Professional Access Control Software Manual

System Requirements

The following running conditions are recommended for the access control software:

Operating system: Windows 98 and above, including Win XP and Win Server

Database: MS Access and MS SQL Server

CPU: P2 800 MHz

Memory: 256 MB

Display: 1024×876 pixels

Software Installation

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Before installing the access control software, make sure that the minimum installation requirements are met (refer to System Requirements).

Procedure of installing the access control software:

- Install the database system. If the MS Access database is used, no installation is required, because the operating system itself provides this function. If the MS SQL Server is used, installation is required, and SQL2000 is recommended.
- 2. Install the access control software by following the installation wizard.
- 3. Switch over the database. If the MS Access database is used, no operation is required, and the software can directly run at the end of installation. If the SQL database is used, it is required to install the dedicated database system of the access control software into the SQL database, and then switch the database with the DataBaseSetup.exe tool under the installation directory, to enable the dedicated database.

After the software is installed and the database works normally, the access control software can run. The default startup user name is "admin" without password. After login, you can add more users.

Maccess Contr	ol System	Professional	×
Acces	ss co	ontrol	system
	User: Password:	þdmin	
		Ōĸ	Cancel (C)

Basic Work Flow

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- **1** Software installation
- 2 Running of the login software
- 3 Serial interface communication management.
- 4 Device management —Adding controller, entering the Serial No. (or IP address) and model, connecting with controllers to activate the communication
- 5 Settings of door parameters Time settings
- 6 Updating of control parameters
- 7 Defining of access control authority
- 8 Card Holder management Adding a person— Distributing cards— Authorizing personnel
- 9 Downloading card data
- 10 Data viewing

Note: The steps in red must be operated.

Access Control Device Management

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After startup, the access control software can manage all access control devices. The initial window after startup

is shown t	elow.														
Maccess Co	And a state of the second		and the second		And and a second se										<u> </u>
					Print(P) He Card Holder	elp(H) 🤳 Send card	data	8	Real-Ti	ne Event	r R	eal-time pa	trol 🚜Que	ry Entry	/Exit data
Controll													0.003	3.00	ervers
Serial Serial TCP/IP	Name	Status	Туре	Door											
				Pass ti No. Nam		s Time	1	2	3 4	5 6	7 1	{ Identif	y Stop Da	y Aver	t back
administrator	200	07-11-26 14	4:05:44	<u></u>]			Mess	sage							

On the access control device window, you can manage all access controllers (including 485 type and TCP/IP type). On the left pane in the above window, [Serial] indicates the 485 communication interface, and [TCP/IP] indicates the controller interface in Ethernet communication mode. Based on the controller actually used, select the corresponding communication interface.

Mccess	Control Sy	stem Profe	essional «	1.0 - [Con	atrolle
System (S)	Edit(E)	Manager (M)	Event (A)	Patrol (W)) Prin
Contr	roller 🔊 M	lap 🛛 🌉 En	try/Exit A	athority	Card
Contro	oller				
Serial	Name	Status	Type	Door	
TCP/	al	- 485 - TCP/IP	netware		

Checking 485 Interface

For the 485 communication mode, right-click [Serial] and select [Edit Serial Port] on the shortcut menu.

Serial	Name	Status	Туре	Door
Serial		Ne <u>w</u> serial p	ort	
		Ed <u>i</u> t serial	port	
	2.	<u>s</u> earch 485 c	ontroller	2
		New Control(<u>N</u>)	Ctrl+1
		Edit(<u>E</u>)		
Communicati	ion			×
Name: S	eria			
Serial port: 0	COM1			
Baudrate: 9	600	E		
Computer:			Get local nam	e

1. Adding a controller

Select the proper communication interface, right-click this interface and select [New Controller] on the shortcut menu.

Serial TCP/IP	me Status	Type Do	100	
1		al port		
	search 48	5 controller		
	New Contr	rol (M)	Ctrl+N	
	Edit(E).	*		
	Delete (D))		
	Send gont	troller parameter	()	
	troller			
١	Name: access c	ontroller		
Seri	ial No: 140578			
	Type: 1 door			•
By T	CP/IP			
IP Ad	Idress: 192.168.	0.100		
Domain I	Name:			
	Port: 8000			
	1. 41.0			More
	🗌 Disab	le		

Name:	Name of the controller.
Serial No.:	Serial number of the controller. You can find such information on the main board of the
	controller.
Model:	Model of the controller. The sequence number indicates the model: 1 at the first place
	means 1-door controller; 2 at the first place means 2-door controller; 4 at the first place
	means 4-door controller.

