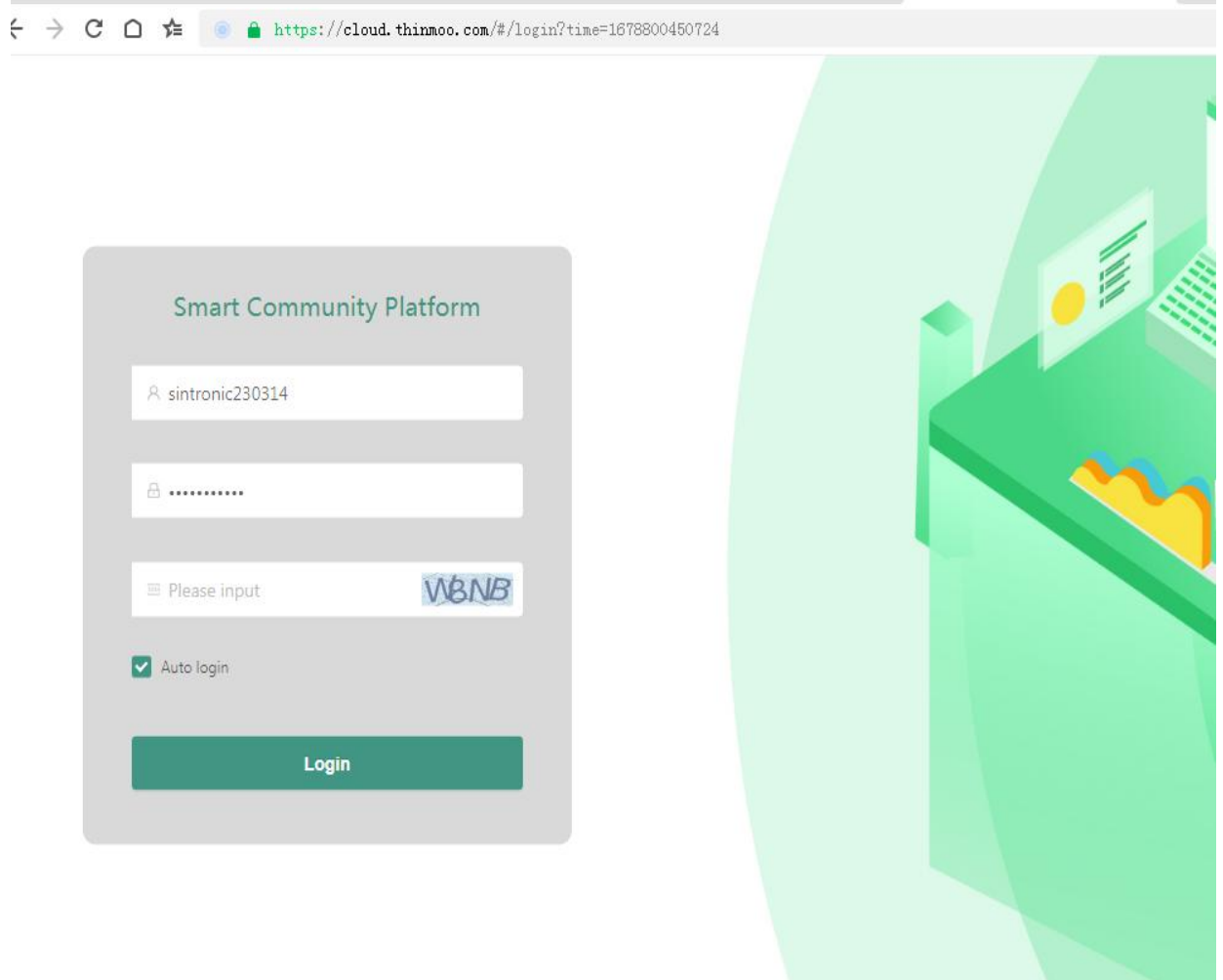


# Cloud Access Control Quick Guide(SA-BWIFI02)

## 1. Log into sintronic cloud

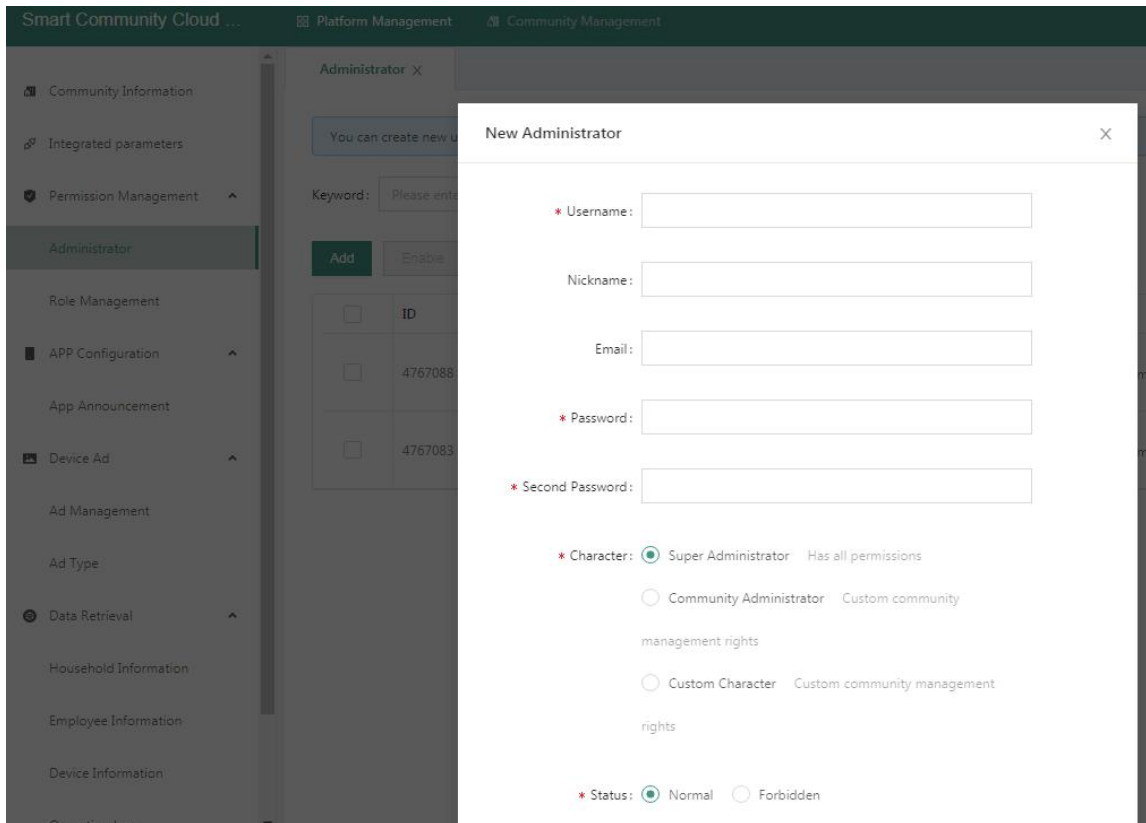


Account name:sintronic230314

Password:qq123456789

Cloud address:<https://cloud.thinmoo.com/#/login?time=1678800450724>

## 2. Administrator add and rights management

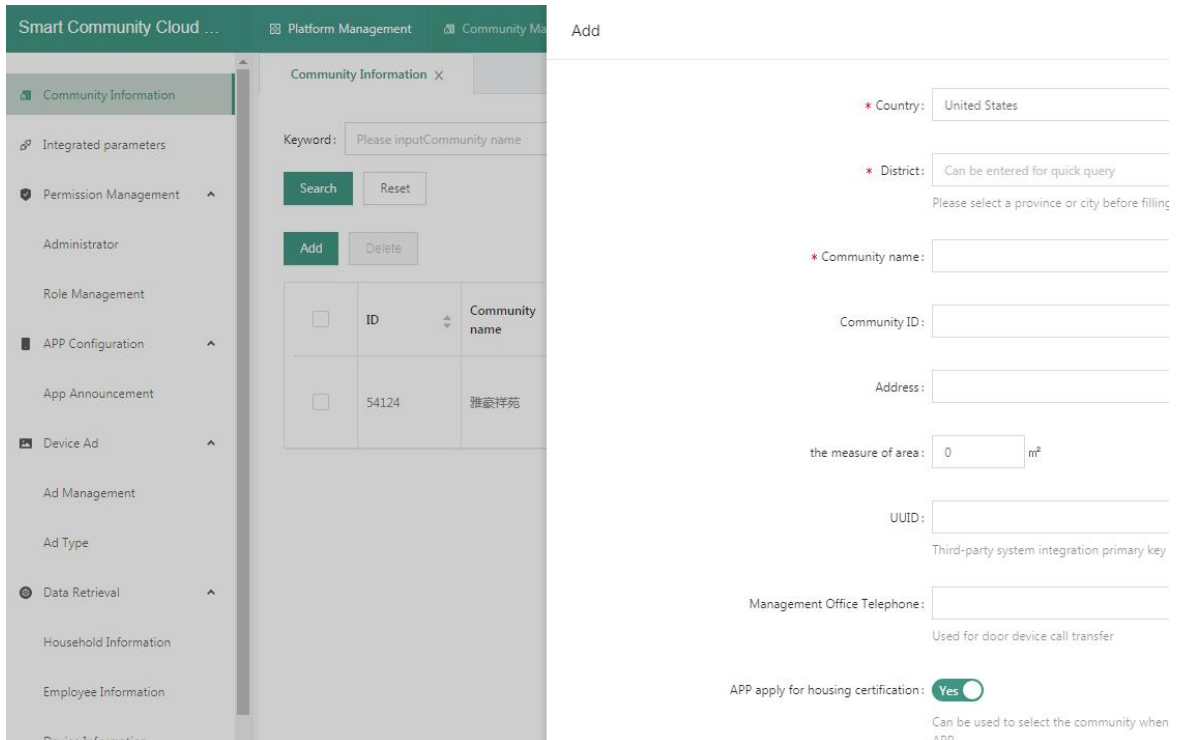


The screenshot shows the 'New Administrator' form with the following fields and options:

- Username:** Required field.
- Nickname:** Optional field.
- Email:** Optional field.
