

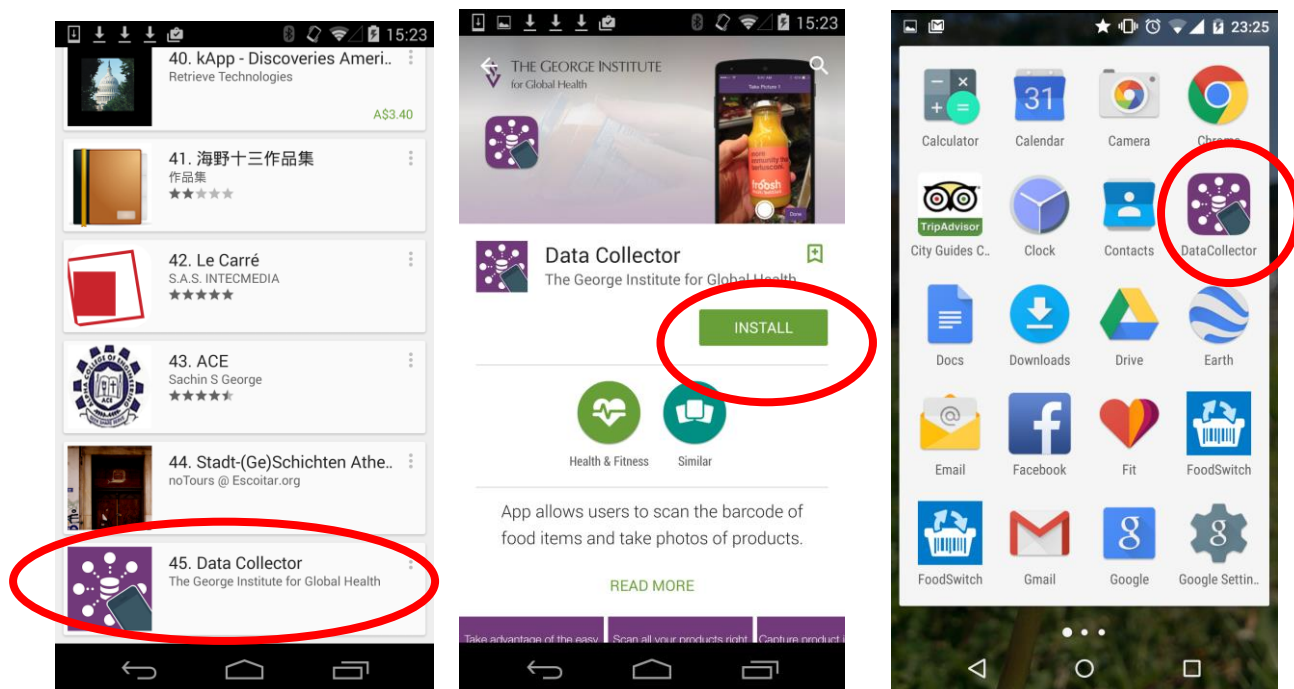
# Instructions for using The George Institute's NEW Data Collection App - Android

## Contacts

**This instruction document was developed based on Android version 5.0.1 on a Google Nexus 5 phone. Different Android devices may have different app installation processes and location settings.**

Please contact Polly Huang [hliping@georgeinstitute.org.au](mailto:hliping@georgeinstitute.org.au) if you have any questions. Photos need to be uploaded on the same day they are collected, just to minimize any problems with the smartphone.

