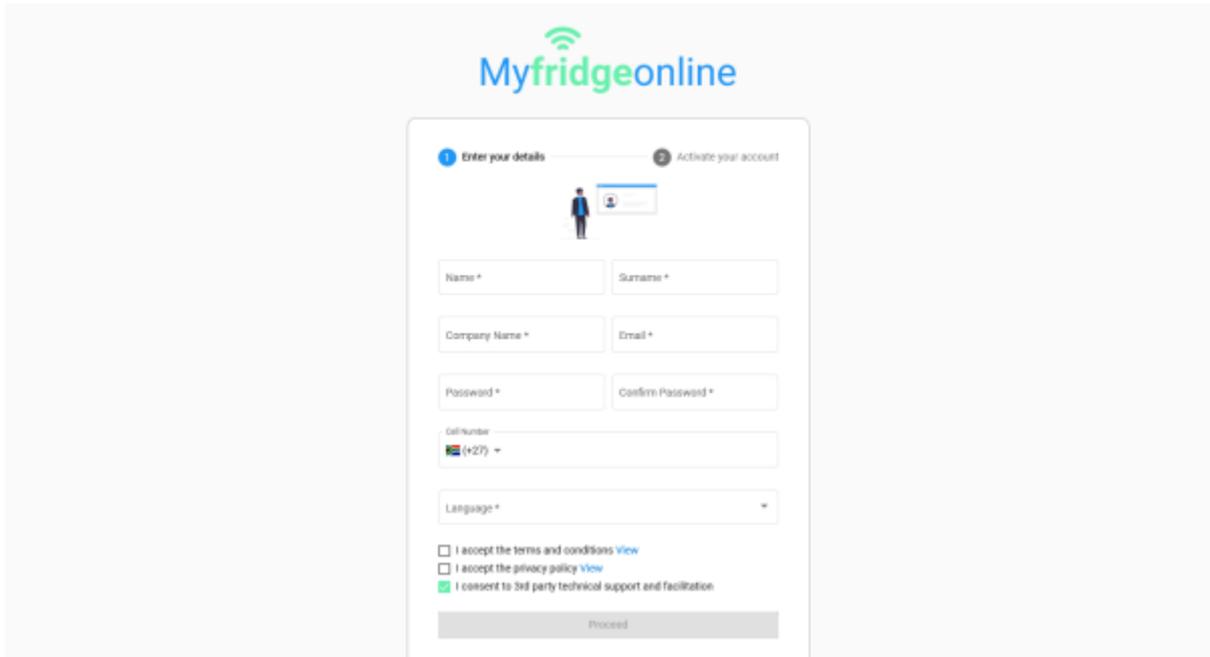


# User Manual

## Step 1: Register a Company Account

To register a company, simply follow these easy steps:

1. Go to <https://myfridgeonline.com/register>
2. Fill out the required fields and accept the terms and conditions, once complete, click on Proceed.



The screenshot shows the registration form for Myfridgeonline. The form is titled "Myfridgeonline" and has two steps: "1 Enter your details" and "2 Activate your account". The form fields include:

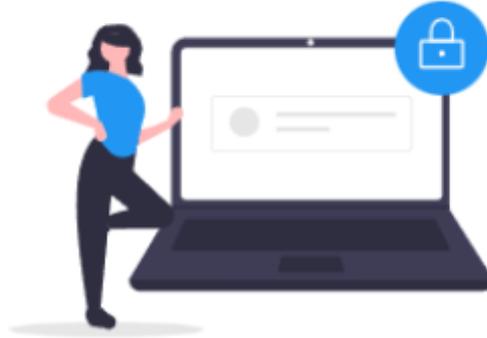
- Name \*
- Surname \*
- Company Name \*
- Email \*
- Password \*
- Confirm Password \*
- Cell Number (with a dropdown for country code, currently showing +27)
- Language \*
- Terms and conditions:  I accept the terms and conditions [view](#)
- Privacy policy:  I accept the privacy policy [view](#)
- Consent:  I consent to 3rd party technical support and facilitation

A "Proceed" button is located at the bottom of the form.

3. You will then be prompted to enter a One Time Pin. This One Time Pin will be sent to you via the email address entered in the registration form. Simply enter the One Time Pin and click Verify.

## Please verify your email

A One-Time Pin has been sent to your email address.

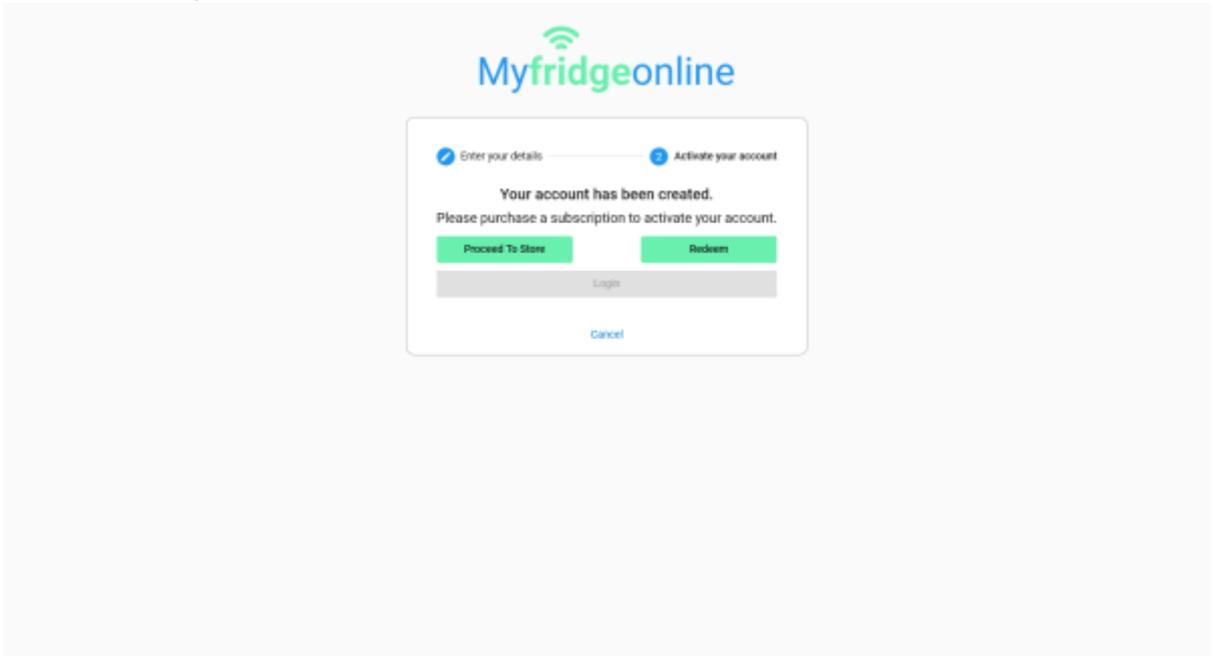


Six empty grey boxes for entering a One-Time Pin.

Didn't receive a code? [Resend](#)

Cancel Verify

- 4. Afterwards, you will be directed to the completion page. Once here, your account will be created, but not activated just yet. To activate your account, you will need to purchase or redeem a subscription.



