



# USER MANUAL

for Seed Inspector







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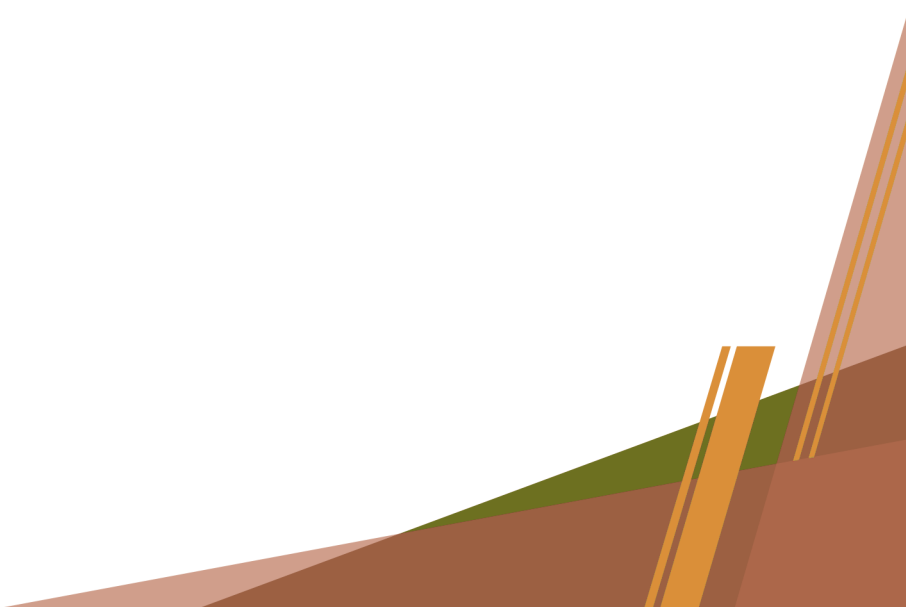
for Seed Inspector

2023





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# Overview



## Overview

As part of the RSIS project integration, the Mobile App plays a major role in processing and validating data that comes from the Seed Growers App. The farm geotagging data that are captured by the SI Mobile App will be viewable and listed for inspection by the seed inspectors/coordinators using a mobile phone or tablet.

### Purpose

This **SI Mobile App User Manual** is a brief document that provides an overview of the data and information captured from the Seed Growers App. This manual serves a guide for SI users that illustrates a step-by-step procedure of the installation, navigation of menus, and explanation of the app functions.

## System Requirements

### Mobile Phones and Tablets

Manufacturer	Firmware	Version
Android	Minimum ~ Kitkat	4.4
iOS	Soon	Soon
Windows	-Not Supported-	-Not Supported-

Hardware	Capacity
Memory	At least 2GB
Processor	~

### For Android App users:

- a. Google apps, such as Google maps, must be updated with the latest version.
- b. Location or GPS settings must be turned on.
- c. Make sure that the phone or tablet's firmware is updated.
- d. Give permission to the SI app on media storage.



# Downloading and Installing the Seed Inspector (SI) Mobile App



## APP VERSIONS

### Version 3.01

- Updated the dashboard user interface
- Added the accreditation module
- Added the point geotagging feature

### Version 4.03

- Buttons and user interface on seed certification form
- View images/polygon geotagging button on the prelim inspection form
- Certification module on dashboard and status
- Version visibility on a dashboard
- Added the results of analysis (RLA) status on the seed sampling details form

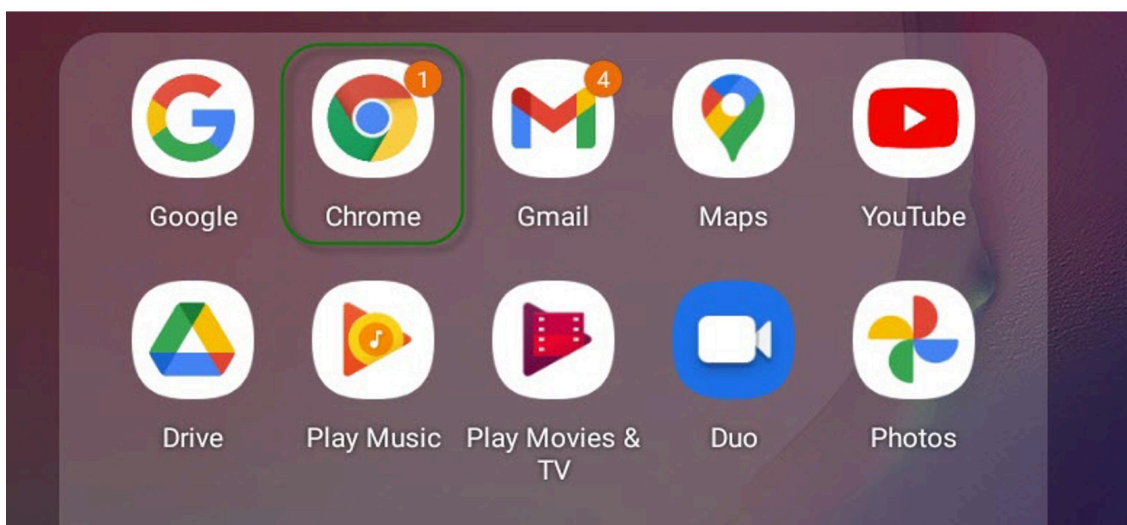
### Version 4.06

- Added the pending prelim reinspection module
- Took off the password instruction on documentation and added complexity on the app to the default password to meet security requirements
- Updated the entity code for government agency names (DA-PhilRice, DA-BPI, and etc.)

## DOWNLOADING AND INSTALLING THE SI MOBILE APP

1. Navigate through your mobile phone or tablet and open your preferred web browser.

The figure below shows Google Chrome for illustration purpose only, however, please note that this is the suggested web browser for ease of use.



**Figure 1a.** Google Chrome App

2. Open your browser and type <https://bpinsqcs.da.gov.ph> this in the address bar. The **BPI NSQCS Databank Web App** log in portal will show up. On the lower left of your screen, click the **Downloadable Forms and Apps** as shown below.

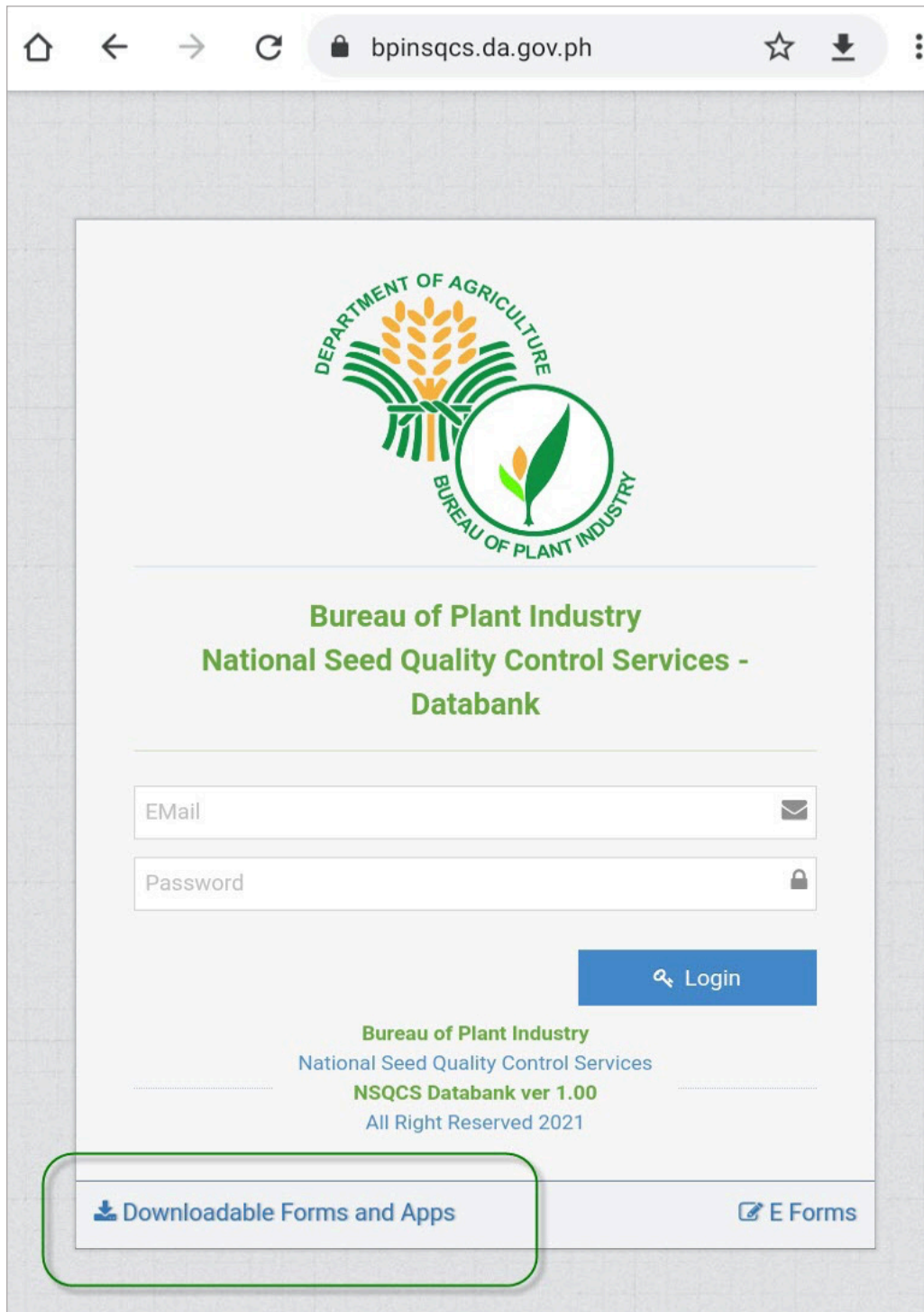


Figure 1b. Databank Web App

3. Scroll down to see the Mobile App then click **SI Application** to download the **SI Mobile App** (Figure 1c).

You may see a pop-up screen similar to the screenshot in Figure 1d asking if you wish to proceed. Click **OK** to confirm it.

Wait for the SI Application APK to be downloaded as shown below (Figure 1e).

