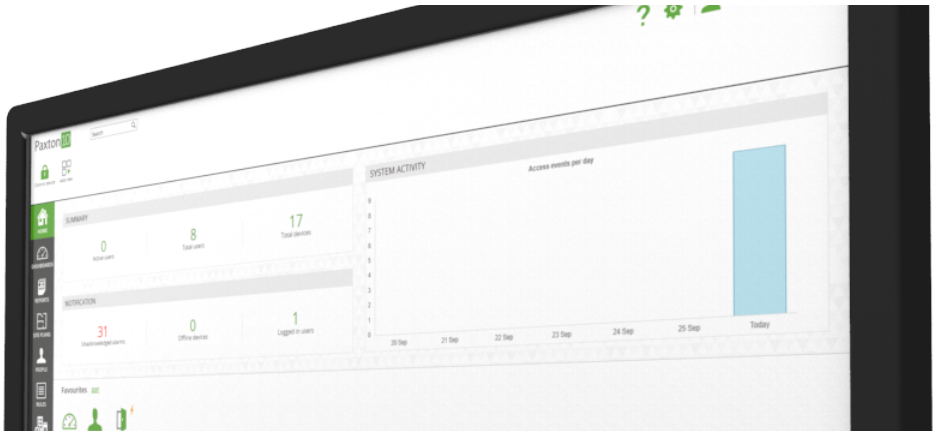


How to use a site plan

Overview

Site plans allow software users to monitor a site using interactive graphical plans. Site plans can be used to control devices, view video from cameras, monitor and acknowledge events, and perform bespoke actions, all from a single location in an easy to use way.

General controls

2D/3D

Sites can be viewed in 2D or 3D – select '**3D**' from the menu to toggle 3D view.

While in 3D view the site can be rotated using the '**Left**' and '**Right**' buttons from the menu, or by using the left and right arrows on your keyboard.

Names

Click '**Show names**' to display the names of each device and the destination of each navigation icon, clicking show names a second time to hide the names.

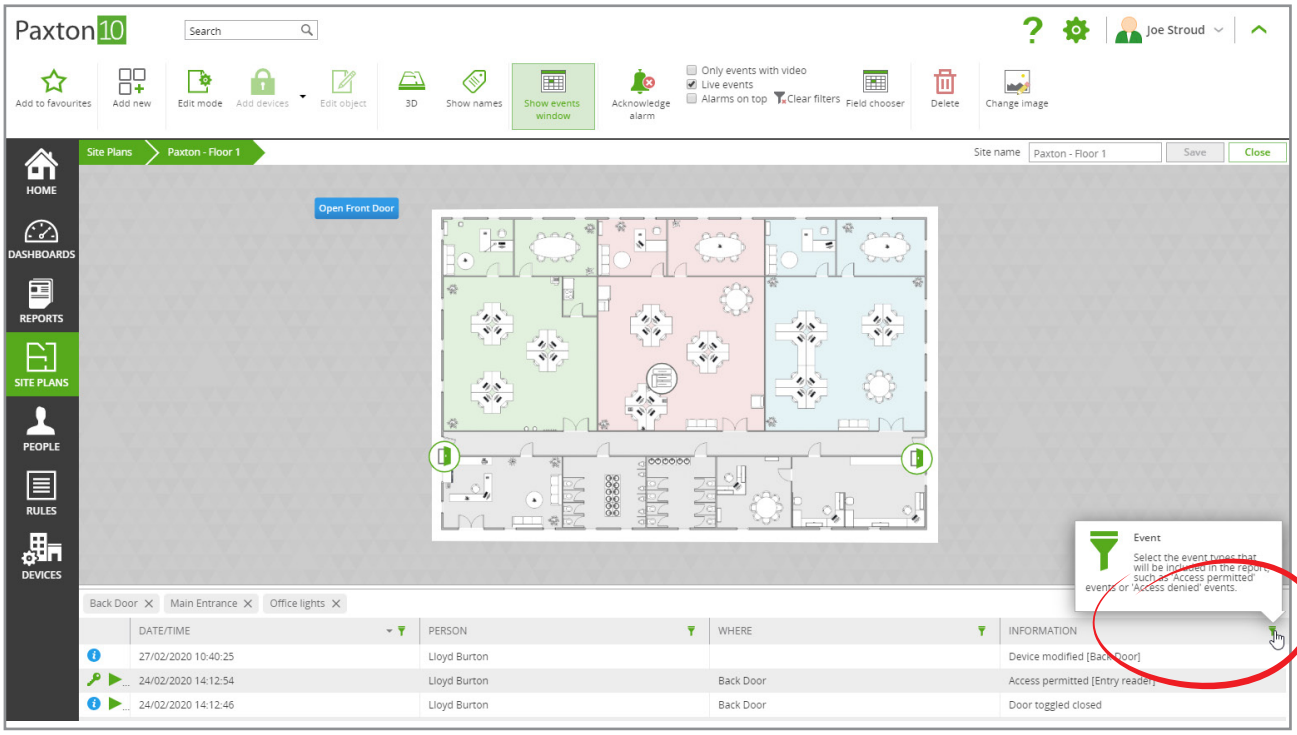
Events window

It is possible to view events while viewing a site plan.

