



ZAZTEK MUNZEE · FAMILY EDITION

Complete Manual

For **players**, day-of **managers**, and **admins** — covering mobile play, the follow-me map with directions, the progressive munzee reveal, team join QRs, and running an event.

PART A

For Players

Join, find, scan, and climb the leaderboard.

1 What is ZAZTEK Munzee?

A live QR-code treasure hunt for families and events — a ZAZTEK International product.

An organizer hides small printed **QR "munzee" cards** around a venue. Players use their phones to **scan** them; each scan "captures" that munzee and scores points. A **live map** shows the hunt and a **live leaderboard** tracks the race. Most points when the game closes wins. No app store needed — it runs in the browser and can be installed to your home screen.

2 Play in 60 seconds Players

- 1 Open the game link (or **scan the "Scan to play" QR** your organizer shows).
- 2 Type your **name**.
- 3 Tap your **team** — or, if you scanned a team's own QR/link, you're already on that team; or tap "**I have a join code**".
- 4 Tap **Join the hunt**.
- 5 Tap **Scan**, allow the camera, point at a munzee QR — it captures automatically.

3 Install it on your phone Players

Android (Chrome)

- Open the link in **Chrome**.
- ☰ menu → **Add to Home screen / Install app**.

iPhone / iPad (Safari)

- Open the link in **Safari**.
- **Share** (□↑) → **Add to Home Screen** → **Add**.

Permissions: tap **Allow** when asked for the **camera** (to scan) and **location** (to see yourself on the map and unlock nearby munzees). The site is secure **https**, which both features require.

4 Joining a game Players

- **Team QR / link** — scanning your team's QR (or opening its ?team=CODE link) drops you **straight onto that team**; just enter your name.
- **Pick a team** — enter your name and tap a team colour.
- **Join code** — tap "**I have a join code**" and type the short code your organizer gave you.
- **Solo mode** — if the organizer chose Solo, there are no teams; your "My Team" tab is renamed to **your name**.

Sign in with ZAZTEK (optional). If you're logged into **zaztekinternational.com** in the same browser, the join screen shows "**Signed in as [you]**" and fills your name in — your play links to your account. Not signed in? Tap **Sign in with ZAZTEK**, or just **play as guest**. Either way works — no dead ends.

One phone = one player. Your place is saved on that phone, so you can close and reopen without losing your score.

5 The five screens Players

Tab	What it's for
Scan	Camera to capture munzee QRs; also a type-the-code box if a camera won't open.
Map	Live map that follows you , with a direction arrow to the nearest munzee (see §8).
Ranks	Live leaderboard and current MVP.
My Team / your name	Your score, rank, found/left counts, team-mates, and the hint button.
Types	Legend of munzee types and their points.

6 Capturing a munzee Players

- 1 Find a hidden munzee QR card.
- 2 Tap **Scan** and point the camera at it — hold steady until it reads.
- 3 A **reveal** pops up with the type and points; ZAZ may cheer.
- 4 Your score updates and the spot lights up on the map.

- **Once per team.** If a team-mate already scanned it, you'll be told — go find another. (In Solo, each player can claim every munzee.)
- **No camera?** Use the **type-the-code** box and enter the code printed under the QR.

Two ways to grab — the organizer picks. **Scan** the QR card (default), or in a **Tap-on-map** game there are no cards: walk within range of a munzee and **tap it on your Map** — it glows green and shows "tap!" when you're close enough. Some games allow both.

7 Munzee types & points Players

Type	Points	What it does
Common	10	Steady points — grab lots.
Rare	25	Worth chasing.
Legendary	50	Jackpots that swing the lead.
Mystery	5-75	Random reward rolled the instant you scan — always grab one.
Jinx	0	A trap: 0 points and freezes your team ~60 s (organizer can change).

8 The map — it follows you and points the way Players

Follow & directions

- The map **keeps you centred** and moves with you as you walk (a blue "you are here" dot).
- A **direction arrow** and a **red dashed line** point to the **nearest munzee your team still needs**, with the **distance** and a compass heading (e.g. "120 m · head NE").
- Tap **Follow: On/Off** to lock or unlock centring; tap **Center on me** to snap back to your position. Dragging the map turns Follow off so you can look around; tap Follow on to resume.
- **North up / Track up** — tap to choose whether **north** stays at the top, or the map **rotates so the way you're walking is always up** (like a car sat-nav). Gem labels stay upright either way.

