VacciFiler

Keep a securely stored electronic copy of Covid-19 Vaccination Record Cards for you and you family.

Application Help Guide

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Foreword

*The main purpose of this app is to enable the user to create and maintain a digital Folder of **Covid-19 Vaccination Cards** securely stored locally on an Apple iPhone, iPad, or iPod touch device.*

The digital Folder can contain user defined text and images for the device owner and related family members.

These record cards can be safely presented by the device owner for identification or proof of Covid-19 vaccination.

All information supplied by the user is stored locally on the device and kept private, not being exposed by the app to any other app or web-based entities. No internet connection is required to use the app.

Contents

I. Overview

'**VacciFiler**' securely manages **Covid-19 Vaccination Record Cards** in digital form for back-up retention and on-demand personal identification purposes.

Also, a **Covid-19 Vaccination Record Card** can be promptly displayed by the device owner to present vaccination credentials of other family members.

For obvious security reasons, **Covid-19 Record Card** functions require that the device Owner activated the app login protection feature.

NOTE: The app does not depend on being connected to the Internet, or a Local Area Network (LAN) and can be used in Airplane Mode.
All user-data is securely stored locally on the device and access-protected with owner configured password and/or a biometric type authentication method (e.g. Touch ID, Face ID).

'**VacciFiler**' is developed as a universal app, targeted for iPhone, iPad, or iPod touch devices.
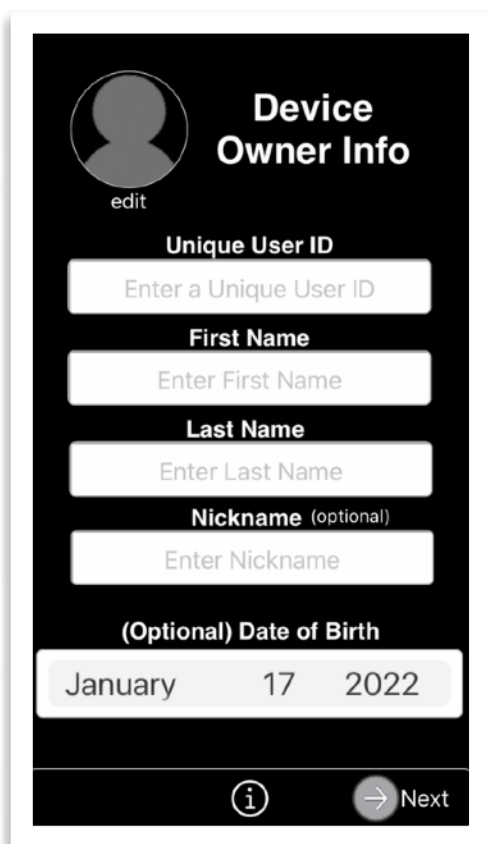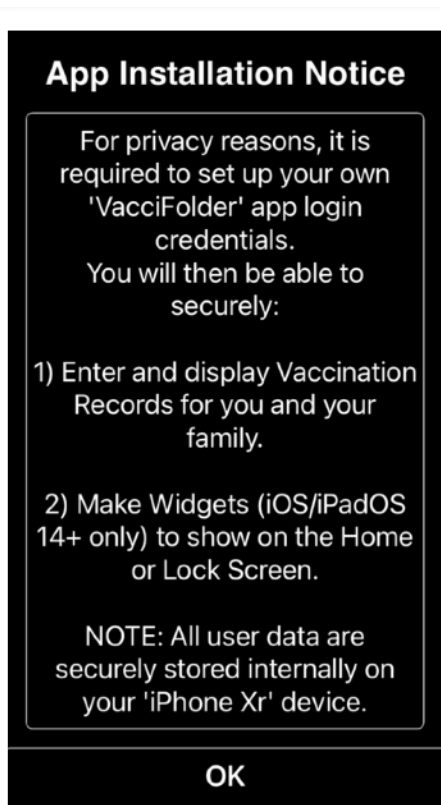iOS 12.0 (and later) must be deployed on the device to install the app from the App Store.

II. <u>App Installation</u>

 '**VacciFiler**' app is downloaded from the Apple App Store directly onto the owners device, running iOS/iPadOS version 12.0+. The app is specifically designed to only function on iPhone, iPod touch, iPad, or Mac (M1+ Apple silicon) units without requiring any network connectivity.

The app will start in preparation for initializing the operational environment by requesting authentication credentials from the device owner. Certain start-up views will be displayed to guide through the setup process.

The following example screen shots represent the installation sequence on an iPhone XR.

App Installation Notice

For privacy reasons, it is required to set up your own 'VacciFolder' app login credentials.
You will then be able to securely:

1) Enter and display Vaccination Records for you and your family.

2) Make Widgets (iOS/iPadOS 14+ only) to show on the Home or Lock Screen.

NOTE: All user data are securely stored internally on your 'iPhone Xr' device.

OK

'VacciFiler'
Activation on your:

iPhone Xr

Version: 2.3

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ⓘ   → Next

App Installation Steps

⊙ Define the Device Owner

⊙ Configure your Login Credentials

⊙ Enter your Vaccination Data

→ GO!

Device Owner Info

edit

Unique User ID

Enter a Unique User ID

First Name

Enter First Name

Last Name

Enter Last Name

Nickname (optional)

Enter Nickname

(Optional) Date of Birth

January   17   2022

ⓘ   → Next

Person ID:
Assign a Person ID to uniquely identify the owner of a Vaccination Record (minimum of 5 characters)

First/Last Name:
The Owners First and Last Name

Nickname:
The Owners Nickname (optional)

Date of Birth:
The Owners DoB (optional)

The Information is used by the app to associate an imported image of a vaccination document

to be sufficient for authentication purposes.

To prevent unauthorized access to the features of the '**VacciFiler**' app, you need to provide the following-

Password:
Minimum of four Characters

Security Question:
Pick one of the presented options.

Security Answer:
This is your response that is assigned to the Security Question.

IMPORTANT: The security Question/Answer pair is required in case you wish to change or recover the app login password.
If the login password cannot be recovered, then the only way to re-enable access to the app features is by deleting and re-installing the app from the App Store, resulting in the loss of data.

Upon completion of the setup procedure, the user is presented a login screen to authenticate in order to open the app for general use.

