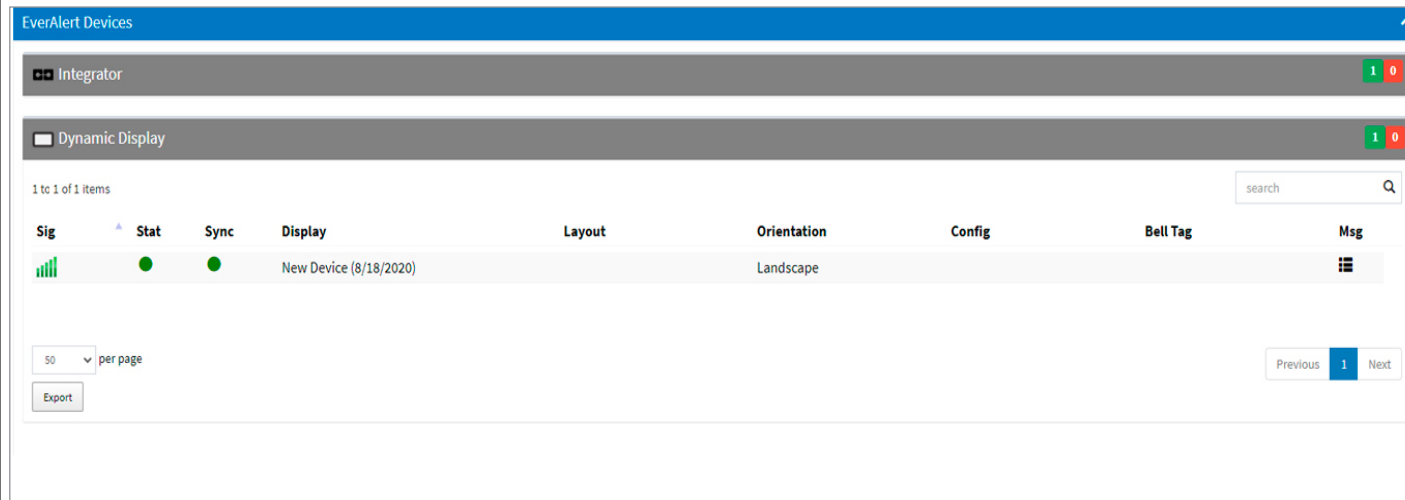


## 6 Confirm Installation and Name New Device

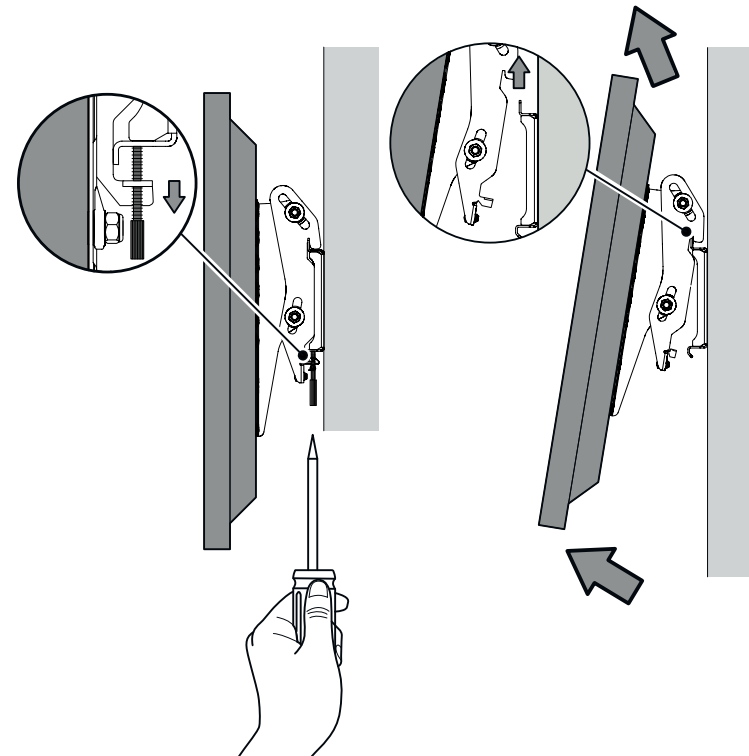
1. On inCloud, click on **Devices** in the site menu, then click on **Dynamic Display** in the menu bar at the top of the page. The **New Device** will display as shown below in the portal.



2. Click on the **New Device** name and change the display title to a descriptive name which will allow the device's location to be easily identified (i.e. "English - Room 101"). Click **Save** on the bottom left.

## 7 Display Removal

1. Loosen the bracket thumb screws until they can clear the wall mount bracket
2. Rotate the display away from the wall at the bottom until the hanging brackets are clear of the wall mount bracket.
3. Lift the display up and away from the wall mount bracket.



