





Version Information

Version	Release Date	Notes
1	03/18	Initial release



Welcome to Atlona!

Thank you for purchasing this Atlona product. We hope you enjoy it and will take a extra few moments to register your new purchase.

Registration only takes a few minutes and protects this product against theft or loss. In addition, you will receive notifications of product updates and firmware. Atlona product registration is voluntary and failure to register will not affect the product warranty.

To register your product, go to https://www.atlona.com/registration

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Operating Notes

As of this writing, there are no firmware updates for this product. When new firmware is released, update instructions will be included with the firmware and will be appended to this manual.



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Log In

Once AMS has been set up on a network, the IP of the server can be located using a display connected to the HDMI output.

1. Open any browser on the network and type the IP address in, as shown below.



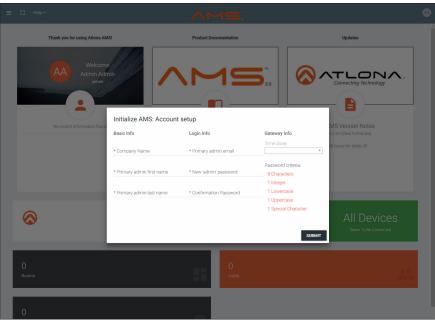
2. Enter the login information on the AMS web page, then click the **Login** button. Note that the password is masked when typed.

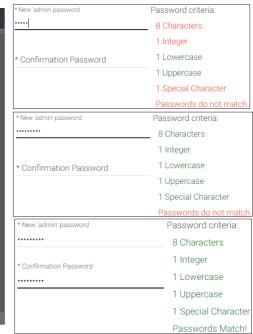
Login: admin Password: admin



NOTE: Once the initial log in and activation is complete, the new password should be kept somewhere easy to find. If the password is lost, please follow the directions in the Reset Password section.

- 3. Fill in the initial set up information, including: Company Name, current admin's First & Last name, the admin's email address, and a new password.
 - **NOTE:** Passwords must be at least 8 characters and include: 1 number, 1 uppercase letter, 1 lowercase letter, and 1 special character. The text will appear all green when the password meets all criteria.





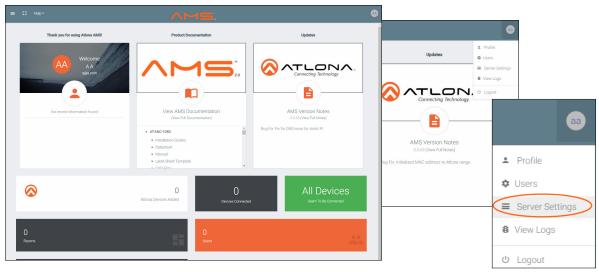
4. Press **SUBMIT** once all information is filled.



System Settings

System settings will include the ability to view server settings, databases, tools, set up email notifications, security options, and firmware upgrades.

1. Locate the user icon in the top right corner of the home page and left click to select.



2. Select Server Settings from the drop down menu. A new page will open.



Settings

The settings page provides basic information and time settings.



Gateway Settings

The gateway name may be changed, to provide an easy way to discern between different gateways.

This feature will be available in a future release of AMS.





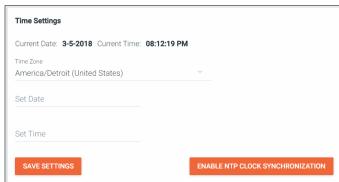
Time Settings

Set the time, time zone, and date for AMS.



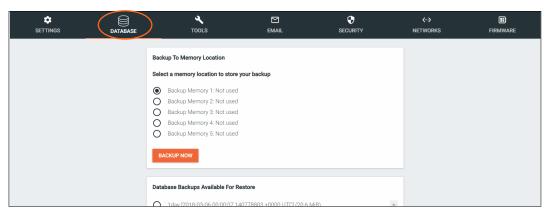






Database

1. Select **Database** from the top navigation inside of the **Server Settings**.



The Database page provides a way to back up and restore AMS.

Backup To Memory Location

Select one of the five memory backup locations and press save. This will back up all the current settings of AMS to the currently selected Backup Memory. Once a backup memory has been used, it can be downloaded, restored from, or deleted.

Backup To Memory Location Select a memory location to store your backup Backup Memory 1: 2018-03-08 18:41:25.094459188 +0000 UTC (19.8 MiB) Backup Memory 2: Not used Backup Memory 3: Not used Backup Memory 4: Not used Backup Memory 5: Not used Backup Memory 5: Not used Backup Memory 5: Not used

^

RESTORE

Backups Available For Restore

All backups available will appear in the list. The backups can be renamed, deleted, downloaded to the local computer, or restored to.

Rename - Set a back up name to help remember what settings were backed up.

Delete All - When there are a lot of back ups, delete all provides a quick way to clear all the previous back ups at once.

