UNITED STATES
POSTAL SERVICE

March 25, 2022

Mr. Ivan D. Butts
President
National Association of Postal Supervisors
1727 King St., STE 400
Alexandria, VA 22314-2753

Certified Mail Tracking Number:
7019 2280 0001 6261 1071

Dear Ivan:

As a matter of general interest, the Postal Service has updated the Intelligent Mail Data Acquisition System (IMDAS) to include: Mobile Delivery Device In-Office (MIO) Video Play and removal of the ability to disable the Cloud Local Intelligent Mail (LIM) on the configuration screen.

Effective March 26, these features will be available for use via all Intelligent Mail Devices (IMDs) and Mobile Delivery Devices (MDDs).

Enclosed are the following:
- Final copy of the *IMDAS Release 42 (Software Version 42.34) Pilot User Instructions*; and
- Final copy of the *IMDAS Release 42 (Software Version 42.34) Pilot Service Talk.*

If there are any questions, please contact Dion Mealy at 202-507-0193.

Sincerely,

Shannon R. Richardson
Director
Contract Administration (APWU)

Enclosures

(CA2022-003)

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IMDAS Release 42 (Software Version 42.34)
March 2022
Pilot User Instructions

Attention:

This instruction is for IMD and MDD In-Office scanners.

These **User Instructions** cover the following:

- Pointing the Pilot Site IMDAS units to the Pilot RIMS server to enable downloading of the Pilot software

- Site Configuration Barcode Generation

- How to check the current version of IMDAS software on the IMD and MDD In-Office device

Pointing the IMDAS to the RIMS Pilot server to download the Pilot software For PILOT deployment sites ONLY

WHEN: No later than COB Friday, March 25th, 2022:

1. Log-in at the pilot URL: http://rims-imdas-plt.usps.com
   1. Use ACE Login / Password
2. From Home page enter your system ID (i.e sysxxxx) and select the find button. (xxxxx is a numeric value)
3. Select location should be visible to the user under the Set Default System ID box
4. Select the drop-down arrow
5. Highlight your system ID and select the Set button
6. Click on Config tab
7. Click on "Print IMD/MDD In-Office Site Configuration Barcode" shortcut on left panel
8. Print out a copy of the Site Configuration Barcode
9. Using the printout, scan the site configuration barcode for each IMD/MDD In-Office to be used for Pilot (See next slide for printout instructions)
10. Cradle the IMD/MDD In-Office. The new version download should be complete by Monday AM.

IMD/MDD In-Office Site Configuration

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RIMS Home | Firmsheets | Reports | Regmail | Messaging | **Config** | Tracking

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RIMS Local System Configuration

Shortcuts

Configurations
- Local Site Settings
- Print MDD/MDD-TR Site Configuration Barcode
- IMD/MDD Configuration
- IMD File Versions
- RIMS Local Configuration and Versions
- Print IMD/MDD In-Office Site Configuration Barcode

User/Route Management
- IMD/MDD Sensitive Users

Note: Please select Print IMD/MDD In-Office Site Configuration Barcode
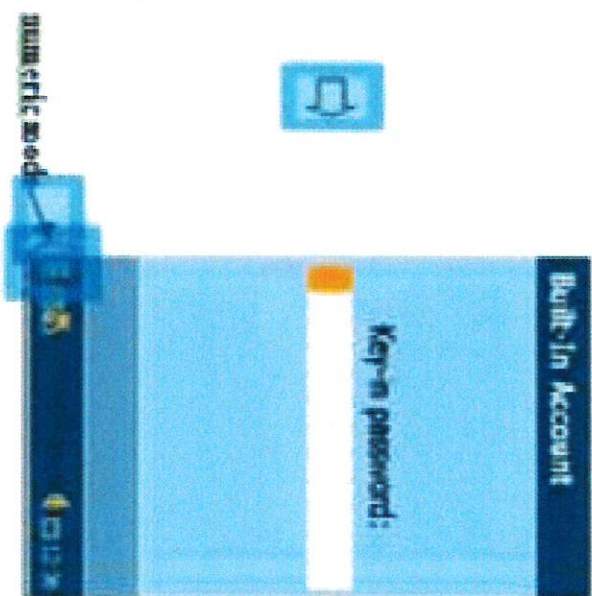
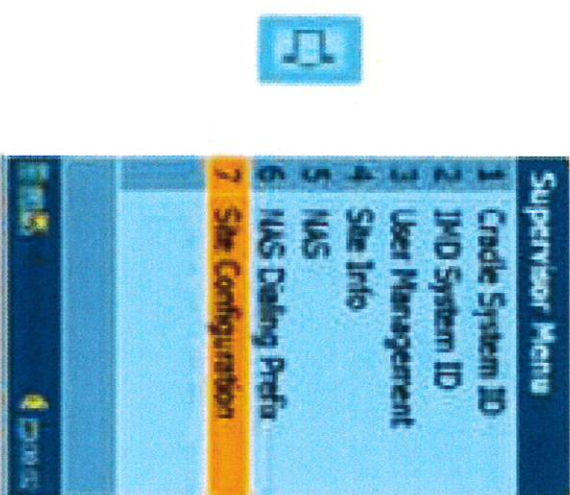# Log In Procedure to Scan Site Configuration Barcode for IMD

