License Activation Manual

ZKBio Time

Date: March 2023

Software Version: 8.0.8 & above

Doc Version: 6.0

English

Thank you for choosing our product. Please read the instructions carefully before operation. Follow these instructions to ensure that the product is functioning properly. The images shown in this manual are for illustrative purposes only.

For further details, please visit our Company's website www.zkteco.com.

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If there is any issue related to the product, please contact us.

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To know more about our global branches, visit www.zkteco.com.

About the Company

ZKTeco is one of the world's largest manufacturer of RFID and Biometric (Fingerprint, Facial, Finger-vein) readers. Product offerings include Access Control readers and panels, Near & Far-range Facial Recognition Cameras, Elevator/floor access controllers, Turnstiles, License Plate Recognition (LPR) gate controllers, and Consumer products including battery-operated fingerprint and face-reader Door Locks. Our security solutions are multi-lingual and localized in over 18 different languages. At the ZKTeco state-of-the-art 700,000 square foot ISO9001-certified manufacturing facility, we control manufacturing, product design, component assembly, and logistics/shipping, all under one roof.

The founders of ZKTeco have been determined for independent research and development of biometric verification procedures and the productization of biometric verification SDK, which was initially widely applied in PC security and identity authentication fields. With the continuous enhancement of the development and plenty of market applications, the team has gradually constructed an identity authentication ecosystem and smart security ecosystem, which are based on biometric verification techniques. With years of experience in the industrialization of biometric verifications, ZKTeco was officially established in 2007 and now has been one of the globally leading enterprises in the biometric verification industry owning various patents and being selected as the National High-tech Enterprise for 6 consecutive years. Its products are protected by intellectual property rights.

About the Manual

This manual introduces the operations of **ZKBio Time Software License**.

All figures displayed are for illustration purposes only. Figures in this manual may not be exactly consistent with the actual products.

Document conventions

Conventions used in this manual are listed below:

Symbols

Convention	Description
	This represents a note that needs to pay more attention to.
	The general information which helps in performing the operations faster.
	The information which is significant.
	Care taken to avoid danger or mistakes.
	The statement or event that warns of something or that serves as a cautionary example.

Contents

1 <u>Overview</u>

ZKBio Time provides unified management to customers in terms of time management and operational safety. It helps the customers to continuously improve safety management by affording a simple and efficient platform that can manage all the time and security-related aspects at a single instance.

Features

- With a powerful data handling capacity, the system can manage the attendance data of 10,000 employees.

- The visual and reliable operating procedure gives you years of attendance management experience.

- Automatic user management makes the system simpler and more efficient.

- The hierarchical management ensures user data security.

- The real-time data processing system ensures data availability to the administrators at any time.

2 <u>License Update Information</u>

You can view the software version and license details in the **About** option. It also provides numerous facilities such as;

- Online Activation

- Offline Activation

- License Update

- Export & Import License

- Downloading Mobile App, and more.

You can also download the fingerprint driver for using the USB fingerprint reader with your PC.

Below are the two methods to go to the **About** interface:

