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# LogTag<sup>®</sup> UTREL30-WiFi

## Quick Start Guide

Version C - August 2022

[www.logtag.com](http://www.logtag.com)

# Quick Start Guide Contents

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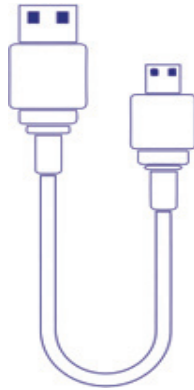
# What's Included

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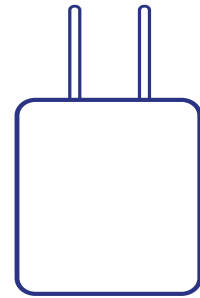
Please check you have each of the items shown below before continuing with setting up your UTREL30-WiFi.



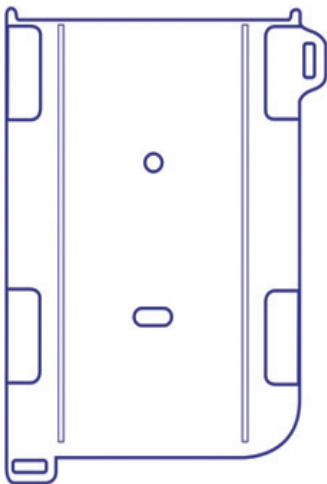
UTREL30-WiFi



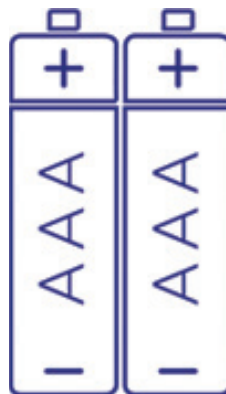
USB Cable



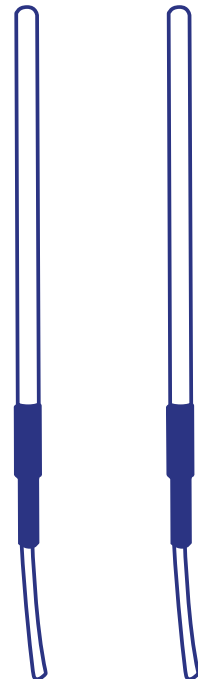
AC Adapter  
(US and EU  
adapter only)



Wall mount  
(Not Included)



2x AAA Battery  
(Not Included)



ST100 External  
Probe  
(Not Included)

# Battery Installation

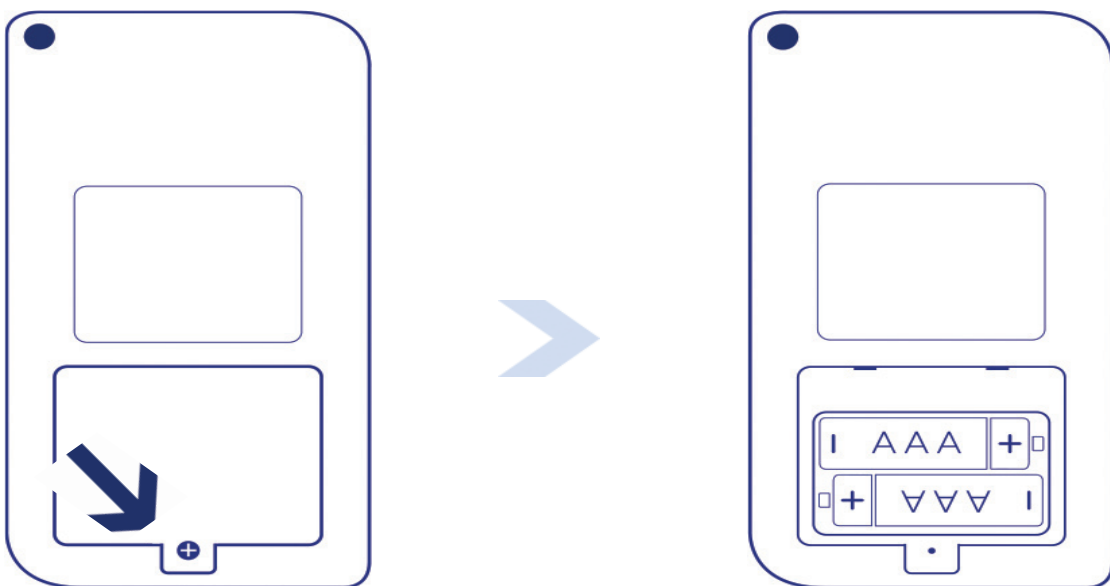
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A permanent power supply should be connected to the USB socket at the bottom of the device.

