

# Configuring an Entry Premium Monitor

## Overview

The Entry Premium monitor is an audio/video monitor used to remotely communicate with visitors, and is installed as part of an Entry system. It is powered using Power over Ethernet (PoE) and communicates with the other elements of the system using IPv6, providing plug-and-play installation.

The only configuration required is the allocation of a monitor ID which the system uses to identify the correct monitor.

To ensure the best user experience and lifetime of your product we recommend your system is using the latest version of the Entry configuration utility by going here: [www.paxton.info/1907](http://www.paxton.info/1907)

When using Entry, the following minimum software versions are required:

- Paxton10 – v3.2 or higher
- Net2 – v4.27 or higher
- Entry – v2.20 or higher



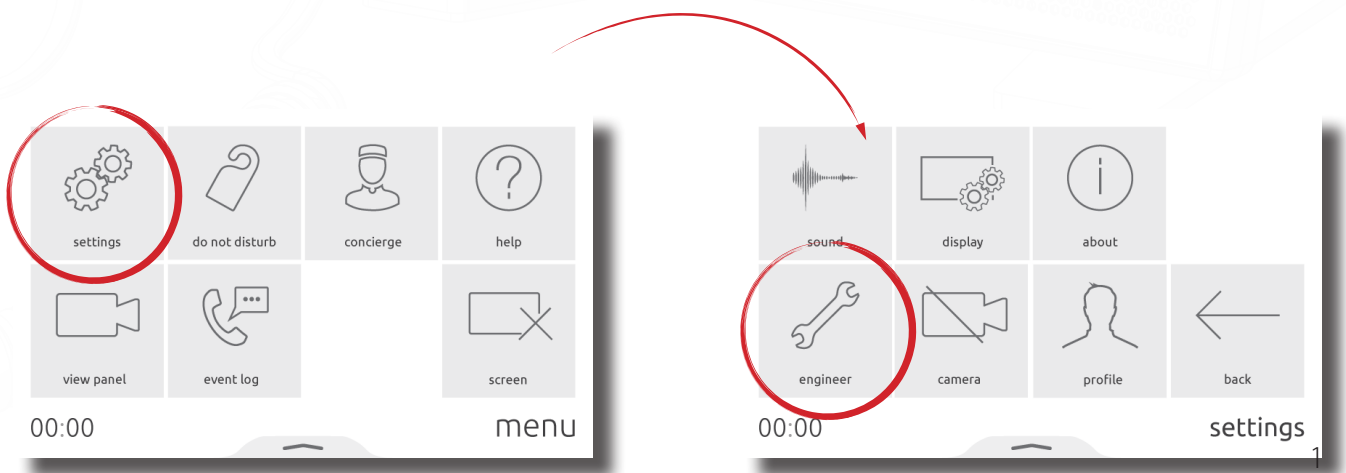
## Configuration - Setting the monitor ID

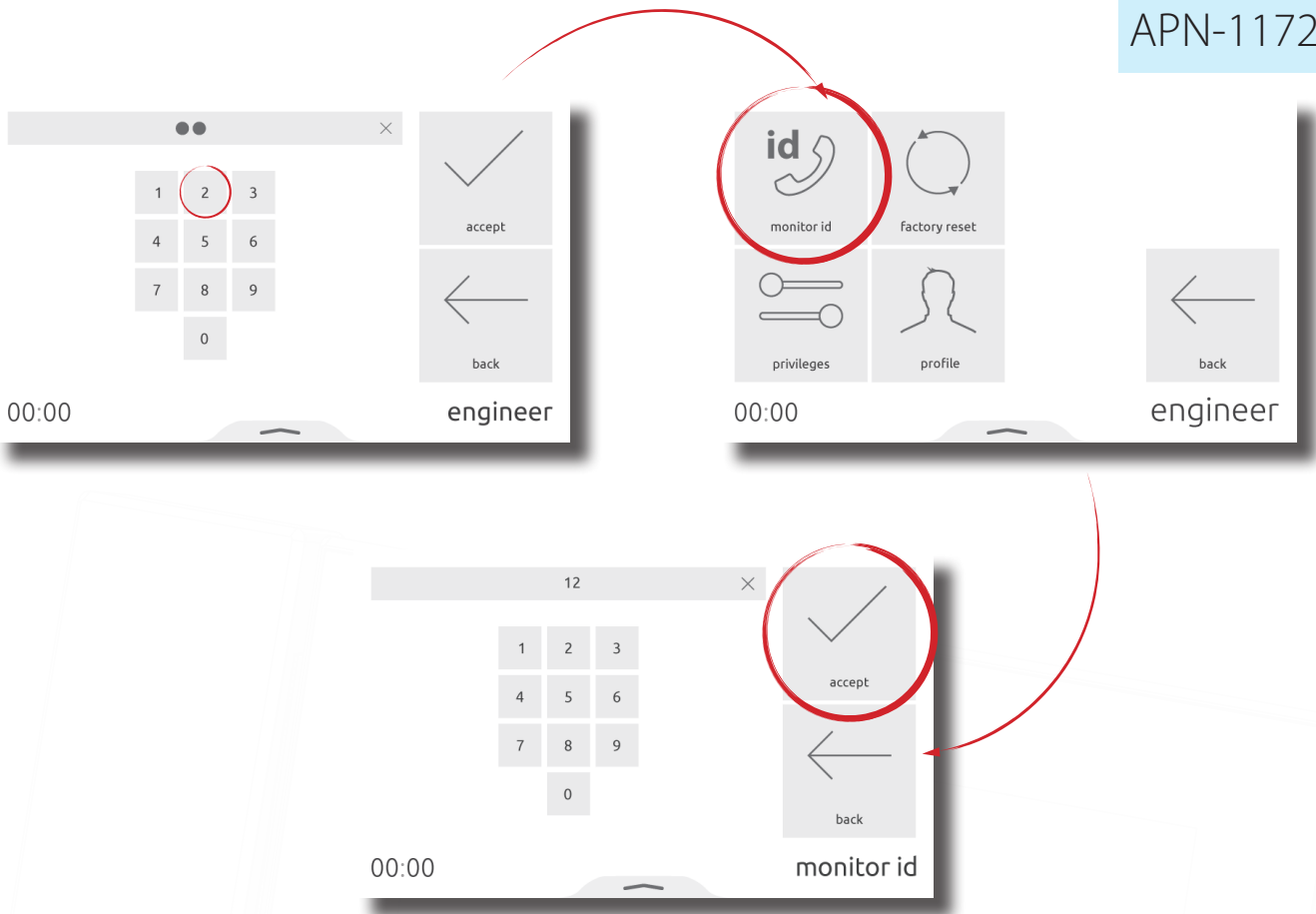
When the monitor is first connected to the network it will not have a Monitor ID number.

