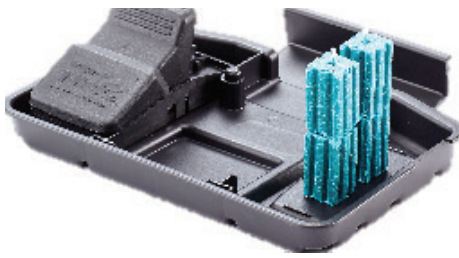


IQ PRODUCTS TRAINING MANUAL



Inside Cover
TBD (graphics)

TABLE OF CONTENTS



EXPRESS IQ



TRAPPER 24/7 IQ

COMING SOON



TRAPPER
T-Rex IQ



Protects
EVO **AMBUSH** IQ

PORTAL

GETTING STARTED WITH IQ

Once you have purchased your IQ products through your local distributor you will need to set up your online portal.

Contact Bell Sensing Technologies for your unique "Access Code".

Bell Sensing Technologies personnel will send you the website link along with your unique "Access Code".

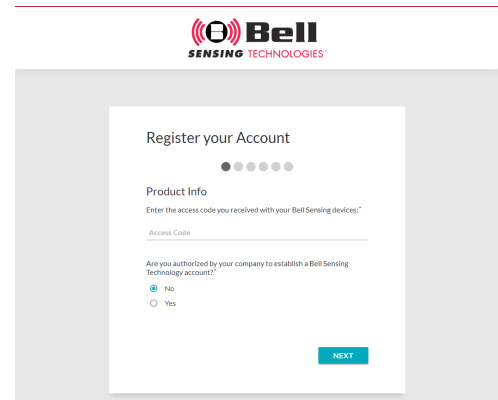
<https://smartwave-smart-trap-portal-dev.azurewebsites.net/Account/Register>

Input your "Access Code" and choose yes to "Are you authorized by your company to establish a Bell Sensing Technology account?".

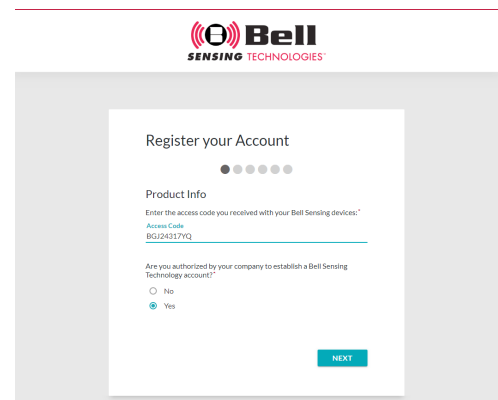
Click "Next".

After reading through the terms and conditions check the box next to "I accept the terms and conditions".

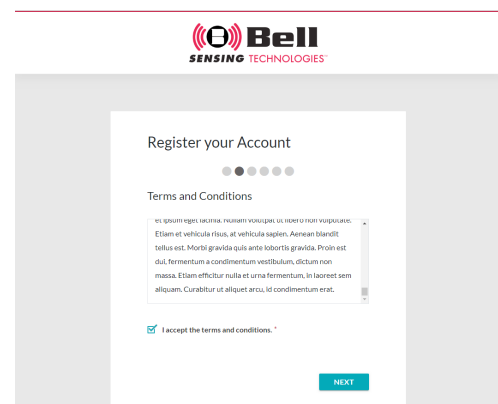
Click "Next".



The screenshot shows the 'Register your Account' page for Bell Sensing Technologies. It is the first step in a five-step process, indicated by a progress bar with one filled circle. The 'Product Info' section prompts the user to 'Enter the access code you received with your Bell Sensing devices:' and provides a text input field labeled 'Access Code'. Below this, a question asks 'Are you authorized by your company to establish a Bell Sensing Technology account?' with radio button options for 'No' and 'Yes'. The 'Yes' option is selected. A 'NEXT' button is located at the bottom right.



This screenshot is identical to the previous one, showing the 'Product Info' step. However, the 'Access Code' field now contains the text 'BGJ24327VQ'. The 'Yes' radio button remains selected, and the 'NEXT' button is still present at the bottom right.



The screenshot shows the second step of the registration process, 'Terms and Conditions'. The progress bar now has two filled circles. A scrollable text area displays the terms and conditions, which include placeholder text like 'Lorem ipsum dolor sit amet, consectetur adipiscing elit'. Below the text area, there is a checkbox labeled 'I accept the terms and conditions.' which is checked. A 'NEXT' button is located at the bottom right.

Fill in all “User Profile” Information. This includes: company Name, first name, last name, role, email, password and confirm password.

Click “Next”.

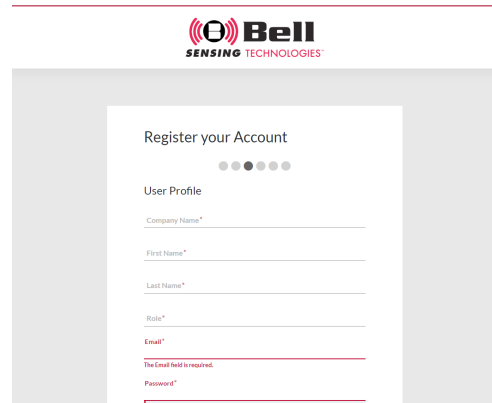
Fill in all “Company Profile” information. This includes: address and phone number.

Choose if your account will have multiple branches or not.

