zortrax

User Guide

inCloud

zortrax INCLOUD

Features   Plans & Pricing   Login

Next level of 3D printing workflow management
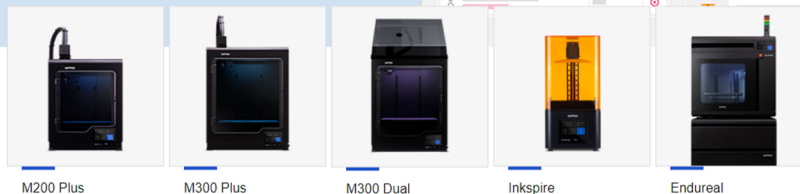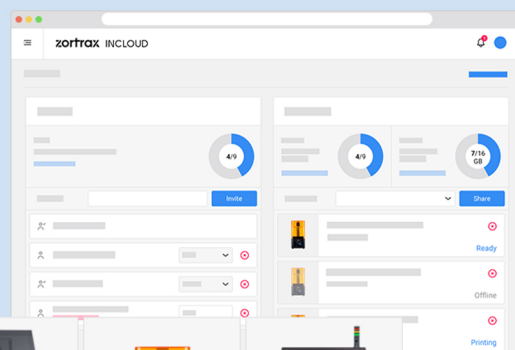
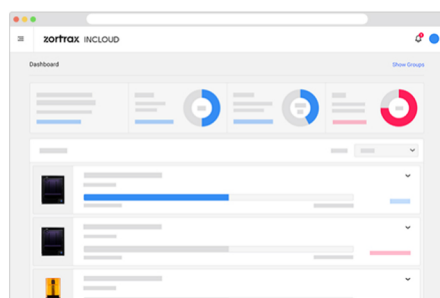Discover the time-saving system for efficient managing of your 3D printers

Use Free Version
No credit card required for basic plan

Get Enterprise
Use full version for free until the end of 2020

M200 Plus   M300 Plus   M300 Dual   Inkspire   Endureal

Access and monitor all of your Zortrax devices wherever you are

Professional devices and production management tool

- intuitive interface for smart production control
- real-time printing progress information
- remote access to your 3D printer's camera

Plans & Pricing

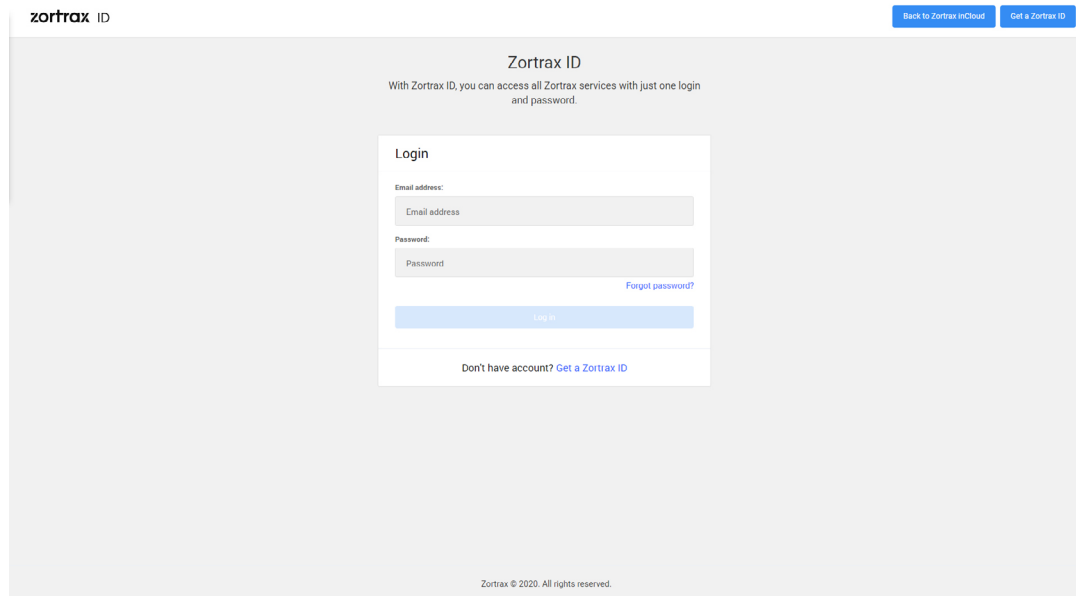## Spis treści

General Information

Zortrax inCloud is a cloud-based platform for efficient management of 3D printers and teams of people focused on model production. It's available to everyone who has registered their Zortrax machines through the Zortrax ID system. The inCloud provides a variety of features which optimize the workflow with printers and people involved in various 3D printing projects. Depending on the number of printers you or your team work with, you can choose a subscription plan that will be suited to specific needs. All plans include a determined amount of transfer required for uploading files to your printers through the cloud service, and a number of spots for adding devices and users to the panel. Thanks to Zortrax inCloud, you can monitor all your Zortrax devices and access the necessary data from any place you want. The features introduced in the platform also enable users to:

- add and manage multiple devices,

- remotely send commands to the added devices,

- transfer files to the USB storages installed in devices,

- start the printing process of one file using several devices (*Multiprint* option),

- create teams and give them access to devices from individual accounts,

- arrange devices in one or more groups and share them with the added users,

- receive notifications about devices and their current status,

- display previews from cameras installed in devices,

- track the printing history,

- preview miniatures of all printed models,

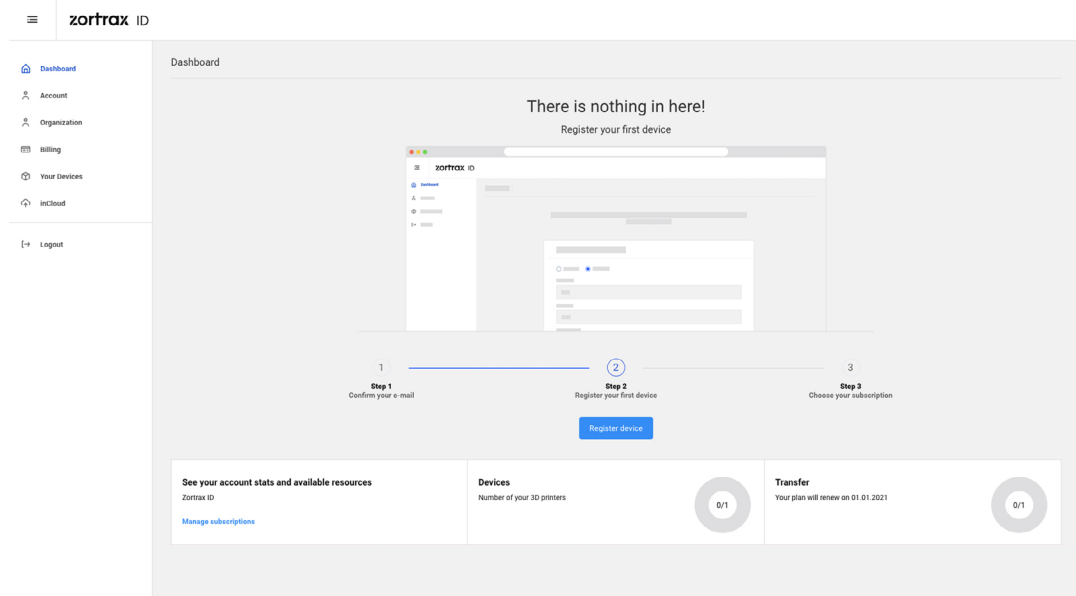- determine a device's location.

This User Guide gives assistance on starting work with Zortrax inCloud and explains basic features and solutions.

