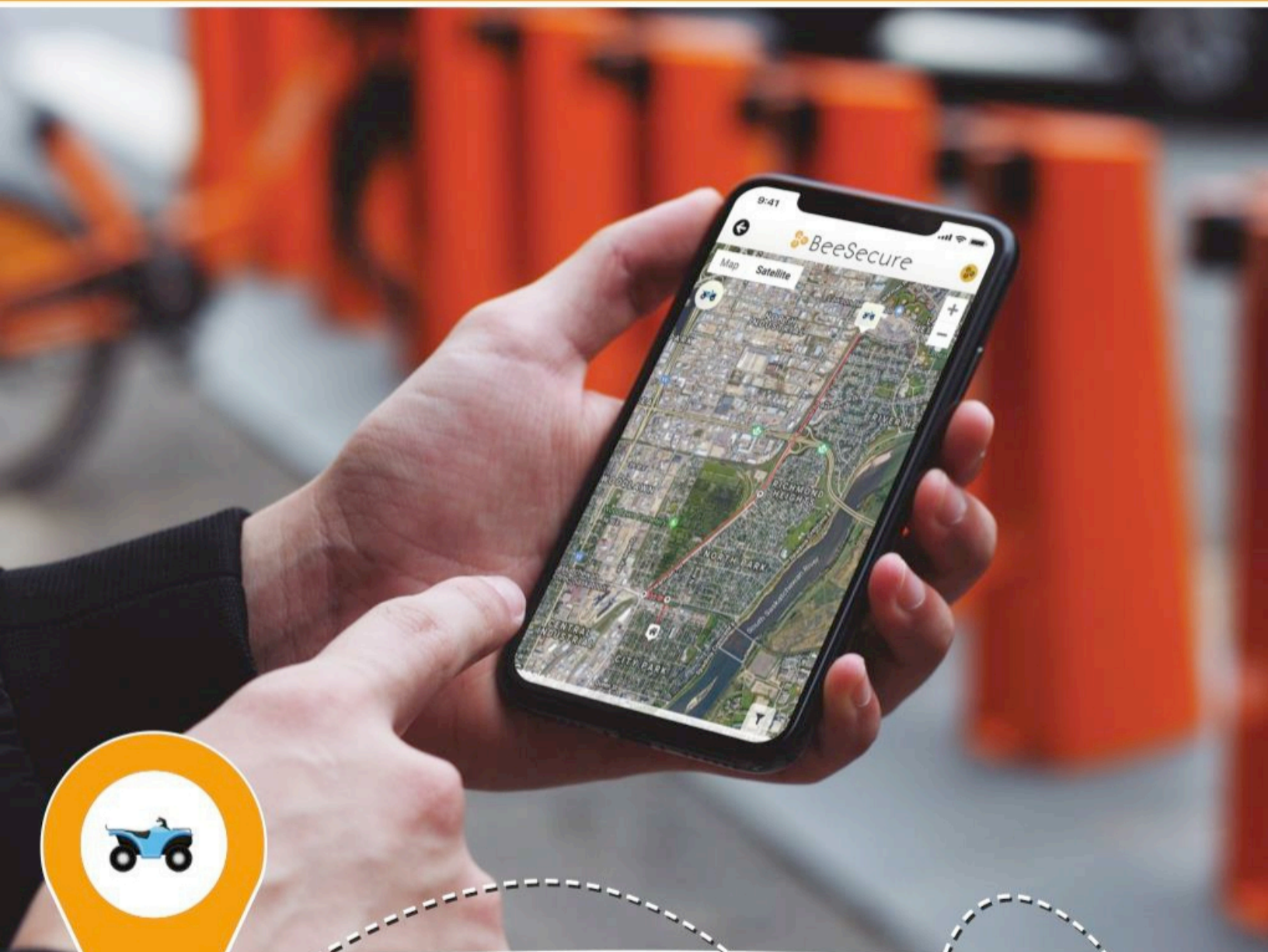


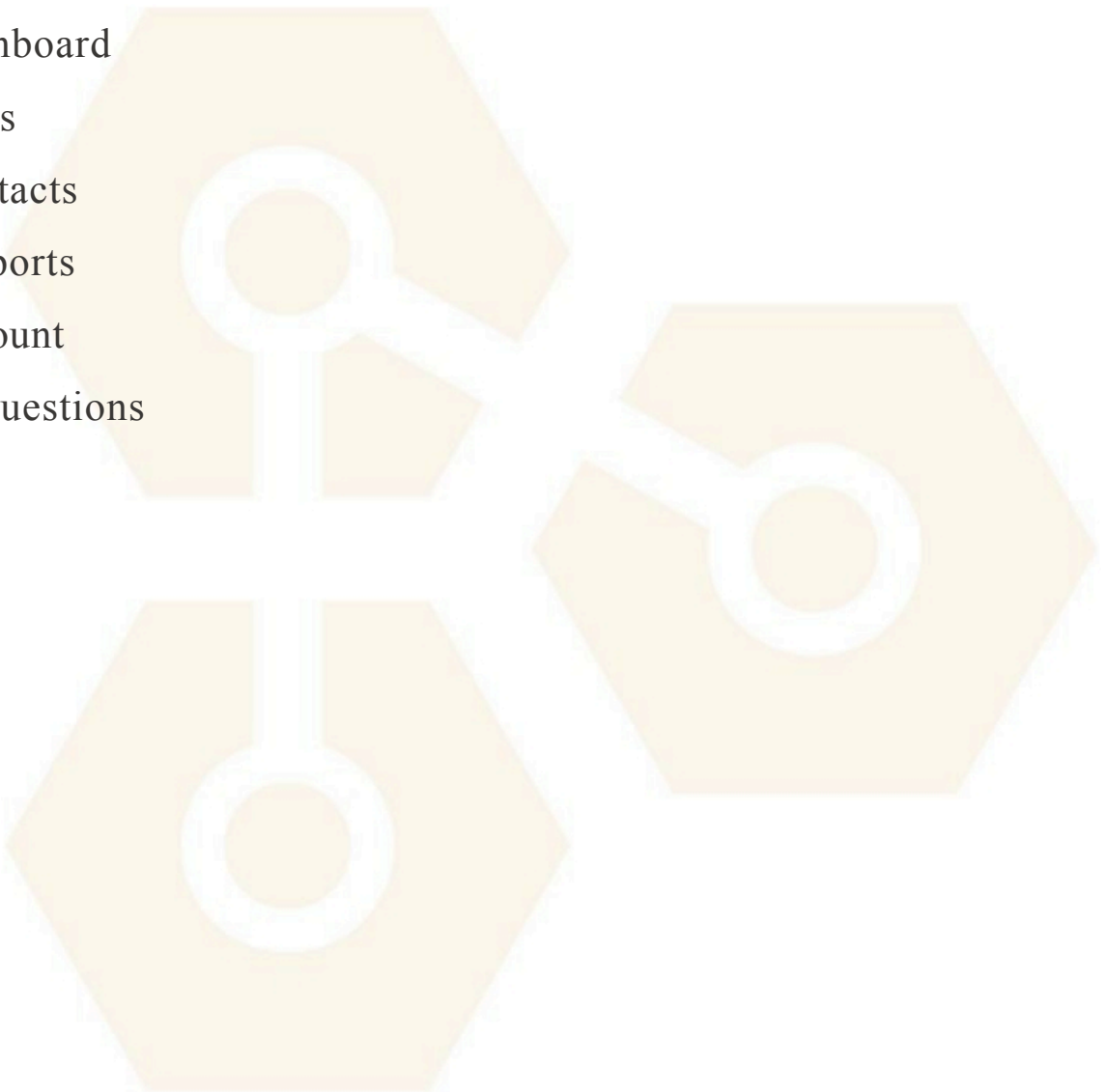


WEB APP USER GUIDE



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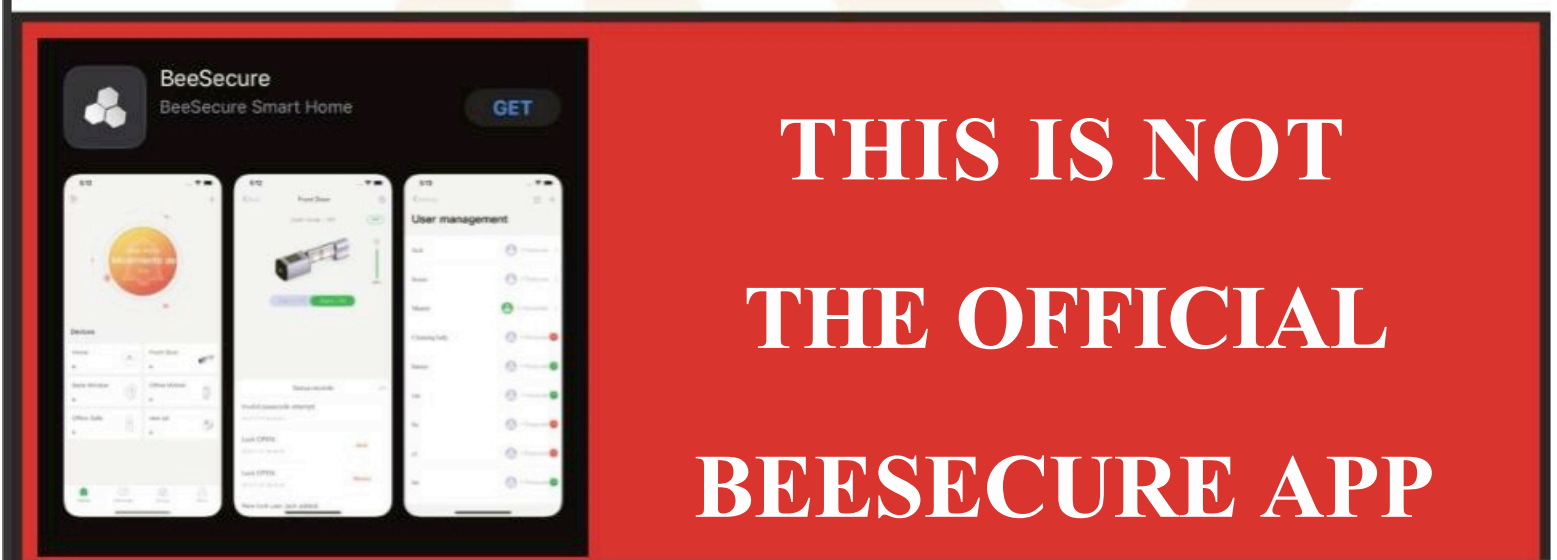


Part I: Account Setup

If you haven't already setup your account, please see the account setup guide located at beesecure.ca/getting-started.

Part II: The App

Once you have your BeeSecure account created, the app can be accessed by going to app.beesecure.ca and logging in. You can also access the BeeSecure App from your mobile device (Apple iPhone, Apple iPad, Google Pixel, Google Nexus, Samsung Galaxy, LG G10, etc.). For downloading android app please visit <https://play.google.com/store/apps/details?id=com.rivercityinnovations.beesecure> and for iOS App please visit <https://apps.apple.com/ca/app/beesecure/id1529645697>



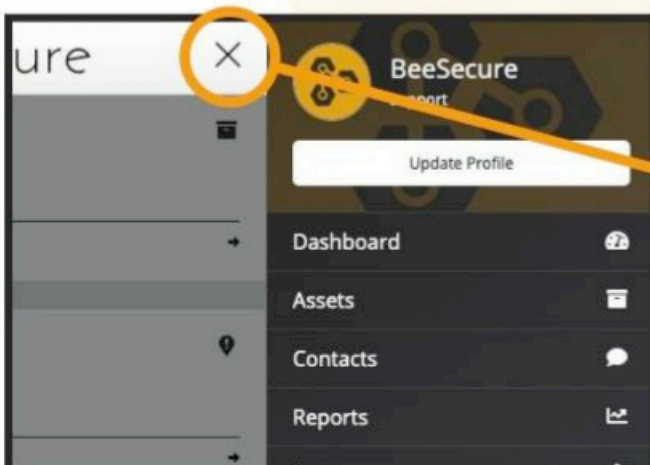
Part III : Navigation

1. All portions of the app (asset listing, contacts, settings, etc.) can be accessed through the navigation menu on the right side of the screen. You can interact with the navigation bar by clicking on the **user profile photo** in the top right.



User Profile Photo

2. Once the navigation menu is open you can click on one of the pages in the list to navigate to each or you can click on the X at the top of the screen (which has now replaced your user profile photo) to **close the navigation** menu.



Close Navigation

Part IV : Dashboard

The Dashboard provides a summary of your hardware (trackers), assets (items you have created and paired your hardware with), and account usage. Depending on whether or not you have any hardware paired with your assets, your Dashboard may look slightly different than what you see below.

