



Command Center Pro - Dashboard

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1 Introduction



Dri-Eaz Command Center Pro (CC Pro) Dashboard:

<https://commandcenterprodashboard.com>

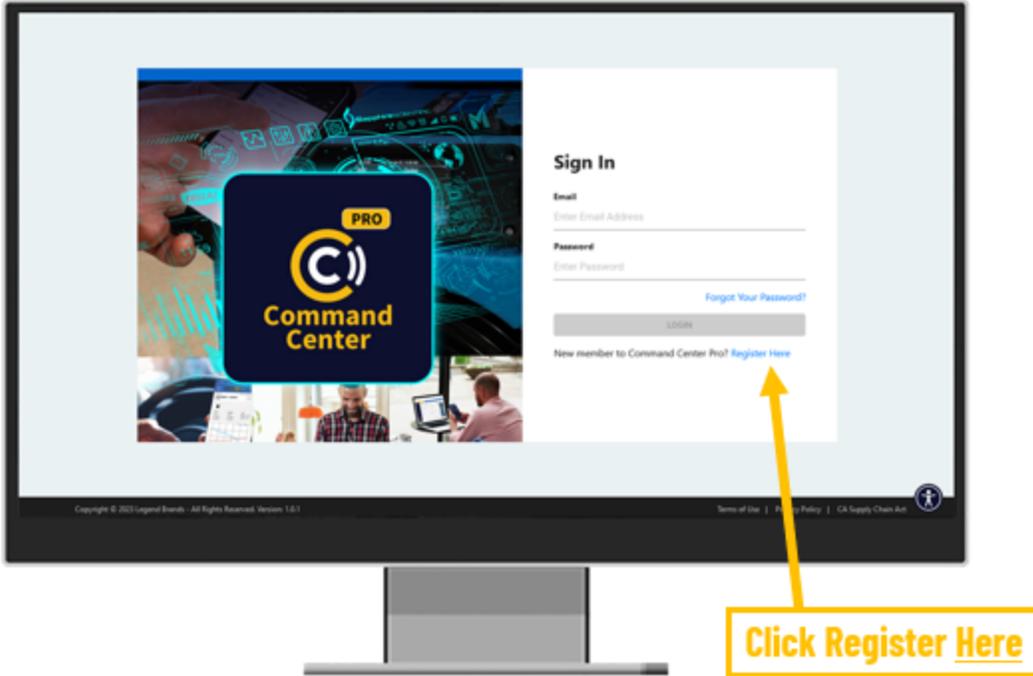
Scan the QR code below to download the Command Center Pro App from the Apple or Google Play Stores.



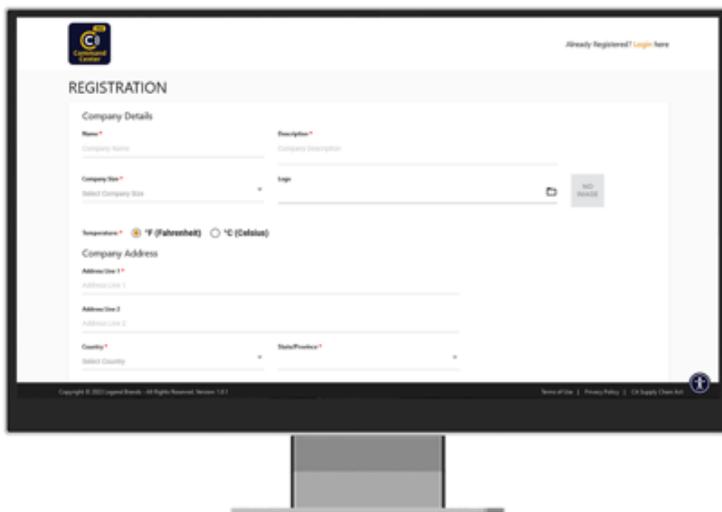
2 First-Time Admin Use

Register Company and Initial Account – **MUST REGISTER COMPANY FIRST ON THE DASHBOARD, NOT THE MOBILE APP**

