



# QuickStart **Guide:**

## Q-SYS Reflect Enterprise Manager

Starting your beta account & registering your first Core

### START HERE: Which invite did you get first?

#### Q-SYS Reflect Landing Page



#### Administrative Contact

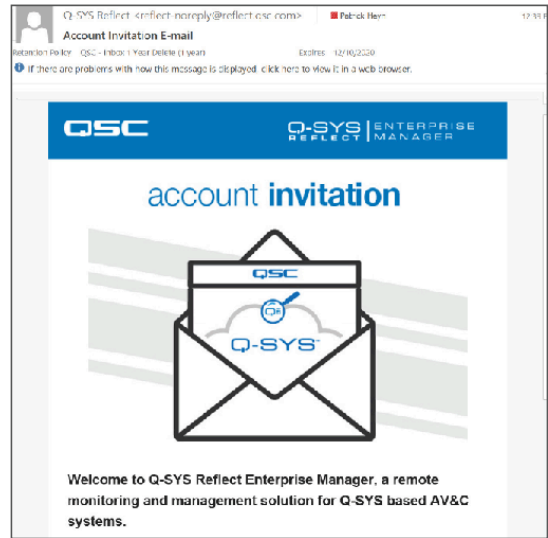
This initial process defines you as the **Administrator** for your Q-SYS Reflect Organization.

During the registration process, you will have the choice to invite additional technical or billing contacts to your account.

If you choose to include a technical contact, you must complete through Section 1-4 before your technical contact gains full access to Q-SYS Reflect Enterprise Manager.

Click “Begin Trial” to begin and proceed to **Section 1**.

#### Email Invite for technician access



#### Technical Contact

As a **Technical contact**, you may be designated to connect Q-SYS Systems to Enterprise Manager and/or manage these system remotely using Enterprise Manager.

Click “Accept Invitation” to begin and proceed to **Section 5**.

## Section 1: Choose your feature tier, system count, peripherals

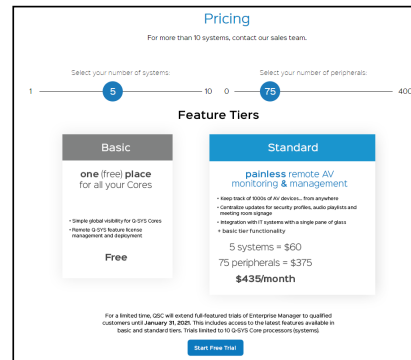
*For administrator contact only. You may only register accounts for Q-SYS Reflect Enterprise Manager with your business email (no domains containing Gmail, Outlook, Hotmail, Yahoo, AOL, etc).*

- a. Starting from [qsc.com/reflect](http://qsc.com/reflect), choose between **Start Trial** or **Purchase**.

**Sign in** with your existing QSC account using the same email from which you received your invitation. (You may already have a QSC account if you have taken any QSC Training courses. You may use this login as long as it is the same email as your invitation.)

If you do not have an account, or have used a generic email for your QSC account in the past, click **Sign Up Now**. Create your QSC login by completing all required fields, **using your business email address that received this invitation**.

At the conclusion of your QSC account registration, you will receive a verification email. Make sure to proceed to your email account. Click **Confirm my account** to verify.

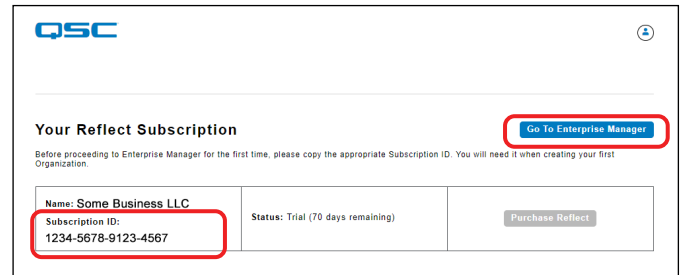


## Section 2: Registration/initial setup

*For administrator contact only. Upon first use, you will need to register for Enterprise Manager and setup an Organization and Site.*

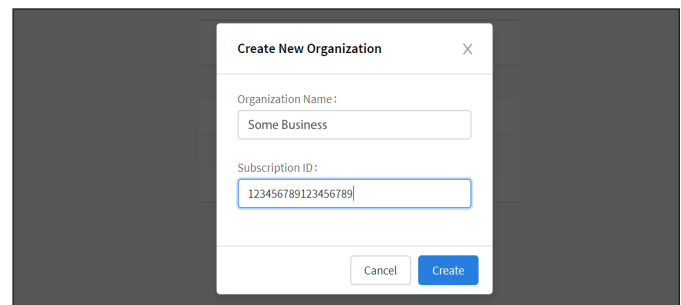
- a. Complete the registration process by providing the necessary profile and contact information.

