NanoTag Register

Customer Registration and Asset Management Portal

User Manual

Version 1.0

User Manual

NanoTag Register System

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NanoTag Register offers two registration levels to suit your protection needs:

Feature	Basic (Free)	Full Protection
Register NanoTag Kit ID	✓	✓
Mark items as stolen	✓	✓
Police searchable database	✓	✓
Full asset details (brand, model, serial)	✗	✓
Photo uploads	✗	✓
Insurance details storage	✗	✓
Formal theft reports with PDF	✗	✓
Asset inventory summaries	✗	✓
Ownership transfers	✗	✓

> **Recommendation:** If you have valuable assets and want comprehensive documentation for insurance purposes, Full Protection provides the best coverage at $4.99/month or $49.99/year.

2. Getting Started

Creating Your Account

1. Visit the NanoTag Register website and click **"Register"**
2. Enter your full name, email address, and create a secure password
3. Provide your phone number and address (required for law enforcement contact)
4. Choose your registration level: **Basic (Free)** or **Full Protection**
5. Verify your email address by clicking the link sent to your inbox
6. If you chose Full Protection, complete the secure payment process

> **Important:** Your contact details are only shared with law enforcement when an item is marked as stolen. This enables police to return recovered property to you.

Your Dashboard

Once logged in, your dashboard is the central hub for managing your NanoTag registrations and assets.

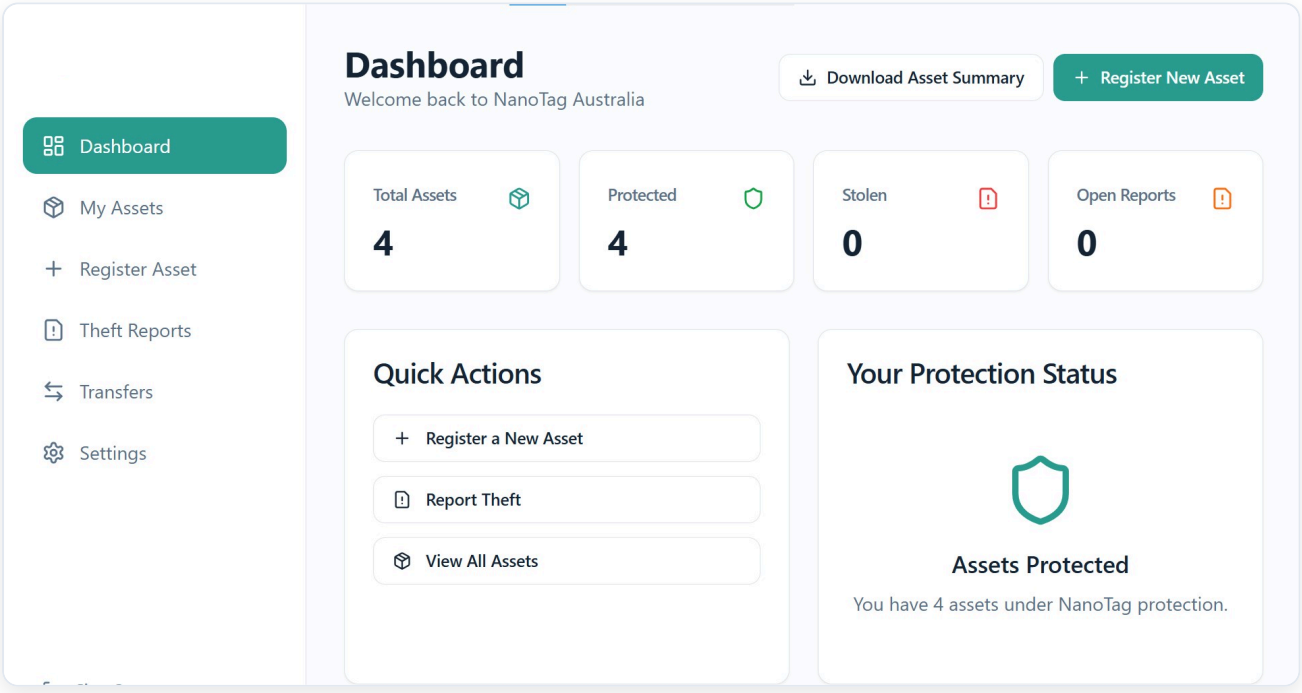


Figure 1: The main dashboard showing your registered NanoTag kits and quick actions

