Room Alert® 12E
Temperature & Environment Monitoring... Made Easy!

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- Current Loops (Amperage)
- Extreme Temperature
- Heat Index (Feels Like)
- Smoke / Fire
- Fuel / Water Tank Level
- Air Flow, Sound, Light
- Motion, Room Entry
- Panic Button, Security
- Light Towers, Relay Switches
- Wireless Sensor Hubs
- Network Cameras
- Analog Power & Temp Sensors
- Switch Sensors
- Dry Contacts
- Low Voltage Sensors
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Special Thanks
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<table>
<thead>
<tr>
<th>Headquarters</th>
<th>Email</th>
<th>Web</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVTECH Software Inc.</td>
<td><a href="mailto:Sales@AVTECH.com">Sales@AVTECH.com</a></td>
<td>AVTECH.com</td>
</tr>
<tr>
<td>16 Cutler Street, Cutler Mill</td>
<td><a href="mailto:Support@AVTECH.com">Support@AVTECH.com</a></td>
<td>EnvironmentMonitor.com</td>
</tr>
<tr>
<td>Warren, RI 02885-2761 USA</td>
<td><a href="mailto:Info@AVTECH.com">Info@AVTECH.com</a></td>
<td>GoToMyDevices.com</td>
</tr>
<tr>
<td>Phone</td>
<td>Sales</td>
<td>Fax</td>
</tr>
<tr>
<td>401.628.1600</td>
<td>888.220.6700</td>
<td>401.628.1601</td>
</tr>
</tbody>
</table>

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# Table of Contents

Introduction To Room Alert 12E.....................................................................................................3

Room Alert 12E Package Contents..................................................................................................4
  The Room Alert 12E ID Box.....................................................................................................4
    Front.....................................................................................................................................5
    Back.....................................................................................................................................6

How To Install Your Room Alert 12E.............................................................................................7
  Step 1: Connect Your Room Alert 12E Hardware.................................................................7
    If Your Network Is Power Over Ethernet (PoE) Enabled....................................................7
    If Your Network Is Not Power Over Ethernet (PoE) Enabled.............................................7
  Step 2: Open And View Your Room Alert 12E In Your Web Browser...............................8
    With The Built-In Interface .................................................................................................8
    With Device Manager For Advanced Functionality............................................................8
  Step 3: Install Additional Components .....................................................................................9
    Connect Included External Sensors .....................................................................................9
    Connect Other Compatible Components .............................................................................9

How To Use Room Alert 12E’s Web Interface .............................................................................10
  Status....................................................................................................................................10
    Current Sensor Status Bar..................................................................................................11
    Sensor Display Area ..........................................................................................................12
  Settings................................................................................................................................13
    Network...............................................................................................................................14
    SMTP Email.........................................................................................................................16
    Simple Network Management Protocol (SNMP) ...............................................................19
    Sensors ...............................................................................................................................21
    Alarm Options ....................................................................................................................30
    Security ...............................................................................................................................34
    Advanced ............................................................................................................................36
Introduction To Room Alert 12E

The Room Alert 12E is AVTECH’s mid-sized monitor that has something for everyone. It boasts all the features of our highest-end unit on a smaller scale and at a lower price. With the Room Alert 12E, AVTECH brings you Temperature & Facilities Environment Monitoring... Made Easy.

The Room Alert 12E has one (1) internal temperature sensor and ten (10) external ports: three (3) external digital, four (4) external switch, one (1) relay output, one (1) analog input, and one (1) Light Tower & Relay Adapter port. Sensors are included for temperature and power.

Install your unit with minimal planning and less hassle.

✔ Get up and running in minutes with easy “Plug and Play” setup.
✔ Use Power over Ethernet to install even where no DC power is available.
✔ Mount Room Alert 12E in a rack, on a wall, ceiling or table top.

Get access from anywhere over the web.

✔ Configure, monitor and operate Room Alert 12E with its easy-to-use built-in web interface.
✔ Significantly expand its functionality with AVTECH’s Device ManageR, the powerful software bundled FREE with all Room Alert monitors.
✔ Have the flexibility to monitor with any SNMP-enabled 3rd-party monitoring application.

Know immediately when physical conditions change.

✔ Set alert thresholds for the built-in and bundled Digital Temperature Sensor from -40° to 185° F (-40° to 85° C).
✔ Monitor the on/off status of a critical power source with the bundled external Power Sensor.
✔ Alert multiple contacts on your team when thresholds are exceeded.
✔ Receive alert notifications by email, email-to-SMS and more on a computer or mobile phone.

Expand your options as your needs evolve.

✔ Extend your reach by adding 2 more external digital sensors up to 100 feet away and 4 external switch sensors up to 900!
✔ Monitor an analog sensor using the built-in analog input port.
✔ Automatically turn on/off electrical devices, such as air conditioners or generators, by using the built-in relay output port and adding a Relay Switch Sensor (with adapter).
✔ Use the Light Tower & Relay Adapter port to add a Light Tower or Relay Switch Sensor.
✔ Explore your options further with your AVTECH Product Specialist.
Room Alert 12E Package Contents

The standard Room Alert 12E package includes:

- One (1) Room Alert 12E ID Box
- One (1) External Digital Temperature Sensor
- One (1) External Power Sensor
- One (1) 10' Ethernet Cable
- One (1) Room Alert 12E User’s Guide & Reference Manual (You’re reading it now.)
- One (1) Package Of Literature & Additional Information

The Room Alert 12E ID Box

![Diagram of Room Alert 12E ID Box with labels for Power Port, Ethernet Port, Digital Ports (3), Analog Input Port, Reset Button, Light Tower/Relay Port, Relay Output Port, Switch Sensor Ports (4).]
Front

**Power Port**

A standard power port connects Room Alert 12E to an electrical outlet with AVTECH’s International Power Adapter.

