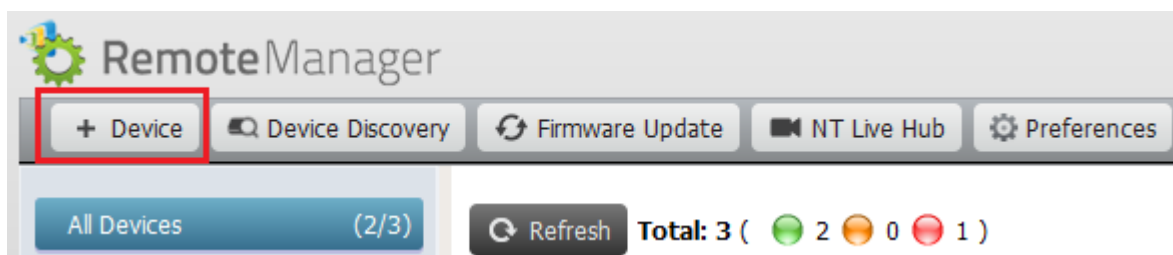


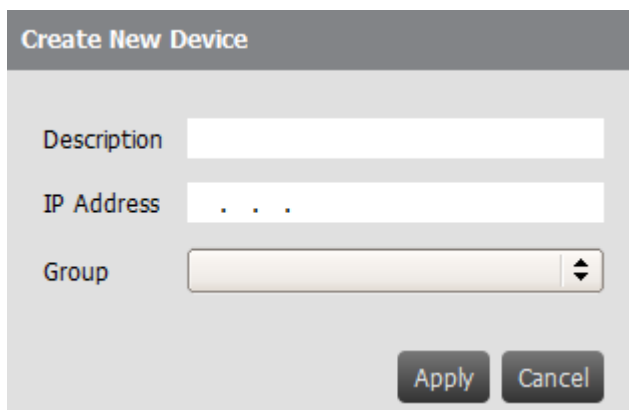
3. ADD/REMOVE/GROUP DEVICES

Add a device

1. To add a new device to the device list, click on the “+ Device” button at the top of the screen.



1. This will open the “Create New Device” window. Enter the device’s description (such as location), and IP address. You can also select a group (optional) from the group list pull-down menu. Click “OK” to complete adding the new device.

A screenshot of the 'Create New Device' dialog box. The dialog has a title bar that says 'Create New Device'. It contains three input fields: 'Description' (a text box), 'IP Address' (a text box with three dots), and 'Group' (a pull-down menu). At the bottom right of the dialog, there are two buttons: 'Apply' and 'Cancel'.

1. When the new device is successfully added it will appear in the device list.
2. If the device is currently connected, the connection indicator will become green. Otherwise, it is in red.

Refresh		Total: 3 (● 2 ● 0 ● 1)			Search...	
...		Device Name	IP Address	Activity	Description	
1	●	Design Lab	192.168.50.187	Idle	Lab	
2	●	Room 405	192.168.50.55	Idle	Conference Room	
3	●	Novo-38100	172.18.69.57	Offline	NovoCast	

Remove a device

1. To remove a device from the device list, click on the device you wish to remove from the list then click the



icon.

2. A confirmation dialog will pop up. Click “Yes” to confirm or “No” to cancel.

Refresh device list

To refresh the list of devices in Remote Manager, click the “Refresh” in the upper left of the program screen.

Refresh		Total: 3 (● 2 ● 0 ● 1)			Search...	
...		Device Name	IP Address	Activity	Description	
1	●	Design Lab	192.168.50.187	Idle	Lab	
2	●	Room 405	192.168.50.55	Idle	Conference Room	
3	●	Novo-38100	172.18.69.57	Offline	NovoCast	



Group devices

Click the “+ Group” button to add a new group, and then give a group name, description and add devices into the group.





Refresh Total: 3 (2 0 1)



...		Device Name	IP Address
1	●	Design Lab	192.168.50.187
2	●	Room 405	192.168.50.55
3	●	Novo-38100	172.18.69.57

- + Group
- Sort
 - by Group Name
 - by Device Quantity
 - Manual
 - By Default ✓
- List View
 - Edit View
 - Cancel All Hidden

Once the group is defined, you can click the group name to view group device list and apply the settings to the group. In addition, you can click the button  and  to change and delete group respectively.

Refresh Total: 2 (2 0 0)

...		Action	Device Name	IP Address
1	●	 	Design Lab	192.168.50.187
2	●	 	Room 405	192.168.50.55

Building A  

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