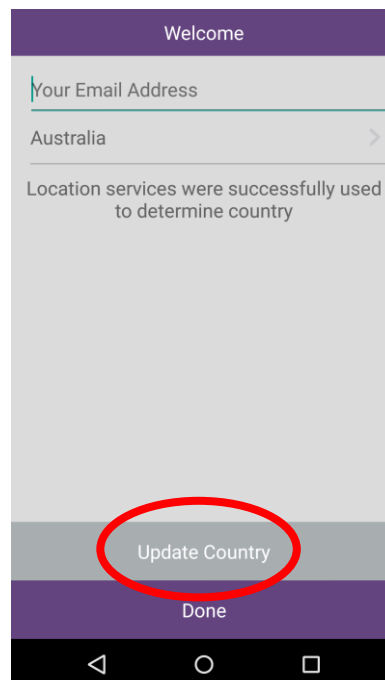
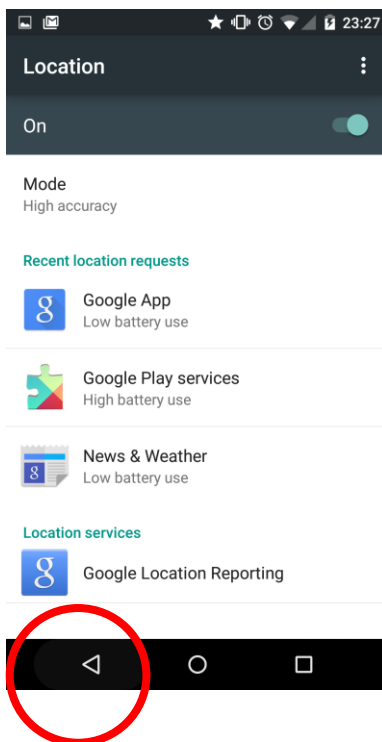
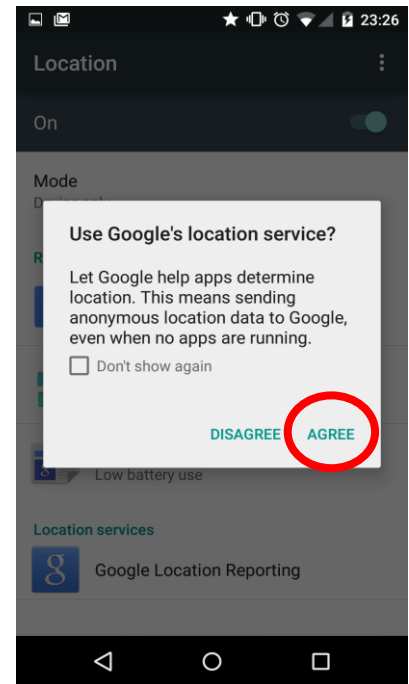
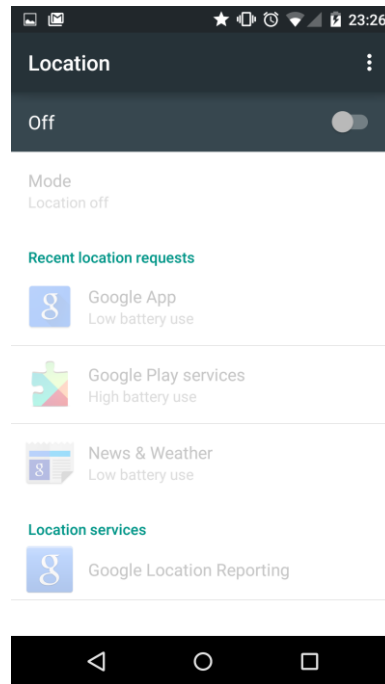
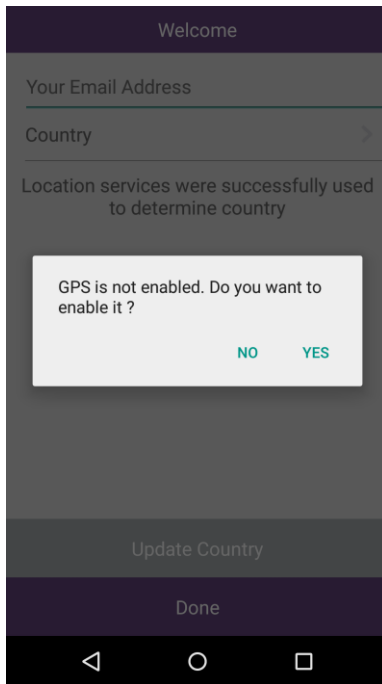
**Step 1:** Go to the Google play store and search for “George Institute”. Note that the app may be quite far down the list (see image below). Select and download the Data Collector App as shown in the image below. Make sure you allow the app to access the camera. Once the app has downloaded, you can select the icon in the image on the right below.