After a controller is added, the window is as shown below.

				- [Controller] atrol(W) Print(<u>_0×</u>
					lder 🛛 😽 Send card	data	🦉 R.	eal-Ti	me Ev	ent 🥝	Real	-time patrol	KQuery	Entry/Exit data
Control	ler												Acces	s Servers
Serial	Name access c	Status	Type	Door Door Pass time										
				No. Name 1. OpenTime1	Pass Time 0:00:01-23:59:59	1	2 :		0.5	100-10 IP	H *	. Identify Card only	Stop Day 2000-1-1	Avert back N

The left pane shows the controller, the upper right pane shows the doors and the lower right pane shows the opening time.

Controller status:

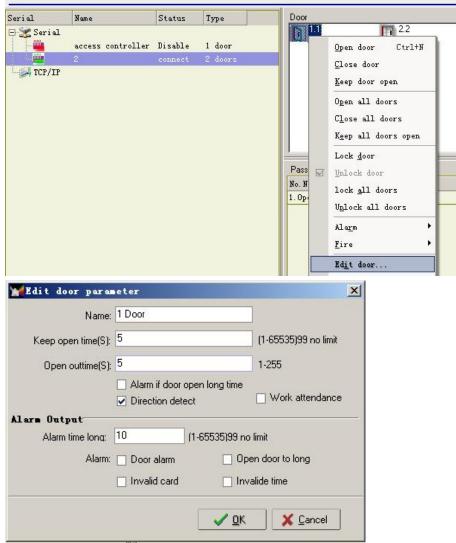
Red (shielding):	Prohibiting the communication between software and controllers. Usually, when the controllers are not installed or not working, or communication failure occurs, you can shield the controllers.
Yellow (disconnection):	In this status, the software attempts to communicate with controllers, but communication fails.
Green (normal connection):	In this status, the communication connection between software and controllers is normal, and data transfer is supported.

rial	Name		Status	Type	Door	200000000
😤 Serial	access c	ontroller	Disable	1 door	D 1.1	2.2
				2 doors	Door open	Door Close
TCP/IP	2		connect	2 doors		
CP/IP	2	Courses				
TCP/IP		Source		Event Update controller's		

In debug form, you can see the version of controller's firmware. Such as Ver 83.

Modifying door parameters

Double-click a door icon, or right-click it and select [Edit Door] on the shortcut menu, as shown below.



Name: Keep open time:

Open timeout:

Name of the door

The period in which the door is unlocked after a person swipes in, during which the person should go into or out of the door. When this period expires, the door is locked again.

After a person swipes in, the door is unlocked and then locked again when the opening duration expires. However, at this time, the door may be not closed, because the door may be still opened. If the door is still opened after this period expires since the lock enters the locking status, the system regards opening timeout. In other words, this value is the duration of too long opening.

Alarm of too long opening time: Reporting or not reporting an alarm when the door opens for a too long time.

 Bidirectional inspection:
 Inspecting the actions of going in the going out after a person swipes in. This function is only valid for the single-card identification mode.

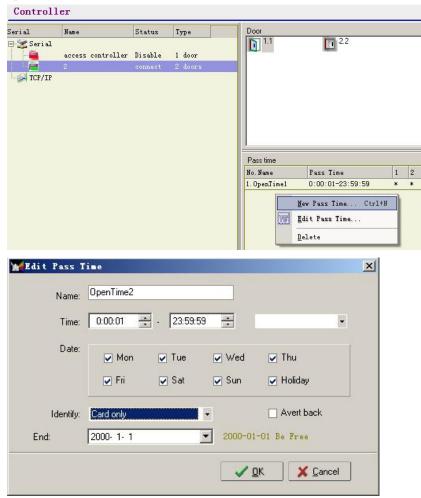
Work Attendance checkpoint:Indicating whether this door functions as an attendance checkpoint.If it functions as an attendance checkpoint, the swiping-in action
here can be used as attendance record.

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Alarm output:	Setting the alarm output when events occur at this door.
Alarm duration:	Setting the duration of the alarm at the alarm output point.
Door alarm:	Alarming when the door is illegally opened, without swipe-in or
	button pressing action.
Invalid card:	Alarming when an invalid card is used for swipe-in.
Too long opening duration:	Alarming when the door opens for a time longer than the preset
	opening timeout.
Invalid time:	Alarming when the swipe-in occurs out of preset period.

