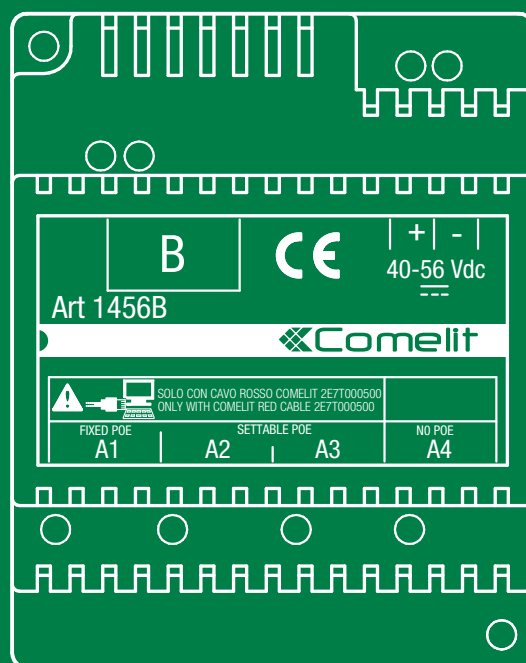


EN

TECHNICAL  
MANUAL



Apartment block administrator Art.1456B

**Comelit®**  
Passion. Technology. Design.

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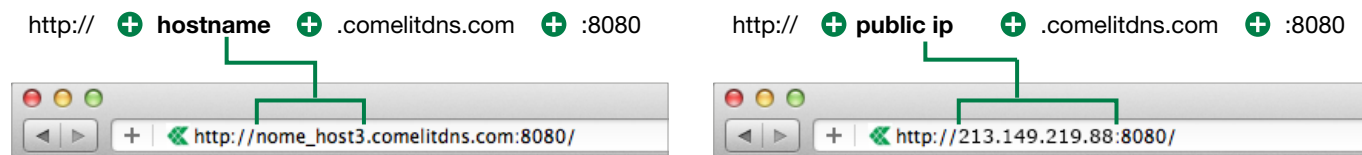
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# How to configure devices and apartments

## 1) Connect to the device via the internet

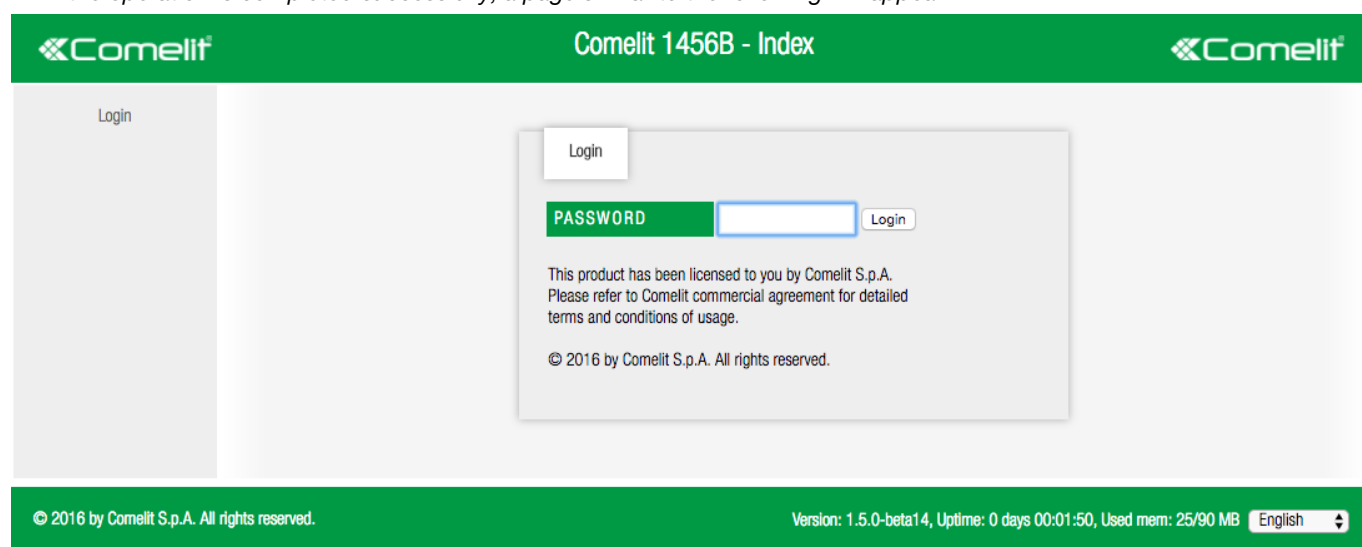
- ✓ You must be connected to the internet.
- ✓ You need to know the hostname (ask your installer).
- ✓ You need to know the access password (ask your installer).

