



# BoxBinAlert

## Installation & Setup Guide

Quick Start — v88

### What's In The Box

- 1 RX Receiver Unit**  
The brain of your system. Plugs into any USB power adapter (5V phone charger). Place indoors near a window facing your mailbox.
- 2 TX Sensor Unit**  
Goes inside your mailbox or trash bin. Battery powered — no wiring needed. Communicates wirelessly via LoRa radio.
- 3 USB-C Cable**  
Powers the RX receiver. Use any standard wall adapter.
- 4 Mounting Hardware**  
Adhesive strip and screws included for attaching the sensor inside your mailbox.

### How It Works



# Setup Steps

## STEP 1 Power Up the RX Receiver

- 1 Choose a location indoors**  
Near a window or wall facing your mailbox gives the best LoRa signal range.
- 2 Plug in the USB-C cable**  
Connect to any 5V USB power adapter — a phone charger works perfectly.
- 3 Watch the LED**  
One blink on boot, then solid red = ready. The unit is now in Auto-Pair mode waiting for your sensor.

- ☐ **Keep the RX powered throughout this entire setup process. Do not unplug until all steps are done.**

## STEP 2 Pair the TX Sensor

The TX sensor and RX receiver find each other automatically the first time — no buttons or apps needed.

- 1 Connect Battery to Power Up the TX Sensor**  
The sensor will power on and start broadcasting.
- 2 Hold the TX sensor near RX, then trigger sensor**  
Keep the sensor covered or steady if Tilt/Sensor, Plug in battery, Wait 10s, Trigger Sensor.
- 3 Wait up to 30 seconds**  
The RX LED will blink twice rapidly — pairing confirmed!
- 4 LED goes OFF**  
Normal operating mode. Pairing is complete and saved.

Stay nearby during the pairing window.

- ☐ **Success:** Two quick blinks = paired. LED off = normal mode. You can now mount the sensor.

- ☐ **Adding a second sensor later?** Hold the RX button for 10 seconds to enter Add Mode, then activate the new sensor.



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**STEP 3** **Access the Setup Dashboard****1** **Enter Admin Mode on the RX**

Press and HOLD the User button on the RX receiver for 5 seconds. The LED turns solid red.

**2** **Connect your phone or laptop to this WiFi network:**

NETWORK NAME	<b>BoxBinAlert</b>
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WIFI PASSWORD	<b>mailbox123</b>
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**3** **Open your browser and go to:**

DASHBOARD ADDRESS	<b>192.168.4.1</b>
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**4** **The BoxBinAlert Dashboard will load**

No login required on first access. You're in!

□ Your phone may say "this network has no internet." Tap **Stay Connected** or **Use Anyway** — that's normal.



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**STEP 4** Configure WiFi & Alert Contacts

## WiFi Settings

- 1 The dashboard auto-scans for nearby networks**  
Select yours from the dropdown list. If your network isn't listed, tap Scan for Networks.
- 2 Enter your WiFi password and tap Save WiFi**
- 3 Tap Test Connection to confirm it works**  
You'll see your IP address and signal strength.

☐ **2.4 GHz only. BoxBinAlert does not support 5 GHz WiFi. If you have a combined network, make sure you select the 2.4 GHz band.**

☐

## Alert Contacts

- 1 Enter your email address**  
You'll receive an email every time mail or a package arrives.
- 2 Enter your phone number for SMS alerts**  
Include your country code — example: +15551234567
- 3 Tap Save Contacts**

## Receiver Name

Give your unit a friendly name like "Front Mailbox" or "Trash Bin" so you can tell units apart. Tap **Save Name**.

**STEP 5** Secure Your Dashboard (Optional)

By default the dashboard is open to anyone connected to the BoxBinAlert WiFi. The WiFi itself requires a password, so this step is optional — but recommended.

- 1 Scroll to "Change Dashboard Password" in the dashboard**
- 2 Enter a new password (6 characters minimum) and confirm it**
- 3 Tap Update Password**  
Next time you open the dashboard, your browser will ask for:

USERNAME	<b>admin</b>
PASSWORD	<b>your new password</b>

☐ **Write your password down. If you forget it, the unit must be reset to factory defaults.**

☐

**STEP 6** Install the Sensor & Go Live

## Exit Admin Mode

**1** In the dashboard, scroll to System and tap Exit Admin & Restart

The RX will reboot and go live. LED blinks once then goes off.

