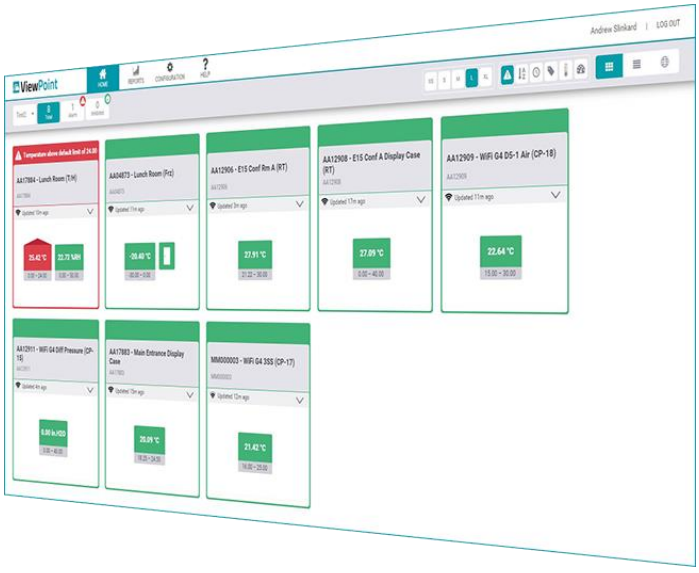
ViewPoint




# ViewPoint User Manual

Software Version 1.4.0

Document No. DS-SW-VP-USRMNL

Jan 19, 2023

Rev. A

MesaLabs

# 1.0 Contents

# 2.0 References

DV1050 Product Requirements for ViewPoint v1.4

# 3.0 Introduction

ViewPoint is a web-based environmental monitoring system. The system provides flexibility not available in standard Client / Server based systems, allowing access from any networked PC, Tablet or Smart Phone.

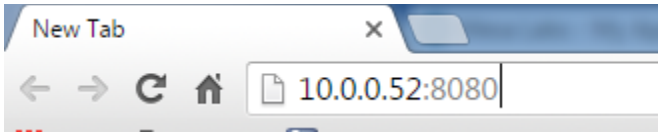
The ViewPoint environmental monitoring system provides users with the ability to configure, manage and monitor a facility's equipment from a single, easy-to-use platform.

Throughout the following sections, this document will walk users through how to set up and use the ViewPoint environmental monitoring system software.

Installation of the system software and initial configuration is normally performed by trained Mesa Laboratories personnel, in conjunction with the end user's IT department. As such, installation of the system is beyond the scope of this user manual.

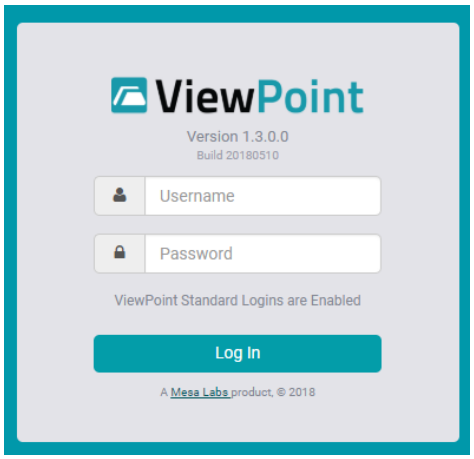
# 4.0 Accessing ViewPoint Web Application

The User Interface of ViewPoint is available as a web application and can be accessed via the browser. After installing the software on the server, open a web browser and enter the server IP or fully qualified domain name into the address bar, as well as the port if ViewPoint is configured to use a non-standard port (see example below).




4-1 Local Server Address (ViewPoint configured for port 8080)

This will direct users to the ViewPoint login page. Enter username and password information and click the Log In button.

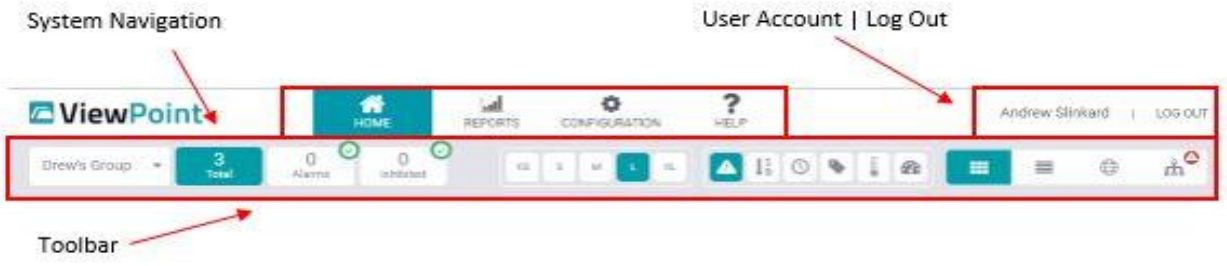



4-2 ViewPoint Login Page

# 5.0 ViewPoint Homepage Navigation

After logging into the system, users will be able to navigate the software to monitor and view the status of the configured Assets on the ViewPoint software.

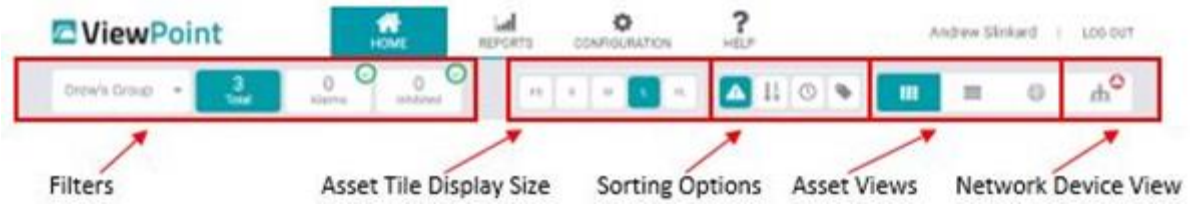
Navigation and options are at the top of the page. The navigation has two sections. On top, next to the ViewPoint logo, is the system navigation. For more information on the System Navigation Menu see sections 8.0 - 0.



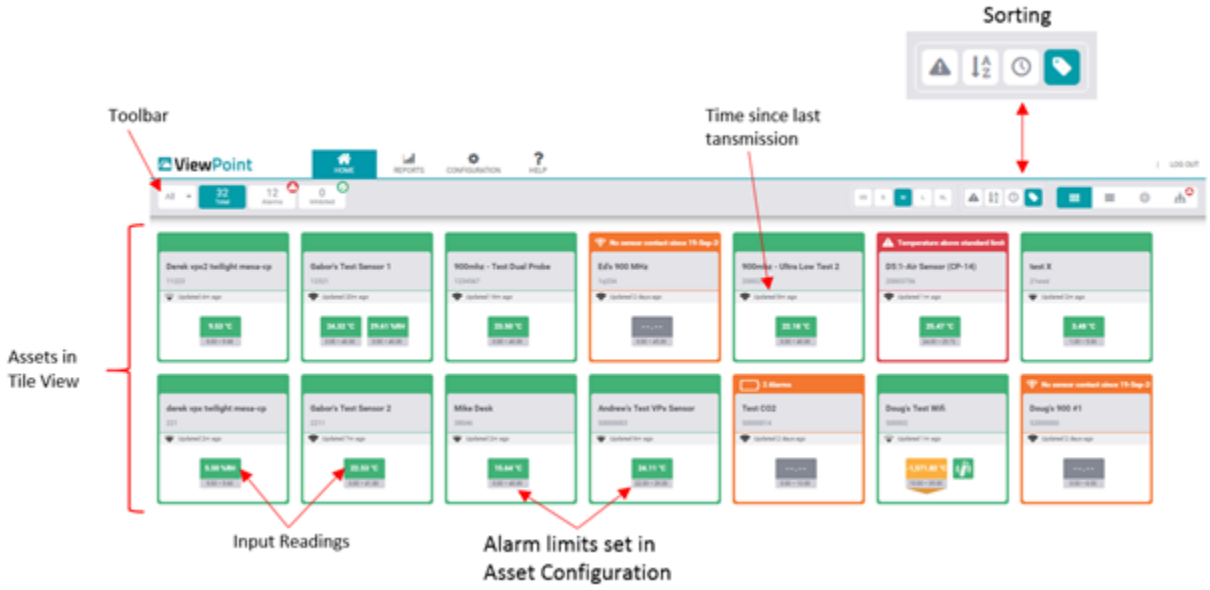

5-1 ViewPoint Navigation

Below the system navigation is the toolbar. The toolbar has four subsections: (from left to right) Filters (sections 5.1, 5.2, and 5.3), Asset View Size Adjustment (adjusts the size of Asset tiles), Sorting Options (sorts Asset tiles), and Asset Views (sections 5.4, 5.5, 5.6, and 5.7).

A user can click on their name in the top right corner to access their account. They can then confirm or edit their contact information (email addresses, phone numbers, etc.) or change their telephone PIN.




5-2 ViewPoint Tool Bar

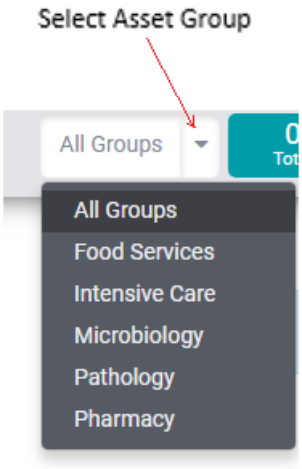



5-3 ViewPoint Homepage

Available sorting options are as follows: (from left to right) Sort by Alarm State, Sort by Asset Name, Sort by Last Contact and Sort by Asset Tag.

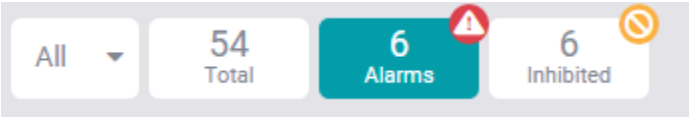
## 5.1 Asset Group Filter

By clicking the Asset Group drop-down (figure 5-**4** Asset Group Selection), users can select the specific Asset group they would like to display on the main screen. Only groups for which the user has permission will be available in the drop-down. The Tile, List, and Map views will then only display assets from the selected group. The Configuration > Groups menus allows for defining what assets are in which group.



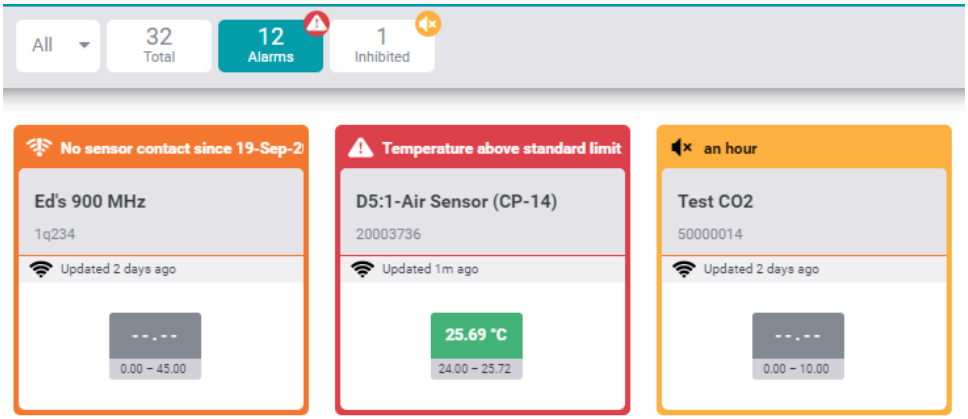

5-4 Asset Group Selection

## 5.2 Alarm Filter



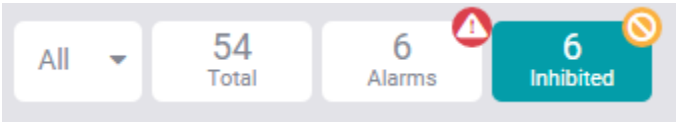

5-5 ViewPoint Filter Options – Alarm Filter Selected

By clicking the “Alarms” filter from the filter options on the top left of the screen, ViewPoint will display only the Assets in the selected group which are in currently in an “Alarm” state.



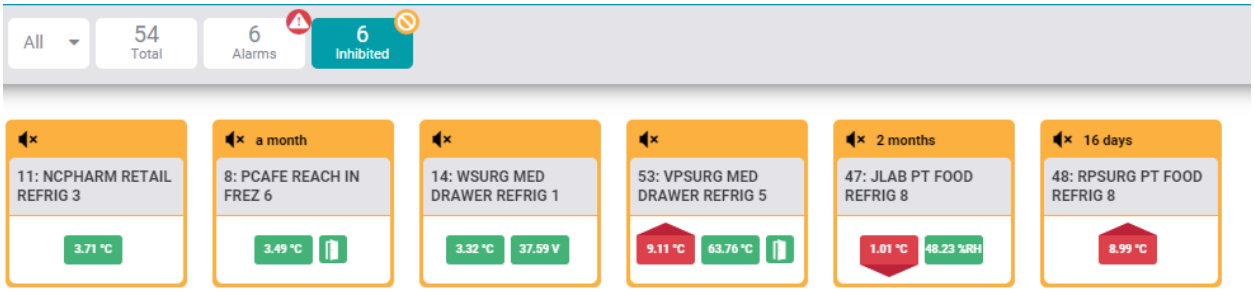

5-6 Alarm Filter

## 5.3 Inhibited Filter




5-7 ViewPoint Filter Options – Inhibited Filter Selected

By clicking the “Inhibited” filter from the filter options on the top left of the screen, ViewPoint will display only the Assets in the selected group that are in an “Inhibited” state.




5-8 Inhibited Filter

## 5.4 Tile View

Clicking the  button in the Asset view section in the top right corner, ViewPoint will display Assets in a tile view.

5-9 Asset Views Section – Tile View Selected

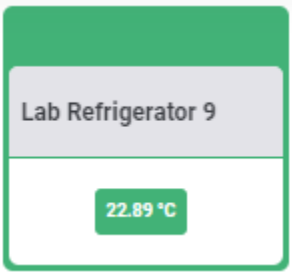

5-10 Tile View

### 5.4.1 Asset Tiles

Additional details are displayed on the Asset Tile, dependent on the Asset Tile Display Size:

**Extra Small (XS):**

The current reading of each input associated with the asset.



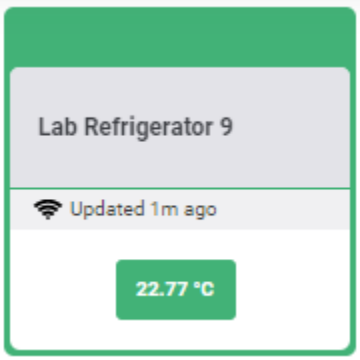

5-11 Extra Small Asset Tile Layout

**Small (S):**

All details from Extra Small (XS).

The signal strength of the sensor associated with the asset (if applicable).

The time elapsed since the sensor associated with the asset last reported in.



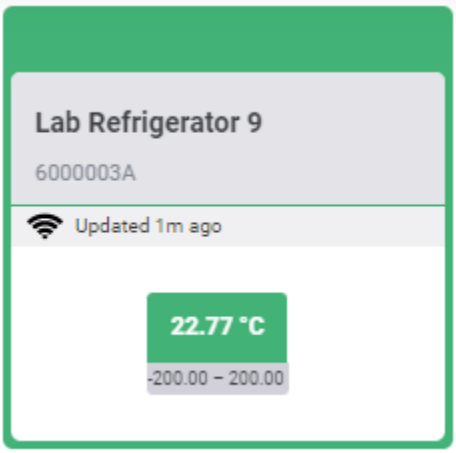

5-12 Small Asset Tile Layout

**Medium (M):**

All details from Small (S).

The asset's "tag" designation.

The lower and upper alarm limits of each input associated with the asset.




5-123 Medium Asset Tile Layout

**Large (L) and Extra Large (XL):**

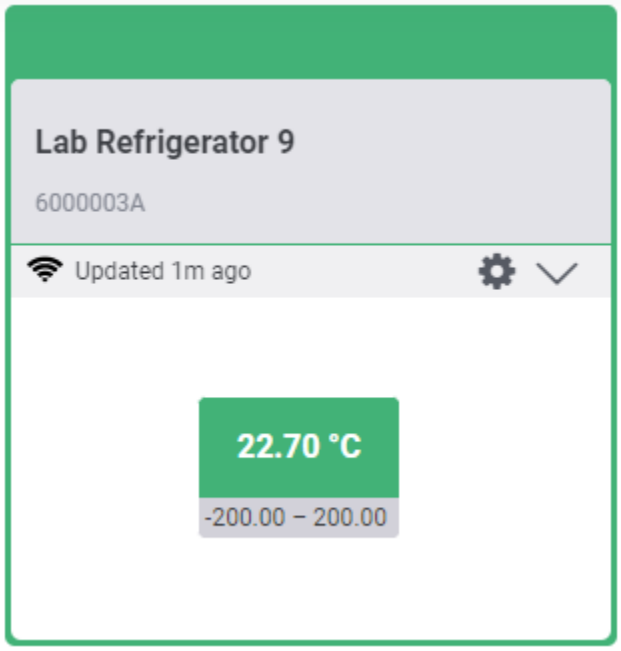
All details from Medium (M).

An icon which can be clicked to display the following configuration information:

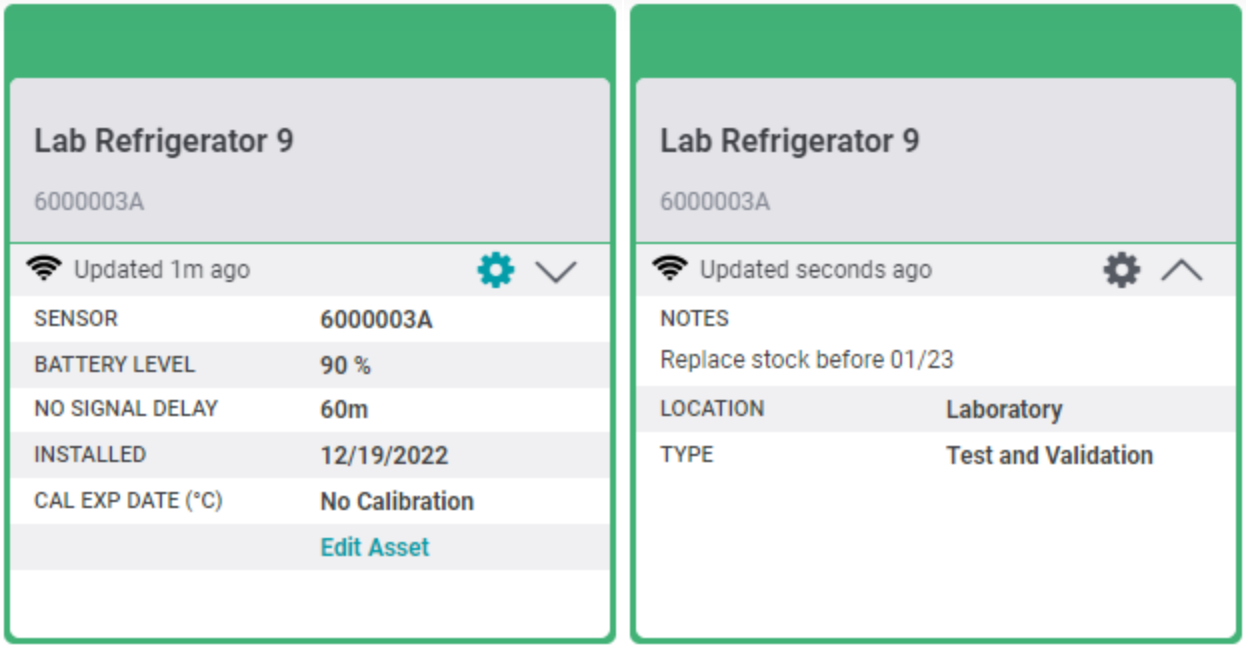
- The serial number/identifier of the sensor associated with the asset.
- The battery level of the sensor associated with the asset (if applicable).
- The currently configured “No Signal Delay”.
- The installation date of the asset.
- The expiration date of the most recent calibration associated with the asset (if applicable).
- A link to access the asset’s configuration page.

An icon which can be clicked to display the following additional information:

- Any user-entered notes regarding the asset.
- The user-entered location information of the asset.
- The asset type.




5-134 Large & Extra Large Asset Tile Layouts

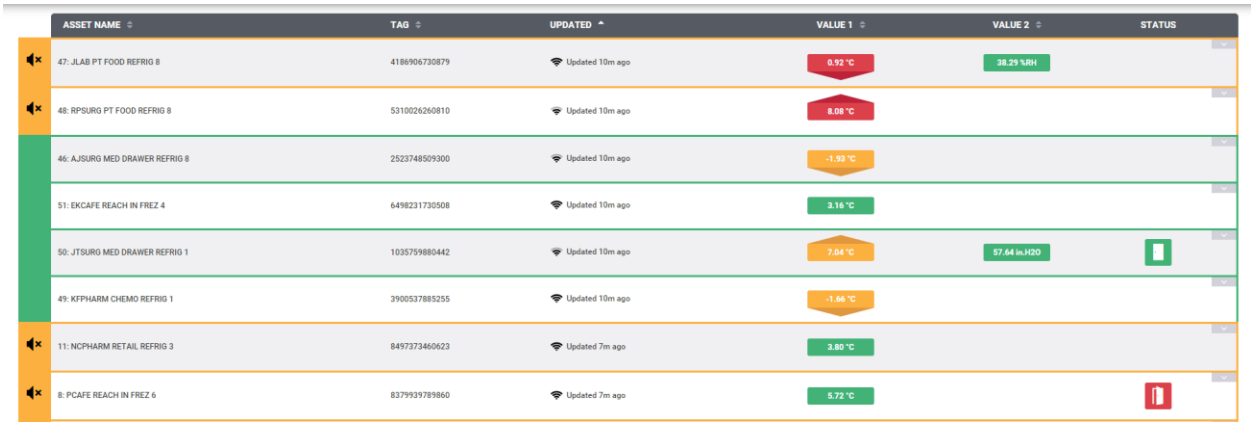



5-145 Large & Extra Large Asset Details

## 5.5 List View

Clicking the  button in the Asset view section in the top right corner, ViewPoint will display Assets in a list view

5-156 Asset Views Section – List View Selected

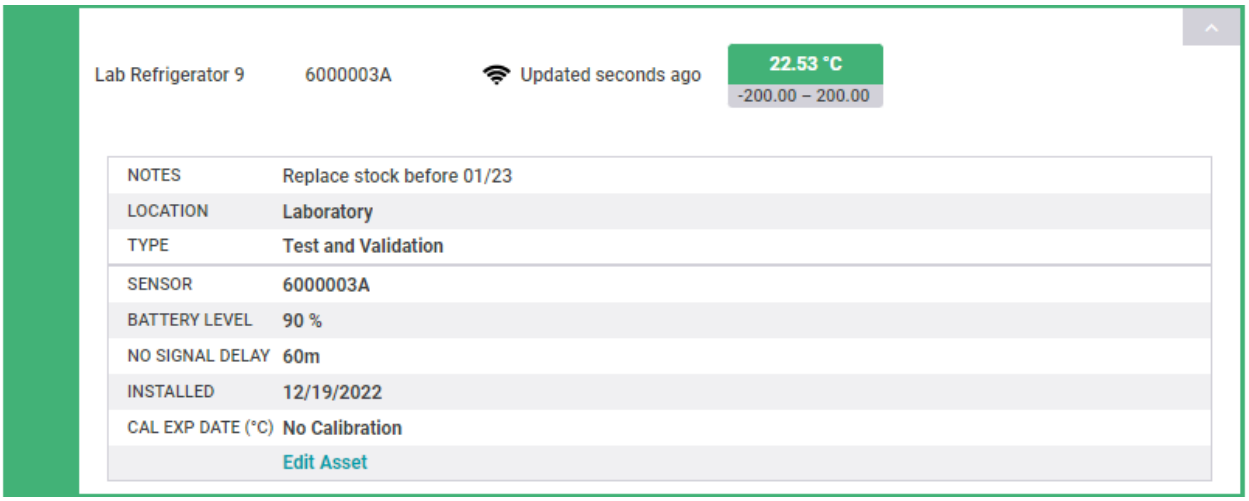



5-17 List View

### 5.5.1 Asset List Entries

The icon of each asset list entry may be clicked to drop-down the following additional information:

- Any active alarm details for the asset (if applicable).
- Any user-entered notes regarding the asset.
- The user-entered location information of the asset.
- The asset type.
- The serial number/identifier of the sensor associated with the asset.
- The battery level of the sensor associated with the asset (if applicable).
- The currently configured "No Signal Delay".
- The installation date of the asset.
- The expiration date of the most recent calibration associated with the asset (if applicable).
- A link to access the asset's configuration page.




