smart QR Code to the user requests and content that should be displayed when scanning the Smart QR Code.

Links Links

In the "Links" tab, define the link (s) that you want to link to the selected Smart QR Code.

Left side of the screen

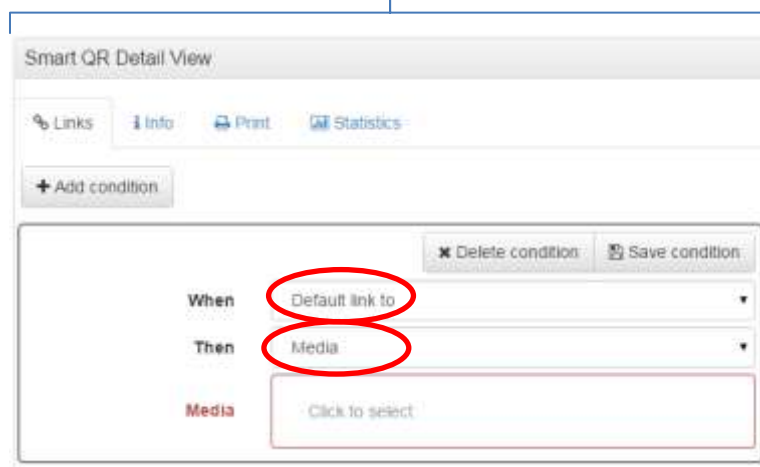
Right side of the screen



Click on +Add condition

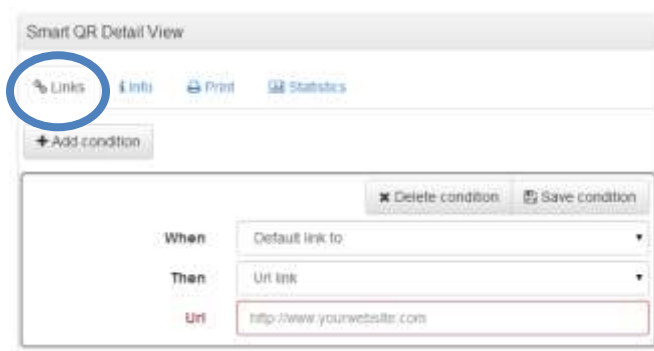
There are quite a few choices and combinations of choices possible with both "When" and "Then".

Right side of the screen



Click in the "Click to select" area in Media. The Media Library opens. Select from the Media Library the medium that you want to link, confirm with "use selected" and hit.

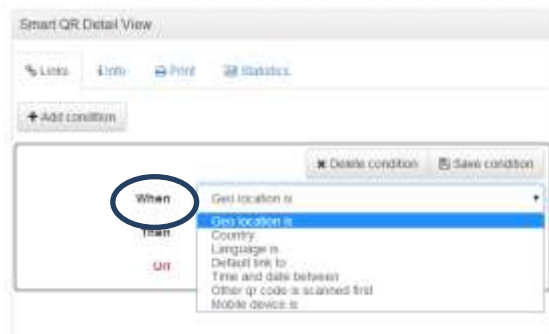
It works according to the 'When', 'Then' principle. Depending on the first selection, when 'When', other options are offered in the 'Then' field.



First select "When"

Second, select "Then"

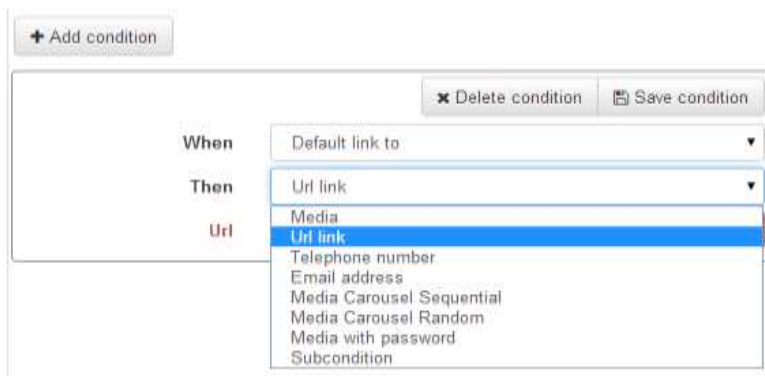
When



Options:

- Geo location
- Country
- Language is
- Default link to
- Time and date between
- Other qr code is scanned first
- Mobile device is

Then



Options

- Media
- Url link
- Telephone number
- Email address
- Media Carousel Sequential
- Media Carousel Random
- Media with password
- Subcondition


When

Geo location

With Geo Location functionality, it is possible to show location-dependent content when scanning the Smart QR Code.

Here you can define a circle on an address, street, city name or even the name of the location where the linked content is displayed, when the device being scanned is also within this circle. You can set the size (radius) of that circle yourself.

When "Geo Location" is selected, the following window opens:

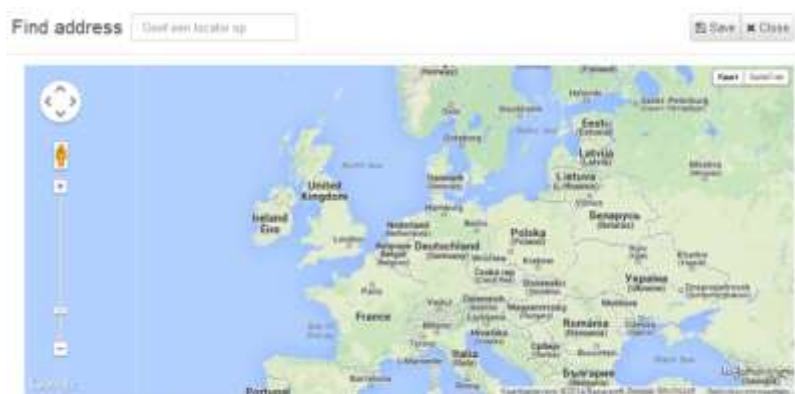


Click on the empty bar

After clicking on the empty bar, opens a world map. Depending on a previous session, the map may or may not be zoomed in.



