

## 1 Administrators: Set up an InTempConnect® account.

**New administrators:** Follow all the following steps.

**Just adding a new user:** Follow only steps c and d.

- Go to [intempconnect.com](https://intempconnect.com). Click Create Account, complete the page and click Create Account at the bottom of the page. You'll receive an email to activate the account.
- Log into [intempconnect.com](https://intempconnect.com) and add roles. Select Roles from the System Setup menu. Click Add Role, enter a Description, select the Privileges for the role and click Save.
- Select Users from the System Setup menu to add users. Click Add User and enter the email address and first and last name of the user. Select the roles for the user and click Save.
- New users will receive an email to activate their user accounts.

## 2 Register your logger.

- If you're using a mobile device, scan the QR code on the logger. Your default browser opens to the [intempconnect.com](https://intempconnect.com) site. If you're using a computer, go to [intempconnect.com/register](https://intempconnect.com/register).
- Sign in to InTempConnect.
- Choose an account from the Account dropdown.
- Click Add/Remove Device.
- If you scanned the serial number, the serial number field is completed automatically. If you used the above URL on a computer, complete the serial number field using the serial number on the front of the logger.
- Enter the UID number from the side of your logger.
- Click Register Device.
- If it doesn't happen automatically, click Download to save the NIST certificate that is generated while registering the device.

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## 3 Create a shipment.

**Notes:** You cannot restart the CX1002 logger once logging begins. Do not continue with these steps until you are ready to use the logger.

The only way to configure a CX1000 logger is to create a shipment. No other feature in InTempConnect configures it.

Creating the shipment requires privileges (See the InTemp System User's Guide for details). Administrators or those with the required privileges must also set up custom logger profile and trip information fields, which must be done before completing these steps. Note: You must create Locations and at least one CX1000 logger profile in InTempConnect before creating a new shipment. See the InTemp System User's Guide for additional instruction.

To configure the logger, create a shipment as follows in InTempConnect:

- Select Shipments from the Logger Controls menu.
- Click Create Shipment.
- Select CX1000.
- Complete the shipment details.
- Click Save & Configure.

## 4 Deploy and start the logger.

**Important:** You cannot restart the CX1002 logger once logging begins. Do not continue with these steps until you are ready to use the logger.

If necessary, charge the logger with a standard USB-C cable before deploying. Deploy the logger where you will be monitoring the product. Press the button on the logger for 3 seconds when you want logging to begin.

**Note:** To begin the shipment immediately, hold the button down for 3 seconds. The logger begins recording 30 minutes after you push the button. If you do not push the button, the shipment automatically begins 1 hour after you create the shipment in InTempConnect.



For more information on using the logger and the InTemp system, scan the code at the left.



**WARNING:** Do not cut open, incinerate, or heat above 85°C (185°F). The battery may explode if the logger is exposed to extreme heat or conditions that could damage or destroy the battery case. Do not dispose of the logger or battery in fire. Do not expose the contents of the battery to water. Dispose of the battery according to local regulations for lithium batteries.

## 5 Complete the shipment.

Sufficient privileges are required to complete and/or cancel a shipment. Ensure all required data has been uploaded to the cloud prior to completing the shipment. You can verify this by checking the "Last Upload Date" on the Dashboard page in InTempConnect.

- Log in to InTempConnect and navigate to the Shipments page under Logger Controls.
- Select the row of the shipment you want to complete. You'll see a check in the actions column.

**Note:** If notifications are set up, recipients of those notifications receive the associated shipment report automatically.

Sufficient privileges are required to download, preview, and share reports. Log in to InTempConnect to build custom reports.