



AdminManager User Manual

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Customer Service

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Getting Started

Getting Started

The AdminManager enables you to remotely manage your Baseline products from a desktop, tablet, or mobile device.

In the AdminManager, you can easily perform the following tasks:

- Add BaseStation 3200 controllers, BaseStation 1000 controllers, and FlowStations to AppManager
- Update info for any products that have been added to AppManager
- Update the firmware on any products that have been added to AppManager

Here are the basic steps for getting started with the AdminManager.

1. Activate your AppManager account. Refer to "Activating Your AppManager Account " below.
2. Sign into AppManager and launch AdminManager. Refer to "Signing Into AppManager and Launching AdminManager" on the next page..

Activating Your AppManager Account

When you are ready to activate your AppManager account, call Baseline Support at 866-294-5847. Be prepared to provide the following information:

- Company name
- Site name
- The full name of the person who is to be the company administrator
- The email address of the person who is to be the company administrator

Baseline Support will assign the company admin username and password.

Signing Into AppManager and Launching AdminManager

Because AdminManager is an app within AppManager, you need to sign into AppManager in your web browser, and then launch AdminManager from the menu of available apps.

1. Open your web browser. Make sure you are using the most current version of Google Chrome, Mozilla Firefox, or Safari.

IMPORTANT! AppManager and AdminManager are not compatible with Microsoft Internet Explorer or Microsoft Edge.

2. In the URL field of the web browser, type the following web URL:

<https://baselineapps.net/>

3. In the **Sign In** box, type your username and password in the appropriate fields.
4. Click the **Sign In** button. The AppManager interface displays.
5. Click the AdminManager icon  in the menu on the left. The AdminManager menu displays.
6. Select the option for the product that you want to manage.

Signing Out of AppManager

1. Click the **Menu** icon  in the upper-left corner.
2. Click **Sign Out**.

Manage FlowStations

Adding a FlowStation to AppManager

1. Install the FlowStation communication module according to the instructions that came with the equipment.
2. Make sure the FlowStation is powered up and the communication module is connected.
3. Enable the AppManager connection in the FlowStation and connect the FlowStation. Write down the authorization PIN that displays on the FlowStation. Pay close attention to the case of the letters. Refer to the related topics in the FlowStation User Manual.
4. Activate your AppManager account. Refer to "Activating Your AppManager Account " on page 1.
5. Sign into AppManager. Refer to "Signing Into AppManager and Launching AdminManager" on page 2.
6. Click the AdminManager icon  in the menu on the left.
7. Click the **Manage FlowStations** option. The Manage FlowStations page displays.
8. Click **Add FlowStation**. The FlowStation Information pane displays.
9. Click the **FlowStation General Information** header row to expand the section if necessary.
10. In the **Description** field, type a description to identify the FlowStation.
Note: Limit the number of characters in the Description to 42 characters. If you enter a longer description, the FlowStation will automatically shorten it, and then pass the new version back to AppManager.
11. In the **Activation PIN** field, type the PIN that you got from the FlowStation. Make sure to match the case of the letters exactly.

12. Click in the **Site** field. From the list that displays, select the site where the FlowStation is located.
13. Complete the optional **Geographical Settings** as needed.
14. Click **Add**. The Manage FlowStations page shows the newly added FlowStation in the list.

Adding a BaseStation 3200 Controller to a FlowStation

Make sure that the BaseStation 3200 irrigation controller that you want to add to the FlowStation is connected to the FlowStation at the controller. If not, refer to Connecting a BaseStation 3200 Controller to the FlowStation in the FlowStation User Guide.

1. Sign into AppManager. Refer to "Signing Into AppManager and Launching AdminManager" on page 2.
2. Make sure the FlowStation that you want to add the controller to has been added to AppManager. If not, refer to "Adding a FlowStation to AppManager" on the previous page.
3. Click the AdminManager icon  in the menu on the left.
4. Click the **Manage FlowStations** option. The Manage FlowStations page displays.
5. Click the FlowStation that you want to add the controller to. The FlowStation Settings page displays.
6. Click **Edit** in the lower-right corner.
7. Scroll down the page, and then click the **Flow Managed Controllers** header row to expand the section if necessary.
8. Scroll down if necessary, and then click **Add Controller**.
9. In the **Select a Controller** field, click the drop-down arrow, and then select the controller from the list that displays.
10. Click **Save**. The FlowStation Settings page shows the newly added controller in the list.