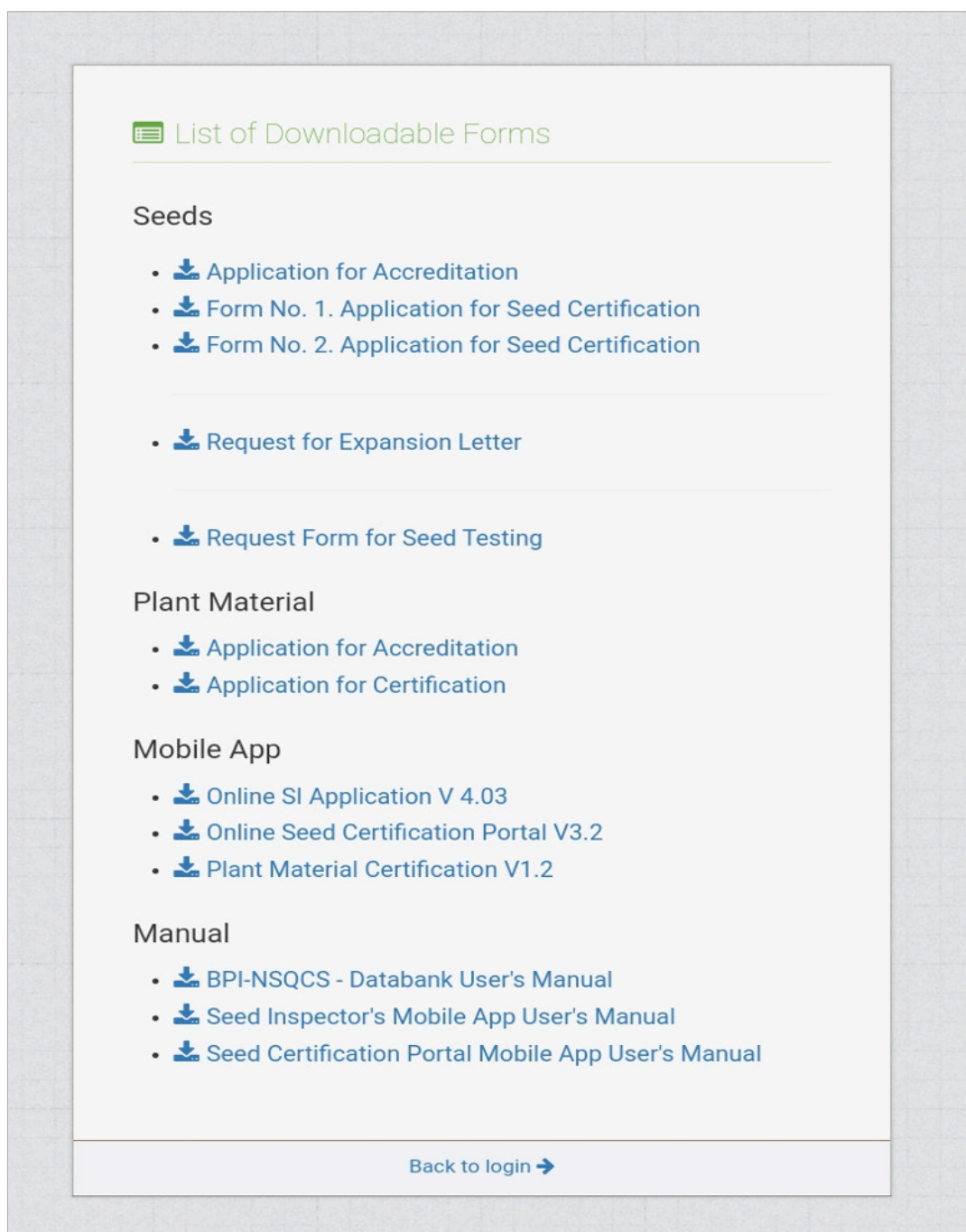
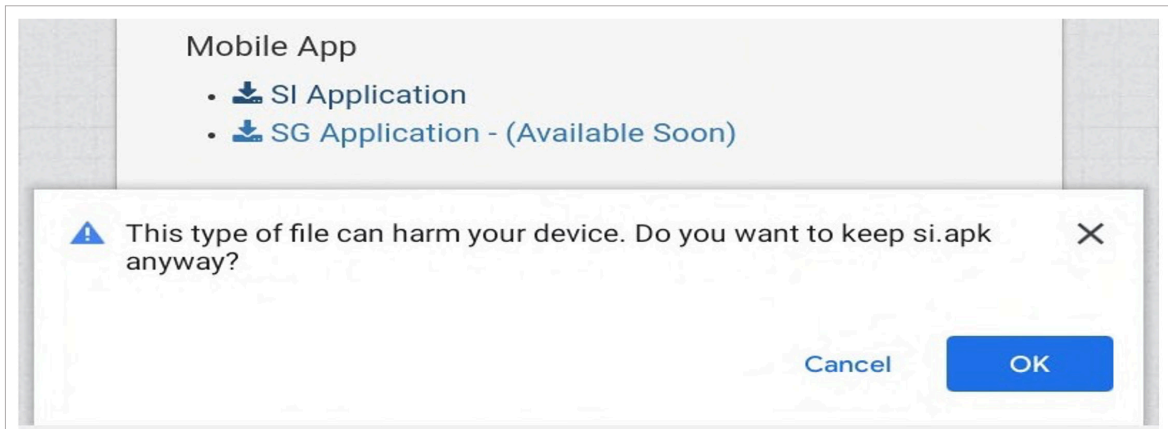
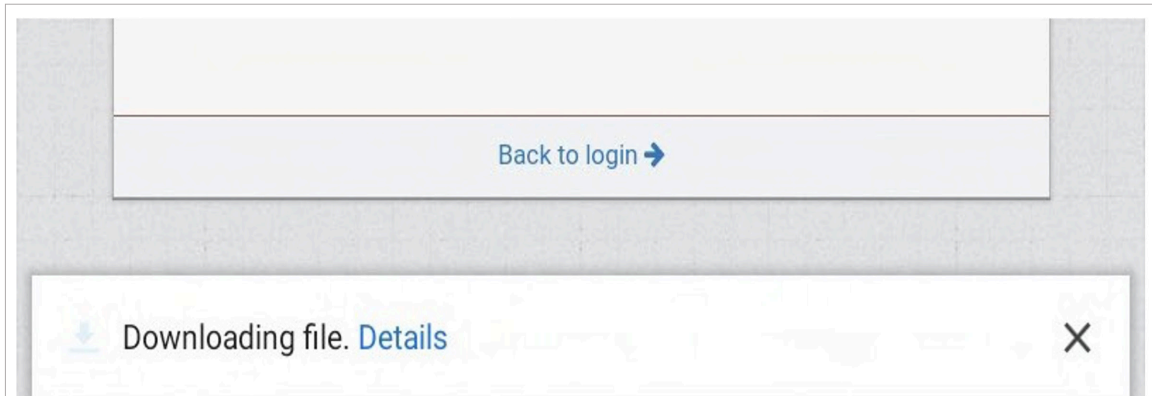