5-18 Asset List Entry Details

## 5.6 Map View

Clicking the button in the Asset view section in the top right corner, ViewPoint will display Assets placed over an uploaded map image. (*This feature is available in ViewPoint Pro Only*). The Map View can be utilized to show the placement of Assets in their physical location. See section 9.7 for information on uploading and editing maps.

5-19 Asset Views Section – Map View Selected


5-20 Map View

## 5.7 Network Device View

5-21 Asset Views Section – Network Device View Selected

Clicking the  button in the Asset view section of the toolbar will bring up the Network Device View. This view lists all Network Devices configured in ViewPoint. Network devices include Access Points, VPConnect Panels, and Network Alarm Lamps.

# 6.0 Equipment Status

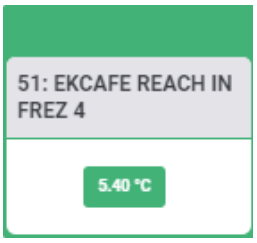
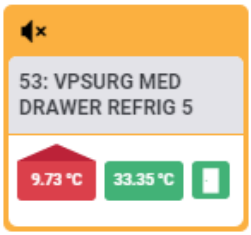
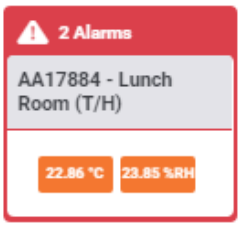
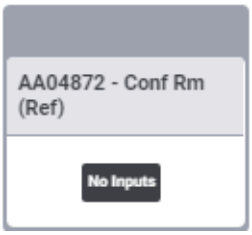
| Tile View Image | Color | Meaning |
|---|---|---|
|  | Green | Asset is in Normal state |
|  | Yellow | Asset in Inhibited state |
|  | Red | Asset is in an Alarm state |
|  | Orange | Hardware fault (No Sensor Contact, Wireless Signal Lost, or Low Battery Voltage state) |
|  | Grey | Asset is in Setup state (Asset is in the system, but data has not been received) |
|  | Green with yellow input | The input is reading outside the alarm threshold but the alarm delay time has not yet elapsed. |

Table 6-1 Equipment Status Color Key

# 7.0 Alarms

If an Asset is in an alarm state, it will be colored Red.

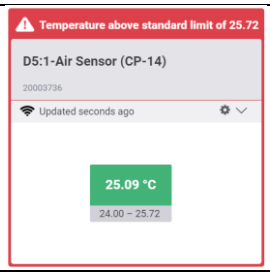
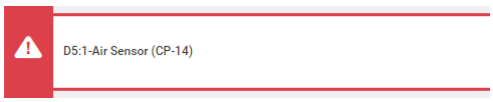
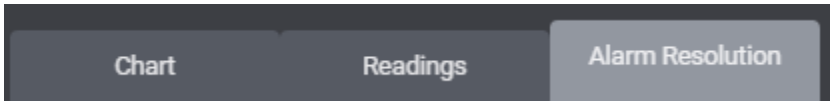
| Tile View | List View | Map View |
|---|---|---|
|  |  |  |

Table 7-1 Assets in Alarm State

When an Asset is in an alarm state, it will proceed to follow the programmed Alarm notifications in the system. (See section 9.2 for more information on Alarm Notification Lists)

## 7.1 Inhibiting an Alarm

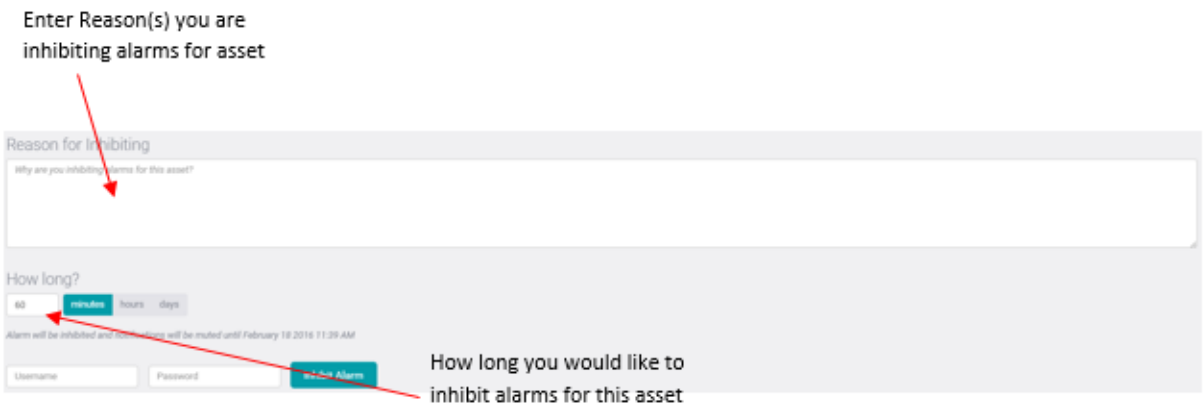
If currently receiving Alarm notifications that are no longer desired, or user wants to inhibit (stop) alarms from being sent (e.g., for the purpose of planned maintenance), from the Home view, click on the Asset (tile or row), a new window will open for that Asset. Click on Alarm Resolution tab (if the Asset is in alarm state) or click the Inhibit Alarms tab if the Asset is not currently in an alarm state.




7-2 Alarm Inhibit Screen - Asset in Alarm State


7-3 Alarm Inhibit Screen – Asset Not in Alarm State

To inhibit an alarm for a set amount of time, select the first option which is “Inhibit Alarm and Mute Notifications.” The user will be required to enter a reason for inhibiting the alarm as well as the desired amount of time to inhibit the alarm.



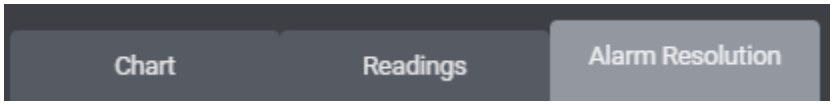

7-4 Inhibit Alarm

After inhibiting the Asset, it will turn yellow indicating the inhibited state.

The asset will stay in an inhibited state until the specified period is up, at which time it will revert to Normal State or Alarm State dependent on the reading at that time.

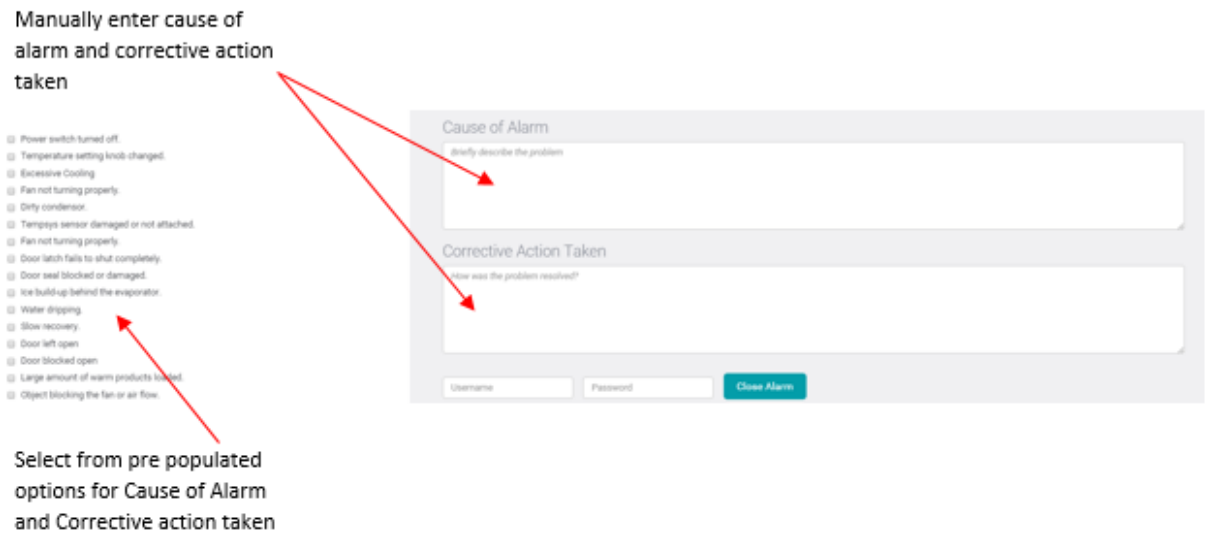
## 7.2 Alarm Resolution

Alarms that have been defined as “Latching” type will not close automatically if the readings return to a normal state. To resolve and close out a latched alarm after resolution actions have been taken, the user must click on the Asset that is currently in an alarm state; a new window will open for the Asset, click on Alarm Resolution tab.




7-5 Alarm Inhibit Screen - Asset in Alarm State

To resolve, and not just inhibit (see section 7.1) the alarm, select File Corrective Action and Close Alarm, this will open options to manually enter cause of alarm and corrective action taken or select from pre-populated options.




7-6 Alarm Resolution

It is required that the user manually enter a cause and the action taken (or selected from pre-populated options), enter username and password (just username for non-21 CFR part 11) and then click Close Alarm.

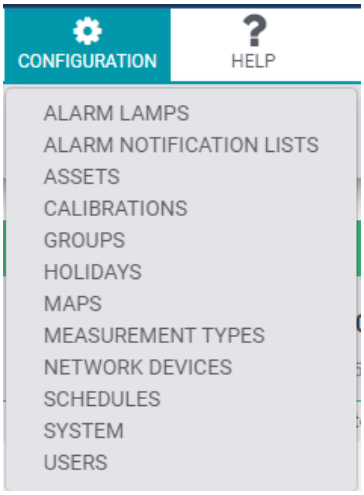
Note: If the alarm is closed, but the readings from the sensor are still out of range, and new alarm will occur after the configured Alarm delay time has passed.

# 8.0 Home


8-1 System Navigation Menu

The “HOME” icon, when clicked, allows users to navigate back to the main dashboard from any location in the software.

# 9.0 Configuration




9-1 Configuration Menu

To access all the configuration options, select the Configuration button from the Navigation toolbar. They are organized loosely (from top to bottom) in the suggested order of setup as many later sections rely on the setup done in sections above them in the menu.

Note: All configuration options are accessible by a system admin. A group admin can access all options except for the System options (section 9.7) and Measurement Types (section 9.8) for the Assets in that admin's group. Standard users cannot access the configuration menu.

Below is a summary description of each configuration item. For specific details, refer to the following sections.

**Alarm Lamps**: Provides methods for adding and setting Alarm Lamp communication parameters (IP addresses). Available Alarm Lamps can then be added to an Alarm Notification List.

**Alarm Notification Lists**: A notification list is a collection of Users or devices (alarm lamps) that will be contacted when the notification list is activated by an alarm condition. Notification lists are used by schedules and can be used for the delivery of emailed Auto Reports. The configuration allows for adding a new list or editing an existing list. Configuration allows for defining the method of contact (phone, email, etc.). Test buttons for email and phone calls are also provided.

**Assets**: An asset is the appliance, device, room, or environment that is being monitored. Asset configuration allows for adding new assets and defining things like which sensor is monitoring the asset, data logging intervals and alarm limits.

**Calibrations**: Provides a list of assets and methods for certificate management or performing a calibration on the sensors.

**Groups**: A group is a collection of assets and a collection of users that are allowed to view the group. Groups also provide ease of navigation and are also used for report generation. Group configuration allows for adding new groups or editing existing groups. Since Groups contain Users, it is preferable to add users prior to creating groups.

**Holidays**: Allows for defining Holiday dates. Once a Holiday has been defined, it can be used to create a special Holiday Schedule which will take precedence over a standard schedule on the given date.

**Maps**: The Maps configuration controls the appearance of the Map view. It allows for adding or changing the Map image, establishing which Assets are on a given Map view, and the location of each Asset on the Map.

**Measurement Types**: Allows for establishing custom scaling parameters and units of measure as might be needed for sensors that report scaled signals such as 4-20 milliamps or 0-5 Volts.

**Network Devices**: Provides methods for adding and setting Network Devices communication parameters (IP addresses) such as Access Points (radio receivers) or VP Connect Panels. Status of these devices can then be seen in the Network Devices view.

**Schedules**: Schedules determine to whom notifications (emails, phone calls) are sent as a function of time of day and days of the week. As such, schedules are the final part of configuration for delivery of alarm emails. Schedules also allow defining Escalation (e.g., if an alarm is not resolved within a designated amount of time, a new notification is sent out).

Schedule configuration consist of:

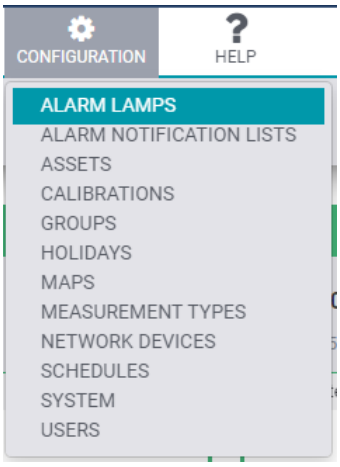
- A collection of assets (most easily defined by group) to which this schedule applies.
- A collection of day of the week and time of day ranges.
- A collection of one or more notification lists associated with each day and time range.

With these options, as an example, a schedule can be set up to deliver alarm emails to some persons during a first shift of the workday, others during a second shift, and even others during the weekends.

**System**: The System configuration screen allows for the configuration of Display, Company ID and Logo, System Security and Notifications (emails) settings.

**Users**: User account configuration establishes roles (permissions) and contact information for who use the ViewPoint system. From the User configuration list, the system administrator can add, edit, or delete user accounts.

## 9.1 Alarm Lamps



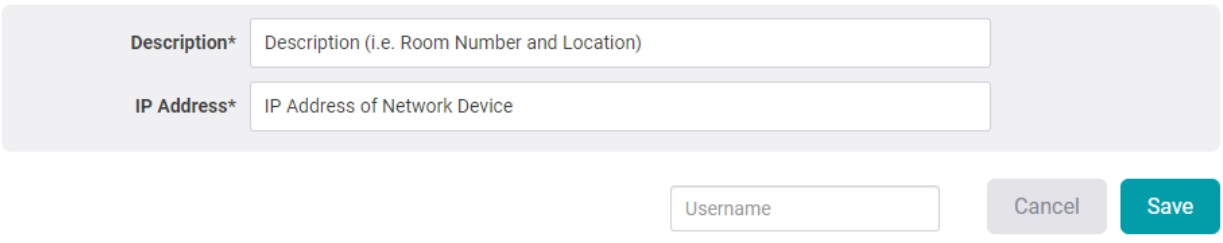

9-2 Configuration Menu – Alarm Lamps Selected

The Alarm Lamp Configuration screen allows for the configuration of the IP addresses of Alarm Lamps, so that the ViewPoint system can trigger or clear alarm lamp notifications. From the Alarm Lamp Configuration screen, users can add new alarm lamps as well as edit lamps currently set up on the system.

Alarm Lamp Configuration changes are not saved until the “Save” button at the bottom of the page is clicked.

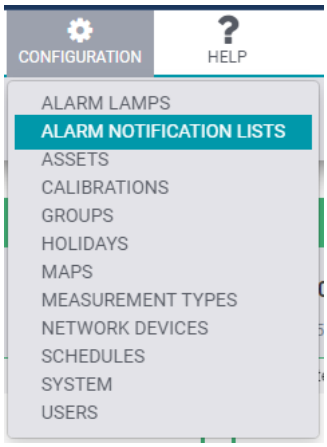

9-3 Alarm Lamp Configuration Screen

When adding a new Alarm Lamp, provide description such as the room number, location, or other identification and IP address of network device.



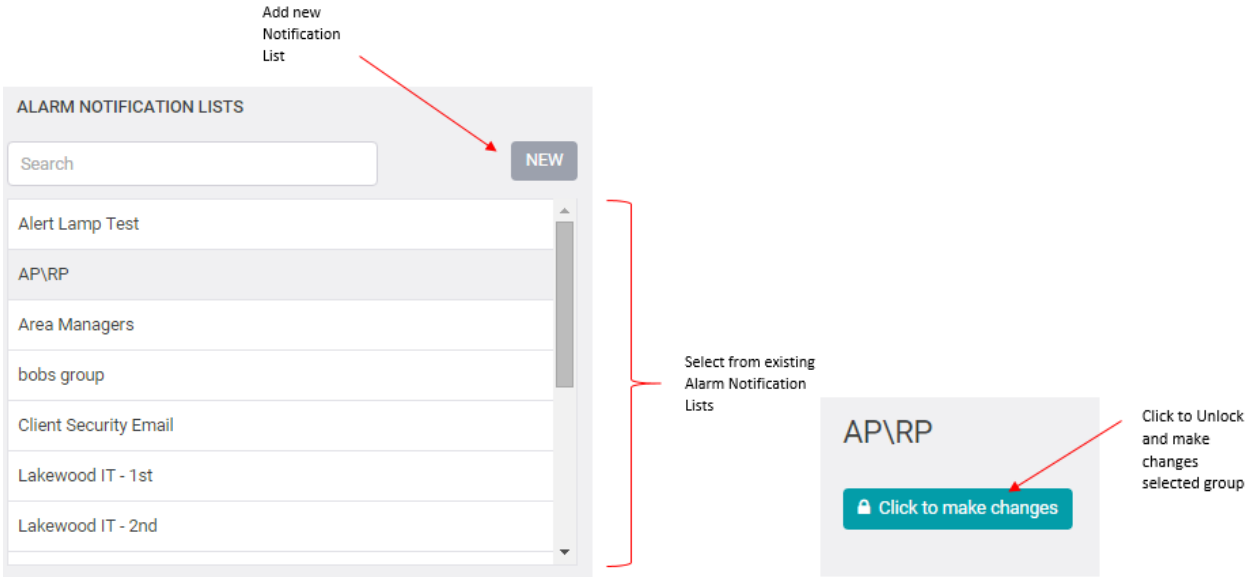

9-4 Alarm Lamp Setup

## 9.2 Alarm Notification Lists



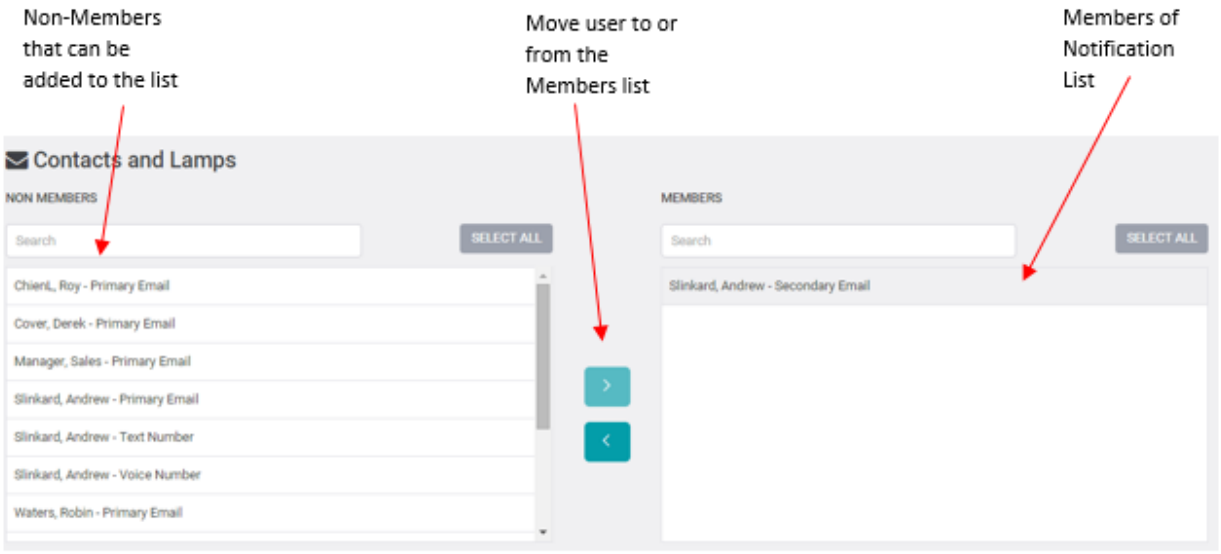

9-5 Configuration Menu – Alarm Notification Lists Selected

A notification list is a collection of Users or devices (alarm lamps) that will be contacted when the notification list is activated by an alarm condition. Notification lists are used by schedules and can be used for the delivery of emailed Auto Reports. The configuration allows for adding a new list or editing an existing list. Configuration allows for defining the method of contact (phone, email, etc.). Test buttons for email and phone calls are also provided.



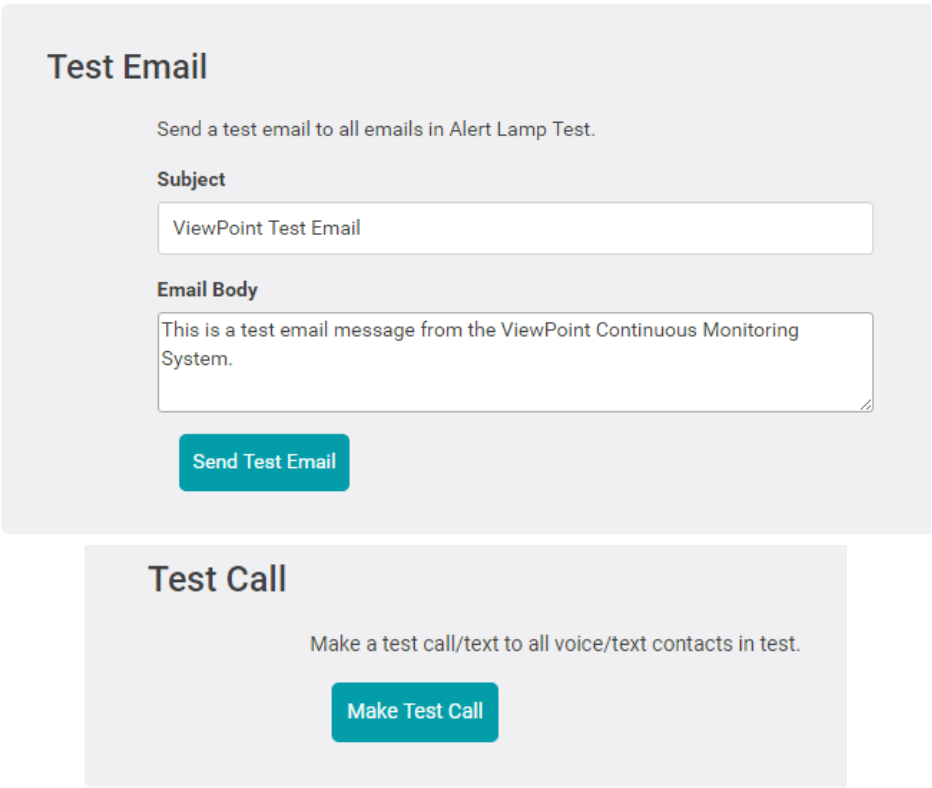

9-6 Alarm Notification Lists – Select and Edit

After "Click to make Changes" the notification list is un-locked and any changes are saved automatically.



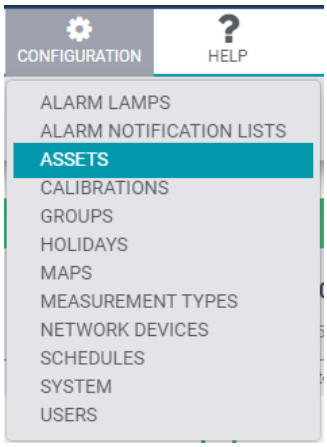

9-7 Alarm Notification Lists

To test an Alarm Notification Group's email contacts, fill out the Subject and Email Body fields in the Test Email section (or leave as default), then click the "Send Test Email" button. To test an Alarm Notification Group's phone and text contacts, simply click the "Make Test Call" button.




