

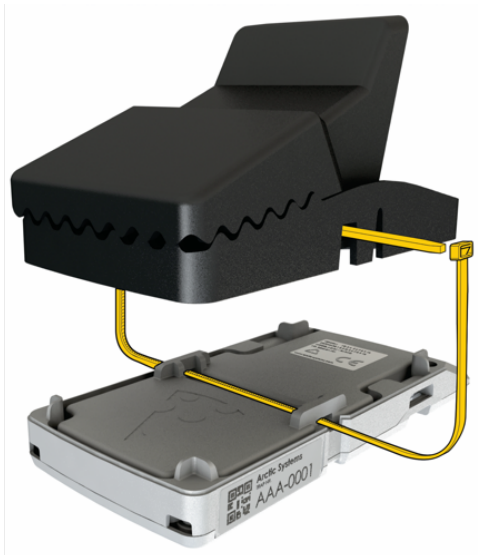
# RATMO QUICK START GUIDE Ver 5 (Eng.)

## SNAP TRAPS

### MOUNTING TRAPS – Bell laboratories T-Rex.

The first thing to do with your new RATMO device(s) is to mount a rodent trap. The RATMO performs best when mounted to a Bell Laboratories T-Rex or similar.

The method of mounting is to use a standard 350mm cable tie round the body of the trap, either through the hoops, as for the T-Rex, or round the RATMO for other brands.



Trim the cable tie with a pair of sharp cutters

*# Tip – a pair of pliers can help to pull the cable tie tight before cutting*

## CAGE TRAPS

There are 2 mounting options for cage traps **DOOR** and **TOP MOUNT**. For cage traps with hinged door the best solution is to attach the RATMO on the **DOOR**, the RATMO will sense the shock from the door closing, the cheese logo should be as far from the hinge as possible see pictures below. For cage traps with a falling door, there is the option to have the RATMO mounted on the **TOP** of the cage, here the RATMO will sense the shockwave that goes through the trap as the door falls in to its final position.



**TOP MOUNT** A run through cage trap with the RATMO mounted top side close to the door.



**DOOR MOUNT** The RATMO mounted on the cage door, note the position of the “cheese” logo on the RATMO, this should always be as far away from the hinge as possible

# THE RATMO

The RATMO is designed to give the user the information required, these include, Status, Battery Level, Signal Level.

## QR CODE ID

This is the unique RATMO number that is used to identify the device, is it the same as the numerical number on the right hand side.

## ARMED LIGHT

This red LED is used to show the user that the unit is armed, when armed the Led turns off after 10 sec when in monitoring mode

## ACTIVATION POINT

The area around this symbol is where the RATMO is turned on, re-armed, and turned off with the magnetic activation key.



## POWER INDICATION

This LED indicates that the unit is powered up when the unit is turned on

## BATTERY LEVEL

These LEDS display the battery level of the unit. Units with one level of battery should have the batteries replaced within 4 weeks.

## SIGNAL LEVEL

These LEDS display the signal level at the location. This highlights areas of poor signal quality when placing the traps.

## NUMERICAL ID

This is the unique number used to identify the trap. The QR code when scanned delivers this number to the APP.



# FROM CLIENTS TO TRAPS

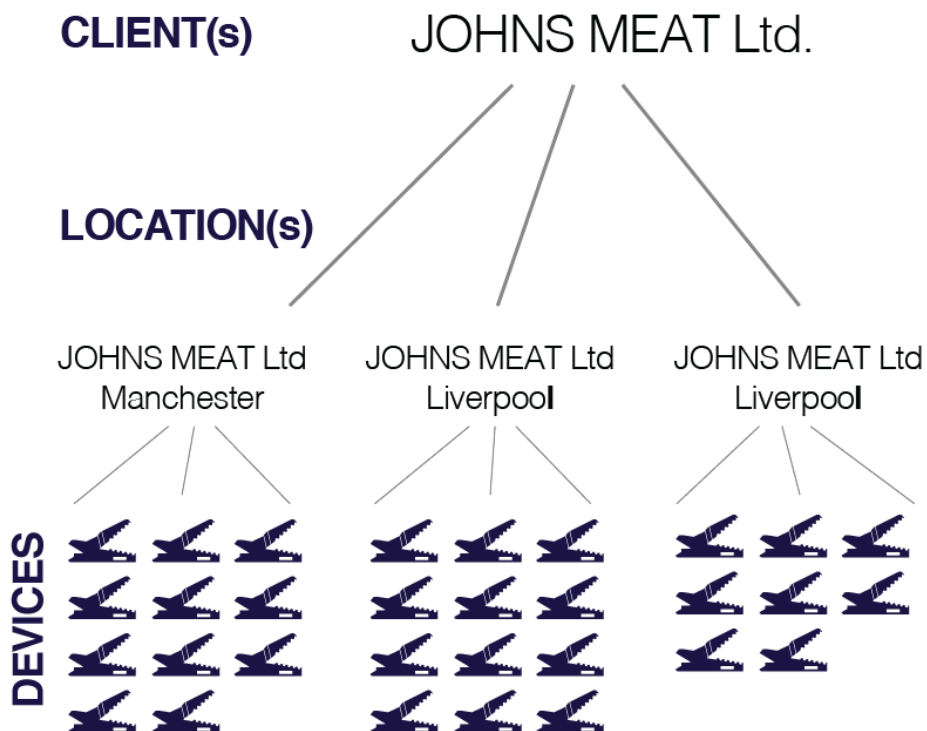
## CREATE CLIENT - DEFINE LOCATION – PLACE RATMO

After preparing the smart traps, the next thing to look at is how the Smart City System is built up. At the top of the tree there is always one or more **clients**, the client is ultimately the one receiving the invoices and site reports. A **client** can have one or more **locations**.

**Locations** are the sites where pest monitoring & prevention work will take place

For example the **client** Johns Meat Ltd is the head office that takes care of 3 **locations** where production is done. Alternatively the Client could have been Johns meat Ltd Liverpool, in which case the location would have the same address as the client.

Each location can have one or more RATMO devices monitoring activity





# APP OVER VIEW

Note: to log on to the app the user must be set up in the Smart City Terminal.

The APP gives the overview for the crew in the field. Clients, sites and trap status can all be set-up and access from within the app.

Down load the App from Apples APP Store. Search for Arctic Systems Smart City APP.



## Arctic Smart City APP

Once the app has started, log on using the e-mail and password that has been assigned to your User Account in the Smart City Terminal. Contact your System Administrator for this.

**REGISTERED E-MAIL ADDRESS**



**REGISTERED PASSWORD**

## ≡ MAIN MENU



Swipe right to go from the LOCATIONS menu into the MAIN MENU or Click on the Main menu logo



## LOCATION MENU

For access to location date

## CLIENTS MENU

For access to client details and settings

## ABOUT

All about the APP version and setup

## LOG OUT

Log out.