Zoom in
slide



Zoom in
slide

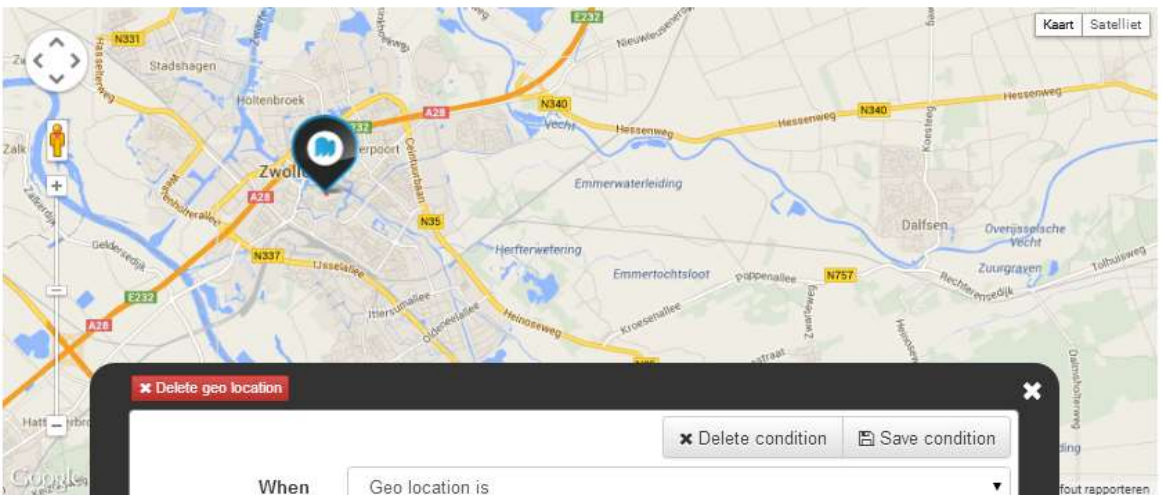


To determine the GEO position, there are two options: Click on the map or Find address.

Once you click on the map, the designated point will be highlighted and the address of the highlighted location in the Address Line (Geo Location) will be recorded.

Find address

Save Close



Delete geo location

Delete condition

Save condition

When
Geo location is

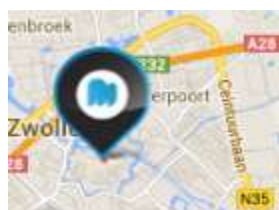
Geo location
Nieuwstraat 55, 8011 TM Zwolle, Nederland

Then
Url link

Url
http://www.yourwebsite.com

☐ 1-1000 meter
☒ 1-100 kilometer
☐ 100 - 1000 kilometer

Radius: 30 meters



Highlight pointer

Click on the map. You can now select the marker pointer by pressing the left mouse button and moving the marker pointer to the desired position on the map.

Then the circumference (radius) can be defined around the location by selecting the scale (meters, kilometers) and then determining the radius with the slider.





When the location and radius are set, do not forget to save (Save).

Country

Here you will find a list of all countries. Depending on the country selected, different content may be offered. For example, in the United States English-speaking content and in France French-language content, etc.

Language

Depending on the language setting of the device that is being scanned, other content is offered. This is very useful when the content can be offered to the Smart QR Code in multiple languages.

Default link

When no other conditions are set ('When'), the linked content will be displayed as 'Then'. This condition should always be placed last.

Pay attention! If you define multiple conditions, the default link must always be placed last.

Time and date between

Here you can specify in which period ('date' and / or 'time span') certain content is shown when the Smart QR Code is scanned.

Other QR Code scanned first

Only recommended for experienced users.

Mobile device is

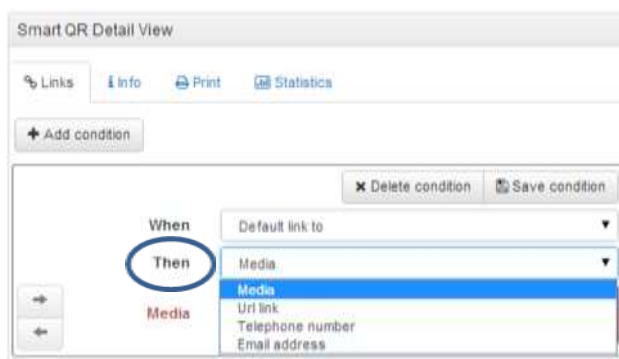
Depending on the operating system (OS) of the device that is being scanned, other content is displayed.

This is useful when you get to the right App. Store to refer with only one Smart QR Code.

Tip! Do not forget to save your choices.

After we've determined the 'When' condition, it's now turn to 'Then'.

Then



Media

With this option, select from the Media Library the medium that you want to link to the defined condition (when).

Url link

When referring to a web address, enter it here: `http://www.` (Web address)

Telephone number

When a phone number has to be dialed, it is shown directly on the smartphone in the call menu. Enter the number as follows: + country code, the area code without zero, no dashes.

The plus sign indicates the international access code: from the European Union 00, in the United States, for example, 011.

Example: +31 6 46025669

Email address

When referring to an email address, enter the address here. When the Smart QR Code is scanned, the Home screen opens to instantly send and send an email.

Media Carousel Sequential

Here you can define the frequency in which certain content is displayed. This you do in combination with other media.

Smart QR Detail View

Links Info Print Statistics

+ Add condition

When: Default link to

Then: Media Carousel Sequential

Add carousel item

Max view count: 2

Then: Media

Media: A6876

Max view count: 3

Then: Media

Media: S0642

When the Smart QR Code is scanned, the picture is first displayed twice and then the cube, three times after each other, etc.

Media Carousel Random

Here you can link multiple content that can be displayed in random order. Of all random items, one random one is selected, since the max view count is default to 1, it will only be reversed if all other items are also seen once. If you put 2 at max view count then this item is bid 2 times, so you have:

1 random link: nu.nl max view = 2

1 random link nos.nl max view = 1

It is not possible to tell in advance which one is the first turn, but the nos link will only be shown once, and nu.nl twice. Then the carousel starts again.

