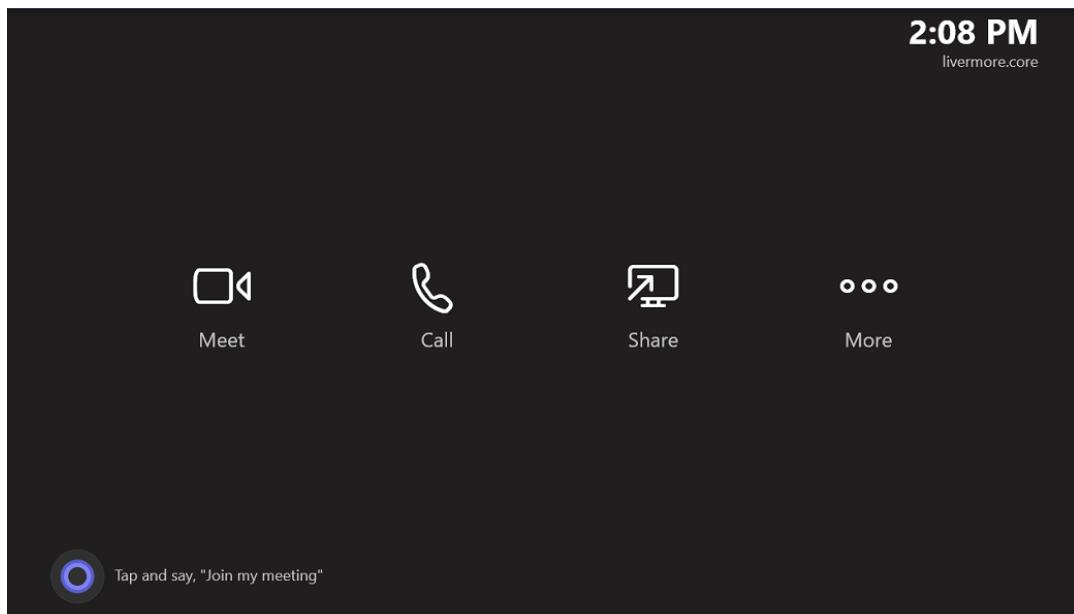


Manual MTR Device Registration for ThinkSmart Manager

If you have trouble locating Activation Code and Windows Admin Password, try Manual Device Registration flow:

NOTE: These instructions need to be done within the MRT's administrators access.

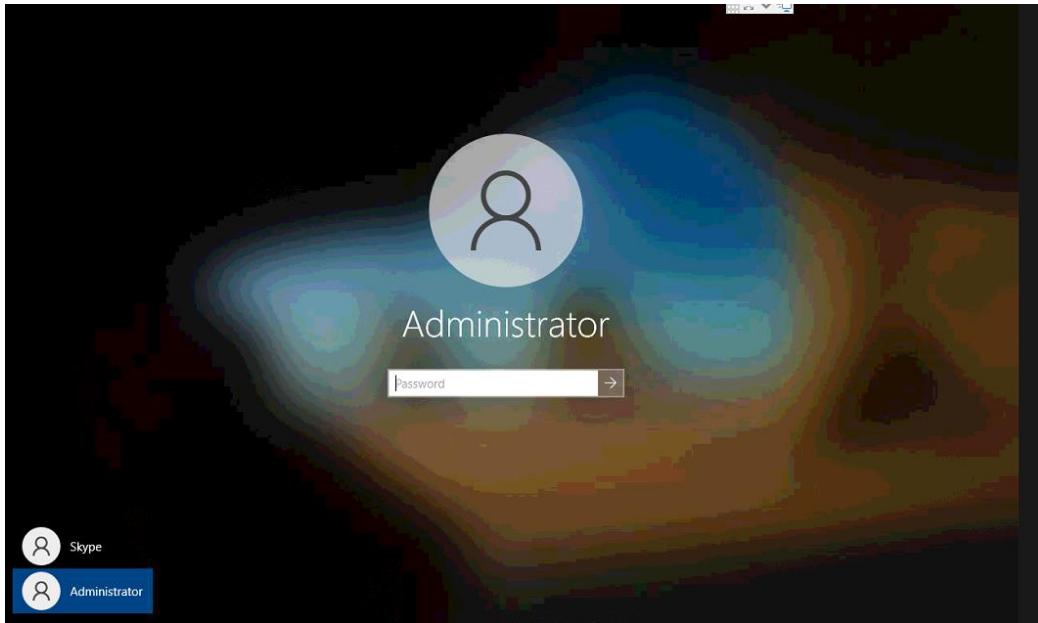
- 1.) Access the MTR and connect a Keyboard to the System.
- 2.) You should be within the MTR main screen:



- 3.) With the Keyboard attached to the MTR, please select the Windows key and click on it 5 times.

