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## Adjustments via Network Clock Connect (for buzzer clocks and non-inCloud users)

1. Download **Network Clock Connect**. Find it online: [american-time.com](http://american-time.com)  
Navigate to: [SUPPORT](#) > [PRODUCT DOCUMENTATION](#) > select [FIRMWARE](#) > [SEARCH](#)  
Click on **Network Clock Connect**.

The software will automatically download. It is also available from the optional USB Drive (H004167B-POE, purchased separately).

2. Install Network Clock Connect application – Password = clock4u (default)
3. Network Clock Connect will allow you to configure:
  - Network address settings
  - Time Synchronization settings
  - Daylight Saving Time settings
  - Schedules (Buzzer clocks) - maximum of 100 scheduled events

For more details, reference the **PoE Analog and Global Series Digital Manual**.

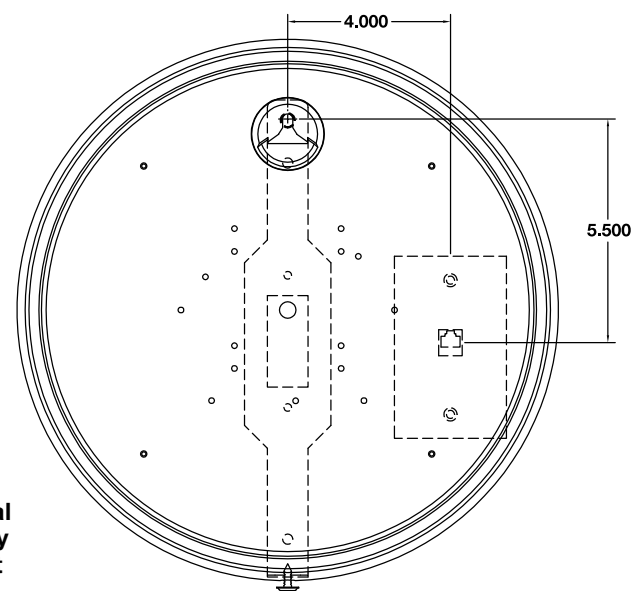
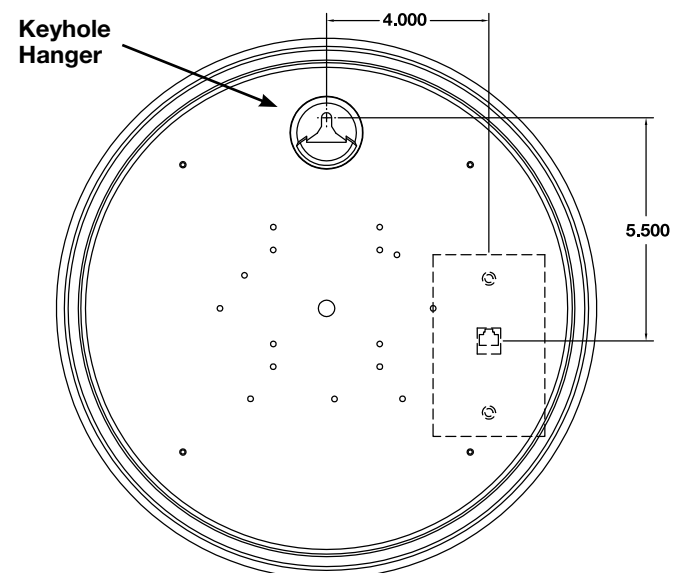
**Note for Buzzer Clocks:** the inCloud management portal does not have any functionality for setting buzzer schedules. Buzzers must be configured using Network Clock Connect.

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## Hang your clocks

1. Place the clock on the wall using the keyhole hanger on the back of the clock or the optional security bracket (sold separately).

**Note:** If hanging your clock over an Ethernet jack, offset the clock as shown below.



With  
Optional  
Security  
Bracket

## Power Over Ethernet (PoE) Analog Clocks



### Please read this first!

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

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### Pre-Installation

1. Verify network infrastructure with Network Administrator.
  - Power over Ethernet (PoE) solution
  - Dynamic Host Configuration Protocol (DHCP) settings
2. Plan Analog PoE Clock locations and cabling routes

2

### Unpack the box

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

3

### Check the contents

Your package contains:

- Analog PoE clock(s)
- 1ft CAT 5 or higher Ethernet patch cable
- Quick Start Guide
- Installation and Operation Manual
- USB Drive (optional) with Network Clock Connect Software—Part #H004167B-POE

**NOTE FOR NON-INCLOUD CUSTOMERS:** If your site is not using the inCloud Management Portal, disregard Step 4 and proceed directly to Step 5.

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*Integrated Solutions*

phone: 800-328-8996

online: [american-time.com](http://american-time.com)

fax: 800-789-1882

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

# QUICK START INSTALLATION GUIDE

## 4 Configuring Clocks to the inCloud Portal

To easily configure your clocks to the inCloud Management portal, download American Time's Network Clocks mobile app for Android devices (see QR code provided below).



Scan the QR code to the left to download the Network Clocks mobile app. The app allows you to quickly and easily set up clocks on inCloud.

