JD Edwards EnterpriseOne Tools

iPad Quick Start Guide

9.2

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Contents

Preface i

1 Using JD Edwards EnterpriseOne for iPad 1

Overview 1
Prerequisites 1
User Interface 1
Using Context-Sensitive Keyboards for Entering Data 5
Third-Party Web Site and Google Maps Application Support 5
JD Edwards EnterpriseOne Features Not Supported on the iPad or in JD Edwards EnterpriseOne for iPad 5
Understanding JD Edwards EnterpriseOne for iPad 6
Using JD Edwards EnterpriseOne for iPad 11
Using Media Objects 17
Using Advanced Media Objects (Release 9.2.1.2) 22

Preface

1 Using JD Edwards EnterpriseOne for iPad

Overview

Oracle supports JD Edwards EnterpriseOne Web client on the Apple iPad tablet through the Safari Web browser. This availability through Safari Web browser on the iPad enables users in the field to access all of EnterpriseOne and to react quickly and efficiently to time-sensitive business tasks without having to download an application.

Oracle also supports an iPad application, JD Edwards EnterpriseOne for iPad, which maximizes screen real estate and provides a navigational user interface optimized for the smaller, touch-enabled screen of a tablet .

> **Note:** Effective June 15, 2026, JD Edwards EnterpriseOne for iPad, has been moved to Sustaining Support. Customers are advised to access JD Edwards EnterpriseOne applications using the Safari browser on iPad.

Prerequisites

Before you access JD Edwards EnterpriseOne Web client on the iPad, make sure the following prerequisites are met:

- Verify supported releases of iPad and Safari Web browser for iOS.

  For more information about JD Edwards EnterpriseOne Minimum Technical Requirements, see the following document on My Oracle Support: JD Edwards EnterpriseOne Minimum Technical Requirements Reference (Doc ID 745831.1), which is available here:

  https://support.oracle.com/rs?type=doc&id=745831.1

- Disable the pop-up blocker in the iPad settings for Safari.

  To disable the Safari pop-up blocker on the iPad:

  a. On the iPad, tap the Settings button.
  b. On Settings, scroll down and tap the Safari option.
  c. On Safari, toggle the "Block Pop-ups" setting to the OFF position.

User Interface

On the Safari Web browser on the iPad, the appearance of the JD Edwards EnterpriseOne Web client applications is the same as how they appear in a Web browser on a desktop client. The difference between the two lies in how you navigate and interact with the JD Edwards EnterpriseOne application forms and features.

On the iPad, you use touch-screen gestures to navigate and interact with JD Edwards EnterpriseOne Web client applications. You can use gestures that are native to the iPad. For example, you can use a native gesture such as swiping

your finger upward on the iPad screen to scroll down through a form. You can tap a field or a cell in the application grid to access a keyboard for entering data.

You also can use context-sensitive gestures designed specifically for JD Edwards EnterpriseOne Web client.

> **Note:** Some JD Edwards EnterpriseOne Web client features are not supported on the iPad. See "*JD Edwards EnterpriseOne Features Not Supported on the iPad or in JD Edwards EnterpriseOne for iPad*" for more information.

Increasing the JD Edwards EnterpriseOne Menu Display Size

You can use the native iPad reverse-pinch gesture to zoom on the JD Edwards EnterpriseOne Menu. Alternatively, you can tap Preferences on the JD Edwards EnterpriseOne Menu and then tap the Zoom check box to increase the display size of the menu.

JD Edwards EnterpriseOne Context-Sensitive Gestures

Oracle provides context-sensitive gestures for working with the JD Edwards EnterpriseOne Web client. To perform a context-sensitive gesture, you must begin the gesture in a particular area in the Web client application, either in the menu area, the form area, or the grid area. For example, performing a context-sensitive gesture in the menu area at the top of a form closes a form; performing a context-sensitive gesture in the form area opens the Form Exit menu.

> **Note:** On the iPad, you can access a description of all JD Edwards EnterpriseOne context-sensitive gestures by tapping the "About(i)" link in the upper-right corner of any JD Edwards EnterpriseOne application.

The following sections describe the JD Edwards EnterpriseOne context-sensitive gestures.

Welcome Page Context-Sensitive Gestures

This table contains descriptions of context-sensitive gestures that you can perform starting in the welcome page:

Gesture	Action
Three-finger, swipe right	Access the next welcome page.
Double-tap (on welcome page)	Access an open application.

Carousel Context-Sensitive Gestures

This table contains descriptions of context-sensitive gestures that you can perform in the carousel:

Gesture	Action
Tap and drag carousel	Moves carousel to left, right, top, or bottom of the screen.

Gesture	Action
Tap and hold (extended press) tile in carousel	Enables you to swap tiles.
Touch and drag tile in carousel	Moves a tile.
Tap tile in carousel	Opens a corresponding application, favorite, or report.
Tap tile caption	Enables you to view alternate the description.
Tap collapse or expand buttons in carousel	Collapses or expands the carousel.
Double-tap	Closes the carousel.

Menu Context-Sensitive Gestures

This table contains descriptions of context-sensitive gestures that you can start from the navigation menu on the left side of the screen:

Gesture	Action
Cross swipe	Performs a close or cancel if one of these operations is on the form.
L-shaped swipe	Performs a close or cancel if one of these operations is on the form.
Swipe down	Performs a find (search) if the Find operation is on the form.

Gesture	Action
Caret swipe	Performs an add if the Add operation is on the form.
Check Mark swipe	Performs a select or OK if one of these operations is on the form.
Tap and hold (extended press) drop-down menu	Displays context form.

Form Context-Sensitive Gestures

This table contains descriptions of context-sensitive gestures that you can perform starting in the form area:

Gesture	Action
Three-finger, swipe left	If carousel is on the right side of the display, this opens the carousel. If the carousel is on the left side of the display, this closes the carousel.
Three-finger, swipe right	If the carousel is on the left side of the display, this opens the carousel. If the carousel is on the right side of the display, this closes the carousel.
Two-finger, single tap	Opens the Form Exit menu on a form.
Three-finger swipe right	If the carousel is on the right side of the display and closed, this scrolls through the carousel. If the carousel is on the left side of the display and open, this scrolls through open applications.

Grid Context-Sensitive Gestures

This table contains descriptions of context-sensitive gestures that you can perform starting in the grid area of a form:

Gesture	Action
Three-finger downward swipe	Performs a search if a Find button is available.

Gesture	Action
Three-finger upward swipe	After performing a find, you can use this gesture to perform the Next Page operation, which enables you to scroll through additional pages of records in the grid.
Two-finger single tap	Opens the Row Exit menu.

Using Context-Sensitive Keyboards for Entering Data

The JD Edwards EnterpriseOne Web client for iPad supports the iPad context-sensitive keyboard feature. A numeric keyboard appears when you tap a field that requires only numeric characters; an alpha keyboard appears when you tap a field that requires only alpha characters. If a field allows both alpha and numeric characters, you can toggle back and forth between the alpha keyboard and numeric keyboard to enter the data.

Third-Party Web Site and Google Maps Application Support

JD Edwards EnterpriseOne Web client applications can contain URLs to third-party Web sites. If a user taps a URL on the iPad, the iPad opens another Safari browser window with the specified Web site address in the URL.

If a JD Edwards EnterpriseOne application contains a URL defined with a Google Maps Web site address, you can tap the URL and the iPad will launch the Google Maps application for iPad. For example, the following URL will take you to a map in the Google Maps application, showing the location of One Technology Way in Denver, Colorado:

http://maps.google.com/?q=one+technology+way+80237

The Google Maps application must be installed on the iPad to support this functionality.

See the following Web site for guidelines on how to properly form a URL that launches the Google Maps Web site:

http://developer.apple.com/library/ios/#featuredarticles/iPhoneURLScheme_Reference/Articles/MapLinks.html

JD Edwards EnterpriseOne Features Not Supported on the iPad or in JD Edwards EnterpriseOne for iPad

The following JD Edwards EnterpriseOne Web client features are not supported on the iPad:

- Maximize button on the JD Edwards EnterpriseOne Menu.
- New Window button.
- Import/Export Grid functions.
- Copy and paste feature in a grid.

