

STORLOGIX CLOUD ADMIN PORTAL MANUAL



2023

PTI SECURITY SYSTEMS

STOR LOGIX CLOUD

PORTAL MANUAL

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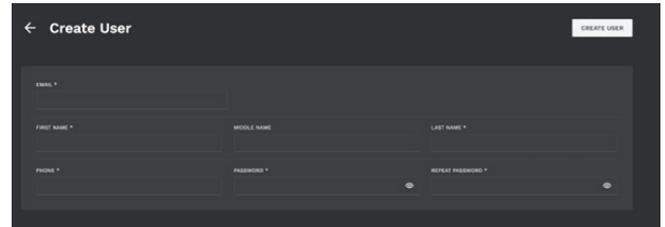
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REGISTRATION PAGE

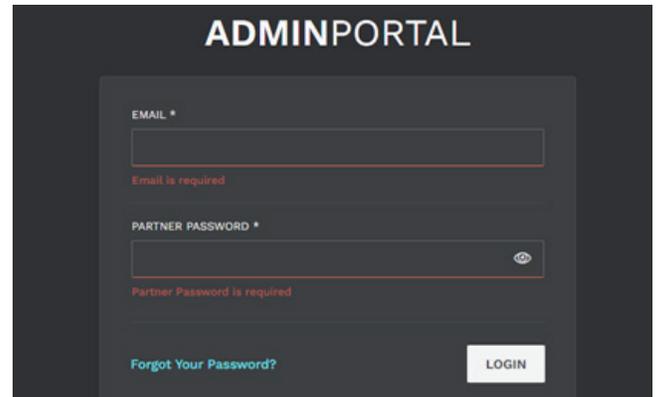
Dealers must create their own AP User account in the Admin Portal to become a dealer.

- Individuals will first need to click on the link found within an invitational email and navigate to the **Registration** page.
- Complete all required fields which include:
 - Email
 - Phone
 - Once completed, click **Create User**.

A screenshot of the 'Create User' registration form. The form is dark-themed and includes fields for 'EMAIL *', 'FIRST NAME *', 'MIDDLE NAME', 'LAST NAME *', 'PHONE *', 'PASSWORD *', and 'REPEAT PASSWORD *'. A 'CREATE USER' button is located in the top right corner.

LOGIN PAGE

- Once registered, open the **Login** page and enter your personal credentials to login.
- **Agree with Terms of Service** and you will be navigated to this page after clicking on **Login** button (only for first Login).

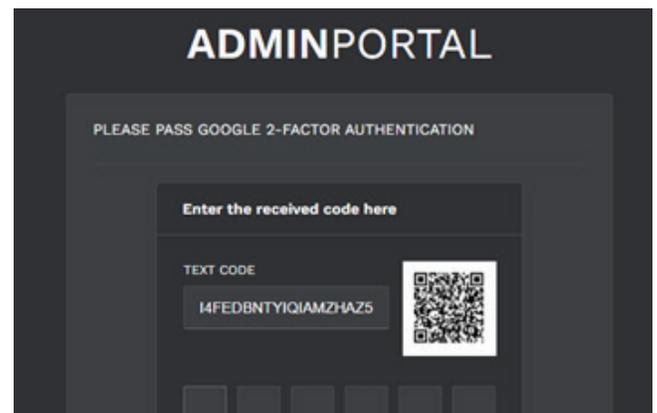
A screenshot of the Admin Portal login page. The page is dark-themed with the title 'ADMINPORTAL' at the top. It features input fields for 'EMAIL *' and 'PARTNER PASSWORD *'. Below the email field, it says 'Email is required'. Below the password field, it says 'Partner Password is required'. There is a 'Forgot Your Password?' link and a 'LOGIN' button.

TWO FACTOR AUTHENTICATION (2FA) SETUP

When you Login for the first time, you are required to setup 2FA after confirming Terms of Service.

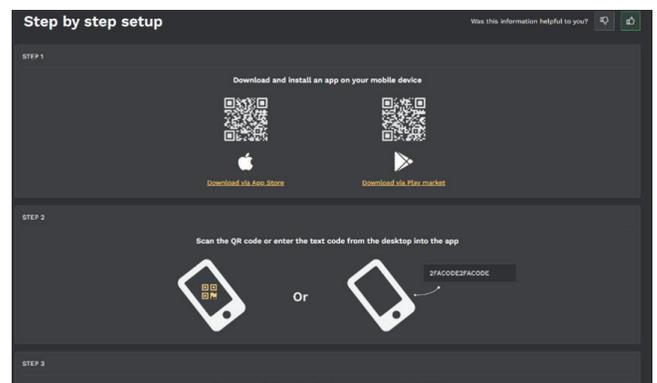
To setup 2FA you need a mobile phone with a pre-installed version of the Google Authenticator app.