## SCAN TRAP

Anywhere you can pick a trap up, scan it and go to work!



Adding a client is the first thing to do in the process of set up. The CLIENTS MENU is where you can manage your clients, this includes also adding and removing clients. A Client is the one who will receive the invoice and the reports. A client may have one or more locations.



Adding locations is the second thing to do in the overall process, however the LOCATION MENU will be the menu that is used most in service. In the LOCATION MENU you can add one or more locations to a client. The locations generally will be different addresses belonging to the client but we will talk more about this in the LOCATION MENU chapter.



The ABOUT MENU is where you can see which application version you are using.



LOG-OUT is used for simply logging out of the system. Logging out is recommended when you are not working to protect the data in the system.



SCAN TRAP er et logo, du vil se på et par steder omkring i APP'en. Ved at bruge dette værktøj kan du scanne enhver fælde, du vil blive bragt til stedet i systemet, hvor fælden er registeret, det vil sige den placering, du står i. Eller hvis fælden ikke er registeret, bliver du bedt om at regester fælden til et sted.



## THE CLIENTS MENU

In the CLIENTS MENU it is possible to see all of your clients. These clients may have been set up by yourself, or assigned to you by the Administrator from the Smart City Terminal web interface.

Under each client's name is the number of locations each client has.

### MAIN MENU

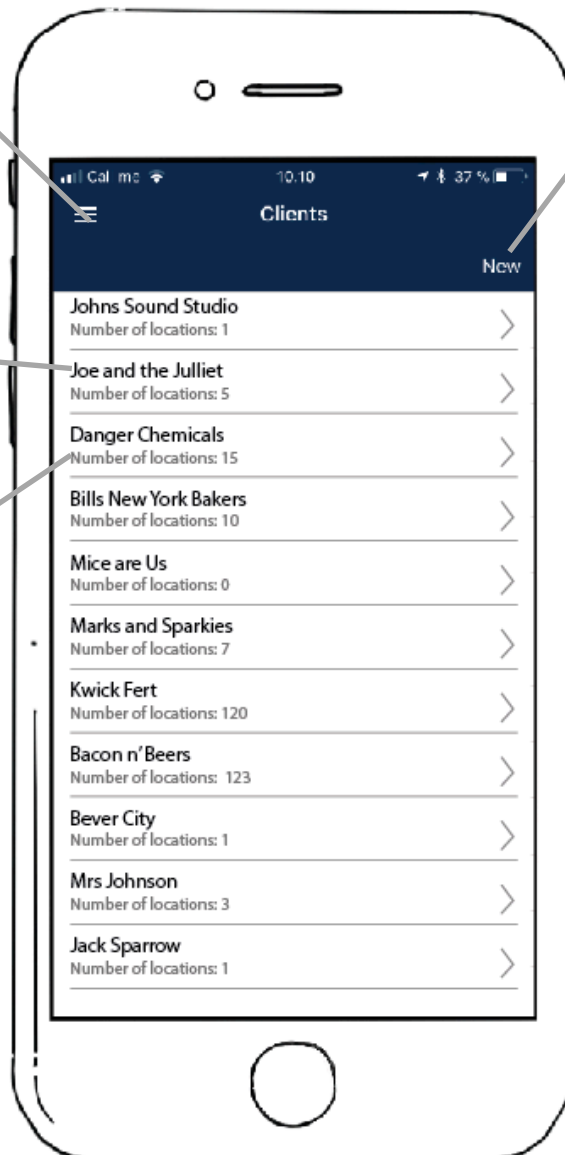
To return to the MAIN MENU click here

### CLIENTS NAME

Usually the company name

### No. LOCATIONS

The number of locations



### NEW CLIENT

Click here to set up a new client



## ADDING A CLIENT

To access the NEW CLIENT form, click NEW in the upper right window of the clients menu, see the previous page.

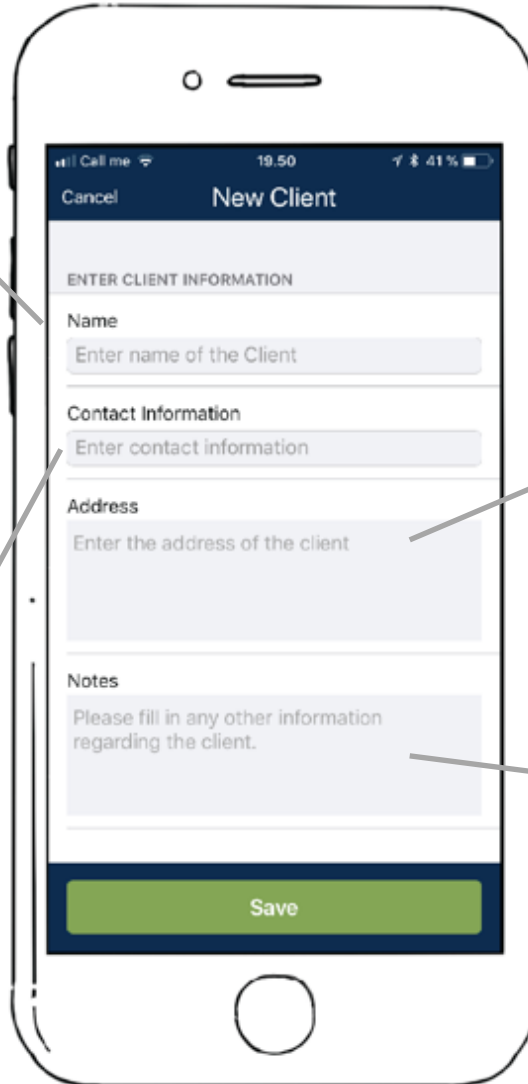


### CLIENT NAME

This is the name of the client that will be paying the bills, eg,  
*Daves Butchers*  
*Yorkshire bank*  
*Mrs Brown*

### CONTACT INFORMATION

Name of Contact and telephone number,



### ADDRESS

This is the address where the invoice and audit report will be sent.

### NOTES

Any special extra info on the client. How best to contact them, any special agreements etc.

There are 3 important pieces of information for setting up a client out in the field.

1. The name of the client, this should be the name of the company you will be working for.
2. The address, this should be the address where the invoice and reports will be sent
3. Contact Info, the name and number of the contact person.  
*(e-mail info can be added in the Smart City Terminal)*
4. Notes, any notes about preferences, or past suppliers or infestations can be written here.

The information written here can be edited via the SMART CITY TERMINAL by any user with administrator privileges.



## THE LOCATION MENU

The location menu is where an overview of trap activity can be made.

