

TITLE: EverAlert® StationSOS Installation		
INSTRUCTION SHEET: 3449	REVISION: 02	EFFECTIVE: 10-1-2025

PRE-INSTALLATION (see [Installation video](#))

1. Determine Mounting Location

The EverAlert StationSOS is for surface mounting only. The recommended mounting height, measured from the center of the push button to the floor, is 34-48 inches.

Note: Verify and comply with local Authority Having Jurisdiction (AHJ).

2. Verify Network Infrastructure with your Network Administrator

- Ensure a Power over Ethernet (PoE) connection is available that complies with IEEE 802.3af standards, provides Class 1 power (4W) per device, and supports 10/100Base-T Ethernet with internet access.
- Confirm that ports 53, 80, 123, and 443 are open.

UNPACK THE BOX

Remove all components from the box. Save the packing materials for future use, if needed.

CHECK THE CONTENTS

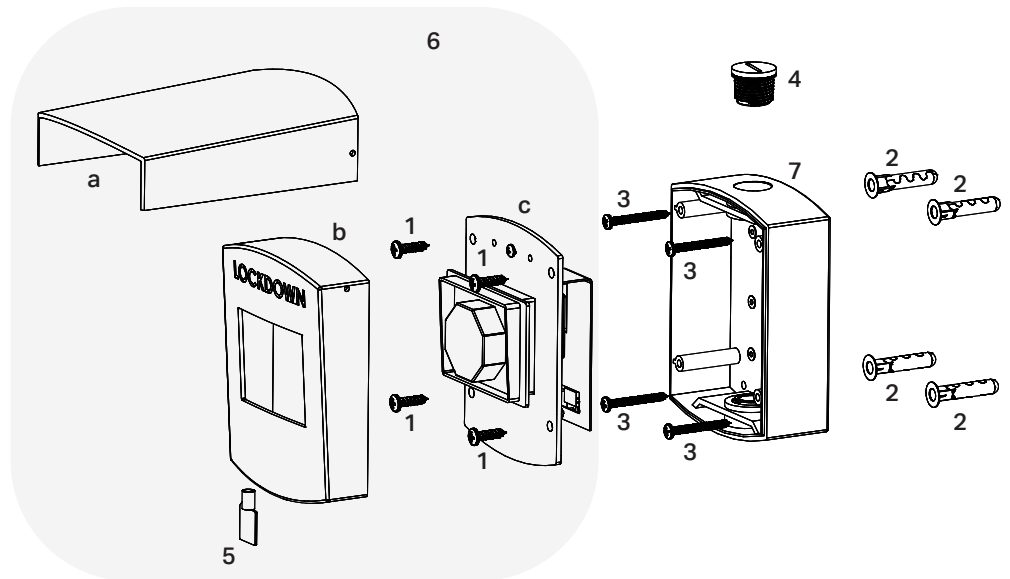
Hardware Kit (bagged contents):

1. #10 x 3/4" phillips pan head screw (4)
2. #8 x 7/8" optional mounting anchor (4)
3. #8 x 1-1/2" sheet metal screw (4)
4. 1/2" NPT plug (1)
5. Keys (2)

6. Button Assembly (1)

- a. Shield
- b. Cover
- c. Frame

7. Surface mount back box (1)



VIDEO GUIDES

Watch these videos to take you through each step from start to finish.

Hardware

[Installation](#)

inCloud

[Alarm Definitions](#)

[Configuration](#)