![Power Port](image)

**NOTE**

Look for the AVTECH logo. Using another power adapter could damage the Room Alert 12E’s circuit board and void the warranty. If you need one, purchase it online at [AVTECH.com](http://AVTECH.com). AVTECH has an international power adapter with a compatible plug style for each and every country.

**Ethernet Port**

An RJ-45 PoE-enabled port connects Room Alert 12E to your network via an RJ-45 network cable.

![Ethernet Port](image)

**Digital Sensor Ports**

Three (3) standard RJ-11 jacks connect any AVTECH digital sensor to your Room Alert 12E via a standard RJ-11 (straight through) telephone cord. Digital Sensor Port 1 is shown here.

![Digital Sensor Ports](image)
Room Alert 12E

Back

Reset Button

A small push button resets Room Alert 12E to factory default settings.

Light Tower & Relay Adapter Port

A standard RJ-11 jack connects a Light Tower & Relay Adapter to your Room Alert 12E via a standard RJ-11 (straight through) telephone cord.

Relay Output Port

A set of contacts connects any low-voltage device to your Room Alert 12E via standard speaker wire.

Analog Input Port

A set of contacts connects any low-voltage analog sensor to your Room Alert 12E via standard speaker wire.

Switch Sensor Ports

Four (4) sets of dry contacts connect Room Alert 12E to any AVTECH switch sensor or dry contact on a device (e.g., HVAC, generator, pump, fan, etc.) via standard speaker wire or low-voltage 2-wire cable. Switch Sensor Port 1 is shown here.

NOTE

For more information about AVTECH sensors and accessories, please refer to the Appendix at the back of this manual or visit the Sensors and Accessories sections of AVTECH.com.
How To Install Your Room Alert 12E

Step 1: Connect Your Room Alert 12E Hardware

If Your Network Is Power Over Ethernet (PoE) Enabled

- Connect one end of a standard Ethernet cable to the Room Alert 12E’s Ethernet port.
- Connect the other end to a PoE-enabled network jack.

That’s it! Your Room Alert 12E is now powered and discoverable on your network.

If Your Network Is Not Power Over Ethernet (PoE) Enabled

A. Connect To Your Network First

- Connect one end of a standard Ethernet cable to the Room Alert 12E’s Ethernet port.
- Connect the other end to a network jack.

B. Then Connect To A Power Source

- Plug one end of AVTECH’s International Power Adapter into the Room Alert 12E’s power port.
- Plug the other end into a surge-protected power source.

Your Room Alert 12E is now powered and discoverable on your network!

NOTE

Use only AVTECH’s International Power Adapter. Others could damage the Room Alert 12E and void your warranty. If you don’t have one, please visit our online store at AVTECH.com.
Room Alert 12E

Step 2: Open And View Your Room Alert 12E In Your Web Browser

With The Built-In Interface

- Enter your Room Alert 12E’s IP address in your web browser’s address bar to access the interface.

OR

With Device Manager For Advanced Functionality

- Download and install AVTECH’s Device ManageR via your customer account at AVTECH.com/Downloads.

Step 3: Install Additional Components

Connect Included External Sensors

AVTECH’s external Digital Temperature Sensor and Power Sensor, shown here, come standard with the Room Alert 12E package.

Please install them according to the Installation Notes included with them.

Connect Other Compatible Components

If you purchased additional components that are compatible, install them according to the Installation Notes included with them.

NOTE

Please refer to Status and Settings in this manual for instructions on viewing and configuring your external sensors.
How To Use Room Alert 12E’s Web Interface

You may configure your Room Alert 12E through its built-in web interface. To access the interface, you may either:

- Select your Room Alert 12E in Device ManageR and click the “Open Web” button.
  
or
- Type the IP address of your Room Alert 12E monitor directly into the address bar of your web browser.

Your Room Alert 12E’s web interface has 4 tabs:

- Status
- Settings
- Help
- About

Status

To view your Room Alert 12E’s current sensor status, click **Status** in the navigation bar at the top of your screen.
Current Sensor Status Bar

Below the Status tab is the “Current Sensor Status Bar,” where you may view basic information about your Room Alert 12E and make temporary adjustments to the sensor display.

- You may find your Room Alert 12E’s name, current date & time, and MAC address here.

- To determine if your Room Alert 12E’s firmware is current, you may click Room Alert 12E vX.X.X at the right.

- To temporarily modify the refresh interval of the “Status” screen while viewing, which is 60 seconds (i.e., every 1 minute) by default, you may enter a value in seconds in the “Update Every” field. Click outside the field to temporarily commit the change.

- To temporarily toggle the temperature scale between Fahrenheit (F) and Celsius (C), click Fahrenheit or Celsius.

TIP

Your Room Alert 12E must be connected to the internet in order to check firmware versions.

NOTE

Refer to the Advanced section in this manual for instructions on setting the default status page refresh rate and temperature scale for Room Alert 12E.
Sensor Display Area

In the main viewing pane of the Status tab is the “Sensor Display Area.” Here you may view the current readings for your sensors, which are displayed in a grid on the screen as follows:

<table>
<thead>
<tr>
<th>Relay Output</th>
<th>Digital Sensors (includes Analog Input when enabled in Settings)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Light Tower or Relay Switch Sensor (when enabled in Settings)</td>
<td>Switch Sensors</td>
</tr>
</tbody>
</table>

With each sensor are displayed the status icons and labels, which you may configure in Settings  ➔ Sensors.

**Status Icons**

- ✅ Green circle with “✓” mark. Sensor is in a clear state.
- ⏺ Grey circle. Sensor has no alarm threshold set.
- ✗ Red circle with “X” mark. Sensor is in an alarm state.
Settings

To access your Room Alert 12E’s settings, click **Settings** in the navigation bar at the top of your screen.

**TIP**
You’ll see a prompt for your username and password whenever you click **Settings**. If you have not set up a password for your Room Alert 12E, simply click **OK** without entering anything.
Navigate to Settings → Network to open the “Network Settings” screen.