- Scan the QR-code (or enter text code manually)
- Enter a 6-digit code from the app to AP

A screenshot of the Admin Portal 2FA setup page. The page is dark-themed with the title 'ADMINPORTAL' at the top. It says 'PLEASE PASS GOOGLE 2-FACTOR AUTHENTICATION'. Below this, it says 'Enter the received code here'. There is a 'TEXT CODE' field containing '14FEDBNTYIQIAMZHAZ5' and a QR code. Below the text code field, there are five empty boxes for entering a 6-digit code.

Note: there is a guide which you can open by clicking on "Do you need help setting up?"

Once you finish you will be logged in and navigated to SLC Accounts page.

A screenshot of the 'Step by step setup' guide for 2FA. The page is dark-themed and shows three steps: STEP 1: 'Download and install an app on your mobile device' with QR codes and links to 'Download via App Store' and 'Download via Play market'; STEP 2: 'Scan the QR code or enter the text code from the desktop into the app' with a QR code and a '2FACODE2FACODE' field; STEP 3: 'Enter and verify the authentication code generated by the app'.

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MANAGING AN AP ACCOUNT

Adding a New AP Account

To add a new account:

- Open the sidebar and navigate to the AP Accounts page.
- Click on **Add New AP Account**.

Inside the AP Account details reveals specific details about the AP Account.

- Dealers can see the list of all users in this AP Account
- Dealers can open a detailed view of each User
- Dealers can invite new AP Users to the AP Account

Editing an AP account

Once inside the AP Account Details section, dealers can see information about AP Account and edit the AP Account.

- Dealers can see list of all users in this AP Account
- Dealers can open a detailed view of each User
- Dealers can invite new AP User to this AP Account

MANAGING AP USERS

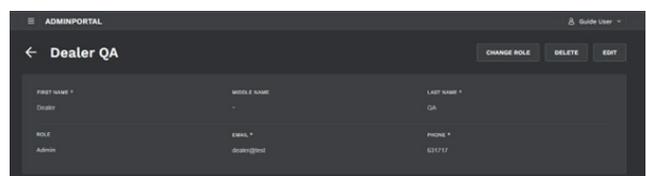
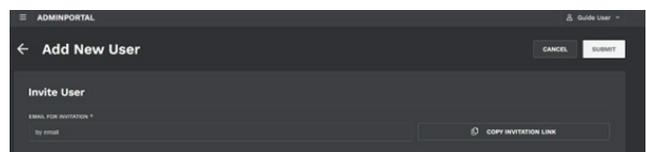
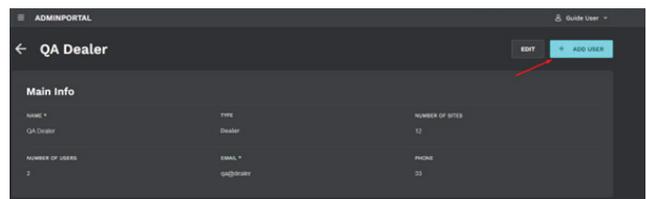
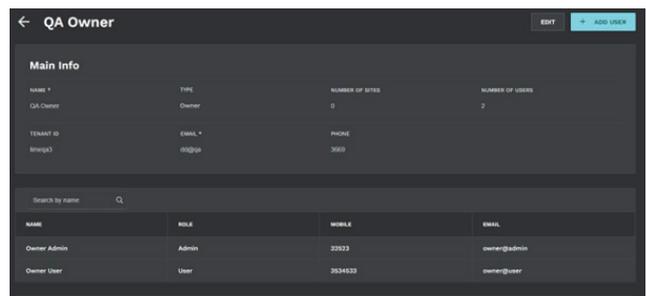
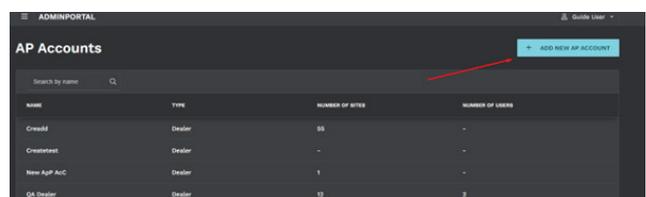
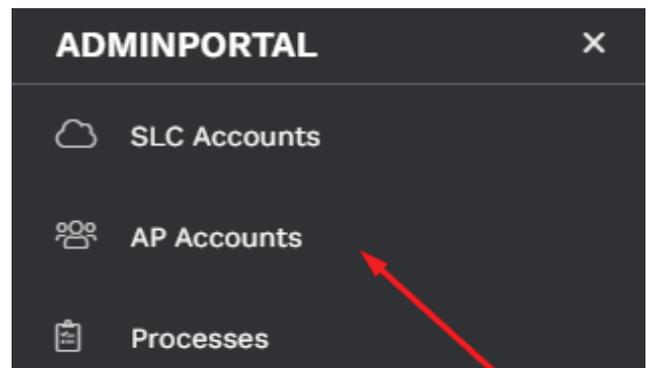
Adding an AP User