Upgrading to Full Protection

If you started with Basic registration and want to upgrade later:

1. Click on any feature that requires Full Protection
2. You'll be directed to the upgrade page showing the benefits comparison
3. Click **"Upgrade Now"** and select monthly ($4.99) or yearly ($49.99)
4. Complete the secure payment through Stripe
5. Your account is instantly upgraded—all your existing NanoTag registrations are preserved

3. Registering Your NanoTag Kit

1. Log in to your dashboard
2. Click **"Register a NanoTag Kit"**
3. Enter your NanoTag Kit ID (found on your kit packaging or certificate)
4. Select the kit type:
    - **Vehicle Kit** – For cars, boats, caravans (single-use)
    - **Motorcycle Kit** – For motorcycles (single-use)
    - **Home Kit** – For household items (multi-use)
    - **Personal Kit** – For personal valuables (multi-use)
5. Click **"Register Kit"** to complete registration

> **Single-Use vs Multi-Use Kits:**
> Vehicle and Motorcycle kits are single-use—one NanoTag ID per asset for accurate identification.
> Home and Personal kits are multi-use—you can register multiple items under the same NanoTag ID.

4. Managing Your Assets (Full Protection)

Adding a New Asset

1. Navigate to **"My Assets"** from your dashboard
2. Click **"Register New Asset"**
3. Select the NanoTag kit you applied to this item
4. Choose the asset category: Vehicle, Motorcycle, Electronics, Jewellery, Equipment, Furniture, or Other
5. For **Vehicles/Motorcycles**: Enter Make, Model, VIN (17 characters), and Colour
6. For **Other Assets**: Enter Brand, Model, and Serial Number
7. Add optional details: Current Value, Description
8. Click **"Continue"** to proceed to photos and insurance