1. Click '**Show events window**' from the menu – the events window will appear at the bottom of the screen

2. Resize the events window by click and dragging

3. The events displayed by default will be for the devices on the site plan; use the filter controls in the column headers to change the applied filters

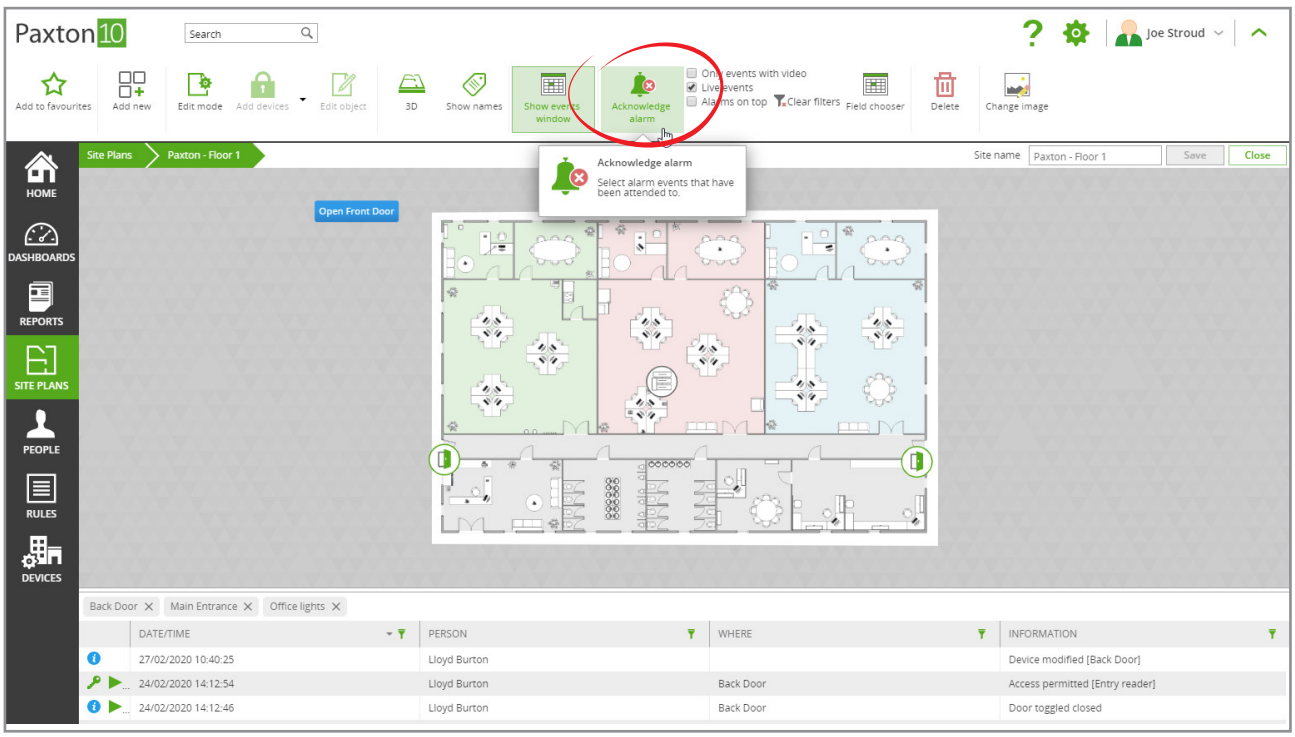


4. Click '**Show events window**' again while the window is displayed to hide the window

Acknowledge alarm

When alarm events occur for any of the devices that are on the site plan, the '**Acknowledge alarm**' button will become active. Devices and Alarm areas flash red when an alarm occurs. Once the alarm has been investigated and resolved, acknowledge the alarm in the software to mark it as acknowledged.