The monitor ID is the number that a visitor will call to request entry (unless they are using a text only list) so it should relate to the location of the monitor where possible e.g. Flat Number.

From the menu, touch **settings** > **engineer** > enter the engineer code for the system (if required) > **monitor id**, enter a Monitor ID number, then touch **accept**.

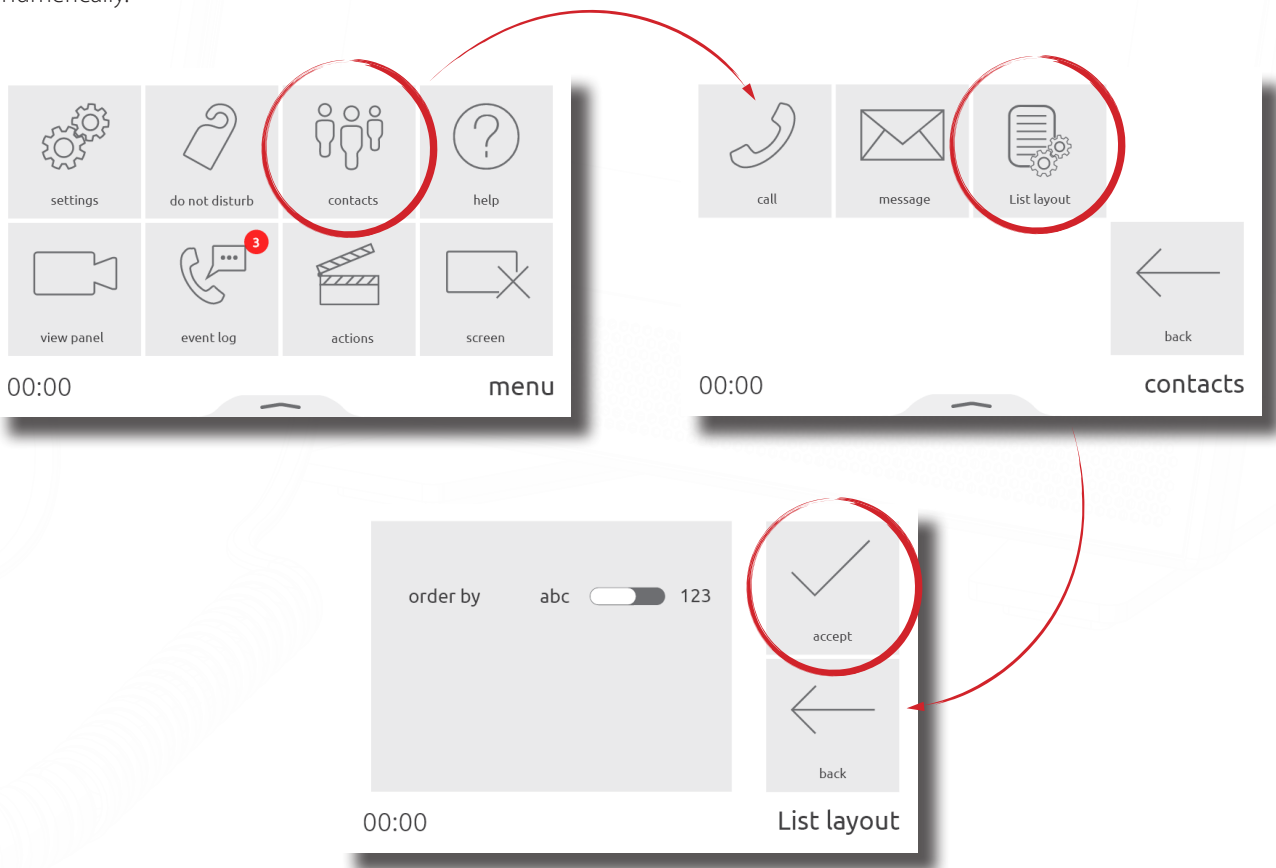
Monitors sharing the same ID will all ring when a call is made to that ID, and some configuration (name, concierge, divert mode) will be common on all monitors.





## Operation – Contacts

When concierge is enabled, contacts options are available. In list layout, select how monitors should be sorted; alphabetically or numerically.

