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January 6, 2022

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

Certified Mail Tracking Number:
7019 2280 0001 6260 6923

Dear Ivan:

As a matter of general interest, the Postal Service has updated the Intelligent Mail Data Acquisition System (IMDAS) to include: Connect Local Dropoff Program; Battery Enhancement; and Clean Up Build-In Supervisor and Supervisory Menu Items.

Effective January 8, 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 41 User Instructions*; and
- Final copy of the *IMDAS Release 41 Service Talk*.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Shannon R. Richardson".

Shannon R. Richardson
Director
Contract Administration (APWU)

Enclosures



**IMDAS Release 41 (Software Version 41.20)
January 2022
User Instructions**

Attention:

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



These **User Instructions** cover the following:

- Downloading instructions and actions to take if running a version other than **41.20** on Monday morning
- How to check the current version of IMDAS software on the IMD/MDD In-Office



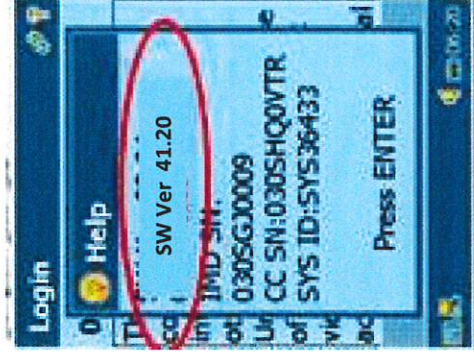
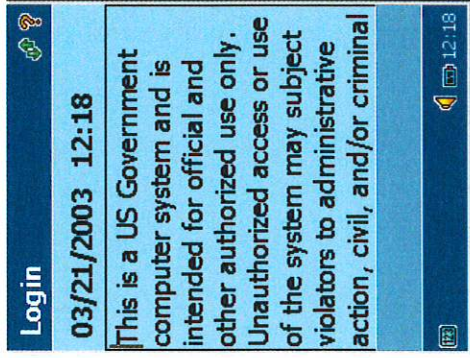
No later than **COB Friday, January 7th, 2022:**

- Cradle the device. The new version should be downloaded.
- Check SW version Monday AM. If still other than **41.20**, please contact the IMDAS Help Desk. They will walk you through the process.
- **Note: Scanners received from CRF or other sites, please scan the current site configuration barcode.**

Checking the current version of IMDAS software running on the IMD

Version 41.20 is the **Production** Version of IMDAS Software being deployed to sites this weekend (**Jan 8, 2022**). To verify that the IMD has successfully downloaded this version:

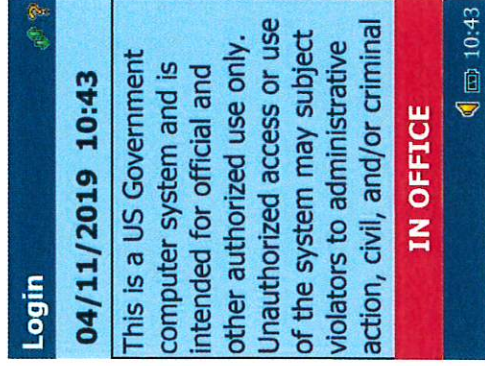
From the “Government Message” on the login screen, press the “?” key on the lower left keypad of the IMD.



Checking the current version of IMDAS software running on the MDD In-Office

Version **41.20** is the **Production** Version of IMDAS Software being deployed to sites this weekend (**Jan 8, 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.



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 (while on Scan Barcode Screen)	RED + 'R'	<ABC123> + 'H'
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 41 Service Talk

IMDAS Release 41 (Software Version 41.20) January 2022 Service Talk

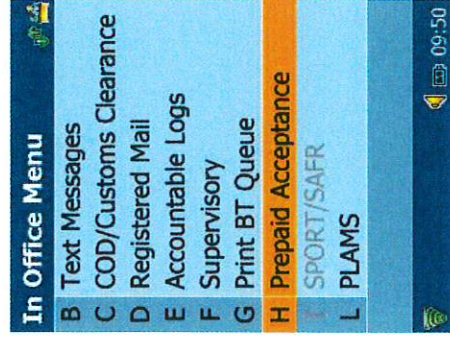
Effective January 8th, 2022, all Intelligent Mail Data Acquisition System (IMDAS) hand-held scanners shall have the following flow updates:

- Connect Local Dropoff Program
- Battery Enhancement
- Clean Up Build-In Supervisor and Supervisory Menu Items

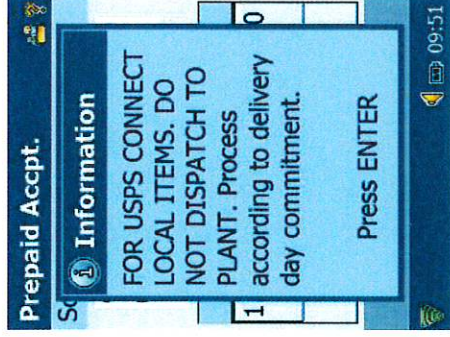


Release 41 – Connect Local

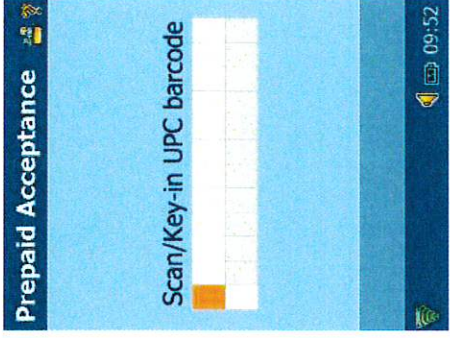
Connect Local Dropoff Program - visual message alert that remind the clerk not to dispatch the item to the plant.



