

**YOUR DATA, ANYWHERE, ANYTIME.**



**LogTag<sup>®</sup>**

**LogTag Online**  
Introduction to LogTag Online (LTO)

# What is LogTag Online?

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LogTag Online (LTO) is a Cloud-based online environmental management system providing alarm notifications, compliance, record storage and reporting functions.

LTO allows its users to download data from LogTag dataloggers, view the data in the cloud, and allows the sharing and securing of the data using a permissions system.

## LTO Terminology:

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### User Type(s)

Features in LogTag Online can be toggled depending on your Team Profile.

This helps hide features and options that won't apply to your team to avoid potential confusion. There are three different type of user(s)

- General Users
- VFC Users: Vaccine For Children Users
- Transit Users: Users in the cool chain logistics arena

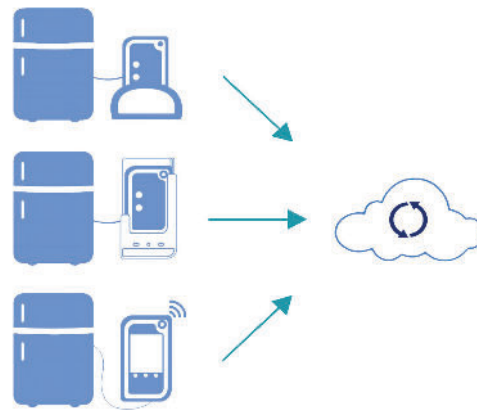
## Location

The position of an individual datalogger or external sensor and are registered to an account in LTO.

- A logger must be attached to a location  
**Note:** (Only one logger can be attached to a location at any given time.)

In the illustration to the right, there is one external sensor in each of the three fridges. Each sensor is an individual location, so in this example there are THREE locations, even though all three fridges may be in the same clinic or cold store.

If necessary, a logger can be detached from a



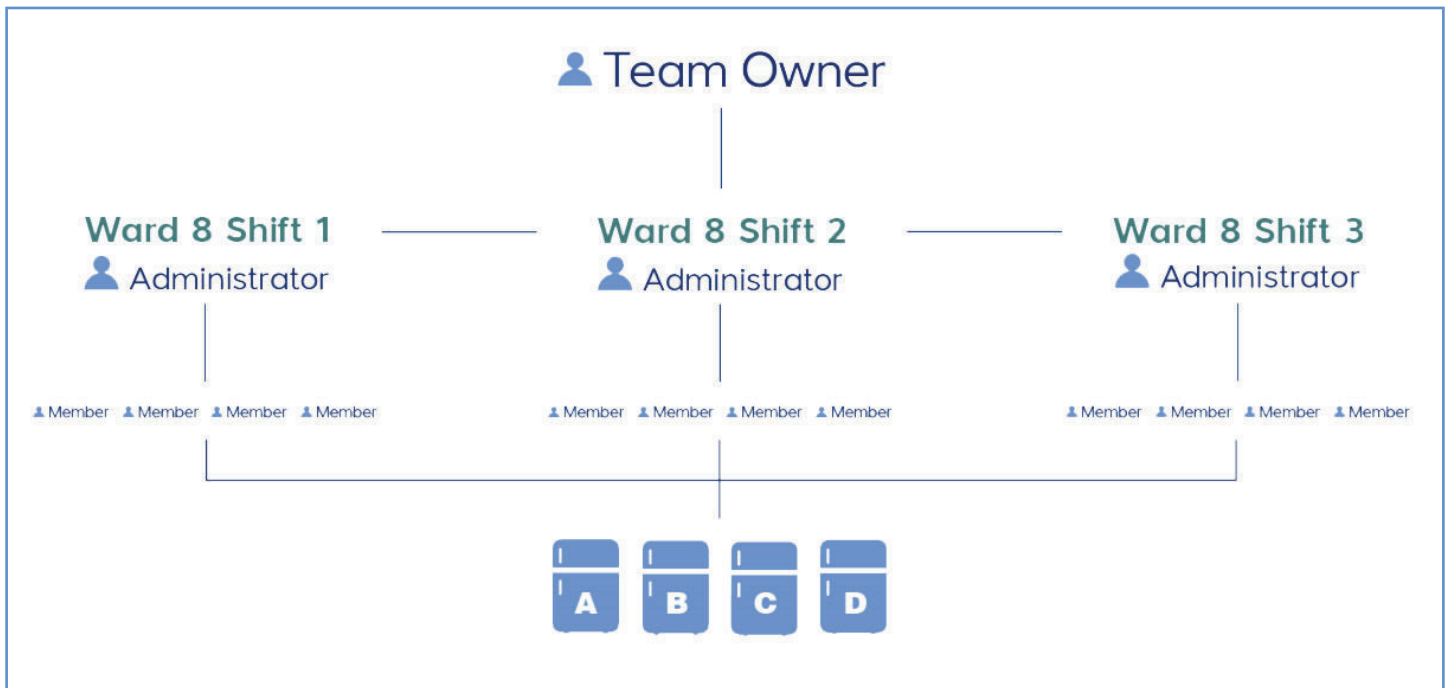
location, and a different logger can be attached to the location in its place to allow continuous monitoring – for example when a logger is sent for annual servicing and calibration.

