

OTOMO

OPTIMIZED OFFICE AUTOMATION

QUICK START & INSTALLATION GUIDE

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OTOMO
otomo.cloud

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INTRODUCTION

OTOMO is a system designed to manage comfort and energy savings in offices. It is based on presence recognition of a user in an environment, aimed at optimizing the management of light, perform automatic actions to produce energy savings, control environmental parameters. The presence of the user is qualified through the recognition of a mobile device (phone, tablet) or a BLE Beacon associated to a single user. OTOMO controls ON/OFF and dimmed lights (through DALI® system), blinds and curtains, loads and gates. To these functions it is possible to set generic timings or dependent on the presence of one or more users. OTOMO is an optimized management system because it is born with a single target of reference: the office.

OTOMO
is a system designed
to optimise **comfort**
and **energy saving**
in **office buildings**



OTOMO APP



HOW DO I REGISTER?

Download the OTOMO App, open it and fill-in all the fields.
Enter a valid email address, flag Terms and Conditions and Privacy and press on SIGN IN.

OTOMO
PROFESSIONAL AUTOMATION

Email (max 40 characters)

Password (min 8 max 25 characters)

Confirm Password

First Name

Last Name

Termini e condizioni

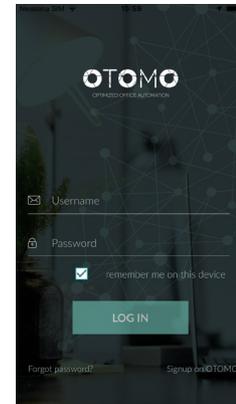
Privacy

SIGN IN

[Back to login](#)

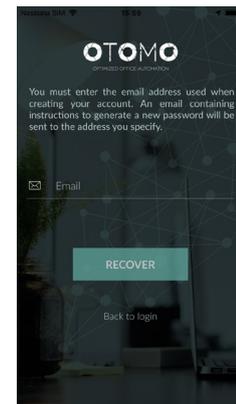
You will receive an email to confirm the registration.

Once received, you can LOG-IN by entering the email and password used during the registration process.



PASSWORD LOST?

Tap on FORGOT PASSWORD, enter the email provided when creating the OTOMO account; you will receive an email message containing instructions for generating a new one.



First use
Settings

APP

APP HOME

WHAT IS MY NETWORKS SCREEN?

After LOGIN, MY NETWORKS screen opens, it corresponds to the HOME icon (bottom left).



The PROFILE button (bottom right) opens the screen with your own QR Code (see [user association on the network](#)) and the LOG OUT button.



Press SETTINGS to activate / deactivate some application parameters.

- Send presence: send the presence of the logged in user.
- Gates Alert
- RSSI: indicates Bluetooth intensity for presence detection

DETECTION REACH – MIN MAX



MAX



MIN



CREATE A NETWORK

HOW TO CREATE A NETWORK?

- Fai on + button
- enter the name of a new network and tap on STEP 2

Now you can **create one or more area** that will be part of your network (tap the + button)



Press SKIP to leave out this step and go directly to the **ADD DEVICE** screen.



ADD DEVICES

HOW DO I ADD A DEVICE??

After pressing + button
enter a name for the device and press the QR code button.



Scan the device's QR code

From the drop-down menu choose the area to associate



WHERE DO I FIND THE QR CODE OF A DEVICE?

Find it on the device label and inside the packaging box.



CHARACTERIZE DEVICE

HOW DO I CHARACTERIZE A DEVICE? EG CODE IO14AA01BLE

After scanning the QR code of a DALI-BLE cod. IO14AA01BLE the CHARACTERIZE DEVICE screen opens

OUTPUTS

Flag the check-boxes of interest

- Check Light1 and / or Light2 box to control the lights separately or a generic load. In this case, the Shutter 1 box cannot be selected (it is gray).
- If you tick Shutter 1, then Light 1 and Light 2 outputs will be coupled to drive the motor of a rolling shutter (or a blind) and cannot be selected individually.
- If you tick Dimmer Hot / Cold then the Dimmer A and Dimmer B outputs will be coupled and cannot be selected individually.

