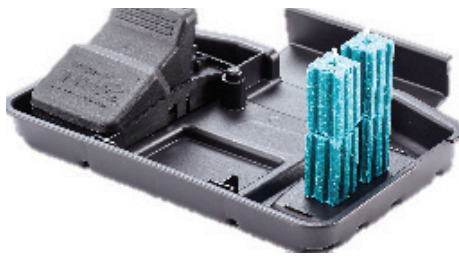


# **IQ PRODUCTS TRAINING MANUAL**



Inside Cover  
TBD (graphics)

# TABLE OF CONTENTS



**EXPRESS IQ**



**TRAPPER 24/7 IQ**

COMING SOON



TRAPPER  
**T-Rex** IQ



Protects  
**EVO** **AMBUSH** IQ

**PORTAL**

## GETTING STARTED WITH IQ

Once you have purchased your IQ products through your local distributor you will need to set up your online portal.

Contact Bell Sensing Technologies for your unique "Access Code".

Bell Sensing Technologies personnel will send you the website link along with your unique "Access Code".

<https://smartwave-smart-trap-portal-dev.azurewebsites.net/Account/Register>

Input your "Access Code" and choose yes to "Are you authorized by your company to establish a Bell Sensing Technology account?".

Click "Next".

After reading through the terms and conditions check the box next to "I accept the terms and conditions".

Click "Next".

The screenshot shows the 'Register your Account' page for Bell Sensing Technologies. It is the first step in a five-step process, indicated by a progress bar with one filled circle. The 'Product Info' section asks the user to 'Enter the access code you received with your Bell Sensing devices:' and provides a text input field labeled 'Access Code'. Below this, it asks 'Are you authorized by your company to establish a Bell Sensing Technology account?' with radio button options for 'No' and 'Yes'. The 'Yes' option is selected. A 'NEXT' button is located at the bottom right.

This screenshot is identical to the previous one, showing the 'Register your Account' page. The 'Access Code' field now contains the text 'BGJ24327VQ'. The 'Yes' radio button remains selected, and the 'NEXT' button is still present at the bottom right.

The screenshot shows the second step of the registration process, 'Terms and Conditions'. The progress bar now has two filled circles. A scrollable text area displays the terms and conditions, which include placeholder text like 'Lorem ipsum dolor sit amet, consectetur adipiscing elit...'. Below the text area, there is a checkbox labeled 'I accept the terms and conditions.' which is checked. A 'NEXT' button is located at the bottom right.

Fill in all “User Profile” Information. This includes: company Name, first name, last name, role, email, password and confirm password.

Click “Next”.

Fill in all “Company Profile” information. This includes: address and phone number.

Choose if your account will have multiple branches or not.

Click “Next”.

Fill in all “Company Details” information. This includes: how many techs, distributor, services you provide and how did you hear about us.

Click “Next”.

The screenshot shows the 'Register your Account' form with a progress indicator showing five steps, with the first step 'User Profile' being active. The form fields are: Company Name\*, First Name\*, Last Name\*, Role\*, Email\* (with a red error message 'The Email field is required.'), and Password\*.

The screenshot shows the 'Company Profile' form with a progress indicator showing five steps, with the second step 'Company Profile' being active. The form fields are: Address, Address 2, City, State / Province (dropdown menu showing 'Alaska'), ZIP / Postal Code, Country (dropdown menu showing 'United States'), and Main Contact Phone. Below these fields is the 'Multiple Branches' section with three radio button options: N/A (Independent Operator) (selected), Corporate Administrators All Branches, and Other Branches Self-Administer. A blue 'NEXT' button is at the bottom right.

The screenshot shows the 'Company Details' form with a progress indicator showing five steps, with the third step 'Company Details' being active. The form fields are: How many technicians are currently employed by your organization?\*, Who is your distributor?\*, Example Distributor\*, Please identify the services you provide\* (checkboxes for Inspections, Device Mapping, Service Calls, Device Maintenance, Commercial Installations, Disposal, Fumigation, Catch and Release, and Other), and How did you hear about us\* (checkboxes for Colleague, Print Ad, Online, Social Media, Industry Event, and Other).



