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LOCUS KEY USER MANUAL

USER MANUAL

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PROPRIETARY:

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1 Introduction

The purpose of this document is to describe the use of Tektelic's Locus Application as a Key User. It describes the steps involved in performing the main tasks for this role.

To use the application, access the link <https://tektelic-rtls.run.tago.io/> and log in as a Key User.

2 Key User

The Key User role can manage the entire site including: devices, equipment's, buildings, floors, rooms, beacon and alerts.

2.1 Key User view

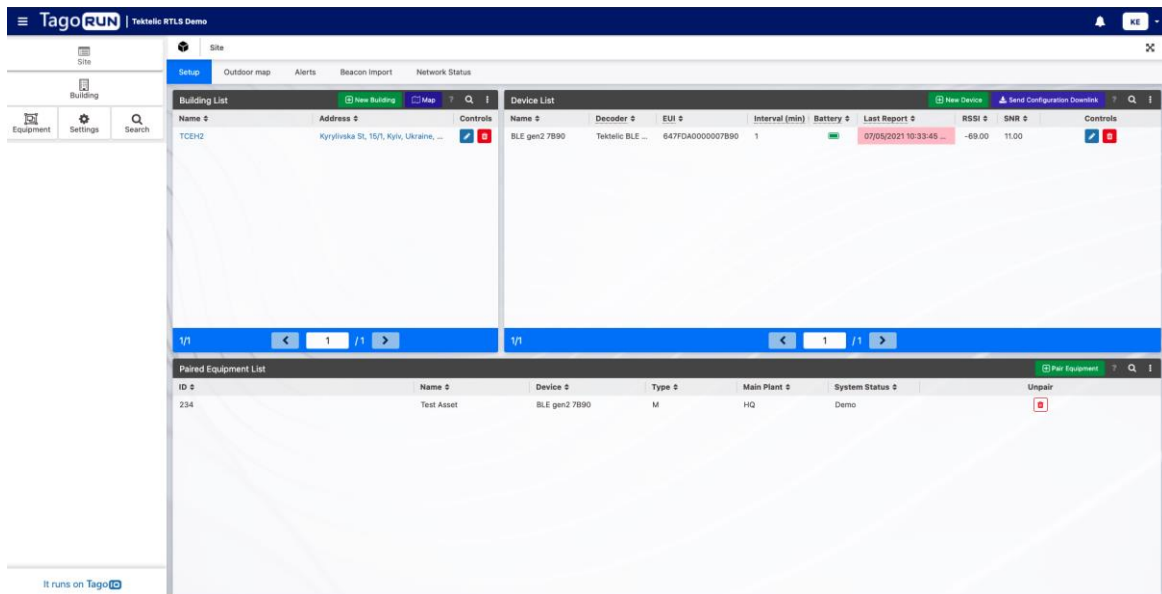


Figure 1: Key User first view

2.2 Key User main tasks

- Site, Building and Floor setup
- Adding tracking devices
- Pairing equipment to devices
- Adding Bluetooth beacons
- Configuring geofences
- Setting up alert notifications

