



EMS ROOM SIGN APP Installation Guide

V44.1

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CHAPTER 1: EMS Room Sign App Installation Guide

The EMS Room Sign App (*formerly Glance*) gives users real-time information and at-a-glance availability for their meeting, learning, and working spaces. The new, redesigned EMS Room Sign App includes:

- » A clean, color-coded interface that's easy to scan for information
- » Simplified buttons and options, with fewer steps to make or edit reservations
- » Landscape and portrait orientations, including an Agenda View of the day's events
- » Easier customization for your organization's branding

This *Installation Guide* provides the following information:

- » [Prerequisites & Requirements for the EMS Room Sign App](#)
- » [Architecture](#)
- » [Authentication Settings](#)
- » [How to Obtain the Installation Files](#)
- » [Installing the EMS Room Sign App](#)
- » [Deploy the EMS Room Sign App on Appliances](#)
- » [Best Practices for Using the EMS Room Sign App](#)

See Also:

- » [EMS Room Sign App Video Tutorials](#)
- » [Overview of the EMS Room Sign App](#)
- » [Make an Impromptu Reservation in the EMS Room Sign App](#)
- » [View Schedules, Room Availability, and Make Reservations in the EMS Room Sign App](#)

CHAPTER 2: Prerequisites & Requirements for EMS Room Sign App

This topic outlines the requirements necessary to install, configure, and use the EMS Room Sign App (formerly named EMS Glance), including:

- » [Prerequisites](#)
- » [EMS Database Server](#)
- » [EMS Web Server](#)
- » [EMS Room Sign App Requirements](#)

IMPORTANT: The EMS Room Sign App requires a license. Please contact your Account Executive to determine if your organization is licensed for the EMS Room Sign App or if you want to learn more.

PREREQUISITES

Before installing the EMS Room Sign App, make sure you meet the following prerequisites based on your software version:

- » Install and configure the [EMS Desktop Client](#).
- » Uninstall all previous versions of the EMS Room Sign App web application.
- » **For software versions prior to Update 30**, install the [EMS Room Sign App API](#). The EMS Room Sign App API URL is required for the EMS Room Sign App web application installation.

NOTE: In [Update 30](#), the EMS Room Sign API was moved into the application to improve performance. If you have upgraded to Update 30 or later, you do NOT need to install the API.

- » Create an EMS user account with [EMS API Web Service Access](#) enabled. The user account is necessary to access the database.

EMS DATABASE SERVER

COMPATIBILITY LEVEL	VERSION	DB COMPATIBILITY
110	Microsoft SQL Server 2012 = 11.00.XXXX	110
120	Microsoft SQL Server 2014 = 12.00.XXXX	110 (avoid CL for 2014)
130	Microsoft SQL Server 2016 = 13.00.XXXX	130
140	Microsoft SQL Server 2017* = 14.00.XXXX	140

***NOTE:** 2017 is not yet officially supported by EMS Software.

EMS WEB SERVER

The EMS Room Sign web application is housed on a web server, which has specific requirements.

NOTE: In [Update 30](#), the Room Sign App API was moved into the EMS Room Sign application to improve performance. See Also: [Architecture](#).

OPERATING SYSTEM		IIS VERSION
Windows Server 2012		8
Windows Server 2012 R2		8.5
Windows Server 2016		
Prerequisites		
Application Pool Running		(2.0 or 4.0 depending on the EMS Software Application)
.NET Framework 4.6.1**		

Minimum System Requirements

Processor: 2.0 GHz and 4 cores or faster

Memory: 8 GB or more**

OPERATING SYSTEM

IIS VERSION

Hard-Disk Space: 1 GB or more

*For up to 100 concurrent users. Increased specs required for 100+ concurrent users.

*Requires an update to Windows Management Framework to version 3.

**= varies per EMS Software Application

EMS ROOM SIGN APP REQUIREMENTS

TABLET OPERATING SYSTEMS

SUPPORTED BROWSERS

iOS 9, 10

Safari

Android 5, 6

Chrome, KioWare Lite (see [Best Practice: Device Configuration Steps](#))

Windows 7, 8, 10

Chrome, Firefox

.NET Framework: 4.6.2

TABLET REQUIREMENTS

Supported Resolutions

1024 x 600

TABLET REQUIREMENTS

1280 x 800

1660 x 900

1920 x 1080

2048 x 1536

EMS tests on and recommends the [iPad Mini](#) and [8" Samsung Tab A](#).

NOTE: EMS Room Sign App will run on touch-enabled tablets (with above resolutions) set in landscape mode. Integrating with ArmorActive enclosures require a browser that can play sound. **See Also:** [Best Practice: Device Configuration Steps](#).

PREREQUISITES

EMS Desktop Client, running on database and web servers that meet our EMS System Requirements.

CHAPTER 3: Obtain Installation Files for EMS Room Sign App

The latest EMS Room Sign App (formerly named EMS Glance) components can be downloaded from the online [EMS Customer Portal](#).

WARNING: The EMS Room Sign App was formerly named EMS Glance. Some of the installation files, such as the DLL, will temporarily retain the Glance name.

1. Log into the [EMS Customer Portal](#).
2. From the **Downloads** dropdown, click the **EMS Software** link.
3. From the **Software and Documents** library, click the **44.1 Releases & Patches** link.
4. Download the following components:
 - » **EMSRoomSignApp.sql**: SQL script that needs to be executed against your EMS database. This will create EMS Room Sign specific objects (tables and stored procedures) in your EMS database.

- » **EMSRoomSignApp.msi:** EMS Room Sign web application installed on your web server.
- » **EMSGlanceAPI.msi:** (Only required for software versions prior to Update 30) Installation file for the EMS Room Sign App API web service installed on your web server.

NOTE: For [Update 30](#) and later, the **EMSGlanceAPI.msi** file is no longer required for installation because the API has been moved into the application to improve performance.

- » **EMS.Glance.dll:** File that will expose the EMS Room Sign App Settings area within EMS.
- » **EMS Room Sign App License Key:** The EMS Room Sign App is an optional component that requires the appropriate license to activate.

CHAPTER 4: Architecture for EMS Room Sign App

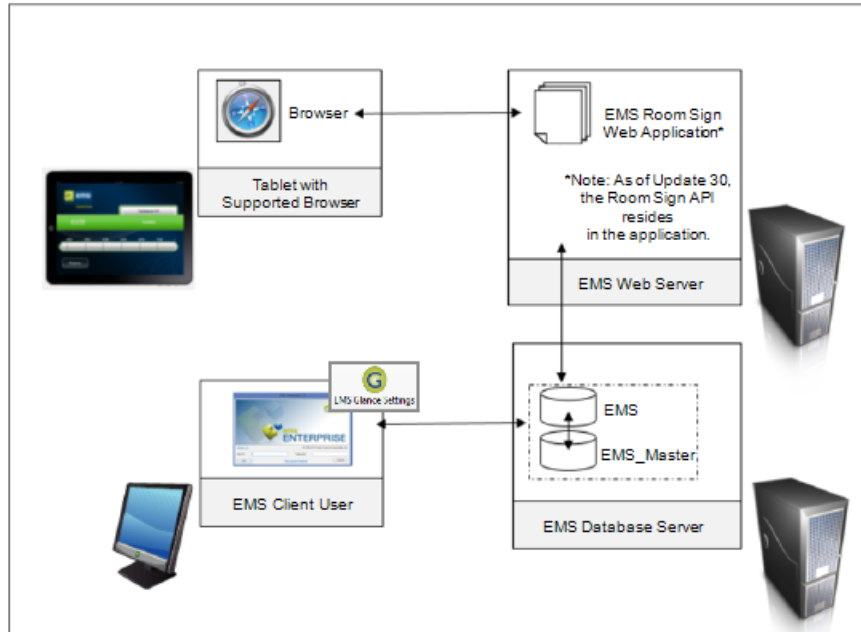
The EMS Room Sign App application is comprised of four main components:

1. **EMS Room Sign App Device:** Device with a supported browser installed that will access the EMS Room Sign App web application. A particular device is tied to **one** specific room in EMS.
2. **EMS Room Sign App Web Application:** EMS Room Sign web application.
3. **EMS Room Sign App Web Service API:** Web service API that manages all communication between the EMS Room Sign App web application and your EMS database. **This component is only required for software versions prior to Update 30.**

NOTE: For [Update 30](#) and later, the EMS Room Sign App web service API is no longer necessary because the API for EMS Room Sign App has been moved into the application to improve performance.

4. **EMS Room Sign App Settings DLL:** Component installed with your EMS Client application (.exe) that allows your EMS Administrators to configure the EMS Room Sign App.