- Password:** Required field.
- Second Password:** Required field.
- Character:**
  - Super Administrator: Has all permissions
  - Community Administrator: Custom community management rights
  - Custom Character: Custom community management rights
- Status:**
  - Normal
  - Forbidden

Click administrator-add-super administrator (remember to fill email address in the blank column)

## 3. Add Community

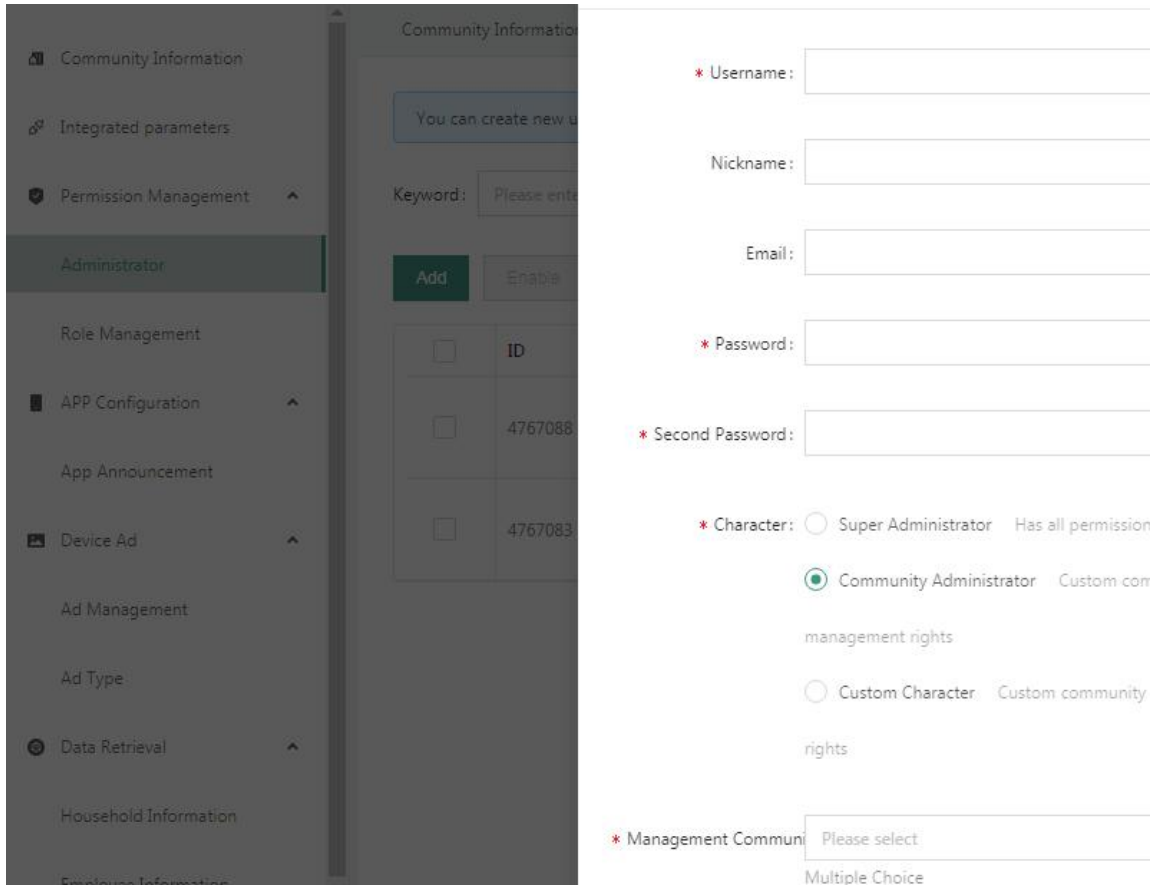


The screenshot shows the 'Add Community' form with the following fields and options:

- Country:** United States
- District:** Can be entered for quick query. Please select a province or city before filling.
- Community name:** Required field.
- Community ID:** Optional field.
- Address:** Optional field.
- the measure of area:** 0 m<sup>2</sup>
- UUID:** Third-party system integration primary key
- Management Office Telephone:** Used for door device call transfer
- APP apply for housing certification:**  Yes

Click the [Add] button —>Fill in the relevant information of the new community—>click [Submit]

#### 4. Add community administrator and give permissions



The screenshot shows the 'Add Administrator' form in the system interface. The left sidebar contains a menu with 'Administrator' highlighted. The main content area shows the form fields and a table of existing administrators.

**Form Fields:**

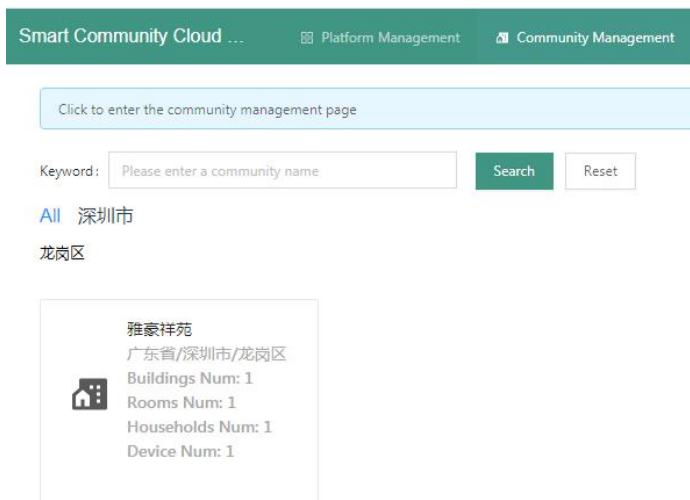
- \* Username:
- Nickname:
- Email:
- \* Password:
- \* Second Password:
- \* Character:  Super Administrator Has all permission  
 Community Administrator Custom community management rights  
 Custom Character Custom community rights
- \* Management Community:  Multiple Choice

**Table of Existing Administrators:**

ID
4767088
4767083

Click administrator [ Add ], fill in the relevant information , select [ Community Administrator ], select [ Management Community ] to select multiple, and click [ Submit ]. Description: Community administrator (has all rights of community management)

#### 4. Add Building



The screenshot shows the 'Add Building' form in the system interface. The top navigation bar includes 'Smart Community Cloud ...', 'Platform Management', and 'Community Management'. The main content area shows a search bar and a list of buildings.

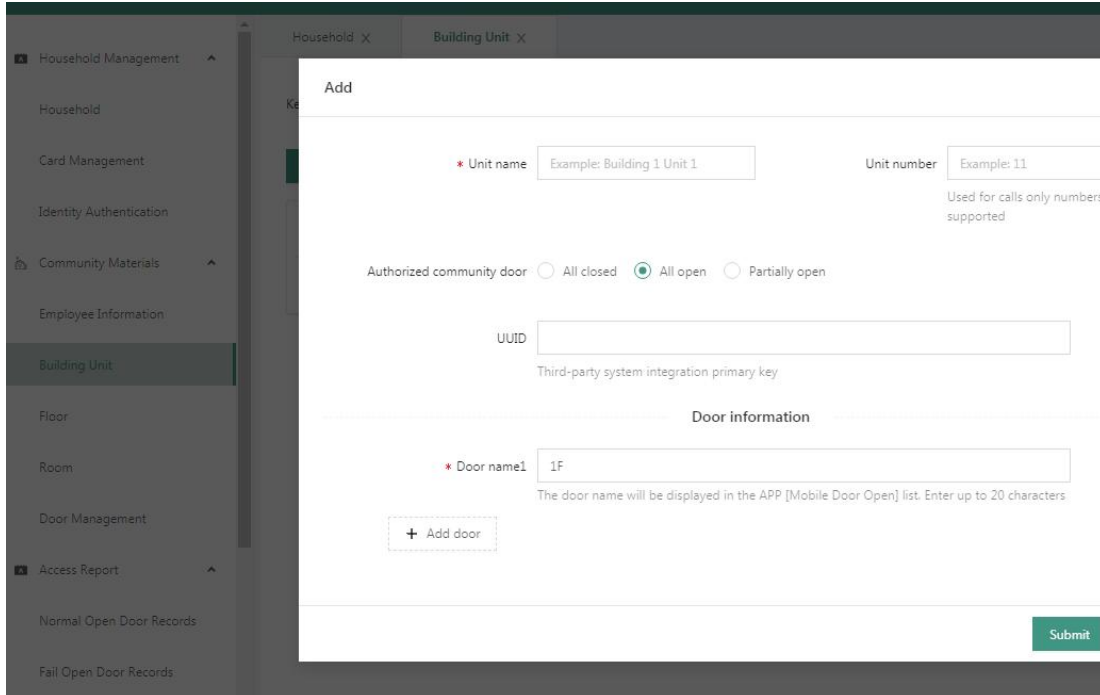
**Search Bar:**

Click to enter the community management page

Keyword:

**Building List:**

- All 深圳市
- 龙岗区
- 雅豪祥苑
  - 广东省/深圳市/龙岗区
  - Buildings Num: 1
  - Rooms Num: 1
  - Households Num: 1
  - Device Num: 1