1. In the address bar, enter the **hostname** followed by .comelitdns.com:8080, or the **public IP address** followed by :8080, as in the following examples:

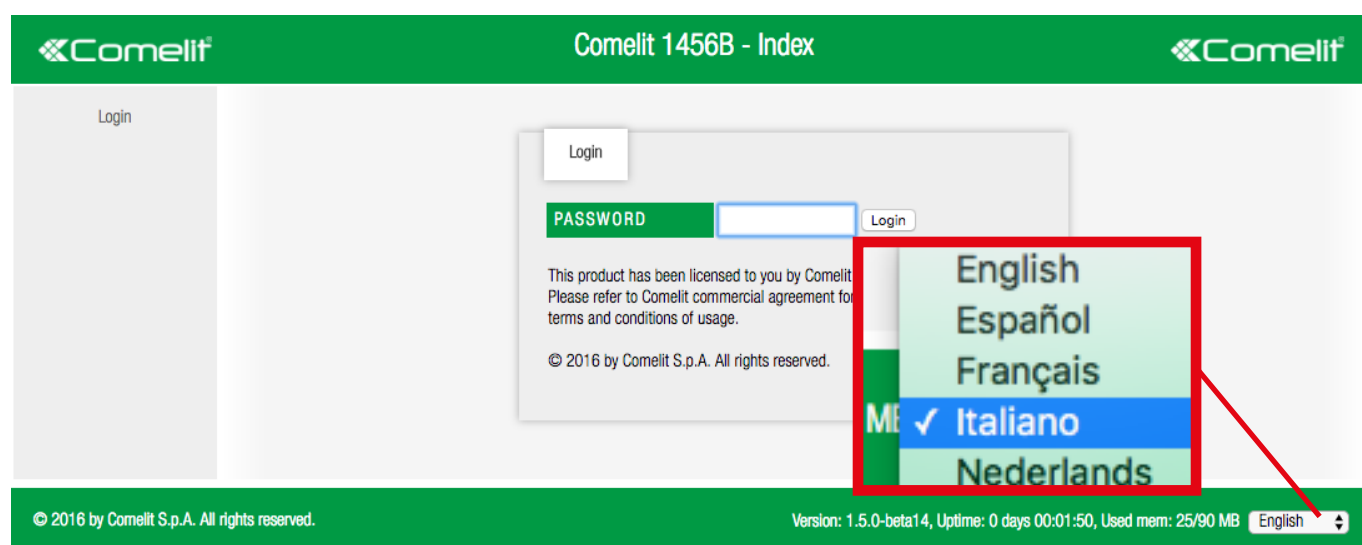


2. From the keypad, press Enter ( ↵ Enter ).

» If the operation is completed successfully, a page similar to the following will appear



3. Select the desired language from the drop-down menu



## 2) Log in

1. Enter the Administrator password provided by your installer (default=admin) and press the Login button to access the configuration pages.

The screenshot shows the 'Comelit 1456B - Index' page. On the left is a sidebar with a 'Login' link. The main content area features a login form with a 'Login' button above it. The form has a 'PASSWORD' label, a text input field containing five dots, and a red 'Login' button. Below the input field, there is a disclaimer: 'This product has been licensed to you by Comelit S.p.A. Please refer to Comelit commercial agreement for detailed terms and conditions of usage.' and a copyright notice: '© 2016 by Comelit S.p.A. All rights reserved.' The footer contains the copyright notice on the left and system status on the right: 'Version: 1.5.0-beta14, Uptime: 0 days 00:01:50, Used mem: 25/90 MB' and a language dropdown set to 'English'.

» If the operation is completed successfully, a page similar to the following will appear

The screenshot shows the 'Comelit 1456B - Login' page. The left sidebar now includes 'Apartments', 'VIP Directories', 'Password Change', 'Apt Manager Logout', and 'Reboot'. The main content area displays a green banner that reads 'ACCESS GRANTED AS APT MANAGER'. Below the banner, a message states: 'Your session will expire after 10 minutes of inactivity.' The footer is identical to the previous screenshot, showing the copyright notice and system status.

