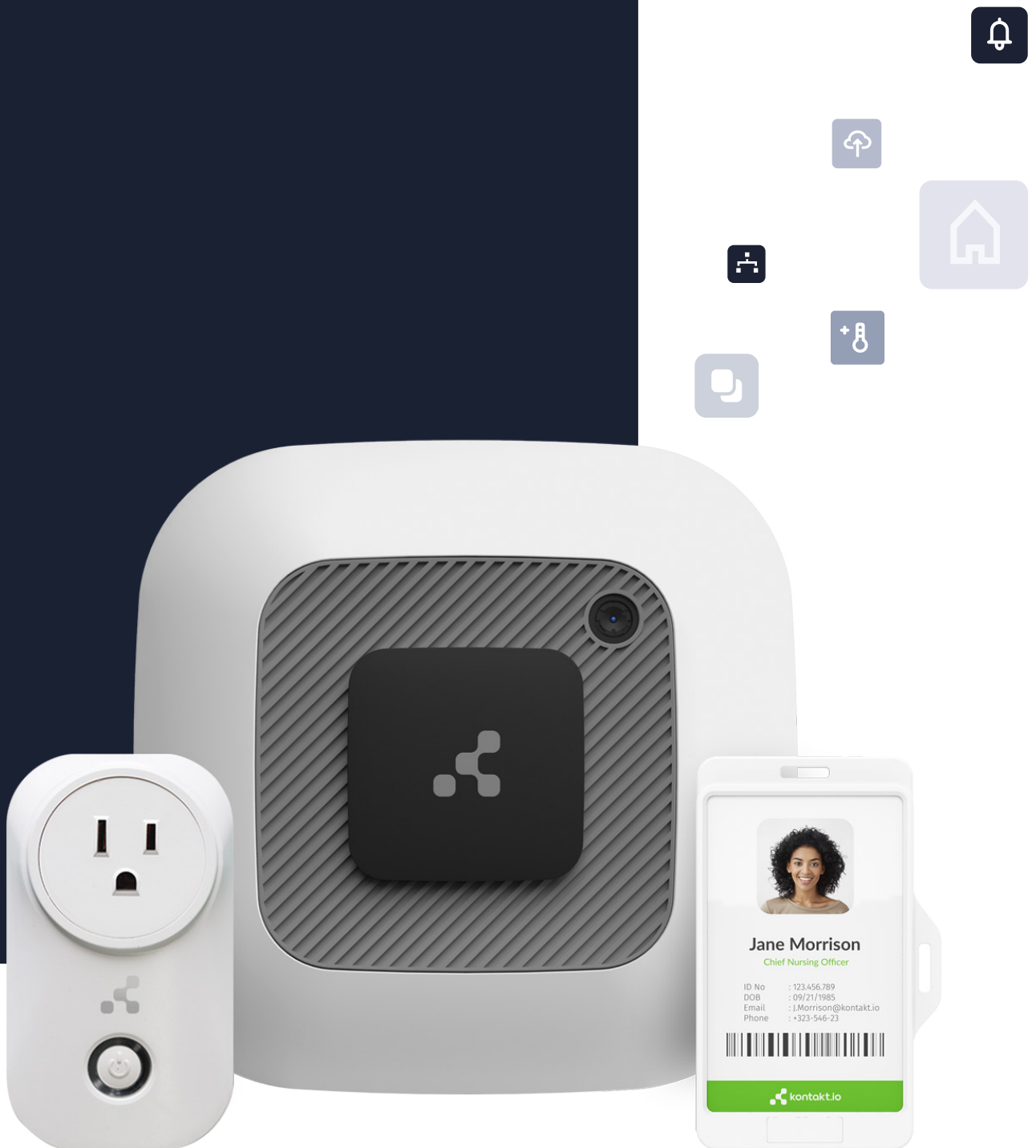


Setup Guide

# Portal Beam Starter Kit



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# Getting Started

Thank you for purchasing a Portal Beam Starter Kit. You can now experience and test indoor IoT use cases designed to quantify buildings at a single-room resolution.

This guide will show you the steps to set up both your new hardware kit, as well as a Kio Cloud account where you can create a location to see a map of your Kio RTLS devices in action!

## What you'll need

- Computer with an internet connection
- Apple or Android mobile device ([iOS 10.3 or later](#) | [Android 5.0 or later](#))
- Floor plan image file, sometimes called an indoor map ([either a JPG, PNG, BMP, TIFF up to 800 kB](#)).