- b. Upon completion of your registration, you will be taken to your **Reflect Subscription page**. (you can also access it afterwards by going to [www.qsc.com/login](http://www.qsc.com/login) and then clicking the **Enterprise Manager** icon.)



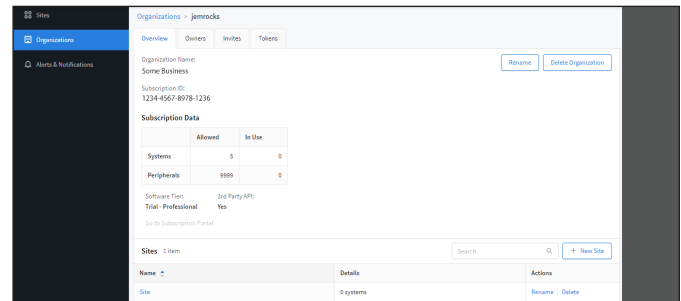
Copy your **Subscription ID** (you'll need it in the next step.) Then click **Go to Enterprise Manager**.

- c. In the left navigation menu, click **Organizations**, then click **New Organization**. Enter an Organization Name (for example, your company name) and paste your Subscription ID.



After clicking **Create**, select your new Organization from the table.

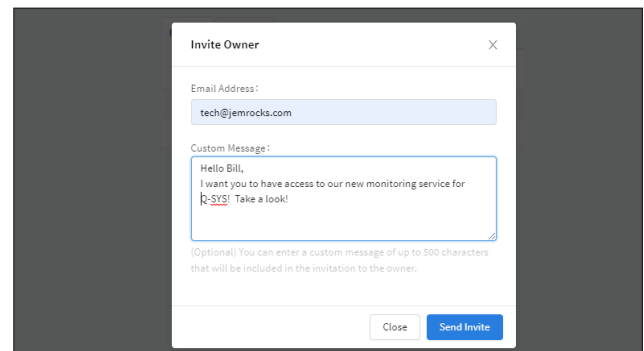
- d. You will see that your first **Site** has been automatically created for you. Click **Rename** to give a proper name to your first Site.



**OPTIONAL: Giving Configuration Access for Technical contact**

If you added a technical contact to your account during your initial registration, this person will be granted access to your **Reflect Subscription page** only. However, if you also would like this person to also have technical access to configure systems within Enterprise Manager itself, you must also complete the following step:

- e. On the **Organizations** page, click the **Invite** tab. Enter your **technical contact's email address** and provide a custom message.
- f. Refer your technician(s) to Section 5 of this Quickstart Guide.



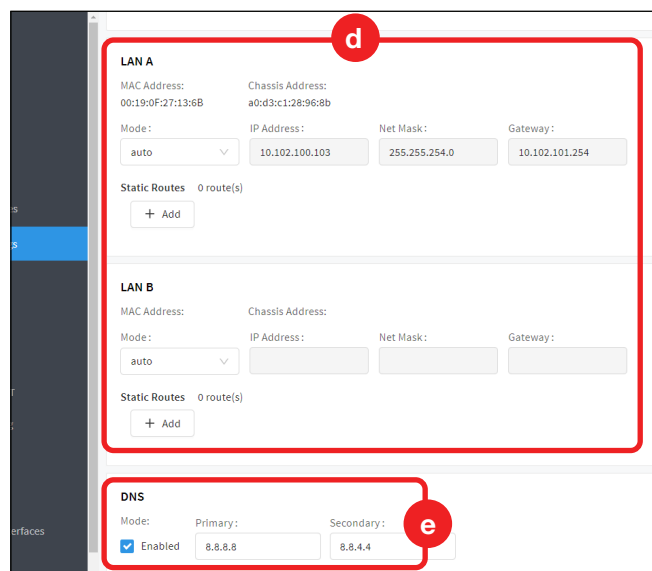
## Section 3: Set up your Core(s)

*Enterprise Manager requires that your Q-SYS Core can securely access the Q-SYS Reflect Cloud servers.*

- a. Install Q-SYS Designer Software v8.2 or higher on all Systems (Cores) that you intend to monitor with Enterprise Manager.

