

Emvolio Dashboard *User Guidebook*

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Version 1.2

About this Manual

The purpose of this User Guidebook document is to help the user understand the Online portal and its functions and Operations. It is important that you read and adhere to all the instructions and notes contained in this manual before using the Online Portal.



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Instructions 5

This section outlines the general conventions and instructions to be followed when using this User Manual.

Conventions:

The following are the common typographic conventions used in this manual:

- Italics: indicates captions/remarks on graphical and pictorial content.
- Bold: Indicates important information/concepts to be remembered.
- Note: This indicates important information that should be remembered when using Emvólio. It is indicated by the 'i' symbol.

Problem Reporting Instructions:

For resolving any issue(s) that may be encountered during normal operation of the portal, perform the following steps:

- Document the issue: Record any details of the issue(s) occurring on the portal.
- Contact Blackfrog Technical Support team through any of the following means:

Email: support@blackfrog.in

Mob: +91 72043 76004 Phone: 0820 - 2572478



Introduction

The Online Portal is a web-based tool designed for monitoring Emvólio on its deployments, and to track data on device usage, performance, location and other data points. The Online Portal enables the user to remotely track and monitor devices deployed on the field. The Online Portal may be accessed through the following link:

https://dashboard.myemvolio.com

Overview of the Portal

The Online Portal consists of the following major sections:

- Login Screen
- · Dashboard Homepage
- Device Information

Login Screen:

The Login screen contains the user credentials input fields. This page enables the user to authenticate themselves and login to the dashboard.

Dashboard Homepage:

The dashboard homepage is the default screen of the dashboard, and this will be visible when logged in. This screen is further split into three sections, namely header, device list and device information sections. The user can browse through the list of devices and select any specific device for obtaining more information from the homepage.

Device Information:

On selecting a device, the device information section will display the Temperature graph and location information. This section also includes options to select the date/time range for device usage data, and an option to download the data in the form of MS Excel sheet or PDF file.



Login Screen 7

The following screenshot shows the login screen for the Portal:



Login screen to the Portal

The steps to login to the Portal are as follows:

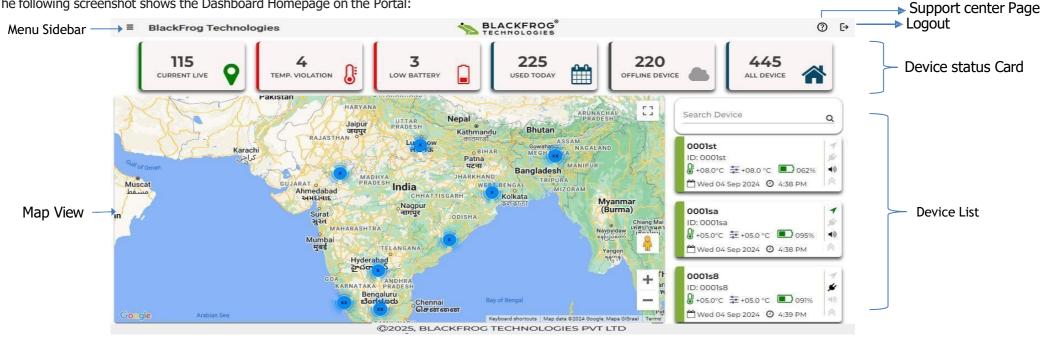
- A. Navigate to the link of the portal (https://dashboard.myemvolio.com)
- B. In the Username field, enter the email ID provided by Blackfrog.
- C. In the Password field, enter the corresponding password for the email ID.
- D. Click on Login button. If the credentials entered are correct, the website will login and proceed to the Dashboard Homepage.



In case the login credentials entered are incorrect, the login screen will display the error message: "**Oops! Please check your email id**". If this error is displayed during login, please re-enter the user credentials correctly. If the error is still displayed after entering correct credentials, contact the Blackfrog Technical Support team to resolve the issue.





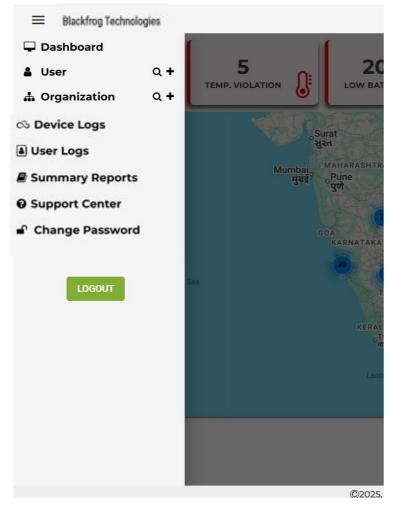


The following are the sections on the Dashboard Home Page:

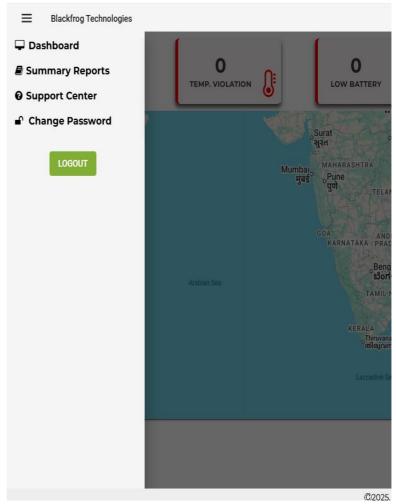
- Menu Sidebar: This displays the Menu options for the portal. It contains the navigation options for Dashboard Homepage, User Registration, Organization Registration, Support Center and Change Password. The menu sidebar has different accessible sections based on the **Admin** or **User** status of the credentials.
- **Device Status Cards:** These cards describe the different collective details of the devices listed under the provided credentials to the platform. The cards include numbers for the following information: Number of Live Devices, Number. of Devices having Temperature Violations, Number of Devices with Low Battery, Number of Devices Used Today, Number of Offline Devices, Total Number of devices.
- Device List: This section displays the list of devices that can be monitored through the platform. The list is made up of device cards, with each card having the following information: Location/Alias, Device ID, Average Device Temperature, Device Set temperature, Battery Level, Last Used Date, Last Used Time, lid open status. The cards have a colored tag that indicates the device parameters: a 'green' color indicates the device is currently being used at acceptable battery and temperature levels; 'red' indicates the device has a temperature level outside the acceptable range or a battery level below 20%; 'grey' indicates that the device is currently offline, but information about its usage can be accessed.



Device Information: This section displays graph, location and movement information for the selected device. This section also has options to modify the duration for viewing data, and an option to download the device data in the form of an Excel sheet or PDF.



Admin Access



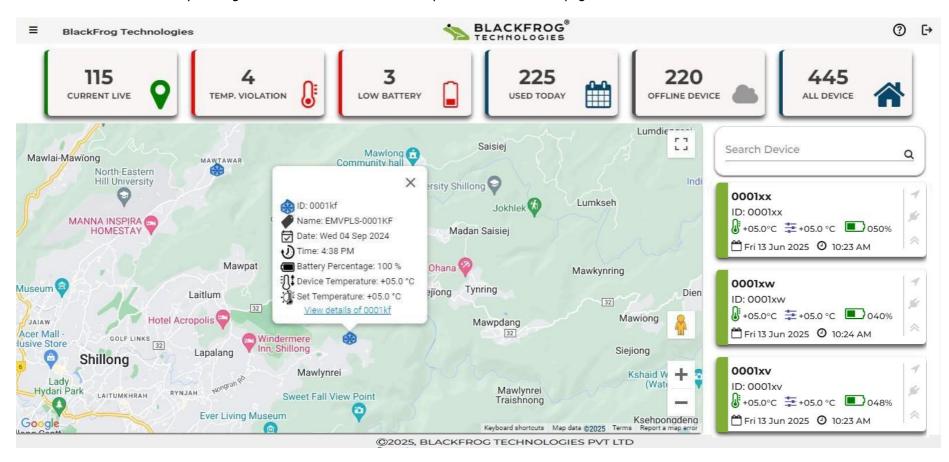
User Access

Dashboard Home screen displaying menu for Admin and User roles



The steps to view data for a device is as follows:

- A. Login to the Online Portal and navigate to the Dashboard Homepage.
- B. From the Device List, select the device for which the data has to be viewed/retrieved. The Device Search field can also be used to quickly find the required device.
- C. After finding the device, click on the device card to view the Temperature Graph, Location information and device usage data (in text) in the Device Information section.
- D. The user can view the device details by clicking on the Emvolio marker in the map view from the home page.