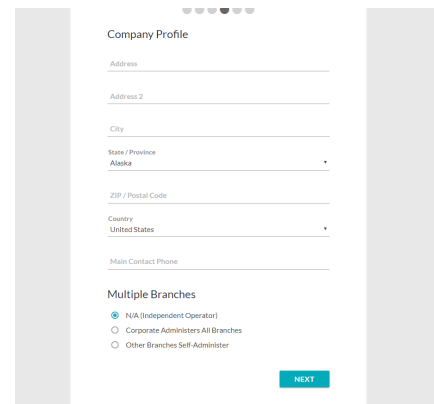
Click “Next”.

Fill in all “Company Details” information. This includes: how many techs, distributor, services you provide and how did you hear about us.

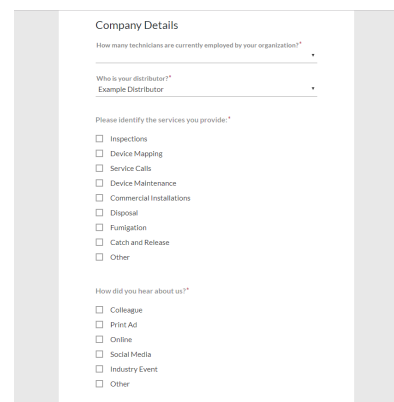
Click “Next”.



The screenshot shows the 'Register your Account' page with a progress indicator showing four steps, with the first step 'User Profile' being active. The form fields include: Company Name*, First Name*, Last Name*, Role*, Email* (with a red error message 'The Email field is required.'), and Password*.



The screenshot shows the 'Company Profile' page with a progress indicator showing five steps, with the second step 'Company Profile' being active. The form fields include: Address, Address 2, City, State / Province (dropdown menu showing 'Alaska'), ZIP / Postal Code, Country (dropdown menu showing 'United States'), and Main Contact Phone. Below these fields is the 'Multiple Branches' section with three radio button options: 'N/A (Independent Operator)' (selected), 'Corporate Administrators All Branches', and 'Other Branches Self-Administer'. A blue 'NEXT' button is located at the bottom right.



The screenshot shows the 'Company Details' page with a progress indicator showing six steps, with the third step 'Company Details' being active. The form fields include: 'How many technicians are currently employed by your organization?' (dropdown menu), 'Who is your distributor?' (dropdown menu showing 'Example Distributor'), 'Please identify the services you provide.' (checkboxes for Inspections, Device Mapping, Service Calls, Device Maintenance, Commercial Installations, Disposal, Fumigation, Catch and Release, and Other), and 'How did you hear about us?' (checkboxes for Colleague, Print Ad, Online, Social Media, Industry Event, and Other).

Click “Log In”.

This will take you to the screen where you can log in and set up your branches, accounts and users.

Once on the login screen fill in your “Email” and “Password”.

Click “Log In”.

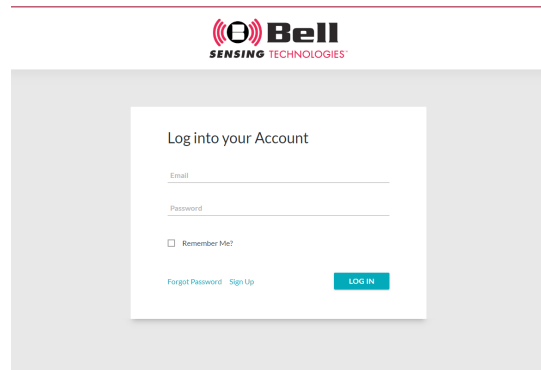
The “Trial Account” page will pop up letting you know that this is a 90-day trial. Click “Continue Trial”.

Input your credit card and billing details.

Click “Next”.

Review payment details.

Click “Begin Sensing”.



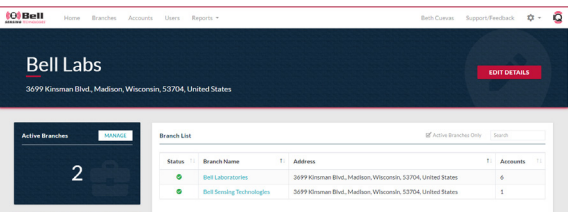
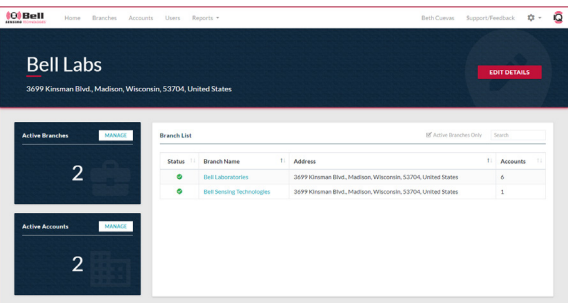
The screenshot shows the login interface for Bell Sensing Technologies. At the top, the logo consists of a stylized 'B' with a signal icon inside, followed by the text 'Bell SENSING TECHNOLOGIES'. Below the logo is a white login box with the title 'Log into your Account'. Inside the box, there are two input fields labeled 'Email' and 'Password'. Below these fields is a checkbox labeled 'Remember Me?'. At the bottom left of the box are the links 'Forgot Password' and 'Sign Up'. At the bottom right is a blue button labeled 'LOG IN'.

Home Dashboard

When you login to your portal you will be automatically taken to your home dashboard.

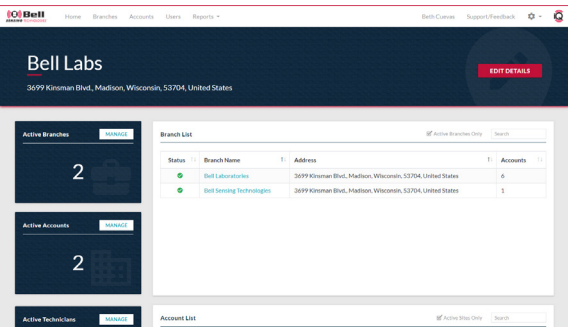
This will give you a quick snapshot of all the information you have access to within your online portal.

