



VNNOX

One-Stop Cloud Platform



System Management User Manual

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1 Registration and Login

1.1 Registration

- Step 1 Visit www.en.vnnox.com and click **Sign Up** at the top right of the page.
- Step 2 Select a server node and click **OK**.
- Step 3 Fill in your account information and click **Next**.

Figure 1-1 Account information

The screenshot displays the 'Fill in Account Information' step of the registration process. At the top, a progress bar shows three steps: 1. Fill in Account Information (active), 2. Complete Enterprise Information, and 3. Done. The form includes the following fields and options:

- User Name:** A text input field with the placeholder 'User Name'.
- Referral Code:** A text input field containing the value 'cotest'.
- Password:** A text input field containing 'a123456' with a toggle icon for visibility.
- Confirm Password:** A text input field with the placeholder 'Enter the Password again' and a toggle icon.
- Authentication:** A switch option labeled 'Authentication (switch to email verification)'.
- Phone:** A field with a dropdown showing '0086' and a text input for the phone number.
- Image Verification Code:** A text input field next to a CAPTCHA image showing the letters 'TWOK'.
- Verification Code:** A text input field next to a 'Send Code' button.
- Terms and Policy:** A checkbox labeled 'I have read and agree to the VNNOX Service Terms and Privacy Policy'.
- Next:** A large blue button to proceed to the next step.
- Link:** A link below the button that reads 'Already have an account? Click here to log in'.

- Step 4 Complete your enterprise information.
- Step 5 Click **Submit**.

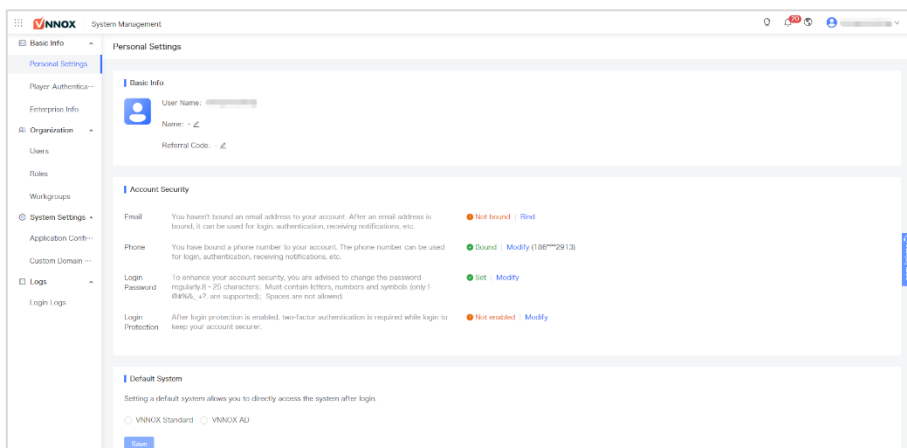
After successful registration, you will have all the permissions of VNNOX and can manage all the resources.

1.2 Login

- Step 1 Visit www.en.vnnox.com and click **Log In** at the upper right of the page.
- Step 2 Select a server node and click **OK**.
- Step 3 Enter your account name and password.
- Step 4 Click **Log In** to access the homepage of the cloud platform.

If email verification or SMS verification is enabled, email verification or SMS verification will be required when you log in to VNNOX. If you have not bound to an email or phone, you will be required to bind to an email or phone when you log in to VNNOX.

Figure 1-2 Homepage of the cloud platform



Step 5 At the top left, click  and select an application to access its homepage.

When you access VNNOX Standard, VNNOX AD, or iCare for the first time, a prompt reminding you to set the default system is displayed. After the default system is set, you will access the system you set by default when you click **Log In** next time.

2 Basic Info

2.1 Personal Settings

Application Scenarios

View or update the account information of the current user.

Operating Procedure

Step 1 From the navigation bar on the left, choose **Basic Info > Personal Settings**.

Step 2 Set your personal information.

Figure 2-1 Personal settings

Personal Settings

Basic Info

User Name: shengnanzhang

Name: - (edit)

Referral Code: - (edit)

Account Security

Email You haven't bound an email address to your account. After an email address is bound, it can be used for login, authentication, receiving notifications, etc. Not bound | Bind

Phone You have bound a phone number to your account. The phone number can be used for login, authentication, receiving notifications, etc. Bound | Modify (186****2913)

Login Password To enhance your account security, you are advised to change the password regularly. 8 - 25 characters; Must contain letters, numbers and symbols (only !-@#%&_+?. are supported); Spaces are not allowed. Set | Modify

Login Protection After login protection is enabled, two-factor authentication is required while login to keep your account securer. Not enabled | Modify

Default System

Setting a default system allows you to directly access the system after login.

☒ VNNOX Standard ☐ VNNOX AD

Save

Table 2-1 Personal settings

Tab Name	Description
Basic Info	Set the user name and the referral code. The referral code is the code of the salesperson of NovaStar. This code is displayed only after a registered user (system administrator) logs in to VNNOX. It can be edited only when its value is empty.
Account Security	Change the email address, phone number, and login password of the current account, and set login protection.

Tab Name	Description
	<ul style="list-style-type: none"> A verification code is required when you change the email address or phone number. If you select email verification or phone verification in login protection, you will be required to verify your email or phone. After the settings are done, email verification or SMS verification will be required when you log in to VNNOX.
Default System	Set the default login system. Options include the applications which the current user has permission to access.