9-8 Alarm Notification Lists – Test Email and Call Sections

## 9.3 Assets



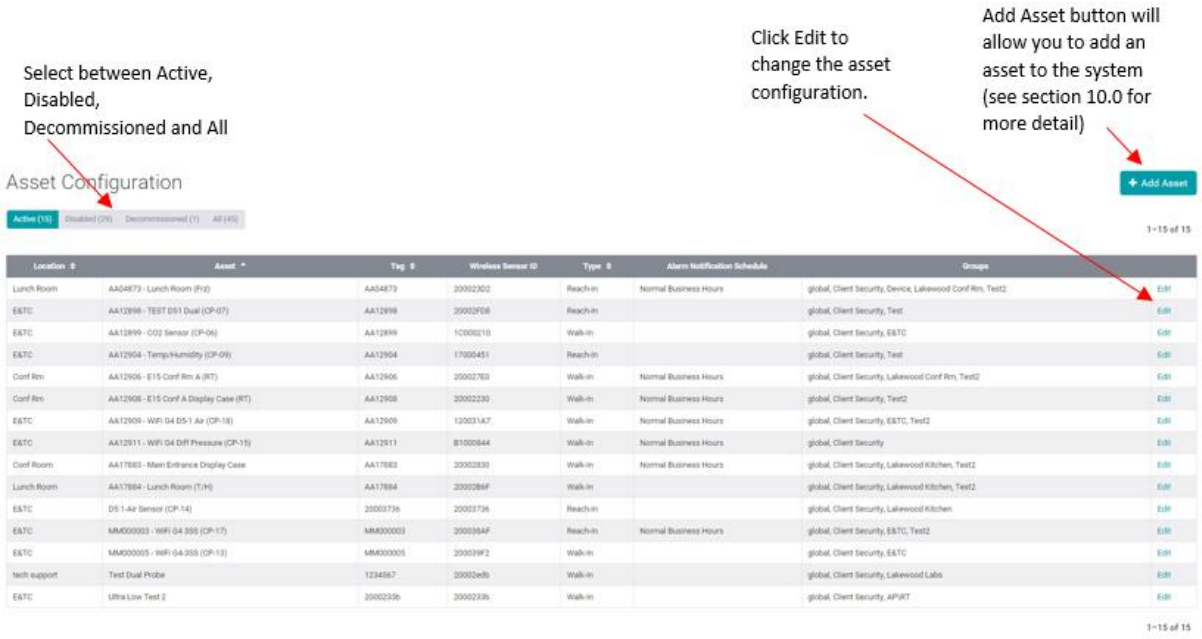

9-9 Configuration Menu – Assets Selected

An asset is the appliance, device, room, or environment that is being monitored. Asset configuration allows for adding new assets and defining things like which sensor is monitoring the asset, data logging intervals and alarm limits.

The Asset Configuration page provides a list-style summary of all Assets in the ViewPoint system. The list contents can be filtered by Active, Disabled, Decommissioned, or All. Assets may also be filtered on a per-Interest Group basis.

When creating or editing Assets, changes are not saved until the Save button at the bottom of the page is clicked. If a message indicates the asset could not be saved, scroll through the various setting where a red banner might indicate the problem (e.g., a required field not populated).

Note: Asset Alarms will not be active for 90 minutes after being created.




**9-10 Asset Configuration**

The list may be sorted by the column contents; click on the column header to sort by that column (alternate clicking for ascending vs. descending order).

To change the configuration of an Asset on the system, click “Edit” on the line of that Asset. After clicking “Edit” on an individual Asset, a new window will open where users can edit the information for the selected Asset.

Note: Asset configuration is dependent on the “Sensor Type” and will have different options based upon user selection

Asset Configuration options are as follows:

**Status** – Set status to Active or Disabled.

**Asset Name** – Custom Asset name to identify the Asset in the dashboard.

**Type** – Select from pre-populated Asset types (Walk-In, Reach-In, Incubator, Water Bath, Sterilization Monitoring, Cook-Chill, Electrical Monitoring, Process Monitoring, Vaccine Storage, Room Ambient, Clean Room, Warehouse, LN2 Storage, Refrigerator, Freezer, Oven, Shipping Container, Transport Monitoring, Test and Validation, Air Monitoring, Other)

**Notes** – Text box for additional information about the Asset.

**Location –** Description of the Asset’s physical location.

**Tag** – Unique identifier that links the Asset to the monitored equipment.

Sensor Configuration options are as follows:

**CheckPoint Sensor Specifics:**

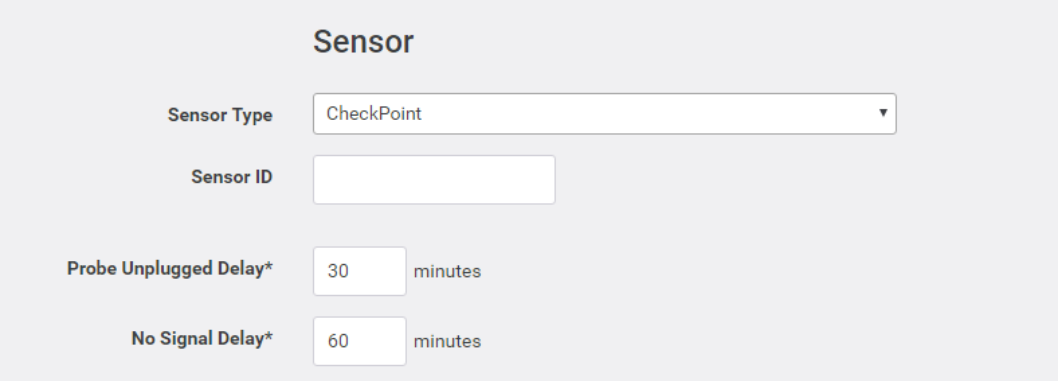
**Sensor Type -** CheckPoint

**Sensor ID –** Enter the sensor ID into the textbox for the corresponding sensor.

Note: All sensor which have not been added to the ViewPoint software will have an open lock next to the sensor ID.

**Probe Unplugged Delay –** Set this to delay the amount of time before receiving a Probe Unplugged alarm.

**No Signal Delay -** Set this to delay the amount of time before receiving a No Signal alarm.



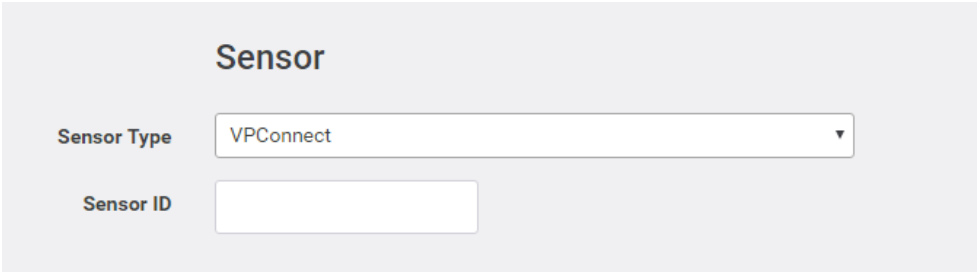

9-11 Sensor Options – CheckPoint

**VP Connect Panel Specifics:**

**Sensor Type –** VP Connect

**Sensor ID –** Start typing the sensor ID into the textbox and auto-discovery will find the corresponding VP Connect and populate the configured inputs.

Note: All sensors which have not been added to the ViewPoint software will have an open lock next to the sensor ID.




9-12 Sensor Options – VP Connect

**VPx Sensor Specifics:**

**Sensor Type –** VPx

**Sensor ID –** Start typing the sensor ID into the textbox and auto-discovery will find the corresponding sensor.

Note: All sensors which have not been added to the ViewPoint software will have an open lock next to the sensor ID.

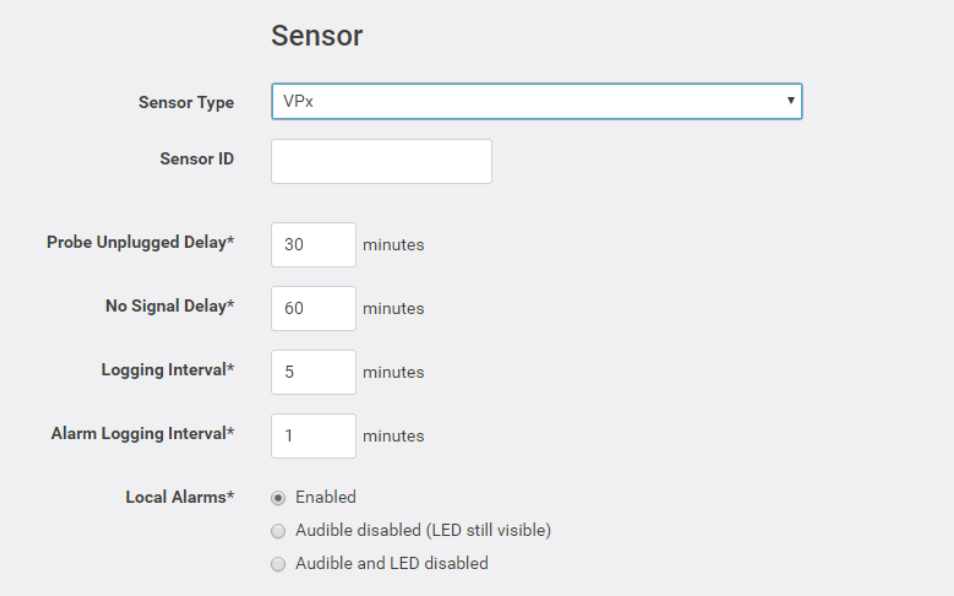
**Probe Unplugged Delay –** Set this to delay the amount of time before receiving a Probe Unplugged alarm.

**No Signal Delay -** Set this to delay the amount of time before receiving a No Signal alarm**.**

**Logging Interval –** Set the interval at which the sensor will regularly collect data.

**Alarm Logging Interval –** Set the interval at which the sensor should report when in an alarm state.

**Local Alarms –** Set how the alarm at the sensor should act. Local alarm options: Enabled (both audible and LED visible), Audible disabled (LED still visible), and Audible and LED disabled (local alarm off).




9-13 Sensor Options - VPx

**Point Six Sensor Specifics:**

**Sensor Type:** P6

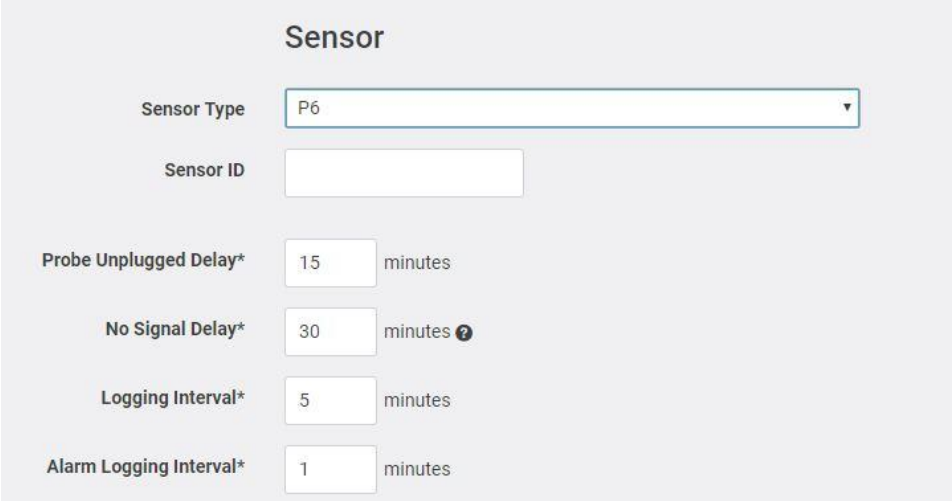
**Sensor ID:** Type the "RSN" number located on the underside of the P6 sensor (disregard preceeding 0s). Must type entire P6 sensor ID, auto discovery will not automatically populate sensor IDs for P6 sensors.

**Probe Unplugged Delay:** Set this to delay the amount of time before receiving a Probe Unplugged alarm.

**No Signal Delay:** Set this to delay the amount of time before receiving a No Signal alarm.

**Logging Interval:** Set the interval at which the sensor will regularly collect data.

**Alarm Logging Interval:** Set the interval at which the sensor should report when in an alarm state.




9-14 Sensor Options – P6

**Essentials Sensor Specifics:**

**Sensor Type –** Essentials

**Sensor ID –** Start typing the sensor ID into the textbox and auto-discovery will find the corresponding sensor.

Note: All sensors which have not been added to the ViewPoint software will have an open lock next to the sensor ID.

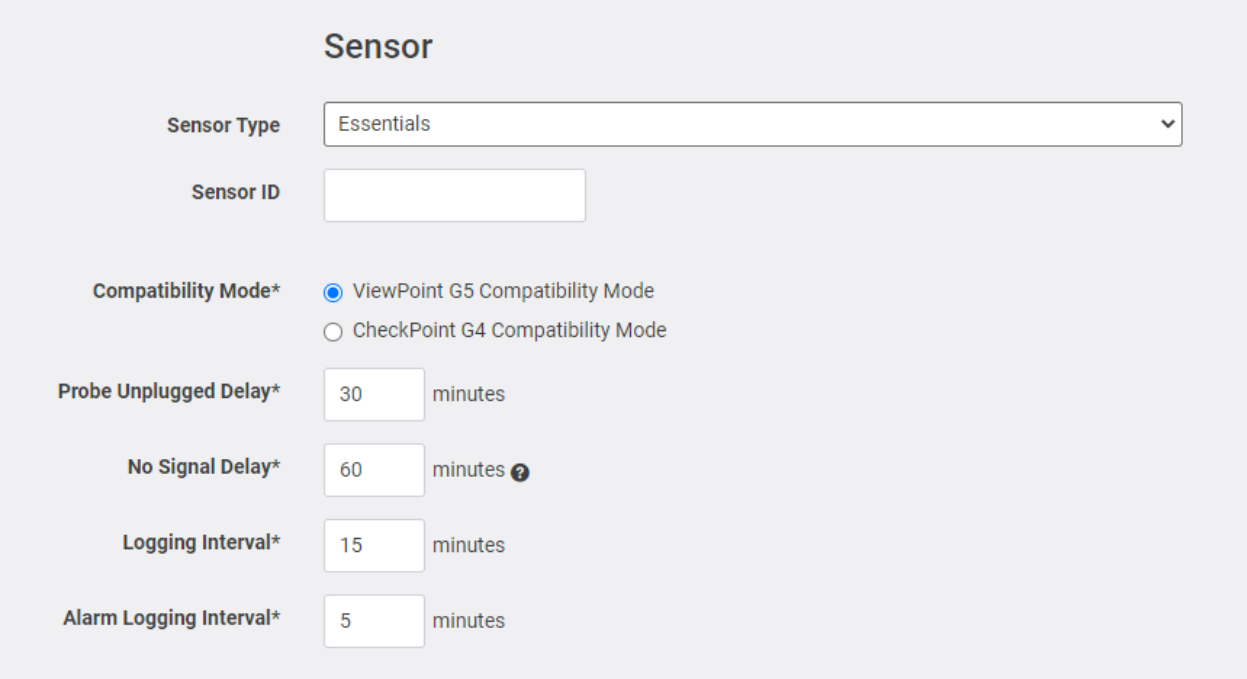
**Compatibility Mode** – Set the compatibility mode of the sensor, for use with CheckPoint G4 or ViewPoint G5 Access Points and other hardware. G5 provides support for the latest features and is the default.

**Probe Unplugged Delay –** Set this to delay the amount of time before receiving a Probe Unplugged alarm.

**No Signal Delay -** Set this to delay the amount of time before receiving a No Signal alarm **.**

**Logging Interval –** Set the interval at which the sensor will regularly collect data. This setting is unavailable when the sensor is configured for CheckPoint G4 Compatibility Mode.

**Alarm Logging Interval –** Set the interval at which the sensor should report when in an alarm state. This setting is unavailable when the sensor is configured for CheckPoint G4 Compatibility Mode.




9-15 Sensor Options – Essentials

**VPx Professional Sensor Specifics:**

**Sensor Type –** VPx Professional

**Sensor ID –** Start typing the sensor ID into the textbox and auto-discovery will find the corresponding sensor.

Note: All sensors which have not been added to the ViewPoint software will have an open lock next to the sensor ID.

**Compatibility Mode** – Set the compatibility mode of the sensor, for use with CheckPoint G4 or ViewPoint G5 Access Points and other hardware. G5 provides support for the latest features and is the default.

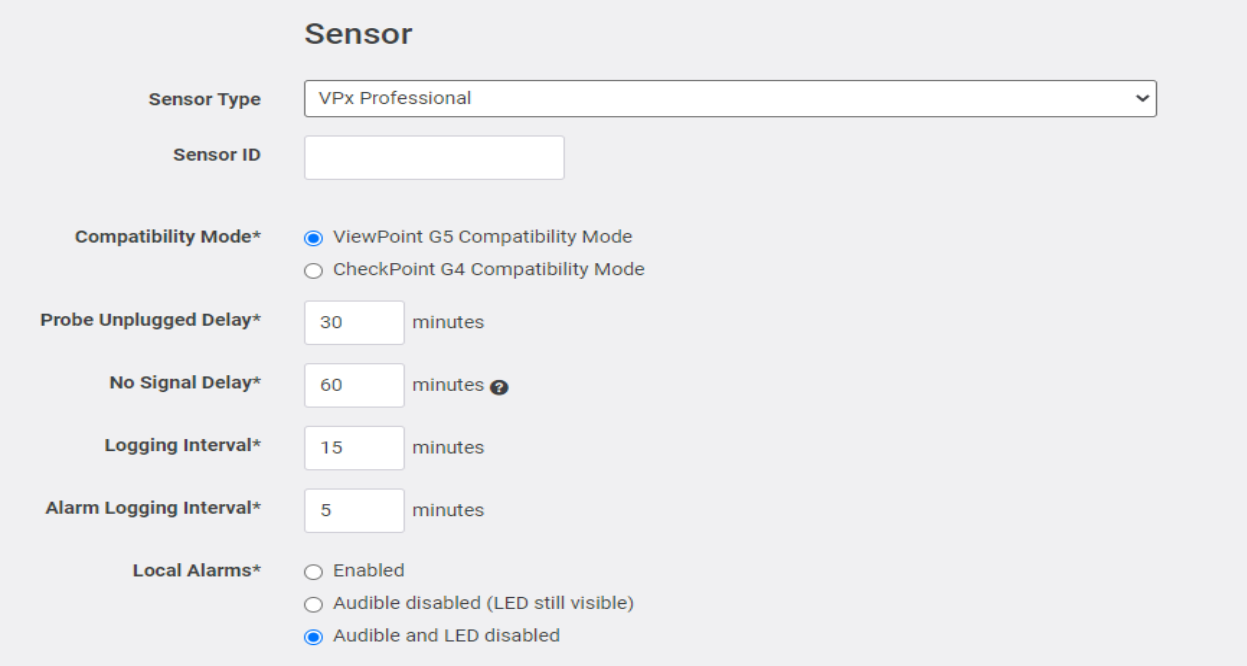
**Probe Unplugged Delay –** Set this to delay the amount of time before receiving a Probe Unplugged alarm.

**No Signal Delay -** Set this to delay the amount of time before receiving a No Signal alarm **.**

**Logging Interval –** Set the interval at which the sensor will regularly collect data. This setting is unavailable when the sensor is configured for CheckPoint G4 Compatibility Mode.

**Alarm Logging Interval –** Set the interval at which the sensor should report when in an alarm state. This setting is unavailable when the sensor is configured for CheckPoint G4 Compatibility Mode.

**Local Alarms –** Set how the alarm at the sensor should act. Local alarm options: Enabled (both audible and LED visible), Audible disabled (LED still visible), and Audible and LED disabled (local alarm off).

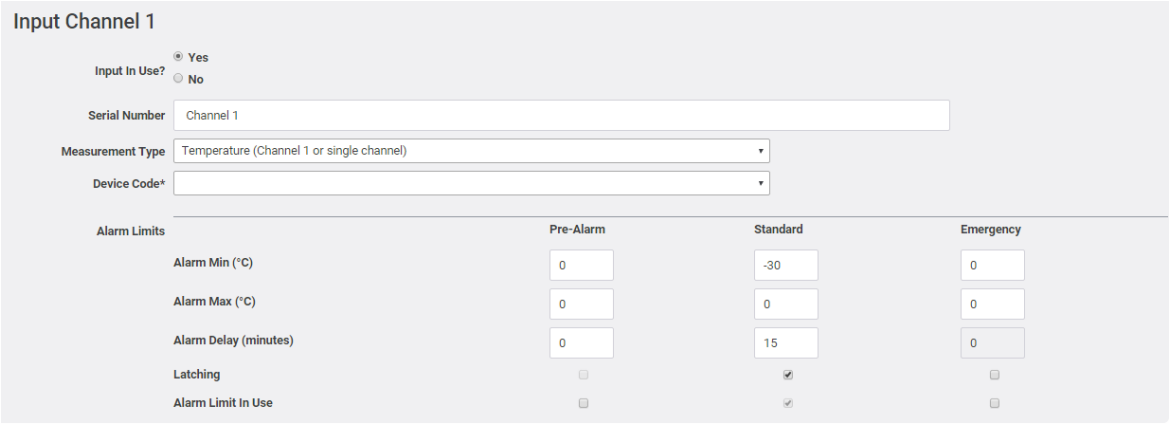



9-16 Sensor Options – Essentials

Assets are not allowed to be permanently deleted from the system to stay in compliance with 21 CFR Part 11 rules and regulations. Instead, users should "decommission" an Asset*. Decommissioning an Asset does not permanently delete the Asset record from the database; however, it does mark the Asset database record as "decommissioned" and archives the record permanently. Before decommissioning an Asset, its status must first be set to "disabled."

***Warning: The action of decommissioning an Asset cannot be undone.**

Alternately, an Asset which has been "disabled," can be re-enabled by setting its status to "Active."




9-17 Input Configuration

Asset Configuration options continued:

**Input in Use** – Mark whether the Asset input is in use or not

**Serial Number** – Probe serial number

**Measurement Type** – What is being measured i.e. Temperature, Humidity, etc. For user configurable (see section 9.8)

**Device Code** – Pre-populated list of sensor models

**Alarm Limits** – Set the Asset alarm limits

Pre-Alarm – Optional notification parameter that will generate an alarm when the Asset is reaching the pre-alarm limits. Pre-alarm limits are generally outside the boundaries of the Standard limits. The Pre-Alarm can be used to provide notifications before an Asset reaches an alarm state by providing a notification that an Asset may be nearing an alarm threshold.

Standard – Standard notification parameters

Emergency – Tighter notification parameters intended to alarm when Asset has reached emergency limits

Alarm Min – Minimum alarm threshold

Alarm Max – Maximum alarm threshold

Alarm Delay – Wait-time for Alarm when Asset readings fall outside the min or max parameters

Latching – When enabled, user action is required to resolve alarm

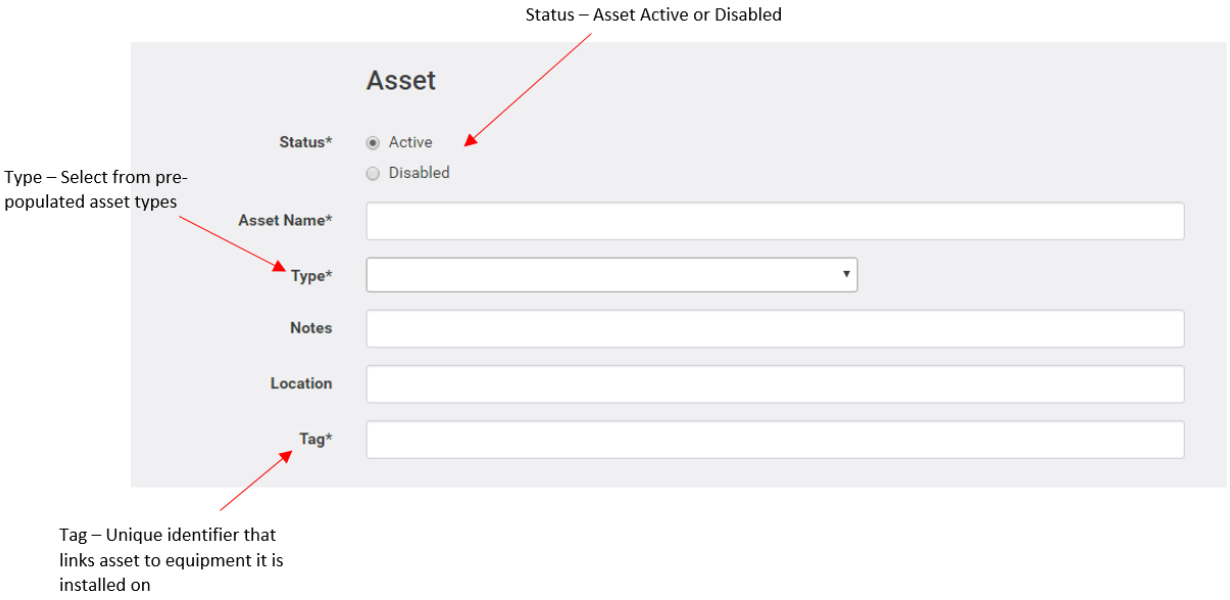
Alarm Limits in Use – Select to utilize the alarm limits listed above the selection box.