Example of a floor plan image



- Your Portal Beam Starter Kit, including your Order ID. You can find your Order ID on your Quick Start Guide and also on the kit box.

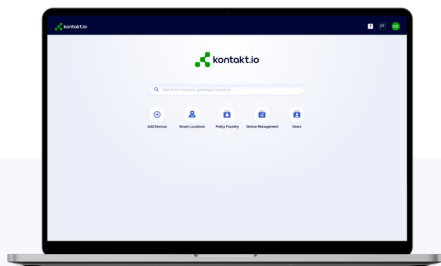


## Important

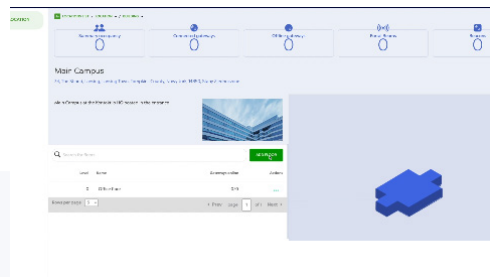
If you don't have the Order ID, contact our support team at [support@kontakt.io](mailto:support@kontakt.io) and they'll get it to you.

# Setup at a glance

1. Create a Kio Cloud account & claim your kit
2. Set up your Kio Cloud Smart Location
3. Download the Kio Setup Manager app Installer
4. Connect your devices to Kio Cloud



**1. Create a Kio Cloud Account & Claim Your Kit**



**2. Set Up Your Smart Location & Map**



**3. Log In to Kio Devices Mobile App**



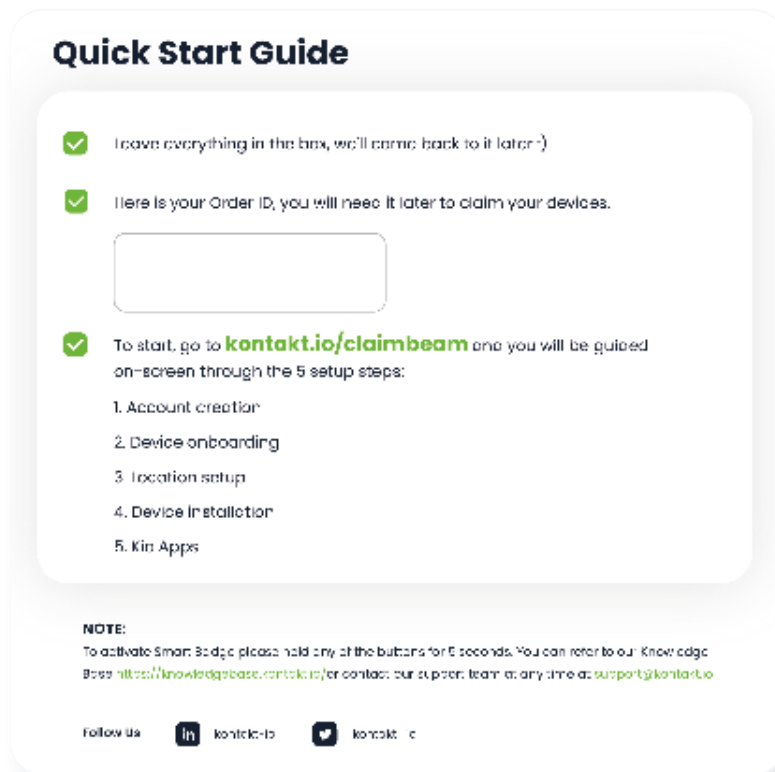
**4. Connect Devices to Kio Cloud**

# How to Set Up Your Kit

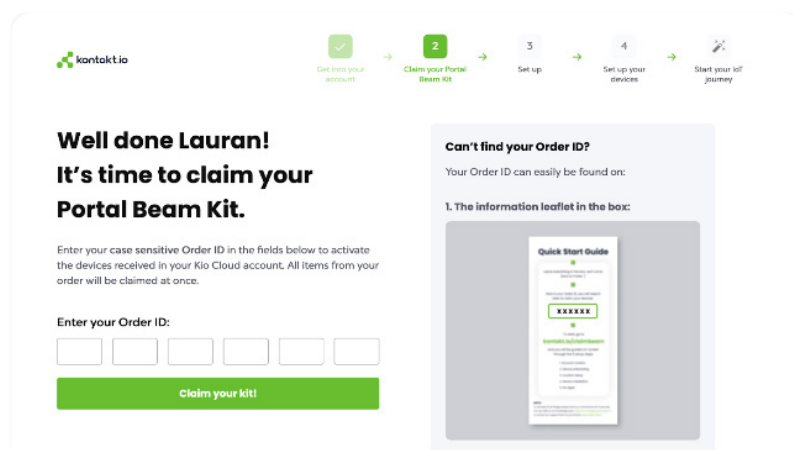
## 1 – Create a Kio Cloud account & claim your kit

