

MRM-Strike Forms Tutorial

Picket Captains and QR codes



Hi again, this tutorial is for the Chairpersons, Picket Captains and National Representatives. It will cover how QR codes are being used in MRM to manage your strike.

What is a QR code?

A QR code, short for quick-response code, is a type of two-dimensional matrix barcode invented in 1994 by Masahiro Hara of the Japanese company Denso Wave for labelling automobile parts.



Source: Wikipedia

It's a pretty neat invention and allows us to do various things like signing in and out of a picket shift.

QR codes and MRM-Strike Forms

They work in 2 ways:

1. There will be a printable QR code that members will scan at the beginning and end of their picket shifts to sign in and out.
2. Each member has been assigned a unique QR code that Picket Captains can use to scan members in and out.

One of your duties as Picket Captain is to print out the QR code, help members sign in and out and verify and sign Form E – Daily Report and Strike Pay Tally for each shift.

Let's begin by showing you how to print the QR codes for the picket line.

Printing QR codes

The screenshot shows the CUPE-SCFP dashboard. The left-hand menu has a red box around the 'Strikes' option. The main content area displays 'Tuan's Strike Demo' with an 'Active' status. Below this, there are fields for 'Local Union #', 'Employer', and 'Strike Commencement Date'. A table titled 'Local strike benefits committee structure and position' lists members: Sharon (Chairperson, Strike Benefits Committee), Pat (Picket Captain), Britany (Trustee), and ABIGAIL (Trustee). Each member has an associated email address.

Name	Position	Email Address
Sharon	Chairperson, Strike Benefits Committee	cupeocalTestChair@gmail.com
Pat	Picket Captain	cupeocalTestPicketCapt@outlook.com
Britany	Trustee	cupeocalTestTrustee@outlook.com
ABIGAIL	Trustee	cupe-localTestTrustee@outlook.com

When you login to MRM, you should arrive at your dashboard. Click on Strikes on the left-hand menu.

Printing QR codes

CUPE-SCFP *** TEST SITE *** Pat

Minimize

Strike Forms

Dashboard

Strikes

Manage Members

My Timesheets

Strike Calendar

Strike Locations

Scan QR Code

Show my QR Code

Daily Report and Strike Pay Tally < Add >

	Week Number	Local Union Number	Report [284]	Start Time	End Time	Picket Captain	Location Name	Address	Members	Status
☐	4	2843	09-Feb-2026	08:30 AM	12:30 PM	Pat	Head Office	123 Main St.	1	Pending
☐	4	2843	09-Feb-2026	12:30 PM	04:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	4	2843	09-Feb-2026	08:30 AM	12:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	4	2843	09-Feb-2026	12:30 PM	04:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	4	2843	10-Feb-2026	08:30 AM	12:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	4	2843	10-Feb-2026	12:30 PM	04:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	4	2843	10-Feb-2026	08:30 AM	12:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	4	2843	10-Feb-2026	12:30 PM	04:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	5	2843	11-Feb-2026	08:30 AM	12:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	5	2843	11-Feb-2026	12:30 PM	04:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	5	2843	11-Feb-2026	08:30 AM	12:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	5	2843	11-Feb-2026	12:30 PM	04:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	5	2843	12-Feb-2026	12:30 PM	04:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	5	2843	12-Feb-2026	08:30 AM	12:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	5	2843	12-Feb-2026	12:30 PM	04:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	5	2843	12-Feb-2026	08:30 AM	12:30 PM	Pat	Strike Headquarters	456 Union Street	0	Pending
☐	5	2843	13-Feb-2026	08:30 AM	12:30 PM	Pat	Head Office	123 Main St.	0	Pending
☐	5	2843	13-Feb-2026	12:30 PM	04:30 PM	Pat	Head Office	123 Main St.	0	Pending

© - CUPE

This will take you to the Form E Summary page that looks like this. Find the first shift in the strike you are responsible for.

Printing QR codes

	4	2843	09-Feb-2026	08:30 AM	12:30 PM	Pat	Head Office	123 Main St.	1	Pending
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Here is that same entry close up. You need to click on the QR code logo.

