



hopinlock

OPERATING MANUAL

hopinlock manager
Version 2.0

by Vemus

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1. DEFINITION

It allows operators responsible for the key direction to easily access multi-threaded cabinets via mobile devices, manage and control them. Master password sharing or unauthorized learning is prevented with tablet reading function. All functions can be easily changed by providing access to the lock program as well as master password exchange with the tablet. All information is backed up to the hopinlock portal and no losses are experienced.

2. BEGINNING

2.1. Install to Mobile

Change your device settings to enable Apps upload from unknown sources.

Connect your device to the Internet and enter this linked web browser:

<http://hopinlock.com/app/hopinlockmanagerv2.0.apk>

The installation will start automatically.



Note: The hopinlock manager App only works on NFC enabled Android devices, and can only be downloaded via the link.

2.2. Login and Language Options

Application starts with screen in Figure 1.

Start by selecting the suitable language selection from Turkish or English language options on the upper right corner of the entry screen in Figure 2.

Then login by entering your hopinlock manager account information to related areas.



Figure .1

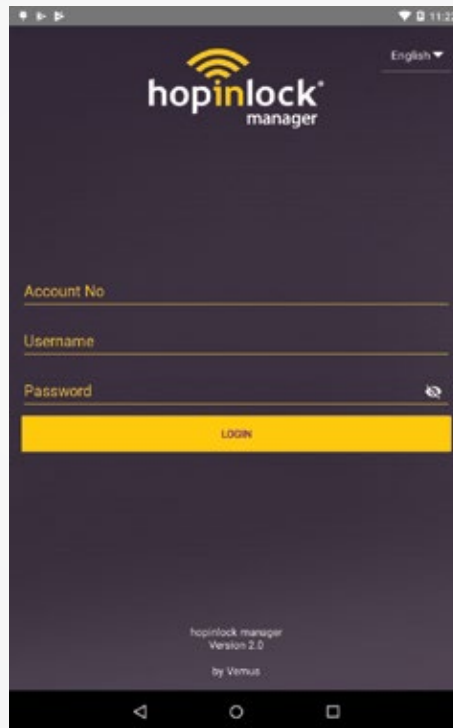


Figure .2

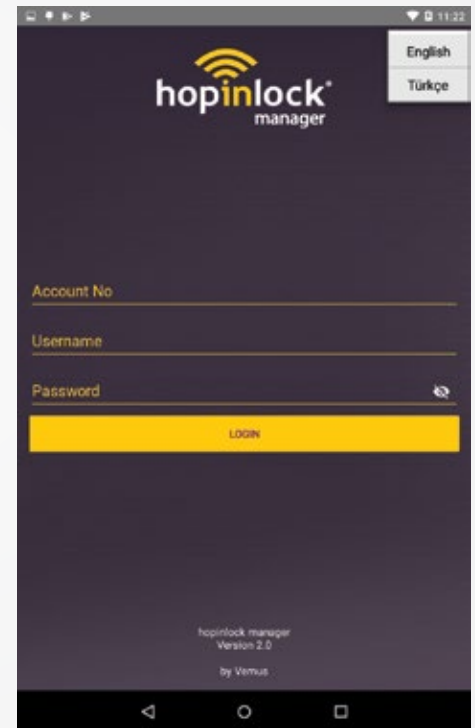


Figure .3



Note: You need to have an internet connection in order to login.



3. MENU

These settings can be accessed from the menu icon;

- Profile Settings
- Add Zone
- Delete Zone
- Open All Locks
- Delete All Locks
- All Locks Change Master Password
- All Locks Default Settings
- Cancel All Tasks
- Event Logs
- General Settings
- Info
- Logout

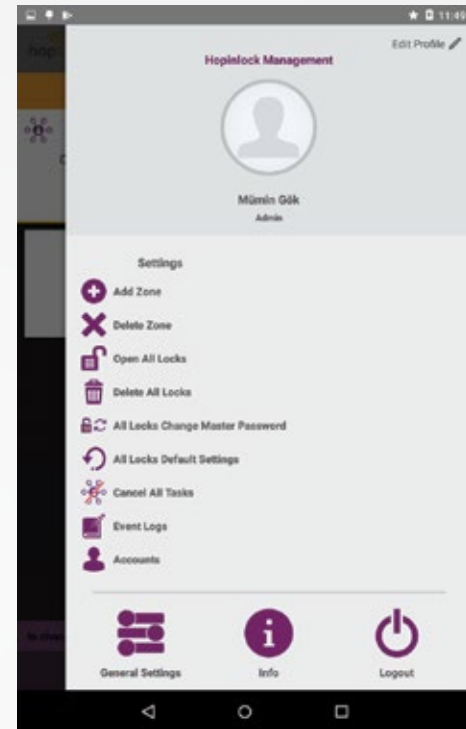


Figure.1



Note: Note: Activating may create security vulnerabilities, assigned tasks can be repeated.
 - Select the relevant section for detailed information about the settings in the menu.

4. PROFILE SETTINGS

Personalization is done from profile settings. By touching the "Edit Profile" text or a visual;

- Add photos,
- Change user information (Name, Surname and Password) After that the operation is completed from the "Save" button.