1. Click “Register Here”



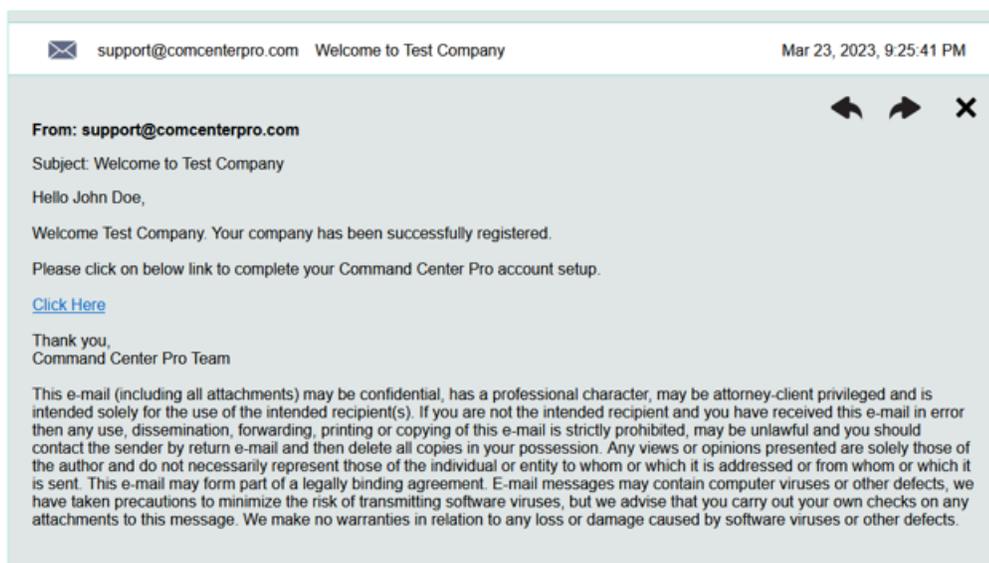
2. Complete all required (*) fields and click “Register Now”



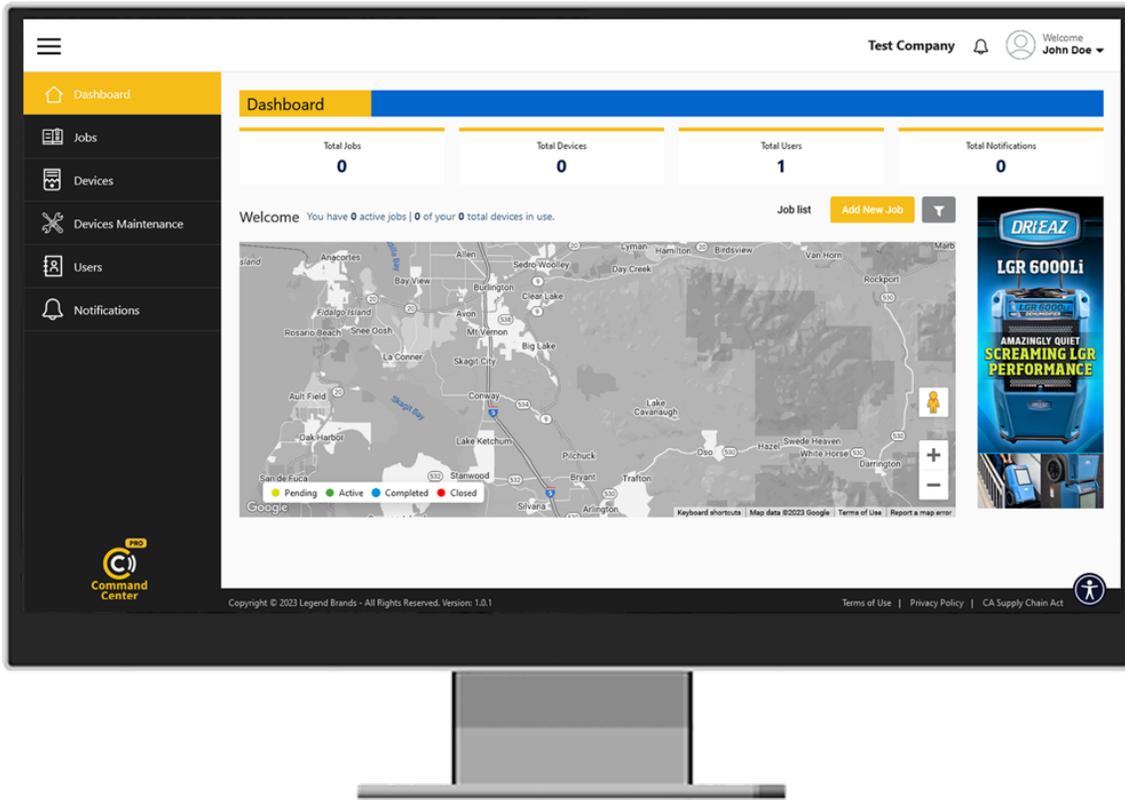
****Note: An email address can only be used one time**