Architecture of EMS Room Sign App



CHAPTER 5: Best Practices for Using EMS Room Sign App

The EMS Room Sign App (formerly named EMS Glance) is an optional web-based application that turns your tablet (e.g., iPad, iPad mini, etc.) into a digital room sign. The EMS Room Sign App gives users real-time information and at-a-glance availability for their meeting, learning, and working spaces.

IMPORTANT: Version 44.1, Update 12 has introduced a sleek visual redesign and an upgraded customer interface.

This topic will provide information on:

- » [Considerations When Using the EMS Room Sign App](#)
- » [iPads and the EMS Room Sign App](#)
- » [Android Tablets and the EMS Room Sign App](#)

CONSIDERATIONS

1. You need to know when the EMS Room Sign App stops running by receiving an email notification (ideally), or by watching a central monitoring display. EMS does

not provide this capability, therefore you should physically check your tablets to see if EMS Room Sign App has stopped.

2. For the tablets running the EMS Room Sign App, you will want notification of battery failure, lost connectivity, or necessary updates to the operating system. EMS does not detect these conditions remotely; therefore, we recommend implementation of a Mobile Device Management (MDM) system.

IPADS AND THE EMS ROOM SIGN APP

1. If the iPad's battery dies, the iPad will return to its home screen after you restore power. At that point, you must configure Guided Access again for the EMS Room Sign app. See [Deploy EMS Room Sign App on Tablets](#) for more information.
2. If a user presses the iPad's Home button, Guided Access displays a passcode screen. The screen disappears after fifteen seconds or if the user clicks 'Cancel.'

NOTE: Users should not be able to press any tablet buttons if using a tablet enclosure.

3. If a user presses both the iPad's Home and Sleep/Wake buttons simultaneously for 10 seconds, the iPad restarts. At that point, you must configure Guided Access

again for the EMS Room Sign app. See [Deploy EMS Room Sign App on Tablets](#) for more information.

NOTE: Users should not be able to press any tablet buttons if using a tablet enclosure.

4. iOS devices occasionally display notifications that a software update is available. There is no way to suppress update notifications. When this notification appears, the user can choose "Later" but the notification will appear again in 24 hours. If the user chooses "Install Now," the iPad downloads and installs the update and then restarts. At that point, you must configure Guided Access again for EMS Room Sign. See [Deploy EMS Room Sign App on Tablets](#) for more information.

ANDROID TABLETS AND THE EMS ROOM SIGN APP

1. Ideally, a tablet will be dedicated to the EMS Room Sign App and will not be used for anything else. However, Android provides no capability to lock down the tablet in a way that's suitable for the EMS Room Sign App. Therefore, EMS Software recommends deploying the EMS Room Sign App with an Android app that places

the tablets in 'kiosk' mode. Placing the tablet in kiosk mode prevents users from accessing other applications and disables the 'Home' button. EMS Software recommends that you purchase, install, and configure the [Kioware Lite](#) app.

2. If you run the EMS Room Sign App on a Samsung Tab A, users can power off the tablet by holding down the Power button. If you have configured Kioware [according to our recommendations](#), the EMS Room Sign App will restart as soon as the tablet is powered on. To prevent users from pressing the 'Home' button, use the [appropriate enclosure](#).

CHAPTER 6: Authentication Settings for the EMS Room Sign App

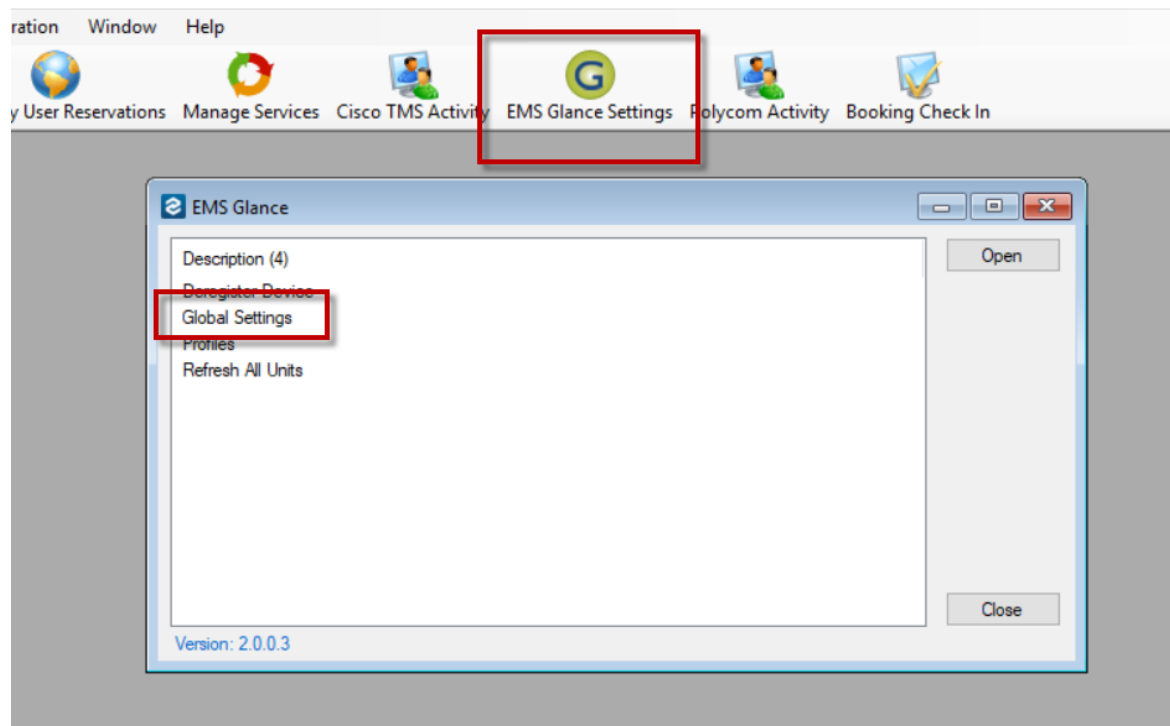
This section provides the following information about configuring EMS Room Sign App Authentication. For more information on authentication options, please see [Global Settings](#).

» [Group Identification/Authentication Settings](#)

» [Secondary Authentication](#)

GROUP IDENTIFICATION/AUTHENTICATION SETTINGS

1. To access these settings, navigate to the **EMS Glance Settings** at the top menu of the EMS Desktop Client.
2. Select **Global Settings** and click **Open**.



3. Click on the setting you want to configure and click **Edit**. For more information, please see the table below. See Also: [Global Settings](#).

Identification/Authentication Group Settings

AREA	GLOBAL SETTING	DESCRIPTION
Identification/Authentication	Group Identification Method	Indicates how users are required to identify themselves when booking a room. Options are:

AREA	GLOBAL SETTING	DESCRIPTION
		<p>» Authentication With Password—Users are required to enter their email addresses and passwords exactly as they are stored for their Web User records in EMS. This identification method requires that the Group Authentication Field setting specify the Web User Email/Password.</p> <p>» Authentication Without Password—Users are required to enter their authentication information as defined by the Group Authentication Field setting exactly as it is stored on their Group/Contact records in EMS, based on the Group Authentication Method setting.</p> <p>» Group Lookup—Based on the Group Authentication Method setting, users must look up and select their Group/Contact records in EMS. The lookup is a contained search (can be found anywhere in the record) and it is not case-sensitive.</p> <p>» Manual Input—Users are required to manually enter their names. Users are added as a temporary contact under the group that is specified in the Default Group for No/Manual Authentication setting.</p>

AREA	GLOBAL SETTING	DESCRIPTION
		<p>» No Identification—Users are not required to identify themselves. New bookings are booked under the group that is specified in the Default Group for No/Manual Authentication setting.</p> <p>NOTE: The “Authenticate Username” Label/Message should be updated to reflect the correct Group Authentication Field chosen.</p>
Identification/Authentication	Group Authentication Method	<p>Applicable only if Group Identification Method is set to Group Lookup or Authentication Without Password. Options are Group or Contact.</p> <p>» Contact—If your organization stores employees at the Contact level in EMS, then select Contact.</p> <p>» Group—If your organization stores employees at the Group level in EMS, then select Group.</p>
Identification/Authentication	Group Authentication Field	<p>Applicable only if Group Identification Method is set to Authentication Without Password. Options are:</p> <p>» Badge Number (applies to Group</p>

AREA	GLOBAL SETTING	DESCRIPTION
		only)
		» External Reference (applies to Group and Contact)
		» Group/Contact Email (applies to Group and Contact)
		» Network ID (applies to Group only)
		» Other ID (applies to Group only) Applicable only if Group Identification Method is set to Authentication With Password. Options is: Web User Email/Password
		» Personnel Number (applies to Group only)
		» Web User Email/Password
Secondary Authentication Group Authentication Field		This option should be the same as the corresponding parameters without Secondary Auth (e.g., Group Identification Method, etc.)
Secondary Authentication Group Authentication Method		This option should be the same as the corresponding parameters without Secondary Auth (e.g., Group Identification Method, etc.)