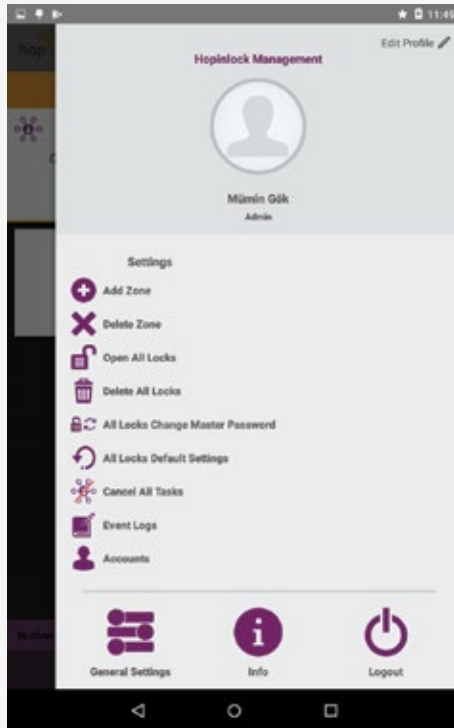


Figure .1

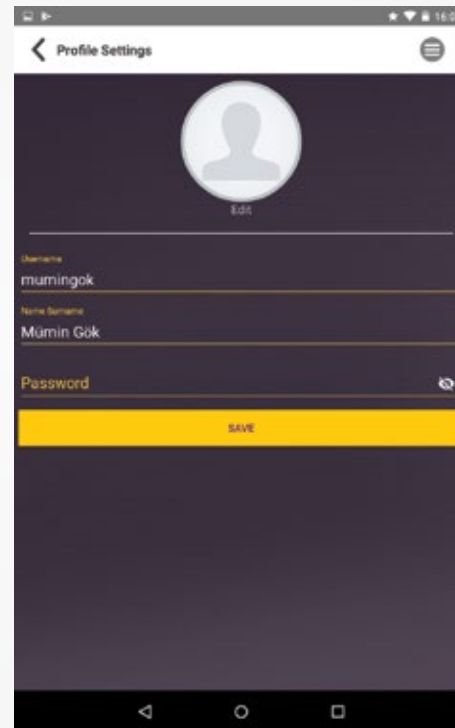


Figure .1



Note: The username is not changed.



5. ZONE

It gives you the convenience of partitioning the locks you will save.

Zones added in the list icon on the menu bar are listed as "By Name / By Lock / By Task".

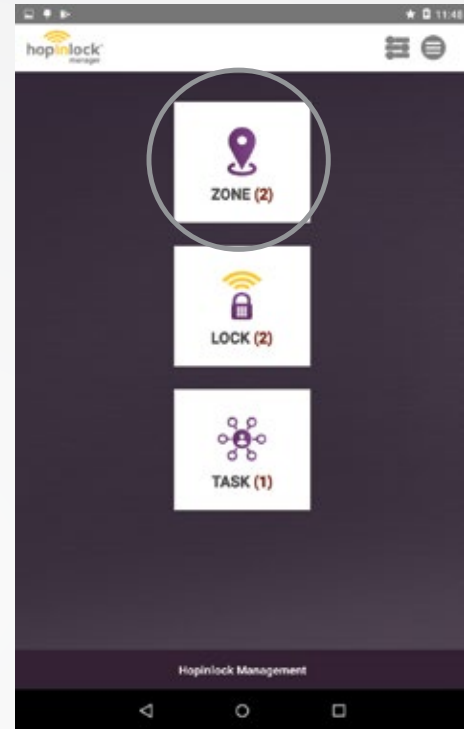


Figure .1

5.1. Add Zone

In the first page, first enter the ☰ menu and save by typing the zone name to the zone adding area from + zone adding option. (1st Floor - Male or Female, Student or Teacher, etc.)

The added Zones are visible in the zone of the opening screen.

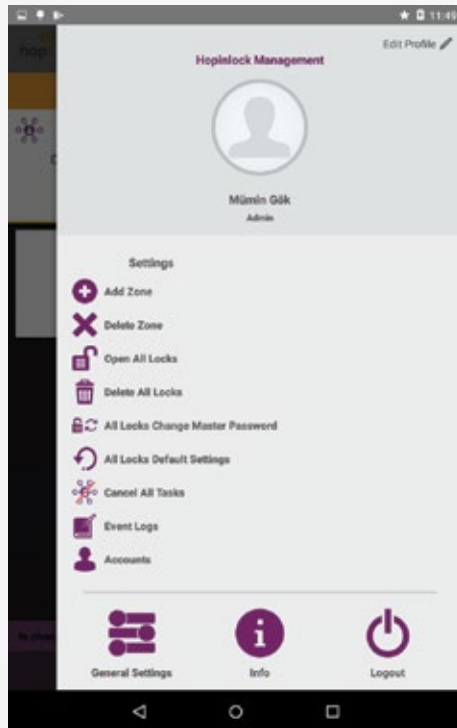


Figure .1



Figure .2

5.2. Edit Zone

When pressed for a long time to edit the name of the added zone, the screen on Figure 2 appears. Name of the zone is edited from editing option of the opening screen.

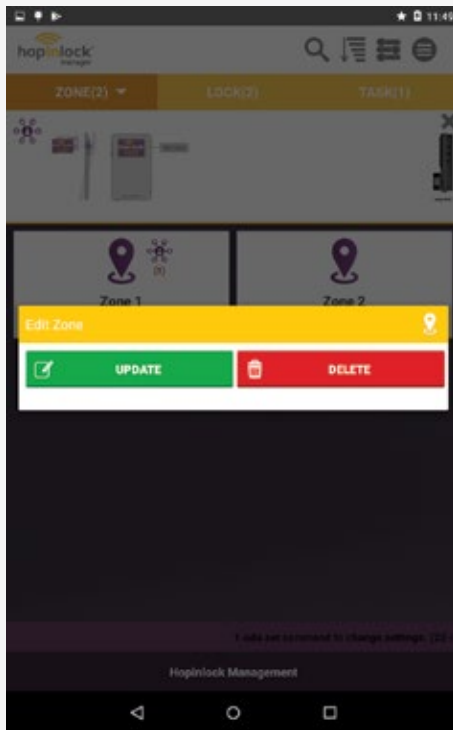


Figure .1

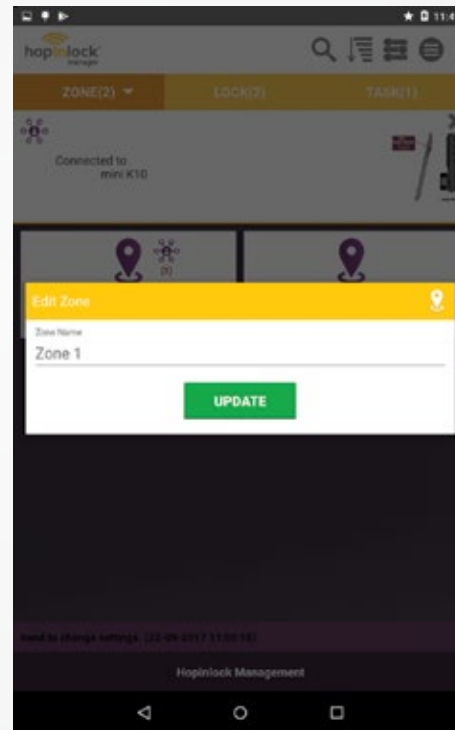


Figure .2

5.2. Delete Zone

Long press on to delete the added zone. Deleting is done in the delete option of the opened screen.

