AIPHONE

QUICK START GUIDE

IX|IXG Series Multi-Tenant Programming

IXG Support Tool version 6.0.0.3



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If this site has an IXGW-TGW gateway, Remote Management on AiphoneCloud allows for simple programming from anywhere. This is an alternative to programming the equipment with IXG Support Tool. See here for more Remote Management instructions: www.aiphone.com/remote-management-qsg.

This abbreviated programming manual is focused on configuring a basic IX|IXG Series system using the IXG Support Tool. A complete set of instructions (IXG Support Tool Setting Manual) can be found at www.aiphone.com/ixg-support-tool-manual.

Overview

Using This Document

This guide shows how to configure a multi-tenant IX|IXG Series system using the IXG Support Tool. If the site does not contain an IXG-DM7-HIDA entrance station, use the Standard Quick Start Guide instead.

It can be found here: www.aiphone.com/IX-IXG-QSG

Best Practices

Downloading Software and Updates

It is recommended to install the latest version of IXG Support Tool and download the newest station firmware updates before going on site.

IXG Support Tool: www.aiphone.com/IXG-SupportTool

Firmware updates: www.aiphone.com/kbtopic/firmware-ix-ixg

Network Settings

IX|IXG Series stations are network devices that will reside on the client's network. The network security guide details which ports and protocols the stations use. This should be submitted to the site's network administrator prior to deployment.

Network Security Guide: www.aiphone.com/ix-ixg-network-security-summary

Each station requires an IP address and subnet mask, and any IXGW-(T)GW gateway adaptors require a default gateway and a DNS server. This can either be assigned statically or by DHCP reservation. Be sure to contact the site's network administrator to receive a list of IP addresses to assign the stations, or an allowed range of addresses.

Configuring Stations Before Deployment

IX|IXG Series stations can be configured before being deployed to the site. It is recommended to connect the stations and programming PC to a single unmanaged PoE switch. The stations will retain their programming for weeks without power, allowing the system to be configured off-site before installation.

Set the IP address of the programming PC to the same range that the stations will use.

Navigation



Update

The **Update** button saves configured settings in IXG Support Tool, but does not upload settings to the stations. This may be labeled **Save** in some versions of IXG Support Tool.



Hand Icon

Look for the Hand Icon to indicate where to click to select or save a setting.

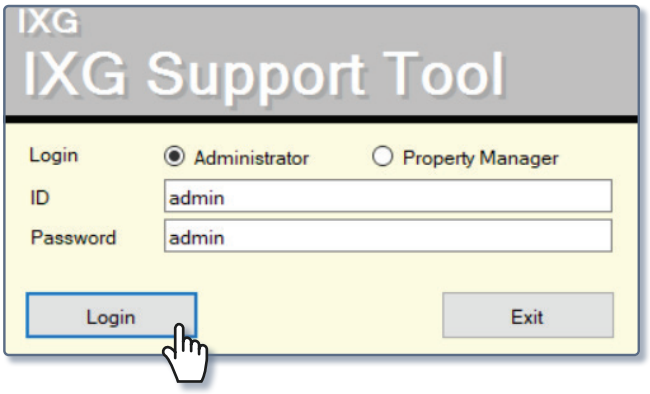
Creating a New System

Getting Started

Open IXG Support Tool. Stay in Administrator view. Enter the credentials; if this is the first time that IXG Support Tool has been launched, enter **admin** as the ID and password. Click **Login**.

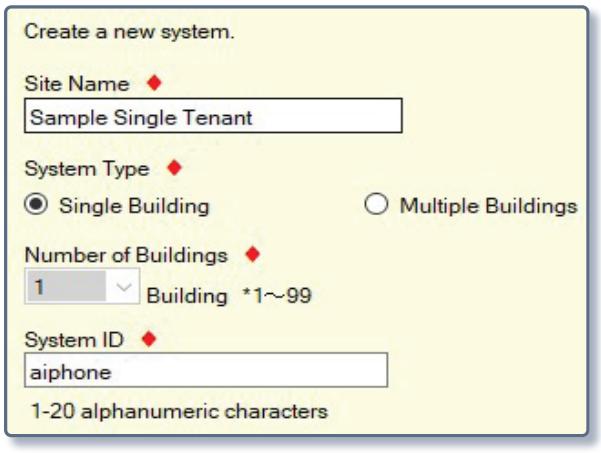
If **admin** was entered, a prompt will appear to change the password. Enter a new password on both lines and click **OK**.

If this is the first time launching Support Tool, the Create a New System screen will automatically appear. Otherwise, navigate to **File(F)**, Create New System on the top menu.

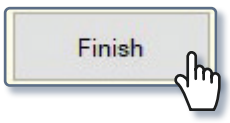


Fill in all information marked with a red diamond. Most of these settings can be changed later under **Site Settings**, Site Information on the side menu, **except** for Country/Region and whether the System Type is single or multi-building. Click **Finish** to continue.

All IDs and passwords should be recorded and saved.



If the wrong country or region is selected, a new configuration file will need to be created and all settings will be lost.



Multi-Building settings are typically recommended for large sites where the stations and units in each building do not need to call one another.

Unit Types

Stations in an IX|IXG Series system are divided into units, which are groups of stations that serve a particular purpose. Examples of units would be an apartment, an office, or a collection of door stations on the exterior of a building. The models and quantities of stations that a unit can house will depend on the type of unit. Up to 9,999 units can be created in a single configuration.

The IXGW-TGW and IXW-MAA are not included in units. They will be added in a later step.

Commercial Unit

Function: Represents an office or business.

- Eight total IX-MV7-*, IX-SOFT, or IX-RS-* answering stations
- One registered VoIP extension or number[1]
- Eight IXG mobile apps
- Two door stations
- One registered phone number[2]



Guard Unit

Function: Represents a security desk or room.

- Eight total IXG-MK or IX-RS-* answering stations
- One registered VoIP extension or number[1]
- Eight IXG mobile apps
- Two door stations
- One registered phone number[2]



Outside Area Unit

Function: Represents a group of door or emergency stations in the same area.

- Ten door stations



Residential Unit

Function: Represents an apartment or other residence.

- Eight total IXG-2C7 or IX-RS-* Answering Stations
- Eight IXG mobile apps
- Two door stations
- One registered phone number[2]



Entrance Station Unit

Function: Represents entrances for a multi-tenant building.

- Ten IXG-DM7-HID(A) entrance stations



Inside Area Unit

Function: Can contain any model of answering station, but no apps.

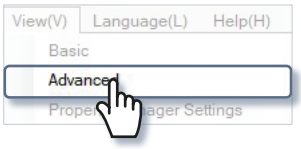
- Eight total IX-MV7-*, IXG-MK, IX-SOFT, or IX-RS-* answering stations
- Two door stations



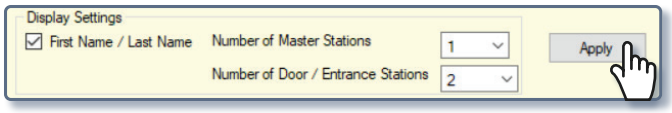
1. Uses one answering station slot. Requires that stations are registered to a compatible SIP based phone system. See the integration page on Aiphone.com for more information on specific SIP providers.
2. Requires an IXGW-TGW mobile app gateway with an active SIM plan.

Advanced View

Select **View(V)**, *Advanced* from the top menu.