On the home dashboard you will see:



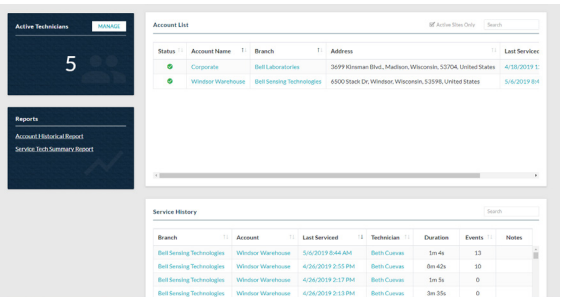
Active Branches

You can click “MANAGE” to see a listing of all branches.



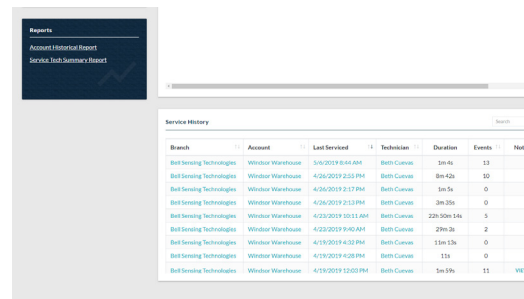
Active Accounts

You can click “MANAGE” to see a listing of all accounts.



Reports

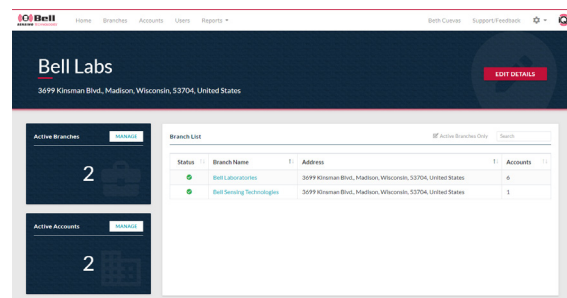
You can click “Account Historical Report” or “Service Tech Summary Report” to quickly jump to the report itself.



Branch	Account	Last Serviced	Technician	Duration	Events	Notes
Bell Servicing Technologies	Window Warehouse	5/6/2019 8:44 AM	Beth Curves	3m 4s	13	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:55 PM	Beth Curves	3m 42s	10	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:17 PM	Beth Curves	3m 5s	0	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:12 PM	Beth Curves	3m 25s	0	
Bell Servicing Technologies	Window Warehouse	4/23/2019 10:11 AM	Beth Curves	22m 50m 14s	5	
Bell Servicing Technologies	Window Warehouse	4/23/2019 9:40 AM	Beth Curves	29m 3s	2	
Bell Servicing Technologies	Window Warehouse	4/19/2019 4:32 PM	Beth Curves	15m 13s	0	
Bell Servicing Technologies	Window Warehouse	4/19/2019 4:28 PM	Beth Curves	11s	0	
Bell Servicing Technologies	Window Warehouse	4/19/2019 12:00 PM	Beth Curves	3m 59s	11	VIEW

Branch List

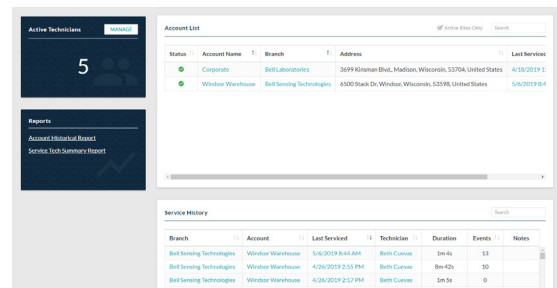
This will be a listing of all active branches. To view inactive branches uncheck the “Active Branches Only”. This will show you the branch name, address and how many accounts are linked to that branch.



Status	Branch Name	Address	Accounts
Active	Bell Laboratories	3699 Kinsman Blvd., Madison, Wisconsin, 53704, United States	6
Active	Bell Servicing Technologies	3699 Kinsman Blvd., Madison, Wisconsin, 53704, United States	1

Account List

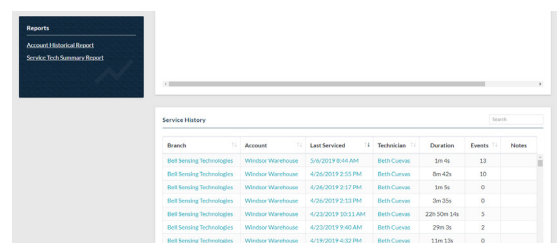
This will be a listing of all active accounts. To view inactive accounts uncheck the “Active Accounts Only”. This will show you the account name, branch, address and the date it was last serviced.



