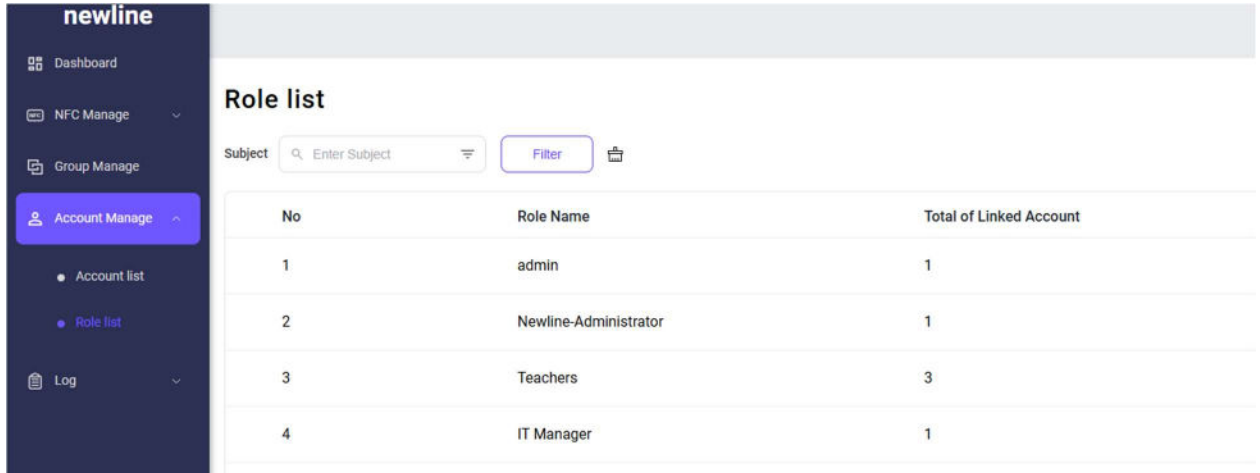


Step by Step of NFC Card binding process (Cloud & Local)

Prerequisite configuration of Cloud Management

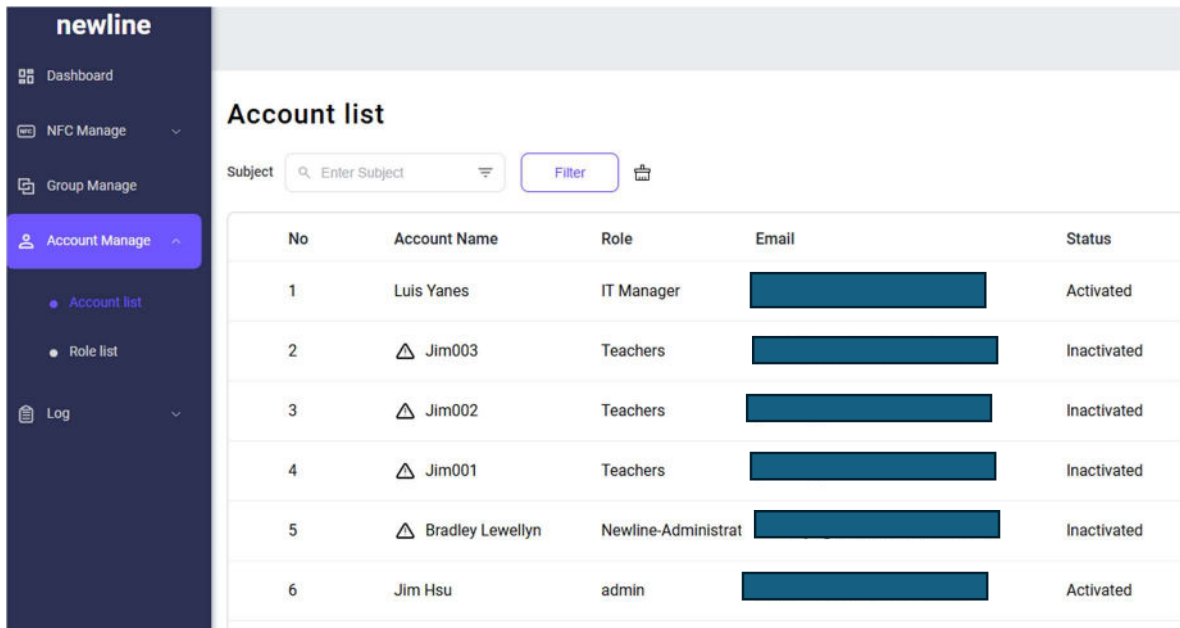
1. Account creation (Account Manage > Account list and Role list)



