



IMPLEMENTATION PROCESS > GUARDIAN RFID®

WELCOME TO THE WARRIOR COMMUNITY.

The objective of your GUARDIAN RFID Onboarding and Implementation Team is to maximize your success every step of the way. Our team will guide yours to efficiently and effectively plan, prepare, and execute deployment of your GUARDIAN RFID system within 90 days. This document discusses the six phases of implementation.

PHASE	PURPOSE	DETAILS	RESPONSIBILITY
1	Implementation Kickoff	<ul style="list-style-type: none"> • Kickoff Meeting • GUARDIAN RFID delivers Setup Guides • Facility completes Setup Guides: <ul style="list-style-type: none"> • IT Setup Guide • WordBlock Setup Guide • User Names and Privileges • Housing Assignments (export file from JMS/OMS if possible) Contact JMS/OMS provider to order system interface	GUARDIAN RFID + Facility
2	Software + Network	<ul style="list-style-type: none"> • Kickoff Meeting • GUARDIAN RFID setup/test interface • GUARDIAN RFID OnDemand system setup • Confirm completion of networking requirements (Wi-Fi and/or Ethernet) 	GUARDIAN RFID + Facility
3	Hardware Delivery	<ul style="list-style-type: none"> • Configure SPARTAN© + software • Configure, pre-activate and label GUARDIAN RFID HARD TAGS • Order RFID wristbands (or RFID Cards) and peripherals (as required) • Ship all hardware, HARD TAGS™, and peripherals to facility 	GUARDIAN RFID
4	Setup + Test Equipment	<ul style="list-style-type: none"> • Test SPARTAN network access • Test sync SPARTAN • Validate population data from JMS/OMS into GUARDIAN RFID • Setup RFID wristband/ID Card peripherals (as required) • Verify all HARD TAGS are mounted and positioned accurately 	GUARDIAN RFID + Facility
5	Training + Go Live	<ul style="list-style-type: none"> • Schedule travel and on-site training dates • Confirm training facilities and details (times, locations, resources available) • Complete Pre-Training meeting and policy/operations analysis • Complete on-site training of all staff/users • Immediate Go-Live of GUARDIAN RFID following conclusion of training • Shadow time for users with GUARDIAN RFID staff 	GUARDIAN RFID + Facility
6	Post-Implementation	<ul style="list-style-type: none"> • New Customer Rounding 	GUARDIAN RFID + Facility

Questions? Contact your account executive or email support@guardianrfid.com.



#WARRIORSRISE



PRE-TRAINING

GUARDIAN RFID Pre-Training meetings take place within 2-3 weeks of deployment and allow us to review common policy and procedure questions as they relate to your use of GUARDIAN RFID. These meetings are coordinated via online meeting and/or conference call and generally last 60-90 minutes.

We recommend having administrators and select supervisors present.

ONSITE TRAINING

To maximize efficiency and effectiveness, we'll do our best to accommodate your training needs, including dates and times, once Phases 1 through 5 have been completed. All facility staff who will use GUARDIAN RFID or run reports should be scheduled to attend one of the training sessions. We highly recommend mandatory attendance.

All training classes will be approximately four hours and staff will learn about SPARTAN, including battery life and Wi-Fi sync process and Mobile Command, including all of the modules available for use on SPARTAN. Staff will get a brief overview of the GUARDIAN RFID OnDemand™ reporting and will have demonstrated proficiency by the time class concludes. We strongly advise having an administrator or supervisor that can speak to policy-related questions available in each class.

HARD TAG MOUNTING AND WI-FI INSTALLATION

Please note that HARD TAGS and Wi-Fi installation, configuration, and support, are the responsibility of your detention staff, maintenance and/or IT.

GUARDIAN RFID does not install your HARD TAGS, but we will provide specific recommendations and best practices on placing and mounting your tags.

If you have questions about how to mount your HARD TAGS or best practices for using your HARD TAGS, visit guardianrfid.com.

