TTRenting & Room master Operation Guidance

Room master APP function introduction

Table of contents

Mobile phone preparation

Before using the door lock device, you need to turn on the bluetooth function of the phone.Some mobile phones need to turn on the mobile phone GPS positioning function
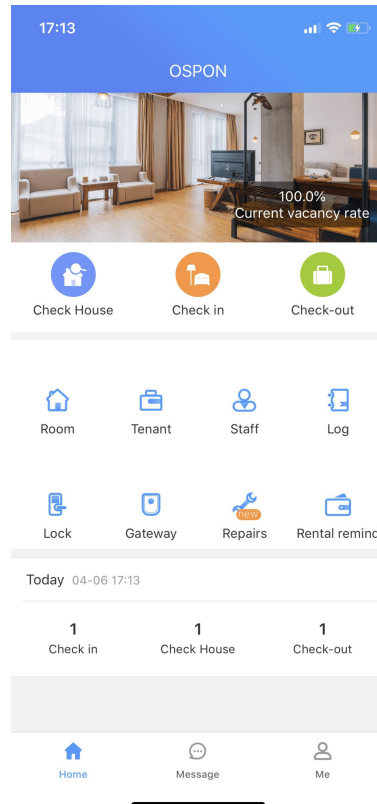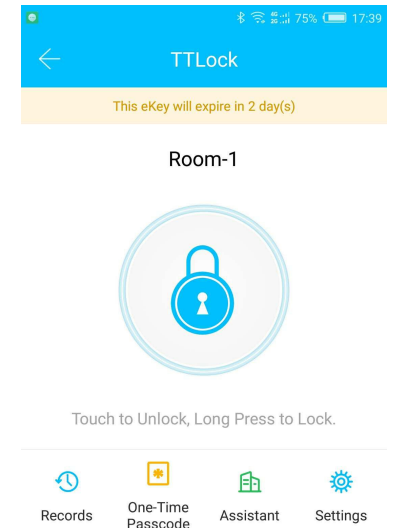
Property owner version

Tenant & Guesst version

IOS

Android

IOS

Android

Login and registration

If you already have an account, you can enter the account password directly on the login screen.

The new user clicks "New User Registration", and can register the housekeeper account with the mobile phone number and email address. Currently, the mobile phone number of more than 200 countries and regions has been supported. When registering your mobile phone number, you can click on the country/region to select the country where the user is located. When registering, it will send the verification to the entered mobile phone number or email address, enter the correct verification code, and click to register.
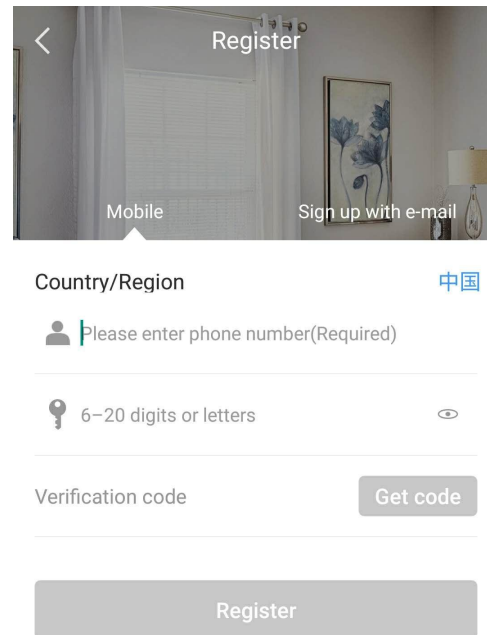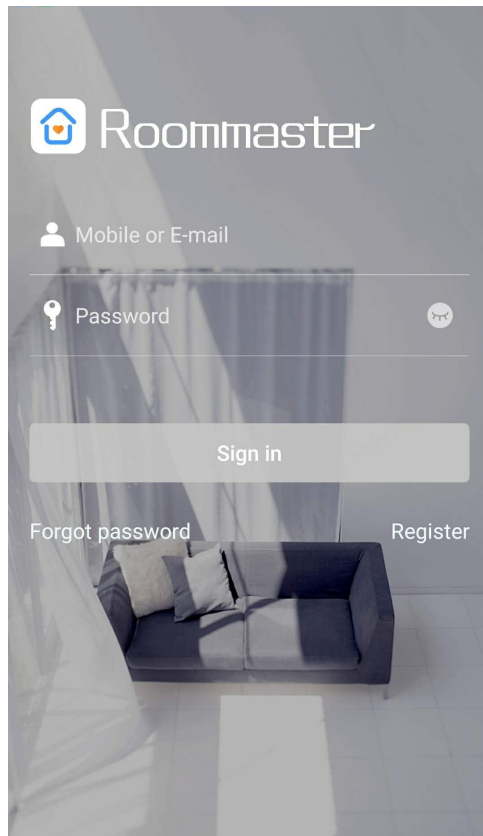
Forget password

If you forget your password, select the phone or email you used to register to retrieve your password and reset it.

Roommaster

Mobile or E-mail

Password

Sign in

Forgot password   Register

Register

Mobile   Sign up with e-mail

Country/Region   中国

Please enter phone number(Required)

6−20 digits or letters

Verification code   Get code

Register

Forgot password

Mobile or E-mail

6−20 digits or letters

Verification code   Get code

Reset passcodes
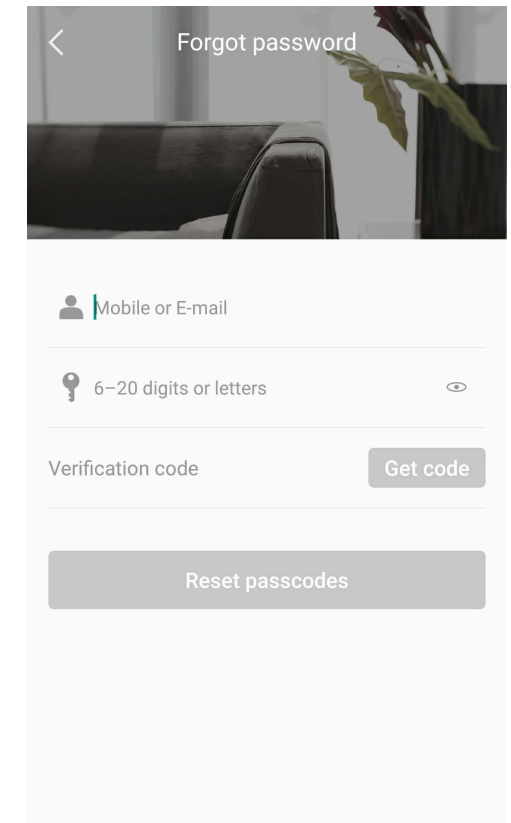
Home function module

Manager version
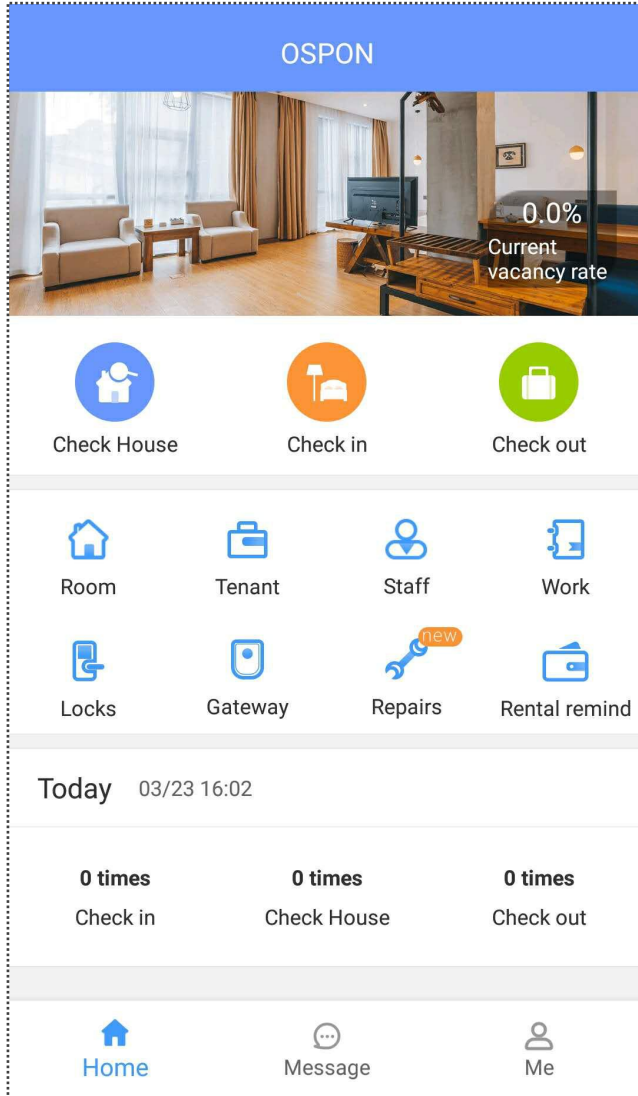
Staff version
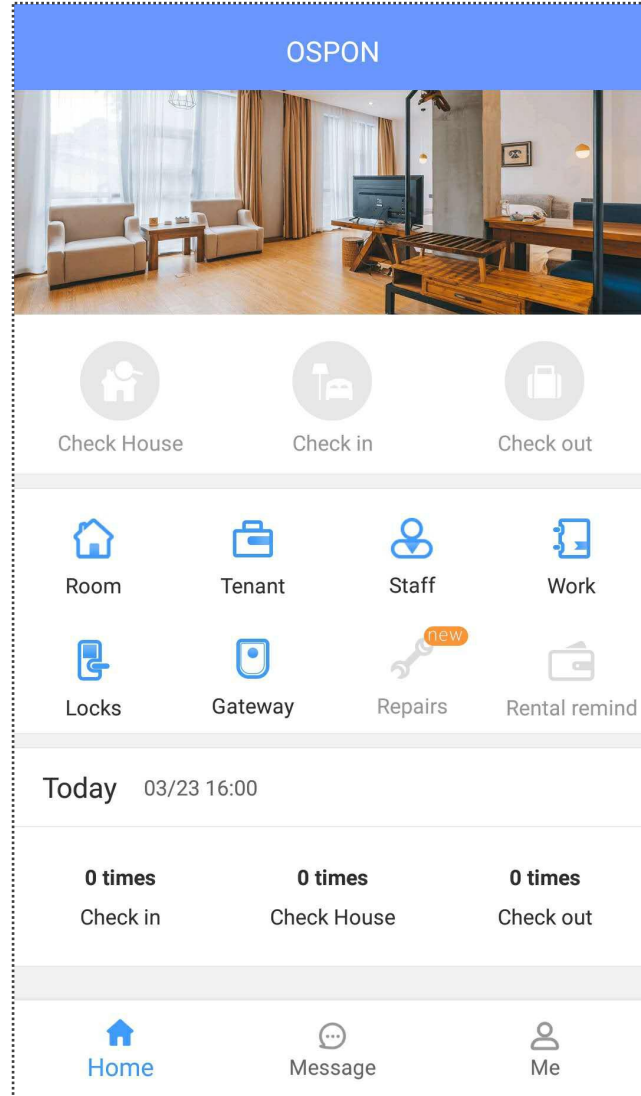
Home function module

The homepage contains most of the functions of a good housekeeper, the entrance to the house, check-in, check-out, the management of the house, tenants, employees, locks, gateways, as well as the repair, rent collection and today's profile. There is an entrance on the front page.

The home page is divided into two types: the administrator interface and the employee interface. The administrator interface can view the current vacancy rate, and all function portals can be operated. The employee interface does not have a current vacancy rate entry. The remaining functions are available in both operational and inoperable states based on actual permissions.。

1、Create a company

After logging in to the room master the administrator needs to create a company and click the "Create a company" button to enter the company interface. Fill in the company name, letal person informati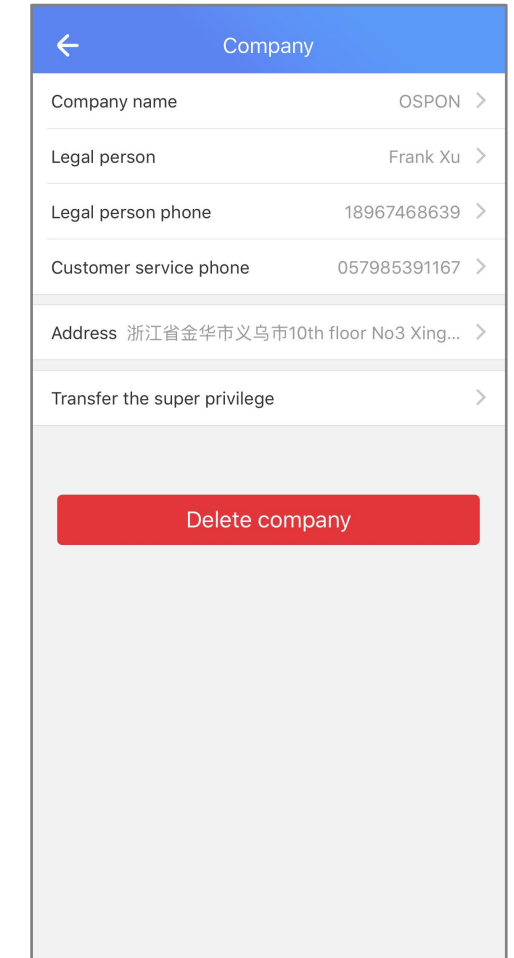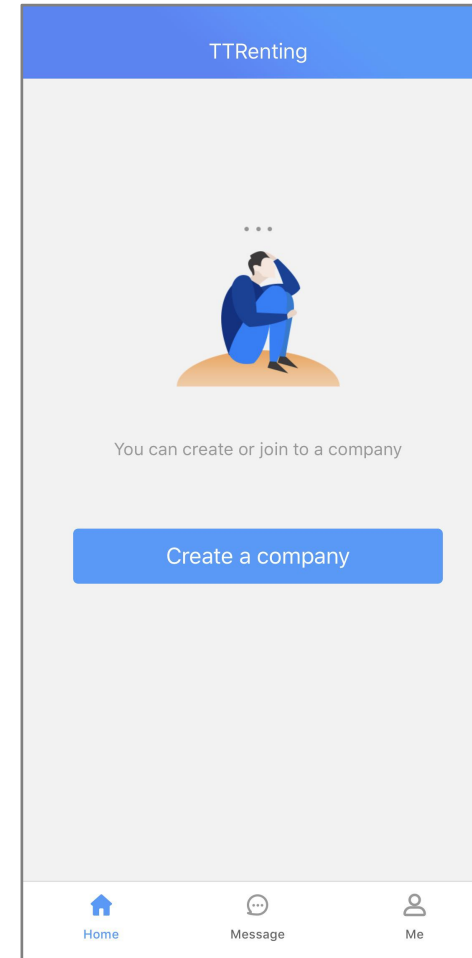on, customer service phone number and address. Click Confirm, the company is created, and the home page will change to the administrator's home page. After creating a company, there will be one branch and five room types by default. Can be viewed inside me.

The administrator should first enter all the rooms in the apartment in the listing and enter all staffs of the company in the staff module. This allows for checking house and check-in

Note: If you are an staff, you can contact the company administrator to add you as a company staff.

Then exit the software and re-login , the interface will become the staff version.

TTRenting

...

You can create or join to a company

Create a company

Home   Message   Me

| ← Company	
Company name	OSPON >
Legal person	Frank Xu >
Legal person phone	18967468639 >
Customer service phone	057985391167 >
Address	浙江省金华市义乌市10th floor No3 Xing... >
Transfer the super privilege	>

Delete company

2、Room

The room module manages all the rooms of the apartment, adding rooms, editing rooms, sharing rooms, checking the room's check-in records, unlocking records, managing the room's water and electricity coal, is the core module of the good housekeeper. Sharing rooms to a circle of friends or friends can increase the chances of renting a room.
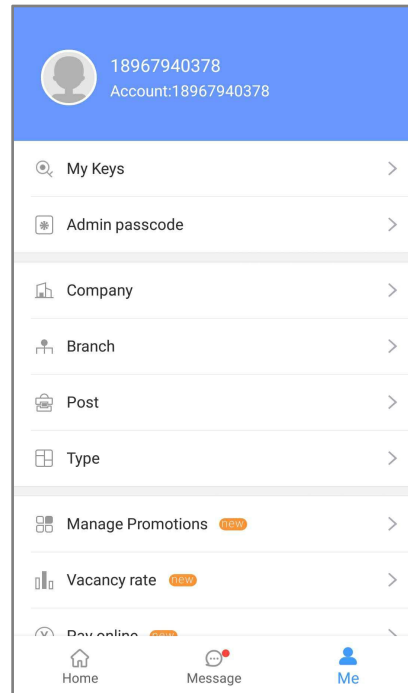
2.1 Add room

Click on "room" to go to the room list page and the room will be sorted according to the store. Click on the "+" in the upper right corner to enter the room information page, fill in the name, rent and area of the room, and select the branch and room type. The address defaults to the company address and can be changed according to the actual situation of the room. Click Confirm and the room is created. After the addition is successful, go to the room details page.

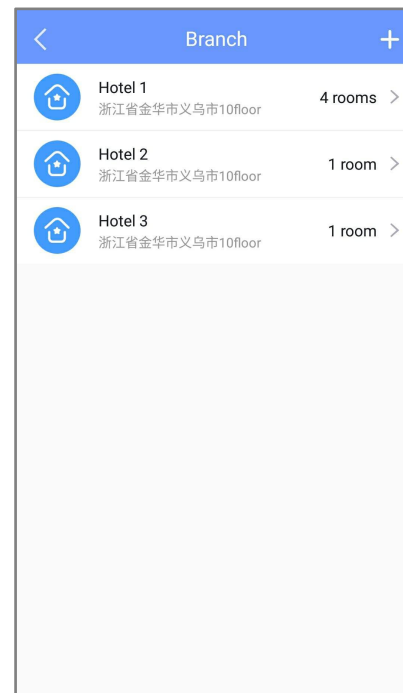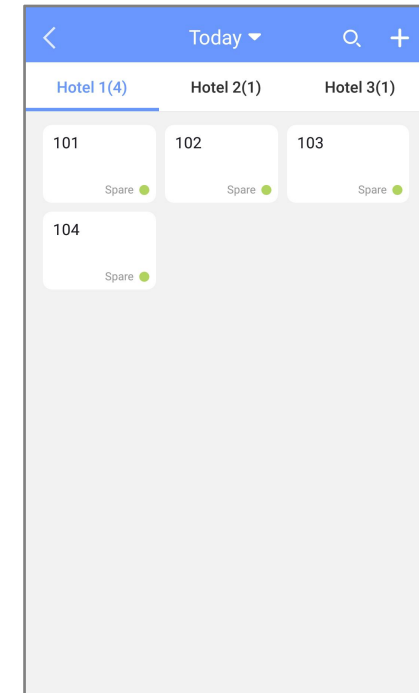Note: Rent can be calculated by hour, day, month and year respectively.
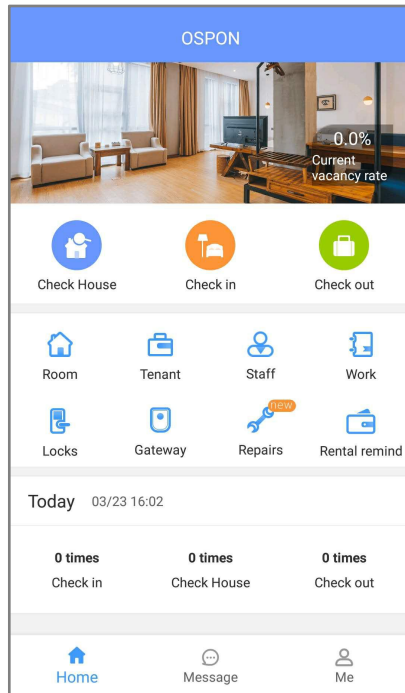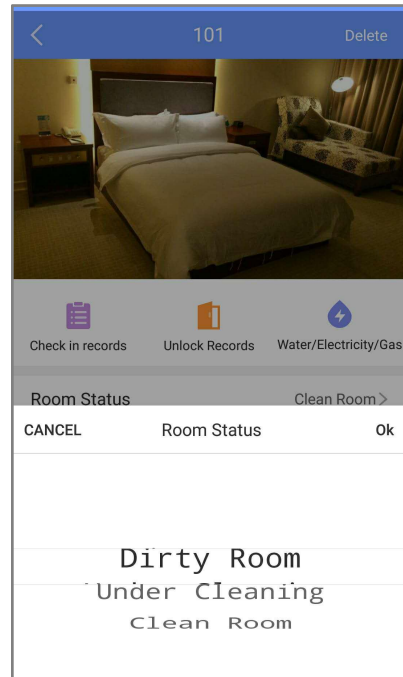
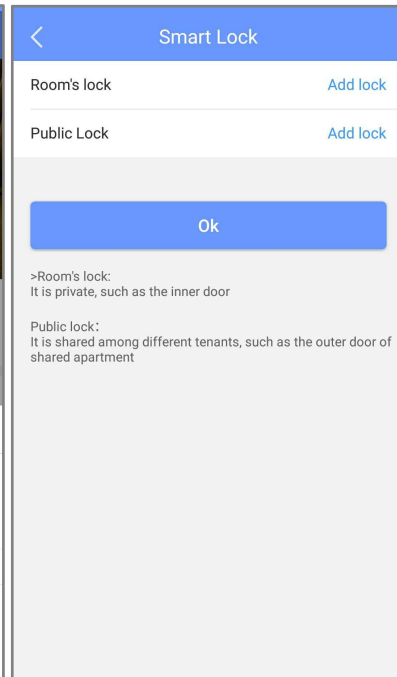| Homepage	Add branch	Add branch	Branch and their room

