

SF Series Access Control Software Introduction

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About Software

Access Control based on biometric solution from us is designed to help you with all solution which can be use with access control system to limit the areas where each person is authorized to go, it might every be good to know where an individual has been.

- **Department management**

After created department, in User Management you can assign employees to corresponding department.

- **User management**

This function mainly includes downloading user and fingerprint, editing user's information and privilege, creating password for user, using "U are U fingerprint sensor" to add new user, uploading user and fingerprint.

- **Initialize and management fingerprint machine**

In device management, you can initialize and management the fingerprint machine.

- Operation procedure steps as follow:

- **Hardware connection**

This is the first step. Connect all fingerprint machines and PC together. Use RS232 cable to connect when distance doesn't exceed 15 meters. Under the condition of distance over 15 meters, it is recommended to use Ethernet connection. RS485 cable can be used for connection when distance exceeds 80 meters and can connect for 1000 meters maximally.

- **User management**

This step is mainly to register each fingerprint machine or upload users. When there are many fingerprint records, it is recommended to use "U are U" Fingerprint Sensor to register users first. Then upload users to each fingerprint machine respectively. In user management, you can edit employee's information, create password for employee and set corresponding privilege.

- **Access control management**

For Access control, we define that all users are initialized as invalid user. User can become valid user in effective time period only after user is assigned privilege. So we need to upload Access control setting after we finish uploading users

1. Installation and Uninstall

1.1 Installs software

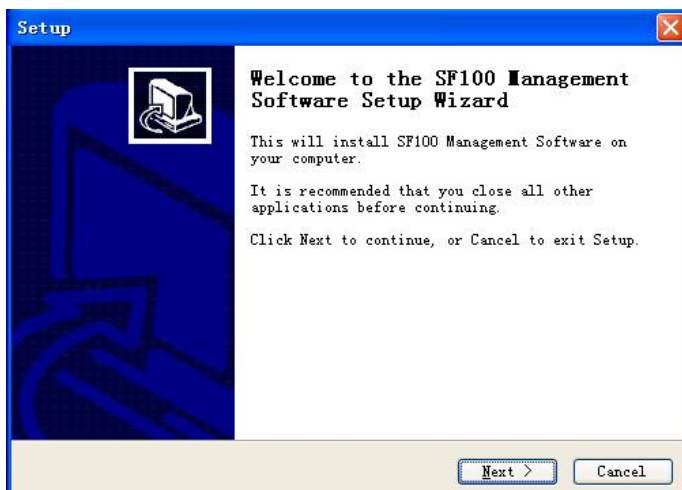
Before installing your software, it is better to shutdown other running application programs, in order to keep away conflict in installing process.

Note: Maybe some displaying figure does not tally with real contents please subject with CD you install

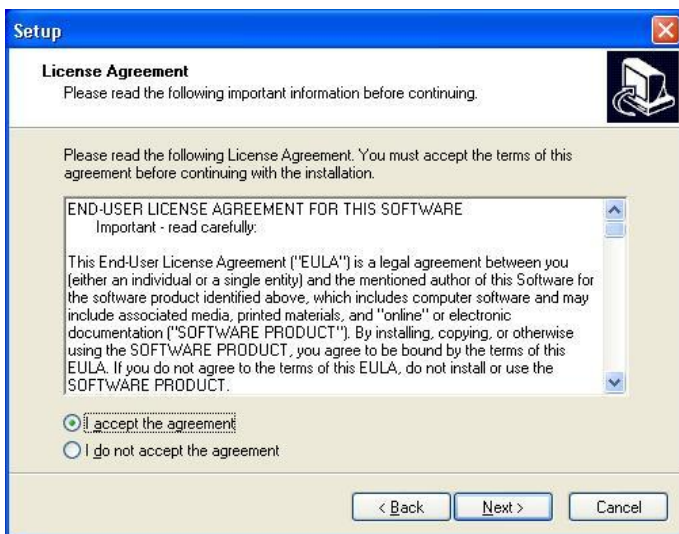
Please put the CD with software into CD-ROM, it will be running automatically and pop-up following interface.



Select an installation Language, Click **Next**, enter follow interface



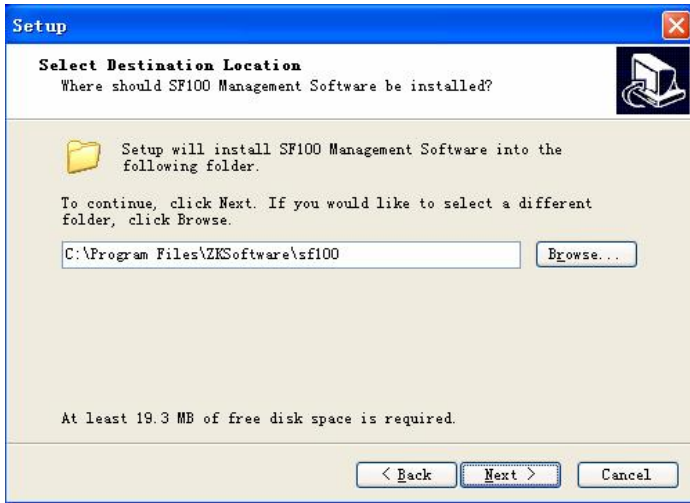
Click **Next**, enter follow interface:



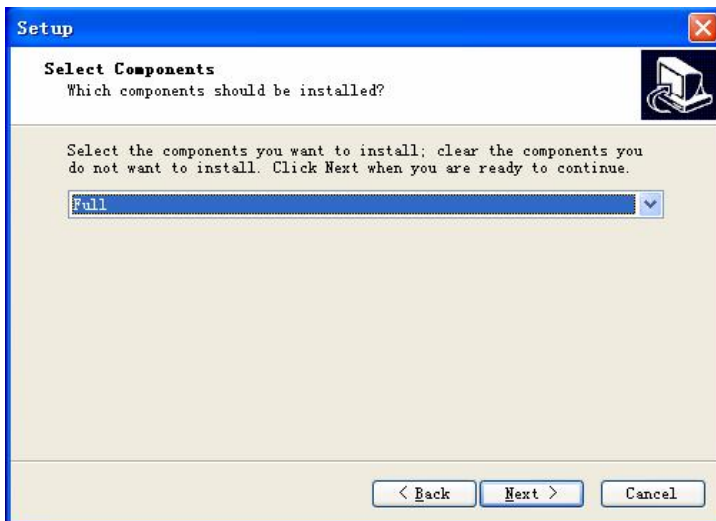
Please read this license Agreement carefully, if you agree to the terms, select the **I accept...** button and click **Next**.

