Setting Up Email and Text Alerts in Your Lumity™ Supervisory Controller

Setup Guide

Figure 1 - E3 Controller

Figure 2 - Site Supervisor Controller

How to Send Emails and SMS Alarm Messages

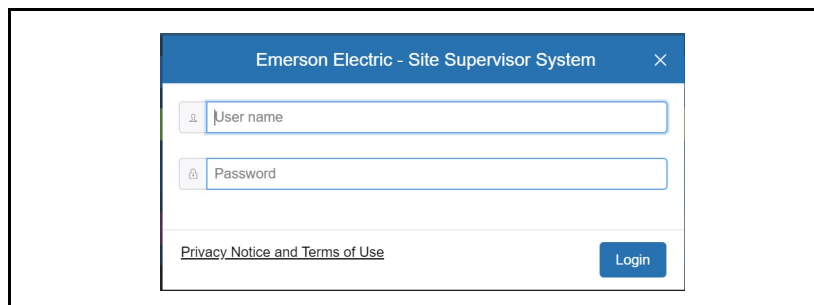### Logging In

1. Launch a preferred web browser.

Figure 3 - Log into the Supervisory Controller

2. Enter the IP Address of the device.

3. The default IP Address is **192.168.0.250** for **ETH0** and **192.168.1.250 for ETH1**.

4. Log into the Supervisory Controller by selecting **Login** located at the upper right side of the screen and enter your username and password.
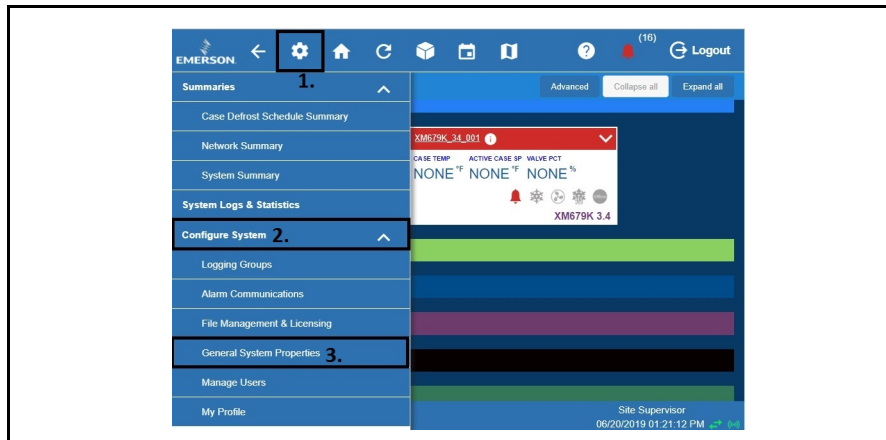
How to Go to Network Settings

Figure 4 - Access General System Properties

1. Click the Setup (gear) icon.
2. Click **Configure System**.
3. Click **General System Properties**.
4. Click **Network Settings** on the General System Properties page. Click **Advanced** to see all settings.

If Using Gmail, You Must Set Up a DNS Server:

For DNS Server 1 and 2 - A valid DNS server must be supplied to resolve "smtp.gmail.com"

Figure 5 - Network Settings for Internet (TCP/IP)