### Configure Core Network Settings for access to the Internet

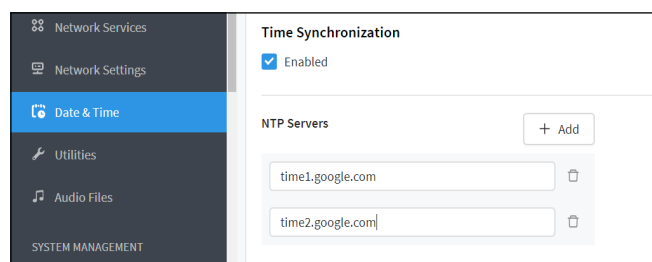
- b. Open Q-SYS Core Manager by entering the Core IP Address in to a web browser
- c. In the left navigation menu, click **Network Settings**.
- d. Click **Edit** to modify the values. Consult your IT administrator and enter the appropriate IP Address, Net Mask, and Gateway to enable Internet access for the Q-SYS Core.
- e. Enable **DNS** and provide valid DNS addresses, these are also available from your IT administrator, or you can use public DNS servers, such as those provided by Google (8.8.8.8 and 8.8.4.4).



### Enable Time Synchronization (recommended)

*Time Synchronization helps to ensure that logs across multiple systems can be compared accurately.*

- f. In the left navigation menu, click **Date and Time**. Click **Edit**, enable Time Synchronization and enter valid NTP server information (consult your IT administrator or use **time1.google.com** and **time2.google.com**) and then click **Save**.



### Enable Access Control (recommended)

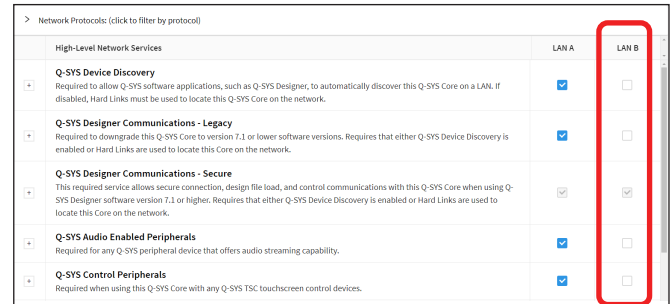
*Access Control enables secure, user name and password authentication for access to Core Manager*

- g. In the left navigation menu, click **Users**, then click **Enable Access Control**. Follow the on-screen instructions to create an Administrator User for your Core then log back in with those credentials.

## Configure Network Services (recommended)

Disabling unnecessary services on all network interface ports helps to harden the Core from an IT security perspective.

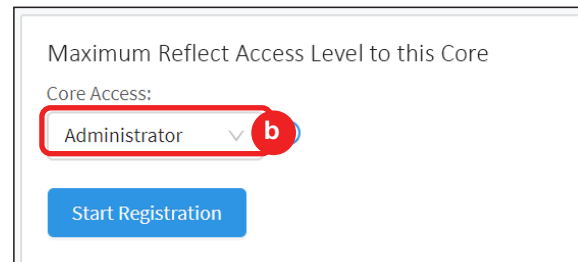
- h.** In the left navigation menu, click **Network Services**
- i.** Click the **Management** tab, then click **Edit**.
- j.** For the LAN interface with Internet access, **deselect all Services**, leaving only Q-SYS Designer Communications - Secure.



Network Protocols (click to filter by protocol)	LAN A	LAN B
<b>High-Level Network Services</b>		
<b>Q-SYS Device Discovery</b> Required to allow Q-SYS software applications, such as Q-SYS Designer, to automatically discover this Q-SYS Core on a LAN. If disabled, Hard Links must be used to locate this Q-SYS Core on the network.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Q-SYS Designer Communications - Legacy</b> Required to downgrade this Q-SYS Core to version 7.1 or lower software versions. Requires that either Q-SYS Device Discovery is enabled or Hard Links are used to locate this Core on the network.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Q-SYS Designer Communications - Secure</b> This required service allows secure connection, design file load, and control communications with this Q-SYS Core when using Q-SYS Designer software version 7.1 or higher. Requires that either Q-SYS Device Discovery is enabled or Hard Links are used to locate this Core on the network.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Q-SYS Audio Enabled Peripherals</b> Required for any Q-SYS peripheral device that offers audio streaming capability.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Q-SYS Control Peripherals</b> Required when using this Q-SYS Core with any Q-SYS TSC touchscreen control devices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