Registering devices on Zortrax ID account

1. Go to zortrax.com/register, and log into you Zortrax ID account. If you don't have an account, create it now.

2. Next, start the registration process of your device.
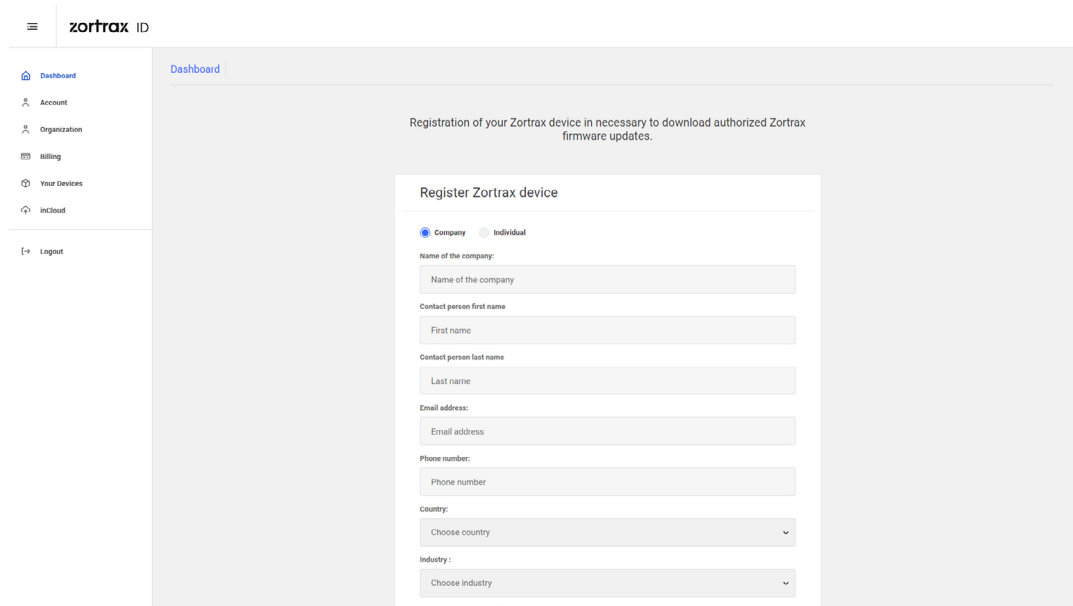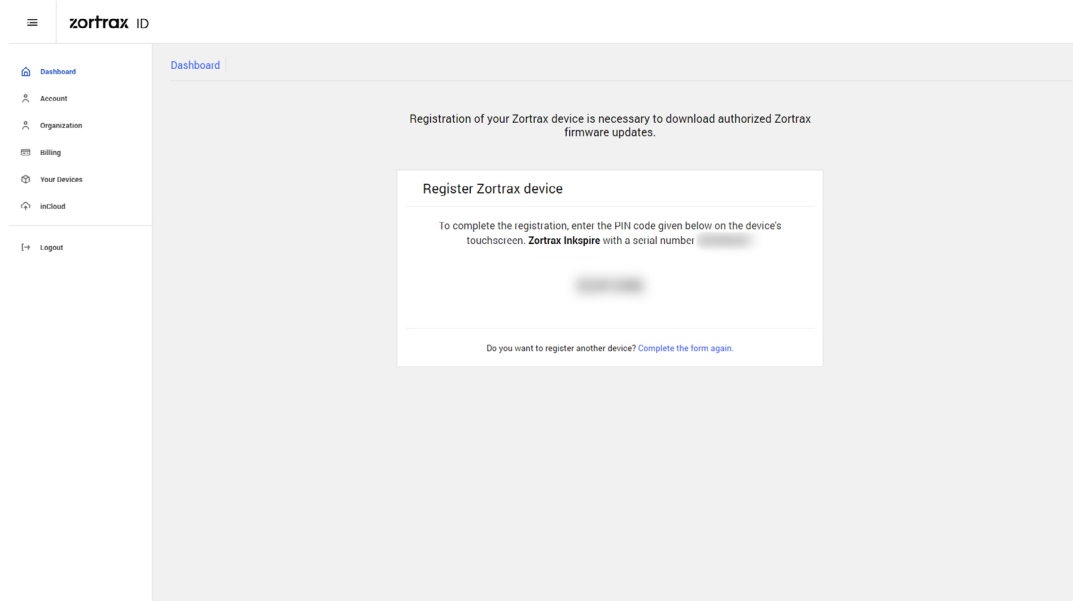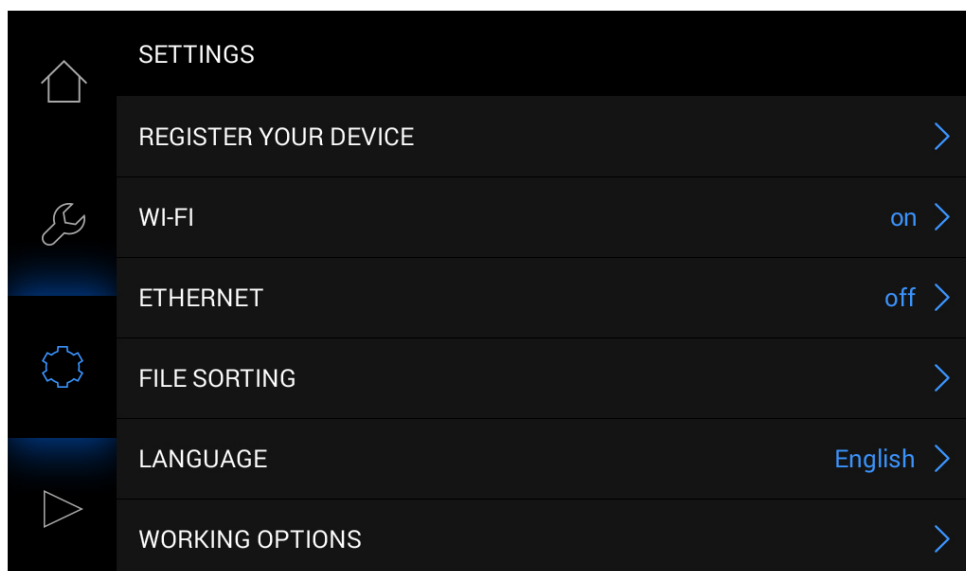
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3. Fill in the form.

4. Write down or memorize the PIN code you can see on the screen. You will have to enter the code on the printer's screen.
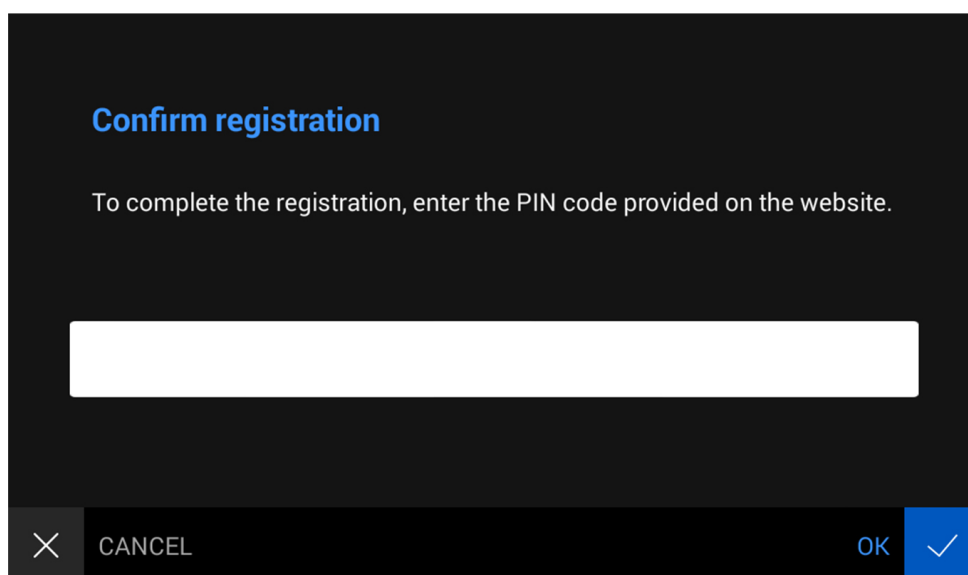

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5. Open the *Settings* menu and select *Register your device*.

6. Enter the PIN code provided on the website and select *OK*.

7. Your device has been successfully registered.
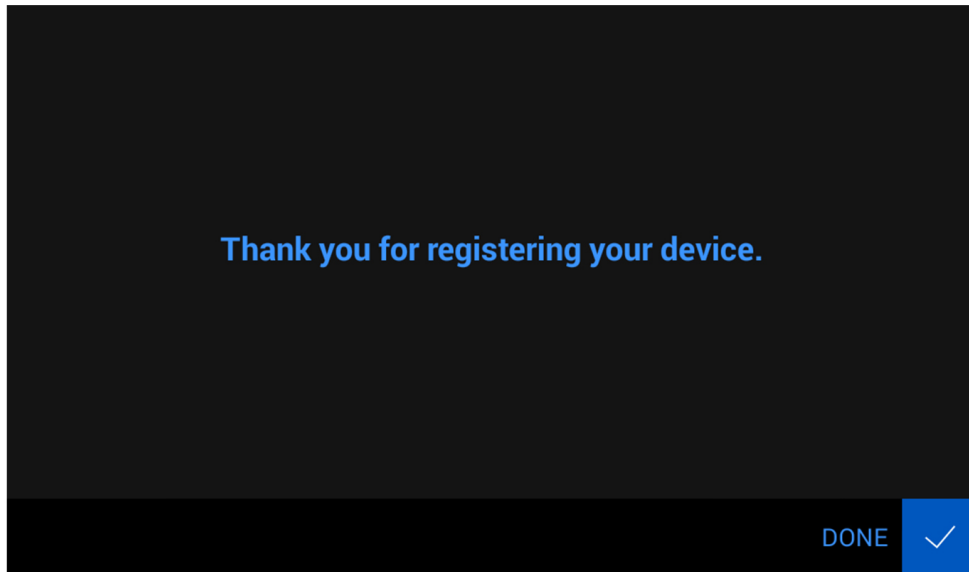
Logging into Zortrax inCloud

1. Go to incloud.zortrax.com. Otherwise, decide whether you want to use the free or full version, and click the adequate button.

2. You will be redirected to a login page where you can create an account. Next, choose a subscription plan, and complete the payment.

Changing a subscription plan

To change a subscription plan, click the *Manage subscriptions* button in the upper left corner of the dashboard. This option will redirect you to your Zortrax ID account to the *Billing* section.

