AFA

VISION

NEW USER INSTALLATION MANUAL

AFAP.com

AFA VISION MONITORING INSTALLATION MANUAL

ACCESS YOUR ACCOUNT FROM ANYWHERE

AFA's Vision Monitoring app provides you the ability to manage your central station account from anywhere. You can **Save Time** and **Stay Informed** through any web enabled device.

AFA's FREE Mobile and Web apps will allow you to remotely:

- Place your systems in and out of test
- View your account activity including test history and events
- Manage your emergency notification lists
- Search your Account information

No longer will you have to spend time calling our central station to be put in and out of test status. You can now manage your entire account through our Free App!

SETTING UP YOUR VISION MONITORING ACCOUNT

Please follow these easy steps:

- Go to https://www.afap.com/my-central-station/
- Under Setting Up Your Account click on the link to register
- Fill out the Central Station Account Management Registration form and click Submit

After your account has been set-up *(allow 2 business days)*, an email will be sent to you with your login credentials and instructions on how to use Vision Monitoring. AFA has implemented extensive security measures to ensure the safe use of this convenient and efficient value added feature.

For additional information please contact your local AFA representative or email us at vision@afap.com.
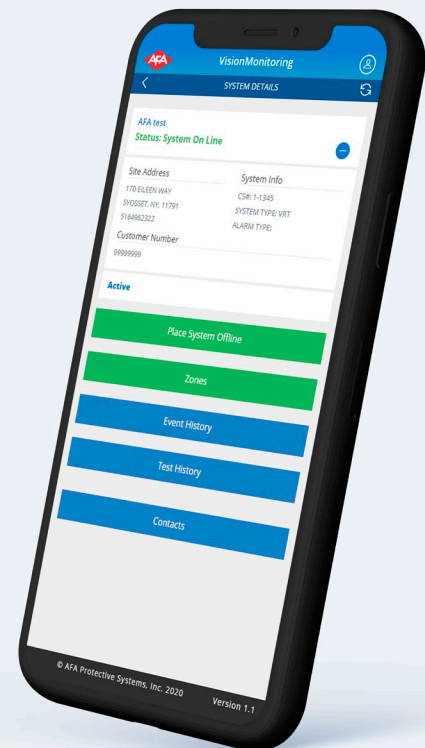
YOUR FIRE AND SECURITY SOLUTION
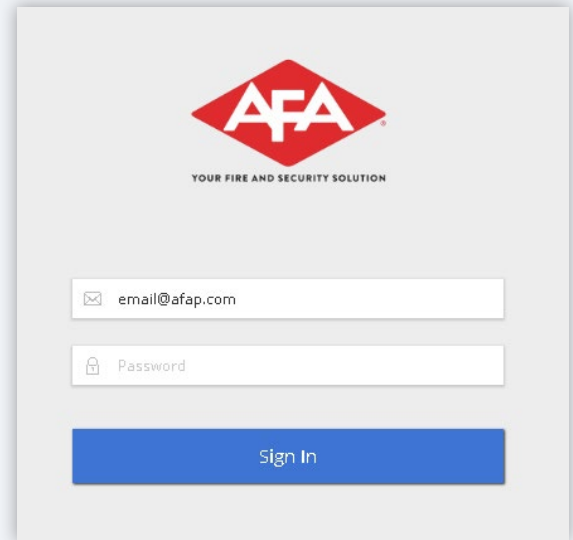
LEARN MORE AT AFAP.COM

VISION MONITORING

Vision Monitoring allows you to manage your Central Station Account to perform tasks like placing your account offline/online, view Event and Test History.

Coming soon, manage your Call List.

