



# Startup Guide





The Safety Team's Resource for Setup, Deployment, and Live Monitoring

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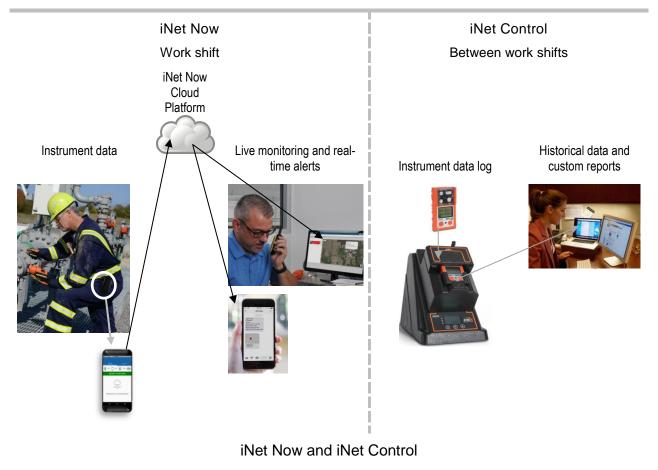
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# iNet® Integrated Solution for Gas Detection

Part of the iNet® Integrated Solution for Gas Detection, iNet Now and iNet Control provide uniquely valuable views of a company's gas detection program.

- *iNet Now* provides the opportunity for its users to learn of and respond to unsafe conditions *as they occur*. With live-monitoring and subscriber-based, real-time alerts, iNet Now users can view details—from a computer or smart-device—about everything from instrument gas readings to gas alarms, mandown events, panic alarms, and more.
- iNet Control provides visibility into a company's gas detection program through historical data and
  custom reports, which can show unsafe conditions or behaviors that require attention. For example,
  data can reveal a pattern of repeated alarms at a single location or identify a worker who turned off an
  instrument during an alarm.



The remainder of this document focuses solely on iNet Now. For more information about iNet Control, visit <a href="http://www.indsci.com/solutions">http://www.indsci.com/solutions</a>.

# iNet Now

### How it works

Using Bluetooth technology, iNet Now happens in the *iNet Cloud Platform* where data from gas-detection instruments are used to provide safety team members with real-time information and alerts about what is happening in-field. *iNet Now Website* users can:

- View instrument status summaries.
- View a live-monitoring map.
- Receive detailed, subscription-based alerts (via SMS text or e-mail) notifying them of gas-detection and worker events.

# Equipment requirements

iNet Now implementation requires gas-detection equipment, smart devices, and a web-enabled device such as a laptop computer. Use the information supplied below to ensure your instruments and smart devices are compatible with iNet Now. If needed, upgrade instrument firmware to the required version.

#### Compatible gas-detection equipment

Instrument	Required firmware version	LENS Wireless required
Ventis™ Pro Series	V2.3 or higher	No
Radius™ BZ1 Area Monitor	V2.0 or higher	Yes

To use the iNet Now Sync app, most smart devices\* will work that have:

- iOS 9 or later or Android 5.1 or later
- Bluetooth Low Energy (BLE) v4.1 or later
- GPS

# Service activation

If your iNet Now service has been activated, go to the iNet Now Website at http://inet.indsci.com.

If you have not yet activated your iNet Now service, go to http://www.indsci.com/activate-inet-now or contact Industrial Scientific.

During activation, your named *Account* will be created along with any named *Account Groups* that are to be associated with it. *Account Groups* are useful when a company (account) has multiple gas detection sites where safety program elements may differ among sites. For example, the gas detection program in place at Plant X differs from the program at Pipeline Y in terms of the potential gas hazards.

<sup>\*</sup> For a list of supported devices, see http://www.indsci.com/inet-now-sync-devices.

# Setup

# iNet Now Website

iNet Now implementation requires people who will play at least one of these roles: administrator, supervisor, and worker.

To get started, the administrator should complete these basic setup activities using the iNet Now Website.

- 1. Log in to the iNet Now Website.
- 2. Choose an account and review its settings.
- 3. Activate instruments.
- 4. Identify users and their roles.
- 5. Create a custom permission set.
- 6. Create user records.
- 7. Assign equipment items to users.
- 8. Create and populate equipment groups.
- 9. Create iNet Now Real-time Alert subscriptions.

As you work, refer back to these tips and tools to help you sort, filter, and otherwise arrange page content.

