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Thank you for using our products, which adopt the latest biometrics solution and high speed stable ARM processor. The product's recognition, speed and other performance indicators are in the industry leading level, fully meet your efficient work requirements.

- Due to the continuous update of the product, all performance and parameters are subject to the actual product, any change without prior notice. The actual product may be inconsistent with the information, and shall not be liable for any discrepancy between the actual technical parameters and the information.
- The picture description in this document may not match the picture of the product in your hand, please refer to the actual product.

1. Usage environment

The operating temperature of the device is 0°C–45°C. Avoid long-term outdoor use. Long-term outdoor use will affect the normal operation of device. If it is must be used outdoors, It is recommended to use sunshade and heat dissipation equipment in summer and heat preservation equipment in winter.

2. Installation Precautions

Fix the rear panel on the wall \rightarrow Install the device on the rear panel \rightarrow tighten the screw on the bottom of the machine.

- 1) Before installation, please make sure that the power system of device is turned off during installation. Live installation and wiring operations can cause damage to the machine due to contact with the power cord.
- 2) On the situation that static electricity is a bit heavy, please connect ground wire first and then connect other wires, which can protect the device from damaging in static electricity.
- 3) If do not use some ports of terminals. Please do not expose the lines that connect the unused ports. It may cause short circuit damage to equipment. At the same time, please use different colored lines to connect ports for distinguishing different port.
- 4) Please connect other lines before connecting the power cord, and finally power test. If it is found that the device cannot work normally after power on, the power must be cut and check device and all the lines.
- 5) If the distance between the power supply and the device is far, it is strictly forbidden to use network cable or other special wire instead of power cord.
- 6) When wiring the attendance device, due to abnormal wiring, the device circuit, motherboard and fingerprint scanner are burnt out, which causes the device cannot be used normally, which is not within the scope of warranty.

3. Recommended steps

1) Step 1: Open the box to check the device and power on the device. Check for exceptions, set the date and time of the device, and install the device.

- 2) Step 2: Add users and register users' face, card, password, etc.
- 3) Step 3:Set shift.
- 4) Step 4:Set up shift schedule for users.
- 5) Step 5:Download attendance records at the end of month.

4. Menu

Touch the screen and a menu bar will pop up at the bottom of the screen, click to access into menu, when an admin is registered, After passing the verification of admin's face or card or password then the menu can be entered



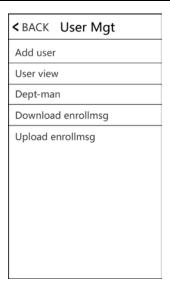
- **User :** Enrol user, view user list, department setting, download enrolment data and upload enrolment data.
- **Shift**: records warning setting, grace minimum setting, logs information.
- **Report :** Download attendance reports in Excel format
- **System:** It includes general settings, like time, language settings, and firmware updating
- Access: Set Wiegand output format, lock delay, time zone setting and open group setting
- Data Mgt: Download records in txt format, delete data and initialize device
- Comm set: Set device No., server setting, Ethernet setting
- Sys info: Query registration information and detailed information of device.

5. User

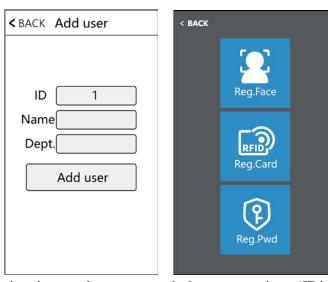
The basic information of the user on the device includes face, card, password and privilege. In attendance management, due to personnel changes. Therefore, the device provides add, delete, change the user and other operations.

Touch the screen and a menu bar will pop up at the bottom of the screen, click

> 【User Mgt】, It includes add user, user view, department setting, download enrolment data and upload enrolment data.



5.1 Enroll



- 1) **ID:** When registering, each user can only have one unique 'ID'.
- 2) Name: Input, edit name by T9 input method.
- 3) **Face:** Follow the on-screen prompt for face registration.

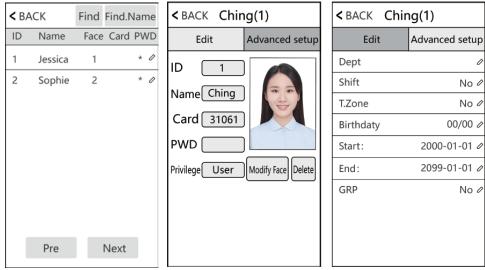
Note: Please stand directly in front of the device, face the camera, and keep the entire face displayed in the frame, In order to maintain a good face recognition effect. The following picture is for your reference

- 4) Card: Select Reg.Card and put card on swipe area to register card
- 5) **Password:** An ID can only register one password. After clicking the password icon, enter the password to be set and then press ok to confirm the password again.