Two AAA batteries are required as the back up source to ensure your device continues to log in the event of a power outage or accidental removal of power.

1. Remove the back cover of the UTREL30-WiFi case using the Phillips (cross-shaped) screwdriver.



2. Install the two AAA batteries taking note of the direction to install each battery.
3. Replace the battery cover to secure the batteries in place.

# Running the Connection Wizard

Alternatively, to connect your logger using Bluetooth® connection capabilities on the LogTag Mobile application refer to the Bluetooth® Connection Guide.

**Note:** Please ensure there is internet connection on your computer prior to starting this process.

Download the latest Connection Wizard from the LogTag website.

<https://logtagrecorders.com/download/software/connectionwizard.exe>

1. Select Start and follow the instructions.



# Running the Connection Wizard

## Wizard (continued)

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2. Sign in with your LogTag Online account and select SIGN IN.



The screenshot shows a web browser window titled "LogTag® Online Connection Wizard". The page contains the following elements:

- LogTag® Online logo and "Connection Wizard" title.
- Instructions: "Sign in to your LogTag® Online Account below and the Wizard will assist in registering your WiFi device(s). If you do not have an account, click 'Create an Account'. Return to this Wizard when your account setup is complete."
- Input fields for "EMAIL" and "PASSWORD".
- A link for "Forgot your Password?".
- A link for "Create a LogTag® Online Account".
- Footer: "Help" link, "Ver: 1.0.9.11", "Skip" button, and "SIGN IN" button.

Select the Create a LogTag Online Account if you do not have an account. You can also click or copy the following link and follow the on-screen instructions;

<https://logtagonline.com/signup>

**Note:** If you selected Skip, you will need to manually register the device on LogTag Online or repeat the LogTag Online Connection Wizard.

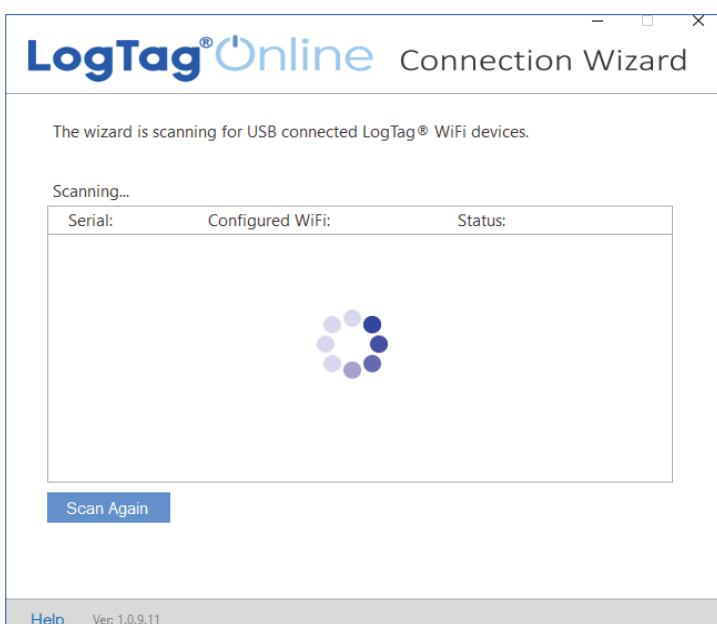
# Running the Connection Wizard

## (continued)

3. The Connection Wizard will scan for connected LogTag devices. Your device will be automatically registered to your LogTag Online account as soon as your device has been identified.



Select Scan Again if your device was not found.

