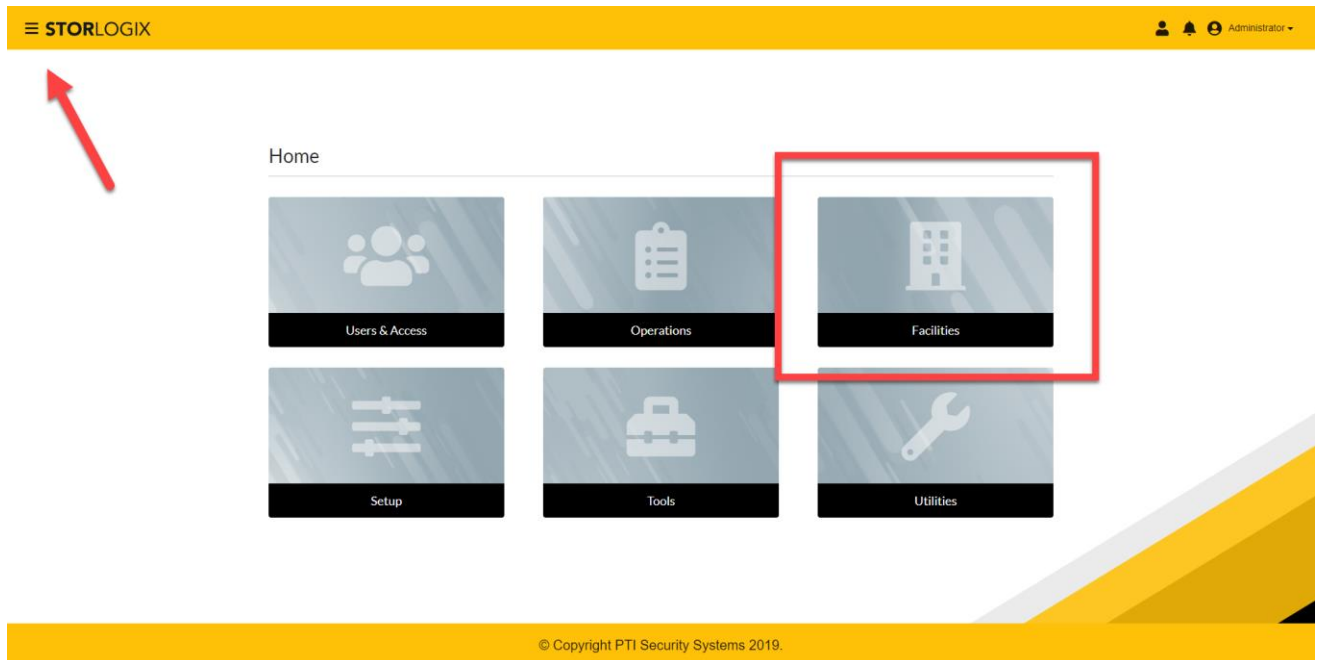


How to Edit Elevators in StorLogix

Adding and Editing Elevators

To add and edit elevators in StorLogix:

1. Click on your **Facilities** in the home screen. (Alternatively, you can click on the three bars in the top left corner to display the Navigation Menu)



- You will be directed to the Buildings page. You should select Elevators on the top navigation bar. This will change screens to a list of elevators by their name, building and floors.

STORLOGIX Administrator

Buildings Alarm Zones Lighting Areas Elevators

Search by Name Add Building

Name	Floors
<input type="checkbox"/> Mark G B1	3
<input type="checkbox"/> Mark G B2	10
<input type="checkbox"/> Nate Dawg's Building1	13
<input type="checkbox"/> Tamara's Building	3
<input type="checkbox"/> Tamara's Building 2	4

Items per page: 10 1-5 of 5

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3. Click on the yellow button that says **Add Elevator** on the top right.
 - a. To edit an elevator, just double click on the row the elevator is on, and it will open a pop-up screen.

The screenshot shows the PTI Security Systems StorLogix interface. At the top, there is a yellow header with the 'STORLOGIX' logo on the left and user information (Administrator) on the right. Below the header is a navigation bar with tabs for 'Buildings', 'Alarm Zones', 'Lighting Areas', and 'Elevators'. The 'Elevators' tab is selected. Below the navigation bar is a search bar labeled 'Search by Name'. To the right of the search bar is a yellow button with a plus sign and the text 'Add Elevator', which is highlighted by a red arrow. Below the search bar is a table with the following columns: 'Name', 'Building', 'Lowest Floor', and 'Highest Floor'. The table contains four rows of elevator data. At the bottom right of the table, there is a pagination control showing 'Items per page: 10' and '1 - 4 of 4'.

Name	Building	Lowest Floor	Highest Floor
Adam's Elevator	Nate Dawg's Building1	1	2
LIR 1	Mark G B1	3	7
Nate Dawg's Elevator	Nate Dawg's Building1	1	13
Tamara's Elevator 1	Tamara's Building	1	3

4. Upon clicking on **Add Elevator**, you will be presented with a pop-up screen with details to fill out. Once you fill out **Details**, click **Next** on the bottom right corner.
 - a. Enter the name of the elevator
 - b. Select the **Building** the elevator is in. The buildings should already be set up. If not, refer to "StorLogix – Add or Edit Buildings"
 - c. Set the **Highest Floor** number and the **Lowest Floor** number, each floor needs to be set up as its own access area. (Refer to "StorLogix – Add Access Area")

The screenshot displays the PTI Security Systems StorLogix web interface. At the top, there is a yellow header with the 'STORLOGIX' logo on the left and user information (Administrator) on the right. Below the header is a navigation bar with tabs for 'Buildings', 'Alarm Zones', 'Lighting Areas', and 'Elevators'. The 'Elevators' tab is currently selected. A search bar is visible on the left side of the interface. The main content area is dominated by a white pop-up window titled 'Add Elevator'. This window has two tabs: 'Details' (active) and 'Relays'. The 'Details' tab contains a form with the following fields: a text input for 'Name*', a 'Site' section with a horizontal line, and three dropdown menus for 'Building*', 'Lowest Floor*', and 'Highest Floor*'. A 'Next' button is located at the bottom right of the pop-up window. The background of the interface is dimmed. At the bottom of the page, there is a copyright notice: '© Copyright PTI Security Systems 2019.'

5. The next screen will be the **Relays** screen, select the floor, and then select the relay to control the elevator button for the floor. Hit **Submit** when you are finished.