3. Find confirmation email and click link to set up password

Welcome Email



- 4. Type new password (Min. 6 characters including number, upper and lowercase letters)
- 5. Sign into dashboard
- 6. Click “My Company” under name in upper right to determine what data to require to set up each job



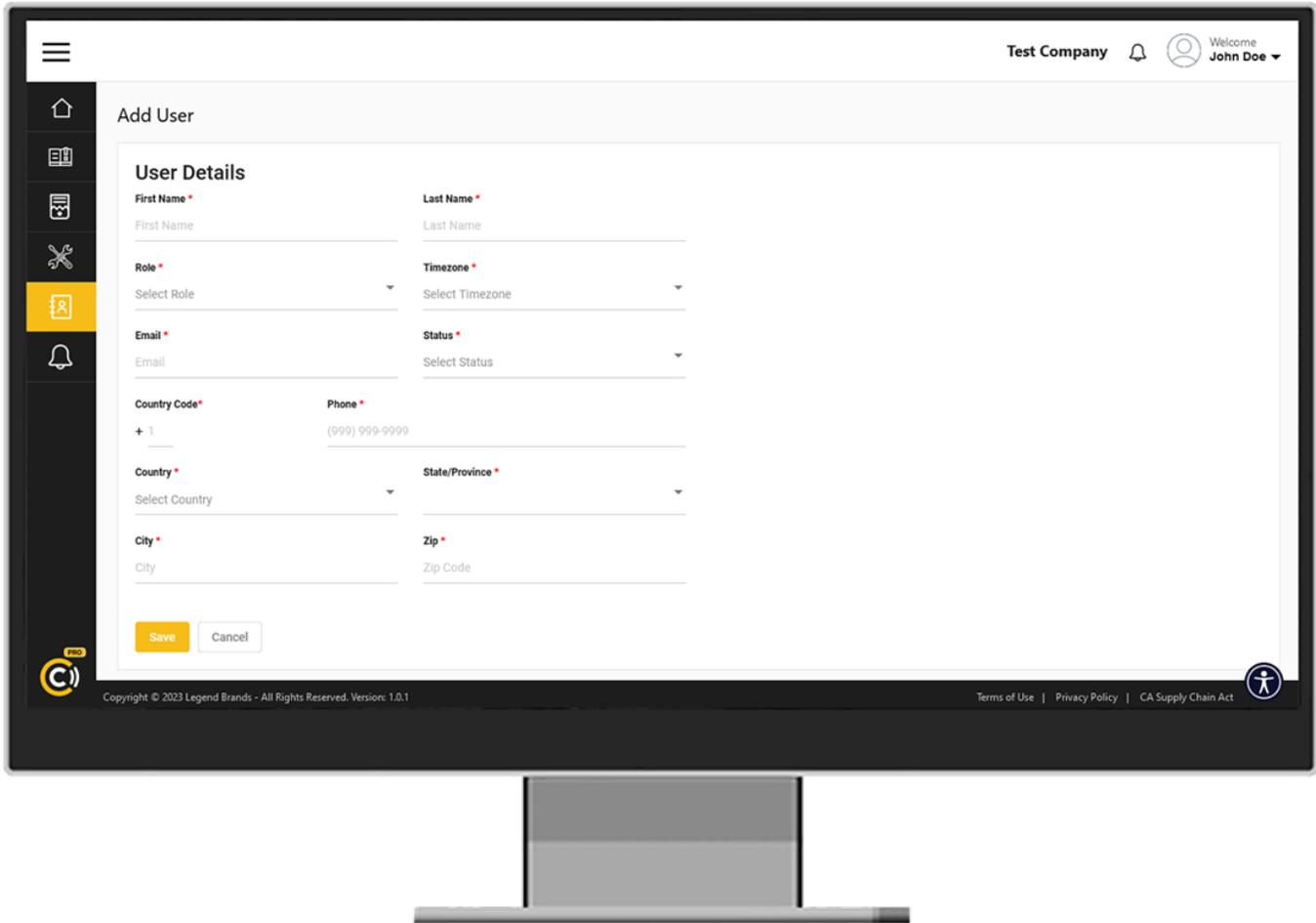
3 Manage Users

3.1 Add Users

1. Determine roles for various employees depending on project responsibilities:
 - Company Admin – Enters company profile data and job data requirements, plus can view data, add and remove jobs and devices, user access, receive email notifications from system
 - Admin – Primary responsibility for maintaining company records, user access, etc.
 - Manager – View data, add and remove jobs and devices, receive email notifications from system
 - Technician – View data and add jobs and devices