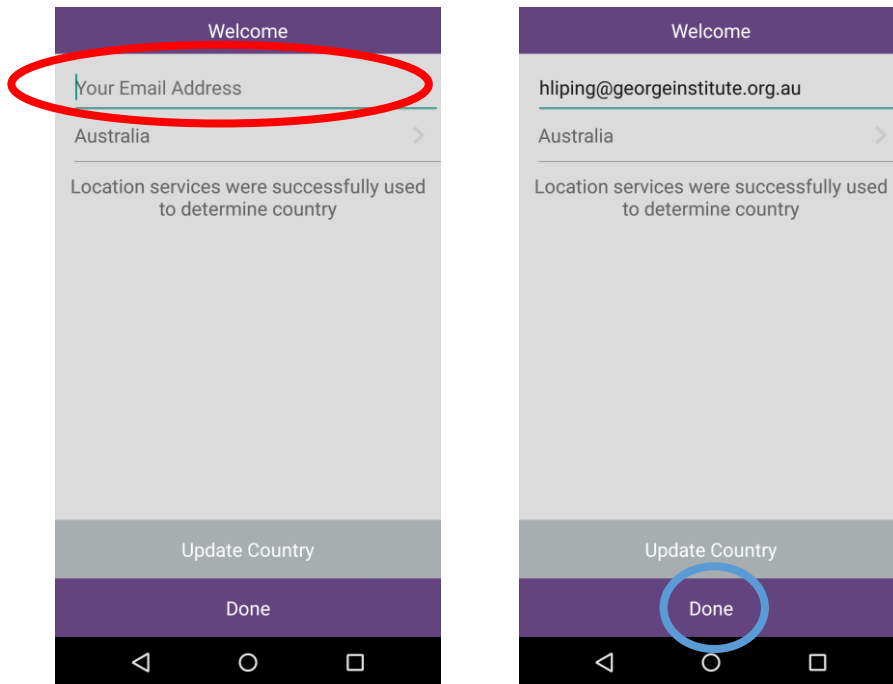
## Setting up the app

**Step 1:** Open up the Data Collector App.

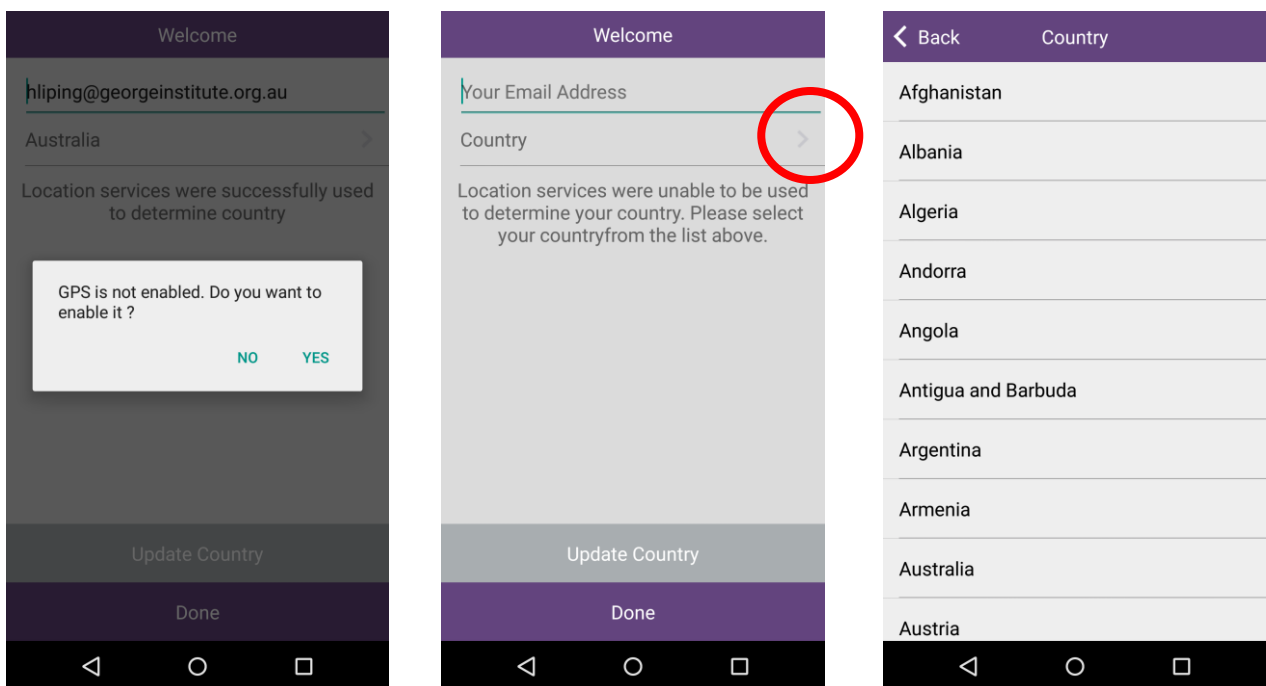
**Step 2:** When you first load the App, if the location service is disabled, the following message will appear. Please click “YES” and go step by step to turn on location service.



