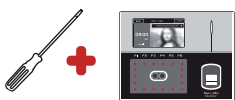


START

For more info go to <http://user.fingertec.com>

HARDWARE INSTALLATION
Refer to hardware user manual / installation guide/AdapTec AC & Plus installer manual (consult qualified installer)

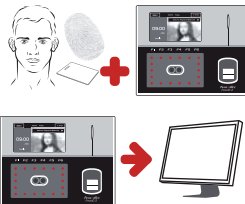
1 FingerTec Terminal Installation



HARDWARE SETTINGS
Refer to hardware user manual


2 User Enrollment
Face, Fingerprint, Card, password

3 Communication Settings



SOFTWARE INSTALLATION
*Refer to TCMS V2 Manual

4 TCMS V2 Installation

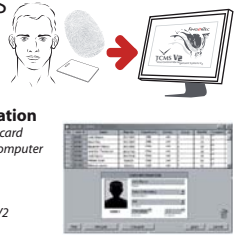


SOFTWARE SETTINGS
*Refer to TCMS V2 Manual

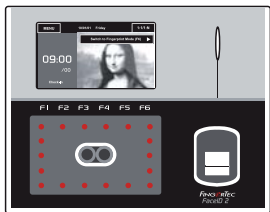
5 TCMS V2 Initial

6 Download user information
Download user, face, fingerprint, card and password from terminal to computer with TCMS v2

7 User Information
Fill up user information in TCMS V2



FINGERTEC Quick Start Guide



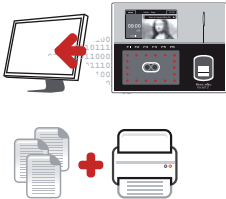
Face ID2

DAILY OPERATION
*Refer to TCMS V2 Manual

13 Download Data From Terminal To Computer

14 Exporting Data Into Third Party Software (i.e. Payroll)
* Skip this step if you are NOT using third party software

15 View & Print Report



COMPLETE

SOFTWARE SETTINGS
*Refer to TCMS V2 Manual. SET ALL if using both functions.

For Time Attendance Functions
(Skip steps 8 & 9 if you are NOT using time attendance functions)

8 Settings of Working Time & Group


9 Assign Users To Working Group

For Door Access Functions
(Skip steps 10,11 &12 if you are NOT using door access functions)

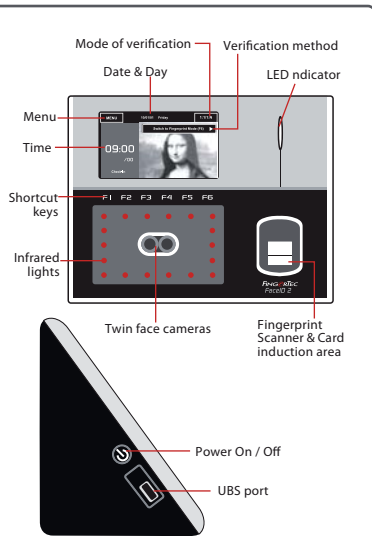
10 Time Zone & Access Code Settings ✓✓✓✓✓ ←

11 Assign User With Access Code ⓧⓧ✓✓✓ ←

12 Upload Settings to Terminal ⓧⓧⓧⓧ✓ ←



System Overview



Press Menu to access the System.

LED INDICATOR

Color of LED	Meaning
Green	Standby or Verified success
Red	Fail to verify

ENROLLMENT OF FACE

Press Menu > User icon > Add > User ID:1 > Insert User ID > Select Face > Follow instructions from Face ID to complete the enrolment (Make sure that you look at the camera) > Select Privilege > User > Save

Area to display your face image during enrollment.

Icon to guide you to adjust your head position for best capture image.



Status bar to display the quality of capture face image. Adjust your position to get as high as you can.

Instruction to guide you to move your head or position during enrollment process,

ENROLLMENT OF FINGERPRINT

Press Menu > User icon > Add > User ID:1 > Insert User ID > Select Fingerprint > Place your fingerprint 3 times following instructions given by Face ID 2 > Select Privilege > User > Save

VERIFICATION OF FACE

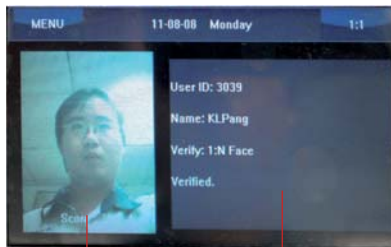
Stand in front of Face ID 2 > Look at the camera/LCD screen >



Status bar to display the quality of capture face image. Adjust your position to get as high as you can.

Instruction to guide you to move your head or position during enrollment process

Area to display your face image during verification.



Area to display user photo after verification

Area to display user information after verification

VERIFICATION OF FINGERPRINTS

1 to 1 matching: Key in user ID > OK > Press finger on scanner > Look at the LCD and LED, listen to the voice emit from terminal for result

1 to many matching: Press finger on scanner > Look at the LCD and LED, listen to the voice emit from terminal for result

DATE/TIME SETTINGS

Press Menu > System > Date/Time > Select value > Save.

TCP/IP COMMUNICATION SETTINGS

Press Menu > Connection Icon > IP Address > Key in IP address > Repeat settings for Subnet Mask & Gateway > Press Terminal ID > Save.

Default set value:

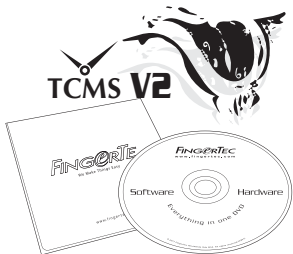
IP address – 192.168.1.201
 Subnet mask – 255.255.255.0
 Gateway – 192.168.1.1
 Dev ID – 1
 Password – 0

FingerTec TCMS V2 Roadmap

1

Software Initial Setup

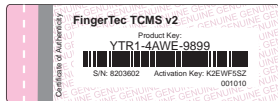
The TCMS V2 software installer is stored on the FingerTec Going Green DVD which comes with all FingerTec terminals.



2

FingerTec Terminal Management

Connect your FingerTec terminals to the TCMS V2 using the product code and activation key that are available at the back of the DVD cover.



All complete hardware and software manuals are available in the FingerTec Going Green DVD and downloadable online at <http://user.fingertec.com>

3

User's Management

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

Attendance Calculation Setup

Attendance rules and calculation formulas must be figured out to obtain correct attendance reports.

Access Control Setup

Set up access restrictions and door lock settings for each group and users.

Download attendance in/out movement records from terminals

Retrieve the transaction logs and access reports stored in the terminals into the server.

Check and edit attendance records

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

Viewing In/Out records

Review access records and monitor movement of staff.

Generating attendance reports

Generate professional and presentable reports for analysis.

Generating access control reports

Generate professional and presentable access control / security reports.

Export attendance records for payroll or 3rd party software

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

Exporting in/out records for 3rd party software

Integrate the in/out records retrieved from FingerTec terminals to a relevant 3rd party software.

Real Time Monitoring In-Out Records
Monitor transactions that occur in the terminals in a real-time manner.