ADMIN – MACHINE TAB

Phoenix Bell & Intercom

DOCUMENT PURPOSE

The purpose of this document is to instruct the Phoenix Bell & Intercom user on the various features of the Admin page, specifically the Machine Tab.

Note: These instructions apply to District Admin.

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

CONTENTS

GETTING STARTED

The reader will need the IP address of and user credentials of the server to be accessed.

INSTRUCTIONS

This document has been designed to explain the sections of the "Admin" tab. It is not intended to provide step-by-step instructions.
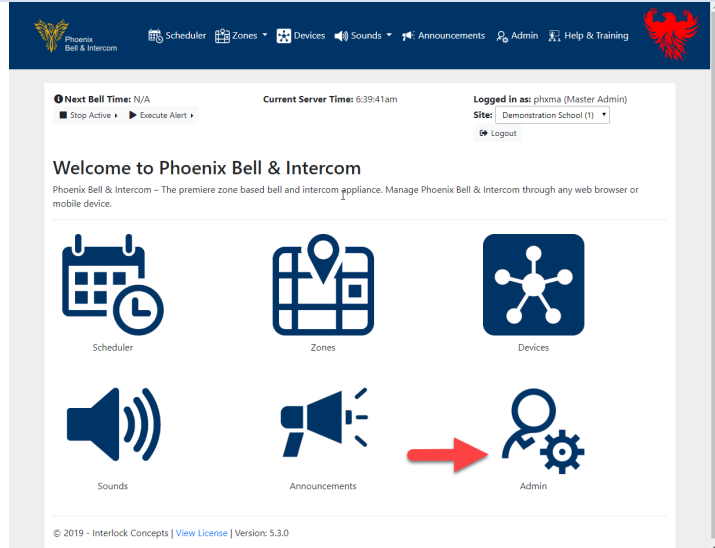
Methods used in this document:

Any item to be clicked or selected will be shown in **bold**.

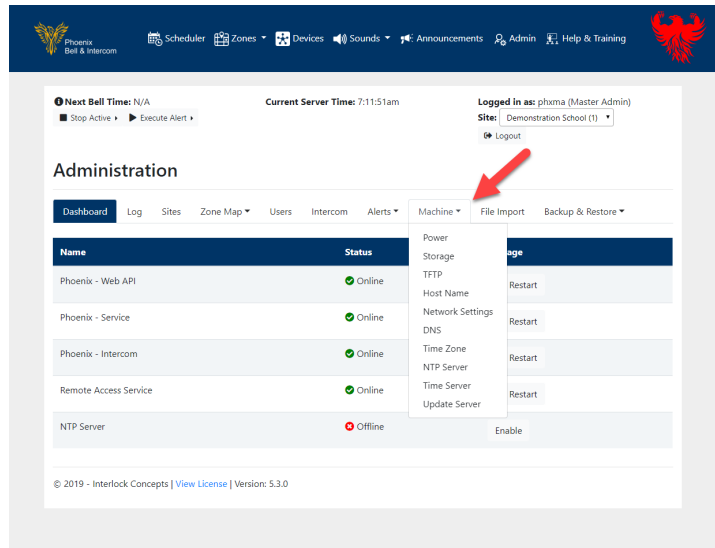The item on the image will have a red arrow pointing towards the item.

Any field will be highlighted in yellow. The field name will be in ***bold italic***

THE ADMIN PAGE & DASHBOARD

1. Log into the Phoenix Bell and Intercom Server. Click the **Admin** icon.

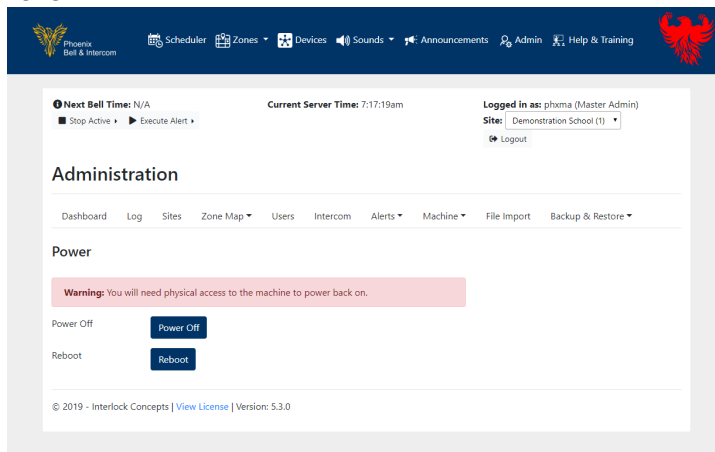2. Locate and click the drop arrow on the word **Machine** to locate each sub-section of the machine.