AREA	GLOBAL SETTING	DESCRIPTION
Secondary Authentication Group Identification Method		This option should be the same as the corresponding parameters without Secondary Auth (e.g., Group Identification Method, etc.)
Label/Message	Secondary Authentication Password Label	The Authentication Screen Label and Password label should be used for secondary authentication.
Label/Message	Secondary Authentication User Name Label	'External Reference.' The Authentication Screen Label and Password label should be used for secondary authentication.
Label/Message	Secondary Authentication But- ton Label	The default for this label is 'I forgot my badge.'
Identification/Authentication	Default Group for No/Manual Authentication	If the Group Identification Method is set to No Identification or Manual Input, then new events are booked under the Group specified here.
Identification/Authentication	Default Numeric Keyboard for Group Identification	Controls the default keyboard display when users are required to identify/authenticate themselves when booking a room. Choices include Yes or No .

SECONDARY AUTHENTICATION

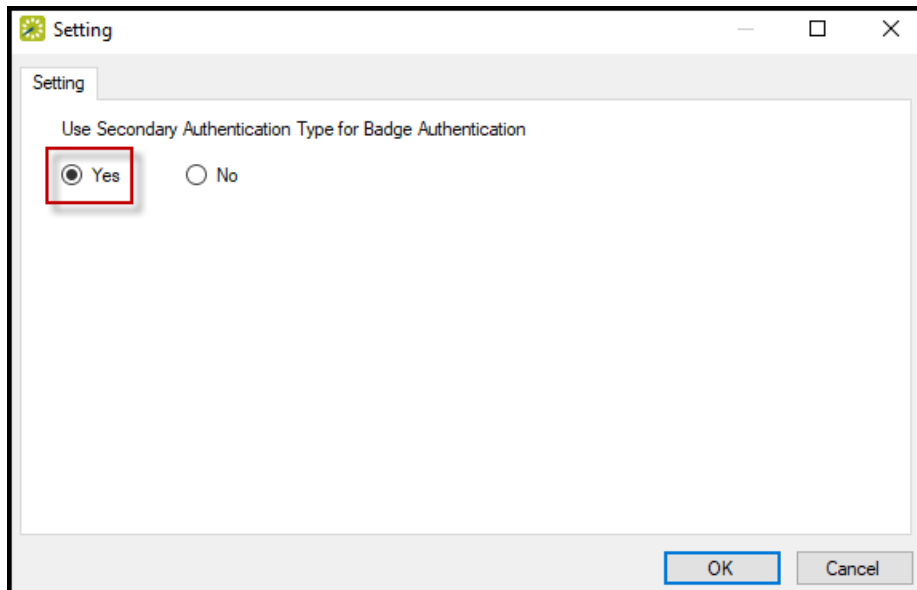
Users who cannot authenticate due to a lost or forgotten badge can quickly authenticate via a secondary authentication with the "Forgot my badge" button.

To allow secondary authentication:

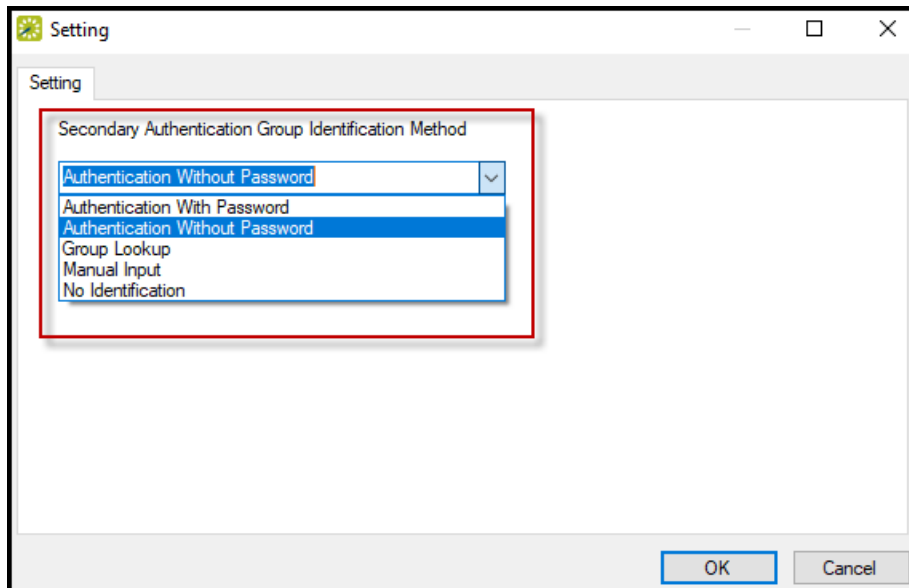
1. From EMS Desktop Client, click on [EMS Glance Settings](#).
2. Navigate to **Profiles > Secondary Authentication > Settings**.
3. From the Identification / Authentication Area, set "Use Secondary Auth" to **Yes**.

This will display the button and label when users try to authenticate (create and/or edit depending on other settings).

NOTE: The default label for the Secondary Auth Button is "I forgot my badge" and the default for the Secondary Authentication Username Label is "External Reference."



4. Set the Secondary Auth Group Identification Method, Secondary Auth Group Authentication Method, and Secondary Auth Group Authentication Field to correspond with the parameters without secondary authentication.



NOTE: The Authentication Screen Label and Password label should be used for secondary authentication.

CHAPTER 7: Install EMS Room Sign App

WARNING: The EMS Room Sign App was formerly named **EMS Glance**. Some of the installation files (e.g., API, dll, etc.) will temporarily retain the Glance name.

This topic will provide information that will allow you to do the following:

IMPORTANT: In [Update 30](#), the Room Sign App API was moved into the EMS Room Sign application to improve performance. The **EMSGlanceAPI.msi** file is no longer required for customers running Update 30 or later.

- » [Install or Upgrade the EMS Database Component](#)
- » [Install or Upgrade the EMS Room Sign App DLL](#)
- » [Install or Upgrade the EMS Room Sign App API](#) (only required for versions prior to Update 30)

- » [Verify the EMS Room Sign App API Installation](#) (only required for versions prior to Update 30)
- » [Install or Upgrade the EMS Room Sign Web Application](#)
- » [Create an EMS Admin User to Manage Your EMS Room Sign App API Web Service](#)
- » [Set a Launch Pin](#)
- » [Access EMS Room Sign App on Your Devices](#)

OVERVIEW OF INSTALL/UPGRADE PROCESS

To install or upgrade the EMS Room Sign App, you will:

IMPORTANT: If you are upgrading to Update 30 or later, make sure you uninstall the API prior to upgrading. In [Update 30](#), the EMS Room Sign API was moved into the application, and you no longer need to install the API separately.

1. Update your database with the new [EMS Room Sign App .sql file](#).
2. Copy the [EMS Room Sign App .dll](#) file to each user workstation that needs EMS Room Sign App options in EMS Desktop Client.
3. For versions prior to [Update 30](#), install the new [EMS Room Sign App API](#) on the web server that will be running it, and [verify the installation](#).

4. Install the new [EMS Room Sign App web application](#) on the web server that will be hosting it (and connect it to your EMS Room Sign App API, SQL server, and database).

NOTE: For [Update 30](#) and later, the EMS Room Sign API has been moved into the application. If you are running Update 30 or later, you will not need to connect the API to the web application.

5. [Create an Admin User](#) to manage the EMS Room Sign App API web service.
6. [Access your EMS Room Sign application](#) through the web on your device(s).

INSTALL OR UPGRADE THE DATABASE COMPONENT

1. [Obtain](#) the `EMSRoomSignApp.sql` file.
2. Open Microsoft SQL Server Management Studio.
3. Within Microsoft SQL Server Management Studio, select **File > Open > File...** and locate `EMSRoomSignApp.sql`.
4. Select your **EMS Database** and execute the query (**Query > Execute**). When query execution has completed, the message "Command(s) completed successfully" will appear in the Results section.