Click “Log In”.

This will take you to the screen where you can log in and set up your branches, accounts and users.

Once on the login screen fill in your “Email” and “Password”.

Click “Log In”.

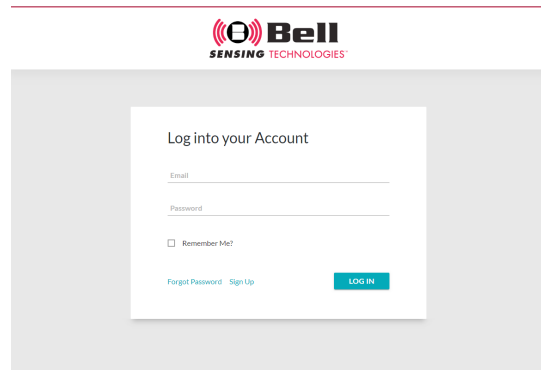
The “Trial Account” page will pop up letting you know that this is a 90-day trial. Click “Continue Trial”.

Input your credit card and billing details.

Click “Next”.

Review payment details.

Click “Begin Sensing”.



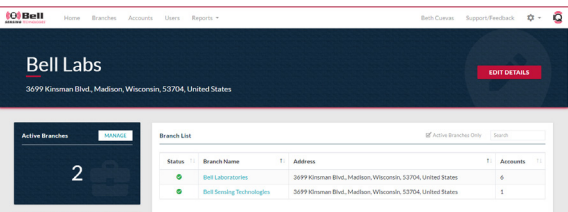
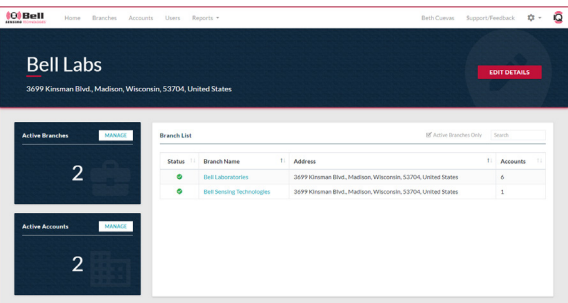
The screenshot shows the login interface for Bell Sensing Technologies. At the top, the logo consists of a stylized 'B' with a signal icon inside, followed by the text 'Bell SENSING TECHNOLOGIES'. Below the logo is a white login box with the title 'Log into your Account'. Inside the box, there are two input fields labeled 'Email' and 'Password'. Below these fields is a checkbox labeled 'Remember Me?'. At the bottom left of the box are the links 'Forgot Password' and 'Sign Up'. At the bottom right is a blue button labeled 'LOG IN'.

## Home Dashboard

When you login to your portal you will be automatically taken to your home dashboard.

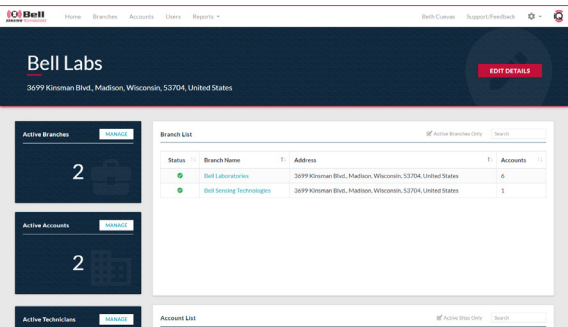
This will give you a quick snapshot of all the information you have access to within your online portal.

On the home dashboard you will see:



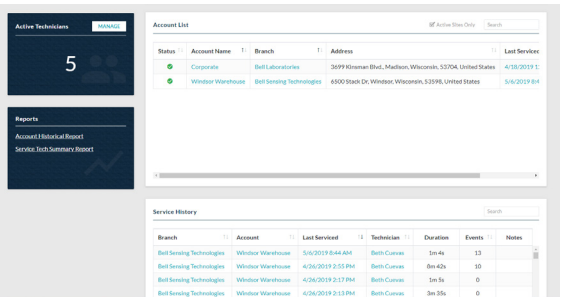
## Active Branches

You can click “MANAGE” to see a listing of all branches.



