

# How to Create Account Templogger

MN-VIZUO-EN

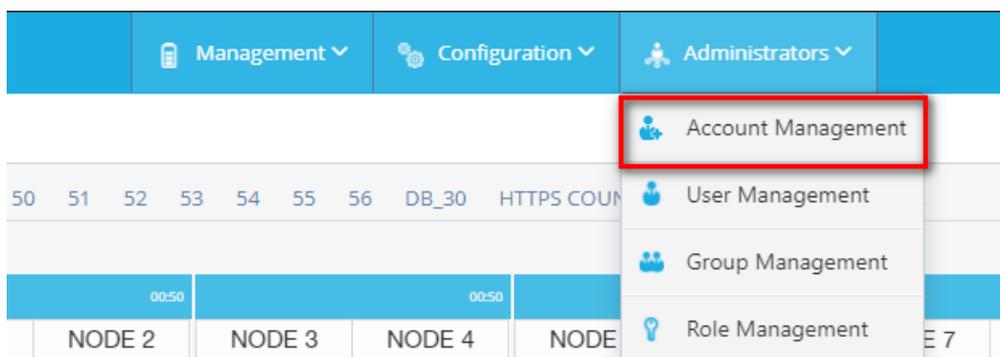
Sep-2020

## 1. Functions Change Log

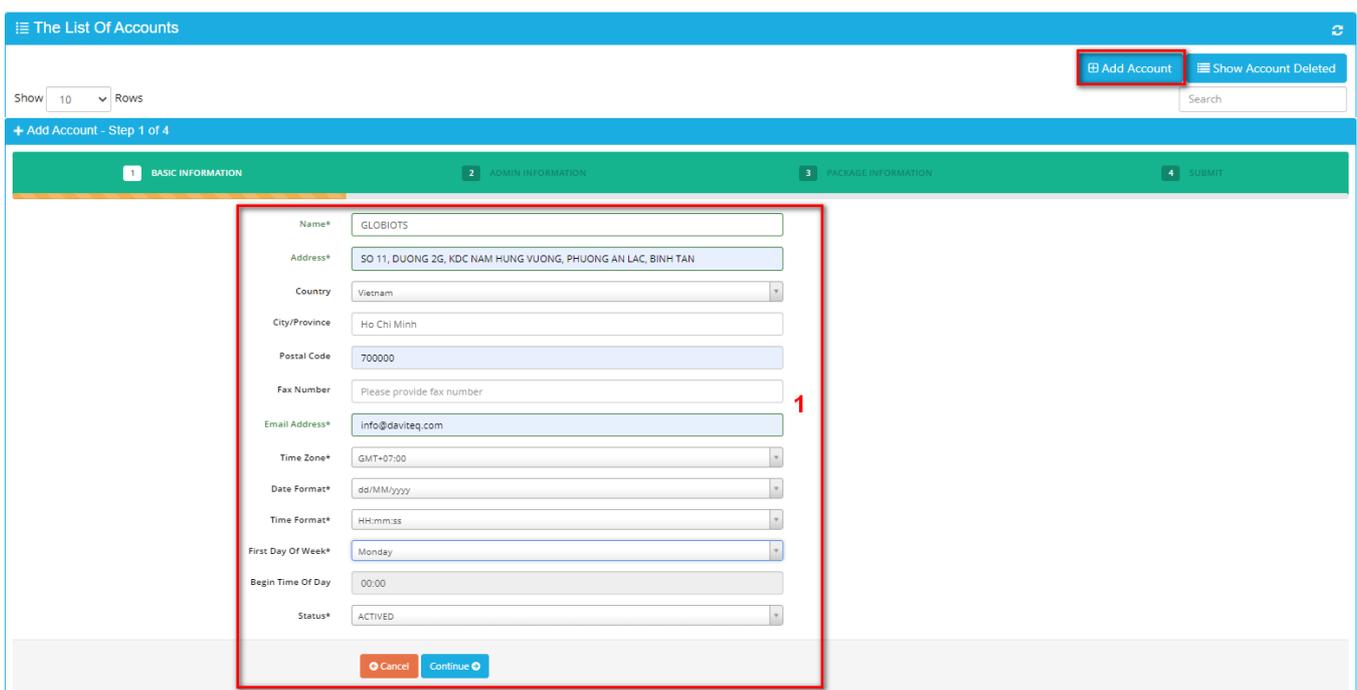
Release Date	Version	Functions Change
Sep-2020	1.0	Create account in Templogger

## 2. CREATE NEW ACCOUNT

- In Home screen, select menu Administrators → select sub-menu Account Management.



- In screen of account list, click button "Add account" to create new account.

A screenshot of the 'The List Of Accounts' screen. The 'Add Account' button is highlighted with a red box. Below it, the 'Add Account - Step 1 of 4' form is shown. The form has four tabs: '1 BASIC INFORMATION', '2 ADMIN INFORMATION', '3 PACKAGE INFORMATION', and '4 SUBMIT'. The 'BASIC INFORMATION' tab is active. The form fields are: Name\* (GLOBIOTS), Address\* (SO 11, DUONG 2G, KDC NAM HUNG VUONG, PHUONG AN LAC, BINH TAN), Country (Vietnam), City/Province (Ho Chi Minh), Postal Code (700000), Fax Number (Please provide fax number), Email Address\* (info@deviteq.com), Time Zone\* (GMT+07:00), Date Format\* (dd/MM/yyyy), Time Format\* (HH:mm:ss), First Day Of Week\* (Monday), Begin Time Of Day (00:00), and Status\* (ACTIVED). A red box highlights the entire form area, and a red number '1' is placed next to the 'Email Address\*' field.

Enter information account into panel (1).

Email: enter email address. Email is unique.

Click button "Continue" to go to step 2.

- Field with mark \* must be filled
- In email adress, uppercase and lowercase are the same.
- Select right Time Zone for user.
- After click button "Continue", screen of step 2 should appear:

Full Name\* Account NAME

Gender Male

Username\* globlots

Password\* abc@123

Date Of Birth\* 01/01/2002

Contact Number 0123654784

Email Address\* info@globlots.com

Language English

Cancel Back Continue

Enter information of admin user into panel (2):

- Username: Enter username. Username is unique.
- Email: Enter email address. Email is unique.
- Contact Number: Enter phone number. Phone number is unique.
- Click button "Continue" to go to step 3.

- Screen of step 3 should appear:

Choose Package\* FRE-0100

Cancel Back Continue

(3) Select package for account.

Click button "Continue" to go to step 4.

- Screen of step 4 should appear:

+ Add Account - Step 4 of 4

1 ✓ BASIC INFORMATION    2 ✓ ADMIN INFORMATION    3 ✓ PACKAGE INFORMATION    4 SUBMIT

**BASIC INFORMATION**

Name: GLOBIOTS  
 Address: SO 11, DUONG 2G, KDC NAM HUNG VUONG, PHUONG AN LAC, BINH TAN  
 Country: Vietnam  
 Province: Ho Chi Minh  
 Postal Code: 700000  
 Fax Number:  
 Email Address: info@deviteq.com  
 Time zone: Asia/Ho\_Chi\_Minh  
 Date Format: dd/MM/yyyy  
 Time Format: HH:mm:ss  
 First Day Of Week: Monday  
 Begin Time Of Day: 00:00  
 Keep Alive Time: 5 minutes  
 Realtime Refresh Time: 1 second  
 Status:

**ADMIN INFORMATION**

Full Name: Account NAME  
 Username: globiots  
 Gender: Male  
 Date Of Birth: 01/01/2002  
 Contact Number: 0123654784  
 Email Address: info@globiots.com

**PACKAGE INFORMATION**

Name: FRE-0100  
 Limited User: 5  
 Limited Device: 5

Cancel Back Save

(4.1) Display basic information of account in step 1.

(4.2) Display information of admin user in step 2.

(4.3) Display assigned package information in step 3.

Click button "Save" to save configuration.

- After click button "Save", confirmation screen should appear:

Do you really want to add account 'GLOBIOTS?' ×

Cancel OK

Click "OK" to finish.