The screenshot shows the BeeSecure dashboard with the following components and callouts:

- 1** ASSETS: 5 (VIEW ACCOUNT ASSETS)
- 2** STOLEN ASSETS: 0 (VIEW ACCOUNT ASSETS)
- 3** HARDWARE: 1 (VIEW HARDWARE)
- 4** TEXT MESSAGES: 0 /100 (VIEW USAGE REPORT)
- 5** GEOFENCE ALERTS: No geofence alerts.
- 6** BATTERY ALERTS: No battery alerts.
- 7** TEMPERATURE ALERTS: No temperature alerts.
- 8** LATEST EVENTS: ATV, 2019-12-09 14:18. Includes icons for Asset Events and Asset Breadcrumb Map.

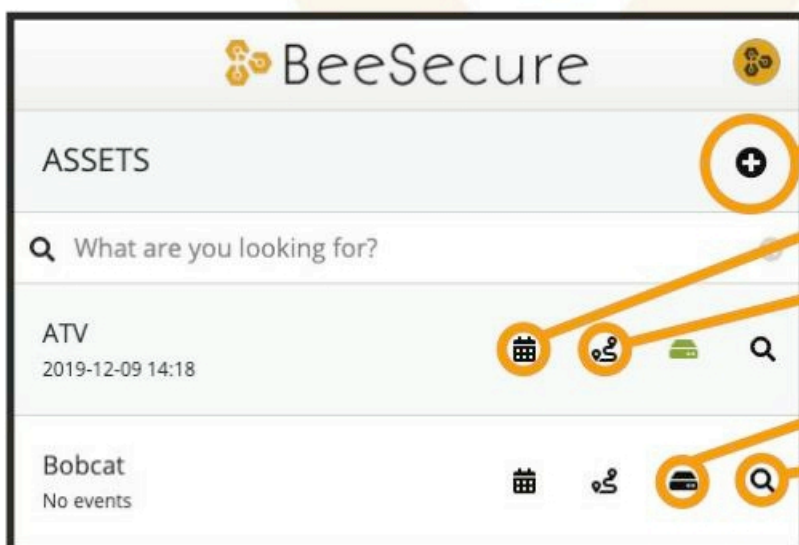
1. Asset Count: How many assets have been created in your account.
2. Stolen Asset Count: How many assets have been marked as stolen.
3. Hardware Count: How many devices have been added through this account through pairing with an asset.
4. Text Message Count: How many text messages (sms) have been sent out to contacts of this account for this month. Also displayed is your monthly limit which is based on the current number of paired devices to your account. You receive 100 free text messages per paired device.

5. Geofence Alerts: Notifications on whether or not devices with GPS tracking have left or have entered their assigned geofences.
6. Battery Alerts: Notifications on low battery voltage. This is based on the last event received from the device for its paired asset.
7. Temperature Alerts: Notifications on low or high temperature based on the threshold that can be set under the Update Asset page. These settings will only be available for devices that support temperature recording.
8. Latest Events: List of the latest events that have been received from paired devices. Click on the **asset events icon** to view its events, or the **asset breadcrumb map icon** if the device supports GPS tracking.

Part V: Assets

The Assets Listing page lists all the assets you have created. These are the things that you will pair your devices with (truck, ATV, snowmobile, boat, cabin door, etc.). Within your account you can switch which asset a device is paired to at any time. The event history will stay with each asset individually. This means you could have it on your snowmobile during the months it is stored and then move it to your boat when switching between the seasons. It would just require an asset created for each and a simple unpair from the old and pair to the new.

What Do The Icons Mean?



Create New Asset

View Asset Events

Asset Breadcrumb Map


Pair/Unpair Hardware

Update Asset Details


Pairing And Unpairing A Device With Your Asset

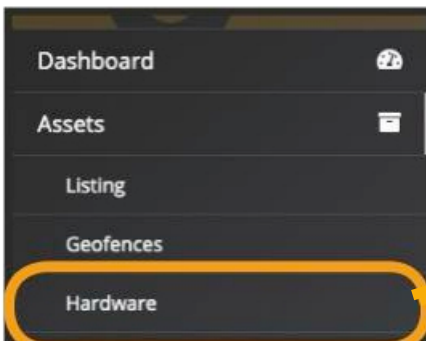
Pairing a device to your asset allows you to receive events from the hardware. This also registers the device to your account if it was not registered already. Once the device is registered to your account it cannot be added to another account meaning if the device itself is stolen, it can't be used by anyone else. You can view all your registered devices under Assets in the navigation menu by clicking on Hardware in the Assets submenu.

Pairing A Device With Your Asset

1. First, you will need an asset created, so make sure to do that if you haven't.
2. Press the **hardware icon**  to the right of the asset you would like to pair with.
3. Type in your device's ID, which is found on the sticker on the bottom of your device.
4. Press **PairHardware**.
5. Once paired, the hardware icon next to your asset should turn green.

Unpairing A Device From An Asset

1. Press the green **hardware icon**  to the right of the asset you would like to unpair from.
2. Press **UnpairHardware**.
3. The hardware icon should return to its regular black colour.
4. The hardware, still registered with the account, can be found in the **Hardware listing submenu option** under Assets in the navigation menu.



Hardware Listing

Updating Asset Details And Settings

To view an assets details and settings click on the **magnifying glass icon** next to the asset on the Asset Listing page.



Name: A descriptive name for your asset.

Description: Information such as make, model, colour, license plate, serial number, or any other identifying features.

Show On Map: Whether this asset should be included on the Asset Map page. Only available with devices that track GPS.

Stolen: Whether or not this asset is stolen. Only available with devices that track GP S.

Stolen Date: The date the asset was stolen if Stolen is marked as yes. Only available with devices that trackGPS.

Notifications Enabled: Whether or not you should you receive any notifications at all for this asset. Only available once a device is paired.

Notify Of Event Once Idle For: How long the asset should be idle for before sending another alert to your contacts. Only available once a device is paired.

Geofence: Geofence assigned to this asset. Only available with devices that track GP S.

Only Notify When: Alert when inside or outside assigned geofence. Only available with devices that track GPS.

Low Temperature Alert: Low temperature threshold. Only available with devices that track temperature.

High Temperature Alert: High temperature threshold. Only available with devices that track temperature.

File: Select a photo to upload for this asset.

UPDATE 'ATV'

General Information

Name *

ATV

Description

Ex: Make, Model, Color, License Place, VIN, Serial Number, etc.

Show On Map *

Yes

Stolen *

No

Stolen Date

YYYY-MM-DD

Notifications

Notifications Enabled *

Yes

Notify Of Events Once Idle For *

30 minutes

Geofence

None

Only Notify When

Inside Geofence

Low Temperature Alert

No Alert

High Temperature Alert

No Alert

Photo


File

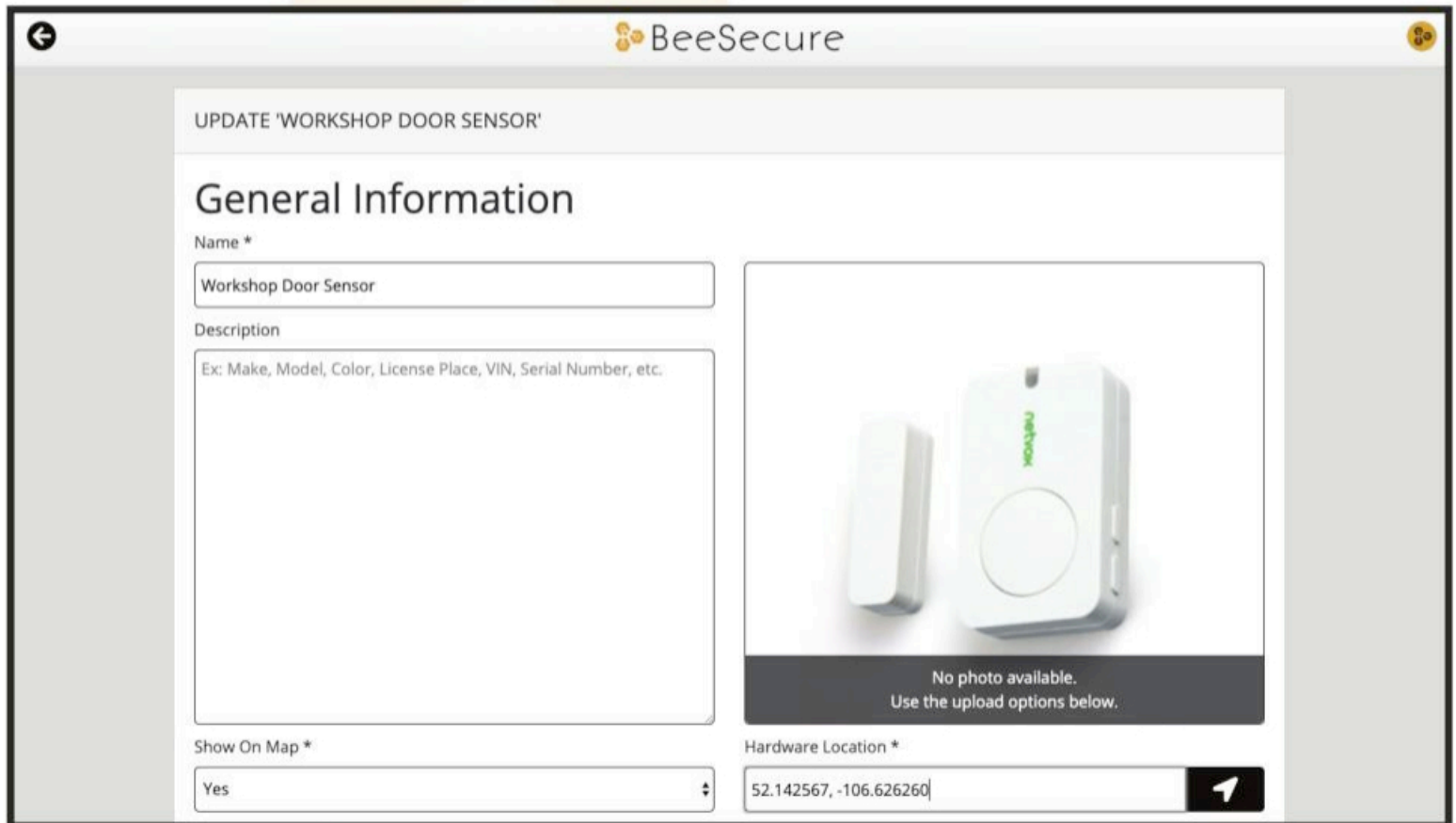
Choose File No file chosen

Max size: 2MB, File type: jpg

UPDATE ASSET

Setting A Location On A Stationary Asset



There are some assets paired with certain types of devices that you may want to see on the Asset Map Report (motion detectors, door sensors, etc.). When viewing their details using the Update Asset page, you will see a field called hardware Location. Fill in this field with GPS coordinates and the asset will then appear on the Asset Map Report. If you are currently located where the hardware is you can press the **current location icon** . It may ask for your location or to use location services. If you give it permission, it will do its best to get your current coordinates and fill them into the field.



The screenshot shows the 'UPDATE WORKSHOP DOOR SENSOR' page in the BeeSecure interface. The page is divided into several sections:

- General Information:**
 - Name ***: A text input field containing 'Workshop Door Sensor'.
 - Description**: A larger text area with a placeholder example: 'Ex: Make, Model, Color, License Place, VIN, Serial Number, etc.'.
 - Show On Map ***: A dropdown menu currently set to 'Yes'.
- Hardware Location ***: A text input field containing the coordinates '52.142567, -106.626260'. To the right of this field is a black button with a white location pin icon.
- Image Placeholder:** On the right side, there is a placeholder for a photo of the sensor. It shows two white rectangular devices. Below the image, a dark grey box contains the text: 'No photo available. Use the upload options below.'

Assets Geofences


To view the geofences that have been created in your account, click on the Geofences submenu option in the Assets navigation menu. To create a new geofence, click on the **addition icon**  . To modify an existing geofence, click on the **magnifying glass icon**  .

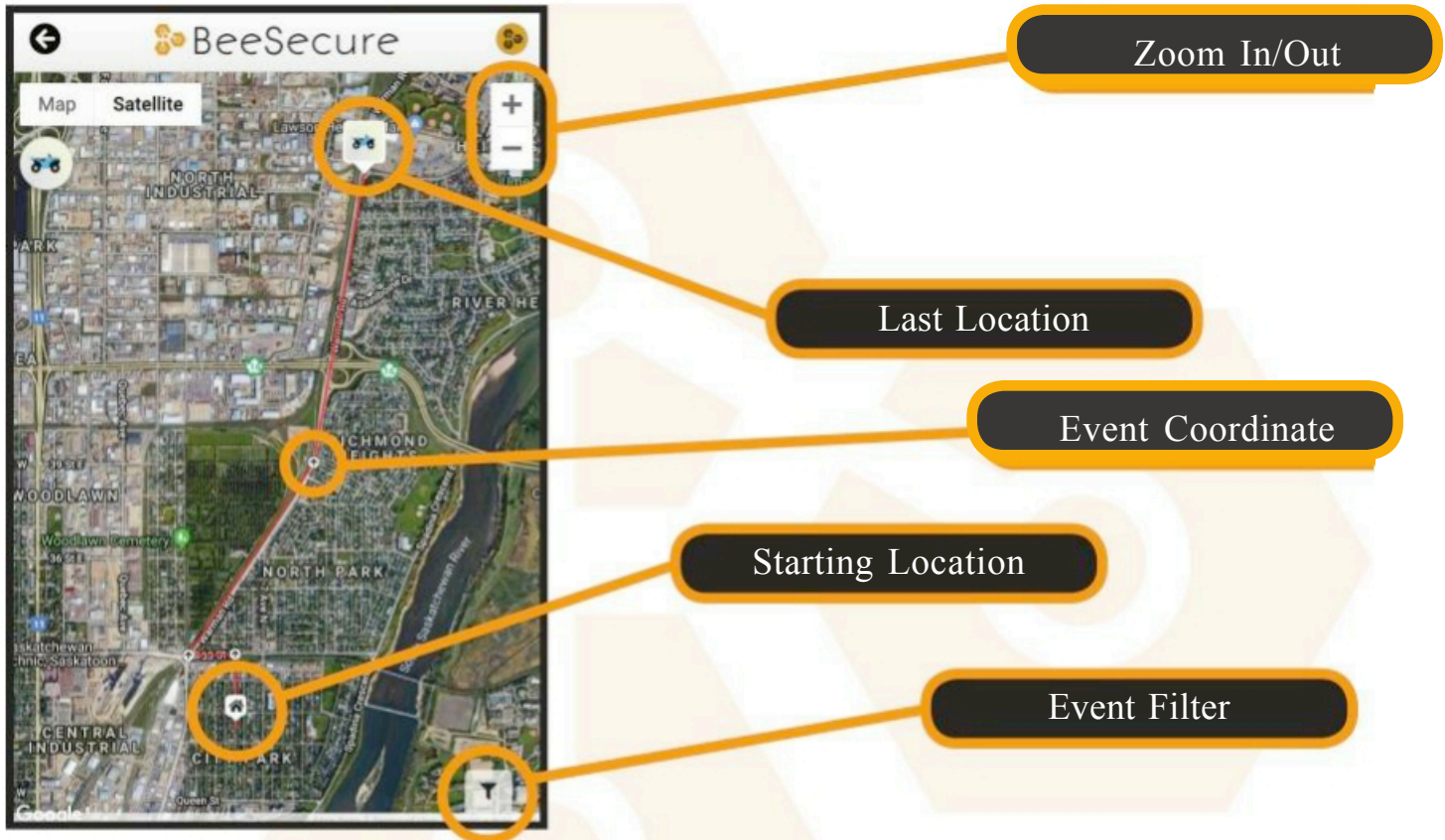
Creating A New Geofence

1. Enter a descriptive name for the geofence.
2. Search for a specific location using the search box if you don't see it on the map in front of you.
3. Alternately, press and drag the map until you find the location you are looking for. You can use the **+and- icons** to zoom in and zoom out.
4. You will create the geofence by clicking and placing boundary points around the area you want to fence. Each click places a new point and the last click you make should be closing the fence by clicking on the first point you placed. Make the fence at least 10 meters larger than the area to allow for GPS inaccuracies.
5. Once you close the fence, it should turn to an orange/yellow colour. Each point can now be adjusted if required.
6. Press on **Clear Geofence** if you would like to try again.
7. Press on **Recenter** to recenter the map on the created geofence.
8. Press **Create Geofence** when you are finished and continue on to each asset's details on the Asset Listing page to assign this newly created geofence to your assets.



Assets Breadcrumb Map

The breadcrumb map will show you all the tracked GPS coordinates as points with arrows pointing in the direction of movement. All of these points will be connected with lines allowing you to track where an asset has travelled during a given time period. By default the time period is for the current day. This can be changed by pressing the **filter icon**  in the bottom right of the window.

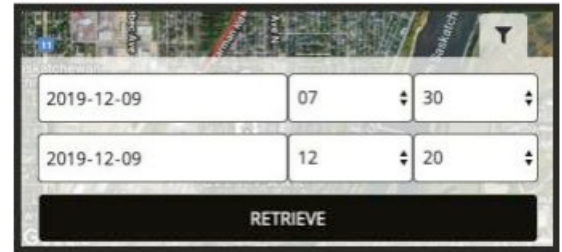


The **starting location icon** , **event coordinate icon** , and **last location icon** are all interactive so you can click on them for more information. In the information window that pops up, you can also navigate to the View Event page to view full details in that event in particular. This page will show you information supported by your device such as date and time, signal strength, battery voltage, direction, altitude, temperature, speed, etc. Not all of these pieces of information are available from every device, so check yours to verify what it supports.

Filtering The Breadcrumb Map

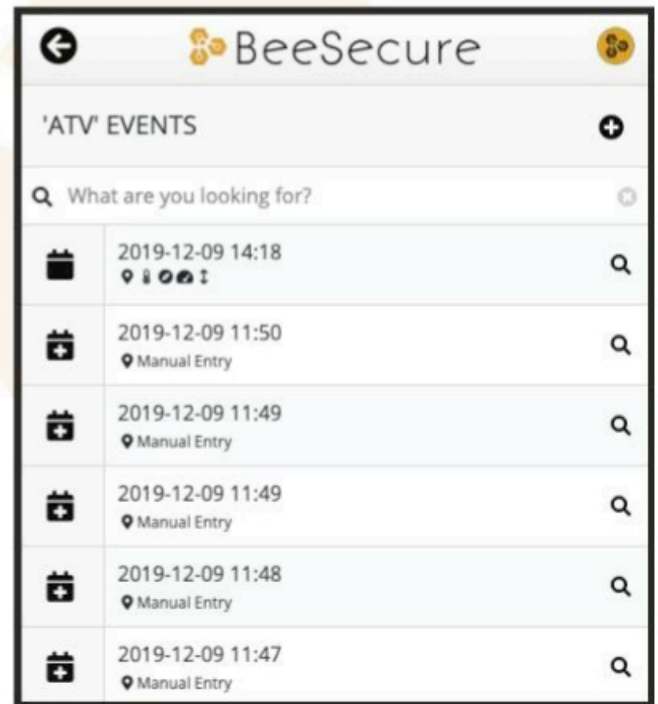
By default, as mentioned, the breadcrumb map will be showing the events for the current day. You can choose a different date and time range by expanding the filter.