## Mount the TX Sensor

Sensor Type	Best Position	How It Triggers
<b>PHOTO (light sensor)</b>	Back wall of mailbox, facing the door opening	Mail blocks the light beam when it drops in
<b>TILT (switch sensor)</b>	Attached to the lid or door flap	Tilts when the lid or flap is opened

**2** Clean the mounting surface inside your mailbox

Wipe dry before applying the adhesive strip.

**3** Attach the sensor firmly and close the mailbox

Best location for the mailbox photo sensor is 3" from the bottom.

## Test Your Alert

**1** Drop something into your mailbox (or open the lid)

Anything that blocks light or moves the sensor will trigger it.

**2** Wait up to 30 seconds

You should receive an email or text message. That's it — you're live! ☑

☐ **Alert cooldown:** After an alert fires, the system waits 30 seconds before sending another. This prevents spam if the mailbox is opened multiple times. Adjustable in the dashboard.

## Returning to the Dashboard Later

You can access the setup dashboard any time to change your contacts, WiFi, sensor names, or sensitivity settings.

**1** Press and hold the RX button for 5 seconds

LED turns solid red — Admin Mode active.

**2** Connect to BoxBinAlert WiFi on your phone

Password: mailbox123 (or your custom password).

**3** Open browser and go to 192.168.4.1

Dashboard loads. Make your changes and tap Exit Admin & Restart when done.

# Troubleshooting

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**Q: The sensor and receiver won't pair**

**Please verify the TX sensor has battery power** and the sensor is within 10 feet of the RX during pairing. Metal surfaces (steel mailboxes) can block the signal — try pairing indoors first, then install. If the RX LED never blinks twice, reboot the RX (unplug and replug) and try again.

**Q: I can't find the BoxBinAlert WiFi network**

The RX must be in Admin Mode to broadcast its WiFi. Press and hold the button for **5** seconds until the LED turns solid red. If the LED doesn't respond, check the power cable and adapter. Move within 20 feet of the RX before scanning.

**Q: My browser can't reach 192.168.4.1**

Make sure your phone is connected to the BoxBinAlert network (not your home WiFi). Some phones switch back to cellular or home WiFi automatically — go to your WiFi settings and confirm BoxBinAlert is selected. Try typing the full address: `http://192.168.4.1`

**Q: WiFi test fails / can't connect to my network**

Double-check your password — it's case sensitive. Make sure you're connecting to a 2.4 GHz network, not 5 GHz. If your network name has special characters, try typing the SSID manually instead of selecting from the list. Move the RX closer to your router during the test.

**Q: I'm not receiving email or SMS alerts**

Check your spam folder — alerts come from `alerts@boxbinalert.com`. Confirm your contacts were saved in the dashboard. Make sure the RX has a working WiFi connection (use Test Connection in the dashboard). Trigger a test alert by opening/closing your mailbox and wait 30 seconds.

**Q: Alerts are firing too often / not often enough**

Adjust the Alert Cooldown in the dashboard (default 30 seconds). For sensitivity issues, scroll to your paired sensor's card and adjust the Sensitivity slider. Higher sensitivity triggers on smaller light changes (more alerts). Lower sensitivity requires more dramatic changes (fewer false alerts).

**Q: The sensor battery is draining too fast**

In the dashboard, find your sensor's card and set TX Power to Low Power. This trades some range for significantly longer battery life. Also increase the Alert Cooldown to reduce how often the radio transmits.

**Q: I forgot my dashboard password**

You will need to reset the dashboard password. Power cycle the RX while holding the button to enter recovery mode, or contact support at `support@boxbinalert.com` for a step-by-step reset procedure.

**Q: The RX LED stays solid red after setup**

The RX may still be in Admin Mode. Press the button once to exit, or tap Exit Admin & Restart in the dashboard. If it persists, unplug and replug the power cable.

**Q: A firmware update is available — what do I do?**

Firmware updates are automatic! The RX checks for updates after every 60 alerts and also on first boot after a fresh install. As long as your WiFi is configured and working, updates download and install themselves silently.



**Need More Help?**

[support@boxbinalert.com](mailto:support@boxbinalert.com)

[boxbinalert.com/support](http://boxbinalert.com/support)

**Quick Access**

Dashboard: 192.168.4.1

WiFi Network: **BoxBinAlert**



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