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Color Screen Fingerprint Time Attendance Terminal

Hardware Manual

Rev: 1.04

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I Notice for using

Thanks for purchasing Realand Fingerprint Time Attendance Terminal. Before using this product, please carefully read this manual, which helps you improve the efficiency of using this product.

2.1 Operating environment

- Avoid installing the Fingerprint Time Attendance Terminal at places where irradiated by strong light directly. The strong light affects the collecting of fingerprints and cause that the fingerprint validation can't pass normally.
- The operating temperature of Fingerprint Time Attendance Terminal is 0℃–45℃. Avoid using outdoor for too long time. The normal working of the Fingerprint Time Attendance Terminal will be affected if it is used in outdoor for long time; if it is necessary to use outdoor, the sunshade and cooling equipment are recommended in summer and warm keeping facility is recommended in winter to protect the Fingerprint Time Attendance Terminal.

2.2 About the system

- The Fingerprint Time Attendance System consists of two parts: Fingerprint Time Attendance Terminal and Attendance Management Software.
- The terminal is mainly responsible for the registration of the employees' fingerprints and daily check on work attendance; the software is mainly used to read the work attendance records of the terminal, process the

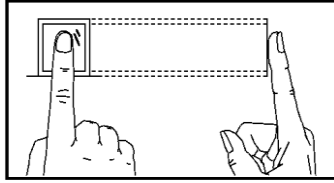
statistics by following the attendance rules set by the administrator, and generate various kinds of statistics report forms.

- Four communication modes are available between the terminal and PC installed the software: USB, TCP/IP and flash memory disk, while USB is the standard communication mode of the terminal.

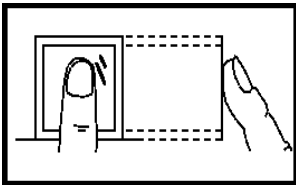
2.3 Pressing method

After installing the terminal, the fingerprints (forefinger and middle finger are recommended) will be registered first and then followed by the validating operation.

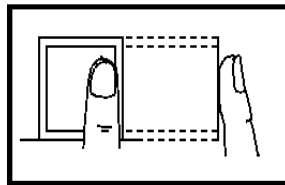
Correct pressing method: Press with your finger right on the fingerprint gathering window, with the fingerprint's centre aligning to the centre of the gathering window as much as possible. Finger pressing method is shown as follows:



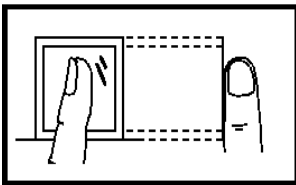
Correct



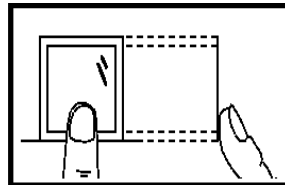
Too perpendicular



Too deflective



Tilting




Too low

Note: Please use correct finger pressing method. We are not responsible for the performance decrease caused by misoperation of the users. We reserve the right of final interpretation.

2.4 Quick guide


1.4.1. Turning on

After connecting the power cord, press the \odot key, the LCD displays the main interface and a long beep accompanies.

 **Note:** The power supply for the Color Screen Fingerprint Time Attendance Terminal must be DC 12V.

1.4.2. Accessing management and setting menu

Administrator validation is required to access the menu. The terminal has default administrator (job no.: 0, password: 888888). Press the [MENU] key and the main interface prompts “Administrator validates...” in the upper left corner; press the “0” key to input the default job number, press [OK] and then input the password “888888” to enter the main menu.

 **Note:** Please change the admin password or register new administrator after accessing the menu for the first time. After registering new administrator, the default one will be invalid and can't be used to access the menu.

1.4.3. User management

Select [User] in the main menu and press [OK] to enter the submenus. The submenus contain [Enroll] and [User]. Select [Enroll] to add new users, and select [User] to edit or delete users.

The user levels include [Common user], [Administrator] and [Super administrator], which have different authorities.

1.4.4. Flash memory management

Select [U-Disk] in the main menu and press [OK] to enter the submenus. The

[U-Disk] menu includes [GLogDownload], [SLogDownload], [UserInfoDownload], [UserInfoUpload], [MessageUpload] and [Firmware update].

1.4.5. Communication setting

Select [U-Disk] in the main menu and press [OK] to enter the submenus, including [Network setting] (optional), [Serial port setting] (optional) and [Connection setting].

1.4.6. System settings

Select [Setting] in the main menu and press [OK] to enter the submenus, including [Main Setting] , [Data management], [VerifyScreen], [Access control setting] (optional), [Power management] and [Self test function].

1.4.7. Log checking and setting

Select [Log checking and setting] in the main menu and press [OK] to access the submenu, including Warning setting and Log checking.

1.4.8. System information

Select [System information] in the main menu and press [OK] to enter the submenus, and check the system EnrollCount, fingerprint register number, validation log number, management log number, occupied memory, free capacity and device info.

II Function

2.1 Keypad

The keypad deployment is shown in Fig. 2-1:

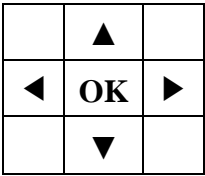
F1				F5
F2				F6
F3				F7
F4				F8
1	2abc	3def	ESC	
4ghi	5jkl	6mno	MENU	
7pqrs	8tuv	9wxyz	←	
*	0	#	⊙	

Fig. 2-1

The functions of keys are shown in Fig. 2-2:

- ESC To EXIT or CANCEL when operating the menu
- MENU To access the menu management
- OK To confirm current settings
- ← Backspace key
- ⦿ Power switch
- ◀ Scroll left while operating
- ▶ Scroll right while operating
- ▲ Scroll up while operating
- ▼ Scroll down while operating
- 0...9 To input numbers when operating or selecting menus
- F1 On duty attendance settings
- F2 Off duty attendance settings
- F3 Overtime on duty attendance settings
- F4 Overtime off duty attendance settings
- F5 Out attendance settings
- F6 Return attendance settings
- F7, F8 Reserved
- * Reserved
- # T9 input method language switch

Fig. 2-2

2.2 Menu

You can use the function keys and number keys to select menu, input numbers and perform other operations.

2.2.1. Constitution of the menu

The Menu consists of User Management, Flash Memory Management, Communication Settings, System Settings, Check Attendance Records and System Info. Each menu contains second level and third level menus and you can select to perform corresponding operations.

Press the [MENU] button to display the structure of the Menu:



➤ User:

Add new user, manage the users, and set users' authority.

➤ Flash memory management(U-Disk):

Download attendance log, management log, user info, upload user info,

upload message, firmware upgrade, etc.

➤ Communication settings(CommSet):

Network, serial port and connection settings

➤ System settings:

Set system parameters, data management, VerifyScreen, power management and self test function.

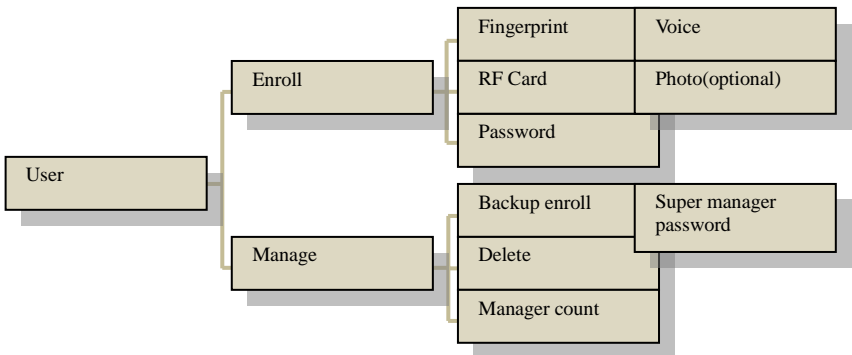
➤ Log checking and setting:

Log warning management, validate log warning, repeat confirmation time, checking validation log, log checking management, user registration checking

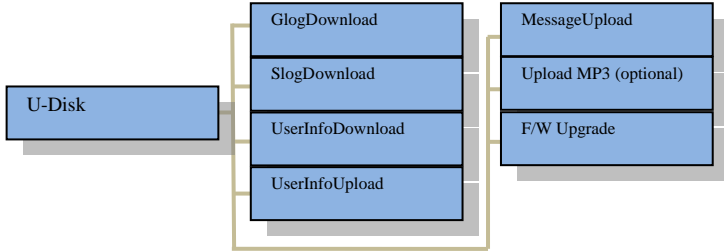
➤ System info:

Check the EnrollCount, fingerprint register number, occupied memory, and free capacity.