The other option is to set the view count to random items by 0, then there is no view count. and is it really random.

Media with password

The linked content will not be displayed until a password is entered. You can realize this in two ways.

Smart QR Detail View

Links Info Print Statistics

+ Add condition

Delete condition Save condition

When: Default link to

Then: Media with password

Add media with password item

Delete condition Save condition

Password: 2

Then: Media

Media: 50543

Delete condition Save condition

Password: 1

Then: Telephone number

Phone: tel:0648025660

When the Smart QR Code is scanned, a password is requested. A 1 or 2. In this case, we actually speak of a choice of multiple codes or article numbers, etc.

However, you can also screen the contents of the Smart QR Code with a password. To do this, use Acces management located behind the Info button.

Links Info Print Statistics

SmartQR Code: 01x0m

Set Code: 267e7

Title: Animatie T.J

Links: 0

Access Management: [Show](#)

Edit QR: [Everybody](#) Password: [123](#)

Access Page title: [empty](#)

View QR Password: [empty](#)

Placeholder: [Vuoi veder la code in](#)

Code help text: [Viewing this requires a security code, please enter below](#)

However, you can also screen the contents of the Smart QR Code with a password. To do this, use Acces management located behind the Info button.

Subcondition

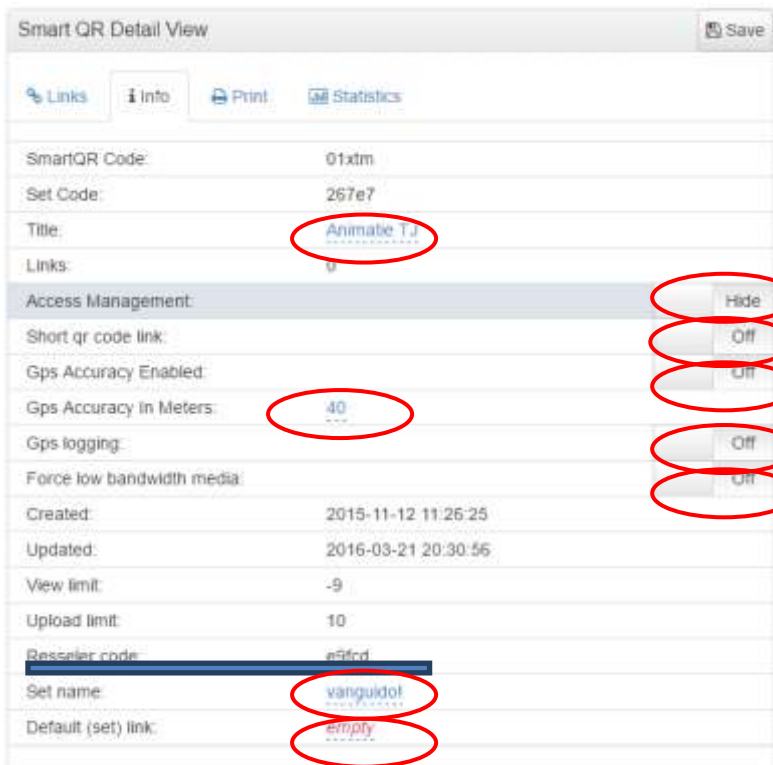
Subcondition allows you to put together multiple conditions. Only when a certain condition is shown the content that meets the conditions.

Tip! Do not forget to save the newly created link (Save condition)

Info

Info

At this location, the selected Smart QR Code can be provided with a number of properties. This will change the Smart QR Code to user requirements.



Smart QR Detail View Save

[Links](#) **[Info](#)** [Print](#) [Statistics](#)

| | |
|----------------------------|---------------------|
| SmartQR Code: | 01xtm |
| Set Code: | 267e7 |
| Title: | <u>Animale T.J</u> |
| Links: | 0 |
| Access Management: | Hide |
| Short qr code link: | Off |
| Gps Accuracy Enabled: | Off |
| Gps Accuracy in Meters: | <u>40</u> |
| Gps logging: | Off |
| Force low bandwidth media: | Off |
| Created: | 2015-11-12 11:26:25 |
| Updated: | 2016-03-21 20:30:56 |
| View limit: | -9 |
| Upload limit: | 10 |
| Reseller code: | <u>af9cd</u> |
| Set name: | <u>vanguidol</u> |
| Default (set) link: | <u>empty</u> |

← Don't forget to Save'

In this screen you can customize the blue and red colored items:

Title

Enter the selected Smart QR code as a self-chosen name. Then click "Save" to save. The Smart QR code in the left part of the display now has the self-chosen name.

Access Management

This functionality is disabled by default ("Hide"). This feature enables you to determine who can edit the Smart QR Code ('Edit QR') and see ('View QR Password').



Access Management: Show

| | | |
|---------------------|--|------------------------|
| Edit QR: | With password | Password: <u>empty</u> |
| Access Page title : | <u>test</u> | |
| View QR Password : | <u>empty</u> | |
| Placeholder: | <u>Enter code</u> | |
| Code help text: | <u>Viewing this requires a security code, please enter</u> | |

- **Short QR Code link**

| | |
|---------------------|---|
| Short qr code link: | <input type="button" value="On"/> |
| Short code link: | <input type="text" value="http://0xx.nl/2i1fk"/> Share on: f g+ t |

To publish the link to the Smart QR Code on social media or in an email message, a short link can be created. The shortlink can be copied from this place and placed directly on social media (Share on Facebook, Google+ or Twitter).

- **GPS Accuracy Enabled**

By default, is set to Off. Is only interesting when your exact position has to be determined, for example, in a location game.

Pay attention. When enabled, scanning takes longer before the content is displayed. The GPS location of the smartphone must also be enabled.

- **GPS accuracy in Meters**

See above. Here you can still define the number of meters.

Pay attention. The smaller the radius, the longer it takes before the content is displayed. The GPS location of the smartphone must also be enabled.

- **GPS logging**

This allows you to determine from which position exactly the Smart QR Code has been scanned. However, the device is prompted to find the GPS location.