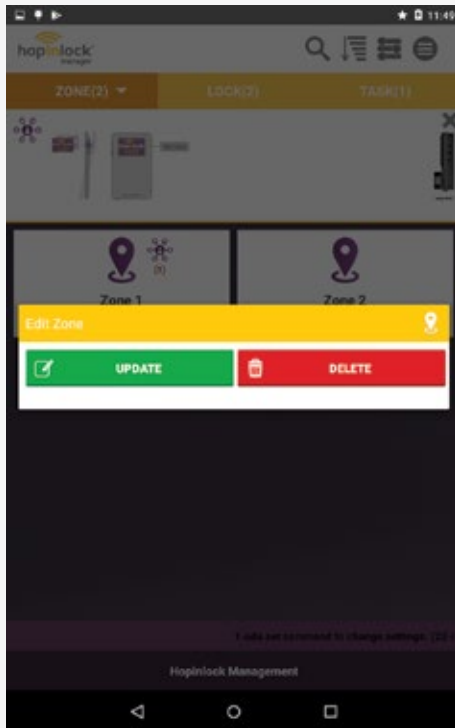


Figure .1

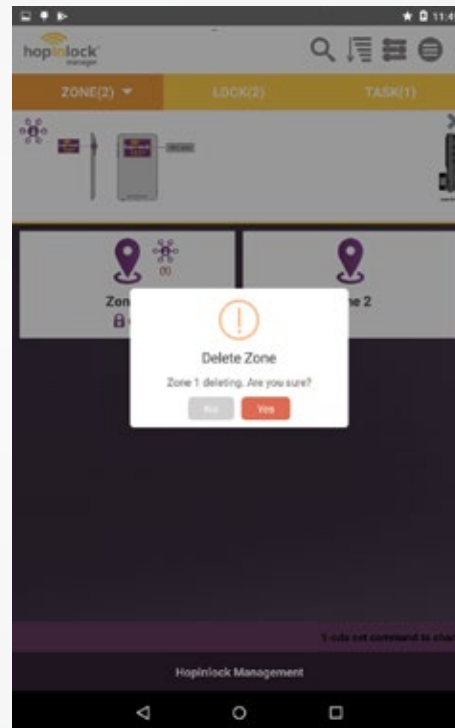



Figure .2

5.2. Delete Zone

Zone deletion is made by selecting the  zone delete icon from the opening screen, and one or multiple zone deletion is made.

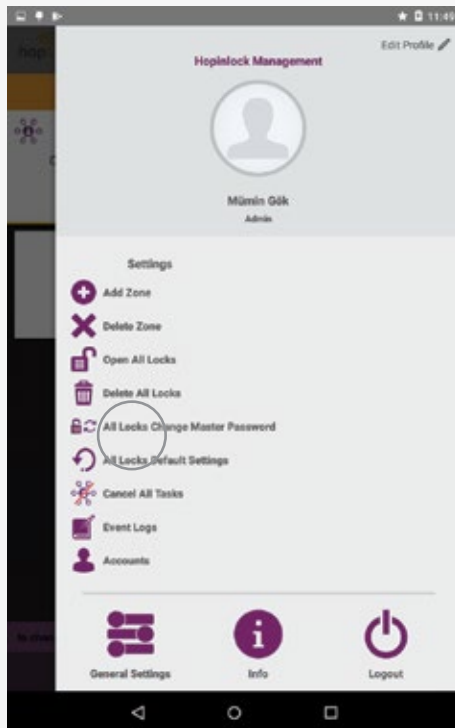


Figure .1

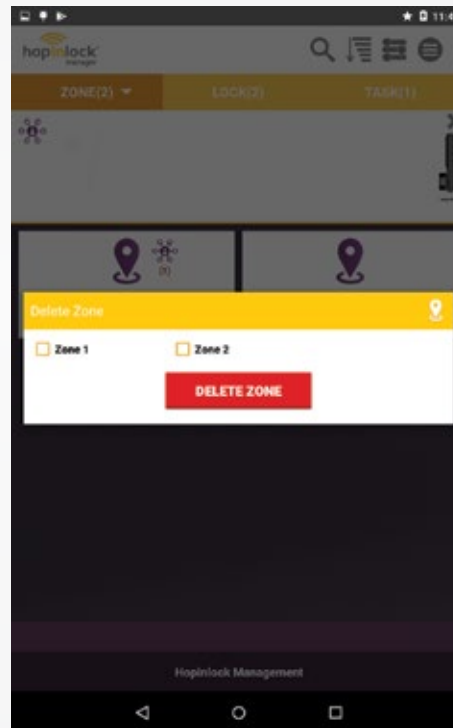


Figure .2

To sort the zones in the desired order;



5.3. Zone Sort Icon

Zones are selected by selecting the sort icon in the menu bar
It can be listed by "Name / Lock Count / Task Count".