1. From a web browser, go to the link provided on the Quick Start Guide.

[kontakt.io/claimbeam](https://kontakt.io/claimbeam)



2. Create your Kio Cloud account. If you already have an account, simply log in.
3. Check your email to activate your Kio Cloud account.
4. Log in to Kio Cloud and enter your Order ID. You can find your Order ID on your Quick Start Guide and also on the kit box.



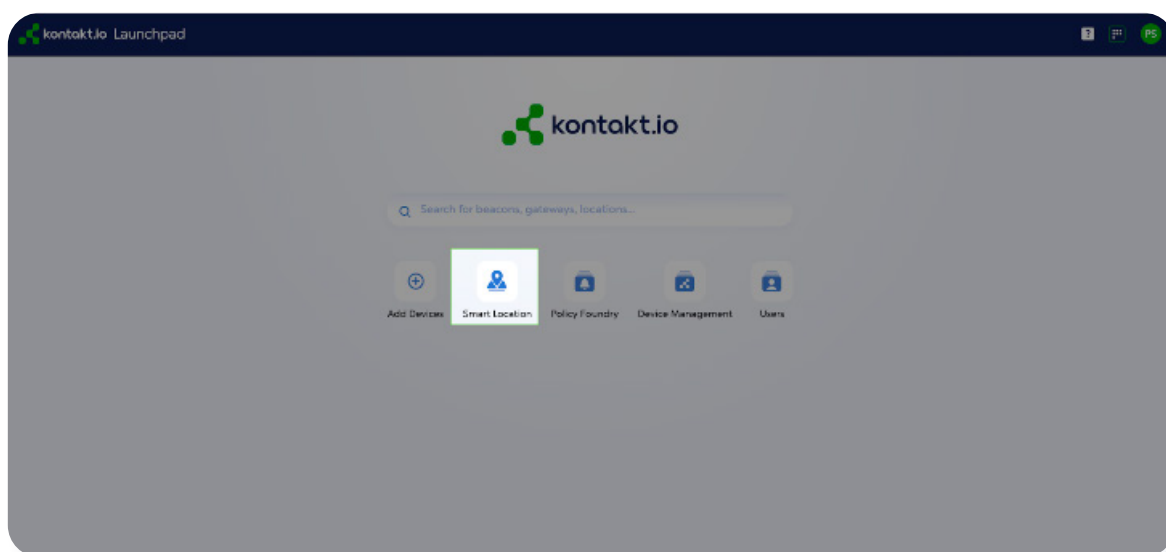
**Note:** Order ID is case-sensitive. Once your devices are claimed, they're automatically added to your Kio Cloud account.

