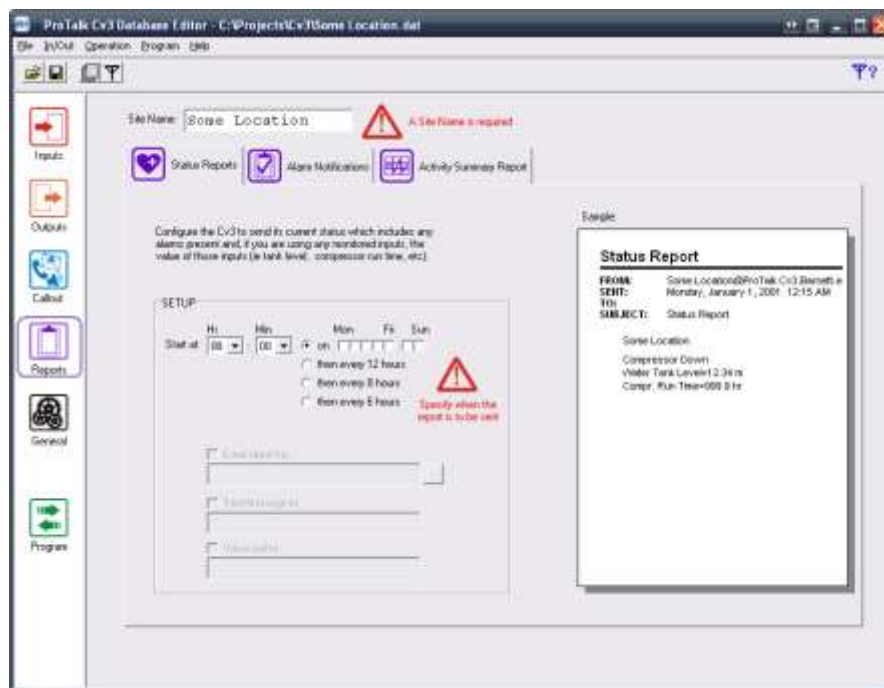


The Cv3 Reports Tutorial will walk you through the steps needed to configure a database to send out automated reports using the e-mail, text and voice call mediums.

There are 3 types of auto-reporting that the Cv3 is capable of: *Status Reports*, *Alarm Notifications* and *Activity Summary Reports*.

The reports feature can be found by pressing the 'Reports' button in the left-hand column of the Cv3 Database Editor:



Status Reports

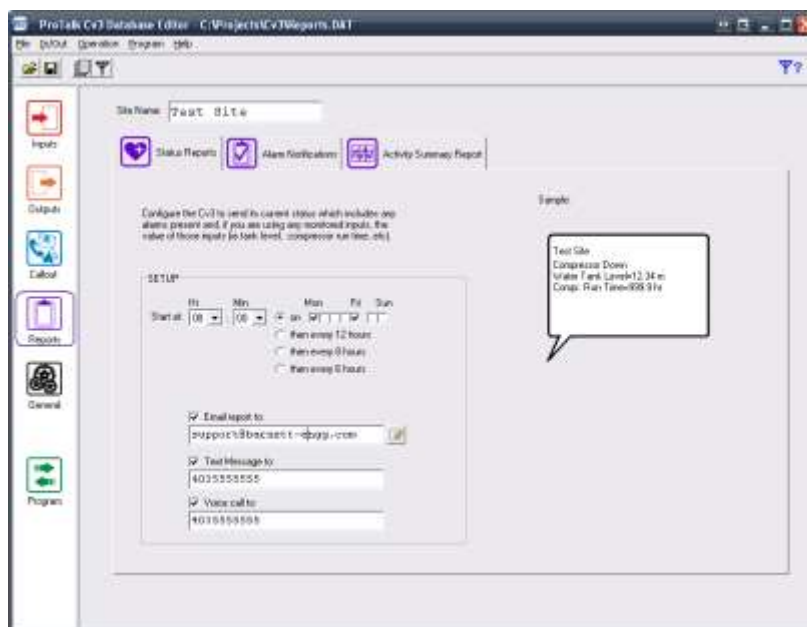
The Status Reports feature serves as a 'health check;' meaning the Cv3 will send a brief message indicating that the Cv3 is functioning properly. The message will include the Site ID, any alarms present, and, if any monitored inputs are being used, the value of those inputs (Tank Level for example).