#### Tips and tools

Symbol	Description		
Grid records per page: 30	Choose the number of records to display per page.		
<b>!!!</b>	Use the Field Chooser to add or remove a data field (column header) from the display.		
<b>♣</b>	Export page contents to Excel format		
	Access options such as clear all filters, reset layout, etc.		
	Use any blank box that appears under a column header to locate any specific value of interest. For example, enter a name in the user column to find users with that name.		
TT	Use the filter symbol to limit content to those records that contain a match with the selected value.		
	When gray in color, the filter is off.		
	When blue in color, the filter is on.		
<b>†</b>	Sort the records in ascending or descending order.		

### 1 Log in

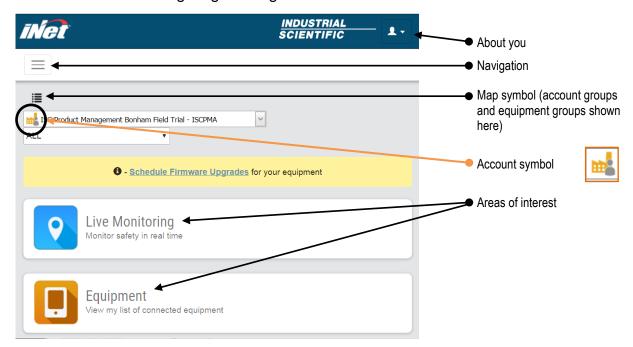
Log in to the iNet Now Website using your preset log-in credentials.

- If you are an iNet Control user, use those log-in credentials for iNet Now.
- If you are not an iNet Control user, use the preset credentials that were created during the iNet Now service activation process.

# 2 Choose account and review its settings

Find the account symbol and use its drop-down menu to choose the account in which you want to work.

#### iNet Now Web Landing Page at-a-glance



Use the navigation and other information provided below to access the account's settings and make any needed adjustments. Should an unacceptable value be entered for any setting, the website will prompt the user with a range of acceptable values

#### Navigation

Administration ▼

**Account Settings** 

Review the settings listed below and make any adjustments.

#### Account settings

Setting Description and options

Time zone Select the time zone in which the iNet Now account will operate.

iNet Now settings Set the number of minutes for each option related to iNet Now Alerts, the subscription-based alerts

that notify recipients (via SMS text or e-mail) of gas and worker events.

Option Effect

Alert escalation If the *primary* recipient of an iNet Now alert does not acknowledge the alert

in the set amount of time and the alert-causing event is in progress, the alert will be sent to its *escalate-to* user. For example, if a worker presses the panic button, but turns it off before the escalation time elapses, *no* 

escalation alert will be sent.

Short-term lost alert

Long-term lost alert

If a powered-on instrument that had been sending data to iNet Now has not sent data for the alert's set amount of time, iNet Now will generate a *lost* alert for that instrument. Each alert setting has its own time interval with the

allowed values for short-term being less than those for long-term.

#### 3 Activate instruments

Activate each instrument that is to be monitored by iNet Now. When an instrument does *not* have an activated status, it will *not* be monitored and its iNet Now alerts will *not* be operational.

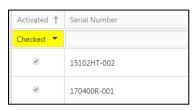
The total number of instrument activations allowed for the account and the number in use are reported on the iNet Now Activations page.

#### Navigation

iNet Now ▼

iNet Now Activations

#### Activations at-a-glance



To view a list of activated instruments, use the view option, *Checked*. Likewise, to find instruments that are *not* activated, use *Unchecked*.

#### Instruction

Use the check-mark box next to an instrument's serial number to activate or deactivate its live-monitoring status. A check mark indicates activation. If an instrument is being monitored by iNet Now or has a status of "lost", it *cannot* be deactivated.

The activations page also displays other data about an instrument such as equipment group, user, etc.

### 4 Identify users and their roles

A "user" is *any* person who plays one or more of these basic roles in iNet Now:

- Administrators who are in charge of the iNet Now program
- Workers who are using gas-detection instruments that are to be monitored
- Workers or supervisors who are using smart devices that are running the iNet Now Sync app
- Supervisors who will view the real-time activity of the monitored instruments
- Other members of the safety team

Administrators should create a record for each user, and set each person's access to iNet Now based on his or her roles. There are three preset access levels known as *standard permission sets* (view details).

- Admin Access gives a user full access to view and make adjustments to all aspects of iNet Now.
- Read Access gives a user access to view much of the data in iNet Now, but little or no access to make changes.
- No Access is useful for workers who are using gas-detection equipment, but who don't need access to any aspect of iNet Now.