Remark: Verify password by touching the screen then click then input ID-click 'OK'-input password-click 'OK'

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5.2 User View



Browse all registered persons in the device, click corresponding user to edit its information, including name, password, dept, privilege and access control settings; You can also change face registration information or delete this user, you can quickly locate the user you want to edit by 【Find】 or 【Find Name】 at the top of the page.

Note:For [Admin], User and Admin and Super.user can be selected

User:If there is Admin and Super.user in this device, user is not allow to access into menu Admin: The manager of this device. Only admin has permission to access into menu. Super.user: Only when there is Admin in device, then can register Super.user, and Super.user can only operate part of menu, such as register users

5.3 Dept.

Edit department name, up to 14 departments can be supported

< BACK Dept	-man

5.4 Download enrollmsg

Touch the screen and a menu bar will pop up at the bottom of the screen, click

> 【User Mgt】 > 【Download enrollmsg】,insert U-disk in device to download, 3 files will be exported as below:

- 1. User data file (AFP_001.dat): It can be used to synchronized users between devices, and '001' represents device ID
- 2. User's enrolled photo(EnrollPhoto)
- 3. User information Excel sheet(Staff): Users can edit it in PC then upload back to device, please refer to below picture:

	Staff											
	ote:A, Enroll number: only fill in the number (maximum of 8) required. B, Mame: up to 48 words. C, Department: up to 48 words. D, Shift: 0°8. E, Admin: 0 or not filled: user, 1: admin. F, Fingerprint, Face: no need to fill in. G, Password: up to 8 digi											
ID	Name	Dept.	Shift	Admin	Fac e	₽₩D	Card	Lock timezo ne	GRP	Birthdat y	Start:	End:
1	Jenny		0	0		123	3653177	0	0			
2	Sophie		0	0		0	0	0	0			

Fill in personnel information according to the prompt of form header. As for "Shift" item, it is the editing shift number in the time attendance setting. When complete the editing. Directly Click 【Save】, and save the edited file into U-disk.

5.5 Up.Data

After editing shift form , Touch the screen and a menu bar will pop up at the bottom of the screen, click $\$ > $\$ User Mgt $\$,then insert U-disk, click $\$ Upload enrollmsg $\$ and transmit the edited user information to device.

Remark: For Lock Time zone, start time and end time, Pls refer to Chapter 9 Access

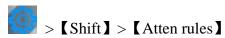
6. Shift

Touch the screen and a menu bar will pop up at the buttom of the screen, click > [Shift] > [Atten rule], It includes attendance rules, shift settings, record warning setting, and log information.

6.1 Atten rule

This chapter is used for setting shifts and attendance rules

Touch the screen and a menu bar will pop up at the bottom of the screen, click



Item	Meaning
------	---------

Do vonity	Check if users make punch repeatedly within this range, if records								
Re verify	interval is less than this value, records won't be stored								
Log Worning	When rest available storage capacity is less than this value, device will								
Log Warning	alarm								
Save Photo	If select 'Yes', when device connect to cloud software, captured photo								
Save Photo	when users verify face can be shown in cloud software								
Default Shift	Set default shift, when you add users, they will apply this default shift								
Excel Pwd	Set password for attendance report								
Latatima	When user's late arrival time exceeds *** mins, then it is counted as								
Late time	late arrival.								
Lea time	When user's early leave time exceeds *** mins, then it is counted as								
Lea time	early leave.								

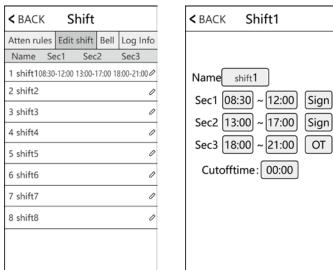
6.2 Shift

1) Edit shift (Single shift)

Touch the screen and a menu bar will pop up at the bottom of the screen,

OT





According to real work time to edit shift, section status can be set as sign(normal attendance) or overtime.

