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## EH MANAGER OVERVIEW

### 1. About EH Manager

**i** EH Manager is a software solution that leverages the most current cloud and mobile technologies to efficiently record and manage environmental health data for inspections, licensing\*, complaints, plan review, and enforcement. What makes this product so special is that the application was fully constructed and tested by real field inspectors. This unique situation allowed us to build a database solution that closely follows the common data collection practices that is efficient and accurate for typical Environmental Health program areas. Currently integrated program areas include:

- Food & Beverage
- Lodging
- Vacation Home Rentals
- Manufactured Home Parks
- Recreational Camp Grounds
- Swimming Pools
- Seasonal/Temporary Food Stands/Food Carts
- Special Event Food Stands
- Special Event Camping Areas

\*EH Manager reduces the repetitive burden on issuing and printing renewals/invoices and license certificates. It is not intended to replace your local accounting or revenue processing system.

### 2. Configuration Options

**i** EH Manager can be accessed from any Windows® computer, iPhone®, or iPad® device connected to the internet. Web browser connections also supported for specific features. Data entered into the system on any of these connected devices can be instantly accessed on the other devices. In addition, a small single user office can run the database locally on a laptop that isn't connected to the internet for more flexibility.

### 3. Requirements

- i**
- EH Manager runs on the Latest FileMaker 18 platform on Windows and iOS devices.
  - iPad/iPhone requires Filemaker Go 18 on iOS 14.4;
  - FileMaker Cloud 18 or FileMaker Server 18 required for multi-user configuration;
  - Emailing documents from EH Manager requires Microsoft Outlook;
  - Single user configuration requires single user license of FileMaker Pro Advanced 18.
  - Signature capture is currently only supported on iOS devices.
  - Option: Barcode scanning from desktop requires a wired/wireless scanning device such as:
    - TaoTronics TT-BS003 (<\$50).

NOTE: In order to streamline the user experience, iOS devices accessing EH Manager will have a condensed feature set as compared to the full features built into the Windows Desktop version. iOS devices support full inspections along with Complaint data entry.

## 4. Costs and Options

**i** There are 2 ways to “Run” EH Manger software:

### 1) Single-user Desktop/Laptop computer running Microsoft Windows 10.

#### Costs Associated (example):

Initial Year: \$8000 (EH Manager initial License, Setup, Training, Licensing Data Migration) + FileMaker Pro Advanced 18 - \$540

Following Year(s): \$900 per year (Tech Tronix EH Manager License Renewal)

- Future versions of EH Manager may require an upgrade for FileMaker Pro
- A Dropbox account is optional but recommended (\$120/year)
- Custom development available for additional cost

### 2) Multi-user Desktop/Laptop computer running Microsoft Windows 10 and/or iPad-iPhone\*.

#### Costs Associated (example):

Initial Year: \$8000 (EH Manager initial License, Setup, Training, Licensing Data Migration) \*\*\*\*

FileMaker Cloud 18: 1 to 5 user connections: \$1140 per year

Dropbox Basic Account: \$119 per year (if creating documents on mobile device)\*

Following Year(s): \$900 per user/year (Tech Tronix EH Manager License Renewal)+annual costs

- this package enables all features and user device flexibility
- Custom feature development available for additional cost

\*Report building (PDF creation) capability from iPad or iPhone requires a Dropbox account (\$119/year)

\*\*Packages from 10 to 100 user connections are available for larger agencies

\*\*\*\*Large agencies over 10 users (State/Local Governments) may incur a larger setup requirements and cost.

## 5. Start-up Software Prerequisites

**i** To speed up deployment of EH Manger in your agency, the following services can be available and ready for Tech Tronix to configure into EH Manager:

1. Possess or establish a “general” email address for your agency;
2. Possess or establish a FileMaker Essentials account.
3. Possess or establish a 1TB Dropbox account from (<https://www.dropbox.com/individual>) \$119/year;
4. Install FileMaker Go 18 app on Apple devices (free from App store).
5. Install Dropbox app on your iPhone/iPad/Desktop devices.
6. Option: Establish email verification account/service at (<https://emailverification.whoisxmlapi.com/>)
7. Option: Register for mail verification service at (<https://www.usps.com/business/web-tools-apis/welcome.htm>)
8. Option: PushOver notification services requires a purchased single account from <https://pushover.net/>.
9. Single desktop user agency can purchase FileMaker Pro Advanced 18 (\$540) from <https://store.filemaker.com/individuals> (no mobile device use).

10. Option: Establish a Google Developer Account for Mapping, Forms, and Translation Services.
11. Note: Tech Tronix will process the purchase/subscription/configuration for FileMaker Cloud software through your Amazon AWS account for agencies utilizing FileMaker Cloud.

## 6. Data Preparation

**i** For a faster transition to EH Manager, prepare your data...

1. Data Cleaning: Scrub out orphan or incomplete records. Ensure your establishment ID numbers have no leading or trailing spaces, format phone numbers as XXX-XXX-XXXX.
  2. Assemble your license addresses, contact info, and other related license information into Excel format so it can be migrated into EH Manager. Each Excel file must have a matching establishment ID field to properly migrate.
  3. Assemble your fee categories, descriptions, and related fees into Excel format.
- Tech Tronix will assist with data questions and what fields can be migrated into the database.