Messaging Setup

Email Messaging Setup

1. Scroll down to the bottom of the page to locate the options for email and text messaging:
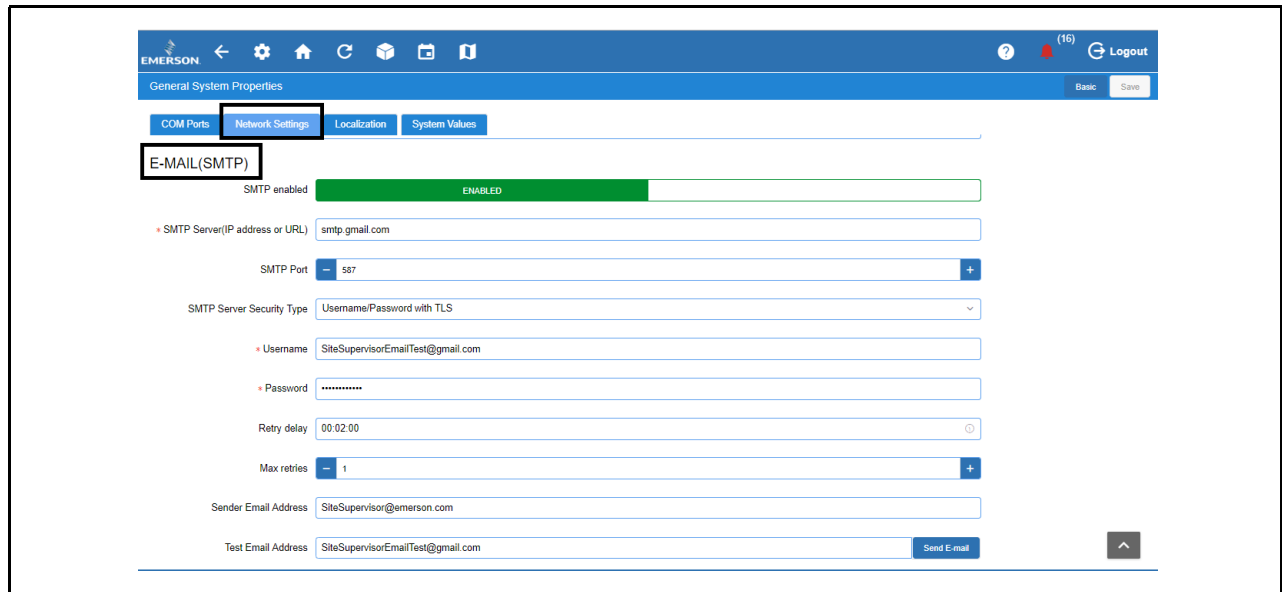

Figure 6 - Email Messaging

2. Click the gray box to toggle **ENABLED** for SMTP email messaging. The setup options will appear after enabling.
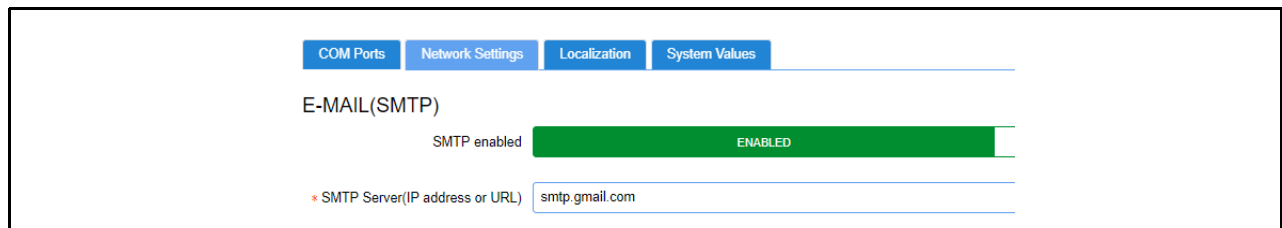
SMTP Server

Figure 7 - SMTP Server

- **SMTP Server** (Simple Mail Transfer Protocol) is an Internet standard for electronic mail transmission.
- **SMTP Server** can either be the server name or IP Address.
- Check with your local IT for the availability of SMTP on your local server.
- Example of an SMTP server that is available for public use is **smtp.gmail.com**.
- When SMTP has been enabled, the **Test Email Address** option becomes available. Enter the sender's email address and click **Send E-mail** to test and verify that notifications will be received by the correct email.