**Device Name**

To rename your Room Alert 12E:

1. Select the automatically-assigned name in “Device Name” and enter a new one of up to 15 alphanumeric characters.

2. Click Accept Changes at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

3. Click Save Settings in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**IP Address Configuration—DHCP**

To obtain an IP address automatically using DHCP:

1. Select Obtain IP Address Automatically.

2. Typically, leave the “BOOTP,” “DHCP,” and “AutoIP” at their default, Enabled.

3. Click Accept Changes at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

4. Click Save Settings in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.
**IP Address Configuration—Static IP**

To assign a static IP address:

1. Select **Use The Following IP Configuration**.

2. In “IP Address,” enter the new static IP address.

3. In “Subnet Mask,” enter the subnet mask.

4. In “Default Gateway,” enter the gateway IP address.

5. In “DNS Server IP,” enter the DNS server IP address.

6. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

7. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**TIP**

Make sure that you do not use an IP address that is already assigned to another device. Also, set the IP address within your current subnet range; otherwise, you may not be able to discover your Room Alert 12E.
Room Alert 12E

Ethernet Configuration

Typically, you may leave the “Ethernet Configuration” section at the defaults, which are shown below, for immediate use of Room Alert 12E.

![Ethernet Configuration Diagram]

However, if you connect your Room Alert 12E to a managed switch that controls your network traffic, you may need to change these settings:

1. In “MTU Size,” you may leave the default, 1024, or enter a value as low as 512.

2. You may uncheck “Auto Negotiate” and choose:
   - For “Speed,” 100 Mbps or 10 Mbps.
   - For “Duplex,” “Full” or “Half.”

3. In “Gratuitous ARP Broadcasts,” you may leave the default, “Enabled,” or choose “Disabled.”

4. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

5. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

SMTP Email

You may configure your Room Alert 12E to send alerts via email and email-to-SMS.

Navigate to **Settings → SMTP Email** to open the “Email Settings” screen.
1. Check **Email Enabled**.

2. Leave the **Email Footer Enabled** checked to include AVTECH contact information with email messages.

3. Check **Use SMS** to send a shorter email with a reduced character count.

4. In “Mail Server Port,” enter your mail server’s SMTP port. The default is 25, a commonly-used port.

5. In “Timeout,” you may leave the default, 5 seconds, or enter another interval.

6. In the “Mail Server” field, enter the domain name or IP address of your mail server.

7. In the “Return Address (From)” field, enter an email address that resides on your mail server. This is the address alert messages will come from.

8. In “Display URL,” you may leave the default, which is the IP address and port of your Room Alert 12E, or overwrite it with another IP address.

**Authentication (Optional)**

9. If your mail server requires SMTP authentication, check **Enable Authentication**.

10. In “Username” and “Password,” enter a valid username and password for your mail server that will facilitate authentication.
11. In “Email Addresses,” enter the email and email-to-SMS addresses that you’d like to send alerts to. Separate each address with a comma.

- Email address: ITMgr@YourCo.com
- Email-to-SMS address: 1235551900@ATT.txt.net
- Addresses separated by commas: ITMgr@YourCo.com, 1235551900@ATT.txt.net, etc.

12. Click Send Test Email. This button will automatically save any changes made to the “SMTP Email” tab before sending a test email message.

13. Click Accept Changes at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

14. Click Save Settings in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

TIP

If your test email is not received successfully, check your mail server’s SMTP relay settings, which must allow anonymous SMTP relay messages. If you entered a domain name for the Mail Server Address, you may need to rename it to the IP address or assign a static IP setting and have a DNS server IP address set.

Your password cannot be more than 11 alphanumeric characters.
Simple Network Management Protocol (SNMP)

Because your Room Alert 12E is fully SNMP-compliant, you have the option to monitor it with a 3rd-party monitoring application capable of performing SNMP queries. You may configure the Room Alert 12E to send SNMP Traps in response to a change in alarm states to up to three host systems running 3rd-party SNMP monitoring applications.

If you use a 3rd-party SNMP monitoring application:

- Obtain the Room Alert 12E MIB files through your customer account at AVTECH.com/Downloads and load them into your SNMP monitoring application. Otherwise, your application cannot properly translate the data it receives in the SNMP Trap.
- Ensure that your application uses SNMPv1.
- Note that your Room Alert communicates with your SNMP monitoring application using the standard port for the SNMP protocol, 161.

Navigate to Settings ➔ SNMP to open the “SNMP Settings” screen.
Room Alert 12E

SNMP Configuration

To begin configuring your Room Alert 12E for SNMP:

1. In “Community Name,” you may leave the default SNMP protocol community name—“public”—or enter a new name.

   **TIP**
   The community name you assign here must match the one in your 3rd-party SNMP monitoring application.

2. You may leave “Contact (sysContact)” blank or enter a person’s name to specify who is receiving the information.

3. You may leave “Location (sysLocation)” blank or enter the location of your Room Alert 12E monitor.

4. You may click **Use 2 digit SNMP** if you prefer to receive values in 2-digit rather than 4-digit format.

   **TIP**
   Room Alert 12E sends values to your 3rd-party SNMP monitoring application in 4-digit format by default. 78.55° F, for example, appears as 7855. In 2-digit format, your values are truncated, not rounded to the nearest number. In this example, 78.55 would appear as 78.

5. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

6. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.
SNMP Trap Sending Configuration

You may configure your Room Alert 12E to send SNMP Traps in response to a change in alarm state to up to three host systems running 3rd-party SNMP monitoring applications. Each host system you enter in these fields will receive the same SNMP Traps simultaneously.

To configure your Room Alert to send SNMP Traps:

1. In “Trap Send IP 1,” enter the IP address of the host system that runs your 3rd-party SNMP monitoring application.

2. In “Trap Sent IP 2” and “Trap Send IP 3,” you may enter the IP addresses of other host systems that run 3rd-party SNMP monitoring applications, or leave the default, 0.0.0.

