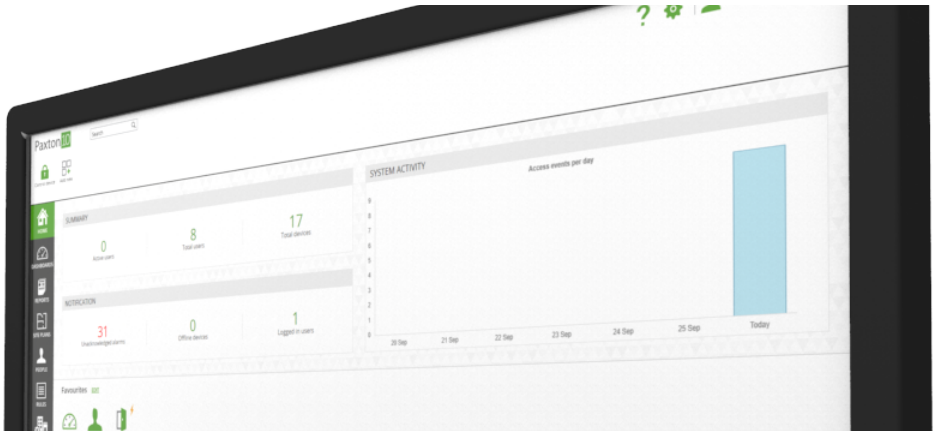


How to add a site plan

Overview

Site plans allow software users to monitor a site using interactive graphical plans. A site plan can contain devices to monitor and control, alarm areas to monitor alarms, soft buttons to act as triggers to a rule, and buttons to navigate to other site plans.

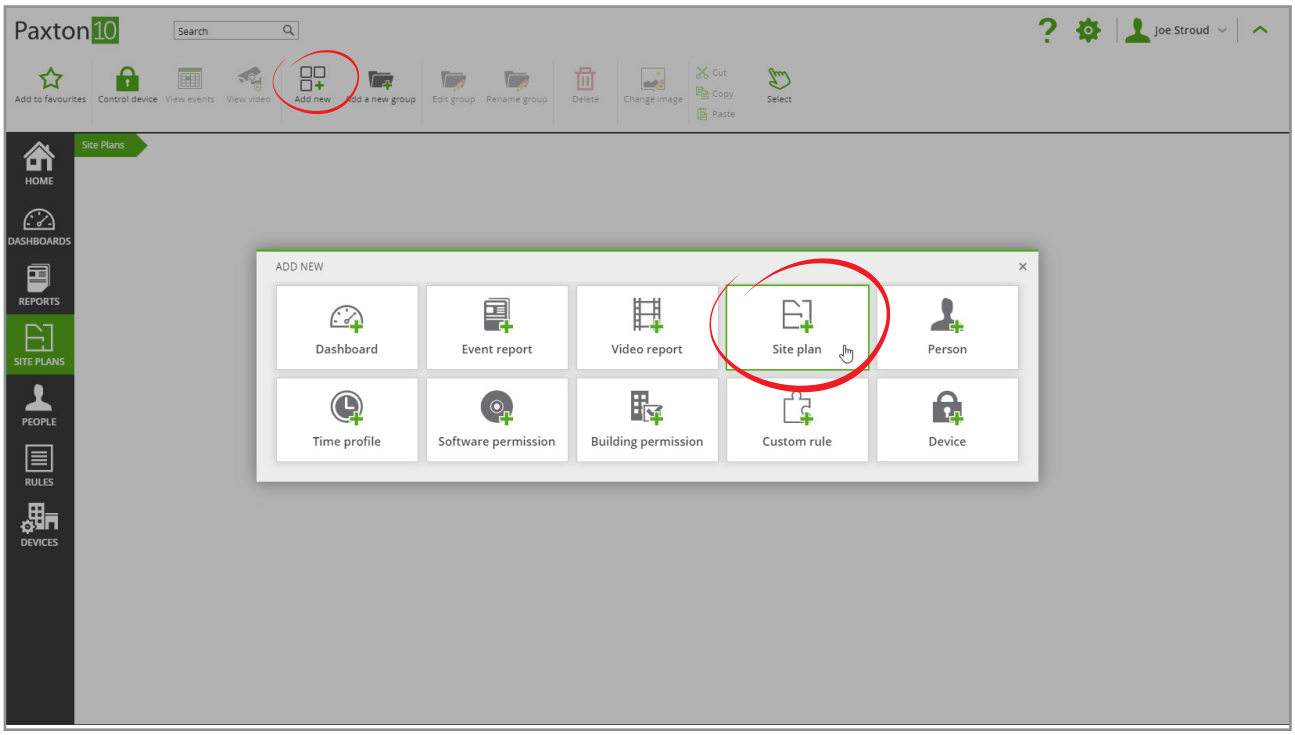
Site plans can be useful to many software users, from providing a security guard with an overview of the site to indicate when and where an alarm has occurred, to presenting system engineers and installers with a site plan that indicates where devices are installed in the building and the device state.

Creating a site plan

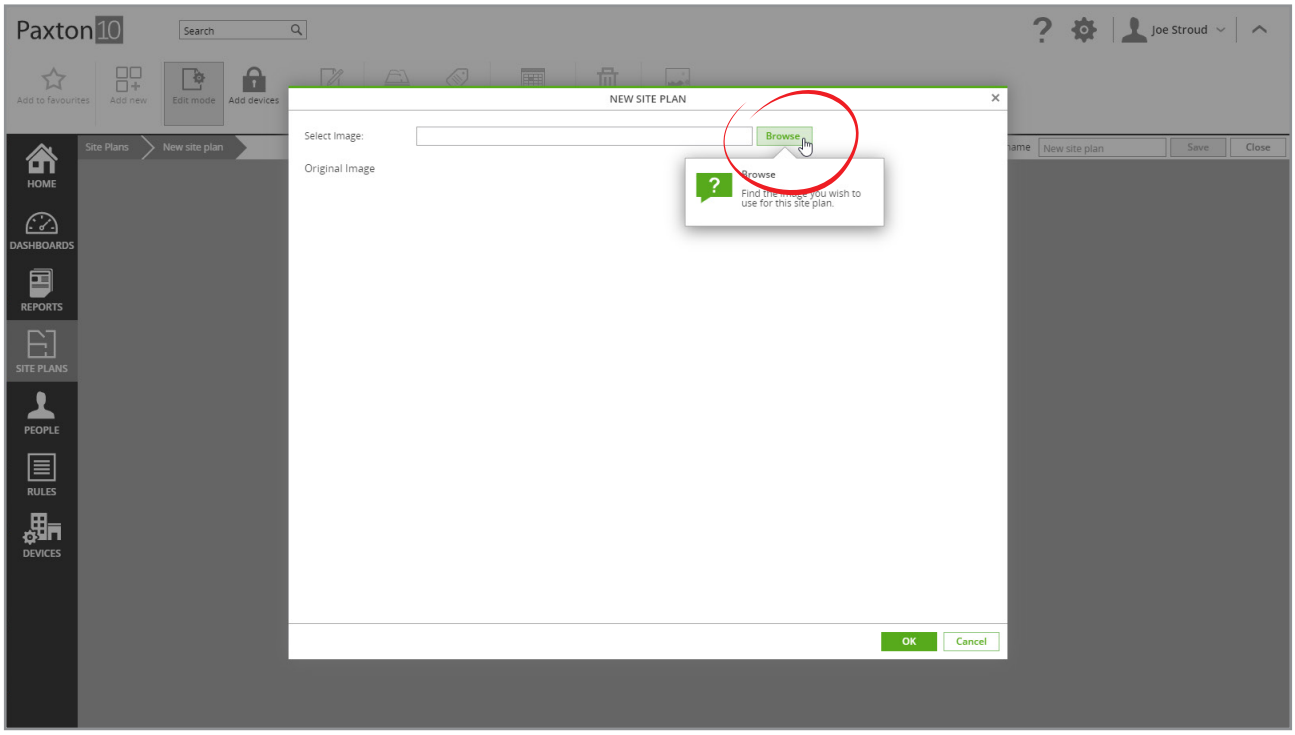
While logged into the software:

1. From the ribbon, select '**Add new**'

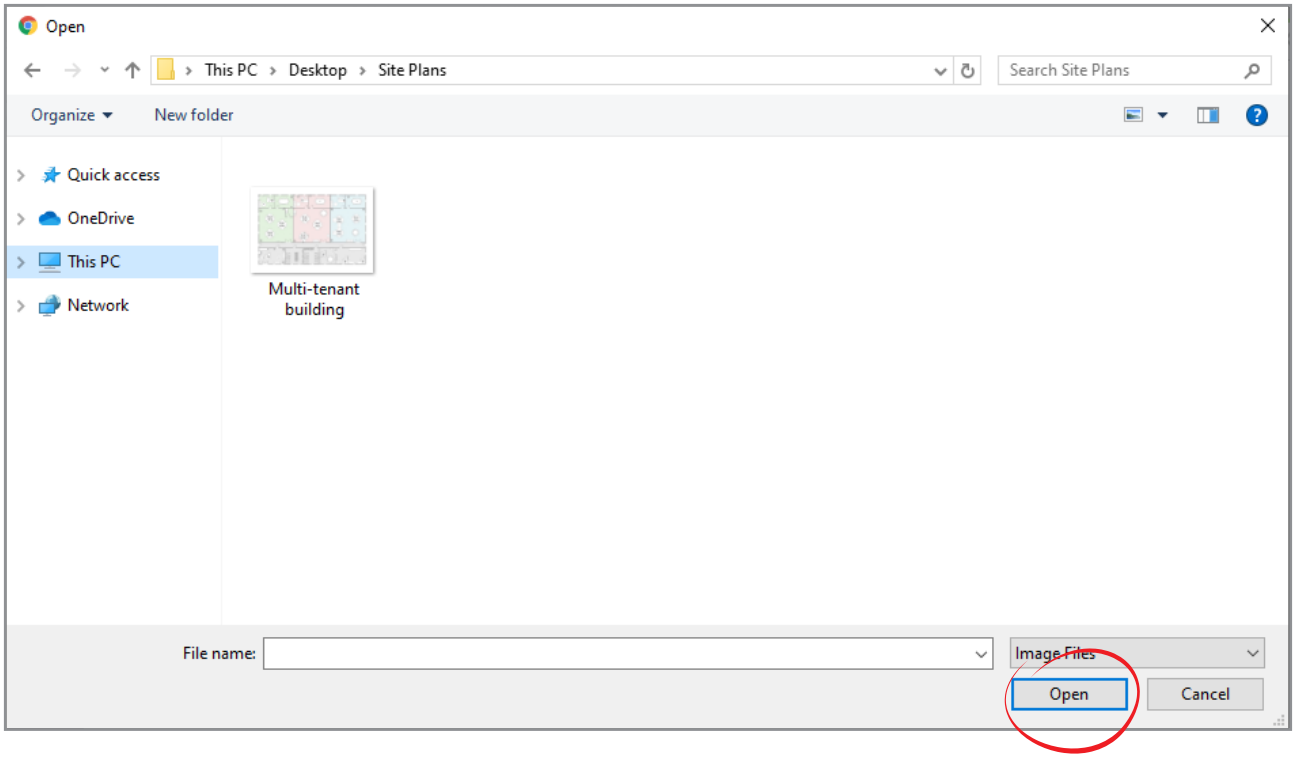
2. Select '**Site plan**'



3. Click '**Browse**'

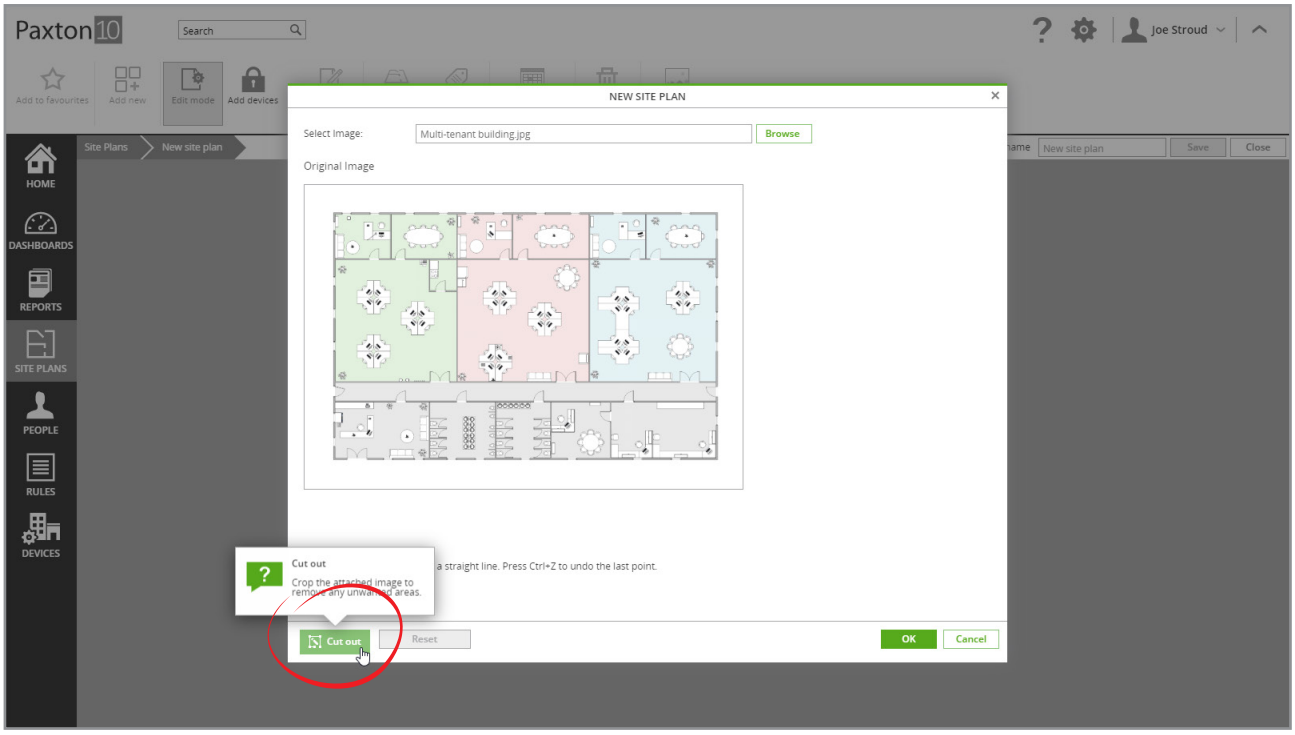


4. Locate the plan or image to use for the site, then click '**Open**'



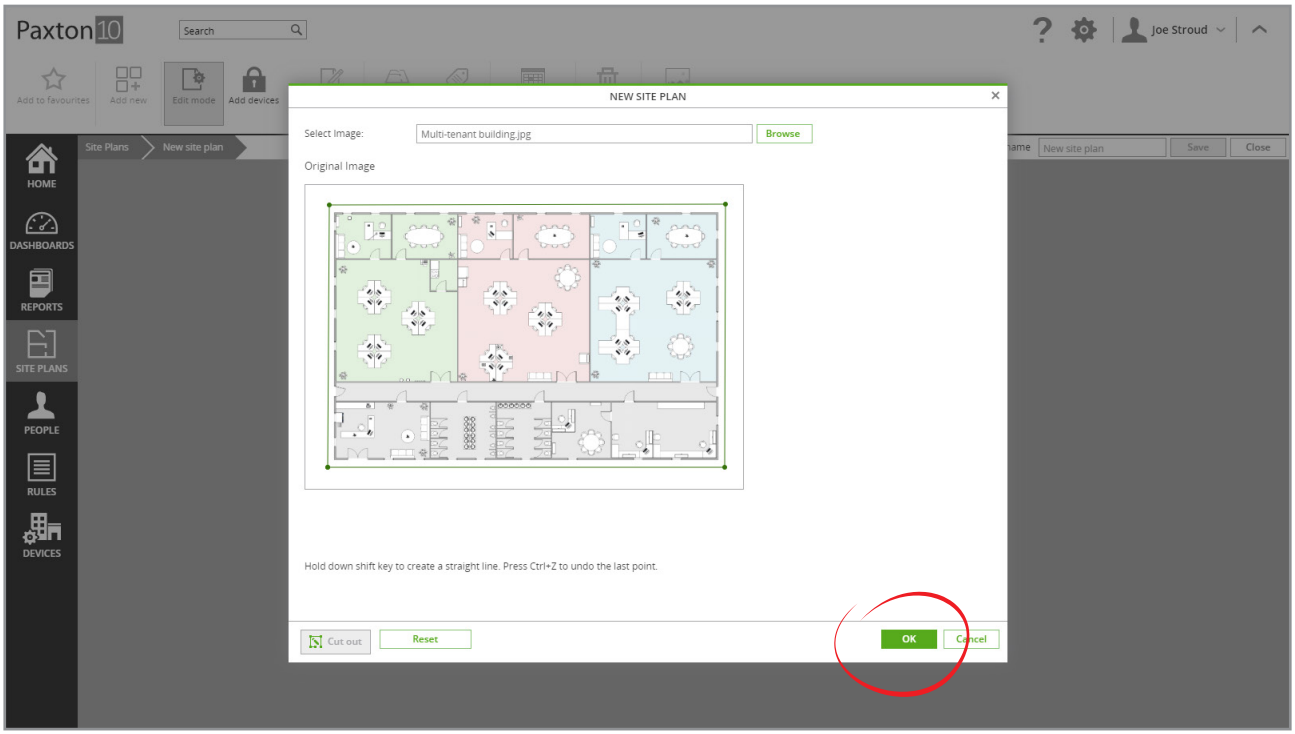
If required, the site can be cut out from the image. It is advised to cut around the site if the site does not match the shape of the image or if the image contains multiple sites. Otherwise to continue with the original image, skip to step 5.

5. To cut out the site, click '**Cut out**'



6. Next click on a corner of the site image, moving the mouse to the next corner, click again, and continue until the mouse is back at the first corner – connecting back to the first corner will complete the cut out

7. Click '**OK**'



6. Give the site a name, then click '**Save**'

Adding objects to a site plan

There are 5 types of objects in site plans:

- **Devices** – These are the devices that have been created on the Paxton10 system Adding them to a site plan allows their state to be monitored and, where applicable, controlled.
- **Navigation** – When multiple site plans exist on a system, navigation icons can be added to allow users to navigate between sites easily. Navigation icons can give the impression of going upstairs, moving to the next room, or zooming in on an area.
- **Soft buttons** – Soft buttons are used as triggers to Trigger and Action rules. A soft button can be set up to open a door, turn off lights, or perform other actions.
- **Alarm areas** – These are areas on the site plan that will highlight if any selected device has an alarm triggered. For example, an alarm area could be set up to make the car park highlight if the gate is left open, or for the entire site to highlight if the fire or intruder alarm is active.
- **Labels** – Text labels can be added to a site to provide additional headings or instructions to software users.

