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# Chapter One - V2.0 Introduction

## 1. Interface Introduction

### 1.1 Standby Mode

Standby screen display when the machine is connects to electric power as Fig. 1.

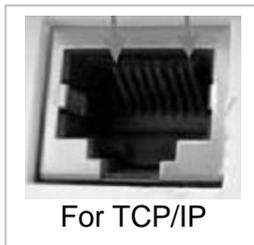


(Fig. 1)

### 1.2 Connection Port

Connection port depends on features selected. Full features as below :

(TCP/IP, USB Direct cable host & USB flash drive host)



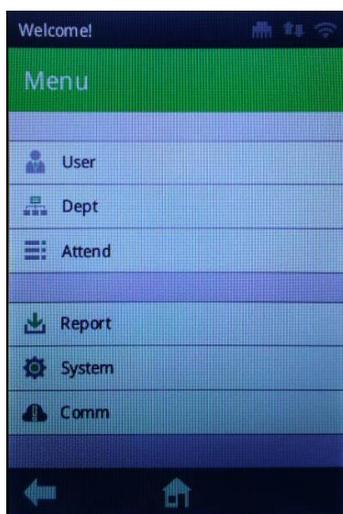
DC	4P(back)	USB
Power Supply	For TCP/IP	For USB flash drive&USB Cable

(Fig. 2)

### **1.3 “MENU”**

Under standby situation, press “Press here to enter menu” to enter the menu mode.

Touch the screen to enter the program as Fig. 3



(Fig. 3)

#### **Index :**



Turn back on step



Back to Menu

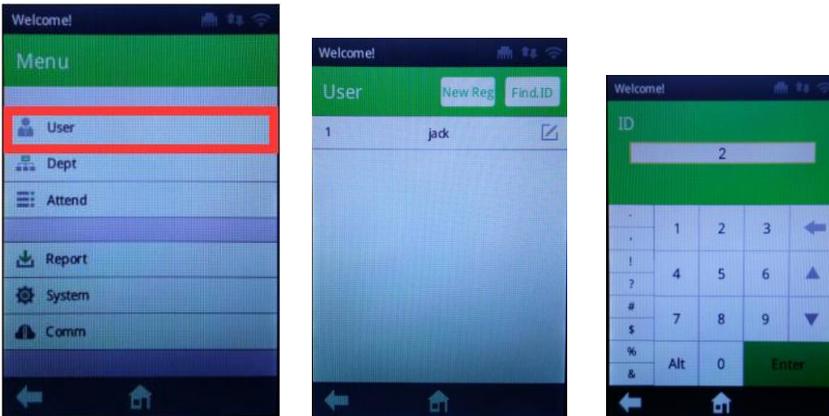
# Chapter Two V2.0 - Menu Operation Guide

## 2.1 Enroll

Through this section to Enroll User, View User , delete User, download and upload data

### 2.1.1 Enroll User

Enroll new user : enter menu→User→Enter



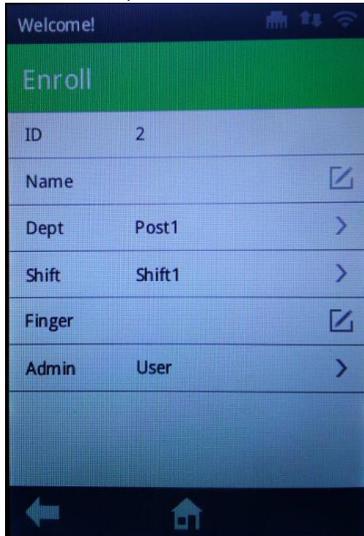
(Fig. 4 )

### Index :

ID	1	Staff ID number
Name	andy	Showing the current staff name, edit the Name by pressing key.
Dept	Post 1	Showing the department, user can choose
Shift	Shift 1	Showing the shift, user can choose
Finger	Usset / Set	Already registered 1 fingerprint, can register Maximum 10 fingerprint directly from here.
Admin (Privilege)	User/Admin	Showing the current status of this staff, Initial setting is User for all registers, press OK to change to Admin if necessary.