### 9.3.1 Adding New Equipment

When adding new Equipment to the ViewPoint system, first navigate to Configuration → Assets and then click the Add Asset button that is in the top right corner.


9-18 Add Asset Button

After clicking the Add Asset button, a new page will open: First, add the initial Asset information.



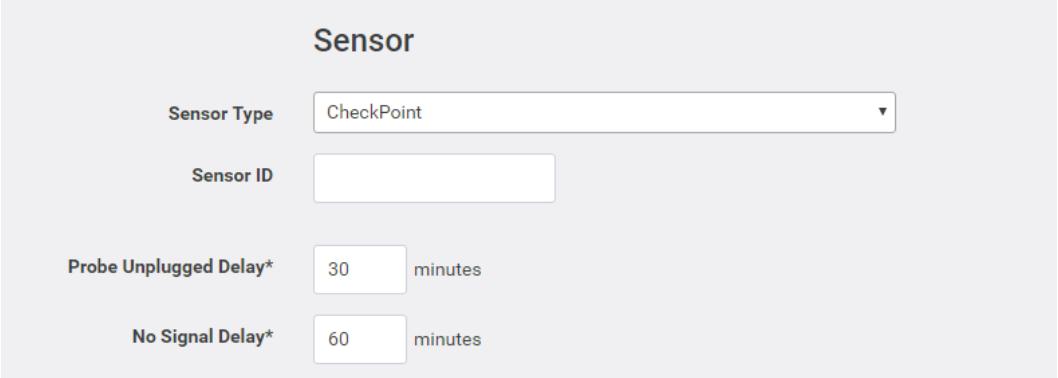

9-19 New Asset Configuration

Note that the Tag field is a unique identifier (cannot match another assets tag), and once set, it cannot be edited.

In ViewPoint it is possible to connect several types of sensors, all with their own options. Sensor types are CheckPoint, VPConnect, VPx, and P6 sensors, Essentials, and VPx Professional.

Note: When typing the sensor ID, all sensors communicating with the system will be auto-discovered and a menu will be available indicating sensors that already have been detected. Any sensor which has not been added to the ViewPoint software will have an open lock next to the sensor ID (auto-discovery is not applicable for CheckPoint G3 sensors).

To install a CheckPoint sensor type, select "CheckPoint" from the Sensor Type dropdown in the Sensor section of the New Asset screen. The user can then enter the Sensor ID and set the delay times for both the Probe Unplugged and No Signal alarms.




9-20 Sensor Setup – CheckPoint

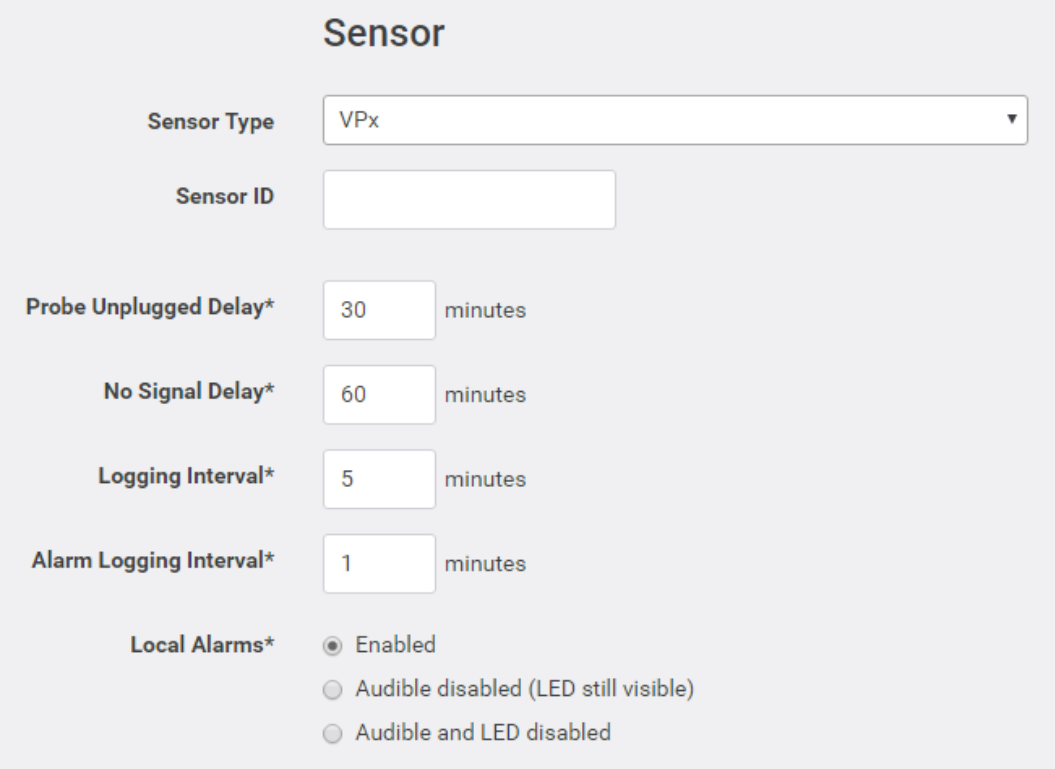
To install a VP Connect sensor type, select "VPConnect" from the Sensor Type dropdown in the Sensor section of the New Asset screen. Type Sensor ID into the appropriate text field.


9-21 Sensor Setup – VP Connect

To install a VPx sensor type, select it from the Sensor Type dropdown. Type in the Sensor ID.

Like a CheckPoint sensor, there will be the option to add alarm delays for the Probe Unplugged and the No Signal Alarm. There are also the addition options to add the Logging Interval (normal state interval), the Alarm Logging Interval (the frequency the sensor logs readings when in alarm), and how the Local Alarms should be handled.

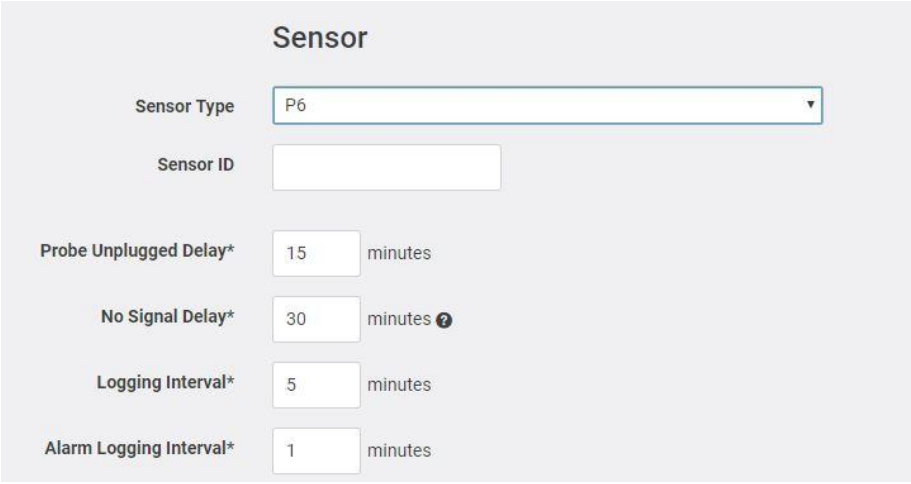
Note: Local Alarms can either be "Enabled" (both audible and LED visible), Audible disabled (LED still visible), Audible and LED disabled (local alarm disabled).




9-22 Sensor Setup – VPx

To install a P6 sensor type, select P6 from the Sensor Type dropdown. Type in the Sensor ID.

Like a VPx sensor, there will be the option to add alarm delays for the Probe Unplugged and the No Signal Alarm. There are also the addition options to add the Logging Interval (normal state interval), the Alarm Logging Interval (the frequency the sensor logs readings when in alarm), and how the Local Alarms should be handled.

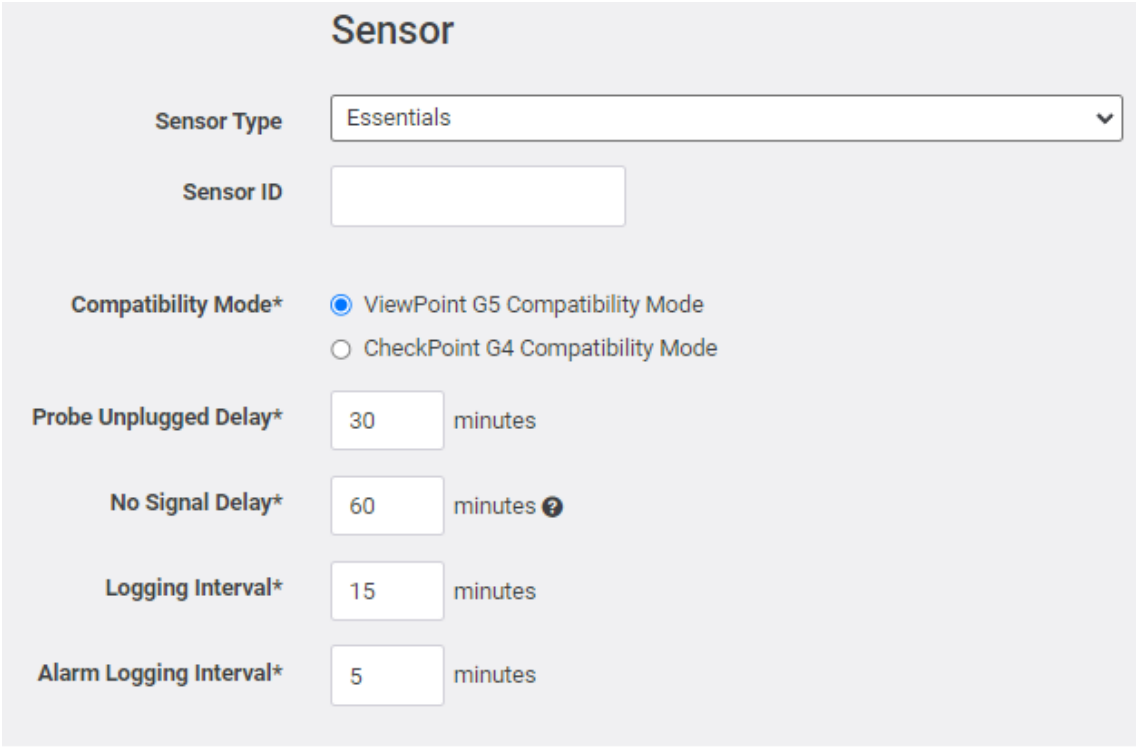



9-23 Sensor Setup – P6

To install an Essentials sensor type, select it from the Sensor Type dropdown. Type in the Sensor ID.

The Essentials sensor has the option to communicate with ViewPoint in either G5 or G4 mode. G5 mode allows the Essentials sensor to use ViewPoint Access Points to relay data to ViewPoint. G4 mode allows the Essentials sensor to use CheckPoint Access Points to relay data to ViewPoint

Like a VPx sensor, there will be the option to add alarm delays for the Probe Unplugged and the No Signal Alarm. There are also the addition options to add the Logging Interval (normal state interval), and the Alarm Logging Interval (the frequency the sensor logs readings when in alarm)



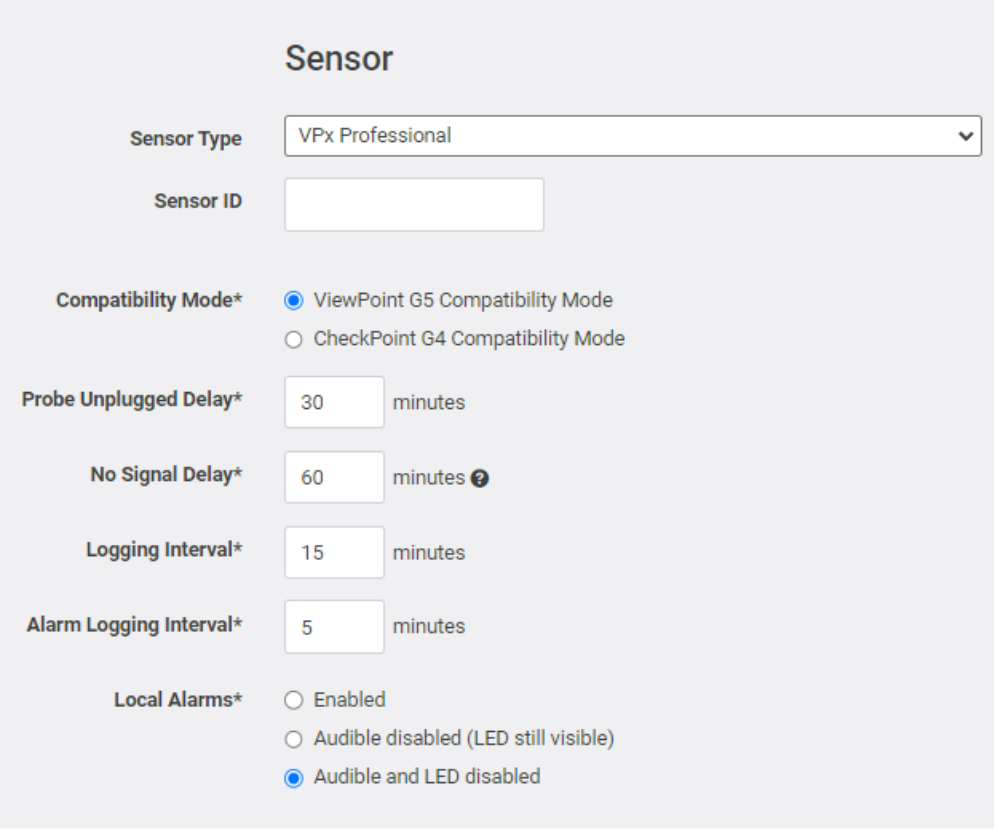

9-24 Sensor Setup – Essentials

To install a VPx Professional sensor type, select it from the Sensor Type dropdown. Type in the Sensor ID.

The VPx Professional sensor has the option to communicate with ViewPoint in either G5 or G4 mode. G5 mode allows the VPx Professional sensor to use ViewPoint Access Points to relay data to ViewPoint. G4 mode allows the VPx Professional sensor to use CheckPoint Access Points to relay data to ViewPoint

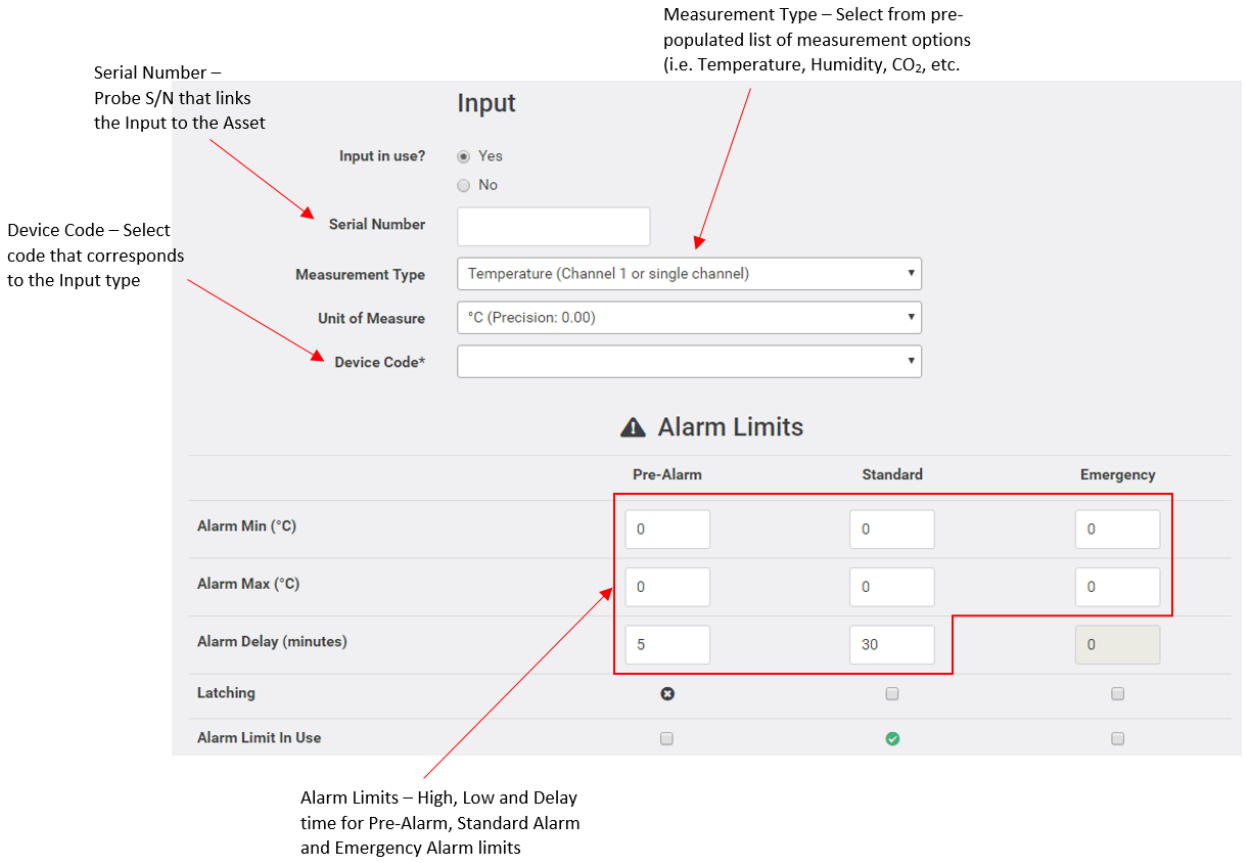
Like a VPx sensor, there will be the option to add alarm delays for the Probe Unplugged and the No Signal Alarm. There are also the addition options to add the Logging Interval (normal state interval), the Alarm Logging Interval (the frequency the sensor logs readings when in alarm), and how the Local Alarms should be handled.

Note: Local Alarms can either be “Enabled” (both audible and LED visible), Audible disabled (LED still visible), Audible and LED disabled (local alarm disabled).

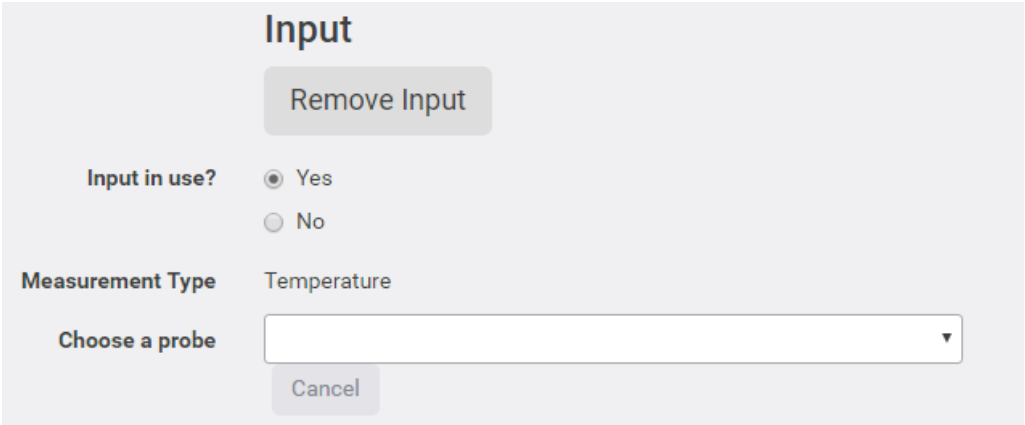



9-25 Sensor Setup – VPx Professional

After adding the initial information for the Asset, users will now need to add an input so the Asset starts to take readings. Click the "Add New Input" button and enter the input's information to add it to the system.




9-26 New Input Configuration – CheckPoint, VPx, and P6




9-27 New Input Configuration - VPConnect

Note: For sensors that are not type configurable, the "Choose Probe Type" option will populate automatically (e.g. for VPConnect panel, some CheckPoint sensors).

Alarm limits set the thresholds at which Pre-Alarms, Standard Alarms, and Emergency alarms are initiated.

**Pre-Alarm:** A limit set to send a notification before an Asset goes into an alarm state due to standard limit alarms. Set the Pre-Alarm inside the standard limits to notifying users when an input is reaching standard limits.

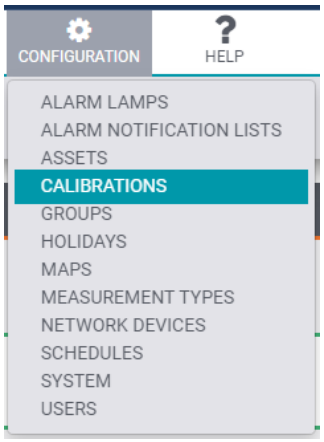
**Standard:** Standard high, low limits for input alarm notifications**.**

**Emergency:** A limit set to send a notification that an Asset is outside standard alarm limits. Set outside standard limits so that users receive notifications that an Asset reading surpasses standard limits. This state will also bypass all notification suppression.

**Latching:** If latched and an alarm occurs, but then the reading returns to normal, the alarm condition will persist (e.g., red color tiles, on-going email notifications) and user action will be required for alarm resolution (e.g., enter cause of the alarm). If not latched, and a reading returns from an alarm state to normal, the normal state will be indicated automatically.

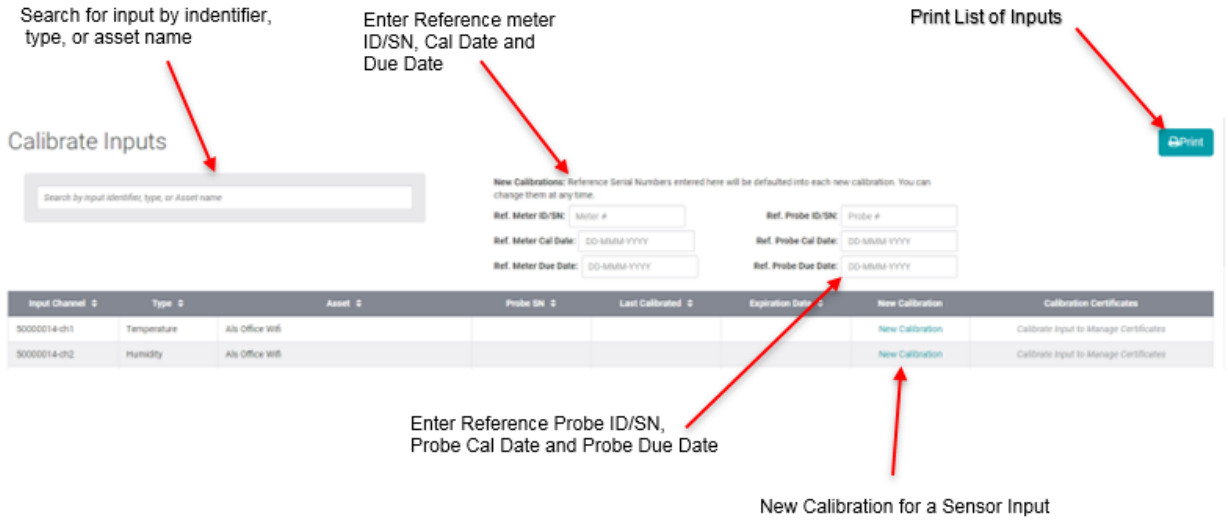
After adding input(s), save settings and if the Asset can make a connection to an Access Point, it will start transmitting data to the ViewPoint server.

## 9.4 Calibration




9-28 Configuration Menu – Calibrations Selected

The Calibrate Input screen displays all inputs (sensors) currently on the system. From this screen, users can Print the input list, search for a specific input, and calibrate any/all inputs on the system.