3. Click Accept Changes at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

4. Click Save Settings in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

Sensors

You may configure alert thresholds for the internal temperature, external digital, external analog and external switch sensors connected to your Room Alert 12E in this screen. Your Room Alert 12E sends alerts in response to changes in these alert thresholds.

NOTE

For more information about AVTECH sensors and accessories, please refer to the Appendix at the back of this manual or visit the Sensors and Accessories sections of AVTECH.com.
Navigate to **Settings → Sensors** to open the “Sensor Settings” screen.

**General Alarm Configuration**

In “Degrees Within Threshold Before Alarm Is Cleared,” you may leave the default, 1, or enter a value between 0.1 and 25.5.

You may use this feature to adjust how close your digital temperature sensor readings must get to a high or low threshold before their alarms clear. For example, with the default setting here of 1°

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**NOTE**

Notice the “Alarm Profile” drop-down menu next to each sensor. If you have a Light Tower (any model) or Relay Switch Sensor connected to your Room Alert via a Light Tower & Relay Adapter, you may configure Alarm Profiles. Please refer to the **Alarm Options** section in this manual for further information.
and a high threshold of 80°, your temperature sensor will alarm when the temperature rises above 80° and clear when it falls below 79°; likewise, with a low threshold of 60°, the sensor will alarm when the temperature falls below 60° and clear when it rises above 61°.

**Internal Sensor Alarm Configuration (Internal Temperature Sensor)**

You may configure alert thresholds for the Internal Digital Temperature Sensor in the “Internal Sensor Alarm Configuration” field. The temperature range is -40° to 185° F (-40° to 85° C).

![Internal Sensor Alarm Configuration](image)

1. In “Sensor Label,” you may leave the default label, “Internal Sensor,” or rename it to something more descriptive, such as “Internal Temp.”

2. The “Alarm On” field is set at the default of “Temperature (F).”

3. Enter values in the “High” and “Low” field to set high and low temperature thresholds. Your Room Alert 12E will generate alerts in response to these temperatures.

4. Enter a value in the “Adjust” field to calibrate the Internal Temperature Sensor if its reading differs from a known temperature value at that location.

5. In “Use Alarm Profile,” which controls devices connected through the Light Tower & Relay Adapter Port, you may leave the default, “No Alarm,” or choose an Alarm Profile from the drop-down menu.

---

**NOTE**

Refer to the [Advanced](#) section in this manual for instructions on setting the default temperature scale.
6. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

7. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**External Digital Sensors Settings 1–3**

You may configure alert thresholds for the three external digital sensors in the “Sensor 1 – 3 Alarm Configuration” fields.

In the sample screen below, you see an external Digital Temperature Sensor in Sensor 1 (which corresponds to the 1st digital sensor port). The other two digital sensor interfaces appear in their default state when the 2nd and 3rd digital ports are unused.

Notice that the web interface detects the type of digital sensor automatically and enters it in “Sensor Type.”
1. In “Sensor Label,” you may leave the default label, “Sensor 1,” or rename it to something more descriptive, such as “Ext Temperature.”

2. The “Alarm On” fields automatically match the type of sensor you connect. In this example, the “Alarm On” setting is Temperature.

3. Enter values in the “High” and “Low” field to set high and low thresholds. Your Room Alert 12E will generate alerts in response to these temperatures.

4. Enter a value in the “Adjust” field to calibrate your digital sensor if its reading differs from a known value at that location.

5. In “Use Alarm Profile,” which controls devices connected through the Light Tower & Relay Adapter port, you may leave the default, “No Alarm,” or choose an Alarm Profile from the drop-down menu.

6. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

7. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**NOTE**
If you have a Light Tower (any model) or Relay Switch Sensor connected to your Room Alert via a Light Tower & Relay Adapter, you may configure Alarm Profiles. Please refer to the [Alarm Options](#) section in this manual for further information.

**TIP**
The options in these fields vary slightly depending on the type of digital sensor you connect.
Analog Sensor Settings

You may configure your 0-5 VDC analog sensor in these fields. In the example below, we are configuring AVTECH’s Current Loop.

1. In the set of fields on the right of the screen, click “Enable” to turn on the “Reference,” “Scale” and “Units” fields.
   - In “Reference,” enter values from 5 to 0 that represent the “High” and “Low” points of your analog sensor’s output signal range. In the case of the Current Loop, which outputs a signal of 0-5 VDC, we’ve left the default values.
   - In “Scale,” enter the “High” and “Low” points of the scale you want the “Reference” reading to be converted to. In our Current Loop example, we would like to convert 0-5 volts to 0-10 amps, so we’ve replaced the default of 5 in “High” with 10 and left the default of 0 in “Low.”
   - In “Units,” enter a 1- to 3-character label for the unit type that your readings will be measured in. If you are measuring amperage, as with the Current Loop, you might enter “A” or “Amp,” for example. Note that this field is merely a label and does not affect any of the calculations.

TIP

The “High” and “Low” fields in “Analog Sensor Settings” can hold up to 4 characters total: 4 numbers, such as 9999, or 3 numbers and a decimal point, such as 99.9.
2. In the set of four fields to the left of the screen, click “Enabled” to enable the sensor on the Room Alert web interface and Device ManageR software.

• In “High” and “Low,” you may leave the default, 0—which means no alarm is configured—or enter values of up to 4 characters that fall within the “Scale” range from the previous step. In our example, we entered a conversion scale of 0 to 10 (amps) in the previous step for the Current Loop, and we’ve chosen to generate alarms at the high and low thresholds of 6 and 2 (amps). Note that if you decided not to enable the “Reference,” “Scale” and “Units” fields in the previous step, you must enter numbers within the range 0 to 5 (for 0-5 VDC).

• In “Sensor Label,” you may leave the default, “Analog Sensor 1” or choose something more descriptive, such as “Current Loop” or “Cryogenic Temp.”

3. In “Use Alarm Profile,” which controls devices connected through the Light Tower & Relay Adapter port, you may leave the default, “No Alarm,” or choose an Alarm Profile from the drop-down menu.