Status	Account Name	Branch	Address	Last Serviced
Active	Corporate	Bell Laboratories	3699 Kinsman Blvd., Madison, Wisconsin, 53704, United States	4/30/2019 5:11 PM
Active	Window Warehouse	Bell Servicing Technologies	6500 Stark Dr, Windsor, Wisconsin, 53098, United States	5/6/2019 8:44 AM

Service History

This will be a full listing of all service visits at all accounts showing branch, account name, date it was last serviced, the technician, how long the service visit lasted, how many events were recorded



Branch	Account	Last Serviced	Technician	Duration	Events	Notes
Bell Servicing Technologies	Window Warehouse	5/6/2019 8:44 AM	Beth Curves	3m 4s	13	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:55 PM	Beth Curves	3m 42s	10	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:17 PM	Beth Curves	3m 5s	0	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:12 PM	Beth Curves	3m 25s	0	
Bell Servicing Technologies	Window Warehouse	4/23/2019 10:11 AM	Beth Curves	22m 50m 14s	5	
Bell Servicing Technologies	Window Warehouse	4/23/2019 9:40 AM	Beth Curves	29m 3s	2	
Bell Servicing Technologies	Window Warehouse	4/19/2019 4:32 PM	Beth Curves	15m 13s	0	
Bell Servicing Technologies	Window Warehouse	4/19/2019 4:28 PM	Beth Curves	11s	0	
Bell Servicing Technologies	Window Warehouse	4/19/2019 12:00 PM	Beth Curves	3m 59s	11	VIEW

Creating Branch(es)

On the homepage of your portal click “Branches” across the top of the screen.

On the right-hand side of the screen click the red “NEW BRANCH” icon.

Input branch information: name, phone, address and upload a logo if you would like.

Click “CREATE NEW BRANCH”.

Your new branch will now show up on your “Manage Branch” list.

Viewing Branch(es)

The “Manage Branch” list will show you a list of all active branches.

If you wish to see inactive branches, uncheck the “Active Branches Only”.

Selecting Branch(es)

To choose a branch click the blue branch name.

Branch Dashboard

Once on the selected branch dashboard you will see:

Active Accounts

You can click “MANAGE” to see a listing of all accounts.

Active Technicians

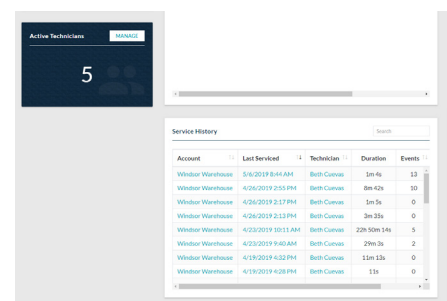
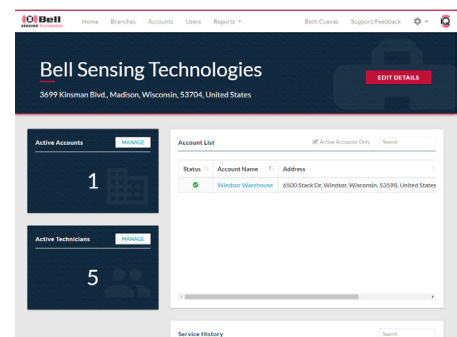
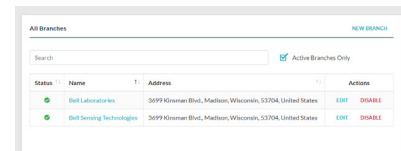
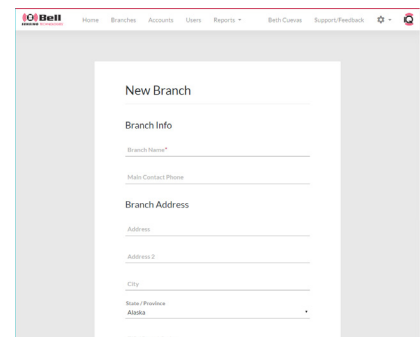
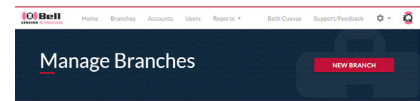
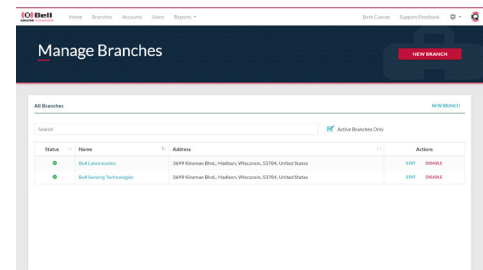
You can click “MANAGE” to see a listing of all accounts.

Account List

This will be a listing of all active accounts at this branch. To view inactive accounts uncheck the “Active Accounts Only”.

Service History

This will be a full listing of all services visits at all accounts associated with the branch dashboard you have currently selected.

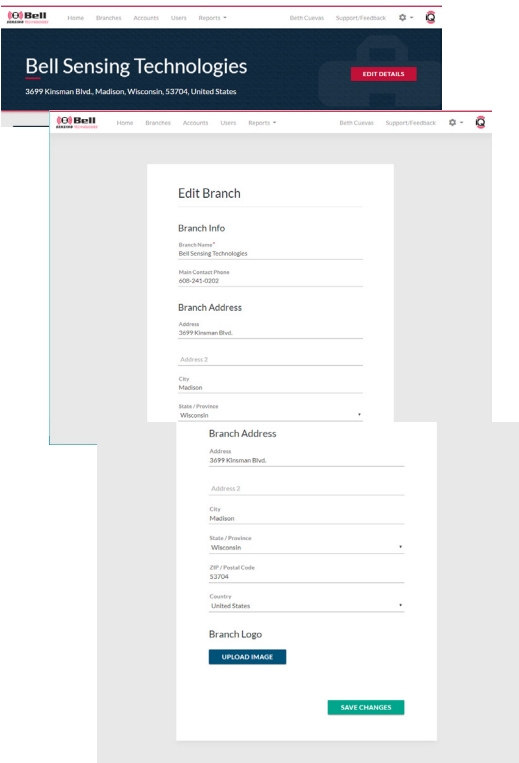


Editing Branch(es)

On the branch dashboard you can make edits to your branch information by clicking the red “EDIT DETAILS” icon in the upper right-hand corner.

