ARMS Driver's License Scanner

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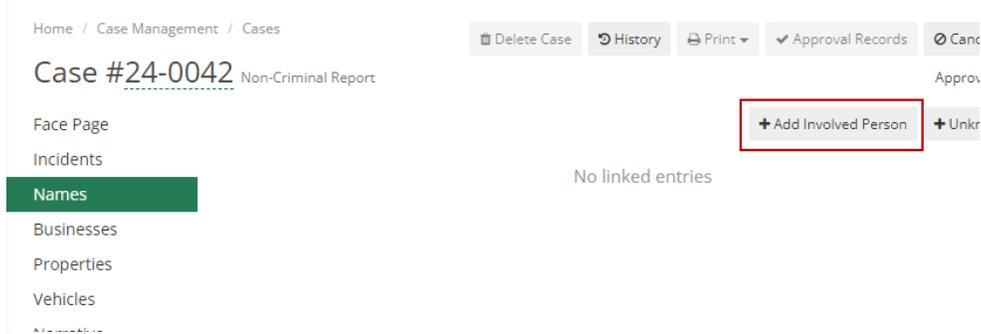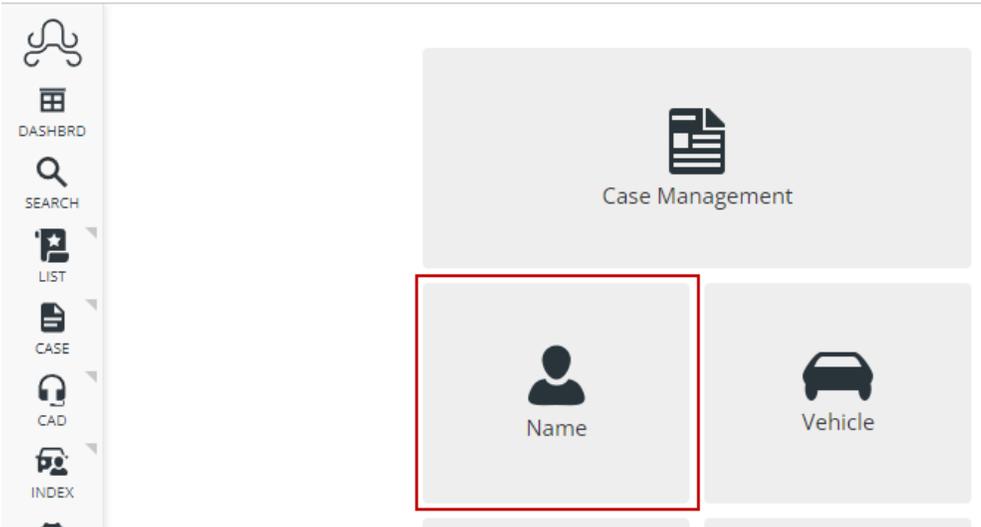
Setup

First, you'll want to ensure that you have a supported ID scanner, one that we recommend is the E-seek M-260 ID Card Reader.
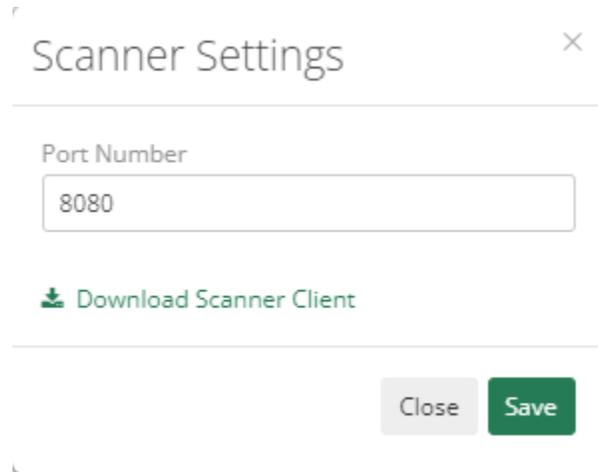
Plug the ID scanner into a USB port on your workstation. Then you can either go to the Names section on the homepage of the ARMS website or click to add an Involved Party on a Case Report.