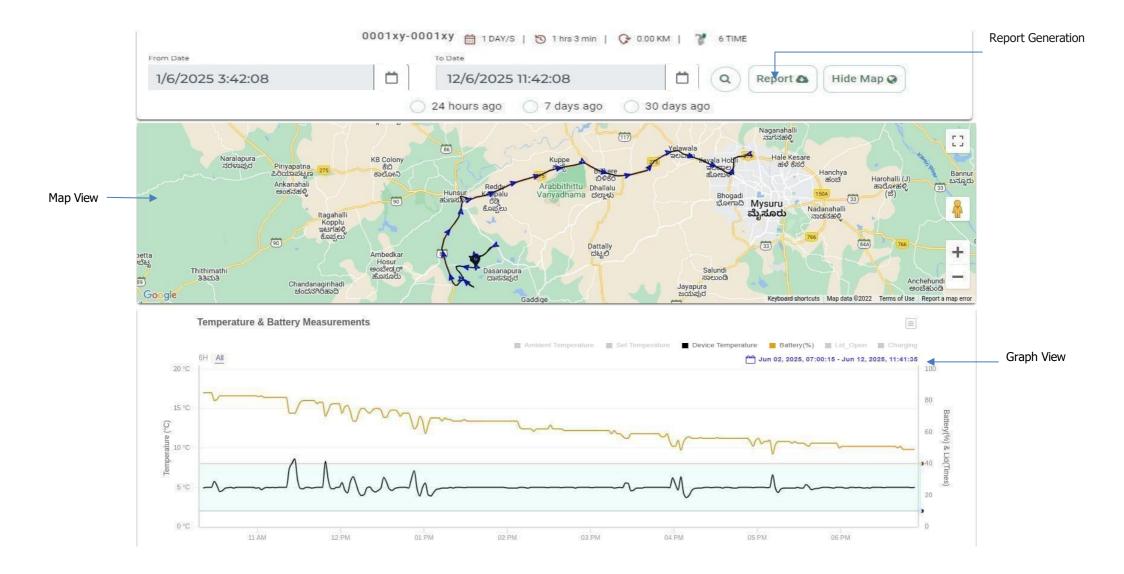


Using device search to display data for required device



Device Information 11

The following screenshot shows the Device Information section on the Dashboard Homepage:





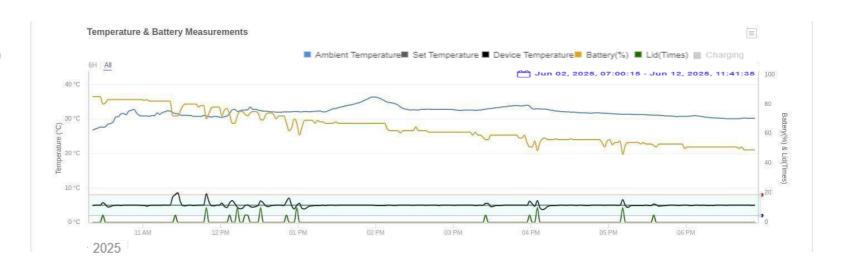
The following are the main components in the Device Information section:

- **Graph:** This component displays the graph of the operating temperatures, battery percentage, Lid count and charging status.
- **Location:** This component displays the locations travelled by the device over the selected duration on a map display.
- **Date/Time Range:** This component allows to choose the duration of the data being displayed.
- **Download Excel:** This button allows the user to download the device data for the selected duration in the form of an MS Excel sheet.
- Download PDF: This button allows the user to download the device data for the selected duration in the form of a PDF file.

Graph:

The Graph component in the Device Information section displays the device statistics in the form of a graph, for the selected duration. The graph consists of discrete data points which are the updates sent by the device to the server. The data displayed on the graph is as follows:

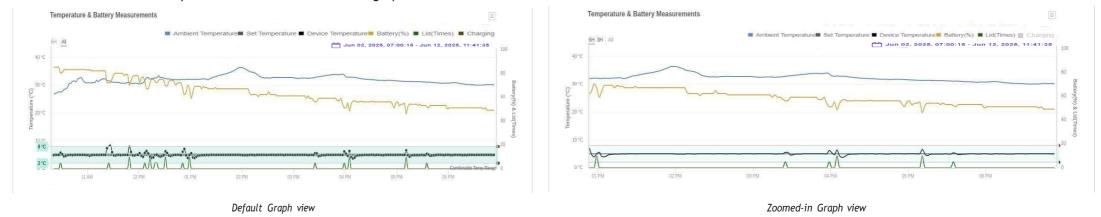
- Battery Percentage (in Yellow)
- Ambient Temperature (in Blue)
- Device Temperature (In Black)
- Set Temperature (Grey Dashed Line)
- Higher & Lower Temperature limit indicators (Red & Blue Lines)
- Lid opening count (in Green)
- Charging (in Dark green)
- Safe temperature range (in Light Green)





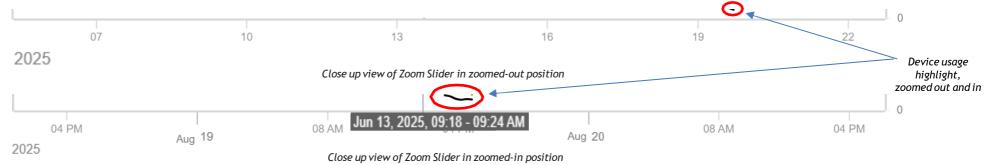
The following functions are available in the Graph section for easier analysis of data:

• **Zoom:** A zoom function is provided on the graph component to allow the user to enlarge selected areas and observe data points more accurately. The zoom function is controlled by the slider at the bottom of the graph.

