6

Activating Clocks on the inCloud Portal

To easily activate your clocks on the inCloud Management portal, download American Time's Network Clocks mobile app for Android devices (see QR code provided below).

Scan the QR code to the left to download the Network Clocks mobile app. The app allows you to quickly and easily set up clocks on inCloud.

Scan the QR code to the right to access the quickstart guide for the Network Clocks mobile app.

If clocks can only be activated using a computer, follow the steps listed below.

1. Navigate to the inCloud portal: incloud.american-time.com. Log in using the credentials supplied in the welcome e-mail from American Time.
2. Click on the green "Setup New" button in the PoE Devices bar on the Devices List page. This will open the Activate Network Devices page, which will list all the clocks assigned to your site by American Time.
3. Click the MAC address.
   - If you have multiple devices to set up, the MAC address can be searched using the last five characters of the address including the colon (for example, AA:11) in the search bar.
4. Reference the MAC Address Log Sheet from Step 5 for the installation location and enter the location in the Device Title field.

If you have additional clocks to set up, repeat Steps 3 and 4 until your setup is complete. Once you have finished setting up clocks, clicking on "Devices" in the sidebar menu will take you back to the Devices List page.

After activation, clocks will appear as partially activated in the Devices List until they communicate with inCloud fully; this may take up to one hour, but clocks will function normally until that occurs.

The inCloud Management Portal is a fast and intuitive tool for setting up, monitoring and managing American Time products. Get your devices up and running more quickly, efficiently manage their status, and easily make changes. inCloud includes features such as:

- Indicators for clock status and time sync
- Time server management
- Brightness, 12/24-hour display, and other settings and controls
- Default and custom configuration setups, to maintain consistent settings across all clocks

With the inCloud management portal you can set up, monitor and manage your American Time network clocks easily and from anywhere.

incloud.american-time.com

Power over Ethernet (PoE) Digital Clocks

Please read this first!

If this is your first installation or you have questions at any time during this process, please call American Time at **800-328-8996**.

1

Pre-Installation
1. Verify network infrastructure with Network Administrator.
   - Power over Ethernet (PoE) solution
   - Dynamic Host Configuration Protocol (DHCP) settings
2. Plan Digital PoE Clock locations and cabling routes

2

Unpack the box
- Remove the components from the box. Save the packing materials in case you need them later.

3

Check the contents
Your package contains:

1. Digital PoE clock(s)
2. 1ft Cat 5 or higher Ethernet patch cable
3. Quick Start Guide with mounting template
4. Installation and Operation Manual
5. USB Drive (optional) with Network Clock Connect Software—Part #H004167B-POE

NOTE FOR NON-INCLOUD CUSTOMERS: If you have not purchased a subscription to the inCloud Management Portal, setup is complete after step 5. See back page to learn more.

phone: **800-328-8996**   online: **american-time.com**   fax: **800-789-1882**
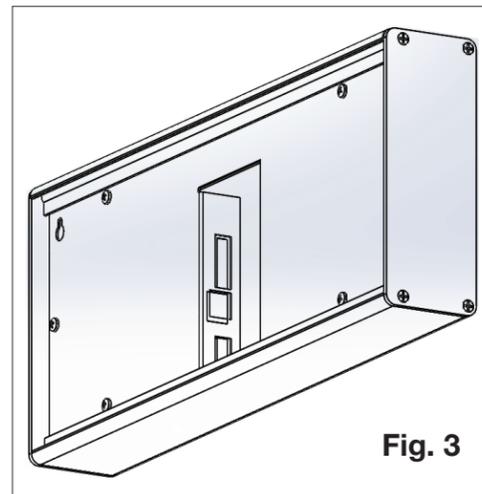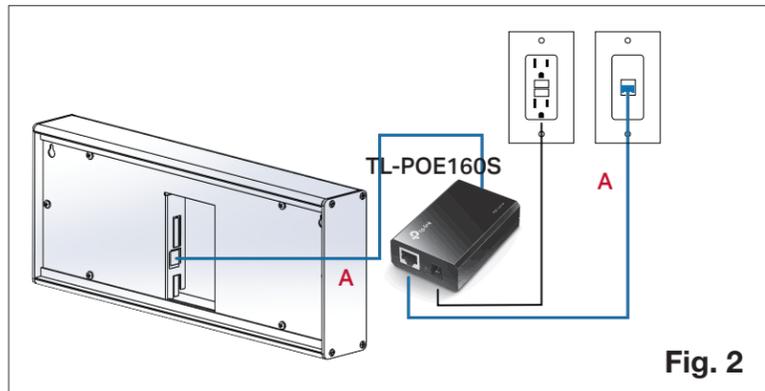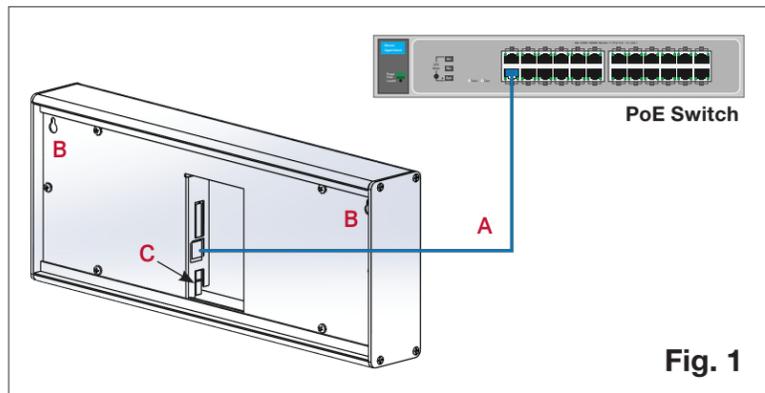
4