Use it to navigate. Walk in the arrow's direction and watch the distance drop; when you're close, look around for the card and scan it.

9 How munzees "reveal" (unlock) Players

★ You don't see all munzees at once

To keep it fair and exciting, your team starts with only a **few** munzees on the map — the ones nearest your team's starting point. More unlock as you play, two ways:

- **Proximity** — when **any team-mate walks within ~100 m** of a hidden munzee, it **opens for the whole team** (you'll see " new munzee nearby!").
- **Progress** — when your team has captured **all** the munzees currently shown, the **next nearest batch** opens automatically, so you're never stuck.

Everyone on a team sees the same munzees. Reveals are shared across the team, not per phone.

Needs location, outdoors. Proximity reveal uses GPS, so allow location and play outdoors for best results. If you decline location, munzees still open by **progress**, and you can always scan any card you physically find.

10 ZAZ — your in-game assistant Players

- **Hint** — nudges you toward a munzee your team hasn't found.
- **Ask ZAZ** — type any question about the hunt; ZAZ also cheers big captures.

Tap the **ZAZ** button, or find Hint on your team tab.

11 Scoring, leaderboard & results Players

- Your team's score is the **sum of points** of everything it captured; ties break by number found.
- **MVP** is the individual with the highest personal score.
- When the organizer **closes** the game, scores freeze and **certificates** can be printed (per team, or per player in Solo).

12 Player troubleshooting Players

Problem	Fix
Camera won't open	Allow camera; use Safari on iPhone. Or use the type-the-code box.
I'm not on the map / no arrow	Tap Center on me and allow location.
No new munzees appear	Walk toward the arrow (within ~100 m unlocks nearby ones), or finish the ones shown to unlock the next batch.
"Already has this one"	A team-mate got it — find another.
"Jinxed! Frozen"	Wait out the countdown, then keep hunting.

Team play

- **Split up** — each munzee scores once per team, so cover different zones. Spreading out also **unlocks more munzees** faster (proximity).
- **Call out** finds and clusters so nobody doubles back.
- **Bank commons early** for a steady lead, then chase rares/legendaries.

Route & the arrow

- Follow the **direction arrow** to the nearest target; loop rather than zig-zag.
- Move toward areas you haven't cleared to **trigger proximity reveals**.

Value, Mystery & Jinx

- Think **points-per-minute** — a Legendary (50) nearby beats scattered commons.
- **Always grab Mystery** (5-75, no downside).
- **Jinx** freezes the team — only one member should test an unknown card; if frozen, walk toward your next target so you're ready when it lifts. Late game while leading, avoid unknown cards.

Solo

- Efficiency wins: tightest loop, grab every Mystery, be cautious with Jinx (no team-mate scanning in parallel).

Avoid

- Herding one card · jackpot tunnel-vision · backtracking · reckless late-game Jinx risk · forgetting the last scan before closing.
-

PART B

For the Day Manager

Run the event without full admin access — lighter login, just the day-of controls.

14 What a Manager does Manager

★ The Manager console — /munzee/manager.php

A separate, lighter login (its own PIN) so someone can run the day and take load off the admin. A Manager **can**:

- Open / close the game and watch the **live board**.
- See and **distribute teams & players** — add, move, delete, paste a roster to split randomly, shuffle.
- Set each **team's starting point** on a map (or auto-spread teams).
- Configure **reveal** — trigger (proximity / progress / both / off), start count (1/3/5), range.
- Print **join QRs & links** (scan-to-play and per-team).
- Switch **Teams ≠ Solo**.

A Manager **cannot** add/edit/delete munzees, change core setup, or reset data — those stay with the admin.

Giving a customer their own access. To let someone run their own event, share the **manager.php** link and a **Manager PIN** (set MUNZEE_MANAGER_PIN in .env). They get every day-of control but **never** the admin console, munzee editing, member lists, data reset, or your website members. They see only the event they're running.