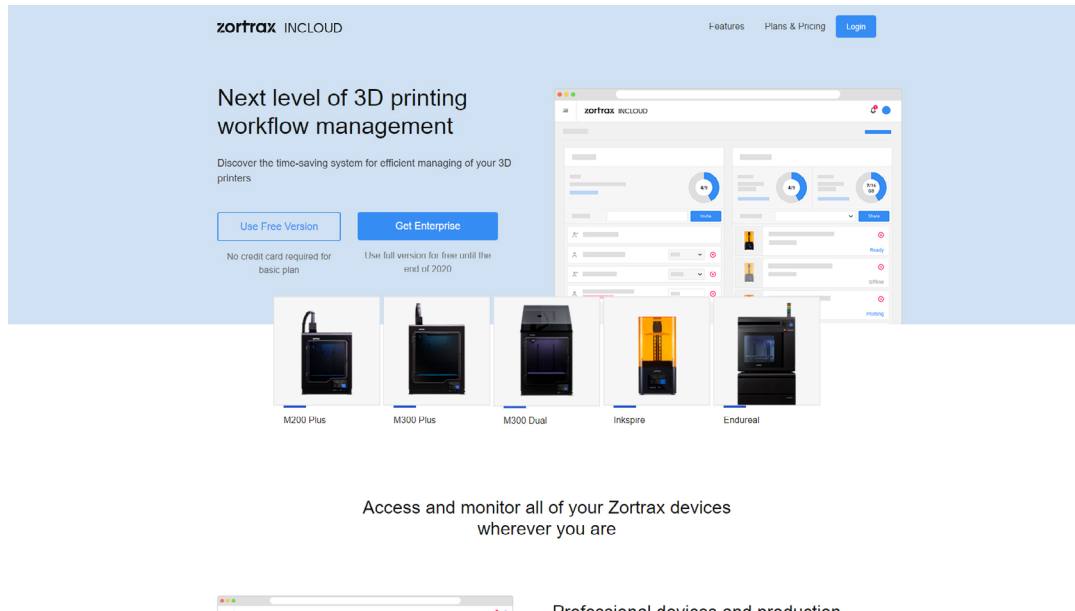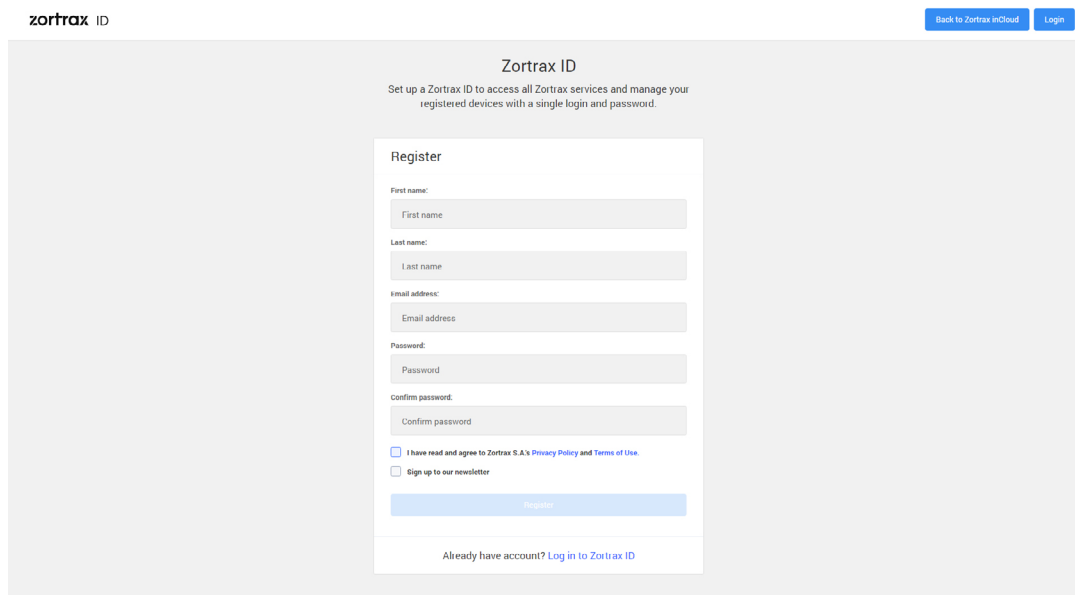1. Expand the section with your current plan details using the [⌄] button and click *Change plan*.
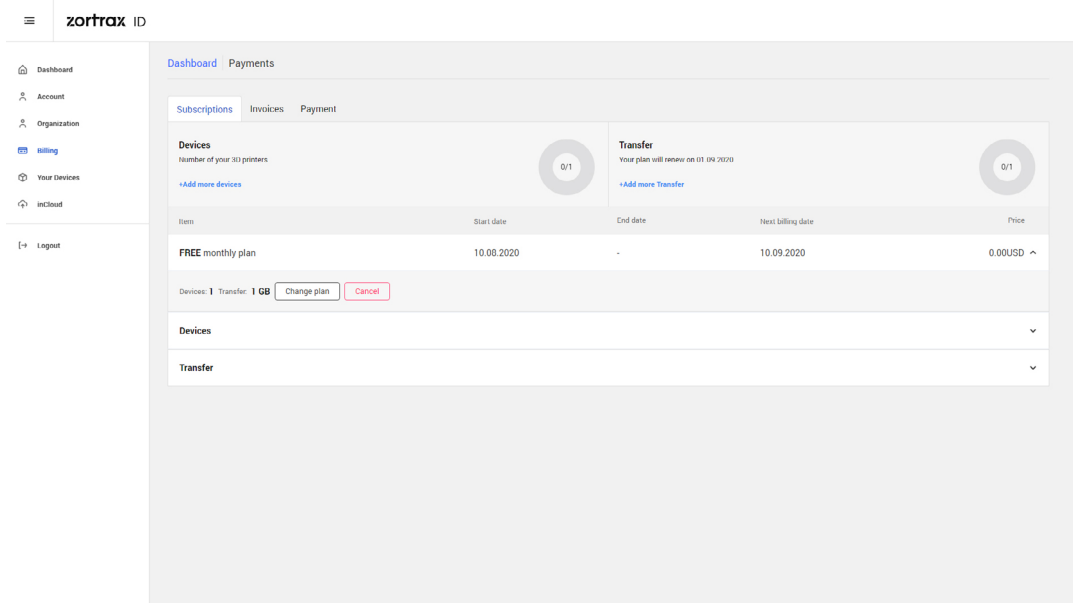
2. In the pop-up window, there is information about all possible plans and available options. You can decide on a higher or a lower plan, and whether you want it to be billed monthly or annually. Select the plan and type of payment, and click *Upgrade/Downgrade*. You can switch the billing cycle type with the slider at the top of the window.
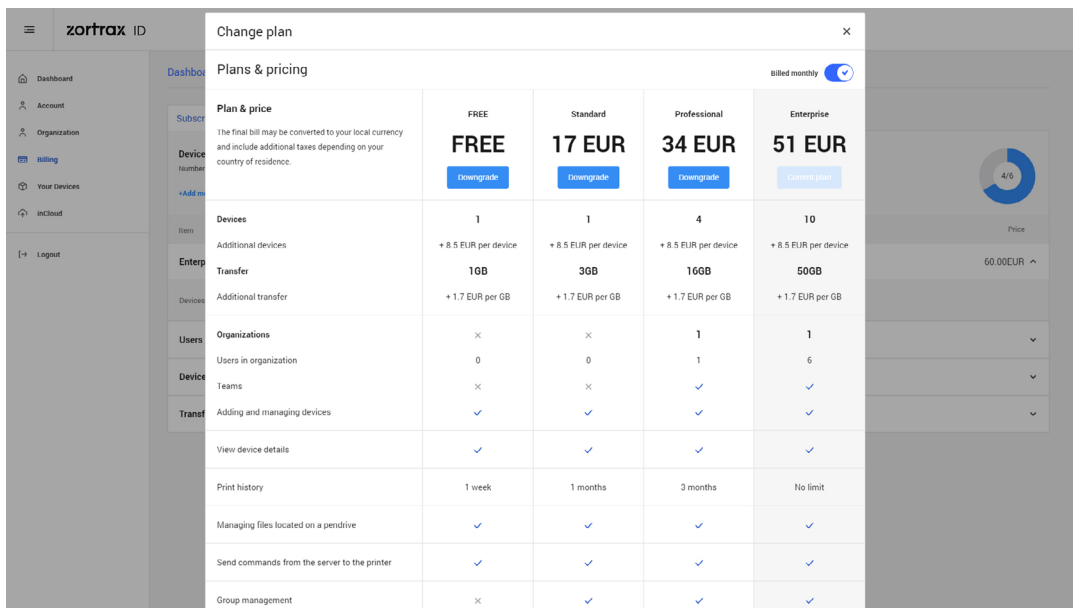
Adding devices to Zortrax inCloud

Zortrax inCloud allows users to add devices to the main panel and arrange them in groups. The added devices are shown on the list *Unassigned*.

