



AppsME Setup Guide

kintone ver.

Ver.1.0

Revision history

Ver.	Date	Content
1.0	2019/02/05	New issue

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How to use this manual

This manual is a setup guide of “AppsME” (kintone ver.) provided by OPRO Japan Co., Ltd.

Our purpose is for you to understand the procedure to configure operating environment to collaborate AppsME with kintone and refer to / edit information on kintone from a mobile terminal.

In order to freely customize input layout after configuring environment, please refer to “AppsME designer guide (kintone ver.)”.

Conventions used in this manual

The following conventions are used in this manual.

Convention	Content
Note	Describes notes on operation.
Point	Describes tips on operation.
Ref.	Describes a reference in this manual.
[]	Used when describing button names, tab names, keys on keyboard, etc.
“ ”	Used when describing system names, menu names, item names, references, etc.

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1. Introduction

Here, product concept and notes/restrictions of AppsME (kintone ver.) are explained.

1.1 Product concept

AppsME's product concepts are as follows.

- You can input into kintone from a mobile terminal.
- You can input even if a mobile terminal is in offline.
- According to the authority of referring user, an administrator can configure display items.
(Ex: Part timers can view a part of items while an administrator can view all items.)
- It has a handwriting sign function.
(Ex: After a customer give you a sign of work completion, you can upload it to kintone.)
- You can upload image files such as photos to kintone.
- It has a custom layout function.
An administrator can lay out a report with a report designer so that it is easy for staff to use.
You can modify its appearance unique to kintone, to an existing report layout users are familiar with.

1.2 Notes

Notes on operating AppsME with a mobile terminal are as follows.

- You cannot upload images over the disk capacity of kintone under contract.
- If you log out of AppsME while “an unsaved record” existing, it will be erased.

1.3 Restrictions

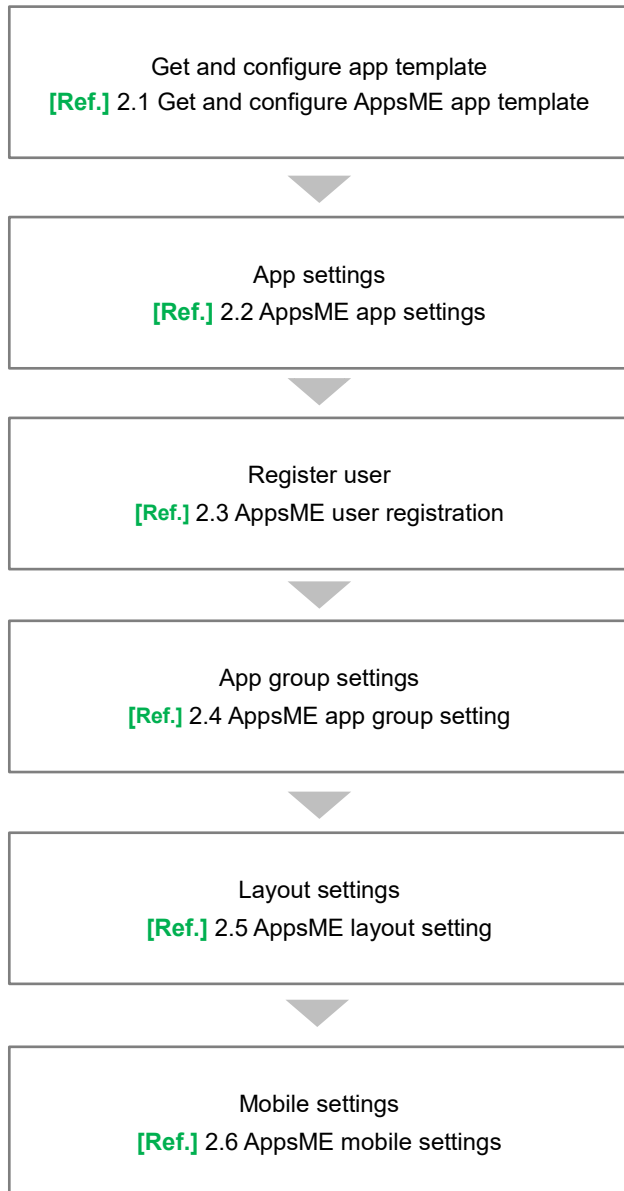
The OS and its version which can install AppsME are as follows.

Mobile terminal OS	Compatible version	Remarks
iOS	iOS 11.0 or later	Smart phone / Tablet
Android	Android 7.0 or later	Smart phone / Tablet
Windows10	Windows10	Smart phone / Tablet / Windows PC

2. Config on kintone

Configure AppsME on kintone side. The procedure of getting app template, app settings, user settings, app group settings, layout settings, mobile settings will be explained.

The procedure in chapter 2 is as follows.



2.1 Get and configure AppsME app template

Get AppsME app template from our support site and configure it.

2.1.1 Get AppsME app template

1. Get AppsME app template from our support site with the either one of following procedures.

- Support site FAQ [AppsME] - [kintone cooperation] , download from “app template”

Point	Search with “FAQ#9367”
Point	User issuing in advance is required to log into the support site. Confirm the content this URL about the procedure of user issuing (login account creation). https://spc.opro.net/hc/ja/articles/115005067874

- Access this URL, then download.
<https://spc.opro.net/hc/ja/articles/115003596074>

アプリテンプレートダウンロードページ

システム管理者
20時間前 · 更新

フォローする

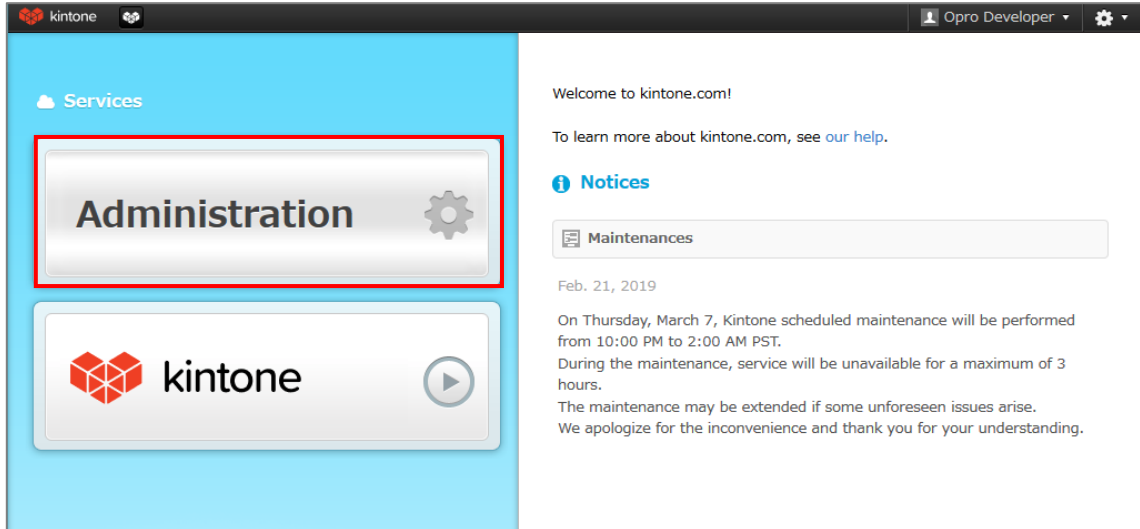
Template	Language
AppsMEAppTemplate	English
AppsMEアプリテンプレート	日本語

2.1.2 Configure group (role) and users belonging to it

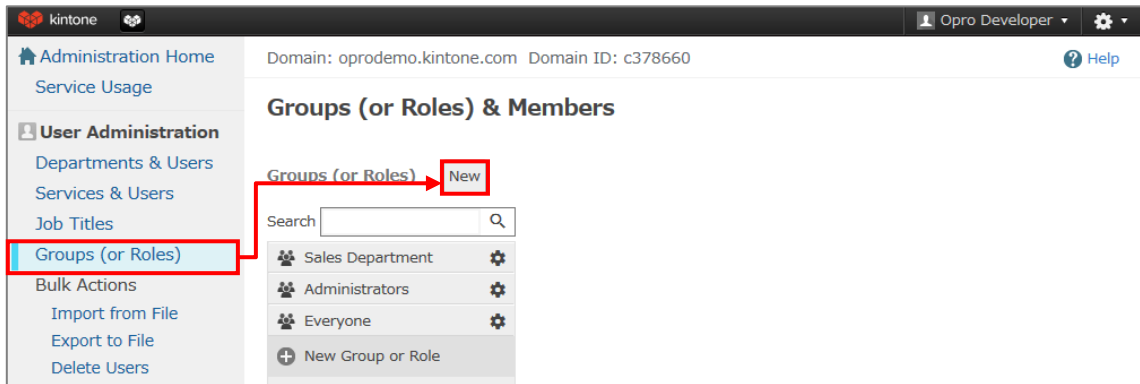
To use AppsME, it is required to configure group (role) and users belonging to it.

■ Add a group (role)

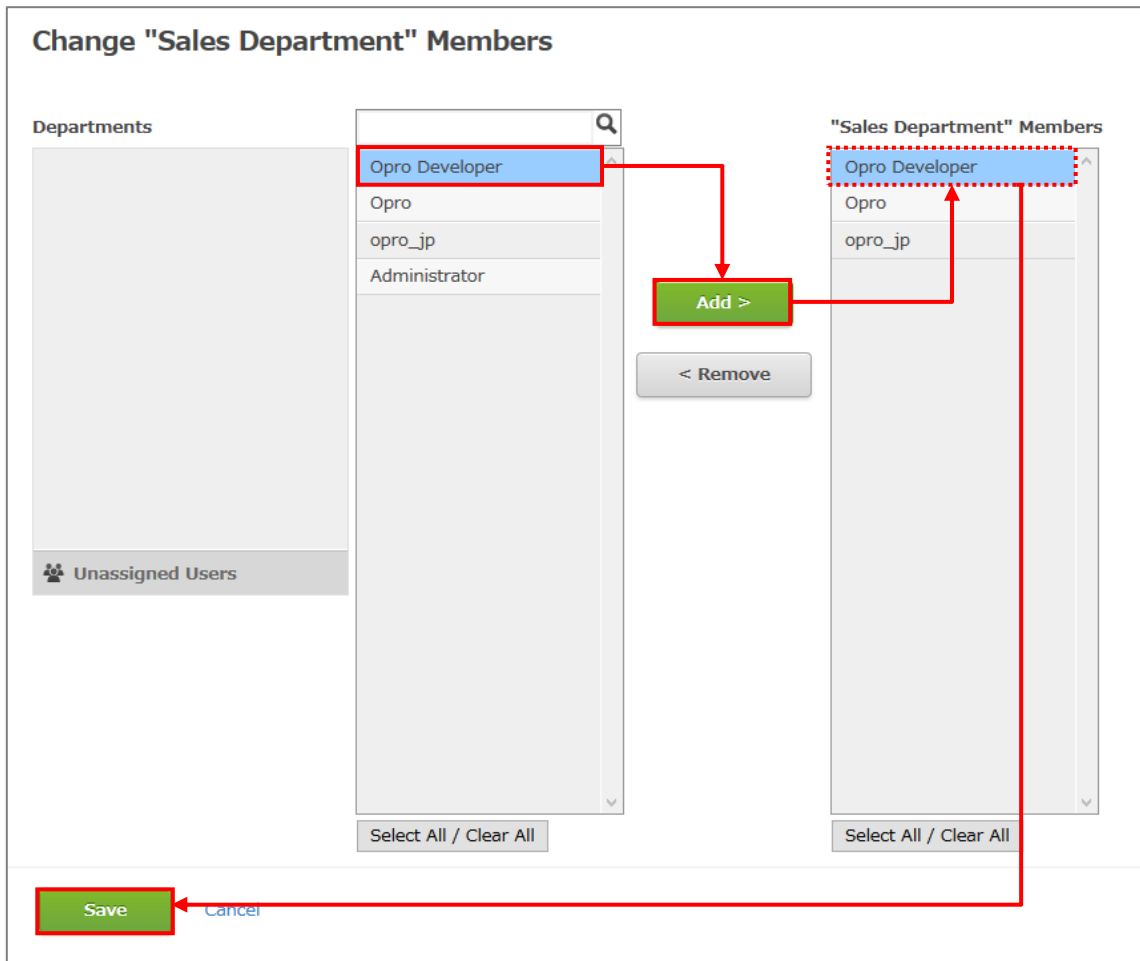
1. Log into kintone and click “Administration”.



2. Click “Groups (or Roles)” and click [New] button.



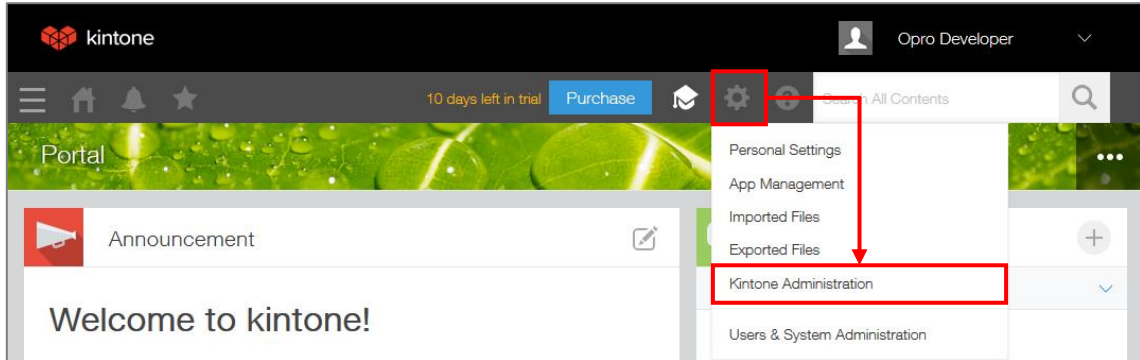
2. "Change "Sales Department" Members" screen will be displayed.
After selecting users to be added, click [Add] button.
Confirm they are added to users belonging to "Sales Department", and click [Save] button.