## Active Accounts

You can click “MANAGE” to see a listing of all accounts.

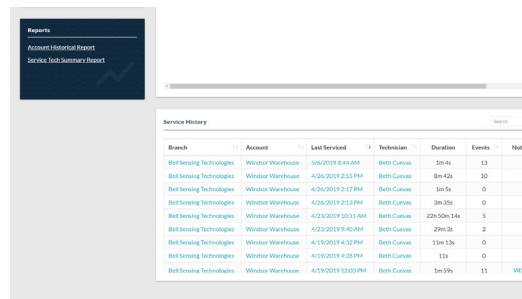


## Active Technicians

You can click “MANAGE” to see a listing of all technicians.

## Reports

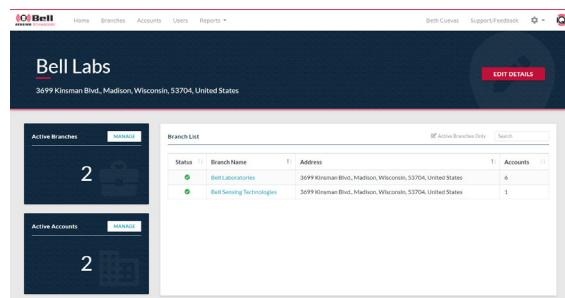
You can click “Account Historical Report” or “Service Tech Summary Report” to quickly jump to the report itself.



Branch	Account	Last Serviced	Technician	Duration	Events	Notes
Bell Servicing Technologies	Window Warehouse	5/6/2019 9:44 AM	Beth Curves	3m 4s	13	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:55 PM	Beth Curves	3m 42s	10	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:17 PM	Beth Curves	3m 5s	0	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:12 PM	Beth Curves	3m 25s	0	
Bell Servicing Technologies	Window Warehouse	4/23/2019 10:11 AM	Beth Curves	22m 50m 14s	5	
Bell Servicing Technologies	Window Warehouse	4/23/2019 9:40 AM	Beth Curves	29m 3s	2	
Bell Servicing Technologies	Window Warehouse	4/19/2019 4:32 PM	Beth Curves	15m 13s	0	
Bell Servicing Technologies	Window Warehouse	4/19/2019 4:28 PM	Beth Curves	11s	0	
Bell Servicing Technologies	Window Warehouse	4/19/2019 12:00 PM	Beth Curves	3m 59s	11	<a href="#">VIEW</a>

## Branch List

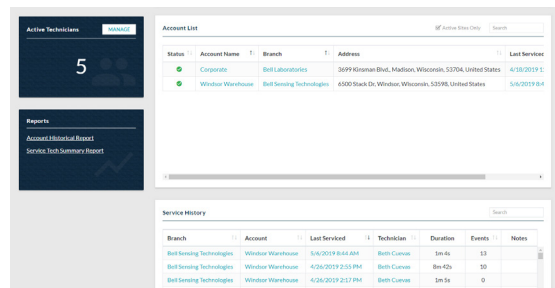
This will be a listing of all active branches. To view inactive branches uncheck the “Active Branches Only”. This will show you the branch name, address and how many accounts are linked to that branch.



Status	Branch Name	Address	Accounts
	Bell Laboratories	3699 Kinsman Blvd., Madison, Wisconsin, 53704, United States	6
	Bell Servicing Technologies	3699 Kinsman Blvd., Madison, Wisconsin, 53704, United States	1

## Account List

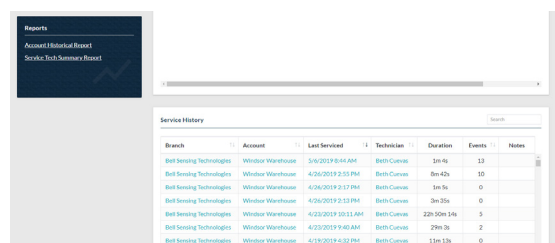
This will be a listing of all active accounts. To view inactive accounts uncheck the “Active Accounts Only”. This will show you the account name, branch, address and the date it was last serviced.