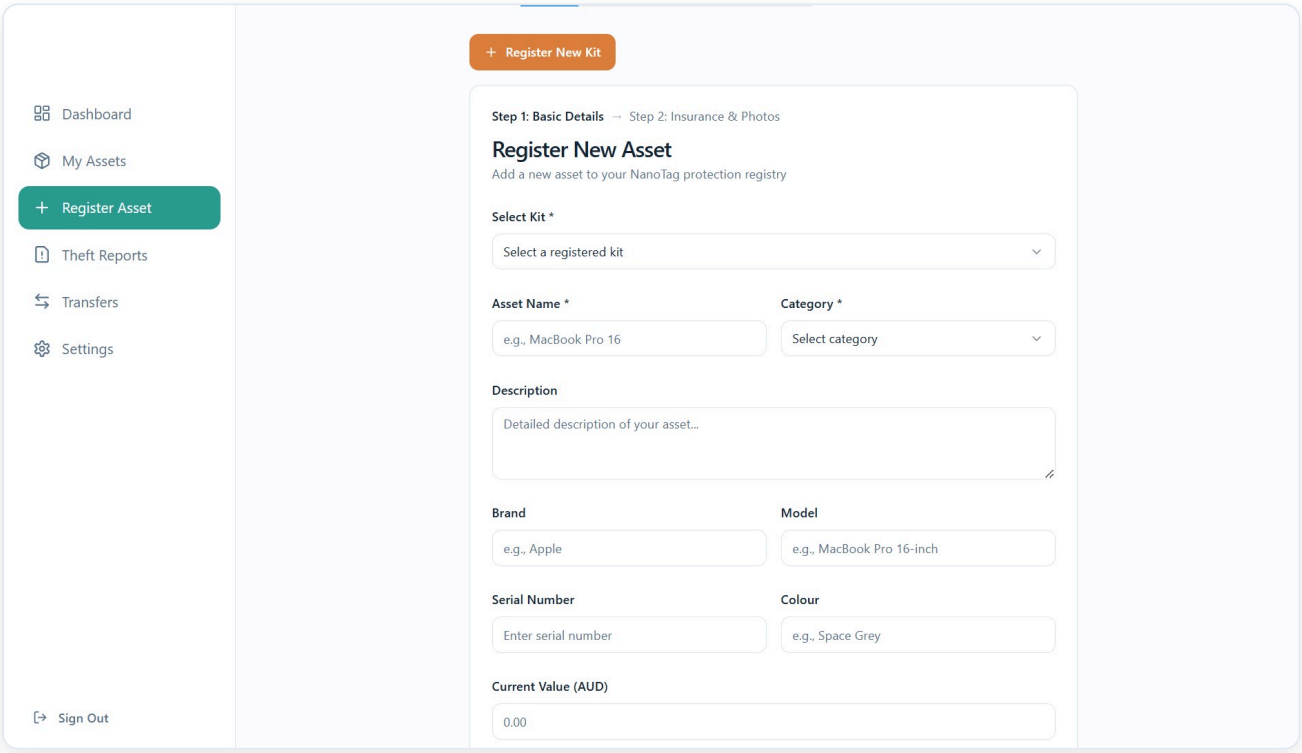


Figure 2: The asset registration form where you enter your item details

Viewing Your Assets

The My Assets page displays all your registered assets with their current status.