POWER

The Power Page allows the reader to "Reboot" or "Power Off"

1. Click the **Machine** Tab down arrow.
2. Select **Power** to view the power options.

   Pressing the Power Off button will shut the server OFF. Once the server is shut off, the reader must physically press the power on button to return the server to the ON position.
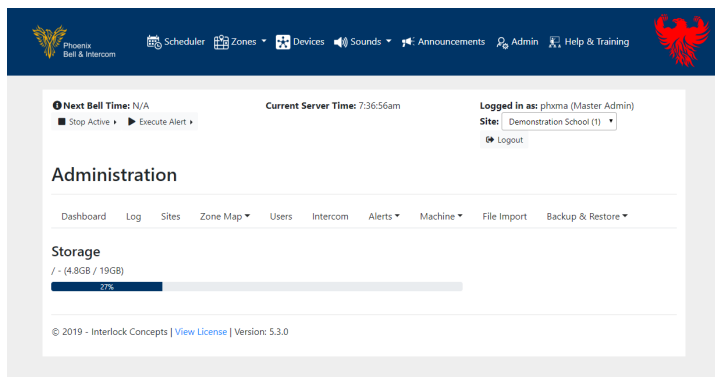
   Pressing the Reboot button will reboot the server. The server will take upwards of 5 minutes to become fully operational.

STORAGE

Typically, Phoenix Bell and Intercom, (physical), server come equipped with a 128 or 256 GB hard drive. Interlock Concepts feels this level of storage is more than enough for the purpose of the software. The storage page does allow the reader to know the size and the amount of data used on the disk. Note: The image shown below is from a virtual machine with far less hard drive capacity.

1. Click the **Machine** Tab down arrow.
2. Select **Storage** to view the storage used and capacity of the server.
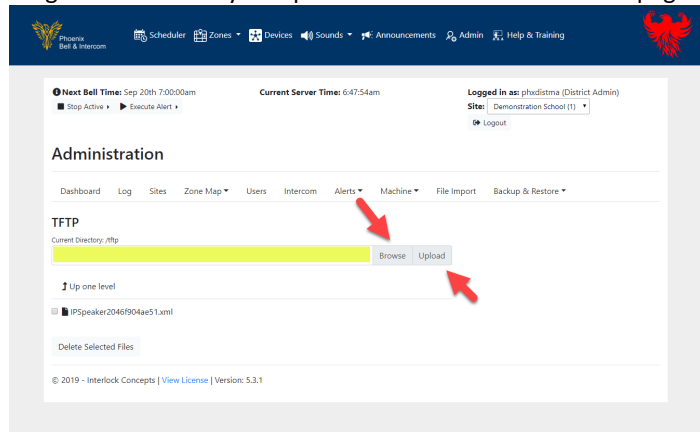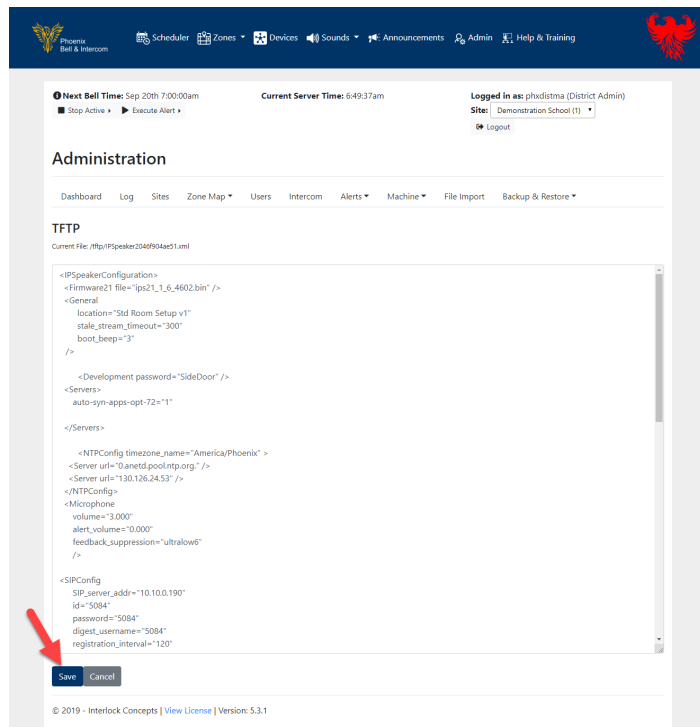
TFTP

Phoenix Bell and Intercom includes a TFTP server for use with any device able to be configured via a configuration file. Example: Advanced Network Device IP Clock. Single configuration files may be uploaded to the server from this page.