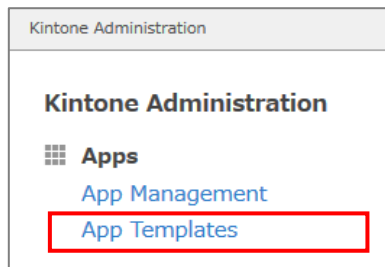
2.1.3 Load AppsME app template

After configuring group (role) and belonging users, load AppsME app template.

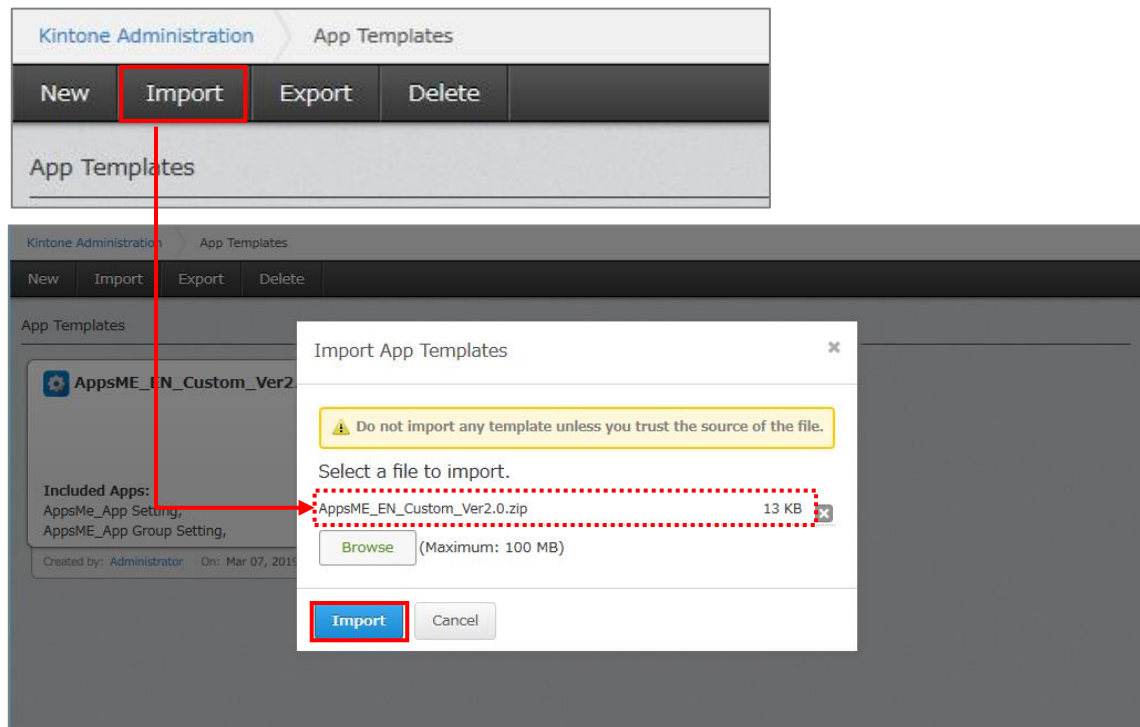
1. Click “Kintone Administration” in [⚙️ (Setting menu)] on kintone portal screen.



2. “Kintone Administration” screen will be displayed. Click “App Templates”.

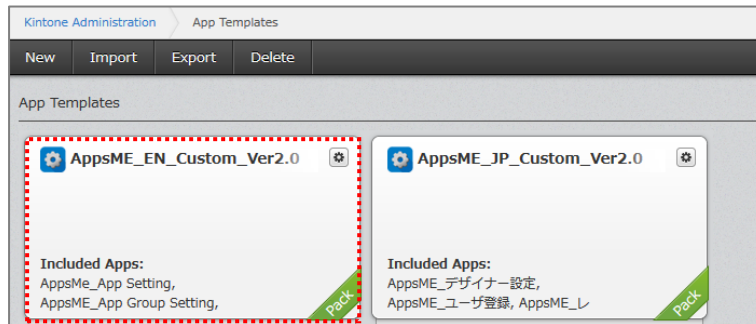


3. Click “Import” in [App Templates] screen.
“Import App Templates” screen will be displayed.
Select the app template you downloaded in “2.1.1 Get AppsME app template”, and click [Import] button.



Point

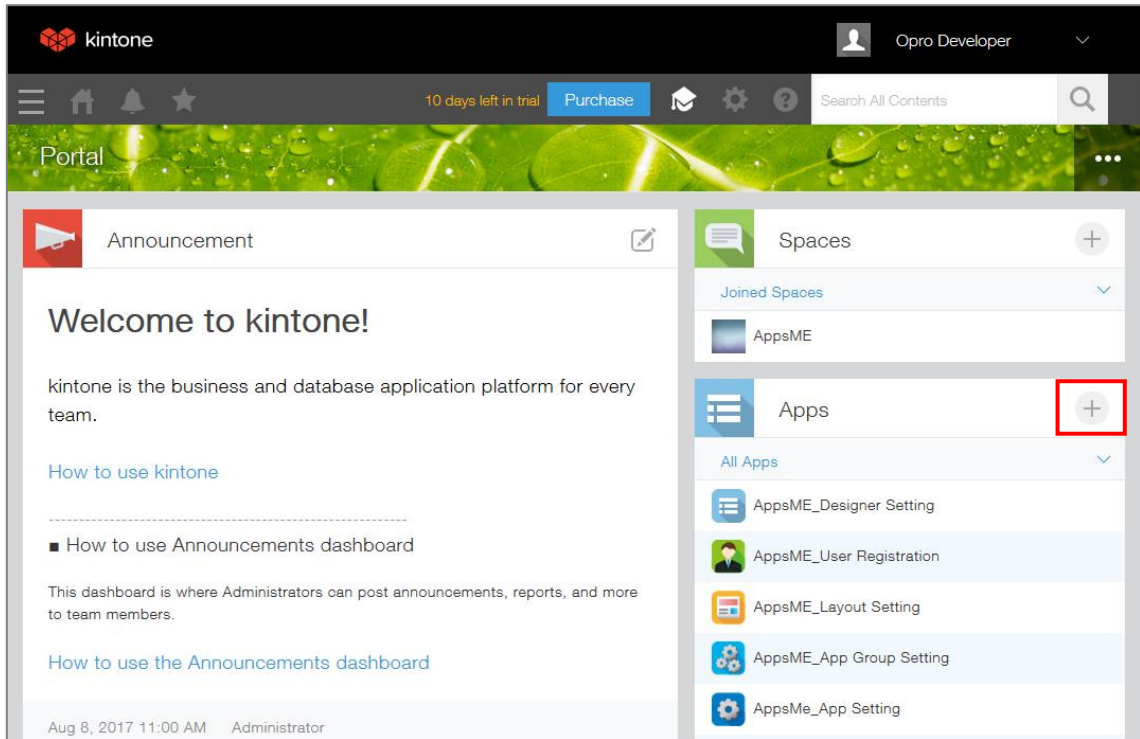
The app template you downloaded in “2.1.1 Get AppsME app template” is in zip file format. Import it as it is.



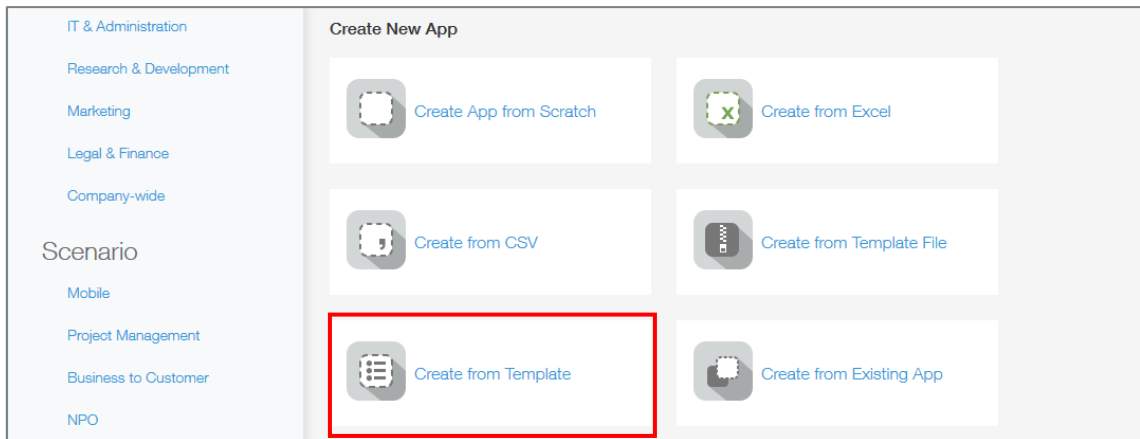
2.1.4 Create AppsME application

Create AppsME application.

1. In “Apps” on kintone portal screen, click [+] button.



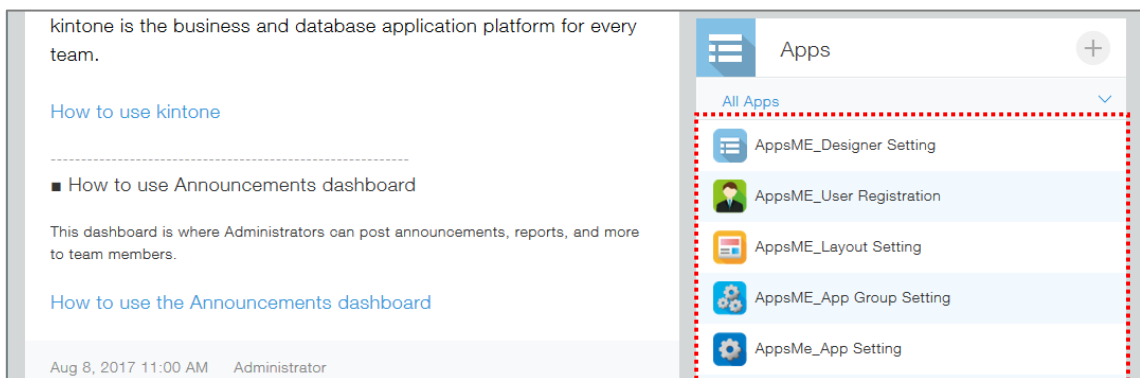
2. Click “Create from Template”.



3. Select an AppsME app template, then click [Use This Template] button.



4. 5 applications will be added.



2.2 AppsME app settings

Set app identification to the apps used in AppsME.

2.2.1 AppsME app settings outline

For each AppsME management app you added in “2.1.4 Create AppsME application”, set app identifications such as “User Information”, “Layout Setting”, “Group Setting”, and “Designer Setting”. Set the app referred to from mobile as “Standard App”.

An example of screen image after settings is as follows.

The screenshot shows the 'AppsMe_App Setting' interface. At the top, there is a header with a gear icon and the title 'AppsMe_App Setting'. Below the header, there is a breadcrumb 'App: AppsMe_App Setting' and a description: 'Application to hold connection information of refer application from mobile.' The main area contains a table with 5 records. The table has columns for RecordNo, AppID, App name, App Identification, and a column with edit and delete icons. The records are as follows:

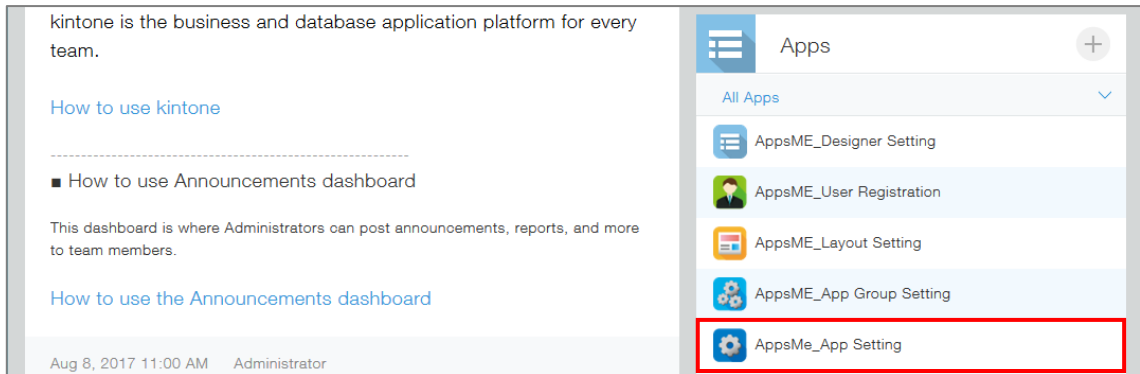
RecordNo	AppID	App name	App Identification	
5	17	Customer Database	Standard App	[Edit] [Delete]
4	6	AppsME_Designer Setting	Designer Setting	[Edit] [Delete]
3	8	AppsME_Layout Setting	Layout Setting	[Edit] [Delete]
2	10	AppsME_App Group Setting	Group Setting	[Edit] [Delete]
1	7	AppsME_User Registration	User Information	[Edit] [Delete]

Records 1 - 5 of 5

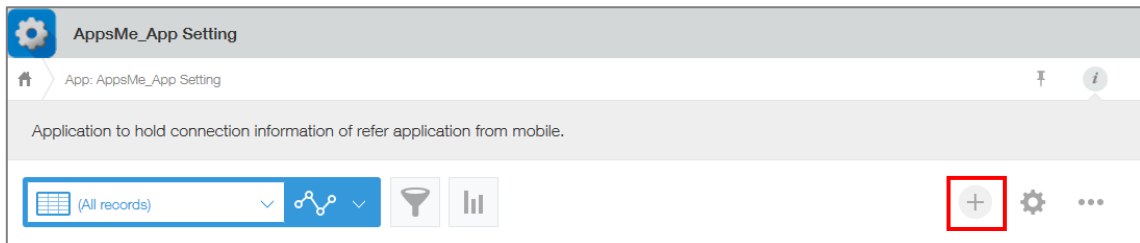
2.2.2 AppsME app settings procedure

Here, take AppsME user registration procedure as an example.