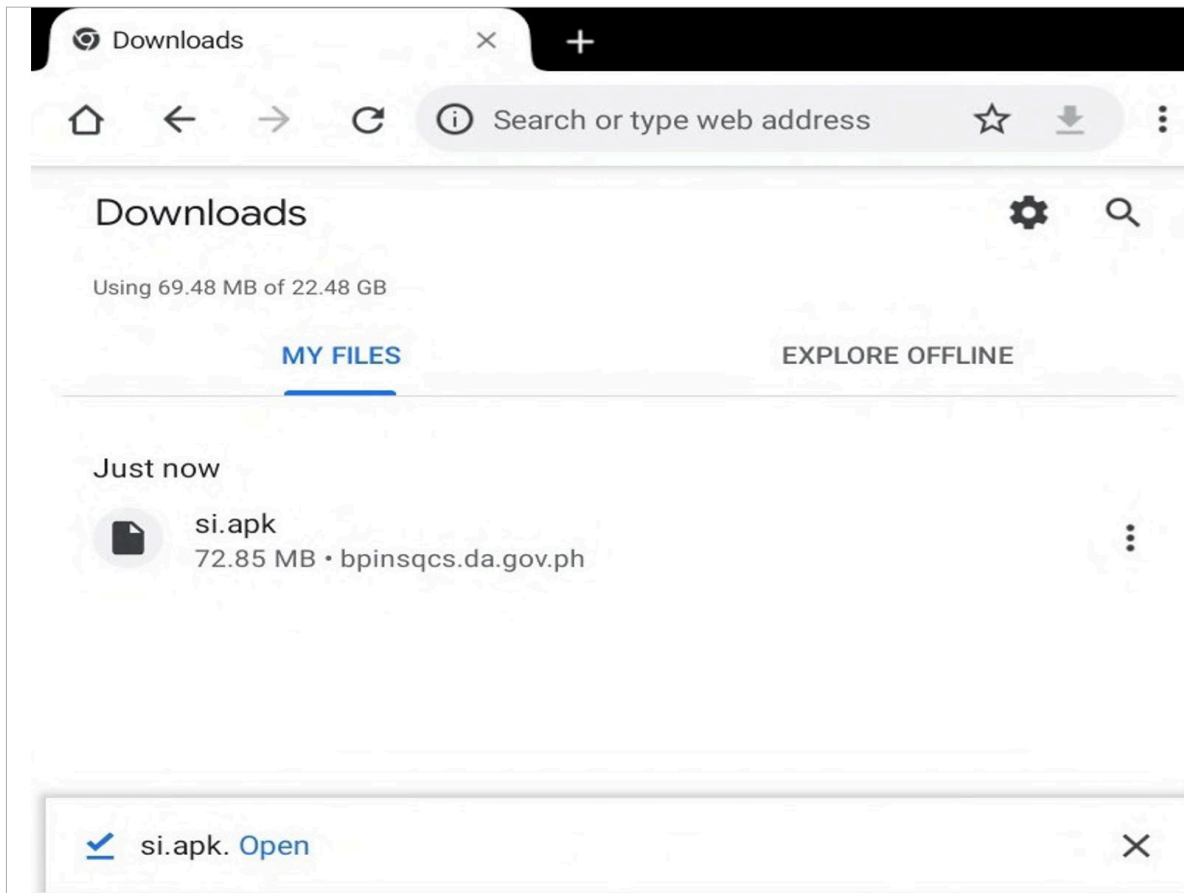
Figure 1c. SI Mobile App link



**Fig 1d** Download acknowledgment



**Figure 1e.** Downloading notification

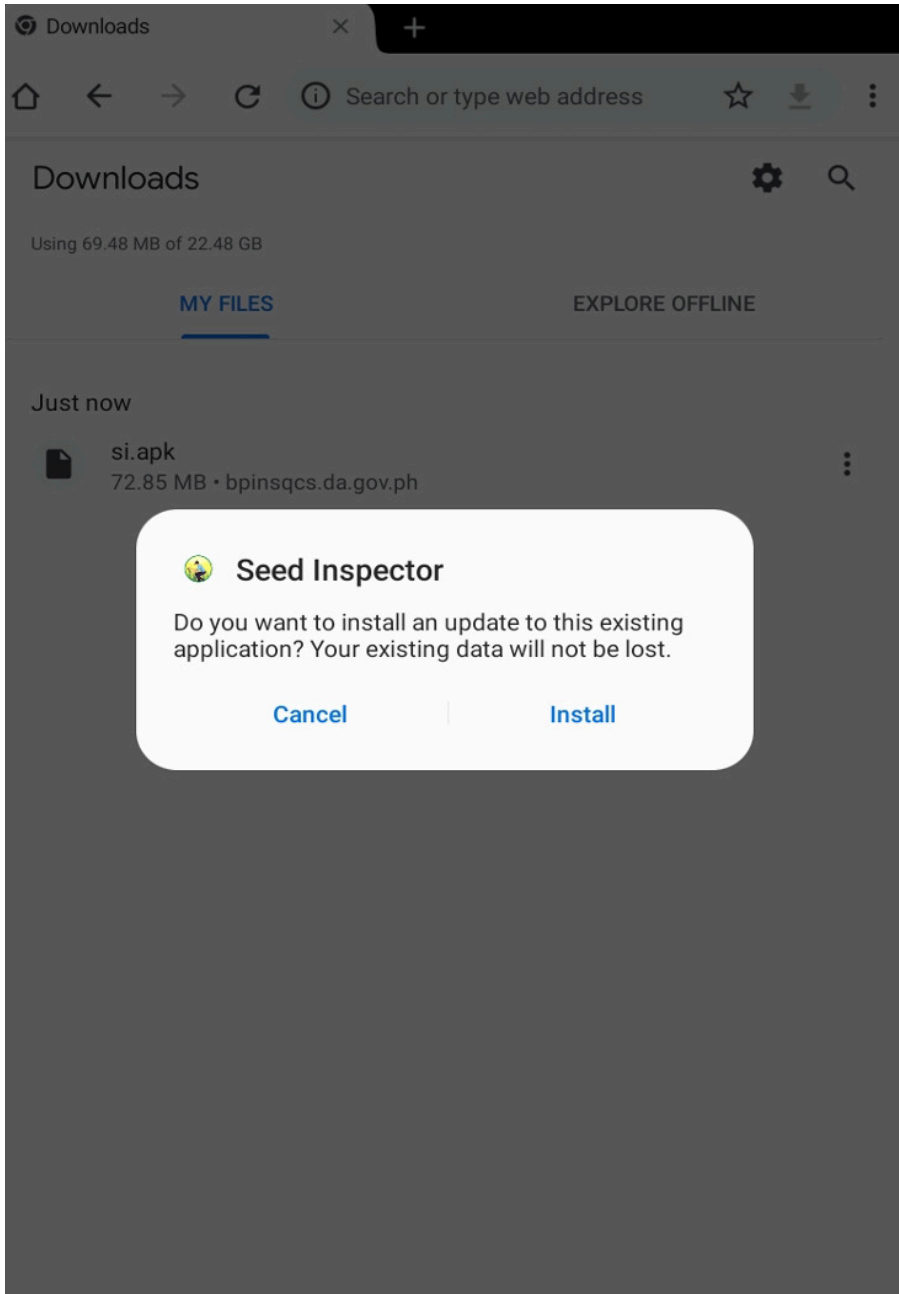


**Figure 1f. Application completed installation**

Once downloading of app has been completed, click **Open** to begin the app installation.

4. A pop-up screen may show up similar to the screenshot (Figure 1g) below. Click **Install** to proceed.
5. A progress and installation window will appear. Wait for a few minutes and it will notify you once the app is installed.

**Note:** If you switch screens on your phone or tablet, the SI Mobile app will still be installed in the background but you may not see the progress of the installation.



**Figure 1g.** Pop-up screen for screen installation

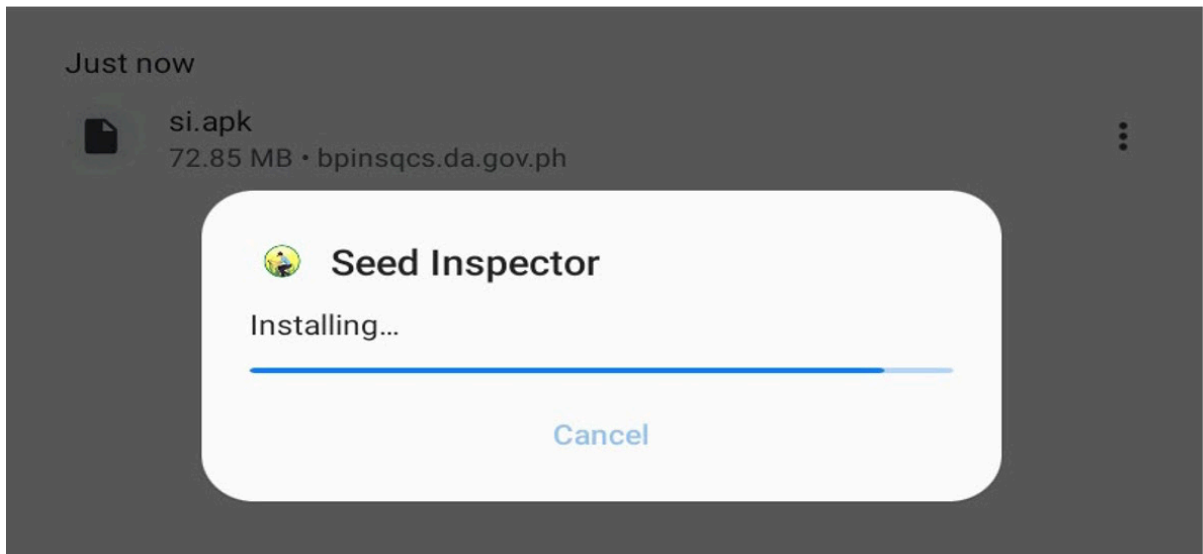


Figure 1h. Installation progress window

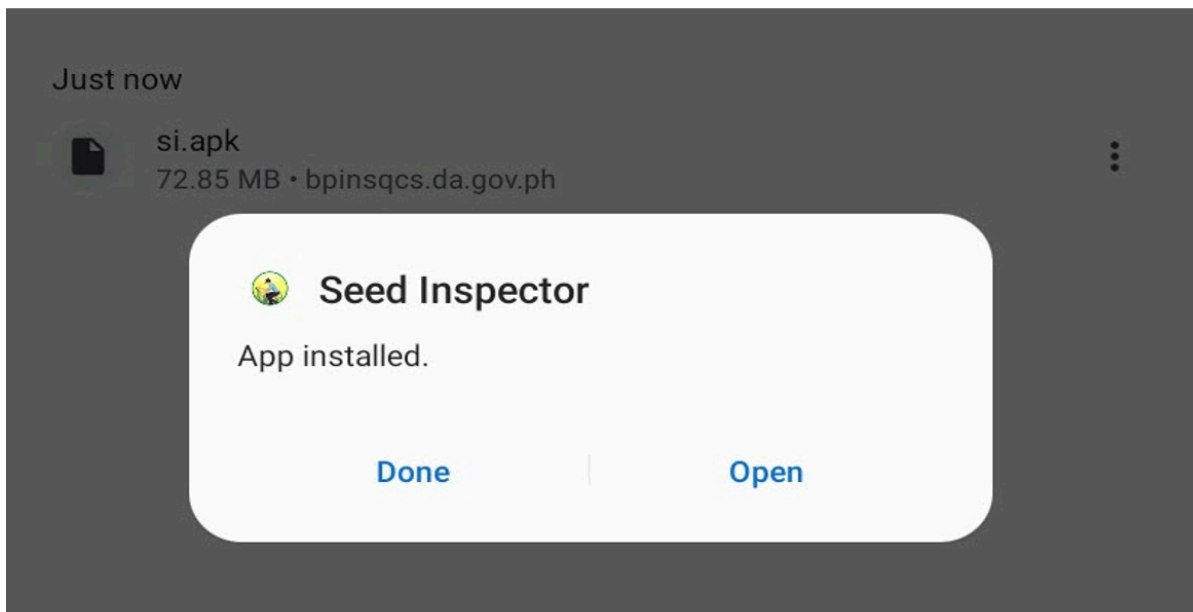


Figure 1i. Installation completion notification

6. Once installation has been complete, navigate your phone or tablet and look for the **SI Mobile App** icon (inside the green box).

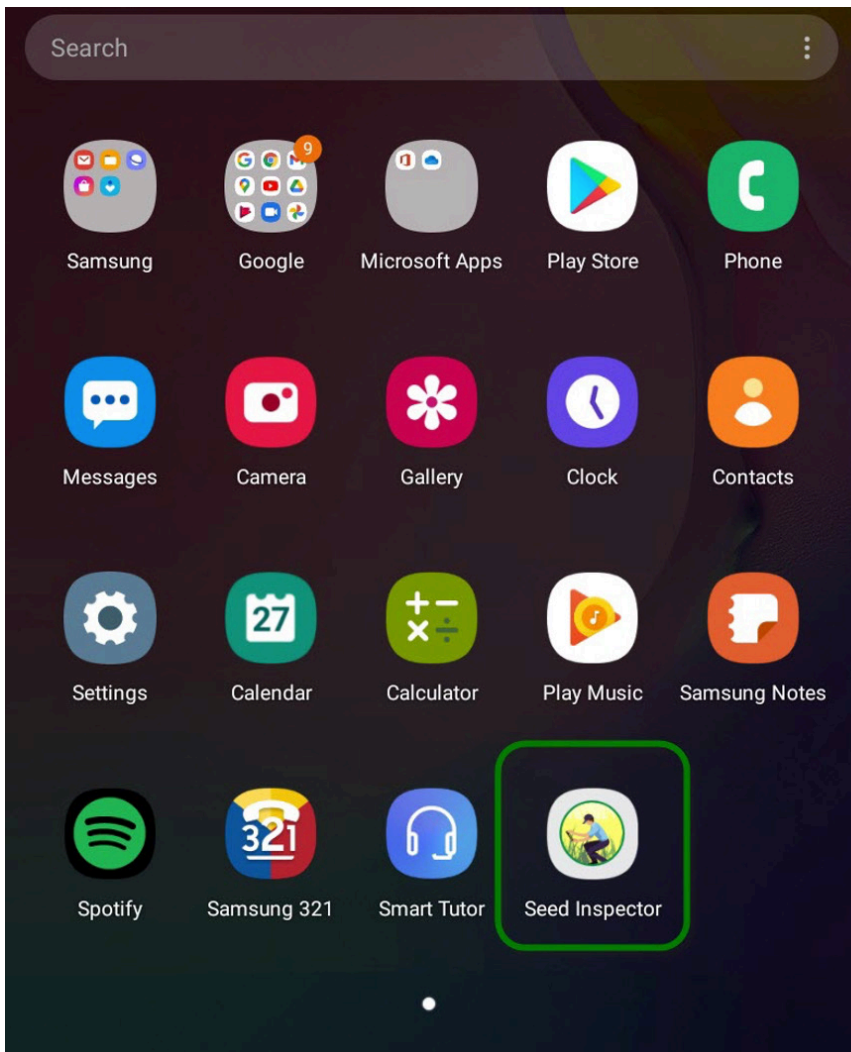


Fig 1k SI Mobile App icon





# Navigating the SI Mobile App

## NAVIGATING THE SI MOBILE APP

Launch the SI Mobile App on your phone or tablet. The home screen will prompt you to log in (Figure 2a).

