



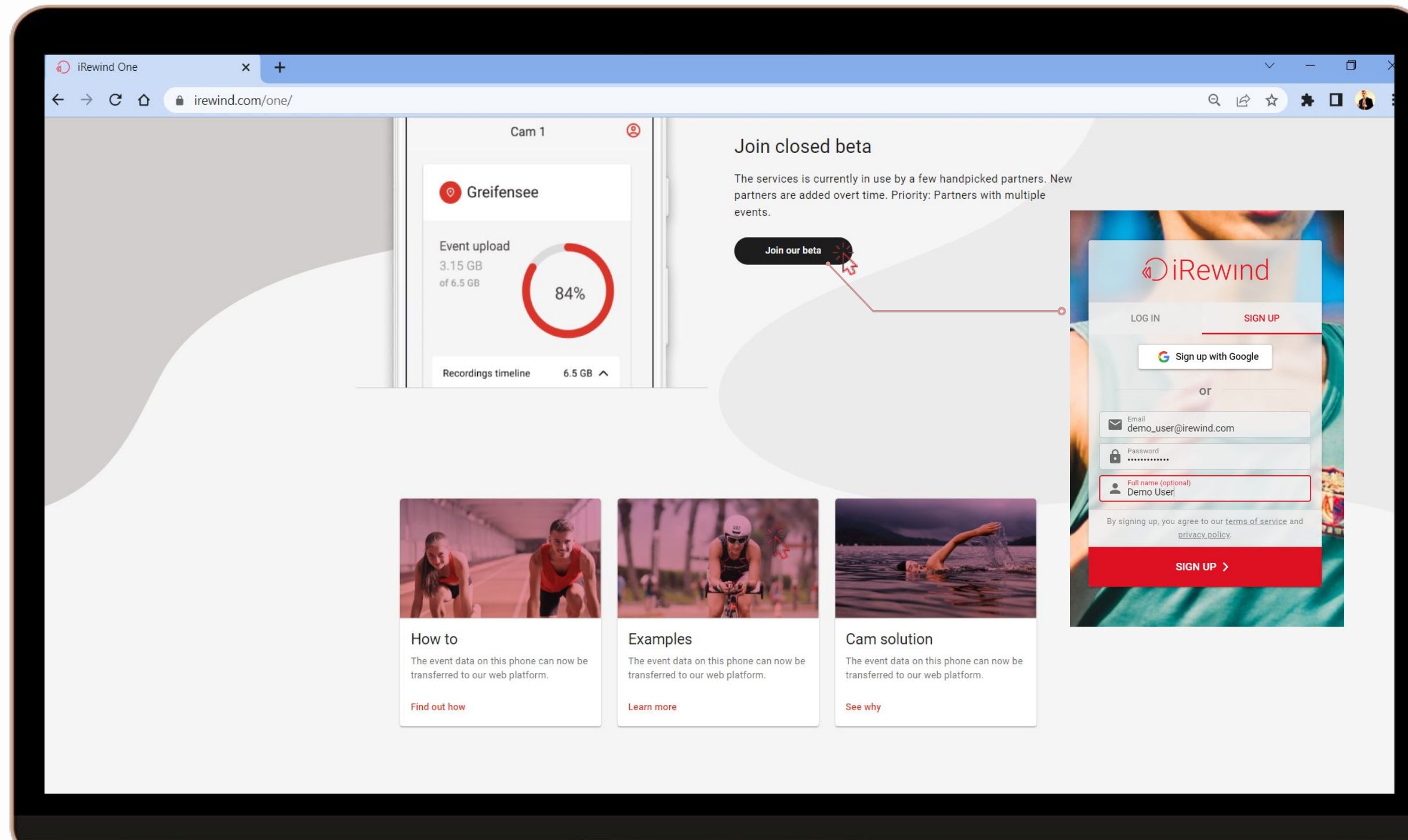
Admin User Guideline

iREWIND ONE – ADMIN - VERSION 2.0

WWW.IREWIND.COM

JAN 2023





Access the Admin webpage

You can access our Admin ONE webpage via mobile/desktop browser, to access info about your events and also control on recording activity during the events.

