RRECS Activities MDD Menu Redesign
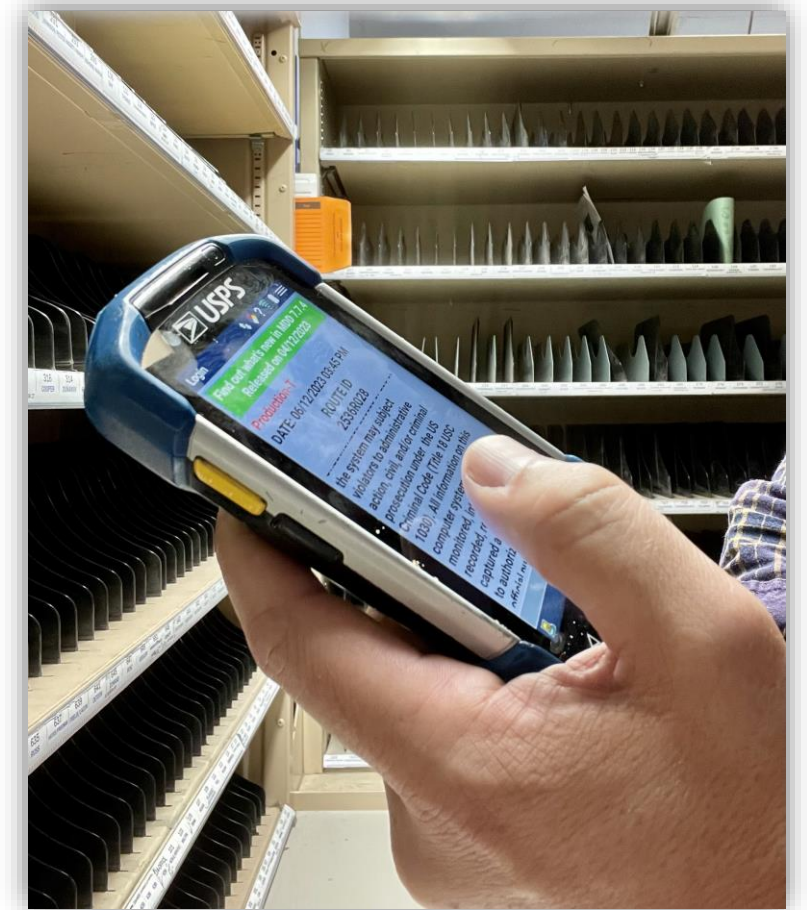
Guided Menu
Comprehensive Menu
Activity Summary

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Guided Menu

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Guided Menu

To eliminate potential errors when making selections on the MDD, new logic will be implemented to only display RRECS Activities when they are appropriate.

- Example #1: When a carrier retrieves the MDD and logs in, then selects RRECS Activities, the only activity visible on the menu will be CLOCKIN.

- Example #2: When a carrier selects OUTLUNCH, all menu options will be hidden except RETURNLUNCH.

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Guided Menu Redesign
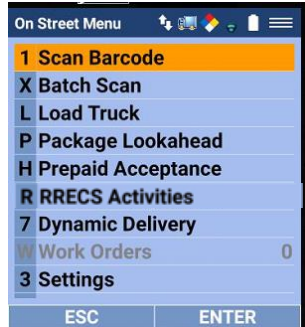
Upon login On Street menu displayed on device

User selects option **R Rural Activities**

The RRECS Activities Menu will show only available option (1) CLOCKIN. Press Enter to select this option

Confirmation message displayed

After (1) CLOCKIN, menu will display list of the 6 available options. Select option (6) STARTLOADVEH, press Enter

Confirmation message displayed

Only option (7) ENDLOADVEH available, press Enter

Confirmation message displayed

Notes:
Confirmation message will be presented after each selection on any menu.
Workflow did not change for menu options (2) FLATSWSS, (3) LETTERSWSS, (4) FLATSBOXHOLDER, (5) LETTERSBOXHOLDER.