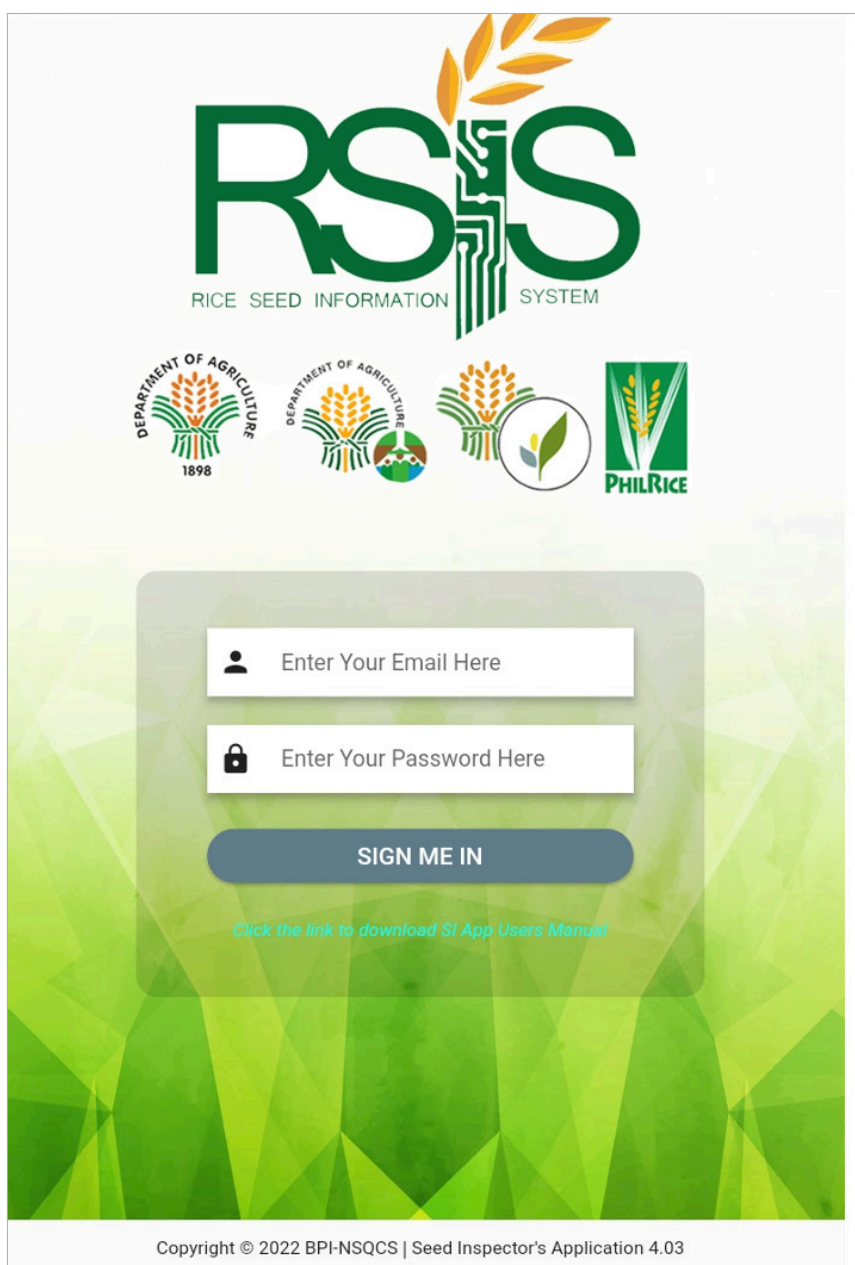
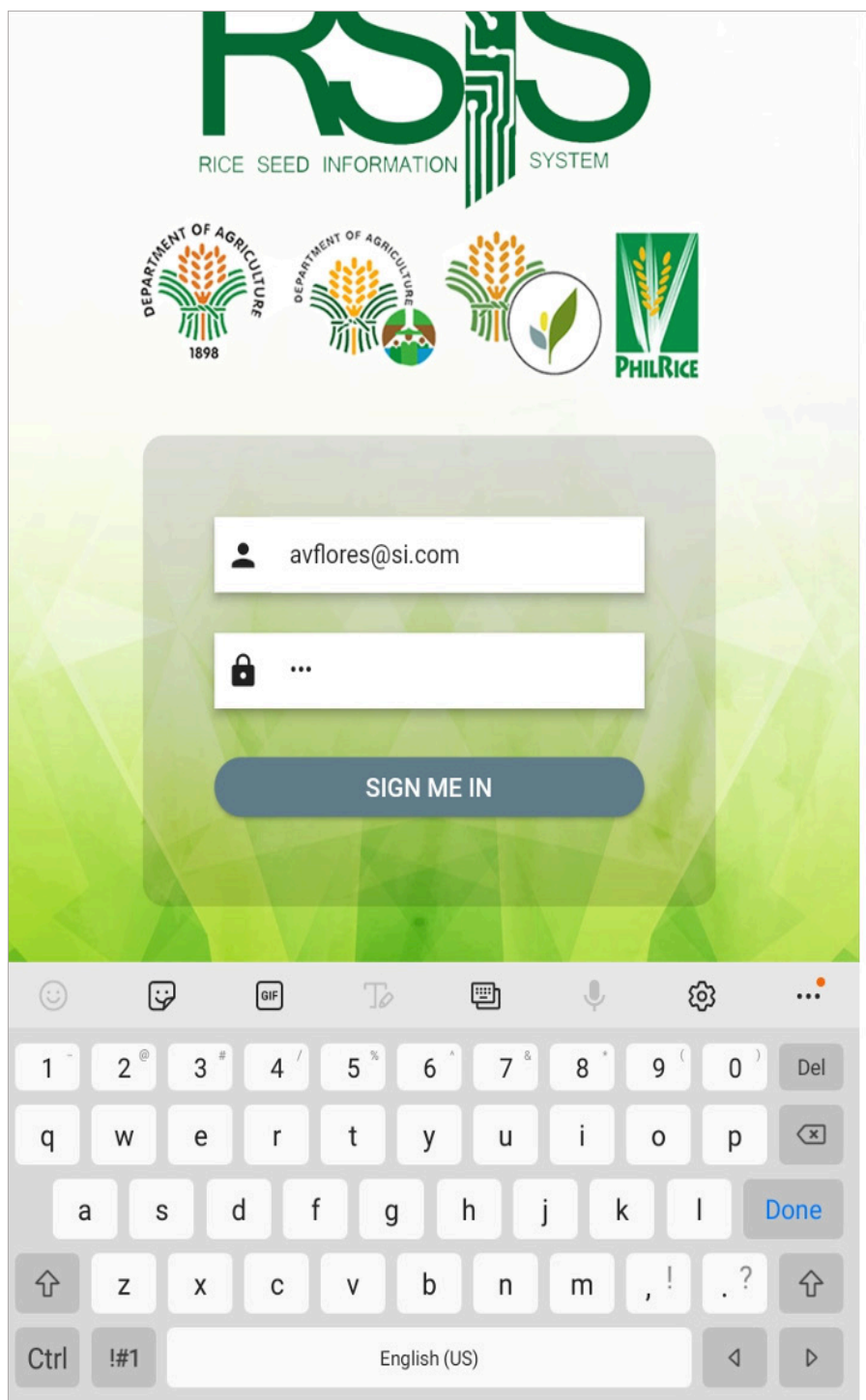


Fig 2a Login screen.



**Fig 2b** Sample of login screen with details

Your registered email address from the system will be your login credential. The conventional email address will be the first letters of your first name and middle name, followed by your complete last name, the @ sign, and then si.com (e.g. Juan Mendoza Cruz, jmacruz@si.com).

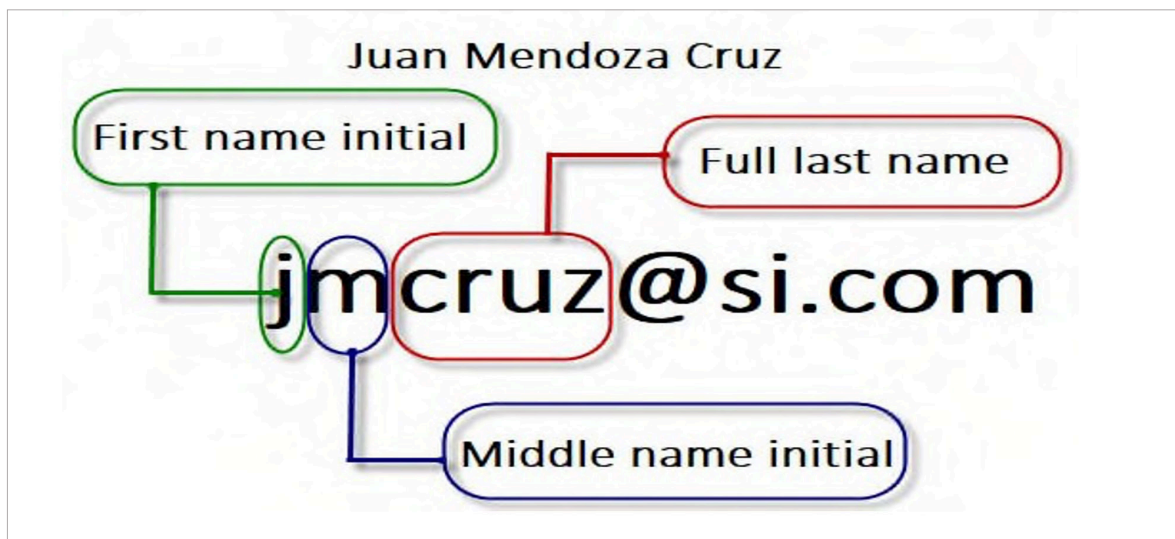


Figure 2c. Conventional email address or username

The default password is **123**. However, the default username and password may vary throughout the duration of the project.

After typing your username and password, the **dashboard** will be displayed. There are four (4) sections of the main dashboard. The **seed certification application, preliminary inspection, final inspection, and seed sampling**.

Refer to Figure 2d and familiarize yourself with the navigation of the icons and functions of each section.

