



# Smart Facilities Management from Microshare

Delivering transformational data to organisations across the globe

## Contact Tracing Solution Installation Manual | Q2 2020

*This document includes important details on the correct, safe and efficient methods of installation.*

*We have delivered and installed thousands of sensors to clients all over the world across a wide range of range of applications, so please get in contact with us if you need any assistance. Our expert team are on hand and ready to support you.*

Contact [installation@microshare.io](mailto:installation@microshare.io) should you require any assistance

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## Using your Microshare solutions safely

- Follow the stated battery requirements before installing any batteries.
- Never force a connector into a port. If the connector and port don't join with reasonable ease, they probably don't match. Make sure that the connector matches the port and that you have positioned the connector correctly in relation to the port.
- Protect Microshare sensors from direct sunlight, wherever possible.
- Use Microshare solutions in environments according to their specification. Most products are for indoor use only.
- There are no user-serviceable parts inside Microshare sensors. For service personnel: Always unplug external power supply, remove batteries, and turn off UPS battery before service operation.
- Microshare sensors may be damaged by improper storage or handling. Take care not to drop them during transport and installation.



**WARNING:** Do not attempt to open or disassemble any Microshare solutions. You run the risk of electric shock and voiding the limited warranty. No user-serviceable parts are inside.

This information could include technical inaccuracies or typographical errors. Changes are periodically made to the information herein; these changes will be incorporated in new editions of the publication. Microshare may make improvements and/or changes in the product(s) and/or the program(s) described in this publication at any time without notice.

## ST05 - Contact Tracing (per employee)

The Contact Tracing solution from Microshare is a complete sensing service for employers looking to provide a safer working environment by enabling anonymous monitoring and alerting of human-to-human and human-to-location contact events within a working environment such as a factory, office or construction site.

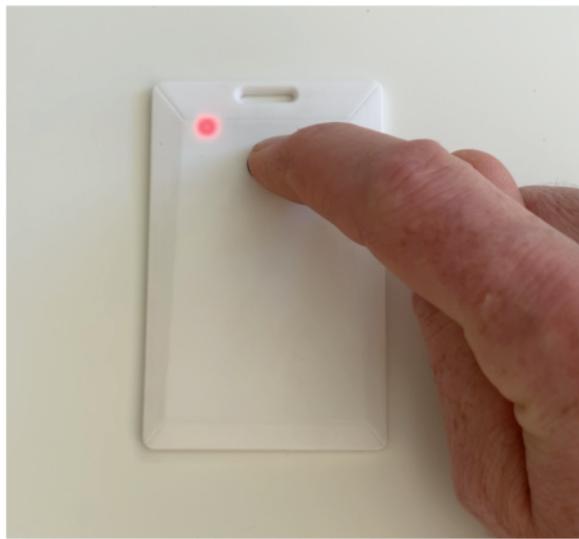
What's in the box? In terms of deploying quickly, the Contact Tracing solution from Microshare includes long-life battery-operated beacons [with wristband and keychain attachments], fixed location beacons [c/w adhesive strips for fixing], Kerlink Wanesy Wave anchor, device connectivity, access to data and alerts via Microshare for Business dashboards or direct API access to data through Microshare Smart Network. NB. For ease of installation, we recommend the use of a portable QR scanning device, not provided as standard.

### INSTALLING THE MICROSHARE LOCATION MARKERS

|   |  |
|---|--|
| <p><b>1. Unboxing the Devices</b></p> <ul style="list-style-type: none"> <li>- Open the packaging and take out a Microshare Location Tags</li> </ul>    |   |
| <p><b>2. Taking the device out of the packaging</b></p> <ul style="list-style-type: none"> <li>- Remove clear wrapping from the Location Tag</li> </ul> |  |

### 3. Powering on the Location Markers

- To power on the device, press down on the side of the device with the Power symbol as shown. A red light will begin to flash – this signals that the device has been powered on.



### 4. Attaching the adhesive tape

- Stick the 3M adhesive tape to the side of the device with the power symbol as shown



### 5. Attaching the Location markers to the Wall

- Stick the device on to the preassigned location using the provided adhesive tape on the device.
- Ensure that the QR code is still visible – as shown in the picture.



## 6. Registering the Location Tag

- Using your scanning device, scan the QR code into the excel spreadsheet provided. Note down the three locations next to the entry in the excel spreadsheet
- Once all the Locations Markers have been installed, please send the spreadsheet to the following email address [Installation@microshare.io](mailto:Installation@microshare.io)



## 7. Unboxing the Microshare wearable beacons

- Open the packaging and take out the Microshare Wearable beacons.
- The devices are already powered on prior to delivery



