PDK PROJECT GUIDE

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PREPARATION PHASE

Welcome to the first phase of your PDK project with Greenlogic! Here's what you can expect during this phase:

1. Digitized Sitemap Production

Greenlogic will first create a digital version of the sitemap to lay the groundwork for the upcoming steps.

2. Confirmation Site Audit (CSA)

With the digitized sitemap in hand, we'll then perform the CSA together with the customer.

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3. Materials Provided during CSA

PDK Manual for Management Dashboard

This manual will guide those responsible for managing residents via the app, ensuring they can navigate and utilize its features effectively.

PDF preview

Resident PDK App Information Manual

A comprehensive guide to help understand and operate the Resident PDK App.

PDF preview

Resident Info Upload

Alongside the manuals, you will also receive the PDK excel sheet template. This sheet is designed to capture all the required information about the residents. Please ensure that the sheet is filled out with all the necessary details.
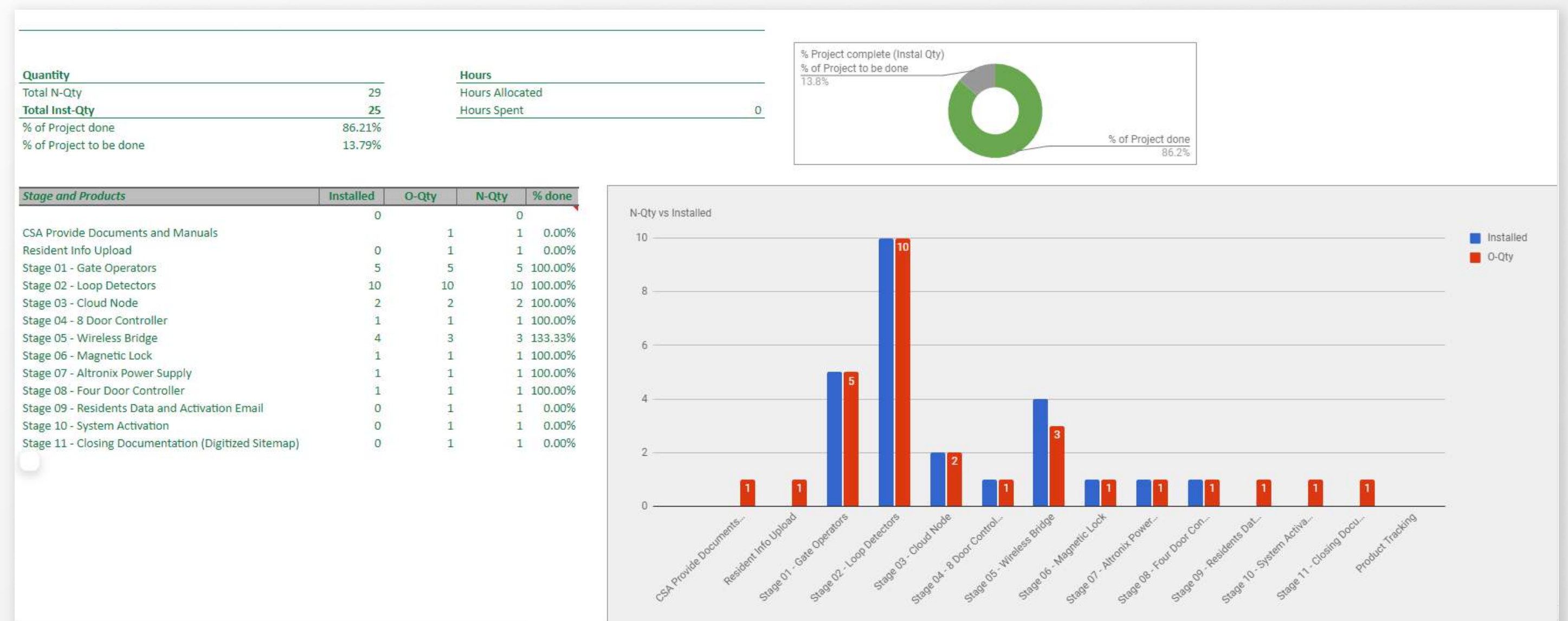
Sheet preview

INSTALLATION PHASE

Welcome to the installation phase of your PDK project with Greenlogic. The specifics of this phase can vary depending on the scope of work and the items involved.

Our Commitment

We understand the importance of this phase to the overall success of your project. Rest assured, our team will be closely monitoring the entire installation process. We are committed to keeping you informed and will ensure you're updated on the progress of your project at every significant milestone.

ACTIVATION PHASE

This phase is crucial as it brings the system to life, making it operational for residents. Here's the step-by-step process you can expect during this phase:

Residents Data and Activation Email

Step 1 Filling Out the Residents' Data

- If you haven't already, you can download the excel sheet **here** and complete it with all necessary residents' information.
- Once filled out, send the excel sheet to your dedicated Greenlogic sales representative.
- Notify your residents that they will receive activation emails from the PDK system.
- Ensure residents receive the **Greenlogic PDK Mobile App guide.**

Step 2 Initial Activation by Greenlogic

- Greenlogic will process the provided data.
- Activation emails will be sent out to grant user access to the residents.

MANAGING RESIDENTS' DATA & FINAL ADJUSTMENTS

Note: After the initial activation by Greenlogic, any subsequent changes to the residents' data, such as adding new residents or removing old ones, will need to be managed by customers.

Any changes discussed previously will be implemented in this phase.
This will be the final stage for any requested changes, such as setting up timers on specific access points like the GYM, computer room, or YOGA studio.

Step 3 System Activation by Greenlogic

- The entire system will be activated, ensuring it's fully operational for all residents.

Step 4: Training by Greenlogic

- Our technicians will provide training to the management team on the operation of the installed access systems. A user manual will be provided for reference.

COMPLETION PHASE

As we approach the final stage of your PDK project with Greenlogic, it's time to finalize the setup.

Confirm Access Points Closure

We will coordinate with you to close specific access points, such as the drive gate, walk gates, amenity area doors, and any other relevant points.
Your feedback and confirmation are crucial during this phase to ensure everything is set up to your satisfaction.

Thank you for partnering with Greenlogic on this project. We're here to assist with any further needs or adjustments.

DIVE DEEPER WITH PDK

To help you get the most out of your PDK system, we're sharing a curated playlist on YouTube. This playlist offers in-depth tutorials, insights, and best practices.

We invite you to check it out for a deeper understanding and to enhance your experience with PDK.

Curated PDK Playlist

▶ **Cloud-based access control made easy - ProdataKey**

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