1. Select the *Add device* option on the toolbar on the left.
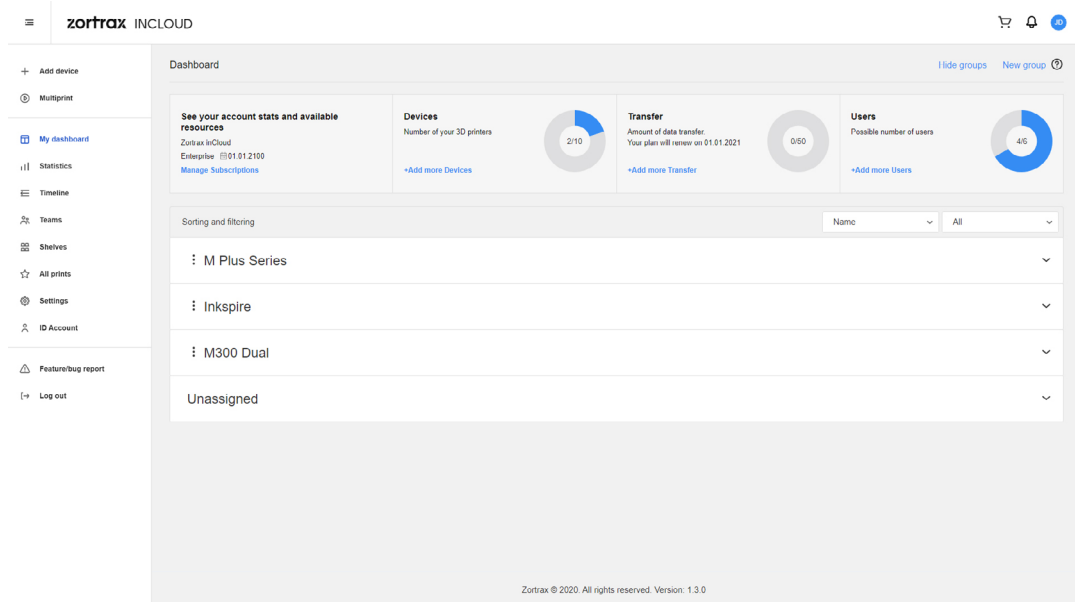
2. In the pop-up window, click the Add device button next to the selected device you want to add to inCloud. Remember that you can only add devices you have previously registered on your Zortrax ID account.
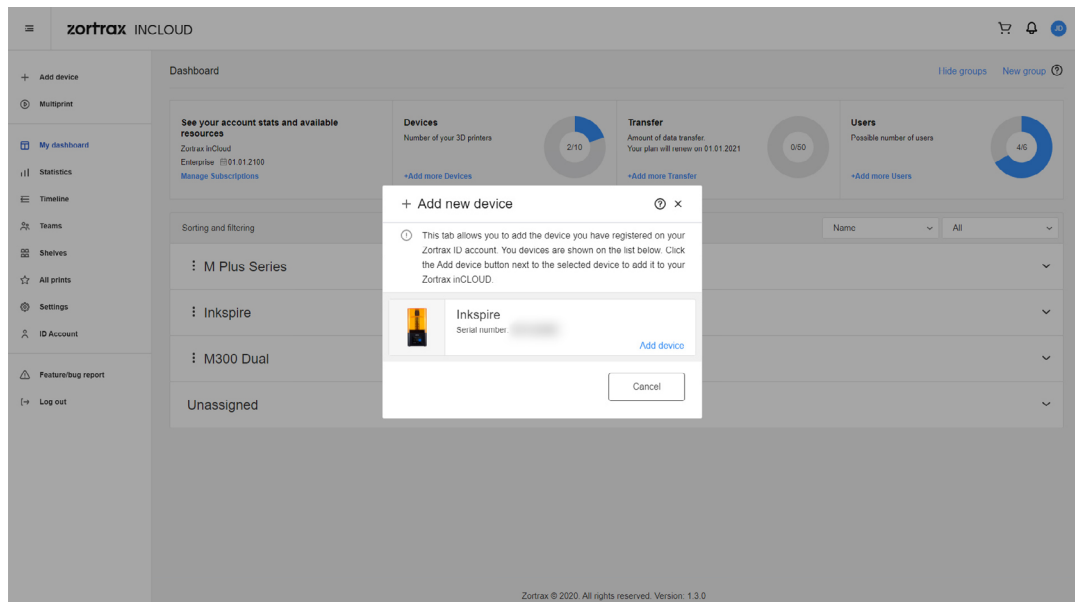
3. In the next step, you can change the device name, and select which group you want the device to be added to. You can also use the New group button to create a new group. Click *Save* to add your device. Devices from the *Unassigned* list can be added to a group using the drag&drop method. Use the [≡] button on the right to drag a device.
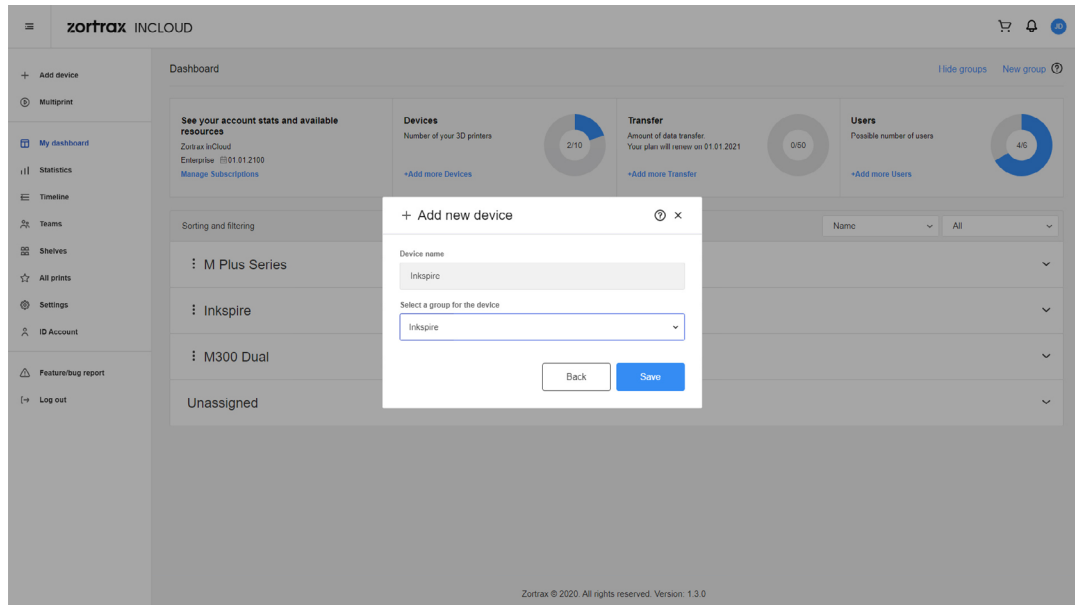
My Dashboard

Dashboard is the main panel where you can start all your Zortrax inCloud activities. There is a list of devices you have added and groups you have created. There is also information about your current subscription plan and available amount of data transfer.

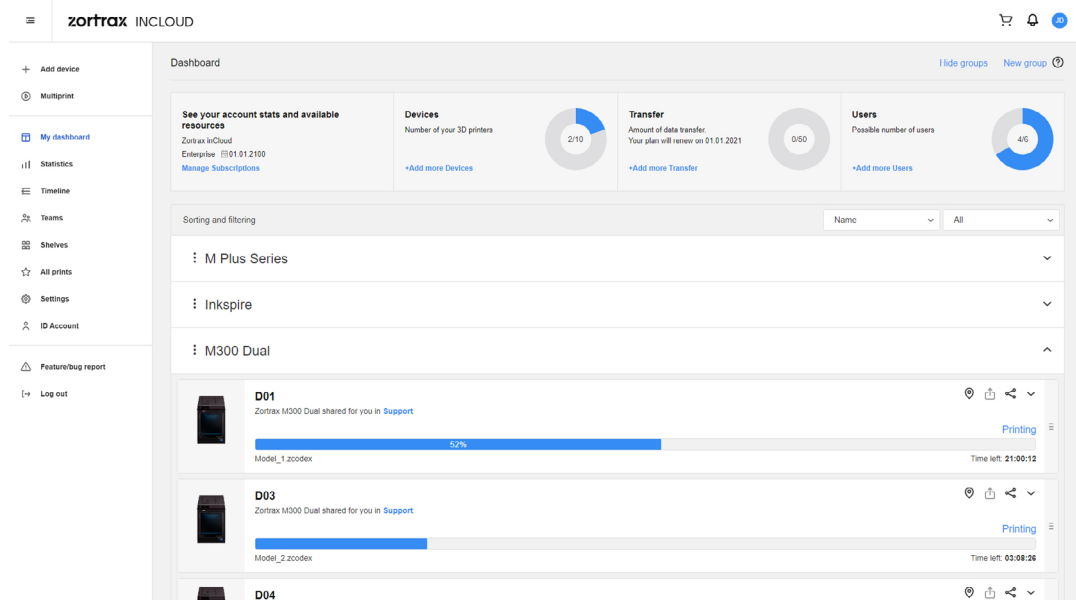This tab displays all information related to the added device, including the serial number and firmware version. Here you can upload files to the device's storage, create a new catalog for your files, and remotely start the printing process. There is also information about device logs and the whole print history. Use the [⋮] button to edit device's details, for example, change the device name, assign it to a different group, or leave a note for your teammates with information related to the device.
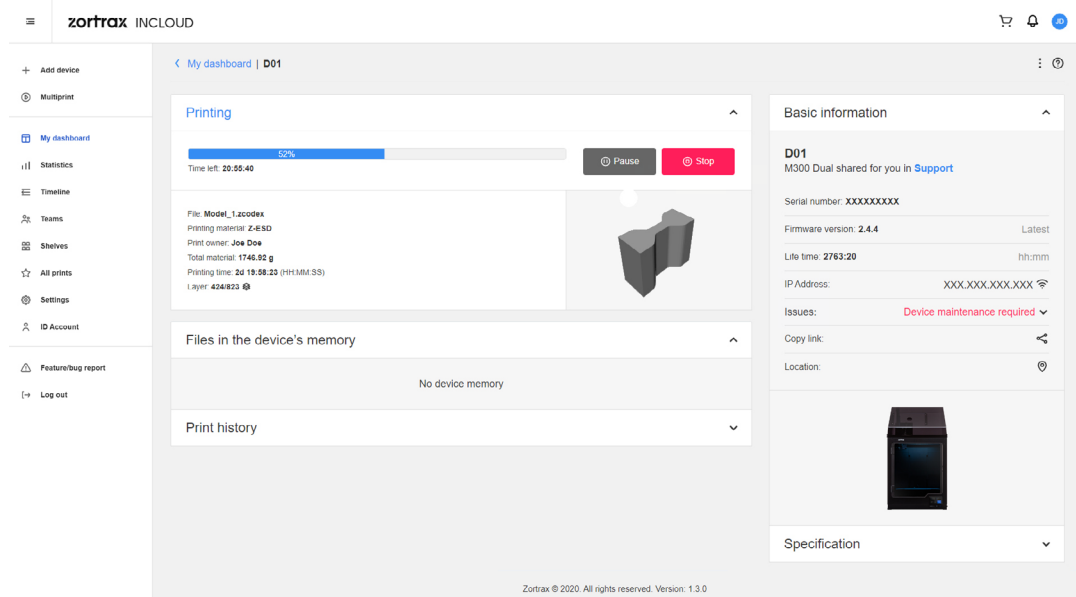
Sharing and locating devices