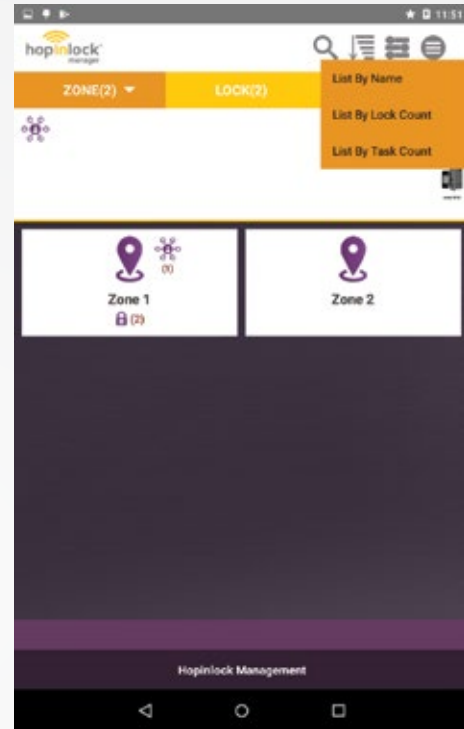


Figure .1



6. LOCK

All recorded locks can be seen in the lock on the main screen.

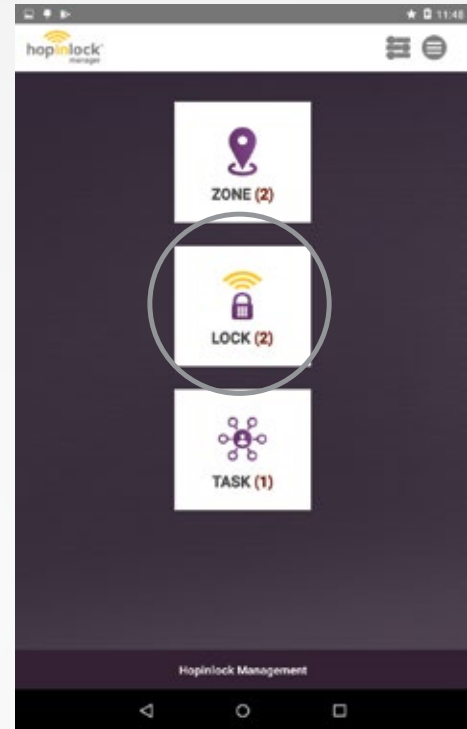
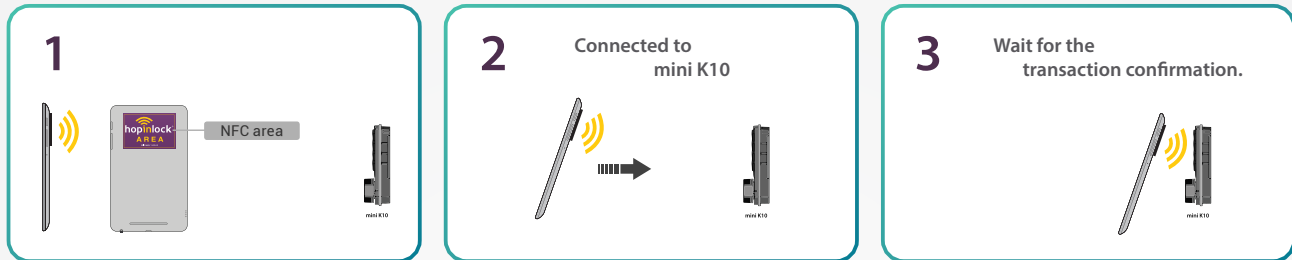


Figure.1

6.1. Lock Identification

The locks are scanned by bringing them closer to the NFC zone of the mobile device.



Note: Find out where the antenna zone of the mobile device is.
- Repeat the operation if the approval is not seen in Step 3.

6.2. Add Lock

If the lock is not identified in the application, “Add Lock” window opens when it is scanned by the mobile device by following the steps in **6.1. Lock Identification**.

Zone to be saved is selected and a number is given to the lock.



Note: Same number cannot be given to the lock in the same zone. Explanation is given optionally.

If the lock is identified in the application, general options window of the lock opens when it is read by the mobile device.

Touch the lock to assign task to locks. Task assignment is made by entering the master password in the opening menu. (7. Go to Task Section.)

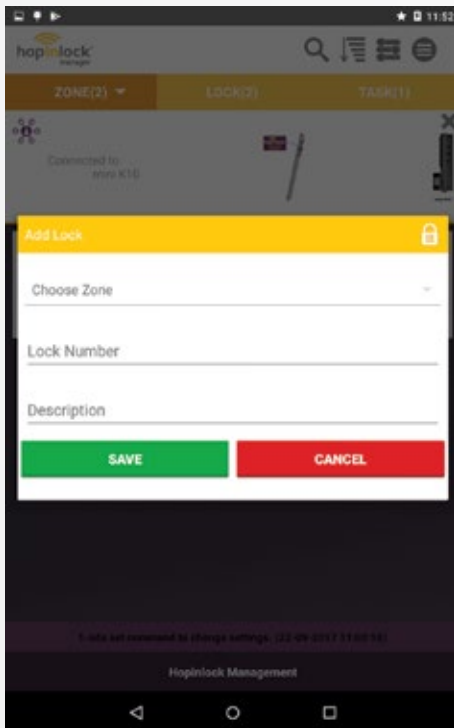


Figure .1

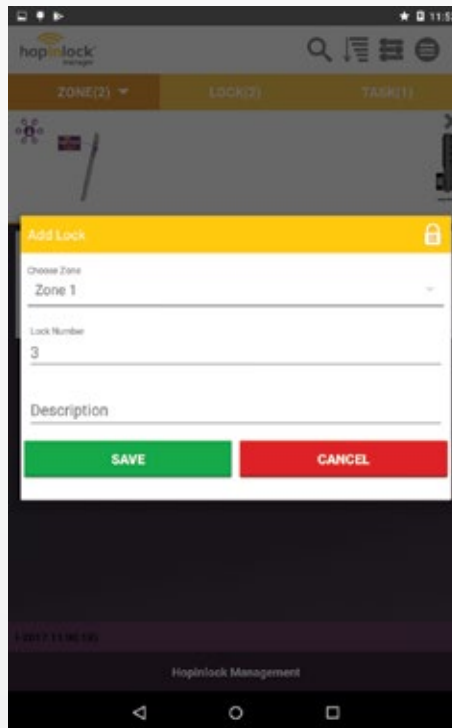


Figure .2



Figure .3

6.3. Edit Lock

The saved locks are pressed long to edit. The zone, lock number, and description are changed from the edit option.