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Guided Menu Redesign

After selecting/confirming (7) ENDLOADVEH device displays menu with 7 items on a list

Scroll down/or use hot key (8) to select DEPART2ROUTE, press Enter
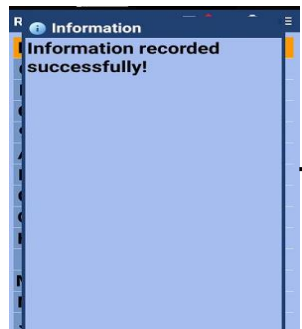
Confirmation message displayed
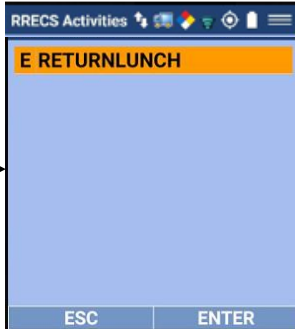
Device takes user back to On Street Menu

Carrier must select **R Rural Activities** option again, press Enter
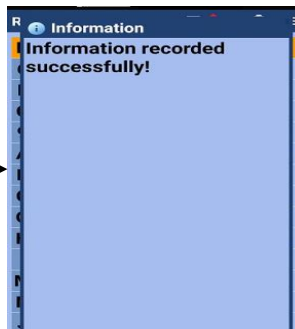
List of 14 items available. Carrier will need to scroll down to see all menu options. Select (D) OUTLUNCH, press Enter

Confirmation message displayed

Once (D) OUTLUNCH is selected, the device displays (E) RETURNLUNCH until this action is completed. Even if Escaped to main menu, **R RRECS Activities** menu will only display this option

Confirmation message displayed and device brings user to On Street Menu and then selects **R RRECS Activities** option
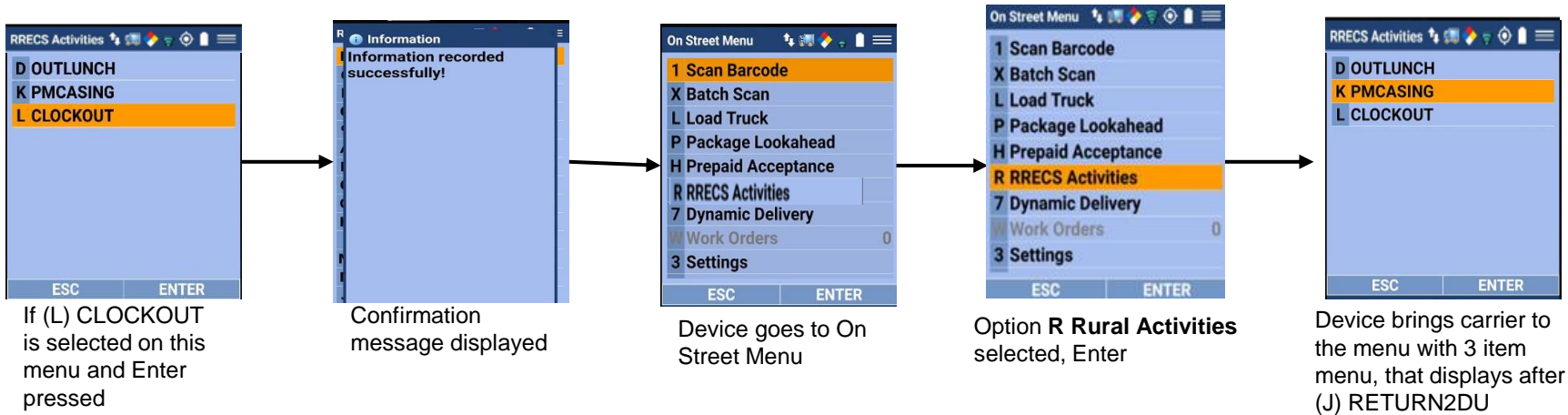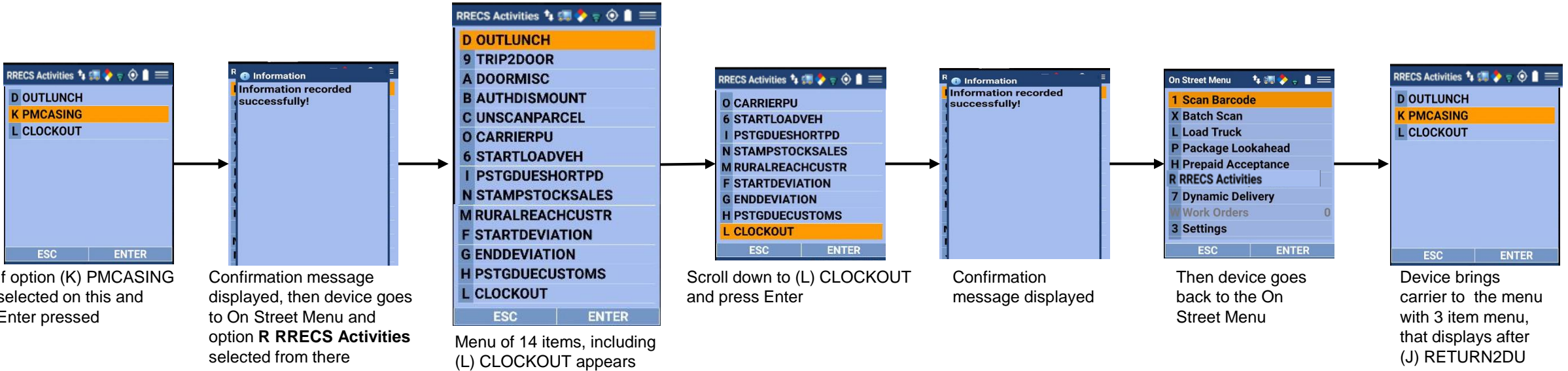
Select (J) RETURN2DU and press Enter, scanner will confirm, and return to On Street Menu. Select **R RRECS Activities** menu again
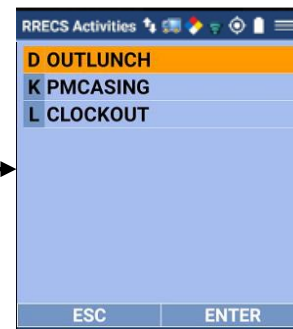
List of 3 items appears. If (D) OUTLUNCH selected and Enter pressed, then TR follows same workflow as shown before