- Drag and drop features.
- Hot key support.
- Media object download and saving capabilities.
- Accessibility.
  JD Edwards EnterpriseOne applications on the iPad are not accessible for users with disabilities.
- Object linking and embedding (OLE) feature in the Media Object Viewer.
- Some One View Reporting format outputs are not supported. The ones that `are` supported are as follows:
  - PDF
  - Interactive
  - Excel (xlsx)
  - CSV
  - PPT (pptx)
- Design mode for Page Composer. (Release 9.2.0.3)
- Design mode for Personal Forms. (Release 9.2.1)
- Design mode for Form Extensions. (Release 9.2.2.4)
- Design mode for EnterpriseOne Search. (Release 9.2.1.4)
- Orchestrator Studio. (Release 9.2.4)
- EnterpriseOne Search capabilities to export search results and related information (Release 9.2.5)

Note: Message Center was not supported when it was first introduced in Release 9.2.3.0. However, as of Release 9.2.3.3, Message Center is supported on the iPad and in JD Edwards EnterpriseOne for iPad.

JD Edwards EnterpriseOne Features not Supported on JD Edwards EnterpriseOne for iPad

The items in this list are supported on the iPad, but not on the JD Edwards EnterpriseOne for iPad.

- Navigator menu.
- Task Folders in Carousel.
- Bread Crumbs.
- Contextual Conversations, Contextual Documents, and User Conversations. (Release 9.2.1.2)

Understanding JD Edwards EnterpriseOne for iPad

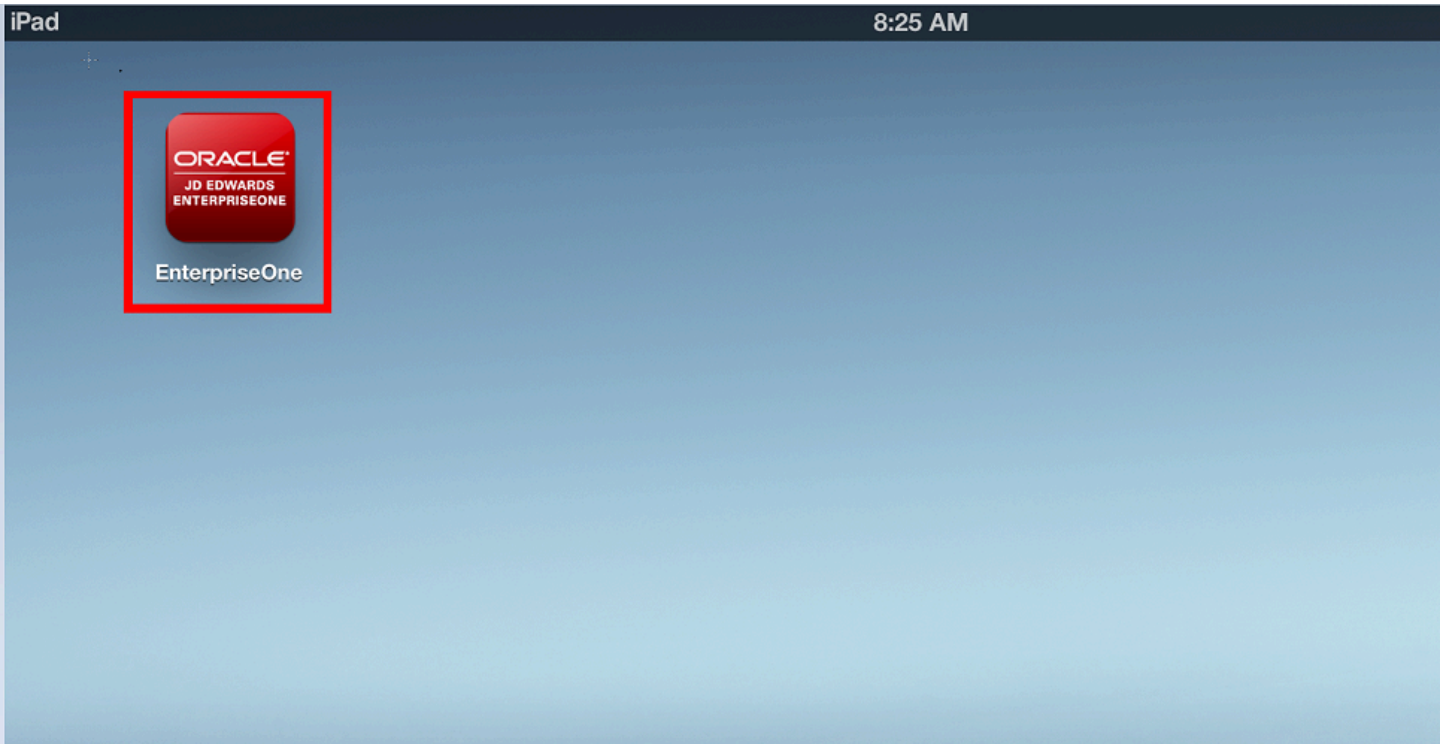
JD Edwards EnterpriseOne for iPad is an application you use to maximize the functionality of EnterpriseOne on the iPad. It is a native application you download from the Apple App Store, free of charge for EnterpriseOne users.

JD Edwards EnterpriseOne for iPad maximizes screen real estate and provides a navigational user interface optimized for the smaller, touch-enabled screen of a tablet when using the iPad to run EnterpriseOne.

Logging into JD Edwards EnterpriseOne for iPad

This section discusses logging in to JD Edwards for EnterpriseOne for iPad directly, or by using shortcuts you have already created.

To login to JD Edwards EnterpriseOne for iPad directly, tap the EnterpriseOne button on your iPad.