On the list of devices and in each device's individual tab, there are two options that allow users to share devices with others. With the *Share device* option [⬆] you can select a Team and a user who will receive access to a printer. The *Copy link* option [⌣] lets you send a direct link to the selected device.
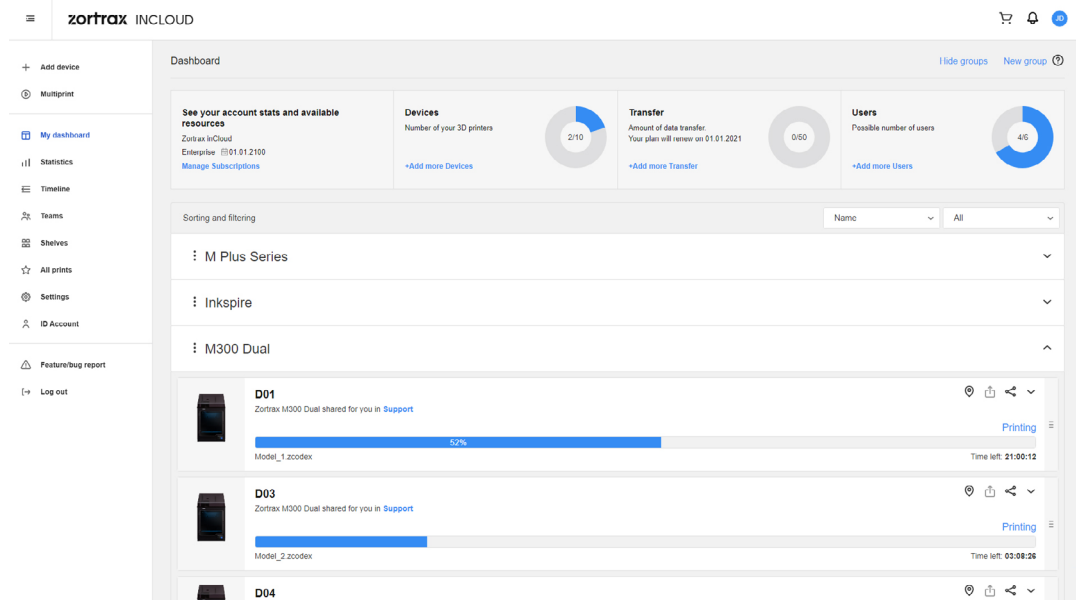
The *Find device* option [◉] allows users to quickly determine a device's location. Click on the location pin next to the device you want to locate. Next, you will receive a notification whether the device has entered the location mode. If device location is possible, special animation will flash on the printer's screen which will help you quickly find the device you're looking for.

Creating groups

Zortrax inCloud allows you to create groups of devices to facilitate the *Multiprint* option as well as general management of model production.

Click the *New group* button in the upper right corner of the page. In the pop-up window, enter the group name and click *Create*. You can add a device from the *Unassigned* list to the selected group using the drag&drop method.
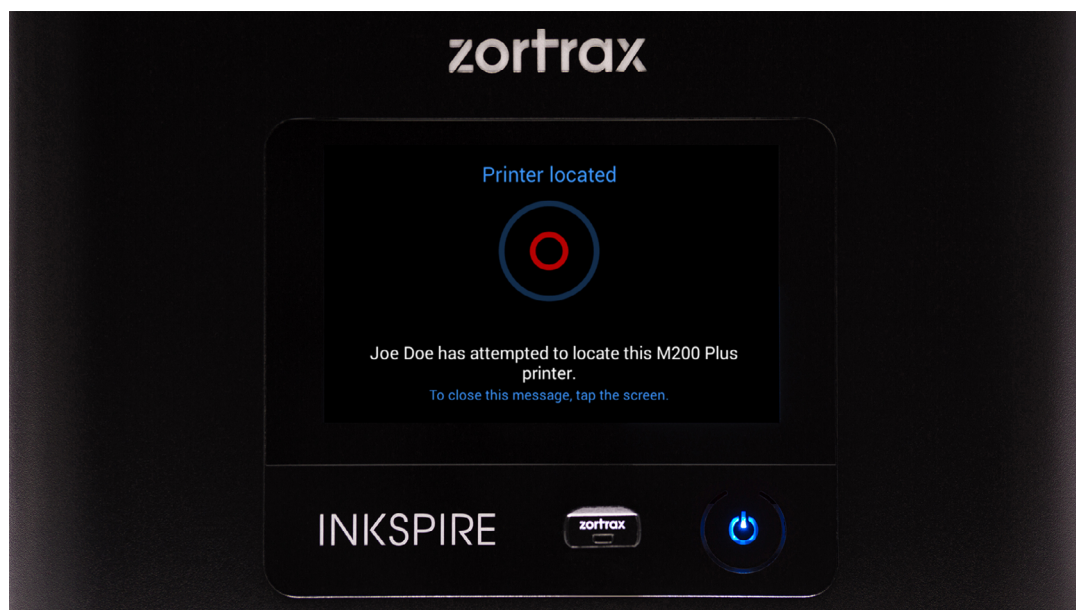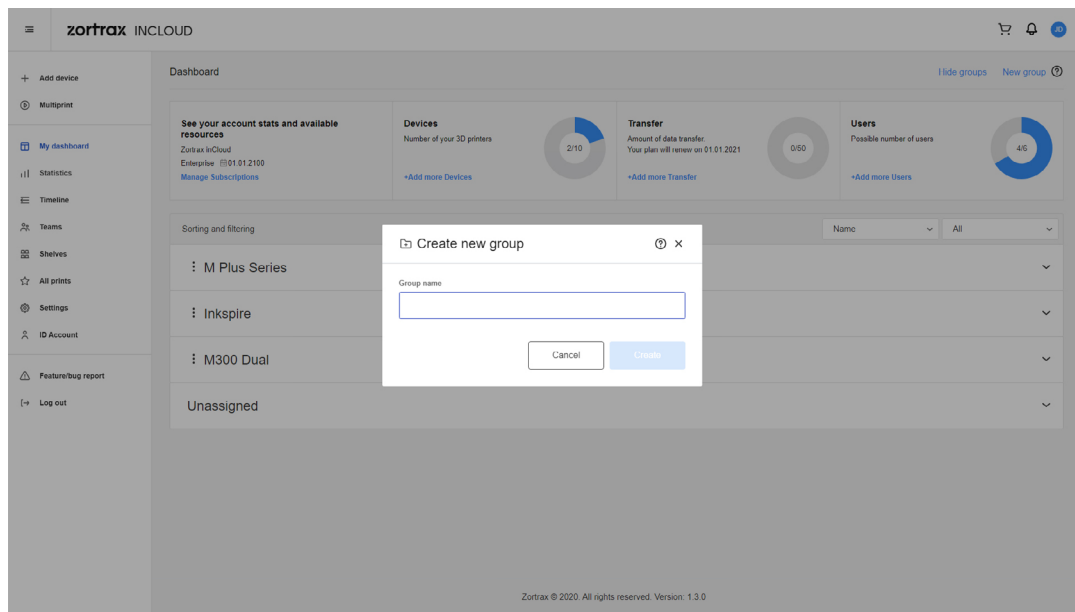

Use the [⋮] button to start a multiprint with devices added to the group, edit the group's name, or delete the group.
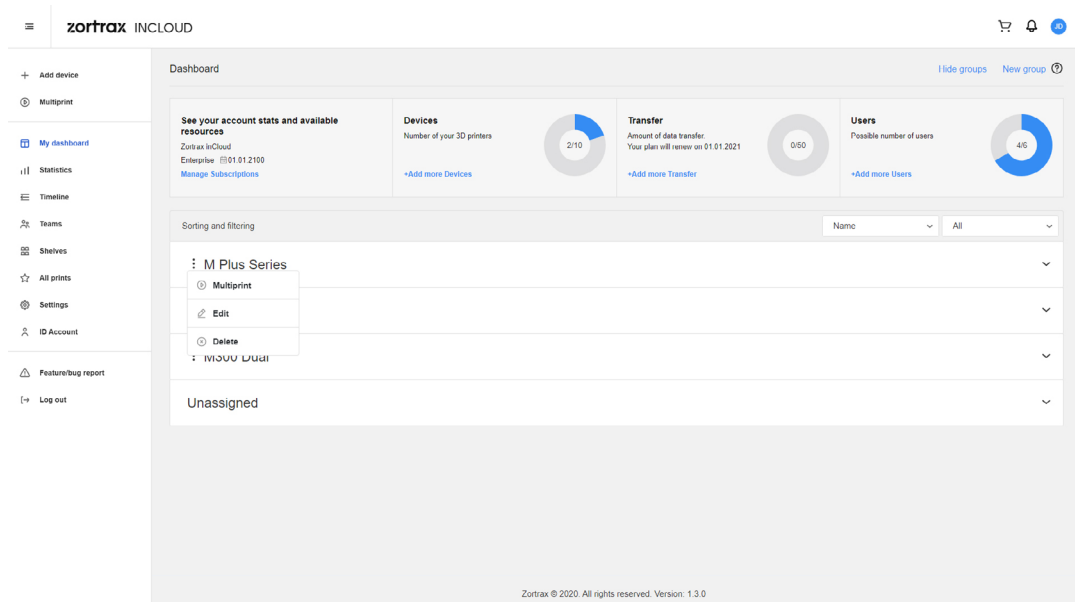
Multiprint

Multiprint option allows you to start the printing process of one file using several devices simultaneously. Select the *Multiprint* option on the toolbar on the left. In the pop-up window, drag&drop a file, or click the *Browse* button to choose a file for printing.
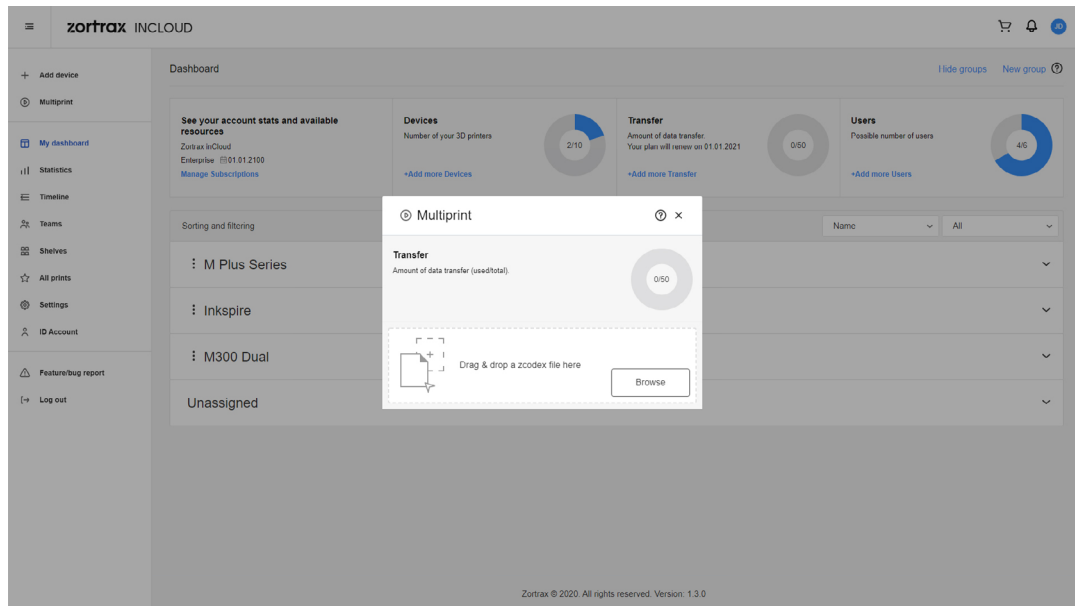
Next, select which printers you want to use and click *Print*.

