

AVer Device Management

User Manual



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Overview

AVer Device Management is a software program that allows you to manage and control multiple Interactive Flat Panel (IFP), Control Box and Streaming Audio Box devices through network. You can setup, group and update the connected devices anywhere as long as the network is available.

Download **AVer Device Management** here:
<https://www.aver.com/download-center>


System Requirement

- **Operating System** : Win 7 / Win 8 / Win 10 / Win 11
- **CPU** : Intel Core 2 Duo 2.00GHz or later
- **RAM** : 1 GB of RAM (2 GB recommended)
- **Resolution** : 1024 x 768 or higher resolution display
- **Graphic card** : DirectX 9.0c compatible video card
- **Hard Disk** : 500 MB free hard disk space for basic installation

Hardware Connection

- Please make sure all devices are well-connected and powered on.
- Install “**AVer Device Management**” application.
- If the client site and server site are not on the same LAN (different locations), the server site IP needs to be a public IP address.
- Make sure your device and Device Management are connected to the same network.

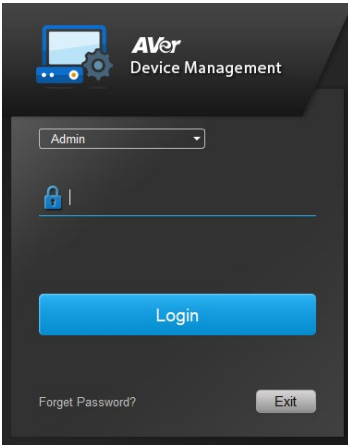
Install AVer Device Management

1. Follow the on-screen guide to install **AVer Device Management** on your computer.
2. Double click on the icon  to launch the app.

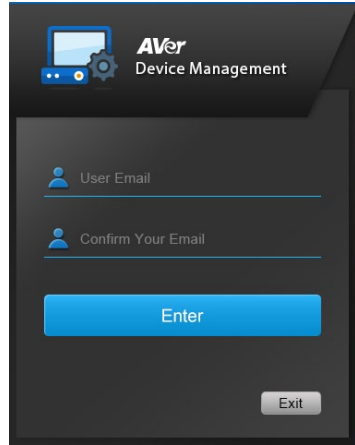
Getting Started

Login

1. For first time login, enter the default password: **admin**.
2. Click **Login** to continue.



1

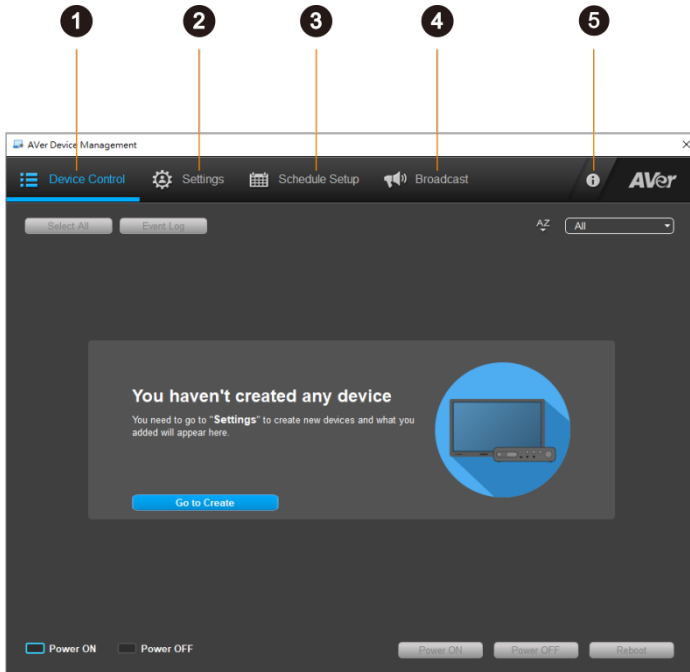


2

3. Enter and confirm your Email. Click **Enter** to continue.

[Notes] If you forget your password, the new password will be sent to the **User Email** you have entered.

AVer Device Management Interface



1. Device Control:

View and control your connected devices.

2. Settings:

- **Devices:** Add devices and create device groups.
- **User Accounts:** View system settings, manage user accounts and sync status. (IFP/Control Box only)

3. Schedule Setup:

Set up and manage schedules for **Device Control**, **Firmware Update** and **Auto Detection**.

4. Broadcast:

Set up content, devices and schedules for broadcasting text (IFP/Control Box only) or audio messages.

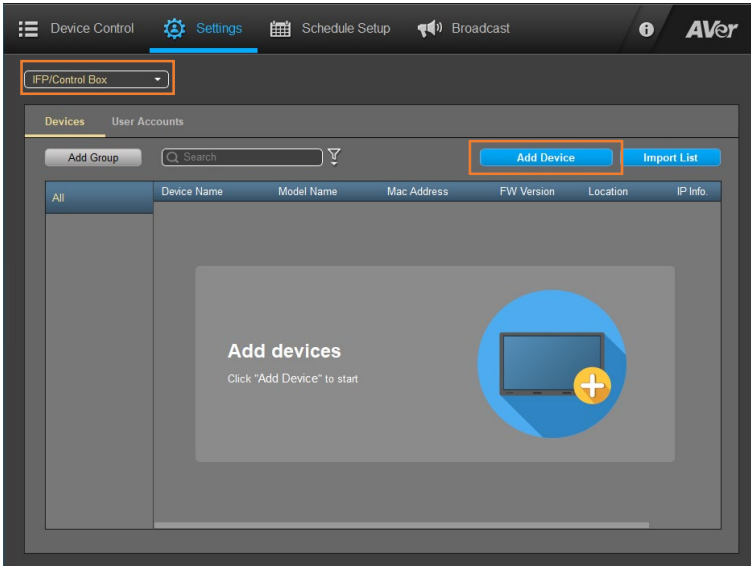
5. More Information:

Configure settings including **Email**, **Password**, **Data Management** and **Language**.