Then you'll want to find the "Scan" button on the screen and click the gear button on the right.
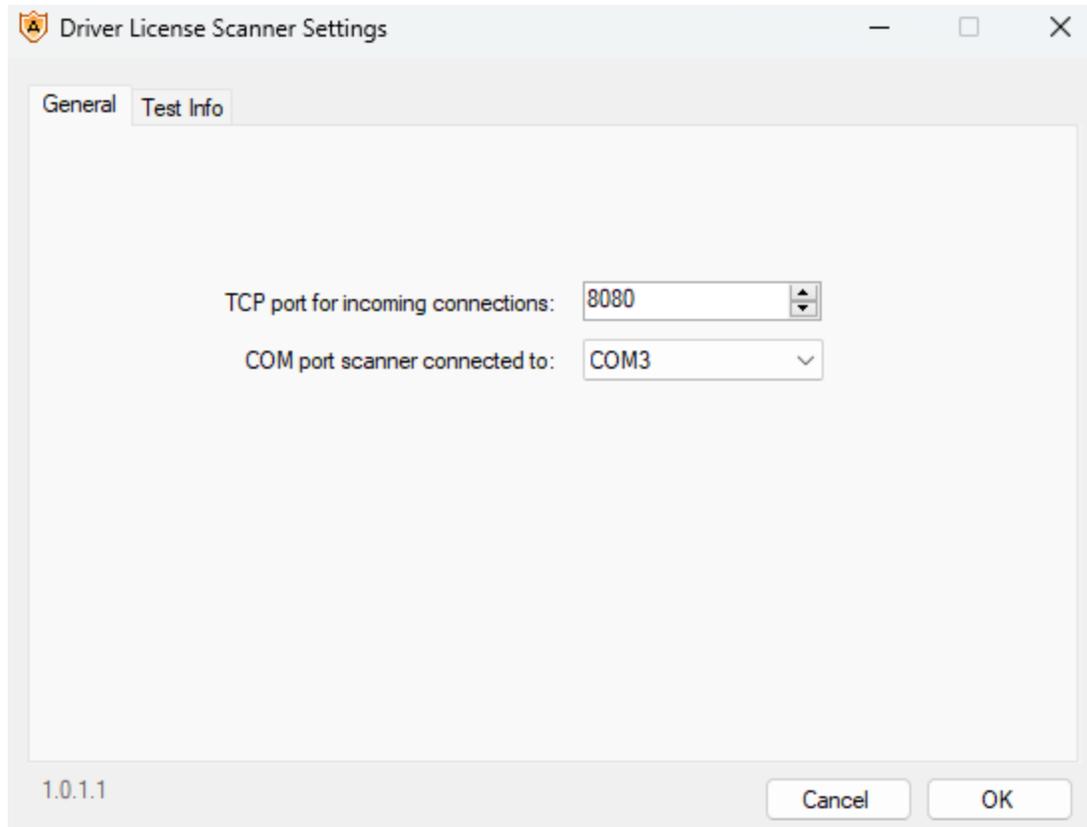
There you'll want to remember the Port Number shown, and the click the "Download Scanner Client" link. Then you'll need to go through the setup that is in the folder downloaded.

Once installed, go down to the Windows taskbar and find the ARMS logo and right click. From there you'll want to ensure it is not stopped and then click on Settings.