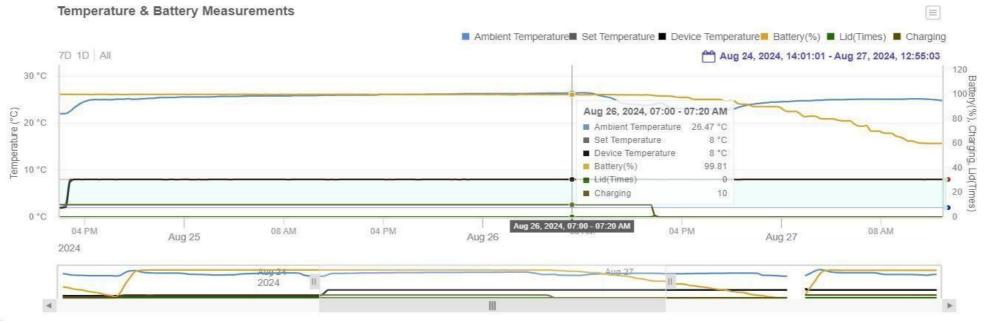


To zoom into any specific area of the graph, the steps to be followed are:

- A. Select a duration for the data on the graph.
- B. Use the two ends of the zoom slider provided at the bottom of the graph component to zoom in/out of the graph area. Drag the end of the slider towards the area to be zoomed into to enlarge the view.
- C. Move the slider to shift between different areas of the graph when zoomed in.

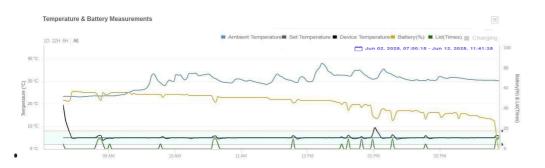


• **Highlight:** When a point on the graph is highlighted with the mouse pointer, a pop-up window will appear with the data at that specific point. This helps in analyzing the data at any specific point of time.



Highlighted Data point with values displayed

• **Enable/Disable Data Types:** To enable easier analysis of data, the data on the graph can be toggled between on/off state so as to keep only the required data types on the graph. This can be performed by clicking on the data type listed in the legend at the top of the graph. Clicking on a data type will enable/disable it.

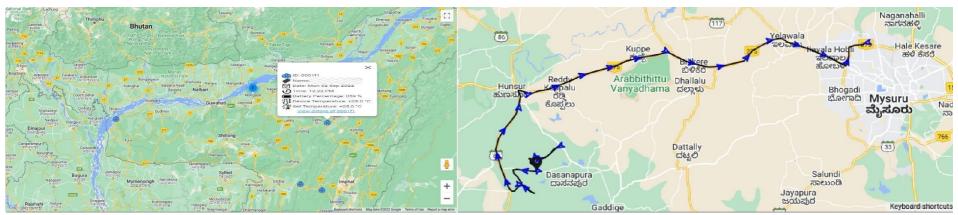






Location:

The Location component in the Device Information section displays the reported location of the device for the specified time period, in the form of a map overlay. The lines on the map indicate the path travelled by the device during the specified time period.



Device location along with device details and travelling pattern

Usage Details:

This section displays information about the total count of days and cumulative number of hours for which the device has been used. It also shows the total distance that the device has travelled along with the lid opening count for the device over the set Date/Time Range.



Section displaying usage details

Date/Time Range Filter:

This component allows for selection of the duration for which data is displayed on the graph & location components. It includes a 'From Date' and 'To Date' field, which sets the initial and final dates for the data required. The same can also be set through the date feature above the graph. This can be done with a calendar for initial and final dates with an hours and minutes scrolling wheel to set the time. A Search icon is placed next to the Download Excel and Download PDF options to confirm the data parameters selected.

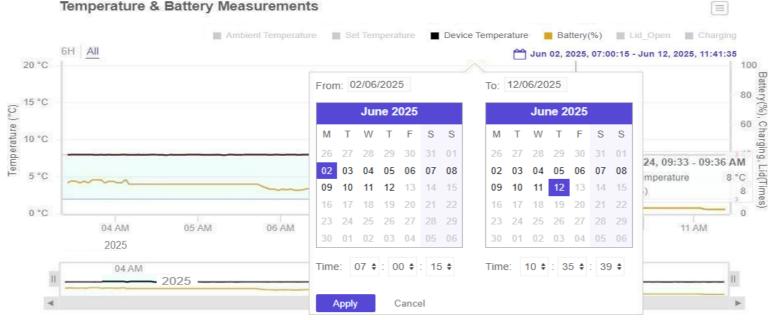


To set a custom time range for the data, the steps are as follows:

- A. Click on the calendar icon on the 'From Date' field. Use the calendar to select and click on the day, month and year of query along with the initial time.
- B. Perform the same step for the 'To Date' field. Click on the 'Clear' option to reset the query, and the 'Today' option to select the current date and time.
- C. Click on the Search icon to confirm the selected parameters and wait for the data to load. Repeat the process to change the data parameters as required.
- D. Click on the time period icons displayed on the top left corner of graph ('1D', '12H', '6H' etc.) to obtain graph for a specific time range within a day. (D day, H hours)