**Add**

\* Unit name: Example: Building 1 Unit 1

Unit number: Example: 11  
Used for calls only numbers supported

Authorized community door:  All closed  All open  Partially open

UUID:   
Third-party system integration primary key

**Door information**

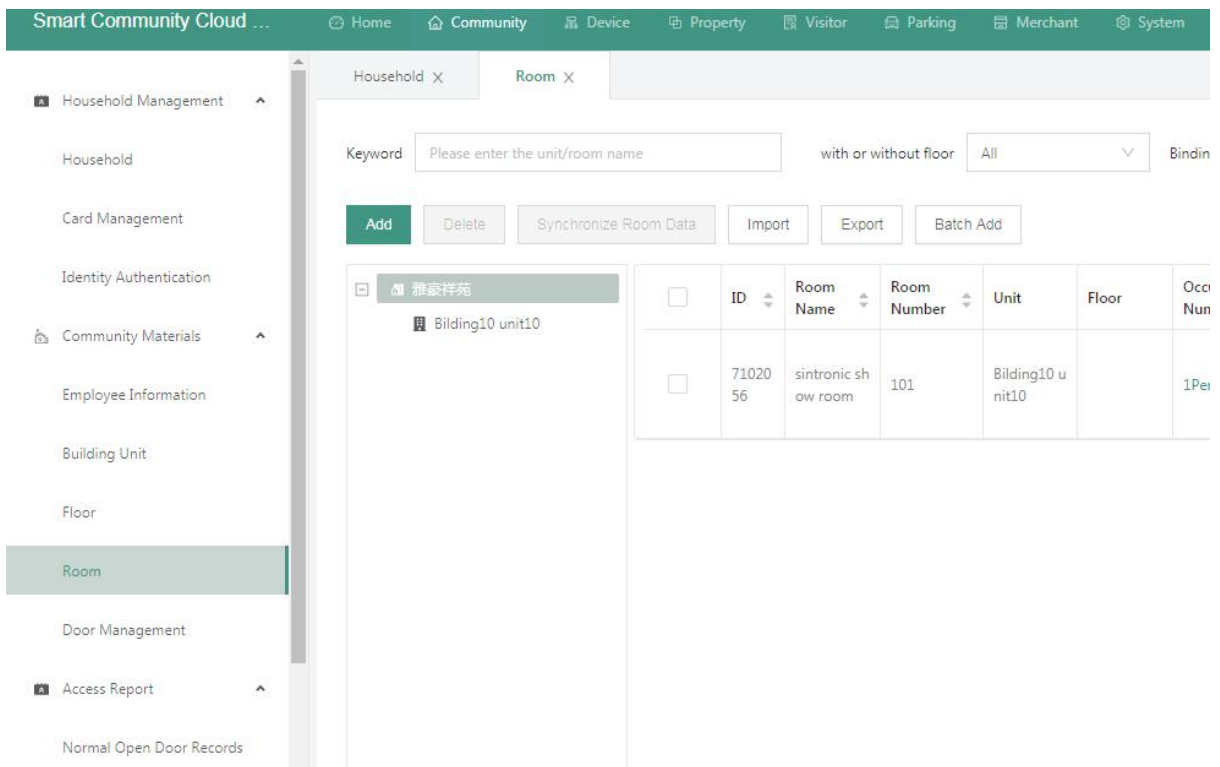
\* Door name1: 1F  
The door name will be displayed in the APP [Mobile Door Open] list. Enter up to 20 characters

+ Add door

Submit

Click community management in the top side as picture 1 show and then click the community to switch to the community panel to build a unit as picture 2 figure out

## 6.Add room



Smart Community Cloud ... Home Community Device Property Visitor Parking Merchant System

Household X Room X

Keyword: Please enter the unit/room name with or without floor: All Bindin

Add Delete Synchronize Room Data Import Export Batch Add

ID	Room Name	Room Number	Unit	Floor	Occ Nun
7102056	sintronic show room	101	Bilding10 unit10		1Per

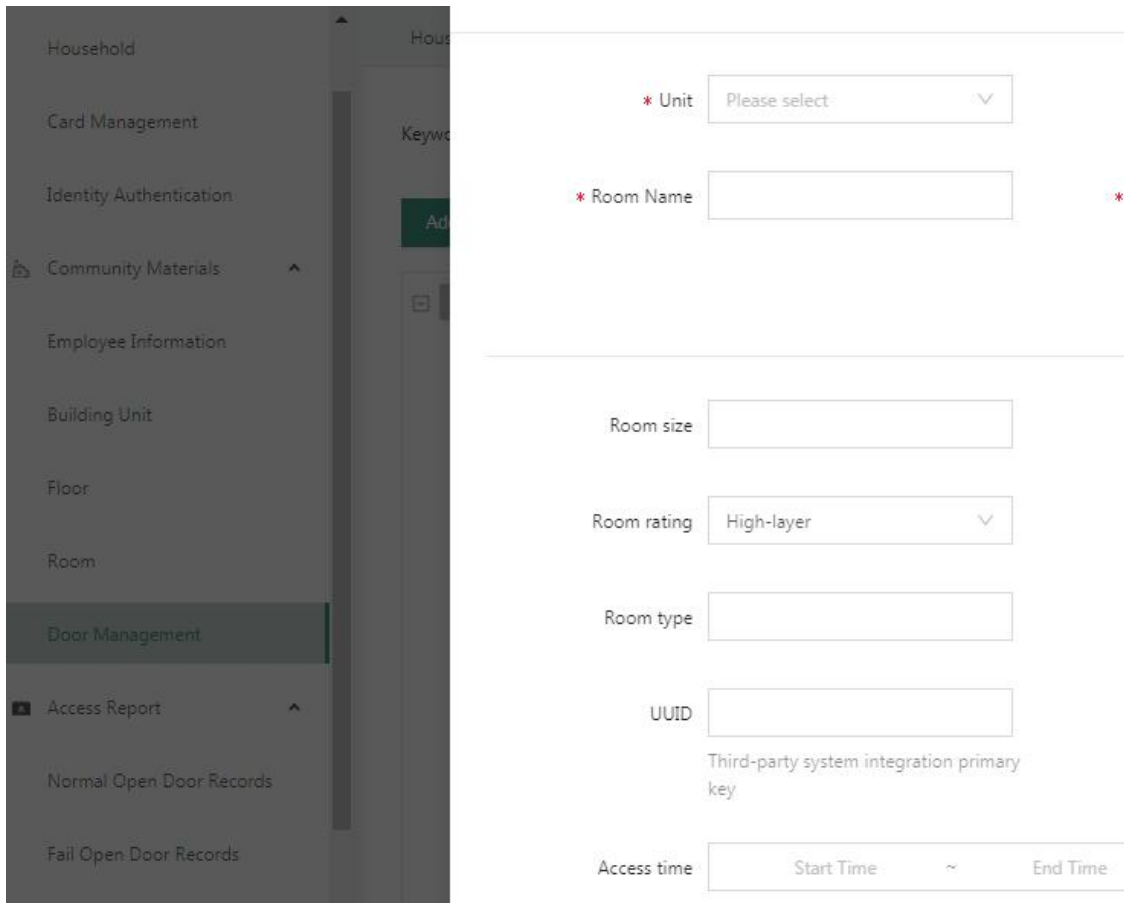
Click the [Add] button to fill in relevant information about the house.  
If you use intercom, you must fill in the house number and click [Submit]

## 7.Add a door

Special note: The door number is used to open the door by offline card writing and offline password. If you use networked equipment, ignore this parameter without setting it;

### 7.1Add community door

Click the [Add] button and fill in the relevant information of the door. [Installation Location] can select [Community] to create the door, and click [Submit]



Household

Card Management

Identity Authentication

Community Materials

Employee Information

Building Unit

Floor

Room

**Door Management**

Access Report

Normal Open Door Records

Fail Open Door Records

\* Unit

\* Room Name

Room size

Room rating

Room type

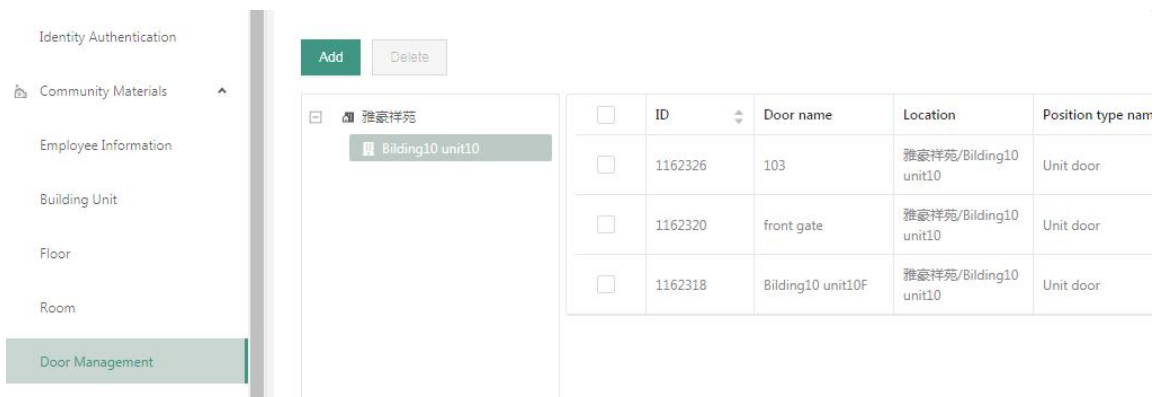
UUID

Third-party system integration primary key

Access time  ~

### 7.2 Add Building unit door

Click the [Add] button and fill in the relevant information of the door. [Installation Location] can select [Building Unit] to create the door, and click [Submit].



Identity Authentication

Community Materials

Employee Information

Building Unit

Floor

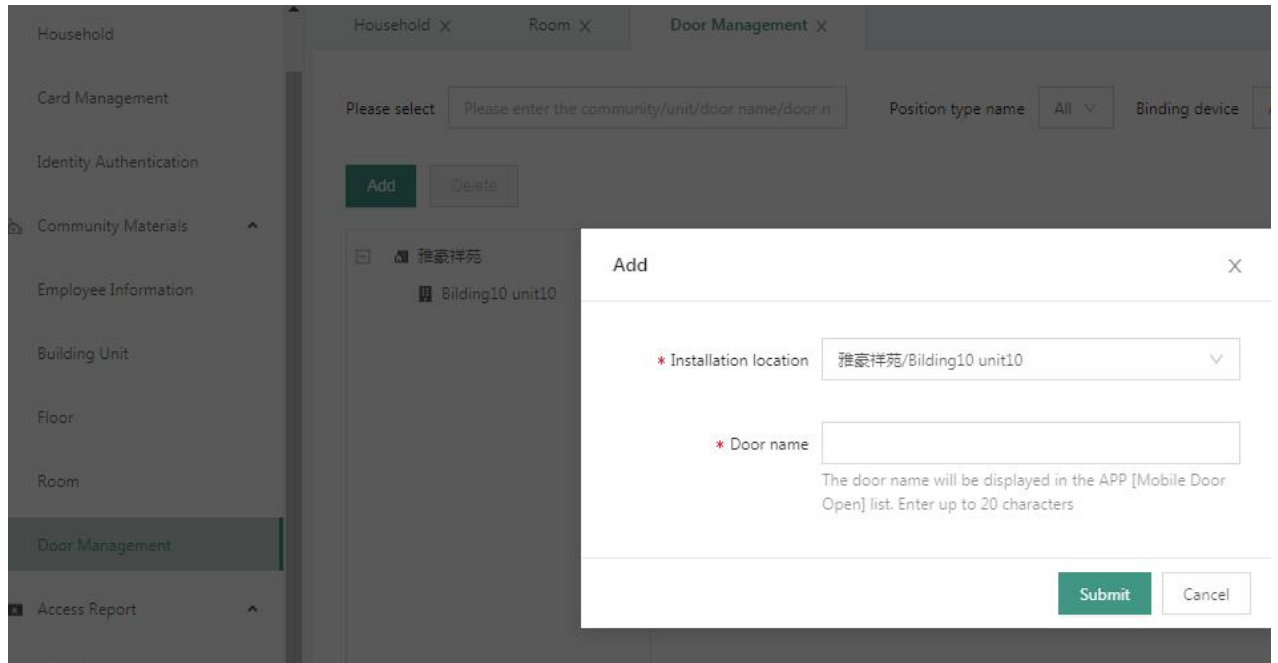
Room

**Door Management**

Add Delete

<input type="checkbox"/>	ID	Door name	Location	Position type name
<input type="checkbox"/>	1162326	103	雅豪祥苑/Bilding10 unit10	Unit door
<input type="checkbox"/>	1162320	front gate	雅豪祥苑/Bilding10 unit10	Unit door
<input type="checkbox"/>	1162318	Bilding10 unit10F	雅豪祥苑/Bilding10 unit10	Unit door