- **Force low bandwidth media**

Enable the built-in automatic bandwidth detection to realize the most efficient way of sending data. This is set by default on "off".

- **Set name**

Here you can give the set of QR Codes a specific name. The set name will then return to the

Smart QR Library

Select a QR Set

267e7 vanguard!

«

1

2

»

overview of your Smart QR Codes.

- **Default set link**

Here you can enter a url where all QR Codes will go from this set if no other link has been created.

In Advanced Features, you can set up GEO positions accurately. For more information, see 'Settings'

Tip! Do not forget to save the custom settings (Save).

Smart QR Detail View

Save

[Links](#)
[Info](#)
[Print](#)
[Statistics](#)

| | |
|----------------------------|---------------------|
| SmartQR Code: | 01xtn |
| Set Code: | 267e7 |
| Title: | Animatie T.J |
| Links: | 4 |
| Access Management: | Hide |
| Short qr code link: | Off |
| Gps Accuracy Enabled: | Off |
| Gps Accuracy in Meters: | 40 |
| Gps logging: | Off |
| Force low bandwidth media: | Off |
| Created: | 2015-11-12 11:26:25 |
| Updated: | 2016-03-21 20:30:56 |
| View limit: | -8 |
| Upload limit: | 10 |
| Reseller code: | e9fcd |
| Set name: | vanguido1 |
| Default (set) link: | empty |

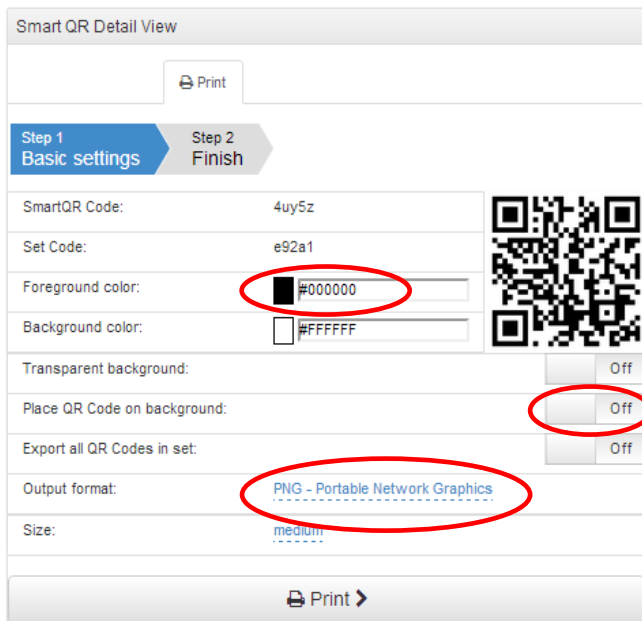
Save

“Advanced features”

Print



If you like to print or to save the Smart QR Code for processing in, for example, print, you can still configure the Smart QR Code with a color code, background, background color, size, and file size.



Smart QR Detail View

[Print](#)

Step 1 Basic settings | Step 2 Finish

SmartQR Code: 4uy5z

Set Code: e92a1

Foreground color:

Background color:

Transparent background: ☐ Off

Place QR Code on background: ☐ Off

Export all QR Codes in set: ☐ Off

Output format: [PNG - Portable Network Graphics](#)

Size: [medium](#)

[Print >](#)


You can give the QR Code a color or background color, place in a self-chosen background, determine the size of the Smart QR code, the position and the output format. The functionalities are explained here.

- Color (Foreground and / or Background)
- Click on the input screen to activate the color chart or fill in the Hexadecimal color coding (RGB).
Caution: Provide sufficient contrast in foreground and background colors.

➔ Place QR Code on background.

First click on 'Place QR Code on background.'


Smart QR Detail View


 Print

Step 1 Basic settings Step 2 Background Step 3 Position Step 4 Finish

SmartQR Code: 4uy5z

Set Code: e92a1

Foreground color:  #000000

Background color:  #FFFFFF

Transparent background: ☐ Off

Place QR Code on background: ☒ On

Export all QR Codes in set: ☐ Off

Output format: [PNG - Portable Network Graphics](#)

Size: [medium](#)

Step 2 >

Step 1 Basic settings Step 2 Finish

Step 1 Basic settings Step 2 Background Step 3 Position Step 4 Finish

Here are the steps to optimally configure the output of the Smart QR Code and then save or print directly.

- Export all QR Codes in set. If you choose this option, select from the list the set you want to print. All Smart QR Codes are then exported into a Zip / File.
- Output format. Choose from JPEG, PNG, Pdf, EPS or SVG format
- Size. Choose from Small, Medium, Large or Extra Large.

When you are satisfied with the formatted Smart QR Code, press Finish.

Whether the QR Codes are downloaded immediately or the QR Code (s) will be sent to the email address of the account.