Step a: Custom Date/Time selection field



Step b: Setting the custom date/time field





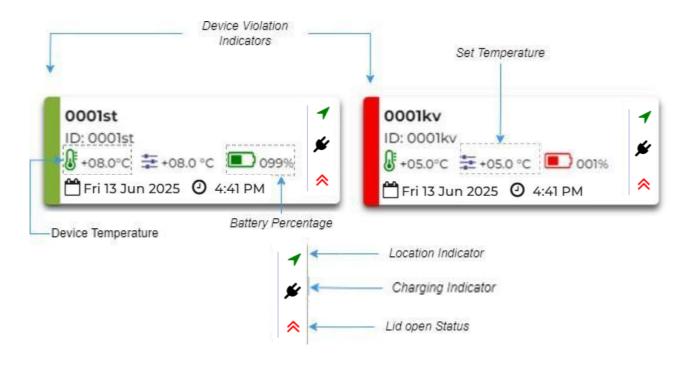
Step c: Graph for the selected date & time parameters





Device Card:

The device card features several indicators to provide detailed and accessible information about each device. These includes the device average temperature, the battery percentage of the device, a Charging Indicator, which shows if the device is being charged; a Lid Open Indicator, which indicates when the device's lid is open; and a Set Temperature Indicator, which displays the device's set temperature. A Warning Indicator alerts user to any triggered warnings, while a Buzzer Indicator shows whether the device is ringing or in an idle state. Additionally, there is a Location Indicator that shows whether the device's current location has been captured, allowing users to view the latest data from the device.

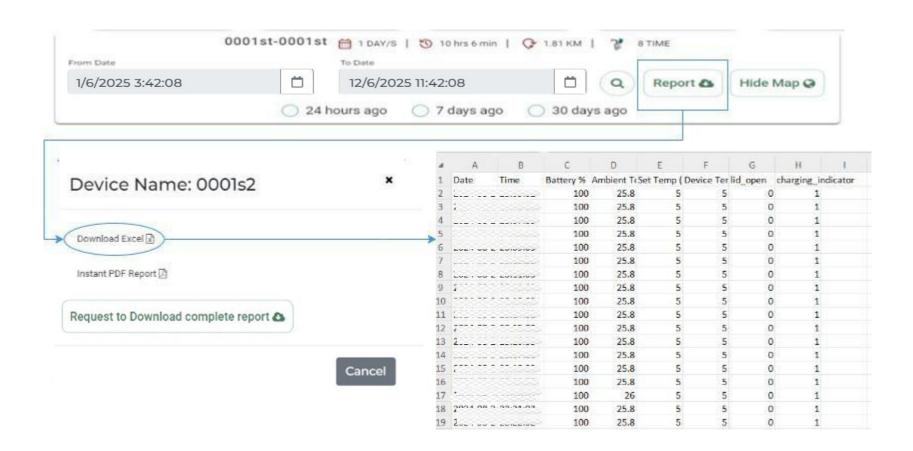


Device Card for the selected Device



Download Excel:

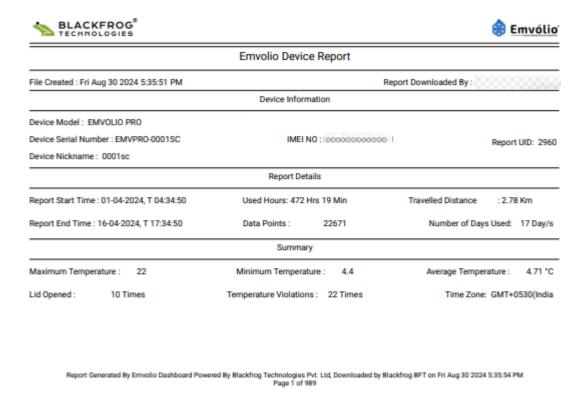
This option allows the user to download the data from the device in the form of a MS Excel file. This allows for an in-depth analysis of the device performance and environmental factors. To download a report, select the date-time range for the device and click on "Download Excel" button. This will automatically download the report in .xlsx format to the user's computer. This file can then be opened with MS Excel for further processing.





Download PDF:

This option allows the user to download the data from the device in the form of a PDF file. There are two download options: 'Download Instant PDF' and 'Download Complete PDF.' The 'Download Instant PDF' option will download the entire report, while the 'Download Complete PDF' option will also download the same report but includes screenshots of the map and graph. This provides a device report which summarizes the data for the given date/time range, usage condition data and a temperature and battery log. To download a report, select the date/time range for the device and click on "Download PDF" button. This will automatically download the report in .pdf format to the user's computer. This file can then be opened with any PDF viewer for further processing.



Sample report in PDF format with data from device

Note: If the map is hidden, the option to download the complete PDF report will not be available. To enable the download option, the user must first view the map.



