<u>Instructions to View Your Information on Line</u> <u>Cops Monitoring Central Station Customers Only</u>

1. Go to www.mgalarms.com. Main Page Customer Access: Click on "Existing"

	Customer Monitoring".		
2.	Subscriber Login Page:	Sign In as an individual:	Enter Your Personal Receiver
	# Acct #	Pass code	Check your
	original Monitoring Service Agreement for your Pass Code, if you are unsure.		
	After Login, the page will show drop down menu's for the following: Data Entry		
	History, Miscellaneous and Logout.		

- 3. Click, Data to view for your current Account Information. If incorrect or to make an update Print the Page, add your Receiver & Account # to the page and email to mgalarmsecurity@gmail.com to have your changes completed.
- 4. Click, Account History to view your alarm history, enter the start and stop time.
- 5. Click, Test Results to view test result history, enter time period to view.

Instructions to Test Your Alarm System

To be assured your system is operating as originally installed; MG Alarms & Security LLC recommends you test your system often. If you have work done in your home or business, which could cause a problem such as (i.e. new telephones installed, electrical or alarm system repairs) your system should be tested before and after the project.

- 1. Call C.O.P.S. MONITORING @ 1-800-633-2677 to place your account on test. Please do this before sending signals or unnecessary authority notification may result.
- 2. Central station will ask for:
 - Your Central Station Pass code
 - Your receiver & account number &/or telephone number
 - Your Name
 - The amount of time you would like the account on test or taken out of service
- 3. You can now test the system. Any alarm signals that is received during this test mode will be logged & no action will be taken. When the alarm is activated, the system should seize the phone line and the signals should not be heard on the actual phone line that the alarm system is using, if that is not the case, a service call should be scheduled to correct the problem.
- 4. After testing the system, call central station or log on from information above to check for test results. You will be given the time, code & condition of every signal that central station received during the test time.
- 5. When you have completed testing, call central station to inform the representative that you want to take your account off test (this puts it back in service) or you can just let the test time expire.