In addition to these standard permission sets, *custom permission sets* are easily created as described in the next section.

Any permission set (standard or custom) can be assigned to any user.

A single permission set can be assigned to a user to give him or her *one access level* that applies to *every* group within the account, or the user's permission set can differ from group to group. For example, Mary Smith is a supervisor. She can be given Admin Access to the equipment group for which she is responsible, but the more limited Read Access or No Access for other groups in the account.

# 5 Create a custom permission set

Create a *Custom Permission Set* for users who will be running the iNet Now Sync app, but who will need some access to other features or functions of iNet Now.

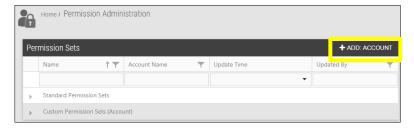
#### Navigation

#### People ▼

#### Permission Administration

To create a custom permission set, use the feature, + Add: Account.

### Permission administration at-a-glance



#### Instruction

The software will prompt you to populate the custom permission set with an access level for each item.

To allow users with this permission set to use the iNet Now Sync app, do two things:

- Make sure the custom permission set has a check mark in the iNet Now box.
- Make sure each user who will be assigned this permission set is also given an iNet Control ID when
  you create user records. This will allow the user to install and use the sync app.

#### 6 Create user records

It is a good practice to create user records that are as fully populated as possible and to regularly update them. Knowing of user-record content options ahead of time can help you gather the information needed to create well-populated user records.

#### User-record content options

Basic settings	Description
Full name	Use a naming convention that suits the organization.
Employee ID	Available for organizations that assign IDs to employees.
Mobile number	Choose the user's country to populate the mobile number's country code, then enter the user's mobile number that is to be associated with iNet Now.
E-mail address	Enter the user's e-mail address that is to be associated with iNet Now.
Language	Choose the language in which the user will view the iNet Now website.
Time zone	Set the time zone to match the zone in which the user works, or use another suitable time zone. Choose the value by time-zone name or in relation to Greenwich mean time (GMT+ or GMT-).
iNet Now Web settings	
Start-up screen	Set the iNet Now website to open to a specific view, such as live-monitoring, upon the user's log in.
Permissions	To control a user's access to iNet Now, assign a permission set. Choose from three standard, predefined permission sets or any available custom permission set.
iNet Control User ID	This is required for any user who will use the iNet Now Website or the iNet Now Sync app. When an ID is entered, iNet Now will generate an e-mail to the user (from "iNetDoNotReply"), providing a link for him or her to create a user name and password.

#### **Navigation**

#### People ▼

#### User Administration

#### User administration at-a-glance



To create user records, use one of two options, duplication or addition.

To find a user, by name, employee ID, etc. use the search box underneath the column header of interest.

To edit an existing user's data, use the settings symbol (\$\frac{\pi}{2}\$) next to that user's name.

#### Instruction

#### Create a user record

**Duplication option** User name

> If the record for the new user is to have settings similar to those of an existing user name, click on the *settings symbol* ( ) next to the existing user name and choose the "duplicate" option. This creates a record for a new user where some fields, such as permissions, will match the existing user; other fields, such as name, will be blank. Add

to and edit the new-user record as needed.

♣ ADD NEW PERSON

Addition option

To create a new-user record that does *not* duplicate the record of an existing user, choose the option, Add New Person; then, populate the new-user record as needed.

#### View or adjust an existing user record

To view a user record and edit basic settings like e-mail address, click on the user name. User name

> To edit to both basic settings and more advanced settings use the settings symbol ( ) next to the user's name. Here, you can upload a user photo or access things like permission set. Likewise, to delete a user record use the settings symbol.

To unlock a locked-out user, uncheck his or her *Locked Out* box, then click on the settings symbol ( •) next to that user's name and select "reset password".

#### 7 Assign equipment items to users

The Equipment List allows you to view baseline data about each equipment item. Use tips and tools to sort, filter, and otherwise arrange page content.

#### Navigation

Equipment **V** 

**Equipment List** 

#### Equipment list at-a-glance

Drag a column header here to group by that column			
Serial Number	Category <b>T</b>	Туре	T
16110AV-002	Instrument	Ventis Pro5	
16110AV-001	Instrument	Ventis Pro5	

Data for each equipment item may include any or all of the fields listed below, plus any administrator-created data fields.