2.3 Setting up a Site

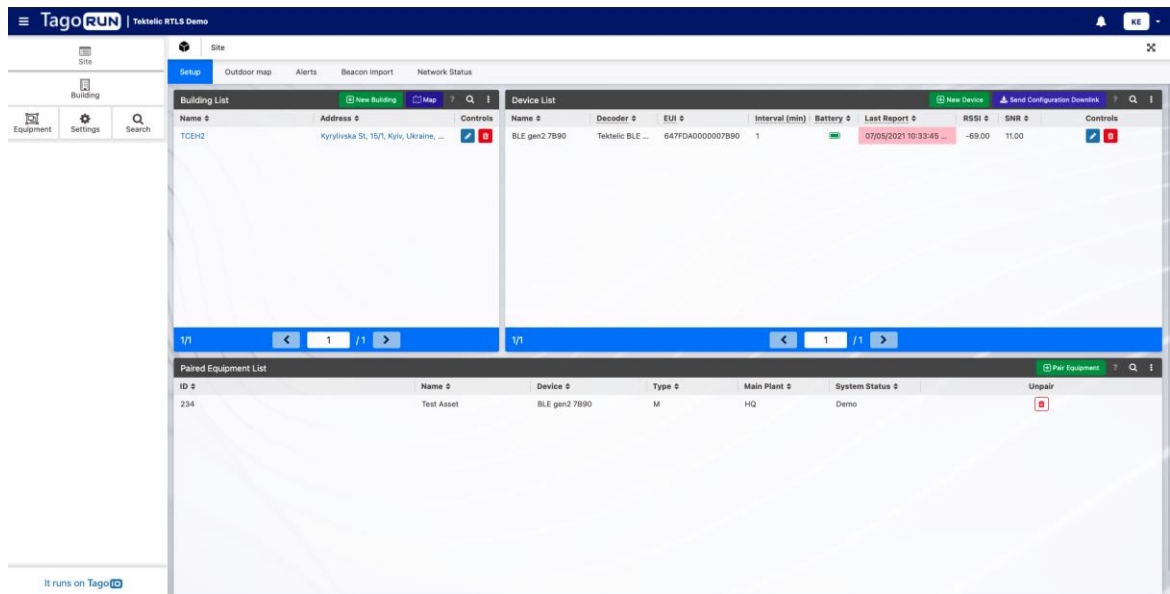


Figure 2: Site setup view

On the first button of the sidebar “Site” the key user will be able to setup a site. There is an ample option to be setup and it will be covered on the points below.

If more than one Site is configured, the specific site to work with can be selected with a dropdown for.

2.4 Creating a Building

On the first table “Building List” it is possible to create, edit, delete and search buildings (Input fields required on creation: name, the user will need to select from the existing list, that is, will not be able to type the name).

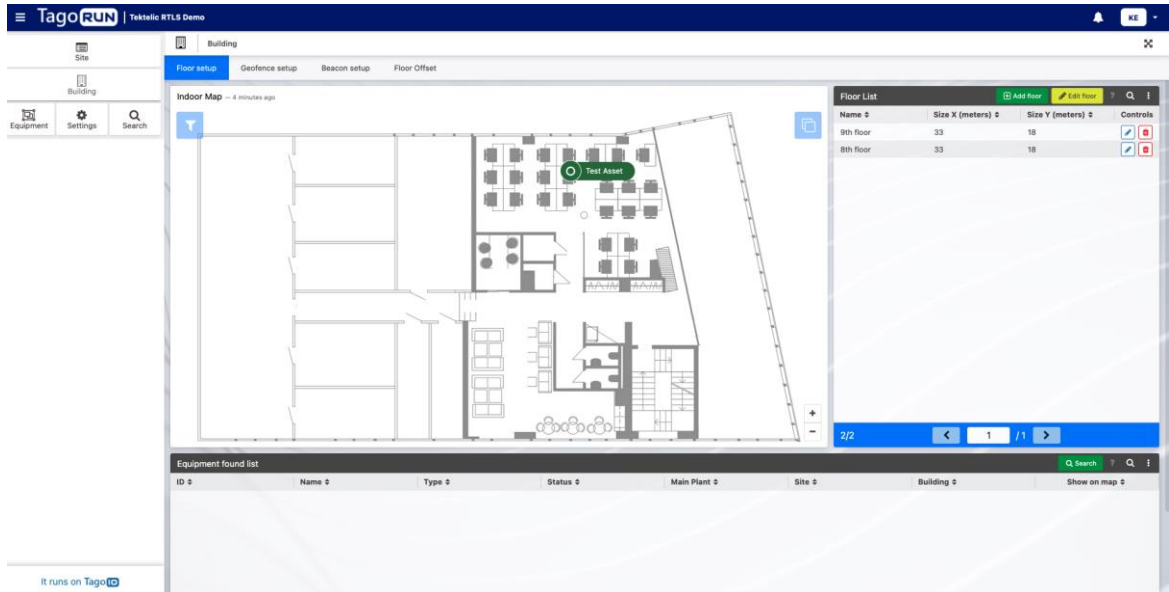


Figure 3: Building setup view

2.5 Adding Devices

On the second table “Device List” it is possible to create, edit, delete, and search devices. Click on “+ New device” and it will pop up a form. The first option “How do you want to create the device?” can be chosen between create the device “By device” (Input fields required: name, *EUI*, decoder, and Frequency Management) and “CSV bulk import” (Input required: *CSV* File upload).