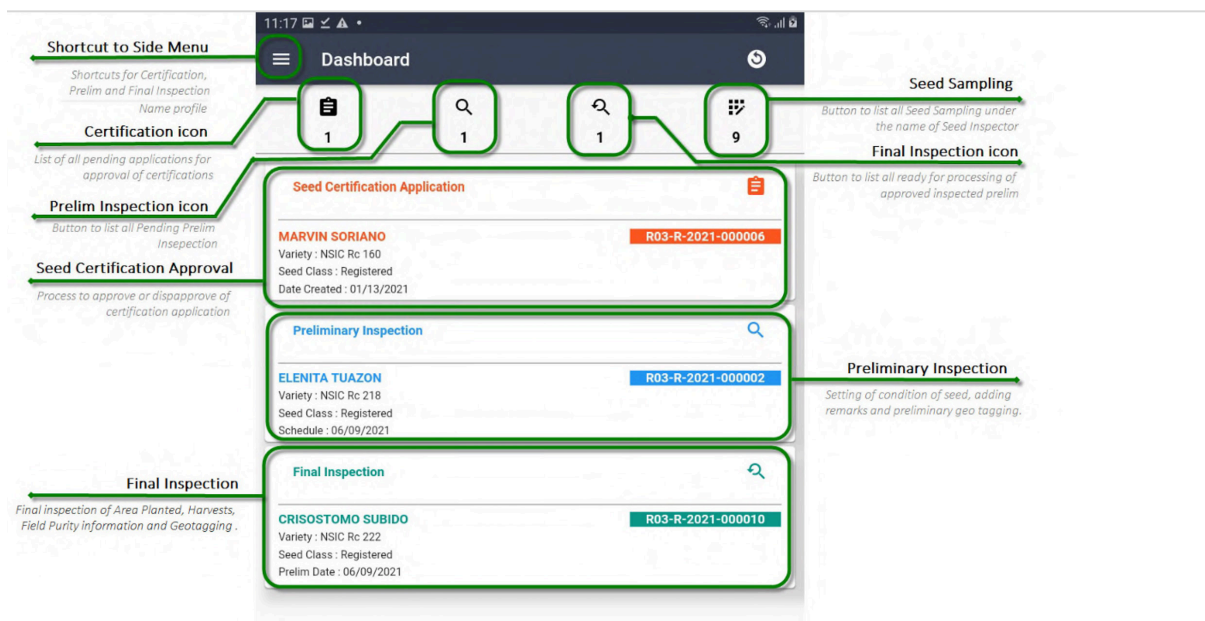


Figure 2d. Main dashboard

Figure 2e shows the shortcut side menu from the main dashboard, which will lead you to the details of the four sections. When you press the tab, it will display the list of records and status.

**Certification** – This will display the status of the seed certification application. Select “pending” certification application to approve or disapprove.

**Prelim Inspection** – All approved certifications will be listed as “Pending Prelim”.

**Final Inspection** – All prelim certifications that have been passed by the SI will be listed in the final inspection.

**Seed Sampling** – All final certifications that have been inspected and validated will be ready for seed sampling.

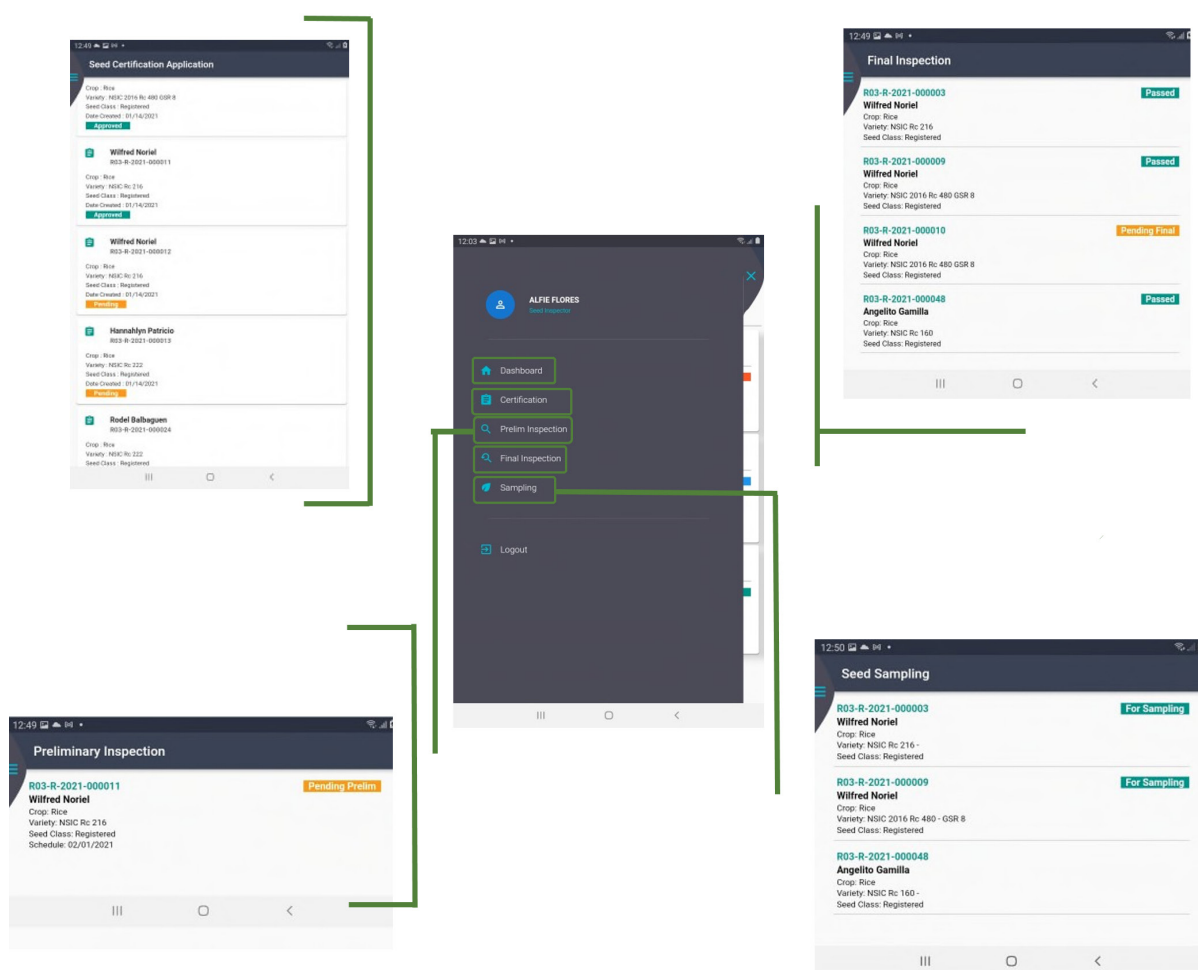


Figure 2e. Side menu panel



# Using the App

## USING THE APP

### Side Panel

After keying in your username and password, the main screen **dashboard** will be displayed. There are five sections of the main dashboard. The **accreditation, seed certification application, preliminary inspection, final inspection, and seed sampling**.

Please check your SI Mobile App version below.

Please refer to the next screenshot (Figure A) to be familiarized with icons and functions of each section.

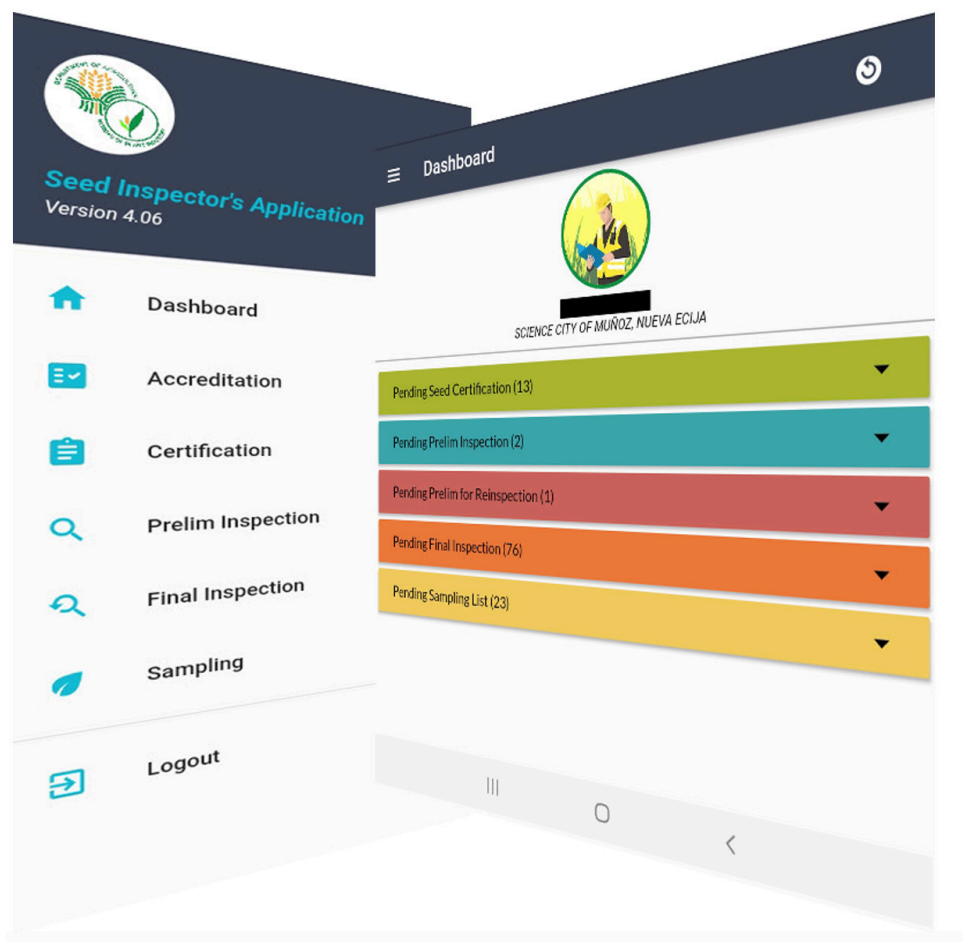


Figure A. Main dashboard

### Dashboard

This is the user's action or viewable list of tasks window.

Below is a sample peek of the pending actions, let us start with pending certification.

## Seed Certification

Pending certification can be viewable by dropping down the panel. It will initially display important columns like the number of pending actions, the tracking or application number, variety, area, crop type, and date being applied. If users would like to view the detail of the application, just tap the row of the record. The Application Seed Certification form will be displayed.