From the drop-down menu **choose the area to which to associate the IO14AA01BLE device**, in this case the Openspace area [it already appears as an option in the drop-down menu since it has been already associated with the device during the previous phase].

Set **Scheduler** (optional).

Press END



HOW DO I CHARACTERIZE A DEVICE? EG CODE IO42A01BLE

After scanning the QR code of a DALI-BLE cod. IO42A01BLE the CHARACTERIZE DEVICE screen opens

OUTPUTS

Flag the check-boxes of interest

- Check Light1 and / or Light2 box to control the lights separately or a generic load. In this case, the Shutter 1 box cannot be selected (it is gray).

- If you tick Shutter 1, then Light 1 and Light 2 outputs will be coupled to drive the motor of a rolling shutter (or a blind) and cannot be selected individually.

INPUTS

- Flag the Temperature and Brightness boxes if the sensor cod. BT01A010TO is connected

- SCheck one or both CUSTOM INPUT inputs if the IO42 device is connected to a civil series button, ie. if you want to use the IO42 device also as a button interface.

From the drop-down menu choose the device to be controlled, Press END

Choose the area to associate the IO42 device

Set [Scheduler](#) (optional).

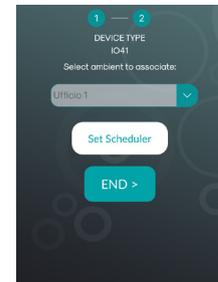
Press END



HOW DO I CHARACTERIZE A DEVICE? EG CODE. IO41A01BLE – CODE IO40A01BLE

The IO41 device has 1 relay output while the IO40 device does not have relay outputs.

Follow the IO42A01BLE device [characterization procedure](#).



Each time the characterization procedure is terminated and END button is pressed, you will land on the following screen.

If you have finished adding devices to the network, press END and end the network creation procedure.

Remember: you can always add other devices to your network later.



AN OTOMO NETWORK CONFIGURATION

After creating the network and characterized the devices, you're ready to configure your new network.

Press SEND (top left), confirm and wait for the configuration to be sent to the Cloud.

Press CLOSE and wait for configuration propagation to the devices



AREAS MANAGEMENT

Press on the AREAS box, you will get a screen with the list of environments you had previously created.

Press the pencil icon to edit (eg) the Corridor area and go to the environment management page:

- sets the lux value
- define if it is a *common area*
- Associated users: shows the list of users associated with this area
- Select the Group Leader



COMMON AREA

Common area is an area in which all users enabled for the OTOMO NETWORK network make “presence” regardless of permissions.

SENDING PRESENCE

a user’s smartphone / tablet or beacon “sees” an OTOMO device to which it has been associated and on which a proximity scheduler has been set.

If both these conditions are met, the OTOMO system performs the automatic actions set.

GROUP LEADER

Group Leader is a device equipped with a brightness and temperature sensor.

For example, the OTOMO ENABLED JackielIoT device or an IO4x device connected to the sensor code BT01A01OTO can be a group leader.

The brightness sensor of the Group Leader device controls the flow of DALI lamps of the associated environment.

SCHEDULER

WHAT IS THE DEVICE SCHEDULER FOR?

Setting a device scheduler allows the device to perform automatic actions when it “sees” (Proximity function) a user associated with itself or on timers based set.

The Scheduler setting is not active by default.

You can activate the scheduler among two operating modes:

- Timer
- Proximity



TIMER SCHEDULER

The device with the Timer function will be active / alive based on days and times set.

For example, if you set the Timer function on a device that manages the motorized curtain of an office, the curtain will be opened and closed based on the times set in the scheduler, regardless of the presence or absence of the user associated with that device.

After setting the time slots in the Timer scheduler, press OK



PROXIMITY SCHEDULER

When OTOMO recognizes the presence of a user, the device will perform automatic actions with the scheduler activated in the time sets.

From the drop-down menu you can choose another device on the network from which “inherit” the scheduler settings, avoiding to modify or fill all the scheduler parameters each time.

To finish the configuration, Press OK.



NOTE

user must have the 'send Presence' option lagged in the settings menu

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