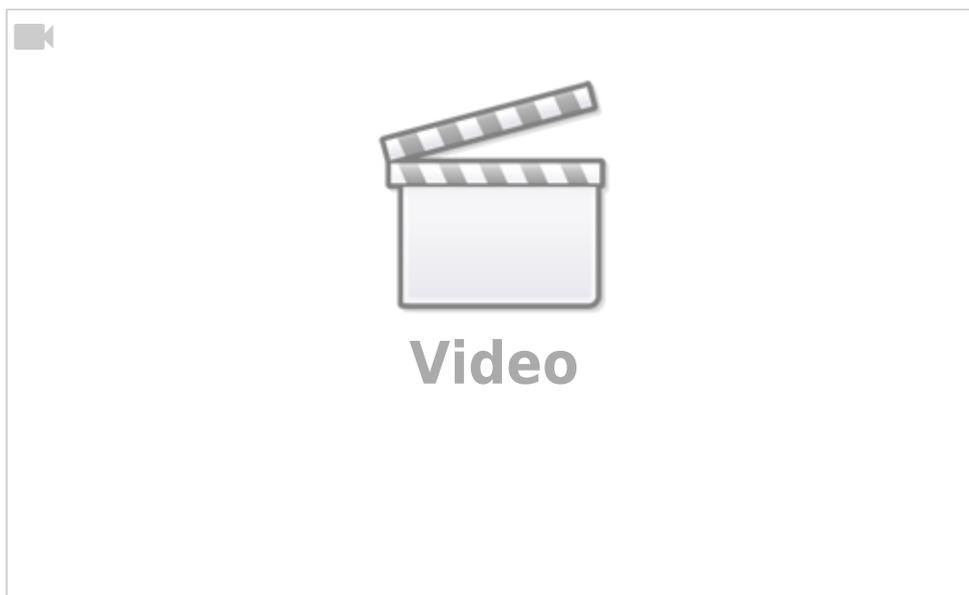
- 5. Clicking Proceed To Store will route you to our Shopify page where you can purchase a subscription.
- 6. Clicking Redeem will open a code redemption dialog in which you can enter your subscription code.



7. After either purchase of a subscription, or redemption of a subscription voucher, your account will be activated. You can then click on Login to route to the login page where you can enter the website with your details provided during registration.

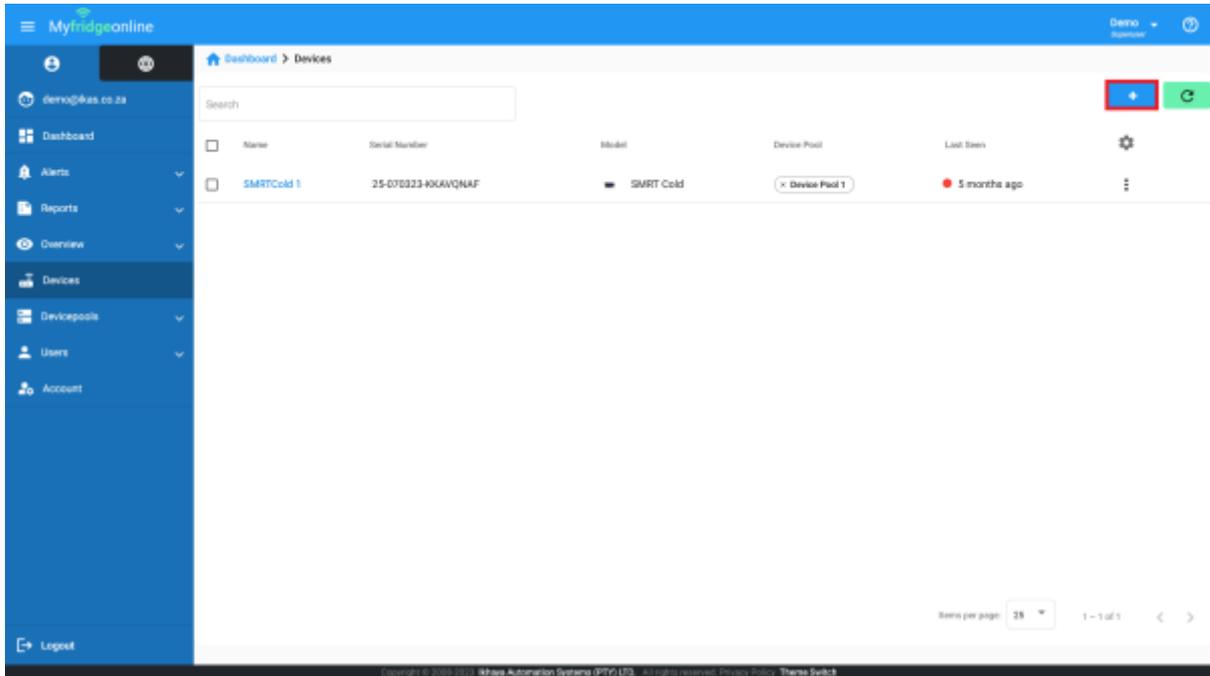
### Video Guide

Watch the following video on how to register an account.



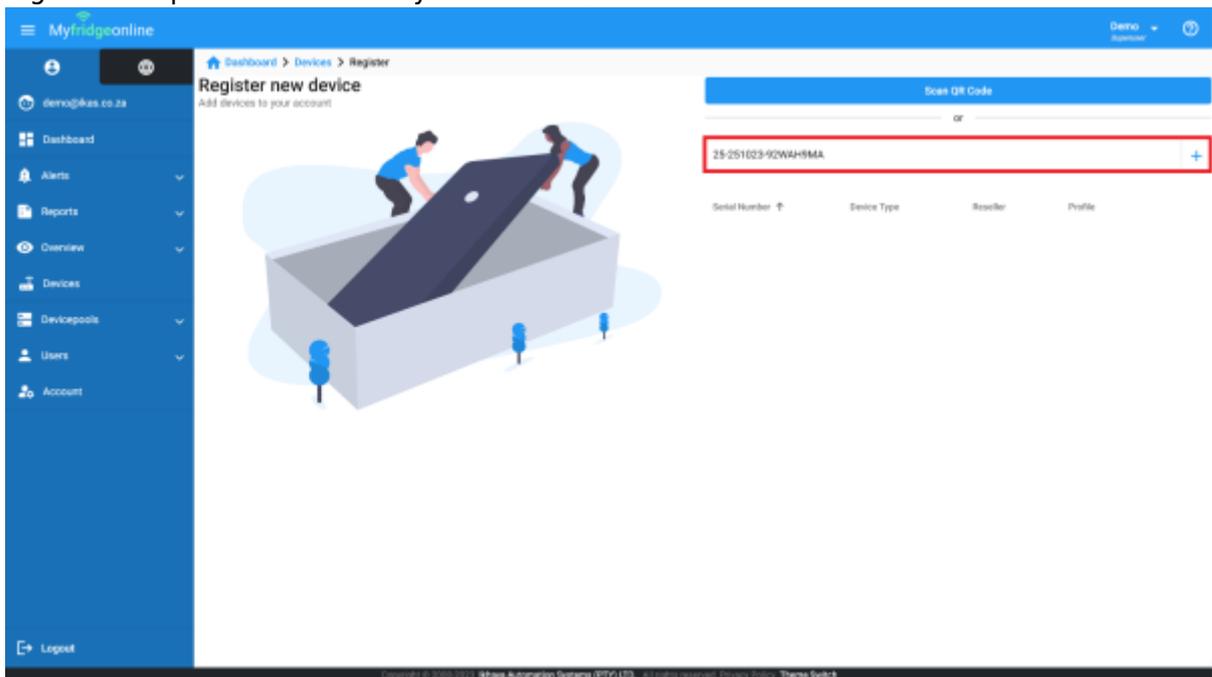
### Step 2: Register a Device

The Devices page can be accessed from the side navigation bar by clicking on the Devices tab. Clicking the '+' icon (top right) will route you to the Register Device page.

