

FR07

FACE RECOGNITION DOOR ACCESS CONTROLLER

User's Manual

Smart-pass System v1.5.9

Operation Manual

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1.System installation and home page display instructions

1.1.Start service access

According to the installation instructions, after installing the software, click copy t o copy the URL and paste it into the browser to access the system.



The local deployment access address is: http://localhost:9000/MIPS/

Initial top administrator: Account: system

password : 123456



1.2.Background interface

After the super administrator logs in the system correctly, the default working are a of the system is mainly composed of the following parts. The interface is mainly di vided into three large areas, including the top display area, the left main menu navig ation area, and the right main operation area. As shown below:



- ① Main function menu area: including workbench, equipment management, perso nnel management, attendance management, traffic management, configuration, system
- **2** Sub-function menu area: namely the sub-menu of each main function menu

1.3.Workbench

1) Statistics on the number of face brushes: the number of face brushes by employee s, visitors, and strangers on the day and their respective cumulative face brushes, the sum of the number of face brushes on the day and the sum of the cumulat ive number of face brushes.

2) Equipment statistics: the number of online devices and the number of offline devices.

3) Real-time monitoring: The real-time monitoring module automatically refreshes after about 5s after there is new face data,

4) Last time attendance: display the pie chart of the previous time attendance distribution of all personnel, click to view more to jump to the attendance record interf





Real-time monitoring: The real-time monitoring module automatically refreshes af ter about 5s after there is new face data, there is an alarm switch, when the real-tim e monitoring of high-temperature people passing, the computer will sound an alarm



2.System display and initialization

2.1.System Display

2.1.1.System display language switch

The default language of the system is Chinese (Simplified), click on the far right s ide of the top navigation bar to switch the language. Currently, four languages includ ing **Chinese Simplified, Chinese Traditional, English, Spanish and German** are supp orted.



中文(简体)	
中文(繁体)	
English	
한국어	
Español	
Deutsch	

2.1.2 System display theme switch

The default theme color of the system is gray-blue version. Click the theme color button on the right side of the top navigation bar to switch the system theme color.



2.2 Initial site configuration

Site settings

>
 Click [Configuration] [Site Management] in the system to enter the site manageme

nt interface.

					 nello, system 🖂 🗌	• • •	English
Config	Dashboard Confi	; Site 👻					
ConfigSite	Ste name	domain name	Sile ID	Site Directory	status		
Message Template	Picese set the site	locathost	1	waw	enable		
rson							
D dance							
7 165							
AQ.							
en r							

>
□ Click on the site name column to change the site information

Site name	domain name	Site ID	Site Directory	status
Please set the site	localhost	1	www	enable

IOn this page, you can change the basic information of the site, such as site name , site directory, etc.

	Basic information	settings
	Site ID:	1
	* Site name:	Please set the site
	* Site Directory:	www
	* domain name;	http:// 💌 localhost
	Site description:	enter a site description
		Save

Click [Extended Configuration], you can modify other configurations of the site, such as pass configuration, watermark configuration, file upload configuration, etc.

Please set the site	Basic Information Extended config		
	Daily limit	- + enter an integer between 0.099690, 0 r	rolans unimited
	Watermark configuration		
	* Watermark status:	Use image watermark O Use text watermark O No	watermark
	File upload configuration		General configuration
			Watermark
	Image file types allowed to upload	jpg 🕘 +3 🔻	configuration File upload
			configuration
	* Single picture file size limit.	0 MB *	
		0° means no limit, the delauff is 0	
	Document types allowed to upload:	doc 🕘 +4 👻	
	* Single document size limit	0 MB *	
		0° meann no limit, the default in 0	
	* Types of attachments allowed:	Set allowed type *	
		zip	

The file upload configuration is as follows:

ile upload configuration			
Image file types allowed to upload:	jpg 🌚 + 3		
* Single picture file size limit:	0	MB	v
	"0" means no limit, the default is 0		
Document types allowed to upload:	doc 🌚 + 4		3
* Single document size limit:	0	MB	7
	"0" means no limit, the default is 0		
* Types of attachments allowed:	Set allowed type		
	zip		
* Single attachment size limit:	0	MB	Y
	"0" means no limit, the default is 0		
	O Local server		-

3.Equipment management

Device management is mainly for device management. The specific location direct ory is shown in the figure below:



3.1.Device connection System

Note: When the device logs in to the background, do not stop the background software for a long time. When the equipment continues too much records, it will cause the system to crash.

3.1.1.Confirm version

Before the device logs in and connects to the background, please confirm whethe r the download is the LAN version or the cloud version. The LAN version installation package name is smart_pass_setup_v1.**_LAN.exe, and the cloud version name is smar t_pass_setup_v1.**_WAN.exe. For the local area network version, please read the steps of [3.1.2 LAN-device connection background], and for the cloud, please read [3.1.3 clo ud-device connection background] steps.

3.1.2.LAN-device connection System

The LAN version in the local area network system does not provide the entrance of the newly-built device. When the device and the server (computer) are in the sam e LAN, the device list page will automatically appear on the device list page after log ging in to the LAN on the device.

> Step 1 : Device login to LAN

Click the settings icon in the upper right corner of the device, enter the passwor d to enter the settings center

System Settings Center
log in
App Settings
Pass Record
Face Entry
Custom

🔇 🏠 Login Setti	ngs
Password Settings	>
Login LAN	>
ا	

Enter the computer ip address (the computer and the device must be in the same LAN)



> Step 2: Device list display

After the device successfully logs in to the system, the system device list will sho w the device just logged in and its status is online. If it does not appear, please click the right mouse button on the device management tab to refresh it manually. If it d oes not appear, confirm on the device whether the server IP is entered correctly and whether it shows login success.

A	Device	Dashboard	Device	Refresh			
Device	Device	C New	Group	Close Close Other	ete	Batch Er	nployee A
	Configuration	Device	Grouping	Close All	All	▼ A	Access Type
Person	Advertising \lor			-	Device Key		Dev
() Attendance	Questionnaire 🗸				7102E8609F	E333BC	Dev
4 Pass					F40F2B6CB	5EF9483	
The second secon							

> D Step 3: Set the initial LAN communication password

After the device is logged in, if it is the first time to log in, you need to confirm the initial password of the device, click the device serial number (blue font) on the list display page, select the network configuration, and modify or confirm the initial password of the device in the network configuration:

Note: The new and old passwords need to be the same when setting for the first time, that is, the default old password is 12345678. Enter the new

password 12345678 and click Save. If successful, the initial password is

complete.

≡					
n north	Device	Dashboard	Device ×		
Devic	Device	Re New Grou	ip 💼 Del	ete Batch Emp	loyee Auth Down
at-	Configuration	Device Group	bing Status:	All 🔻 Acc	ess Type: All 🔻
Person	Advertising \lor			evice Key	Device Name F
Attendance	Questionnaire 🗸		. 7	102E8609FE333BC	测试 4
4 Pass				40F2B6CB6EF9483	DLX 0
The config					
System					
Device	× Device-Detail	×			
	Device details	Network Configuration	Basic configuration	Recognition mod	e Temperature&Fac
	LAN communica	tion password			
		* Old password: 12	345678		
		* New password: Er	iter a new password		
		Sé	ive		

> Step 4 : Confirm that the system can operate the equipment

After setting the initial LAN communication password, return to the list display pa

ge (device management), select [Other Operations] in the device operation bar, and cl ick [Remote Door Open] to confirm whether the device is really connected to the sys tem. If it shows that the door is opened successfully, it means that the device is succ essfully connected to the system!

A .	Device	Dashboard Device +	Eevice-Detail x								
	Device	D New Group	a Delete Batch Emp	loyée Auth	Download Pe	rson	E Record C	Collection Ø Rem	ole Control ~	O Batch	Configuration 👻
1.	Configuration	Device Grouping	Status: All + Acc	ess-Type: All		device nam	ie/device key	Q			
ison D	Advertising U		Device Key	Device Name	Persons	Photos	P	Last Activity Time	Status	Access Type	Operating
dance	Questionnaire 🤝		7102E8509FE3338C	测试	4	7	192.168.1.97	2020-10-24 19:03:59	Office	EnferOut	Betete Second The Operations
; 155			E FAGE286C86EF9483	DLX	0	0	192.168.1.100	2020-10-26 14:50:51	Ortime	EnterOut	Detete Vew Custom Configuration Provide configuration Coher Operations +
i afg									-	ner2 10/pr	nge v @ Reboot al Go to 1
≯ Aem											() Set Time
									/		

3.1.3.WAN-device connection System

□ Step 1: Log the device into the WAN











Note: The secret key here is the cloud communication password, which must be

the same as the cloud communication password when creating a new device in step

➢ □ Step 2: New Device

Note: To use the cloud version, you need to open the two ports 10011 an d 10010 on the server.

After the device is logged in to the cloud, click the [New] button on the system I ist to jump to the new device page, as shown in the figure below. Fill in the basic in formation of the device in the new page, where [Cloud Communication Password] ne eds to be consistent with the cloud communication password entered when the device e logs in to the cloud. Click [Connection Test], if the information is filled in correctly, the connection is displayed successfully, click [Save] to skip to the next step.

Step 1 Save the basic information of the device and the cloud password set by the device. After the test is successful, click	Device Information		
the save button; if the test fails, check whether the serial number and password are correct.	* Device key	Enter the device serial number	
	* Device name	Enter the device name	
) Step 2 Set device caliback information, you can fill in server domain nam	Device group	Select device group	
IP: Port	* Access type	Please enter 👻	
	* Cloud communication	Enter the cloud communication password	1
	password:		

Set the callback information, set the correct identification callback server IP address and port or domain name, and then the real-time record of face recognition can be normally displayed in the real-time monitoring interface of the workbench. The server IP is the system software computer IP, and the default port is 9000. For example, you can enter

here: [Server IP: 9000]

Dashboard	Device ×	Device-Detail ×	Device-Create ×	
- 2012/02/10/02/10/02/02/10/02	ic information of the dev t by the device. After the	ice and the cloud test is successful, click	Callback address configuration:	
the second s	on; if the test fails, check password are correct.	k whether the serial	IP:Port/domain name	Example: 192.168.1.1:9000
			Save Jump Over	
2 Step 2				
Set device ca IP: Port	allback information, you o	can fill in server domain name	or	

Device IP, device serial number, device name, and access type are required it ems. Input errors will affect the interaction between the system and the device.

> **D** Step 3: Confirm that the system can operate the equipment

After creating a new one, return to the list display page (device management), in the device operation bar, select [Other operations], and click [Remote door open] to confirm whether the device is really connected to the system. If it shows that the do or is opened successfully, it means that the device is successfully connected to the sy

stem!

evice onliguration dvertising ~	Device Grouping	Status		Batch Emplo	iyee Auth	Ø R	temole Control	 Batch Config 	suration 😣			
	Device Grouping	Status	s: All = Acce									
lvertising \sim				ss Type: All	•	device nam	eldevice key	Q				
			Device Key	Device Name	Persons	Photos	IP	Last Activity Time	Status	Access Type	Operating	
uestionnaire 🤝			314	1343	0	0		2020-10-26 15:37:35	Offine	Enter/Out	a Delete	Pass Record + Other Operations +
			710268509FE3338C	测试	4	7	192.168.1.97	2020-10-24 19:03:59	Offine	Enter/Out	🛱 Delete	Pass Record + Other Operations +
			P40F286C86EP9483	DLX	0	0	192.168.1.100	2020-10-26 15:10:51	Offine	Enter/Out	B Detete	Pars Research Ditter Operations +
										Total 3 10/pa	ge 🤟	Tov 1 O Reboat
												() Set Time
									1			Copen Door
											1	
	2400 H (311 Y - V	sacon name -		L.J. (394		314 1343 0 7102E6609FE3330C BBIS 4	314 1343 0 0 7102E8609FE3338C BBIX 4 7	J14 TJ43 O O 7102E6604FE3338C BBLC 4 7 192,168.1.97	314 1343 0 0 2020-10-24 15:07:35 7102E6609FE3338C 第815 4 7 192,168.1.97 2020-10-24 19:03:59	314 1343 0 D 20020-10-24 15:07:35 Connel 710226509FE3338C BBLS 4 7 192:168.1.97 2020-10-24 19:03:59 Office	314 7343 0 0 2005-16-26 15 37.35 Come Emercicit 710265609FE333GC 第85 4 7 192.168.1.97 2020-10-24 19:03.59 Offen Emercicit 1*49F286C660EF9433 DLX 0 0 192.168.1.100 2020-10-26 15:10.51 Offen Emercicit	314 1343 0 0 2020-10-29 15.37.35 College EnterCluit EnterCluit EnterCluit Develop 7/102E8608FE3338C BBLE 4 7 192.168.1.37 2020-10-24 19:03.59 Offero EnterCluit EnterCluit <t< td=""></t<>

3.2. Device Management

Note: The LAN version does not provide the entrance of new equipment. If the d evice and the server (computer) are in the same LAN, the device list page will autom atically show the newly logged-in device after logging in to the LAN on the device. P lease refer to 3.1.3 WAN-device connection System for how to log in to the LAN.

After entering the device list, first we can see the device group on the left, which mainly classifies devices.

vice grouping	status: all 👻 Accessity	vpe: all *	enter the device nar	melseria Q						
	device key	device name	person number	photos number	IP	Last activity time	online status	Access type	operating	
	103215FE6B088E6B	face	4723	15	192.168.1.103	2020-08-29 15:44:57	Oriine	Enter/Out	B Delete	Pass record •
							Total 1	10/page v	Prev	Next Got

Switch list: The device list is displayed in the form of a list by default. Click "Gro up" on the left to switch the grouped device display.

3.2.1.Device List

Device List : The device list displays the collection of devices under all groups in the current system.

The device list includes device serial number, device name, device IP, device onlin e status, access type and other information. Click the [Delete] button in the operation column to delete the device.

3.2.2. Download staff

After selecting the online device, click the [Download Staff] button to download t he staff information on the device to the background system

status: all 🔻 Access	stype: all *	enter the device name/ser	a Q					
device key	device name p	arson number photos numbe	qi 1	Last activity time	online status	Access type	operating	
53C92480B03E7417	one 5	59	192.168.1.83	2020-08-24 10:41:51	Online	Enter/Out	â Delete	Pass record +
					Total 1	10/page v	Prev 1	Next Go l

After clicking, it will show that the operation is successful. After waiting for 1~3 minutes, you can refresh and see the personnel information downloaded from the de vice in [Staff]-[Staff Management].

3.2.3.Record collection

Batch collection: After selecting an online device, click the [Record Collection] butt on to collect all the traffic records on the selected device to the system.

Single collection: place the mouse on the [Pass Record] in the operation bar of e ach device information, you can see the collection and view, and click Collect to colle ct all the pass records on the device into the system.

s: all 🔻 Acces	s type: all	• enter the	device name/seria	٩					
device key	device name	person number	photos number	IP	Last activity time	online status	Access type	operating	
53C92480B03E7417	one	59	59	192.168 1.83	2020-08-24 10:41:51	Online	Enter/Out	8 Delato	Pass record +
						Total 1	10/page 🗸	Prev	collection

Click [View] to jump to [Pass] [Pass Record] to view the device's pass record.

3.2.4 . Clear the pass record



Clear the pass record: Place the mouse on the [Pass record] in the operation bar of each device information, and click [Empty]

Device Key	Name	Version	Persons	Photos	IP	Last Activity Time
9BC439E50DFCDDA4	Face recognition	1.41.5.0	4	4	192.168.1.105	2020-12-19 14:38:03
Empty						×
Note :	Deleting the pass reco	ord will affect	the staff's at	tendance.		
* Delete	e device record: 💿 \	/es 🔿	No			
	* Status: 🧿 F	Period (IIA 🤇			
	* Period:	Start Ti	me -	End	Time	
				Can	cel Deal	

- Delete device records: the default selection is "Yes", after clicking on the process, the pass records in the system will be deleted as well as the pass records on the device.
- Status: You can choose to delete the pass records for a certain time period, you ca n choose to delete all, and if you choose to delete by time period, you need to sele ct the corresponding time period in the time period.

3.2.5.Employee batch authorization

With this function, employees can choose to authorize or deauthorize devices in batches. The specific steps are as follows:

1. After selecting the device, click the [Employee Batch Authorization] button,

tatu	s: all + Access type:	all *	enter the device name/seria			
	device key	device name	Last activity time	online status	Access type	operating
2	103215FE68D68E5B	test	2020-08-29 15:39:56	Online	Enter/Out	a Delata Pass record -
	571D0EA073F174AE	- 1	2020-08-29 15:01:53	Offline	In	Delete Pass record •
	2317585362DFA4E1	123456	2020-08-29 11:37:41	Offline	Enter/Out	🔒 Delete 🛛 Pass record 🖛
	D5641245A2300496	123	2020-08-27 20 41 44	Offine	Enter/Out	Delete Pass record

2. Click and select [Authorize] or [Remove Authorization]

device name	Last activity	y time	online status	Access type
authorize			×	Enter/Out
dutionzo	* status:	o authorize 🔿 deauthorize		In
1 * auth sta	rtNumber:	please input start number	ine	Enter/Out
* auth en	dNumber:	please input end number	ine	Enter/Out

Enter the start number and end number of the employee authorization, as well as the time period allowed on the day, and then the employees in the number range can be authorized to the selected device. Employees can pass through within the allowed time period of the day, otherwise, it will prompt that the authority is insufficient.

3.2.6.View custom configuration

In the device list, in the last operation column of each device list, click [View Cus tom Configuration] to view the custom configuration that has been set for the device
Device key Device name Person number Photos number IP Last activity time Online status Access type Operating 0634B55ABAE39DB2 爾役國公司名 0 0 192.168.1.103 2020-09-26.12.30.12 Online Enter/Out a Detect bevice constructions + constructions + constructions + constructions + construction	vice grouping	Status: All · Access type:	All · Enter the device	namo/seris		1
0E34855ABAE39DB2 請设置公司名 0 0 192.168.1.103 2020-09-26.12.30.12 Online Enter/Out		Device key Device r	iame IP	Last activity time Online s	tatus Access type Operating	-
Fass mouth - Curris operations, -		〇 0E34855ABAE39DB2 清设置公	司名 0 0 192	168 1.103 2020-09-26 12:30 12 Online	Enter/Out	Contraction of the local data and the local data an

	Device custom parameters		×		
Device key	Key	Value		Online status	Access type
0E34B55ABAE	close_stranger_upload	false		Online	Enter/Out
	show_dialog_temperature	true			Total 1
	ul	0			
	un_mask_open	false			
	show_temperature_tip	true			
	screen_saver_wait_time	10			
	img_base64_upload	true			
	hide_device_info	false			
			Cancel		

3.2.7.Remote control

In the device list page, you can perform remote operations such as restarting, res etting, opening the device, setting the device time, etc.

atus :	all 👻	Access type: a	· · ·	enter the de	evice name/seria	Q				
	device key	device name	person number	photos number	IP	Last activity time	online status	Access type	operating	
	53C92480E03E7417	请设置公司领	5 0	0	192 168 1.135	2020-09-04 18:01:54	Online	Enter/Out	🗑 Delete I	Pass record V Other operations

Multiple remote control: After selecting one or more online devices, place the mouse on the [Remote Control] button on the device list page, and the options that can be operated on the device will appear, as shown in the figure below

	Device restart		
Q	Device reset		
	Set time		
Last activity 1	Open door	Access t	y pe ope
2020-09-04 7	5.02.94 Online	Enter/Ou	ut 🔒

Single remote control: In the operation bar of the device to be operated, place the mouse on [Other Operations], and the options that can be operated on the device will appear, as shown in the figure Below

- 3.3 . Cloud equipment management
- **3.3.1** . New equipment in the cloud

The specific operation of cloud system connection equipment and new equipment can be seen in [3.1.3. Cloud-device connection background]

3.3.2 . Employee batch authorization

The same as employee batch authorization in LAN equipment management, refer to 3.2.4

3.3.3 . unit deletion

After the device is removed, the system removes the traffic records and authorization records of the device in the system.

Delete a single device.

Batch delete equipment: After selecting the device, click the [Delete] button above to delete.

3.3.4 . Cloud device setting

See 3.3 for Equipment Settings

3.3.5 . Record collection

See 3.2.3

3.4.Device settings

Click [device key] to enter the device setting interface, the left side of the device setting interface is the device list, you can select the device that needs to be set, an d the right is the device setting interface, including device details, network configurati on, basic configuration, identification mode, temperature measurement & Mask config uration, callback configuration and device remote control.

							Held , system	• •	🖗 🖂 🕴 English 👋
Dashboard PassAuth	× Employee × Device	< Visitor	> Dotail <						
I New group	Te Create 6 Delete) @							
- Device grouping	o set the calificial information after ad	iding the dense.							
one two	status all * Access	stype: al w	enter the dev	rice nomensent					
nco	device key	device name	person number	photos number	IP	Last activity time	online status	Access type	operating
	55C92400803E7417	one	1	0	192.168.1.37	2020-08-08 11:27:16	Coline	In	🗑 Delote
a							Totar t 10/page 🤝	Prev 1	Next Go to 1

3.4.1.Device details

Device details : Modify the device name, belonging group, device IP, and device access type, upload the device logo, and modify the logo image in the lower left corner of the face machine.

e details N	Network Configuration basic configu	ration Recognition mode	Temperature&Face mask	Callback configuration	remote
device key	53C92480B03E7417	Obtain			
* device name	one				
device group	sone				
device Logo	(Please upload pictures in jpg, png, jpeg format, an	d the size does not exceed 500kb)			
* IP:	192 168 1 37				
* IP: * Access type	192.168.1.37 Enter	÷			

3.4.2. Network Configuration

Network Configuration : The device's LAN communication password can be modified . The old password must be the same as the current password of the device. The def ault password of the device is 12345678.Note: If you change the password on the de vice, you need to configure the LAN communication password in the network configu ration, which must be the same as that saved on the device, otherwise communicatio n will not be possible.