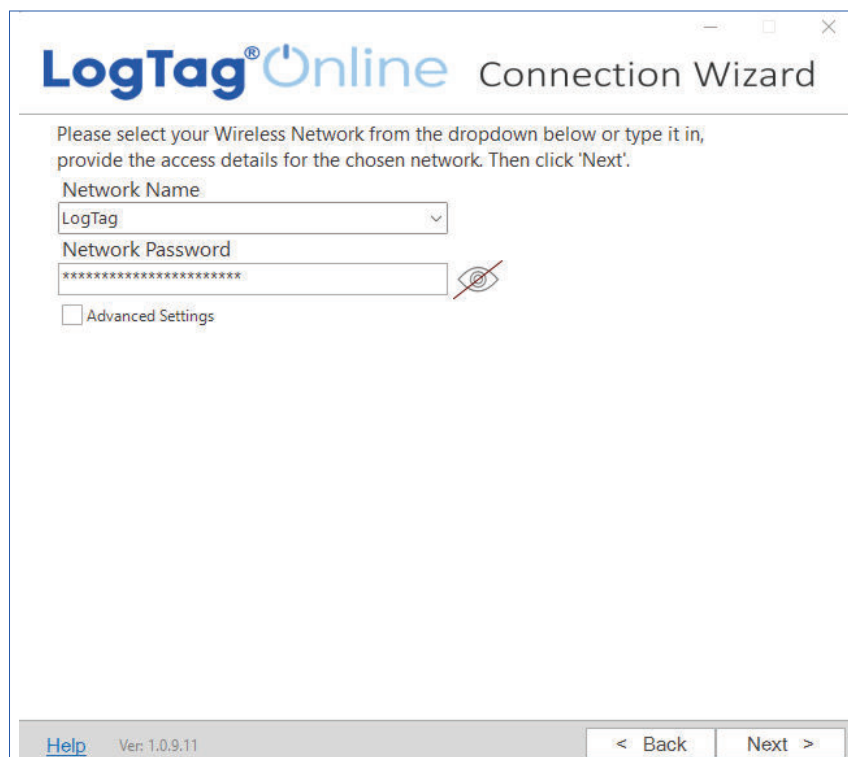


Double-check your devices are plugged-in to your computer using the USB cable provided before scanning again.

# Connecting to your WiFi Network

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4. Connect your device to the network by selecting your Wi-Fi network name (or SSID) and providing the network password, then select Next.



The screenshot shows a window titled "LogTag<sup>®</sup> Online Connection Wizard". The window contains the following elements:

- Instructional text: "Please select your Wireless Network from the dropdown below or type it in, provide the access details for the chosen network. Then click 'Next'."
- "Network Name" field: A dropdown menu with "LogTag" selected.
- "Network Password" field: A text box containing asterisks, with an eye icon to its right.
- "Advanced Settings" checkbox: An unchecked checkbox.
- Footer: "Help" link, "Ver: 1.0.9.11", and "< Back" and "Next >" buttons.

Passwords are case-sensitive. Select the eye icon to view the password you entered.

**Note:** Incorrectly entered password is a common reason why your device failed to connect to your network. Some Wi-Fi Networks won't appear in this list for security purposes. If your network is one of those, you can manually type the name of your network (SSID) in the Network Name field.

5. Your device will connect to your local network using the provided Wi-Fi credentials (network name or SSID and password). It will also check its' connection to LogTag Online. This typically takes 10 seconds. Select Close once the connection was successful.



Select Again to repeat the steps to connect to your network.

