

Control Center

The Control Center is a hierarchical representation of your organization's locations. It is an advanced security feature that will allow an administrator to tailor the visibility of data and Custom settings can be placed into locations within the tree that affect the visibility of data and the access to secure data. For instance, a receptionist of one campus may only be allowed to view data for their local campus, while another receptionist in a remote campus may be allowed to view data for all locations. Allocation Tree allows for diverse settings as such.

If your facility has multiple buildings or sites, Control Center can help manage logistics with the ability to isolate and view only information that is pertinent to each specific location. With a centralized tool, you can configure special policies and settings to be applied for each location; designate users to only login at certain stations; create custom screens specific to a site; and design badges and print policies for specific locations. A single logical site map lets you conveniently track destination and locations for easy operation.

ENABLING CONTROL CENTER

To access the Control Center, open *Home | Configure System | Control Center*. The first time that you try to access the Control Center, you will see the following message:

This option enables the Control Center option which allows you to place settings into different location in a virtual tree. The tree represents the physical locations of where you use the PassagePoint Client application.

Click "Enable Control Center" to active the tree. The Allocation Editor is divided into two panels. The top panel manages the location hierarchy, while the lower panel is settings and resources that are assigned to the selected location.

DISABLING CONTROL CENTER

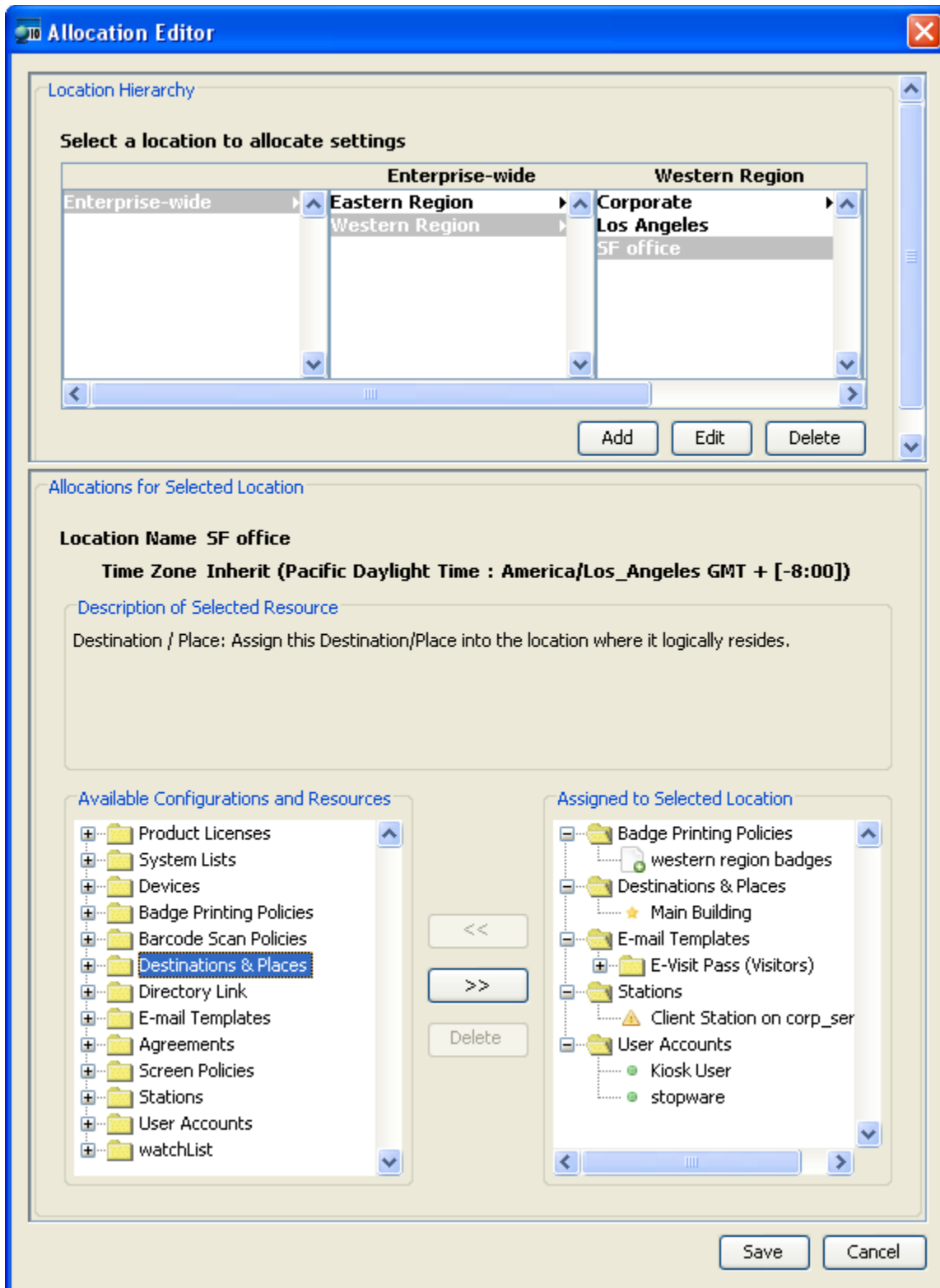
After the Control Center has been activated, disabling the tree means that all settings which were assigned to locations will no longer be in effect. The system will use settings that have been designated as default. For instance, if you have multiple lists of Arrival Instructions, the list that you have set as default will be the Arrival Instructions that will appear in Instruction dropdowns.