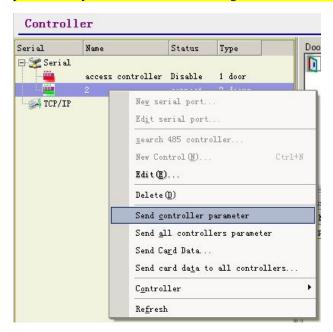
2. Door opening schedule

After adding a controller, you need to set opening time for each door. Select a door, and right-click on the opening time area.



3. Updating controller parameters

Note: All controllers, doors and opening schedules can be called controller parameters. After setting such parameters, you need to send the settings to the controller for activation.



Real-time Event

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After setting up communication connection with devices, the access control software automatically collects various record information, including swipe-in record, alarm record and change of door magnetic status. At the same time, it displays such information on the software window.

lime	Card No	No	Name	Source	Note	Extry/Exit			Full screen
007-11-26 15:17:20	00014132468	3	Bush	2 - 2	Entry access				Tan sereer
07-11-26 15:17:19	00014132468	3	Bush	2 - 2	Entry access	Time: 2007-11-26	15:17:20		
07-11-26 15:17:17	00013823283			2 = 2	Invalide door			821	
07-11-26 15:17:16	00013823283			2 - 2	Invalide door	N o: 3			D. CT
07-11-26 15:17:14	00013823283			2 - 2	Invalide door	Name: Bush			
07-11-26 15:17:13	00001728857			2 - 2	Invalid card				10.000
07-11-26 15:17:12	00001728857			2 = 2	Invalid card	Card: 0001413246	В		
07-11-26 15:17:12	00001728857			2 - 2	Invalid card	Source: 2			
07-11-26 15:17:10	00013823283			2 = 2	Invalide door	Source. 2			
07-11-26 15:17:08	00014132468	3	Bush	2 - 2	Entry access	Note: Entry acce	~~		
007-11-26 15:16:43	00014132468	3	Bush	2 - 2	Entry access	Boce. mary acco			
007-11-26 15:16:42	00013823283			2 - 2	Invalide door	Alarn			
007-11-26 15:16:38	00001728857			2 - 2	Invalid card	Time	Alarm	Source	
						2007-11-26 15:17:03	Door alarm	1/2	
						2007-11-26 15:16:56	Door release	1/2	
						2007-11-26 15:16:55	Door release	2/2	

Defining Authorities for In and Out

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This function is used to defining an access control authority in use. Here, the access control authority is equal to the post authority of a person. It allows the persons at specific posts to enter the specific doors at specific time. Click <In and Out Authority> on the toolbar.

Gontrolle	er 🔊 Map	a Entry/I	Xit Authority	Card Holder	r 🛛 🦊 Send card da	💈 Real-Time Event					Real-time patrol			
Entry/Ex	it Author	rity	Entry/Exit Au	- thority										
Authority	Note 🛆		Door-co	ntroller	Time	1	2	3	4	5	6	7	7 Но	Identify
24HourAllDoor			1 Do	or							1			
		1	_1.0p	enTime1	0:00:01-23:59:59	*	*	*	*	*	*	*	*	Card only

Right-click on the blank area on the right.

Name: 24HourAllDo	ho	_		٨	Vote	8					
cess											
100	Pass Time	1	2	3	4	5	6	7	Holiday	Identify	
- 🔽 🚺 1 Door L 🔽 1.0penTi	0:00:01-23:59:59	×	×	×	×	×	×	×	×	Card only	

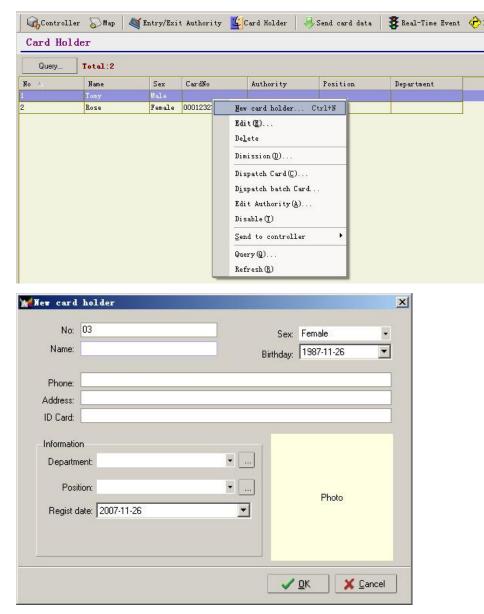
Card Holder

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The access control system is used to manage the coming in and out actions of personnel. Before the authorization operation, the basic information of the managed personnel must be entered into the software and cards must be distributed to them.