- **Method 1**: On the **Login** page, click **About** to view the About interface.
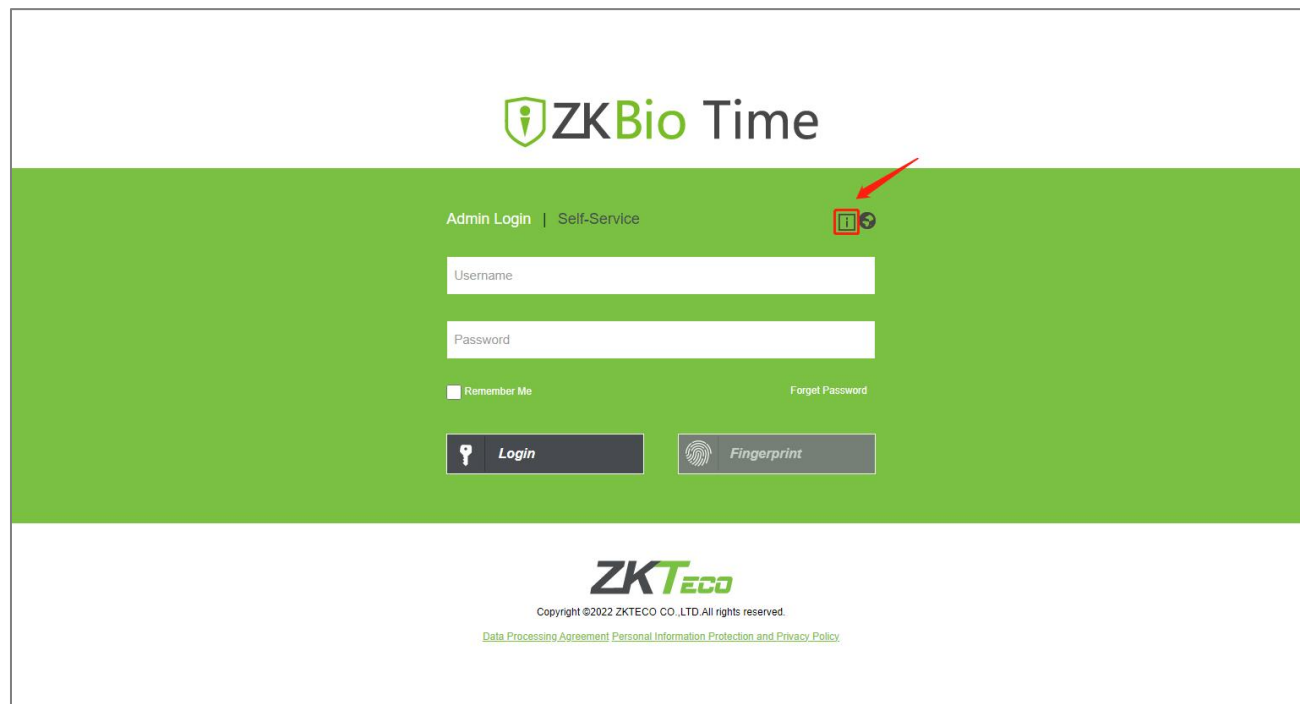
- **Method 2:** Login to the ZKBio Time software, click the profile icon , and then click **About** from the menu list.
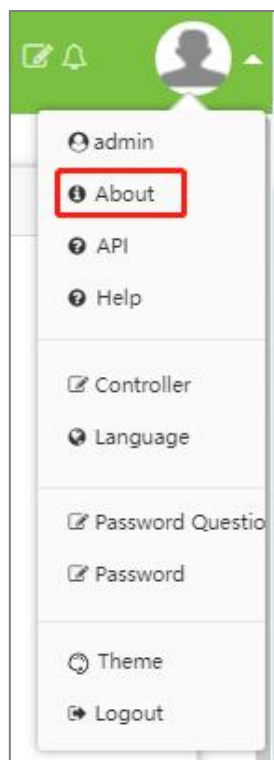
About interface
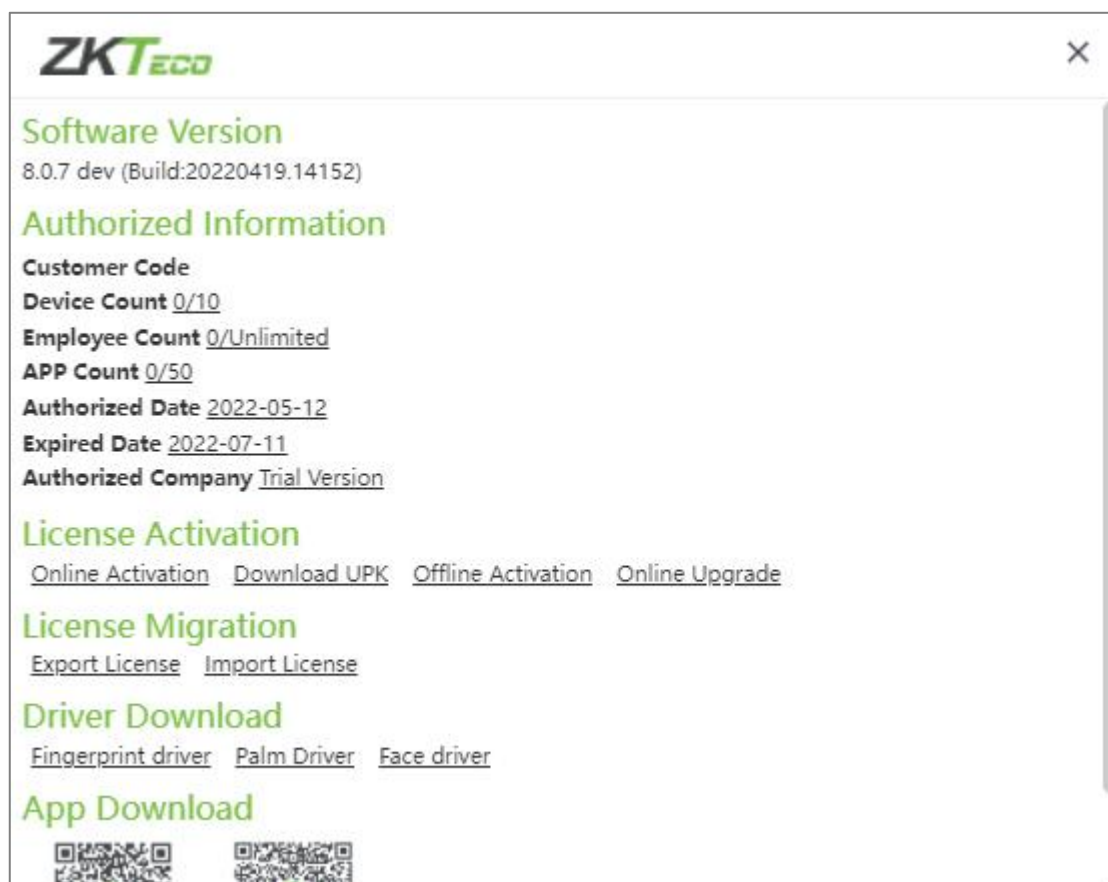
2.1   Online Activation