Name	Email	Phone	Role	Status	Action
Mary Neuhaus	m.neuhaus@legendbrands.com	+1 888 777 7776	Company Admin	Active	
Peter Vargaso	p.vargaso@legendbrands.com	+1 888 777 7776	Admin	Active	
Riley Neuhaus	r.neuhaus@legendbrands.com	+1 888 777 7776	Manager	Active	

2. Complete all required (*) fields for each user and click “Save” (must click Save before leaving page to avoid losing form entries). **Each email can be used only once in the CC Pro system**



3. User will receive a confirmation email, then needs to click on link in email to set up password and gain access to company’s CC Pro account (jobs and devices). If the email has expired, user should click on “Forgot Password” on login screen to request a new confirmation email



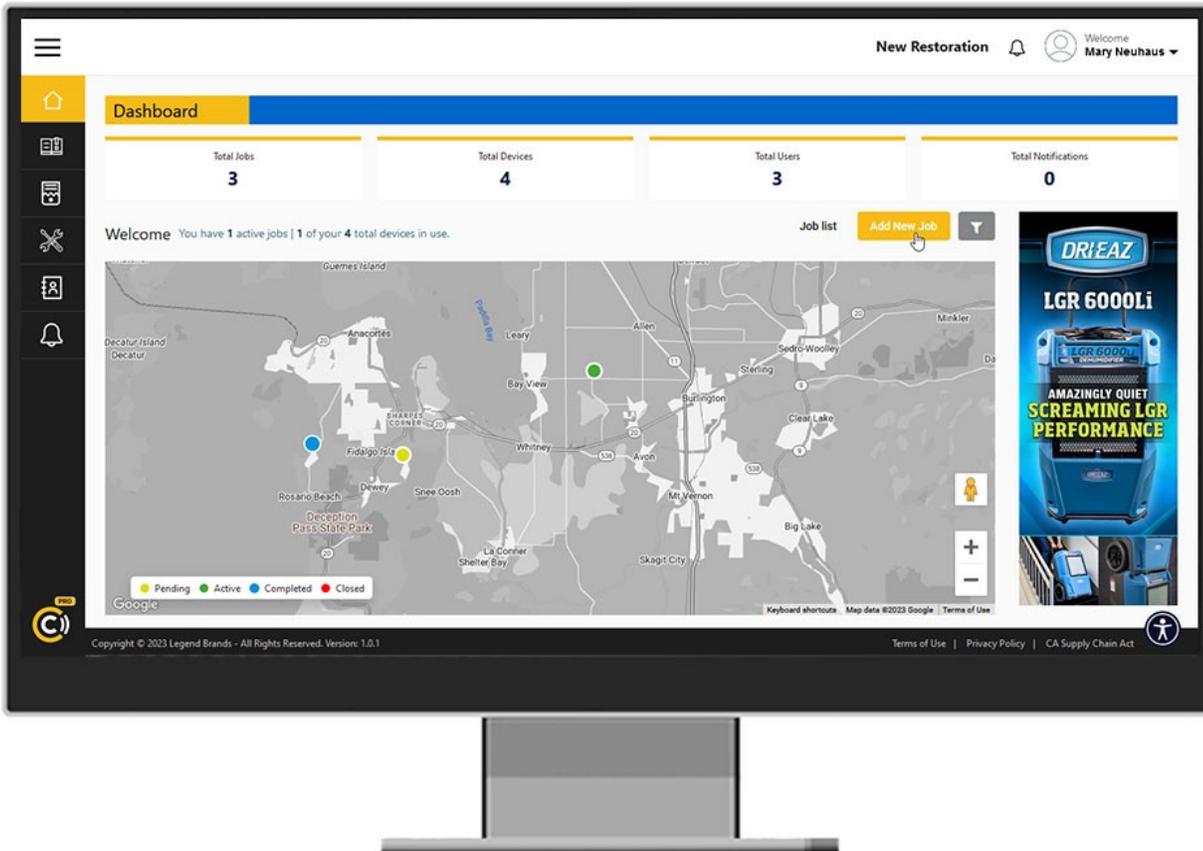
3.2 Edit Users (Admin or Manager)