## 2 – Set up your Kio Cloud Smart Location

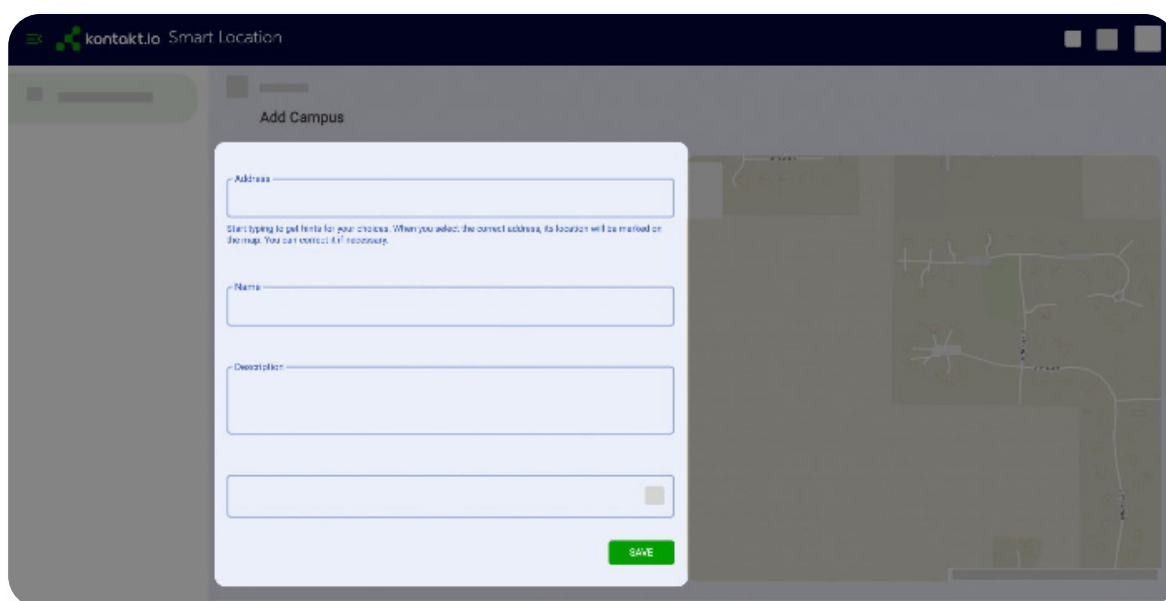
What is a Smart Location? It represents where your Portal Beam Kit devices are physically located – either in your home or office. For your setup, you will add a campus, a building and floor, and a floor space.

Be sure to watch the short video to learn how to set up your Smart Location.

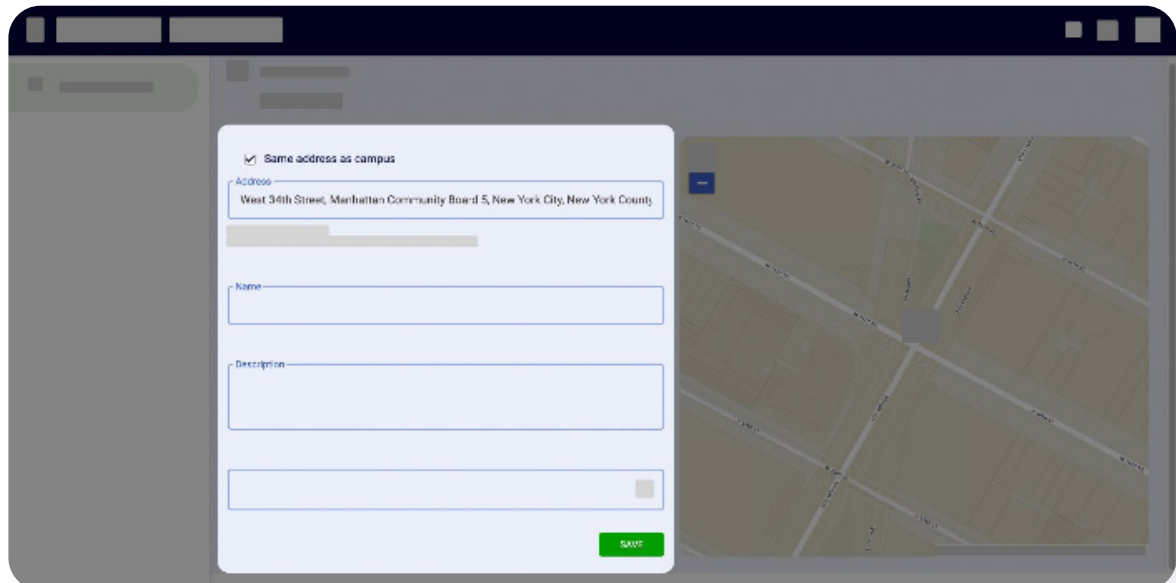
1. Log in to your Kio Cloud account and select **Smart Location**.



2. From the upper-right corner, click **ADD CAMPUS** (this will be your home or office location) > enter the **Address, Name, and Description** > click **SAVE**.