The initial screen will enable the device owner to add the first Covid-19 Vaccination Record information into the app database by tapping the 'Add New Record' list entry. Touching the 'My Folder' heading will display a general information view, while tapping the 'Person' icon allows for changing the image.
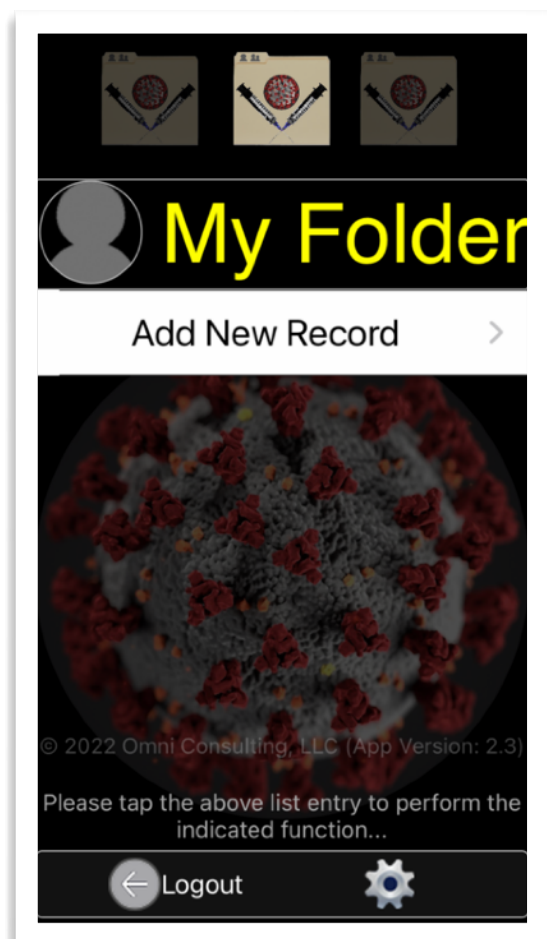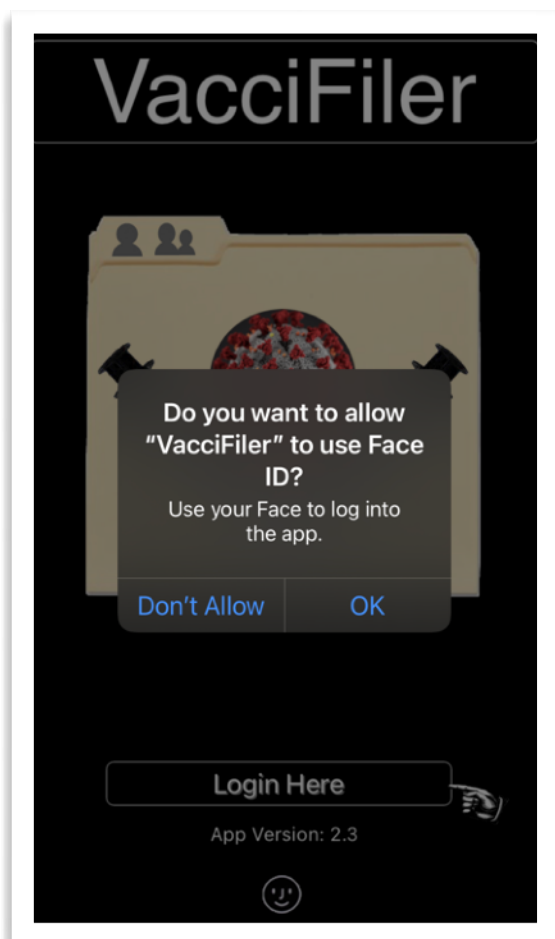
III. Privacy and Data Protection

All data collected to meet the functional objectives of this app ('**VacciFiler**') are securely stored internally on your device and *not* uploaded to a remote server, iCloud, or any other Internet-based repository/service.

There is no '**VacciFiler**' Cloud**.**

There is no **registration** by forcing you to set up an account with the app developer (**Omni Consulting, LLC**)**,** or registering any of your **Covid-19 Vaccination Card** data.

There is no **Profiling**. Neither **Apple** nor the app developer can see any of the information that is entered by you.
Recording and analyzing data is not the developers business model. We fully support the privacy initiatives spearheaded by **Apple**, and therefore publish '**VacciFiler**' exclusively on **iOS, iPadOS, and macOS (with Apple silicon)** platforms.

Users can manage their data in confidence being assured that their information is kept private on the device on which the app is installed from the **Apple App Store**.

The user can control the apps' iOS Privacy settings based on certain functions to be performed. Typical allowed features include access to:

1. *Camera to take a photo of an original Vaccination Card for import into the app localized data base*
2. *Photos* to retrieve an existing Vaccination Card image already stored on your device
3. *Face/Touch ID* to allow quick and secure app authentication
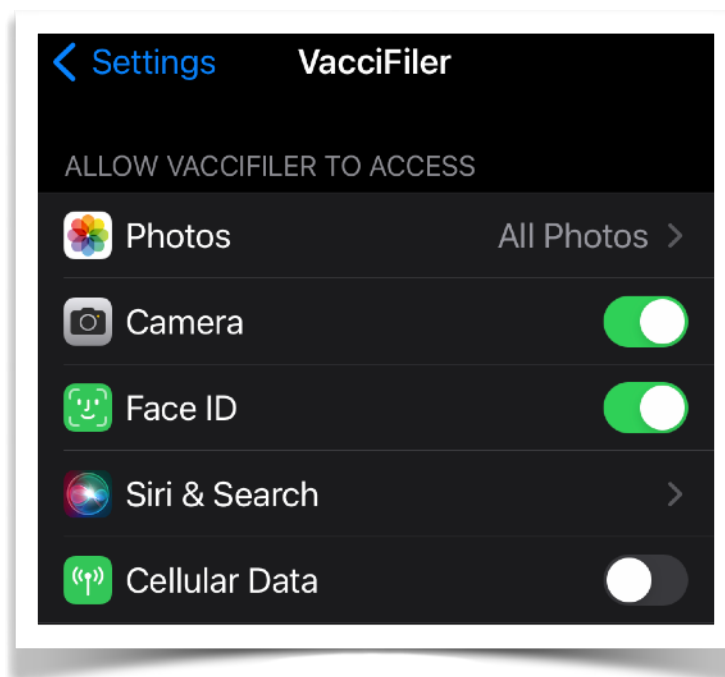
Devices running iOS V14+ and supporting Long-press and/or 3D Touch gestures, when applied on the app icon of the Home Screen, will project the owners digital Vaccination image in Widget appearance.

Access to the app features requires authentication by means of user log-in credentials from the Dashboard.

IV. <u>Covid-19 Vaccination Records</u>

A. <u>Add New Record</u>
B. <u>List/Edit Record</u>
C. <u>Show Widget</u>

Overview

The app allows for the registration and secure storage of **Vaccination Record Cards** based on Covid-19 vaccination documentation received by the device owner.

Multiple Record Cards can be entered per person, corresponding to the number of Covid-19 vaccinations that were administered.

The user has the option to display a Covid-19 **Vaccination Record Card** for identification purposes.

The device owner may also create a widget for display on the device Home Screen (requires iOS 14+), and/or show the Record Card image via a short-cut option by pressing the app icon.