2.2 Editing room

The room details page is divided into six modules: room photo, smart lock, room information, room facility and room description, and room management.
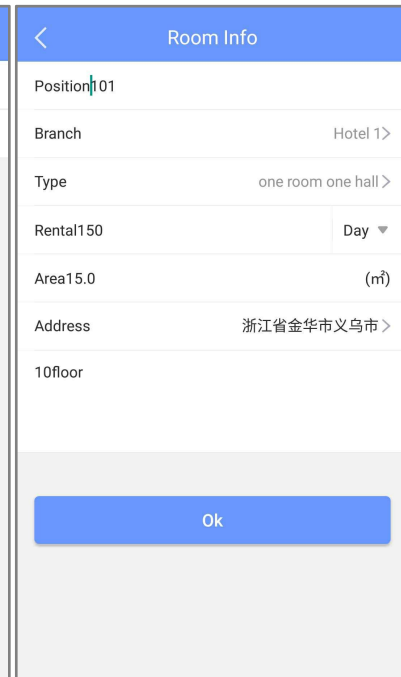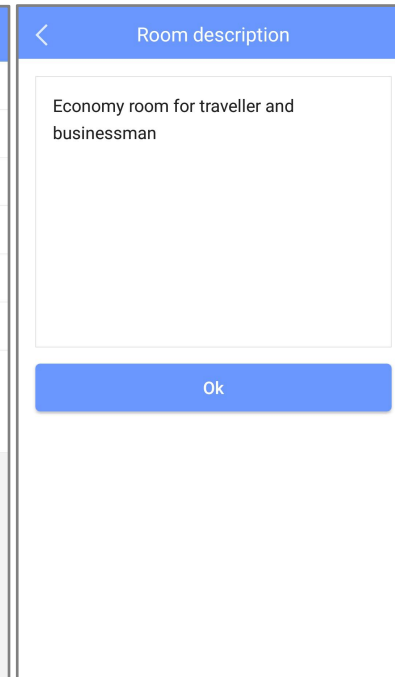
Room facility

Facility
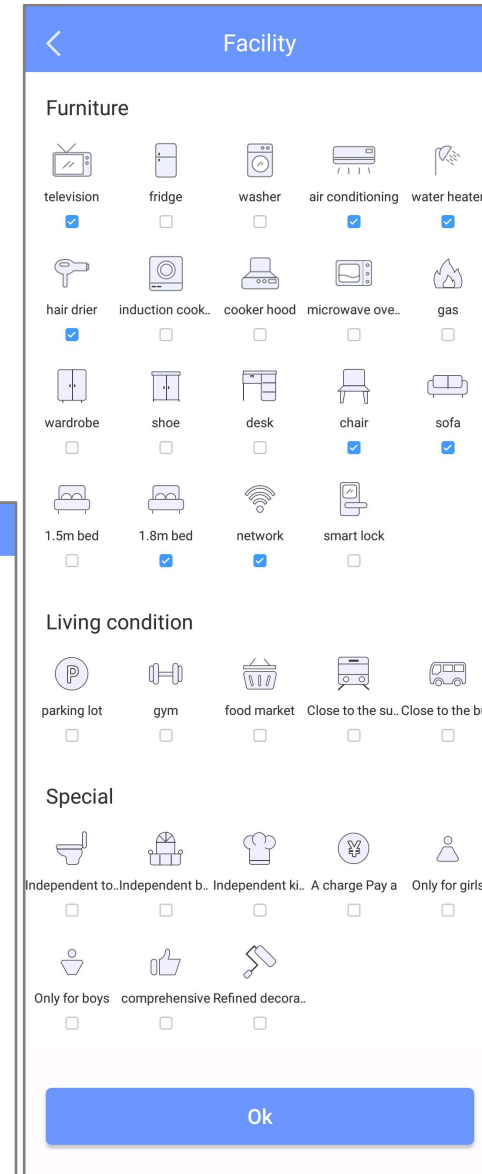
Furniture

television	fridge	washer	air conditioning	water heater
hair drier	induction cook..	cooker hood	microwave ove..	gas
wardrobe	shoe	desk	chair	sofa
1.5m bed	1.8m bed	network	smart lock	

Living condition

parking lot · gym · food market · Close to the su.. · Close to the bus

Special

Independent to.. · Independent b.. · Independent ki.. · A charge Pay a · Only for girls

Only for boys · comprehensive · Refined decora..

Ok

Room details

101 — Delete

Check in records · Unlock Records · Water/Electricity/Gas

Room Status — Clean Room

Smart Lock — Edit

Room Info
Branch   Hotel 1
Type   one room one hall
Rental   150USD/Day
Area   15.0㎡
Address   浙江省金华市义乌市10floor

View/Edit

Facility
television · washer · air conditioning · water heater · hair drier

View/Edit

Room description
Economy room for traveller and businessman

View/Edit

Share

Room pictures

101 — Delete

Check in records · Unlock Records · Water/Electricity/Gas

Room Status — Clean Room

CANCEL   Room Status   Ok

Dirty Room
Under Cleaning
Clean Room

Room smart lock

Smart Lock

Room's lock — Add lock
Public Lock — Add lock

Ok

>Room's lock:
It is private, such as the inner door

Public lock:
It is shared among different tenants, such as the outer door of shared apartment

Room info

Room Info

Position 101
Branch — Hotel 1
Type — one room one hall
Rental 150 — Day
Area 15.0 — (㎡)
Address — 浙江省金华市义乌市
10floor

Ok

Room description


Room description

Economy room for traveller and businessman

Ok

Room pictures

2.2.1 Adding room picture

Click the "Add Room picture" to enter the add interface. Click "+" to select a photo or go to the album to choose two upload methods. Selecting a photo will open the camera that comes with the phone, and selecting an album will open the phone album. Select the picture of the room and click to confirm, the picture is uploaded successfully.
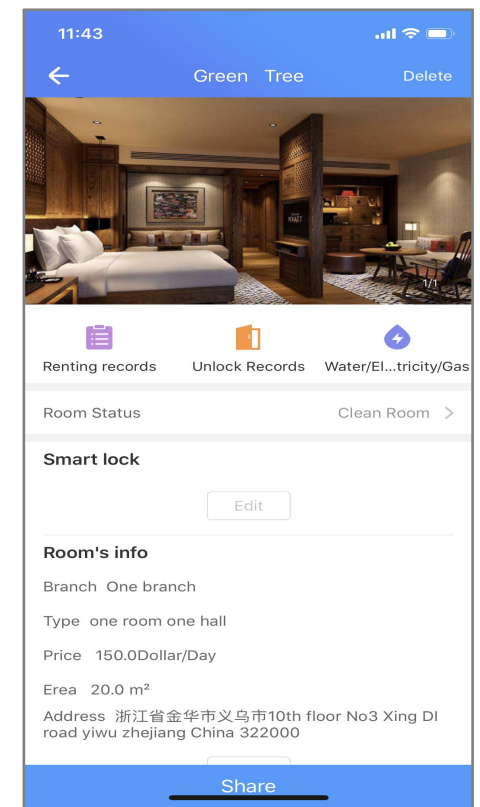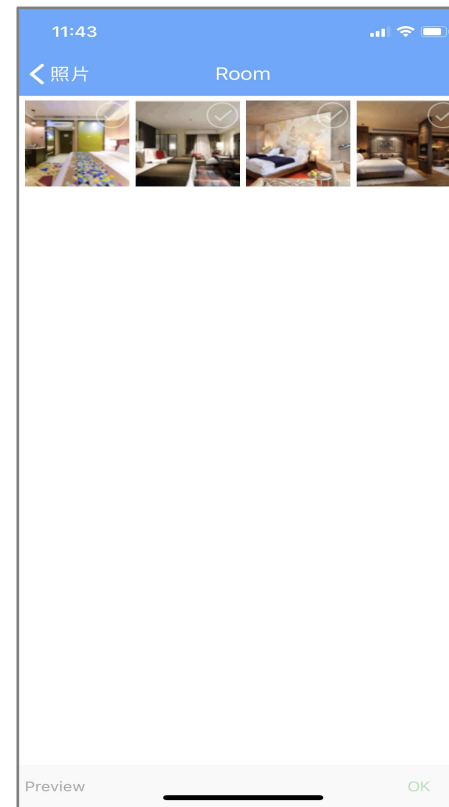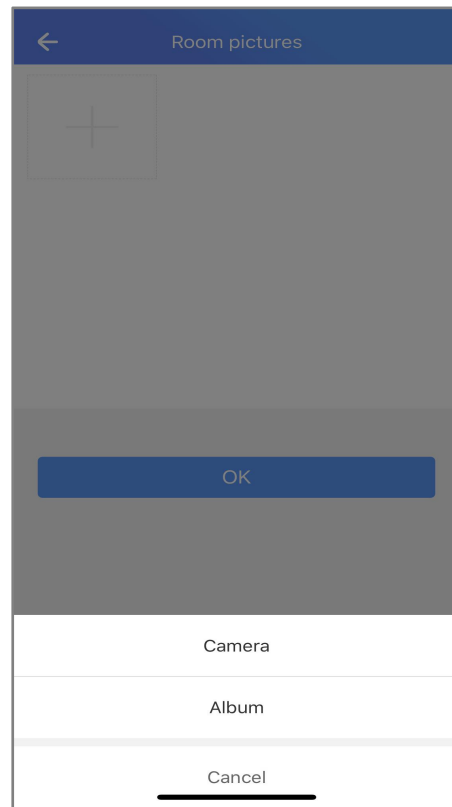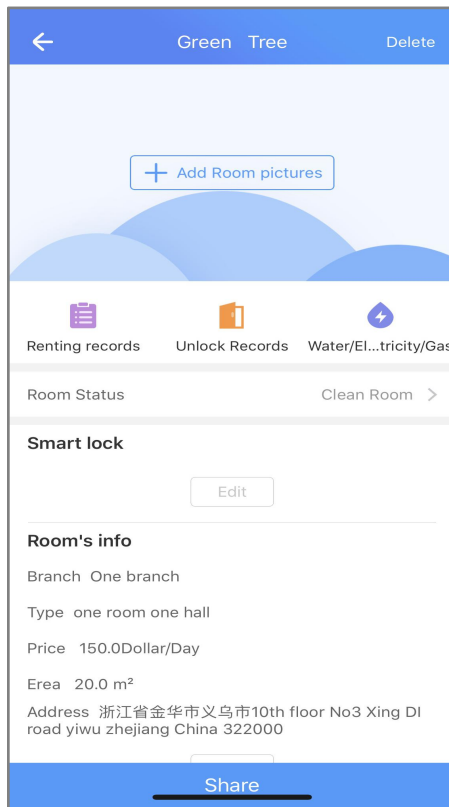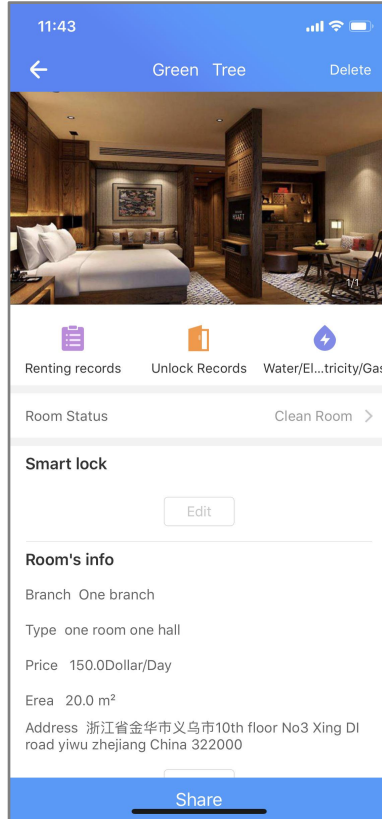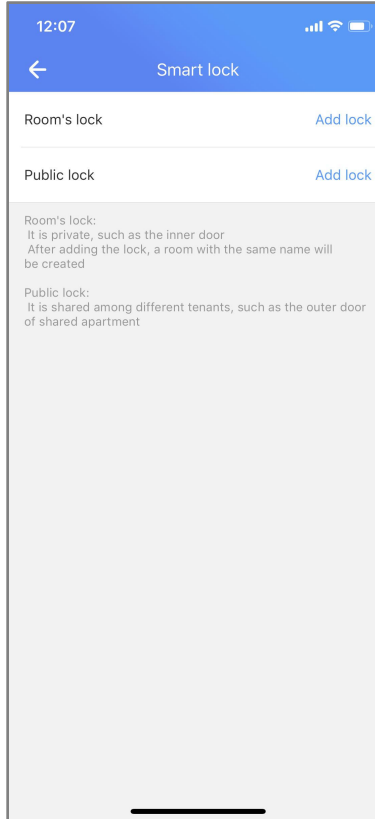
2.2.2 Smart lock

Click "View Edit" under the smart lock to add room lock and public lock to the room; let the lock enter the addable state (touch lock keypad to light it up), click on the page "Add Smart Lock", then find the lock you need to add, click "+ ". After the lock is added successfully, the name of the added lock will appear on the smart lock interface. At the same time, the left or long press can be deleted.
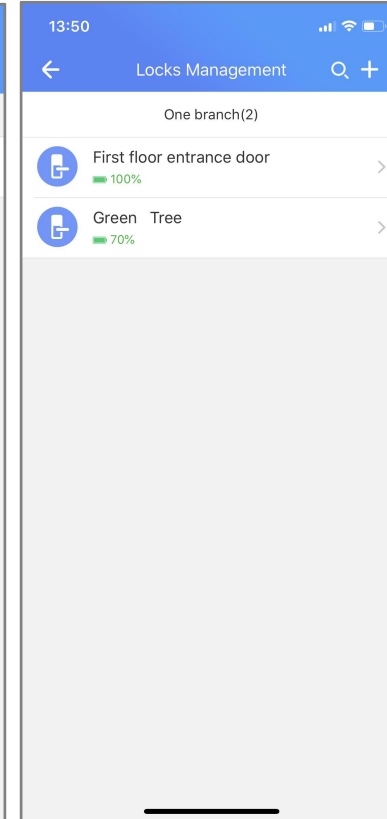
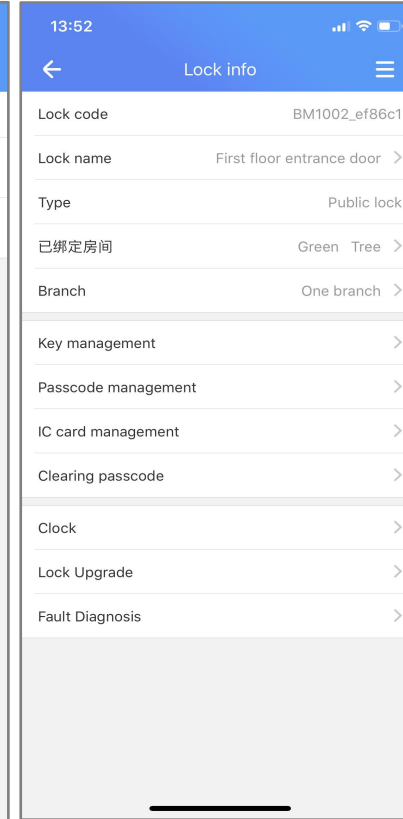Click "smart lock"to add lock

Add room's lock and public lock

Light up the smart lock screen and click on the "+" sign

Lock added successfully

Click "lock name" to change name

11:43		
←	Green Tree	Delete

Renting records   Unlock Records   Water/El...tricity/Gas

Room Status   Clean Room >

Smart lock

Edit

Room's info

Branch One branch
Type one room one hall
Price   150.0Dollar/Day
Erea   20.0 m²
Address 浙江省金华市义乌市10th floor No3 Xing DI road yiwu zhejiang China 322000

Share

12:07		
←	Smart lock	

Room's lock   Add lock

Public lock   Add lock

Room's lock:
It is private, such as the inner door
After adding the lock, a room with the same name will be created

Public lock:
It is shared among different tenants, such as the outer door of shared apartment

13:21		
←	Select smart lock	🔍

⟳ Scanning

📲 BM1002_ef86c1   +

13:50		
←	Locks Management	🔍 +

One branch(2)

📲 First floor entrance door   >
     ▬ 100%

📲 Green Tree   >
     ▬ 70%

13:52		
←	Lock info	☰

Lock code   BM1002_ef86c1

Lock name   First floor entrance door >

Type   Public lock >

已绑定房间   Green Tree >

Branch   One branch >

Key management   >

Passcode management   >

IC card management   >

Clearing passcode   >

Clock   >

Lock Upgrade   >

Fault Diagnosis   >

Room's info & facility & description

2.2.3 Room info

Room information has already been filled in when adding a room. Click on Edit below the room information to edit it.

2.2.4 House facility

Click "Edit" under the room configuration to display the basic facility interface. According to the actual situation of the room, the apartment can select the facility that matches the room in the three categories of "Furniture", "Living condition" and "Special". There will be "√" below the selected configuration, click "OK". Only the first five options are shown on the room details page.

2.2.5 Room Description

In the room description, the apartment can fill in the location of the room, the surrounding traffic, the decoration style, the orientation of the house and so on. Help customers better understand room information.c

Note: The newly added room, room information defaults to the last added room.

Room Info

Position	101
Branch	Hotel 1 >
Type	one room one hall >
Rental	150	Day ▼
Area	15.0	(㎡)
Address	浙江省金华市义乌市 >
10floor	

Ok

Facility

Furniture

television ☑	fridge ☐	washer ☐	air conditioning ☑	water heater ☑
hair drier ☑	induction cook.. ☐	cooker hood ☐	microwave ove.. ☐	gas ☐
wardrobe ☐	shoe ☐	desk ☐	chair ☑	sofa ☑
1.5m bed ☐	1.8m bed ☑	network ☑	smart lock ☐

Living condition

| parking lot ☐ | gym ☐ | food market ☐ | Close to the su.. ☐ | Close to the bus ☐ |

Special

| Independent to.. ☐ | Independent b.. ☐ | Independent ki.. ☐ | A charge Pay a ☐ | Only for girls ☐ |
| Only for boys ☐ | comprehensive ☐ | Refined decora.. ☐ |

Ok

Room description

Economy room for traveller and businessman

Ok

Click "renting records"

2.3 Check-in records

The check-in record records all the check-in records for the room, including the tenants who have checked out. Tenants who have checked out cannot be deleted and modified frequently. Tenants who have not checked out can click to go to the details page, edit the check-in time, modify the tenant information (except name, phone number), send the electronic key and password, modify the rent and add tenants.

Screen 1

11:43

← Green Tree Delete

Renting records | Unlock Records | Water/El...tricity/Gas

Room Status   Clean Room ›

Smart lock

Edit

Room's info

Branch One branch

Type one room one hall

Price 150.0Dollar/Day

Erea 20.0 m²

Address 浙江省金华市义乌市10th floor No3 Xing DI road yiwu zhejiang China 322000

Share

Screen 2

15:05

← Green Tree Rental

Check-in date / Check-out date

2019/04/09   2019/04/11

Yuri
18967940378 ☎

Ekey   2019/04/09 12:00 - 2019/04/11 12:00 ›

Password   Click to set passcode(Optional) ›

Alex
18967468639 ☎

Ekey   Click to set key(Optional) ›

Password   Click to set passcode(Optional) ›

+ New tenant

Screen 3

15:06

← Send ekey ☰

Lock

First floor entrance door

Green Tree

Recipient

Account   18967940378

Validity period

Active time   2019/04/09 12:00 ›

End time   2019/04/11 12:00 ›

OK

2.4 unlock records

The unlock record keeps all the unlock records in the room smart lock, including the tenants who have checked out before. Unable to delete the edit.
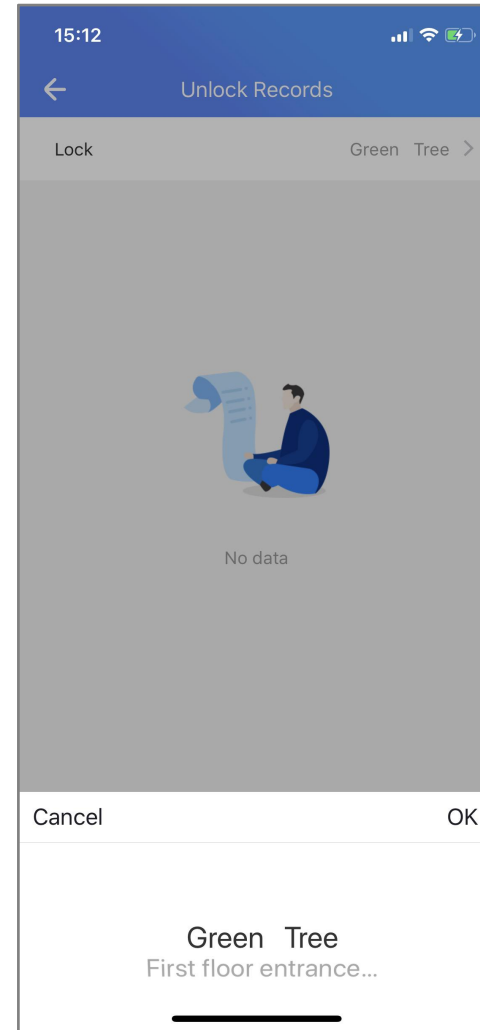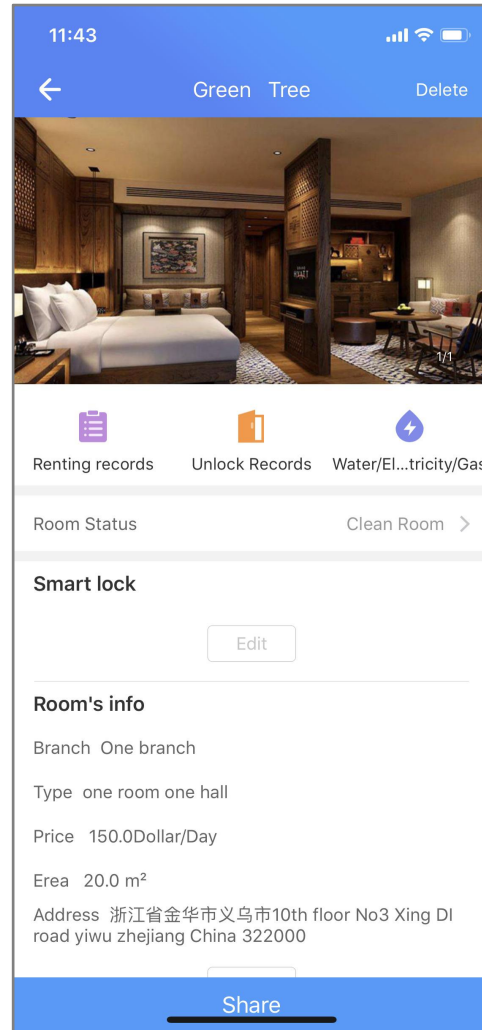
2.5 Water / electricity / Gas

