

eKEY™ QuickStart — Android

To obtain an electronic version of the eKEY for Android User Manual, go to www.supraekey.com and select **Training Resources** and the **eKEY for Android User Manual** link.

Important! You must subscribe to eKEY service through your Association/MLS before you can authorize and use the eKEY software.

Installing Supra Applications

The eKEY software is installed using the Android Market. You must have a Google account set up in order to install the Supra eKEY software.

To install the eKEY software on your smartphone:

1. On your smartphone, select the **Market** icon to launch the Android Market.
2. Select **Search** and search for **Supra eKEY**.
3. Select the **Supra eKEY** application.
4. Select **INSTALL**.
5. Select **OK**.

Once the software is installed, the eKEY icon is shown in your list of applications.

Authorizing eKEY Application

The eKEY software must be authorized with a 30-digit Authorization code before it can be used. You can obtain an authorization code from your Association/MLS.

To authorize your eKEY software:

1. Launch the eKEY application by selecting the eKEY icon.
2. Select **Activate eKEY**.
3. Following the onscreen prompts, enter your 30-digit Authorization code.
4. Select **Authorize**. Your device will automatically connect and authorize and update the eKEY to access iBoxes.

eKEY Fob

Important! You do not need an eKEY Fob to access Bluetooth iBoxes.

The eKEY fob is a device used to translate the Bluetooth signal from your Android smartphone to an infrared signal that can be recognized by the iBox. The eKEY fob is necessary to be able to access keyboxes with your Android smartphone. To use the eKEY Fob:

1. Start the operation on your smartphone.
2. When the software prompts you to power on the eKEY Fob, press the power button until you see the blue light flash. When the blue light flashes the eKEY Fob is communicating with your smartphone.
3. Once you see the green light flash, point the green light on the eKEY Fob at the infrared lens on the iBox.

If this is the first time you are using the eKEY Fob, you may be requested to enter a numeric passkey. The numeric passkey is 0000 (four zeros).

Tip: On some Android smartphones, you will need to tap on the Bluetooth icon and drag the pairing alert down so you can accept the pairing and enter the passcode.



Need help?

Call for free support seven days a week,
5am to 7pm Pacific Toll-free 1-877-699-6787.

Updating your eKEY

Updating the eKEY software allows you to access iBoxes. The eKEY software updates automatically each night by connecting to the Supra network using your smartphone's Internet or WiFi service. In order for an update to occur, your smartphone needs to be turned on and in cell or WiFi coverage.

Manual Update

If your eKEY software is expired and you are in cell or WiFi coverage, you can do a wireless manual update by selecting the **Update** icon and then selecting **Wireless Update**.

If your eKEY software is expired and you are out of cell or WiFi coverage, you can obtain an update code.

To obtain an update code from SupraWEB:

1. Go to www.supraekey.com and login to SupraWEB with your user ID and password.
2. Select the *Update Code* link under Quick Links. The update code displays.

To obtain an update code from KIMvoice:

1. Call KIM at 1-888-968-4032.
2. Enter your eKEY serial number and PIN code, followed by the # sign.
3. Press 1 on the phone for an update code.

To enter the update code into the eKEY software:

1. Select the **eKEY** icon to open the eKEY application.
2. Select **Update**.
3. Select **Emergency Update Code**.
4. Enter the update code.

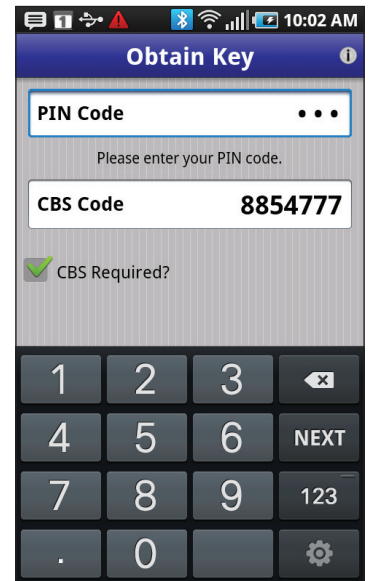
Obtain Key

You'll need your updated eKEY and your 4-digit PIN to access the listing keys in the key container on an iBox.

