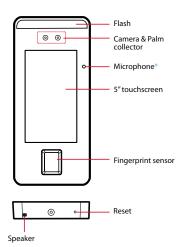




Face ID 5

# **Quick Start Guide**

## **Terminal Overview**



## **Quick Start Guide**

The Quick Start Guide is intended to provide the user with simple instructions on how to setup the terminal communication with software as well as to perform user data enrollment and verification.

## 1 Device type settings

Menu > System > Device Type Settings

## A) Ingress AWDMS ACC mode

Communication Protocol = Push Protocol Device Type = A&C PUSH

## B) Ingress AWDMS ATT mode

Communication Protocol = Push Protocol Device Type = T&A PUSH

#### C) TimeTec Attendance

Communication Protocol = Push Protocol Device Type = T&A PUSH

## D) TimeTec Access

Communication Protocol = Best Protocol

## 2 Network configuration

(Ethernet or Wi-Fi setting)

## A) Ethernet

Menu > COMM. > Ethernet > set DHCP ON or can set manually by disable DHCP.

- IP Address
- Subnetmask
- Gateway
- DNS(if required)

#### B) Wi-Fi

Menu > COMM. > Wi-Fi Settings > WIFI=ON ( Optional upon request to enable the Wi-Fi option )

- \* Make sure the device is reachable with the server.
- \* Do not connect the device via Ethernet and WiFi connections simultaneously.

## 3 Cloud Server Setting

Can connect either to Ingress(AWDMS) or TimeTec solution - Make sure select your preferred Device Type Setting accordingly

Menu > COMM. > Cloud Server Settings

## A) Ingress ACC and ATT Mode

Fnable Domain Name = OFF

Server Address = Server PC IP address installed with the AWDMS

Server Port = 8088 ( Default AWDMS port number)

#### B) TimeTec TA / Attendance

Enable Domain Name = ON Server Address = https://sq-push.zkclouds.com

## C) TimeTec Access

Server Address already predefine when selecting Best protocol in Device Type Setting )

## 4 Add Device to Software

( can opt either Ingress / TimeTec solution ) - Make sure select your preferred Device Type Setting accordingly

## A) Ingress ATT / Ingress ACC Mode

#### Software Installer:

Ingress MySQL: https://bit.ly/FingerTec-AWDMS

ADWMS: https://bit.ly/Ingress-MySQL

ADWMS Setup Tool: https://bit.ly/ADWMS-Setup-Tool

- Insert Device Name
- Select Communication Mode = AWDMS (ACC MODE) / AWDMS ATT (ATT MODE)
- Kev-in Serial No. (Only for ATT mode)

### B) TimeTec TA / Attendance

Device > Terminal > Smart DBS (Fingertec) > click + > Insert Serial Number, Terminal ID , Terminal Group , Location, Timezone , Work Location > Click ✓ to save the changes

#### C) TimeTec Access

- Device > Terminal > Smart DBS (Fingertec) > click + > Insert Serial Number, Terminal ID, Location, Timezone
   > click ✓ to saveto save the changes
- Access point > Manage Access point > Add Location > Assign/Create Building > Create Floor, Upload Floor plan and add Access Points to the respective building
- Assign devices that you preferred to be connected to the specific Access Points and configure the access settings for each access point then save all changes

## 5 Upload User to Device

## A) Ingress ACC Mode

- 1. Set device access level (only for ACC mode)
- 2. Sync to AWDMS (only for ACC Mode)
- 3. Set User Access Level (only for ACC mode)
- 4. Upload user to AWDMS (only for ACC mode)

## B) Ingress ATT Mode

Select Users > select Device > select data > Upload

#### C) TimeTec TA / Attendance

- 1. Device > Terminal > Smart DBS (Fingertec)
- 2. Select device > Manage terminal
- 3. Click Upload User
- Select user > click 

  ✓ to submit

#### D) TimeTec ACC:

- Access > Access Group > click Edit > Default Access Group 24 Hours
- Select User > Select Access Point > click ✓ to submit
- Click (Sync SYmbol) > Select Access point > click Sync now

## 6 Enrolling User Data

Palm / Face / Fingerprint / Card / Password

Menu > User Mgt. > All Users > select User > Edit > Register the data as per your preferences

Register Palm: Click Palm to enter the palm registration page. Select the palm to be enrolled.

Register Fingerprint: Click Fingerprint to enter the Fingerrint registration page. Select the Fingerprint to be enrolled.

Register Face: Click Face to enter the face registration page. Please face the camera and stay still during face registration.

Register Card: Click Card to enter card registration page and wave your card.

Register Password: Click Password to enter the password registration page. Enter a password and re-enter it (maximum: 8 digit password) and click OK. If the two entered passwords are different, the prompt "Password not match" will appear

# **Software Roadmap**



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.

at https://product. fingertec.com/userguide.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.



## Real Time Monitoring 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.