Role list

Subject Filter

No	Role Name	Total of Linked Account
1	admin	1
2	Newline-Administrator	1
3	Teachers	3
4	IT Manager	1

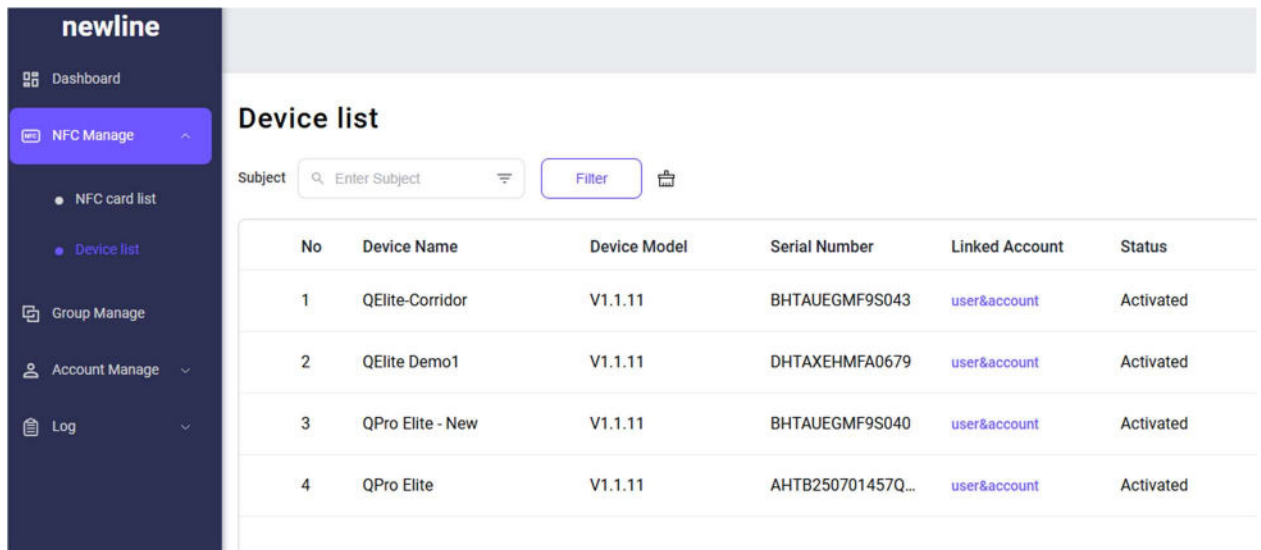


Account list

Subject Filter

No	Account Name	Role	Email	Status
1	Luis Yanes	IT Manager		Activated
2	△ Jim003	Teachers		Inactivated
3	△ Jim002	Teachers		Inactivated
4	△ Jim001	Teachers		Inactivated
5	△ Bradley Lewellyn	Newline-Administrat		Inactivated
6	Jim Hsu	admin		Activated