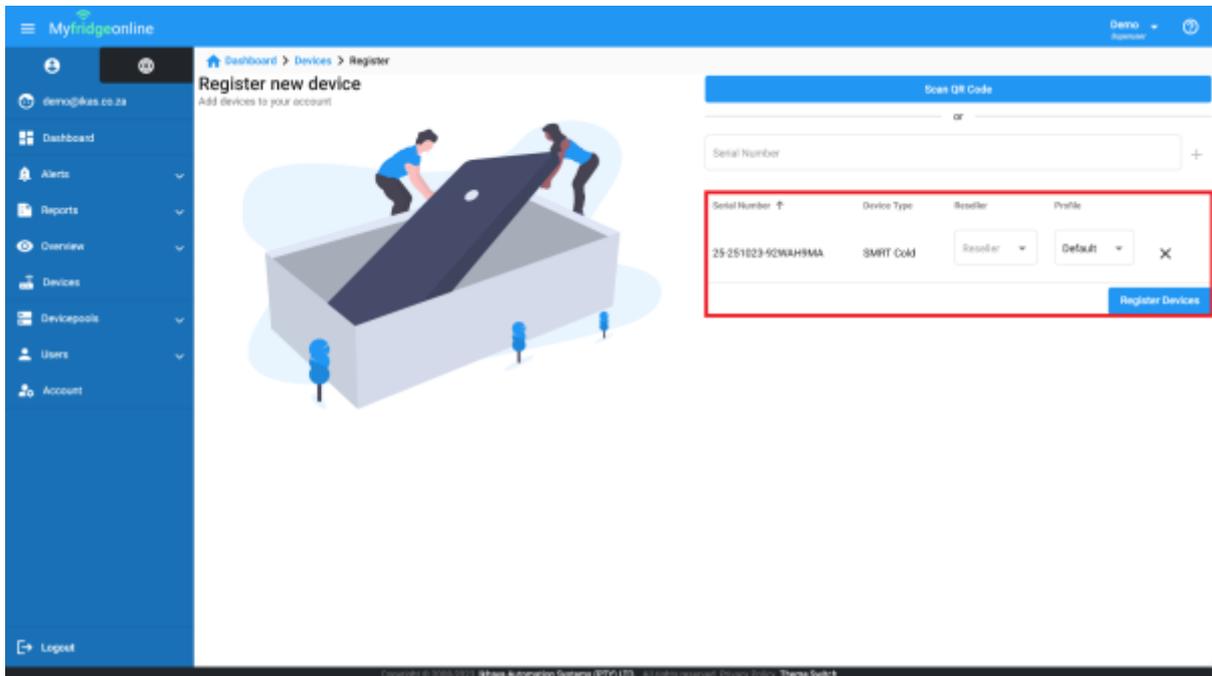


### Steps to Register a Device

1. Enter the serial number of the device (located on the sticker attached to the device) into the dialog box and press the enter key or click on the '+' icon.



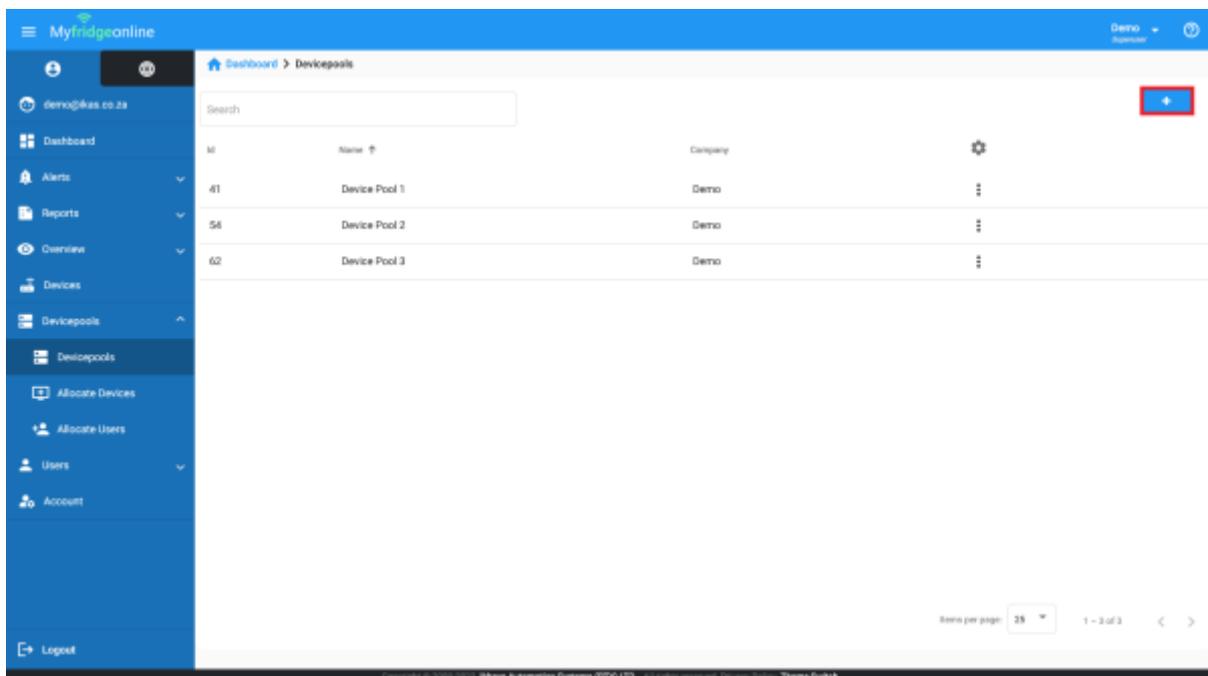
2. The serial number will then be entered into the table. Step 1 can be repeated if multiple devices are to be registered. Once complete click Register Devices button to complete registering devices to your account.



3. Your devices will then be displayed on the Devices page.

### Step 3: Create a Device Pool

The Device Pool page can be accessed from the side navigation bar by clicking on the Devicepools tab and clicking Devicepools. Clicking the '+' icon (top right) will open the Create Device Pool dialog. This will allow you to create a device pool.



### Naming the Device Pool

Here simply enter the name of the device pool and click Submit.

# Device Pool

Configuration

Devices

## Configuration

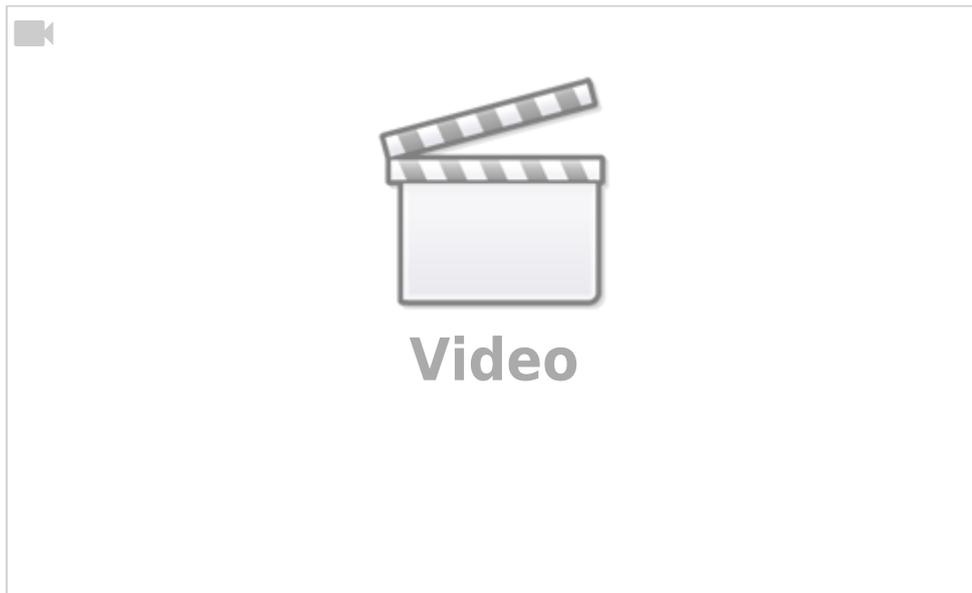
Name \*

Cancel

Submit

### Video Guide

Watch the following video on how to create a devicepool.