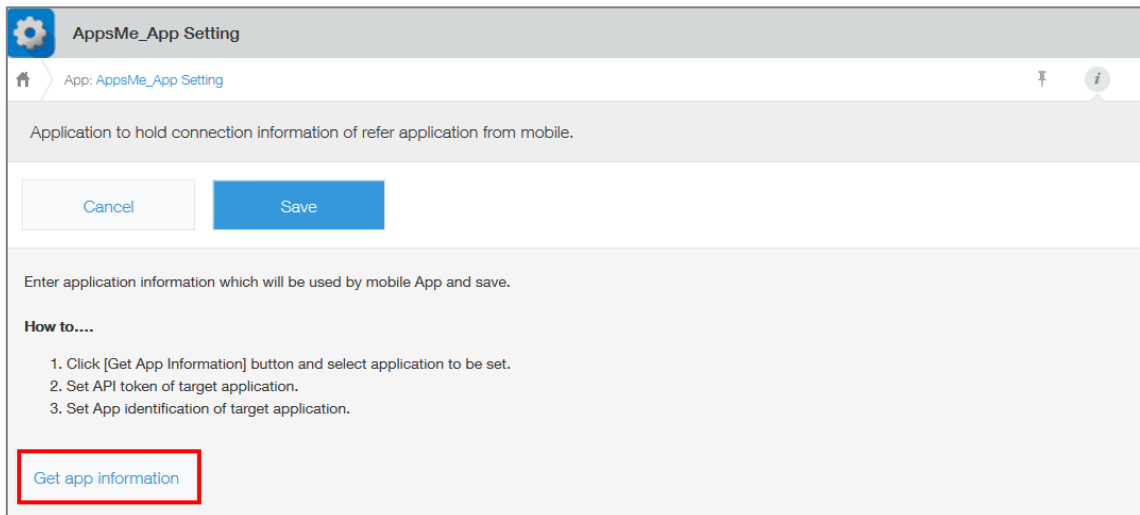
1. In “Apps” on kintone portal screen, click “AppsMe_App Setting”.



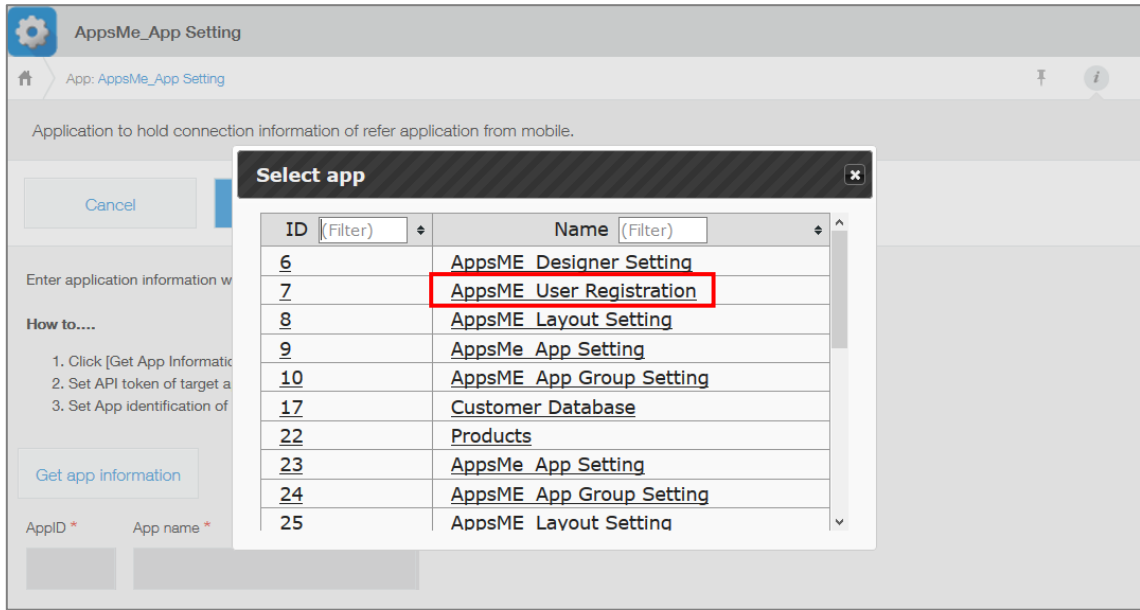
2. “AppsMe_App Setting” screen will be displayed. Click [+] button.



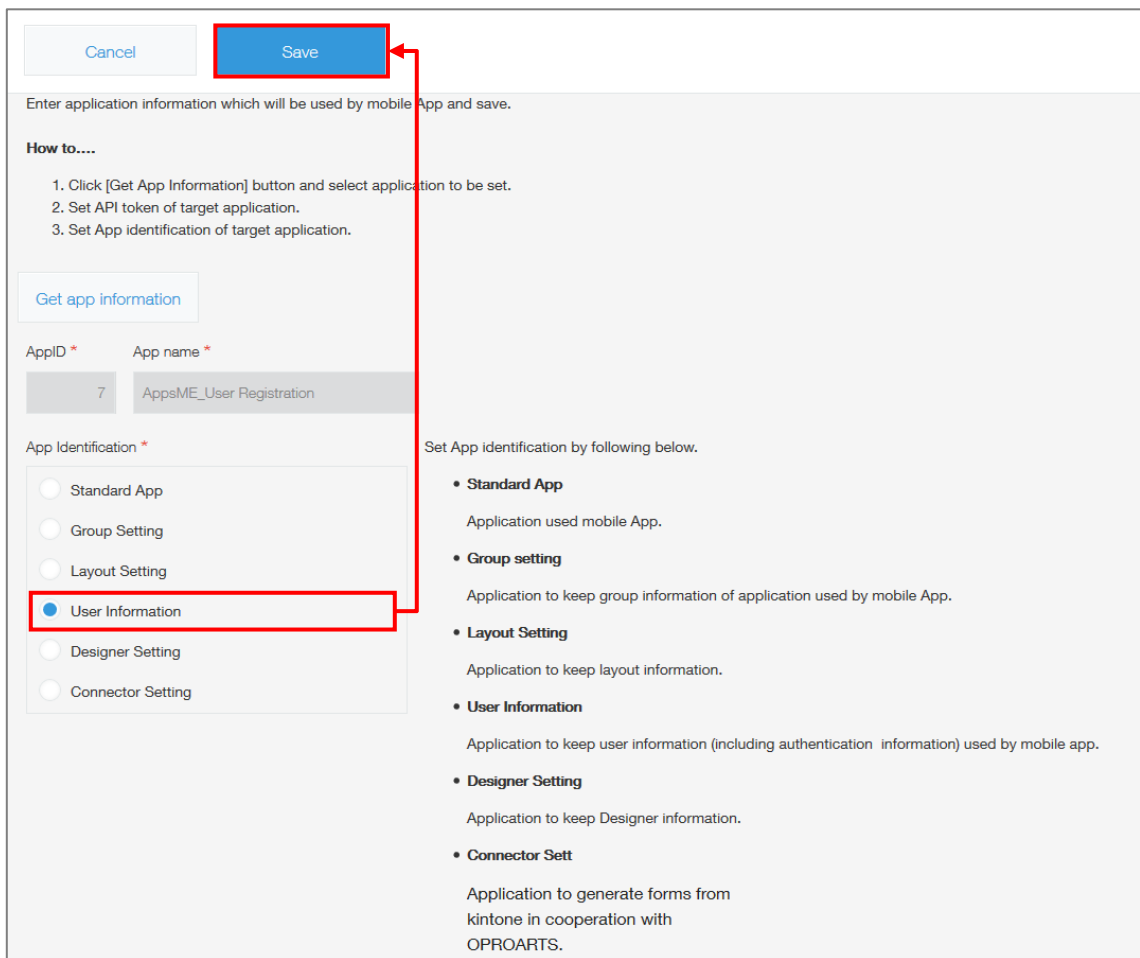
3. Click [Get app information] button.



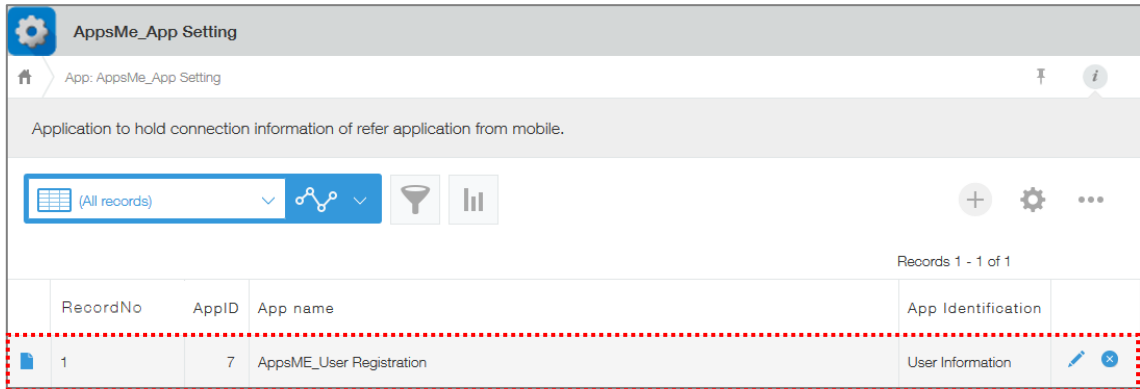
- 4. "Select app" screen will be displayed.
Select the application to be configured (here, "AppsME_User Registration").



- 5. As the application to be configured is "AppsME_User Registration", select [User Information] in "App Identification", then click [Save] button.



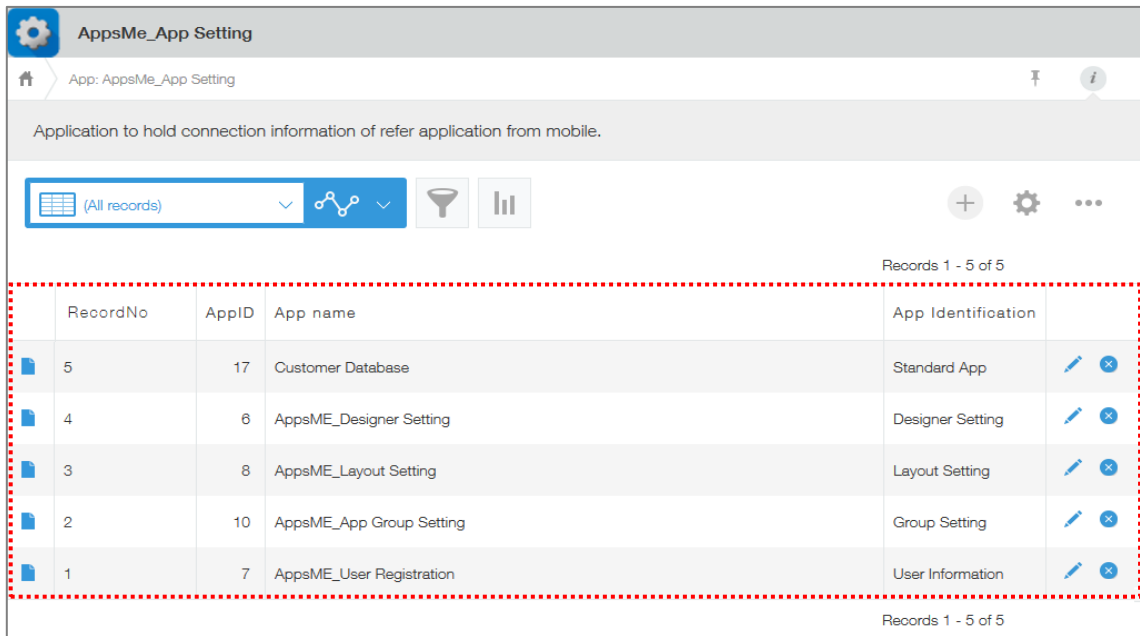
6. “AppsME_User Registration” will be set in record.