## 8. Registering the Microshare Wearable

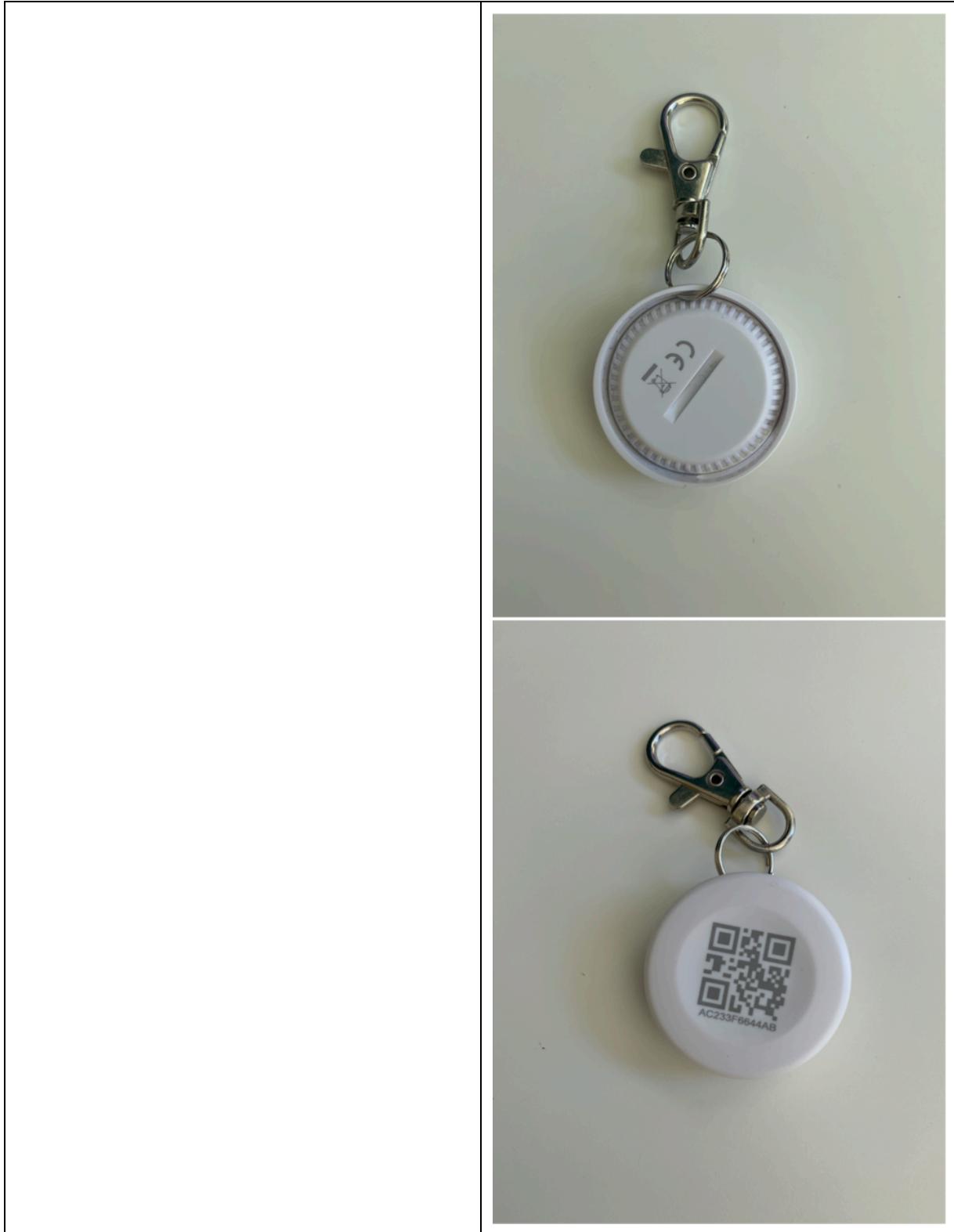
- Using your scanning device, scan the QR code and add to the excel spreadsheet provided
- Note the name of the wearer next to the entry



## 9. Attaching the key chain to the Microshare Wearable

- Remove the straps from the device by pulling the strap through from the wider end
- Attach the keychain provided to the device
- Leave the recipient with the bands in case they wish to use it as a wristband





## 10. Changing the batteries in your Microshare Wearable beacon

- Removing the back cover: Turn the device upside down, so that the side with the QR code is facing away from you
- Place a coin or similar shaped object in the grove in the back of the device and turn until the back cover is re attached to the device



- Take out the old battery and replace it with a new CR2032 3V battery
- Make sure it is installed the Correct way around (+ sign facing up towards you)



|  |  |
|--|--|
| <ul style="list-style-type: none"><li>- Using a coin or similar shaped object, screw the back cover onto the device</li></ul>  |   |
| <p><b>Installing the Kerlink Wave</b></p> <p><b>1. Unbox the Kerlink Wave</b></p> <ul style="list-style-type: none"><li>- Take the Kerlink Wave out of the packaging</li></ul> |  |

## 2. Deploying the Kerlink Wave (without screws - if using screws skip this part)

- If you are not using screws, stick two 3m adhesive tape pads onto the back of the device as shown in the picture.



## 3. Registering the Kerlink Wave

- Using your scanning device, scan the QR code on the back of the Wave into the excel spreadsheet provided
- Note down the three locations articulating the location of the Wave



## 4. Powering on the Kerlink Wave

- Plug the mains cable into the plug socket
- Plug the other end into the Kerlink wave
- A green light will show once the wave has power



## 5. Installing the Kerlink Wave

- Use the adhesive pads to stick the Wave onto the predesignated location, ensuring the cable is still connected properly

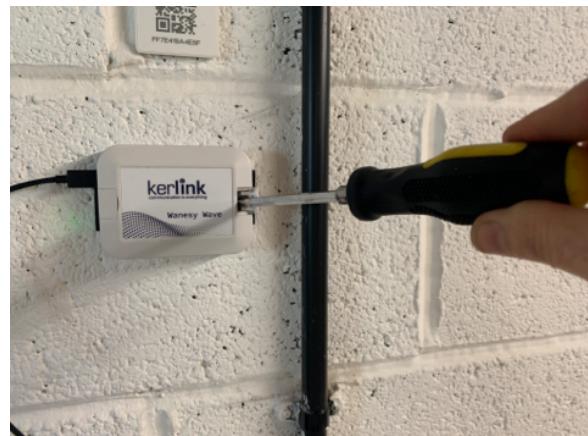


**6. If you are using screws to attach the Kerlink Wave**

- Open the covers on the Kerlink Wave, exposing the screw holes



- Mark out, drill suitable holes and use raw plus in the wall as required. Attach the Wave to the wall with suitably sized screws.



Once all the solutions are installed and logged please send the excel files to  
[Installation@microshare.io](mailto:Installation@microshare.io)