Step by step guide for using QRONITON for contact tracing at the Munich University of Applied Sciences

The contact tracing system QRONITON is available at the university to track those persons who participate in lectures or meetings in the premises of the HM. The following guidelines describe the functional scope as of 5.10.20.

Change history:

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<td>Version 30.9.20</td>
<td>Initial version</td>
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Overview of the function

The system makes it possible to store the data of those visiting a lecture hall or meeting room of the HM for contact tracing by the health authorities. The following data is stored:

- Name
- First name
- Phone number
- Postal code
- Duration of the stay in the specified room

The data is collected when the user registers in the system. This registration can be performed the first time you enter a room or in advance on your smartphone or PC.

The following describes how

- To register in the system just once
- You may enter a room after SCANNING a QR Code following registration
- You (preferably as a lecturer) can scan so-called offline codes of the participants without a smartphone and book them into the room
- You can generate offline codes if you do not have a smartphone to hand.

Registration of a user

Step 1:

You will be automatically redirected to the website hm.qroniton.eu when scanning the first QR Code with any SCAN app on your smartphone at the HM. However, this page can also be accessed directly and you can register in advance, so that you only have to enter the duration of your stay in the room when entering.

To start the registration process, press: START.

On the QRONITON page, please select "With Campus ID" and then press "OK".
Step 2:
First of all, select Hochschule München on the subsequent pages.

You can permanently save your selection (save and continue), then enter your user ID of your university user account (this is the same login as with other services such as moodle, Exchange Web App etc.). Attention: Some faculties also use other additional systems with their own user IDs, these do not work here!). Finally, please confirm the transfer of your data.

Step 3:
Your first and last name is displayed, please press OK >. Please add your telephone number, at which you can be reached by the responsible public health department in case of contact tracing, as well as the postal code of your place of residence (and consequently the responsible public health department). Then please press OK >. Select the item "User without Smartphone" only if you just want to perform a simple registration process on a PC, see Chapter Registration by generating an offline code on the PC (users without Smartphone).

This completes the registration process in the system. Continue with the next step:
Entering the area as a registered user
Entering the area as a registered user

Once you have registered on the website, your data will be retained if you permit WebStorage (if not available: cookies) in your browser. This means that when you return to the lecture hall to scan a QR Code, you are taken straight to the following page, on which you can enter the contact intensity (usually at a distance) and the planned duration of your stay directly.

The images at the top center indicate how long you have been booked into the room, the right image provides an overview of personal contacts, intensive contacts and scans performed.

The current number of people present in the room is displayed in the upper right corner of the contact scan (marked with an arrow, here 1). This is used to check whether the corresponding number is actually present in the room.

Registration including generation of an offline code on the PC (users without Smartphone)

This chapter is aimed at users without a smartphone. When registering, access the hm.qroniton.eu page, you will be taken to the qroniton page, press START there. On the registration page, select "With Campus ID" and OK>, select Hochschule München on the DFN page and log in using your university ID via Shibboleth.
After logging in, your first and last name will be displayed on the QRONITON page, please add your telephone number as well as the postal code of your place of residence on the next page and then select the item "Users without Smartphone" (marked with arrow). You can enter a PIN. We recommend this so that no one else can register in a room with your offline code. The next step is to generate the offline code displayed, which you can print on paper or pdf on your PC and then show it to the tutor upon entering the room for scanning and registration in the room.
Scanning of an offline code of a user without smartphone

This process should preferably be carried out by tutors.

Go to the QRONITON page on the website of your smartphone as shown below and press "Scan". Then allow access to your camera. Scan the offline QR Code that the student prints out or brings along as a pdf file on their laptop.

On the following "QR Link" page, please select "Link" under further functions and enter the PIN of the code owner, if applicable (if the owner of the offline code assigned a PIN when the code is generated). Then select the length of stay in the room.

Usage of a room with missing QR code (personal meetings)

The following steps demonstrate how to create a personal QR Code that can be used as the basis for meetings of several people in a room (e.g. if no QR Code is present in a room).
The first person retrieves the page hm.qroniton.eu with their own smartphone. If there has been no registration yet, the user has to register first (as described under "Registration of a user" above).

The pictures above show how a personal QR Code can be generated, this code is valid for 24h. In this case:

- Select the "My QR Code" field
- and assign a PIN and generate the personal QR Code.

Other people can then scan the personal QR Code and follow the link in the browser. If the user is not already registered in the system, registration must be made as described above under "Registration of a user" upon first use, otherwise the contact information can be stored directly, with specification of the time period, as shown below. You may need to enter the PIN code of the person who generated the original personal QR Code.

We recommend that the first person who generated your personal QR Code also records all other people using the personal QR Code in line with the same model.

If this is not (no longer) possible (e.g. first person leaves the room, battery empty, ...), a second person, who is already registered for the current contact/room, can in turn generate a personal QR Code and register additional persons.

We welcome any feedback/improvement suggestions for the guidelines zentrale-it@hm.edu.