INSTALL OR UPGRADE THE EMS ROOM SIGN APP DLL

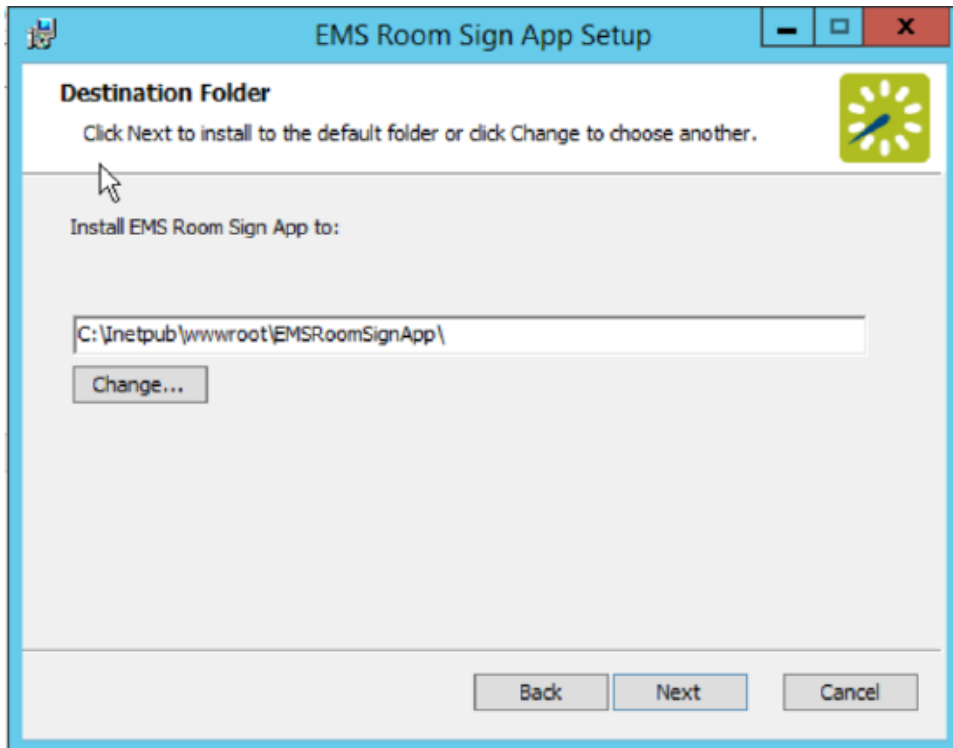
1. On each client machine that needs access to the EMS Room Sign App Settings area, paste a copy of the **EMS.Glance.dll** file into the folder that contains your EMS application files (typically C:\Program Files\EMS).
2. Once the **EMS.Glance.dll** is placed in the correct folder on the client machine (assuming your organization is appropriately licensed for the EMS Room Sign App), the EMS user will see the **EMS Glance Settings** button on the tool bar within the EMS application.

NOTE: To update your registration, go to **System Administration > Settings > Registration** in EMS Desktop Client.

INSTALL OR UPGRADE THE EMS ROOM SIGN APP API

IMPORTANT: For Update 30 or later, you do not need to install the EMS Room Sign API because the API has been moved into the EMS Room Sign application to improve performance. See [Install or Upgrade the EMS Room Sign App Web Application](#) to continue with the installation process.

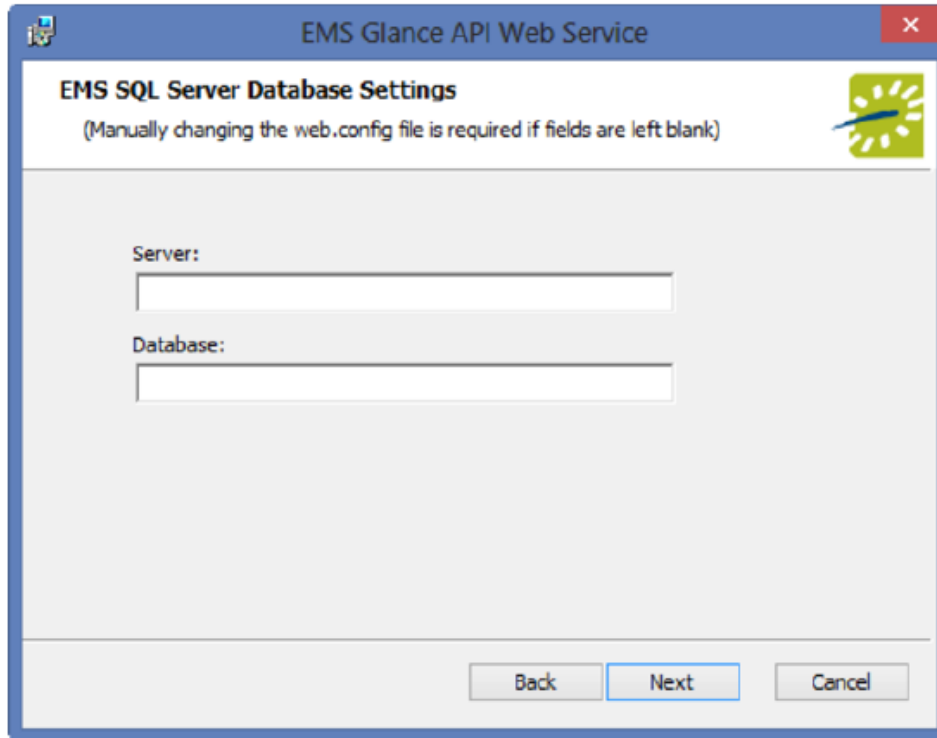
1. Manually **uninstall** any previous versions of the EMS Room Sign App API on your web server.
2. Download the **EMSGlanceAPI.msi** file onto the web server that will be running the EMS Room Sign App API.
3. Run **EMSGlanceAPI.msi**.
4. The first screen welcomes you to the EMS Room Sign App API Web Service Setup Wizard. Click **Next** to begin the installation process. The Destination Folder screen will appear.



5. Select the destination folder. The installation process will create a new physical directory on your web server based on the destination folder path entered ("EMSRoomSignApp" in the example above.) Click **Next**.

NOTE: The EMS Room Sign App API should not be installed in the same physical directory as other EMS web-based products OR under a site running another version of the EMS Room Sign App API.

6. The EMS SQL Server Database Settings information screen will appear.



The screenshot shows a Windows-style dialog box titled "EMS Glance API Web Service". Inside the dialog, the main heading is "EMS SQL Server Database Settings", followed by a note: "(Manually changing the web.config file is required if fields are left blank)". There are two text input fields: "Server:" and "Database:". At the bottom right, there are three buttons: "Back", "Next" (which is highlighted with a blue border), and "Cancel". A small green icon with a sunburst is located in the top right corner of the dialog's content area.

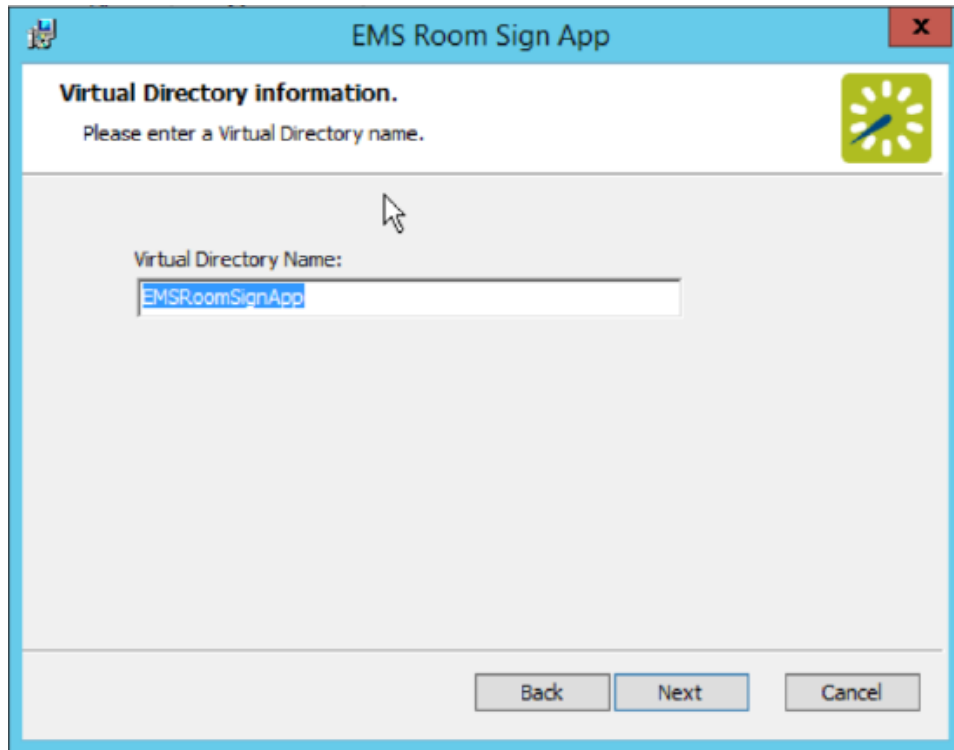
7. Enter your EMS SQL **Server** name.

