

Remote Manager

Manage multiple NovoConnect devices from a single PC

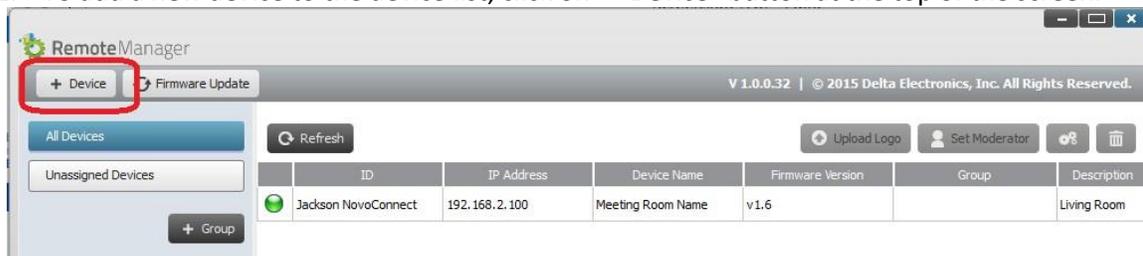
Remote manager is a stand-alone Windows/Mac application that allows the settings of multiple NovoConnect devices to be managed from a single PC, making it ideal for corporations, schools or other large institutions.

Software Setup

- (1) Download the installation package from the NovoConnect website.
- (2) Click on the installation package and follow the on-screen instructions.

Adding Devices

1. To add a new device to the device list, click on “+ Device” button at the top of the screen.



2. This will open the “Create New Device” window. Enter the device’s ID, description (such as location), and IP address. You can also select a group (optional) from the group list pull-down menu. Click “OK” to complete adding the new device.



Create New Device

ID: Jackson NovoConnect

Description: Main Meeting Room

IP Address: 192.168.2.100

Group: [Pull-down menu]

OK Cancel

3. When the new device is successfully added it will appear in the device list.

- If the device is currently connected, the connection indicator will be green. Otherwise, it is red.

Connected

Refresh Upload Logo Set Moderator [Group Icon] [Delete Icon]

ID	IP Address	Device Name	Firmware Version	Group	Description
 Jackson NovoConnect	192.168.2.100	Meeting Room Name	v1.6		Living Room

Disconnected

Refresh Upload Logo Set Moderator [Group Icon] [Delete Icon]

ID	IP Address	Device Name	Firmware Version	Group	Description
 Jackson NovoConnect	192.168.2.100	Meeting Room Name	v1.6		Living Room

Removing a device

- To remove a device from the device list, click on the device you wish to remove from the list then click the  icon.
- A pop-up box will ask “Are you sure to delete.” Click “Yes” to confirm or “No” to cancel.

Refreshing device list

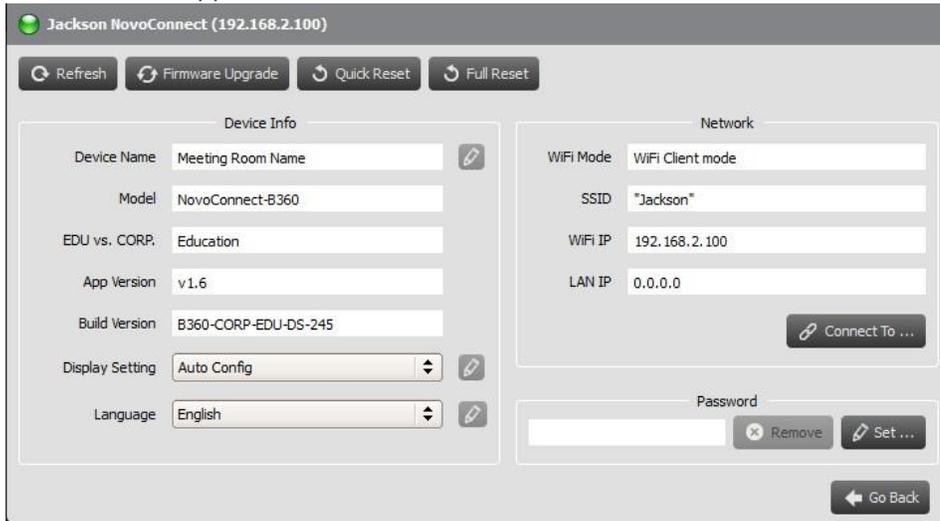
- To refresh the list of devices in Remote Manager, click the “Refresh” in the upper left of the program screen.

Refresh Upload Logo Set Moderator [Group Icon] [Delete Icon]

ID	IP Address	Device Name	Firmware Version	Group	Description
 Jackson NovoConnect	192.168.2.100	Meeting Room Name	v1.6		Living Room

Managing device settings

1. By selecting a device and clicking the device settings button  you will be taken to the device settings management screen. From here you will be able to remotely view and/or preset the settings for each NovoConnect device on your network. You will be able to edit settings for Device Name, Display Setting, Language, and Device Password. You can view setting/status for Model, Edition, App Version, Build Version, Wi-Fi Mode, SSID, Wi-Fi IP, and LAN IP.