To add and edit objects in a site plan, the site must be in edit mode – this is indicated by a grid background.

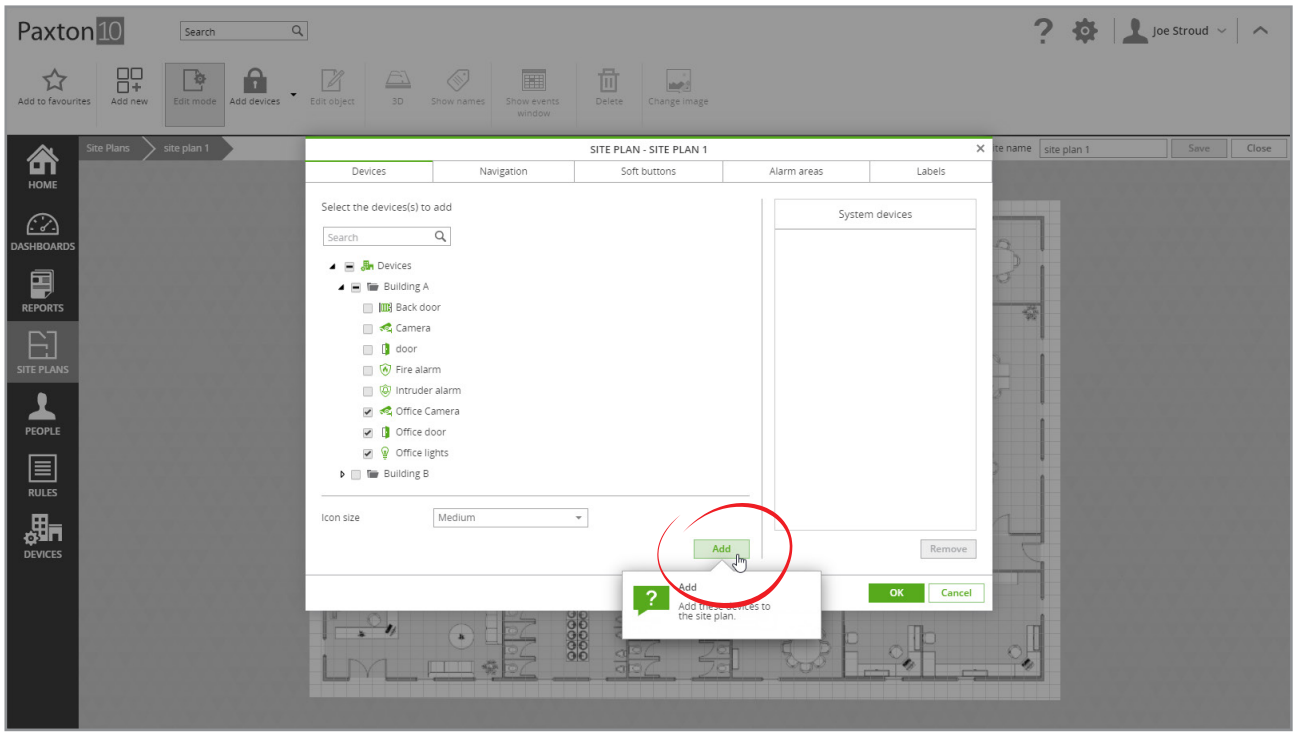
1. From the ribbon, click '**Edit mode**' so that the button is highlighted

Add a device to a site plan

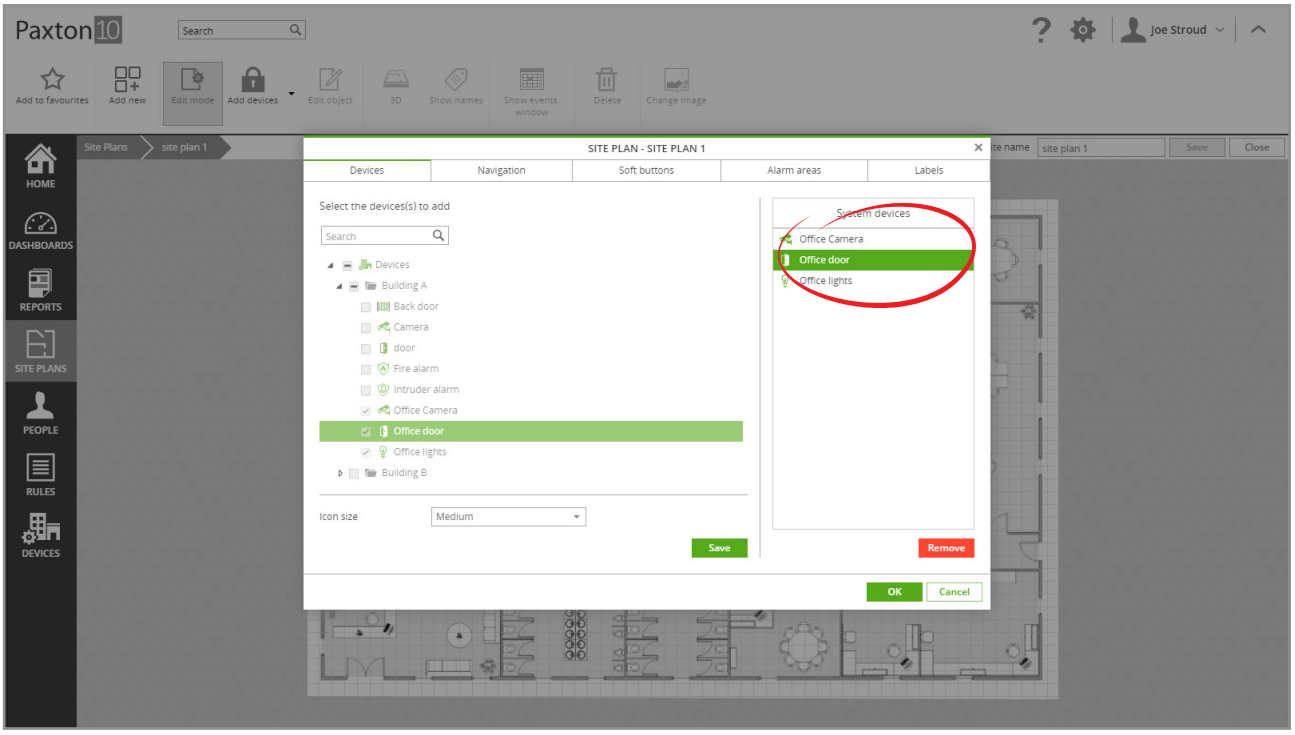
1. Click '**Add devices**'

2. Select all of the devices to add to the site plan

3. Choose an icon size, then click '**Add**'



4. The devices that have been added to the site will appear on the right-hand side. Select a device from the right-hand side to change its icon size or remove it from the site plan



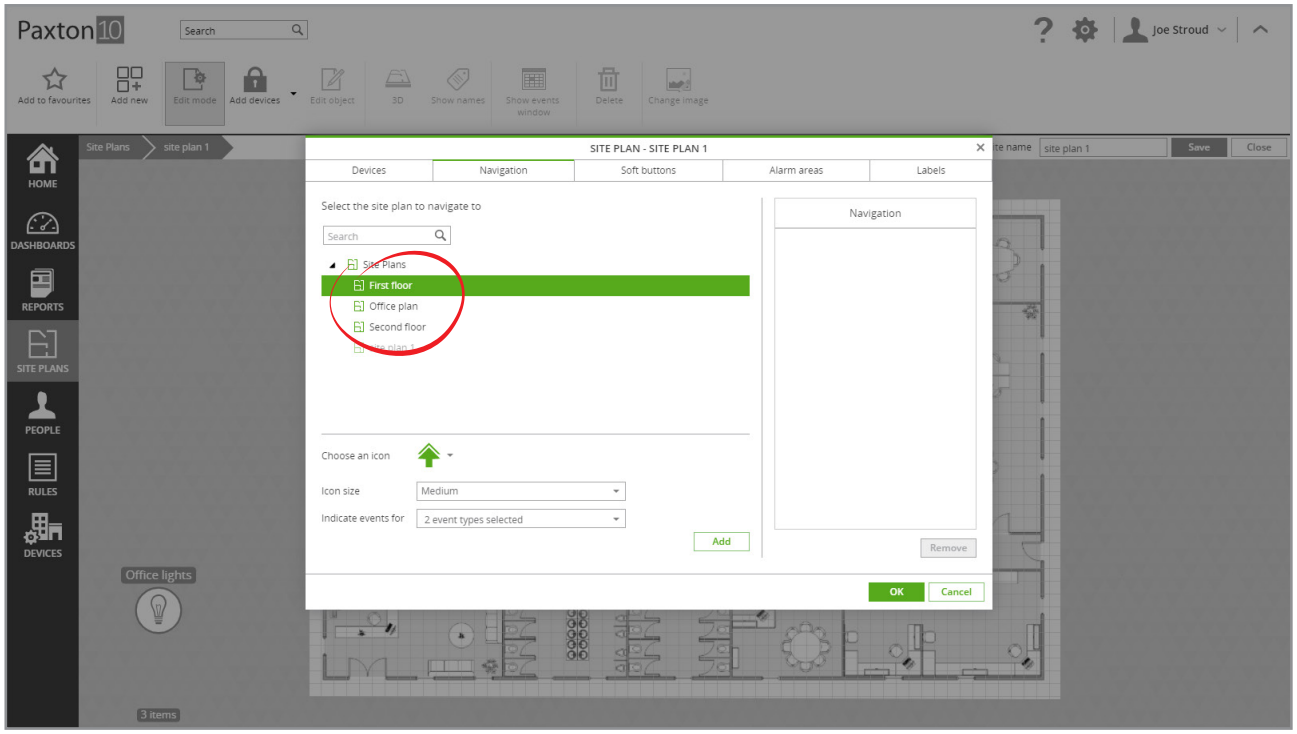
5. Click '**OK**'

