



Yealink Management Cloud Server for RPS Enterprise Administrator Guide

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About This Guide

The device management platform integrates the functions of RPS. You can add servers and then bind the devices to the servers on the RPS management platform. After the device is powered on for the first time, RPS will redirect the device to the server.

This guide provides operations for administrators to use the Yealink management platform.

Topics include:

- [Logging into/Logging out of Yealink Management Cloud Service for RPS](#)
- [Administrator Account Management](#)
- [Device and Server Overview](#)
- [Managing Servers](#)
- [Managing Devices](#)
- [Viewing Operation Logs](#)

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Logging into/Logging out of Yealink Management Cloud Service for RPS

Topics include:

- [Logging into Yealink Management Cloud Service Platform for RPS](#)
- [Logging out Yealink Management Cloud Service Platform for RPS](#)

Logging into Yealink Management Cloud Service Platform for RPS

The account of the management platform for RPS is created by distributor or reseller, and the login user name and password are obtained from the email.

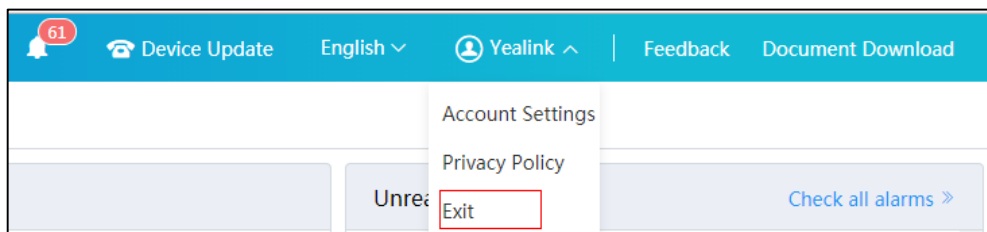
Procedure

1. Open your web browser.
2. Enter the device management platform address in the address box, and then press **Enter**.
3. (Optional) Select the desired language on the top-right.
4. Enter your username and password, and click **Login**.

Logging out Yealink Management Cloud Service Platform for RPS

Procedure

1. Click the company name on the top-right of the page.
1. Click **Exit** to log out of the current administrator account and return to the login page.



Administrator Account Management

This chapter provides basic operations for the administrator account.

Topics include:

- [Forgetting Login Password](#)
- [Changing Login Password](#)
- [Editing the Administrator Account](#)

Forgetting Login Password

If you forget password, you can reset the password.

Procedure

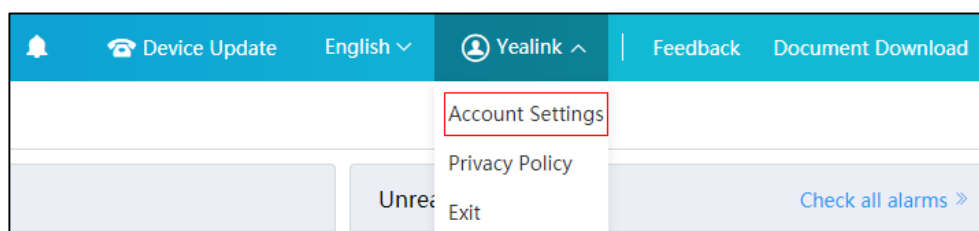
1. On the login page of the device management platform, click **Forget Password**.
2. Enter your registered email and captcha in the corresponding field.
3. Click **OK**.
Click **OK** again according to the prompt.
4. Click the link to reset the password in 10 minutes via the email you received.

Changing Login Password

In order to ensure the account security, we recommended that you change the password periodically.

Procedure

1. Click the company name on the top-right of the page, and then click **Account Settings**.



2. Click **Edit** beside the password.
3. Enter the current password, new password and re-enter the new password.
4. Click **Confirm**.

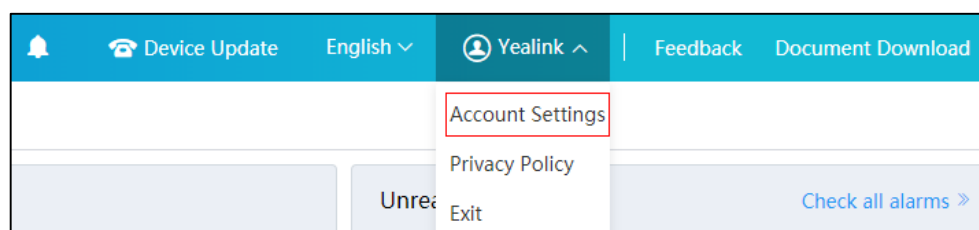
Editing the Administrator Account

You can edit information for your account, such as the contact name, phone number and country, so that superior distributor or reseller can contact you.

The administrator mailbox is used to receive alarm emails and account information. If you need to change your registered email, please contact your distributor or reseller.