Default Gmail SMTP Settings

- Gmail SMTP server address: smtp.gmail.com
- Gmail SMTP username: Your full Gmail address (for example, yourusername@gmail.com)
- Gmail SMTP password: Your Gmail password
- Gmail SMTP port (TLS): **587** (for port 587, the **Authentication type** must be **Username/Password TLS**)
- Gmail SMTP port (SSL): **465**
- Gmail SMTP TLS/SSL required: yes

IMPORTANT: For Gmail, access from inside the Gmail account must be enabled for less secure applications to receive emails.

Authentication Type

Figure 8 - Authentication Type

- Check with the local IT server for the **Authentication type** to access the SMTP server.
- Set the **Username** (your email address such as Gmail or Yahoo) and **Password** (your password for that email account).

Complete SMTP Setup - Set Max Retries

Figure 9 - Max Retries

- **Retry delay** - Leave at default setting of **00:02:00**
- **Max retries** - Set to **1**
- **Sender Email address** - Set the email address the Supervisory Controller will use to send Alarm Communications.

Note: The email address used should be a valid user on the SMTP server.

Text Messaging Setup

Enabling SMS Setup

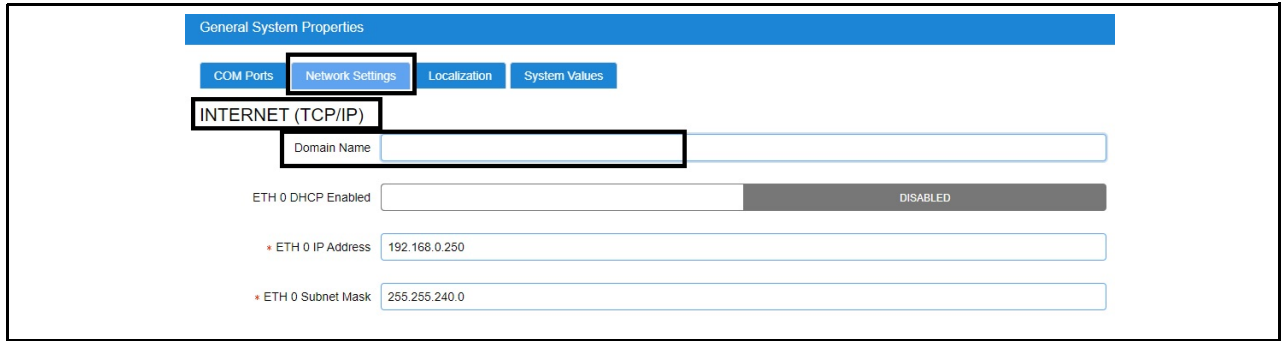Enter the IP Address or DNS from the ISP in the **Domain Name** field:

Figure 10 - Domain Name

1. Under **TEXT MESSAGING (SMS)**, configure the following:

    - **SMS enabled** - Enables or disables the SMS network setup. SMS support must be **ENABLED**.
    - **SMS Max retries** - Set the maximum number of retries for SMS Alarm Communications to **1**.
    - **SMS Retry delay** - Set the time interval between each retry. Leave at default setting of **00:02:00**.
    - **From SMS address** - Leave it blank OR enter the mobile phone number in the format of 3-digit area code and 7-digit phone number with no spaces. For example: 9991234567.
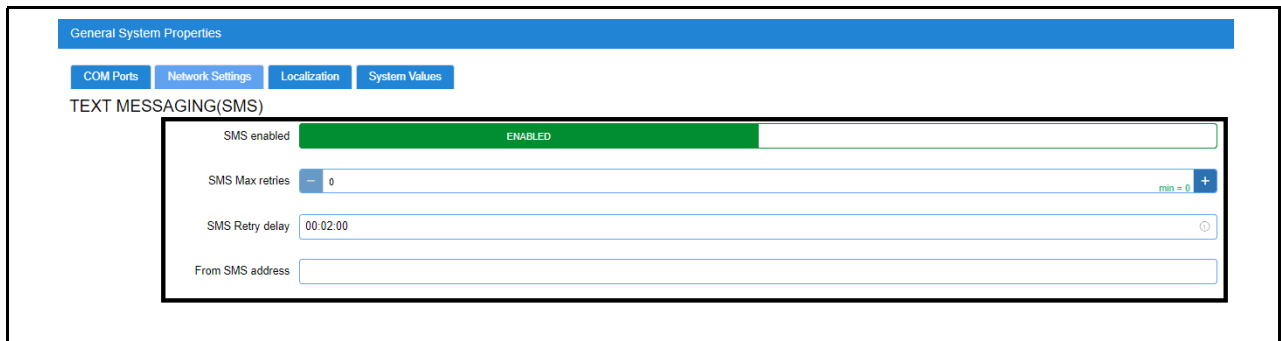