This method is used for activating the software using internet connection. In the case of software re-installation, please use this same method to activate the software again.

Before using this function, you should get the **.xml** document from your dealer for online activation.

- On the **About** interface, click **Online Activation** to perform the online license activation process.
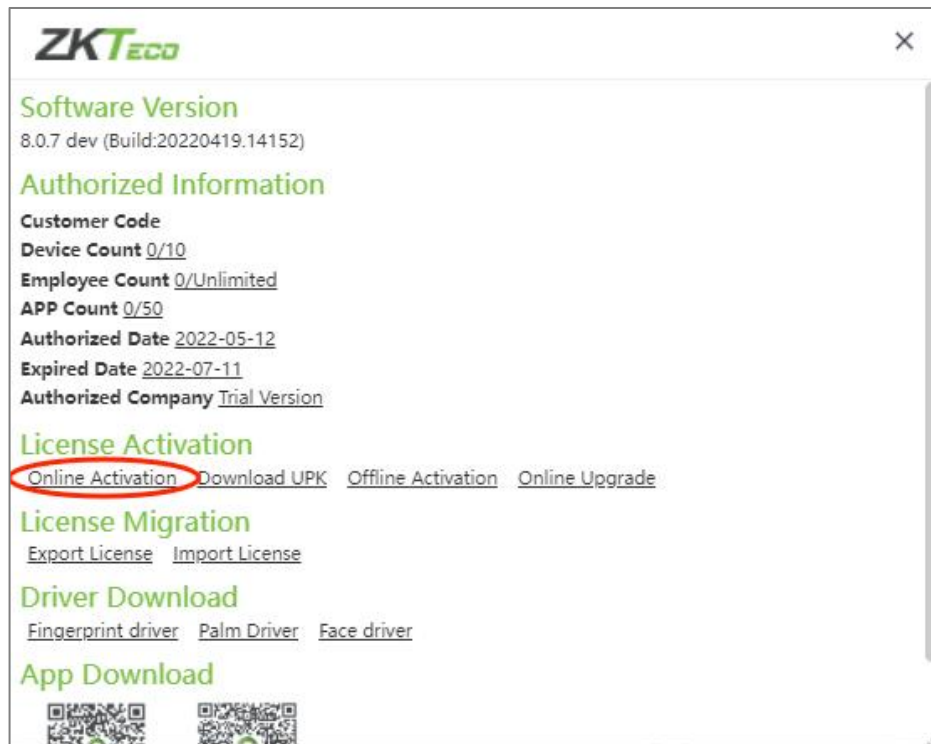
- On the **Authenticate** window, fill in the authentication information, that is the **Super Admin** username and password to process the online activation.