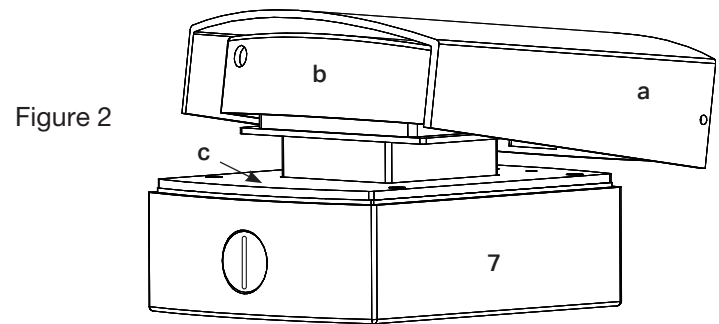
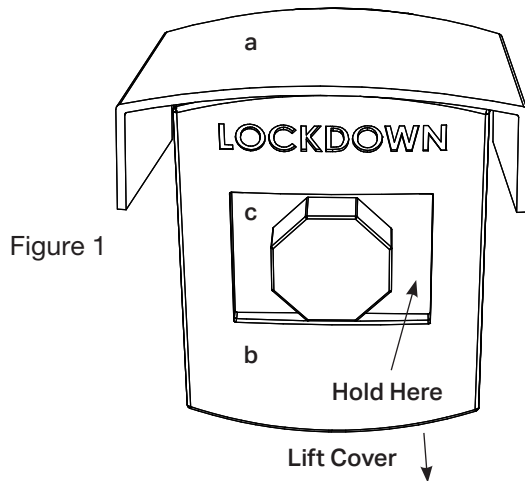
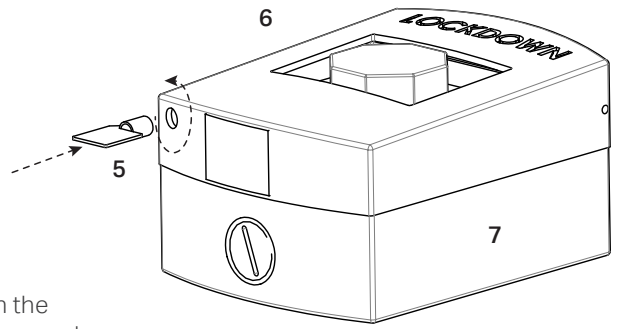
MOUNTING

1. Front Cover Removal

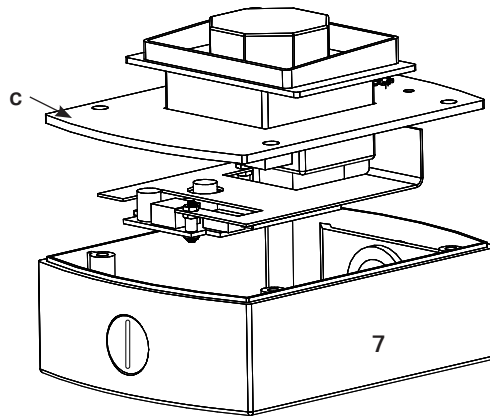
- To unlock the cover, insert the security key and rotate counterclockwise.

Note: The cover will arrive unlocked for installation.

- With the back box (item 7) in place, set unit down on a flat surface. Separate the cover (item b) from the frame (item c) by holding down the white cavity area on right side of the button while pressing and lifting up at the base of the cover (Figure 1). Then, lift the cover with shield off the frame and back box (Figure 2).

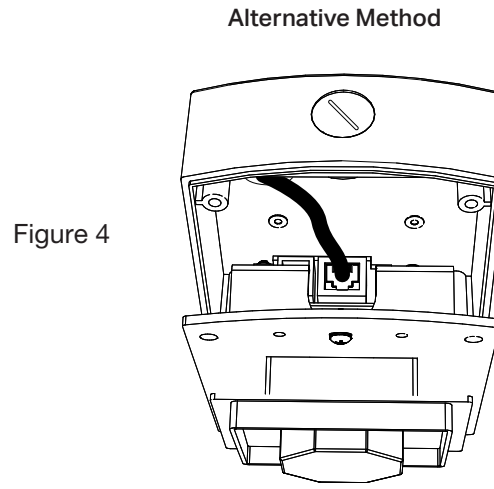
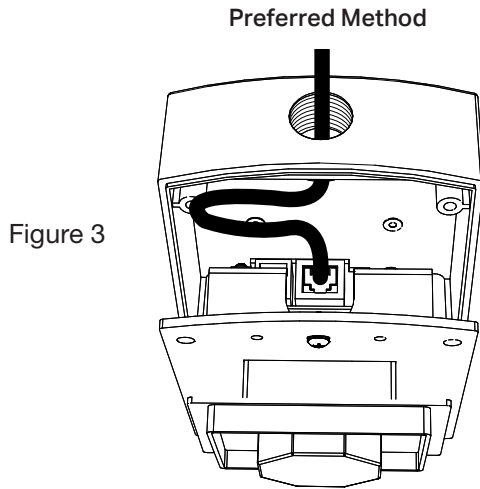


- Lift frame (item c) off the backbox (item 7). No screws are installed at this stage.