Statistics



Smart QR Detail View

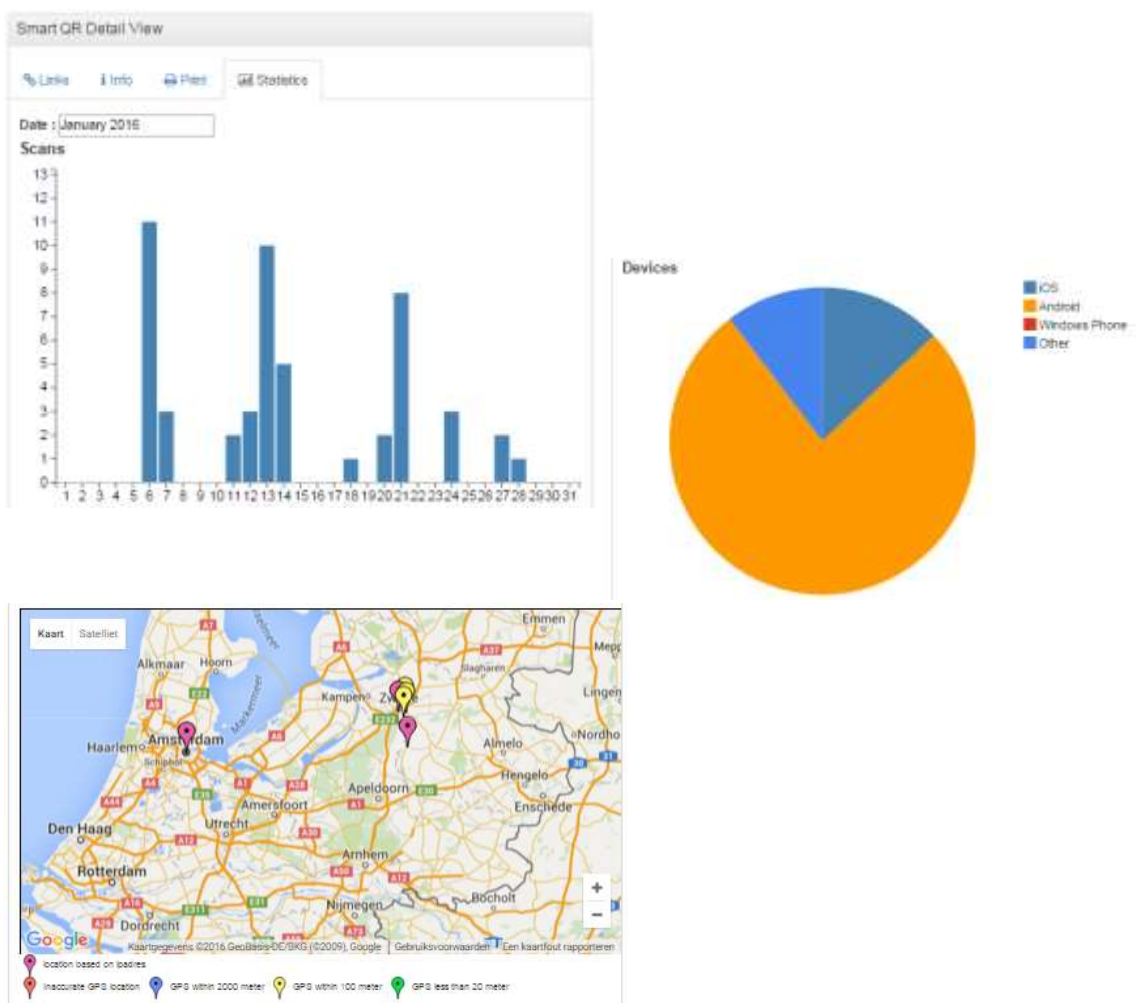
Statistics

Statistics



Per QR code can be viewed per month how often, when, from which location (geo position) and with which device the code is scanned. Click on the icons, select the period and see how it was used.

Per Smart QR Code can be viewed per month how often, when, from which location (geo position) and with which device the code is scanned. Click on the icons, select the period and see how it was used.



Manage your media

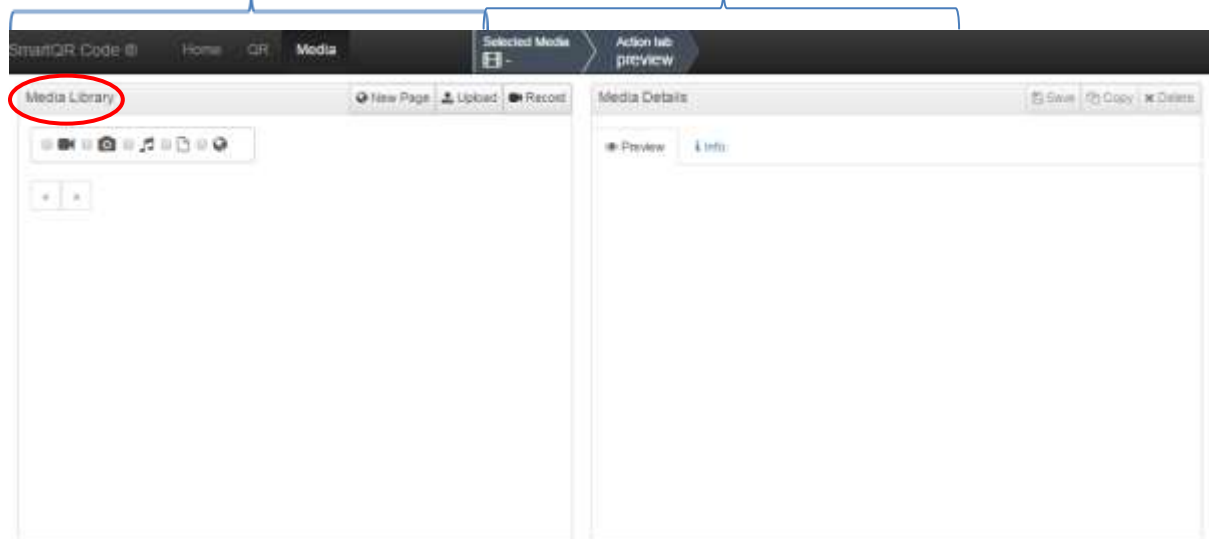
Manage your Media



Click on the button above. "You are now in your Media Library."

Left side of the screen

Right side of the screen



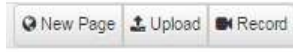
Pay attention! Depending on the set screen size, the right-hand portion of the screen "Smart QR Code Detail View" can also be located under the left-hand portion of the screen "Smart QR Code Library". Only then is the case than the screen width of the display so that both screens are displayed side by side. Press the Ctrl key and turn with your mouse's gear to reduce the screen.

Media Library

In the left part of the screen you will find an overview of all media (not yet empty) stored in it, which can be linked or linked to your Smart QR Code.

In the right part of the screen you will find information about the selected media item or preview.