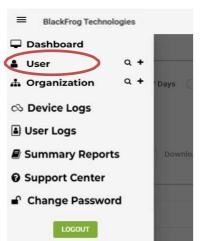
Adding/Viewing Users

The Menu Sidebar has a 'Users' section to add/view users enrolled to the logged in credentials. In the viewing page, there are two components: a search form and a list of users. To **view** the current users on the Online portal, the steps are as follows:

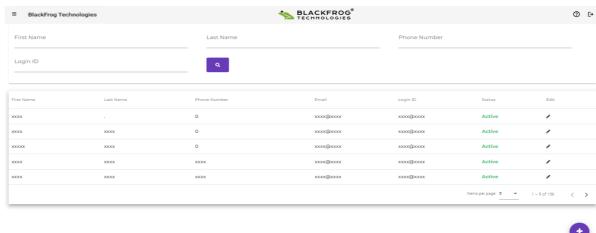
- A. Click the text displaying the 'User' option on the Menu Sidebar. This is available in the menu symbol on the top left corner of the screen.
- B. After clicking on the User option, a list of users will appear, displaying their First and Last Name, Phone Number, Email, Login ID and Status of the user.
- C. Adjust the numbers of items displayed per page in the list as per convenience to view more/less users.
- D. To search for a specific user, enter the First or Last Name, Phone Number or Login ID of the user in the search panel and click on the 'Search' icon in the 'Search' section.

In the viewing page, there is a registration form for enrollment of users. To **add** more users to the Online portal, the steps are as follows:

- A. Click the logo displaying a '+' button on the right part of the Users option. This is available in the menu symbol on the top left corner of the screen.
- B. After clicking on the '+' button, a registration form will appear, requesting for First and Last Name, Phone Number, Email, Login ID, Organization and Role of the user.
- C. Enter the details of the user to be added in the respective fields listed above listed with a *.
- D. Select the organization from the drop-down list and assign Admin or User status as required in the 'Person Role' field. Click on 'Add User' to enroll or 'Cancel' to terminate registration.



Adding users to Dashboard





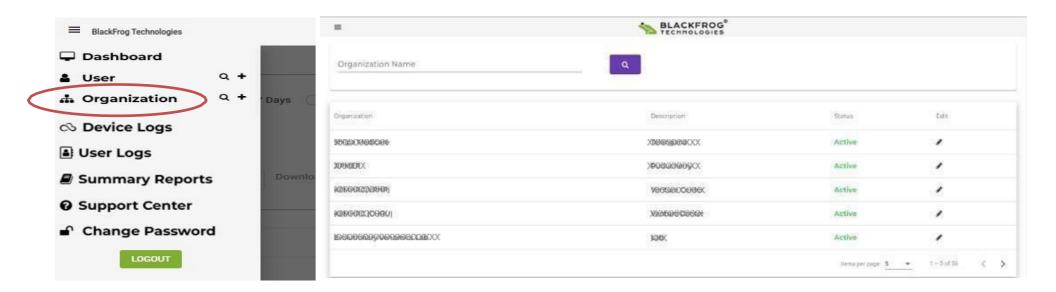
Adding/Viewing Organizations

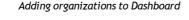
The Menu Sidebar has an 'Organization' section in order to add/view organizations with access to the logged in credentials. In the viewing page, there are two components: a search form and a list of organizations. To **view** the current organizers on the Online portal, the steps are as follows:

- A. Click the text displaying the 'Organization' option on the Menu Sidebar. This is available in the menu symbol on the top left corner of the screen.
- B. After clicking on the option, a list of organizations will appear, displaying the Organization Name, Description and Status of the organization.
- C. Adjust the numbers of items displayed per page in the list as per convenience to view more/less organizations.
- D. To search for a specific organization, enter the Organization Name in the search panel and click on the 'Search' icon in the 'Search section.

To **add** more organizations to the Online portal, the steps are as follows:

- A. Click the logo displaying a '+' button on the right part of the Organization option. This is available in the menu symbol on the top left corner of the screen.
- B. After clicking on the '+' button, a registration form will appear, requesting for Organization Name, Description, Email, Phone Number, Address and Parent Organization.
- C. Enter the details of the organization to be added in the respective fields listed above listed with a *.
- D. Select the Parent Organization from the drop-down list and click 'Add Organization' to enroll. Click on 'Cancel' to terminate registration.



