



Golmar GCloud

GCloud Installer website



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1. INSTALLER WEB SPECIFICATION

Golmar GCloud installer website (<https://GCloud.golmar.cloud>), is the web application to manage and register all devices which belong to the GCloud eco-system. The website is a link to manage the GCloud sites and panels remotelly.

Account specifications: Each installer account can hold different Sites with the following specifications.

- 100 x Blocks per Site
- 100 x Panels per Block
- 1000 x Apartments/users per Block
- 256 CCTV cameras and 6 SIP servers per panel

The GCloud eco-system keeps evolving. This manual refers to the release 1.0 of the installer website.

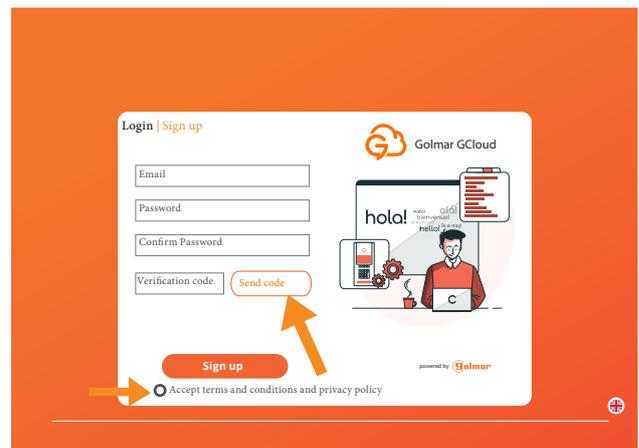
2. SIGN UP

2.1 Create an account on GCloud installer website

To create an account on GCloud installer portal, visit <https://GCloud.golmar.cloud>. Once there start a Sign up process.



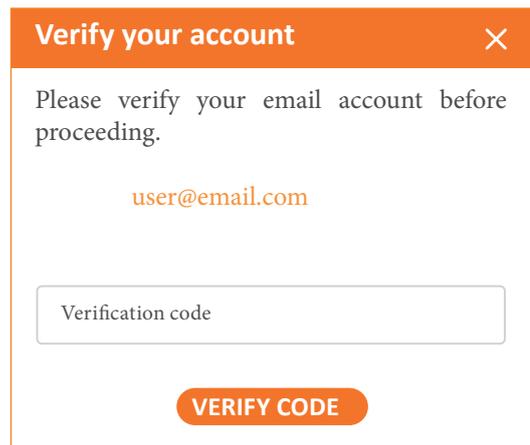
To create an account in GCloud installer portal, visit <https://GCloud.golmar.cloud> and click on Sign up.



Fill in the email address and create a password. Accept the Terms and Conditions as well the privacy policy, then click over Send verification code.



Now access the Login page at Gcloud installer portal. Input your email and password to access.

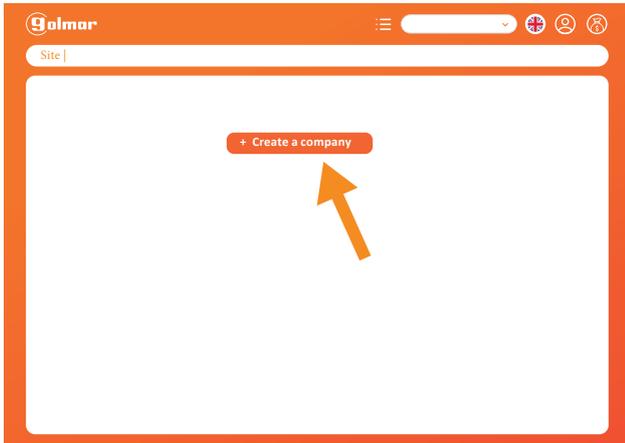


If it is the first time to get logged in, you will be requested for a final verification code, which will be sent to the email address where you registered the account. You will have received an email from GCloud Account verification.