Device details	Network Configurati	on basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
LAN commun	ication password	\ The old	d password must	be the same as the dev	vice password	
	* old password:	enter the old password				
	* new password:	enter a new password				
		Save				

3.4.3.Basic configuration

Basic parameter setting : Set face recognition threshold, recognition distance, etc ;

Device details	Network Configuration	ion	basic confi	guration	Recognition mode	Temperature&Face ma	isk Call	back configuration	remote
basic configura	ation			1	¢				
	* device name	on	e						
*	Recognition distance:	0.5	5 meters			7			
	* Recognition score:		65	+					
	* Recognition interval:	-	3	+					
* Id	entify recording mode:	Re	sume			*			
	* Door open delay:	-	1000	+					
	* Multi-face detection:	De	tect the larges	t face		*			
	* Recognition level:	Liv	ing Monocular			*			
	* Whitelist:	Dir	rect witness co	mparison		×			
	* Voice mode:	No	t broadcast						

Parameter Description

(1) Device name: set the [device name] on the device

(2) Recognition distance

* Recognition distance: 0.5 meters	* Recognition distance:	0.5 meters	Ŧ
------------------------------------	-------------------------	------------	---

- The device detects and recognizes faces within the recognition distance, and faces beyond the recognition distance will not be detected.
- The default is 1, no distance limit, as long as the device detects a face (that is, a face frame appears), it will recognize it.
- The recognition distance is not through distance sensing, but the size of the dete

cted face frame is calculated by a function, so the recognition distance is not acc urate.

- Recognition distance 0: unlimited. Unlimited here means that as long as the face size meets the detection requirements, the face will be recognized.
 - (3) Recognition score



- The process of the device's face recognition result is actually to compare the capt ured face with the registered photo of the person in the library. If the compariso n score reaches the score threshold, the face identity is determined.
- The recognition score threshold is 65 by default, and an integer value of 60-100 i s required. The higher the score, the higher the recognition accuracy, but the reco gnition speed will be slower.
- The device compares the same face multiple times. If the score threshold is not r eached in the first few times, the device will not give a recognition result, so the recognition time will be longer and the device response will be slow
- If the score threshold is set to reach 85 points or more, there is a high probabilit y that the comparison between the captured face and the registered photo will n ot reach the score threshold, and the device cannot give a recognition result, that is, "not recognized".

(4) Recognition interval (seconds)

* Recognition interval: - 3 +

- Time interval of repeated recognition of the same face by the device.
- Default 3 seconds, maximum 60 seconds.

(5) Identify recording mode

* Identify recording mode: Resume 🔹

• 1. Resuming 2. No resuming Default: Resuming

(6) Door open delay

* Door open delay: - 1000 +

- After the recognition is successful, the duration of the relay output switch signal, silent 1000ms. When connected to the access control, the performance is: the tim e interval from opening to closing after successful identification. The incoming val ue requirement is 500-25500, the unit is ms.
- According to the use scene, select the time interval between opening and closing the door.

(7) Multi-face recognition



- Device default: detect the largest face.
- Detect multiple faces: detect multiple faces and recognize them, that is, as long a
 - s the device detects a face, it will recognize it, and each face will have a recogniti

on result (success or failure).

- Detect the largest face: only detect and recognize the largest face among multiple faces, that is, if there is only the largest face among multiple faces, there will be a recognition result (success or failure), which is suitable for scenes where one per son at a time is waiting for the gate.
 - (8) Recognition level



- Default: Monocular live detection
- Do not open in vivo recognition
- Turn on monocular in vivo recognition
- Turn on binocular living body recognition, the recognition distance is 1.5 meters

(9) Comparison of whitelists in personal identification mode



- Default direct authentication comparison
- Whitelist authentication comparison: Read the ID number and compare the ID numbers of all personnel in the database, if it exists, compare the ID; if it does not exist, it will prompt insufficient authority.

 Direct authentication comparison: After reading the ID card, the person ID compar ison process is carried out directly.

(10) Voice broadcast mode, voice broadcast mode custom content

* Voice mode:	Not broadcast	
Voice custom content:	{name}	

- After the device successfully recognizes the person, it will not broadcast by defaul t
- Do not broadcast voice
- Broadcast name
- customize
 - To broadcast custom content, only the {name} field is allowed, and the format of the {name} field is fixed. Other content only allows numbers, English and C hinese characters, and no symbols. The length is limited to 255 characters. Suc h as: {name} welcome.
 - Uncommon characters, capital Chinese characters, languages other than English cannot be broadcast, but simple English words can be broadcast.
- Uncommon characters, capital Chinese characters, languages other than English ca nnot be broadcast, but simple English words can be broadcast.

(11) Recognize text mode, recognize text display mode and customize content

*	Disp	lay	mode:	
---	------	-----	-------	--

Display name

Show custom content:

{name}

- After the device successfully recognizes the person, it defaults to 1
- Display name
- customize
 - Display customized content, only allow {name} field, {name} field format is fixe d, other content only allows numbers, Chinese and English and Chinese and E nglish symbols, the length is limited to 255 characters. Such as: {name}, sign i n successfully !
- If the personnel has set the time period authority passTime, the personnel will be recognized in the non-allowed time period, and the device will display "name + i nsufficient authority" after identifying the personnel.

(12) Serial output mode, custom content of serial output mode

* Serial mode:	Open the door	*
Serial port output custom content:	#WG{idcardNum}#	

- After the equipment is successful, the default: open the door.
- Open the door, if the device is connected to the access control, it will trigger the door to open after successful identification
- No output
- Wiegand signal output personnel ID

- Wiegand signal output ID/IC card number
- customize

(13) Stranger switch

* Stranger recognition: 🔘 shut down 💦 💿 turn on

- The device is turned on by default
- Off: Does not recognize strangers, that is, only registrants are recognized, and stra ngers (non-registered persons) detected are not recognized
- Open: Identify strangers
- After selecting the "Identify Strangers" option, the stranger voice broadcast mode and stranger judgment configuration items will take effect.

(14) Number of stranger judgments



- The number of failures to recognize a face as a stranger by the device, default 1;
- Please choose an integer between 3-10 for the incoming value. 1 means fast dete rmination but the lowest accuracy rate. As the value increases, the determination t ime increases and the accuracy improves.

(15) Stranger voice mode, customized content for stranger voice



• After the device recognizes a stranger, it defaults to 2

- Do not broadcast voice
- Voice announcement "Stranger Alert"
- customize
 - Broadcast custom content. Only numbers, English and Chinese characters are al lowed, symbols are not allowed, and the length is limited to 255 characters. S uch as: watch out for strangers.
 - Uncommon characters, capital Chinese characters, languages other than English cannot be broadcast, but simple English words can be broadcast.

3.4.4. Recognition mode configuration

Recognition mode setting: Set the recognition mode of the face machine: single or combined recognition modes such as face swiping, card swiping, card + face dual aut hentication, and person-to-card comparison. Card swipe mode and card + face dual a uthentication cannot be selected at the same time.

Device details Network Configura	tion basic configuration	Recognition mode Temp	erature&Face mask	Callback configuration	remote
Recognition mode configuration					
1:1 Recognition score	- 60 +				
Brush face					
Face brush mode:	🔿 shut down 🥥 turn on				
Swipe					
Swipe mode:	• shut down 🔿 turn on				
Swipe hardware type:	IC card reader	Ŧ			
Swipe transfer interface:	Wigan	ίτ <u>η</u>			
Swipe face dual authentication:					
Card face mode:	• shut down 🔿 turn on				
Card face hardware type:	ID card reader	*			
Card face transmission interface:	Wigan	•			
Witness model					
ID card mode:	shut down turn on				

3.4.5.Temperature measurement & mask configuration

Temperature measurement parameter setting: Set whether to enable the body t emperature detection function and temperature measurement voice broadcast functio n of the face machine.

Mask parameter configuration: Set whether to enable the mask detection functi on and mask voice broadcast function of the face machine (in the basic settings, the multi-face detection needs to be set to detect the largest face).

Device details	Network Configuration	basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
Temperature n	neasurem <mark>ent</mark> parameter	configuration				
	* detection mode:	• turn on • shut d	own			
* Abnor	mal temperature broadcast.	• turn on Shut d	own			
	broadcast content:	Abnormal body temper	rature{temperature}			
* Abnormal te	emperature judgment value:	- 37.3 +	•			
		Save				
Mask paramet	er configuration					
	Mask detection:	• turn on • shut d	own			
	Detect abnormal voice:	• turn on O shut d	own			
Detect abnorn	nal voice broadcast content.	Please wear a mask				
		Save				

3.4.6.Callback configuration

Identify callback settings: Set the correct IP address and port of the recognition callback server to properly display the real-time record of face recognition in the real-time monitoring interface of the workbench. The server IP is the system software computer IP, and the default port is 9000.

evice details	Network Configuration	basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
Callback addres	ss configuration:					
	IP:		-	Computer IP		
	port: 9000					
	Save					

3.4.7.Remote control

Set time : Use the computer time to synchronize the device time. The device time in the network must be the same as the computer time, otherwise it may cause error s in the statistics of the people present.

Device reset : Clear all data in the device, including face data and related parameters

Open the door remotely : Control the face machine to open the door through the computer.

Device details	Network Configuration	basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
restart	reset opening	Set time				

3.4.8.Custom Configuration

The custom configuration in the background is the same as the custom configura tion on the device. Some configurations of the device can be changed by entering th e corresponding key and value values. The existing custom configuration and descripti on of the device are as follows :

	A	В	D .	E
1	键	值	说明	
2	high_temperature_open	true	Open the door at high temperature, not open normally	
3	img_base64_upload	false	Close upload image base64	
4	stranger_open	false	Close stranger open door	
5	un_mask_open	true	Open the door without wearing a mask	
6	record_save_days	1-30 (小于等于30)	Set the number of days to save the recognition record picture	
7	temperature_unit	2	Fahrenheit shows temperature in Fahrenheit	
8	high_temperature_alarm	true	Set high temperature alarm sound	
9	ui	1 or 2	1: First set 2: Second set	
10	key	wg	Increase wg26 configuration: default 34	
11	value	26 or 34	Increase wg26 configuration: default 34	
12	out_232	ttyS1(串口号)	Customized RS232 output information	
13	hide_device_info	true	Information hiding configuration at the bottom	
14	close_upgrade	true	Close upgrade configuration	
15	fixed_temperature	false	Whether to enable the temperature correction configuration, the defau	It is on off.
16	fixed_min_temperature	(20 - 34.9)	Temperature correction lower limit configuration, default 33	
17	fixed_max_temperature	(35 - 44.9)	Temperature correction upper limit configuration, default 35.7	
18	close_stranger_upload	true	Configure to close unfamiliar data reporting	
19	show_temperature_tip	true or false	Whether to display forehead temperature	
20				
21				

Single setting:

Click on the device display list, click on the serial number (blue font) of the device that

needs to change the custom configuration, then enter the device setting interface, click on

custom configuration, as shown in the figure below :

jie P	Record × Device	× Device-	Detail ×	Recognition mode	Temperature&Face mask	Callback Configuration	Advertising Configuration	Custom configuration
,4	Custom configuration		uration 🗸					

Click [Add Configuration] in the custom configuration, select the common configuration (key and value, value is the value), picture configuration (key and value, value is the picture) to be added. Enter the corresponding value and click Save after

Network Configuration Basic configuration Recognition mode Temperature&Face mask Callback Configuration Advertising Configuration Custom configuration itails | Device customization settings Custom configurat key value key value uplead pictures in ipo, ipea 1 Click upload image Suggested 460 * 640PX

adding it to change the custom configuration of the device

3.4.9. Bulk device settings

Click [Device], [Configuration Management] to configure multiple devices, such as masks, logos, and temperature measurement. The locations are as shown in the figur e below:



The display list is shown below :

Create Delete Co	onfiguration log			
Configuration result All	enter the configuration name			
Configuration name	Configuration type	Remarks	operate	
Logo	Logo configuration		Delete Detailed configuration	

Step 1: Create a new configuration: Click the [New] button in the display list to cr eate a new configuration. In the new page, you need to fill in the configuration nam e, configuration type, remarks, etc., as shown in the figure below

All	enter the configuration na	ame Q		
1 name	Configuration type		Remarks	operate
	Logo configuration			â Delete
	Create * Configuration name:		×	Total 1 10/page ~
	* Configuration type: Remarks:	Select basic configuration Identify configuration Temperature configuration Mask configuration Callback configuration Advertising configuration Logo configuration	Save	

Step 2: Set up the detailed configuration: After creating the new configuration, the newly added configuration will appear on the list page. Click [Detailed Configuration] in the operation bar of the configuration column. The example below is the Logo configuration. The detailed configuration is shown in the following figure: (If [Configuration type] For test configuration or other configuration, other configuration details page will appear)

device Logo	(riease upioau pictures in jpg, prig, jpe	eg format, and the size does not exceed 500
	Click upload image	
	Suggested 480 * 640PX	

Step 3: Batch configuration: After saving the configuration details, go to the devic e display list (click [Device], [Device Management]), the specific location is as shown i n the figure below:



The device list display page is shown below:

atus	: all + Aco	ess type: all	+	anlar lha da	evice name/seria	Q		5		_
	device key	device name	person	photos	IP	Last activity time	online status	Access type	operating	
	7102E8609FE333BC	请设置公司名	number 365	number 362	192 168 1 153	2020-09-12 12:29:10	Omine	Enter/Out	Delete	Pass record - Other operations -
П	1D3215FE68D88E58	请设置公司名	1	ť	192.168.1.132	2020-09-12 15:21:27	Online	Enter/Out	B Delete	Pass record * Other operations *

1) On the device display page, select one or more online devices, place the mouse on the [Batch Configuration] button, and the type of batch configuration will appear



2) Select the configuration type of the configuration newly created in the first step, s uch as logo configuration, all configuration names with the configuration type as log o configuration will appear, select the name that needs to be configured to the devic e, click processing, and the configuration of the batch device is completed.

7102E8609FE333BC	请设置公司名	365	362	192.168.1.153	2020-09-12 12:29:10	Offline	Enter/Out
1D3215FE6BD8BE5E	计 请设置公司名	1	1	192,168,1,132	2020-09-12 15:22:27	Online	Enter/Out
В	atch configuration				×		Total 2
	Configuration name:	Select			A		
		Logo			deal with		
				Cancer			

3.4.10. EU Health Code Configuration (EU Health Code Equipment Support)

Description of the setting parameters of the EU health codes:

1. Vaccine certificate rule settings:

1) Vaccine expiration check setting switch: By default, by opening, the device will check the vaccine information in the health code. If the vaccine has passed the effective number of days of the vaccine, this person can not pass.

2) Vaccine Effective Time Setting (unit: day): The default is 270 days.

3) Vaccine antibody effective check switch: By default, by opening, the device will check the vaccine information in the health code, if the vaccination time has not reached the effective time, this person can not pass.

- 4) Days of effectiveness of vaccine antibodies: The default is 15 days.
- 5) The number of vaccination limits can be set to:
 - a) It is not allowed to pass

- b) All vaccines are allowed to pass (default)
- c) Some of the vaccine is also allowed to pass
- d) Pass is also allowed without a vaccine

2. Nucleic acid detection rule setting:

1) Nucleic acid test expired check switch: Turn off by default, the device

will check the nucleic acid detection information in the health code, if the

detection time is more than valid days, this person can not pass.

- 2) Effective days for nucleic acid detection: The default is 15 days.
- 3) The detection result limit can be set to:
 - a) It is not allowed to pass
 - b) Nucleic acid normal normal pass (default)
 - c) Nucleic acid irregularities are also allowed to pass through

3. Rehabilitation rules settings

- 1) Rehabilitation rehabilitation limit can be set to:
 - a) It is not allowed to pass
 - b) The rehabilitation certificate is allowed within the validity

period (by default)

c) The rehabilitation certificate is not valid and is also allowed to

pass

- 4. Privacy settings
 - 1) Display vaccine information switch: turned on by default
 - 2) Record the EU code information switch: turned on by default

=										
n Dashboard	Device	Dashboard Device-Det	ail ×							
Device	Device	enter	Details Network Basic Re	ecognition mode	Temperature&Face mask	Callback	Advertising	Custom	Remote	EU health code configuration
Device 2	Configuration		Vaccine certificate rule setting							
Person	Advertising \vee		Vaccine expiration check:	Disabled						
() Attendance	Questionnaire 🗸		Antibody validation check:	Disabled						
+ Pass			Limits on the number of vaccinations:	All the vaccines we	re given before they were allowe	ed to p 💌				
📦 Config			Nucleic acid detection rule setting	ng						
System			Detection overdue check:	Disabled						
System			Limitation of test results:	Nucleic acid is norm	nally allowed to pass	*				
			Rehabilitation rule setting:							
			Rehabilitation restrictions:	Nucleic acid is norm	nally allowed to pass					
			Privacy setting:							
			Show vaccine information:	Enabled						
			Record EU code information:	Enabled						
				Save						

3.5.Advertising management

3.5.1. Advertising information

Click [Equipment], [Advertising Management], and go to the advertising managem ent module to add and delete advertisements. The location is shown in the figure bel ow:



The advertisement display list is shown in the figure below:

pe Please select an ad type	 enler the ad ID or Ad n 	ame Q			
Advertising ID	Ad name	Image	Туре	Sort	operate
18226	testő		image	4	a Delete
15589	test2		image	2	🔒 Dekto
10089	testi	A SHARE	image	1	â Delete

New advertisement: Click the [New] button to jump to the new advertisement page, as shown in the figure below: Note: [Sort] requires a number to be selected. After

* Ad ID:				
* Ad name:	Support r	numbers	, letters,	length 1~32 bits
* Ad type:	🔿 image) vie	deo	
Sort		1	+	After authorization, display in descending order of sorting value
	Save An	d Contin	ue	Save

authorization, the device will play advertisements in the order of the order value.

Advertisement type: When the advertisement type is image, the new page is as show n below:

* Ad ID:	
* Ad name:	Support numbers, letters, length 1~32 bits
* Ad type:	• image Video
* Ad Image:	(Please upload pictures in jpg, png, jpeg format, and the size does not exceed 500kb)
	Click upload image Suggested 480 * 640PX
Sort	- 1 + After authorization, display in descending order of sorting value
	Save And Continue Save

Modify ad: Click on the ad name (blue font) in the display list to jump to the page to

modify	the ad
--------	--------

广告类型 请选择广告类型	▼ 请输入广告编号或	rea Q			
□ 广告编号	广告名	图片	广告关型	排序	操作
18226	派武(吉3)	<u>ANC</u>	视频	4	1 1955
15589	题志广告2	Ha T	图片	2	a 255
10089	原始の音1		图片	1	â #84
				共3条 10条/页	◇ 上→豆 1 下→豆 前往 1

Modify the page as shown:

* Ad ID:	1587	
* Ad name:	test4	
* Ad type:	image 🔿 video	
* Ad Image:	Please upload pictures in jpg, png, jpeg format, and the size does not exceed 500kb)	
Sort	After authorization, display in descending order of sorting v	alue
[Save	

3.5.2.Clear all ads on the device

On the display page of the advertisement list, click the button [Clear Device Ads] a nd select an online device to clear the advertisements on the selected device.

pe	Please select an ad type 💌	enter the ad ID or Ad r	ame Q			
	Advertising ID	Ad name	Image	Туре	Sort	operate
	1587	test4		image	34	a Delete
	18226	test3	.	image.	A	a Delete
	15569	test2		image	2	a Delete
	10089	testf	and property.	image	1	🗑 Delete

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3.5.3. Advertising authorization

Step 1: Select advertisement: In the advertisement information, after selecting the advertisement that needs to be authorized to the device, click the [Authorize] but ton, as shown in the figure below:

vpe Pleas	e select an ad type 💌 enter the ad ID or Ad	name 🦉			
Advertis	ing ID Ad name	Image	Туре	Sort	operate
1587	test4		Image	3	â Delete
18226	test3	.	image	4	a Dotate
15589	test2		image	2	B Detete
10089	test1	and the second	Image	1	â Detate

Step 2: Select the device: After clicking [Authorize], the page as shown in the figure below pops up, and the status bar selects authorization or deauthorization, and select s the online device in the online device list, and clicks the [Process] button. The selected ad is authorized to the selected device

test4		image	1
test3 authori	ze	×	4
test2	* Status: • Authorization · · · · · · · · · · · · · · · · · · ·		2
test1	Device Name		1
		Cancer Deal	Total 4 1

After authorization, you can click [Ad Authorization] in the navigation bar to view the

authorization status and details, as shown in the figure below :

onfiguration	Numberling	Types of	status	Creation time	operating
dvertising \wedge	382	Advertising authorization	Synchronization completed	2020-09-04 17:01:48	E Detaits
Advertising	373	Advertising authorization	Synchronization completed	2020-09-04 10:54 00	😰 Details
Ad authorization	374	Advertising authorization	Synchronization completed	2020-09-04 10:54:00	😨 Detaits
N	372	Advertising authorization	Synchronization completed	2020-09-04 10:51 49	😰 Details
$\langle \rangle$	363	Advertising authorization	Synchronization completed	2020-09-03 16:28:54	😰 Details
	362	Advertising authorization	Synchronization completed	2020-09-03 16:27:59	😰 Detaits
	367	Advertising authorization	Synchronization completed	2020-09-03 16:12:41	😰 Details
	356	Deauthorize	Synchronization completed	2020-09-03 16 12:01	😰 Details
	365	Advertising authorization	Synchronization completed	2020-09-03.16:10:34	Details
	354	Advertising authorization	Synchronization completed	2020-09-03 16:10:17	Details

Click [Details] in the operation bar to view the details of the authorization information just

now, as shown in the figure below:

Advertising ID	Ad name	device name	status	Error message
15589	lesi2	Device Name	Authorization succeeded	Nothing
18226	test3	Device Name	Authorization succeeded	Nothing

Step 3: Configure ads:

Single device configuration: After authorization is completed, click to enter the device

display list, the location is shown in the figure Below



1)The device list display page is as shown in the figure below, click the serial number

(blue font) of the device to be configured to enter the configuration interface of the device

device key device name person number number IP Last activity time online status Access type operating 59C92480B03E7417 Device Name 0 0 192:168.1.136 2020-09-04 19:05;06 Online Enter/Out Device Pass record Other operations 	status :	all 🔻 Acce	ess type : all	Ψ.	enter the de	evice name/seria	Q									
S3C92480B03E7417 Device Name 0 0 192:168.1.136 2020-09-04 19.05:06 Online Enter/Out 🔒 Delote Pass record 🕶 Other operations 🖛	🗆 d	evice key	device name			IP	Last activity time	online status	Access typ	e	operating					
	5	3C92480B03E7417	Device Name	0	0	192.168.1.136	2020-09-04 19:05:06	Online	Enter/Out		â Delete	Pass re	cord 🔻 Ot	her operatio	n 5 ¥	

2) Click [Advertising Configuration] in the configuration to start the advertisement, and set the type of advertisement to be played on the device, the type of device split screen, the picture rotation time, etc., and click Save, the setting is successful

Device details	Network Configuration	basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote	Advertising configuration
Advertising co	nfiguration						1
	Open ad 🧿 s	hut down 🔿 Tum on					
	Split screen type 🧿 fi	ull screen 🛛 🔾 Dual scre	en				
	advertisement type 🧿 ir	mage 🔿 video 🤇	Picture video mixing			/	
	Picture rotation time -	5 +				/	
	Show system time 🔘 n	o O Yes				/	
		Save	/				
					/		

3.6. Questionnaire management

For some functions of the questionnaire, please install the apk versio n v1.41.4.0 with the face recognition device to use the customized versio n of the questionnaire. If other apks do not have this function, please ig nore.