- Serial number (SN)
- Category (e.g., instrument)
- Type (e.g., Ventis Pro)
- Equipment group
- Last upload time
- Firmware version
- iNet Now activated status
- User

#### Instruction

To assign or reassign any equipment item to a user, click on its serial number. Then, find the *User* section to view the user name to whom the item is assigned. Use the associated drop-down list to assign the equipment to any user in the list.

If a name does not appear in the list, the person may not yet have a user record; create a user record for that person and you will then find his or her name in the list.

## 8 Create and populate equipment groups

Create and manage a hierarchy of equipment groups that is meaningful to the organization and its safety program. For example, if multiple gas-monitoring locations exist within a single plant, a group can be created for the plant (e.g., "Plant 1"), then subgroups can be created for various areas with the plant (e.g., "Boiler Room").

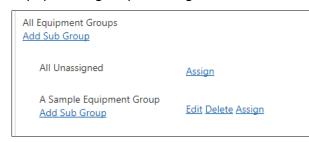
#### **Navigation**

#### Equipment **V**

#### **Equipment Groups**

The *Equipment Groups* page displays existing, named equipment groups (a.k.a., *Sub Groups*) under the main heading of *All Equipment Groups*.

#### Equipment groups at-a-glance



As equipment groups are created, the display will visually indicate hierarchy. It will clearly show relationships—which subgroups belong to which "parent" group. Continuing with the example from above, the equipment-group hierarchy might look like this.

Plant 1
Boiler Room
Manufacturing
Manufacturing East
Manufacturing West

#### Instruction

Use the *Add Sub Group* feature to create equipment groups. As groups are created and the hierarchy takes shape.

To populate and manage equipment groups, use the *Assign, Edit,* and *Delete* options as outlined below. When working in equipment groups, the following apply.

- To add or remove an item from the group, use the check-mark box next its serial number (SN); a check
  mark indicates the item is added.
- Each equipment item can be assigned to *only* one equipment group at any given time.
- Use tips and tools to sort, filter, and otherwise arrange page content.

#### Assign

Use the *Assign* option that appears next to any named group to view its equipment assignments and make adjustments.

#### Equipment assignments at-a-glance



A check mark indicates the item is assigned to the group; an empty box indicates it is not

The item is assigned to a different group; use the symbol to see where in the equipment-group hierarchy it resides.

#### Edit

Use the Edit option to revise the group's name or reassign it to a different parent group.

#### Delete

Use the Delete option to delete a group. The group name will no longer display within the equipment group hierarchy; its formerly assigned equipment items will automatically move to the *All Unassigned* group.

# 9 Create subscriptions for iNet Now Real-time Alerts

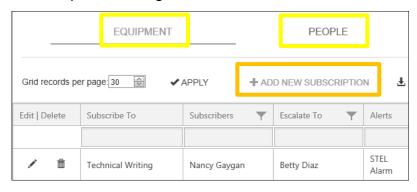
Subscription-based iNet Now Real-time Alerts allow supervisors and other safety-team members to learn of in-field conditions—via an SMS text or e-mail message—as they occur. This supports the safety team's ability to accordingly and immediately respond to an event.

#### Navigation

iNet Now ▼

Real-time Alert Subscriptions

#### Subscriptions at-a-glance



To create or edit a subscription, be prepared with the following information.

- What equipment or people are to be monitored?
- For which events should the subscription send alerts?
- To which iNet Now user will alerts be sent and to whom will they be escalated?
- In what format (SMS text, e-mail, or both) are the alerts to be sent?

#### Instruction

To create a subscription, first choose to monitor *Equipment* or *People*, then, select the *Add New Subscription* feature. Populate the subscription with the required information.

- Choose two alert recipients. The send to recipient is the primary recipient. The escalate to person will
  receive an alert only when it has gone unacknowledged by the primary recipient.
- Choose the alert-message format (SMS text, e-mail, or both).
- Set each subscription to inform its recipients of any or all the events listed below.

#### Alert event options

Instrument events	Description	
Panic alarm	The instrument's panic button has been pressed and held down long enough to turn on the panic alarm.	
Man-down alarm	The instrument has been stationary for the set period of time.	
High alarm	The detected gas concentration has reached the instrument's high-alarm setpoint.	
STEL alarm	The cumulative measure of a detected gas exceeds the instrument's short-term exposure limit setpoint.	
Low alarm	The detected gas concentration has reached the instrument's low-alarm setpoint.	
TWA alarm	The cumulative measure of a detected gas exceeds the time-weighted average setpoint of the instrument.	
Real-time Alert events		
Real-time Alert Settings	The instrument's detected gas concentration has reached the account's Real-time Alert Setting for a specific gas. See also <i>Related topics</i> below.	
Short-term lost	The instrument has not been powered off, but has not sent any data to the iNet Cloud for	
Long-term lost	the set amount of time. See also Related topics below.	

