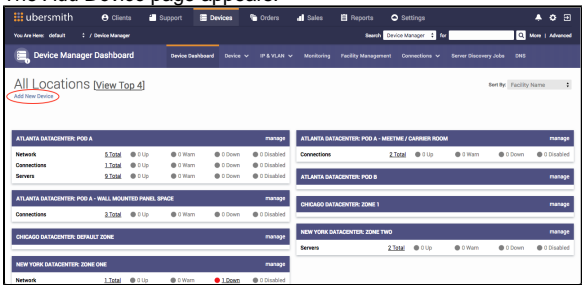


Adding Devices

1. From the *All Locations* or *All Devices* page, click **Add New Device**. The *Add Device* page appears.



On this page:

On this page:

- Complete the **Device Info** tab
- Complete the **Client Details** tab
- Complete the **Physical Info** tab
- Complete the **Configurable Fields** tab
- Complete the **Comment** tab
- [Related Topics](#)

Complete the Device Info tab

1. In the **Device Descriptions** field, enter the device's name.
2. In the **Parent Device** field, select the device's parent device.
3. In the **Type** field, select the device's type category.
4. In the **Facility** field, select the facility in which the device is located.
5. In the **Zone & Cage** field, select the zone and cage in which the device is located.
6. In the **Row & Rack** field, select the row and rack in which the device is located.
7. In the **Rack Position** field, click select to display the Rack Position popup, then select the device's location.
8. In the **Label** field, type the label for the device.
9. In the **Connection Node Type** field, select either No Node Type Specified, Server Nodes, Switch Nodes, or Unmonitored Nodes.
10. In the **Create interfaces automatically** field, either leave the field selected or remove the selection.

Complete the Client Details tab

1. Click the *Client Details* tab.
2. In the **Search** field, select the type of information you want to find, such as a client ID number or client name or select **Do not Associate with a Client**.
3. In the **For** field, enter the criteria based on the input selected in the search field.
4. Click **Search**.
5. In the **Search Results** section, select the desired search result.
6. In the **Client owns physical device** field, select Yes or No.

7. In the **Select Service** section, select the corresponding service.

The screenshot shows the 'Add Device' form in the ubersmith application. The 'Client Details' tab is selected and highlighted with a red circle. The form includes a 'Find a Client' section with a search bar and a 'Search' button. Below this, the 'Search Results' section shows a list of clients, with the first client (ID 1045) selected. The 'Ownership' section has a radio button for 'Client owns physical device?' set to 'No'. The 'Select Service' section has a dropdown menu. At the bottom, there are 'Save', 'Save & New', and 'Cancel' buttons.

Complete the Physical Info tab

1. Click the *Physical Info* tab.
2. In the **Front Image** field, click **Choose File**, navigate to the location of your jpeg, png or svg+xml picture, select the image, then click **Open**.
3. In the **Back Image** field, click **Choose File**, navigate to the location of your jpeg, png or svg+xml picture, select the image, then click **Open**.

The screenshot shows the 'Add Device' form in the ubersmith application, with the 'Physical Info' tab selected and highlighted with a red circle. The 'Images' section contains two fields: 'Front Image' and 'Back Image'. Each field has a 'Choose File' button and a preview area. Below the preview areas, there are 'Save', 'Save & New', and 'Cancel' buttons.

Complete the Configurable Fields tab

Note

The fields that display in this tab were previously created in the Custom Device Fields settings.

1. Click the *Configurable Fields* tab.

2. For any relevant field, select or type the corresponding answer.

The screenshot shows the 'Add Device' form in the ubersmith interface. The 'Configurable Fields' tab is selected and highlighted with a red circle. The form is divided into several sections: 'Physical Description' with a 'Color' dropdown set to 'Red'; 'Colors' with an 'Outer Shell' dropdown set to 'Red'; 'Switch Info' with three input fields for 'Switch Port eth0:', 'Switch Port eth1:', and 'Switch Port eth2:'; and 'Remote Reboot' with four input fields for 'Remote Reboot Unit:', 'Remote Reboot Port:', 'Secondary Reboot Unit:', and 'Secondary Reboot Port:'. At the bottom right, there are three buttons: 'Save', 'Save & New', and 'Cancel'.

Complete the Comment tab

1. Click the *Comment* tab.
2. In the **Comment** field, type a comment about the device and attach any relevant files.
3. Click **Save** or **Save & New**.

The screenshot shows the 'Add Device' form in the ubersmith interface, with the 'Comment' tab selected and highlighted with a red circle. The form displays the 'From' field as 'Ubersmith Demo Admin'. The 'Comment' field contains the text 'The R1Soft Agent is used for backup billing.' Below the comment field is an 'Attachments' section with a 'Choose File' button and the text 'No file chosen'. At the bottom right, there are three buttons: 'Save', 'Save & New', and 'Cancel', with 'Save' and 'Save & New' highlighted by red circles.

Related Topics

[Associating a Device with a Client and Service](#)

[Managing Devices from the Client Portal](#)