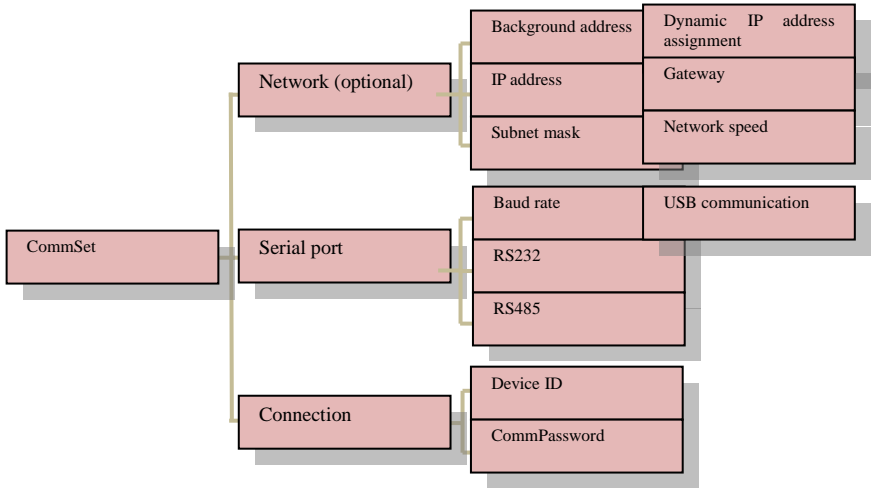
2. 2. 1. 1. Structure of User management menu



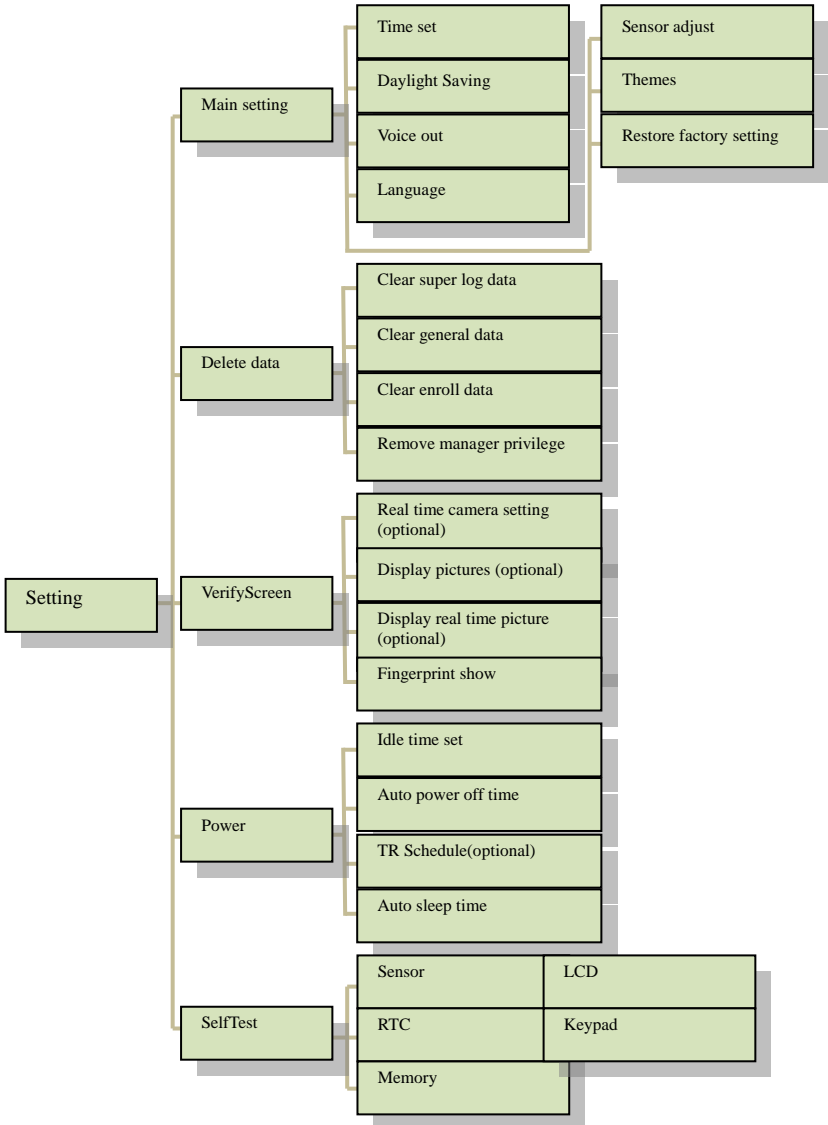
2. 2. 1. 2. Structure of Flash memory management menu



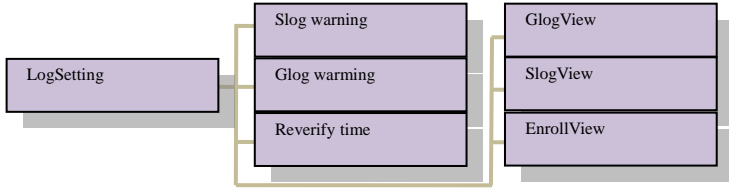
2. 2. 1. 3. Structure of Communication setting menu



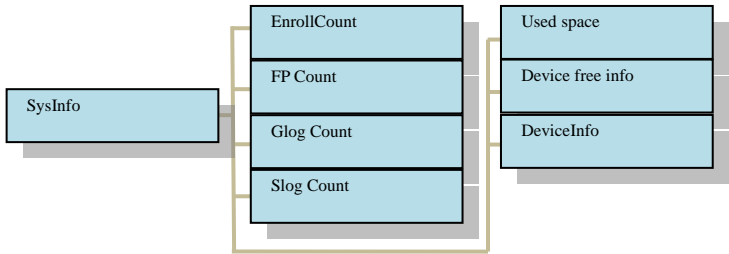
2. 2. 1. 4. Structure of System setting menu



2. 2. 1. 5. Structure of Log checking and setting menu




2. 2. 1. 6. Structure of System info menu



III Operating Instructions

3.1 Installing the Fingerprint Time Attendance Terminal

3.1.1 Fixing the Fingerprint Time Attendance Terminal

- Position: according to the screw hole position of fixing plate (provided), mark four positions for screws on the wall where the attendance terminal will be hung.
- Drilling: use tool to drill four holes with same size and depth as provided screws at the marked positions.
- Fixing plate: put the fixing plate at appropriate position in the drilling area and tighten the screws.
- Fixing: hang the terminal on the fixing plate.
- Turning on: connect one end of the power cord to the power inlet of the terminal and the other end to 220V power outlet, and then press the  button on the keypad to turn on the terminal.

