WINPROX Software

FERMAX

PROGRAMMING MANUAL

en.

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INDEX

INTRODUCTION **4**

START - MAIN SCREEN **5**

LOGINS **7**
New Login 7
Delete Logins 8

PARAMETERS - INSTALLATIONS MANAGER **9**
Create/Delete an Installation 10
Export/Import Installations 10
Language, test, expiry date cards Setup 11
Card Code Automatic Reader 11

READERS **12**
New Reader 13
Edit/Delete Readers 14
Reader Status and Test 15
Master Card 16
Clone Readers 17
Delete Cards 18

USERS **19**
New User 20
Edit Users 23
Delete Users 24
Find Users 25
Send Users Lists Readers 26
Receive Users Lists from Readers 27

EXPORT/IMPORT USERS LISTS **28**

CARDS **30**
New Card 31
Delete Cards 32
Find Cards 33
Cards Status 34

TOOLS **35**
- EVENT LOG **36**
Activate/Deactivate Event Log 37
Check and Management if the Event 38

REPORTS **42**

ANNEX: Configuring and Connecting Readers **44**

WINPROX

The WinProx application lets you manage users and cards, stand-alone proximity readers, check incidents online, IP camera, generate reports, etc... in an access control installation, in a simple and robust way.

With WinProx, you can define a multitude of access readers, authorise or cancel users , assign several cards to the same user, configure the access permits of each user for the different readers in the installation, manage card expiry...

Features

- Multiple readers. A reader bus can be managed on one port. Maximum 32 readers per port. Connection between the bus readers is made through Sa - Sb. For more details see chapter **Readers** and **ANNEX: Configuring and Connecting Readers.**

- Connection by Serial ports or through local networks (by means of IP serial port adaptors).

- Multiple installations, and backup copy of the same.

- Possibility to export/import Excel files.

- Complete user reception and handling (with version 2.0 readers onwards).

- Logical separation between users and cards.

- Managing several cards per user.

- Expiry of cards with PC connected.

- Event Log online.

- Generate reports.

Minimum Requirements

The following requisites are needed to run the application:

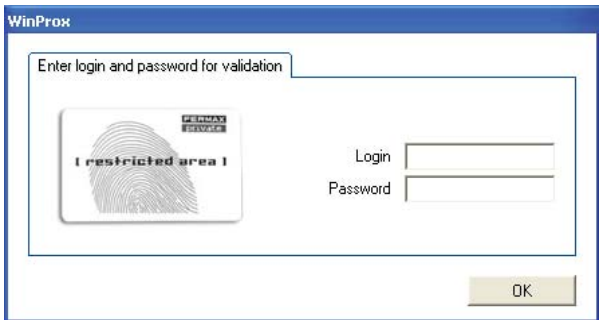
Requirement	Minimum
Equipment	IBM or PC compatible
Operating System	Compatible with Windows 7/10 64-bit
RAM Memory	512 Mb
Hard Disk	100 Mb free space

Notes

Winprox 3 has been designed for Windows 10 64-bit.

START - MAIN SCREEN

When the Winprox application starts, the Login screen comes up in order to check whether the user is permitted to run the application:

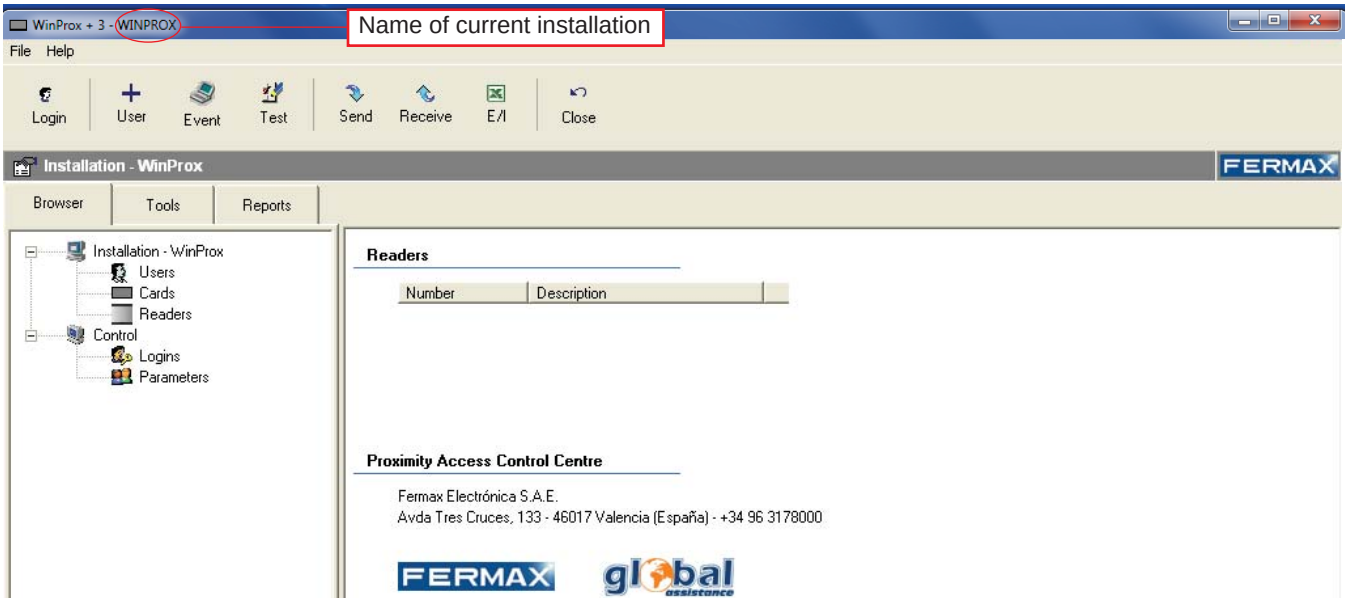


The Winprox application lets you manage and check up on user access, as well as creating new users (with their corresponding login and password), and delete existing users.
Login management is explained in more detail in the "Parameters > Login" section of this manual.

To start working with WinProx, enter the following data in the Login screen:

Login: system
Password: fermax

and click OK. The application Main Screen comes up:



Initially, the WinProx application creates a default installation called Winprox.

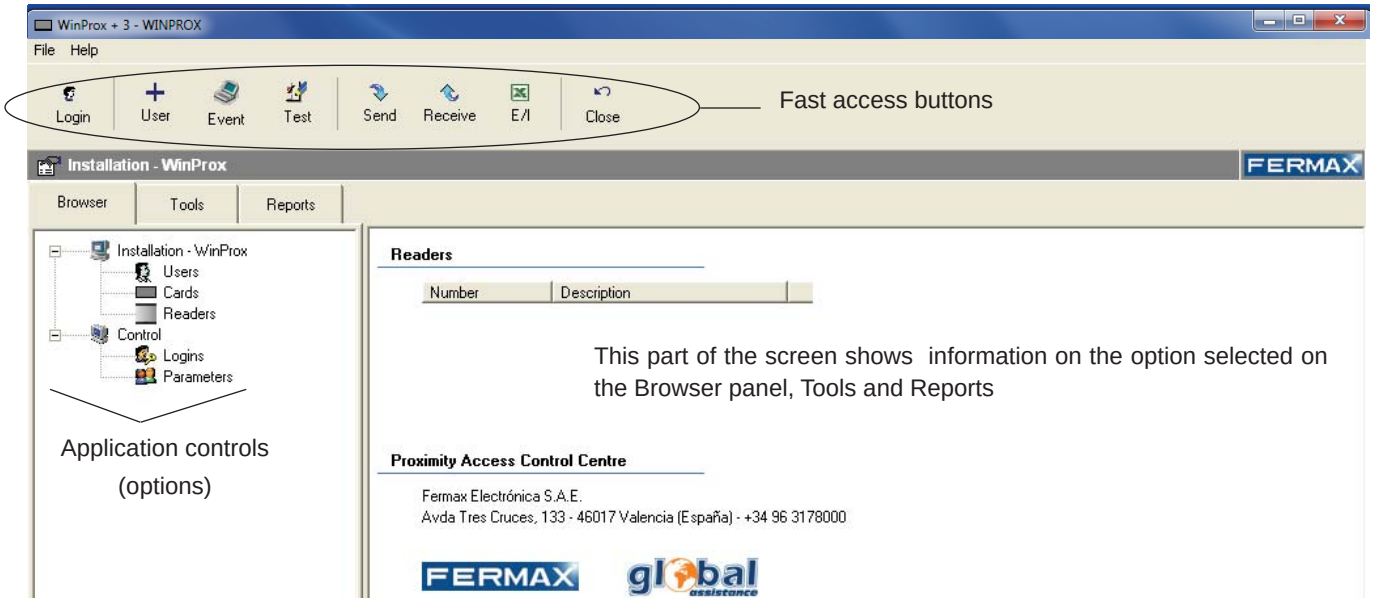
If a new installation is not created, the data regarding the users, cards and readers in the system are stored by default in the "Winprox" installation.

The current installation name (the one we are working on) is indicated at the top of the main screen.

The WinProx application lets you create as many installations as you wish, so that you can manage and identify a multitude of installations (each with their corresponding readers, users, cards...).

To create and manage installations, see the "Parameters > Database Management" section.

Main Screen



BROWSER

Users: Lets you manage the installation users (create, delete, search users, assign cards...).
Cards: Lets you manage the installation proximity cards (create/delete cards, search for cards...).
Readers: Lets you manage the different readers in the system (add, delete, edit,...).
Logins: Lets you create and delete logins to control the user access to the Winprox application.
Paramaters: Lets you create a new installation and configure different system parameters (installation current, language...).

TOOLS

Enables online control (in real time) of the different events taking place in the installation: event log, presence control and camera control.

REPORTS

Lets you generate different reports showing information on the installation (list of users, cards, readers, etc...)

Fast Access Buttons Description

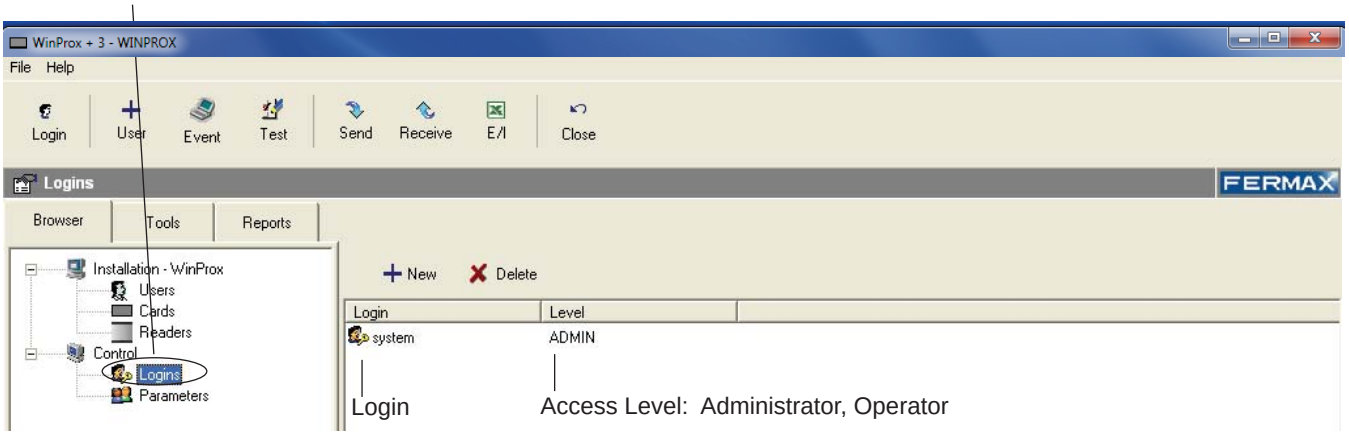
Login	*Closes the session, blocking the application. Login screen is shown.* *Only the login that started the session can open it again.* Allows to keep the application active (registering incidences) avoiding the no authorised personal either the access to the same application, or to modify parameters.
User	*Shows the insertion screen for new users.*
Event	*Shows the Event Log screen.*
Test	*Runs a test in all the readers defined in the application.*
Send Receive	*Lets you Send the list of cards to the Readers and Receive it.*
E/I	*Lets you Export/Import the lists of cards and users to/from Excel files.*

LOGINS

Lets you manage the users who have access to the Winprox application.
They may be of two types:

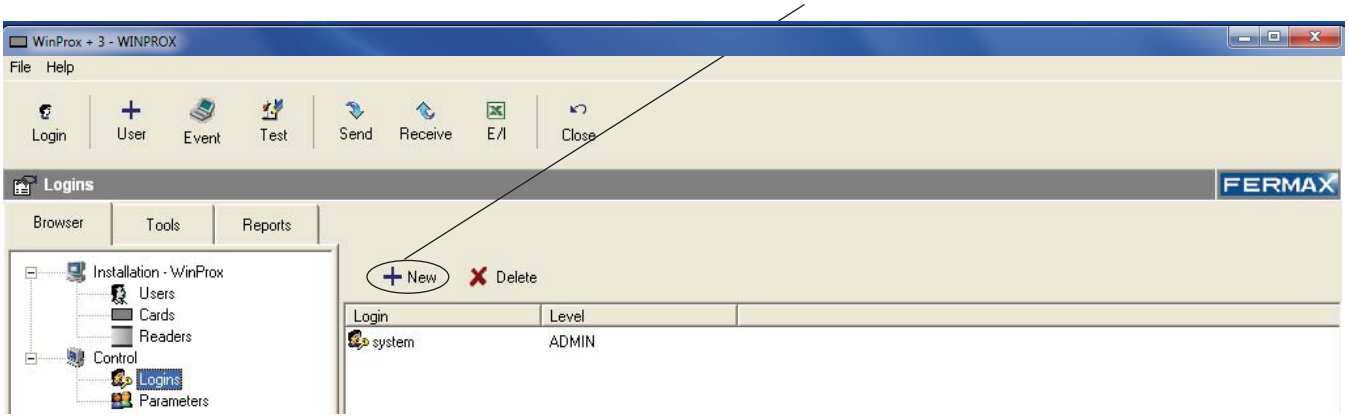
- ***Administrator***:
  A user defined as Administrator can perform all the operations available in the Winprox application.
- ***Operator*** :
  A user defined as Operator cannot manage the readers in the application (only check their availability).

Click on "Logins" on the Browser to access the Login screen. The Login screen comes up.

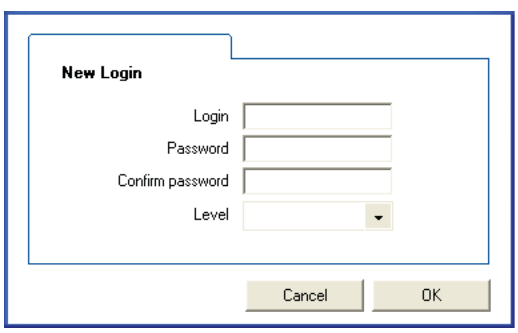


New Login

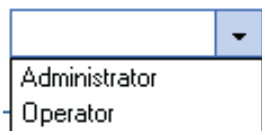
To **Create** a New Login for access to the application, click the button:



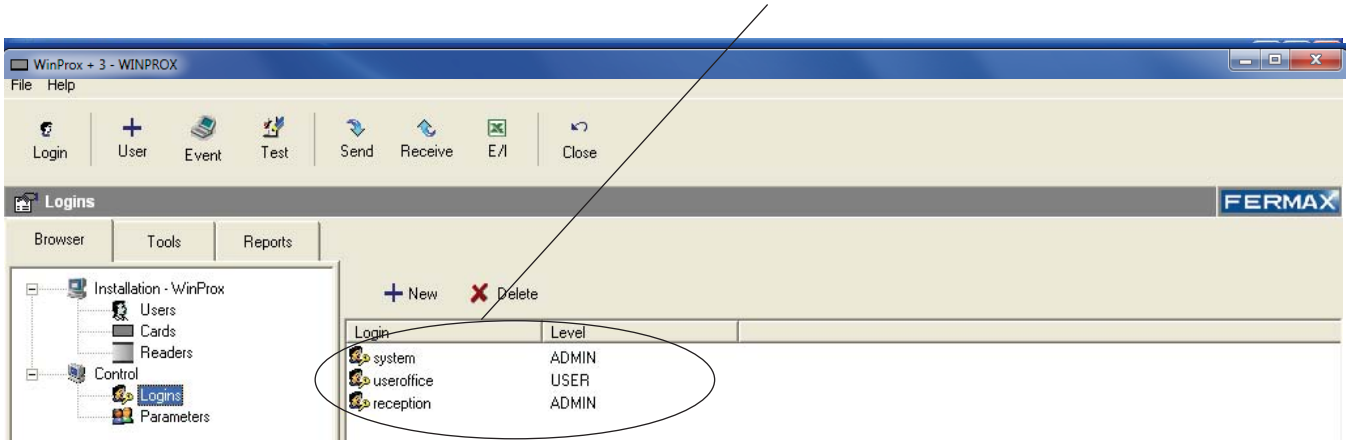
The screen below comes up, where we can enter the new Login data:



- ***Login***
- ***Password***
- ***Level:***
  Select the new login level from the drop-down menu.



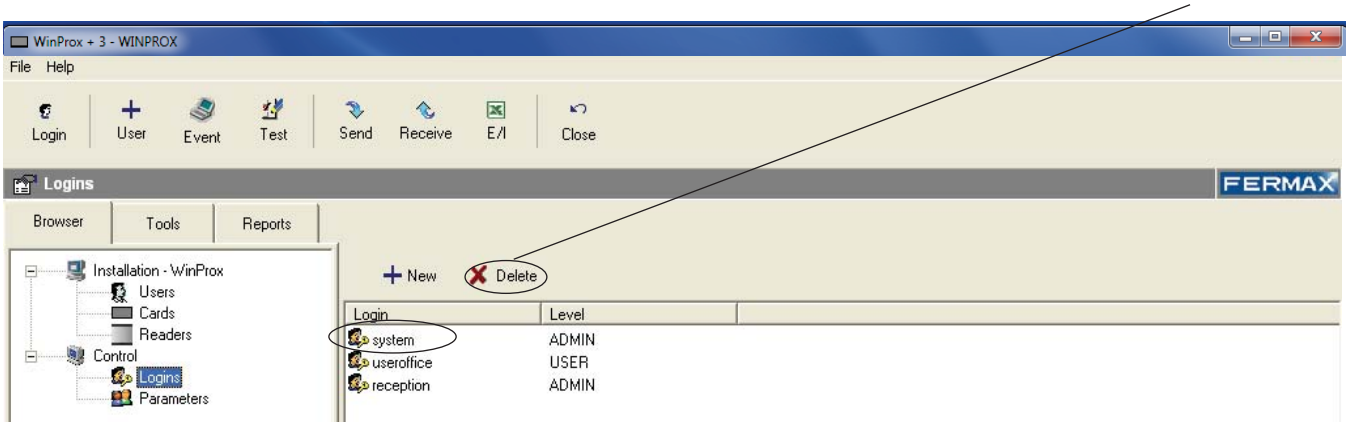
Click "OK" to confirm the creation of the new Login. The new login created appears on the main Login screen:



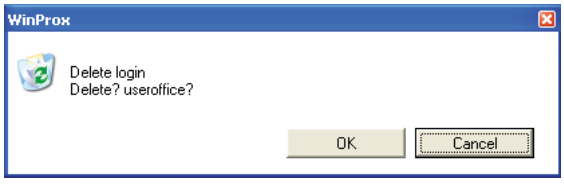
Delete Logins

Eliminar

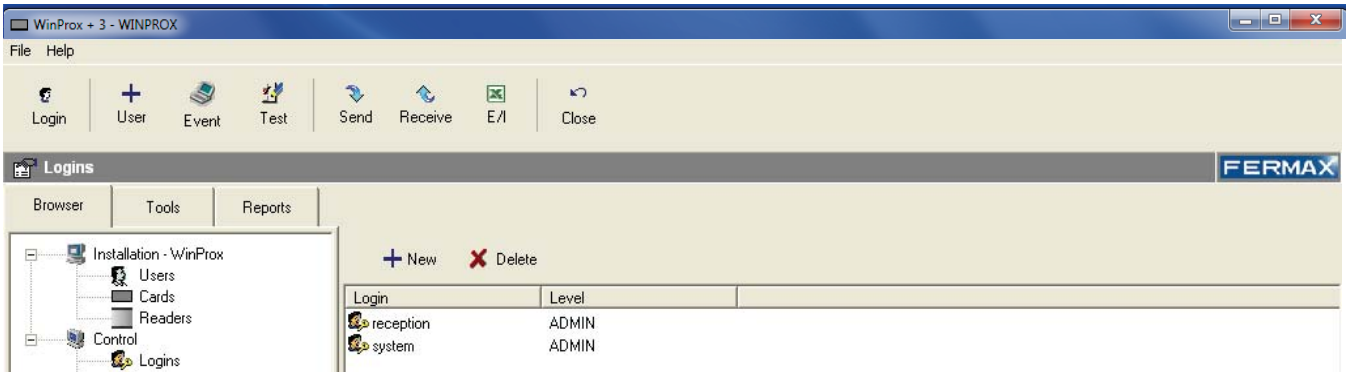
To **Delete** an existing Login, use the mouse to select the login to be removed and press the Eliminar button:



The Delete Logins screen appears:



Click "**OK**" to delete the selected login, or "**CANCEL**" to cancel the action.