2.2 Player Authentication

Application Scenarios

Provide authentication information for terminal players to access VNNOX Standard/AD and iCare.

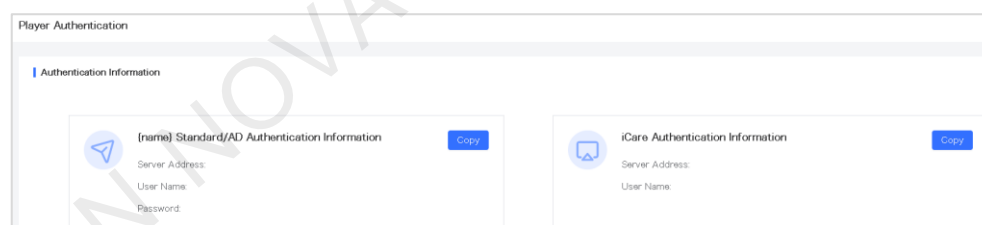
Related Information

Upon successful registration, VNNOX automatically generates the default authentication information.

Operating Procedure

- Step 1 From the navigation bar on the left, choose **Basic Info > Player Authentication**.
- Step 2 View the player authentication information, including VNNOX Standard/AD authentication information and iCare authentication information.

Figure 2-2 Player authentication



- Step 3 Click **Copy** to copy the authentication information and paste it to the target location.

2.3 Enterprise Info

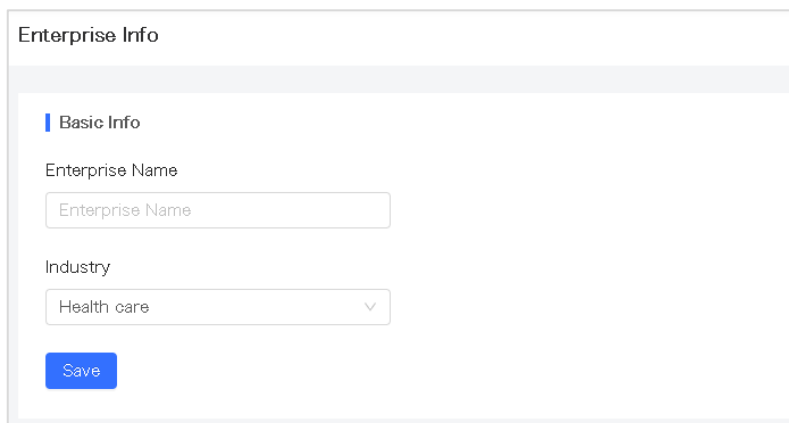
Application Scenarios

View or update the enterprise information of the current user.

Operating Procedure

- Step 1 From the navigation bar on the left, choose **Basic Info > Enterprise Info**.
- Step 2 Set your enterprise name and select an industry.

Figure 2-3 Enterprise information



The screenshot shows a web interface titled "Enterprise Info". Inside, there is a tab labeled "Basic Info". Below the tab, there are two input fields: "Enterprise Name" with a text box containing "Enterprise Name", and "Industry" with a dropdown menu showing "Health care". At the bottom left of the form is a blue "Save" button.

Step 3 After the settings, click **Save**.

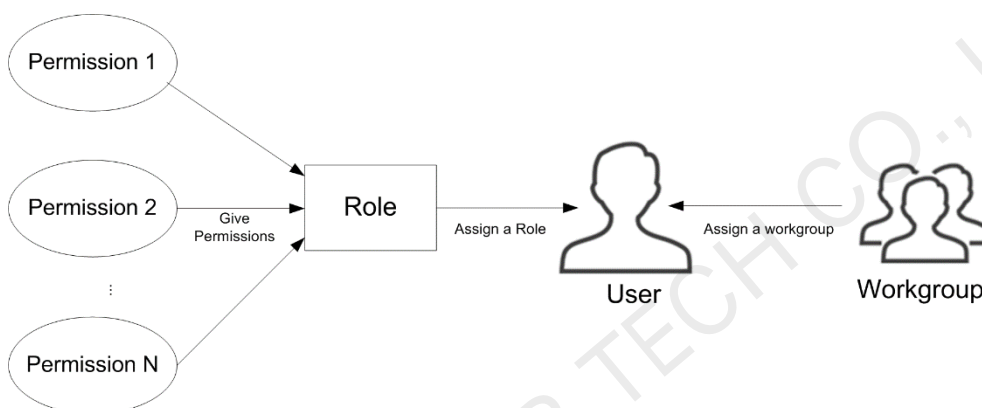
3 Organization Structure

Users are the people who access the VNNOX system.

- **Functionality permissions:** Assigning one or more roles to a user can limit the user to the corresponding permissions of the assigned role(s).
- **Data permissions:** Specifying a workgroup for a user allows the user to modify and delete the data in the workgroup and its sub-workgroups only, and only to view and use the data shared from other workgroups.

The relationship between permissions, roles, users, and workgroups is shown in [Figure 3-1](#).

Figure 3-1 Permission management



3.1 Users

Related Information

Users are the people who access the VNNOX system.

- A registered user of VNNOX has access to all the permissions and can create multiple sub-users.
- The default role of a registered user of VNNOX is the system administrator and cannot be changed.

Operating Procedure

Step 1 From the navigation bar on the left, choose **Organization > Users**.

View the user list. You can view the users (except yourself) in your workgroup and the sub-workgroups.