Note:
All other menu options, except DEPART2ROUTE, OUTLUNCH and RETURN2DU will follow the current workflow.

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Guided Menu Redesign

If option (K) PMCASING selected on this and Enter pressed

Confirmation message displayed, then device goes to On Street Menu and option **R RRECS Activities** selected from there

Menu of 14 items, including (L) CLOCKOUT appears

Scroll down to (L) CLOCKOUT and press Enter

Confirmation message displayed

Then device goes back to the On Street Menu

Device brings carrier to the menu with 3 item menu, that displays after (J) RETURN2DU

If (L) CLOCKOUT is selected on this menu and Enter pressed

Confirmation message displayed

Device goes to On Street Menu

Option **R Rural Activities** selected, Enter

Device brings carrier to the menu with 3 item menu, that displays after (J) RETURN2DU

Note:
All other menu options, except OUTLUNCH and STARTLOADVEH will follow the current workflow.

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Guided Menu Redesign

If carrier must change Route ID, option **6 Change Route** must be selected and new route ID set up
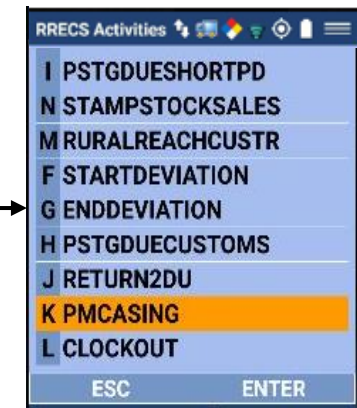

Carrier proceed with normal procedure of route change and after confirmation of successful setup device brings carrier to On Street menu

Carrier must select **R Rural Activities** option and press Enter to proceed

Menu of 22 items appears – to see all the items, user must scroll down

All other menu options, except (D) OUTLUNCH, and (6) STARTLOADVEH will bring user to On Street menu at the end of workflow. For (D) OUTLUNCH flow, refer to Slide 9. For (6) STARTLOADVEH refer to Slide 8 Other options on the menu will follow current workflow.

Confirmation message displayed

Device brings user back to On Street Menu. If RRS option selected, the menu of 22 items will display.

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Comprehensive Menu

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Comprehensive RRECS Menu

The comprehensive menu can be accessed after selecting "RRECS Activities" by selecting the three lines in the top right corner of the MDD, then selecting option (R), "Show All Activities."

- Once "Show All Activities" has been selected, the menu will display until "CLOCKOUT" is selected.

- The comprehensive menu will show all RRECS Activities except "ENDLOADVEH" and "RETURNLUNCH."
  - These two activities are dependent on "STARTLOADVEH" and "OUTLUNCH."

RRECS Activities

1	CLOCKIN
2	FLATSWSS
3	LETTERSWSS
4	FLATSBOXHOLDER
5	LETTERSBOXHOLDER
8	DEPART2ROUTE
D	OUTLUNCH
6	STARTLOADVEH
9	TRIP2DOOR
A	DOORMISC
B	AUTHDISMOUNT
C	UNSCANPARCEL
O	CARRIERPU
I	PSTGDUESHORTPD
N	STAMPSTOCKSALES
M	RURALREACHCUSTR
F	STARTDEVIATION
G	ENDDEVIATION
H	PSTGDUECUSTOMS
J	RETURN2DU
K	PMCASING
L	CLOCKOUT

ESC   ENTER

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How to Access Comprehensive RRECS Activities Menu

Login as Rural Carrier, at the On Street Menu, select option **R RRECS Activities**

When inside the Rural Activities menu, select the "Hamburger Menu"

In Hamburger Menu select Option **R Show All Activities**

Comprehensive menu will display. Different from the original menu, ENDLOADVEH will now display after selecting STARTLOADVEH, and RETURNLUNCH will display after OUTLUNCH.