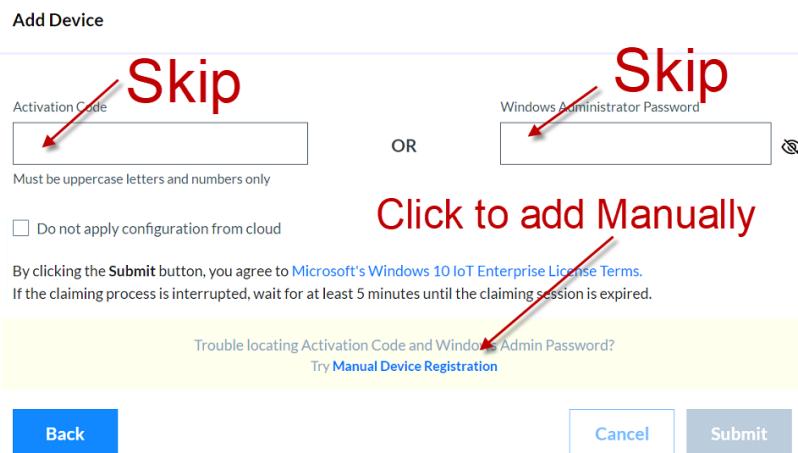


- 4.) The Screen will show the Administrator login access, Please Log into as Administrator:



Now that you are login as Administrator open a browser and follow the items below:

1. Log in to ThinkSmart Manager (<https://portal.thinksmart.lenovo.com>) with your Lenovo ID.
2. Click **Device Manager** → **Devices** on the left navigation panel and then click **Add Device** on the top of the page. Follow the on-screen instructions to claim the new device.
 - a. Select **Add Individually** and device **type**. Then, click **Continue**.
 - b. Select **Machine Type** and enter **Serial Number**. Then, click **Next**.
 - c. The Next Menu you should see the image below: (Please select Manual Device Registration)



d. Click **Manual Device Registration** button. Follow the on-screen instructions to claim the new device.

Register Manually



Step 1

Download the Registration Package
on your device



Step 2

Copy both devices.csv and
configuration.json to the root folder of
the device storage



Step 3

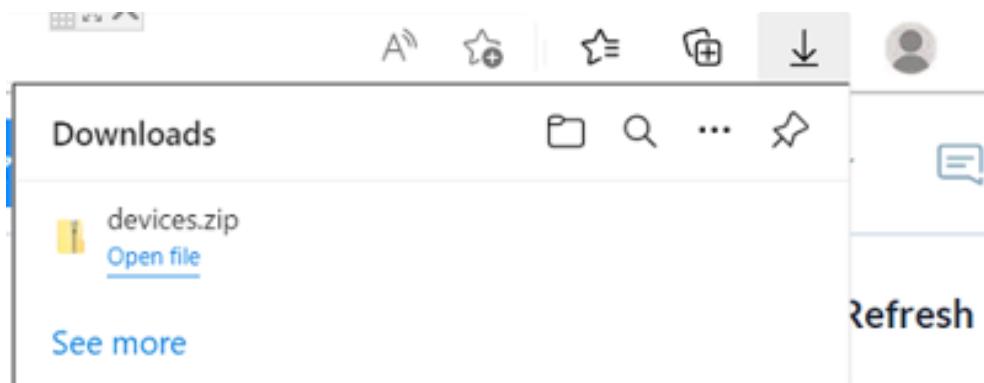
Reboot your device. It will be online
on the ThinkSmart Manager portal
upon refreshing the Device page

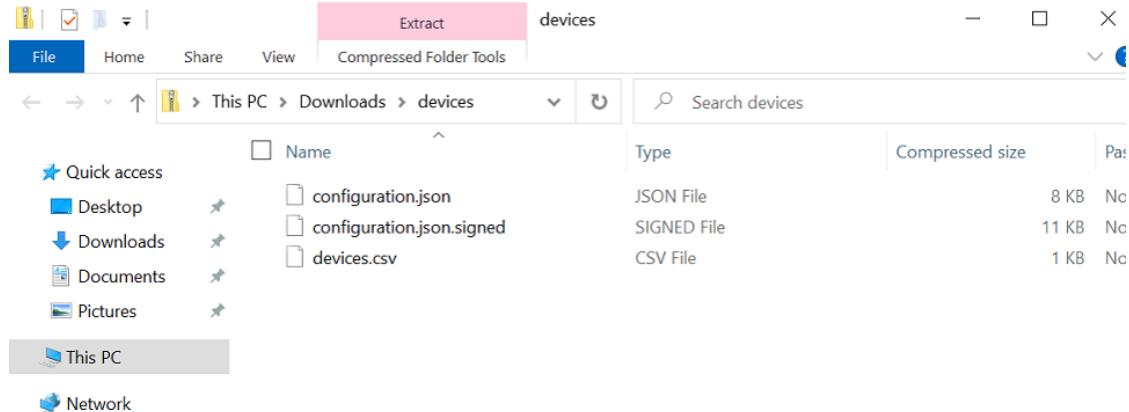
For detailed information on the steps to transfer the files to your device, refer [this guide](#)