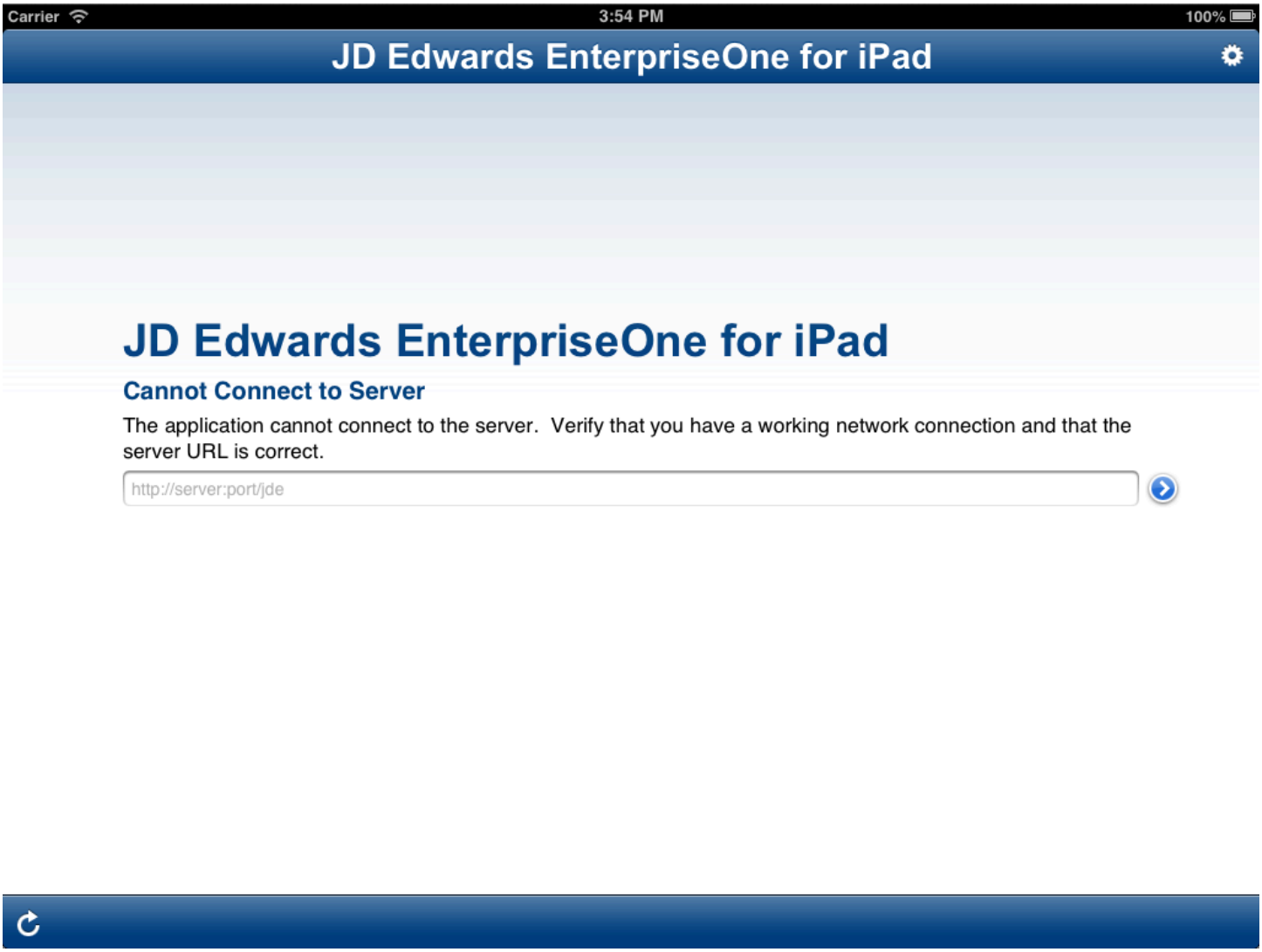


The first time you open JD Edwards EnterpriseOne for iPad, the Connect to Server screen displays, where you will be prompted to enter the EnterpriseOne web server URL from which you are accessing EnterpriseOne.

You open JD Edwards EnterpriseOne for iPad using a JD Edwards URL, if JD Edwards EnterpriseOne for iPad is installed. A URL uses the following syntax: ://<servername>:<portnumber>/. For example, ://denqas5:82/. Oracle recommends that you bookmark URLs to conveniently access JD Edwards EnterpriseOne for iPad when you use multiple servers.

To access EnterpriseOne through EnterpriseOne for iPad, you type as the beginning letters of your URL.

> **Note:** To access EnterpriseOne without EnterpriseOne for iPad, enter the EnterpriseOne server URL through a web browser, like Safari, without the letters.

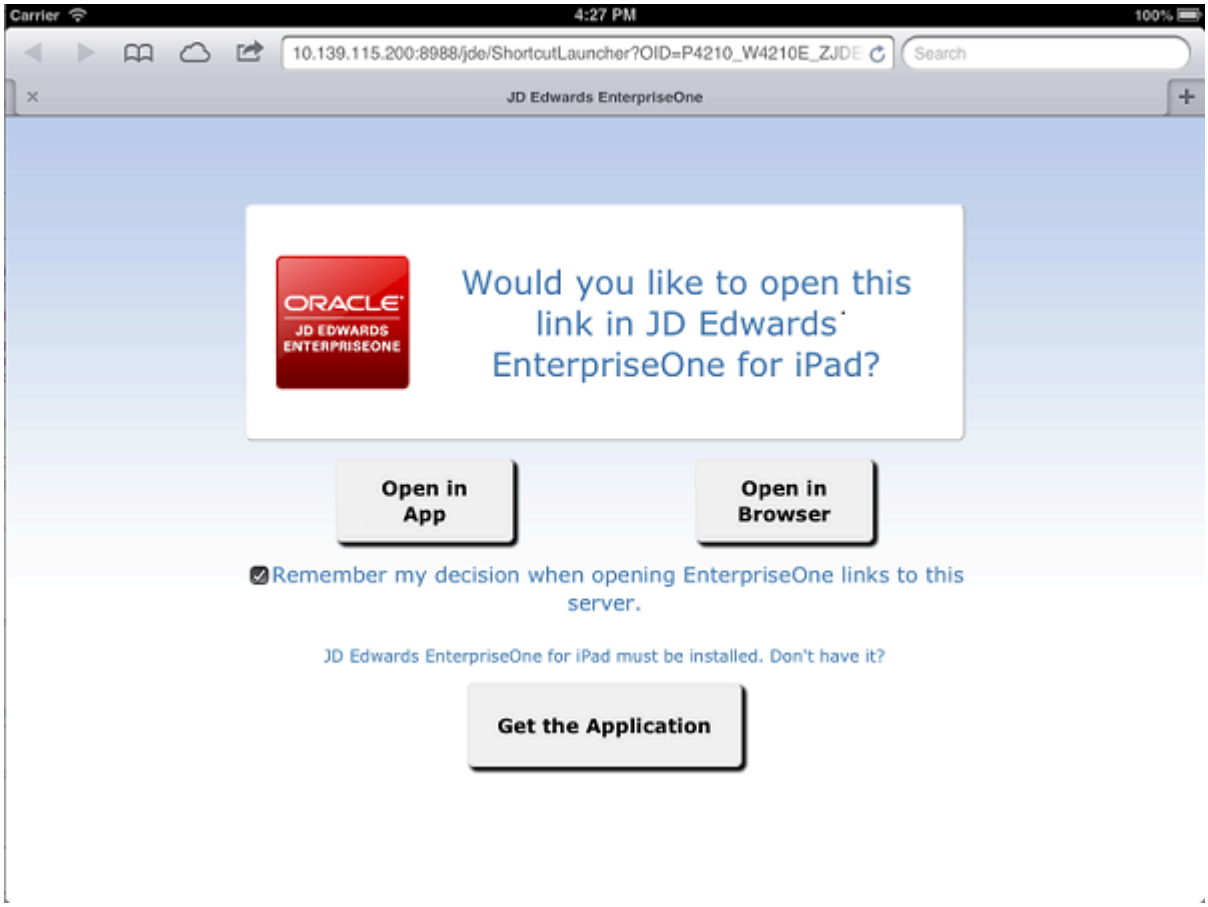

Carrier
3:54 PM
100%
JD Edwards EnterpriseOne for iPad
JD Edwards EnterpriseOne for iPad
Cannot Connect to Server
The application cannot connect to the server. Verify that you have a working network connection and that the server URL is correct.
http://server:port/jde

To access JD Edwards EnterpriseOne for iPad using a shortcut

1. Tap the shortcut you want to use.

   Shortcuts can reside in documents, in URL drop-downs menus, etc.

   The first time you use a shortcut to access JD Edwards EnterpriseOne for iPad, the following screen displays:



2. Choose one of the following options:

   Open in App - Tap this option to open JD Edwards EnterpriseOne in JD Edwards EnterpriseOne for iPad.

