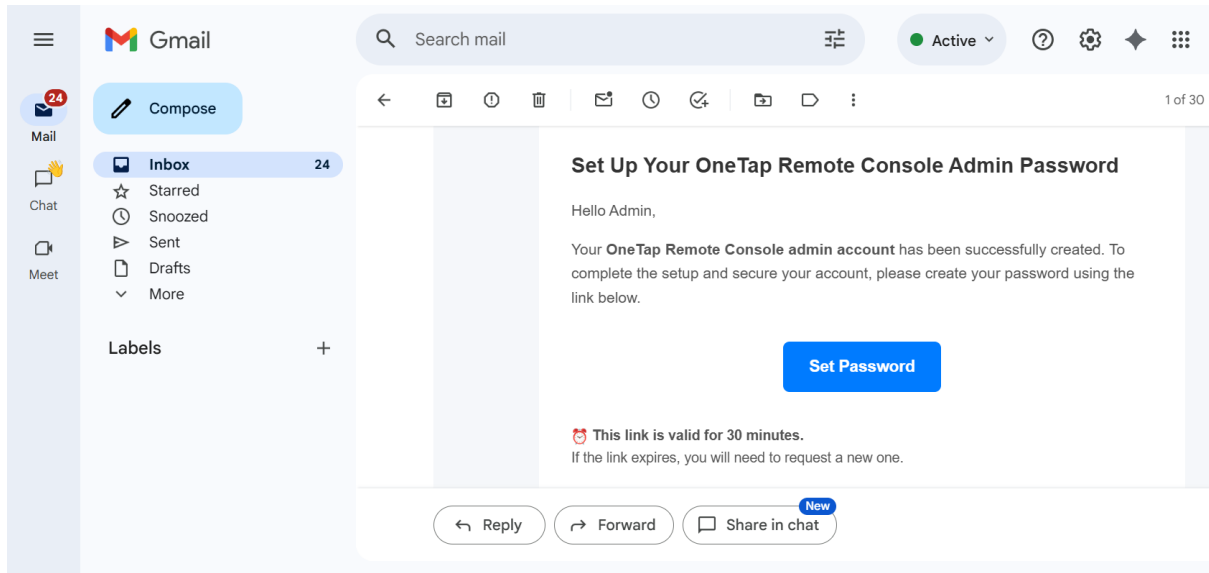


Console User Guide

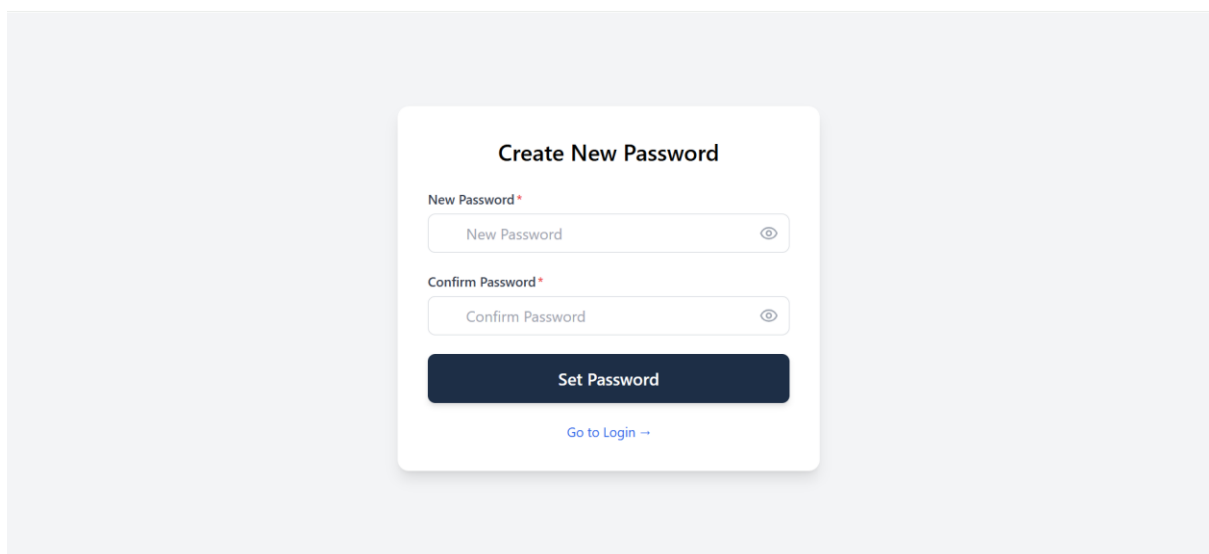
1. Set Your Password

- Once you receive the email, click on the **Set Password** button.
- You will be redirected to the password setup page.
- Enter your password and click **Submit**.