- After successfully create new account, an admin user of account is also created.

- Number of used user of account increases by one for admin user.

- Information of admin user should be in user list.

## 3. CREATE NODE ASSIGN TO ACCOUNT

### 3.1. Node Definition

In Organization Chart Panel, Node is used to create Organization Chart. Node name should be geographical area, type of energy or responsible person. A Node includes one or more sub-Node and Device

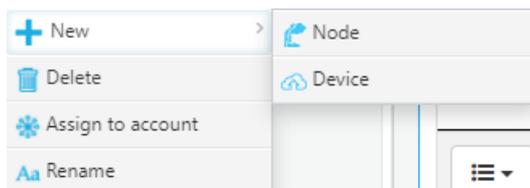
## 3.2. Organization Chart

To close or open “Organization Chart” panel, you can click  on left corner of screen Organization Chart page includes all Node and Device in system:



- Node name
- Number using device of account/Max number device of account

Right click on Node name, menu of Node displays:

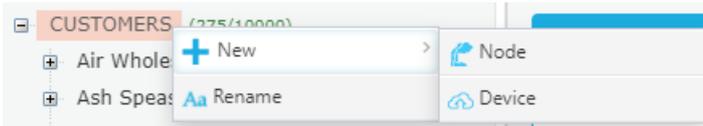


- New: Create new Node, Device
- Delete: Delete Node
- Assign to account: Assign Node and sub-Node to account
- Rename: Change name of Node

## 3.3. Create New Node

To Create a sub-Node:

- (1) Select Node
- (2) Right click and select "New"
- (3) Click "Node" to create new Node

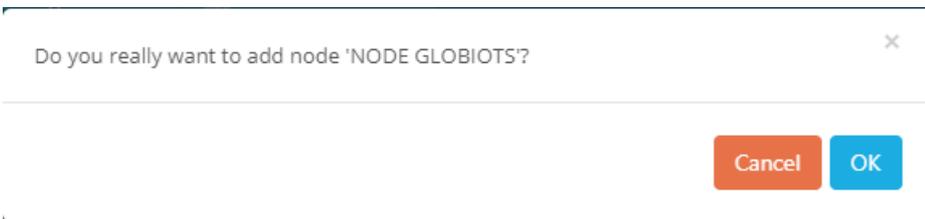


**+ Add Node**

Name\*

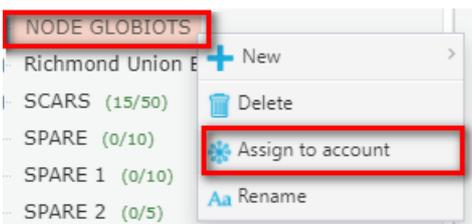
Save

Click Save node



### 3.4. Assign Node to account

- In Organization Chart panel , select Node to assign to new account created, right click Node name → select "Assign to account" : A list account displays:



NODE GLOBIOTS: Node is created in step 2.3

**Assign node 'NODE GLOBIOTS'**

Show 10 Rows Search

	Account name	Using User	Using Device	Status	
<input checked="" type="checkbox"/>	GLOBIOTS	1/5	0/5	<input checked="" type="checkbox"/>	<span style="background-color: #00a0e3; color: white; padding: 2px 5px; border-radius: 3px; cursor: pointer;">Assign</span>

Showing 1 to 1 of 1 entries 
First
Previous
Next
Last

- Click "Assign" button to assign Node to account Or Click "Unassign" to un-assign Node from account.

Assign node 'NODE GLOBIOTS'				
Show 10 Rows		Search		
	Account name	Using User	Using Device	Status
<input checked="" type="checkbox"/>	GLOBIOTS	1/5	0/5	<input checked="" type="checkbox"/> <b>Unassign</b>