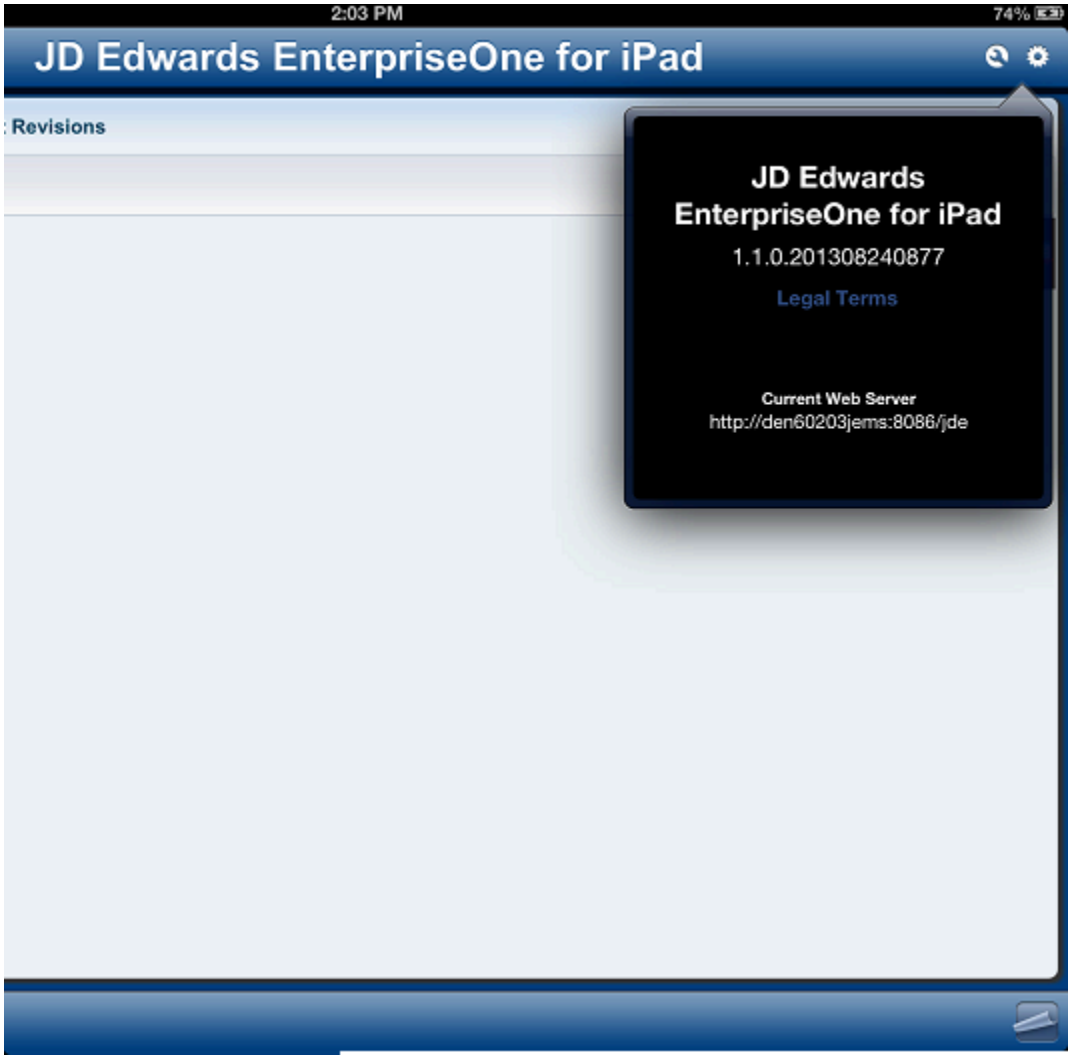
   Open in Browser - Tap the option to open JD Edwards EnterpriseOne in the iPad's web browser.

   Get the Application - Tap this option to go to the Apple App Store to download JD Edwards EnterpriseOne for iPad.

3. Select the check box if you want the system to always open links to this EnterpriseOne server using the option selected on this screen.

Viewing the Server Location

You can view the server you are using to access JD Edwards EnterpriseOne anytime by tapping the Application button, located in upper right-hand corner of the screen, then the About button. The following graphic shows an example of the About information that displays:



You can also view the current Web server URL by tapping the Settings button on the desktop, and then tapping JD Edwards.

Bookmarking a Server

To bookmark a server

1. Open Safari.
2. Enter the URL into the address line.
3. Tap Go.

4. Tap Open from the Open this page in "JD Edwards" dialog box.

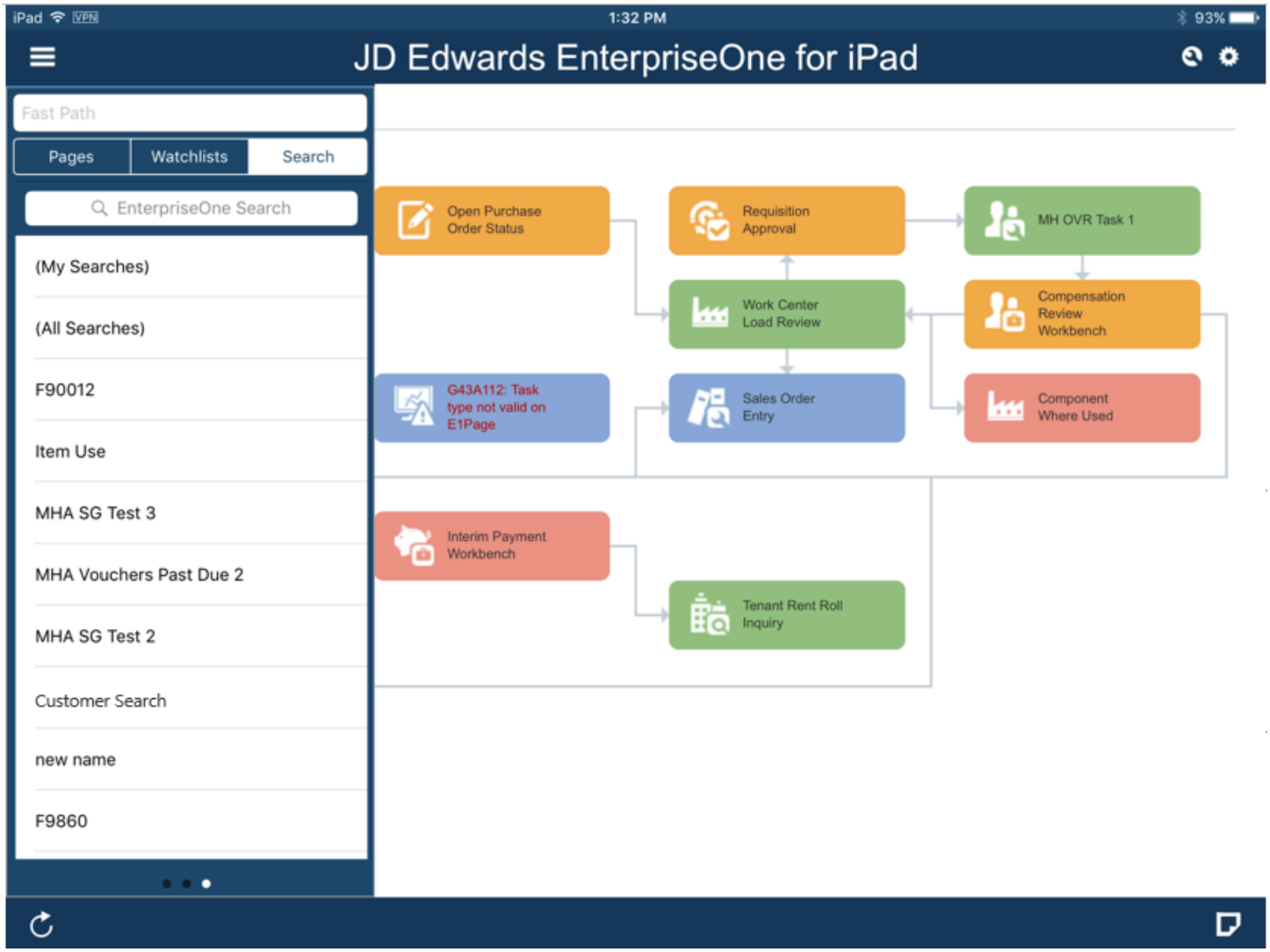
   Note: If you tap Cancel, then you must clear the Clear History and Clear Cookies and Data cache when you try to use the URL link again to connect to the server.