The Water / Electricity / Gass module manages the rest of the room except the rent, such as water, electricity, gas, property and broadband. The calculation formula for water, electricity and gas charges is: (last reading - recent reading) * unit price. The formula for calculating the property fee and broadband fee is: monthly unit price * rent collection period (in months);

Click the price button in the upper right corner to set the unit price of the water and electricity coal according to the actual charging standard. Click to confirm the price setting is complete. Click on the meter reading to enter the reading of the water and electricity,gass. In the meter reading interface, the last reading cannot be changed, only the current reading and the date of the meter reading can be filled in.
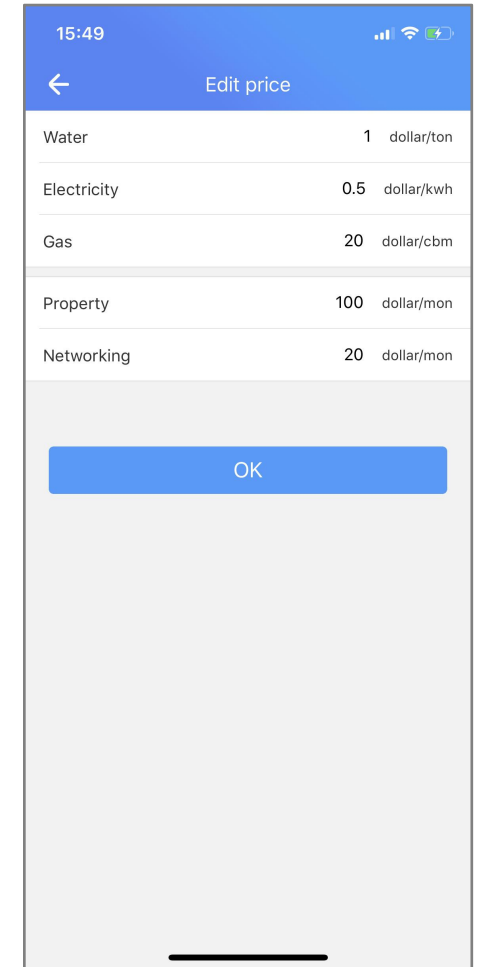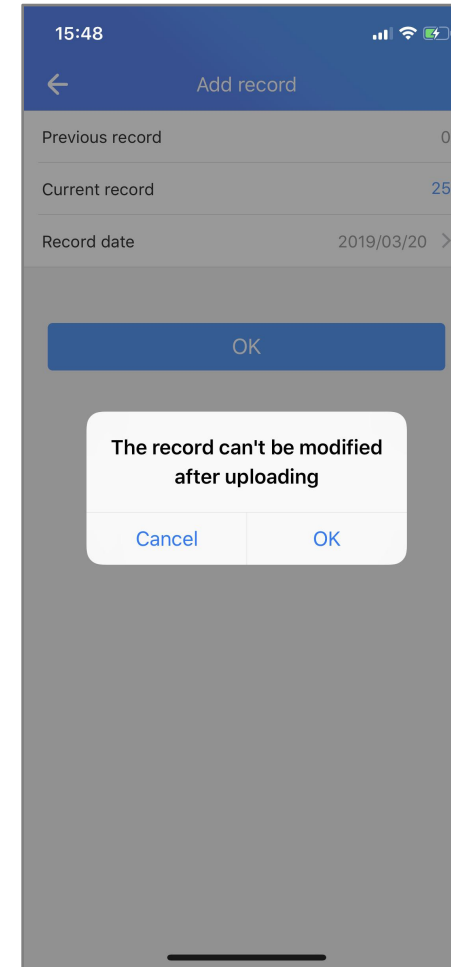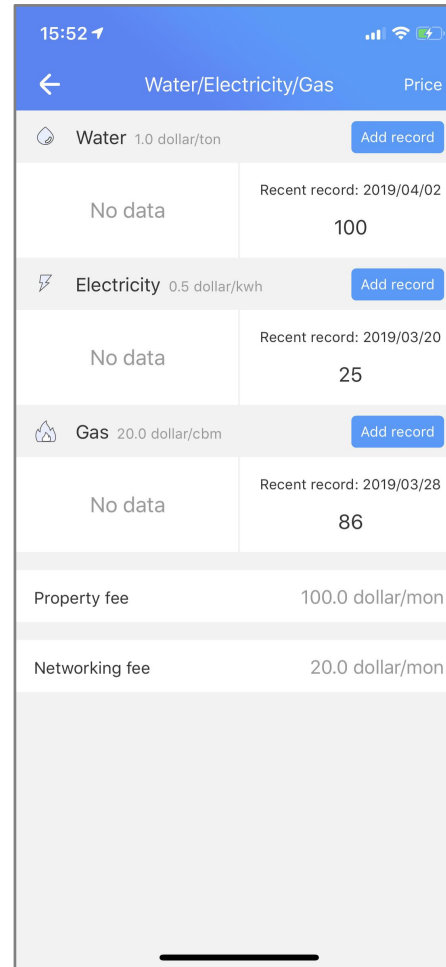
3, Check house,check in ,check out

3.1 viewing

When the guest requests to see the house, the apartment selects the room to be seen by clicking on the home page (the room list is all available), and then choose the person who takes the guest to see the house. There are two types of people to look at: company employees and non-employees. If you choose a company employee, you don't need to generate a one-time password to check the house

If it is a non-employee, after completing the non-employee's name and contact number, a one-time password will be generated. Can be sent by WeChat or SMS to non-employees.

Note: A room without a smart lock does not have the ability to generate a one-time password.
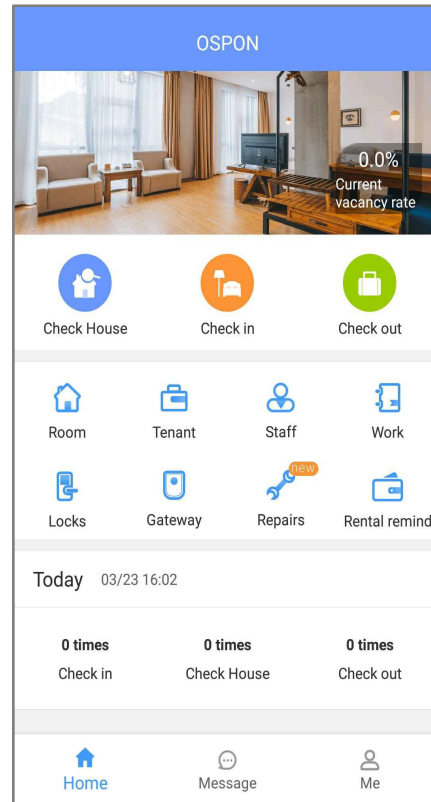
Click "Check house"   Choose the available room   choose the staff   share passcode
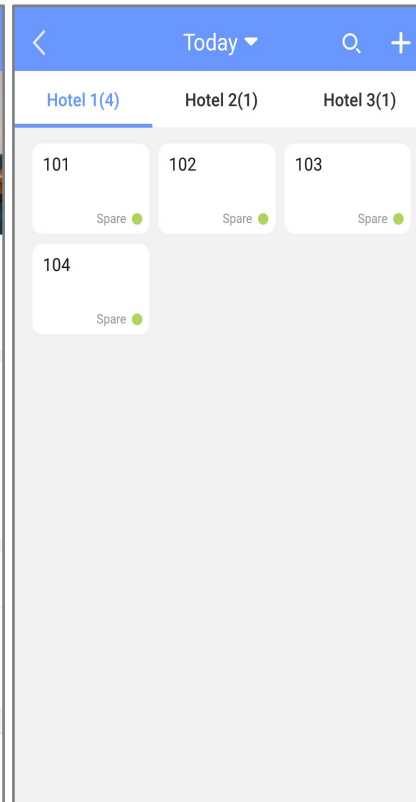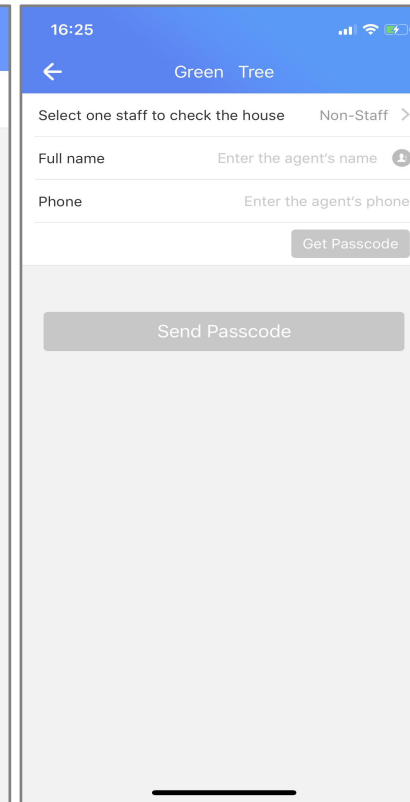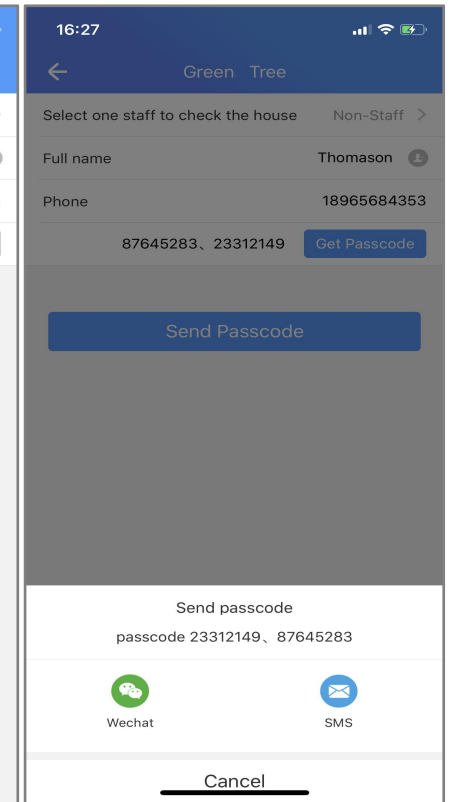
3.2 Check-in

Click the home page , select the corresponding room (Empty room will automatically be at the front), set the check-in period, fill in the check-in time and departure time, slide the calendar control up and down to switch the month, click the triangle around the year, switch the year. After setting, "Next" will add tenant information.The name of the tenant and the mobile phone number are required. The ID type can be selected from ID card, passport, driver's license or other documents. Scanning your ID card does not require you to manually fill in the ID number, making it easier to check in. Once the tenant information is filled in, click "OK". Can add multiple tenants

Click "Check in"
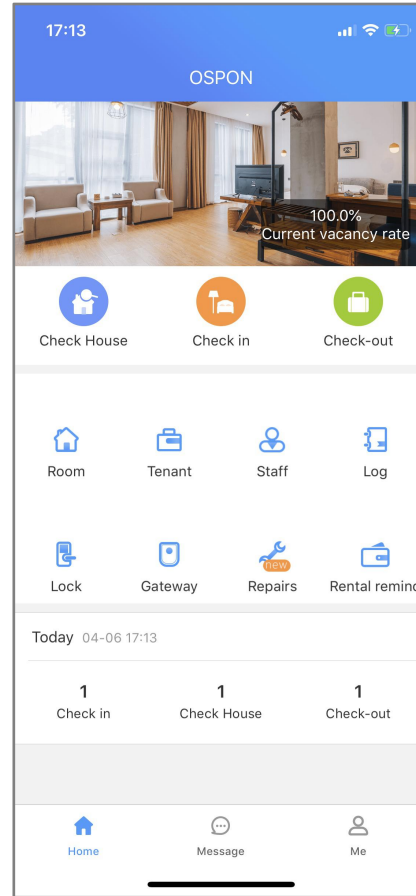
Set stay period
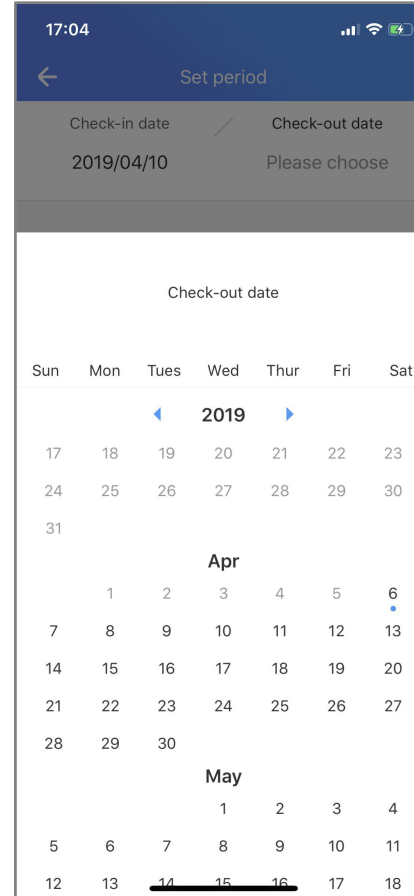
Add guest
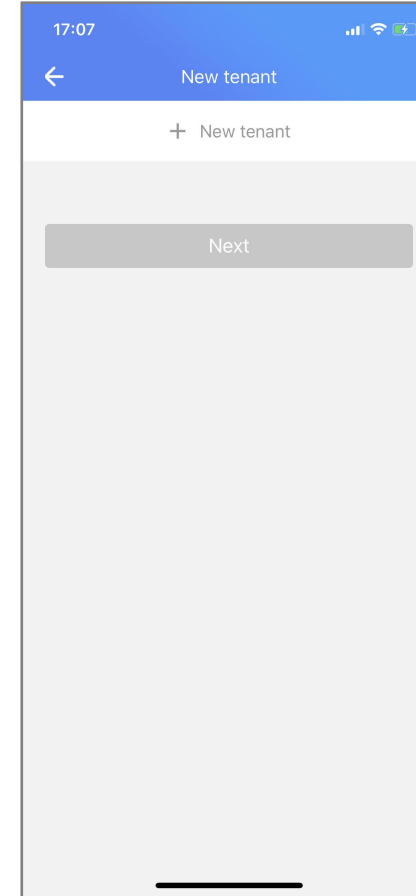
Input guest info
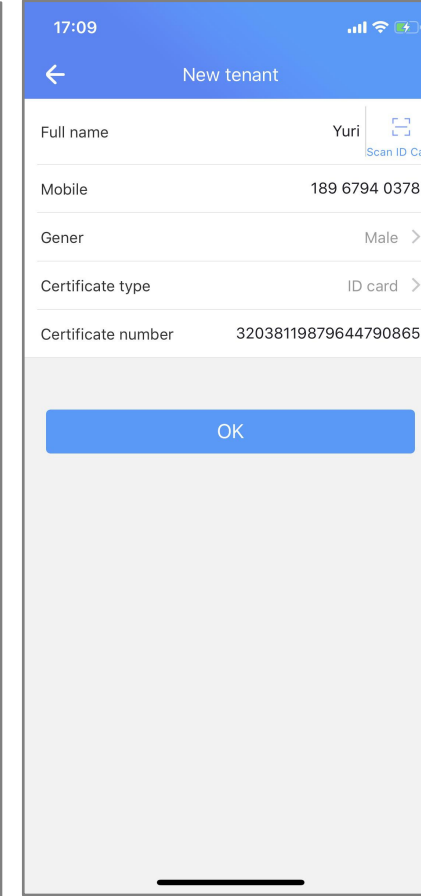
Check in

After the tenant information is filled in, the deposit and rent are set according to the actual situation. If the unit of rent is yuan/month, you can set the date of collection and the period of rent collection. The rent collection module reminds the administrator to collect the rent 15 days in advance according to the set period (see the rent collection module for details). After confirming, the check-in is successful.

After the check-in is successful, the tenant can be sent an ekey and password. Click on the ekey to go to the send key interface. The lock is a smart lock bound to the room. The recipient account defaults to the tenant's mobile phone number (the account must be registered in the unlocked APP) and can be changed. The expiration date is the same as the check-in time and departure time and can be changed. Click OK and the key is sent successfully.

Note: If there are building entrance lock,floor door lock and room door lock, all the ekeys of the smart locks will be generated and sent out in the same time

Scan ID card to input guest info
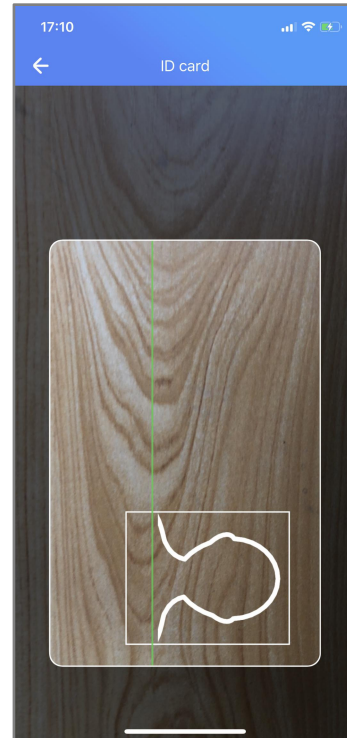
Set rental
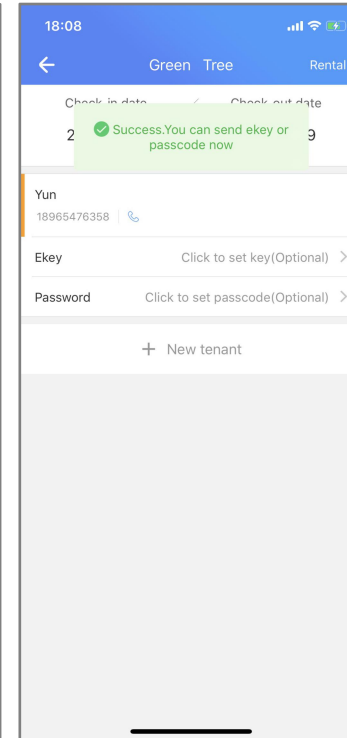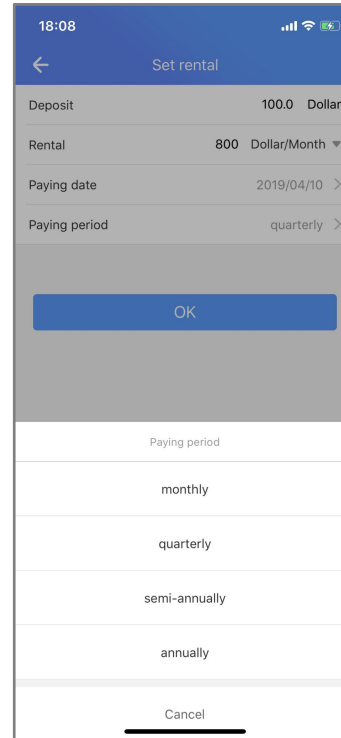
Send ekey to guest
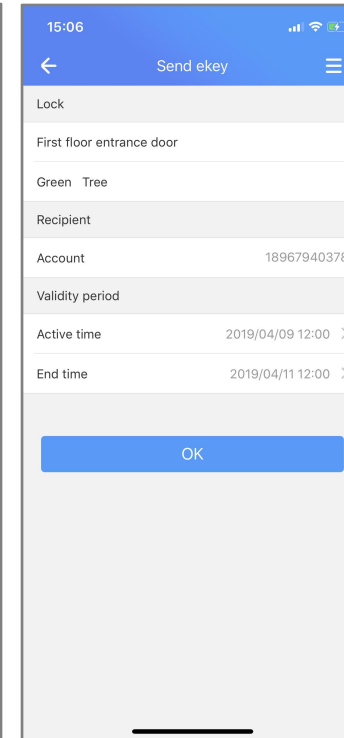
Send passcode to guest
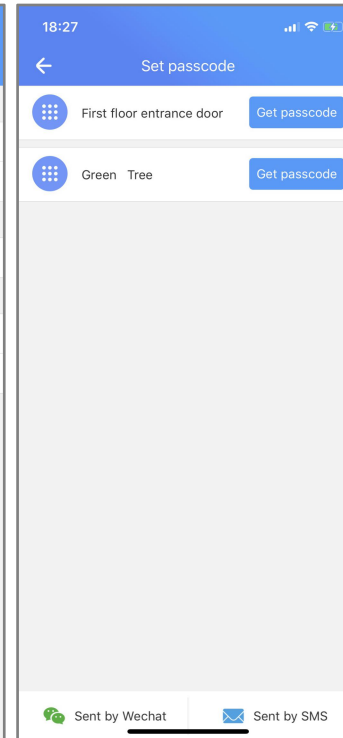
3.3 Check out

Click "Check Out" and the software will only display the rooms with the check-in records, and will be arranged from short to long depending on the check-out time. Go to the check-in screen and click on "Check out".