## 8 Display Rotation

If the view is not in the desired orientation, **press this sequence** on the side of the display using the volume selection buttons and it will rotate the view (▲▲▲▲▼▼▼).  
**Note:** Do not perform the button-press sequence at the top of the minute.

# EverAlert® Dynamic Display Quick Start Installation Guide



**Please read this first!**

If you have questions at any time during this process, please call American Time toll free at **800-328-8996**.

## 1 Pre-Installation

1. Verify with your IT Staff:
  - Dynamic Host Configuration Protocol (DHCP) is enabled.
  - Note:** Currently, EverAlert Dynamic Display does not support static IP address configuration.
  - Ports 53, 80, 123, and 443 are open.
  - Internet Connection via Wi-Fi or Ethernet 10/100Base-T is available.
    - Verify SSID, Password & Security Type (if using Wi-Fi)
2. Choose a location that is near an AC power receptacle.

## 2 Unpack the box

- Remove the content from the box. Save packing materials in case you need them later.

## 3 Check the contents

- |  |  |
|--|--|
| 1. EverAlert Dynamic Display Box   | 2. Mounting Bracket Kit Box (optional)     |
| i. Quick Start Guide   | A. Four M4 X 6mm screws                    |
| ii. EverAlert Dynamic Display  | B. Two M6 x 37mm screws                    |
| iii. 12vdc Power Supply (if 120VAC version)  | C. Two bracket thumb screws                |
| iv. Port Cover with screws   | D. Two adjustable display hanging brackets |
| v. Desktop Stand with thumb screw  | E. One wall mount bracket                  |
| (Note that the 12vdc Power Supply may be removed if devices were ordered with PoE+ or Battery Backup Kit.) | F. One power supply bracket                |
|  | G. Bracket nuts                            |
|  | H. Two plastic anchors                     |



phone: **800-328-8996**

online: **american-time.com**

fax: **800-789-1882**

mail: **140 3rd St. So.; PO Box 707, Dassel, MN 55325-0707**

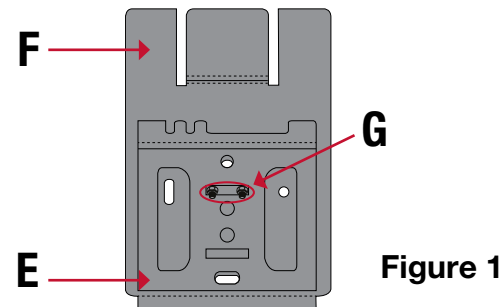
# DYNAMIC DISPLAY QUICK START INSTALLATION GUIDE

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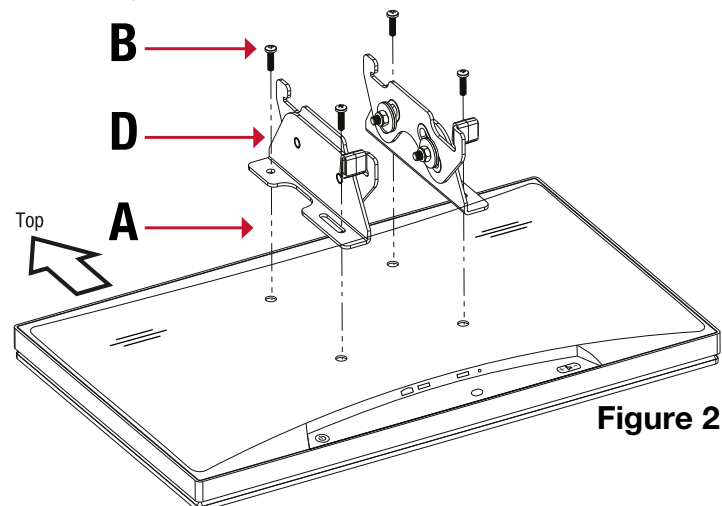
## Wall Mounting (if applicable)

(Note: If installing Battery Backup Kit, see kit instructions for wall mount process)

1. Preassemble the wall mount base to the power supply bracket.
  - a. Lay the power supply bracket (F) on a flat surface.
  - b. Position the bracket base (E) over the studs as illustrated in figure 1.
  - c. Using the two nuts (G) supplied, tighten the wall mount base to the power supply bracket.