#### Related topics

#### Real-time Alert Settings

These optional settings allow the safety team to create, for each gas, a threshold that is different from the gas-alarm settings of the monitored instruments. The option is useful for known gas conditions. For

example, the iNet Now *real-time alert setting* for Sulfur Dioxide (SO<sub>2</sub>) has a gas-concentration value that is *higher* than the SO<sub>2</sub> high-level gas alarm on Joe Smith's instrument. Joe is working in a facility that has a gas-detection history of SO<sub>2</sub>. His instrument is in high alarm for SO<sub>2</sub> and an iNet Now alert is sent. Something causes the SO<sub>2</sub> reading to quickly escalate and reach its *real-time alert setting*; this produces a new alert, which can serve to indicate that the worker is in a potentially critical situation.

View and edit gas values for Real-time Alert Settings using this navigation:

iNet Now ▼

Real-time Alert Settings

View and edit the time-interval values for short-term lost, long-term lost, and alert escalation settings using this navigation:

Administration ▼

**Account Settings** 

# iNet Now Sync app

After completing all tasks outlined in the website setup section of this document, the iNet Now Sync app should be installed on the compatible smart-devices that are to be used in the deployment of iNet Now's live-monitoring program.

## Smart-device settings and app installation

To complete the installation of the iNet Now Sync app, you will need your preset log-in credentials. If you have an iNet Control ID and password, use those. If you don't know your iNet Control or your iNet Now ID and password, see a supervisor for assistance.

The iNet Now Sync app requires the smart device to have enabled its operating-system settings listed below. This can be done on the device before installing the app; otherwise, the app will prompt the installer to allow any needed change.

- Bluetooth
- Location
- Notifications

Access the app store on the smart device.

- Search for and install the iNet Now Sync mobile application.
- Open the app and follow the on-screen instruction.
- At the prompt, enter your iNet Now user ID and password then tap on Log in. Watch for a message that
  indicates a successful log in. If the log-in attempt is not successful, try again or see a supervisor for
  assistance.

# Ventis Pro settings

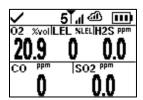
Check the Ventis Pro instruments to ensure the settings listed below are in use. This can be done through the instrument as noted below or through iNet Control.

Note: Any changes made manually to the instrument will be overridden when the instrument is next docked.

#### Ventis Pro instrument settings

Settings menu Maintenance	Setting Bluetooth	Value  iNet Now or iNet Now and Local; choose the latter if the site uses iAssign Beacon equipment.
Wireless	iNet Now Sync while charging	On is needed if the instrument is expected to communicate with iNet Now during charging. For example, if a lone worker with limited access to a docking station uses a truck-mounted charger, the instrument will continue to send data to iNet Now while it is charging.

Once the settings are made, the cloud symbol (49) should appear on the Ventis Pro display screen. If the cloud is missing or appears with a line through it, identify the <u>cloud-connection issue</u> and take corrective action.



When iNet Now is enabled on a Ventis Pro, communication will begin with smart devices that are running the iNet Now Sync app and are within a 30 m (32 yd). The following apply.

- Smart-device-to-instrument pairing is not needed.
- Each smart device that is running the sync app will communicate with multiple, enabled Ventis Pro instruments that are within range.

#### Radius BZ1 and LENS Wireless

The Radius BZ1 can be made functional for iNet Now live monitoring *only by* using the instrument's LENS Wireless features. The following apply.

- The settings and peer-joining tasks outlined below must be completed. The required settings can be
  made through the instrument as noted below or through iNet Control. The joining process must be
  completed through the instrument.
- In addition to the Radius BZ1, the LENS Wireless group *must include* at least one Ventis Pro that is set for use with iNet Now and is within range of a smart device that is running the iNet Now Sync app.
- The group can include a total of six instruments (Radius BZ1 or Ventis Pro).

Note: Any settings changes made manually to the instrument will be overridden when the instrument is next docked.

#### Radius BZ1 settings and peer joining

Settings		
Menu	Setting	iNet Now requirements
Wireless	Wireless Radio	On
Wireless	Group	Assign the RadiusBZ1 to a LENS Wireless group.