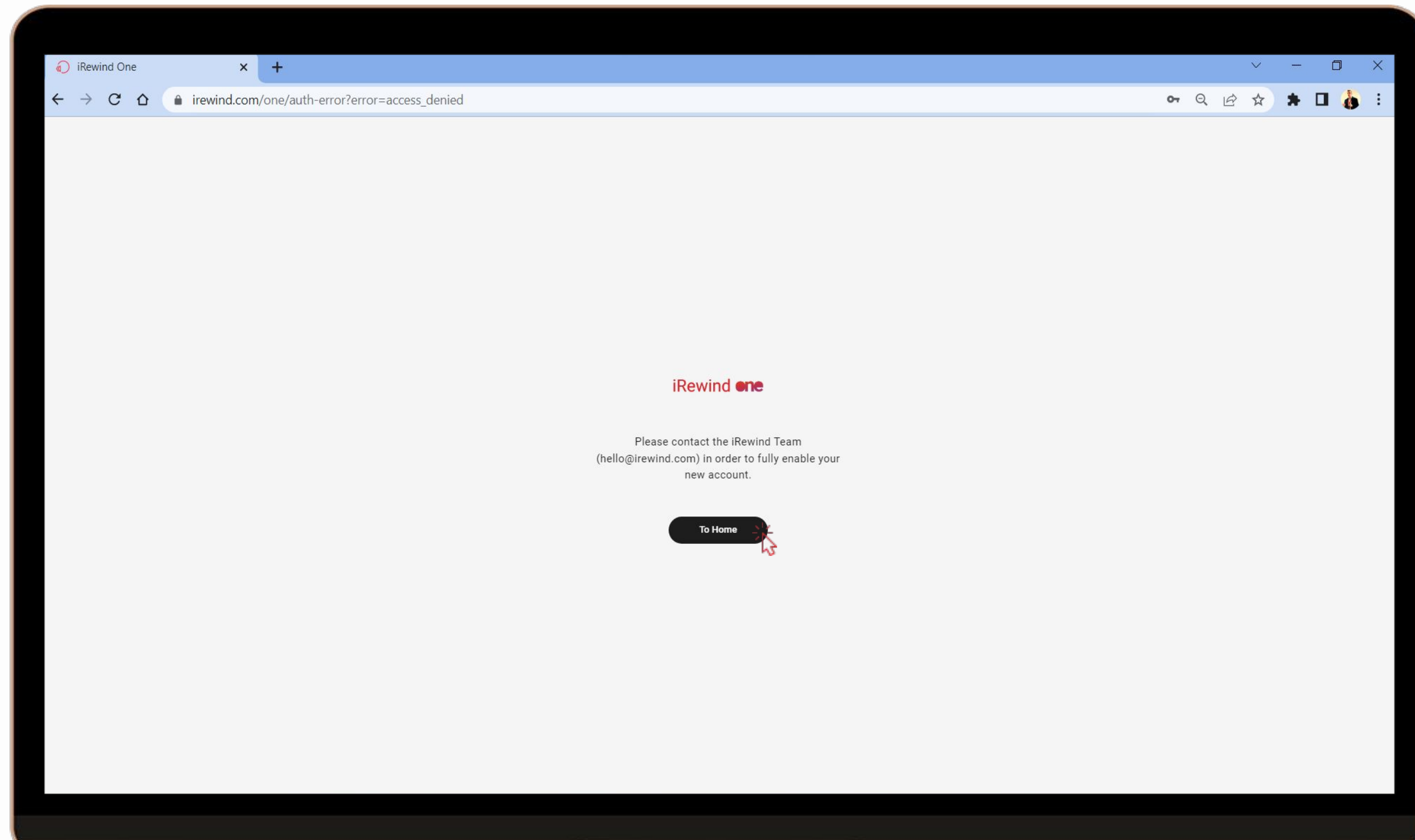
irewind.com/app



Use the **iRewind login** already provided by our team to access the platform

or

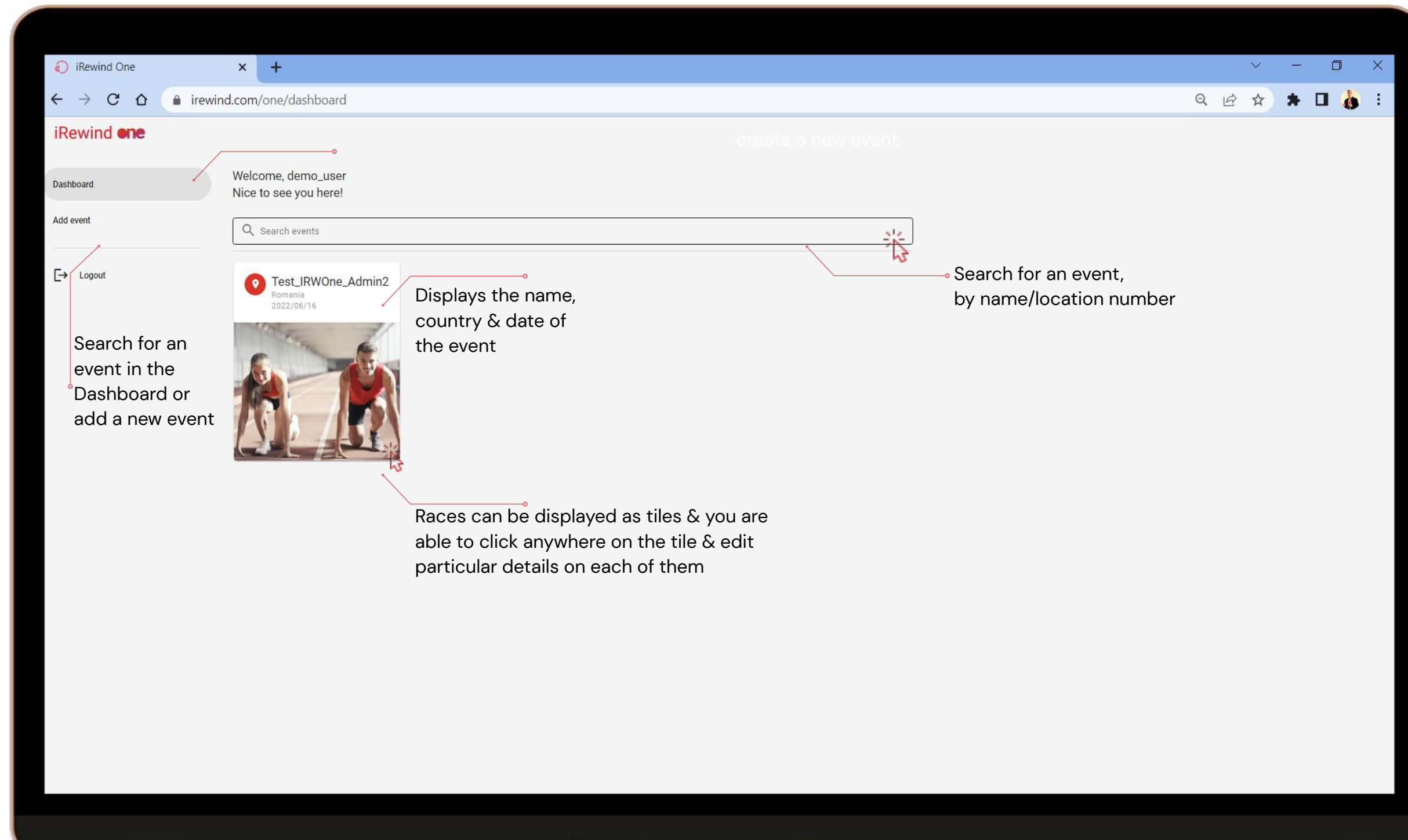
Sign up and create your login credentials – you will be redirected to a dedicated pop-up to sign-up



Access the Admin webpage

If you are creating your credentials just now, please reach out to our team to confirm creating your account.

After that, there is just one step left for you to access your event: **our team will confirm and activate your account**, so that you can now use it freely.



Access the dashboard

After logging into the platform, access the left-side menu to search for events, add new events or change settings for existing events.

Navigate through the projects you have by clicking on the tile-style links. When you create your events, you have the possibility of defining the name, country & date of the event, so navigating between the events becomes easy.

The screenshot shows a web browser window with the URL `irewind.com/one/add-event`. The page title is "iRewind one". The main heading is "Setup your Event". There are three input fields: "Event Name" with the value "IRW Run_Demo Event - 20 Jun 2022", "Event date" with the value "2022/06/20", and "Event country" with the value "Switzerland". A "Continue" button is located below the fields. A "Logout" link is visible in the top left. Red lines and arrows point from text annotations to the input fields and the "Continue" button.

Event name | please take into account having separate events for each Event Day

Add event name, date & country

Continue

Add event

Every event has a series of settings that you can change/check.

Add the details of your event in a step-by-step way, by first adding:

Event Name
Event Date
Event Country

Navigate to the next details after creating the event by clicking on **Continue**

Hi demo_user
Here are some important information to set up your first event.

1. Pre-Event

Set up the mobile phones
Connect your event with the phone. For that please scan the QR-Code with each of your ordered phones.

Show QR-Code Verify QR-Code

Show / Create the QR code needed to log the iRewind ONE app to this particular event

Event Code

Days until expiry (from right now)
2

Reason for creating QR Code (recommended)

+ Create Close

Create the QR Code which links the recording iRewind ONE app to the event

Event Code

Days until expiry (from right now)
4

Reason for creating QR Code (recommended)
event recording

+ Create Close

Define the expiration date of the QR Code. Make sure you allow sufficient time before & after the event to allow use and upload