2. Determine Cable Entry

This section outlines the correct procedure for mounting the StationSOS back box. Two cable routing options are available, depending on the installation requirements. Before proceeding, determine whether the Cat5 cable (or higher) will enter the backbox through the top 1/2" NPT conduit entry (preferred method, Figure 3) or through the rear access point (alternate method, Figure 4), which requires drilling a hole for concealed wiring applications.



Preferred Method

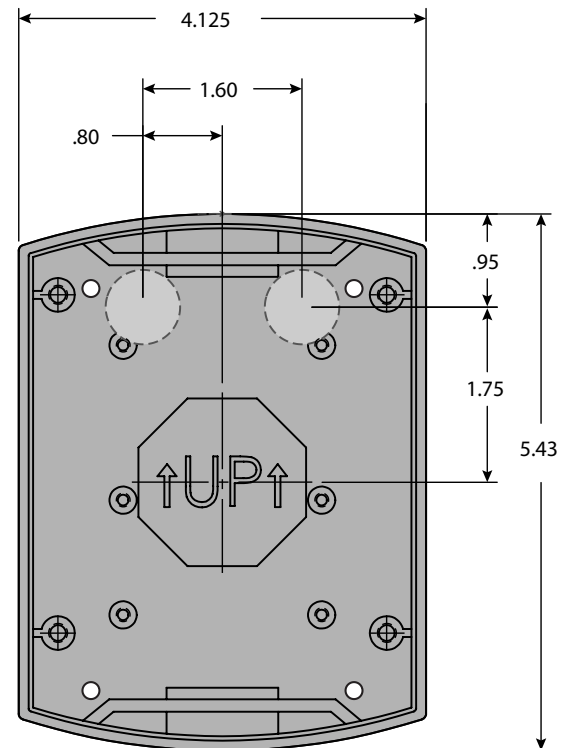
- With back box orientation **UP**, mark and drill 7/64" pilot holes into wall using back box holes as a guide. If wall anchors (item 2) are used, drill 3/16" pilot holes instead.
- Secure the back box to the wall using (4) #8 x 1-1/2" screws (item 3).
- Route a Cat5 (or higher) cable into the top 1/2" NPT conduit entry of the back box, leaving approximately 4 inches of cable inside. Insert the RJ45 connector into the device (see Figure 3).

CAUTION: Avoid touching the internal circuit board during installation to prevent electrostatic discharge (ESD), which may damage sensitive components.

Alternate Option for Concealed Rear Cable Entry

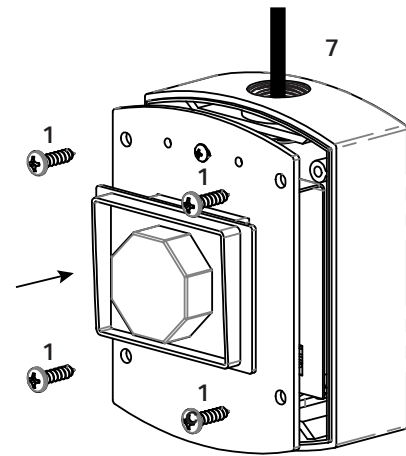
For installations requiring hidden wiring routed through a wall cavity:

- The Cat5 cable may enter from the rear of the backbox by drilling a hole only within the two designated areas indicated by dashed lines. A 3/4" hole is recommended for routing the cable into the back box (either location may be used). We recommend 4 inches of cable slack in the back box.
- Insert NPT plug (item 4) in unused access hole as indicated in Figure 4.