Make any changes that are needed.

Click the blue “SAVE CHANGES” icon on the bottom right-hand corner of the page.

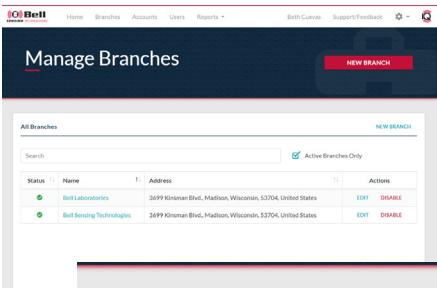


Disabling Branch(es)

On the homepage of your portal click “Branches” across the top of the screen.

This will show you a list of all active branch-es.

To disable a branch click the red “DISABLE” icon under the actions column.



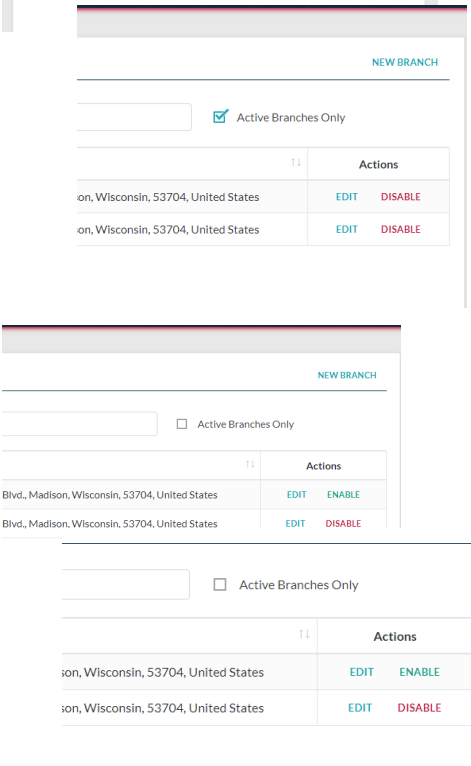
Enabling Branch(es)

On the homepage of your portal click “Branches” across the top of the screen.

This will show you a list of all active branch-es.

In order to see inactive branches, uncheck the “Active Branches Only”.

On the right-hand side click the blue “En-able” icon.



Creating Accounts

On the homepage of your portal click “Accounts” across the top of the screen.

On the right-hand side of the screen click the blue “NEW ACCOUNT” icon.

Input account information: choose branch, account name, address, client contact info, account specifications, visit proof, reporting emails and upload a floor plan if you would like.

Visit Proof:

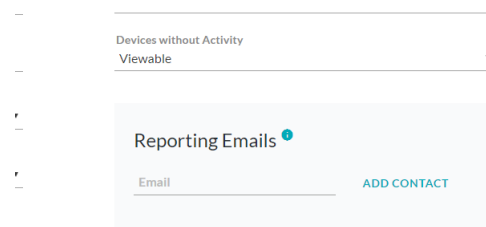
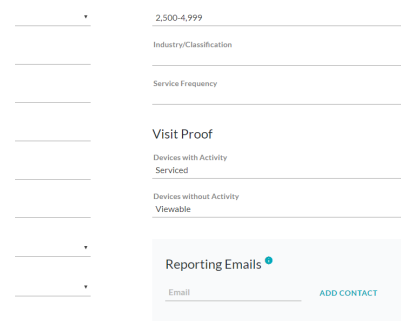
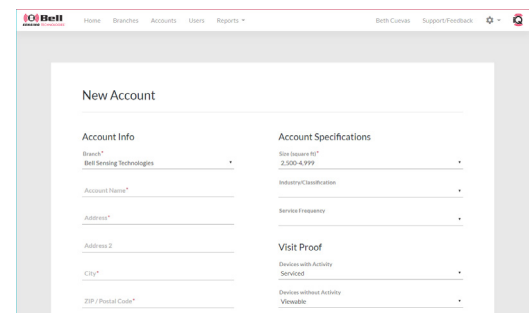
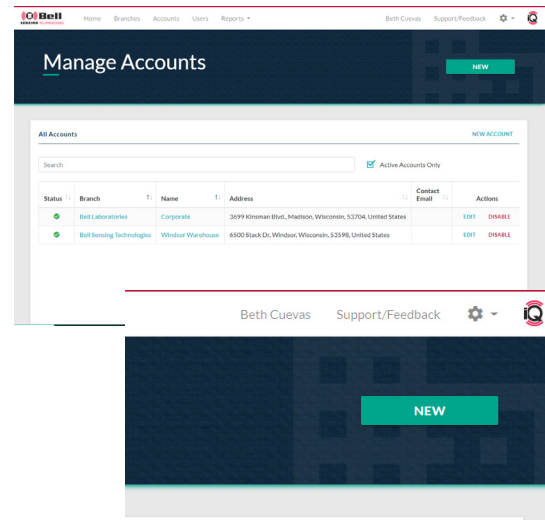
Under the visit proof section you will have the option of choosing “Serviced” or “Viewable” for devices with and without activity. “Serviced” means that during the onsite service visit you have to physically tap on the circle within the app to download the information from the sensor in order to have the device shown as serviced.

“Viewable” means that if the device comes within the ‘viewable’ range of the app (typically 10-20 feet) during your onsite visit, it will show the device as serviced.

**** The default setting will be: devices with activity “Serviced” and devices without activity “Viewable”. You can change these settings at any time.

