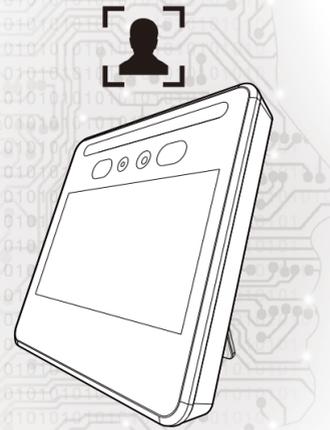
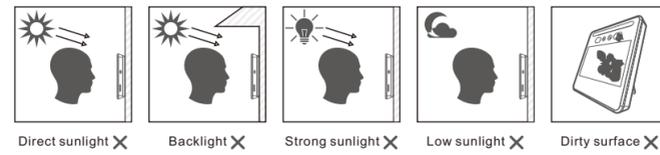


Quick Start Guide

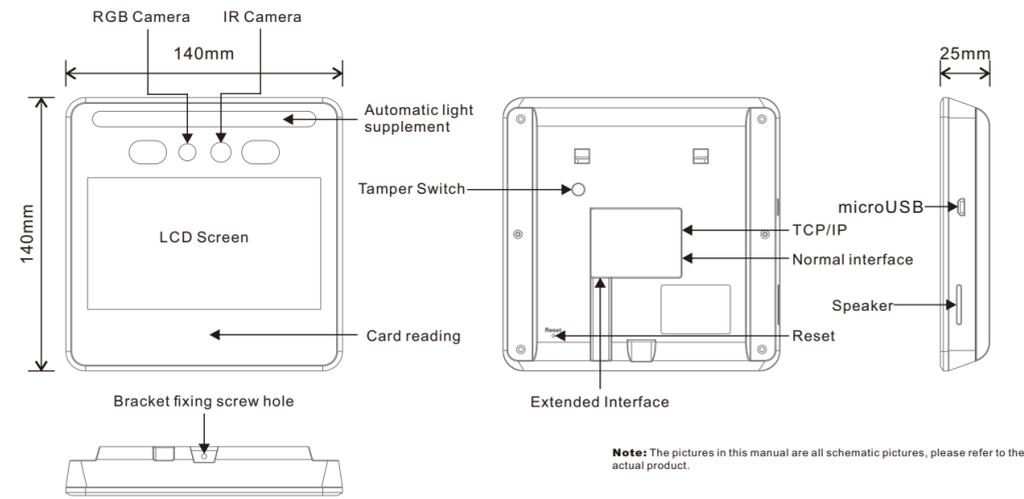


Face Attendance Device

1 Product Introduction

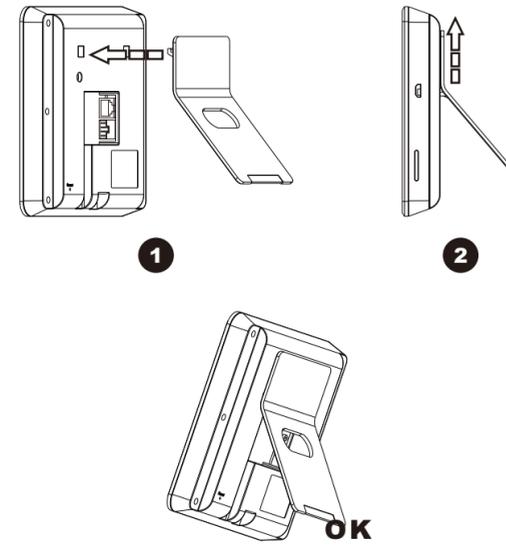


Product Appearance



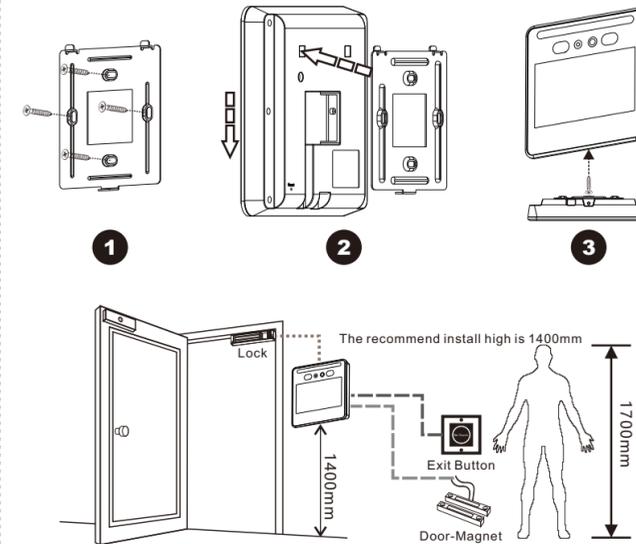
Desktop Mounting

- 1 Insert the buckle position of the bracket into the hole position on the back of the device, then the tamper switch will pressed by the bracket and the bracket will close to the device's back.
- 2 When there is no gap between the bracket and the back of the device and it's no longer loose, the bracket is installed already.



Wall Mounting

- 1 To install the back bracket on the wall through 4 screw hole or using the wall case.
- 2 To install the back bracket on the wall through 4 screw hole or using the wall case.
- 3 Using the hex screws included in the package to fix the device to the bracket.



2 Function Parameter

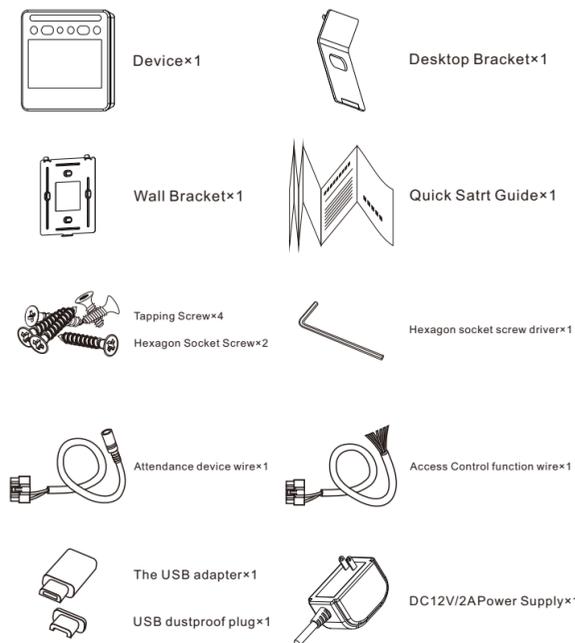
Item	Parameter	
Material	ABS, aluminum alloy, toughened Glass	