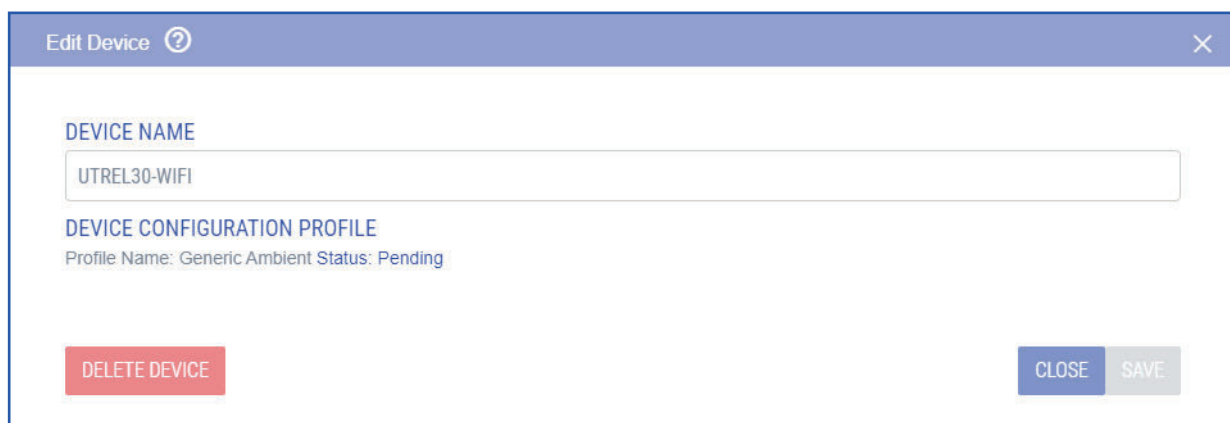
6. Select the LogTag Online Sign In page link to login to LogTag Online.

# Remote Configuration through LogTag Online

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LogTag Online is a secure online application that stores the data recorded from your logger against your account. Once your device is connected to your network, it can be configured remotely through LogTag Online. Profile and timezone can be configured for the logger.

Ensure your device is plugged-in to your computer using the USB cable provided. If the profile is shown as pending configuration, you can speed up the connection between your logger and LogTag Online by pressing and holding both the CHANNEL FUNCTION and REVIEW/MARK buttons on the logger simultaneously for approximately 6 seconds.



Edit Device ?

DEVICE NAME

UTREL30-WIFI

DEVICE CONFIGURATION PROFILE

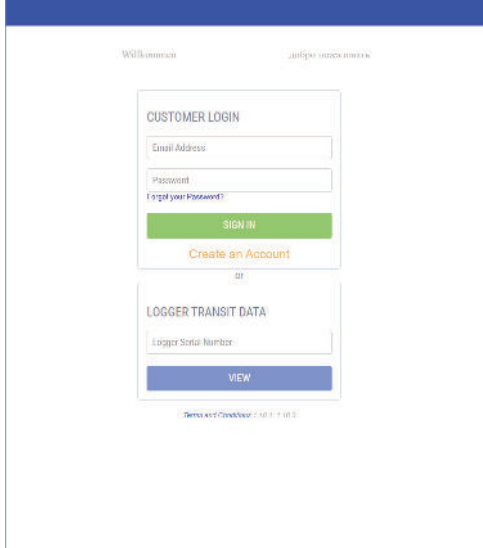
Profile Name: Generic Ambient Status: Pending

DELETE DEVICE CLOSE SAVE

# Remote Configuration through LogTag Online (continued)

## Signing in to your LogTag Online Account

1. Login to LogTag Online;  
<https://logtagonline.com>



WILLKOMMEN | LOGIN | REGISTER

CUSTOMER LOGIN

Email Address:

Password:

Forgot your Password?

**SIGN IN**

[Create an Account](#)