15 Logging in Manager

- 1 Go to **yoursite.com/munzee/manager.php**.
- 2 Enter the **Manager PIN** (default **2200**; the admin can set MUNZEE_MANAGER_PIN in .env). This login is separate from the admin console.

16 Teams & start points Manager

- Open **Teams & starts**. Pick a team, then **tap the map** where they should begin — a pin drops and saves instantly.
- Or use **Auto-spread** to place all active teams evenly in a ring around the map centre — so **every team starts at a different point**.
- Toggle teams on/off or add a team here too.

Why it matters: a team's first munzees are the ones **nearest its start point**, so different starts give teams different opening jewels.

17 Reveal settings Manager

On **Day settings**, choose how munzees open up:

Setting	Options
Trigger	Both (proximity + progress) · Proximity only · Progress only · Off (show all)
Start count	1, 3, or 5 munzees shown at the start
Proximity range	metres to unlock a nearby munzee (default 100)

18 Players & roster Manager

- **Add** one player, or **paste a list of names** to shuffle evenly across teams.
- **Move** anyone between teams, **delete**, or **Shuffle all**.
- Each added player gets a **join code** to enter in the app.

19 Join links & QRs Manager

- The **Join QRs** tab shows a big **"Scan to play"** QR (opens the game for anyone) and a **per-team QR + link** that drops players straight onto that team.
- Tap **Print** to hand each team its own QR, or share the links in a group chat.

20 Running the day Manager

- 1 Confirm teams, start points and reveal settings.
- 2 Share the join QR/links; let players join and install.
- 3 **Open game**, keep the **Live board** visible.
- 4 Give a "two minutes" warning, then **Close game**.



The whole hunt on one screen

Open **War Room** ↗ from the admin or Manager console. It shows a live map of **all munzees** (fading as they're taken), the **standings**, and a **recent-captures feed**, auto-refreshing every few seconds.

- **Live team dots** — tap **Live tracking** (top-right) to see each team's members move on the map, coloured by team, with their name and how long ago they were seen. It's **off by default**.
- **Players are told.** While tracking is on, players see a notice that their team's position is visible to the organizer. Turning it off clears stored positions.
- **Organizer-only.** The War Room needs the admin or Manager PIN — players and the public can't open it.

Needs outdoor GPS. Team dots require players to allow location and be outdoors; a player whose position is older than 5 minutes drops off the map until they move again.

PART C

For the Admin

Setup and full control — the parts a manager can't touch.

21 One-time setup Admin

- 1 Upload the **/munzee/** folder into `public_html/` (so it's at **yoursite.com/munzee/**).
- 2 In phpMyAdmin import **schema.sql** once, then the upgrades **upgrade3.sql**, **upgrade4.sql**, **upgrade5.sql** (teams/solo, join codes, and progressive reveal + team starts).
- 3 Set PINs in `public_html/munzee/.env`: **MUNZEE_PIN** (admin) and **MUNZEE_MANAGER_PIN** (manager). The login screens confirm whether each PIN is read from `.env`.
- 4 Open **/munzee/** once and refresh so the latest app version loads.

22 Placing munzees on the map (GPS) Admin

Why the admin has maps. The **Area map (GPS)** pins each munzee to a real-world location — this powers the guiding arrow, proximity reveal, the War Room, and **Tap-to-grab**. The **Deploy map** instead places munzees on an **uploaded floor-plan image** (by percentage) for indoor venues where GPS is unreliable, so players see a picture map. Use **Area map** for outdoor GPS play; **Deploy map** for indoor image-based play.

Required for reveal & tap. Proximity reveal and Tap-to-grab need each munzee to have a **GPS location** (Area map). Without GPS, the game falls back to showing the first few munzees by number, and Tap-to-grab won't work.

For accurate pins, walk to each hidden card and tap " **Use my location for selected**" while standing beside it — the tool shows the GPS accuracy ($\pm$ metres); if it's high, stand still and tap again for a tighter fix. Clicking the map by eye is less precise. The tool now confirms every save ("✓ Saved N/total"); if you ever see a red "Save failed", open `admin.php`, log in again, and retry.

- Use **Hints & spots** to add a hint and a location note per munzee (ZAZ uses these).
- The **Answer key** tab lists every code and type — your checklist while hiding cards.

