USER SETTINGS INTERFACE INSTRUCTIONS

g!

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ELAN

In g! 6.0 ELAN introduced customer based lock code and user access management through a new User Settings Interface. The interface is a pass-code protected area that allows you to conveniently manage who has access to your home and ELAN g! system. Starting with g! 6.0 ELAN incorporates customer based access management that allows you to conveniently manage remote, door lock and touch screen access

Through the interface you may add and delete users, set their remote and local access privileges. These instructions will help you adjust the settings in this interface.

Table of Contents

Accessing the User Settings Area

To access the User Settings area press the "gear" button in the upper right corner of the g! Main Menu screen, circled in figure 1 using the PC Viewer, an iPad or an Android tablet.
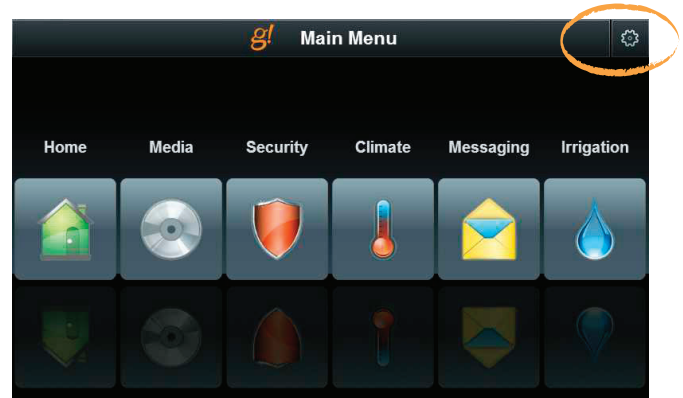

figure 1

Figure 2 shows the passcode screen. The default passcode is 1234. Enter 1234 using the on-screen keypad to advance to the next screen. The keypad will accept the first four digits you enter. If the passcode is correct you will advance to the next screen (figure 3), if not you will return to the g! Main Menu (figure 1). If you are returned to the g! Main Menu please check the passcode and try again.

If you have forgotten your passcode please visit our website www.elanhomesystems.com and download the Password Reset form and follow the instructions.
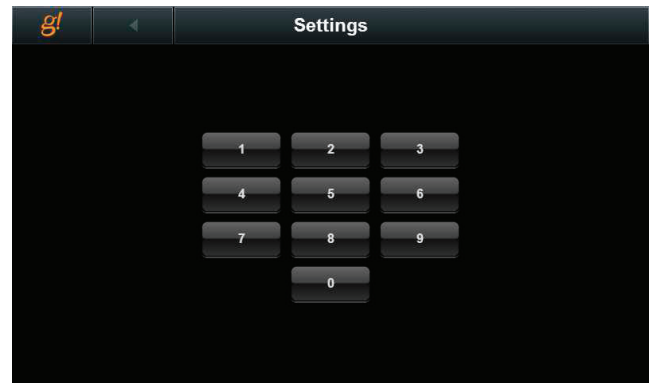

figure 2

User Settings Main Menu

Figure 3 shows the User Settings main menu. From this screen you can change the settings menu passcode, add and delete users, and adjust the parameters associated with the door locks and touch screens.
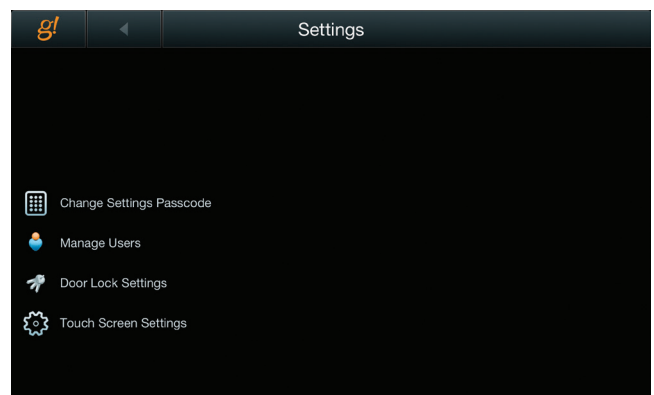

figure 3

Changing the User Settings Access Passcode

It is recommended that you change the four digit passcode to the User Settings to something that is easily remembered and that only you know. Remember, anyone who has this passcode may add and delete users and add or remove access codes from the door locks.

If you forget this passcode you will have to contact ELAN to have it reset. For obvious reasons it is not a simple matter to reset this code and we recommend that you use a number you are not likely to forget.

figure 3

To change the passcode first press the Change User Passcode line on the screen (figure 4).

figure 4

On the next screen (figure 5) enter a new four digit passcode using the on-screen keypad, then re-enter the same code for confirmation. If the two codes do not match you will be required to start over. If you choose to start over simply press the back button and press Change Settings Passcode again.

