FINGERTEC

Face ID3

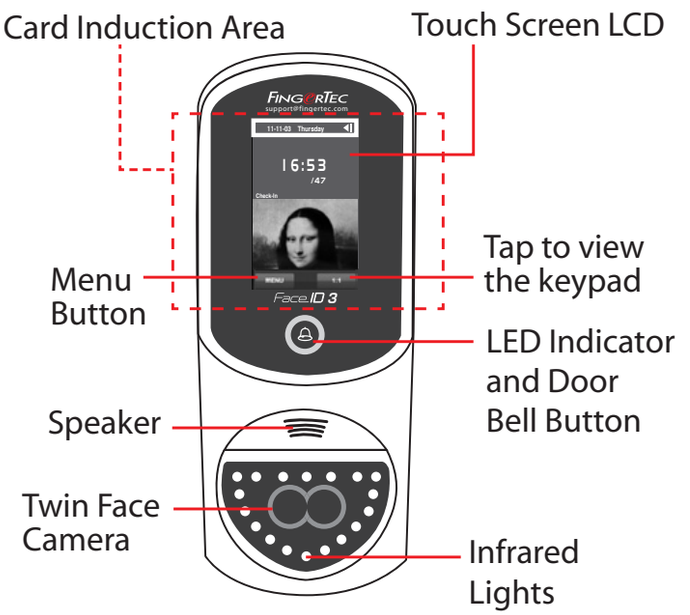
Face ID 4d

Quick Start Guide

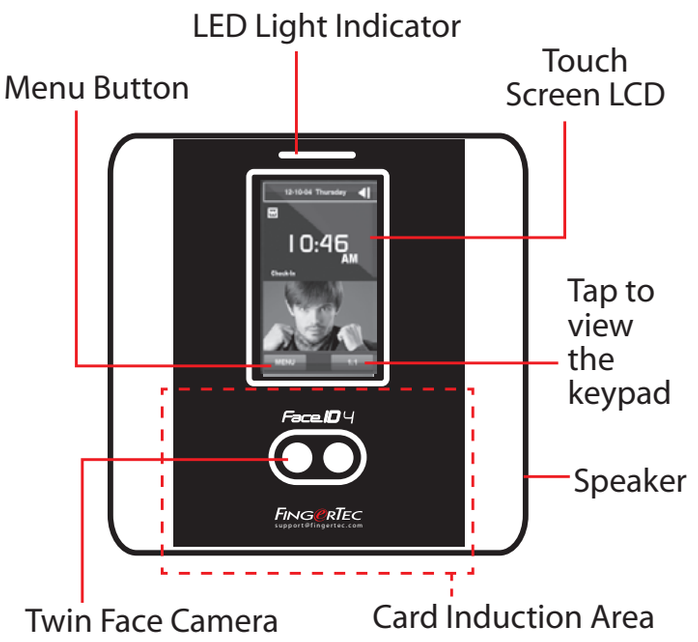
Terminal Overview

ENGLISH

• Face ID 3



• Face ID 4d



FACE ENROLLMENT

1. Align your eye position to appear in this area.
2. Progress bar to indicate progress of face enrollment.
3. Status bar to indicate the quality of the captured image; the higher the number, the better the image.

VERIFICATION MODE

1. Adjust your position so your face appears in this area.
2. Status bar to indicate the quality of the captured image; the higher the number, the better the image.

SUCCESSFUL VERIFICATION MODE

The system will display your photo, user ID and name after verifying your identity.

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 face enrollment and verification.

1 Setting the Date and Time

1. Press Menu, select Date/Time and set the value.
2. You have two options for time format, 12-hour format or 24-hour format.

2 Enrolling Face

Refer to hardware user manual.

1. Press Menu and select User.
2. Enter your User ID and select Face.
3. Follow the instructions and align your eye position to the green rectangle on the screen to enroll your face.
4. Once the enrollment process is done, select the suitable Privilege level, and press Save.

3 Communication Settings

- ***Face ID3***

To input the IP address: Press Menu > Connection > TCP/IP > Key in IP address.

To input Subnet mask: Press Menu > Connection > Sub NetMask > Insert the numbers.

To input Gateway: Press Menu > Connection > Gateway > Insert the numbers.

- ***Face ID4d***

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Software Roadmap

ingress

1

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.

Software download / User guides

Available online at *https://product.fingertec.com/user-guide.php*

2 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.

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.

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

Viewing In / Out records
Review access records and monitor staff movement.

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.

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.

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