



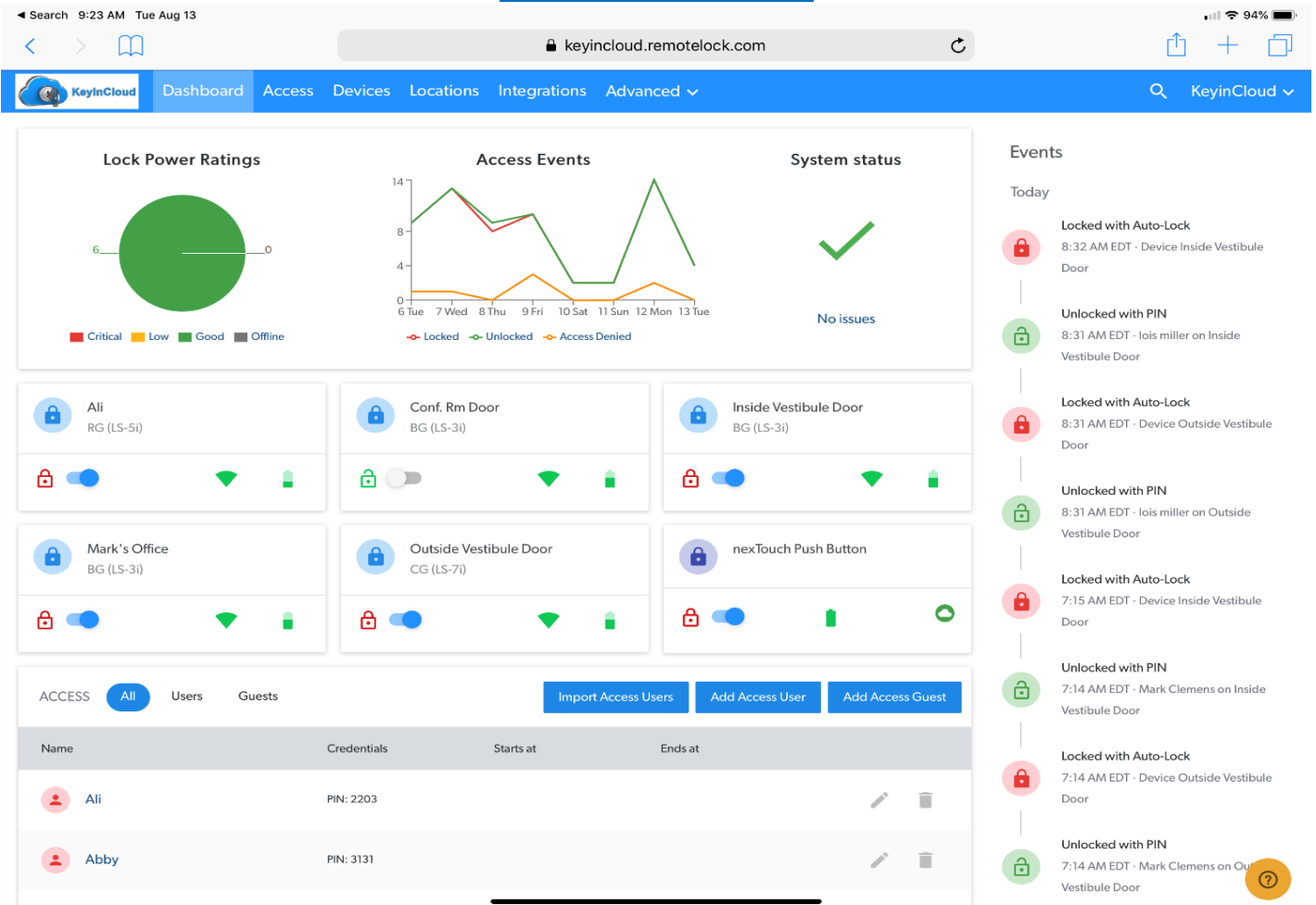
**KeyInCloud**

PLATFORM OVERVIEW WITH KEYINCLOUD



Welcome to KeyInCloud, ACaaS Management Platform. This overview will provide some basic information relative to our platform and capabilities related to managing your overall Access Control Solution.

## System Dashboard



- 1.) **The Dashboard** in the upper part monitors Lock Power Ratings, Access Events and overall System Status/Health. It also provides a list of devices registered to your account, a list of authorized users and on the right a scrolling timeline of recent events. From this main page you can quickly and easily tab over to add Users, Devices, Locations, Manage 3<sup>rd</sup> Party Integrations etc. etc. On the far right is a drop-down menu to Manage your account from an Administrator perspective establishing members and roles which allows you to partition the management of our platform by location (Manager), groups of locations (Regional Manager), all the way down to a single device (Tenant).

## Access Tab – Adding Users & Guests

Next to the Dashboard is our Access Tab where you enter your Users and Guests into your system.