Notes

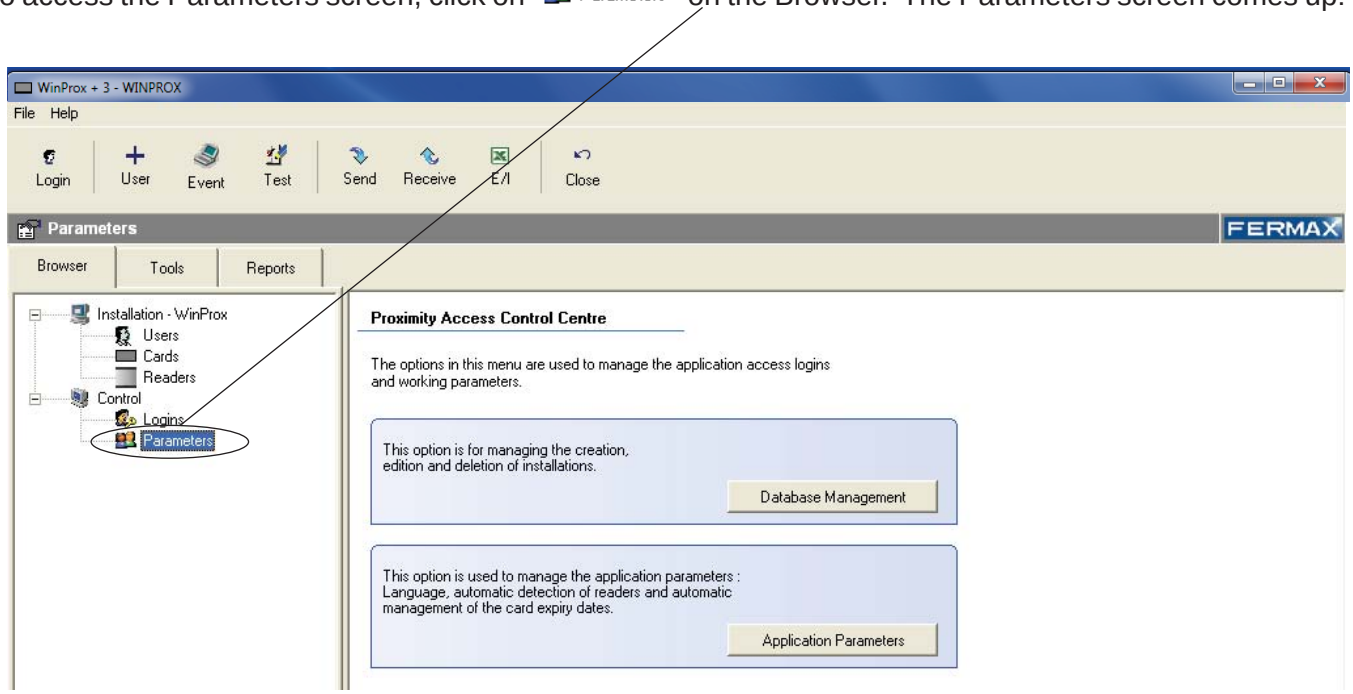
There must be at least one "Administrator" user in the application. When the login is deleted, if there is only one Administrator left, they cannot be removed.

PARAMETERS - INSTALLATIONS MANAGER

BROWSER

Lets you creat new installations and handle the existing ones.

To access the Parameters screen, click on "Parameters" on the Browser. The Parameters screen comes up:



- ***Database Management:***

  Use this option to handle the creation, edition and deletion of installations.

- ***Application Parameters:***

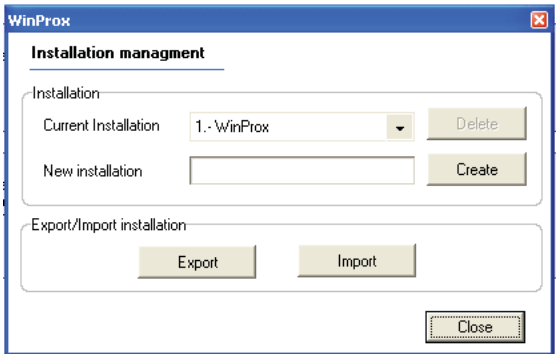
  This option is used to manage the application parameters: Language, automatic card code reading and card expiry date check activation.

To access each of the Parameters screen options, simply click on the corresponding button.

Database Management

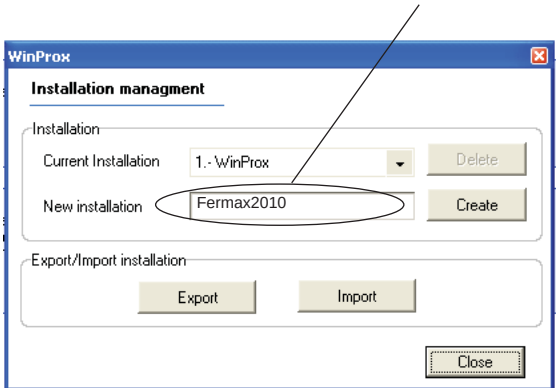
Database Management

This option is used to handle creation, edition and removal of installations.



Create an Installation

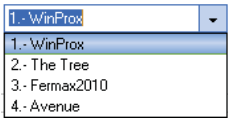
Write the name of the installation to be created in the "New Installation" box and click the Create button.



The name of the installation created appears in the "Current Installation" box and in the main screen toolbar.

Open/Delete an Installation

To **Open** an existing installation, select the one you want to open from the drop-down "Current Installation" menu.



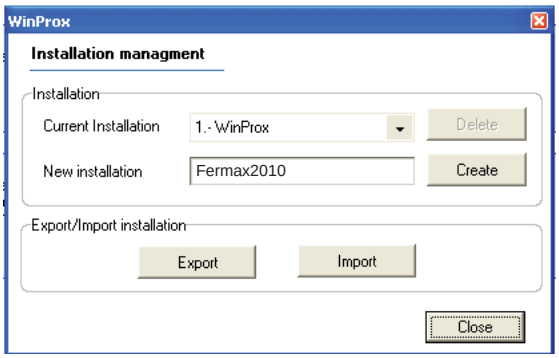
The name of the installation currently opened appears in the "Current Installation" box and the main screen toolbar.

To **Delete** an installation, select the installation to be removed from the "Current Installation" drop-down list, and click the Delete button.

Export/Import an Installation

Click the Export button to export the whole installation to a Winprox file (.wpd). The installation exported corresponds with the "Current Installation".

Click the Import button to import an installation (exported previously).



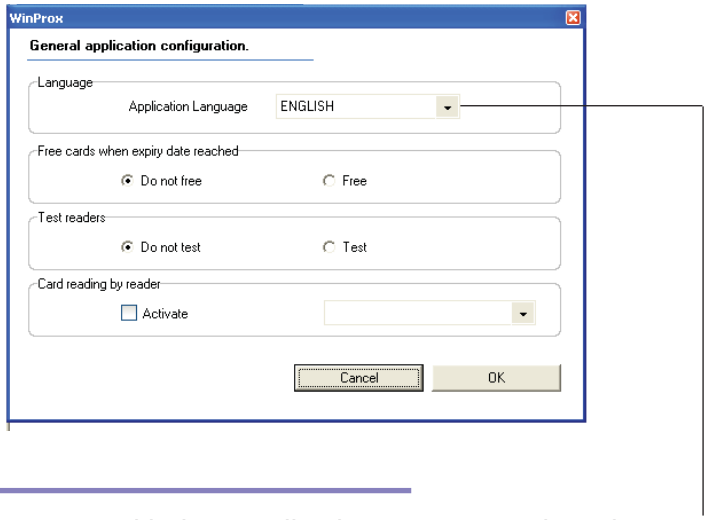
Notes

When importing/creating an installation, this action overwrites the current installation. It is recommended to make a copy of the current installation (export), before importing or creating a new one.

Application Parameters

Application Parameters

Use this option to manage the application parameters: Language, automatic card code reading and card expiry date check activation.



Language Setup

Select the application language with the "Application Language" drop-down menu.

Free Cards when the Expiry Date is Reached

If the "Free" option is activated, from time to time the application runs a check on cards with expiry dates. When the expiry date indicated for one of a user's cards is exceeded, the cards are freed, and their link with the initial user is cancelled.

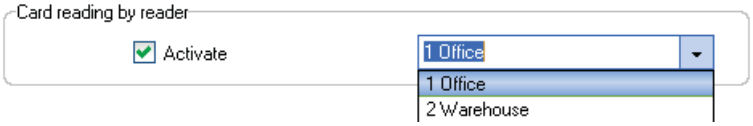
Test the Readers

If the "Test" option is activated, the application periodically runs a test (from time to time) of the readers, displaying their status on the readers screen.

Card Code Reader

This option lets you enable one of the readers in the installation (created previously) for reading card codes. In this way, when a new card or user is created, the card number is obtained automatically when the corresponding card is presented to the enabled reader, with no need to key in the number every time a new card/user is created.

For automatic card code reading, use the drop-down menu to select the reader to be used from those existing in the installation, and tick the "Enable" box.



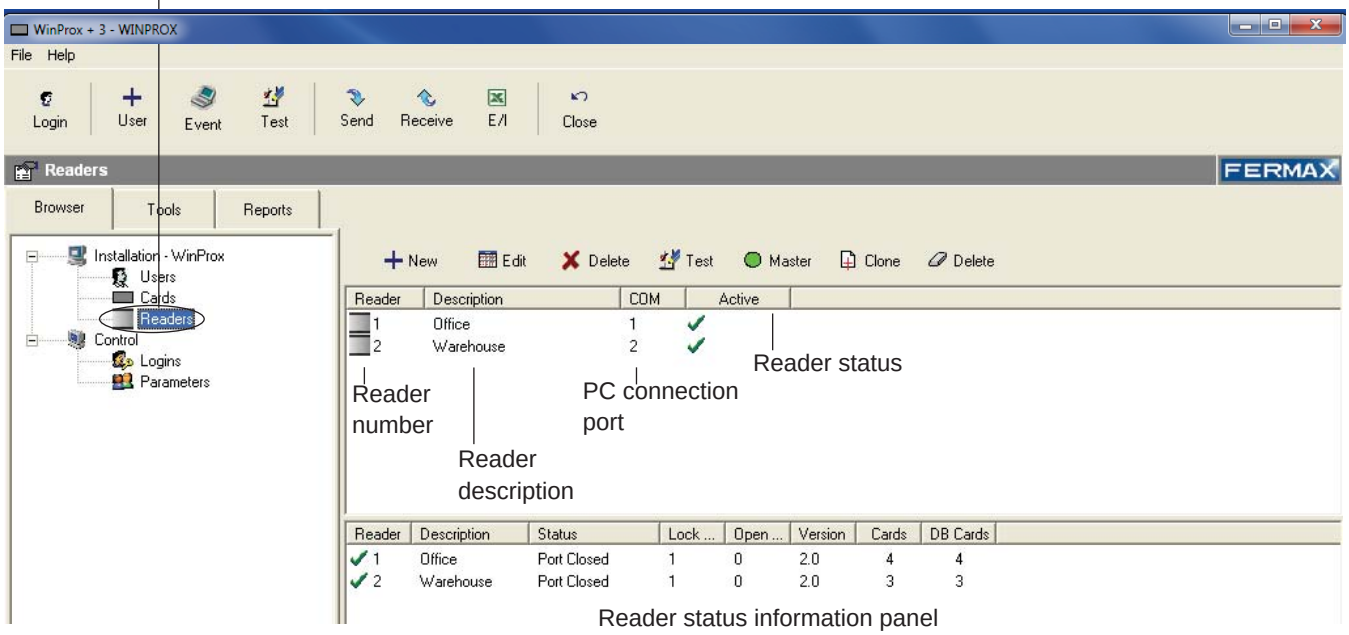
Important: Once the insertion of users/cards is completed, disable this option. Otherwise, the reader will not work correctly (the reader stays in code reading mode and will not recognise the system users).

READERS

BROWSER

Lets you manage the different proximity readers (controllers) present in the installation: add, delete, edit, clone...

Click on "Readers" on the Browser to access the Readers screen:



Reader status information panel

Reader Status Information Panel

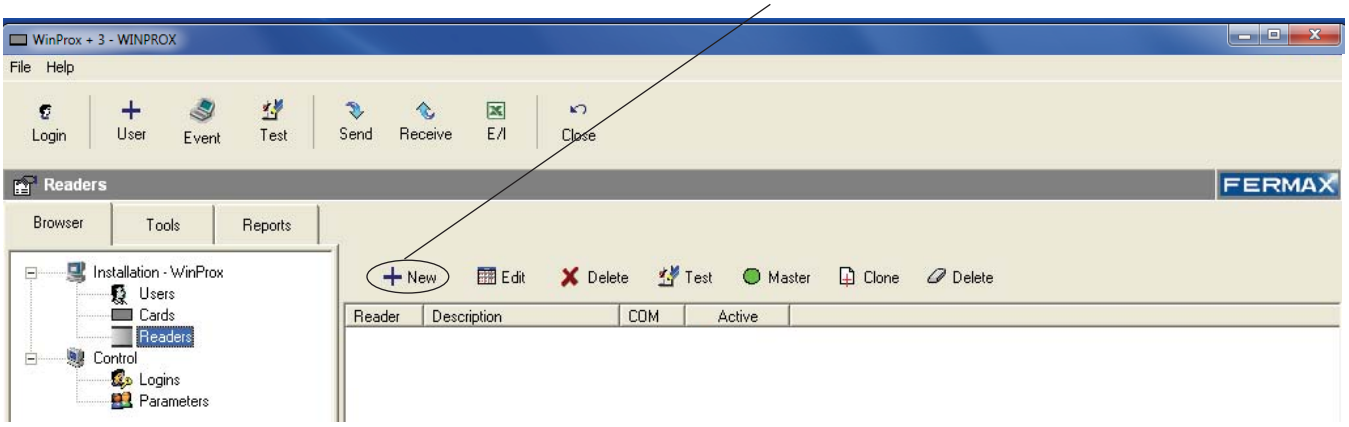
- ***Reader :*** Reader number.
- ***Description:*** Reader description.
- ***Status:*** Sensor status.
- ***Door open time:*** Lock activation time.
- ***Open door timing:*** Door open timing threshold.
- ***Version:*** Proximity reader version.
- ***Cards:*** Card/User Nº stored in the reader.
- ***Cards in DB:*** Nº of cards in the application for this reader.

Commands Description: Readers Screen

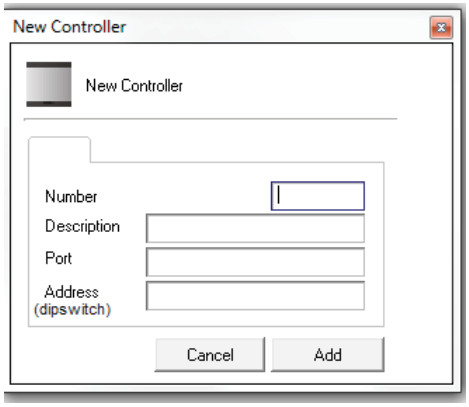
New	*Shows the new reader screen, where the new reader data are entered.*
Edit	*Lets you **Edit** (modify) the data on the reader selected from the list of readers.*
Test	*Lets you run a **Test** of the readers in the installation, informing on their status.*
Delete	*Deletes the readers selected in the readers list.*
Master	*Lets you change the **Master Card** of the readers in the installation.*
Clone	*Lets you **Clone (copy)** the data in the reader onto another reader in the installation.*
Delete	*Total **Deletion** of the memory of the selected reader/s.*

New Reader (Controller)

To **Create** a New Reader in the current installation, click the + New button:



The screen below comes up, where you enter the new reader data:

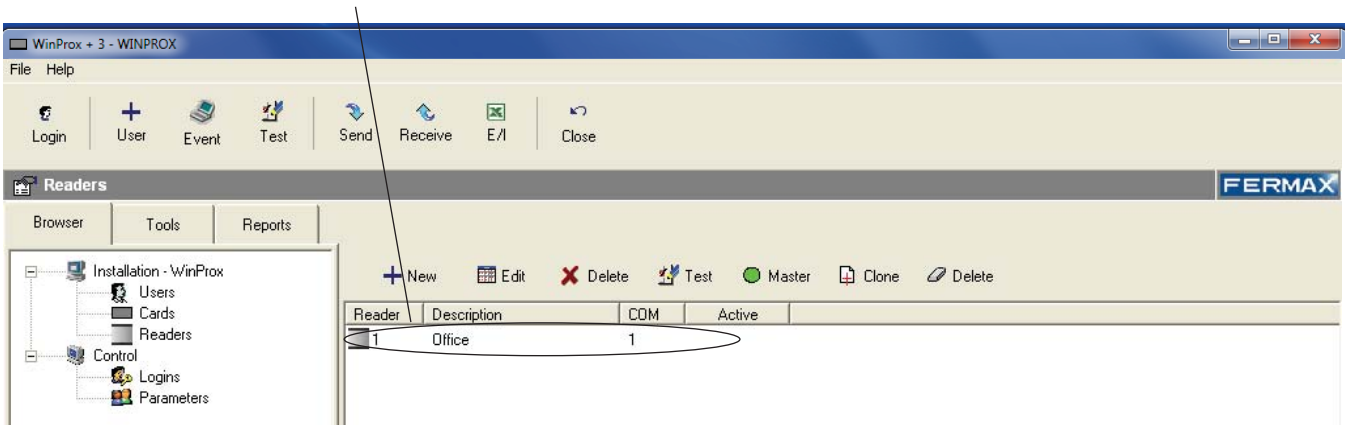


- ***Number :***
  ID number of reader in the applicationn.
- ***Description:***
  Reader description.
- ***Port:***
  PC to reader connection port. ***(*)***
- ***Address (dipswitch):***
  Address configured in the reader. From 00 to 31.

  For more details see chapter **ANNEX: Configuring and Connecting Readers** at the end of this manual**.**

Click Add to add the Reader to the application (press Cancel to finalise Reader insertion).

The new reader appears in the list on the Readers main screen:



Notes

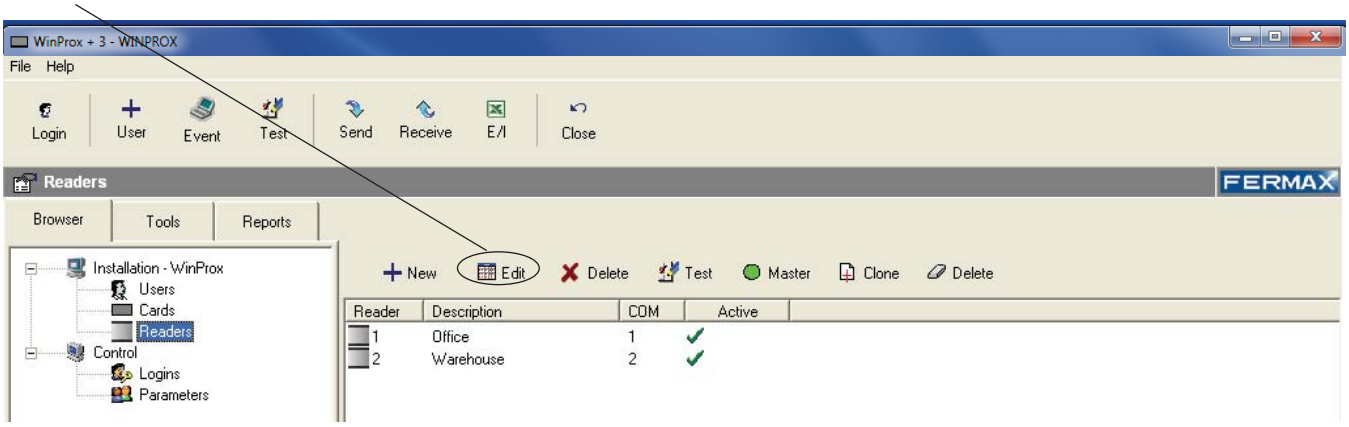
(*) The PC-reader connection can be made via the PC serial ports (COM1, COM2..), or by means of special reader connection devices to local networks (configured as virtual ports COMx...)

The "Port" data to be entered in the "New Reader" screen corresponds to the Port number(COM) where the reader is connected to.
If there is no "Port" (in the PC) assigned to a reader, errors may occur in sending and receiving the user lists and Reader tests.

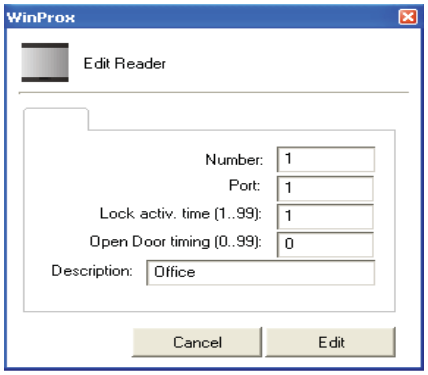
Edit Readers

Edit

To **Edit** an existing reader in the current installation, use the mouse to select the reader to be edited and click the Edit button.



The Edit Readers screen appears, letting you modify the following parameters and data.



- ***Door open time:***
  Door release/electric lock activation time (from 1 to 99 seconds).

- ***Open door timing:***
  Open door time (from 0: deactivated; to 99 sec.)
  When the time is up, if the door has not shut, the reader starts to emit an acoustic alert.

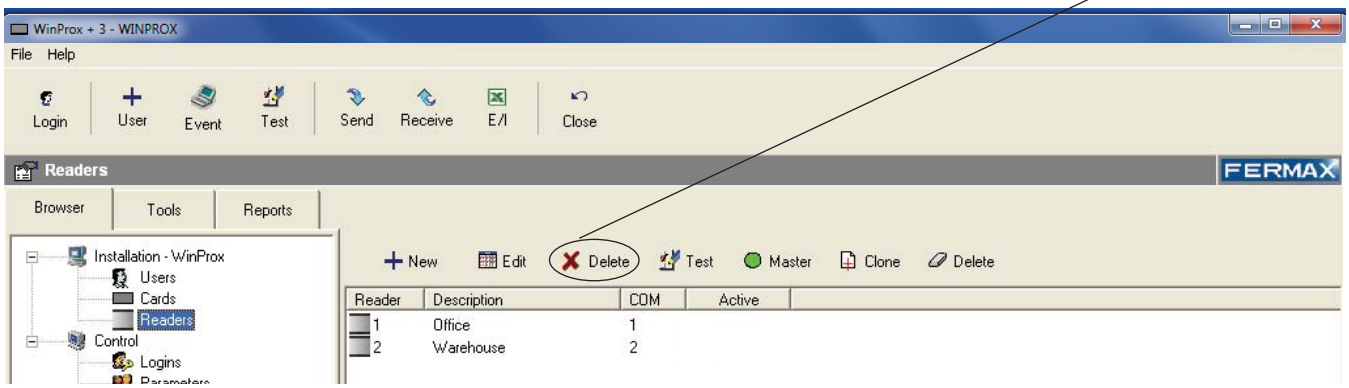
- ***Description:***
  Reader description.