**Step 3:** Fill in your email address on the Welcome Screen by clicking in the field as indicated in the red circle below and then click “Done” as indicated in Blue in the second photo below.

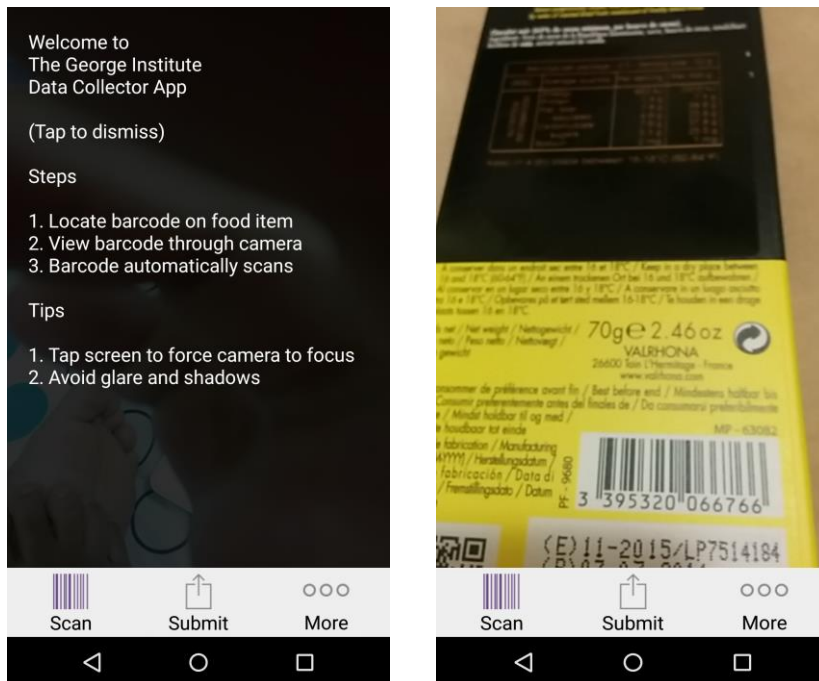


**Step 3:** Ensure the correct country from which you are collecting data is indicated. For this to occur, Location Service must be turned ON in your settings. If Location Service is turned OFF, you will need to manually select your country by clicking on the indicator to the right of the country (circled in red below). You need to then select the country you are located in from the list. If you are not connected to either wireless or 3G you will get the message below and need to click “NO” to manually select your country.



## Collecting data

**Step 1:** Tap the welcome screen and start by scanning the barcode of a product by holding the smartphone over it. The smartphone's camera should automatically detect the barcode.



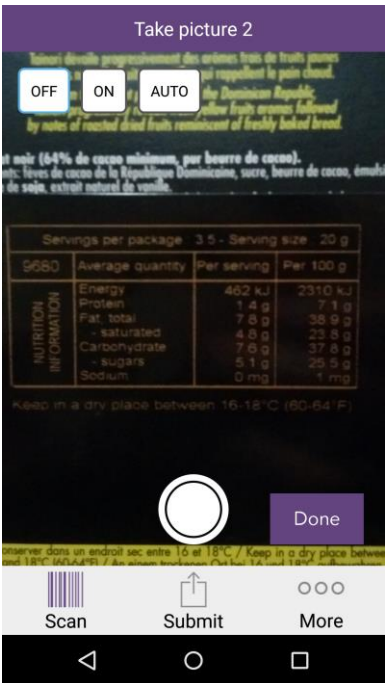
**Step 2:** Take a photo of the front of the package. Note you have the option of turning the flash on or off as needed.