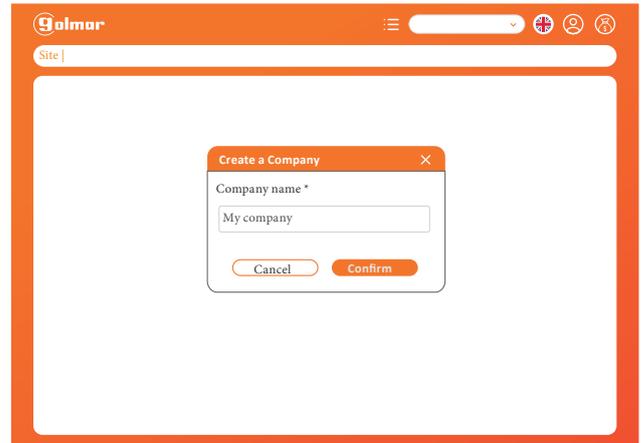
Check your email, you should receive an email from GCloud accounts, Copy the code sent and type into the verificaton code field.

2.2 Create a company

The first step is to create a company. Click over the button “Create a Company”. This is a mandatory step and might be useful to identify your installer account in case of support request.



Click over create a company

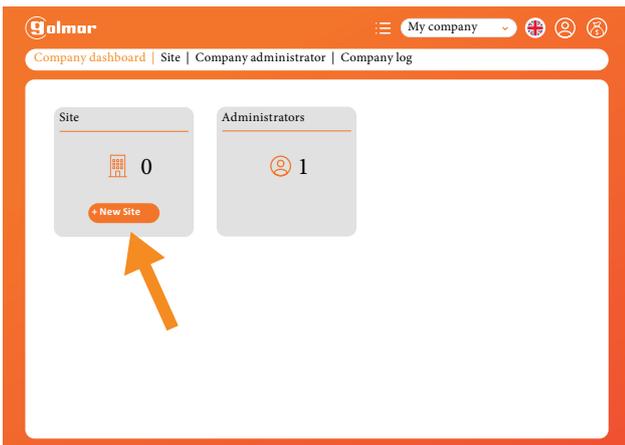


Type a name for the company

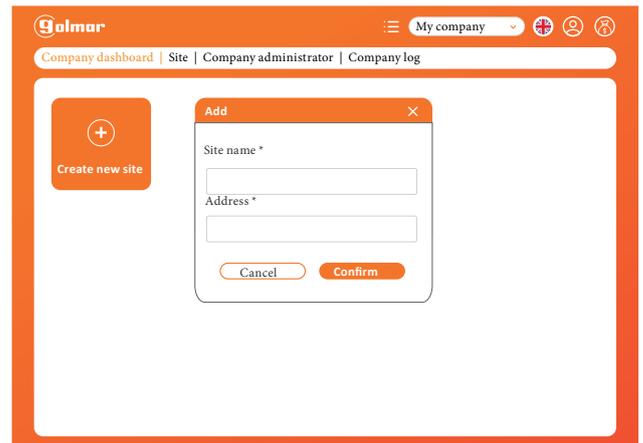
3. SITE AND BLOCKS CREATION

Once the company has been created, now it can be created a site and the different elements of the site:

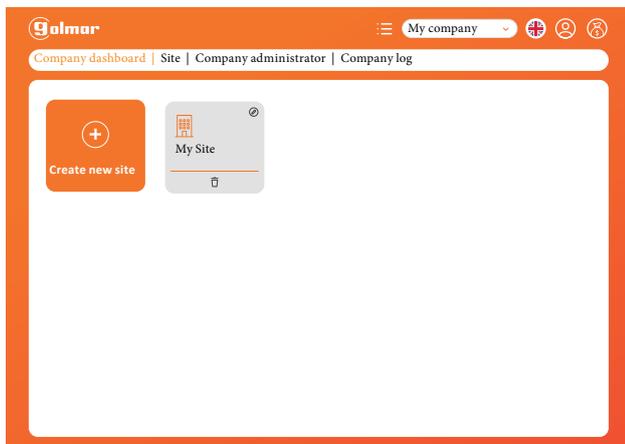
- Blocks, Panels, Apartments and users



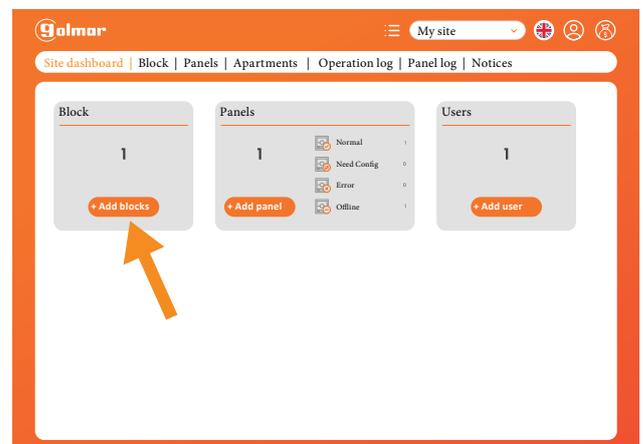
Click over +New Site.