The screenshot shows the KeyinCloud web interface. The top navigation bar includes 'Dashboard', 'Access', 'Devices', 'Locations', 'Integrations', and 'Advanced'. The 'Access' tab is selected. Below the navigation bar, there's a sidebar with 'Access Users', 'Access Schedules', and 'Access Exceptions'. The main content area shows a table of users and guests. The table has columns for Name, Credentials, Starts at, and Ends at. The table lists several users and guests, including Abby, Jeff Gary, Card Reader 2, Danny, Andy, Ali, Twig, U.P.S., Joseph, VINCE VENEZIALE, and Mike Gage. There are buttons for 'Import Access Users', 'Add Access User', and 'Add Access Guest'.

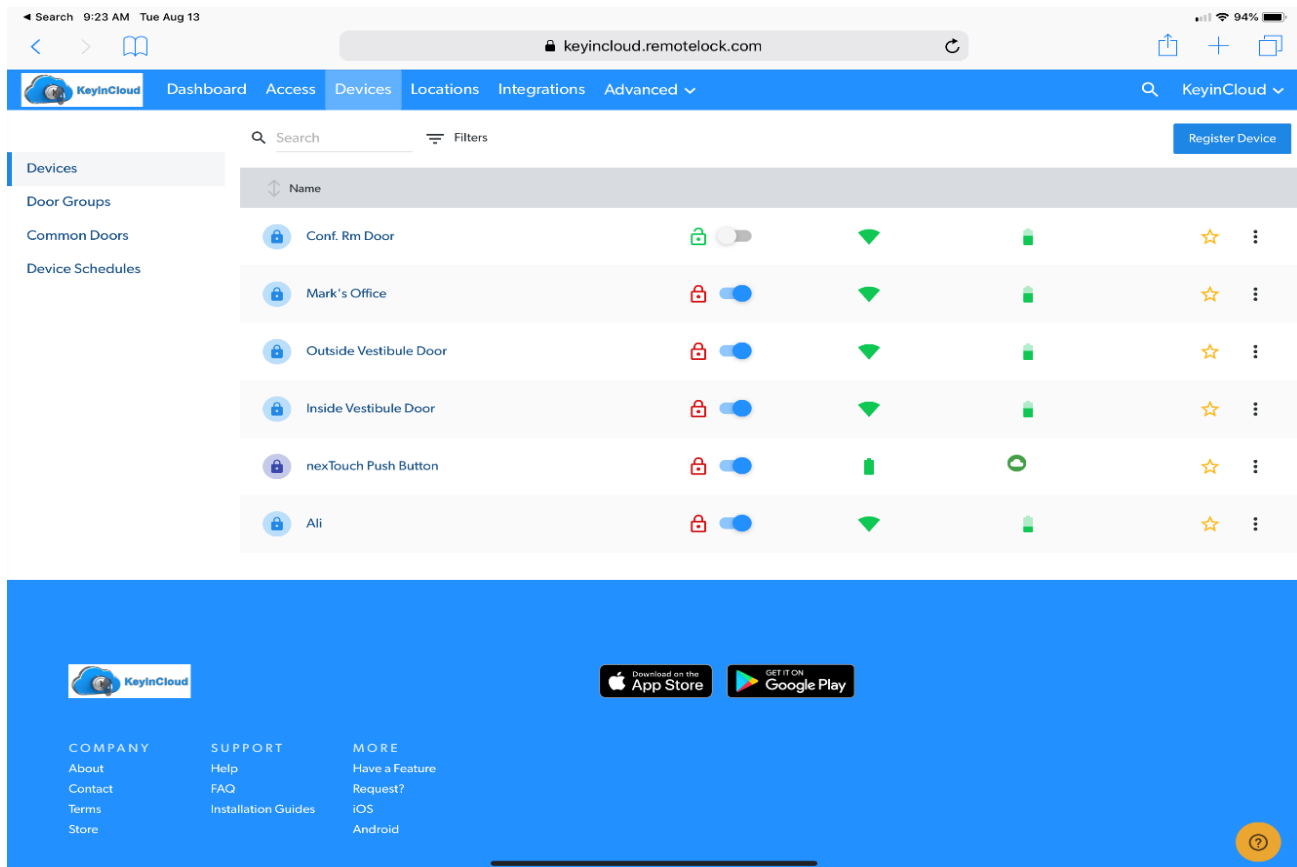
Name	Credentials	Starts at	Ends at
Abby	PIN: 3131		
Jeff Gary	PIN: 2413		
Card Reader 2	PIN: 4931		
Danny	PIN: 5487		
Andy	PIN: 3865		
Ali	PIN: 2203		
Twig	PIN: 1090		
U.P.S.	PIN: 1425		
Joseph	PIN: 8657	Apr 02, 2019 8:43 PM	Dec 31, 2019 8:43 PM
VINCE VENEZIALE	PIN: 2068		
Mike Gage	PIN: 7432		

1. Under the Access Tab you will enter both Users and Guests that will have access to your property(s) along with specific devices, locations and schedules for when they have access. Under this tab is where you will also be able to quickly and easily establish the following;
  - a. **Access Schedules** – allowing you to define any number of schedules that can be assigned to devices and locations with the ability to assign those by specific users or guests across a single or multiple locations in one simple action.
  - b. **Access Exceptions** - such as Holidays or other types of Exceptions to the above schedules that may be unique to your operations.
  - c. **Import Users** – allowing you to import a database of Users from a CSV file and then establish access rights and privileges for those users to access your property(s).