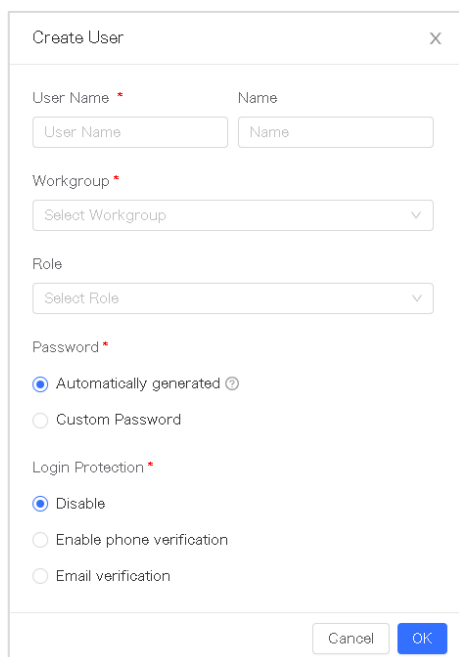
Figure 3-2 User list

Users							
<div> Create Change Workgroup Change Role Delete </div> <div> <input type="text" value="User Name"/> </div>							
<input type="checkbox"/>	User	Status	Email	Phone	Workgroup	Role	Last Login
<input type="checkbox"/>	shansi	Enabled	ufkoda87248@...	-	System workgroup/Shansi	New Test	2021-01-15 14:11:48
<input type="checkbox"/>	xianyang	Enabled	af8a21f2@linsy...	-	System workgroup/Shansi	New Test	2021-01-15 13:52:24
<input type="checkbox"/>	kejiaru	Enabled	-	-	System workgroup/Shansi	R1	2021-01-14 21:33:45
<input type="checkbox"/>	test2313	Enabled	-	-	System workgroup/Sichuan/Chen...	-	2021-01-14 13:43:09
<input type="checkbox"/>	shuodheng	Enabled	-	-	System workgroup/Sichuan	All Permissions	-
<input type="checkbox"/>	shuodheng98	Enabled	-	-	System workgroup/Sichuan	-	-
<input type="checkbox"/>	zhaochu	Enabled	-	-	System workgroup	2	-

7 items in total 10 / page

Step 2 Create a user.

1. Click **New**.
2. Enter a user name and specify a workgroup and role for the user.

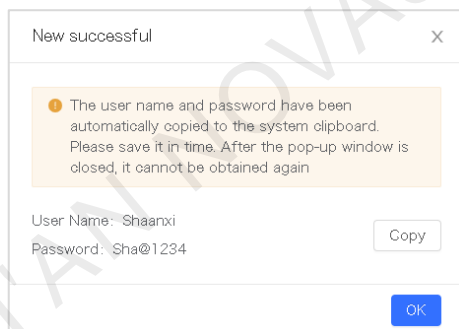
Figure 3-3 Basic info

The 'Create User' dialog box contains the following fields and options:

- User Name ***: Two input fields, one labeled 'User Name' and one labeled 'Name'.
- Workgroup ***: A dropdown menu with 'Select Workgroup' as the placeholder.
- Role**: A dropdown menu with 'Select Role' as the placeholder.
- Password ***: Two radio button options: 'Automatically generated' (selected) and 'Custom Password'.
- Login Protection ***: Three radio button options: 'Disable' (selected), 'Enable phone verification', and 'Email verification'.
- Buttons: 'Cancel' and 'OK' at the bottom right.

3. After the settings, click **OK**.

The user name and password are copied automatically. If you want to copy them again, click **Copy**.

Figure 3-4 User name and password

The 'New successful' dialog box displays the following information:

- Message**: A yellow box with a warning icon stating: 'The user name and password have been automatically copied to the system clipboard. Please save it in time. After the pop-up window is closed, it cannot be obtained again.'
- User Name**: Shaanxi
- Password**: Sha@1234
- Buttons: 'Copy' and 'OK' at the bottom right.

Step 3 Modify user properties.

1. In the user list, click **Edit** in the **Action** column.

Figure 3-5 User properties

Table 3-1 User properties

Tab Name	Description
Basic Info	View and change the user name.
Status	<ul style="list-style-type: none"> If the user is enabled, the user can log in to and use VNNOX normally. If the user is disabled, the user cannot log in to VNNOX.
Login Protection	<p>After you enable email verification or phone verification, email verification or phone verification will be required when you log in to VNNOX.</p> <p>After login protection is enabled, if no email/phone is bound, the page of email/phone binding will be displayed directly when you log in to VNNOX for the first time.</p>

2. After the editing is done, click **Save**.

Step 4 Change workgroups or roles.

1. From the user list, select one or more users.

Figure 3-6 User management

User	Status	Email	Phone	Workgroup	Role	Last Login	Action
shaoxi	Enabled	uifoda06724@...	-	System workgroup/Shaoxi	New Test	2021-01-15 14:11:48	Edit Delete Reset Password
xianyang	Enabled	af9e21f2@linshy...	-	System workgroup/Shaoxi/西安市	New Test	2021-01-15 13:52:24	Edit Delete Reset Password
kejerfu	Enabled	-	-	System workgroup/Shaoxi/西安市	R1	2021-01-14 21:33:45	Edit Delete Reset Password
test2312	Enabled	-	-	System workgroup/Sichuan/Chen...	-	2021-01-14 13:43:09	Edit Delete Reset Password
shuozheng	Enabled	-	-	System workgroup/Sichuan	All Permissions	-	Edit Delete Reset Password
shuozheng66	Enabled	-	-	System workgroup/Sichuan	-	-	Edit Delete Reset Password
zhaoshu	Enabled	-	-	System workgroup	2	-	Edit Delete Reset Password

2. Click **Change workgroup** or **Change Role**.

- A user belongs to only one workgroup.
- One or more roles can be assigned to a user.