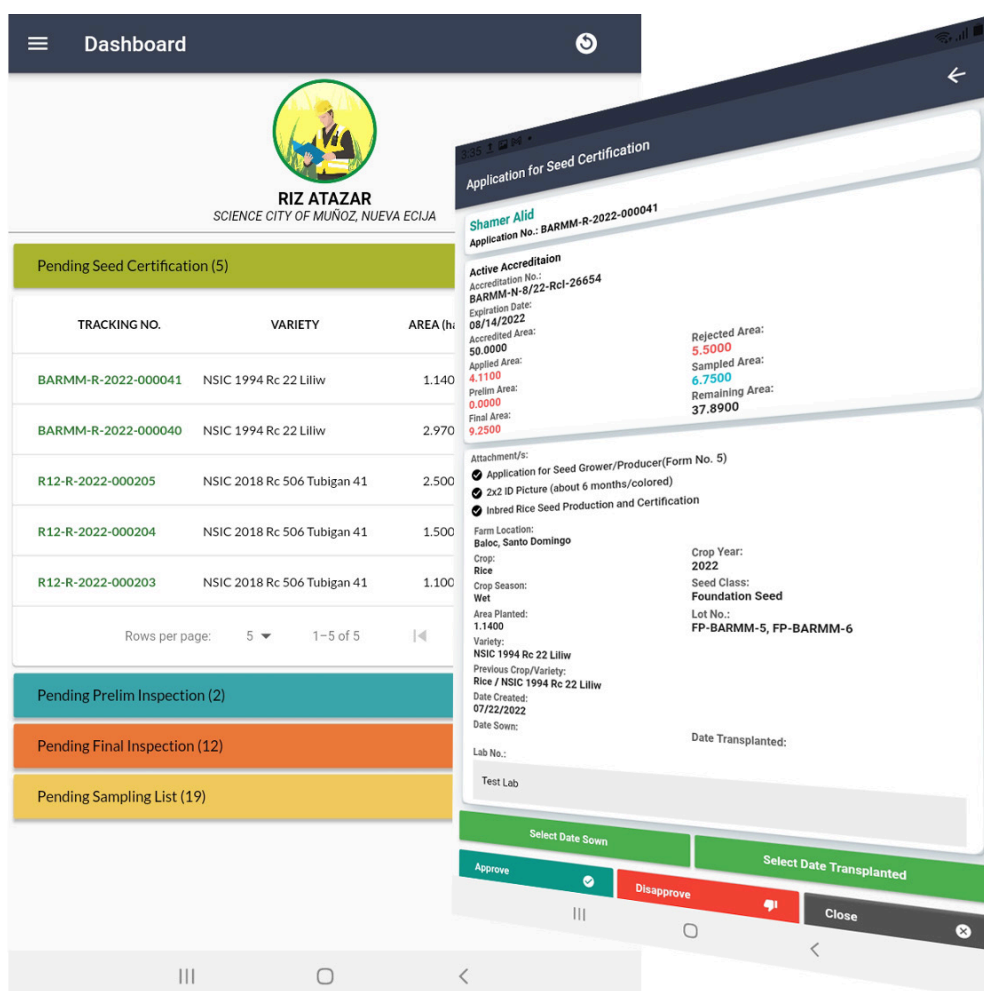


Figure B. Pending seed certification

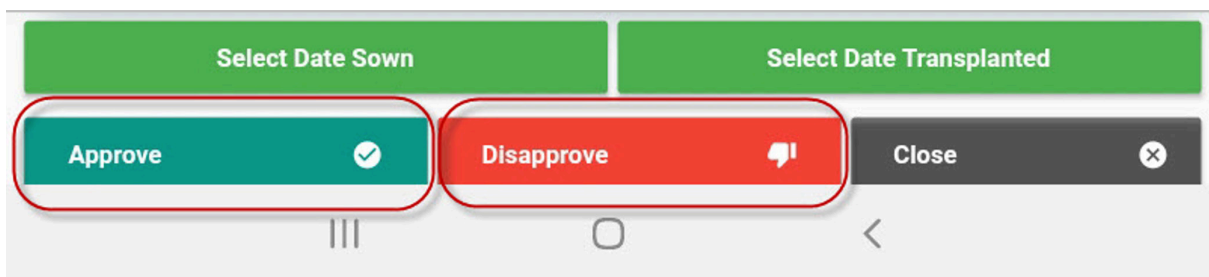


## Seed Certification Form Section

With the successful integration of the DA-PhilRice Grow App and the BPI SI Mobile App, the data from Grow App will be transferred to SI Mobile App. This is an automated process and is synchronized every 10 minutes to capture and upload to the database. These are the data/ fields that are expected by the seed inspectors to proceed with their inspection/s.

The authorized users or seed inspector account could see and have access to approve or disapprove the request. If you see gray tabs, it means you do not have any access, and this applies to all other forms.

If the **Date sown** and **Date Transplanted** tabs were disabled, the data were already captured from DA-PhilRice GrowApp. Manually input the **Date Sown** and **Date Transplanted** required fields.



**Figure C.** Seed certification tabs

Note: If your account have access to any of the tabs but it was disabled, please contact your supervisor and it will be reported to the system administrator for further action.

Please validate data and information if these are correct before approving the certification

Please take note that **Lab no.**, **Date Sown**, and **Date Transplanted** are mandatory fields.



### Certification Approval

- If the seed certification application was already **approved/disapproved**, the **SI** could no longer edit the status. The certification record is now ready for prelim inspection.
- If there are any incorrect details or information from seed certification application form, please contact your seed grower (SG) who submitted the record/s.
- The SG must update the information from the Grow App.

## Prelim Inspection

After the approval from seed certification application, this record will be ready for preliminary inspection.

The displays and columns are captured from the seed certification form, making another step to complete the process. If you would like to view the details, tap the row. It will display your Preliminary Inspection form.

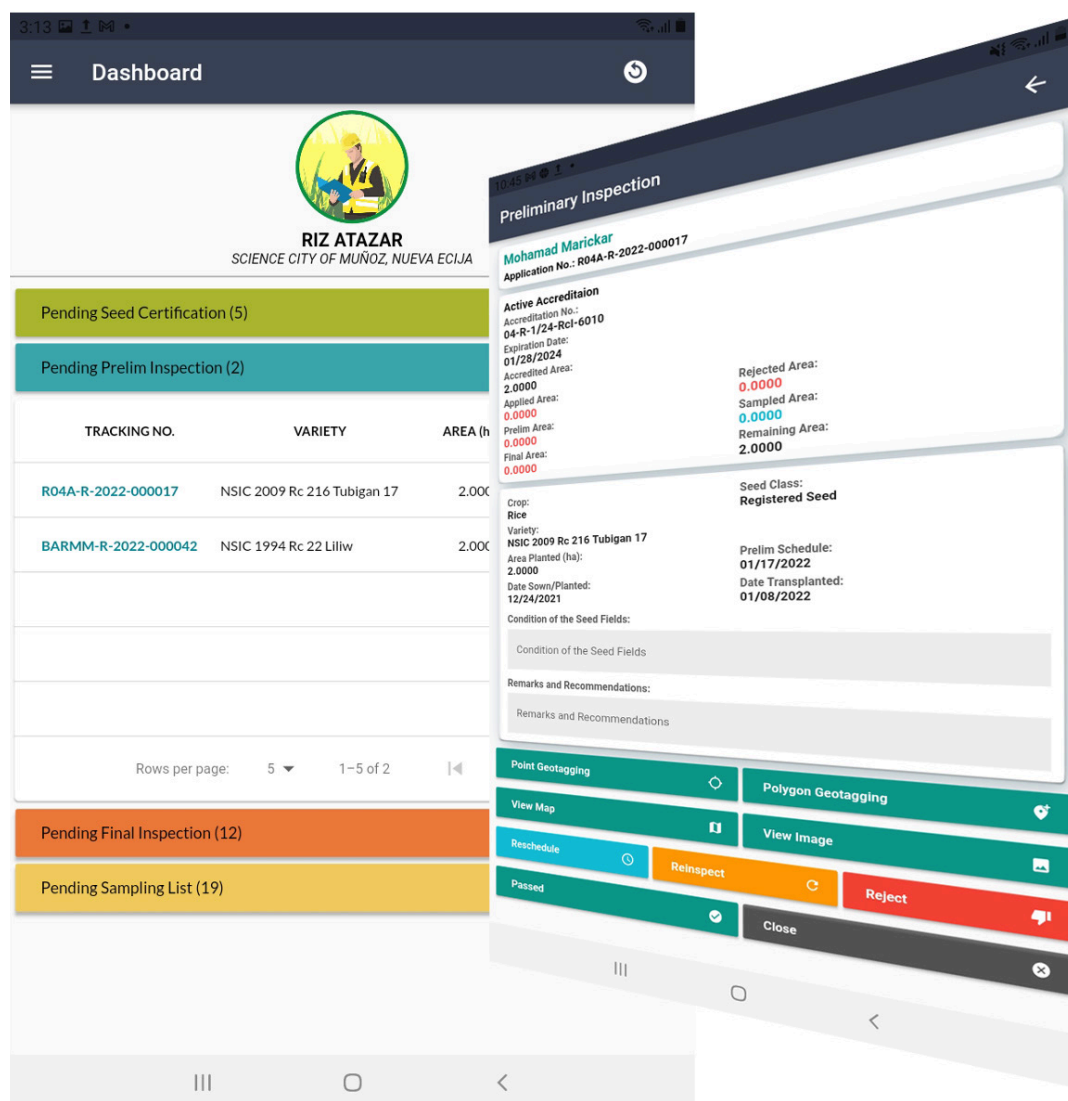


Figure D. Preliminary inspection

## Preliminary Inspection Form Section

You are on the right track if you can view the screen (Figure E) below. The preliminary inspection form details were displayed.

The system detects the first-time users of the App, if so happens that you saw the below message from your mobile devices please allow the SI Mobile App to your respective devices.

Note: The primary requirements of the SI Mobile app are to have access to your device location (GPS and google map), camera (taking a photo of the geotagged), and storage (for saving the geotagged photos).