Click Edit to accept the changes in the Reader (press Cancel to cancel the changes).

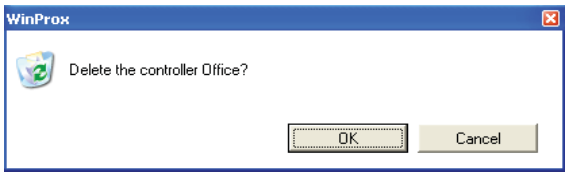
Delete Readers

Delete

To **Delete** a Reader, select the reader to be removed (left click on the reader) and click Delete.



The Delete Readers screen comes up:



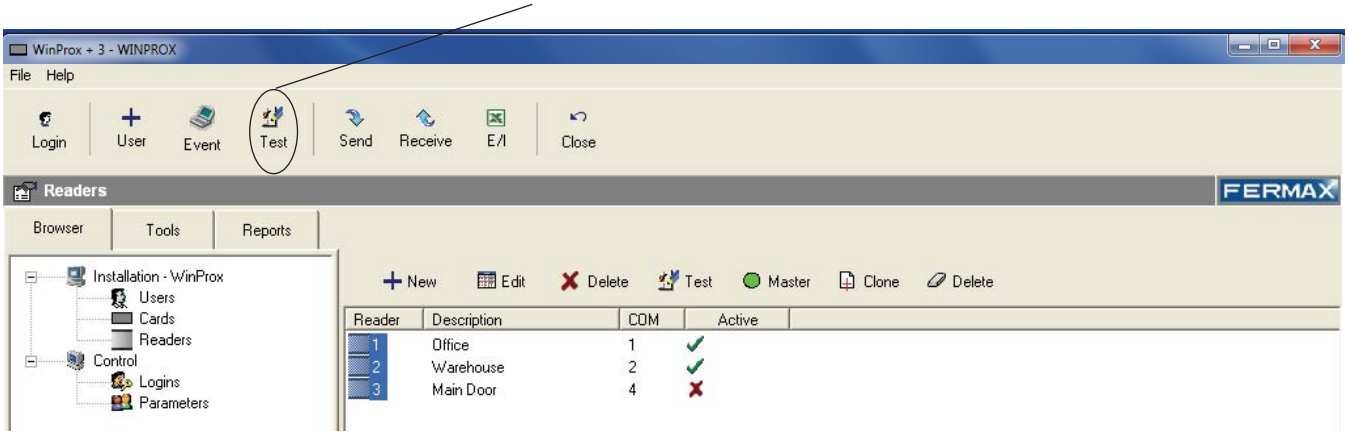
Click "**OK**" to delete the selected reader, or "**CANCEL**" to cancel the action.

Readers Status and Test

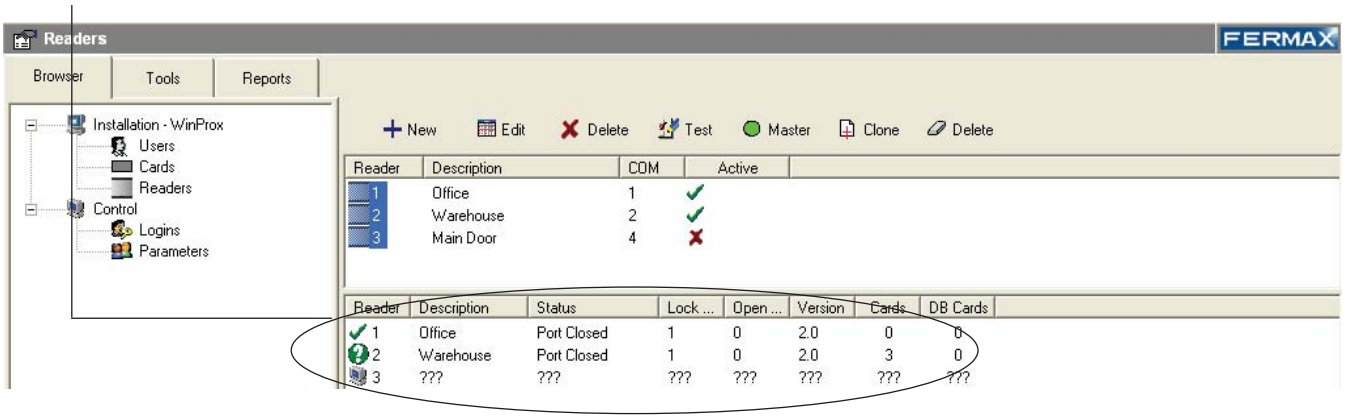
Test

This option lets you run a Test on the readers in the installation, to check up on their status (number of cards, reader availability, configuration...)

To run a **Test** of the readers, use the mouse to select the reader or readers to be tested (left click and drag the cursor over the list of readers) and click the Test button.



The status information on the readers tested is displayed on the lower panel of the Readers Screen:



The different icons in front of the reader, along with the other reader data (explained at the start of the Readers section), tell you the current status of each reader:

Reader status is correct.

Tells us that the number of cards present (stored) in the reader does not coincide with the number of users, with card/s assigned, in the application database.
This situation may arise for two reasons:

- New users/cards may have been introduced in the reader by means of the Master Card (in this case, get the list of users from the reader. See "Receive" section in the "Users" chapter).
- New users, with card/s assigned, may have been introduced in the application without updating the reader with the new changes (in this case, send the list of users from the application to the reader. See "Send" section in the "Users" chapter).

The reader may not have been detected by the application (check that the connection between the PC and the Reader is correct and that the reader is working properly. Run the test again).

Notes

If the test does not work correctly, perform a power RESET on the reader.

Master (Master Card)

Master

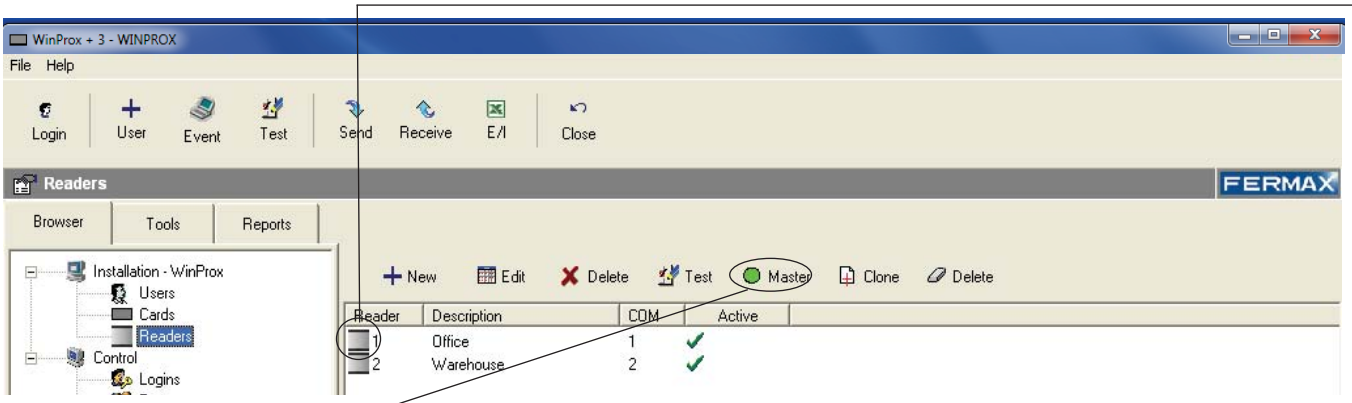
This option lets you change the Master Card of the readers in the installation.

With the Master Card, you can insert and delete users/cards, change timings... of a given reader, just as though you were doing it from the application (the changes made in the reader are not reflected in the application database).

To **change the Master Card** of a reader, select the one whose master card you wish to change (place the cursor over the reader and click the left mouse button):

Notes

If the card presented is the one that was ALREADY as a MASTER, the reader will be inoperative or may be blocked.



and press the Master button (the reader remains on standby for a few seconds after receiving the new master card).

Present the new Master Card to the reader:

This confirmation screen comes up:

Notes

When the Master button is pressed, the selected reader goes into standby for a few seconds (approx. 6 sec.) for the new Master Card to be presented to the reader.

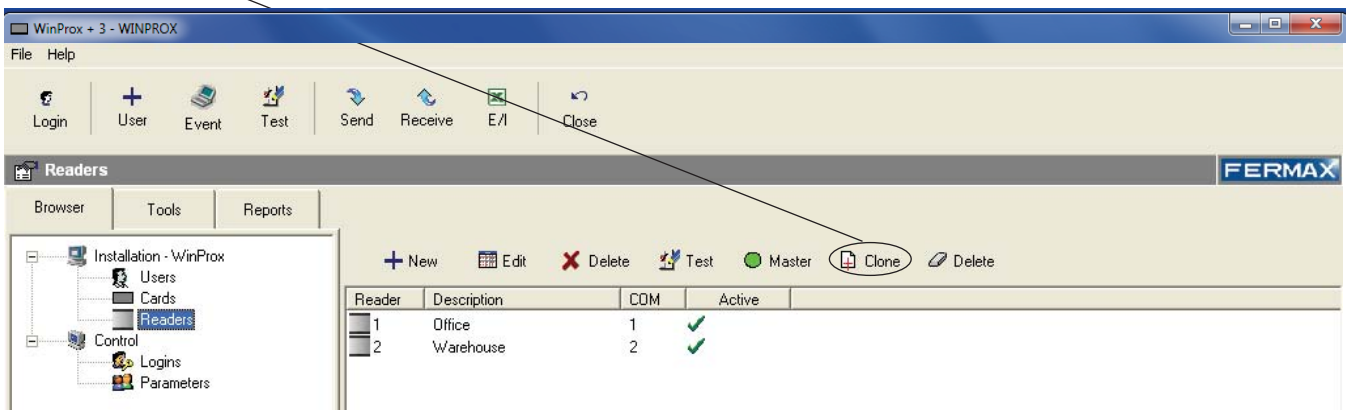
If no card has been presented when the time is up, the reader goes back into normal working mode and the screen informs you that the Master Card has not been changed.

Clone Readers

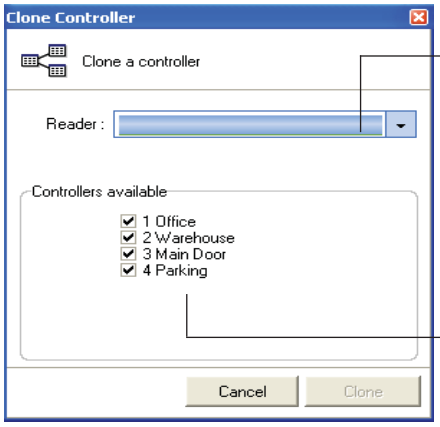
Clone

This option lets you **Clone,** i. e. copy, the data from one reader to another reader (already existing or new), allowing the users of the original reader to access to the new cloned reader.

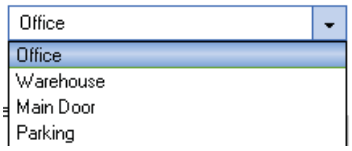
Click the Clone button to **Clone** a reader.



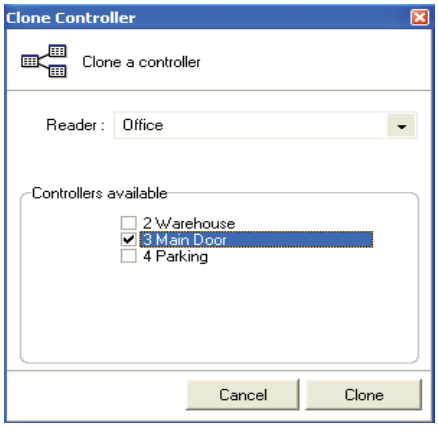
The Clone Readers screen comes up:



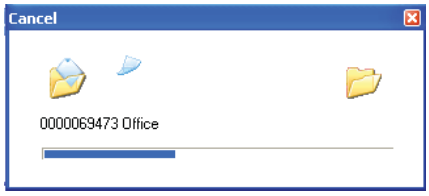
- ***Controller:***
Select the reader from the drop-down menu (from those in the installation) that contains the users/cards you wish to copy (clone) into the other reader.



- ***Controllers available:***
Shows a list of all the readers present in the installation.
Tick the box of the reader (or readers) where you are going to copy the existing users/cards from the reader selected in the drop-down list.



Click Clone to clone the users/cards into the selected readers:



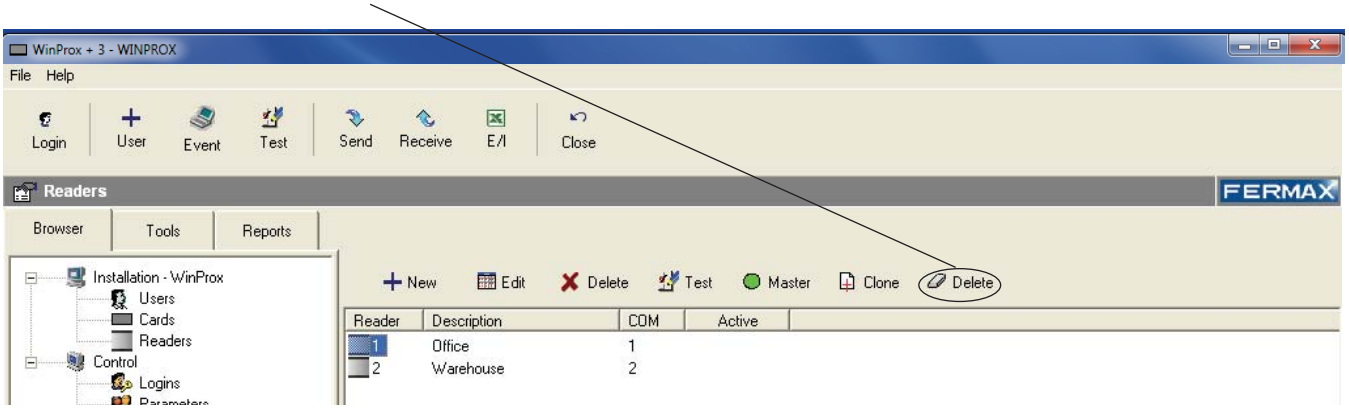
(press Cancel to cancel the action).

Delete (Remove the Cards from the Readers)

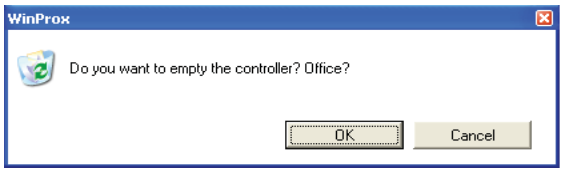
Delete

This option lets you "erase" all the users/cards stored in a reader (the reader is emptied).

To **Delete** (empty) a reader, use the mouse to select the reader to be emptied (place the cursor over the reader and left click) and click the Delete button.

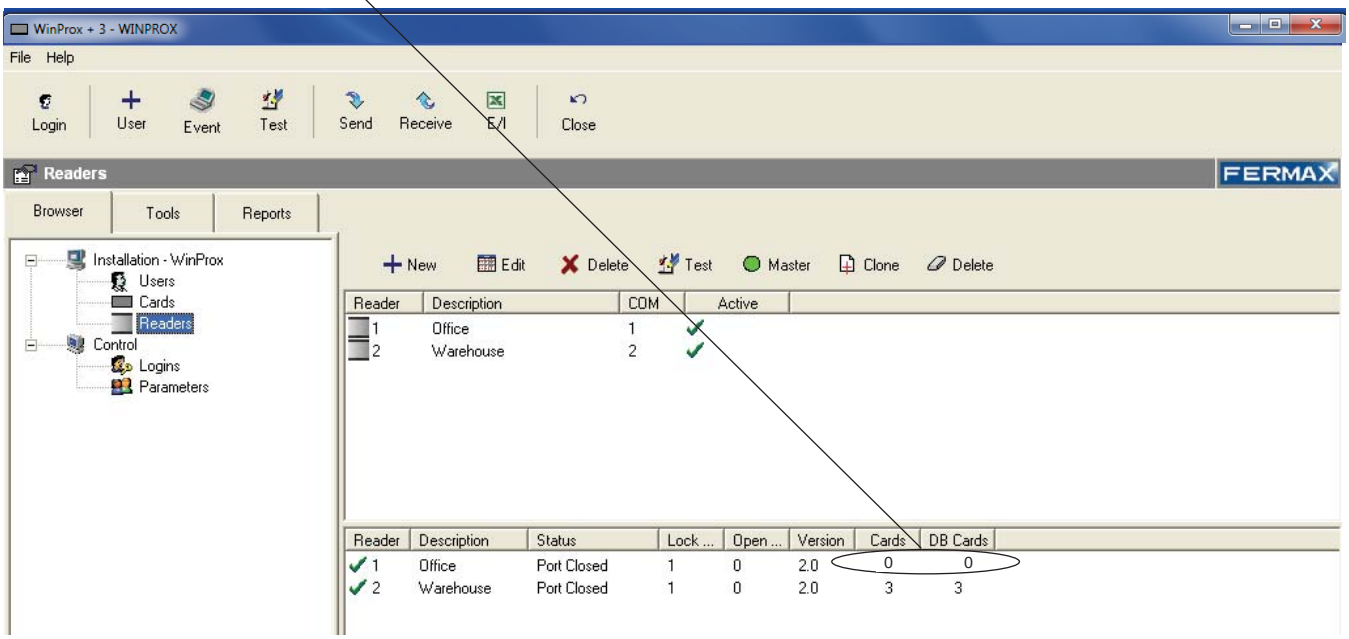


The Delete (empty) screen comes up, with the contents of the reader (controller):



Click "**OK**" to empty the reader, or "**CANCEL**" to cancel deletion.

On the readers status panel, on the Readers screen, you will see how the number of users/cards stored in the deleted reader goes back to "0".

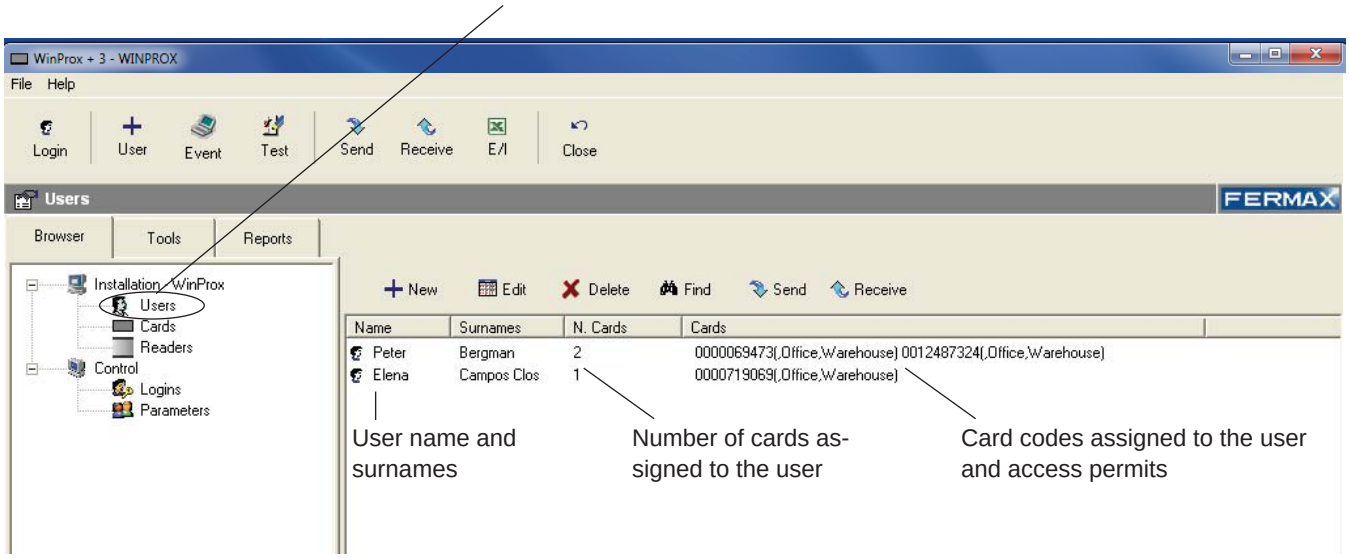


USERS

BROWSER

From this screen we manage the users of the installation (add, delete, edit users, assign cards and access permits...).

To access the Users screen, click on "Users " on the Browser. The Users screen comes up.