1. Update Name, Email, Phone, City/State/Zip
2. Change User's Role from present role, to greater or lesser data access privileges (Technician, Manager or Administrator)
3. Change Status from Active to Inactive – Action can be reversed later in cases where:
 - User is on a period of extended leave
 - User works with the Company on a seasonal basis
 - User is an independent contractor, who may contract with the Company again in the future
4. Inactive users will not be able to log in or access the Command Center system until an Administrator or Manager makes the User Active again

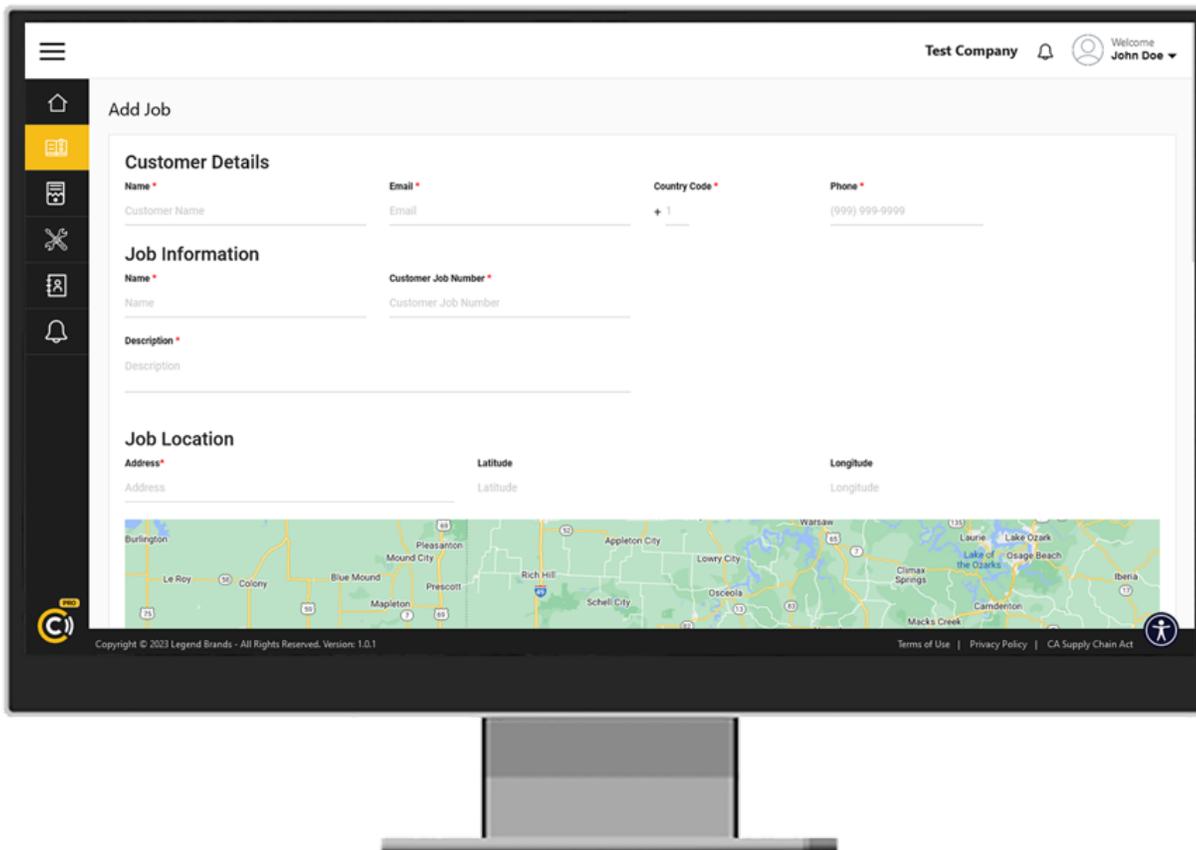
4 Manage Jobs on Dashboard

4.1 Add Jobs

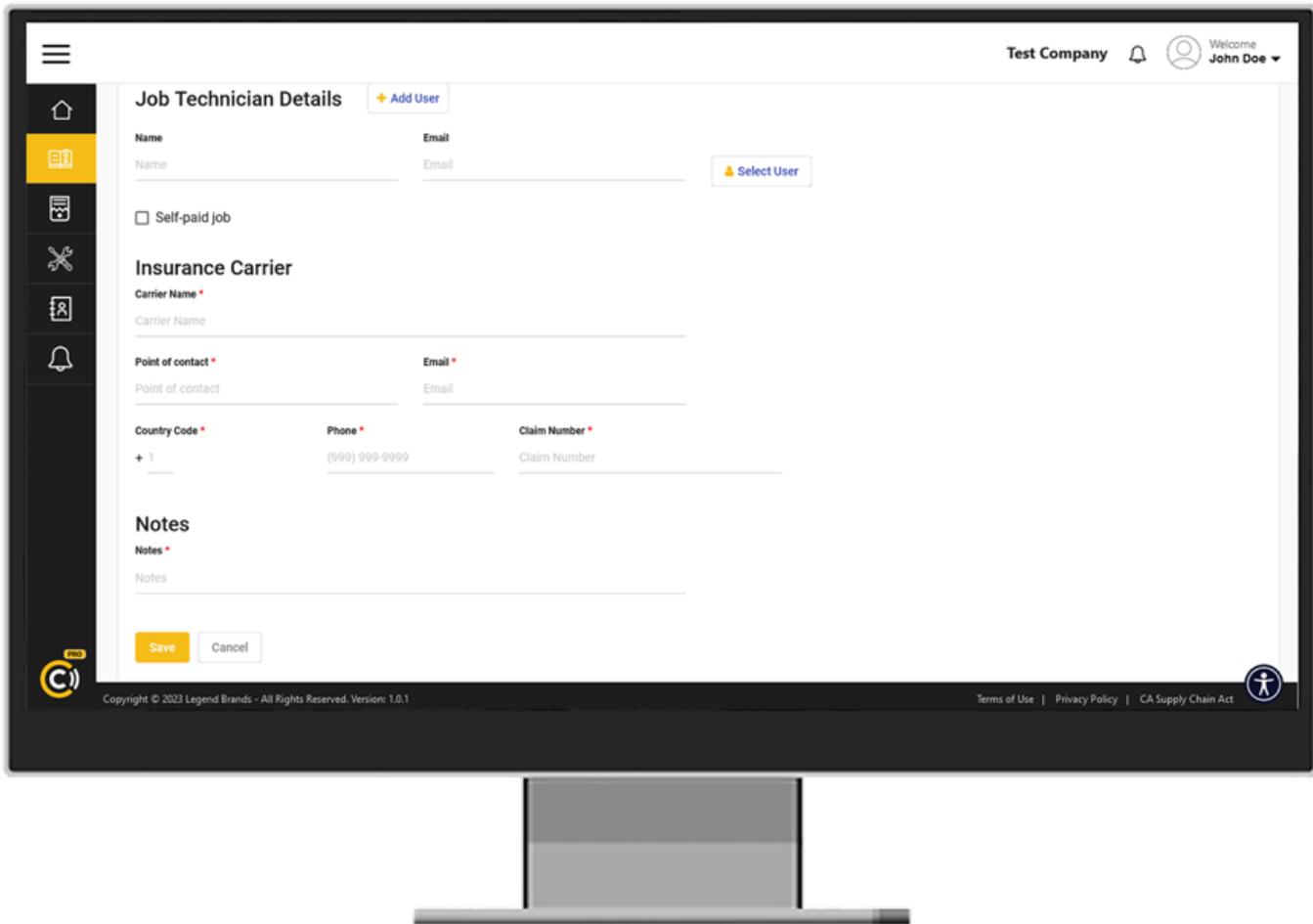
1. Click “Add New Job” on Dashboard home screen or on the Job Listing page