or

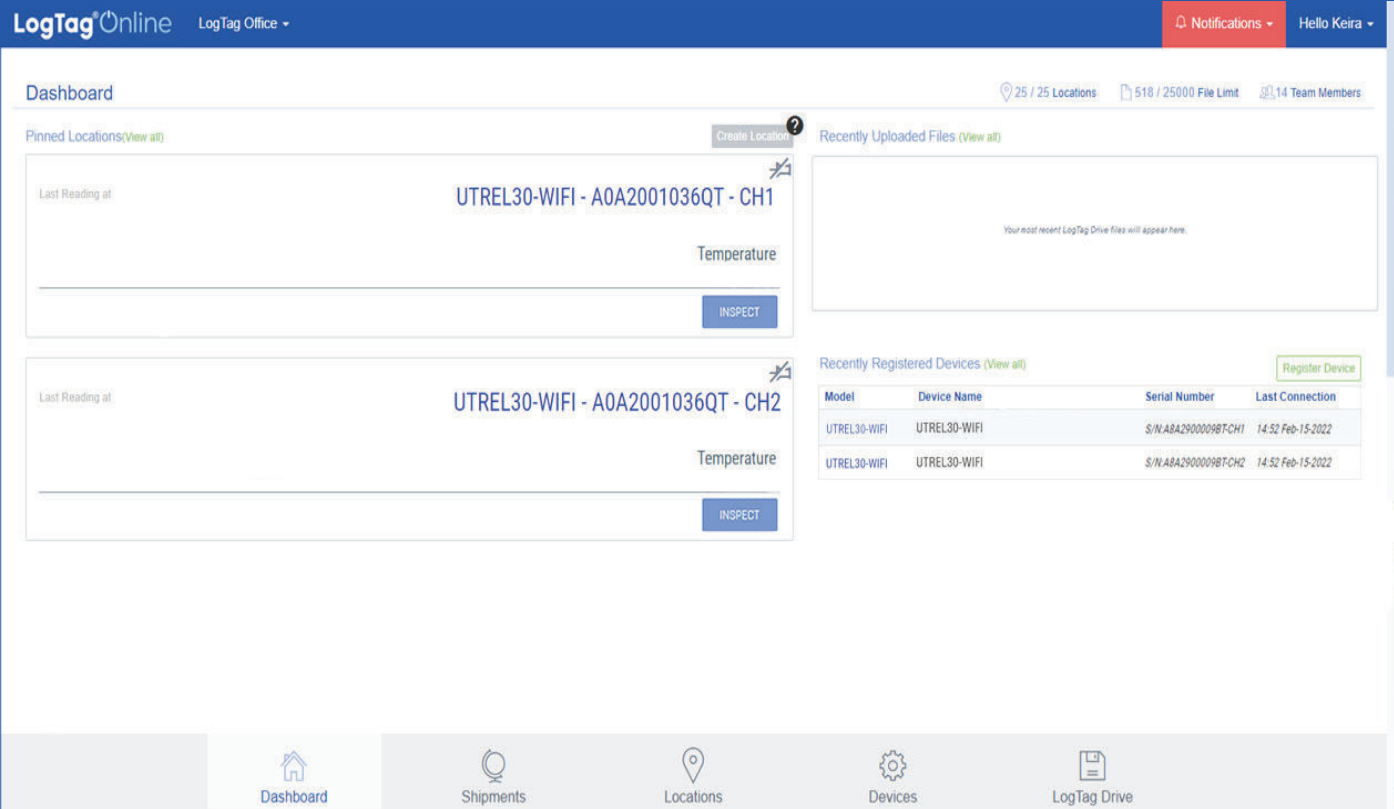
LOGGER TRANSIT DATA

Logger Serial Number:

**VIEW**

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The location for the first channel will be displayed in the pinned locations of the Dashboard.



LogTag Online | LogTag Office | Notifications | Hello Keira

Dashboard | 25 / 25 Locations | 518 / 25000 File Limit | 14 Team Members

Pinned Locations (View all) | Create Location

Last Reading at: **UTREL30-WIFI - A0A2001036QT - CH1** | Temperature | **INSPECT**

Last Reading at: **UTREL30-WIFI - A0A2001036QT - CH2** | Temperature | **INSPECT**

Recently Uploaded Files (View all) | Your most recent LogTag Drive files will appear here.

Recently Registered Devices (View all) | Register Device

Model	Device Name	Serial Number	Last Connection
UTREL30-WIFI	UTREL30-WIFI	S/N A8A29000098TCH1	14:52 Feb-15-2022
UTREL30-WIFI	UTREL30-WIFI	S/N A8A29000098TCH2	14:52 Feb-15-2022

Dashboard | Shipments | Locations | Devices | LogTag Drive

# Remote Configuration through LogTag Online (continued)

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Manually register your device if you cannot see the location. The second location will need to be created manually. Each channel can be assigned to its location. Please refer to the Activation Codes section in the LogTag Online User Guide for more information.

The probe inserted into the loggers CH2 port will automatically register as CH1 in the location description when only one probe is inserted into the logger.

