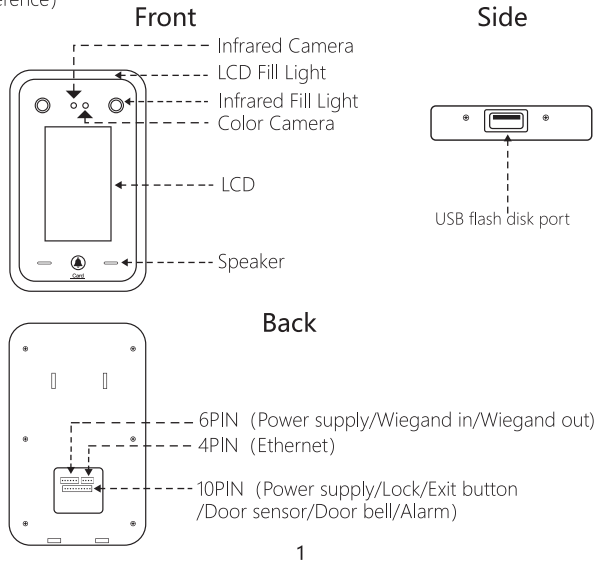


Dynamic Face Recognition Terminal quick guide

Version: V8.0

1.Appearance Display

(The appearace may have some difference, The pictures are just for your reference)



3、Time Group

Time group defines the group time zone during which the users belong to this group can open the door, each group can set up to 3 【time setting】. As below sheet: 【Group 1】 includes three time zones:01,03 and 05 【Group 2】 to 【Group 5】 only include time zone 01.

	The first time zone	The second time zone	The third time zone
Group 1	01	03	05
Group 2	01	00	00
Group 3	01	00	00
Group 4	01	00	00
Group 5	01	00	00

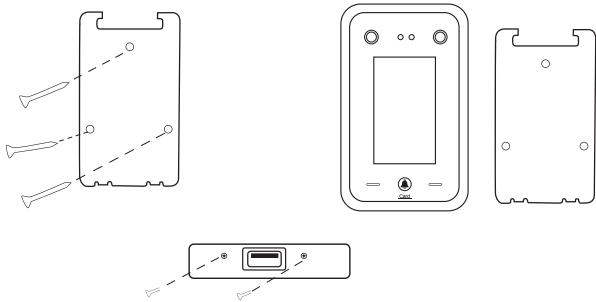
4、Lock Register

< Door Setup		
ID	Name	Lock Register
1	Ryan	1:00:00:00
2	Dan	1:00:00:00
3	Sophie	1:00:00:00
4	Jacky	1:00:00:00
5	Eric	1:00:00:00
6	Olivia	1:00:00:00
7		1:00:00:00
Find.ID Find.Name		

Note: Group time zone is set in section 5.3 Time Group, each user group can set up to three time zones.

2.Wall Mount Installation

- 1) The installation height should be selected according to the actual punching personnel. The height of the camera from the ground is generally recommended to be 1.4-1.5 meters..
- 2) Disassemble rear hanging plate and attach it to the wall to select the suitable installation position, then make a mark.
- 3) Drilling on wall according to the marked position.
- 4) Fix the rear hanging plate on the wall.
- 5) Install the device on the rear hanging plate and fix it, then power it up.



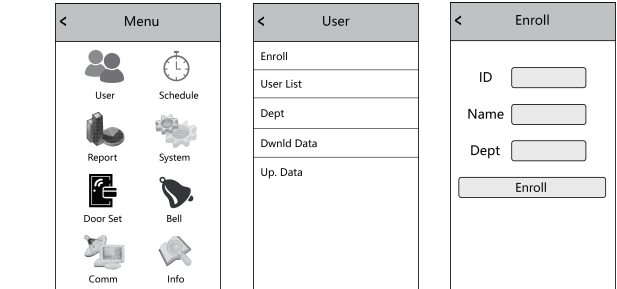
3.Attention


- 1) Do not operate with power during installation.
- 2) 12V/3A power supply is recommended .
- 3) Do not install the device in direct sunlight or in a humid place.
- 4) Please read the wiring diagram of access control, and wire it according to the rules strictly.
- 5) On the situation that static electricity is a bit heavy, please connect ground wire first and then connect other wires, which can protect the device from damaging in static electricity.

4.User Management

Item	Meaning
1:00:00:00	The user belongs to group 1, and the last three are all 00, which means it will check if this time is in group time zone of group 1 rather than check user time zone, because all the user time zones are set to 00
1:01:00:00	The user belongs to group 1, This user applies time setting 01, example: Time setting 01 set the time from 08:00-10:00 on Monday, Then the user only has permission to open the door at 08:00-10:00 on Monday. If the user don' t make punch within the time zone, first check if the user belongs to group 1, if not, it isn' t allow to open door; if it is, then check if the time is in group time zone, if it is, the door will be opened, otherwise, it isn' t allow to open door;
2:01:02:00	The user belongs to group 2, This user applies time setting 01 and time setting 02, example: Time setting 01 set the time from 08:00-10:00 on Monday ,Time setting 02 set the time from 13:00-15:00 on Monday, Then the user has permission to open the door during these two time periods on Monday. If the user don' t make punch within the time zone, first check if the user belongs to group 2, if not, it isn' t allow to open door; if it is, then check if the time is in group time zone, if it is, the door will be opened, otherwise, it isn' t allow to open door;
It can be free combined ,access periods and so on	

You can quickly locate the person you want to edit by 【Find ID】 or 【Find Name】 at the bottom.




