## Contents

INTRODUCTION .................................................................................................................. 2

IDentifyED – Configure Alerts to the Identified System ............... 3

IDentifyED – Configuring Alerts & Responder Groups ............... 7

IDentifyED – Incident Management System ................................. 8

IDentifyED – Testing the Alerts ......................................................... 9
INTRODUCTION

The HALO Smart Sensor can be integrated into Identified to create a complete vape detection and response system. Users in transit are accounted for by the IDentifyED Hall Pass Management System. HALO alerts are directed to the IDentifyED Incident response system and specific responders are alerted to a specific location for enforcement and tracking with the IDentifyED Incident Management System.
IDentifyED – Configure Alerts to the Identified System

Step 1: Create a device in the Device configuration area of your IDentifyED environment.

1. User role permissions will need to allow device configuration in the user role or this functionality will be available to the user.
   - Go to settings menu, then user role setting, select the role that you wish to configure.
   - Once in the role turn the “Device Dashboard to on”.

2. Now that you are able to view the Device Dashboard in the menu, select it and select the button “Add New Device” on the right-hand side.

3. Once in the device add screen fill in the form. This will need to be done for each device you want to alert on. If you do not configure this for every device and every location. An alert may go through however the organization will not be able to determine the specific device or the specific location of the device.
   (IF NO LOCATIONS HAVE BEEN CREATED IN THE IDentifyED System, PLEASE READ STEP 6 BEFORE PROCEEDING)
4. Once the device has been created go back into the device view screen at the bottom of the screen the system will provide you with the string. Copy the string from your browser and paste it into the IPVideo HALO Smart Sensor, see step 5.

http://<YOUR-ORGANIZATIONS-UNIQUE-Kornukopia-SUBDomain>.kornukopia.com/haloresponse?name=%NAME%&ip=%IP%&mac=%MAC%&eid=%EID%&source=%SOURCE%&thr=%THR%&val=%VAL%&date=%DATE%&time=%TIME%&alert=true

Copy this line (CTRL-V) It is the HTTP External Message Field in the Halo Vape Notification Screen then paste it in the next step
5. Log into the HALO Smart Sensor that you are configuring and insert this string:
This String will need to be inserted in the Notification -> External Messaging area (page down) and “SAVED” so that the HALO Smart Sensor knows where to send the alert.

![Image of HALO Smart Sensor configuration](image)

6. If a location does not already exist in IDentifyED (which it may not), you will need to create a location and then add it to the device. A location is important because it directs a responder to the proper location of the vape detector in the facility. A vape detector that is not in a “specific place” may be its own location. For example: a vape detector that is in a hallway or outside an exit door. In which case it’s important to describe the location of that vape detector and give it its own location. (SPECIAL NOTE: If no locations have been created it will be best to create the location prior to step 3).

   a. User role permissions will need to allow device configuration in the user role or this functionality will be available to the user.
   b. Go to settings menu, then user role setting, select the role that you wish to configure.

![Image of IDentifyED settings](image)

   c. Once in the role turn the “IDentifyED - Manage Location Admin (HTML)”.

![Image of IDentifyED location management](image)
d. Now that you are able to view the Location Dashboard in the menu, select it and select the button “Add New LOCATION” on the right-hand side.

![Location Dashboard]

If you think a location/s might already exist, check here.
To Create a location select this link.

e. Fill in the form for the location with as much detail as you can. These locations are used during an “emergency response” situation so detail is important.
IDentifyED – Configuring Alerts & Responder Groups

Once an alert (or in the IDentifyED App a help request) comes into the incident response system depending upon the help request type and configuration the incident is routed to a specific group or group of users.

1. A default help request called HALO Alert should be in the main menu: Settings -> Right Menu IDentifyED (expand menu choice) Select “Custom Help Icon”.

2. Select “Edit” or search for the HALO Vape Icon (it will have a Halo Picture and the Title will be “HALO Vape Alert”.

3. In the custom configuration you will only be able to configure one setting: “Responders”

4. By default, “all Responders will be selected”.

5. If the organization wants only specific users to respond you can select them here or you can select a specific group. A group can be created for specific users who would be the specific responder group. Users of course need to be created in the system to be able to respond to issues. (This is covered in the general administers demos and guides not covered here).

6. In order to have a group of responders, you will need to have or create a group in the group settings area and then ensure that the group has the “responder” designation with the proper members in the group. (this is a part of the general administrators demos and guides not covered here).
IDentifyED – Incident Management System

IDentifyED has an extremely sophisticated and complete incident management system. This allows an organization to document all types of incidents:

- Discipline
- Injury
- Law Enforcement Referral
- Auto Accident
- Lost, stolen or damaged property.
- Threat Assessment
- Clery Act Reporting
- Citations

The “Incident Response System” is the module that handles the initial response to a request for help or an alert. The Incident Management system is what documents all incidents and creates the associated tracking and reporting.

Organizations have the ability to document any incident response and track that incident into the incident management system. A HALO Alert will create an incident response, if from the incident response there is cause to document any discipline, law enforcement referral, lost, stolen or damaged property or even threat assessment or Clery Act documentation the organization has the ability to document that incident accordingly. This is an integration document and does not include nor is there any need to do any integration with the incident management system, integration is by the nature of the #1 Complete Campus Safety and Security system inherent to IDentifyED.
IDentifyED – Testing the Alerts

Once a vape detector is installed, it would be considered reasonable to test and verify that the vape detector is configured properly along with the IDentifyED system. This can be done with the following steps

1. Log into the HALO Smart Sensor you are testing and verify settings.
2. Go the “Actions” menu selection.

3. Make certain that the “Messaging Set” boxes are all checked and save.
4. Click on any one of the “test” buttons on the Actions column.
5. Tests can be sent out from the HALO every 10 seconds.
6. Once the test is sent, check the IDentifyed Incident Response Dashboard

7. You should see the Alert you just sent in the Username should be the same as the Device Name.
8. The Type should be the same as the type of alert you sent.
9. Now click on the view link on the right side of the table.
10. This should show the entire Alert (what the responders will see).
11. Verify that the information is correct, and that the LOCATION is corresponding with the device’s location (just make certain you configured it properly).