



Note: Surveying your WiFi strength using step 6 - 6b is strongly recommended before permanently installing units. The WiFi signal represented by a device other than the dispenser is not a good indicator of signal integrity.

Setup Instructions

66ALTOPVERSAGRY, 66ALPATVERSARGRY, 66ALSdispVERSAGRY

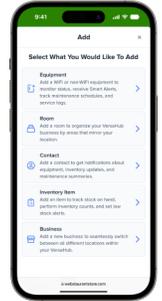
Access

STEP 1
Scan the QR code inside the dispenser with your mobile device.



STEP 2
On the "Dispenser setup" screen, select **"Continue to Dashboard"** (you may need to log in).

STEP 3
Open the VersaHub menu by clicking the hamburger button (three horizontal lines) on the top right on the screen. **Select "Add"**.



STEP 4
On the next screen you will see multiple options -- select **"Equipment."** Select what dispenser you are adding - Smart paper towel dispenser, Smart toilet paper dispenser, or Smart soap dispenser.

Register & Sync

STEP 5
Enter the 8-digit serial number and the DUID on the next screen. For reference, these can be found on the sticker inside the dispenser. Click "Continue" when done. Follow the written instructions on the corresponding screens until you get to a screen labeled **"Connect your unit to WiFi."**

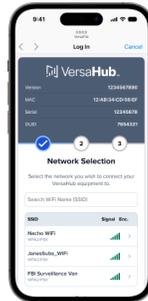


Connect 2.4ghz compatible only

STEP 6
Using your phone, follow the written instructions on the **"Connect your unit to WiFi"** screen which involves connecting your phone to the dispensers wifi hotspot and configuring it to connect to your buildings WiFi. When done, go back to the VersaHub setup.

6a. During connection process you'll be asked to select your WiFi network. Ensure the unit is in its intended install location, and ensure the wifi network you select for connection has 4+ signal bars for reliable operation.

6b. Continue to follow on screen prompts and the dispenser will connect to WiFi. If successful you will hear 4 short beeps.



STEP 7
Return to the VersaHub setup screen after your phone is reconnected to the internet and proceed through the onscreen instructions. You'll be asked if you heard 4 short beeps as confirmation of connection. **Check the box "I heard 4 short beeps" and click "Continue."**



Your dispenser will now be online. **Select "Continue."**

Customize

STEP 8
After device connection is complete an "Equipment details" screen will now show. You may use this screen to **change the unit name and room location** of the dispenser you just connected. **When done, click "Continue."** You may now view the dashboard or continue to add more units.



Complete

STEP 9
You can now **mount the dispenser** in this location to finalize setup.