Event Code

Expires at: 2022/06/21 14:25:15

SIM upload

Delete Download Close

Event settings

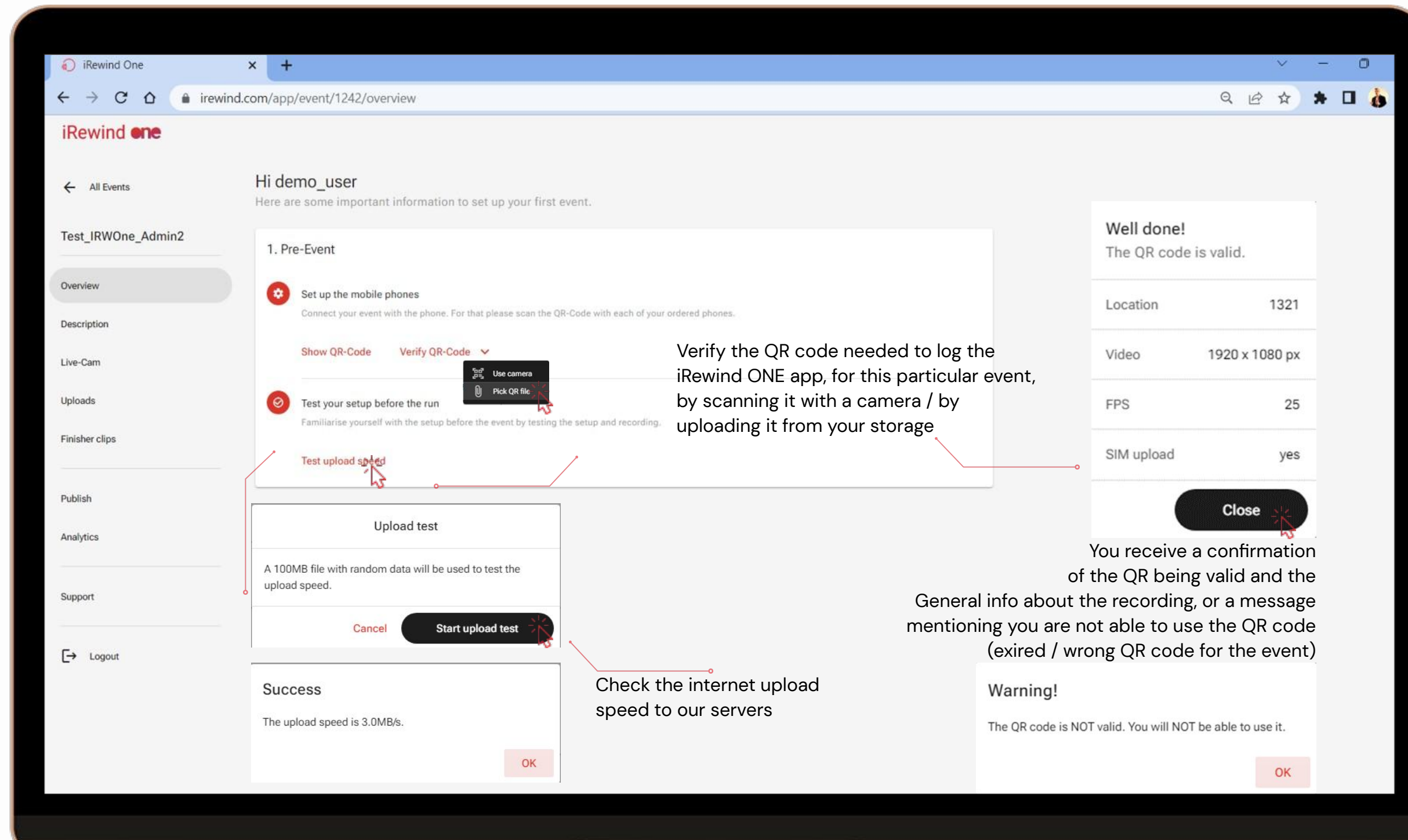
All cameras operating the app need to scan a QR Code to be logged into a particular event, in order to **record & upload the footage**.

You can create and distribute the QR code needed to do so, and make sure the team on the ground have access to the QR Code.

Please note: make sure the availability of the code allows for enough time before the event for testing & team training (recommended – min. 3 days pre-event) and sufficient time post event for uploading (recommended – min. 3 days post-event, in case internet connection / network coverage is very low)

pre-event checks

ACCESS EVENT SETTINGS & OVERALL INFO



Verify the QR code needed to log the iRewind ONE app, for this particular event, by scanning it with a camera / by uploading it from your storage

You receive a confirmation of the QR being valid and the general info about the recording, or a message mentioning you are not able to use the QR code (expired / wrong QR code for the event)

