Promethean

Panel Management
Setting up Device Management

User Guide

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Overview

Promethean Panel Management saves time, money and effort for technology administrators by providing the ability to centrally and remotely manage all ActivPanel Elements series and ActivPanel 9 panels within an organization. As an administrator, you can ensure that your ActivPanels are securely managed and that panel users have access to the latest Promethean firmware, software and Classroom Essential apps.

This guide outlines the initial steps to set yourself up as an administrative user and register an organization to have access to the Panel Management application.

Creating a Promethean account

You will need to have a Promethean user account. If you already have an account, you can ignore this section.

Follow these steps to create an administrator account.

1. Navigate to https://One.PrometheanWorld.com and choose the link *"Create your account."*

2. Option 1- Select *"Continue with Google"*
   a. Input credentials and connect your Google account.
      i. You should choose *"IT Administrator"* from the *"Job in your organization"* dropdown.
   b. The next time you sign in, select the *"Sign in with Google"* option.

3. Option 2- Select *"Continue with Microsoft"*
   [Note: this option is only for enterprise O365 accounts.]
   a. Input credentials and connect your Microsoft account.
      i. You should choose *"IT Administrator"* from the *"Job in your organization*" dropdown.
   b. The next time you sign in, select the *"Sign in with Microsoft"* option.

4. Option 3- Select *"Sign up with email"*
   a. Complete all the fields.
      i. The email address entered will be your login username.
      ii. You should choose *"IT Administrator"* from the *"Job in your organization"* dropdown.
   b. You will receive a verification code sent to the email address you have entered.
   c. The next time you sign in, use your username (email) and password.

Users with existing Promethean accounts

If you have an existing Promethean account and wish to identify yourself as an administrative user to be able to request a Panel Management organization, follow these steps:

1. Navigate to https://One.PrometheanWorld.com and sign in.
2. Click on the profile icon in the top right corner of the page and select *"Account".*
3. Select "*Edit profile"* choose *"IT Administrator"* from the *"Job in your organization"* dropdown.
4. Click *"Save".*

Setting up device management

As an *IT Administrator* if an organization has not yet been set up, when you sign into the system you will see the *"Set Up Device Management"* option on the Promethean home screen.

Otherwise, you will see a *"request processing"*, or *"your organization is setup"* message on this screen.

The organization request form

The form asks you to enter location information to help our teams find your organization in our support systems. All location fields are required except the postal code.

You will need to enter the preferred name for your school or organization. If it is a commonly-used name, please try to add other information to the name that will make it unique to you.

There is an option to enter the email domain name for members of the organization (for example: *@PrometheanWorld.com*) and to identify whether this domain is used only by a single organization:

- If a unique domain is entered, then any users using the same email domain who subsequently register with Promethean will be automatically associated with the organization.
- If the organization does not use a unique domain, or a domain is not entered, then users will not be associated automatically with that organization.

Your security is extremely important to us, and we require that as the person requesting the setup you confirm that you have the authority to accept the End User Licence Agreement and Privacy Policy and to establish the organization on the system.

Processing the request

The request will be checked and processed, and a notification that the organization has been set up will be sent by email to the email address entered.

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