2. QPro Elite IFPD creation (NFC Manage > Device list)

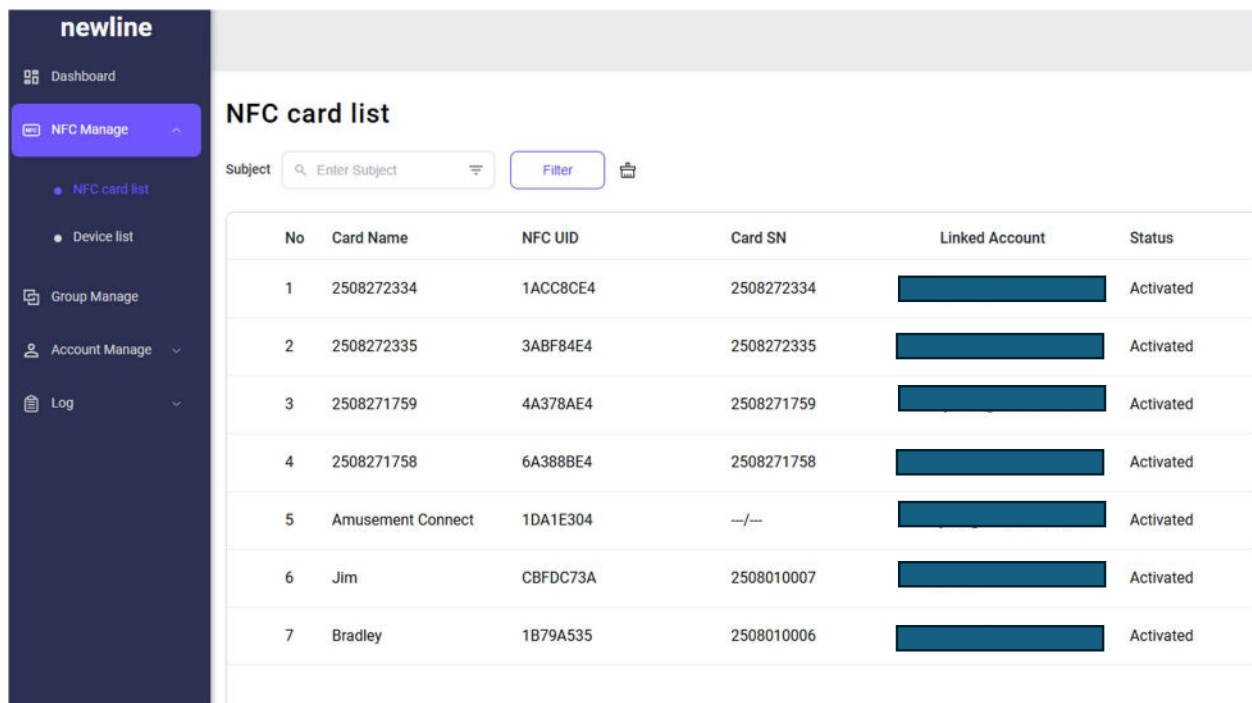


The screenshot displays the 'newline' application interface. On the left is a dark sidebar with navigation options: Dashboard, NFC Manage (selected), NFC card list, Device list (highlighted), Group Manage, Account Manage, and Log. The main content area is titled 'Device list' and features a search bar labeled 'Subject' with a placeholder 'Enter Subject', a 'Filter' button, and a list icon. Below this is a table with the following data:

No	Device Name	Device Model	Serial Number	Linked Account	Status
1	QElite-Corridor	V1.1.11	BHTAUEGMF9S043	user&account	Activated
2	QElite Demo1	V1.1.11	DHTAXEHMFA0679	user&account	Activated
3	QPro Elite - New	V1.1.11	BHTAUEGMF9S040	user&account	Activated
4	QPro Elite	V1.1.11	AHTB250701457Q...	user&account	Activated

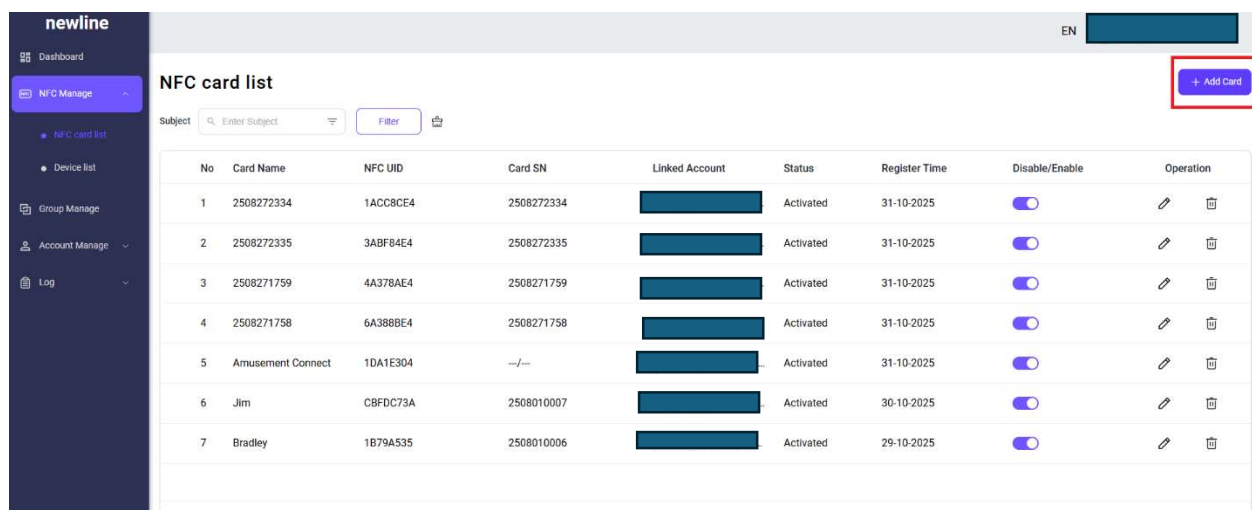
Login to NFC Portal to confirm <https://rp.newline-interactive-global.com>