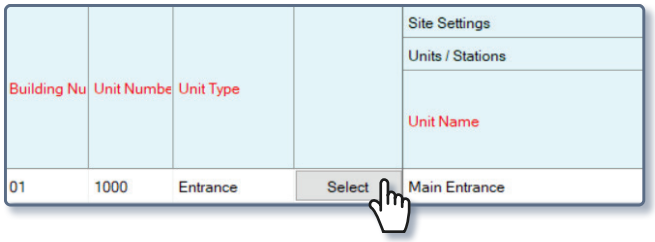
Adding Units



To begin adding units, navigate to **Site Settings**, Units / Stations on the side menu.

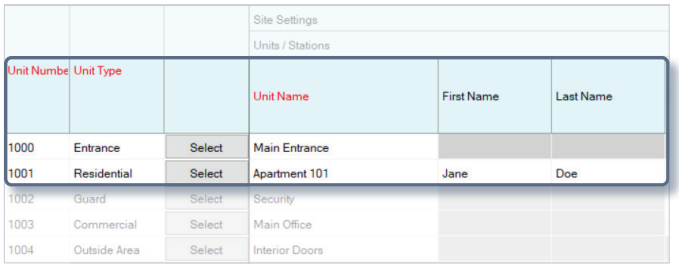
Set the capacity of the units under Display Settings. By default, each unit is set to have one Master/Tenant Station and one Entrance/Door Station. Use the drop-down menus to select the number of stations and click **Apply**.

The Display Settings are applied to all units. Select quantities that reflect the largest unit.

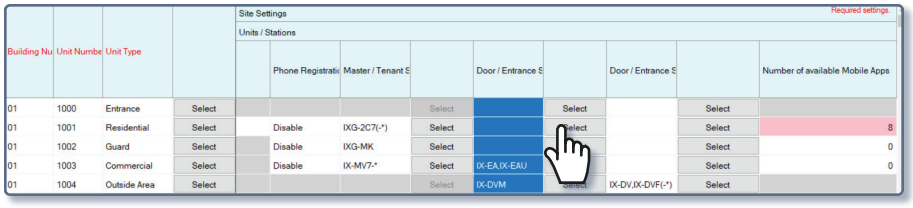


Select the Building Number the unit will belong to, set a Unit Number, and click **Select** to choose a Unit Type.

When adding multiple of the same Unit Type, select a completed Unit Number field and press the Enter key twice. This will auto-populate the next field. Continue pressing enter to add more units.



Once all units have been added, enter a Unit Name for each. A First Name and Last Name can be optionally added to Residential units.



Click **Select** to set the stations for each unit, including the maximum number of mobile apps each unit will require.

It is best practice to place door stations in an Outside Area unit instead of the same unit as answering stations.



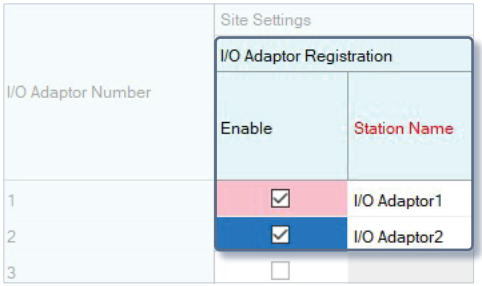
Click **Update** at any time to save the current settings.

Adding an IXW-MAA

If the site will include an IXW-MAA IP relay adaptor, navigate to **Site Settings**, I/O Adaptor Registration on the side menu.

Check the box under Enable for each IXW-MAA to be added. A station name can optionally be set under Station Name.

Click **Update** to save settings.

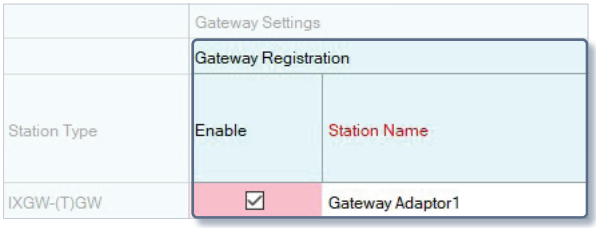


Adding an IXGW-TGW

If the site will include an IXGW-TGW gateway adaptor, navigate to **Gateway Settings**, Gateway Registration on the side menu.

Check the box under Enable for each gateway to be added. A station name can optionally be set under Station Name.

Click **Update** to save settings.

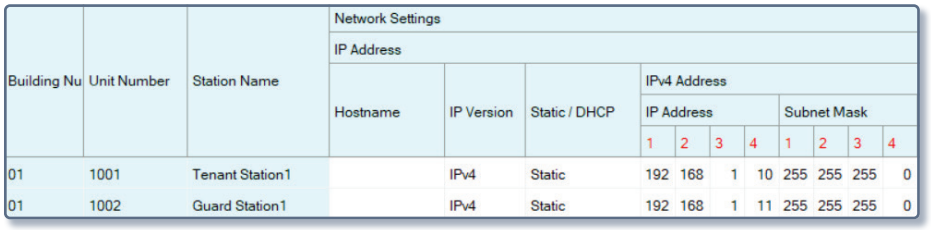


*If Remote Management will be used to configure and manage this site, **stop immediately and follow these instructions instead**: www.aiphone.com/remote-management-qsg.*

Network Settings

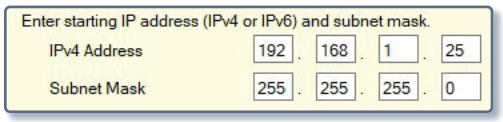
IP Address

Navigate to **Network Settings**, IP Address on the side menu.

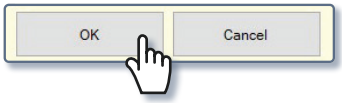


IP addresses can be added in two ways. Each station can have its IP address set individually in the fields below. Also set a subnet mask. Use the tab, enter, or arrow keys to navigate between the cells.

Alternatively, to set all stations at once, click **Batch IP Address Configuration** near the top of the screen. Set a starting IP address and subnet mask, and select all stations to be configured. Click **OK**.

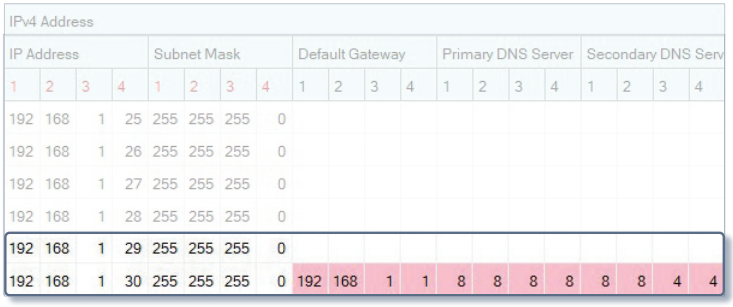






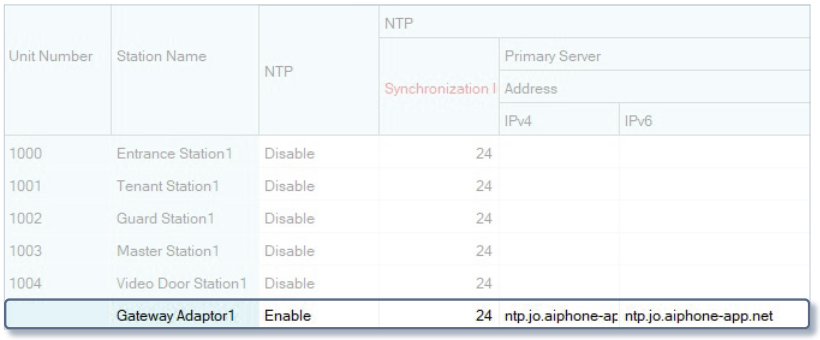
If the site has an IXGW-TGW, fill in the default gateway IP address under Default Gateway, a Primary DNS Server, and, optionally, a Secondary DNS Server. These can also be added for other types stations, if required.