Log in procedure to scan Site Configuration Barcode

Press and hold the "123/ABC" key while pressing the "9" key.
Press the "123/ABC" key again to enter numeric mode.

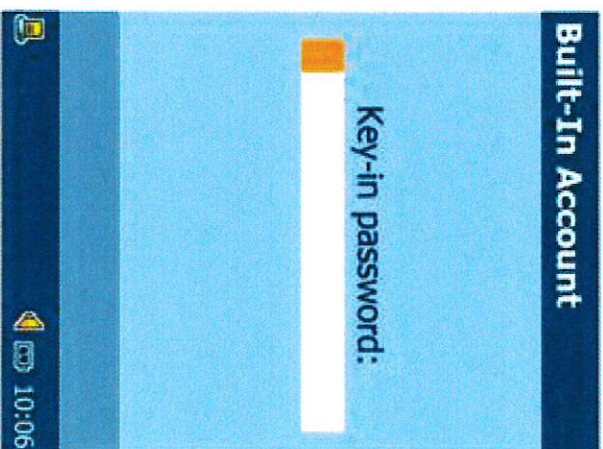**Built-in Account**

Key-in password:

Pw = 0704176
Press ENTER

Select option 7

Supervisor Menu

1 Cradle System ID
2 IMD System ID
3 User Management
4 Site Info
5 NAS
6 NAS Dialing Prefix
7 Site Configuration

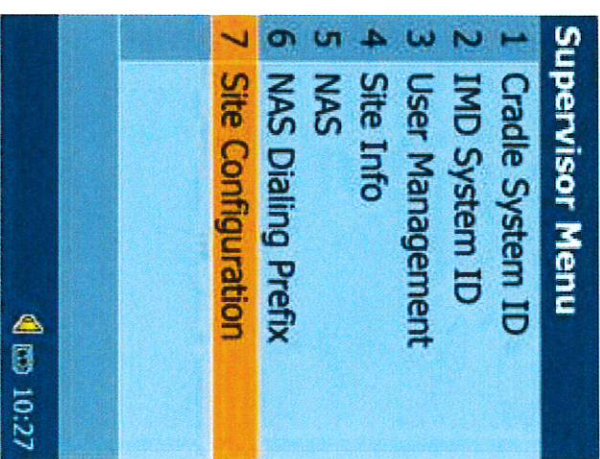# Log In Procedure to Scan Site Configuration Barcode for MDD In-Office

Press the "RED" key and then
press the "S" key.