2) Edit Shift (Multiple shifts)

When there are multiple shifts, we recommend downloading shift sheet to edit shift, edit all shifts through the shift sheet and upload them back to the device to avoid tedious operations on the device. Specific operations are as follows:

【Download Shift】: Touch the screen and a menu bar will pop up at the bottom of the screen, click Shift > [Atten rules], then insert U-disk. Click 【Download Shift 】, then you can download shift arrangement in excel form, Also you can edit the form on PC. Pls refer to below picture:

	Shift										
Note	lote: A, shift name: up to 48 words. B. Section type: 0: normal attendance.1: overtime. C. cut off time: if the punch before the cut off time, it will calculate as the previous day										
			Sec1			Sec2			Sec3		
NO.	. Name	IN	OUT	Sec_t ype	IN	OUT	Sec_typ e	IN	ОИТ	Sec_t ype	CutoffTime:
1	Day Shift	08:30	12:00	0	13:30	18:00	0	18:30	21:00	1	00:00
2	Night Shift	22:00	06:00	0							07:00
3	Half Day	08:00	12:00	0							00:00

Edit shift arrangement according to the prompts of form header. Maximum 8 shifts can be set. Click [Save] after editing and save the file into U-disk.

Note:

- 1) Attendance time must be in the format of time, and attendance type must be in the format of digits. So when you handle the setting, pls pay attention that the input method is in English half-angle status. Checking Method: For example, when you input 10:30, double click this cell, then software will automatically turn the digits into 10:30:00.
- 2) If you set the shift of cross time, then the Clock-in before the cross time will be counted as the record of previous day. And shift should start after the cross time. For example:

	Shift											
Note	Note: A, shift name: up to 48 words. B. Section type: 0: normal attendance.1: overtime. C. cut off time: if the punch before the cut off time, it will calculate as the previous day											
	Sec1 Sec2 Sec3											
NO.	Name	IN	OUT	Sec_t ype	IN	OUT	Sec_typ e	IN	OUT	Sec_t ype	CutoffTime:	
1	Shift1	23:00	23:00 08:00 0								09:00	

Cross time is set at 09:00am. Then shift should start after 08:00, and Clock-in record before 09:00am on Tuesday should be counted as the record of Monday.

- 3) If you don't need to clock at noon, combine the two sections into one. For example: 08: 30-12: 00 13: 30-17: 50, it can be set to section 1: 08: 30-17: 50
- 4) Time Skip setting is not allowed. For example, When you complete the setting of Section 1, you cannot skip Section 2 and get to set Section 3.

2. 【Upload shift】: After editing, insert U-disk and click【Upload Shift】, then you can upload the edited shift arrangements into device.

6.3 Bell

Touch the screen and a menu bar will pop up at the bottom of the screen, click > [Shift] > [Bell], Up to 24 groups of scheduled ring time. Touch the bell time to enable it.



6.4 Log Info

Input the user ID and time range to query records of the corresponding user



7. Report

Touch the screen and a menu bar will pop up at the bottom of the screen,

click > 【Report】, Insert U-disk, and input the start and end time that you need to check. Click "OK" to download the report. The report includes original record sheet(Original Record), attendance list(Schedule)and summary

sheet(Summary Report).

Original Record: You can check all users' attendance records in the sheet. Pls refer to below picture:

													Or	igin	al ı	ec	ord													
Date	Date:2019-8-1~2019-8-31																													
ID:1	D:1 Name:Lucas Dept.:Office Shift:Day Shift																													
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25
12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03
13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26
18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04	18:04
▶ ▶	0ri	ginal	rec	ord,	sche	dule	∠ Su	unmary	Repo	rt /	*								[] 4						III					

Schedule: Attendance machine can automatically analysis the clock-in and clock-out data, and transmit these data in EXCEL file to the U disk. Format as below: (Remark: Red text indicates that the attendance is abnormal, such as late, early leave. Blue means overtime)

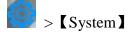
	schedule												
ID:1	0:1 Name:Lucas												
Dept.:Offic	Dept::Office Shift:Day Shift Date:2019-8-1~2019-8-31												
			c1	Se	c2	Se	с3	3 Work				Leave	
Date	week	IN	OUT	IN	OUT	IN	OUT	Normal	Actual	OT hours	Late minutes	minutes	
8-1	THU	08:25	12:03	12:03 13:26 18:04 8 8 0 0 0									
▶ № 0:	rigina	l record	sched	ule Su	ummary Rep	ort 🦄	1/				[] ◀ [