This date range will be stored for other filters in the app as well. If you view the event listing for an asset for example, you will use a similar filter option that will remember the same dates you have selected.



Assets Events Listing

With no devices paired to your assets, you can create events manually which will show up as a calendar icon with a plus sign. The real benefit comes with a paired device though. Once a device is paired it will start logging events at intervals depending on the type. Calendar icons with a checkmark inside are check-in events and regular calendar icons with no symbol inside represent activity. GPS devices will log when they start moving, motion sensors when they detect motion, door sensors when it detects open or close movements, etc. Under the date and time in the listing, you will see icons for all the details this event has logged (coordinates, temperature, direction, altitude etc.). You can view an asset's events by pressing the **calendar icon** 📅 to the right of your assets on the Assets Listing page and then you can view each event's details by pressing the **magnifying glass icon** 🔍.



Assets Events Icons

- | | |
|----------------|-------------------|
| 📍 Coordinates | 🚪 Door Open |
| 🌡️ Temperature | 👤 Motion Check-In |
| 🧭 Direction | 🚶 Motion Detected |
| 🚗 Speed | 💡 Luminance |
| ⬆️ Altitude | and more... |

Assets Events Details

When viewing the details for logged events, you will only see the Hardware section when a device is paired. Depending on what the device supports, you may not see the same information as the screenshot on the right.

Event Date: The date and time the event was logged. Can not be changed once logged.

Type: Manual, normal, suspicious, or incident. Manual will be set automatically if the event was added through the app. Once logged it can be changed to normal, suspicious, or incident by you depending on what you deem this event to be.

Notes: Any additional information on the event.

Statement: If marked as an incident, you can add additional details regarding the issue.

Photo: If marked as an incident, you can add a photo to document the issue.

The screenshot shows the 'UPDATE ATV EVENT' screen in the BeeSecure app. The interface is organized into several sections:

- General Information:** Includes 'Event Date *' (2019-12-09 14:18) and 'Type *' (Normal).
- Hardware:** Displays 'Cellular: "Oyster" Asset Tracker' and 'Device ID: 142b3c4d5e6f7g8h'.
- Sensors:** A grid of sensor readings including Signal Strength (4.0dB), Battery (GOOD), Temperature (4.8°C), Direction (0° OFF OF NORTH), Speed (0 KPH), and Altitude (535m ABOVE SEA LEVEL).
- Map:** A satellite map view showing the current location of the asset.
- Notes:** A large text area for adding additional information.
- Incident Information:** A section for 'Statement' with a text input field.
- Photo:** A section for adding a photo, currently showing 'Choose File' and 'No file chosen'.

At the bottom of the screen, there is a button labeled 'UPDATE ASSET EVENT'.

Part VI: Contacts

We talk about text messages and emails from the events of your assets/devices but where do they actually go? They will be received by anyone you have setup as a contact in the app. You won't be able to add just anyone though. Once you add them into the app they will have to verify they want to receive these alerts. Once verified the app will start sending the alerts to them through either text message (sms) or email depending on which you set up for their contact. Once a mobile number or email is set for a contact it cannot be changed for security reasons. You will have to delete the contract, recreate, and reverify them.

The screenshot shows the BeeSecure app interface with a 'CONTACTS' section. A search bar is present with the placeholder text 'What are you looking for?'. Three contacts are listed: Doug Penner, Heather Penner, and Henry Penner. Each contact entry includes their name, email address, and phone number. To the right of each contact are icons for text and email notifications. A '+' icon is located at the top right of the contacts list. Callouts point to these elements:

- Create New Contact**: Points to the '+' icon at the top right of the contacts list.
- Update Contact**: Points to the magnifying glass icon next to Doug Penner's contact.
- Text Notifications Enabled**: Points to the speech bubble icon with a checkmark next to Heather Penner's contact.
- Email Notifications Disabled**: Points to the envelope icon with a checkmark next to Heather Penner's contact.
- Text Notifications Disabled**: Points to the speech bubble icon with an 'X' next to Henry Penner's contact.
- Email Notifications Enabled**: Points to the envelope icon with an 'X' next to Henry Penner's contact.
- Text Awaiting Verification**: Points to the speech bubble icon with a checkmark next to Doug Penner's contact.
- Email Awaiting Verification**: Points to the envelope icon with a checkmark next to Doug Penner's contact.

Text And Email Messages


Each device currently paired to an asset allocated a certain number of free text message per month. This number can be seen on your Dashboard or Usage Report. Make sure to check regularly to see where you are currently sitting.

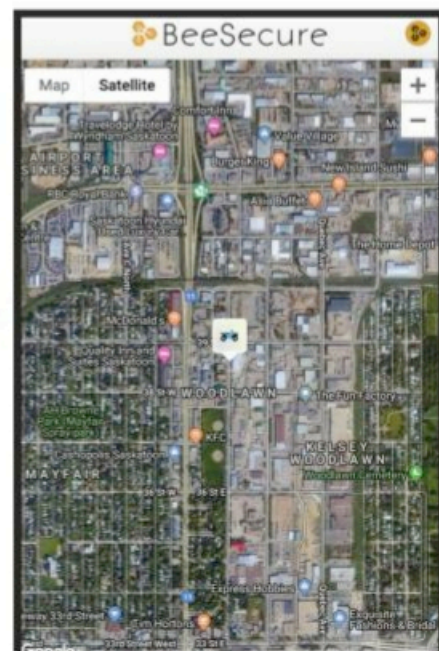
If you reach your limit for text messages this month, you will receive an overage alert asking if you would like to continue to receive message for a small fee per message. If you agree, each text message will be added to this month's invoice.

The limit for text messages resets every month and email messages don't have a limit. If you hit your text message limit, you can always disabled them for the rest of this month and still receive your email messages for free.