System(<u>S</u>) E	dit(E) Manage:	r (M) Event	(A) Patrol (() Print(P) Help	(H)	
Controll	er 🔊 Map 🛛	🍯 Entry/Exi	t Authority	🗳 Card Holder 📗	😽 Send card data	🦉 Real-Tim
Card Hol	der			Card Holder		
	100 C 100					
Query	Total:0					

On the Card holder management form, you can add/delete/modify the basic information of the managed personnel. Right-click a specific person and select the required operation on the shortcut menu.



Card distribution

Card distribution means distributing a card to a specific person for using. When this person swipes in, his working ID and name is displayed.

Select a person for card distribution, right-click this person and select [Distribute Card] on the shortcut menu.

Query	Total:2						
Δ.	Name	Sex	CardN	o	Authority	Position	Departm
	Tony Rose	Male Female	000	Edit (De <u>l</u> et Dimis: Dispa D <u>i</u> spa Edit J Disab	e sion (D) tch Card (C) tch batch Card Authority (A) le (T) to controller (Q)		
	e: Tomy e: 000]0				X	
Card No Passwor	**	No			, Only one type o	f card No	
Deeder(Dee	r): blank			-	Please read card	l	

Here, the card NO. can be entered in any of the following 3 ways:

- 1. Directly enter the card No. in [Card NO].
- 2. Use the special card distributor to read the card NO. Before reading the card, make sure the cursor is at [Card NO].
- 3. Use the card reader (after using a door as the card distributor, use the corresponding device as card reader). If the communication is normal, the software automatically reads the NO of this card and enters it into [Card NO].

Card Authorization

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To enable swipe-in with a card, it is required to authorize the card besides card distribution.

- 1. Set the opening time in the access controller property window and update the setting to the controller. Refer to the above operations.
- 2. On the window of defining authorities of in and out, define an authority. Here, the access control authority is equal to the post authority of a person. It allows the persons at specific posts to enter the specific doors at specific time.

Authorize a person

After entering the information of a person and distributing a card to him/her, it is required to authorize him/her. Right-click the person (one or more) for authorization and select [Edit Authority] from the shortcut menu.

Query	Total:2				
No 🛆	Name	Sex	CardNo	Authority	Position
	Tomy	Male			
				<u>Mew card holder.</u> Edit(<u><u>u</u>) Delete Dimission(<u>u</u>) Dispatch Card(<u>u</u>). Dispatch batch Card(<u>u</u>). </u>	•••
				Edit Authority(A)	l
				Disable(<u>T</u>)	
				Send to controlle	er 🕨

Select an authority.

Authority:	24HourAllDoor		-								
cess	Set by self 24HourAllDoor										
Door-contr	oller	Time	1	2	3	4	5	6	7	Н	Identify
1 Door 1.0penT	me1	0:00:01-23:59:59	×	×	×	×	×	×	×	×	Card only

Send to Controller

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After implementing card distribution and authorization for the managed personnel, you need to send such information to the controller for activation. After changing the card NO. or authority of in and out, it is also required to send the modification to the controller for activation.

Query	Total:2				
No 🛆	Name	Sex	CardNo	Authority	Positio
i	Tomy	Male -			
2]	Rose	Female	00012323122	24HourAllDoor	

Download the card data (select the person for transfer)

¥393	1.0000		C 117	1 10 11	-	
No	Name	Sex	CardNo	Authority	Position	Department
	Tomy	Male	(
	Rose	Female	00012323122	24HourAllDoor		
	Bush Femal		00014132468	<u>N</u> ew card hol Edit (E) Delete Dimission (D) Dispatch Car Dispatch bat	d(C)	
				Edit Authori Disable(T)	ty (A)	411 0.000.01
				Send to cont	rotter	All Controllers
				Query (Q) Refresh (<u>R</u>)	4	2

Debug Form

Fime	Source	Event
2007-11-26 15:21:17	Controller:2	Send card quantity3
2007-11-26 15:21:17	Controller:2 - 3	Send:Bush00014132468 ID: 3 successfully
2007-11-26 15:21:17	Controller:2 - 2	Send:Rose00012323122 ID: 2 successfully
2007-11-26 15:21:17	Controller:2 - 1	Send:Tomy0 ID: 1 successfully
2007-11-26 15:21:14	Controller:2	Updata controller's data
2007-11-26 15:21:14	Controller:2	Delete all holidaysuccessfully
2007-11-26 15:21:14	Controller:2 - 2	Send Time Zone!1-OpenTime1 successfully
2007-11-26 15:21:13	Controller:2 - 2	Send door parameter2 successfully
2007-11-26 15:21:13	Controller:2 - 1	Send Time Zone!1-OpenTime1 successfully
2007-11-26 15:21:13	Controller:2 - 1	Send door parameter1 successfully
2007-11-26 15:21:13	Controller:2	Updata controller's data successfully
2007-11-26 15:21:13	Controller:2	Update controller's timesuccessfully
2007-11-26 15:21:11	Controller:2	Update controller's timesuccessfully
2007-11-26 15:21:11	211246	connectVer83