To add a user:

- Click on the **Add User** button
- Enter a valid email
- Click **Submit**

The user will receive invitation link.

*Note: Only a Dealer Admin can change a User's Role. To Change roles, go to back to the Details Page and select **Change Role**.*



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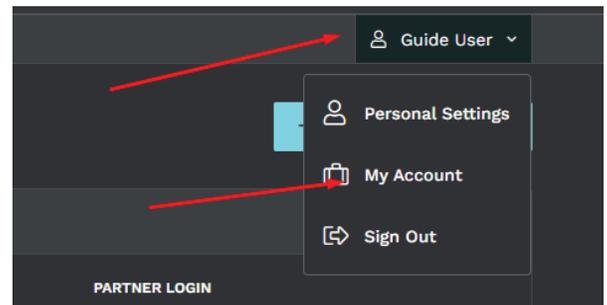
Dealer Administration

My Account

The My Account page is designed for Dealers who desire to edit their own AP Account.

- Open My Account details by clicking on **Username** and then click on **My Account**.
- Dealer admins have full administrative privileges to AP Accounts without restrictions including:
 - Edit
 - Invite User
 - Change Role
 - Edit User
 - Delete User

Note: As a Dealer User, you are able to see details about AP Accounts and AP Users only. You cannot Edit, Change Role, Edit User, and Delete User.



MANAGING SLC ACCOUNTS

Dealers only can see specific Accounts they have been “Assigned”.

ACCOUNT NAME	NUMBER OF SITES	URL	PARTNER LOGIN
Numeric	8	8279992	LOGIN
updatestest	161	updatestest	LOGIN
dhsq2	25	dhsq2	LOGIN
dhsq3	2	dhsq3	LOGIN
Instance 2	2	Instance2	LOGIN
Image-Testing	8	Image-Testing	LOGIN
Image3	8	Image3	LOGIN
Multi Site2	2	MultiSite2	LOGIN
success1	1	success1	LOGIN
success2	0	success2	LOGIN

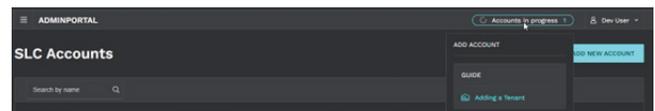
Adding a New SLC account

On the SLC Accounts page, create a new SLC Account (account name) by selecting **Add New Account**.

Fill in the required fields:

- Account Name
- Tenant ID (unique per environment)
- Click the **Add** button.

Once the process is started, the header will display a new along with the current process status. In **Accounts in Progress**, will also display the tenantid and status of job.



Once completed, a notification will appear and the header job will disappear. (Notification for failed jobs will also be displayed).