Add media



The "Media Library" has the following key features:

- New page
- Upload
- Record

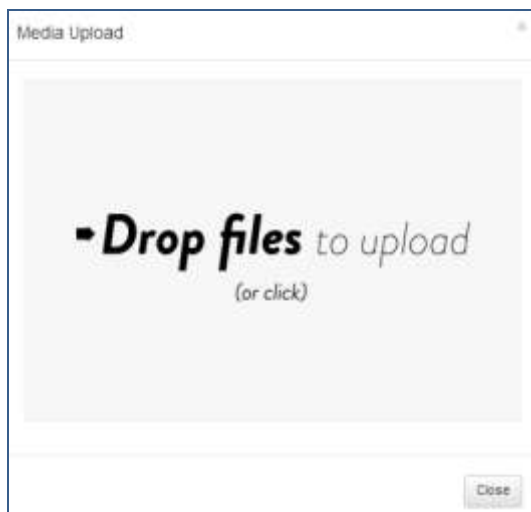
We first deal with 'Upload', then 'New page' and finally 'Record'.

Upload



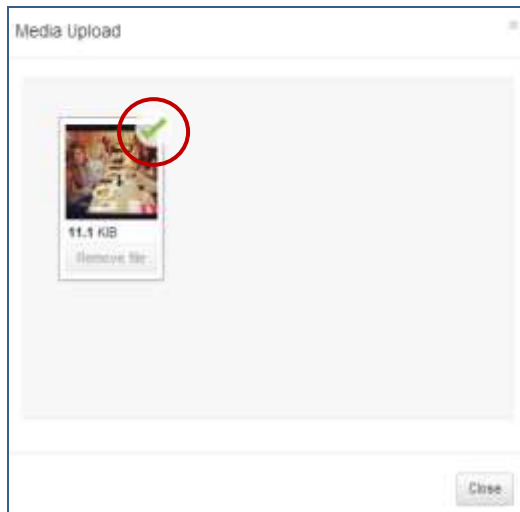
In order to connect media in the Media Library to a Smart QR Code, those of course must first be filled with media. For this, the Upload functionality is used.

➔ Click on the button 'Upload'.



- ➔ Click the 'Drop files to upload' screen. The explorer on your PC is now opened.
- ➔ Choose a file (picture, video, photo, music, pdf, etc.) that you want to upload and double-click the chosen file to upload it to the Media Library.

When the selected media is saved, a green check mark appears in the uploaded media.



Close by pressing the 'Close' button and, if necessary, repeat the steps more media to upload.

Remove media



Select the media you want to delete in the Media Library (left part of your display). In the right part of the screen, the preview of the selected media item will now appear.



Click 'delete' (top right) to select the selected media item delete. A popup message Warns that the selected media-item will be permanently deleted from the Media Library.

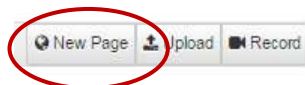
New page (add new mobile page)

This allows you to create a mobile website (micro website) of up to four tabs that you can then link to your Smart QR Code.



Preview mobile pages with three tabs

➔ Click on the button 'New page'.



On the left, an empty "New Page" appears.



On the right side of the display screen, the "Media Details" screen features three functions:

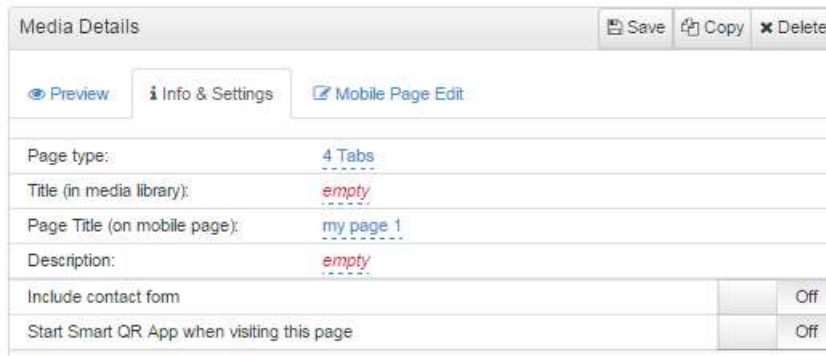
- Preview
- Info & Settings
- Mobile Page Edit

Right side of the screen



➔ Click Info & Settings to first define your mobile pages. You can always change again.

Info & Settings



Page type: Choose from the number of tabs (max four) for your mobile pages and save immediately. The number of mobile pages you can change later.

- ➔ **Title:** Click 'empty' and enter a name for the mobile page and save it directly.
- ➔ **Page title:** Click on 'My page 1' and enter a suitable name. Click on the link to save.
- ➔ **Description:** Describe the global content of your mobile pages (optional) and click to check the box. This feature is not mandatory.
- ➔ **Include contact form:** By default.

If you have the last Tab to use your mobile pages as a contact form, set this feature at 'On' and choose from the additional options.

Tip! Do not forget to Save all your choices!



The setting 'Start Smart QR App when visiting this page' must remain on 'Off'.

You can now create your mobile pages and fill in content (text, file video and pictures).

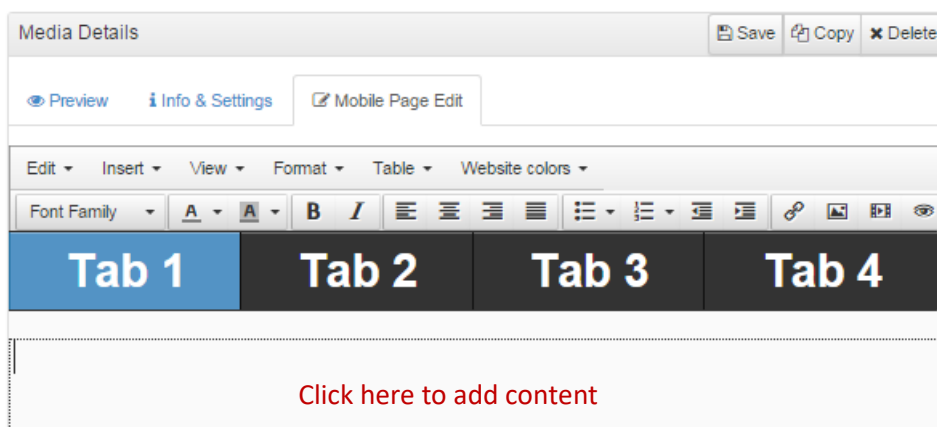
Mobile Page Edit

With this feature we can fill in and shape the content of your mobile pages.