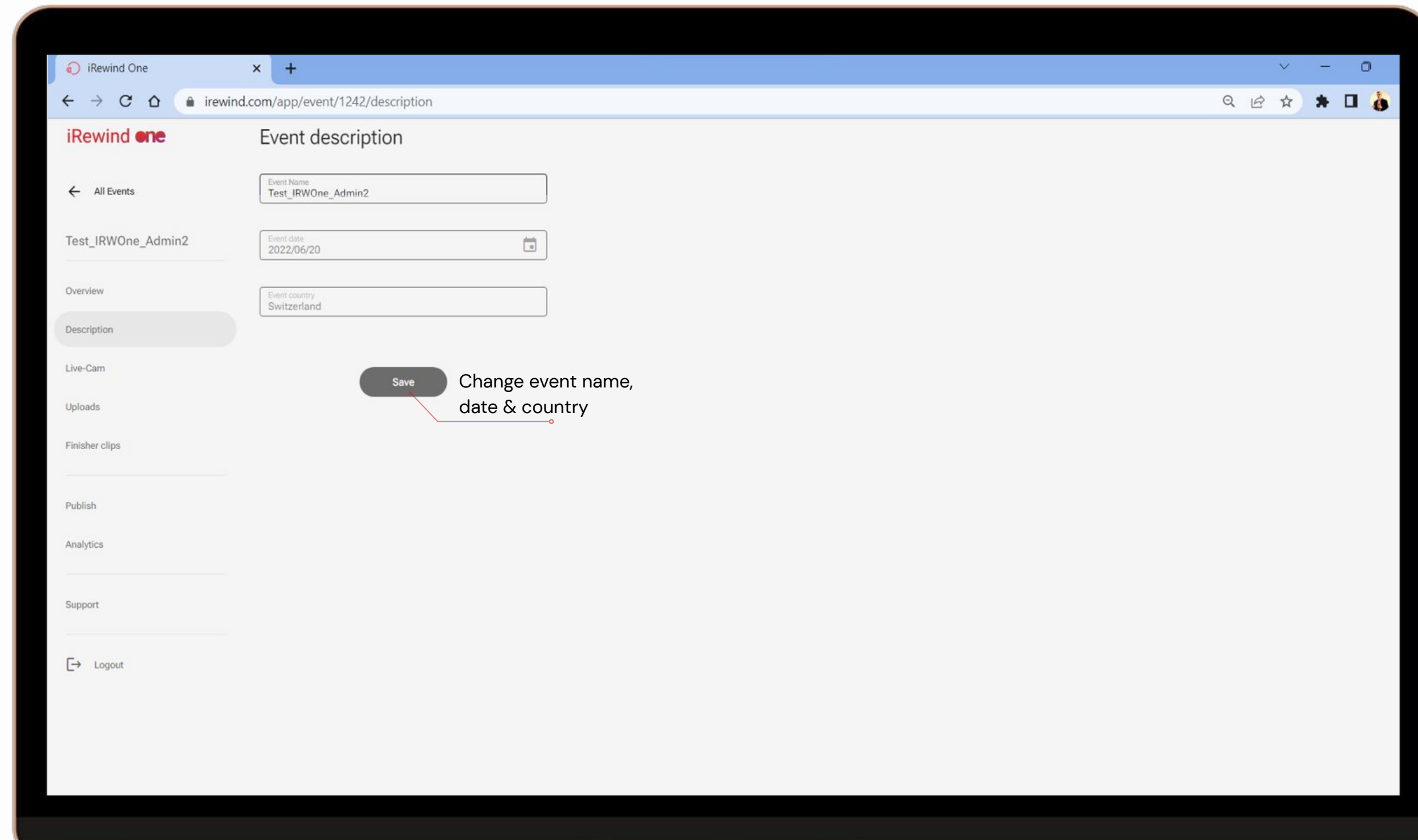
Check the internet upload speed to our servers

Pre-event checks

You are able to perform a series of **pre-event tests**, to make sure you are using the correct and valid QR code to **record & upload the footage**.

You can also check the speed of your connection from your uploading network, to estimate how soon your footage will be fully uploaded to our servers.

Please note: these tests are best performed prior to the event starting, several hours before or even on a pre-event testing visit. That can help you to minimize risks which can occur on event day



Tab navigation (in event)

Every event has a series of settings that you can change/check.

Add the details of your event in a step-by-step way, by first adding:

Event Name
Event Date
Event Country

Navigate to the next details after creating the event by clicking on **Continue**

live camera access

REMOTE CAMERA CONTROL & OVERVIEW

Live camera view, transmitted as static snapshots (refreshed every 20-40s)

Camera ID (automatically provided when logging into the iRewind app on the smartphone app, for this particular event. The Camera ID resets for every event. Each camera is represented in one tab in the Live-Cam menu, for ease of navigation)

Recording status (RECORDING / NOT RECORDING), showing the current status of the camera

Last Status: the time at which the last data reporting was communicated to the server (Recording/Battery/Storage status etc.)