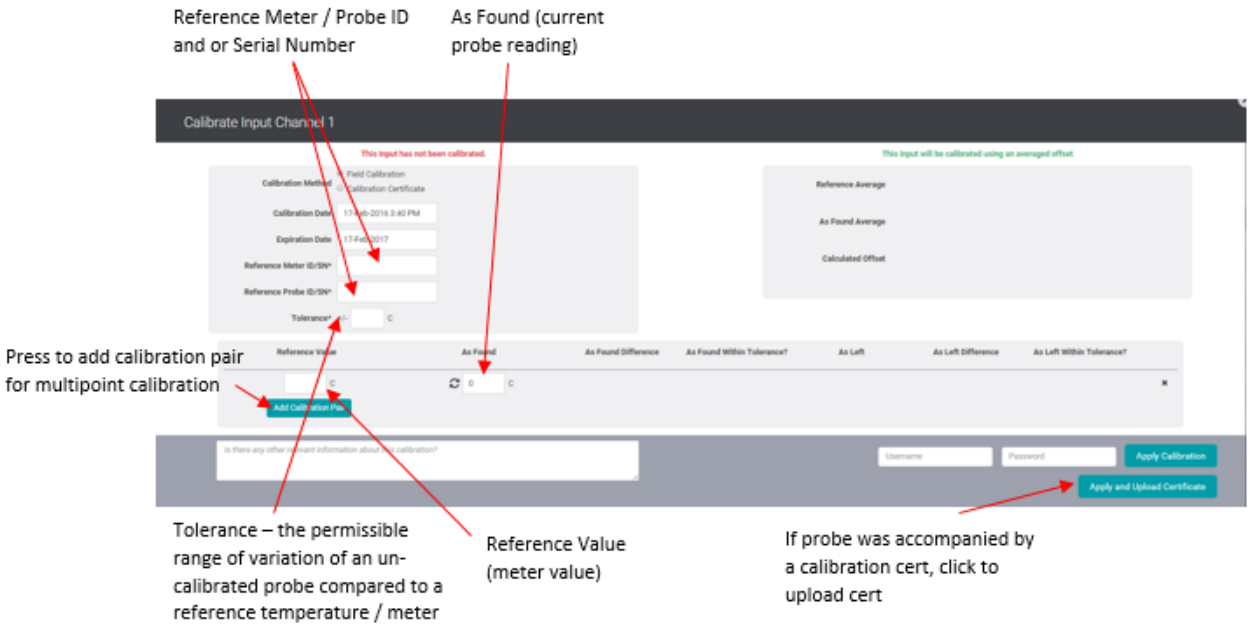



9-29 Calibrate Inputs Screen

### 9.4.1 New Calibration

To calibrate an input, click “New Calibration” on the line of the desired input. After selecting “New Calibration,” a new calibration window will open for the specific input selected.

Note: To automatically fill in the Meter ID/SN and Probe ID/SN for several probes, fill that information in on the Calibrate Inputs screen before clicking “New Calibration.”

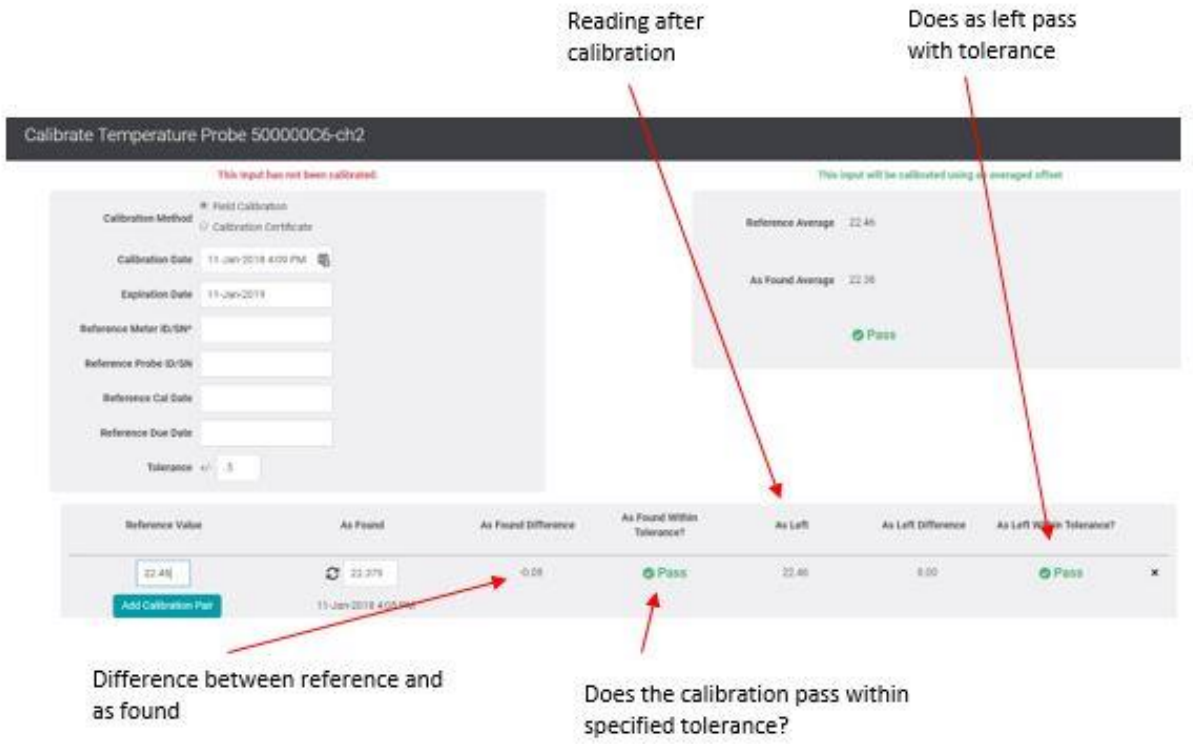



9-30 New Calibration Window

A new Calibration window will come up and allow users to enter the calibration information for the selected input. If the user entered the Meter ID/SN and the Probe ID/Sn on the previous screen, they would populate in the calibration window automatically. After entering the calibration information, enter admin user credentials and click the "Apply Calibration" button or if the probe has an accompanying certificate click the "Apply and Upload Certificate" button: both are located at the bottom right of the calibration window.

Note: Calibrations can only be done in default units, if a calibration is attempted that is not in base units, the following warning will be displayed


9-31 Calibration Base Units Error Message



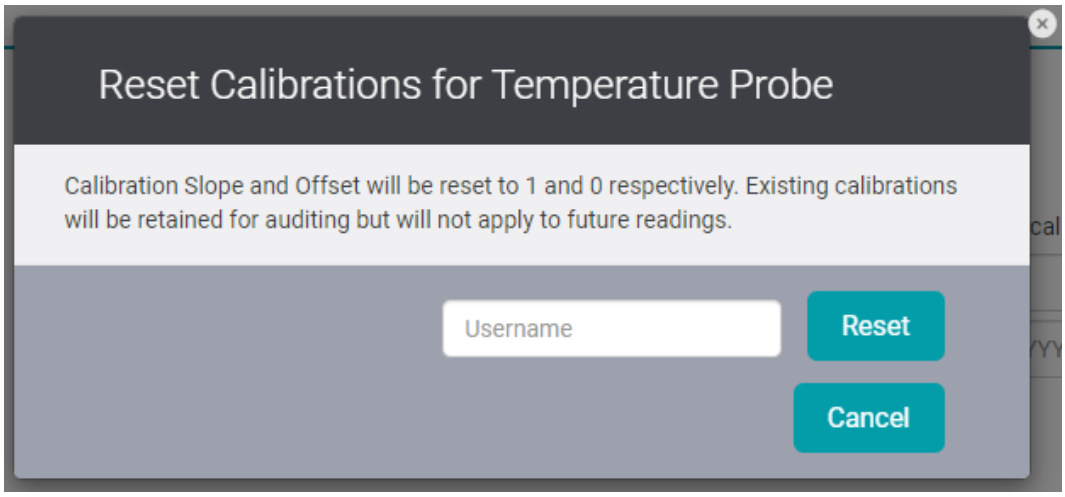

9-32 Calibrate Input Window

ViewPoint supports both single point and multipoint calibrations. For single point calibration, ViewPoint creates an offset only. Two-point calibration results in a linear equation, and three points (or more) calibrations result in a linear regression method to calculate slope and intercept from the available pairs.

Note: Multipoint calibration reference values must differ by 20 otherwise ViewPoint reverts to a simple offset calculation.

### 9.4.2 Reset Calibration

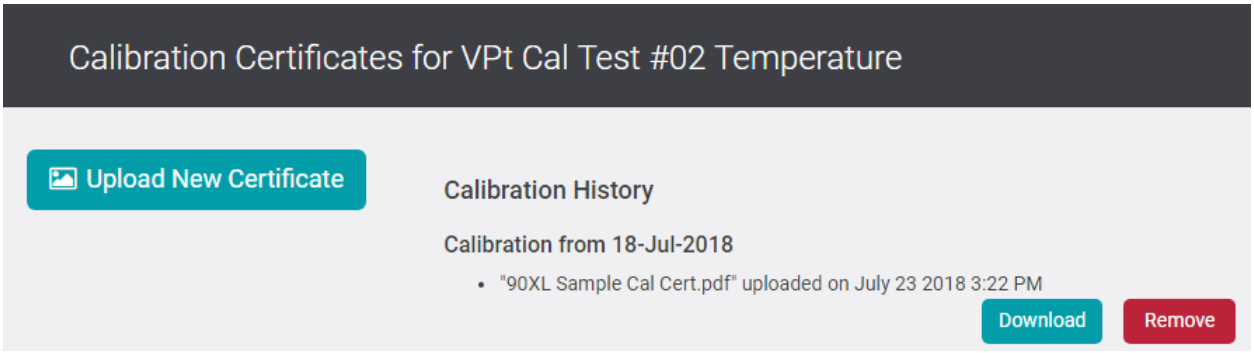
To reset the calibration information for an input, click the “Reset Calibration” option on the line of the desired calibrated input. Enter admin user credentials and click “Reset”.




9-33 Reset Calibration Window

### 9.4.3 Manage Certificates

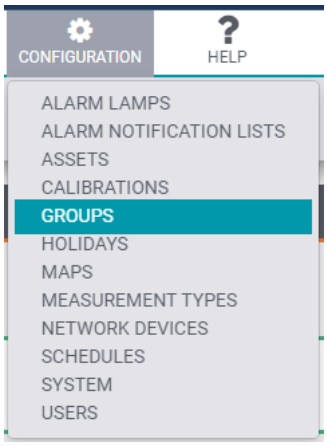
The Calibration list also has an option to Manage Certificates. This utility allows for viewing certificates that were imported, uploading new ones, or removing older certificates.




9-34 Calibrate Certificate Management

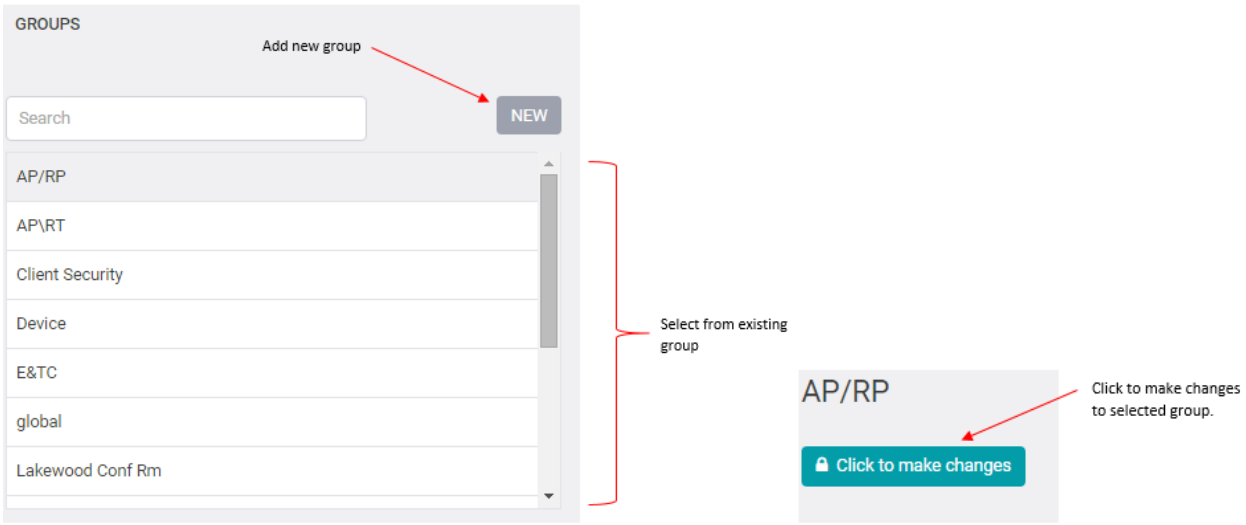
- Use the Upload button to add a certificate.
- Use the Download button to view a certificate.
- The Remove button will remove a calibration certificate from the system (it will no longer be visible), but the actual certificate PDF file will remain on the ViewPoint server at the location that will be indicated on the screen as an archive.

## 9.5 Groups



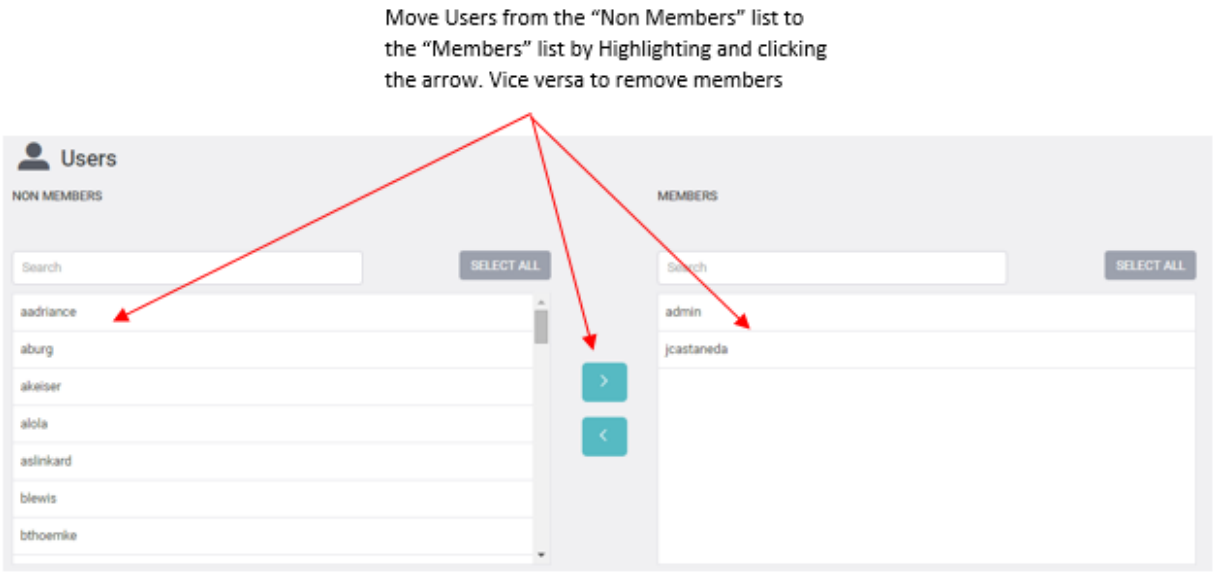

9-35 Configuration Menu – Groups Selected

A group is a collection of assets and a collection of users that are allowed to view the group. Groups also provide ease of navigation and are used for report generation. Group configuration allows for adding new groups or editing existing groups. Since Groups contain Users, it is preferable to add users prior to creating groups.




9-36 Group Configuration Screen – Select and Edit

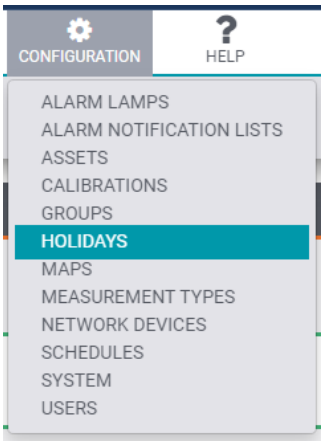
After "Click to make Changes" the group record is un-locked and any changes are saved automatically.




9-37 Group Configuration Screen – Member Selection


9-38 Group Configuration Screen – Asset Selection

## 9.6 Holidays




9-39 Configuration Menu – Holidays Selected

Holidays allows defining special days or a range of dates during which the usual notification recipients can be suspended, and other personnel notified instead. The first step is to define the holiday or desired dates. Once a holiday is added, it can be used by a holiday schedule (in which alternate notification lists or escalations are established).

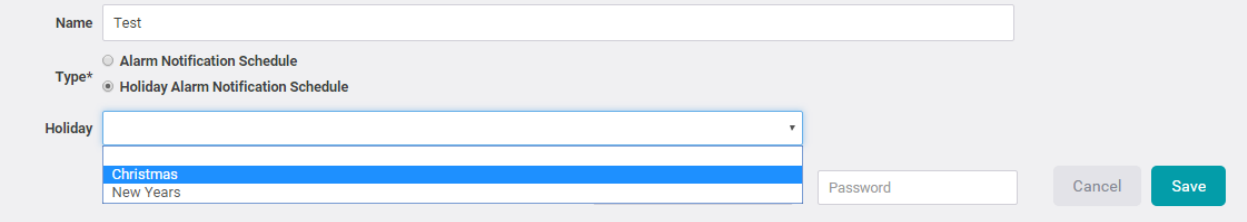
Holiday Configuration changes are not saved until the "Save" button at the bottom of the page is clicked.


9-40 Holidays Screen

Future Holidays are holidays that will be invoked when that date arrives. Older Holidays can be edited, e.g. to adjust "Christmas" to the next year, at which point they will become "Future Holidays" and be active.

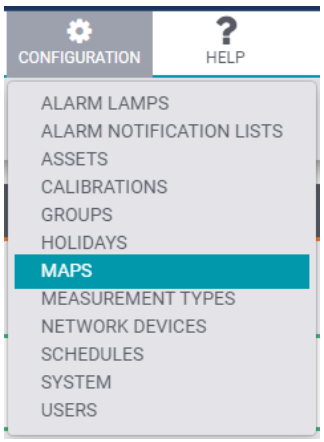
To create a Holiday Schedule, Navigate to Configuration → Schedules → Add Schedule

By selecting "Holiday Alarm Notification Schedule," a "Holiday" dropdown will allow users to select the specific holiday, at which point other schedule and escalation options will available (see Schedules section 9.10).




9-41 New Schedule Screen – Holiday Alarm Notification Schedule

## 9.7 Maps

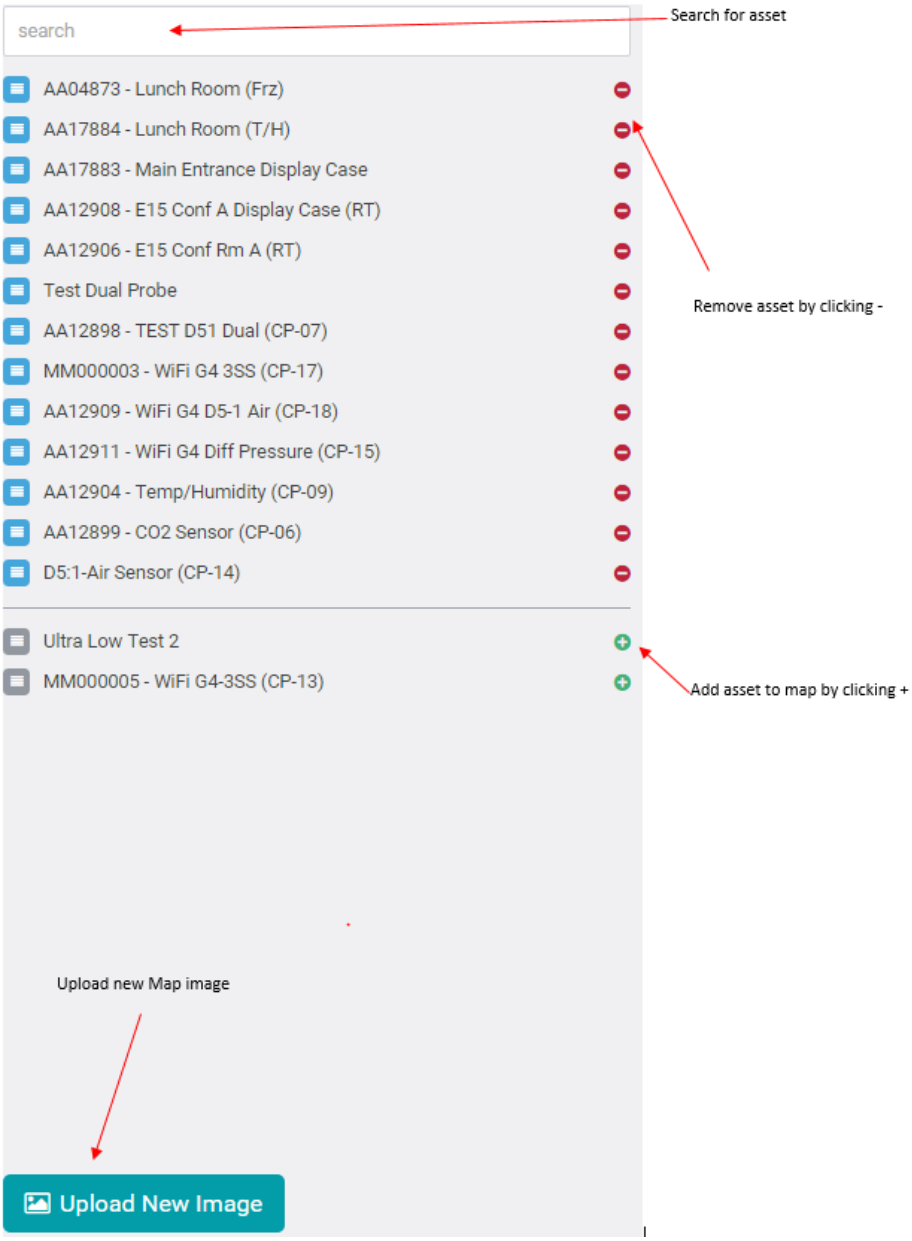



9-42 Configuration Menu – Maps Selected

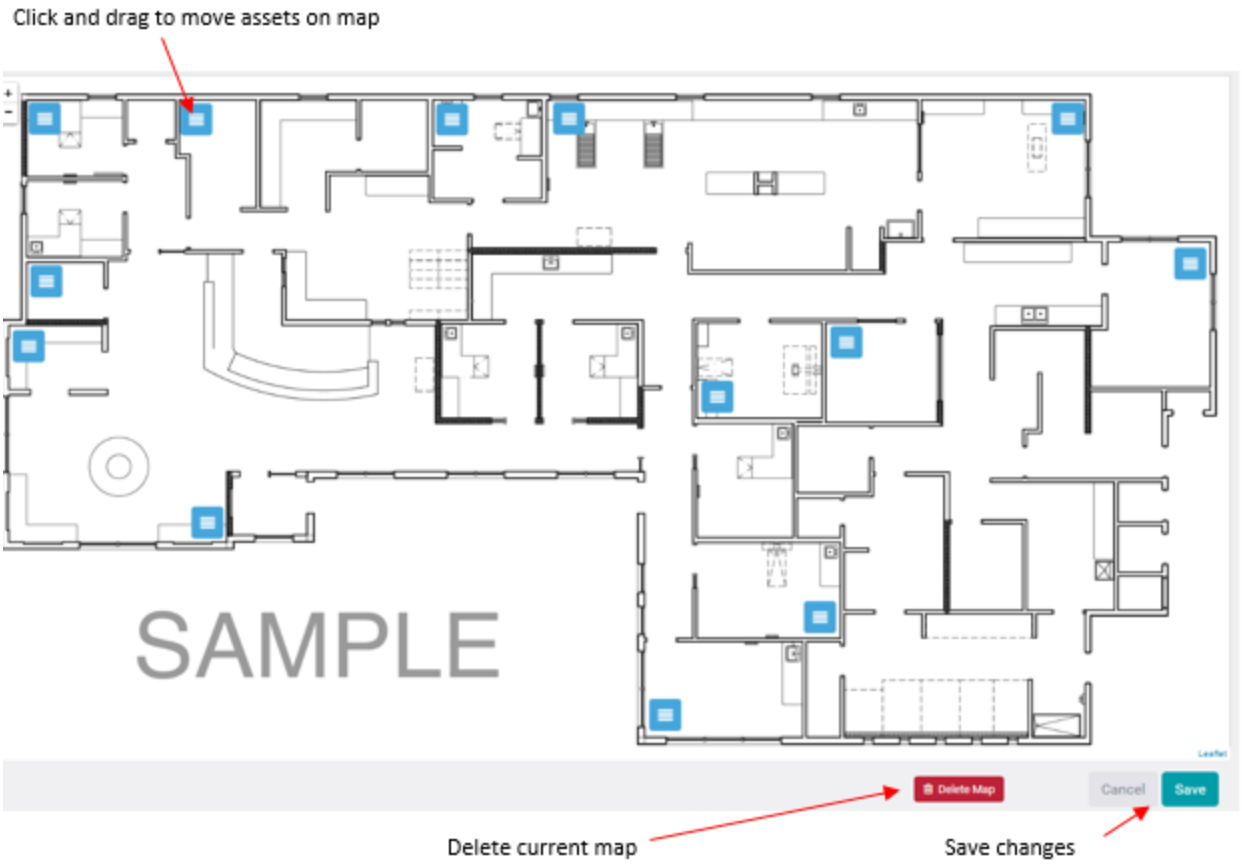
The Map Configuration screen will show in list format all current maps in use on the system that can be seen in the Map View (see section 5.6) in the dashboard. From the Map Configuration screen, users can add new maps as well as add, remove, and define locations of Assets on a particular map.

