Technician Checklist: Setting a Device IP via Laptop

1. Before You Begin
□ Laptop with Ethernet port or adapter
□ Ethernet cable
□ OMNIA software installed
□ Admin access on laptop
□ Target network IP information available

2. Device Preparation
□ Connect controller directly to laptop via Ethernet
□ If IP is unknown, set dip switch 1 to ON
□ Power cycle device
□ Wait at least 45 seconds
□ Set dip switch 1 back to OFF
□ Confirm default IP is 192.168.100.1

3. Laptop Network Configuration
□ Set laptop to static IP on 192.168.100.x subnet (not .1)
□ Subnet mask: 255.255.255.0
□ Gateway: 192.168.100.1
□ Confirm settings using ipconfig
Discovery & IP Assignment
□ Launch OMNIA Discovery Tool
□ Scan subnet or search by IP (192.168.100.1)
□ Open device network settings
□ Select Static IP
□ Enter final IP, subnet mask, and gateway
□ Password used: masterkey
□ Save and confirm successful update

Final Verification
□ Disconnect direct laptop connection
□ Install device on live network
□ Verify device is reachable on assigned IP
□ Confirm communication with host system