Vaccination Record data management is separated by two virtual Folder Categories:
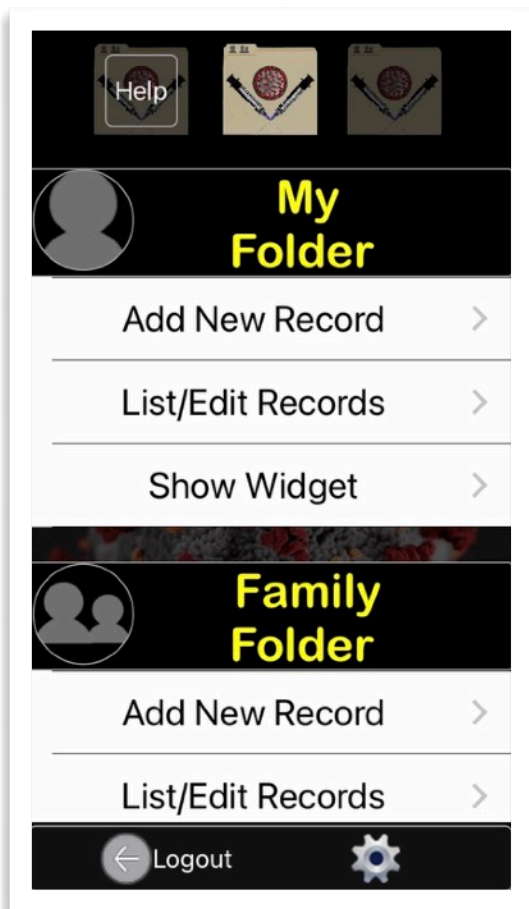
1. My Folder
This folder is used to store information specifically related to the owner of the device on which the app is installed, or the primary user of the app who also received a Covid-19 vaccine/ booster dose.

2. FAMILY FOLDER
This folder, if applicable, is intended to store information for any other family members who also received a Covid-19 vaccine/booster dose.

The following functions are available, differences between the two Folder classifications are indicated:

A. Add New Record
Enables one to register one or more Vaccination Record Cards, depending on the number of documented vaccinations that were administered.

When creating a digital form of a **Covid-19 Vaccination Record Card,** certain information must be provided by the user, such as:

• The type of Covid-19 vaccine that was administered.

The following are supported for user selection:
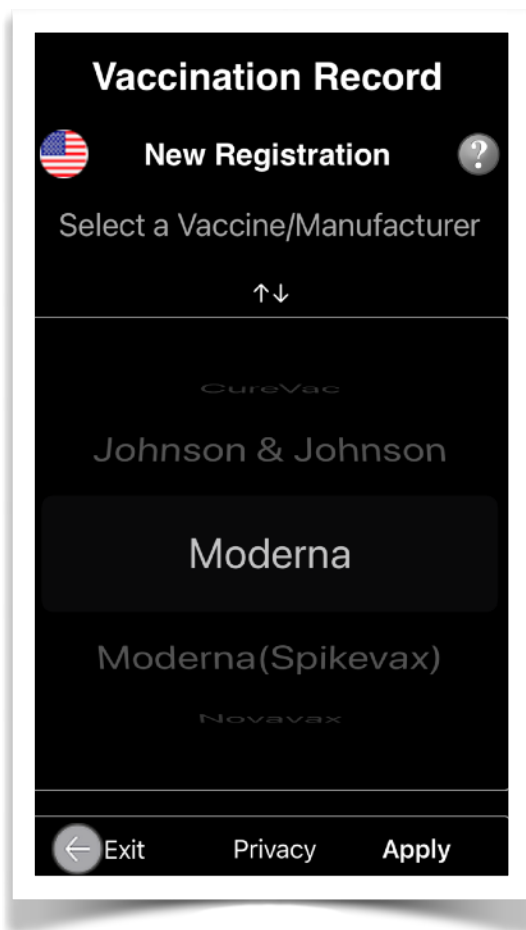
AstraZeneca
Johnson & Johnson
Moderna
Moderna (Spikevax)
Novavax
Pfizer-BioNTech
Sanofi-GSK
Covid-19 Other

• In the event where a new Vaccination Record is added for a **Family Member**, that member must either be selected from a drop-down menu, or if non-existing, defined first to the app database.

Vaccination Record Owner Assignment

Please make your selection ↑↓

New Vaccination Record Owner

Add a Family Member Record

Back   Next

Vaccinated Person Info

edit

Unique User ID
rosita

First Name
Rosemary

Last Name
AppleBee

Nickname (optional)
Rose

(Optional) Date of Birth
October   28   2008

Back   ⓘ   Next

Quick Tips
Make your digital Vaccination back-up Record

Step 1
Select the Vaccine you we...

Vaccination Record Owner
The Vaccination Record User ID will be 'rosita'.
(Rosemary AppleBee)

Do you wish to continue with this selection?

Cancel   Yes

Enter important Vaccination Card Data

⊗   Step 1

• An image of the original proof of Covid-19 vaccination.
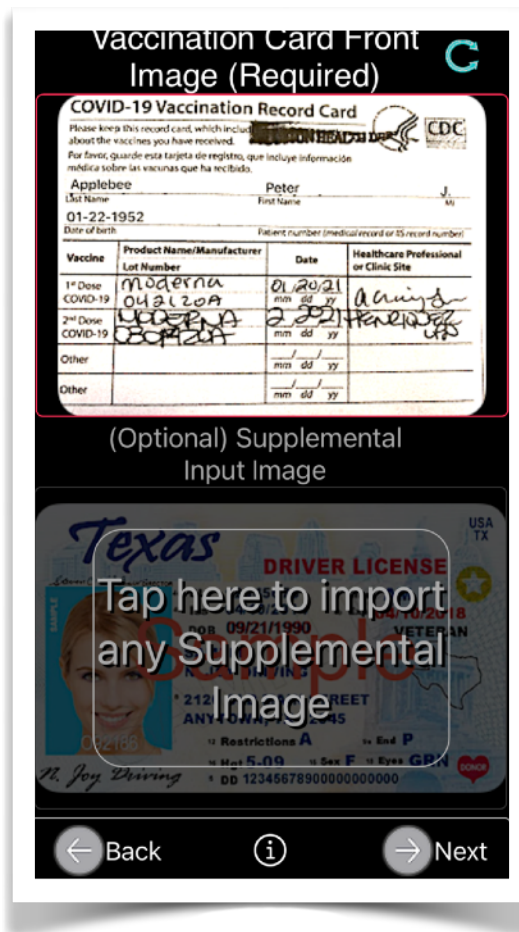
As a minimum requirement, import the Source Document front image by either taking a picture with the device camera, or selecting an existing image from the Photo Library.

A supplementary secondary image, such as a drivers license, may also be imported for additional personal identification.

Tap on either placeholder image to initiate the import function.

After each import, if required, use the top right Rotation Icon above the respective image view to change the orientation.

● Details extracted from the original Vaccination Record Card.

