



ZONES

Phoenix Bell & Intercom

DOCUMENT PURPOSE

The purpose of this document is to instruct the Phoenix Bell & Intercom user how to use existing Zones as well as create new Zones.

Note: These instructions apply to Standard, Admin and Master Admin users.

This document assumes the reader has the appropriate user credentials, (user name and password), as well as the IP address or DNS name of the Phoenix Bell & Intercom system.

CONTENTS

- Document Purpose..... 1
- General Zones Overview 1
- Getting Started 2
- Instructions..... 2
 - Show Devices in a Zone 2
 - Adding a Device to a Zone 4
 - Deleting A Device From a Zone 6
 - Creating a Zone 8

GENERAL ZONES OVERVIEW

Zones provide two basic, yet very powerful functions, in the Phoenix Bell and Intercom system and these two functions are interrelated.

The first function of the Zone is to provide a bell sound to the group of devices which make up the Zone. The second function is to provide a group of devices to receive a Paging audio. Simply stated, a Zone may receive bell sounds and Paging audio.

PBI comes with three built in Zones:

- All Call Ext. 6060 – This Zone will normally contain all devices in the building.
 - *Note: In some cases, (per request of the building) the “Admin Area” device may be removed from the Zone.*
- All Interior Ext. 6061 – This Zone will normally contain only Interior devices.
- All Exterior Ext. 6062 – This Zone will normally contain only exterior devices.
- Other Zones may be created based on the needs of the building.



PBI Zones

All Zones have an Intercom Extension associated with the Zone allowing each Zone to receive Paging audio from the Intercom, (BAT), phone or the building phone when integrated with PBI system.

The install team will generally add all the devices in the building to the All Call Zone as well as the All Interior and All Exterior Zones.

GETTING STARTED

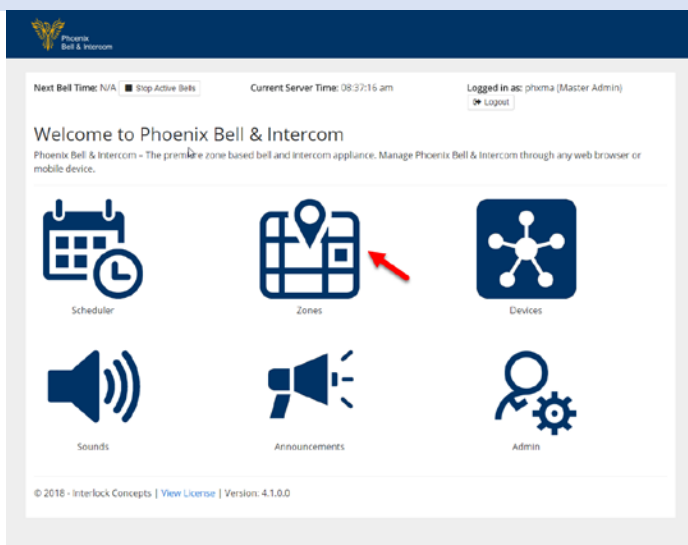
Getting started with Zones is typically quite simple. The user will need to know if they are going to View what devices are a member of the Zone, edit which devices are part of the Zone, Create a Zone or Delete a Zone.

Note: If the user will be adding a Zone to the PBI, the user must plan on an Intercom Extension for the new Zone.

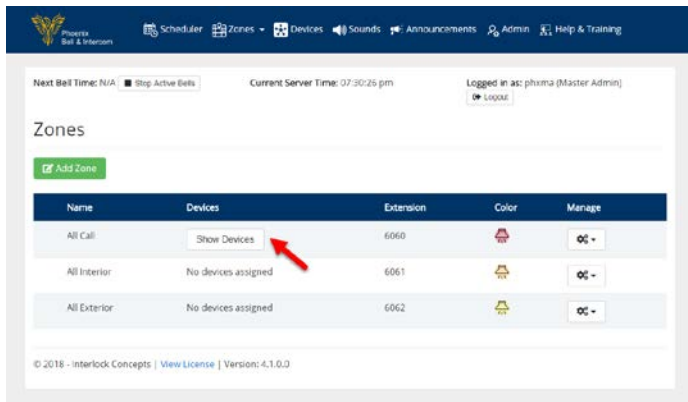
INSTRUCTIONS

SHOW DEVICES IN A ZONE

1. Log into PBI
2. Click **Zones** on the home screen



3. Click the **Show Devices** button





PBI Zones

4. The screen will display which devices are a member of the Zone
5. To Edit the Zone, see [“Adding a Device to a Zone”](#) or [“Deleting a Device From a Zone”](#)

Phenoma Bell & Inconnu | Scheduler | Zones | Devices | Sounds | Announcements | Admin | Help & Training