When two passcodes have been entered that match you are returned to the User Settings main menu screen (figure 3).
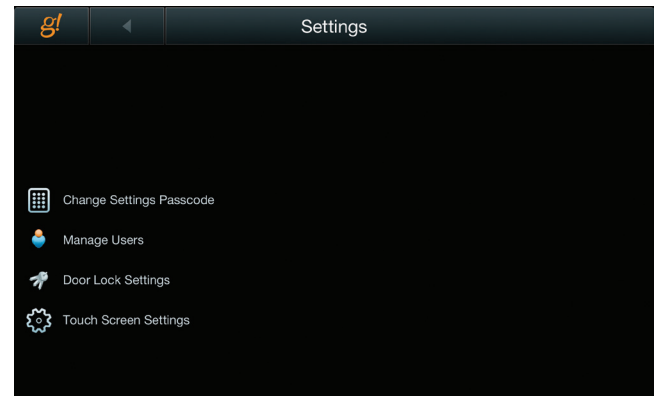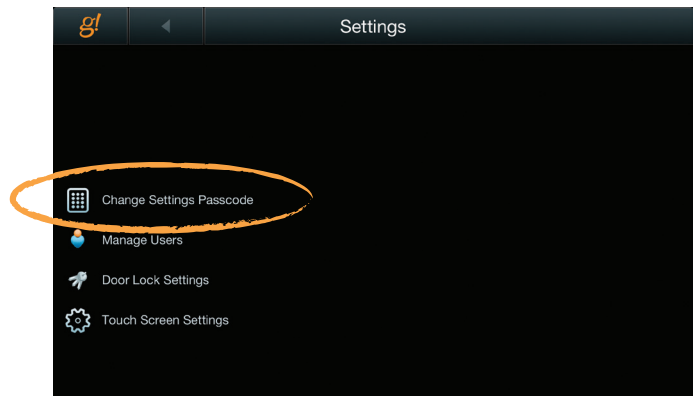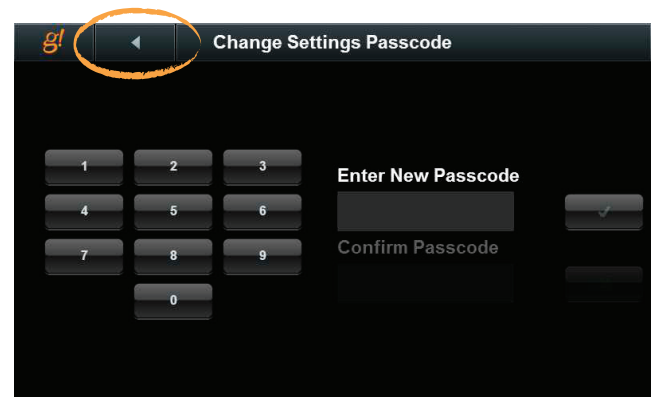
figure 5

Managing Users

Through the Manage Users button you decide who may access your home and your g! system and assign the access passcodes they will use. Start by pressing Manage Users (figure 6).

The only default user is "Admin". The Admin user is generally your ELAN dealer and while it cannot be deleted, it can be managed. Let's start by adding users for all of the people you want to have access.

figure 6

First press Add (figure 7).

figure 7

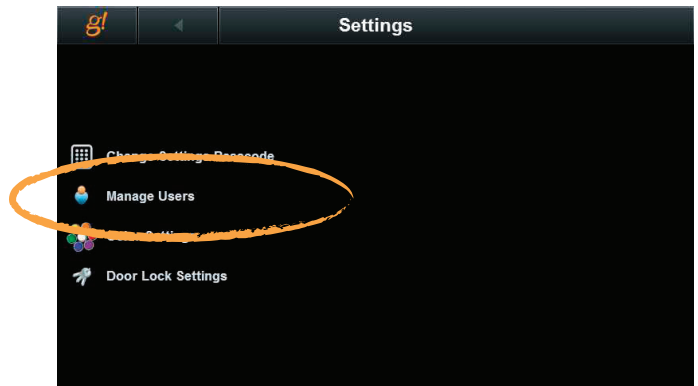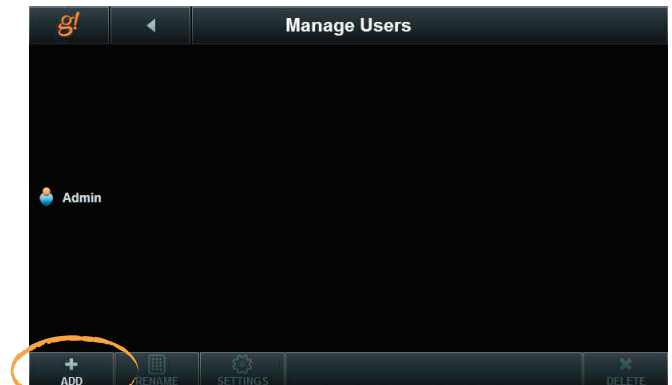Then enter the users name followed by Return or the Enter key on your keyboard (figure 8).