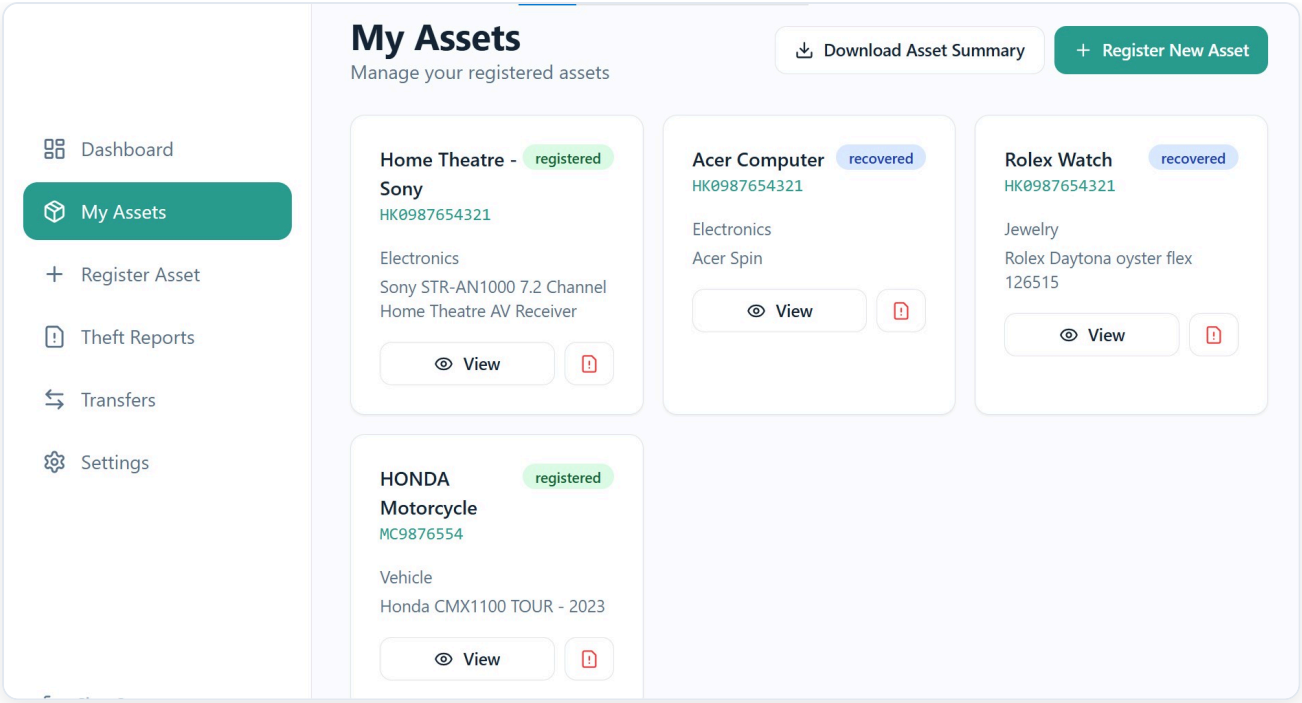


Figure 3: The My Assets page showing your registered items

Editing Asset Details

1. Go to **"My Assets"** and click on the asset you want to edit
2. Click the **"Edit"** button
3. Update any details: description, value, photos, insurance information
4. Click **"Save Changes"**

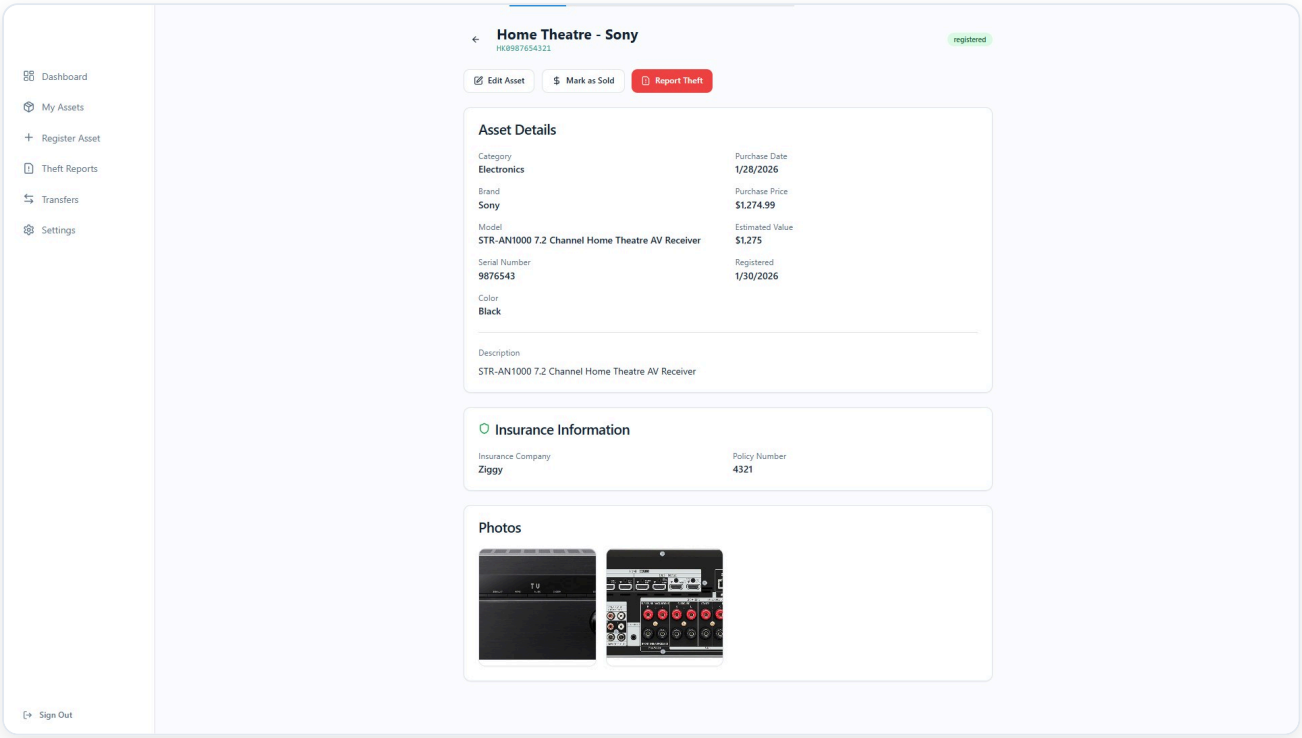


Figure 4: The asset details page showing all information about your registered item

> **Note:** You cannot change the NanoTag ID, Category, or core identifying details (VIN, Serial Number) after registration. Contact support if these need correction.