1. Select which dose of the vaccination you are describing (First, Second, or Booster).

2. Input the most recent date of the vaccination dose indicated on the official source document. Select the

Month, Day, and Year of the date field located at the center of the page.
Additional optional input data is recommended:

3. Based on the Product/Manufacturer shown on your Vaccination Card, enter a Lot or Batch Number.

4. Enter the place or organization where you received the vaccination.
Optional input, if left empty, will be replaced with 'TBD' (To Be Determined).
You can update that information at a later time from within the 'List/Edit Record' entry located on the 'Vaccinations Folders' main app page.
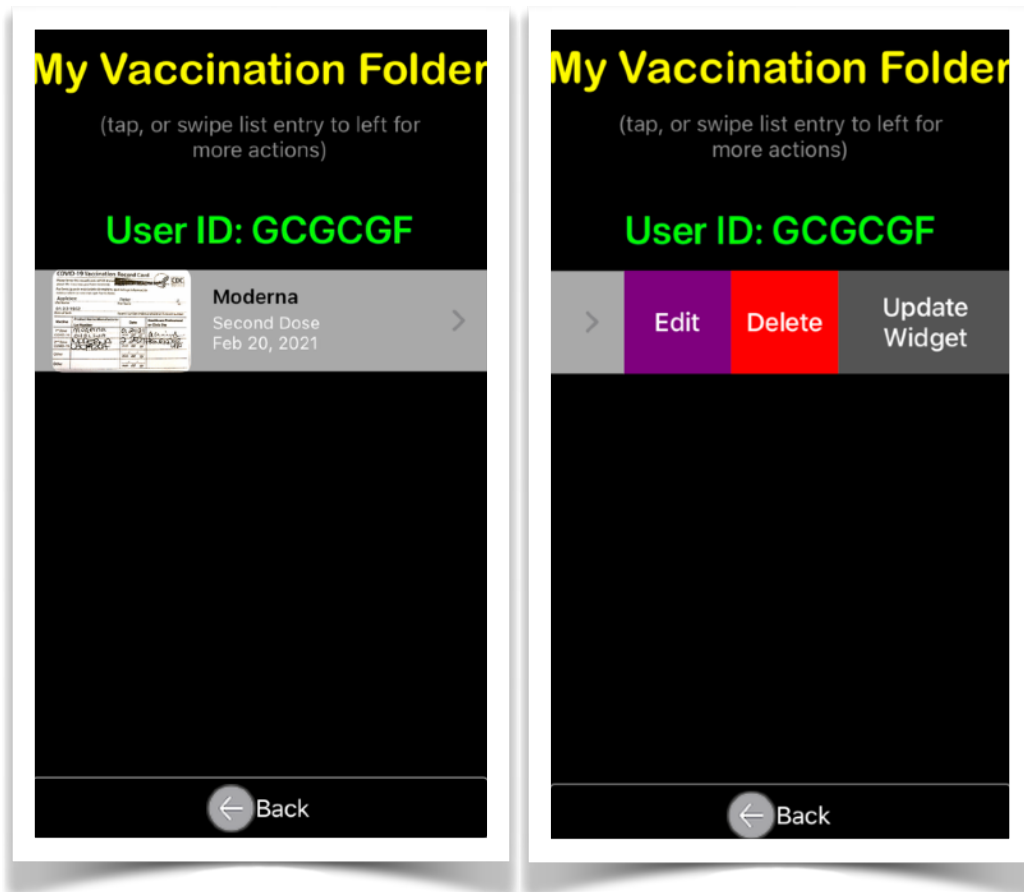
NOTE: The combination of the input data provided will form a unique electronic item of a Vaccination Record. Multiple Vaccination Card entries per person are allowed.
Duplicates, however, are not.

B. List/Edit Record

Lists **Covid-19 Vaccination Records** belonging to either just the device owner or all family members.

Additional actions, such as 'Edit', 'Delete', and (for device owner) 'Update Widget', can be performed when selecting/ swiping a given entry on the displayed list.

Tapping a list entry will display a persons Vaccination Record. If multiple Vaccination Records are on file by a user, then the view allows for scrolling through all the respective entries. A given Vaccination Record image can also be exported by invoking the built-in iOS action functions.

C. Show Widget

Will display an image of the **Covid-19 Vaccination Record** Widget on the screen.

Only the device owner will have a Widget shown here and can also be reconfigured under the apps' Preferences section to be stored on the Lock or Home screen of your device.

NOTE: 'Widgets' features are only applicable for devices running iOS/iPadOS 14+.

V. <u>Preferences</u>

A. <u>App Feedback</u>
B. <u>App Privacy</u>
C. <u>Status Bar</u>
D. <u>Backup/Restore</u>
E. <u>Login Credentials</u>
F. <u>Lock/Home Screen Widget</u>
G. <u>Show Quick Tips</u>
H. <u>Face/Touch ID</u>
I. <u>Access Security Sentinel</u>
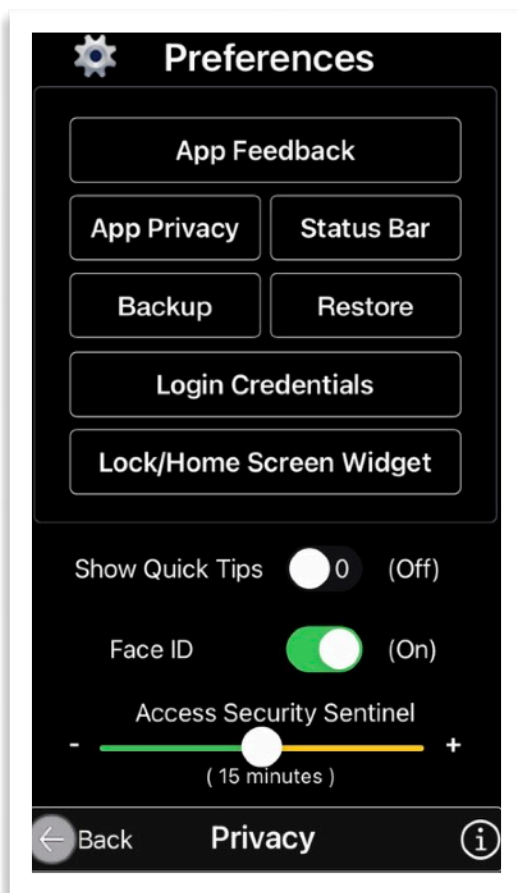
Allows for the configuration of several app-wide behaviors.

A. App Feedback

Transfer constructive feedback and suggestions to our developers via the Apple App Store.
Your comments will be reviewed by our team to improve the functionality of the app in upcoming releases.

The device has to be connected to the Internet in order to perform this function.

B. App Privacy

Displays the current iOS privacy settings related to app **'VacciFiler'**.
The user can change the settings based on certain features to be performed by the app.

C. Status Bar

The status bar for your device can be hidden or displayed at the top of the apps' views based on your personal preference.

D. Backup/Restore

The VacciFiler database contained within the app can be exported as a backup file either through File Sharing, or via other iOS Actions.

The Backup and Restore functions can be accessed from the apps' Preferences view.

Note that some temporary back files will be generated automatically in the background, such when Vaccination Items are deleted or before a VacciFiler database is restored.

Backup files are securely encoded utilizing proprietary algorithms to prevent unauthorized access when exported outside the '**VacciFiler**' app.

Please be aware that a backup file can only be restored by the user authenticating with the same password that was in effect when the backup was created.

NOTE: When a backup file is restored, the internal app database and settings are replaced. There is no data synchronization.