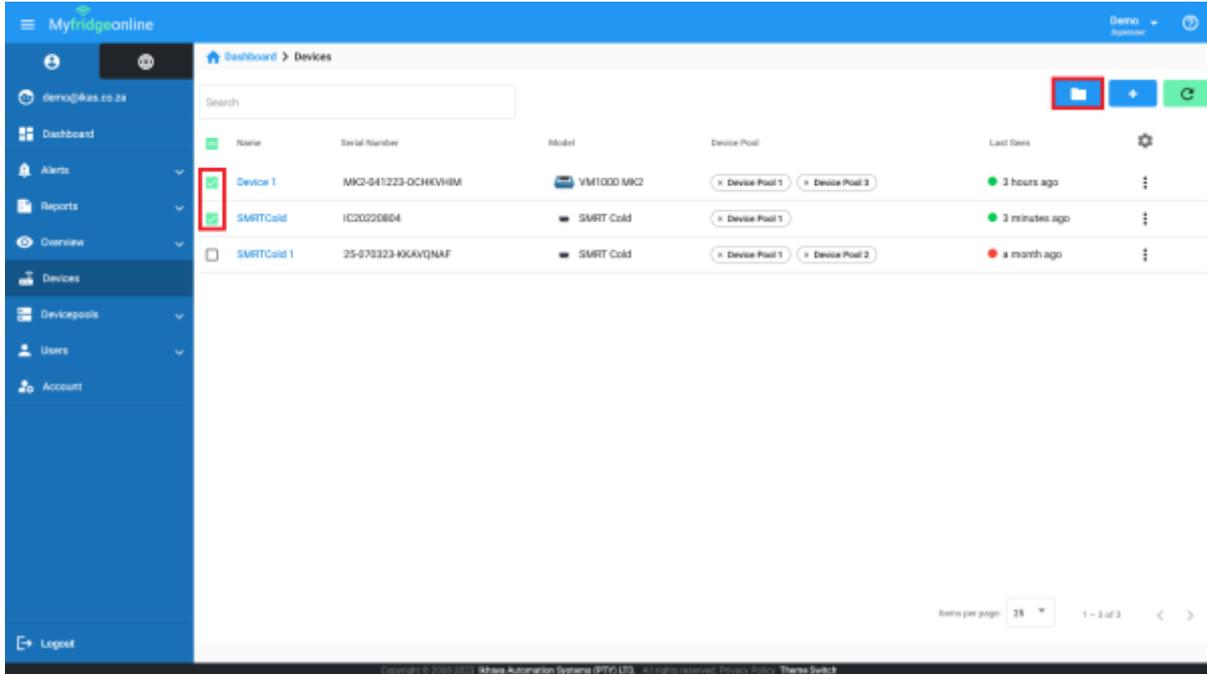


### Step 4: Allocate the Device to a Device Pool

Navigate back to the Devices page to allocate the device pools that you have just created.

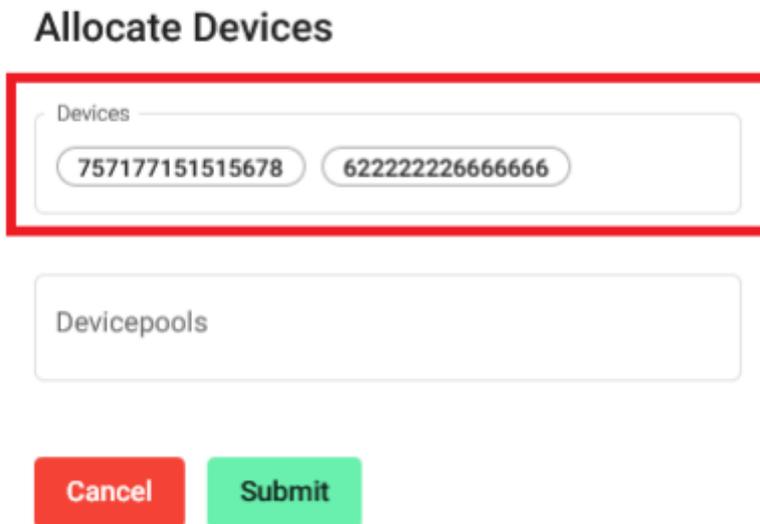
### Selecting the Devices

Device Pools can be allocated to a device by selecting the checkbox. This can also be done for multiple devices. Doing so will cause the [Allocate Device Pool](#) button to appear. Clicking this will open the [Allocate Devices](#) dialog.



### Allocating Device Pools

You can view the currently selected devices from the Devices field.



Your currently created device pools will be displayed by clicking the device pool field. Selecting a device pool from here will add it to the list of device pools. Multiple device pools can be selected this way.

## Allocate Devices

Devices

757177151515678 622222266666666

Devicepools

Assign Devicepool

Device Pool 1

Cancel Submit

Once the device pools have been selected, they will be added to the device pool field.

## Allocate Devices

Devices

757177151515678 622222266666666

Devicepools

x Device Pool 1 x Device Pool 2

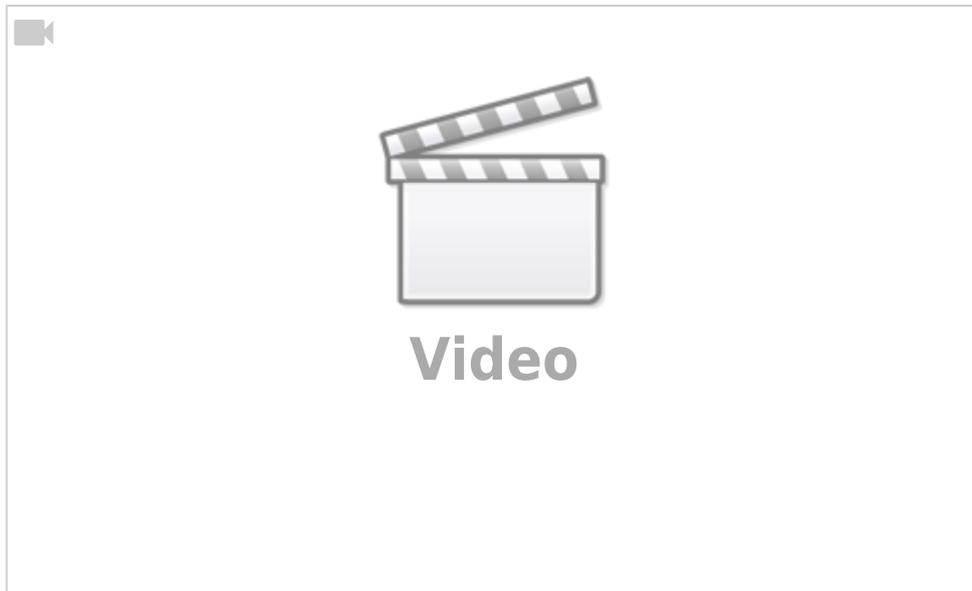
Assign Devicepool

Cancel Submit

Click Submit to complete device pool allocation.

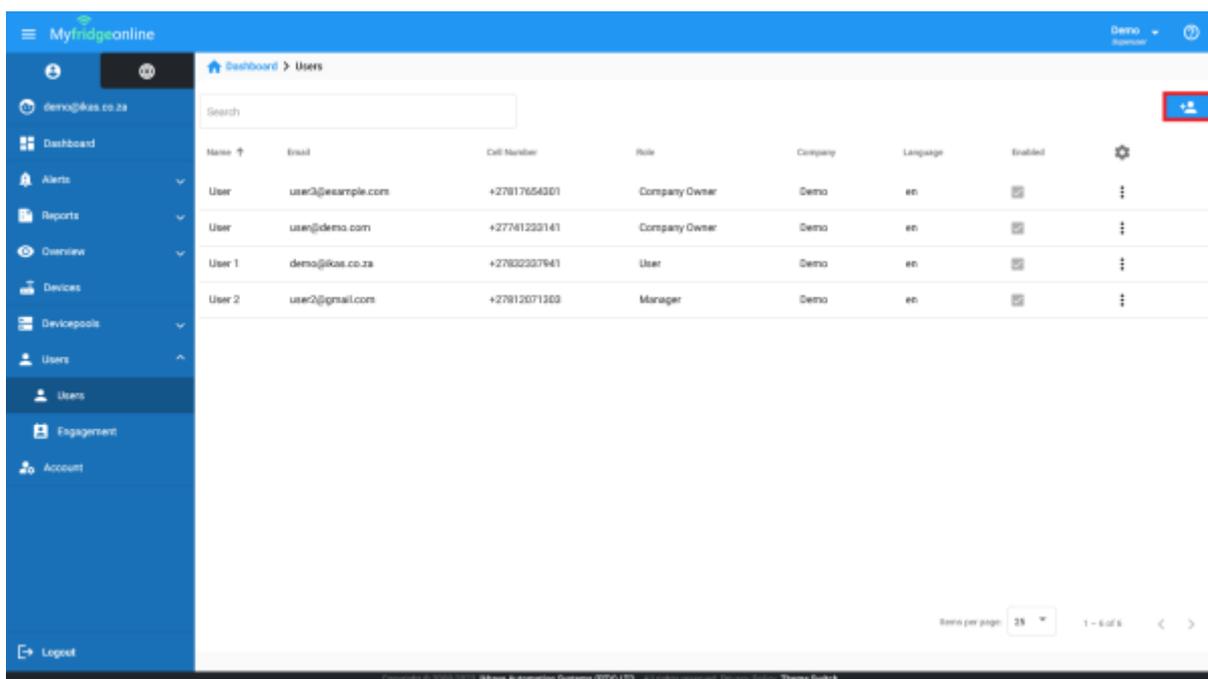
### Video Guide

Watch the following video on how to allocate a device to a devicepool.