Type a name for the Site and its address.



The site has been created. Now click over edit to add panels, blocks and users.

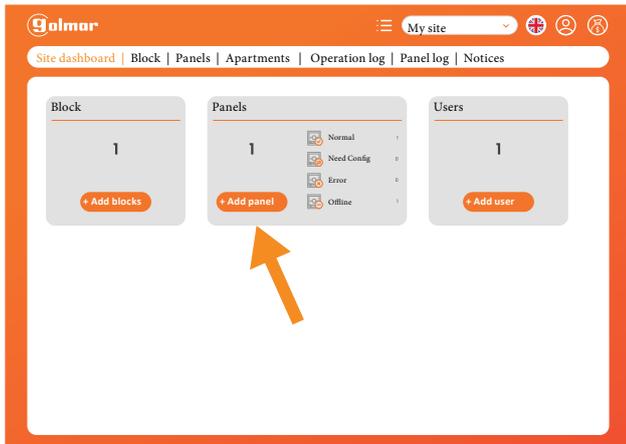


Add as many blocks as you need. You will need to provide a block name and a block number, which will identify the block in the call dialling address.

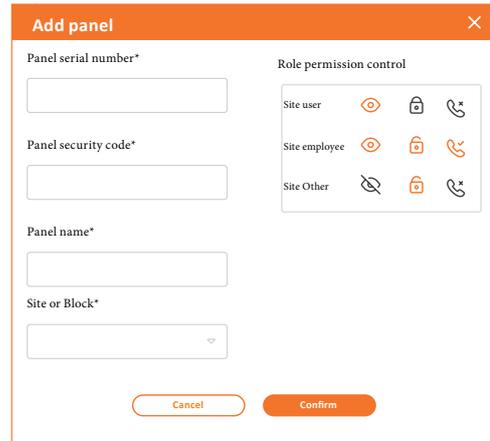
Note: It is not mandatory to create blocks,. the Site could be simply composed by panels and users. The blocks is helpful to create the Site architecture an relations between panels and users.

4. PANELS

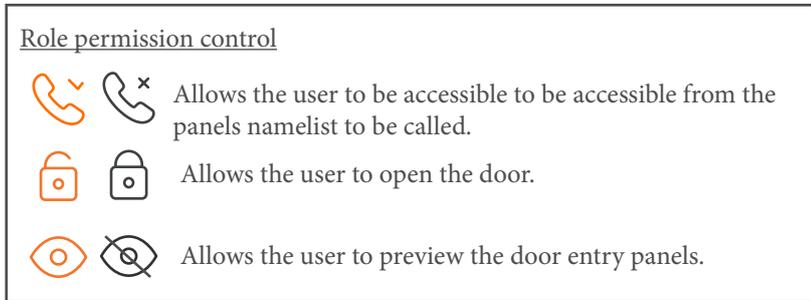
In this section you can add the panels. It is not necessary that the panel is now online yet, if we register the panel not being connected this will show the status **Offline**



From the site dashboard, click over +Add panel.



Add the panel serial number and security code, which you will find as explained in the description of this window. Set for this panel, for the different users roles which permissions will be enabled.



4.1 Find the security code in 6502/GCloud

To find the security code in 6502/GCloud panel follow those steps. For further information visit the panel installer manual in www.golmar.es



Press 5 times over the 1st navigation button and enter the "2718" password*.



Navigate through the options by using the arrows and press validate to access to the last option, the question mark option.



Select the last option for information.



Find all parameters such as IP address, the MAC and the cloud panel serial number (UID) of the panel and the security code.

*It is warmly recommended to change the default panel's password.

4.2 Find the security code in 6509/GCloud

To find the security code in 6509/GCloud panel follow those steps. For further information visit the panel installer manual in www.golmar.es



From the Call menu page, press the combination: * 99



Add the default password 0000 *



Access the section "About" to find the panel identification code and the security code.