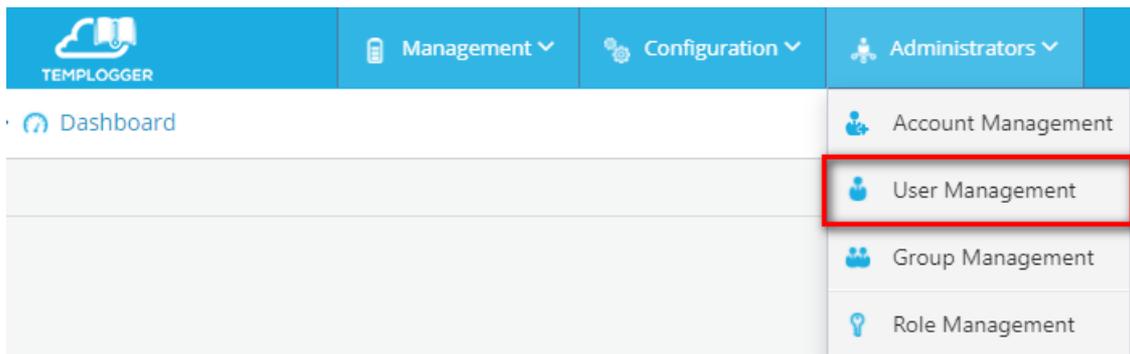
Showing 1 to 1 of 1 entries

« First Previous Next Last »

## 4. CREATE USER

### 4.1. Create User

- Login with the admin user created in step 1
- In Home screen, click menu Administrators → select sub-menu User Management



- In screen of user list, click button “Add user” to add new user.

The List Of Users

Show 100 Rows Search **Add User**

Full Name	Email	Contact Number	Account	Active
No data available in table				

Showing 0 to 0 of 0 entries

« First Previous Next Last »

+ Add User - Step 1 of 3

1 BASIC INFORMATION 2 AUTHENTICATION 3 SUBMIT

Full Name\*

Gender

Date Of Birth

Contact Number

Language

**1**

Enter basic information into panel (1).

- Contact Number: Enter contact number. The number is unique.
- Click button “Continue” to go to step 2.

- After click button “Continue”, screen of step 2 should appear:

+ Add User - Step 2 of 3

1 ✓ BASIC INFORMATION      2 AUTHENTICATION      3 SUBMIT

Email\*

Username\*

Password\*

Status

2

Enter information for user to sign-in into panel (2):

- Email: enter email address. Email is unique.
- Username: enter username for sign in. Username is unique. Username has at least 6 characters.
- Password: default password is "abc@123". User must change password when user sign in in the first time.
- Click button "Continue" to go to step 3.

- Enter full information for user.

- Uppercase and lowercase of email and username are the same.

Example: username "USERNAME1" is the same as username "username1".

- Screen of step 3 should appear:

+ Add User - Step 3 of 3

1 ✓ BASIC INFORMATION      2 ✓ AUTHENTICATION      3 SUBMIT

**BASIC INFORMATION**

Full Name: staff 1

Gender: Male

Date Of Birth: 01/01/2002

Contact Number: +84

3

**AUTHENTICATION**

Email: staff1@store.com

User Name: staff1

Status:

4

(3) Display basic information of user in step 1.

(4) Display information for sign in in step 2.

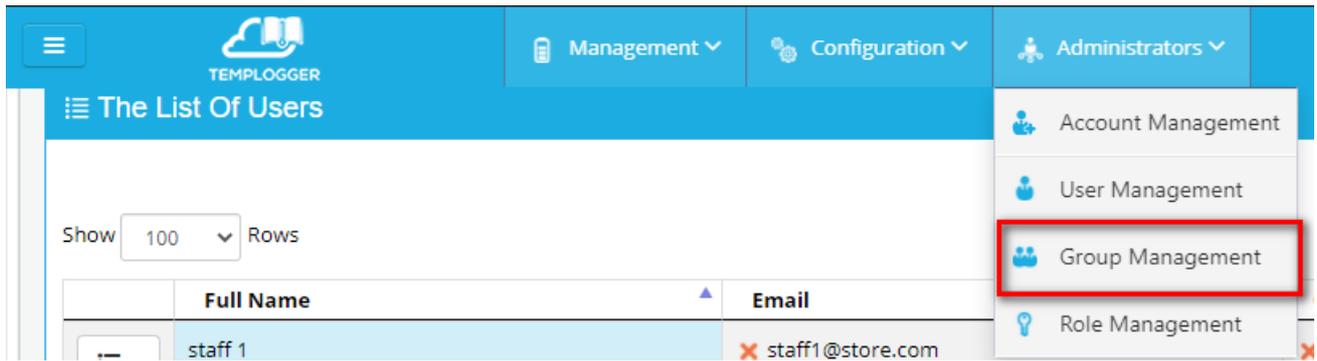
Click button "Save" to save information.