### Step 5: Invite Users to the Company

The Users page can be accessed from the side navigation bar by clicking on the Users tab then clicking on Users. Clicking the '+' icon (top right) will open the Invite User dialog. This will allow you to invite new users to your company.



You can select a role for the user you wish to invite from the drop down menu. The list of available roles may vary based on your current role. The **User** role has read-only access to device pools that they have been assigned. The **Manager** role has limited edit access to devices, alert groups and reports and can only see device pools that they have been assigned. The **Company Owner** role has full access to all options.

## Invite User

Send an invitation to your account



Email \*  
user@example.com

Role ▲

- User
- Manager
- Company Owner
- Reseller

Close Submit

You can select a dashboard type from the dashboard drop down menu. This will affect what the new user will see when 'Dashboard' is selected from the side navigation menu. There are currently two types of dashboards:

Sensor Dashboard - This is the default dashboard which displays sensor information. Device

Dashboard - This dashboard is used primarily for SMRTCloud devices.

**N.B:** This will only apply to new users. Users who already have an account will not have this setting applied.

## Invite User

Send an invitation to your account



Email \*  
user@example.com

Role  
User

Dashboard  
Sensors  
Sensors  
Device

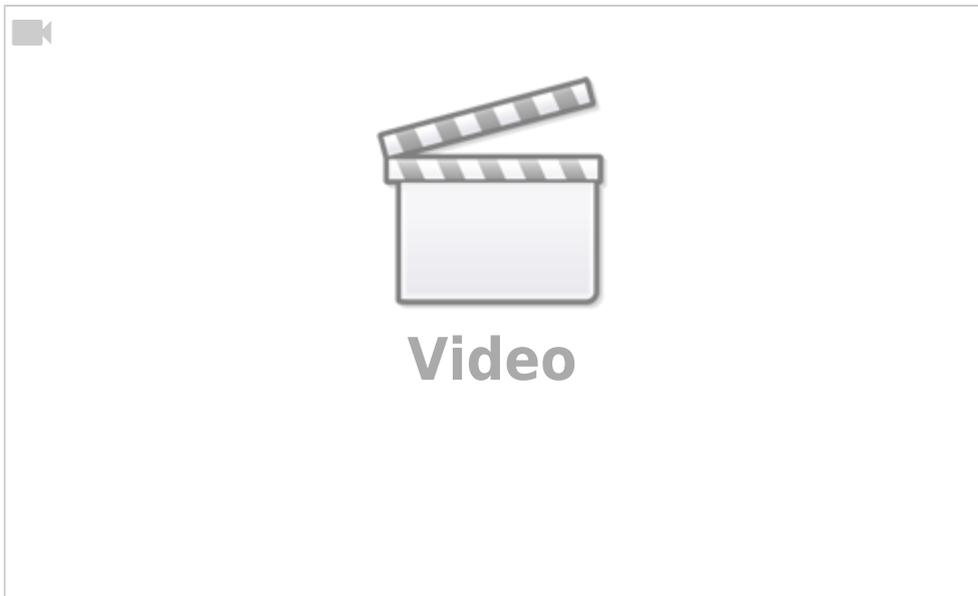
Optional

Close Submit

After clicking submit, an email will then be sent to the user prompting them to accept the invitation. This will then navigate the user to a registration page where they can create their account and join the company.

### Video Guide

Watch the following video on how to invite a user to your company.

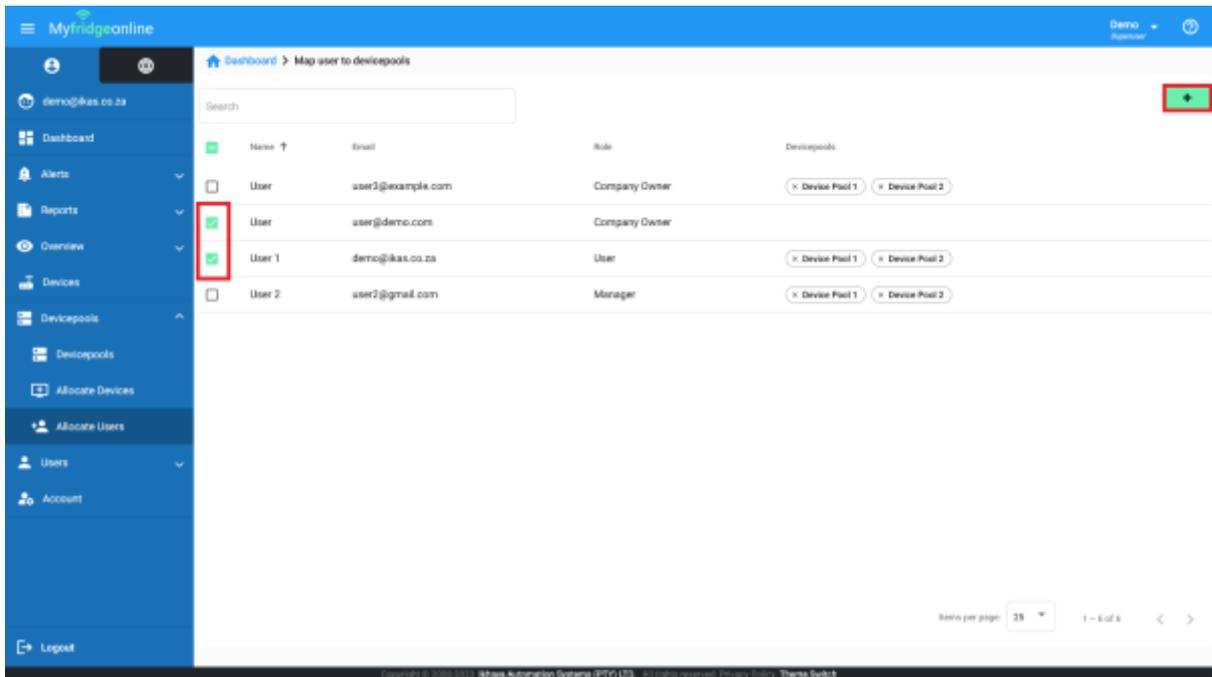


### Step 6: Allocate Device Pools to Users

The Allocate Users page can be accessed from the side navigation bar by clicking on the Devicepools tab and clicking Allocate Users.

#### Allocating a Device Pool

Device Pools can be allocated to a user by selecting the checkbox. This can also be done for multiple users. Doing so will cause the '+' icon to appear (top right). Clicking on this will open the User Devicepool Mapping dialog.



Here, users can be allocated to specific device pools. If the user role is User or Manager, they will only be able to view devices within the device pools which have been allocated to them. Simply select the device pools you wish to allocate to the selected users and submit when done. Multiple device pools can be selected.