In those Settings, you'll want to ensure the "TCP port for incoming connections" matches the Port Number that was in the gear settings for the Scanner.
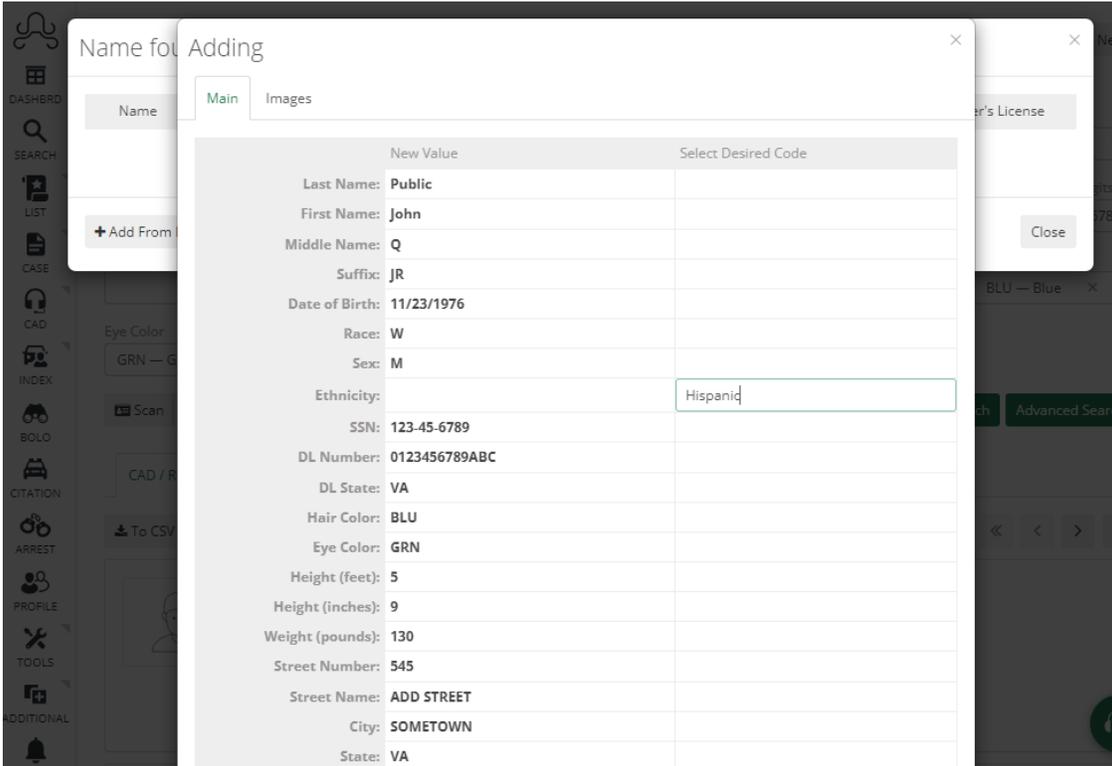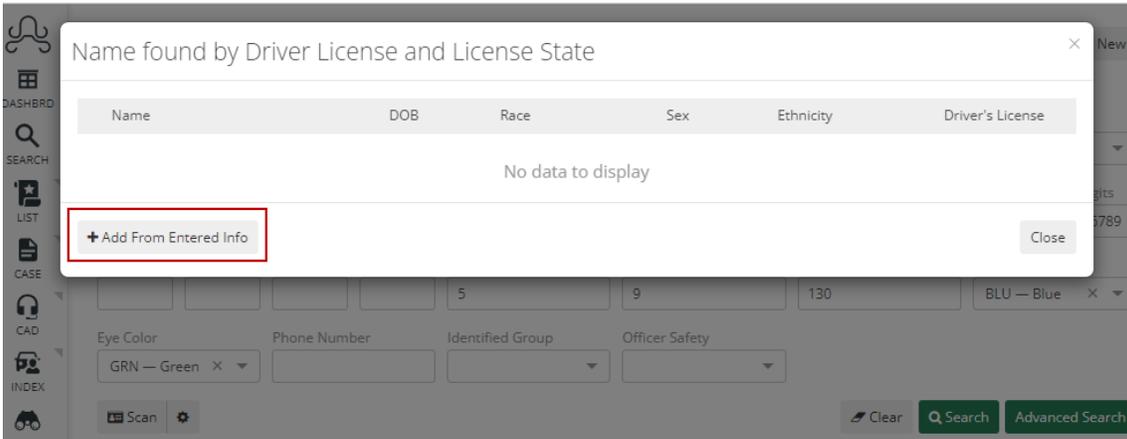

You'll also want to ensure the COM port scanner connected to is correct. If you're unsure, you can see what COM ports are available, unplug the scanner, close out and reopen these settings and see which COM port is no longer available. Plug the scanner back in, close out and reopen these settings and select the COM port that now appears.

Data Entry

To scan, click the Scan button in the Names search screen or the Involved Party search screen and insert the ID into the slot for the barcode (not the swipe) and pull the ID card out. This will register in the search.

If the person does not exist in your ARMS database, the screen will show no data, but you can click the "+ Add From Entered Info" button to add in the information. You may need to add any fields that were not provided in the ID scan.

If the person does exist in your ARMS database, then a screen will appear with the name it matches. You can then select that name from the list or choose to "Update From DL" to check the name. If you're going through the Case Report Involved Parties search then you can select the name to add the person as an involved party.