NOTE

If you have a Light Tower (any model) or Relay Switch Sensor connected to your Room Alert via a Light Tower & Relay Adapter, you may configure Alarm Profiles. Please refer to the Alarm Options section in this manual for further information.
**External Switch Sensor Settings 1–4**

You may configure the alert state for the four external switch sensors in the “Switch Sensor Settings” fields. Shown below are the default settings for the four switch sensors.

<table>
<thead>
<tr>
<th>Sensor Label</th>
<th>Alarm On</th>
<th>Alarm Profile</th>
</tr>
</thead>
<tbody>
<tr>
<td>Switch 1</td>
<td>Closed</td>
<td>No Alarm</td>
</tr>
<tr>
<td>Switch 2</td>
<td>Closed</td>
<td>No Alarm</td>
</tr>
<tr>
<td>Switch 3</td>
<td>Closed</td>
<td>No Alarm</td>
</tr>
<tr>
<td>Switch 4</td>
<td>Closed</td>
<td>No Alarm</td>
</tr>
</tbody>
</table>

Your Room Alert 12E monitors your switch sensors for an “Open” or “Closed” circuit state. Room Alert defaults to alarming on “Closed,” as you can see above; you may, however, need to change that depending on the type of sensor. AVTECH’s Motion Sensor, for example, is “Open” when it detects movement and “Closed” when it doesn’t; in that case, you would typically want to configure the sensor to alarm on “Open” or when motion is detected.

**The Alarm And Clear State Of Your Switch Sensor**

To determine the alarm and clear state of your sensor, you may either refer to its Installation Note or see for yourself by physically connecting your sensor to your Room Alert and then observing what happens to its circuit state in the Status page.

After you connect your sensor and before you configure it in the Settings page, follow these steps:
1. Click the **Status** tab at the top of your screen in the web interface.

2. Scroll down to the Switch Sensors and look at the circuit state of the channel you connected your sensor to. If you connected your sensor to the first switch sensor port on Room Alert, look at Channel 1; if you connected it to the second, look at Channel 2, etc.

3. Notice the circuit state of Switch 1. It should show the normal state, which in this case is “Closed.” (Ignore the red color coding for now. We haven’t configured the sensor yet, so it’s still set at the default: alarm on closed.)

4. Now put the sensor into an alarm state. To put a Motion Sensor into an alarm state, for example, wave your hand in front of it.

5. Look at the circuit state at the same time. You should see it switch to the opposite of normal. In this example, if normal is “Closed,” you see the alarm state as “Open.” (Again, ignore the green color coding for now.)

Now that you’ve checked what “Open” and “Closed” mean on your switch sensor, navigate to **Settings** → **Sensors** to configure your options in “Switch Sensor Settings”:

1. In “Sensor Label,” you may leave the default, “Switch 1” (2, 3 or 4) or enter something more descriptive, such as “Ext Motion” or “Main Entry.”

2. In “Alarm On,” select the alarm state (“Open” or “Closed”) required to initiate an alarm, which you determined on the “Status” page. In our example, the alarm state to trigger an alarm is “Open.”

3. In “Use Alarm Profile,” which controls devices connected through the Light Tower & Relay Adapter port, you may leave the default, “No Alarm,” or choose an Alarm Profile from the drop-down menu.

**NOTE**

If you have a Light Tower (any model) or Relay Switch Sensor connected to your Room Alert via a Light Tower & Relay Adapter, you may configure Alarm Profiles. Please refer to the **Alarm Options** section in this manual for further information.
Room Alert 12E

4. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

5. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**TIP**

For any of the switch sensor sets you leave unused on your Room Alert 12E, choose **Disabled** from the “Alarm On” drop-down menu to avoid confusion or false alerts.

### Advanced Sensor Configuration

Check **Trigger Alarm If Sensor Is Disconnected?** if you want to receive an alert if any of the 3 external digital sensors become disconnected from the Room Alert 12E. This check box is blank by default.

### Alarm Options

Navigate to **Settings → Alarm Options** to open the Alarm Options screen. Here you may configure devices connected through your Light Tower & Relay Adapter port and your Room Alert 12E’s built-in relay output port.
**Light Tower / Relay Configuration**

In “Light Tower / Relay Configuration,” you may configure devices connected through your Room Alert 12E via the Light Tower & Relay Adapter.

A Light Tower & Relay Adapter gives you the option to add an AVTECH Light Tower, Light Tower w/Audio or Relay Switch Sensor. You may also connect a low-voltage device directly to the built-in relay port on the Light Tower & Relay Adapter.

Shown here is a sample configuration:

The Light Tower w/Audio in this configuration can be replaced with a standard Light Tower or Relay Switch Sensor. For more information about AVTECH sensors and accessories, please refer to the Appendix at the back of this manual or visit the Sensors & Accessories sections of AVTECH.com.
In this example, we’ll configure a Light Tower w/ Audio.

1. In “Light Tower / Relay Label,” you may leave the default, “Light Tower 1” or enter your own, such as “Server Rm RYG.”

2. In “Connected Light Tower / Relay,” select from the appropriate option from the choices in the drop-down menu. For this example, we are choosing **Red/Yellow/Green w/Audio** for the Light Tower w/Audio.

3. Once you choose your device, the “Alarm Profiles” grid beneath it expands. Here you may select “On” or “Off” from the drop-down list for each feature of the device.

   - In the “On Boot” column: Select what each feature does response to the Room Alert 12E rebooting. The default is “Off.”

   - In the “Profile 1-3” columns: Create up to 3 different sets of on/off actions to associate with sensors when they go in and out of an alarm state. The default for each feature is “Off.”

Above, you see the grid for the Light Tower w/Audio (including the built-in relay port on the Light Tower & Relay Adapter). In this example, we’ve configured Profile 1 and Profile 2.

**TIP**

The alarm options available in the “Feature” column vary depending on the device you select.
**Relay Action 1 Configuration**

Here you may set the device connected through the built-in relay output port to turn on or off in response to your Room Alert 12E rebooting or its sensors going in and out of alarm state.

