User Guide for Apartment intercoms

Granting access with the intercom tablet.

Upon arriving at the apartments, a guest will be greeted with an intercom panel at the point of ingress. (Canning Hwy or The Esplanade)

The guest can input the unit number and press the # button

      i.e., 602#

This will immediately call the residence/office.

When the guest initiates a call, the tablet inside the residence/office will ring.

If you are expecting a guest, you can buzz them without picking up, by pressing the **blue key icon**.

If you are unaware of who the person is, you can **answer via the green pick up button** on the right.

You will then be presented with the same key icon that will allow you to unlock the door or turn them away by simply ending the call.
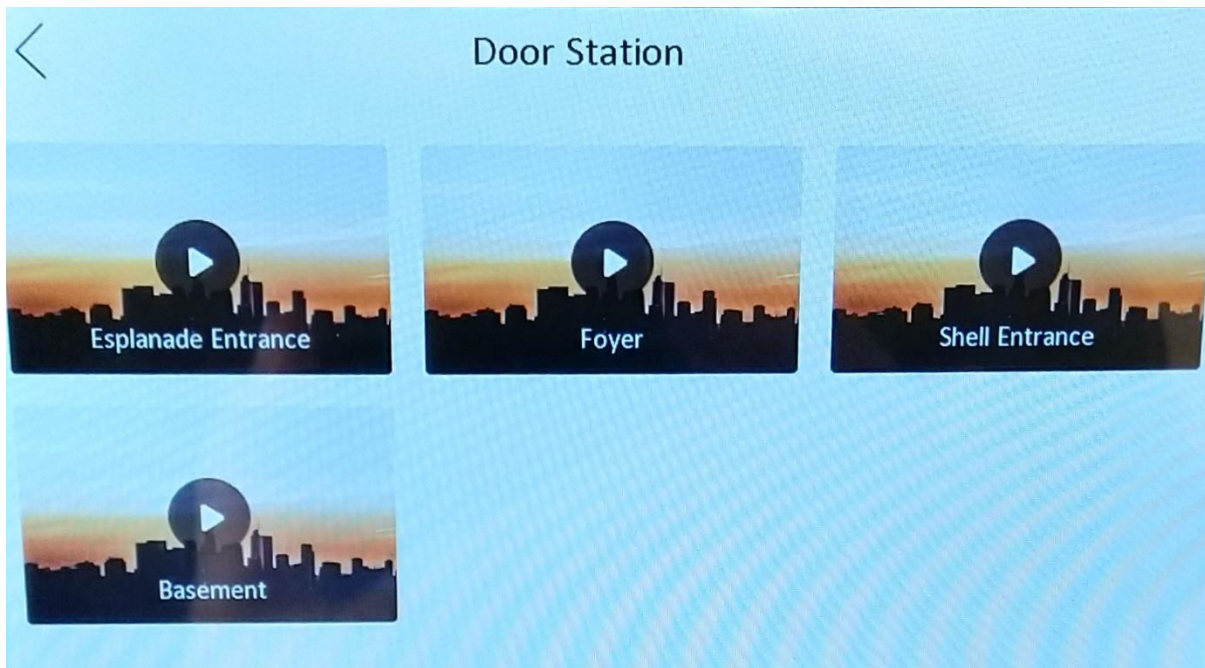
If you have made a mistake and ended the call without unlocking the door, or the unlock was not long enough. You are still able to open the corresponding doors using the live view feature. It is the third icon on the main screen (Underlined blue icon below).