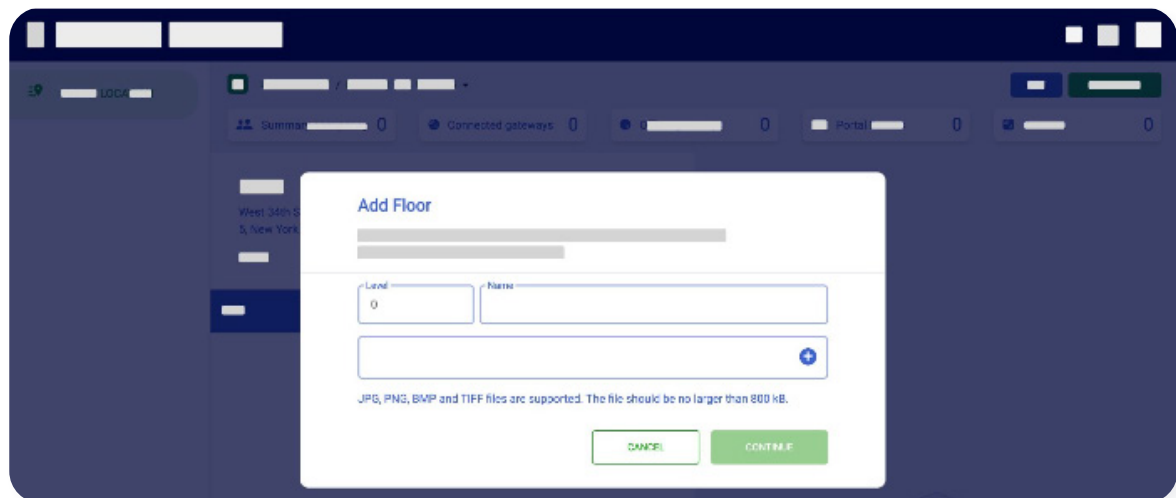


3. Click **ADD BUILDING** > enter the building information (for your setup, this will also be your home or office location) > click **SAVE**.



The screenshot shows a web browser window with a dark blue header. A modal form titled 'Add Building' is centered. It has a checkbox 'Same address as campus' which is checked. Below it is an 'Address' field containing 'West 34th Street, Manhattan Community Board 5, New York City, New York County'. There are also fields for 'Name' and 'Description'. A green 'SAVE' button is at the bottom right of the form. In the background, a map of New York City is visible.

4. Select Add first floor **here** > enter the floor information and **select +** to upload the floor plan image file > click **CONTINUE**.



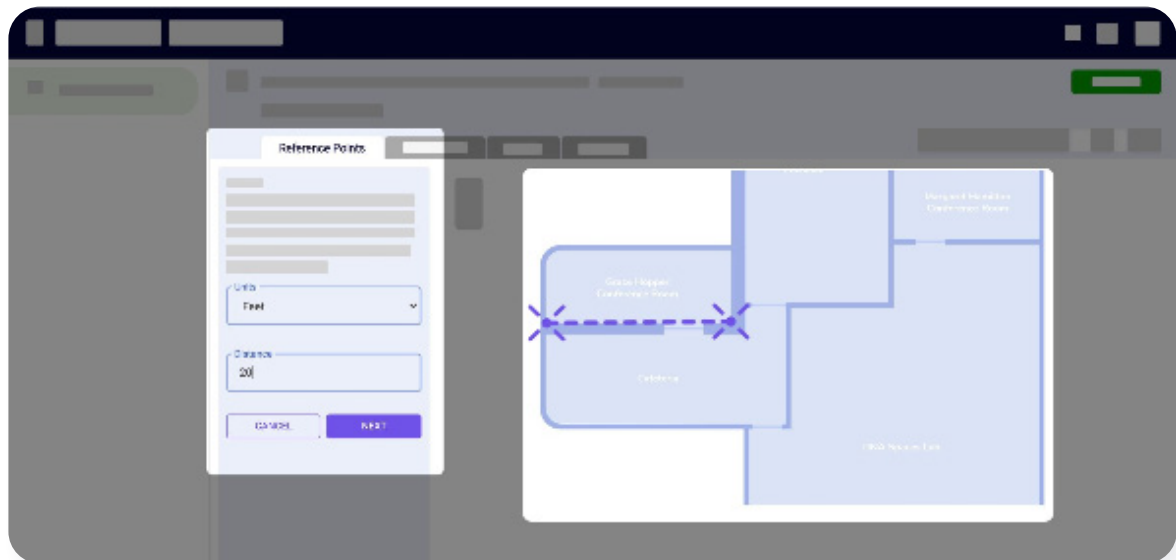
The screenshot shows the same web browser window, but now a modal form titled 'Add Floor' is open. It has a 'Level' dropdown set to '0' and a 'Name' text field. Below these is a large text area with a blue '+' icon for uploading a file. A note states: 'JPG, PNG, BMP and TIFF files are supported. The file should be no larger than 800 kB.' At the bottom are 'CANCEL' and 'CONTINUE' buttons. The background shows a dashboard with various metrics like 'Summar', 'Connected gateways', and 'Portals'.