Working Voltage/Current	DC12V±10%/2A(Non-loaded)	
Camera	RGB	200W pixel, 1/2.9" sensor, 4.35mm focal length, F2 aperture, viewing Angle 70°
	IR	200W pixel, 1/5" sensor, 2.35mm focal length, F2.2 aperture, viewing Angle 68°
Screen	5-inch HD Full View touch screen (1280*720/ fully fitted capacitive screen)	
Processor	High-performance dual-core ARM chip /ISP/NPU	
Frequency	1Ghz	
Capacity	Memory DDR3 512M/4G Flash	
Operating System	Embedded Linux 3.1	
Algorithm Ability	0.6Tops	
Accuracy	99.8%	
Recognition Speed	<0.5s	
Identify People	Identify 5 people at the same time	
Recognition Distance	0.5m~1.5m	
Users	5000	
Records	1200000(No Snapshot)	
Verification Type	Face/Card(Optional)	
Card Type(Optional)	26-56 bit EM/MF/INCF/Desfire	
Micro USB Interface	1	
Lock Control Output	1	
Temper Switch	1	
Exit Button	1	
Door Magnet Input	1	
Event Snapshot	1	
Attendance Management	1	
Speaker	Intelligent voice broadcasting	
Working Environment	-20°C-60°C /10%-90%	
IP Grade	IP63	
Install Type	Desktop/Wall	
Size	L140XW140XH25mm	