After click button "Save", confirmation screen should appear:

Do you really want to add user 'staff 1'?

## 4.2. Create Group

- Group is used to assign authorities to users.
- In Home screen, select menu Administrators → select sub-menu Group Management



- In screen of group list, click button “Add Group” to create new group of account.

Group Name\* Group 1

Description Group 1

Cancel Continue

Enter basic information of group into panel (1).

- Group Name: Enter group name. Group name is unique.
- Click button “Continue” to go to step 2.

- After click button “Continue”, screen of step 2 should appear:

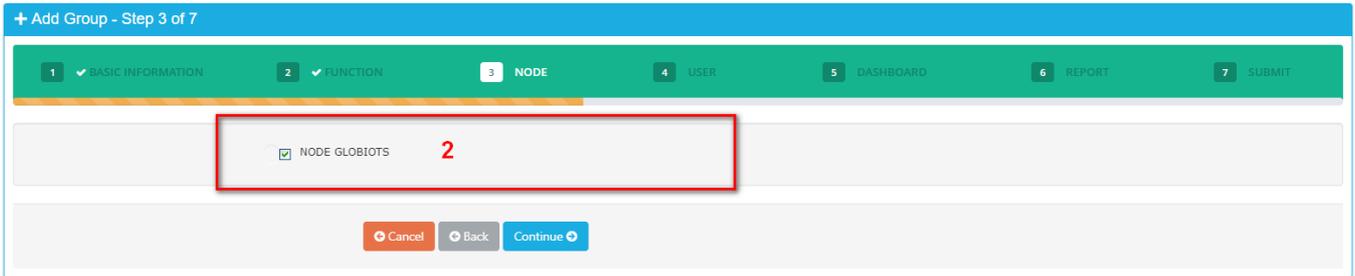
Function	Permission
Schedule Report	<input type="checkbox"/>
Device Management	<input type="checkbox"/>
Action Log Management	<input type="checkbox"/>
Alarm Management	<input type="checkbox"/>
Node Management	<input type="checkbox"/>
Device Management	<input type="checkbox"/>
Import/Export Raw Data	<input type="checkbox"/>
OPERATOR_ROLE	<input type="checkbox"/>
Report Management	<input type="checkbox"/>
User Management	<input type="checkbox"/>
Event Management	<input type="checkbox"/>
Role Management	<input type="checkbox"/>
Group Management	<input type="checkbox"/>
Account Management	<input type="checkbox"/>
Memmap Management	<input type="checkbox"/>
SMS Profile Management	<input type="checkbox"/>
Dashboard Management	<input type="checkbox"/>
Package Management	<input type="checkbox"/>
Parameter Management	<input type="checkbox"/>