A disabled tree can be re-enabled by clicking "Enable Control Center".

ALLOCATION EDITOR

To add a location and assign custom settings, click the "Edit Locations & Allocations" button on the main Control Center configuration tree to bring up the Allocation Editor. As with the main screen, the editor is sectioned into a mange locations panel and an assign resources panel. The bottom panel is used to assign resources to the location selected in the top panel.

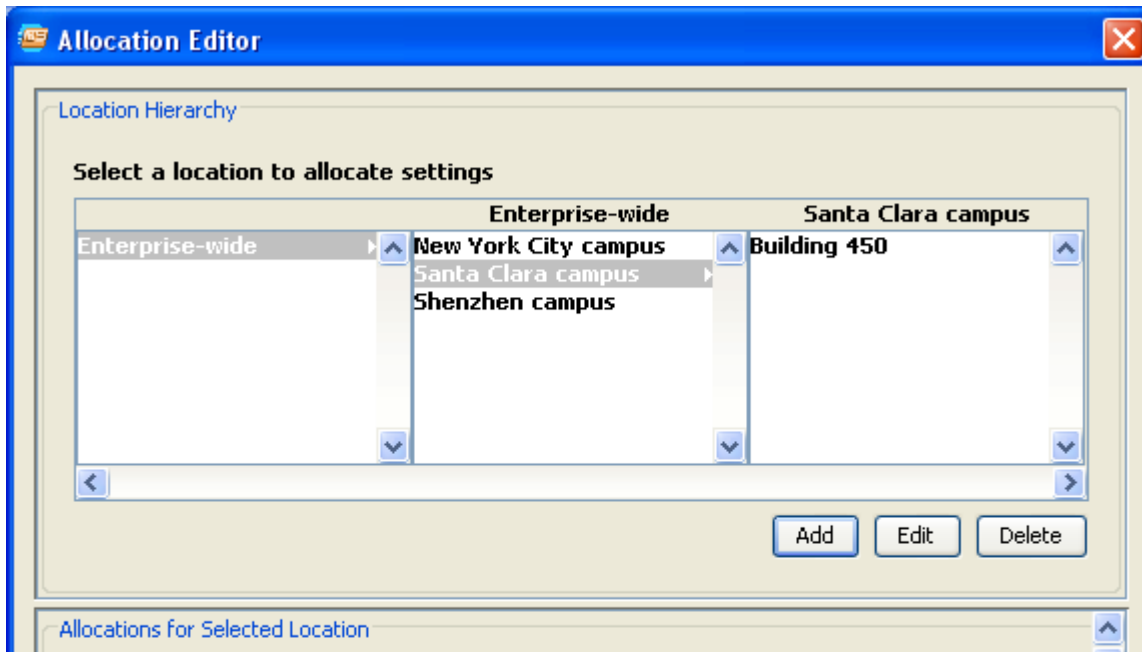
Figure 43 - Allocation Editor



Managing Locations in Location Hierarchy

Locations are created from the Location Hierarchy panel in the Allocation Editor screen. The location hierarchy is sometimes referred to as an Allocation Tree. We recommend that you group your physical locations into logical groupings. For example, an enterprise at the top level may have groupings below it such as campus sites. Within each campus location grouping would be sub-categories, such as buildings. Buildings can then be subdivided according to their own grouping, such as lobbies or departments within a campus. These groupings can be represented in the tree structure within Control Center's Allocation Tree. Sublevels are graphically represented with an arrowhead symbol next to a location name.