If you do not agree above terms, select **I don't accept....**, the step will exit the installing program and return, enter following interface

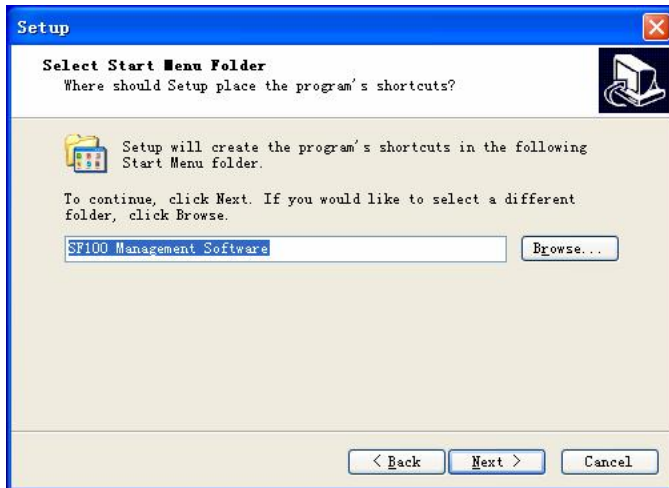
1. Installation and Uninstall



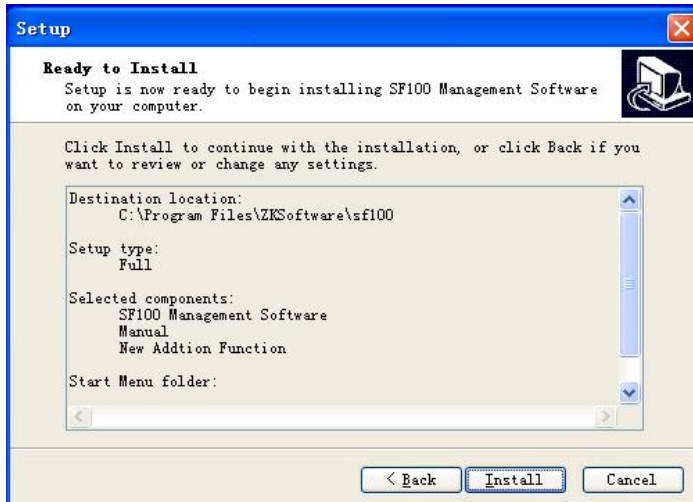
This interface applies to locate the folder of the fingerprint access control software, you may use the default folder, also can create or select a folder, and Click **Next** enters following interface:



After select installing component. Click **Next**, Enter following interface



This window is to confirm the folder which is created in **Start/Program** item. Click **Next**, display following Interface



After enter into this interface, it is show that you have finish all configured to setup, if want to modify it, Click **Back** to return, Otherwise click **Install**, the installing program will copy and write corresponding information into hard disk, After finish installation, click **Finish** to complete the process.

1.2 Uninstall software

If you will not use the software and want to delete it from the computer, may perform following operation:

Exit from all Access Control management software, enter Start-> Setting-> Control Panel-> Adding/ Cancel to select it and click Cancel to delete it, may be there are some files which is not to be all deleted, you ability to entry the installing directory to cancel the folder of SF100

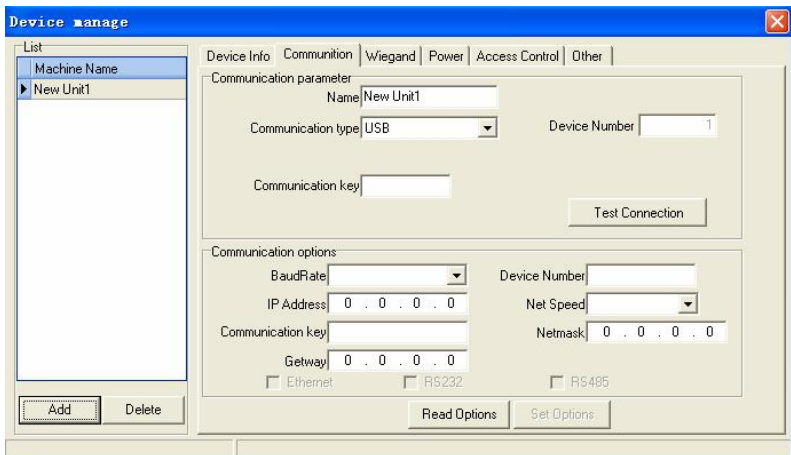
In the Starting /Program to run the access control system, in this portion of the Base Setup, you will review 6 module of the base setup, Access Control, Base Operation, Query, Help. The equipment must be added before using it.

2. Base Setup

In the portion of the Base Setup, include Department Management, User Management, Equipment Management, and Exit

2.1 Equipment Management

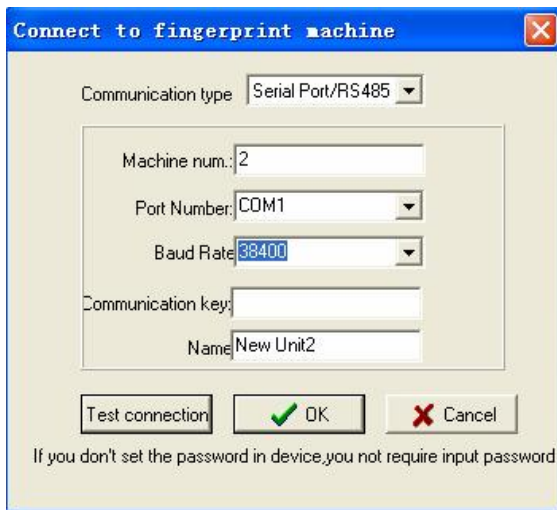
First add equipment, open **Equipment** in the **Base setup** menu, the display interface is following



Click **Add** button underside of the list, display interface is following

2.1.1 Communication Setup

Communication Setup: Click **Read Option**; it can show communication setup of all equipment to be connected. Like as following figure



Connect to fingerprint machine

Communication type: Serial Port/RS485

Machine num.: 2

Port Number: COM1

Baud Rate: 38400

Communication key:

Name: New Unit2

Test connection OK Cancel

If you don't set the password in device, you not require input password

Communication type: Change to Serial Port/RS485

Machine num: Input number of fingerprint machine according to the own requirement. For example, number of fingerprint machine is set to 1, and its identify ID is set to Machine 1.

Communication Key: it is not required to set under default condition. If communication password is set in fingerprint machine, then it is required to enter communication password correctly.

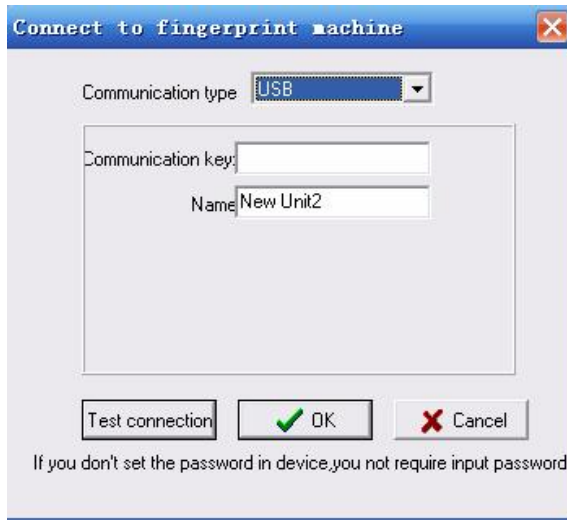
Port Number: Select communication port number that connects PC and fingerprint machine. Default value is COM1.

Baud Rate: Select 9600 (recommended)

Note: Above settings are used for RS485 connection. If RS232 connection is used, then Baud Rate should be changed to 38400, which will increase communication speed greatly. And it doesn't support 115200 for the SF serial machine.

USB

If the USB communication mode is selected, shown as following :

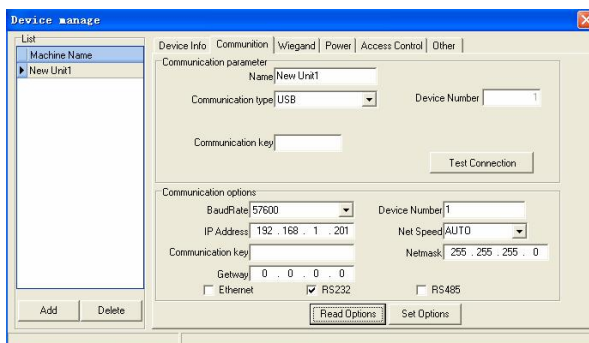


Name: Enter name according to the own requirement. For example, name is set to Machine 1.

Communication key: it is not required to set under default condition. If communication password is set in fingerprint machine, then it is required to enter communication password correctly.

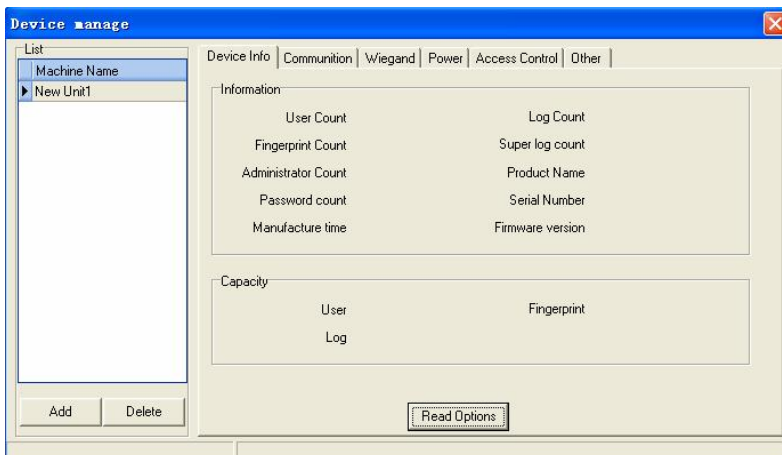
Read Option

If you want to check connection information of one fingerprint machine, click **Read Option** to get connection information of that fingerprint machine.



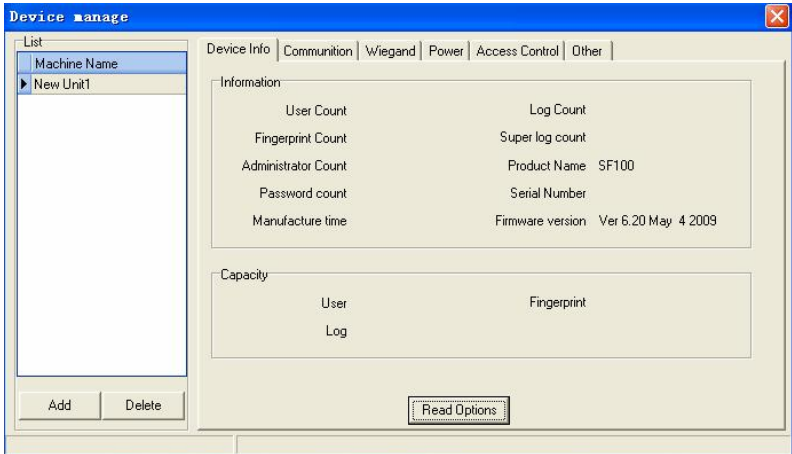
2.1.2 Fingerprint Machine Information

Click **Fingerprint Machine info** in the **Equipment Management** item, display interface following.