8. Enter your EMS **Database** name:

- » EMS Professional customers (typically named "EMSDData").
- » EMS Workplace, EMS Campus, EMS Enterprise, EMS District and EMS Legal customers (typically named "EMS").

9. Click **Next**.

10. The Virtual Directory information screen will appear.



11. The Virtual Directory Name will default to the destination folder specified above. It is recommended that you keep the default setting. The installation process will create a virtual directory on your web server based on the virtual directory entered ("EMSRoomSignApp" in the example above.) Click **Next**.

NOTE: The EMS Room Sign App API should **not** be installed in the same virtual directory as other EMS web-based products OR under a site running another version of the EMS Room Sign App API.

12. The Ready to install EMS Room Sign App API Web Service screen will appear. Click **Install** to install the EMS Room Sign API.
13. The Completed the EMS Room Sign App API Web Service Setup Wizard screen will appear. Click **Finish**.

VERIFY THE EMS ROOM SIGN APP API INSTALLATION

IMPORTANT: For [Update 30](#) or later, you do not need to verify the EMS Room Sign API installation because the API has been moved into the EMS Room Sign application and no longer needs to be installed separately. See [Install or Upgrade the EMS Room Sign App Web Application](#) to continue with the installation process.

After following the steps above, verify your EMS Room Sign App API installation by opening a browser and entering the EMS Room Sign App API URL:

Example: `http://[ServerName]/EMSGlanceAPI/service.asmx`

(replace [ServerName] with the name of your web server)

NOTE: This URL will be required for the EMS Room Sign App Web Application installation.

INSTALL OR UPGRADE THE EMS ROOM SIGN WEB APPLICATION

1. Download the **EMSGlance.msi** file onto the web server that will be running the EMS Room Sign App web application.
2. Run **EMSGlance.msi**.
3. The first screen welcomes you to the EMS Room Sign App Setup Wizard. Click **Next** to begin the installation process. The Destination Folder screen will appear.

4. Select the destination folder. The installation process will create a new physical directory on your web server based on the destination folder path entered (“EMSRoomSignApp” in the example above.) Click **Next**.

NOTE: The EMS Room Sign App should **not** be installed in the same physical directory as other EMS web-based products OR under a site running another version of EMS Room Sign App.

5. Based on your software version, do the following:

» **Prior to Update 30**

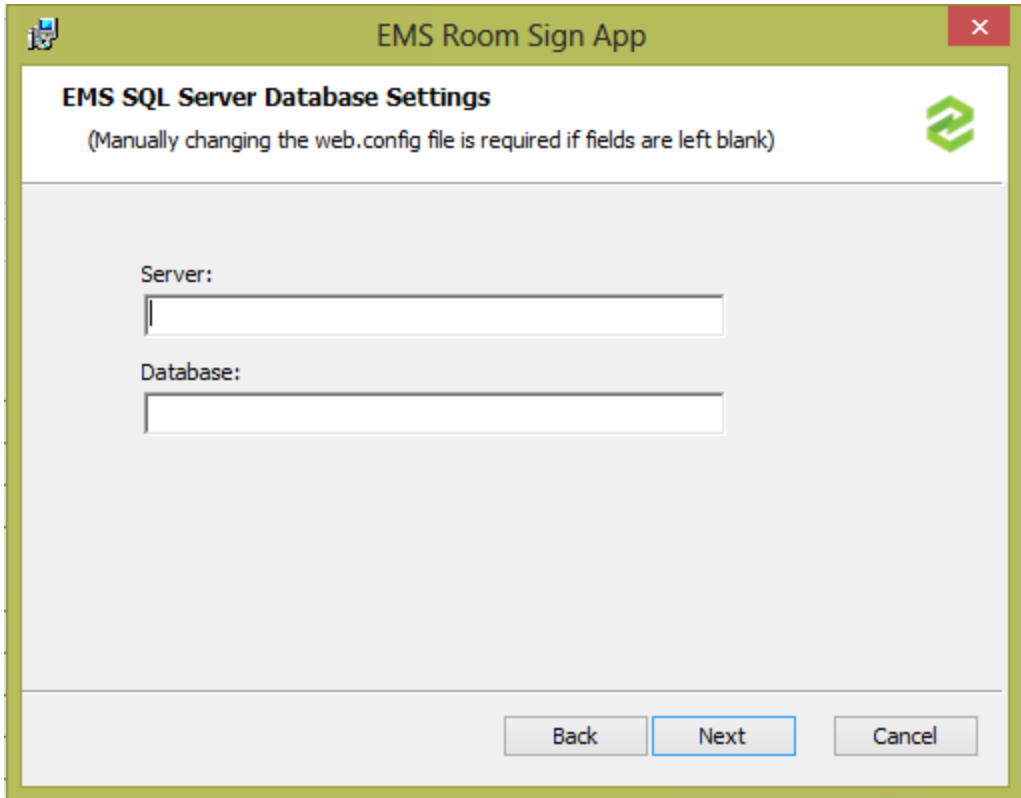
- a. When the EMS Room Sign App API Path screen appears, enter the URL of your EMS Room Sign App API Web Service.

Example: `http://[ServerName]/EMSGlanceAPI/service.asmx`
(replace [ServerName] with the name of your web server)

- b. Click **Next**.

» **Update 30 or Later**

- a. When the EMS SQL Server Database Settings screen appears, enter your EMS SQL **Server** name and your EMS **Database** name in the appropriate fields.



The screenshot shows a window titled "EMS Room Sign App" with a green header bar. Inside the window, the title "EMS SQL Server Database Settings" is displayed in bold, followed by a note: "(Manually changing the web.config file is required if fields are left blank)". Below this, there are two text input fields: "Server:" and "Database:". At the bottom of the window, there are three buttons: "Back", "Next" (which is highlighted with a blue border), and "Cancel". The EMS logo is visible in the top right corner of the settings area.

b. Click **Next**.

6. The Virtual Directory information screen will appear.

7. The Virtual Directory Name will default to the destination folder specified in Step 4. It is recommended that you keep the default setting. The installation process will create a virtual directory on your web server based on the virtual directory entered ("EMSRoomSignApp" in the example above.) Click **Next**.

NOTE: The EMS Room Sign App should **not** be installed in the same virtual directory as other EMS web-based products OR under a site running another version of the EMS Room Sign App.

8. The Ready to install EMS Room Sign App screen will appear. Click the **Install** button to install the EMS Room Sign App.
9. The Completed the EMS Room Sign App Setup Wizard screen will appear. Click **Finish**.

CREATE AN EMS ADMIN USER TO MANAGE YOUR EMS ROOM SIGN APP API WEB SERVICE

1. Create the EMS Admin Account to be used for the EMS Room Sign App:
 - a. Create a user account in EMS Desktop Client under **System Administration** > **Security** > **Users** (with any user name and password you choose).
 - b. Uncheck the **Administrator** box.
 - c. Then add the process **EMS API Web Service Access** to this account.
2. Enter the user name and password for the account in the web.config file of the EMS Room Sign App settings (see the following example excerpt from the web.-config file):

NOTE: In [Update 30](#), changes were made to the web.config file. If you are running a software version prior to Update 30, your web.config file may contain different values than the ones shown in the example below.

```
<appSettings>

  <add key="webpages:Version" value="2.0.0.0" />
  <add key="webpages:Enabled" value="false" />
  <add key="PreserveLoginUrl" value="true" />
  <add key="ClientValidationEnabled" value="true" />
  <add key="UnobtrusiveJavaScriptEnabled" value="true" />
  <add key="EmsUser" value="admin" />
  <add key="EmsPassword" value="admin" />
  <add key="ShowDetailedErrors" value="true" />

  <!-- Set this pin to be used to access selecting the profile and room the
1st
time the application is launched on a device -->
  <add key="LaunchPin" value="" />

  <add key="ExceptionHandlerSectionNode" value="glanceExceptionHandler"
/>
```

```
<add key="ValidateAntiForgery" value="false" />

<add key="UseRelativeFilePaths" value="false" />

<add key="ForceTLS11AsMinimumProtocol" value="false" />

<!-- Set to INFO to enable trace logging of timing associated with the
most common actions - supported values: "verbose" "debug" "info" "warn-
ing"
"error" "fatal" "none" -->

<add key="LogLevel" value="info" />

<!-- File path to which trace logging data should be written -->

<add key="LogPath" value="" />

<!-- Trace logging file size limit, in bytes -->

<add key="LogMaxFileSize" value="1073741824" />

<!-- Max number of trace logging files to be retained -->

<add key="LogFileCountLimit" value="10" />

<add key="UseJSON" value="true" />

<!--IsoDateFormat or MicrosoftDateFormat -->

<add key="JSONDateFormat" value="IsoDateFormat" />

<!-- durationUsePrimaryDB is the duration in minutes to call the primary
database to get bookings after a manual reservation is made from a Glance
unit-->

<add key="durationUsePrimaryDB" value="5" />

<add key="useEmsUser" value="true" />
```

```
</appSettings>
```

TIP FOR EMS CLOUD CUSTOMERS: Modifications to the web.config file must be performed by EMS Cloud Operations. To request these changes, please [contact EMS Support](#).