figure 8
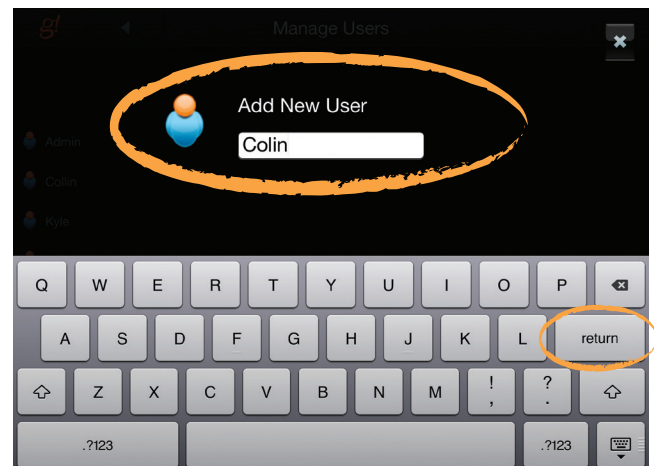
Continue to add users until you have created a user for each person who will have access to your home (figure 9).

Now that you have created all of your users, you may Rename or Delete all but Admin. Admin may not be renamed or deleted.

figure 9

To Rename a user, first select the user then press Rename (figure 10).

figure 10

On the next screen (figure 11), type the new name for this user and press Return or hit Enter on your keyboard.
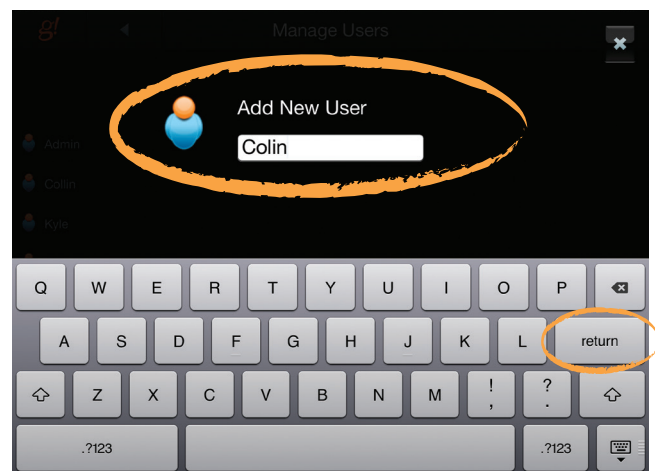
figure 11

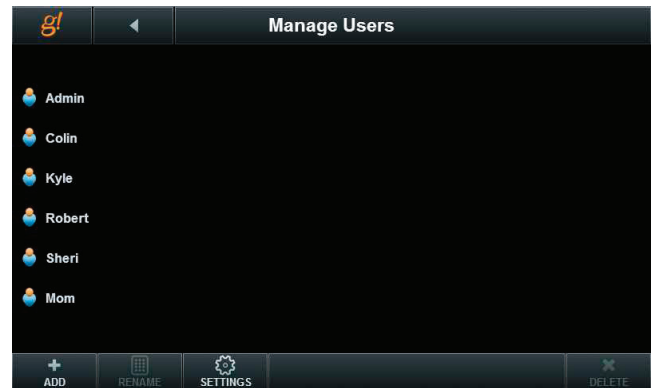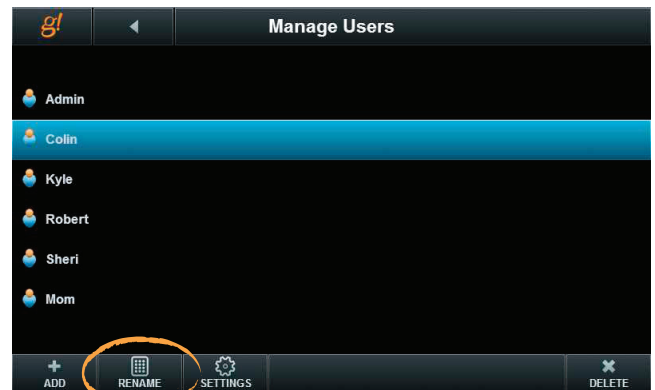To delete a user, highlight their name and press Delete (figure 12). There is no confirmation, so make sure you really want to do this before you press Delete.
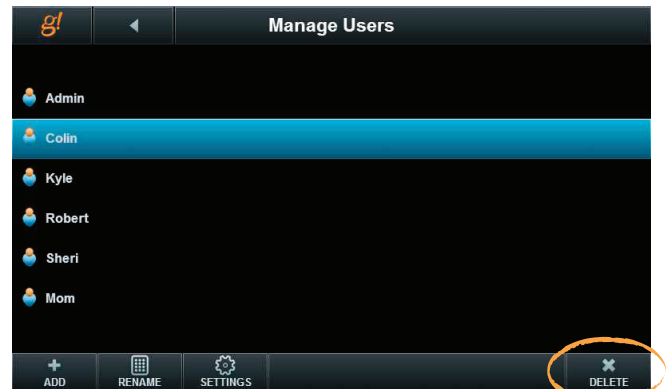
figure 12

To manage access and passcodes for the user, highlight the user and press Settings (figure 13).