To edit a map, first “Click to make Changes” at which point the map configuration is un-locked and any subsequent changes are saved automatically.


9-43 Map Configuration Screen



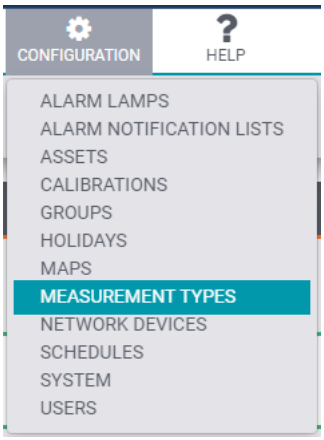

9-44 Map Edit Screen – Asset List




9-45 Map Edit Screen – Asset Placement

## 9.8 Measurement Types

Measurement Types are used to establish custom scaling parameters and units of measure as might be needed for sensors that report scaled signals such as 4-20 milliamps or 0-5 Volts.



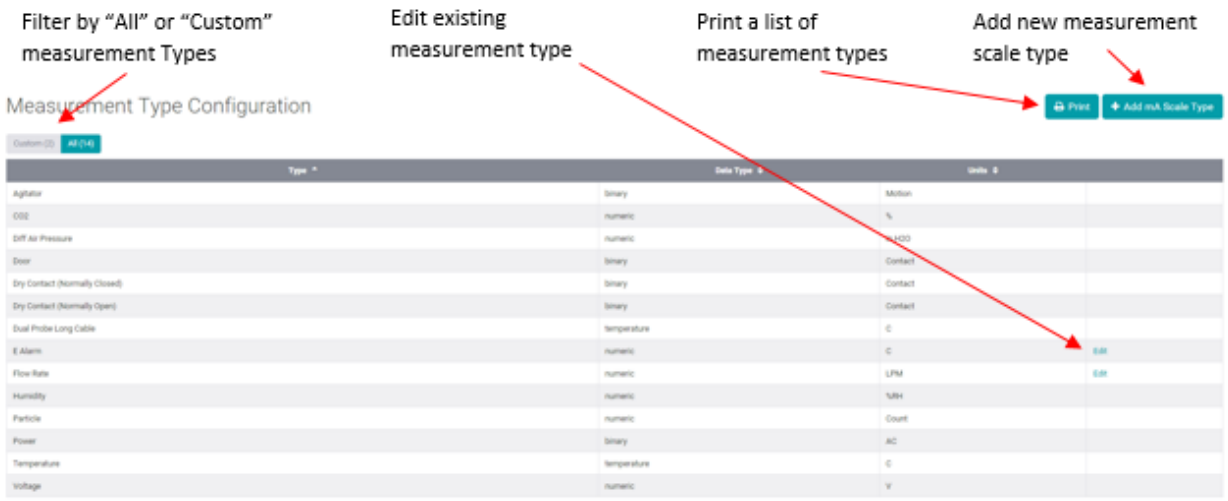

9-46 Configuration Menu – Measurement Types Selected

Measurement Types allows for the configuration of

- A Type Name
- Unit of Measure
- Input current Low and High values
- Scaled output Low and High values

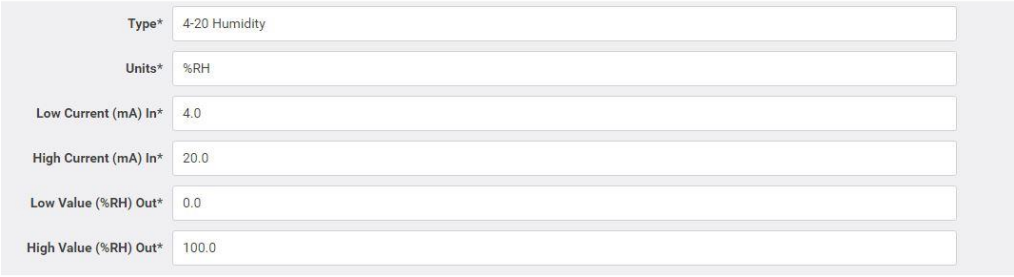
The user will need to select a specific measurement type after programming an Asset as 4-20 mA sensor. By selecting the measurement type, the corresponding values will be scaled as defined by that measurement type.

Changes to Measurement Types are not saved until the “Save” button at the bottom of the page is clicked.



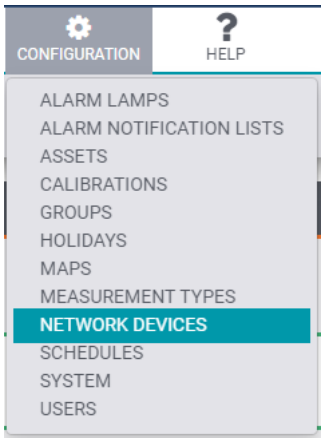

9-47 Measurement Type Configuration Screen - Measurement Types List

By clicking “Edit” next to a specific Measurement Type or the “Add mA Scale Type” button at the top of the screen, the Edit mA Scale Type window will open. The Edit mA Scale Type screen is where users can edit an existing type or add a new type by filling in the proper fields.




9-48 Edit mA Scale Type Screen

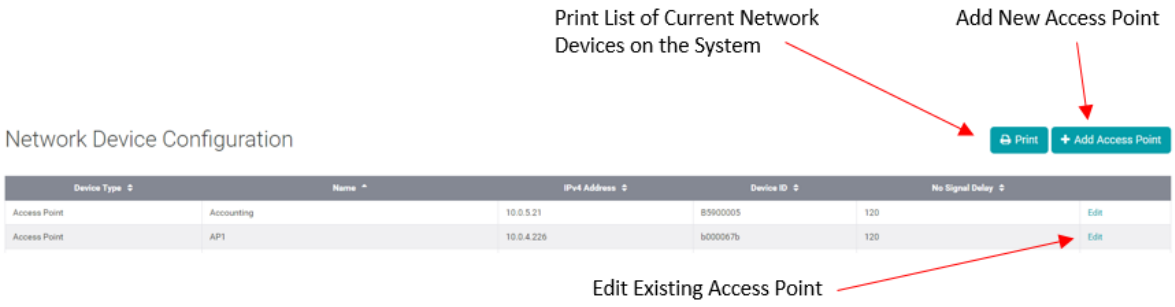
## 9.9 Network Devices



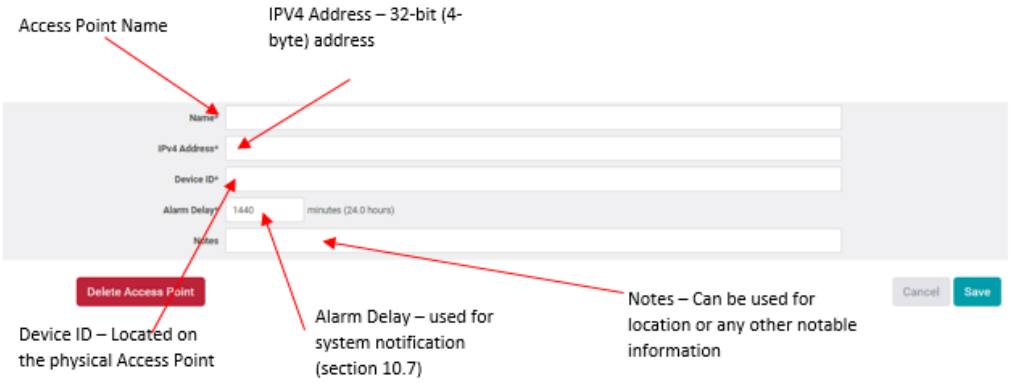

9-49 Configuration Menu – Network Devices Selected

The Network Device Configuration Menu provides a list of the current Access Points, repeaters, alarm lamps, and VP Connect panels on the system. This configuration menu provides the ability to add new Access Points or edit existing Access Point configuration such as the IP address.

Network Device Configuration changes are not saved until the “Save” button at the bottom of the page is clicked.

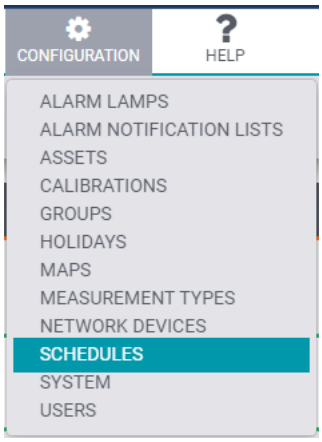



9-50 Network Device Configuration Screen




9-51 Edit Network Device Screen

## 9.10 Schedules




9-52 Configuration Menu – Schedules Selected

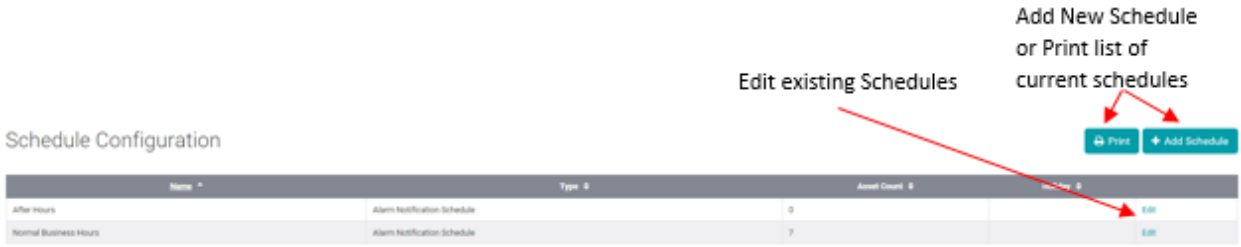
Schedules determine to whom notifications (emails, phone calls) are sent as a function of time of day and days of the week. As such, schedules are the final part of configuration for delivery of alarm emails. Schedules also allow defining Escalation (e.g. if an alarm is not resolved within a defined amount of time, a new notification is sent out).

Schedule configuration consists of:

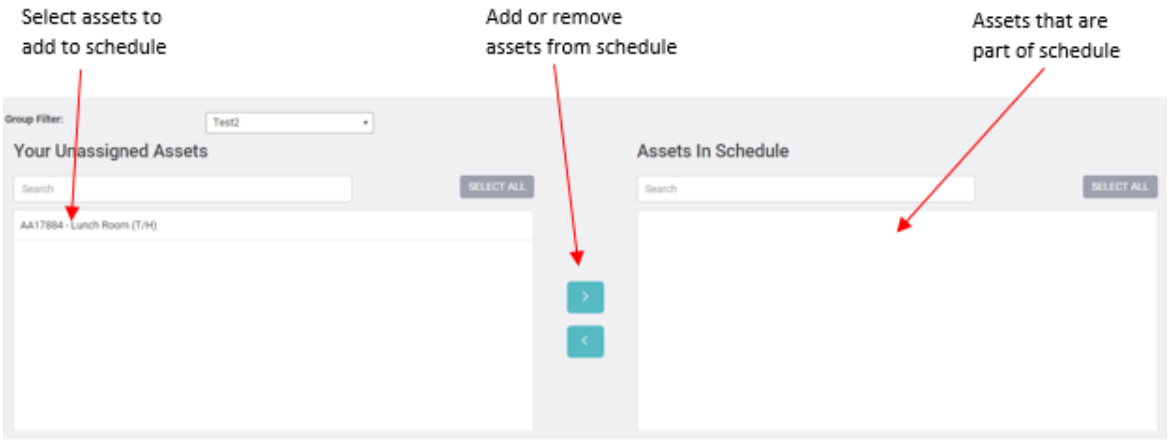
- A collection of assets (most easily defined by group) to which this schedule applies.
- A collection of day of the week and time of day ranges.
- A collection of one or more notification lists associated with each day and time range.

With these options, as an example, a schedule can be set up to deliver alarm emails to some persons during a first shift of the workday, others during a second shift, and even others during the weekends.

To edit a schedule, first “Click to make Changes” at which point the schedule is un-locked and any subsequent changes are saved automatically.

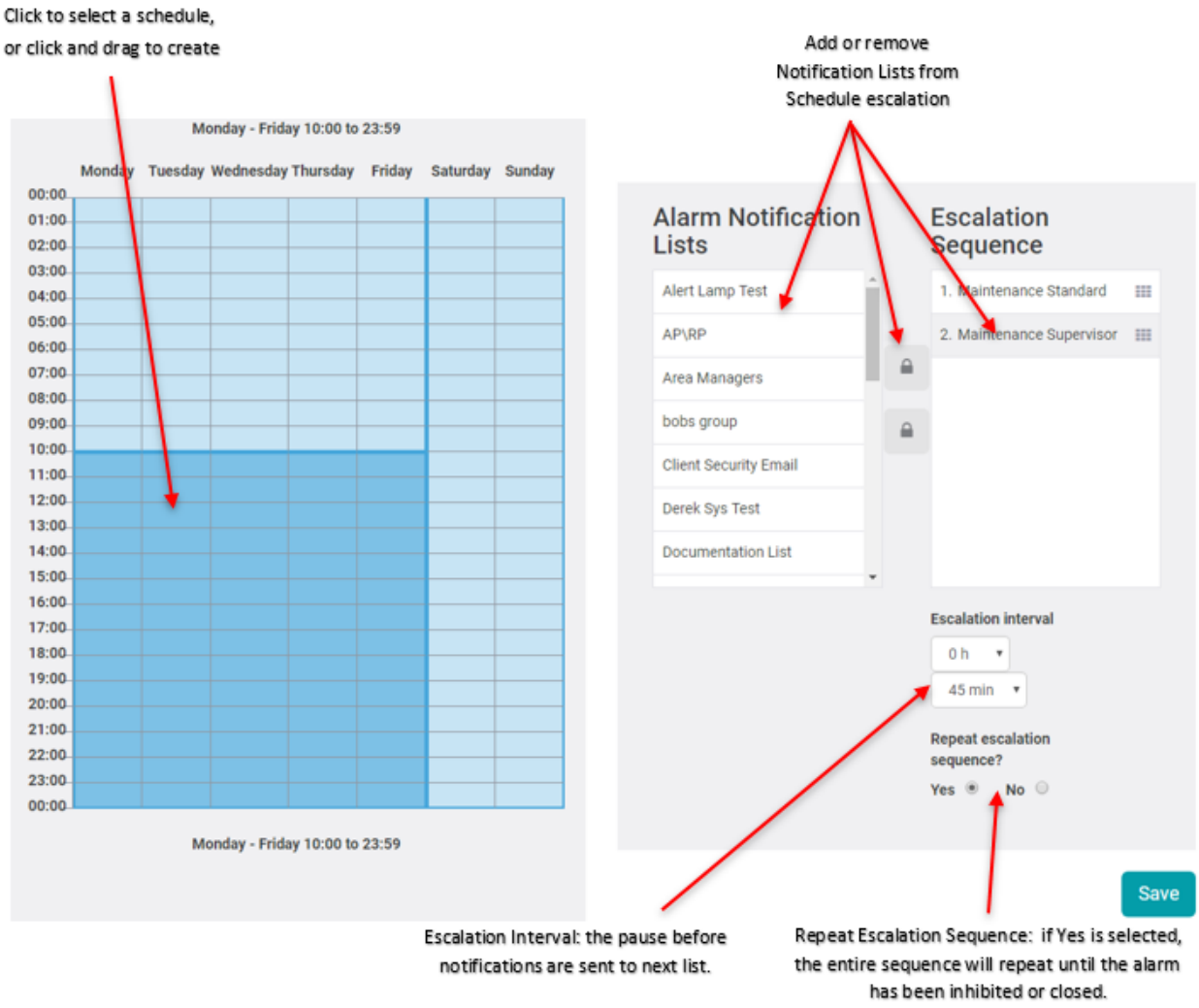



9-53 Schedule Configuration Screen




9-54 Edit Schedule Screen (1 of 2)

Assets may only be assigned to one single schedule. Assets that are already assigned to a different schedule will not appear in the list for standard Notification Schedules.

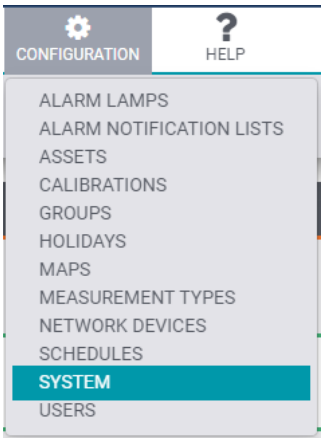



9-55 Edit Schedule Screen (2 of 2)

**Warning: Notifications (emails, phone calls) will not be made if an Asset goes into alarm at a time not covered by the schedule. Alarm state will only be indicated in the ViewPoint Home views. If continuous notification coverage is desired, use 24/7 scheduling as is pictured in figure 9-31.**

When finished configuring the schedule, be sure to click “Save” at the bottom of the page.

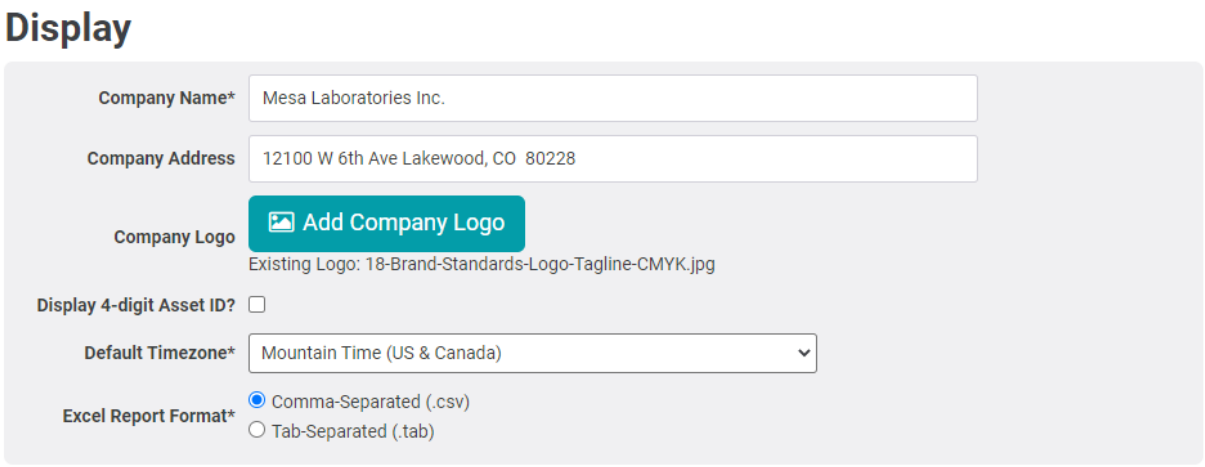
## 9.11 System




9-56 Configuration Menu – System Selected

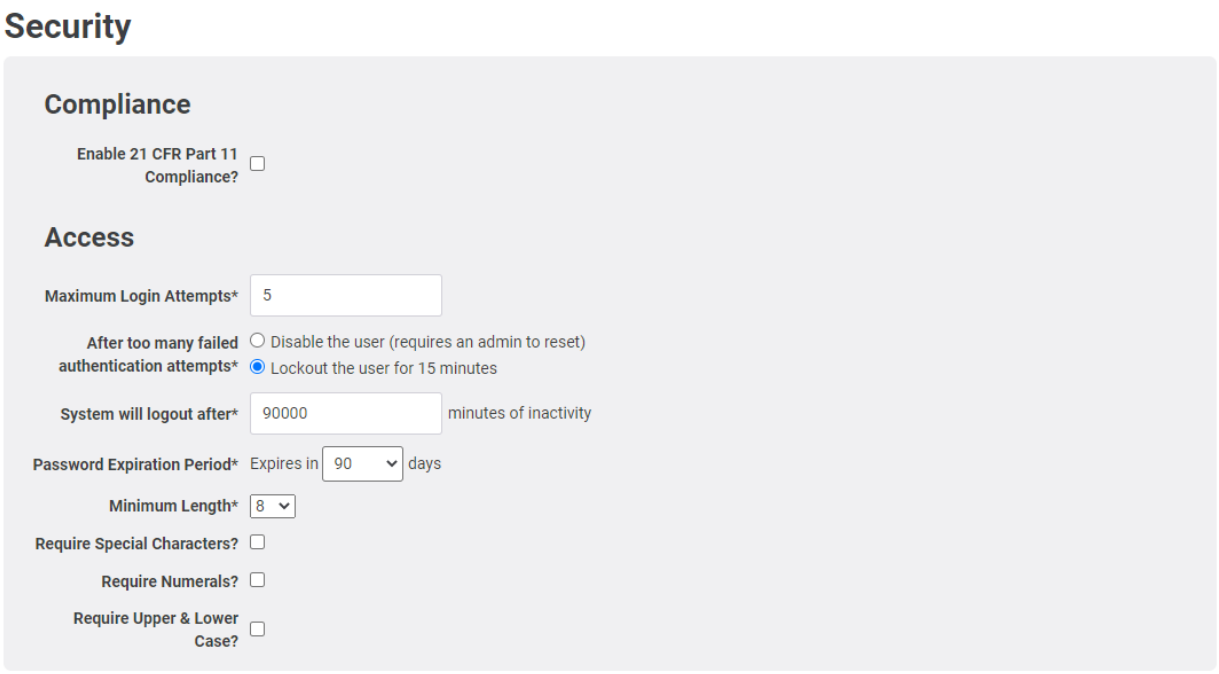
The System Configuration screen allows for Display, Security and Communication (email, phone call) configuration. The display section is for company information displayed on reports: Company Name, Company Address, Logo,4-digit Asset ID, the system Default time zone, and the default Excel Report Format.

System Configuration changes are not saved until the “Save” button at the bottom of the page is clicked.




9-57 System Configuration Screen – Display Section

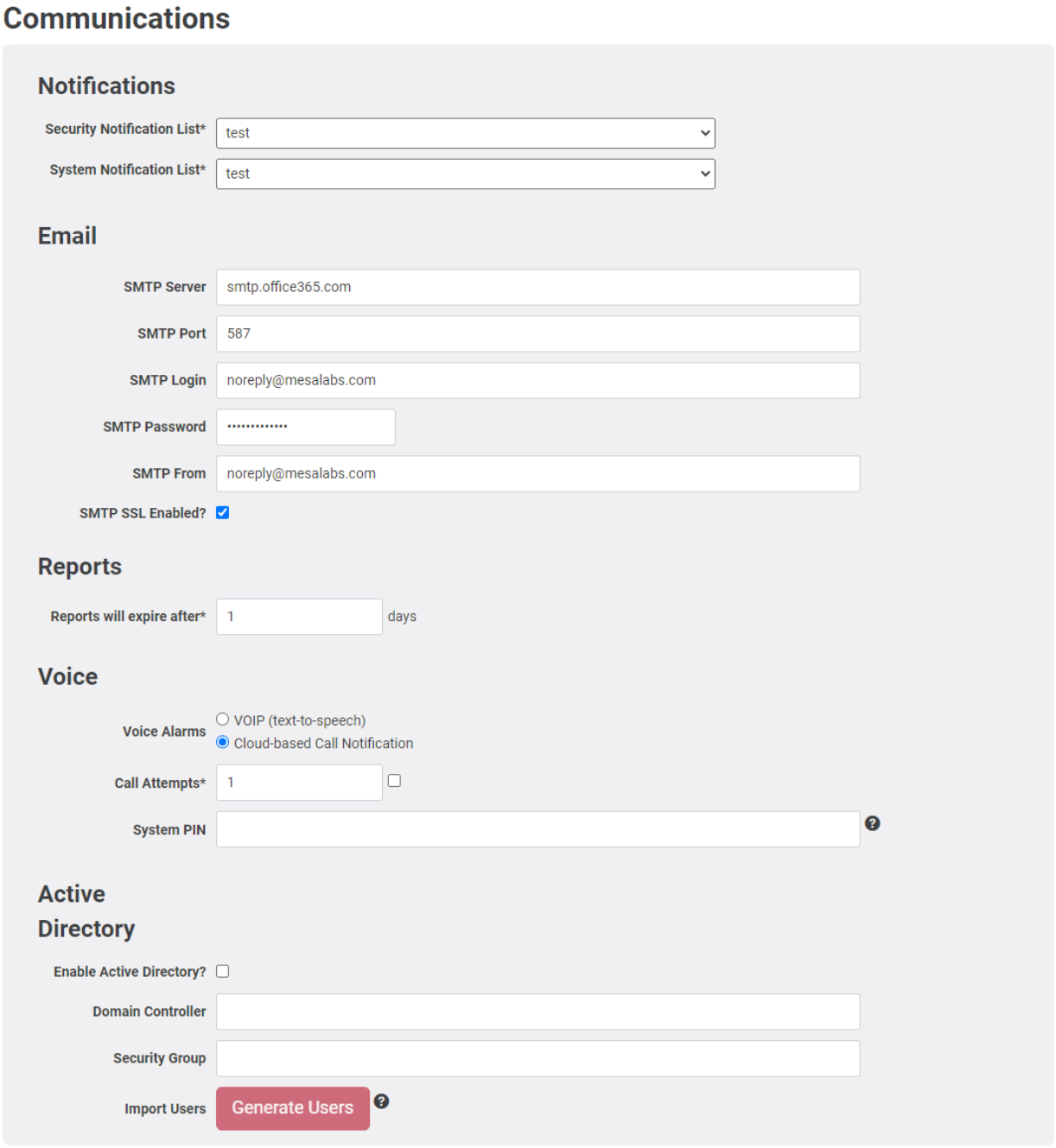
The Security section of the System Configuration screen allows admins to set security parameters. The first group is Compliance, which allows 21 CFR Part 11 Compliance to be turned on and off. The second group is Access. The Access group has settings controlling maximum login attempts; what action to take when the maximum login attempts are exceeded; allowed inactivity period (the amount of time before an inactive user will be logged out); password expiration period; minimum password length; and enforcement of special characters, numerals, and both upper and lowercase letters in user passwords.