- On the **Online Activation** window, fill in the necessary registration information.

- On the **SN File** field, click **Browse** to select the xml file **XX_SN.xml** received from the sales team, and then click **Active** to activate your software.

Online Activation

Company* xm

Country* xm   City* xm

Email* 565954020@qq.com   Address* xmjm

Contact Person   Telephone

Industry Government   Supplier

SN File* Choose File Access secur...0929-SN.xml

Active   Cancel

2.2 Offline Activation

This method is used when the computer is disconnected with the network.

- On the **About** interface, click **Download UPK** to perform the online license activation process.
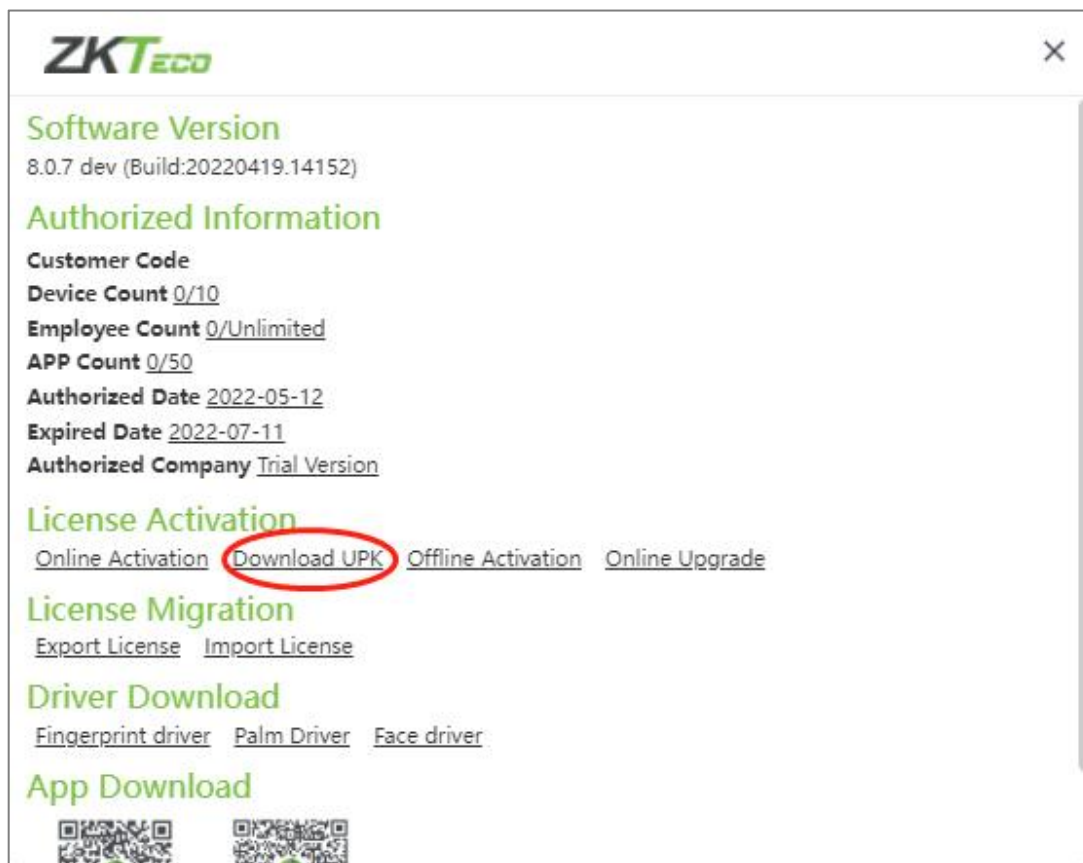
- On the **Authenticate** window, fill in the authentication information, that is the **Super Admin** username and password.