figure 13

The Settings page (figure 14) for each user sets their Remote Access Password, their Local Access Passcode, their email address for notifications, their phone number for notifications (this option is hidden unless your system has Messaging enabled) and what level of remote access you are granting them.

figure 14

Remote Access Password

The **Remote Access Password** (figure 15) is made up of letters and or numbers and must be unique to the user. Any combination of letters and numbers is valid 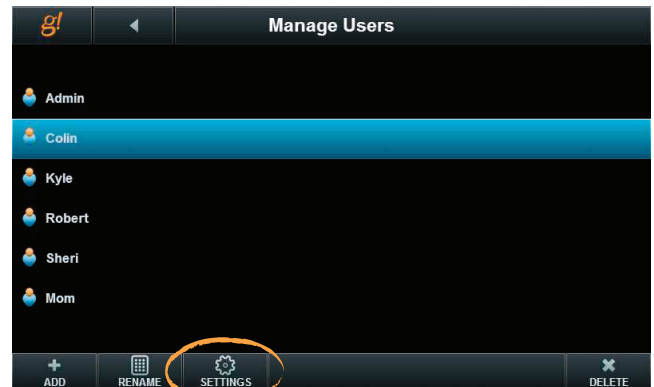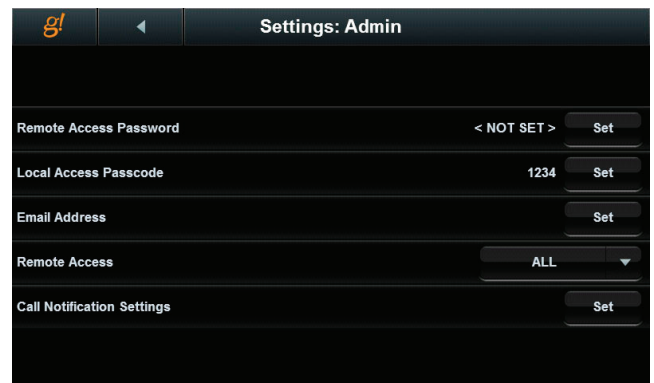up to 56 characters will do. Remember, however, that the user may have to type the password into a smartphone so keep it reasonable and make it easy to remember.

It is not required that you set a Remote Access Password, but if you do not assign **each** user a password then **anyone** can access your system without a password.

To set the password press SET and type in the characters you wish then press Return or Enter.

figure 15

Local Access Passcode

The **Local Access Passcode** (figure 16) establishes the four digit passcode that is used to unsecure motorized door locks and locked touchscreens in your home. If you do not have motorized door locks or have chosen not to lock any touchscreens you may skip to the next step. Press SET and enter a four digit code for the user followed by the check mark to accept.
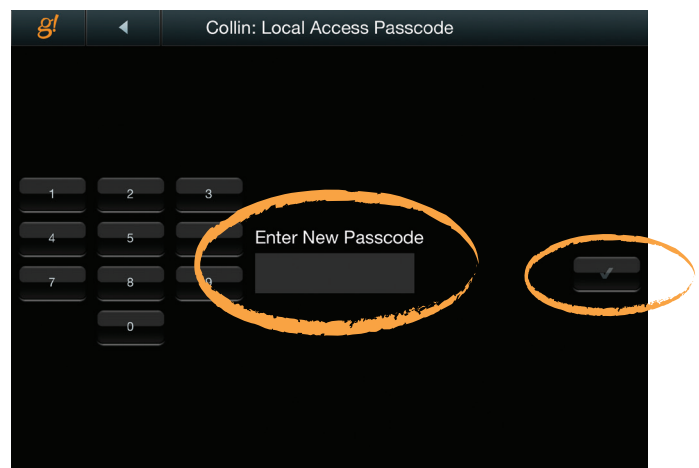
figure 16

Email Address

The email address (figure 17) is used by your ELAN g! system to send you notifications via email. Your installer must set up the notifications and their triggers, but first you must designate an email for each user. Press the SET button and use a keyboard to enter the correct email address.

figure 17

Call Notification Settings

If your installer has enabled Messaging features you will see Call Notification Settings (figure 18) as a setup option. Press Set to access the setup pages.

figure 18

There are three items you need to set up here (figure 19).