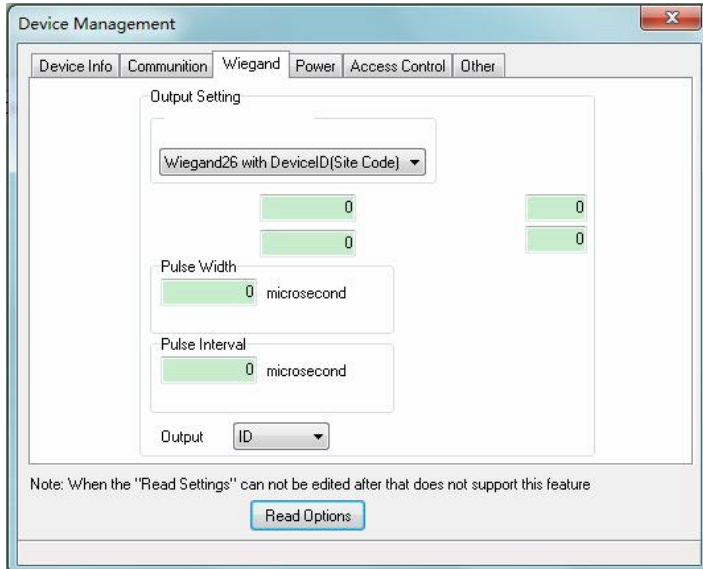
Click **Read Option**, the base information of fingerprint machine will be list. Like following Figure:

2. Base Setup



2.1.3 Wiegand

Click **Wiegand** in the **Equipment Management**, display interface is following:



Click **Read Option** to obtain all kinds of wiegand parameter which store in the

fingerprint machine; there are four **Pre-Defined Formats** in the drag –down volume to select. To choose a wiegand 26 or wiegand 34 is available.

Weigand: this format has been defined and built in the system; User doesn't need to define the length of Bit and the location of information. There are two default defined format: wiegand26、wiegand34. The wiegand 26 means that the W26 output format.

Failed ID: Export Fail ID after verified is failure, if it has been selected; its output range is 0-65534.

Site Code: similar the machine code, which different is that this code is defined by user and it can be recycled in different unit, range is 0-255)

OEM Code: equal to Manufacture Code.

Device Code: The code of the device.

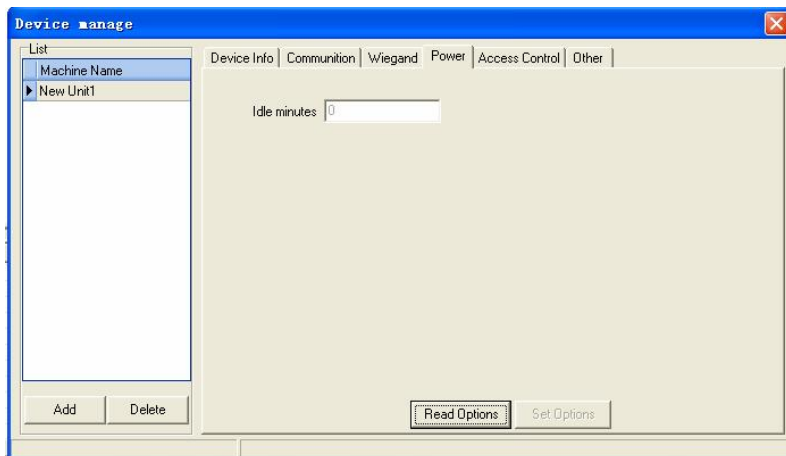
Bits: the length of output format

Pulse Width: the default value of to send pulse width time is 100 μ s, if the controller isn't able to receive the Weigand signal, can adjust value from 20 to 800

Pulse Interval: the default value is 900 μ s, ability to adjust it from 200 to 20000.

2.1.4 Power Management

Click **Power Management** to read setup. The following is display interface:

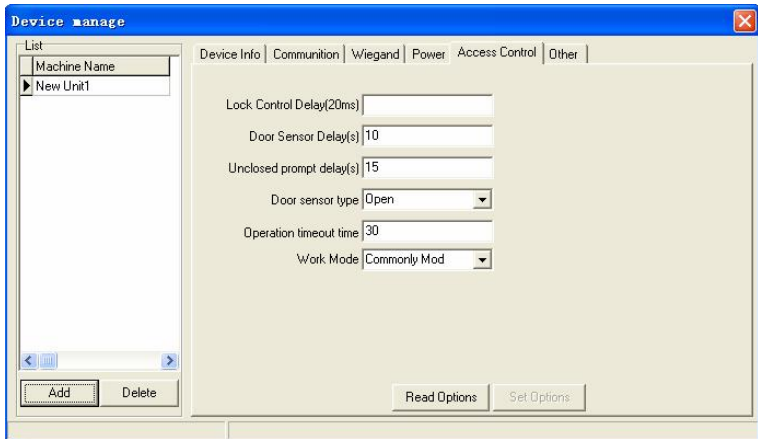


2. Base Setup

Firstly read the parameter of **Power Management**, modify the state of **Idle Setup** and minutes of **Idle Time**, then click the **Application Option** to complete set. When the idle time is 0, then the idle setup function is invalid. When the value more than 0, the machine will enter into idle state after arrives at define time.

2.1.5 Access Control

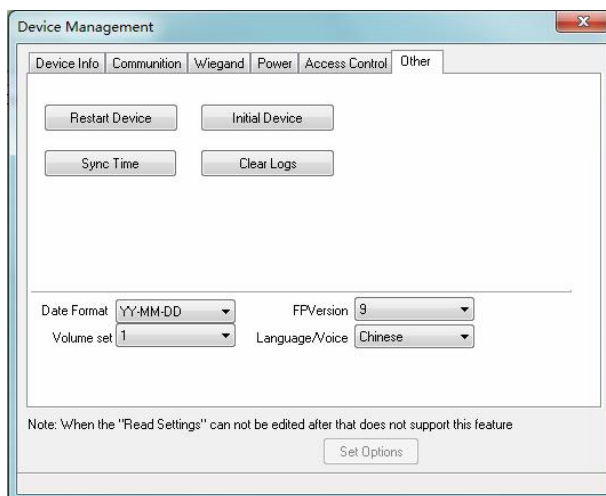
Click **Access Control** to obtain Setup, display interface as follow:



Delay time of lock control apply to determine unlock hour, the min measured unit is 20ms, in the normal condition is 100—200ms.

2.1.6 Other Setup

Click **Other Setup** the following appear:



This module provide with mainly convenience to configure equipment.

Restart Unit: in the list, select a device and Click the name of the device to restart fingerprint machine.

Clear All Data: this function can clear all the data in the fingerprint machine.

Sync time: This function is mainly synchronize with time for the device.

Language: This function can be used to choose the language for the device. There are two languages to choose: Chinese and English.

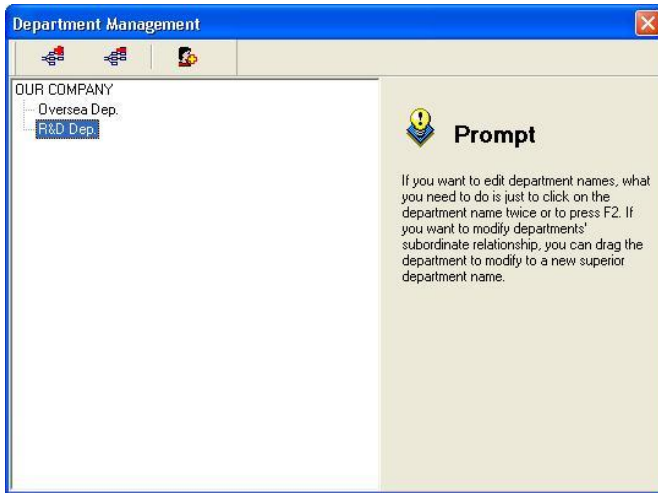
Date formats: Select the date formats from drag- drown box, this data formats appear on the starting interface of fingerprint machine.




Voice function: Utilize this function to determine the prompt voice of the fingerprint device on or off.

2.2 Department Management

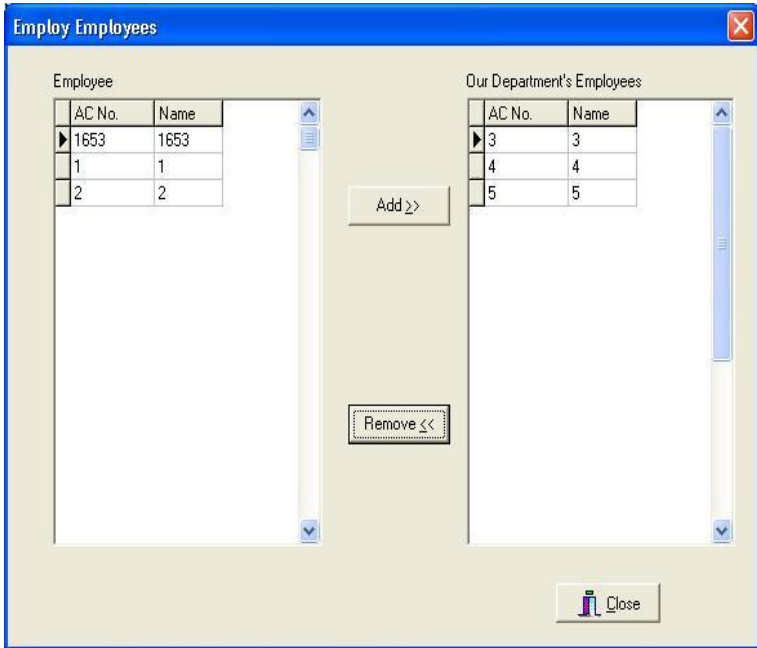
Click **Department Management** in the **Base Setup** menu, pop –up the **Department Management** main interface, like as following figure.

2. Base Setup



Click  or  to add or delete a interrelated department,  is to **Enroll Department Staff** Button.

After established a new department, if want to shift a staff to anther department, first select the head-office, then click Enrolling Department Staff button, pop-up following interface.

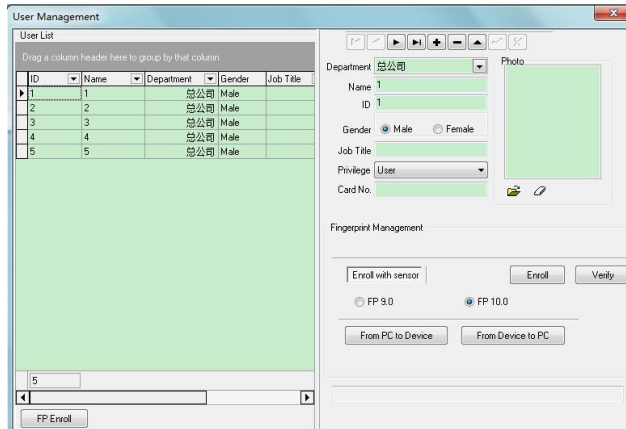



Select the staff of corresponding department and add it to column, click enroll staff button.

2.3 User Management

User Management is the process to manage the user information, click [**User Management**] in the [**Basic Options**] menu or the shortcut button, pop up the user management interface, as following.

2. Base Setup



Add User: Click  button in the user management bar to add new user.




Cancel User: Choose the user you want to delete, and click  button to delete the user.

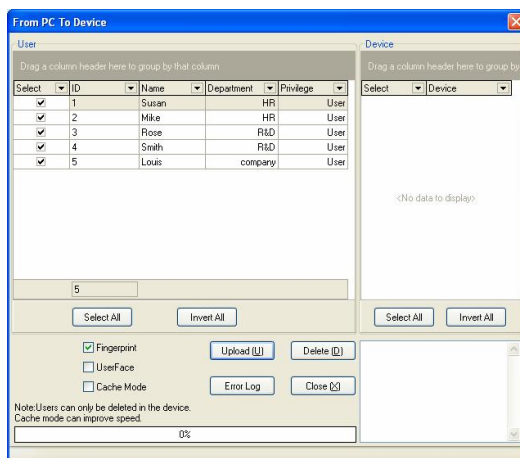
Photo: Click  button to import user photo, or click  button to delete.

Note: 1. Every user's ID can enroll one fingerprint only, or enroll one ID/MF card (MF act as ID card use only)

2. User's ID between 1~999 only.

2.3.1 From PC to Device:

The user that stored in the database can upload to the FP device, click [**From PC to Device**] in the user management interface, or click the [**PC to Device**] shortcut in the main interface, popup the following interface.



Upload: Based on your need, select the user and an uploading FP device, click [Upload], it is able to upload user's data to the defined FP device, it is better to select [Fingerprint] and [User Face] in the normal condition. If the information needs not to modify, it is no need to choose it.

Note: User's data include user information, fingerprint, and user face.

Delete: If you want to delete a user in a FP device, first choose the user and the corresponding FP device, and then click [Delete] button.

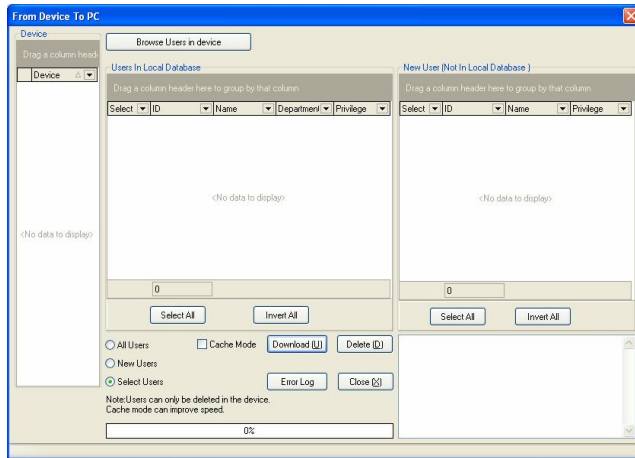
Operation Log: Indicates the error log during operating process.

Batch: You can use this function to speed up communication when uploading many of user's data, it need not for a few users (such as less than 30 users).

2.3.2 From Device to PC:

Download the user data from the FP device to the local database. Click [Form Device to PC] in the user management interface, or click the [Device to PC] shortcut in the main interface, popup the following interface.

2. Base Setup



Select a FP device to download user's information that is on the left side list, click [**Browse Users in Device**], all users in the FP device displays. Select the user need to download, click the [**Download**] button to download the user data from FP device to local database.

View User in the Device: Display all users in the FP device.

Download: Download user data.

Delete: If you want to delete a user in a FP device, first choose user, and then click [**Delete**] button.

Batch: You can use this function to speed up communication when downloading many users, it need not for a few users.

Operation Log: Indicates the error log during operating process.

2.4 Fingerprint Management

1. Enroll User Fingerprint

Enroll with FP Sensor:

If you need to use the FP Sensor to enroll fingerprint, please install the FP sensor driver program first. The driver is under the [**Driver**] directory in installation CD. After complete to install the driver, connect the FP sensor to the PC USB port. The current software version supports to use the "UareU" series, ZK4000/6000/7000 FP sensor etc.

(1) Select [**Enroll with Sensor**] in user management interface, click [**Enroll**] button, and enter the fingerprint enrollment interface, as shown below.

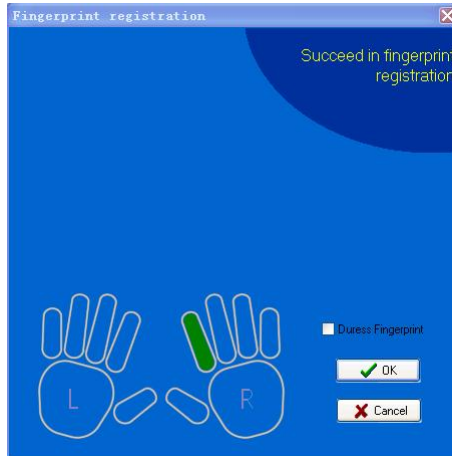


(2) Click the finger image you want to enroll, and the system enter the interface of enrollment, as shown below:



(3) After the finger finishes 3 times press on the FP sensor, the system prompt [**Succeed in fingerprint registration**], shown as below.

2. Base Setup



(4) Click **[OK]** after successful enrollment, save the fingerprint and return to user management interface.

(5) Click **[Verify]**, the following interface will appear to check if the fingerprint enrollment is succeed or not.



(6) Press the enrolled finger on the sensor, the following dialog appear when the sensor collect the fingerprint, that is, fingerprint enroll succeeds.



If the following dialog appears, then the enrollment failed, please return to enroll once again.



