

# se:connects administrator handbook for IOTA client

## Table of contents

1.	Creation of new users .....	3
2.	Creation of a new object (building).....	6
3.	Creation of a new object (floor) .....	6
4.	Creation of a new object (room).....	8
5.	Creation of a new object (workplaces).....	9
6.	Creation of a new object (smartchair-se/sensors) .....	10
7.	Linking objects manually .....	12
8.	Creation of new maps.....	12
8.1	Assigning/drawing in the workplaces on the map.....	13
9.	Version history.....	14

# 1. Creation of new users

There are two ways to create new users. If individual or only a few users are to be created, it is advisable to use the first method; if there are a large number of users, the second, but somewhat more complex method should be used (with this method, the user, user name and E-mail address identical, if this is not desired, this must be changed individually for each user).

## Create user Method 1:

1. Open Users&Roles
2. Open User
3. "+Add" opens an input mask in which the data for the new user can be entered
4. All fields with \* must be filled in, the others are optional. As a rule, however, the first and last name are entered
5. It is important that "Enabled" is ticked, otherwise the user cannot log in to IOTA and se:connects

### Credentials

(\* Required)

* Username:	<input type="text"/>
* Email:	<input type="text"/>
* Password:	<input type="password"/>
* Confirm password:	<input type="password"/>
Tags:	<input type="text"/>
Locked:	<input type="checkbox"/>
Enabled:	<input checked="" type="checkbox"/>
Last login:	<input type="text"/>

First name:	<input type="text"/>
Last name:	<input type="text"/>
Company name:	<input type="text"/>
Job title:	<input type="text"/>
Gender:	<input type="text"/>
Phone number:	<input type="text"/>
Street:	<input type="text"/>
Area:	<input type="text"/>
City:	<input type="text"/>
Postcode:	<input type="text"/>
Country:	<input type="text"/>

6. Under Tenants, the user is assigned the appropriate authorizations for the respective tenant

7. The roles are assigned to the user under "Roles". These must be selected accordingly and moved to the "Assigned" area
8. The same applies to the "Object types" here, as a rule, all objects are always assigned

**\* Tenants**

**Available**

Search ...

**Assigned**

Search ...

Sedus

←

→

**\* Roles**

**Available**

Search ...

sedus Administrator
sedus Data user
sedus generate PIN
sedus PIN
sedus sehub locker
sedus User with parking

**Assigned**

Search ...

sedus Assistant
sedus User
sedus User can book in future

←

→

←

**\* Object types**

**Available**

Search ...

**Assigned**

Search ...

sedus_building
sedus_floor
sedus_locker
sedus_parkingplace
sedus_room
sedus_sehub
sedus_smartchair-gw
sedus_smartchair-se
sedus_workplace

←

→

←

9. If a phone number has to be given, make sure that it doesn't get too long. For example, if two numbers are to be specified, this can cause an error when uploading


10. The process is completed with "Save" and a message appears indicating the success of the new system
11. The newly created user is now displayed under User

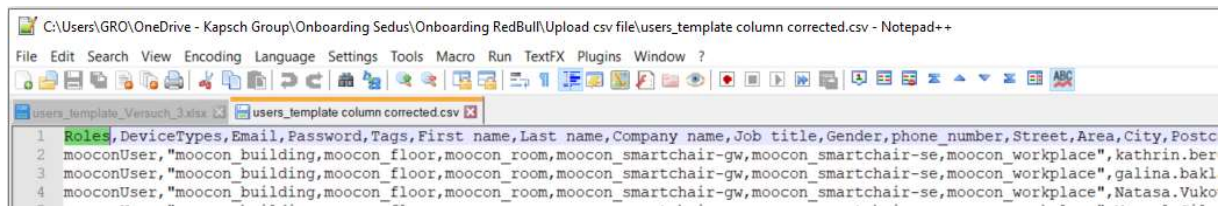
### Create user method 2:

(With this method, user name and e-mail address are identical when they are created. If this is not desired, this must be changed individually for each user afterwards).