After selecting "Show All Activities" from the hamburger menu, the comprehensive menu will display until *CLOCKOUT* is selected.

How to Access Comprehensive RRECS Activities Menu Continued

From any Rural Activities Guided Menu screen, select the Hamburger Menu then option (R) "Show All Activities" to display the comprehensive RRECS Activities Menu
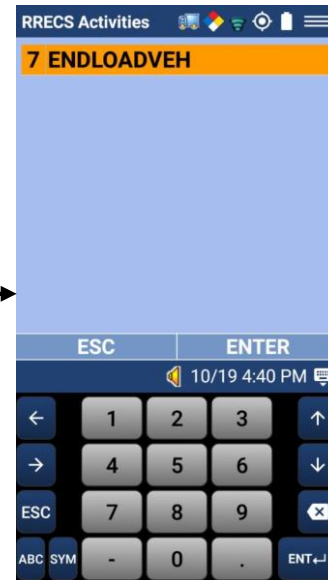
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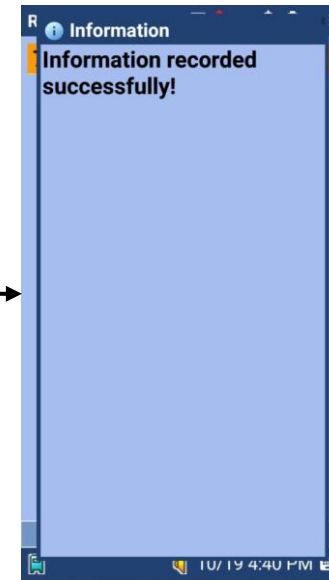POSTAL SERVICE ®

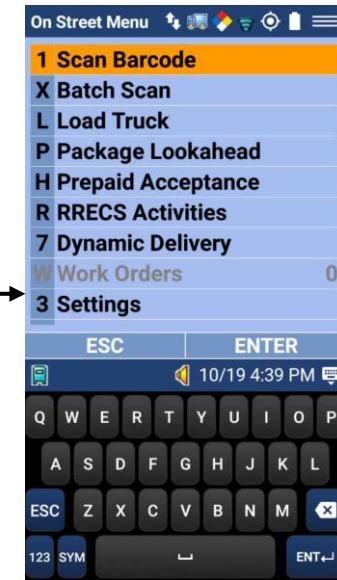# RRECS Comprehensive Menu

Select **6 STARTLOADVEH**
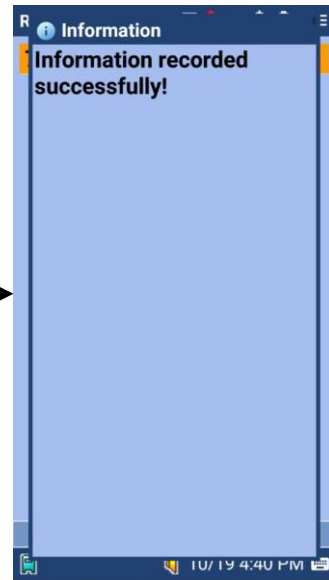
"**Information recorded successfully**" screen displays briefly

RRECS Activities menu displays with **7 ENDLOADVEH** option. Select **ENDLOADVEH** accordingly

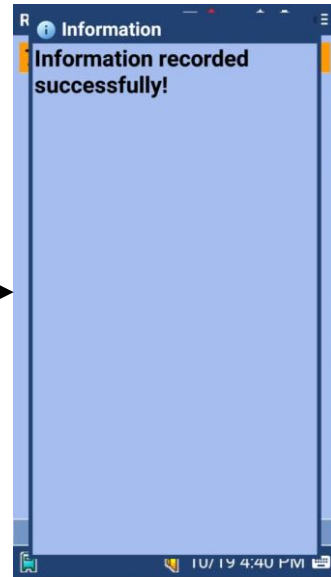"**Information recorded successfully**" screen displays briefly and MDD return to **On Street Menu**