At the time of check-out, the state of the room can be selected according to the actual situation: "dirty room", "cleaning", "clean room".
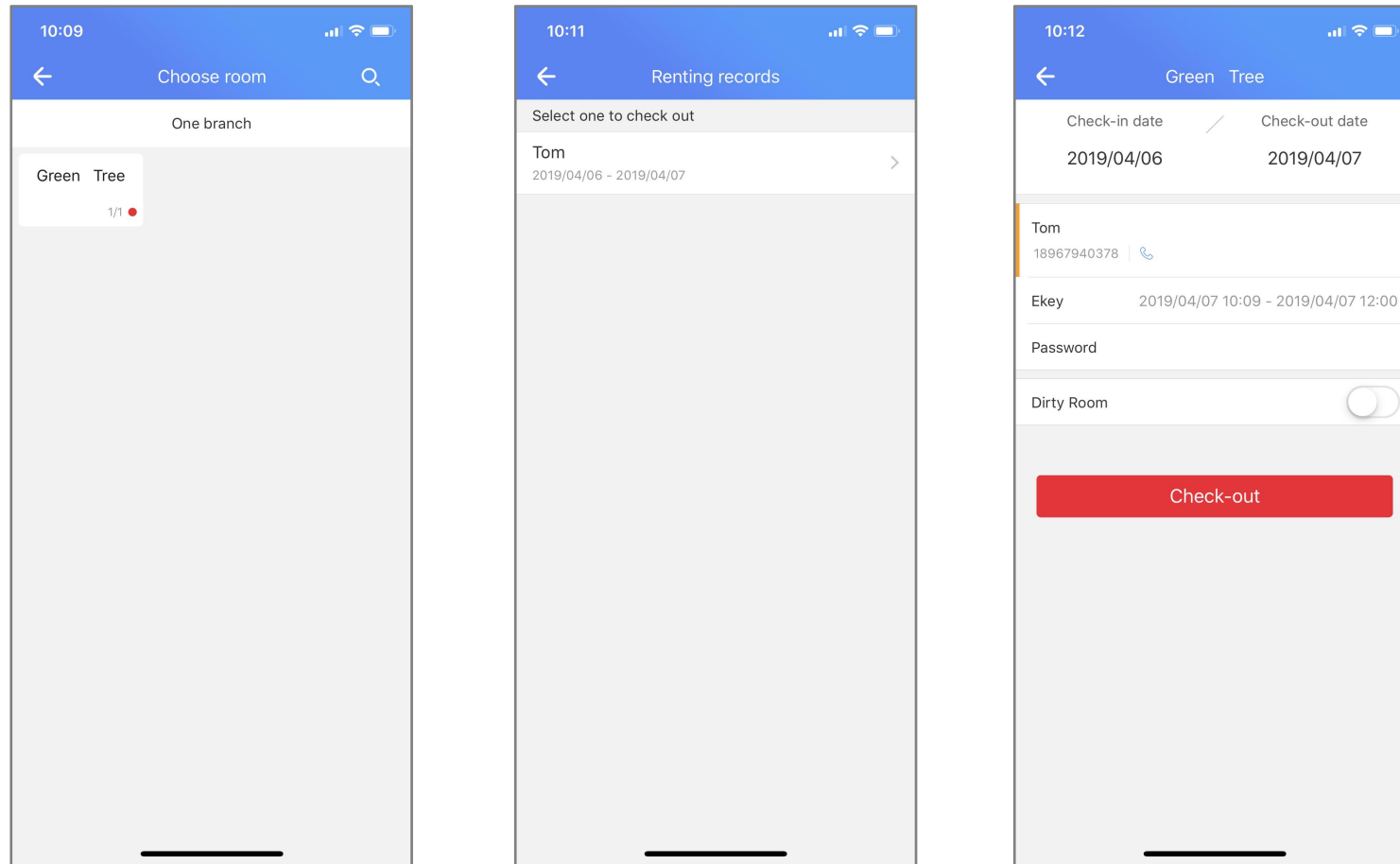
4.Tarent & Guest

Tenants who have checked in in the apartment can view it in the tenant module. You can slide left to delete the tenant. If there is an unfinished check-in record, you need to check out and delete.

Click on a "tenant" to view tenant information, ekey and lock password and check-in history. The tenant's name and mobile number cannot be modified. Click on the key and lock password to view all the ekey and lock passwords owned by the tenant. Swipe left to modify or delete. Click on an ekey or password to view the sender, recipient, time of transmission, and unlock record.

Log
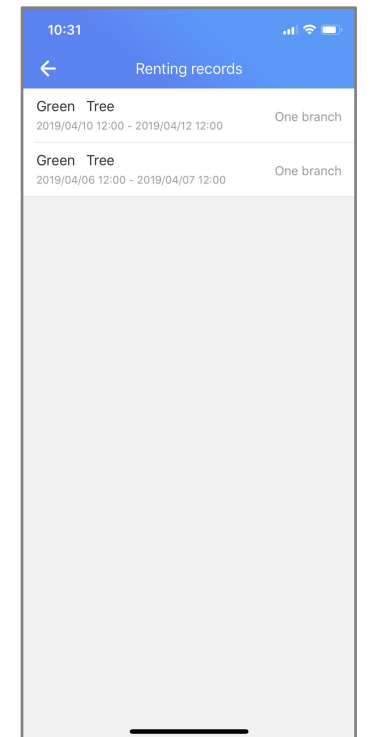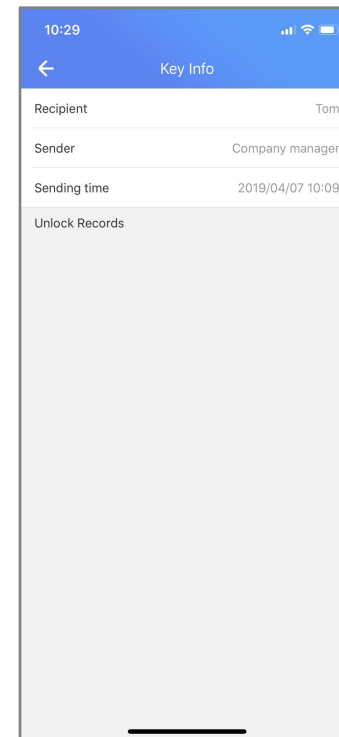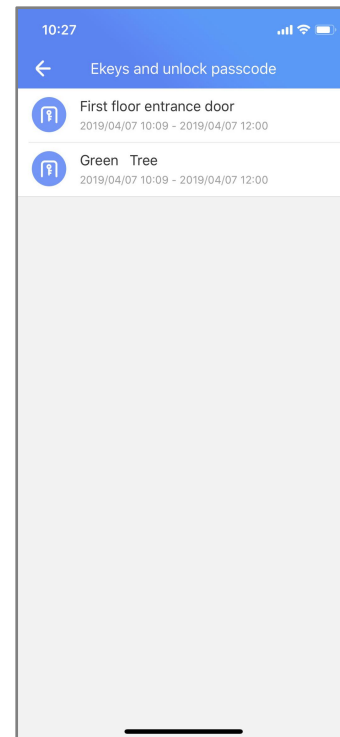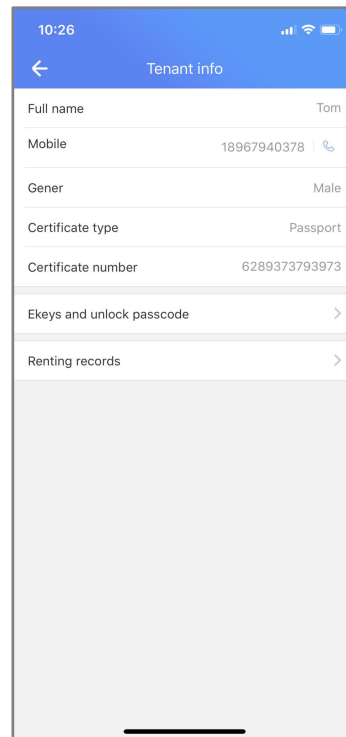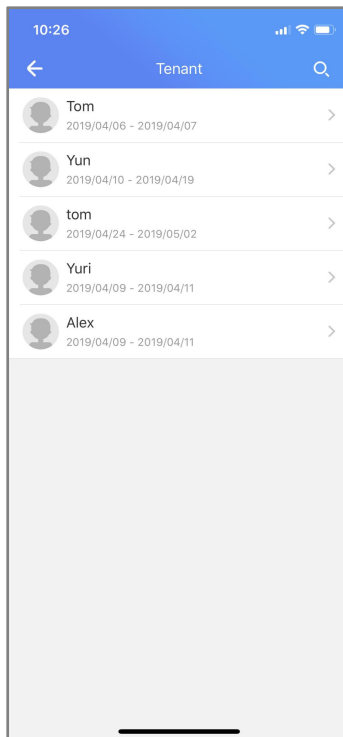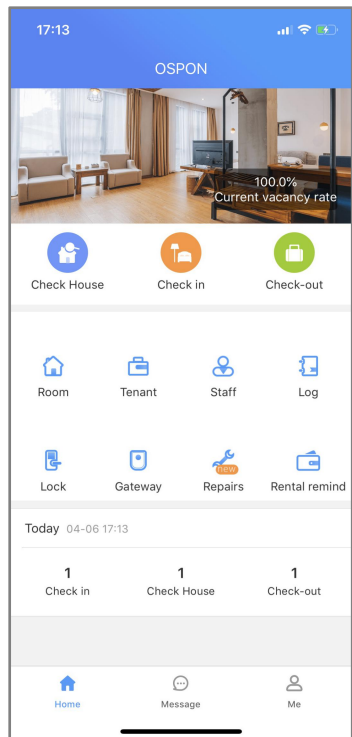
5.Log

The good housekeeper has the function of viewing the user operation log. In the log module, you can view the operation history of the data of the members of the company, including viewing, checking in, modifying the lease, modifying the rent, checking out, adding a room, deleting Records of operations such as adding a smart lock, deleting a door lock, resetting a key, resetting a password, moving to a recycle bin, etc.

Click the "Log" on the home page to enter the user operation log interface.Log can't be modified or deleted
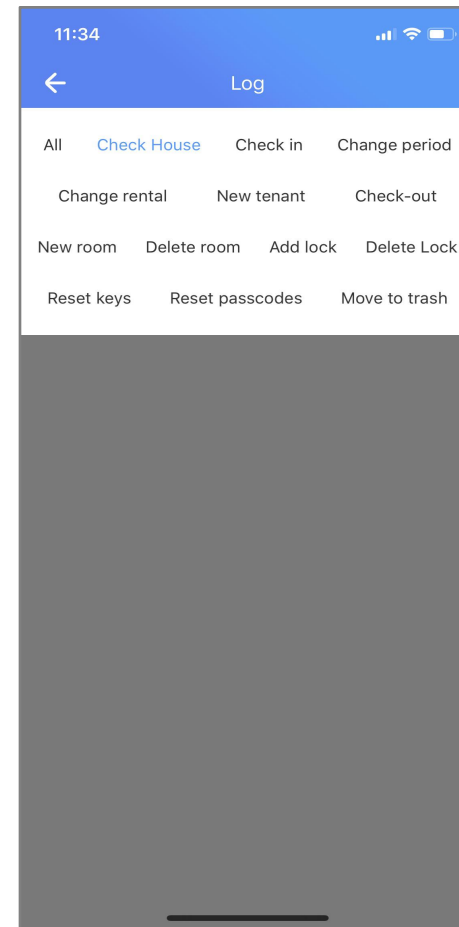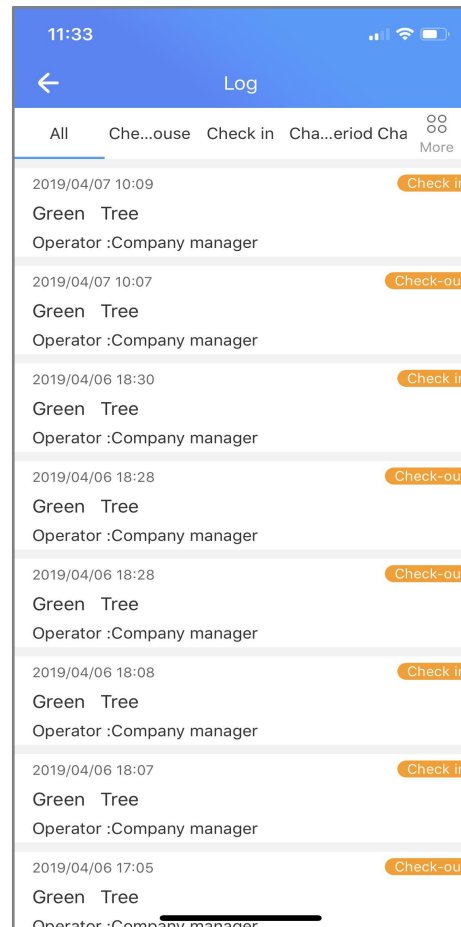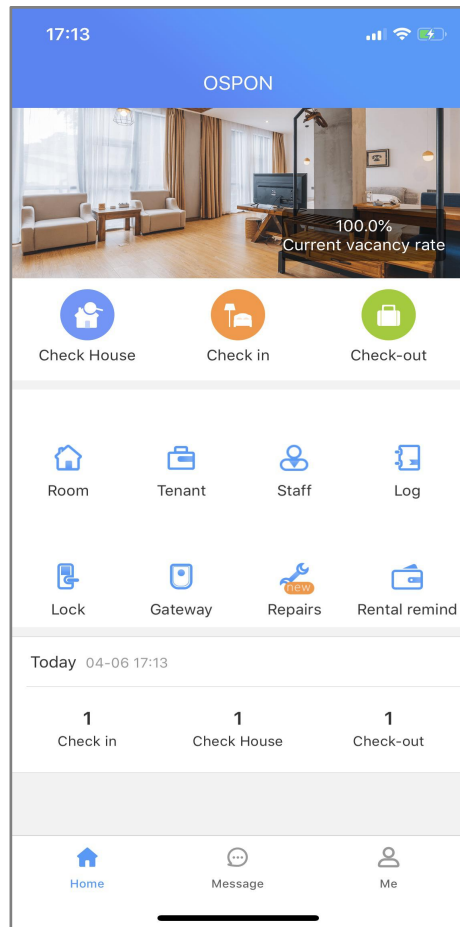
6.Lock

The lock module is mainly used to manage the smart locks installed in each branch. In this module, the user can search, add, view, delete, electronic key management, password management, and obtain the empty code.

The user can access the module by clicking on the "Lock" button on the home page.

6.1 Adding a lock

Click the "+" icon in the upper right corner to enter the smart lock add interface.

When adding a smart lock, you need to fill in the lock name, branch name, and purpose. After the information is filled in, it will automatically search for the surrounding Bluetooth lock.
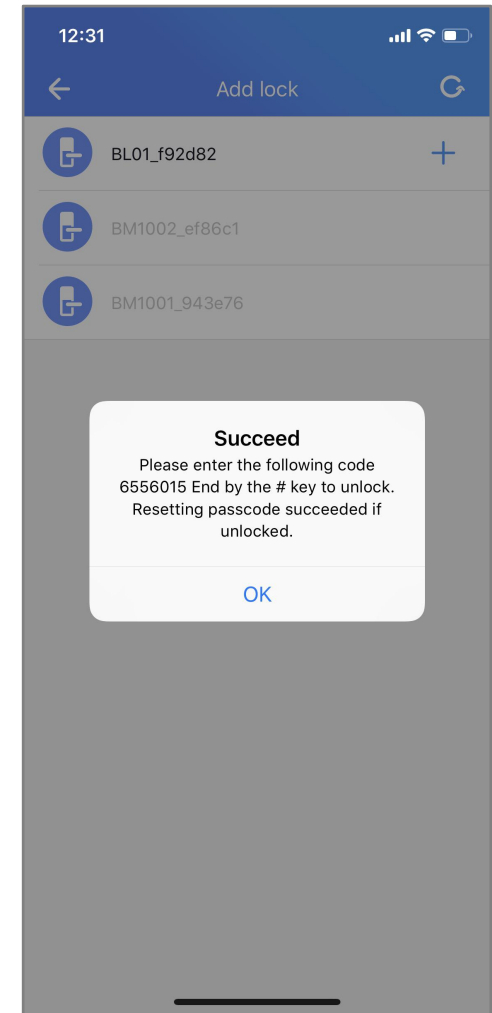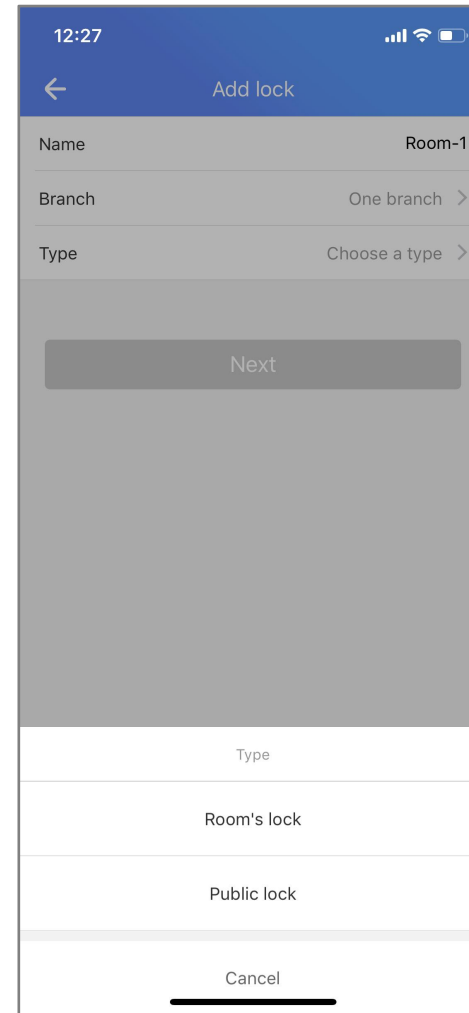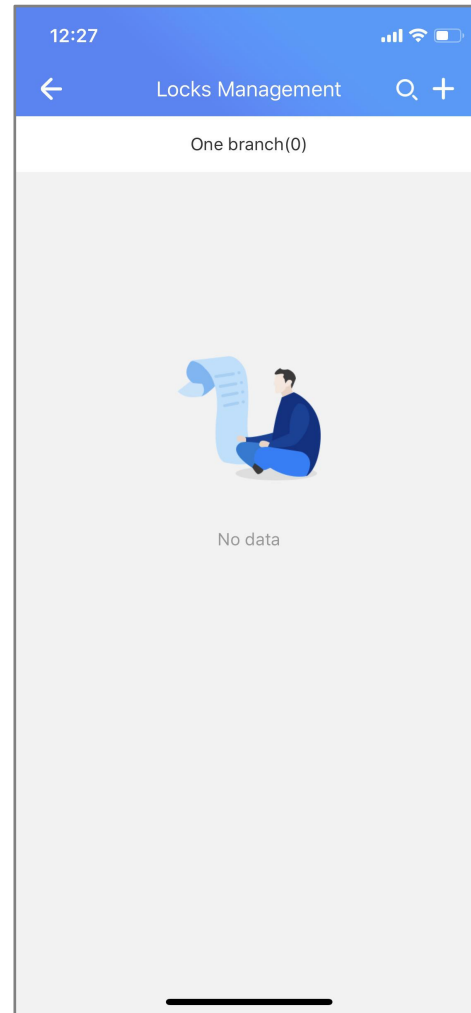
let the lock enter the addable state (touch lock keypad to light it up)，then find the lock you need to add, click "+ ". After the lock is added successfully。The lock will provide a one-time password, enter the password on the lock, and press the # key. Verify that the lock was added correctly.

6.2 Lock Management

The added lock can be displayed in the lock management interface, select the branch where the lock is located, or click the search icon in the upper right corner to find the target lock.

Click the lock to view the lock details, including the lock number, lock name, branch, electronic key, lock password, IC card, fingerprint and empty code. You can also perform calibration lock time, lock upgrade, fault diagnosis, view binding. For the gateway, etc., the actual manageable functions are determined by the lock model, and some locks do not have some of them.