3. After the editing is done, click **Save**.

3.2 Roles

Related Information

Roles are groupings of permissions.

- The system administrator is the default role of the system and has access to all the permissions.
- Other roles have the assigned permissions only.

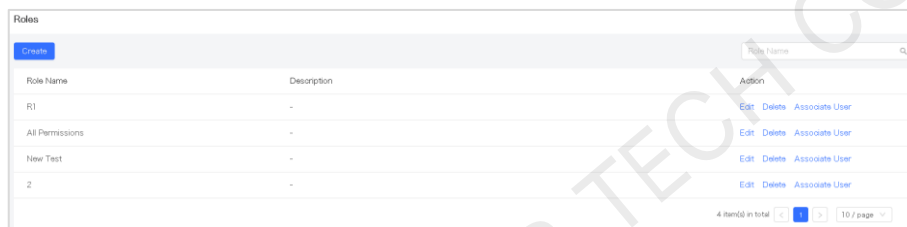
Application Scenarios

Assign roles to users to limit the users to the corresponding permissions of the assigned roles.

Operating Procedure

Step 1 From the navigation bar on the left, choose **Organization > Roles**.

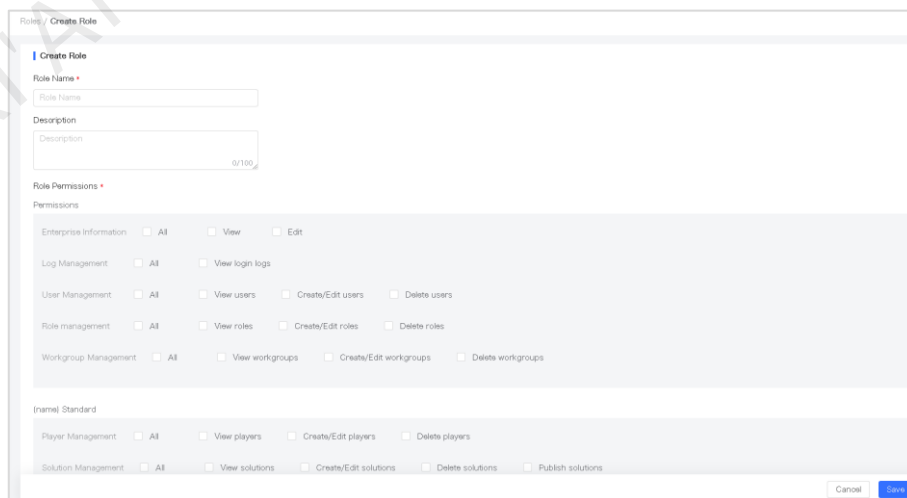
Users with permission to view roles can view all the roles.



Step 2 Create a role.

1. Click **New**.
2. Enter a role name and description.
3. Edit permissions. Select or deselect the permissions.
4. After the settings, click **Save**.

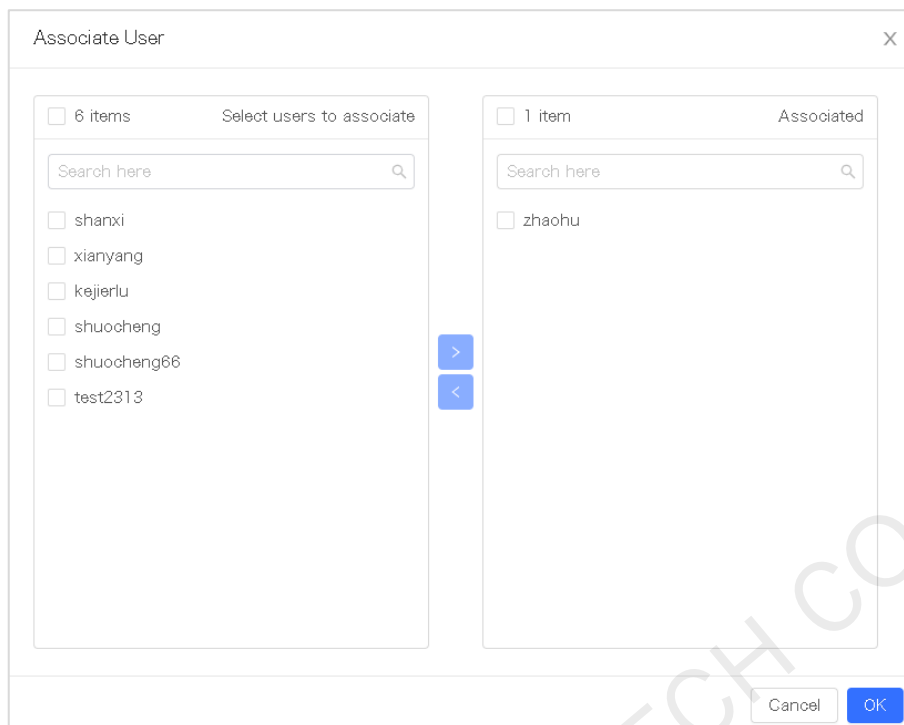
Figure 3-7 Creating a role




Step 3 Associate users with the role.

1. In the user list, click **Associate User** in the **Action** column.

Figure 3-8 Associate users



2. Select the users to be associated with and then click .
3. Click **OK**.

3.3 Workgroups

Application Scenarios

Resources are managed by groups to enable data isolation. Resources include players, media, solutions, playlists, etc.

- Distribute resources to different workgroups to manage resources by groups.
- Specifying a workgroup for a user allows the user to modify and delete the data in the workgroup and its sub-workgroups only, and only to view and use the data shared from other workgroups.

Related Information

- After successful registration, a public workgroup and system workgroup are created automatically. The system administrator (registered user) belongs to the system workgroup by default.
- Below are the permissions to access the data in different workgroups, as shown in [Figure 3-9](#) and [Figure 3-10](#).
 - The system administrator can transfer the data of any workgroup to the public workgroup.
 - Only the system administrator can modify and delete the data in the public workgroup and sub-users can only view and use the data.

- A user can modify and delete the data in the workgroup the user belongs to and its sub-workgroups, as well as can share the data with other sub-workgroups.
- The data shared from other workgroups can only be viewed and used.

Figure 3-9 Data operation permission–system administrator

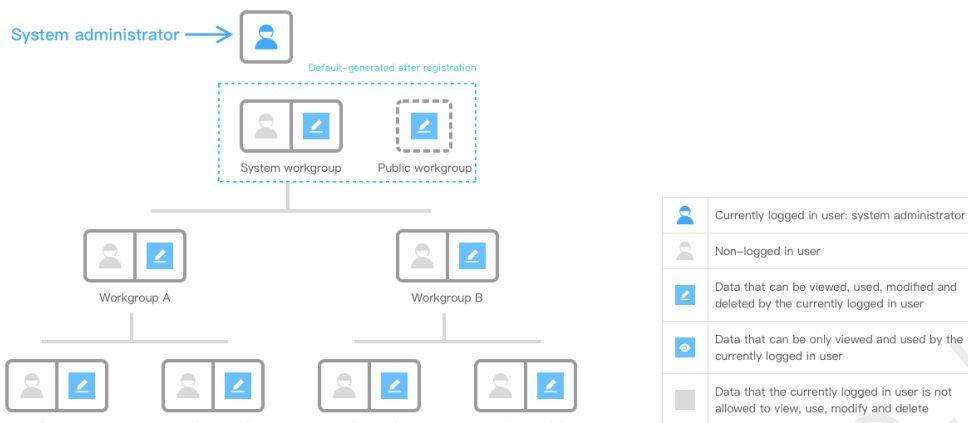
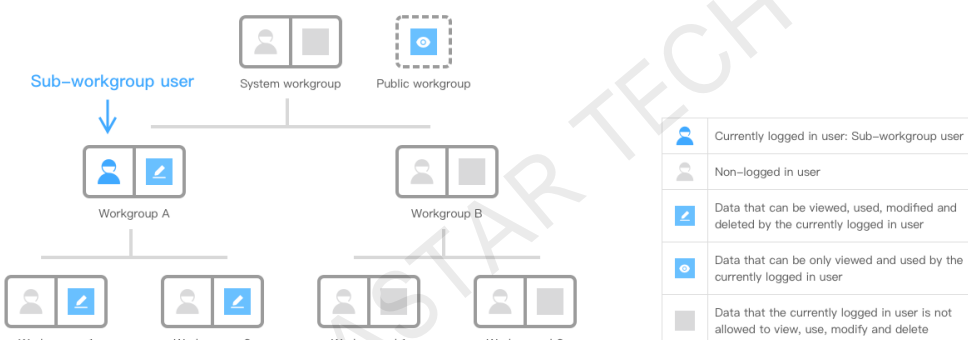


Figure 3-10 Data operation permission–sub-workgroup user



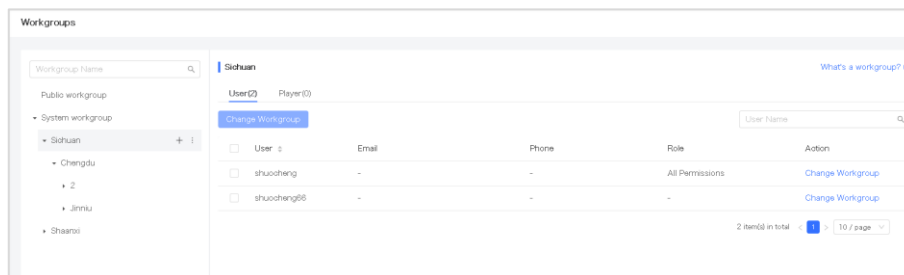
Operating Procedure

Step 1 From the navigation bar on the left, choose **Organization > Workgroups**.

Step 2 View the workgroup tree, or view a workgroup by searching its name.

You can view the users and players associated with the workgroups.

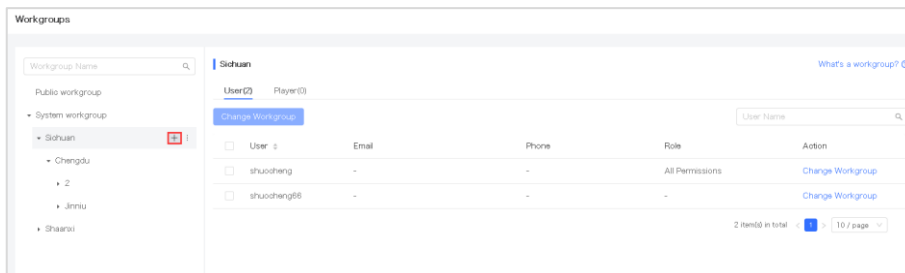
Figure 3-11 Workgroup management



Step 3 Create a sub-workgroup.