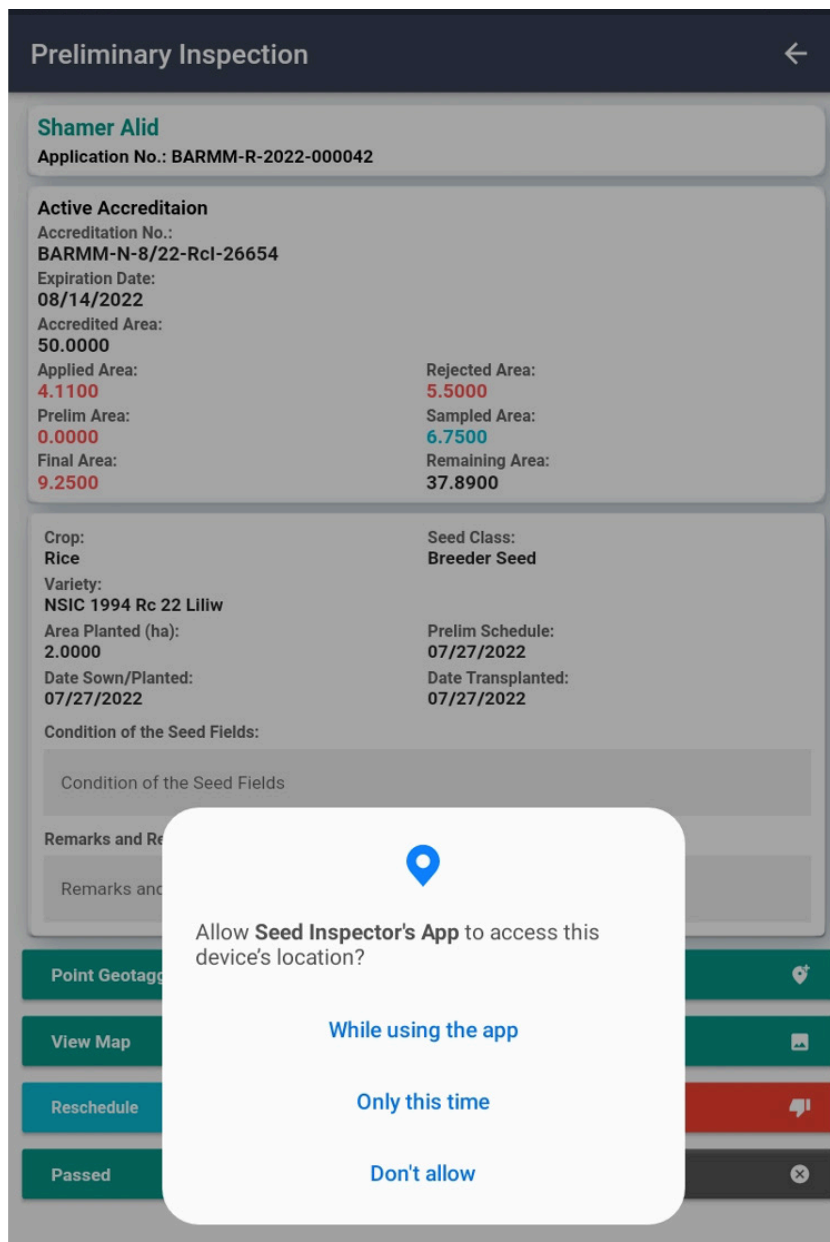


Figure E. Accessing device's location notification

For security purposes and if you are unsure of the permission that the app was requiring, please contact your supervisor and it will be directed to the system administrator for further checking and verification.

Below is the screenshot of the drop-down buttons on the preliminary inspection form.

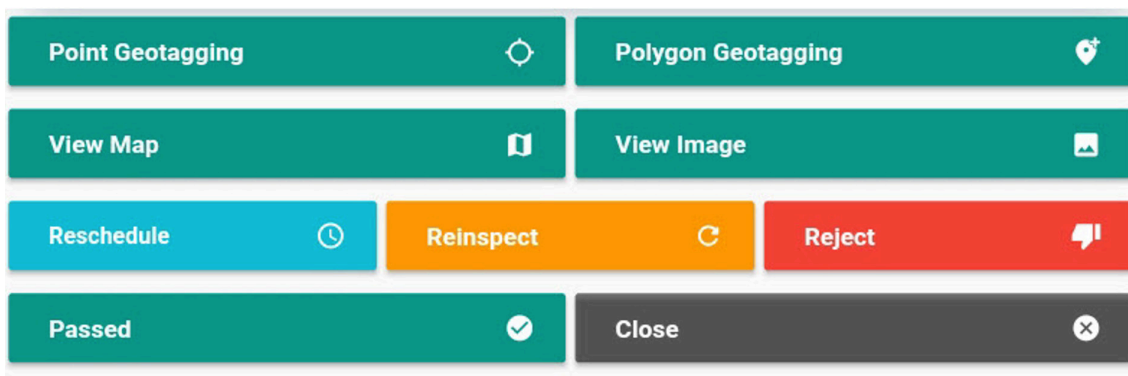


Figure F. Prelim inspection buttons

### Prelim Inspection Status

**Reschedule** – In any case that some parties are not available on the scheduled date of inspection.

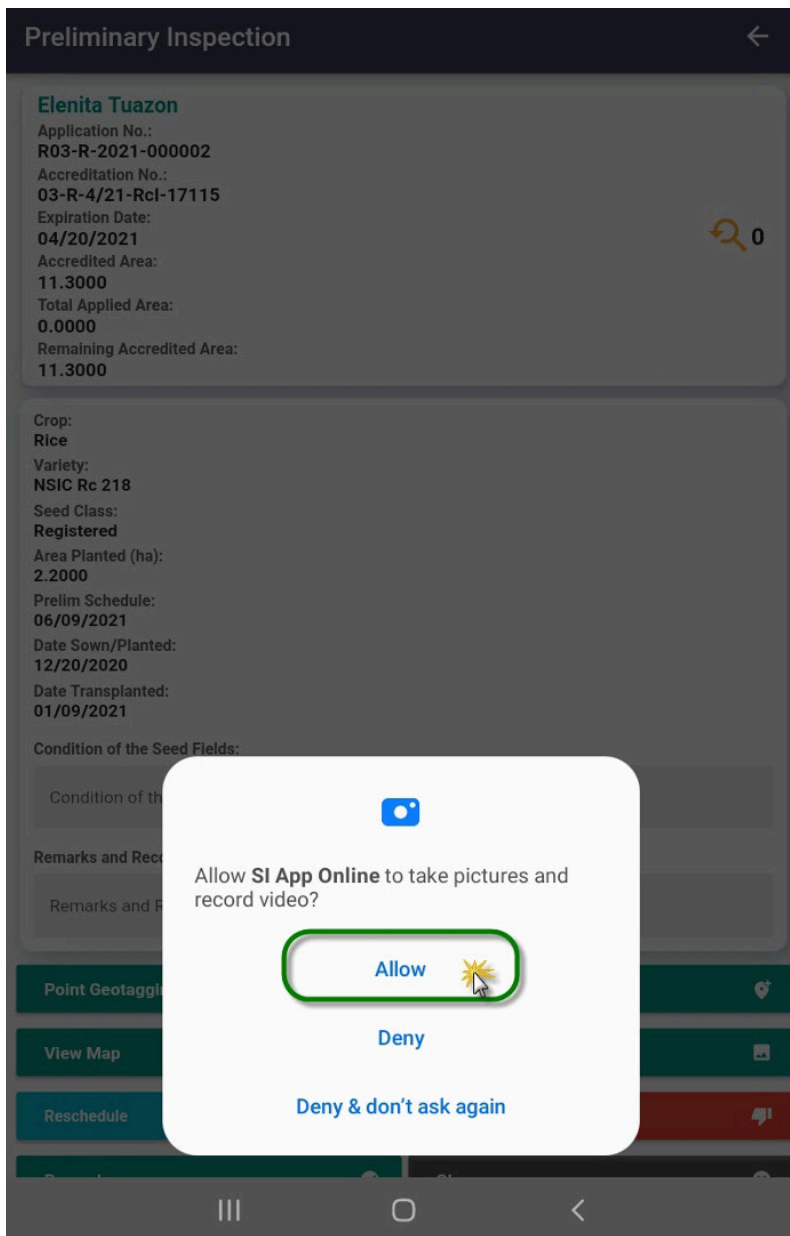
**Reinspect** – A special case of unfinished or incomplete jobs are still pending.

**Reject** – Special conditions that did not meet the standards.

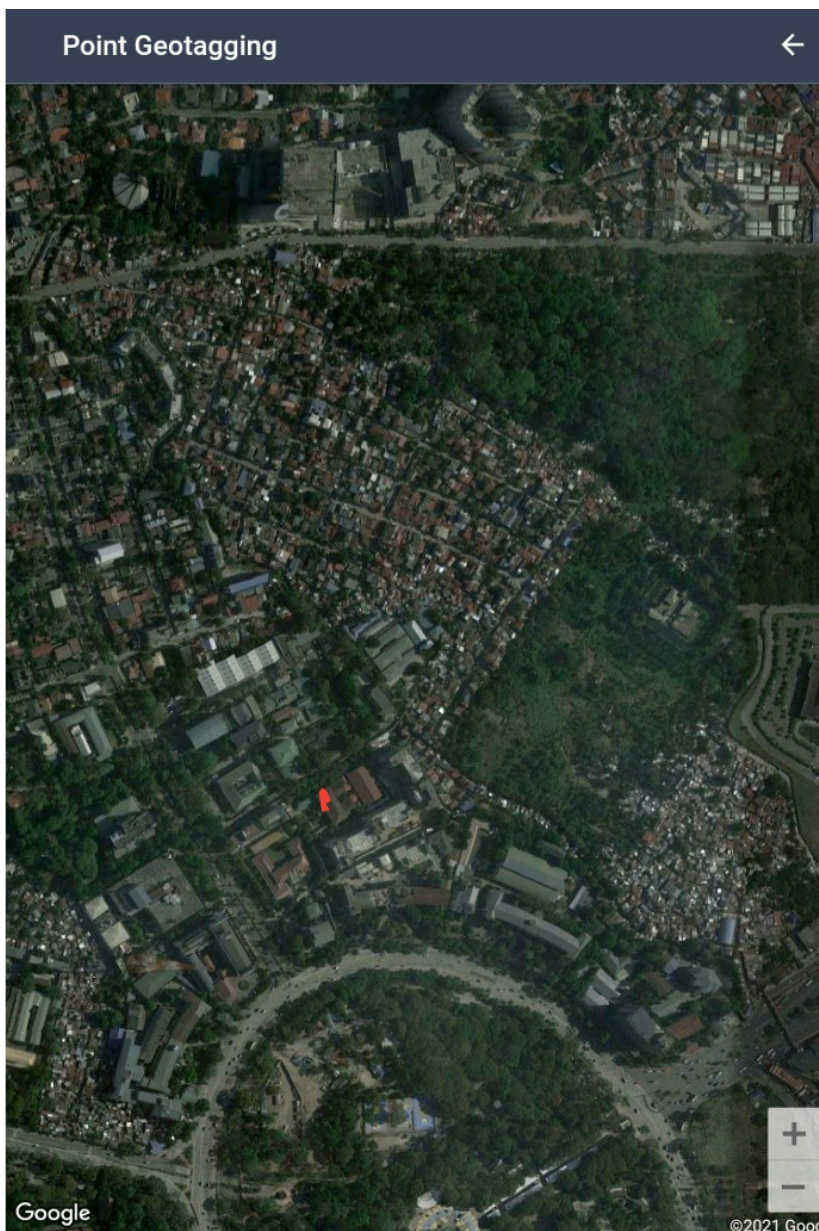
**Passed** – The prelim inspection application is ready for final inspection.

## Geotagging

**Point Geotagging** – this is called a single point referencing. One way to capture the coordinates or the geotagged location of the lot to be inspected is by taking photos.