Printing QR codes

QR Code

DAILY REPORT DATE

09-FEB-2026

Location

Head Office

Address

123 Main St.

Shift

Start Time

08:30 AM

End Time

12:30 PM



Print

Done

When connected to a printer, click Print. Feel free to do this for all your shifts for the week and have a few copies on hand to display at the picket line.

Scanning QR codes – PC

CUPE-SCFP TEST SITE

Strikes Strike L 2843 Daily Report List

Daily Report and Strike Pay Tally - Form E

Print as many copies of this blank form as needed.

Local Union No. Name of Employer Town/City Province

[Blank Report](#)

Form E Pending
 Form F Completed
 Locations
 Shift Schedules
 Manage Strike Committee

Daily Report and Strike Pay Tally [Add](#)

	Week Number	Local Union Number	Report Date	Start Time	End Time	Picket Captain	Location Name	Address	Members	Status
	4	2843	09-Feb-2026	08:30 AM	12:30 PM		Head Office	123 Main St.	1	Pending
	4	2843	09-Feb-2026	12:30 PM	04:30 PM		Head Office	123 Main St.	0	Pending
	4	2843	09-Feb-2026	08:30 AM	12:30 PM		Strike Headquarters	456 Union Street	0	Pending

If a member is having a difficult time signing in or if they do not have a mobile phone, you can scan their QR code from a computer or your cell phone.

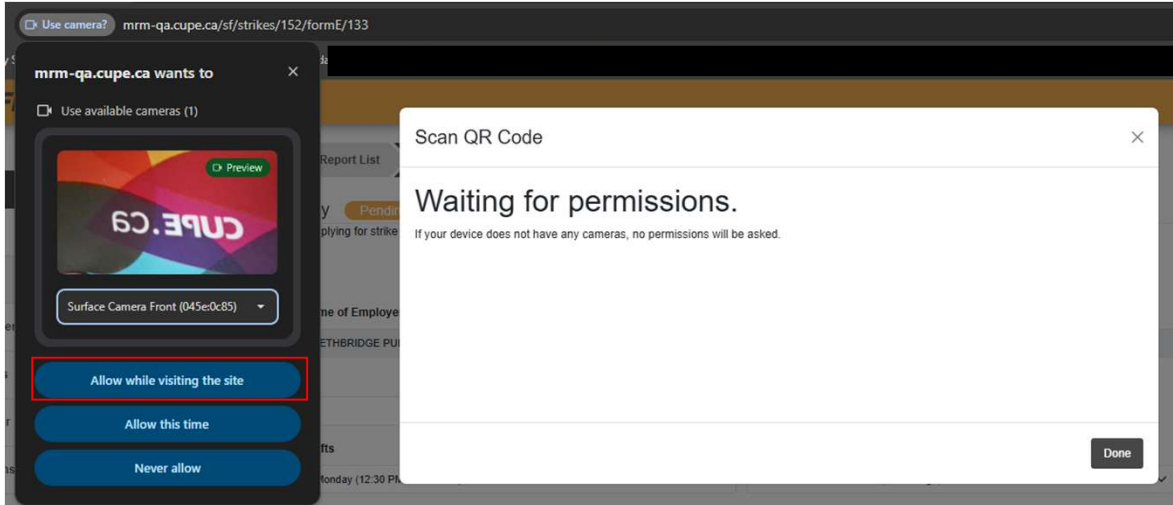
From a computer, navigate to Form E and the current shift you are Picket Captaining and click on the Details button to the left of the QR code.

Scanning QR codes – PC

The screenshot shows the CUPE-SCFP web application interface. The top navigation bar includes the CUPE-SCFP logo and a user profile icon. The left sidebar contains a menu with options like 'Strike Forms', 'Dashboard', 'Strikes', 'Manage Members', 'My Timesheets', 'Strike Calendar', 'Strike Locations', 'Scan QR Code', and 'Show my QR Code'. The main content area is titled 'Daily Report and Strike Pay Tally' and includes a 'Scan QR Code' button. Below this, the 'Timesheet' section is visible, showing a table with columns for 'Name', 'Type of picket duty or other assigned duties', 'Time In Capture Type', and 'Time Out Capture Type'. The 'Scan QR Code' button is highlighted, and the 'Scan using camera' option is selected in the dropdown menu.