Delete - Open up more space for future back ups, remove backups, or unwanted settings.

Download - Save back ups to the local computer for future restores.

Restore - Select any of the back ups to restore to.



0

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Database Backups Available For Restore

1day [2018-03-06 00:00:07.140778803 +0000 UTC] (20.6 MiB)

2day [2018-03-05 00:00:07.413621799 +0000 UTC] (20.6 MiB) 3day [2018-03-04 00:00:07.099960691 +0000 UTC] (20.6 MiB)

4day [2018-03-03 00:00:07.307267591 +0000 UTC] (20.6 MiB)

5day [2018-03-02 00:00:07.853943615 +0000 UTC] (20.6 MiB)

NOTE: The database will back up once a day for seven days. It will delete logs older than 7 days, be sure to save any automatic logs before 7 days is up or they will automatically delete.





Upload

Drag and drop previously saved database backups from the local computer.

Database Restore History

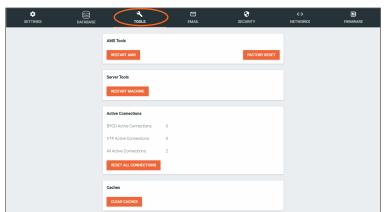
Once a restore has occurred, a new field will appear before restore. This will show all the database restores that have been successfully processed.





Tools

1. Select **Tools** from the top navigation inside of the **Server Settings**.



The tools page allows for the AMS software, Gateway, or web browser AMS files to be reset.

Restart AMS - Restarts the AMS software and allows any updated information to come through.

Factory Reset - Resets AMS back to factory settings, removing all sites and settings.

Restart Machine - Reboots the gateway.

Active Connections - Will display how many devices are connected to AMS at the time, including the current browser and the AMS server itself.

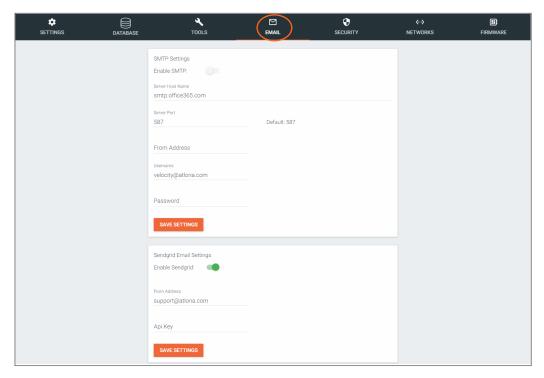
NOTE: Turning off the gateway will shut down AMS and device management will not be possible until the unit is restarted.

Clear Cache - This will clear all AMS files from the current web browser.



Email

1. Select **Email** from the top navigation inside of the **Server Settings**.

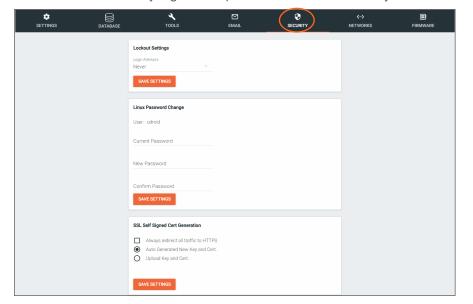


2. Fill in the company's email and/or Sendgrid settings.

This information will be provided by the company's email host. If the IT admin is not setting up AMS, check with them for the correct settings.

Security

- 1. Select Security from the top navigation inside of the Server Settings.
- 2. Set the limit for how many login attempts a user has before the system is locked to those credentials.



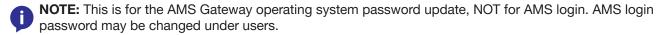




For enhanced security, AMS Gateway's operating system password should be updated.

Default User: atlona
Default Password: atlona

3. Type in the new password twice to confirm and press save.



• SSL - Contact AMS Product Management for further information.

Networks

1. Select **Networks** from the top navigation inside of the **Server Settings**.



Network 1 corresponds with the Ethernet port of the AT-AMS-HW and can be set between static IP and DHCP.

 802.1x Security - Enable or disable this by selecting the slider. Enabling will allow the AMS Gateway to be authenticated and authorized when connected to a network using 802.1x access control.

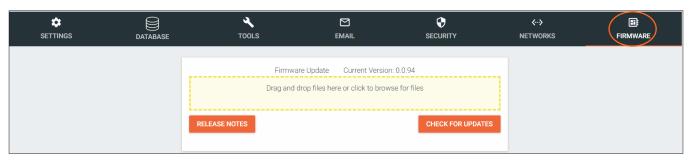


Multicast is used for OmniStream set up and discovery.