**Please note:** when Registering a Guest, we provide a Time/Date/Duration for that User Code and provide you with the ability to generate an automated e-mail under our “Advanced Tab” which will provide detailed instructions to the Guest relative to the Time/Date/Duration of their specific visit along with instructions to gain access to your property. You will only need to set this template up once and it will be automatically generated for all future guests.

## Device Tab & Registration Process

1. If it's your first device, select "Register Device" from the upper right-hand corner of the Dashboard as noted in the previous image. If you are adding devices to your account select the Device Tab from within the [KeyinCloud](#) Portal and then, Register Device, in the upper right hand corner.



2. From the 'Register Device' pop-up box, select the type of device you are registering and the device's Model Number. Fill in the device's Serial Number and name the device with a name of your choice. Finally, add the lock's location from the list of locations available. If you have not already added locations, please do so from the Locations tab. Finally, click Register.
3. After clicking Register you will land on the device management page where you will be able to apply specific settings, access users, and guests, notifications etc..
4. Under this tab is where you will also be able to quickly and easily establish the following;
  - a. **Door Groups** – allowing you to assign Users to several doors in a single location or multiple locations in one simple action.
  - b. **Common Doors** - such as Pool Gates, Gym, Lobby Door, etc. etc These doors are common to all Access Users.
  - b. **Device Schedules** – allowing you to manage devices based on a specific schedule. As an example, opening the front door of a business from 9am – 5pm on specified days.

## Locations Tab

This is fairly self-explanatory where you add any number of locations to your system and then assign Devices, Access Users, Schedules, etc. within your system to those locations. As noted in the “Device Tab” overview, you could establish a Door Group across multiple locations along with a schedule allowing delivery personnel access to multiple locations on specific dates and times.

Search 9:23 AM Tue Aug 13

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KeyinCloud Dashboard Access Devices **Locations** Integrations Advanced

Q Name Filters Add Location

Name	Address	Time Zone
Ali's House	6136 A S. Belmont Ave Indianapolis IN 46217 United States of America	America/New_York
Monfort Indy Offices	6136 S Belmont Ave indianapolis in 46217 United States of America	America/New_York