## Team

- A Team consists of one or more people who have online access to the data collected from a location or group of locations.
- Each Team is headed by a Team Owner and can only have one Owner in each Team.
- The Team Owner controls the roles and permissions of the other Team members (where a Team consists of more than one person).

### Structure and Responsibilities:

- **Team Owner:** Has full access to data and control of the Team.
- **Administrator:** Can perform all member functions.  
Can create and remove locations.  
Can invite other Team members up to Administrator level.  
There can be more than one Administrator in a Team.
- **Member:** Can view data, acknowledge alarms and generate reports.  
Cannot create or remove locations.  
There can be any number of Members in a Team.

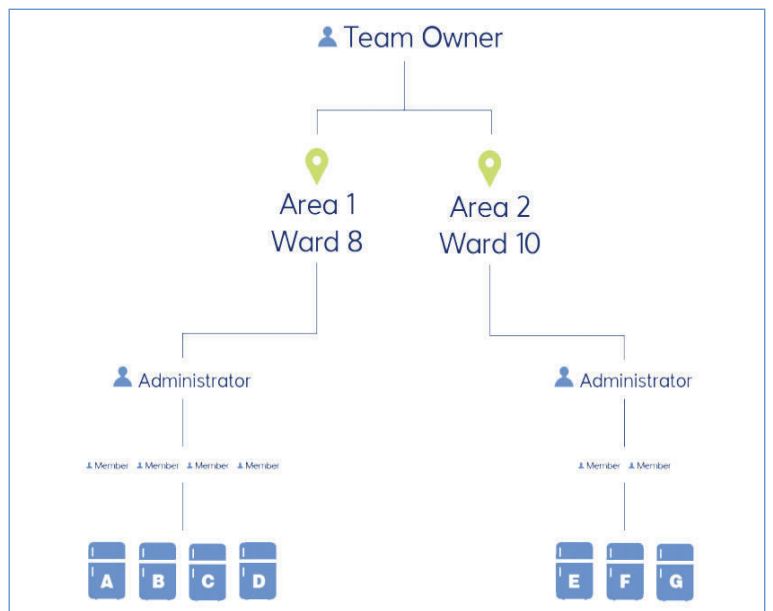


## Area

- An Area can be created within a Team to allow grouping of locations.
- Team Administrators and Members can be limited to a specific area.
- An example of an Area is “Ward 8” as shown in the illustration to the right.

## Notification

- A Notification is a message that an important event has occurred – e.g., a temperature excursion or a loss of power etc.



- Notifications can be generated **ONLY** by a logger attached to a location.
- Notifications appear in LTO as a red Alarm Bell symbol.
- Notifications can also include email and/or SMS text/WhatsApp messages to recipients nominated by Team Owners and Administrators.
- Team Owners, Administrators and Team Members can acknowledge notifications.
- When a Notification is acknowledged, it will disappear from the Notifications area and appear in the Event log, together with the identity of the person acknowledging the notification.

The screenshot shows the LogTag Office Auckland HQ dashboard. A notification popup is displayed in the center, stating "Upper Alarm detected in LogTag Office" three times. The dashboard includes a "Create Location" button, a "Temperature 23.2°C" display with an "INSPECT" button, and sections for "Recently Uploaded Files" and "Recently Registered Devices".

## Event Log

- The Event Log is a list of all events such as notifications and inspections.
- The Event Log can be viewed online, depending on the authorisation level of the member viewing the events.