Once everything is configured, click **Update**.



NTP

Navigate to **Network Settings**, NTP on the side menu. It is recommended to Enable and configure NTP settings for each station when possible. For systems with the IXGW-(T)GW Gateway Adaptor, it will have NTP enabled and an Aiphone NTP server address set by default. It is recommended to change this. Click **Update**.



Custom Station Numbers & Names

To assign names to individual stations and apps, navigate to **Station Information**, Identification on the side menu.

Enter the desired station number and names for the stations. Click **Update**.

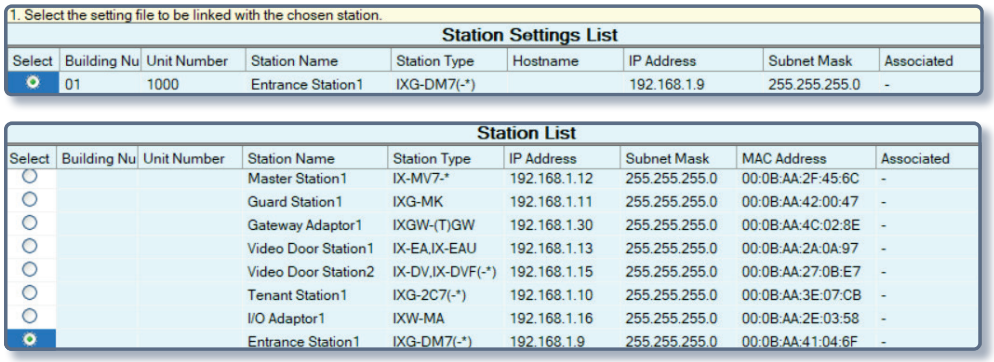


Association Settings

Station Settings List and Station List

To assign network settings to the stations, navigate to **Connection(S)**, Association Settings on the top menu. A station search will begin immediately; click **Cancel** after a few seconds to end it.

The Station Settings List represents the settings configured in IXG Support Tool, while the Station List shows the result of the station search. Select a station from the Station Settings List and a matching station from the Station List. Click **Apply**.



This will assign the Station Name and IP Address to the station and cause it to reboot. This process usually takes several minutes.



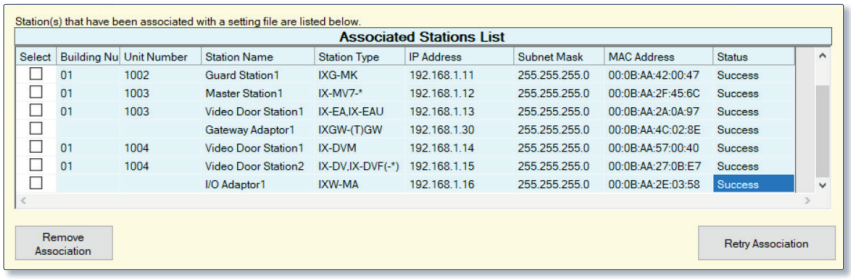
If the Station Search fails to find any stations, go to **File**, IXG Support Tool Settings on the top menu. Find the Select NIC drop-down and choose the correct network connection, then click **OK**. Return to Association Settings and click **Station Search** to try again.



Associated Station List

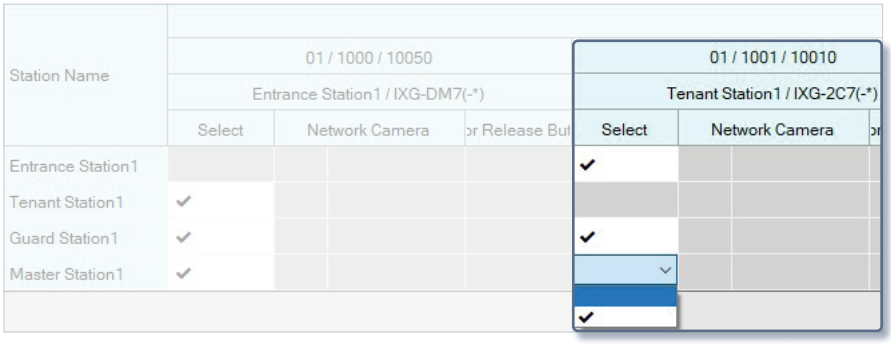
Scroll down to confirm the stations were successfully associated. The IP and MAC addresses of the stations will be listed.

If the wrong station information was associated to a station, select that station on this list and click **Remove Association**. Once removed, scroll up and associate the correct station.



Station Address Books

To set which stations can interact and communicate with each other, navigate to **System Information**, Station List on the side menu. This will display a table where answering stations and mobile apps are listed on the left in rows, and all stations are listed in columns. Scroll right to view more stations.



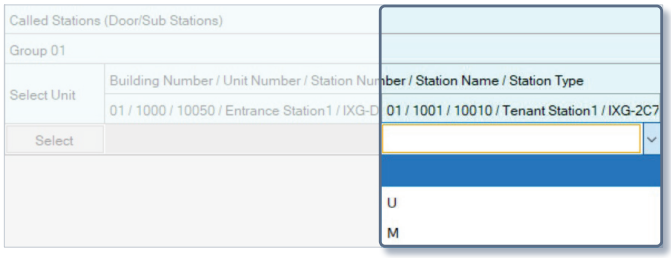
If there is a check mark where a station or a mobile app intersects with another in the table, that station is included in the answering station's address book. Click the cell and use the drop-down menu to add or remove the check mark.

Click **Update** to save settings.

Call Settings

To configure which stations a door station calls, navigate to **Call Settings**, Called Stations (Door / Sub Stations) on the side menu. The door stations will be displayed to the left, and stations they are able to call will be displayed as columns.

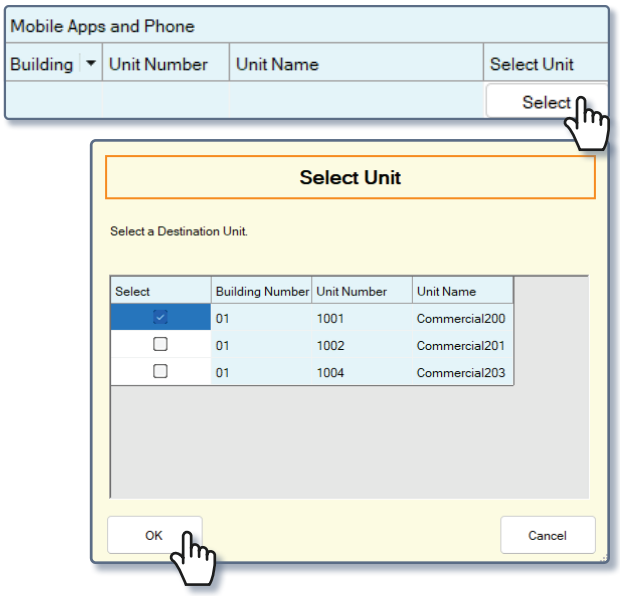
If the cell is empty where two stations intersect, the door station will not call the other station. Click the cell and use the drop-down menu to set the cell to **U**.