5. To add the URL as a bookmark to Safari, type http://<servername>:<portnumber>//owhtml, or E1Menu.maf and tap Go.
6. Tap the button located directly to the left of the URL line.
7. Tap Bookmark.
8. Type the name you want to use for the bookmark.
9. Tap Save.
10. Tap the Open Book button.
11. Tap Edit to locate the URL you saved as a bookmark.
12. Tap the bookmark and change the URL address to the following syntax: ://<servername>:<portnumber>/

    Note: If you change the URL to access a server that is different than the one listed in Settings, you will receive a message notifying you that the URLs are different. If you want the new URL to be saved as the default Settings address, tap Save to Settings. Otherwise, you can sign-in to EnterpriseOne and continue working.

Using JD Edwards EnterpriseOne for iPad

The following graphic shows an EnterpriseOne Page with the Slide Out menu open.



Slide Out Button

Tap the Slide Out button in the upper left-hand corner to access the Fast Path, Pages, and Watchlists tabs, and for Release 9.2.1.4, the EnterpriseOne Search tab.

Pages Tab

The Pages tab displays all of the EnterpriseOne Pages available to you in the EnterpriseOne web client.

When you select an EnterpriseOne Page, it remains as the default when you logout and log back in.

You can also opt for JD Edwards EnterpriseOne for iPad to display the same EnterpriseOne Page shown in the web client when you log in. To do so, tap the Personalization button, tap the Preferences button, and then tap the Reset Device

Specific EnterpriseOne Pages Reset button. The same EnterpriseOne Page displays on both the iPad and Web client. If you change the EnterpriseOne Page in the iPad, it will remain as the default when you log out and log back in to the iPad. The following graphic shows the Reset Device Specific EnterpriseOne Page reset button:

Watchlists Tab

The Watchlists tab displays all of the Watchlists available to you in EnterpriseOne, as shown in the following graphic:

Watchlists in JD Edwards EnterpriseOne for iPad reflect exactly their function in EnterpriseOne. You cannot edit Watchlists in JD Edwards EnterpriseOne for iPad, but you can filter on them using the following tabs:

- All - Watchlists displayed in the web client drop-down menu.
- Matches - Watchlists that have returned a value greater than zero.
- Warnings - Watchlists that have returned a value greater than the "warning" threshold. This would include any Watchlists that are also greater than "critical," assuming the critical threshold is greater than the warning threshold.
- Critical - Watchlists that have returned a value greater than the critical threshold.

Note: Watchlists also display in the Page Flip section of the Carousal. Please see number 5 of this list for more information about the Watchlist features listed in the Page Flip section.

Note: The filters are only available for WatchLists on the Slide Out tab. They are not available for Page Flip.

The Watchlists' refresh interval is dependant on a setting in the.ini file. The Slide Out refreshes the Watchlists when you login to JD Edwards EnterpriseOne for iPad. To manually refresh the Watchlists in the Slide Out, close the Slide Out and reopen it. The Watchlists are refreshed from top to bottom. You can refresh an individual Watchlist by tapping the Refresh button. The slideout also indicates the last time the Watchlists were refreshed.

Search Tab (Release 9.2.1.4)

The Search tab displays all of the Search Groups available to you in the EnterpriseOne web client. You submit your search request using the EnterpriseOne Search bar displayed in the Search tab. EnterpriseOne Search feature enables you to search the transactional or master data within the EnterpriseOne system.

For detailed steps about how to use the EnterpriseOne Search, see *Working with EnterpriseOne Search (Release 9.2.1.2) in the JD Edwards EnterpriseOne Tools Using and Approving User Defined Objects* guide.

Personalization Button

Tap the Personalization button (wrench) located in the upper-right corner to access the System Options, System Profile, and Preferences options.

Starting with Release 9.2.2, you can also access My Subscriptions from here.

Application Button

Application - Tap the Application button (cog wheel) located in the upper-right corner to access the About, Help, and Logout options. Starting with Release 9.2.5, you can also access LearnJDE, the JD Edwards resource library, by using the LearnJDE option that is available when you tap the Application button.

Notification List Button (Release 9.2.2)

Notification List - Tap the Notification List button (bell) located in the upper-right corner to access notification messages. If you have subscribed to notifications and selected "Notification List" as a delivery method, you will see these messages listed here when you receive them. The number of unread messages appears in a circle on the bell.

For detailed information on subscriptions and notifications, see:

- *"Subscribing to Notifications" in the JD Edwards EnterpriseOne Tools Foundation Guide*
- *JD Edwards EnterpriseOne Tools Notifications Guide*

Refresh Button

Tap the refresh button located in the bottom-left corner to reload the screen contents.

Page Flip Button

Tap the Page Flip button located in the bottom-right corner of the screen to display the Carousel tabs. You can swipe either left or right to move the Carousel tiles, or you can tap the corresponding tab to access the tiles.

The Watchlist tab contains a replica of the Watchlists available to you in EnterpriseOne. They are separated into three categories: My Watchlists, Shared Watchlists, and Reserved Watchlists. The Watchlists' refresh interval is due to a setting in the .ini file. The Page Flip refreshes the Watchlists when you login to JD Edwards EnterpriseOne for iPad. To manually refresh the Watchlists in the Page Flip, close the Page Flip and reopen it. The Watchlists are refreshed from left to right, top to bottom.

See Accessing Carousel Container in the *JD Edwards EnterpriseOne Tools Foundation Guide* . Some functionality for the Carousal is not available for the iPad.

JD Edwards EnterpriseOne Web Client Enhancements

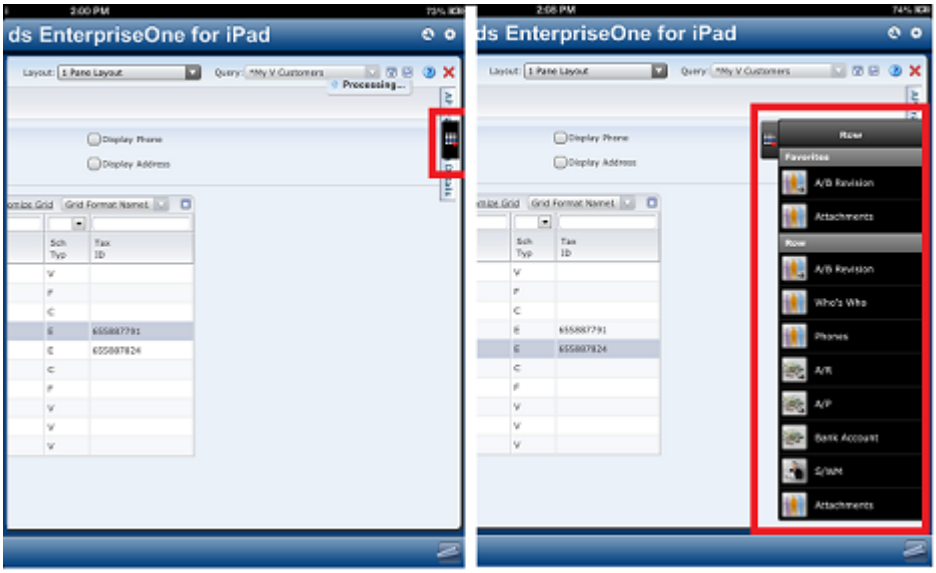
The following graphic shows JD Edwards EnterpriseOne features specific to the JD Edwards EnterpriseOne for iPad. You will not see these features in the web client.

The following list describes each feature:

1. Buttons - Buttons for JD Edwards EnterpriseOne for iPad are larger than those on the web client to provide a larger "tap area", and include the button name.
2. Red X in Upper-Right Corner - This button acts as either a Cancel or a Close button, depending on the form you are using.

3. Form and Row Exit Buttons - These buttons are part of EnterpriseOne applications, but there are ones created specifically for JD Edwards EnterpriseOne for iPad. These are turned on only when you are using JD Edwards EnterpriseOne for iPad. When closed, these Row and Form exits display as a black tab on the right side of the screen.