Statistics

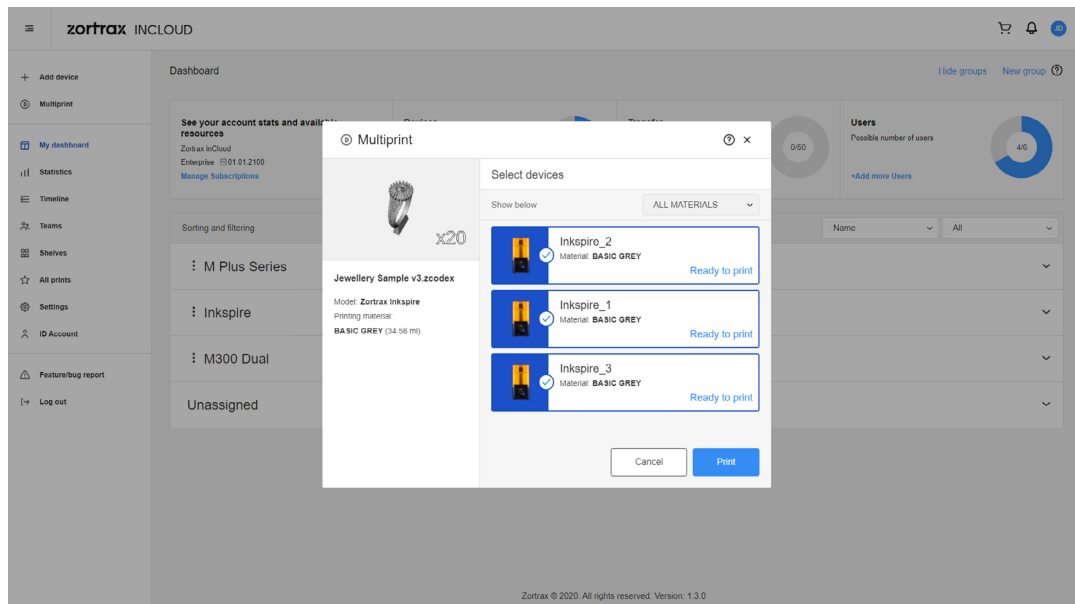The *Statistics* tab gathers various data related to devices and users. You can choose the date range for the stats you want to preview. Statistics include total printing time with all added devices, most used 3D printers, total amount of used materials, as well as printers which require maintenance or firmware update. There is also information about transfer used up by each printer and user. Admins have access to data from the entire Organization and all other users, including data on users' printing time and material usage.
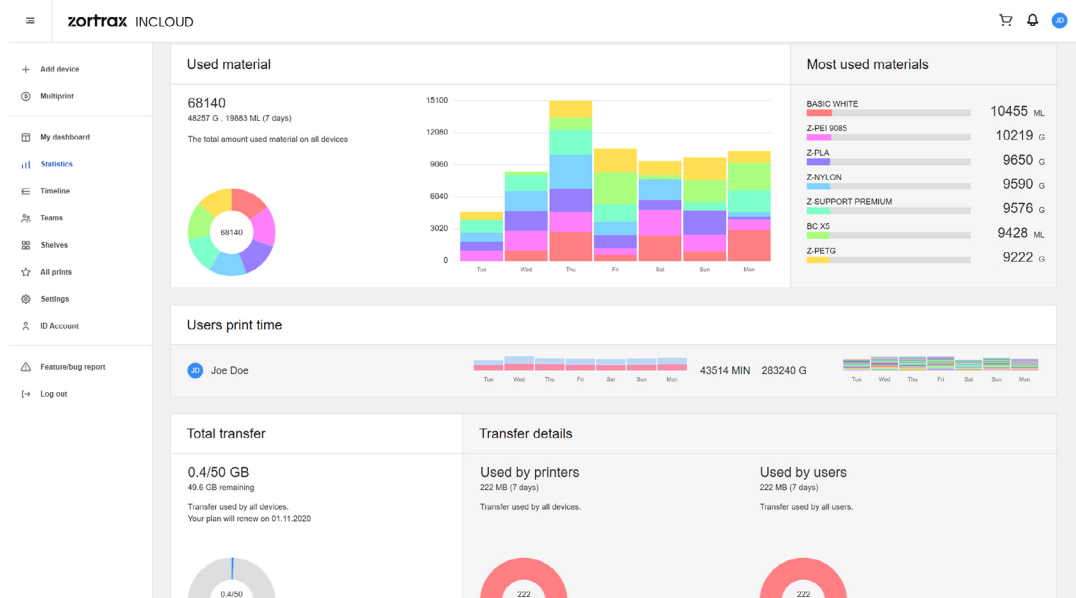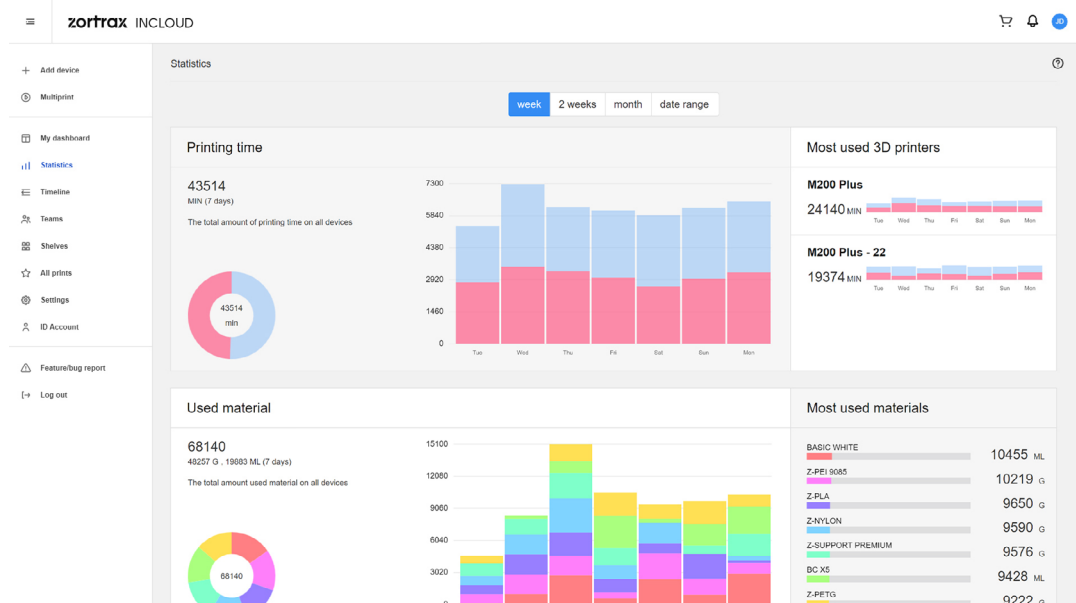
Timeline

This tab shows you the activity connected to each added printer. You can see which printer is currently working and what the status of each print is - green means the printing process has finished; red means the printing process has been stopped; blue means the printing process is in progress. Move the mouse over the selected field to see more details related to the print - when it started and finished, which team member started the print and the time left to complete the print. You can easily scroll through the whole timeline of a printer.
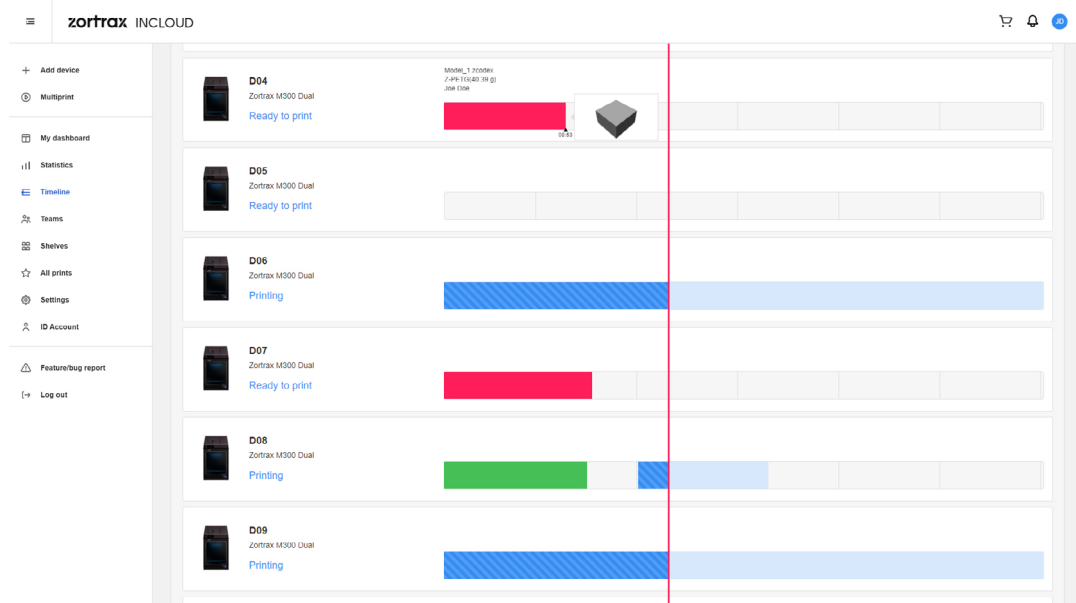
Creating Teams

If you want to cooperate with other people, you can create a team and share devices with your teammates.