Statement

To the maximum extent permitted by law, the products described in this manual (including hardware, software, firmware, etc.) are provided as they are. There may be defects, errors, or malfunctions. This manual is for guidance only. The graphics, icons, and illustrations provided in the manual are for explanation and illustration only. There may be differences with specific products, please refer to the actual product. The company does not provide any form of express or implied guarantee, including but not limited to guarantees of marketability, quality satisfaction, suitability for specific purposes, and non-infringement of third-party rights, nor does it provide any special guarantees caused by the use of this manual or the company's products. Incidental, incidental or indirect damages, including but not limited to loss of business profits, loss of data or documents. If you connect products to the internet, you need to bear your own risks, including but not limited to, the product may suffer from hacker attacks, virus infections, network attacks, data leakage, etc. The company does not assume any major or related responsibility for product failure, abnormality, information leakage and other issues caused by this. However, the company will provide users with product-related technical support. When you use this product, you will collect, store, and use important personal information. As the data controller, when collecting, storing, and using personal information, please follow the relevant laws and regulations applicable to the protection of personal privacy. The company is not responsible for all personal and property losses caused by misuse of personal data. The company's products have encrypted personal biometric information. Its characteristic value cannot be restored to an image. Please observe the laws and regulations of the place of use when using the product. If this product is used to infringe the rights of a third party or other improper purposes, the company will not bear any responsibility. If the content of this manual conflicts with applicable laws, the legal provisions shall prevail.

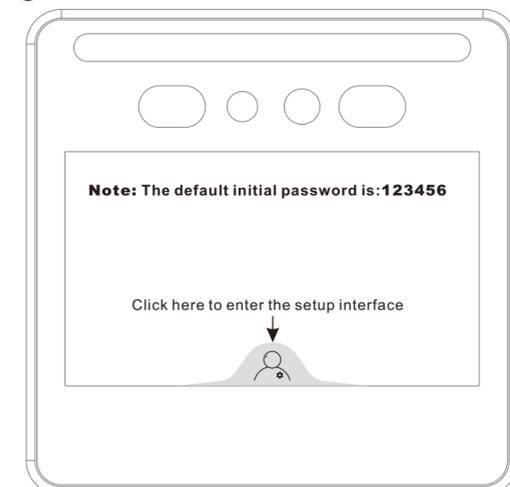
For More Help

3 Packing List



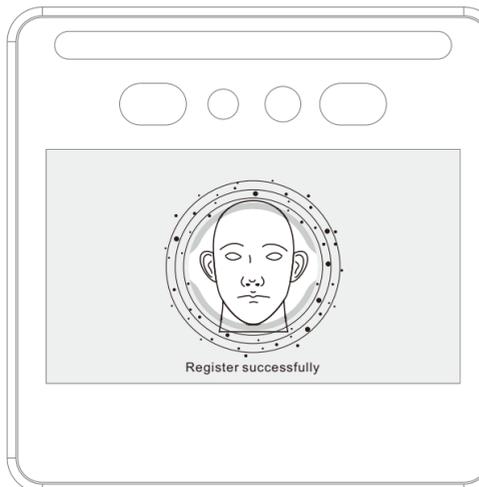
4 Face Register

- 1 Tap the display to arouse the Setting's menu and virtual button.
- 2 Click the button to enter the administrator login interface and input password.



- 3 Click "User Management" >>> "Add User". Enter the "Add User" interface. After the basic information of the User is set up, click "Add Face", start to collect user's face information.

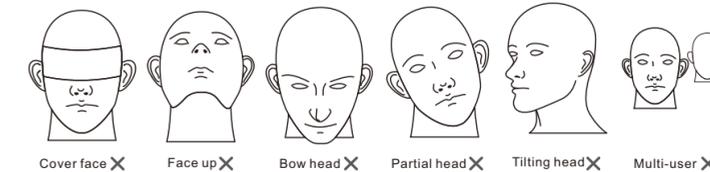
When the collection process, face to the camera and adjust the position of the face to the circular collection on the display screen in the window (the correct acquisition status is shown in the figure below). Under sufficient light and soft environment can get the best collect effect. Please avoid the wrong behavior on the right side of this page.



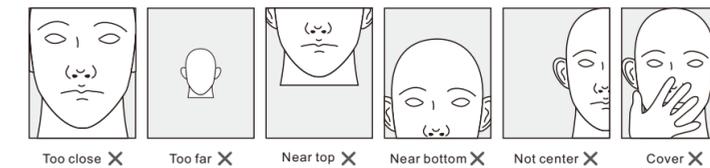
- 4 It will prompt the user through the display interface and voice if the face register is successful, then click the "save" to save your setting and click "<" exit setup interface. Now you can authenticate with a face.