Part of the function of the questionnaire is: After setting the questionnaire inform ation and topic information in the questionnaire management, the questionnaire can be authorized to be displayed on the device. The questionnaire will pop up when so meone passes through the authorized device. After answering the questionnaire infor mation, you can check the specific information and whether the answer is correct in t he questionnaire answer. After turning on the questionnaire alarm switch, when the p asser makes an incorrect answer. The system will send a questionnaire alert email to the recipient's mailbox. For how to set the email, please refer to [7.6. Mail Service Se ttings] and [7.5 Alarm Settings]

Questionnaire 10010 测试导出 2020-10-0	a shboard	Device	Dashboard Questionnaire Ansy	ver × Answer Detail ×	Questionnaire Manage
Configuration Advertising Questionnaire Questionnaire		Device	Create		
Advertising Questionnaire Code Questionnaire Title Effective T Questionnaire I Questionnaire Code Questionnaire Title Effective T Questionnaire I IOIIO 別読号出 2020-10-0 Control Questionnaire Manage IIII 2020-10-0 Questionnaire Recct Questionnaire Recct IIII 2020-10-0	2.	Configuration	Status All 🔻 Enter t	ne Code or Title	
endance Questionnaire Ana Config Config Config		Advertising \lor	Questionnaire Code	Questionnaire Title	Effective Ti
Pass • Question Manage • Auth record • Questionnaire Recc	780	Questionnaire 🔿	10010	测试导出	2020-10-01
Question Manage Auth record Questionnaire Recc	10100	Questionnaire Man:	D Nit	111	2020-10-01
Config • Questionnaire Recc					
¢	1.000	 Auth record 			
	ø	 Questionnaire Recc 			
	100 C				
				N	

3.6.1.Generate "a questionnaire"

The questionnaire management part is divided into questionnaire information, top ic information, synchronization records, and questionnaire answers. A real questionnair e is composed of questionnaire title, questionnaire topic, questionnaire topic options, etc. How to generate "a questionnaire" and authorize it to use the device? Proceed a s follows :

≡							💮 Hello, sys	tem 🖂	@ ~
n hooant	Device	Dashboard Cluestionnaire Answ	er × Answer Detail × 0	Questionnaire Manage 🔹					
	Device	Create Delete							
	Configuration	Status All + Enter th	e Code or Tille						
on)	Advertising 🧹	Questionnaire Code	Questionnaire Title	Effective Time	Remark		Status	Handle	
nce:	Questionnaire 🧠	10010	则试导出	2020-10-01 00:00:00 - 2020-1	0-31 00:00:00		C Ennised	🗑 Detail	8 Delete
8	Questionnaire Man: Question Manage	🗆 Mit	***	2020-10-01 00:00:00 ~ 2020-1	0-31 00:00:00		C Enabled	Detail	ĝ Delete
a.	Auth record					Total 2	10/page 💛	Pier 1	Next
••• 2	Questionnaire Recc								



Click the [Create] button on the page, enter the necessary information for the new questionnaire and click Save to create the new questionnaire information, as shown in the figure below:

nter the Code of	Title			
	Questionnaire Title	Effective Time	Remark	Status
	测试导{			C Enabled
	Create		×	C Enabled
	* Questionnaire Code:			
	* Questionnaire Title:			Total 2 10/page 🗸 Pr
	* Effective time period:	Start Time - End Time		
	Remark:			/
		Cancel Save And Continue	Save	

At this time, the questionnaire only has the number, title, etc., and there is no topic inf ormation. You need to create new topic information and select the topic to belong to the questionnaire.

≻□ Step 2: Create new topic information


Click the [Create] button on the topic information page to create a new topic information, and select the questionnaire title to which the topic belongs (for example: the title of the questionnaire information created in step 1), as shown in the figure below (the figure below is an example, specific questions and options Please adjust the content according to the actual situation):

Dashboard Quest	ion Manage × Questionnaire - Create ×	
* Question title	Are there any fever symptoms within 14 days?	
* Questionnaire name	111 -	
* Must answer	Enabled	
Single selection	Add option	
	yes Delete	
	Default Correct option	
	no Delete	
	Default Correct option	
	Online name cannot be empty	
	Save Save And Continue	

In this example, only one question is created. In actual operation, several questions can be created, and the questionnaire can belong to the same questionnaire.

> □ Step 3: View questionnaire information

Click into the questionnaire information to view the questionnaire information after adding the question; click [Details] in the operation bar of the questionnaire you want to

view

≡						🚇 Helo, syste	em 🖂 🗶 🥪
•	Device	Dashboard Question Manage ×	Questionnaire - Create ×	Questionnaire Manage × Qu	uestionnaire - Detail 🛛 ×		
	Device	Croate					
	Configuration	Status All * Enter the Co	de or Tille				
erson	Advertising ~	Questionnaire Code	Questionnaire Title	Effective Time	Remark	Status	Handle
ndance	Questionnaire A	10010	潮流导出	2020-10-01 00:00:00 - 2020-1	0-31 00:00:00	C Enabled	🕼 Detail 🗃 Delete
⇔ ass	Questionnaire Man: Question Manage	10011	Test	2020-10-01 00:00:00 - 2020-1	0-31 00:00:00	O Daabled	Detail 🔒 Detail
anii g	Auth record					total 2 10/page 👻 i	Prev 1 Next
¢ rstem	Questionnaire Recc						

The details of the questionnaire are shown in the figure below:

er the Code or Title	٩	
Questic 测试导:	Test	× Sta
Test	Question 1: Are there any fever symptoms within 14 days? Options: Yes No	Total 2 10/pa
	Question 2: Test Options: Yes No	
	Cancel	

$\succ \Box$ Step 4: Authorize to the device

Click Open on the status bar of the questionnaire information that requires authorizat ion, and the authorization box will pop up

=							Helo, aysi	om ~ 🏟 ~ Engl
n and a should be should be should be a should be a should be a should be a sh	Device	Dashboard Question Manage	× Questionnaire - Create ×	Questionnaire Manage × Qu	estionnaire - Detail 🛛 🗙			
	Device	Create B Delete						
2.	Configuration	Status All * Enter th	e Code or Title					
erson ©	Advertising \checkmark	Questionnaire Code	Questionnaire Title	Effective Time	Remark		Status	Handle
ndance	Questionnaire 🥎	10010	海武导出	2020-10-01-00-00-00 - 2020-10	0-31 00:00:00		C Enabled	Detail 🔒 Delete
₽	Questionnaire Mani	10013	Test	2020-10-01 00:00:00 ~ 2020-10	0-31 00:00:00		C Disabled	Detail 🖀 Defete
Pass	Question Manage							Sec. 1
ontig	Auth record			-		Total 2	10/page ~	Prev 1 Next Go to
¢	 Questionnaire Recc 							

In the pop-up authorization box, select the device that needs to be authorized, and click

"Success", which means that the questionnaire is successfully authorized to the device

四方。因此		2020-10-01 00:00:00 ~ 2020-10	9-3 T 00.00.00			Enduled
Test		2020-10-01 00:00:00 ~ 2020-10	0-31 00:00:00			Enabled
	Authorize * Online device list:	Please choose from list	Cancel	X	Total 2	10/page v Pr

> ☐ Step 5: View authorization records

Click to the synchronization record, you can view the record just authorized

≣					Halls, system	- 🏶 - Eng
A Iboard	Device	Dashboard Question Manage	< Questionnaire - Create × Que	stionnaire Manage × Questionnaire - Detail ×	Auth record ×	
3	Device	Time Triterval 💿 Start Time	- End Time			
	Configuration	No	Туре	Status	Create Time	Operating
rson	Advertising 🧠	22	间攀接权	Synchronization completed	2020-10-22 17.55.43	Details
3) idance	Questionnaire 🔨	18	问程授权	Synchronization completed	2020-10-22 17:10:37	2 Dotaits
÷	Questionnaire Mana	17	问教授权	Synchronization completed	2020-10-22 17 10:03	Details
885	Question Manage	254	问程授权	Synchronization completed	2020-10-22 14 21:18	🕼 Detaits
1	+ Auth record	253	间程授权	Synchronization completed	2020-10-22 14:19:53	Dutaits
onlig 🗘 ystem	Guestionnaire Recc				Total 5 10/page v Prev	1 Next Go D

All authorized records will be displayed on this page. Click the [Details] button in each column to view the details of the information in the just authorization. If the status in the authorization details shows "Authorization Successful", it means that the questionnaire is

successfully authorized to the target device, and you can go to the device to pass

verification!

AuthSale	All										
Que	estionnaire code	ttle		Device nam	ie	5	Status		Error messa	ge	
100	10	测试导出		Jade 设备		4	Authorization succeeded				

3.6.2. Questionnaire information

The information content of the questionnaire is the questionnaire number, question

naire title, valid time, remarks, etc. The display page is as shown below:

=							Itelio, sy	stêm ~	₽ - B
A Destibuting	Device	Dashboard Question Manage	× Questionnaire - Create ×	Questionnaire Manage ×	Questionnaire - Detail × Auth record	× Detail	ĸ		
Device	Device	Create Desete							
2.	Configuration	Status All · Enter tr	e Code or Title						
Person	Advertising 🗸	Questionnaire Code	Questionnaire Title	Effective Time	Remark		Status	Handle	
Atlendance	Questionnaire 🔿	10010	测试导出	2020-10-01 00 00:00 = 20	0-10-31 00:00:00		C Engineed	Detat	自 Delete
⇔ Pass	Questionnaire Man Question Manage	10011	Test	2020-10-01 00:00:00 - 20	0-10-31 00:00:00		C Disabled	🖬 Detail	Delete
Config	Auth record					Total 2	10/page v	Prev	Next Go
\$ System	Questionnaire Recc								

≻□ Create

Click the [Create] button on the displayed page, add required options in the pop-u p box, and click Save to create a successful

1992						
Questionn	aire Title	Effective Time		Remark		Status
测试导				1		
Test	Create			×		
	* Questionnaire Code:					
	* Questionnaire Title:				Total 2	10/page
	* Effective time period:	③ Start Time -	End Time			
	Remark:		1			
		Cancel Sa	ve And Continue	Save		
			-			

≻ □ Modify

On the displayed page, click the questionnaire number (blue font) whose questionnaire information needs to be modified, as shown below:

Ξ							lelo, sy	stem 😙	@ ~
n Dashboard	Device	Dashboard Question Manage	Questionnaire - Create ×	Questionnaire Manage ×	Questionnaire - Detail × Auth rec	ord * Detail	×		
Device	Device	Creale							
2.	Configuration	Status All 👻 Enter ti	be Code or Title						
Person	Advertising \sim	Questionnaire Code	Questionnaire Title	Effective Time	Remark		Status	Handle	
Vitendance	Questionnaire ~	10010	测试导出	2020-10-01 00:00:00 - 2020	-10-31 00:00:00		Enabled	🕼 Detai	â Delete
⇔ Pass	Questionnaire Man Question Manage	10011	Test	2020-10-01 00:00:00 - 2020	-10-31 00:00:00		Disabled	🗭 Detai	û Delete
Config	Auth record			-		Total 2	10/page v	Prev	Next
¢ System	Questionnaire Recc								

Enter the content you want to modify in the pop-up edit box, click save to modi fy successfully

Enter the Code or	Title	Q		
	Questionn	aire Title	Effective Time	Remark
	测试导出			
	Test	Details		×
		* Questionnaire Code:	10011	
		* Questionnaire Title:	Test	
		* Effective time period:	© 2020-10-01 00:0(- 2020-10-31 00:0(
		Remark:		1
			Cancel	Save

> Detele

Single delete: Click the delete icon in the operation bar of each row to delete the qu estionnaire information in this row

itatus All = Enter the	e Code or Title Q				
Questionnaire Code	Questionnaire Title	Effective Time	Remark	Status	Handle
10010	测试导出	2020-10-01 00:00:00 ~ 2020-10-3	1 00:00:00	C Enebled	🛛 Detaii 🖀 Delete
10011	Test	2020-10-01 00:00:00 - 2020-10-3	1 00.00.00	Disabled	Detail 🔒 Delete

Batch delete: check the box in front of each column of questionnaires, after selecting multiple questionnaires, click the [Delete] button to delete the selected questionnaire information

Status	Streate	Tille Q					
	Questionnaire Code	Questionnaire Title	Effective Time	Remark	Status	Handle	
	10010 ()	测试导出	2020-10-01 00:00:00 ~ 2020-10-31 00:00:00		Enabled	Detail	會 Dele
•	10011	Test	2020-10-01 00:00:00 ~ 2020-10-31 00:00:00		Disabled	Detail	🗎 Dele
				Total 2	10/page.	Prev 1	Next

> Detail

Click the [Detail] icon in the operation bar of each column to view the question an

d option information of the questionnaire

tatus All	e Code or Title						
Questionnaire Code	Questionnaire Title	Effective Time	Remark	-	Status	Handle	
10010	题过导出	2020-10-01 00:00:00 - 2020-10-31 0	0.00.00			🖬 Detail	🔒 Delete
10011	Test	2020-10-01 00:00:00 - 2020-10-31 0	0.00.00		O Disabled	Detat	a Delete

The details of the sample questionnaire are shown below:

or Title	Q	
Questic 测试导t Test	Test	
	Question 1: Are there any fever symptoms within 14 days? Options: Yes No	
	Question 2: Test Options: Yes No	
	Cancel	

> D Authorization

The authorization function is to authorize the questionnaire information to be use d on the device. Click in the status column of each column of questionnaire informati on on the displayed page:

≡							🚺 Helo, II	stan) ~)	🗬 🗸 Eng
	Device	Dashboard Question Manage	× Questionnaire - Create ×	Questionnaite Manage ×	Questionnaire - Detail × Auth recon	t × Detail	×.		
Device	Device	Create Delete							
2. Person	Configuration	Status All * Enter	the Code or Title						
0	Advertising 🧠	Questionnaire Code	Questionnaire Title	Effective Time	Remark		Status	Handle	
Allendance	Questionnaire ^	10010	则成导动	2020-10-01 00:00:00 - 20	20-10-31 00:00:00		C Ensbled	🖬 Detail	Delete
4 Pass	Questionnaire Man Question Manage	10011	Test	2020-10-01 00:00:00 - 20	20-10-31 00:00 00		Disabled	🖬 Detail	B Delete
Contig	Auth record Questionnaire Recc					Total 2	10/page 🤟	Prev	Next Go to
¢ System	 Questionnaire Recc 								

3.6.3. Question information

Create

Click the title management display page, click the [Create] button to jump to the

new page

nashboard	Device	Dashboard Question Manage × Question	onnaire - Create ×
Device	Device		
Person	Configuration	stionnaire name	
	Advertising ~	Question title	Belonging to the questi
	Questionnaire A	Test	
↓ Pass	Questionnaire Mana	(你的年龄	测试导出
Pass	Question Manage	你的性别	测试导出
Config	Auth record Questionnaire Recc	□ Test	Test
System			

The create page is as follows:



Enter the title of the question, select the name of the questionnaire, choose whether to answer or not, click the [Add option] button, you can add different answers to the question, and set the correct answer, as shown in the figure below:

Dashboard	Quest	ion Manage ×	Questionnaire	e - Create X	Questic	onnaire Manage	×	Questionnaire
* Quest	ion title	Have you been in	contact with a fev	er patient in 14 (days			
* Questionnaire	e name	Test			•			
* Must	answer	Enabled						
Single se	election	Add option						
	(Yes			Delete			
	land.	🗌 Default 🗌 C	orrect option					
	(No			Delete			
	Į.	🗌 Default 🛛 🗹 C	orrect option					
		Only one default option a	nd the correct option	n can be selected fo	or single-choice	questions		

3.6.4. Questionnaire synchronization

The questionnaire synchronization records the details of the questionnaire authori zed to the device, as shown in the figure below:

=					(i) Hello, system	dem ~ 🏟 ~ English
filboard	Device	Dashboard Question Manage	< Questionnaire - Create ×	Questionnaire Manage × Questionnaire - Detail ×	Auth record * Detail *	
2	Device	Time Tritervial 💿 Start Time	- End Time			
	Configuration	No	Туре	Status	Create Time	Operating
rskom	Advertising \sim	22	间装暖权	Synchronization completed	2020-10-22 17 55:43	Details
D dance	Questionnaire 🔨	18	间總接股	Synchronization completed	2020-10-22-17.10:37	Details
÷	Questionnaire Mana	- 17	问整极权	Synchronization completed	2020-10-22 17:10:03	Dotalis
55	Question Manage	254	问题接权	Synchronization completed	2020-10-22 14:21:18	Details
nilo ofin	Auth record	263	问卷接权	Synchronization completed	2020-10-22 14:19:53	Dotais
¢ stem	Questionnaire Recc				Totsi 5 Tõipage 🗸	Pres 1 Next Go to

Click the details button in the action bar to view the details:

=						🌒 Hello, system 🖂 🖗 🕁
n Dashboard	Device	Dashboard Question Manage	× Questionnaire - Create ×	Questionnaire Manage × Questionnaire - De	tail × Auth record ×	Detail ×
Device	Device	AuthSate All				
2	Configuration	Questionnaire code	title	Device name	Status	Error message
Person	Advertising \sim	10010	關試导出	Jade'设备	Authorization succeeded	
() Attendance	Questionnaire 🗠					Total 1 10/page - Prev 1 Next
\$	Questionnaire Mani					
Pass	Question Manage					
Config	Auto record					
\$	Questionnaire Recc					

3.6.5. Questionnaire answer

The questionnaire answer records the details of the answers to the questionnaire

and the status of the answers after the equipment is passed through.

Device	Dashboard Question Manage	< Questionnaire - 0	Create « Ques	stionnaire Manage 🛛 ×	Questionnaire - Detail	× Auth record ×	Detail +	Questionnaire Answer ×	
Device	Export								
Configuration	Please input replay name	Questionnaire Title	Please Choose 👻	Time Thierval	Start Time -	End Time			
Advertising 🗸	Questionnaire Title	Photo	Replay Name	Temperature	Device Name	Status	-	Guate Time	Operatio
Questionnaire 🦟	1 激励中世		stranger	36.9	Jade 设施	Fared		2020-10-22 18:14:13	Answe
Questionnaire Manu Question Manage	回 测试导出	C	stranger	37.2	Jade'设备	Failed		2020-10-22 17:56:51	Antw
Auth record							Tintal 2 10.9	page v Prev 🚹 N	Vest Gó ta
Questionnaire Recc									GU III

Click [Answer Details] in the operation bar to view the details of personnel's answer



Click the [Export] button at the top to export records for a certain questionnaire and a

certain device.



	stranger	36.7	Jade"设备		
5	Vote answer export			×	Failed
	• Questionnaire Title:	Questionnaire Title	•		Failed
	Device Name:	Please choose device	•		alled
			Cancel	Deal	Failed
5	stranger	36.7	Jade"设备		Failed

The format of the exported excel questionnaire record is shown in the figure below:

yName nger nger		1 temperature 36.7 36.6	answerTime 2020-10-23 10:14:47.0	Are there any fever symptoms within 14 days? No	Test No		
			2020-10-23 10:14:47.0	201. P	No	5	
nger		26.6			1 1	1	
			2020-10-23 10:15:14.0	No	Yes		
nger		36.7	2020-10-23 10:15:00.0	Yes	No		
		_					
	nger	nger	nger 36.7	nger 36.7 2020-10-23 10:15:00.0	nger 36.7 2020-10-23 10:15:00.0 Yes	nger 36.7 2020-10-23 10:15:00.0 Yes No	nger 36.7 2020-10-23 10:15:00.0 Yes No

4.Personnel management

4.1.Staff management

The employee list is used to manage employee information, such as viewing, addi ng, editing, and exporting employee information. Add employee information individual ly and batch Volume adding operation; batch adding operation requires batch inform ation import first, and then batch portrait import.



4.1.1.Add employee information individually

Steps :

1) In [Employee List], click the "New" button to enter the employee add page;

2) Fill in basic information and alarm information such as personnel ID, name, gender , group, mobile phone number, ID number, date of birth, etc., and click "Save" to co mplete the creation of the employee after adding a face recognition photo.Each empl oyee can add up to three photos Note: The alarm information here is for the personal alarm function service. After the alarm information is set here, you need to turn on the alarm switch in [System-A larm Settings] to turn on the personal alarm function. For specific operations and inst ructions, please read 7.5 [Alarm Settings]

=			
n Dashboard	Person	Dashboard Emplo	wee x Employee - Add x
Device	Employee	Basic info	
	Visitor	* Person ID	Support numbers, letters, length 1-64 bits
Person	RestrictedList	* Name	Special symbols are not supported
Altendance	Authorization 🗸	ID card/IC card	Support numbers, letters, length 1–32 bits
Pass		Do you need attendance (Disabled
Config		Face recognition avatar	(Pliqaeii uptoad JPG, PNG, JPEG images in not more than 500KB)
🔅 System			Click uptoad Image Suggested 480 * 640PX
		The group belonging to	Please choose employee group
		Expire time	Please select expiration time
			Note: After the validity period expires, the device will automatically delete personnel
		Phone	Please input the phone number
		[object Object]	Please input your email
		Condar	

≡			
A Dashboard	Person	Dashboard Emp	loyee × Employee - Add ×
	Employee		Click upload image Suggested 480 * 640PX
Device	Visitor	_	
⊈ + Person	RestrictedList	The group belonging to	Please choose employee group
() Attendance	Authorization 🗸	Expire time	Please select expiration time
4			Note: After the validity period expires, the device will automatically delete personnel
Pass		Phone	Please input the phone number
Config		[object Object]	Please input your email
🔅 System		Gender	O Male O Female
		Birthday	Please choose birthday
		Entry date	Please choose Entry date
		Alarm info	
		Temperature alarm switch:	Disabled
		Notification email	Between mailboxes with; interval
		settings	
			Save And Continue Save

Instructions for uploading facial recognition photos :

Upload from local

Click "Upload from Local" to open the local folder and select the jpg and png fa

ce photos in the folder

Remarks: portrait photo specifications

1. Please choose a frontal headless photo in the past three months with a clear

head and even light exposure;

2. The recommended size is 640 px * 480 px, and the size does not exceed 500kb. Only jpg and png file formats are supported ;

3. Faces need to account for more than 1/3 of the photo to avoid blurry photos, wearing sunglasses, excessive beauty, and rotation of the avatar;

4.1.2.batch Import employee information

Operation steps:

In [Employee List], click the "Batch Import-Employee Information" button to enter the bulk information import pop-up window

1) The first step is to click "Download Template" to download the excel template file to the computer, the file name is "Personnel_import_template.xls",Then fill in empl oyee information in batches;

Note: The format for entry date and birthday is such as: 2019/6/6, 2019/12/21

2) In the second step, click "Upload Excel file", select the excel file that has filled in the employee information, and upload the file.Shows the status of successful upload, and displays the file name;

3) The third step is to click "Start Import". After the import is completed, it will promp "Successfully import personnel information in batches"; after the import is completed, return to [Personnel List] to view the imported personnel information.