**Step 3:** You will be given the option to retake, use or complete the photo taking process. If the photo is blurry, click “Retake” and try again. If the photo is usable, click “Use”.



**Step 4:** The second photo should be of the product’s Nutrition Information Panel. If the photo is blurry, click “Retake” and try again. If the photo is usable, click “Use”.

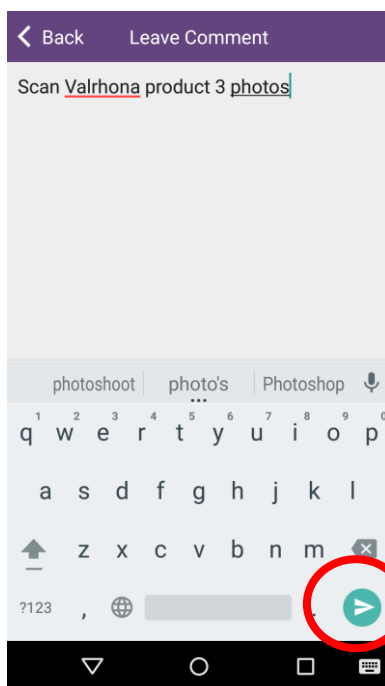
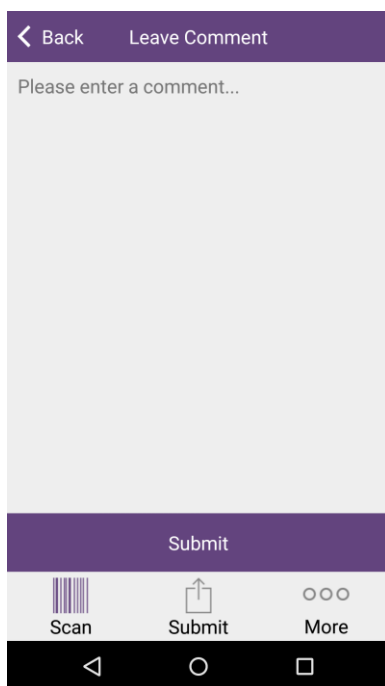


**Step 5:** The third photo should be of the product's ingredients list. If the photo is blurry, click “Retake” and try again. If the photo is usable, click “Use”.



**Step 6:** You can continue taking photos as per the previous steps if you require photos of additional items (for example, maybe 2 photos are required to capture all of the label). Once you have taken all the photos you need for a particular product, click “Done”.

**Step 7:** You now have the option of including an additional “note” about the product. Click “Done” when finished, red circle in the picture below.



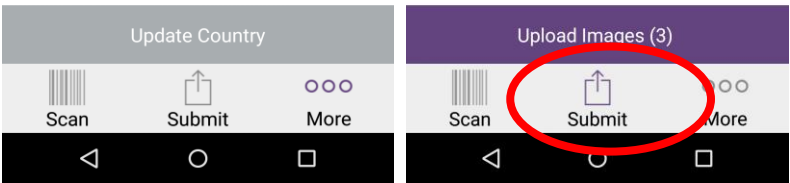
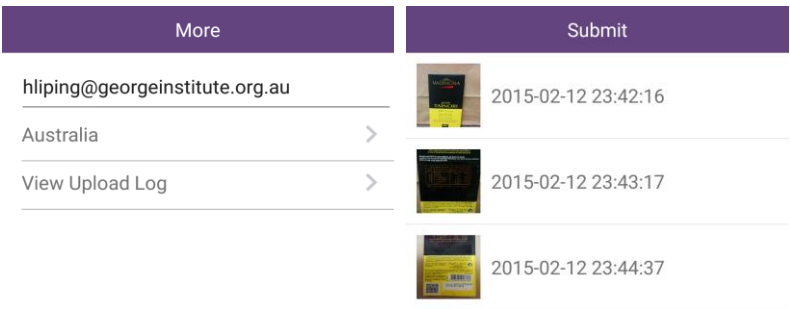
**Step 8:** You can now either begin the process for another product by scanning the barcode and going through each of the steps again, or you can choose to upload your photos at any time. It is suggested that you continue scanning and taking photos of products and upload them when you have access to wireless internet to ensure that your internet usage on the phone and your phone battery are not exceeded.