### MAIN MENU

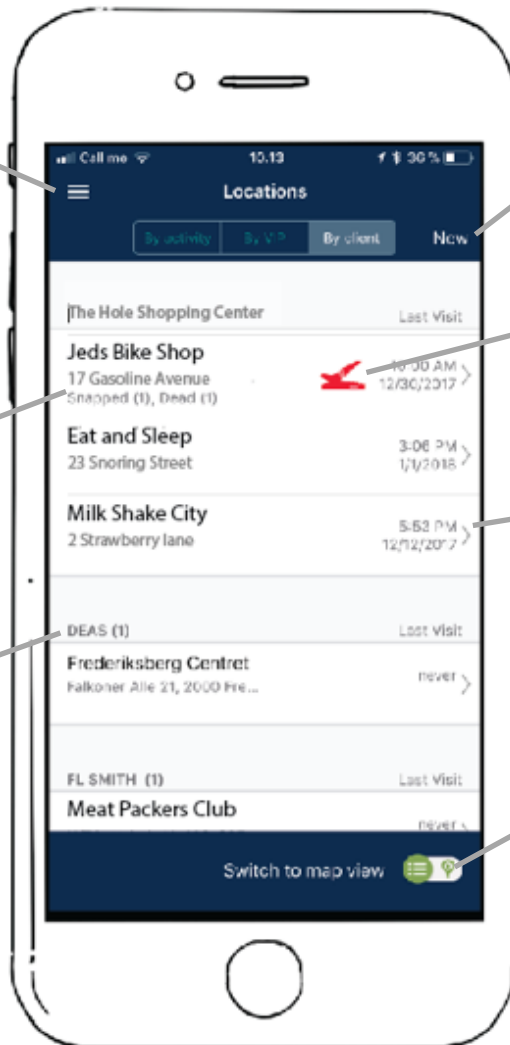
Short cut back to the MAIN MENU

### ADDRESS+STATUS

Below the location name is the first line of the address and an overview of the active traps

### CLIENT NAME

The client name is shown in the bar above the locations.



### NEW LOCATION

Click here to add a new location

### ACTIVITY LOGO

A red trap highlights Activity on this location

### LAST VISIT

This is the date of the last visit.

### MAP VIEW

If you press this switch a full overview of all the traps and activity can be seen on google maps.

The locations can be filtered in 3 ways

**Activity** - By Activity will show the LOCATIONS with the activated traps (recommended)

**Clients** - By Client will list the location by Client alphabetically

**★VIP** - This will always put the important clients to the front of the list, VIP clients will receive a yellow background and a star icon in the list .

## ADDING A LOCATION OVERVIEW



### NAME

This is the name of the location where the traps will be placed. In the case of a Client with more than one location then this will name one of the satellite locations. In the case of a Client with only one location then could be the same location as the billing address.

### CLIENT

This menu allows you to select the client that will own this location.

### CONTACT INFO

This will be the contact info for the gate keeper to this site, it could be a caretaker, facility manager or the owner of the site. Write the name and number here.

### VIP

Selecting this allows a Location to have VIP status, this could be a food production facility, pharmaceutical factory or restaurant where immediate action is required.

### ADDRESS

This is where the address of the location will be recoded, see the next section for more information. Write the address in, or guess from position then press lookup GPS coordinates to add to map.



# MAP OVERVIEW

The map overview is used to get an overall impression of where things are happening. This can be on a large scale over an area of the city or on a smaller street scale if there is more than one location on a street. Note due to programming differences these are displayed differently on Iphone and Android.

## MAIN MENU

Short cut back to the MAIN MENU

## FILTER SELECTION

The overview can be displayed according to Activity, Clients or VIP.

## STATUS BALLS

Each status ball represents the status at one location. Zooming out will cause the status balls to merge. Zoom in again to split them. Clicking\* on the ball will bring you to the location overview the with the selected client.

(\* in next software release)

## TRAPS ON LOCATION

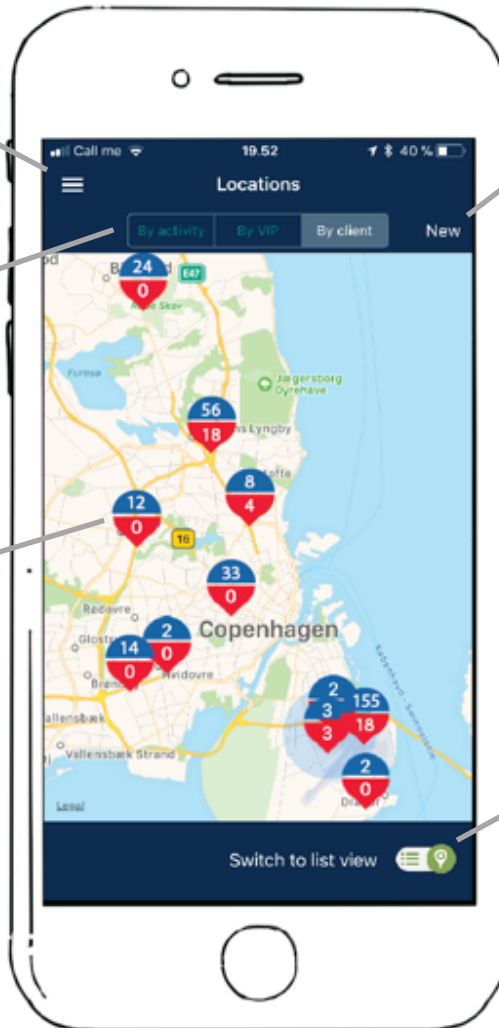
The number show in blue represents the number of RATMOs on the given location

## X MARKS THE SPOT

Well not quite X, but the point marks the location on the map where the RATMOs are located

## NEW LOCATION

Short cut back to the MAIN MENU



**MAP VIEW**  
To go back to the location menu, press this switch



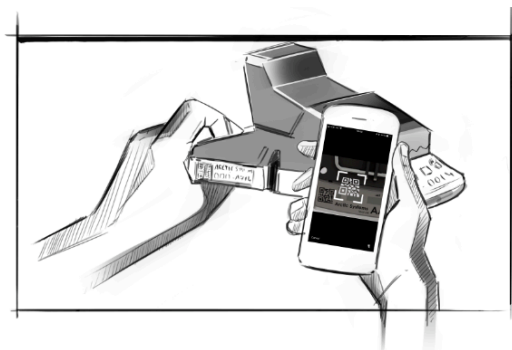
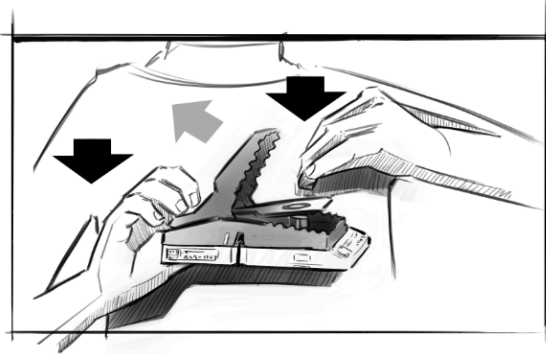
## ACTIVATED TRAPS