12:33		
←	Locks Management	Q +

One branch (1)

	Room-1	
	70%	›

12:57		
←	Lock info	☰

Lock code	BM1002_ef86c1
Lock name	Room-2
Type	Room's lock
已绑定房间	Room-2
Branch	One branch
Key management	›
Passcode management	›
IC card management	›
Clearing passcode	›
Clock	›
Lock Upgrade	›
Fault Diagnosis	›
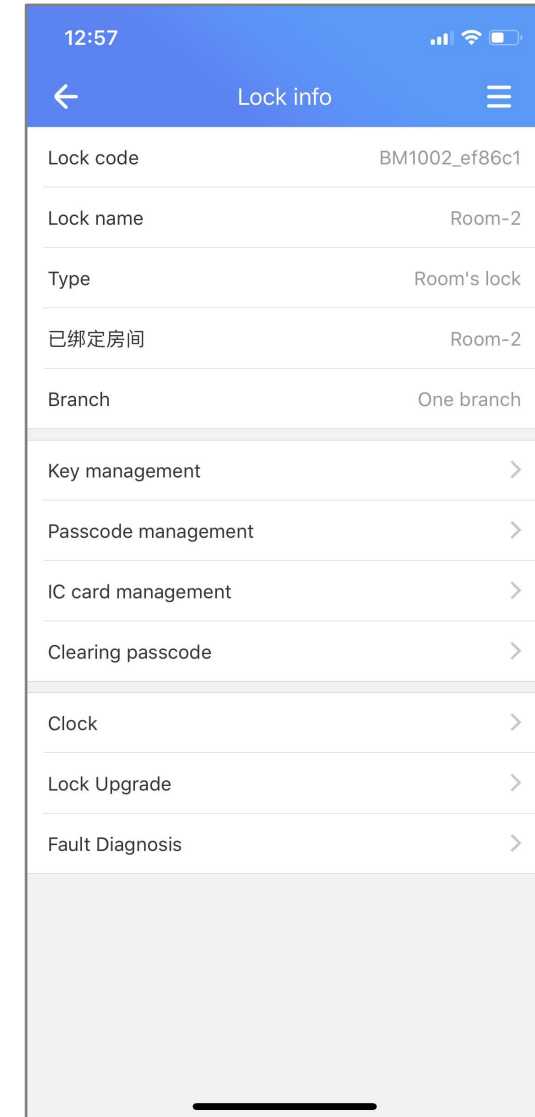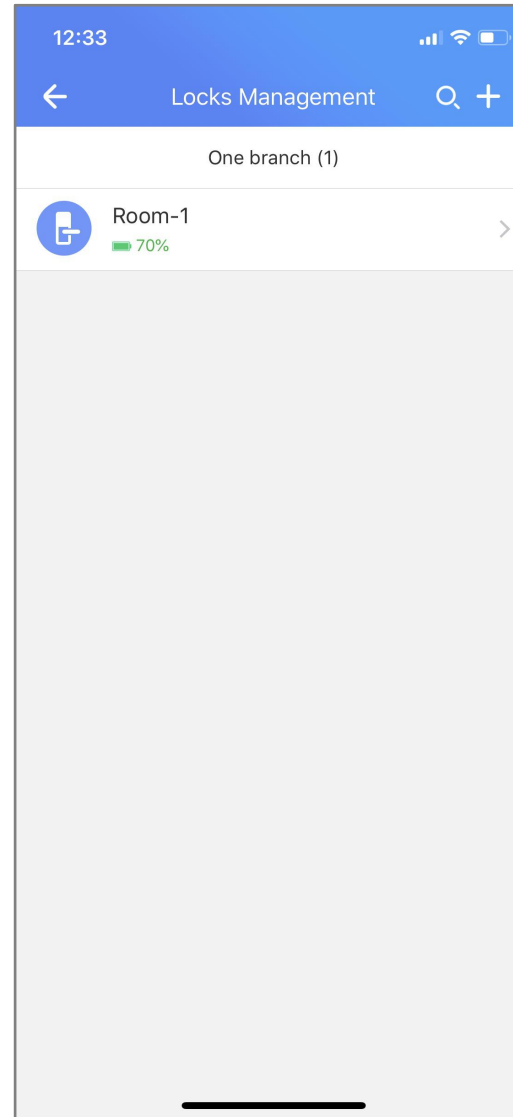
Lock- Ekey & Passcode management

6.2.1 Ekeys management

The key module can view the ekey of the lock. Includes time-limited keys and permanent keys. A time-limited key refers to an ekey with a valid period. The keys to be received and expired cannot be used, the difference between the two is that the key to be received can be used normally after receiving. Click Reset in the upper right corner. After entering the account password, the ekey will be reset and all keys will be invalid.Click on a single key to view the recipient account number of the key, the sender, the time of the transmission, and the record of the operation of the unlock.
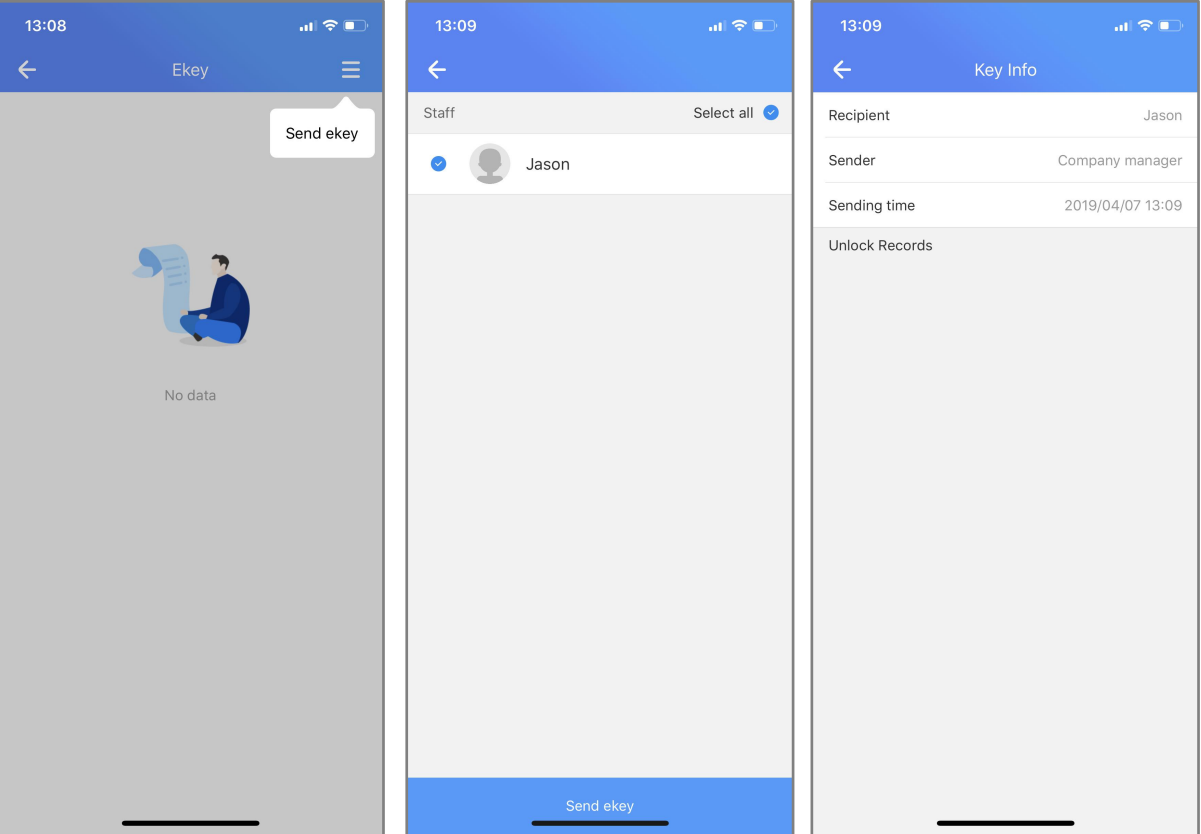
6.2.2 Password management

The password module can view the password of the lock, including time-limited passwords and permanent passwords. A time-limited password is a password with a valid period, and the passwords that are in effect and expired cannot be used. The difference between the two is that the password to be valid can be used normally after it takes effect. Click Reset in the upper right corner. After entering the account password, the password is reset and all passwords are invalid.Click on a single password to view the sender of the password, the time of the transmission, and the record of the operation of the unlock.
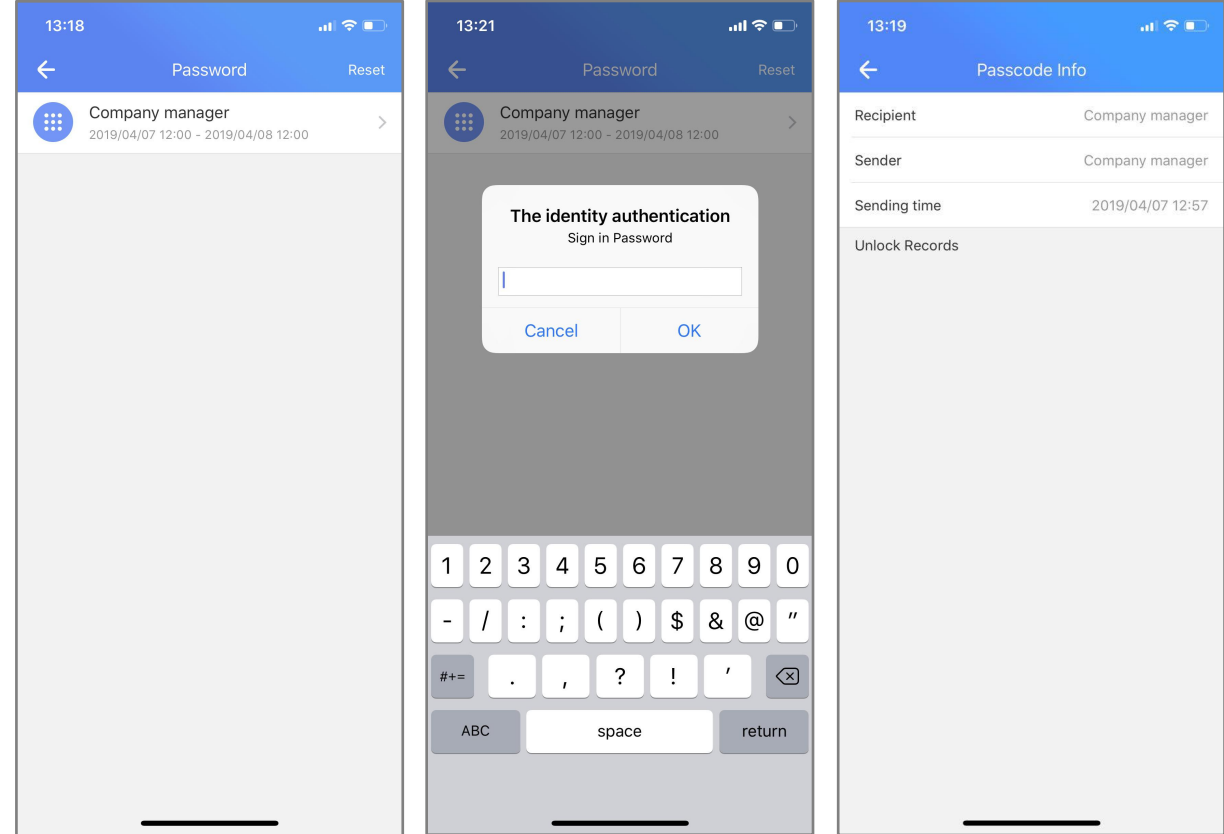
6.2.3 IC card management

The IC card module can view the IC card bound to the lock. The left or long press can name the IC card, modify the time (valid period), and delete the IC card.

Click on a single IC card to view the add-on of the password, the time of the addition, and the record of the operation of the unlock.

The IC card to be valid and expired cannot be used.
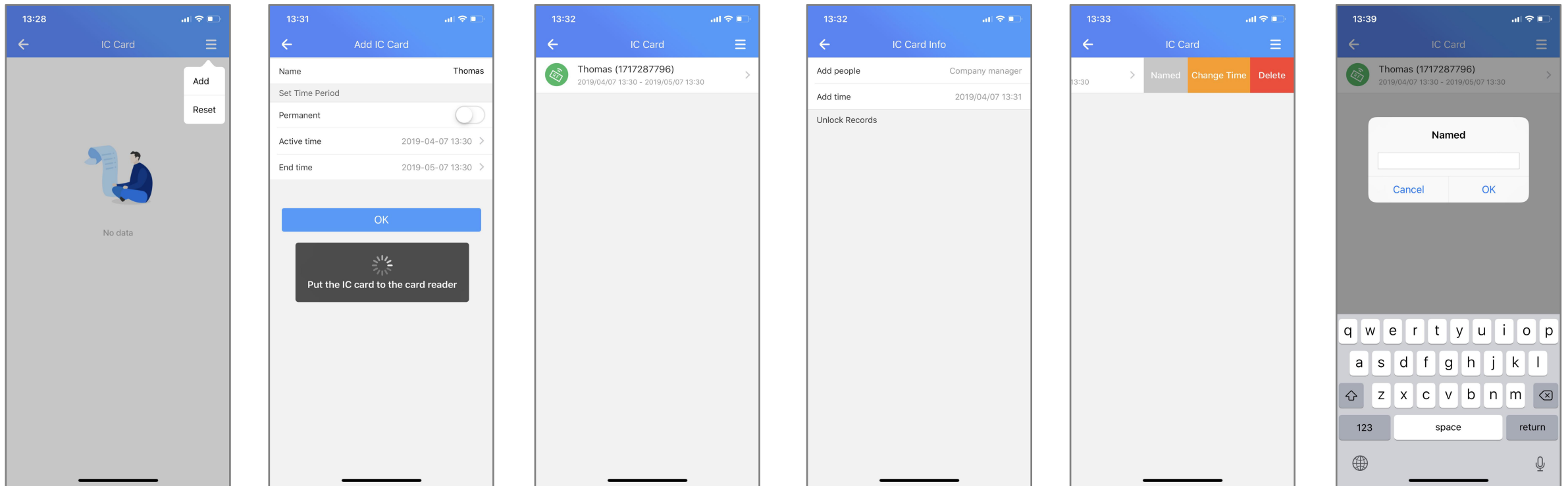
6.2.4 Fingerprint Management

The fingerprint management module can view all the fingerprints, and the left or long press name can name the fingerprint, modify the time (valid period), and delete the fingerprint. Click on a single fingerprint to view the adder of the fingerprint, the time of addition, and the record of the operation of unlocking it.
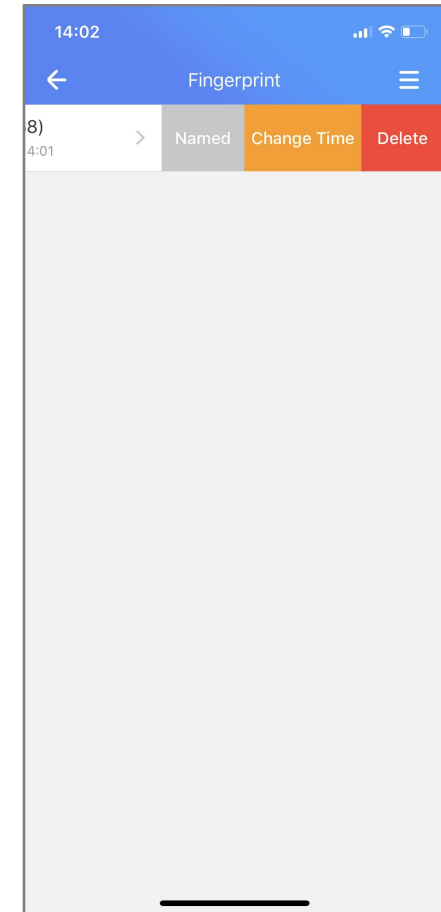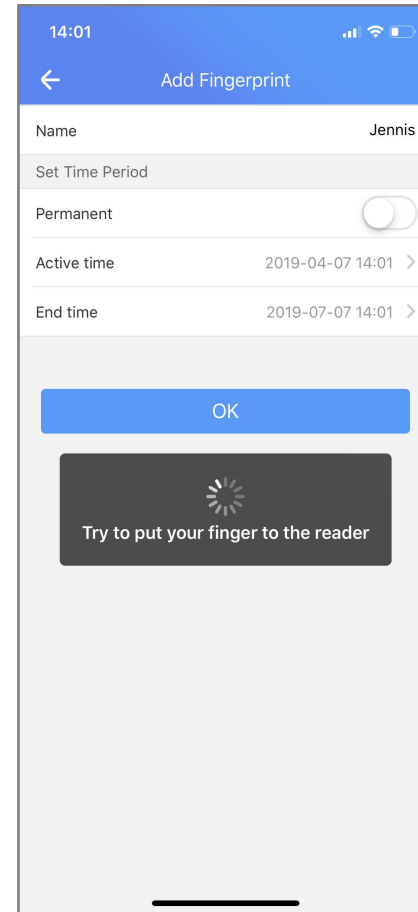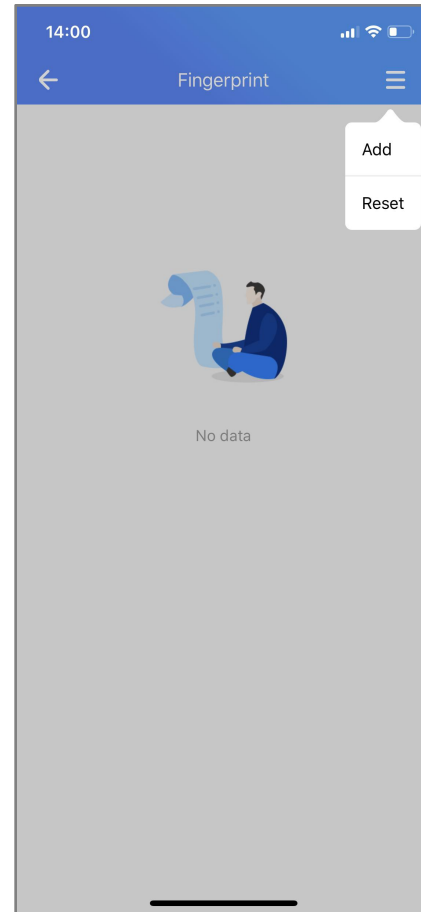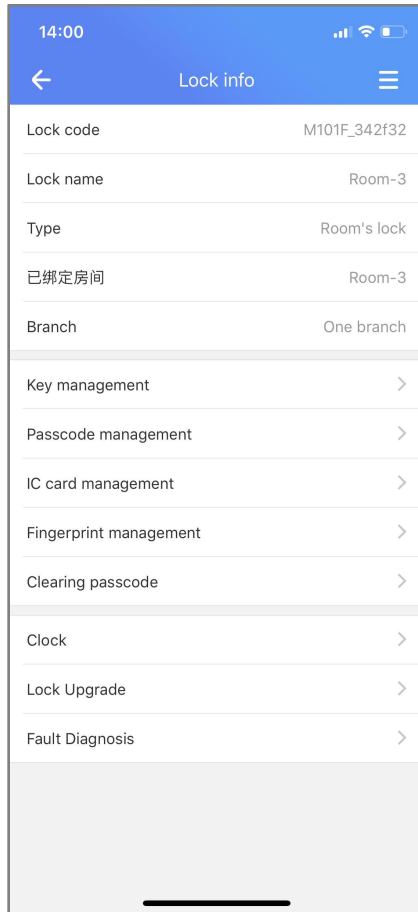
6.2.5 Other functions

Calibration lock time, lock upgrade, and fault diagnosis are all management of the lock hardware. In order to prevent the lock time from being different from the actual time when the lock time is adjusted, the key or password cannot be used. Click the calibration time button and the time will be updated to Beijing time.

The lock upgrade is an upgrade to the hardware inside the lock, including the improvement of the function and the repair of the bug. If the lock is already the latest version, there is no need to upgrade.

Fault diagnosis is to analyze the cause of the fault by reading the configuration information in the lock. The phone should be next to the lock when operating.

14:00	Lock info	
Lock code		M101F_342f32
Lock name		Room-3
Type		Room's lock
已绑定房间		Room-3
Branch		One branch
Key management		>
Passcode management		>
IC card management		>
Fingerprint management		>
Clearing passcode		>
Clock		>
Lock Upgrade		>
Fault Diagnosis		>

14:34 Lock Clock

2019-04-07 14:34:28

Adjust Clock

14:35 Lock Upgrade

No updates

Version:4.2.18.1023

Check for updates

14:34 Lock Clock

2019-04-07 14:34:28

Adjust Clock

6.3 Deleting a lock

The user can delete the lock in the lock information interface.

Click the menu button in the upper right corner and select "Delete Lock" to delete the currently selected lock. After deleting, the user can add this lock again. If the Bluetooth is damaged, the lock is faulty, etc., the lock cannot be deleted normally. You can select "Move to trash" and the lock will be completely deleted.
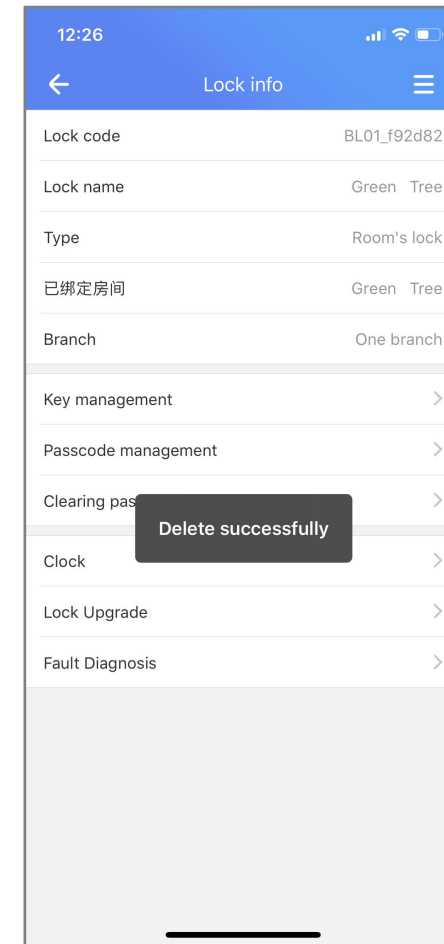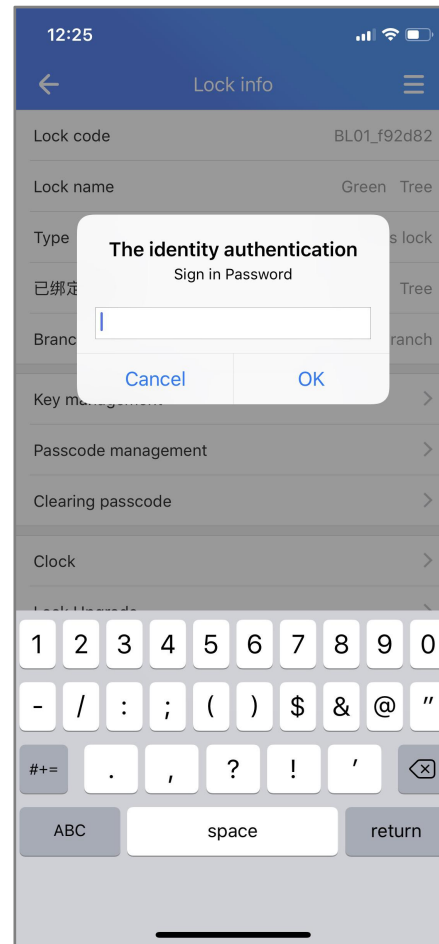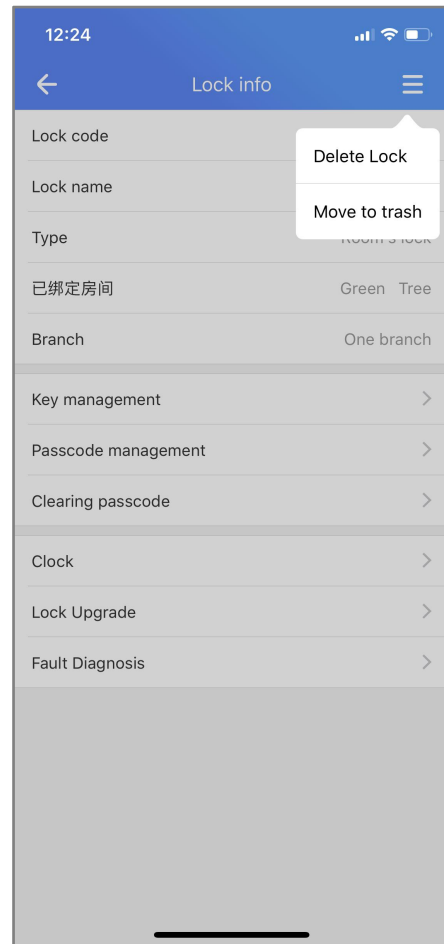
7，Gateway

The smart lock that binds the gateway can implement the following functions.