2. Attach the adjustable brackets to the EverAlert Display
  - a. Remove the Display from the styrofoam wrap and lay it face down on the styrofoam wrap it came in.
  - b. Determine whether the display will hang in Portrait or Landscape orientation  
**Note:** Illustration shown below is in Landscape orientation. If mounting the display in Portrait orientation, the brackets will need to rotate 90 degrees in either direction from the position shown in the picture. Orientation will be fixed after provisioning.
  - c. Line up the two adjustable brackets (D) with the four holes on the back of the display as shown in figure 2. Secure with 4 M4X6mm (A) screws.
  - d. Adjust the brackets to the desired position and tighten the bolts down. Brackets can adjust to a maximum of 10 degrees up or 10 degrees down.

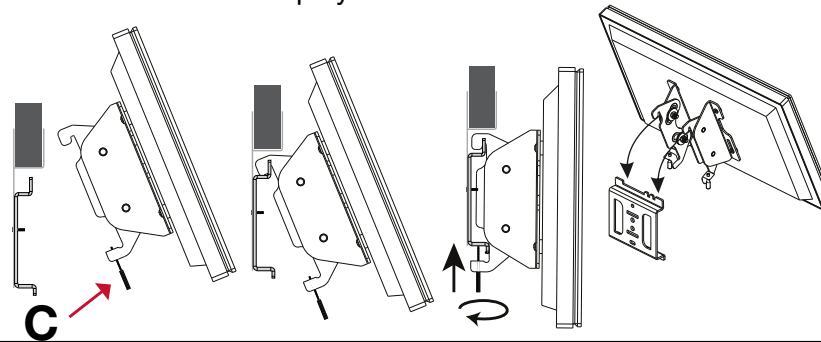


## Mounting (continued)

3. Mounting EverAlert Display to the wall
  - a. Using the wall mount assembly from Section 4-1, install two M6 screws (B) directly into a stud or into provided cement anchors (H). Make sure that the power supply mount is facing upwards.
  - b. Insert the power supply into the top slot of the power supply bracket.

**NOTE:** If using the Dynamic Display PoE Kit (EAPOEKIT), reference the included instructions for installation.

- c. Take the display and insert the top of the adjustable brackets onto the top of the wall mount base and pivot display down.
- d. Insert and tighten the bracket screws (C) on the bottom of the bracket until the display is secure.



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## Assigning an EverAlert Dynamic Display to the inCloud Portal

There are two simple ways to provision the displays to connect to the management portal. **Option 1** uses a wired LAN ethernet cable on a DHCP enabled network with internet access. **Option 2** uses a USB key that is created from the management portal and contains the encrypted Wi-Fi credentials for connecting the device to your network and Site.

**NOTE:** If you will be using a Wi-Fi connection for your display and

Position the display in the desired orientation (landscape or portrait) before beginning the provisioning process. Once the display is provisioned, it will be locked into this orientation.

have not already created a security key on the inCloud Management Portal, please reference your welcome e-mail for instructions on generating a security key.

1. **Option 1** – Configuration using wired LAN on a DHCP Network All displays have been preconfigured to a specific Site using their MAC address.
  - a. Make sure the Ethernet cable is plugged into the display (if using the Dynamic Display PoE Kit, use the Ethernet patch cable from the PoE Splitter).
  - b. Go to Step 3.

## Assigning an EverAlert Dynamic Display to the inCloud Portal (continued)

2. **Option 2** – Configuration using USB Key
  - a. Login to <https://incloud.american-time.com>
  - b. If you have more than one site established, select the **Site** on which the new display(s) will be installed. Note that displays are assigned to a specific site by American Time and cannot be installed to a different site.
  - c. In the side menu, click **Admin**. In the dropdown, click on **EverAlert Configs**, followed by **Default Config**.
  - d. Make sure the desired wireless credentials have been entered. If they are blank and the intention is to use a Wi-Fi network to connect, enter them now and click **Save Only**.
  - e. Click **Create Key**. The encrypted file will download to your computer.
  - f. Go to the default download location on your computer and copy the **SecurityKey.txt** file to a USB flash drive.  
**Note:** If this process has been done before on your computer, there might be more than one security file in this directory with a number suffix like SecurityKey(1).txt. Be sure to identify the correct file and rename it to SecurityKey.txt if it is numbered.
3. Power up the display by plugging into an AC wall receptacle.  
(If using the Dynamic Display PoE Kit, connect the DC power cable to the power jack on the back of the Display; if using Battery Backup, see kit instructions.)
4. If using wired Ethernet, skip to Step 8.
5. Once the Display has fully loaded, the screen will display the provisioning screen that says **Plug in your Security Key**.



6. Insert the USB flash drive with security key into one of the two USB ports on the bottom of the EverAlert Display. Once the key is read, the screen will show **Security Key Found** and update the Wi-Fi credentials on the display and connect to the Portal.
7. After the device has established an internet connection, it will connect to inCloud and download any necessary updates.
8. Once updates are complete, the display will load its predefined default clock layout and the display is ready for use.