## **2.1.2 Edit User**

Select the “Enroll” →”Name”, and edit staff name and press OK



(Fig. 5)

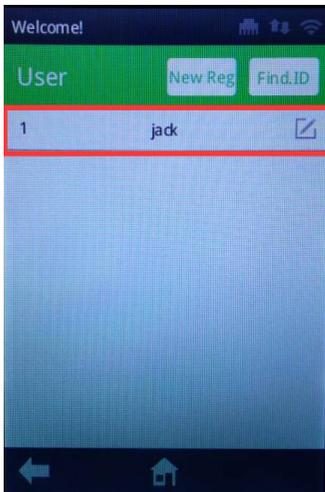
Each User can register Fingerprint (Fig. 5)

1. Select or input the staff ID number.  
(ID number within 1-999999999)
2. Select the “Name” item to Input the staff name by the keyboard on the screen.
3. Select the “Finger” item to Register Fingerprint, you must press the same finger three times.
4. Select the “Admin” item to set the staff Privilege.

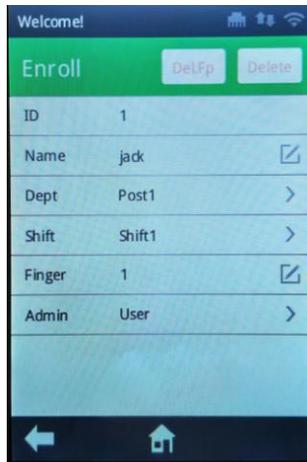
### **2.1.3 Delete User**

Through this section to delete the user.

Click user, then choose “Del Fp” or “Delete” item, and press OK as Fig.6



(Fig. 6a)



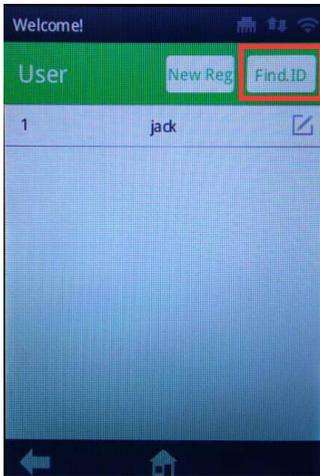
(Fig. 6b)



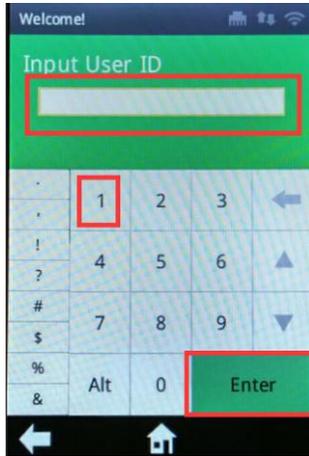
(Fig. 6c)

#### **Two ways to choose user you need to delete:**

1. Select user you can choose under the “User” item as Fig. 6a, users information can be saw as Fig. 6b, and choose the “Delete” item, and then press OK. as Fig. 6c
2. Select user you also can choose “Find. ID” item as Fig.6d,use the keypad on the screen to input the user’s ID who you want to delete as Fig.6e, users information can be saw as Fig. 6b, and choose the “Delete” item and then press OK as Fig.6c.



(Fig. 6d)



(Fig. 6e)

**Index :**

Del. Fp

delete user's fingerprint.

Delete

delete the user's all data.



delete the number



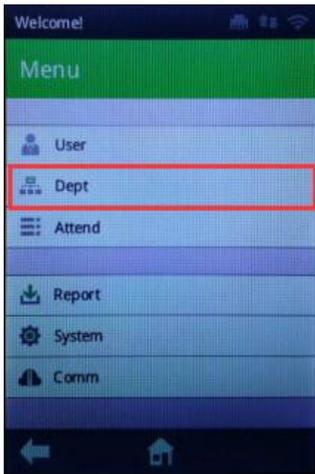
choose

Enter

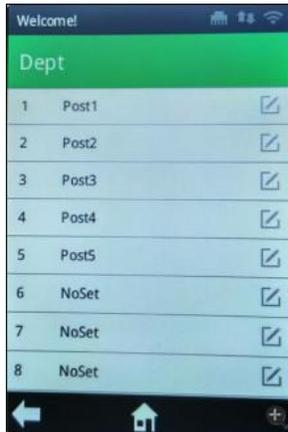
OK

## 2.2 Depart

Through this section to set user's department.