COMPANY  
About  
Contact  
Terms  
Store

SUPPORT  
Help  
FAQ  
Installation Guides

MORE  
Have a Feature  
Request?  
iOS  
Android

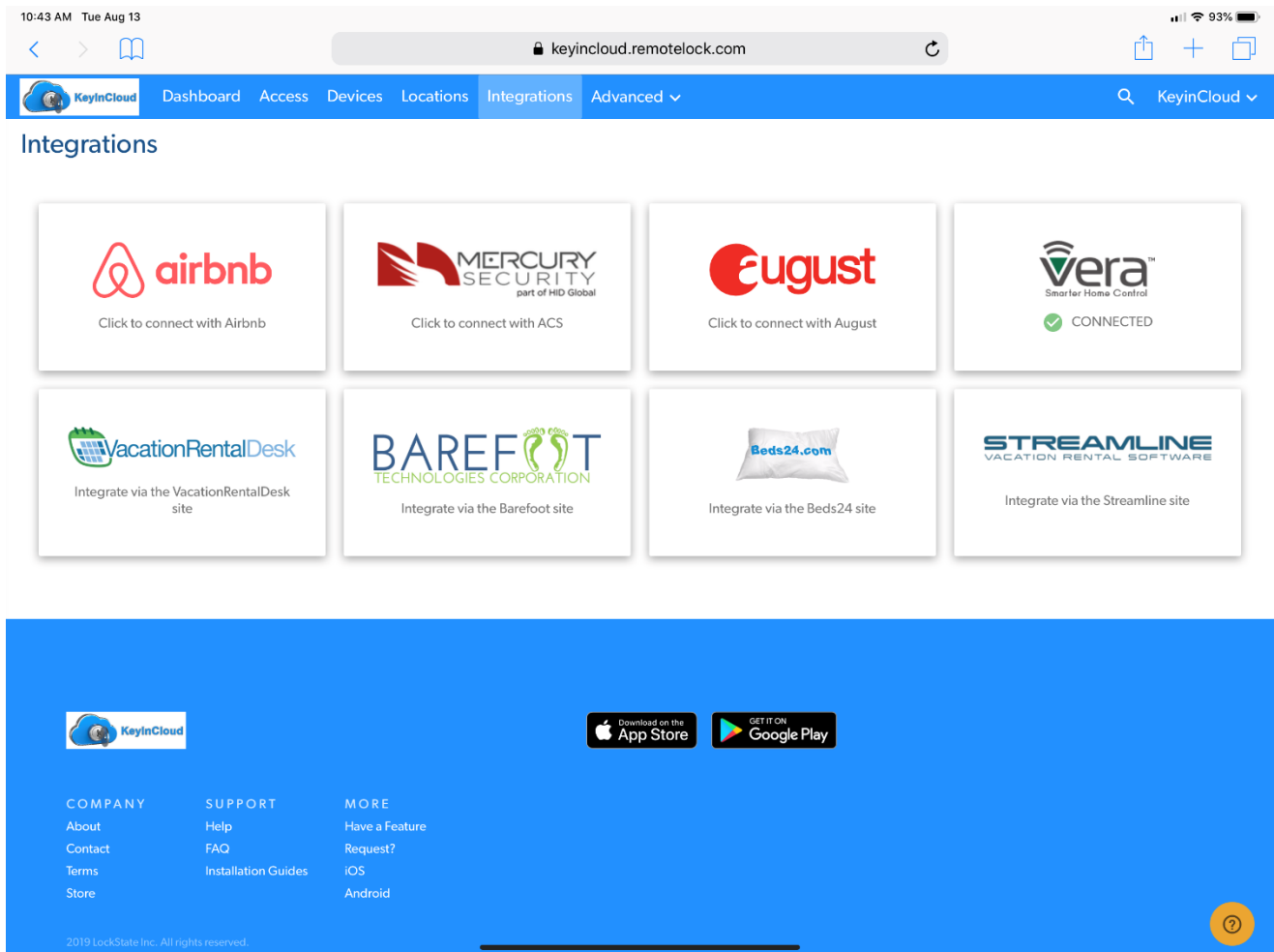
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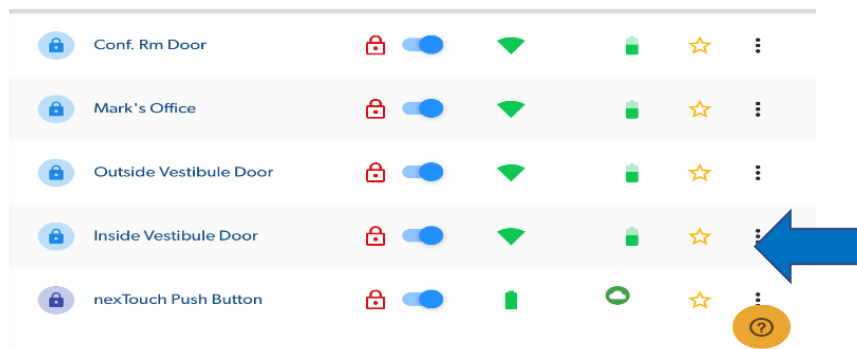
1. Under this tab is where you will also be able to filter your location based on your defined parameters such as State etc. etc.

# Integrations Tab

The Integrations Tab is where you will find 3<sup>rd</sup> party integrations that are developed and updated on a regular basis.