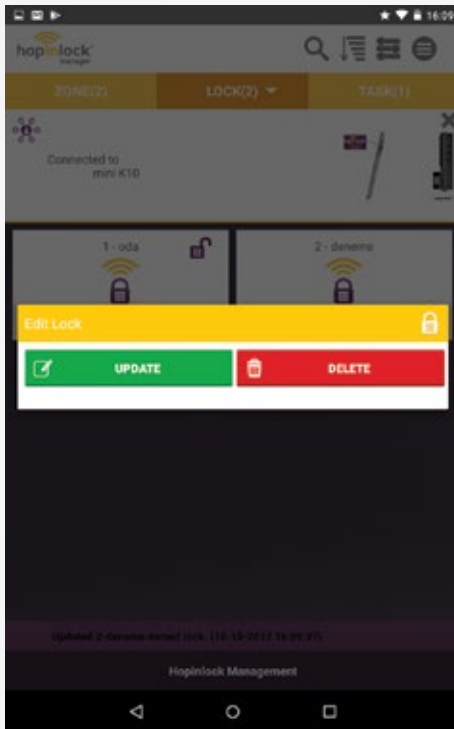


Figure .1

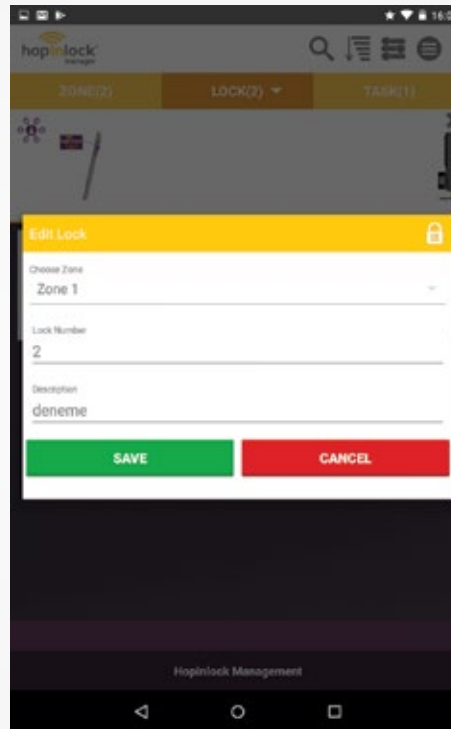


Figure .2

6.4. Delete Lock

The saved locks are pressed long to delete. The lock deletion operation is made through the delete option shown in Figure 2.

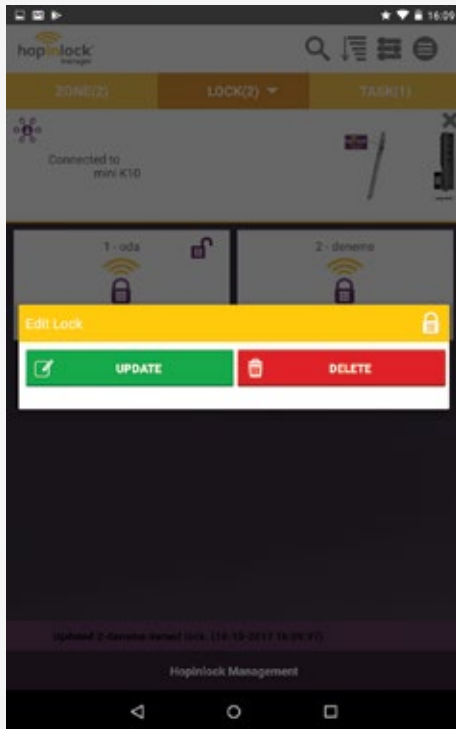


Figure .1

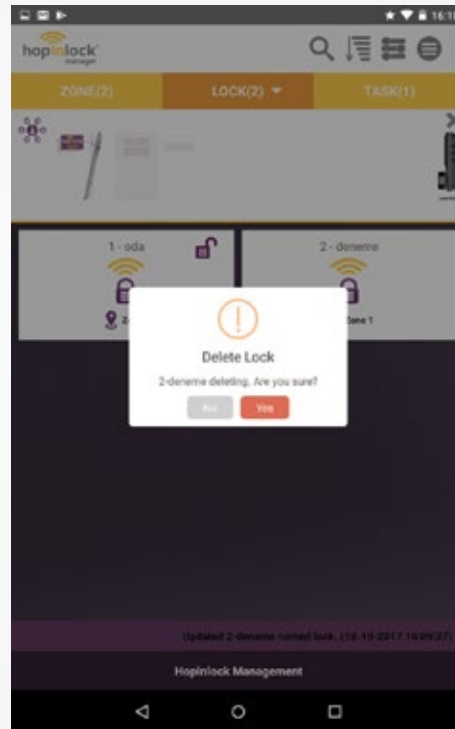


Figure .2

6.5. Lock Setting

- Sound Control
- Penalty Mode
- Service Password
- Closing Mode
- Lock Open Warning
- Resetting User Password
- Blocking Lock