### 7.3 Add room door

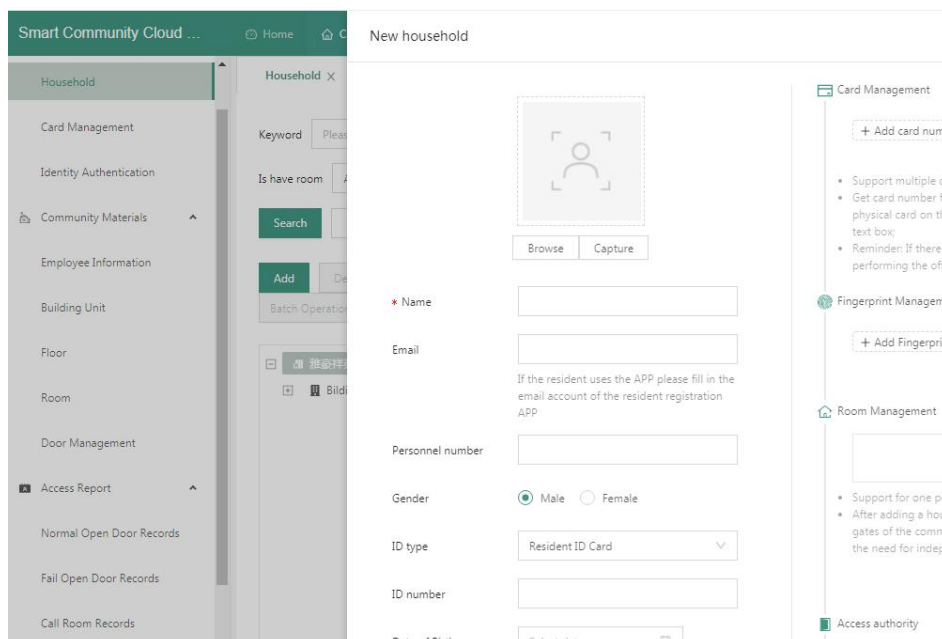


Click the [Add] button and fill in the relevant information of the door. [Installation Location] can select [Building Unit] to create the door, and click [Submit].

### 8. Add household

Click [Add], fill in relevant household information, and click [Submit].

Description: Capture the face and bind it to the user; after selecting the house and door that requires access control permissions, the user information, face, and card information will be sent to the corresponding access control device, and the door can be opened through the face and card or APP, After selecting the access control time, the user is only allowed to have the access control authority within the selected time period, and the door cannot be opened outside the time period. If a house with a set access control time is assigned to the resident, the house's access control time shall prevail;

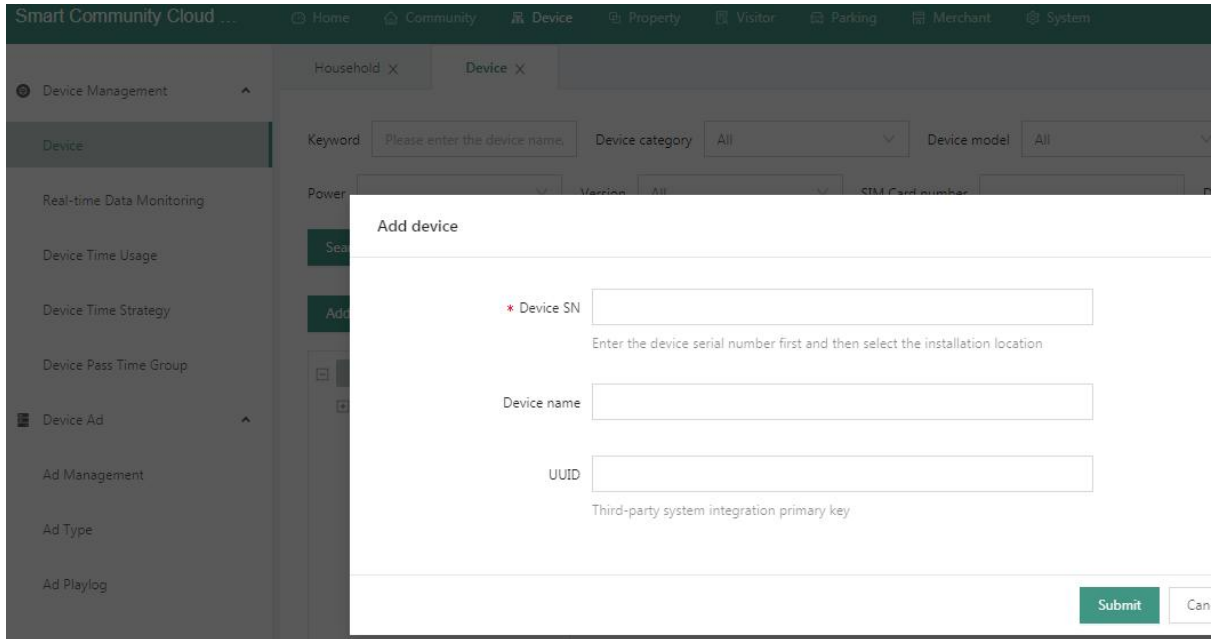


## 9. Add device

Click the [Add] button, fill in the device series number, and click [Submit]. (The device series number is on the sticker

which paste on the back of products .

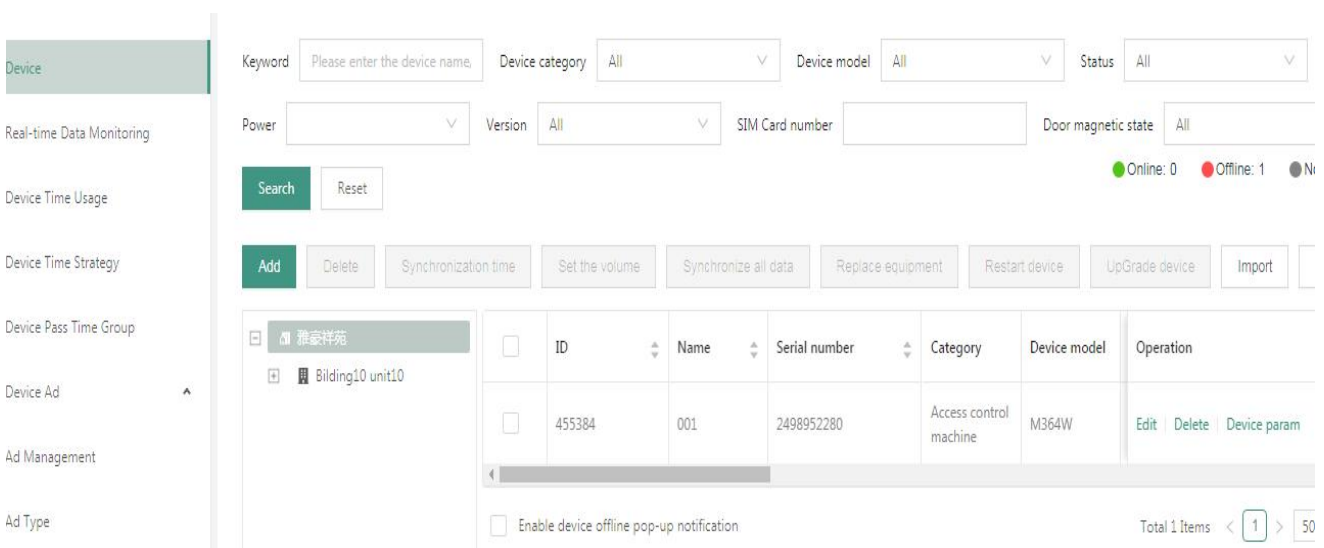
Note: Two device are not allowed to be installed on the same door (installation location). When a device is added, the corresponding user information, user face, card, management machine, indoor unit, house, property, advertisement, announcement, Data such as visitors is added to the device.