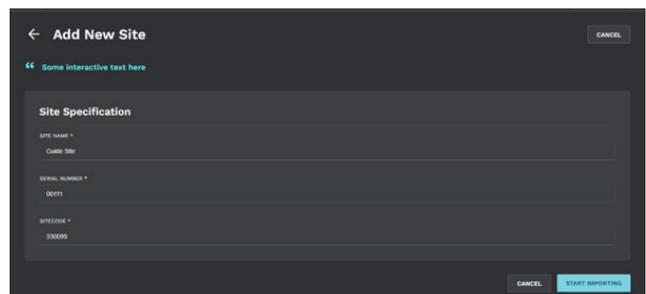
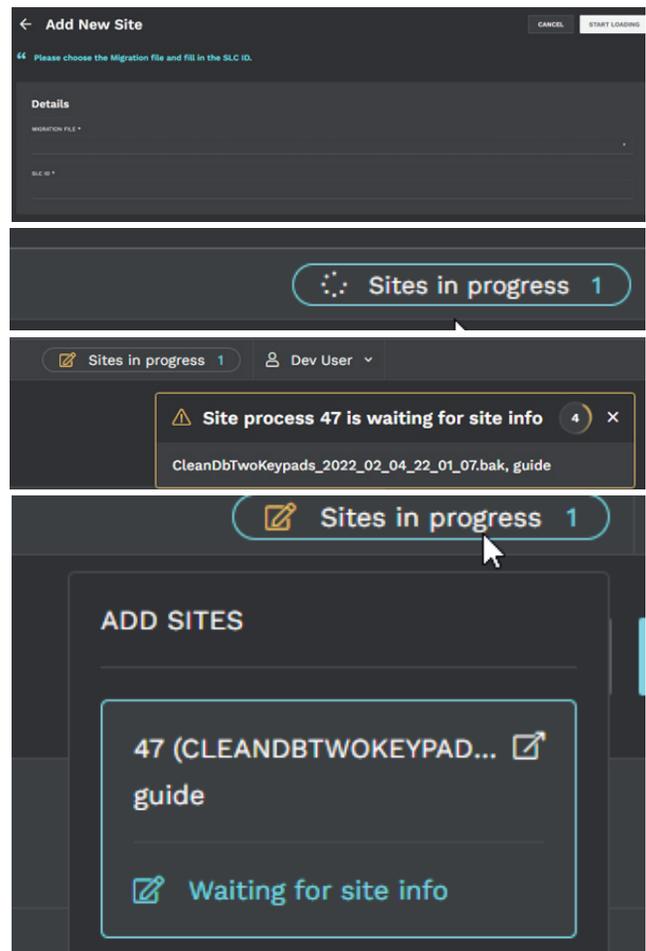
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Adding a SLC Site

To create a new SLC Site

- Open the SLC Account Details and click on the **Add Site** button. Fill in the required fields.
- Select the **backup file** from the drop-down list and provide SLCID and click **Start Loading**.
- The new job will appear in Header with current status, Process ID, Filename, TenantID.
- Once the Process changes status to **Waiting for Site Info**, the icon in Header will change and a notification will be displayed.
- Proceed with **Add Site Creation** by clicking on **Process** in Header.
- Complete the following:
 - A unique Site Name
 - A unique Site Code
 - A unique Serial Number
 - Click **Start Importing**
- Once the process is finished, you'll receive a notification and the job will disappear from the header. You can now open SLC Site Details from SLC Account Details.



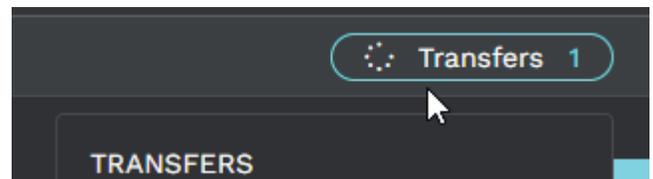
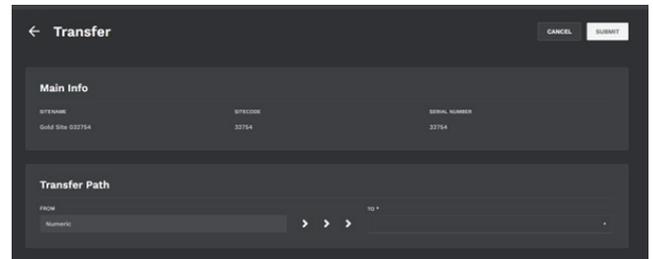
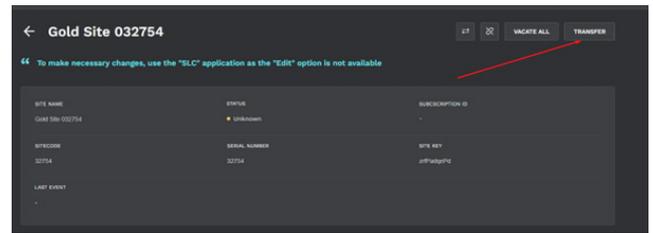
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Transferring a Site

To Transfer Site from one SLC Account to another,

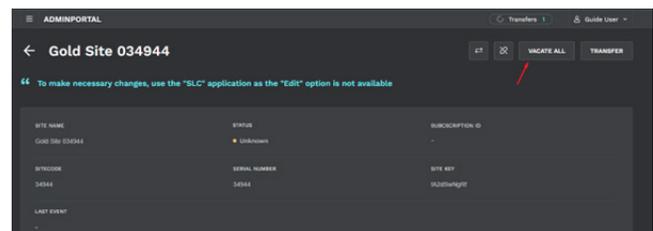
- Open the SLC Site Details – then click on **Transfer**.
- On the Transfer page you should select SLC Account to which you plan to Transfer Site and click **Submit**.
- A new job will appear in Header with Site Name, From and To SLC Account.
- Once the process is finished you will receive notification.