Password requirements:

- Minimum **8 characters**
- At least **one uppercase letter**
- At least **one lowercase letter**
- At least **one number**
- At least **one special character**



2. Login

- After successfully setting the password, you will be redirected to the **Login page**.
- Enter your credentials to sign in.

OneTap

Welcome to
**OneTap
Central
Console**

Manage your organisation's
OneTap devices, rooms and
calendar integrations from
one powerful platform.

Organisation level Service
Account Setup for calendar
integration

Sign in to TIFOH Central Console

Manage your organisations devices, rooms and calendar
integrations from one powerful platform

EMAIL

info@annulartechnologies2025.com

PASSWORD

Enter your password

☐ Show Password

Sign In

3. Home Page

- After signing in, you will land on the **Home Page** of the console.

OneTap

Central Cloud

Dashboard

Rooms

Sync

Logout

Total Devices
1

Total Locations
3

Active Devices
1

My Devices

+ Add Device

Monitor and manage all TIFOH devices

	8593 one-tap	
Status	● Active	
Location	Unassigned	
Firmware	v.21	
Last Seen	4/2/2026	
Serial Number	8593	

4. Sync Tab

- Navigate to the **Sync** tab.
- Click on the **Select Rooms** button.
- A popup will appear where you can select the rooms whose calendars should be synced and displayed.
- Events for the selected rooms will be shown in this section.

The screenshot shows the OneTap Central Cloud interface. On the left is a dark sidebar with the OneTap logo, 'Central Cloud', and navigation links for Dashboard, Rooms, and a prominent Sync button. At the top of the main area are four summary cards: 'Selected Rooms' (3), 'Filtered Events' (24), 'Active Meetings' (0), and 'Rooms with Events' (1). Below these is a calendar for February 2026. A green 'Select Rooms' button is in the top right of the calendar area. The calendar grid shows events for various dates, with the event on February 12th highlighted by a red border.

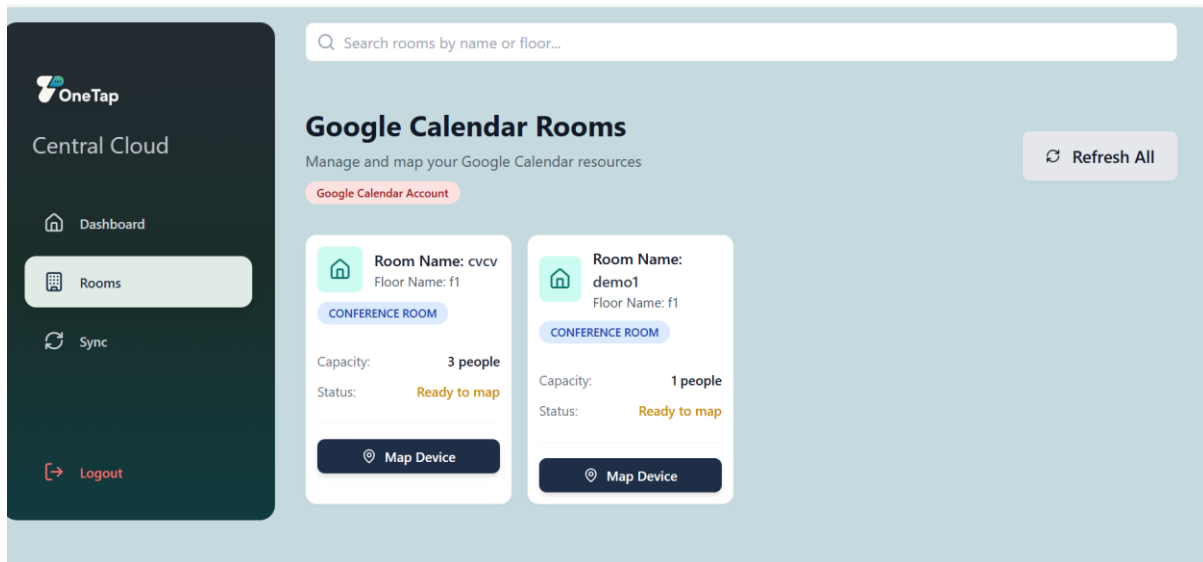
This is a screenshot of the 'Select Rooms to Display' popup. It has a title bar with a globe icon and a close button. Below the title is the instruction 'Select which room events to display in the calendar'. There is a search bar labeled 'Search rooms by name or email...' and two buttons: 'Select All' and 'Deselect All'. A status bar indicates '2 of 3 rooms selected'. The main area lists three rooms, each with a checkbox, the room name, a Google logo, and an email address:

- ☒ **cvcv** Google c_1889nac1usv72gm9j4gpbljmu...
- ☒ **demo1** Google c_1885eappmlft2i3sla80c085311...
- ☐ **demo2** Google c_188d1vsj98ecmi0sg521k1l49k...

At the bottom are 'Cancel' and 'Apply Selection (2)' buttons.

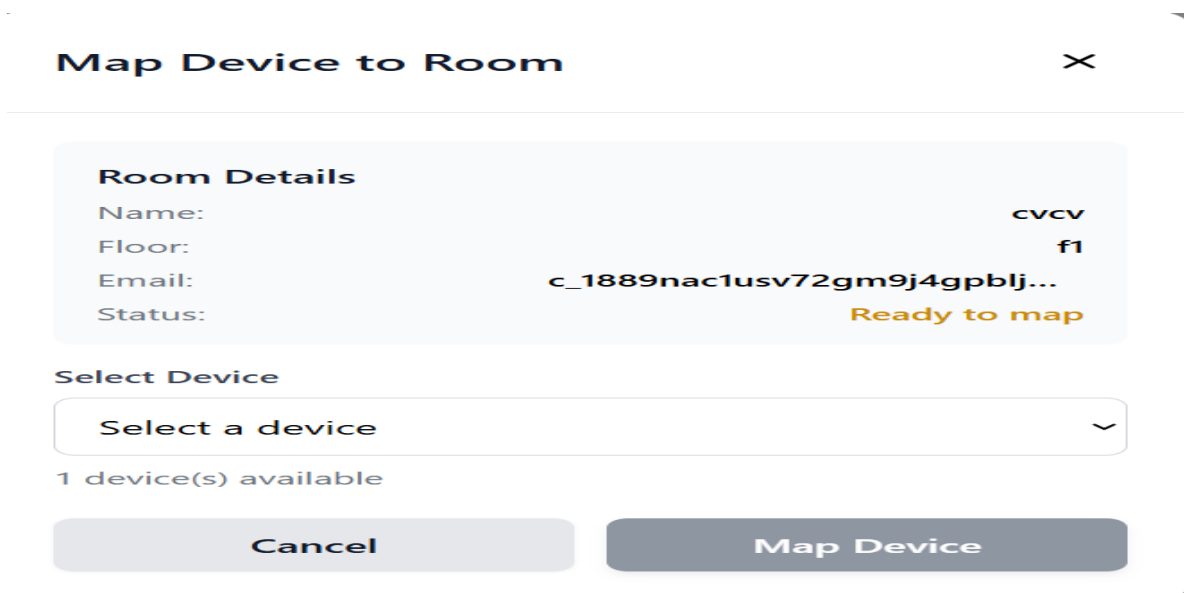
5. Room Tab

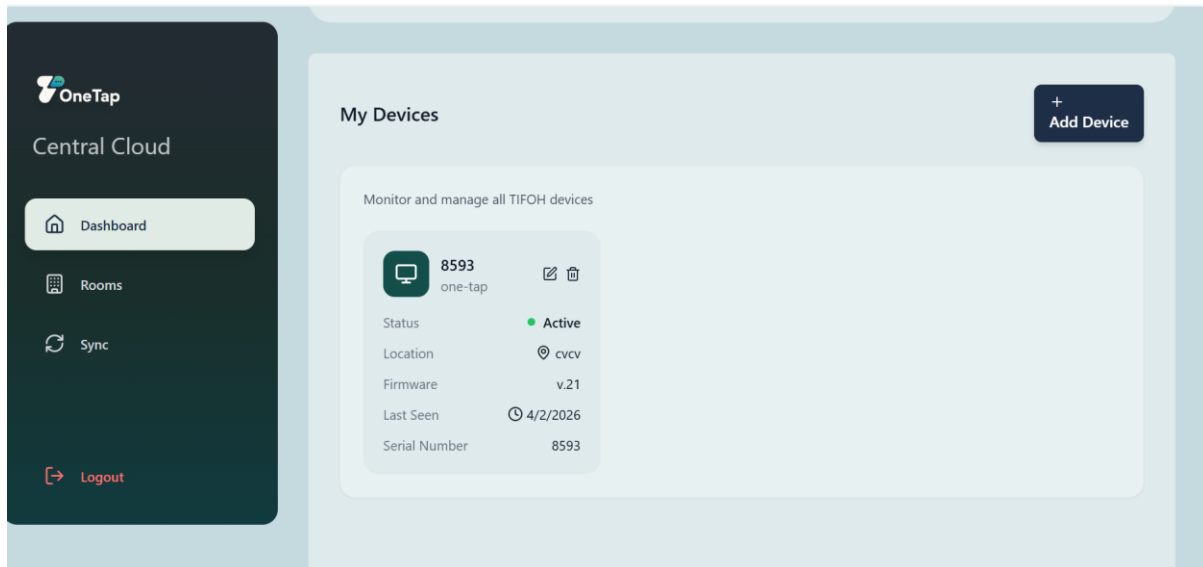
- The rooms selected in the **Sync** tab will be displayed here.
- To assign a device to a room, click the **Map Device** button.



6. Map a Device

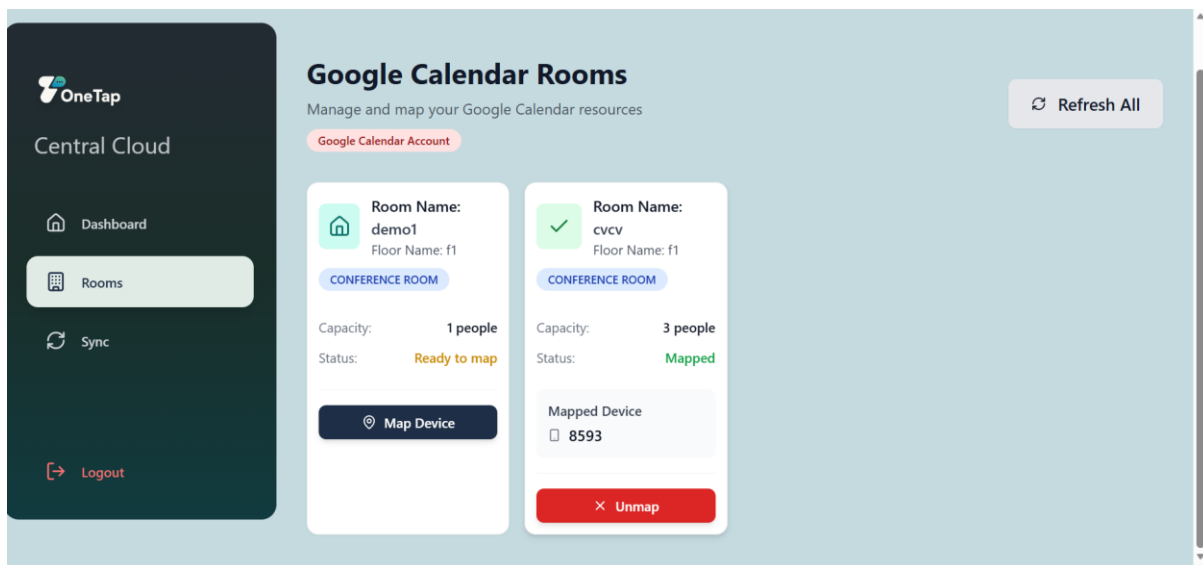
- From the **Select a Device** dropdown, choose the required device.
- Click the **Map Device** button.
- Once mapped:
 - The device will be updated with the room name.
 - Event syncing to the device will start automatically.





7. Unmap a Device

- You can unmap a device from a room at any time.
- Once unmapped:
 - The device status will change to **Unassigned**.
 - Event syncing to the device will stop.



8. Add a Device

- Click on **Add Device** to register a new device.
- Enter the device **Serial Number**.
- Provide the device's **unique 4-digit ID** and submit.