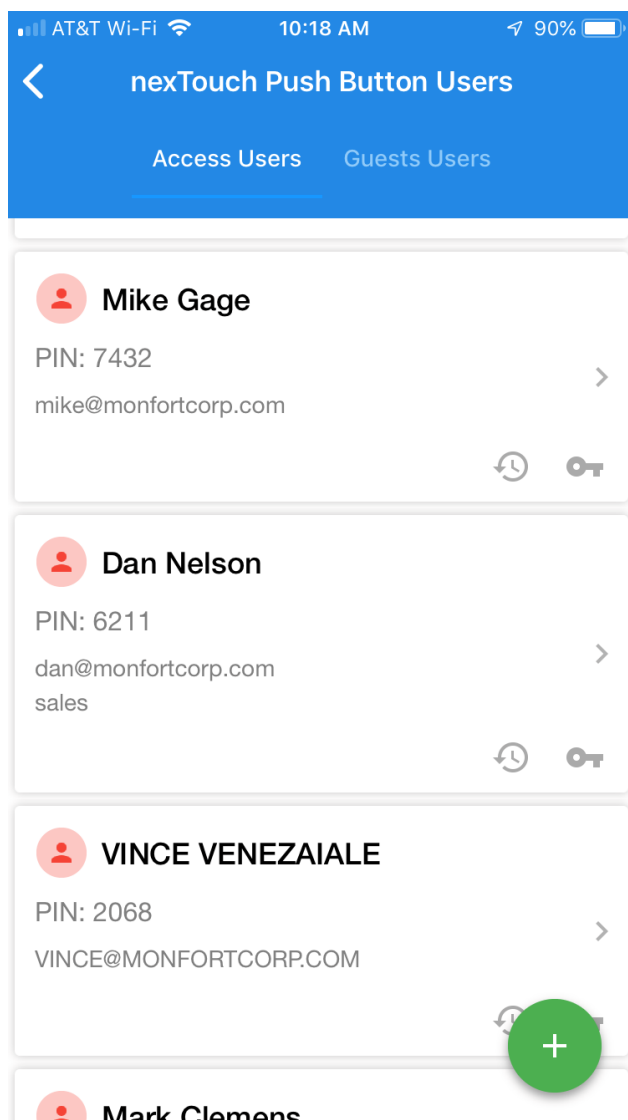


1. Under this tab is where you will also be able to quickly and easily integrate to a wide range of 3<sup>rd</sup> party platforms. Some examples are as follows;
  - a. **August Lock** - If you want to add an August Lock to our Management platform you would merely select the August Link, logon to your August account and your device(s) would populate on our platform.
  - b. **Airbnb** – If you are an Airbnb Property owner your guests can automatically receive their Guest Code for the associated Time/Date/Duration of their stay directly from the Airbnb Reservation page. In addition, they will receive an Automated E-mail with their PIN and Access Instructions at a predetermined time that you establish in advance of their stay.
  - c. **Vera Z-Wave Gateway** – Below are screen shots of an integration with Vera where we are managing a Yale NexTouch on our platform allowing you to quickly and easily manage the device, obtain an audit trail, add users/guests etc. etc. As you will see, the symbol associated with this device depicts a cloud instead of a WiFi icon   notifying you that this device is being managed via an API Cloud to Cloud Integration.

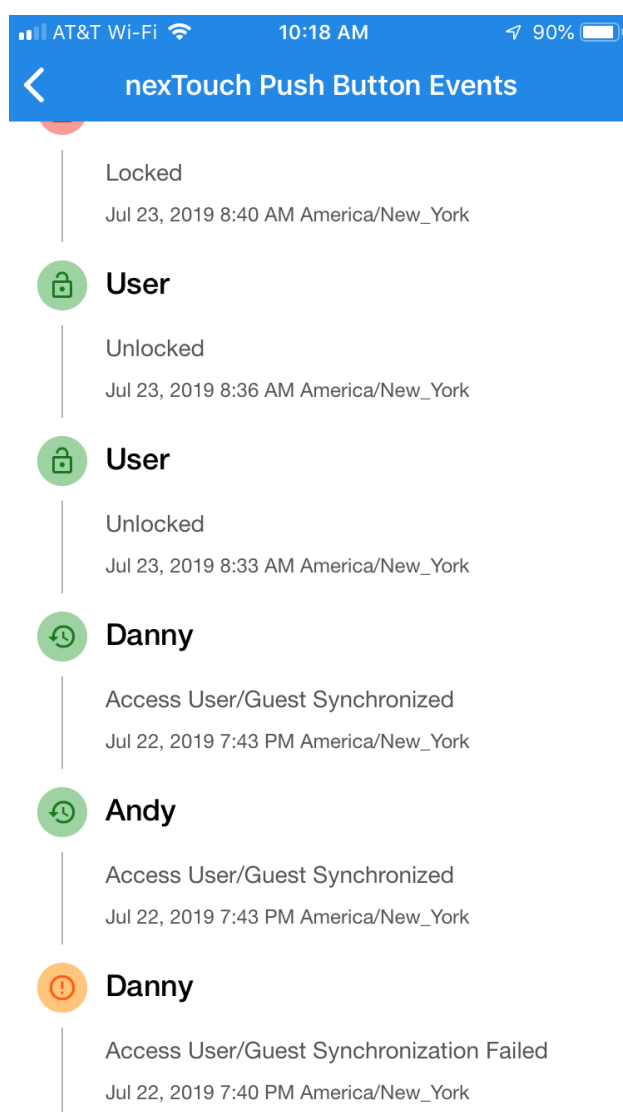


Below are ScreenShots depicting our ability to bring more intelligence to 3<sup>rd</sup> Party Locks such as the Yale Nextouch within our platform showing both the authorized Users along with Events, Audit trails etc.