To access Vision Monitoring you will go to https://vision.afap.com on your web browser on your phone or desktop.
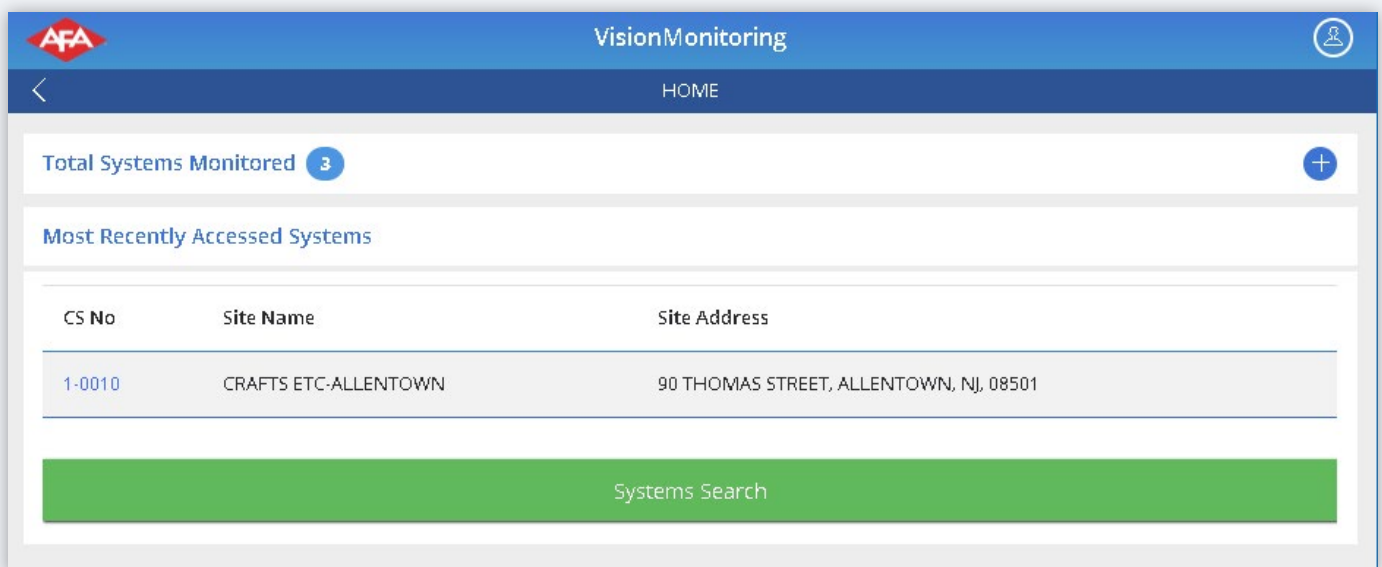
To login enter your email address and password that was supplied to you.

Only if you have access to multiple systems will you see the following Home screen:

- Total Systems Monitored
- Systems On Test
  will only display if a system is on test
- Most Recently Accessed
- Systems Search

TOTAL SYSTEMS MONITORED

Next to Total Systems Monitored it will display the number of systems you have access to.
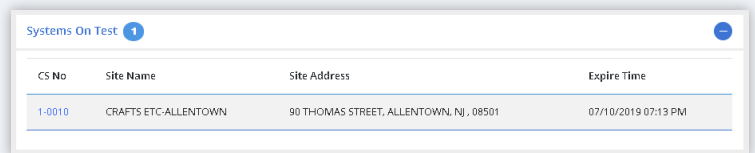
To see the systems, just expand by clicking the + icon. The search field allows you to search any of the columns shown (CS#, Site Nam e or Site Address). Simply click on the CS# to access that system.
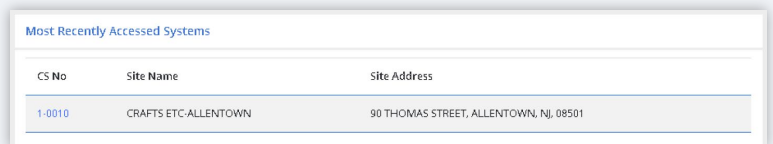
SYSTEMS ON TEST

This will only display when you have a system on test. This will show all systems that are currently on test. Click the + icon to expand to view and access the systems.

MOST RECENTLY ACCESSED SYSTEMS
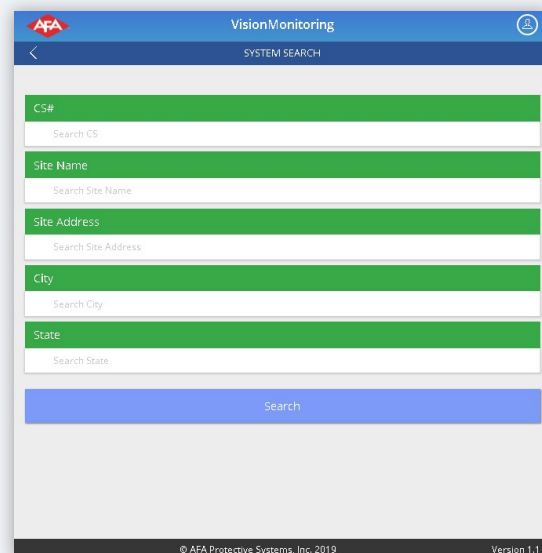
This will show the recent systems you accessed.