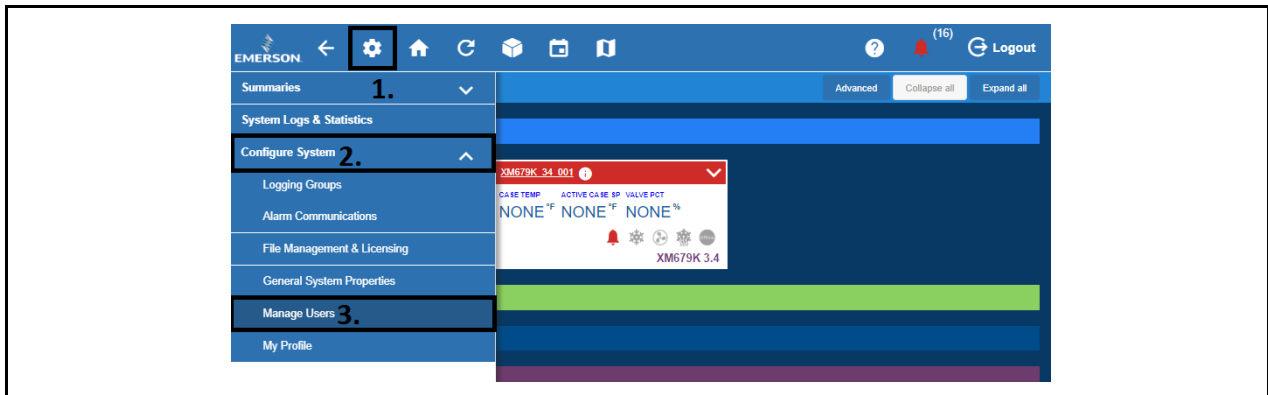*Figure 11 - SMS Setup*

Managing Users

Figure 12 - Managing Users

1. Click the Setup (gear) ⚙ icon.
2. Click **Configure System**.
3. Click **Manage Users**.
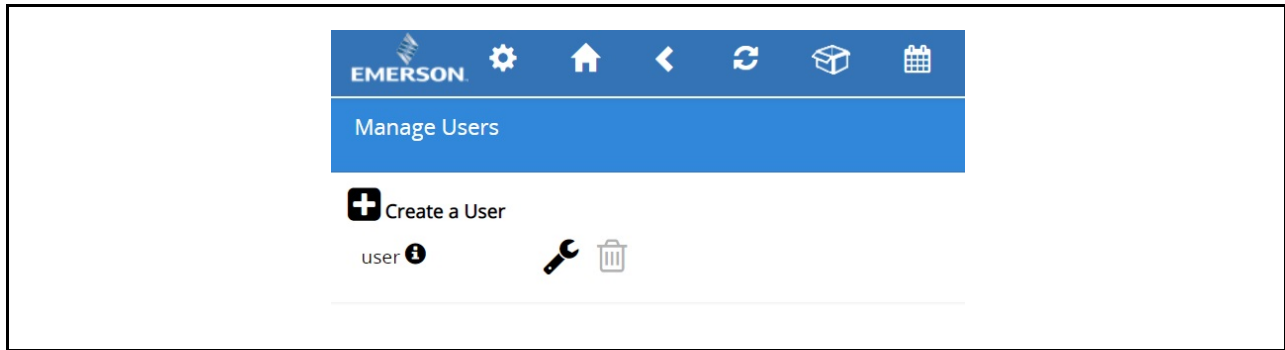
View and Edit Users