   When you tap this tab, a list of bars appear with options relating to the active form or row. The functions on the Form and Row exits vary from form to form and row to row. For example, a Form or Row exit might open a data entry form or provide access to other forms that relate to the record you selected. You can move the tab up or down the right side of the screen by dragging it to a new location. The following graphic shows the Form or Row exit tab closed, and opened:



Orchestration/Notification Shortcut Links (Release 9.2.3.4)

With Release 9.2.3.4, you can launch notification and orchestration links in JD Edwards EnterpriseOne for iPad.

When you receive a notification/orchestration link, clicking the link on an iPad will open Safari. On Safari, you can optionally redirect the link to launch in the JD Edwards EnterpriseOne iPad container. JD Edwards EnterpriseOne for iPad will prompt you for your EnterpriseOne credentials and will then open an information panel for the shortcut. If you do not have the required permissions to run the shortcut, the information panel will indicate that the shortcut has failed.

For detailed information on adding shortcut links, see:

- Defining the Notification Message (Orchestrator Studio 7.2.0.0) in the *JD Edwards EnterpriseOne Tools Notifications Guide* .
- Configuring a Message Request (Orchestrator Studio 7.2.0.0) in the *JD Edwards EnterpriseOne Tools Orchestrator Guide for Studio Version 8 and Prior* .

Using Media Objects

You can use the Media Objects feature to add text, graphics, and other objects to forms and records. For example, you can attach drawings, animations, and other types of objects to forms and records.

Adding Photos and Videos

You can upload existing photos to EnterpriseOne records, or take new ones using the Camera located in JD Edwards EnterpriseOne for iPad. To add photos to a record:

1. Tap the EnterpriseOne button to open JD Edwards EnterpriseOne for iPad.
2. Open any application that supports media object by launching the application from the Fast Path, EnterpriseOne Page, or Carousel tile.
3. Select a record to which you want to add a media object.
4. From Row Exit, tap Attachments.

   The Media Object Viewer form displays.
5. Tap the Camera.

   You can select 2 options:

   Photo Library - Select this option to open iPad's library and select an existing photo or video. To select an existing photo or video, tap it.

   Camera - Select this option to open iPad's Camera application and take new photos or videos. To take a new photo, tap the Camera and then tap the Camera button on the right side of the iPad.

   To take a new video, on the lower right-hand corner of the screen, slide the indicator so that it is under the video camera. The camera button located on the right-hand side of the screen changes to a circle with a red dot. Tap this button to begin recording a video, and tap it again to stop recording. Tap the Use button

located on the bottom of the object. The photo or video is uploaded to the server and attached to the record in EnterpriseOne, but is not saved to the iPad.

After you record a new video, it displays on the left of the screen as MOV-today's date-minutes and seconds.mov, as shown below:

To view a video, tap it. A box surrounds the .mov file, and a yellow bar displays with the "Click here to view" link. Tap the link to load the video to the Queue, from where you run it. The Queue displays in the lower right-hand corner of JD Edwards EnterpriseOne for iPad.This Queue contains the video that you have loaded to view. If the video is already in the Queue, the Queue turns blue to indicate its presence. Tap the Film button to display a list of videos. The Queue remains available until you sign out of JD Edwards EnterpriseOne for iPad. You can queue up to 20 videos at a time and can scroll the Queue popup to view the complete list. If you open other applications and load videos, they too will be added to the same Queue. Tap outside of the Queue to close the list. When you run a video and it completes, it is then deleted from the Queue.

To discard a video or cancel its download, in the Queue, swipe the video to the right. The Discard button displays. Tap it, and the video is deleted from the iPad, or the load is canceled.

6. In EnterpriseOne, tap Save to save your record with the media object. If you do not save it, then when you close Object Management Library, the video file will be deleted.

Adding ScratchPad Drawing and Signature

Scratch Pad enables you to create drawings and save them to a record. You can use this feature to sketch graphs and charts, for example, and save them so they are available for future review. You can draw in multiple colors and line widths.

1. Tap the EnterpriseOne button to open JD Edwards EnterpriseOne for iPad.
2. Open any application that supports media objects by launching the application from the Fast Path, EnterpriseOne Page, or Carousel tile.
3. Select a record to which you want to add a media object.
4. From Row Exit, tap Attachments.

   The Media Object Viewer form displays.
5. Tap Scratchpad, as shown in the following graphic:

The following graphic shows the Scratch Pad interface.

The following list describes each feature:

1. Name Your Drawing - Tap this field to change the name of the drawing you are creating. When you tap Save, the drawing will be saved with this name.
2. Color - Tap this field to select the line color of your drawing. You can choose black, red, green, and blue.
3. Line Width - Tap this field to select how wide you want the lines to display for your drawing.
4. Eraser - Tap this button to manually "wipe" the areas of the drawing you want erased. With your hand on the area you want to erase, rub the area back and forth until it is deleted. To resume your work, tap Draw.
5. Clear - Tap this button to completely delete all contents of the screen. A pop-up window displays with a Cancel and an OK button. If you tap Cancel, the pop-up window will disappear and you can resume drawing. If you tap OK, your drawing is cleared.
6. Cancel - Tap this button or the red X located in the upper-right corner of the screen to cancel out of Scratchpad and return to Media Object Viewer.
7. Add - Tap this button to save your work. By default, the file name will have this naming convention:

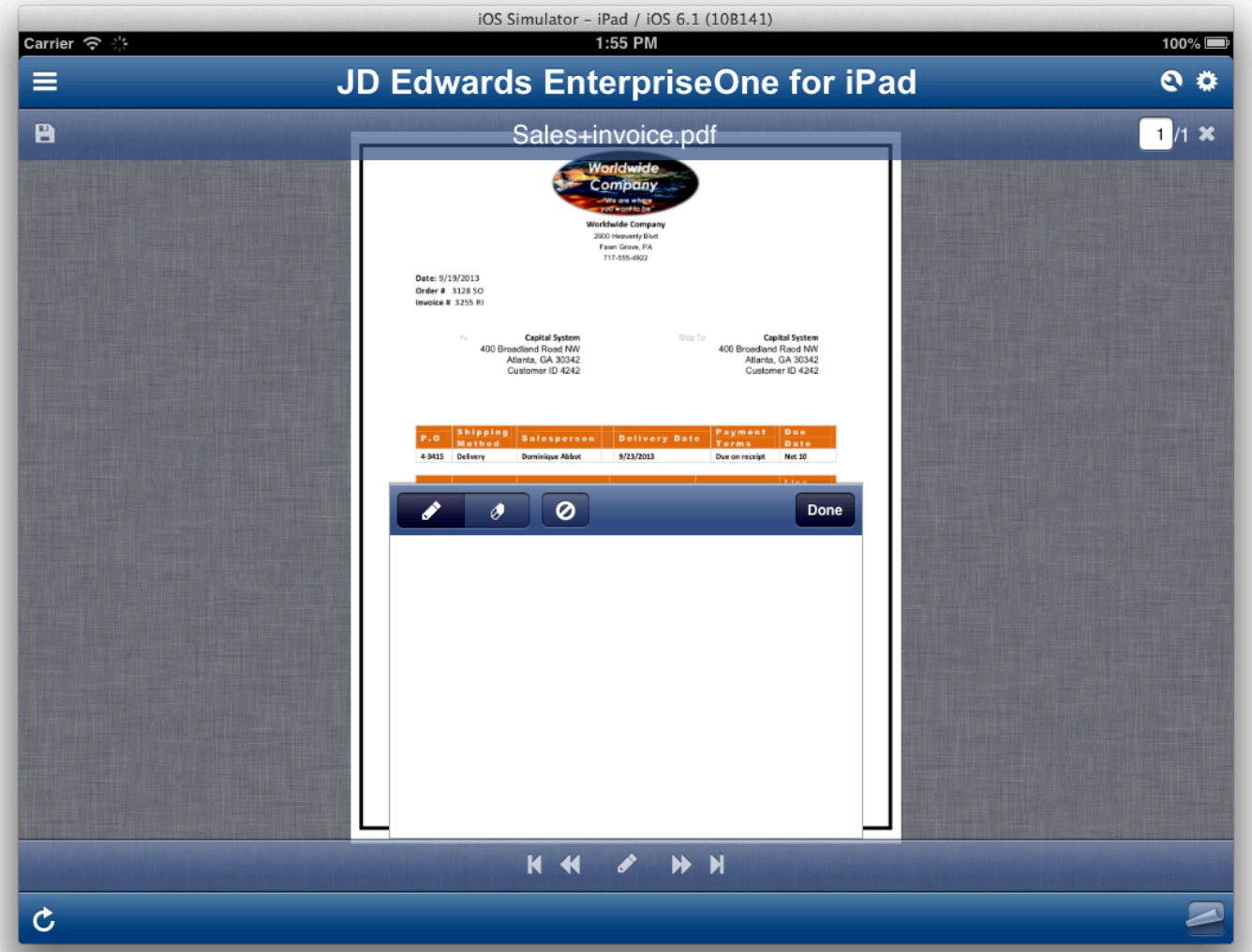
   DRAW-2013-06-13-02.27.png

   If you have entered a name in the Drawing field, that name becomes the file name.