Note: Biometric products cannot be 100% suitable for any anti-counterfeiting environment. The product provides other authentication methods, please choose according to your need.

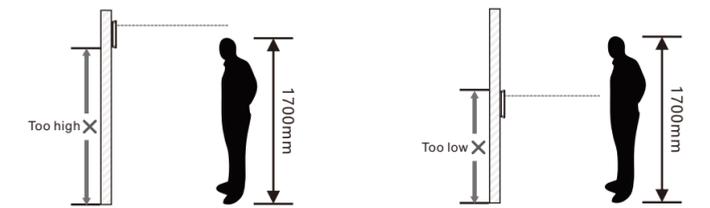
The wrong way to register user's face information



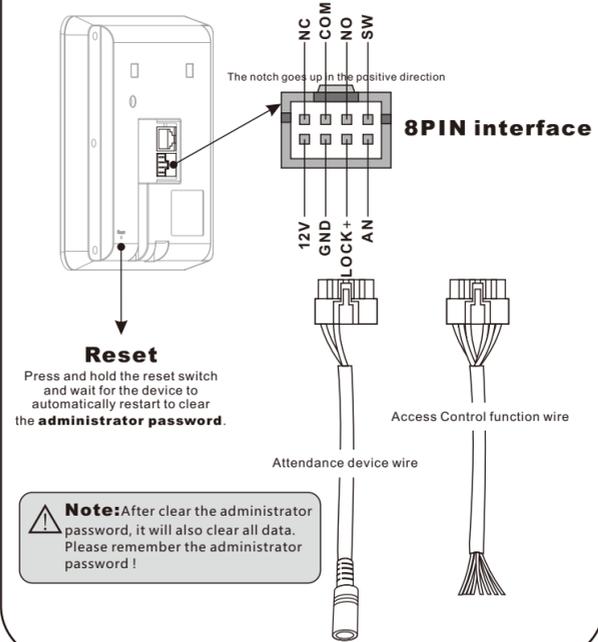
The wrong way to recognize faces



Device install with wrong height

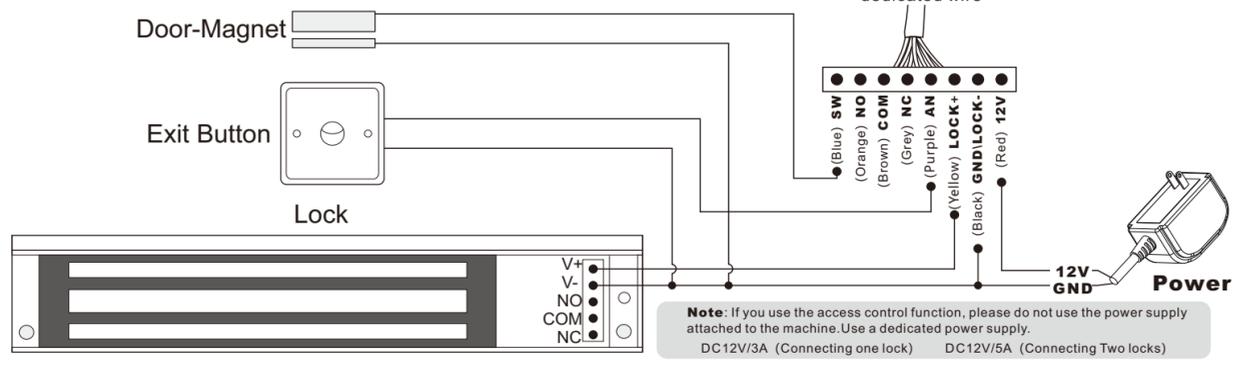


5 The Interface Definition



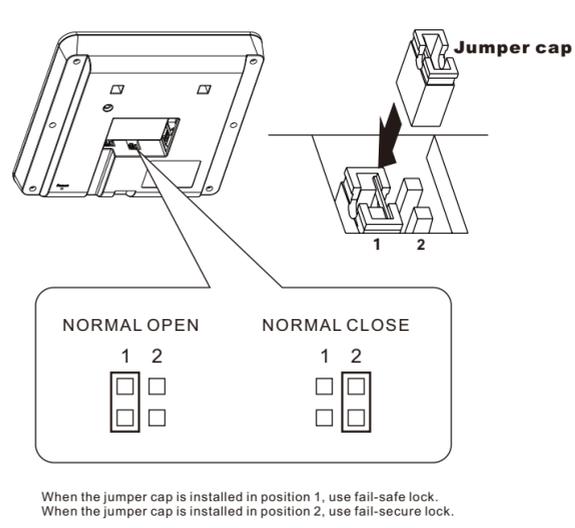
6.1 Wiring of Access Control Function

- Warning:**
- Please do not use the power supply that comes with this product to power the lock. It is attendance only.
 - Please do not connect the wires when the power is on.
 - Please strictly comply with the national and regional electrical safety regulations.