A *CSV* sample is available in the form if needed.

When creating devices:

- Names cannot be duplicated in the same site.
- *EUI* cannot be duplicated in the application.
- *CSV* upload does not remove or update any device. If duplicates are found, an error will be prompted.

2.6 Adding Equipment

On the side bar button “Equipment”, there’s a table “Equipment list” which grants the user create/edit/delete and search for equipment (Required entries on creation: Equipment ID, Name, Description, Type, Main plant and System status).

A CSV file sample is available in the form if needed.

When adding equipment:

- Names cannot be duplicated in the same site.
- ID cannot be duplicated in the application.
- CSV upload does not remove or update any equipment. If duplicates are found, an error will be prompted.

2.7 Editing Equipment

On the side bar button “Equipment”, there’s a table “Equipment list” which grants the user create/edit/delete and search for equipment.

Editing equipment works a little bit different on this dashboard, as you need to click on the button Edit on the top of the table and select which equipment you want to edit by its name.

- Leave the field empty if you don’t want to apply any change for that specific field.

2.8 Pairing/Unpair Equipment to a Device

The last table of “Site” dashboard, “Paired Equipment List” is responsible for pairing a device to an equipment, in order to pair you will need a device already registered (see topic Creating a Device) and an equipment included on the equipment list which can be created (see topic Creating an Equipment), once you have both ready, the last step is to scan the QR code from both parts (deletion and searching are present features as well).

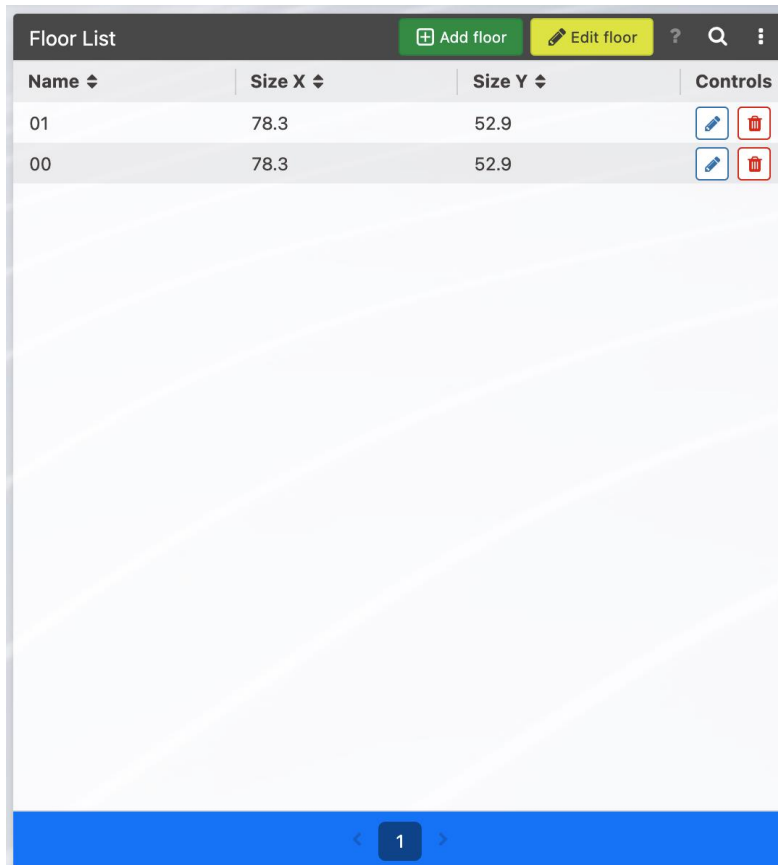
- When scanning QR Code, extra fields may be shown, but only the DevEUI is stored.

The table below called “Paired Equipment List” is also used to unpair equipment from an asset tracker. In order to unpair it, simply click on the Delete button in the tab (waste bin icon) and confirm deleting.

2.9 Setting up buildings

2.1 Floor Setup

To add a new floor go to “Building” tab and click on the “Add floor” button at the “Floor list”.







