

How to create a lockdown hot command for doors - Millenium Xtra

Many Millenium Xtra users want to be able to lock down all of their doors, or groups of doors through a “hot command”. A “hot command” is a command that is can be triggered quickly in order for an action to occur immediately. Follow these steps to create a hot command specifically for doors; Essentially we will first create a group for several doors and then assign that group of doors to a lockdown hot command.

- 1) Scroll to “Event Monitoring” in the top right hand side of the screen.



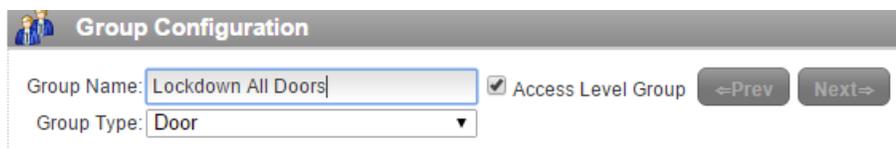
- 2) Then click on “Groups” to the left of the screen.



- 3) At the bottom of the “Groups” screen, click new to create a new group.



- 4) Create a group name such as the one pictured below, and select “Door” as the group type; Make sure Access Level Group is checked

A screenshot of the "Group Configuration" form. The form has a title bar with a person icon and the text "Group Configuration". Below the title bar, there are two input fields: "Group Name:" with the text "Lockdown All Doors" and "Group Type:" with a dropdown menu showing "Door". To the right of the "Group Name" field is a checked checkbox labeled "Access Level Group". To the right of the "Access Level Group" checkbox are two buttons: "<Prev" and "Next>".

Group Configuration

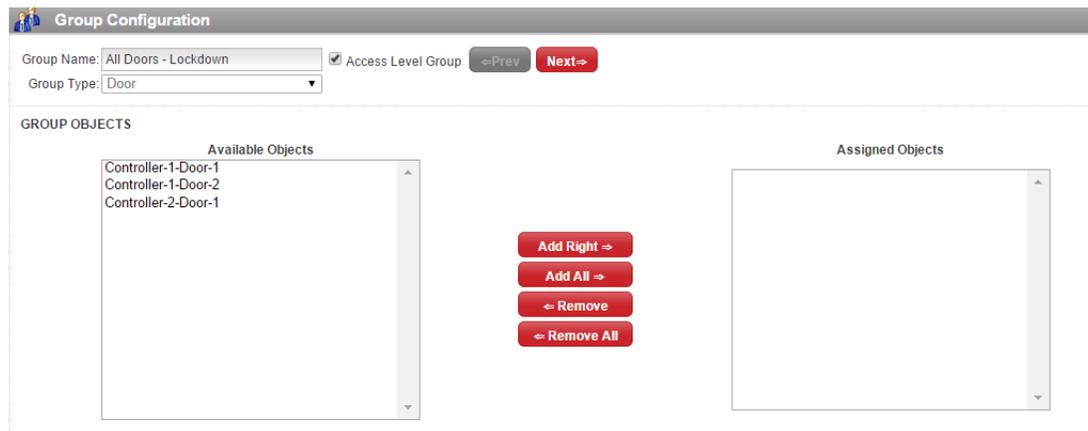
Group Name: Lockdown All Doors Access Level Group <Prev Next>

Group Type: Door

5) Then click “Save” to save the group configuration for later



6) Now that the door group has been created, one must select the doors/objects that are to be grouped for the lockdown command. The “Available Objects” are the doors in the group to be selected; Select the doors that one requires to lockdown. All may be added at once or one may be picked out at a time.