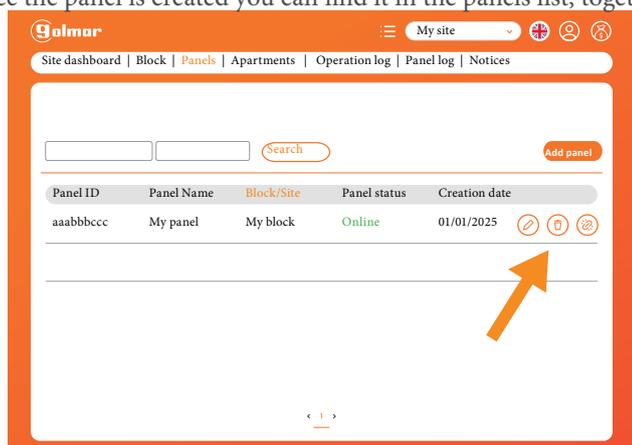


Add the parameters into the Gcloud installer website in "+Add Panel" field section.

*It is warmly recommended to change the default panel's password.

4.3 Panels listing

Once the panel is created you can find it in the panels list, together with other panels you may have created. In this page you can:



- Edit the panel settings.

- Unbind the panel: In the case you need to disconnect the panel from the site, but you will connect it again later. You will be requested again for the panel UID and security code for binding.

- Delete the panel: This action will totally delete the panel from the site, being possible to register it in other sites.

The listing page is powered with a Search engine to find the Site panels by different parameters.

4.4 Edit panels settings

In the panel edition page, you will be able to change panel parameters across the options available at each tab. Some of the panel settings are managed locally by the panels installer menus or the panel webserver. Refer to the panel installer manual for more details.

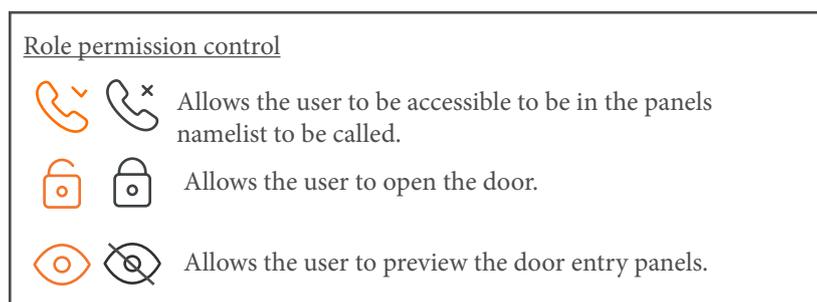


A- Panel details

In this section you will find some panel cloud data, like the device model, the serial number and the software version. It is possible from this tab to modify the panel name or the location in the Site. It is possible to relocate the panel as general panel, if it is in the Site area or in a particular block.

B - Access control

In this section it is possible to determine the role permissions available in the panel. Those parameters were set in the panel creation but in this section can be modified.



C - SIP settings

In this section it is possible to register the panel in a third party SIP PABX/server. The SIP server can be targeted in the local network as well as in the cloud. We will need to add some parameters like:

Displayed name: The name to identify this SIP server.

Server: The location of the server, whereas it is an IP address in the local network or an URL.

Port: The port used for the communications with the SIP sever provider.

TCP/UDP: The communication protocol.

Account: Account name credential used in the SIP server provider.

Password: password to register the device.

D - DTMF settings

In the SIP protocol there are three main commands which can be activated using different digits. Select the option which is required for the SIP VoIP telephone or SIP server where the panel will register:

- Activate the door lock 1 (normally *).
- Activate the door lock 2 (normally #).
- Establish the communication (normally 0).

E - Guard unit settings

6502/GCloud and 6507/Gcloud have direct buttons to call guards. If there is only one guard they will call directly to the guard address, if there is more than one guard registered it will display the available guards list.

The guard is associated to one of the binded users, which will be assuming the role of guard. Therefore this user needs to be created first (refer to section 3: Adding users).

- *Guard unit name*: Establish the name which will be displayed in the panel.

- *Site or Block*: Select where does the Guard belongs to. If it is a block, it will be listed on its block panels.

- *Address*: Select which user from the users list is going to take the role of Guard.