Vacating a Site

User can vacate a site by:

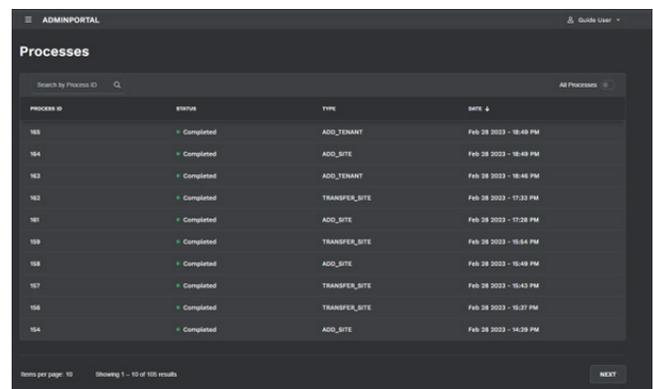
- Opening the SLC Site Details
- Click on **Vacate**



REVIEWING PROCESSES

On this screen, the following can be viewed:

- A list of all Processes (Add Site, Add Account, Transfer Site)
- Their status
- Other detailed information
- Note: By default, this page displays only Completed Processes. If you click on Toggle, it will show All Processes (Failed and In Progress as well).



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- Dealers can open detailed information about any Process. Based on Process type, there will be a bit of different information and different milestones for each process.

Processes

Search by Process ID

All Processes

PROCESS ID	STATUS	TYPE	DATE
166	Failed	TRANSFER_SITE	Mar 1 2023 - 11:31 AM
165	Completed	ADD_TENANT	Feb 28 2023 - 10:49 PM
164	Completed	ADD_SITE	Feb 28 2023 - 10:49 PM
163	Completed	ADD_TENANT	Feb 28 2023 - 10:48 PM
162	Completed	TRANSFER_SITE	Feb 28 2023 - 11:23 PM
161	Completed	ADD_SITE	Feb 28 2023 - 11:28 PM
160	Failed	TRANSFER_SITE	Feb 28 2023 - 11:18 PM
159	Completed	TRANSFER_SITE	Feb 28 2023 - 10:54 PM
158	Completed	ADD_SITE	Feb 28 2023 - 10:49 PM
157	Completed	TRANSFER_SITE	Feb 28 2023 - 10:43 PM

Items per page: 10 Showing 1 - 10 of 146 results

Process

Main Info

PROCESS ID	STATUS	TYPE	CREATED BY
164	Completed	ADD_SITE	Dev User

CREATED DATE: Feb 28 2023 - 10:47 PM
LAST UPDATED DATE: Feb 28 2023 - 10:49 PM

Attributes

TENANT_ID	BACKUP_FILE	SUBSCRIPTION_ID	TENANT_ID
164	CloudStorageBackup_2023_02_28_...	-	164

Attributes: SITE_NAME: Gold Site 064823, SERIAL_NUMBER: 064823, NEW_SITECODE: 064823, SITECODE: 3300H

Milestones:

- Assign Site to AP Account
- Setup Sitekey
- Update site name

Process

Gold Site 064823 064823 064823 3300H

Milestones:

- Assign Site to AP Account
- Setup Sitekey
- Update site name
- Pair Subscription with Site
- Request
- sp_CreateDefaultOperator
- sp_CreateOperatorSiteHierarchyForAssignedFaaS
- sp_CreateOperatorSiteHierarchy
- sp_CreateStandardOperator
- sp_CleanupSecurityRecords
- sp_CreateEventFilters
- sp_UpdateLogServerSettings

ADMINPORTAL

Process

Main Info

PROCESS ID	STATUS	TYPE	CREATED BY
166	Failed	TRANSFER_SITE	Guide User

CREATED DATE: Mar 1 2023 - 11:28 AM
LAST UPDATED DATE: Mar 1 2023 - 11:28 AM

Attributes

TENANT_ID	FROM_TENANT_ID	SITECODE	SITE NAME
166	0278992	02784	Gold Site 02784

Attributes: BACKUP_FILE: 166_TENANT_ID, TENANT_ID: 0278992_2023_03_01_08_28_03.ba..., @Backup_Smp