Snapshot: Date and time of the last snapshot displayed on screen (indicating most recent camera look)

Live **battery & phone storage** indicator

Upload status (Enabled/Disabled), displaying if the footage is currently being uploaded

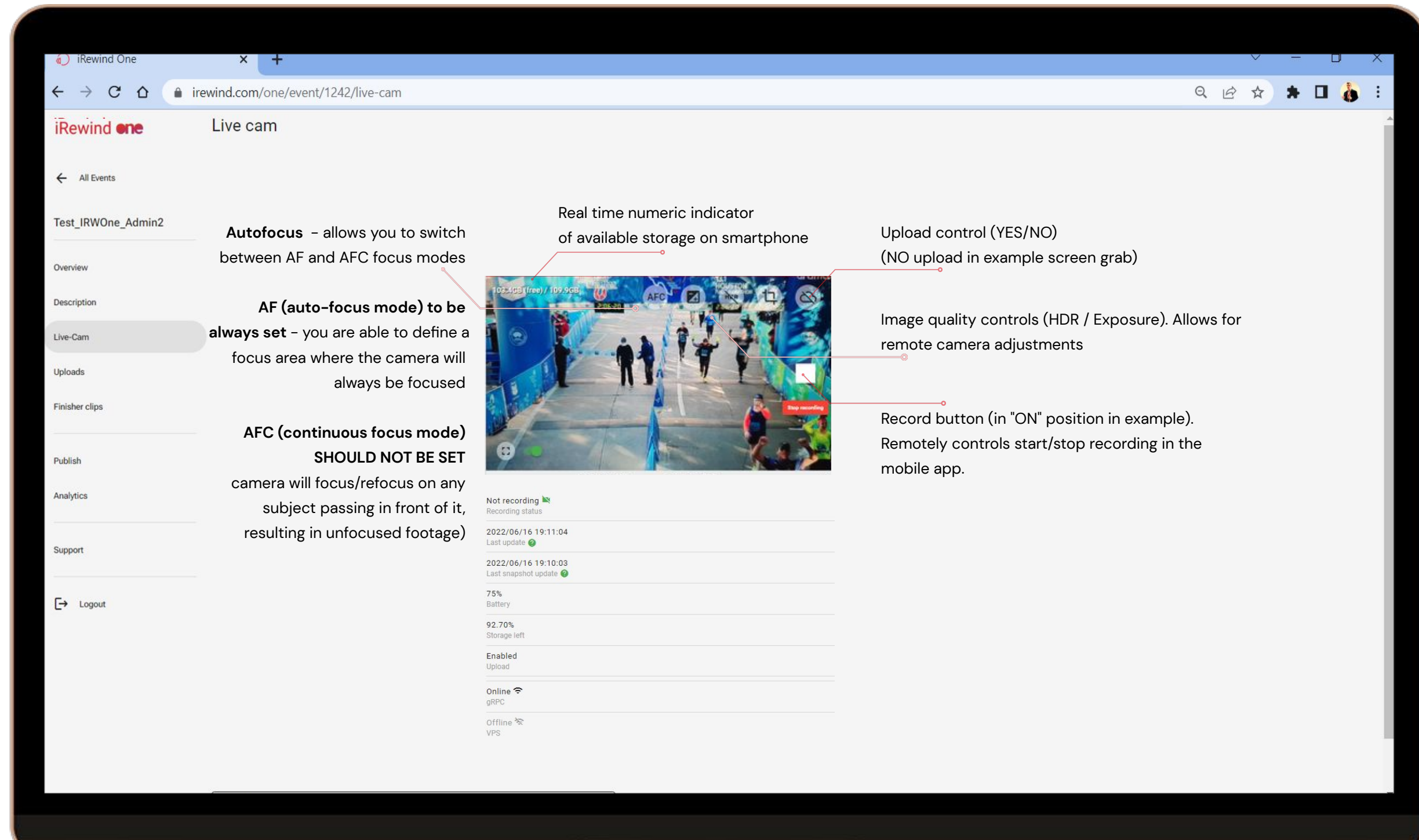
Status of the communication protocol between the phone and the server – at least one of the two protocols (gRPC / VPS) needs to be Online for the phone to transmit data to the server

Remote overview/control of the live-recording cameras

These features allow you to operate the camera remotely, from anywhere, as long as the camera has a functional internet connection. You are able to monitor the quality of the footage and also to intervene and troubleshoot.