Status	Account Name	Branch	Address	Last Serviced
	Corporate	Bell Laboratories	3699 Kinsman Blvd., Madison, Wisconsin, 53704, United States	4/30/2019 5:11 PM
	Window Warehouse	Bell Servicing Technologies	6500 Stark Dr, Window, Wisconsin, 53598, United States	5/6/2019 9:44 AM

## Service History

This will be a full listing of all service visits at all accounts showing branch, account name, date it was last serviced, the technician, how long the service visit lasted, how many events were recorded



Branch	Account	Last Serviced	Technician	Duration	Events	Notes
Bell Servicing Technologies	Window Warehouse	5/6/2019 9:44 AM	Beth Curves	3m 4s	13	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:55 PM	Beth Curves	3m 42s	10	
Bell Servicing Technologies	Window Warehouse	4/24/2019 2:17 PM	Beth Curves	3m 5s	0	
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Bell Servicing Technologies	Window Warehouse	4/19/2019 4:28 PM	Beth Curves	11s	0	
Bell Servicing Technologies	Window Warehouse	4/19/2019 12:00 PM	Beth Curves	3m 59s	11	<a href="#">VIEW</a>

## Creating Branch(es)

On the homepage of your portal click “Branches” across the top of the screen.

On the right-hand side of the screen click the red “NEW BRANCH” icon.

Input branch information: name, phone, address and upload a logo if you would like.

Click “CREATE NEW BRANCH”.

Your new branch will now show up on your “Manage Branch” list.

## Viewing Branch(es)

The “Manage Branch” list will show you a list of all active branches.

If you wish to see inactive branches, uncheck the “Active Branches Only”.

## Selecting Branch(es)

To choose a branch click the blue branch name.

## Branch Dashboard

Once on the selected branch dashboard you will see:

### Active Accounts

You can click “MANAGE” to see a listing of all accounts.

### Active Technicians

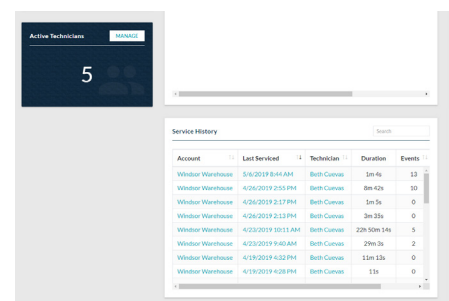
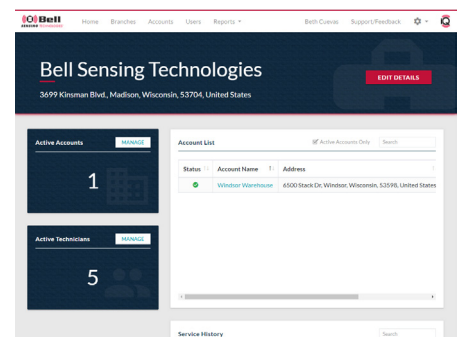
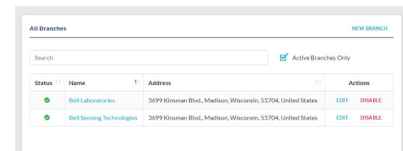
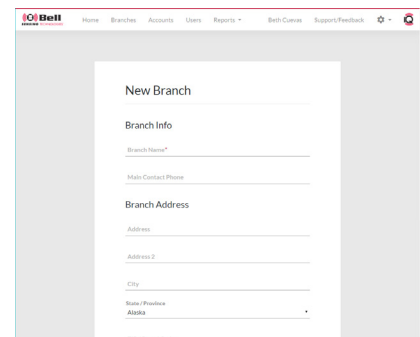
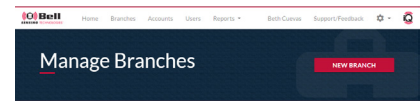
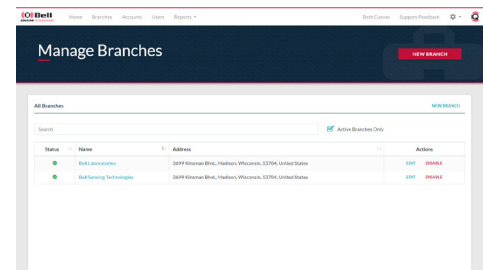
You can click “MANAGE” to see a listing of all accounts.