5. Adding Photos and Insurance Details

Uploading Photos

Photos greatly increase the chances of identifying and recovering your asset.

1. During asset registration, you'll reach the **"Photos & Insurance"** step
2. Click **"Upload Photos"** or drag and drop image files
3. Recommended photos:
   - Overall view of the item
   - Close-up of any unique markings or damage
   - Serial number/VIN plate (if visible)
   - NanoTag application area
4. The first photo uploaded becomes the primary image shown in your asset list

Recording Insurance Details

1. In the **"Photos & Insurance"** step, scroll to the Insurance section
2. Toggle **"This asset is insured"** to Yes
3. Enter your Insurance Company name
4. Enter your Policy Number
5. Click **"Complete Registration"** to save

6. Theft Reporting

Basic Registration Users

Basic users can quickly flag their NanoTag as stolen:

1. Go to your Dashboard
2. Find the NanoTag kit in your list
3. Click **"Report Stolen"**
4. Confirm the action in the dialog
5. Your NanoTag is now marked as stolen and searchable by police

Full Protection Users

Full Protection users can file detailed theft reports:

1. Go to **"My Assets"** and click on the stolen asset
2. Click **"Report Theft"**
3. Fill in the theft details:
    - Date and time of theft (if known)
    - Location where the theft occurred
    - Police report number (if you've filed one)
    - Police station name
    - Description of circumstances
4. Click **"Submit Report"**