- On the **Download UPK** window, fill in the necessary registration information.
- On the **SN File** field, click **Browse** to select the xml file **XX_SN.xml** received from the sales team, and then click **Generate** to generate the **XX_UPK.xml** file.

- Once the **XX_UPK.xml** file is generated, you may access the following website to obtain the **XX_License.xml** file.
- Recommended to access https://www.zkteco.com/en/Index/Service/license_active.html link, as it is faster and saves your time.
- Or you may send the **XX_UPK.xml** file back to the sales team. Then the team will send you the corresponding **XX_License.xml** xml file.
- Once you receive the **XX_License.xml** xml file, on the **About** interface, click **Offline Activation.**
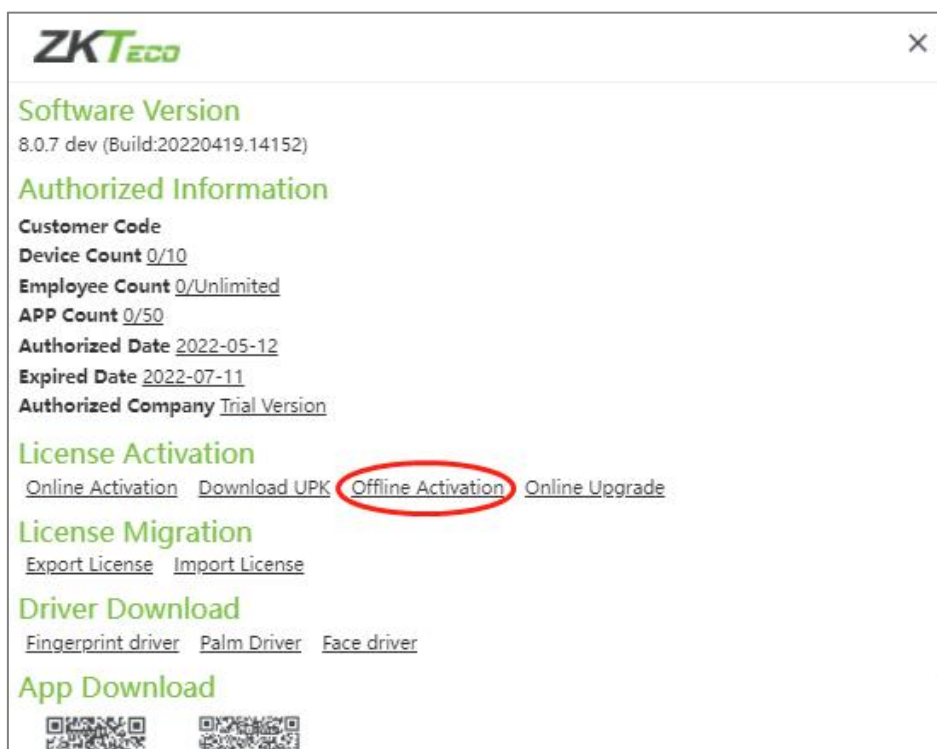
- On the **Authenticate** window, fill in the authentication information, that is the Super Admin username and password to process the offline activation.
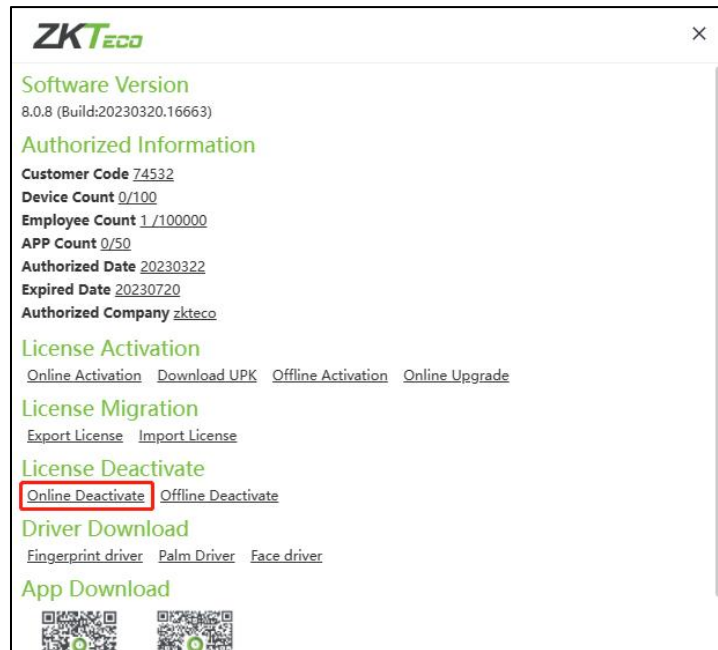