(Fig.7a)



(Fig.7b)



(Fig.7c)

Select "Dept" item as Fig.7a, all the Departments are showed as Fig.7b, choose "1 Post1" item to edit the department you want by the keypad on the screen,then press enter.

### Index :



delete the letter



Choose

Enter

OK

## 2.3 Attend

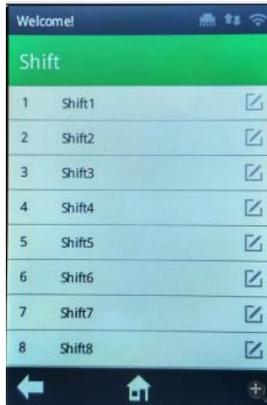
Through this section to set the shift.

### 2.3.1 Shift

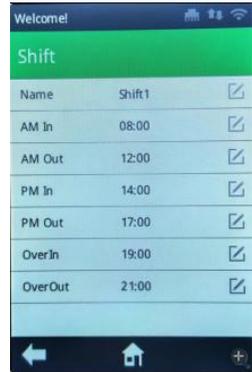
Set the shift: Enter menu→Attend→Shift, as Fig.8a



(Fig.8a)



(Fig.8b)



(Fig.8c)

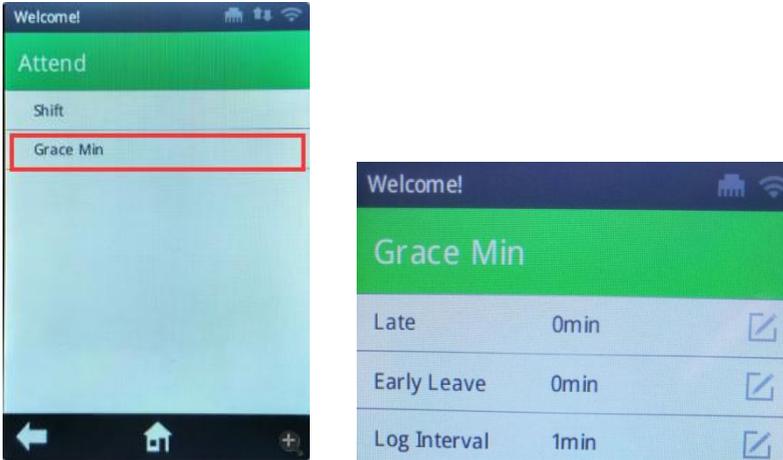
All the shift are showed as Fig.8b, choose “1 Shift1” item to edit the shift, user can edit information as Fig.8c

### Index :

Name	Shift1	Use the keypad on the screen to edit the shift name.
AM In	08:00	Check in time for the staff in the morning
AM Out	12:00	Check out time for the staff in the morning
PM In	14:00	Check in time for the staff in the afternoon
PM Out	17:00	Check out time for the staff in the afternoon
Over In	19:00	The additional check in time in the evening
Over Out	21:00	The additional check out time in the evening

### **2.3.2 Grace Min**

Enter menu→Attend→Grace Min, through this section user can edit the late and early leave time, as Fig 9.



