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1. Function Overview

Enrollment & Management Software is mini independent management software, and it's easy for user to manipulate. It is mainly used to manage the user data (user fingerprints and etc.) and the records.

Refer to the following for detailed functions:

- Manage user's basic information and records.
- Set the operator password to ensure the system security.

• Set the management function, read the device settings and set the parameters.

- Upload and download user's information from the device.
- Provide various database interfaces.

2. Installation Environment

Computer:

Above Pentium I 66, more than 64M memory, at least 100M hard disk space is needed.

Operation system:

- Microsoft Windows 98 (Second Edition)
- Microsoft Windows NT 4.0 (SP4 or Later Edition)
- Microsoft Windows 2000
- Microsoft Windows XP

Windows 2000 operation system and Pentium III 500, 128M memory is recommended.

3. Install and Uninstall Software

3.1 Install Software

Before installing your software, it is better to shutdown all the other application programs, in order to keep away conflict.

K Note: The following picture may differ from what you see upon CD installation. Please refer to the actual installation.

1. Please put the software CD into CD-ROM, it will run automatically and popup the language selection dialog.

2. The system supports three languages, Simplified Chinese, Traditional Chinese and English. Select the language, click [OK], and enter the following interface.



K Note: Press [Cancel] in this interface to stop the installation process.

3. Click [Next] in the system installation interface, start to install the software.



4. Please read the License Agreement carefully. If you want to install it please select [I accept the agreement], click [Next], and enter the following interface.

Setup	×
License Agreement Please read the following important information before continuing.	
Please read the following License Agreement. You must accept the terms of this agreement before continuing with the installation.	
END-USER LICENSE AGREEMENT FOR THIS SOFTWARE Important - read carefully:	
This End-User License Agreement ("EULA") is a legal agreement between you (either an individual or a single entity) and the mentioned author of this Software for the software product identified above, which includes computer software and may include associated media, printed materials, and "online" or electronic documentation ("SofTWARE PRODUCT"). By installing, copying, or otherwise using the SOFTWARE PRODUCT, you agree to be bound by the terms of this EULA. If you do not agree to the terms of this EULA, do not install or use the SOFTWARE PRODUCT.	~
 I accept the agreement I do not accept the agreement 	
< Back Next > C	Iancel

5. Select the folder where to install the software. Click [Next] to enter the following interface.

Setup 🔀
Select Destination Location Where should Enrollment&Management Software be installed?
Setup will install Enrollment&Management Software into the following folder.
To continue, click Next. If you would like to select a different folder, click Browse.
C:\Program Files\Enrollment\readernetman Browse
At least 16.3 MB of free disk space is required.
<pre></pre>

6. Select the component to install. It's recommended to select all components, and then click [Next].

Select Components Which components should be installed? Select the components you want to install; clear the components you do not want to install. Click Next when you are ready to continue.
Select the components you want to install; clear the components you do not want to install. Click Next when you are ready to continue.
Full
< Back Next > Cancel

This interface is to confirm the shortcut which is created in [Start] ->
 [Program] menu. Click [Next] button, display the following interface.



8. Click [Install], the installing program will copy and write corresponding information into hard disk. When the installation completed, click [Finish] to complete the process.



3.2 Uninstall Software

If you do not need to use this software any more, and want to uninstall it from your computer, then you may follow the steps below.

1. Close all the application software complete.

2. Enter Start -> Setting -> Control panel.

3. Enter [Add or Remove Program] window, choose [Enrollment & Management Software], and click [Remove] button to uninstall.

🐻 Add or Re	move Programs			
	Currently installed programs:	Show updates	Sort by: Name	~
C <u>h</u> ange or Remove Programs	🎍 Enrollment&Management Software		Size Used	17.67MB frequently
	To remove this program from your computer, click Remove.			11/15/2010
Add <u>N</u> ew Programs	授 Microsoft AppLocale		Size	3.61MB
5	餶 Microsoft Windows Application Compatibility Database 個 Wiware Tools		Size	20.53MB
<u>Windows</u> Components	🗃 WinRAR ???????		Size	3.73MB
<				
Set Program Access and Defaults				

4. Like doing this, you still cannot delete all files. You need enter the installation directory of the software to delete the folder where the software is installed.

4. User Management

4.1 Add User

Operation Steps:

1. Enter the user management interface: Click [Basic Settings] -> [User Management], or click [User Management] shortcut in the main interface.

User Management	
• Uper List. Drag a column meader mens fo group by that column	
Downer Constant Gender Job Tile	Nate [D8[mage2] Job Tifle
ette data te displain	Set Parsmond Set Parsmond Frupsupri (Management Connect Device Erroll with sensor Erroll with sensor Fry 0 FP 3.0 FP 3.0 From PC to Device Trom Device to PC Write card by device Empty card by device
FP Errol Face Errol Import Export	Please connect device first. If you want to enroll fingerprint or ID card.