- On the **Offline Activation** window, click **Browse** to select the file **XX_License.xml**, and then click **Active** to successfully activate your software.
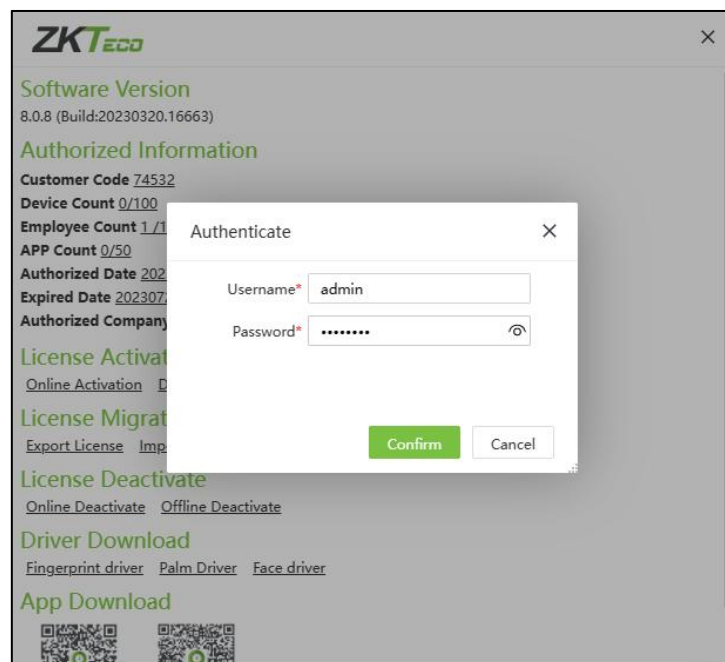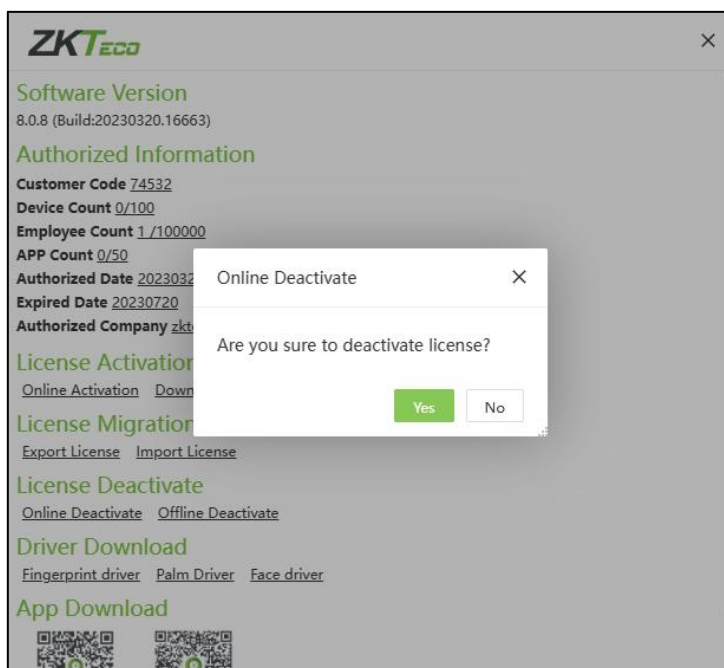
3   License Deactivate