Dashboard Employee	×	
New a group	Create	Delete Datch import V authorize
 employee group 	please input emplo	wee ID o
mm	photo	batch import employees ×
		note : Please check the file name. If the file name contains Chinese, it will cause t he file to display abnormally in UNIX and LINX systems. Supported upload format
		s: xls, xlsx; the form must be filled out in a template format and the columns canno t be modified; the first line of the form is the column name.
		Download template : Employee information import template Download the Excel template, fill in the employee information in batch es and upload it
		* file : Upload Excel file Support xls, xlsx format
		Repeat processing : Cover existed employees Skip existed employees
		Cancel Start importing

How to start import

• Overwrite existing employees: Import the file twice or more, and the duplicate emplo

yee information will be overwritten

• Skip existing employees: duplicate employees, the employee information imported

for the second time will be skipped

Import failure exception description

• The content or format of the uploaded excel file is wrong and does not meet the template specifications. Click to start importing, and it will directly prompt "File uploa d error"

4.1.3. Import portraits in batches

Operation steps: In [Employee List], click the "Batch Import-Photo Information" b utton to enter the batch import portrait pop-up window

In the first step, click "Select File Compressed Package" to open the window for s electing a folder and select the file to upload;

The second step, click "Start Import".



Description of portrait import rules:

• [Portrait file naming] The name of the portrait file needs to correspond to the persor nel ID, and the corresponding portrait information can be viewed in the personnel lis t after the upload is successful;

• [Format size limit] Only two file formats, jpg and png, are supported, and the file size of each portrait must not exceed 500k. Files that do not meet the requirements will be Not imported

• [Portrait Limitation] The face needs to occupy more than 1/3 of the photo. Please choose a frontal photo without a hat for the past three months. The portrait is clear and the light is evenly received, so that the portrait cannot be used

Face recognition

• [Select folder to upload] After satisfying the above conditions, put the named portrait photo in the designated folder, and select the folder to import;

Description of portrait import failure

• The file size of a picture does not meet the requirements, after modification, it can be re-imported

4.1.4.take photo

Select the photo button on the right side of the [Employee Management] list, sel ect the online device in the Bullet frame, and click Process to take a photo on the d evice. After a few seconds, refresh the page to display the employee photo.

=								
Dashboard	Person	Desttoam Devel	e Employee =					
Device		a New agroup	18 Creater	Dolate Dolate	n Import ->>	ini 🗍		
2 Person	Visitor	• employee proup	please lagat error	weett s				
0			photo	employee ID	name	phone	emai	eperation
Attendance Attendance Pass					4.00			1 Cherrento & Contra
ento				authorize	: Photo identify	×	Tutar 1 100p	age - Pao A Non Grav 1
¢ System				* online device list	photo identify	2 (Ball		

4.1.5.Refresh employee information

Right-click in [Employee Management] and click the "Refresh" button to refresh al I employee information in the list to the latest state.

4.1.6. View employees and editors

• View employees

You can click View in the operation bar at the end of the employee list to view employee details, employee track, employee QR code, etc

Employee ID/Emloyee nam	Q				
D ID	Photo Nar	ne Shift	Phone	Email	Operation
🗆 m		Default			Take photo 📋 Delete View
0011	-	Defautt			Take photo 🔒 Delete View

> View details ,click to view details

× Emp	loyee ×		-
Authoriz	Person info		×
	Face recognition avata		
	r:		
Photo			
8			_
-	Person ID:	10011	
	Name:		_
and a second			
	ID card/IC card:		
	Do you need attendanc e:	yes	_
	Shift to work:	Default	_
		Denduk	
	The group belonging t o:		
	Expire time:		
	Gender:	female	
	Phone:		_
	E-mail:		_
	Birthday:		
		C	ancel

> View the track to view the corresponding traffic record of the employee

Enter	he name of the perso	٩	Identity:	All	Ψ.	Entry type:	All	¥.	Group name	Pleaase C#	Time interva	al 🗇	Start Date	- 1	End Date	
Photo	Name	Identity	ID	Gri me	oup na	Temp	Pass type		Device	Name	Entry Type	Card No	Wear a ma	ask	Other	Time
	111	Employe	111			36.5	Face recog	mition	清谈堂	公司名	In					2021-02-27 10 4

View the QR code. When a new employee is created, the corresponding QR c ode is generated. Click View QR code to view the QR code information of the employee

Photo	Name	Shift	Phone
2	111	Default	
		Default	
		ľ	
	429.20	i i	

• Staff editor

On the details page, edit the content to be modified. You can modify the basic i nformation and photo information of the employee. After modifying the information, click Save.

≡			
n Dashboard	Person	Dashboard Empl	oyee × Employee - Modify ×
Device	Employee	* person ID	2356
2 Person	Visitor	* name	jeam
C Attendance		ID card/IC card	Support numbers, letters, length 1~32 bits
4 Pass		Do you need attendance	Disabled
Config		Face recognition avatar	(Please upload JPG, PNG, JPEG images in not more than 500KB)
\$ System			Click upload image Suggested 480 * 640PX
		* the group belonging to	• •
		expire time	Please select expiration time Note: After the validity period expires, the device will automatically delete personnel
		phone	Please input the phone number
		email	Please input your email
		gender	male female

4.1.7.Delete employees individually and in batches

• Single delete

In [Employee List], after corresponding employee information, click the "Delete" b utton on the right to delete the employee.

•batch deletion

In [Employee List], select the employee information to be deleted in batches, and click the "Delete" button next to "New" to delete these employees in batches.

Note: When an employee is deleted, the authorization of all devices of that perso n will be cancelled accordingly

4.1.8.Employee group management

• New group

On the left side of [Employee List], first click to select the group name that need s to add a subgroup, then click Add Group, fill in the group name, and click OK to c reate a new group

• Add, rename and delete groups

Find the group name to be modified on the left side of [Employee List], right-clic k, and select one of the new, rename and delete functions according to your needs t

o operate

nashboard	Person	Dashboard Employee	× Employee - Mo	dify ×	
Device	Employee	New a group	Create	💼 Delete 🚺 🖿 batch import	~ authorize
24 Person	Visitor	✓ employee group	please input empl	loyee ID o	
©			photo	employee ID	name
Attendance				2356	jeam
Pass				12234	1111
Config					
Ö System					

Select personnel and click the Batch Group button to open the Batch Group page to select a group, and you can modify the personnel group in batches.

=							
n Destinant	Person	Dashboard Device	• Pass Record •	Employee =		1	
Deske		a New a prosp.	12 Cross 0 1	Authorite Authorite	B Experies Batch grouping		
a Emiso	Visitor 🤍	 Employed group 123 	Employee Nationaloyee	rano 🖸 Time intervar 🗐 🕬	T Quite -: End Quite		
() Athinstance	Blacklist Authorization 🕹	Unclassified	0 Ci	Photo Name	Shift Phone ©	Email	Operation Take proto (§) Denvel - Merel +
Alt Conto				Batch grouping	×	Total 1 10(pag	e - Per 1 Ref Cold 1
\$ 39100				Group belonging to : Please choose	mpkiyne group • Cancel Deel		

4.1.9.Employee authorization

Steps :

The first step, after selecting the employees who need to be authorized, click th e authorization button;

The second step, is to select the authorization type in the pop-up window.

The third step is to select the devices that need to be authorized (multiple choic es are available)

The fourth step, select the type of transit time, (choose to obtain from the pers onnel information will be configured according to the transit time in the personnel d etails) The fifth step, select the time period for the employee to pass (multiple time periods can be selected, up to three), If you don't fill it, you can pass

The sixth step at any time period of the day by default, and click Process.

n Dashboard	Person	Dashboard Employee	× En	nployee - Mod	ñy ×		
Device	Employee Visitor	 New a group employee group 	Cre	eate	j Delete Datch.	import ~ authorize	
Person		mm		hoto	employee ID	name	phone
Attendance					2356 authorize	jeam	×
Config					* status : * online device list :	authorize deauthorize Please choose from list	
🔅 System					Allow time period :	 研始时间 - 结束时间 	_
						Cancel	deal

The sixth step, you can view the information of the successfully authorized pers onnel in the [Auth Record] of the general [Authorization], or click the device name o n the left to view the authorization information of all personnel on the device.

	2						0	ne ne zi 😪 i P	and the
	Person	Deinboard Auth bia	ne - Autoritecto	ng =					
	Employee	The Development	fame the next	of the perm					
٦	Visitor	Rd	Partnet photo	Portrait sectlication status	Person number	Name	Gently	Valid period	
	RestrictedList	ander some		weeky correct.	219301	2009-01	Employee	Perturent	
**	Authorization ~	會能豐富的者		Veldy correct	219930	200805	temployee	Permanent	
	Auto Status Auto Ressal			Verty correct	21142348	anonia	it replaying	Panigrant	
ľ				verty const	219290	200608	Employee	Participant	
				verty coned.	210236	200906	timplayee	Persoanent	
l				Verty conect	110297	20005	timplayee	Prenament	
L				Verty consci	119294	200603	Grapkoyee	Pressant	
l				Verify correct	319299	200804	Employee	Permanent	
I				VerBy connect	319293	created	EntRoyee	Permanent	
				werey assessed	210294	poseau	Employee	Permanent	

The seventh step, you can check whether the authorization is successful in the [A uth Status] of [Authorization].

Note: If an unregistered photo of a person is created on the device (mainly for d rawing cartoons) and both a person created and a registered photo will be displayed

=	6				Inter, syst	em 🗵 🥐 🐖 🕹 English 🖂
n Dashboard	Person	Dashboard Auth Status ×	Auth Record >			
Device	Employee	Authorization type All	▼ Time interval 💿 Start T	ime - End Time		
2	Visitor	Numbering.	Types of	Status	Creation time	Operating
Persor	RestrictedList	25	Employee authorization	Not synced	2020-09-19 15 14 52	Details
(C) Attendance	Authorization	23	Employee authorization	Not synced	2020-09-19 15 14 50	Details
\$	Auth Status	- 24	Employee authorization	Not synced	2020-09-19 15 14 50	Details
Pass	Auth Record	22	Employee authorization	Not synced	2020-09-19 15:14:49	Detaits
Cnotg			Employee authorization	Not synced	2020-09-19 12:30.45	Dotaile
¢ System					Total S 10/page	Prov 1 Next Golle 1

The eighth step, if the status shows that it is not synchronized at this time, you can click the details on the right to view the reason for the failure of an employee's authorization.

Note: You need to make corresponding changes based on the error message for the retry button to work

Person number	Device name	Status	Error message	Operation
12233	请设置公司名	Authorization failed	Device is not online	D Reby
			Total 1 100000	Prev 1 Next Go to

4.1.10.Employee information export

Click [Employee Staff] on the page to export all staff information on the current

page as excel files

and the second se			Authorize	Export photo Employee	export	
 Employee group 	Please input employee ID c	Q				
test	Number Photo	Employee ID	Name	Phone	Email	Operation
	12	10086	Jade			Take photo 🛛 🔓 Delete
					Total 1 10/p	nege 😕 Prev 🚹 Next Go to 1
-0	10086	Jade	BI.			
6.54						Total 1 10/page
En	nployee export				×	
	* Status:	 Partial export 	 Export all 			
				Cancel Deal		

The exported excel format is:

A	8	C	D	E	F	G	H	1	J.	K	E	M	1
Employee ID (required)	Name (required)	ID/IC card number	Gender (required)	Mobile phone number	Mailbox	Birthday	Entry date	Belonging to the group	Do you need attendance	Attendance shift			
10885	Jade		Female						Yes	Default			

4.1.11 Batch grouping

Batch edit selected groups of people

										@ ~	
Person	Dashboard Employee	*				_					
Employee	D New a group	•	Create 🗎 Delete	Authori	Batch grouping	to import s	Export ~				
Visitor 🗸	Employee group	E	inpixyee ID/Emitryee nam	Q Time	merval 🔯 Islan Das	e - End D	ate				
Blacklist	Unclassified		1D &	Photo	Name	Shift	Phone \$	Email	Operation		
Authorization 🗸			1554		daddd				Take photo	ê Deete	New *
			617d9864215346at96929f 3249d849ff	2	125441				Take photo	â Delete	New *
			1111111 111111		m				Take photo	8 Delete	New *
			123456789012845678901 2345678901234567890	2	戰凡		123123		Take proto	🖞 Delete	New *
								Total 4 10/pag	e 🗸 Pasy 📑	Next	Go to 1



4.1.12 . Move to the blacklist

On the employee list display page, you can set employees to blacklist users allowed,

but messages are sent to the receive mailbox. Note: After moving to the blacklist, all the

relevant attendance records of the current staff will be cleared.

Move to the blacklist user steps are listed below :

=								🔘 Hello , system 🐳 🛛 🏟 🖉 🖉 English	t
nashboard	Dashboard Employee	×			_				
Device	C New a group	Creale	â Oelete	S Authorize	Batch grouping	Move to restricted list	Import 🤟 🖿 Export 🤟		
# Person	Employee group	Employee ID/Em	lioyee nam	Time interval	Start Date - Er	d Date			
O	Unclassified	□ 10 \$	Photo	Name	Shift	Phone ¢	Email	Operation	
Attendance		00001		00001				 Take photo Move to restricted list Delete View • 	
⇔ Pass							To	tal 1 10/page ~ Prov 1 Next Coto	1
Config									
¢ System									

Single move to the blacklist: Click the [Move to the blacklist] of each employee, and

click the confirmation in the pop-up prompt box to move the employee to the blacklist

=								🕘 Helo, yolan 🖂 🛛 🏶 🖉 👘 English 🐱
R Dashboard	Destributed Employee							
Device	New a group	D Create	Delato	 Authorze 	Batch grouping	Move to restricted list	Import 🗸 🗈 Export 🗸	
2. Ferson	Employee group	Employee ID/Ex	adyee nam	Time interval 🗉 👘	atart Date • En	d Date		
©	Unclassified	¢ 01 📋	Photo	Name	Shift	Phone \$	Email	Operation
Atlendance ≑		00001		00001				Takis photo Mover to restricted list Dolsto vnew
Pass							3	fotal 1 10/page v Prev 1 Next Go to 1
Config								
¢ System								

Batch move to the blacklist: select multiple employees, and then click [Move to the blacklist] at the top of the display list to move the selected employees to the blacklist in

batch

=								💮 Helis , system 🔗 🕴	🕐 - 👘 Engent
Cashboard	Dashboard Employee				-				
Device	B Now a group	Creatin	8 Delete	 Authorize 	👗 Batch grouping	Move to restricted list	b import - b Expo	n. ~	
2 Person	Employee (poop	Employee ID/Emi	oyee nam 🔍	Time interval	Start Date - E	ind Date			
(S)	Unclassified	□ 10 ♦	Photo	Name	Shift	Phone 🚭	Email	Operation	
Attendance		00001		00001				 Take photo Move Deleto View • 	to restricted int
⇔ Pass								Jotal 1 10/page - Prav. 1	Next Go to 1
Config									
¢ System									

4.2.Visitor management

The visitor list is used to manage employee information, such as viewing, adding, editing, and deleting visitor information.



4.2.1.Add visitor information individually

Steps:

1) In [Visitor List], click the "New" button to enter the guest add page;

2) Fill in the person ID, name, gender, belonging group, mobile phone number, ID number, etc., add the face recognition photo and click "Save" to complete the creation n of the visitor.

n Dashboard	Person	Dashboard	Visitor - Add ×
Device	Employee	* name	Support Chinese, English, numbers
2 Person	Visitor	ID card/IC card	Support numbers, letters, length 1~32 bits
() Attendance		Face	(Please upload pictures in jpg, png, jpeg format, and the size does not exceed 500kb)
↓ Pass		avatar	Click upload image
Config		gender	Suggested 480 * 640PX male female
System		phone	Please input the phone number
		purpose	Please input your purpose
		come from	Please input your company
		* Interviewee name	Please input interviewee name
		car number	Please input car number
		Number of	Please input the number of visitors

Instructions for uploading facial recognition photos

Upload from local

Click "Upload from Local" to open the local folder and select the jpg and png fa ce photos in the folder

Remarks: portrait photo specifications

1. Please choose a frontal headless photo in the past three months with a clear

head and even light exposure;

2. The recommended size is 640 px * 480 px, and the size does not exceed 500k

b. Only jpg and png file formats are supported ;
3. Faces need to account for more than 1/3 of the photo to avoid blurry photos, wearing sunglasses, excessive beauty, and rotation of the avatar;

4.2.2.Refresh visitor information

Right-click in [Visit Management] and click the "Refresh" button to refresh all visit or information in the list to the latest state.

4.2.3.Visitor details and editing

•Visitor details

In [Visitor List], find the visitor you want to view and click the name to enter the details page to view specific visitor information.

• Guest edit

On the details page, edit the content to be modified. You can modify the basic i nformation and photo information of the visitor. After modifying the information, clic k Save

n Dashboard	System	Dashboard	Visitor × Visitor - Modify ×
Device	Organize	* name	jijisjasijis
2 Person	Role User	ID card/IC card	Support numbers, letters, length 1~32 bits
() Attendance	System Setting		(Please upload pictures in jpg, png, jpeg format, and the size does not exceed 500kb)
↓ Pass	System Info	recognition avatar	
ت Config			Click upload image Suggested 480 * 640PX
🔅 System		gender	male
		phone	Please input the phone number
		purpose	Please input your purpose
		come from	Please input your company
		* Interviewee	1000
		name	
		car number	Please input car number
		Number of	1

4.2.4.Delete visitors individually and in batches

• Single delete

In [Visitor List], after corresponding visitor information, click the "Delete" button o n the right to delete the visitor.

• batch delete

In [Visitor List], select the visitor information to be deleted in batches, and click t he "Delete" button next to "New" to delete these visitors in batches.

Note: When the visitor is deleted, the authorization of all devices of the person will be cancelled accordingly

4.2.5.Visitor authorization

It is basically the same as the steps for employees to collect, please refer to 4.1.9 [Employee Authorization]

4.2.6 . Move to blacklist

On the visitor list display page, visitors can be set to a blacklist. Blacklisted users are allowed to pass, but emails will be sent to the receiving mailbox. The steps to m ove to blacklist users are as follows :



Move to the blacklist individually: Click [Move to Blacklist] in the operation bar of each

visitor, and click OK in the pop-up prompt box to move the visitor to the blacklist

Visitor name	٩						
Photo	Name	Phone	Purpose	Come from	Interviewee	Status	Operation
2	LDO				Jade	Permanently effective	D Move to restricted list
						Total 1 10/0 v	Prev 1 Next Go to

Move to the blacklist in batches: Select multiple visitors and click [Move to Blacklist] at

In Create
Authorize

Visitor name
Q

Photo
Name

Phone
Purpose

Come from
Interviewee

Jade
Permanently effective

Tatis 1
10/page v

Tatis 1
10/page v

Prev
1

Next
Cone for

the top of the display list to move the selected visitors to the blacklist in batches.

4.2.7. Visitor QR Code

The purpose of the visitor's QR code is: the host adds a visitor to the system an d authorizes it to the device, uses a QR code generator to generate a QR code from a link, and then provides the QR code to the visitor, and the visitor scans the code t o fill in the ID After verifying the visitor' s information, the visitor' s exclusive QR co de is generated, and the visitor can pass through this exclusive QR code on the devi ce.

- Step 1: Add visitors and authorize them to the device. For how to add visit ors, please read 4.2.1 Adding Visitor Information and 4.2.5 Visitor Authorizatio n
- Step 2: Use a QR code generator to generate a QR code with the link. (The QR code generator can be searched on Google or Baidu, no tools are provide d here), this link is:

IP/domain name: port+"/qrcode/IdentifyCheck.html ? lang="+language (ch, es, en, ko)

Here IP/domain name: port is the IP/domain name: port displayed by the system

browser address at this time,

lang is the language, ch is Chinese, es is Spanish, en is English, ko is Korean,

For example, link 192.168.1.28:9000/qrcode/IdentifyCheck.html? lang=ch, use this link to generate a QR code with a QR code generator. (The QR code generator can be se arched on Google or Baidu, no tools are provided here)

Send this QR code to the visitor, and the visitor will scan the QR code and enter the ID verification information. If they are consistent, an exclusive QR co de will be generated. The visitor can use the QR code to pass (the visitor' s mobile phone and server require In a local area network).

Note: If the LAN version is used, the guest mobile phone needs to be in the sa me LAN as the computer, and there is no restriction on the cloud.

4.2.8 . Batch import of visitor information

Operation steps: in [visitor List], click "Import-> Batch Import Visitors" button to enter the batch information import pop-up

1) The first step, click "Visitor Template" to download the excel template file to the computer with the file name " Visitor Template. xls", then batch in visitor information;

Note: Date format is like : 2019/6/6,2019/12/21

2) In the second step, click "Upload Excel file", select the excel file that has filled in the employee information, the file uploaded successfully, display the successful upload status, and display the name of the file ;

3) In the third step, click "Start Import", prompt after import completion "to

successfully import the personnel information"; after completing the import, return to

[Personnel List] to view the imported personnel information.