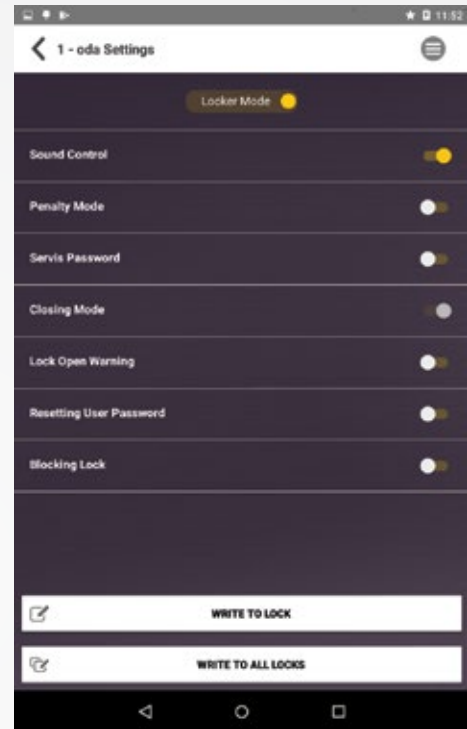


Figure .1

6.5. Lock Setting

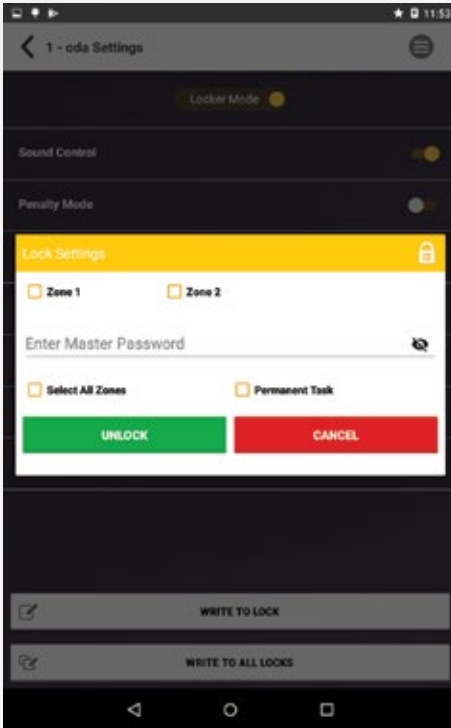


Figure .1

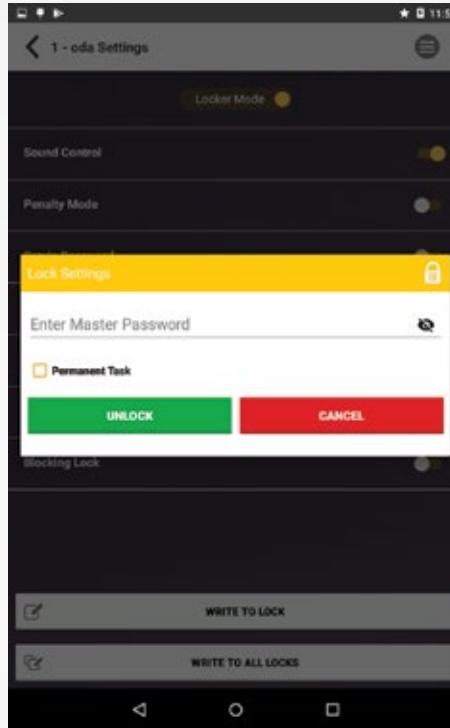


Figure .2

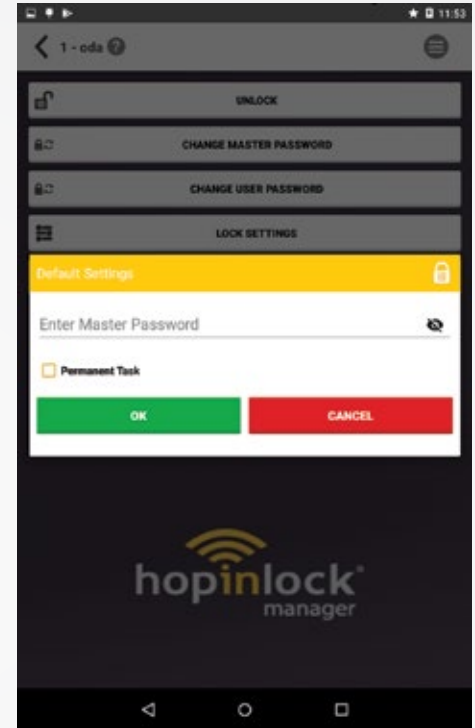


Figure .3



Write to the Lock: After the desired settings are selected, the write to the lock button is touch in. The master password is entered in the opened window. Task assignment is performed



Write to the All Locks: After the desired settings are selected, touch the write to the all lock button. The master password is entered in the opened window and desired zone or zones are selected. The task assignment is applied to all locks of the selected zones.

You can intercept all locks or zones from the menu;

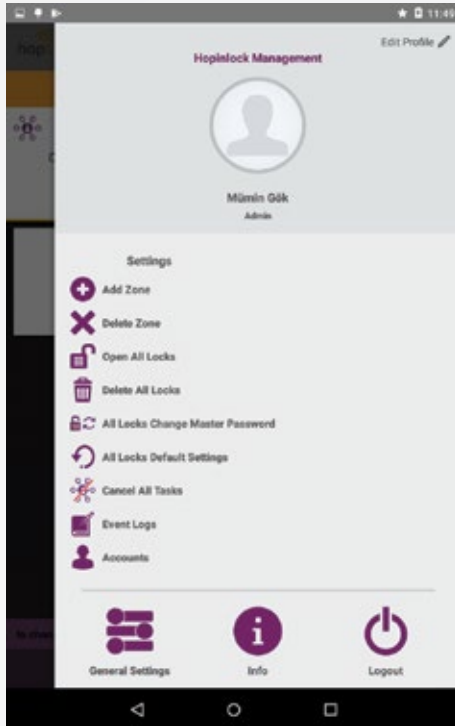


Figure .1

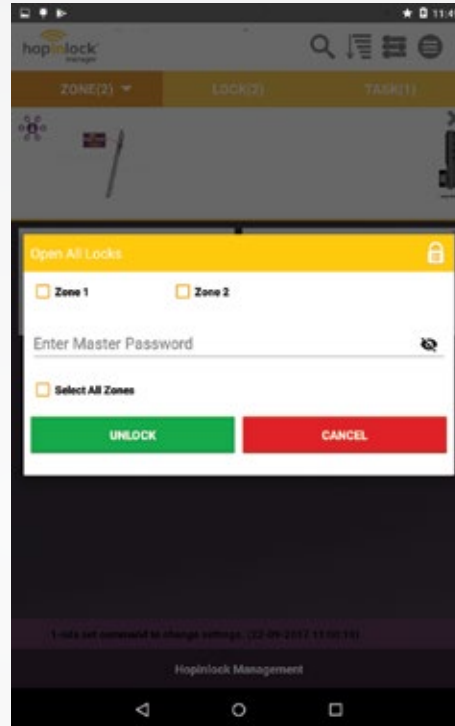


Figure .2



For on/off; touch "Turn All Locks On / Off". Afterwards, the locks that are required to open or close are changed by entering the master password in the opened window.



