E Sentry Operations Manual

Version 1.0

Initial Setup and Account Access

E Sentry Operations Guide

To get started using the E Sentry System you will first need to determine if you will be using a Standalone or Cloud system.

If you intend to use your system exclusively as a local asset management system without a data backup, navigate to page 4 for further information about the Standalone system and using E Sentry Asset Tags.

If you intend to use the E Sentry Connect Cloud system, or would like to take advantage of IRISS's 90 Day Free Trail, click the link below to get started and submit a request for a new or free trial account. On the same page there are two app downloads available. Click on E Sentry Connect Cloud or E Sentry Connect to download the app on your Android NFC compatible device.

Please allow 1-2 business days for your account to be created, you will receive a follow-up email with your system administrator password.

Cloud Web Portal Access and User Creation

E Sentry Operations Guide

Once you have received your administrative password you can login to your account through the E Sentry Connect Cloud web portal.

https://esentryapp.iriss.com/#/login

To login, use the email address submitted with your "free trial account" request and the generated password provided by the email from IRISS, Inc.

The home page will be your companies employee page. By default, only one administrator account will exist within your new system. Adding additional employees is covered on page 11. By default, your first company account will be an administrator, this can be changed in the employee setting page later.

Administrator accounts have the ability to access the cloud, create routes, and assign them to users.

Non-Administrators may only access the E Sentry system through the Android E Sentry Connect Cloud app.

Compatible Browsers:

Google Chrome

Mozzila Firefox

Now that your account has been activated and set up, download the IRISS E Sentry Connect Cloud from the Google Play store.

Please note, the E Sentry Connect system requires an Android NFC compatible device running a 4.1 Kit Kat OS minimum to operate. NFC compatible phones are common place but not guaranteed, if your phone is not compatible, you will not be able to see the IRISS E Sentry Connect apps in the Google Play store.

Additionally, although Apple iPhones and iOS devices have recently enabled NFC capability, this service is restricted to non-encrypted systems which are not compatible with the encrypted and secured E Sentry Connect Tags.

At any time during the use of the E Sentry Connect Cloud free trial, at the end up a subscription, or to test your tags on a standalone basis, you may depersonalize your tags and use the E Sentry Connect standalone app to use your tags to record data without a cloud backup or route management. You are free to switch them back and reactivate your subscription to continue using the cloud as normal.
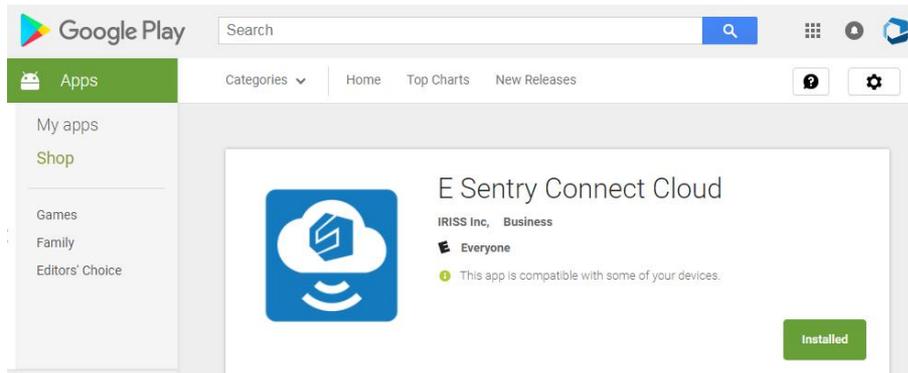
E Sentry Connect Cloud

E Sentry Connect Standalone

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Android NFC Activation

E Sentry Operations Guide

Before attempting to use the E Sentry Connect Cloud app, make sure that your device has its NFC features enabled.

Each Android device may have the feature located in a different location. For the IRISS supported CAT S60, the feature is commonly found in the wireless & networks section of the settings menu under 'More'.

In the instance where you cannot find the feature, look to your devices manual or check online to find where the feature can be activated or if your device is compatible with NFC technology.