7. Repeat step 2 - 6 to set app types.

Application to be selected in step 4	App type to be selected in step 5
AppsME_User Registration	User Information
AppsME_App Group Setting	Group Setting
AppsME_Layout Setting	Layout Setting
AppsME_Designer Setting	Designer Setting
※Select an app you want to display on AppsME. “Customer Database” is selected here as an example.	Standard App

8. AppsME app settings are completed.

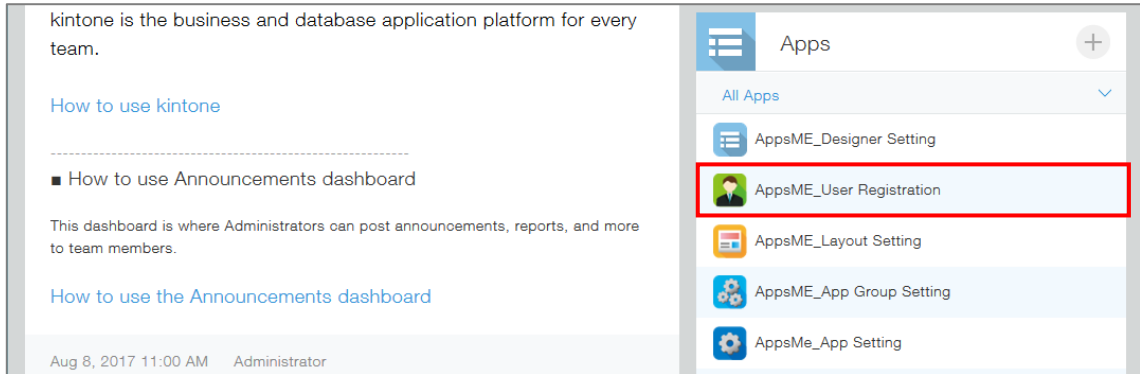


Point “AppsME_Designer Setting” is an app necessary to create a custom layout. Since settings are not necessary this time, it can be omitted.

2.3 AppsME user registration

Set users who use the mobile app.

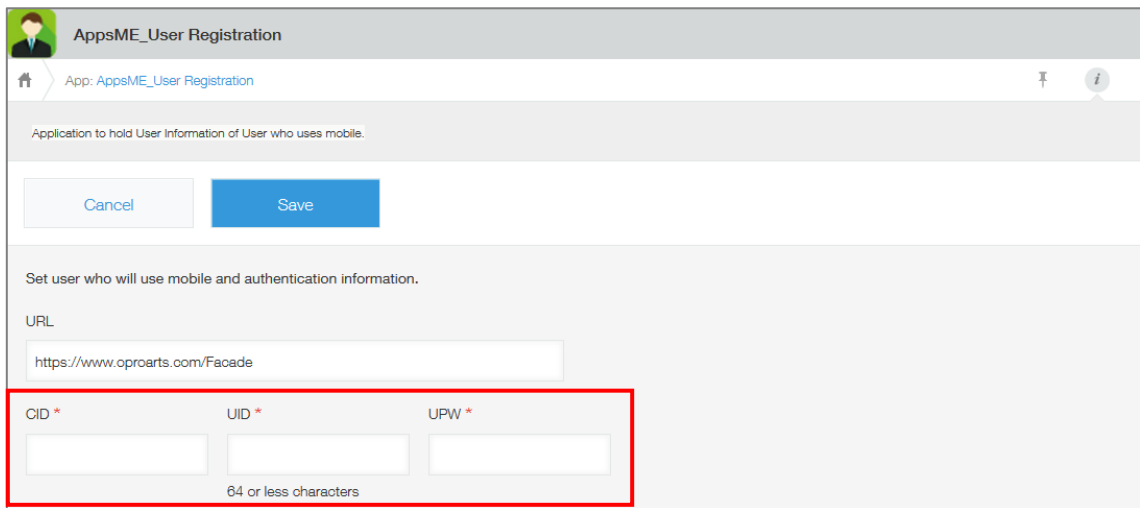
1. In “Apps” on kintone portal, click “AppsME_User Registration”.



2. “AppsME_User Registration” screen will be displayed. Click [+] button.




3. Input OPROARTS authentication information (CID/UID/UPW).

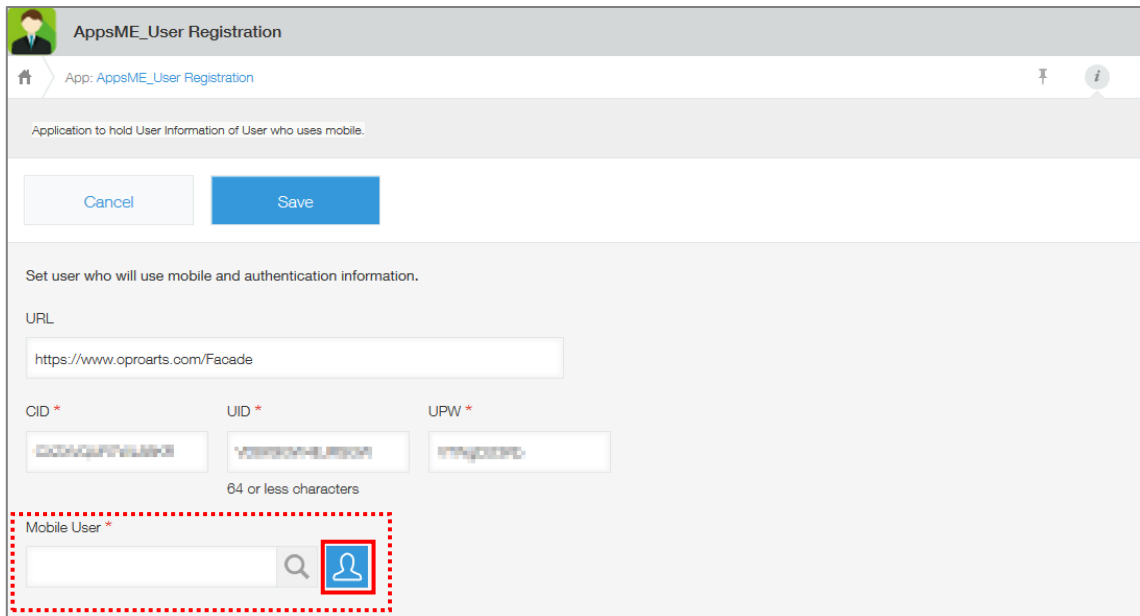


Note Don't change "URL".

Point Confirm a text file sent from OPRO about OPROARTS authentication information.

```
OPROARTS account 03/12/2019
OPRO Co., Ltd.
[account]
CID:XXXXXXXXXXXXXXXXX
*AppsME
UID:                UPW:
YYYYYYYYYYYYYYYYY  ZZZZZZZZZZ
```

4. Click  (Select users from departments or groups)] button in “Users who use mobile”.



AppsME_User Registration

App: AppsME_User Registration

Application to hold User Information of User who uses mobile.

Cancel Save

Set user who will use mobile and authentication information.



URL
https://www.oproarts.com/Facade

CID * UID * UPW *

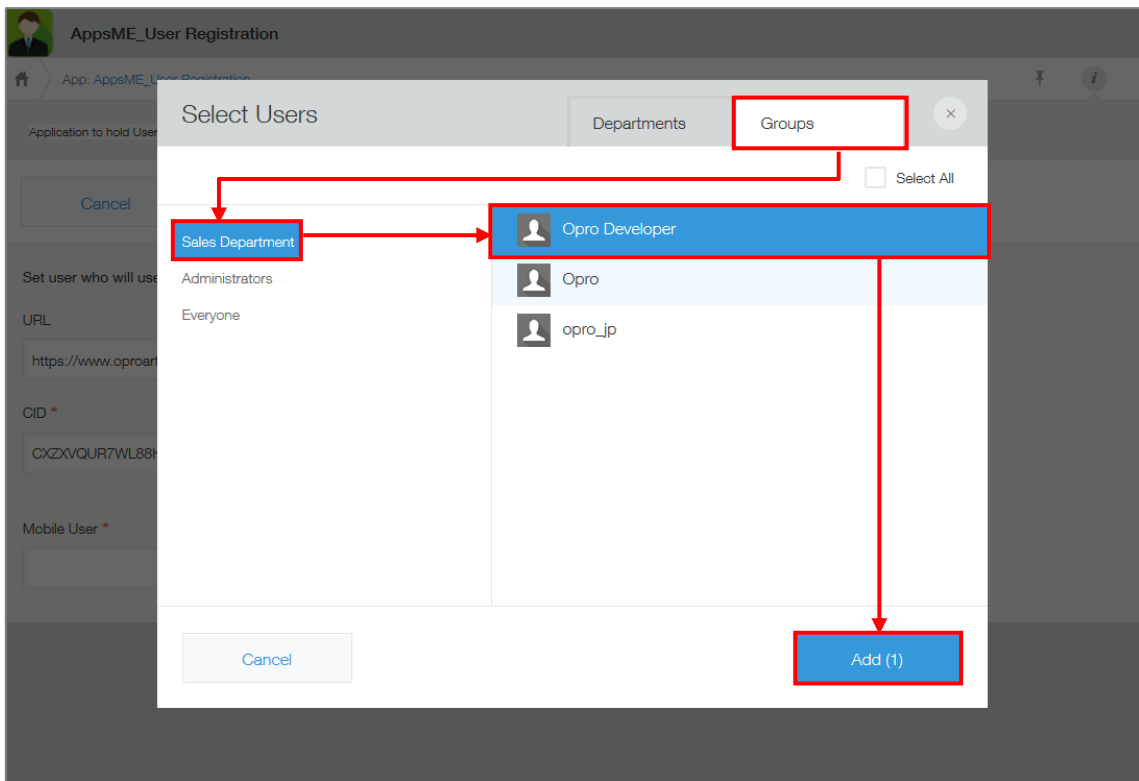
XXXXXXXXXXXXXXXXX YYYYYYYYYYYYYYYY ZZZZZZZZZZ

64 or less characters

Mobile User *

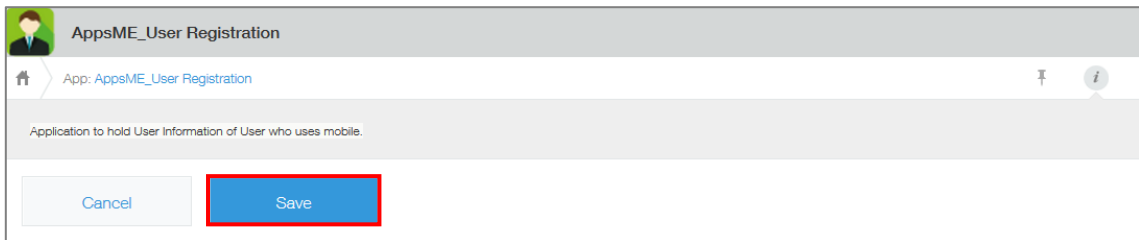
 

5. Click [Groups] tab. Select a person from “Sales Department”, and click [Add] button.



Point A user who uses AppsME has to belong to a group.

6. “AppsME_User Registration” screen will be displayed. Click [Save] button.

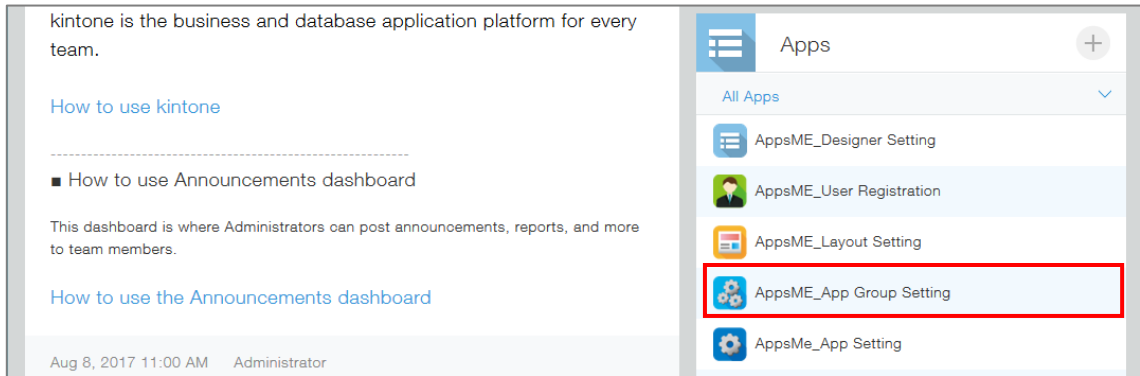


2.4 AppsME app group settings

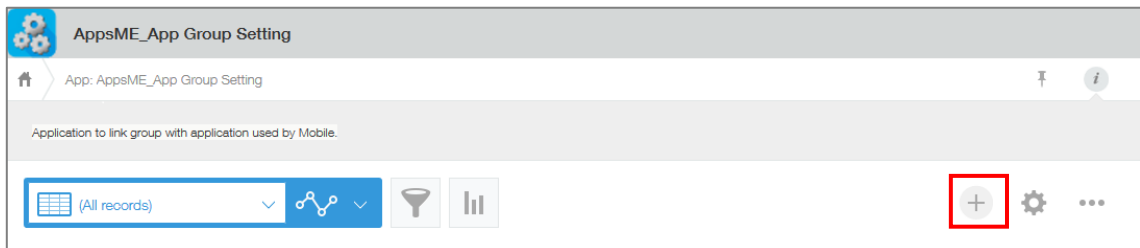
In “AppsME app group settings”, you decide which group uses which app.