To set the door station to call a unit's mobile apps, scroll to the right and click **Select**. Choose a unit's apps from the list and click **OK**.

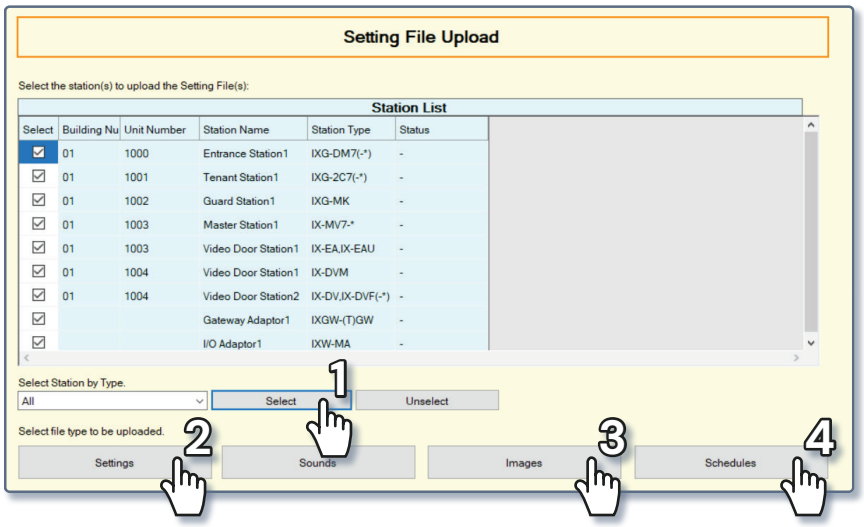
Do this for each door station and click **Update** to save settings.

A door or entrance station station can only call apps from one unit.



Upload Settings

To upload settings to the stations, navigate to **Connection(S)**, Upload Settings on the top menu.



If the station upload failed, make sure that the programming PC is in the same IP range as the stations were set to on pages 6-7.

If problems persist, see the instructions on page 10 to update the stations' firmware.

If Remote Management will be used to configure and manage this site, stop and do not complete this upload. ***Uploading settings through IXG Support Tool will conflict with Remote Management programming.*** *Stop immediately and follow these instructions instead: www.aiphone.com/remote-management-qsg.*

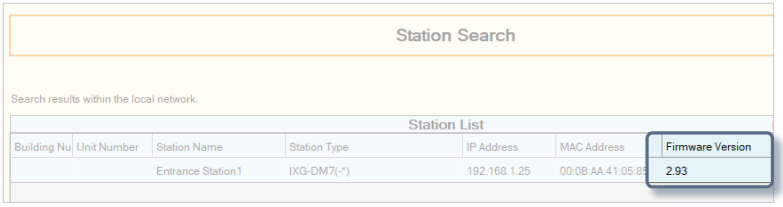
Select each station by placing a check mark next to it, or click **Select** to select all stations at once. Click **Settings** to upload station settings. If custom images were added to an IXG-DM7-HIDA in later steps, also click **Images**. If a schedule transfer was set, click **Schedules**. After the upload, the stations will be operational.

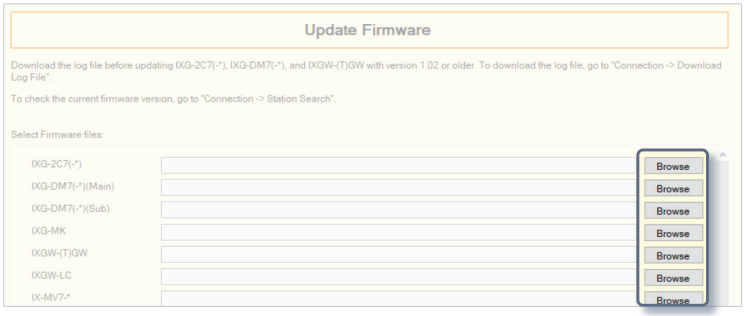
Exporting System Configuration

Once the Upload is complete, select **File(F)**, Export System Configuration from the top menu. Click **Export** to save as a backup. This will create a folder with the name of the configuration. **This entire folder is necessary to import the site information into IXG Support Tool.** If the configuration needs to be emailed, compress it first.

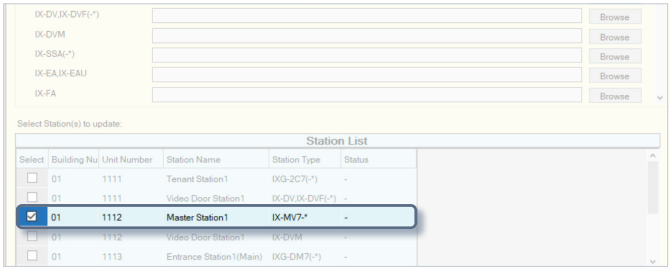
Firmware Updates

All stations should have their firmware kept up to date. To check the current firmware version of the stations, select **Connection(S)**, Station Search on the top menu. A station search will begin automatically. Click **Cancel** after 5 seconds. The current firmware version will be displayed to the right.



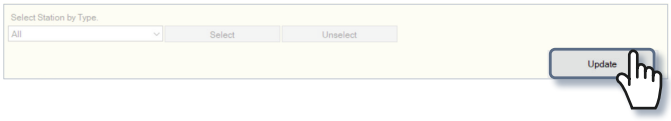


Check the latest firmware versions at www.aiphone.com/kbtopic/firmware-ix-ixg. If a station's firmware is out of date, download and extract the compressed file for that station.



Navigate to **Maintenance**, Firmware Update on the side menu. For each type of station to be updated, click **Browse** to locate the firmware package on the PC.

Select all stations that will have their firmware updated and click **Update**. This process will take several minutes, and the stations will reboot.



Do not interrupt a firmware update once it has begun, including unplugging the station. Doing so can damage the station. A notification window will appear when all firmware updates are complete.

In order to update an IXG-DM7-HIDA's sub-firmware, the built-in card reader's Wiegand connection must be connected to an access control panel.

IXG-DM7-HIDA Settings

With the settings configured up to this point, visitors can manually enter unit numbers on an IXG-DM7-HIDA to place a call. The settings shown here are the most commonly used options for entrance station programming. Refer to the full Entrance Station Setting Guide for more options.

View the guide here: www.aiphone.com/IXG-Entrance-Station-Setting-Guide

Display

To control which settings are available to visitors, navigate to **Entrance Station Settings**, Display on the side menu. Not all settings are listed; see the full guide linked above for more details, or select a setting and press **F1** on the keyboard to view a description. Once settings have been changed, click **Update**. Follow the instructions on page 9 to upload the settings to the stations.

