Valnes WebLock app user manual
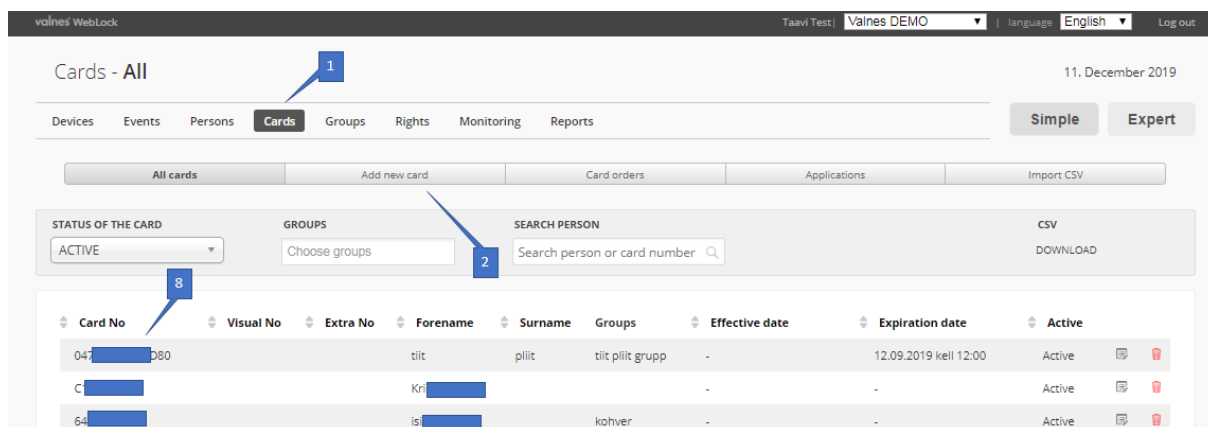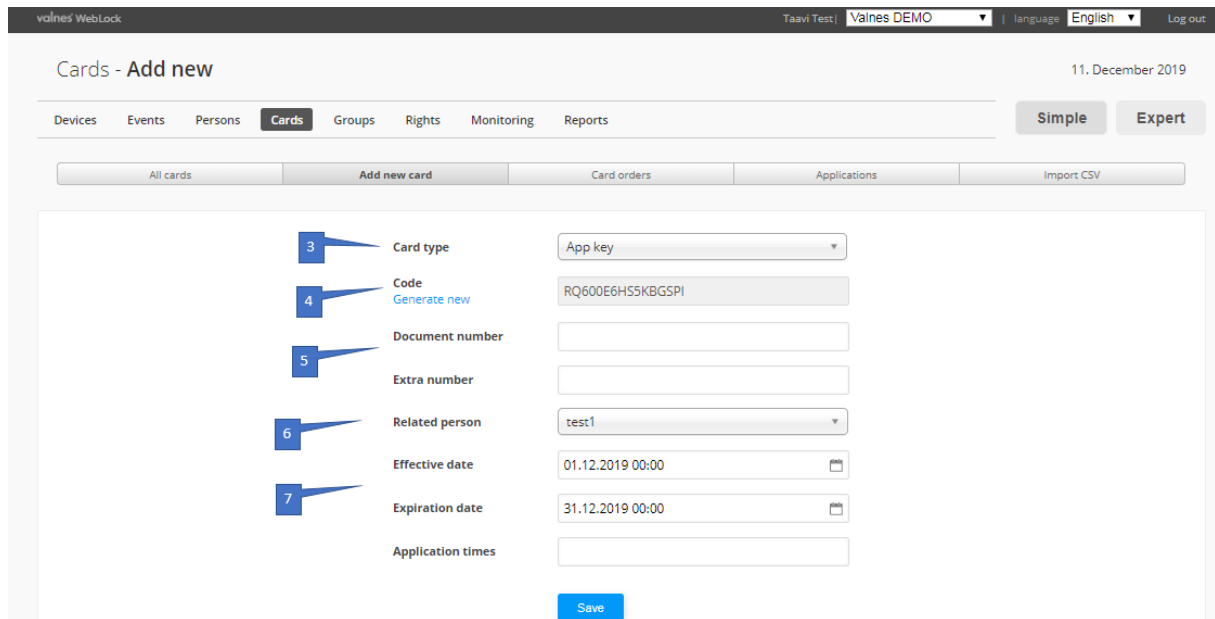
Valnes WebLock app allows share access rights via WebLock App Keys. When you want to grant access to someone, you can generate an App Key in management console (https://login.valnes.ee). The receiver will have to download Valnes WebLock app (Android: https://play.google.com/store/apps/details?id=login.valnes.ee.valnesdoor , iOS: TBA) and input the Valnes WebLock App Key to activate access.

Creating an app key:

1) Select „Cards" from main menu (Picture 1.);
2) Select „Add new card" from sub-menu;
3) In „Add new card" view, choose „App key" from card type drop-down menu.
4) When chosen, a generated App Key will appear. This key can be sent to whom you want to give access to;
5) „Document number" and „Extra number" fields can be used to add any text. For example, why the key was generated and to who it was given when, etc;
6) Select from the „Related person" drop-down menu the person from your account, who should receive this key. Note: All access that person has, will be made available with the key generated. For example, if the person has access to Door #1 Monday to Friday 9:00-12:00 for the whole year, and we set expiry date to 10th of august, then the Door #1 will disappear from app on 11th of august.
7) „Effective date" and „Expiration date" allow you to limit access to certain time window. For example, you need. When all done, don't forget to click „Save"!
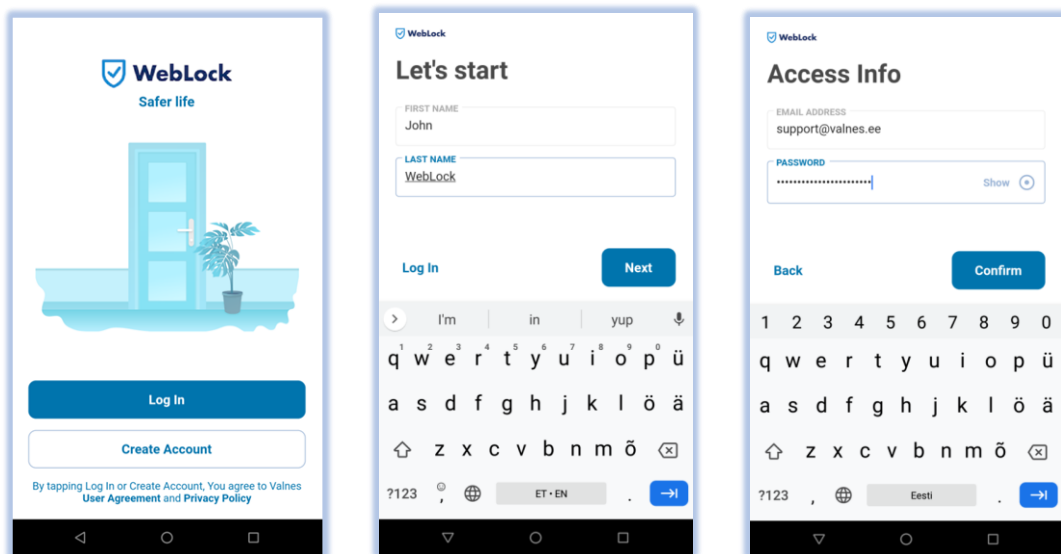

Picture 1. Cards menu
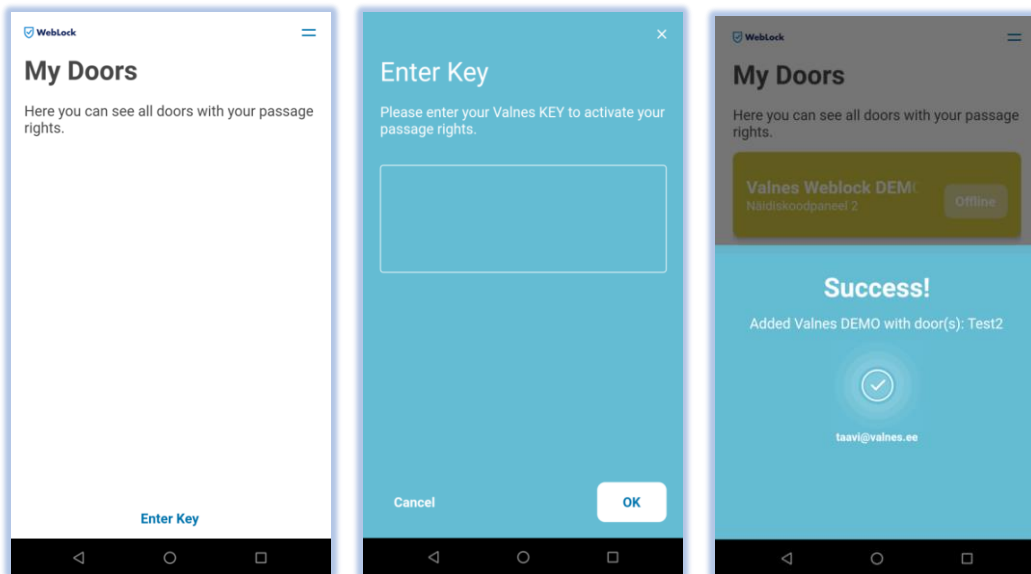
Picture 2. "Add a new card" view

Downloading Valnes WebLock app and registering an App Key
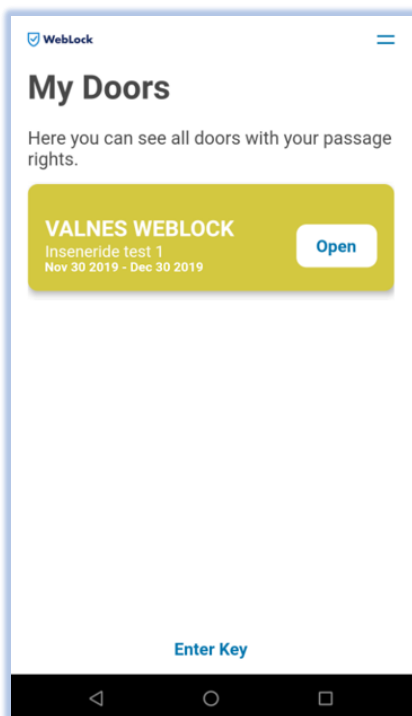
1) Download Valnes WebLock app;
2) Create an account;

Picture 3. Valnes WebLock

3) Enter first name and last name, then click „Next";
4) Enter e-mail address and password that you would like to use, then click „Confirm". After that you will receive an email to verify that the e-mail address is yours. After verification, account is created.
5) First, you will see no doors. Click „Enter key" to input Valnes WebLock App Key created earlier;

Picture 4. "Doors" view and adding an App Key

6) Type in or paste the App Key and then press „OK";
7) When previous step was successful, you'll see the doors delegated to you via Valnes WebLock App Key. If the key has

In case of questions, please contact support@valnes.ee