Add a navigation icon to a site plan

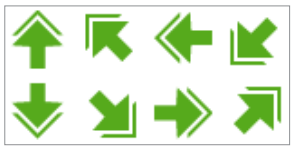
1. Click the arrow next to '**Add devices**' to display the drop-down list

2. Click '**Navigation**'

3. Select an additional site plan for the navigation icon to link to



4. Select an icon – Each icon has a different transition



Navigating between sites that are next to each other

Navigating between sites that are above/below each other

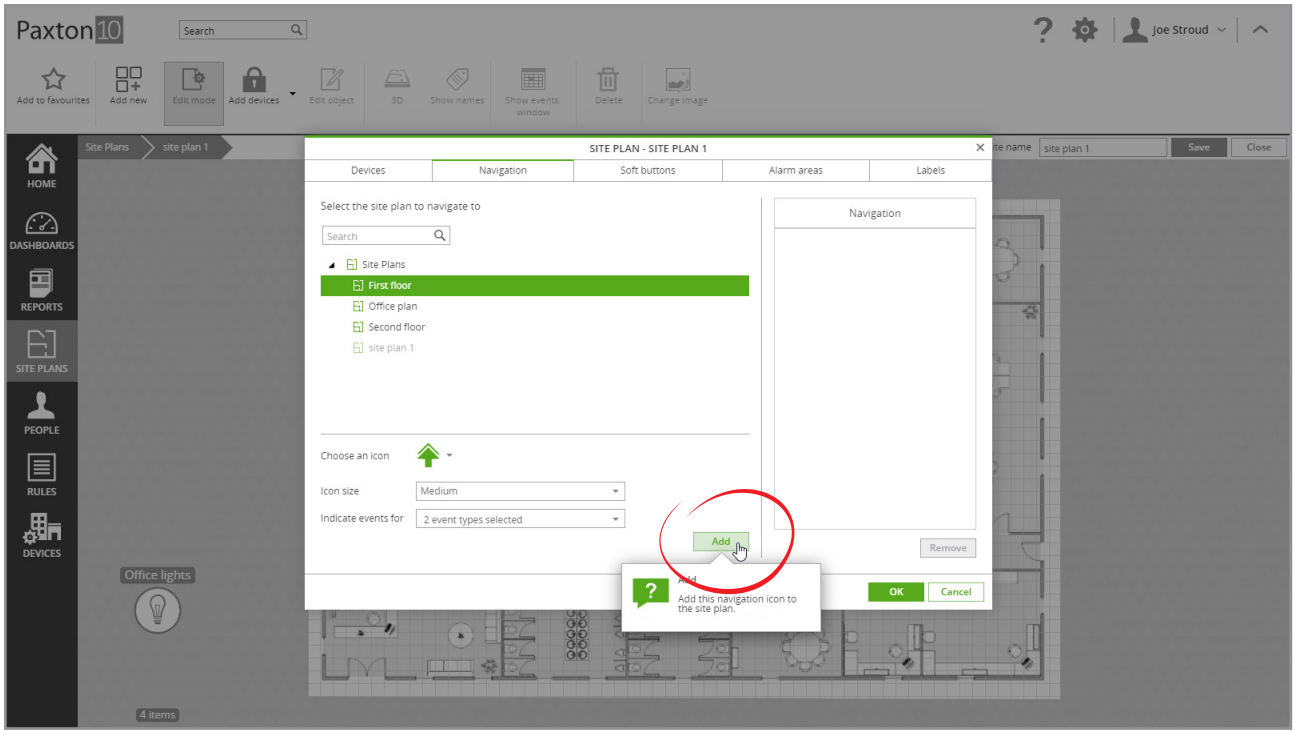
Zoom in / out

Navigate to a different site

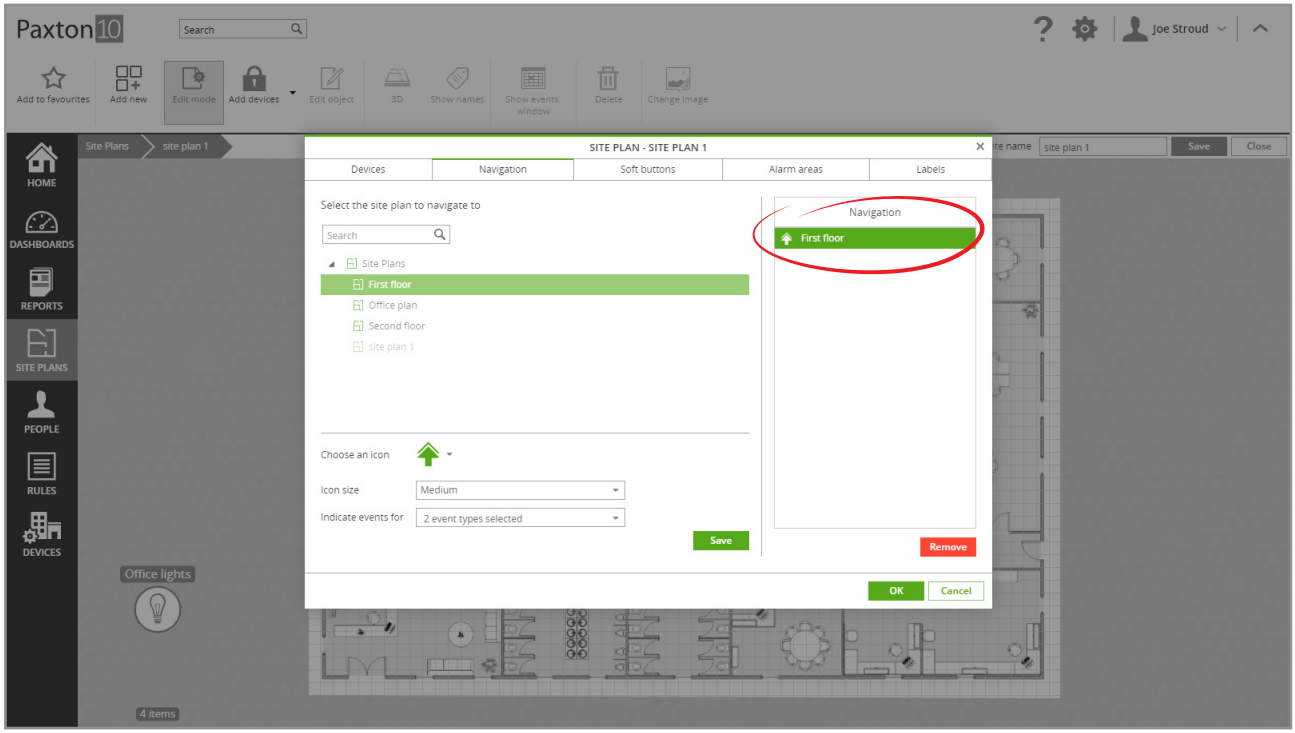
5. Choose an icon size

6. Select any events that the navigation icon should display – if an event of a selected event type occurs on the linked site, the event icon will indicate

7. Click '**Add**'



8. The navigation icons that have been added to the site will appear on the right-hand side. Select a navigation icon from the right-hand side to modify or remove it