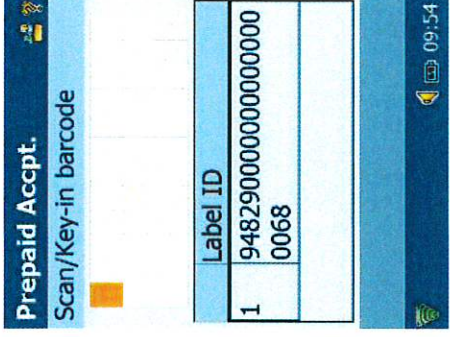
Select H Prepaid Acceptance



Scan Connect Local barcode then Press Enter



Scan UPC barcode (UPC barcode is optional user can skip it by Press Enter)



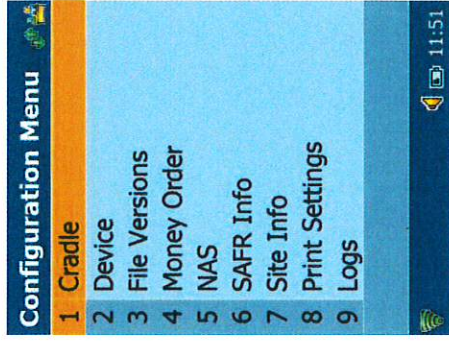
Press Enter



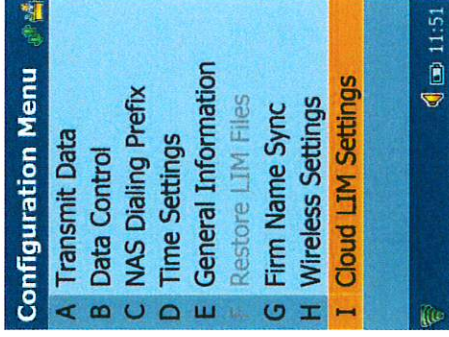
Battery Enhancement – Battery Full Capacity drops below 1500 mAH, MIO displays an alert message to reminds clerk to replace the battery.



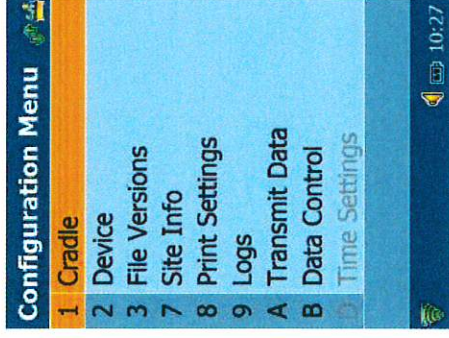
Supervisory Configuration Menu



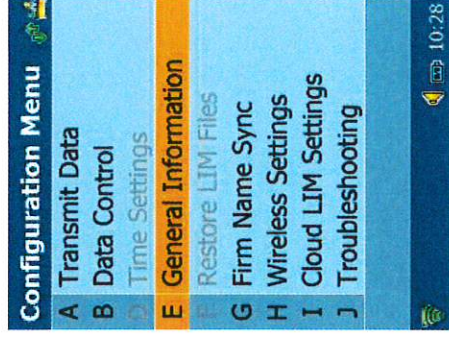
Before



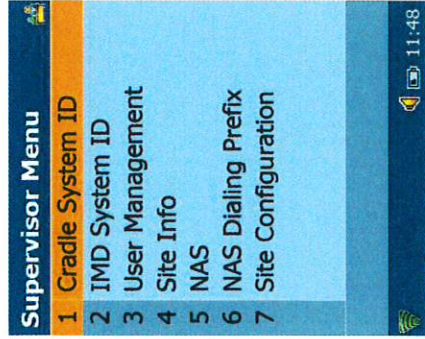
After



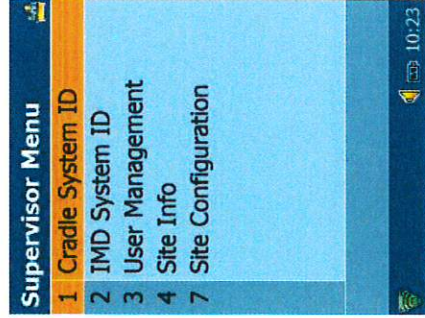
After



Build In Supervisor Menu



Before



After