1. Open Users&Roles
2. Open Users
3. With "Export Template" a CSV file is exported, in which the user data needs to be entered
4. The columns marked in yellow must be filled out. As a rule, the first and last names are also filled in

	A	B	C	D	E	F	G
1	Roles	DeviceTypes	Email	Password	Tags	First name	Last name
2	mooconUser	?moocon_building,moocon_floor,moocon_room,moocon_smartchair-gw,moocon_smartchair-se,moocon_workplace?	thomas.macintosh@redbull.com	rb2020		Tom	MacIntosh
3	mooconUser	?moocon_building,moocon_floor,moocon_room,moocon_smartchair-gw,moocon_smartchair-se,moocon_workplace?	Thomas.Muehlbauer@redbull.com	rb2020		Thomas	Mühlbauer

5. The tenant for which the user is to be released must be entered under "Roles". However, you have to pay attention to the spelling. So the name of the tenant, in this example "moocon" and then the word user, i.e. mooconUser. Depending on the tenant name, the label could also contain a space
6. In this case, only the user role is assigned to the created user. If this user is also to be added as an admin, mooconAdministrator should also be entered here
7. All objects for which the user should be enabled are entered under "DeviceTypes". Since there are several objects in one column and these are separated in the Excel CSV with a comma, these are recognized as separate columns during the import and an error would occur when the file was uploaded, since the number of columns no longer counts matches the template
8. To prevent this, a character change is made after creating the CSV to avoid this problem.
9. For this, before and after the enumeration of objects ("Tenant Name" and "\_ObjectType,") a "?" is set, which in turn is replaced by a quotation mark -"-" in the next step. Quotation marks describe table columns in CSV
10. ?moocon\_building,moocon\_floor,moocon\_room,moocon\_smartchair-gw,moocon\_smartchair-se,moocon\_workplace?
11. This file is saved and closed
12. Right-click, open the saved file with  Edit with Notepad++ or similar text editing programs
13. Now with "search" and "replace" all -?- with a -"-" and all -;- with a -,-
14. This modified file should now look like this and can be uploaded in the IOTA



15. If the upload was successful, a corresponding message appears and the newly added users are now visible under "User".

## 2. Creation of a new object (building)

1. Open Object Management
2. Open Objects
3. If a new object need to be created, this is done by adding it with +Add
4. The following data fields must be filled out: Serial, External DeviceID (EDID) and Name
5. The mandatory field, which is marked with Required in the input mask for the individual system, must be filled out
6. Important: If a new object is created, "Enabled" must be checked in the input mask
7. After saving, the newly created object is displayed under Objects Management/Object and the set filter "buildings"

## 3. Creation of a new object (floor)

1. Open Object Management and open Objects
2. If a new object is to be created, this is done by adding it with +Add. As shown below
3. With +Add a data window opens and the data fields have to be filled out
4. Important: If a new object is created, Enabled must be checked
5. Go on with „Continue“

Objects Management / Objects / Add

**Add new object**  
(\* Required)

EDID \*  
KapschDemo 1.OG

Serial \*  
KapschDemo 1.OG



Object type \*  
kapschdemo\_floor - 295

☒ Enabled

> Continue

6. Assign the desired name in the image below under Name. The name usually describes the corresponding floor and depends on the local designations, this is the name displayed in the app

Objects Management / Objects / **KapschDemo 1.OG**

 Save  Switch

▼ General

Name (* Required)	Value
Name	1. OG

7. Continue with Save. The floor now appears in the object overview.
8. The floor map can be uploaded under map management. It should be noted that a format that is too large can result in a runtime error in the background and no map is displayed as a result. On the other hand, an image with too low a resolution can cause problems when viewed in the app. The size of the uploaded image file should not exceed 4096x4096 px, but should not be much smaller.

## 4. Creation of a new object (room)

1. Open Object Management and go to Objects
2. If a new object is to be created, this is done by importing a prepared csv file or by adding it with +Add. However, the export/import variant is recommended for rooms and workplaces, in this way much data can be inserted quite easily
3. The template for the data upload can be found under Objects Management/Object types and is exported with "Export CSV template".
4. Open the CSV file with MSExcel and separate the text line with "Data/Text to Columns/Delimited/Comma/Default/" split by comma into columns and save it.
5. The following data fields must be filled out:

	A	B	C	D	E	F	
1	Serial	ExternalDeviceId	Parent	Name	Number	Room type	Defau
2	Entwicklung	Entwicklung	GesekeOG01	Entwicklung			
3	Einkauf	Einkauf	GesekeOG01	Einkauf			
4							
5							

6. When assigning the Serial and ExternalDeviceId, make sure that no spaces are used.  
The Serial and the EDID are usually the same
7. By filling the parent, the created object is automatically linked to the object entered as the parent. The "Serial" field has to be used for the parent. Else the connection need to be set manually, this is described later.