=			
n Destboard	Person	Dashbowd Visitor •	
Deider	Employee	😰 : Creato 🗿 Delimi Authorea Da Import 🥪 Mave to restricted tet	
2 1)esso	Visitor	Watername Q	
(C) Attendunce	Blacklist	Prote Prote Batch Import visitor × wwwe Status Note : Please check the file name. If the file name ontains Chinese, it will cause 1	Operation
ter Pass	Paim	he file to display abnormally in UNIX and LINX systems. Supported upload format is also, also, the form must be filed out in a template format and the columns canno	
Conng	Finger Authorization ~	t be modified, the first line of the form is the column name. Index to	10page - Pier 1 Hent Easte 1
¢ System		opencicad Exect Introduits, Sath NR visitor allo then specad * File : Up/vad Exect Sec	
		Stop repeat Visitor repeat deal : Cover repeat Gancel Stort importing :	

Description of how the import begins

• Overcover existing visitors: import files, duplicate employee information will be

blocked

• Skip Existing visitor: Repeat employee, second imported employee information will

be skipped

Import failed exception description

• The uploaded excel file content or format does not meet the template specification.

Click to start import and directly prompt "Upload file error"

4.2.9 . Batch import of photo information

Operation steps: In [visitor List], click the "Batch Import-Photo Information" button to

enter the batch import photo pop-up

The first step, click "Upload ZIP Package", open the selection folder window, select the

file upload;

The second step, click on Start Import.



Portrait import rules description:

• [Portrait file naming] The naming of the portrait file needs to correspond to the visitor number. After uploading successfully, you can view the corresponding personnel portrait information in the personnel list ;

•[Format Size Limit] Only jpg and png file formats are supported and files with each portrait file size must not exceed 500k, will not be imported ;

•[Portrait Limit] The face should account for more than 1 / 3 of the photos. Please choose the front bareheaded photo in the past three months, with a clear head and uniform light, to avoid the head picture can not be used for face recognition ;

•[Select Folder to upload] After meeting the above conditions, put the named portrait photos in the specified folder, and select the folder for import;

Portrait import failure description

• A picture file size does not meet the requirements, after modified, can be reimported

4.2.10 Visitors' QR code export

Export the QR code generated by the visitor ID, which can be used to scan the code

for identification.

Dasht	board Visito	r ×			ſ		
ice	Create	Delete	Authorize Mo	ve to restricted list	🖬 Import 🗸	Crcode	
e la	Visitor name	Q					
	Photo	Name	Phone		Purpose	Come from	1
ance		20000					J
fig							
em							

4.3.Blacklist



When creating a new blacklist, you need to select the type of access (no access, access warning). After setting to prohibit access, the blacklist will not be allowed to p

ass. After setting the access warning, the blacklisted person will be allowed to pass b ut will send a warning email to the recipient. mailbox. Create as shown in the figure below:

	Special symbols are not supported	
D card/IC card	Support numbers, letters, length 1~32 bits	
Face recognition avatar	(Please upload pictures in jpg, png, jpeg format, and the size does not exceed 500kb)	
	Click upload image Suggested 480 * 640PX	
Gender	Male Female	
Phone	Please input the phone number	
* Pass type	Please select pass type	
Remark	No entry Pass warning	
Normann		

After creating a new blacklist user, you need to authorize to the device. If the ac cess type is [Access Warning], you need to set the sending and receiving email addre sses of the alarm. Please read the following for the specific operation steps.

In System->Alarm Settings, after turning on the blacklist alarm switch, the system will automatically send emails to the recipient mailbox for the blacklisted personnel. Note: You need to turn on the mail service settings first, please refer to [7.6 Mail Ser vice Settings]

≡				
n Dashboard	System	Dashboard Alarm ×		
	Organize	Temperature alarm switch:	Disabled	
Device	Role	blackList alarm switch:	Enabled	
Person	User	Notification language	Chinese	*
C Attendance	System Setting	Notification email settings	Please set the recipient email, please click "Add"	Add
4	Alarm			
Pass	Mail		Save	
Config	System Info			
🔅 System	_			
Cystem				

4.4. Palmprint management

Palmprint management is used to manage the palmprint information of employees and visitors. You can view the palmprint input, collect, distribute, and clear the palmprint of employees. (Support for palmprint versions above v1.41.6.4)

4.4.1. Palmprint list

Click personnel > palmprint management to display the palmprint list page to view the palmprint entry of employees and visitors

≡						🌒 Helo , system 🖂 🛛 🕸 🗸 📔 Englan 👒
n Dashboard	Person	Dashboard Palm ×				
Device	Employee	Synchroized				
*	Visitor 🗸	Please input person Name	onType All	• Palmstate All •		
Person ©	Blacklist	PersonNo	Name	PersonType	Palm	Operation
Allendance	Palm	3497ad3a34b1413a841769237a88c711	m	Visitor	.het coinct	I Collect
+ Pass	Authorization 🕹	555888	5588	Employee		III Collect
•		555	8888	Employee	Collected	IE Collect
Config					· · · · · · · · · · · · · · · · · · ·	onară 104paga v Piev 11 Nievi Golto 1
¢ System						need telefore to the telefore

4.4.2. Palmprint collection

Click the operation type acquisition button in the palmprint list, pop up the palmprint collection page, select online equipment, click the processing button to collect palmprint

=					🔘 esta,	ayadam - 🏟 - Englast -
n and the second	Person	Dashtoard Pain +				
	Employee	Synchrousod				
Desker Petton/ Attendunce	Visitor 🕓	Please legal person Norme	nType All +	Palmstale All +		
Petern	Blacklist	PersonNo	Name	PersonType	Patrin	Operation
Attentionice		0497ad3a34b1413a641769237a66c711		Visitor		IE Codert
	Authorization 🖂	SSSAAD		Emproyee	1d mar	IE CANH
Cointg			Collect	×	Collected	IE Called
			* Online device list :	ease choose from list 🔹	linara (Orpage –	Frank 1
¢ System				Cancel Deal		

on the device

4.4.3. Palmprint synchronization

Click the [synchronize] button to pop up the [palmprint synchronization] page. After selecting [issue] and [online device], click [process] to synchronize the palmprint information of personnel to the device, and select [clear] to clear the palmprint information of corresponding personnel on the device



4.5. Fingerprint management

Fingerprint management is used to manage the fingerprint information of employees and visitors, can check the fingerprint entry status, collect, issue, and clear the fingerprints of the personnel. (**Fingerprint version device support**)

4.5.1. Fingerprint list

Click People -> Fingerprint Management to display the fingerprint list page, and you can view the fingerprint entry status of employees and visitors.

≡							Helo, system 🔗 📔 ֎ 👋 📋 Englan 🔗 👘
R Dashboard	Person	Dashboard Finger x					
Device	Employee	Synchrozzed Finger do	beoinw				
R. Election	Visitor 🗸	Please input person Name	Q PersonType All	* Finger stat	as All +		
© Altendance	Blacklist	PersonNo Iest	Name	PersonType Employee	Finger position	Finger Not collect	Operation Finjor device
⇔ Pass	Finger		HCS1	Entholies	None	Totat 1 10/page	10.00
Config	Authorization 🤝					ann i cafada	T THEN DO NOT
Ç System							
og skalter.							

4.5.2. Fingerprint download

Select a person and click the fingerprint download button, and the fingerprint download

page will pop up to select an online device, and click the process button to download the

fingerprint information of the corresponding person on the device.

=							🗋 Helo , system 🖂 🕴 🖗 🔟 🛛 English 👒 👘
R Dashboard	Person	Dashboard Finger x					
Device	Employee	Synchrouzed Finger d	bediriwo				
*	Visitor 🗸	Please input person Name	PersonType All	* Finger sta	tus All *		
Person	Blacklist	PetsonNo	Name	PersonType	Finger position	Finger	Operation
Allendance	Palm	🗆 test	test	Employee	Nana	Not colloci	Finger deleta
+ Pass	Finger					Tutat 1 10	ipage ∽ Pterr 1 Next Goto 1
Config	Authorization ~					1 III III	999999 - THT ERRI 130 83 1
Ö System							

4.5.3. Fingerprint synchronization

Click the [Sync] button to pop up the [Fingerprint Synchronization] page, select [Download] and [Online Device], click [Process] to synchronize the fingerprint information of the person to the device, select [Clear] to clear the fingerprint of the corresponding person on the device information.



4.5.4 Fingerprint removal

Click the fingerprint clear button in the fingerprint list to clear the relevant fingerprint

information of the corresponding person on the selected device.

≡						Helo	, system 🖂 🖉 😼 📘 English 👒
R Dashboard	Person	Dashboard Finger x					
Device	Employee	Synchroized Finger downlo	ad				
#	Visitor 🤍	Please Input person Name	PersonType All	* Finger status	All *		
Person	Blacklist	PersonNo	Name	PersonType	Finger position	Finger	Operation
Allendance	Palm	e lest	test	Employee	None	Not colloci	B Finger deleto
+ Pass	Finger					Tutat 1 10ipage 🗸	Pitter 1 Next Go to 1
ŵ	Authorization 🧹					inter i robađe 🤟	Pitter 1 Next Go to 1
Config							
🔅 System							

5. Attendance Management

[Attendance Management] The module is used to customize attendance rules, que ry and export all personnel's attendance records, attendance statistics and working ho urs statistics. If a company needs to use the attendance system, and want to display the calculated attendance, the following points must be ensured:

A: The attendance shift is set in the system

B: Personnel information opens the attendance and selects the attendance shift [s elect the shift in the personnel information]

The data source on which time attendance is based and the device's pass record. If you have two devices for attendance check-in, set the access type of one device to "in", only use for work check-in, and set the access type of the other device to " "O ut" is only used for clocking in after get off work, and the calculated attendance da ta will be more accurate. If there is only one device used for attendance clocking, yo u need to set the device access type to "no type", that is, the access/access type. Th e access type is a device feature, please modify the settings on the device details pa ge.

5.1.Attendance rules

Take Care : If the system is needed to count the company's attendance, please open the system every day and ensure communication with the attendance equipment (i. e., the network is smooth and the personnel identification records from the attendance equipment). If the system is not opened for a long time, the attendance cannot be counted correctly counted.

5.1.1.Period Setting

The main information contained in the Period includes: Period name, Period segm ent (working time ~ working time), overtime rules, etc. The page of shift segment dis play is as shown below. Click the delete icon at the end of each column on the page of Period segment display to delete the Period information of this column.Select the box in front of multiple columns to delete the selected Period information.

Attendance Name	Period(Work time-off work time)	Number Of Employee	Handle
dayShift	Period 1: 09:00-18:00	3	â Delete
nightShift	Period 1: 20:00~23:50	0	â Deiete

> Click the "create" button at the top of the page ,create period setting pa

ge can be opened.

	* Name Special symbols are not supported	
vertime rules Work day work hours full 0 + Hours,Leave work late 16:00 is work day overtime Holiday/Festival work hours full: 0 + Minute, And start work earlier 09:00 Leave work late 18:00 is overtime		
Holiday/Festival work hours full: - 0 + Minute, And start work earlier © 09:00 Leave work late © 16:00 Is overtim	Period set Commute once a day Commute twice a day Commute three times a day	
	time rules Work day work hours full - 0 + Hours,Leave work late 🖸 18:00 is work day overtime	
	Holiday/Festival work hours full: - 0 + Minute, And start work earlier © 09:00 Leave work late © 16:00 is overtime	e
is ociatini () tes () No	Is default () Yes O No	

- Name :
- 1) Custom input Chinese, English and Numbers
- Period Setting :

In the shift setting, you can choose several times a day for commuting, up to thr ee times a day, the first commuting time is shift 1, the second is shift two, and the t hird is shift three. By default, you need to check in and calculate attendance every ti me you go to and from get off work. The commuting time should be set in chronol ogical order, as shown in the following figure:

* Name	Special symbols are not supported			
Period set	Commute once a day Commute twice a d	ay Commute three times a day		
	The first time: Working hours:	Off work time: 🕓 18:00		
	The second time: Working hours: 9 19:00	Off work time: (9.22:00		
	The third time: Working hours: O 23:00	Off work time: O12:00		
	Late at work - 0 + minutes	is not considered late. Early at work - 0 +	minutes is not considered early.	
ertime rules	Work day work hours full - 0	+ Hours,Leave work late © 18:00	is work day overtime	
	Holiday/Festival work hours full: -	0 + Minute, And start work earlier (§ 09:00	Leave work late 🕒 18:00	

Overtime Rules

1) You can manually enter/select the time required for working overtime and the time point of leaving the office;

2)You can manually enter the required overtime hours of general holidays and holidays as well as the on-off/off-hours;

> Click the work time name information (blue font) to display and modify th e detailed information in that shift, as shown in the figure below, the detailed inf ormation of the dayShift (example) can be modified on this page, click save to re direct to the shift display page.

Dashboard	Shift × Shift - Modify	*					
* Name	Default						
Period set	Commute once a day Com	mute twice a day	Commute three times a day				
	The first time. Working hours:	09:00	Off work time: 💮 18:00				
	Late at work - 15	+ minutes is not	considered late. Early at work -	15 +	minutes is not considered early.		
Overtime rules	Work day work hours full -	8 +	Hours,Leave work late () 18:00		is work day overtime		
	Holiday/Festival work hours full:	- 360	+ Minute, And start work earlier	© 09:00	Leave work late	④ 18:00	is overtime
ls default	• Yes O No						

5.1.2.Festival Setting

Click the delete icon in the operation to delete the current holiday. Select the bo x in front of multiple columns to delete the selected holiday information. The followin g picture shows the display page for the holiday setting:

	Handle
2020-12-25-2020-12-25	to Del

Click the "Create" button at the top of the page to open the page of new
 Festival Settings;

* Festival Nmae:				×	
Start & Finish Date:	start tim	e - end	1 time		
Remark:					
[Cancel	Save And (Continue	Save	

> Click the column of festival name (blue font) to display and modify the det ailed information of the festival , as shown in the picture below. The detailed info rmation of Christmas (example) can be modified on this page. Click save to modif y and jump to the festival display page successfully.

Festival Nmae:	Christmas		
Start & Finish Date:	2020-12-25	- 2020-12-26	
Remark:			

5.1.3.Holiday Setting

In the general holiday setting, you can customize the time of various general holi

days by clicking the "Create" button, click the delete icon in the operation to delete the current general holidays, select the box in front of multiple columns, and delete t he selected information of multiple general holidays.The following figure shows the di splay page for the general holiday setting:

Create Detele		
Holday Name	Rest Day	Handle
weekend	Saturday Full-Day , Sunday Full-Day ,	Défele

> Click the "Create" button at the top of the page to open the new holiday

setting page;

Rest Day		
Create		×
* Holiday Name:		
Rest Day:	 Mon Full Day Tues Full Day Wed Full Day Thurs Full Day Fri Full Day Sat Full Day Sun Full Day 	
	Cancel Save And Continue	Save

➢ Rest Day : Single or multiple choices from Monday to Sunday are available for custom defined weekly fixed rest days

> Click the holiday name (blue font), the detailed information in the holiday can be displayed and modified, as shown in the figure below (for example), can b e modified on this page, click save to modify the successful jump to the holiday display page.

Holiday Name:	weekend			
Rest Day:	 Tues Wed Thurs Fri Fu Sat Fu 	Full Day Full Day Full Day Full Day ull Day Full Day Full Day		
l				

5.1.4.Configuration

Attendance configuration is used to set employee's hourly salary, daily salary, pub lic holiday salary multiples, holiday salary multiples, etc. The salary in 5.4 [Working H ours Statistics] is calculated based on the salary in the attendance configuration. The attendance configuration page is shown below:

Note: The attendance configuration in the system is empty by default, and the sa lary is not calculated by default in the working hours statistics section. After editing a nd adding hourly wages, daily wages and other data on this page, click Save, and 5.4 [Working Hours] will calculate the salary. [Working Hours] For details, please refer to catalog 5.4.



5.1.5 . Schedule setting

The shift scheduling setting is used to set the daily attendance shifts of employe es. To use this setting, you need to select attendance when creating employees. The shift scheduling setting list displays the current month's shift scheduling by default. A fter setting public holidays and festival days, the word off will be displayed in the cor responding date column

≡												. Held	, system	~ @	~ E	iglish ~
n shboard	Attendance	Dashb	oard	Shift setting	j × 1	Employee	× Em	ployee - Add	×							
() levice	Rule ^		Croato	a De	lete	l Import v	0									
2. erson	 Shift Festival 	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			is displayed by is used by defa					th selected by	the personna	el will be reset	when deleted	and the atter	vdance shift s	slected :
() indance	Holiday Configuration		imployee ID	/Emloyee nar	me	Q Mont	h 📃 Pie	ase select mo	onth							
4 Pass	Shift setting		Name	ID	01/Thur	02/Fn	03/Sat	04/Sun	05/Mon	06/Tues	07/Wed	06/Thur	09/Fin	10/Sat	11/Sun	Operat ng
Pass 1	Record		123	000	Unsched uled	Unsched uled	Unsched uled	Unsched uled	Unsched uled	Unsched uled	Unsched uled	Unsched uled	Unsched uled	Unsched uled	Unsched uled	e Dele
kontig vslem	Statistics Working Hours v Presence Statistics Ask For Leave										Total 1	10/page ~	Ртеч		Next Go	to 1

Set shift: click New button to open the new shift setting, select employee or emp loyee group (selecting employee group will schedule all employees in the group), wor k shift and shift date (multiple choices are allowed), and then click Save button to se t employee shift. After setting, employee attendance will be analyzed according to th e shift rules, If there is no shift arrangement, it will be analyzed according to the atte ndance shift selected when the employee is created

\equiv								
a Dashboard	Attendance	Dashboard Shift setting × Employee × Employee - Add ×						
Device	Rule A	C Create Delete D Import V						
2. Person	 Shift Festival 	The earrest month schedule is displayed by default, and all schedule information of the earrest month selected by the in the personnel information is used by default to calculate attendance for unscheduled shifts.		el will be roset v	vhen deleted.		tance shift sc	
() Attendance	Holiday Configuration	Employee ID/Emloyee name: Q Month 📄 Please select month						
\$	 Shift setting 	Name ID Create	×	08/Thur	09/Fn	10/Sat	11/Sun	Operati
Pass	Record	123 0C * Choose a type : O Personnel selection O Group selection		Unsched uled	Unsched uled	Linsched uled	Unsched uled	昔 Deiel e
Corifig	Statistics	* Shift to work : Please select the employee's work shift +		10/page 🗸	Prev		Next Go	
System	Working Hours \sim	* Date : 🔠 Select one or more d		To page .			Next 120	0
	Presence Statistics	Cancel Save And Continue Save	e					
	Ask For Leave							

Delete shift information: click the delete button in the figure to reset the shift arr angement of the month selected by the employee, and reset the shift arrangement o f the current month by default

Ξ												Hello		~ 🏟		
n Dashboard	Attendance	Dashb	oard	Shift setting		Employee	× Em	iployee - Add	×							
Device	Rule ^		Create	â Del	ete 🚺	i import ->	Ð									
2. Person	ShiftFestival			onth schedule rel information i						th selected by	the parsonne	al will be reset :	when deleted.	and the atter	idance shift s	elected ×
() Attendance	 Holiday Configuration 	E	mplayee (E)	/Emloyee nan	ie 🚺	Q Mont	h 🗐 Pie	ase select m	aith							
\$	Shift setting		Name	ID	01/Thur	02/Fri	03/Sat	04/Sun	05/Mon	06/Tues	07/Wed	08/Thur	09/Fn	10/Sat	11/Sun	Operati ng
Pass	Record		123	000	Unsched uled	Unsched uled	Unsched uied	Unsched uled	Unsched uled	Unsched uled	Unsched uied	Unsched uled	Unsched uled	Unsched uled	Unsched uled	ê Delet
Config Def System	Statistics Working Hours \checkmark Presence Statistics Ask For Leave										Total 1	10ipage ⇒	Prev		Next Go	lo 1

Import: import employee scheduling settings through Excel

Steps: 1. Download the template and fill in the employee name, employee ID (re

2.To import the shift schedule, click excel last time, select the completed e

xcel sheet, and then click Import.



A A	8	. C	D	E	F	G	н	1	1	K		м	N	0	P	Q	R	S
1 п	Name	2021/04/01	2021/04/02	2021/04/03	2021/04/04	2021/04/05		2021/04/07	2021/04/08		2021/04/10	2021/04/11	2021/04/12	2021/04/13	2021/04/14		2021/04/16	2021/04/17
2 00	123																	
3		-				0												
4	-			-									-	6				
6	_	-																
8																		
10	_																	
12	-														2			
13				-														
16						-									1			
16 17 18 19 20 21 22																		
20				-										3				
21																		
28		-																
23 24 25 26 27 28 29 30																		
27																		
29			2	· · · · · ·														
31		-		-								-						
33											-							
31 32 33 34 35 36 37		-		-							-							
30		-													-			
38				-						-	-		-		Ð ¢	°, © ♦ 🖽		
40 41	B	1									0.00							
=														🔘 Helo	, system (- @		pin) e
	At	tendance		Dashboard	Shit	ll setting	× Enq	aloyee ×	Етрк	iyee - Add	×							
Device			^	En Crea	ate	Delete		mport 🗸	۲									
		 Shift Festival 																
		 Holiday Configuration 	an .	Emplo	iyee (D/Emlo	yce name	٩	Month	13 Pleas	e select mon								
		 Shift setting 			ame (C	Impor	1						×	08/Thur	09/Fri	10/Sat	11/Sun	Operati ng
		cord		42		c		eal : 👩 d	Cover existed	employees	o Ju	mp Over		Unsched	Unsched	Unsched	Unsched	ê Delet
Confid		atistics					* 5		pload Excel (1	10/page 🗸		1	Netist Go	6
	1	orking Hours						Suppo	nt kis, kisk form	lat.								

Cancel Import

5.2.Attendance Record(Save for 120 days by default)

5.2.1. Attendance record list

Presence Statistics

Ask For Leave

[Attendance Record] module includes the attendance record of corresponding emplo

yees by time period, grouping query and employee name query, and the list file of e xported query results is downloaded to the local. The attendance record display page is shown in the figure below.