Next Bell Time: N/A | Stop Active Belts | Current Server Time: 07:31:18 pm | Logged in as: phenoma (Master Admin) | Logout

Zones

[Add Zone](#)

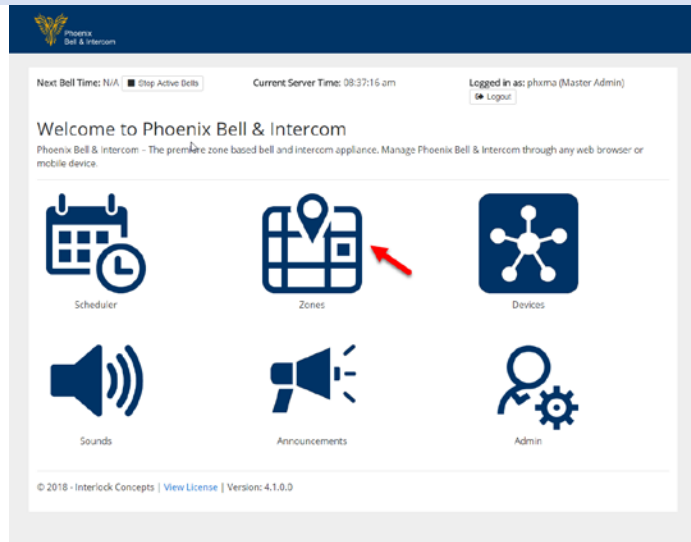
Name	Devices	Extension	Color	Manage
All Call	Show Devices SV 101 SV 102	6660		
All Interior	No devices assigned	6661		
All Exterior	No devices assigned	6662		

© 2018 - Interlock Concepts | [View License](#) | Version: 4.1.0.0

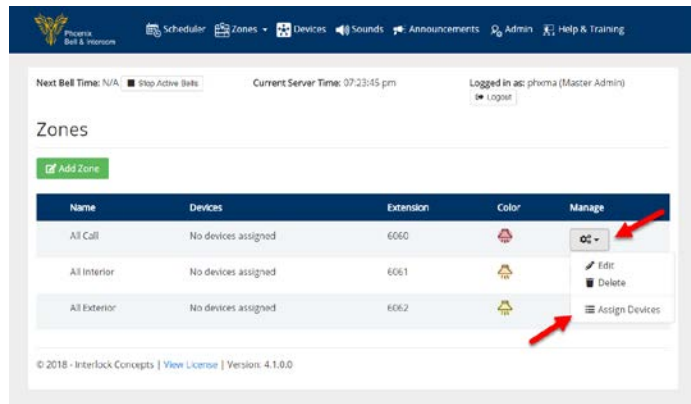


ADDING A DEVICE TO A ZONE

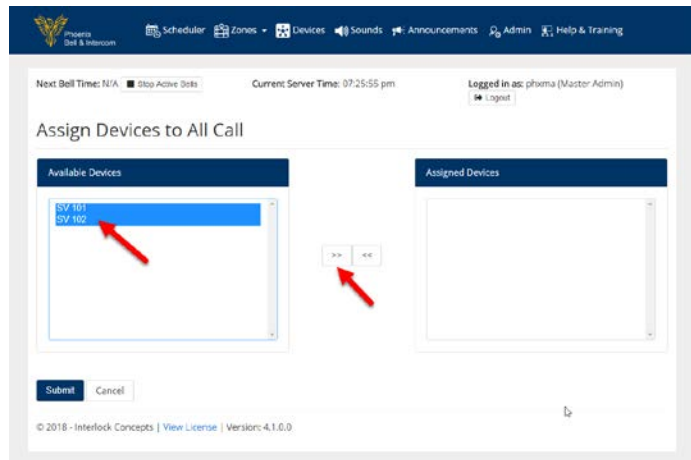
1. Log into PBI
2. Click **Zones** on the home screen



3. Click the **Action** button
4. Click **Assign Devices**



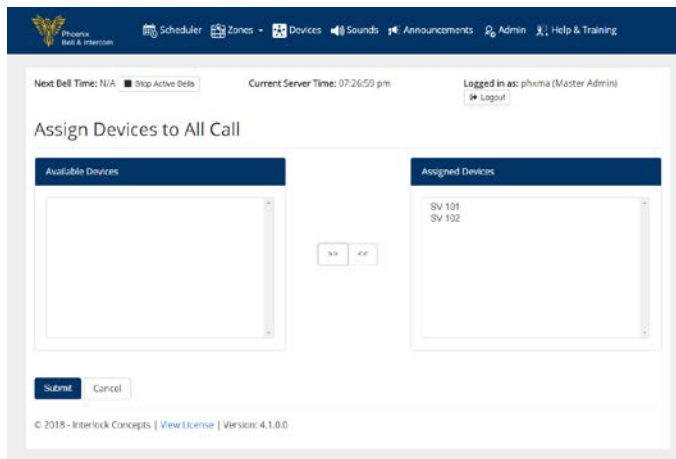
5. Select, (shift click for multiple devices), the device(s) to be added to the Zone
6. Click the **Double Right** arrow in the center of the screen