F - CCTV Settings

In this section it is possible to add CCTV IP cameras. The cameras are linked to the panels, since the communication with the cloud is managed by the panels itself. So the CCTV camera must be in the same network range and in the same physical LAN where the panel is located.

Despite the communication in between the panel and the camera is set by ONVIF, Golmar only grants full compatibility with Golmar cameras.

- *Name*: Establish the name to be shown in the application for this camera.

- *IP/RTSP*: This parameters determines where is the address targeted for the camera. It can be an IP address or an RTSP path.

- *User name*: The user name to access the webserver of the camera.

Password: The password used to access the webserver of the camera.

- *Stream*: Which stream is to be used.

- *Permission*: This option determines if the camera is accessible for all the users which are associated to this panel, or if there are restrictions and the rights to preview this camera is limited to certain users, which will need to be selected from a list.

G - General settings

In this section you can manage some parameters of the panel such as:

Time zone: Set the time zone, so the panel will display the correct time.

Unlock access: Determine if the panel has one or two locks.

Date format: Set the different formats for displaying the date (dd/mm/yyyy , mm/dd/yyyy or yyyy,mm,dd).

Time format: Set in between AM/PM or 24h format.

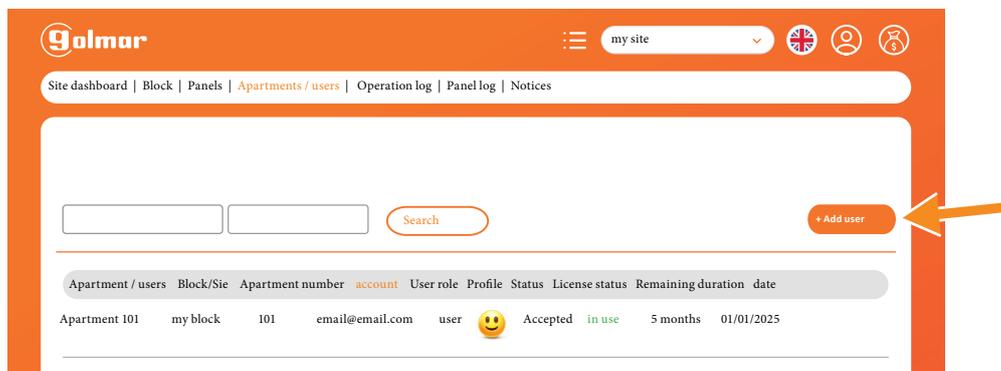
Automatic snapshot: Set if the panel takes a photo of the visitor or not.

Villa mode: It enables the villa mode function. With this function enabled, the panel will directly call to the associated address by pressing the bell button (only available on 6502/GCloud).

5.APARTMENTS/USERS

In the apartments/users section, you will be able to add and create the structure of all apartments and enroll users for this site. As installer of this panel, when adding the panel to the site, you will get a free License valid for 13 months, which purpose is to be used for installation support, panel testing and first site support.

To add apartments to the site click over Add user / apartment.



5.1 Adding apartments & inviting users

Once click over +Add user, a pop up window will be displayed, you will be able to create the structure of apartments in the system and locate them physically in the Site. Invite the users or reserve the users to be invited later.

The 'Add apartment/user' pop-up window has an orange header with a close button (X). It contains several input fields and a list of available licenses. The fields are: 'User email*' (text input), 'User role*' (dropdown menu), 'Apartment / user name*' (text input), 'Surname*' (text input), 'Site or Block' (dropdown menu), 'Apartment number*' (text input), and 'Available licenses' (checkbox list). At the bottom, there are two buttons: 'Cancel' and 'Confirm'.

- *User email:* this is the email where it will be sent the invitation QR code.

- *User role:* The role which you provide to the user, will establish certain rights on each panel, depending on how it has been set in the panel access control section (see 4.4-B).

Apartment name and surname: Those fields refer to the name that it will appear in the panel's namelist. Both fields are mandatory. Yo can writte a user name type: Name: "John" Surname: "Smith" or an apartment structure addressing for example Name: "Apartment" Surname "101"

- *Site or Block:* Here you can determine the physical location in the site of the apartment, whether it belongs to the Site area (not linked to any of the existing blocks) or if it belongs to a block.