IFP/Control Box

This chapter introduces the functions for **IFP/Control Box** connection. Follow the steps below to add devices, manage devices and more. If you possess a Streaming Audio Box device, please refer to <[Streaming Audio Box](#)>.

Add IFP/Control Box to AVer Device Management




1. Go to **Settings** > select **IFP/Control Box** as your device type from the drop-down list at the upper left corner > click **Add Device**.
2. Fill in the **Add Device** dialog box.

Item	Description
Type	Select IP Address or Mac Address.
IP Address	Enter IP address manually or click Auto Search .
Device Name	Enter device name.
Location	Enter location (e.g. classroom name).
Group	Select a group. If there is no group, select None .

3. When finished, click **Save**. The added device will be displayed on the device list.

Manage IFP/Control Box and Configure Settings

In **Settings**, you can view and manage connected IFP/Control box devices.

Model Name	Mac Address	FW Version	Location	IP Info.	Edit	Remove
CB-310	42:12:4b:1c:62:b9		9F			

Item	Description
IP Info	View device information.
Edit	Edit device name, location.
Remove	Delete the device.

Add IFP/Control Box Group

Create groups for your IFP/Control Box and assign devices to the group for easy management.

1. Click **Add Group** > enter a group name > when finished, click **Save**.
2. The created group will be listed on the left side of the **Settings** screen.

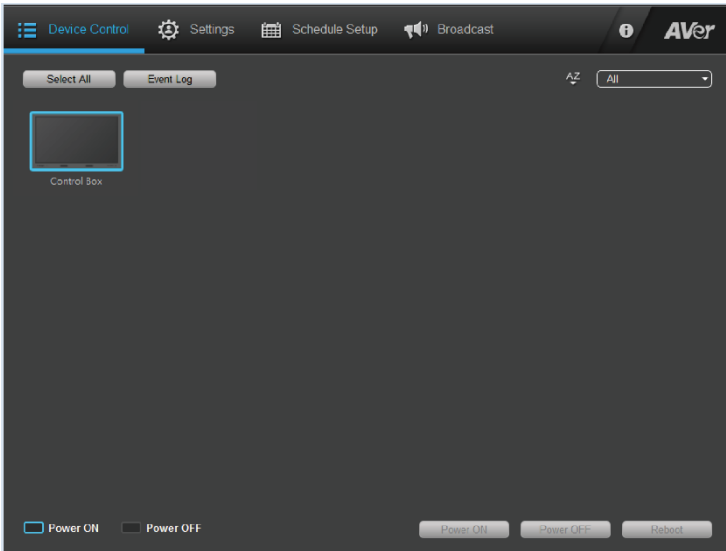
Filter Search

Use filters to sort and find added IFP/Control Box devices.

1. Click the **Filter** icon next to the searching box.
Select the filter checkbox, including **Device Name**, **Model Name**, **MAC address**, **FW Version**, **IP Info**, and **Location**.
2. When finished, click **Apply**.

Control IFP/Control Box Devices

The connected devices will be framed by blue border. You can view, manage and control all the connected IFP/Control Box devices in **Device Control**.



To control your IFP/Control Box devices:

1. Go to **Device Control** to view all the connected devices > click on devices to select, or click **Select All**.
2. Click the **AZ** icon to sort device names from A to Z, or use the drop-down list filter for quick searching.
3. The selected device will be marked with a check
4. Click **Power On**, **Power OFF** or **Reboot** to control your device.

[Notes] The Event Log only records emergency event.

IFP/Control Box Schedule Setup

Set up a specific day and time for **Device Control**, **Firmware Updates**, and **Auto Detection**.

The screenshot shows the 'Device Control Schedule' configuration page. At the top, there are radio buttons for 'Repeat' with options: 'Every Day', 'Mon', 'Tue', 'Wed', 'Thu', 'Fri', 'Sat', and 'Sun'. Below this are three checkboxes for 'On Time', 'Reboot Time', and 'Off Time', each with a time selection field (HR: MIN). Underneath, there are radio buttons for 'All', 'Group', and 'Select Device'. A 'Filter' input field and a 'Device Name' dropdown menu are present. A table lists the available devices:

<input type="checkbox"/>	Device Name	IP Address	Mac Address
<input type="checkbox"/>	Control Box	10.100.90.90	00:18:1a:0c:ba:a2

At the bottom right, there are 'Back' and 'Save' buttons.

Set up a schedule

1. Go to **Schedule Setup** > click **Add Schedule**.
2. Select from **Device Control**, **Firmware Update**, and **Detection Schedule** to set up a schedule for your device.
3. **Select repeat days:** Select the checkboxes to schedule one or more repeat days. Click **Every Day** to select all.
4. **Select control action:** Select the checkbox to **Turn On**, **Reboot** or **Turn Off**. Set the action time (HR: MIN) for the schedules.
5. **Select device:** Select single or multiple devices, a device group or choose all devices from the device list to enable device control.
6. When finished, click **Save** to save the schedule.

To disable a schedule:

1. Go to **Schedule Setup** to view all your set schedules.
2. From **Enable** drop-down list, click **Disable** to cancel the schedule.