Reporting Emails:

Under the reporting emails section you have the option to add an email address of anyone you would like to receive the service report email once the onsite service visit is completed. You can add and remove email addresses using this feature as any time.



Service Rules:

To create you custom service rules for the account click the blue "Edit Service Rules" icon on the bottom right-hand corner next to "Save Changes".

There will be service rule options for each of the four different products we currently offer within our IQ platform.

Trapper® 24/7 IQ™ & Trapper® T-REX® IQ™

Trapping Rules

Visual Inspection

With Any Activity

Inspection Every Visit

Inspection Every Other Visit

Replace Attractant Every 30 Days

Protecta® EVO® Ambush® IQ™ & Protec-
ta® EVO® Express® IQ™

Device Rules

Service

With Any Activity

Every Visit

Every Other Visit

Every __ Days

Choose number of days

Baiting Rules

Replace Bait

Replace As Needed

Replace Every __ Days

Choose number of days

Trapping Rules

Visual Inspection

With Any Activity

Inspection Every Visit

Inspection Every Other Visit

Replace Attractant Every 30 Days

After finalizing your custom service rules click the blue "CLOSE" icon in the bottom right-hand corner. Again, you can change these at any time.

EDIT SERVICE RULES

CREATE NEW ACCOUNT

T-Rex IQ

Trapping Rules

Visual Inspection *
With Any Activity

24/7 IQ

Trapping Rules

Visual Inspection *
With Any Activity

With Any Activity
Inspection Every Visit
Inspection Every Other Visit
Replace Attractant Every 30 Days

Ambush IQ

Device Rules

Service *
With Any Activity

Baiting Rules

Replace Bait *
Replace As Needed

Trapping Rules

Visual Inspection *
With Any Activity

Service Rules

Express IQ

Device Rules

Service *
With Any Activity

Baiting Rules

Replace Bait *
Replace As Needed
Replace As Needed
Replace Every __ Days

Trapping Rules

Visual Inspection *
With Any Activity

Country *
United States

Client Contact Info

Email

Phone

Mobile Phone

Floor Plan

UPLOAD IMAGE

ADD CONTACT

EDIT SERVICE RULES

CREATE NEW ACCOUNT

Viewing Accounts

This is the screen where you can view all active accounts.

If you wish to see inactive accounts, uncheck the "Active Accounts Only".

Selecting Accounts

To choose an account click the blue account name.

Account Dashboard

Once on the selected account dashboard you will see the detailed account information:

Name

Address

Active devices

Total visits for the calendar year

Date of last visit

Under the detailed account information you will see a number of graphs.

The graphs include:

Event Totals

Capture Totals

Trend Analysis

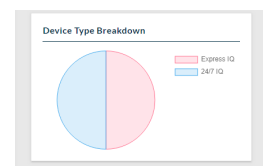
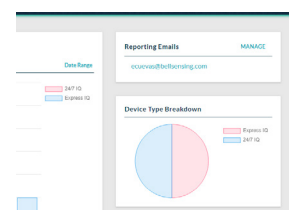
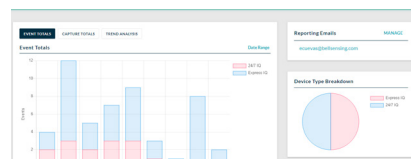
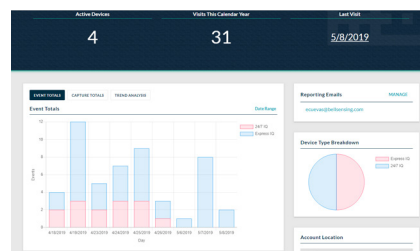
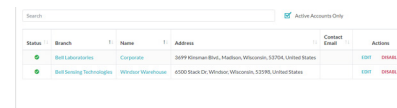
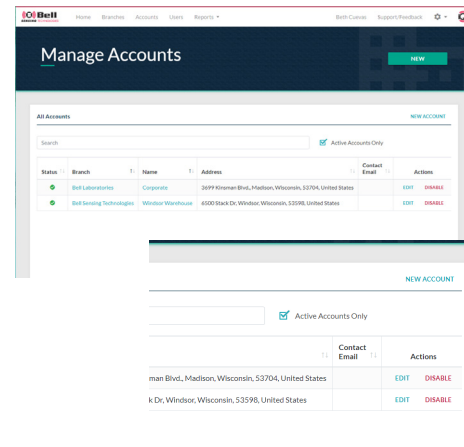
To create a custom date range for any of these graphs click the blue "Date Range" at the top right of the graph section.

Choose a preselected date range or create a custom range.

Once the range is selected the graph will automatically adjust to go to that specific range.

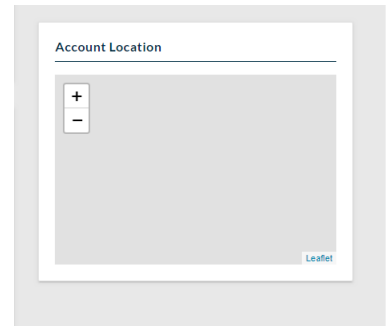
You can click device types to take them off of the graph or add them back on.

Reporting Emails



Account Location

This section is a map of where the account is located. The information for this will be pulled from Google Maps using the address inputted as the account's address.



Service History

This section provides the detailed information of the service history of the account.

For each service visit it will show the day/time it was serviced, the technician, the duration of the service, how many devices were serviced, the event totals for all devices and any notes recorded during the service visit.

In this section you can click the blue dates to pull up a specific service date

You can also click a technician name to pull up that user's dashboard.