**Note:** When registering your UTREL30-WiFi Dual Channel Logger to your LogTag Online account, a location is auto-created for the first channel when your team has a location slot available from your current activation code;

- As soon as your device has been identified through the Connection Wizard,
- Manual registration by selecting Register Device in the registered devices table on the Dashboard or in the Devices screen.

2. Navigate to Location screen and select to edit the location created for the first channel of your registered device.

# Remote Configuration through LogTag Online (continued)

The screenshot shows the 'Settings' tab in the LogTag Online interface. The 'Location Details' section on the left includes fields for 'LOCATION NAME' (Vaccines (Pharma Depot St AKL, A0A2001036QT-Ch1)), 'DESCRIPTION' (Vaccines Pharmaceutical Goods Depot), 'LOGGER ATTACHED TO LOCATION' (UTREL30-WIFI - #A0A2001036QT-CH1), 'LOGGER CONFIGURATION PROFILE' (Generic Ambient), and 'LOGGER TIMEZONE' ((UTC+12:00) Auckland, Wellington). A 'COMMENTS' field is also present. The 'Team Details' section on the right includes 'PRIMARY COORDINATOR\*' (George Harper), 'SECONDARY COORDINATOR' (Please select), and 'EMERGENCY COORDINATOR' (Please select). At the bottom right, there are buttons for 'EDIT NOTIFICATIONS', 'DELETE', and 'SAVE'.

3. In the settings tab of the Location Details screen, select the profile to apply to your logger from the Logger Configuration Profile drop-down that best suits your needs.
4. Select the time zone for the location from the Logger Timezone drop-down.
5. Select Save to apply the configuration.
6. Navigate to the Devices tab and select on your devices name. The configuration profile will be shown along with its current status.

# Downloading LogTag Analyzer

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The minimum recommended version is LogTag Analyzer 3.2.0

1. Download LogTag Analyzer from the LogTag website:

 <https://logtagrecorders.com/software/LTA3/>

2. Double-click the downloaded file to open the LogTag Analyzer Setup Wizard and follow the on-screen prompts to install.

3. Select Finish to exit the setup wizard.

4. Open the LogTag Analyzer application.

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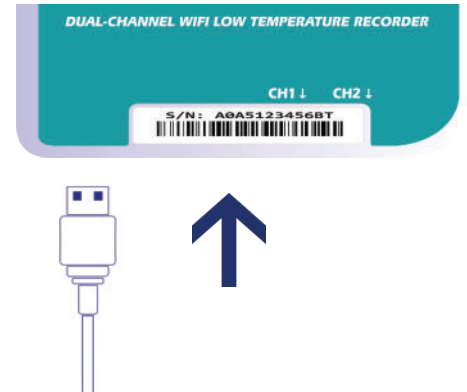
**Note:** If you already have LogTag Analyzer installed, please see whether you need to update to the latest version by clicking 'Check Internet for updates' from the 'Help' menu.

**Warning:** Please ensure no other LogTag software is currently running on your computer before running the Analyzer software.

# Configuration through LogTag Analyzer

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Connect your UTREL30-WiFi to your computer via the USB cable provided. The USB socket on the device is located on the bottom, protected by a rubber seal.



1. Select Configure from the LogTag menu or select the Wizard icon.
2. Adjust your logger configuration settings as required.

For more information on configuration settings, please refer to [Configuring the UTREL30-WiFi](#) in the Product User Guide or press F1 for help.

3. Select Configure to upload the configuration settings to the logger.
4. Select Close to complete and exit the configuration page.

# Installing the Wall Mount

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Setup of your UTREL30-WiFi is complete.

Attach the Wall Mount Bracket on the side of your refrigerator or freezer, preferably at eye-level with the adhesive strip provided with the Wall Mount.

Before sticking on the Wall Mount, make sure the probe cable and the USB cable from the UTREL30-WiFi can both reach the device comfortably without obstruction or at risk of being accidentally disconnected if knocked.

Insert the UTREL30-WiFi into the Wall Mount, connect the USB and sensor cables. The display should show the word “**READY**” as seen in the image (right).

**Note:** Both the cloud and WiFi symbols are showing in the top left with a tick in each to confirm successful setup of the device.