The screenshot shows the 'Add device' modal form. It contains the following fields and controls:

- Device SN:** A required text input field with a red asterisk. Below it is the instruction: "Enter the device serial number first and then select the installation location".
- Device name:** A text input field.
- UUID:** A text input field with the label "Third-party system integration primary key" below it.
- Buttons:** A green "Submit" button and a grey "Can" button.

10 Click -manage community and choose the community which you want to manage ,click Device-Device parameters and choose Verify Method.



The screenshot shows the 'Device Management' interface. It includes a search bar with filters for Keyword, Device category, Device model, Status, Power, Version, SIM Card number, and Door magnetic state. Below the search bar are buttons for Search, Reset, Add, Delete, Synchronization time, Set the volume, Synchronize all data, Replace equipment, Restart device, Upgrade device, and Import. A table lists devices with columns for ID, Name, Serial number, Category, Device model, and Operation. The table contains one device with ID 455384, Name 001, Serial number 2498952280, Category Access control machine, and Device model M364W. Below the table is a checkbox for "Enable device offline pop-up notification" and a pagination bar showing "Total 1 Items" with page numbers 1 and 50.

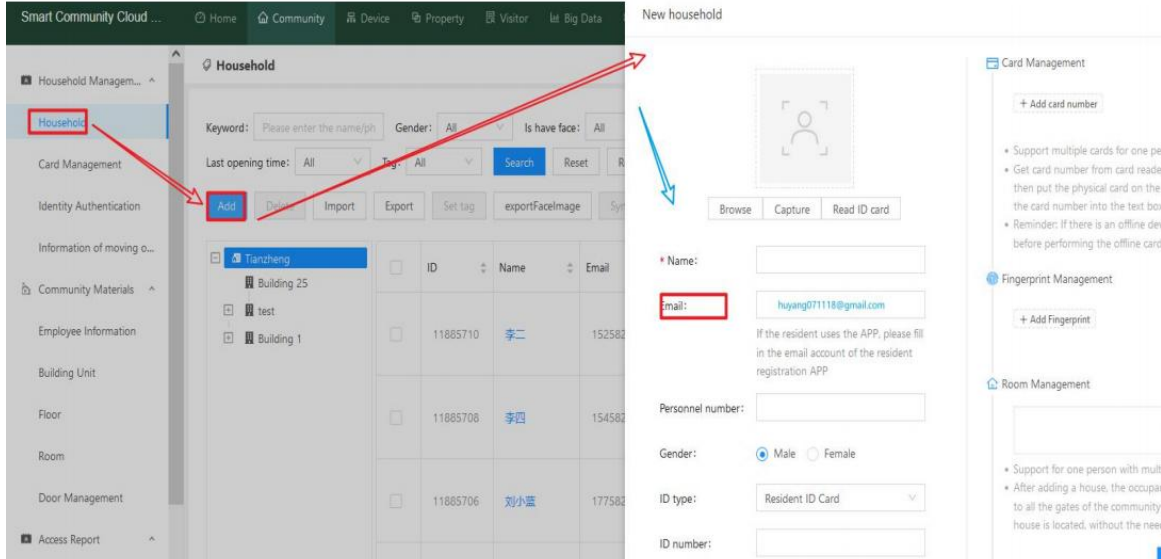
ID	Name	Serial number	Category	Device model	Operation
455384	001	2498952280	Access control machine	M364W	Edit Delete Device param

11, Download APP "Firstkeeper" (Download Firstkeeper App in Google Store for android mobile , and App Store for IOS ) , Register with email or mobile (it must use the same one as on the cloud).

## Part.2 first keeper app use guide

### 1. App authorization

Come back to the cloud page on community -household-add new or edit the created one with email address

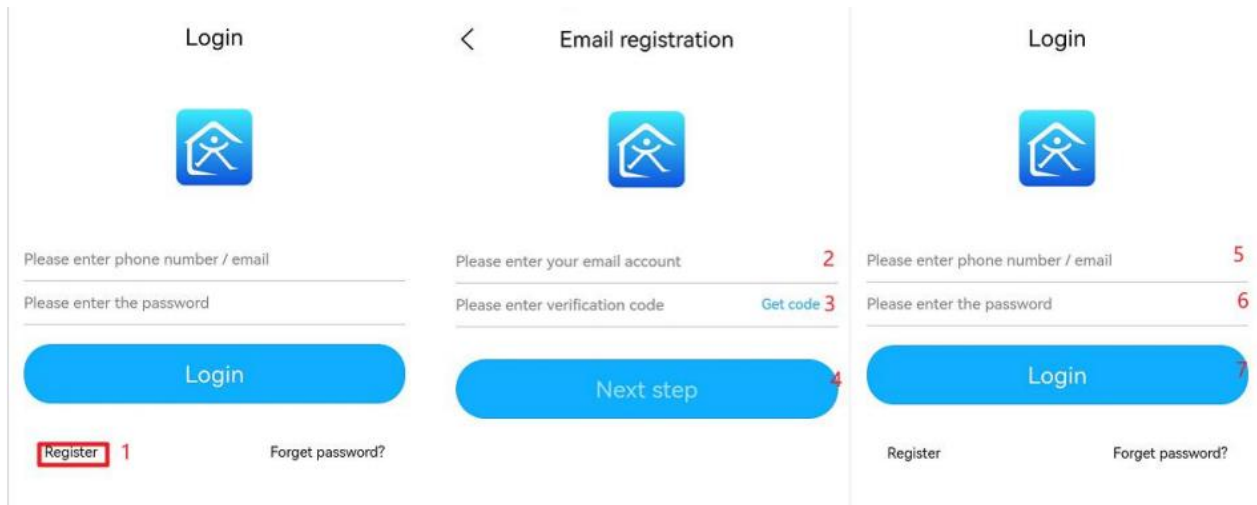


The screenshot shows the 'Smart Community Cloud' interface. On the left, a sidebar menu has 'Household' highlighted. The main area displays a 'Household' management table with columns for ID, Name, and Email. A table with the following data is visible:

ID	Name	Email
11885710	李二	152582
11885708	李四	154582
11885706	刘小蓝	177582

Below the table is a 'New household' form. The 'Email' field is highlighted with a red box and contains the value 'huyang071118@gmail.com'. Other fields include Name, Personnel number, Gender (Male/Female), ID type (Resident ID Card), and ID number. To the right, there are sections for Card Management, Fingerprint Management, and Room Management.