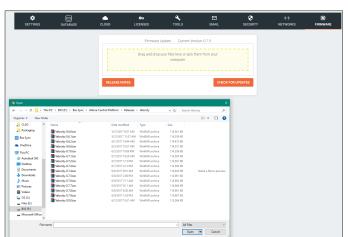


Firmware

1. Select **Firmware** from the top navigation inside of the **Server Settings**.



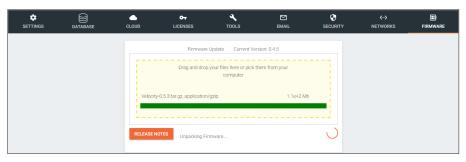
2. Click on the field to browse the local computer for the firmware file, or drag and drop the firmware into the field.





- NOTE: AMS update files will be tar.gz file extensions. These are compressed files and should not be extracted before upload.
- NOTE: When downloading the firmware file on a MAC, ensure that the file is not being auto-extracted. The option to turn off auto-extraction will be found within the browser settings.

Firmware upgrading will start automatically.



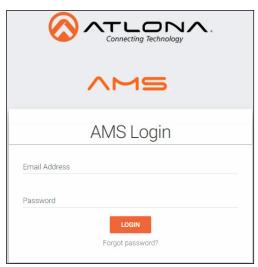
When the firmware upgrade is successfully completed, a pop up window will appear. It will close a few seconds later and will redirect the page to **Settings**.



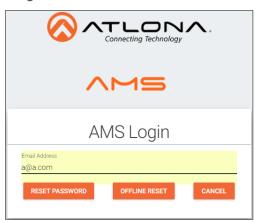


Reset Password

If the login password is ever forgotten, it can be reset on the login page. The password reset may only be done once Email has been set up in System Settings.



1. Select the Forgot Password link found under the LOGIN button.





- 2. If Email has been set up in System Settings, enter the user email address and press **RESET PASSWORD**.
 - a. If Email has not been set up, select **OFFLINE RESET**. The user email and the gateway license will be need to reset offline. Follow the Recover User Login steps.





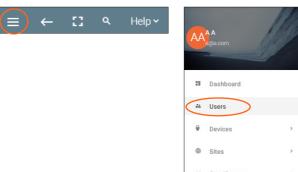


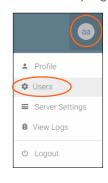
- 3. Once the email is received (be sure to check junk email), select the <u>here</u> link. A window will open into the default web browser of the device.
- 4. Enter the new password, being sure to meet the password criteria.
- Select the **OK** button. AMS will open and a green Password reset successfully message will appear at the bottom.



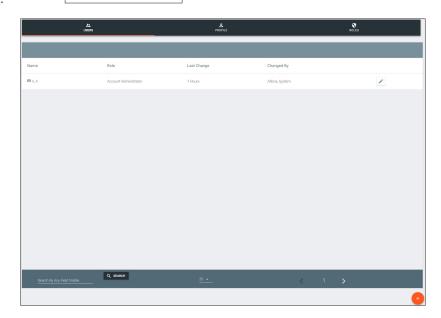
User Settings

1. Select the \equiv button from the top left corner or the circle in the top right corner and select **Users**.





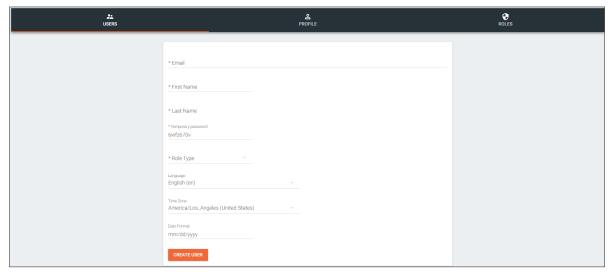
A new page will open.



Adding Users

1. Select the + button to add a new user.

A new page will open.



2. Fill in all the user information fields.

Site Administrator

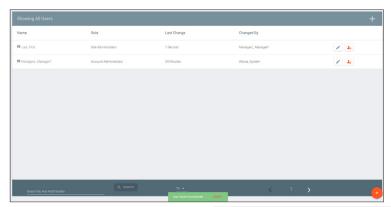
Support Technician End User

Designer



- **Email** Used for log in purposes and email password resets.
- First & Last Name AMS will provide a customized home page for a user using their credentials.
- **Temporary Password** Use either the auto generated password or create a new one for the user to change upon first log in.
- Role Type There are 5 roles to select from: Account Administrator, Site Administrator, Designer, Support
 Technician, and End User. To view the permissions of each role, select Roles within the top navigation or
 view them starting on page 15.
- Language Select the user's language preference. Default will be English.
- Time Zone Select the time zone the user will be logging in from.
- Date Format Set the way dates will display. e.g. dd/mm/yy or mm/dd/yy
- 3. Press the Create User button.

If successful, AMS will redirect to the Users page and a green successful message will appear at the bottom of the page.

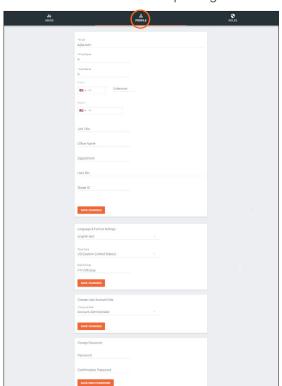


Upon login, all new users will be prompted to update their password.



Profile

1. Select Profile from the top navigation.

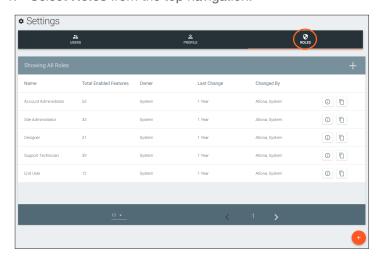


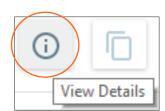
- 2. Fill in the user information that was not created in the previous screen, such as: Job Title, Office Name, Department, User Bio, and Skype ID.
 - **NOTE:** The profile information that can be changed will vary based on user permission level.



Roles and Permissions

1. Select **Roles** from the top navigation.





There are five default roles: Account Administrator, Site Administrator, Designer, Support Technician, and End User. The permissions can be seen by pressing the **View Details** button or using the tables below.

Site Related

User Level	View	Add	Modify	Delete	Export
Account Admin	Χ	Χ	Χ	Χ	Χ
Site Admin	X	X	X	X	X
Designer	X				
Support Tech	X	X	X	X	
End User	Х				

Building Related

User Level	Add	Modify	Delete	Сору
Account Admin	Χ	Χ	Χ	X
Site Admin	X	X	X	X
Designer				
Support Tech	X	X	X	X
End User				

Floor Related

User Level	Add	Modify	Delete	Сору	Move ^ or
Account Admin	Χ	Χ	Χ	Χ	X
Site Admin	X	X	X	X	X
Designer	X	Χ	Χ	X	Х
Support Tech	X	X	X	X	X
End User					



Room Related

User Level	Add	Modify	Delete	Сору
Account Admin	Χ	Χ	Χ	Χ
Site Admin	X	X	X	X
Designer	X	X	X	X
Support Tech	X	X	X	X
End User				

Technology Related

User Level	Add	View	Modify	Delete	Control	Ping	Status
Account Admin	Χ	Χ	Χ	Χ	Χ	Χ	Х
Site Admin							
Designer	X	X	X	X	X	X	Х
Support Tech	X	X	X	X	X	X	X
End User							

Server Settings Related

User Level
Account Admin

Maintenance Related

User Level	Modify
Account Admin	Χ
Site Admin	
Designer	
Support Tech	
End User	

User Level	Modify
Account Admin	X
Site Admin	
Designer	
Support Tech	
End User	

Account Related

User Level	Add	View	Modify	Delete	Export	Invite	Access	Resend
Account Admin	X						X	
Site Admin						X		
Designer								
Support Tech								
End User								



User Related

User Level	Add	View	Modify	Change Roles	Revoke Access
Account Admin	Χ	Χ	X	X	X
Site Admin	Χ	X	X	X	X
Designer					
Support Tech					
End User					

Role Related

User Level	View	Add	Modify	Delete	Export
Account Admin	Χ	Χ	Χ	Χ	X
Site Admin	Χ	Χ	X	Χ	Х
Designer					
Support Tech					
End User					

Atlona User Related

User Level	Add	Change	Modify	Revoke Access	View
Account Admin	Χ	Χ	Х	X	Χ
Site Admin					
Designer					
Support Tech					
End User					

Control Related

User Level	Access All Pages	View Logs
Account Admin	X	X
Site Admin		X
Designer	Χ	X
Support Tech	X	X
End User		



Equipment Related

User Level	View	Add	Modify	Delete	Export	Сору
Account Admin	Χ	Χ	Χ	Χ	Χ	X
Site Admin	X	X	X	X	X	X
Designer	X	X	X	X	X	Х
Support Tech	X	X	X	X	X	X
End User	X	X	X	X	X	X

Reference Image Related

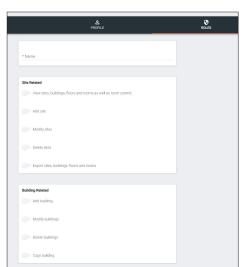
User Level	View	Add	Modify	Delete	Export	Сору
Account Admin	Χ	Χ	Χ	Χ	Χ	Х
Site Admin	X	X	X	X	Χ	X
Designer	X	X	X	X	X	Х
Support Tech	X	X	X	X	X	X
End User	Х	Х	Х	Х	Х	X

If the five default roles do not provide the right permission levels, new roles can be added.

1. Select the + button to add a new role. The top + button may be used. The current role can also be copied using the **Copy role** button, then edited.







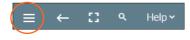
- 2. Name the role, to make easy to identify later.
- 3. Press the slider for each permission to grant the current role.
- 3. Press the **Create Role** button to save all the settings.

