

Trilogy Polo Club Gate Access

IASv5 User Manual

HOA Advisory Committee

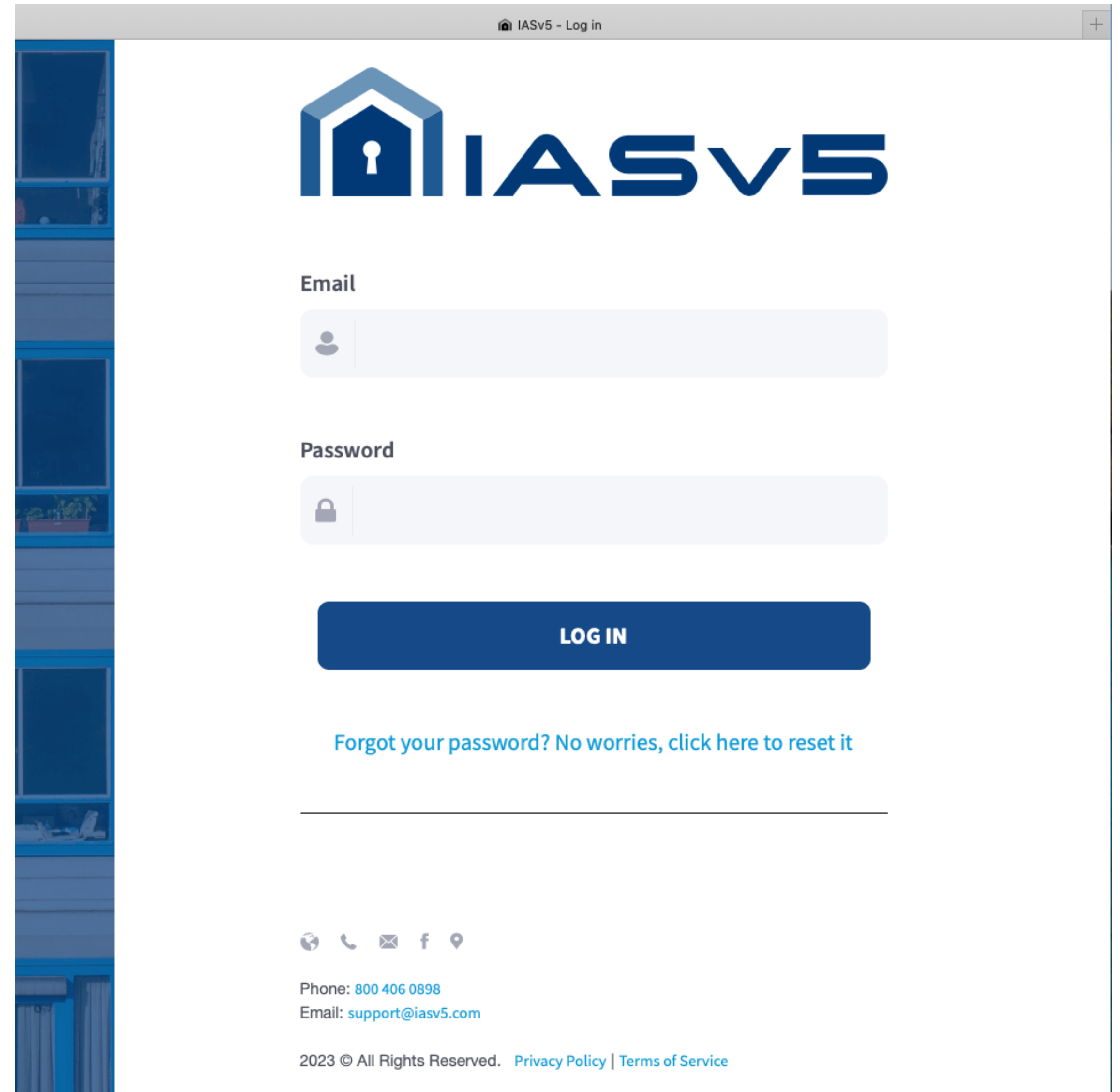
Your Advisory Committee is presenting you with this User Guide to improve how you manage your visitors, and how they will be processed at the manned gate at Avenue 52.