Built-In Account

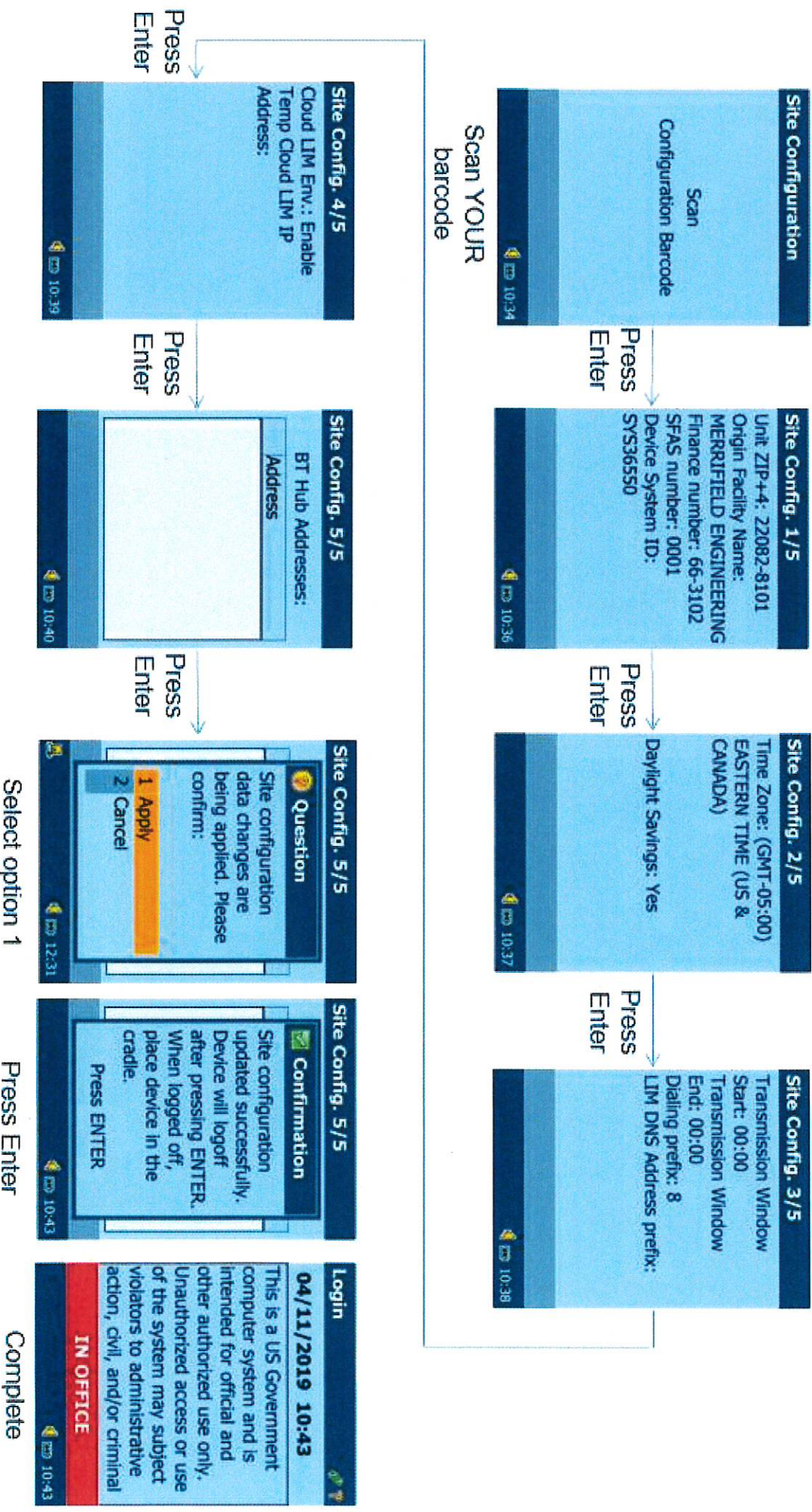Key-in password:

10:06

Password = 0704176
Press ENTER

Supervisor Menu

1 Cradle System ID
2 IMD System ID
3 User Management
4 Site Info
5 NAS
6 NAS Dialing Prefix
7 Site Configuration

10:27

Select Option 7 "Site
Configuration"

Scan Site Configuration Barcode Screenflow – Full Screens

Site Configuration 🔋 10:34

Scan
Configuration Barcode

Press Enter →

Site Config. 1/5 🔋 10:36

Unit ZIP+4: 22082-8101
Origin Facility Name:
MERRIFIELD ENGINEERING
Finance number: 66-3102
SFAS number: 0001
Device System ID:
SYS36550

Press Enter ↓

Scan YOUR
barcode

Site Config. 2/5 🔋 10:37

Time Zone: (GMT-05:00)
EASTERN TIME (US &
CANADA)
Daylight Savings: Yes

Press Enter ↓

Site Config. 3/5 🔋 10:38

Transmission Window
Start: 00:00
Transmission Window
End: 00:00
Dialing prefix: 8
LIM DNS Address prefix:

Site Config. 4/5 🔋 10:39

Cloud LIM Env.: Enable
Temp Cloud LIM IP
Address:

Press Enter →

Site Config. 5/5 🔋 10:40

BT Hub Addresses:
                    Address

Press Enter →

Site Config. 5/5 ⚠ 12:31

😠 **Question**

Site configuration
data changes are
being applied. Please
confirm:

1 Apply
2 Cancel

Select option 1

Site Config. 5/5 🔋 10:43

✅ **Confirmation**

Site configuration
updated successfully.
Device will logoff
after pressing ENTER.
When logged off,
place device in the
cradle.