Backup Function

When a user requests a backup, the system offers the option to generate a file for export to be accessed via iTunes/macOS File sharing or other available iOS Actions (such as email attachment, Files storages, etc).
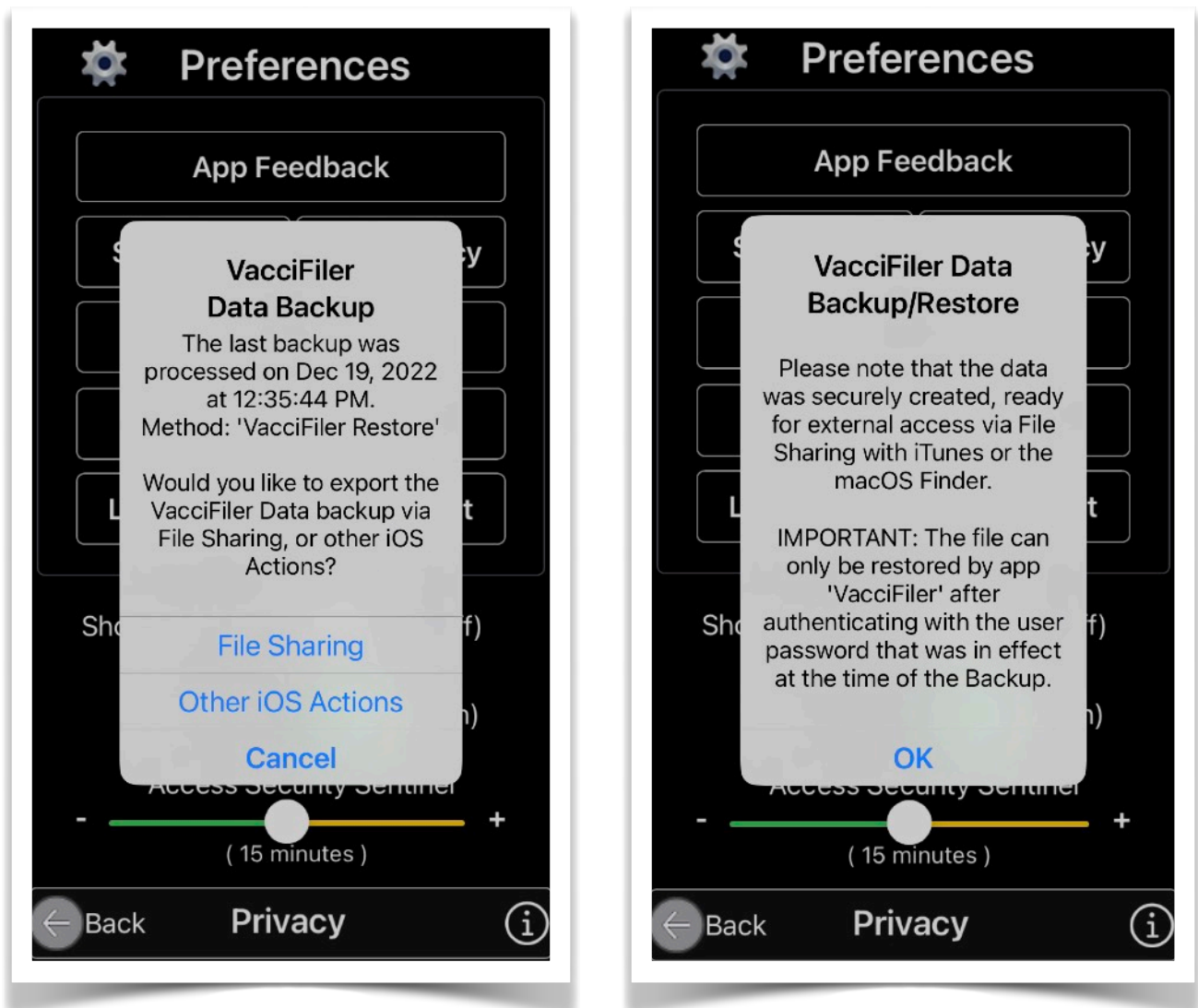
The exported file has a Date/Time-stamped name with an .vflbk extension.

Restore Function

For privacy reasons, you first have to enter your current app password in order to access the Backup File Restore Function.
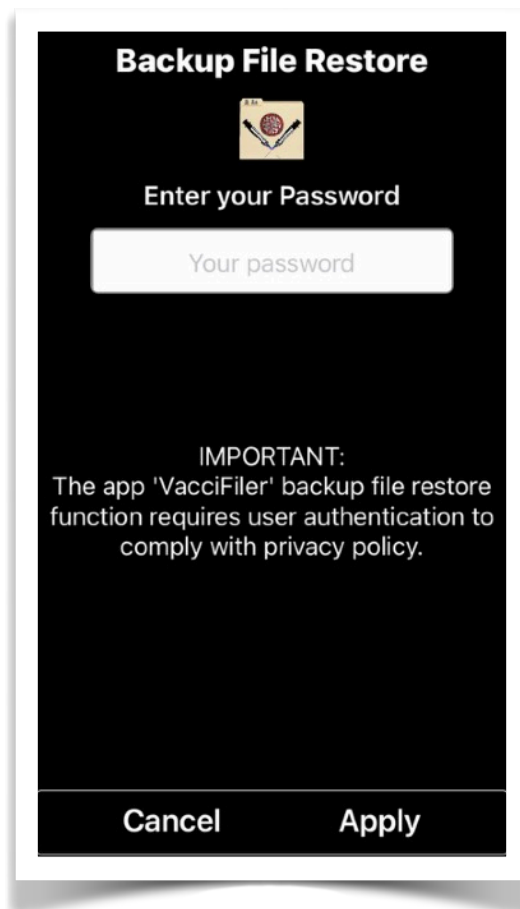
Invoking the Restore button will display a list of available files for maintenance as well as restoration into the **'VacciFiler'** app.
This list can hold a history of up to ten (10) copies of backup file identifiers.

