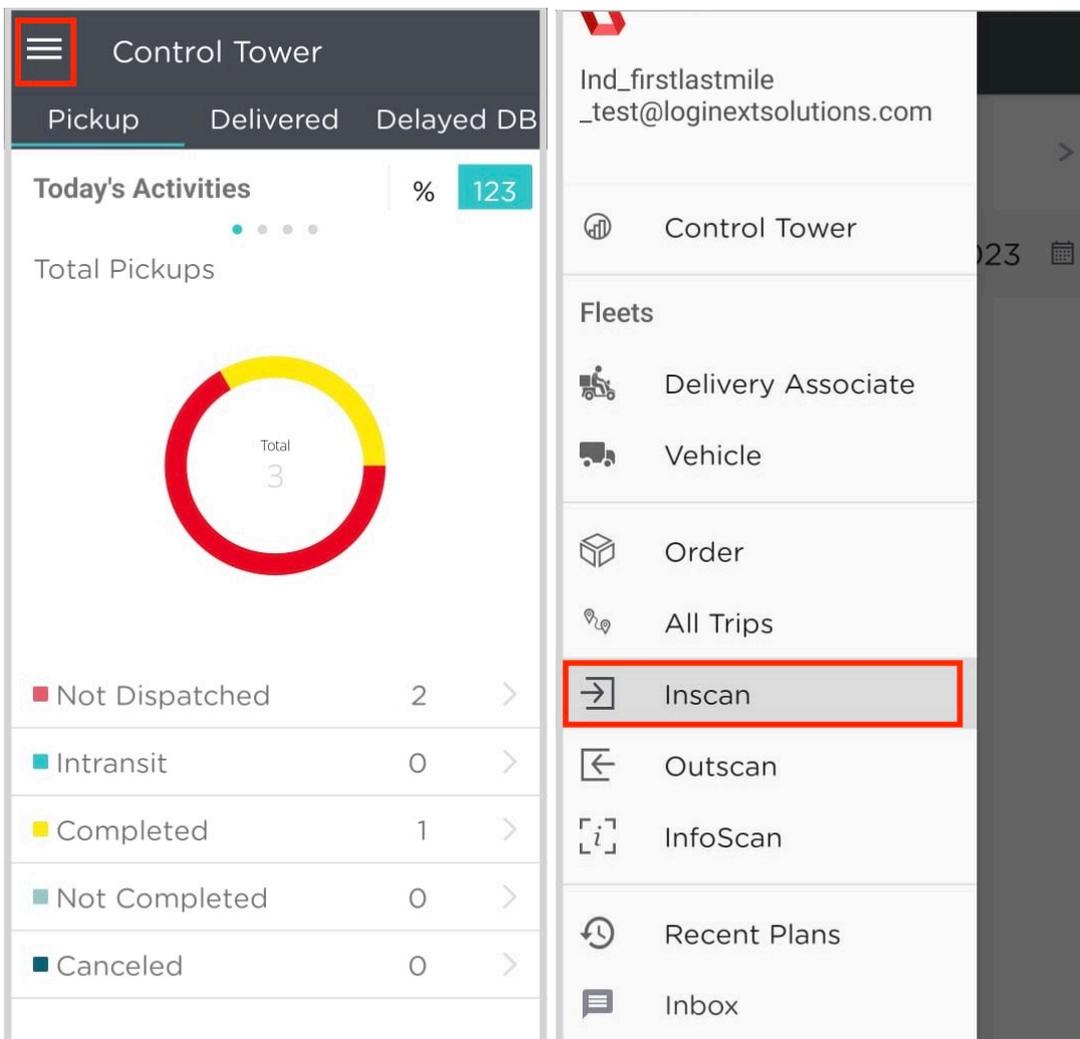


The LogiNext platform provides the option to inscan and outscan to keep a stock of the orders/manifests present at your branch. The orders/manifests can be scanned using the manifest ID, airway bill number, order number, or crate code.