SEARCH SYSTEM

Search System allows y ou to enter additional search criteria's like City and State.

SYSTEM DETAILS

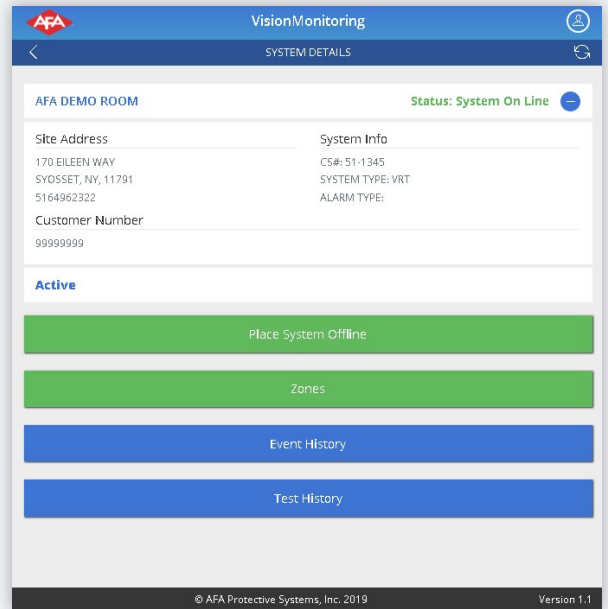When you click on a System from the Home screen it will bring you to the System Details window. Here you will be able to place the system offline/online, view – zones, event & test history.

For users with only one system this will be the screen you see once you log in.

SYSTEM DETAILS

The top right corner will display the status of the system, whether it is online or offline and when the test will expire. It will indicate if all zones (All) are offline or just specific zone(s).
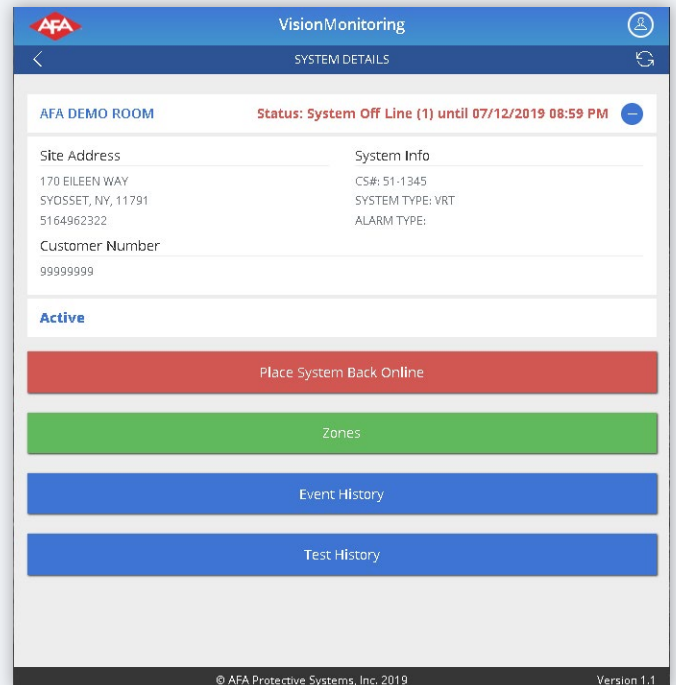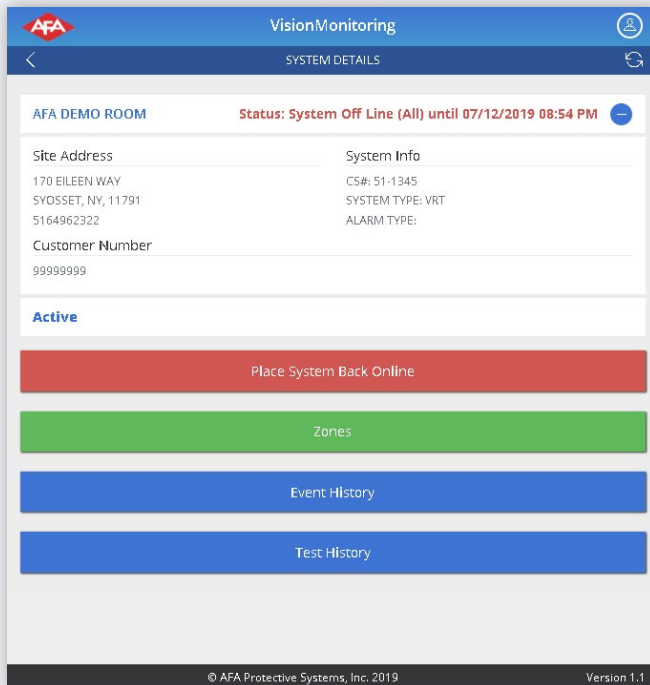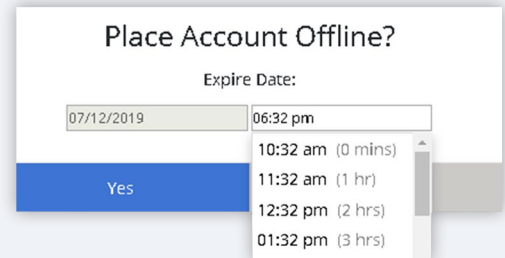
PLACE SYSTEM OFFLINE