Commands Description: Users Screen

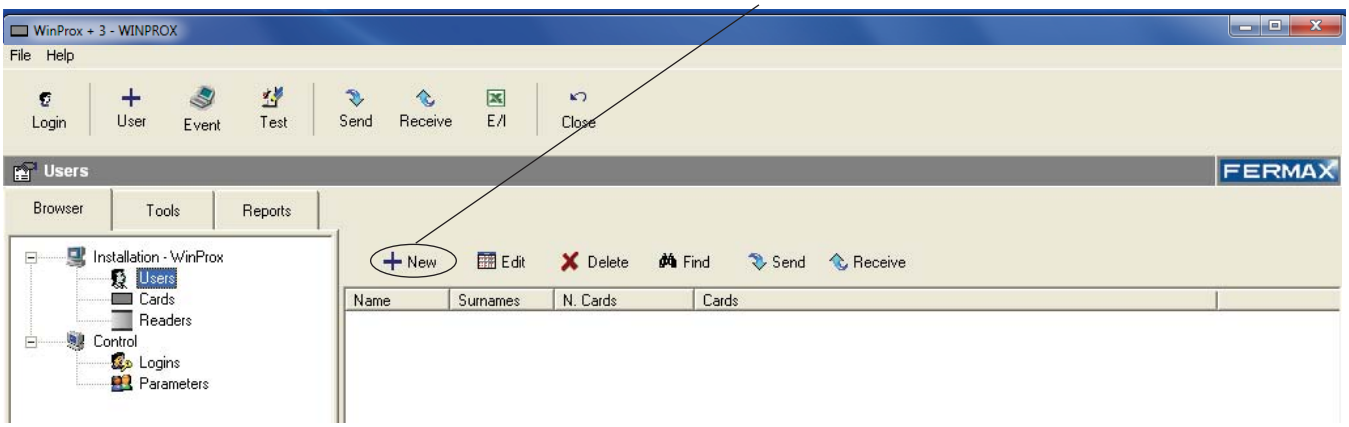
New	*Shows the New User screen, where the new user data are entered.*
Edit	*Shows a screen with the data of the user selected in the list for editing.*
Delete	*Deletes the selected users from the Users Screen.*
Find	*Lets you search for users in the application.*
Send	*Sends the information from the database to the readers in the installation.*
Receive	*Receives the data from the cards stored in the readers present in the installation. (*)*

Notes

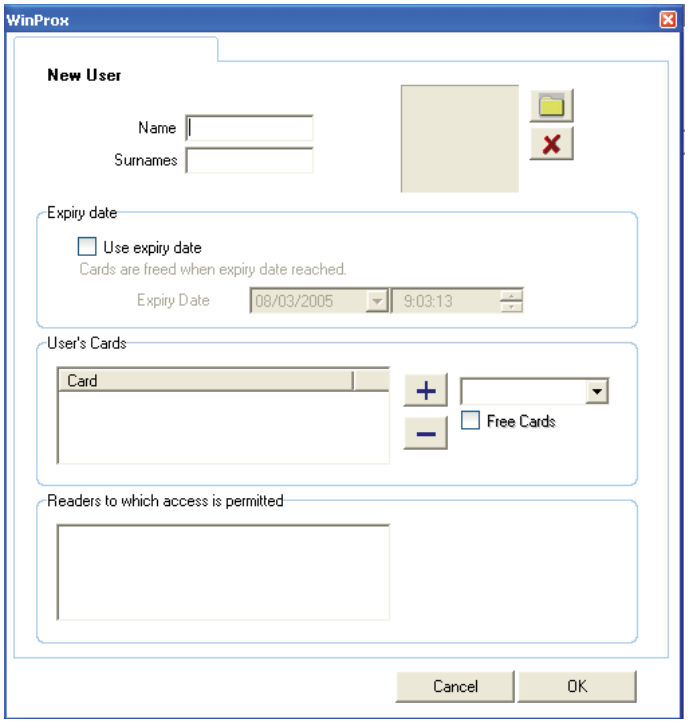
(*) To receive the users/cards lists, the stand-alone proximity readers must be version 2.0 onwards.

New User

To **Create** a New User in the current installation, click the button:



This screen comes up where the new user data are entered:



- ***Name and surnames:***
  User name and surnames.
  Click to insert a photograph of the user (see `"Insert Image" section).

- ***Expiry date:***
  Lets you set an expiry date for the cards assigned to the user.

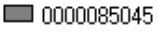
  It only works when readers are connected to the PC and the application is running.

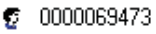
  When the set date is reached, the cards are freed up and available to be assigned to other users.

  The "Free" option on the Parameters screen must be activated to enable the action to free up cards when the expiry date is reached. (For further information, see the "Parameters" section in this Manual).

- ***User cards:***
  A user may have one or more access cards assigned.

  You can assign:

  - Free cards:  0000085045
    Tick the " " box to see the free cards in the drop-down menu.

  - Cards assigned to other users:  0000069473
    If the card we assign to the new user is already allocated, all the references to the previous user of that card are deleted (both in the application database and the readers) and it will be entered again, associated with the new user (in the corresponding database and readers).

  - Create new cards.

  It is also possible to create a user with no need to assign him any cards initially. You can assign him the desired cards by editing the user at a later date.

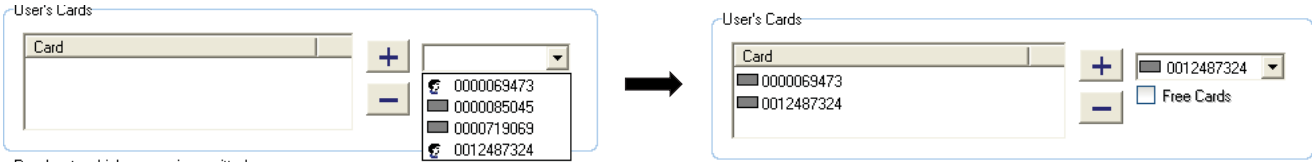
- Readers to which access is permitted:

Tick the readers the new user is to be allowed access to.

The readers must be created before the access permits can be allocated. If there are no readers, or if a new one is created subsequently, the user must be edited (see "Edit" section) and the new reader created and indicated.

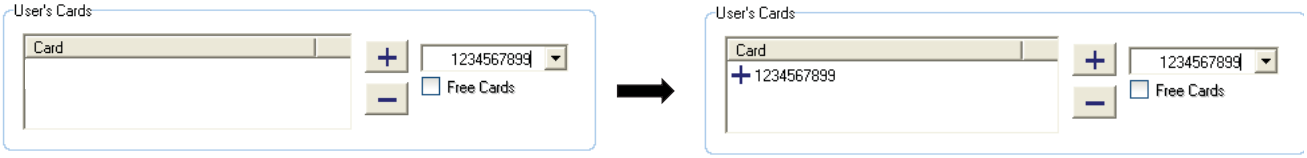
Assign free card and assigned cards (allocated)

To assign a card created previously (see "Cards" section), select the code of the card to be assigned from the drop-down list and click on the + button.



Assign new cards

To create and assign a new card from the user screen, simply enter the card code in the box in the drop-down menu and click the + button.



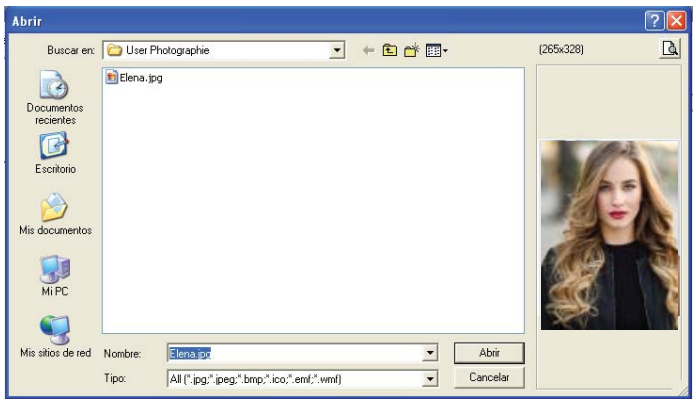
(The new card created appears, along with the rest of the cards, on the "Cards" screen).

Delete cards of a user

To delete a card assigned to a user, select the corresponding card in the "Cards" window and click the − button. The selected card disappears from the user cards list and is now free.

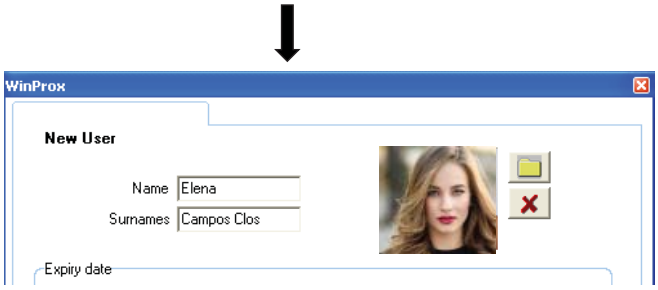
Insert image

To insert a picture (.jpeg) in the user file, click the button. The browser panel comes up with the images available.

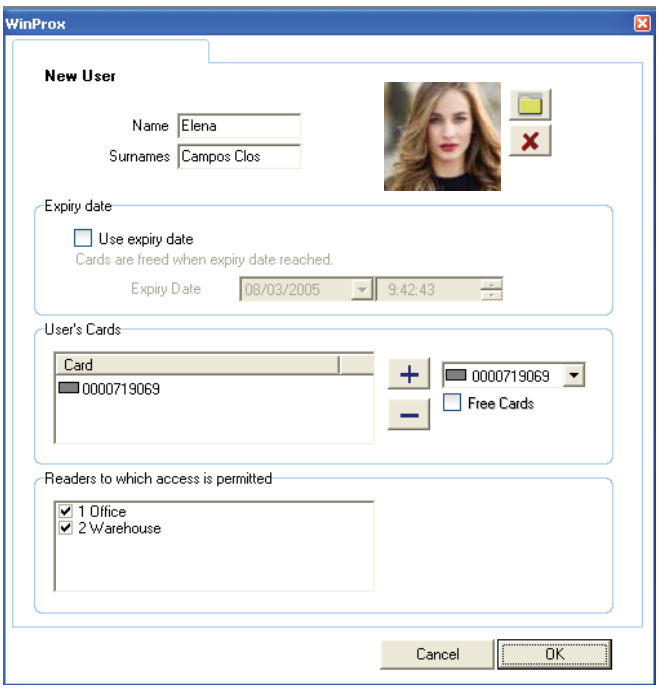


Select the desired image and click Open.

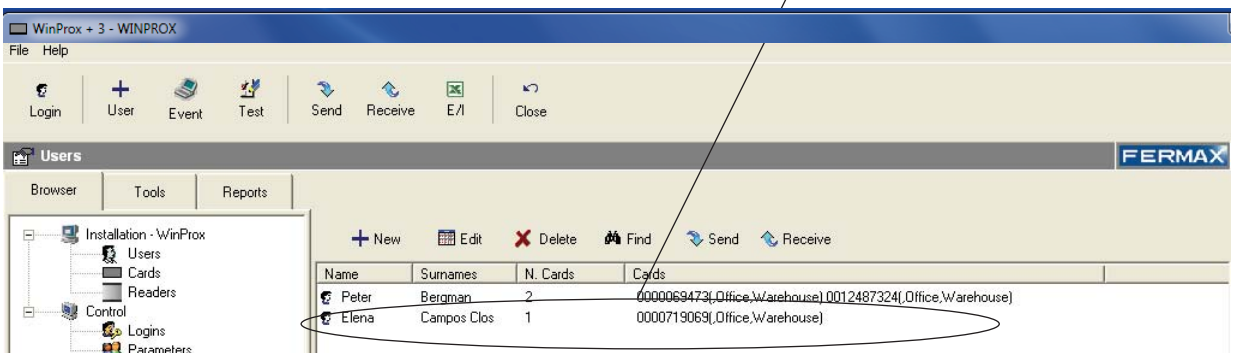
The user pictures can be stored in this directory:
C:\....\Fermax\WinProx\Pictures



New User Screen



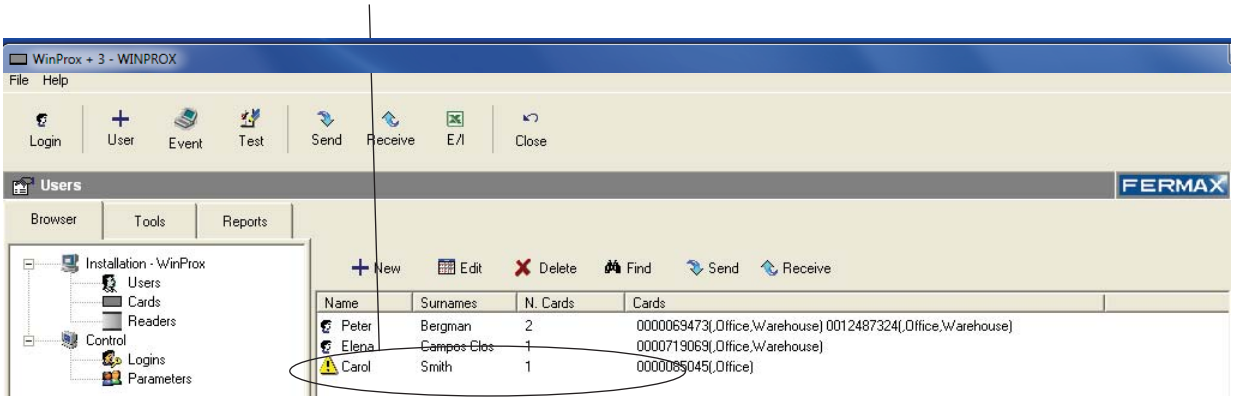
To finalise creation of a new user, click the OK button. The user created appears in the users list on the main Users Screen:



IMPORTANT

Inserting the users in the installation readers is done automatically when you click the OK button, if the user has a card assigned and the readers have been selected and installed. Otherwise, the user is stored in the application database.

If any of the readers is not available when a new user is inserted (with a card and access to a reader), the user is indicated by an exclamation mark (⚠) on the list of users on the main Users Screen.



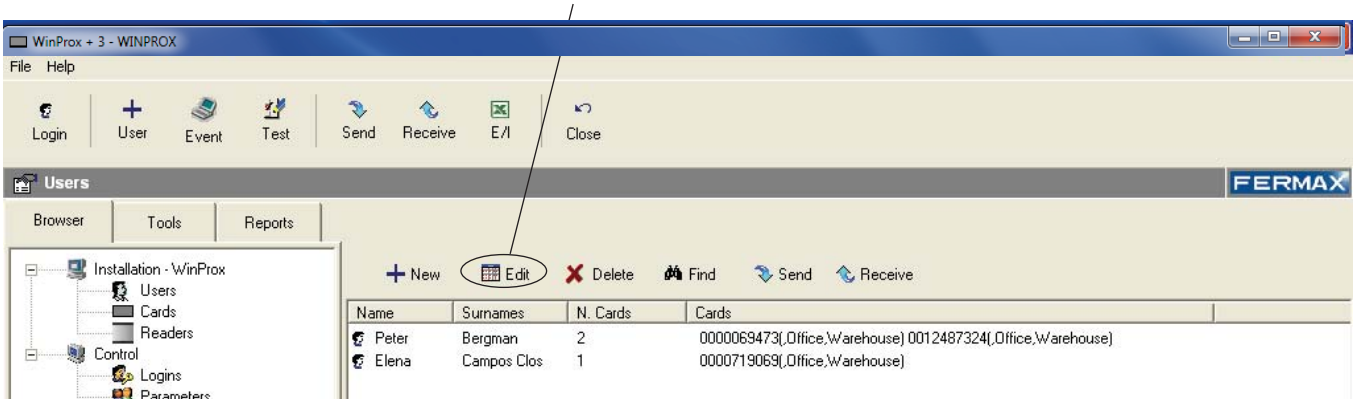
To insert the user in the corresponding readers, edit the user (see "Edit User" section) and click the OK button on the Edit Users screen.

If it has not been possible to insert the user, check the status of the readers (see "Readers-Test" section).

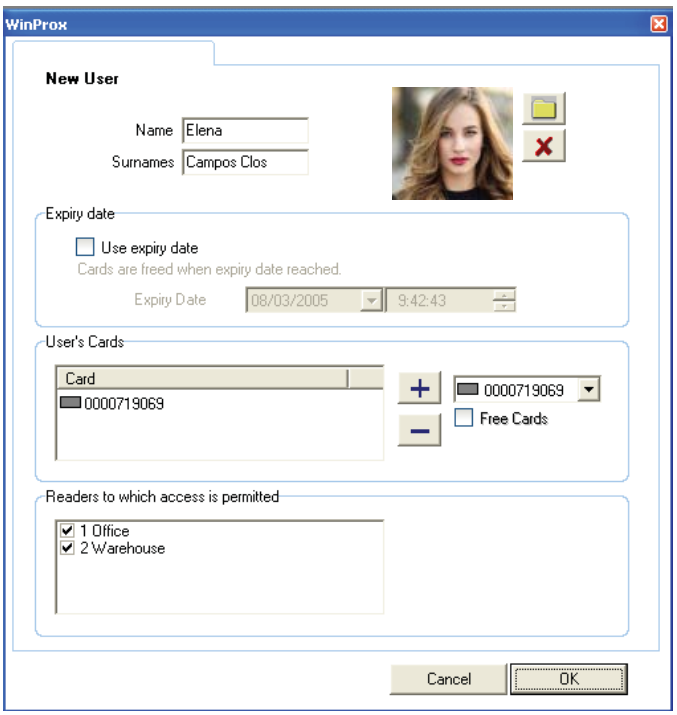
Edit Users

Edit

To Edit an existing user in the current installation, use the mouse to select the user to be edited from the users list on the main Users Screen, and click on the Edit button.



The Edit User screen comes up:

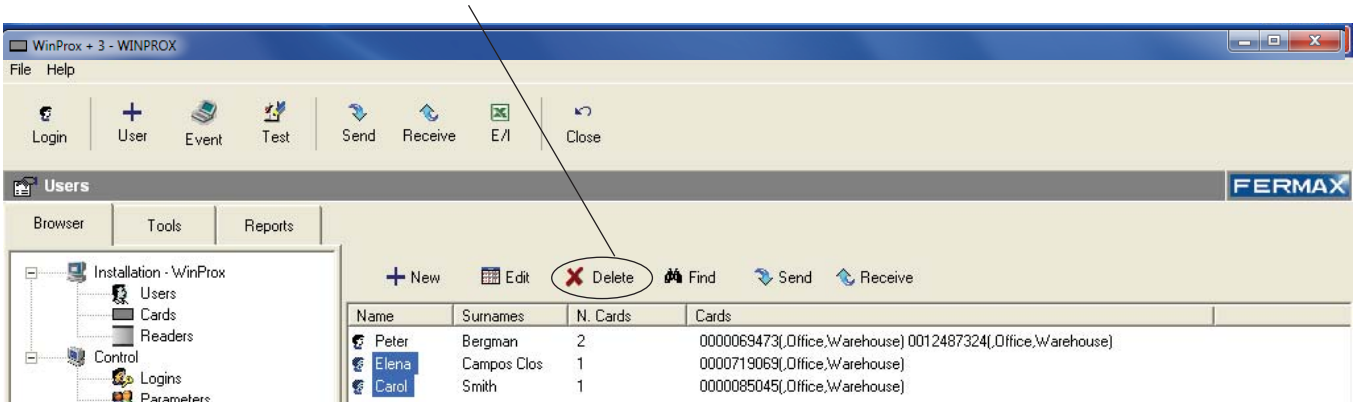


Modify the desired user data and click OK.

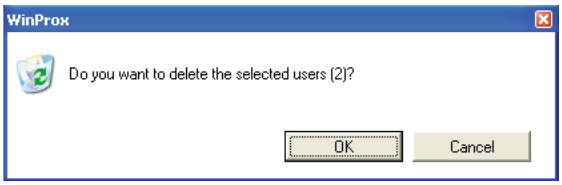
Delete Users

Delete

To Delete one or several users, use the mouse to select the user or users to be deleted (left click and drag from the exisiting users list) and click Delete.



A screen comes up to confirm the delete users action:

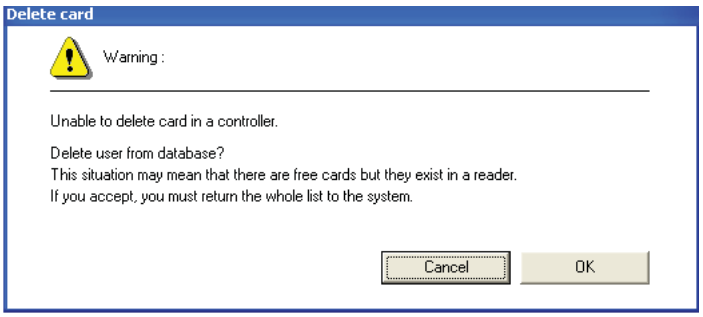


Click "**OK**" if you wish to delete the selected users, or "**Cancel**" to cancel the action.

Notes

The cards assigned to the users are not deleted, simply freed.

If, when one or several users (with card and access to a reader) are deleted, one of the readers (or all of them) is not available, an alert message is shown, telling us that the user cannot be deleted from one of the readers:

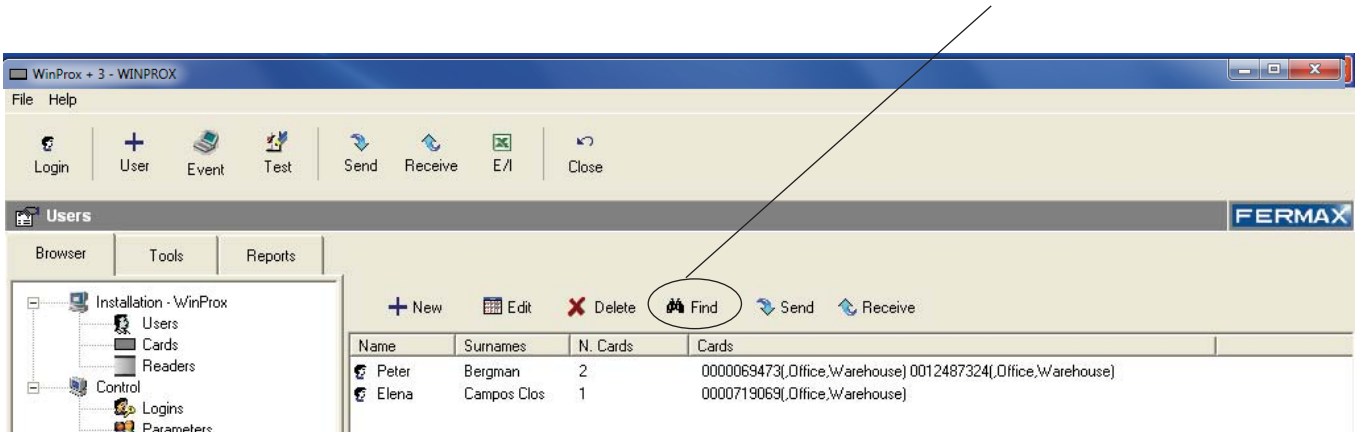


If you click "Cancel", the user will only be deleted from the readers available at that time, but the user will be maintained in the database.
If you click "OK", the user is deleted from the application database and from the readers available at that time in the installation, but not from the readers **NOT** available in the installation. The user list will subsequently have to be sent from the application to the readers in the installation (see "Send List" section in this Manual).