1. Remote unlocking 2. Remotely modify and delete password 3. Real-time view password unlock record 4. Remote card issuance

7.1 Adding a Gateway

Click the "+" in the upper right corner to add a Bluetooth Smart Lock.

When adding a gateway, the user needs to correctly fill in the WIFI information of the current App connection, set the gateway name and select the corresponding branch information, and click "Next".

When the gateway is powered on, press and hold the setting button on the gateway. When the green indicator light flashes quickly, the gateway enters the addable state, and continues to click "Next", the App will match the connection with the gateway.After the gateway is installed, the locks near the gateway can be automatically bound. When the page prompts "Connected successfully", the Bluetooth gateway is added successfully.
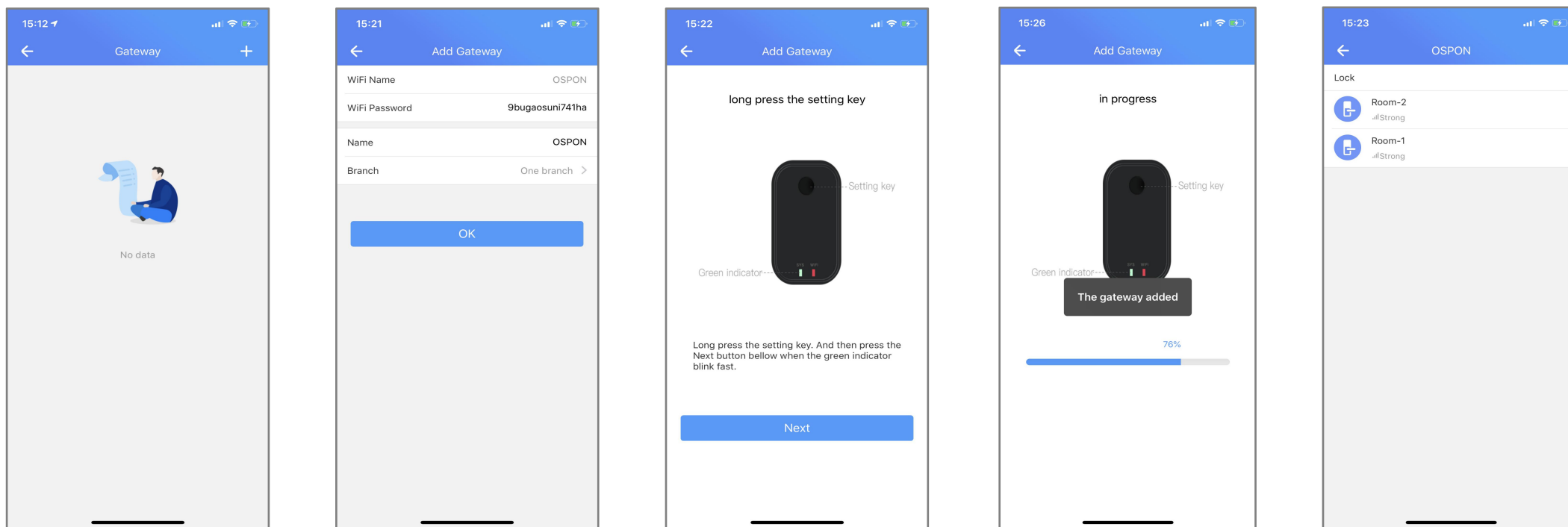
Staff-New staff and management

8.1 & 8.2 New staff and management

Click on the "+" in the top right corner to add a new staff under the company name. When adding an staff, you need to fill in the account number, name, mobile phone number, and post information of the new staff. The account number, name, and mobile phone number are required. After the account is filled in, it is not allowed to be modified.

Note: The new staff mobile no. added must not be in any other company name. If there is a company, the staff needs to withdraw from the original company before adding.

Slide left to delete an employee. Click on the employee name to view and modify the employee's name, mobile number, key, lock password, post and other information. The employee's mobile number can be dialed directly in the software.
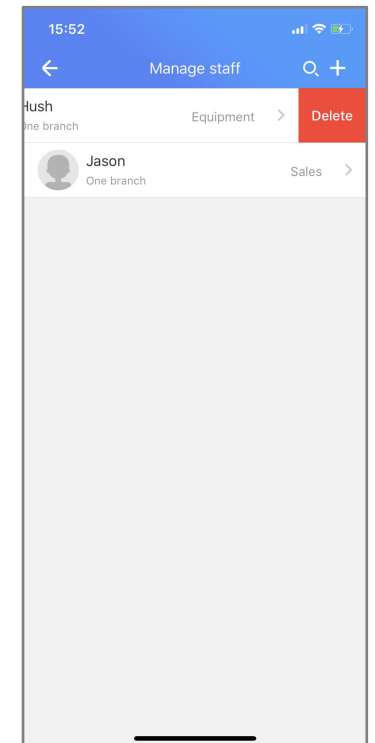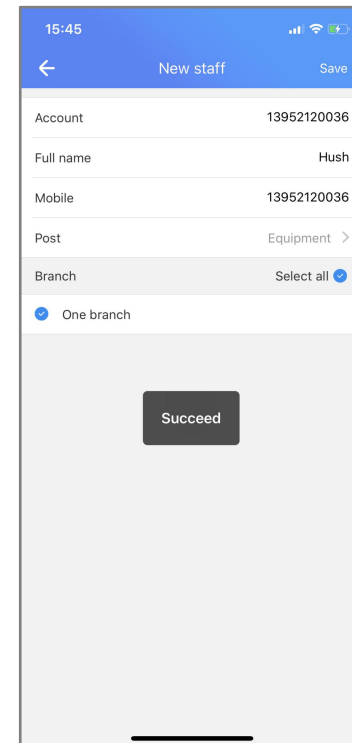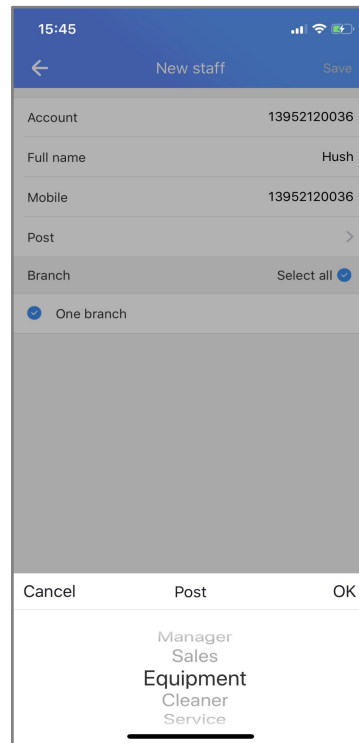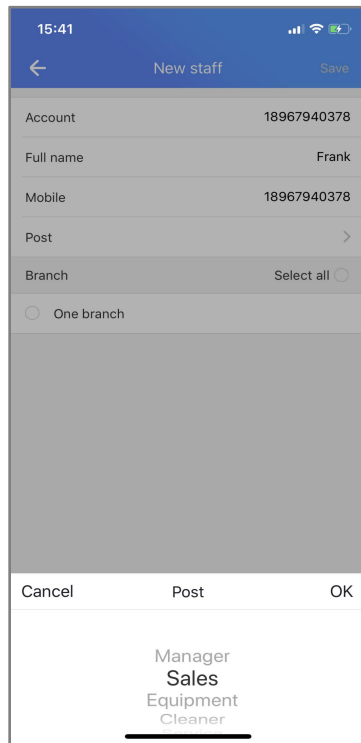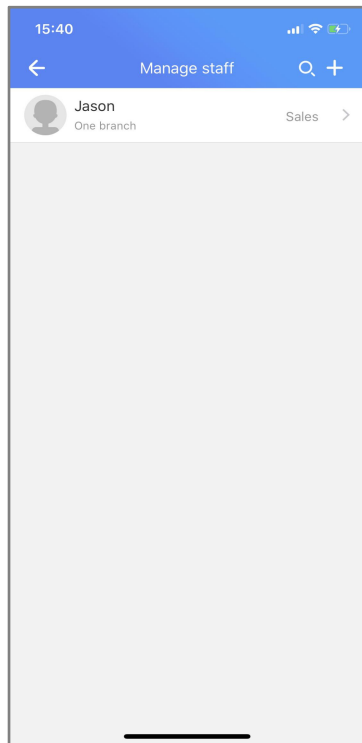
8.3 Ekey management

Click "Key Management" to enter the employee key management interface. Click on the menu button in the upper right corner to "grant the key" to the employee, select the key to be granted and click OK. The electronic key will be sent to the target employee, who can use the electronic key to unlock the operation. After the key is granted, the administrator can view all the electronic keys under the employee's name, or continue to select the "grant key" or delete the key through the menu icon in the upper right corner. After the key is deleted, the employee will no longer be able to unlock using the corresponding key.
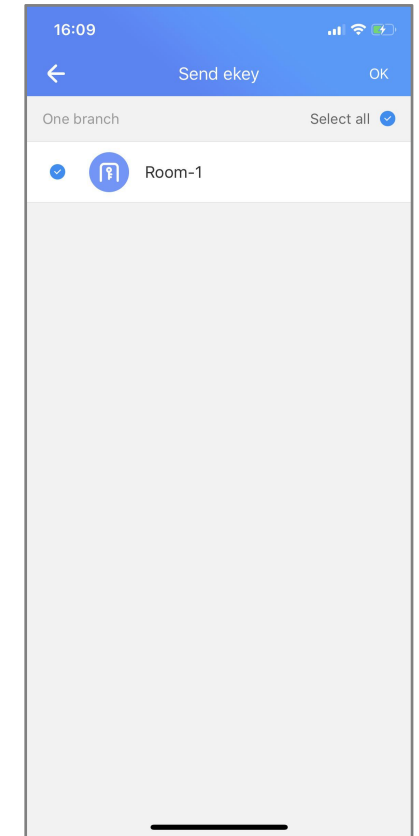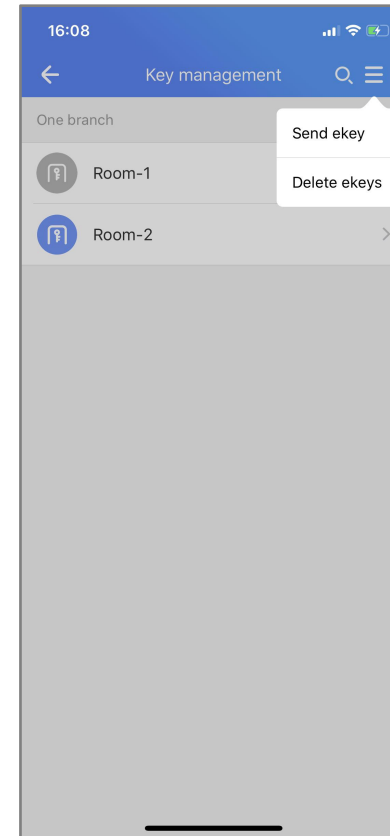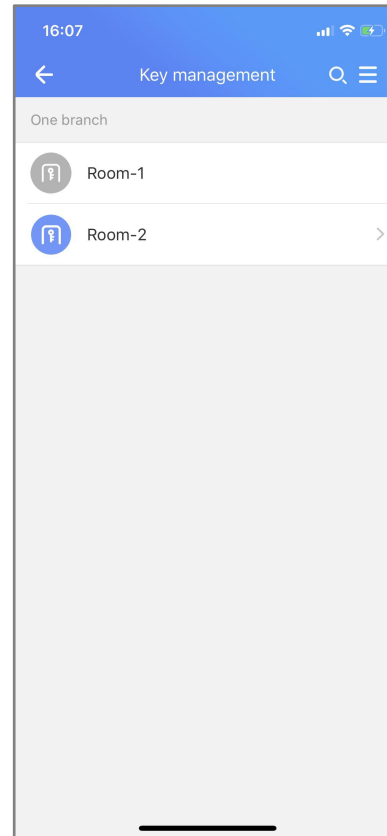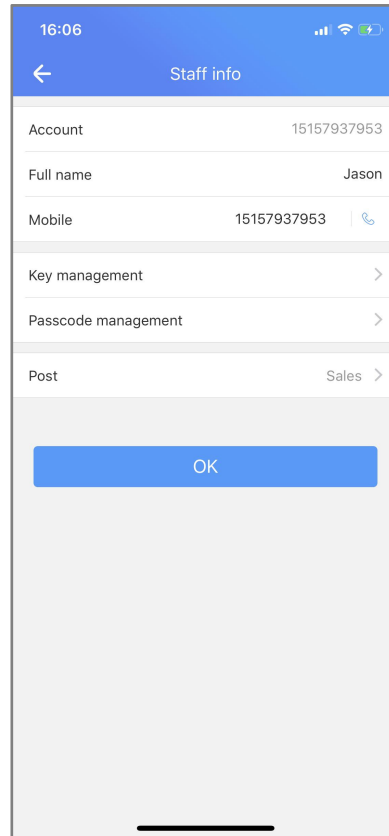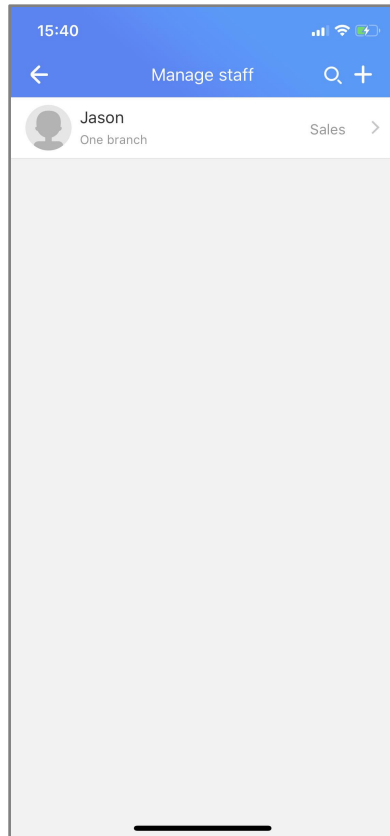
8.4 Passcode management

Click "Lock Passcode Management" to view the lock passcode owned by the staff. In the upper right corner menu, you can select "View All" and "View Only Password". Click on a single lock password to view all of the staff's passcode and their details, or click "Generate New Password" to send a time-limited password to the staff.
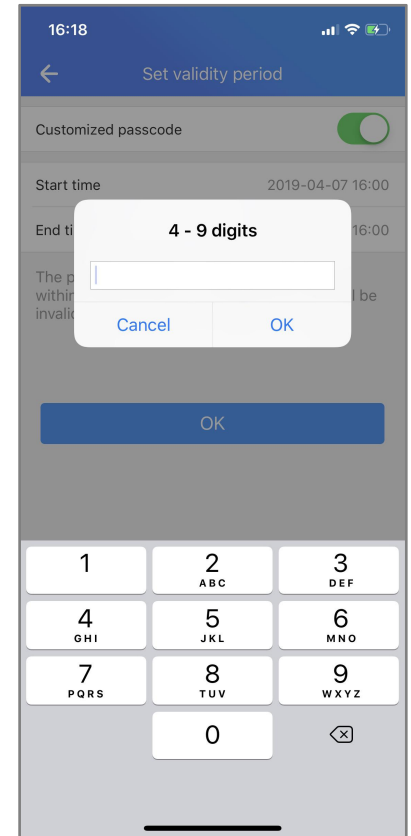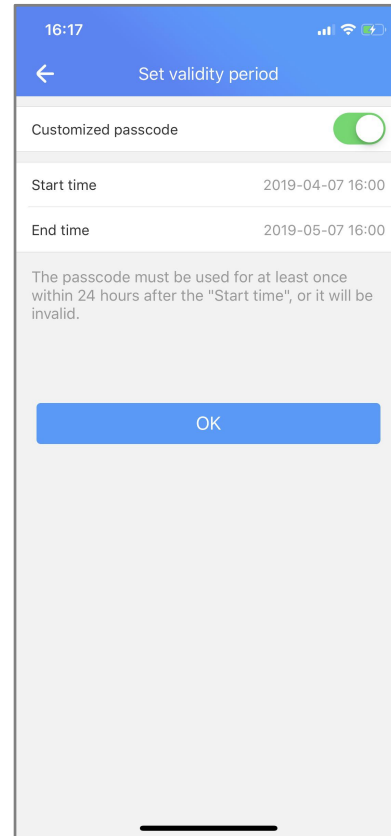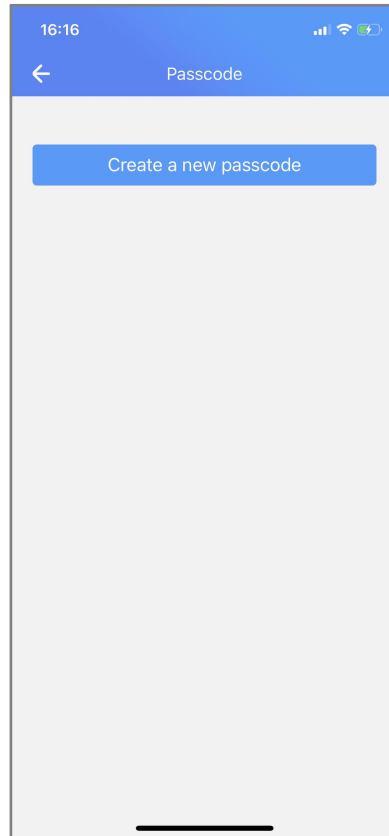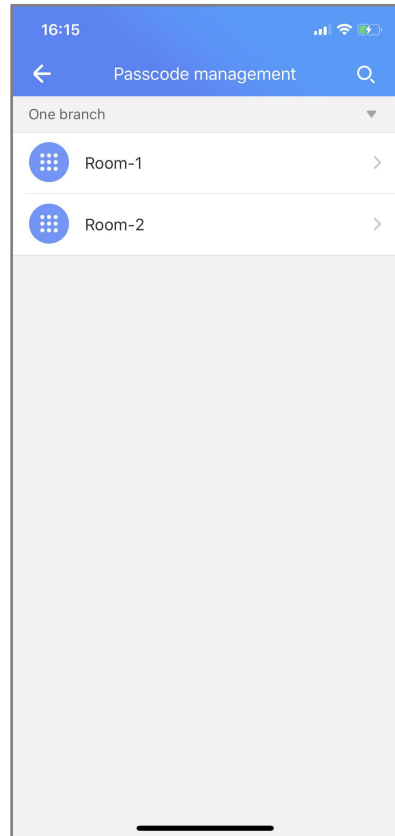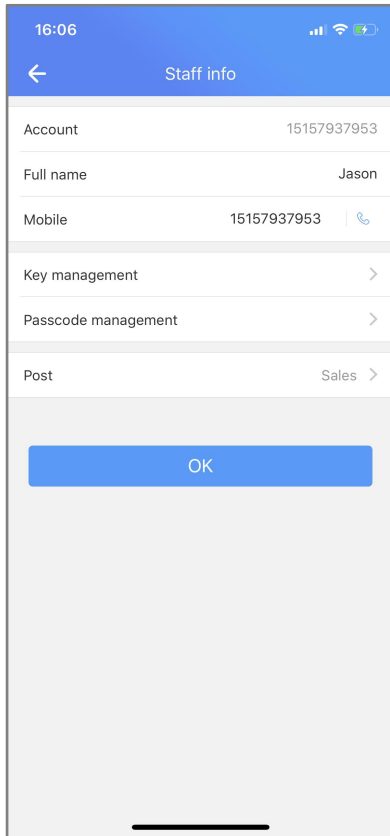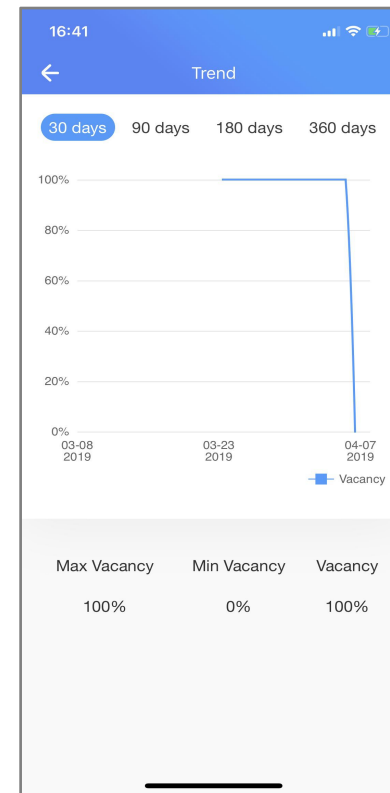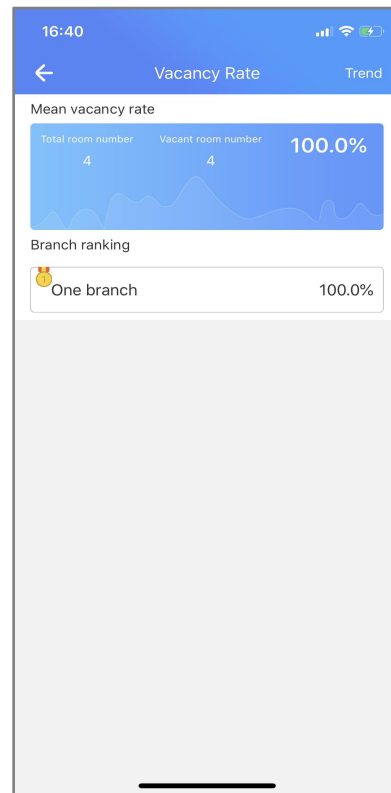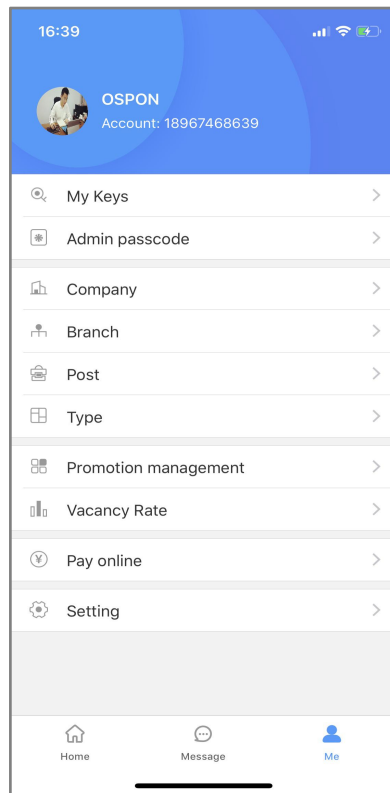
Vacancy

9.Vacancy rate

The vacancy rate is the ratio of the number of unoccupied rooms to the total number of rooms.