In some situations there may be an NFC logo located somewhere on the device.
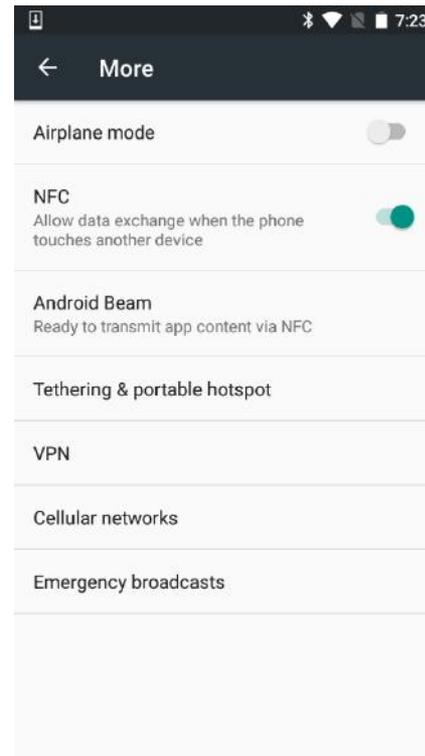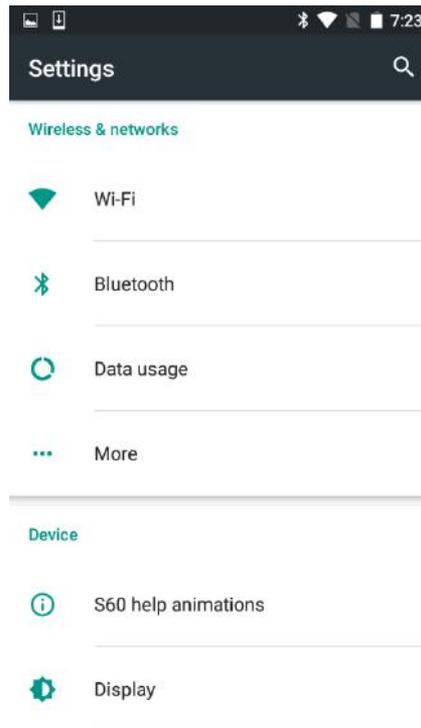
Starting the E Sentry App

Once you have installed the app on your Android device, you can open the application and log in using your email address and password that was sent to your after account creation.

Please be aware that the process for account creation may take 1-2 business days for completion. During this time you will not be able to access your account until you receive your generated password.
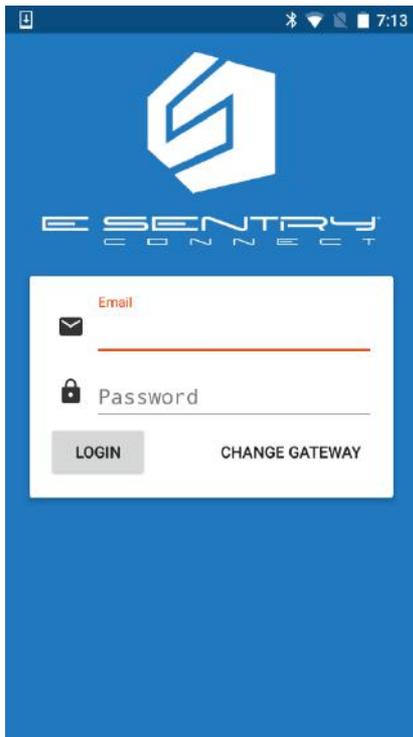
After logging into the app you have access to the E Sentry Connect Cloud app features.

Spot Check
Inspect an Asset Tag.

Current Route
See your current route and the tags to be inspected.

Assigned Routes
See all routes assigned to you and which is active.

Settings
Change your password and sync settings.

Depersonalize
Disconnect a tag from your system

Log out
Log out of this application.