Step 1 - Click on NFC Manage > **NFC card list**. All NFC cards are listed on this page



No	Card Name	NFC UID	Card SN	Linked Account	Status
1	2508272334	1ACC8CE4	2508272334		Activated
2	2508272335	3ABF84E4	2508272335		Activated
3	2508271759	4A378AE4	2508271759		Activated
4	2508271758	6A388BE4	2508271758		Activated
5	Amusement Connect	1DA1E304	—/—		Activated
6	Jim	CBFDC73A	2508010007		Activated
7	Bradley	1B79A535	2508010006		Activated

Step 2 – Click on [+Add Card] option (Top – Right Corner)



No	Card Name	NFC UID	Card SN	Linked Account	Status	Register Time	Disable/Enable	Operation
1	2508272334	1ACC8CE4	2508272334		Activated	31-10-2025	<input type="checkbox"/>	
2	2508272335	3ABF84E4	2508272335		Activated	31-10-2025	<input type="checkbox"/>	
3	2508271759	4A378AE4	2508271759		Activated	31-10-2025	<input type="checkbox"/>	
4	2508271758	6A388BE4	2508271758		Activated	31-10-2025	<input type="checkbox"/>	
5	Amusement Connect	1DA1E304	—/—		Activated	31-10-2025	<input type="checkbox"/>	
6	Jim	CBFDC73A	2508010007		Activated	30-10-2025	<input type="checkbox"/>	
7	Bradley	1B79A535	2508010006		Activated	29-10-2025	<input type="checkbox"/>	

Step 3 – Select the option [Add] to add single card or the option [Bulk Add] to import a large quantity of NFC cards.

newline

Dashboard

NFC Manage

NFC card list

Device list

Group Manage

Account Manage

Log

EN

NFC card list

Subject

Q, Enter Subject

Filter

+ Add Card

Add

Bulk Add

No	Card Name	NFC UID	Card SN	Linked Account	Status	Register Time	Disable/Enable	Operation
1	2508272334	1ACC8CE4	2508272334		Activated	31-10-2025		
2	2508272335	3ABF84E4	2508272335		Activated	31-10-2025		
3	2508271759	4A378AE4	2508271759		Activated	31-10-2025		

Adding single card process

Add Card

* Add method choices

Select

* Card Name

Enter

Linked Account

Select

Cancel

Done

- Add method choices – Use NFC UID (**U**nique **I**dentifier HEX value) or Card SN (Serial number printed on the NFC card)
- Card Name – Name for identification, example Teacher A, IFPD B, Card SN, etc...
- Linked Account (optional) – Web account associated with this card.

Edit Card

* NFC UID

1ACC8CE4

* Card SN

2508272334

* Card Name

2508272334

Reset The Linked Account

Cancel

Done

Adding multiple cards process (Bulk Add option)

Bulk Add ×

1. Please download the template first

[Download Template](#)

2. Supports batch upload in excel file format (*.xls*.xlsx file can be uploaded)

Drop a Excel file here

Cancel

Next

Download the template and use Excel or any spreadsheet editor to enter the required fields.