Set up the Clock

1. To power up the clock, connect a Cat 5 or higher Ethernet patch cable (A) to a PoE switch **(Fig. 1)** or single injector **(Fig. 2)** and to the rear panel. The time should display in 20-40 seconds.
   - PoE Switch **(Fig.1)** - Check with network administrator for infrastructure needs. This part is not supplied by American Time.
   - PoE Injector (TL-POE160S) **(Fig. 2)** - This is an optional power source that may be purchased from American Time.

   Note: When a DHCP network is not present at initial start up, the PoE clock will default to a random Static IP in the range of 169.254.1.0 to 169.254.254.255.

   For more details reference the PoE Devices Installation & Operation Manual at
   click.american-time.com/PoE-Manual

PoE Switch

Fig. 1

Fig. 3

TL-POE160S

Fig. 2

A=PoE connection (Cat 5 or higher Ethernet patch cable)
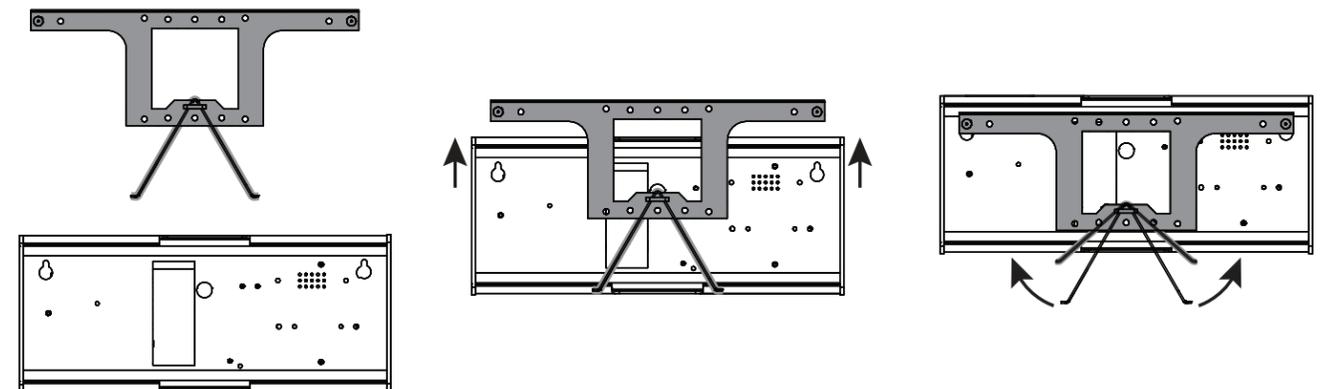**B**=Keyhole hanger **C**=Relay

5

Hang your clocks

1. Mount the included bracket to a gang box or to the wall, using at least two of the holes on the bracket.
2. Insert the spring legs on the bracket in the channel at the rear bottom of the clock.
3. Push the clock up to compress the springs, then push the top of the clock towards the wall to insert the bracket studs in the keyhole slots on the clock backplate.
4. Release the clock. The bracket studs should slide into the upper portion of the keyhole slots to retain the clock. If the studs have not seated, wiggle the clock gently until the studs align with the slots and slide into place.

inCloud users should progress to Step 6 (back page).

If you have not purchased a subscription to the inCloud Management Portal, installation is now complete.

For additional configuration options for customers not using the inCloud Management Portal, download the Network Clock Connect application at https://click.american-time.com/nccdownload (Windows only)

The inCloud Management Portal is a cloud-based platform to enhance and simplify management of your clock system.

Features include remote monitoring of clock status, configuration adjustment, scheduled event management, and more.

To learn more, visit click.american-time.com/incloud or scan the QR code:

inCloud™