live camera access

REMOTE CAMERA CONTROL & OVERVIEW

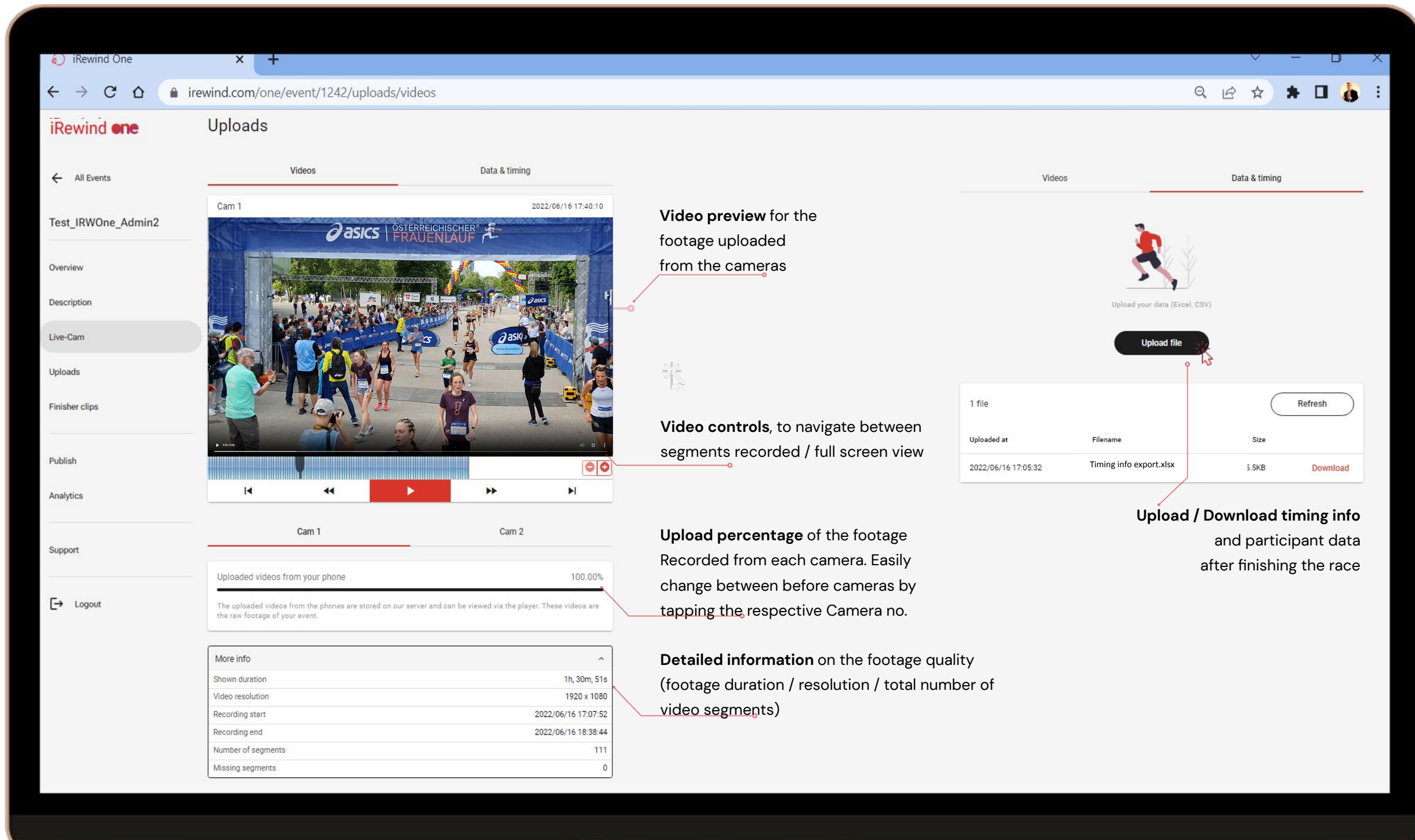


Remote overview/control of the live-recording cameras

These features allow you to operate the camera remotely, from anywhere, as long as the camera has a functional internet connection. You are able to monitor the quality of the footage and also to intervene and troubleshoot.

video & data upload

CONTROL & MONITOR DATA UPLOAD & USER INFORMATION



Video preview for the footage uploaded from the cameras

Video controls, to navigate between segments recorded / full screen view

Upload percentage of the footage Recorded from each camera. Easily change between before cameras by tapping the respective Camera no.