All				
	A	B	C	D
	device name (optional)	device serial number	local user name	Account Email
1			owner	123@QQ.COM
2	1211	1211	user2	123@QQ.COM
3			user3	124@QQ.COM
4	1218	1218	onwer	125@QQ.COM
5				
6				
7				
8				
9				
10				

< >

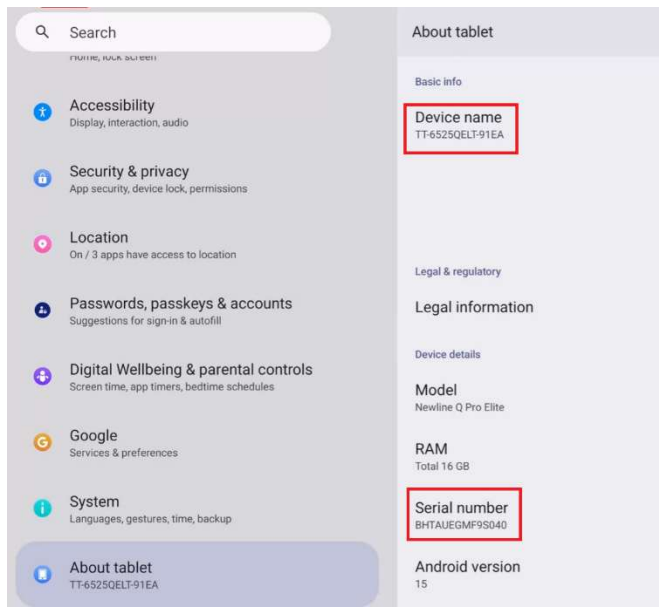
Link for Account&Card

Link for device&account

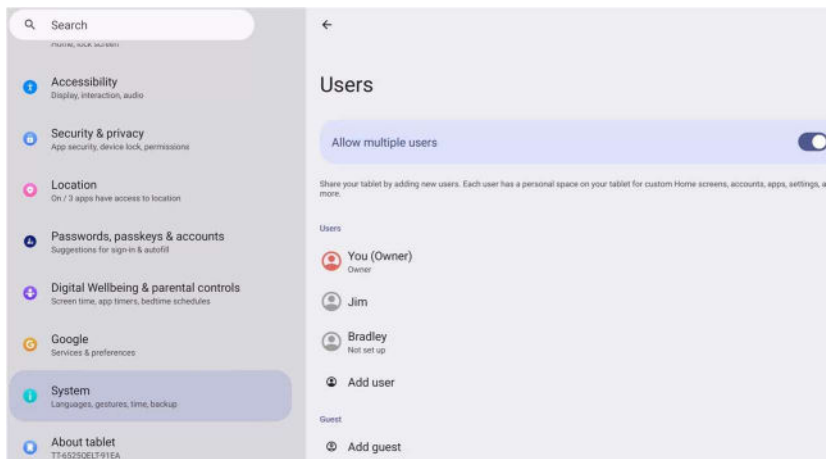
+

:

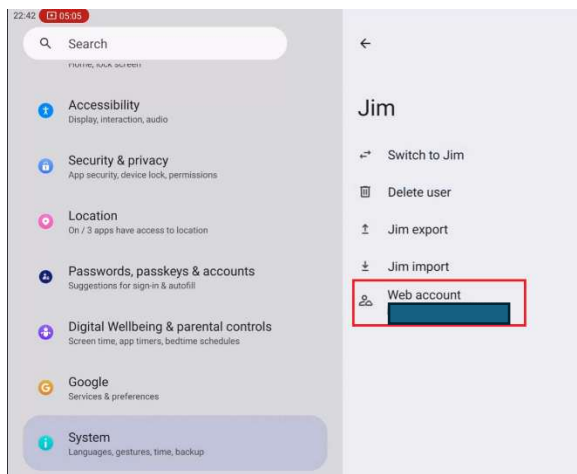
1. Remove all sample data.
 2. Enter the correct information
- Device name: IFPD name
 - Device serial number: IFPD Serial number



- Local user name: Local User's Account (Settings > System > Users)



- Account email: Web account information associated with the local user account.