[Download Package](#)

Step 1

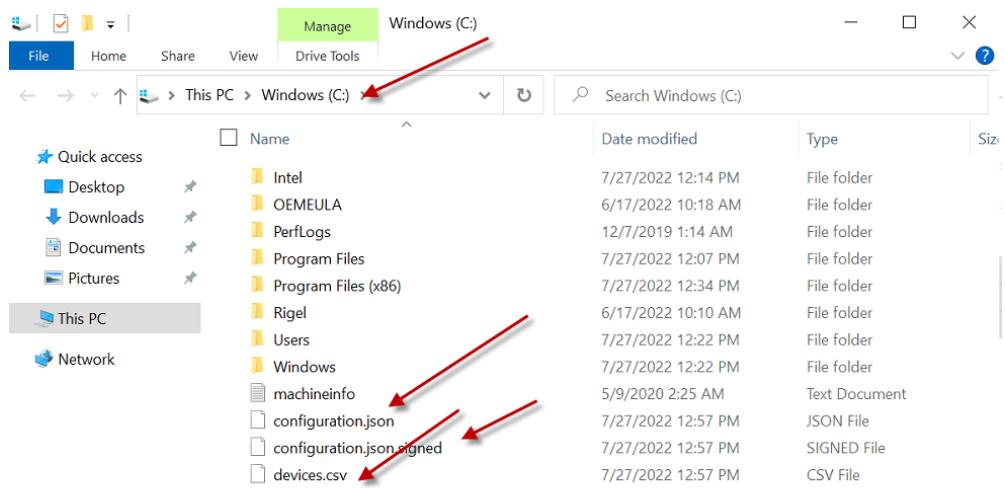
Download the Registration Package:





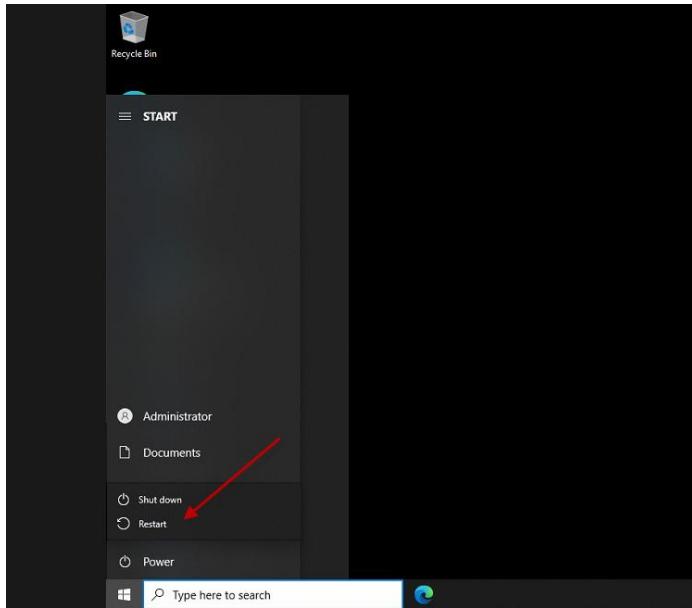
Step 2

Copy the files to the Root Folder:



Step 3

Reboot the MRT at this time..



At this point the device will be added within the Portal, confirmation of the device would be the Serial number and Machine Type: NOTE we are assuming that you have already install the ThinkSmart Application on the MTR. If you have not installed the Local ThinkSmart Portal application on the MTR, please download it now:

The ThinkSmart Manager Application install on the Local MTR/Zoom Room needs to be complete to have the Services listed below, please install the following:

ThinkSmart Manager Application download:

A screenshot of a Lenovo website page for the ThinkSmart Management Service. The URL in the address bar is <https://support.lenovo.com/us/en/downloads/ds542392-lenovo-thinksma...management-service>. The page title is "Lenovo ThinkSmart Management Service". The main content is a download table with the following data:

