KABA®

Business Edition	English
Last System Startup	EDT 05-29-2013 08:19:10
System Time	EDT 05-29-2013 08:22:37
Weekday	Wednesday

🇺🇸 English
🇫🇷 French
🇪🇸 Spanish
🇵🇹 Portuguese

Name	user1
Password	pw

[Logon]

1 **Browser**
192.168.50.140 or designated IP address

Name: user1
Password: pw

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Settings	Administration
• Custom Days	
• Schedules	
• Readers	
• Access Groups	
• Cards	
• Persons	
• Fingerprints	
• Output Schedules	
• Logoff	

Person Number	First Name	Last Name	Access Group
New Person		Search	<< >>

2 **Persons > New Person**

. . . .

4 **At Fingerprint Key Reader**
- Press #-9-9-# followed by 1-2-3-4-#
- Press 1-2-# followed by (unique 5-digit user ID)-# ... (i.e., 32658#)

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Parameter	Setting	Example
Person Number	12345	1
Delete Person	🗑	
Fingerprint Number	None available	
Last Name	Last Name	Public
First Name	First Name	John
PIN		1234
Open Duration	0.1 (No personal time) s (0-9.9 |10-99)	5
Max Open Duration	0.1 (No personal time) S (0-9.9 |10 - 990 | 0 = off)	10
Event Alert Level	Default	
Access Group		Office
Access Group Start		01-01-2006 00:00
Access Group End		12-31-2020 23:59
Supervisor Group	Group 24/7	
Supervisor Group Start		01-01-2006 00:00
Supervisor Group End		12-31-2020 23:59
Two man rule group	Excluded	
Maximum storage time (days)	0	

[New Person]   [Save] [Cancel]

3 **Person Number:** (select 5 digits)
Last Name: Employee's last name
First Name: Employee's first name
Access Group: 24/7 (then save)

- Place and lift new user finger three times, guided by the light
- Repeat with a second finger (from other hand)
- Press #-#-# to exit enrollment

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Person Number	First Name	Last Name	Access Group
12345	First Name	Last Name	Group 24/7
New Person		Search	<< >>

5 (Refresh screen)
Click on Persons > Person Number
Note: If you want to remove, click trash can, Fingerprint Number drop down (then save)

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Settings	Administration	Parameter	Setting	Example
• Custom Days		Person Number	12345	1
• Schedules		Delete Person	🗑	
• Readers		Fingerprint Number	* 12345	
• Access Groups		Last Name	* 12345	Public
• Cards		First Name	First Name	John
• Persons		PIN		1234
• Fingerprints		Open Duration	0.1 (No personal time) s (0-9.9 |10-99)	5
• Output Schedules		Max Open Duration	0.1 (No personal time) S (0-9.9 |10 - 990 | 0 = off)	10
• Logoff		Event Alert Level	Default	
		Access Group	Group 24/7	Office
		Access Group Start		01-01-2006 00:00
		Access Group End		12-31-2020 23:59
		Supervisor Group		
		Supervisor Group Start		01-01-2006 00:00
		Supervisor Group End		12-31-2020 23:59
		Two man rule group	Excluded	
		Maximum storage time (days)	0	

[New Person]   [Save] [Cancel]

BEYOND SECURITY

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