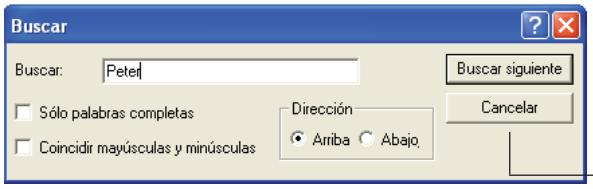
Find Users

Find

To search for a given user in the users list in the current installation, click the Find button:



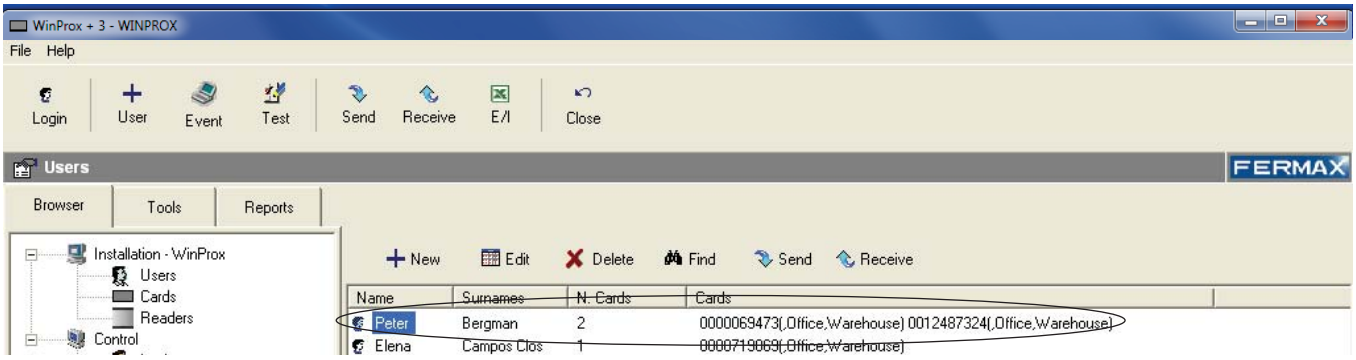
The Search screen comes up:



Enter the string you wish to search for:
User name, card number, access readers...

Click "Find next".

On the list of users shown on the screen, those users that contain the string searched for in any of their fields appear *highlighted in blue.*

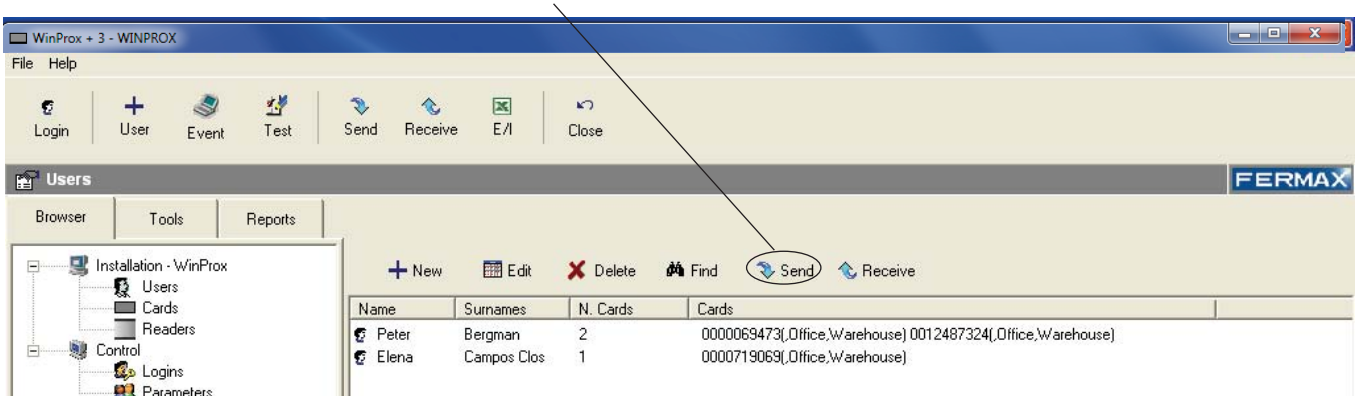


Send User Lists

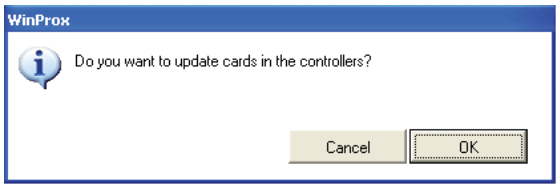
Send

Lets you Send the list of users from the database to the readers in the installation (you can create complete lists of users without being connected to the installation, then send them later, or send the complete lists in those cases where user insertion errors have occurred in the readers...).

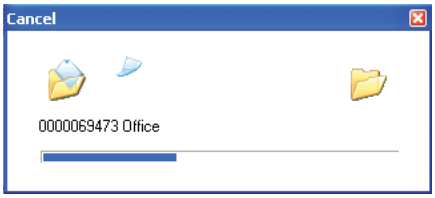
To **Send** a list of users/cards/, click the Send button.



This screen comes up:



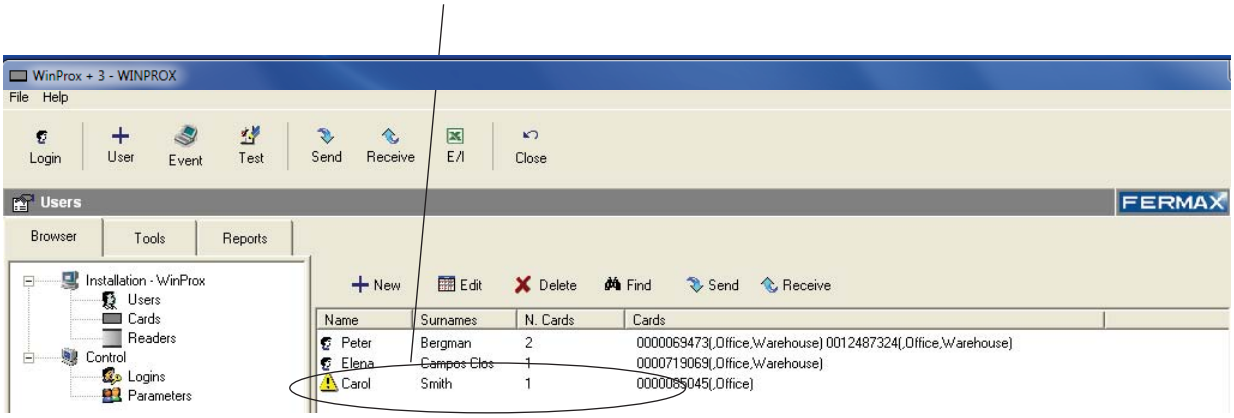
Click "**OK**" to confirm the list to be sent to the readers.



IMPORTANT

Before sending the user data to the readers, the memory is completely erased from all the readers.

When a user list is sent (with a card and access to a reader), if one of the readers (or all) is not available, the user will be indicated by an exclamation mark (⚠) in the list of users on the main Users Screen.



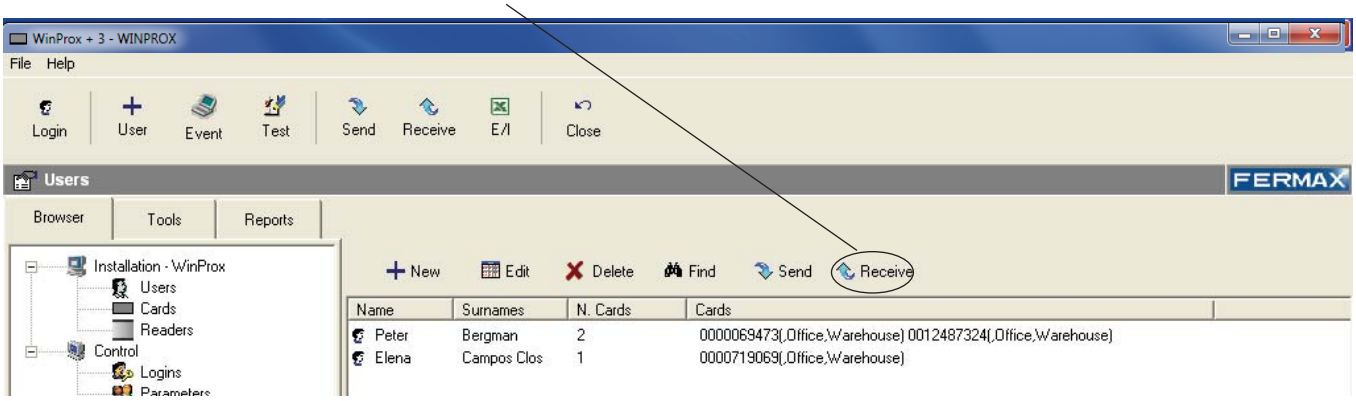
To insert the user in the corresponding readers, Send the list again or Edit the user (see "Edit User" section) and click the OK button on the Edit User screen.
If the user has not been inserted, check the status of the readers (see "Readers-Test" section).

Receive User Lists

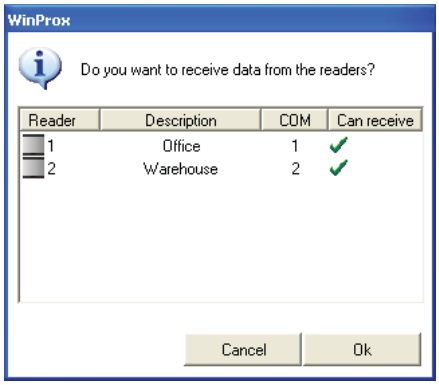
Receive

Reception of the user lists from the different readers in the installation lets you obtain the users present in the installation and update the application lists, in case any new users have been added to one or several readers by means of the ***Master Card***.

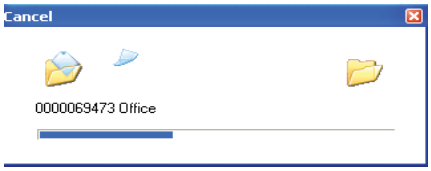
To **Receive** a list of users, click the Receive button.



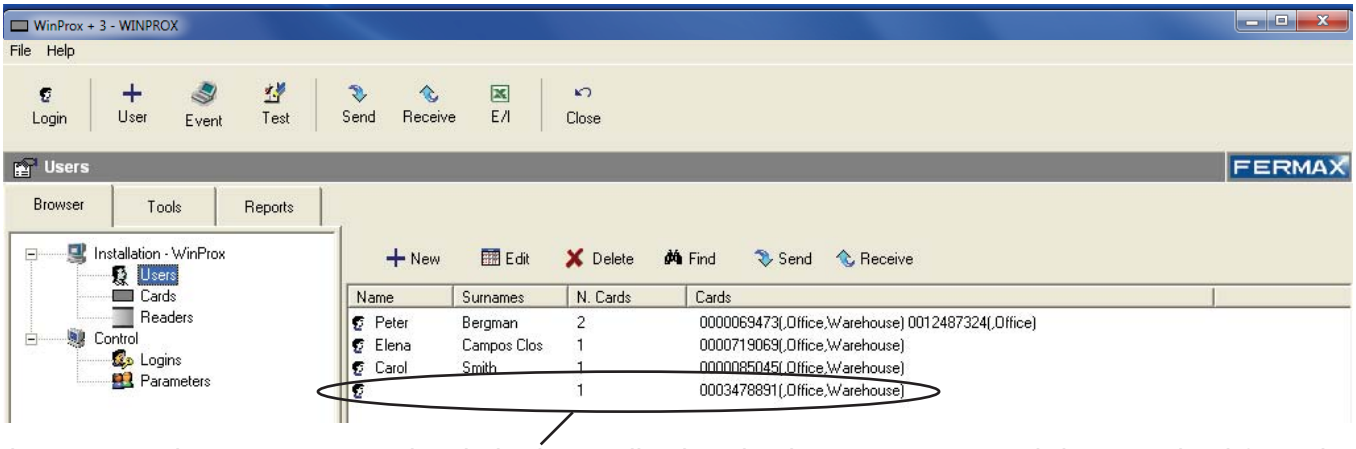
When you click, the screen below comes up, showing the list of readers available in the installation (in this case 2), indicating whether it is possible to receive the lists from each of them:



Click "**OK**" to get the list:



The list of users received appears on the main Users Screen.



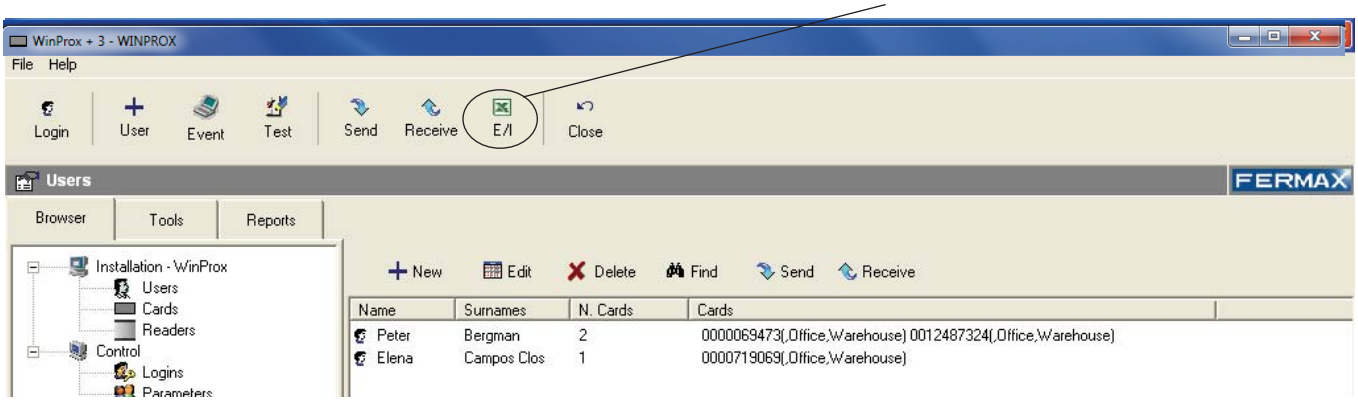
Those users that were not previously in the application database now appear (when received from the reader where the Master Card was inserted) with the data "Name and Surnames" blank (you can edit the new user and fill in the user data).

Notes

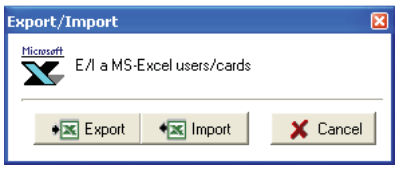
(*) To receive the lists of users/cards, the stand-alone proximity readers must be version 2.0 onwards.

EXPORT - IMPORT Users

To Export or Import a list of users/cards to an Excel file, just click the button.

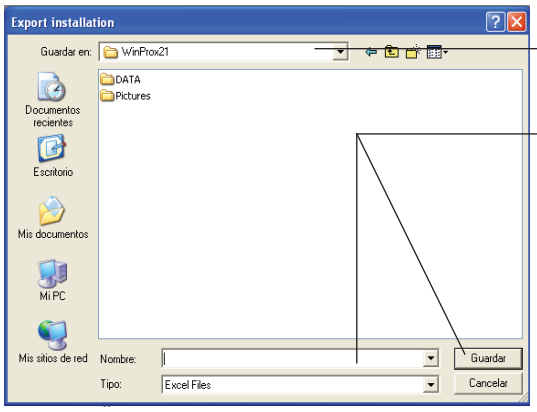


The Export/Import Users/Cards screen appears:



Export

To Export the list of users/cards from the current installation, click the button; the following screen comes up:



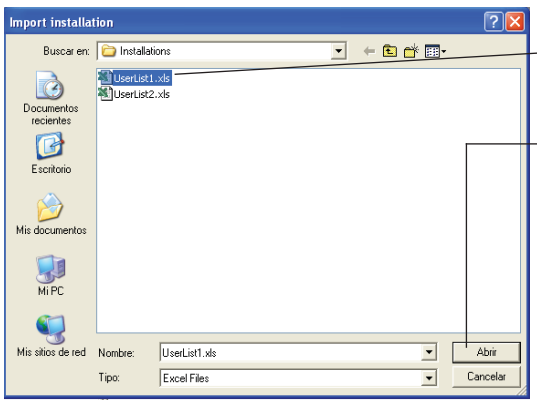
Select the directory where you wish to save the Excel file that contains the list of users/cards.

Enter the file name and click on "**Save**".

The users list is stored in the PC in an editable Excel file.

Import

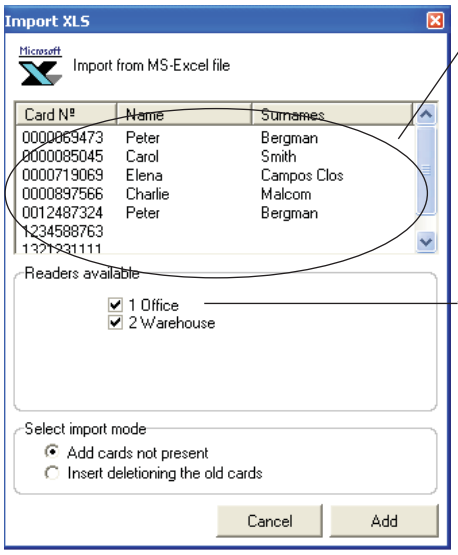
To Import an existing list of users/cards (created in Excel or exported from another installation) to the current installation, click on the button; the following screen comes up:



Select the (Excel) file that contains the list of users to be imported.

Click the "**Open**" button.

This screen comes up:



This screen shows the list of users/cards that will be imported to the current application.

The list is only imported to the application. Then, it will be necessary to send the list with the new users to the different readers making up the installtion.

Select which controllers (readers) access is to be permitted to the different users on the list (selection of permits is general for all the users imported).

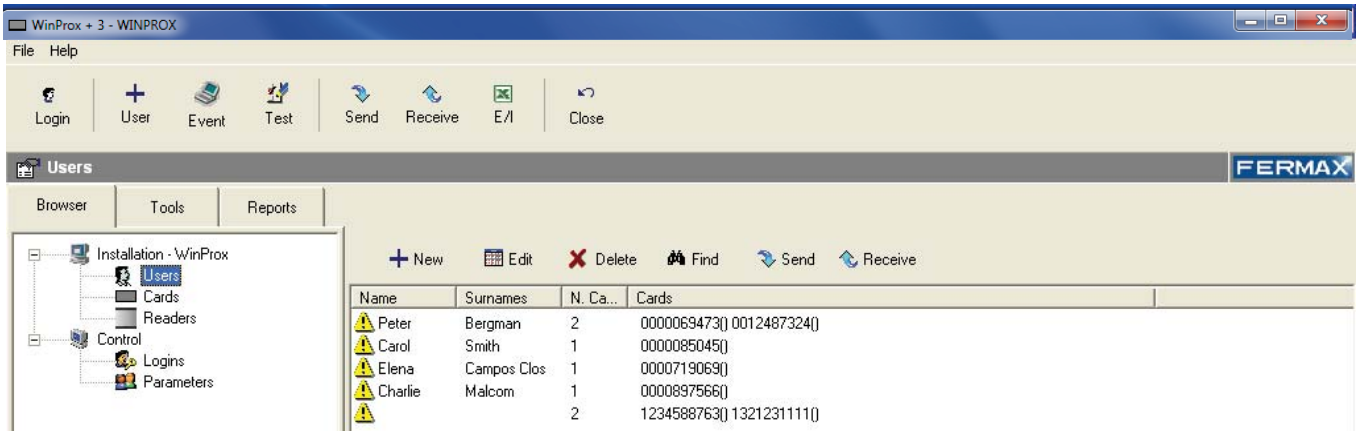
Tick the corresponding box of each reader with access permitted.

Select the importation mode, activating the desired option:

- *"Add cards not existing"*: only inserts those users/cards (card codes) not already present in the current installation.

- *"Insert deleting old cards"*: inserts all the users imported, deleting the users previously existing in the instalation.

Click Add to insert users in the current installation.
The Users/Cards screen shows the new users/cards imported, identified by the ⚠ icon:



The ⚠ icon indicates that the users/cards are in an undesirable situation.
In this case, it indicates that the users/cards are present in the application but not in the readers.

The users list must be sent from the application to the readers in the installation every time new users are imported. To do this, click the Send button. (See "Send" section).

You can also send each user one at each time, by editing each user and clicking "OK".
On the "Cards" screen, double click with the mouse on each card, and a screen comes up with the status information, indicating the current user/card situation and the desired or correct one.