Part VII: Reports

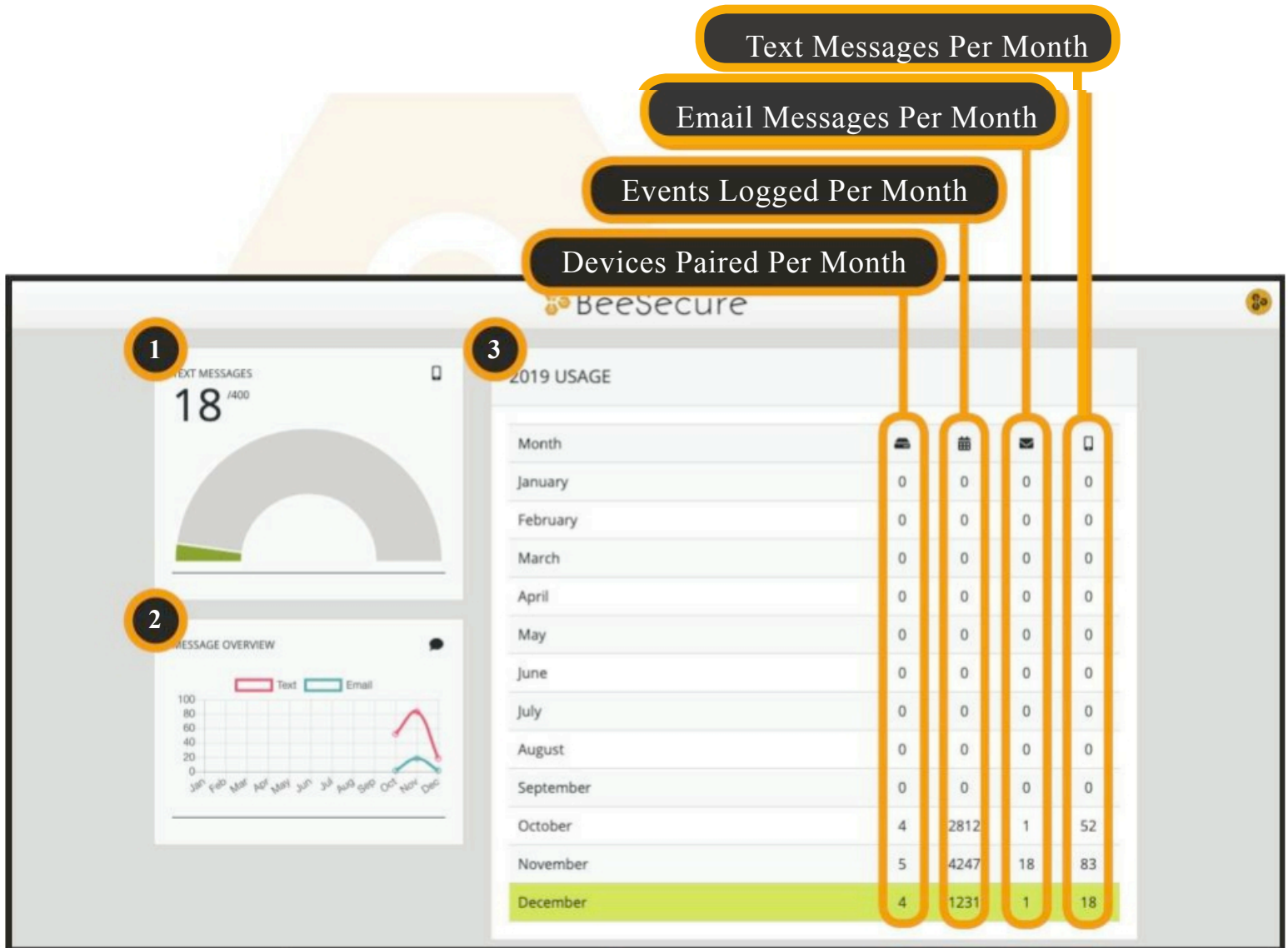
Asset Map Report

The asset map will show all assets supporting coordinates providing mapping is enabled under their details. Click on each asset photo to view the asset's details. You may have to zoom depending how close the assets are together. The desktop version will include a list you can click on to navigate to each. There is also a **refresh icon**  to reload the map.



Usage Report

The usage report will give you a quick overview of text messages (sms) sent this month, text and email numbers over the year plotted on a graph, and total numbers split up by month for the current year.



1. Text Message This Month: This shows how many text messages (sms) have been sent out as well as your limit for this month.
2. Message Overview For This Year: This graph shows your text message and email message usage per month over the course of this year.
3. Overall Usage For This Year: This table shows all of your device pairing, events logged, and email and text messages sent for the current year.

Part VIII : Account

Users

By default when an account is created there is only one user, the primary user, you. You can add as many users to your account as you like. These are the people with access to your account depending on the privileges you grant them



On top of your users, you may also see our BeeSecure Support user in your listing. This usually means we are interacting with your account based on a support call or email.

Creating A New User

When creating a new user you don't have to fill out all of the fields supplied. The only required fields will have the asterisk (*) symbol next to the field name. Newly created users are set to the Employee privilege level by default.