Click the icon  in the lower left corner of screen to access into menu > 【User】 > 【Enroll】 , when an admin is registered, After passing the verification of admin's face or password then the menu can be entered.

【ID】 When registering, each user can only have one unique 'ID'.

【Name】 Input、 edit name by T9 input method.

【Face】 Follow the on-screen prompt for face registration.

【Password】 An ID can only register one password. After clicking the password icon, enter the password to be set and then press ok to confirm the password again.

【Password Verification】 In initial interface, click icon  , input ID-click 'OK'-input password-click 'OK'.

【Card】 Each user can only register one card.(Optional).

【User List】 : You can quickly locate the user you want to edit by 【Find ID】 or 【Find Name】 at the top of the page. Or slide the screen to search user.

1) 【Edit user information】 : Select user you want to edit, you can change any information in this page except 'user ID'.

2) 【Delete user】 : Select user you want to edit→Delete

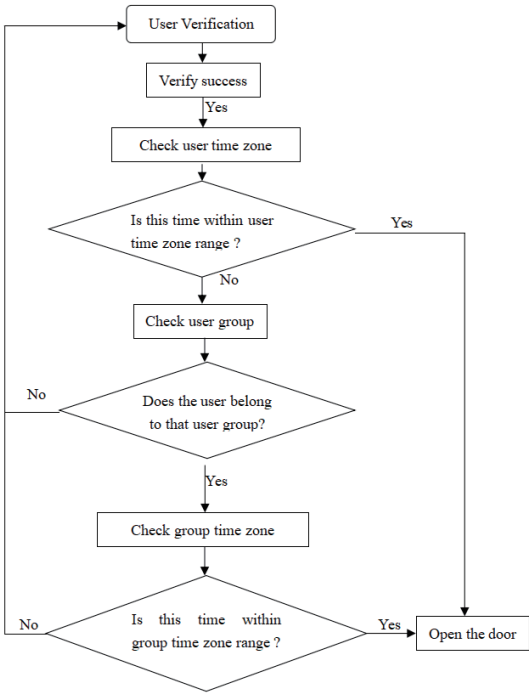
【Department】 Set the department that user belongs to

【Privilege】 User and administrator can be selected

【Down.Data】 Insert U-disk, download the user information(including name, face.etc), file name is'plu000001' and 000001 represents device ID.

【Up.Data】 Insert U-disk, upload the previous backup file. It is also suitable for synchronizing personnel information between two devices of two same model.


5、Verification flow chart based on user access control settings



6.Time Attendance Management

This chapter is used for setting attendance rules and download attendance report to USB disk directly.

5.Access control management

Click the icon  in the lower left corner of screen to access into menu > 【Door Setup】 , it includes door setup, time setting, lock register ,time group , unlock group settings.

< Door Setup
Door Setup
Time Setting
Lock Register
Time Group
Unlock Group
Lock Type Set

1、Door Setup

Item	Meaning
Wiegand Output	Set the type of wiegand output, optional user ID or card No.
Wiegand Bit	Optional 26 bit or 34 bit
Lock Delay	Set the time between lock relay effective and the state of resume normal.


2、Time Setting

According to the rules and regulations of user's entry and exit, Set the access time of each week to the corresponding time setting, you can totally set 50 periods. Period 01 is open all day by default, period 04 is alarm period.

< Door Setup	< Time Setting
01 Time Setting	Sun 00:00:23:59
02 Time Setting	Mon 00:00:23:59
03 Time Setting	Tue 00:00:23:59
04 Time Setting	Wed 00:00:23:59
05 Time Setting	Thur 00:00:23:59
06 Time Setting	Fri 00:00:23:59
07 Time Setting	Sat 00:00:23:59
08 Time Setting	
09 Time Setting	


4

1、Grace Min

Click the icon  in the lower left corner of screen to access into menu > 【Schedule】 , It includes record warning setting, grace min setting and log information.

Item	Unit	Meaning	Scope
Late	Min	When user' s late arrival time exceeds *** mins , then it is counted as late arrival.	0-60
Early Leave	Min	When user' s early leave time exceeds *** mins , then it is counted as early leave.	0-60

2、Report

Click the icon  in the lower left corner of screen to access into menu > 【Repor t】 , it includes company name setting, download/upload shift, download report and download attendance records.

【Company】 :Set company name, it will be shown in report.

【Download shift】 :Insert U-disk, can download shift settings information (Times Table) and user scheduling information(Shift table) in Excel format, then edit it on pc, pls refer to the below picture:

Times table						
Shift No	AM		PM		Over	
	In	Out	In	Out	In	Out
1	08:00	12:00	13:30	17:30	18:30	21:00
2	08:00	12:00				
3	23:00	07:00				

Time Shifts : Pa

Edit shift according to actual shift time. After editing and save the file into U-disk. Note:

- 1) For data security. Must copy the file to the computer, and then edit, and then copy back to the U disk. Do not edit directly in U-disk. Otherwise, an error will be prompted when uploading.
- 2) Attendance time must be in the format of time, and attendance type must be in the format of digits. So when you handle the setting, pls pay attention that the input method is in English half-angle status. Checking Method: For example, when you input 10:30, double click this cell, then software will automatically turn the digits into 10:30:00.