5. Select the Floor you just added > click **EDIT**.

You'll set the one-time Reference Point and Floor Outline to scale the floor plan.

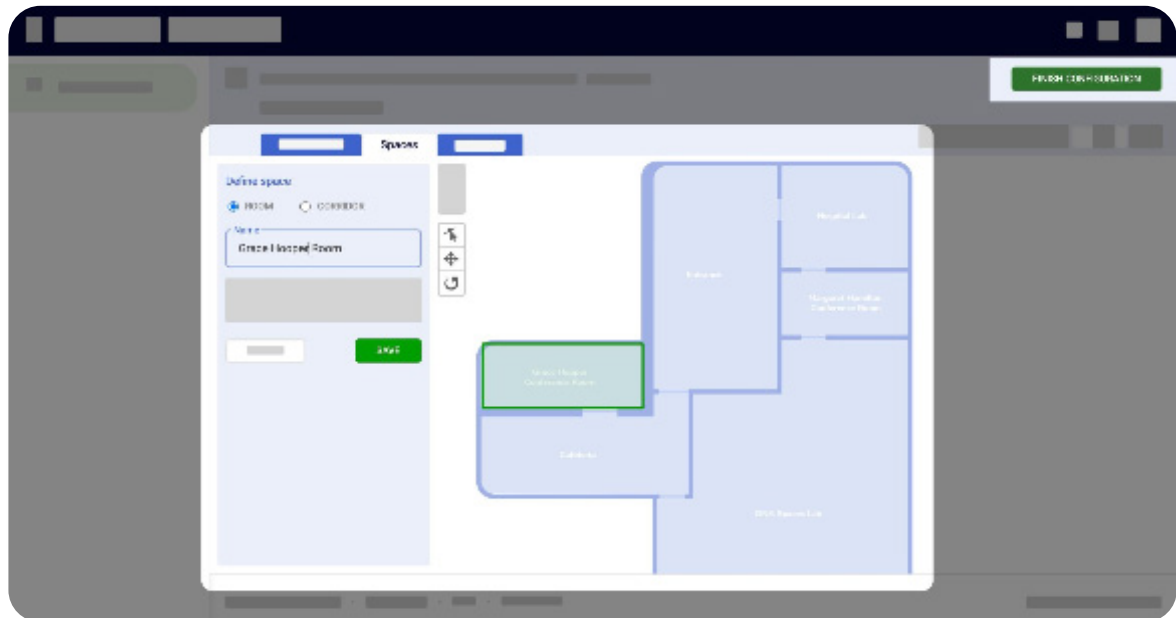
Set the Reference Points: click **SET POINTS** > set **POINT A** by clicking on the first reference point on the floor plan (purple X appears) > set **POINT B** by clicking on the second reference point > enter the distance between the two reference points > click **\*\*NEXT\*\***.



Set the Floor Outline: select **DRAW FLOOR OUTLINE** > select either the **rectangle or polygon tool** > hold down your mouse pointer over the start point and release - then drag the points to outline the floor plan (green line appears around the floor outline) > click **SAVE AND CONTINUE**.



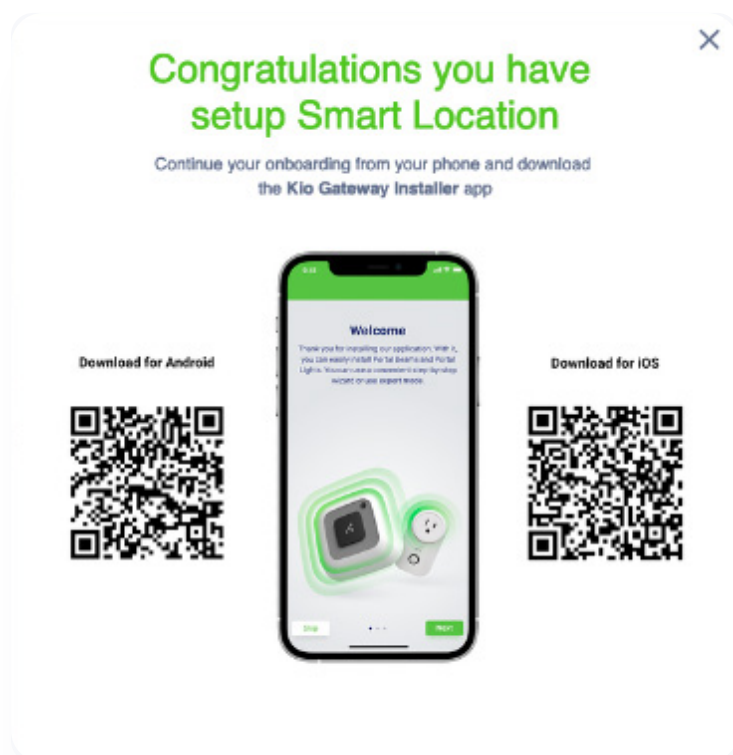
5. Define the Space where your Portal Beam and Portal Light will be installed. Select either of the **drawing tools** > draw the **perimeter** of the space > select the space type - Room > enter the **Name** only > click **SAVE** > from the upper-right corner, click **FINISH CONFIGURATION**.