Milestones:

- sp_DeleteSite

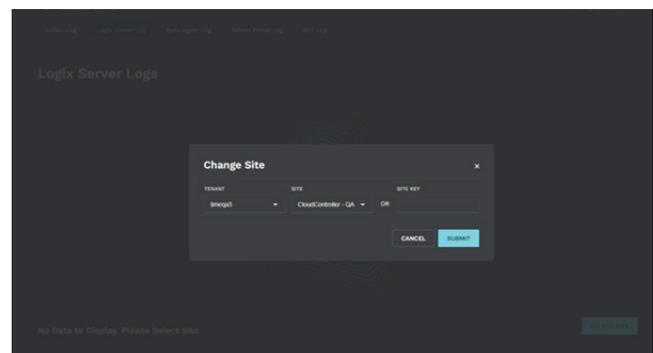
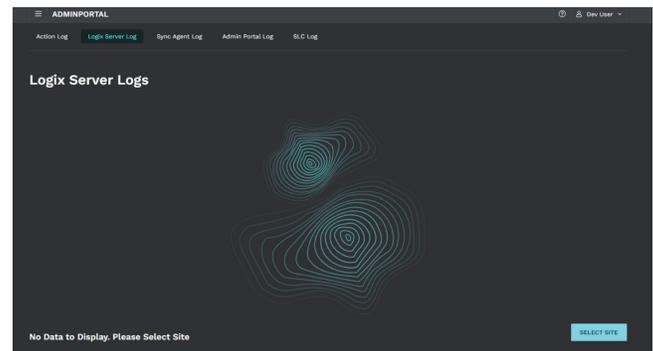
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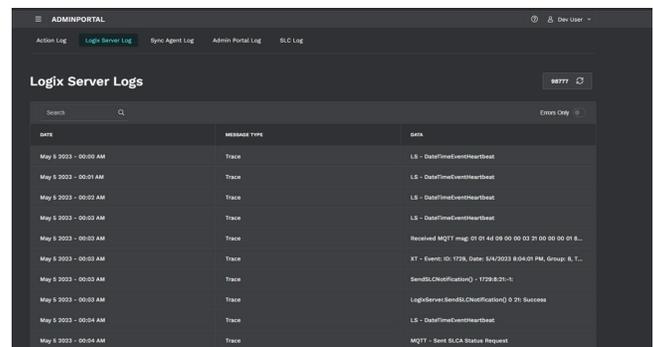
LOGIX SERVER AND SYNC AGENT LOG

Logix Server and Sync Agent Logs will display logs based on selected site or site-key.

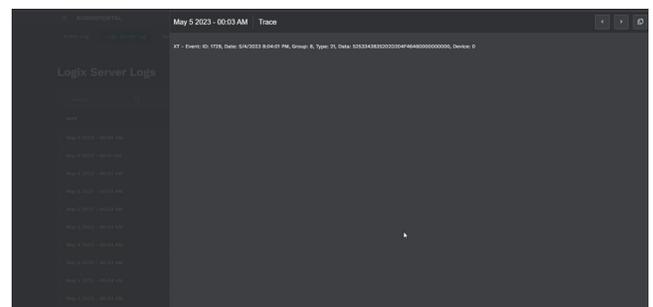
- To select specific site user should click on **Select Site** and then select **Tenant** and site or enter **Site-key**.
- LSSA logs are available for Dealer Administrators.



- Logs are displayed only for current day,
- All logs downloaded at simultaneously; users should scroll till the end of the page to display all.
- Users are able to use **Search by Data** and filter the table to display only Error.



- Dealers are able to open Detailed message as well.



Note that Logix Server Log and Sync Agent Log have completely identical functions.

PTI SECURITY SYSTEMS

SHAPING THE INDUSTRY
SINCE 1979

With StorLogix Cloud, operators can easily customize all of their facility's access areas, review site activity, and monitor zones and alarms from one cloud-based account. Create a world-class operation with the most advanced enterprise access control solution from the trusted industry leader with over 40 years of experience.

Since 1979, PTI Security Systems™ has provided the self-storage industry with proven security and access control systems. Known for our complete and innovative solutions that deliver advanced and cost-effective security systems, self-storage owners and operators can efficiently manage their facility from anywhere, lower operating costs, and enhance the tenant experience.

For more information about PTI Security Systems or StorLogix, please contact a PTI representative or visit our website.

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