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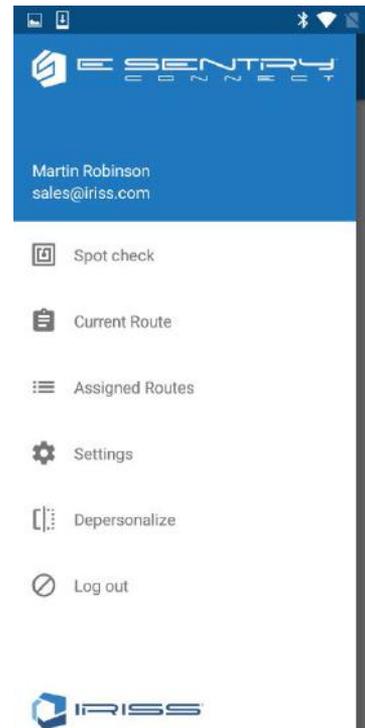
Personalizing New Tags

E Sentry Operations Guide

Now that you have logged in and familiarized yourself with the features of the E Sentry app, you are ready to perform an inspection.

Press and hold your Android device against the desired tag. You should quickly be shown a pop up asking for you to personalize this new tag. Input a unique name for this asset tag to identify it and the asset it is associated with.

(Please note that this description cannot be changed later)

Once you have selected the name, click (OK) and then tap the desired tag. When that is completed your tag will now permanently belong to your company account and will show up online whenever inspections are performed.

In the instance where your device is unable to read the tag, move the phone around the surface of the tag. Make sure to raise your devices audio volume and you should hear a noise when the app attempts to read a tag. Each device may have a different location for the NFC reader.

Read Tag
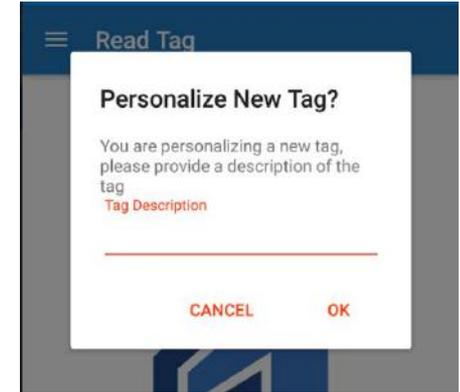
Please tap an ESentry tag

Read Tag

Personalize New Tag?

You are personalizing a new tag, please provide a description of the tag

Tag Description

CANCEL   OK

Writing to an Asset Tag

E Sentry Operations Guide

After personalizing your new E Sentry Connect Tag, you are now ready to write to it.

By pressing your Android device against the tag you will be able to view the current information stored on the tag. By selecting (EDIT) at the bottom right of each section you will open up a new page allowing you to fill in details regarding your select asset along with equipment and check-in information.

Once you have altered each segment you will be able to save, and once you are done, you can now write information to the tag by pressing (WRITE) in the top right of the app.

Once the tag has been written to, the information will be stored locally on the tag, overwriting the previous data, and on your device for sync to the cloud once a connection with the internet can be found. Additionally, upon completing a check-in by writing to the tag, your user email will be recorded as the last person to write to the tag.

Here to Watch the E Sentry Overview

Accepting and Completing a Route

E Sentry Operations Guide

If a system administrator assigns a route to your account, you will receive an email alert along with a new route in your E Sentry Connect Cloud app's 'Assigned Routes' section found in the main menu.

By clicking on a route you will be asked to make that your active route, showing you the tags associated with that route that must be inspected before they will be marked as complete.

Find and perform an inspection on each listed asset. Once each asset has been written to, the associated tag will be checked off of the routes list until all tags have been inspected and the route can be marked as complete.

The administrator will be able to see inspections that have been performed, when, and if the route has been completed successfully.