**Note:** For your setup, please skip adding your Portal Beam and Portal Light (Gateway) to the floor space. During the next step, you will add them to your room with the Kio Setup Manager app.

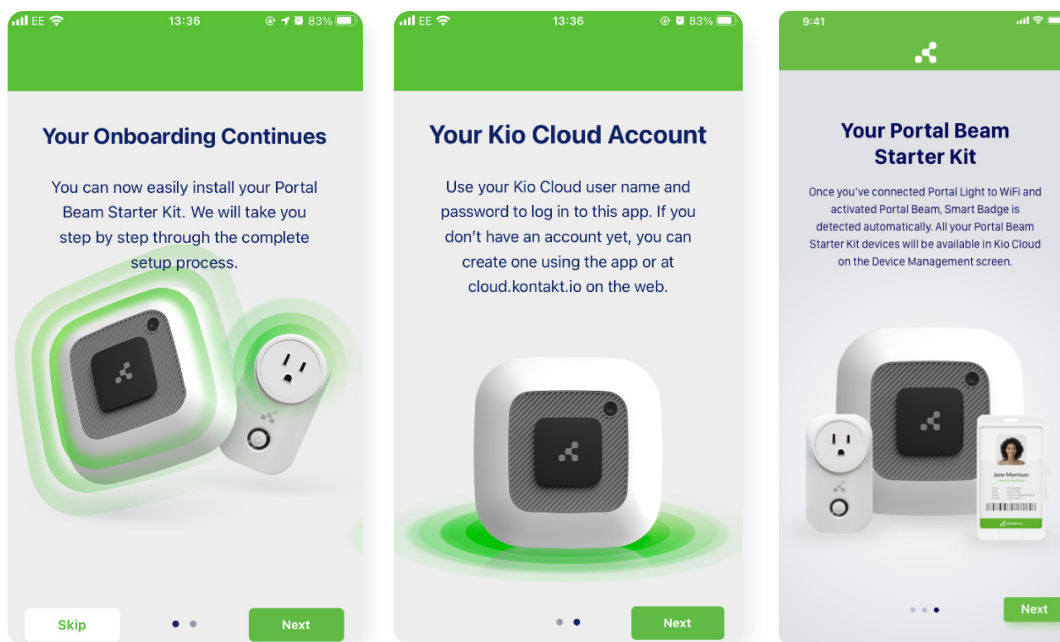
### 3 – Download the Kio Setup Manager app.

Use the **QR codes** in the below image to download the app. From the app, you will set up and connect your devices to Kio Cloud