Clicking the Live View icon will bring you into the door station menu.
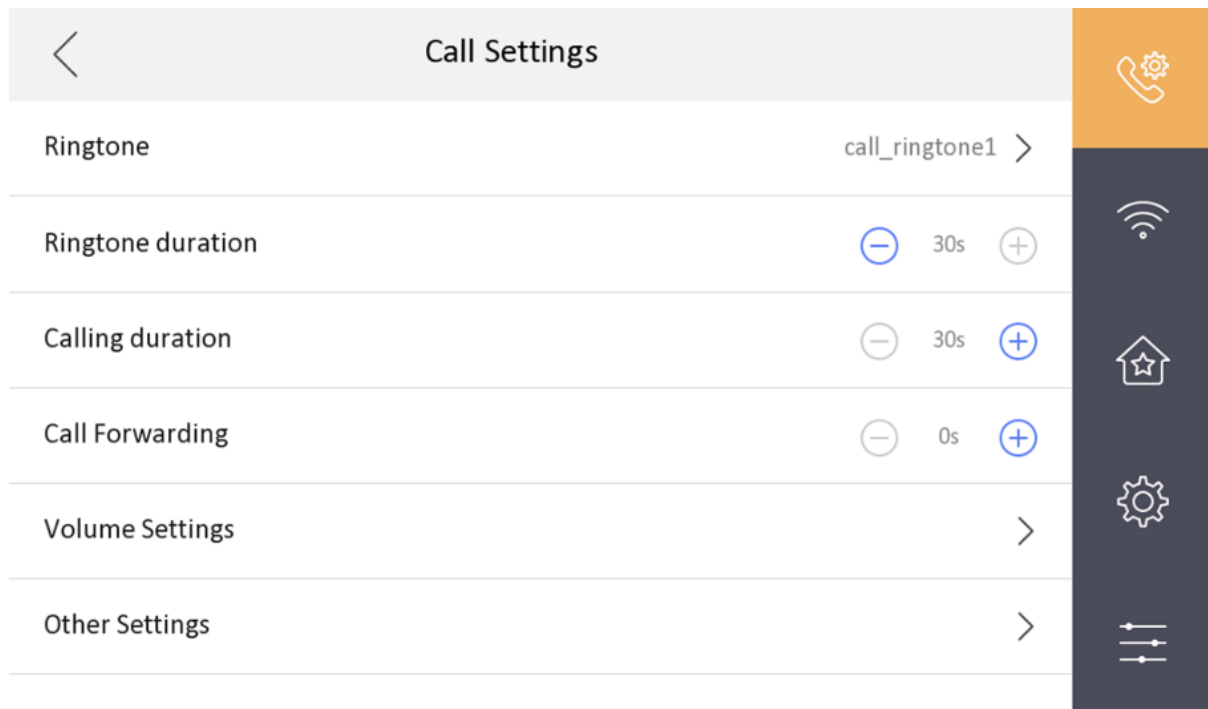
You will be presented with 4 door stations.

- Esplanade Entrance (Master Station 1).
- Foyer (Master Station 2).
- Shell Entrance (Master Station 3).
- Basement (Master Station 4).

When you click the desired station, you will be presented with the camera view and the unlock button. Please do not keep this session open as it is only meant for quickly granting access.

Call Settings

If you require a longer call duration or feel the need to adjust volume settings for the tablet. They can be found in call settings within the settings menu

You are also able to change the call forwarding time here. It will change the amount of time before it redirects the call to your phone.
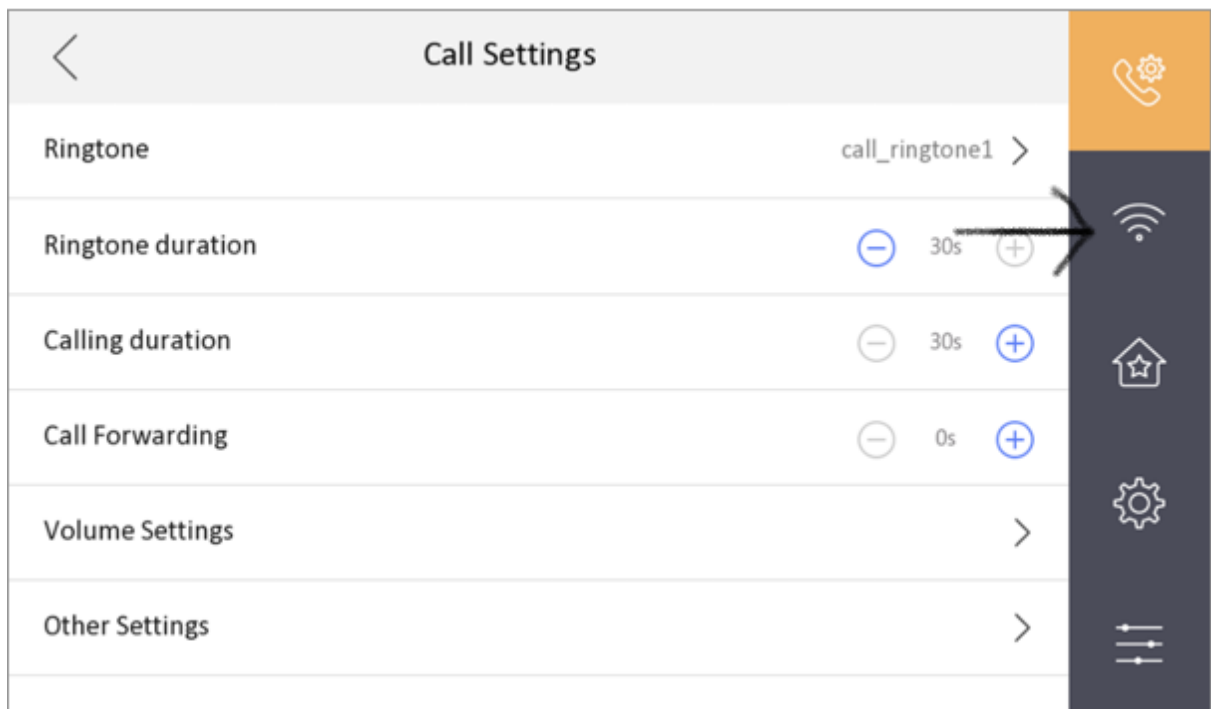
It is important that no settings other than the ones specified below are changed as it may break the connection to the intercom system. Causing your tablet to be non-functional.