Group Configuration

Group Name: All Doors - Lockdown Access Level Group <Prev Next>

Group Type: Door

GROUP OBJECTS

Available Objects

- Controller-1-Door-1
- Controller-1-Door-2
- Controller-2-Door-1

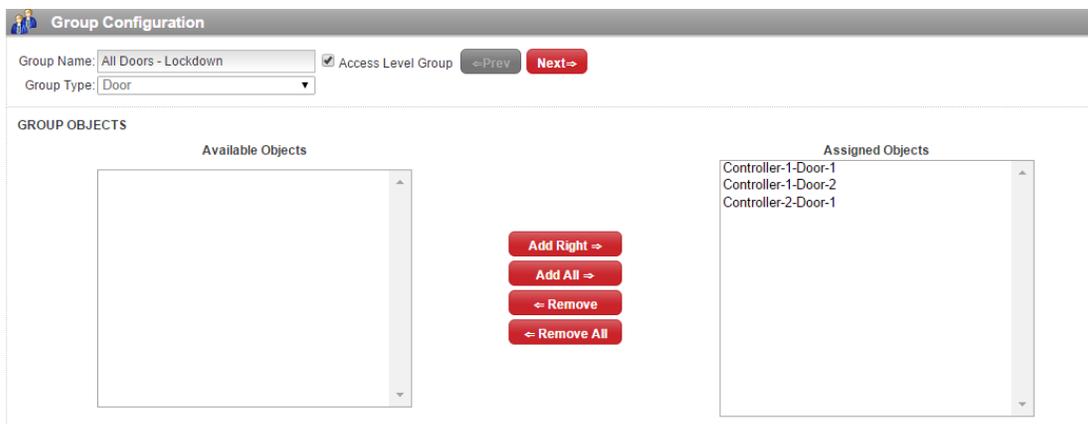
Assigned Objects

Add Right →

Add All →

← Remove

← Remove All



Group Configuration

Group Name: All Doors - Lockdown Access Level Group <Prev Next>

Group Type: Door

GROUP OBJECTS

Available Objects

Assigned Objects

- Controller-1-Door-1
- Controller-1-Door-2
- Controller-2-Door-1

Add Right →

Add All →

← Remove

← Remove All

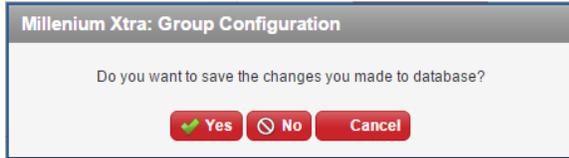
7) Click save to create the group



8) Now scroll to the right of groups and select “Hot Commands Configuration”



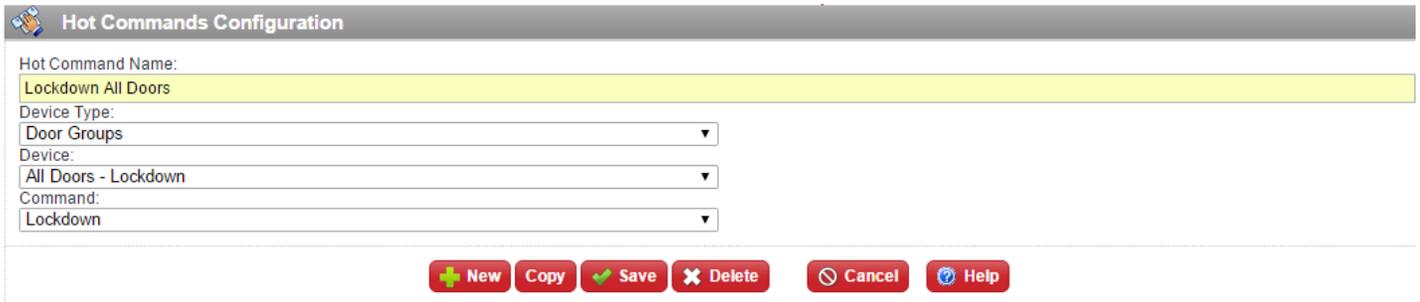
9) Xtra will ask the user if the changes should be saved & then downloaded, click yes to both



10)Click New to create a new hot command



10)Create a Hot Command Name, Select Door Groups, Select the “Device” which is actually the group of doors that one had created earlier in the “groups” section; And select Lockdown as the command.



11)Click save to save the hot command



13) Now if one were to scroll to the top left of the screen and see this



Click on the icon surrounded with the red box



14) One should now see the hot commands dialogue with the newly created hot command listed



15) Click send to send the Lockdown hot command to all of the doors selected in the device group.



The Hot command has been created successfully