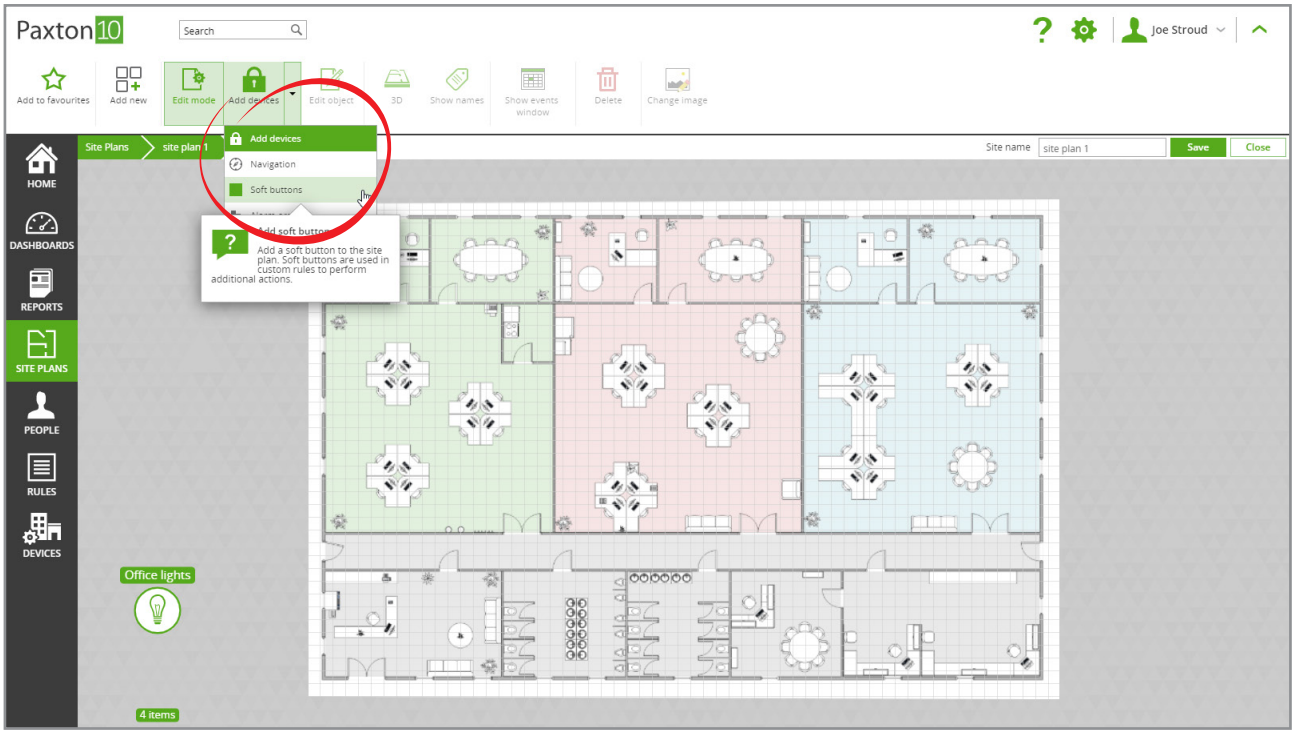


9. Click '**OK**'

Add a soft button to a site plan

1. Click the arrow next to '**Add devices**' to display the drop-down list

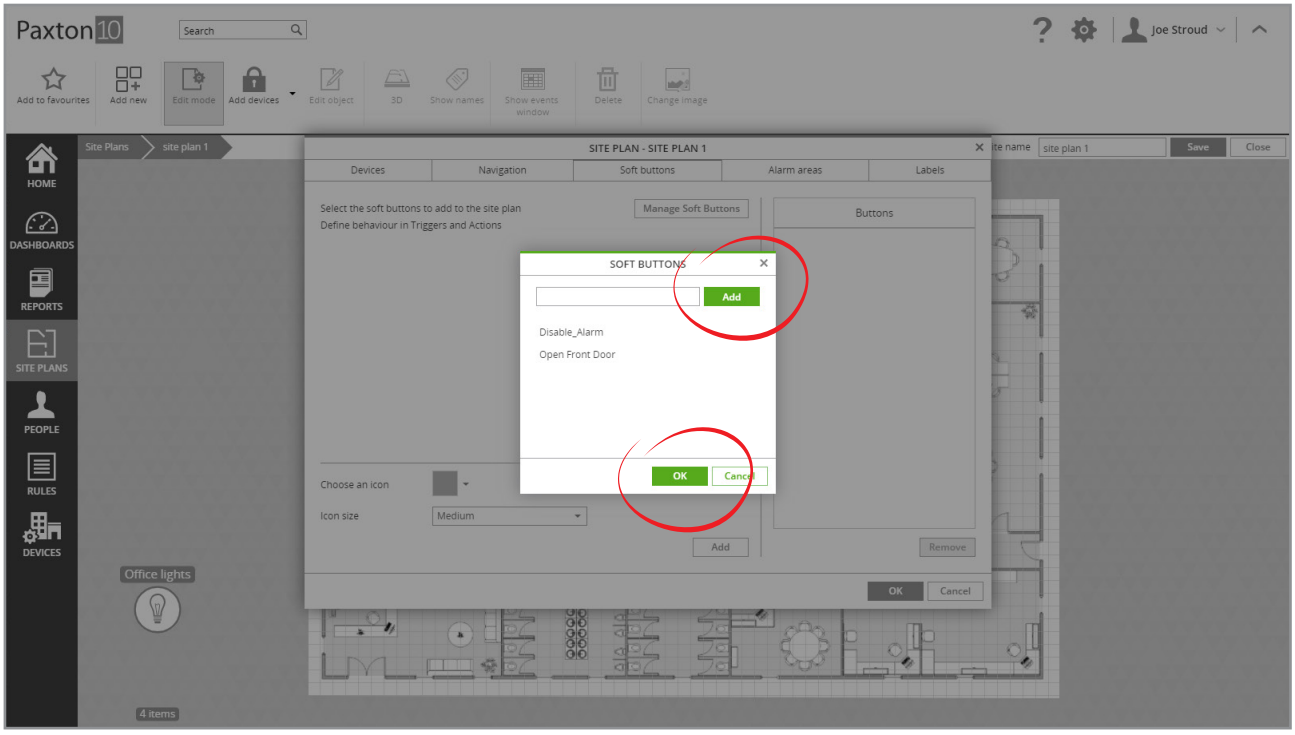
2. Click '**Soft buttons**'

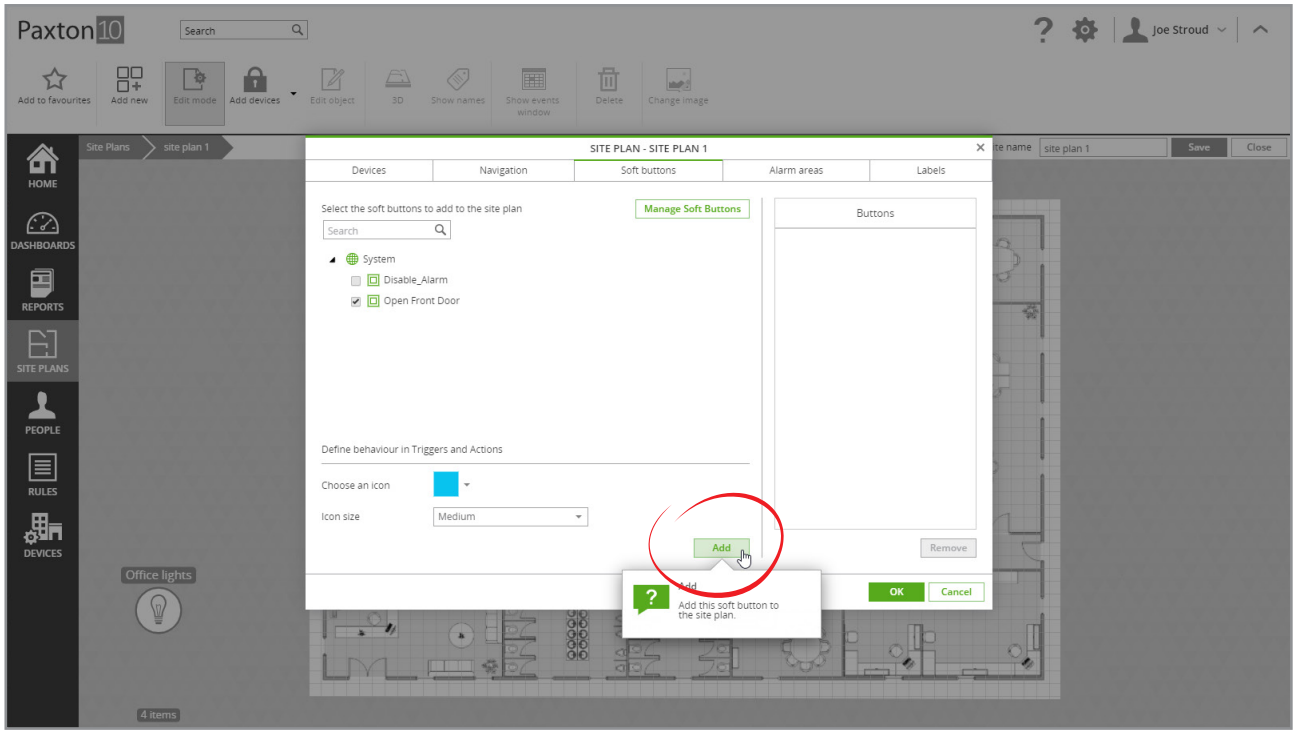


3. Select the soft buttons to add to the site plan,

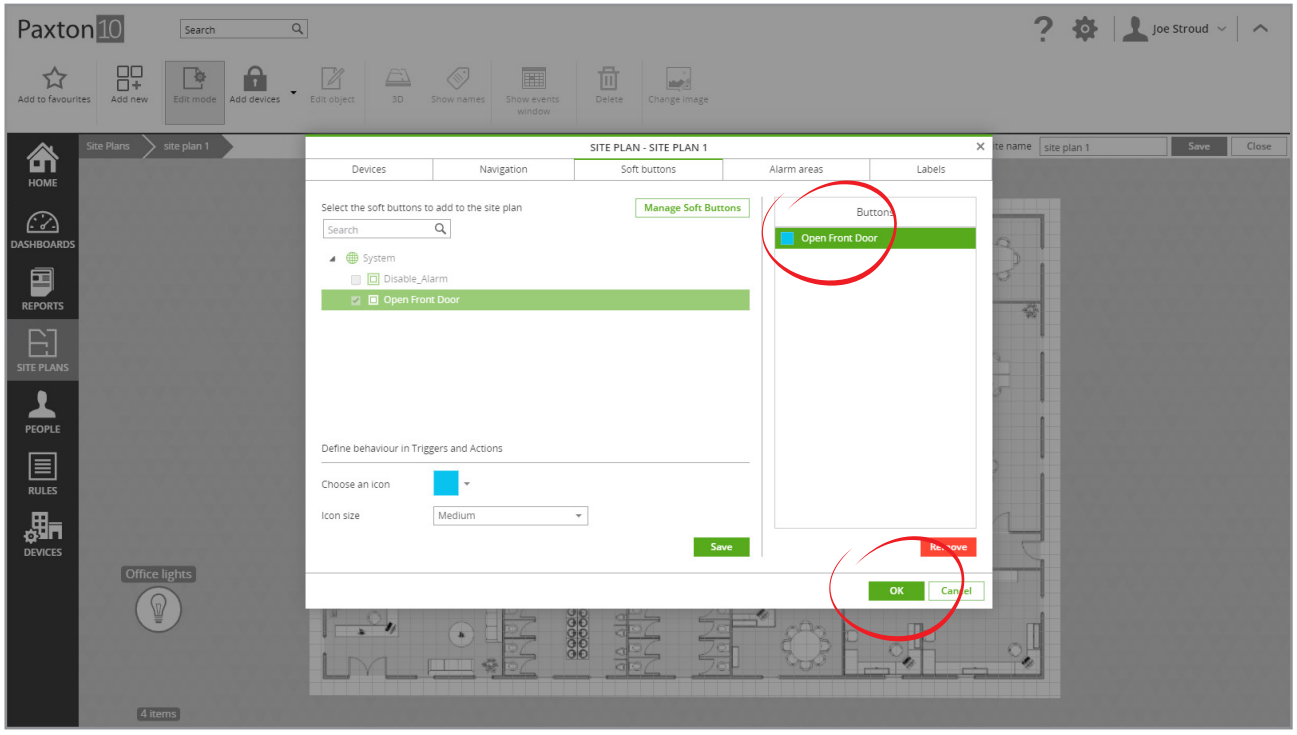
4. Select an icon colour and an icon size, then click '**Add**'

To add a new soft button, select 'Manage Soft Buttons', give the button a name, click '**Add**' and '**OK**'. Soft buttons must be configured in a Trigger and Action rule.