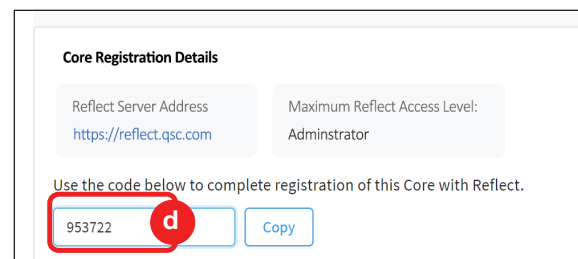
## Section 4: Register your Q-SYS Core(s) with Enterprise Manager

- a.** In Core Manager, click the **Reflect** tab in the left side pane.
- b.** Use **Core Access** to define the maximum Role permitted to Enterprise Manager when communicating with this Core.
- c.** Click **Start Registration**.
- d.** Once your Core has successfully reached the Q-SYS Reflect Cloud, you will be presented with a unique Authorization Code which you should **copy to your clipboard**.
- e.** Return to **Enterprise Manager** and navigate to the Site for the system which you wish to register.
- f.** Click **Add Core** and paste the **Authorization Code**, copied from your Core Manager. Then click **Add**.



Maximum Reflect Access Level to this Core

Core Access:  
Administrator  **b**



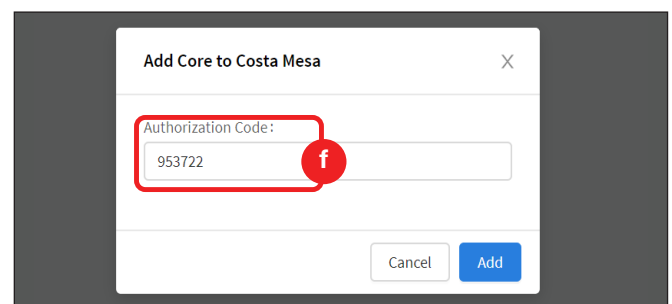
Core Registration Details

Reflect Server Address: <https://reflect.qsc.com>

Maximum Reflect Access Level: Administrator

Use the code below to complete registration of this Core with Reflect.

953722  **d**



Add Core to Costa Mesa

Authorization Code:  
953722 **f**

Now our Core is registered with Q-SYS Reflect.

## Section 5: Confirming Technical Contact Invite

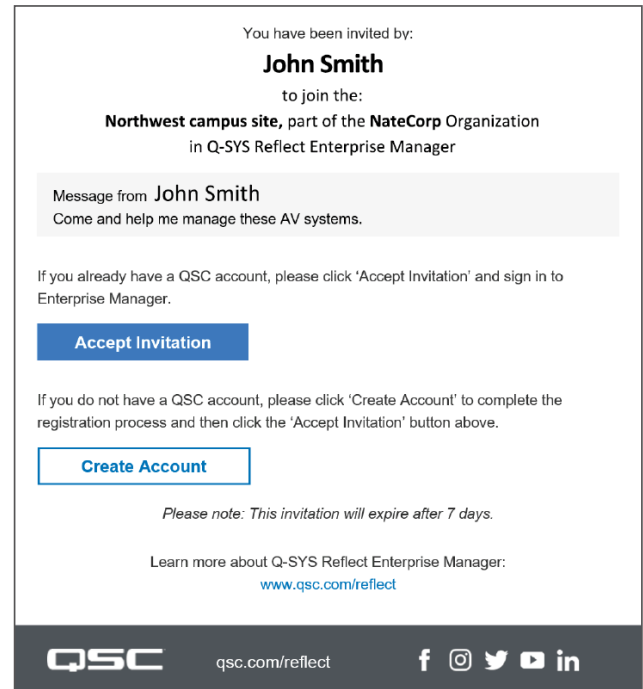
*For technical contact only.* Your Administrator should have sent you an email invite to a Site. You need to confirm this Site in your account before proceeding.

- a. On your site invitation email, click **Accept Invitation**.

If you do not have a QSC account with the email address used to receive this email, click **Create Account**.

At the conclusion of your QSC account registration, you will receive a verification email. Make sure to proceed to your email account. Click **Confirm my account** to verify.

Then proceed back to this email and click **Accept Invitation**.



- b. You will be taken to the Enterprise Manager Dashboard, where you should see your Organization and the first Site that your Administrator created.