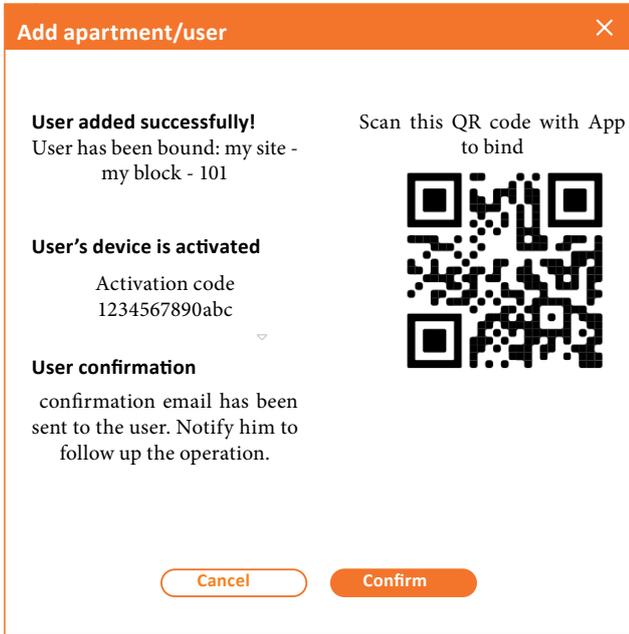
- *Apartment number:* This is the dial code which will be used to call this apartment. You can use numeric or alphanumeric characters*.

- *Available licenses:* You can at this point add a license to this apartment if there are available in your installer account. It can be performed later too.

*Check the panel 6507/GCloud version if it accepts or not alphanumeric characters. 6502/Gcloud does accept it.

Important:

It is not mandatory to associate the licenses at this point. A complete Site can be delivered to a building manager or building property corporation without having yet associated the licenses, delegating on them this job. Alternatively it is possible to deliver the complete site with the associated licenses activated, so they will need only to enroll the end users which will be staying at this apartment.



When an apartment is created, you may directly have used the final end user email if you knew it, or your own email address, simply to generate the QR code and to leave the site finished.

Everytime and apartment is created or a user is bound, an email with the invitation instructions is sent to the user email address which you have added.

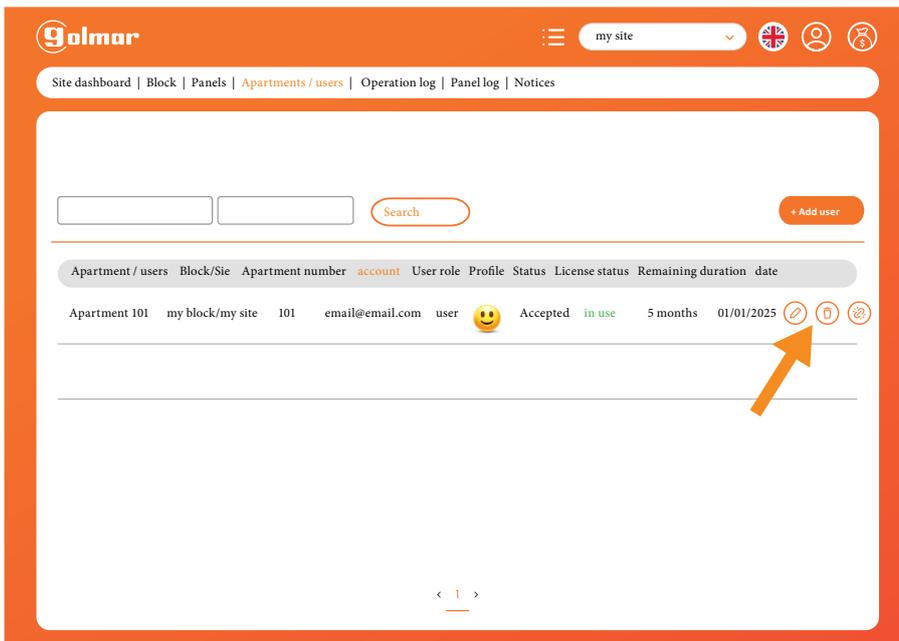
This email is not final!! You can use your own email if you do not know yet the user's email, being possible to resend the email with the generated QR code in it afterwards, when the final end user email account is known.