To delete locks; touch "Delete All Locks". The locks that are required to be deleted are deleted by entering the master password.



To change the master password of locks; Touch "All Locks Change Master Password". Afterwards, it is changed by entering "Current Master Password / New Master Password" in the opening window.



To change the user password of the locks; Touch "All Locks Change User Password". Afterwards, it is changed by entering "Current Master Password / New User Password" in the opening window.



To restore locks to factory settings; Touch "All Locks Default Settings". Afterwards, it is changed by entering "Current Master Password" in the opening window.



To remove all tasks for locks; Touch "Cancel All Tasks". Afterwards, they are removed in the opening window.



To remove the permanence of all tasks of the locks; Touch "Remove the permanence of all tasks". Afterwards, it is removed in the opening window.



Not: Activating the settings in the menu may cause security vulnerability, assigned duties can be repeated.

From the menu bar, you can search by the code assigned to the locks;



6.6. Search Icon

Search is done by entering lock number in search icon.

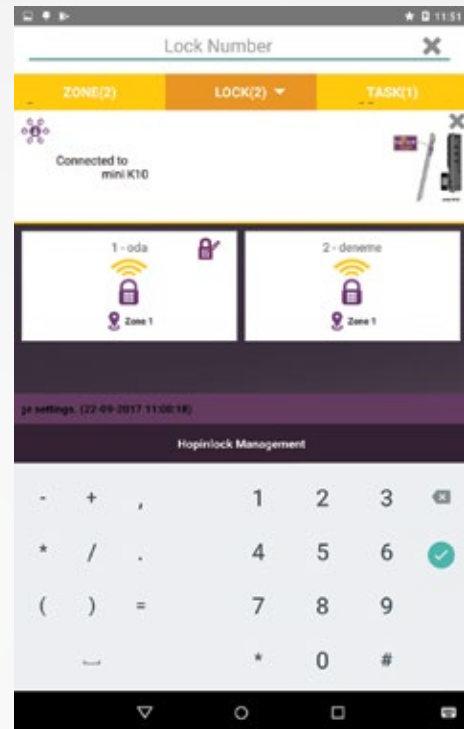


Figure.1



Note: When the lock is searched, the locks with the same number in different areas are displayed on the screen.

To sort the locks in the desired order;



6.7. Lock Sort Icon

Tasks can be listed by "Cabinet No / Zone / Task" by selecting from sort icon on the menu bar.



Note: When searched within the lock, locks with same number from different zones can be shown on the screen



7. TASK

Task assigned to a zone or lock are visible in task area. Clicking on the assigned lock will cancel the task or change the task. The operation is performed by scanning to the mobile device. (Lock open, user or master password change, individual usage, lock settings, etc.)

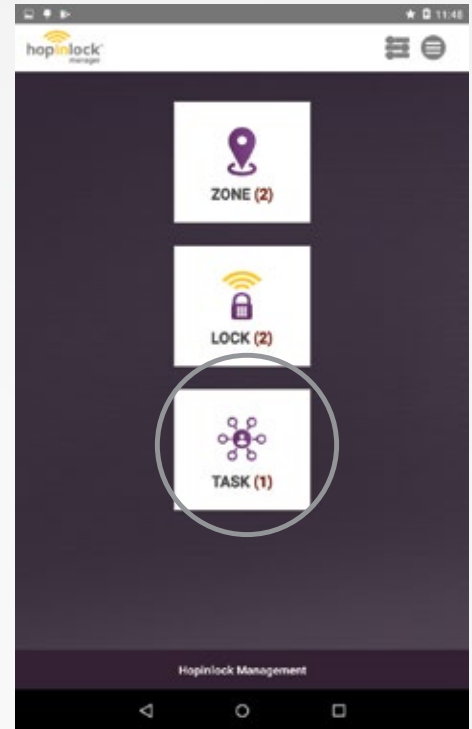




Figure .1





7. TASK


In the lock settings;

The icon  appears if the lock setting is assigned the unlock task.

When the master password change task is assigned,  icon appears.

The icon  appears when the user is assigned to change the password.

The button  appears when the lock setting is changed and the write to the lock button is touch.

When you return to the default settings, the icon  appears.

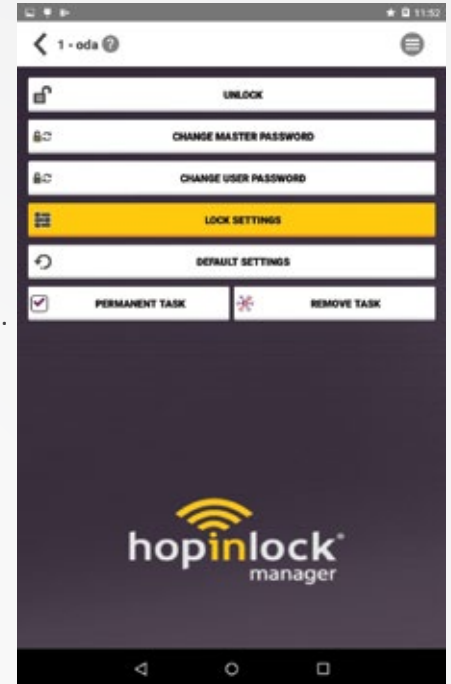


Figure .1



In order to be able to perform permanent task assignment, "permanent task" option should be activated from "general settings". Once activated, the "permanent task" option is marked after the master password entry process, when task assignment is being performed. Thus a permanent task is assigned.



If the permanent option in the Settings section is active, the persistence status of the current task is determined from the "Permanent Task" button.



To remove the current task, select the "Remove Task" button.