2. Complete all required (*) fields, including these job-related items:



- a) Job Information Name: Enter unique job name
- b) Customer Job Number (generated by your company)
- c) Description: Type of loss/services
- d) Address: Auto-populates when recognized street address is entered
- e) Estimated Job Duration (can be edited later)
- f) Job Lead and Job Technician: Enter or click “Select User” to choose from Users already in system, or enter name and email. **Leads and Techs can view only the company jobs to which they are assigned.**



g) Select “Self-paid job” OR enter Insurance Carrier

h) Enter Notes (can also be edited later – see “Edit Jobs”):

- Notes: For more general notes on the project, that could relate to office functions, communications with other parties related to the job, etc.
- On Site Notes: For notes unique to the physical job site, eg, demolition, processes, issues, etc.

i) Click “Save” **(ALWAYS click Save before leaving the page!)**

3. Job shows as “Pending” until user Starts the job. (Once a Job is “Started”, the Status on the Job Listing page for that job will change from “Pending” to “Active”)



4.2 Start Jobs

1. Click on pending Job Name (blue link) in Job Listing
2. Click “Start Job” and confirm. Job Lead receives an email notice that the job has started



4.3 Edit Jobs

When Users set up Quick Jobs using the Command Center Pro mobile app, Administrators or Managers may need to edit job information using the Dashboard

1. Click on Pending, Active or Completed Job Name (blue link) in Job Listing (Closed jobs cannot be edited.)
2. Click “Edit” in Action column, then change job information as needed and click Save



4.4 Delete Jobs

Only Pending jobs can be deleted

1. In Job Listing, click on red trash can in pending job row and confirm deletion



4.5 Complete Jobs

"Completing" a job does not close it. See "Close Jobs" below

1. Click on Active Job Name (blue link) in Job Listing
2. Click "Complete Job" - Job Lead will receive an email notice that the job has completed



4.6 Reactivating Completed Jobs

Before reactivating a job already marked completed, all the same devices (those used when job was first active) must be present on the job site

1. Click on completed Job Name (blue link) in Job Listing
2. Click “Reactivate Job” - Job Lead will receive an email notice that the job has reactivated



4.7 Close Jobs

Jobs should be closed completely if a job will not be reactivated and if devices need to be used on a different job. Only Administrators or Managers can close jobs

1. Click on the completed Job Name (blue link) in Job Listing
2. Click “Close Job” and export job data (see below)



4.8 Export Job Data

Export the Job Detail Report as soon as the job is closed, as the job and its data will be retained only for 90 days, once closed

1. Click on Closed Job Name (blue link) in Job Listing
2. Click “Export” to download “Job Detail” PDF including Job Information and a graphical representation of the documented atmospheric conditions. Export may take up to 5 minutes depending on the job duration and the amount of devices assigned to it



5 Device (Equipment) Management on Dashboard

5.1 Monitor/Control Devices by Job

1. Select “Jobs” icon
2. Click on Job Name (blue link) in Job Listing

Job Name	Device Count	Job Lead	Customer Name	Email	Start Date	End Date	Status	Action
Smith Care Home	1	Mark Morgan	Smith Care	NA	03-17-2023 12:49 PM	NA	Active	
Morgan Kitchen	1	Mark Morgan	Morgan Kitchen	NA	03-28-2023 3:52 PM	NA	Active	

Items per page: 10 1 - 2 of 2

Click Device name in left column to:

1. View location and performance details:

Dehumidifiers:

- Inlet/outlet temperature and % relative humidity
- GPP (grains per pound or humidity ratio)
- Job and life hours
- Grain depression (change in humidity levels)
- Charted temperature and relative humidity (up to 30 points – hover over individual point to see more detail)
- Serial no. and Command Hub Firmware version

HEPA 700 and AP 700:

- Filter state
- UV-C status (for AP 700)
- Command Hub Firmware version
- Job hours
- Serial no.