## User Devicepool Mapping

Device Pool

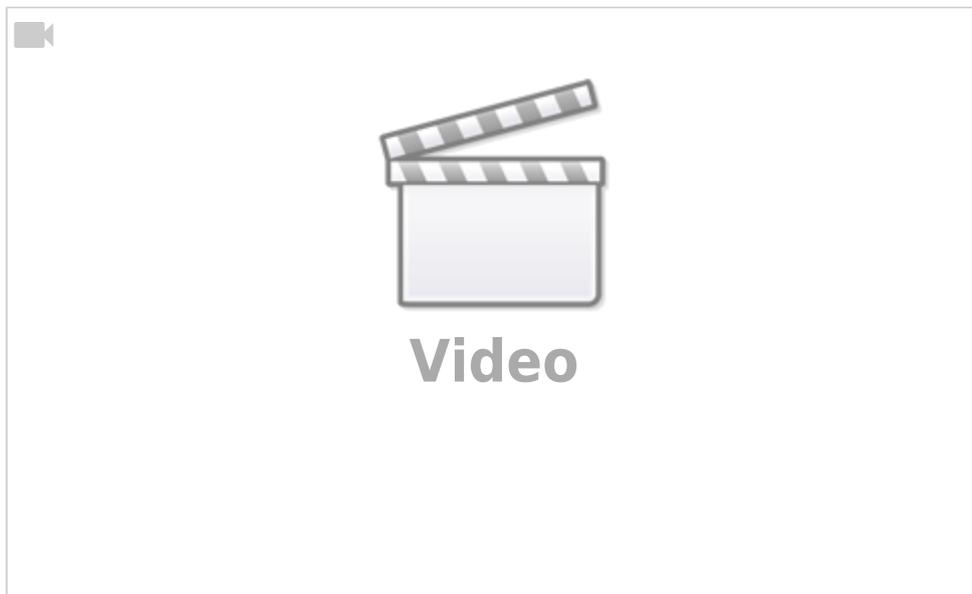
x Device Pool 1

Device Pool 1

Cancel Submit

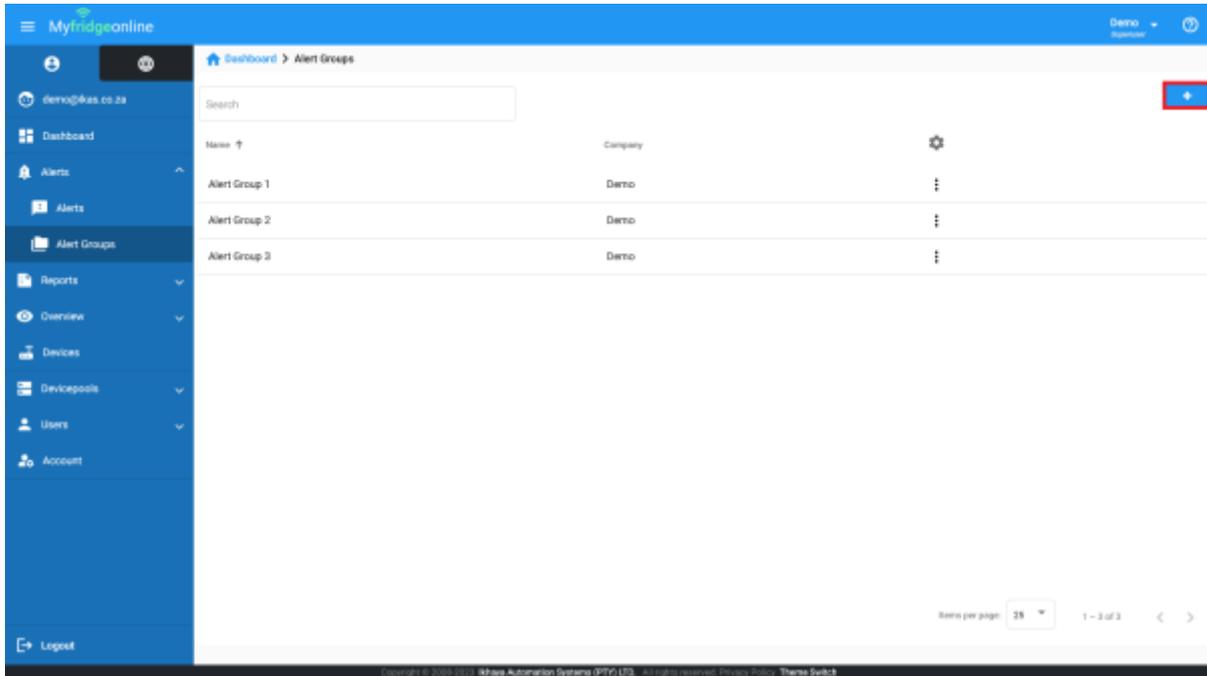
### Video Guide

Watch the following video on how to allocate devicepools to users.



### Step 7: Create an Alert Group

The Alert Groups page can be accessed from the side navigation bar by clicking on the Alerts tab and then clicking on Alert Groups. Clicking the '+' icon (top right) will open the Create Alert Group dialog. This will allow you to create an alert group.



Here you can create an alert group which defines what actions will be taken when an alert is triggered.

### Create Alertgroup

Name\*  
Alert Group 1

1 User 1 +

Schedules

User  Minutes  Hours  Minutes

Actions

Type  +

Actions	Information	Enabled
---------	-------------	---------

### Adding an Escalation Event

Clicking on the event name will allow you to edit the event. Clicking the '+' button will allow you to add an escalation. Up to 3 escalations are allowed.

### Create Alertgroup

Name\*  
Alert Group 1

1 User 1 +

Schedules

User Minutes Hours Minutes  
User Custom 00 01

Actions

Type +

Actions	Information	Enabled
---------	-------------	---------

Cancel Submit

### Adding a User

Clicking on the User drop down will allow you to select a user from your company. This will be the user who gets alerted. Event 1 recipient will get the alert 1 minute after the delay set on the sensor.

### Create Alertgroup

Name\*  
Alert Group 1

1 User 1 +

Schedules

User Minutes Hours Minutes  
User Custom 00 01

Actions

Type +

Actions	Information	Enabled
---------	-------------	---------

Cancel Submit

## Adding Actions

Adding actions defines what type of alerts the selected user will receive. These can be selected from the drop down menu and added using the '+' button. Multiple actions can also be added by clicking on the '+' button after each selection.

### Create Alertgroup

Name\*  
Alert Group 1

---

1 User 1 +

Schedules

User: User 1    Minutes: Custom    Hours: 00    Minutes: 01

---

Actions

Type	Information	Enabled
Buzzer		
SMS		
Email		
Telegram		
External Emails		

Cancel    Submit

These actions will then be added to the table. Actions can also be enabled or deleted.

### Create Alertgroup

Name\*  
Alert Group 1

---

1 User 1 +

Schedules

User: User 1 | Minutes: Custom | Hours: 00 | Minutes: 01

Actions

Type +

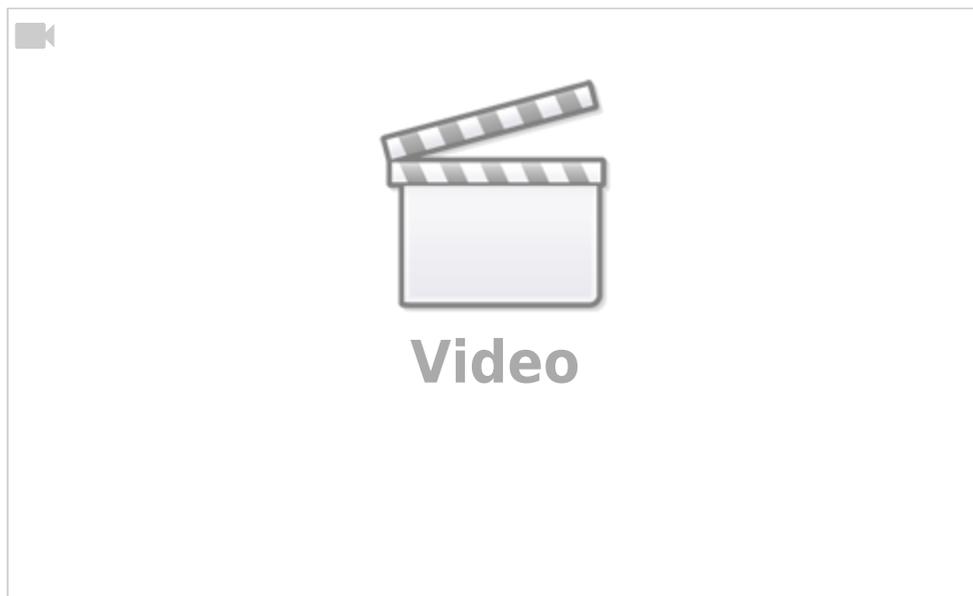
Actions	Information	Enabled	
Email	demo@ikas.co.za	✓	🗑️
Buzzer		✓	🗑️

Cancel Submit

After you are done configuring the actions, press submit to save the Alert Group.