### Account List

This will be a listing of all active accounts at this branch. To view inactive accounts uncheck the “Active Accounts Only”.

### Service History

This will be a full listing of all services visits at all accounts associated with the branch dashboard you have currently selected.

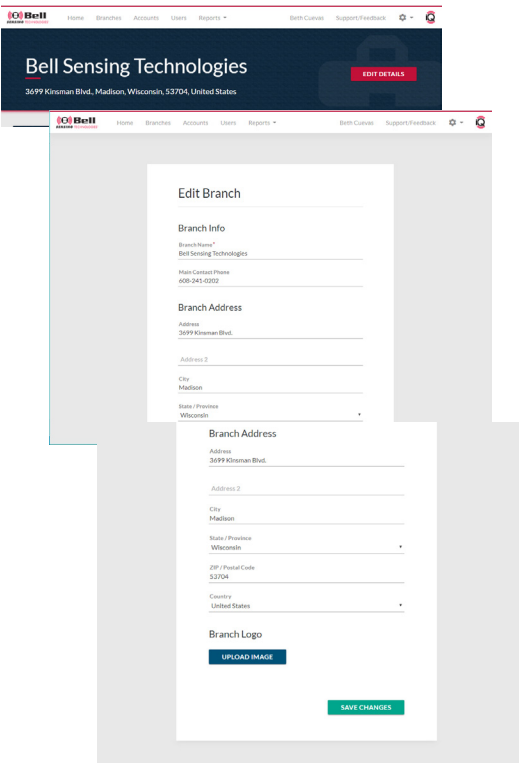


Editing Branch(es)

On the branch dashboard you can make edits to your branch information by clicking the red “EDIT DETAILS” icon in the upper right-hand corner.

Make any changes that are needed.

Click the blue “SAVE CHANGES” icon on the bottom right-hand corner of the page.

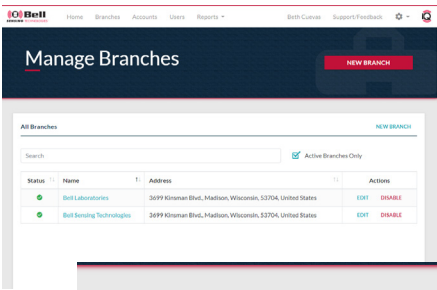


Disabling Branch(es)

On the homepage of your portal click “Branches” across the top of the screen.

This will show you a list of all active branch-es.

To disable a branch click the red “DISABLE” icon under the actions column.



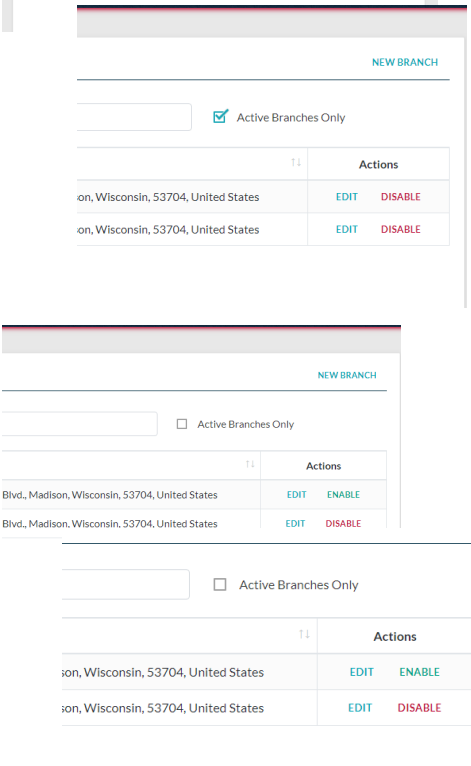
Enabling Branch(es)

On the homepage of your portal click “Branches” across the top of the screen.

This will show you a list of all active branch-es.

In order to see inactive branches, uncheck the “Active Branches Only”.

On the right-hand side click the blue “En-able” icon.