 - If you have any problem with the product, please contact the device seller. Do not disassemble or modify this product without permission.
- Note:**
- Please read this manual carefully before starting the installation.
 - Please do not aim the lens of the device at strong light. Such as the sun, searchlight.
 - To avoid heat accumulation, please install the equipment in a ventilated area.
 - Avoid damp, strong electromagnetic environment, outdoor bare leakage places.

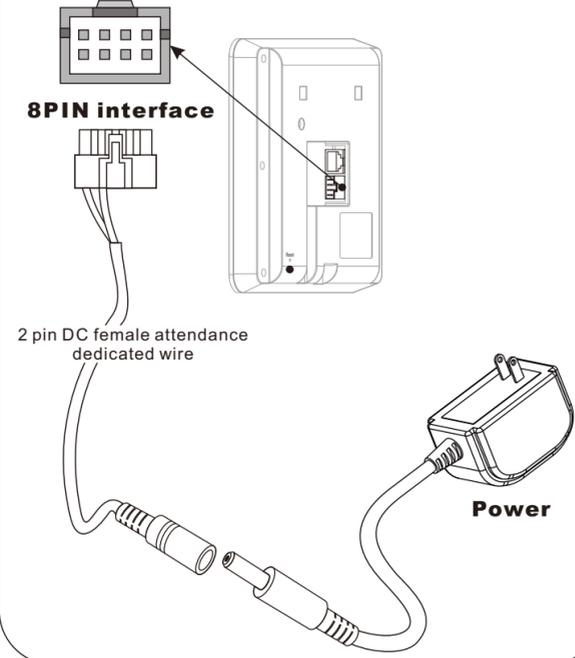


Use of Jumper

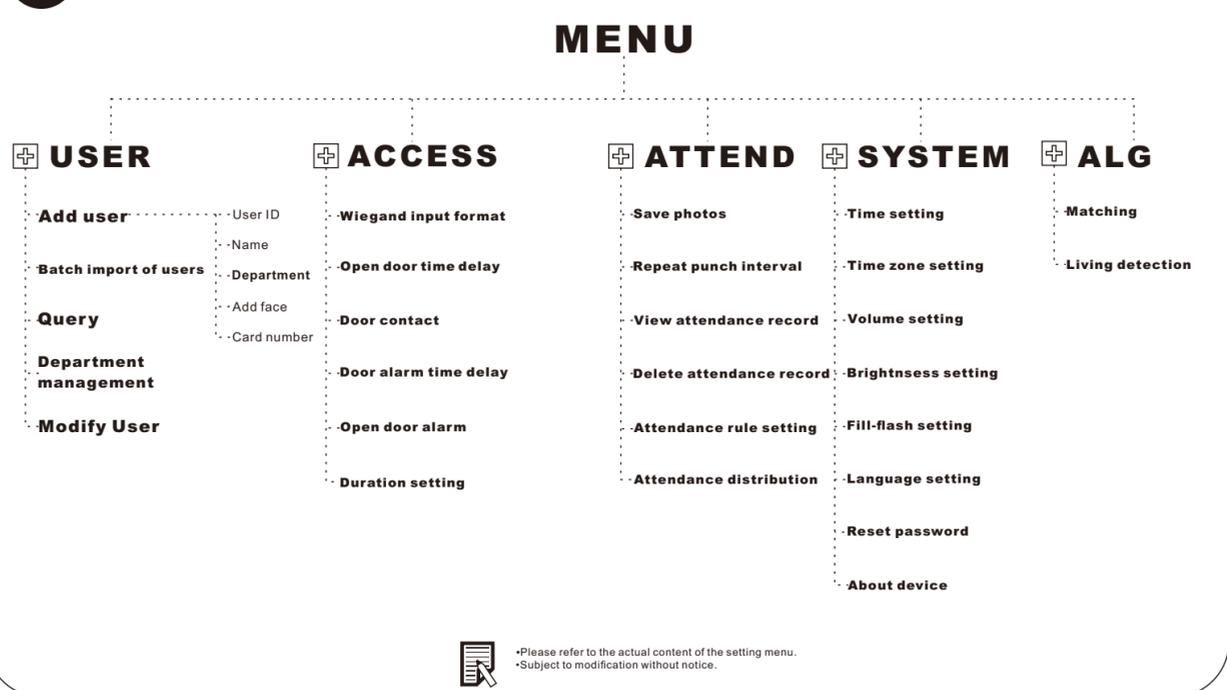
When the device connects with the lock, please pay attention to the use of jumper. The choice of jumper is adjusted according to the type of lock currently in use. As shown below:



6.2 The Wiring of Attendance Function



7 Off-line Setting Menu Directory



8 Batch Import of Users

If you want to batch import multiple people, you can use the batch import of users function. Please prepare user photos firstly, please ensure that the facial features are clear, the exposure is normal, there are no multiple faces in the photo, the background is single, and there is no headwear such as hats. User use the table template generated by the device to better complete the operation. User use the table template generated by the device to better complete the operation.

- The USB flash drive is stored in FAT32 format.
- The maximum capacity supported by the USB disk is 32G.
- Recommended photo size from 800*600px to 1024*768px.

1 Firstly, you need get the user table template from the device. Please enter "User Management" >>> "Add User" to add a new user. Insert the USB flash drive into the device. Then go to "View User" >>> "Export". Unplug the USB disk after prompting that the export is successful.

2 After insert the USB flash drive into the computer. A folder named "REG" will appear in the USB flash drive. There is a folder named "DCIM" in this folder to store people's photos. Another form file named "person" (.xls suffix) is the user form template. As shown below.

No.	Name	Gender	Nation	ID number	Telephone number	Register photo name
1	Jone					000020f8.jpg
2	Tom					000020f7.jpg
3	Jenny					000020f8.jpg
4	Rose					000020f9.jpg
5						
6						

Please make sure match the position of user's name with the photo name position in the form

3 Fill in the name of the user in NAME, and fill in the name of the photo file corresponding to this user in Register photo name, with the suffix jpg.

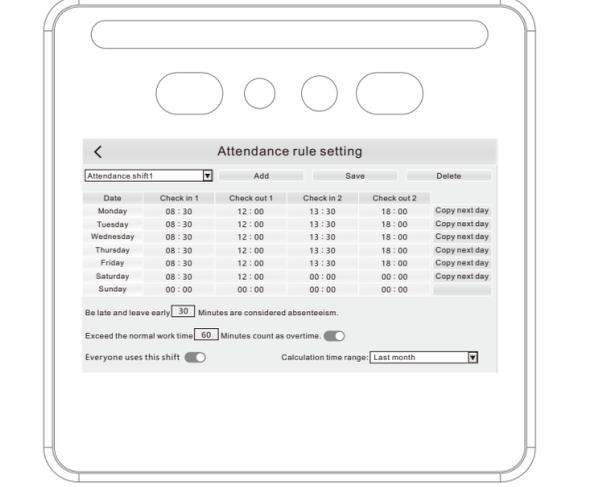
4 After insert the USB flash drive into the device. Go to "User Management" >>> "Batch import of users" and click "Import". Note the number of successes and failures in the prompt. If it fails, please try again according to this manual.