In the vacancy rate interface, you can view the vacant time of each room in each branch, and you can also view the overall vacancy rate trend of all rooms in the company.

9.1 vacancy rate interface

The vacancy rate interface allows you to view average vacancy rates and store leaderboard information. Among them, the average vacancy rate refers to the average vacancy rate of each branch under the company name. The store rankings are the ranking information of the branches in the company's name. The vacancy rate is ranked from low to high. The higher the ranking, the higher the occupancy rate. high.Users can view changes in vacancy rates for 30 days, 90 days, 180 days, and 360 days.
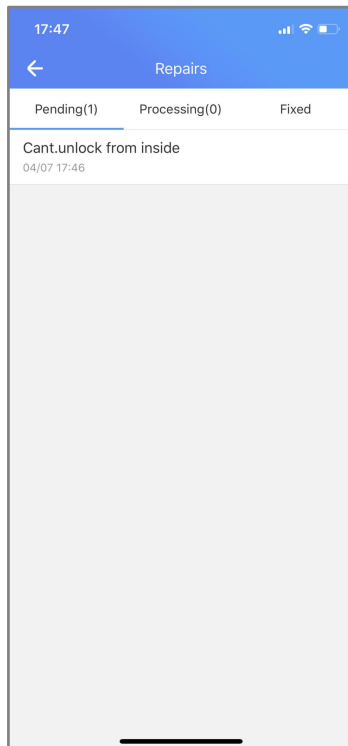
10.Repair

In the repair interface, the administrator or staff can view the user's repair details and processing status.

The processing status is divided into three types: pending, processed, and resolved.

Clicking on the repair information, you can view the picture information of the repair, the repairer, the contact number, the branch, the processing person, the processing status, etc. The apartment staff will modify the real-time status of the repair according to the actual situation.
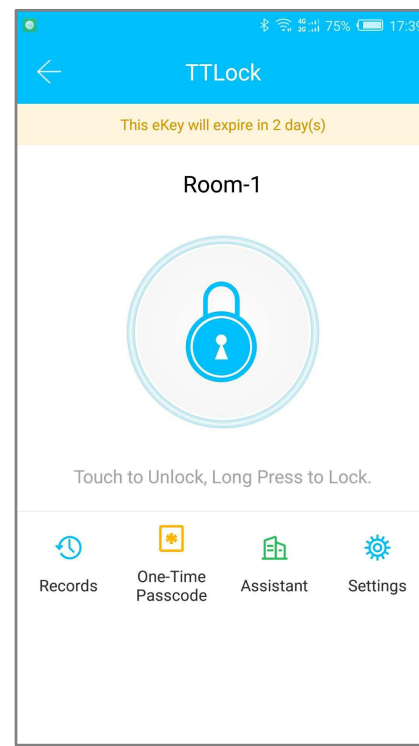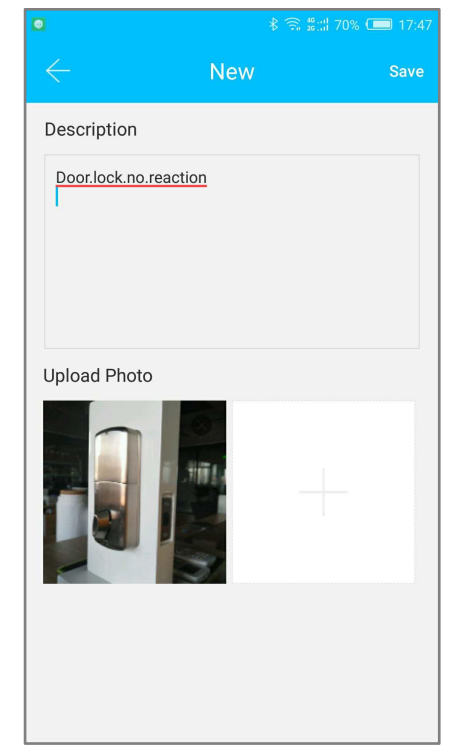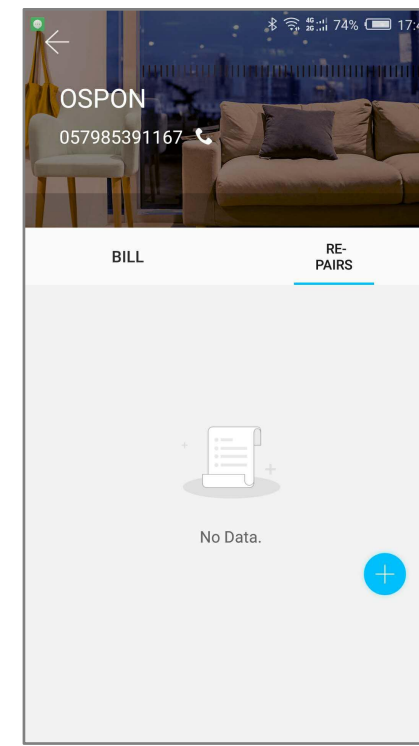
Check "repairs"

Check repair detail
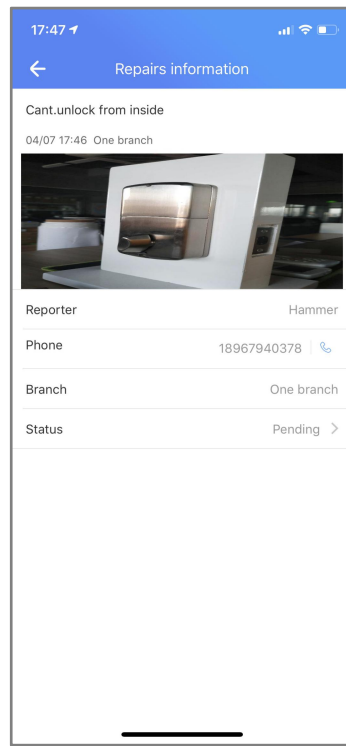
Tenant upload repair information

Describe the situation and take photoes of the problem

11.Rental remind

The rent is used to manage the tenant's rent payment, including the tenant's rent, water, electricity, gas, broadband, and property fees. The rent reminder will remind the apartment to collect the rent 15 days in advance according to the rent collection period filled in at the time of check-in.

The user clicks on the "Rental remind" on the home page and enters the tenant rent collection module.

Under this page, users can view the payment of the rent of each branch's tenant, filter the target store or select all the branches, you can view the situation of different branches.
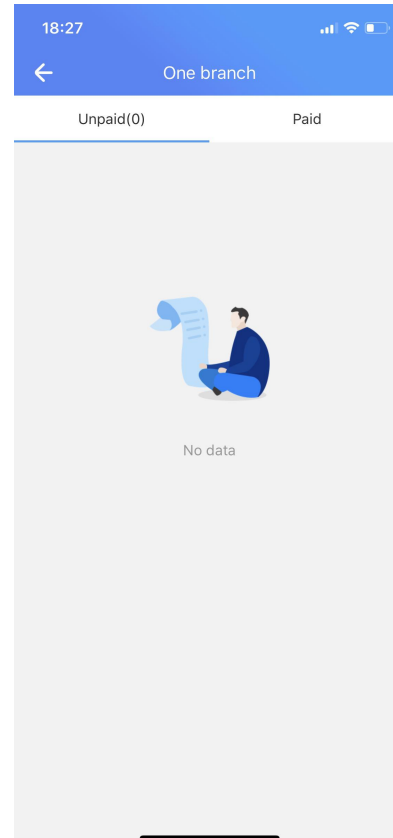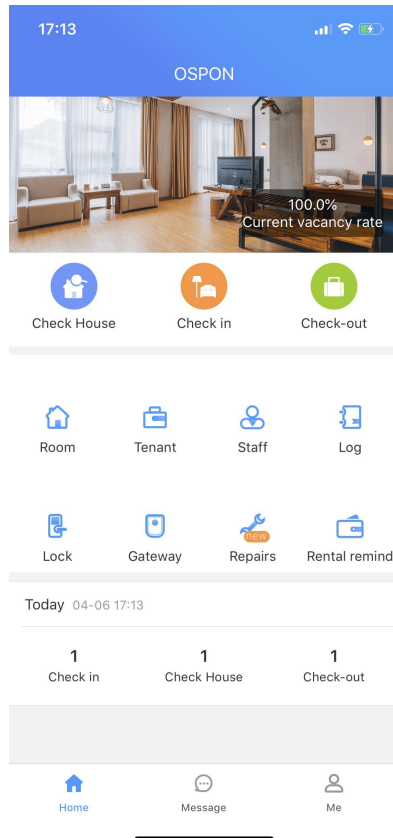
12.Today overview

Today's overview is used to check the check-in, check-house and check-out status of the day.

Users can view the statistics of the staying information on the current day in the "Today's overview" on the homepage. Click on the module to enter the overview interface. In this interface, you can view statistics such as recent check-in and viewing.
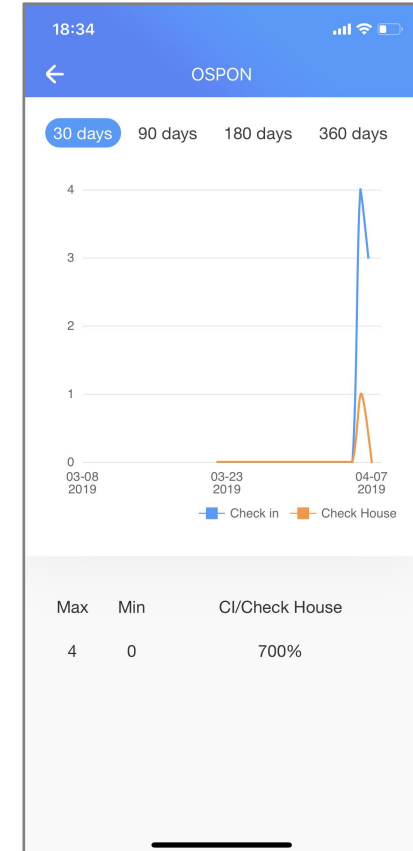
13.Message

The message module will push the latest updates to the administrator, such as check-in, delete smart locks and other news. For staffs, it mainly pushes the request for viewing, receives the key or password. Messages that are not viewed will have a yellow flag alert. Click on a message to view the details of the message. Click Edit in the upper right corner to select all messages. You can also slide left or long press to delete.
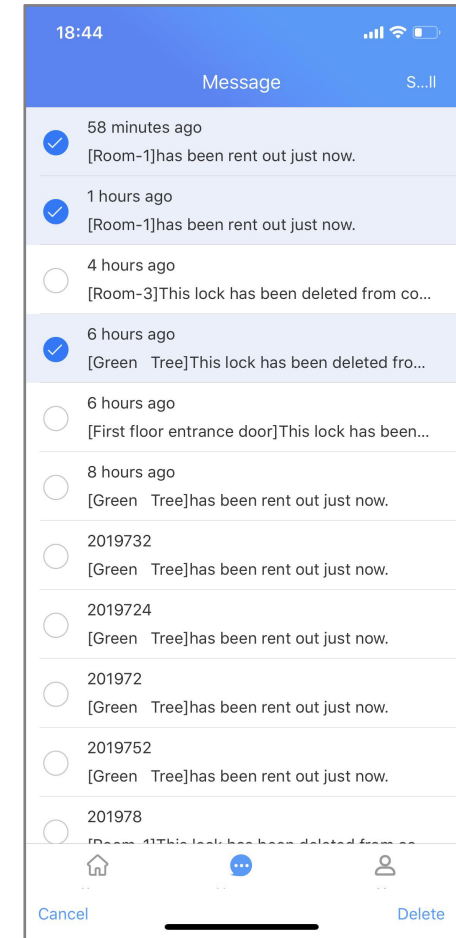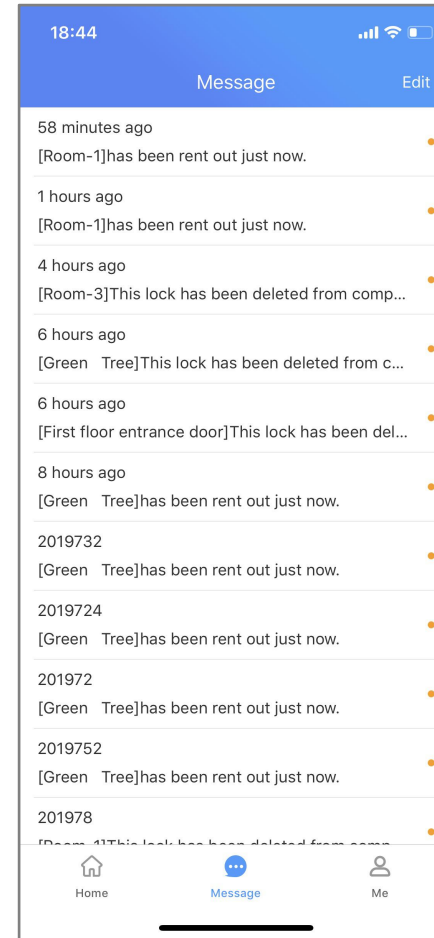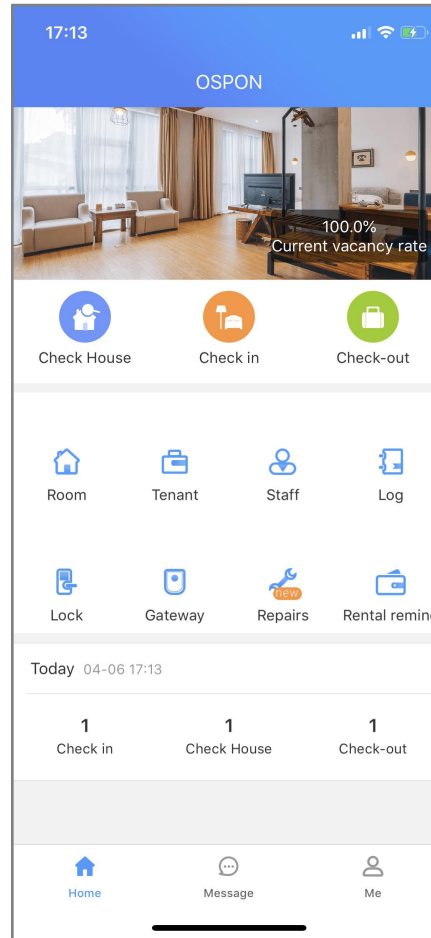
Personal center

## 1.Administrator function introduction

According to the user's position difference, the personal center has two forms:**Administrator interface** and the **Staff interface**.

The administrator interface includes: my keys, admin password;

Company management includes: company, branch, post, room type;

Business management includes: Promotion management, vacancy rate, pay online; setting.
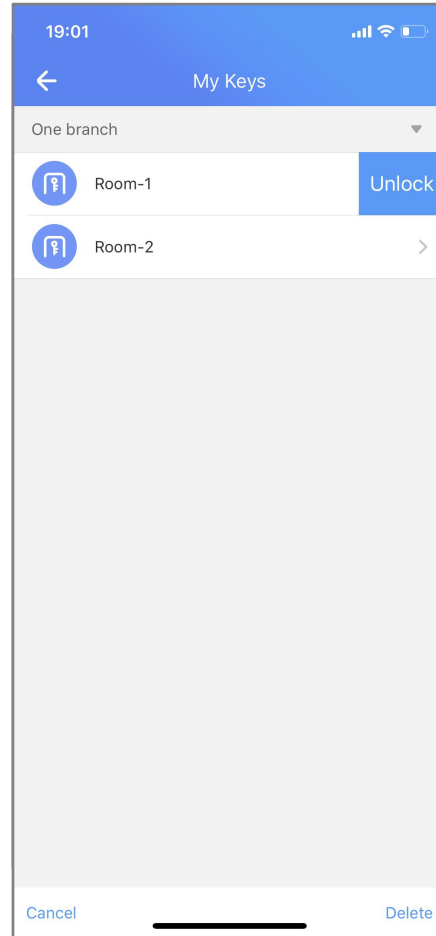
Staff interface includes: my keys, my unlock passcode, preferenes.
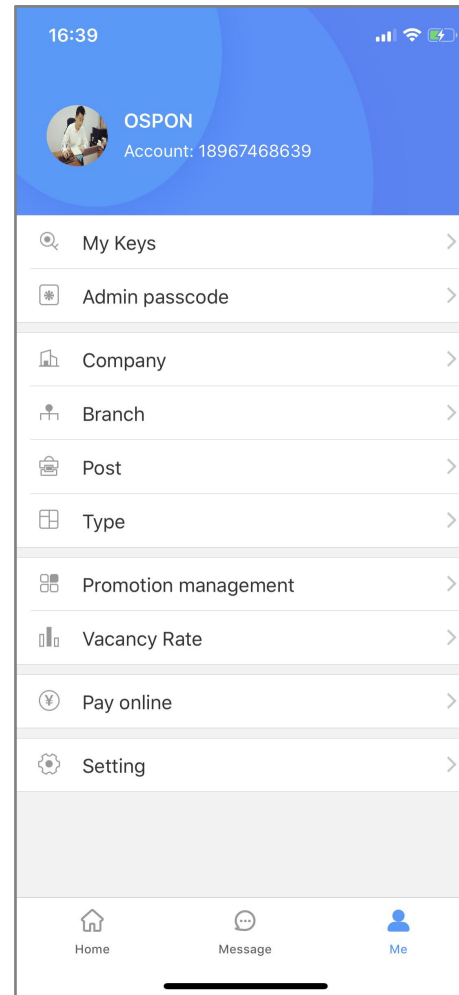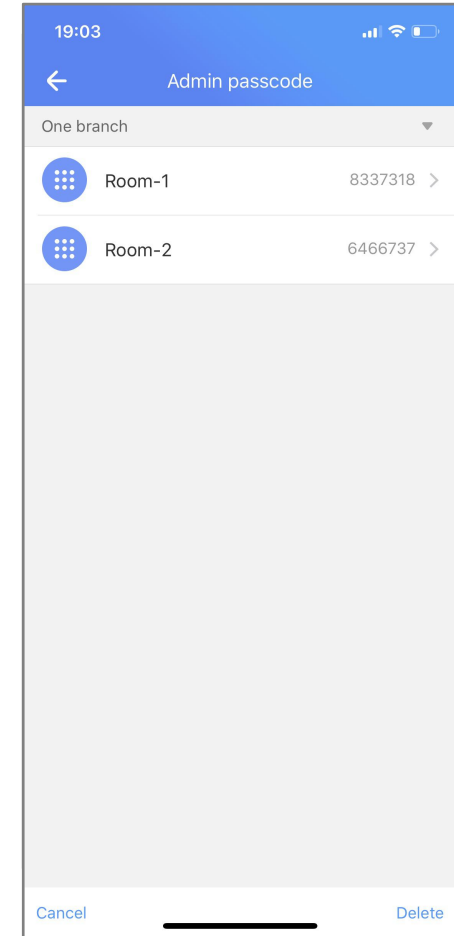
1.1 My keys,Admin passcode

My key:

It contains all the door lock keys owned by the administrator. The key is sorted according to the branch, click the key that needs to open the door, the door open button will appear, and the door open button will open.
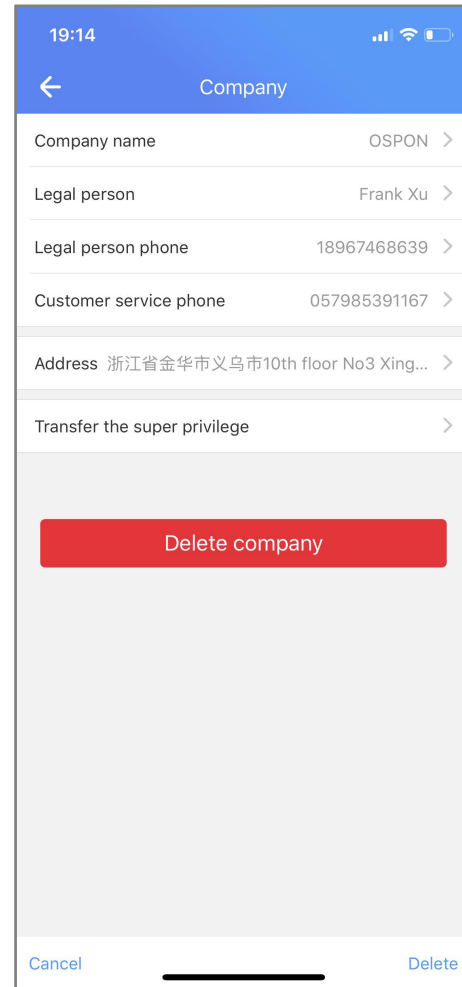
Administrator password:

It contains the initial password for all the door locks owned by the administrator. The password is classified according to the branch, enter the password on the lock, and press the # key to open the door.