Here, as an example, “Sales Department” group is set to refer to “Customer Database” app.

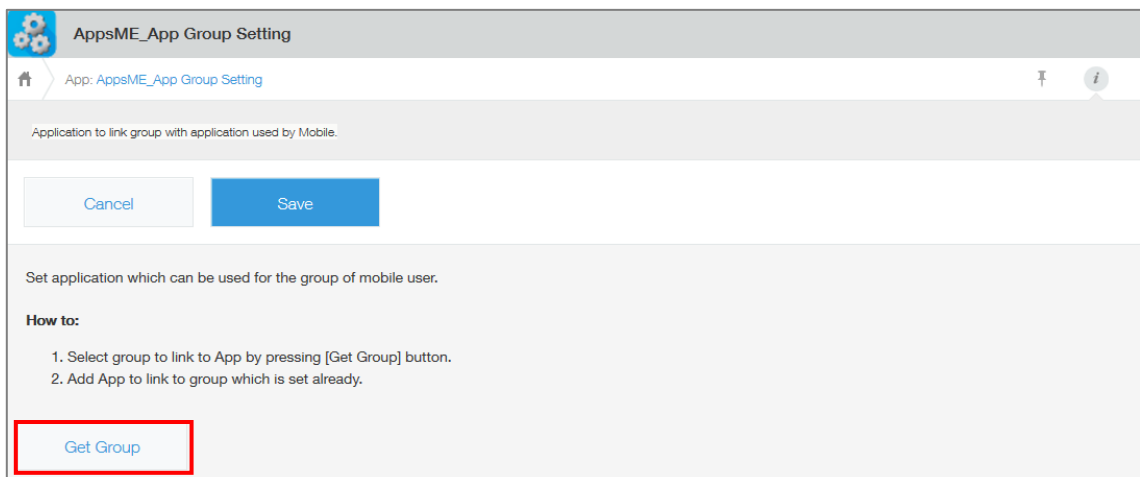
1. In “Apps” on kintone portal screen, click “AppsME_App Group Setting”.



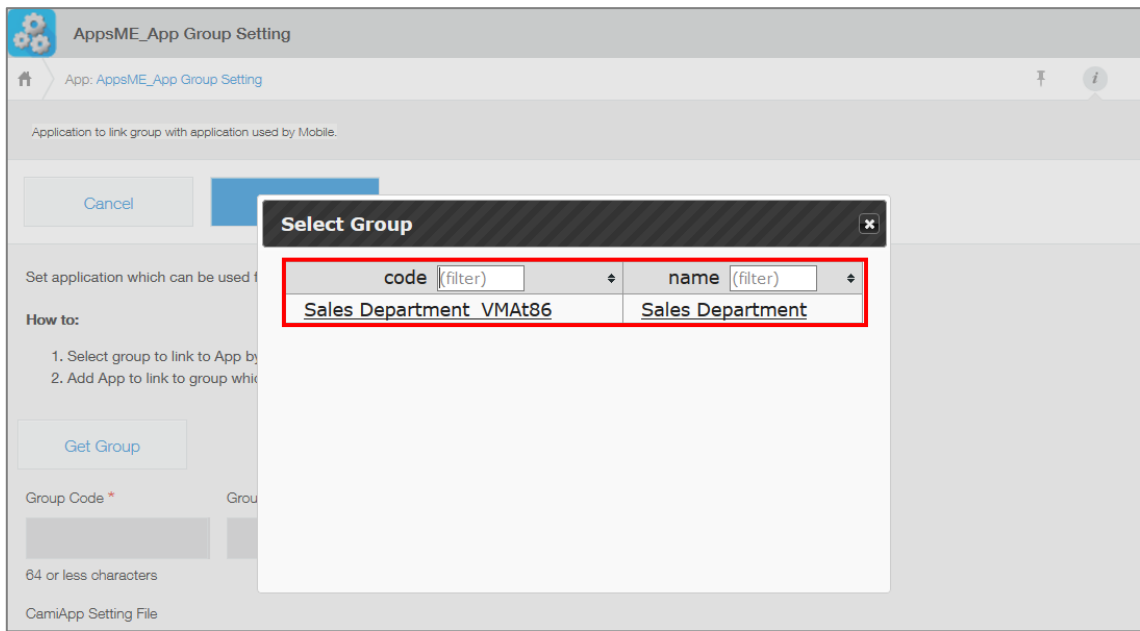
2. “AppsME_App Group Setting” screen will be displayed. Click [+] button.



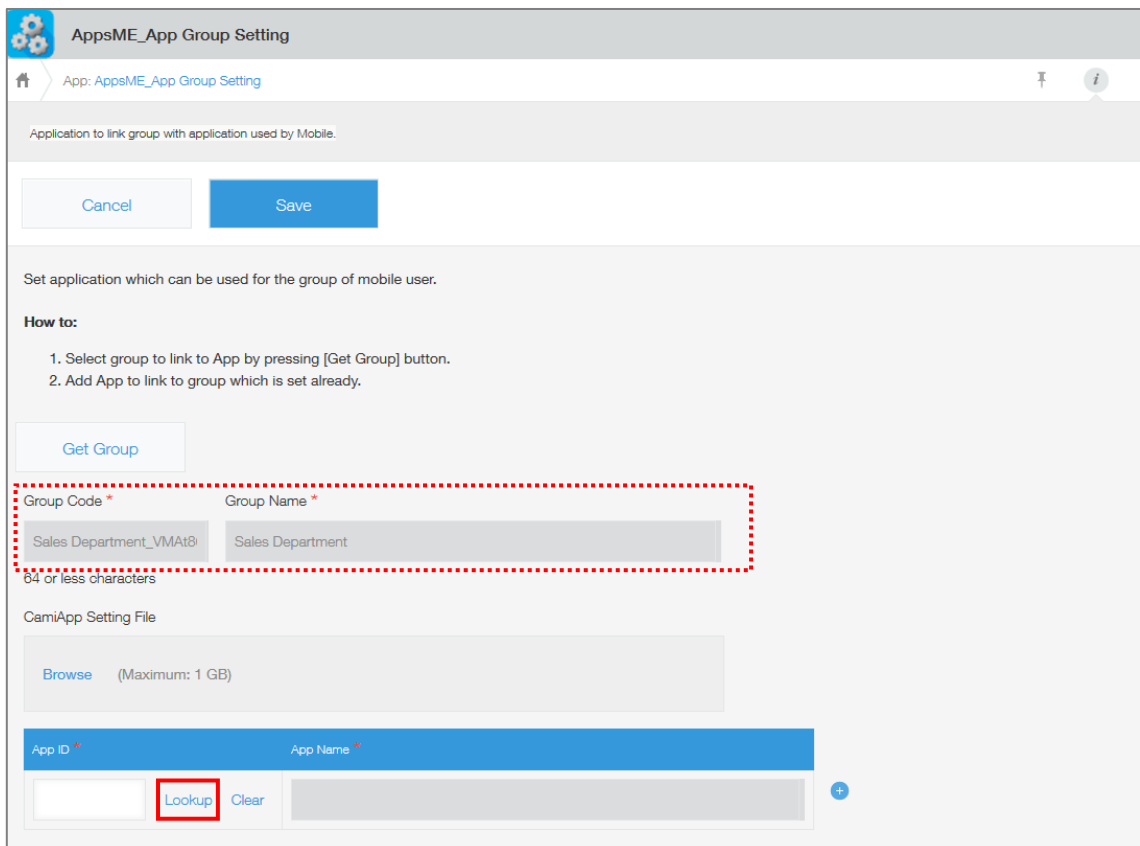
3. Click [Get Group] button.



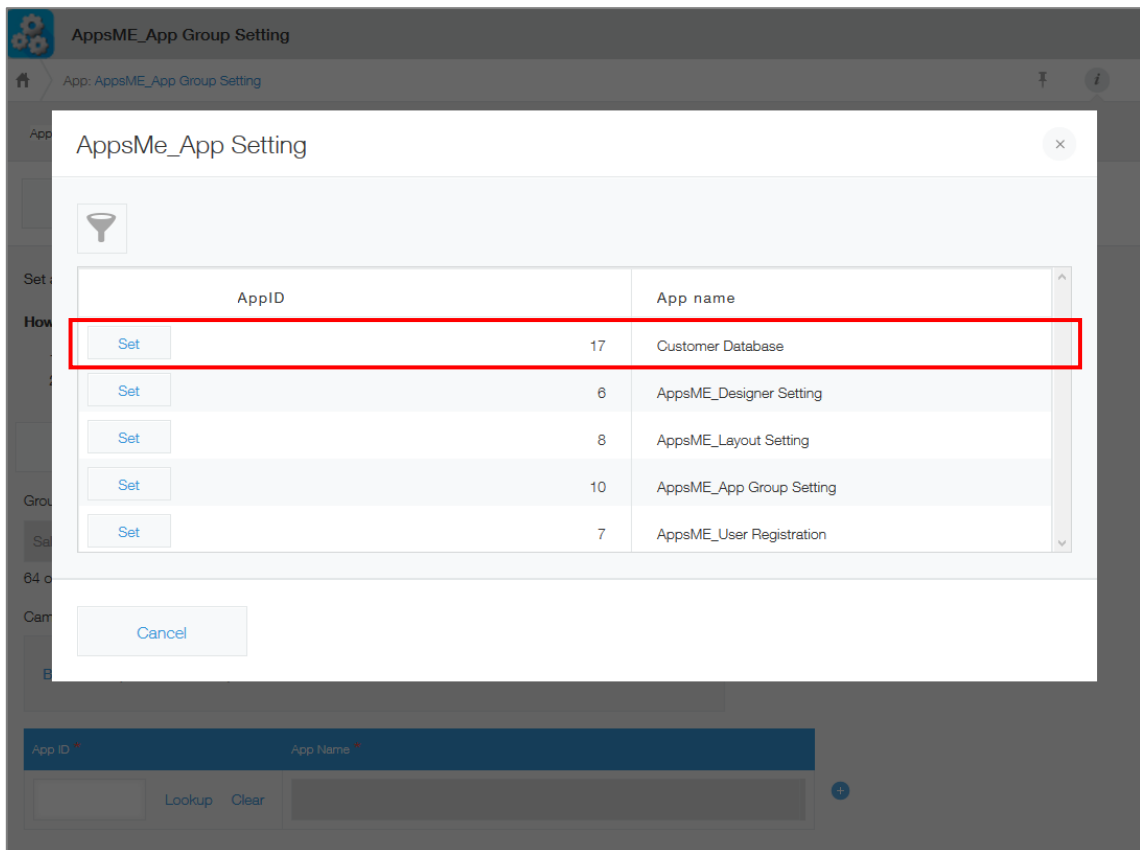
4. "Select Group" screen will be displayed. Select a target group (here, "Sales Department").



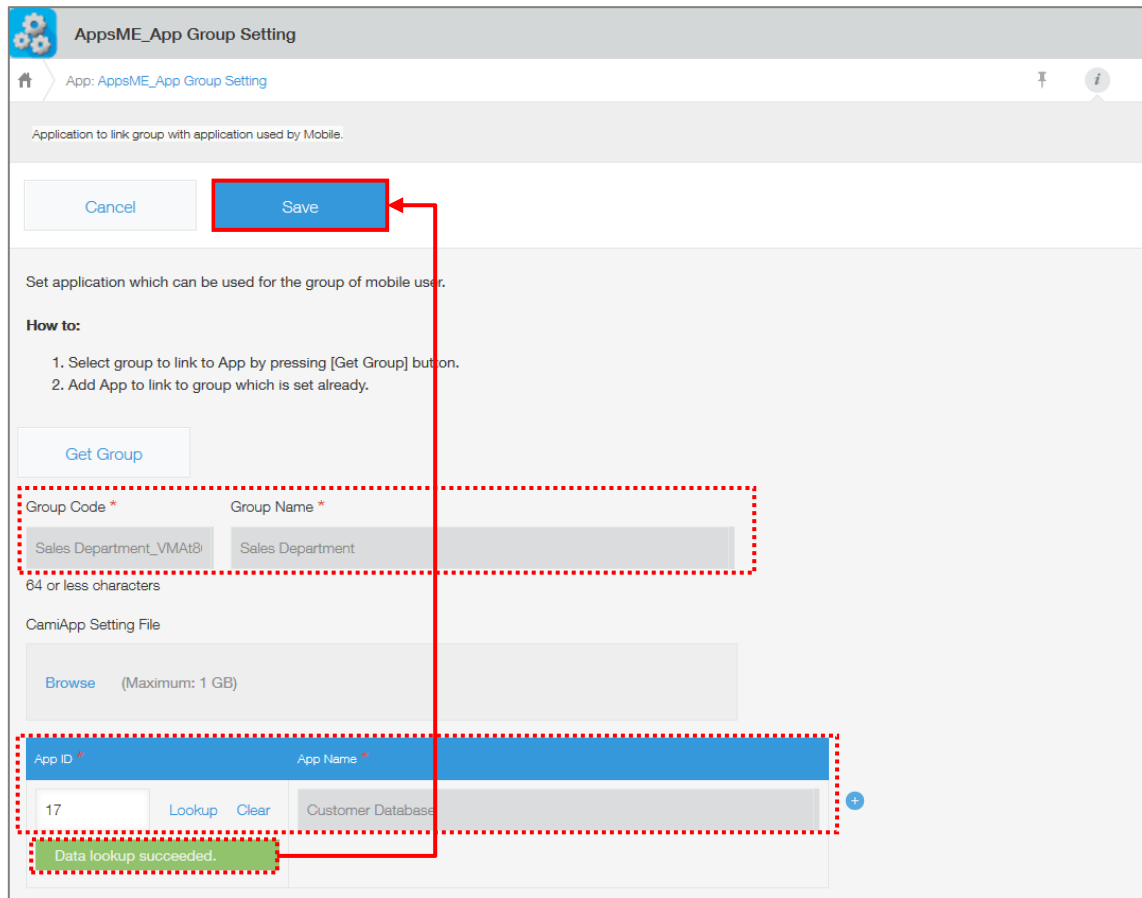
5. "Sales Department" is set as a group. Then, click [Lookup] button.