To edit schedule setting:

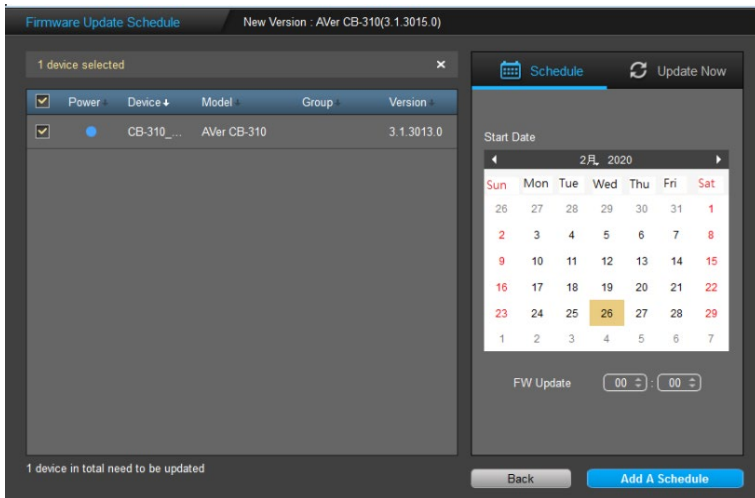
1. Go to **Schedule Setup** to view all your set schedules.
2. Hover over one schedule and click **More Options** icon to **Edit** or **Delete** the schedule.

IFP/Control Box Firmware Update

Update your connected IFP/Control Box devices firmware by setting up a schedule or update now.

To schedule a firmware update:

1. Go to **Schedule Setup > Add schedule**.
2. Select **Firmware Update**, all your devices that require firmware updates will be displayed on the list. You can use filter or enter device name in the searching box to find your device.
3. Select the device you want to update, and set the date and time for the firmware update.
4. When finished, click **Add Schedule**. The firmware update schedule will be added to the list.



To disable a firmware update schedule:

1. Go to **Schedule Setup** to view all your set schedules.
2. From **Enable** drop-down list, click **Disable** to cancel the schedule.

To edit a firmware update schedule setting:

1. Go to **Schedule Setup** to view all your set schedules.
2. Hover over one schedule and click **More Options** icon to **Edit** or **Delete** the schedule.

To view update report:

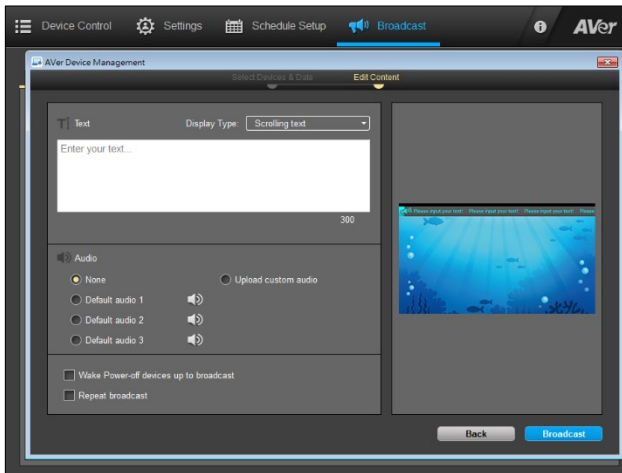
1. Go to **Schedule Setup** > select **Firmware Update** from the drop-down list.
2. Hover over the device and click **More Option** > select **Report**.
3. The report lists all device firmware update status. Click the tab pages to view different status.

IFP/Control Box Broadcast

Set up text (IFP/Control Box only) and audio messages at a specific time to broadcast on a certain IFP/Control Box device.

Add Broadcast

1. Go to **Broadcast > Add Broadcast**.
2. Select the device checkbox > select **Schedule** to set a future broadcast time, or select **Broadcast Now**.
3. When finished, click **Next**.



You can choose to broadcast a text message, an audio message or a mix of both.

- **Broadcast text message:**

1. Enter your text message (no more than 300 characters) in the text box.
2. Select a display type from the drop-down list. You will see the display preview screen on the right.
3. When finished, click **Broadcast**.

- **Broadcast audio message:**

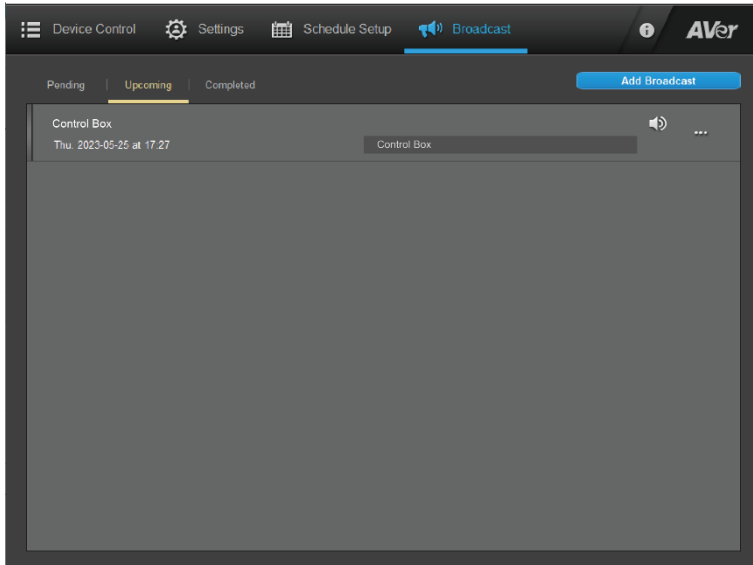
1. Select to upload a custom audio file (.mp3 and .wav files no larger than 10MB) or select one default audio.
2. When finished, click **Broadcast**.

- **Broadcast settings:**

Select the checkboxes to **Wake Power-off devices up to broadcast**, **Repeat broadcast** or both.