Here to Watch the E Sentry Overview
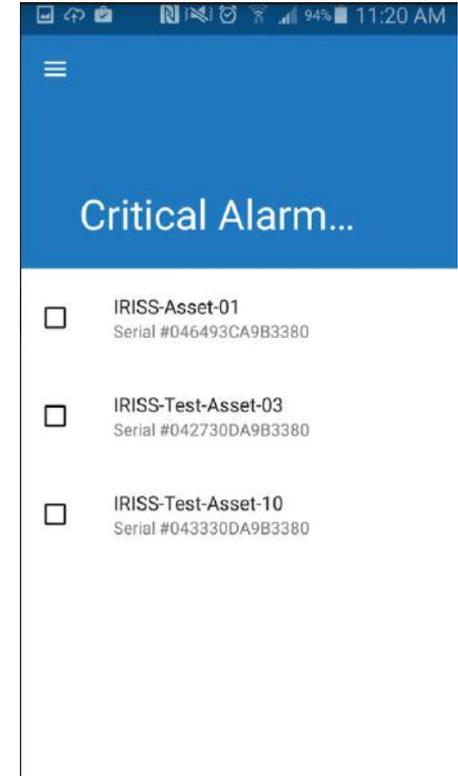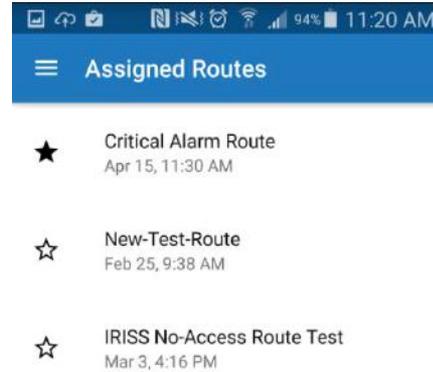
After performing an inspection, the information will be stored in the tag and on your device. Once a connection to the internet can be established the information will be synchronized with the cloud.

You can see pending information that will sync by checking the settings menu within the app.

Additionally within the settings menu you can clear unsynchronized data, your local memory, and change your password if needed.
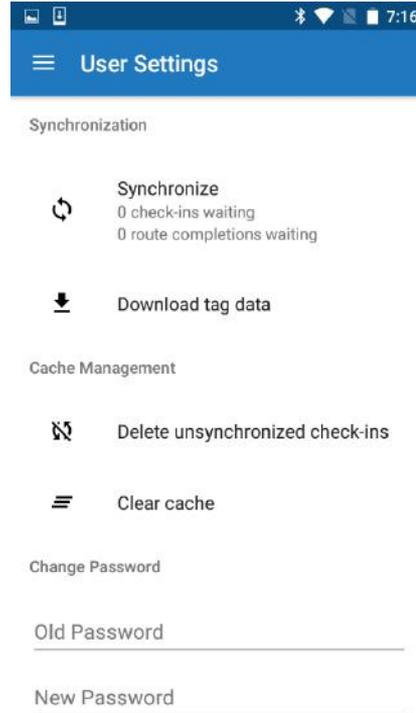
In the event where you wish to convert your system to a standalone and no longer require cloud services, you may Depersonalize any or all of your tags from your system.

These tags cannot be reallocated to a new system, but they can then be read and written to by any user with the E Sentry Connect app.

At any time you may choose to reactivate your cloud account, and re-personalize any tags by depersonalizing them from the E Sentry Connect app and Re-personalizing them using the E Sentry Connect Cloud app.

WARNING: this reverts tag security to its default unlocked state

The E Sentry Cloud Menu

E Sentry Operations Guide

Welcome to the E Sentry Connect Cloud! After setting up your account and adding tags to your new system, you or your Administrator can use the cloud to manage your system, assign routes, review inspection details, and generate reports.

All of these features can be accessed by selecting the menu button (shown on the right) found in the top left of every page.

Employees: Add, activate, and deactivate users and account info.

Routes: Create and edit new and existing routes and assign them to your employees.

Assigned Routes: List and review assigned routes.

Check-ins: Review historical check-ins and review inspection data.

Tags: Search for desired tags and review Tag history and metrics.

Reports: Generate historic reports for your system by date range.