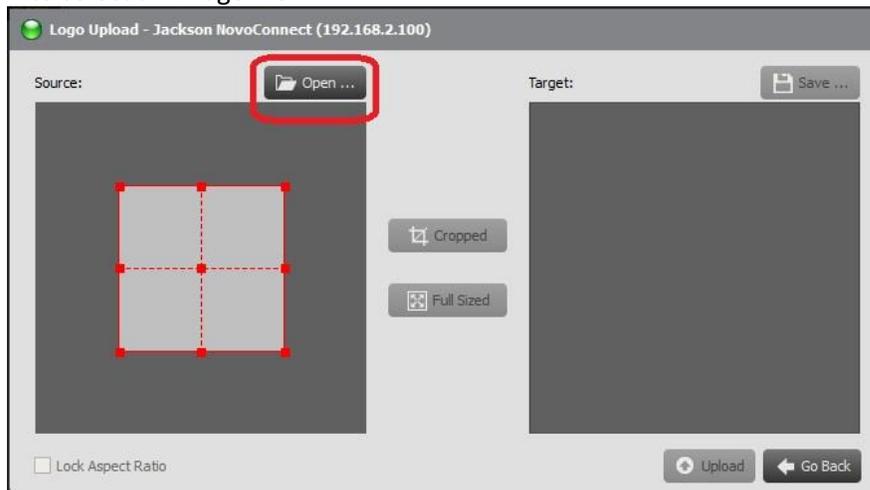
2. To edit the modifiable settings, select windows or menus next to the edit symbol .
3. Click "Refresh" to display latest settings.
4. Click "Firmware Upgrade" to check for the latest device firmware. If an upgrade package is available, the upgrade process will be triggered.
5. Click "Quick Reset" to reset the application.
6. Click "Full Reset" to reboot the device.
7. Click "Go Back" to return to the main screen.

Uploading a logo

1. To upload a custom logo to a device, select the device and click "Upload Logo."



2. This will open the Logo Upload screen from which you can select, crop, and resize your logo.
3. Click "Open" to select an image file.



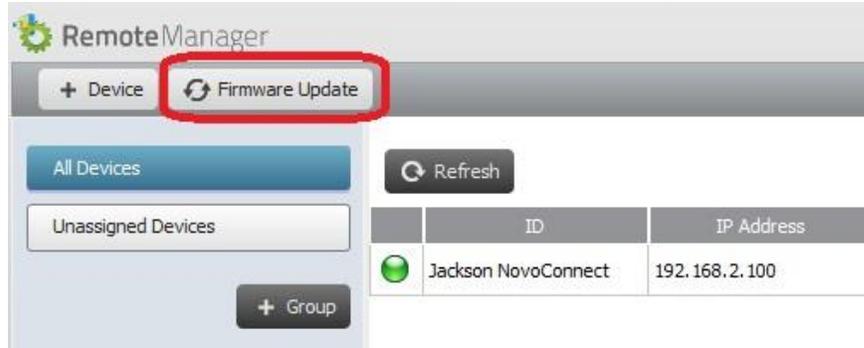
4. Select either "Cropped" or "Full Sized." When "Cropped" is selected, drag the cropping box to trim the photo to the desired size. The resized image and dimensions will be displayed in the "Target" window. Click "Full Sized" to undo your changes.



5. Click "Save" to save the new logo image locally or "Upload" to send it to the device.

Updating Firmware

1. Remote Manager allows you to check and update the firmware of multiple NovoConnect devices on your network at once.
2. Click "Firmware Update" on the home screen to go the Firmware Update screen.



3. A list of connect devices will be displayed with check boxes in the left column. Select the device or devices you wish to check for updates, or click "Select All" to check all devices on the list. Click "Unselect All" to remove all checks.



4. Once you have selected the devices to update, click "Update Now."

Setting moderator credentials

1. To set moderator credentials for a device, select the device from the device list and click “Set Moderator.”



2. This will open the Moderator Credentials window. Note: For changes to take effect, make sure the green connection indicator is lit in the upper left of the screen.



3. Enter the moderator name and password in the corresponding windows.



4. Use the  buttons to add or delete moderators from the list.
5. Click “Save” to save the moderator credential file to the local PC.
6. Click “Upload” to upload the new moderator credential file to the device.
7. Click “Load from Device” to download a file saved on the device.
8. Click “Load” to load a moderator credential file stored on local storage.
9. Click “Remove (Device Side)” to remove moderator credentials currently stored on device.

Note: Moderator credential files will be stored in the XXXX.NCMC file format.