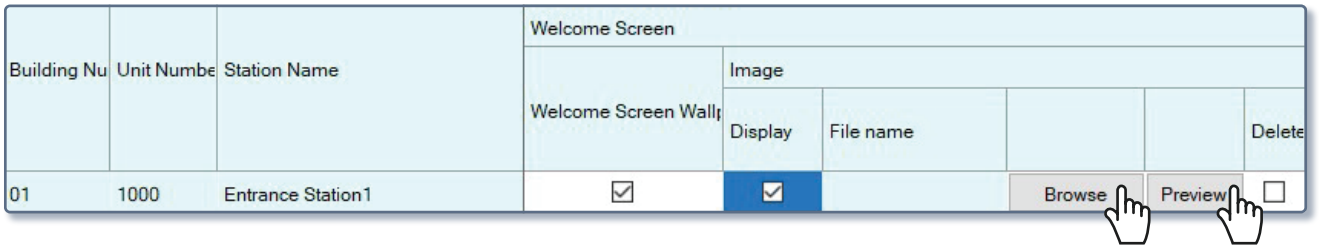
Setting	Description	Options	Default
Door Release Keypad	Show or hide the keypad for door release. Can also enable Scramble Pad, which changes the order of numbers on the keypad after each use.	Enable/Disable/ Scramble Pad	Enable
Door Release QR Code	Show or hide the button to scan door release QR codes from a phone or other device.	Enable/Disable	Disable
Call by Unit Number	Show or hide the option to call units by entering a unit number.	Enable/Disable	Enable
Call by List	Show or hide a list of call buttons, which are configured under **Entrance Station Settings**, Direct Call List on the side menu. Cannot be used along with Call By Directory.	Enable/Disable	Disable
Search by Name	Show or hide the option to call units by searching for tenant or unit names.	Enable/Disable	Disable
Default Display Screen	Selects one of the enabled screens as the default view.	A list of available screens	Call by Unit Number Screen
Display Video	Display or hide video from the other station in a call with the IXG-DM7-HIDA. Only applies when the other station has a camera.	Enable/Disable	Disable
Language Icon	Show or hide the option to switch the display's language.	Enable/Disable	Disable
Available Languages	Enable or Disable the languages available for panel navigation.	Checkbox for each language	All checked

Welcome Screen

This setting replaces the default wallpaper on the entrance station with a custom picture. Wallpapers must be 480 x 800 pixel .png images.

The welcome text on the default wallpaper is part of the image. Any desired text must be added to the wallpaper.

Navigate to **Entrance Station Settings,** Welcome Screen on the side menu. Click **Browse** to locate the image on the programming PC. Click **Preview** to view the uploaded image. Check the boxes under both Welcome Screen Wallpaper and Display to show the image. Repeat these settings and click **Update** .

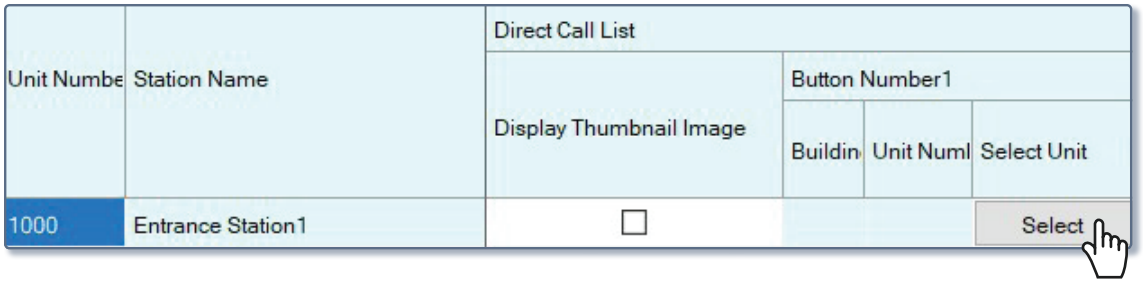


When following the instructions on page 9, click **Images** to apply the image.

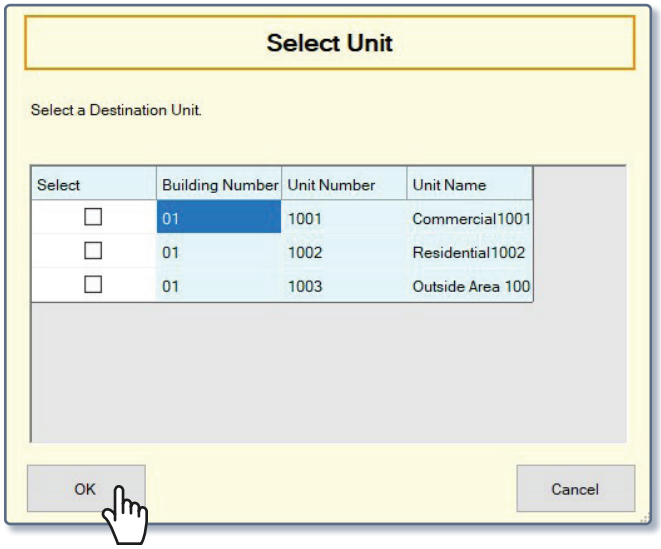
To remove an image, check the box under Delete and click **Update** .

Direct Call List

This setting creates a list of direct call buttons, with each button calling a single unit.
Navigate to **Entrance Station Settings**, Direct Call List on the side menu.



The buttons are displayed left to right. To configure a button, click **Select** under Select Unit.

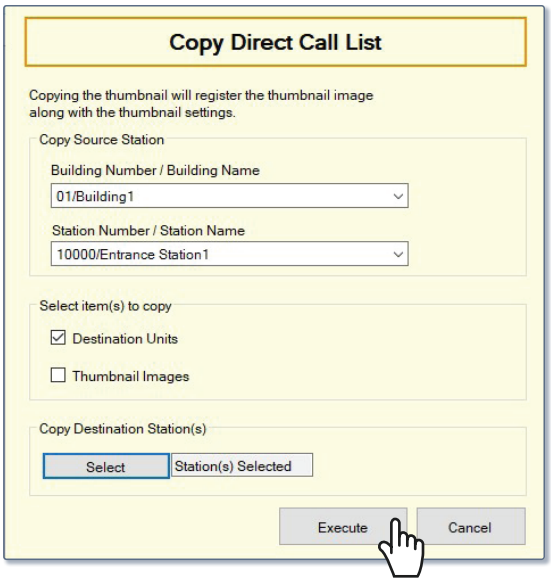


Check off a unit and click **OK** . Repeat this for each button to be enabled on the entrance panel.

Each button in the direct call list can only call a single unit.

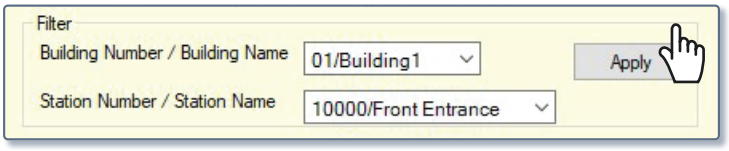
If multiple entrance panels will call the same stations, a direct call list can be copied. Click **Copy Direct Call List** at the top of the page. Set which a building and the station whose settings will be copied using the drop-down menus under Copy Source Station. Check Destination Units under Select item(s) to copy, and click **Select** to choose which entrance stations will receive the copy. Click **Execute**.

Repeat these settings for each entrance station and click **Update**. Follow the steps on page 9 to upload the settings to the stations.



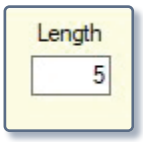
Access Code

Entrance stations can be unlocked by access codes. To set them, navigate to **Entrance Station Settings**, Access Code.



At the top of the page, select the building and entrance station using the drop-down menus under Filter, then click **Apply**.

By default, access codes are four digits long. To adjust the length, find the Length box at the top of the page and enter a number between 1-20.



If the Length is changed after codes are set, the old codes will have to be deleted or changed before moving on.

Each unit can have one code assigned to it. Enter the code under the Access Code column. Repeat this for each entrance station and unit and click **Update**. Follow the steps on page 9 to upload the settings to the stations.