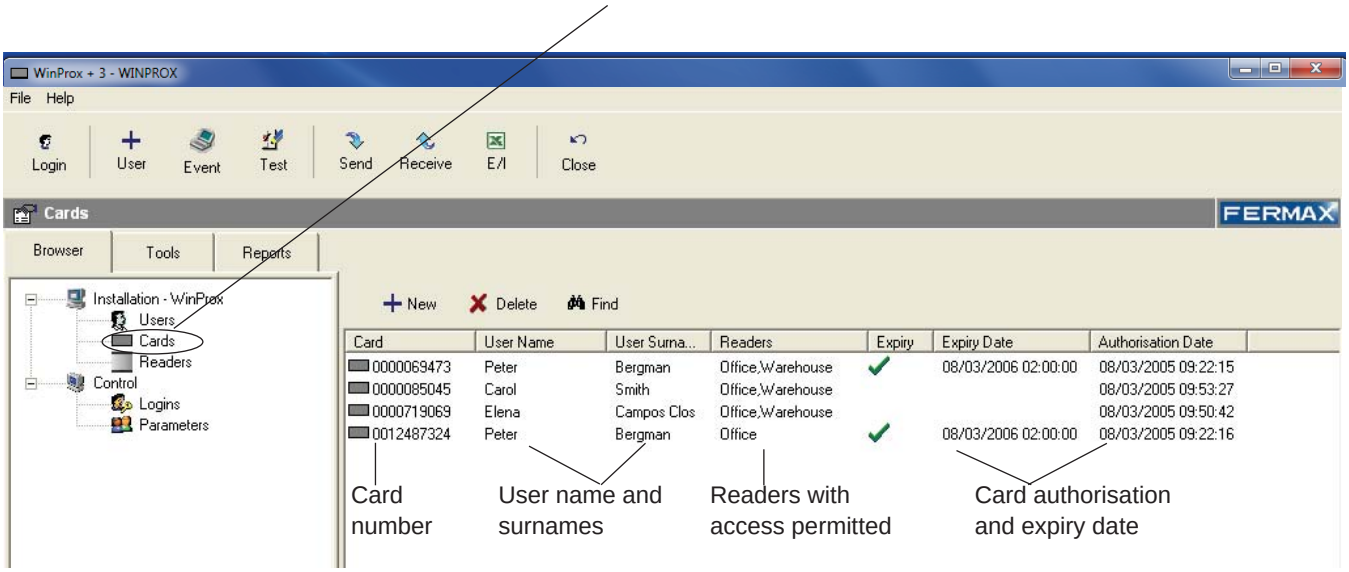
Once the new users list has been sent to the readers in the installation, if no faults have occurred in sending, the list of users/cards is stored in each reader and the icon of each user/card changes status .

CARDS

BROWSER

The cards in the installation are managed from this screen (add, delete and search for cards).

To access the Cards Screen, click on " Cards " in the Browser. The Cards Screen comes up:

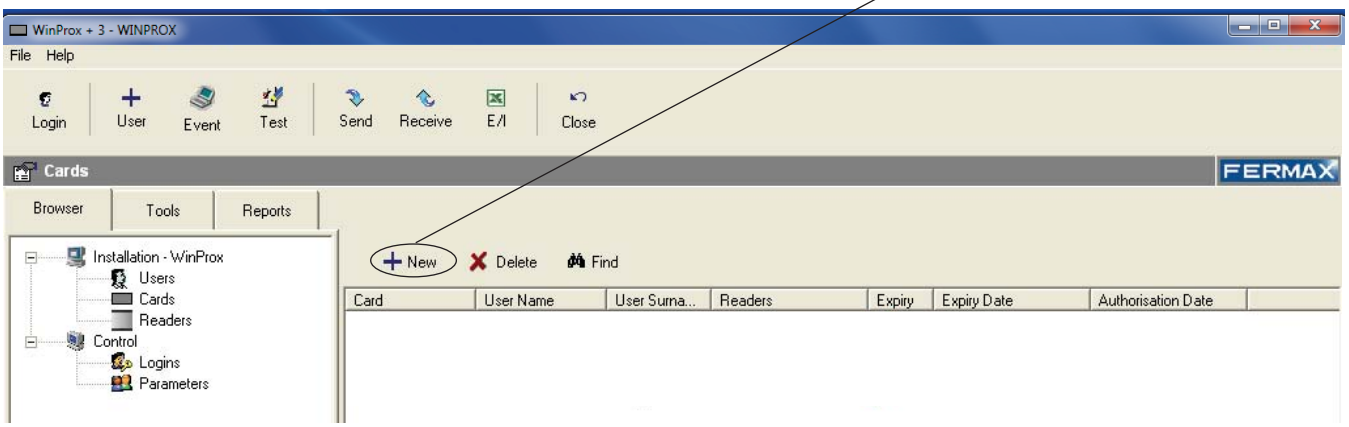


Commands Description: Cards Screen

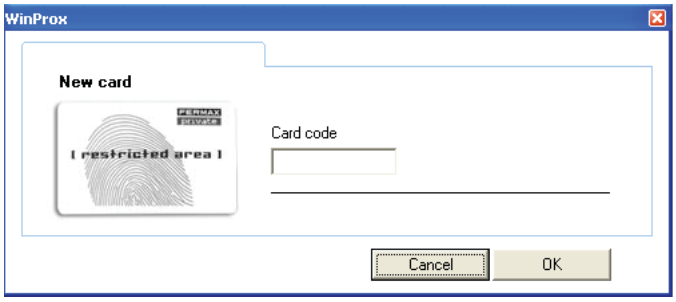
+ New	*Shows the new card screen, where we indicate the number of the card to be created.*
✘ Delete	*Deletes the cards selected in the Cards Screen.*
Find	*Lets you search for existing cards in the application.*

New Card

To **Create** new Cards in the current installation, click the button:

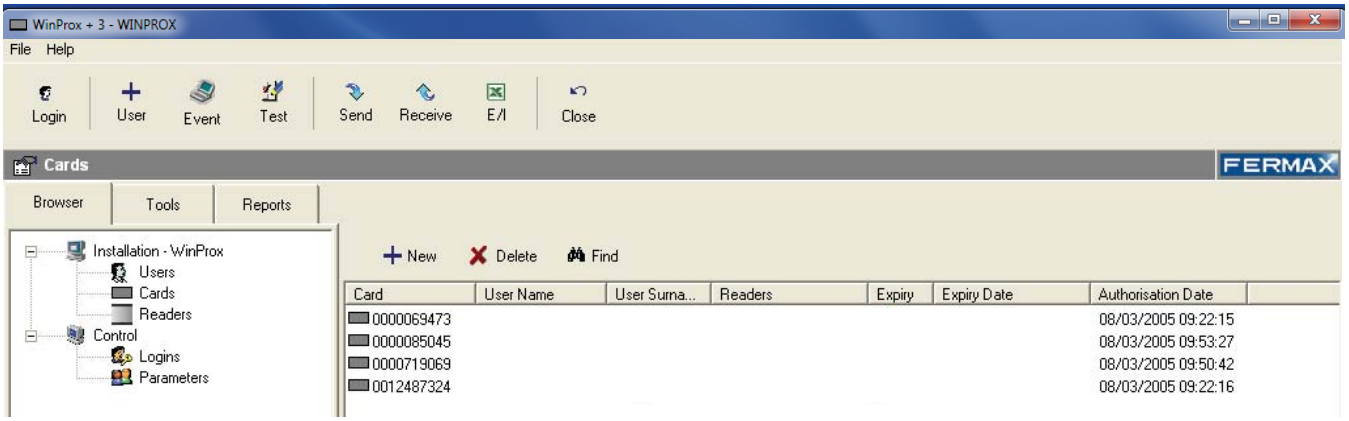


The following screen comes up, where we enter the number of the new card to be created:



- ***Card code:***
  Card number.
  Each proximity card has a (unique) identification number.

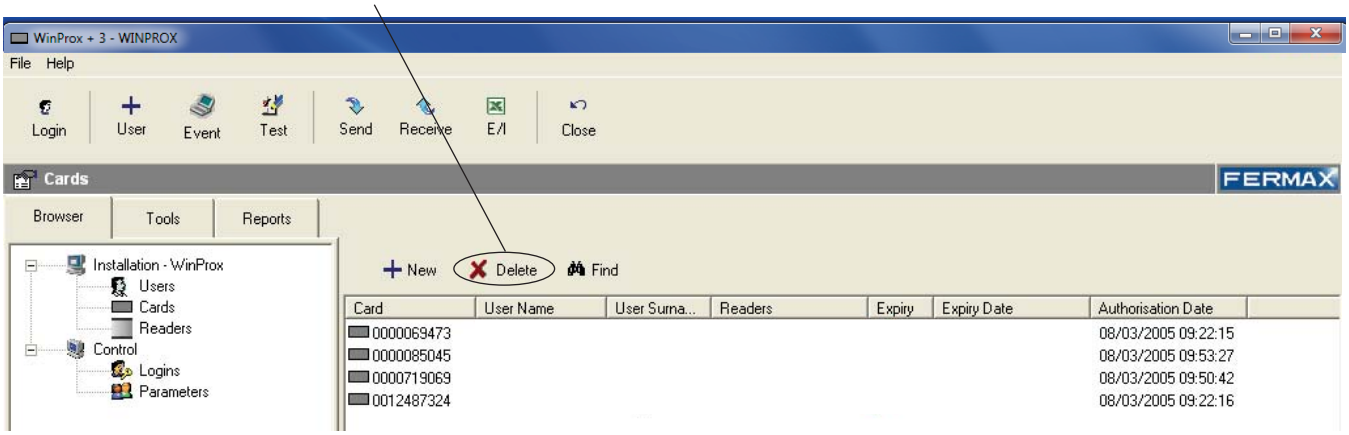
Enter the code of the crad to be created and click "OK".
Click "Cancel" to finalise creation of new cards.



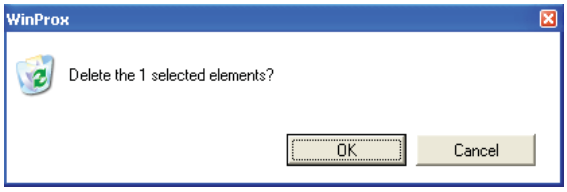
The new cards created appear as "free" (not assigned to users), and are available for allocation to users, existing or new, from the Edit or Create User screens.

Delete Cards

To Delete one or several cards, use the mouse to select the card or cards for deletion (left click and drag over the existing card list), and click Delete.



This screen comes up to confirm the card deletion action:

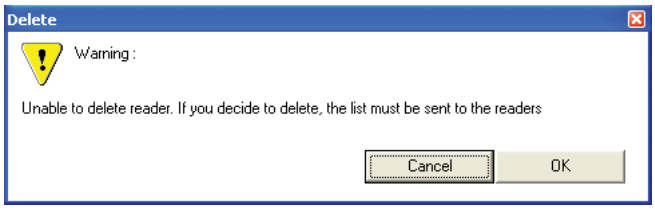


Click "**OK**" if you wish to delete the card/s selected, or "**Cancel**" to cancel the action.

Notes

If the card deleted is assigned to a user, the user is not deleted, only the user-card relation.

When one or several cards (assigned to a user with access permits) is deleted, if any of the readers where the card has to be eliminated from is not available, an alert message is displayed, telling you that the card cannot be deleted from one of the readers:

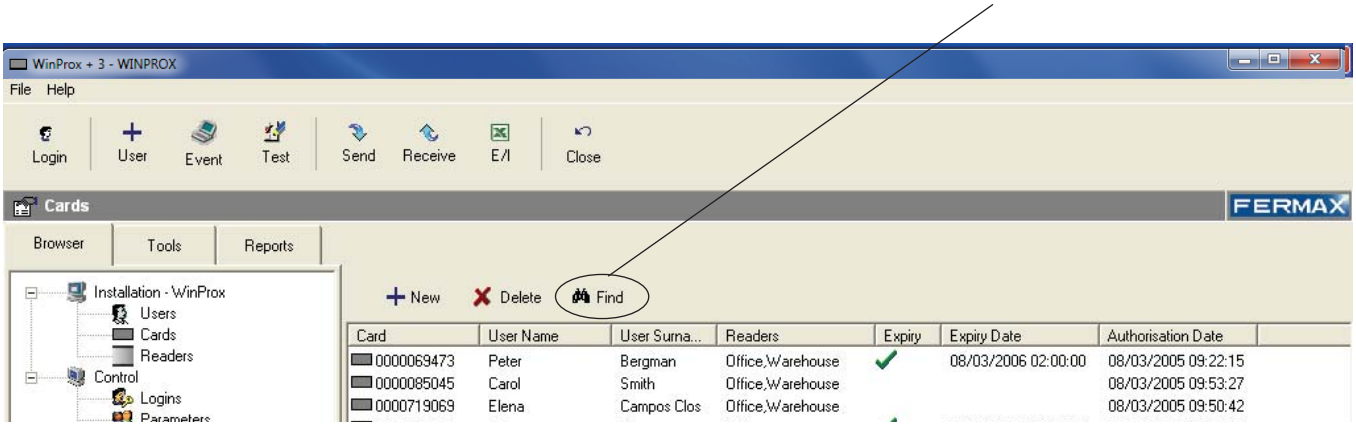


If you click "Cancel", the card will only be deleted from the readers available at that time, but is maintained in the database.
If you click "OK", the card is deleted from the application database and the readers available at that moment in the installation, but not from those readers **NOT** available in the installation. The list of users/cards in the application must be sent to the readers in the installation, so that the database information coincides with the information contained in the readers. (See "Send List" section in this Manual).

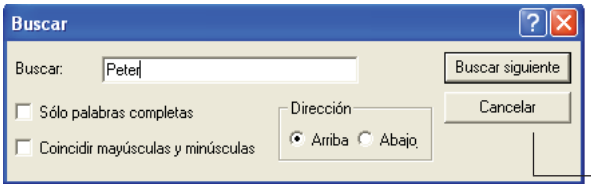
Find Cards

Find

To search for a given card in the list of cards in the current installation, click the Find button:

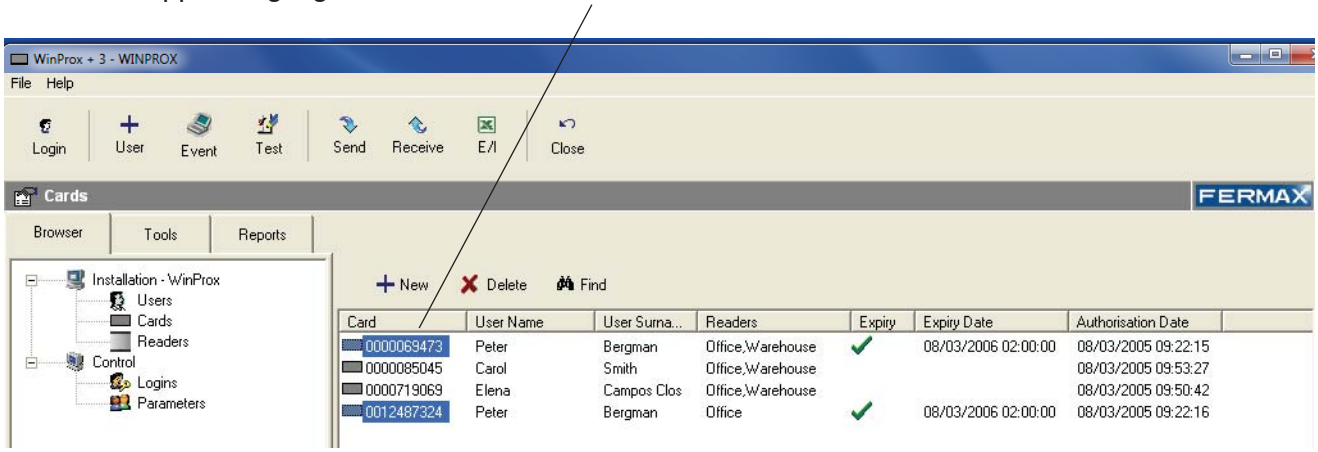


The Search screen comes up:



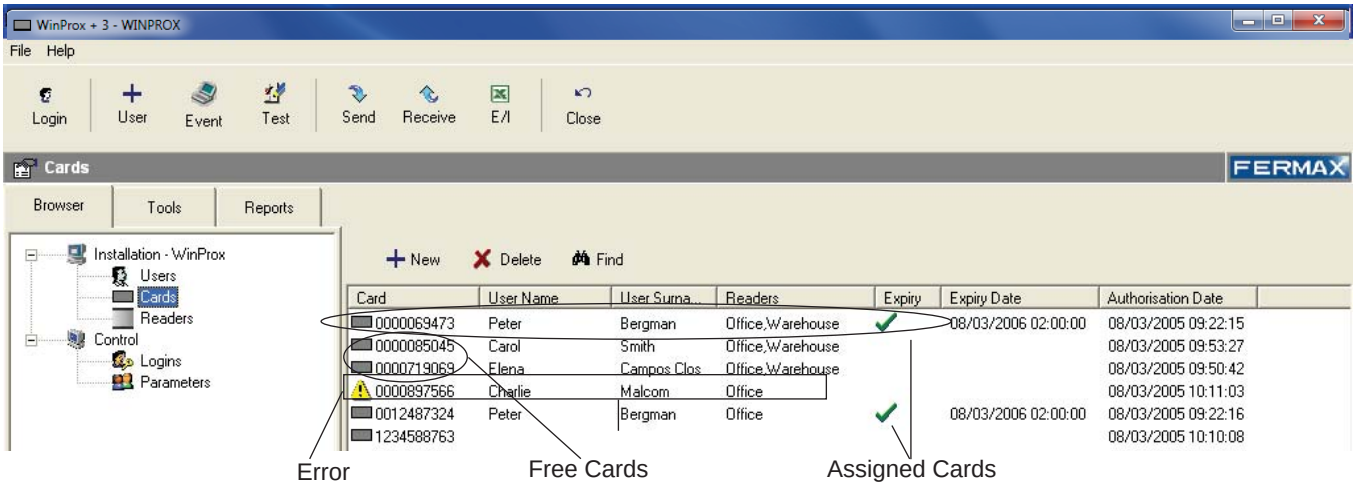
Enter the string you wish to search for: User name, card number, access readers. Click "Find next".

On the list of cards shown on screen, those that contain the string searched for, in any of their fields, appear *highlighted in blue*.



Cards Status

Cards created in the installation can be "***Free***", "***Assigned***" or in "***Error***" status



- ***Free:***

Cards created but not assigned to users. The user data, readers and expiry date (where pertinent) appear empty in the cards list. Only data referring to card code and date of issue are shown.

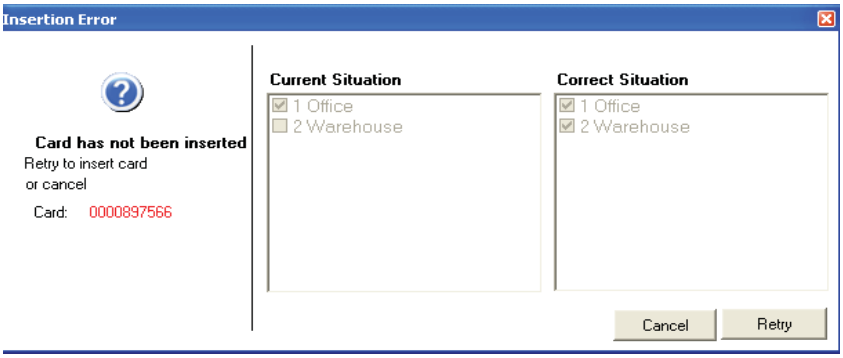
- ***Assigned:***

Cards created and assigned to a user. The cards list shows all the data referring to the card assigned.

- ***Error:***

Cards assigned, preceded by the "⚠" icon.
The icon tells us that an error has occurred in inserting the user (who has been assigned this card), i. e. it has not been possible to insert the user/card in one of the readers in the installation.

Double click on the card in question and the following screen comes up, with information on the error that has occurred (indicating the current user/card situation and the desired or correct one):



In this example, card "0000719069" has only been inserted in the "Office" reader, whereas the correct situation would be if the card had been inserted in both the "Offices" and "Warehouse" readers.

From this screen, you can try to insert the user again to correct the situation, simply by clicking Retry .

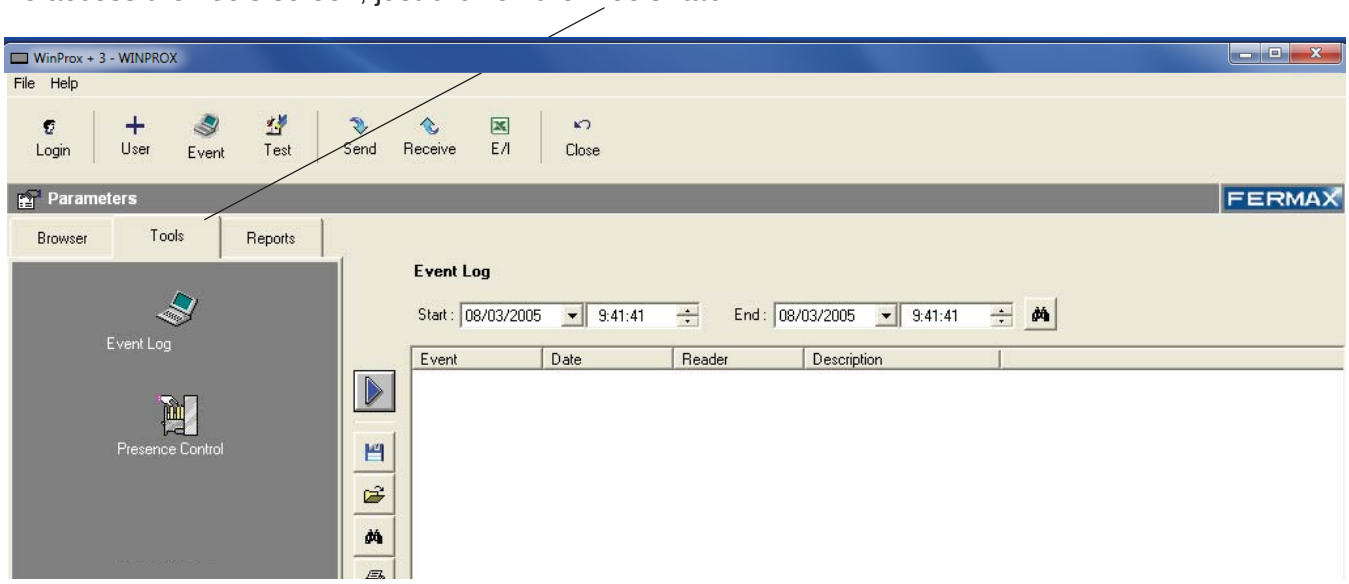
Notes

You can also try to insert the user again from the main "Users" screen, by editing the corresponding user or clicking the Send button. (See "Send" section).
If the error persists, run a test to check the status of the readers. (See "Readers-Test").