To place the system offline, click Place System Offline.

It will automatically default to 8 hours, if you want to place the system offline for less than 8 hours click on the time and select the time you wish to have your system offline for.
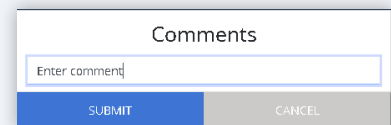
Click Yes to proceed. It will ask you to enter a comment and retype your password. Each test will have a unique ID that can be viewed in the Event & Test History.

If you want to have the system tests emailed, go to Notification Preferences (see section on User Preferences).
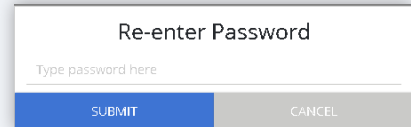
If you have a radio account, when you place the primary account offline it will display a pop-up asking if you want to place that account offline as well.
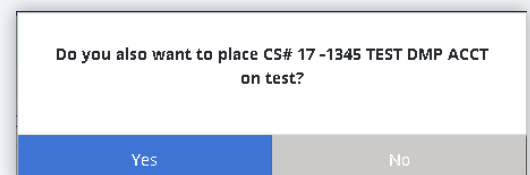
PLACE SYSTEM OFFLINE (CONTINUED)

To place specific zones offline, click Zones. Toggle the zone(s) you wish to take offline and click Place System Offline. It will ask you to enter a comment and re-enter your password.
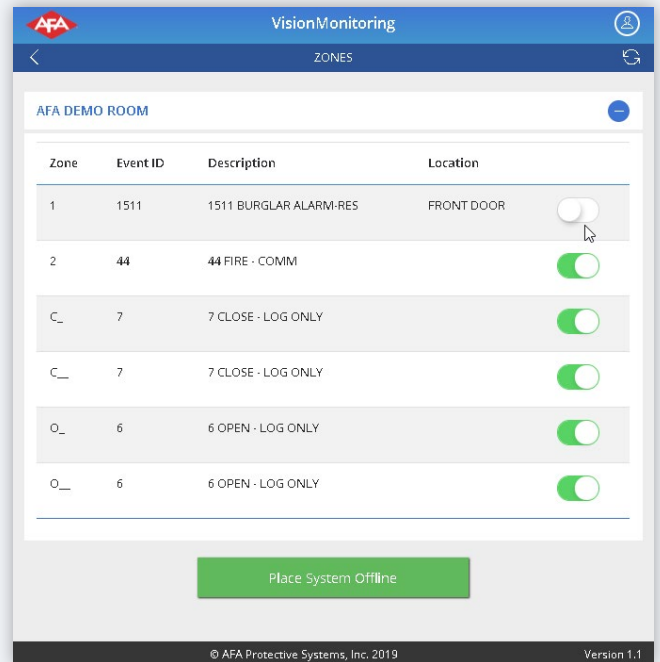
The system status will display the zone that was placed offline, along with date and time.
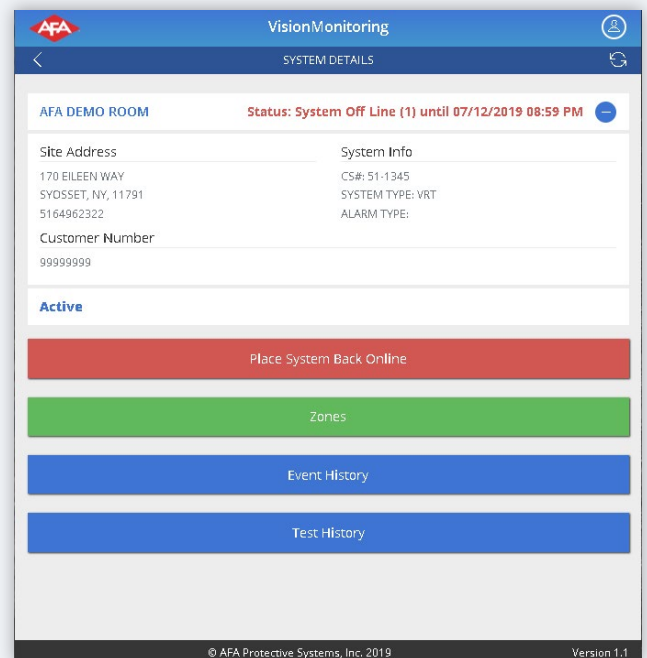
PLACE SYSTEM BACK ONLINE

When the system is offline, the Place System Back Online will display.

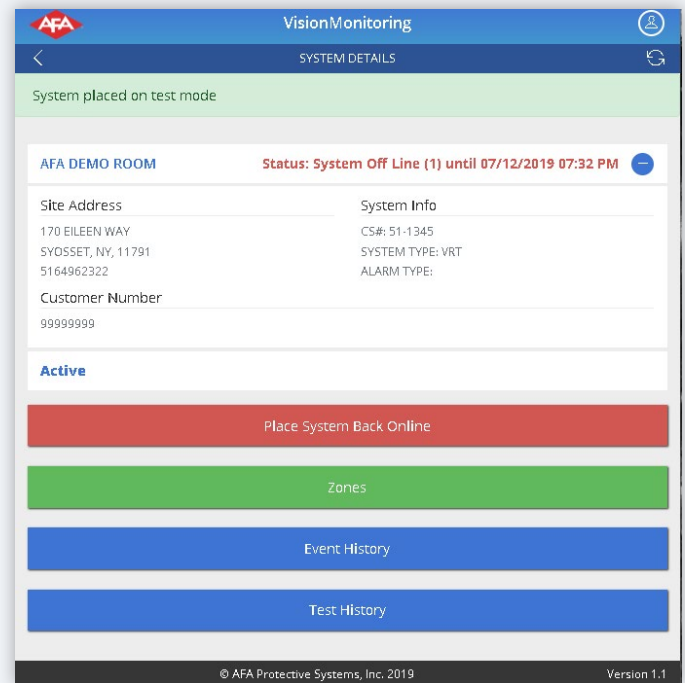To place system back online click Place System Back Online. If there are no zones that need to be restored it will ask you to verify you want to place the account back online and you will need to re-enter your password.
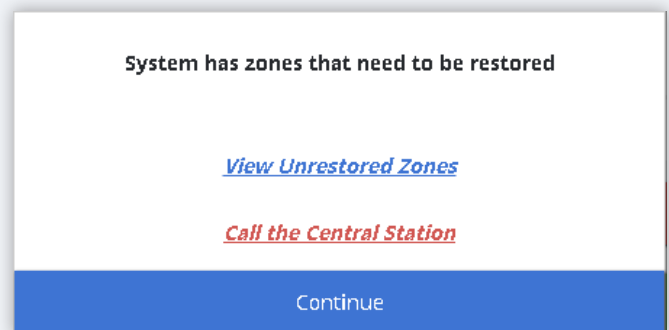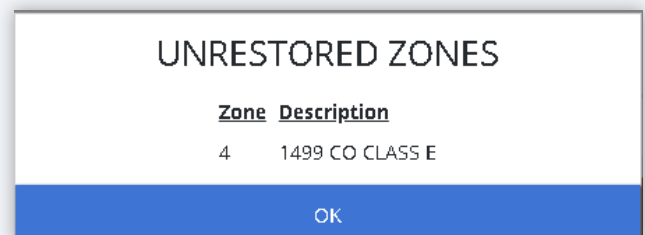
If there are zones needed to be restored, you will get the following message:

Click on View Unrestored Zones to view the zone(s) that need to be restored.
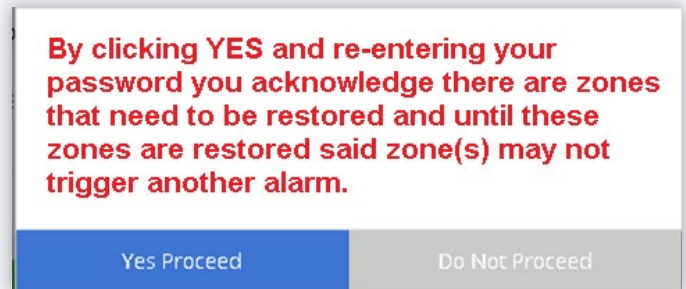
PLACE SYSTEM BACK ONLINE (CONTINUED)

To call the Central Station click Call the Central Station
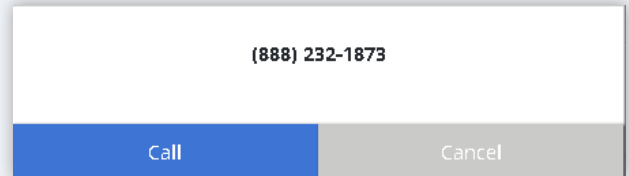
A warning will pop up will dispplay about the unrestored zones. When you click "Yes Procees" you are acknowledging said warning.

Please remember when you click Yes Proceed, this does not restore the zone(s) and until the zone(s) are restored it may not trigger another alarm.

EXTEND OFFLINE

To extend the offline for a system, log into VisionMonitoring an hour before the current test expires. The Extend Test Time will display. Click on Extend Test Time, it will default to 8 hours from the time you are logged in (click the clock to select less time), click Yes and re-enter your password.
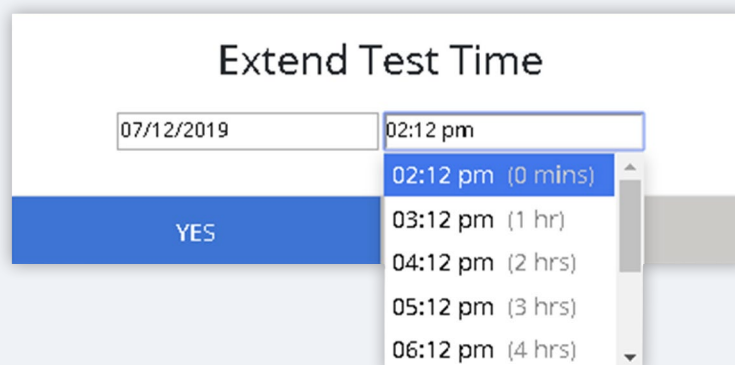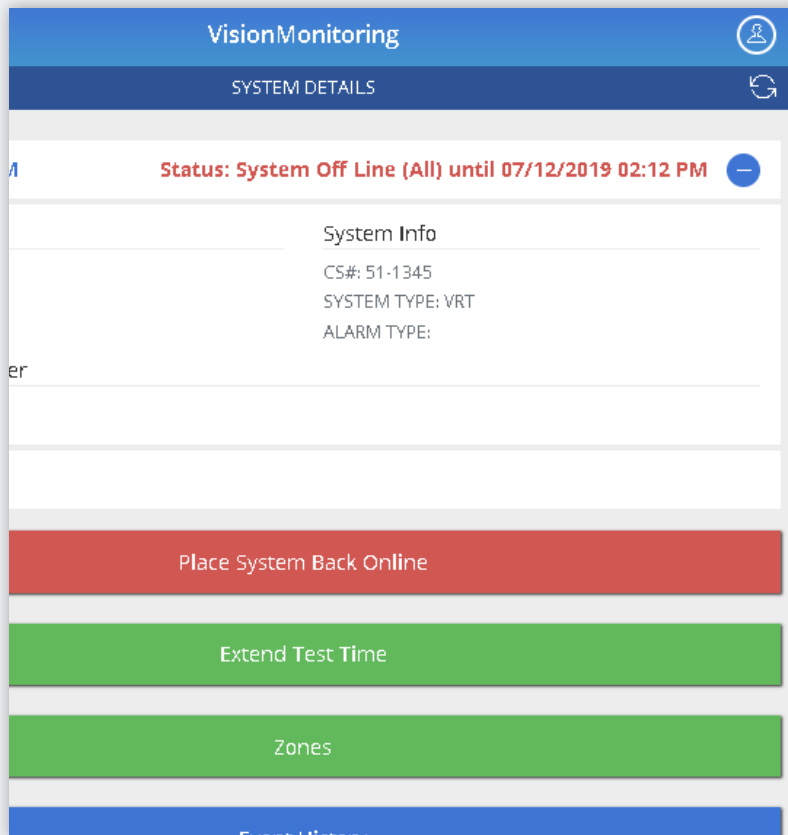
EVENT HISTORY