IRISS Sales

- Employees
- Routes
- Assigned Routes
- Check-ins
- Tags
- Reports
- Logout
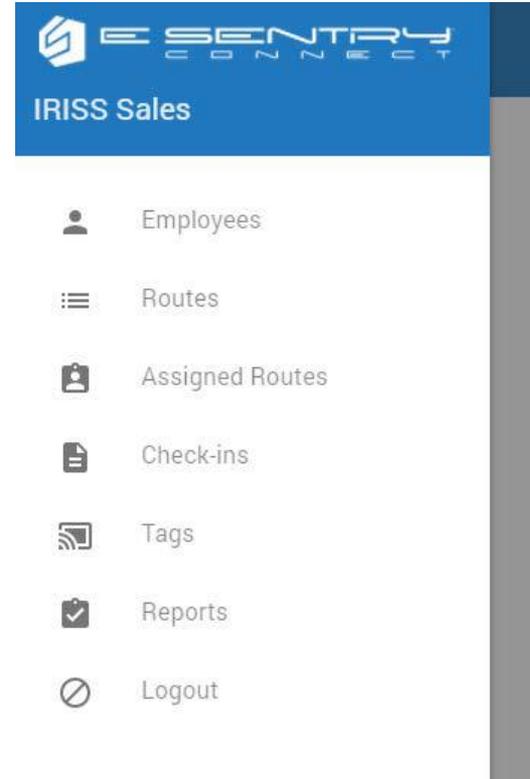
Employees And Creating New Users

E Sentry Operations Guide

Once your system is set up and you are ready to move into fully implementing you E Sentry System, you will need additional users to perform Check-ins along with additional Administrators as needed. By default your initial account will be the only one associated with your company and will always have administrator access.

To create a new Employee, click the blue (+) button in the bottom right hand corner of the Employees page which will open the pop-up shown on the right.

After inputting the new Employee's information, you can click save to add them to your Employees list. Password information will be automatically generated and sent to your new user based on the assigned email address.

Attention: E Sentry Connect Cloud subscription levels dictate the maximum number of available administrator accounts for each company. Exceeding this limit will transfer your account into the next pricing category.

Employee Setting and Management

E Sentry Operations Guide

Once your system is set up and you are ready to move into fully implementing you E Sentry System, you will need additional users to perform Check-ins along with additional Administrators as needed. By default your initial account will be the only one associated with your company and will always have administrator access.

To create a new Employee, click the blue (+) button in the bottom right hand corner of the Employees page which will open the pop-up shown on the right.

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Attention: E Sentry Connect Cloud subscription levels dictate the maximum number of available administrator accounts for each company. Exceeding this limit will transfer your account into the next pricing category.

≡ **David Smith**

Manage   Check-ins   Assigned Routes

Send Email
d.smith@iriss.com   ✉

Reset Password   ↻

Administrator   ⬤

Active   ⬤

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Employee Check-ins and Assigned Routes

E Sentry Operations Guide

Inside an individual employees account you can monitor the check-ins they have performed along with any assigned routes that have been given to them.

These routes, which will be covered in the routes and route management section, can by reviewed by clicking on each listing which will show any and all tags and whether or not they have been reviewed.

Manage	Check-ins	Assigned Routes

Columns Shown

☑ Show Alarm	☑ Show Description	☑ Show Date	☐ Show User
☑ Show Site	☑ Show Building	☑ Show Location	☐ Show Window ID
☑ Show Temp	☐ Show Alarm Temp		

Alarm State	Description	Date/Time	Site	Building	Location	Temperature
No Alarm	David - Test tag 1	2018-01-31 06:56	demo equipment	1tqyjqfil	table	0

Manage	Check-ins	Assigned Routes

Route	Time Assigned	Status
Demo Route (sales)	Assigned 2016-07-03 03:57:21	Incomplete
Demo Route (MR)	Assigned 2016-07-03 03:36:33	Incomplete
David	Assigned 2016-07-03 03:33:19	Incomplete

Employee Administrator Options

E Sentry Operations Guide

Send Email

An Administrator can send emails to their Employees to update them regarding their check-ins, routes, or to notify them of other tasks or changes.

Reset Password

To protect the privacy of your Employees their personal passwords are hidden, but can be easily reset by the Administrator if it is ever lost or forgotten.

Administrator

Each Employee can be upgraded or downgraded to Admin status, allowing them to access the Cloud. Please note that this number is restricted based on your subscription level.

Active

An active Employee can use their account information to connect to the app and cloud where applicable, they can be deactivated and reactivated as needed.