Summary Report: It is a Statistics display of employee attendance for one month

	Summary Report											
Date:	2019-8-1~2019	9-8-31										
ID	Name	Work	hours	Late minutes		Leave minutes		OT hours		Work Dates(Normal	Truancy	
		Dept.	Normal	Actual	TIMES		Minutes	TIMES	Minutes	Normal	/Actual)	,
1	Lucas	Office	248.0	248					77.5		31.0/31.0	0
▶ № 0:	T riginal recor	d schedul	e Summa	ry Repor	t 📆					14		

8. System

Touch the screen and a menu bar will pop up at the bottom of the screen, click



8.1 Device Setup

Item	Meaning
Time	Set device time

Time fmt	24H and 12H format can be selected								
Date fmt	Select different date format								
Language	Change device displayed language								
Voice	Set the volume of speaker								
Play name voice	if play user name after verifying success								
Multiple face	If set it to yes, device can verify multiple users(up to 5) at the same time								
Result time	When the user's face is always displayed on the screen, how long does it take for the device to verify the face again, if set to 0s, device will only recognize once in the situation and it won't be recognized until face moves off screen and appears again								
Screen Idle	How long does it take to enter screen saver when the main Interface is not operating								
Screen Saver Wake up	When device displays screen saver, the user can choose to wake up the device when the device detects the face or touch screen								
bio-assay	Verify that the user is a live person instead of photo.								
Show Avatar	Whether to show user's photo or not on the screen after verifying successfully								

8.2 Advanced setup

Item	Meaning			
Max Admin	Set the maximum number of device admin			
Verify Mode	FA/C/P No matter what kind of verification method coverified			
, orally fraction	Others	Need to verify two verification methods together		
Visitor QRCode	Whether enable scanning QRcode function or not. Connect device to our cloud software and generate QRCode then verify it in device			
1:N Identify	Set the threshold of face recognition			
Live threshold	When enable 'bio-assay', the threshold of face recognition			
	No Device will not detect mask			
Wear mask	Yes	Users can wear a mask or not wear a mask to verify, if wear mask, the threshold of face recognition is		

	same as 'mask threshold' settings		
	Must	Device will detect mask, if user doesn't wear mask, device will not accept it	
Mask threshold	When wearing a mask, the threshold of face recognition		
Exposure Compensation	When device is in dark light and backlight environment, can change this value to adjust camera		
Testing	Check whether the camera is normal		
Camera calibration	Calibrate camera		
Firmware upgrade	Insert U	J-disk (FAT32 format) to do device firmware upgrade	

9. Access

Touch the screen and a menu bar will pop up at the bottom of the screen, click



> [Access]

9.1 Access

Item	Meaning
OD delay	Set the time between lock relay effective and the state of resume normal.
Sensor Mode	Set the type of door sensor, the default setting is 'No'.
Sensor Delay	When door status is opposite to sensor mode and keep this status for more than sensor delay, device will alarm
Users	Set the number of user required to open the door. For example: set it to 2, only when 2 different users verify at the same time, the door can be opened
Anti pass	Anti pass function will be activated when it is set as in, out or two way
Wg output	Define the content of wiegand output, user ID and card number can be selected
Wg format	You can define wiegand port output format. The default format is 34bits, and it can be changed to 26bits

External Wg	
Enternal Wg	Connect external wiegand reader
input	
-	

9.2 Timezone settings

9.2.1 Day timezone

According to the rules and regulations of user's entry and exit, set the daily access time to the corresponding time period. You can totally set 8 groups of day time zones, or week time zones. For example, you can set the time between 6:00am and 8:00am to open the door, and the time between 17:00pm and 19:00pm to open the door. Pls refer to below picture Day Timezone 1 setting. If you want to set the door to be open in all day, pls refer to below picture Day Timezone 2 setting.