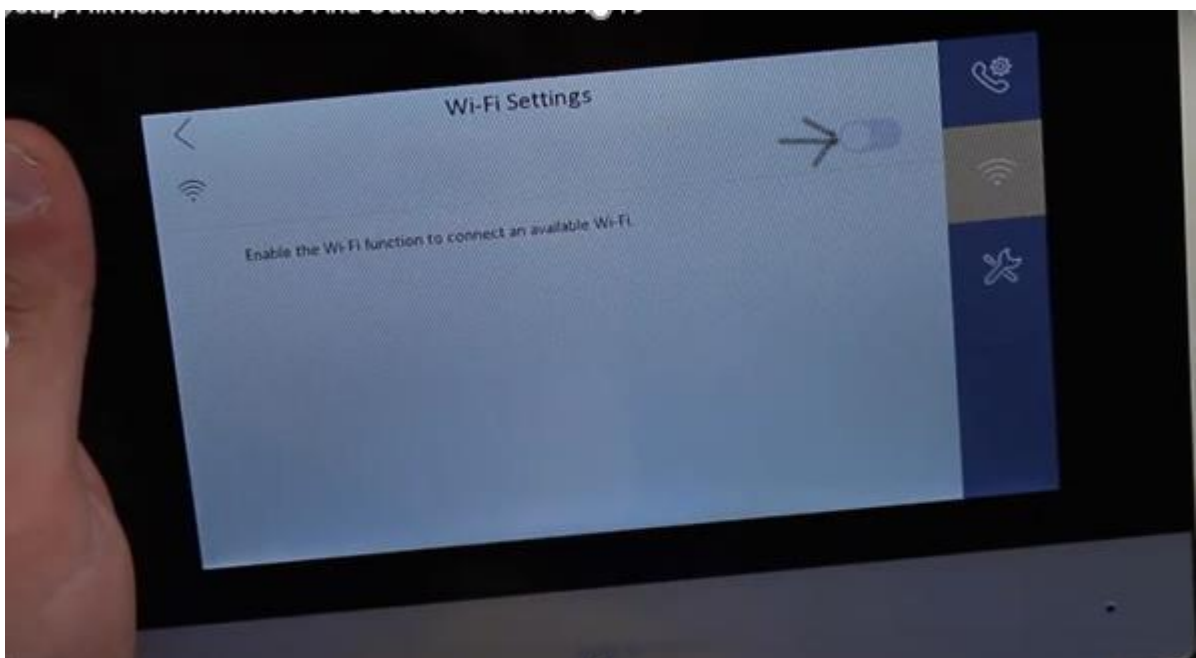## Connecting to Wi-Fi/ Setting up call forwarding

You can redirect the call to your phone, if you grant the tablet access to Wi-Fi, and configure the mobile app to receive calls.