3.2 Attendance button

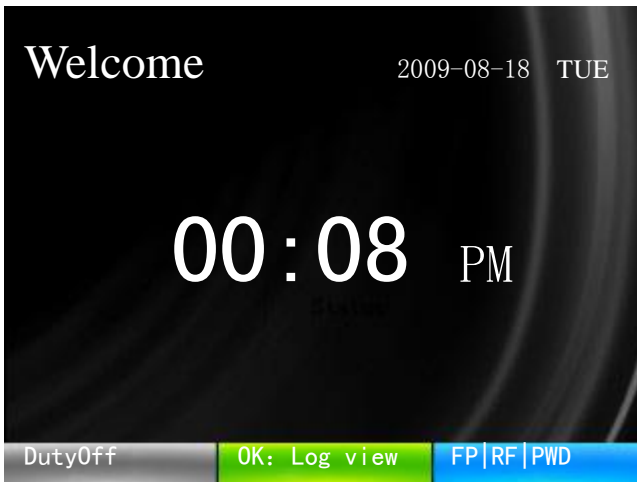
3.2.1 On duty attendance

In standby state, press the [F1] button to access on duty attendance and record the time of on duty attendance, as follows:



3.2.2 Off duty attendance

In standby state, press the [F2] button to access off duty attendance and record the time of off duty attendance, as follows:



3.2.3 Overtime on duty attendance

In standby state, press the [F3] button to access overtime on duty attendance and record the time of overtime on duty attendance, as follows:



3.2.4 Overtime off duty attendance

In standby state, press the [F4] button to access overtime off duty attendance and record the time of overtime off duty attendance, as follows:



3.2.5 Out attendance

In standby state, press the [F5] button to access out attendance and record the out time, as follows:



3.2.6 Return attendance

In standby state, press the [F6] button to access return attendance and record the return time, as follows:



3.3 User management

In normal working state, press the [MENU] button to access the Main menu directly after administrator validation, as follows:



In this interface, press the Direction button to view the menus. If [User] is selected, press the [OK] button to access level 2 menus, as follows:



[User] consists of two level 2 menus, which are [Enroll], and [Manage].

3.3.1 Enroll

Select [Enroll] in the [User] menu and input the serial number, name and level.

Press the # key to switch the input language. The operating interface follows:



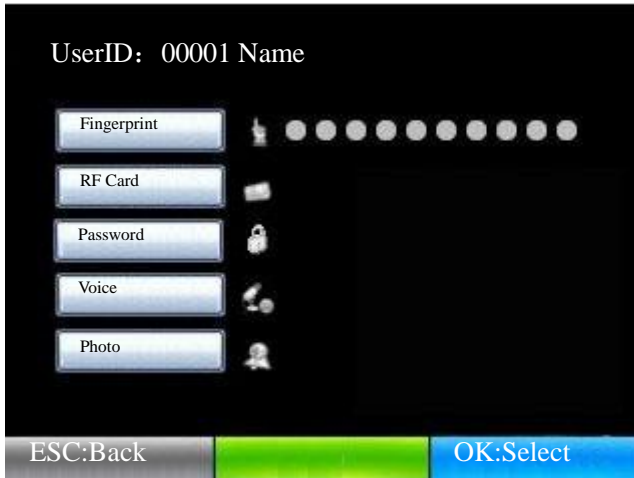
Press and hold the number (for three seconds) to select the character corresponding to the number, for example, press and hold 3 to input “l”.

Level: Common user, Administrator and Super administrator. Press the Left/right key to select.

After input, press “OK” to enter the register interface.

☑ **Note:** The T9 method is smart input method. It is famous for the efficient and convenient character input. This terminal supports T9 Chinese, T9 English and symbol input. The number keys 1-9 have three or four English letter. For example, number key 1 has three letters, which are abc. For T9 Chinese method, press the key where the letter locates once, and the program combines the pinyin according to the arithmetic. Press the Left/Right key to select desired pinyin, press and hold the number key for three seconds to input the character. The operation for T9 English method is the same. Press the # key to switch to T9 English method.

The register (validation) of the Fingerprint Time Attendance Terminal has five modes: fingerprint, RF card (optional), password (optional), voice recording (optional) and take pictures (optional), as follows:



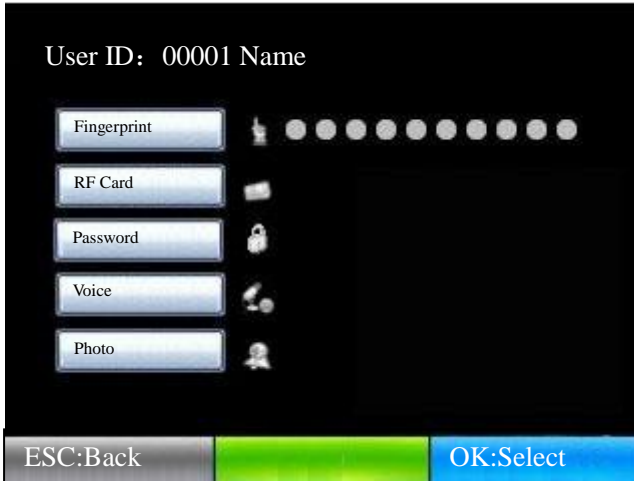
When the users register, each person only has one unique “No.”, which must correspond to the user number (job number) and register number in the time attendance management software; each “No.” can register up to 10 fingerprints.

3.3.1.1 Fingerprint register

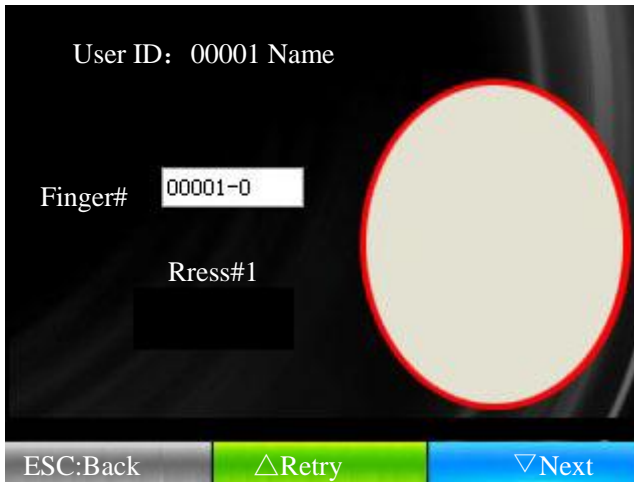
Step of registering fingerprints:

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [User] -> [Enroll] -> Input number, name and level -> [Fingerprint register] -> Press same finger for three times -> Save -> Exit.

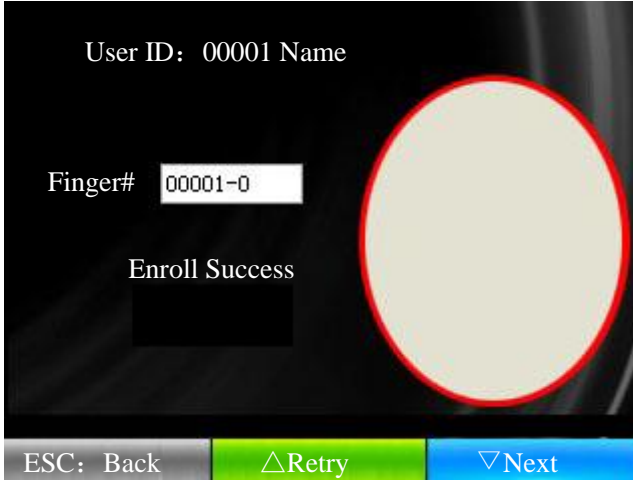
Refer to the following pictures for the details of the operation:



Select [Fingerprint] and press the [OK] button to display the following picture:



Press the fingerprint collector with a finger in correct method and move the finger away, and then follow the prompt to press the same finger for the second and third times; if the registration is successful, it displays the following picture:



Press the [▲] button to record ne fingerprint and press [▼] to register new fingerprint information and repeat the above steps.

3.3.1.2 Password register

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [User] -> [Enroll] -> Input number, name and level -> [Password] -> Input and confirm the password -> Save -> Exit.