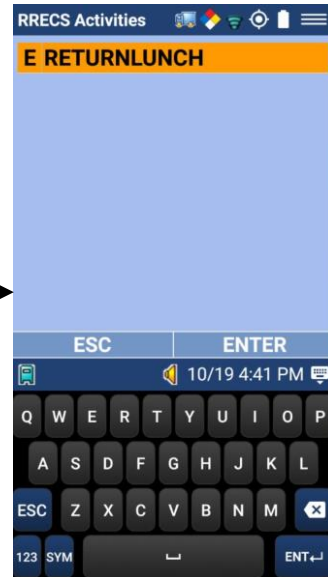Select **RRECS Activities** to get back to Comprehensive Menu

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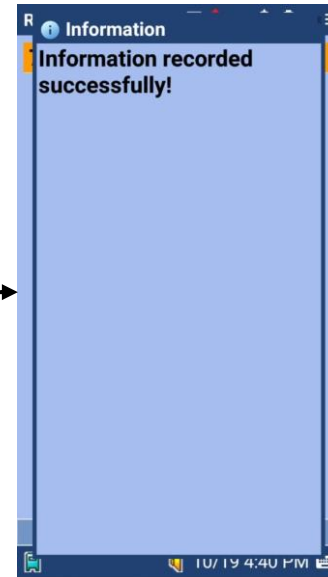
RRECS Comprehensive Menu


Select **D OUTLUNCH**

"**Information recorded successfully**" screen displays briefly

RRECS Activities menu displays with **E RETURNLUNCH** option. Select **RETURNLUNCH** accordingly

"**Information recorded successfully**" screen displays briefly and MDD return to **On Street Menu**

Select **RRECS Activities** to get back to Comprehensive Menu

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RRECS Activity Summary

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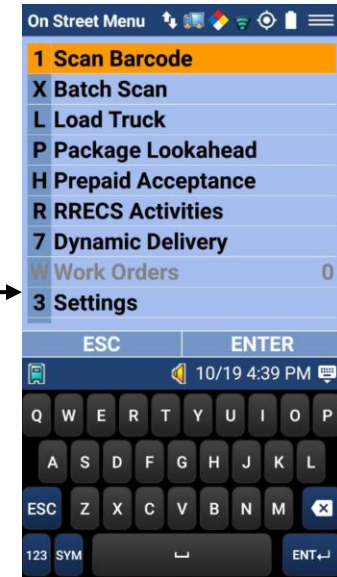
RRECS Activity Summary

- After the user selects "RETURN2DU", a new option (S) "RRECS Activity Summary" will display
- If option (S) "RRECS Activity Summary" is selected, all RRECS activities performed by the carrier will be presented in alphabetical order by route ID
  - Current route ID will be highlighted for easier navigation
  - Activities summary tally counts are current, at that point in time
  - User might need to scroll to see all the items on the list

Comprehensive Menu After RETURN2DU   Guided Menu after RETURN2DU   RRECS Activity Summary

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Appendix

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Mandatory Stand-Up Talk

November 7, 2023

RRECS Activities MDD Menu Redesign: Guided Menu, Comprehensive Menu & Activity Summary

On November 18, 2023, "Rural Activity Scans" will change to "RRECS Activities" on the mobile delivery device (MDD).

Additional features will be introduced including: a guided menu, a comprehensive menu, and a summary for RRECS Activities. These enhancements are intended to help reduce errors when making selections on the MDD.

The guided menu will display activities that are applicable based on the duties being performed at that time.

For example:

- Upon first logging into the MDD and selecting "RRECS Activities," only "CLOCKIN" will be visible.
- Upon selecting "CLOCKIN," only AM office activities will display.
- Upon selecting "STARTLOADVEH," only "ENDLOADVEH" will be visible.
- Upon selecting "OUTLUNCH," only "RETURNLUNCH" will be visible.
- After the first "STARTLOADVEH" and "ENDLOADVEH," "DEPART2ROUTE" will appear in the AM office activities.
- Upon selecting "DEPART2ROUTE," only street activities will display.
- Upon selecting "RETURN2DU," only PM office activities will display.
- If "PMCASING" is selected, street activities will become visible again.
- If you change route numbers, a full version of the menu will display.

The comprehensive menu can be accessed after selecting "RRECS Activities" by selecting the three lines in the top right corner of the MDD, then selecting option (R), "Show All Activities." Once "Show All Activities" has been selected, the menu will display until "CLOCKOUT" is selected. The comprehensive menu will show all RRECS Activities except "ENDLOADVEH" and "RETURNLUNCH." These two activities are dependent on "STARTLOADVEH" and "OUTLUNCH."

After "RETURN2DU" has been selected, you may select option (S), "RRECS Activity Summary." The MDD will then display all RRECS activities and associated tally counts, for entries recorded. The activity summary is available at the carrier's option.

Thank you for your time and dedication to the United States Postal Service.