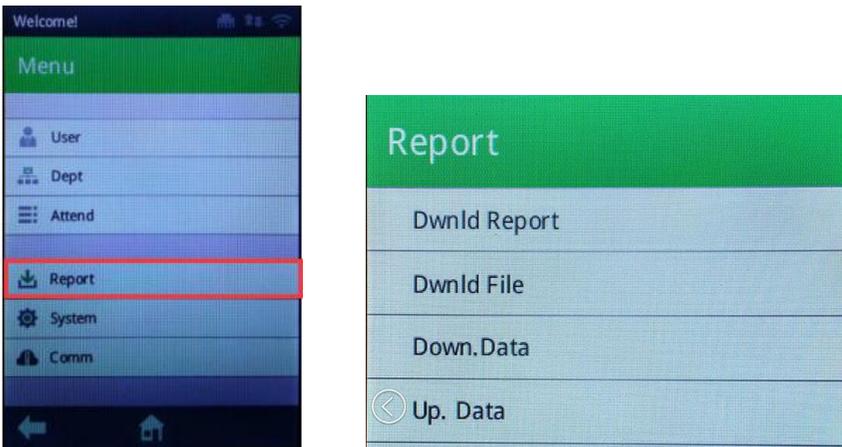
(Fig. 9)

#### **Index :**

Late	30min	Use check in after the check in time 30 minutes will not been done for being later.
Early Leave	30min	User check out before the check out time 30 minutes will not been done for early leave.
Log Interval	1min	Record only one time in 1 minute.

## 2.4 Report

Through this section to down the attendance report and all original data (User name, ID no., Fingerprint & Password data etc.) to USB Flash Drive, there are 3 kinds of file name are “000001\_Summary.xls”, “agl\_000001.txt” and “plu000001.dat” . And user also can update the original data on one machine to another, just need to use a USB Flash Drive, as Fig. 10



(Fig. 10)

- 1.Dwnld Report      A summary of all the user’s attendance report. The file name is “000001\_Summary.xls”, this excel file only give user to check the attendance data when the software is breakdown, and all the file can’t be edit.
- 2.Dwnld File        All the original data(User name, ID no., Fingerprint & Password data etc., check in date and time), the file name is “agl\_000001.txt”.
- 3.Down. Data        Down all original data (User name, ID no., Fingerprint & Password data etc.) to USB

Flash Drive, the file name is“plu000001.dat”. And use the USB Flash Driver delivery the data to another machine

- 4.Up. Data Use a USB Flash Driver to delivery the register data that download from other machine to machine, if all the machine need the same register data.

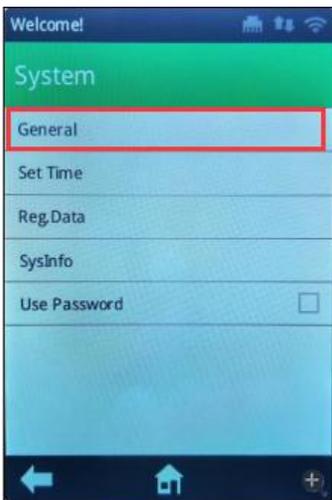
## 2.5 System

Through this section to set the General setting, Set time, the register data, the system information and use or not use password.

### 2.5.1 General

Through this section to set the Device No, Max Admin, Volume, Result Time and the Screen Idle

Enter menu→ System, as Fig. 11



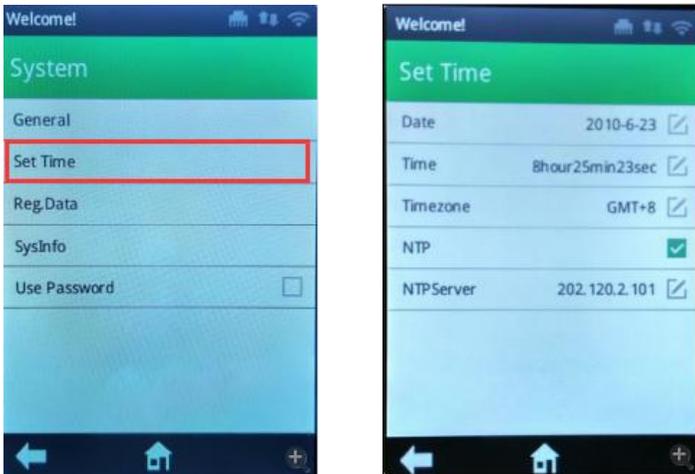
General	
Device No	1
Max Admin	5
Volume	5
Result Time	1sec
Screen Idle	60sec

(Fig. 11)

- Device No            Press “Device No” Item to edit the machine ID by the keypad on the screen
- Max Admin.        Press “Max Admin” item to edit the max Administrator by the keypad on the screen, the maximum administrator is 255
- Volume             Press “Volume” item to edit the voice volumn initial setting is 5, Volumn from 1 – 8, 1 is the smallest and 8 is the largest
- Result Time        Press “Result Time” item to edit the machine back to the standby interface time.
- Screen Idle         Press “Screen Idle” item to edit the the screen saver time.