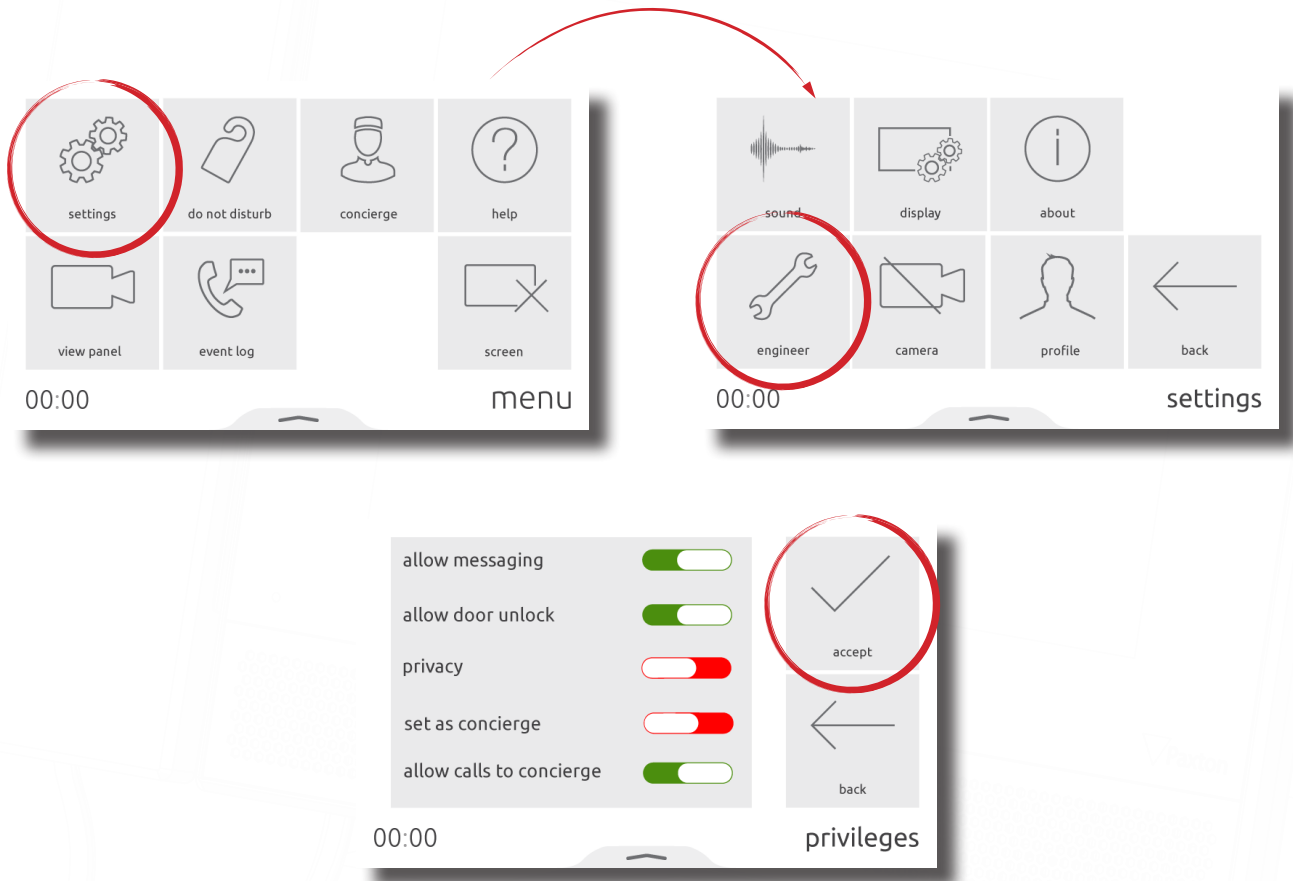


## Configuration - Privileges

Privileges determine which controls and functionality will be available to the user of the monitor.

- Allow messaging - When enabled, this monitor may record a new greeting to be played when a call is missed
- Allow door unlock - When enabled, this monitor can unlock the door at any time via view video
- Privacy operation - When enabled, hands free and call back are disabled. A handset must be connected for this operation
- Set as concierge - This enables concierge functionality for this monitor ID. See AN1165 for more information
- Allow calls to concierge monitor - When enabled, this monitor may initiate direct calls and divert incoming calls to the concierge monitor

From the menu, touch 'settings' > 'engineer' > enter the engineer code for the system (if required) > 'privileges', set as required, then touch 'accept'.



## Configuration - Personalisation

### Name and image

A name and image may be used to identify the monitor at the Entry panel.

To edit the monitor name, from the menu, touch 'settings' > 'profile' > 'name' > enter a name using the on-screen keypad, then touch 'accept'.

To edit the monitor image, from the menu, touch 'settings' > 'profile' > 'image' > position yourself centrally in front of your monitor, so that you are in clear view of the camera, then touch the green capture button. When happy with the image, touch 'accept'. Alternatively, an image can be uploaded using the Entry configuration utility.

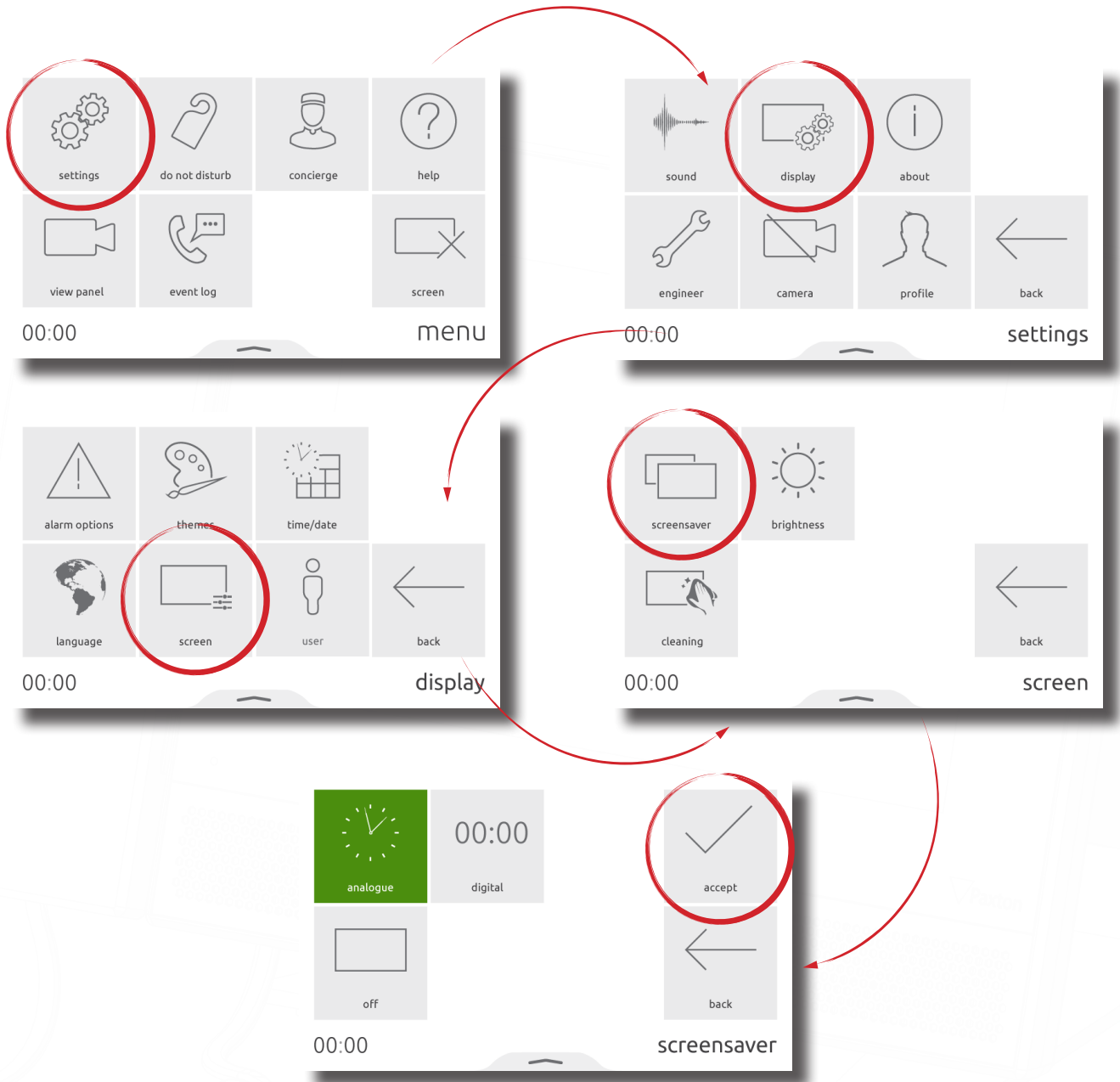
Note: These settings may be restricted via the Entry configuration utility. When restricted, Profile will be available within the Engineer menu.



## Screensaver

When the monitor is not in use, the screen can either display the time and date, or turn off.

To change or turn off the screensaver, from the menu, touch **settings** > **display** > **screen** > **screensaver** > select a screensaver, or off, then touch **accept**.



## Theme

The monitor background image and button contrast can be customised using themes.

To change the theme, from the menu, touch **settings** > **display** > **themes** > select a theme, then touch **accept**.