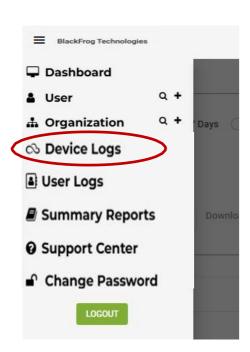


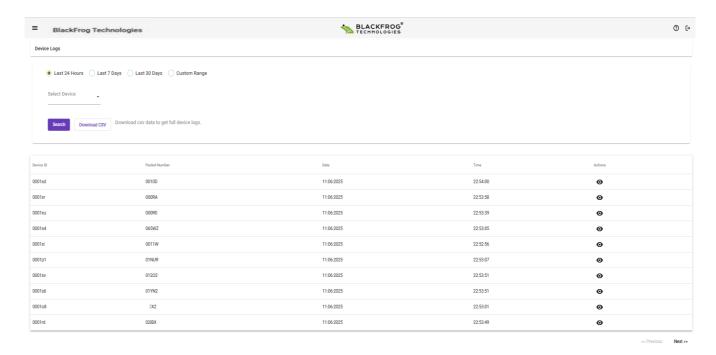


Device Logs

The Menu Sidebar includes a 'Device Logs' section accessible to users with admin credentials. This section provides detailed information on the raw data collected from connected devices, enabling comprehensive reporting and analysis.

- G. Click on the 'Device Logs' option in the Menu Sidebar, accessible through the menu symbol located in the top left corner of the screen.
- H. After selecting this option, a page displaying the device logs will appear. This page includes various filtering options such as a 'From' and 'To' date range filter as well as quick filters like Last 24 Hours, Last 7 Days, and Last 30 Days to help narrow down the data.
- I. To generate a complete record of the device logs, users can export the data as a CSV report by selecting the desired filters and clicking the download/export option.





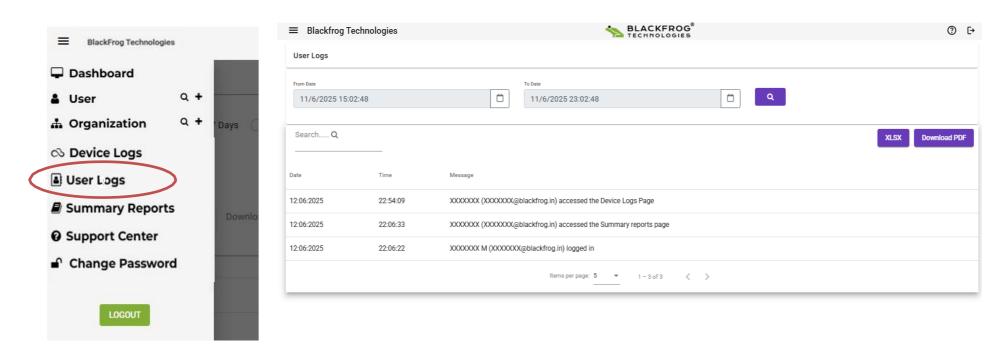
Device Logs Page



User Logs

The Menu Sidebar contains a 'User Logs' section that is accessible to users with admin credentials. This section provides an audit trail of user activities within the portal, helping administrators track actions for accountability and security purposes.

- J. Click on the 'User Logs' option in the Menu Sidebar, available via the menu icon at the top left corner of the screen.
- K. Upon selecting this option, the system will automatically display the audit trail for the last 1 day by default, showing recent user activities.
- L. Users can refine the displayed logs using the 'From' and 'To' date range filter to view logs from a specific time period.
- M. Once the desired date range is selected, the filtered report can be downloaded as a CSV file for record-keeping or further analysis.



User Logs Page

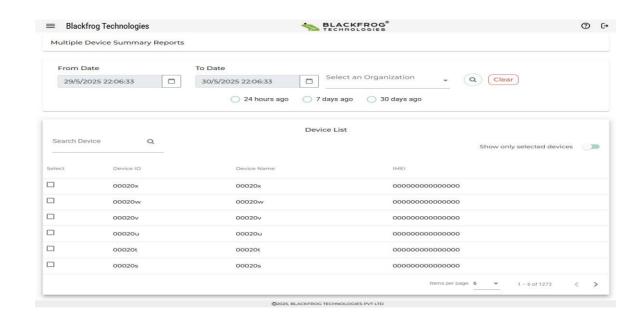


Multiple Report Generation

The Menu Sidebar has an 'Reports' section in order to create Multiple Reports. In the viewing page, there are two components: a search form and a list of Devices. To **view** the registered doses on the Online portal, the steps are as follows:

- A. Click the text displaying the 'Reports' option on the Menu Sidebar. This is available in the menu symbol on the top left corner of the screen.
- B. After clicking on the option, a list of Devices will appear, displaying the name of the device.
- C. Select the devices displayed per page in the list as per need and click on request download. Once the data is ready, Another button will be appeared to download the data.





