

How to add an access point

Overview

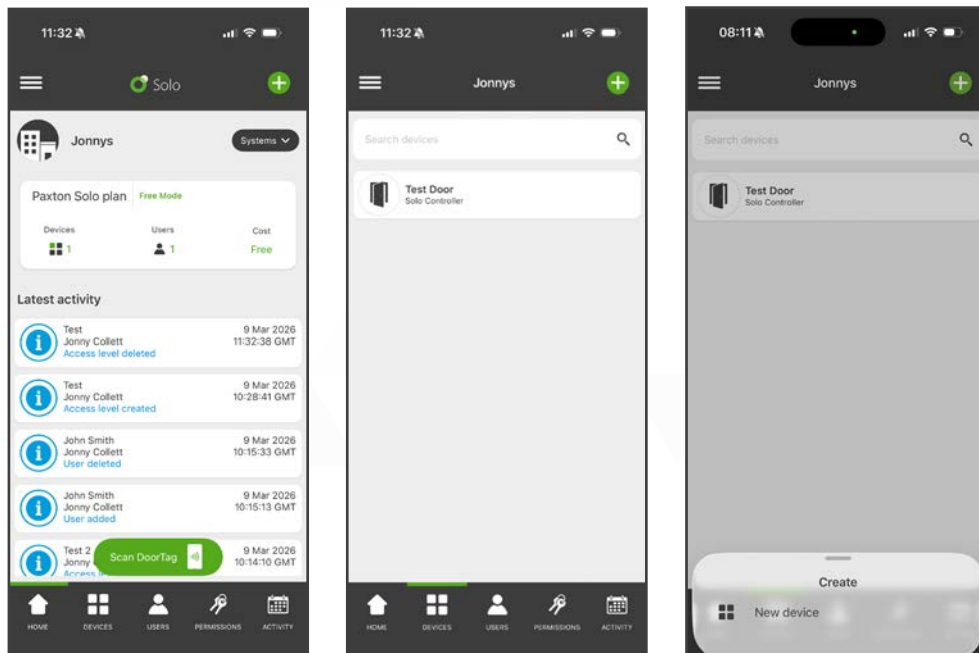
Solo's freemium model allows you to manage a single access point and a single user at no cost. This application note will guide you through the process of adding an access point to your Solo system.

To add more than one access point to your Solo system, you will need to add credits to your system.

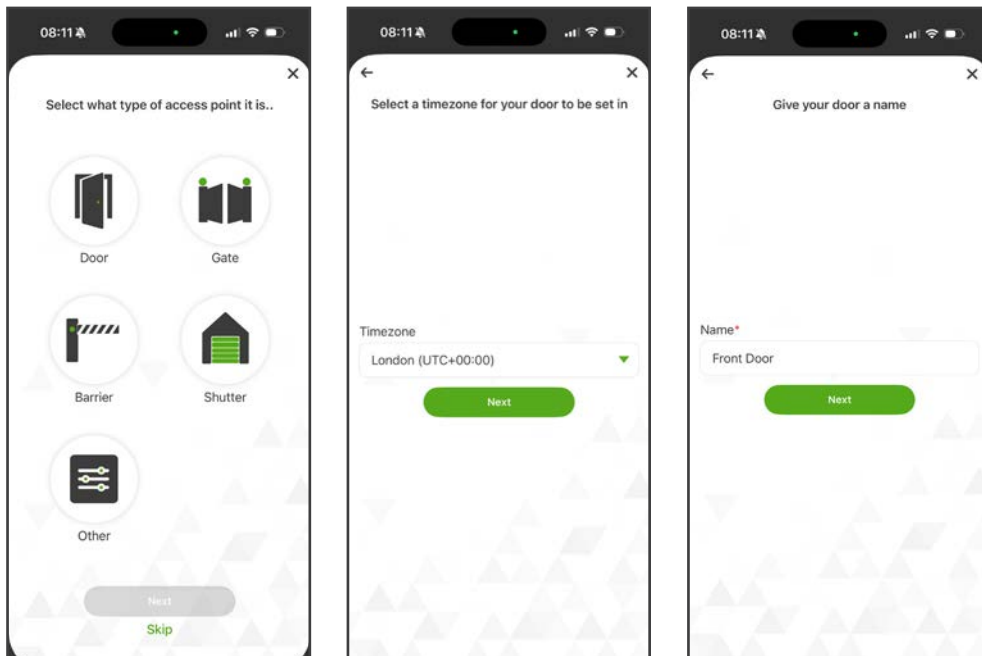
For more information on adding credits to your system, please refer to application note: [APN-1231-AE - Managing credits in Solo](#).

How to add an access point

1. Login to the Solo app.
2. From the home screen, navigate to 'Devices'.
3. Tap the green '+' icon in the top righthand corner.
4. Tap 'New device'.



5. Select the type of access point and tap 'Next'.
6. Using the dropdown menu, select the timezone the device is in and tap 'Next'. Give your access point a name and tap 'Next'.



Tip: For simplicity, consider naming your access points based on where they are installed, for example Front Door or Back Gate. This will ensure your system remains clear and recognisable to newly enrolled users.

7. Scan the QR code or enter the serial number on the Solo - Controller to add the controller to your system and tap 'Next'.
8. Tap 'Done' to complete the process.

Or, you can move on to add your Solo - DoorTags. For more information on how to add DoorTags, please see application note: [APN-1216-AE - Adding a Solo DoorTag](#).