Even you can unbind and bind the apartment again to resend the email to the end user, not being even necessary to forward the email from your own email account. The system will send it automatically.

This procedure opens several options in front of the different actors of a site, to determine who will enroll the End user finally:

- Installer → End user
- Installer → Building administrator → End user

5.2 Apartments/Users listing



- Edit the apartment settings.

- Unbind the apartment: In the case you need to change the existing user that belongs to this apartment, you need first to unbind it and then invite a new one by the bind action.

Bind apartment: This action will allow you to invite a new user to this apartment, by keeping the same license if it was still valid.

- Delete the apartment: This action will totally delete the apartment/user from the site. This action will totally remove the user and this cannot be restored.

Important: This action will result that if this apartment had a still valid license, it will be lost!!

- Disable profile: If a user pushed a profile picture shown in the panel namelist, you can disable it.

The listing page is powered with a Search engine to find the Apartments or users by different parameters.

5.3 Apartments/users edition

When editing a user different options will be available.



A- Apartment detail

In this section you will be able to edit general details about the apartment or user, like the Name and Surname, which will be displayed in the panel namelist, as well the user role and its physical location in the Site.

It is possible to associate now at this point the license for this apartment. There are different type of licences. To get the licences into your account, you should contact the commercial delegate fof Golmar to assist you.

In this section it is also possible to unbind a user, this is done when an end user with an email account leaves the apartment , so we leave the account free for next end user coming.

B - Devices

In this section you will see all panels which are available in the physical location of the apartment.

- Panels from the Site.
- Panels from its own Block.

At this page, it is possible to determine which panels should be available for this apartment. For example a Block with two staircases, which you would like to segmentate the users, some users can preview and be called from one panel and the other users from the other. In this way you do not need to create two different blocks.

Device name	Device ID	Block/Site	Access rights	Access status	Creation date
my panel	ACBDE123456	my block	Preview,Unlock,Call	<input type="checkbox"/>	01/01/2025

C - SIP settings

In this section you can register an apartment into a third party SIP server (serve mode) or to a local SIP device in the local network (P2P mode).

Even the call goes to a SIP device in the local LAN, the apartment has to hold a valid license to be operative.

P2P Mode:

This mode allows to add up to 6 different target SIP VoIP devices. Type the corresponding IP address.

Note: The IP address must stay in the same range as the entry panel.

Server Mode:

This mode allows to add up to 6 different user accounts as a SIP target device, which need to previously exist in the associated server. Fill in the following data:

Panel: Select which panel should show this user SIP account. The panel also needs to be registered previously in the SIP server (see 4.4-C).

Server configuration: Refer to the panel server setting.

Account: Refers to the target account registered in the SIP server to which the user should be associated. Up to 6 different accounts can be linked.

D - Card settings

In this page you can add fobs or proximity cards for a user. Although it is possible to add the card or fob number manually, it is highly recommended to use the USB reader from Golmar USB-1356.

Click on **+New card** to add a proximity cards or keytag credential for the user.

Name: Add a name which will identify the credential. This credential can be afterwards removed from the panel or the web portal.

Full card number: The credential card ID number can be added manually. In this case you can select to add the full number or the facility code and card number (certain manufacturers use this way of input). If using the reader, you will be requested to install the driver and then a pop up window will request to present the card, see figures underneath.

Unlock option: Select whether this card can activate lock 1, lock 2 or both.

Number of uses: You can limit the number of uses of this credential or give unlimited number of uses.

Validity time: You can establish the validity time window which this credential is valid. The accuracy is set in minutes, hours and days from the calendar. You can establish a start date and a finish validity date.

Panel synchronization: determine which panels will accept this credential.

If the card reader is not found, the system will request to install a valid driver. Latest drivers will be shown.

Once the driver is installed, the card reader will work and it will be requested to show the fob over the reader for reading.