The screenshot shows the "Event Log" interface with a search bar and a date range filter. The table below lists several events:

WHAT	WHERE	Occurred At	Acknowledged At	WHO
User Manual Inspection	Test Location	03:44 May-09-2020	03:44 May-09-2020	Jessi Shim
User Manual Inspection	Test Location	03:29 May-09-2020	03:29 May-09-2020	Jessi Shim
User Manual Inspection	Test Location	08:24 May-08-2020	08:24 May-08-2020	Jessi Shim
User Manual Inspection	Test Location	04:34 May-08-2020	04:34 May-08-2020	Jessi Shim
User Manual Inspection	Test Location	05:29 May-01-2020	05:29 May-01-2020	Jessi Shim

## Devices

- A Device can be any LogTag data logger product or interface cradle that is registered to a Team.
- The list of Devices and data uploaded from those Devices can be viewed in LTO by the members of that Team.
- Only an individual logger can be attached to a location (for example, a UTRED30-WiFi or a TRED30-16R can be attached to a location).
- An interface device cannot be attached to a location, but it can be listed as a Device.

## Data Delivery

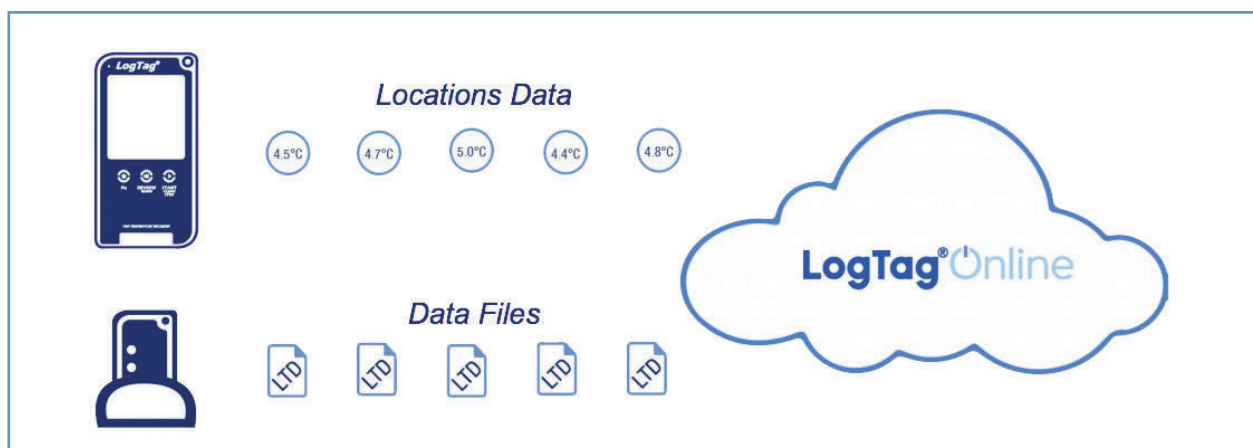
Data delivered to LTO can be via three different methods:

- **Real time data** – this is data that is automatically uploaded typically when a log occurs from WiFi loggers or loggers in a LTI-WM-WiFi interface cradle, which are attached to a particular location.
- **LTD file data** via WiFi Interface Cradle – these are data files uploaded from loggers not attached to a location, and are cradled into a WiFi interface.
- **LTD file data** via LogTag Application Software such as LogTag Analyzer 3. These are data file uploaded from loggers which are cradled in a non-WiFi interface.

## Data Storage

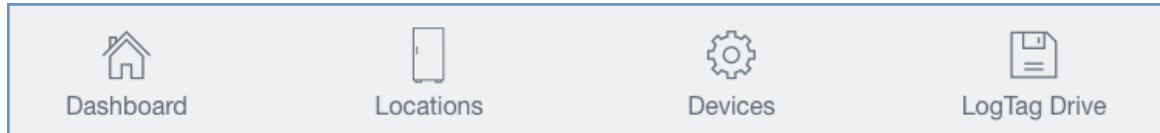
Data stored in LTO can be in one of two forms:

- **Location data** – this is the data uploaded from loggers which are attached to a particular location. This data can be delivered by any of the data delivery types detailed earlier.
- **Data files** – this is the LTD file data uploaded from loggers which are NOT attached to a particular location.



## Locations

- Locations is the place within LTO where individual locations are created and maintained. Uploaded data and information about the registered device such as inspection logs and excursion reports can be viewed here, or from the main Dashboard.
- Each Location is registered to a Team. Data related to a registered location or locations can be viewed by the members of that Team (subject to Team permissions).



## Drive

- A Drive is the storage place for LogTag data files that are NOT related to a registered location.
- LogTag Data files can be uploaded to a Drive via a WiFi interface cradle or by using a conventional interface and LogTag Analyzer or LogTag Xpress.
- A Drive is registered to a Team. LogTag data files can be viewed by the members of that Team (subject to Team permissions).
- Team members can provide a link to allow non-members of the Team to view a specific LogTag data file.