Rule 🗸 🝷	Staff groups	Export	Atlendance anal	ysis 🛛 🗃 Add-in	Card				
Record	test	Please enter the	e staff s name:	C. Time interval	Start Dale -	End Date	Status Alt 💌		
Statistics		Employee name	Group name	Date of attendance	First punch	Last punch	Status	Over time(h)	Operating
Working hours		泰东起		2020-10-01	2020-10-01 09:00:00		Shift one absence	0	Access detail
Statistics of absenteer		tighth		2020-10-01			Shift one aboance	0	Access detail
		jade	test	2020-10-01			Shift one aboonce	0	D Access detail
		idq		2020-10-01			Shift use advertue	0	Access detail
		ttghħħ		2020-10-15			Shift one absence	0	Access detail
		jade	test	2020-10-15			Shift one attuance	0	Access detail
		idq		2020-10-15			Shift one abushice	0	D Access detail
		御田昭		2020-10-15	2020-10-15 09:00:00	2020-10-15 18 31:00	Shift one full Attendances Workstay overfame	31m	Access detail

• Date of Attendance

1) The date of attendance record before the current date (excluding the current date) is displayed by default;

- First Punch/Last Punch
- 1) The employee's first opening time of the day is displayed in the first punch, and

the employee's last punch of the day is recorded in the last punch. If the employee

does not punch on the day, no data will be displayed.

Employee Name	Group Name	Date of Attendance	First Punch	Last Punch	Status	OverTime(h)
Jade	product group	2020-08-10			Absence	0
ldq	technical group	2020-08-10	2020-08-10 09:00:00	2020-08-10 21 15:00	Full Attendance&Workday Overtime	3
dlx	product group	2020-08-10			Absence	0
Jade	product group	2020-08-11	e -		Absence	0
ldq	technical group	2020-08-1	2020-08-11 12:14:58	2020-08-11 12:15:32	Absence	0
dlx	product group	2020-08-11	1		Absence	0

Status

1) If the employees clock in and out of the office on the same day, the status bar will show "full attendance".

2) If multiple shifts are set up, for example, the working time of shift one is 08:0 0, if it is late, the status bar will display as late for shift one; the same for shift two and three

3) If multiple shifts are set, such as the departure time of the shift is 12:00, if lea ving early, the status bar will display as leaving early; the same is true for the second shift and the third shift

4) If the employee is absent from work in a shift (such as being late and leaving early, it is also regarded as absent), the absence of shift in the status bar will be dis played, and the absence of other shifts is the same;

5) If the employee has to work overtime on that day, the status bar will display the "overtime" work on that day.

6) If the date falls within the scope of festival or holiday, the status will display "festiva /holiday overtime";

7) If the employee has to work overtime on festival/holiday, the status bar will show "festival/holiday overtime";

8) If multiple marker conditions are met on the same day, the status bar will display multiple states.

Please enter the	e staff s name	C Time interval	1 start date -	end date	status All 💌		
imployee Name	Group Name	Date of Attendance	First Punch	Last Punch	Status	OverTime(h)	operating
Jade	test	2020-09- <mark>1</mark> 1			Shift one absence Shift two absence		🗟 Access details
Jade	test	2020-09-12	2020-09-12 08:46 42	2020-09-12 17:46:02	Shift one full Atlendance	0	Access details

• export

1) Click the "export" button to download the staff attendance record form file containing the current query page to the local;

5.2.2. Attendance Analysis

Click the [Attendance Analysis] button on the attendance record list page to selec

t a time period to analyze the attendance at that time

Please enter th	e staff's name	C Time interval	Start Date -	End Date	Status All	Ŧ		
Employee name	Group name	Date of attendance	First punch	Last punch	Status		Over time(h)	Operating
李东起		2020-10-01	2020-10-01 09:00:00		Shift one absence		0	🗴 Access details
ttghhh		2020-10-01			Shift one absence		0	Access details
jade	test	2020-10-01			Shift one absence		0	Access details
ldq		2020-10-01			Shift one absence		0	🖨 Access details
ttghhh		2020-10-15			Shift one absence		0	Access details
jade	tesl	2020-10-15			Shift one absence		0	Access details
Idq		2020-10-15			Shift one absence		0	Access details
李东起		2020-10-15	2020-10-15 09:00:00	2020-10-15 18:31:00	Shift one full Attendar	Noe Workday overtime	31m	Access details

1) The time interval can be selected to recalculate and analyze the traffic record of this time period to get a new attendance record.

	e 6	Export	Attendance Analysis				
	Ple	ease enter the st	aff's name Q Ti	me interval	🗐 start date -	end date	
Ĩ		Employee Nam	e Group Name		Date of Attendance	First Punch	Last Punch
		Jade	product group		2020-08-10		
		ldq	Attendance Analysis			×	0 2020-08-10 21:15:00
		dix	* Start Date:				
		Jade	* End Date:				
		ldq	Line Date.	Lett			8 2020-08-11 12:15:32
		dix		_	Cancel	deal	
							Total 6

5.2.3.Attendance Add-in Card

Click the [Add-in Card] button on the attendance record list page to replenish th e card for the forgotten employee.

 Statt groups 	Export	Attendance ar	nalysis 🔯 Add-ir	n Card				
test	Please enter th	e staff's name	Q. Time interval	Start Date -	End Date	Status All +		
	Employee name	Group name	Date of attendance	First punch	Last punch	Status	Over time(h)	Operating
	李东起		2020-10-01	2020-10-01 09:00:00		Shift one absonce	0	Access deta
	tighth		2020-10-01			Shift one absence	0	Access deta
	jade	test	2020-10-01			Shift one absence	0	Access deta
	idq		2020-10-01			Shift one absence	0	Access deta
	tighhh		2020-10-15			Shift one obsence	0	Access deta
	jade	test	2020-10-15			Shift one absence	D	Access deta
	idq		2020-10-15			Shift one absence	0	Access deta
	李东昭		2020-10-15	2020-10-15 09:00:00	2020-10-15 18:31:00	Shift one full Attandance Workday overti	me 31m	Access deta

On the card replacement page, you need to select the add-in card employee, add-in card type (punch in,punch out), and the add-in card time. After clicking the submit button, the attendance record list will display the new attendance record after add-in

card. As shown below:

Employee name	Group name D	Date of attendance	First punch	Last punch	Status
李东起	2	2020-10-01	2020-10-01 09:00:00		Shift one absence
ttghhh					Shift one absence
jade	Add-in Card			×	Shift one absence
ldq	* Employe			· ·	Shift one absence
ttghhh	* Add-in Card - Typ		O Punch out		Shift one absence
jade	* Add-in Card - Time	e: 🕓			Shift one absence
ldq			Cancel	Submit	Shift one absence
李东起	2	2020-10-15	2020-10-15 09:00:00	2020-10-15 18:31:00	Shift one full Attendance Wo
					Total 8

5.3.Attendance Statistics

[Attendance Statistics] module includes data statistics of normal/abnormal attendanc e of employees in all time/specified time and overtime hours of working days/public holidays/holidays;

product group	Staff Name	Groups	ID	Normal	Late	Early	Absenteeism	WorkDays Overtime(h) Holidays Overtime(h)	Festivals Overtime(
technical group	Jade	product group	10086	0	0	0	2	3	
	ldq	technical group	10089	1	0	o	1	3	
	dix	product group	10096	0	0	O	2	3	
								Total 3 10/page ~ Prev 1	Next Go to

• Staff Group

1) In the employee grouping list, the group name and grouping information are the same as the grouping data in the [Employee List]. The data changes in the employee list are synchronized in real time. After selecting all groups, the attendance statistics of all employees will be displayed on the right side. Click the sub After grouping, onl y the employee attendance statistics in the sub-group will be displayed;

• Normal, late\early Absenteeism

1) By default, it is selected to display the statistical data of the month before the query date, which respectively display the employees' normal days, late arrivals, early depart ures, and absences. If there is no record of the corresponding status within the query time range, it will be displayed as 0;

workDays OverTime(h) 、 holidays OverTime(h)、 festival OverTime(h)

1) By default, the statistical data of the month before the query date is selected to display the accumulated overtime hours of employees working overtime on workin g days/public holidays/holidays. If there is no record of the corresponding status with in the query time range, it will not be displayed;

• Export

1) Click the export button to download the employee attendance record form file containing the current query page to the local;

5.4.Working hours

Working hours statistics is to calculate the working hours of the employee today (dail y statistics) and this month (monthly statistics) based on the employee's entry time a nd exit time, and can calculate the salary. The location of working hours statistics is s hown in the figure below:



The working hours statistics page specifically displays the employee ID, name, and working hours (the cumulative working hours of the month are displayed by default) as shown in the figure below:

			the second se	
ployee Id	Employee name	Working hours (hours)	Salary	Operatio
0086	Jade	24.0		Details
			Total 1 10/page V P	rev Next Go
				0086 Jade 24.0

- Working hours: By default, the accumulated working hours of employees in the current month are displayed
- Query: Under the [Export] button on the displayed page, you can enter the em ployee' s name and select the month in the search bar to query working hours
- Salary: The system default salary is empty, and the salary will be calculated afte r setting [Attendance Configuration]. For details, see 5.1.4 [Attendance Configuratio n].

(Set according to the actual situation, the following figure is just an example):

Ξ						
n Dashboard	Attendance	Dashboard Configuration	×			
Device	Rule ^	* Hourly Salary:	14	0.00	+	
Person	ShiftFestival	* Holiday Salary Multiple:	-	0.0	+	
C	 Holiday 	* Festival Salary Multiple:	-	0.0	+	
A ttendanc	Configuration		_	_		
Pass	Record		Save			
Ť	Statistics					
Config	Working Hours					
¢ System	Daily Statistics					

The salary in the working hours statistics is:
test				_/	
	Enter emptoyee name	Q Month 🗇 Please select mo	anth		
	Employee id	Employee name	Working hours (hours)	Salary	Operating
	10086	Jade	24.0	1260.00	Detais
				Total 1 10/page V	Prev 1 Next Gota

Details: Click on the details in the working hours statistics list to see the employyee' s working hours details for the month, showing the employee' s starting time, e, ending time, and working hours per day (minutes) in the month, as shown in the figure below :

imployee id	Employee name	Starting time	End Time	Working hours (minutes)
10066	Jade	2020-09-19 09:50:00	2020-09-19 21:50:00	720
10066	Jade	2020-09-18 09:50:00	2020-09-18 21:50:00	720
				10/page ~ Prev 1 Next Go to

5.5.Presence statistics

The position of the statistics part is as follows :



5.5.1.Absence statistics

Absence statistics refers to the number of employees who are not present until a certain time, and displays general basic information of the employees. If there is a pa ss record, the time when the employee is out will be displayed. The display page is s hown below :

Staff groups	Employee	erexport Num	ber of people not prese	nt: 2				
	Time interv	rat 🔅 Please sele	ect the end tix					
	Photo	ID	Name	Group name	Phone	Email	Time out	Position
	-94	10011	Jade				2020-10-30 19:13:45	请设置公司名
		1565554	rose					

- Personnel export: Click the [personnel export] button at the top of the list to export the persons who are not present in excel file format.
- Time interval: select the end time. For example, 2020-10-30 12:00: 00, the list will sho w employees who are not present as of 2020-10-30 12:00: 00. If no time is selected, the default is the current day.

5.5.2. Statistics of people present

Corresponding to the staff who are not present in 5.5.1, the statistics here are th e staff who are present up to a certain time, so I will not repeat them here.

5.6 . Ask for leave



The leave management part is for employees. If you select the employee to creat e a new leave request on this page, the employee' s attendance status on the day o f leave will be displayed as: "leave".

The display page is as follows :

P	lease enter er	mpioyee number/na	Q Mon	th 🔲 Please s	elect month						
	ID	Groups	Staff name	Event type	Start lime	End Time	Status	Cause	Remarks	Operation	
	986	00000	heheheh	Business trip	2020-12-05	2020-12-12	Passed			a Delete	
	785	YYYN	duan	Personal leav	2020-12-04	2020-12-12	Passed			8 Delete	

I New: Click the [New] button at the top of the page, and a window for creating a new leave message will pop up. Fill in the corresponding information, c lick the [Save] button below, the new creation is successful.

1	Create				×	Cause
6	* Person:	Please choose fr	om list	*		
5	* Type :	Ask for leave	 Business trip 			
	* Subtype:	Personal leave	O Sick leave	() F	Rest	
	* Start & Finish date:	Start Time	- End Time			
	Cause:					
	Remark:					
		Cancel	Save And Contin	ue	Save	

ee'	S	leave	details	and	modify	the	leave	information.
-----	---	-------	---------	-----	--------	-----	-------	--------------

Details			×	Cause
Person:	986 heheheh	•		
Type :	 Ask for leave But 	isiness trip	1	
Start & Finish date:	2020-12-05 - 2	2020-12-12		
Cause:				
Remark:				
		6		
		Cancel	ave	

Delete: Select the check box in front of each column and click the [Delete] button at the top to delete the selected leave information, or click the delete icon behind each column to delete the leave information in the column.

1	Create	Delete								
PI	ease enter e	mployee number/na	Q Monti	Please s	elect month					
	D	Groups	Staff name	Event type	Start time	End Time	Status	Cause	Remarks	Operation
	986	00000	heheheh	Business trip	2020-12-05	2020-12-12	Passed			a Delete
	785	YYYN	duan	Personal leav	2020-12-04	2020-12-12	Passed			🛱 Deleta

Total 2 10/page v Prev 1 Next Go to 1

6.Pass management

Note: there is no traffic record after the device login, please check the device settings-> callback configuration set the device callback address.

6.1.Pass record

- Device List	😰 Export 🗸	8 Detete	5 seconds then	nirefresh 🕢							
100	Employee IDV2	imlojos nan	Identity :	AL +	Entry type: All	+ Group name	Picano C. + T	Fime Interval 📄 Start Date -	End Date		
and the second second	C Photo	Nans	Identity	ID	Group na Temp	Pass type	Device Name	Entry Type Card No	Waar a mask. Othe	Time	0
	• 1	- 14	Employee j		36.0	Face recognition	人給(四別(出)	Out	Not turned on	2021-08-27 10 03 52	8
	0 🚮	1000	Επιφέρισο	100	36.0	Face recognition	人的问题(入)	In	Not humed on	2021-08-27 09 30 03	â
	0.00	1	Employee	10	35.9	Face recognition	人說記题以入)	In	Not turned on	2021-08-27 09 17:41	8
	2.36	116	Employee		353	Face recognition	人组织用的(入)	3 6 ()	Not turned on	2021-08-27 09:17:37	8
	0	1000	Stimger		15.9	Face recognition	人間印度人)	In	Not surred on	2021-08-27 09 17:35	
		-	Employee		36.1	Face recognition	人間切回(入)	in	Not turned on	2021-08-27 09 17 32	
	0	10	Employee	100	35.1	Face recognition	人脸讲图(入)	In	Net turned on	2021-08-27 09 11 46	
	o 🙀		Employee	10.1	35.9	Face recognition	入险(历史(入)	in (Not turned on	2021-08-27 09:06:13	
	0	10	Employee	an ait	35.4	Face recognition	人對印度人	in	Not turned on	2021-08-77 09:03:40	
	•	+	Employee		363	Face recognition	人脸(明)(人)	In	Not turned on	2021-08-27 09 03:25	

Delete the traffic record: Delete the selected record

View all the identification records on the device, through device grouping and de vice filtering. The data body temperature value is greater than or equal to the [Abnor mal temperature judgment value] of the temperature measurement parameter configu ration in red font, and less than green font;

+ Doma LD	R Esport									
構成豐公司相	identity:	A8 +	Erroy type: Al		Eiler the same of the per	- G The stars	al 🗇 Bhart Dala - Ein	1 Date		
	Photo	Name	steedy	Temperatur e	Pass type	Device name	Entry type Card number	Wear a mass	Extra information	Creation time
	-	Stanger	Branger	36.3	Face recognition	建设建立符号	Stranger mong Intion	Main inherbon is set 1 unheit un	No data	2020-08-26-02-26-0
		Ittarger	Stranger	362	Pace recognition	南京武公司东	Diforquer niccog Hillori	Maak Instantion is not 1 unned an	No. data	2010-09-26 12 29 3
		marger	шиздо	26.0	Pacie incogri@ce	建设建设结构	Disager moog milion	Mank Grinthow to and L ground get	No datta	2020-09-26 12 25 2
		Sharger	Imager	36.1	Facir Heogréfice	#4 <u>#</u> 206	littanger moog Hitton	Mark detection is not 1 unread on	No data	2020-09-26 12:25 1
		starger	Stranger.	36.1	Face incogrifice	通信会社会	Stranger recog Hition	had searing a mask	No data	2020-09-26 12:34-4
		Sharper	Stranger	36.0	Face mognitos	用设建 公司在	Ditarger Herolg Miller	Net wanting a match	No stata	2020-09-26 12:24 4
		(Ittalige)	Drunger	36.8	Pack recignition	清空建公司机	Illianger recog retion	Not wearing a mark	No data	2020-09-26 12:24-4

Pass record export: Click the pass record [Export] button on the page to export the existing pass records in the system to the computer in excel file format.

🗇 photo	Name	Identity	temperature	Pass type	device name		Entry type		c	reation tim	e
	laq	employee	36.1	Face recognition	ane		in		2	120-08-24	10.24.08
						Total 1	10/page	v Pi	w. 1	Net	Go tu

The following figure is the content of the exported excel file

A	8	c	0	т. т.	P	G	н	1	10	κ.	1	M	11	0	p	0	8	5
Seap a photo	Nare	Metty	temperature	tartperature atatus	devise setal number		Towist time	Disation	IC card number	Pence ID								
	łdą	employee	36.1	high temperature	53090489903E7417	Face recognition	2520-38-34 30:24:08			10066								

6s refresh of the pass record: When someone passes through the online device of the system and the pass record is generated, the newly generated pass record can be refreshed manually. Turn on the 6s refresh switch on the page to refresh it manually, the pass record will be refreshed every 6s

identity: All	Entry type: All	· ·	r the name of the	perse Q				
D photo	Name	identity	temperature	Pass type	device name		Entry type	Creation time
	ldq	employee	26.1	Face recognition	one		In	2020-08-24 10:24:08
						Table 1	10ipage ~ Pres	1 Next Go to

Additional information bar click to view: click the view button in the additional

* Device List	Employ	ee ID/Emloyee nam	Q	identity :	All +	Entry type:	All +	Group name Pleaase C +	Time interval	Start Date -	End Date	
(人)開始(人)	Photo	Name	Identity	ID	Group na	Temp	Pass type	Device Name	Entry Type Card No	Wear a mask	Other	Time
情论曾公司在					me							
人證识別(出)	1.1	Stranger	Stranger			37.9	Face recognition	请说唐公司名	Enter/Out			2021-08-07 10:58
	- A.	Stranger	Stranger			37.5	Face recognition	请设置公司名	EntenOut			2021-05-07 10:57
		Stranger	Stranger			37,6	Face recognition	情设置公司名	EntenOut			2021-08-07 10:57
	1.1	Stranger	Stranger			37.5	Face recognition	衝發調公司名	Enter/Out			2021-08-07 10:57
	- F	Stranger	Stranger			37.3	Face recognition	请设置公司名	EntenOut			2021-08-07 10:56
		Stranger	Stranger			37.5	Face recognition	请设置公司名	Enter/Out			2021-08-07 10:56
	1.1	Stranger	Stranger			37.5	GR code mode	诸设宫公司名	EnlevOut		CIKK to view	2021-08-07 10:56
		Stranger	Stranger			37.5	Face incognition	请设置公司名	EntervOut			2021-08-07 10:56
	- 3	Stranger	Stranger			37.4	QR code mode	请设置公司名	Enter/Out		Cack to view	2021-08-07 10:56
		Stranger	Stranger			37.3	QR code mode	语说罢公司名	Enter/Out		Click to view	2021-08-07 10.55

information bar to view the IC card, ID card, QR code and other content information.

Details

Basic information of personnel	
First name : \	1000
Last name : N	
Birthday : 195	
Rehabilitation information	
Recovered disease or pathogen : COVI	
Date of first positive test result : 2021-04	
Start time of the certificate validity period : 2021	
End time of certificate validity period : 2021-	
Certificate issuing authority : Ministero	
Country : IT	
Certificate unique identification : 01IT2DD286278907	

6.2.Capture record



The snapshot record shows the face photos captured by the device. This page on ly displays the captured photos, the device that captured the photos, and the capture time. You can query the captured photos by device name or time period. The specific page is shown below:



6.3.Pass monitor

The monitoring board is divided into smart board and temperature board. The s mart billboard displays the graphical information of people entering and exiting the s ystem today and in the past seven days, and the temperature billboard displays the graphical information related to temperature.



6.3.1.Pass Monitor

This page displays the graphical information of people entering and leaving the system today and in the past seven days, as shown in the following figure:

C Back Dashboard	Intelligent temperature monitoring 08-10-2021 15:43:46
Seven days In/out	Today Pass Statistics
	Recent Pass
Todays in/out statistics	Normal Temperature 1021-06-09 10.152 1021-06-09 102.51 1021-06-09 192.610

6.3.2 . Temp Monitor

This billboard displays graphical information related to temperature, as shown in t

he figure below :

Temperature neasurement today rotai: 53 Person times	Normal today Total: 53 Person times	Abnormal today Total: 0 Person times	Abnormal yesterday Total: 0 Person times	Abnormal in the past 7 days rotal: 0 Person times	All exceptions Total: 0 Person times
e last 7 days epidemic	icon				
0.8-					
0.6					
0.4 -					
0.2 -					
0	12-6 12-7	12-0	12-9 12-10	12-11	12-12

6.4 .Access control

Access control management mainly sets the pass time of the device. The default pass is all day, and a maximum of three time periods can be added in a day. After the device is configured with access control rules, access is prohibited outside the time period.