TOOLS

This section of the application has various tools that can be used to check up on what is going on in the current installation.

To access the Tools screen, just click on the "Tools" tab.



The options available in the Tools menu are shown on the left of the screen:

Event Log: Shows, in real time, the events taking place in the installation: user access, date, time, door opening, open door alarm on the bus...

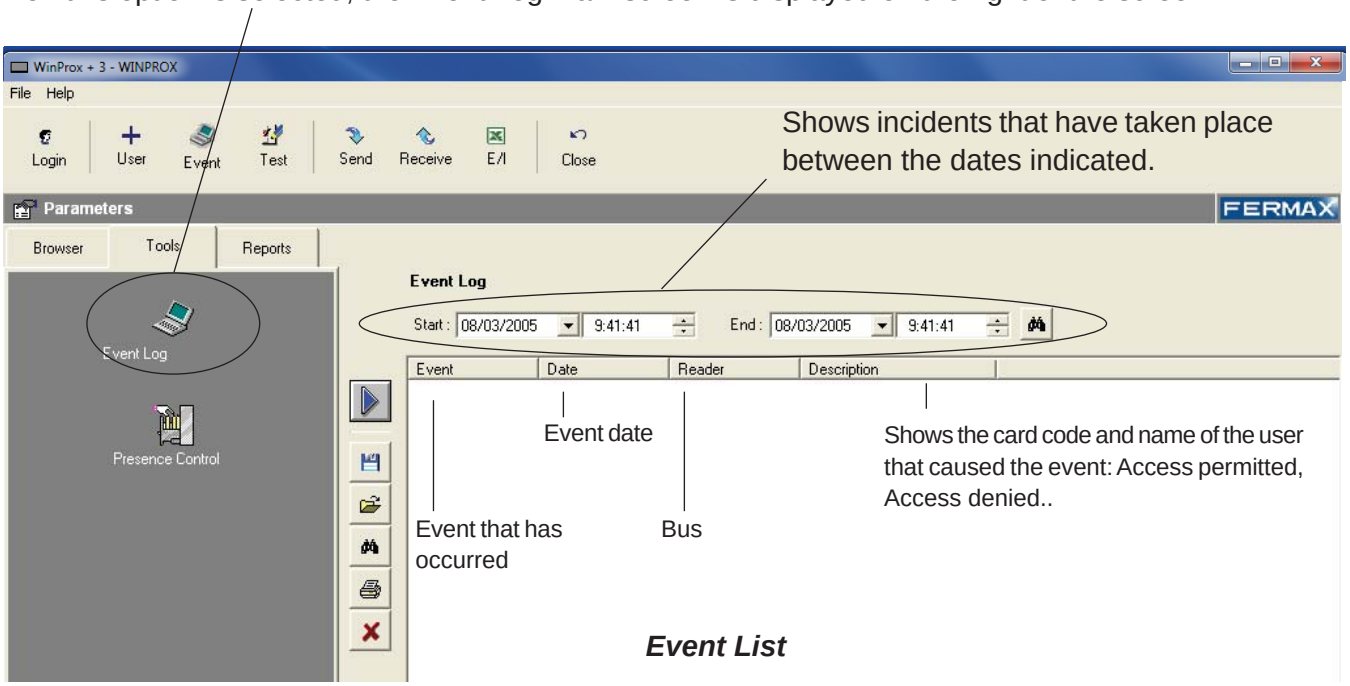
To access to each one of the installation control options, click (with the mouse) on the icon of the desired option on the left of the screen.

Now follows a more detailed explanation of the Tools Screen options.

EVENT Log

Shows, in real time, the events taking place in the installation: user access, date, time, door opening, open door alarm...

When this option is selected, the Event Log main screen is displayed on the right of the screen.



Event List

Commands Description: Event Log Screen

	Activate / Deactivate Event Log
	Save event list in a text file
	Open a text file and show it on the event list
	Lets you run a search in the event list
	Lets you print out the current event list

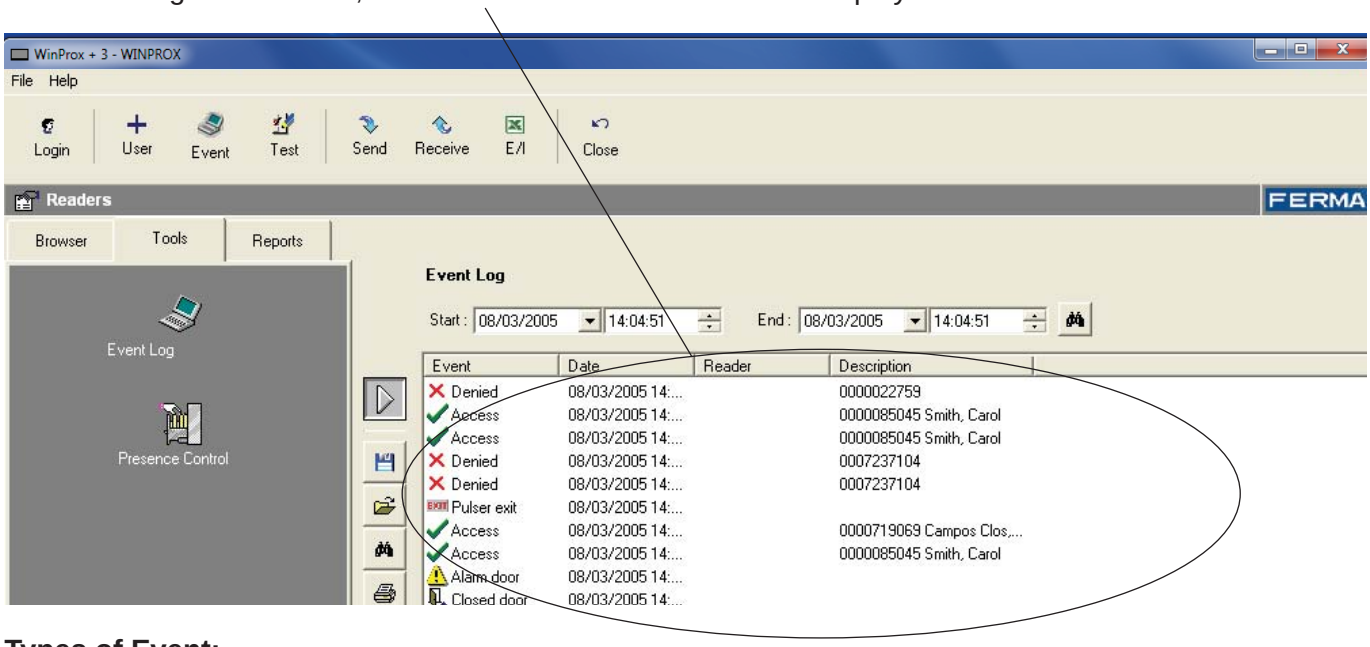
Activate/Deactivate Event Log

When the Event Log is activated, the incidents taking place during the time the Event Register is active are shown on screen and stored in the application's internal database, where they may be consulted later using this application (see "Event Browser" section).

To activate/deactivate the Event Log, click the button (changes status from deactivated to activated and viceversa):

- : Event Log Deactivated.
- : Event Log Activated.

Once the Register is active, the events that have occurred are displayed on screen:



Types of Event:

- Access Permitted:

Access 08/03/2005 14:... 0000085045 Smith, Carol

- Access Denied (known user without access permit in reader):

Denied 08/03/2005 14:... 0000085045 Smith, Carol

- Access Denied (unknown user):

Denied 08/03/2005 14:... 0000022759

- Door opened by exit pushbutton connected to the reader:

Pulser exit 08/03/2005 14:...

- Open Door Alarm (open door sensor activated. Set time exceeded)

Alarm door 08/03/2005 14:...

- Door Closed

Closed door 08/03/2005 14:...

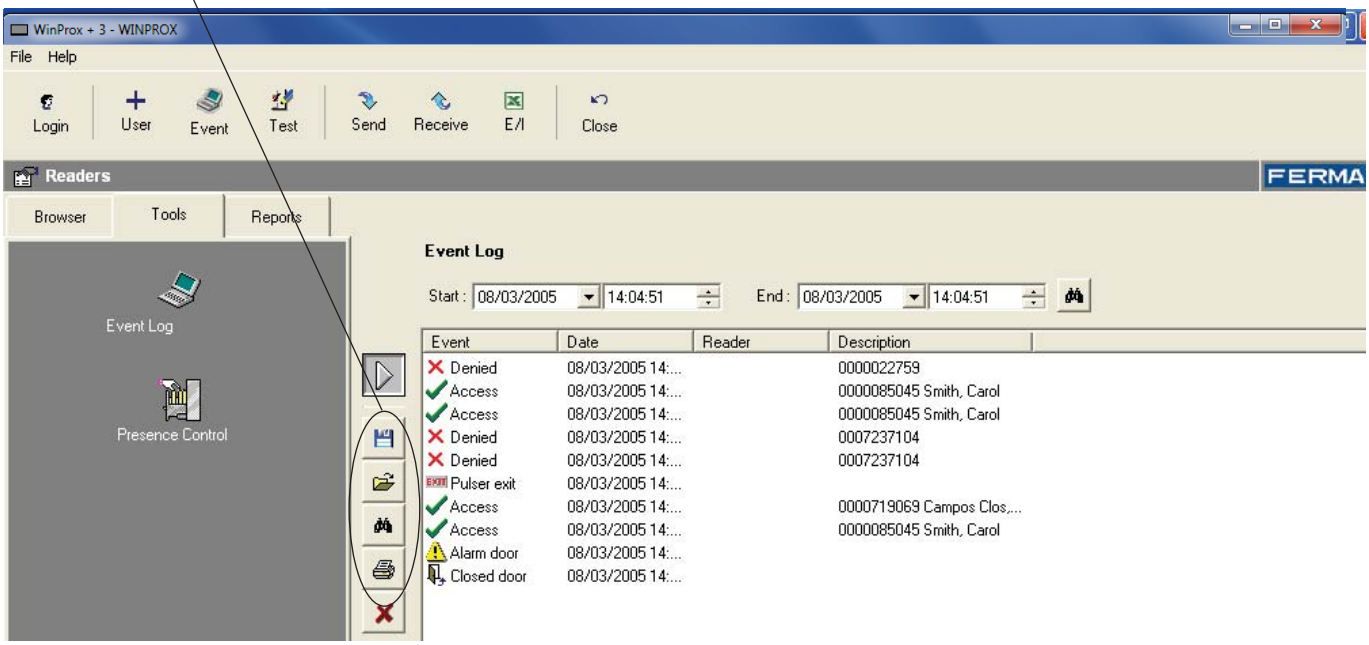
To deactivate the Event Log, simply click again.

Notes

With the Event Log active, it is not possible to add, modify or delete users or readers.
Deactivate the Event Log before performing any of these operations.

Check and Management of the Event

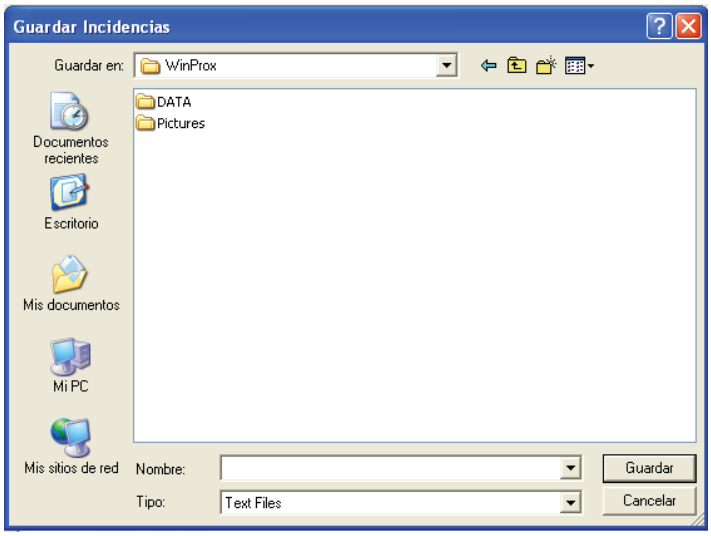
From the Event Log screen, you can manage and consult information on the incidents that have taken place in the installation.



Save Event Lists

The event lists are stored internally in the installation database, but can also be saved in the event list on the screen in a text file, which can be opened again later (see Open Event List section). The information contained in the file can also be processed externally.

To save the event list in a text file, click . The following screen comes up:



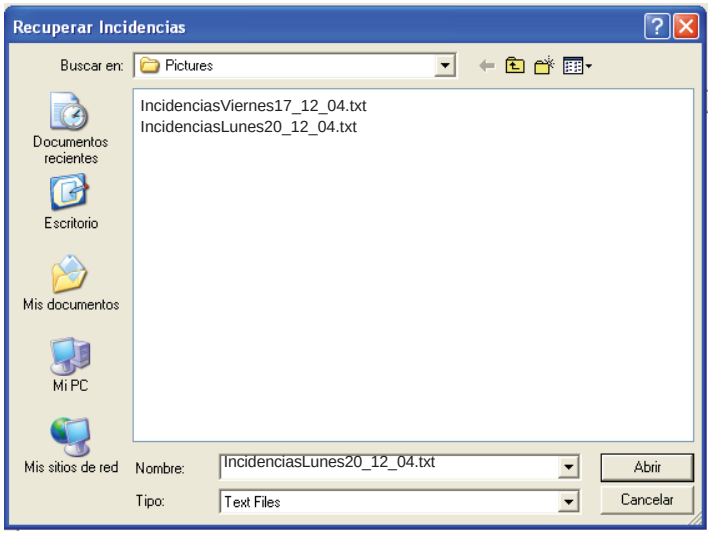
Select the directory and write the name of the file where the list of events has to be saved.

Click the "Save" button to create the file.

Open Event Lists

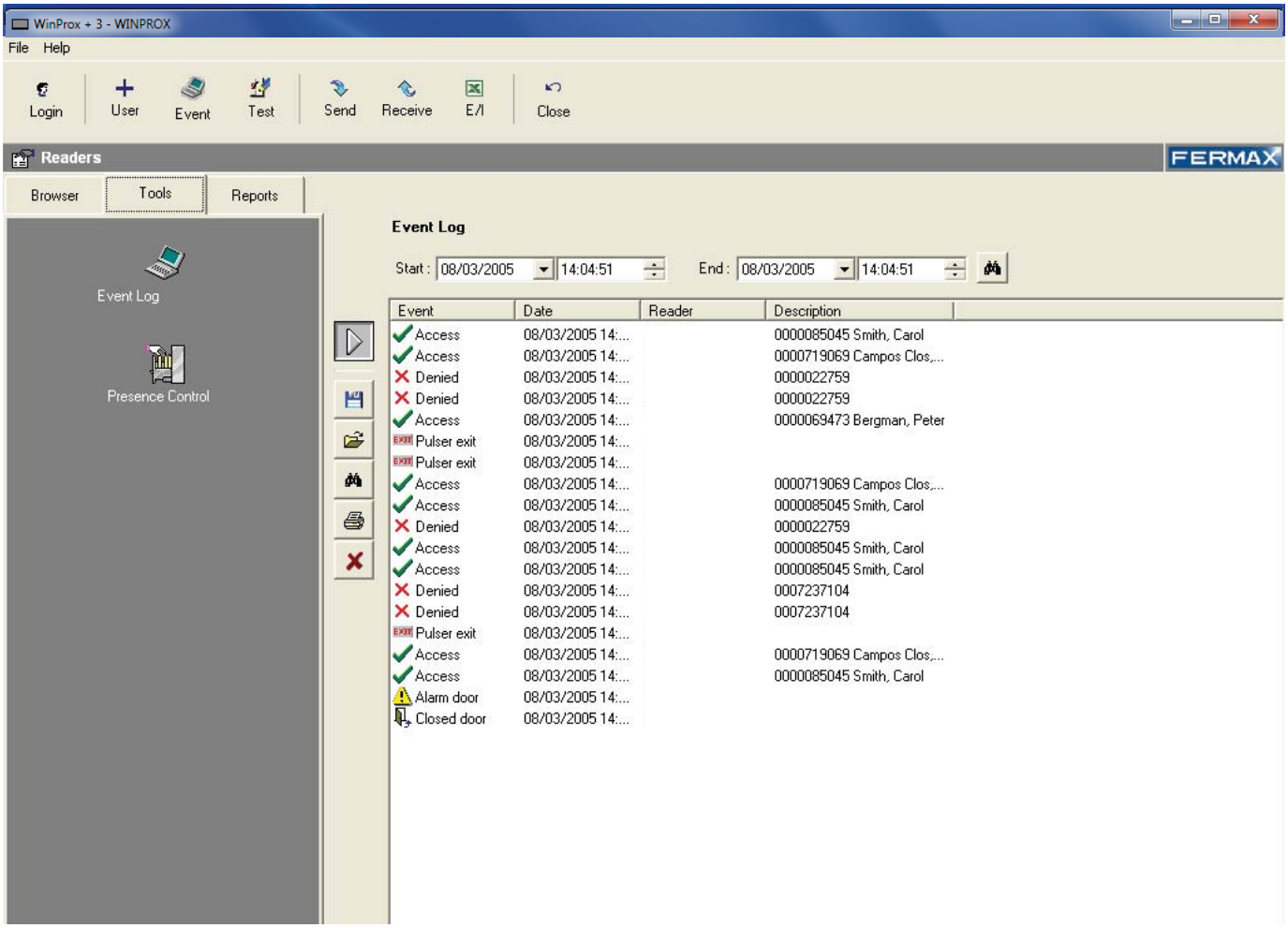
Lets you open the Event Lists saved previously in text file format, and run checks and searches in the loaded list. The list is shown on the Event Log screen.

To open an existing Even List, click the button. This screen comes up:



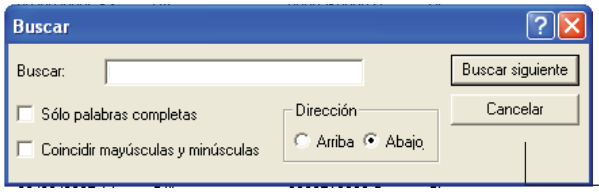
Select the file containing the Event List you wish to open and click "Open".

The Event List is displayed on the screen.



Search

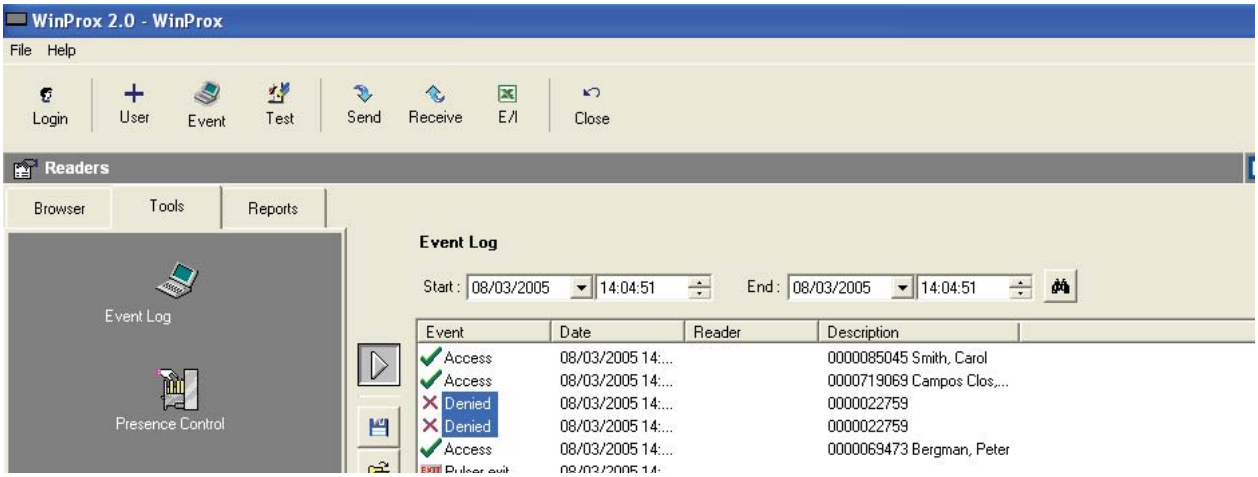
You can search the Event List for finding given information. To do so, click the button. The search screen comes up:



Enter the string you wish to find:
User name, card number, access reader...

Click "Find Next".

