



## Addendum to iSite User's Guide

This addendum is to inform you of new features to the cloud-based remote monitoring iSite website. This addendum should be used in addition to the iSite User's Guide, 0330-0427-0M.

### ADDING A NEW SCALE SITE

Access to iSite is available on the Dealer Dashboard after you login to your account on the "[CardinalScale.com](http://CardinalScale.com)" web site. Scroll down the Dealer Dashboard page until you can see the Technical, iSite Remote Monitoring section on the left side of the screen and click on it. After you have successfully signed into iSite, the first screen you will see is the iSite Dashboard. The dashboard displays the number of Sites you currently have (with information about those sites) and allows you to manually add new scale sites, for example SmartCAN installations.

#### Adding a New Scale Site

1. Click on **+Add** near the middle of the screen.
2. The screen will change to show **Add Device** with an area to enter a name.
3. Click on the blank area next to Name, type in the name for the scale site, and then click on the "Add" button to save it
4. The screen will change to show:

**Device "name of your new site" has been added.**

Please use the following code to link your device to iSite.

CJ6YZ

**NOTE:** The five-character number "Reference ID" shown is an example. iSite will generate a random five-character number "Reference ID" that is unique to each new site added.

*(This five-character number "Reference ID" is entered into the indicator ISITE IP CONFIG menu where you enter the SO# if adding an Armor Digital Truck Scale)*

"Return to Dashboard"

"View Device"

"Manage Device"

- Click on "Return to Dashboard" to return to the "My Cardinal Sites" screen.
- Click on "View Device" to view the Site Selection screen to verify the new scale site.
- Click on "Manage Device" to change general settings, add customer setup, add contacts and select alert notifications, and perform various other functions for the site.

## ADDING A NEW SITE, CONT.

### Link the Scale to iSite

Once you have the five-character number (Reference ID) generated from iSite, it will need to be programmed into the indicator to link the scale to iSite. Perform the following steps to link the scale to iSite:

#### On the 225D indicator:

1. Press the **SHIFT** and **RED SQUARE KEY** to enter the `SETUP/REVIEW MENU`.
2. Press the **ENTER** key once and the **DOWN** key twice to navigate to `SETUP MENU #3`.
3. Press **9** (to select `#9. ISITE IP CONFIG`) and press **ENTER**.
4. The display will change to the `ISITE IP CONFIG` screen.
5. Press **1** (to select `SO# =`) and press **ENTER**. The display will change to a prompt for the `SO# =` of the scale. *This is where you input the unique random five-character number "Reference ID" generated from the iSite Add Device screen.*
6. Input the number from the iSite Add Device screen and press **ENTER**.
7. The other selection displayed on the screen (`2. DHCP = XXX`) is to select whether DHCP is used.  
  
Select YES to use a dynamic IP address assigned by a DHCP server or if the installation requires a static IP address (such as to address firewall issues), select NO and additional prompting will appear to manually set the addresses. Consult with your network administrator for the proper selection.
8. This completes adding the scale to iSITE.
9. Note that it will take a few minutes for the scale information to update the iSite.

# ADDING A NEW SITE, CONT.

## View Device

Click on the “View Device” button to go to the My Cardinal Sites screen to view data on the new scale site.

- **Overview**

This tab shows an overview of the site, such as the Address, Sales Order or Reference ID, and Purchase Order. Note that once an address has been entered for the site, a map will display in the overview tab.

- **Equipment**

This tab will list and show an image of the equipment installed at the site.

- **Notes**

This tab allows your technicians to keep track of the service history of the site, and/or leave helpful notes for other technicians.

- **Errors**

This tab will be used to show any errors that have occurred at the site.

- **Reports**

This is the Factory Truck Scale Final Inspection and Test Record Report that is printed and sent out with the Sales Order for the truck scale. The report lists important details of the scale and the other items included with the order. It also includes pictures of the scale taken at the factory before it is shipped, the serial numbers for each of the individual load cells, and the serial numbers of the other items include in the order.

To view the report, click on “Inspection Report”. This will open a window with a PDF of the report. Close the window to return the iSite screen.

# ADDING A NEW SITE, CONT.

## Manage Device

Click on the “Manage” button to manage data on the new scale site.

- **General Settings**

Click on General Settings to change the site name if desired and to enter a Purchase Order number to help identify the scale site.

Click on the “Save” button after making any changes or entering a PO number.

- **Customer Setup**

Click on Customer Setup and then on the “Create” button to create a new customer. Enter the customer’s name, address, city, state, zip code, and country. Ensure the Auto update coordinates box is checked to generate a map on the Overview screen showing the location of the scale.

Note that if the scale is in a very remote location, it may be necessary to uncheck the Auto update coordinates box and manually enter the Latitude and Longitude coordinates of the scale site. Use the map APP on your smartphone or tablet to obtain the coordinates for the scale site. For example, the coordinates for Cardinal Scale’s address is 37.14792317, -94.46089267.

Click on the “Save” button when you have finished entering the customer information.

- **Release Lock**

This selection is used when the DLC card in the indicator has been replaced. iSite is locked to a specific DLC card by using the processor ID in the card. This is done in case the same reference ID (the five-character number generated when a new site is added) is used for two devices. If the same reference ID is used for two devices, it can create a conflict between the devices causing numerous error notifications.

Click on “Release Lock” to unlocked iSite from the device (DLC card used in the indicator) at the site.

# ADDING A NEW SITE, CONT.

## Manage Device, Cont.

- **Notifications Setup**

Notifications are available for anyone associated with the scale site and are no longer limited to only registered iSite users with access to the Dealer Dashboard.

Click on Notification Setup and then on “+Add” to create a new contact and configure the notification alerts. Enter the contact name, email address, and phone number using the ITU-T E.164 format (plus sign, country code, national destination code, and a subscriber number). For example, +14175554631.

Next, click on the blank area next to Alerts. A drop-down list will appear showing the available Email alerts, and by scrolling down, the Text alerts. Click on the desired alerts and then click on the blank area next to Alerts to close the drop-down list.

### Types of alerts used by both Email and Text

- Information – For future use.
- Warnings – Warnings indicate the indicator is not communicating with iSite. This could simply mean the indicator was turned off or that communications with the indicator has actually failed.
- Errors – Errors indicate the scale is operating but not weighing. These are the same messages that are displayed on the indicator.

Note that alerts are not real time. iSite processes data records from the indicator at the site and sends it once every hour. The alert will remain on iSite until the indicator sends an updated data record indicating the site is operating correctly.

Click on the “Save” button when you have finished adding the contact information and the desired alerts.

- **Remove Device**

This is used to remove (delete) the device from iSite. A warning screen is displayed confirming you want to remove the device and that *it cannot be reversed*.

Click on Remove Device and then on the “Remove” button to remove the device. The screen will change to show the device has been removed. Click on the “Home” to return to the My Cardinal Sites screen.

- **View Device**

This is used to return to the My Cardinal Sites screen to view data on the scale site.

Click on the “View Device” button to go to the My Cardinal Sites screen. Refer to the previous **View Device** section for details.



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