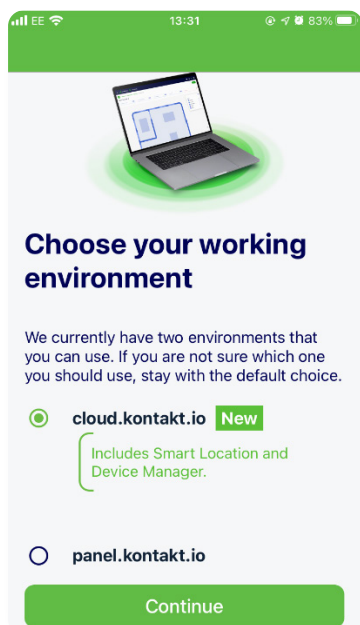


## 4 – Set up & connect your devices to Kio Cloud

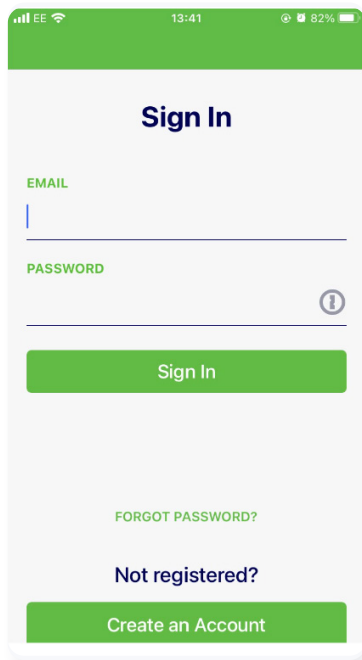
### 1. Open the Kio Setup Manager app



### 2. Choose **cloud.kontakt.io** as your working environment

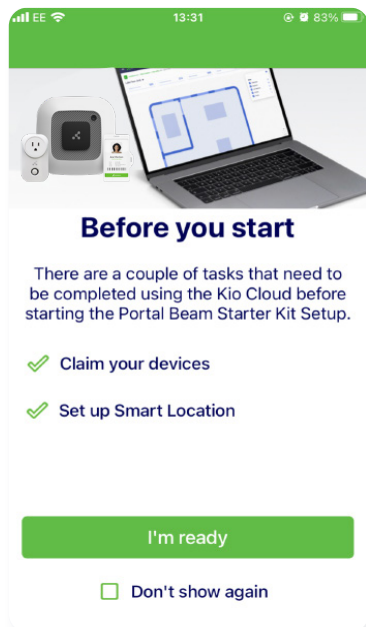


### 3. Sign in using your Kio Cloud credentials



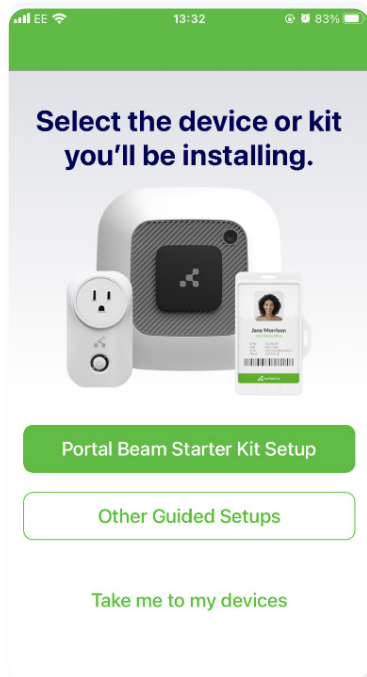
A mobile app screenshot of the 'Sign In' screen. The screen has a green header bar. Below it, the title 'Sign In' is centered. There are two input fields: 'EMAIL' and 'PASSWORD'. The 'EMAIL' field has a blue cursor. The 'PASSWORD' field has a blue eye icon to its right. Below the input fields is a green 'Sign In' button. At the bottom, there is a link 'FORGOT PASSWORD?' and a link 'Not registered?' with a green 'Create an Account' button below it. The status bar at the top shows 'EE', signal strength, time '13:41', and battery '82%'.

### 4. Confirm you are ready



A mobile app screenshot of the 'Before you start' screen. The screen has a green header bar. Below it is an illustration of a laptop and a Kio Cloud device. The title 'Before you start' is centered. Below the title, there is a paragraph: 'There are a couple of tasks that need to be completed using the Kio Cloud before starting the Portal Beam Starter Kit Setup.' Below this are two checklist items: '✓ Claim your devices' and '✓ Set up Smart Location'. At the bottom, there is a green 'I'm ready' button and a checkbox 'Don't show again'.

5. Now select **Portal Beam Starter Kit Setup** to be guided step-by-step through the setup of your kit



6. Once your setup is complete, log back into Kio Cloud on your desktop and start your IoT journey by making use of **Policy Foundry, Smart Location, Device Manager**.

# Release Notes

**Portal Beam & Occupancy:** Currently the Portal Beam is configured to measure occupancy once every 60 seconds. This is the default setting and is recommended for Portal Beams when they are battery-powered.

**Smart Badge Setup:** Smart Badge does not require any specific setup steps - it should be automatically detected once the Portal Light and Portal Beam setup is complete.

**Kio Cloud Log In Screen:** Occasionally, the Sign In button on this screen appears to be greyed-out. Note that the button functions as needed and you can log in to Kio Cloud when this occurs.

# Support

If you have any questions, we are at your disposal [support@kontakt.io](mailto:support@kontakt.io)