3.1   Online Deactivate

Click[About] ->[Online Deactivate], as shown in the following figure.
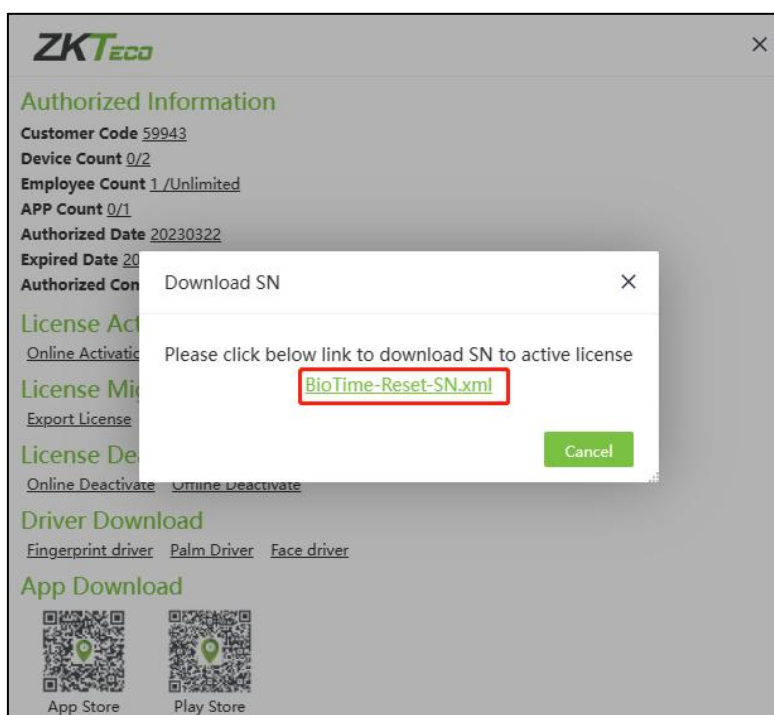

Enter the user name and password of the super administrator.

After confirming the operation, the user enters the following interface.
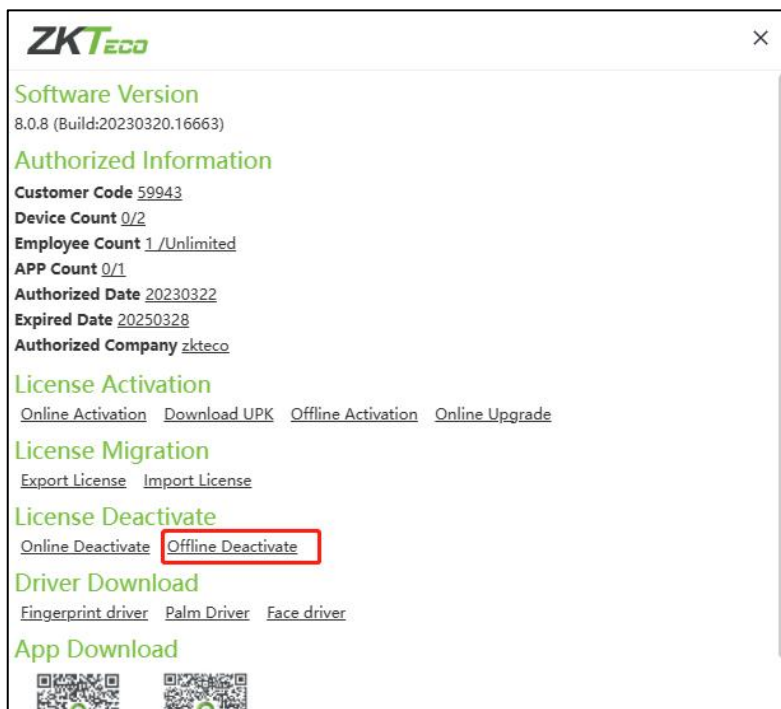