View Broadcast Schedules

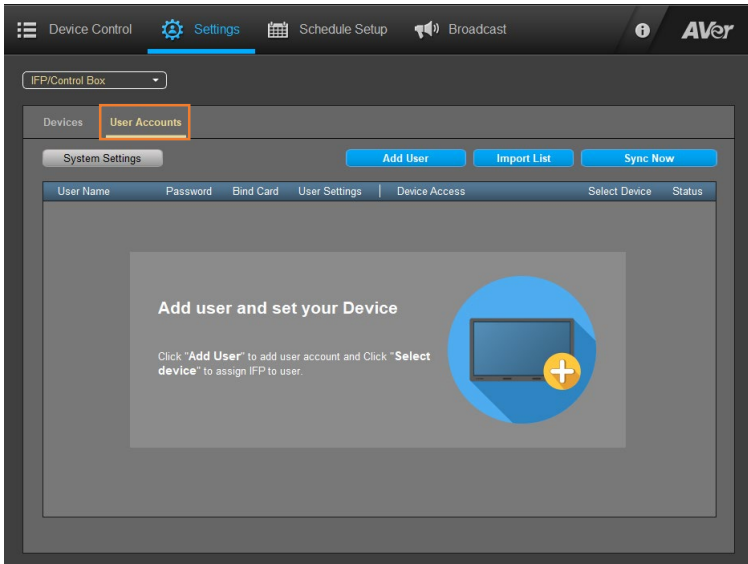
After adding broadcast schedules, you can view all the broadcasts and the status in **Broadcast**.



Status	Description
Pending	The postponed schedules.
Upcoming	The future schedules.
Completed	The completed schedules.

IFP/Control Box User Accounts

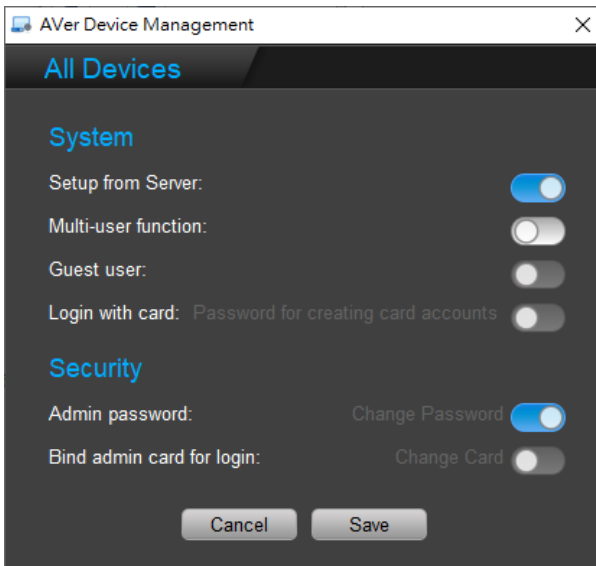
To create user accounts and sync with your IFP/Control Box devices, select **Settings > IFP/Control Box > User Accounts**.




IFP/Control Box System Settings

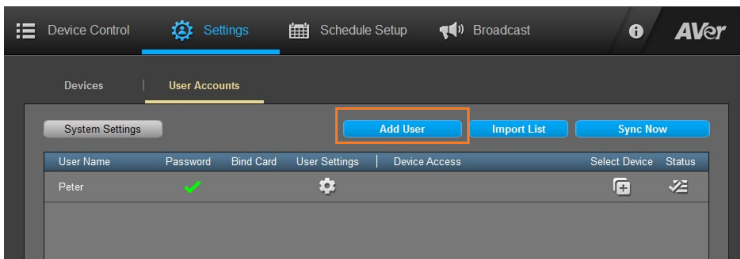
Enable remote management function to sync with IFP/Control Box devices.




1. Click **System Settings**.
2. Enable **Setup from Server** and **Multi-user function**. When enabling multi-user function, the password is required. After enabling, Admin password function is enabled, too. If user wants to change admin password, select **Change Password**.
3. Select **Save** to save the settings.



Add User

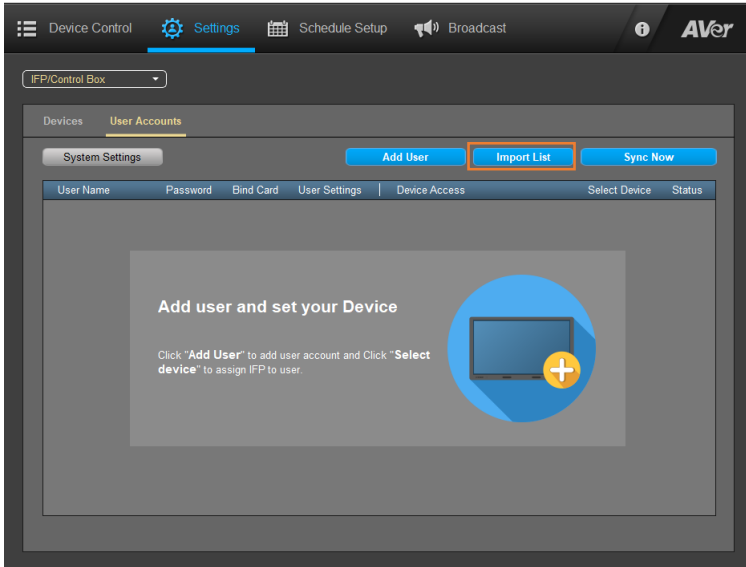
1. Click **Add User**.
2. Enter **User Name**, **Password** and **Confirm Password**. Then, select **Next**.
3. Tap the card for login if you want. If not, select “**Skip**”.
4. Select **Save** and the user account will be displayed on list page.
5. **Select Device:** Select the device for synchronization. Select  > select device > **Save**.




6. **Permissions of users:** Setup app use and install authority. Select  > **Permissions of users**.
7. Select **Sync Now** to sync with remote IFP/Control Box devices. When the synchronization succeeds, all user accounts will be displayed.
8. Select  to check sync status.
9. Select  > Edit user account, user can edit **User Name**, **Password** and **Bind Card Login** of the user account.