5. The soft buttons that have been added to the site plan will appear on the right-hand side. Select a soft button from the right-hand side to modify or remove it from the site plan



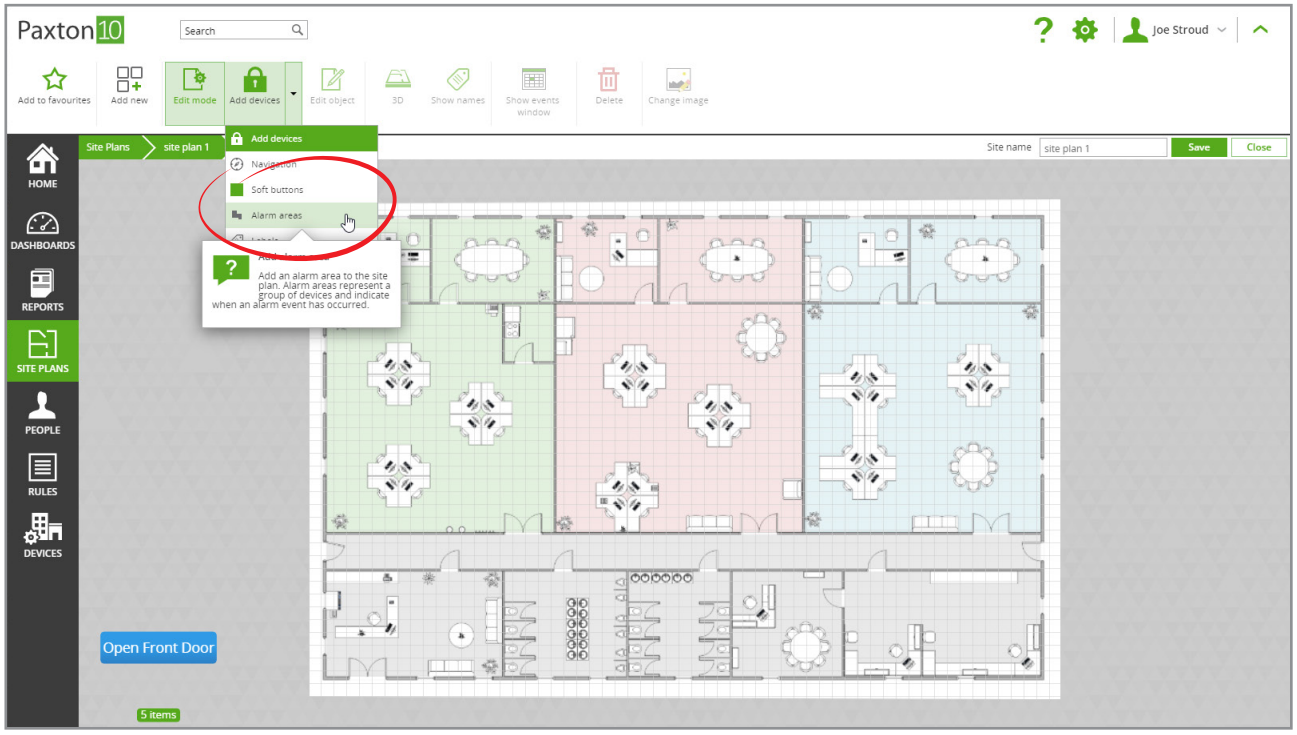
6. Click '**OK**'

Create a Trigger and Action rule to configure what each soft button will do when clicked – the soft button will be available for selection as a trigger. AN0021-US – How to create a Trigger and Action rule <paxton.info/5657>

Add alarm areas to a site plan

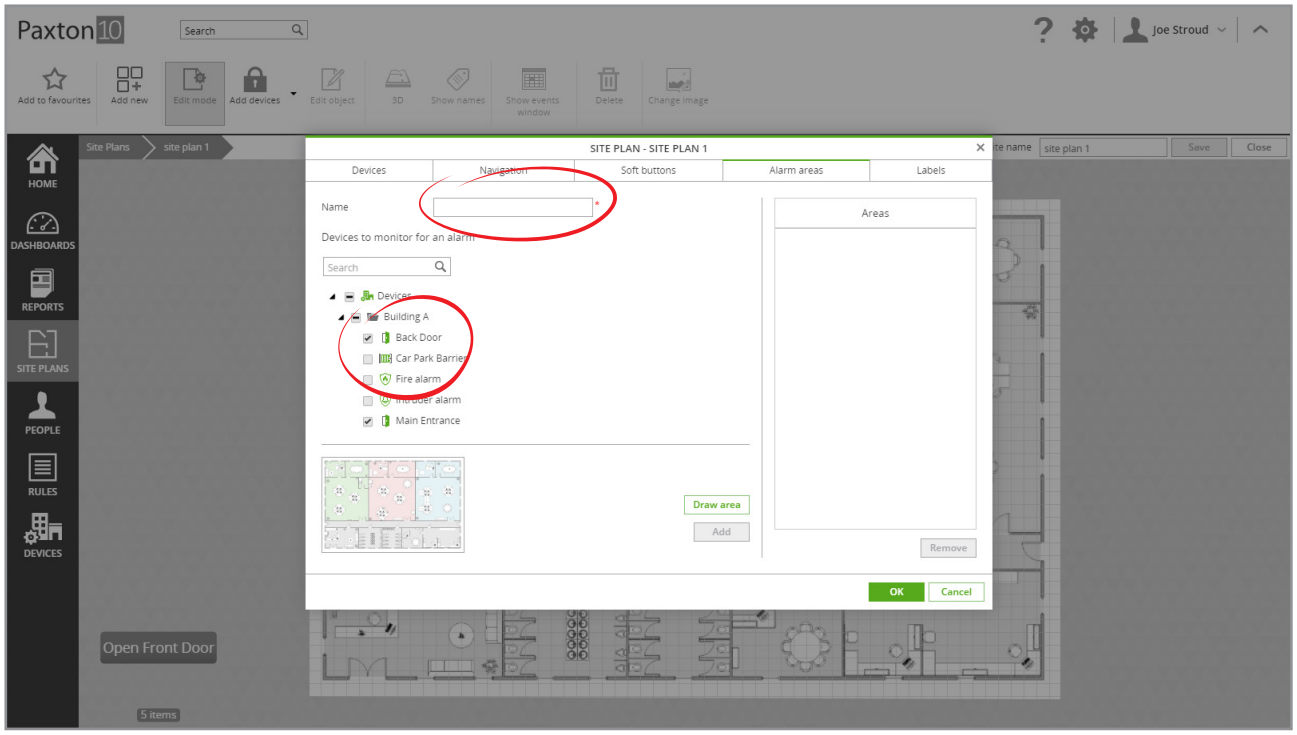
1. Click the arrow next to '**Add devices**' to display the drop-down list