➔ Click on 'Mobile Page Edit'



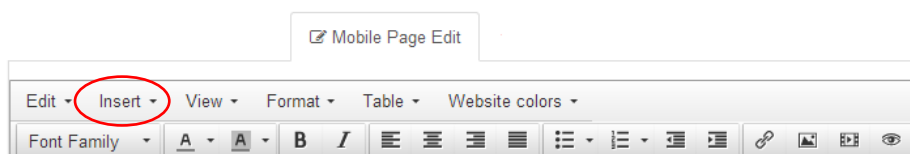
➔ Click on the blank field under the tabs 1, 2, 3, 4 to activate the "Red Page Edit" editor.
 The editor now becomes active and then you can customize the titles and colors of the tabs and format and edit the pages in the Editor bar.



← Editor bar

You can type text in the field below the active tab, and then shape the formatting with the Editor bar. You can also copy text from another document (Ctrl + C and Ctrl + V).

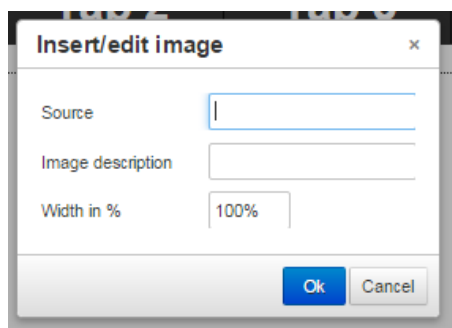
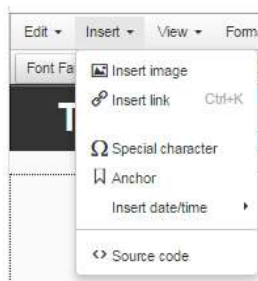
Add media



➔ Click 'Insert' when you want to insert a picture, linking a url into the text or behind a picture, to place a special character, an anchor or date. Finally, you can also place

html code.

Do not forget to save after you have performed an operation.

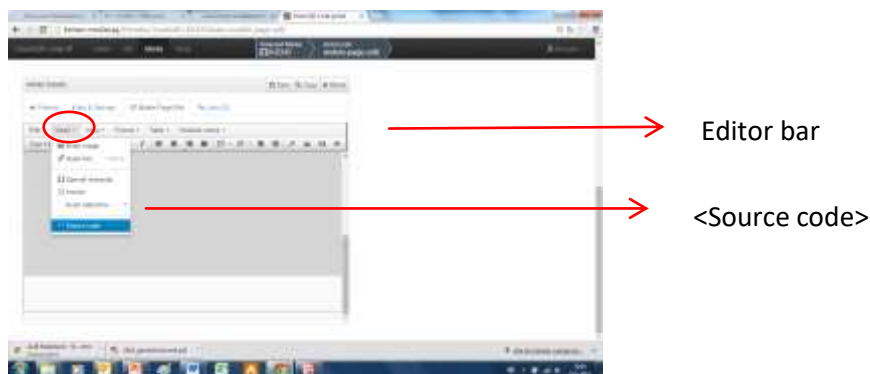


- ➔ Drag or select media from the media library, hold the left mouse button and drag the image to the field behind 'Source' and release the left mouse button.
- ➔ By default, the 'Width in%' is 100%. That means that picture when shown over the full width of the display screen. This may also be a smaller percentage.

Press 'Ok' and do not forget to press 'Save'.

To link a URL

- ➔ In the Editor bar, click 'Insert' and select <Source code>.




- ➔ Use the next html code:

```
<iframe src="http://www.hier het webaddress.nl" frameborder="no" style="width: 764px; height: 382px; min-height: 600px;" width="300" height="150"></iframe>
```

Do not forget to save (in the meantime).

To link a phone number

It's possible to directly show your phone number so that someone can call you right away. We show below how to add your own phone number to your mobile page (s). We use a symbol.  First, we place the symbol on a mobile page and then we link the phone number to the symbol.

- ➔ Find a suitable icon through a search engine (for example, Google) and save it to, for example, your desktop
- ➔ Go to the Media Library and upload the newly saved icon from your desktop. Do not forget to save.



- ➔ Now go to your mobile pages and click the mouse on the place where you want to place the symbol.
- ➔ Choose 'Insert' and choose from the 'Insert image' drop-down menu.
- ➔ Slowly move the left-hand icon left-to-right to the left behind 'Source' and release the left mouse button.
- ➔ Determine the size of the icon on the screen by adding a value at "Width" between 10% and 100% (100% = wide-



- ➔ Now click on the posted icon and then on insert / edit link (see above) and enter the phone number in the field behind Url, preceded by tel: //.

Insert link ✕

Url

Text to display

Target None

- ➔ Click on 'Ok' and save the whole page (Save).

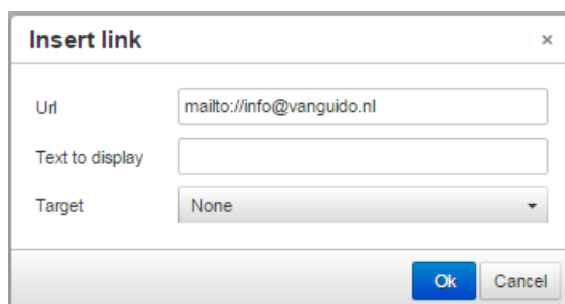
To link an emailaddress

It is possible to directly show your email address so that someone can email you directly. We'll show you how to add your own email address on your mobile page (s) below. We use a symbol. First, we place the symbol on a mobile page and then link the email address behind the symbol.

- ➔ Find a suitable icon through a search engine (for example, Google) and save it to, for example, your desktop.
- ➔ Go to the Media Library and upload the newly saved icon from your desktop.
- ➔ **Do not forget to save.**
- ➔ Now go to your mobile pages and click the mouse on the place where you want to place the symbol.
- ➔ Choose 'Insert' and choose from the 'Insert image' drop-down menu.
- ➔ Slowly move the left-hand icon left-to-right to the left behind 'Source' and release the left mouse button.
- ➔ Determine the size of the icon on the screen by adding a value at "Width" between 10% and 100% (100% = wide-spread)



- ➔ Now click on the posted icon and then on insert / edit link (see above) and fill in the email address as follows in the field behind Url: mailto: // (email address.nl).