#### Radius BZ1 settings and peer joining

Peer joining

Wireless Peers Join new peer

Point the Ventis Pro IrDA window at Radius IrDA window. Hold the Ventis Pro very close to the Radius for approximately five seconds or until the Ventis Pro emits an ascending tone to indicate success.



Check the smart device. View its Activity tab to verify the Radius BZ1 instrument is being monitored by the iNet Now Sync app.

If desired, additional Radius BZ1 units may join the LENS Wireless group by applying the settings listed above and ensuring each unit's *Group* setting matches that of the Radius unit already in the group. Ventis Pro instruments may join the group by using a simple Ventis Pro-to-Ventis Pro joining practice as shown below.



For more information about the Ventis Pro or Radius BZ1, see the instrument's *Product Manual*.

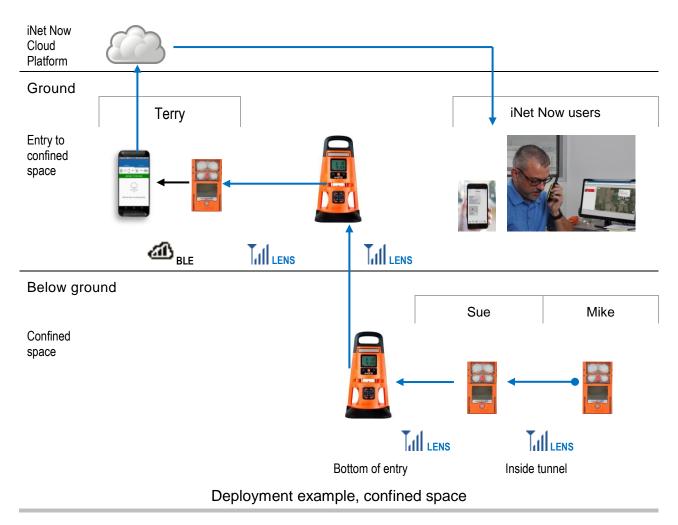
#### Instrument product manuals

Instrument	Publication title	Part number	Link
Ventis Pro Series	Product Manual	17156830	http://www.indsci.com/ventispro
Radius BZ1	Product Manual	17155915	http://www.indsci.com/radius

# Deployment

The iNet Now deployment example below depicts a confined space application to help illustrate how data travel, provided each equipment item is fully enabled for iNet Now functionality. The use of both Bluetooth and LENS technologies helps reduce connection issues that can occur underground or over long distances.

#### Above ground



#### Instrument

Summarized below are the meanings of cloud symbols that may appear on the Ventis Pro display screen and the recommended actions for those indicating trouble with the cloud connection.

#### Cloud-connection status

Ventis Pro display screen	Symbol 4	Meaning iNet Now is enabled, and the signal is strong.	Recommended action —
20.9 0 0.0	€	iNet Now is enabled, but the signal is weak.	Check the surroundings; metal, concrete, and plaster may create interference.
CO PPM  SO2 PPM	Ø	iNet Now is enabled, but the cloud connection is lost.	The instrument operator can acknowledge the warning by pressing the enter button (②).
		There will be a full- screen warning message that the connection is lost; depending on instrument settings, visual, audible, or vibration signals may turn on.	Follow the instruction on the iNet Now Sync App's <u>Status tab</u> .
	no cloud	The instrument's settings may be incorrect or its firmware may require an upgrade.	See a supervisor who can review settings or upgrade the firmware.

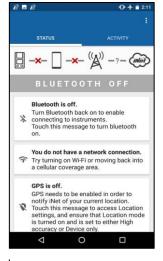
#### Smart device

#### Status tab

The *Status* tab indicates connection status from the instrument through to the iNet Cloud Platform. As shown below, connection issues between data destinations are visually indicated with symbols, and text is provided to help the user resolve any issue.