A list entry with a Checkmark indicates the most recently created backup file.
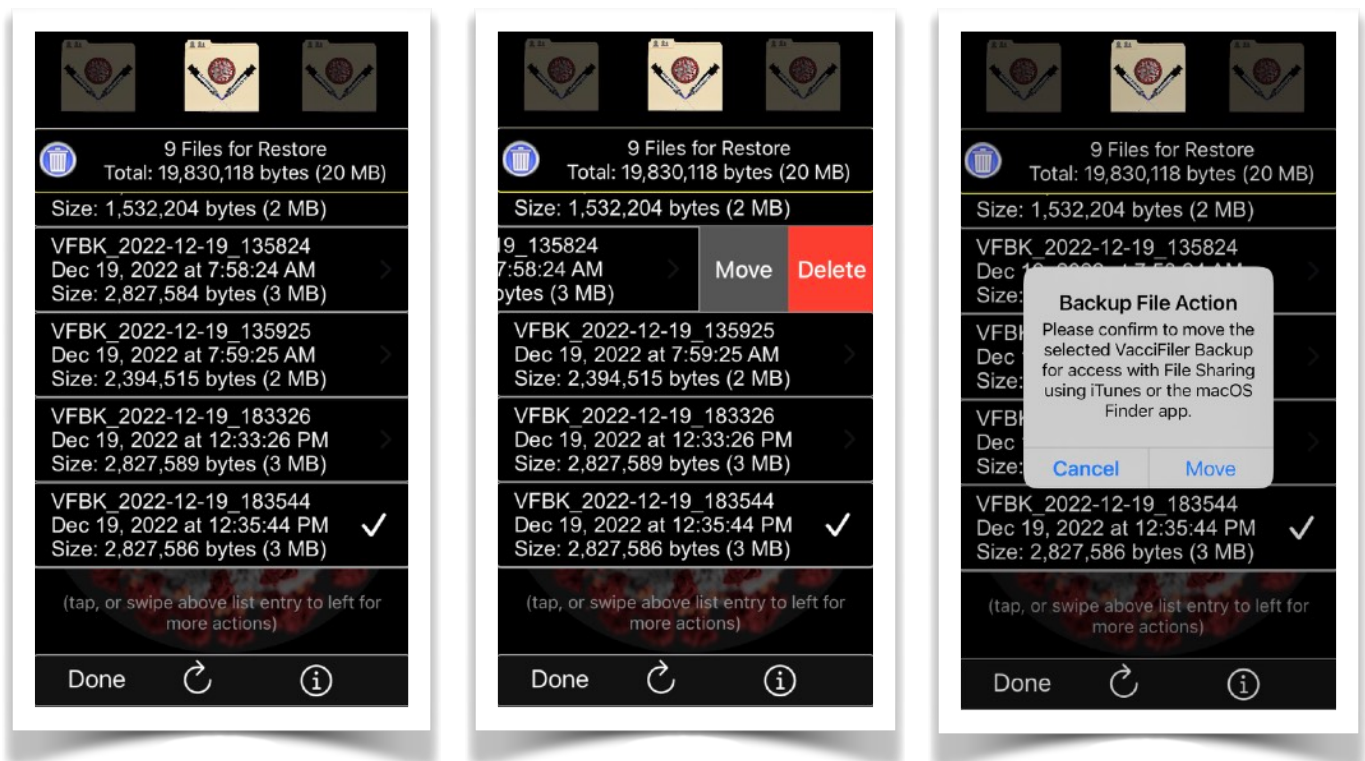
The list of restore files can be selectively deleted or moved for external access via File Sharing using the iTunes or macOS Finder app.

Before a selected file is restored (and replacing the live VacciFiler database and user settings), a copy of the current database is automatically saved first and added to this list for available future restoration.

When a backup file is added to the history list, and the maximum number (10) of list entries has been reached, the oldest file is permanently removed first to prevent exceeding the limit of the list.

A backup file consists of an alpha preamble plus the date and time of creation.

A preamble of 'FVBK_' indicates a file which is directly accessible internally by the 'VacciFiler' app or imported from an external input source (e.g. email attachment, etc).
Whereas a preamble of 'VFBKFS_' denotes a file which is accessible internally by the 'VacciFiler' app as well as via File Sharing with iTunes or the macOS Finder access procedure.

A backup file can be securely imported on any iOS/iPadOS device running the '**VacciFiler**' app.

The password that was in effect at the time when the backup file was created needs to be provided for authentication purposes.
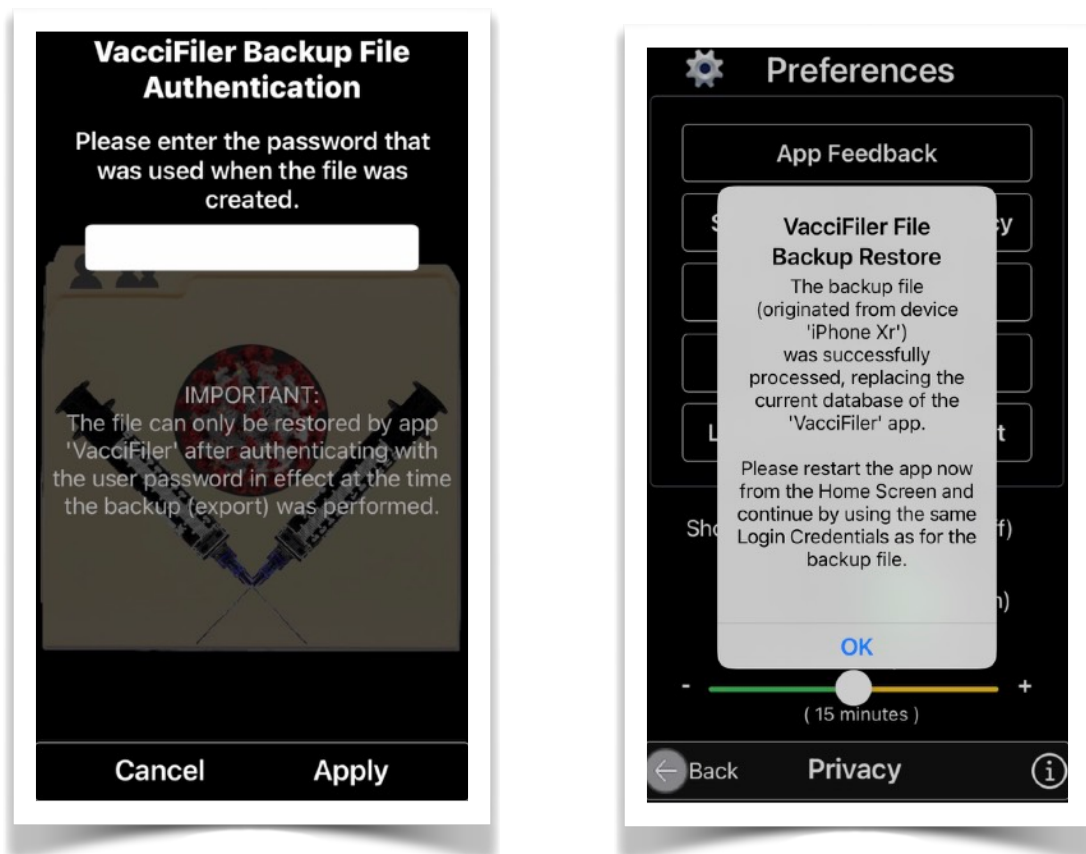

Upon successful importation of the backup database, the user needs to exit the application and restart the **'UberVault'** *app from the Home Screen to continue normal operation, using the same login password.*

NOTE: *A local push notification will alert the user if the* **UberVault** *database was modified but not externally backed up within a certain time frame.*