- ➔ Click 'Ok' and then save the entire page (Save).

To link a VCard

To link a VCard you need to do some more operations. First, a person's VCard file must be created and saved. We opt for the following solution:

- ➔ Go to "Contacts" on your smartphone.
- ➔ Select the contact you want to link.
- ➔ Share the selected contact via email to yourself. You are now receiving a VCF file.
- ➔ Save the file to a location you can find again.
- ➔ Go to the Smart QR Code management environment, select Media and select Upload.
- ➔ Then select the newly saved file. That is now in the Media Library.

Do not forget to save (top right)

To link video or audio


- ➔ First upload the file to the Media Library (see Upload, page 13)
- ➔ Click on the red circle icon of the Mobile Page Edit bar



- ➔ Select the video or audio file, drag it to the "Drop Media Here" area and hit by pressing OK.



To link Social media

It is also possible to direct visitors to your social media pages. Below we show how to add your own LinkedIn page to your mobile page (s). Here too we use a symbol.  First we place the symbol on our mobile page and then link the LinkedIn-address to the symbol.

- ➔ Find a suitable icon through a search engine (for example, Google) and save it to, for example, your desktop
- ➔ Go to the Media Library and upload the newly saved icon from your desktop. Do not forget to save.
- ➔ Now go to your mobile pages and click the mouse on the place where you want to place the symbol.
- ➔ Choose 'Insert' and choose from the 'Insert image' drop-down menu.
- ➔ Slowly move the left-hand icon left-to-right to the left behind 'Source' and release the left mouse button.
- ➔ Determine the size of the icon on the screen by adding a value at "Width" between 10% and 100% (100% = wide-spread)
- ➔ Go to your own LinkedIn page and copy (Ctrl + C) the linkedIn address, which is below your profile picture (edit profile mode)

Don't forget to save your changes.



- ➔ Click on the icon of LI and click on insert / edit link) and paste your LinkedIn url with the place where url is requested. Then save and save the entire page.

Do the same for all your other social media accounts (Twitter, Pinterest, Facebook, Evernote, etc.

To link Google maps (travel directions)

To add an address or directions to your mobile pages, follow these steps:

- ➔ Open in your browser Google Maps.
- ➔ Enter the address and let Google Maps search for the address.
- ➔ Click Share
- ➔ Click "Embed Map"
- ➔ Click on 'Short URL' and copy the Ctrl + C key combination.

We're going to put a Google Maps icon on the mobile page.

- ➔ In search application (e.g., Google), select the desired symbol and save it to a location you can access again (for example, your desktop).
- ➔ Go to the media library and upload your newly saved Google Maps symbol.
- ➔ Go to your Mobile Page and select the place where your symbol should be located.
- ➔ Select 'Insert' and then select 'Insert image'. From the media library, drag the desired image to Source and click OK. You can now also determine the width across the screen (100% or less (free choice).

Do not forget to save!

Tip! Make a copy of your mobile pages.

Preview

Here you can find a preview of what you have made (and saved!). When the New Page is linked to a Smart QR Code, you'll see the same on the device that is being scanned. Incidentally, this feature does not always work because the content is not scanned externally via a smartphone. For example, the device functions do not work here.

Record





If your laptop is equipped with a built-in camera, you can create a video here and save it directly to your Media Library. Then you can place the video as a video on your Mobile page (s) or directly link it to your Smart QR Code.




Printing the Smart QR Code

Print your QR codes

See the "Print" chapter described earlier from page 24.

Account

 Account ▾

Fair use policy


In general, the use of the Smart QR Code is a fair use policy. This means that the content of the Smart QR Code is in accordance with Dutch standards of decency as well as within the meaning of Dutch law. Also, it is explicitly forbidden to post pornographic or offensive or offensive content behind the Smart QR Code. Finally, using the QR Code is bound to a certain bandwidth for normal use. See also the Smart Smart Code Terms of Delivery on smartqrcode.nl.

Access to management environment

To use the Smart QR code management environment you must have a username and password. This is only provided once. Therefore, keep this information in a safe place. After logging in, the PC automatically memorizes the password unless the settings of the computer do not allow.

Settings Settings

Profile settings

The screenshot shows a 'Profile settings' dialog box. It has a title bar with the text 'Profile settings' and a close button. Inside, there is a section 'Default QR Code Url' with a text input field containing 'http://'. Below this, there are two toggle switches: 'Use advanced features' and 'Online tagging without password (i)', both of which are currently set to 'Off'. At the bottom right, there are two buttons: 'Cancel' (orange) and 'Save' (green).

In de profile settings kun je vastleggen voor het hele account of voor iedere set QR Codes afzonderlijk op welke plek je terecht komt wanneer de QR Code gescand wordt, maar waarachter nog geen content geplaatst is (Default QR Code Url).

Use advanced features

Profile settings

Default QR Code Url

Embed QR Generator iframe
Add new embed based QR Codes to this set

QR generator embed code

Use advanced features ☒

Online tagging without password ☒

Embed QR Generator iframe

- Embed based QR Codes to this set
- QR generator embed code

Logout

After termination of the session, you can log out here.



Notes

[illegible]



If you need any help or advice, please contact vanguido! marketing & communications or Remote BV.

vanguido! marketing & communications
Guido Gerritsen
tel. +31 6 46025660
email: info@vanguido.nl
Skype: [guido.gerritsen1](https://www.skype.com/en/contacts/guido.gerritsen1)

Remote BV
Rob Hulsebos
tel. +31 6 53237275
email: r.hulsebos@ziggo.nl
Skype: [hulsr01](https://www.skype.com/en/contacts/hulsr01)

This document is an edition of vanguido! Marketing & communication, on behalf of Remote BV, based in Zwolle, The Netherlands.