![Relay 1 Action Configuration](image)

1. In “Sensor Label,” you may leave the default, “Relay 1,” or enter something more descriptive, such as “Server Rm AC.”

2. In the “On Boot” column, you may select what the relay output does in response to the Room Alert 12E rebooting. The default is “Off.”

3. In the “Profile 1–3” columns, you may create up to 3 different sets of on/off actions to associate with sensors when they go in and out of an alarm state. In this example, we’ve configured Profile 1 and left Profiles 2 and 3 at the default of “None.”

**Associate Alarm Profiles With Sensors**

Each sensor is set at “No Alarm” by default: the Light Tower (any model), built-in LTA relay, Relay Switch Sensor and built-in relay output port therefore do nothing when that sensor goes into an alarm state. Once you configure at least 1 profile, you may associate it with a sensor. When that sensor goes into an alarm state, features of those devices react by turning on or off.

In our example, we will associate Profile 1 with an external Digital Temperature Sensor and Profile 2 with an external Room Entry sensor.

1. Navigate to Settings → Sensors.

2. Find your sensor’s interface and choose the profile you’ve configured from the drop-down list in “Use Alarm Profile.”

![Sensor 1 Alarm Configuration](image)
Room Alert 12E

3. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

4. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**TIP**

Alarm Profiles do not affect alerts sent by email or modem.

Security

By default, the Room Alert 12E does not require log in credentials; you may, however, create a password for your Room Alert 12E for extra security.

Navigate to **Settings ➔ Security** to open the “Security Settings” screen.

1. In “Web Password,” you may create a log in password of up to 15 alphanumeric characters for your Room Alert 12E.
2. Re-enter the password in the “Confirm Password” field to verify.

3. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

4. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**NOTE**

If you forget your password, you can reset your Room Alert 12E settings to the factory defaults. Please see the **How To Reset Room Alert 12E To Factory Defaults** section of this manual for more information. There is no other alternative.

**TIP**

Use only letters and numbers in your log in password—no special characters, please.
**Room Alert 12E**

**Advanced**

You may configure a number of advanced options here, including Status screen defaults, Device ManageR “Push,” time & date, and trace output.

Navigate to **Settings → Advanced** to open the “Advanced Settings” screen.

<table>
<thead>
<tr>
<th>Status</th>
<th>Settings</th>
<th>Help</th>
<th>About</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAC Address: XX-XX-XX-XX-XX-XX</td>
<td>Version: XXX</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Advanced Settings

#### Status Page Configuration
- **Refresh Rate (seconds):** 60
- **HTTP Port:** 80
- **Temperature Scale:** Fahrenheit
- **Sensors to Display:** All Sensors

#### Device ManageR Push Configuration
- **Enable Device ManageR Push:** [ ]
- **Server IP Address:** 0.0.0.0
- **Server Port:** 8080
- **Push Interval:** 1 Minute

#### Time & Date Configuration
- **Time Zone:** GMT (Greenwich Mean Time (London, Lisbon))
- **Time Format:** MM/DD/YY Hour:Minute:Second
- **Time Display:** 24 hour
- **Daylight Savings:** [ ]
- **Adjust For Daylight Saving Time (+1 hr):** [ ]
- **Time Server IP:** 192.82.1.201
- **Time Server Auto Refresh:** 24 Hours

#### Trace Configuration
- **Enable Tracing:** [ ]
- **Trace Port:** 143

[Accept Changes]
Status Page Configuration

You may set defaults for the Status screen here.

1. In “Refresh Rate (seconds),” enter the number of seconds you would like the Status screen to refresh at. You may enter a value from 1 to 65535. The default is 60 seconds (i.e., every 1 minute).

2. In “HTTP Port,” you may change the port number your web browser uses to connect to your Room Alert’s web interface. It uses port 80 by default.

3. In “Temperature Scale,” you may choose “Fahrenheit” or “Celsius” from the drop-down list. “Fahrenheit” is the default.

4. In “Sensors To Display,” you may choose “All Sensors” or “Only Connected” from the drop-down list. Selecting “Only Connected” will hide the digital sensor channel if there is no digital sensor connected to your Room Alert 12E.

5. Click Accept Changes at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

6. Click Save Settings in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

Device ManageR Push Configuration

By default, Device ManageR queries your Room Alert 12E for sensor values at defined intervals. However, you may configure your Room Alert 12E to proactively send sensor updates to Device ManageR by enabling “Device ManageR Push.”

Enabling “Device ManageR Push” is an advantage for two reasons:

- Your Room Alert 12E can communicate with Device ManageR without triggering any firewalls between the two. Firewalls typically allow out-going connections while blocking in-coming connections.
Room Alert 12E

- Your Room Alert 12E can immediately send an update to Device ManageR when it detects an alarm, regardless of any intervals you have configured either in this section or in the Device ManageR discovery interval.

![Device ManageR Push Configuration](image)

To enable Push to Device ManageR from your Room Alert 12E:

1. Select **Enable Device ManageR Push**.
2. In “Server IP Address,” enter the IP address of Device ManageR’s host system.
3. In “Server Port,” enter the port Device ManageR uses. The default is 8080.
4. In “Push Interval,” choose the number of minutes you would like between pushes from the drop-down list.
5. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.
6. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**Time & Date Configuration**

You may set the time and date defaults for your Room Alert 12E here.

![Time & Date Configuration](image)
1. In “Time Zone,” select your time zone from the drop-down list. Greenwich Mean Time (GMT) is the default.

2. In “Time Format,” you may select either the MM/DD/YY or DD/MM/YY date format from the drop-down list. Month first is the default.

3. In “Time Display,” you may select the 12- or 24-hour format from the drop-down list. The 24-hour setting is the default.

4. Select **Daylight Savings** if you would like your Room Alert 3E time setting to compensate by +1 hour for daylight savings time.