(7) If you want to delete the fingerprint, please double click this finger, the system prompts the following:



2. Base Setup

(8) If you select [**Duress Fingerprint**], the enrolled fingerprint will be a duress fingerprint for use.

Enroll with FP Device:

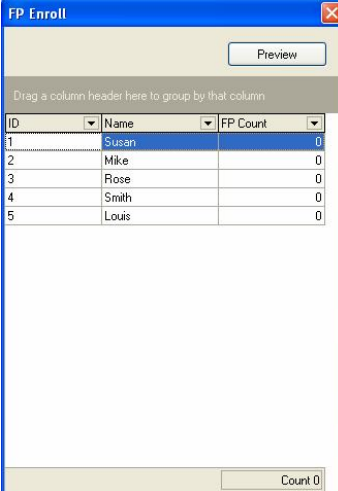
Use the FP device to enroll fingerprint. Select [**Enroll with Device**] in User management interface, click [**Connect Device**], and the button will turn to [**Disconnect**] when the connection completed. Click [**Enroll**] button, and enter the fingerprint enrollment interface. The FP device enrollment is similar to FP sensor, except there is no verification process for FP device.

2. Register Mifare Card:

Choose the user who needs to register the Mifare card. Click [**Write Card by Device**], and swipe the card near to the card sensor area of the FP device when the software reminds [**Present Card**]. If the device prompts [**Write Card Successfully**], this user's ID and the fingerprint will be stored in the card. Click [**Empty Card by Device**] to delete user's data in the Mifare, swipe the card near to the card sensor area of the FP device when the software reminds [**Present Card**]. The notice [**Clear Card Successfully**] means the operation completed.

⚠ Note: This function is available only for the FP device that supports Mifare card enrollment.

3. Fingerprints Enroll Status: Shows the detail of user information and fingerprint enroll status.



The screenshot shows a window titled "FP Enroll" with a "Preview" button. Below the button is a header area with the text "Drag a column header here to group by that column". A table with three columns: "ID", "Name", and "FP Count" is displayed. The table contains five rows of data. At the bottom right of the window, there is a "Count 0" label.

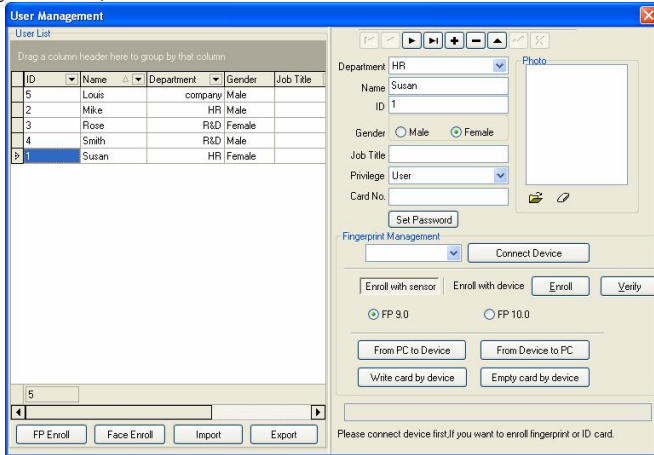
ID	Name	FP Count
1	Susan	0
2	Mike	0
3	Rose	0
4	Smith	0
5	Louis	0

5. Sort Order:

You can arrange the records according to the ascending or descending order in the record list, directly click the head of rank to achieve. Choose a triangle symbol, which is beside the field, according to ascending order to arrange when

the triangle symbol point upwards, otherwise that means the sort order follow the descending order. You can click the triangle symbol to change the rise or down rank.

As figure below, sort the users as the name order.



3. System Management

System Management includes that **Operator Management, System Operation Log, Data maintenance, Initialize System, Set database and Set Password of Database.** Six sub-modules.

3.1 System Operation Log

The system operation Log is a track record which records this software operation history, and utilize list mode to record all operation. Click **Cancel**, this operation is availed to delete operation log to the defined previous date, appear following figure.

The screenshot shows a window titled "System operation log" with a toolbar containing a "Delete" button and a date selector set to "7/12/2006". Below the toolbar is a table with the following data:

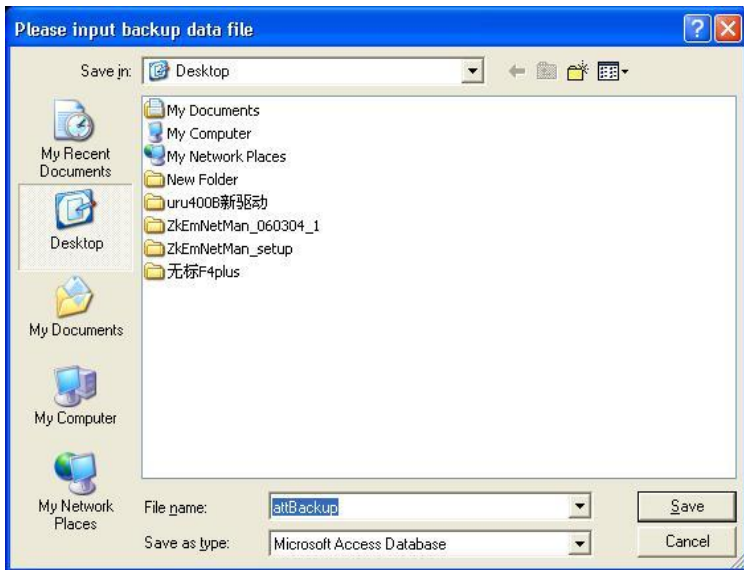
ID	Operator	DateTime	Device	Description
1		7/13/2006 12:03:04 P		Access Control & Time Attendance Sc
2		7/13/2006 12:03:21 P		Devices List
3		7/13/2006 2:39:20 P		Access Control & Time Attendance Sc
4		7/13/2006 2:39:28 P		Devices List
5		7/13/2006 2:40:37 P		Devices List
6		7/13/2006 3:38:27 P		Access Control & Time Attendance Sc
7		7/13/2006 3:38:27 P		Access Control & Time Attendance Sc
8		7/13/2006 3:38:32 P		&Department
9		7/13/2006 3:39:59 P		D&devices List
10		7/13/2006 3:40:05 P		&Department
11		7/13/2006 3:40:13 P		&User Manage
12		7/13/2006 3:40:18 P		&User Manage
13		7/13/2006 3:40:53 P		&Department
14		7/13/2006 3:41:44 P		&User Manage
15		7/13/2006 3:42:19 P		&User Manage
16		7/13/2006 3:53:39 P		&Import from USB flash disk
17		7/13/2006 3:55:37 P		S&system options
18		7/13/2006 3:56:22 P		Timezone
19		7/13/2006 3:57:17 P		Group
20		7/13/2006 3:57:54 P		Unlock Combination
21		7/13/2006 3:58:26 P		Access Control Privilege
22		7/13/2006 3:59:49 P		Access Control Privilege

