



TEOS Class Check-In

TEOS 2.0 Installation & User Manual - 2019

Document Version 1.0

Overview

Thank you for purchasing these products and solutions. This document will explain the class check-in module accessible from the TEOS platform. The class check-in workflow digitizes the sign-in of students as they enter a classroom. This removes the need for teachers to take roll call.

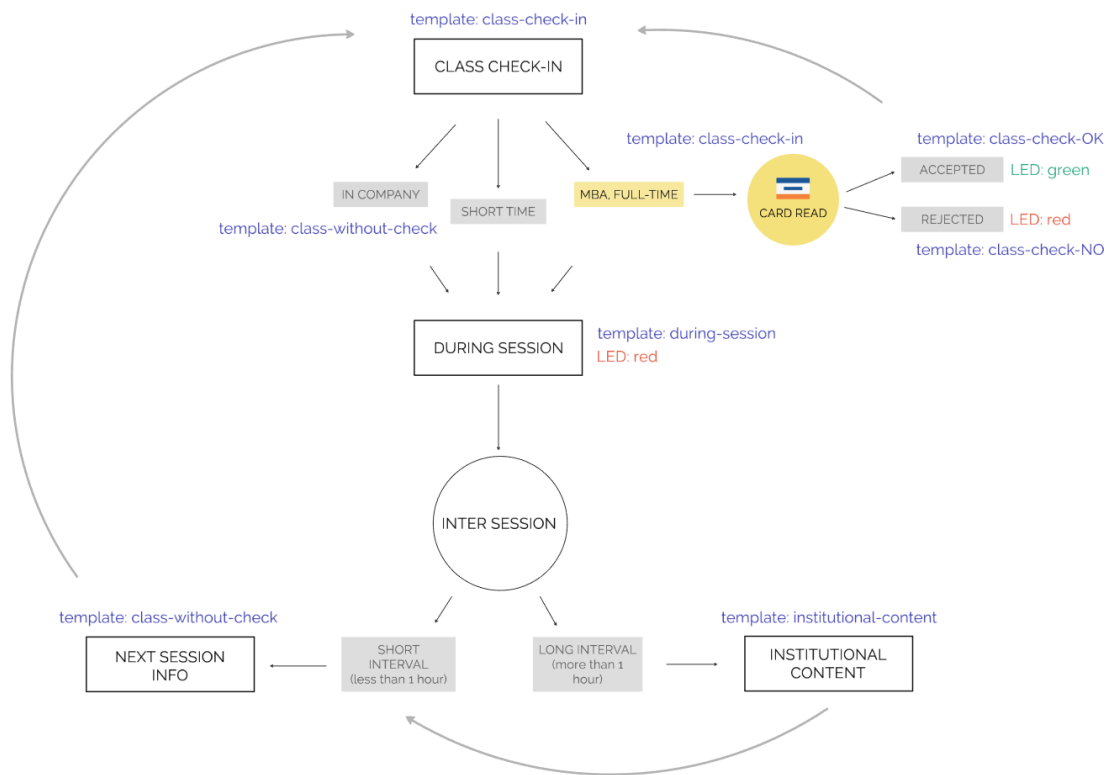
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1. Class check-in workflow

The class check-in workflow digitizes the sign-in of students as they enter a classroom. This removes the need for teachers to take roll call. Here is the complete workflow for this:

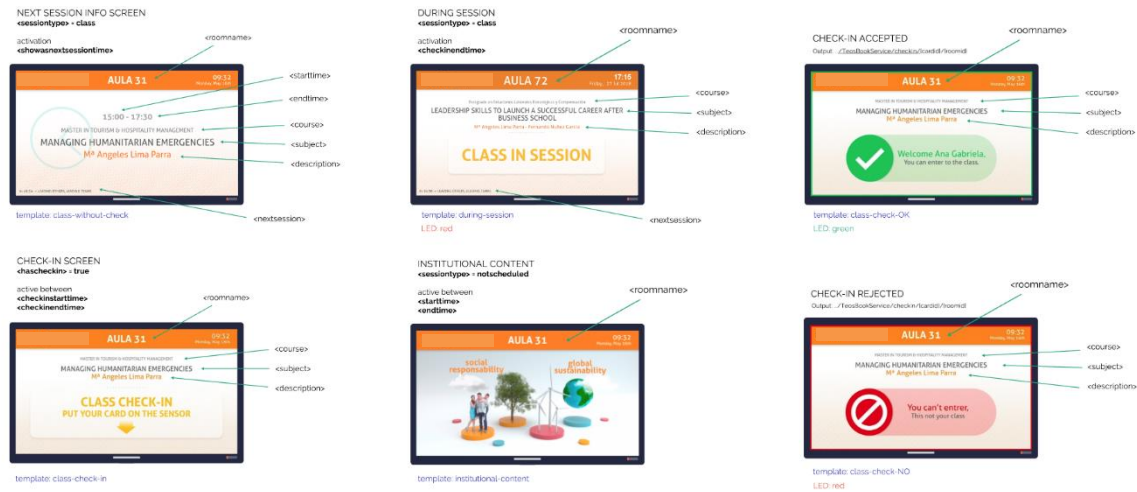


The TEOS system is the interface between the data sent via webservice from the school. TEOS via the tablet is showing the calendar received via web (xml and json) and return at the check-In phase the room ID and card ID from the student, for the school to register the information. You can find below an example of the data exchange between TEOS and the web service of the school.

CALENDAR (XML)	CHECKIN (JSON)
https://SchoolServer/TeosBookService/calendar/{roomid}?hour={hour(HH:mm)} https://SchoolServer/TeosBookService/calendar/00000000 <pre> <appointments> <appointment> <calendarname>Calendar Room 1</calendarname> <checkinendtime/> <checkinstarttime/> <course>Environmen</course> <description>Peter Parker</description> <endtime>20180601190000</endtime> <hascheckin>false</hascheckin> (true/false) <nextsession>22:00 </nextsession> <organizer>School Name</organizer> <roomid>1</roomid> <roomname>Room 01</roomname> <sessiontype>class</sessiontype> (class/notscheduled/reserved/meeting) <showasnextsessiontime>20180601150000</showasnextsessiontime> <starttime>20180601160000</starttime> <subject>ENVIRONMENT</subject> </appointment> </appointments> </pre>	https://SchoolServer/TeosBookService/checkin/{cardid}/{roomid} https://SchoolServer/TeosBookService/checkin/182583/00000000 <pre> { "errorMessage": "", "message": "Welcome Anakin", "error": false, "subtitle2": "", "subtitle1": "You can enter the class", "errorInternalMessage": "", "ok": true } https://SchoolServer/TeosBookService/checkin/182583/000000001 { "errorMessage": "", "message": "You can't enter", "error": false, "subtitle2": "", "subtitle1": "This is not your class", "errorInternalMessage": "", "ok": true } </pre>

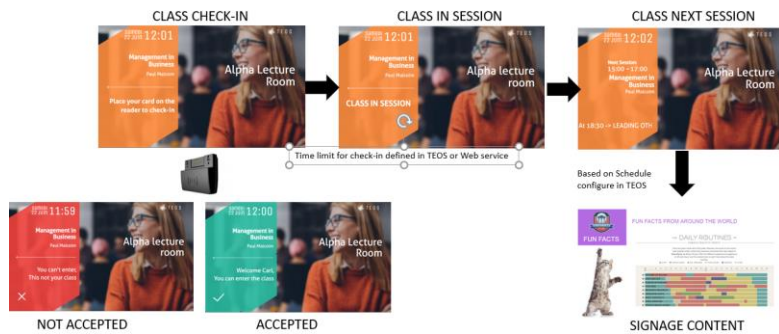
This information is retrieved as an external data source and is linked in the template you want to design.


We propose two templates by default to simplify the usage. These templates can be modified.