PBI Zones

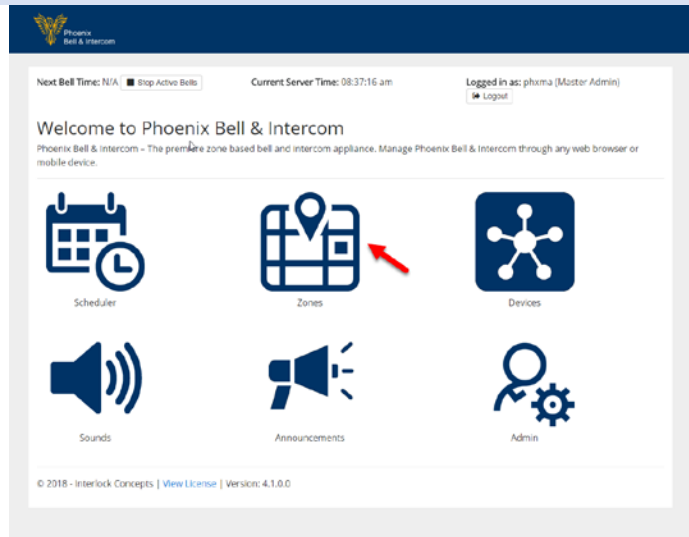
7. Image shown right shows two devices added to the Zone
8. Click the **Submit** button



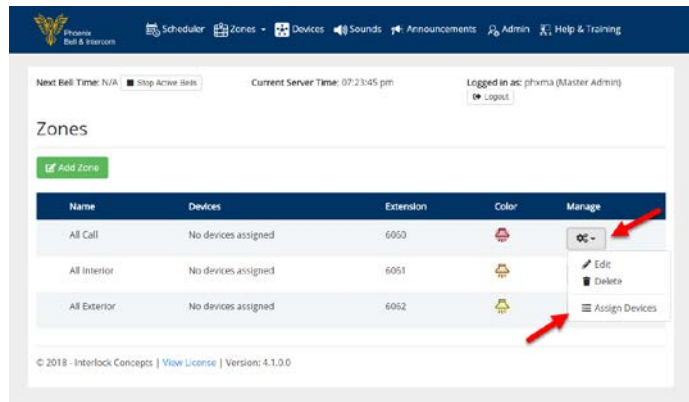


DELETING A DEVICE FROM A ZONE

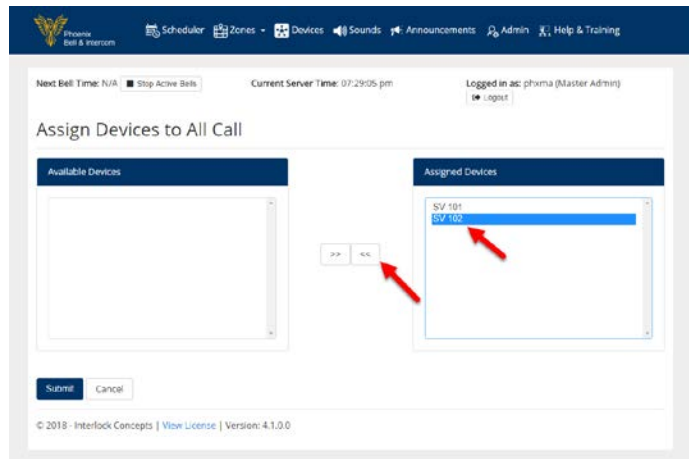
1. Log into PBI
2. Click **Zones** on the home screen



3. Click the **Action** button
4. Click **Assign Devices**



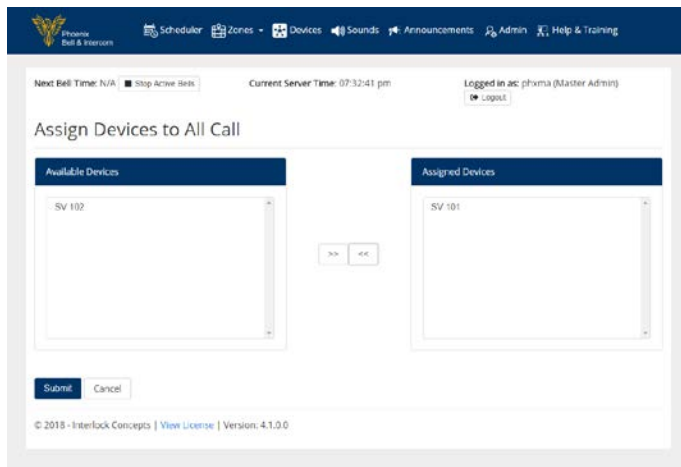
5. Click, (shift click for multiple devices), the device to be added to the Zone
6. Click the **Double Left** arrow in the center of the screen