**2.5.2 Set time**

Through this section to set the machine time, enter menu → System, as Fig. 12.

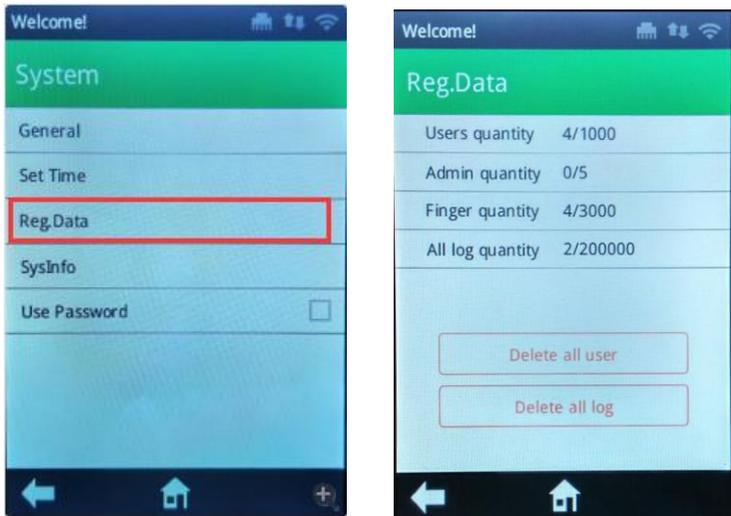


(Fig. 12)

- Date            Press “Date” item to edit the date for the machine by the keypad in the screen
- Time            Press “Time” item to edit the time for the machine by the keypad in the screen
- Timezone      Press “Timezone” item to edit the time zone where the device is in
- NTP             Network Time Protocol, choose  $\checkmark$  or blank
- NTP Server      Is a kind of through the internet service in the computer clock time synchronization protocol, it can be edit by the keypad in the screen.

### **2.5.3 Reg Data**

Through this section to check register data, such as User Register, Admin Register, Fingerprint, ID Card, All the record, Delete all user and delete all log, as Fig. 13.



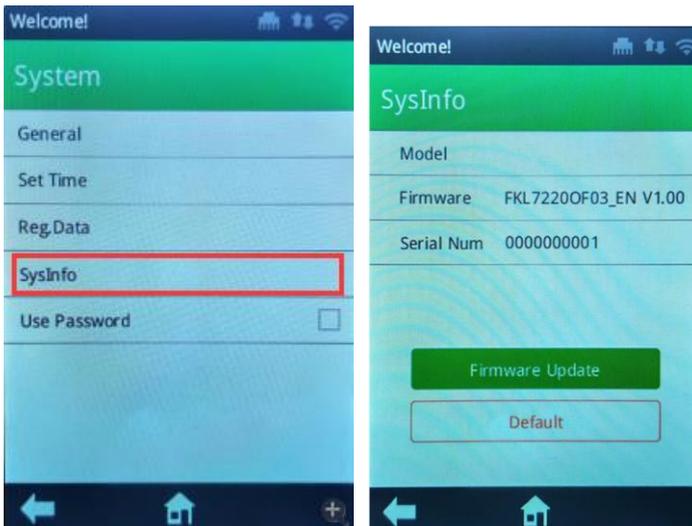
(Fig.13)

## **Index**

Users quantity	No. of User has been registered.
Admin quantity	No. of Admin has been registered
Finger quantity	No. of Finger has been registered
All log quantity	All the record
Delete all user	Press “Delete all user” item, then choose OK or Cancel to delete all the user in the machine
Delete all log	Press “Delete all log” item, them choose OK or Cancel to delete all the data

## **2.5.4 Sys Info**

Through this section to check the system information, such as model of the machine, firmware version, serial number, firmware update and default.