Example: [Day Timezone 1] setting as below

T.Zone1	06:00	08:00
T.Zone2	17:00	19:00
T.Zone3	00:00	00:00
T.Zone4	00:00	00:00
T.Zone5	00:00	00:00

Example: **(**Day Timezone 1) setting as below

T.Zone1	00:00	23:59
T.Zone2	00:00	00:00
T.Zone3	00:00	00:00
T.Zone4	00:00	00:00
T.Zone5	00:00	00:00

9.2.2 Week timezone

According to the rules and regulations of user's entry and exit, Set the passage time of each week to the corresponding day time zone. For example, the above-mentioned daily time zone rule(only 6:00am to 8:00am can open the door, and only 17:00pm to 19:00pm can open the door) applies from Monday to Friday, and door can be opened all day on Saturday and Sunday. Pls refer to (Figure 1) for Week Timezone 1:

Week Timezone			
SUN	2		
MON	1		
TUE	1		
WED	1		
THU	1		
FRI	1		
SAT	2		

	Normal C	pen Time		
	SUN	1		
	MON	1		
	TUE	1	User Manual	
(Figure 1)	WED	1	(Figure 2)	
(Figure 1)	THU	1	(Figure 2)	
Remark: In our device, \[\begin{aligned} \begin{aligned} \text{Week} \end{aligned}	FRI	1	Timezone 0 is	
default to open the door all day. All	SAT	1	other time	
zones are customizable				

9.2.3 Normal open timezone

According to requirements, Set the passage time of each week to the corresponding day time zone .Example: If the setting is as (Figure 2), Day time 1 applies to every day, then it means the door is kept open between 6:00 am and 8:00 am and 17:00pm to 19:00pm everyday

9.3 Open Group

Example: Set open group 1 to 12, it means in the definition of user access control in the above section, it is defined that one from group 1 and another one from group 2 together to verify that can open the door

Example 1: Single one can open the door

Open group 1 1
Open group 2 0
...
Open group 5 0

In the above Settings, which means that only users belonging to group 1 have access to the door.

Example 2: Multiple users who from the same group must together to verify that can open the door

Open group 1 111
Open group 2 0
...
Open group 5 0

In the above Settings, which means that need 3 users belonging to group 1 must together to verify that have access to the door.

Example 3: Different users from different groups

Open group 1 12
Open group 2 0
...
Open group 5 0

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In the above Settings, which means that need 2 users that one belonging to group 1 and another one belonging to group 2 must together to verify that have access to the door.

Users belonging to group 1 and users belonging to group 2 do not have the right to open the door independently.

9.4 User Access Settings

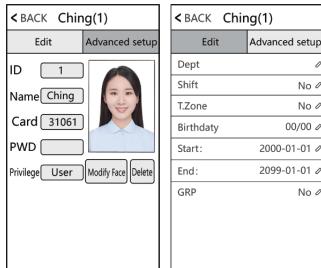
Touch the screen and a menu bar will pop up at the bottom of the screen, click | Solution | Value | Va

No 4

No 0

00/00 0

Mgt] > 【User View] > select users > 【Advanced setup] to edit T.zone



10. Data Mgt

Touch the screen and a menu bar will pop up at the bottom of the screen, click All Glog、Clear All Enroll、Delete All Glog、Initialize Menu、Clean Manager.

[Down Glog] :New attendance logs saved in device can be downloaded to U-disk, and form a TXT file, eg:'GLG_001.TXT'

[Down All Glog] :All attendance logs saved in device can be downloaded to U-disk, and form a TXT file, eg: 'AGL_001.TXT'

[Clear All Enroll]: Delete all registration info of all users(include face, card and pwd)

[Delete All Glog]: Delete all logs of all users

[Initialize Menu]: Reset device parameter settings, it won't affect user data and records

【Clean Manager 】: Clear all manager privileges on the device

11. Communication

Touch the screen and a menu bar will pop up at the bottom of the screen, click



11.1 Comm set

≺ BACK Comm set
Comm set
Server
Ethernet

Item Meaning	
Device ID	Set corresponding device No., the default device No. is 1, Please note that
Device ID	the number is related to the communication
Port No.	The default port No. is 5005, For communication connection under LAN

11.2 Server

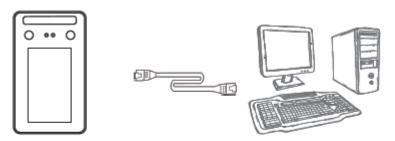
≺ BACK	Server
Server Req	No 0
Use domain	ıNm No ℓ
DomainNm	192.168.0.110 🗸
Server IP	192.168.000.122 0
SerPortNo	7788 🛭
Heart beat	3 0
Server appr	oval No 🛭

When using	$W\Delta N$	connection	nlease	do corres	nonding	server settings
which using	AAUTIA	connection,	prease	uo corres	ponung	server settings