SET A LAUNCH PIN

1. Open a browser and enter the URL to your EMS Room Sign App web application.
2. If this is your first time accessing the site, select a profile and room. Each individual profile can be protected with a passcode; however, the first landing page does not have a passcode set by default.
3. Modify the web.config file to set a Launch Pin. Setting this value (which is blank by default), will force users to enter a code the first time they browse to the EMS Room Sign site.
4. Navigate to the Room Sign App web directory.
5. Edit the web.config file.
6. Enter a value for the Launch Pin key.

Example Screenshot With a 0000 Pin

```
<!-- Set this pin to be used to access selecting the profile and room the 1st time the application is launched on a device -->  
<add key="LaunchPin" value="0000"/>
```

ACCESS EMS ROOM SIGN APP ON YOUR DEVICE (S)

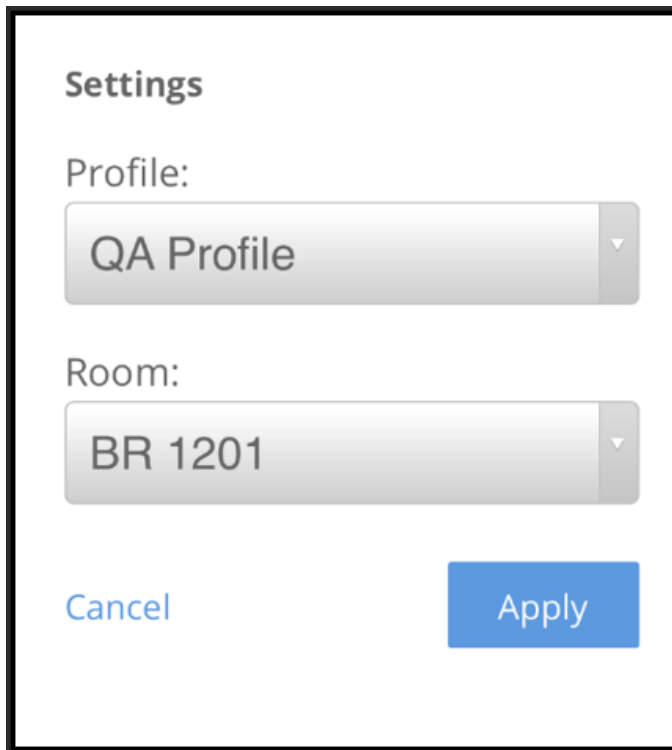
The EMS Room Sign App is ready to use once all of the components have been properly installed and at least one Profile has been configured for use (see [Configure the EMS Room Sign App](#)). To access the EMS Room Sign App on your device, do the following:

1. On your device, open a browser and enter the URL to your EMS Room Sign App web application:

Example: `http://[ServerName]/EMSGlance`

(replace [ServerName] with the name of your web server)

2. The first time you access the EMS Room Sign App on your device, the Settings screen will appear.

A screenshot of a 'Settings' dialog box. It has a title bar 'Settings'. Below it, there are two dropdown menus. The first is labeled 'Profile:' and shows 'QA Profile'. The second is labeled 'Room:' and shows 'BR 1201'. At the bottom, there are two buttons: 'Cancel' on the left and 'Apply' on the right. The entire dialog box is enclosed in a black rectangular border.

Settings

Profile:

QA Profile

Room:

BR 1201

Cancel Apply

3. Select the Profile in the **Profile** dropdown.
4. Select the Room in the **Room** dropdown.
5. Click **Apply**.

NOTE: Once the EMS Room Sign App is running, to re-access the Settings screen for any reason, simply double-tap the EMS Room Sign App logo in the upper-left hand corner of the screen.

CHAPTER 8: Deploying the EMS Room Sign App on Appliances

The EMS Room Sign App supports integration with multiple appliances, including the [Aura Meeting Room Screen](#), [Multiple-Input Multiple-Output \(MIMO\)](#), and [ladea](#) technologies.

AURA MEETING ROOM SCREEN FOR THE EMS ROOM SIGN APP

The Aura Meeting Room Screen from ResourceXpress is an interactive digital signage appliance that can be used with the EMS Room Sign App. Aura devices offer both LED and Radio Frequency Identification Devices/Barcoding (RFID) solutions that will enhance the EMS Room Sign App user experience. The integrated LED status lights provide a quick visual indication of space availability from the device enclosure.

This section will detail the process of deploying the EMS Room Sign App on an Aura device.

PREREQUISITES FOR USING EMS ROOM SIGN APP WITH AURA DEVICES

IMPORTANT: Customers must have installed Update 19 or later of the EMS Room Sign App.

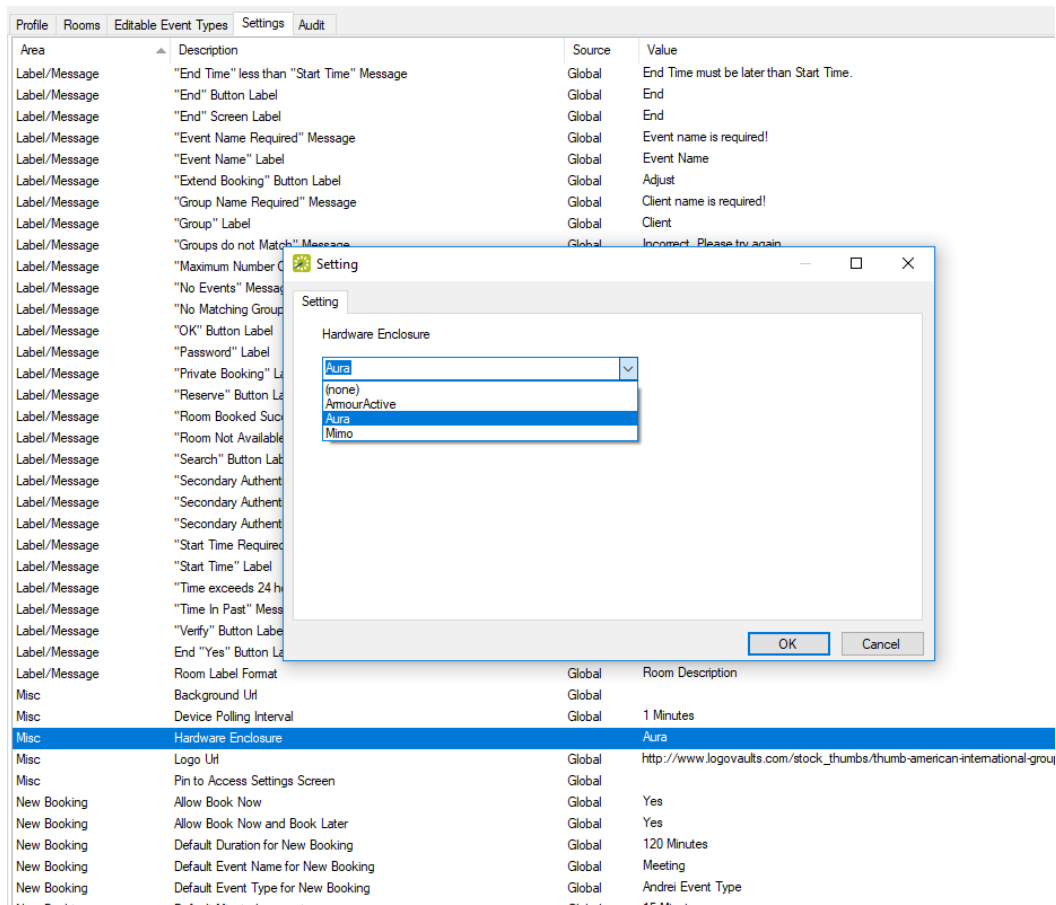
There are two options for integration of Aura Meeting Room Screens with the EMS Room Sign App:

1. [Direct authentication](#)
2. Server-to-server authentication

DIRECT INTEGRATION

Direct integration allows customers to utilize the EMS Room Sign App on an Aura device as they would on consumer tablets. The Aura device is configured through the EMS Glance Settings of the EMS Desktop Client.