1. Click a workgroup name and click **+**.
2. Enter a name for the workgroup and then click **OK**.

Figure 3-12 Creating a sub-workgroup



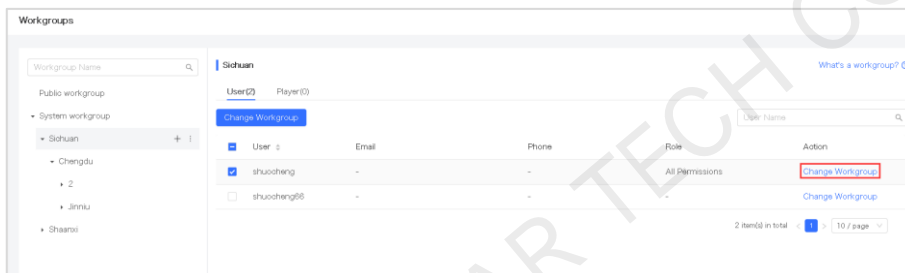
Step 4 Change workgroups.

Change workgroups for users and players.

1. In the user or player list of a workgroup, click **Change Workgroup** in the **Action** column.
2. Select a workgroup and click **OK**.

You can select the current workgroup and its sub-workgroups only.

Figure 3-13 Changing workgroups



4 System Settings

4.1 Application Configuration

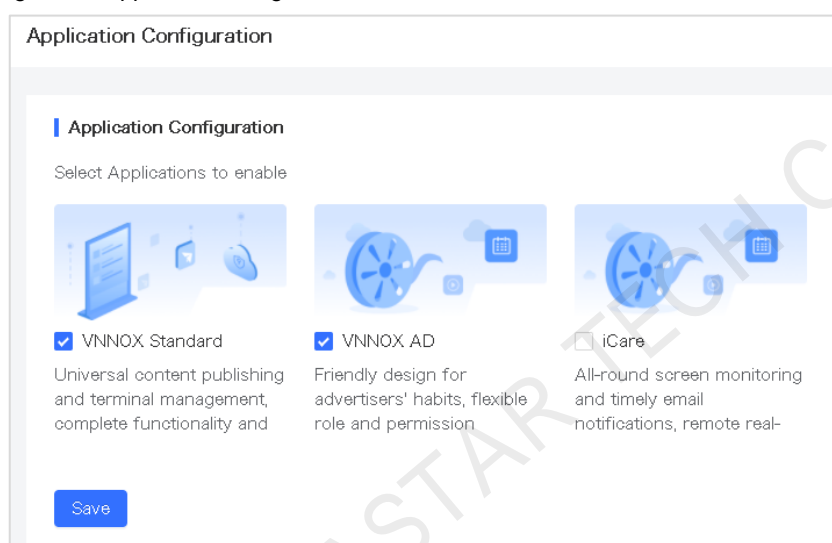
Application Scenarios

Specify applications you want to enable, including VNNOX Standard, VNNOX AD and iCare.

Operating Procedure

Step 1 From the navigation bar on the left, choose **System Settings > Application Configuration**.

Figure 4-1 Application configuration



Step 2 Select or deselect application names.

- The **Default System** module in **Basic Info > Personal Settings** only includes system management and the enabled applications.
- When creating a role, you need to configure the system permissions and permissions of the enabled applications.
- Deselecting an application will clear all its permissions assigned to roles.

Step 3 After the settings, click **Save**.

4.2 Custom Domain Name

Application Scenarios

Customize VNNOX by setting the URL, name, copyright, logo, etc.

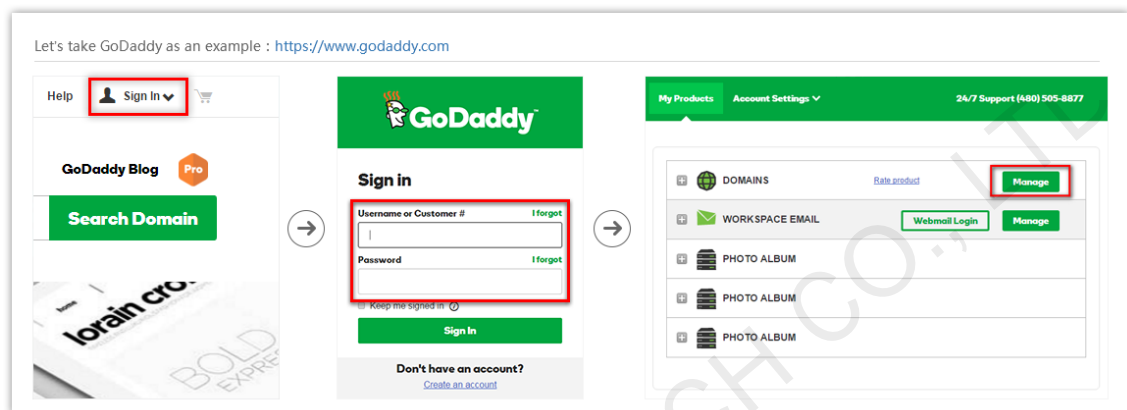
Related Operations

Before customizing a domain name, please ensure that you own the domain name and have the domain name successfully filed in the Ministry of Industry and Information Technology of the People's Republic of China.