Scan the QR code to the right to access the quickstart guide for the Network Clocks mobile app.



If clocks must be configured using a computer, follow the steps listed below.

1. Navigate to the inCloud portal: [incloud.american-time.com](http://incloud.american-time.com)  
Log in using the credentials supplied in the welcome e-mail from American Time.
2. Click on the green "Setup New" button in the PoE Devices bar on the Device List page.  
This will open the Setup Network Device List, which will list all the clocks assigned to your site by American Time.
3. Find the clock's MAC address and provide a Title and (if desired) description for the clock. Repeat this for each clock in the list.
  - The MAC address can be searched using the last five characters of the address including the colon (for example, AA:11) in the search bar.
4. The clocks will remain in a semi-provisioned state until they report in to the portal. As long as the clocks have not yet been powered up, this should occur once power is connected. Otherwise, this may take up to 15 minutes to occur.

### If clocks cannot be configured prior to installation/power-up:

- Follow the same process outlined in this instruction sheet. After configuration, clocks will appear as partially configured in the Device List until they communicate with inCloud fully; this may take up to 24 hours, but clocks will function normally until that occurs.
- If immediate connection is desired, removing and then reconnecting power to the clocks will command them to communicate with inCloud immediately. This must be performed with each clock if desired.

# POWER OVER ETHERNET ANALOG CLOCKS

## 5 Set up the Clock

1. Apply power to the clock by connecting a CAT 5 or higher Ethernet patch cable (A) from a PoE switch (Fig. 1) or single injector (Fig. 2) to the PoE receiver (D).
  - PoE Switch (Fig.1) - Check with network administrator for infrastructure needs. This part is not supplied by American Time.
  - PoE Injector (TMA200-6) (Fig. 2) - This is an optional power source that may be purchased from American Time.
2. The Status LED (B) will indicate the clock's status as follows:
  - Flashing Red: Acquiring an IP address using DHCP
  - Continuous Red: Acquired IP address
  - Flashing Orange: Attempting SNTP sync
  - Continuous Green: Successful SNTP sync

Following the IP connection and SNTP sync, inCloud-connected clocks will communicate with the management portal. During this communication period, the LED will flash green.

If there is a firmware update available, inCloud-connected clocks will automatically attempt to download the update. While the update is downloading, the LED will flash orange.

**Note:** When a DHCP network is not present at initial start up, the PoE clock will default to a random Static IP in the range of 169.254.1.0 to 169.254.254.255.

For more details reference the **PoE Analog and Global Series Digital Manual**.

Find it online: [american-time.com](http://american-time.com)

Navigate to: [SUPPORT > PRODUCT DOCUMENTATION > select MANUAL > type PoE in searchbox > SEARCH](#) – Click on **PoE Analog and Global Series Digital Manual**.

3. The Buzzer LED (C) designates if the buzzer is enabled. The buzzer is an optional feature.

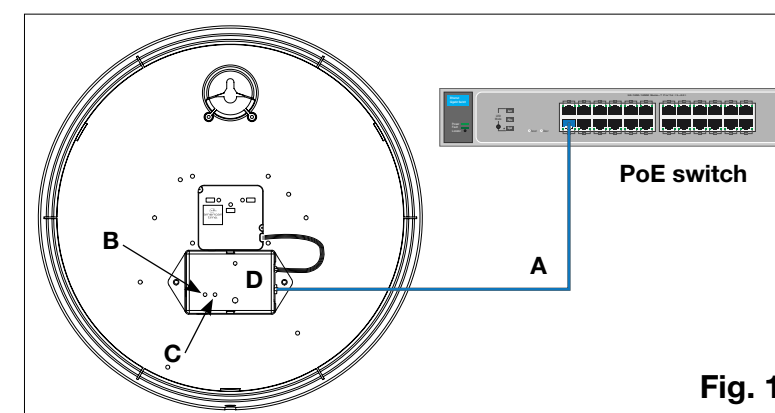


Fig. 1

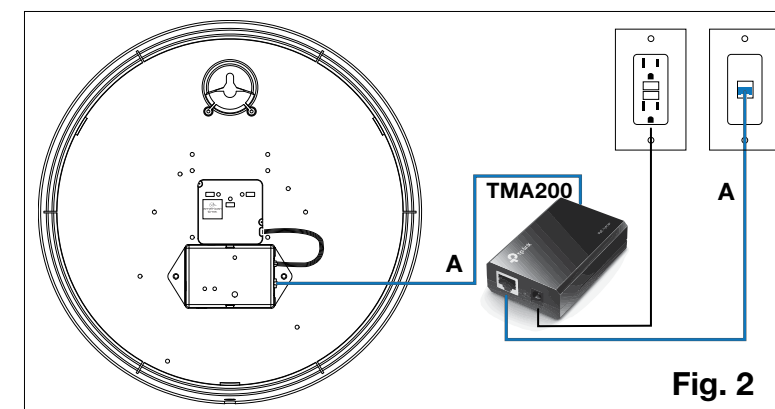


Fig. 2

A=PoE connection (CAT 5 or higher Ethernet patch cable) B=Status LED C=Buzzer LED D=PoE Receiver