



NOTION SMART PROPERTY STARTER KIT INSTALLATION GUIDE FOR CONSUMERS

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BROTHERHOOD MUTUAL AND NOTION OFFER SMART MONITORING SYSTEM FOR CHRISTIAN MINISTRIES

Notion is a comprehensive building monitoring and security system, powered by all-in-one wireless smart sensors that deliver notifications to your smartphone wherever you are.

Notion can help ministries reduce the risk of costly damage when the facility is unoccupied. The sensors can monitor for water leaks, sounding smoke alarms, temperature changes, doors, garages and windows opening and closing.

This installation guide will walk you through the simple steps to get your Notion system up and running in just a few minutes.

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WHAT IS NEEDED FOR INSTALLATION

All you need for installation is your kit, a smart phone, and 2.4 Ghz WiFi



SENSORS

Notion's peel-and-stick sensors are multifunctional. They can detect water leaks, opening doors and windows, sounding alarms, and temperature changes.



BRIDGE

The Notion Bridge connects to your WiFi to relay information from each sensor to your smartphone.



APP

The free Notion smartphone app allows you to receive alerts and manage your system from anywhere.

WHERE TO PLACE SENSORS & TASKS TO ASSIGN

Notion sensors are multifunctional, so you first need to decide where you would like to place each sensor and what task(s) you want assigned.

(Warning: do not place sensor until app prompts you! This guide is to give you an overview, but please take no action until you follow the steps as outlined in the app.)



Water

Place Notion's sensors by boiler pumps, toilets, sinks, water heaters, A/C units, and any other appliances that are prone to leaking. Sensors should be placed near the leak source because they need to physically get wet to detect a water leak. Water will flow to the lowest point, so placing sensors on the ground floor of a basement can detect leaks that occur from broken pipes in walls or other unseen spaces.



Doors

With Notion's wireless sensors, you can monitor if doors, restricted areas, or even appliances have been opened. Sensors should be placed near the top of the door or on the side that opens the widest.



Alarms

By placing a Notion sensor by your smoke and CO alarms, you'll know when they're sounding by getting an alert on your phone. Sensors need to be placed within 12 inches of an alarm on the same surface.



Windows

Place the sensor on any window to easily monitor the open/close status. Place the sensor in the corner of the window (make sure it's on the part that moves). If you are using the magnet accessory, the magnet will be placed on the immovable frame of the window with the sensor on the movable part ~2 inches from the magnet.



Temperature

Do you have valuables that are sensitive to temperature changes, such as musical instruments? Want to prevent a major flood caused by frozen pipes? The sensors can detect the temperature around them and send you alerts if it goes above or below a predefined temperature. You can set the already placed sensor with an additional temperature task.

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HOW TO SET UP YOUR ACCOUNT

The Notion app is available from the iTunes App Store for iOS or The Google Play Store for Android devices. Go to your app store and search for "Notion - DIY Smart Monitoring." Download the app there and open it from your device.

Once you open the app, you will need to create your account. Enter your name, email address and password. You can edit these later from the app if you need to change them. The Notion support team will use the name you register to look up your system if you ever need our help.

HOW TO INSTALL THE BRIDGE

To install the bridge, simply plug it into a standard outlet, then follow the on-screen prompts to set up and connect your bridge to your WiFi network. Once completed, your bridge will be added to your account.



HOW TO INSTALL SENSORS

The sensors come with two standard AAA batteries. The batteries should last ~12 months, but life expectancy is dependent on the task types assigned and temperature in which the sensor is placed.

After you set up your bridge in the app, it's time to add your first sensor. The app will walk you step by step through the process, so please ensure the first sensor is completely installed before moving on to the next one.



When prompted by the app, pick your first sensor and remove the green battery tab. The sensor will flash to indicate that it's awake. Once the sensor is awake, follow the prompts on your phone to scan the sensor, select tasks and calibrate the sensor.

To place sensor on a surface, peel off the adhesive paper and stick it to a wall, ceiling, floor, etc. (Note: Please do not stick the sensor until the app directs you to do so!)

FREQUENTLY ASKED QUESTIONS

Q: How many Notion Bridges will I need?

A: One Bridge can cover approximately 4,500 square feet but is dependent on the specific property. Additional Notion Bridges can be purchased and easily added to the existing system if the Sensors are too far spread out and don't receive a strong signal. The Bridge must be located in an area with a strong WiFi signal.

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Q: Where should I place sensors?

A: For maximum protection, we recommended placing sensors in the following locations:

- **Near sources of water leaks** - Place a sensor anywhere water might pool in case of a leak. The sensor must physically get wet to detect the leak. Suggested locations include the boiler room, hot water heaters, glycol feeders, underneath sinks (especially ones not used on a regular basis), near bathroom drains, in kitchens or break rooms by ice machines, and dishwashers or other appliances.
- **Next to smoke and carbon monoxide detectors** - Notion sensors will alert you if a pre-installed detector is sounding. Place the sensor within 12 inches on the same surface as the detector.
- **On doors and windows** - Place sensors anywhere you would like to get an alert if opened. Suggested locations include office doors, nursery doors, emergency doors, sanctuary doors, file rooms, or safes.

Additional sensors can easily be added onto your system and are available at getnotion.com.

Q: Can I move sensors?

A: The sensors can be reallocated after initial setup by simply deleting the sensor and reinstalling in the app with the new task.

Q: Do the bridges have a battery backup?

A: No, currently the Bridge must be plugged in for the system to work. However, you will receive an alert that your Bridge has gone offline if it loses power.

Q: How long do the sensor batteries last?

A: Each sensor comes with 2 AAA batteries that last about one year. The battery life can be slightly longer or shorter depending on the tasks assigned (e.g., a sensor on a frequently opened door will have a shorter battery life than a sensor set up to monitor temperature).

Q: How many people can use the system?

A: Each system has one Owner that creates the initial account, but up to 10 people can be added as Managers. The managers can add/delete sensors and can customize their own alerts as desired.



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Q: What do I do if a sensor goes offline?

A: If a sensor goes offline, it is typically one of three things:

- The bridge has lost power or WiFi signal. You will receive a notification that your system is offline.
- Your batteries are low and need to be replaced.
- The signal strength between the bridge and the sensors is weak. You will need to reposition the sensor or add an additional bridge to extend the WiFi signal.