1. Click the **Machine** Tab down arrow.
2. Select **TFTP** to view the file name of any configuration file uploaded to the server.
3. Use the **Browse** button to locate a configuration file to be uploaded followed by the **Upload** button to copy the file to the server.

   NOTE: Selecting a configuration fill will open the file in the browser window for editing.

4. With the configuration file selected, make any required changes.
5. Click the **Save** button.

HOST NAME

The host name, also known as the machine name, allows network administrators to associate a friendly name with the server as opposed to only knowing the IP address of the server.

1. Click the **Machine** Tab down arrow.
2. Select **Host Name** to view or change the current host name.
3. The Host name may be changed by typing the new name in the *Set Host Name* field. Then clicking the **Set** button.

   NOTE: Upon changing the Host Name, the server must be rebooted.

NETWORK SETTINGS

The Phoenix Bell and Paging server normally has two NIC ports. However, only eth0 is typically used.
Under normal setup conditions, the NIC will be configured to the schools pre-defined Static IP address when it ships.
However, in special cases the server may be shipped with a DHCP address.

1. Click the **Machine** Tab down arrow.
2. Select **Network** to view and change the current network settings.
3. The reader may turn the NIC on or off by placing or removing the check from the **Enable** box.
4. The Network Interface Card "NIC",(eth0),may be set the to Unconfigured, DHCP or Static.
5. If set to Static, fields for IP, Netmask and Gateway will appear on the screen.
6. Upon any changes, the reader will need to scroll to the bottom of the screen and click the **Save** button. In addition, the server will require a Reboot for the changes to take effect.

DNS

The Network setting, the school or district DNS server(s) will typically be assigned to the server when shipped. In addition, the server will typically have the Google, (8.8.8.8), DNS server set. Some networks will not allow the server to connect to the outside world with any other DNS server other than their own. In these cases, the DNS server must be removed.

1. Click the **Machine** Tab down arrow.
2. Select **DNS** to view and change the current DNS settings.
3. Click the Add Server button to add another DNS server. Upon clicking the **Add Server** button, the reader will be presented Add DNS Server page where the IP address of the new DNS server may be added.
4. Clicking the **Delete** button will remove any existing DNS server.
5. Any change to the DNS settings will require the server to be Rebooted.

TIME ZONE

The correct time zone is imperative to allowing Phoenix Bell and Intercom server to play bells at the appropriate time. This setting is normally preconfigured. However, if the time zone needs to be changed, it may be set from the Time Zone page.

1. Click the **Machine** Tab down arrow.
2. Select **Time Zone** to view and change the current Time Zone.
3. The C*urrent Time Zone* field displays the Time Zone the server is currently set on.
4. Clicking *Set Time Zone* field allows the reader to set the server to a different time zone.
5. Changing the time zone does <u>not</u> require a Reboot.

NTP SERVER

The Phoenix Bell and Intercom server has the ability to work as an NTP server for devices which require an NTP server. (Example an IP Clock.) The NTP server is enabled under the Admin Dashboard. If the school or district has their own NTP server, this file may be edited to use the school or district NTP server first.

1. Click the **Machine** Tab down arrow.
2. Select **NTP Server** to view and change the current time servers.
3. When adding a server, place the first server you wish the server to look to for time just after the "#Server=" text keeping a space between the servers.
4. After any changes, click the **Save** button.

TIME SERVER

The Time Server page allows the reader to point the server to a specific Time Server. The Time Server is important to ensure the bell system always has the correct time.   By default, the server is pointed to x.debian.pool.ntp.org. In cases where the school or district operates their own NTP server, their server should be added to this list.

1. Click the **Machine** Tab down arrow.
2. Select **Time Servers** to view and change the current time servers.
3. Click the **Add Server** button to add a new time server.
4. Click the **Add Server** button to add another time server. Upon clicking the **Add Server** button, the reader will be presented **Add Time Server** page where the IP address of the new DNS server may be added.
5. Clicking the **Delete** icon will remove any existing time server.
6. Any change to the **Time Server** settings will require the server to be Rebooted.

UPDATE SERVER

Phoenix Bell and Intercom is continually evolving. The Update Server page allows the reader to update the server from the web interface.

1. Click the **Machine** Tab down arrow.
2. Select **Update Server** to update the server.
3. When updating the server, the reader will download the update file to their local computer. Using the **Browse** button on the **Update Server** page, the update file will be located. Pressing the **Upload** button will copy the update file to the server. The server must be Rebooted for the update file to take effect. The process normally will take 10 minutes to complete.