9-58 System Configuration Screen – Security Section

The Communications section allows for configuration of notifications to users, as well as Active Directory integration. The Security and System Notification List(s) allow for email notifications to be sent to specific groups for too many login attempts, network devices that have lost contact as well as outbound phone notifications encountering errors.

The Email section is to configure SMTP settings for email notifications and Voice allows for the Twilio call notifications to be enabled. By default, Viewpoint emailing service uses SSL, but can be configured for anonymous deliveries also; consult with ViewPoint support services for special email setup. Generally, the SMTP Login and SMTP From accounts must be matching functional email accounts for which the SMTP Password is also valid.




9-59 System Configuration Screen – Communications Section

The Reports section allows users to configure the length of time that the ViewPoint server will maintain generated reports for on-demand download. Generated reports will be deleted from the server after the expiration period.

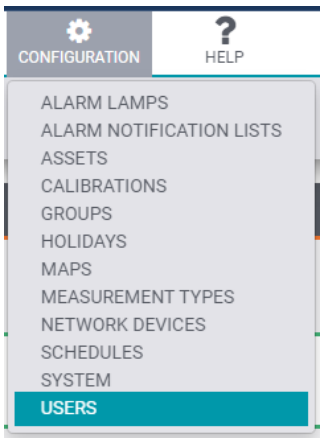
The Voice configuration configures how voice contacts will be notified via phone call. It contains a Call Attempts section, which controls how many times the system will retry phone calls in the event of phone call failure before stopping. The checkbox adjacent to this field allows for the system to retry

phone notifications indefinitely. This section also allows configuration of the System-wide PIN value. The existing PIN value is not shown (the value is hashed and cannot be retrieved), but a new PIN may be entered.

The last section in Communications is Active Directory, where the ViewPoint system can be configured to utilize Active Directory authentication, so users can use the same username and password to login to ViewPoint as they do for Windows. Whether Active Directory usage is enabled or not is indicated on the Login screen.

To configure Active Directory, the Domain name must be entered as well as the name of the security group in which the users reside. After initial setup where the users in the security group will be moved into the ViewPoint system by clicking the Generate Users button, subsequent changes can be made by importing users that have been added to the security group (there will be no impact to the existing users in the security group). When generating users, information is imported from the Active Directory SamAccountName (SAM) properties (not from UPN).

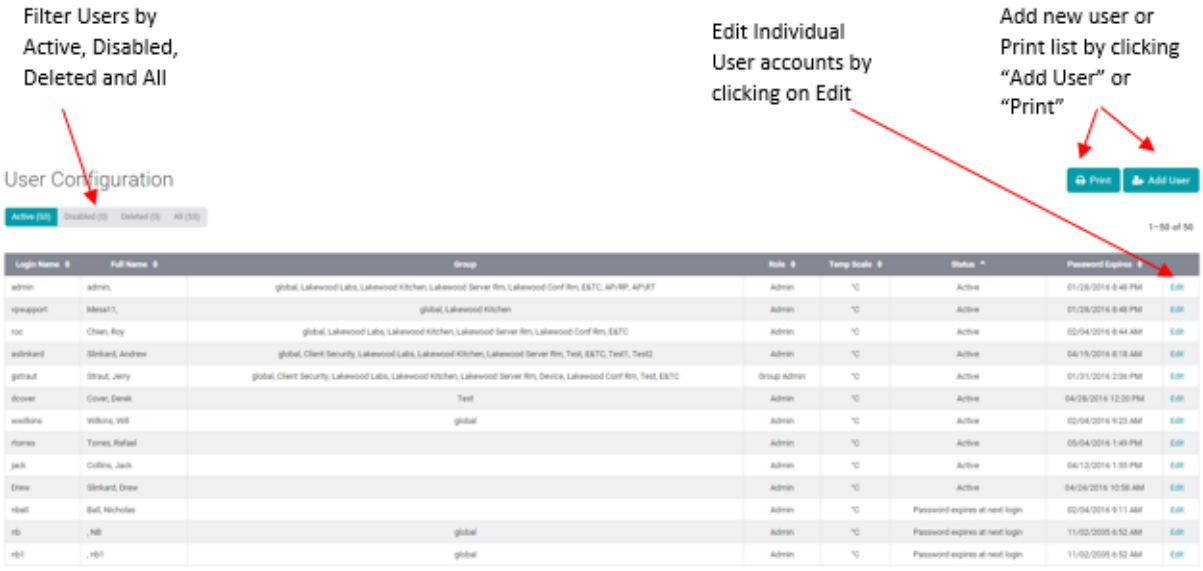
## 9.12 Users




9-60 Configuration Menu – Users Selected

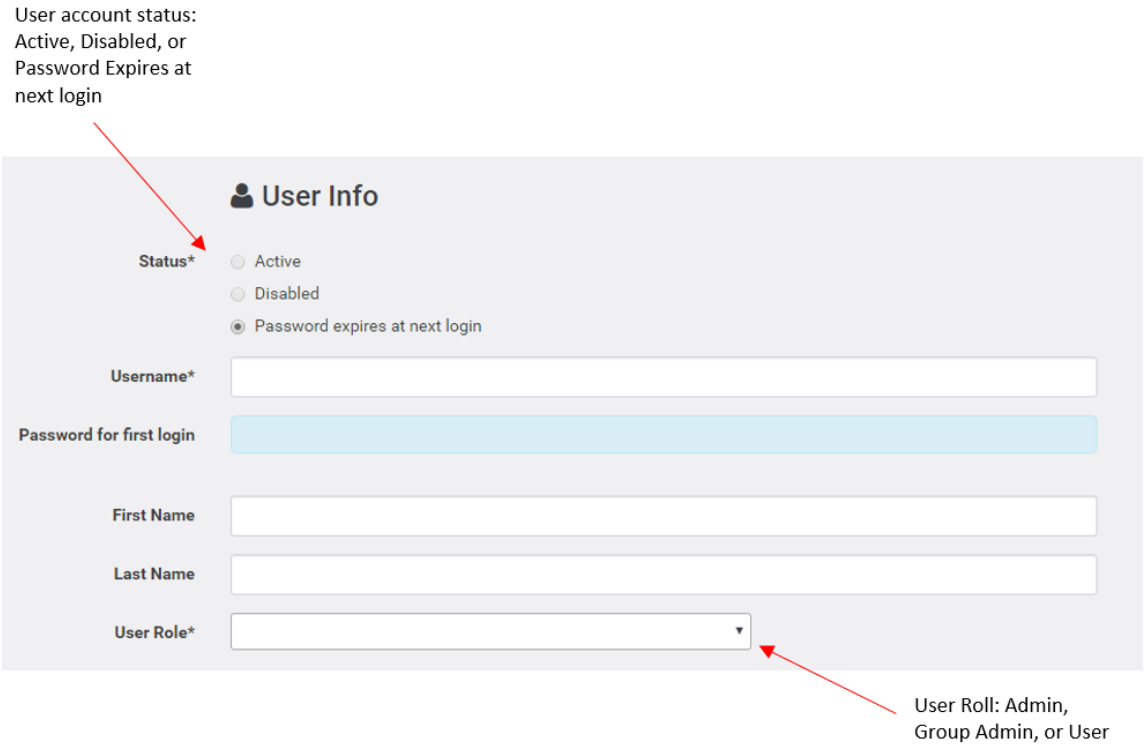
The User Configuration page allows System and Group Administrators to Add, Delete, and Configure user accounts, enter contact information, manage individual user privileges, and access, and manage user passwords. Users may be filtered by Active, Disabled, Deleted, or All statuses, as well as per-Interest Group.

When creating or editing User accounts, changes are not saved until the Save button at the bottom of the page is clicked.




9-61 User Configuration Page

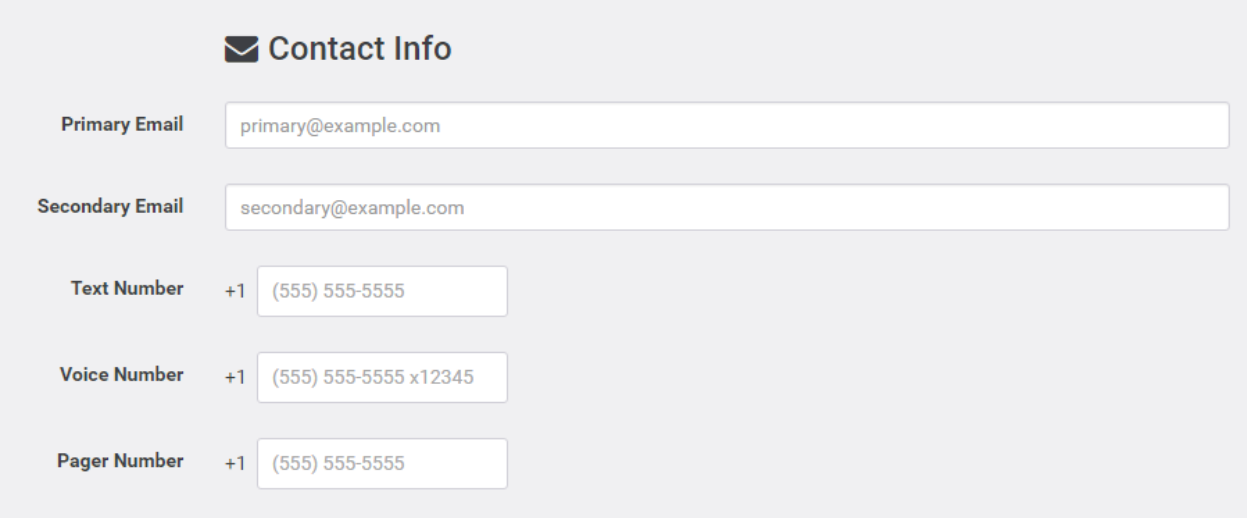
To add a user, click the "Add User" button. To edit a user, click the "Edit" link on the same line as the User account.




9-62 User Configuration – User Info Section

In addition to email notifications, ViewPoint 1.4 allows the use of Twilio call notifications. Twilio notifications options are Phone notifications, pager notifications, and MMS text notifications (Only if Twilio services have been purchased).

Note: There is no need to give a provider to use MMS text notifications like with SMS text (only applicable with Twilio).

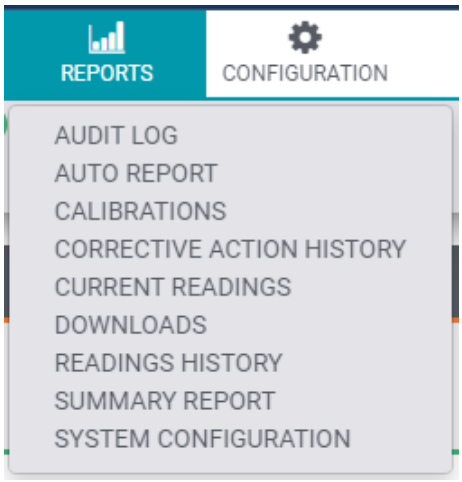



9-63 User Configuration – Contact Info Section

# 10.0 Reports


10-1 System Navigation Menu – Reports Selected

A list of the available Reports is accessible by clicking the Reports icon.




10-2 Reports Menu

These reports allow the user to monitor the system status or provide a more granular view of individual pieces of equipment. Export any report in either PDF or Excel format.

Note: If no groups are loading in the reporting area, then make sure that the user is assigned to a group (see Section 9.5).

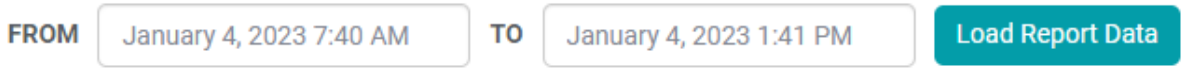
**Warning: Data that is exported in a format that can be edited and any subsequent work output from exported data is not likely to be 21 CFR part 11 compliant.**


10-3 Report Export Formats

Most reports allow display by Asset Group, Individual Asset. It is possible to adjust the time range; options include: 6 hours, 12 hours, 1 day, 2 days, 1 week or 1 month by clicking the corresponding button:


10-4 Example - Reporting Period Options

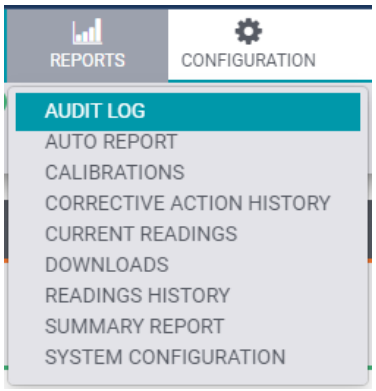
Manually entering a custom date range is also possible in the “From” and “To” section. After adjusting these values, the “Load Report Data” button must be clicked to update the displayed data. The maximum range of time allowed for report generation is one year.




10-5 Reporting Period Date Range and “Load Report Data” Button

The above filters are not available on the “Current Readings,” or “System Configuration” reports.

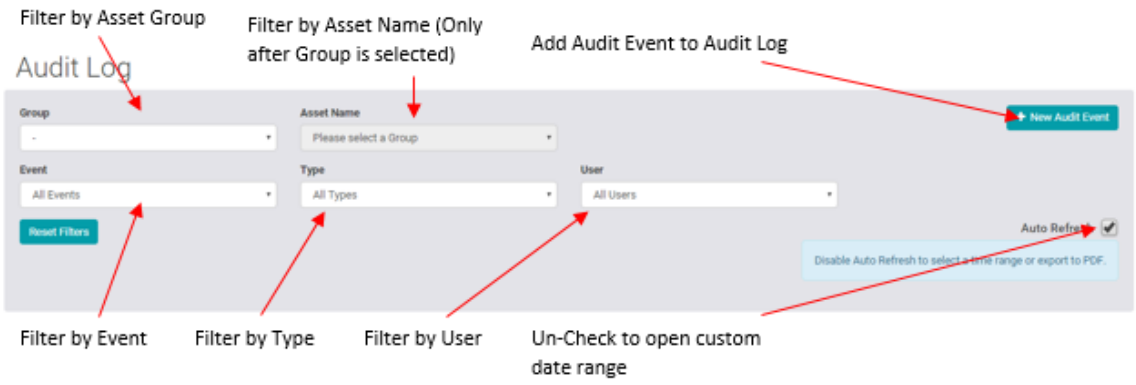
## 10.1 Audit Log



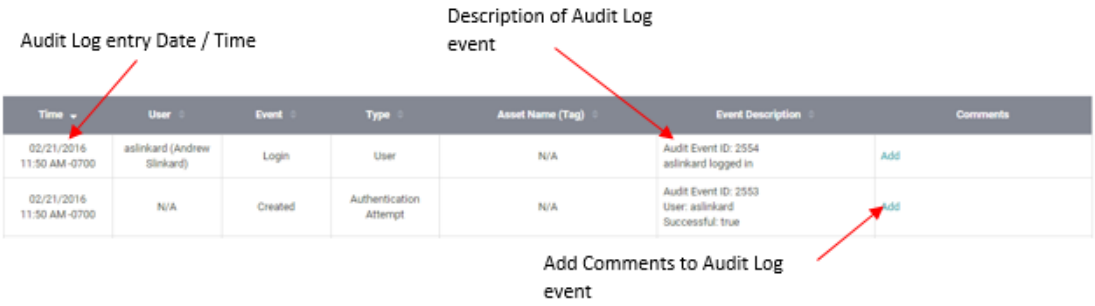

10-6 Report Menu – Audit Log Selected

This report contains audit log data for all events from the ViewPoint system that can be filtered by event parameters, date, and time, and by the user.

The Audit Log report, upon entering, is always defaulted to “Auto Refresh” on (or checked). In this mode, the page constantly refreshes at a 1-minute interval, showing the newest audit log entries, based on the selected filter parameters. If no filter is applied, then the system will display all log entries for all Assets. The 50 newest log entries are shown while “Auto Refresh” is checked. Unchecking this option allows selection of a custom time range.

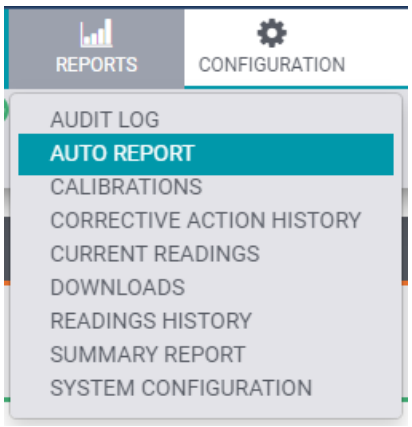



10-7 Audit Log Report Parameters




10-8 Audit Log Report

## 10.2 Auto Report



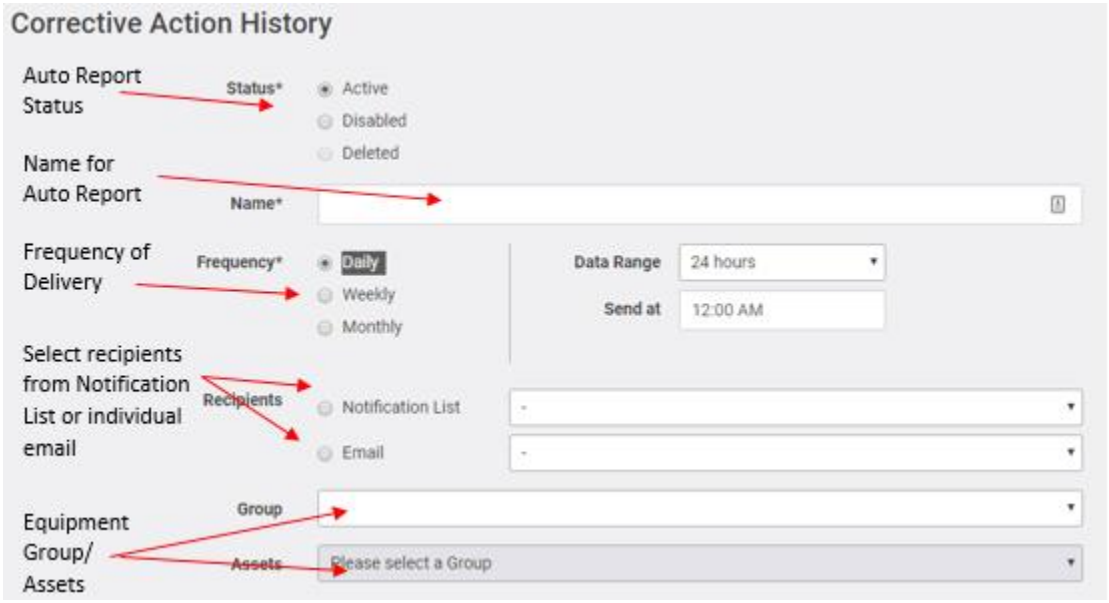

10-9 Auto Report Selected

Auto Report allows for reports to be automatically created and delivered as an email attachment on a programmed schedule. Upon entering a list of created Auto Reports will be listed, to create a new report, left-click the New Auto Report button in the top right.

Auto Report configuration is not available for standard users.


10-10 New Auto Report

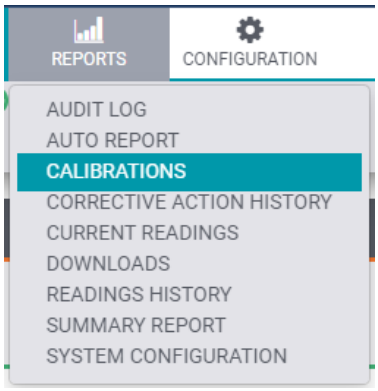
After clicking the New Auto Report button, select the report (Corrective Action History, Reading History, Current Readings, Summary Report, and Calibrations), information about the scheduling of the Auto Report will display.




10-11 Configure Auto Report

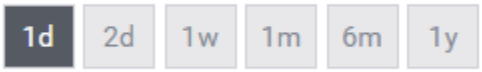
After setting up the Auto Report with the necessary information, left-click the Save button (after entering username and password). This will save the Auto Report and it will be sent out based upon the programed day and time. Auto Reports are delivered regardless of any Schedule or Holiday Schedule limitations established for the Notification List.

## 10.3 Calibration



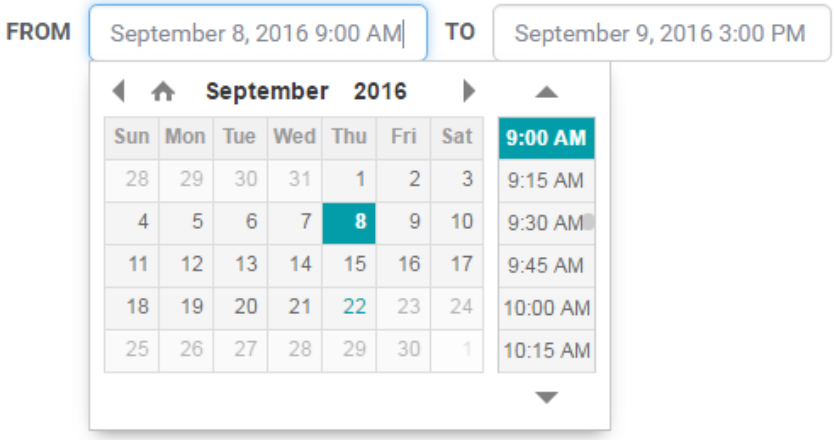

10-12 Reports Menu – Calibrations Selected

The Calibrations report displays calibration data for inputs based on the pre-defined time frames:




10-13 Calibration Report – Reporting Time Periods

For a custom date range, the user can specify the desired range by manually entering it:




10-14 Calibration Report – Custom Date Range Selection

There is also the option to select the most recent calibrations by pressing the “All Most Recent” button. This button will display the most recent calibrations for each Asset as applicable.

To generate the Calibrations report, select the specified range by using the options stated above and then press the “Create PDF Report.”