Item	Meaning
Server Req	Select 'Yes' or 'No', select 'yes' to enable server communication
Use domainNm	Select 'Yes' or 'No'
DomainNm	If you select 'Yes' for 'Use domain Nm', enter the server domain name here
Server IP	If you select 'No' for 'Use domain Nm', enter the server ip address here
SerPortNo	Enter server port number
Heartbeat	Default value is 3s
Server approval	If set it to yes, only when device connect to server can users make punch in device

11.3 Ethernet

Use Ethernet to connect the device to computer. An example is shown in the figure below:



IP Address: 192.168.1.224 Subnet Mask: 255.255.255.0 Gateway: 192.168.1.1

IP Address: 192.168.1.100 Subnet Mask: 255.255.255.0 Gateway: 192.168.1.1

12. System Information

Touch the screen and a menu bar will pop up at the bottom of the screen, click

device.

< BACK Sys info			
Capacity	In	ıfo	
Manager	0	10	
Add user	7	2000	
Face	6	2000	
Card	119	2000	
PWD	450	2000	
G_Log	119	1000000	
All log quantity	450	1000000	

≺ BACK Sys info				
Capacity		Info		
Company				
Web Site				
No	7	ZX0006828566		
Released	1	19 Jan 2021		
Model	f	p50v		
Firmware	á	ai806_fp50v_v2.00		
Engine	,	AiFace_v3.10		

Appendix1 Schematic Diagram of Access Control Wiring

1) Schematic diagram of device wiring port (According to the number of port to select corresponding wiring diagram)

8 pin port:

Red	12V	12V
Black	GND	GND
Green	Lock COM	The common end of the lock signal
Orange	Lock NC	Normal closed end of the control signal
Blue	Lock NO	Normal opened end of the control lock signal
Yellow	Button	Exit button
Brown	D-Sensor	Door sensor
White	ALARM-	Output alarm signal

6 pin port:

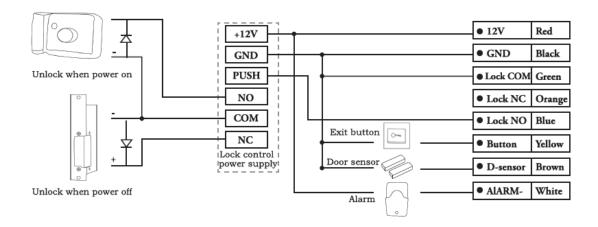
Red	12V	12V
Black	GND	GND
Orange	WG_IN0	Wiegand input 0
Yellow	WG_IN1	Wiegand input 1
Green	WG_OUT0	Wiegand output 0
White	WG_OUT1	Wiegand output1

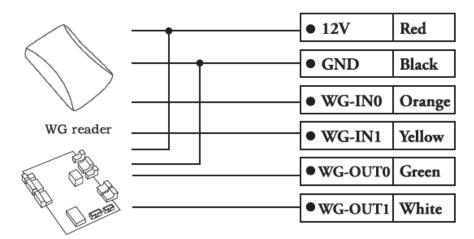
4 pin port:

TCP_TX+	
TCP_TX-	TCP/IP
TCP_RX+	Interface
TCP_RX-	

2) Device connection diagram

(According to the number of port to select corresponding wiring diagram)

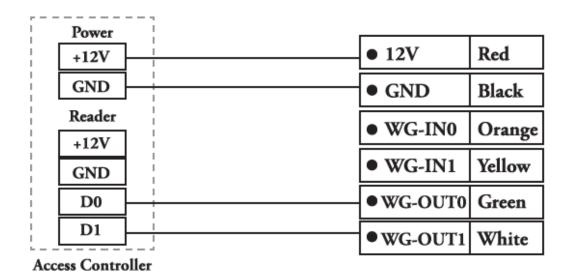




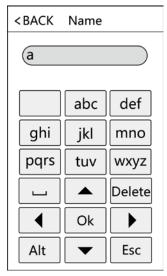
Access Controller

Remark: When the power supply of the access controller is insufficient (The facial device may shut down automatically when face recognition happens). In this case, please wiring as below diagram:

User Manual



Appendix2 Input Method Introduction



Touch 'Alt' to switch capital/small letter or number, after finished, touch 'Ok' to save it **How to input punctuation:** when the input method is in capital/small letter state, touch '-' to select what you want to input. The first one is space, the second is dot and so on