Service History					
					Search
Last Serviced	Technician	Duration	Serviced	Events	Notes
5/8/2019 11:41 AM	Beth Cuevas	18s	0/4	0	
5/8/2019 11:00 AM	Beth Cuevas	39m 56s	3/5	0	
5/8/2019 10:16 AM	Beth Cuevas	2m 23s	2/4	10	
5/6/2019 8:44 AM	Beth Cuevas	1m 4s	4/4	13	
4/26/2019 2:55 PM	Beth Cuevas	8m 42s	2/4	10	
4/14/2019 5:17 PM	Maisha P. Cooper	1m 5s	1/4	0	

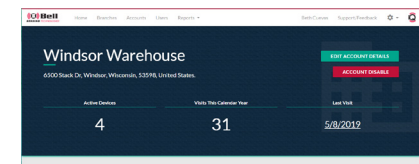
Activity	Device	Type	Location	Last Serviced	Lifetime Events	Batter
	Tray 002	Express IQ		5/8/2019 11:01 AM	21	91%
	Tray 001	Express IQ	dumpster	5/8/2019 11:00 AM	16	93%
	multiple catch-002	24x7 IQ	front door	5/6/2019 8:44 AM	6	96%
	multiple catch-001	24x7 IQ	back door	5/6/2019 8:43 AM	8	97%

Device List

This section is a listing of all devices currently deployed at the account.

Each device will show the device name, type, location, day/time it was last service, lifetime events and its current battery level.

In this section you can click any of the blue device names to navigate to that specific device's dashboard.



Basic Information

Workplace

Coworking?

United States

Client Contact Info

Email

Phone

4082412202

Mobile Phone

Floor Plan

UNLOCK FLOOR PLAN

Desktop without battery
Virtualize

Reporting Emails

Email

ADD CONTACT

username@globalping.com

REMOVE

Editing Accounts

To edit the account details when you are on the account dashboard click the red “Edit Details” icon on the right-hand side.

Make any changes that are needed.

Click the blue "SAVE CHANGES" icon on the bottom of the page.

Disabling Accounts

On the homepage of your portal click “Accounts” across the top of the screen. This will show you a list of all active accounts. To disable an account click the red “DISABLE” icon under the actions column for the account you would like to disable.


[Home](#)
[Services](#)
[Resources](#)
[Careers](#)
[Support](#)
[Contact Us](#)

Manage Accounts

[New](#)

All Accounts

[NEW ACCOUNT](#)

[Active Accounts Only](#)

Status	Branch	Name	Address	Contact Email	Contract	Actions
	Ball Lakeview	Corporate	3699 Kinross Blvd., Madison, Wisconsin 53704, United States			EDIT DISABLE
	Ball Learning Technology	Windsor Winnebago	6300 State Dr. Windsor, Wisconsin 53706, United States			EDIT DISABLE

Enabling Accounts

On the homepage of your portal click "Accounts" across the top of the screen. This will show you a list of all active accounts. In order to see inactive accounts, uncheck the "Active Accounts Only".

On the right-hand side click the blue “Enable” icon next to the account you would like to enable.

Money Accounts

[New Account](#)

All Accounts
[New Account](#)

Index	Branch	Name	Address	Current Email	Action
1	Bank of America	Bank of America - Charlotte, NC	1001 SPTG Dr, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
2	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
3	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
4	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
5	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
6	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
7	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
8	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
9	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete
10	Bank of America	Bank of America - Charlotte, NC	20000 Parkway Blvd, Hickory, Wisconsin 53526, United States	phillip@bankofamerica.com	View Delete

Creating Users

On the homepage of your portal click “Users” across the top of the screen.

On the right-hand side of the screen click the red “NEW USER” icon.

Input user information including: personal info, contact info, access level & branch access options.

Click the blue “CREATE NEW USER” icon.

Your new user will now appear on your “Manage Users” list.

Viewing Users

This view will show you a list of all active and inactive users.

If you wish to see pending users, check the box next to “Pending Users”.

Selecting Users

To choose a user click the blue user name.

User Dashboard

Once on the selected user dashboard you will see:

Last Account Visited

This section includes the name of the account as well as the date.

Account Visits

This section is the number of accounts the user has ever visited.

Average Visit

This section is the average time it takes for the user to service an account.

Service Locations

This section is a map of one of the locations the user has serviced.

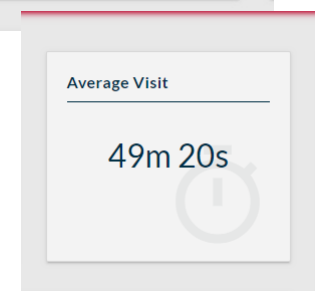
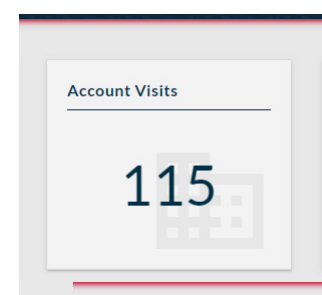
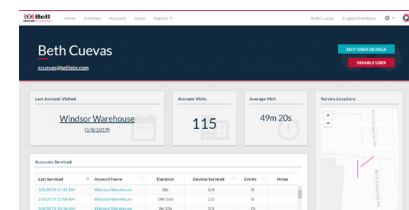
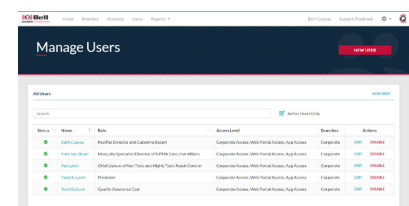
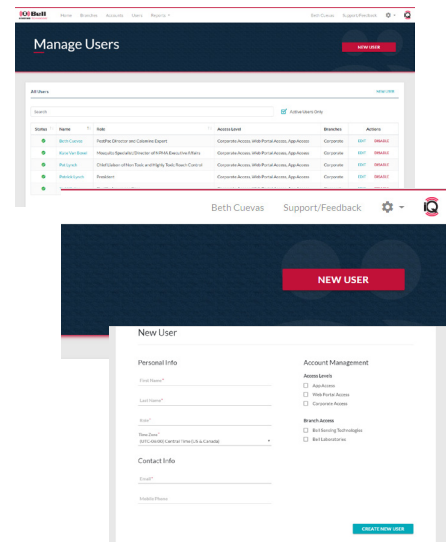
Accounts Serviced