Viewing FlowStation Information

In the AdminManager submenu, click **Manage FlowStations**. The Manage FlowStations page displays. Click in the row for the FlowStation that you want to view information for. The FlowStation Information Summary displays in a slide-out pane. Click the header rows to expand or collapse the sections. Scroll down the slide-out pane to see all of the summary information.

Perform any of the following tasks to view additional information:

View the FlowStation General Information

1. On the Information Summary slide-out pane, click the **FlowStation General Information** header row to expand the section if necessary.
2. Review the information in the Description and Site fields. If you need to change any of the information, refer to "Updating the FlowStation Description" on the next page. or "Assigning the FlowStation to a Different Site" on page 7.
3. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

View the FlowStation Firmware Version

1. On the Information Summary slide-out pane, click the **Firmware Updates** header row to expand the section if necessary.
2. Review the information in the Current Version field. If a firmware update is available, an indicator displays in the header row. If you need to update the firmware on the FlowStation, refer to "Updating the FlowStation Firmware" on page 8.
3. Disregard the Custom Version field. This field is only used with help from Baseline Support.

4. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

View the FlowStation Geographical Information

1. On the Information Summary slide-out pane, click the **Geographical Settings** header row to expand the section if necessary.
2. Review the information in the fields. If you need to update any of the information, refer to "Updating the Geographical Information for the FlowStation" on page 8.
3. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

View Irrigation Controllers Managed by the FlowStation

1. On the Information Summary slide-out pane, click the **Flow Managed Controllers** header row to expand the section if necessary.
2. Click the header row for a controller to display the details. If you need to add a controller, refer to "Adding a BaseStation 3200 Controller to a FlowStation" on page 4.
3. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

Updating the FlowStation Description

1. In the AdminManager submenu, click **Manage FlowStations**. The Manage FlowStations page displays.

2. Click in the row for the FlowStation that you want to assign to a different site. The controller information displays in a slide-out pane.
3. Click **Edit** in the lower-right corner.
4. Click the **FlowStation General Information** header row to expand the section if necessary.
5. In the **Description** field, type a description to identify the FlowStation.

Note: Limit the number of characters in the Description to 42 characters. If you enter a longer description, the FlowStation will automatically shorten it, and then pass the new version back to AppManager.

6. Click **Save**.

Assigning the FlowStation to a Different Site

If you have more than one site under your company, you can change the site that a FlowStation is assigned to. Refer to [Understanding the Data Hierarchy in BaseManager](#).

1. In the AdminManager submenu, click **Manage FlowStations**. The Manage FlowStations page displays.
2. Click in the row for the FlowStation that you want to assign to a different site. The controller information displays in a slide-out pane.
3. Click **Edit** in the lower-right corner.
4. Click the **FlowStation General Information** header row to expand the section if necessary.
5. In the **Site** field, click the drop-down arrow, and then select the new site from the list.
6. Click **Save**.

Updating the FlowStation Firmware

When a FlowStation is connected to the AppManager server, the firmware version on the FlowStation is compared to the version on the server. If a newer firmware version is available, you can update the FlowStation from AdminManager.

1. In the AdminManager submenu, click **Manage FlowStations**. The Manage FlowStations page displays.
2. Click in the row for the FlowStation that you want to update the firmware on. The controller information displays in a slide-out pane.
3. Click the **Firmware Updates** header row to expand the section if necessary. The Current Version field shows the version of firmware that is running on the controller. If a firmware update is available, the version displays in the Available Version field.
4. To update the firmware, click **Update** in the **Available Version** row. The firmware update is applied to the FlowStation controller. It may take several minutes for the firmware update to complete.

Note: Disregard the Custom Version field unless Baseline Support directs you to enter a custom firmware ID.

5. Click **<BACK** in the upper-left corner of the slide-out pane to return to the Manage FlowStations page.
6. Click in the row for the FlowStation that you updated the firmware on. The controller information displays in a slide-out pane.
7. Verify that the new firmware version displays in the **Current Version** field. If the firmware did not update as expected, please call Baseline Support at 866-294-5847.

Updating the Geographical Information for the FlowStation

1. In the AdminManager submenu, click **Manage FlowStations**. The Manage FlowStations page displays.

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2. Click in the row for the FlowStation that you want to update the geographical information for. The controller information displays in a slide-out pane.
 3. Click **Edit** in the lower-right corner.
 4. Click the **Geographical Settings** header row to expand the section if necessary.
 5. In the **Street Address** field, type the address where the FlowStation is located.
 6. In the **Country** field, click the drop-down arrow, and then select the county from the list.
 7. In the **State** field, click the drop-down arrow, and then select the state from the list. The server validates the address that you entered and displays a list of possible cities.
 8. Either type the city name or select it from the list that displays.
 9. In the **Zip Code** field, type the zip code for the address where the FlowStation is located
 10. Click **Save**.

