

Hancock Bells System

- Bells System
 - Adding/Editing the bells schedule
 - Making a bell ring ONLY the MS or HS
 - Saving a bell schedule to your computer for later
 - Importing a bell schedule back into the bells system

Bells System

- Link to connect to the bells system for the HS/MS: <https://hsmsbells.han.adremc1.org>
- Login with username:admin password: (in REMC1 Lastpass)
- You should pre-create a bells schedule for normal days, half days, testing days. Please see adding/editing the bells and saving a bell schedule to your computer sections as well as Importing a bell schedule back into the bells system.
- AFTER MAKING ANY CHANGES TO A BELL SCHEDULE (INCLUDING UPLOADING A NEW SCHEDULE) YOU MUST REBOOT THE BELLS SYSTEM FOR IT TO TAKE EFFECT

Adding/Editing the bells schedule

- Log in using the link above and the user: admin password: (In REMC1 lastpass)
- Click the Schedules button from the top bar of the Cyberdata v3.1 Paging Server web interface
- Click the New button to add a new bell. A window pops up. Select the days this bell is active and the time to play the bell.
- The time is in military time/24hr time.
- Dont forget to Name the event (1st hr bell or Beginning of day bell or lunch over bell etc. Something descriptive.
- For the paging group just leave it at 00. For this application we dont use that setting/it doesnt mean anything.
- AFTER MAKING CHANGES TO A SCHEDULE YOU MUST REBOOT THE BELLS SYSTEM FOR IT TO TAKE EFFECT

Making a bell ring ONLY the MS or HS

- To have a bell ring ONLY the MS you would follow the same instructions as listed above BUT... for the paging group you would select Paging Group 02
- To have a bell ring ONLY the HS you would follow the same instructions as listed above BUT... for the paging group you would select Paging Group 01
- (details for REMC1 staff: PagingGroup01 is linked to multicast address 234.2.1.2 port 2002. hsmsintercom zone section has zone 1 linked to that address for listening and when activity is detected on that address and port the audio is played out zone 1 (the HS zone). PagingGroup02 is linked to multicast address 234.2.1.3 port 2004. hsmsintercom zone section has zone 2 linked to that address for listening and when activity is detected on that address and port the audio is played out zone 2 (the MS zone).

Saving a bell schedule to your computer for later

- Log in using the link above and the user: admin password: (In REMC1 lastpass)
- Click the Schedules button from the top bar of the Cyberdata v3.1 Paging Server web interface
- Click the Export Schedule Button. Name it something descriptive. I also recommend saving it to the file server share for others to be able to access (and so it gets backed up)

Importing a bell schedule back into the bells system

- Log in using the link above and the user: admin password: (In REMC1 lastpass)
- Click the Schedules button from the top bar of the Cyberdata v3.1 Paging Server web interface
- You DONT have to delete existing bells first. Your import will simply overwrite the existing schedule.
- First click the choos file button at the bottom of the screen.
- Select the appropriate bell schedule file you previously saved. Ideally you saved it on the file server in the shares share so that anyone can upload a new bell schedule and it gets backed up every night.
- After selecting the appropriate bell schedule file click Import Schedule
- AFTER IMPORTING A SCHEDULE YOU MUST REBOOT THE BELLS SYSTEM FOR IT TO TAKE EFFECT
- You are done!