E. Login Credentials

Update the login information in order for the app to be used securely. For privacy reasons, you first have to enter the current app password in order to access this feature.
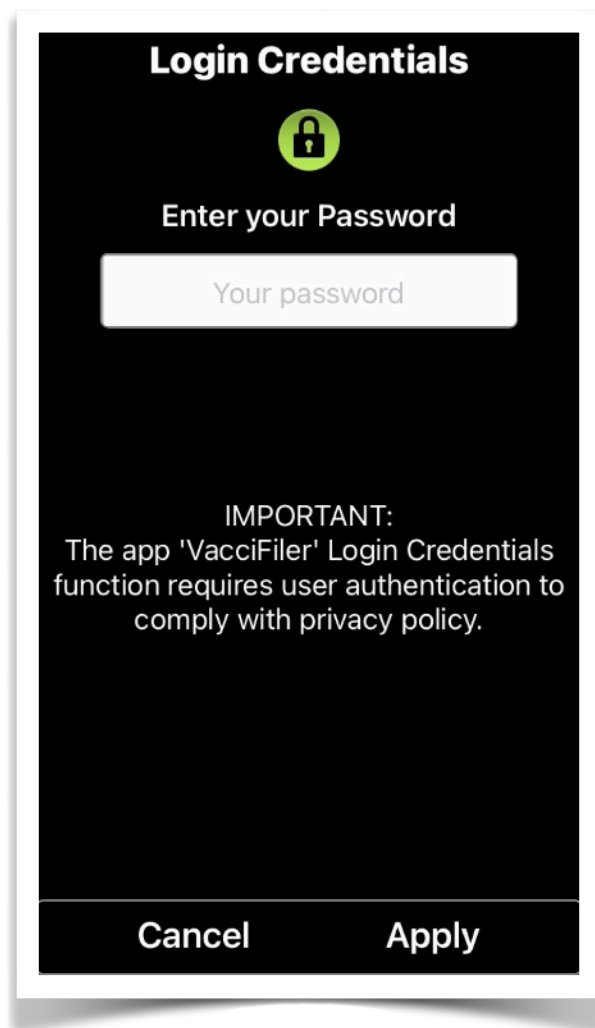
To prevent unauthorized access to the features of the '**VacciFiler**' app, you need to provide the following:

Password
Minimum of four Characters

Security Question
Pick one of the presented options from the Drop-down view.

Security Answer
This is your response that is assigned to the Security Question

IMPORTANT: The security Question/Answer pair is required in case you wish to change or recover the app login password.
If the login password cannot be recovered, then the only way to re-enable access to the app features is by deleting and re-installing the app from the App Store, resulting in the loss of data.

Please perform regular device data back-ups in case a restore is ever needed.

F. LOCK/HOME SCREEN WIDGET

Users running the '**VacciFiler**' app on devices with version iOS/iPadOS 14+ can configure one large sized widget for prominent display on the Home Screen and/or the Lock Screen (Select Settings—>Face ID & Passcode—>[enter your passcode]—>ALLOW ACCESS WHEN LOCKED:—>Today View).
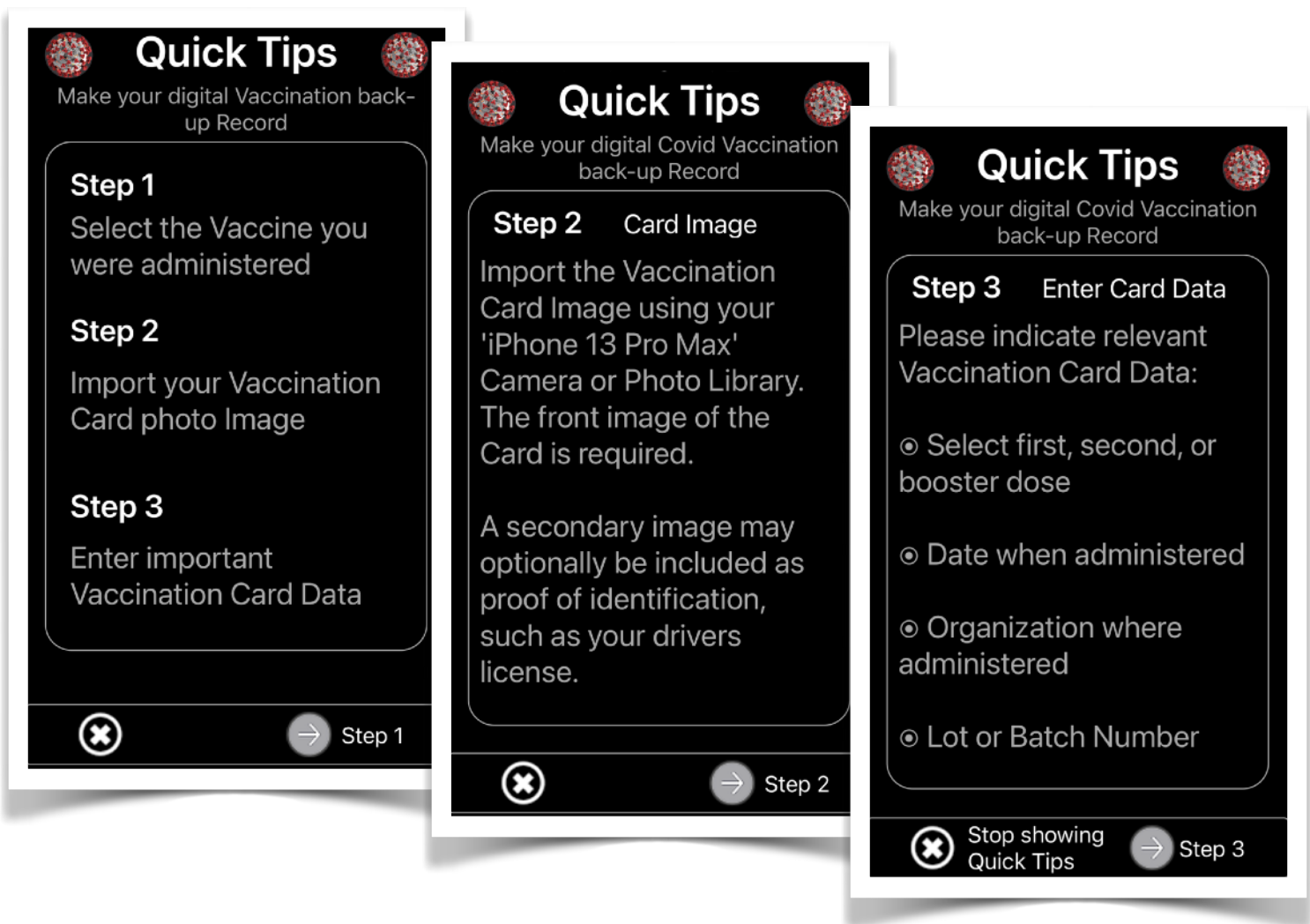

Touching a widget on a Lock or Home Screen will cause the '**VacciFiler**' app be launched.