### ACCESS USERS BY DEVICE



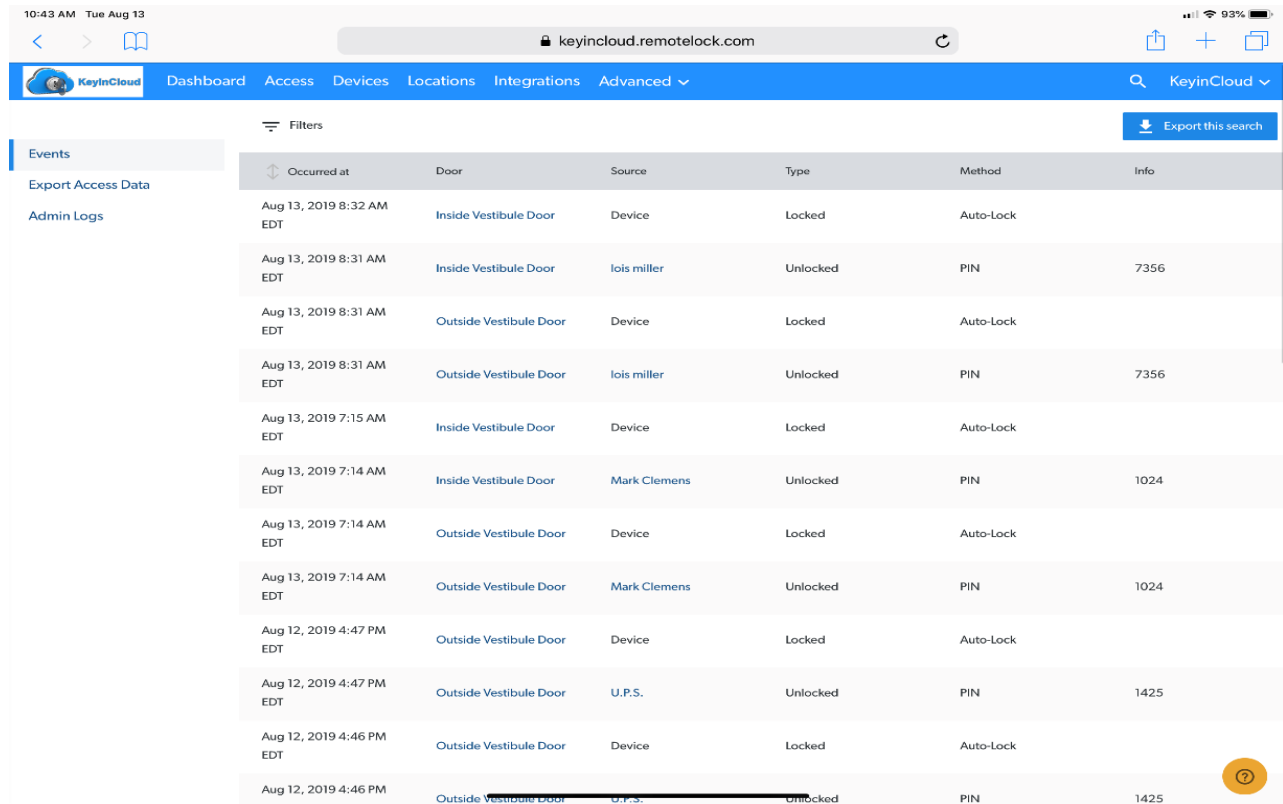
### EVENTS BY DEVICE



# Advanced Tab

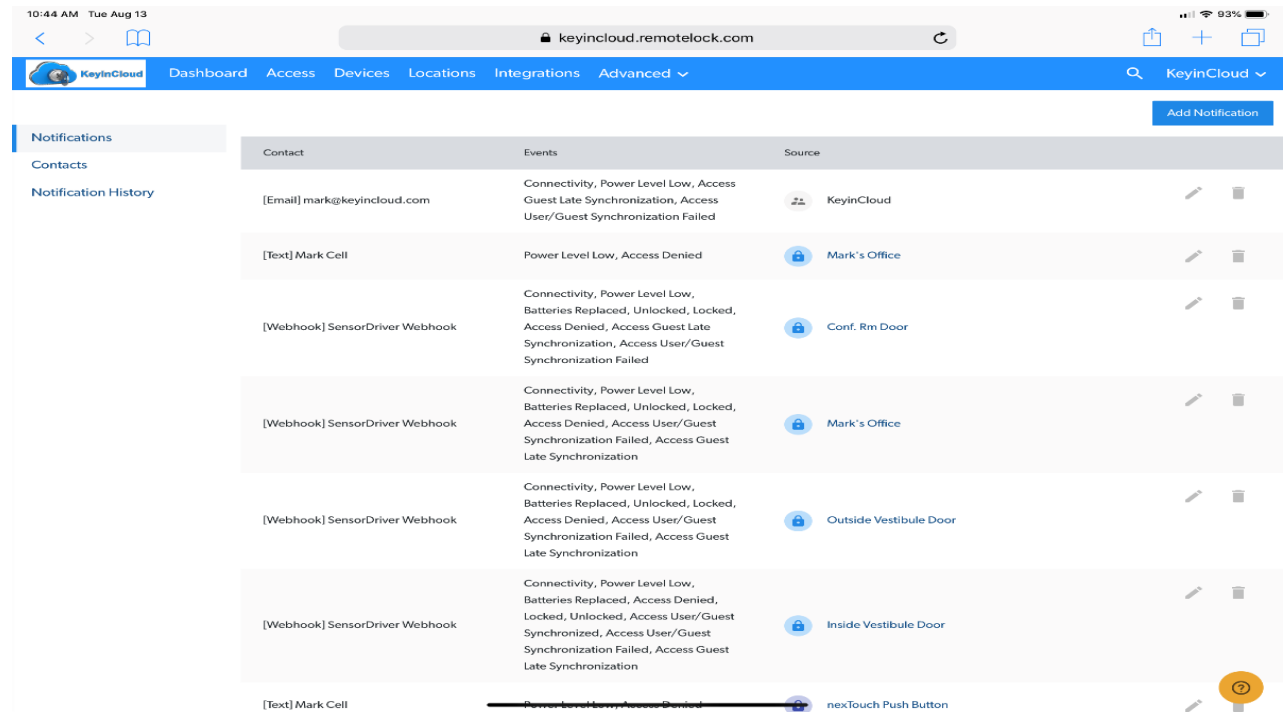
The Advanced Tab is where you will be able to generate reports, set-up notifications by device, user/guest and a wide range of events related to those devices and activities.