The number in red shows the number of RATMOS that have snapped or that require attention

# WORKING THE RATMO.

## BAIT – SCAN - DETAILS - ARM

### BAIT THE RATMO



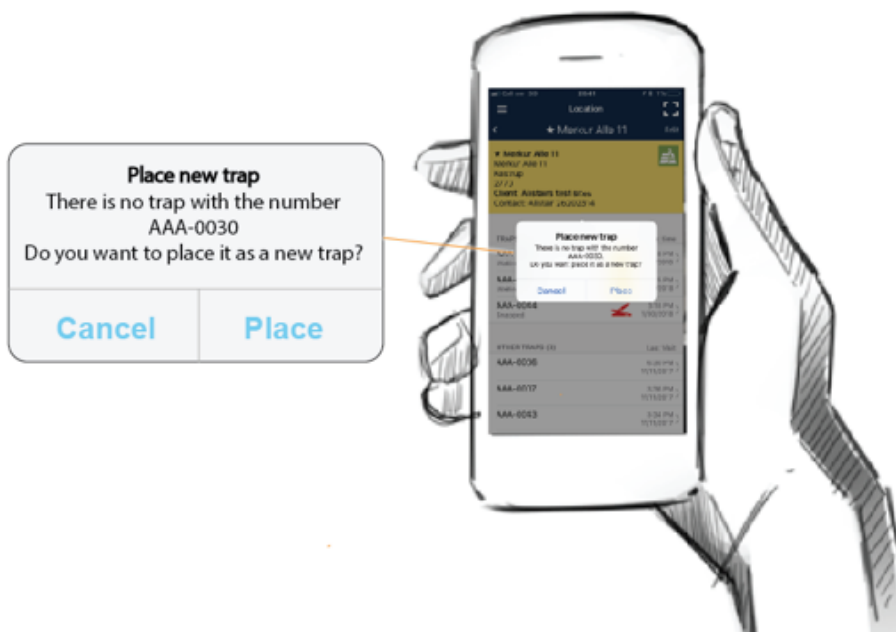
Adding bait to the traps can be done prior to the site visit or once on site. To bait the traps hold the arm firmly in place with one hand and place the bait in the trap with the other.

Baits should be chosen that suit the environment and can be left on site until the next inspection.

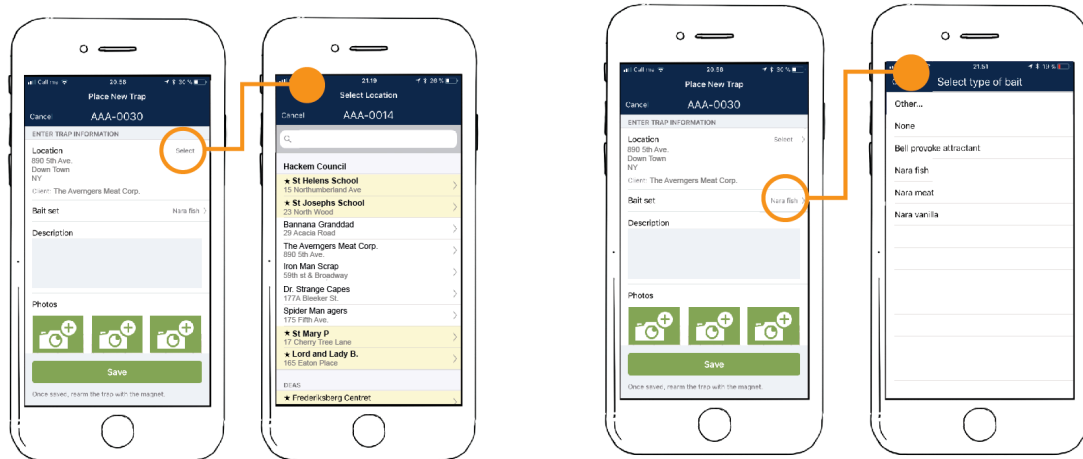
*# TIP – Choose a bait depending on the location. If you are in a grain depot, then your quarry is most likely eating grain. If you are in a cinema your quarry is most likely eating popcorn. Look what food sources are available in the local area and adapt your techniques.*

### SETTING THE RATMO – SCAN THE QR CODE

Take a new RATMO and scan the code on the front or side of the device. The APP will now identify the unit and ask you to confirm placement of the trap. Press **Place**

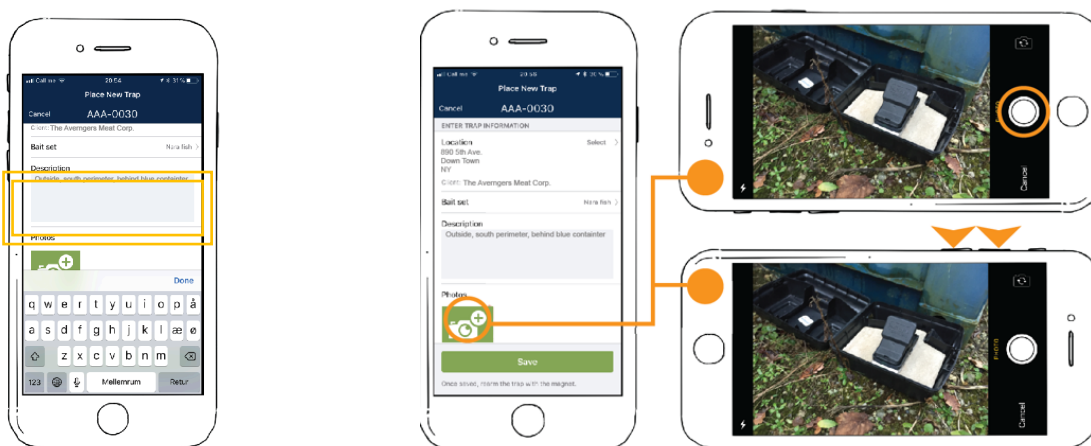


## ENTER THE DETAILS



(left) Select a **Location** from the drop-down menu to do this click on **Select** then select a **Location** from the list. Locations are sorted according to the **clients**. Clients with stars and yellow backgrounds are the VIP clients.

(right) On the **Bait** menu there are several standard industrial baits, choosing other will allow you to type and experiment with your own baits. **Note:** We are working on a new bait list and plan to update this page soon! Watch this space!



**Notes** are one of the most important things when placing a trap. The notes will not only help you locate a trap next time, but they will also be one of the ways to arrange the RATMO traps in the audit reports. Type your notes and press **Return** to continue.