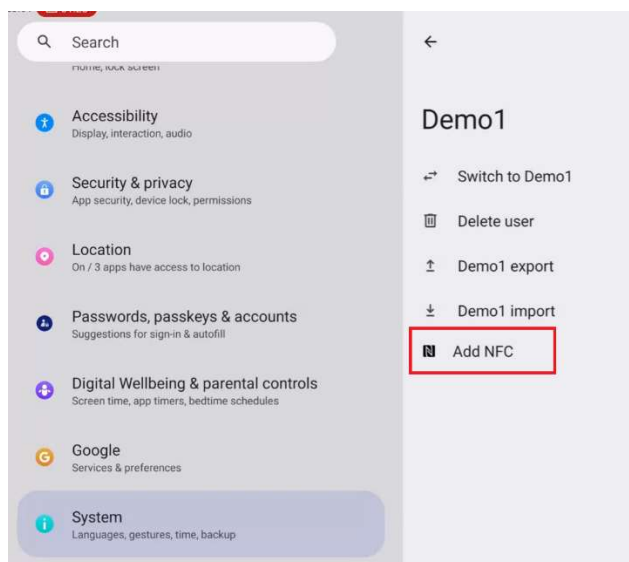
Account Name (optional)	Account Email	Role	NFC UID (optional, chose UID or SN)	Card SN (optional, chose UID or SN)	NFC card name (optional)	Note: please wipe off all the sample datas before enter your datas.
123@QQ.COM	123@QQ.COM	user	143E5A	2510250007	IFPD1	The same data needs to merge cells
			143E6A	2510250008	IFPD2	
			143E7A	2510250009	IFPD3	
125@QQ.COM	125@QQ.COM	user	143E8A	2510250010	Teacher A	

1. Remove all sample data.
2. Enter the correct information

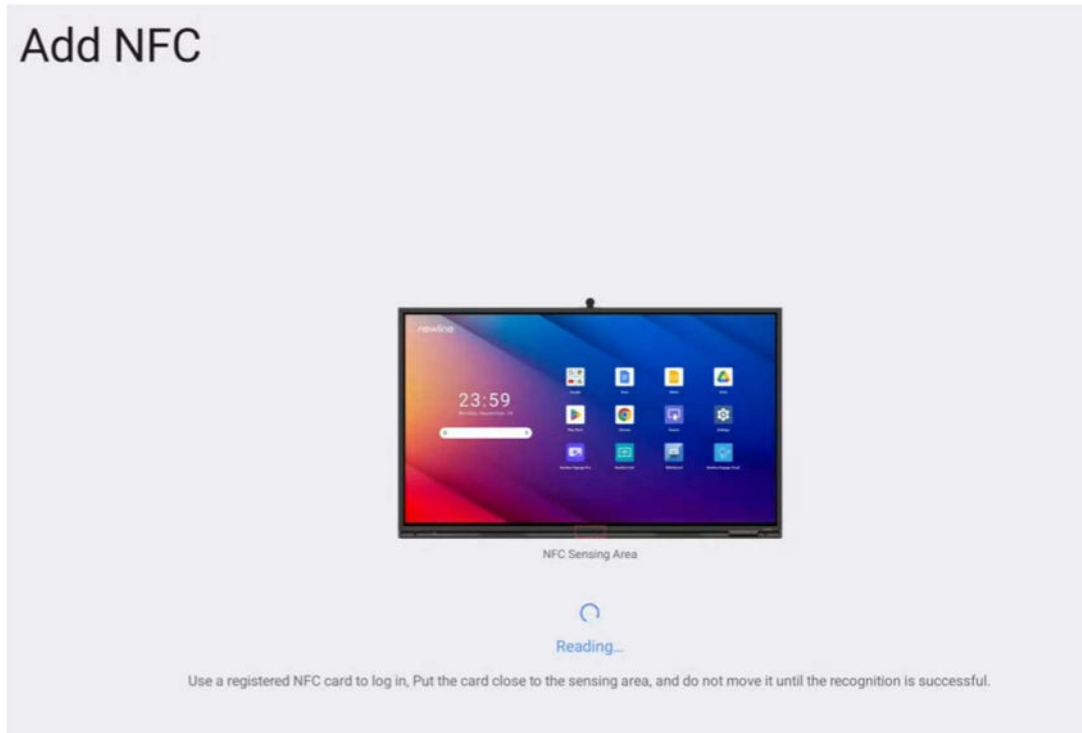
- Account name (Optional): User identification (e.g. Teacher A, IT Admin B, etc..)
- Account Email: Web account information
- Role: Teacher, IT Manager (Role Name previously defined – Account Manage > Role List)
- NFC UID: **U**nique **I**Dentifier HEX value
- Card SN: Serial number printed on the NFC card
- NFC card name: Name for identification, example Teacher A, IFPD B, Card SN, etc...

Local Management (Adding user and NFC card locally)

1. Create a local user and enter to “Add NFC”



2. Place the NFC card on the NFC sensing area



3. Wait for success binding message. If fail, please repeat the process.