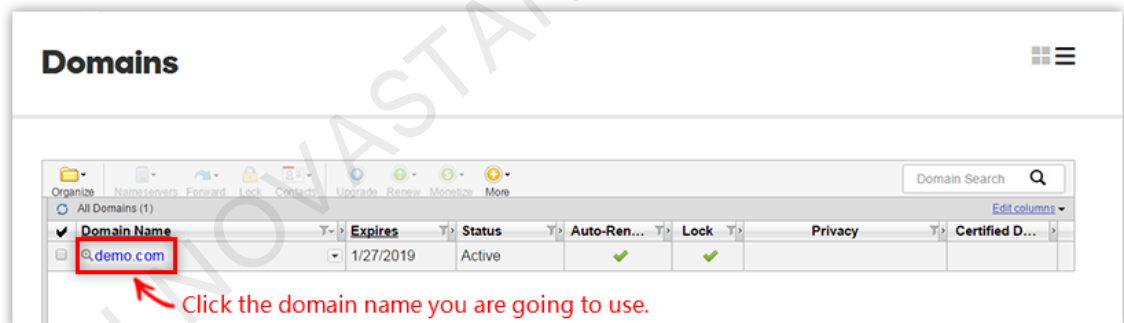
Alibaba Cloud filing service: <https://beian.aliyun.com>

Below is the procedure to customize a domain name in GoDaddy.

- Step 1 Visit the website of your domain name provider, sign in to your account and enter the domain name management control (or control panel, user center, etc.).



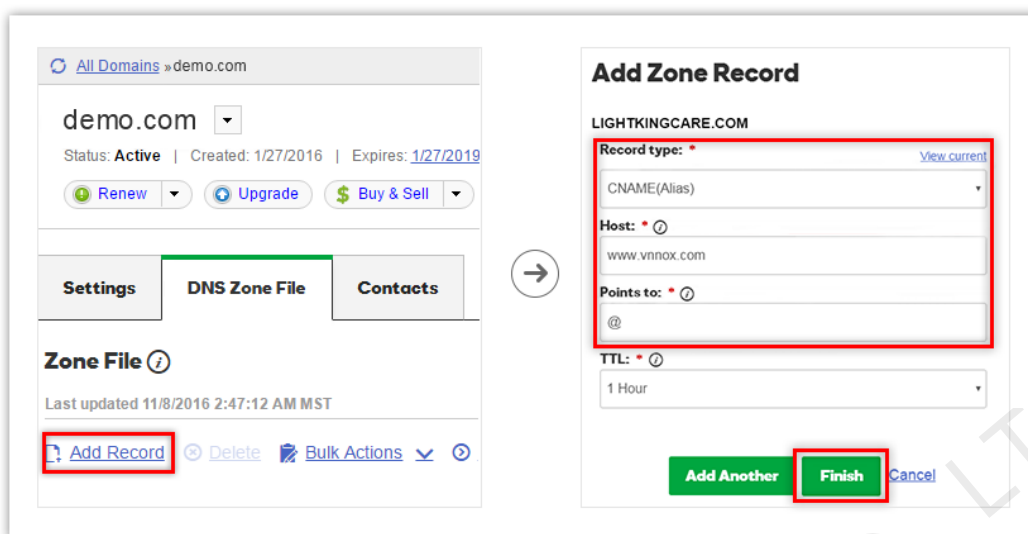
- Step 2 Click the domain name to access the configuration page.



- Step 3 Add a parsing record and save the configuration.

- Record type: CNAME
- Host: @
- The record value is based on your node.
 - China: cname-cn.vnnnox.com
 - US: cname-us.vnnnox.com
 - Japan: cname-jp.vnnnox.com
 - Europe: cname-eu.vnnnox.com
 - India: cname-in.vnnnox.com
 - Australia: cname-au.vnnnox.com

If you want to use the second-level domain name of the current domain name, fill the second-level domain name in the **Host** field.



Operating Procedure

- Step 1 From the navigation bar on the left, choose **System Settings > Custom Domain Name**.
- Step 2 In the **Style** area, select a theme for the navigation bar and set an enterprise logo.
- Step 3 Select **Custom System** and set a domain name, system name, and copyright information.
- Step 4 Click **Advanced**, choose to show or hide the registration entry, and set a browser tab icon and contact information.

If **Registration Entry** is selected, the registration entry will be shown after the user logs in to the customized system, otherwise, it will be hidden.