To sort the tasks in the desired order;



7.1. Sort Task Icon

Tasks can be listed by "Cabinet no / Zone / Task" by selecting from sort icon on the menu bar.



Figure .1



Note: When listed within task, locks with same numbers from different zones can be shown on the screen.



8. GENERAL SETTING ICON

8.1. Set Master Password

It allows to remember master password during every transaction while a task is given to the lock.

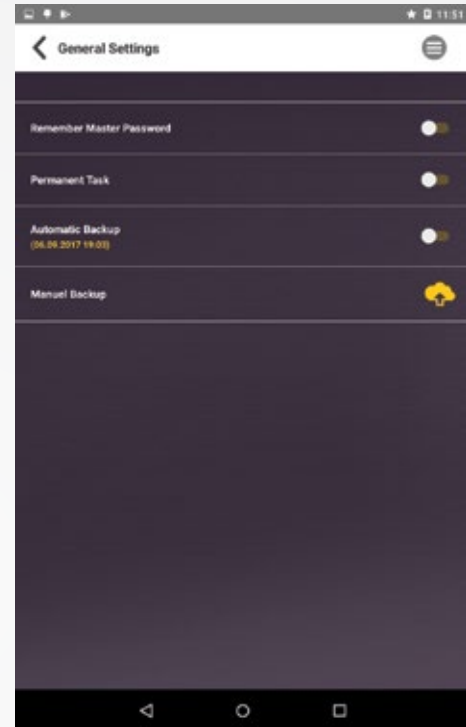


Figure .1



Note: Activating “Master password reminder” may create security vulnerabilities.

8.2. Permanent Task

Tasks can be made permanent by activating “permanent task” option from general settings area. The tasks assigned with permanent task are not removed until that task is performed and continues repeating that task until it is removed.

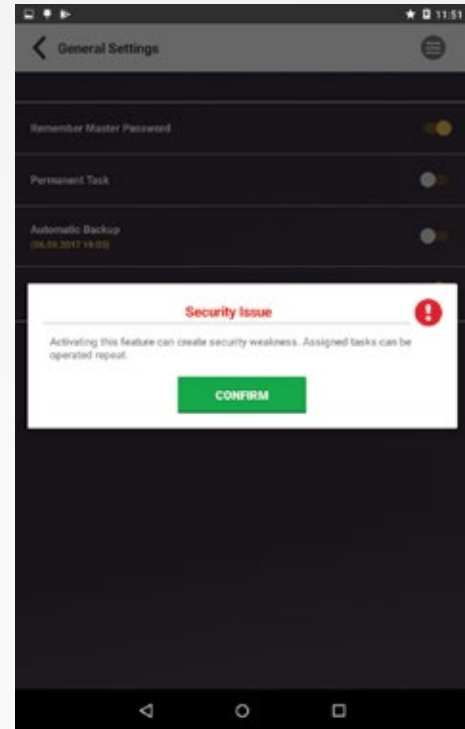


Figure .1



Note: Activating “Permanent Task” option may create security vulnerabilities, assigned tasks can be repeated.

8.3. Automatic Backup

When activated, the saved zones, locks and all assigned tasks are automatically backed up.

8.4. Manuel Backup

Saved zones, locks and all assigned tasks are backed up manually.

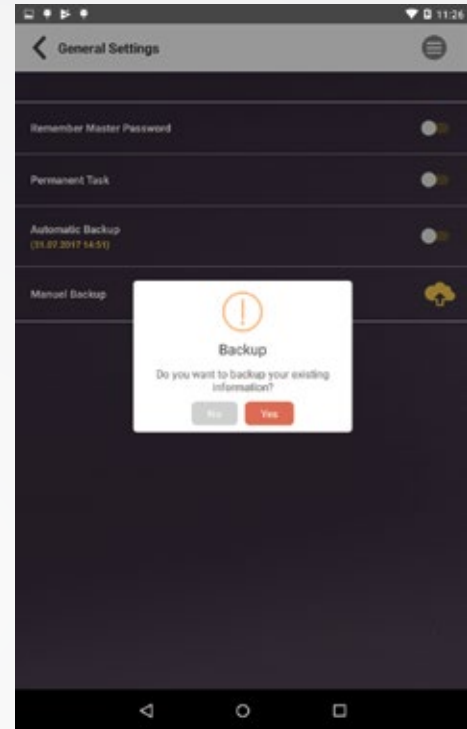


Figure .1



Note: You must have an internet connection to perform the backup operations.

8.5. Event Logs

You can access to the last performed 500 transactions retroactively. Enter to event logs for tracking all transactions you performed.

Importance level of the performed transactions is defined by symbols increasing from left to right.



Shows that performed transaction is not backed up.

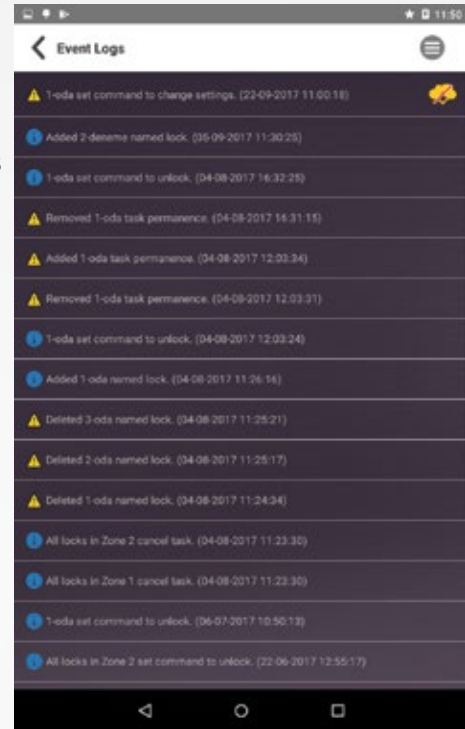


Figure .1



Note: During back up transaction you event logs are backed up as well.

The logo features a yellow Wi-Fi symbol above the text "hopinlock" in white, with "manager" in a smaller white font below it. The background is a dark purple semi-transparent banner.

hopinlock[®]

manager



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