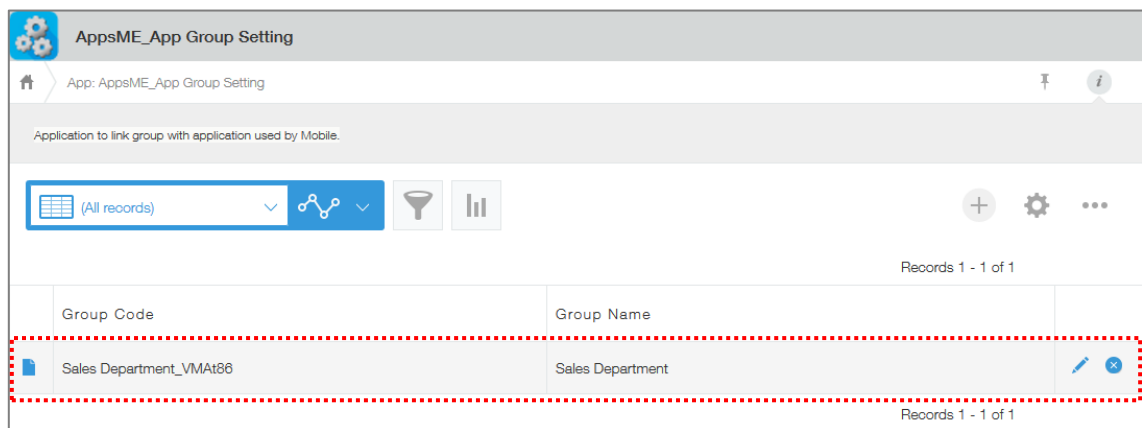
6. "AppsMe_App Setting" screen will be displayed. Select "Customer Database".



- 7. A message, “Data lookup succeeded.” will be displayed in a lower part of screen. Click [Save] button.



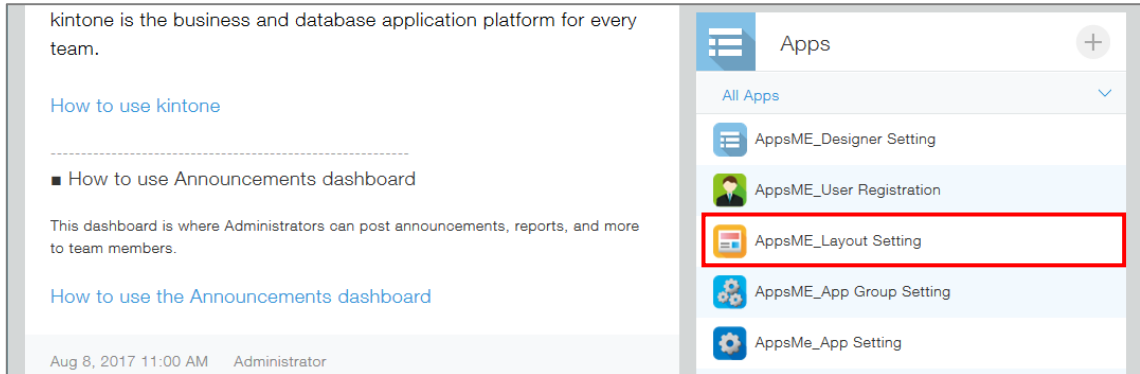
- 8. Link settings between “Sales Department” group and “Customer Database” are completed.



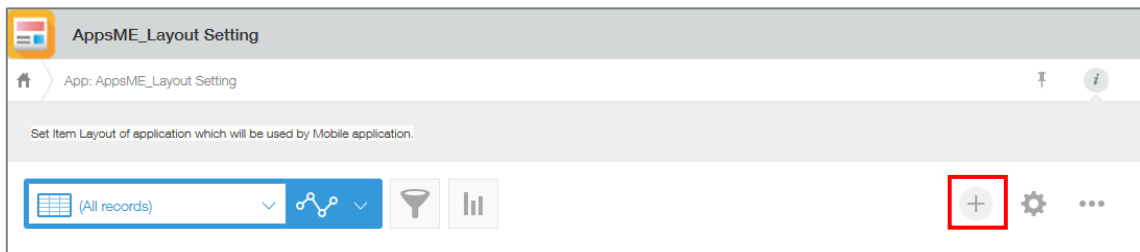
2.5 AppsME layout settings

In “AppsME layout settings”, you set the layout of items used in mobile app.

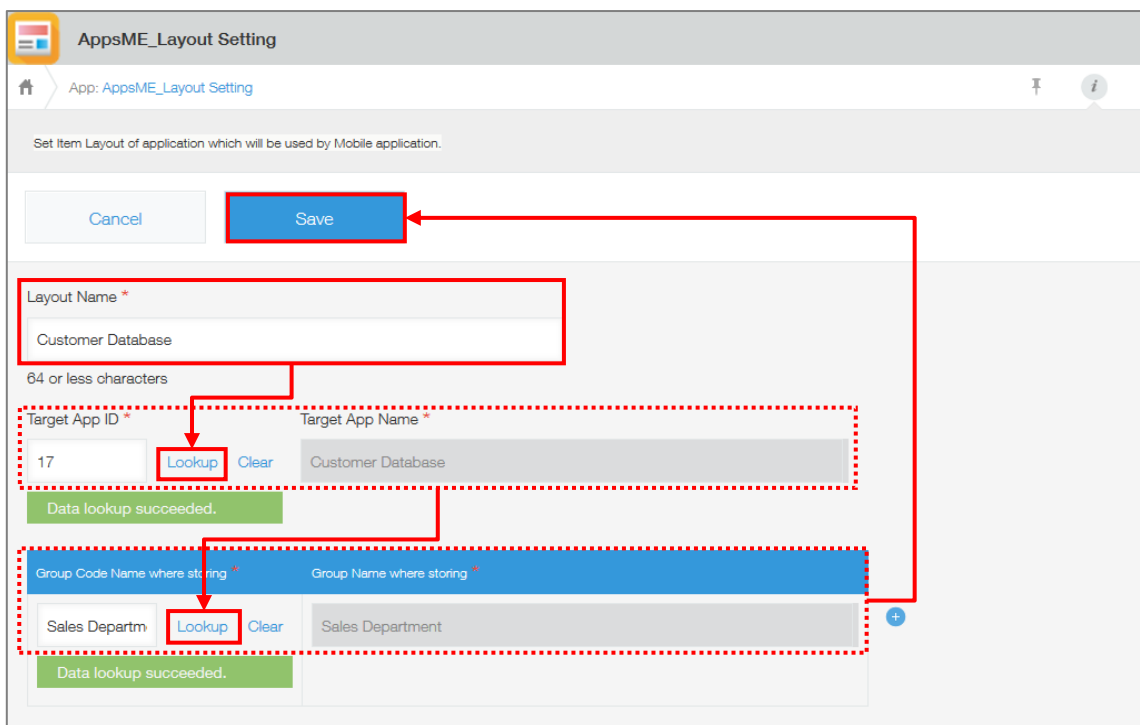
1. In “Apps” on kintone portal screen, “AppsME_Layout Setting”.



2. “AppsME_Layout Setting” screen will be displayed. Click [+] button.



3. Input whatever layout name you like to “Layout Name”.
Click [Lookup] button in “Target App ID”, then select a target app in a select screen.
Similarly, click [Lookup] button in [Group Code Name where storing], and select a target group.
Then, click [Save] button.



Point If you use the same “Customer Database” among different groups, you can set different layout names by group, create different layouts, and manage them.
 Ex: “Customer Database (Sales department)”, “Customer Database (Marketing)”, etc.

4. “Target Items Setting” will be displayed.

If you click [+] button at right side on the screen, a code row will be added. Select the items to be displayed on a mobile terminal with “Code (Label)”, and configure the items below “Mobile display label”.

Layout Name
Customer Database

Target App ID: 17 Target App Name: Customer Database

Group Code Name where storing: Sales Department_VMAAt86 Group Name where storing: Sales Department

Target Item Setting
 Set target item for each registered layout.

Code(Label)	Mobile display label	Display record list	Direct input panel	Image size	Maximum number of file uploads	
company_name(Company Name)	Company Name	<input checked="" type="checkbox"/> Display	<input type="checkbox"/> Use			+
Record_number(Record number)	Record number	<input checked="" type="checkbox"/> Display	<input type="checkbox"/> Use			+ -
contact_name(Contact Name)	Contact name	<input type="checkbox"/> Display	<input type="checkbox"/> Use			+ -
HandwritingCaptureID(Sign)	Record number	<input type="checkbox"/> Display	<input checked="" type="checkbox"/> Use	Original	10	+ -
Attachment_0(Attachment)	Record number	<input type="checkbox"/> Display	<input type="checkbox"/> Use	Original	10	+ -

Note You have to set at least one item to the app you use as a “Standard App”.
 No item will be displayed if you don’t set it, so be careful.

5. Confirm the target items you set, then click [Save] button.

Target Item Setting
Set target item for each registered layout.

Code(Label)	Mobile display label	Display record list	Direct input panel	Image size	Maximum number of file uploads
company_name(Company Name)	Company Name	<input checked="" type="checkbox"/> Display <input type="checkbox"/> Use			
Record_number(Record number)	Record number	<input checked="" type="checkbox"/> Display <input type="checkbox"/> Use			
contact_name(Contact Name)	Contact name	<input type="checkbox"/> Display <input type="checkbox"/> Use			
HandwritingCaptureID(Sign)	Record number	<input type="checkbox"/> Display <input checked="" type="checkbox"/> Use		Original	10
Attachment_0(Attachment)	Record number	<input type="checkbox"/> Display <input type="checkbox"/> Use		Original	10

Related Record Setting
Set related records which is shown in layout.

Child App ID

Point You can sort target items by drag & drop.

6. Layout settings are completed.

AppsME_Layout Setting

App: AppsME_Layout Setting

Set Item Layout of application which will be used by Mobile application.

(All records) [Filter] [Chart]

Records 1 - 1 of 1

RecordNo	Layout Name	Target App ID	Target App Name
1	Customer Database	17	Customer Database

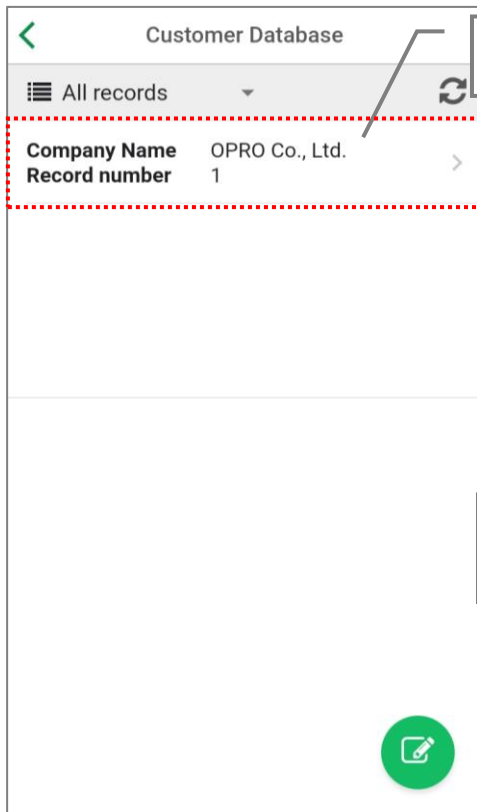
Records 1 - 1 of 1

2.6 AppsME mobile settings

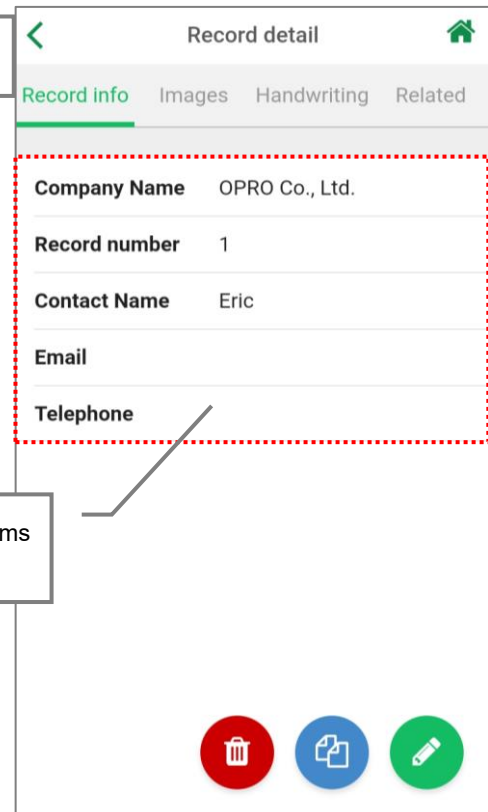
AppsME can automatically generate a screen on mobile side just by setting objects and layout used in a mobile terminal.