Figure 4-2 Login and registration

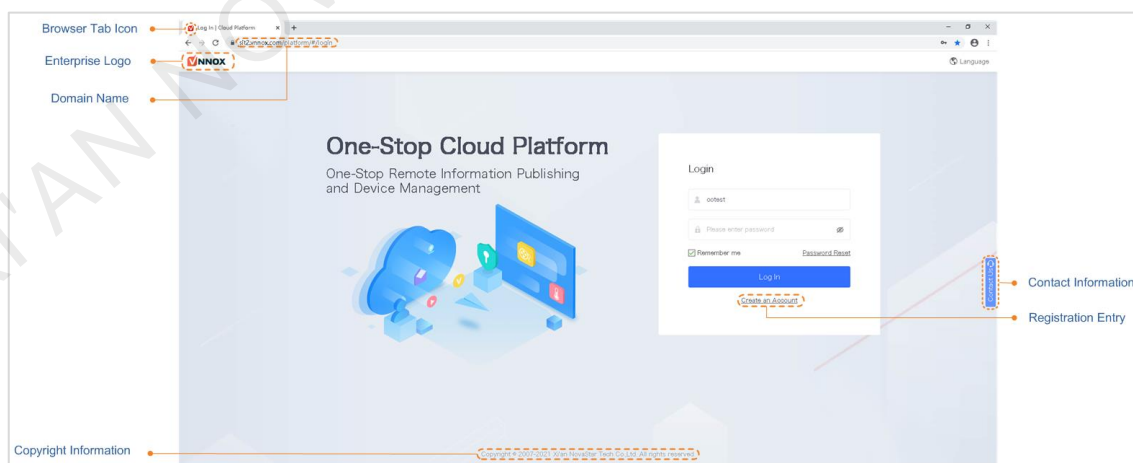
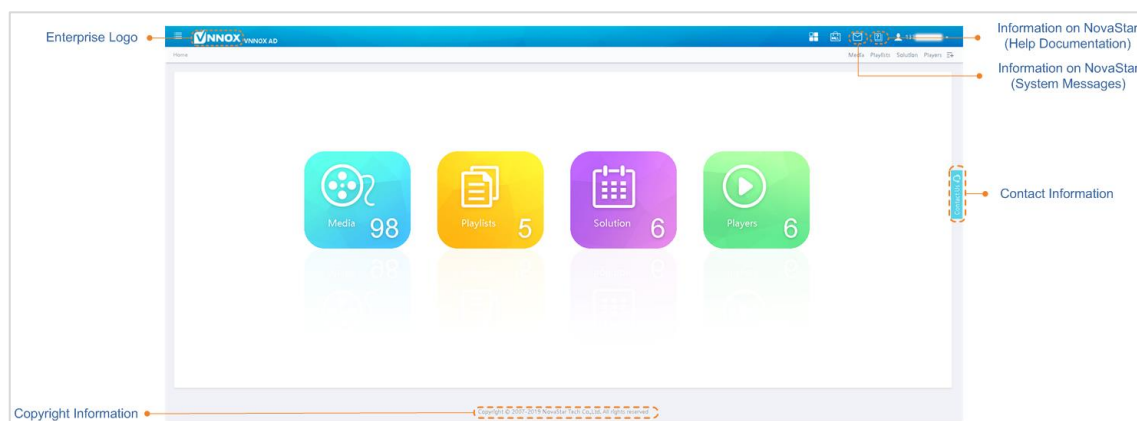


Figure 4-3 Service system



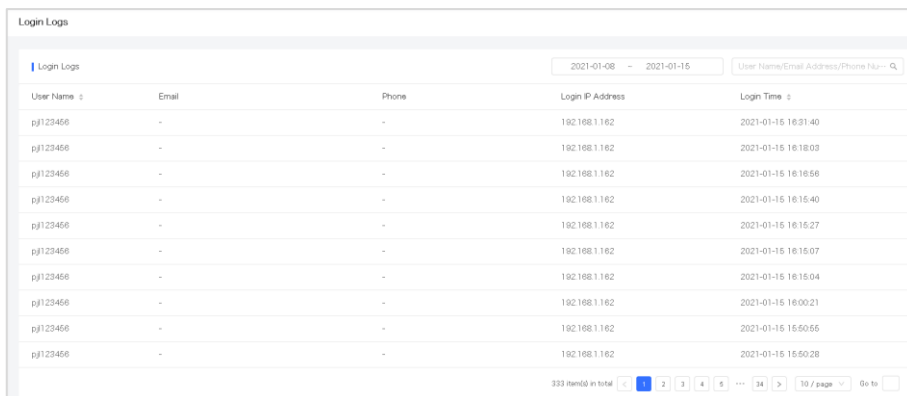
Step 5 After the settings, click **OK**.

After the settings are done, you need to log in to the system with the customized domain name, and then the customized information will take effect.

5 Log Management

Step 1 From the navigation bar on the left, choose **Log Management > Login Logs**.

Figure 5-1 Login logs



User Name	Email	Phone	Login IP Address	Login Time
pj123456	-	-	192.168.1.162	2021-01-15 16:31:40
pj123456	-	-	192.168.1.162	2021-01-15 16:18:09
pj123456	-	-	192.168.1.162	2021-01-15 16:18:56
pj123456	-	-	192.168.1.162	2021-01-15 16:16:40
pj123456	-	-	192.168.1.162	2021-01-15 16:16:27
pj123456	-	-	192.168.1.162	2021-01-15 16:15:07
pj123456	-	-	192.168.1.162	2021-01-15 16:15:04
pj123456	-	-	192.168.1.162	2021-01-15 16:00:21
pj123456	-	-	192.168.1.162	2021-01-15 15:50:55
pj123456	-	-	192.168.1.162	2021-01-15 15:50:28

333 items in total 19 / page Go to

Step 2 (Optional) Specify the search criteria including the user name, email address, phone number, and login time.

The search range defaults to the latest 8 days (including the current day). The maximum range can be the latest 90 days.

Step 3 View the VNNOX login logs.

You can view you and your sub-users' VNNOX login logs.

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www.novastar.tech

[Technical support](mailto:support@novastar.tech)
support@novastar.tech