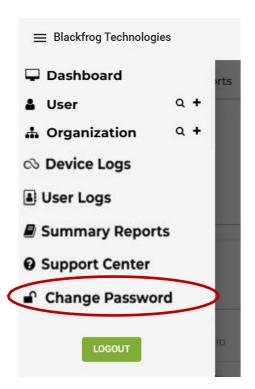
Multiple Device Summary Report from Menu Bar

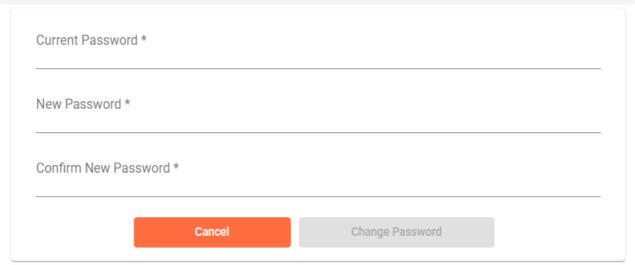


Change Password

To change the password of the credentials to the portal, the steps are as follows:

- A. Click the User Profile option on the Menu Sidebar. This is indicated by the round button with the default profile icon near the bottom.
- B. After clicking on the User Profile option, a pop-up menu will appear.
- C. Click on 'Change Password' option. The portal will open a form requesting to enter the current password, new password and confirm the new password.
- D. Enter the new password details and click on 'Change Password' to confirm the change. Click on 'Cancel' to terminate the process.





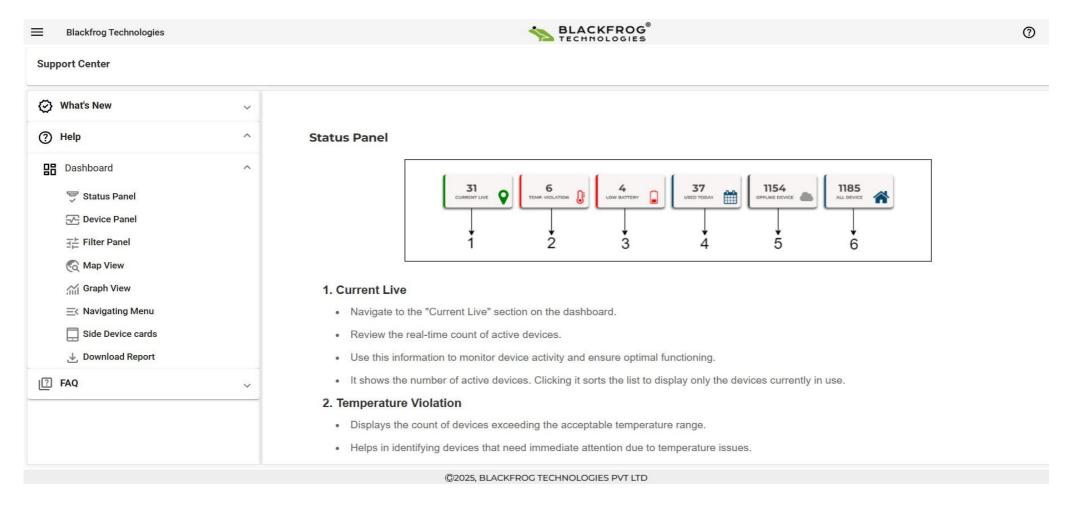
Passwords must contain at least one lowercase letter, one uppercase letter, one number, one symbol, and be at least eight characters long. The New Password should also not be the same as the old password.

Change Password Section from Menu Sidebar



Support Center Page

The Support Center page offers a detailed guide to help users understand and navigate the various options available on the dashboard.

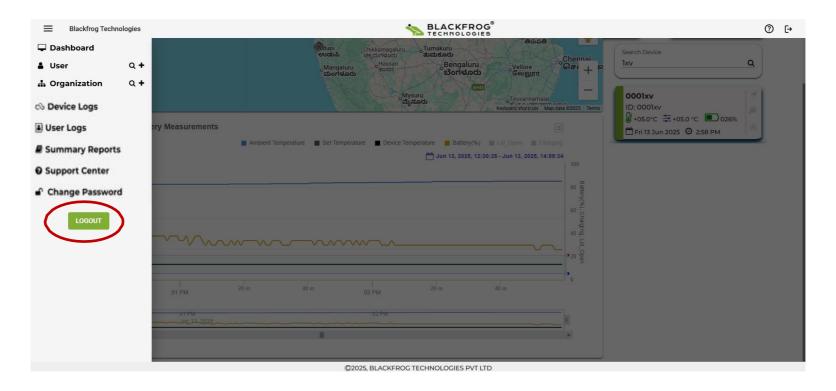


Support Center Page

Logging Out

To log out of the Online portal, the steps are as follows:

- A. Click the User Profile option on the Menu Sidebar. This is indicated by the round button with the default profile icon near the bottom.
- B. After clicking on the User Profile option, a pop-up menu will appear.
- C. Click on Logout option. The portal will log out and return to the main login screen.



Menu sidebar with Log Out option



Password Expired

When the user logs in and enters their password, if it is expired (passwords expire every 90 days), a "Password Expired" page will appear. On this page, the user must enter a new password and confirm it. Once the password is successfully updated, the user will be logged in automatically and must use the new password for all subsequent logins.



Password Expiry Page



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