G. SHOW QUICK TIPS

When selected to ON, will display app usage tips at certain phases during user data input.
The tips can be turned off once the user is familiar with the basic app operating methods.
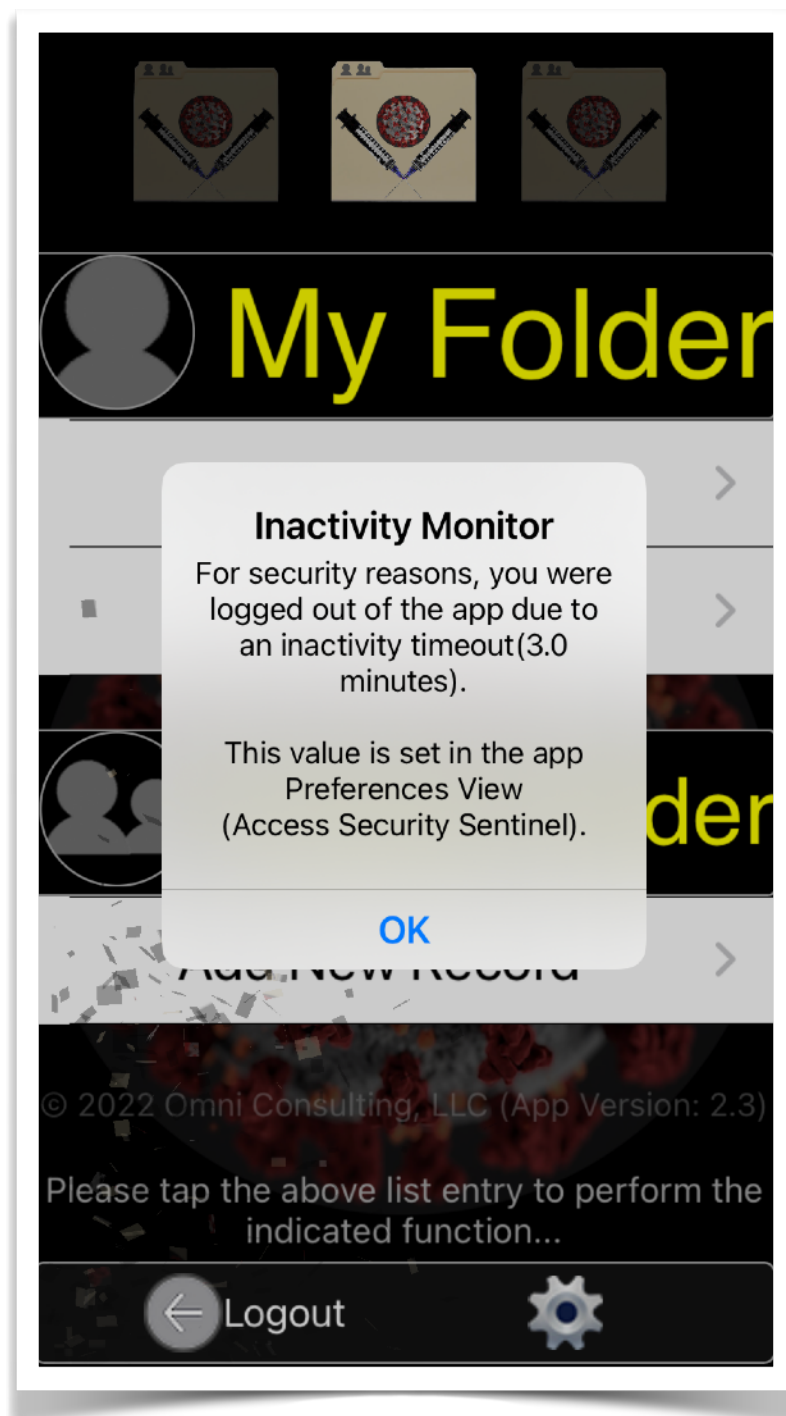

H. FACE/TOUCH ID

If this switch is set On, for devices having the built-in hardware feature, will use it to authenticate the user to log into the app.
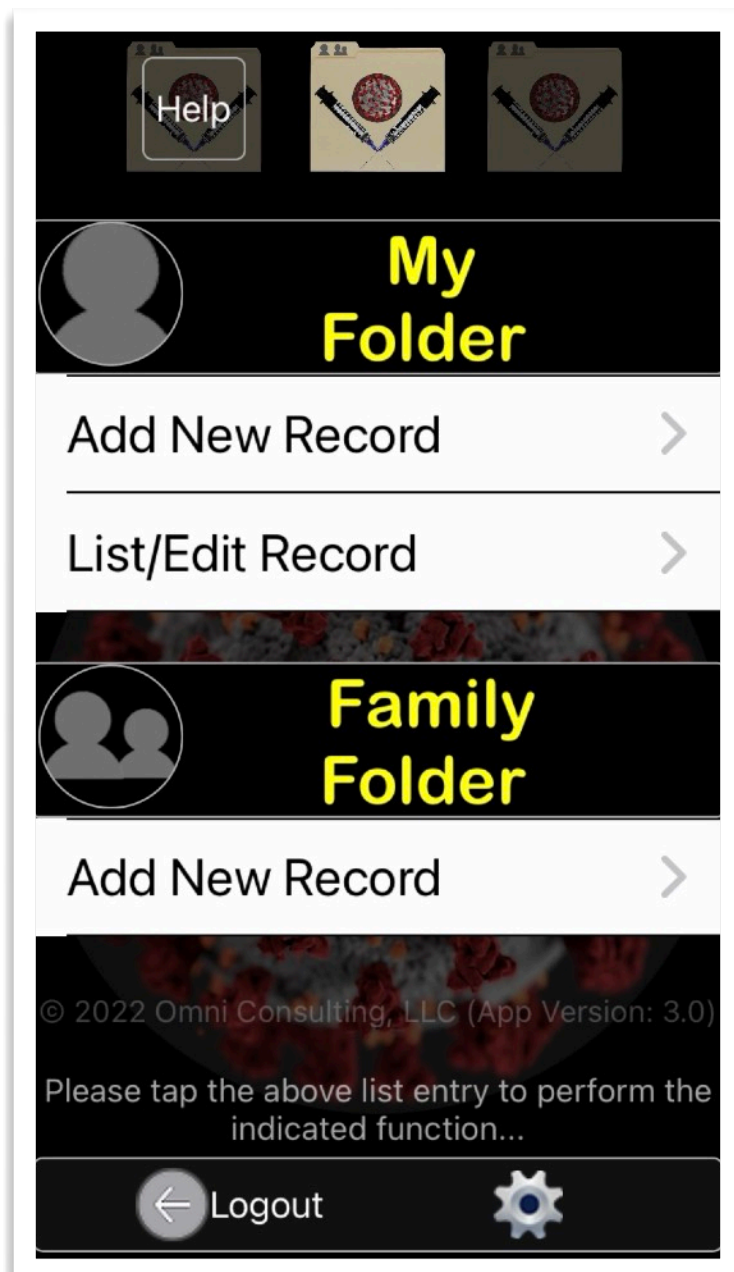
I. ACCESS SECURITY SENTINEL

The Access Security Sentinel causes the app to automatically log out after a user-set inactivity period.

VI. <u>App Help Guide</u>

The App Help Guide will be displayed in a PDF view which offers user-friendly search, copy, and document sharing options.
Tapping the 'Help' button at the top left side of the view will launch the in-app Help Guide.

This example displays a version of the App Help Manual. The bottom of the view allows to show/hide the document side bar, search and page navigation functions, as well as iOS user actions which allow for the external transfer of the manual.