Adding some **pictures** is the best way to help identify your traps when you get called out, it's also a great way to help make great site audit reports in the future.



## ARM THE RATMO



Arm the RATMO with the magnet key, hold the **magnet key over the logo** until a beeping sound is heard. The arming process has now been started, once the RATMO has a run through a self-check and contacting the backend there is approx. 45 seconds before the trap is armed. The arming sequence can be heard as a series of tones followed by a long tone, the LED under the



arming logo will show red for 15 seconds.

Close the bait box and place it on a stable piece of ground before the final beeping tone is heard.

## RATMO's MONITORING PAGE

### ADDRESS OF LOCTION

The location where rodent control is in progress.

### CLIENT

The company or person paying the invoice

### LOCATION CONTACT

The contact who is responsible for giving access to the site, and the person who should be given feedback about issues.

### REGISTER VISIT

When servicing the trap this button or the scan function is used to start the process of registering a visit.

### TRAP STATUS

There are 3 different status icons that can be displayed here. (See the section on trap status)

### HISTORY

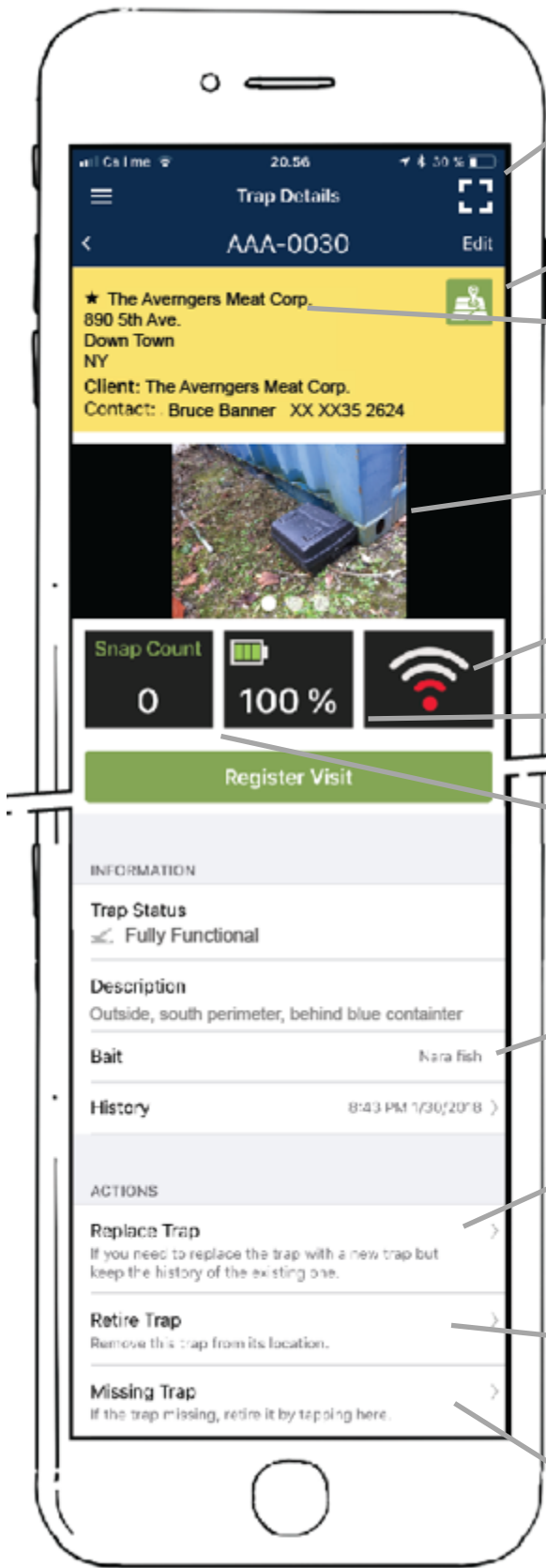
Clicking on the history bar gives an overview of check-ins from the first day the trap was placed. (See the section on history for more details)

Once the trap is entered into the system and had been armed the icon and "Fully Functional" will be displayed under Trap Status. This normally takes 1 – 2 seconds after the final arming tone is heard.

This **Trap Details** page can also be accessed in 3 ways

1. Picking the RATMO up and scanning the QR code. Then selecting "Trap Details"
2. 2 from the location page, by selecting a specific trap.
3. As the last step in the deployment of the RATMO.





## SCAN

You can hop to any trap by picking it up and scanning from this page

## MAP VIEW

Select this icon to get driving directions to the site

## NAME OF LOCATION

The name given to the location where the trap is placed.

## PICTURE OF TRAP LOCATION

By default, this is the first picture taken

## SIGNAL LEVEL

This is the strength of the signal at the location

## BATTERY LEVEL

Battery is the status of the battery. *(See the section on battery life for more details.)*

## SNAP COUNT

Snap count is the number of successful kills the trap has made in the location.

## BAIT

The bait selected when setting the RATMO up on location

## REPLACE

This "Actions" option allows for a trap with a low battery in an important place to be replaced with a new trap, whilst the collected data at this location will remain linked to the location.

## RETIRE TRAP

This "Actions" option allows for retirement to be programmed into the backend, so the next time the traps is woken it will retire, useful for closing down a site.

## MISSING TRAP

Will delete a trap from the list in the event that it is damaged or stolen.

ACTIONS

## TRAP STATUS

What the alert icons mean:



**Fully Functional.** The normal status of traps in the field when monitoring and in good condition.



**Snapped.** The trap has seen a snap event. The trap should be inspected as soon as possible.



**Live animal in trap.** In this circumstance, the trap has seen movement after the snap event. This may be caused by an injured animal that was not killed or by similar animals inspecting or attempting to eat the dead rodent. In any case these traps should receive extra attention. Visiting a site where a half-eaten animal can be found is a clear sign that more rodents are in the area.



**Missed Check-in.** From time to time RATMOs may be placed in places with poor signal coverage, or a mast may be busy or undergoing maintenance when a RATMO tries to check in. In such a case the message “Missed check-in” will be displayed. Under most circumstances the trap will check in again the next day.