Press ENTER

Press Enter

Login 📶🔋 10:43

04/11/2019 10:43

IN OFFICE

This is a US Government
computer system and is
intended for official and
other authorized use only.
Unauthorized access or use
of the system may subject
violators to administrative
action, civil, and/or criminal

Complete

Checking the current version of IMDAS software running on the IMD

Version 42.34 is the Pilot Version of IMDAS Software being deployed to sites this weekend (March 26th, 2022). To verify that the IMD has successfully downloaded this version:
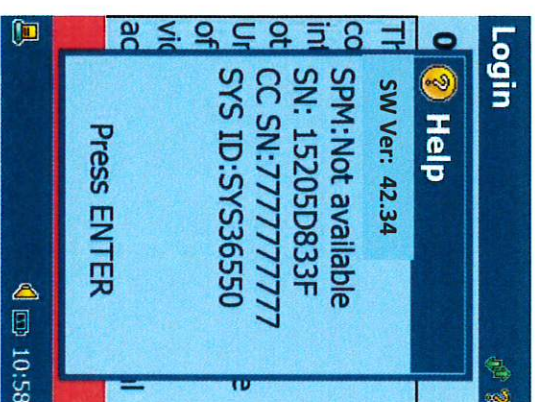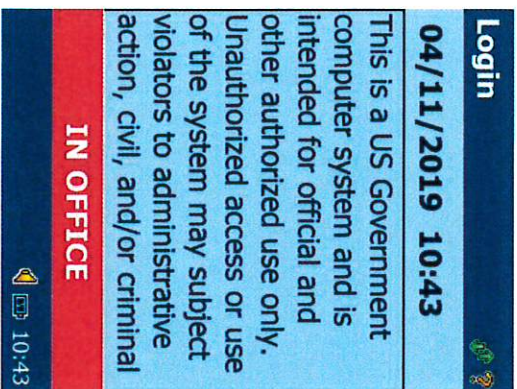
From the "Government Message" on the login screen, press the "?" key on the lower left keypad of the IMD.
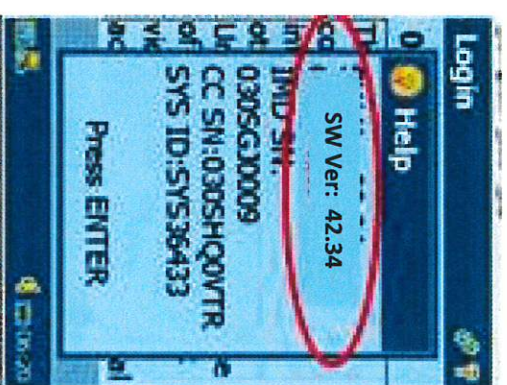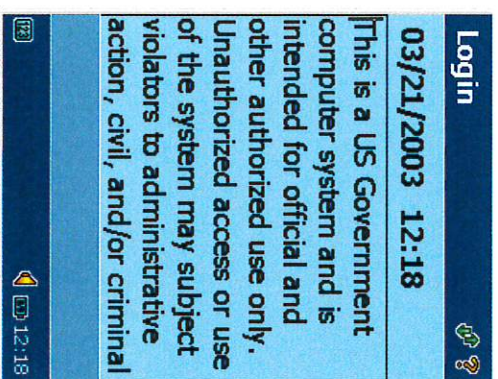
Checking the current version of IMDAS software running on the MDD In-Office

Version 42.34 is the Pilot Version of IMDAS Software being deployed to sites this weekend (March 26th, 2022). To verify that the MDD In-Office device has successfully downloaded this version:

From the "Government Message" on the login screen, press the "RED" key and then the "H" key on the MDD In-Office device.