Send Email d.smith@iriss.com	Send Email d.smith@iriss.com	Send Email d.smith@iriss.com	Send Email d.smith@iriss.com
Reset Password	Reset Password	Reset Password	Reset Password
Administrator	Administrator	Administrator	Administrator
Active	Active	Active	Active

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Check-ins Page

The Check-ins page lists all of your check-ins as they have been completed in a newest to oldest order. The table can be altered by adding and removing columns from the Columns Shown options list.

Checking the slider for 'Show latest Check-ins' will shorten the list to only the most recent available check-ins for each tag.

You may select any row to view the associated inspection report for that check-in. This will allow the administrator to see the information logged during that particular inspection as inputted by the inspection user.

Columns Shown ⬤ Show latest Check-ins

☑ Show Alarm ☑ Show Description ☑ Show Date ☑ Show User

☑ Show Site ☑ Show Building ☑ Show Location ☐ Show Window ID

☑ Show Temp ☐ Show Alarm Temp

☰ Check-in #1045

Tag Information

Description
Transfer-Asset-01

Tag Code
049369F2DA4880

IRISS Serial
049369F2DA4880

Site
IRISS

Building
Headquarters

Equipment Information

Type of Equipment
Switchgear

Location
Training Room

IR Window ID
Inspection-Port-03

Transmission Rate
80

Alarm Temperature
55

Unit of Measure
°C

Routes Page

E Sentry Operations Guide

≡ Routes

Search

CENTINELA MINING

Training Route

LATAM ECOPETROL

RAMS-IEEE-Orlando

Method Factory Route

Dupont Blg 36 route

Demo Route (sales)

Demo Route (MR)

David

Critical Route

PREVIOUS   NEXT

These are existing routes, they can be assigned or re-assigned to any users and contain a list of asset tags which can be added to and edited for future use.

Routes can be searched by name to quickly locate your desired route.

New routes can be created and added to the list, see instructions on creating routes on the next slide.
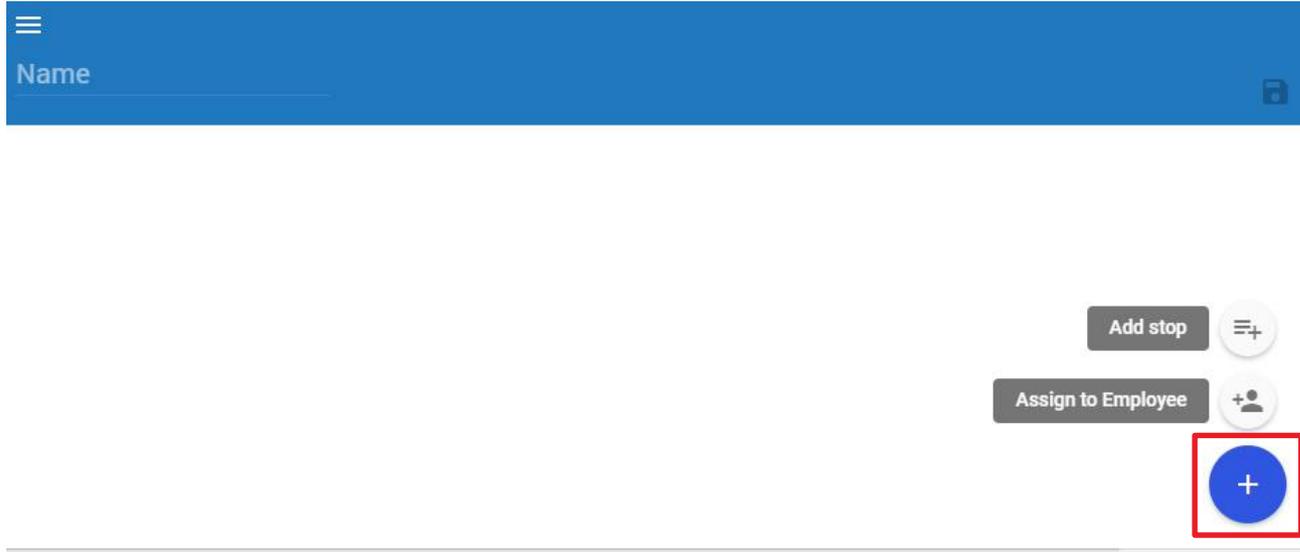
Creating a New Route

E Sentry Operations Guide

When creating a route on the Routes page, you can add stops and assign employees to completed routes by clicking the blue (+) button and selecting the desired option.