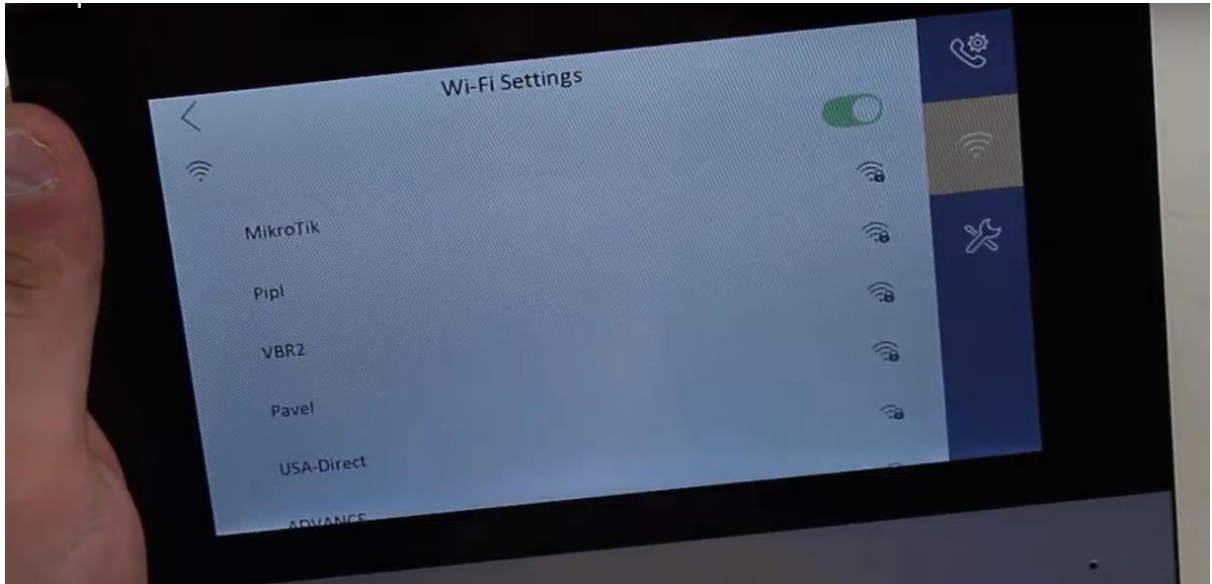You can connect to Wi-Fi by following the steps below

1. Press the Wi-Fi icon on the right of the settings menu
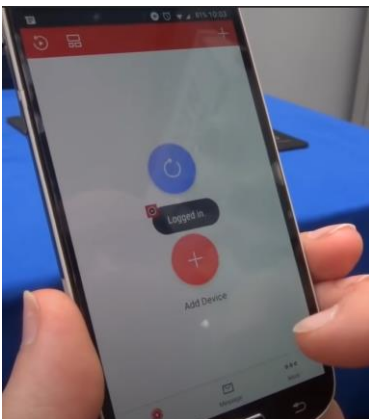

2. Click the toggle to enable Wi-Fi

3. After a few seconds, you will now see a list of available Wi-Fi modems. Please select the one belonging to you and enter your Wi-Fi password.
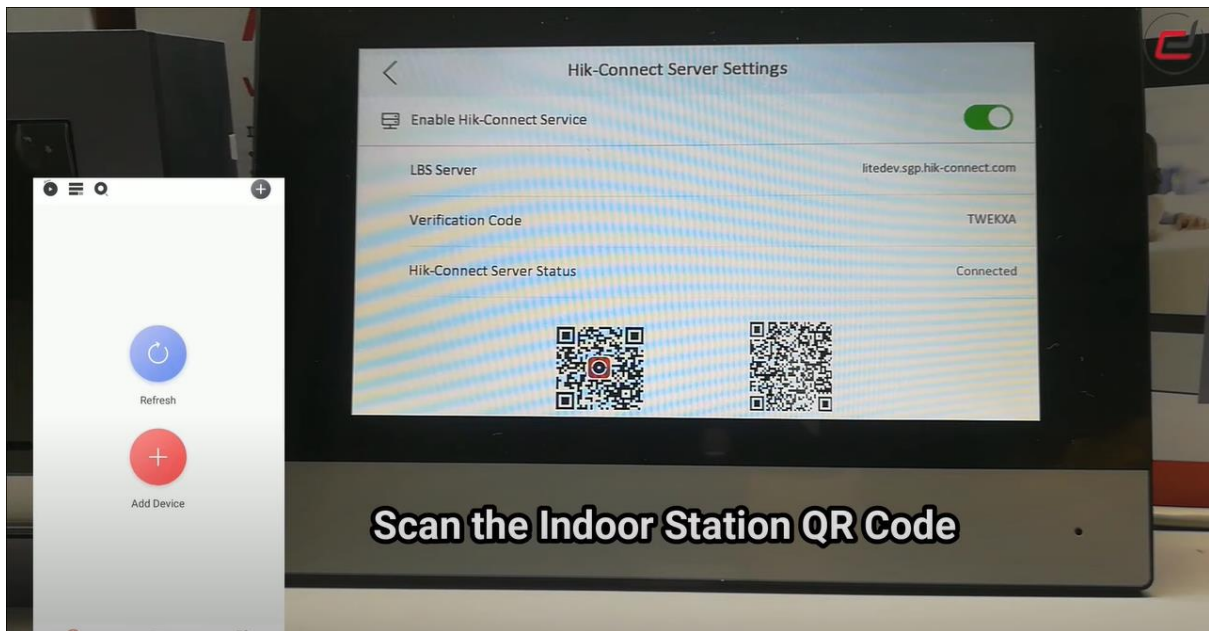