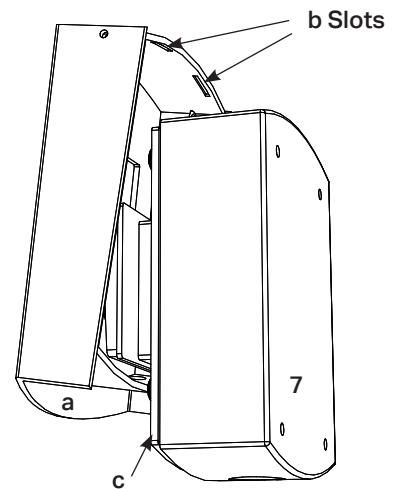


Backbox Mounting

- Ensure cable routing doesn't interfere with circuit board bracket. Reference (Figure 3) for proper location.
- Mount the frame (item c) to back box (item 7) with (4) #10x3/4" screws (item 1).



- Install shield (item a) and cover (item b), by inserting tabs on the outside top of the frame (item c) into slots on the inside top of the cover
- Pivot cover down and snap onto frame.
- Lock the cover to the frame by inserting the key and rotating it clockwise.



Continue to next page.

LOGIN TO INCLOUD

Login to incloud.american-time.com.

If you have multiple Sites, select the Site where the EverAlert StationSOS is installed.

Your inCloud site features several predefined Standard Response Protocol (SRP) alarms. To utilize these, continue to **CONFIGURATION** on the next page.



CREATE ALARM DEFINITIONS (OPTIONAL, see [Alarm Definitions video](#))

To create a new alarm definition:

- Select "Alarm Definitions" from the "Admin" drop-down menu, then click on "Alarms" (Figure 5).
- Click the green "Add new" button at the top of the page to create an alarm definition (Figure 6).

Figure 5

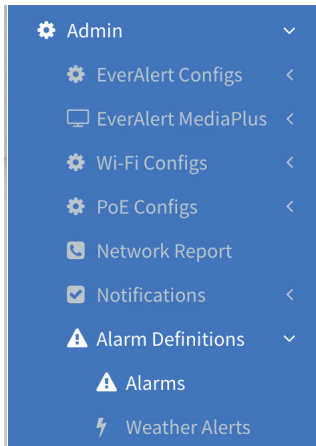
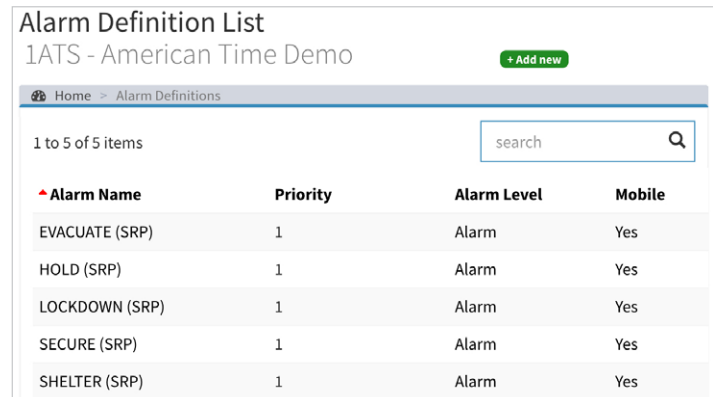
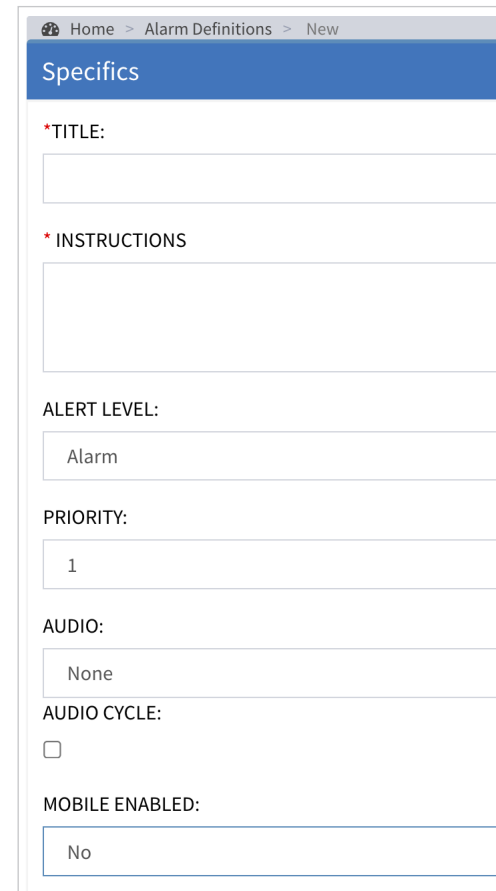