Before you can add employees, your route must contain at least one tag and must be saved with a name using the save button on the top right.

Adding Stops and Assigning Employees to Routes

E Sentry Operations Guide

You can add stops to the route by clicking the 'Add Stop' button found by pressing the blue (+) button in the bottom right of the Routes page.

By choosing to add a stop to a new or existing route you will open a 'Choose Tag' pop-up menu allowing you to filter tags by its description, site, building, location or alarm state. After making any filtering selections clicking the 'filter' button will refine the list of matching tags in the 'Tag' dropdown.

After choosing all your stops, and naming the route, you can then save the route and assign it to an employee by clicking the 'Assign to Employee' button found by pressing the blue (+) button in the bottom right of the Routes page.

You can filter your employees by name, email, and administrator access in the same way that you can filter tags. Once your filters are made, select your desired employee and press OK, an email and route will be submitted to the assigned user.

Choose Tag

| Description | Site | Building | Location | Alarm State ▼ | FILTER |

Tag ▼

OK   CANCEL

Add Employee

| Name | Email | ☐ Administrator | FILTER |

Employee ▼

OK   CANCEL

Assigned Routes
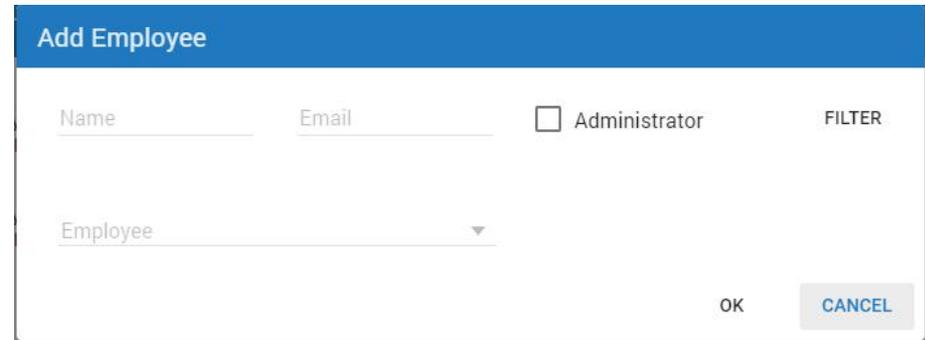
E Sentry Operations Guide

After a route has been created and assigned, Administrators can review their routes by viewing them in the 'Assigned Routes' list found in the clouds main menu. Here you can see who the route has been assigned to, when it was assigned, and its current status. Completed and partially completed routes can be accessed by selecting them, which will show all reports associated with that route.

☰ Assigned Routes

Route	Employee Assigned	Time Assigned	Status
Training Route	Martin Robinson	Assigned 2017-11-03 11:34:30	Completed
CENTINELA MINING	Hugo Pereira	Assigned 2017-10-20 13:52:31	Incomplete

Assigned Routes

E Sentry Operations Guide

When reviewing an assigned route by selecting it, you can inspect the individual check-ins associated with the tag along with the route information regarding the date and time the inspection occurred and the associated asset details.

☰ Training Route

Martin Robinson
Assigned 2017-11-03
11:34:30
Completed

	Description	Site	Building	Location	Date/Time
E	E Sentry Demo Tag 1	IRISS	IRISS HQ	Training Room	2018-01-30 11:24
E	E Sentry Demo Tag 2	IRISS	IRISS HQ	Training Room	2018-01-30 11:25

Tags Page

E Sentry Operations Guide

☰ Tags

Filters

| Alarm State ▼ | Site | Building | Location | Description | **FILTER** |

Columns Shown

☑ Show Alarm ☑ Show Description ☑ Show Site ☑ Show Building
☑ Show Location ☑ Show Window ID ☑ Show IRISS Serial

Alarm State	Description	Site	Building	Location	IR Window ID	IRISS Serial
						04142A5A564E80
No Alarm	Admin-Office-01			Electrical Room 103	CAP-ENV-12-006	045952422A4B80
No Alarm	Asset-01	Site A	Building 1	Room 01		04590D422A4B80

On the E Sentry Cloud Tags page, located through the main menu, Administrators can review all asset tags associated with their account.