When the objects should be connected automatically, make sure the parent child setting in tenant configuration is set correctly "connection FromParentToChild" is -true-  
This is setting has to be -false- when creating sensors with csv upload



8. If a data field is marked with mandatory, make sure, that the required field is also filled out in Excel.

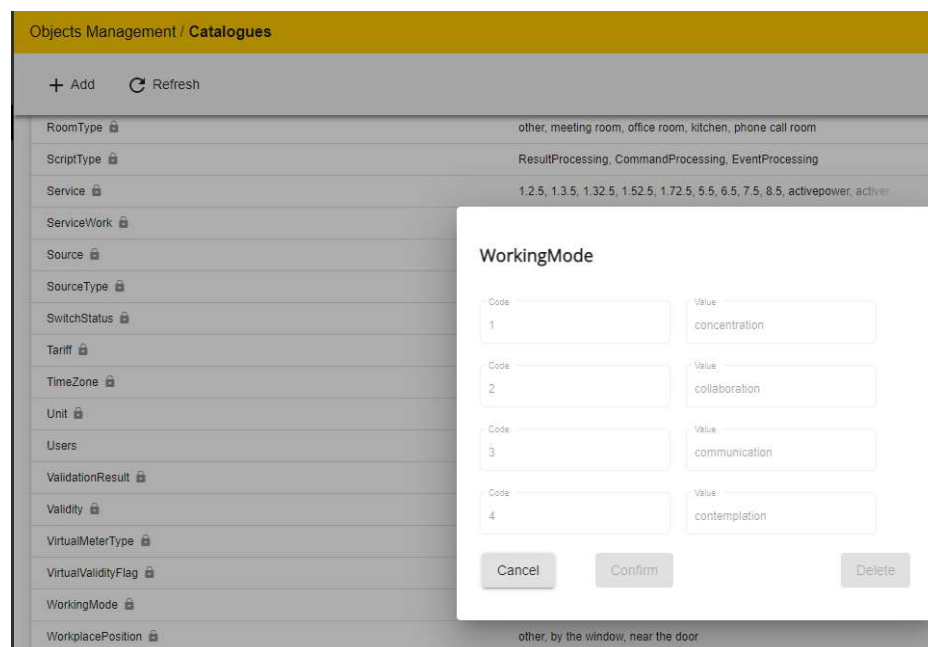


9. If an object should need an activation of attributes, to ensure a certain function or make filtering according to object attributes possible, the relevant column need to be filled in. E.g. if an object should be bookable, in column "Bookable" the value -1- need to be set for -true-.

The content of the attribute field depends on the kind of attribute and can be a numerical value, an email address or a unit of weight, time or measurement.

AR	AS	AT
Bookable	Position	Personal st
1		

If there is a catalog relevant for an certain attribute, the equivalent value for a catalog position must be entered in the corresponding column.



Code	Value
1	concentration
2	collaboration
3	communication
4	contemplation

10. Important: If a new object is created, Enabled must be checked in the input mask. With this procedure, this check mark is set automatically
11. Then import the completed and saved csv file on Objects Management/Object/Import. (If the process was successful, a message will appear confirming the generation of the objects)
12. The newly created object can be seen under Objects Management/Object and the set filter "rooms"

## 5. Creation of a new object (workplaces)

1. The creation of workplaces follows the same procedure as when creating rooms. Described above. Only the template for the upload document need to be from the object type "Workplaces"

- Also the filling of the table and the setting for object connection and attribute activation follows the same rules as described in rooms.

In workplace the setting for "suggestion priority is" is mandatory and need to be at least "1". The higher the number, the higher is the periodization of a certain workplace for the user.