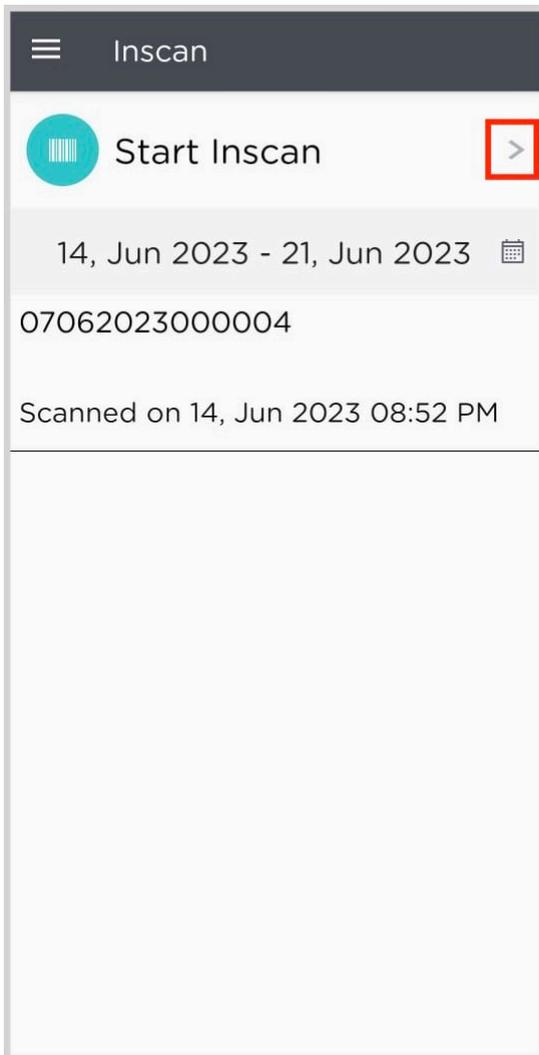
This article explains how to use the Dispatcher Mobile App to scan the orders/manifests. To learn more about inscan/outscan, click [here](#).

## Inscanning Orders

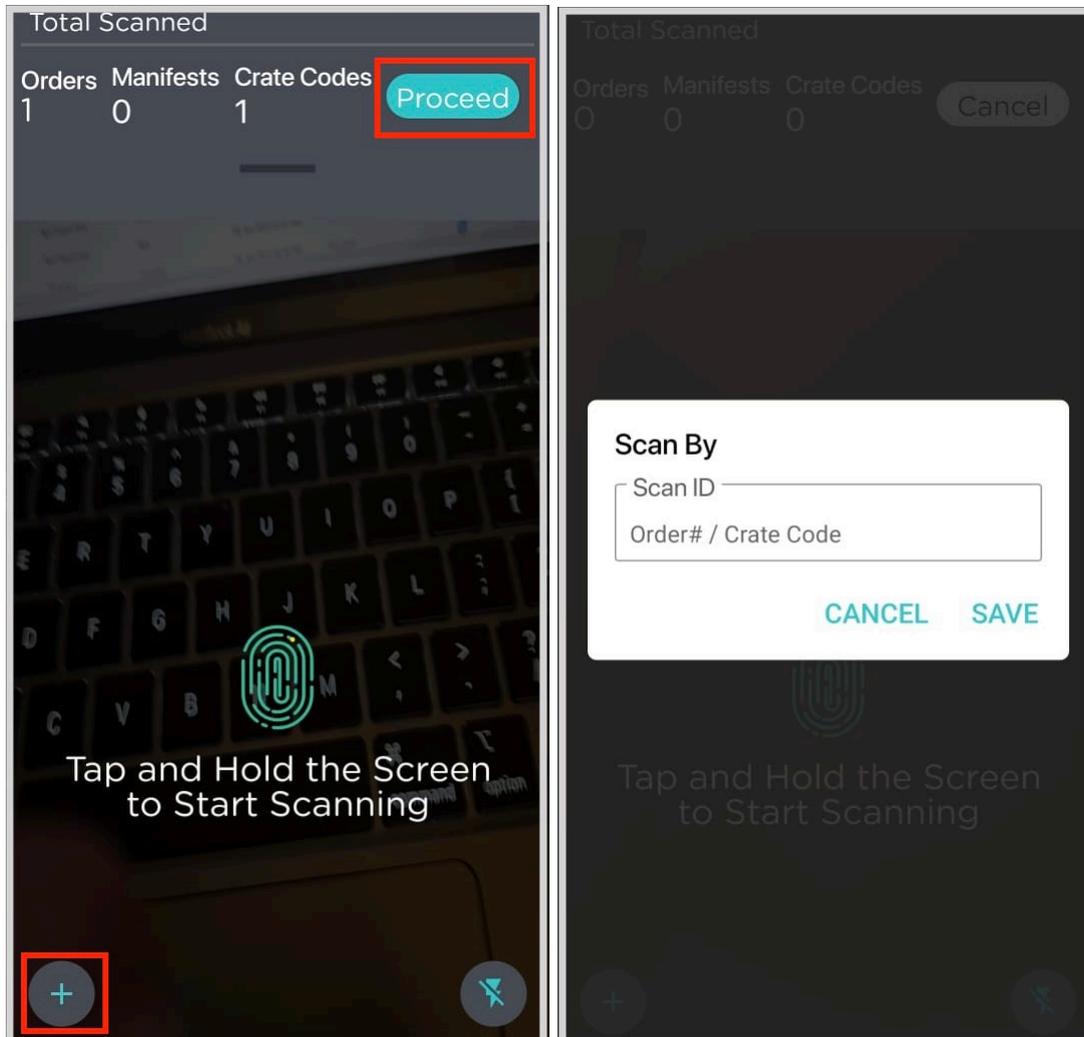
1. In The Dispatcher Mobile App, select Inscan in the left navigation bar.