figure 19

Phone Number

Next to Phone Number press SET then type in the appropriate phone number for the selected user. Be sure to type it just as you would normally dial it from your home phone. If you must first dial a 1 then enter the phone number as "1XXXXXXXXXX". If you have to press 9 to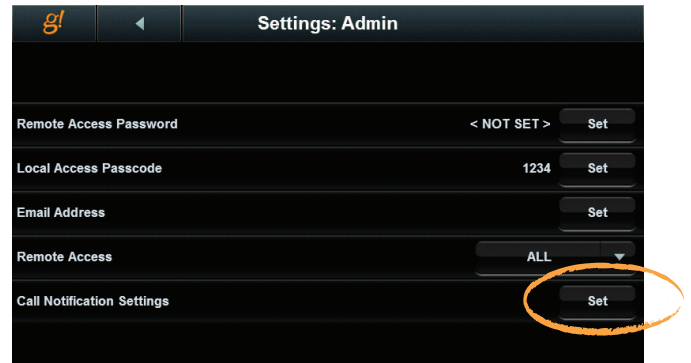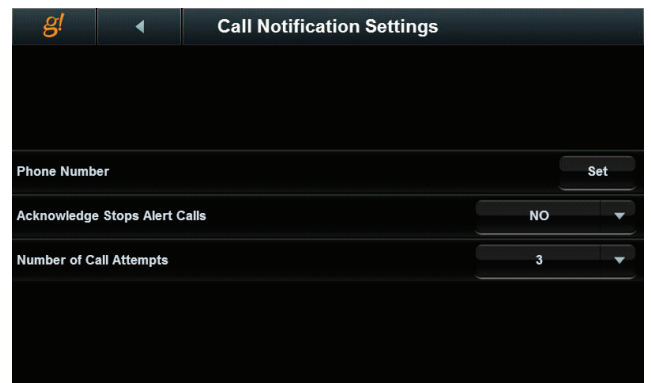 get an outside line, then enter the phone number as "9,XXX-XXXXXXX". The comma pauses the dialing long enough for your phone system to connect an outside line (figure 20).

Set Number (As Dialed)

816-286-7459
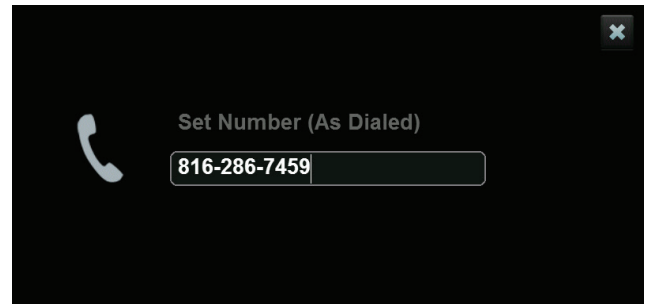
figure 20

Acknowledge Stops Alert Calls

When g! attempts to contact you there are a number of things that could cause you not to receive the message. On cell phones the call could go directly to voicemail without ringing your handset. On a land line the answering machine could pick up before you can reach the phone. g! recognizes these connections as an Acknowledgement even if it did not reach you. You can decide whether g! continues to call you after it receives an Acknowledgement or not. If you select YES (figure 21) then g! will not call you back again after an Acknowledgement. If you select NO g! will call you back the number of times set in the Number Of Call Attempts setting below.

Call Notification Settings

Phone Number

Acknowledge Stops Alert Calls

Number of Call Attempts

NO

YES

figure 21

Number of Call Attempts

Select the number of times you want g! to attempt to contact you with notifications. You may select from 1-8 attempts (figure 22).

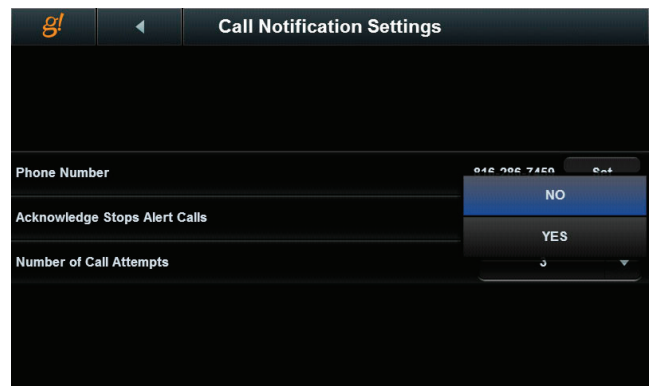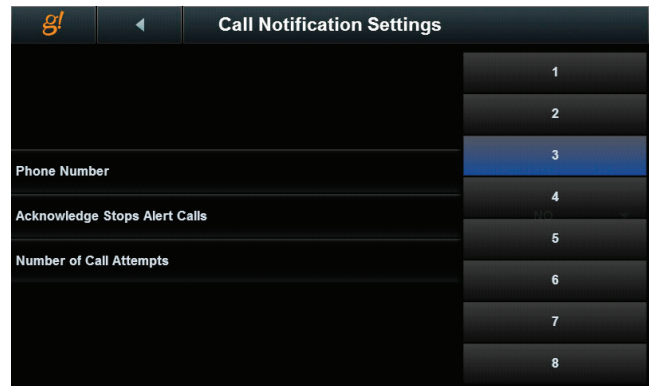When you have completed these settings press the back arrow to return to the User Settings page.

figure 22

Remote Access Settings

Finish setting up the user by deciding what areas of your g! system the user may access remotely. Remote access is managed solely by the Remote Access Password. By "remote" we are referring to connections to your g! system that happen outside of your home network. These access settings have no effect on someone attached to your home's Ethernet or Wi-Fi network. These must be secured separately from your g! system.