23 Printing & placing QR cards Admin

- 1 Open **print-cards.php** for a printable sheet of all munzee QR cards (label + code).
- 2 Print, cut, and (for outdoors) laminate. Keep the printed **code** visible for the type-in fallback.
- 3 Hide each card, ticking it off the Answer key; set its GPS on the Area map.

24 Settings & data Admin

- Admin controls everything the manager does **plus** munzee editing/deleting, core settings, and data reset.
- **Munzees persist** until an admin deletes them. **Reset game data** clears players, scores and reveal state but **keeps munzees and teams** — perfect for re-running.
- Open the Manager console any time via **Manager ↗** in the admin tab bar.
- **Capture mode & map:** in **Settings** (admin) or **Day settings** (Manager) choose **Scan QR**, **Tap-on-map**, or **Both**, set the tap range in metres, and toggle **Show munzees on the player map** on/off. Tap-on-map needs GPS-placed munzees and the map ON.

Build teams from members — private & opt-in. The admin **Players** tab has "**Add from website members**", but it's **off by default**: the owner turns it on with `MUNZEE_MEMBER_PICKER=1` in `.env`. Even then it lists **only members who opted in** (they tick "let organizers add me to future games" when they sign into the game) — never your full member list, and only in the **admin** console (managers/customers never see it). Pick, choose a team, add; anyone already in the game is greyed out.

A 10-minute dry run that catches every dead end

- 1 Place munzees:** admin → Area map → for each card tap " Use my location" (or click the map). Confirm the counter climbs and you see "✓ Saved". Tap "Save this view as players' start".
- 2 Make teams:** admin or Manager → add 2 test teams.
- 3 Set starts:** Manager → Teams & starts → tap the map for each team (or Auto-spread).
- 4 Reveal:** Manager → Day settings → Trigger = Both, Start count = 3, range 100 m. **Open game.**
- 5 Join:** Manager → Join QRs → scan the "Scan to play" QR on a phone; enter a name; pick a team. Confirm the gold "LIVE HUNT" banner and teams show.
- 6 Map:** open the Map tab; allow location; confirm the blue dot centres on you and the red arrow points to the nearest munzee with a distance.
- 7 Scan:** scan a printed card; confirm the reward pops up and your score rises.
- 8 Reveal check:** walk within 100 m of a hidden munzee → " new munzee nearby"; or clear the shown ones → next batch opens.
- 9 Leaderboard:** confirm the Ranks tab updates; try a second phone/team.
- 10 Finish:** Manager → Close game → open **Results** → print a certificate. Then admin → Reset game data to clear the test (munzees stay).

25 Admin troubleshooting Admin

Problem	Fix
Login takes any PIN / won't stay logged in / actions "do nothing"	Stale cached page. Open /munzee/, DevTools → Application → Service Workers → Unregister and clear Cache Storage , then reload. Admin/manager pages must never be cached.
Login shows "PIN source: default"	Add MUNZEE_PIN / MUNZEE_MANAGER_PIN as lines in public_html/munzee/.env.
Red "Action failed..." banner	Run upgrade3/4/5.sql in phpMyAdmin — a needed column/table is missing.
Munzees don't reveal by proximity	Give munzees GPS (Area map), set team start points (Manager → Teams & starts), and make sure reveal isn't set to Off. Players must allow location, outdoors.
Old test scores appear	Settings → Reset game data .

26 Glossary & FAQ

Glossary

- **Munzee** — a hidden QR card players scan to score.
- **Reveal / unlock** — a munzee becoming visible to a team (by proximity or progress).
- **Start point** — where a team begins; its first munzees are nearest here.
- **Join code / team link** — drops a player onto a specific team.
- **Jinx** — 0 points + a short team freeze. **Mystery** — random 5-75.
- **MVP** — highest individual score.

FAQ

Do we need internet? Yes, to score and reveal; the app opens on flaky Wi-Fi and syncs when connected.

Does everyone on a team see the same munzees? Yes — reveals are shared per team.

Can the same card be scanned by different teams? Yes; within a team it counts once.

Manager vs Admin? Manager runs the day (teams, starts, reveal, players, QRs, open/close). Admin also creates/edits/deletes munzees and resets data.