Setting up call forwarding

This can be achieved by doing the following

1. Install Hik-Connect app on your phone,
2. Create an account, and enter your details,
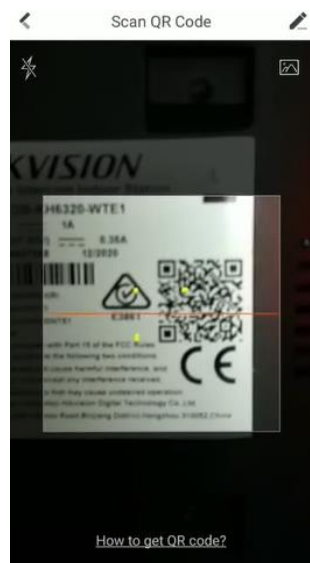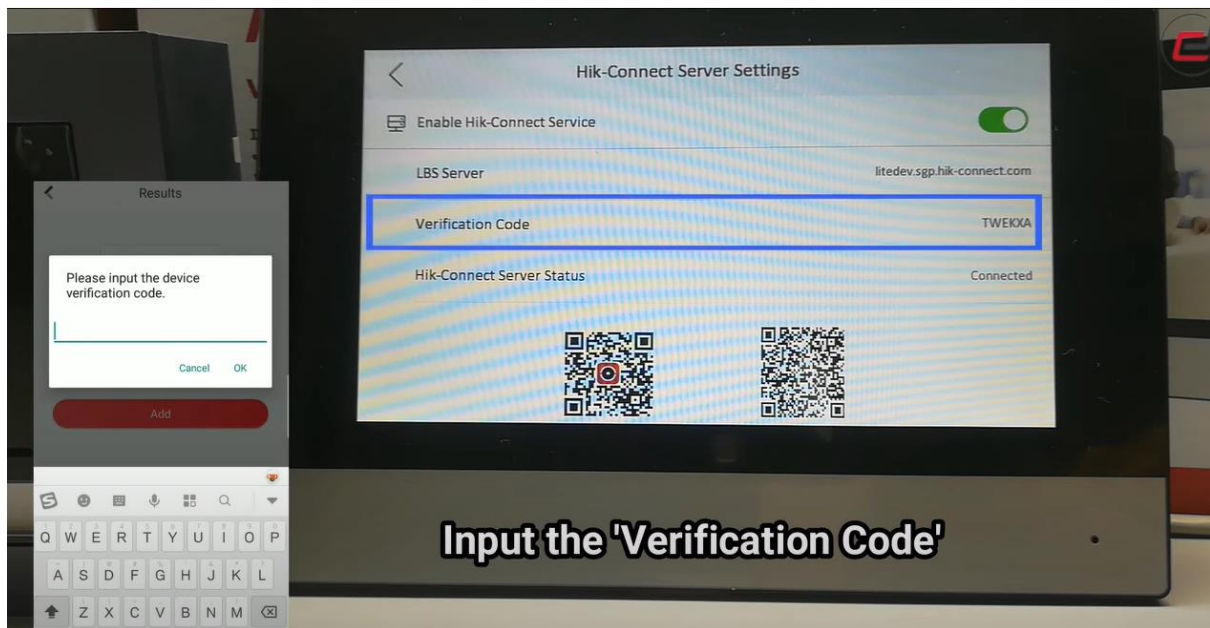3. You will then reach this menu

Move to your intercom unit.

1. Go into settings, clicking Hik-Connect Service Settings you will see the following menu,
2. Click enable Hik-Connect Service.

Scan the Indoor Station QR Code

3. On your phone click add device and scan the QR code.

4. The phone will then add the device automatically. You will need to input the verification code as shown

Input the 'Verification Code'

5. You will be able to name the tablet as you wish, and calls will auto forwards at the time threshold selected before in the call settings. (0-20 seconds)

It is important to note that this feature will not work without granting your tablet Wi-Fi access. The feature requires internet to work.