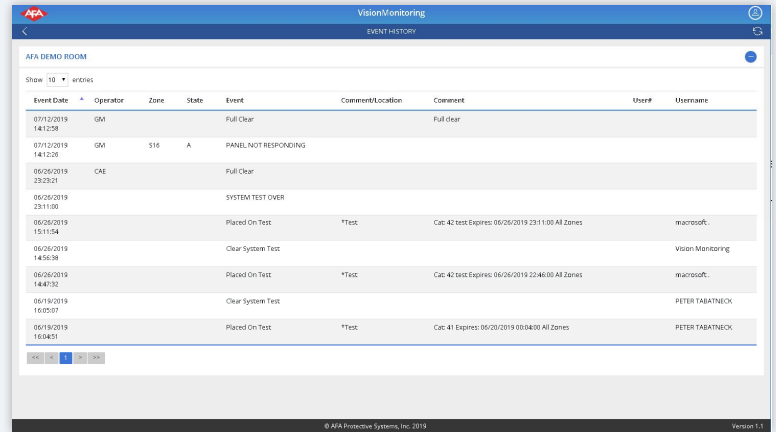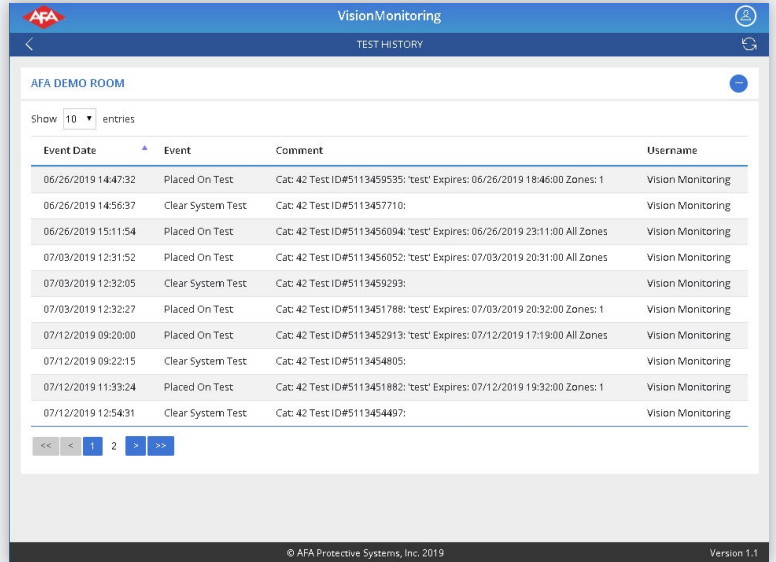The Event History window enables you to view all recorded activity, including alarm events, open and close events, operator actions, operator comments, and the expiration date/time for system tests.
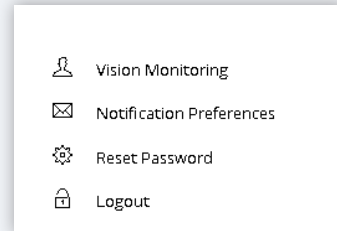