Please follow these steps to start utilizing the features of this system

Create an Account

Using a web browser

- Navigate to <https://poloclub.iasv5.com>
- You'll be presented to a screen similar to this.
- Enter your email address that Albert Management has on file.
- Click on Forgot Password
 - Go to your email and follow the instructions to reset it.
- Log into your account

A screenshot of a web browser displaying the IASv5 login page. The browser's address bar shows "IASv5 - Log in". The page features the IASv5 logo at the top, which consists of a blue house icon with a white keyhole and the text "IASv5" in a bold, blue, sans-serif font. Below the logo, there are two input fields: "Email" with a person icon and "Password" with a lock icon. A blue "LOG IN" button is positioned below these fields. A link "Forgot your password? No worries, click here to reset it" is located below the button. At the bottom of the page, there are social media icons for a globe, phone, email, Facebook, and a location pin. Contact information is provided: "Phone: 800 406 0898" and "Email: support@iasv5.com". The footer contains the text "2023 © All Rights Reserved. Privacy Policy | Terms of Service".

IASv5 - Log in



Email

Password

LOG IN

[Forgot your password? No worries, click here to reset it](#)



Phone: 800 406 0898
Email: support@iasv5.com

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Account Info

Leave Email Alone

- The three dots show the menu
- Chose edit and enter your information

Account: ANDREW SMITH

Community Code: PCLB

Email: [Redacted]

Phone: [Redacted]

Mobile: [Redacted]

Address: [Redacted]

Zip: [Redacted]

Last login: [Redacted]

Account Extended Info Occupants Visitors Vendors Vehicles Credentials Pets Citations Notifications

Account

Email: [Redacted]

First Name: [Redacted]

Last Name: [Redacted]

Spouse: [Redacted]

HOA Number: [Redacted]

Member Since: [Redacted]

Last Login: [Redacted]

Details

Phone: [Redacted]

Phone 2: [Redacted]

Mobile: [Redacted]

Spouse Mobile: [Redacted]

Role: [Redacted]

Greeting: [Redacted]

Salutation: [Redacted]

Address

Alternate Address

Andrew Smith

Edit

Add Visitor

Add Vendor

Add Occupant

Add Vehicle

Add Temp Note

Add Pet

Details

Phone Numbers

- Enter at least one

IASv5

Dashboard

Profile Actions

Edit Resident

Account InfoDetailsAddressAlternate AddressExtended InfoNotificationsDirections

Phone1

Phone2

Mobile

Spouse mobile

Role

Greeting

Salutation

Resident

CANCEL

SAVE

Enter Cell Phone Number for Text Notifications

Notifications

- Select Notifications
- Email / Text
- Note
 - Cell phone required



Dashboard

Profile Actions

Andrew Smith

Edit Resident

Account Info

Details

Address

Alternate Address

Extended Info

Notifications

Directions

Email Notifications

The email notifications will be delivered to: andrew@iasremote.com

ACTION	GET NOTIFICATION?
A Visitor is added to my account	☐ Off
My Visitor gets a printed pass	☐ Off

SMS Notifications

The SMS notifications will be delivered to: [7603451125](tel:7603451125)