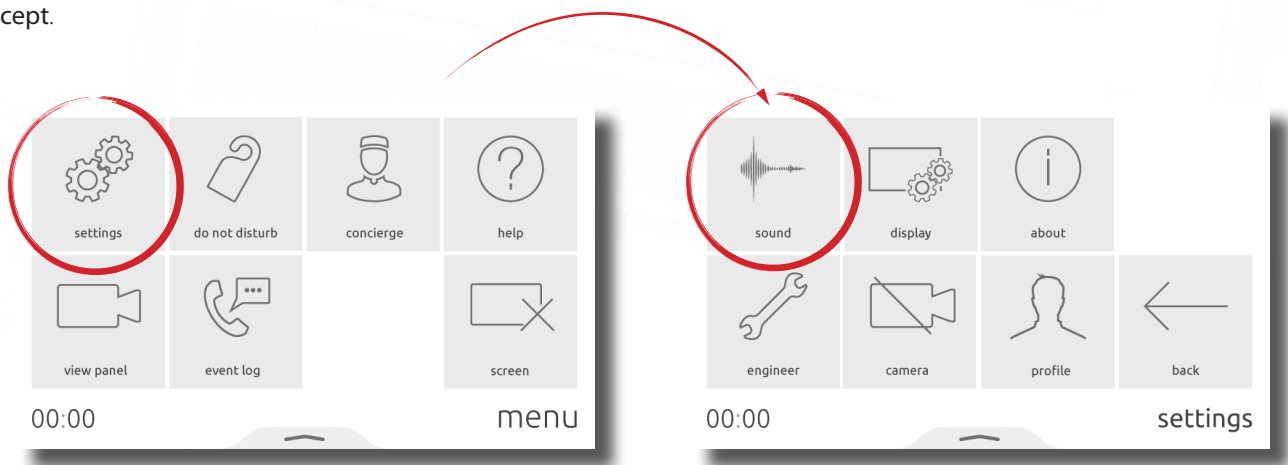


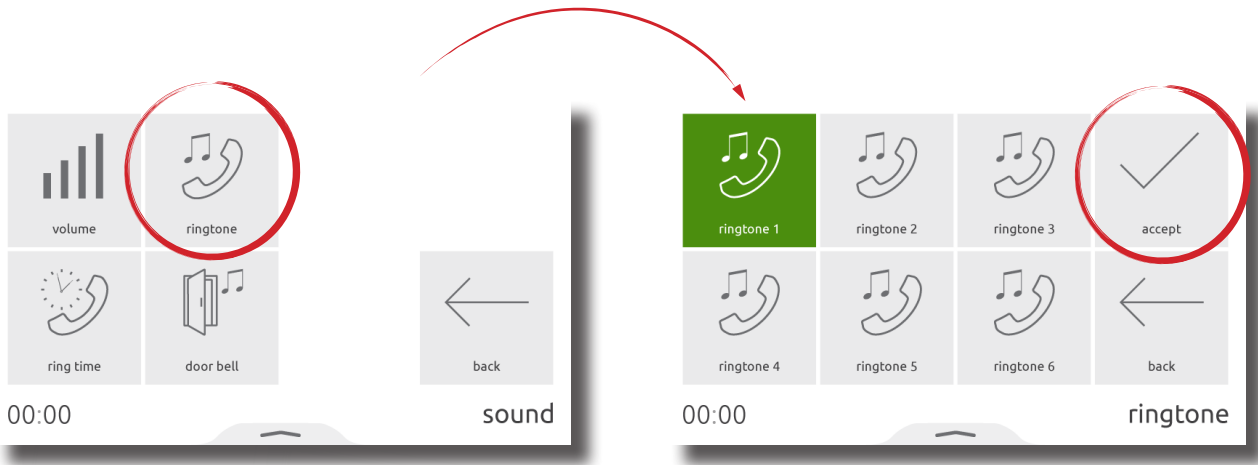
## Ringtone and doorbell

A selection of ringtones and doorbells are available to choose from.

- The ringtone is played when the monitor is being called from a panel or concierge.
- The door bell is played when someone presses the doorbell directly at your apartment or office (Requires a doorbell to be wired to the door bell contacts on the monitor).

To change the ringtone or doorbell tone, touch **settings** > **sound** > **ringtone** or **door bell** > select the tone to use, then touch **accept**.