Import List

User can create a user accounts list and use import function to add multiple user accounts.

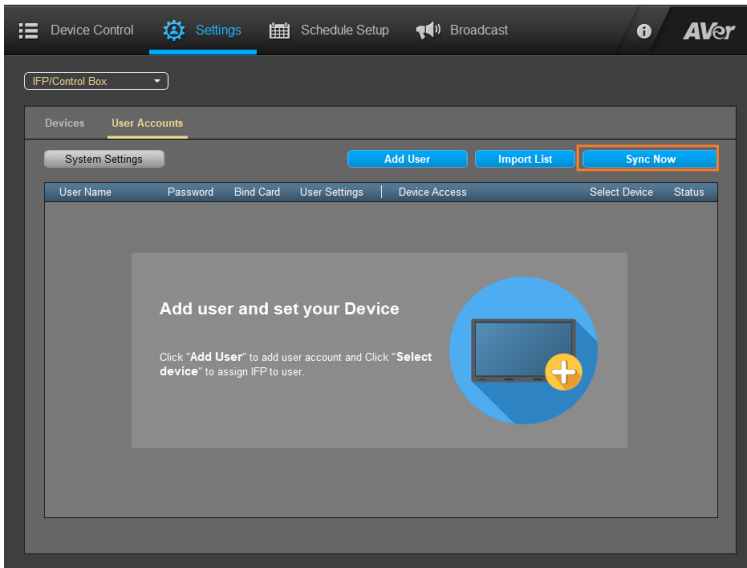


1. Select **Import List** > **Download a sample file**. The file format is *.csv.
2. Open *.csv file. Enter the user accounts and data. When finished, save the file.
3. Select **Import List** > **Import**. The user accounts will be added and displayed.
4. **Select Device**: Select the device for synchronization. Select  > select device > **Save**.

Sync Now

Select **Sync Now** to synchronize with remote devices.

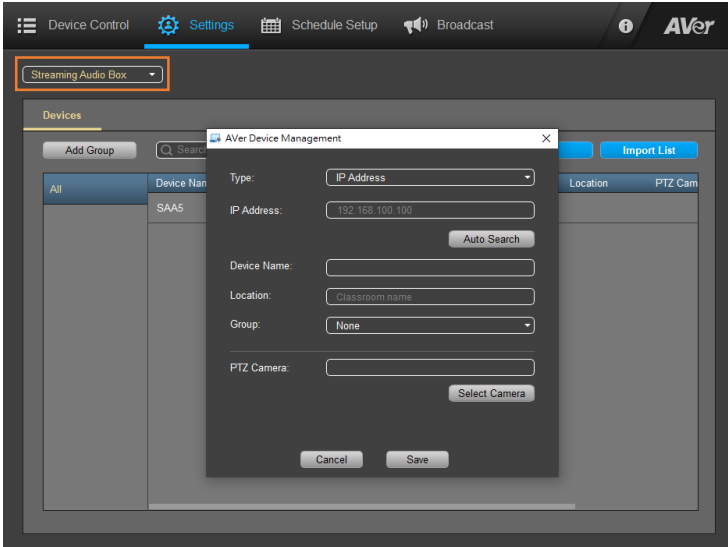
When sync process successes, all user accounts will be displayed.



Streaming Audio Box

This chapter introduces the functions for **Streaming Audio Box** connection. Follow the steps below to add devices, manage devices and more. If you possess an IFP/Control Box device, please refer to [<IFP/Control Box>](#).

Add Streaming Audio Box to AVer Device Management



1. Go to **Settings** > select **Streaming Audio Box** as your device type from the drop-down list at the upper left corner > click **Add Device**.
2. Fill in the **Add Device** dialog box.

Item	Description
Type	Select IP Address or Mac Address.
IP Address	Enter IP address manually or click Auto Search .
Device Name	Enter device name.
Location	Enter location (e.g. classroom name).
Group	Select a group. If there is no group, select None .
PTZ Camera	Select camera to use the Emergency SOS function. [Notes] To select camera, download AVer PTZ Management first to add your devices.

For more details, please refer to
<**Emergency SOS**>.

3. When finished, click **Save**. The added device will be displayed on the device list.

Emergency SOS

The Emergency SOS function is only available for the Streaming Audio Box devices and is only available in the U.S., with the model name of "SAA5_SOS". For regions that do not support this function, the model name will be displayed as "SAA5".

This function enables users to send SOS alerts when an emergency event occurs. To use this function, you have to first download **AVer PTZ Management** to connect it with AVer cameras. This allows you to check the live view of the cameras when receiving Emergency SOS alerts.

Download **AVer PTZ Management** here:

<https://www.aver.com/Downloads/search?q=PTZ%20management>

To set up AVer PTZ Management and connect with your AVer PTZ Cameras, please refer to **AVer PTZ Management User Manual**:

<https://www.aver.com/Downloads/search?q=PTZ%20management>

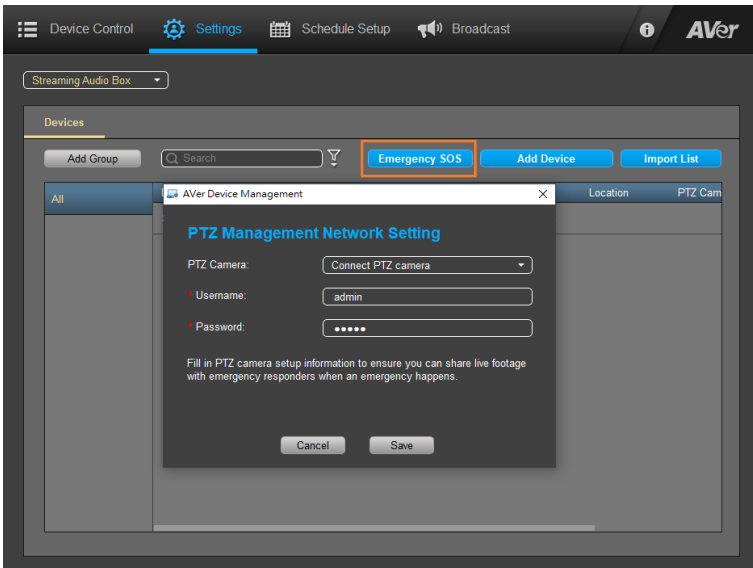
If you have already downloaded AVer PTZ Management, connected devices and added users, please follow the steps below to connect PTZ cameras with Device Management.