CREATE ROLE	



Sites

1. Select the ≡ button from the top left corner and select **Sites**.







2. Select All from the options that becomes available. A new window will appear.

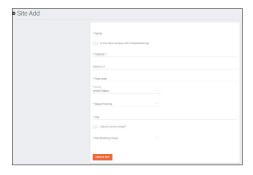


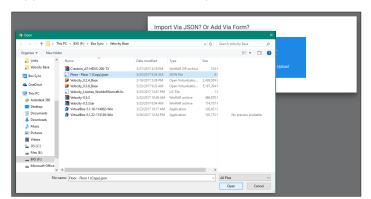
Add

- 1. Press the **orange + button** in the bottom right hand corner to add a site. A popup window will appear.
 - NOTE: Only one site can be added per gateway.



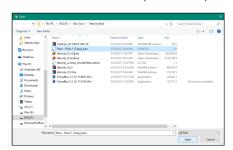
2. Select the purple **Add via Form** button for new sites and the blue **Import and Upload** button if loading a site based off a previously saved site. A new window will appear or a browse folder will open.

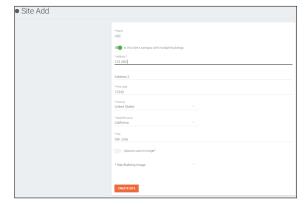






3. Select the site off the local computer and press open, or fill in the Site Add form.





- Name Usually the company name, use to identify the site AMS will be located.
- Multiple Building slider Select this to start the site with two buildings instead of one.
- Address 1 & 2, City, State/Province, Country, Post code Used to help determine the exact location of the site, to help when troubleshooting or if there is more than one site with the same name.
- Upload custom image slider Select this option to add a custom image for the site.
 - NOTE: Custom images must be .PNG, .JPG, .JPEG, or .BMP file types to display.

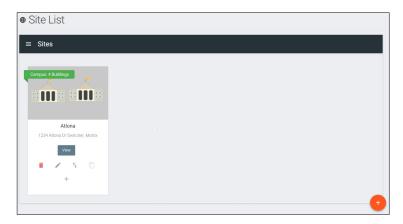


- Site/Building image drop down menu Select an AMS site image.
- 4. Press the Create Site button.

A new page will open.



To return to the sites page, press **All Sites** within the top navigation.





Edit

1. Press the Edit Site (pencil) button to update a site's information. A new window will open.





The options on the **Site Modify** window will be the same as the **Add Site** window. The requirements will be the same. Once changed, press the **SAVE CHANGES** button.

Buildings

Once a site is created, it will go straight to the buildings page. If multiple buildings was selected, then two buildings will display.





Using the + button or the navigation below the **View All Rooms** button, buildings can be added, edited, and deleted from this screen.

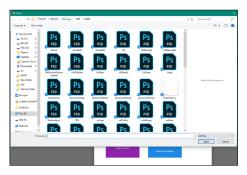
Add

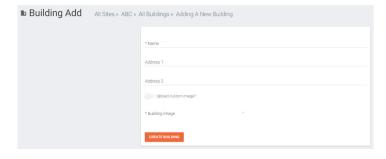
Each site will start with at least one building. If more are needed, they can be added using the + button at the bottom of the page.



1. Select the purple **Add via Form** button for new buildings and the blue **Import and Upload** button if loading a building based off a previously saved building. A new window will appear or a browse folder will open.





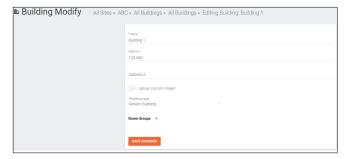


- 2. Select the building off the local computer and press open, or fill in the Building Add form.
 - Name Usually the building name or suite number, use to identify different buildings.
 - Address 1 & 2 Used to help determine the exact location of the building, to help when troubleshooting.
 - Upload custom image slider Select this option to add a custom image for the building.
 - Building image drop down menu Select an AMS building image.
- 3. Press the Create Building button.

Edit

1. Press the Edit site (pencil) button to update a building's information. A new window will open.





The options on the **Building Modify** window will be the same as the **Add Building** window, with the exception of **Room Groups**. The requirements will be the same. Once changed, press the **SAVE CHANGES** button.

Room Groups - This will provide a way to link rooms that will be used together or linked.

- 1. Name the room groups so that they will be easy to remember.
- 2. Press the SAVE CHANGES button.
- 3. Set the room group in each individual room's settings.



Delete

1. Press the **Delete building** (trash can) button to delete a building. A popup confirmation window will appear.





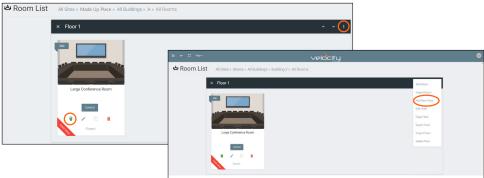
2. Press the **SUBMIT** to delete the building.