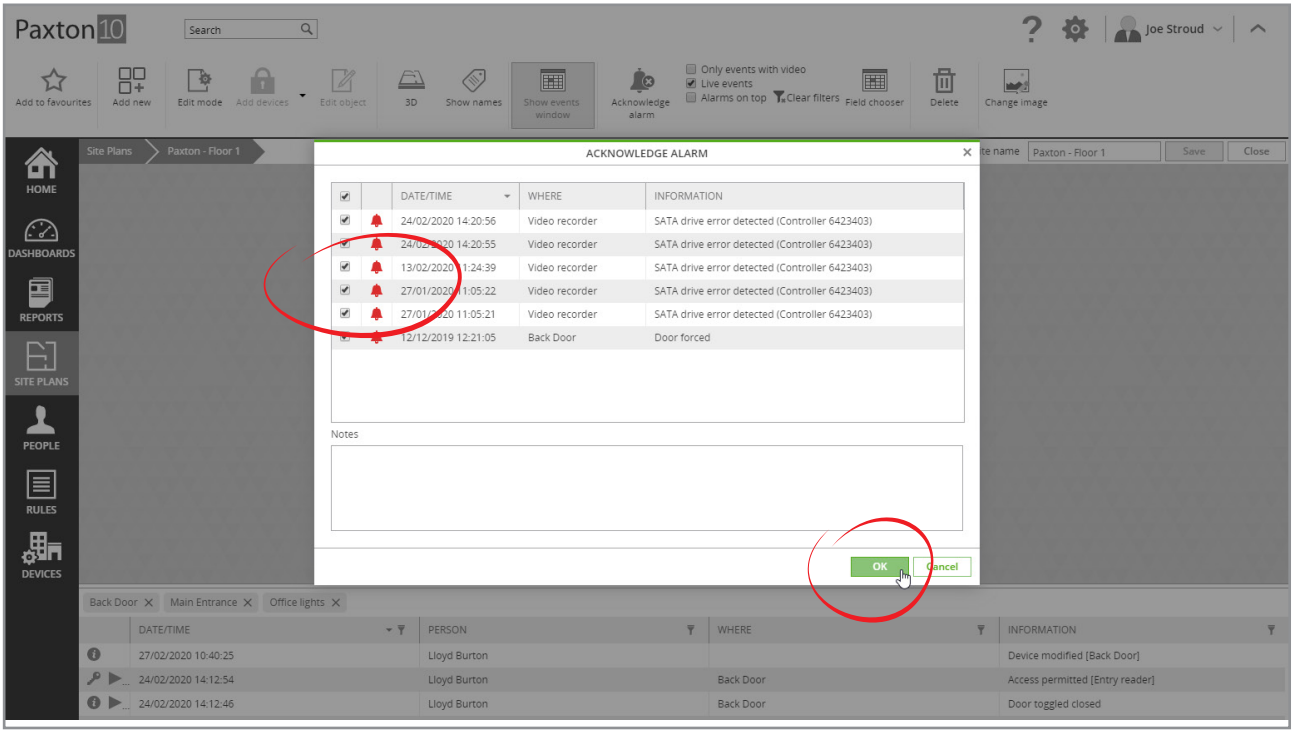
1. Click '**Acknowledge alarm**' from the menu



2. Select the alarm event(s) to acknowledge

3. Enter a note to tag to the event if required

4. Click '**OK**'



Device icons

Device state

Device icons on a site plan represent the current state of that device. In addition to the device state, as events occur and the device state changes, event icons appear. Event icons are a useful way to see why something has happened.

Device events

Click on a device icon (excluding cameras) in a site plan to view the last 5 events that occurred at that device.

Device interaction

Right click on a device icon to action the device, view an event report for the device, view the cameras looking at the device, or to open the device configuration.

View video

Click on a camera icon in a site plan to view the live video from that camera – the video will open within the site plan

Navigation icons

Navigation

Click on a navigation icon to navigate to a different site plan.

Device events

Navigation icons display event notification icons to represent events occurring on a linked site plan. This makes it possible to monitor multiple site plans in addition to the one currently being viewed.

Soft buttons

Interaction

Click on a soft button to perform the configured action for that button.

Frequently asked questions

Why is a device icon on the site plan grey?

Grey device icons could mean 1 of 2 things:

1. The device is currently offline – the hardware the device is mapped to could be disconnected or communications may be down
2. You do not have permissions to view the current state of the device – event permissions for each device is required to view their state

Contact your system administrator to resolve these issues.

Why can't I view events on the site plan?

You may not have permission to view the relevant events – event permissions for each device is required to view their events.

Contact your system administrator to resolve this issue

Why can't I perform an action by right clicking on a device?

You may not have permissions to perform some actions. To action a device, the same permissions are required as if you were presenting your credential at the device.

Contact your System administrator to resolve this issue.

The Navigation icon doesn't work

To use a navigation icon, you must have permission to view the site plan that it will take you to.

Contact your System administrator to resolve this issue.

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