Name ↕	Size X ↕	Size Y ↕	Controls
01	78.3	52.9	 
00	78.3	52.9	 

Figure 4: Floor List view

The “Add floor” form will be opened. From the dropdown “Name” you need to choose a floor that needs to be added.

The screenshot shows a modal window titled "Add Level". At the top left is an information icon and the text "Name *". Below it is a dropdown menu with the text "select the level name". The next field is "Background image *" with a blue button labeled "Select a file" and a cloud icon. Below that are two input fields: "# Size X *" containing "0.0" and "# Size Y *" containing "0.0". At the bottom right is a green button with a plus icon and the text "Create".

Figure 5: Add level view

To upload the floor plan, click on “Select a file” and choose an image in formats jpg/jpeg/png. For “Size X’ and “Size Y” put length in meters that stands for room sizes.

NOTE: Size X/Size Y ratio shall be same as width (px)/high (px) ratio of Background image.

After all fields are filled, click “Create”. After it’s done new floor will be added.

To edit a floor background image, use the “Edit Floor” button

2.2 Geofence Setup

Geofence is a virtual area boundary, that enables software to trigger a response when a device enters or leaves a particular area. The “Geofence setup” tab is used to configure, edit, delete, and search for geofences.

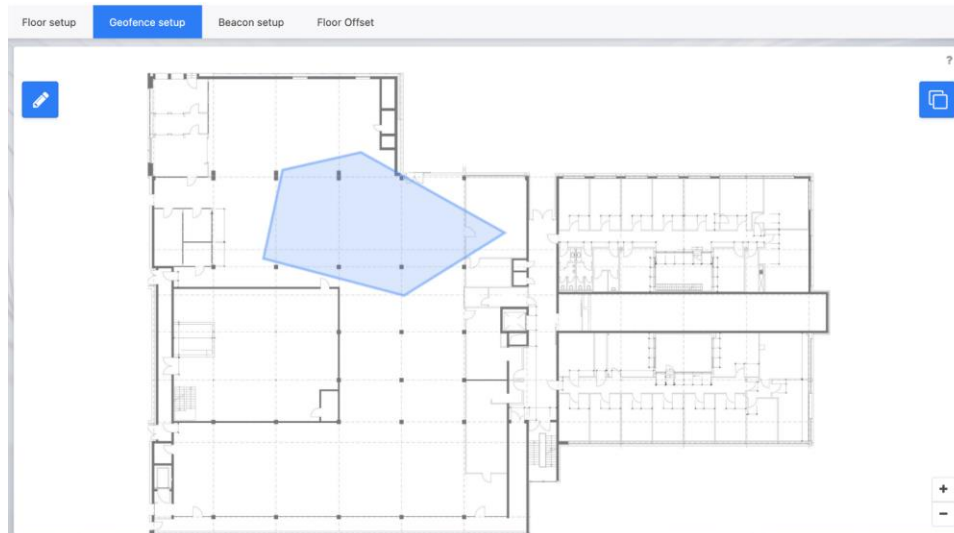


Figure 6: Geofence setup tab

To start setting up geofences, click on the pencil button.

To create a *geofence* choose a polygon type, create an area, type a name, and choose an alarm (the alarm should be created on the Site setup dashboard, which was mentioned earlier in this document).