In the list of events displayed on the screen, those incidents that contain the string searched for are *highlighted in blue.*

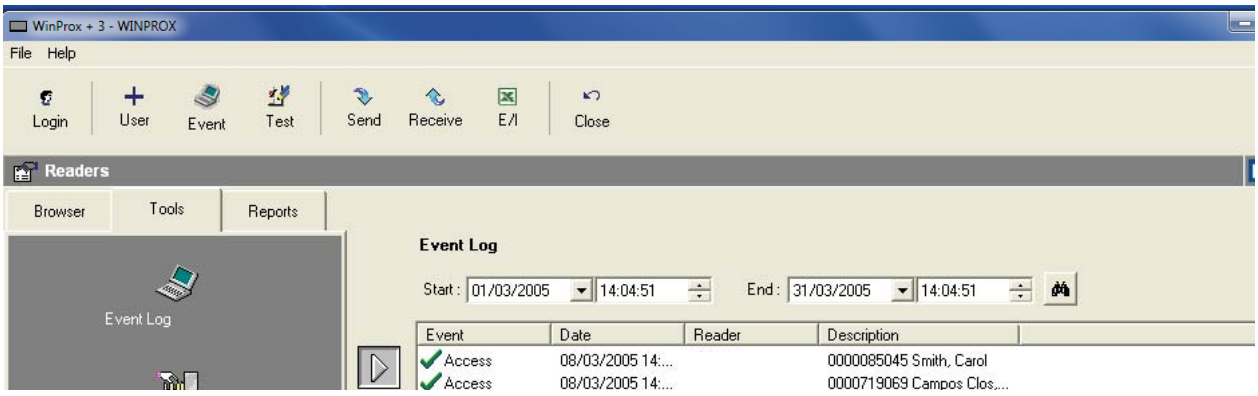


Print Event List

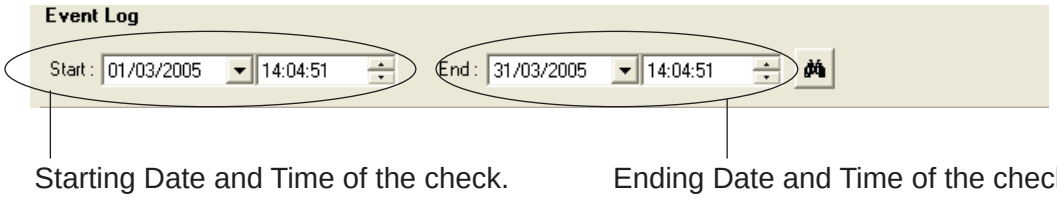
To print the Event List displayed on the Event Log screen, click the button. A report on the Event List shown on screen is printed out automatically.

Check Events Between Dates

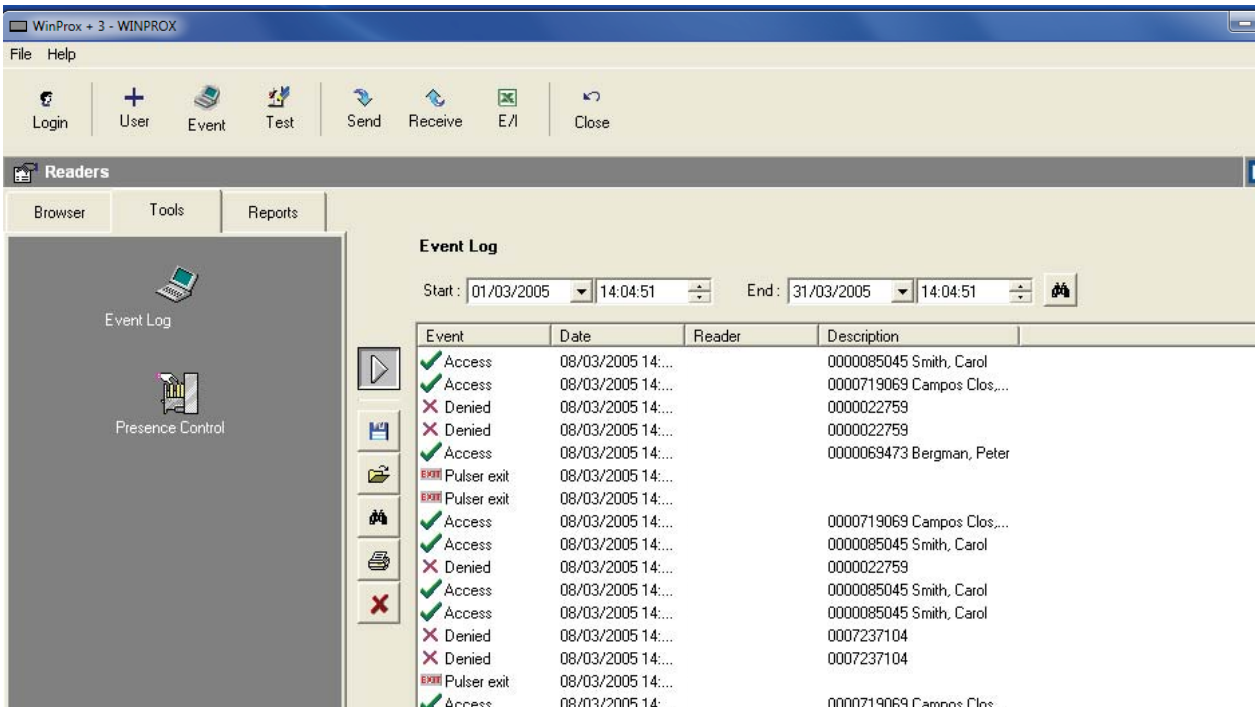
You can check up on the incidents that have taken place between certain dates, and subsequently look for information, save or print the list of events resulting from the check.



On the upper part of the Event Log screen, fill in the following fields:



then click on the button. The list of incidents that have taken place during this period appears on the screen:



Notes

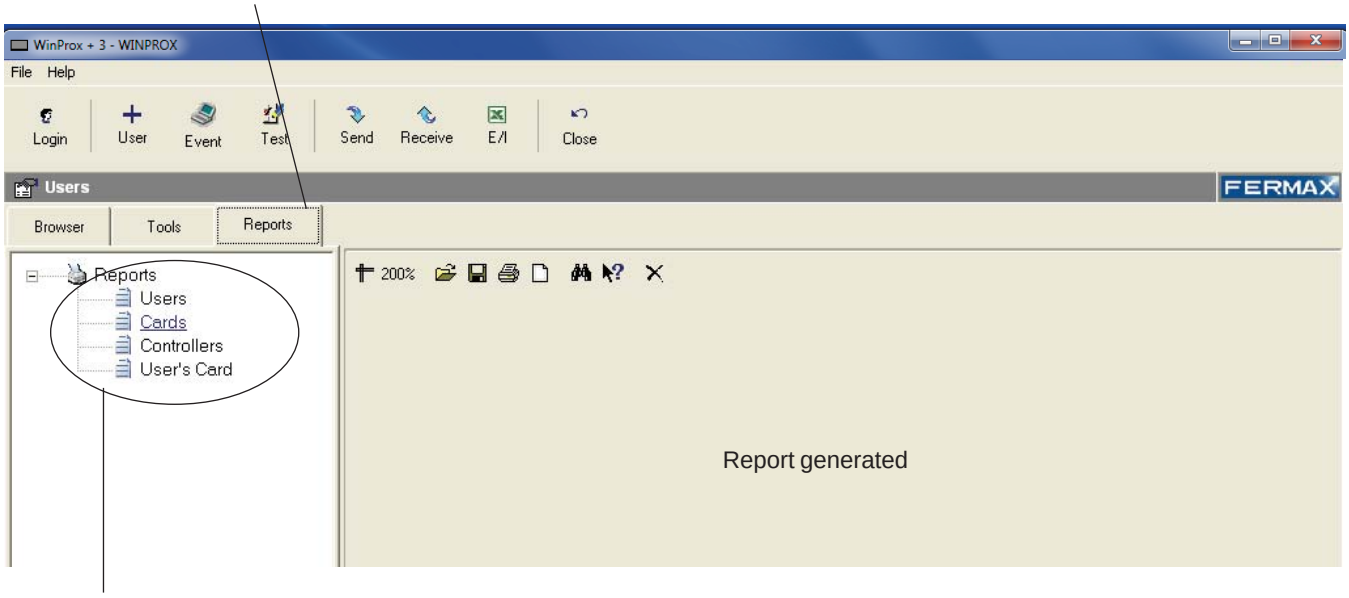
Incidents are stored only when the Event Log and online readers are activated.

The shown event list corresponds to those incidents that occurred between the dates indicated and were stored in the installation database, with the Event Log active.

REPORTS

From this section of the application, you can generate reports (print, save, search...) with information on the installation.

Click on the "Reports" tab to access the Tools screen.

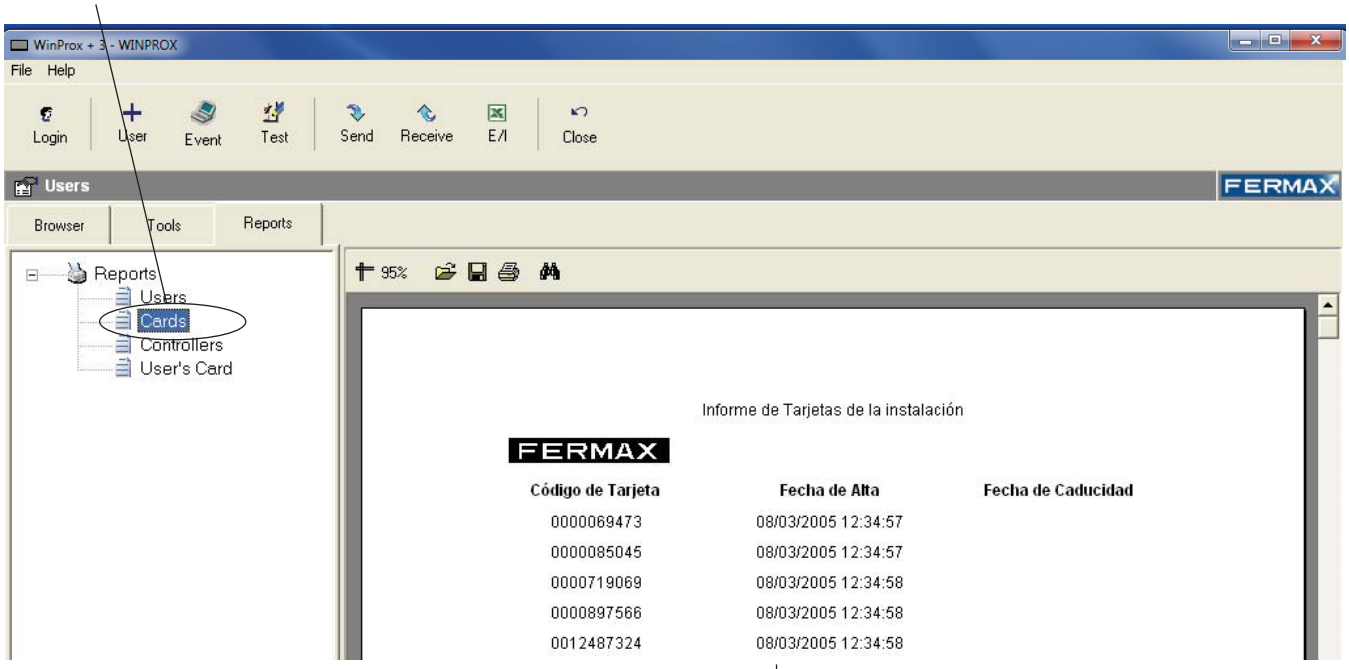


List of reports that may be created:

- Users: List of installation users, ordered by name.
- Cards: List of cards in the installation, ordered by card nº (showing authorisation date and expiry).
- Controllers: List of readers defined in te application.
- Cards/User: List of users, indicating the cards they have assigned.

Generate Reports

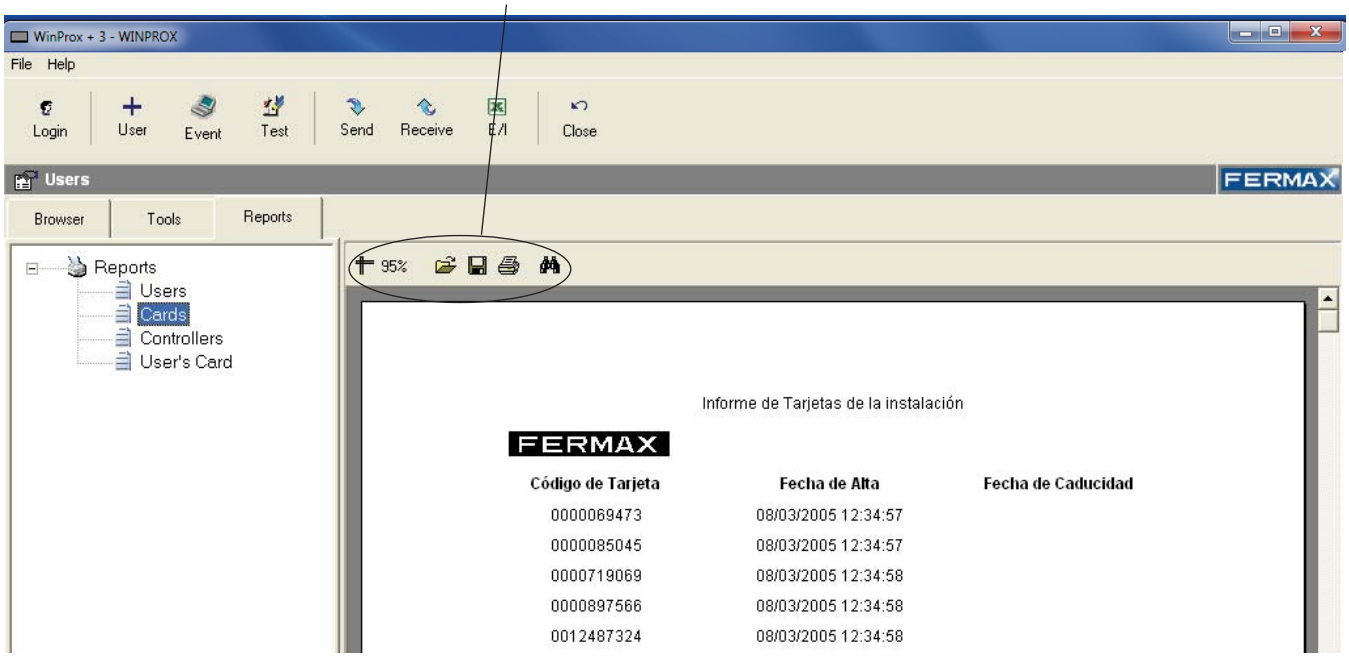
Select the report you wish to generate from the reports list.



The report selected appears on the right of the Reports screen.

Reports Options

The reports generated can be printed, saved, and searches made for information on the report...



Once the report has been created, click on the corresponding icon to take the desired action:

200%	*Lets you **Zoom** in on the report.*
	*Lets you **Open** a report saved previously in the PC.*
	*Lets you **Save** the current report in the PC.*
	*Lets you **Print** the current report.*
	*Lets you **Search** on the current report.*

ANNEX: Configuring and Connecting Readers

Configuring the reader

SW2

Communication protocol:

STAND ALONE

SW1

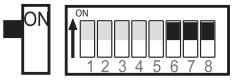
Address (dipswitch):

Address configured in the reader. From 00 to 31.

Dipswitches to use for setting the address from 1 to 5.

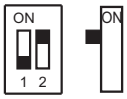
Dipswitches from 1 to 5 to configure the address. See Address Configuration Table.

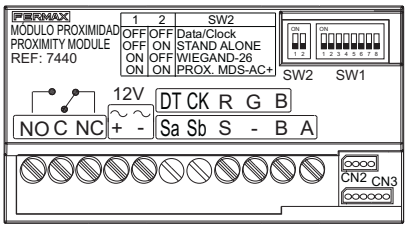
Dipswitches from 6 to 8 to ON when connected to the PC with WINPROX.



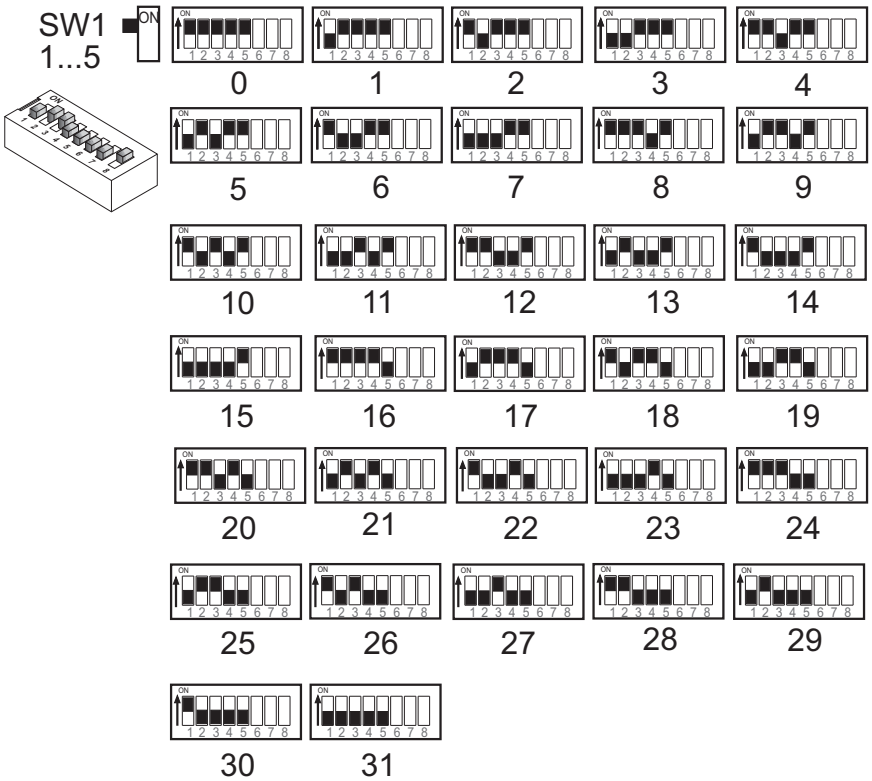
SW2

1	2	SW2
OFF	ON	STAND ALONE





Address Configuration Table



Connecting the readers

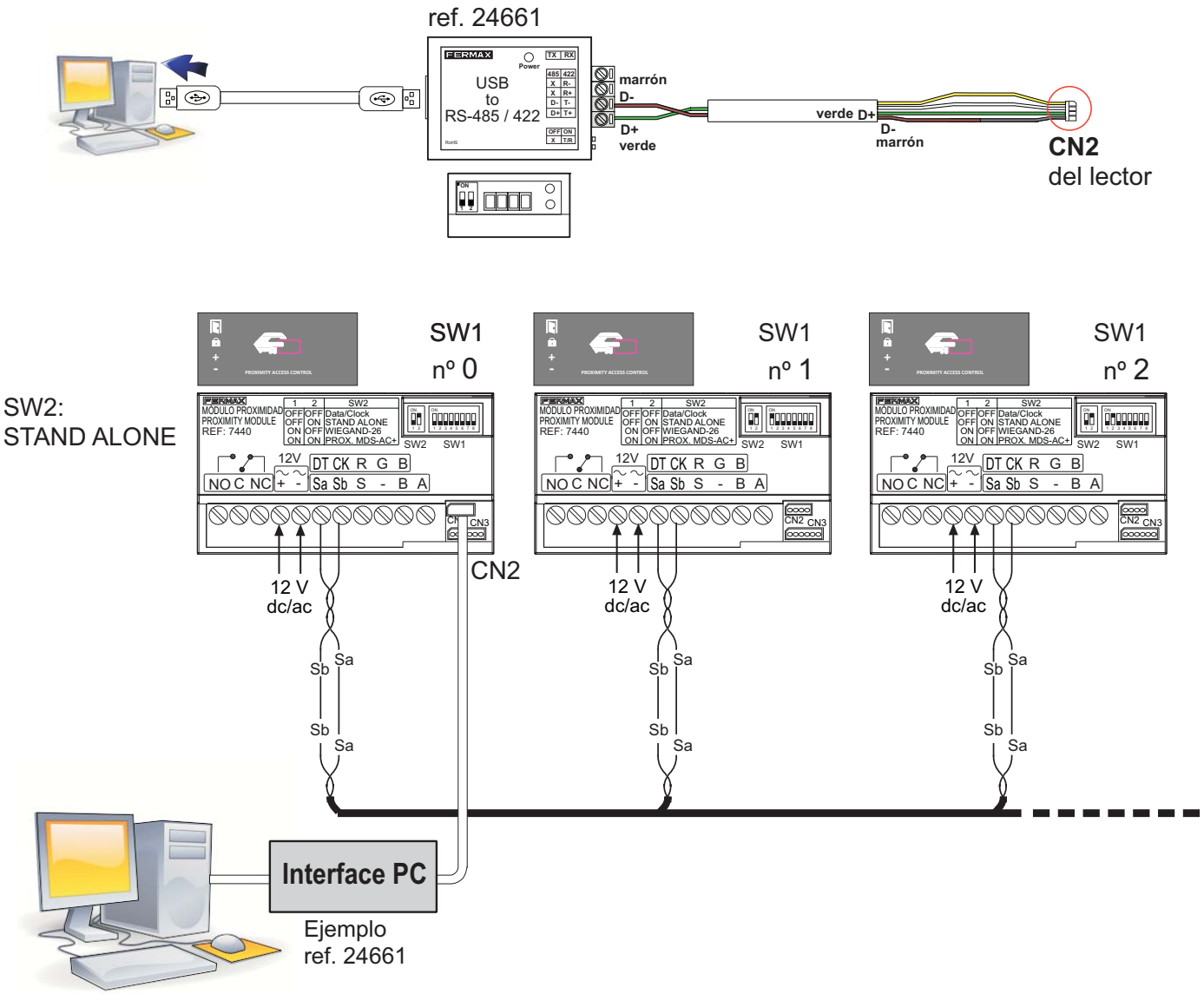
- Port.

Connecting the reader port to the PC.

The reader can be connected to the PC using the PC serial ports (COM1, COM2...) or the specific devices for connecting the reader to local networks (configured as virtual COMx ports.

A reader bus can be managed on one port. Maximum 32 readers per port. Connection between the bus readers is made through Sa - Sb.

Connection example



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