1. [Create a new profile](#) for your device or edit an existing profile in the EMS Desktop Client.
2. Navigate to **Settings > Misc > Select Hardware Enclosure**.



3. From the drop-down, select Aura.

NOTE: If this selection is not made, the LEDs on your device will not change color based on status.

a. Click OK. Close the profile to Save.

4. Turn on the Aura device.
5. Perform [initial device setup](#).
6. Enter your EMS Room Sign App URL.
7. You will be prompted to select a profile. If this is not the initial configuration with the Aura device, you will need to double click the EMS icon to select a different profile.
8. Click Apply.

ADDITIONAL INFORMATION

LED INTEGRATION

NOTE: To configure LED integration, set the parameter for your enclosure in the EMS Desktop Client on the global and/or profile level. This parameter can be set during profile configuration or at a global level to apply the setting across all profiles.

The color of the LEDs on the Aura device will indicate the status of the room you are booking:

- » **Green light** = Space is **available**
- » **Red** = Space is **unavailable**
- » **Orange** = Upcoming booking/**available to check in**

RFID

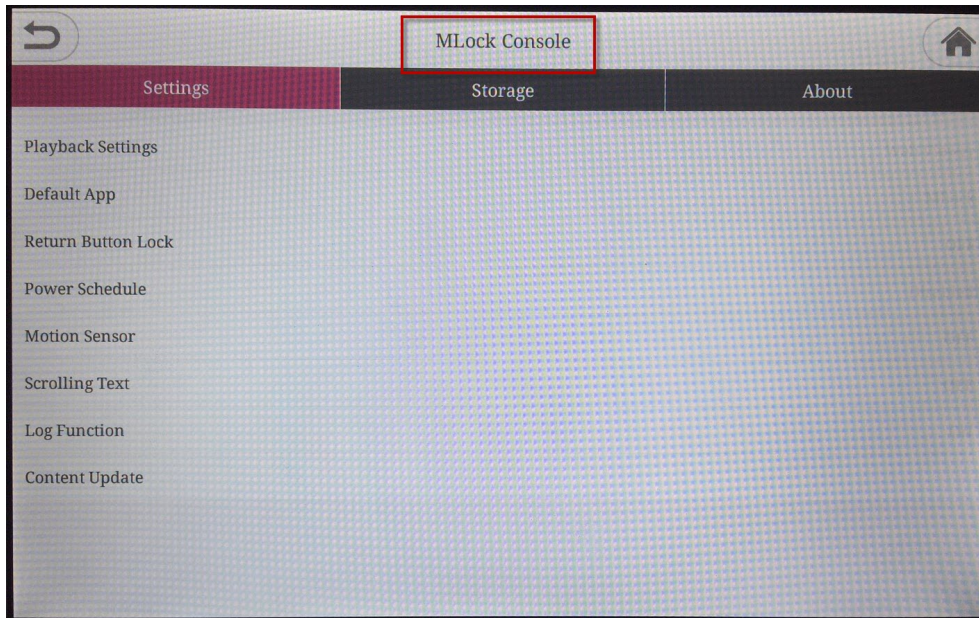
As of Update 22 (March 2018), the Radio Frequency Identification Devices/Bar-coding (RFID) feature allows users to check into a room by scanning their badge.

MIMO TECHNOLOGY INTEGRATION

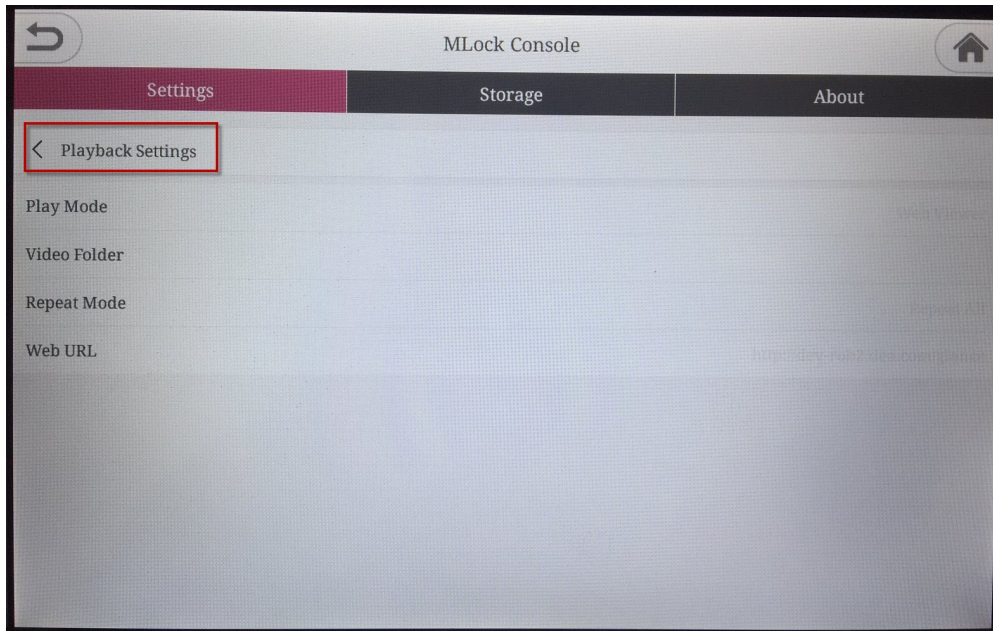
IMPORTANT: The minimum version of EMS for MIMO Integration is [Update 20](#).

1. Launch the MIMO device. If this is the initial deployment, a white screen appears, alerting the user that there is no playable file.
2. Press the area in the upper right-hand corner for five (5) seconds and enter 0000 in the password field. Click **OK**.

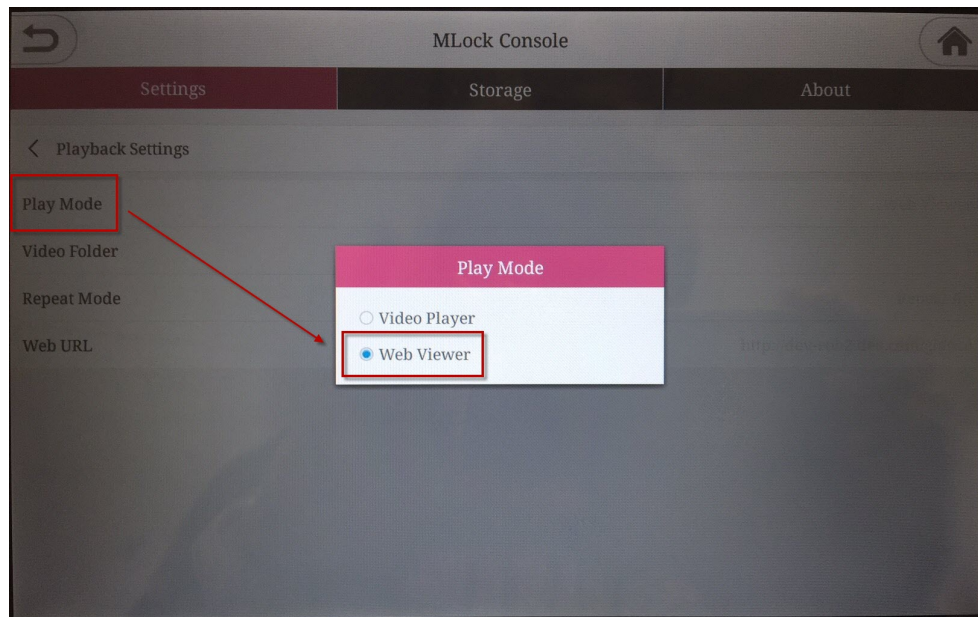
3. The Mlok Console Management page appears.