Adding Signature to PDF Document

You can add a signature to a PDF for electronic sign-off on a document. To do so, you must first upload an existing PDF file to the Media Object Library. The PDF file size can be up to 10MB. However, the signature you add might add size to the file. JD Edwards EnterpriseOne iPad Container will not save the file if it exceeds 10 MB.

The following graphic displays the Signature screen and provides information about its features:



1. Pencil - Tap this button to display the signature box. When the Signature box displays, use your finger to create a signature. You can resize the Signature box by stretching and pinching the box.

2. Erase - Tap this button to manually "wipe" the areas of the drawing you want erased. With your hand on the area you want to erase, rub the area back and forth until it is deleted. You must then tap Draw to resume your work.
3. Clear - Tap this button to completely delete all contents of the screen.
4. Done - Tap this button to finish your signature. You resize the signature image.
5. Double-Right and Double-Left - Tap these buttons to move to the next or previous pages, respectively. Use can place the signature box on any page in the .pdf file.
6. Right or Left Arrow with Bar - Tap these buttons to move to the last or first page, respectively. Use can place the signature box on any page in the .pdf file.
7. Save - Tap this button to save the PDF file. In the dialog box that displays, enter a new filename, and then tap the Save the PDF File button. The PDF file is saved as a separate media object with the new name. The original PDF file will remain and will not be replaced or deleted unless you manually delete it.

   To save the file with a new name, tap Save. In the Save As dialog box that displays, enter a new filename, and then tap Save.
8. X - Tap this button to close the signature image, but not erase it. When you tap the Pencil button, the signature will display.
9. Number Field, top-right Corner - Tap this field, delete the existing page numbers, and type the new page numbers to which you want to go in the document. Tap Enter on the keyboard to move to the new page.

Using Advanced Media Objects (Release 9.2.1.2)

If Advanced Media Objects are enabled in JD Edwards EnterpriseOne, you can use the Advanced Media Objects feature to add text, graphics, and other objects to forms and records. For example, you can attach drawings, animations, and other types of objects to forms and records.

For more information on enabling and using Advanced Media Objects, see *Advanced Media Objects in the JD Edwards EnterpriseOne Tools Foundation Guide* .

Adding Photos and Videos

You can upload existing photos to EnterpriseOne records, or take new ones using the camera located in JD Edwards EnterpriseOne for iPad.

To add photos or videos to a record:

1. Tap the EnterpriseOne button to open JD Edwards EnterpriseOne for iPad.
2. Open any application that supports advanced media objects by launching the application from the Fast Path, EnterpriseOne Page, Watchlists, or dog ear.
3. Select a record to which you want to add a media object.
4. From Row Exit, tap **Attachments** and then the **Add** icon.
5. On the Attachments form, tap **File/URL Attachment.**
6. Tap **Choose Files.**
7. Select **Take Photo or Video**. Select this option to open iPad's camera application and take new photos or videos. Edit the photo or video if desired and save it to the record.

To view a video:

1. When viewing thumbnails in grid view, you can either tap on the video icon or name and then select **Play** from the Context menu to load the video to the Queue, from where you run it. When in list view, you can either tap the icon and then select **Play** from the Context menu or tap on the video name and the video is automatically added to the queue.

The Queue displays in the lower right-hand corner of JD Edwards EnterpriseOne for iPad. This Queue contains the video that you have loaded to view. If the video is already in the Queue, the Queue turns gray to indicate its presence.

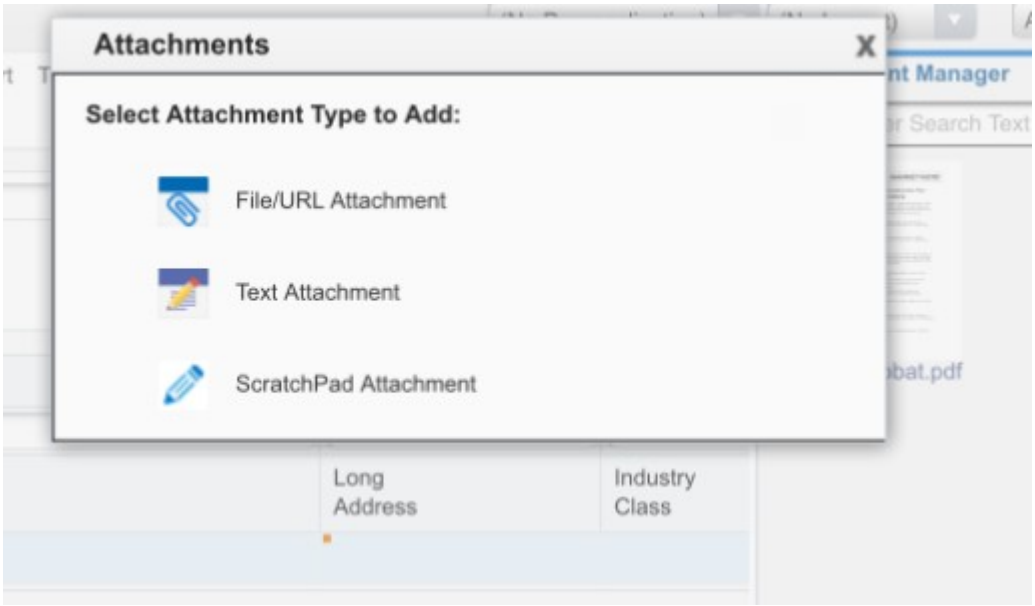
2. Tap the **Film** button to display a list of videos.
   The Queue remains available until you sign out of JD Edwards EnterpriseOne for iPad. You can queue up to 20 videos at a time and can scroll the Queue popup to view the complete list. If you open other applications and load videos, they too will be added to the same Queue.
3. Tap outside of the Queue to close the list. When you run a video and it completes, it is then deleted from the Queue.

To discard a video or cancel its download, in the Queue, swipe the video to the left. The **Discard** button displays. Tap it, and the video is deleted from the iPad, or the load is canceled.

Adding ScratchPad Drawing and Signature

Scratch Pad enables you to create drawings and save them to a record. You can use this feature to sketch graphs and charts, for example, and save them so they are available for future review. You can draw in multiple colors and line widths.

1. Tap the EnterpriseOne button to open JD Edwards EnterpriseOne for iPad.
2. Open any application that supports advanced media objects by launching the application from the Fast Path, EnterpriseOne Page, Watchlists, or dog ear.
3. Select a record to which you want to add a media object.
4. From Row Exit, tap **Attachments** and then **the Add** icon.
5. On the Attachments form, tap **ScratchPad Attachment**, as shown in the following graphic:



The following list describes each feature in ScratchPad:

1. Name Your Drawing - Tap this field to change the name of the drawing you are creating. When you tap Save, the drawing will be saved with this name.
2. Color - Tap this field to select the line color of your drawing. You can choose black, red, green, and blue.
3. Line Width - Tap this field to select how wide you want the lines to display for your drawing.