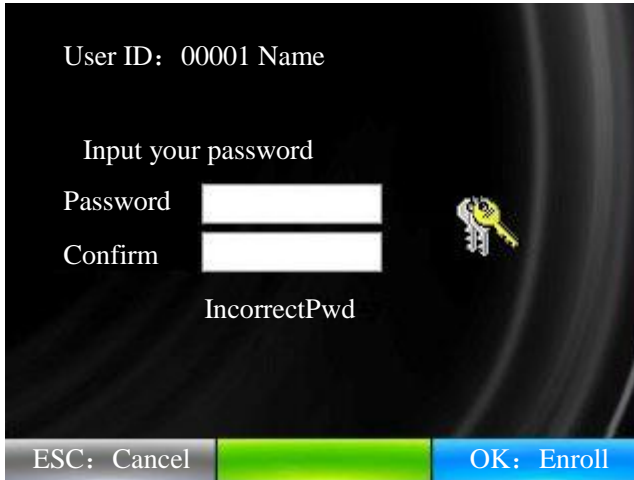
Refer to the following pictures for the specific operation:



Select [Password] [OK] button to display the following picture:



Input the password and press [OK]; if the password is valid, the register is successful and turns to the previous menu. If the password is invalid, it displays password error. Please re-input, as follows:



3.3.2 User management

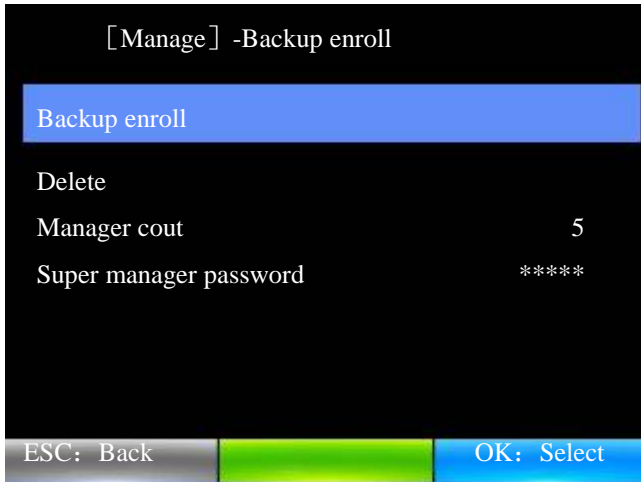
In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [User] -> [User] -> Edit user info, Delete register, Total administrators and “Super admin password”.

3.3.2.1 Edit user info

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [User] -> [Manage] -> [Backup enroll] -> Input number, name and level -> Press OK to save -> Exit.

Refer to the following pictures for the specific operation:

Select [User] in the [Manage] menu and press [OK] to have the following picture:



Select [Backup enroll] and press [OK] to confirm to have the following picture:

User ID 00001

Name 邓广东

Privilege User

OK ESC

Input the number, input new name and level and press [OK] to save the information to have the following picture:

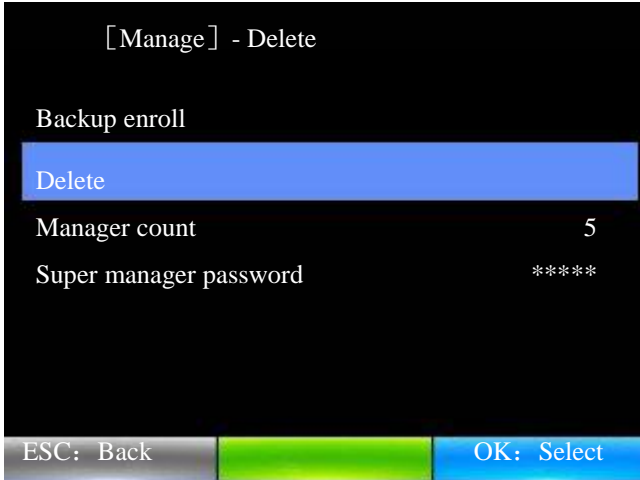


Select proper register mode, re-register or press the “ESC” key to exit the window.

3.3.2.2 Delete register

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [User] -> [Manage] -> [Delete] -> Input the number -> Press OK to delete -> Exit.

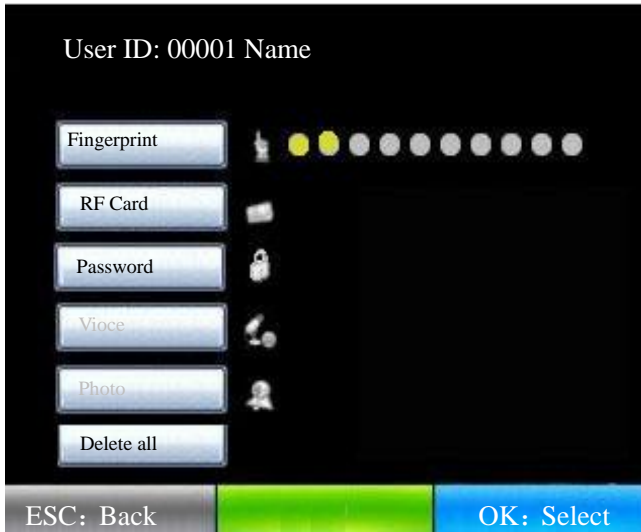
Select [Delete] in the [Manage] menu to have the following picture:



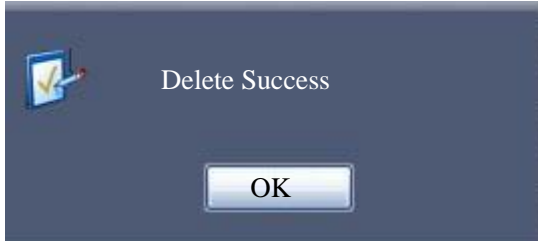
Select [Delete] and press [OK] to have the following picture:



Input the job number and press [OK] to delete the register information, as follows:



The user can select to delete fingerprint, RF card, password, voice or photo, or delete all. The prompt after deleting successfully follows:

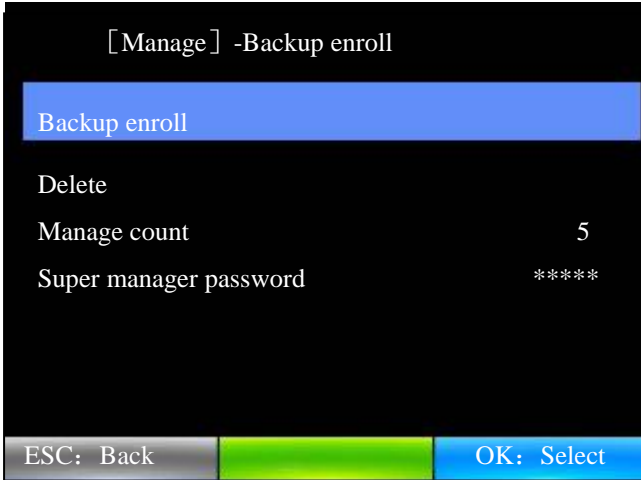


3.3.2.3. Setting total administrators

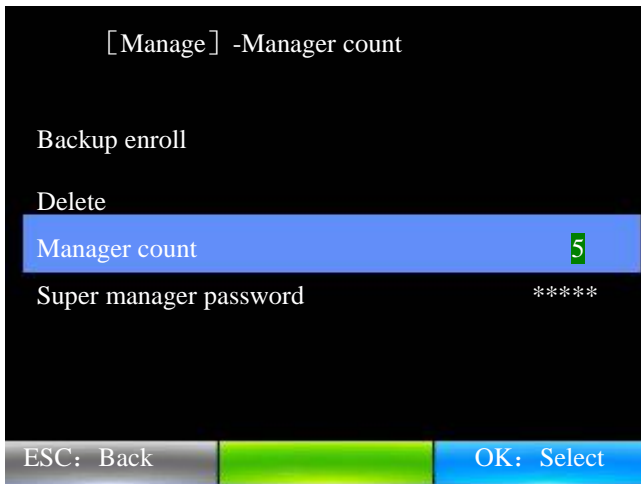
In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [User] -> [Manage] -> [Manager count] -> Press [OK] to set new total administrators -> Press OK to save.