### 3) Password change

- Press **“Password change”** to open the password management window.

1. Enter the correct password (default=admin).
2. Enter the new password.
3. Enter the new password again to confirm.
4. Press **“Password change”** to change the password.

» On completion of the operation a confirmation message will be displayed.

**Suggestions on how to create a secure password:**

- The password must be at least 8 characters long.
- The password should not contain any complete words.
- The password should be different from any previously used password.
- The password should contain characters of different types: lower case letters (a, b, c...), Upper case letters (A, B, C...), numbers (1, 2, 3...) and symbols (% , \$ , & ...).

## 4) Managing and configuring apartments

From the apartments page you can enable/disable an apartment and edit their configurations.

- Press “**Apartment**s” to open the apartments management page.

#	VIP ADDRESS	DESCRIPTION	DIRECTORY	RESET	USERS
<input checked="" type="checkbox"/> 1	00000001	John Smith	Directory 1	Full Reset	Users
<input checked="" type="checkbox"/> 2	00000002	Peter Parker	Directory	Full Reset	Users
<input type="checkbox"/> 3		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 4		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 5		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 6		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 7		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 8		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 9		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 10		Click to edit	Directory	Full Reset	Users

### Enabling / Disabling an apartment

- The apartment block administrator can enable/disable the license of each apartment by ticking/unticking the relative box.

**example of an enabled apartment:**

#	VIP ADDRESS	DESCRIPTION	DIRECTORY	RESET	USERS
<input checked="" type="checkbox"/> 1	00000001	John Smith	Directory 1	Full Reset	Users

### Apartments configuration

- Click in the field **description** [a] if you wish to edit the description of the apartment and press “save” to save the description.
- Select from the pull-down menu the **Directory** [b] you wish to associate with the apartment.

#	VIP ADDRESS	DESCRIPTION	DIRECTORY	RESET	USERS
<input checked="" type="checkbox"/> 1	00000001	John Smith	Directory 1	Full Reset	Users
<input checked="" type="checkbox"/> 2	00000002	Peter Parker	Directory	Full Reset	Users
<input type="checkbox"/> 3		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 4		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 5		Click to edit	Directory	Full Reset	Users
<input type="checkbox"/> 6					
<input type="checkbox"/> 7					
<input type="checkbox"/> 8					
<input type="checkbox"/> 9					
<input type="checkbox"/> 10					

## 5) Management and configuration of users (devices)

From the users configuration page you can enable/disable individual devices and edit their configurations.

- In the **Apartments** page press **users** to configure devices of a specific apartment.

Comelit 1456B - Apartments

Available licenses: [Slave: 9/10] [Master: 10/11] [Phone: 10/10]

Export as CSV file: Apartments Users Act Codes

#	VIP ADDRESS	DESCRIPTION	DIRECTORY	RESET	USERS
<input checked="" type="checkbox"/> 1	00000001	John Smith	Directory 1	Full Reset	Users
<input checked="" type="checkbox"/> 2	00000002	Peter Parker	Directory	Full Reset	Users
<input type="checkbox"/> 3		Click to edit	Directory	Full Reset	Users

Comelit 1456B - Users

Apartment 00000001 (Master) - Users Configuration

Apartment Users

#	DEVICE TYPE	STATUS INFO	DESCRIPTION	CONTACT EMAIL	CONTACT PHONE	BACKUP OF
<input checked="" type="checkbox"/> 1	Internal Unit	-	John Smith	Click to edit	Click to edit	-
<input checked="" type="checkbox"/> 2	Apps	Not Activated	Mary Smith	andvito@comelit.it	Click to edit	-
<input checked="" type="checkbox"/> 3	Apps	Not Activated	John Smith	j.smith@comelit.it	03312345678	-
<input checked="" type="checkbox"/> 4	Phone	Phone to call	John Smith	Click to edit	Click to edit	-
<input type="checkbox"/> 5	-	-	-	-	-	-

### Enabling / Disabling a device

- To enable/disable a device, tick/untick the relative box.