Access Control Records

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The software can write records in real time. Such records comprise the data collected by the software from controllers.

ry/Exit data 🏼 🌫	Valuery Int	eal-time patrol	nt Quin	& Real-lime	I Send card data	nolder	- Lara	Authority	ntry/Exit	> Map 🛛 💐 LI	ontroller 友
ccess Serve	A									ent	l-time Ev
Eull scree			'Exit	Ext	Note	ource		Name	No	Card No	
					Entry access	- 2	2	Bush	3	00014132468	1-26 15:22:33
		5 15:22:33	:007-11-26	Tie	Entry access	- 2	2	Bush	3	00014132468	1-26 15:22:32
					Entry access	- 2	2	Bush			1-26 15:17:20
					Entry access	- 2	2	Bush	3	00014132468	1-26 15:17:19
			Bush	. Na	Invalide door	- 2	2)	00013823283	1-26 15:17:17
					Invalide door	- 2				00013823283	1-26 15:17:16
		58	001413246	Car	Invalide door	- 2	2		}	00013823283	1-26 15:17:14
				Sourc	Invalid card	- 2	2			00001728857	1-26 15:17:13
			6	5000	Invalid card	- 2	2			00001728857	1-26 15:17:12
		229	Entry acce	Not	Invalid card	- 2	2			00001728857	1-26 15:17:12
					Invalide door	- 2	2				1-26 15:17:10
				Alar:	Entry access	- 2	2	Bush		00014132468	1-26 15:17:08
	Source	Alarm		Time	Entry access	- 2		Bush		00014132468	1-26 15:16:43
	1/2	Door alarm	15:17:03		Invalide door	- 2			A	00013823283	1-26 15:16:42
	1/2	Door release	15:16:56		Invalid card	- 2	2			00001728857	1-26 15:16:38
	2/2	Door release	15:16:55	and the second se							

The software can query history records as well. The figure below shows the swipe-in queried swipe-in records.

Entry/Exit Da	ata							Access Server			
Query Tota	Query Total:28										
ime ∇	Card No	No	Name	Position	Dept	Source	Note				
007-11-26 15:23:59	00014132468	3	Bush			2	Entry access				
007-11-26 15:22:33	00014132468	3	Bush			2	Entry access				
007-11-26 15:22:32	00014132468	3	Bush			2	Entry access				
007-11-26 15:17:20	00014132468	3	Bush			2	Entry access				
007-11-26 15:17:19	00014132468	3	Bush		1	2	Entry access				
007-11-26 15:17:17	00013823283					2	Invalide door				
007-11-26 15:17:16	00013823283					2	Invalide door				
007-11-26 15:17:14	00013823283					2	Invalide door				
007-11-26 15:17:13	00001728857					2	Invalid card				
007-11-26 15:17:12	00001728857					2	Invalid card				
007-11-26 15:17:12	00001728857					2	Invalid card				
007-11-26 15:17:10	00013823283		1			2	Invalide door				
007-11-26 15:17:08	00014132468	3	Bush			2	Entry access				
007-11-26 15:16:43	00014132468	3	Bush			2	Entry access				
007-11-26 15:16:42	00013823283					2	Invalide door				
007-11-26 15 16:38	00001728857					2	Invalid card				
007-11-26 15:15:24	00014132468	3	Bush			2	Entry access				
007-11-26 15:15:18	00001728857					2	Invalid card				
007-11-26 15:14:52	00014132468	3	Bush			2	Entry access				
007-11-26 15:14:35	00014132468	3	Bush			2	Entry access				
007-11-26 15 14:31	00014132468	3	Bush			2	Invalid card				
007-11-26 15:14:28	00014132468					2	Invalid card				
007-11-26 15:11:40	00014132468					2	Invalid card				
007-11-26 15 11:17	00014132468					2	Invalid card				
007-11-26 15 11 06						2	Invalid card				
007-11-26 15 11:04						2	Invalid card				
007-11-26 15:10:49						2	Invalid card				
007-11-26 15:10:36						2	Invalid card				

End of file!