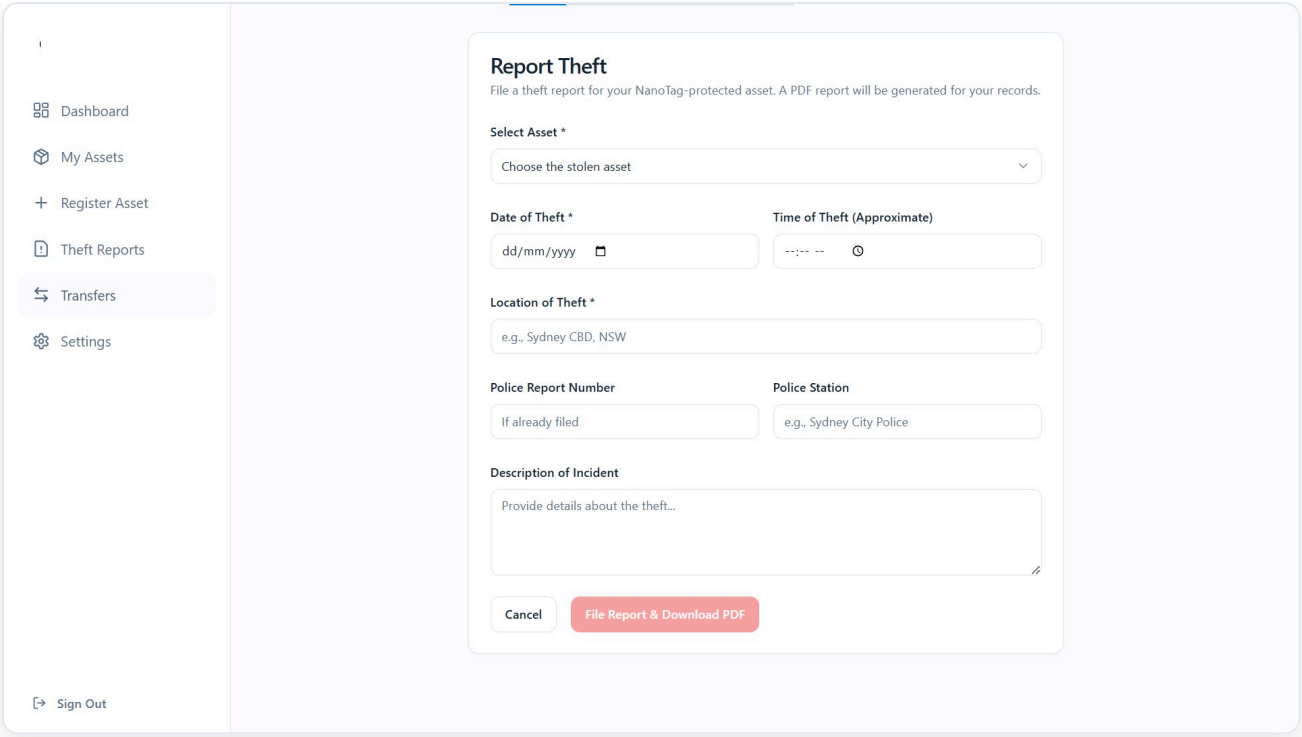


Figure 5: A theft report showing all details for police and insurance purposes

> **Tip:** From the report details page, click **"Download PDF"** to get a printable theft report for police or insurance claims.

7. Recovery Process

If police recover your stolen asset or you find it:

1. Go to **"Reports"** from your dashboard
2. Find the theft report for the recovered item
3. Click on the report to view details
4. Choose the appropriate action:
    - **"Mark as Recovered"** – Asset remains in your inventory with "recovered" status
    - **"Mark as Found"** – Asset returns to normal "registered" status, report closes

For Basic users: Click **"Mark as Found"** on the Dashboard to update the NanoTag status back to registered.

> **Note:** If a recovered asset is stolen again, you can file a new theft report.

8. Selling or Transferring Assets

Recording a Sale

1. Go to **"My Assets"** and click on the asset you're selling
2. Click **"Mark as Sold"**
3. Enter the buyer's details: name, email, phone (optional), sale date
4. Click **"Confirm Sale"**

> **Important:** Once marked as sold, you cannot report the asset as stolen. The new owner should register their own NanoTag account for ongoing protection.

Formal Ownership Transfers

For transfers where the new owner has a NanoTag account:

1. Go to **"Transfers"** from your dashboard
2. Click **"Initiate Transfer"**
3. Select the asset to transfer
4. Enter the new owner's email address
5. Add optional notes about the transfer
6. Click **"Send Transfer Request"**
7. The new owner receives an email to accept the transfer

9. Downloading Reports

Asset Inventory Report

1. From your Dashboard or My Assets page, click **"Download Asset Summary"**
2. Choose the report type:
   - **All Assets** – Complete inventory
   - **Vehicles & Motorcycles** – Only vehicle assets
   - **Other Assets** – Non-vehicle items only
3. Click **"Generate PDF"**
4. The PDF opens in a new window—print or save using your browser

Theft Report PDF

1. Go to **"Reports"** and click on a theft report
2. Click **"Download PDF"**
3. The report includes all asset details, photos, and theft information
4. Use this for police reports and insurance claims

10. Frequently Asked Questions

Can I upgrade from Basic to Full Protection at any time?

Yes! You can upgrade at any time. All your existing NanoTag registrations will be preserved, and you'll immediately gain access to full asset management features.

What happens to my data if I cancel Full Protection?

Your data is retained, but you'll lose access to asset details, photos, and theft reporting. Your NanoTag IDs remain registered at the Basic level, so police can still identify your items if found.

How do police access my information?

Law enforcement agencies have secure access to search for NanoTag IDs. When they scan a NanoTag marker on a recovered item, they can look up the registered owner. Your contact details are only shared for items marked as stolen.

Can I register multiple items under one NanoTag kit?

It depends on the kit type. Home and Personal kits are multi-use—you can register multiple items. Vehicle and Motorcycle kits are single-use—one kit per vehicle for accurate identification.

What if I lose my login details?

Click **"Forgot Password"** on the login page. Enter your email address and we'll send you a secure link to reset your password. If you've forgotten your email, contact support with your name and phone number.

Is my data secure?

Yes. NanoTag Register uses industry-standard encryption and secure servers. Your personal information is protected and only shared with law enforcement when necessary for asset recovery.

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