## Reports Drop Down



Occurred at	Door	Source	Type	Method	Info
Aug 13, 2019 8:32 AM EDT	Inside Vestibule Door	Device	Locked	Auto-Lock	
Aug 13, 2019 8:31 AM EDT	Inside Vestibule Door	lois miller	Unlocked	PIN	7356
Aug 13, 2019 8:31 AM EDT	Outside Vestibule Door	Device	Locked	Auto-Lock	
Aug 13, 2019 8:31 AM EDT	Outside Vestibule Door	lois miller	Unlocked	PIN	7356
Aug 13, 2019 7:15 AM EDT	Inside Vestibule Door	Device	Locked	Auto-Lock	
Aug 13, 2019 7:14 AM EDT	Inside Vestibule Door	Mark Clemens	Unlocked	PIN	1024
Aug 13, 2019 7:14 AM EDT	Outside Vestibule Door	Device	Locked	Auto-Lock	
Aug 13, 2019 7:14 AM EDT	Outside Vestibule Door	Mark Clemens	Unlocked	PIN	1024
Aug 12, 2019 4:47 PM EDT	Outside Vestibule Door	Device	Locked	Auto-Lock	
Aug 12, 2019 4:47 PM EDT	Outside Vestibule Door	U.P.S.	Unlocked	PIN	1425
Aug 12, 2019 4:46 PM EDT	Outside Vestibule Door	Device	Locked	Auto-Lock	
Aug 12, 2019 4:46 PM	Outside Vestibule Door	U.P.S.	Unlocked	PIN	1425

## Notifications Drop Down



Contact	Events	Source
[Email] mark@keyincloud.com	Connectivity, Power Level Low, Access Guest Late Synchronization, Access User/Guest Synchronization Failed	KeyinCloud
[Text] Mark Cell	Power Level Low, Access Denied	Mark's Office
[Webhook] SensorDriver Webhook	Connectivity, Power Level Low, Batteries Replaced, Unlocked, Locked, Access Denied, Access Guest Late Synchronization, Access User/Guest Synchronization Failed	Conf. Rm Door
[Webhook] SensorDriver Webhook	Connectivity, Power Level Low, Batteries Replaced, Unlocked, Locked, Access Denied, Access User/Guest Synchronization Failed, Access Guest Late Synchronization	Mark's Office
[Webhook] SensorDriver Webhook	Connectivity, Power Level Low, Batteries Replaced, Unlocked, Locked, Access Denied, Access User/Guest Synchronization Failed, Access Guest Late Synchronization	Outside Vestibule Door
[Webhook] SensorDriver Webhook	Connectivity, Power Level Low, Batteries Replaced, Access Denied, Locked, Unlocked, Access User/Guest Synchronized, Access User/Guest Synchronization Failed, Access Guest Late Synchronization	Inside Vestibule Door
[Text] Mark Cell	Power Level Low, Access Denied	nextouch Push Button



# Automated E-mail Drop Down for User/Guests

10:44 AM Tue Aug 13

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KeyinCloud Dashboard Access Devices Locations Integrations Advanced

Guest Email Template

Customize guest email notification

From name  
{{ contact.name }}

Reply to

Cc

Bcc

Subject  
Access instructions

Email body  
Dear {{ guest.name }},

Here is your access code for your upcoming stay with us. Our property is equipped with a keyless entry door lock for your convenience.

Access Code: {{ guest.pin }}

{{ access\_instructions }}

If you have any questions, please feel free to call us at {{ contact.phone }} or email at {{ contact.email }}.

Regards,

{{ contact.name }}

Preview Restore account default Save

## Top Right Account Tab

The **Account Tab** will be in the top right corner of your site where you will be able to administer your system creating Members & Roles allowing you to partition devices and locations almost infinitely.