☒ 3 Apps ☐ Not Activated  John Smith j.smith@comelit.it 03312345678 -

### Editing user contact information

- Click inside the green fields to edit/add descriptions/telephone numbers and press save to save the configuration.

John Smith j.smith@comelit.it 03312345678

save cancel save cancel save cancel

A telephone must be entered for each active telephone.

☒ 4 Phone ☒ Phone to call  John Smith Click to edit



**With some telephone service providers it is necessary to enter the national dialling code (for example: +39)**

## Creating and sending credentials for automatic configuration of the Comelit App

1. Press **Generate activation code**, to create the activation code for the user for whom you want to enable use of the App.
2. Press **Prepare file for apps** to download the automatic configuration file with the extension .mug (e.g.: user\_John\_Smith.mug) to the downloads folder on your computer and to create automatically a new email message with the destination address (email of the apartment manager) and the subject field already filled in.

**If an email client program is not available:** prepare the email manually, entering the indications on where to find the application and how to install it.

3. Attach the configuration file downloaded in point "1". (for example: user\_John\_Smith.mug)
4. Send.

The screenshot shows the Comelit 1456B - Users interface. The top bar is green with the Comelit logo and the title 'Comelit 1456B - Users'. On the left, there is a sidebar with links: Apartments, VIP Directories, Password Change, Apt Manager Logout, and Reboot. The main area displays 'Apartment 00000001 (Master) - Users Configuration'. Below this, there is a table of 'Apartment Users'.

#	DEVICE TYPE	STATUS INFO	DESCRIPTION	CONTACT EMAIL	CONTACT PHONE	BACKUP OF
1	Internal Unit	-	John Smith	Click to edit	Click to edit	-
2	Apps	Not Activated	Mary Smith	arndvdtb@comelit.it	Click to edit	-
3	Apps	Not Activated	John Smith	j.smith@comelit.it	03312345678	-
4	Phone	Phone to call	John Smith	Click to edit	Click to edit	-
5	-	-	-	-	-	-
6	-	-	-	-	-	-
7	-	-	-	-	-	-
8	-	-	-	-	-	-
9	-	-	-	-	-	-
10	-	-	-	-	-	-

Below the table, there is a detailed view of user #3, 'Apps', which is 'Not Activated'. A red dotted line highlights the 'Generate activation code' button. Below this, another red dotted line highlights the 'Prepare file for apps' button, which has generated the activation code 'k32gcj'. Below this, a red arrow points to an email client window showing the email being prepared. The email is addressed to 'j.smith@comelit.it' with the subject 'DOOR ENTRY COMELIT APP CONFIGURATION'. The body of the email contains instructions for setting up the mobile app.

**SETUP YOUR MOBILE APP IN 3 EASY STEPS**

1. Please download the Comelit VIP Remote app on Google Play Store or Apple App Store
2. Then open the attached file
3. If prompted, open it through the Comelit VIP Remote App



**N.B.:** every App has its own access credentials, it is therefore necessary to repeat the procedure for creating and sending credentials for each user.



# ViP Directories

In the “**ViP Directories**” configuration page you can create, edit and clone directories.

Each directory can contain different types of entry: Intercoms (addresses of apartments or individual devices), Switchboards (CPS), Cameras, Inputs, Actuators, Lock releases, Lock release actions, Additional Actuators.

- ✓ Connect to the web pages as described in “Connection to the configuration web pages” and access the page “**ViP Directories**”

## Creating a new directory:

1. Press **Add new [a]**.
2. Assign a description by completing the relative form **[b]**.
3. Tick “**define if apps can edit...**” **[c]** to allow editing of the copies of the directory saved in applications.

## Add a new entry to an directory

1. Select from the pull-down menu the directory to which you wish to add a new entry **[d]**.

2. Press “**Add new entry**” **[e]** in the desired section(Switchboards (CPS), Cameras, Inputs, Actuators, Lock releases, Lock release actions, Additional Actuators)

## Intercoms

- Configure the call to an entire apartment or to an individual device within the apartment, by completing the following fields:

<b>Name</b>	Enter the description.
<b>Address</b>	Enter the ViP address
<b>Subaddress</b>	Choose whether to register the entire apartment, only the master (main) monitor or a slave (secondary) monitor, as required.
<b>Emergency calls</b>	Tick "Used for emergency call" to configure a priority emergency call to the selected ViP address (on the App the contact will be identified by a red cross) <b>N.B. only 1 emergency contact can be set</b>
<b>Delete</b>	Press to delete the entry

## Switchboards (Cps)

- Configure the call to a switchboard by completing the following fields:

<b>Name</b>	Enter the description
<b>Address</b>	Enter the ViP address
<b>Emergency calls</b>	Tick "Used for emergency call" to configure a priority emergency call to the selected ViP address (on the App the contact will be identified by a red cross) <b>N.B. only 1 emergency contact can be set</b>
<b>Delete</b>	Press to delete the entry

## Cameras

- Configure the self-ignition of a camera by completing the following fields:

<b>Name</b>	Enter the description
<b>Address</b>	Enter the ViP address
<b>Camera</b>	Select the desired camera.
<b>Delete</b>	Press to delete the entry

## Inputs

Configure the activation of an input by completing the following fields:

<b>Name</b>	Enter the description
<b>Address</b>	Enter the ViP address
<b>Delete</b>	Press to delete the entry

## Actuators

- Configure the activation of an actuator (Generic actuator, Shutter, Door, Lighting..) by completing the following fields:

<b>Name</b>	Enter the description
<b>Address</b>	Enter the ViP address
<b>Module number</b>	Enter the number of the actuator module (choose between "onboard" or from 1 to 10)
<b>Output number</b>	Enter the number of the relay (1 or 2) or the expansion number (from 1 to 10) that you wish to control
<b>Delete</b>	Press to delete the entry

## Lock-release

- Configure the activation of the lock-release relay by completing the following fields:

<b>Name</b>	Enter the description
<b>Address</b>	Enter the ViP address
<b>Output number</b>	Enter the number of the output you want to control.
<b>Delete</b>	Press to delete the entry

## Lock-release Actions

- Configure the **Lock-release button**, by completing the following fields:

<b>Action</b>	Select from the pull-down menu: <b>disabled:</b> to disable the button <b>peer:</b> to control the relay of the external unit in communication <b>fixed-addr:</b> to control a specific relay
<b>Address (for disabled fixed-addr only)</b>	Enter the ViP address
<b>Output number</b>	Enter the number of the output from 1 to 3 that you wish to control (relay 3 is available only for device 3454S)
<b>Delete</b>	Press to delete the entry

## Additional Actuators

- Configure the **Additional Actuator button** to control of an extra action during a call through the activation of an additional relay, completing the following fields:

<b>Activated</b>	Tick this option to enable the Additional Actuator button.
<b>Address</b>	Enter the ViP address
<b>Module number</b>	Enter the number of the actuator module (choose between "onboard" or from 1 to 10)
<b>Output number</b>	Enter the number of the relay (1 or 2) or the expansion number (from 1 to 10) that you wish to control
<b>Delete</b>	Press to delete the entry

# Special functions

## Resetting the installer password

- In the **“Password change”** page, press **Reset password** and confirm, if you want to reset the installer password to the default value (default=comelit)



## Enabling/disabling installer web access

- In the **“Password change”** page, enable/disable installer web access from the pull-down menu.



## Resetting apartment configurations

- In the **“Apartments”** page, press **Full reset** if you want to permanently delete the configuration of the corresponding apartment
- » *this operation deletes all the descriptions and all the sensitive data (email addresses, telephone numbers, passwords...)*
- » *system configurations will be maintained: ViP address of the apartment and the slave devices that can be activated (internal units, applications).*



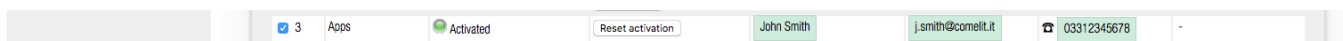
## Exporting configurations

- In the **“Apartments”** page, press **Apartments/Users/Act. Codes** to export the relative configurations in .csv file (which can be opened from a spreadsheet management program such as MS Excel).



## How to identify if a telephone or an app is active

In the device configuration page (see: **“5) Management and configuration of users (devices)”**) a green circle indicates that the application or telephone has been activated, while a grey circle indicates that the application or telephone has not yet been activated; the circle does not indicate whether the device is currently connected, but only if the activation was completed successfully.



CERTIFIED MANAGEMENT SYSTEMS



www.comelitgroup.com

Via Don Arrigoni, 5 - 24020 Rovetta (BG) - Italy

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