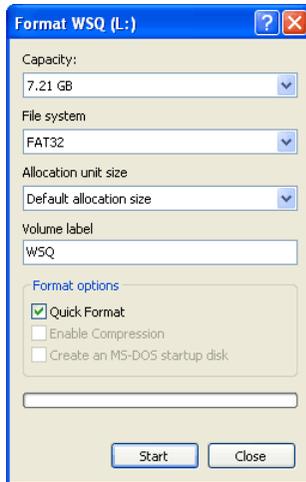
(Fig.14)

## **Index**

Model	Showing Machine Name or model number
Firmware	Showing Firmware version
Serial Num	Showing Machine serial number
Firmware Update	Put the new firmware in a USB Flash Disk, and press “Firmware Update” item to update
Default	Press “Default” item, and select OK or Cancel to restore default settings

### **2.5.5 Update Firmware Step**

Step 1: Put the new firmware in a USB Flash Disk, please format the USB Flash Disk. The disk format of the USB flash Dish must be Fat32, as Fig. 15



(Fig.15)

Step 2: Insert the USB Flash Disk to the machine

Step 3: Press “Firmware update” Item. Please make sure do not cut down the power , do not put away the USB Flash Disk and do not

operate other function of the machine when the firmware is updating.  
Step 4: When the firmware update is success, the machine will power off by itself, then put away the USB Flash disk, and reboot the machine.

Step 5: please Enter the Menu, and press “System” → “SysInfo”→ “Default”→ “OK”

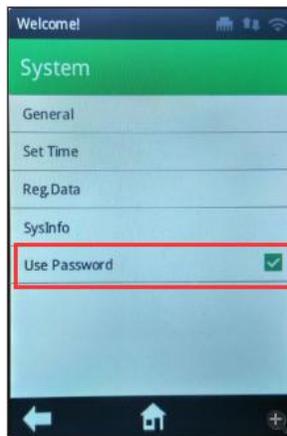
### 2.5.6 Use Password

Through this section press “Use Password” item to choose whether use password or not by your own.

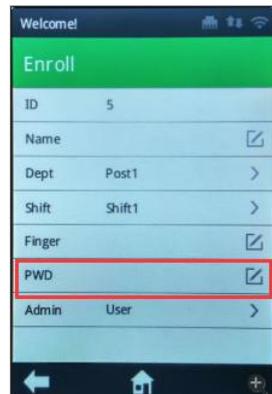
Enter the menu→ “System” as Fig.16a, press “Use Password” as Fig.16b, choose password when you enroll new user or check user information, you can see “PWD” item in the interface as Fig.16c, and press it user can edit password by the keypad in the screen.



(Fig. 16a)



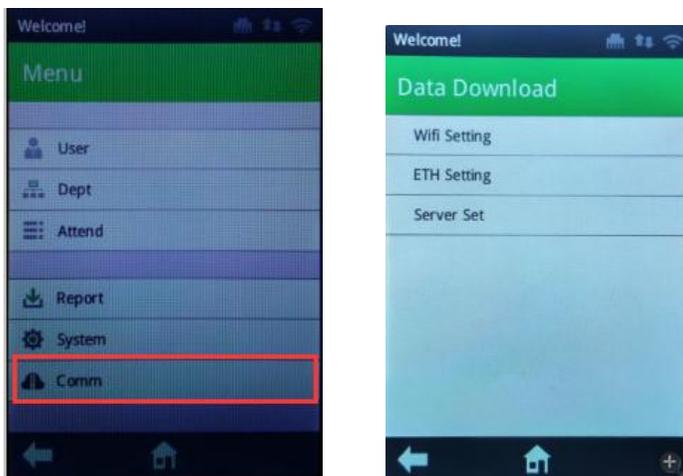
(Fig. 16b)



(Fig. 16c)