Unit Name	Access Code	Access Code with Touch Panel	
		Relay Output 1	Relay Output 2
Commercial1001	23456	A23456	

IXGW-LC Programming

If the site will include an IXGW-LC lift control adaptor, follow the full instructions at this link: www.aiphone.com/ixgw-lc-instructions

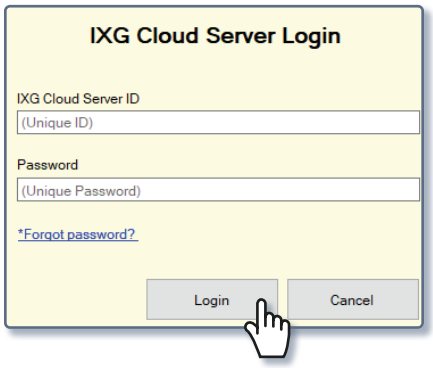
Mobile App Integration

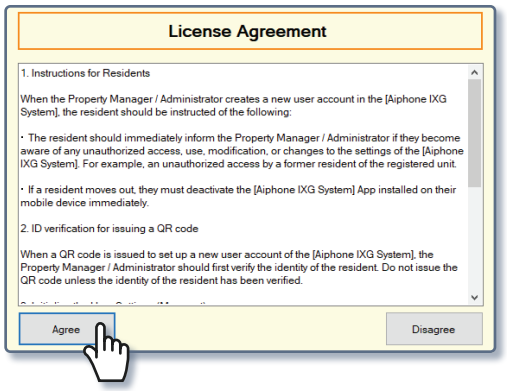
If not already done, follow the steps on page 6 to add an IXGW-(T)GW mobile app gateway to the system. To register IXG Mobile apps to the system, there must first be an IXG cloud server administrative account. If there is an existing account that will be used to manage this site, enter it in **App Integration**, Upload Settings to IXG Cloud Server on the top menu and move on to the **Assigning the Gateway to Units** step.

Create a New Administrator Account

Select **App Integration(C)** from the top menu and click Create a New Administrator ID. Enter an ID, Password, and Email Address. Click **Create** to continue.

A verification code will be sent to the registered email. Once the code has arrived, navigate to **App Integration(C)**, Activate on the top menu. Enter the Administrator ID and Verification Code. Click **Activate**. The newly created account can be managed at https://portal.ixg.aiphone-app.net/.





*If Remote Management will be used to configure and manage this site, **stop immediately and follow these instructions instead:** www.aiphone.com/remote-management-qsg.*

Assigning the Gateway to Units

Navigate to **Gateway Settings**, Gateway Selection on the side menu. For each unit that will have mobile apps registered, use the drop-down menu under Gateway Number to select the desired gateway. Most sites will only have a primary gateway, but a secondary gateway can be assigned using the same steps. Click **Update** to save settings.

Unit Name	Gateway Selection		
	Primary		Secondary
	Gateway Number	Station Name	Gateway Number
Outside Area 100			
Commercial200	1	Gateway Adaptor	

Uploading Settings to IXG Cloud Server

Navigate to **App Integration**, Upload Settings to IXG Cloud Server on the top menu. Log in with the IXG cloud server account, select the country that the site is registered to, and agree to the licensing agreement.

Export App Registration QR Code

Each mobile device will be registered to a single unit. Navigate to **App Integration(C)**, Export QR Code for App Registration on the top menu. Place a check mark next to the desired units and click **Export QR Code for App Registration**. This will create a separate PDF with a set of QR codes for each unit. Each code can be used once; after that, it is disabled.

Downloading the IXG Mobile App

The IXG Mobile app is available for Apple iOS® and Android® devices with Google Play™. It is free to download from the device's respective app store.

Apple App Store™	Google Play™ Store
www.aiphone.com/ixg-mobile-ios	www.aiphone.com/ixg-mobile-android

Once installed, there will be a prompt to accept a licensing agreement. The phone's camera will then open to scan an activation QR code. Follow the prompts from there.

Syncing the IXGW-(T)GW with the IXG Cloud Server

Once the upload to the cloud server is complete, the status LED on the IXGW-(T)GW will blink orange. It will change to a solid green once it has synced with the IXG cloud server. Registered apps will be functional at this point.

Configuring Door Stations to Call Mobile Apps

If this is not already done, see the call setting steps on pages 8-9 to configure door stations to call a unit's apps. Once finished, upload the settings to all stations following the steps on page 9.

Property Manager Accounts

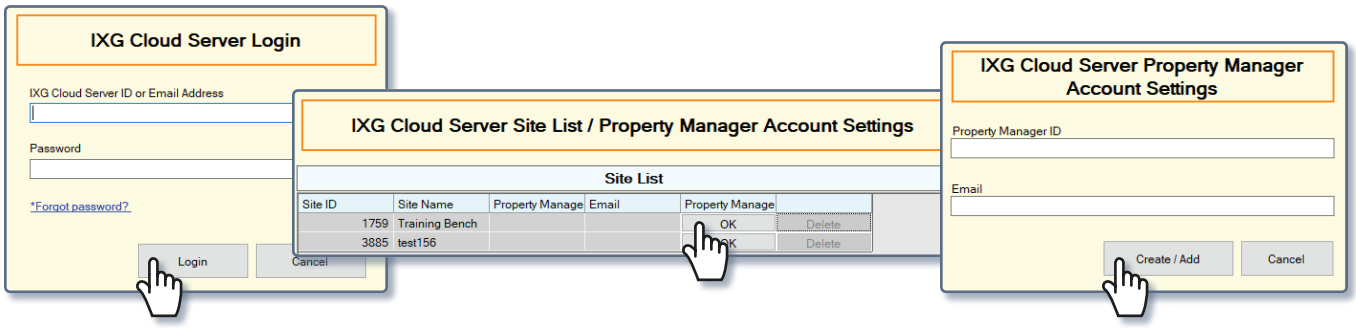
Property manager accounts allow users limited access to IXG Support Tool. These users are able to perform basic functions like moving tenants in and out and enrolling new IXG Mobile app users, but are prevented from adjusting network and other critical settings.

Creating a Property Manager Account

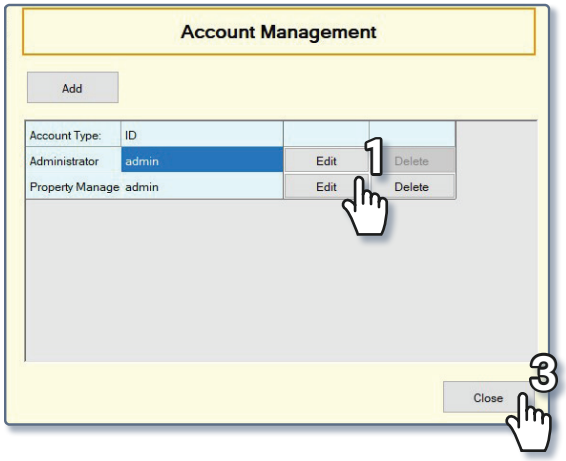
Navigate to **App Integration(C)**, Site List/Property Manager Account Settings on the top menu. A prompt will appear to log into the site's IXG Cloud Server account; do so. If an account does not exist, one will need to be created. See page 14 under the Mobile App Integration section for more instructions.