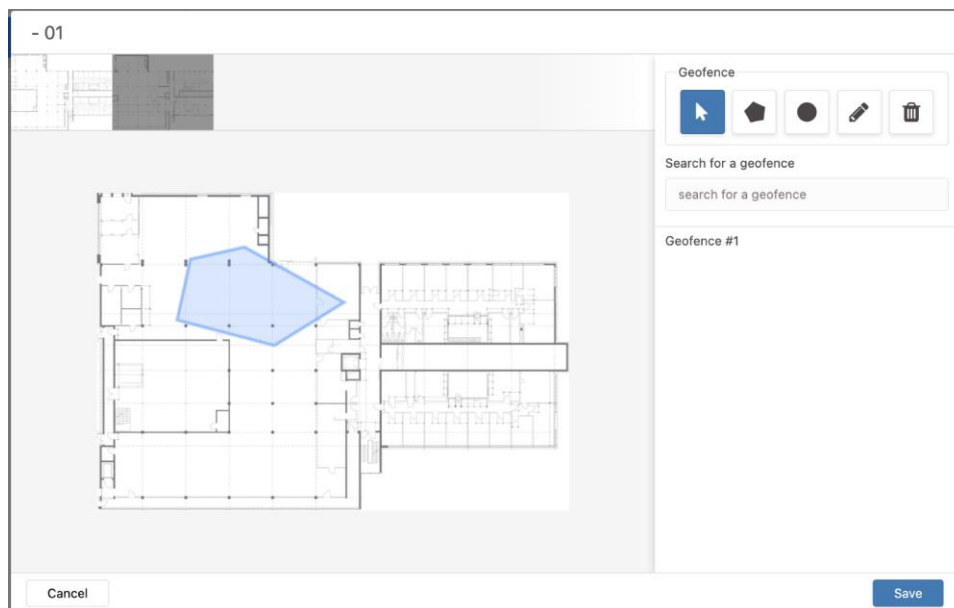


Figure 7: Geofence setup tab

Once you have delimited the geofence area, you will have an option to select which alert should be triggered for this geofence.

2.3 Offset setup

Once you've created a Floor, it will become available in the "Floor Offset" tab for you to setup the offset of the floor.

Click on the pencil button, then the other pencil button on the *Manage pin offset*, then click on the + pin on the image. You can drag it where you want to have the starting offset of your Floor image

2.4 Beacon setup

The "Beacon setup" tab will allow the user to create, edit, delete and position the application's beacons. Firstly, create a beacon on "Beacon List" table, "Add new" button (will be needed to enter a name and a MAC Address). Once the beacon has been added, it's possible to place the beacons on the floor.

Clicking on the pencil icon on the widget next to the "Beacon list" table will open a pop-up with options for placing/editing and removing a beacon pin position.

- Use the + icon to add a beacon pin position.
- Use the pencil icon to edit a beacon pin position.
- Use the trash icon to remove a beacon pin position. This doesn't remove the pin from the system, as you can add it back with the + icon again.

2.11 Change Pin Icon by equipment type

On "Settings" the user can customize the icon by equipment type, choose an equipment type and upload a SVG file. (To edit an icon just override the SVG file by uploading a new one in the "Customize icon" button or to delete it, leave the upload field blank).

2.12 Setting up an Alert

The Site setup dashboard has one more tab "Alerts" and it's used to setup alerts conditions for the site, there's 5 types of conditions, each has different required input fields.

- *Geofencing*, responsible for delimiting an area which will trigger an alert if the asset enters or leave. *Once a geofencing alert is set, you will need to go to the Geofence section of the building to select the alarm for the specific geofence.*
- Moving and Not moving, must set a magnitude threshold.

- Battery level must set a Voltage threshold (v) and lastly, Inactivity notices, which does not require an entry. Consider more than 3.47 V as a normal battery level and indicated as 'green' and less or equal to 3.47 V and indicated in 'red' color.

For any chosen condition, equipment that can trigger the alert must be specified such as Alert Type (SMS, email, push notification), Users (which will receive the alert) and the message (which will be sent when the alert has been triggered).

2.13 Generating reports

All tables in the system can generate CSV or XLSX reports.

To that, click on the three dots of any table, and select the “Export” option, then click on which type of file you want to download.

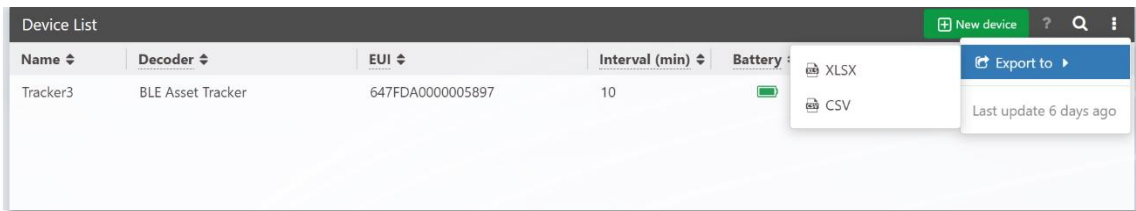


Figure 8: Device list view