Floors

Once a building is created, the **View All Rooms** button can be pressed to go directly to the room and floors areas. One floor and one room will automatically be generated based on the type of building selected during creation.





Add

Each building will start with at least one floor. If more are needed, they can be added using the : button at the top right of the floor header.

1. Select Add New Floor from the drop down list.



- Add Several Floors When enabled, the number of floors added at once is unlimited, but will slow the server if too many are added.
- Floor Name When adding a singular floor, it can be named.



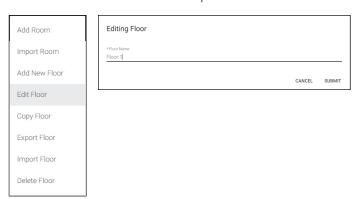




Edit

Each building will start with at least one floor. The floor name can be changed through the edit function.

1. Select Edit Floor from the drop down list.



2. Type in a new name for the floor.



Copy

1. Select **Copy Floor** from the drop down list. The floor will duplicate.

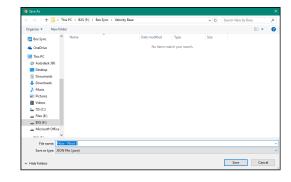




Export

1. Select **Export Floor** from the drop down list. A new window will open.



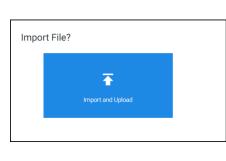


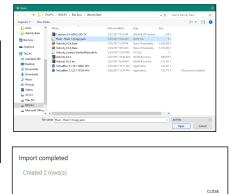
2. Save the file to an easy to remember area (e.g. desktop).

Import

1. Select **Import Floor** from the drop down list. A pop-up window will appear.







2. Select Import and Upload. A new window will open.

3. Select the file and press Open.



Delete

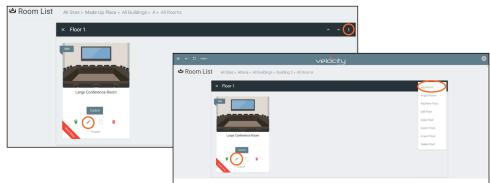
1. Select **Delete Floor** from the drop down list. A pop-up window will appear to confirm deletion.



Rooms

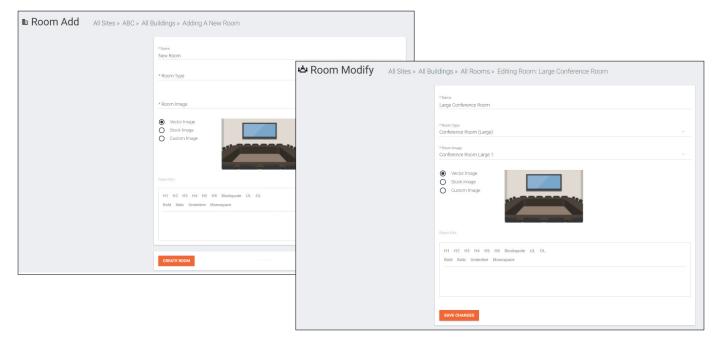
Once a building is created, the **View All Rooms** button can be pressed to go directly to the room and floors areas. One room will automatically be generated based on the type of building selected during creation.





The room can be used, edited, or deleted based on preference.

1. Press **Edit** (pencil) or **Add Room** from the drop down in the right corner. A new window will open. **Room Add** and **Room Modify** will have the same options.





2. Fill in all the information

- Name Usually the room number or name.
- Room Type drop down menu- Select a room type within the list that best represents the room.
- **Room image** drop down menu Select between images to represent the room. There are three image types: vector, stock, and custom image.



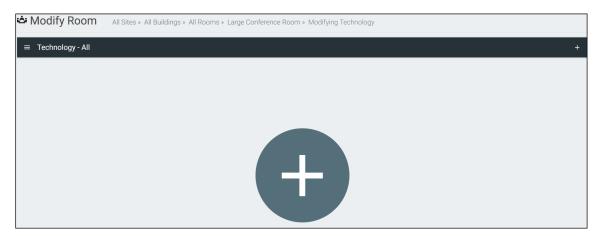




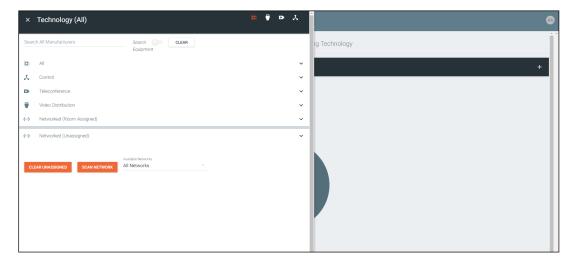
- Room Info Provide extra information about the room.
- 3. Press the **SAVE CHANGES** button.