Cloud connected

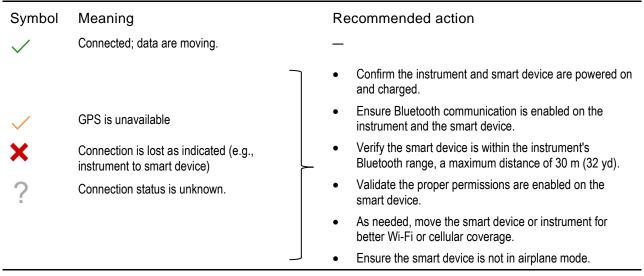
Cloud disconnected

Issue messages

Error message

Sample status tab display

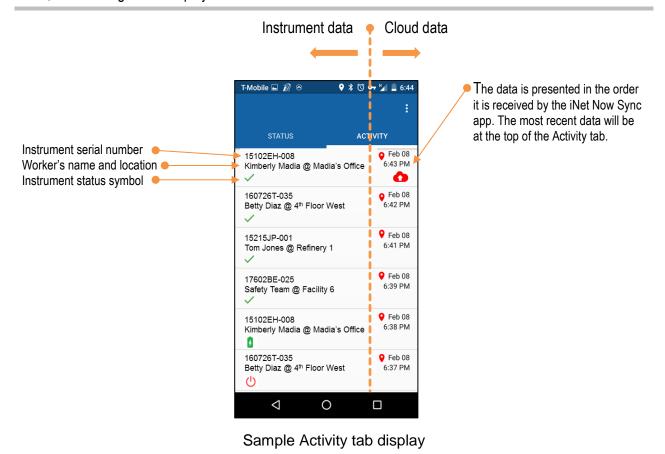
#### Status tab symbols



Note: If the worker is unable to correct the connection issue, contact a supervisor or Industrial Scientific.

#### Activity tab

The *Activity* tab is used to view instrument and cloud data. The left side of the screen displays instrument data, while the right side displays cloud data.



The symbols used to communicate real-time activity of the instrument and the cloud are shown and described below.

### **Activity Symbols**

Symbol	Meaning	Notes
Instrument		
<b>✓</b>	The instrument is being monitored.	_
	The instrument battery is charging.	The instrument is still monitored while charging.
4	The instrument battery charge is low.	Charge the instrument battery.
•	The instrument is experiencing a gas-event alarm: gas present (high or low), STEL, or TWA.	Respond according to company safety policy.
	The panic button on the instrument has been pressed.	Respond according to company safety policy.
or 🕊	The Man Down alert has been activated. The instrument has not moved for the set period of time.	Respond according to company safety policy.
Ф	The instrument is turned off. It is not monitoring for gas and not being monitored by iNet Now.	Respond according to company safety policy. Turn on the instrument to enable live monitoring.
?	The instrument status is unknown.	Contact Industrial Scientific.
iNet Cloud Pl	atform	
•	The smart device is located.	The smart device location can be viewed using the iNet Now Website's live monitoring feature or from an iNet Now alert.
no cloud	Data was successfully uploaded to the iNet Cloud.	_
	Data are being uploaded to the iNet Cloud.	_
<b>@</b>	iNet Now Sync is unable to upload data to the iNet Cloud. The app will retry the upload.	_
\$	iNet Cloud rejected the data upload. Ensure the iNet account is set up to monitor the instrument.	

Note: Symbols displayed on the smart device may vary based on the operating system.

# Live Monitoring

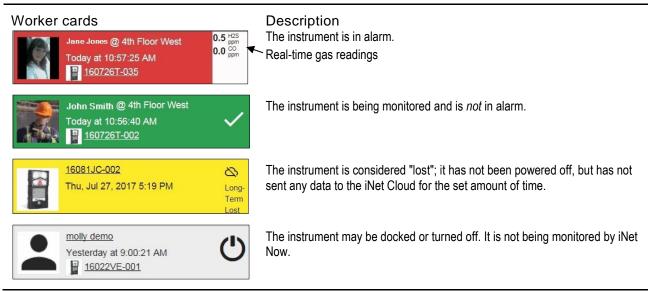
# iNet Now website

The iNet Now website's live-monitoring feature lets its users locate smart devices, within the accuracy range of the device's GPS system, that are monitoring gas-detection instruments. It displays instrument gas readings, gas alarms, man-down events, panic alarms, and more.

- Using colors and a simple symbol set, the page displays a "worker card"—a short, real-time status
  report for each iNet Now monitored instrument.
- The most urgent status will appear at the top of the list.
- When a worker card is selected, the map will zoom in on the location of the smart devices that are monitoring that worker's instrument.

Sample worker cards are shown below to indicate what the iNet Now user may see.

#### Sample worker cards



#### The live-monitoring map

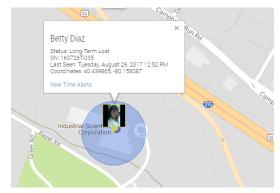
The website's live-monitoring feature provides a geographical map that shows the GPS location of each *smart device* that is running the sync app. On the map, each instrument appears connected to its monitoring smart devices. Workers and equipment are displayed as map pins (♥). The map pin color will match the status color of the worker card.