There are 2 ways in which the Cv3 can be configured to send this message:

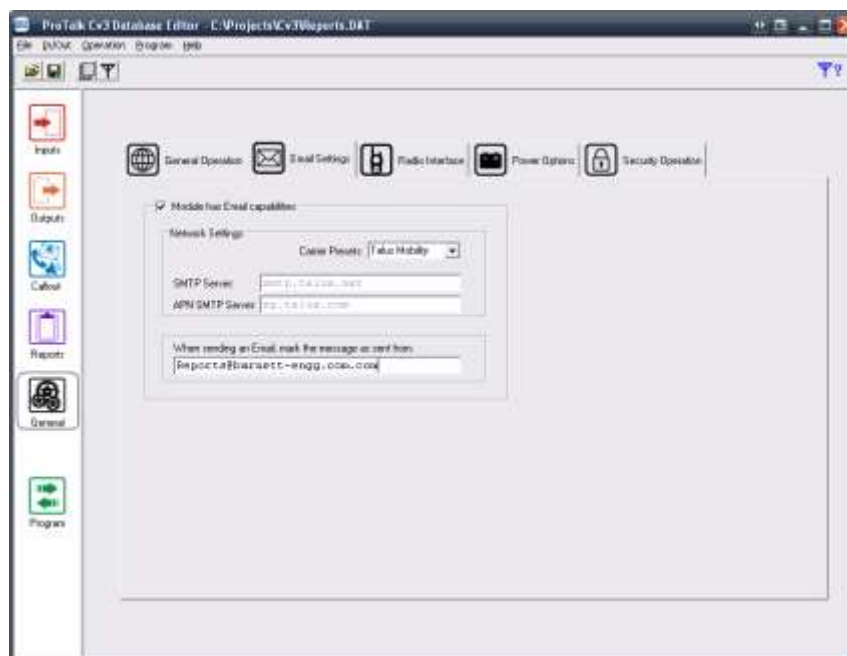
- every 6, 8 or 12 hours at a specific time each day of the week, or
- once per day, selected at a specific time

Reports Tutorial

The following example illustrates a configuration that sends an e-mail, a text message and then a voice call (in that order) at 8:00AM every Monday and Friday:

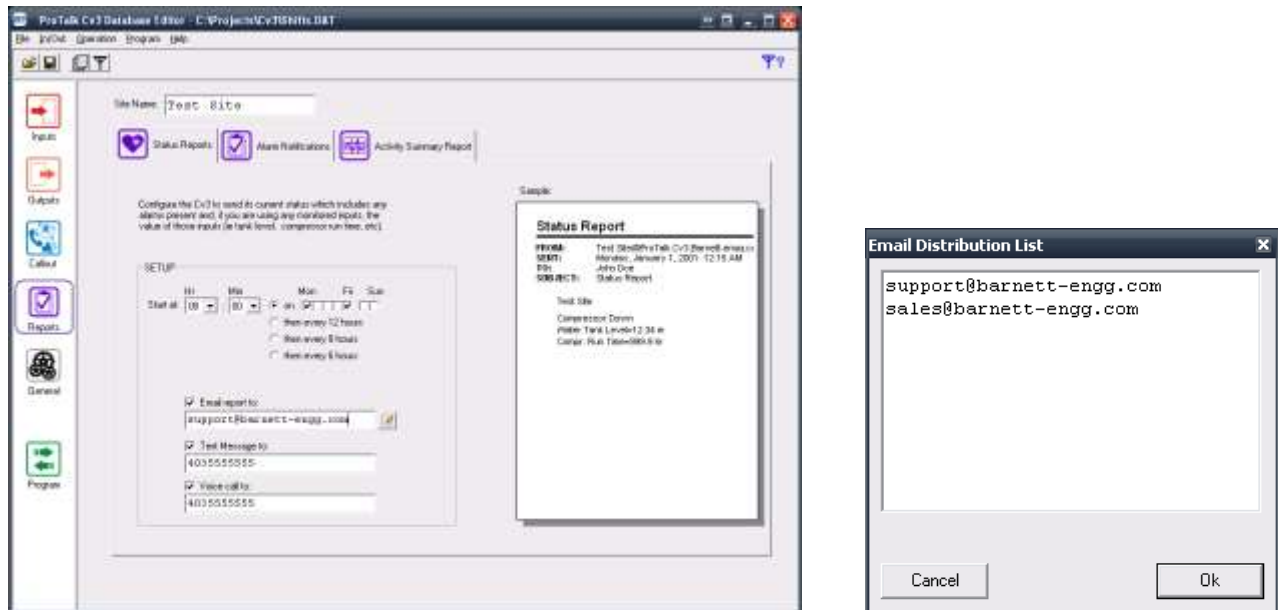


When using e-mail reporting, the 'sent from' field under the Email Settings tab (under the 'General' button) should be changed to what the Cv3 is to be identified as in the recipient's inbox (Reports@barnett-engg.com in the following example). Also, the body of the e-mail will display the Site Name (Test Site in this case). The proper Carrier Preset should be selected for your network of choice as well.



Reports Tutorial

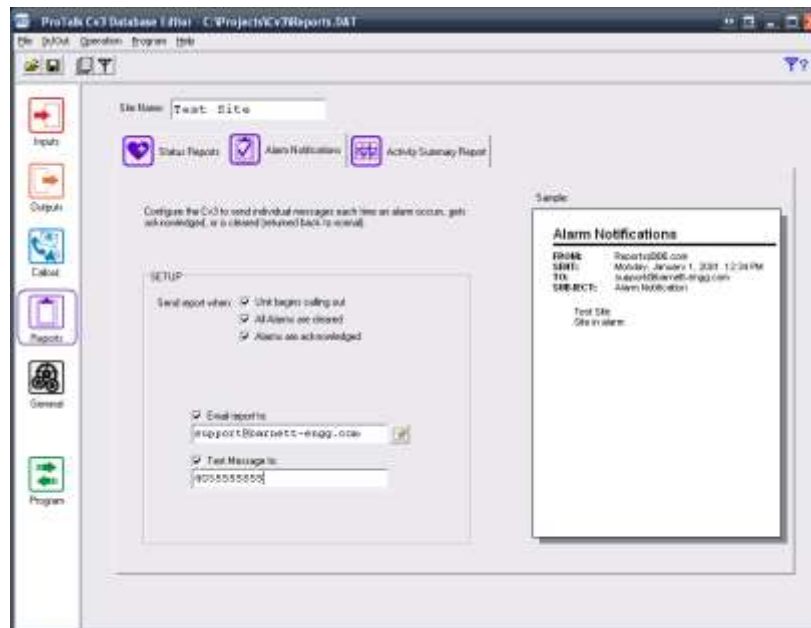
If multiple e-mail recipients are required, press the icon to the right of the e-mail field to add additional e-mail addresses:



Alarm Notifications

The alarm notifications feature serves to notify someone when an alarm has occurred, when all of the alarms have cleared and/or when the alarm(s) have been acknowledged.

The following example illustrates all of the alarm notifications features being used. The Cv3 will send an e-mail and then a text when the unit calls out, all the alarms have cleared and when all of the alarms have been acknowledged:



Activity Summary Report

The Activity Summary Report sends an e-mail of the summary of all recorded events (known as an ‘Event Log’). This can be configured for any day of the week and is sent at a fixed time of 6:00AM:

