# Instruction manual

Nemo5Android

Introduction

This manual describes the basic functionality of Nemo5Android. Nemo5 is a native Android application that can be used by professionals to perform task registrations.

Nemo5Android download and install

To use Nemo5Android you must download and install the application with your Android device from the Google Playstore.
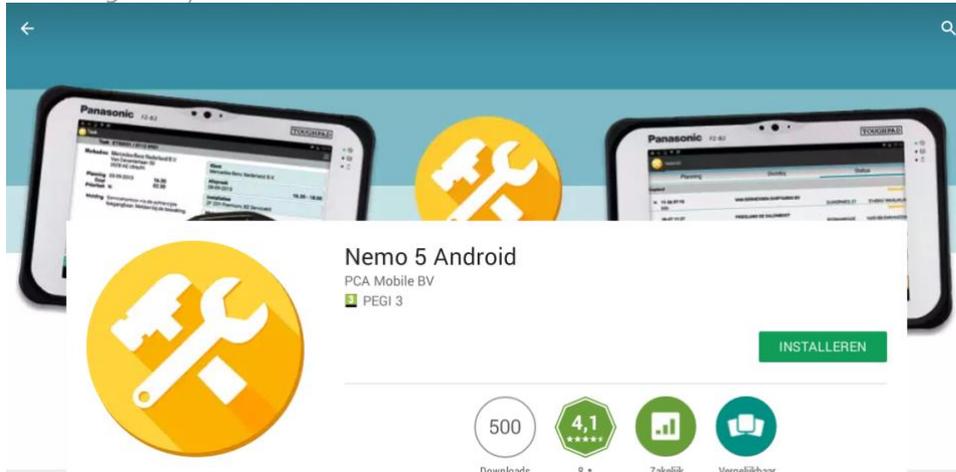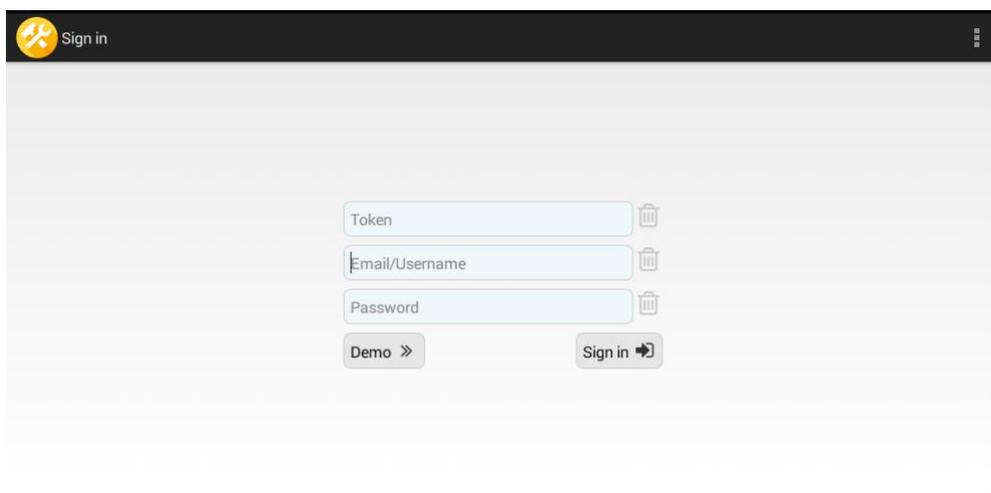

Nemo5Android start and log in

To start Nemo5Andorid, press the Nemo5Android icon on your phone or tablet.
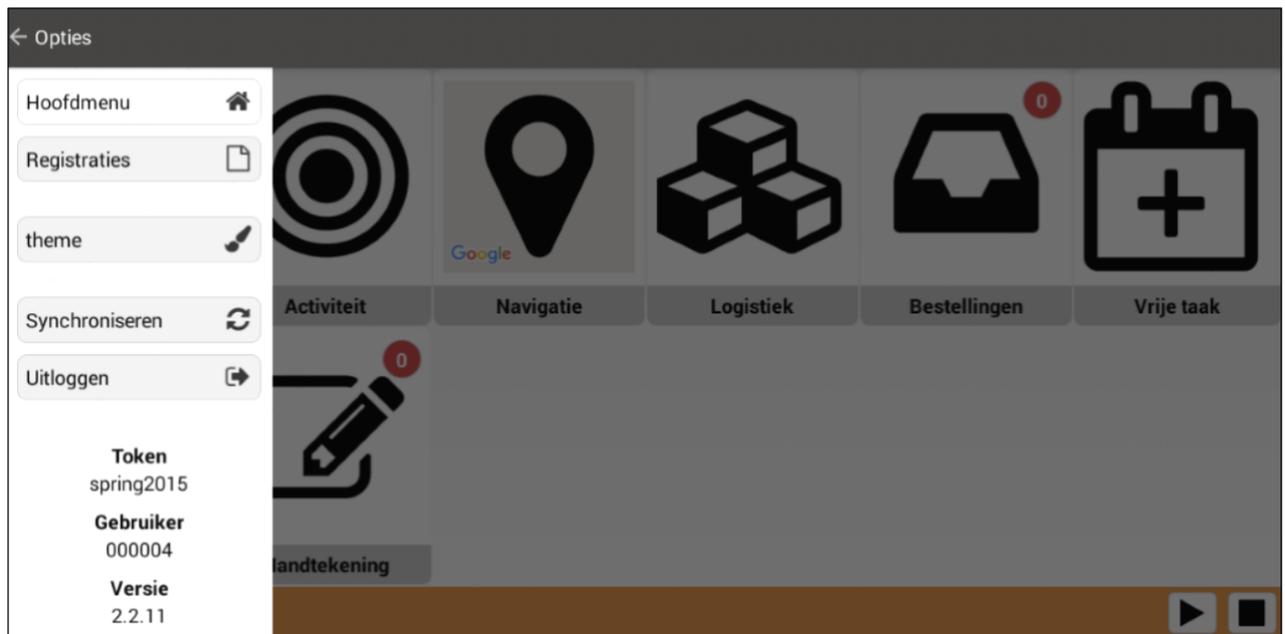