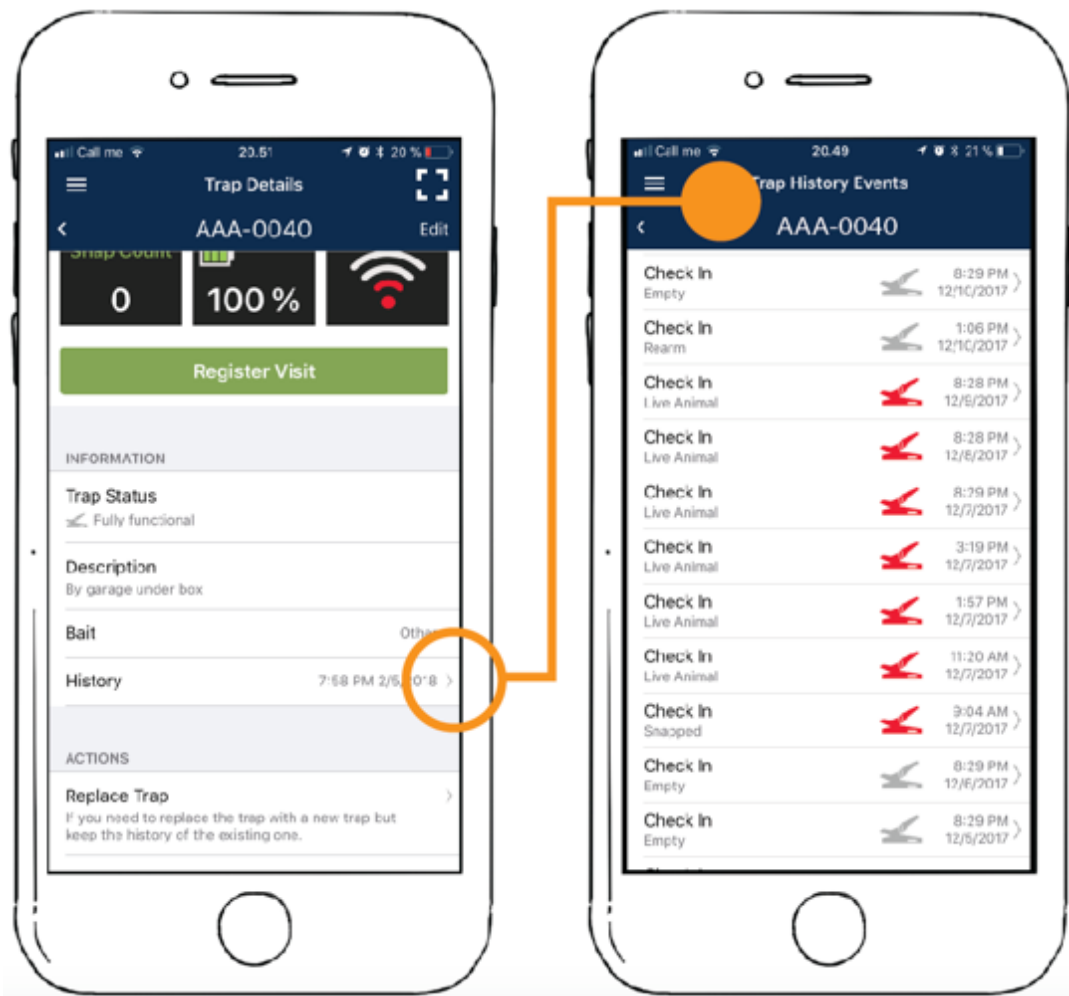
**DEAD / Missing in Action.** If for some reason the trap has been damaged or stolen this message may appear. The back end has been waiting for 4 days for the RATMO to check in. In the event that you RATMO has experienced technical issues please contact us, we will gladly help you out and get you monitoring again!



**LOW BATTERY** it's time to start planning those battery changes!

## HISTORY

Every day the RATMO's check in to confirm they are OK, on doing so they will log a **Check-In – Empty** report under **History**. If the trap snaps the trap will ring in and log a **Check-in – Snapped report**. If there continues to be movement on the traps then there will be issued at **Check-in – Live Animal** report. If the trap is not visited, then the status will remain until the following day and ultimately until the trap is visited. ( note this 24 hr check in may be changed depending on local requirements and requirements to extent the battery life beyond the normal specified life )

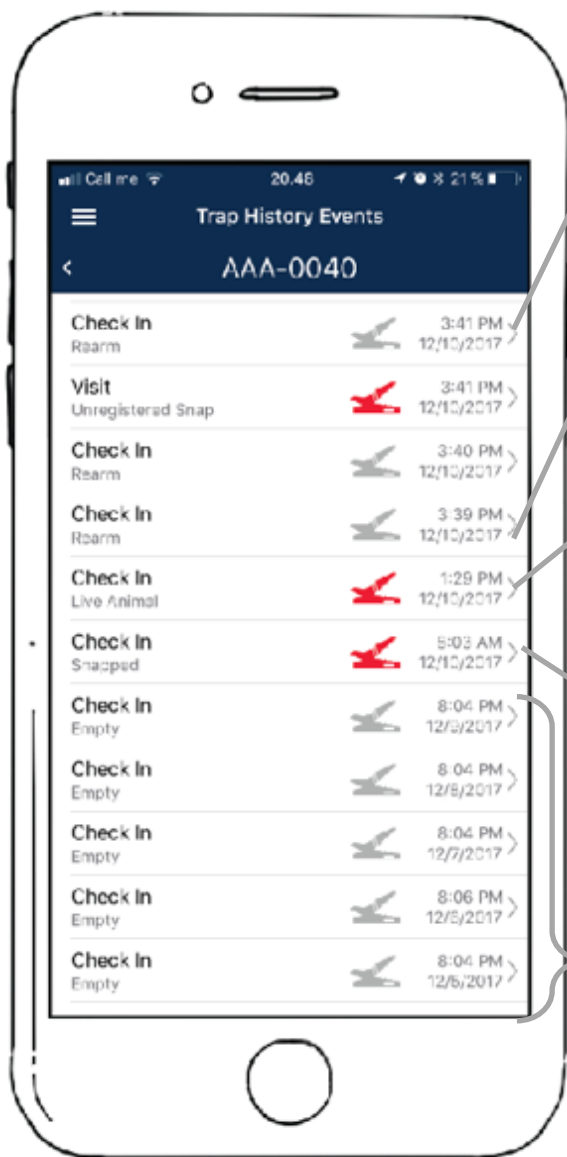


### Trap History Events

The history events log can be accessed under trap details for each trap. It contains all the check in details since the trap was placed on location.



## HISTORY LOG



### Check in, Rearm

This is the trap been re-armed with the magnet key and entering in to monitoring mode again.

### Visit

When clearing a trap the visit is logged, there are several extra things recorded during a visit, including a picture of the rodent, the actual status of the trap and the new bait if the trap is re-armed.

### Check in, Live Animal

In the rare occasion that the rodent is caught and not killed out right, then the trap will detect vibrations and upgrade its status to a Live Animal in trap. Note this could also be other rodents playing with a kill.

### Check in, Snapped Trap.

The trap has snapped and has called to register this event. The trap will report the time of the snap and the temperature, as well as reporting battery & signal levels.