Connect PTZ Camera

To view the camera's live footage when receiving SOS alerts, you must connect to PTZ camera. The default **PTZ Management Network Setting** status is **Disconnect**. Follow the steps below to complete the settings.

To connect PTZ camera with Device Management:

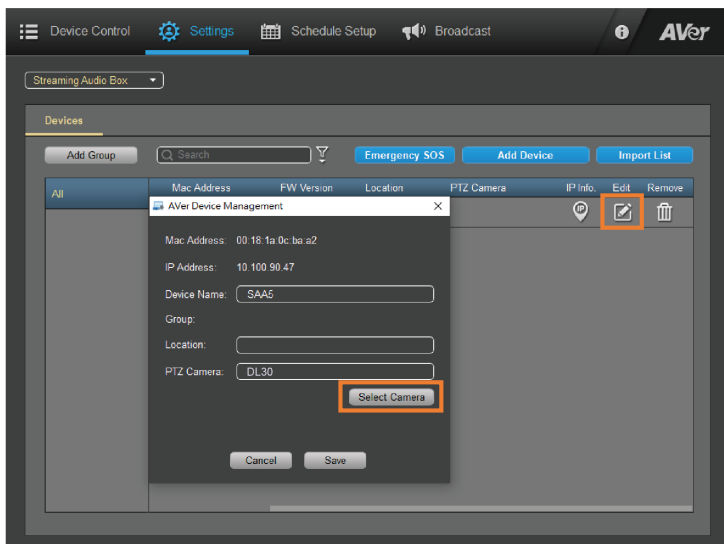
1. Go to **Settings** > click **Emergency SOS**.
2. Select **Connect PTZ camera** from the drop-down list, and enter your PTZ Management **Username** and **Password**.
3. When finished, click **Save**.



4. Click **Add Device** > fill in **Add Device** dialog boxes > click **Select Camera** in **PTZ Camera**.
5. Select the PTZ Camera checkbox to connect.
6. When finished, click **Save**.

You can also connect PTZ camera with your Streaming Audio Box device by editing connected device info:

1. Go to **Settings** > from device list, click **Edit** > **PTZ Camera** > **Select Camera**.
2. Select the device checkbox.
3. When finished, click **Save**.

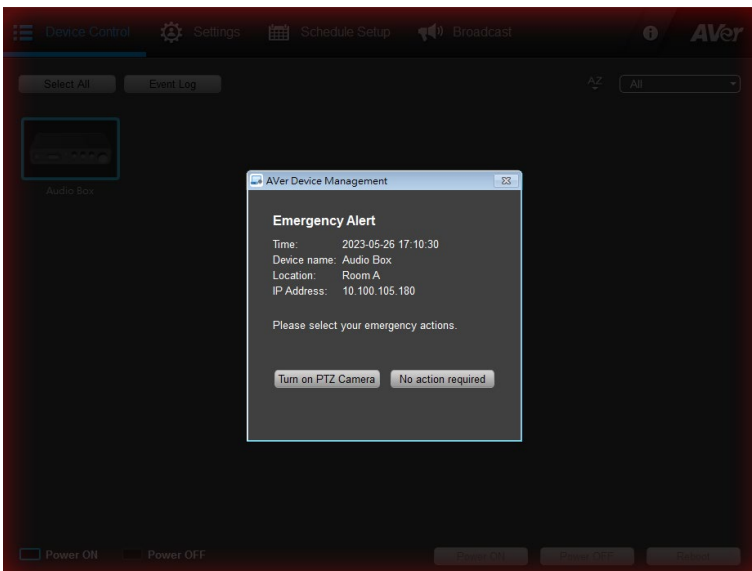


Activate Emergency SOS Alert

When an emergency occurs, the user of the wireless microphone for teachers can press and hold the SOS button on the microphone for 3 seconds to send an emergency alert to the Device Management. Meanwhile, the status LEDs of the microphone will keep flashing red until receiving a response from the Device Management.

An emergency alarm will come along with the on-screen alert notification. When receiving an emergency alert, you can:

- Click **Turn on PTZ Camera** to check the camera live view.
- Click **No action required** after confirming the situation.



Manage Streaming Audio Box and Configure Settings

In **Settings**, you can view and manage connected Streaming Audio Box devices.

Device Name	Model Name	Mac Address	FW Version	Location	PTZ Camera	IP Info.	Edit	Remove
Streaming Audio Box	SAA5	a8:1d:16:0c:35:a3	8.0.0000.06	515	DL30			

Item	Description
IP Info	View device information.
Edit	Edit device name, location, PTZ camera.
Remove	Delete the device.

Add Group

Create groups for your Streaming Audio Box and assign devices to the group for easy management.

1. Click **Add Group** > enter a group name > when finished, click **Save**.
2. The created group will be listed on the left side of the Setting screen.