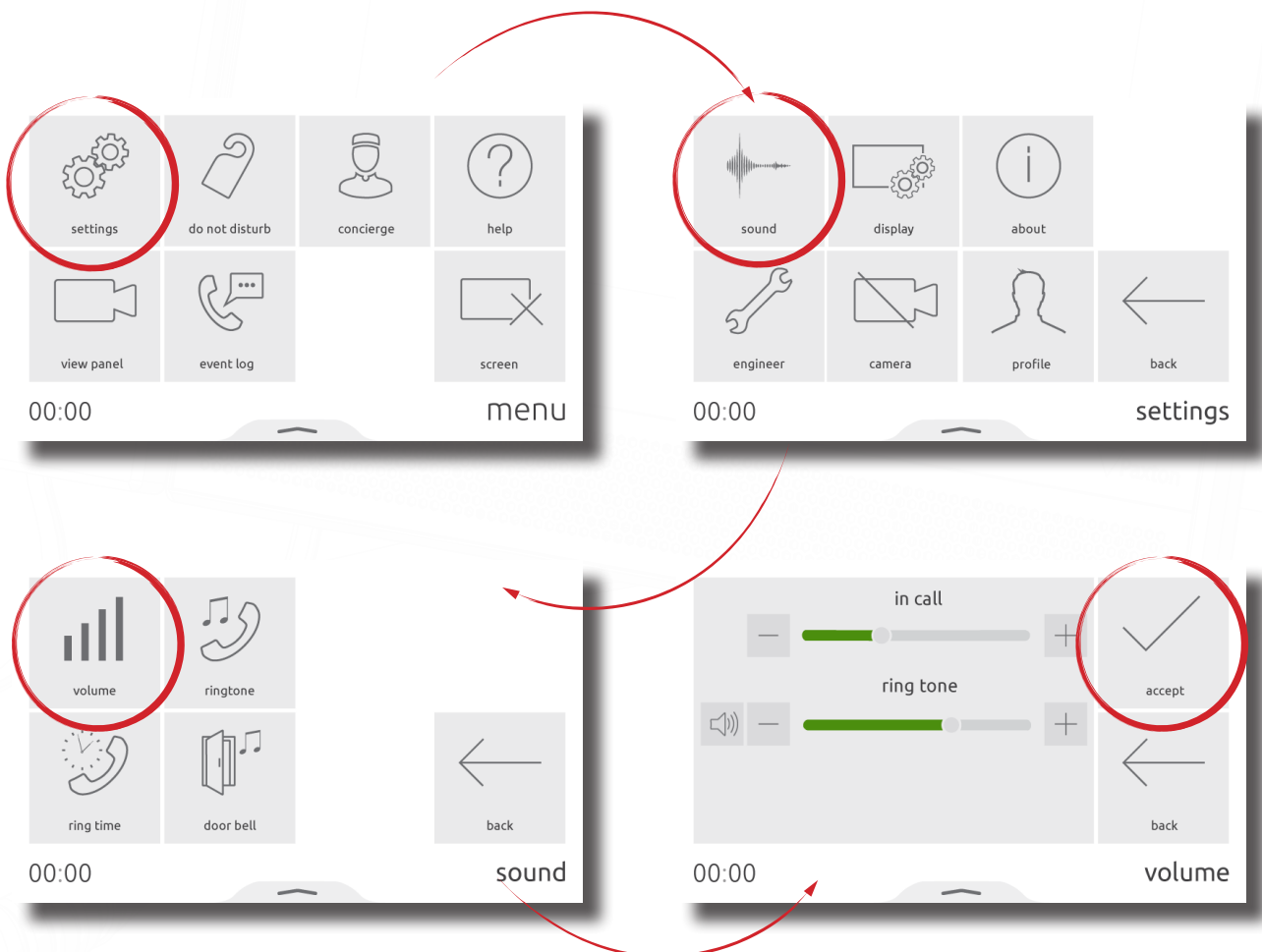
## Volume

Call volume and ringtone volume can be adjusted to suit the needs of the user and the environment.

To change the volume, touch **settings** > **sound** > **volume** > adjust the in call and ringtone volume > then touch **accept**.

Volume can also be changed more conveniently using the pop-up bar. Drag up from the bottom of the screen to display the pop-up bar, then drag the slider as required to change the volume.

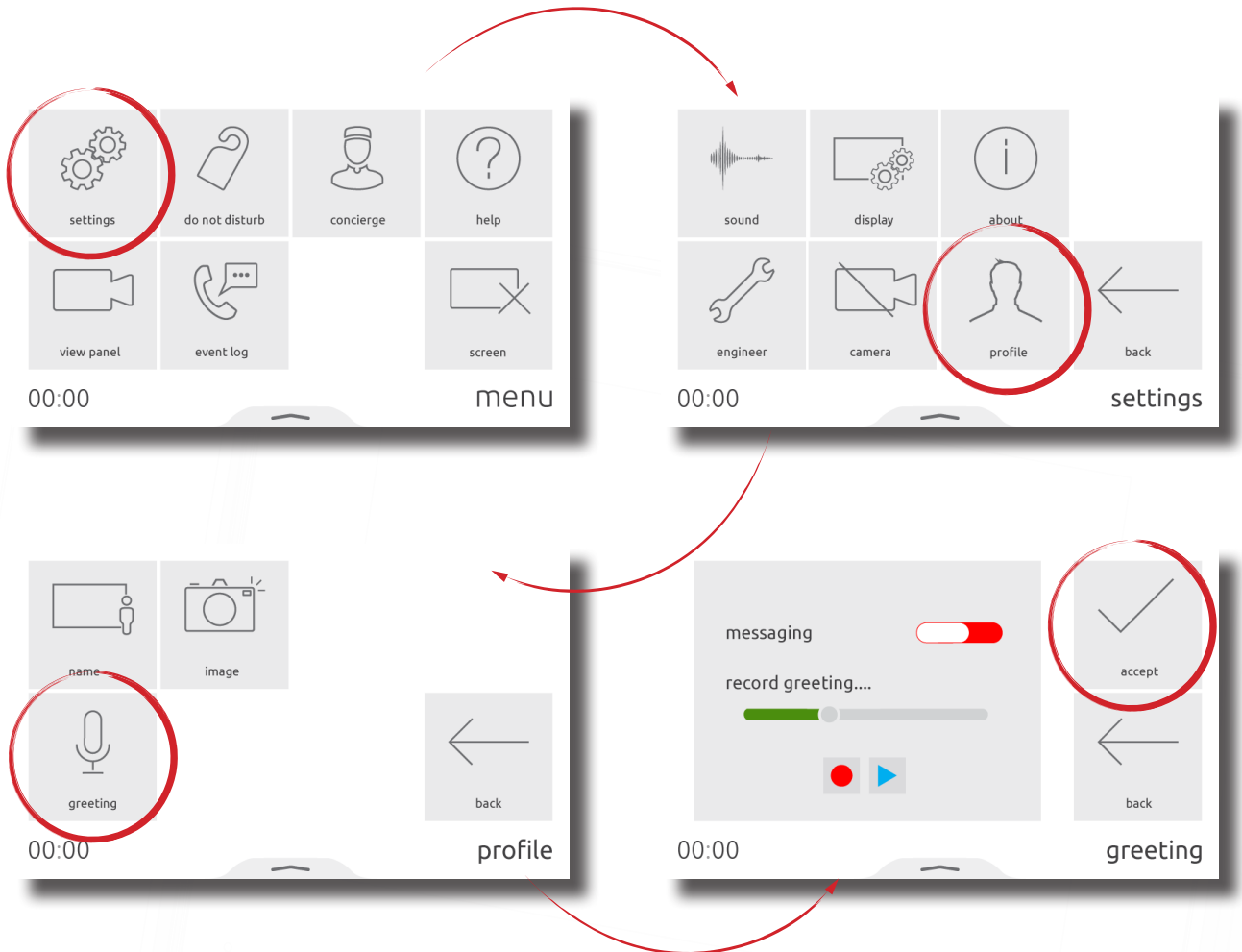
- When in a call, this will temporarily change the in-call volume
- When in a menu screen, this will change the ringtone and door bell volume



## Voicemail

Enable messaging to allow visitors to leave a message when you're unable to answer their call.

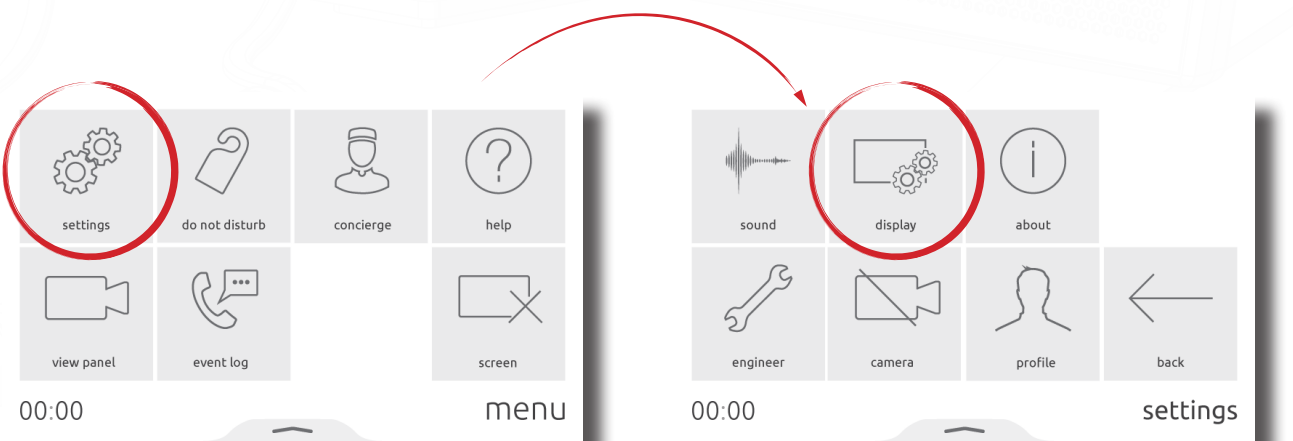
To enable voicemail, from the menu, touch **settings** > **profile** > **greeting** > enable messaging > then touch **accept**. When enabled, your greeting will be played to the visitor upon missing their call, followed by the option for them to leave a message.