Figure 6



- TITLE:** Enter the alarm title (i.e. Fire, Tornado or Lockdown).
- INSTRUCTIONS:** Enter the information that will display on the screen when the alarm is triggered (e.g., Evacuate to your assigned locations).
- ALERT LEVEL:** Select "Alarm." Informational alarms are not eligible to be assigned to an EverAlert StationSOS.
- PRIORITY:** Select the alarm priority. The priority sets the override sequence with 1 being the highest and 10 being the lowest. The higher priority alarm will override the lower priority alarm if both occur at the same time.
- AUDIO:** Select an optional audio file for the alarm.
- AUDIO CYCLE:** If desired, set active and silent periods for the alarm audio. Once the active/silent periods have elapsed, the audio cycle will repeat.
- MOBILE ENABLED:** Enables or disables the ability to send the alarm from a mobile device.



- j. **ZONES/EVERALERT DEVICES:** Select which zones or specific devices should receive the alarm when it is active. "All devices" will send the alarm to all EverAlert devices that are available on the site.
- k. **PANEL COLOR:** Select the panel color for the display background when the alarm is triggered.
- l. **MOBILE BUTTON COLOR:** This is the color of the button that issues the alarm from the mobile device.
- m. Click on the green Save button to save the alarm.

- n. Repeat steps a-m for additional Alarm Definitions.

CONFIGURATION (see [Configuration video](#))

To view EverAlert StationSOS devices, click the gray header bar labeled "StationSOS".

- a. Locate your device by matching the last four digits of the MAC address. This number is printed on the black label on the bottom of the device enclosure. In inCloud, the default device name will appear as "New Device ****", where **** corresponds to the last four digits of the MAC address.
- b. Click the device name to open the Device Settings screen.

Status	StationSOS	Last Communication	Input	FW
●	New Device AA:FF	6/25/2025 4:49 AM	●	1.0.3

- c. **Device Title:** Rename the device to something meaningful or location specific.
- d. **Description:** Optionally enter a short description to help identify the device—such as its location or intended use.
- e. **Input Alarm:** Select an alarm from the dropdown menu to associate with this device when activated.

- f. **Network Configuration:** If the network supports DHCP, the default settings can remain unchanged. For networks that require a static IP configuration, adjust the following settings accordingly.

- **DHCP** – Enables Dynamic Host Configuration Protocol (DHCP). This should typically remain set to Yes, unless your device requires a manually configured network setup.
- **STATIC IP ADDRESS** – If DHCP is set to No, you may manually assign a static IP address to the device.
- **SUBNET MASK** – Must be specified when using a static IP configuration.
- **GATEWAY** – The default gateway should be specified when DHCP is not used.
- **DNS SERVERS** – When not using DHCP, configure DNS Server 1 and DNS Server 2.

SNTP SERVERS (OPTION 42) – DHCP Option 42 allows the DHCP server to provide SNTP server addresses. If this option is enabled, the device will automatically receive up to two SNTP server IPs from the DHCP server. These will override any manually configured time servers.

- g. **Time Configuration:** This setting can remain unchanged for most applications. These SNTP servers provide the device with accurate time synchronization, which is essential for proper system communication. Two servers are configured to ensure redundancy. If you prefer to use a custom time server, select 'Other IP' to enter a static IP address, or 'Other DNS' to specify custom DNS server addresses.

- h. Click the green Save button to apply changes.
- i. Repeat steps a–h for each additional StationSOS device.

Maintenance

The Maintenance panel contains information about your device and the current settings.