My Keys

One branch	▼
🔑 Room-1	Unlock
🔑 Room-2	›

Cancel   Delete

Admin passcode

One branch	▼
⠿ Room-1	8337318 ›
⠿ Room-2	6466737 ›

Cancel   Delete
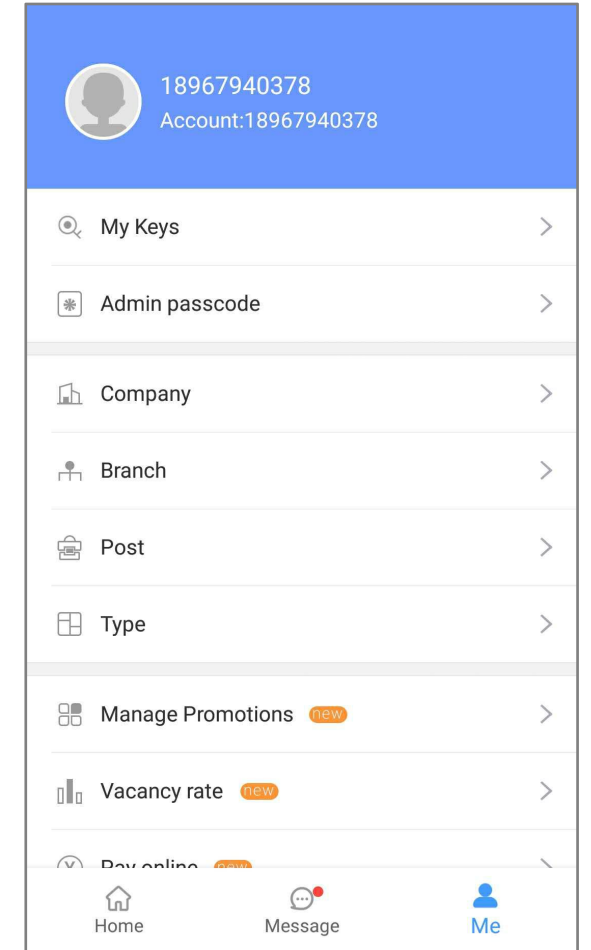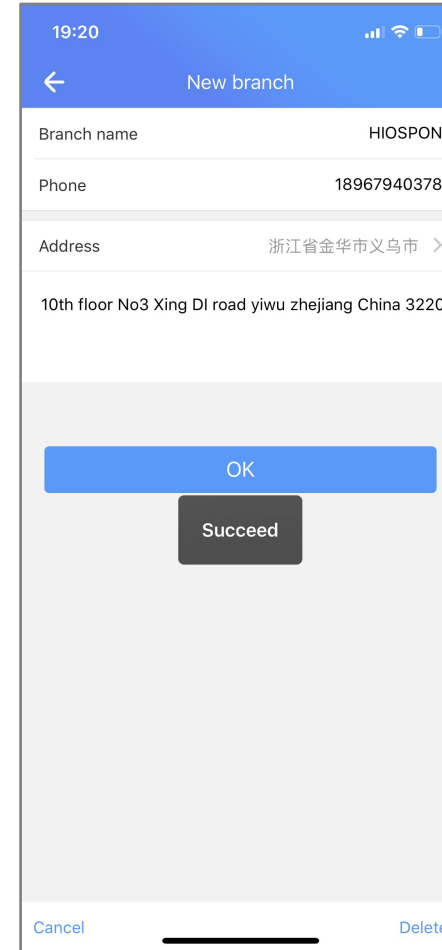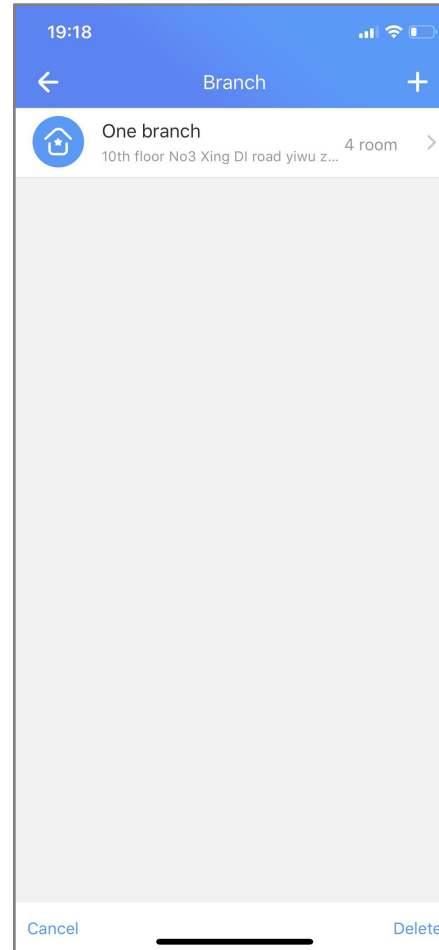
1.2 Company

1.2.1 Company

It contains the company's basic information: company name, legal person, legal person phone, customer service phone, address, Transfer the super privilege. The company's basic information can be modified by clicking on it. The transfer company administrator will verify the identity of the transferor, obtain the verification code through the registered account number (mobile phone number or email address), click Next, and then select the recipient's account number (the recipient must be the company's employee). Click OK, the administrator transfer is successful, and the previously managed keys, rooms, passwords, employees, etc. will be transferred together. After the transfer, the transferor will lose the management of the company and the recipient becomes the administrator of the company.

19:14	
← Company	
Company name	OSPON >
Legal person	Frank Xu >
Legal person phone	18967468639 >
Customer service phone	057985391167 >
Address 浙江省金华市义乌市10th floor No3 Xing...	>
Transfer the super privilege	>

Delete company

Cancel   Delete

19:14	
← Transfer the super privilege	
SMS verification code	Get code

Next

Verify by email

Cancel   Delete

1.2.2 Branch

Branch display the store name, address and the total number of rooms in the room. Left or long press to delete the branch.

Add a room and click "+" in the upper right corner to enter the store name and phone number of the branch. The address is the same as the company's address by default and can be modified. Click on a branch to go to the store information page to change the name, contact number and address of the store.

1.2.3 Post

Management of company post. After entering the post entrance, the name of the post and the number of positions are displayed. Left or long press to delete a post

Add a post Click on the "+" in the upper right corner, enter the name of the post, select the post privilege (the selected privilege is highlighted in blue), and have the privilege to manage the corresponding function. If you have any questions about the permissions, click "?" next to the permission management to enter the permission description page. Each permission has a detailed explanation.

Click on a post to enter the post information page, you can change the post name, view the post staff, and modify the post permissions.
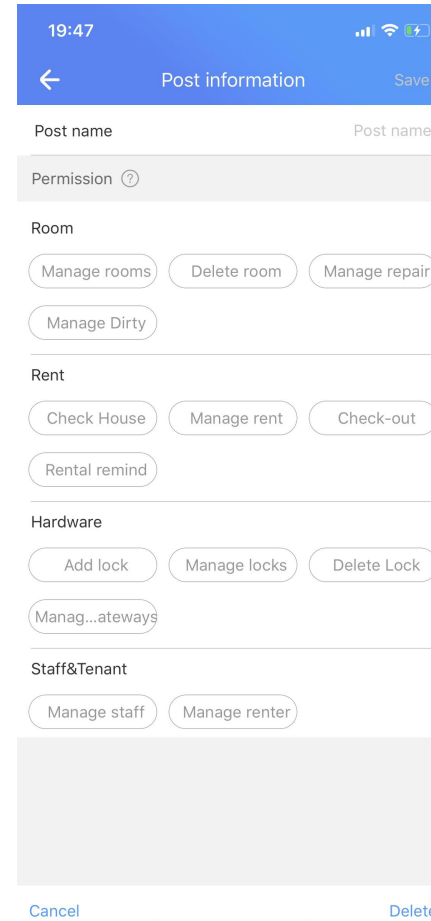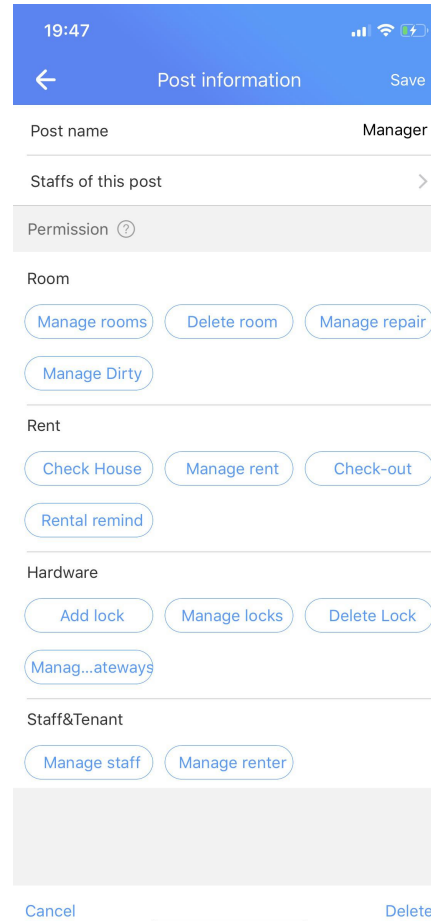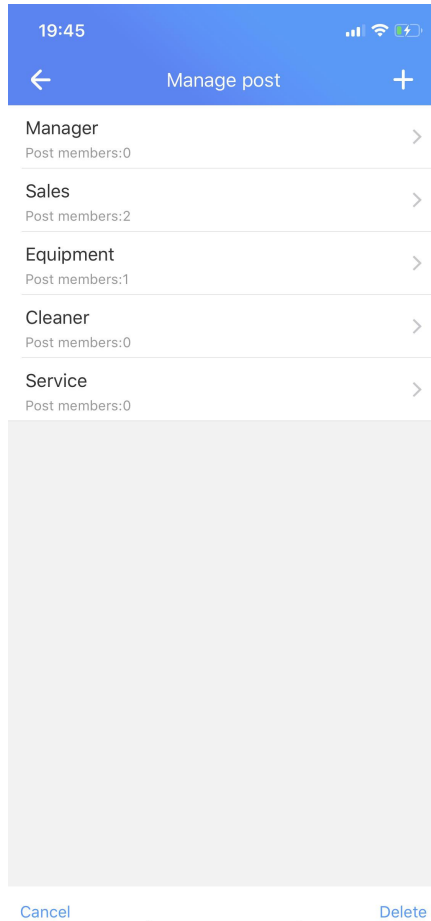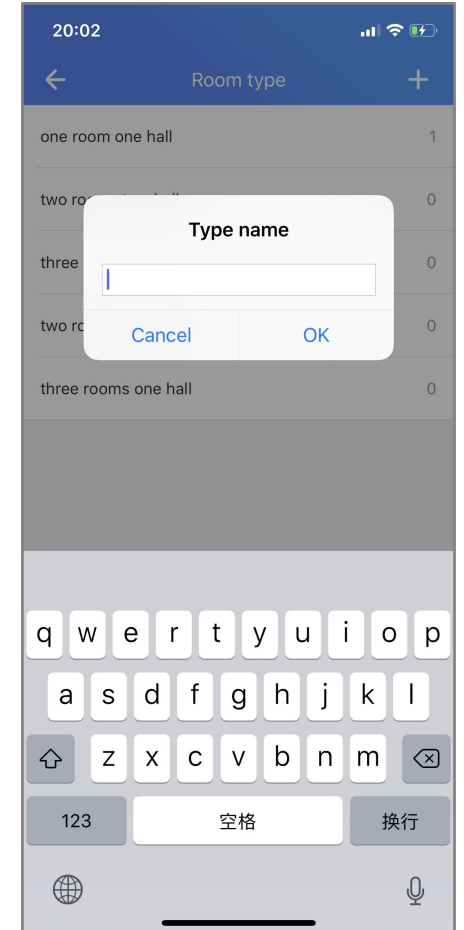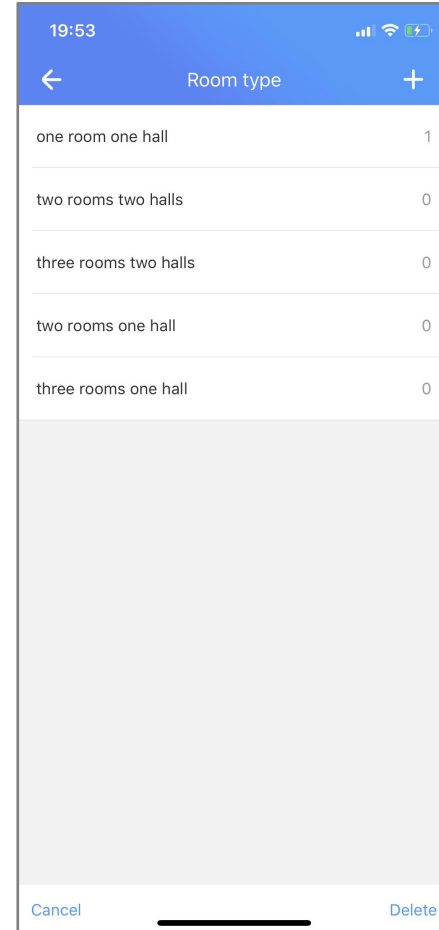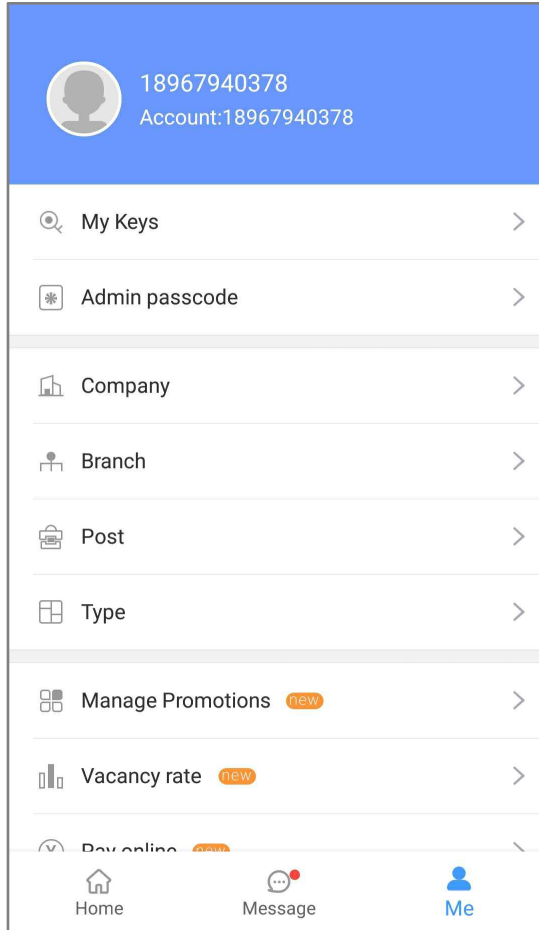
1.2.4 Room type

By default, the room type will have 1 room & 1 room, 2 rooms & 1 hall, 2 rooms & 2 halls, 3 rooms & 1 hall, 3 rooms & 2 halls, 5 rooms types, and can be left to delete and rename. The room type cannot be completely deleted and a room type must be reserved.

To add a room type, click on the "+" in the top right corner.

1.4 Setting

Here, you can set to allow the tenant to Send passcode to tenant, Prompt tone, Vibrate, Feedback, Expiration reminder, About us and Sign out.

After you turn off the password that is allowed to be sent to the tenant, you will not be able to send the password to the tenant. Click on the information feedback to enter the information feedback interface. The use of the APP or the opinions of the company can be submitted here. The good room will promptly reply and adopt the comments and feedback received.

The Expiration reminder tells the administrator in the form of a text message when the tenant is about to expire. You can choose a 0, 1, 3, 7, or 15 day reminder for expiration;
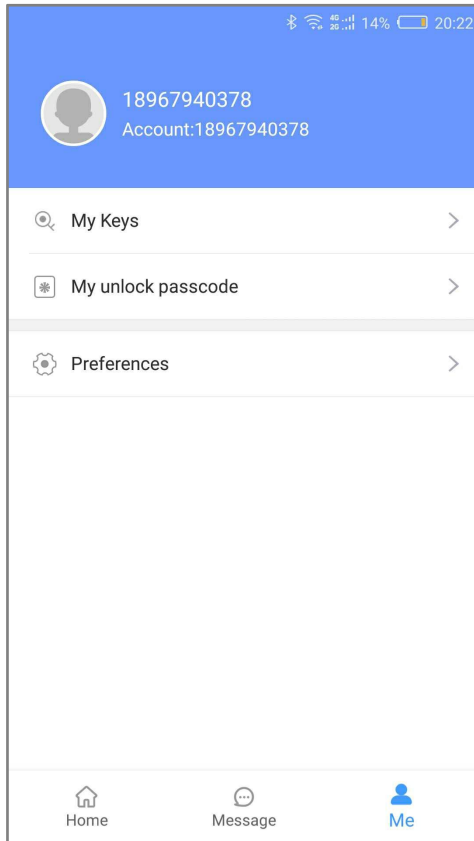
Click on the basic information about our entry to the TTRenting, including the APP version number, business phone number, email address, and address.
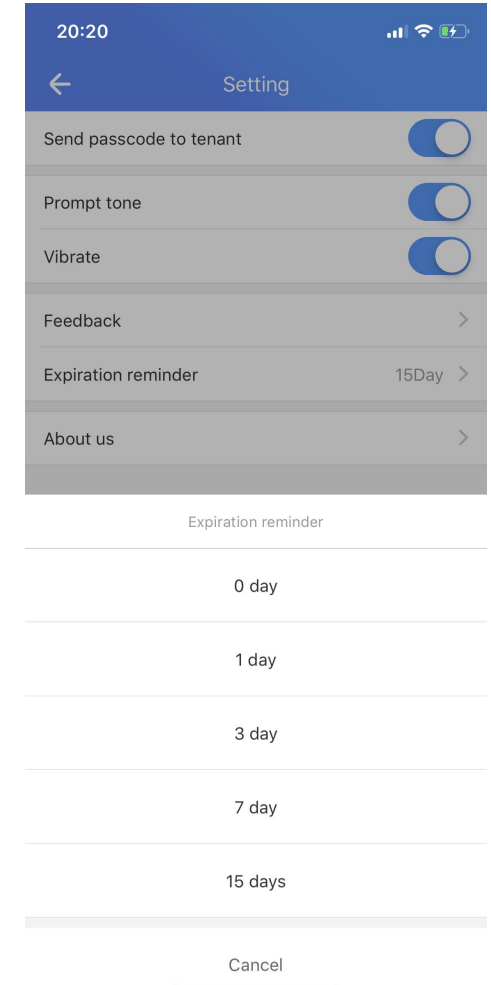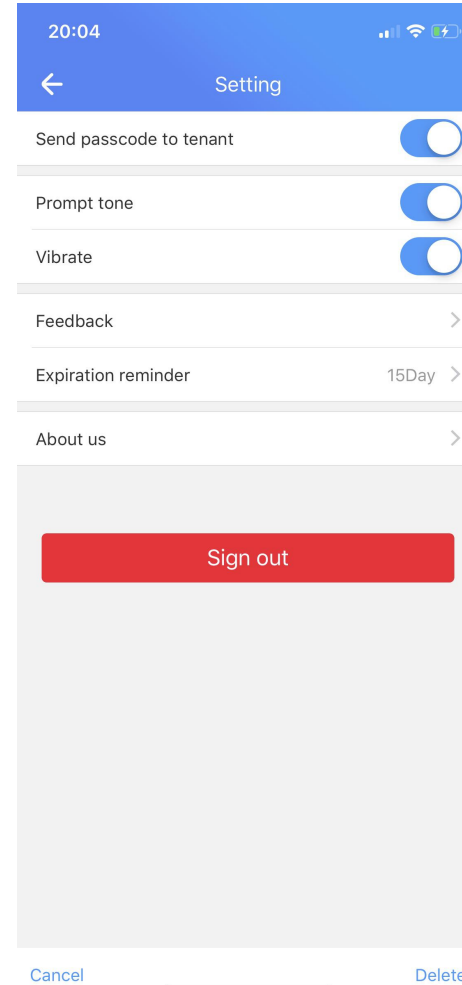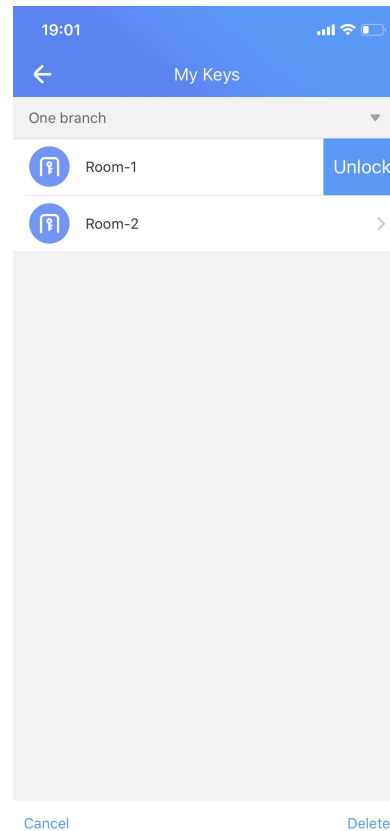
2.Staff version

The staff personal center interface only has three modules: My keys, My unlock passcode and Preferences. My keys and My unlock passcode are generated by the administrator.

2.1 Mobile phone opening

It contains all the ekeys sent by the administrator. The key is sorted according to the branch, slide the ekey left, the unlock icon will appear.

2.2 Administrator Password

It contains the password for all the door locks sent by the administrator. The password is classified according to the branch, enter the password on the lock, and press the # key to open the door.
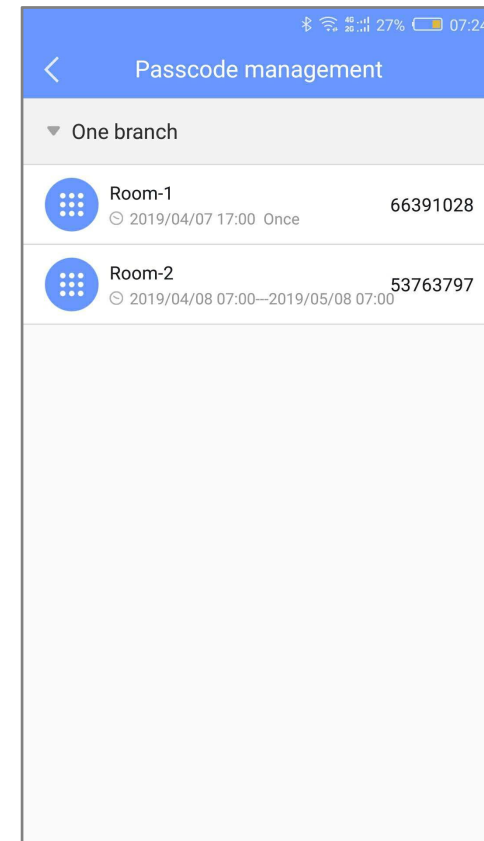
2.3 Settings

"Leave the company" the company voluntarily withdraws from the company after the employee leaves the company, and then authenticates after clicking. If you accidentally quit the company, you can contact the administrator and re-add the staff.