





R2

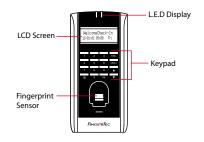
AC900

Terminal Overview

• R2



AC900



Quick Start Guide

The Quick Start Guide is intended to provide the user with simple instructions on how to setup the terminal date/time and communication as well as to perform fingerprint and card enrollment and verification. For more details on other topics of terminal management, refer to the terminal's hardware user manual available in the package or online at

- http://info.fingertec.com/r2-4
- http://info.fingertec.com/ac900-4

1 Setting the Date and Time

- Press Menu, go to Options and select System Options.
- Select Date/Time, insert the correct value and press OK to save the settings.

2 Enrolling Fingerprints

- Press Menu, go to User Manage and select Enroll User.
- Select Enroll FP and press OK when you see "New Enroll?".
- 3. Key in a User ID, scan the finger 3 times according to the instructions.
- 4. Press OK to save, and Esc to return to the main screen.

3 Enrolling Card Users

- 1. Press Menu, go to User Manage and select Enroll User.
- Select Reg RFID and press OK when you see "New Enroll".
- Key in a User ID, and wave the card at the induction area until the card ID is displayed on-screen.
- 4. Press OK to save, and Esc to return to the main screen.

4 Communication Settings

Press Menu > Option > COM opt > Set value for IP / Subnet mask / Gateway / Dev ID > OK to save > Restart to apply changes.

Default set value:

IP address - 192.168.1.201 Subnet mask - 255.255.255.0 Gateway - 192.168.1.1 Dev ID - 1

Password - 0

Software Roadmap





Installation

The FingerTec Ingress software installer is available in a DVD that comes with all FingerTec terminals. Complete the installation.

2

Online Activation

Use the terminal's serial number to activate your software online. Contact your local reseller or support@ fingertec.com if you require offline software activation.

System Overview

User's Management

Add, delete, edit and manage user information and transaction logs.

Access Control Setup Set up access restrictions and door lock settings for each group and user.

Attendance Calculation Setup (Optional) Attendance rules and calculation

formulas must be determined out to generate correct attendance reports.



Real Time

Monitorina In/Out Records Monitor transactions that occur in the terminals in a real-time manner.

Download attendance and In/ Out movement records from terminals

Retrieve the transaction logs and access reports stored in the terminals into the server. In/Out movement records are only available for FingerTec access control models.

Viewing In / Out records Review access records and

monitor staff movement.

Generating access control reports

Generate professional and presentable access control / security reports.

Check and edit attendance records

Review the records and edit / insert / check for missing records.

Generating attendance reports

Generate professional and presentable reports for analysis.

Export attendance records for payroll or 3rd party software

Integrate the attendance records retrieved from FingerTec terminals to a relevant 3rd party software.