**Figure 3b.** Point geotagging notification for access to camera



**Figure 3c.** Actual point of the geotagged location after capturing photo/s

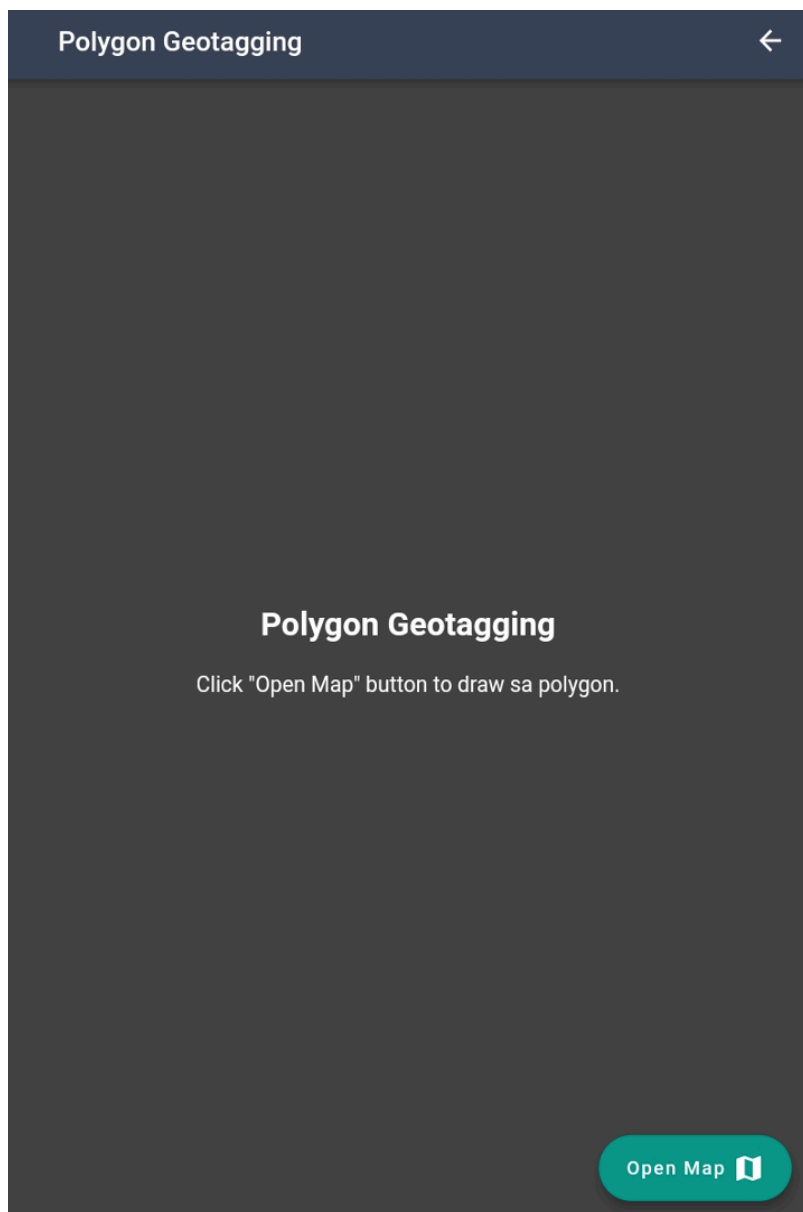
The Figure 3b shows a prompt for accessing the Point Geotagging for the first time. Enable the SI Mobile App to access your camera by clicking the “Allow” option.

The next step is to take photo/s of your selected area or location. While doing this, the coordinates will be saved as your reference of the geotagged location. Do not forget to click the **OK** button to save it or **Retry** if you took a wrong photo or if you want to take the photo again.

Click the View Map button if you wish to check that location where you captured the photo. This serves as the official recorded coordinates of the location to be inspected.

**Polygon Geotagging** is a multi-point reference to capture the desired geotagged location.

Choose **“Open Map”** as presented in Figure 3d, which will bring you to another screen showing your exact location. You may also search for a specific location by typing it in the “Enter Address” bar (Figure 3e).



**Figure 3d.** ‘Open map’ to generate exact location.



Figure 3e. Polygon geotagging inspection form

If you pointed and marked the wrong location, you may redo it by pressing the “**Undo Point**” until it clears out the mark up line.

Once you have marked it correctly, click the “**Save**” icon at the top-right side of the screen. The image will be stored and can be accessible through the **View images** button.



## Final Inspection Section

Mandatory fields for the final inspection (Figure 4) are area planted, estimated harvest, estimated kg per bag, and the field purity section.

**Final Inspection**

**Crisostomo Subido**

Application No.: **R03-R-2021-000010**  
Accreditation No.: **03-R-8/22-Rcl-18003**  
Expiration Date: **08/06/2022**  
Accredited Area: **12.0000**  
Total Applied Area: **3.0000**  
Remaining Accredited Area: **9.0000**

Crop: **Rice**  
Variety: **NSIC Rc 222**  
Seed Class: **Registered**  
Date Sown/Planted: **12/15/2020**  
Date Transplanted: **01/05/2021**  
Field Lot No.:  
0 test

Area Planted (ha):  
3.0000

Estimated Harvest (No. of Bags):  
0

**Field Purity**

1. Other varieties/Offtypes:  
Number of plants/sample area  
0.00

2. Crop/Variety previously planted in the area:  
Ex. Rice/Corn

3. Crop conditions and other remarks: (Stand, growth, uniformity, presence of excessive weeds, etc.):  
Crop Condition

Point Geotagging Polygon Geotagging  
View Map View Image  
Passed Reject  
Close

Figure 4. Final inspection form

## Seed Sampling Section

You may access the seed sampling section from the side panel (Figure 5a). The list of seed sampling (Figure 5b) that has been applied will be displayed first, the status of which are either Completed or Incomplete.

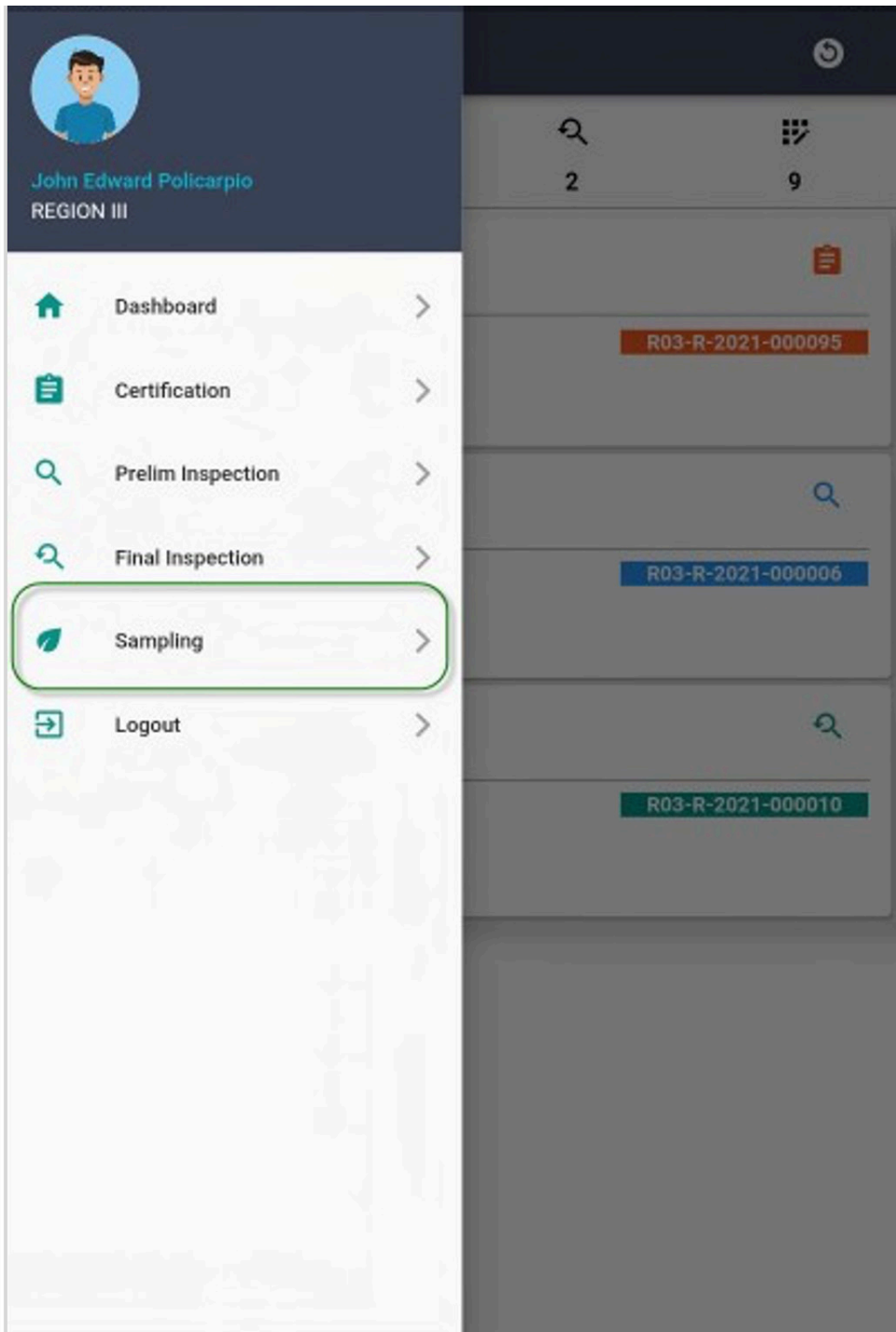


Figure 5a. Seed sampling icon in the main dashboard

Seed Sampling		
<input type="text" value="Filter by SG Name or Certification No."/>		
<b>R03-R-2021-000007</b> <b>Sixto Arenas</b> Variety: NSIC Rc 216 Seed Class: Registered Certified Area (ha): 2.0000	Incomplete	0.0000
<b>R03-R-2021-000008</b> <b>Librada Perez</b> Variety: NSIC Rc 216 Seed Class: Registered Certified Area (ha): 1.0000	Incomplete	0.5000
<b>R03-R-2021-000011</b> <b>Jean Perez</b> Variety: NSIC Rc 222 Seed Class: Registered Certified Area (ha): 6.0000	Completed	6.0000
<b>R03-R-2021-000013</b> <b>Ulysses Sacdal</b> Variety: NSIC Rc 216 Seed Class: Registered Certified Area (ha): 1.0000	Completed	1.0000
<b>R03-R-2021-000014</b> <b>Ulysses Sacdal</b> Variety: PSB Rc 34 PSB Rc 34 Seed Class: Registered Certified Area (ha): 1.0000	Incomplete	0.0000
<b>R03-R-2021-000028</b> <b>Crisostomo Subido</b> Variety: NSIC 2015 Rc 402 Tubigan 36 Seed Class: Registered Certified Area (ha): 3.0000	Incomplete	0.0000
<b>R03-R-2021-000029</b> <b>Alfredo Mateo</b> Variety: NSIC Rc 222	Incomplete	0.5000

Figure 5b. Seed sampling list



NOTES





NOTES