BN	BO	BP
Cardinal direction	Suggestion priority	Monitor
		1
		1

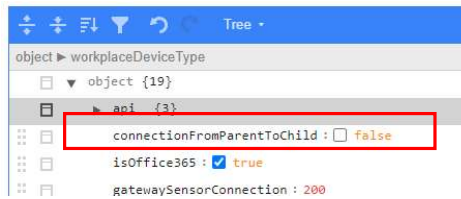
- The newly created object can be seen under Objects Management/Object with filter set to "workplaces".

## 6. Creation of a new object (smartchair-se/sensors)

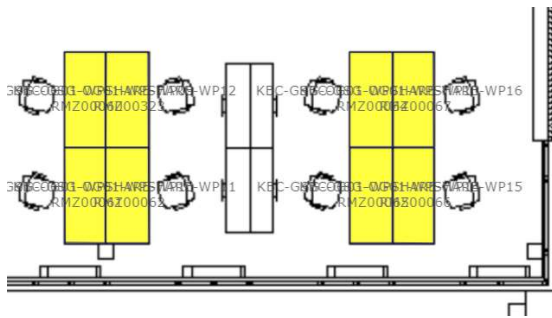
- Also the creation of sensors is very similar to the creation of rooms and workplaces, described above. Only the template for the upload document need to be from the object type "smartchair-se"
- Only the filling of the table and the setting for object connection is slightly different.

	A	B	C	D	E	F	G	H	I	J	K	L
1	Serial	ExternalDeviceId	Parent	MAC address	Inventory ID	Installation status	Configuration	Firmware link	Command code	Communication	Last communication	Status
2	RMZ00054	E83F8BEBFC18	KBC-GSG-OG01-VR-WP01	E8:3F:8B:EB:FC:18		1						1
3												

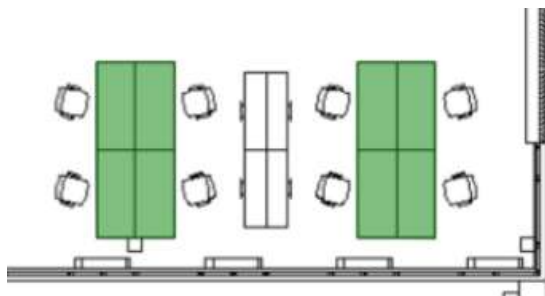
- Only the filling of the table and the setting for object connection is slightly different.  
The Serial is the Name of the Sensor and is printed to the device. The EDID (External Device ID) is similar to the MAC address but without the column and the MAC address is also printed on the device and is mandatory data field.  
When assigning the Serial and ExternalDeviceId, make sure that no spaces are used.
- By filling in the parent (workplace), the created object is automatically linked to the object. Else the connection need to be set manually, this is described later. The "Serial" field should be used for the parent.
- It is also important that the value 1 is entered for "installation status" and "status". If this is missing, the linking of the object is not shown correctly in facility manager of the IoT client.
- Important: If a new object is created manually, "Enabled" must be checked in the input mask. With the upload procedure, this is set automatically.
- When importing sensors, the parent-child dependency must be taken into account. To do this, the connection type must be changed to "false" in the tenant configuration. It is recommended, that after the import this setting has to be changed back.



8. The newly created object is visible under Objects Management/Object and the set filter "smartchair-se".
9. After the sensors have been imported and linked to the workplaces accordingly, these workplaces must be displayed in yellow in the facility manager and as green filled polygons in the seconnects app.



Correct display in Facility Manager



Correct display in seconnects App

10. If this is not the case, there can be several reasons.
  - The first possibility is that a sensor is out of range or defect, i.e. not providing any data.
  - The second possibility is that the sensor communication status of the respective workplace is "DOWN", and inactive. In this case, it makes sense to request support from Kapsch.

## 7. Linking objects manually

If, for example, a building is to be linked to a floor, the following procedure applies, in which a certain hierarchy of the objects must be taken into account.