Refer to the following pictures for the specific operation:

Select [User] in the [Manage] menu and press [OK] to have the following picture:



Select [Manager count] and press [OK] to have the following picture:



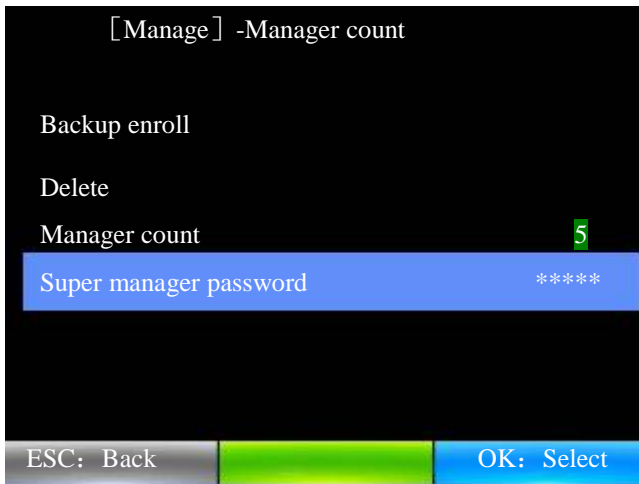
Input the new administrator quantity and press [OK] to confirm.

3.3.2.4. Super admin password

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [User] -> [Manage] -> [Super manager password] -> Press [OK] to input new admin password -> Press OK to save.

Refer to the following pictures for the specific operation:

Select [Super manager password] in the [Manage] menu and press [OK] to have the following picture:



Input new admin password (default: 888888) and press [OK] to confirm. If the user sets other super administrator, the default super admin password will be invalid.

3.4 Flash memory management

In the normal working state, press the [MENU] key and enter the main menu interface after administrator validation, as follows:



Press the direction key in the interface to view the menus, for example, select [U-Disk] menu and press [OK] to enter the submenu, as follows:



[U-Disk] consists of seven submenus, which are [GLogDownload], [SLogDownload], [UserInfoDownload], [UserInfoUpload], [MessageUpload] and [Firmware upgrade].

3.4.1 Download attendance log

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [U-Disk] -> [GLogDownload] -> Press [OK] to download the attendance log -> Back.

Refer to the following pictures for the specific operation:

Select [GLogDownload] in [U-Disk] and press [OK]. If the memory disk is inserted, the downloaded file format is AGL_001.TXT. The following picture appears:



If no memory disk is inserted or recognized, press [OK] to have the “Cannot find USB Disk” and the following picture appear:



3.4.2 Download management log

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [U-Disk] -> [SLogDownload] -> Press [OK] to download the management log -> Back.

Refer to the following pictures for the specific operation:

Select [SLogDownload] in [U-Disk] and press [OK]. If the memory disk is inserted, the downloaded file format is SLG_001.TXT. The following picture appears:



If no memory disk is inserted or recognized, press [OK] to have the “Cannot find USB Disk”.

3.4.3 Download user info

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [U-Disk] -> [UserInfoDownload] -> Press [OK] to download the user info -> Back.

Refer to the following pictures for the specific operation:

Select [UserInfoDownload] in the [U-Disk] menu and press [OK]. If the memory disk is inserted, the downloaded file is ENROLLDB.DAT. The following picture appears:



If no memory disk is inserted or recognized, press [OK] to have the “Cannot find USB Disk”.

3.4.4 Upload user info

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [U-Disk] -> [UserInfoUpload] -> Press [OK] to upload the user info -> Back.

Refer to the following pictures for the specific operation:

Select [UserInfoUpload] in the [U-Disk] menu and press [OK]. If the memory disk is inserted, the uploaded file is ENROLLDB.DAT. The following picture appears:



If no memory disk is inserted or recognized, press [OK] to have the “Cannot find USB Disk” .

3.4.5 Upload messages

In the normal working state, press the [MENU] button -> [Manager confirmation] to access [Menu] -> [U-Disk] -> [MessageUpload] -> Press [OK] to upload the messages -> Back.

Refer to the following pictures for the specific operation:

Copy the message file Message.txt to the flash memory disk and then insert it into the time attendance terminal. Click the [MessageUpload] in the [U-Disk] menu and press [OK]. If the flash memory disk has been inserted and the message file is normal, the following picture appears:

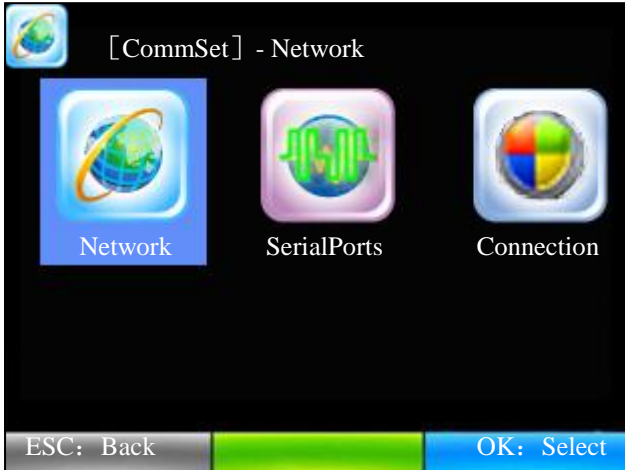


If no memory disk is inserted or recognized, press [OK] to have the “Cannot find USB Disk”. After uploading, the main interface displays the uploaded messages and the following picture appears:



3.5 Communication settings

In the main menu interface, press the direction key to view the menus. Select the [CommSet] menu and press [OK] to enter the submenus, as follows:



The [CommSet] menu consists of three submenus, which are [Network setting] (optional), [Serial port setting] (optional) and [Connection setting].

3.5.1. Network setting (optional)

Select [Network setting] in the Communication settings and press [OK] to have the following picture:



The [Network settings] menu consists of six submenus, which are

[Background address], [Dynamic IP address assignment], [IP address], [Subnet mask], [Gateway] and [Network speed].

1) Background address

Setting	Description
192.168.1.224	Set the background address in TCP/IP communication
Default	000.000.000.000

2) Dynamic IP address assignment

Setting	Description
Yes	Set the setting mode of IP address in TCP/IP communication
Default	No

3) IP address

Setting	Description
192.168.1.224	Set the IP address of the terminal in TCP/IP communication
Default	192.168.1.224



Note:

The IP address in LAN must be unique.

4) Subnet mask

Setting	Description
---------	-------------

255.255.255.0	Set the subnet mask of the LAN in TCP/IP communication
Default	255.255.255.0

**Note:**

The subnet mask must be same to the one in LAN.

5) Default gateway

Setting	Description
192.168.1.1	Set the default gateway of the LAN in TCP/IP communication
Default	192.168.1.1

**Note:**

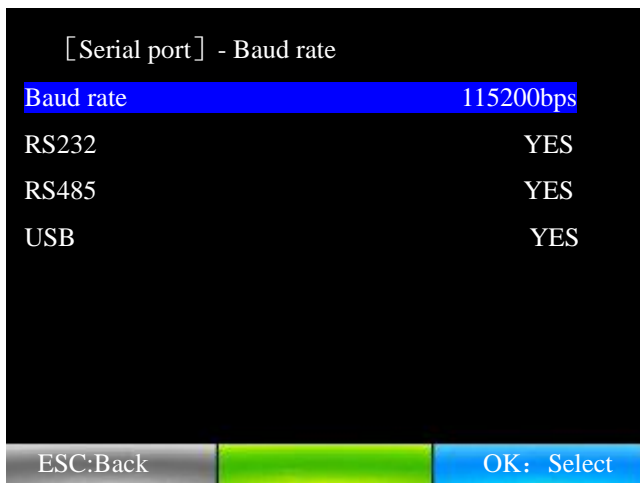
The default gateway must be same to the one in LAN.