Login 04/11/2019 10:43   🔋 10:43

IN OFFICE

This is a US Government computer system and is intended for official and other authorized use only. Unauthorized access or use of the system may subject violators to administrative action, civil, and/or criminal

Login   🔋 10:58

❓ Help

SW Ver: 42.34
SPM:Not available
SN: 15205D833F
CC SN:777777777
SYS ID:SYS36550

Press ENTER

Significant Key Combinations for MDD In-Office Device vs. IMD Device

Function	MDD In-Office Device	IMD Device
BiS	RED + 'S'	<"ABC123"> + 'S'
Diagnostic	RED + 'U'	<HammerWrench>
Dash (-)	RED + 'D'	<"ABC123"> + 'D'
Help	RED + 'H'	<"?">
Warm Boot	<"Alt">+ "Ent"	<'A'>+<'F'>+<"Esc">
Pairing RS507 with device	RED + 'R'	<ABC123> + 'H'
Continuous Scan Barcode Screen (while on Scan Barcode Screen)		
Continuous Scan Mode (while on Scan Barcode Screen	RED + 'C'	<ABC123> + 'C'

NOTE *For key combinations using* RED *button, button must be pressed first* **THEN** *the letter follows*

IMDAS Help Desk is standing by to assist if needed: (800) 877-7435

When prompted, say *"Technical Assistance"* or select option '4'

Say *"Continue"* or select option '1' (to continue technical assistance path)

When prompted for name of application, system or product you are calling about, spell out letters *"I-M-D-A-S"*

When prompted to verify you spelled IMDAS, Intelligent Mail Device Acquisition System, say *"Yes"*

You will be prompted to select Mobile Delivery Device (option 1) or IMDAS issues (option 2). Again, spell out the letters *"I-M-D-A-S" or select option '2'* to be routed to the correct Help Desk

In need MDD In-Office Support?

For MDD In-Office Support, you may enter a self-service ticket for your device or site issue at the below URL:

http://ethos/Field/SelfService/Create

You may also contact a helpdesk agent by calling 1-800-877-7435

When prompted, say *"Technical Assistance"* or select option '4'

Say *"Continue"* or select option '1' (to continue technical assistance path)

When prompted for name of application, system or product you are calling about, spell out letters *"M-D-D"*

When prompted to verify you spelled MDD, Mobile Delivery Device, say *"Yes"*

You will be prompted to select Mobile Delivery Device (option 1) or IMDAS issues (option 2). Again, spell out the letters *"M-D-D" or select option '1'* to be routed to the correct Help Desk
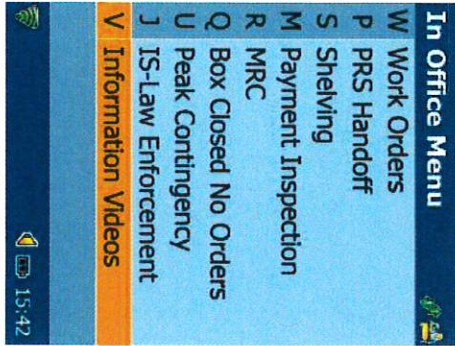
UNITED STATES POSTAL SERVICE ®

IMDAS Release 42 Pilot (Software Version 42.34)
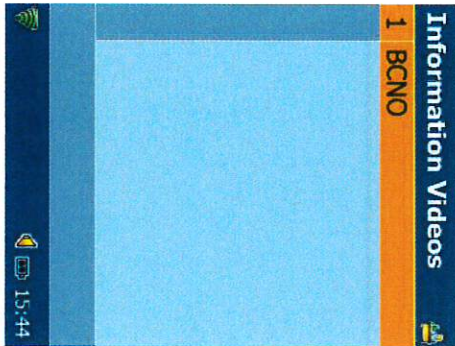## March 2022 Service Talk

Effective March 26 2022, all Intelligent Mail Data Acquisition System (IMDAS) hand-held scanners shall have the following flow updates:

- MIO Video Play
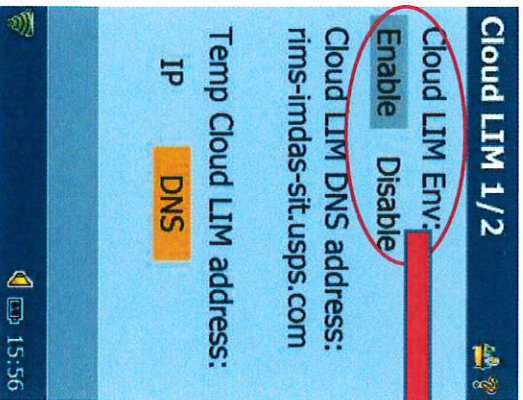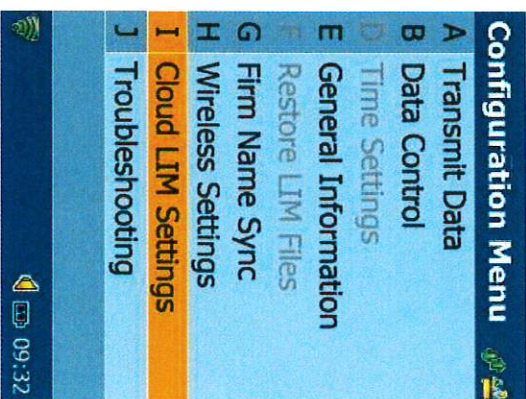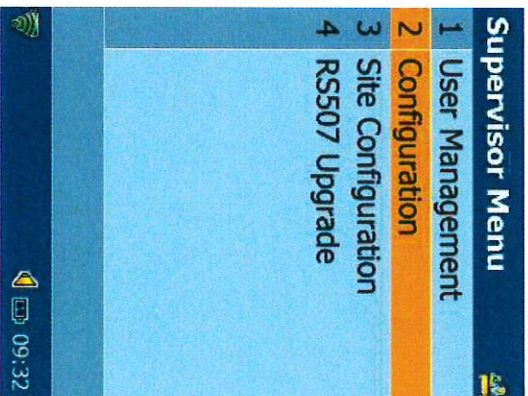- Remove the Ability to Disable Cloud LIM

MIO Video Play

In Office Menu		
W	Work Orders	
P	PRS Handoff	
S	Shelving	
M	Payment Inspection	
R	MRC	
Q	Box Closed No Orders	
U	Peak Contingency	
J	IS-Law Enforcement	
V	**Information Videos**	

15:42

Select "Information Videos"

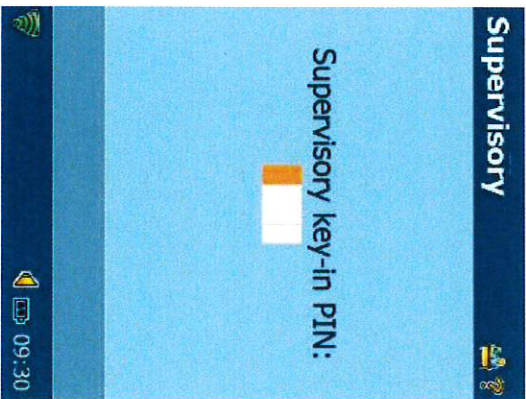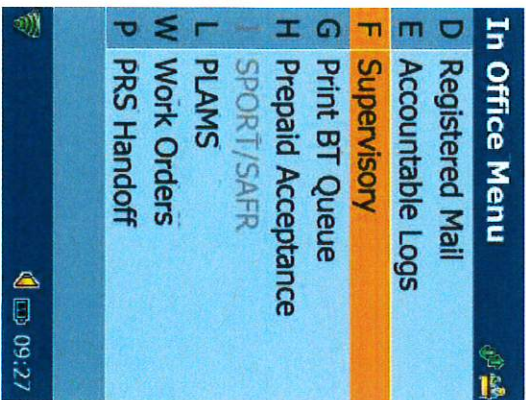| Information Videos	
1	BCNO

15:44

Select the video to watch

0:00   100%

• • • •

Video player controls are:

Enter – Play/Pause

Esc – Close the video player

Up/Down arrows – Backward/Forward respectively

Left/Right arrows – Volume up/down respectively

2

Release 42 Pilot – Remove Ability to Disable Cloud LIM

Remove Ability to Disable Cloud LIM on Configuration Screen

In Office Menu — 09:27
D Registered Mail
E Accountable Logs
F Supervisory
G Print BT Queue
H Prepaid Acceptance
I SPORT/SAFR
L PLAMS
W Work Orders
P PRS Handoff

Supervisory — 09:30
Supervisory key-in PIN:

Supervisor Menu — 09:32
1 User Management
2 Configuration
3 Site Configuration
4 RS507 Upgrade

Configuration Menu — 09:32
A Transmit Data
B Data Control
D Time Settings
E General Information
F Restore LIM Files
G Firm Name Sync
H Wireless Settings
I Cloud LIM Settings
J Troubleshooting

Cloud LIM 1/2 — 15:56
Cloud LIM Env:
Enable   Disable
Cloud LIM DNS address:
rims-imdas-sit.usps.com
Cloud LIM DNS address:
IP   DNS
Temp Cloud LIM address:

View Only