6.4.1 .Holiday management

This module mainly sets the access control management holiday dates, and can c onfigure the holiday travel time in the access control rules

=					🌔 Helo, system 🖂	🗶 🗸 Englan 😔
R Dashboard	Pass	Deshboard Holday x	Authorization × F3thTill9 × Details ×			
Device	Pass Record	🕞 Create 🔒 Deleto				
2.	Capture Record	D Name	Holiday type	Start & Finish date	Remark	Operating
Person	Pass Monitor	(D) 620 (Type One	2021-04-01-2021-04-30		ĝ Delete
(S) Attendance	Access control ~					
÷ Pase	+ Holday					
Û	Access rule Authorization					
Config	· Addriditization					
Ç System						

After clicking the new button, open the new page and select the holiday name (r equired) holiday type (required) start and end date (required) After remarks, click the save button to create a new access control holiday

=						🔘 mito, positi — 🗌	🏟 - 🕴 English
R Destboard	Pass	Dashboard recoday -	Autorization -	Chanalait + Denails +			
Desice	Pass Record	a Cristo a Dours					
a.	Capture Record	C None	мойдау (уре	Start & Fin	sh date	Remark	Operating
Person	Pass Monitor 🛛 👳		Type One	2021-04-01+2	021-04-30		Delon
Attornation	Access control 🦟		0/ -				
⇒ Pasa	 Hereday 		¢	Create	×		
0	Access rule Authorization			* Festival name :			
Contig	and the base			"Holday type ; O Type One O Type two	Type mree		
System (* Start & Finish date : III Start Time - End Time			
				Remark :			
				Cancel Save And Continue	Save		
			0				

Click the corresponding holiday name in the type to open the holiday details pag

e and modify the details

=							🔘 mila casain 🖂	🏟 - 🕴 Crysth
R Destroyed	Pass	Dashtoma -	soday = Authorization =	Matalan - c	Alama -			
Desker	Pass Record	D Chisto	B Deuts					
5	Capture Record	C Name	новаху туре		Start & Emist	date	Remark	Operating
Pettop	Pass Monitor 👒		Type One		2021-04-01+202	1-04-30		B Delete
Attonitanco	Access control 🦟		07					
and a constant	+ Heretay			Details		×		
	 Access rule 			Festival name :	520			
Conto	 Authorization 			Holiday type :	Type Doe Type two Type two	Type mree		
Carallenii				Start & Finish date :	III 2021-04-01 · 2021-04-30			
es and a				Remark :		J		
					Cancel	Save		
			-0 .					

Click the delete button to delete

=						🚺 Helo, system 🖂	@ y En	lan 🔍
n Dashboard	Pass	Dashboard Holday	× Authorization × 门說詞	Rj × Details ×				
Device	Pass Record	🗅 Create 📋 Del	eto					
2	Capture Record	Name	Holiday type		Start & Finish date	Remark	Operating	
Person	Pass Monitor	(D) (520)	Type One		2021-04-01-2021-04-30	Г	@ Detelle	
(C) Attendance	Access control ~							
	+ Holday							
	Access rule Authorization							
Coving Coving System								

6.4.2 .Access control rules

Set the passable time period for the specified week or holiday type, and up to 3 time periods can be set in a day

≡				Itelo, sy	tem 🖂 🖉 😔 📔 English 🔗
n Dashboard	Pass	Dashboard Access rule ×			
Device	Pass Record	Create B Delete			
2	Capture Record	Please imput rule name Q			
Penson	Pass Monitor \sim	Rule	Enable device	Create Time	Operating
Attendance	Access control	234	WORDERS.	2021-04-15 12:23:00	Authorization 🕼 Detail
⇒ Pasu	Holday Access rule		NO	2021-04-15 12:22:43	Authorization 🗱 Detail B Detaile
Cunfig	Authorization			Total 2 10/page 🗸	Piev 1 Next Go to 1
\$					
System					

Click the New button to open the new access control rule page, fill in the rule n ame (required), set the pass time period for the day of the week and the holiday typ e (after the holiday type is selected, all the corresponding types of time in the holiday management will be set), do not select The default is all-day access, select 00:00-00:00 to prohibit all-day access, and add up to three time period settings in a day

=								🔘 telo, system 🖂	🖗 🗸 English 🗸
R Dashbrand	Pass	Dashboard Acce	ss rule 🛛 ×	Modify	*				
Device	Pass Record	* Rule							
2.	Capture Record	Monday			To End time	>			
Penson	Pass Monitor				introdeini ito paina, por n'ottorene up to Arme (d the octinuit mean san periods of time			
Attendance	Access control ~	Tuesday	() Star	rt time 1	To End time	>			
Pass	Access fulle	Wednesday	. Star	t ime 👘 1	To End time	>			
Config	Authorization	Thursday	O Star	t time 1	To End time	>			
Ç System		Friday	© Star	t time 1	To End time	>			
		Saturday	() Star	ttime 1	To End lime	>			
		Sunday	O Star	t time 1	To End time	>			
		Holday1	⊙ Star	t time	To End time	>			
		Нонаву2	() Star	t ime 1	To End time	>			
		Holiday3	() Star	t time	To End time	>			
			Save						

Click Rules in the access control rules list to open the details page, and you can

modify the rules

			O H	do, system 🖂 🕴 🗢 🕴 Englati 🦂
Pass	Dashboard Access rule × Modify ×			
Pass Record	Create Doleto			
Capture Record	Piease input rule name			
Pass Monitor 🤝	C Rule	Enable device	Create Time	Operating
Access control ~	234	**************************************	2021-04-15 12 23:00	Authorization 🖬 Detail 🔒 Detail
Holiday Access hale	0	540 C	2021-04-15 12:22:43	Authorization 🖬 Detail 🗃 Detaile
2010				

=									🔘 Helo, system 🖂 🏼 🤣 🗸 Engli	sh 🗢 🗌
n Dashboard	Pass	Dashboard Acce	ss rule	× Moo	oty ×					
Device	Pass Record	" Rule	234							
2.	Capture Record	Monday		Start time	Tọ	End time	>	12:22-13:22		
Penson	Pass Monitor					en its paies, poid the case up to three perio		5		
Attendance	Access control ~	Tunsday		Start late	То	End time	>	00.00-23.59		
÷ Pase	Access rule	Wednesday		Start time	To	End time	>	12:22-13:22		
Config	Authorization	Thursday		Start time	To	End time	>	07:49-10.49		
Ç System		Friday		Start time	To	End time	>	00:00-23:59		
		Saturday		Start time	То	End time	>	00:00-23:59		
		Sunday		Start time	То	End time	>	00:00-23:59		
		Hooday1		Start time	To	End time	>	00:00-23:59		
		Holiday2		Start time	То	End time	>	00:00-23 59		
		Holiday3		Start time	To	End time	>	00:00-23:59		
			Sav	e - 1						

Click the Authorize button to authorize or deauthorize the specified device

=						
neodrach	Pass	Dashboard Access rule - Noody -				
Dence	Pass Record	Press reput foir name				
Person ©	Pass Monitor 🗠	Press apart nels frame	Enabl	s device	Creste Time	Cperaing
Attonitanco Sec.	Access control A	G 24	NO.	EIRK	2021-04-35 12:22:00	Autorization 😨 Cobil 8 Dehite Autorization 😰 Cobil 8 Dehite
Consg ¢ System	Authorization		Synchronize Status : Auto * Online device list : Pleas	xture Deauthorite a choose from list Cancel Stutend		The Tour Good 1

Click the Details button to open the rule details page

						la pister - 🍘 - Leptit
Pass	Danhtoard Access rule - Modey a					
Pass Record	B Cristo B Dolma					
Capture Record	Phense mput rule name					
Pass Monitor 💊	Rule	Rule :	234	×	Create Time	Carteria
Access control	C1 - 214	Monday :	12:22-13:22		2021-04-15 12:22:00	Operating Authorization 🖉 Cetter
· Holeby	() 100	Tuesday :	00:00-23:59		2021-04-35 12:22:43	8 Debits Auftranzuture 🕼 Cobie
· Access rule			12:22-13:22		ALCONSIGN 12.22.43	E Denis
Authorization			07.49-10.49		Totat 2 10/page	- Peer 1 Novi Go to
			00:00-23:59			
n.)			00:00-23:59			
		Holiday1 :	00 00-23 59			
		Holiday2 :	00:00-23:59			
		Holiday3 ;	00:00-23:59			
				Cancel		
				int.		

6.4.3 .Authorization information

View the authorization status of access control rules

	Status	Create Time	Operation
	Synchronization completed	2021-04-15 16:56:16	Dotaits
	Synchronization completed	2021-04-15 16:55:42	🖬 Detaits
nization	Synchronization completed	2021-04-15 16:55:29	Detain
nization	Synchronization completed	2021-04-15 16:50:45	D Details
nization	Synchronization completed	2021-04-15 16:49:40	🕼 Details
nization	Synchronization completed	2021-04-15 16;48:59	Details
	Synchronization completed	2021404-15-16:47:53	Detaile
alzation	Synchronization completed	2021-04-15 16:12:31	Details
nization	Synchronization completed	2021-04-15 15:50 17	Details
nization	Synchronization completed	2021-04-15 15:49:52	Details
		Total 20 10/mage ~ Prev	1 2 Next Go to 1
			tutai 20 100page → Peev

≡					🔕 Helo, system 🗸 🏼 🖗 🗸 Englan 🗸
n Dashboard	Pass	Dashboard Holday × Aut	honzation × 印訳研究社 × Details ×		
Device	Pass Record	AuthSate All	•		
2	Capture Record	Access control rules	Device name	Status	Error message
Penson	Pass Monitor \lor	234	重设置公司名	Authorization succeeded	
(S) Attendance	Access control ~				Total 1 10 page v Prev 1 Next Go to 1
	+ Hotiday				
	Access rule				
Config	Authorization				
Ö System					

7.System Management

7.1.Organization Management

[Organization Management] The module is used to manage the internal organizati onal structure of the enterprise and the management of enterprise user information. The hierarchical relationship is created and managed by the system or the enterprise administrator. The page is displayed as shown below:

0	Greate ()								
Th	ere can only be one top-level organize in the sy	ystem that has the highest aut	harity. The top-level orgi	aniza can modily information b	at cannot delete or modi	lly permissions.			
tua	All 👻 Please enter th	ie organize Name/orga	Q						
		and and an and a second s							
10240									
	organize Name	Number	Principal	Telephone	Virtual	Creater	Create Time	Handle	
	organize Name Facial Recognition	Number 0001	Principal	Telephone 18520860310	Virtual Yes		Create Time 1589876485000		1 Dundie
								2. Member Manage	

> Create an organization

1) Only one top-level organization can exist in the system, and that organization has the highest authority. The top-level organization can modify information, but cannot delete and modify permissions;

2) Click the New button to fill in the content and complete the new organization

ne W					
el organize in the system tha	Create		×	nissions.	
Please enter the organi	* Parent organize:	Please Choose	¥		
	* organize Name:	Please enter a new organize name		Creater	Create Time
n	organize No.:	Please enter the organize No.		admin	1589876485000
	Principal:	Please enter the name of Principal		system	1592812514000
	Telephone:	Please enter the telephone number		system	1592873589000
	Fax:	Please enter fax			
	organize Description::		1		
	Virtual:	🔿 Yes 🛛 💿 No			
		Cancel Save And Continue	Save		

> Member management

Click "Member Management" in the operation of the displayed page to enter the member management display page. The left side of the page displays the tree-shape d organization structure that has been created. You can create new organizations and query members by organization on the left, and the members of the organization, th at is, the basic information of the user, are displayed on the right

Facial Recognition	User Name	Telephone	Email	Handle
 Technology 	test002	18520860312	8722@qq.com	🗎 Remov
- Finance	Ci test001	18520850311		🖽 Remov
	system	18520860310	87292008@qq.com	E Netter
			Totai 3 10/page 👻 Prev 1	Next Go to

Click the "Add" button in the member management, select the desired member from all users in the system, and click Save to add the user to the organization. Rem ove function (omitted)

User Name	Telephone	
Add Member		8 ×
organize All	▼ User Name Q	
User Name	organize	3
test002	Facial Recognition	
test001	Facial Recognition	
system	Facial Recognition	
Total 3 10/page 🖂	Prev 1 Next Go to	1
	Cancel	Save

7.2.Role management



[Role management] It is used to create and manage roles. Roles are used to control the various business function modules and functional operations of users in the syste m. It is composed of different functional operation permissions.

> Role description

Each enterprise can create one or more roles with different scopes of permissions, which are used to perform different functions for different users under the corporate organizational structure; what permissions does the corresponding role have, if the us er belongs to this role, it also has the permissions of the role.

List of roles

The list of roles is shown in the figure below:

Role Name	Please enter the Role Name Organize	Creater	Create Time	Handle
test02	Organization Name	system	2020-11-21 11:07:59	2. Member Manage a Authority Manage B Delete
test01	Organization Name	system	2020-11-21 11:07:52	Member Manage Authority Manage Delete

> Creating Role

enter [Role management], Click on [Create] Button, Pop up [Create] page;

Ξ						Dette agtern -	
R Destasad	System	Dashboard Fess Record + System Get	ing - System into	Role +			
Device	Organiza	a Cristo a Doute					
Printee		organize Al • Pres	e enter the field Name				
Petton © Attoncianco	User	Role Name organize		Cromer	Greate Tiern	2	Handle
	System Setting	0 RM	(F)	system	2020-06-28-11:01-20		A. Marridae Managa 👔 Central
⇔ Pes	System info	() MH2	Create		×	3	2 Member Manage 🖀 Delets
		0.84	* Role Name :	Plasse enfor the Role Name			🛦 Mambar Manage 🖀 Celeta
Cinty Cinty Systems			* organize :	Plesse Choose	•	Total 3 10/page 🗸	Page 1 Hand Gette 1
Same .			Role Description :				
				Cancel Save And Con	tmuz Save		

Fill in the role name, and save the organization and role, and click the [Save] but ton to create a new role.

> Role modification

Click on [Role Name] enter [Role-Modify] page, Left and right to select the role to be modified for the role list, Character information on the right, Editable role name, organize, Role description, click [Save] button after modification to save the modified infor mation.

≡							🔘 rielo , system 🤟 🔺 📔	🖗 🗸 🕴 English 🖂
n Dashboard	System	Dashboard Role - Modify «	System into x	System Setting × Organ	ize » Role ×			
Device	Organize	Cresto 📋 Deleto						
2	Role	organize All *	Piezze onler the	Role Nativ				
Person	User							
(S) Attendance	System Setting		organize	Crei		reate Tiem	Handle	
≑ Piiss	System Info			syst	em 21	020-08-06 14:34:29	2. Nember Man	age 🖹 Deletu
The second of							Total 1 10/page - Pmv.	Next Go to 1
Config								
System								
og skullt								
≡							🔘 Helo , system 🖂 📔 🔺	🖗 😪 🕴 English 🔗
n Dashboard	System	Dashboard Role - Modify +						
Device	Organize	Create	2. Member	Manage 🔒 Delete				
2	Role	one	* Role Name :	one				
Penson	User							
Attendance	System Setting System Info		* organize.		*			
≑ Piiss	System into		Role	is test	1			
Config			Description					
٠			Creater 1	2020-08-06 14:34:29				
System			1	Save				
			1	COTC				

7.2.1.Role permission assignment

Click [Permission Management] on the role list page or click [Permission Manage ment] on the role editing page to assign role permissions

organize All	* Ple	ease enter the Role Nam	A			
Name	Organize		Creater	Create Time		Operation
test	Organizatio	n Name	system	2021-01-29 10:32:44	-	Authonty Manage
					Totai 1 10/pag	ge 🗸 Prev 🚺 Next Go to
	Assagn	Permission	🌲 Memb	er Manage	Delete	
	- racegn	, enniceren			00000	
	Role Name:	teat				
	Role Name:	test				
	* Organize:	Organization	Name		*	
	Role					
	Description					
	Creater.	system				
	60 N 101		2770			
	Cteate Time:	2021-01-29 10:3	2:44			
		Ravo				
		Save				

The authority assignment page is divided into menu category authority assignment and device group authority assignment

> Menu permission assignment

When assigning permissions, assign permissions based on the menu name. You c an access the menus with permissions, but you can't access the menus without permi ssions, as shown in the figure below.

			• 219 7 67	表达问			÷			() 287	,智建员 🔶	@ ~ #3
	工作台 设备管理 ×											
	9 MESIE	1 影除 员工批编授权	下职人员	-	Fáll	 5/2 (2) 	制 ~	◆ 北田松田 ~				
	很聲分祖	状态 所有 ▼ 出入类型:	所有 *	请输入设备	名/序列制	Q						
~		2 设备序列号	设备名	版本号	人民数	照片数	受备旧	最后活动时间	在线状态	出入类型	提(TF	
~								解无数据				

The permission assignment page is as follows, and the permissions you have are checked

🕞 Create	Menu category permissions Device group permissions
	Permissionedit
test	▼) All permissions
	Dashboard
	► ⊘ Device
	▶ <pre>⊘ Person</pre>
	▶ ⊘ Attendance
	► Pass
	▶
	► 🥥 System

Click [Edit permissions] to check or cancel the corresponding permissions, and click [Save

at the bottom of the page] after editing



The device group permissions are assigned to the device group as a unit, and the role is assigned to the device group permissions. If you have the viewing permission of the device group, you can view the device group and all the devices in the device group and modify and delete them. Without the viewing authority of the device, the device group will not be displayed in the device list, and the devices belonging to the device group will not be displayed.

The device group permissions page is shown in the figure below. The permissions you have are in the checked state. Select or cancel the device group and click Save to modify it.

 Device Group 	View	
9 12	•	
0 13	0	
O 14		

7.2.2.Role Management-Member Management :

Click the member management in the operation bar of the role management list or click the [member management] button on the role modification page to enter the [role-member management] page.

						🚺 rielo ; system 🖂 🔺 🖉 🐖 🛛	English 🖓
n Dashboard	System	Dashboard Role - Modify +	Role - Member »				
Device	Organize	Create	Create 🔒 Delete				
2.	Role	one	User Name	Telephone	Email		Handle
Parson	User		E test002	18520860312	8722@qq.com		E Delete
(S) Attendance	System Setting		C test001	18520860311			E Delete
≑ Pitst	System Info					Tittel 2 10/page v Prev 1 Next	Go to 1
Config							
Oystem							

≡					🚺 Helio , system 🗸 🛦 🏶 🗸 English 🗸
n Dashboard	System	Dashboard Role - Modify + Role - M	lember » Role «		
Device	Organize	Create Delete			
2+ Person	Role	organize All • P	iease enter the Role Name		
G	User System Setting	C Role Name organize	Creater	Create Tiem	Handle
Allendance 緈	System Info		system	2020-08-06 14:34:29	2. Member Marage
Palasi 🎯					Tutal 1 10/page - Prov. 1 Next Go to 1
Config					
System					

[Role-Member] interface, The left part is the role list, you can select the role, click the [Create] button above, and the [Create] pop-up window will pop up to create a new role.



User add role

On the right is the user list, view the user information in the selected role, click t

he [Create] button, the [Add Member] pop-up window will pop up, in the user list , select the user to add to the selected role.

Name	Organize		Creater	Create Time		Operation
test	Organization Name		system	2021-01-29 10:82:44		🍰 Member Manage 🔒 Authority Manage 🖀 🗎
					Total 1 10/page	V Prev 1 Next
					Dette Section -	 ↓ @ > ↓ count >
System	Dashboard Role - Member -	12 Greater				
Rola	Contra					
D User	che	C User Name	Telephone	Ensel		Handle
System Setting		Add Member		×		E Deve
		organize All	Ptease enter the Ro	le Nittai		
System Info		User Name	organize	Role	Total 2. 10page 🛩 Pro-	Neur Gens 1
0		test002	one	one		
		e testilo t	one	one		
		system	one			
		Totai 3 10 page 🗸		Prev. 1 Next Go to 1		
				Cancel Savo		

Delete user in role

Click [Delete] button to delete users in the role



7.3.User Management

7.3.1.User permission assignment

Note: The top-level user system belongs to the top-level organization, does not b elong to any role, and has all permissions. This user can only modify part of the info rmation and cannot be deleted. In addition, the user is not allowed to change the rol e, organization, and authority assignment or modification of the currently logged-in a ccount.

User assignment permissions are similar to the steps of role assignment permissions. If the user selects a role, the user will also have the permissions that the role has

Click [Authority Management] in the operation bar of the user list or the [Authori ty Assignment] button on the user modification page to enter the user authority assi gnment page

🖻 Create 🕑	Enable S Disabled	Delete				
Status: All *	Organize: All	* Role: All *	Please enter the keywords			
Name	Organize	Role	Creater	Cteater Time	Status	Operation
C test	Organization Name		system	2021-01-29 10:33:31	Enublez	Reset password
🖾 system	Organization Name		admin	2020-05-19 16 18 27	C Entr	Authority Manage Delete
				Tot	al 2 10/page 🗸	Prev 1 Next Go to 1

🔒 Reset I	Password 🔒 Assign Permissio	n 💼 Delete
UserName:	test	
* Organize:	Organization Name	
Role:	Please Choose	•
Telephone:		
Email:		
Status:	Enabled	
Creater:	system	
Create Time:	2021-01-29 10:33:31	
	Save	

Permission allocation is divided into menu category permissions and device group

permissions

> I Menu category permission assignment

When assigning permissions, assign permissions based on the menu name. You can ac cess the menus with permissions, but you can't access the menus without permissions, as shown in the figure below.

		6	0 纪公共农用访问		🌔 267. WIEG 🗸 🏟 🗸 472
	工作台 设备管理 ×				
	5 MB/948	1 新除 员工批单提权	下联人员 三 记录采集 🌣	元理控制 ~ ● 計算配置 ~	
	设备分组	状态 所有 ▼ 出入発型:	所有 ▼ 清输入设备名/序列号	Q	
~		□ 设备序列号	设备名 版本号 人员数 照片	数 设备中 最后活动时间	在线状态 出入类型 操作
~				響无致感	

The permission assignment page is as follows, and the permissions you have are checked

Menu category permissions	Device group permissions
Permissionedit	
▼) All permissions	
Oashboard	
► ▶ Device 	
Person	
Attendance	
Pass	
Configuration	
System	

Click [Authorization Edit] to check or cancel the corresponding permissions. After editing,

click [Save] at the bottom of the page


> **D** Assignment of device group permissions

The device group permissions are assigned to the device group as a unit, and the role is assigned to the device group permissions. If you have the viewing permission of the device group, you can view the device group and all the devices in the device group and modify and delete them. Without the viewing authority of the device, the device group will not be displayed in the device list, and the devices belonging to the device group will not be displayed.

The device group permissions page is shown in the figure below. The permissions you have are in the checked state. Select or cancel the device group and then click Save to

modify successfully.

 Device Group 	○ View
✓ 12	0
0 13	0
0 14	0

7.4.System settings

The system setting part is divided into body temperature configuration, general c onfiguration, and other configurations

n Dashboard	Dashboard Setting ×			
Device	Temperature configuration			
2+	* Temperature display type :	Celsius	Fahrent	reit 🕐
Person	Pass config			
() Attendance	Save the picture of the pass record :	Enabled		
\$	Attendance switch :	Enabled	0	
Pass	Hide ID number	Disabled		
Config	PassRecord saveDays :	- 62	+	0 Default permanent storage
Ç System	PassPhoto saveDays :	- 62	+	0 Default permanent storage
	Daily person limit :	- 0	+	Enter an Integer between 0-999999, 0 means unlimited
	Other Configuration System logo :	Please upload the It	nage in ICO fo	rmat and suggest naming the file favicon
		Click upload ima Suggested 32 * 3		
	Background image of login page :	Please upload JPG	PNG, GIF, BN	IP, JPEG Images
		Citck upload Ima Suggested 1921 1080PX		
	System header Logo :	Please uploaid JPG.	PNG, GIF, 5N	IP, JPEG Images
		Citck upload ima Suggested 110 - : Save		

> Temperature configuration:

The default unit displayed in the system is Celsius, if you change it to Fahrenheit here, all temperature units of the system will be switched to Fahrenheit.