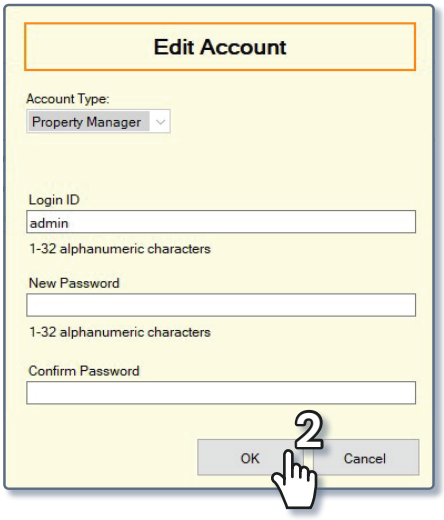
The next screen will display all sites linked to the IXG Cloud Server account. Click **OK** on the desired site.

On the next page, create a new Property Manager ID and enter an email address to assign to the account. **This must be a different email than the IXG Cloud Server account**. Click **Create/Add** . A temporary password will be sent to the email.



The property manager will also need a local account. Navigate to **File(F)**, Account Management on the top menu. Click **Edit** next to Property Manager to assign the account the desired ID and password. These credentials are separate from those created in the previous step. Click **OK**, then **Close**.





Accessing Property Manager Settings

Navigate to **View(V)**, Property Manager Account Settings on the top menu. Select Property Manager Settings from the list, then enter the IXG Support Tool credentials. Once logged in, navigate to **App Integration(C)**, Property Manager Account Settings on the top menu. Enter the property manager email and temporary password, then follow the prompts to create a final password. From there, the user will have access to the property manager view.

Follow this link for dedicated property manager instructions:

www.aiphone.com/IXG-Series-Property-Manager-Guide-app-note

IXW-MAA Programming

IX|IXG Series door stations have built in door release relays. When these trigger, they can send SIF signals to the IXW-MAA multi-purpose adaptor, allowing the relays on the adaptor to be used for door release instead. If not already done, follow the steps on page 6 to add the IXW-MAA to the system.

	SIF Functionalit	SIP URI Format	SIF Settings	
			Program Type	IPv4
Video Door Station1	Enable	Disable	0100	192.168.1.31

Destination Port	SSL	Connection
65014	Enable	Socket

Transmission Trigger				
Begin Out	Begin Cor	Door Rele	End Comr	Change contact
☐	☐	☐	☐	☑

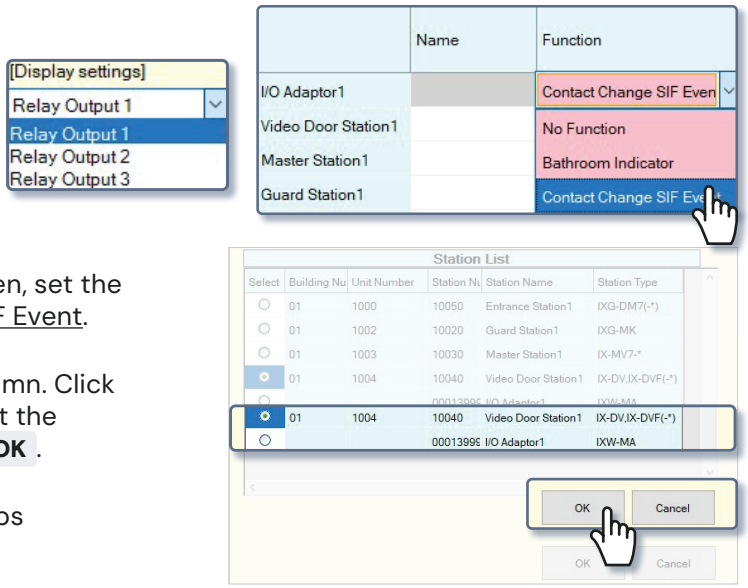
SIF Settings

Navigate to **Function Settings**, SIF on the side menu. For each door or entrance station that will signal the IXW-MAA, set SIF Functionality to Enable. Under the SIF Settings column, set the Program Type to 0100, enter the IP address of the IXW-MAA under IPV4, set the Destination Port to 65014, SSL to Enable, and Connection to Socket.

Scroll right to the Transmission Trigger section. For each door station signaling the IXW-MAA, check off Change Contact. Click **Update**.

Relay Settings

Navigate to **Option Input / Relay Output Settings**, Relay Output on the side menu. Door stations can be assigned to all ten outputs on the IXW-MAA. Relay Output 1 will be displayed by default. The **Display settings** menu at the top of the page can be used to switch to other relay outputs. Once a relay output is chosen, set the Function on the IXW-MAA to Contact Change SIF Event.



Scroll right to the Contact Change SIF Event column. Click **Select Station** to display a list of stations. Select the door station that will trigger the relay and click **OK**.

Click **Update** to save settings. Repeat these steps for each IXW-MAA output to be programmed.

Upload Settings to Stations

Upload settings to all stations, following the steps on page 9.

Call Transfer Settings

Call transfers allow answering stations to transfer and retransfer calls to other stations, units, or groups of apps. The three types of transfers covered are Delay Transfers, Absent Transfers, and Schedule Transfers.

Terminology and Rules

A **Transfer** occurs when an answering station receives a direct call and hands it off to another group of stations. A **Retransfer** occurs when a station receives a transferred call and hands it off to another station. A station receiving a retransfer can retransfer the call to another station, and so on until the call times out.

Stations can transfer and retransfer to any answering station or group of apps in their address book. See page 8 for instructions on adding stations to address books.

Transfers from IX-MV7-* and IX-SOFT answering stations will be sent to individual stations.

Transfers from IXG-MK answering stations will go to all stations in selected unit.

Other answering stations and apps are not able to make a transfer. Any answering station can receive a transfer or retransfer.

Once a call is transferred to a unit's IXG Mobile apps, it cannot be transferred or retransferred to another group of apps.

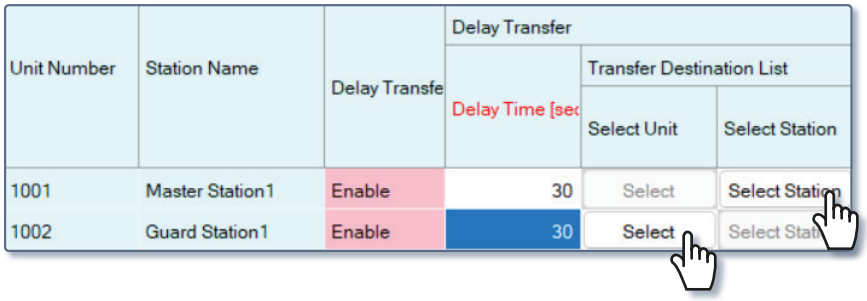
Call Settings

For all transfer types, the door stations need to not call the transfer destination. Use the call setting steps on pages 8 and 9 to remove the **U** from the cells where the calling and transfer destinations intersect.