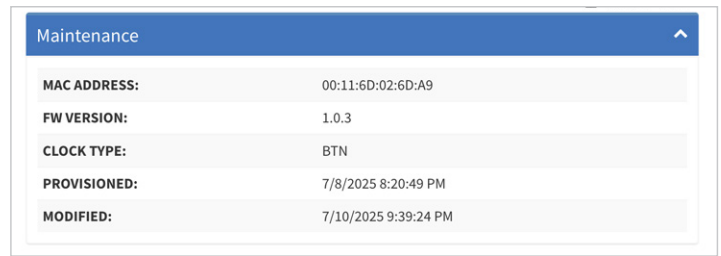
MAC Address is the identifier assigned to the device at the factory. This name is used to configure the clock and to identify it on your network.

FW Version lists the device's current firmware version.

Clock Type identifies the model.

Provisioned indicates the time and date the device was added to your site.

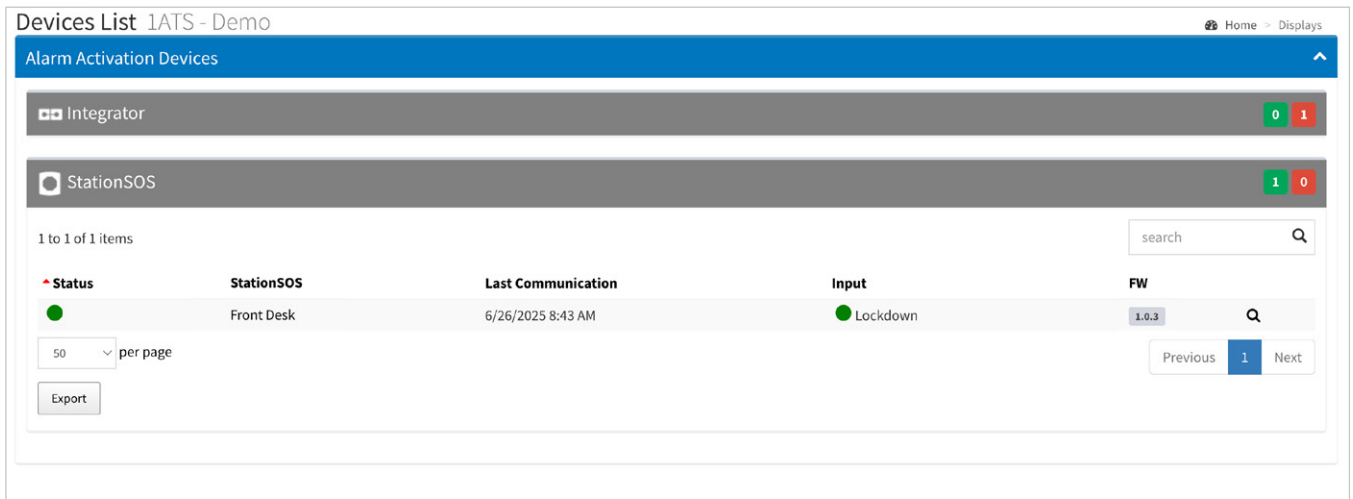
Modified displays the time at which the settings on this page were last changed.



Maintenance	
MAC ADDRESS:	00:11:6D:02:6D:A9
FW VERSION:	1.0.3
CLOCK TYPE:	BTN
PROVISIONED:	7/8/2025 8:20:49 PM
MODIFIED:	7/10/2025 9:39:24 PM

STATUS

- Click the gray header bar labeled "StationSOS" to expand the section.
- A list of all StationSOS devices assigned to the site will appear under the StationSOS menu.
- Under the "Input" column, icons should appear green under normal conditions. If an alarm is triggered, the icon for that input will turn red and remain red until the alarm is cleared.



Devices List IATS - Demo

Alarm Activation Devices

Integrator 0 1

StationSOS 1 0

1 to 1 of 1 items

Status	StationSOS	Last Communication	Input	FW
	Front Desk	6/26/2025 8:43 AM	Lockdown	1.0.3

50 per page

Export

Previous 1 Next

- Under the "Status" column:
 - A green status icon next to a device name indicates it is successfully communicating with the inCloud Management Portal.
 - A red status icon indicates the device is not communicating, which could be due to an installation error or a network issue. Verify "Network Configuration" and "Time Configuration" settings. Call for further assistance, **800-328-8996**.