PBI Zones

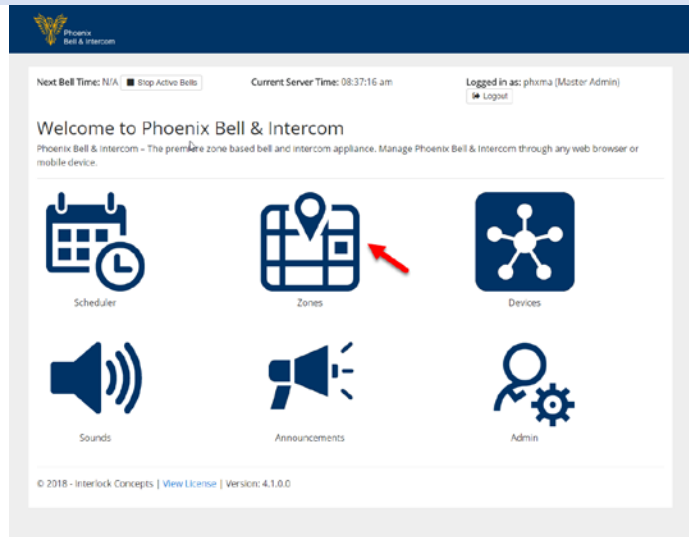
7. Image shown right shows one device removed from the Zone
8. Click the **Submit** button



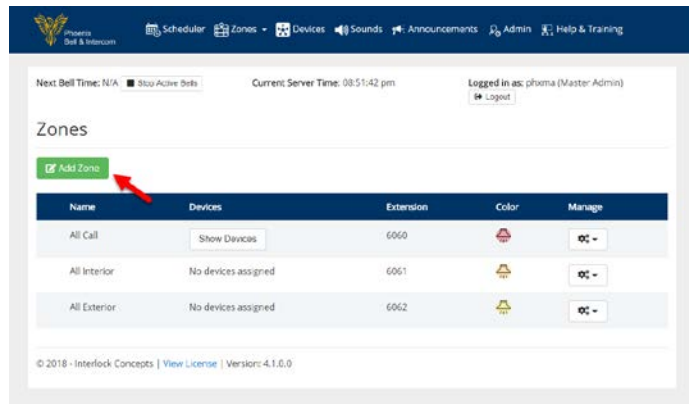


CREATING A ZONE

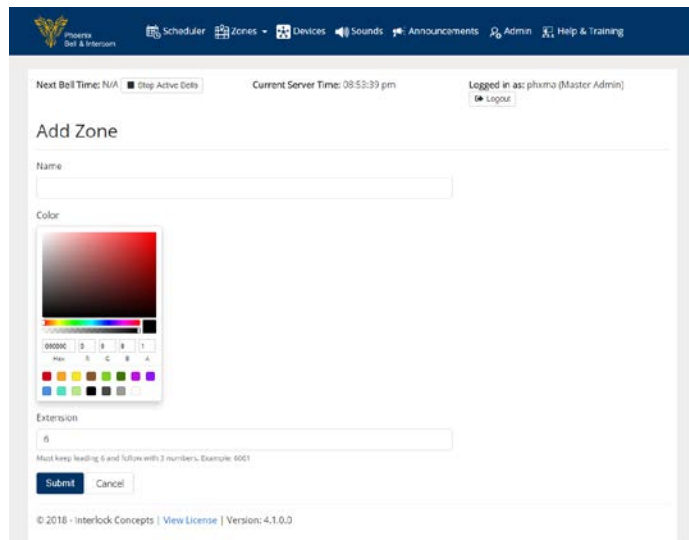
1. Log into PBI
2. Click **Zones** on the home screen



3. Click the **Add Zones** button



4. Type the name of the Zone in the **Name** field
5. (Optional) drag the slider to choose a color for the Zone or type the HEX number in the field or choose one of the pre-defined colors.
6. Type the Zone Extension in the **Extension** field
Note: Zone Extensions must start with the number 6.
7. Click the **Submit** button





PBI Zones

8. Add devices to the Zone ([See Adding a Device to a Zone](#))

Name	Devices	Extension	Color	Manage
All Call	Show Devices	6000		
All Interior	No devices assigned	6061		
All Exterior	No devices assigned	6062		
6th Grade	No devices assigned	6006		

© 2018 - Interlock Concepts | View License | Version: 4.1.0.0