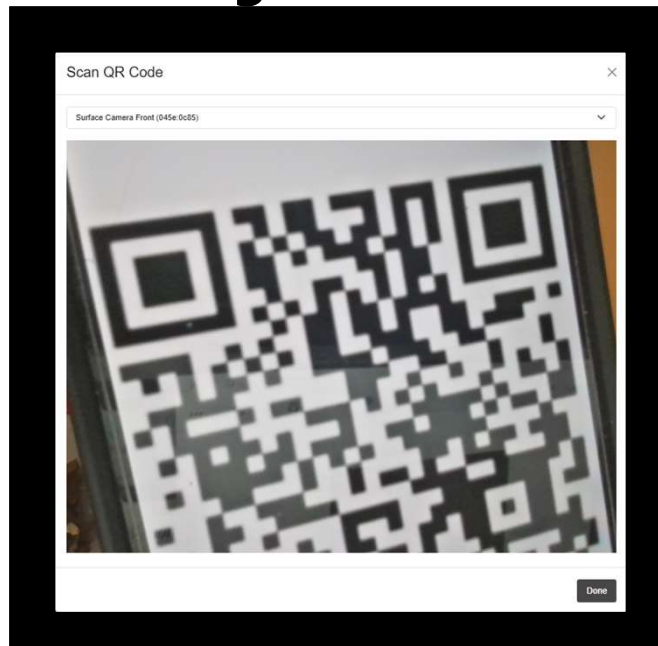
Next to the Timesheet section header, you will see a “Scan QR Code” button. Click on it and select “Scan using camera”.

Scanning QR codes – PC



The system will ask your permission to use the computer camera. Click on Allow while visiting this site.

Scanning QR codes – PC



Bring the members' phone (screenshot) or printed copy towards the camera like this.

Scanning QR codes – PC

The screenshot shows a web form titled "Add Timesheet". At the top, there is a "Name" field with "Gail Wood" entered and a search icon. Below this is a "Shift" field showing "09-Feb-2026 (12:30 PM - 04:30 PM)" with a "Set Time In to 12:30 PM" button. The "Time In" section has a date field set to "09-Feb-2026", a time field set to "12:30", and a "PM" indicator. The "Time Out" section has a date field set to "dd-mm-yyyy", a time field set to "HH:MM", and an "AM" indicator. Below these is a dropdown menu for "Type of picket duty or other assigned duties" with "Picketeer" selected. At the bottom is a "Notes" text area. A "Save" button and a "Cancel" button are at the bottom right. The "Save" button is highlighted with a red box.

A box like this will show up: It includes the member's full name, the date and the time in. Select the type of duty the person is performing and you can leave a note as needed.

Click save. Then click Done.

Repeat the process as needed when people sign out.

Scanning QR codes

CUPE-SCFP

TEST SITE

Pat

Minimize

Strikes

Strike L2543

Daily Report List

Daily Report Detail

Strike Forms

Dashboard

Strikes

Manage Members

My Timesheets

Strike Calendar

Strike Locations

Scan QR Code

Show my QR Code

Daily Report and Strike Pay Tally

Pending

In accordance with Article 4.1, each member applying for strike pay must sign Form 'E'. Print as many copies of this blank form as needed.

Back to Summary

Local Union No.

Name of Employer

Town/City

Province

Local Union Number

2543

Report Date

09-Feb-2026

Shifts

Monday (12:30 PM - 04:30 PM) - Picketeer

Location

Head Office - 123 Main St, Lethbridge, Alberta

Picket Captain

Pat

Timesheet <Add>

Scan QR Code

Name	Time In	Time Out	Type of picket duty or other assigned duties	Time In Capture Type	Time Out Capture Type
Gail Wood	08:30 PM	04:30 PM	Picketeer	Member QR code scanned	Member QR code scanned

Total Records: 1

10

Results To Show

< 1 >

Form E

Pending

Form F

Completed

Locations

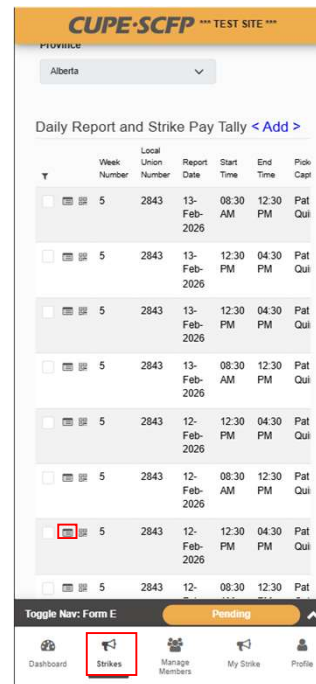
Shift Schedules

Manage Strike Committee

When you click done you will return to Form E and notice that the Capture Type is listed as Member QR code scanned.