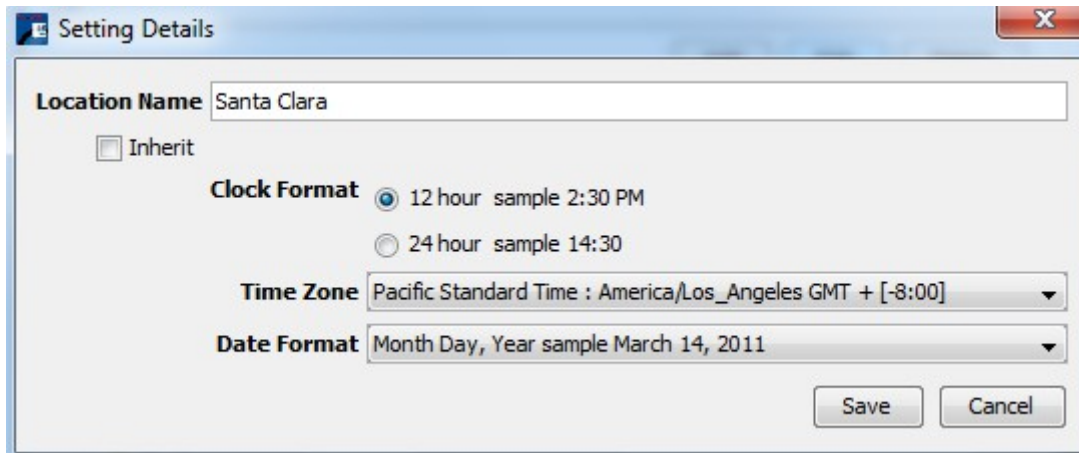
Figure 44 - Location Hierarchy



Enterprise-wide is a special location which cannot be deleted. It is the top-most location in the Control Center's Allocation Tree. In a hierarchical structure, this is usually referred to as the root of the tree. There can only be one top-most location. To specify a default time zone for the enterprise, set it in Global Setting configuration.

To add a location to the Allocation Tree, select the location grouping for the item you would like added and click "Add". For example, to add "Santa Clara Campus" as a location under Enterprise-wide, select Enterprise-wide. Clicking "Add" will open a configuration screen that lets you specify the name of the location and selection for Clock Format, Time Zone, and Date Format or to inherit from Enterprise-wide. Selecting a time zone is important if you are dealing with locations in different time zones as transaction will be displayed in their chosen clock and date format.

Figure 45 - Location Setting



To edit a location, select the location and click “Edit”. Similarly, delete a location by selecting it and clicking “Delete”.

Assigning Configurations to Locations

From within the Allocation Editor, you can assign resources and configurations to a selected location. Each location must meet the prerequisite. Minimum prerequisite for each location must either be inherited or assigned with a license, user account, client station, and destination. The process to assign a configuration to a location is accomplished by following these steps:

- Select the location from the Location Hierarchy
- Select a configuration from the list of Available Configurations and Resources
- Click “>>” to assign the selected configuration to this location

The “Allocations for Selected Location” panel shows two panes. The left pane shows the configurations and resources that are available to be assigned to this location. The right pane shows those that have been assigned to this location.

To assign a setting or resource, select the item from the Available Configurations pane and click the “>>” button. Most configurations can be reused in multiple locations. In some cases when a resource of setting is only assignable to one location, a warning message will appear and the configuration will move automatically from its assigned location in the tree to this new location.

To unassign a configuration from this location, select the configuration and click the “<<” button to move the configuration back into the Available Configurations list.