- The table file needs Microsoft Excel 97-2003 format (.xls suffix).
- Do not use special symbols, punctuation marks, or floating numbers in the table content.
- The main reason for import failure is that the picture is unclear, unrecognizable, the file content has abnormal symbols, and the file format is incorrect.

9 Attendance Setting

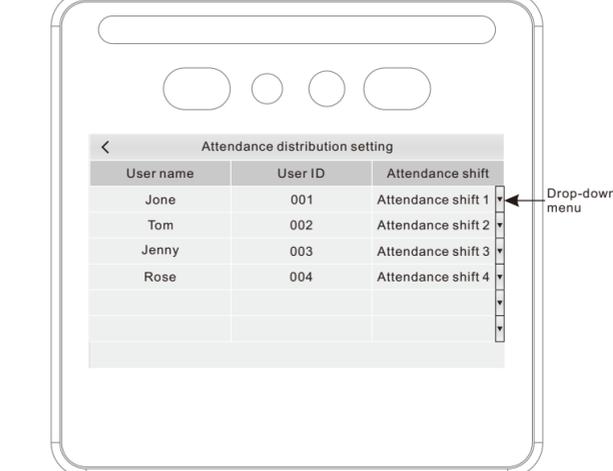
The setting of shift and schedule

- Enter in the setting menu's interface, click "ATTEND" >>> "Attendance Rule Setting".
- Click "Add" in the following interface to set the time period and date of attendance you need.



- A maximum of two period of time can be set each day - the morning shift and the afternoon shift. Attendance is cycled in weeks.
- The work start time and work end time are the same, it means that this period will not be counted in the attendance time.
- If all users use the same shift, please go to "Attendance Rule Setting" >>> "Everyone use this shift" and select to turn on this setting.

4 If different users use different shifts, please go to the "Attendance Management" >>> "Attendance distributionh settings" interface to set. As shown in the figure below, click the drop-down menu setting in the "attendance shift". Set up "Everyone uses this shift", this setting is not available.



The setting of Late, Leave Early and Absenteeism

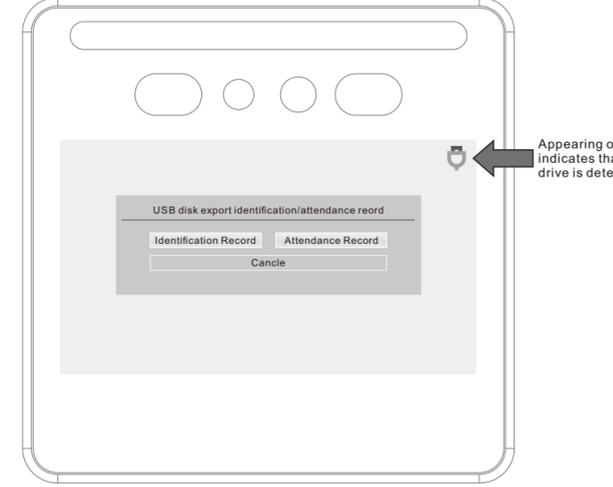
- To enter "ATTEND" >>> "Attendance rule setting".
- To set "Be late and early [N] Minutes are considered absenteeism".
Condition: When the actual late time + leave early time > N minutes.
Result: This time period is counted as absenteeism, this time period will be subtracted from the total working hours, and overtime work will not be calculated.
Actual work time = normal work time - leave early - late - absenteeism.

Automatic overtime setting

- Enter "Attendance" >>> "Attendance rule setting".
- Enable function named "Exceed the normal work time [N] Minutes count as overtime."
Condition: (Actual time of Check in 1 - Actual Check out 1) + (Actual time of Check in 2 - Actual time of Check out 2) - Late - Leave early - Absenteeism > N minutes.
Result: Exceed the normal work time = Overtime.