The drop down box next to Remote Access (figure 23) gives you four options:

• **None** – this user will have no remote access to the g! system

• **Viewer** – this user will have access only to the Viewer (the area that you, the customer, generally sees)

• **Programming** – this user will have access to only to the programming area of the g! system (this is generally only accessed by your dealer)

• **Both** – this user has access to both the viewer and the programming interfaces

Repeat these settings for each user, keeping in mind that if you leave any Remote Access Passwords as <Not Set> then **anyone** will have to access your g! system with only the system name.
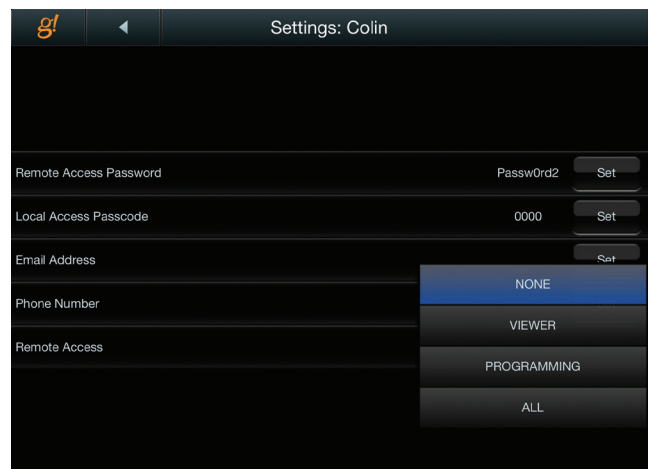

figure 23

Managing the Admin User

The Admin user is designated for your ELAN dealer to access the system. Ultimately, you own the system and should decide who may have access. If you change the Admin password and set the Remote Access to NONE, your dealer will not be able to access your system. To allow the dealer access, change Remote Access to either PROGRAMMING or BOTH and share the password with them. You may change these settings at any time.

Once all User Settings have been set return to the Settings Main Menu by pressing the back arrow button at the top of the screen.

If you have motorized door locks or wish to manage who may access the touch screens in your home please proceed to the next sections. Otherwise, press the g! button to return to the g! Main Menu.

Managing Door Lock Settings

g! manages what user codes are programmed into each lock so you don't have to. Consider how arduous the task of adding and deleting individual codes into each lock would be and you'll have another reason to be glad you invested in g!

Start by accessing the User Settings Main Menu as described in the section titled User Interface Settings. Once you see the Settings Main Menu, select Door Lock Settings (figure 24).

In this area you will assign each user a unique code location which will be reserved for them on each lock, decide which locks will be accessible to each user, and decide whether a lock will require a user code when unlocked from a g! interface.

Begin with User Assignments.

In this area you will see a list of all 30 code "slots" that g! manages for you (figure 25). You will assign each code slot a unique user by selecting from the drop down menu to the right of the slot name.
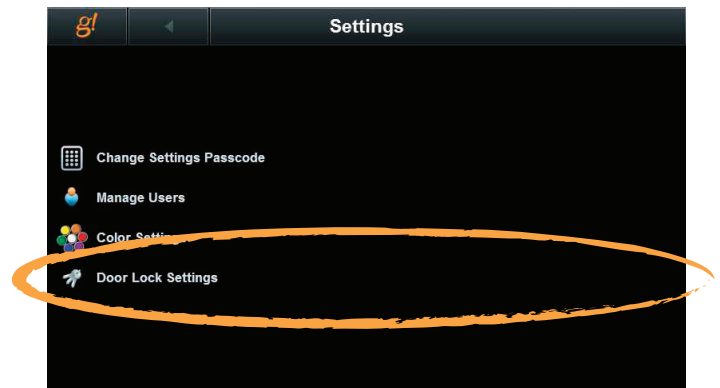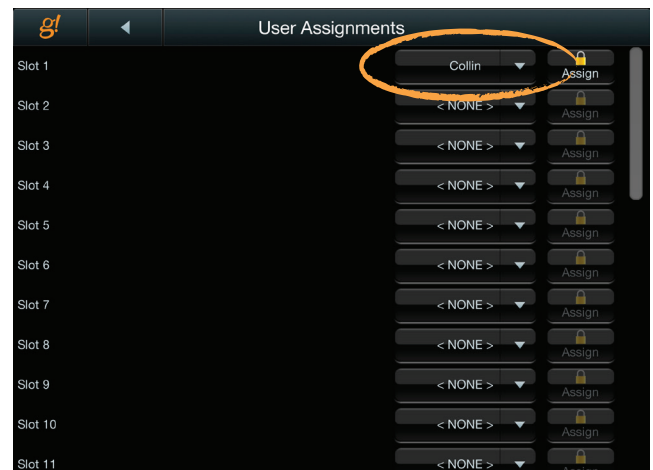