6) Network speed

Setting	Description
100Mbps	Set the network speed in TCP/IP communication
Default	100Mbps

3.5.2 Serial port setting (optional)

Press [OK] in the Serial port setting menu to have the following picture:



The Serial port setting menu consists of [Baud rate], [RS232], [RS485] and [USB].

1) Baud rate

Setting	Description
9600	Set the baud rate of the communication port to 9600bps
19200	Set the baud rate of the communication port to 19200bps
38400	Set the baud rate of the communication port to 38400bps
57600	Set the baud rate of the communication port to 57600bps
115200	Set the baud rate of the communication port to 115200bps
Default	115200

2) RS232 communication

Setting	Description
Yes	Set the RS232 communication to on/off
Default	Yes

3) RS485 communication

Setting	Description
Yes	Set the RS485 communication to on/off
Default	Yes

4) USB communication

Setting	Description
Yes	Set the USB communication to on/off
Default	Yes

3.5.3 Connection setting

In this menu, press [OK] to have the following picture:



The Connection setting menu consists of [Device ID] and [Communication password].

1) Device ID

Setting	Description
1-255	Set the ID of the Fingerprint Time Attendance Terminal
Default	1

Note:

The Device ID is the unique identity of the terminal. If different terminals in the network have same ID, they can't work normally and the Fingerprint Attendance Management software in the PC will have error in getting the attendance data. Therefore, please pay attention to the uniqueness of the Device ID.

2) Communication password

Setting	Description
---------	-------------

0—999999	Set the access password in TCP/IP communication
Default	No

3.6 System settings

Press the direction key in the main menu to view the menus. Select [Setting] and press [OK] to enter the submenus, as follows:



The [Setting] menu consists of [Main Setting] , [Data management], [VerifyScreen], [Access control setting] (optional), [Power management] and [Self test function].

3.6.1 System parameters

Select[Main Setting]in the [Setting]menu and press[OK]to enter the submenus, as follow:



The [Main Setting] menu consists of [Time setting], [Summer time setting], [Voice prompt], [Language setting], [Collector adjustment], [Display style] and [Restore factory setting].

3.6.1.1 Time setting

Setting	Description
Time setting	Press the number keys to input the proper time, set the time of the Fingerprint Time Attendance Terminal and press [OK] to confirm.
Default	The time setting of the Fingerprint Time Attendance Terminal complies with the time of the computer with the Fingerprint Time Attendance Management Software. The time can be set in the Fingerprint Time Attendance Management Software.

3.6.1.2 Summer time setting

Setting	Description
---------	-------------

Summer time setting	Press [OK] to enter and set the calibration time to “Yes” or “No”. Press the number keypad to start/end the summer time.
Default	Calibration time: +0 hour Start summer time: 01-01 00:00 End summer time: 01-01 00:00

3.6.1.3 Voice prompt

Setting	Description
Yes	Press the Left/Right key to set the voice prompt.
No	
Default	Yes

3.6.1.4 Collector adjustment

Select [Collector adjustment] in the [Main Setting] menu and press [OK] to adjust the collector automatically according to the environment.

3.6.1.5 Language setting

Setting	Description
Simplified Chinese	Display the test on the interface in Simplified Chinese
Traditional Chinese	Display the test on the interface in Traditional Chinese
English	Display the test on the interface in English
Korean	Display the test on the interface in Korean

Default	Simplified Chinese
---------	--------------------

3.6.1.6 Display style

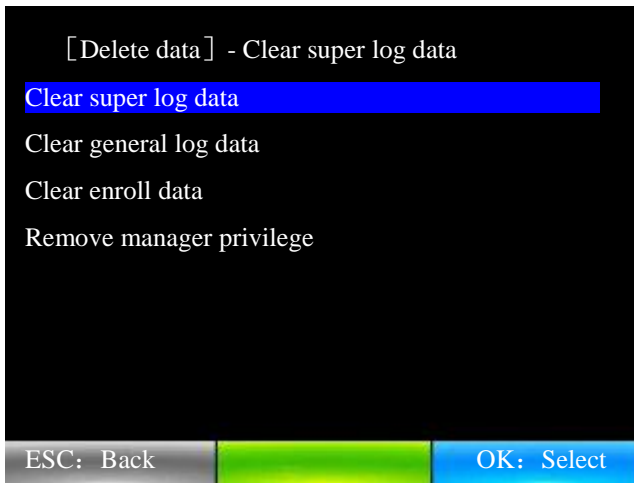
Select [Display style] in the [Main Setting] menu and press [OK] to select proper style with the Left/Right key. The system has three default styles.

3.6.1.7 Reset

Select [Restore factory setting] in the [Main Setting] menu and press [OK] to display the operation confirmation, and then press [OK] to restore the default settings.

3.6.2 Data management

Select [Delete data] in the [Setting] menu and press [OK] to enter the submenu, as follows:



The [Delete data] menu consists of [Clear super log data], [Clear general log data], [Clear enroll data] and [Remove manager privilege].

3.6.2.1. Clear super log data

Select [Clear super log data] in the [Delete data] menu and press [OK] to display the operation menu, and then press [OK] to Clear super log data.

3.6.2.2. Clear general log data

Select [Clear general log data] in the [Delete data] menu and press [OK] to display the operation menu, and then press [OK] to Clear general log data.

3.6.2.3. Clear enroll data

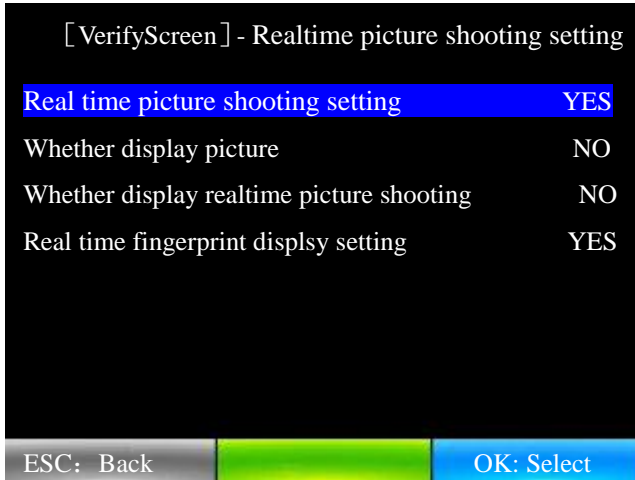
Select [Clear enroll data] in the [Delete data] menu and press [OK] to display the operation menu, and then press [OK] to Clear enroll data.

3.6.2.4. Remove manager privilege

Select [Remove manager privilege] in the [Delete data] menu and press [OK] to display the operation menu, and then press [OK] to delete all admin authority logs.

3.6.3. VerifyScreen

Select [VerifyScreen] in the [Setting] menu and press [OK] to enter the submenus, as follows:



The [VerifyScreen] menu consists of [Real time picture shooting setting] (optional), [Whether display picture] (optional), [Whether display real time picture shooting] (optional) and [Real time fingerprint display setting].

3.6.3.1. Real time picture shooting setting (optional)

Select [Real time picture shooting setting] in the [VerifyScreen] menu and press [OK] to enter the submenus, which are [Whether activate real time picture shooting], [Fingerprint picture shooting], [Card picture shooting] and [Password picture shooting].