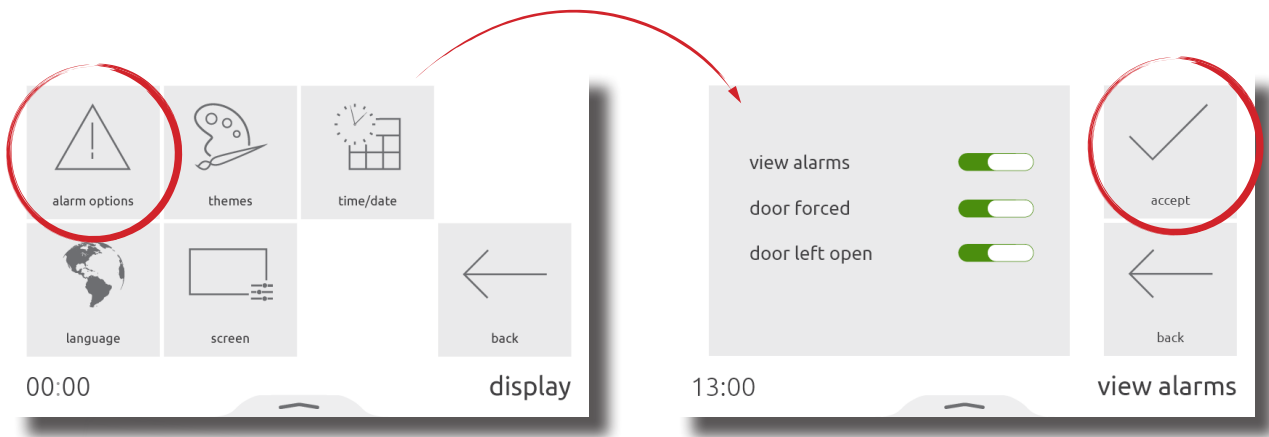
## Alarm options

Viewing alarms can be enabled or disabled at the monitor. To enable viewing alarms touch **settings** > **display** > **alarm options** > then toggle **view alarms** and touch **accept**. Once enabled, when there is an alarm on the system it will be displayed on this monitor.

Note: The **door forced** alarm and **door left open** alarm can be disabled individually.





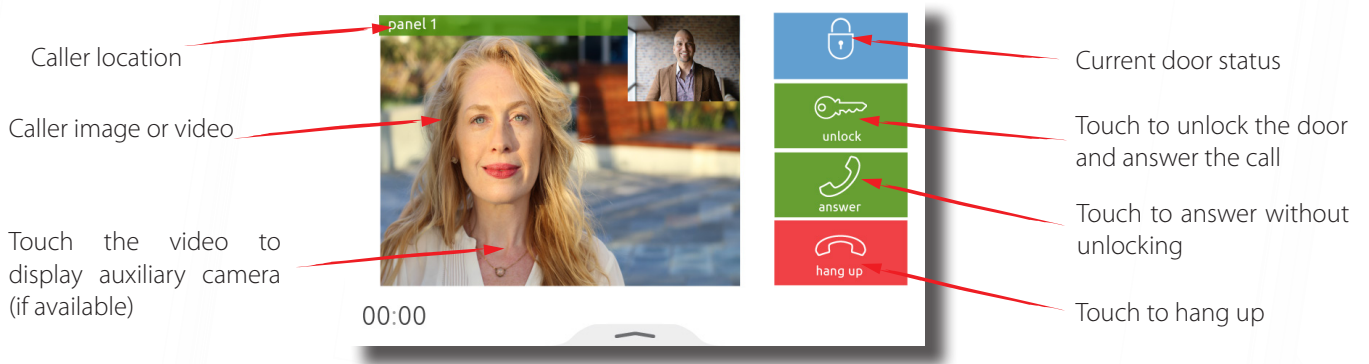


### Operation - Answering a call

When a visitor or concierge calls, the monitor will sound its ringtone and display the incoming call on screen

Notes:

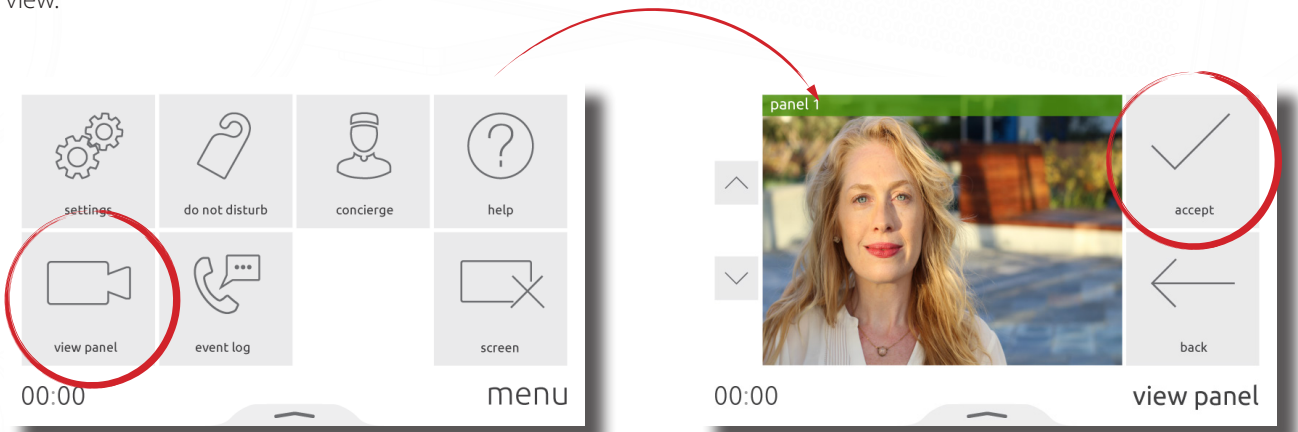
- The unlock button is only available for panels and when enabled in monitor privileges.
- Only Entry Touch panels and Premium monitors will display your image/video

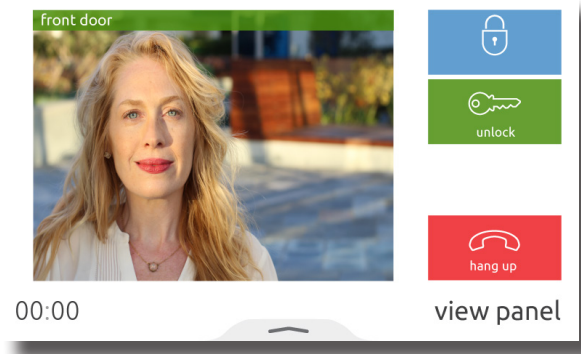


### Operation - Viewing a camera

If enabled in privileges, the monitor can make a call to a panel to view its camera and unlock the door.