Ten	perature configuration				
	* Temperature display type:	O Celsius	Fahrenheit	0	The system defaults to Celsius, please choose whether to display Fahrenheit according to the device configurati on
1.0	~				

> Pass configuration:

Save pictures of traffic records : By default on, pictures of traffic records will not be saved after shutdown.

Attendance switch is turned on by default. After it is turned off, the system will no longer perform attendance on employees, and the attendance analysis will becom e invalid and unavailable.

Time check record saving days: 120 days are saved by default.

Hide ID number: disabled by default, only the last four digits of the ID number in the pass record will be displayed after opening.

PassRecord saveDays : is 0, which means it will be kept permanently. The number of days can be set, then the pass record in the system will only be kept for the corr esponding number of days.

Daily limit: The default is 0, which means unlimited people. After setting, after th e number of passers reaches the set number, the device with the access type of in a nd out will announce that the number of people has reached the upper limit, and th e door will no longer be opened to allow people to pass.

Pass config					
Attendance switch:		Enabled	0		
Hide ID number		Disabled			
PassRecord saveDays:	-	0		+	0. Default permanent storage
Daily person limit:	-	0		+	Enter an integer between 0-9999999, 0 means unlimited

Displays the language selection switch : It is on by default, and the top right language

selection bar is closed



Other configuration : Set system logo, login page logo, system header logo

Ξ			🌑 Helio , system 👻 🔺 🕸 🖂 English 🔗
n Dashboard	System	Dashboard Pass Record × System Setting ×	
Device	Organize	Other Configuration System logo: Husse usboat the image in ICO familia and suggest rearing the file forcion	
2+ Person	Role User		
(S) Attendance	System Setting	Crist colosos sinage Biogranitas 32 * 13PR	
riss ₽iss	System Info	* Login page Logo: Phase acloud JPD, PMS, GMF, SMP, JPEG images	
Config			
System		- Cick opisod mage Budgened 373 * 543PX	
		* System header Logo. Please ushed JPD, PHD, GIF, EMP, JPED images.	
		Imp Circk upliado maga	
		- Citiki uptako image Biografiel 110 * 229X	
		Save	

System identification :

[Format size limit] Support ico format , The recommended size is 32 \star 32 px, and

🖄 tdx-face-owl × (+) 😋 🔺 不安全 | 192.168.1.55:8083/#/system/setting ← ≯ Ξ 23 Dashboard Pass Record System Setting × × System Dashboard Other Configuration Organize System logo: Please upload the image in ICO format and suggest naming the file favicon Role 2+ User System Setting System Info * Login page Logo: Please upload JPG, PNG, GIF, BMP, JPEG images -Config ¢ * System header Logo: Please upload JPG, PNG, GIF, BMP, JPEG images

the recommended file name is favicon ;

log in page Logo :

A.	
Click upload image	
Suggested 32 * 32P	Х

Background image of login page: Please upload JPG, PNG, GIF, BMP, JPEG images



System header Logo: Please upload JPG, PNG, GIF, BMP, JPEG images



[Format size limit] Support jpg , png , gif , bmp , jpeg format , Suggest 373 * 540

рх ;



System head Logo :

[Format size limit] Support jpg , png , gif , bmp , jpeg format , Suggest 110 * 22

рх ;



7.5.Alarm settings

Alarm settings Set the recipient address of the email, and the conditions for send ing the email, such as sending emails at high temperature, sending emails without w earing a mask, sending emails from the blacklist, etc. The sending mailbox is set in 7. 6 Mail Service Settings. If you want to use any function of email alarm, you need to fill in this part of the alarm settings and the 7.6 Email service settings.



7.5.1.Global Alert

Click [System] [Alarm Settings] to turn on or off the alarm function. The page is as follows :

			Disto , system
lashboard Alarm ×			
Temperature alarm switch :	Disabled		
Mask alarm switch :	Disablod		
Blacidist alarm switch :	Olivabled		
Questionnaire alarm switch :	Osabled		
Attendance alarm switch :	Disabled		
Device offline alarm switch :	Disabled		
Switch for sending daily traffic log emails	Disabled 💿		
Vaccine invalid warning switch			
Notification language	Chinese	•	
Notification email settings	Picose enter the recipient mailbox, use between multiple imalboxer, separate		
Receive SM5 settings.	Please enter the phone number to receive SMS, use between multiple numbers; separate		

Temperature alarm switch: After turning on this switch, you need to enter th e temperature alarm threshold, such as setting 37.5. When the temperature of the pedestrian exceeds 37.3, the system will send a high temperature alarm e mail to the set recipient mailbox.



- Mask alarm switch: When this switch is turned on, when the passer-by doe s not wear a mask, the system will send a mask warning email to the set reci pient mailbox for alarm (the device needs to open the mask for detection)
- Blacklist alarm switch: After turning on this switch, when the blacklisted pe rsons pass, the system will send a blacklist alarm email to the set recipient m ailbox
- >
 Questionnaire alarm switch: This function corresponds to the [equipment] [

Questionnaire management] function. After turning on this switch, if the questi onnaire answered by the passer is wrong, the questionnaire error alarm switch will be automatically sent to the set recipient mailbox

Attendance alarm switch: This function corresponds to the attendance part of employees punching in. If the employee selects the corresponding attendan ce shift, after turning on this switch, the list of late arrivals will be sent to the set receiving mailbox at 22:00 every night, and the format of the sending The content is shown below:

Employee	PersonNo	Due time	Real time	Total late time
哈哈	12546	09:20:00	11:21:10	2.02 hours
	54678	09:20:00	11:21:29	2.03 hours
哦哦	96541	09:20:00	11:21:36	2.03 hours
喔喔喔	9874	09:20:00	11:22:13	2.04 hours

- Device offline alarm setting: When this switch is turned on, when the device i s offline, a reminder email will be sent to the set recipient mailbox. Device off line alarm setting: After this switch is turned on, when the device is offline, a re minder email will be sent to the setting. 'S receiving email
- Switch for sending daily traffic log emails: All traffic record attachments csv for mat the day before sending.
- Pass-through record mail delivery time:Set the time to send traffic record messa ges.
- > No valid vaccine alarm switch: When this switch is turned on, send an alarm mes sage when the identification person's vaccine message is invalid.
 - > **Outgoing address:** The outgoing e-mail address of the mail sent by the sys

tem can be opened, added or modified in [System] [Mail Service Settings] (ple ase read 7.6 Mail Service Settings)

Recipient address: The recipient' s email address is in the "notification mai lbox setting" in the alarm settings, as shown in the figure below. After clickin g Add, you can enter the recipient address, and you can set up to ten recipie nt addresses.

Dashboard	Alarm ×		
Tempera	ature alarm switch :	Disabled	
Ν	Nask alarm switch:	Disabled	
Restricte	dList alarm switch:	Disabled	
Question	naire alarm switch:	Disabled	
Ν	lotification language	Chinese	*
Notifi	cation email settings	Please set the recipient email, please click "Add"	Add
		1807915844@qq.com	Delete
	Г	Save	

>
 Sending content: The content of the email sent by the system is the con tent in the [Configuration] [Message Template]. In the alarm settings, you can cho ose to send the existing Chinese template or English template in the [Message Te mplate] to the recipient mailbox, as follows As shown

Dashboard Alarm ×	
Temperature alarm switch:	Disabled
Mask alarm switch:	Disabled
RestrictedList alarm switch:	Disabled
Questionnaire alarm switch:	Disabled
Notification language	Chinese
Notification email settings	Chinese English
	1807915844@qq.com Delete
	Save

7.5.2.Personal Alarm

The personal Alarm is that when a designated employee passes through the devi ce and the temperature exceeds the set temperature, the system will automatically se nd an email to the set mailbox. Turning on this feature requires two steps:

Step 1: Add alarm information in Employee Management-Employee Information, t urn on the alarm switch and set the alarm receiving mailbox.

Ξ			
n Dashboard	Person	Dashboard Attend	dance Record × Employee × Employee - Modify ×
Device	Employee		
Person	Visitor RestrictedList	The group belonging to	test 👻
() Attendance	Authorization	Expire time	③ Please select expiration time
4		1	Note: After the validity period expires, the device will automatically delete personnel
Pass		Phone	Please input the phone number
Config		[object Object]	Please input your email
System		Gender	Male Female
		Birthday	Please choose birthday
		Entry date	E Please choose Entry date
		Alarm info	
		Temperature alarm switch:	Enabled
		Notification email settings	1807915844@qq.com; maoling1999@163.com;
		settings	
			Save

Step 2: In the system-alarm setting, turn on the temperature alarm switch and se

t the temperature alarm threshold and notification language.

≡		
nashboard	System	Dashboard Alarm x
Device	Organize	Temperature alarm switch: Crubbed
2.	Role	Temperature alarm threshold: - 37.3 + When the received identification record body temperature exceeds the threshold, the system sends an email notification
Person	User	RestrictedList alarm switch: O Disabled
() Attendance	System Setting	Notification language English
4 Pass	Alarm	Notification email settings Please set the recipient email, please click "Add" Add
ŵ	Mail	compensation commissions and the result because count and the second
Config	System Info	Save
Ç System		

After setting steps one and two, the personal alarm service can be turned on. When

employees who have set alarm settings pass, the system will automatically send an e mail to the notification mailbox (staff information-notification mailbox in the alarm inf ormation) when the temperature exceeds the set temperature.

7.6.Mail service settings

The mail service setting is the email address sent in the system, and the receivin g email address is set in [7.5 Alarm Settings].

Mail service settings are in [System] [Mail Service Settings], the location is as foll ows



The mail service setting page is as follows :



Mail service switch: You can choose whether to open the mail service

Sending mailbox information:

The outgoing mailbox information needs to be checked in the mail service provid er. For example, the 163 mailbox needs to be checked in the POP3/SMTP/IMAP settin g page in the mailbox, and the POP3/SMTP/IMAP service needs to be enabled in the mailbox.

(1) POP3/SMTP/IMAP server

Please fill in according to the server address listed in the sender's mailbox server, which is usually listed on the mail service provider's settings page. Please select the v erified server according to the mailbox's protocol.

(2) Port

Please fill in according to the port number listed by the sender's email service provider, usually listed on the mail service provider's help page, if not listed, 465 de faults to the https protocol, and 465 is recommended;

(3) Shipping account

Enter the name of the mailbox that needs to send mail; Note: Due to the differe nt automatic judgment strategies and mechanisms of each mail service provider, if th e newly registered mailbox is used as the sender to send mail frequently, various rest rictions of the mail service provider may be triggered;

(4) Email password

Enter the mailbox password that needs to send emails. Note: Different mailbox se rvers may have different requirements. For example, 163 mailbox and QQ mailbox ne ed to open the authorization code separately on the account setting page, and then fill in the authorization code; the right side of the input box Click the icon to switch the password plaintext/ciphertext display;

(5) Whether to use SSL protocol, TLS protocol

Please select the protocol type according to the type supported by the sender' s mailbox server. Usually it will be listed on the mail service provider' s help page. The system only supports SSL\TLS two protocols, and you can only choose one of the tw o protocols. Choose a different POP3/SMTP/IMAP server for the protocol suggested b y the mailbox service provider.

(6) Mail inspection

After filling in all the parameters and information, you can click the [Test Sending] button to check whether the email is sent and received normally. If the sending is su ccessful, it means the filled content is correct. Just click Save; if the sending fails, ple ase check the filled content or contact After-sales personnel help deal with.

Here is an example of the settings of 163 mailbox and outLook mailbox:

163 mailbox needs to fill in the content as :



Fill in the outLook mailbox as :

* Whether to open the mail service:	• Yes O No	
* POP3/SMTP/IMAP Server:	outlook.office365.com	Set th
* Port:	995	The p
* Shipping Account:		
* Email Password:	••••••	The a
* Email Password: Whether to use SSL protocol:		The a
	O Yes O No	The

7.7.SMS settings

If you need to use the function of sending SMS, please apply for an account on a third-party SMS platform and recharge to obtain apiKey, fill in the account informat ion in the system, and apply for the SMS template before it can be used normally. Pl ease contact after-sales personnel for assistance.



7.7.1.Settings

The settings on this page are equivalent to sending SMS, the receiving SMS phon e number is filled in [7.5. Alarm Settings], currently only supports high temperature S MS notification.

SMS service providers support two platforms, Yunpian and umssoft. If you need t o use them, please apply for an account or apiKey from the service provider. The page when the service provider chooses the cloud :

Tips	۲.		
0	The SMS service needs to be rec	charged and paid to a third party. If you want to use this function, please	contact the staff to activate it.
	* Whether to open the SMS service:	O Yes O No	
	* SMS service provider:	yunpian 💌	
	* SMS area:	O Domestic O Foreign	
	* SMS signature:	Please input SMS signature	
	* apiKey:	Please input apiKey	
		Save	

The page when the SMS service provider chooses umssoft :

Tips ①		
O The SMS service needs to be re	charged and paid to a third party. If you want to use this function	n, please contact the staff to activate it.
* Whether to open the SMS service:	O Yes O No	
* SMS service provider:	umsSoft	*
* SMS platform account:	Please input Username	
* SMS platform password:	Please enter password	
	Save	

Whether to enable SMS service: disabled by default, if yes, it will turn off the function

of sending SMS

SMS area: can be selected according to the information applied to Yunpian

SMS Signature: Smart Pass

ow :

ApiKey: can be selected according to the information applied to Yunpian

SMS platform account: Please fill in the umssoft account

SMS platform password: Please fill in the password of umssoft

[7.5. Alarm Settings] set the recipient's short phone number, as shown in the figure bel

A	System	Dashboard Alarm ×	
Dashboard	Organize	Temperature alarm switch:	Enabled
Device	Role	Temperature alarm threshold:	- 37.3 + When the received identification record body temper
Person	User	Mask alarm switch:	Disabled
() Attendance	Logs 🗸 🗸	Blacklist alarm switch:	Disabled
\$	Alarm	Questionnaire alarm switch:	Disabled
Pass	Mail	Attendance alarm switch:	Disabled
Config	SMS ^	Notification language	Chinese
🔅 System	Settings		
bystem	Send Record	Notification email settings	Please enter the recipient mailbox, use between multiple
	Setting		mailboxes; separate
	System Info		
		Receive SMS settings:	Please enter the phone number to receive SMS, use
			between multiple numbers; separate
			1

7.7.2.SMS sending record

After the message is sent, you can view the record of the message sent on this page, and find the record according to the conditions. The specific page is shown in the figure below :

ID	Mobile Number	SMS content			Send Status	Send Time	Operation	
1	18995844461	期试矩信1			Success	2020-12-16 12:06:28	Resend	â Dei
2	18995844461	测试短信2			Failure	2020-12-16 12:06:28	🛿 Resend	â De)
3	18995844461	规时式发行值[3			Failure	2020-12-16 12:06:28	Resend	â Dei
4	15995844461	期试短信4			Failure	2020-12-16 12:06:28	Resend	B De

7.8. Log management

Monitor and record the operations in the system. Users can view different operati ons and requests sent on the system at different times on this page. It is divided int o system log and business log. The operations related to system settings are system logs, and other operations related to equipment, personnel and attendance are busin ess logs. Log management location is as follows :



The system log display list is as follows:

Operator Q Ope	peration type All	▼ Resu	its All	Ŷ.	Time Triterval 🕘 Start	Time - End Tin	ne
lequest path	Event type	Operation type	Results	Operator	Client IP	Response time	Operation time
GET] /admin/system/info	System event	Query	Success	system	192.168.1.72	37ms	2020-11-12 10:05:44
GET] /admin/menus/tree	System event	Query	Success	system	192,168,1.72	122ms	2020-11-12 10:05:49
SET] /admin/roles/page	System event	Query	Success	system	192.168.1.72	7ms	2020-11-12 10:05:55
SET] /admin/orgs/tree	System event	Query	Success	system	192.168.1.72	39ms	2020-11-12 10:05:56
GET]/admin/config/global	System event	Query	Success	system	192.168.1.72	3ms	2020-11-12 10:05:35
GET] /admin/alarm_config	System event	Query	Success	system	192.168.1.72	10ms	2020-11-12 10:05:46
GET] /admin/message_tpl/page	System event	Query	Success	system	192.168.1.72	3ms	2020-11-12 10:05:4 <mark>1</mark>
GET] /admin/message_tpl/page	System event	Query	Success	system	192,168.1.72	2ms	2020-11-12 10:06:00
GET] /admin/orgs/list	System event	Query	Success	system	192.168.1.72	7ms	2020-11-12 10:05:57
GET] /admin/sites/tree	System event	Query	Success	system	192.168.1.72	42ms	2020-11-12 10:05:41

Click the request path (in blue font) to view the details :

Detail			×	Client IP
Req	uest Path:	[GET] /admin/system/info		192.168.1
Operatio	on Results:	Success		192.168.1
Log	Category:	System Log		192.168.1
E	vent Type:	System event		192.168.1
Opera	ation Type:	Query		
	Operator:	system		192.168.1
	Client IP:	192.168.1.72		192.168.1
Respo	onse Time:	37ms		192.168.1
Opera	ation Time:	2020-11-12 10:05:44		
Operatir	ng System:	Win 7		192.168.1
Brow	wser Type:	chrome 86		192.168.1
u	Iser Agent:	mozilla/5.0 (windows nt 6.1; wow64) applewebkit/537 tml, like gecko) chrome/86.0.4240.111 safari/537.36	.36 (kh	192.168.1
Request Pa	arameters:	{}		
		Car	ncel	3 10/pa

7.9.System message

system message : View basic system information

≡						
nboard	System		Dashboard System	Info ×		
evice	Organize		Software Name:	Site Name		
evice #+	Role		Version:	1.2.0		
rson	User		System:	Windows 10		
() ndance	Menus	\sim	JDK Version:	1.8.0_161		
4	Setting		Database Type	MySQL		
Pass	Alarm		Database Port:	3306		
nfig	Mail					
¢.	Logs	~				
stem	System Info					

7.10. data backup

Data backup function module: Back up and restore the system database. It is strongly

recommended: Before restoring the data, please back up the existing data and download

it.



Data backup: Click the data backup button, fill in the remarks on the data backup page,

and click the save button to back up the existing data of the system.

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n Destacad	System	Databoard Device + Data backup			
Device	Diginize	E data pockup			
2	Rola	City Metal free carble spinning day strongs were			
Princip (User	File name	Backup time	Remark	Operating
() Attonctanco	Logs 🕓	104_face_owi_root_1619665769632.800a8	2021-04-29 11:09-29		A Contrast B Recover B Cente
t‡ Pasia	Data backup	1dx_tace_owl_root_161966049665230x2ak	data backup	×	🔔 Download 📵 Receiver 📲 Debrie
	Alorm		Remark :	^	Total 2 10gage - Pres 1 Next Galas 1
Contg Contg	SMS				
(System)	Setting			Cancel Sove	
	System Info			Gall Co.	

Data file download: Click the download button in the list operation bar to downlo

ad the corresponding recorded data file to the local computer.

≡					Field.	, system 🖂 🚽 🕹 🖂	
R Dashboard	System	1	Dashboard Device + Data backup +				
Device	Organize		😝 dista backup 🔯 Data restoration 🖗				
2	Role		• Only kickale films can be opticated it is attingly recommended film	ne reaturing data, please factorp existing data			*
Penson	User		File name	Backup time	Remark	Operating	
Attendance	Logs	\sim	tdx_face_uvir_root_1619668769632.tdxbak	2021-04-29 11:59:29		& Download 🗈 Recover	B Deloto
+ Piásti	Data backup		ldx_face_owl_root_16196604905523dxbak	2021-04-29 09:41:38		L Download D Recover	B Delate
	Alarm				Total 2 10/page 🛩	Prev 1 Neut	Ge 10 1
Config	Mail						
System	SMS	\sim					
	Setting						
	System info						

The data file format is .tdxbak



Data recovery: Click the restore button in the list operation bar to restore the system

data to the data at the backup time. It is strongly recommended: Before restoring the data,

please back up the existing data and download it.

=						🌔 Helo, system 🖂 🖉 🗸 En	iglan 🔍
R Dashboard	System		Dashboard Device - Data backup	R.			
Device	Organize		🖪 data bockup 💿 Data restoration	Ø			
2.	Role		Only local line can be opticated it is strangly recomm	ended Below matering data, please hackup existing data			×
Person	User		File name	Backup time	Remark	Operating	
Attendance	Logs	\sim	tdx_face_owf_root_1619668769632.tdxbak	2021-04-29 11:59:29		L Download D Recover B	Deluto
≑ Piiss	Data backup		ldx_face_olwi_root_16196604906523dxbak	2021-04-29 09:41:38		🛓 Download 🔯 Recover 📑 I	Delete
	Alarm					Total2 100/page ⊮ Pτev 11 Next Ge	s 10 T
Config	Mail						
Öystem	SMS	\sim					
	Setting						
	System Info						

Data restoration: Click the Data Restore button, on the data restoration page, click the

Upload button, select the downloaded .tdxbak file, and restore the data.It is strongly

recommended: Before restoring the data, please back up the existing data and download it.

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n and a constant	System	Dashboard Device + Dass backup +					
Desice	Organiza	🗐 (data backup)	b.				
	Rola	• Constitution have care for spheroidal in the arrange systematic					
Person	User	File name	Backup time	Remark		Operating	
Attonctanco	Logs 🐦	101_1ace_ow1_rost_1619668769632.kb/bak	2021-04-29 11.09	19		🛦 Cowroad 🚯 Recever	B Ovute
t‡ Pasa	Elata backup	tox_tace_ow1_root_16196664386652.toxbak	Data restoration	×		A Download B Recover	E Ostete
	Alam		Data restoration :	Click upload	Total 2 10/page 👒	Free Arrest	Geta 1
Contg	Mail			Unly toxbak files can be uploaded, it is strongly recomm			
Salati	SMS 🔍			ended: Before restoring data, please backup existing da ta			
	Setting						
	System Info			Cancel			