2. Click "+" button to add new user, as the figure above. Select user department (The new user belong to the department of [company] by default). Input user's number, name, card number (read through the card reader if it's available), select the user gender, privilege and so on.

3. Click "²" button to select the user's photo. Then the added user's information will be shown on the user management interface.

Dega s column tradel rimet to groups (p) fluid column Degatiment Company P ID Name Degatiment Company F J Lip company F F Lip Company F F F	iber List							
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4. Click [Set Password] and input the same password twice.

Change Password
You must input your new password twice to change your old password.
New password
Re-enter password
Cancel

5. Enroll the user fingerprint, for details please refer to <u>5.2 Enroll User</u> <u>Fingerprint</u>.

6. After editing, click " $\sqrt{}$ " to save, or click " \mathbf{x} " to cancel.

The new added user will display on the user management interface.

4.2 Modify User's Information

The user information can be input **manua**lly, or import from other software. After importing, you can modify the information by this function.

Operation Steps:

1. In user management interface, select the user you want to modify,

click " \blacktriangle " button to enter the edit state.

Diag accharm/media	
D User Department Gender Job Tile 1 Lity company Fende 2 Locy company Fende 3 Linda company Fende 4 Rochel company Fende 5 Mile company Male Figure V V Connect Device Frequenci Maine Frequenci Maragement 6 Set Passwoot	
ID Vane Vane Josephan 1 Up company Fende 0 2 Lucy company Fende 0 3 Linda company Fende 0 4 Rochol company Fende 0 5 Mike company Male Privilege View Card Na Set Parsword Set Parsword Set Parsword Frequent Management Connect Device Errol with device Errol 6 O From PC to Device From Device to PC 6 Write card by device Empty card by device Empty card by device	
1 Lby company Fernále 2 Luey company Fernále 3 Linda company Mole 5 Mike company Mole 5 Mike company Mole 6 D Male 7 Mike Connect Device 6 Froet Path Connect Device 7 Froet Path Connect Device 6 Connect Device Front Path 6 Mike Connect Device 6 Connect Device Front Path 7 Set Passmooth Enroll with device 6 Male Connect Device 7 From Path From Device to PC 8 Employeed by device Employ card by device	
2 Lorg compose Male 3 Linds compose Male 4 Rachel compose Male 5 Mike compose Male 6 Gender O Male Penale 10 16 Prologe Use Card No Set Password Set Password Fingerinet Miscore Connect Device Enroll with sensor Enroll with device Enroll © FP 3.0 CP 10.0 From PC to Device 5 Write card by device Empty card by device	
3 Linda compose if kinda 4 Rachel compose if kinda 5 Mike compose if kinda 5 Mike compose if kinda Card No Set Pacsword Frequence Set Pacsword Frequence Main Frequence Connect Device Enroll with sensor Enroll with device 5 O (P 10.0) Frequence From PC to Device 6 Enroll verte to PC Write card by device Emply card by device	
4 Rochel company Female 5 Mike company Male 9 Card No. Card No. Card No. Set Parsword Connect Device Enroll with sensor Enroll with sensor 0 FP 9.0 From PC to Device From Device to PC Ville card by device Empty card by device	
1 Job Tifle Probage Use Card No Set Parsword Fingeparkt Connect Device Erroll with sensor Erroll with sensor 0 FP 9.0 Fingeparkt Fingeparkt 0 FP 9.0 Find with sensor Erroll with device Enroll with card by device Empty card by device	
Problege Use Card No. Set Possword Fingerand Massgored. Erroll with sensor Erroll with sensor Erroll with sensor Erroll with sensor Erroll with sensor Erroll with device Erroll with sensor Erroll with device Erroll with device	
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Set Password Fregward Management V Connect Device Erroll with sensor © FP 3.0 From PC to Device From PC to Device Write card by device S	
Ser Passouel Servel with sensor Encel with cered to PC From PC to Device From Device to PC Wite card by device Empty card by device	
Connect Device Erroll with sensor Erroll with device Erroll with sensor Erroll with sensor Erroll with sensor Erroll with censor Erroll with cens	
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Erroll with sensor Erroll with device Erroll with device From PC to Device From PC to Device Empty card by device	
O FP 9.0 O FP 10.0 From PC to Device D FC Wille card by device Empty card by device	Ven
O FP 3.0 O FP 10.0 From PC to Device From Device to PC Write card by device Empty card by device	
From PC to Device From Device to PC Wile card by device Emply card by device	
From PC to Device b PC Wille card by device Empty card by device	
6 Write card by device Empty card by device	
5 Emply card by device Emply card by device	
5	

2. Modify the desired information. For example, change the user privilege from [User] to [Enroller], as the following interface.