Figure 13 - Default User Profile

- From here, you can view, edit, or delete users.
- To add a user, click the plus sign and **Create a User**.
- To edit a user, click the wrench 🔧
- To delete a user, check the box on the left side of the user name and click the **Delete** button.
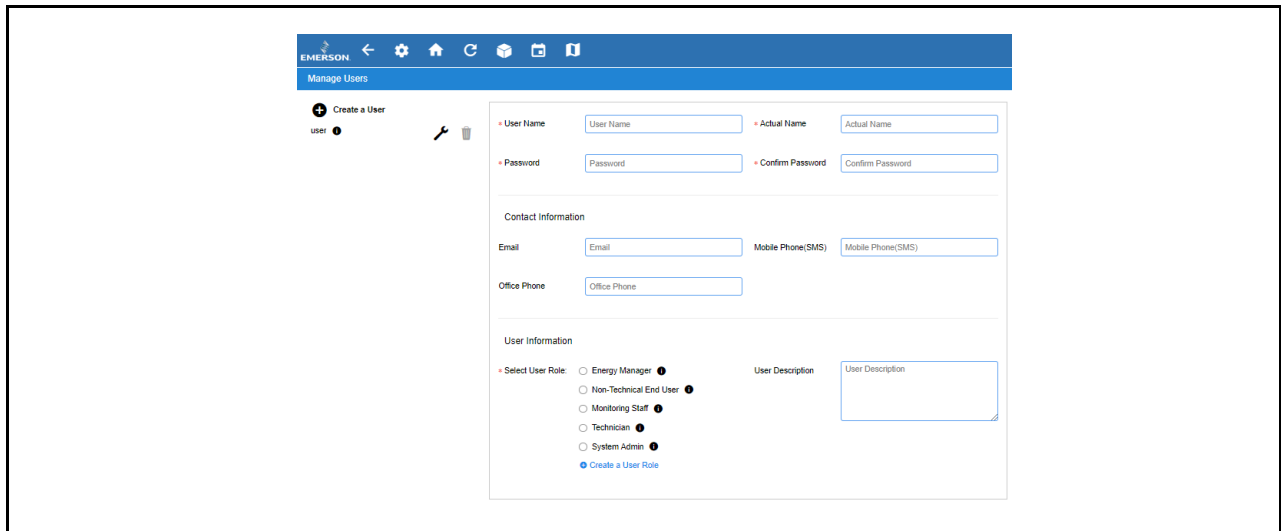
Create New User

Figure 14 - Create New User

1. Click **Create a User**.
2. The below fields are required:
   - **User Name**
   - **Actual Name**
   - **Password**
   - **Confirm Password**

Note: The User Name and Password created here can be used to log into the Supervisory Controller.

Figure 15 - Contact Information

Note: These fields can be left blank if this user will not be receiving Alarm Communications via email or SMS.

3. Contact information for the user must be filled out for them to receive Alarm Communications via email or SMS.

    • **Email** (*Note to verify the email address is valid to receive emails*)
    • **Mobile Phone (SMS)** (*Note to verify the mobile phone number is correct and in the following format: phone_number@carrier_txt_domain (55512345678@txt.att.net)*
    • **Office Phone**

Below are some examples of SMS addresses for those in the United States:

• T-Mobile: phonenumber@tmomail.net
• Virgin Mobile: phonenumber@vmobl.com
• Cingular: phonenumber@cingularme.com
• Sprint: phonenumber@messaging.sprintpcs.com
• Verizon: phonenumber@vtext.com

• Nextel: phonenumber@messaging.nextel.com
• U.S. Cellular: phonenumber@email.uscc.net
• Cricket: phonenumber@sms.cricketwireless.net
• Boost Mobile: phonenumber@smsmyboostmobile.com
• AT&T: phonenumber@txt.att.net
• *phonenumber* = **your 10-digit phone number**

Note: For those outside the United States, please contact your local service provider.