11:27 AM Tue Aug 13

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KeyinCloud Dashboard Access Devices Locations Integrations Advanced

Members

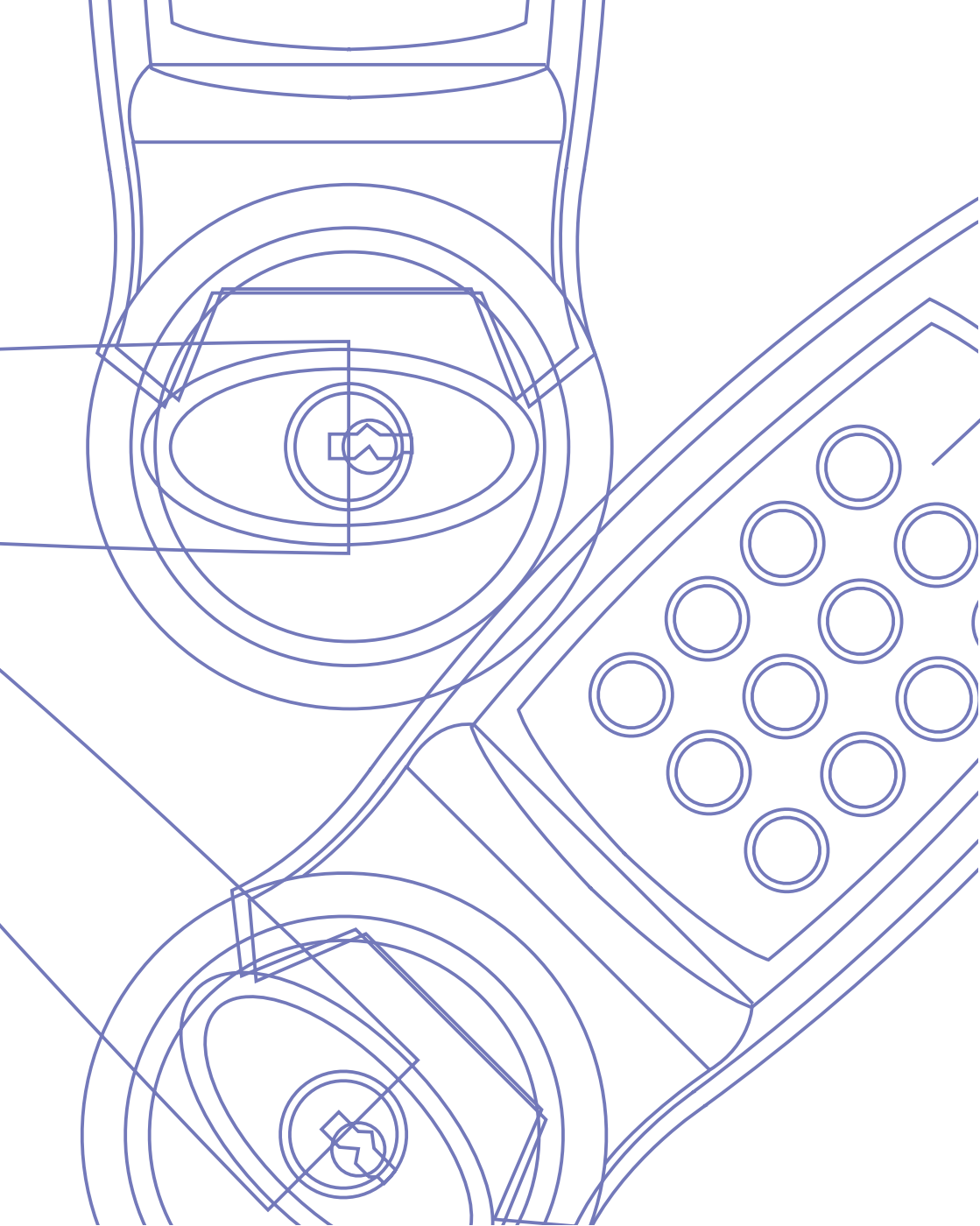
Roles

Name	Role	Email
mark@keyincloud.com	Owner	mark@keyincloud.com
Mike Gage	Owner	mike@monfortcorp.com
Vince Venezia	Owner	vince@monfortcorp.com
Dan Nelson	Owner	dan@monfortcorp.com
Lois Miller	Owner	lois@monfortcorp.com
Damon	Owner	damon@monfortcorp.com
Richard Sapitro	Owner	rsapitro@hotmail.com
David Tuttle	Demo	david.tuttle@premieracg.com
Howard Bennett	Owner	howard@hoosierhometech.com

Pending Invitations

Email	Role	Expires at
beau.hicks@cbe-inc.com	Demo	Aug 15, 2019 9:47 AM

Invite Member



**KeyInCloud**

6136 S Belmont Ave  
Indianapolis, IN 46217  
(317) 782-0174