figure 24

figure 25

Click on the drop down button and choose a unique user for each slot. A user does not have to be assigned a slot if you do not desire them to have access to unlock doors. When you get done your screen should look something like figure 26.
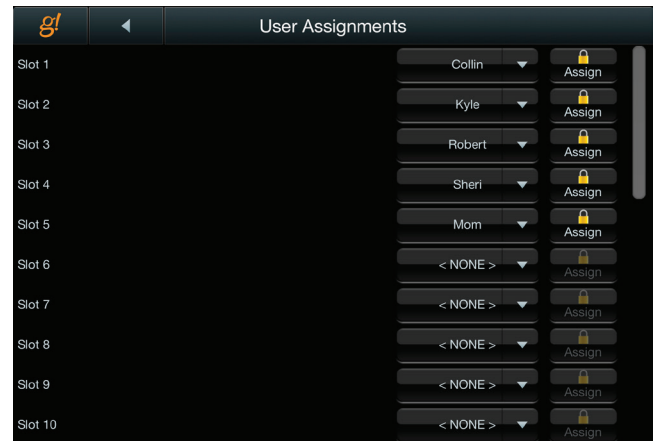

figure 26

Next, select the Assign button next to each user and decide which door locks their code will unlock. The default for each user is Disabled. If you do not ENABLE the user on a specific door then that user will not be able to use their code to unlock the door. Technically, this means that g! will not program the user code to the code slot on that specific door lock.

In figure 27, Robert's code will open the front door but not the back door.

figure 27

The Enable All and Disable All buttons are there for your convenience and will simply set all of the locks to Enabled or Disabled at the same time, which on a large home may speed your configuration.

Once you have finished setting the Permissions for the current user press the Back button and continue to set the permissions for all of your users.

After you have completed these settings, g! will begin to program the codes into each lock. This can take somewhere from a few minutes to over an hour depending on how many locks and users are in your home. Until this is complete you may not have access to open your doors with the user code, so make sure you take a key if you go outside.

Once you have completed the User Assignments press the Back button to return to the Door Lock Settings menu.

Setting the g! Interface Unsecure Requirements

From a g! interface you may choose to require a code to unlock a door or not (figure 28). First, select a door lock then choose;

g! Interface Code Enable – requires that a valid Local Access Code be entered to unlock the door

g! Interface Code Disable – allows anyone who has access to a g! interface to unlock the door

Note! – it always requires a code to unlock the lock by physically operating the lock. This setting only affects unlocking a lock from a g! interface.

When g! Interface Code Enable is selected, pressing the Unsecure button on a g! interface will cause a keypad to be displayed and require that a valid user code be entered for the lock to be unlocked. Only a valid user code entered on the g! interface or at the door lock (or a key) will unlock the door (figure 29).

Force Sync

g! manages user codes in each lock on an "as changed" basis. When you enter or change a code, for example, g! updates only that code slot on each lock. From time to time you may wish to update all 30 code slots on a given lock. An example of that might be, if your child figured out how to program codes manually and added codes to the lock without your consent. After selecting a lock, pressing Force Sync causes all 30 user codes to be sent to the lock. If a code slot that is blank in g! has a code, the code will be erased. If a code in an active code slot was changed manually, it will be reset to the g! managed code.

Force Sync takes about 10 minutes per lock. During the synchronization g! causes substantial traffic on the wireless network used to communicate with the locks. This can cause slow or missed communication for other locks or devices sharing the same wireless network. This is normal and the systems performance will be restored at the completion of the synchronization process.

This completes the Door Lock Settings section. To return to the User Settings Main Menu press the Back button. To return to the g! Main Menu, press g!
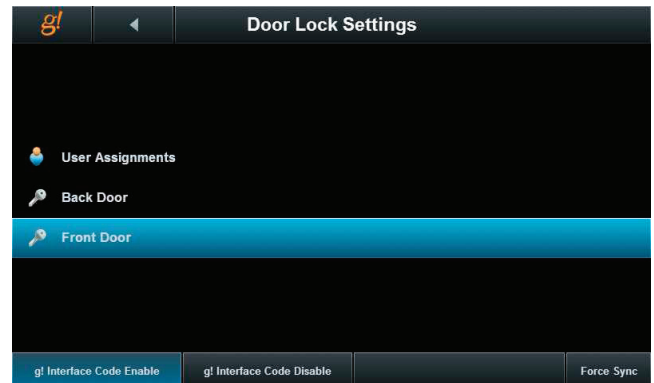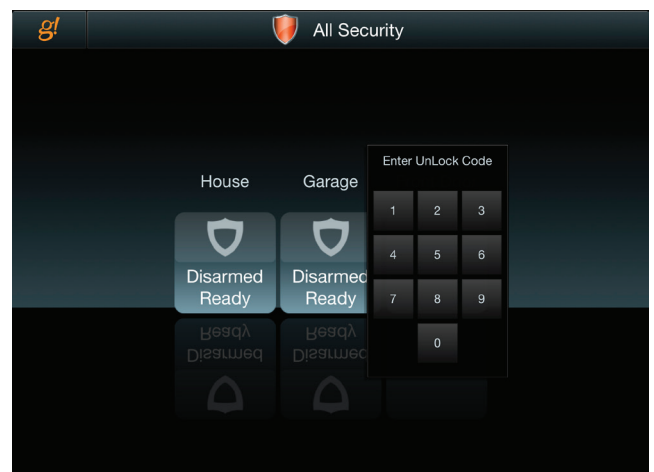

figure 28

figure 29

Beginning with g! 6.2 software release you may choose to manage who has access to your ELAN g! touch screen interfaces. The following instructions apply only to ELAN g! touch screens. Android, iOS and g! On-Screen Displays cannot be managed in this fashion. All touch screens default to unsecured and require no additional configuration if you do not wish to limit access. If you do wish to limit access please proceed to the next step.