To view a panel's camera, from the menu, touch **view panel**. If multiple panels exist, use the up/down arrows to select the panel to view.





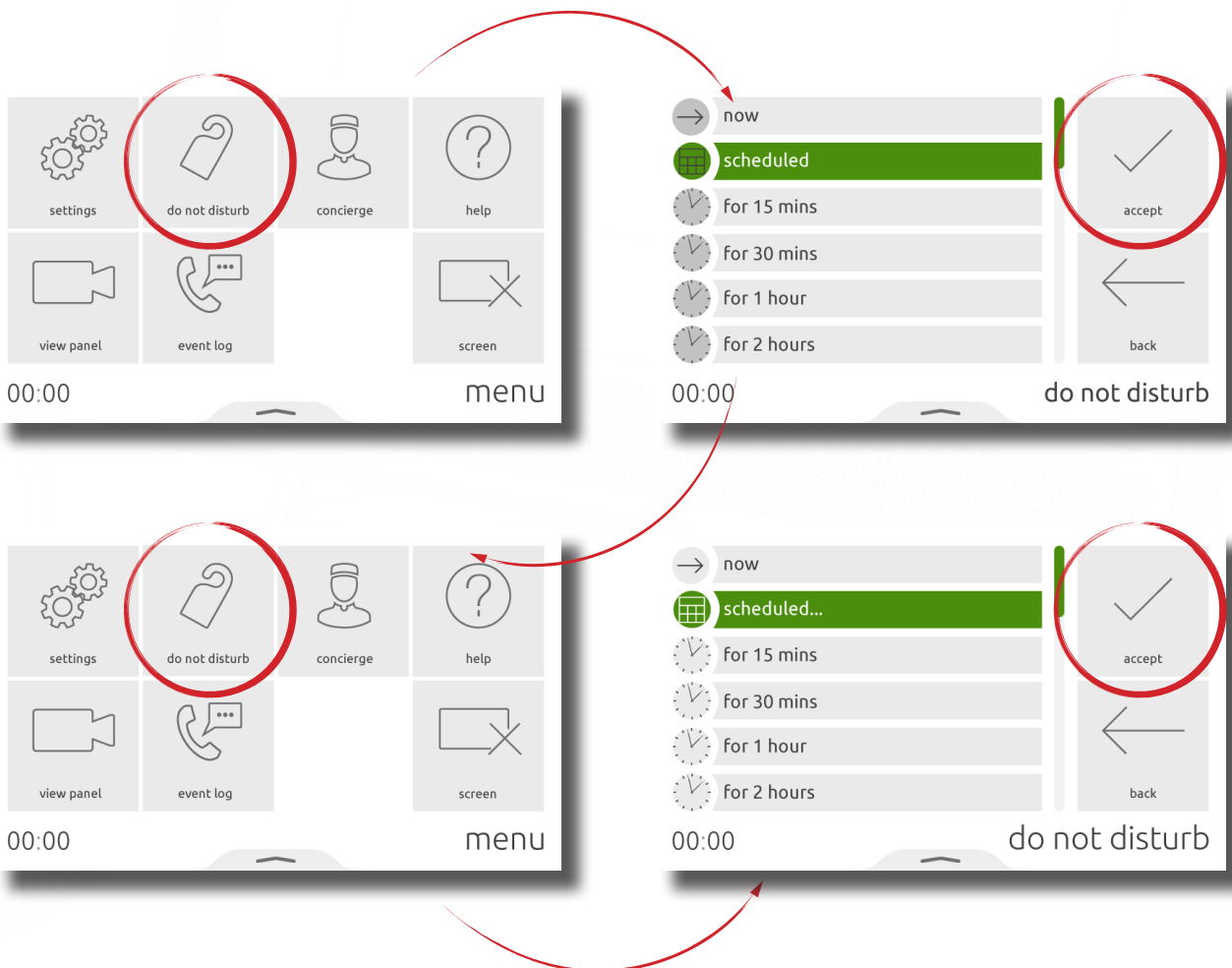
### Operation - Do not disturb mode

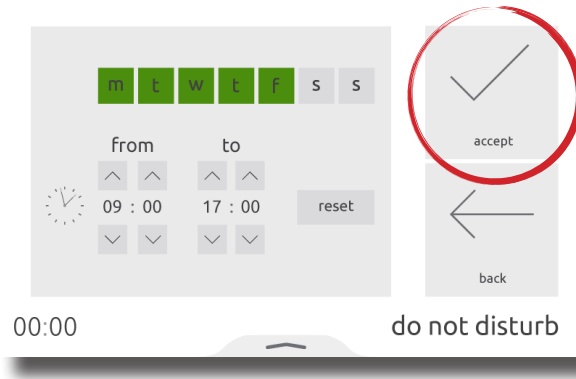
Visitors can be stopped from calling the monitor by putting it into 'Do not disturb' mode. While in this mode, the monitor will not respond to incoming calls or messages.

To enter 'do not disturb' mode, from the menu, touch **do not disturb** > select **now**, or select a timed option to only enter the mode for a limited time > then touch **accept**.

To enter 'do not disturb' mode on a regular occurrence, every night for example to avoid sleep disturbance, from the menu, touch **do not disturb** > select **scheduled** > select the days of the week and the time range that the monitor should be in 'do not disturb' > then touch **accept**. The monitor will automatically enter 'do not disturb' mode during the time interval on the specified days.

To end 'do not disturb' mode, simply touch the screen and select **yes**.





## Operation - Concierge

To set a monitor as concierge, see [AN1165](#).

