



Setting up webeyeSOS

Creating a webeyeSOS device

To create a webeyeSOS device, ensure you are logged into monitor.webeyecms.com and select *Manage* from the menu. You will then need to identify and select the group you wish to add your SOS device to.

To add a new device, you will first need to create a site for it to be placed in. When viewing the destination group, click the *Add Site* button. You will then be prompted to complete a short form, with the name and time zone being mandatory fields. It is important to include relevant information about the persons or company that the SOS device is associated with. Once completed, click *Create site*.

An overview of the site you have created will now be displayed, along with some additional menu options to the left. To continue setting up SOS, select *Devices on site* from the menu.

Nothing will be displayed just yet, but a new device can be created by pressing the **+** icon.

You will then be presented with a form to complete. All relevant details associated with the SOS device will be added here. The mandatory fields are the *name*, *serial number* and *type of device* (Fig1)

The name does not have to be anything specific, but it is advised that it is set to something you can easily identify and locate

The *serial number* entered must be the mobile number of the device being added and must follow a specific format. For example, adding UK mobile number 07000000047, **omit the 0 at the beginning and replace it with 44**. The *device type* selected will be dependent on the package you require. The *connection token* must be left blank, webeyeCMS will update this once the device has been registered via the webeyeSOS application.

Fig1: Mandatory Fields

Name of device*	Office Patrol Mobile
Serial number of device*	447000000047
Account Number	Auto-generated after saving
Type of device*	SOS-ManDown-TrackMe
Connection token	e.g. IP address or phone number

Arm and disarm signals, periodic test and signal poll failure checks are not supported by SOS device types and do not need to be enabled.

Once complete, select *Create new device* at the bottom of the page.



You will then be presented with an additional configuration page. You can choose the action you wish webeyeCMS to perform upon a user logging in or out of the SOS device. Choose the action required and select *Update device configuration* to continue.

An overview of the device you have created will now be displayed.

Creating a webeyeSOS user

A user account is required in order to access the webeyeSOS mobile application. From the *Manage* page, select the group in which the users SOS device is located.

To add a new user, select *Add User*. A short form will be presented. Enter any relevant details for the account and select *Create user* once done.

Creating webeyeSOS profile PINs

The final procedure is to set up profile PINs. These PINs are used as quick identification within the webeyeSOS application to perform certain actions such as cancelling alarms and using *mandown* and *check-in* features.

Login to monitor.webeyecms.com using the new user account created. From the menu, select *Profile* and then *Change profile PINs*. You will be required to set and confirm a PIN and a duress PIN. Once completed, select *Change PINs* to save these settings (Fig1)

Fig1: Alarm List/New Alarm

PINs are used as a quick form of identification within the webeye platform, primarily within the webeyeSOS application. Use the form below to change your PINs.

Current password*	👁
New PIN*	🔒
Confirm new PIN*	🔒
Duress PIN*	🔒
Confirm duress PIN*	🔒

Change PINs

This concludes setting up webeyeSOS. Please see our App Management guide to begin configuring your SOS device.