## Creating Accounts

On the homepage of your portal click “Accounts” across the top of the screen.

On the right-hand side of the screen click the blue “NEW ACCOUNT” icon.

Input account information: choose branch, account name, address, client contact info, account specifications, visit proof, reporting emails and upload a floor plan if you would like.

### Visit Proof:

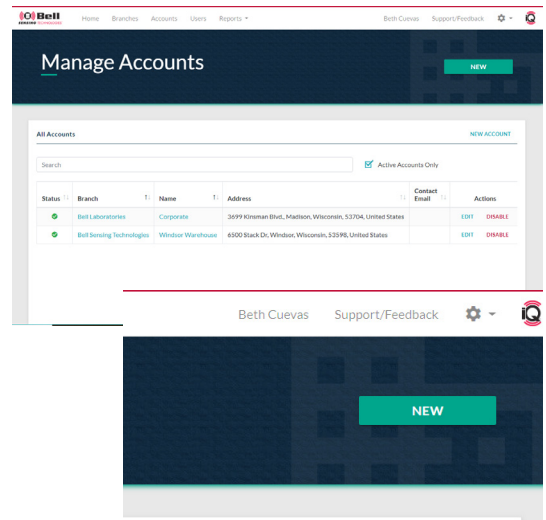
Under the visit proof section you will have the option of choosing “Serviced” or “Viewable” for devices with and without activity. “Serviced” means that during the onsite service visit you have to physically tap on the circle within the app to download the information from the sensor in order to have the device shown as serviced.

“Viewable” means that if the device comes within the ‘viewable’ range of the app (typically 10-20 feet) during your onsite visit, it will show the device as serviced.

\*\*\*\* The default setting will be: devices with activity “Serviced” and devices without activity “Viewable”. You can change these settings at any time.

### Reporting Emails:

Under the reporting emails section you have the option to add an email address of anyone you would like to receive the service report email once the onsite service visit is completed. You can add and remove email addresses using this feature as any time.



## Service Rules:

To create you custom service rules for the account click the blue "Edit Service Rules" icon on the bottom right-hand corner next to "Save Changes".

There will be service rule options for each of the four different products we currently offer within our IQ platform.

Trapper® 24/7 IQ™ & Trapper® T-REX® IQ™

### Trapping Rules

#### Visual Inspection

With Any Activity

Inspection Every Visit

Inspection Every Other Visit

Replace Attractant Every 30 Days

Protecta® EVO® Ambush® IQ™ & Protec-  
ta® EVO® Express® IQ™

### Device Rules

#### Service

With Any Activity

Every Visit

Every Other Visit

Every \_\_ Days

Choose number of days

#### Baiting Rules

Replace Bait

Replace As Needed

Replace Every \_\_ Days

Choose number of days

#### Trapping Rules

Visual Inspection

With Any Activity

Inspection Every Visit

Inspection Every Other Visit

Replace Attractant Every 30 Days

After finalizing your custom service rules click the blue "CLOSE" icon in the bottom right-hand corner. Again, you can change these at any time.

EDIT SERVICE RULES

CREATE NEW ACCOUNT

T-Rex IQ

Trapping Rules

Visual Inspection\*  
With Any Activity

24/7 IQ

Trapping Rules

Visual Inspection\*  
With Any Activity

With Any Activity  
Inspection Every Visit  
Inspection Every Other Visit  
Replace Attractant Every 30 Days

Ambush IQ

Device Rules

Service\*  
With Any Activity

Baiting Rules

Replace Bait\*  
Replace As Needed

Trapping Rules

Visual Inspection\*  
With Any Activity

Service Rules

Express IQ

Device Rules

Service\*  
With Any Activity

Baiting Rules

Replace Bait\*  
Replace As Needed  
Replace As Needed  
Replace Every \_\_ Days

Trapping Rules

Visual Inspection\*  
With Any Activity

Country\*  
United States

Client Contact Info

Email

Phone

Mobile Phone

Floor Plan

UPLOAD IMAGE

ADD CONTACT

EDIT SERVICE RULES

CREATE NEW ACCOUNT