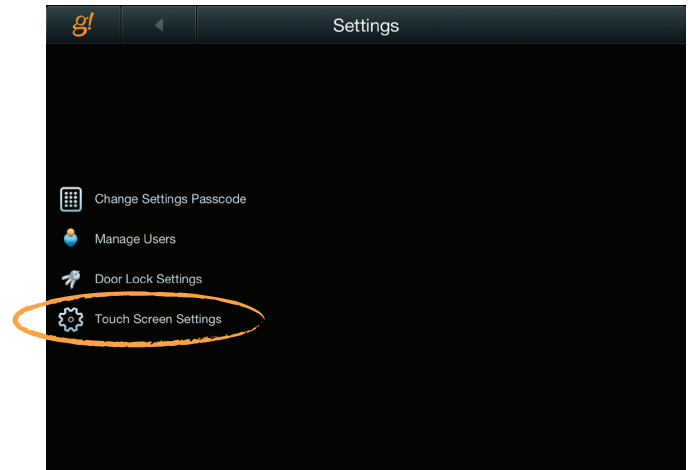On the main Settings screen select Touch Screen Settings (figure 30).

figure 30

On the left side of the screen your touch screens will show up as they have been named by your installer. If each touch screen is not uniquely identified you will have to contact your installer and have him rename the touch screens.

Select a touch screen on the left side of the screen and then configure which users may access the touch screen. Similar to Lock Access, you simply need to select Allowed or Denied from the drop down box next to the users name (figure 31). Allowed users will have access after they have entered their Access Code. Denied users will not be able to access the touch screen.

After setting user access you must Enable Security or Disable Security. Enabling security means that when the touch screen is activated it will require a Local Access Code to use. Touch screens with Security Enabled are indicated with a closed lock icon. In figure 31, the Family Room touchscreen requires an Access Code while the Bedroom touch screen does not.
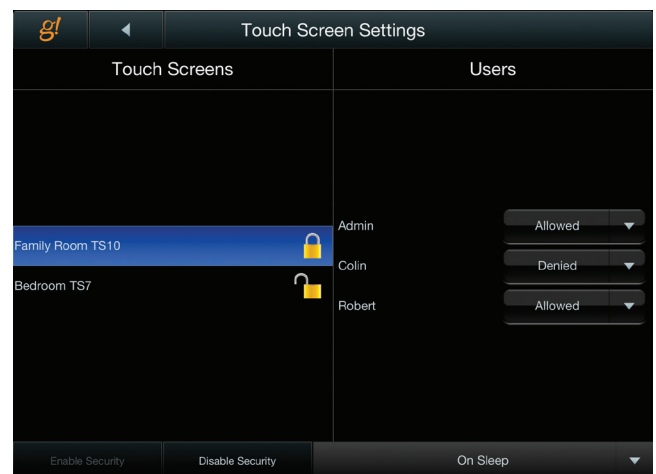

figure 31

When security is Enabled for the selected touch screen you may select an authorization window in the lower right (figure 32).
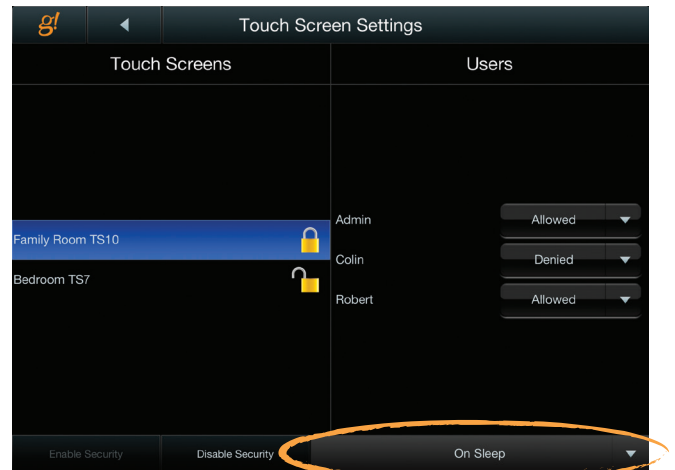

figure 32

The Authorization Window configures the amount of time before the touch screen re-locks itself. Configuring the touch screen to "On Sleep" means that as soon as the touch screen goes off it will require an Access Code to use it again. You may select re-lock times from immediate to as long as 90 minutes.

Repeat these steps for each touchscreen and press the back button to return to the main settings menu when complete."