Here, the procedure is explained using a case as an example where you refer to the items in kintone custom app “Customer Database” object.

Mobile terminal : Record list screen



Mobile terminal : Record detail screen



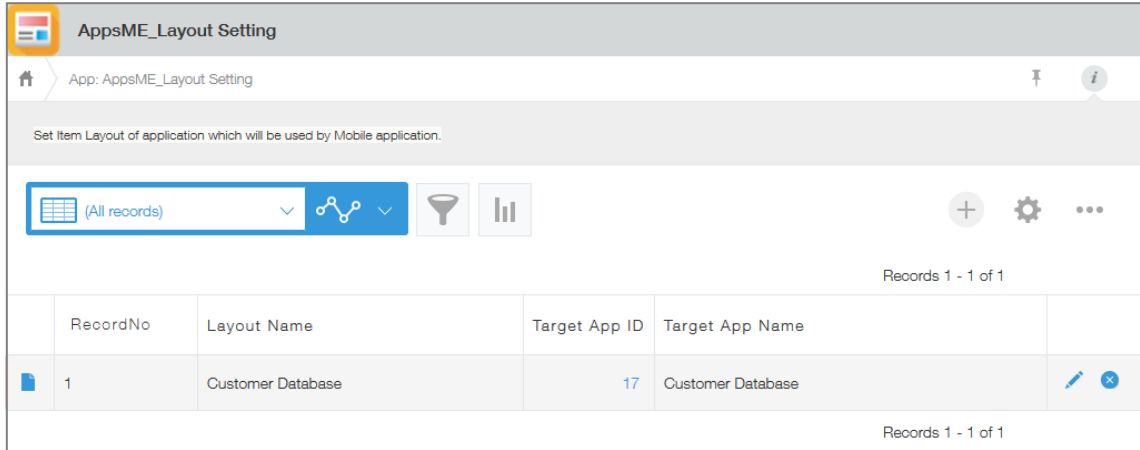
Display items can be specified.

Edit/Reference target items can be specified.

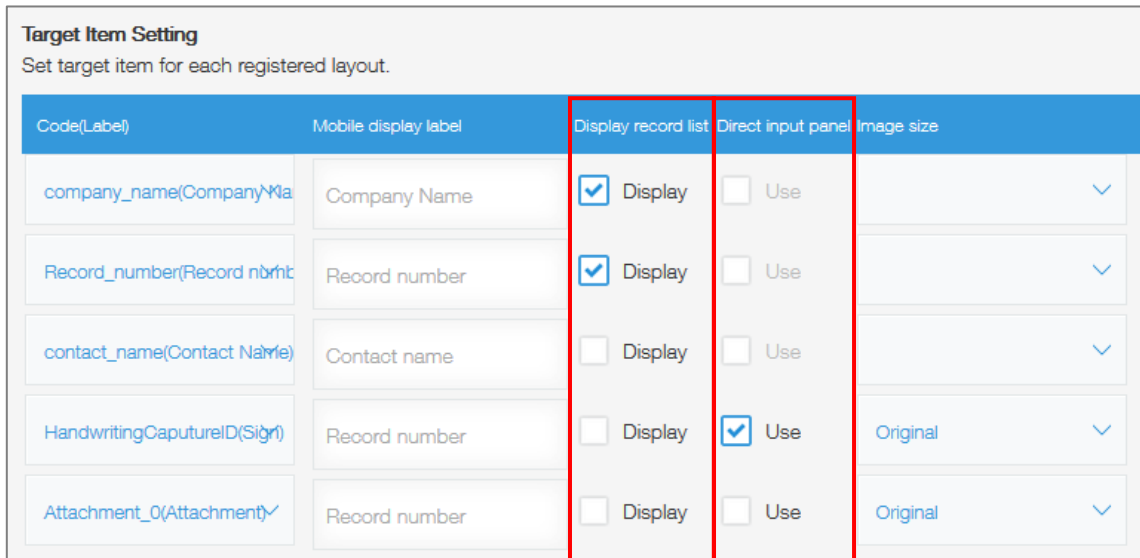
2.6.1 Settings of the items used in AppsME mobile

Set the items used in mobile.

1. “AppsME_Layout Setting” screen, Click [📄] of the row you will set layout, then open a record.



2. “Target Item Setting” will be displayed.
For the items to be displayed in record list, check “Display” in “Display record list”.
Then, for the items to be handwritten, check “Use” in “Direct input panel”.



Point

If you check “Direct input panel”, [Handwriting] tab will be displayed in AppsME on a mobile terminal.

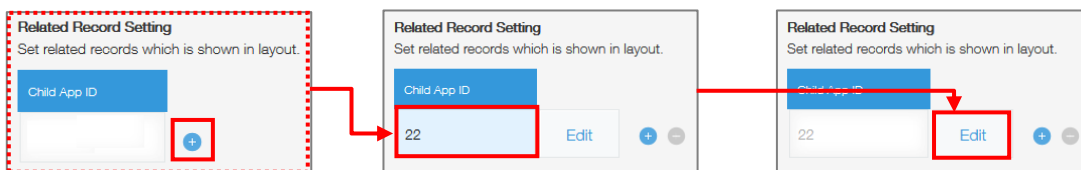
Target Item Setting
Set target item for each registered layout.

Code(Label)	Mobile display label	Display record list	Direct input panel	Image size
company_name(Company Name)	Company Name	<input checked="" type="checkbox"/> Display	<input type="checkbox"/> Use	Original
HandwritingCaptureID(Sign)	Record number	<input type="checkbox"/> Display	<input checked="" type="checkbox"/> Use	Original

Mobile terminal



3. If you display details, click [+] button in “Related Record Setting” on the lower side of screen. Input app ID of the app you want to display as details, then click [Edit] button.



4. “Related Record Setting” screen will be displayed.
Configure “Field that contains parent App ID” “Field that contains parent record number” “Target Item Setting” “Sort order”.

The content you set to each item is as follows.

Item name	Setting contents
Field that contains parent App ID	Select the item name displayed as details and the parent app ID of which is registered.
Field that contains parent record number	Select the item name registered to the parent record number linked to each data in details.
Target Item Setting	Select the items to be displayed in AppsME mobile terminal. Operation is the same as step 4 in above.
Sort order	Select the order (ascending/descending) in related records.

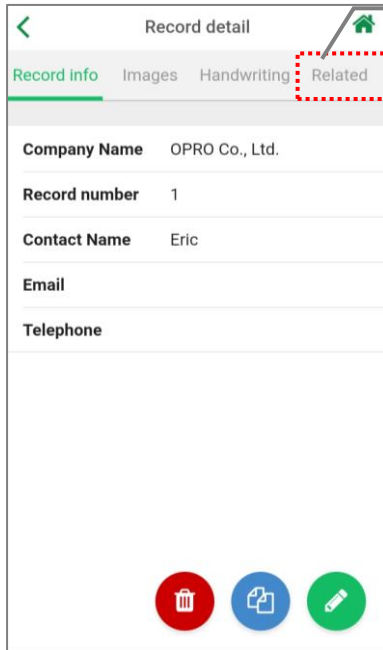
After finishing configuration, click [Yes] button.

5. “AppsME_Layout Setting” screen will be displayed.
Click [Save] button. Mobile settings are completed.

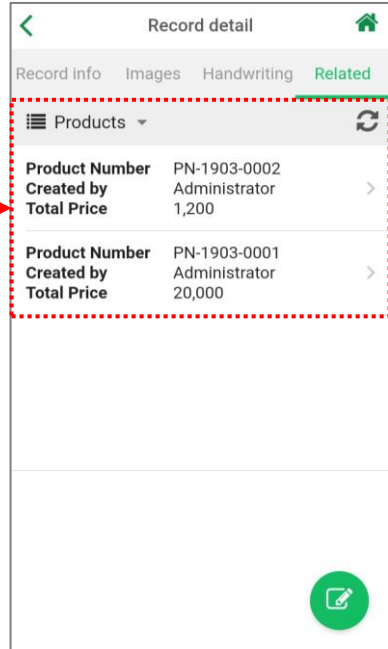
Point

If you configure details, [Related] tab will be displayed in AppsME on a mobile terminal.

Mobile terminal: Record list screen



If you click "Related" tab in the parent record details screen, linked child records (details) will be displayed



3. Config on mobile terminal

Install AppsME mobile app and refer to the layout you created in chapter 2.

3.1 Install AppsME mobile app | iOS/Android/Windows10

Install AppsME mobile app.

■ iOS

1. Install OPRO's "Apps Mobile Entry" from App Store.

<https://itunes.apple.com/jp/app/apps-mobile-entry/id1417050447?l=en&mt=8>



■ Android

1. Install OPRO's "Apps Mobile Entry" from Google Play.

<https://play.google.com/store/apps/details?id=net.opro.product.appsme>



■ Windows10

1. Access to this URL and download the installer.

<https://spc.opro.net/hc/ja/articles/360008071973>

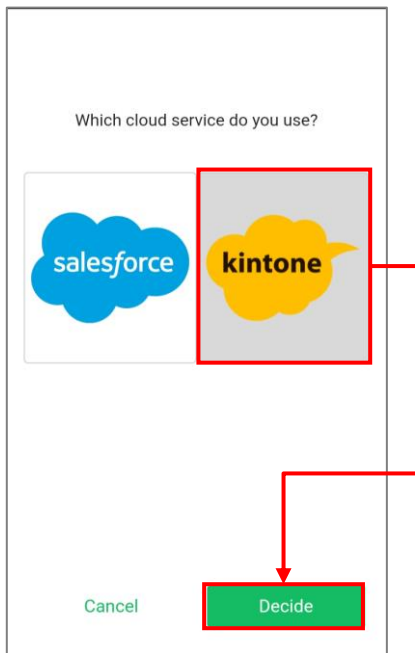
3.2 Launch AppsME mobile app (login)

Launch AppsME mobile app and confirm that the objects and layouts you set on kintone are displayed.

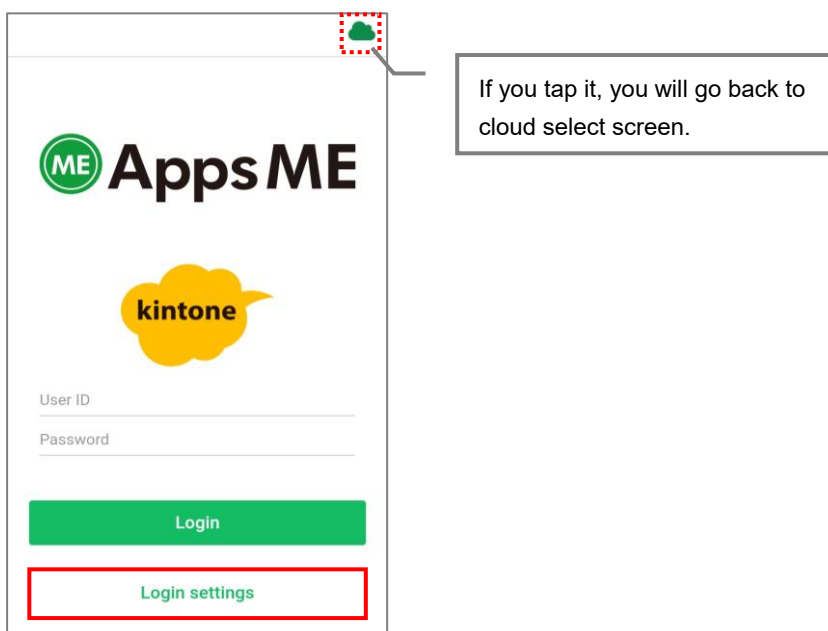
1. Launch AppsME mobile app.
(If you use a smart phone / tablet, tap the icon of AppsME.)



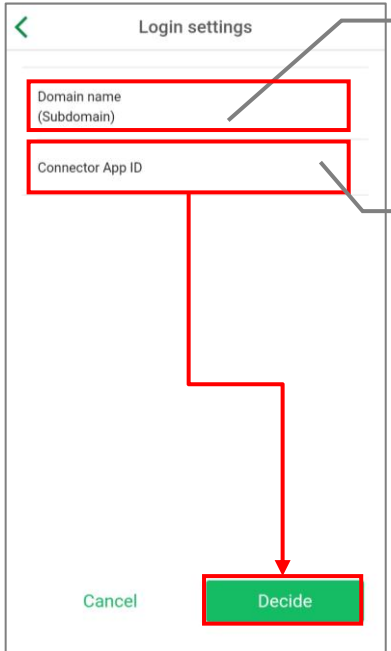
2. Cloud select screen will be displayed.
Select "kintone" and tap [Decide] button.