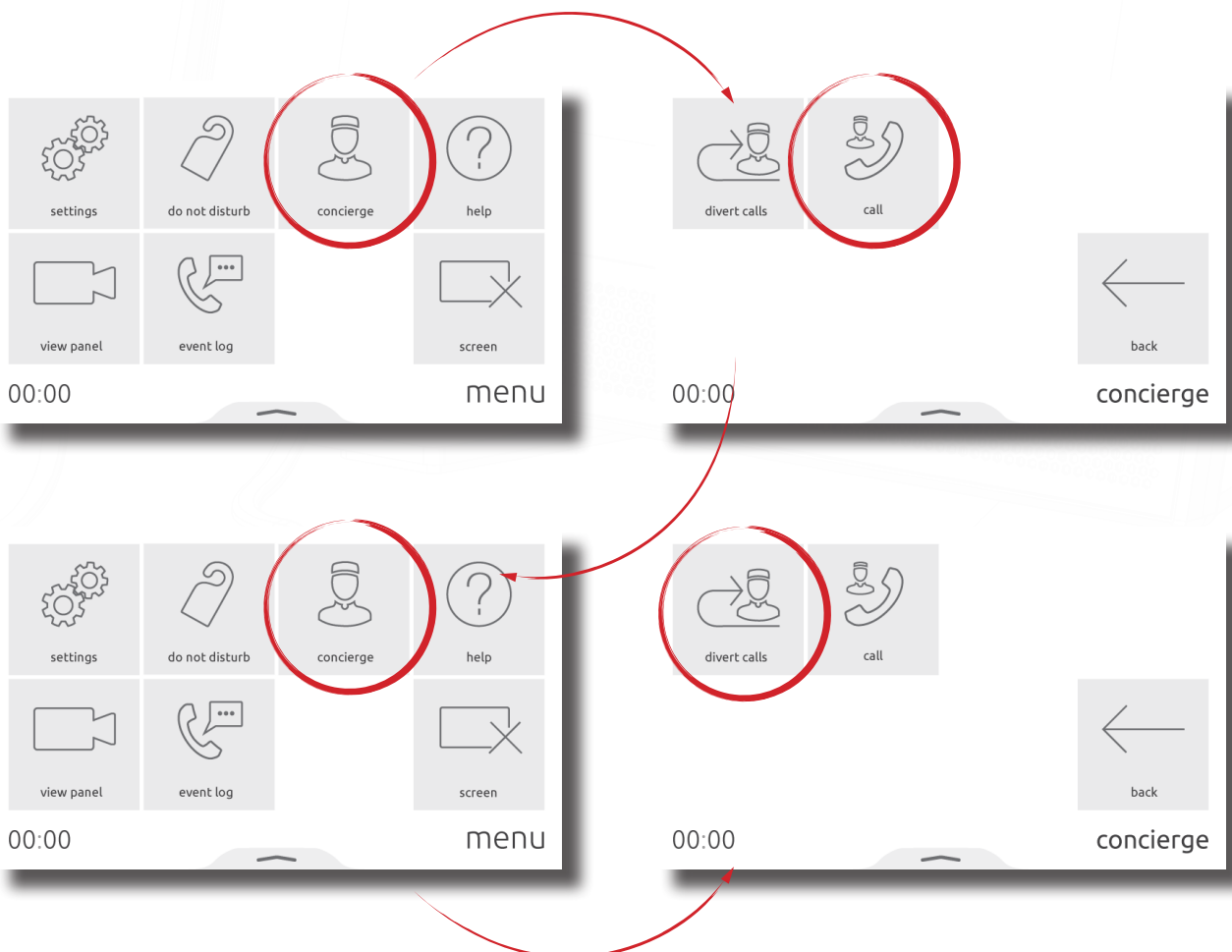
When a concierge exists on the system, the monitor is able to call the concierge, or divert their incoming calls to the concierge.

To call the concierge, from the menu, touch **concierge** > then select **call**.

To divert incoming calls to the concierge, touch **concierge** > **divert calls** > select **now**, or select a timed option to only divert calls for a limited time > then touch **accept**.

To divert calls on a regular occurrence, every weekday while you're at work for example, from the menu, touch **concierge** > **divert** > select **scheduled** > select the days of the week and the time range that the monitor should divert calls during > then touch **accept**. The monitor will automatically divert calls during the time interval on the specified days.

To stop diverting calls, touch **concierge** > **divert calls** > select **none** > then **accept**.

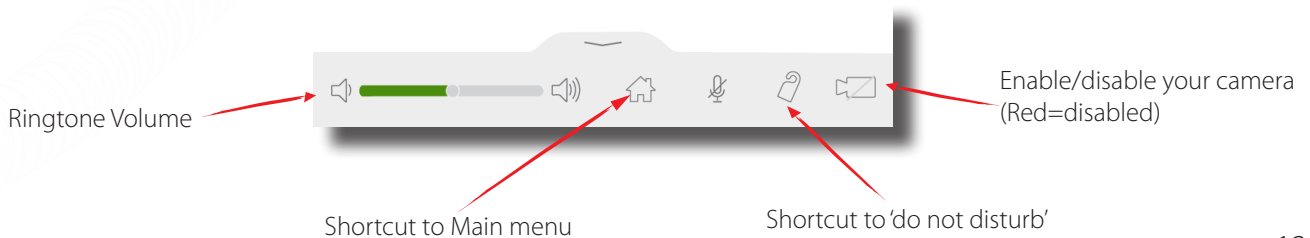




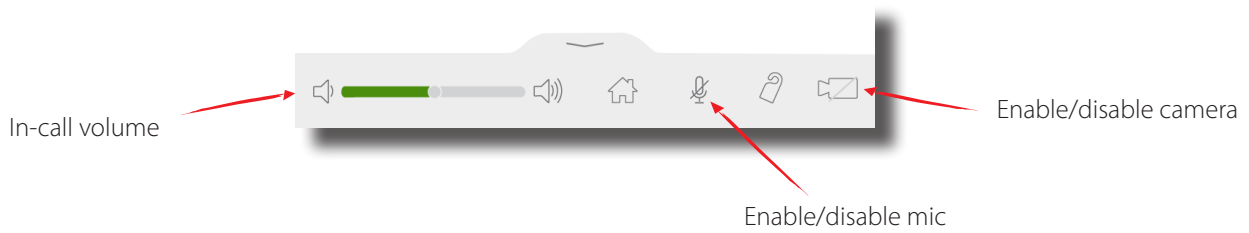
## Pop-up bar

Swipe up from the bottom of the screen to display the pop-up bar, containing useful shortcuts and controls.

When in a menu screen:



When in a call:



## Monitor LED

The LED is used to represent various monitor and door states

- |                       |   |   |
|-----------------------|---|---|
| Red flashing          | - | New message                                   |
| Blue flashing         | - | Door bell                                     |
| White flashing        | - | Incoming call                                 |
| Green                 | - | In call                                       |
| Green flashing        | - | Door unlocked                                 |
| Red                   | - | Monitor in do not disturb or call divert mode |
| Red/Green alternating | - | Door has been forced or left open             |