Now we will show you how to do this with your telephone.

Scanning QR codes – Phone



From your phone, click on Strikes menu on the bottom. Select the current shift you are working by clicking on the details icon.

Scanning QR codes – Phone

The screenshot shows the CUPE-SCFP mobile app interface. At the top, there is a header with the text "CUPE-SCFP *** TEST SITE ***". Below the header, there are several dropdown menus for selecting a date and time, location, and picket captain. The "Timesheet" section is currently active, and a red box highlights the "Scan QR Code" button. Below this, there is a table with columns for Name, Time In, Time Out, Type of picket duty or other assigned duties, Time In Capture Type, and Time Out Capture Type. The table currently shows "Total Records: 0". At the bottom, there are "Save" and "Cancel" buttons, and a "Toggle Nav" bar with icons for Dashboard, Strikes, Manage Members, My Strike, and Profile.

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Thursday (08:30 AM - 12:30 PM) - Picketeer

Location
Head Office - 123 Main St., Lethbridge, Alberta

Picket Captain
Pat Quinn

Timesheet < Add > **Scan QR Code**

Name	Time In	Time Out	Type of picket duty or other assigned duties	Time In Capture Type	Time Out Capture Type
Total Records: 0					

Results To Show

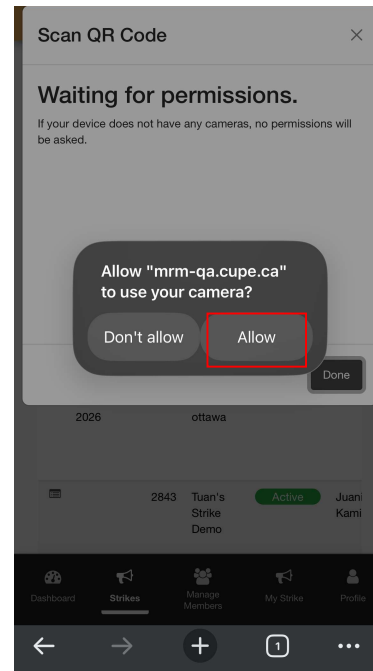
Save Cancel

Toggle Nav:

- Dashboard
- Strikes
- Manage Members
- My Strike
- Profile

Click on Scan QR code.

Scanning QR codes – Phone



The first time you do this, your phone will ask your permission to use the camera. Click Allow.

Scanning QR codes – Phone



Your camera should now be activated, searching for a QR code.

Scanning QR codes – Phone

Add Timesheet

Name
Sharon

Shift: 12-Feb-2026 (8:30 AM - 12:30 PM)
Set Time In to 8:30 AM

Time In
12-Feb-2026
09 : 00 PM

Time Out
dd-mmm-yyyy
HH : MM AM

Type of picket duty or other assigned duties
▼

Notes

Once it recognizes the code, it will open up to a page like this where you can set the date, time in, time out, type of picket duty and notes. Then click save.

Manually signing members in and out

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Minimize Stripes Strike L2043 Daily Report List **Daily Report Detail**

Strike Forms

Dashboard Stripes Manage Members My Timesheets Strike Calendar Strike Locations Scan QR Code Show my QR Code

Daily Report and Strike Pay Tally [Back to Summary](#)

In accordance with Article 4.1, each member applying for strike pay must sign Form 'E'. Print as many copies of this blank form as needed.

Local Union No. Name of Employer Town/City Province

Local Union Number

Report Date Shifts Location Picket Captain

09-Feb-2020 Monday (12:30 PM - 04:30 PM) - Picketeer Head Office - 123 Main St. Lethbridge, Alberta Pa

Timesheet **<Add>** Scan QR Code

Name	Time In	Time Out	Type of picket duty or other assigned duties	Time In Capture Type	Time Out Capture Type
Gail Wood	08:30 PM		Picketeer	Member QR code scanned	Member QR code scanned

Total Records: 1 10 Results To Show

Now what if a member arrives without a QR code or a telephone? MRM allows you to manually attest to their presence on the picket line.