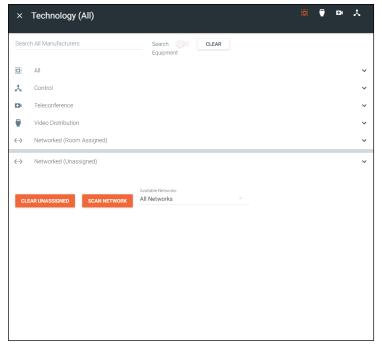
Adding Technology



New technology can be added using either the large + in the center of the window or the + on the top right. Once pressed, a new menu will appear on the page.



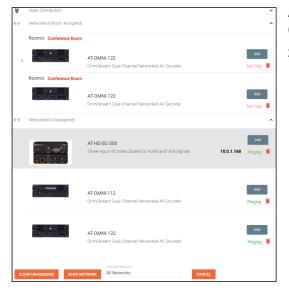




AMS has a built in scan feature that makes adding Atlona products to a room quick and easy.



- 1. Press the Scan Network button.
- **NOTE:** If there are any OmniStream or other Atlona mDNS devices on the network, they will auto populate into the Network (Unassigned) field, as they are found using mDNS discovery with no extra scanning needed.



All Atlona devices on the network will be placed into the Networked (Unassigned) menu selection.

Press the Add button on all devices that belong to the current room. A device added message will appear on the bottom of the screen.

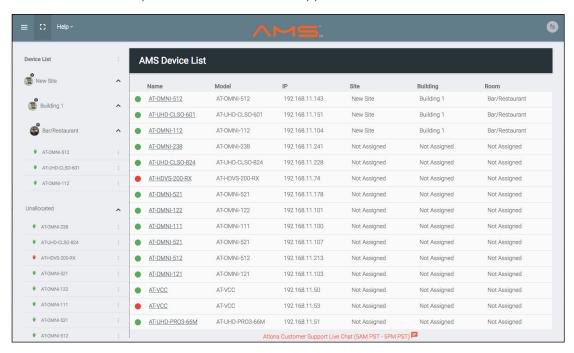
RoomDevice Saved Successfully. UNDO



Devices

Atlona Devices can be discovered and configured using AMS 2.0. All supported devices can be found through the device list or rooms page.

- Select the ≡ button from the top left corner and select Devices.
- 2. Select All from the available options. A new window will appear.



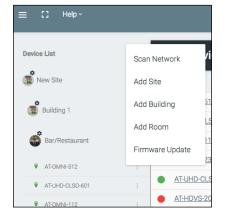
Device List

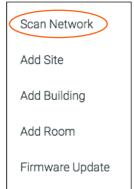
The device list provides a quick look at the current sites and already discovered devices, it also provides a quick and simple way to discover, sort, configure, and update products.

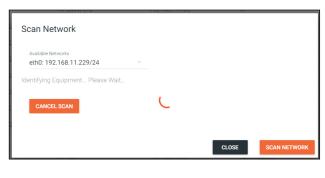
Scan Networks

Devices discovered through the mDNS autoscan will display under the unallocated list until added to a room. For devices without mDNS, AMS will need to do a network scan to find them.

- 1. Select the : icon next to device list. A drop down menu will open.
- 2. Select **Scan Network**. A new pop up will appear.
- 3. A scan of all networks will start as soon as the pop up appears. If AMS is connected to a large amount of networks, press the **CANCEL SCAN** button and select an individual network to scan from the Available Networks drop down, then press **SCAN NETWORK**. The devices will automatically be placed in the unallocated section.







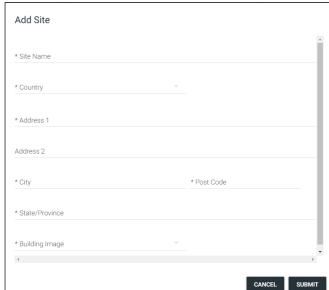


Add Site

Sites can be added through the Device List drop down menu.

- 1. Select the : icon next to device list. A drop down menu will open.
- 2. Select Add Site. A new pop up will appear.
- 3. Fill in the site information.
 - Name Usually the building name or suite number, use to identify different buildings.
 - Address 1 & 2 Used to help determine the exact location of the building, to help when troubleshooting.
 - Building image drop down menu Select an AMS building image.





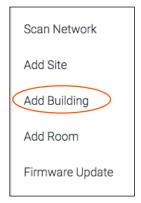
NOTE: Uploading a custom image must be done from sites within the ≡ menu.

4. Select the **SUBMIT** or **CANCEL** button.

Add Building

Sites can be added through the Device List drop down menu.

- 1. Select the: icon next to device list. A drop down menu will open.
- 2. Select Add Building. A new pop up will appear.
- 3. Fill in the Building information.