Cancel Back Continue

- Select assigned functions for group in area

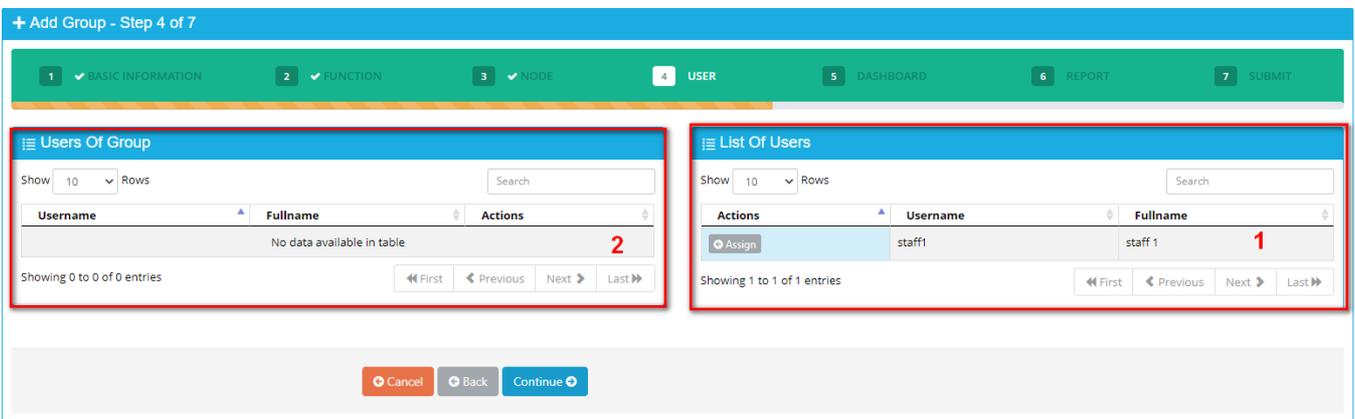
- Only display assigned functions of account.
- Select one function to assign, then click into area (1) to display authorities of selected function. Click authority to add into group.
- Click mark “x” (2) to remove authority.
- Click button “Continue” to go to step 3.

- Screen of step 3 should appear:

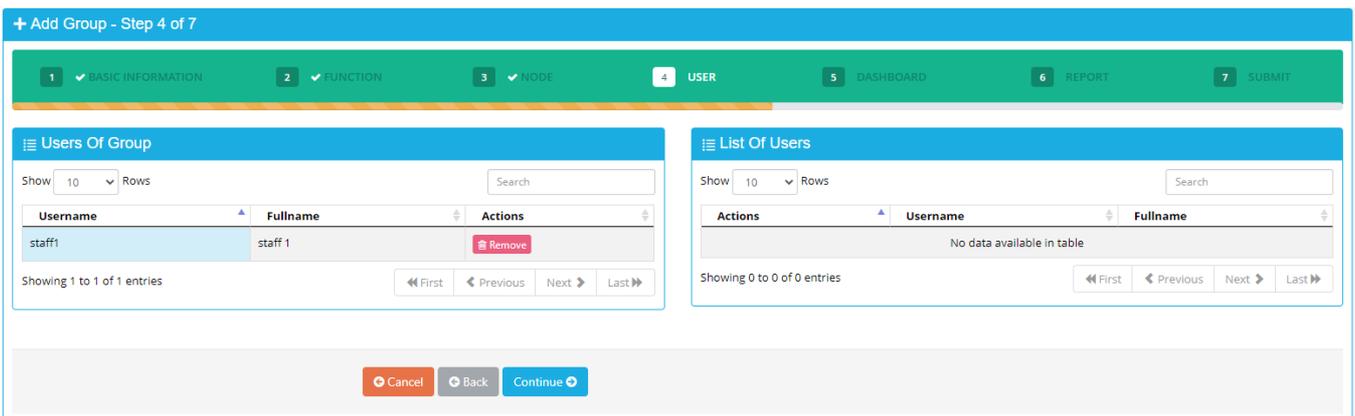


- (2) Display available nodes of account. Tick nodes to assign to group.
- Click button “Continue” to go to step 4.

- Screen of step 4 should appear:

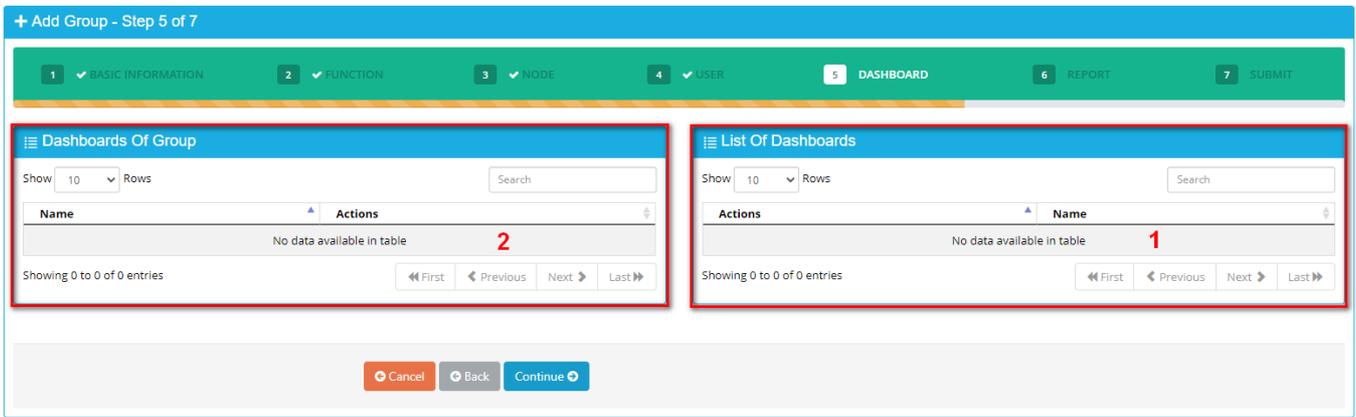


- (1) Display list of users. The users have not been assigned to the group.
- (2) Display list of users which has already been assigned to the group.
- Button “Assign”: click to assign selected user to group. After click “Assign” button, selected user should be in the list in panel (2).
- Button “Remove”: remove user from group. After click button “Remove”, selected user should be in the list in panel (1).



- Click button “Continue” to go to step 5.

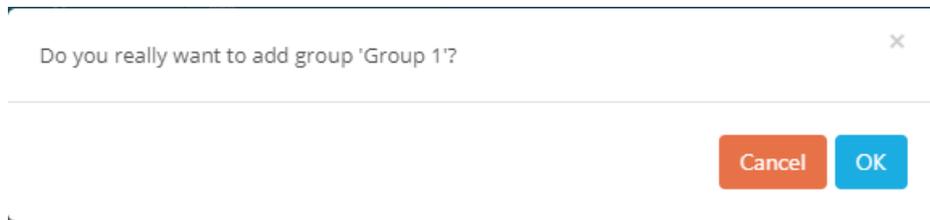
- Screen of step 5 should appear:



- (1) Display list of Dashboard of signing in group. The Dashboard has not been assigned to group.
- (2) Display list of Dashboard of signing in group. The Dashboard has already been assigned to group.
- Button "Assign": click to assign dashboard to group. Assigned dashboard should be in panel (2).
- Button "Remove": remove dashboard out of group. Removed dashboard should appear in panel (1).
- Click button "Continue" to go to step 6.

- Screen of step 6 should appear to view Summary information of group from step 1 to step 8.

- Click button "Save" to save information.
- After click button "Save", confirmation screen should appear:



- Click button "OK" to finish.

## 5. Support Contacts

<p>Distributor in <b>Malaysia</b>  <a href="#">AVO.png</a>  <b>AVO Technology Sdn. Bhd.</b>          Official Website: <a href="http://www.avo.com.my">www.avo.com.my</a>          No. 17, Jalan 3/23A, Taman Danau Kota, 53300 Kuala Lumpur, Wilayah Persekutuan Kuala Lumpur, Malaysia          General : +603-4143 2288          Mobile : +012-376 7181          Fax : +603-4143 3388</p>	<p>Distributor in <b>Australia and New Zealand</b>  <a href="#">temploggerlogo.png</a>  <b>Templogger Pty Ltd</b>          Tel: 1800 LOGGER          Email: <a href="mailto:contact@templogger.net">contact@templogger.net</a></p>
<p>Manufacturer  <a href="#">logo.jpg</a>  <b>Daviteq Technologies Inc.</b>          No.11 Street 2G, Nam Hung Vuong Res., An Lac Ward, Binh Tan Dist., Ho Chi Minh City, Vietnam.          Tel: +84-28-6268.2523/4 (ext.122)          Email: <a href="mailto:info@daviteq.com">info@daviteq.com</a>   <a href="http://www.daviteq.com">www.daviteq.com</a></p>	

- 🔄 Revision #10
- ★ Created Wed, Mar 18, 2020 1:47 AM by [Admin](#)
- ✍ Updated Tue, Dec 22, 2020 9:35 PM by [Kiệt Anh Nguyễn](#)