Navigate to your current picket shift and Click Add.

Manually signing members in and out

The screenshot shows a 'Person Search' window. At the top, there is a search bar with 'Name' and 'Local/Org #' fields. The 'Name' field contains 'britt' and the 'Local/Org #' field contains '2843'. A magnifying glass icon is to the right of the 'Local/Org #' field. Below the search bar, the 'Search Results' section displays a table with columns: Name, Local/Org #, Titles And Orgs, Summary Titles And Orgs, and Status. The first row shows 'Brittany I' with 'Trustee Local 2843' and a green 'Active' status. At the bottom, there are pagination controls showing 'Total Records: 8', a dropdown for '10' results, and a 'Results To Show' section with a '1' button. There are also 'Create Member' and 'Cancel' buttons at the bottom right.

Name	Local/Org #	Titles And Orgs	Summary Titles And Orgs	Status
Brittany I	Trustee Local 2843			Active

Type in the members' first name, click on the arrow to the left of the correct member.

Manually signing members in and out

The screenshot shows a web form titled "Add Timesheet" with a close button (X) in the top right corner. The form contains the following fields and controls:

- Name:** A text input field containing "Brittany E" and a search icon (magnifying glass) to its right.
- Shift:** A label "Shift: 09-Feb-2026 (12:30 PM - 04:30 PM)" followed by a button labeled "Set Time In to 12:30 PM".
- Time In:** A time selection interface with a date field "09-Feb-2026", a time field "12 : 30", and a period field "PM".
- Time Out:** A time selection interface with a date field "09-Feb-2026", a time field "04 : 30", and a period field "PM".
- Type of picket duty or other assigned duties:** A dropdown menu with "Picketer" selected.
- Notes:** A text area with the placeholder text "No QR code".
- Buttons:** "Save" and "Cancel" buttons at the bottom right.

Red boxes highlight the Name field, the Time In and Time Out fields, the Picketer dropdown, and the Save button.

The member's full name should appear and you can set the Time In, Time Out, type of picket duty and any notes you want to add. Then click save.

You can do this on the spot using your phone or computer, or you can take handwritten notes and enter the data later.

Manually signing members in and out

CUPE-SCFP *** TEST SITE *** Pat Quinn

Minimize

Strike Forms

Dashboard

Strikes

Manage Members

My Timesheets

Strike Calendar

Strike Locations

Scan QR Code

Show my QR Code

Strikes

Strike L.2843

Daily Report List

Daily Report Detail

Daily Report and Strike Pay Tally Pending

In accordance with Article 4.1, each member applying for strike pay must sign Form "E". Print as many copies of this blank form as needed.

[Back to Summary](#)

Local Union No. 2843 Name of Employer LETHBRIDGE PUBLIC SCHOOL DISTRICT #51 EMPLOYEES Town/City Alberta Province Alberta

Local Union Number 2843

Report Date 09-Feb-2026 Shifts Monday (12:30 PM - 04:30 PM) - Picketeer Location Head Office - 123 Main St., Lethbridge, Alberta Picket Captain Pat Quinn

Timesheet < Add > Scan QR Code

Name	Time In	Time Out	Type of picket duty or other assigned duties	Time In Capture Type	Time Out Capture Type
Brittan	12:30 PM	04:30 PM	Picketeer	Manual	Manual
Gail Wood	08:30 PM		Picketeer	Member QR code scanned	Member QR code scanned

Total Records: 2 10 Results To Show 1

After clicking save you will see the entry with the capture type classified as Manual.

MRM-Strike Forms Tutorial

Picket Captains and QR codes



There you have it. We hope this tutorial has helped you understand how you will be interacting with QR codes and MRM for your upcoming strike. If you are experiencing difficulty with MRM or the QR code features, please contact your National Servicing Representative who has access to additional resources to support you.

Thank you for agreeing to take on the important role of Picket Captain and I wish you all the best in your upcoming strike.