

F18 Access Control Function Setting

Step 1: Enroll Fingerprint

- 1) Press & hold **M/OK** for 2 secs → **User Mng** → **New User**
- 2) **ID. NO** → 1
- 3) **FP** → **Enroll FP** → Place the same finger on the reader for 3 times to enroll → Press **M/OK** to save
- 4) **Enroll Success!** → Press **M/OK** to enroll backup fingerprint
*Note: FP Num displays how many fingerprint enrolled in total for each ID
- 5) **Purview** → Admin
- 6) Press **M/OK (Save)**
- 7) Repeat Step 1 – 6, but choose different ID in step 2 and choose **User** in step 5 to register user's fingerprint

Step 2: Enroll Card

- 1) Press & hold **M/OK** for 2 secs → **User Mng** → **New User**
- 2) **ID. NO** → 1
- 3) **Card** → **Enroll Card** → Scan the Mifare card → Press **M/OK** to save
- 4) **Purview** → Admin
- 5) Press **M/OK (Save)**
- 6) Repeat Step 1 – 5, but choose different ID in step 2 and choose **User** in step 5 to register user's fingerprint

Step 4: Open Mode

Method 1: Set by Group

- 1) Press & hold **M/OK** for 2 secs → **User Mng** → **Access** → **Group Setting** → No. 01 → **Edit** → **VerType** → Press **M/OK** to save
*Note: **FP** for fingerprint, **PW** for password, **RF** for card, / is or, & is and

Method 2: Set by Individual

- 2) Press & hold **M/OK** for 2 secs → **User Mng** → **Manage** → ID. No. X → **User Access** → **VerType** → Press **M/OK** to save

Step 5: Delete Enrollment Data

Method 1: Delete Individual User

- 1) Press & hold **M/OK** for 2 secs → **User Mng** → **Manage** → ID. No. X → **Del User** → **Delete User** → Press **M/OK** to save

Method 2: Delete All Users

- 2) Press & hold **M/OK** for 2 secs → **System** → **Data Mng** → **Delete All** → Press **M/OK** to save

Step 6: Delay Settings

- 1) Electromagnetic Lock Delay: Press & hold **M/OK** for 2 secs → **User Mng** → **Access** → **Access Control Parameter** → **Lock** → 10 → Press **M/OK** to save
- 2) Door (magnetic contact) Sensor: **Dsen. Delay** → 10 → Press **M/OK**
- 3) Door (magnetic contact) Sensor Mode: **Dsen. Mode** → **Close** → Press **M/OK**
- 4) Door (magnetic contact) Sensor Alarm: **Dsen. Alarm** → 10 → Press **M/OK**
*Step 2 – 4 is optional, applicable if door sensor & alarm is used

Step 7: Communication Settings

Method 1: TCP/IP

- 1) **IP Address:** Press & hold **M/OK** for 2 secs → **Comm.** → **Network** → **IP Address** → **xxx.xxx.xxx.xxx** → Press **M/OK**
- 2) **Subnet Mask** → **255.255.255.0** → Press **M/OK**
- 3) **Gateway** → **xxx.xxx.xxx.xxx** → Press **M/OK**

Method 2: RS485

- 1) **Baud Rate:** Press & hold **M/OK** for 2 secs → **Comm.** → **RS232/485** → **Baud Rate** → **38400** → Press **M/OK**
- 2) **RS232:** **Off** → Press **M/OK**
- 3) **RS485:** **On** → Press **M/OK**

Common Causes for Enrollment Failure or Poor Fingerprint Quality

Finger is too dry or too dirty	<ul style="list-style-type: none">- Rub your fingers against your palm because rubbing yields oil.- Moisturize your finger by breathing on it
Apply insufficient pressure	<ul style="list-style-type: none">- Apply pressure lightly and evenly during the capturing process.
Select fingers for enrollment	<ul style="list-style-type: none">- Left and right index fingers or thumbs are recommended- Select the fingers without worn-out or damaged fingerprints- Users usually select their index fingers, but if their index fingers do not yield high fingerprint quality, they can select their thumbs.- Users with small index finger should opt for thumbs- To enroll spare fingerprints, users should select fingers not prone to wear out damage
Finger placement	<ul style="list-style-type: none">- Press your finger flatly on the fingerprint sensor and be sure that the whole finger, not just the tip covers as much of the sensor window as possible.- Keep your finger still, do not tap your finger on the sensor quickly
Impact of fingerprint image change	<ul style="list-style-type: none">- The change of fingerprint image due to skin peeling or injury will affect the verification performance- If the fingerprint quality of a user is severely poor due to the aforementioned condition, kindly re-enroll his or her fingerprint or adopt card verification mode.
Other causes	<ul style="list-style-type: none">- There may be a small amount of people who cannot pass verification due to very poor fingerprint quality. In that case, kindly adopt the card verification mode.

Belco Marketing

No.54, Jalan Puteri 5/18, Bandar Puteri Puchong, 47100, Selangor, Malaysia.

Email: sales@belco.com.my

Website: www.belco.com.my

*Design and specifications are subject to change without notice.