Asset: Drew's Wi-Fi VPx RTD (098767890)
Input 1 - Temperature

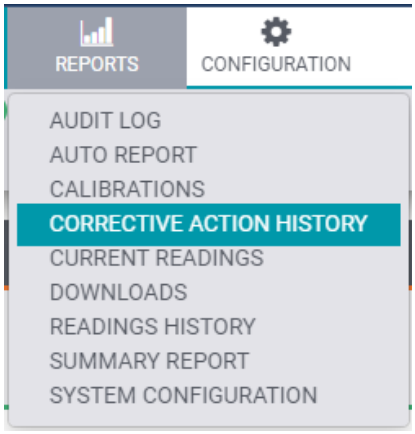
| Input Channel | Device Code | Sensor SN | Probe SN | Cal Date | Expiry Date | Cal Type | As Found | As Left | Technician |
|---|---|---|---|---|---|---|---|---|---|
| 500000C6-ch2 | RT4 | 500000C6 | 129531 | 09-Mar-2018 3:40 PM -0700 | 09-Mar-2019 | Field Calibration | Pass | Pass | Rafael Torres |

**Calibration Pairs** (Ref. Meter ID/SN: TE10938, Ref. Meter Cal Date: 12/15/2017, Ref. Meter Due Date: 12/15/2018, Ref. Probe ID/SN: TE10954, Ref. Probe Cal Date: N/A, Ref. Probe Due Date: N/A, Tolerance: 0.5)

| Reference Value | As Found | As Found Diff | As Found Pass/Fail | As Left | As Left Diff | As Left Pass/Fail |
|---|---|---|---|---|---|---|
| 29.97 | 30.14 | 0.16 | Pass | 30.01 | 0.03 | Pass |
| 20.06 | 20.17 | 0.12 | Pass | 20.05 | -0.01 | Pass |
| 10.15 | 10.25 | 0.11 | Pass | 10.12 | -0.02 | Pass |

**10-15 Calibration Report**

## 10.4 Corrective Action History Report

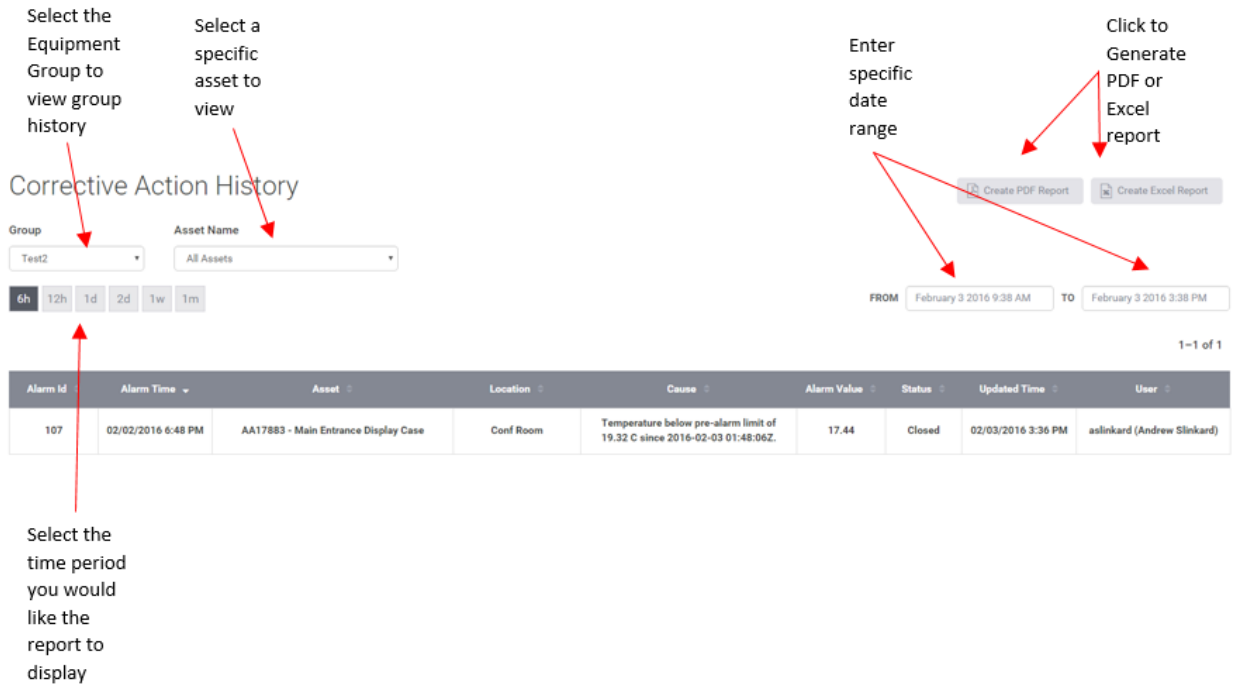



**10-16 Reports Menu – Corrective Action History Selected**

The Corrective Action History Report shows all the comments, alarm notifications and corrective actions taken which coincide with specific alarms.

Note: If no groups are loading in the reporting area, then make sure that the user is assigned to a group (see Section 9.5).

Click on the REPORTS icon from the main toolbar and select the “Corrective Action History” report.

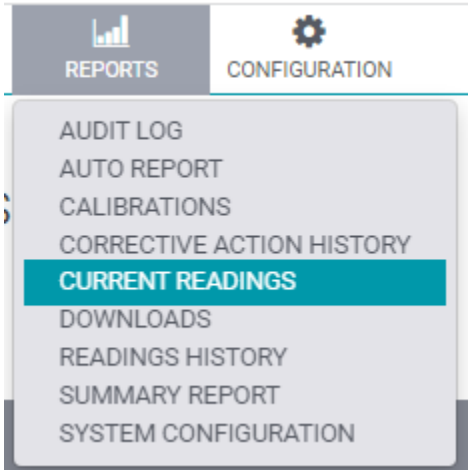



**10-17 Corrective Action History Report (1 of 2)**

To get more detail on an alarm, click on the alarm in the report.

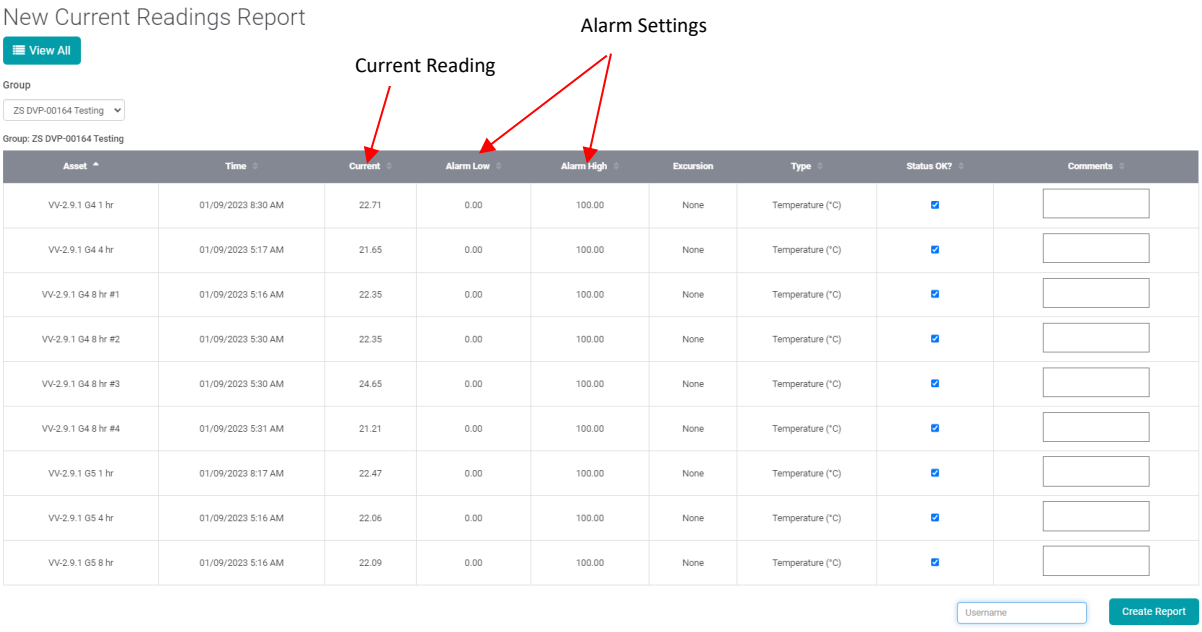

**10-18 Corrective Action History Report (2 of 2)**

## 10.5 Current Readings Report




10-19 Current Readings Selected

This report provides the most current readings for assets in a specified group as well as the Alarm Limit Settings, If the Asset is in an excursion (Current Reading outside of alarm limits), the Input Type (e.g., temperature, humidity, etc.), a Status OK? checkbox (verifying whether the current reading is present (input is not in a No Sensor Contact state) and within alarm limits), and a comments field are included on the Report.

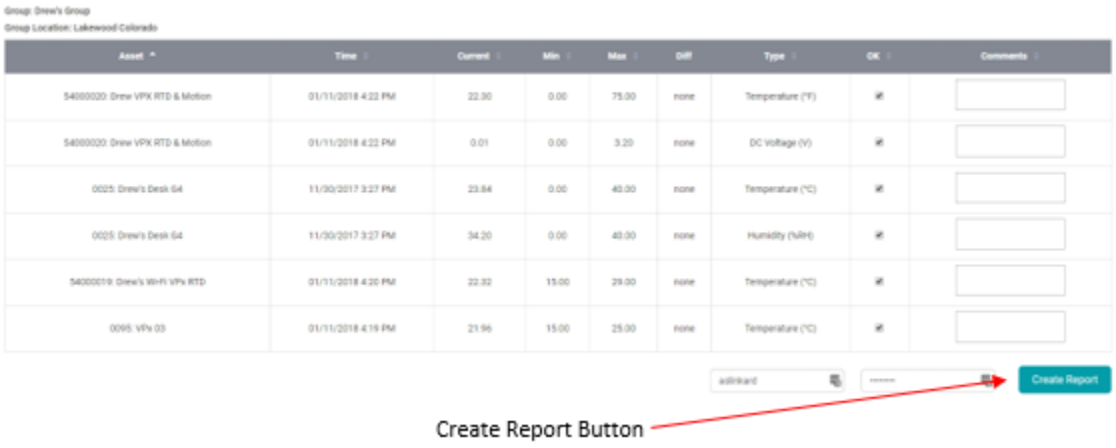



10-20 Current Readings Report

The Current Readings report also has the ability for a reviewable/approvable report to be generated (The created report(s) can only be viewed and or approve by Admin or Group Admin that have access to the specified equipment group).

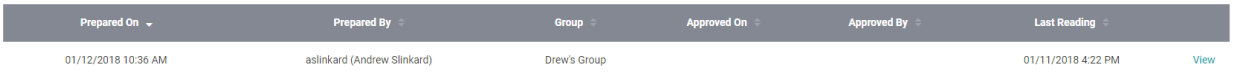
Creating Reviewable/Approvable Current Readings Report:

To create a reviewable/approvable Current Readings Report, first a report must be generated for the specific equipment group. Each input must have its Status OK? Box checked or a comment explaining the reason for the excursion provided. In the bottom right corner, left-click the Create Report button (after entering username and password).




**10-21 Current Readings Create Report**

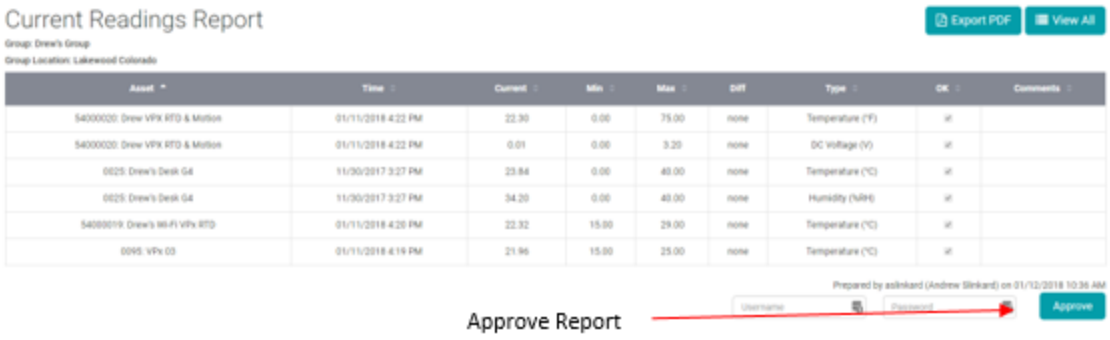
The created report will be saved so it may be reviewed and approved by an Admin or Group Admin




**10-22 Current Readings Created Reports**

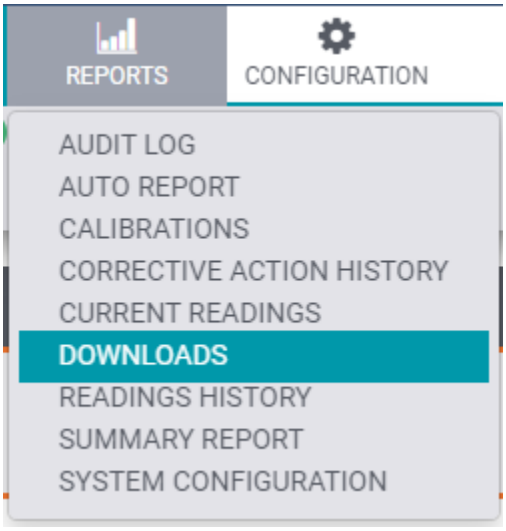
Review saved Current Readings report:

Select Current Readings report, there will be a View All button in the top right of the screen (only if Admin or Group Admin). After clicking the View All button, a list of the saved Current Readings reports will be displayed. Select the report to be approved (if not in the list, the time may need to be adjusted to locate specific report). Click the View link on the far right of the report, this will pull up the saved version of the reports which can now be reviewed and approved.



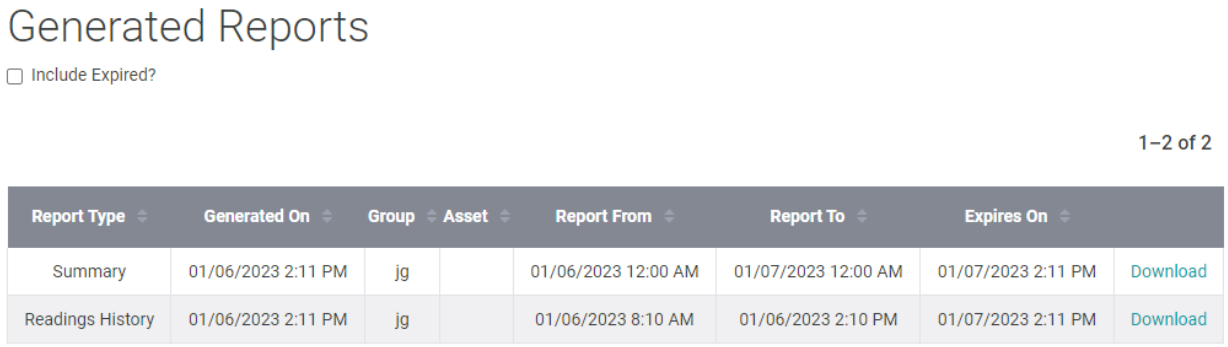

10-23 Approve Current Readings Report

## 10.6 Downloads




10-24 Report Menu – Downloads Selected

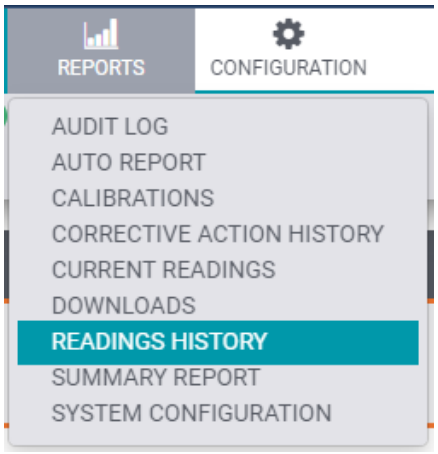
Reports that have been previously generated may be downloaded at any time on a per-user basis (other users' reports may not be downloaded).




10-25 Report Downloads

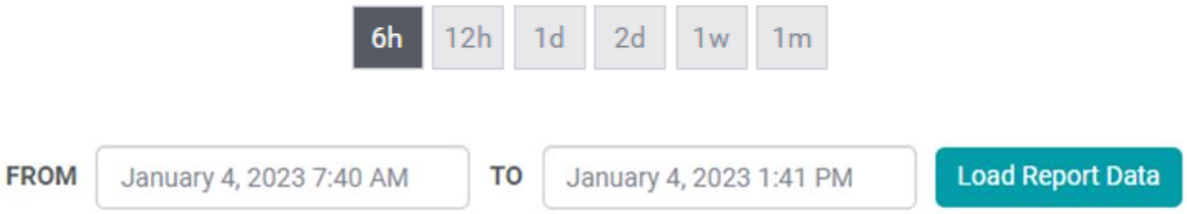
Checking the "Include Expired?" checkbox will also display any reports that were created in the past but have since expired. These reports will not be able to be downloaded, but this can be used to verify that some report was generated (in addition to the Audit Log).

## 10.7 Readings History Report




10-26 Report Menu – Readings History Selected

This report will display the readings taken by individual sensors within the selected group. This report allows for display by Asset Group, Individual Asset. It is possible to adjust the time range; options include: 6 hours, 12 hours, one day, two days, one week or 1 month by clicking the corresponding button:



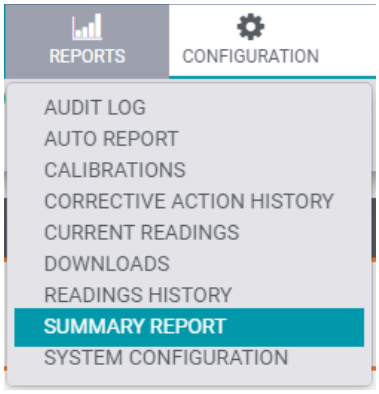

10-27 Reporting options and Period Date Range

Manually entering a custom date range is also possible in the "From" and "To" section.


**10-28 Reading History**

Readings highlighted in Orange are outside of the Assets programmed alarm limits.

## 10.8 Summary Report




**10-29 Reports Menu – Summary Report Selected**

This report provides High, Low, Average, and MKT (Mean Kinetic Temperature) calculation for Assets during the timeframe specified. The summary report also provides the calculations for the “Total Summary” and “Summary by Date” if the range is more than one day. Again, generate the report for either specific Groups, Assets, or Date Ranges.

# Summary Report

**Group** Lakewood Conf Rm

**Asset Name** All Assets

6h 12h 1d 2d 1w 1m

| | |
|---|---|
| **Asset Name** | **AA04873 - Lunch Room (Frz)** |
| **Tag** | AA04873 |
| **Type** | Temperature |
| **Units** | C |
| **Standard Alarm Limit** | **Low:** -30 **High:** 0 **Delay(min):** 15 |

Total Summary

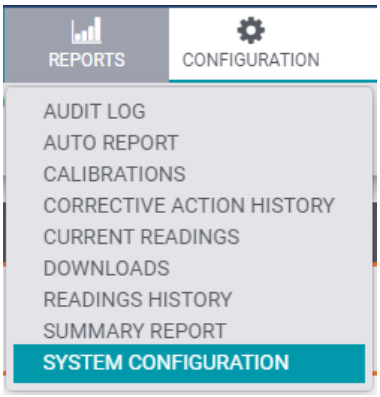
| Start Date | Date Range | Average | Low(C) | High(C) | MKT |
|---|---|---|---|---|---|
| 09/08/2016 | 1 days, 6h 00m | -19.73 | -21.72 | -14.25 | -19.52 |

Summary by Day

| Date | Average | Low(C) | High(C) | MKT |
|---|---|---|---|---|
| 09/08/2016 | -19.82 | -21.72 | -14.25 | -19.67 |
| 09/09/2016 | -19.27 | -21.51 | -12.25 | -19 |

10-30 Reports Menu – Summary Report

## 10.9 System Configuration




10-31 Reports Menu – System Configuration Selected

The system configuration report provides a detailed description of the system configuration:

1. Asset Name
2. Asset ID Number
3. Proper Calibration Expiry Date
4. Access Point
5. Calibration Offset
6. Device ID Number
7. Probe S/N
8. Probe Type (3-caracter text string)
9. Installed on date
10. Device Status (Enabled, Disabled, and Decommissioned)
11. Alarm Configuration Settings
12. User Account Details and Contact Information
13. Notification and Scheduling details
14. Alarm Lamp Configuration

This information may be limited to a single Interest Group within the system or can be generated for the system in its entirety by checking the “Full System Report?” checkbox. The System Configuration report also provides means to export the information in PDF or Excel formats.

# System Configuration

Create PDF Report | Create Excel Report

☑ Full System Report?

## Assets

| Asset Name (Tag) | Type | Location | Groups | Status |
|---|---|---|---|---|
| 60000031 (60000031) | Walk-In | | jg | Active |
| **Alarm Notification Schedule**: test | **Holiday Alarm Notification Schedules**: Unassigned | | | |

### Sensor

Sensor Type: VPx Professional
Wireless Sensor ID: 60000031
Probe Unplugged Delay: 30
No Signal Delay: 60
Logging Interval: 15
Alarm Logging Interval: 5

### Input

Type: Temperature
Device Code: VPR
Input in use? Yes
Probe SN: No SN
Expiration Date: No calibration on file
Calibration Correction: No calibration on file

| | Pre-Alarm | Standard | Emergency |
|---|---|---|---|
| **Alarm Low** | 0.00 | -200.00 | 0.00 |
| **Alarm High C** | 0.00 | 200.00 | 0.00 |
| **Alarm Delay (minutes)** | 5.00 | 30.00 | 0.00 |
| **Latching** | | | |
| **Alarm Limit In Use** | | X | |

10-32 System Configuration Report, including asset information

Users

| Username | First Name | Last Name | Status | User Role | Groups |
|---|---|---|---|---|---|
| admin | System | Admin | active | Admin | jg |
| jg | jesus | garcia | password_expires_next | User | |
| zsparks | Zach | Sparks | active | Admin | ZS DVP-00164 Testing, G5 Stability Testing, G4 Stability Testing, and Old Sensors |

User Contacts

| Username | Primary Email | Secondary Email | Text Info | Voice Info | Pager Info |
|---|---|---|---|---|---|
| admin | | | | | |
| jg | jesus.garcia@mesalabs.com | | | | |
| zsparks | zsparks@mesalabs.com | | 970-556-2917 | | |

Access Points

| Name | IPv4 Address | Device ID | Notes |
|---|---|---|---|
| | | b590089d | |
| Zach's G5 | | b590026c | DD |
| JG G4 AP | 10.0.4.62 | b1000faa | |
| JG G5 AP | 10.0.4.23 | B59008AE | |
| Zach's G4 | 10.0.4.49 | B1000ED4 | |
| Zach's other G5 | | b590089c | |

VP Connect Panels

| Name | IPv4 Address | Wired Sensor ID | No Signal Delay | Notes |
|---|---|---|---|---|

Alarm Lamps

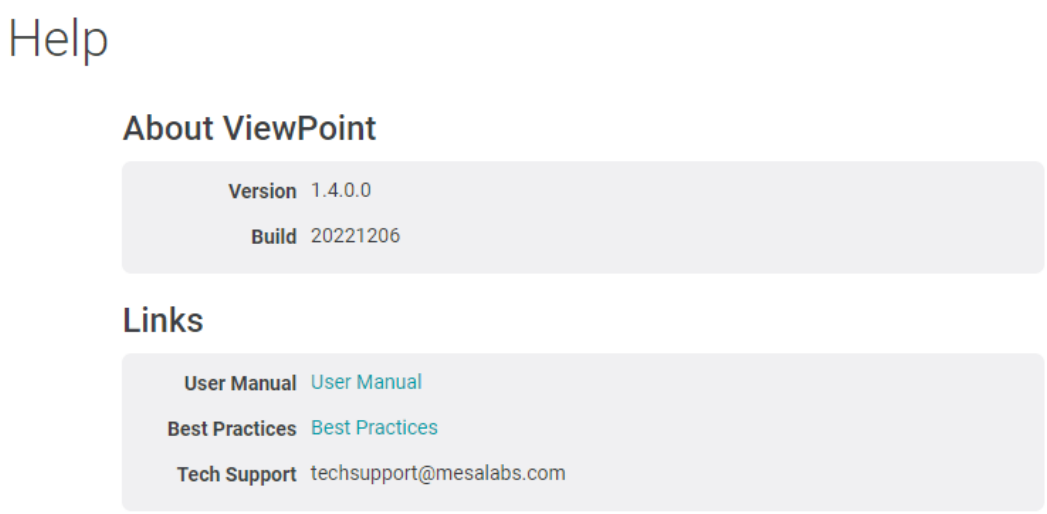
| Description | IP Address |
|---|---|
| Test | 1.2.3.4 |
| Test | 1.2.3.4 |

10-33 The remainder of information available on the System Configuration Report

# 11.0 Help


11-1 System Navigation Menu – Help Selected

The help window provides version information about ViewPoint installation and links to the ViewPoint User Manual and Best Practices documents.




11-2 – Help Screen Contents

Clicking on the User Manual link will open the current version of this Document that can be downloaded or reviewed as needed.

Clicking on the Best Practices link will open the Mesa Laboratories Inc. Best Practices document which detail the Mesa Laboratories Inc. recommendations to set up, configure and maintain the ViewPoint system so that it operates in an efficient and optimal manner. Each ViewPoint system is unique, and there may be unique settings and/or other recommendations that apply. Please contact your sales manager, project manager, or other Mesa Laboratories, Inc. representative to answer any questions and provide additional information.