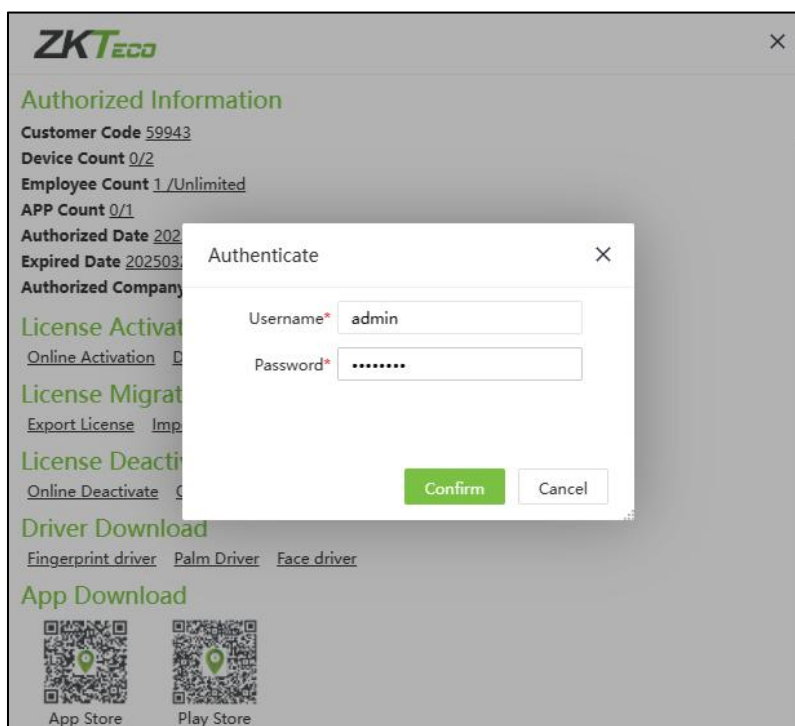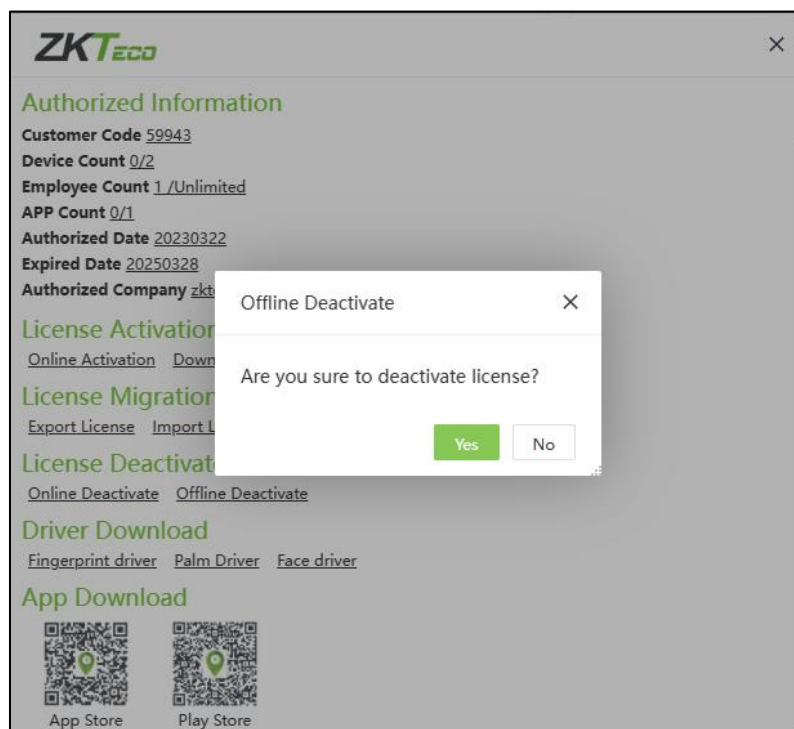Click to download the reset license, which can be used to reactivate the software.

3.2 Offline Deactivate

Click[About] ->[Offline Deactivate], as shown in the following figure.

Enter the user name and password of the super administrator.

The system will automatically download the file.

The user needs to transfer this file to technical support personnel for resetting.

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