Attendance calculation and export settings

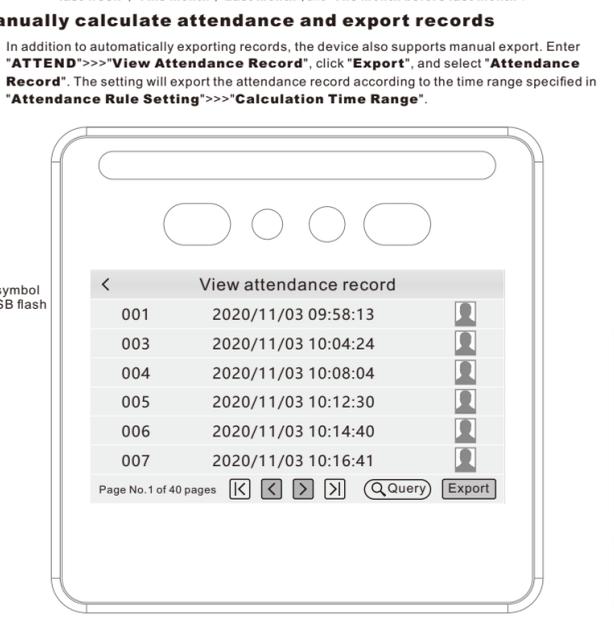
1 When the user needs to check the attendance data, he can insert the USB disk into the device's microUSB (using the supplied USB transfer interface), the device will automatically prompt whether to export the attendance data, then select "Attendance Record" and the device will start attendance calculation and export form. This process needs time, please be patient to wait. Unplug the USB disk after the prompt is complete.



2 When the USB disk is inserted into the device, the device will prompt the user whether to export the attendance record.
Conditions: The administrator password is required.
 • The basic time unit of the attendance report is minutes.
 • No attendance record and statistical information will be generated if the date is not set.
 • To set the calculation time of attendance, please go to "ATTEND" >>> "Attendance Rule Setting" >>> "Calculation Time Range" and set it to "This week", "Last Week", "The week before last week", "This month", "Last month", and "The month before last month".

Manually calculate attendance and export records

1 In addition to automatically exporting records, the device also supports manual export. Enter "ATTEND" >>> "View Attendance Record", click "Export", and select "Attendance Record". The setting will export the attendance record according to the time range specified in "Attendance Rule Setting" >>> "Calculation Time Range".



The generation of the attendance report is calculated based on the currently exported time.
 Please process the attendance records in time to avoid missed.

Attendance rules between two time periods



The two attendance periods are based on the mid time point between time of Check out 1 and time of Check out 2. Records less than the mid time point are counted as time of Check out 1, and records greater than the mid time point are counted as the time of Check in 2. Please make sure the time of check out 1 earlier than the middle time point, otherwise you will be considered absent.

Attendance result export

The exported attendance records, identification records and captured pictures are stored in the folder "REG".

The attendance report is divided into two tables: attendance and statistics. The attendance record table records the daily flow information during the attendance period. The attendance statistics table records the summaries of the attendance period. The identification record table (Record) records the flow information of each check in/out, and repeated data will not be counted.

File naming rules: attendance_123456_20201012-000039.xls

No.	Name	Department	User ID	Date	Attendance status	Check in 1	Check out 1	Check in 2	Check out 2	Late	Leave early	Overtime
1	Jone		10560	2020-11-03	Normal	09:30	18:30					120
2	Jone		10560	2020-11-04	Late	09:10	18:30			10		
3	Jone		10560	2020-11-05	Leave early/Late	09:10	17:50			10	10	10
4	Jone		10560	2020-11-06	Absenteeism	10:00	20:30					150
5	Jone		10560	2020-11-07	Normal	08:30	18:15					
6	Tom		10560	2020-11-03	Normal	08:57	18:01					
7	Tom		10560	2020-11-04	Normal	08:58	18:12					110
8	Tom		10560	2020-11-05	Late	09:10	20:00			10		
9	Jenny		10560	2020-11-03	Normal	08:30	18:20					110
10	Jenny		10560	2020-11-04	Normal	08:54	18:02					

Attendance statistics table

No.	Name	Department	User ID	Set working hours	Actual working hours	Overtime hours	Number of Late	Time of late	Number of Leave early	Time of Leave early	Number of absenteeism	Time of absenteeism
1	Jone		10560	1830	270	3	3	0	10	0	0	0
2	Tom		10560	18240	0	1	1	0	0	0	1	320
3	Jenny		10560	10680	100	0	0	0	0	0	0	0
4	Rose		10560	11280	700	1	6	0	0	0	0	0