Select a map pin to view these worker and equipment item details:

- Name
- Status
- Equipment item serial number
- Last-seen date and time
- Coordinates

#### Real time alerts

#### Мар



#### Worker card

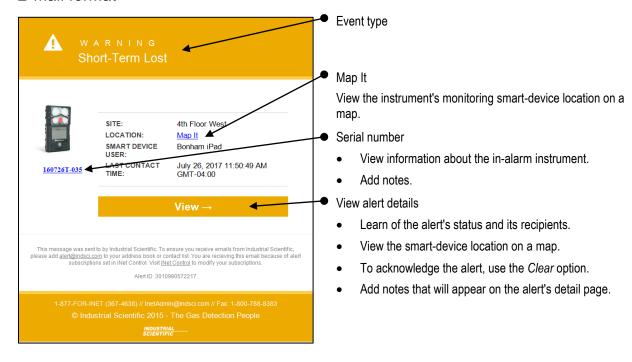


# iNet Now alerts

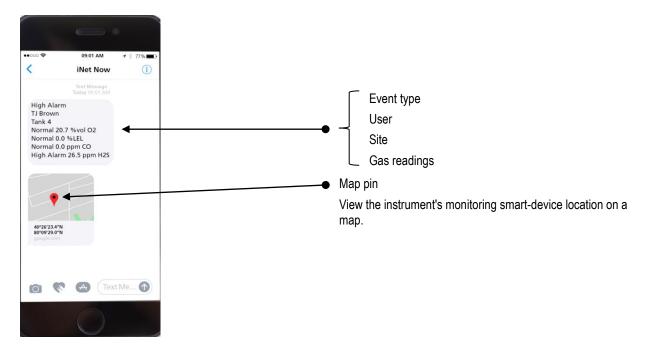
Real-time alert messages from iNet Now are sent via e-mail, text, or both. Samples are shown below.

From the e-mail message, use the hyperlinks to access information, acknowledge the alert, and complete other tasks as listed below.

#### E-mail format



#### Text format



To acknowledge an alert that is received as a text message, log into the iNet Now website and use the navigation and instruction provided below.

# Alert list

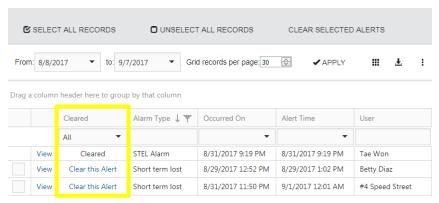
Use the alert list to acknowledge an alert as instructed below.

The list also provides access to alert details, instrument and user information, maps, and other data. Use <u>tips and tools</u> to sort, filter, and otherwise arrange page content.

### Navigation

iNet Now ▼
Real-time Alerts

# Alert list at-a-glance



The Cleared column displays the status for each alert. From its dropdown menu, to view a list of alerts that have not been acknowledged choose Uncleared. Likewise, to view alerts that have been acknowledged, use Cleared.

#### Instruction

To acknowledge an individual alert, use its *Clear* option. To clear two or more alerts, use the check-mark boxes to select the items; a check mark indicates the item has been selected. Use the *Clear Selected* option to continue.

When an alert is acknowledged, the following apply.

- The alert's status is updated to *cleared*.
- If the alert has not yet been escalated, the escalation will not occur.
- The person who is clearing the alert will be prompted to confirm the action and will have the option to enter a note that will appear in the alert's detail page.
- The website's logged-in user will be listed in the alert's detail page as the *cleared-by* user.

# **Appendix**

# Standard Permission Set Details

Feature	Access level	
	Read access	Admin access
Activate a Docking Station	_	Allowed
Add notes	Allowed	Allowed
Assign users to Instruments	_	Allowed
Delete notes	_	Allowed
Edit Account / Dashboard Settings	_	Allowed
Equipment Debug Logs	_	Allowed
Force Events	Allowed	Allowed
Schedule Firmware Upgrades	_	Allowed
iNet Now	_	Allowed
Alerts	View	View and Clear
Data log Alarms	View	View and Clear
Data log	View	View and Edit
Equipment	View	View and Edit
Equipment Groups	View	View and Edit
Event Schedules	View	View and Edit
Events	View	View and Edit
Report Administration	_	View and Edit
Settings Groups	View	View and Edit

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