1. Select the **Obtain Key** icon from the main eKEY screen.
2. Enter your PIN code and select **Begin**.
3. For an iBox, power on the eKEY fob by pressing the power button until the blue light flashes. When the green light blinks, point the eKEY fob at the iBox.
4. For a Bluetooth iBox, press up on the bottom of the iBox to turn it on.
5. Upon success, press up on the bottom of the iBox to release the key container.

Customize your PIN code

1. On your computer navigate to www.supraekey.com and login to SupraWEB with your user ID and password.
2. Select **Change PIN**.



Change Your PIN Code

Your PIN gives you secure access to Supra keyboxes. Please memorize your PIN or keep it in a safe place.

Your PIN must be 4 numeric digits.

Change PIN Code

Current PIN:

New PIN:

Confirm New PIN:

3. Enter your current PIN code.
4. Enter the new PIN code you would like to use confirm and click **Save**.
5. On your smartphone, select the **eKEY** icon to open the eKEY application.
6. Select **Update** and then select the **Wireless Update** to have the new PIN code delivered to your eKEY device.

Open Shackle

To release the shackle on an iBox you'll need the 4-digit shackle code for the iBox.

1. Select the **Open Shackle** icon from the main eKEY screen.
2. Enter the iBox shackle code and select **Begin**.
3. If you don't want the iBox added to your inventory, turn off **Add to Inventory**.
4. For an iBox, power on the eKEY fob by pressing the power button until the blue light flashes. When the green light blinks, point the eKEY fob at the iBox.

Upon success the shackle releases.

5. For a Bluetooth iBox, press up on the bottom of the iBox to turn it on.
Push up on the bottom of the iBox BT with one hand while pushing down on the shackle with the other hand. Then pull up on the shackle to remove it completely from the iBox BT.

Change iBox Settings

You can use your eKEY software to change settings in your iBoxes. If your Broker or Association/Board/MLS owns the iBoxes, be sure to check with them before changing settings in an iBox. You'll need to have the iBox with you to save the new settings.

To change a setting on an iBox:

1. Select the eKEY icon to open the eKEY application.
2. Select the **Inventory** icon. A list of the keyboxes in your inventory displays.
3. Select the iBox from the list to view its settings.
4. Select the field you want to change and then update the information. A gold star to the left of the field indicates a change has been made to the setting that has not been updated in the iBox.
5. Select **Program**.
6. Enter the shackle code of the iBox and select **Begin**. If you are changing the shackle code, enter the old shackle code one last time here.
7. For an iBox, power on the eKEY Fob by pressing the power button until the blue light flashes. When the green light blinks, point the eKEY Fob at the iBox.

For an iBox BT, press up on the bottom of the iBox BT to turn on Bluetooth.

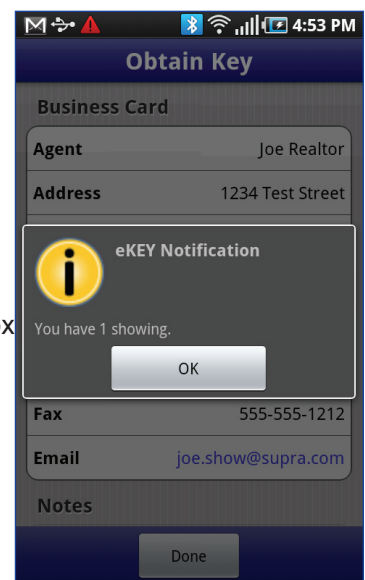
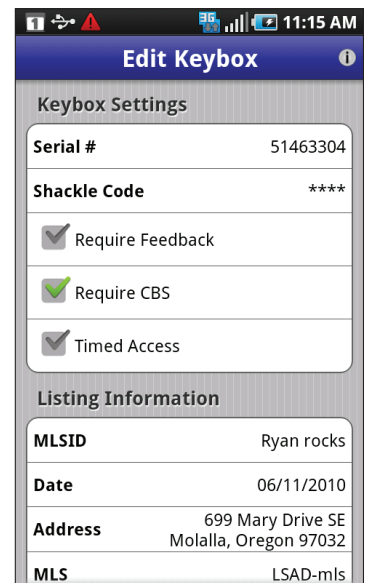
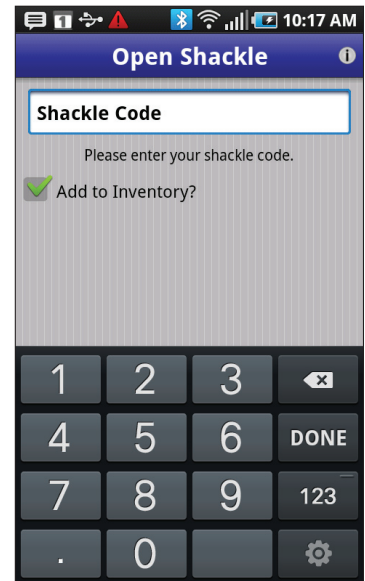
Once the programming has completed, your screen will show your updated values.