## 2.6 Comm

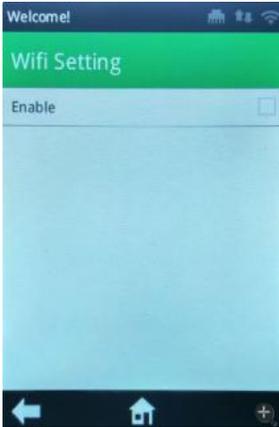
Through this section to set the machine communication Paramet (the WIFI Setting, ETH Setting and Server Set), enter the menu , press “Comm” item, as Fig.17



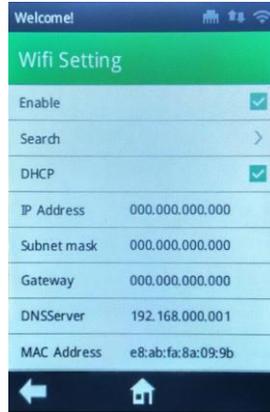
(Fig. 17)

## 2.6.1 WIFI Setting

Through this section to set WIFI, press “WIFI Setting” item, it showed as Fig.18a, then press “Enable” item, it showed as Fig.18b



(Fig.18a)



(Fig. 18b)

### Index

Search

search the WIFI near the machine, choose the one you need, and input the password by the keypad in the screen.

DHCP

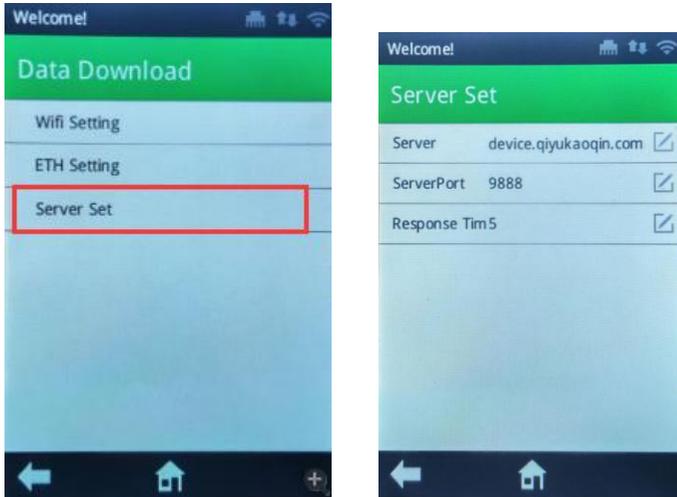


means get IP address automatically, blank means set IP address manually.

## 2.6.2 Server Set

Through this section to set network server parameters

The fingerprint machine would set records to the server (PC), as Fig. 19



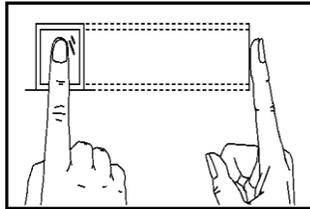
(Fig. 19)

### Index

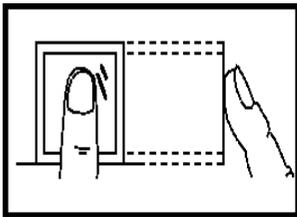
Server	Set the server IP Address
Server Port	Set the server Port No.
Response Time	Transform the data from the machine to the server

## Appendix – Attention to Fingers' Reading

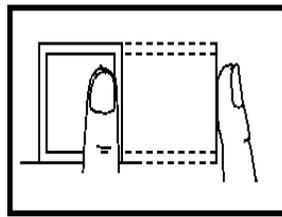
Note: try to put the finger in the middle of the reading window



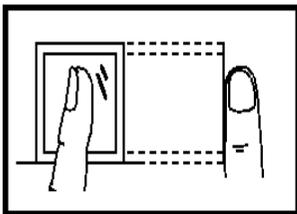
**Right**



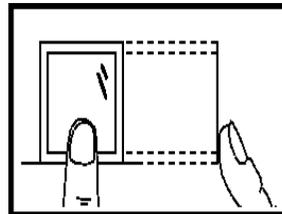
**Not in center**



**Deflection**



**Incline**



**Low**