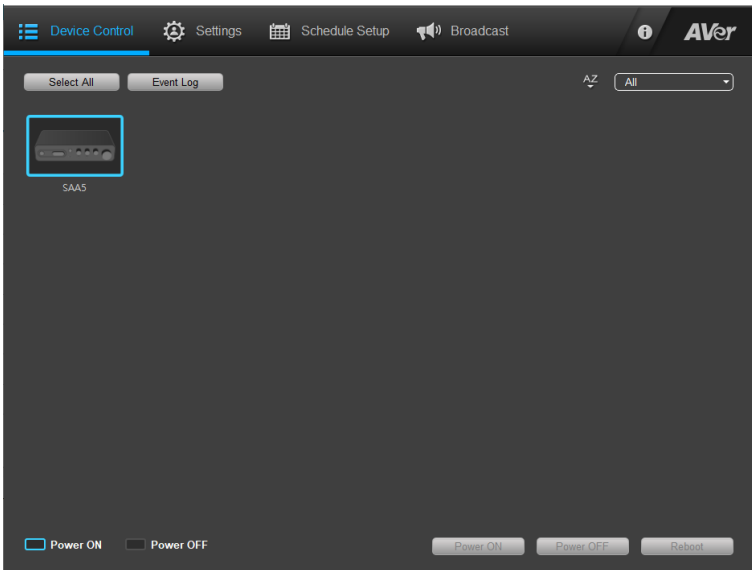
Filter Search

Use filters to sort and find added Streaming Audio Box devices.

1. Click the **Filter** icon next to the searching box.
Select the filter checkbox, including **Device Name**, **Model Name**, **MAC address**, **FW Version**, **IP Info**, **Location** and **PTZ Camera**.
2. When finished, click **Apply**.

Control Streaming Audio Box Devices

The connected devices will be framed by blue border. You can view, manage and control all the connected Streaming Audio Box devices in **Device Control**.



To control your Streaming Audio Box devices:

1. Go to **Device Control** to view all the connected devices > click on devices to select, or click **Select All**.
2. Click the **AZ** icon to sort device names from A to Z, or use the drop-down list filter for quick searching.
3. The selected device will be marked with a check
4. Click **Power On**, **Power OFF** or **Reboot** to control your device.

To view emergency event record:

Click **Event Log** to view all the recorded emergency event history. (Streaming Audio Box only)

Streaming Audio Box Schedule Setup

Set up a specific day and time for **Device Control**, **Firmware Updates**, and **Auto Detection**.

The screenshot shows the 'Device Control Schedule' configuration window. At the top, there are radio buttons for 'Repeat' with options: 'Every Day', 'Mon', 'Tue', 'Wed', 'Thu', 'Fri', 'Sat', and 'Sun'. Below this are three checkboxes for 'On Time', 'Reboot Time', and 'Off Time', each followed by 'HR' and 'MIN' dropdown menus. Underneath are radio buttons for 'All', 'Group', and 'Select Device'. A 'Filter' input field and a 'Device Name' dropdown menu are also present. A table lists devices with columns for 'Device Name', 'IP Address', and 'Mac Address'. The table contains one entry: 'SAA5' with IP '10.100.90.90' and Mac '00:18:1a:0c:ba:a2'. At the bottom right are 'Back' and 'Save' buttons.

Device Name	IP Address	Mac Address
SAA5	10.100.90.90	00:18:1a:0c:ba:a2

Set up a schedule:

1. Go to **Schedule Setup** > click **Add Schedule**.
2. Select from **Device Control**, **Firmware Update**, and **Detection Schedule** to set up a schedule for your device.
3. **Select repeat days:** Select the checkboxes to schedule one or more repeat days. Click **Every Day** to select all.
4. **Select control action:** Select the checkbox to **Turn On**, **Reboot** or **Turn Off**. Set the action time (HR: MIN) for the schedules.
5. **Select device:** Select single or multiple devices, a device group or choose all devices from the device list to enable device control.
6. When finished, click **Save** to save the schedule.

To disable a schedule:

1. Go to **Schedule Setup** to view all your set schedules.
2. From **Enable** drop-down list, click **Disable** to cancel the schedule.

To edit schedule setting:

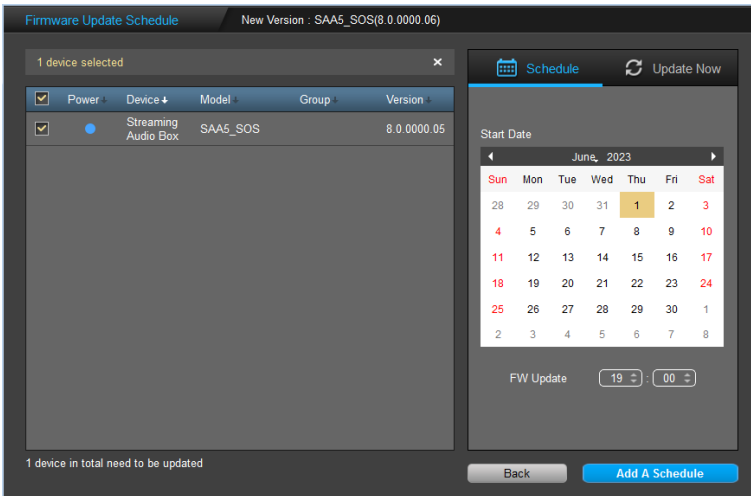
1. Go to **Schedule Setup** to view all your set schedules.
2. Hover over one schedule and click **More Options** icon to **Edit** or **Delete** the schedule.

Streaming Audio Box Firmware Update

Update your connected Streaming Audio Box firmware by setting up a schedule or update now.