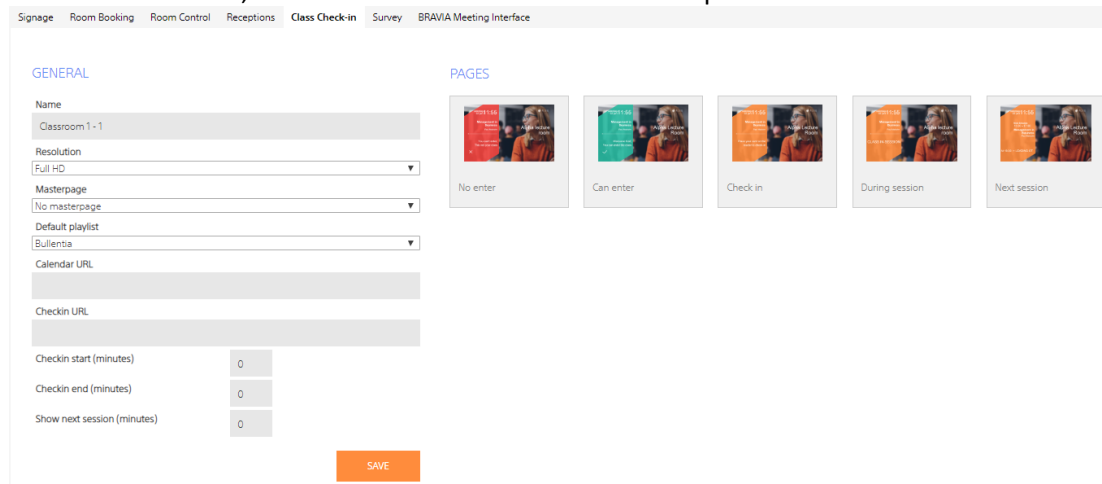


2. Creating the check-in interface

Classroom check-in is a workflow dedicated for educational purposes. The Idea is for the school to be able to know the presence of the student based on a tablet installed by the entrance of the classroom. This presence can be checked using the RFID reader and the card of the student. For more details please contact Sony.




To create a class check-in Interface, go to Workplace Solutions  and class check-in. Click on create new, add a name and click save. These templates can be modified afterwards.



After having created a class check-in interface you must complete the following information:

1. Name of the class room
2. Resolution: you can select the resolution based on the device you use
3. You can select to have a masterpage with the logo of the school, date and time and all information that will stay during all the workflow
4. Default playlist: can be selected when the next session is more that one hour from the current time
5. Calendar URL: put the calendar URL from the webservice of the school
6. Checkin URL: put the check-in URL that need to be sent by TEOS with the card ID
7. Checkin start (minutes) is the time defined by customer before the session to do check-in
8. Checkin end (minutes) Is the time defined by customer until check-in can be done during session
9. Show next session (minutes) is the time to define for the next session to be shown in the tablet

After creating your class check-in interface, go to Administration  > Device Management and click on edit in the tablet you want to use with Class check-in. In General tab, the meeting room device type must be in "None". Go to Signage settings, select always in front and in default presentation select the Classroom name you just created.

Click on **save button** and push on **update screen** button .

The tablet should close and open again to TEOS Android App with the check-In interface.

3. Tablet configuration with Class check-in

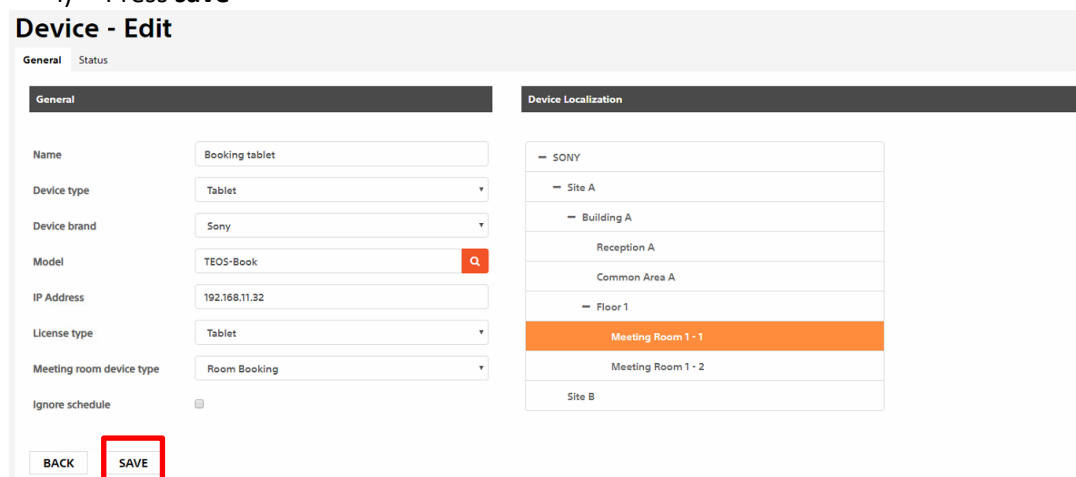
3.1. Add a tablet into TEOS

In this section we explain how to add a tablet into TEOS and use it with the different add-ons.

1. Go to the TEOS Manage Interface > Administration > Device management. You have different methods to add a tablet: from an excel import, from the auto discovery option, or by adding It manually.

Here we will manually add a tablet, so begin by pressing "add device".