TEST HISTORY

The Test History window allows you to view system tests. It displays expiration date/time, who placed the system online / offline and the unique ID associated with each test.
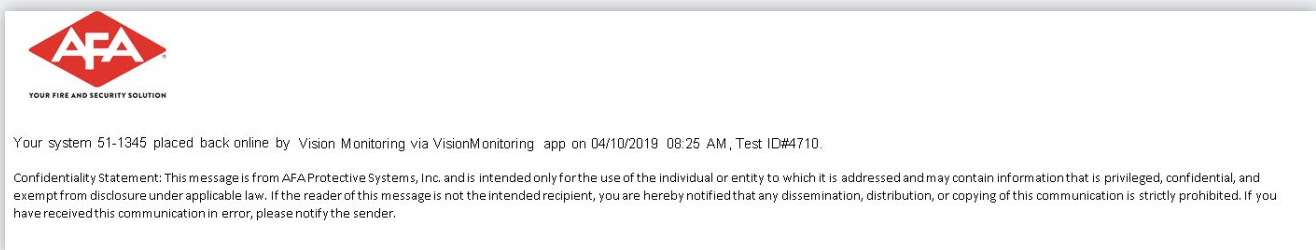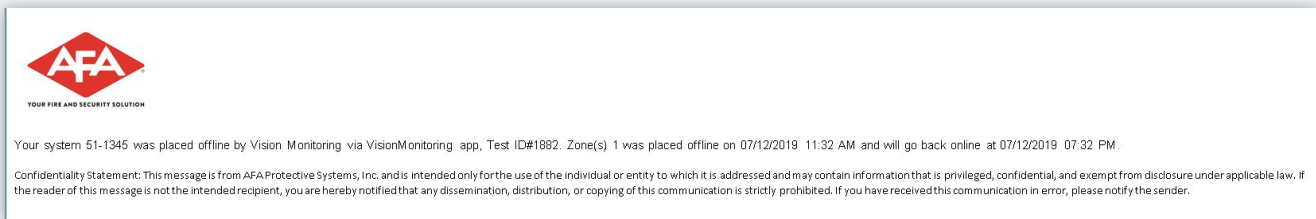
USER PREFERENCES

Under User Preferences you can reset your password, set your system status tests email notification preferences or logout.

Click on Notification Preferences to s You can select from the following: only when you place your system offline, only when you place your system back online or both. To add multiple email addresses, separate each email with a comma.
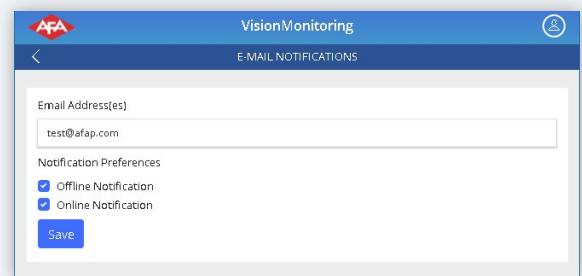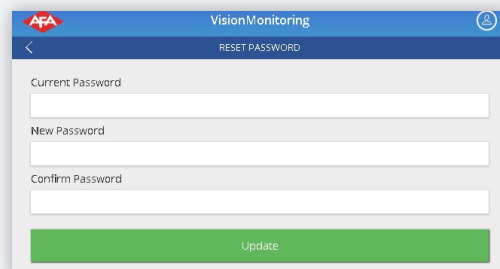

The email will include the CS#, who placed it offline / online, unique ID of the test, time it was placed online/offline and time test will expire *(offline only)*.

Your system 51-1345 was placed offline by Vision Monitoring via VisionMonitoring app, Test ID#1882. Zone(s) 1 was placed offline on 07/12/2019 11:32 AM and will go back online at 07/12/2019 07:32 PM.

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Your system 51-1345 placed back online by Vision Monitoring via VisionMonitoring app on 04/10/2019 08:25 AM, Test ID#4710.

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To r eset password your password, enter your current password, enter your new password and click Update.

The password must contain a special character, a capital letter, a number and be at least 8 characters long

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