5. In “Time Server IP,” you may leave Room Alert’s default Network Time Protocol (NTP) server IP address, 198.82.1.201, or enter another time server IP address.

   However, if you’d rather enter your NTP hostname, such as “time.nist.gov,” click **Resolve hostname?**

   - When the “DNS Resolver” dialog box opens, enter the hostname of your time server and click Resolve.

   ![Enter your NTP hostname and the device will attempt to resolve the IP address. (e.g. time.nist.gov)](image)

   - After the resolver successfully translates the hostname into an IP address, click Insert to put that IP address into the “Time Server IP” field in the Advanced Settings screen.

   ![Resolve was a success!](image)

   ![Resolved IP: 216.171.120.36 Click Insert to put the resolved IP into the setup form.](image)

   ![Time Server IP](image)

6. In “Time Server Auto Refresh,” you may select how often Room Alert 12E automatically synchronizes with your time server.

   - You may leave the default, “24 Hours,” or choose another interval, as frequent as 10 minutes, from the drop-down list. You may also disable time synchronization by selecting Disabled from the drop-down list.
Room Alert 12E

- You may manually synchronize the time by clicking **Update Now**. Clicking this button does not affect the “Auto Refresh” interval.

7. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

8. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

**Trace Configuration**

You may configure your Room Alert 12E for trace output, which is useful for troubleshooting. Trace output shows the communication between your Room Alert 12E and the specified mail server, as well as other information, such as the current firmware version, IP address, MAC address and requests to web pages.

To configure trace output:

1. Select **Enable Tracing**.

2. In “Trace Port,” you may leave the default port, 143, or enter another port number.

3. Click **Accept Changes** at the bottom of your screen to temporarily save your settings. You may now navigate to another screen; however, if you close the web interface before the next step, you will lose your changes.

4. Click **Save Settings** in the navigation bar to the left of your screen. Your Room Alert 12E will automatically reboot and commit your changes.

You may then use any standard telnet or terminal application to view the trace output in real time on the configured port.
Help

Click the **Help** tab to open the Room Alert 12E Help screen, which provides helpful links and contact information for AVTECH support resources.

You may find the version number and release date of the firmware that is installed on your Room Alert 12E on this screen. To check if your Room Alert 12E has the most current version, click **Click Here To Check For Updates**.

**TIP**

Your Room Alert 12E must be connected to the internet in order to check for newer firmware versions. Thank you.
About

Click the About tab to open the Room Alert 12E About screen, which provides helpful links and contact information for AVTECH sales and support resources.

You may find the version number and release date of the firmware that is installed on your Room Alert 12E on this screen. To check if your Room Alert 12E has the most current version, click Click Here To Check For Updates.

TIP

Your Room Alert 12E must be connected to the internet in order to check for newer firmware versions. Thank you.
Updating & Troubleshooting Your Room Alert 12E

How To Download Firmware & Software Updates From AVTECH.com

Software and firmware updates are available to licensed customers with current “Maintenance Support & Update Service” (MSUS). To download:

1. Go to AVTECH.com/Downloads, or click Downloads on the menu bar at the top of the screen at AVTECH.com.

2. In the Downloads page, enter the following user account information in the “Customer Access” box:
   - Your username, which is the email address we have on file for you
   - Your organization’s password.

3. Click Login.

4. Once you’ve logged in, you’ll see which software and firmware products you are currently enabled for. To download, click the Download Now button next to the appropriate product.

**TIP**

Your user account information (download username & password) was emailed to you when you purchased your Room Alert 12E. This can be emailed to you again upon request.

How To Update Room Alert 12E’s Firmware

1. Download and save the most recent firmware update for Room Alert 12E from your customer account at AVTECH.com/Downloads.

2. Open AVTECH’s Device ManageR. (If you don’t already have it installed, download it from your customer account.)

3. Select the Room Alert 12E option under the Device Status tab in the navigation bar to the left of your screen.

4. Click the Update Firmware link shown under the product name (or the Update Firmware button shown at the top of the screen).

5. Then follow the on-screen instructions to complete the update.
How To Discover Room Alert 12E When Your Network Blocks UDP Broadcasts

If your network blocks UDP broadcast packets on port 30718, AVTECH’s Device ManageR might not be able to automatically locate the Room Alert 12E monitor.

To manually discover your Room Alert 12E, use the Advanced Discovery option in AVTECH’s Device ManageR Application:

1. Open AVTECH’s Device ManageR. (If you don’t already have it installed, download it from your customer account at AVTECH.com/Downloads.)
2. Navigate to Advanced Discovery under the “Device Status” tab in the navigation bar to the left of your screen.
3. In the “Advanced Discovery Options” dialog box, click Manually Add Device/s Via IP Address.
4. Enter your Room Alert 12E’s IP address or the range of IP addresses assigned to DHCP devices on your network.
5. Click Begin Scan, which initiates a TCP scan on port 30718.
6. When the scan is complete, click Close Window and your Room Alert 12E should be automatically added to the list of discovered devices.

How To Reset Room Alert 12E To Factory Defaults

You may need to reset your Room Alert 12E to factory defaults if:

- You are moving it to a new location and it must be reconfigured.
- It has been assigned invalid network settings and is therefore inaccessible.
- You have lost your Room Alert 12E’s password.

If your Room Alert 12E is accessible on the network, to reset it to factory defaults:

1. Navigate to Settings in the web interface.
2. Click **Reset Defaults** in the navigation bar to the left.

3. Click **Yes** when prompted with “Are you sure you want to Reset Factory Defaults?”

4. Your Room Alert 12E will automatically reboot and attempt to obtain an IP address via DHCP.

5. To automatically discover your Room Alert 12E on your network, open AVTECH’s Device ManageR. (If you don’t already have it installed, download it from your customer account at AVTECH.com/Downloads.)

**If your Room Alert 12E is not accessible on the network, to reset it to factory defaults:**

1. With your Room Alert 12E connected to the network and powered on, press and hold the reset button for at least 10 seconds until the left LED over the network jack turns off and then on again.

