

Zones

ZONES

G2 Communicator

DOCUMENT PURPOSE

The purpose of this document is to instruct the G2 Communicator user how to use existing Zones as well as create new Zones.

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

This document assumes the reader has the appropriate user credentials, (username and password), as well as the IP address or DNS name of the G2 Communicator system.

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GENERAL ZONES OVERVIEW

Zones provide two basic yet, very powerful functions, in the G2 Communicator 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.

G2 Communicator comes with four 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.
- School Announcements Ext. 6063 This Zone will normally contain Interior devices minus the office.
- Other Zones may be created based on the needs of the building.

All Zones have a Paging Extension associated with the Zone allowing each Zone to receive Paging audio from the Intercom Console, (BAT), phone, or the building phone, when integrated with the G2 Communicator system.

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

GETTING STARTED

Getting started with Zones is simple. The user will need to know which devices will be included in each Zone. This information is required when creating or modifying a Zone.

Note: If the user will be adding a Zone to the G2 Communicator, the user should plan on an Intercom Extension for the new Zone. All Zone extensions begin with the number 6.

INSTRUCTIONS

Read this set of instructions completely prior to starting. Follow the instructions below. The images shown throughout this document are examples. Images on your system may appear differently.

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SHOW DEVICES IN A ZONE

- 1. Log into **G2 Communicator**.
- 2. Click **Zones** on the home screen.
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3. Click Show Devices.



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4. The screen will display which devices are a member of the Zone.



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ADDING A DEVICE TO A ZONE

1. Log into G2 Communicator.

3. Click the **Action** button.

4. Click Assign Devices.

2. Click **Zones** on the home screen.

- 5. Select, (shift click for multiple devices), the device(s) to be added to the Zone from the Assignable Devices field. 6. Click the **Right arrow in the center** of the
- screen to place the device(s) in the Assigned Devices field.
- 7. Click the **Submit** button.





Next Bell Time: May 26th 8
Stop Active
Execute Ale

Zones CAdd Zone

Name

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Al Interio

No devices assigned

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O Next Bell Time: May 26th 8:00:00am Stop Active → Execute Alert → ■ Text-to-Speech	Current Server Time: 5:49:27am	Logged in as: phxma (Master Admin) Site: Peoria Elementary (%) v	
Assign Devices to All Interior			
Austable Devices	÷	Astigned Devices (Pearls Dementary) RM 101	
Submit Cancel © 2022 - Galaxy Next Generation (G2) View License Ve	rision: 7.0.0		

REMOVING A DEVICE FROM A ZONE

- 1. Log into G2 Communicator.
- 2. Click **Zones** on the home screen.



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

Next Bell Time: May: Stop Active Fixed	26th 8:00:00am ute Alert • 🔲 Text-to-Speech	Current Server Time: 5:46:36am	Logged in as: phom Site: Peoria Element	
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Main				
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6

 Select, (shift click for multiple devices), the device(s) to be added to the Zone from the Assigned Devices field.

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Next Bell Time: May 26th 8:00:00am
Stop Active
Evecute Alert
Text-to-Speech

Assign Devices to All Interior

-

2 Zones

- Click the Left arrow in the center of the screen to place the device(s) in the Assignable Devices field.
- 7. Click the **Submit** button.





Alerts 🔏

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CREATING A ZONE

- 1. Log into G2 Communicator.
- 2. Click **Zones** on the home screen.



Zones



3. Click the **Add Zones** button.



- 4. Type the name of the Zone in the Name field
- 5. Set the **Zone type** to **Devices**. (Type = Zones are only used in multi-school installations.)
- 6. **(Optional)** Set the Zone color by dragging the slider to choose a color or type the HEX number in the field or choose one of the predefined colors.
- 7. Type the **Zone Extension** in the **Extension** field.

Note: *Zone Extensions must start with the number 6.*

- Set Paging call will auto hang up after "x" seconds field. This optional feature will stop a page after a set period of time. Default is zero (0) which is equal to unlimited.
- 9. Click the **Submit** button
- 10. The Zone has been added.



Next Bell Time: May 26th 8:00:00am Stop Active + Execute Alert + Text-to-Sp	Current Server Time: 6:01:50am	si	egged in as: phxma (Ma te: Peoria Elementary (9 + Logout	
Zones				
🖬 Add Zone				
Main				
Name	Devices/Zones	Extension	Color	Manage
Al Call	Show Devices	6060		¢° *
All Exterior	No devices assigned	6062		¢° -
All Interior	No devices assigned	6061		¢6 -
School Announcements	No devices assigned	6063	0	ot -