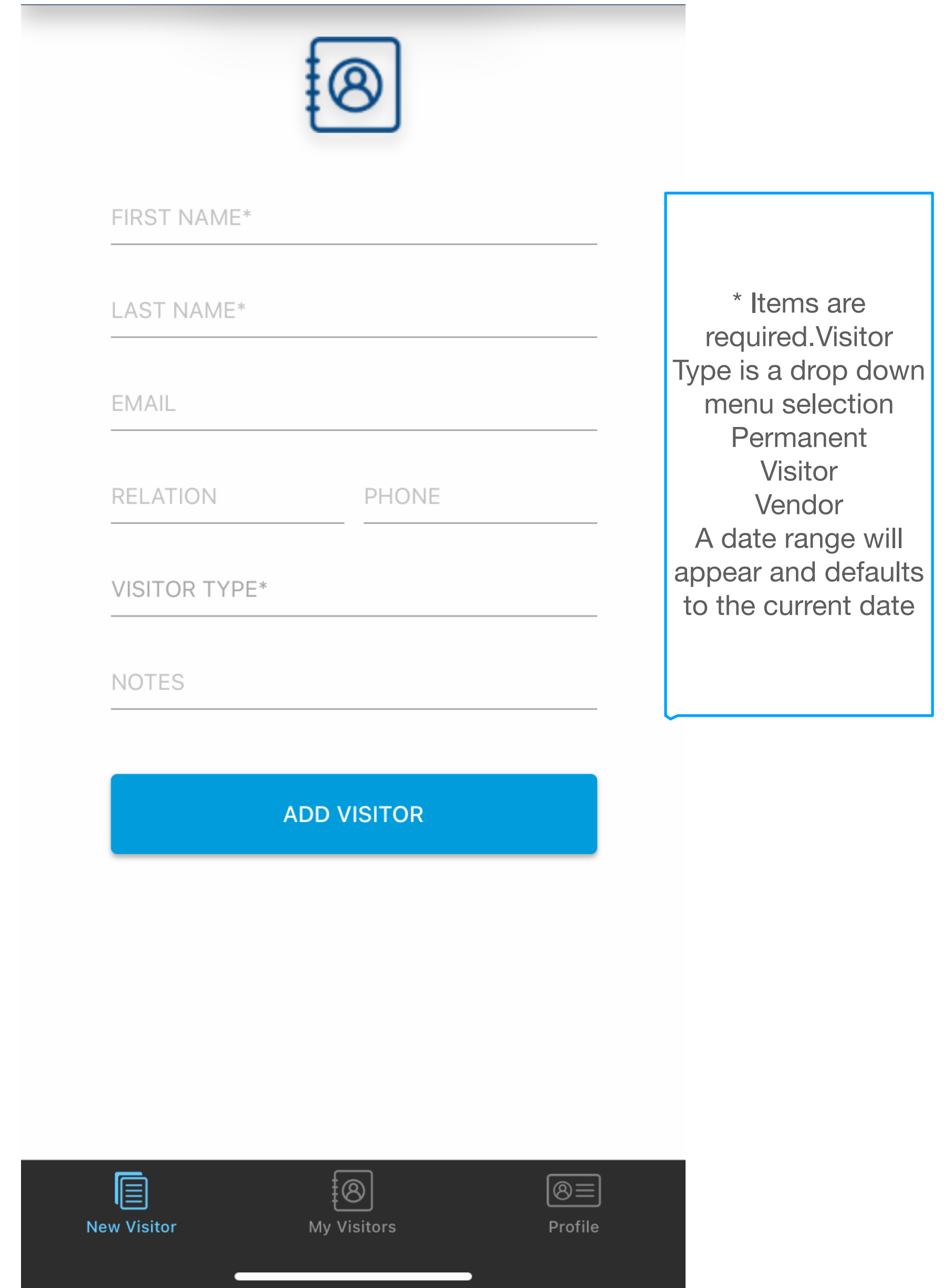
ACTION	GET NOTIFICATION?
A Visitor is added to my account	☐ Off
My Visitor gets a printed pass	☐ Off

Turn on to Select Notification Method you prefer. Note Text requires a cell phone number on file.

Moblle App

Take IASv5 with you

- Download the mobile app
- Use your email and password to log in.
- PCLB is the community code
- Selections are at bottom
- Visitor Type is drop down and requires a date range.
- Once added, a Notification will be sent to the cell phone you selected.



The screenshot displays the 'Add Visitor' form in the Moblie App. At the top, there is a blue header bar with a white icon of a person inside a square. Below this, the form consists of several input fields: 'FIRST NAME*' (required), 'LAST NAME*' (required), 'EMAIL', 'RELATION', 'PHONE', 'VISITOR TYPE*' (required), and 'NOTES'. A blue button labeled 'ADD VISITOR' is positioned below the form fields. To the right of the form, a blue-bordered box contains the following text: '* Items are required. Visitor Type is a drop down menu selection Permanent Visitor Vendor A date range will appear and defaults to the current date'. At the bottom of the screen, there is a dark blue navigation bar with three icons and labels: 'New Visitor' (document icon), 'My Visitors' (person icon), and 'Profile' (person icon with a list icon).

FIRST NAME*

LAST NAME*

EMAIL

RELATION PHONE

VISITOR TYPE*

NOTES

ADD VISITOR

* Items are required. Visitor Type is a drop down menu selection
Permanent
Visitor
Vendor
A date range will appear and defaults to the current date

New Visitor My Visitors Profile