*Note: The Contact Information fields can be left blank if the user will not be receiving Alarm Communications via email or SMS (**Figure 12**).*

Figure 16 - User Information and Roles

4. The *User Information* area allows the user's login access level to be set. Depending on the selected role, the user can View, Control, Configure, or Administer items listed in the action area for that role. To view more details about what each role can do, click the 🛈 icon next to the role name.

5. Click **Save**.

Alarm Communications
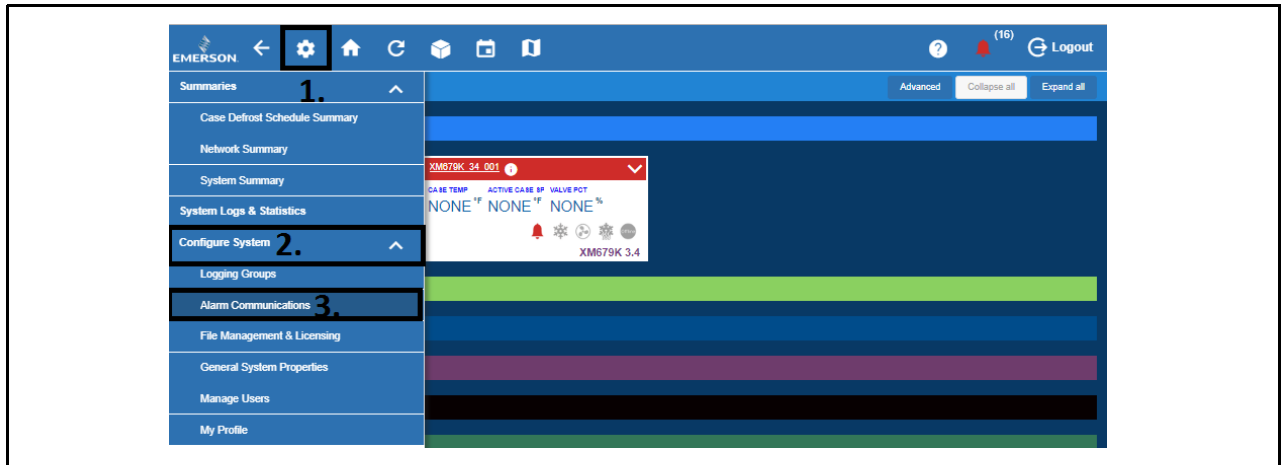
Click the Setup (gear) ⚙ icon.

Figure 17 - Alarm Communications

6. Select **Alarm Communications**.

Figure 18 - Add an Alarm Notice

7. Click **Add an Alarm Notice** to create a new Alarm Notice.

*Note: It is assumed that role-based user access is already set up at this stage. Otherwise, role-based user access must be configured (**Figure 13**).*

Creating an Alarm Notice

1. Click **Edit** and enter a unique name for the alarm notice.
2. Select the desired options to filter the alarm notice. They can be filtered via **Category**, **Alarm Type**, and **Resolution**:
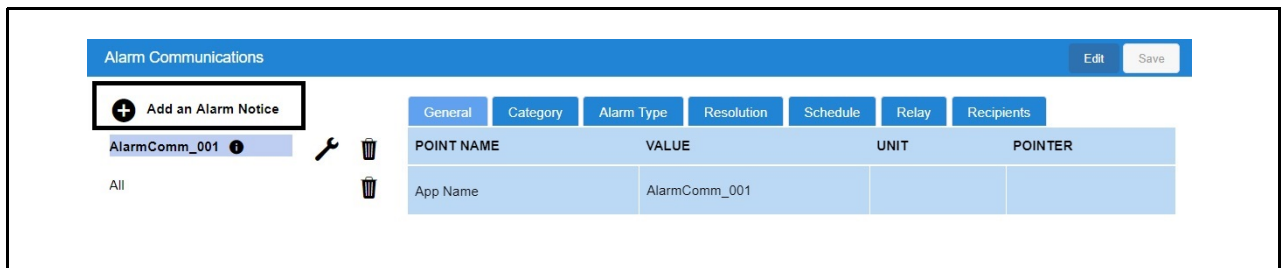
Figure 19 - Create an Alarm Notice

3. *Add Users* will list the available users created in *Manage Users*.

4. Click the **Recipients** tab to see a list of users already set up in the system - from here you can choose the communication type they should receive (email, SMS).

*If a user has no email or mobile contact information available, **Not set** will appear next to the user name.*
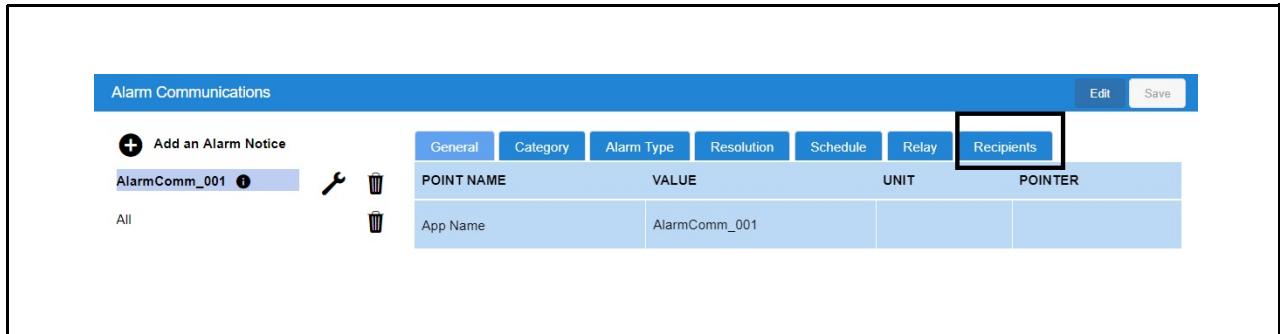
Figure 20 - Recipients Tab
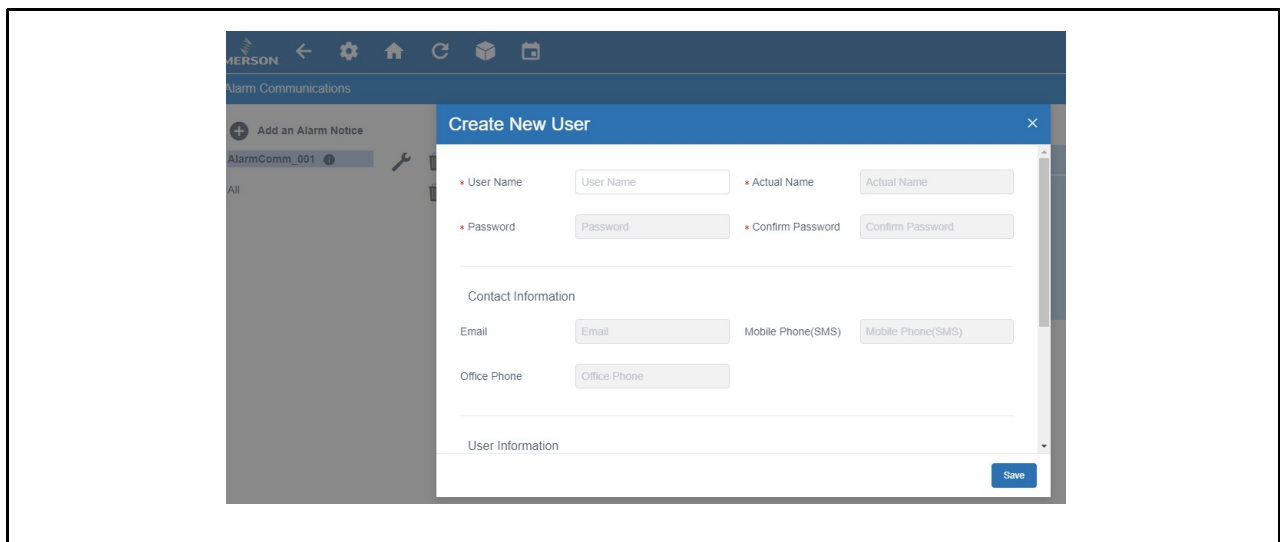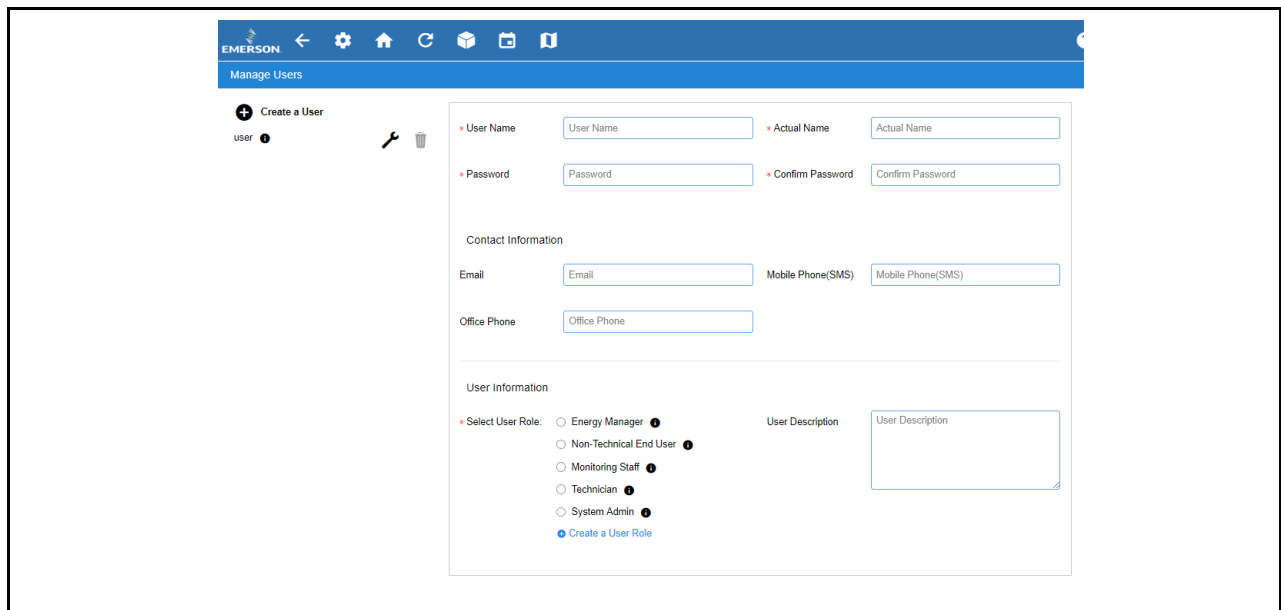
Figure 21 - Create New User (Optional)

5. If you wish to receive notifications and it has not yet been set up, click **Create New User** and fill out all of the appropriate fields. Select **Email** and/or **SMS**.

Add Users

Figure 22 - Add Users

1. Select the user who will be notified by Alarm Communications. Check the appropriate boxes to enable the email and/or SMS notification.

Figure 23 - Add Users Checkbox

2. Notifications will be sent to the email address and/or mobile phone number provided in the user's contact information.

For more information about Site Supervisor including release notes and the full user manual, scan the QR code.

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