Detailed information on the footage quality (footage duration / resolution / total number of video segments)



Upload your data (Excel, CSV)

Upload file

Uploaded at	Filename	Size	
2022/06/16 17:05:32	Timing info export.xlsx	5.5KB	Download

Upload / Download timing info and participant data after finishing the race

Upload & Timing Information control

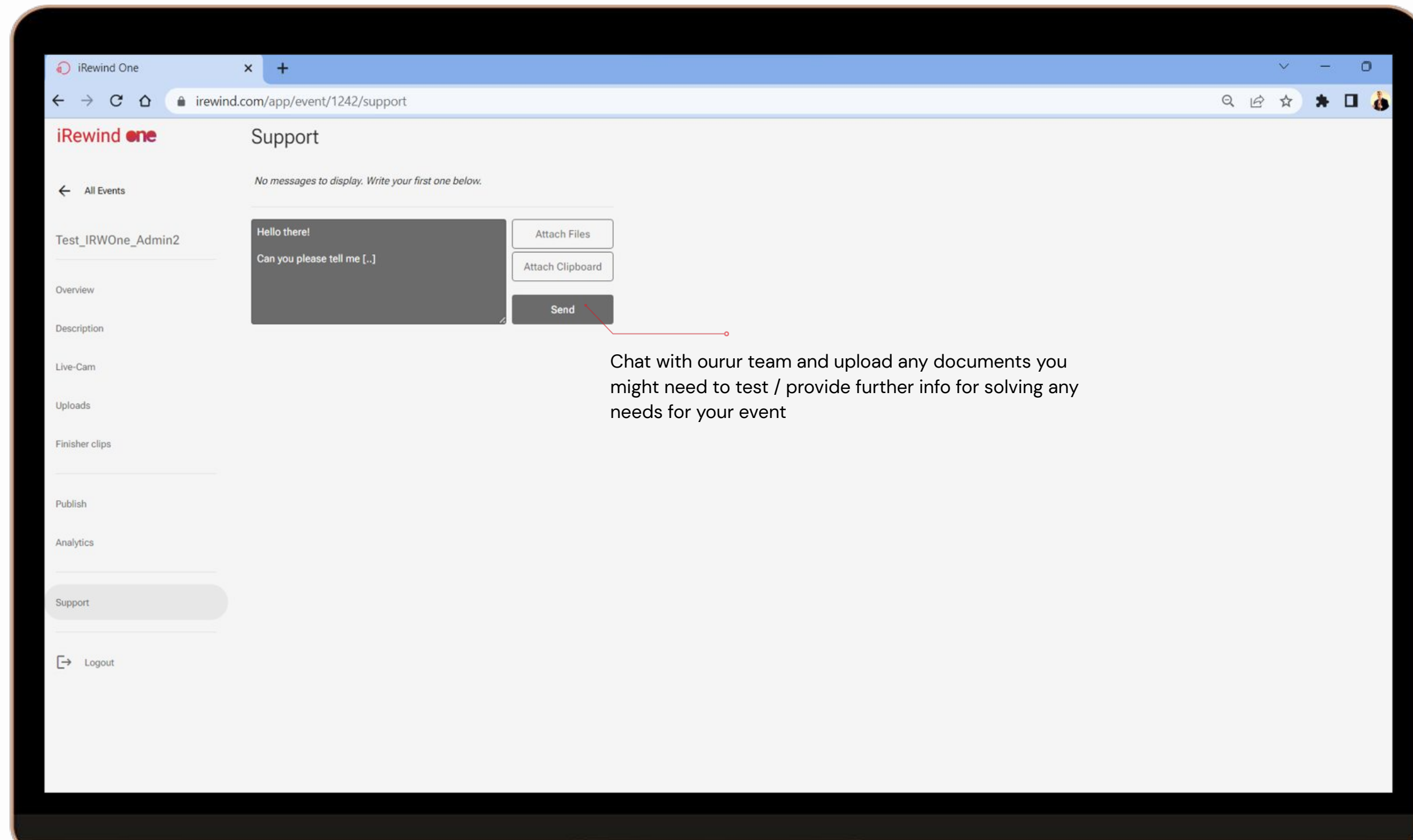
After finishing the event, you are able to control & monitor camera footage and provide the iRewind team information about the users.

Use the **Video Tab** to monitor the footage upload

Use the **Data & Timing Tab** to upload the user information & their timing.

Note: discuss with the iRewind team prior to the event regarding the data format & info needed.

The footage recorded is automatically transformed into chunks of information (video segments) to allow for a faster upload and better monitoring of the footage.



Chat with our team and upload any documents you might need to test / provide further info for solving any needs for your event

Support & Troubleshooting

Our team is there to support and guide you through the event, with whatever needs you might have.

Navigate to this **Support Tab** and

Write a message

Send a document

Send a screenshot of your screen

and click **Send**



Support & Troubleshooting

APP VERSION 2.0.0

For any troubleshooting, support and further app guidelines, please feel free to reach out to us at:

General support:

hello@irewind.com

Salvador Garcia Zalduegui / Partner & Head of Operations

salvador@irewind.com | +41 79 723 80 22

Andrei Dinu / Operations Manager

andrei.dinu@irewind.com | +40 726 305 949