This section is a full listing of all accounts the user has serviced.

For each account visit it will show you the day/time it was serviced, the account name, the duration of the service, how many devices were serviced, how many events total for all devices at that service visit and any notes recorded during the service visit.

In this section you can click the blue dates to pull up a specific service date

Also you can click any of the blue account names to navigate to that specific account’s dashboard.



Last Serviced	Account Name	Duration	Devices Serviced	Events	Notes
5/8/2019 12:45 AM	Windsor Warehouse	3m	0/4	0	
5/8/2019 11:55 AM	Windsor Warehouse	30m 35s	3/5	0	
5/8/2019 9:15 AM	Windsor Warehouse	2m 27s	2/4	50	
5/4/2019 8:44 AM	Windsor Warehouse	3m 4s	4/4	13	
4/24/2019 2:22 PM	Windsor Warehouse	8m 42s	2/4	50	
4/23/2019 2:22 PM	Windsor Warehouse	3m 15s	0/4	0	
4/24/2019 2:22 PM	Windsor Warehouse	3m 25s	0/4	0	
4/23/2019 10:11 AM	Windsor Warehouse	22m 55m 14s	2/4	5	
4/22/2019 9:40 AM	Windsor Warehouse	29m 2s	2/4	2	
4/21/2019 4:22 PM	Windsor Warehouse	11m 13s	1/4	0	
4/19/2019 4:28 PM	Windsor Warehouse	11s	1/4	0	

Editing Users

Once you're on the user dashboard in the upper right-hand corner click the blue "Edit User Details" icon.

Make any changes that are needed.

Click the blue "SAVE CHANGES" icon on the bottom right-hand corner of the page.

Disabling Users

On the homepage of your portal click "Users" across the top of the screen.

This will show you a list of all active and inactive users.

To deactivate a user click the red "DEACTIVATE" icon under the actions column.

A screen will pop up reading "You are about to deactivate a user on this account. You can transfer this license to another user if available. If no users are available the license will expire at the end of the billing cycle."

Select the best option:

Cancel license on next billing cycle

Create and assign a new user

Transfer License

If choosing this option you will need to have already created a new user and choose their name from the drop down box.

Click the blue "CONFIRM" icon.

Activating Users

On the homepage of your portal click "Users" across the top of the screen.

This will show you a list of all active and inactive users.

On the right-hand side click the blue "ACTIVATE" icon.

Read through the license subscription information.

Select option:

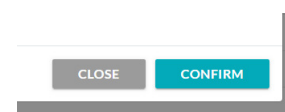
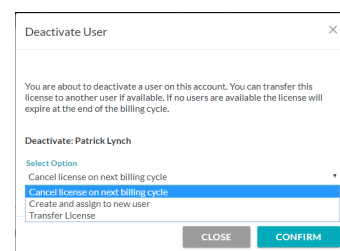
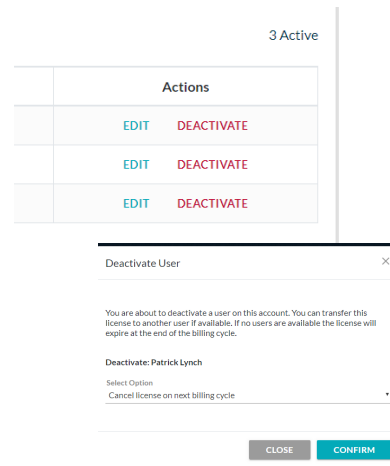
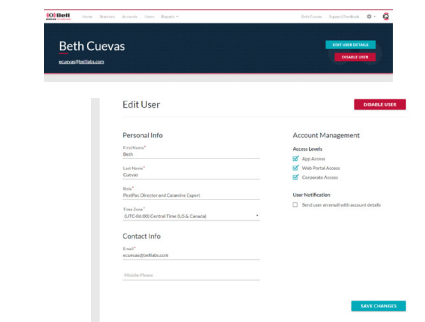
Add Additional License

Transfer License

Check the box next to the "I understand" statement.

Click the blue "CONFIRM" icon.

This will activate the user.



Viewing Devices

On the homepage of your portal click “Accounts” across the top of the screen.

To choose an account click the blue account name.

Scroll down to the bottom of the page to the section labeled “Device List”.

This will be the listing of all active devices deployed at the account.

Selecting Devices

To choose a device click the blue device name.

This will bring you to the device dashboard.

Device Dashboard

Included on this screen:

Event Frequency chart with custom date range options

Device Service History

Event Log with option to download the data

Device Status Log

Device Serial Number

Device Activation Date

Editing Devices

Once you are on the device dashboard click the blue “EDIT DEVICE DETAILS” icon in the top right-hand corner.

Update any information needed.

Click the blue “SAVE CHANGES” icon in the bottom right-hand corner.