When Nemo5Android is started for the first time, it will ask for:
- Token (Company Name)
- Email/username
- Password

Since version 2.2.11 of Nemo5Android, the application has a new menu structure. This can be accessed via the sidebar.

Main menu
When you log in to Nemo5Android you will be taken to the main menu.
Here you can perform things that are not linked to a task registration.

Registrations
The "registrations" menu contains all menu items that are related to registering hours on tasks.

Theme
When you press this button, you can choose how Nemo5Android should be displayed.
There is a choice between 4 themes:
- Dusk to dawn
- Classic
- Lion heart
- PCA

Notifications
As soon as a new task is available for the professional, he can receive a notification on his mobile. In this menu you can choose to switch the notifications on or off.
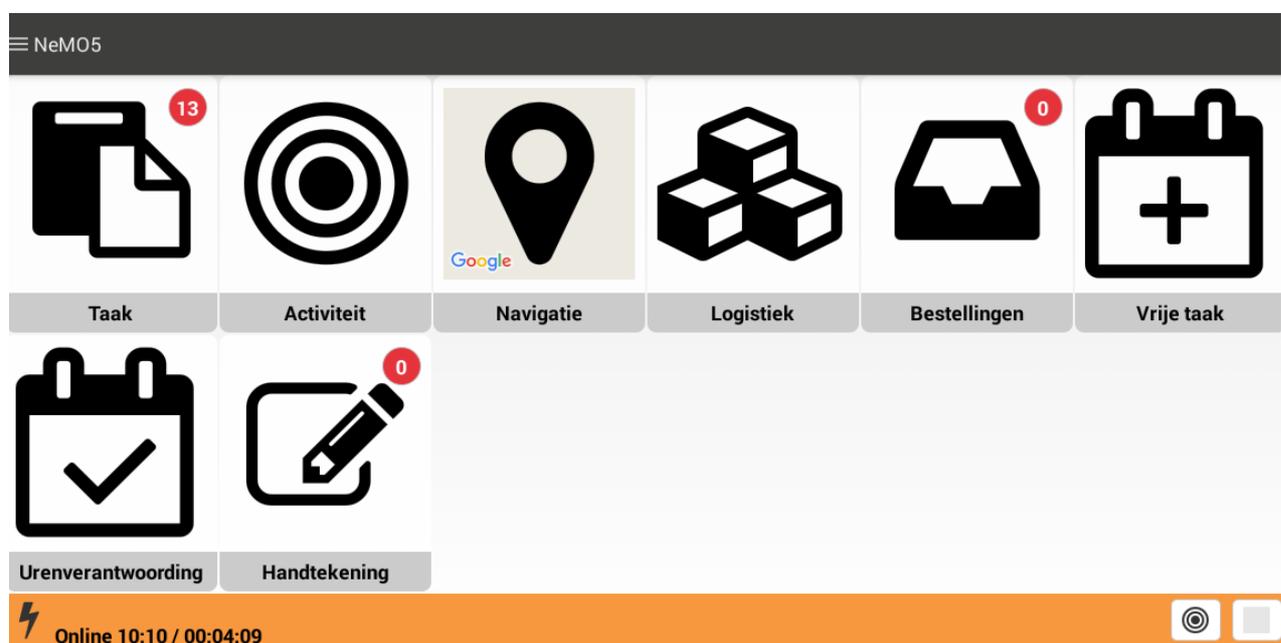
Synchronize
Tap this button if you want Nemo5Android to synchronize.

Log out
Tap this button if you want to log out.

After logging in you are in the home screen. In this home screen there are (depending on the settings) a number of icons. These icons refer to tasks that you can perform without a registration for a task attached to it.

In the example above all possible tiles are activated that can be found in the main menu. A number of tiles may not have been made visible depending on the settings of your company.

