

# BarKode Asset Management – Essentials (Plus)

## Description

This consultancy offering includes the content and deliverables of the BarKode Essentials Services Package. The Essentials + Services Package also includes additional integration using the built in BarKode workflows to increase process automation in the Customer environment. including process consultancy combined with advanced KACE configuration, underpinned by BarKode functionality. Sessions will be scheduled in minimum 4-hour increments with remote access to the SMA unless otherwise agreed to by the resource and Customer in writing.

## Overview

This engagement covers up-to 24 Hours of services, delivered remotely, and is intended to provide Customers with a broader set of option and richer experience beyond a basic package of services for BarKode implementation. Activities include:

- Download and provisioning of the BarKode appliance into the Customers' virtual environment.
- Configuration of the BarKode appliance to allow full communication.
- Configuration of the KACE SMA to enable BarKode to operate correctly.
- Download and configuration of the BarKode Smart app to licensed smart devices.
- Configuration of the Device Asset type to work with the BarKode app
- Configuration of a Single custom asset type to work with the BarKode app.
- Test and validate communication between the App and the BarKode Appliance.
- Test and validate communication between the BarKode appliance and the KACE SMA.

## Knowledge Transfer

- Overview training and instruction will be given to the Customer so that they are able to manage, develop and continue to use the full system in line with their business requirements.
- In addition to standard Knowledge Transfer services, the Customer will choose from select any two of the five services options listed below:

### Option 1- Defined Process flows

The Consultant will work with the Customer to define and document 4 (four) key processes flows from the following list:

- Goods in / Order Receiving
- Installation and Assignment
- Building and Commissioning
- Moves, Additions, Deletions



- Repair / Warranty Management
- Stores and Spare Equipment
- Retirement or Removal
- Ongoing Audits
- Starters and Leavers

Option 2- Custom Asset Types and Data imports

In a 'teach to fish approach', the Consultant and Customer will define up to four custom asset types. This includes defining the data fields for each asset type, cleansing any historical asset data from other systems, and reformatting that data to create and upload as Asset data into the KACE SMA.

Option 3 Loan Asset Management

Create a management queue of assets on loan to track using the BarCode App and the KACE SMA. This includes creation of the loan record, assignment or receiving scans with the BarCode app which includes emails and alerts to track loan details and assets on loan nearing their due date.

Option 4 Consumables and Stores Management

The Consultant will work with the Customer to setup the KACE SMA to manage consumable assets in a 'teach to fish approach'. This includes defining the asset types to be managed and creating the master asset record for each type using the retail barcode as well as working with the Customer to understand and configure both current and minimal stock levels for reporting and reordering when required. Not to exceed 10 assets for this portion of the consulting engagement.

Option 5 Custom Ticket Rule Automations

Assist in automation by creating custom ticket rules where Asset data fields are required to be auto-populated or auto-calculated. Use cases include situations where additional financial elements of Asset Management are required such as: depreciation, warranty management, replacement budgets or current value.

***All packages are purchased with the expressed intention to be utilized fully within a 3-to-6-month period maximum; however, all packages will expire without the right for refund or extension at 1 year from the date of purchase. All services associated with package delivery are on a time and materials basis. Packages are defined with a broad range of applicable activities which are not fixed in nature or considered specific deliverables. As such, changes may be made be as agreed upon by both Consultant and Customer in writing (email is acceptable). This SOD is governed by the terms and conditions stated above and the Transaction Services Agreement ("TSA") at <https://www.lightspeedpm.com/legal.html> as of the date this SOF is executed by Customer. Capitalized terms not defined herein shall have the meaning stated in the TSA. The TSA is hereby incorporated into this SOD instrument.***