3. AppsME (kintone ver.) will be displayed. Tap [Login settings] button.



4. Login settings screen will be displayed. Input “Access point subdomain” and “Connector app ID”, then tap [Decide] button.

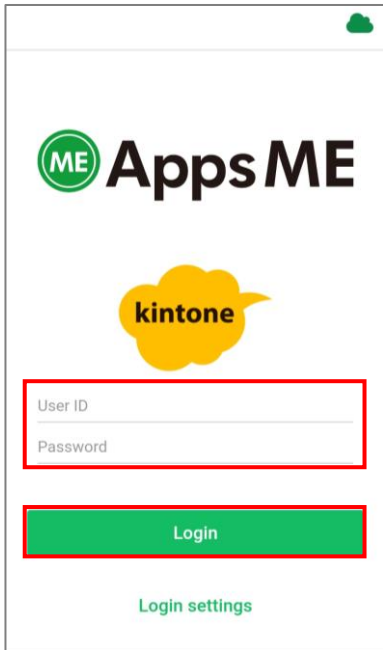


Input kintone domain
Ex : “sample.cybozu.com”

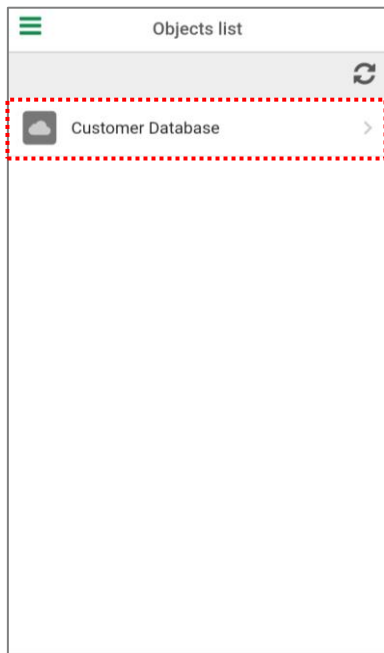
Input ID of “AppsMe_App Setting”
Ex : In the case below, ID “1” is correct.

ID (Filter)	Name (Filter)
1	AppsMe_App Setting
2	AppsME_App Group Setting
3	AppsME_Layout Setting
4	AppsME_User Registration
5	AppsME_Designer Setting
18	Products
19	Customer Database

5. Input kintone “User ID” and “Password” and tap [Login] button.



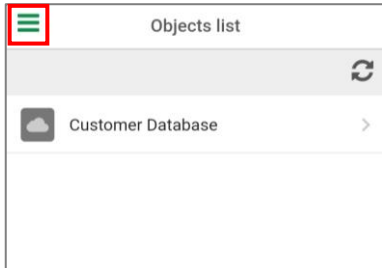
6. The objects you set on kintone will be displayed.



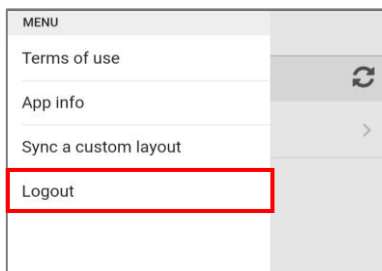
3.3 Quit AppsME mobile app (logout)

Logout procedure is as follows.

1. Tap [Menu] icon.



2. Tap [Logout].



4. Explanations of AppsME

Basic operations and offline operations will be explained.

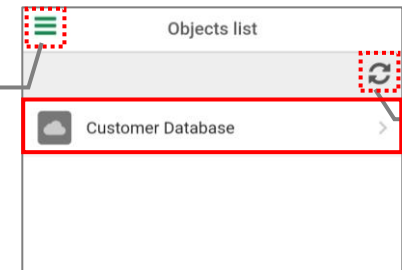
4.1 About basic operations

Basic operations after login and contents displayed on screen are as follows.
Here, take “Customer Database” object as an example.

1. If you log in, “Objects list” screen will be displayed.
Select “Customer Database”.

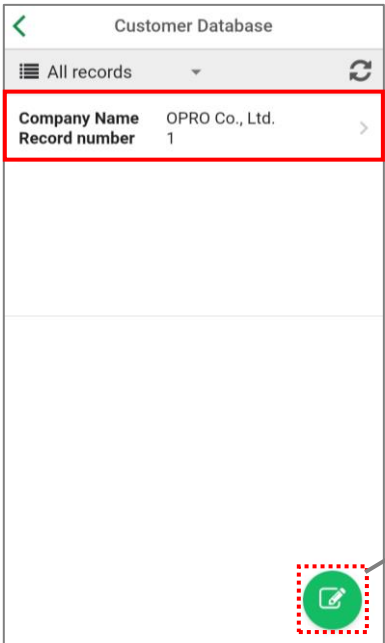
If you tap this, menu will be displayed.

- Terms of use
- App info
- Sync a custom layout
- Logout



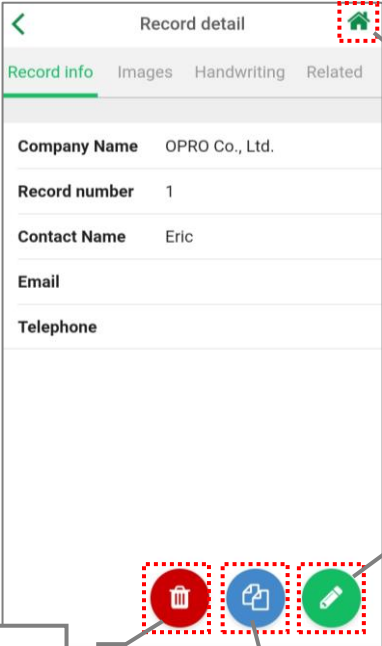
If you tap this, screen will be updated.

2. Record list screen of customer list will be displayed.
Tap a record to confirm details.



If you tap this, new record creation screen will be displayed.

3. "Record detail" screen will be displayed.



The screenshot shows the 'Record detail' screen with the following fields: Company Name (OPRO Co., Ltd.), Record number (1), Contact Name (Eric), Email, and Telephone. A home icon in the top right corner is highlighted with a red dashed box. Below the fields, three icons (delete, copy, edit) are also highlighted with red dashed boxes.

If you tap this, you will go back to object list screen.

If you tap this, you can edit a record.

If you tap this, you can copy a record.

If you tap this, the displayed record will be deleted.

Point

If you check "Direct input panel" in settings on kintone, [Handwriting] tab will be displayed in the screen of a mobile terminal.



The screenshot shows the 'Record detail' screen with the 'Handwriting' tab selected and highlighted with a red dashed box. The main content area displays the handwritten word 'Sign'. A pencil icon in the bottom right corner is also highlighted with a red dashed box.

If you tap this, you can input a handwriting sign.

4.2 About online/offline operations

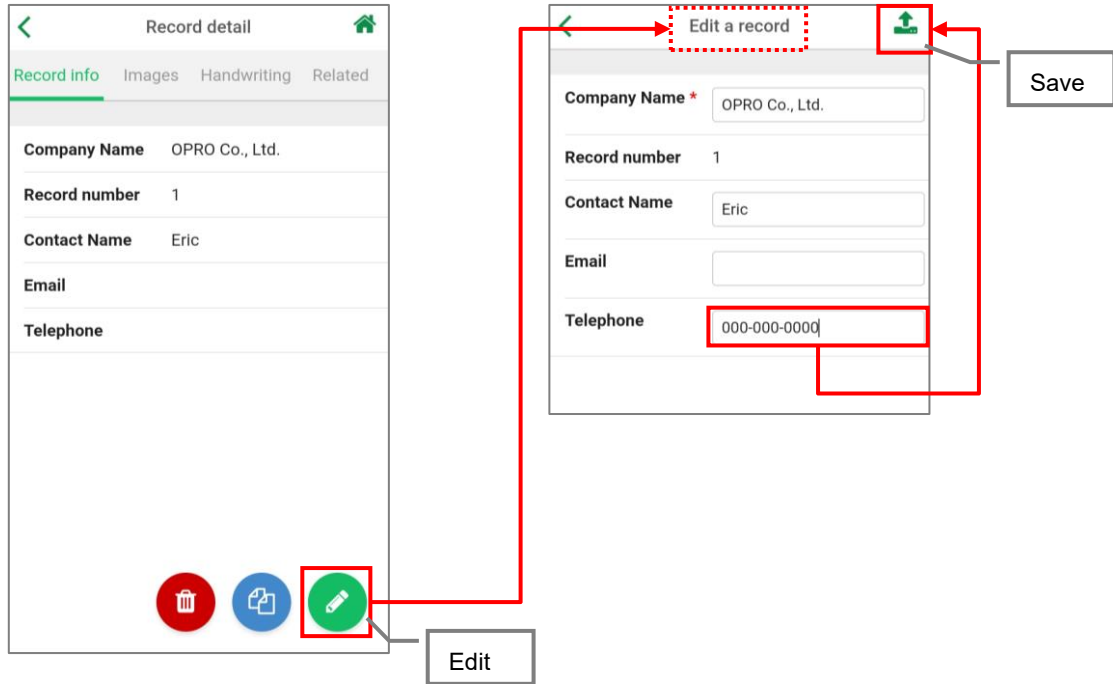
You can edit a record in AppsME even when it is offline.

How to edit when in offline and how to sync data when in online are as follows.

4.2.1 Offline operations

Even if it becomes offline after login to AppsME, you can edit a record and save it to local.

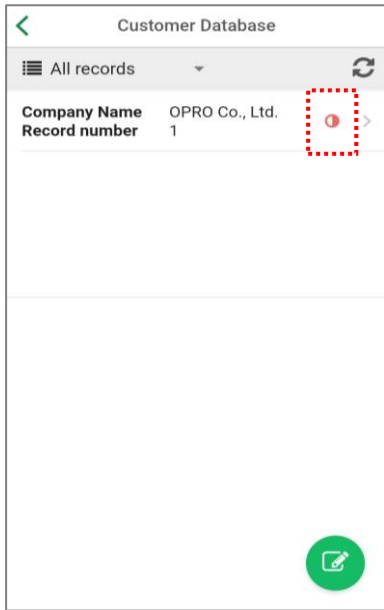
1. Edit a record when in offline and save it.



2. "Record detail" screen will be displayed and "Unsaved (Update)" will be displayed in red.



3. Go back to record list screen and confirm that a red mark is similarly displayed.



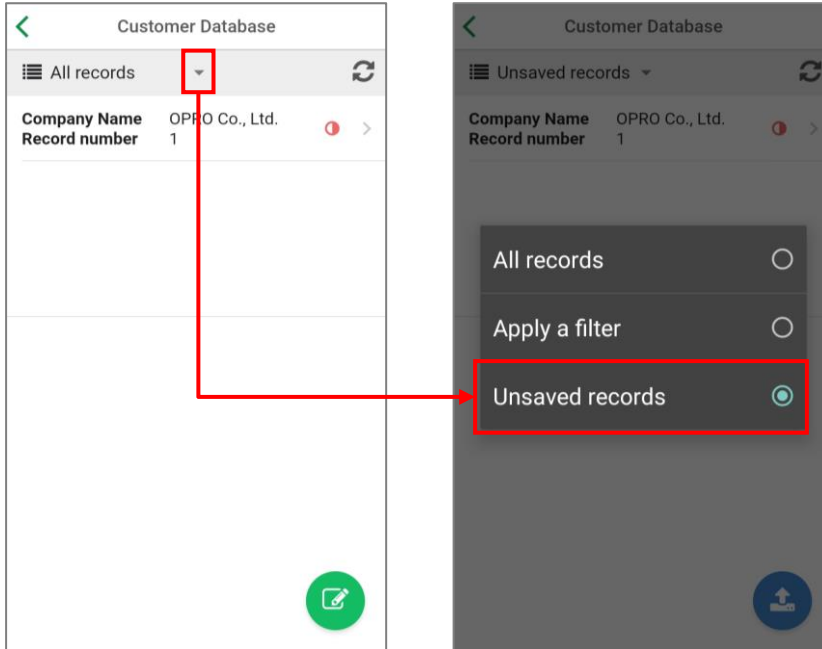
Note

If you edit a record when in offline, make sure that you upload data in online.
If you log out of AppsME without upload, edited contents will be deleted. So be careful.

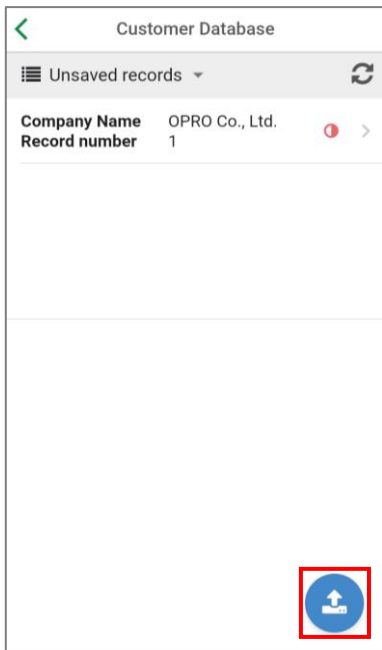
4.2.2 Online operations

Upload data edited in offline.

1. Confirm that it is online, and tap “Unsaved records” on the filter in record list screen.



2. Tap [Upload] icon. Edited content will be reflected to kintone.





AppsME Setup Guide
kintone ver.



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