Drag a columni relación relación producti pi that culturar ID Name ID Name ID Name ID Lipy company Frendie Department ID Lipy ID Lipy ID Lipy ID Company Frendie ID Lipy ID Company Frendie ID ID ID Company Frendie ID Gender ID	ŧ	cer List					(Ind)			
ID • Name Department • Gender Job Tile 1 Up company Fende Name Name Name 2 Lucy company Fende D 4 3 Linds company Fende D 4 5 Mike company Male Bender O Male Prologe final 5 Mike company Male Dot Tile O Card Na Card Na 5 Mike company Male Fride Verial O File O 6 Gender Male Set Paramond Card Na Card Na										Photo
1 Lly company Frende 2 Lucy company Frende 3 Linds company Mole 3 Linds Gender 5 Mike company Mole 5 Mike company Mole Fright Gender W Cart Na Set Parsword Fright Fright Gender Verification Verification Verification Fright Gender Fright Fright Male Fright Cornect Device Frond with sensor Enroil with device Frond With sensor Frond with device Enroil Verification Verification Verification With card by device Emply card by device Emply card by device		ID	- Name -	Department +	Gender	Job Title	Department	company	(M	1992/00
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3 Linds company Moh 4 Robel company France 5 Mike company Moh 6 Franse Carl Na 6 Franse Franse 6 Franse Franse 6 FP 3.0 FP 10.0 7 Franse Franse 6 Franse Franse 6 Franse Franse 6 FP 3.0 FP 10.0 7 Franse Franse 6 Franse Franse	Ī	2	Lucy	company	Female		ID	4		8
I 4 Rochel company Provide 5 Mike company Mole Job Title Prologe Image Card No Set Parsword Set Parsword Set Parsword Fingeput Maragement Image Image Image Image </td <td>N</td> <td>3</td> <td>Linda</td> <td>company</td> <td>Male</td> <td></td> <td></td> <td>OH</td> <td>() Samuela</td> <td></td>	N	3	Linda	company	Male			OH	() Samuela	
5 Mike company (Mole Job Tite 5 Mike company (Mole Job Tite Carl No Carl No Carl No Set Parsword Set Parsword Fingaport Management Connect Device Errol with sensor Erroll with devico Or P 3.0 Or P 1.0.0 From PC to Device From Device to PC With card by device Emply card by device	I	4	Bachel	company	Female		Gender	Omae	O remain	
Privilege Carden Card No Set Parsword Fingeport Management Connect Device Erroll with sensor Erroll with sensor Find with device Erroll with sensor Find with device Front with sensor Find Device to PC Write card by device Empty card by device		5	Mike	company	Male		Job Title			
From PC to Device From Device to PC Write card by device Empty card by device							Fingerprint	Set Passw Management	ord	
							Fingerprick 1	Set Passw Management with sensor P 9.0	end Co Erecil with de	nnect Device

3. After editing, click " \checkmark " to save, or click "x " to cancel.

4.3 Department Management

4.3.1 Add Department

1. Enter [Department Management] interface: Click [Basic Settings] ->

[Department], as shown below:



2. Click [Add] button and enter the [Add New Department] interface, as shown below:

Add New Department	
Input name of the department to add:	
V OK X Cancel	

3. Input the department's name, click **[OK]** to save, and the added new department is displayed under the [company] name.



4. Add other departments as step 2-3, thus the department is added to the list, as shown below:

Department	Tanagement	
⊿dd Delete	Se user	
company Verteas R&D Test		Yerrent edit department names, what you need to do is just to cick on the department name two cor to press F2. If you want to modify department's suboutinate relationship, you can drag the department to modify to a new superior department name.

4.3.2 Modify Department

1. Select the department which needs to modify and click it another time, the department enter the edit state.



2. After modification, click other place to quit the edit state, as shown below: [R&D] has been changed into [R&D Dept.].

Department Management	X
_ ૢૣૢૢૢૢૢૢૢૢૢૢૢૢૢૢૢૢૢૢૢ Add Delete user	
Company Overseas R&D Dept Test	Prompt From the edit department names, what you need to do is just to click on the department name to click on the department superior dipartment's subordinate relationship, you can drag the department to modify to a new superior department name.

4.3.3 Modify Department Relationship

1. Select the department which needs to modify.



2. Drag the department to the target position. Such as drag the department [**Test**] to under the department of [**R&D Dept.**], as shown below.

Department	Lanagement	
Add Delete	Se user	
Company		Prompt If you want to edit department names, what you need to do is just to click on the department name two cor to press F2. If you want to modify departments' subordinate relationship, you can diag the department to modify to a new superior department name.



4.3.4 Delete Department

1. Select the department which needs to delete.

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