Manage BaseStation 3200 Controllers

Adding a BaseStation 3200 Controller to AppManager

1. Install the BaseStation 3200 communication module according to the instructions that came with the equipment.
2. Make sure the BaseStation 3200 is powered up and the communication module is connected.
3. Enable the AppManager connection in the BaseStation 3200 and connect the BaseStation 3200 . Write down the authorization PIN that displays on the BaseStation 3200. Pay close attention to the case of the letters. Refer to the related topics in the BaseStation 3200 User Manual.
4. Activate your AppManager account. Refer to "Activating Your AppManager Account " on page 1.
5. Sign into AppManager. Refer to "Signing Into AppManager and Launching AdminManager" on page 2.
6. Click the AdminManager icon  in the menu on the left.
7. Click the **Manage BaseStation 3200s** option. The Manage BaseStation 3200s page displays.
8. Click **Add BaseStation 3200**. The BaseStation 3200 Information pane displays.
9. Click the **BaseStation 3200 General Information** header row to expand the section if necessary.
10. In the **Description** field, type a description to identify the BaseStation 3200 controller.

Note: Limit the number of characters in the Description to 42 characters. If you enter a longer description, the BaseStation 3200 will automatically shorten it, and then pass the new version back to AppManager.

11. In the **Activation PIN** field, type the PIN that you got from the BaseStation 3200. Make sure to match the case of the letters exactly.
12. Click in the **Site** field. From the list that displays, select the site where the BaseStation 3200 is located.
13. Complete the optional **Geographical Settings** as needed.
14. Click **Add**. The Manage BaseStation 3200s page shows the newly added BaseStation 3200 in the list.

Viewing BaseStation 3200 Information

In the AdminManager submenu, click **Manage BaseStation 3200s**. The Manage BaseStation 3200s page displays. Click in the row for the BaseStation 3200 that you want to view information for. The BaseStation 3200 Information Summary displays in a slide-out pane. Click the header rows to expand or collapse the sections. Scroll down the slide-out pane to see all of the summary information.

Perform any of the following tasks to view additional information:

View the BaseStation 3200 General Information

1. On the Information Summary slide-out pane, click the **BaseStation 3200 General Information** header row to expand the section if necessary.
2. Review the information in the Description and Site fields. If you need to change any of the information, refer to "Updating the BaseStation 3200 Description" on the facing page or "Assigning the BaseStation 3200 to a Different Site" on page 14.
3. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

View the BaseStation 3200 Firmware Version

1. On the Information Summary slide-out pane, click the **Firmware Updates** header row to expand the section if necessary.
2. Review the information in the Current Version field. If a firmware update is available, an indicator displays in the header row. If you need to update the firmware on the BaseStation 3200, refer to "Updating the BaseStation 3200 Firmware" on the next page..
3. Disregard the Custom Version field. This field is only used with help from Baseline Support.
4. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

View the BaseStation 3200 Geographical Information

1. On the Information Summary slide-out pane, click the **Geographical Settings** header row to expand the section if necessary.
2. Review the information in the fields. If you need to update any of the information, refer to "Updating the Geographical Information for the BaseStation 3200" on page 15.
3. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

Updating the BaseStation 3200 Description

1. In the AdminManager submenu, click **Manage BaseStation 3200s**. The Manage BaseStation 3200s page displays.
2. Click in the row for the BaseStation 3200 that you want to update the description for. The controller information displays in a slide-out pane.

3. Click **Edit** in the lower-right corner.
4. Click the **BaseStation 3200 General Information** header row to expand the section if necessary.
5. In the **Description** field, type a description to identify the BaseStation 3200.

Note: Limit the number of characters in the Description to 42 characters. If you enter a longer description, the BaseStation 3200 will automatically shorten it, and then pass the new version back to AppManager.

6. Click **Save**.

Assigning the BaseStation 3200 to a Different Site

If you have more than one site under your company, you can change the site that a BaseStation 3200 is assigned to. Refer to [Understanding the Data Hierarchy in BaseManager](#).

1. In the AdminManager submenu, click **Manage BaseStation 3200s**. The Manage BaseStation 3200s page displays.
2. Click in the row for the BaseStation 3200 that you want to assign to a different site. The controller information displays in a slide-out pane.
3. Click **Edit** in the lower-right corner.
4. Click the **BaseStation 3200 General Information** header row to expand the section if necessary.
5. In the **Site** field, click the drop-down arrow, and then select the new site from the list.
6. Click **Save**.