### 24 Hr Check ins.

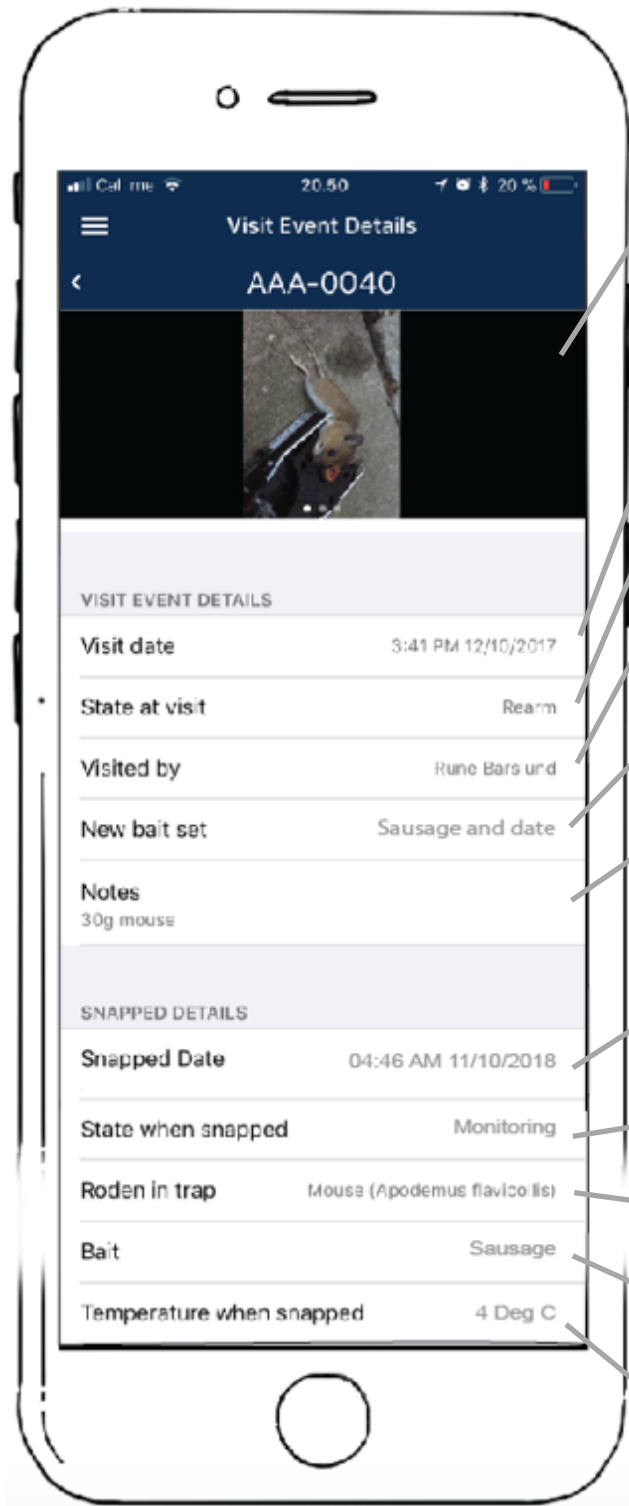
These check-ins are standard check-ins where the trap is saying, I am ok, this is my battery and signal level, and this is the temperature where I am.

The Trap History Events tell the story of what the trap has seen since it was deployed in this location. It can be useful for checking battery levels, temperature on site and for seeing which point in time the RATMOs have snapped.



## Visit Report

Going in to the History and the visit reports will allow you to see what were the last animals caught by the RATMO in that area of the location. The following details can be seen



### PICTURE

Up to 3 picture can be stored when clearing a trap.

### DATE AND TIME

The date and time of the visit

### STATE OF TRAP

The state of the RATMO at visit is recorded here, this is for statistical purposes.

### VISIT BY

As more that one user can be assigned to a location, this shows which user serviced or cleared the RATMO

### NEW BAIT SET

Here you can see which bait type has been put in the trap.

### NOTES

This can be what ever you think is important, weight, sex, or even diseases noticed.

### SNAPPED DATE

The date and time the trap snapped. To show time from snap to visit.

### STATE WHEN SNAPPED

Used for statistical purposes.

### RODENT IN TRAP

The recorded rodent in the trap

### BAIT

For creating a statistical overview of the preferred baits in a location

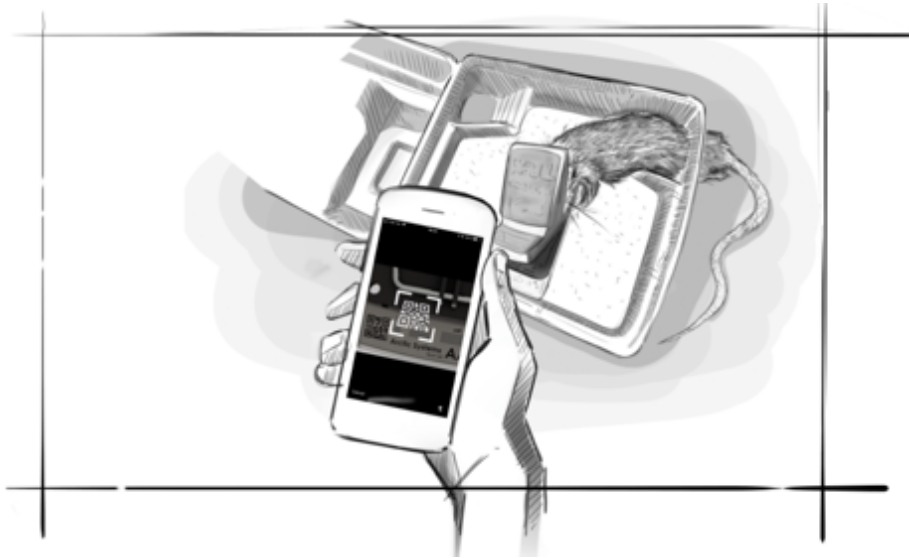
### TEMP. WHEN SNAPPED

This is also a useful tool for discovering feeding trends in the locations you are working