## 2.Registration/Login



The image shows three mobile app screens illustrating the registration and login process:

- Screen 1 (Login):** Shows a 'Login' screen with a house icon. It has two input fields: 'Please enter phone number / email' and 'Please enter the password'. A blue 'Login' button is at the bottom. A red box highlights the 'Register' link (1) and 'Forget password?' link.
- Screen 2 (Email registration):** Shows an 'Email registration' screen with a house icon. It has two input fields: 'Please enter your email account' (2) and 'Please enter verification code' (3). A blue 'Next step' button (4) is at the bottom. A 'Get code' link is next to the verification code field.
- Screen 3 (Login):** Shows a 'Login' screen with a house icon. It has two input fields: 'Please enter phone number / email' (5) and 'Please enter the password' (6). A blue 'Login' button (7) is at the bottom. 'Register' and 'Forget password?' links are at the bottom.

## 3.function introduction





A) You can choose different locations for control as you have more

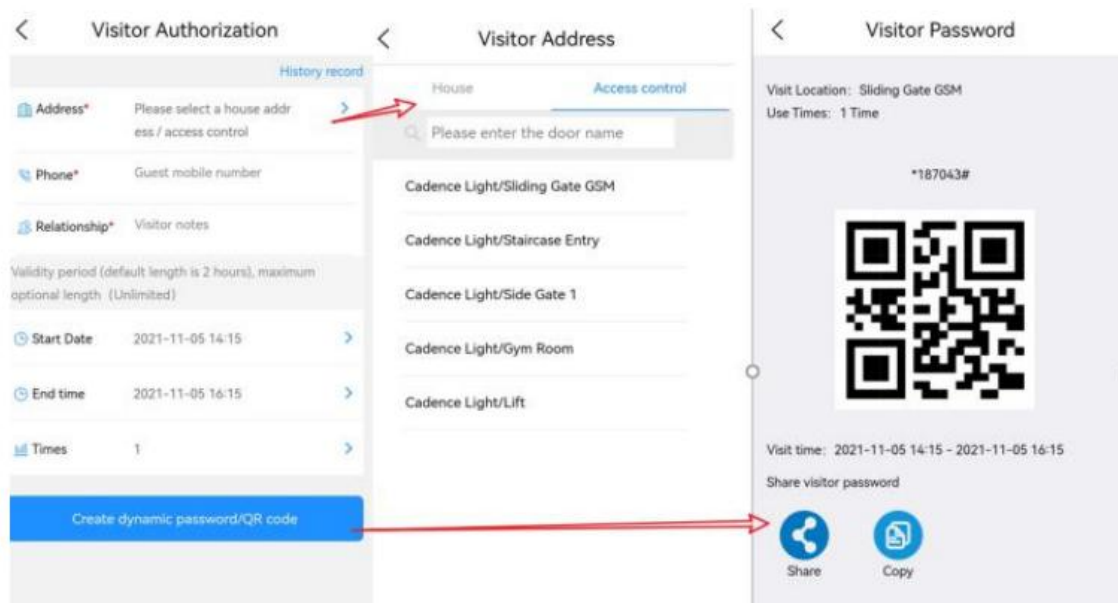


B) Door open way

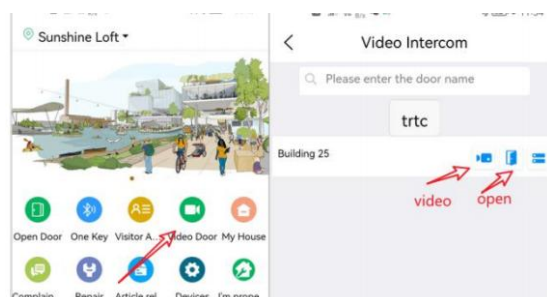
B1: mobile app remote control

B2: Bluetooth open when you are within 10 meters distance to the device and turn on the mobile phone blue tooth or gprs button

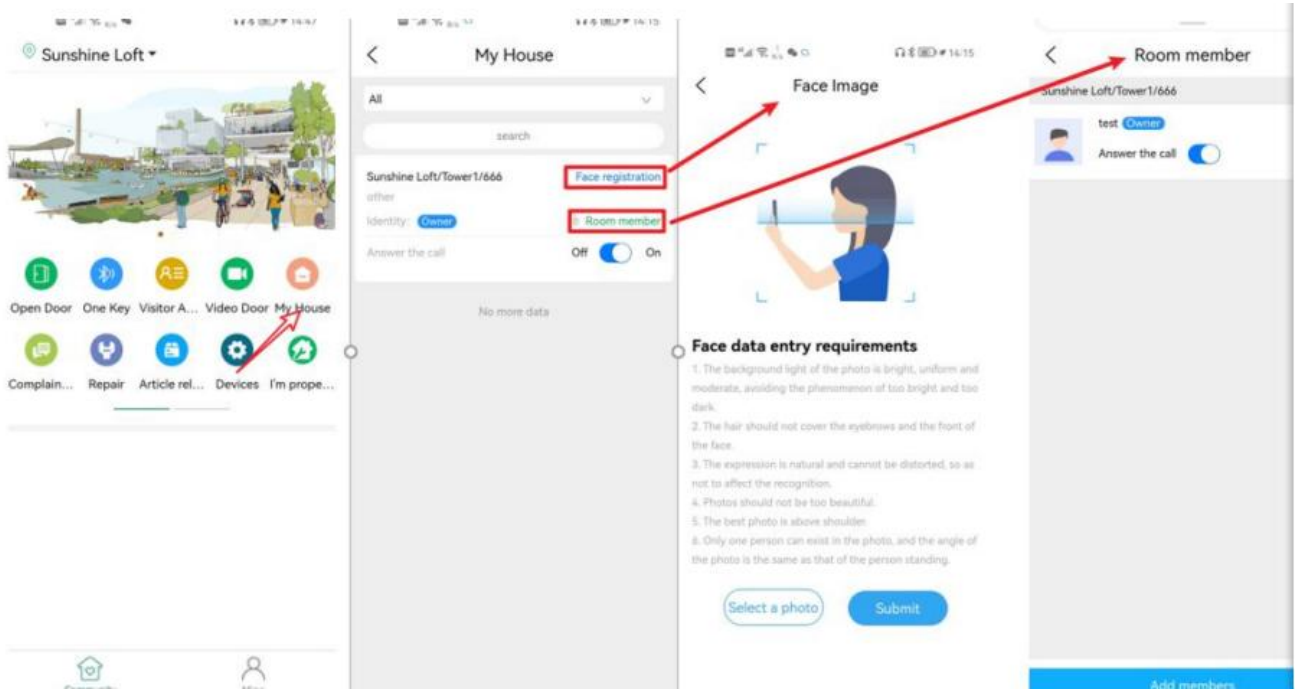
B3: Visitor password or qr code generator



B4: Video surveillance at the door (Only supports visual devices)



B5.Sintronic complete cloud access control solution



4.App whole page