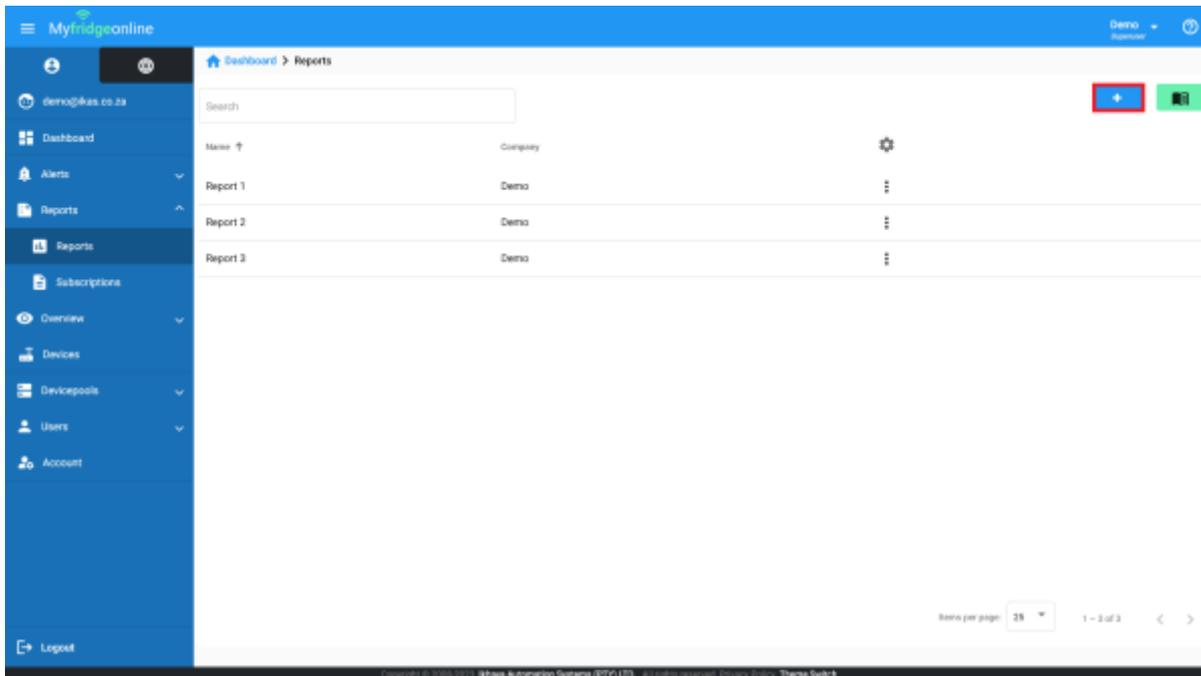
### Video Guide

Watch the following video on how to create an alert group.



### Step 8: Create a Report

The Reports page can be accessed from the side navigation menu by clicking on the Reports tab, then clicking on Reports. Clicking the '+' icon (top right) will open the Create Report dialog. This will allow you to create a report.



## Report Details

Under report details you can set the name of your report, the timezone which you use and whether you want a Standard or Advanced report.

## Report Schedules

Report schedules allow you to define the time and frequency at which you receive reports. You can either set your reports to daily, weekly or monthly and set a time and day for each. Frequency log determines the time interval (in minutes) that a point is recorded on the report. After you are done selecting your schedule, click the '+' button to add your schedule to the list. Multiple schedules can be created.

Schedules

Time: 12:00      Period: Monthly

Day of Month: 25

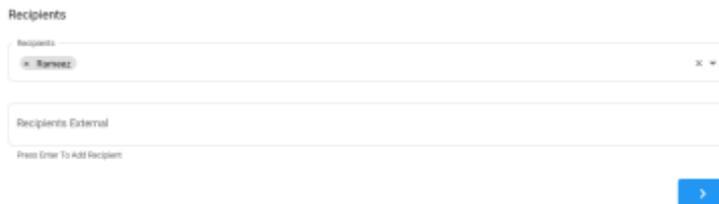
Frequency Log: 180      +

Schedules

< Daily - freq: 180 - 12:00

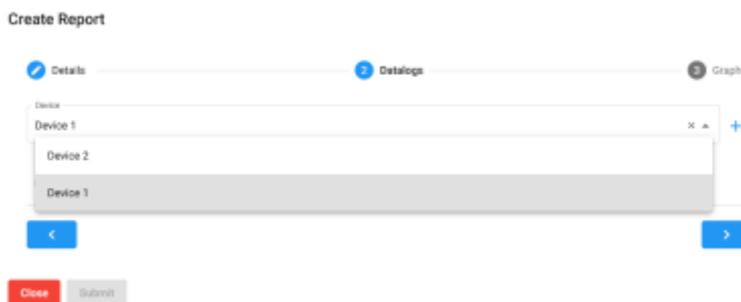
## Report Recipients

Report recipients define who will receive the report. Recipients can only be selected from users within the company, however external recipients can be set for users outside of the current company. Multiple recipients can be selected from the drop down menu. External recipients can be added by typing the email address in the Recipients External field then pressing the enter key. To proceed to Datalogs, click on the '>' icon (bottom right).

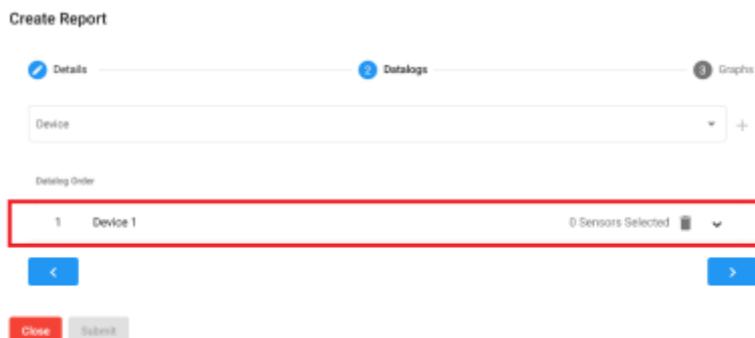


## Report Datalogs

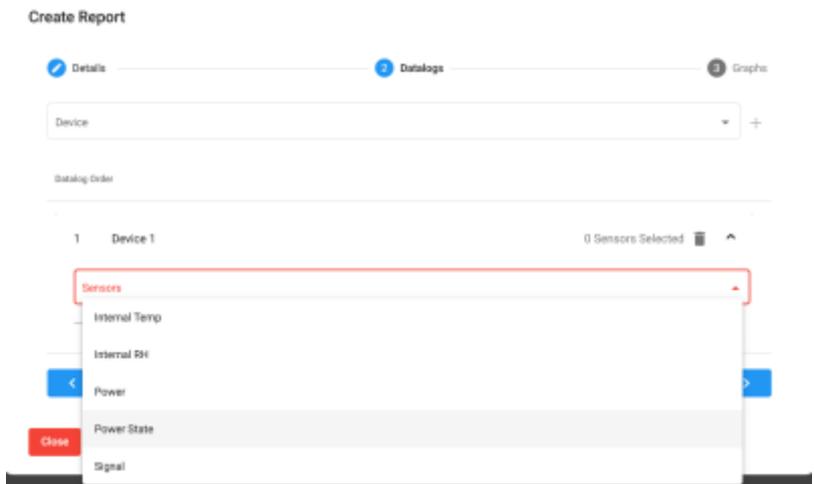
Report Datalogs define which device's data will be displayed on the report. Click on the dropdown to select the device then add the device using the '+' button. This process can be repeated for all devices which need to be in this report. After the devices are selected, sensors of the device also need to be selected.