Open the *Teams* menu and click the *Create new team* option. In the pop-up window, enter the team name and click *Create*.
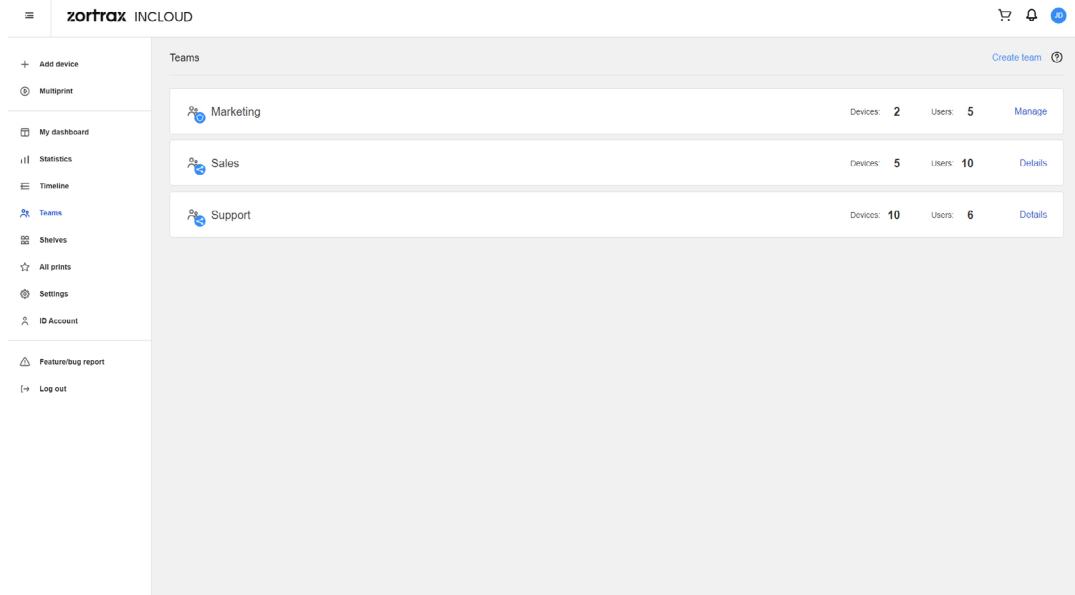

Click the Manage button to add more users and decide which devices you want to share with your team. To add a user, enter their e-mail address and click Add. Remember that you can only add users you have previously invited to your organization in your Zortrax ID account. Go to the Organization tab in your account for more details and available options. The added person will be shown on the users list below. To share a device with your team, choose a device from the drop-down list and click Share. Your teammates will be able to print with the shared device, but only you will be the device administrator.
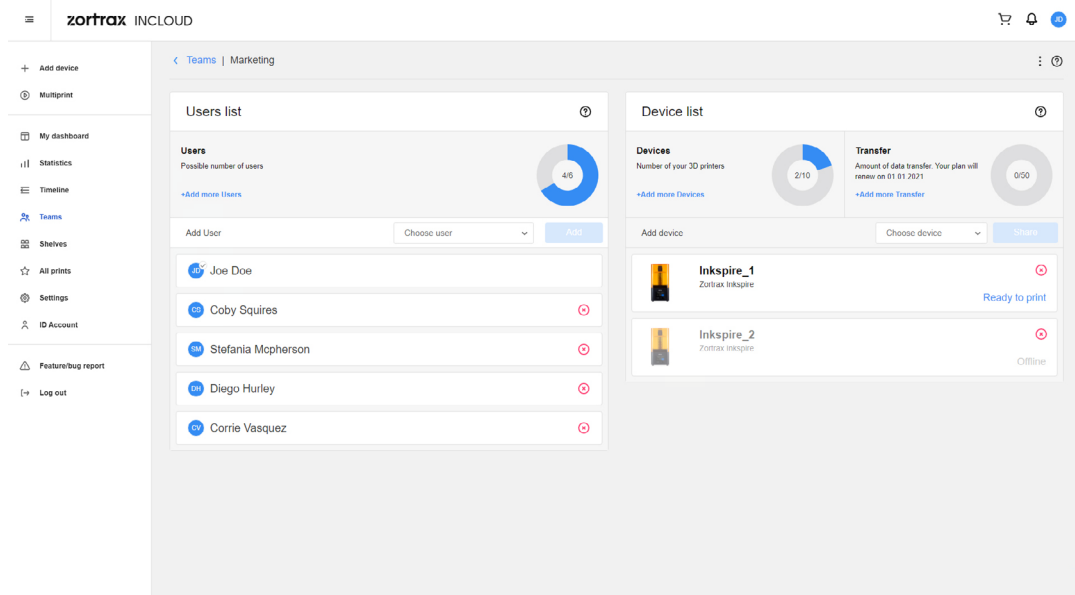
Shelves

The *Shelves* tab lets users arrange all added printers in such a way to match the exact setup in their print room. You can easily assign a place to each added device.

Open the *Shelves* tab and click the *Create shelf* in the top right corner of the window. In the pop-up window, enter the shelf's name, choose the number of columns and rows, and click *Add*.
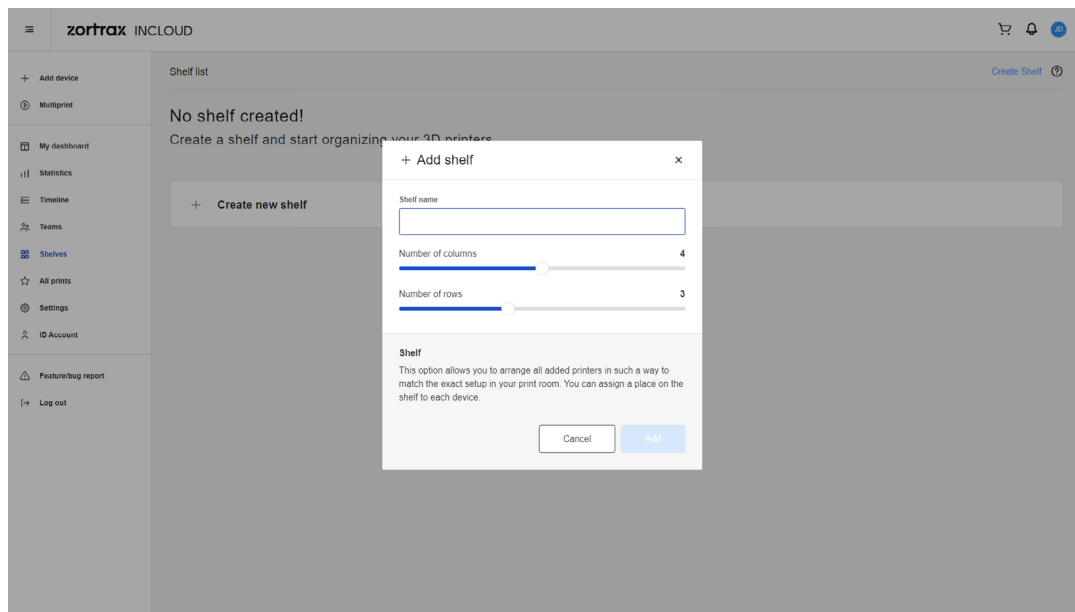

Select the *Manage* option to open the Shelf. With the [**+**] button, you can add a device in the selected place. Once you add a device, a miniature of the printer model will appear on the shelf, including its current status and information about the loaded material. With the [⋮] button in the top right corner of the page, you can edit or delete your shelf.
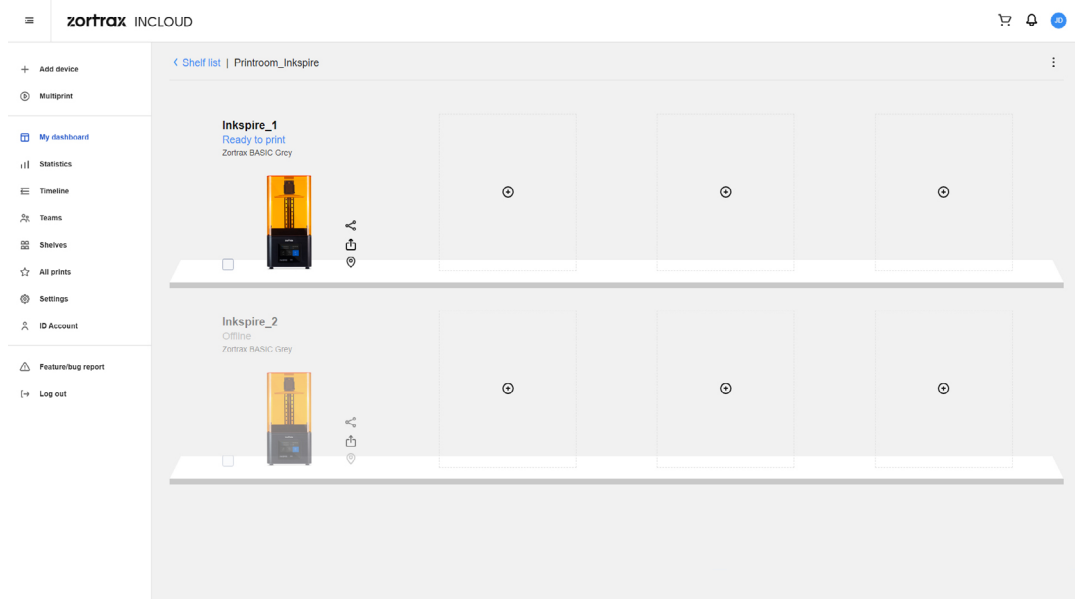
All Prints

In the *All Prints* tab, users can preview all printed models with detailed information. The list shows thumbnails of all models, file names, and the date of completion of the project.