- a) Insert the room or tablet name
- b) Select "tablet" as device type
- c) Select Sony as device brand
- d) Model will be automatically filled
- e) Insert the IP address of the device
- f) Select "tablet" as license type
- g) You can select if you want to use the device for room booking or for room control
- h) Add tablet into a device group (you must first create a group in the site configuration)
- i) Press **save**



Device - Edit

General | Status

General

Name: Booking tablet

Device type: Tablet

Device brand: Sony

Model: TEOS-Book

IP Address: 192.168.11.32

License type: Tablet

Meeting room device type: Room Booking

Ignore schedule:

BACK | **SAVE**

Device Localization

- SONY
 - Site A
 - Building A
 - Reception A
 - Common Area A
 - Floor 1
 - Meeting Room 1 - 1**
 - Meeting Room 1 - 2
- Site B

Note: If the tablet is not reachable via the network, or the TEOS control app is not open or you don't have a license for it, you will get a message on top of this tab.
 If the tablet is connected and the configuration done, you must be able to see it is green in both power status and behavior status

The screenshot shows the TEOS Manage interface. At the top, there are buttons for 'ADD DEVICE', 'AUTO DISCOVER', and 'IMPORT EXCEL'. Below is a table of devices:

Device name	Device model	IP Address	Power status	Behaviour status	Device type	License type	Device Localization
Reception Tablet /	Sony APFC-15DSK	192.168.11.31	Green	Green	Tablet	Tablet	
Booking tablet /	Sony TEOS-Book	192.168.11.32	Green	Green	Tablet	Tablet	Meeting Room 1 - 1


Annotations include callouts for 'Delete/edit device' and 'Push content on tablet' pointing to the device list, and a box labeled 'Virtual remote with live snapshot' pointing to a remote control overlay. The remote control shows a 'Execute Command' window with a live snapshot of a tablet screen displaying 'Alpha Lecture Room' and 'Management in Business'.

If you go to Site Management **SITE MANAGEMENT** and site overview, you will see graphically your group hierarchy. You can see the status of your tablet link into your meeting room, you can power on/off the devices from here and you can control get the virtual remote from this overview.

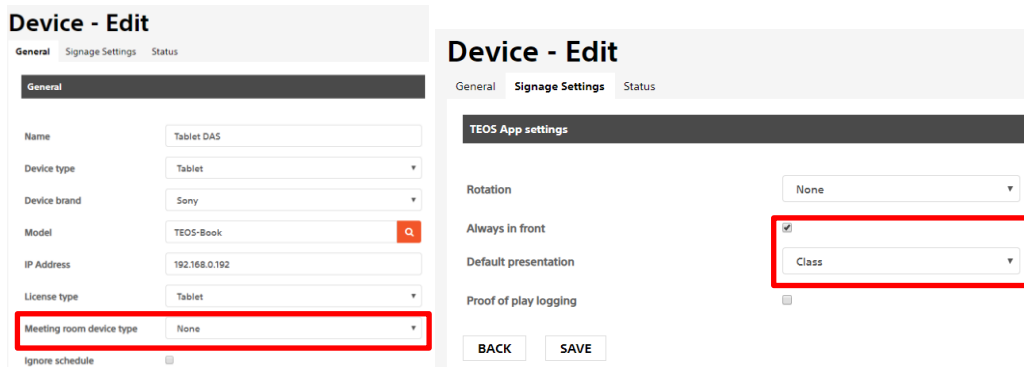
The screenshot shows the 'Sites Overview' interface. It features a hierarchical site diagram with nodes for 'Building A', 'Reception A', 'Common Area A', 'Floor 1', 'Meeting Room 1 - 1', and 'Meeting Room 1 - 2'. Each node has a green and red status indicator. A 'DEVICES' pop-up window is visible, showing 'Booking tablet' with a red status indicator and 'Tablet' with a green status indicator.

From TEOS Manage you can schedule your commands to have an automatic control of your devices.

4. Link TEOS class check-in with your tablet

After creating your Class check-in interface, go to Administration  ADMINISTRATION > Device Management and click on edit in the tablet you want to use with Class check-in.

In the General tab, the meeting room device type must be in "None". Go to Signage settings, select always in front and in default presentation select the Class Check-in Name you just created.



The image shows two screenshots of the 'Device - Edit' interface. The left screenshot is the 'General' tab, showing fields for Name (Tablet DAS), Device type (Tablet), Device brand (Sony), Model (TEOS-Book), IP Address (192.168.0.192), License type (Tablet), and Meeting room device type (None). The right screenshot is the 'Signage Settings' tab, showing TEOS App settings with Rotation (None), Always in front (checked), Default presentation (Class), and Proof of play logging (unchecked). Both screenshots have red boxes highlighting the 'Meeting room device type' and 'Default presentation' fields.

Click on **save button** and push on **update screen** button .

The tablet should close and open again to TEOS Android App with the check-In interface.



pro.sony/TEOS

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