NOTE: Uploading a custom image must be done from sites within the ≡ menu.

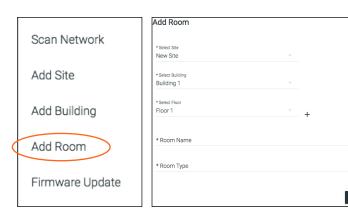
4. Select the **SUBMIT** or **CANCEL** button.

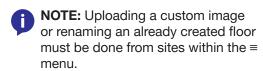


Add Room

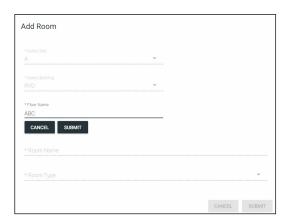
Rooms can be added through the Device List drop down menu.

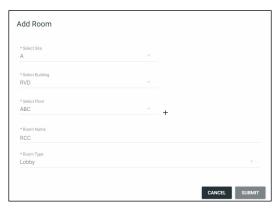
- 1. Select the: icon next to device list. A drop down menu will open.
- 2. Select Add Room. A new pop up will appear.
- 3. Fill in the Room information.





- a. One floor is automatically added when a building is created. To create a new floor, press the + button.
- b. Fill in the floor name and press SUBMIT. The screen will refresh and the new floor will be selected from the drop down list.

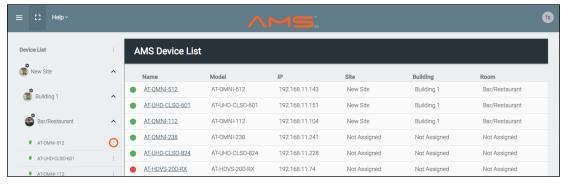




4. Select the SUBMIT or CANCEL button.

Device Options

Within the device list all discovered Atlona devices will have the ability to be configured. Each device will have different options within their menus.



1. Select the : icon next to device. A drop down menu will open.

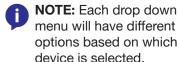












Re-sync

Re-sync will provide a way to reconnect a device or get the most up to date settings. If a device has a red icon next to it, and is known to be active on the network, try re-syncing to reestablish connection.

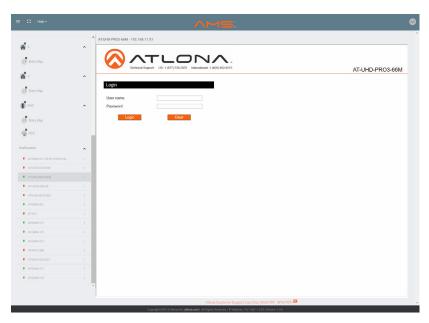




Launch Web UI

Select Launch Web UI to bring the device webGUI up inside the AMS frame. This will bring up the login page of the device.





Copy Configuration, View Config, and Firmware Update

These options only apply to OmniStream encoders and decoders (both OmniStream Pro and OmniStream R-Type). Refer to the respecitive User Manuals for more information on these options.

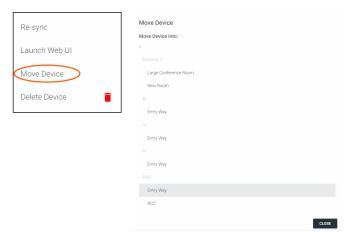




Move Device

Once sites, buildings, and rooms are created, the device can be moved to them.

- 1. Select the : icon next to device.
- 2. Select Move Device from the drop down menu. A new window will open.
- 3. Select the correct room. The page will refresh and the device will be moved to the selected room.



Delete Device

AMS keeps memory of devices that are connected even after they have been removed from the network. To removed the device, select Delete Device.



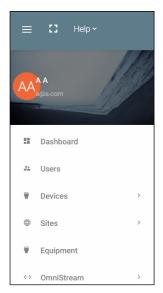


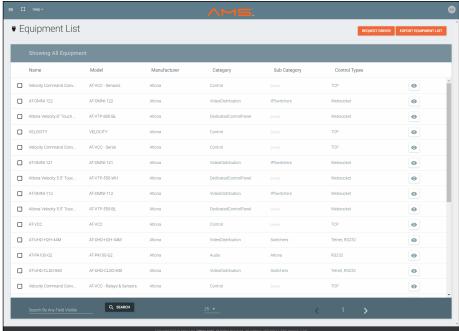


Equipment List

The Equipment List provides a view of all Atlona devices and drivers within AMS.

- 1. Select the ≡ button from the top left corner and select **Equipment List**.
- 2. Select the View (eye) icon on any of the devices to see their driver information.





OmniStream

The Equipment List provides a view of all Atlona devices and drivers within AMS.

- 1. Select the ≡ button from the top left corner and select **OmniStream**.
 - **NOTE:** View the OmniStream manuals to go over configuration and routing through this option. Manuals can be found on https://atlona.com.