The main menu
The (possible) buttons in the main menu:

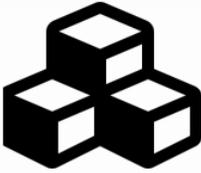| Button	Description	Example
Task	Under this tile you can view the tasks that the planner has prepared for you.	**Taak**
Activity	Below this button are activities that can be registered outside the task.	**Activiteit**
Navigation	If you click on this, your navigation software will be opened. Usually this will be Google Maps.	**Navigatie**
Logistics	If your company has activated the Logistics module, the inventory of (for example) materials can be viewed / maintained under this button.	**Logistiek**
Orders	This button gives you the option to place orders for material.	**Bestellingen**
Free task	If your company uses free tasks, they will be included here.	**Vrije taak**
Hourly accounting	Here you can see an overview of the hours worked.	**Urenverantwoording**
Signature	Under this button you will find (if applicable and set) the signatures that still have to be collected from tasks that require a signature.	**Handtekening**

Buttons with submenus in the main menu

There are buttons in the main menu under which even more options are available.
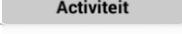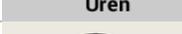These buttons are explained below 1 for 1
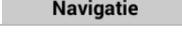The "activity" button and sub items

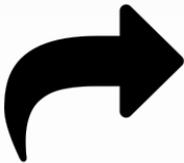| Button	Description		Example
Activity	Below this button are activities that can be registered outside the task.		**Activiteit**
	Submenu	**Description**	**Example**
	Indirectly	Here you can choose to register the indirect hours. These can, for example, be hours for special leave or a general public holiday.	**Indirect**
	Pause	When you have "pause" you can indicate this with this button. The pause button changed to the "online" button.	**Pauze**
	Online	If you have pressed "pause" this button changes to the "online" button. You can press the "online" button after your break is over.	**Online**
	Waiting	This heading is used when there are no more commands. M.a.w. They are now waiting for an assignment.	**Wachten**
	End	This button is used to indicate the end of a working day.	**Einde**
	Traveling	This button is used to indicate in general that you are traveling. This travel is not task related.	**Reizen**
	Traveling home	This button is used to indicate that people are traveling home.	**Reizen huis**

The "logistics" button and sub items

Button	Description		Example
Logistics	If your company has activated the Logistics module, the inventory of (for example) materials can be viewed / maintained under this button. This whole depends entirely on the process and the design of the customer.		**Logistiek**
	Submenu	**Description**	**Example**
	Issue	Issue goods warehouse.	**Uitgifte**
	Reception	Receipt Goods from warehouse.	**Ontvangst**
	Overbooking	Transfer from, for example, one warehouse to another.	**Overboeking**
	Correction	Stock correction.	**Correctie**

The Registration menu

Button	Description	Example
Task	The overview of tasks appears when this tile is clicked.	⑦ Taak
Activity	Register an activity on a task.	Activiteit
Complete	You can use this button to complete the selected task.	Afronden
Material	You can add material to the task below this tile.	Materiaal
Installations	This tile provides information about the installation if installations are described on the task.	Installaties
Hours	The resource can supplement / change the hours that have been booked for the task.	00:30 00:00 Uren
Navigation	If you click on this, your navigation software will be opened. Usually this will be Google Maps.	Google Navigatie

Forms	Under this tile forms are filled in on the task.	**Formulieren**
Logistics	If your company has activated the Logistics module, the inventory of (for example) materials can be viewed / maintained under this button. This whole depends entirely on the process and the design of the customer.	**Logistiek**
Customer	An overview with all customer data is visible under the customer tile.	**Klant**
History	The customer's history can be viewed under this tile.	**Historie**
Foto's	Under this tile it is possible for a professional to add photos to the task.	**Uitgifte**
Orders	Orders can be forwarded by the professional via this button.	**Bestellingen**
Documents	A planner can add documents to a task. These are visible under the tile documents..	**Documenten**

Follow-up task	For example, if a professional needs more time than planned, he or she can choose to create a follow-up task. The skilled person can issue a new schedule under this tile when the work is continued.	**Vervolgtaak**
Free task	If your company uses free tasks, they will be included here.	**Vrije taak**
Hourly accounting	Here you can see an overview of the hours worked on the task.	**Urenverantwoording**
Signature	Under the tile signature, the customer can put a signature for approval on the relevant task.	**Handtekening**

Buttons with submenus in the registration menu:

Button	Description		Example
Activity	Below this button are activities that can be registered within the task.		Activiteit
	Submenu	Description	Exaple
	Administration		Administratie
	Indirect	Here you can choose to register the indirect hours. These can, for example, be hours for special leave or a general public holiday	Indirect
	Mat. Get it		Mat.halen
	Task travel		Taak reizen
	Work		werken
	Pause	When you have "pause" you can indicate this with this button. The pause button changed to the "online" button	Pauze
	Online	If you have pressed "pause" this button changes to the "online" button. You can press the "online" button after your break is over.	Online
	Waiting	This button is used when there are no more commands. M.a.w. They are now waiting for an assignment..	Wachten
	End	This button is used to indicate the end of a working day.	Einde
	Traveling home	This button is used to indicate that people are traveling home.	Reizen huis