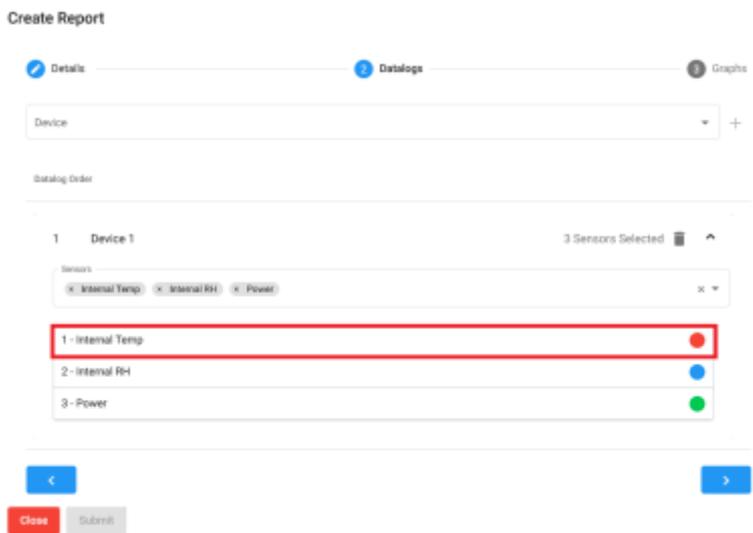
After a device is added, it will appear below in an expansion panel. This can be clicked to display the sensor selection for that device. The device's order and how many sensors are selected will also be displayed here. The device can also be removed from here. You can also click and hold to re-order devices if multiple devices are selected. This will affect their order in the report datalog/graph.



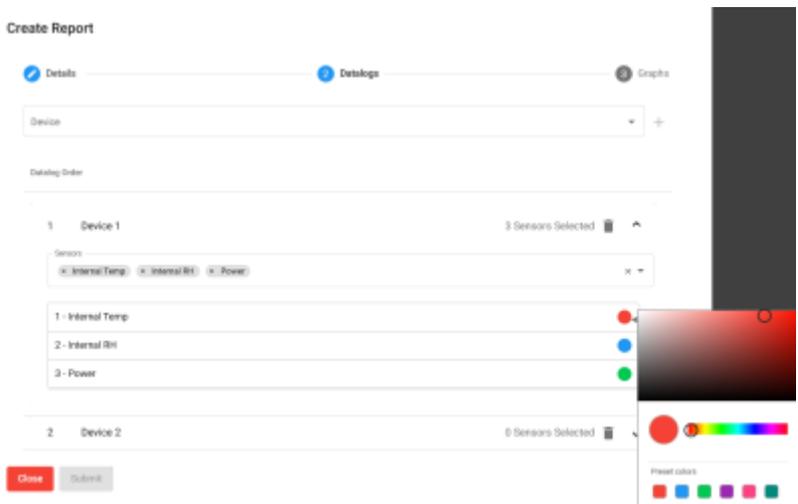
Expanding the device panel reveals the sensor selection drop down where multiple sensors can be selected. A minimum of 1 sensor must be selected per device.



Once sensors have been selected, they will appear in the sensor list. Here, you can click and hold to drag and re-order sensors. This will affect the order in which they are displayed on the report graph.

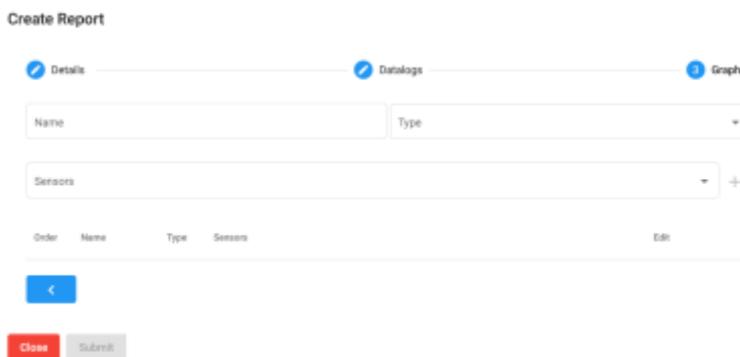


A colour can also be selected for the sensor by clicking the coloured circle. This will affect the colour that the sensor is displayed in, on the report graph.

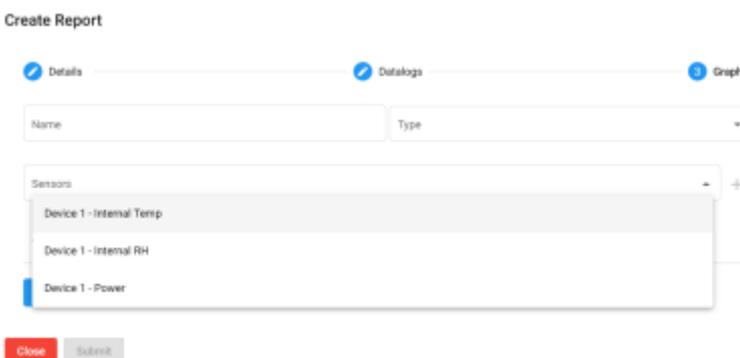


### Report Graphs

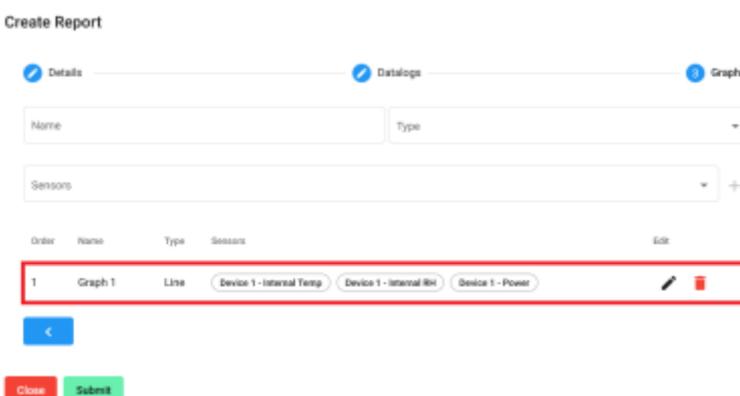
Here, report graphs can be configured with a name, type and sensors. Graph type can be selected from the drop down menu. Currently only line and bar graphs are supported.



Sensors to be displayed on the graph can be selected from the drop down menu. This drop down menu is populated by the sensors of all selected devices in the Datalogs page. Sensors from different devices can be graphed against each other.



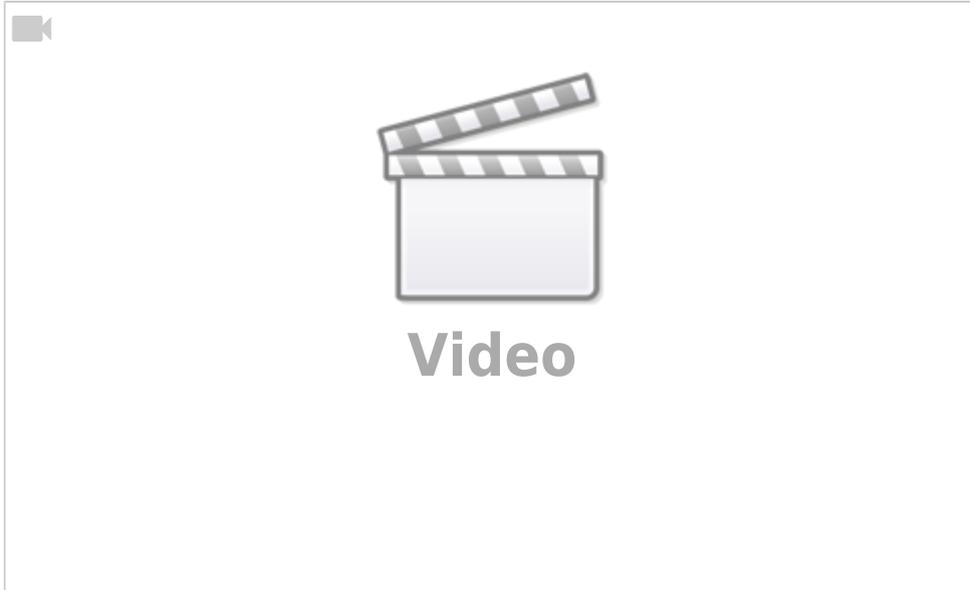
Once your selection is complete, click on the '+' button to add your graph to the list. If multiple graphs are added, graphs can be re-ordered. This affects the order in which they are displayed in the report.



After you are done configuring the graph, press submit to save the report.

### Video Guide

Watch the following video on how to create a report.



From:  
<https://docs.myfridgeonline.com/> - **MyFridgeOnline**

Permanent link:  
[https://docs.myfridgeonline.com/user\\_manual/getting\\_started](https://docs.myfridgeonline.com/user_manual/getting_started)

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