Protimeter BLE (Requires at least one device with Command Hub onsite to connect to CC Pro app)

- Material % relative humidity and temperature



Device (Equipment) Management on Dashboard

- Material % moisture content of wood or wood moisture equivalent (WME) in other materials

2. Control devices:

Dehumidifiers:

- Power on/off, purge and control humidistat (to allow dehumidifier to maintain selected %RH level)

HEPA 700 and AP 700:

- Power on/off, purge and control fan speed

View All Company Devices

- “In Use” - Assigned to a job through the Command Center App
- “Available” - Not currently assigned to a Job
- “Maintenance” – The Device currently unavailable as it’s undergoing maintenance / repairs

The screenshot shows the DRIEAZ dashboard interface. On the left is a navigation sidebar with options: Dashboard, Jobs, Devices (highlighted), Devices Maintenance, Users, and Notifications. The main content area is titled 'Device List' and includes a summary bar: 'Total Devices 4', 'Devices in Use 2', 'Devices Available 2', and 'Devices in Maintenance 0'. Below this is a table with the following data:

Device Name	Device ID	Device Type	Firmware	Ownership	Status	Last Maintenance Date
LGR 6000Li - 996000	608A10E44144	Dehumidifier		Owned	Available	
-	608A10E48482	Dehumidifier		Unknown	In Use	
HEPA700M - 000003	F8F0054351E2	Hepa		Owned	In Use	03-17-2023
PHD200 - 444444	F8F0055C8E0A	Dehumidifier		Owned	Available	

At the bottom of the table, there is a pagination control showing 'Items per page: 10' and '1 - 4 of 4' with navigation arrows.



5.2 Maintain Devices

1. Click on Device Maintenance:

Device Name	Device Id	Firmware	Ownership	Estimated Start Date	Start Date	End Date	Status ↑	Action
HEPA700M - 000003	F8F0054351E2		Owned	03-17-2023	03-17-2023	03-17-2023	Closed	

- View current devices (equipment) scheduled for or undergoing maintenance
- Schedule devices for maintenance – Can schedule if on current job, but status won't change to "Maintenance" until off job. Status changes to "Start Maintenance" upon scheduled maintenance date if device is available (not on job)
- Edit maintenance date or record
- Manually start maintenance – Click edit icon under Actions and click on "Start Maintenance"
- Complete maintenance - Click edit icon under Actions, enter notes on maintenance performed and click checkbox "Mark as Maintenance Completed"
- Filter Maintenance List – Click on Filter icon in upper right to filter list by device, status or date
- Print Maintenance List – Click on printer icon in upper right to download or print PDF



5.3 Notifications

1. View error events for all devices from all jobs, in order by date/time, including these possible events:
 - RH1 Humidity sensor not responding
 - RH2 Humidity sensor not responding
 - Outlet temp is out of range or bad sensor
 - Defrost temp is out of range or bad sensor
 - Pump not working or float switch triggered but not activating
 - Compressor over-current or bad sensor
 - Over current
 - Device disconnected from WiFi Source
2. “Device Error” Email - automatically sent out to Job Lead and Technician assigned to the job on which connected devices had an error event (see list of possible events above), thus alerting technicians any interventions required to check or replace a device.
3. **Before physically replacing a Device on a job, you must delete the Device from the room and job while at the actual Job site using the Command Center Pro App. Then assign the replacement Device to the same room / same Job while onsite, using the app.**
4. Search/Filter Notifications - Click on Filter icon in upper right to filter list by error code/rule, device ID or job name
5. Delete Notifications – If there are repeated “nuisance” errors (eg, repeatedly losing Wifi source for device), you can delete each from the Notifications List using the red trash can in the “Action” column.