Updating the BaseStation 3200 Firmware

When a BaseStation 3200 is connected to the AppManager server, the firmware version on the BaseStation 3200 is compared to the version on the server. If a newer firmware version is available, you can update the BaseStation 3200 from AdminManager.

1. In the AdminManager submenu, click **Manage BaseStation 3200s**. The Manage BaseStation 3200s page displays.
2. Click in the row for the BaseStation 3200 that you want to update the firmware on. The controller information displays in a slide-out pane.
3. Click the **Firmware Updates** header row to expand the section if necessary. The Current Version field shows the version of firmware that is running on the controller. If a firmware update is available, the version displays in the Available Version field.
4. To update the firmware, click **Update** in the **Available Version** row. The firmware update is applied to the BaseStation 3200 controller. It may take several minutes for the firmware update to complete.
Note: Disregard the Custom Version field unless Baseline Support directs you to enter a custom firmware ID.
5. Click **<BACK** in the upper-left corner of the slide-out pane to return to the Manage BaseStation 3200s page.
6. Click in the row for the BaseStation 3200 that you updated the firmware on. The controller information displays in a slide-out pane.
7. Verify that the new firmware version displays in the **Current Version** field. If the firmware did not update as expected, please call Baseline Support at 866-294-5847.

Updating the Geographical Information for the BaseStation 3200

1. In the AdminManager submenu, click **Manage BaseStation 3200s**. The Manage BaseStation 3200s page displays.
2. Click in the row for the BaseStation 3200 that you want to update the geographical information for. The controller information displays in a slide-out pane.
3. Click **Edit** in the lower-right corner.

4. Click the **Geographical Settings** header row to expand the section if necessary.
5. In the **Street Address** field, type the address where the BaseStation 3200 is located.
6. In the **Country** field, click the drop-down arrow, and then select the county from the list.
7. In the **State** field, click the drop-down arrow, and then select the state from the list. The server validates the address that you entered and displays a list of possible cities.
8. Either type the city name or select it from the list that displays.
9. In the **Zip Code** field, type the zip code for the address where the BaseStation 3200 is located
10. Click **Save**.

Manage BaseStation 1000 Controllers

Adding a BaseStation 1000 Controller to AppManager

1. Install the BaseStation 1000 communication module according to the instructions that came with the equipment.
2. Make sure the BaseStation 1000 is powered up and the communication module is connected.
3. Enable the AppManager connection in the BaseStation 1000 and connect the BaseStation 1000 . Write down the authorization PIN that displays on the BaseStation 1000. Pay close attention to the case of the letters. Refer to the related topics in the BaseStation 1000 User Manual.
4. Activate your AppManager account. Refer to "Activating Your AppManager Account " on page 1.
5. Sign into AppManager. Refer to "Signing Into AppManager and Launching AdminManager" on page 2.
6. Click the AdminManager icon  in the menu on the left.
7. Click the **Manage BaseStation 1000s** option. The Manage BaseStation 1000s page displays.
8. Click **Add BaseStation 1000**. The BaseStation 1000 Information pane displays.
9. Click the **BaseStation 1000 General Information** header row to expand the section if necessary.
10. In the **Description** field, type a description to identify the BaseStation 1000 controller.

Note: Limit the number of characters in the Description to 42 characters. If you enter a longer description, the BaseStation 1000 will automatically shorten it, and then pass the new version back to AppManager.

11. In the **Activation PIN** field, type the PIN that you got from the BaseStation 1000. Make sure to match the case of the letters exactly.
12. Click in the **Site** field. From the list that displays, select the site where the BaseStation 1000 is located.
13. Complete the optional **Geographical Settings** as needed.
14. Click **Add**. The Manage BaseStation 1000s page shows the newly added BaseStation 1000 in the list.

Viewing BaseStation 1000 Information

In the AdminManager submenu, click **Manage BaseStation 1000s**. The Manage BaseStation 1000s page displays. Click in the row for the BaseStation 1000 that you want to view information for. The BaseStation 1000 Information Summary displays in a slide-out pane. Click the header rows to expand or collapse the sections. Scroll down the slide-out pane to see all of the summary information.