6 NOTICES

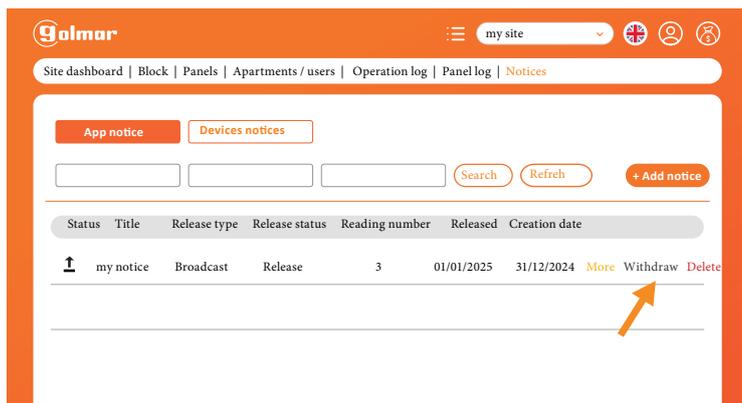
The notices are advertisements or communications which are sent from the building management to the site residents.

There are two type of notices:

- *App notices*: Refer to the notices sent from the GCloud installer website to the user's Golmar Gcloud application.
- *Device notices*: Refer to the notices sent from the GCloud installer website to the panels.

6.1 Notices listing

When creating notices they will appear listed in the Notices page. You can perform different actions from the list.



- *More*: Check notice details.
- *Withdraw*: Remove the notice, make not visible.
- *Release*: Make visible the Notice.
- *Delete*: Remove definitively the notice from the app or panel.

The listing page is powered with a Search engine to find the Notices by different parameters.

6.2 App notices



To create an App notice, first select App notice (1) and then Click over +Add notice (2).

In the next page fill up the fields with the necessary information:

Target device: Select the users, to which the notice will arrive to the Golmar Gcloud App. It can be single users, a group of users or it can be a Broadcast. Broadcast will make popular the notice among all site users.

Title: Set a title to identify the notice.

Picture: Upload a picture which will be sent along with the notice.

Note: Images to be loaded in JPG format.

Content: Add extended explanation and details text for the notice.

End time: Establishes when the notice will end and therefore disappear from user's App Notices area. Note that if a notice is not released from the listing page, it won't be sent to the apps.

6.3 Device notices



To create a Device notice, first select Devices notice (1) and then Click over +Add notice (2).

In the next page, fill up the fields with the necessary information:

Target device: Select the panels, in which the notice will be displayed. It can be a single panel, a group of panels or it can be a Broadcast. Broadcast will make popular the notice among all site panels.

Title: Set a title to identify the notice.

Picture: Upload a picture, which will be sent along with the notice.

- Note:**
- In panels 6502/GCloud the picture format must be 16:9, while in panels type 6507/GCloud the picture must be 9:16 format.
 - Images to be loaded in JPG format.

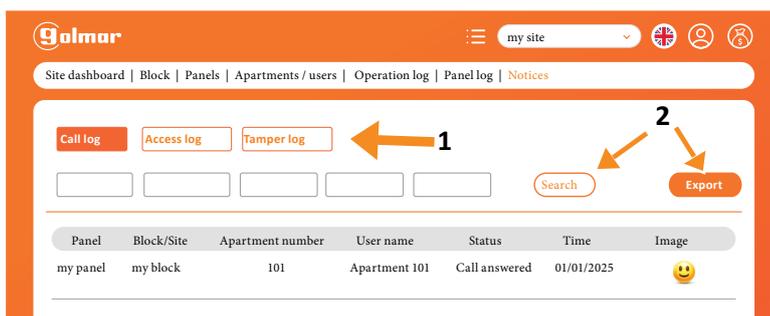
Time Range: Establishes the validity time of the notice, during which it will be displayed in the panels. Note that if a notice is not released from the listing page it won't be shown in the panels.

7 OPERATION AND PANEL LOGS

The installer website allows to check the different logs, result of the use of the devices in the system.

7.1 Panel logs

The Operation log, shows the different actions performed by the daily use of the system. The page is powered with a Search engine to find a particular event.



(1) Select the type of logs you would like to list:

- **Call log:** Refer to all call processes in the site.
- **Access log:** Refer to all access processes in the site.
- **Tamper log:** Refer to the tamper alarms created by the panels. Tamper alarms notifications are also sent by email to the administrator email account which is owner of the site management.

(2) The panels' log page, is powered with a Search engine to find the events by different parameters. It is possible to export the list to Excel file for a more convenient search or data processing.

7.2 Operation logs

The operation logs shows the different actions performed in the installer account, like create blocks, create panels, create apartments or bind them to the accounts. The page is powered with a Search engine to find a particular event.



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