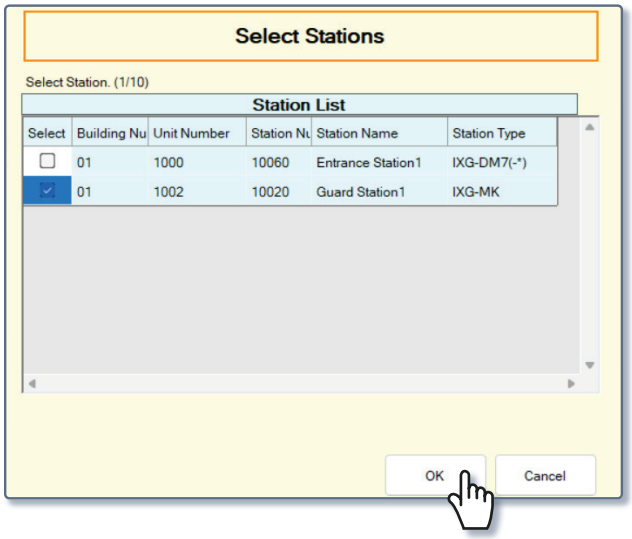
Delay Transfers

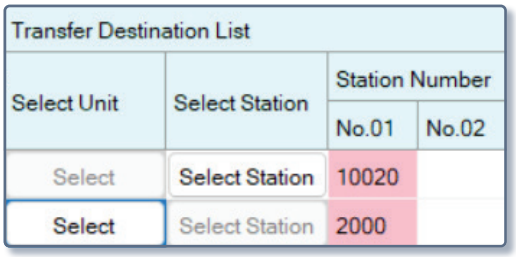
Delay Transfers are always active. When a call is received, it will be handed off to transfer and retransfer destinations after a set period of time.

Navigate to **Transfer Settings**, Delay Transfer on the side menu. On the station receiving the call, set Delay Transfer to Enable. Adjust the delay under Delay Time, which is how long the call will dwell during a transfer or retransfer before being handed off. Click **Select Station** or **Select** depending on the type of answering station.

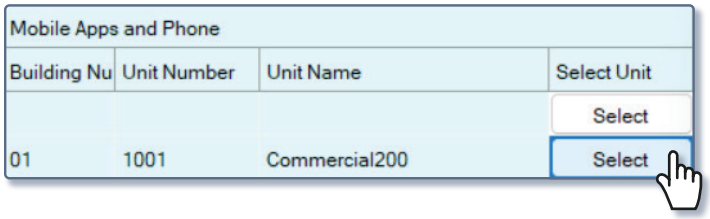


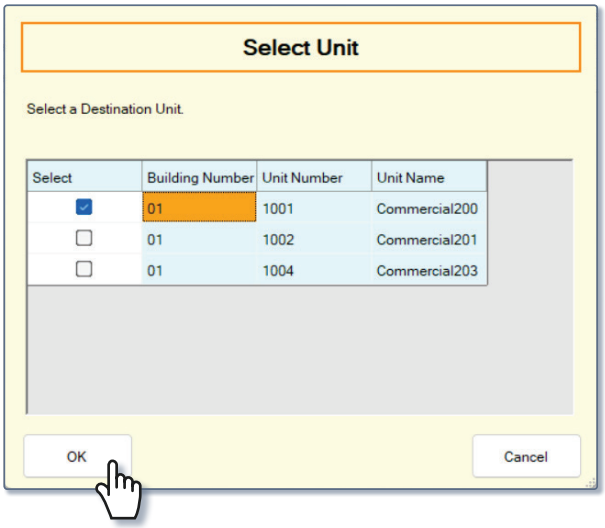
Select the transfer destination and click **OK**. The unit or stations selected will be listed to the right.



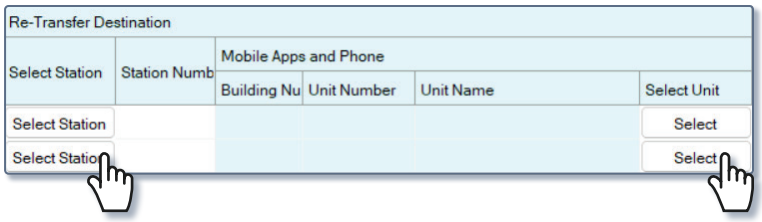


Scroll right and click **Select** to choose a unit's apps to be included in the transfer. Click **OK**.





To configure a retransfer, scroll right. On the answering station that has received a transfer, select an answering station or a unit's mobile apps using the same procedure.



Repeat these steps for each transfer and retransfer to be configured. Click **Update** to save settings. Upload settings to stations using the steps on page 9.

Absent Transfers

Absent Transfers are toggled on and off, allowing a user to route calls to another answering station when they are not available. To configure an absent transfer, navigate to **Transfer Settings**, Absent Transfer on the side menu.



These are configured in the same way as delay transfers. The only exceptions are that a delay time is not needed, since absent transfers are instantaneous when active.

> *Absent transfer is enabled every time settings are uploaded to the station. Disable it by pressing the button after each upload.*

Absent transfers are enabled or disabled by pressing **Transfer** on the answering station's home screen.

Schedule Transfers

Schedule Transfers are active during particular times. If a schedule transfer is active, calls to the answering station will be immediately transferred or retransferred. To create a Schedule Transfer, navigate to **Transfer Settings**, Schedule Transfer on the side menu.

Schedule transfers are configured in the same way as delay transfers, except for the need to set schedules.

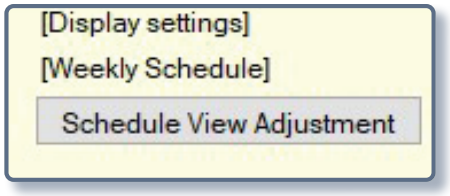
Schedules can either be set as a recurring weekly schedule, or on a particular date in the future. Each station can have a combination of 12 daily or weekly schedules active on any given day.

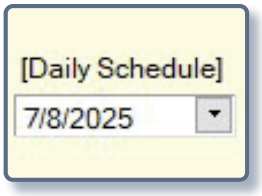
Station Name	Weekly Schedule (Sun) 01			
	Start Time		End Time	
	Hour	Minute	Hour	Minute
Guard Station1	09	00	18	00
Master Station1				

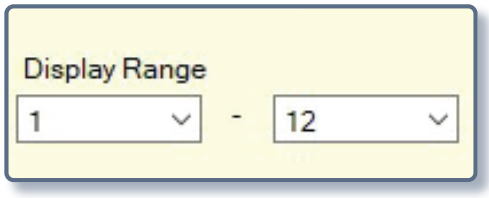
Schedules are entered in 24-hour time. Click the cells beneath the desired schedule to set a Start Time and End Time. For example, a schedule that runs from 9 AM to 6 PM would be entered with a start time of 9:00 and an end time of 18:00.

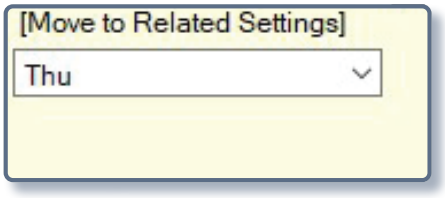
If a schedule transfer starts on one day and ends after midnight on the next, set the start time later in the day and the end time earlier on the same day. For example, to have a schedule that runs from 10:00 PM to to 7 AM, set the start time as 22:00 and the end time as 07:00.

Scroll left to right to view different schedules. Use the **Display Settings** menu at the top of the page to adjust which days are displayed by clicking to **Schedule View Adjustment**, select a schedule for a future date under Daily Schedule, skip to a particular day of the week using the drop-down menu under Move to Related Settings, or adjust which weekly schedules are displayed under Display Range.









Additional Resources

After finishing this quick start guide, the equipment will now be configured for the most common features. For additional information, including guides, application notes, product information, and videos, visit the links below.

IX|IXG Product Page

www.aiphone.com/products/ix-ixg-series/

Technical Knowledge Base

www.aiphone.com/kbtopic/ixg-series

Aiphone YouTube Channel

www.youtube.com/Aiphonecorp/videos