1) Whether activate real time picture shooting

Setting	Description
Whether activate real time picture shooting	Set whether activate real time picture shooting
Default	Yes

2) Fingerprint picture shooting

Setting	Description
Fingerprint picture shooting	Set whether activate fingerprint picture shooting
Default	No

3) Card picture shooting

Setting	Description
Card picture shooting	Set whether activate card picture shooting
Default	No

4) Password picture shooting

Setting	Description
Password picture shooting	Set whether activate password picture shooting
Default	No

3.6.3.2. Whether display picture (optional)

Setting	Description
Whether display picture	Set whether display picture
Default	No

3.6.3.3. Whether display real time picture shooting (optional)

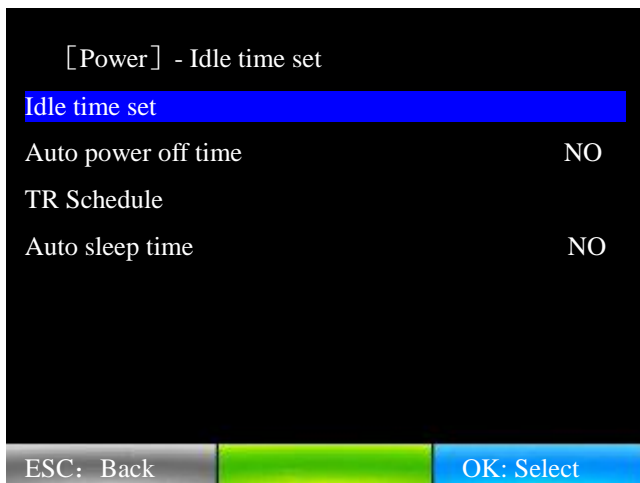
Setting	Description
Whether display real time picture shooting	Set whether display real time picture shooting
Default	No

3.6.3.4. Real time fingerprint display setting (optional)

Setting	Description
Whether display picture	Set whether display real time fingerprint.
Default	Yes

3.6.4 Power management

Select [Power] in the [System setting] menu and press [OK] to have the following picture:



1) Idle setting

Setting	Description	Default
Power off time: 1-9999	Set the time of idle power off	No
Sleep time 1-9999	Set the sleep time	No
Play color propaganda 1-9999	Set the time of playing color propaganda	No

2) Schedule power off

Setting	Description
No	Set the time of schedule power off
Default	No

3) Schedule state switch

Select [State switch] and press [OK] to have the following picture:

No	STime	ETime	Status
1	0: 0	0: 0	DutyON
2	0: 0	0: 0	DutyON
3	0: 0	0: 0	DutyON
4	0: 0	0: 0	DutyON
5	0: 0	0: 0	DutyON
6	0: 0	0: 0	DutyON

ESC: Back OK: Select

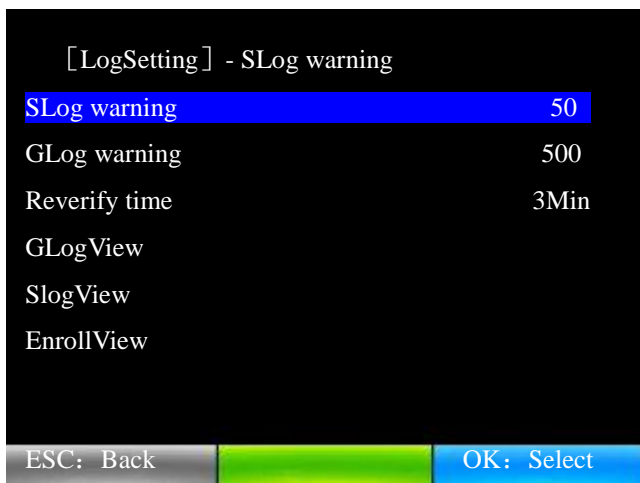
Set the schedule attendance state switch of the access control according to the on/off duty rule. Ten groups of time can be set.

4) Schedule sleep

Setting	Description
No	Set the time of schedule sleep.
Default	No

3.7 Log checking and setting

Select [LogSetting] in the main menu and press [OK] to have the following picture:



The [LogSetting] menu consists of six submenus, which are [SLog warning], [Validation log warning], [Repeat confirmation time], [Validation log checking], [Management log checking] and [User register checking].

1) Management log warning

Setting	Description
No	The Fingerprint Time Attendance Terminal doesn't warn the overflow of management log. If the management log overflows, the terminal overwrites the old management log.
1-100	The Fingerprint Time Attendance Terminal notifies the overflow of management log according to preset value. If the value is 50, the terminal will send warning from the 50 th log. If the management log overflows, the terminal overwrites the old management log.
Default	50

2) Validation log warning

Setting	Description
---------	-------------

No	The Fingerprint Time Attendance Terminal doesn't warn the overflow of management log. If the management log overflows, the terminal overwrites the old management log.
1-1000	The Fingerprint Time Attendance Terminal notifies the overflow of management log according to preset value. If the value is 100, the terminal will send warning from the 900 th log. If the management log overflows, the terminal overwrites the old management log.
Default	500

3) Repeat confirmation time

Setting	Description
No	The Fingerprint Time Attendance Terminal records all logs.
1-255	The Fingerprint Time Attendance Terminal won't record other logs in the repeat confirmation time. Only the logs exceed this time will be recorded.
Default	3

4) Validation log checking

Check all validation logs, or check the validation logs of all users or certain users in certain period according to the time and job number.

5) Management log checking

Check all management logs, or check the management logs of all users or certain users in certain period according to the time and job number.

6) User register checking

Check the registration information of all users or check user registration according to the job number.

3.8 System info

Select the [SystemInfo] and press the [OK] button to have the following picture:

[SysInfo] - EnrollCount	
EnrollCount	100
FP Count	500
GLog Count	1
SLog Count	38
Used space	24MB
Device free info	
DeviceInfo	

ESC: Back OK: Select

The [System info] menu consists of six submenus: [EnrollCount], [Fingerprint register number], [Validation log number], [Management log number], [Occupied memory], [Free capacity] and [Device info].

- [EnrollCount]: View the total number of user registrations.
- [FP Count]: View the total number of registered fingerprints.
- [GLog Count]: View the total number of the validation log.
- [SLog Count]: View the total number of the management log.
- [Used space]: View the occupied memory.
- [Device free info]: View the free capacity.
- [DeviceInfo]: View the information of the terminal, including the fingerprint capacity, log capacity, etc.

IV Troubleshooting

Q: Why the terminal can't find available device when serial communication is activated?

A: Operate in the following method:

1) Check whether the device ID, baud rate, device type and communication mode set in the management software accord with the settings of the terminal;

2) Check whether the serial port of the PC is connected to the RS232 cable properly; pull out and reinsert the cable;

3) Reduce the baud rate to 9600bps or change another PC;

4) If RS485 communication is selected, check whether the cable is connected properly; see the hardware manual for the wiring method;

If the problem still exists, please refer to the Warranty Card and contact local service center.

Q: Why the terminal can't find available device when USB communication is activated?

A: Operate in the following method:

1) Restart the terminal;

2) Check whether the USB cable is in good communication state; change with same type of data cable and reconnect;

3) Check whether the USB interface is in good contact; insert into another USB interface or change another PC to test;

4) Check whether the USB drivers are installed properly; if not, please follow the procedure below to install the drivers:

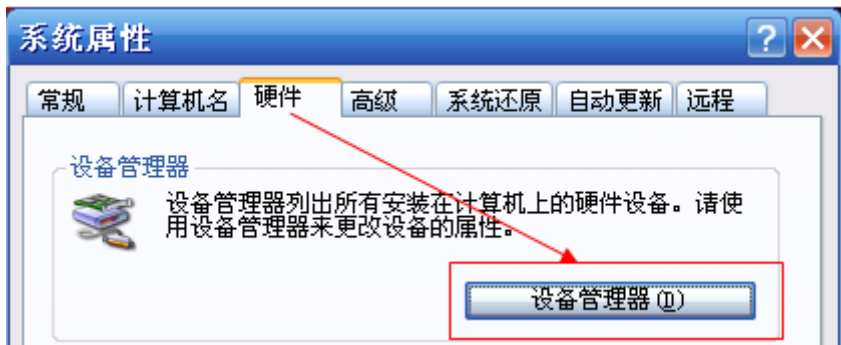
Click My Computer → Properties → Hardware → Device Manager → Find “SmackBio USB Moudle Ver 1.0” marked with yellow exclamatory point or question mark, and then right click Update Drivers → Install from a list or specific location (Advanced) → Select Search in this location, click Browse and select the USBDeviceDrivers folder in the software installation directory (e.g. D:\RIMS\USBDeviceDrivers), press OK → Next to complete.

