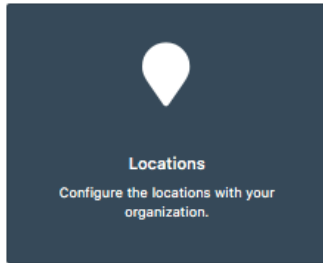




BugVision Locations

This tutorial is designed to describe all the features of the locations

1. Locations



On the home page, click on the “Location” tile (<https://www.app-bug-vision.com/locationgroups>).

🤔 Here you need to take your time and figure out exactly how to organize the locations as it will be the spine column of the system.

Name	Description
Plant #1	Historical site on Highway #7
Plant #2	1992 extension on Highway #4

Location Group or facility:

Click on the + button to add a facility or production site and you can have several.

Name	Parent	Description
P1-Block A		
P1-BA- Card #01	P1-Block A	
P1-BA- Card #02	P1-Block A	
P1-BA- Card #03	P1-Block A	
P1-BA- Card #04	P1-Block A	

The lower level of locations is the Bug Count Device (yellow card or trap)

Locations and sub-locations :

Then click on the little arrow on the left of the facility name to open the under location menu. Same thing, click on the + to add a location. The locations here are **hierarchical** and you can create **multiple levels**.

To **add a sub level to a location**, click on the + button at the end of the line.

If you made a mistake, you can change the parent location in the parent column (crayon icon to edit and select the parent you want in the dropdown).

Tip :

Locations names : Repeat a shortcut of the hierarchy : for example, Facility #1, Block A, Card 1, I will call it F1-BA-Card #01 to recover the hierarchy in the name.

And if there is more than 9 items in a level, add a 0 (01, 02...) so that the items are ordered properly (put two 0 if more than 99). Other wise card #10 is between card #1 and card #2

Copy/Paste shortcuts : When creating many items on the same level with the same spelling except the last digit, it is easier to use **Ctrl+C** and **Ctrl+V** on the keyboard and just change the last figure.