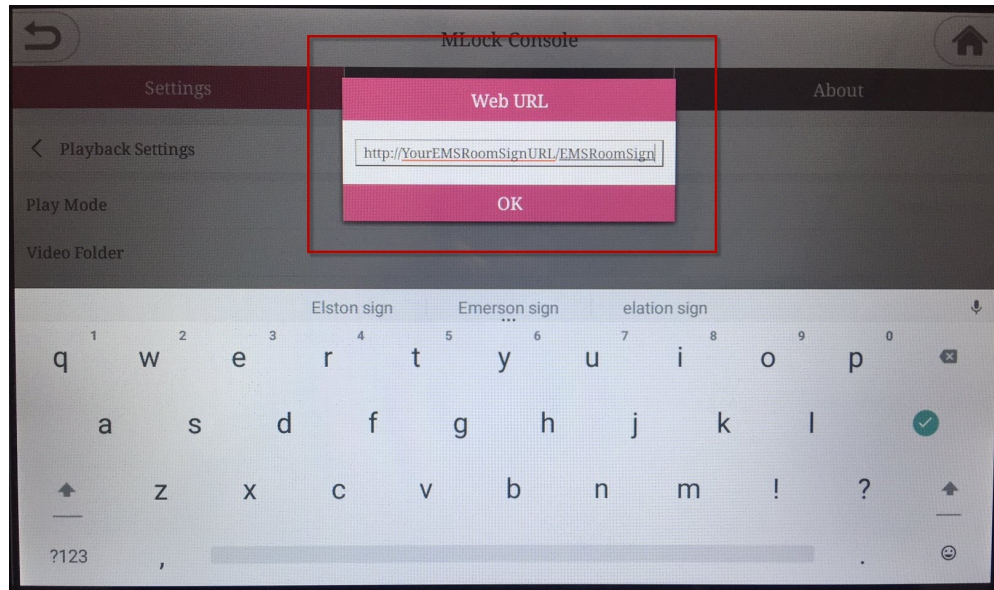
4. Navigate to Playback Settings:



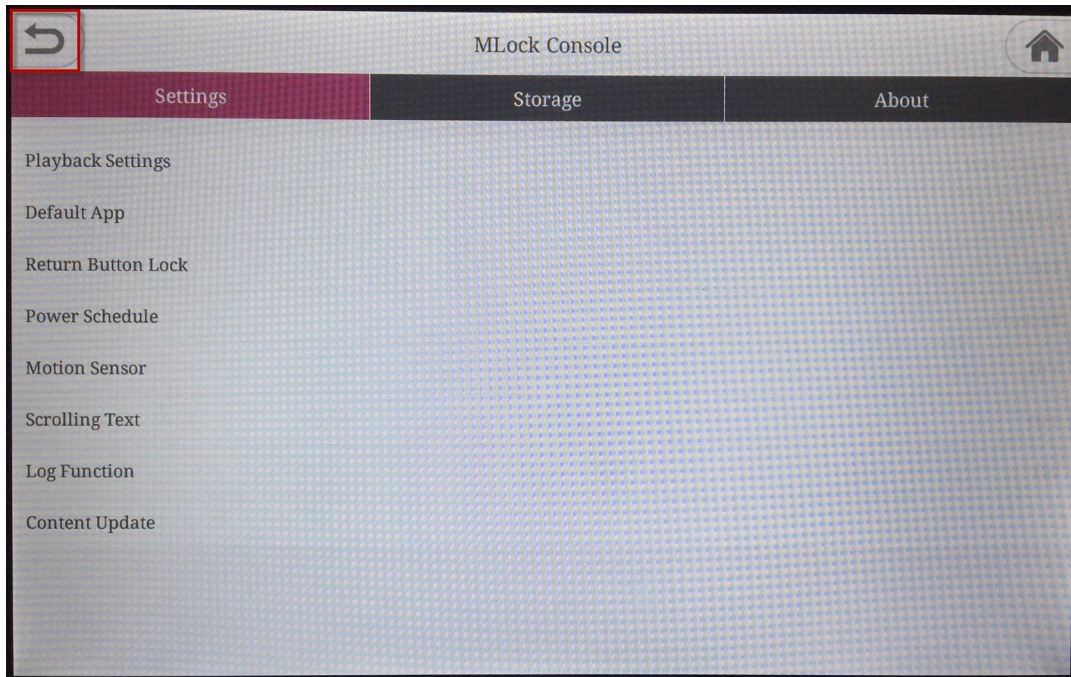
a. Touch Play Mode and choose Web viewer. Click OK.



- b. Touch Web URL and enter your EMS Room Sign App URL location. Click OK.



5. From the main Management Page, click the playback button. This will launch the EMS Room Sign App with the URL configured above.



LED INTEGRATION

IMPORTANT: MLock version 0.1.6.3_6.0 and MIMO Service version 1.0 are minimum version requirements for MIMO LED integration.

The color of the LEDs on the Aura device will indicate the status of the room you are booking:

- » **Green light** = Space is **available**
- » **Red** = Space is **unavailable**
- » **Orange** = Upcoming booking/**available to check in**

NOTE: To configure LED integration, set the parameter for your enclosure in the EMS Desktop Client on the global and/or profile level. This parameter can be set during profile configuration or at a global level to apply the setting across all profiles.

WARNING: If the LEDs do not function on the MIMO device, ensure the PhoneServerDemo app is running.

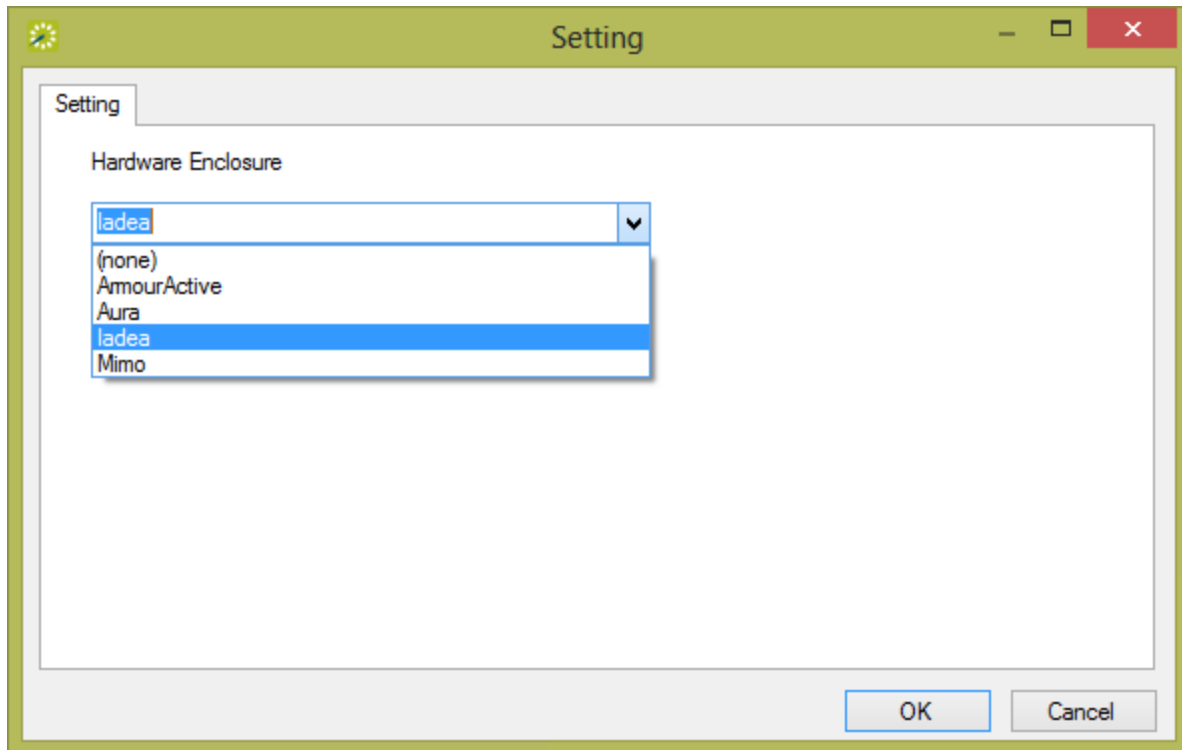
PREREQUISITES FOR USING EMS ROOM SIGN APP WITH IADEA DEVICES

1. Install the latest version of Firmware (1.2.86):
 - a. Download the latest Firmware 1.2.86 using a Chrome or Firefox web browser and copy it into the root directory of a USB drive.
 - b. Power on your Iadea device.

- c. Insert the USB drive into the device and navigate to **Advanced > System > Firmware Update**.

WARNING: Do NOT remove USB drive until the ladea device reboots to the Basic Settings menu.

2. Configure the ladea Hardware Enclosure parameter in the EMS Desktop Client:
 - a. Navigate to **Settings > Misc > Select Hardware Enclosure**.
 - b. From the drop-down, select **ladea**.
 - c. Click **OK**. Close the profile to Save.



IADEA HARDWARE INTEGRATION

NOTE: As of [Update 25](#), NFC authentication is supported for the ladea hardware enclosure. This feature allows users to check into a room by scanning their badge.

As of [Update 29](#), users with ladea hardware can access Radio Frequency Identification Devices/Barcoding (RFID) functionality, which allows users to check into a room by scanning their badge.

1. From the Basic Settings menu, touch **Set Content**.
2. Enter your EMS Room Sign App URL into the SMIL/HTML5 Content URL field.
3. Touch **Set**.
4. Touch **Play**. The EMS Room Sign App will launch on your Iadea device.