4. Eraser - Tap this button to manually "wipe" the areas of the drawing you want erased. With your hand on the area you want to erase, rub the area back and forth until it is deleted. To resume your work, tap Draw.
5. Clear - Tap this button to completely delete all contents of the screen. A pop-up window displays with a Cancel and an OK button. If you tap Cancel, the pop-up window will disappear and you can resume drawing. If you tap OK, your drawing is cleared.
6. Cancel - Tap this button or the red X located in the upper-right corner of the screen to cancel out of Scratchpad and return to Media Object Viewer.
7. Add - Tap this button to save your work. By default, the file name will have this naming convention:

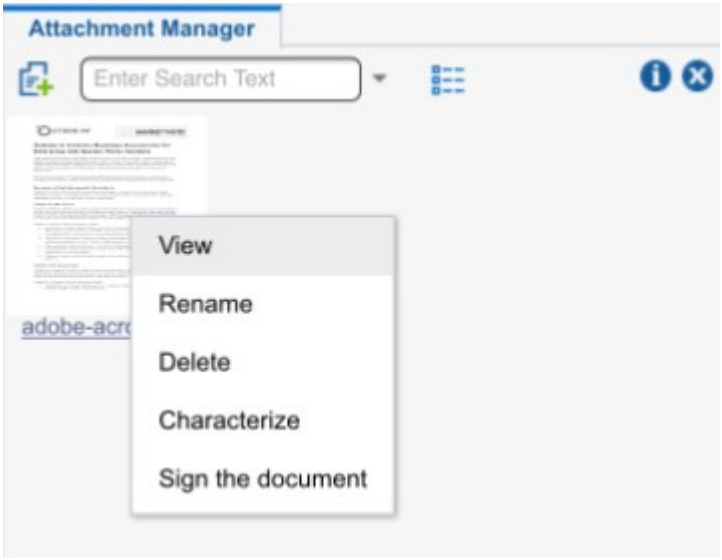
   DRAW-2013-06-13-02.27.png

   If you have entered a name in the **Name Your Drawing** field, that name becomes the file name.

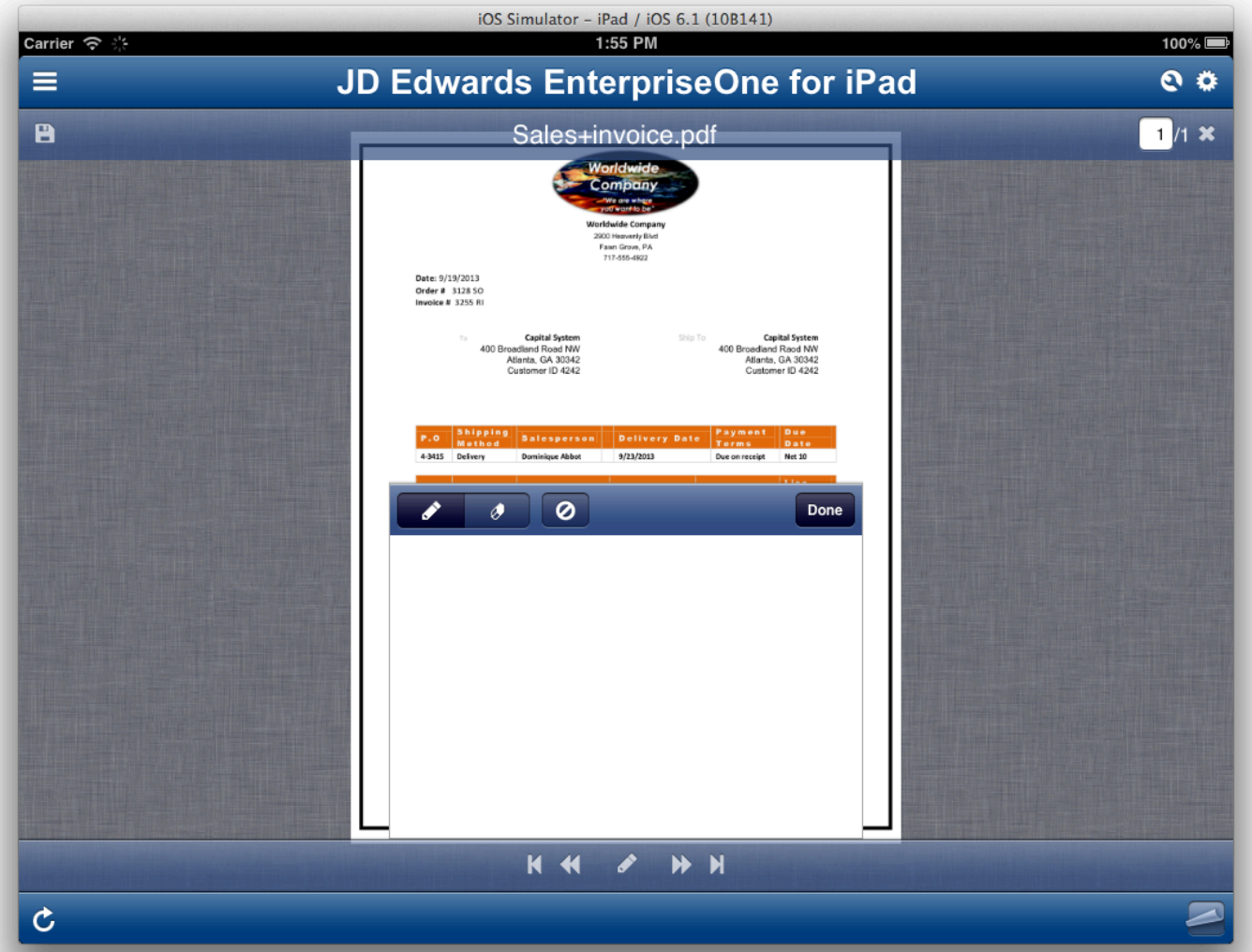
Adding Signature to a PDF Document

You can add a signature to a PDF for electronic sign-off on a document. To do so, you must first upload an existing PDF file to the Media Object Library.

1. Tap the EnterpriseOne button to open JD Edwards EnterpriseOne for iPad.
2. Open any application that supports advanced media objects by launching the application from the Fast Path, EnterpriseOne Page, Watchlists, or dog ear.
3. Select a record with a PDF attachment.
4. From Row Exit, tap **Attachments**.
5. Tap **Sign the Document** from the Context menu of the PDF attachment.



The following graphic displays the Signature screen and provides information about its features:



1. Pencil - Tap this button to display the signature box. When the Signature box displays, use your finger to create a signature. You can resize the Signature box by stretching and pinching the box.

2. Erase - Tap this button to manually "wipe" the areas of the drawing you want erased. With your hand on the area you want to erase, rub the area back and forth until it is deleted. You must then tap Draw to resume your work.
3. Clear - Tap this button to completely delete all contents of the screen.
4. Done - Tap this button to finish your signature. You can resize the signature image.
5. Double-Right and Double-Left Arrows- Tap these buttons to move to the next or previous pages, respectively. Use can place the signature box on any page in the .pdf file.
6. Right or Left Arrow with Bar - Tap these buttons to move to the last or first page, respectively. Use can place the signature box on any page in the .pdf file.
7. Save - Tap this button to save the PDF file. In the dialog box that displays, enter a new filename, and then tap the Save the PDF File button. The PDF file is saved as a separate media object with the new name. The original PDF file will remain and will not be replaced or deleted unless you manually delete it.

   To save the file with a new name, tap Save. In the Save As dialog box that displays, enter a new filename, and then tap Save.
8. X - Tap this button to close the signature image, but not erase it. When you tap the Pencil button, the signature will display.
9. Number Field, top-right Corner - Tap this field, delete the existing page numbers, and type the new page numbers to which you want to go in the document. Tap Enter on the keyboard to move to the new page.