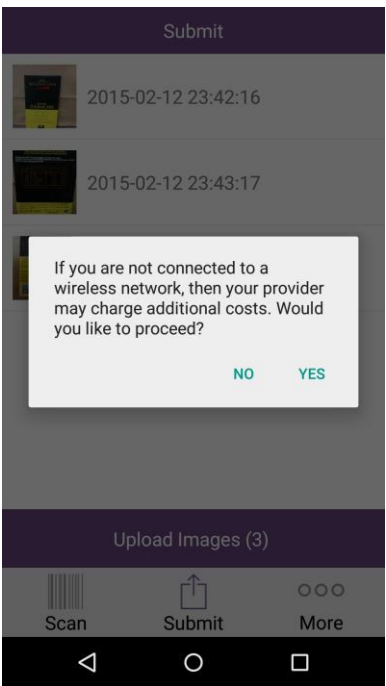
# Uploading data

Step 1: Ensure you are connected to a wireless internet connection.

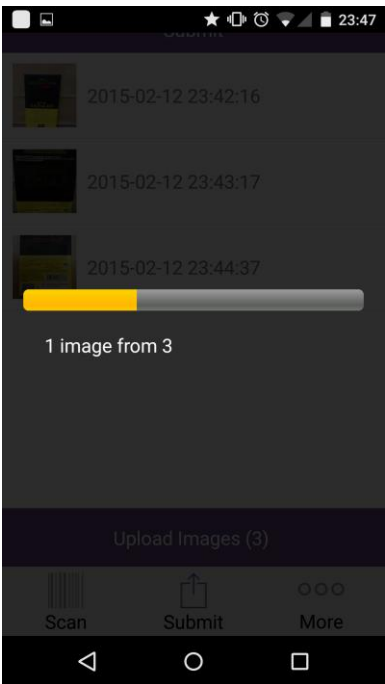
Step 2: When you are ready to upload your photos, click on the “Submit” icon in the centre of the global navigation screen (circled in red below). You will then see the option to upload photos. The number in brackets (e.g. in the picture below it says 3) indicates the number of photos that will be uploaded. Click on “Upload Images” to upload all photos.



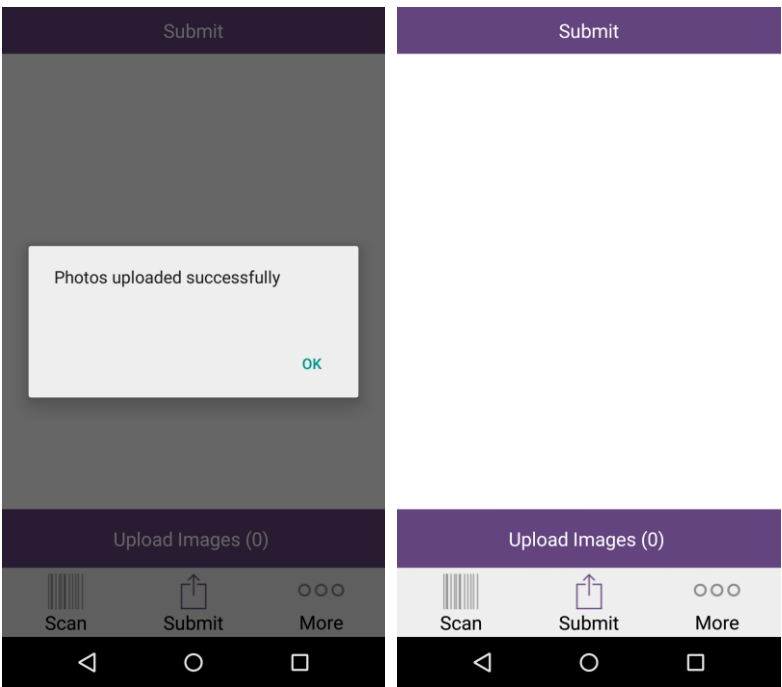
NOTE: The message below will appear after you click “Upload Images”. If you are not connected to wifi, please collect data for as many products as you can and upload them when you are connected to wifi at a later time.