2. Click the Start Inscan arrow to start in-scanning your orders/manifest.



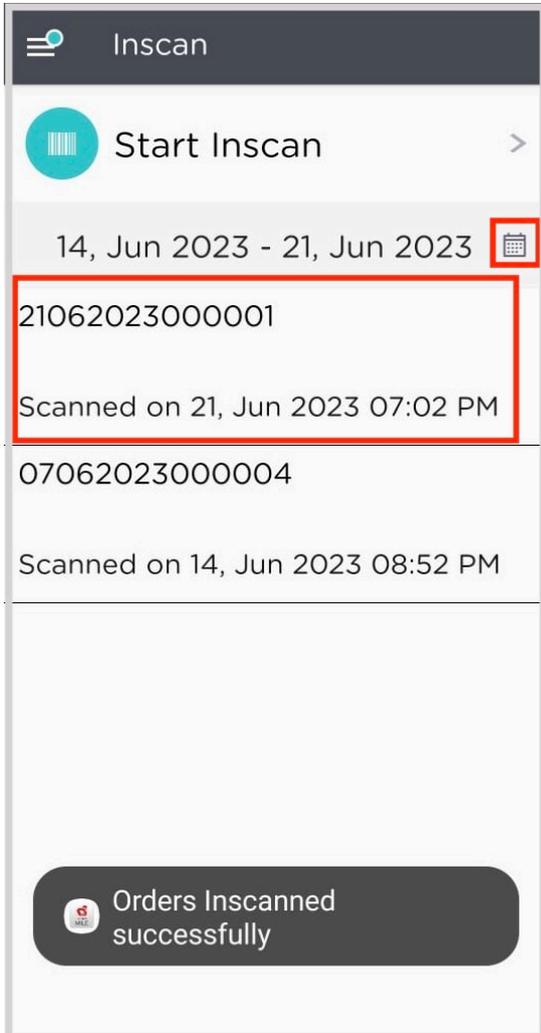
3. You can either scan an order or a manifest using the barcode scanner or click the + icon to enter the scan ID manually. To learn how to integrate a scanner, click [here](#).
4. Once you have scanned all the orders/manifests, click the Proceed button.



5. Review your orders/manifests. Click the Complete In Scanning button to complete your Inscan process.



6. The scanned orders/manifests will appear in the list below. Click the calendar icon to select the dates for which you want to view the inscanned orders.



The screenshot shows the 'Inscan' mobile application interface. At the top, there is a dark header with a menu icon and the text 'Inscan'. Below the header is a 'Start Inscan' button with a barcode icon and a right-pointing arrow. A date range '14, Jun 2023 - 21, Jun 2023' is displayed with a calendar icon to its right. A red rectangular box highlights the first order entry, which contains the order ID '21062023000001' and the scan time 'Scanned on 21, Jun 2023 07:02 PM'. Below this, the second order entry is visible, showing the order ID '07062023000004' and the scan time 'Scanned on 14, Jun 2023 08:52 PM'. At the bottom of the screen, a dark grey rounded rectangle contains a small icon and the text 'Orders Inscanned successfully'.