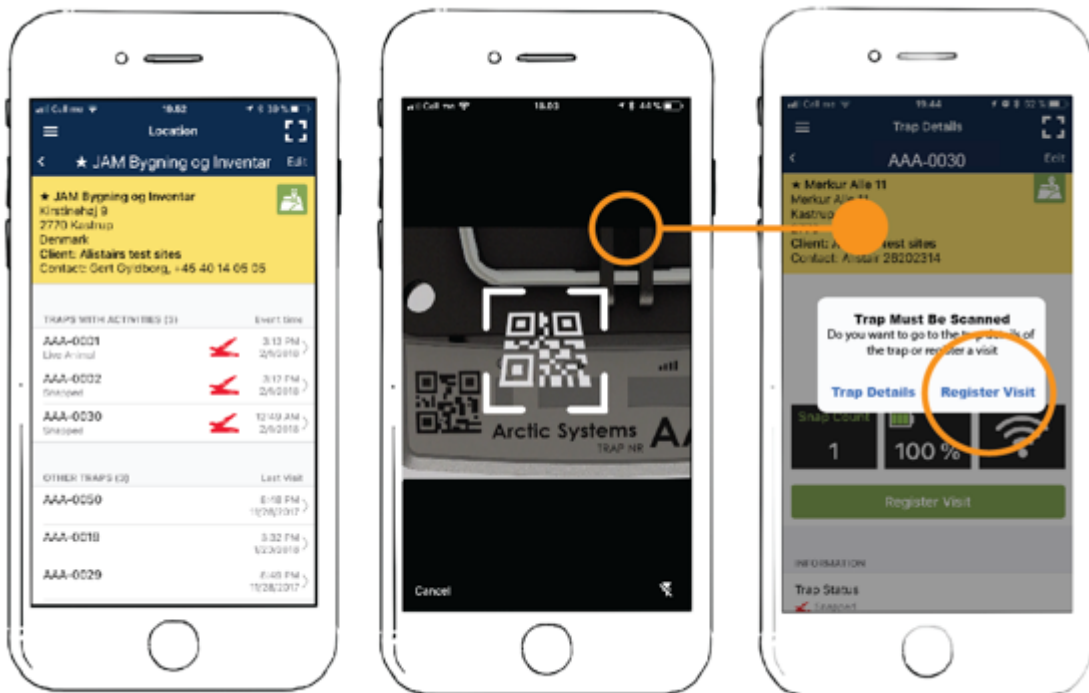
# SITE VISITS

## SCAN – EMPTY - REARM

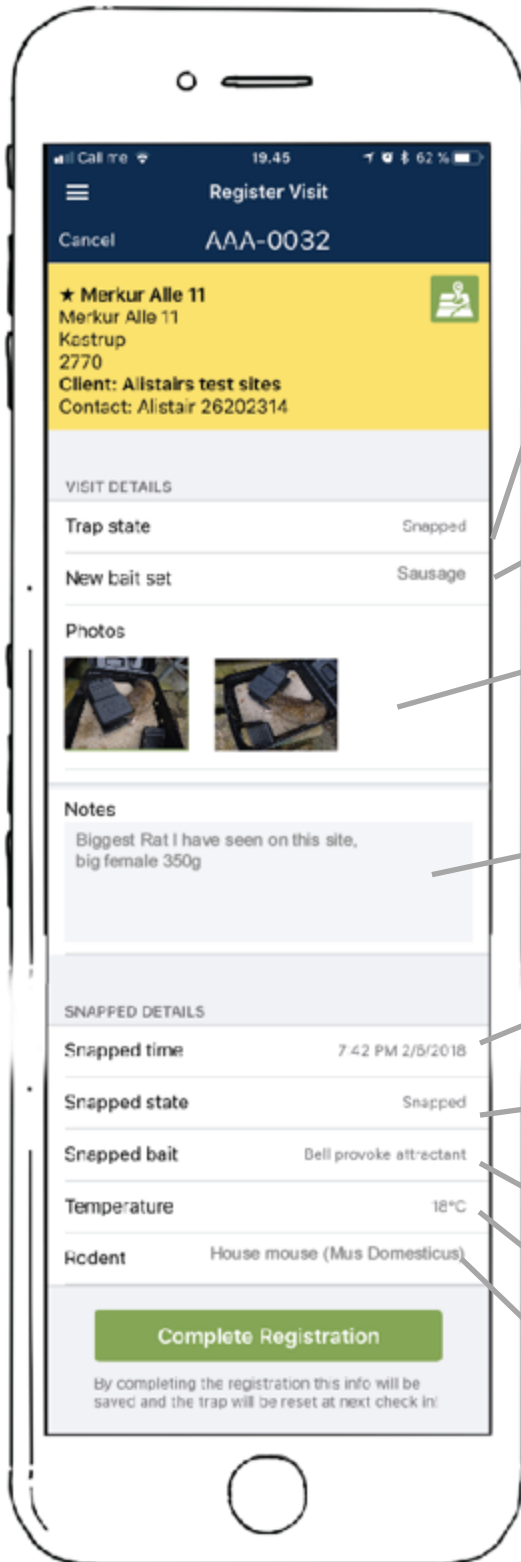
The easiest way on site is to select the **SCAN** function from one of the menus and scan the RATMO you will then be asked if you want to see **Trap Details** or **Register a Visit**.



Scanning the trap will bring you directly into the trap you are standing by.



# SCAN THE RATMO AND COMPLETE THE REGISTER VISIT FORM



## TRAP STATE

You can record a visit to a RATMO that is in any state. Fully Functional, Snapped, Live Animal in Trap, Low Battery etc. A visit maybe to refresh bait, or just check the trap. These can be logged as well as the visits to empty the traps and can be shown on the customer audit reports to show the level of service.

## NEW BAIT SET

If you are re-arming the trap you can select the new bait here.

## TAKE SOME PICTURES

Customers don't exactly love rodents, the more pictures you can take the better they will feel about all the vermin removed from site

## NOTES

Record those extra details that can help you in the future.

## SNAPPED TIME

Shows the time when the RATMO last

## SNAPPED STATE

Is used to catch the few cases when the trap has not performed at expected.

## SNAPPED BAIT

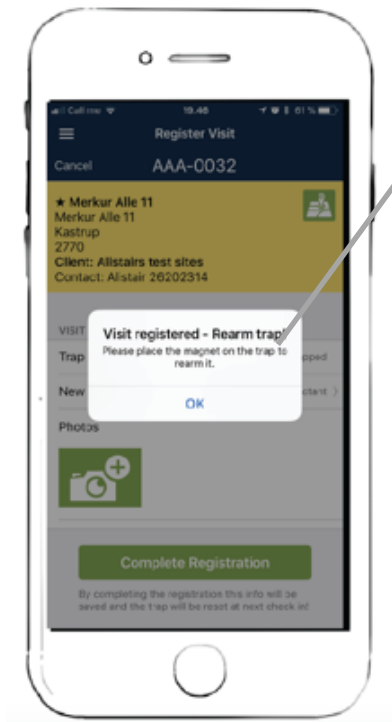
The bait in the trap at the time of the snap

## TEMPERATURE

Temperature at the time of snap.

## RODENT

Used to record the rodent or other, this is caught in the trap.



## RE-ARM TRAP

After filling out the trap details, use the magnet key to re-arm the trap. Hold the key over the logo until the first tone is heard.

## EMPTY AND REARM

Press the green COMPLETE REGISTRATION button to complete the registration. There will be a small pop up window to remind you to re-arm the trap. The trap should now be **re-armed** using the activation key.



*# TIP Always check TRAP STATUS, and OVERVIEW before leaving the site..*



*Cleaning*