Please refer to the following pictures:

Step 1: Right click My Computer → Properties



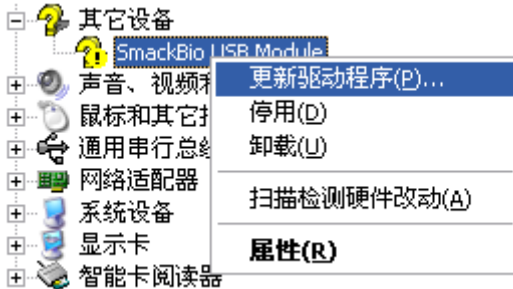
Step 2: Click Hardware → Device Manager



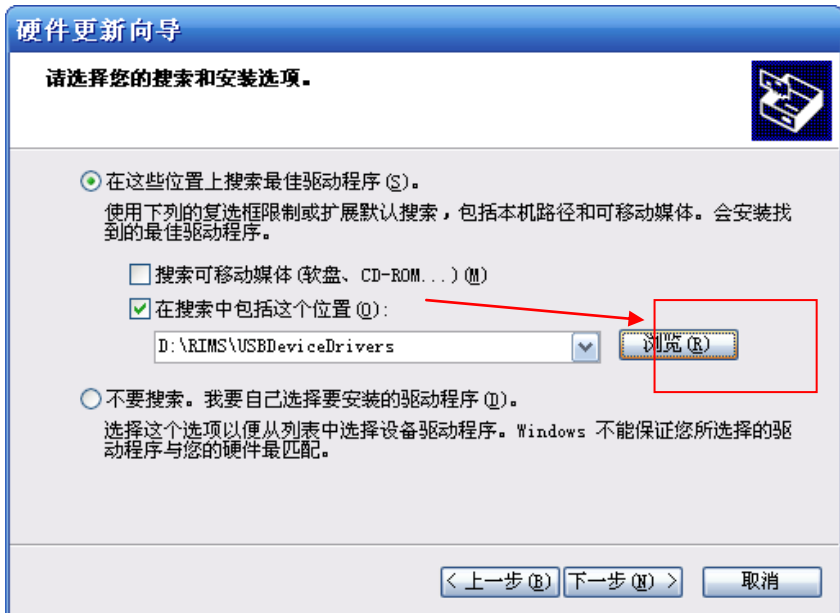
Step 3: Find “SmackBio USB Mouldle” marked with yellow exclamation point or question mark.



Step 4: Right click “SmackBio USB Mouldle” → Update Drivers.



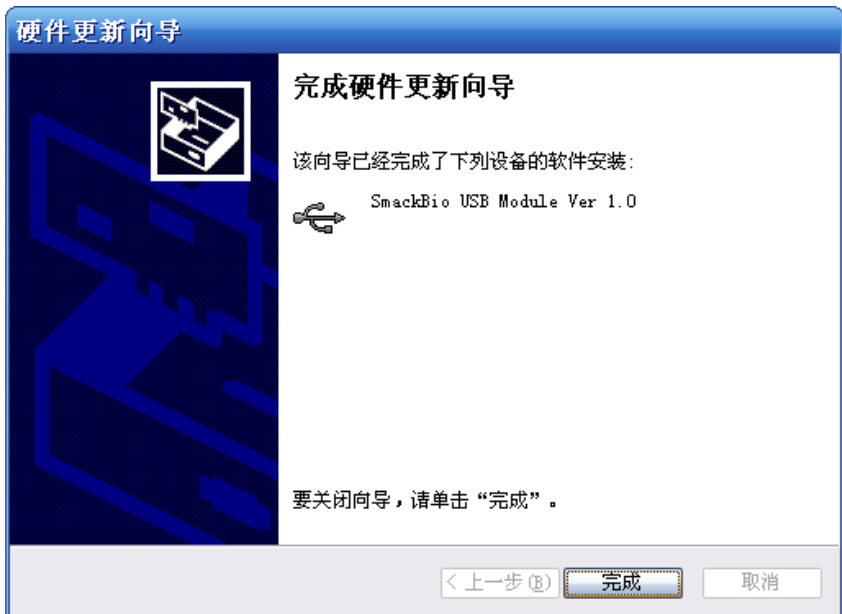
Step 5: Select “Install from a list or specific location (Advanced)” → Next → Select Search in this location, click Browse and select the USBDeviceDrivers folder in the software installation directory (e.g. D:\RIMS\USBDeviceDrivers).



Step 6: Click Next to search for the drivers.



Step 7: Complete the New Hardware Update Wizards.



Q: Why the terminal can't find available device when TCP/IP communication is activated?

A: Follow the steps below:

- 1) Access the [Add/modify device] menu in the management software and check whether the selected device type in the software is correct;
- 2) The communication mode must be TCP/IP and the searching range is the device number of the terminal; refer to the values set in the terminal for the IP address and port number;
- 3) The [Password] of the terminal is 0 by default; you can change it into your own private password;
- 4) Because the terminal communicates in specified port number, please make sure that the port isn't disabled by the firewall or any other network device (port 80 is available);
- 5) The terminal supports multiple network segments, but you need to pay attention to the setting of subnet mask.

Q: How to cancel the administrator authority of the terminal?

A: If you forget the administrator password of the terminal, you can clear with the management software. The specific steps are:

- 1) Connect the PC to the terminal with communication cable;
- 2) In the management software, select menu [Terminal management] -> [Cancel administrator authority];
- 3) Press the [MENU] button on the terminal again and you can access the menu of the terminal directly.

Q: Why the clock of the terminal is inaccurate after a period of time? How to adjust?

A: The clock chip of the terminal is same to other electric appliance and the error is unavoidable. It is regarded as normal if the clock error is

within ± 3 minutes in one month. You can adjust in the menu of the terminal, or use the management software, or synchronize to the PC time.

Q: What to do if there is no reaction or the reaction is slow when personnel press fingers to check attendance?

A: 1) Maybe the finger is too dry or too wet; the fingerprint sensor works in optical principle, and it will make the recognition too slow or even can't recognize. Please touch the wet towel with the finger, or wet the finger and wipe to 50% dry to improve the sensitivity and recognition rate;

2) The fingerprint of the employee is rubbed seriously; choose a finger with clear fingerprint and register;

3) The employee doesn't press in the proper way; keep the fingerprint surface parallel to the sensor to keep sufficient contact area and improve the sensing speed;

4) Access the menu [Main Setting] – Collector adjustment to set; if it still doesn't work, please contact local service center.

Q: Why the terminal senses automatically and asks to repress the finger even when no person checks attendance?

A: Reasons and solutions:

1) The terminal is irradiated by sunshine directly or the position where the terminal is placed has strong light; please move the terminal to another position;

2) The fingerprint sensor is stained with dirt; please wipe with wet soft cloth;

3) Access the menu [Main Setting] – Collector adjustment to set; if it still doesn't work, please contact local service center.

Q: Why the data can't be downloaded to flash memory even when the terminal is integrated with flash memory function?

A: 1) Various flash memory brands are on market and their qualities are different. Please select flash memory of famous brand (e.g. aigo, Netac, etc) and retry;

2) The flash memory must be formatted if it is used for the first time. To format, the file system should be FAT32.

Q: I use the attendance software for the first time. What should I do?

A: Refer to the manual of the attendance management software.

Q: How to operate the attendance management software?

A: Arrange the work order of the employees (if the order is fixed, set default order during registering employees) and collect data, sign card and register for the employees that don't check attendance or have special conditions, check on attendance and register overtime, leave, vocation, business trip and going out, and then process the attendance data in the report search to search reports.

1. Q: What's the operating procedure when new employee is enrolled?

A: Please refer to the operation instructions of "Add user".