To schedule a firmware update:

1. Go to **Schedule Setup > Add schedule**.
2. Select **Firmware Update**, all your devices that require firmware updates will be displayed on the list. You can use filter or enter device name in the searching box to find your device.
3. Select the device you want to update, and set the date and time for the firmware update.
4. When finished, click **Add Schedule**. The firmware update schedule will be added to the list.



To disable a firmware update schedule:

1. Go to **Schedule Setup** to view all your set schedules.
2. From **Enable** drop-down list, click **Disable** to cancel the schedule.

To edit a firmware update schedule setting:

1. Go to **Schedule Setup** to view all your set schedules.
2. Hover over one schedule and click **More Options** icon to **Edit** or **Delete** the schedule.

To view update report:

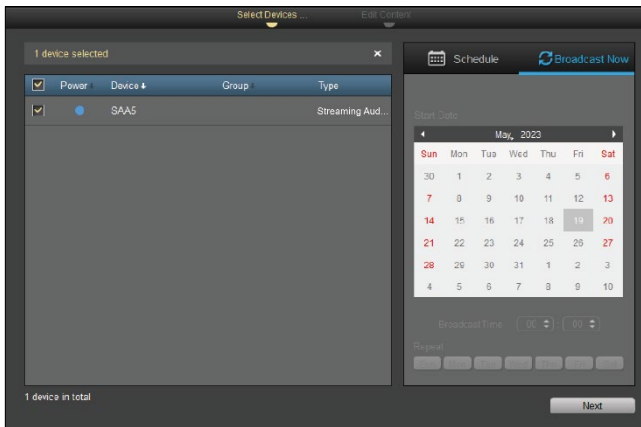
1. Go to **Schedule Setup** > select **Firmware Update** from the drop-down list.
2. Hover over the device and click **More Option** > select **Report**.
3. The report lists all device firmware update status. Click the tab pages to view different status.

Streaming Audio Box Broadcast

Set audio messages at a specific time to broadcast on a certain Streaming Audio Box device.

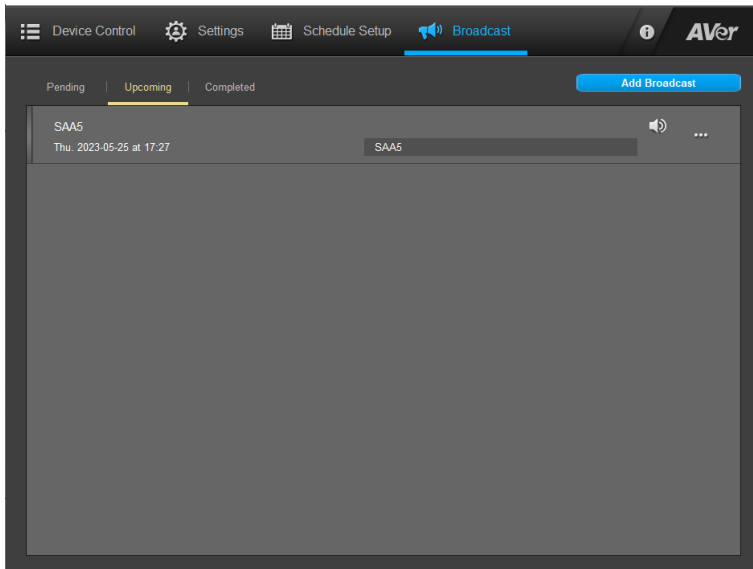
Add Broadcast

1. Go to **Broadcast > Add Broadcast**.
2. Select the device checkbox > select **Schedule** to set a future broadcast time, or select **Broadcast Now**.
3. When finished, click **Next**.
4. Select to upload a custom audio file (.mp3 and .wav files no larger than 10MB) or select one default audio.
5. Decide whether to wake power-off device up to broadcast and repeat broadcast.
6. When finished, click **Broadcast**.




View Broadcast Schedules

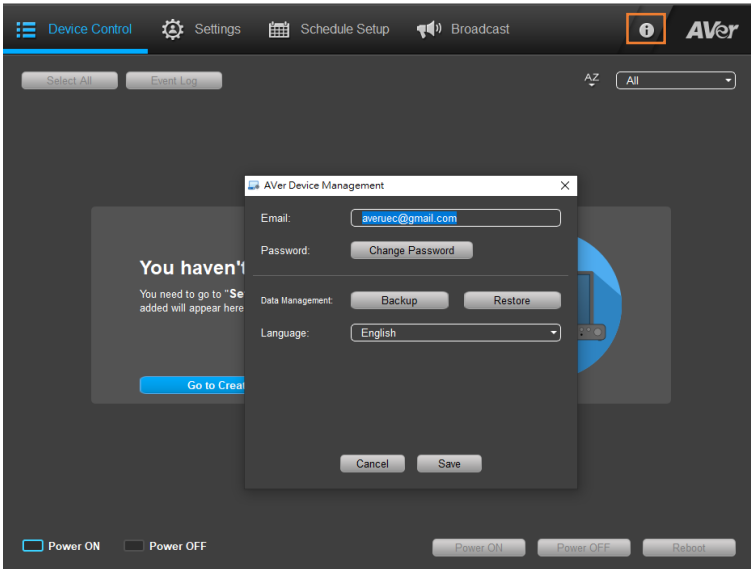
After adding broadcast schedules, you can view all the broadcasts and the status in **Broadcast** page.



Status	Description
Pending	The postponed schedules.
Upcoming	The future schedules.
Completed	The completed schedules.

More Information

To configure more settings, including changing the email and password, backing up or restoring data, and changing system languages, click  icon.



Item	Description
Change Email	Enter new email address. When finished, click Save .
Change Password	Click Change Password , and enter the new password twice to confirm. When finished, click Save .
Data Management	Click Backup to back up data. Click Restore to restore all the settings and connections.
Change System Language	Use the drop-down list to select different system languages.