3.2 Data Maintenance

The Data maintenance is consist up Backup Database, Compress Database, Clear Old Data, threes module Buildup.

3.2.1 Backup Database

Click Backup **Database** in the **System Management** menu, pop-up a dialog-box to backup database, you can name it as your favor, and save it in the defined location, like as following picture:



3.2.2 Compact the Database

Click **Compact the Database** in the **Data Maintenance** menu, to compress database, it is only capable to Access Database.

3.2.3 Clear all outdated Data

Can use the function to clear old data which are useless to utility, click **Clear all**

outdated Data in the **Data Maintenance** display interface as follow



Click the Menu to choose the date, and than **Confirm** to clear old data at once, then old record data will backup in the installation directory automatically.

Note: The delete content doesn't include the ending date be selected. You can choose the operation to backup record data which is before the close data to your folder.

3.3 Initialize System

Click **Initialize System** in the **System Management** menu, pop-up a warn dialogs box, like as following figure , executes the command all the system will be initialized, after this operation the all data will be clear.

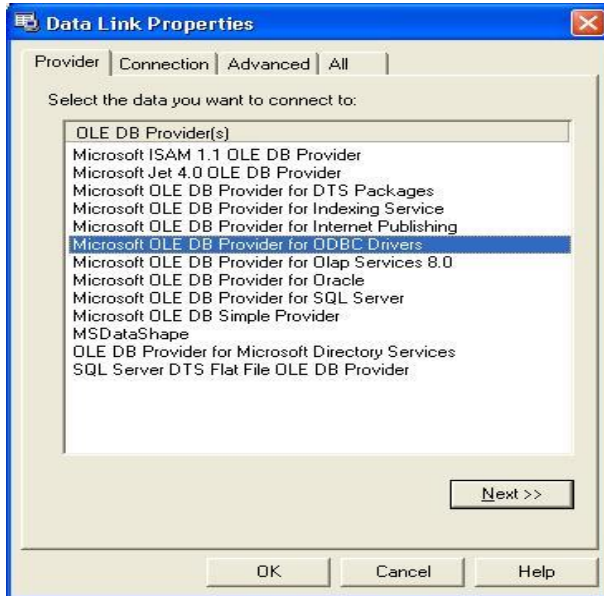


3.4 Set Database

Click **set database**


1. Connecting Microsoft Access Database setup

(1) Provide program to select Microsoft Jet 4.0 OLE DB Provider;



(2) Click “Next” or “Connect” enter the following interface.



Click  button, Can select the database file, the default name is att200.mdb,

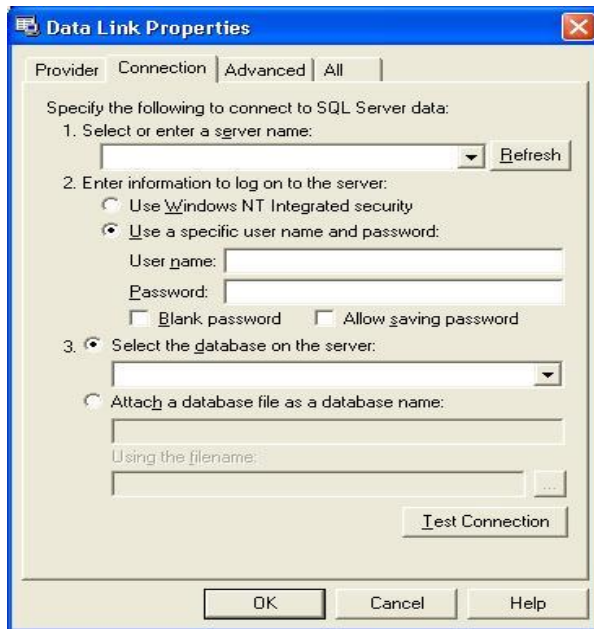
3. System Management

according to real condition to renew setup of the database connection.

2. SQL Server Database Connecting Setup

First you should establish the empty database on the database server. you can find a script file with the name of sqlserver.sql in the directory of instating CD, the empty database is established in the front of the searcher of SQL Server, and then open the sqlserver.Sql script files, to run database which is to create this software.

In the Provider Select Microsoft OLE DB Provider for SQL Server, click “next” or “connect” to enter this following interface



Confirm the server name for storing this database, information for logging on this serve, and the database name. After run test connection successfully Click (OK) button to complete settings

3.5 Set Password of Database

In order to ensure the database security, we may give the database to set a password, when the database is opened needs to input the password to prevent other people destroy the data

Clicks **setup database password** in the system administration menu, inputs your password to press the confirmation, please keep firmly in mind the password which you set. Has to revise this password, enter the set database password interface to input the new password once more.

4. 《END-USER LICENSE AGREEMENT》

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