User Privileges

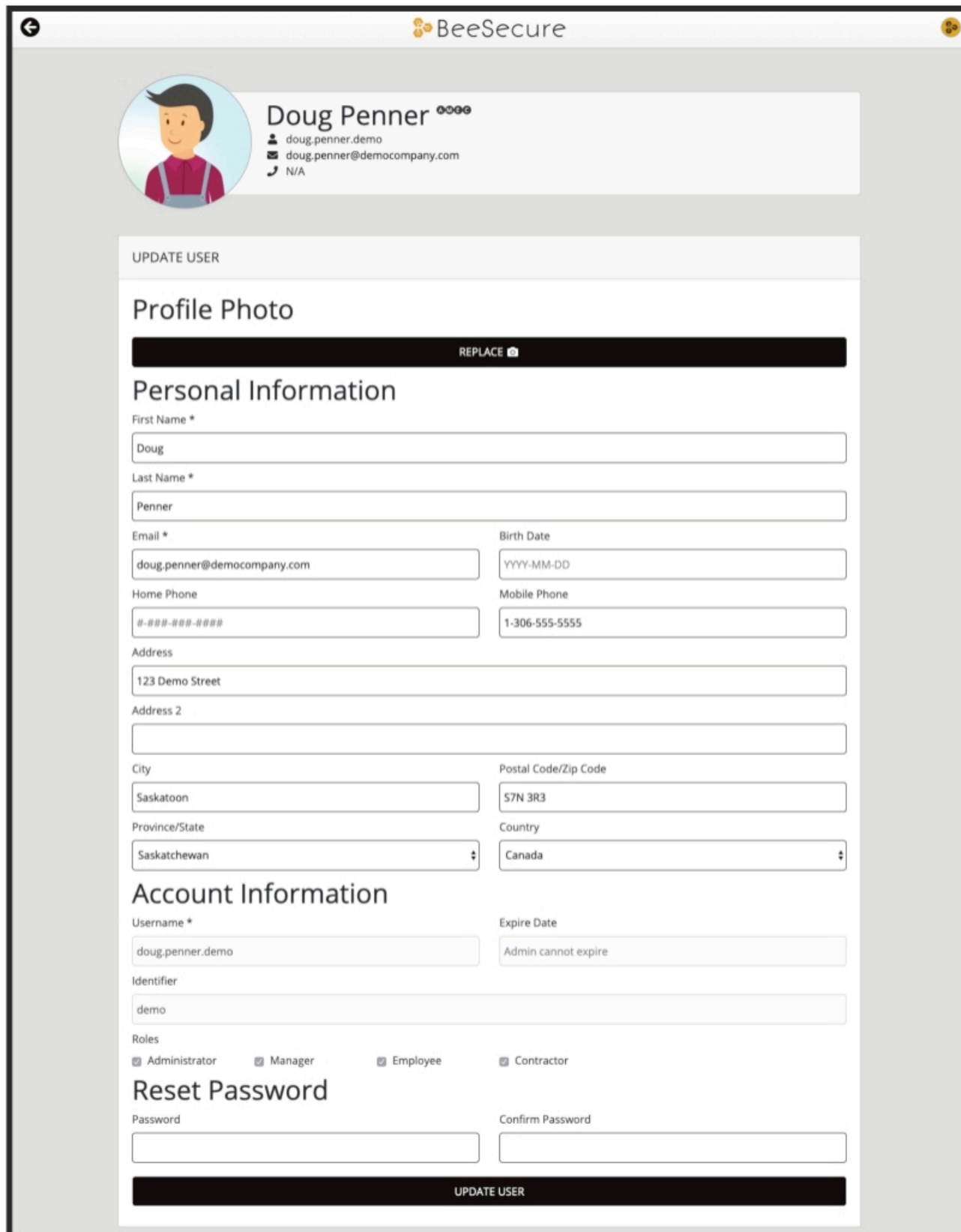
Employee/Contractor: View dashboard, view/create/edit assets, view asset's hardware, breadcrumb map, asset map report, and update their profile.

Manager: Employee/Contractor privileges, view/create/edit users (except Administrators), view/create/edit geofences, and view/edit/pair/unpair hardware.



Administrator: Manager privileges, contact, usage, billing, settings.

Updating A User

Any user added to your account can be updated through the users listing by pressing the **magnifying glass icon**  .




BeeSecure

 **Doug Penner** 
doug.penner.demo
doug.penner@democompany.com
N/A

UPDATE USER

Profile Photo

REPLACE 

Personal Information

First Name *
Doug

Last Name *
Penner

Email *
doug.penner@democompany.com

Birth Date
YYYY-MM-DD

Home Phone
#-###-###-####

Mobile Phone
1-306-555-5555

Address
123 Demo Street

Address 2

City
Saskatoon

Postal Code/Zip Code
S7N 3R3

Province/State
Saskatchewan

Country
Canada

Account Information

Username *
doug.penner.demo

Expire Date
Admin cannot expire

Identifier
demo

Roles
 Administrator Manager Employee Contractor

Reset Password

Password

Confirm Password

UPDATE USER

Billing

An Administrator can update the credit card on file, view the current month's accumulated subscription cost, and view past invoices.

If the current month's invoice amount is below our billing threshold it will carry over to next month. Once the invoice amount means that threshold, your account will be billed.

If there is a failed payment, it will carry over to the next month. If this happens, make sure to update your credit card information for coming month otherwise your account may be locked and you won't have access to it until the owing amount is paid.

Hardware is billed one month at a time. If you suspend a cellular based device for this month under the assets hardware listing, the fee will change to the suspended fee next month. Devices are billed each month for their largest cost for the that month.

The Past Invoices panel will indicate the status of an invoice. A green check mark indicates it has been paid, a green set of arrows indicates it has been carried over to the next month, and a red exclamation point indicates an issue.

The screenshot displays the BeeSecure billing interface. On the left, there are two panels: 'BILLING INFORMATION' and 'PAST INVOICES'. The 'BILLING INFORMATION' panel shows a Visa card ending in 9999 with an expiration date of 1/2000. The 'PAST INVOICES' panel lists invoices from July to November 2019, all with a status of 'Paid' (indicated by a green checkmark) and amounts ranging from \$0.00 to \$14.69. On the right, the 'DECEMBER 2019 SUMMARY' table provides a detailed breakdown of the current month's charges.

Credit Card Information

Description	Total
Hardware	
Cellular "Oyster" Asset Tracker Notes: Fake Demo Hardware DIDID: 1a2b3c4d5e6f7g8h	\$13.99
Text Messages	
100 Messages Included	\$0.00
Subtotal	\$13.99
Tax	\$0.70
Total	\$14.69

Past Invoices

Settings

Tooltips Enabled: When enabled hovering over icons will provide a helpful tip.

Time zone: All times in your account are based off of this timezone.

Receive Event Alerts: When enabled you will receive text messages and emails for events.

Don't Receive Event Alerts During These Times: When times are set for particular days, no text messages or emails will be sent out for events.

Receive Temperature Alerts: When enabled you will receive text messages and emails for temperature alerts outside of the set asset thresholds.

Receive Battery Alerts: In development. Currently no text messages or emails are sent for this. Make sure to keep an eye on the Battery Alerts panel on the Dashboard.

Asset Map Auto Refresh: When set to an interval the asset map will automatically refresh itself with the newest events when you are viewing it.

Share Account Info With Law Enforcement: When enabled law enforcement will have asset to information regarding your gps tracked assets marked as stolen in the app.

General
Tooltips Enabled *
Yes

Location
Timezone *
America/Regina - UTC/GMT -06:00
It is currently: 2019-12-10 13:02

Notifications
Receive Event Alerts *
Yes

Don't Receive Event Alerts During These Times *

Sun: - to -

Mon: - to -

Tue: - to -

Wed: - to -

Thu: - to -

Fri: - to -

Sat: - to -

Receive Temperature Alerts *
Yes
You will receive a maximum of 1 temperature alert every 6 hours per asset.

Receive Battery Alerts *
Yes

Reporting
Asset Map Auto Refresh *
Off

Information Sharing
Share Account Info With Law Enforcement *
No

UPDATE SETTINGS

Support & Questions

If you have problems, run into any issues, or just have questions or concerns don't hesitate to reach out. You can contact us through email at hello@beesecure.ca or by phone at 1 -306 -986 -8888 .