Perform any of the following tasks to view additional information:

View the BaseStation 1000 General Information

1. On the Information Summary slide-out pane, click the **BaseStation 1000 General Information** header row to expand the section if necessary.
2. Review the information in the Description and Site fields. If you need to change any of the information, refer to "Updating the BaseStation 1000 Description" on the facing page or "Assigning the BaseStation 1000 to a Different Site" on page 20.
3. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

View the BaseStation 1000 Firmware Version

1. On the Information Summary slide-out pane, click the **Firmware Updates** header row to expand the section if necessary.
2. Review the information in the Current Version field. If a firmware update is available, an indicator displays in the header row. If you need to update the firmware on the BaseStation 1000, refer to "Updating the BaseStation 1000 Firmware" on the next page..
3. Disregard the Custom Version field. This field is only used with help from Baseline Support.
4. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

View the BaseStation 1000 Geographical Information

1. On the Information Summary slide-out pane, click the **Geographical Settings** header row to expand the section if necessary.
2. Review the information in the fields. If you need to update any of the information, refer to "Updating the Geographical Information for the BaseStation 1000" on page 21.
3. When you have finished viewing the details, perform one of the following options:
 - Go back to the previous slide-out pane by clicking **< Back**.
 - Close the slide-out pane by clicking **X**.

Updating the BaseStation 1000 Description

1. In the AdminManager submenu, click **Manage BaseStation 1000s**. The Manage BaseStation 1000s page displays.
2. Click in the row for the BaseStation 1000 that you want to update the description for. The controller information displays in a slide-out pane.

3. Click **Edit** in the lower-right corner.
4. Click the **BaseStation 1000 General Information** header row to expand the section if necessary.
5. In the **Description** field, type a description to identify the BaseStation 1000.

Note: Limit the number of characters in the Description to 42 characters. If you enter a longer description, the BaseStation 1000 will automatically shorten it, and then pass the new version back to AppManager.

6. Click **Save**.

Assigning the BaseStation 1000 to a Different Site

If you have more than one site under your company, you can change the site that a BaseStation 1000 is assigned to. Refer to [Understanding the Data Hierarchy in BaseManager](#).

1. In the AdminManager submenu, click **Manage BaseStation 1000s**. The Manage BaseStation 1000s page displays.
2. Click in the row for the BaseStation 1000 that you want to assign to a different site. The controller information displays in a slide-out pane.
3. Click **Edit** in the lower-right corner.
4. Click the **BaseStation 1000 General Information** header row to expand the section if necessary.
5. In the **Site** field, click the drop-down arrow, and then select the new site from the list.
6. Click **Save**.

Updating the BaseStation 1000 Firmware

When a BaseStation 1000 is connected to the AppManager server, the firmware version on the BaseStation 1000 is compared to the version on the server. If a newer firmware version is available, you can update the BaseStation 1000 from AdminManager.

1. In the AdminManager submenu, click **Manage BaseStation 1000s**. The Manage BaseStation 1000s page displays.
2. Click in the row for the BaseStation 1000 that you want to update the firmware on. The controller information displays in a slide-out pane.
3. Click the **Firmware Updates** header row to expand the section if necessary. The Current Version field shows the version of firmware that is running on the controller. If a firmware update is available, the version displays in the Available Version field.
4. To update the firmware, click **Update** in the **Available Version** row. The firmware update is applied to the BaseStation 1000 controller. It may take several minutes for the firmware update to complete.
Note: Disregard the Custom Version field unless Baseline Support directs you to enter a custom firmware ID.
5. Click **<BACK** in the upper-left corner of the slide-out pane to return to the Manage BaseStation 1000s page.
6. Click in the row for the BaseStation 1000 that you updated the firmware on. The controller information displays in a slide-out pane.
7. Verify that the new firmware version displays in the **Current Version** field. If the firmware did not update as expected, please call Baseline Support at 866-294-5847.

Updating the Geographical Information for the BaseStation 1000

1. In the AdminManager submenu, click **Manage BaseStation 1000s**. The Manage BaseStation 1000s page displays.
2. Click in the row for the BaseStation 1000 that you want to update the geographical information for. The controller information displays in a slide-out pane.
3. Click **Edit** in the lower-right corner.

4. Click the **Geographical Settings** header row to expand the section if necessary.
5. In the **Street Address** field, type the address where the BaseStation 1000 is located.
6. In the **Country** field, click the drop-down arrow, and then select the county from the list.
7. In the **State** field, click the drop-down arrow, and then select the state from the list. The server validates the address that you entered and displays a list of possible cities.
8. Either type the city name or select it from the list that displays.
9. In the **Zip Code** field, type the zip code for the address where the BaseStation 1000 is located
10. Click **Save**.