Procedure

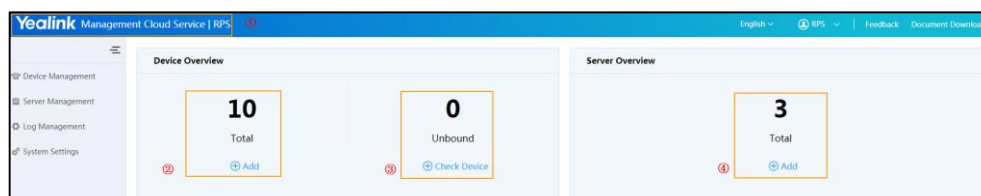
2. Click the company name on the top-right of the page, and then click **Account Settings**.



3. Edit the administrator account in the corresponding field.
4. Click **Save** to accept the change.

Device and Server Overview

You can view the total number of devices and servers on the home page of RPS management platform.



No.	Description
1	Goes to the home page quickly when you are in other pages.
2	Displays the total number of devices. Click Add to add devices.
3	Displays the total number of unbound devices. Click Check Device to check the device and server binding state.
4	Displays the number of total servers. Click Add to add servers.

Managing Servers

Topics include:

- [Adding Servers](#)
- [Editing Servers](#)
- [Search for Servers](#)
- [Deleting Servers](#)


Adding Servers

Procedure

1. Click **Server Management**.
2. From the top-right of the page, click **Add Server**.
3. Enter the server name, URL and the server authentication information (username and password) of your server.
4. Click **Save**.

Editing Servers

Procedure

1. Click **Server Management**.
2. Click  beside the desired server.
3. Edit the server information.
4. Click **Save**.

Search for Servers

You can search for the server by directly entering the server name or URL.

Procedure

1. Click **Server Management**.
2. Enter the server name or URL in the search box.
3. Click **Search**.

The search results are displayed in the server list.

Deleting Servers

Procedure

1. Click **Server Management**.
2. Check the checkboxes of the desired servers.
3. Click **Delete**.
A message that if you want to delete the server is displayed.
4. Click **OK**.

Managing Devices

Topics include:

- [Adding a Single Device Manually](#)
- [Importing Devices](#)
- [Editing Devices](#)
- [Migrating Devices to Another Server](#)
- [Checking the Devices](#)
- [Deleting Devices](#)

Adding a Single Device Manually

If you select a server and enter a unique server URL which is different from the URL bound to the server, the RPS platform performs the redirection according to unique URL you entered when adding a device.

Procedure

1. Click **Device Management**.
2. From the top-right of the page, click **Add**.
3. Enter the MAC address, select the target server and enter the URL.
4. Click **Save**.

Note

After entering the MAC, if it prompts you that your MAC has been added to other enterprise, check your MAC or make an appeal to us if necessary.

Importing Devices

If you want to add multiple devices quickly, you can import devices information in batch. You need to download the template, edit and then import it.


Procedure

1. Click **Device Management**.
2. From the top-right of the page, click **Import**.
3. Click **Download the template**.
4. Add the device information to the template and save it to your local system.
5. Upload the file.
6. Click **Upload** to import devices.

Editing Devices

You can edit the device name, server or URL specified by the device.

Procedure

1. Click **Device Management**.
2. Click  beside the desired account.
3. Edit the device information.
4. Click **Save**.

Migrating Devices to Another Server

You can migrate a single device or multiple devices to another server at once.

Procedure

1. Click **Device Management**.
2. Check the checkboxes of the desired devices.
3. Click **Migrate**.
4. Select the target server.
5. Click **Save**.

Checking the Devices Binding Status

You can check the device binding status, which contains the following status:

- **Bound:** The device is added to the enterprise and has been successfully bound to the server.
- **Unbound:** The device is added to the enterprise but not bound to a server.
- **The MAC address has been bound by other enterprise.**
- **The query fails:** The device does not exist or has not been added in the enterprise.

Procedure

1. Click **Device Management**.
2. From the top-right of the page, click **Check Device**.
3. Enter the device MAC.
4. Click **Check**.

It shows the result of the device binding status.

Deleting Devices

Procedure

1. Click **Device Management**.
2. Check the checkboxes of the desired devices.
3. Click **Delete**.
A message that if you want to delete the device is displayed.
4. Click **OK**.

Viewing Operation Logs

Operation logs record the operation that the administrator or the authorized superior channel performs on the Yealink device management.

Procedure

1. Click **Log Management**.
1. (Optional.) Select the start time and end time, and then click **OK** to search for the desired operation logs.
2. (Optional.) Enter the username or IP in the search box, and then click **Search** to search for the desired operation logs.

You can view the user name, operation type and path, IP, operation time and operation result of all operation logs.