The link type is a number and represents the way how objects are linked together

### Object types:

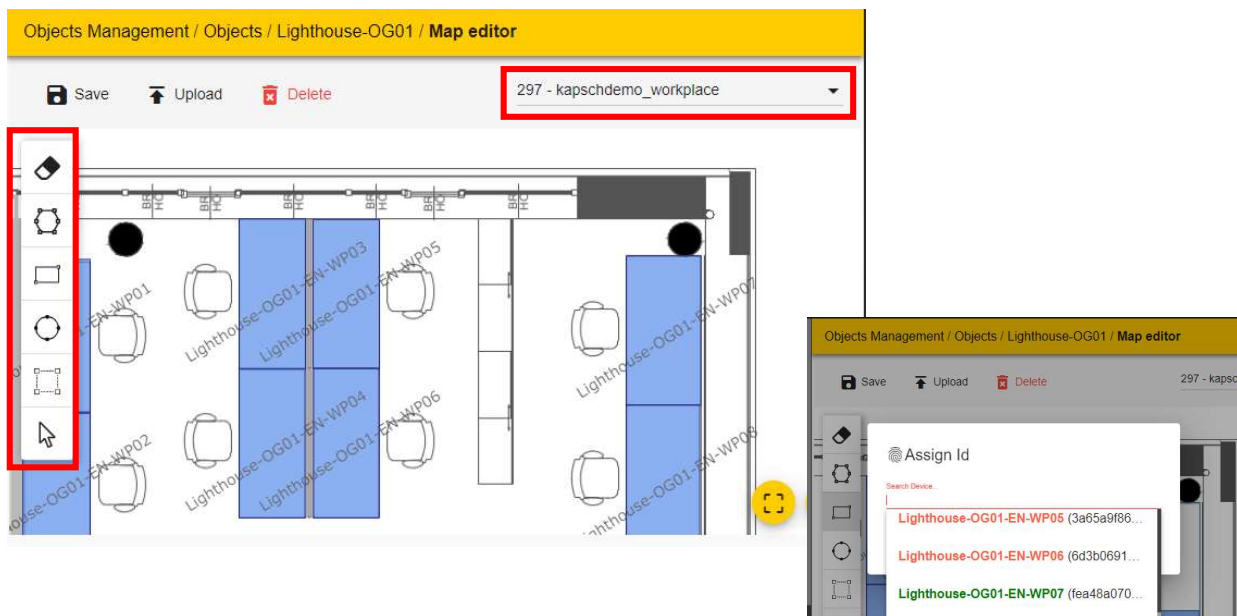
- 200 gateway to sensor
  - 201 sensor to workplace  
(preferred linking position is the workplace, from there sensors and rooms can be assigned to the object at the same time)
  - 202 building to floor
  - 203 floor to room
  - 204 room to workplace
  - 206 building to parkingplace (required if parking spaces are managed via the app)
1. Open Objects Management / Objects / (Search for the object, that need to be connected and open it) / with "Relations", the links that have already been assigned are displayed or new ones can be created.
  2. Create a new linking with Add+
  3. To do this, the relation type must be selected (e.g. 202 building-floor), if you want to link a building to a floor.
  4. The object to be linked is selected under "Object to connect". E.g. the corresponding floor to the building. A drop-down list shows all objects that are permitted for the selected link type.
  5. The newly created link need to be confirmed with "save".

## 8. Creation of new maps

1. Maps are always added to a floor
2. In Objects Management / Objects / Floor/Map Management, a new map can be uploaded with "Upload" (image format .png or .jpg)
3. A map of the floor can be uploaded under map management. It should be noted that a format that is too large can result in a runtime error in the background and no map is displayed as a result. On the other hand, an image with too low a resolution can cause problems when viewed in the app. The size of the uploaded image file should not exceed 4096x4096 px, but should not be much smaller.

## 8.1 Assigning/drawing in the workplaces on the map

1. In Objects Management / Objects set the filter to floor and open the floor for which the map is to be edited.
2. The map saved in this floor is opened under "Map Management".
3. With the dropdown line arranged in the middle in the upper screen area, you can select which object type is to be drawn, e.g. workplace. (See image below)
4. The drawing tools shown on the left can be used to create geometric shapes, which in turn are assigned to objects.
5. When the drawing of the geometric shape is completed, a selection window appears from which the workplace, that should be linked, can be selected. Green objects are ready to connect, red objects are already assigned to other objects.
6. The changes are saved with "Save".



## 9. Version history

Changes	Date	Version
Creation of a new document	04.02.2021	V1
Merging similar passages and making corrections	10.02.2022	V2