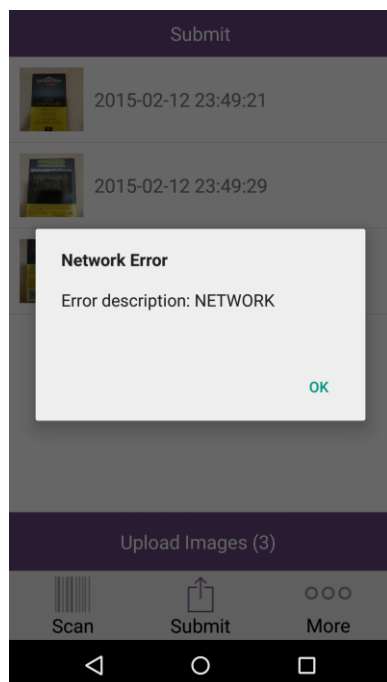
Step 3: During the upload process, the screen will appear as per the following image.



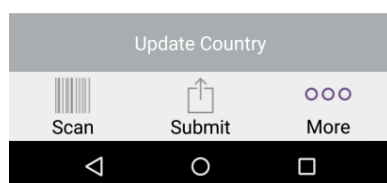
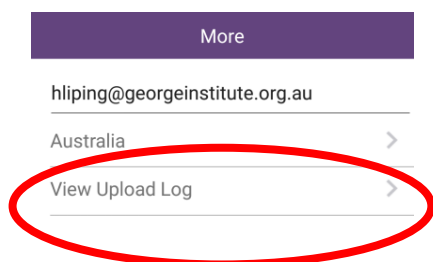
Step 4: The next screen should appear when all photos have finished uploading and when you click “OK” you should have an empty Submit screen remaining.



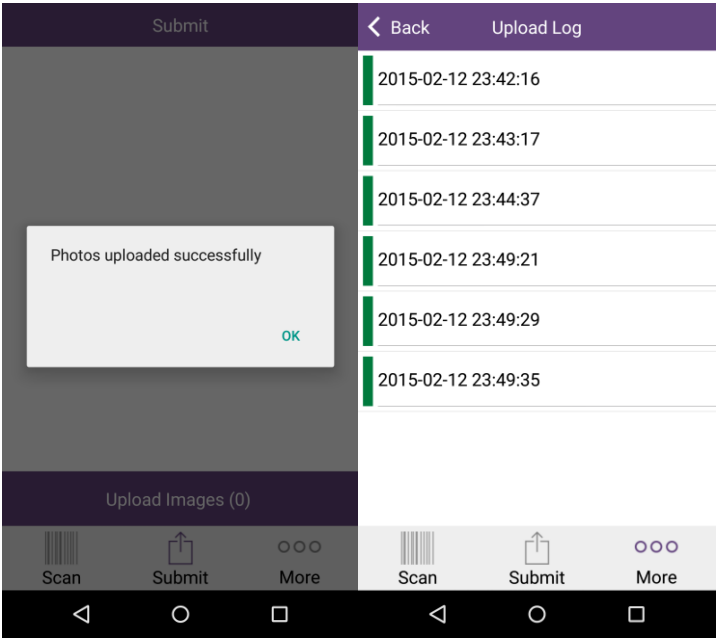
Problems during upload can occur if the internet connection is interrupted. If internet connection is interrupted during upload the following message will appear:



**Final step:** After each upload, please check the upload log. To do this, click on the “More” icon on the global navigation screen which will take you back to the main log in screen. Please click on “View Upload Log”.



You should then be able to see a log of all product uploads. The most important thing to look for is a green square with “Upload Finished”. If there is an interruption with internet connection during uploading, the log will show this in amber.



If you have any technical problems, please contact Polly immediately.