2. Click '**Alarm areas**'

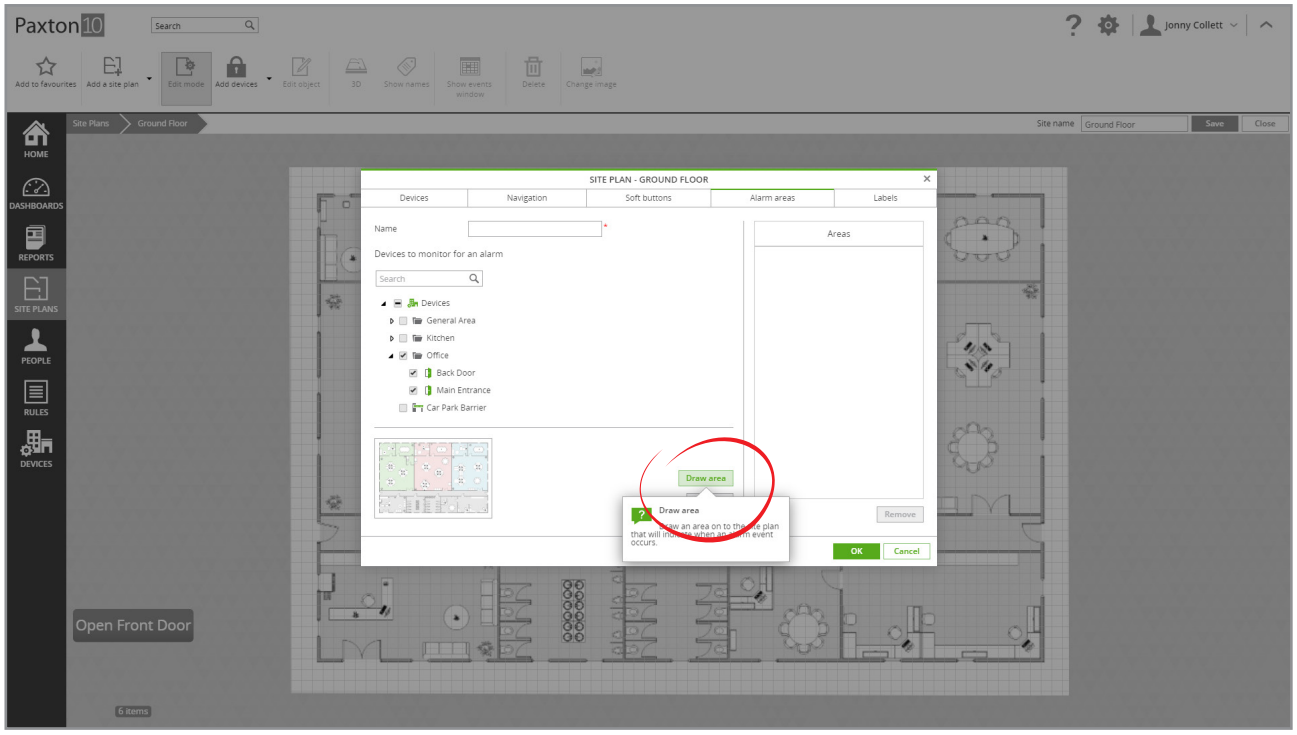


3. Enter a name for the alarm area

4. Select the devices to monitor for alarm events – an alarm event at any of the selected devices will cause the alarm area to highlight until the alarm has been acknowledged

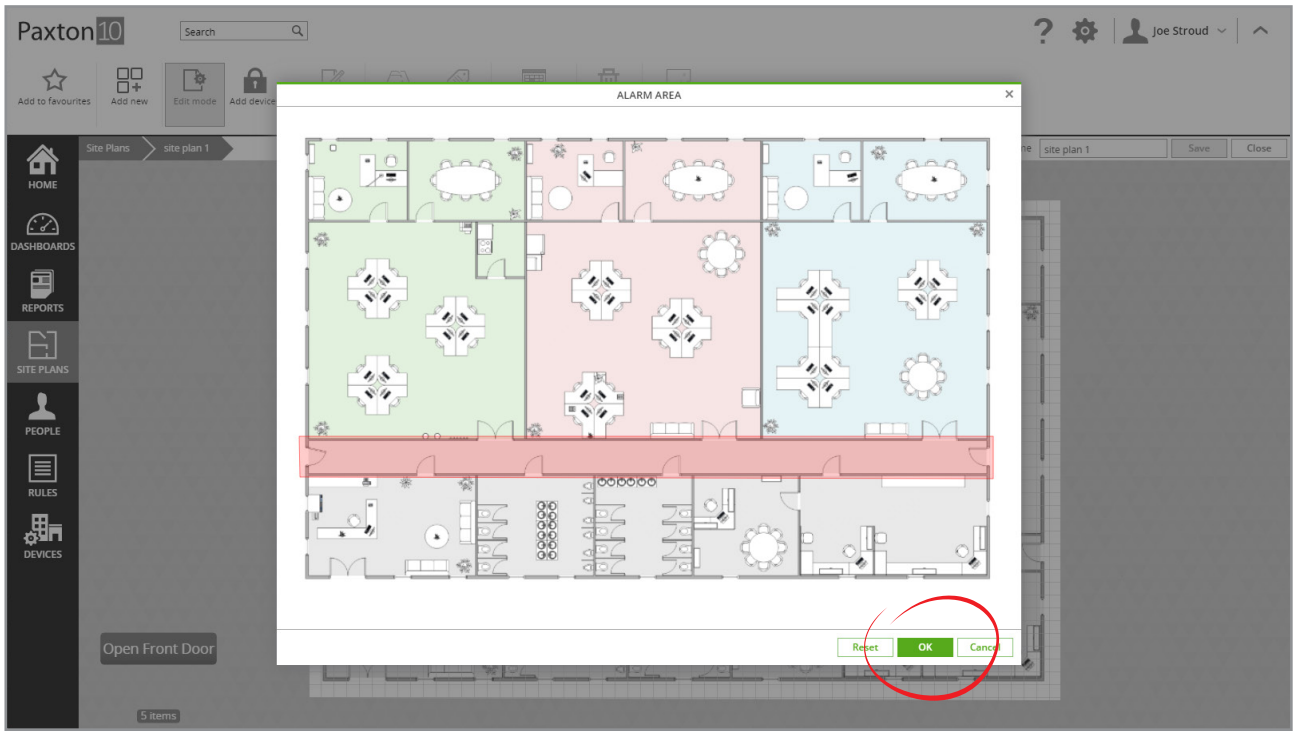


5. Click '**Draw area**' to set the area that will highlight when an alarm event occurs



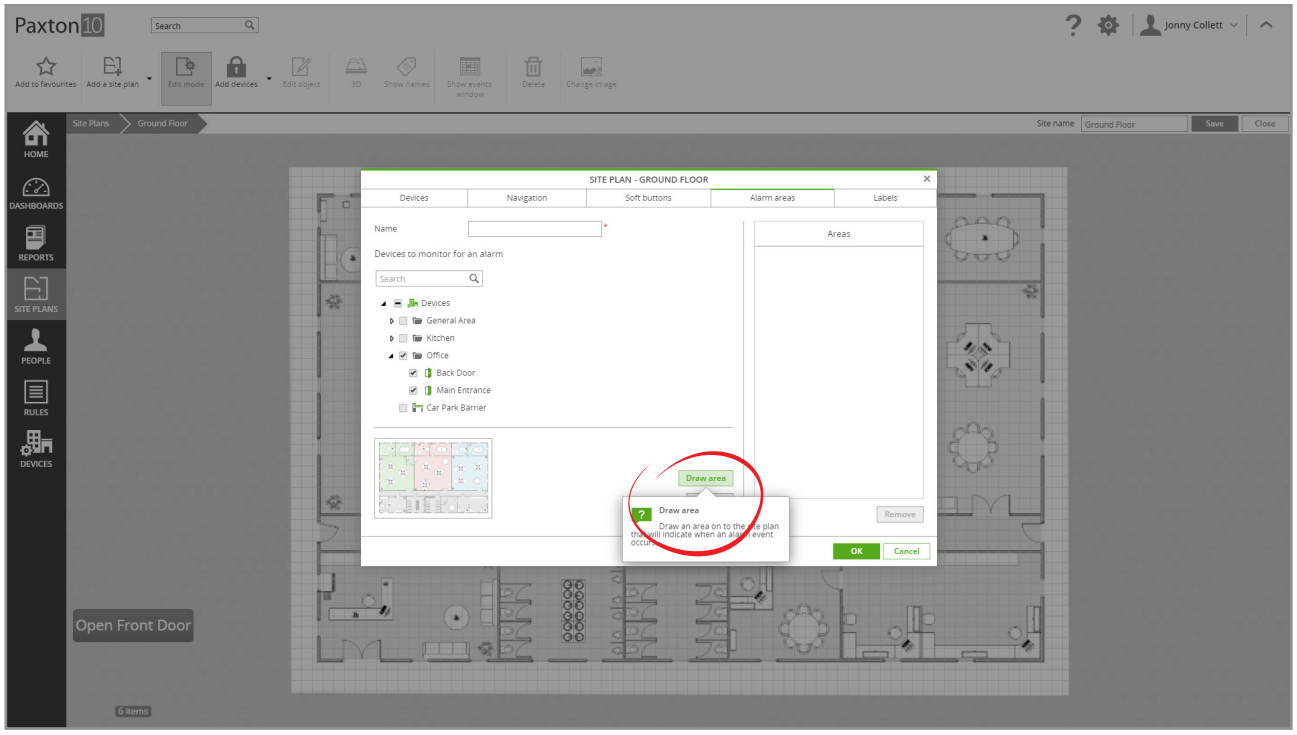
6. Click on the site to start drawing an area, moving the mouse along, click again, and continue until the mouse is back where it started, completing the area

7. Click '**OK**' to close the alarm area window



8. Click '**Add**'

9. The alarm areas that have been added to the site plan will appear on the right-hand side. Select an alarm area to modify or emove it from the site plan