# Starting your UTREL30-WiFi

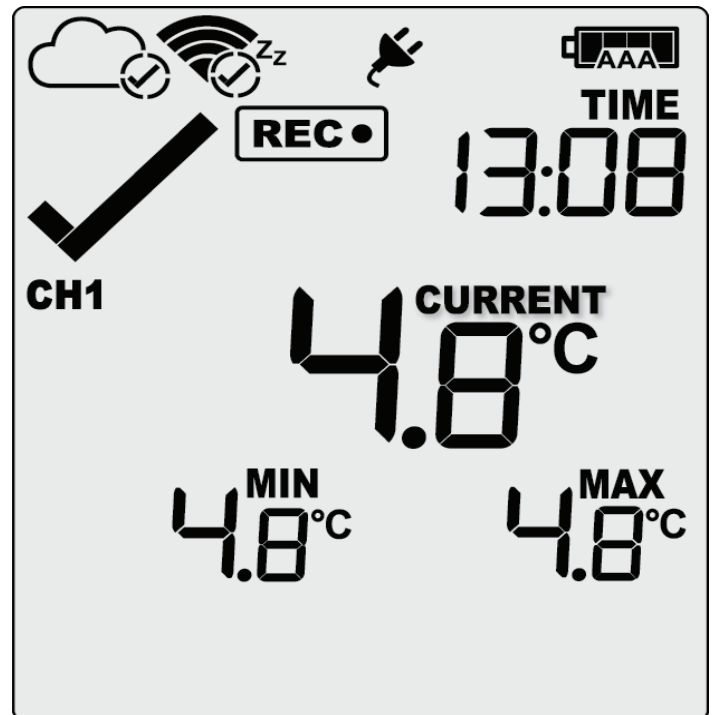
Press and hold the **START/Clear/Stop** button.

**STARTING** will appear along with **READY**. Release the button once **READY** disappears.

The **UTREL30-WiFi** now records temperature data.

The Logger will **not** start if:

- You release the button before **READY** disappears.
- You keep holding the button for more than 2 seconds after **READY** disappears.
- The backup battery is critically low and the Logger is not connected to power.

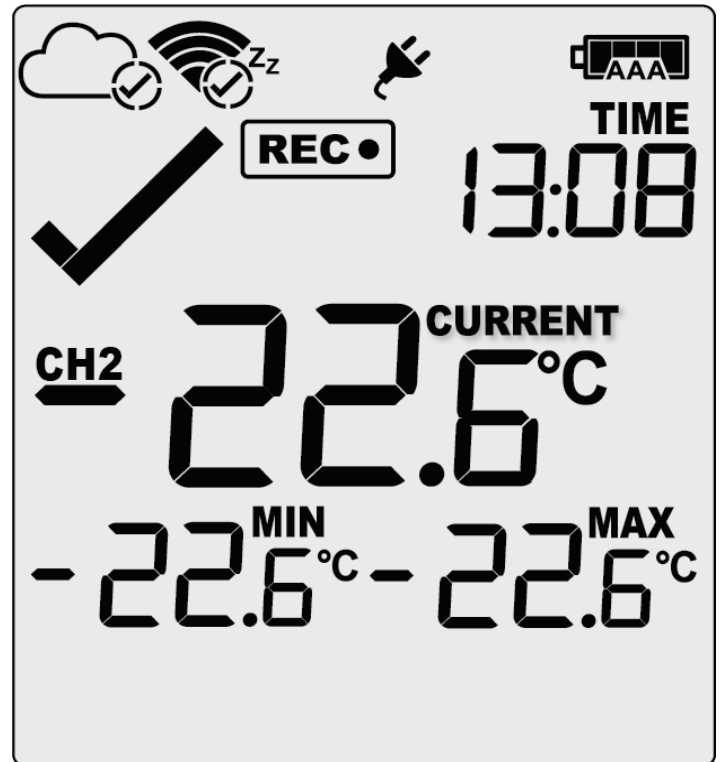


# Viewing Second Temperature Channel

Press the **CHANNEL FUNCTION** button to change the channel on screen.

In this example, the display switched from CH1 to CH2.

The device will toggle between the two channels if both external probes are configured.



**Note:** The probe cover can be inserted in an unused channel port.