

SAGE ShowLink Socket Scanner Setup

Thank you for purchasing SAGE ShowLink and a Socket Scanner! In just a few minutes you will be setup and using the latest technology in lead retrieval systems. Follow these instructions to set up your Socket scanner and activate your software. You only need to program your scanner the first time you use it.

STEP 1 | First time scanner setup

1. Powering ON: Press and hold down the small round power button until the LED turns blue and the device beeps twice.
2. Hold the scanner about 3-4 inches from the bar code to the right and press the trigger until the device beeps/vibrates.

Scan this



if using an iOS
Device

Scan this



if using a Windows
computer

STEP 2 | Charge your devices

1. Socket Scanner: Make sure you fully charge the scanner before the show. Leave it plugged in for at least 5 hours or until the LED turns from RED to GREEN. Once charged, the scanner can scan thousands of leads but we highly recommend that you take the charging cable to the show with you just in case you need it.
2. iOS: Make sure you fully charge your device that you are scanning with prior to the show and bring your power cord and extension cord.

STEP 3 | Pairing your scanner to your iOS device or Windows computer

To pair the scanner with an Apple device:

1. Hold down the small power button, to power on the scanner.
2. On your iOS device tap Settings, General, Bluetooth, select iOS Socket 7xi under Devices. Wait for the scanner to connect.
3. Once the scanner is connected, you will see the Bluetooth icon show up on your device along with the 7x1 symbol in ShowLink.

To pair the scanner with a Windows computer:

1. Right-click on the Bluetooth icon from the notification area.
2. Select Add Device.
3. Hold down the small power button, to power on the scanner.
4. Select the Socket Scanner and click Next
5. Once the scanner is connected, you will see the Bluetooth icon show up in Windows along with the 7x1 symbol in ShowLink.

STEP 4 | Installing the software to your iOS device or Windows computer

To install the app on an Apple device:

1. Go to the App Store on your device
2. Search for "SAGE ShowLink"
3. Click Install and then enter your Apple ID if prompted
4. SAGE ShowLink App is now installed and the icon has been placed on your device

To install the software on a Windows computer:

1. Visit sagemember.com
2. Enter your login credentials
3. Click the "Support" tab and then the "Downloads" button
4. Click on "SAGEShowLinkSetup.exe" and select RUN.
5. Follow the onscreen steps to complete the operation.
6. After the install, the SAGE ShowLink icon will appear on your desktop along with in the start menu.

STEP 5 | Show setup in SAGEmember.com (prior to attending the show)

All of the information that is needed to setup a show, choosing your scan items, etc. is maintained in SAGEmember.com. Prior to attending the show, be sure to visit SAGEmember.com and activate and setup the show. This is also where all of your leads are stored along with all reporting after the show.

STEP 6 | Show Setup on your iOS Device or Windows computer

This step can happen at anytime up to the first time you want to scan a badge at a show although internet access is required. If you are on a device that may not have Internet access at the show, be sure to go into ShowLink on the device and select the show while you have an Internet connection. Once a show is selected, you can scan without an internet connection and then re-connect to the Internet after the show to upload your leads.

iOS Show Setup

1. Open ShowLink on your iOS device and press the settings icon.
2. Press the 'Select Show' button
3. Select the show that you are attending
4. Your device is now ready to scan at this show.

Windows Show Setup

1. Open ShowLink on your computer select FILE | SELECT SHOW
2. Select the show that you are attending
3. Your device is now ready to scan at this show.

STEP 7 | Testing your scanner & Setup

This step can will confirm that your scanner and software are connected properly and allow you to get familiar with your new ShowLink software and scanner.

iOS Show Setup

1. Start ShowLink
2. Tap the Settings icon
3. Select the "ShowLink Test Show"
3. Tap "Back" to return to the scan screen.
4. Scan the test badges below with your scanner or internal camera (if available). You should see the information populate your screen.
5. If all of the badge information shows up, you are ready to go for your first show.
6. Be sure to switch to the show you are attending and also select your scan items in sagemember.com

Windows Show Setup

1. Open ShowLink on your computer select FILE | SELECT SHOW
2. Tap "Back" to return to the scan screen.
3. Scan the test badges below. You should see the information populate your screen
4. If all of the badge information shows up, you are ready to go for your first show.
5. Be sure to switch to the show you are attending and also select your scan items in sagemember.com



Fred Smith



Jane Smith



Joe Johnson

NOTE | Be sure to setup ShowLink PRIOR to arriving. For support, call 800.925.7243