At the top of the page they can filter their tags by inputting the desired information and selecting 'filter' on the right hand side.

Tags matching the desired filters (if any) will appear in the table below. Selecting these tags will reveal a variety of information including the last check-in, check-in history, and monitoring information (see next slide).

Columns can be shown and hidden by selecting the desired options in the Columns Shown options list.

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Tags : Latest Check-in

E Sentry Operations Guide

When reviewing an asset tag users can view the latest Check-in information, along with Check-in History and Monitoring information.

The latest check-in (listed below) allows an administrator to review the last user and inspection details recorded on the desired asset. This information will be updated when a new inspection is made.

≡ Asset-01

Latest Check-in   Check-in History   Monitoring

Latest Check-in   Check-in History   Monitoring

Tag Information

Description
Asset-01

Tag Code
04590D422A4B80

IRISS Serial
04590D422A4B80

Site
Site A

Building
Building 1

Equipment Information

Type of Equipment
Switchgear

Location
Room 01

IR Window ID

Transmission Rate
60%

Alarm Temperature
60

Unit of Measure
°C

Check-in Information

Date/Time
2016-05-18 10:30

User
Martin Robinson

Equipment Used
I Camera

Inspection Detail
Normal

Temperature
40

Alarm State
No Alarm

Tags : Check-in History

E Sentry Operations Guide

Within the Asset Tag details the Administrator can also review the tags entire Check-in History, allowing them to see all the inspections that have been performed on the tag.

These columns can be shown and hidden to simplify the table for review. Additionally each Check-in listed can be opened and review to see all the details recorded during that inspection.

Check-ins with an alarm level will be listed with colors associated with the severity of the alarm.

Latest Check-in	**Check-in History**	Monitoring

Columns Shown

☑ Show Alarm   ☑ Show Description   ☑ Show Date   ☑ Show User

☑ Show Site   ☑ Show Building   ☑ Show Location   ☐ Show Window ID

☑ Show Temp   ☐ Show Alarm Temp

Alarm State	Description	Date/Time	User	Site	Building	Location	Temperature
No Alarm	Asset-01	2016-05-18 10:30	Martin Robinson	Site A	Building 1	Room 01	40
No Alarm	Asset-01	2016-05-10 15:18	Martin Robinson	Site A	Building 1	Room 01	50
No Alarm	Asset-01	2016-05-10 14:04	Martin Robinson	Site A	Building 1	Room 01	45

PREVIOUS   NEXT

Tags : Monitoring

E Sentry Operations Guide

Within the Monitoring tag of any E Sentry Tag the administrator can trend data gathered during the life of the tag.

The date range of the graph can be adjusted to look at specific dates and timeframes. The red bar shows the alarm level for this asset, the green line and each point is a logged reading from a previous check-in and inspection.

The E Sentry system allows users to record variety of inspection measurements listed below.

- Degrees Celsius
- Degrees Fahrenheit
- Millimeters per second
- Decibels
- Foot-pounds
- Newton meters
- Millivolts
- Volts
- Parsec
- Relative Humidity

Reports Page

When needed, Administrators can navigate to the reports page and create an excel file ranging though a desired start and end dates, covering all collected data matching their desired fields for all tags in their system.

These reports can then be imported into your local management system for a full review of inspection data gathered throughout the life of your system.

☰ Reports

Report Date Range

Start Date
📅 Enter start date ▾

End Date
📅 Enter end date ▾

Report Fields   SELECT ALL

☐ User   ☐ Site   ☐ Building   ☐ Location
☐ Temperature   ☐ Alarm   ☐ IR Window ID   ☐ Transmission Rate
☐ Inspection Detail ☐ Alarm Temperature ☐ Type of Equipment ☐ Equipment Used

GENERATE REPORT

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