Showing Activity

As a listing agent, there are several ways to see who has shown your listings. To view showing information, the keyboxes placed on your listings first need to be in your keybox inventory. You can manage your keybox inventory both on your eKEY and at the Supra website and any changes are synchronized during your next eKEY update.

Showing Notifications

Once your keyboxes are in your keybox inventory, showing messages automatically display in your eKEY software whenever a keybox in your inventory is shown.



Managing your KeyBox Inventory on your Smartphone

You can view your iBox inventory by selecting the **Inventory** icon on the main eKEY screen. A list of your keyboxes are displayed. Select a keybox from the list to view detailed information. You can add or delete keyboxes, view and change their settings, and assign a listing ID to them in your eKEY software under the Inventory icon. Add a keybox by selecting the **Add Keybox** icon or by releasing the shackle on the keybox. Delete a keybox by selecting the keybox in Inventory and then selecting **Delete**.

Keep your reports accurate by making sure the listing ID is current when you place a keybox on a listing or remove it from a listing. To assign the listing ID to an iBox using your smartphone, select the box in your Inventory and select **Edit**. Change the listing ID and select Program. Enter the shackle code of the iBox and select **Begin**. Point the infrared lens on the eKEY Adapter at the infrared lens on the iBox to change the settings in the iBox.

Managing your KeyBox Inventory at SupraWEB

1. Go to www.supraekey.com and login to SupraWEB with your SSO and password.
2. From SupraWEB select **LISTINGS** and then select **Keyboxes** to view a list of keyboxes in your inventory.
3. To add a keybox, select the **Add Keybox** link and enter the keybox serial number, shackle code, and the MLS number where the box is located.
4. To assign a listing to a keybox already in your inventory, select the **Assign Listing** dropdown, choose the keybox and enter the MLS number where the keybox is located.

Viewing Showing Reports at SupraWEB

When you first login to SupraWEB, the Showings Dashboard displays the showing activity at your listings. To create a report to be printed or emailed, select **REPORTS** and then the type of report.

DateTime ▾	ListingID ◆	Address ◆	ShowingAgent ◆	Keybox# ◆	Key# ◆
3/2/2010 8:32am	28171987	5224 Lowell Rd Aumsville OR 97325	Brian Graves brian.hauge@ge.com (503)315-0613 Bentley Properties (503)747-1901	53063757	5172545
2/25/2010 7:00pm	343434	7624 Mistwood Drive NE Keizer OR 97303	Brian Graves brian.hauge@ge.com (503)315-0613 Bentley Properties (503)747-1901	20029935	5172545
2/24/2010 9:52am	343434	7624 Mistwood Drive NE Keizer OR 97303	Brian Good brian.hauge@ge.com (503)315-0613 Century 21 Olympus (503)491-7531	20029935	5172540

Instant Showing Email

You can have the system send you a real-time email when someone opens one of your keyboxes or sends you showing feedback. On SupraWEB select **Settings** and then **General Email** to set up this feature. Enter your email address and check each type of notice you want to receive.

