FING⊘RTEC

OVERVIEW

Touch screen LCD

Card induction area

Restart button

LED indicator and door bell button

Speaker

Twin face camera

Infrared lights

USB port

STANDBY MODE

Date/Day   Time

Terminal is in standby mode, ready for scanning
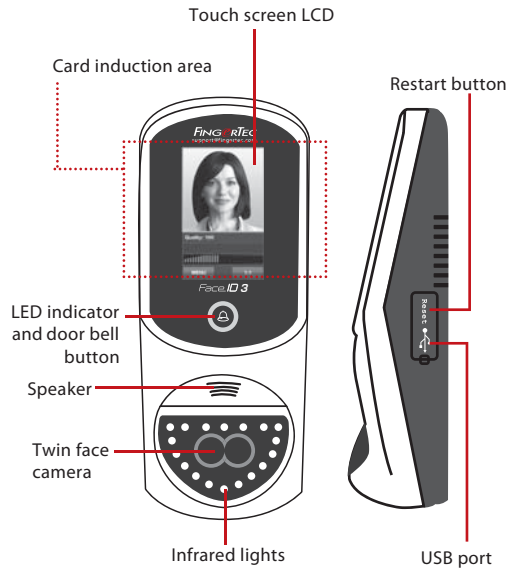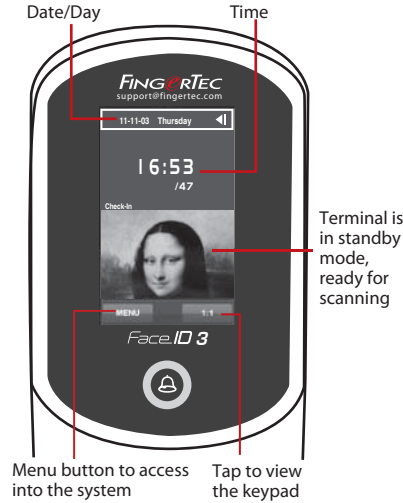
Menu button to access into the system

Tap to view the keypad
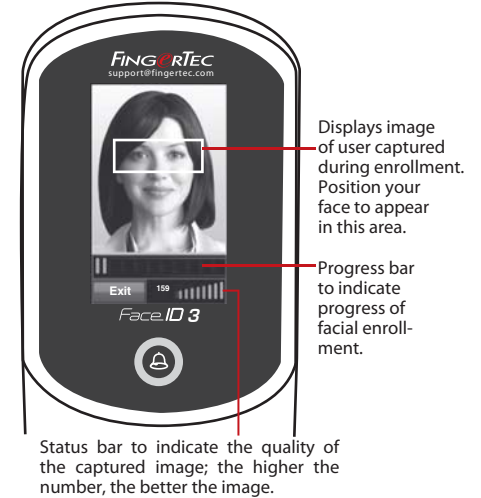
ENROLLMENT OF FACE

Press Menu > Add User > User ID > Insert User ID > Select Face > A green rectangular box will be displayed on the screen > Align your eye position into the green box > Adjust your head position to align your eyes into the green box >repeat 2 times > Face enrollment is complete > Select Privilege > User > Save

Displays image of user captured during enrollment. Position your face to appear in this area.

Progress bar to indicate progress of facial enroll-ment.

Status bar to indicate the quality of the captured image; the higher the number, the better the image.

VERIFICATION MODE

Displays image of user captured during verification. Adjust your position so your face appears in this area.

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.

DATE/TIME SETTINGS

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

You have two options for time format, either the 12-hour format or the 24-hour format

COMMUNICATION SETTINGS

To input the IP address: Press Menu > Comm > Comm > IP Addr > Key in IP address.

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

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

The Quick Start Guide is intended to provide the user with simple instructions on how to setup the FingerTec Face ID 3 terminal date / time and communication as well as to perform face enrolment and verification. For more details on other topics of Face ID 3 management, refer to the terminal's hardware user manual available in the package or online at http:// info.fingertec.com/faceid3-4

1 Hardware Installation & Face Enrollment

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

User Enrollment
❶ Press *Menu* and select *Add User*.
❷ Enter your *User ID* and select *Face*.
❸ Follow the instructions and align your eye position into the green rectangle on the screen to enroll your face.
❹ Once the enrollment process is done, select the suitable *Privilege* level, and press *Save*.

2 Activate Terminal on the TCMS V2 Software

❶ Double click the TCMS V2 software icon.
❷ Click on *Devices* and double click *Setup FingerTec Terminals*.
❸ Click *Add* and enter your TCMS V2 Product Key - Refer to the reverse of the DVD.
❹ Select the terminal under *Model*.
❺ Insert the *Device ID* and *IP Address* into the columns.
❻ Uncheck the *Disabled* checkbox column.
❼ Wait for the software to link to the Face ID 3.
❽ Enter your Activation Key and click *OK*.

TCMS V2

3 Download User and Data from Terminal

❶ Click *Devices* and double click *User Management*.
❷ Click *Download User*.
❸ At the User ID column, select *All*.
❹ At Selected Data please tick on the following check boxes: Face, Fingerprint, Card ID, Username + Privilege + Password.
❺ Click *Apply* and *Okay*.
❻ Click *Save User*.
❼ Click *Devices* and double click *Download Data From Terminal*.
❽ Click *Apply* to start the download.

4 Generate Report

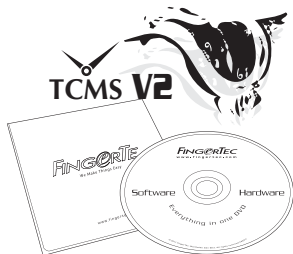❶ Click on the *Report* Icon.
❷ Select report type *Electronic Time Card*.
❸ Select the report's *Date range*.
❹ Click *Preview*.
❺ Click *Print*.

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.

TCMS V2

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.

FingerTec TCMS v2
Product Key:
YTR1-4AWE-9899
S/N: 8203602   Activation Key: K2EWF5SZ
001010
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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
(Only applicable to FingerTec access control models.)
Set up access restrictions and door lock settings for each group and users.

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.

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

Viewing In/Out records
(Only applicable to FingerTec access control models.)
Review access records and monitor movement of staff.

Generating attendance reports
Generate professional and presentable reports for analysis.

Generating access control reports
(Only applicable to FingerTec access control models.)
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
(Only applicable to FingerTec access control models.)
Integrate the in/out records retrieved from FingerTec terminals to a relevant 3rd party software.

Real Time Monitoring In-Out Records
(Only applicable to FingerTec access control models.)
Monitor transactions that occur in the terminals in a real-time manner.

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