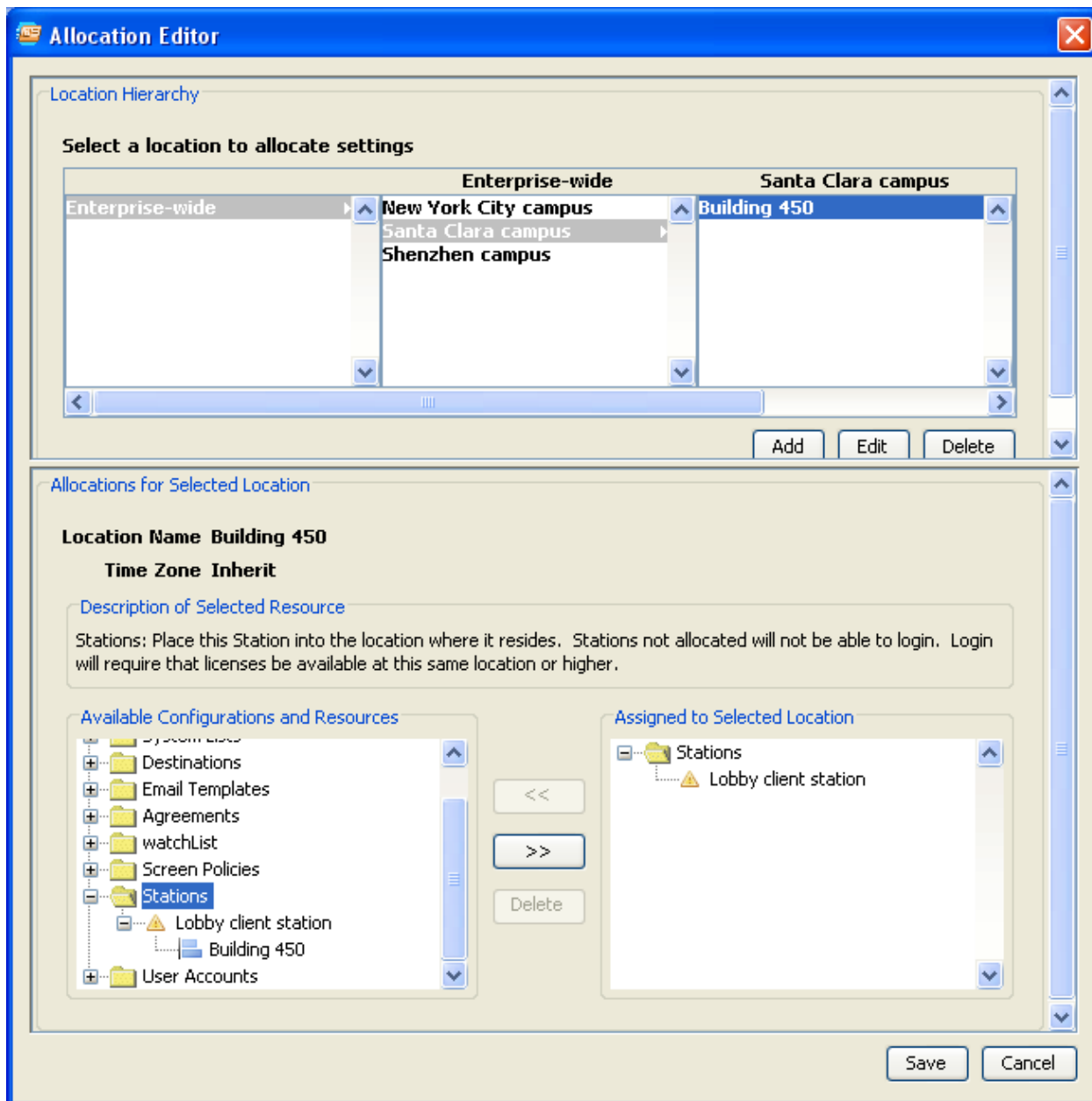
Assigning Stations

Note: If Control Center is activated, a Stations must be placed in the tree for allocated settings and resources to be applied properly.

Settings and resources are accessible based on Station locations. When a setting or resource is needed at run-time, it looks for the settings and/or resources up the tree from where the Client

Station resides. The exception to this is Destinations, where the list of destination locations is obtained based on station location on down the tree.

Figure 46 - Assigning Stations to Location



Assigning Product Licenses

Client Stations will be allowed to log into the PassagePoint Server if an available client license is found in that station's location tree path. When a Client Station logs in, it looks for a license starting at its Station location on up the tree to find an available license. Client licenses are based on concurrent usage.

Assigning User Accounts

A user can log into PassagePoint only if the Client Station is at the same location as his/her User Account or below. Users are not allowed to log into stations above their location in the tree. Power users should be placed higher up in the tree. Accounts placed lower in the tree will have more limited login capabilities than those placed higher.

Assigning Destinations

Destinations should be assigned to their logical location in the Allocation Tree. A user will be able to see destinations which are based on their Station location in the tree on downward.

Assigning System Lists

Lists typically are used in dropdowns on entry screens. At run-time, user will see the first List that is found starting at the Stations location in the tree on upward. This is helpful to limit the number of items in a dropdown list that a user will need to choose from.