Tokens

This section outlines how to add and delete token cards that allow an alternate method for users to turn the system on and off via a prox reader enabled Keypads. The system can also be configured to automaticall open a door if it has been fitted with an electric door lock. You should discuss this feature with your installer for more details on your particular installation.

A token is a small plastic tag card that has a unique ID. A user can place the token card in front of a keypad that has a built-in token reader to turn the system or specific areas on and off.

Access > Token >

Add Token

MENU 1-2-0

This menu allows a Master user the ability to add a new token for for those users that have been assigned to the same area(s) as the Master user.

Enter programming mode (PIN + MENU) then,

- Enter [MENU] + [1] + [2] + [0].
 A list of users will display on the keypad.
- 2. Use the [↑] and [↓] keys to select the user that you want to add a token for, then press [OK] to select.

U001 JOHN SMITH
U002 DEBBIE SMITH
U003 USER 3 NAME
Press ▲▼, OK or MENU

3. If you are using a keypad with built in reader the system will prompt you to present the token to the keypad. Once the token is presented the keypad we beep and return to the menu.

To Add token for U001 JOHN SMITH swipe new token

A Master user can only delete a PIN for those users that have been assigned to the same area(s) as the Master user. A Master user cannot delete their own PIN.

Access > Token >

Delete Token

MENU 1-2-1

This menu allows a Master user the ability to delete a token for those users that have been assigned to the same area(s) as the Master user

Enter programming mode (PIN + MENU) then,

- Enter [MENU] + [1] + [2] + [1].
 A list of users will display on the keypad.
- 2. Use the [↑] and [↓] keys to select the user who's token you want to delete, then press [OK] to select.

U001 JOHN SMITH
U002 DEBBIE SMITH
U003 USER 3 NAME
Press AV, OK or MENU

3. When prompted press the [OK] key to confirm token deletion.

Access > Token >

Token Status

MENU 1-2-2

This menu allows a Master user the ability to identify a token which has been programmed into the system. Only tokens that have been assigned to the same area(s) as the Master user cn be identified.

Enter programming mode (PIN + MENU) then,

- Enter [MENU] + [1] + [2] + [2].
 The system will prompt you to present the token to the keypad.
- Once the token is presented the system will display the owner of the token.

Token belongs to ur002
DEBBIE SMITH
Press OK or MENU

RF Keyfob

This section outlines how to add and delete RF keyfobs that allow an alternate method for users to turn an area(s) on and off. The RF Keyfob must be compatible with the RF Receiver that has been installed by the security company.

Access > RF Keyfob >

Add Keyfob

MENU 1-3-0

This menu allows the security installer or a master user to program the user's keyfob ID number.

Enter programming mode (PIN + MENU) then,

1. Enter [MENU] + [1] + [3] + [0].

A list of users will display on the keypad.

U001 JOHN SMITH

U002 DEBBIE SMITH

U003 USER 3 NAME

PRESS AV, OK or MENU

Use the [↑] and [↓] keys to select the user that you
want to add the RF keyfob ID, then press [OK] to select.
Alternatively, you can enter the user number you, then
press [OK].

The keypad will prompt you to enter the RF keyfob ID number:

Enter keyfob RFid for U016 User 16 Name 000000000 Press OK or MENU

- 3. Enter the RF Keyfob ID Number
- 4. Press [OK] to save and exit, or press [MENU] to exit without saving.

Access > RF Keyfob >

Delete Keyfob

MENU 1-3-1

This menu allows the security installer or a master user to delete the RF keyfob ID that has been assigned to a user.

Enter programming mode (PIN + MENU) then,

1. Enter [MENU] + [1] + [3] + [1].

A list of users will display on the keypad.

U001 JOHN SMITH
U002 DEBBIE SMITH
U003 USER 3 NAME
PRESS ▲▼, OK or MENU

 Use the [↑] and [↓] keys to select the user that you want to delete the keyfob, then press [OK] to select. Alternatively, you can enter the user number, then press [OK].

OK to delete Keyfob for U002 Debbie Smith 009553507
Press OK or MENU

3. Press [OK] to delete the RF Keyfob ID number and exit, or press [MENU] to exit without saving.

Access > User Properties >

User Name

MENU 1-4-0

This menu allows the master user to program the user's name. A maximum of 16 characters can be entered.

Enter programming mode (PIN + MENU) then,

Enter [MENU] + [1] + [4] + [0].
 A list of users will display on the keypad.

U001 JOHN SMITH

U002 DEBBIE SMITH

U003 USER 3 NAME

Press ▲▼ OK or MENU

 To program the user name, use the [↑] and [↓] keys to select the user that you want to program, then press [OK] to select. Alternatively, you can enter the user number you want to program, then press [OK].

The keypad will display the current user name.



- Use the [←] and [→] keys to scroll the cursor left and right across the user name text. Use the [↑] and [↓] keys to scroll through the different characters available. To clear all text from the cursor position to the right, press the [OFF] key.
- 4. When the user name is complete, press [OK] to save and exit, or press [MENU] to exit without saving.

Access > User Properties >

Area Assignment

MENU 1-4-1

This menu allows the master user to program which areas (1 to 4) a user can access. Each user can be assigned to one or multiple areas. The master user is restricted and can only assign another user to any one or multiple areas that the master user has been assigned to. At factory default, each user is assigned to operate Area 1.

Enter programming mode (PIN + MENU) then,

- Enter [MENU] + [1] + [4] + [1].
 A list of users will display on the keypad.
- 2. To assign areas to a user, use the [↑] and [↓] keys to select the user that you want to program, then press [OK] to select. Alternatively, you can enter the user number you want to program, then press [OK].

The keypad will display which areas the user has been assigned to.



- 3. Use the [↑] and [↓] keys to select the area that you want to assign to the user. Press the [ON] key to assign the user to the area (√ will display) or press the [OFF] key to disable the user from the corresponding area (√ will no longer display).
- 4. Repeat Step 3 until you have assigned the user to all areas that are required.
- 5. Press [OK] to save and exit, or press [MENU] to exit without saving.

Timer Groups

Timer Groups are used to restrict users from operating doors outside given times, days or holidays. To do this you need to create a time group, then assign one or more schedules to the time group to specify the access period, day of the week and holidays. To now restrict the user, they must belong also to the same timer group. This now restricts the user from accessing the system outside the nominated times and days within the schedules linked to the timer group.

User

Can only belong to 1 timer group.