How To: Add new devices

Here we will be discussing the procedure for adding new devices to the MyChild6 software. This guide assumes that you have the following information available.

- Device Name
- Serial Number (or Mac Address)
- Bypass and Ajar settings (only for doors)
- Network settings (COM/Baud rate) (only for traditional wired devices)

> To complete this procedure you will also need a SuperAdmin level account.

Once you have collected all of the required information and your account information.

Start by logging into the MyChild software. Once you are logged in and on the dashboard, follow these steps.

1. In the address bar, remove everything after .com and replace it with /SysAdmin and press enter
   - Example: If your current URL is http://testhospital.mychildcloud.com/Home then you would change /Home to /SysAdmin
2. You should now be on the SysAdmin dashboard in the menu bar, click "Devices"

On the Device list, you can see all of the devices currently in the system as well as how they are configured. To add a new device, follow these steps.

1. Click "Add Device"
2. Select the Facility from the dropdown
3. Select the Devices network from the dropdown
4. Select the Unit this device belongs in from the dropdown
5. Select the Floor this device belongs on from the dropdown
6. Enter a unique name
   - When entering the name, please make sure to enter a short but descriptive name for example "Hall Near Rm 240"
7. Select the type from the dropdown
8. Enter the devices serial number or mac address
   1. Make sure to INCLUDE the colons when entering the mac address for example enter "85:43:44" not "854344"
9. Click Save Changes

DoorAjarTimeout, Bypass Allowed and Threshold values are all set when placing the device on a map, and can be ignored here.

Congratulations! Your device has now been added to the system and is now ready to be placed on the map!

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