2. Your Room Alert 12E will automatically reboot and attempt to obtain an IP address via DHCP.

3. To automatically discover your Room Alert 12E on your network, open AVTECH’s Device ManageR. (If you don’t already have it installed, download it from your customer account at AVTECH.com/Downloads.)

**TIP**

**IMPORTANT:** When you reset to factory defaults, you lose all of your previously configured settings, including password security.
Introduction To AVTECH’s Device ManageR

Device ManageR is AVTECH’s all-in-one software solution for the discovery, management, monitoring, alerting, logging, graphing, automatic action and more of AVTECH’s physical environment monitoring hardware and Axis network cameras.

Manage Unlimited Room Alert & TemPageR Monitors

✓ Control all of your Room Alert and TemPageR units from a single web browser interface, accessible from anywhere by internet.
✓ Take automatic corrective actions, run scripts and notify unlimited contacts on the device of their choice.
✓ Use dashboard widgets to customize your interface and display the information most important to you in real time.
✓ Automatically log and graph all of your sensor data for a comprehensive history of environmental conditions. Control the log file size automatically.

Manage Unlimited Network Cameras

✓ View all of your Axis camera displays simultaneously—and control who has access!
✓ Automatically email Axis camera snapshots in response to alert conditions.
✓ Customize your alerts with links to your Axis cameras for one-click access to real-time video.

Expand Device ManageR’s Functionality With Plugins

✓ Send customized reports with advanced statistics according to a schedule or in response to alert conditions. Modify according to each user’s needs.
✓ Log off, shut down, reboot and execute commands on Windows and Linux / Unix systems across your network.
✓ Automatically text or call contacts with alerts using a text, voice or GSM (satellite) modem.

A license for Device ManageR is included FREE with the purchase of any AVTECH environment monitor. Download it now from your customer account at AVTECH.com/Downloads.
# How To Purchase AVTECH Products

AVTECH products are available for purchase around the world and used in 179 countries. You can purchase through your favorite reseller, direct from AVTECH, or online through our store. When ordering from AVTECH, we are happy to accept your organization’s purchase order (PO), as well as payment via credit card or wire transfer. Most orders ship the same or next business day.

**Resellers: Order Through Your Favorite Reseller** - Ask them to contact AVTECH on your behalf. AVTECH has an established and professional network of Resellers world-wide and can set up new Resellers in minutes.

**Phone:** 888.220.6700 / 401.628.1600 (9-5 EST) - Call AVTECH direct and ask to speak with a “Product Specialist”. They can take your order by phone for immediate processing or provide you with an immediate PDF quote by email. If you are outside of the U.S. or Canada, please ask to speak with an “International Product Specialist” as they can address international shipping and customs concerns.

**Website:** EnvironmentMonitor.com (Anytime) - Place your order online at anytime through the AVTECH store for immediate processing. International money rates are available online to view pricing and make payment in your local currency. Combination specials are available on our store.

**Email:** Orders@AVTECH.com (Anytime) - Send your organization’s purchase order (PO), completed and scanned quote form or order instructions to AVTECH via email. We prefer to receive POs in PDF format although can accept Word and Excel formats if necessary. Other file formats are not accepted.

**Fax:** 401.628.1601 (Anytime) - Send your purchase order (PO), completed quote form or order instructions to AVTECH via fax at any time. Faxes are received in a secure facility.

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### Extended Service & Support

GoToMyDevices is the primary online venue for customers working with Room Alert monitors and includes the services previously provided through our Maintenance Support & Update Service (MSUS) program. It will allow:

- AVTECH's 30 Day Satisfaction Guarantee on new purchases
- Coverage under AVTECH's hardware Limited Warranty service
- Download access to licensed firmware, software & MIBs
- Access to U.S. based technical support services
- Access to your product specialist or reseller
- Tracking of order shipments from fulfillment to delivery location
- Subscription setup and ongoing management
- Management of your contact and billing information

During your active subscription to GoToMyDevices, AVTECH will make all of the above available to the subscriber and those people they share their subscription with. However, GoToMyDevices is more than just a source for downloads, technical support and managing your account. It is AVTECH’s advanced cloud solution for monitoring Room Alert devices... the world’s most popular IT & facilities environment monitors. GoToMyDevices enables anyone to use Room Alert monitors, regardless of their skill level or technical capabilities. Even better, users enjoy the same look and feel from any mobile device, whether they use a phone, tablet, laptop or desktop computer. Check it out and see for yourself why many of the world's leading corporations call it, “the best management platform of its class.”

GoToMyDevices allows users to monitor, alert, log, graph, view, report, manage and protect.

Technical Support services are available 9-5 EST Monday through Friday. The best way to start a support request is by opening a ticket online at GoToMyDevices.

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### Contact Us

**AVTECH Software, Inc.**
16 Cutler Street, Cutler Mill
Warren, RI 02885-2761 USA

Sales: 888.220.6700
Phone: 401.628.1600
Fax: 401.628.1601

### Visit Us & Our Store

AVTECH.com
RoomAlert.com
GoToMyDevices.com
EnvironmentMonitor.com

Most Orders Ship the Same or Next Business Day

### Trademarks


### Privacy Promise

AVTECH does not sell or share your email or other contact information, however, AVTECH uses some email marketing because our prospects and customers consider it important and convenient. When we do, AVTECH provides customers with an easy means to decline further email of that type.

### Current Versions

To confirm your organization is running current software and firmware versions or to download these versions for any licensed AVTECH product under Extended Service & Support, please visit www.AVTECH.com and look for the 'Current Versions' box on the 'Downloads' page.

### Tell Us Your Story

We truly want to know when we do well and when we miss expectations. Working to provide the best products and services means making changes that typically succeed and sometimes fall short. Please email us your feedback at Feedback@AVTECH.com. It is always appreciated. Thank you.
Protect Your Facility... *Don’t Wait Until It’s Too Late!*