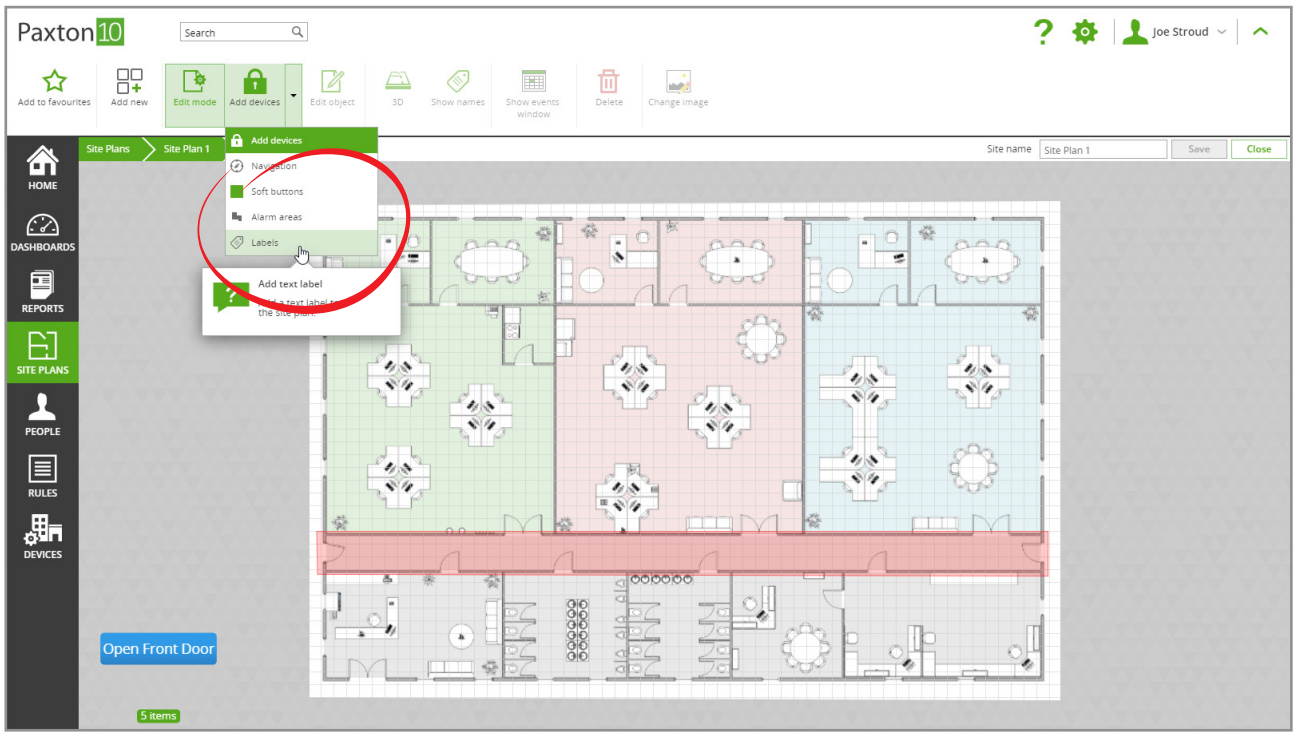


10. Click '**OK**'

Add a label to a site plan

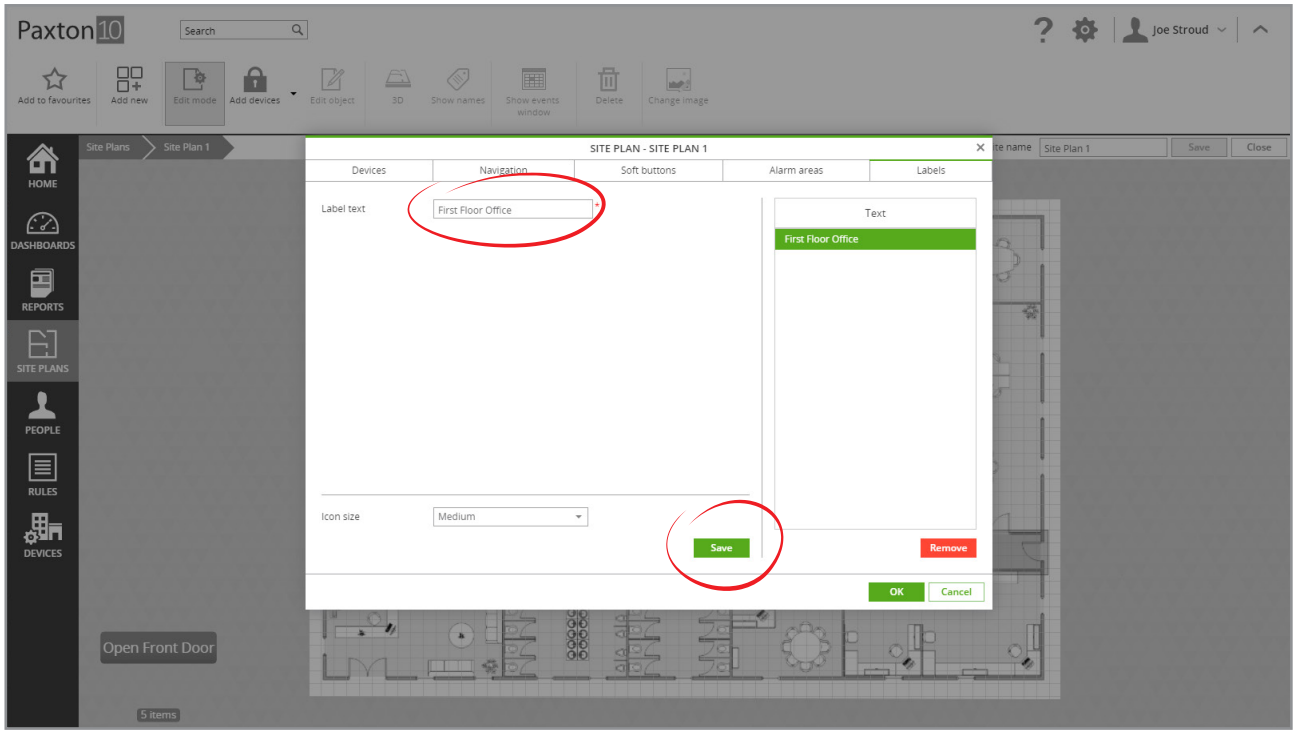
1. Click the arrow next to 'Add devices' to display the drop-down list

2. Click '**Labels**' from the drop-down list



3. Enter the text that the label will display

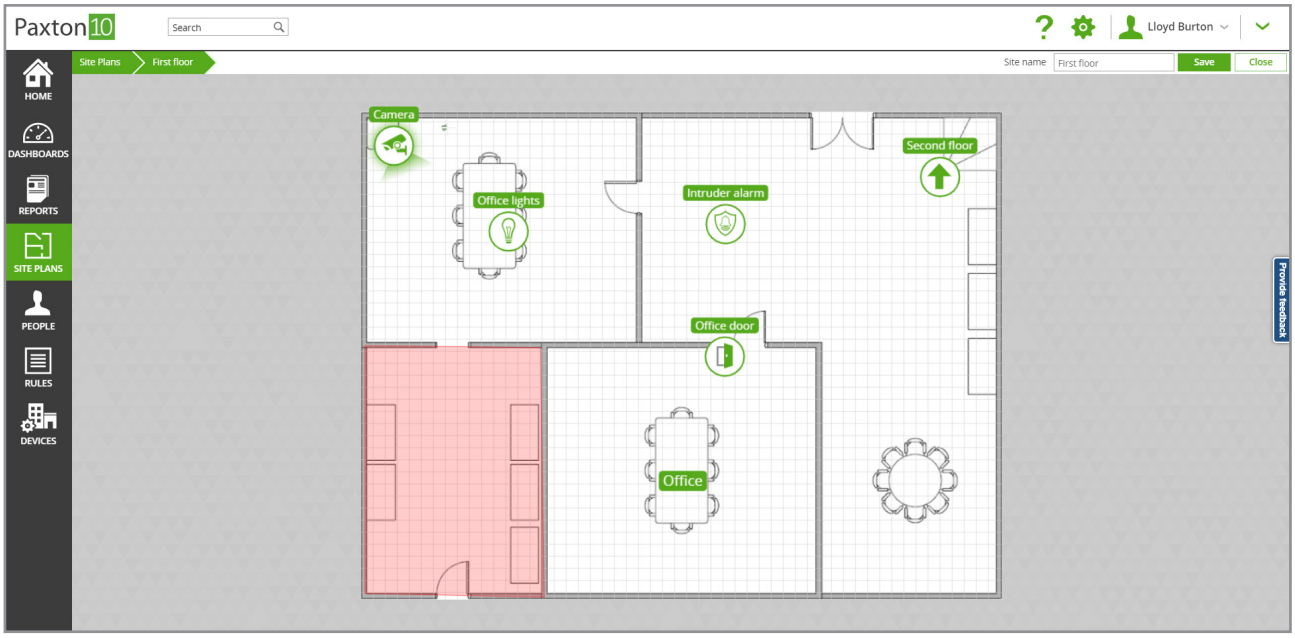
4. Select the text size, then click '**Save**'



Arranging objects on a site plan

Objects added to a site plan will appear in the bottom left-hand corner. While in edit mode, click and drag each of these onto the site to their desired locations.

Some icons, such as cameras, may be directional. When the icon is selected, click and drag the pivot dot to rotate the icon.



Frequently asked questions

How do I set up the soft button on my site plan?

Once you've added a soft button to a site plan, it's behaviour can be set up using a trigger and action rule.
See: . AN0021-US – How to create a Trigger and Action rule <paxton.info/5657>

Who can view the site plan?

Site plans are warranted in Software permissions. Giving a user Read permissions to the site plan location allows that user to view the site plan and everything on it.
All objects (devices, navigation icons…) will be displayed even if that user doesn't have permission to that specific entity, however event icons will not be displayed if the user doesn't have the relevant events permissions, and a device can only be controlled if the user has the required Building permissions.

How do I remove an object?

To remove an object, enter Edit mode, select the object you wish to remove or modify, then from the menu select Edit object. The object will be highlighted by default in the Edit Site plan window, either change the object then click Save, or click Remove to remove it from the site plan.

What is the minimum and maximum resolution I can use for a site plan?

At minimum, the site image (after cropping) should be 300 by 300 pixels. The maximum file size supported is 4MB.

What image file types can I use for a site plan?

Paxton10 supports the following image files: JPEG, JPG, GIF and PNG. The maximum file size supported is 4MB.