Administrators can preview all prints done in the entire *Organization*. Filters let you choose whose prints will be visible in the tab.
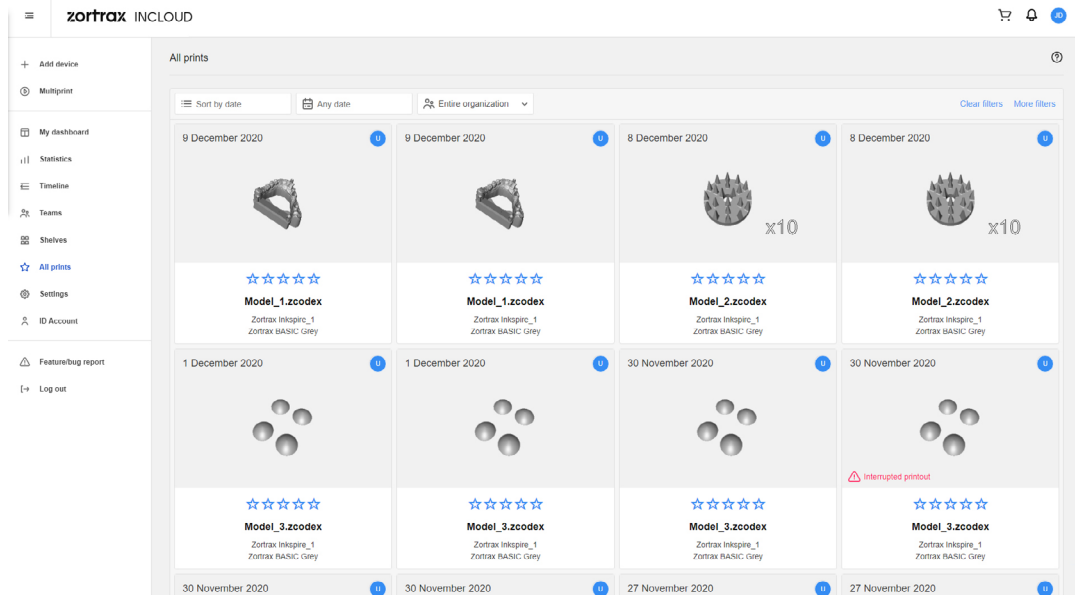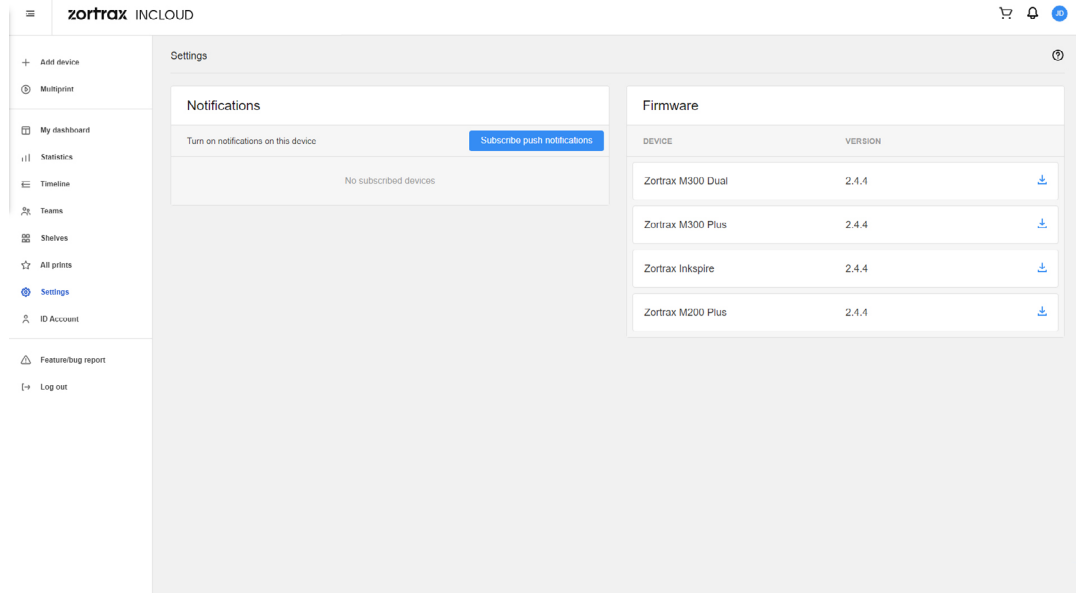

When you click on a model's thumbnail, you will be able to see all details regarding the print, including printing time and its outcome (Success/Failure). Additionally, each project can be evaluated with the star rating system.
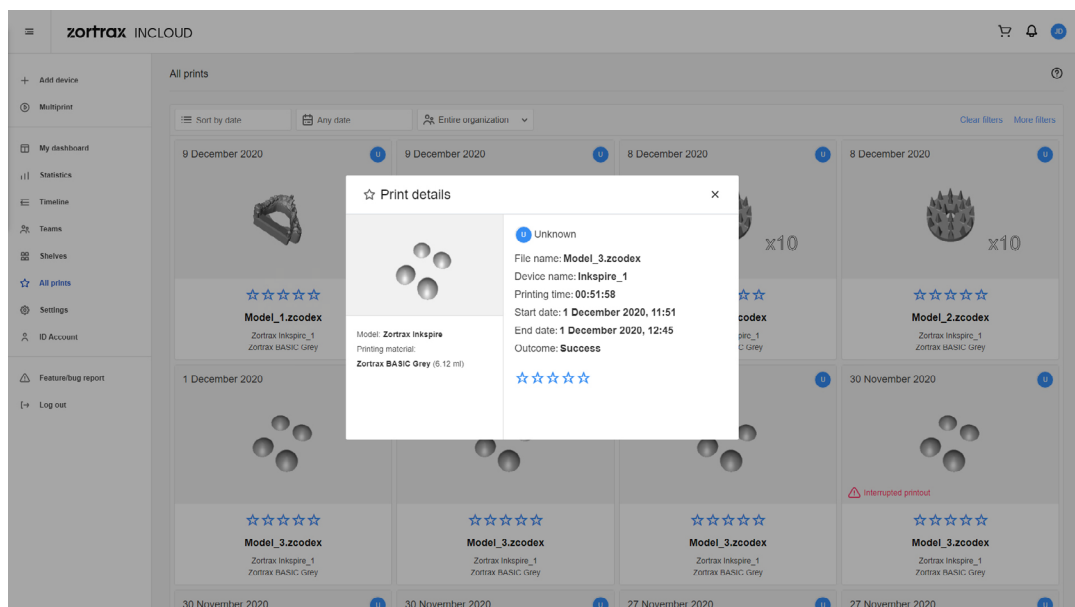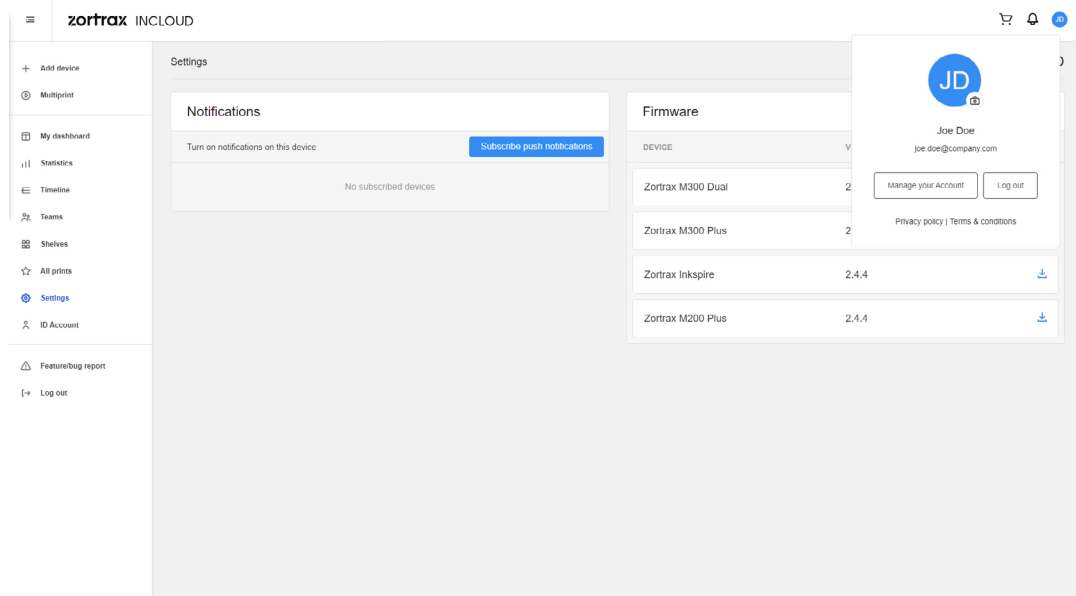
Settings

This menu allows you to change the notification settings and download the newest firmware update for your device.

Adding a profile picture

Click on the icon with user's initials in the top right corner of the page. Click the camera symbol [📷], and in the pop-up window, select a picture from the hard drive or add one using the drag&drop method.

Account

This option redirects you to the Profile tab in your Zortrax ID account, where you can change the account settings, personal data, billing details, and the language of the menu.

Request feature/bug report

Use this form to share your ideas for new features that could improve your experience with Zortrax inCloud. Also, make sure you submit a bug report of any problem that you encounter while using the cloud services so we could fix it in the next update.

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