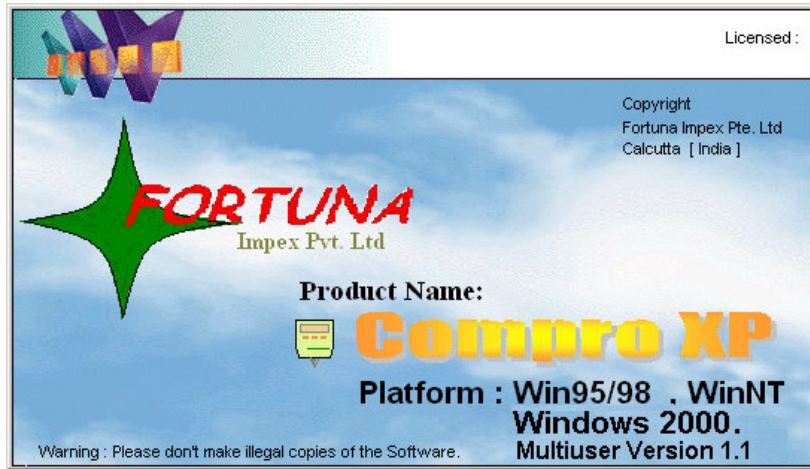


#Overview

ComproXP

(Client and Communication Server)



ComproXP is basically a distributed communication software, based on both hardware-software communication and client – server communication. It is developed in tune with Attendance Recording Devices (ARD) based on Barcode, Proximity and Smartcard technology , having a definite protocol through which it communicates with external devices The Attendance Recording Devices stores the attendance records in its own memory and can do various functions on them. ComproXP is simply a communication layer between the raw protocol of the hardware and the high-level user commands to be issued to a device. For example, it can capture thousands of data from the device at the click of a button, which is otherwise very difficult to perform in raw mode. Moreover, it offers various other operations with understandable feedback without involving the intricacies hidden in the raw communication protocol.

#System Requirements

Software:

ComproXP requires Windows 98 [Second Edition], Windows XP, or Windows 2000. It will not run under Windows 3.x .

Hardware:

Processor:	Intel Pentium or compatible (Intel P-III or equivalent recommended)
RAM:	128 MB recommended
Free Hard Disk Space:	20 MB
Other Accessories:	SVGA Monitor (Min. Resolution 800 X 600, 16 bit color), Keyboard, Mouse

#Installation

To Install **ComproXP Client** Software in your PC, explore the ComproXP Installation CD and Open the Client Pack folder. Now run the Setup.exe and follow the instructions. Please ignore the file registration errors during the Installation process. This will install the ComproXP Client in your PC.

To install **ComproXP Server** Software please explore the Server Pack folder in the Installation CD. Run Setup.exe and follow the instructions. This will Install the ComproXP Server in your PC.

Where To Install what ?

ComproXP Client is a Multiuser software. Hence it can be Installed in any PC in the network. In that case user have to specify the location of the centralized database. [For details please refer to the Configuring ComproXP Client]

ComproXP Server must be installed to a PC in the network where the terminals are connected.

#Uninstallation

To uninstall the ComproXP software please go to START=>SETTINGS=>CONTROL PANEL=>ADD/REMOVE PROGRAM and select the program ComproXP Client or the Server program.

While uninstalling you might be asked to remove one or more Shared Files. It is highly recommended that you do not remove any shared files. Because some other Applications may use these shared files to work properly.

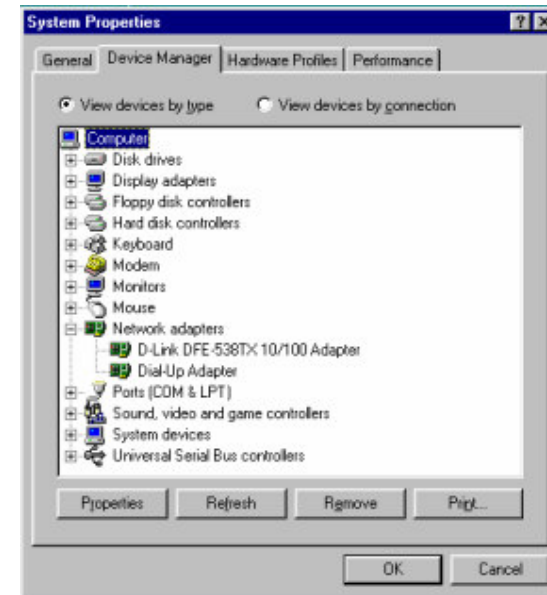
#Quick Start Guide

After successful software installation you should configure ComproXP Client only for the first time for general purpose use. To do this follow the steps described below.

1. **Step1: Check TCP/IP settings of the PC**

ComproXP is a network software that communicates through TCP/IP protocol. It is very important to install an Ethernet card and configure the LAN for the IP addresses of the PCs before installing any component of ComproXP. In case it's a stand alone PC and there is no network card installed, Please install the TCP/IP with MSLoopback adapter. In that case your PC's IP will be 127.0.0.1 and you have to install both the client and the server in that PC and have to connect the terminal in that PC only.

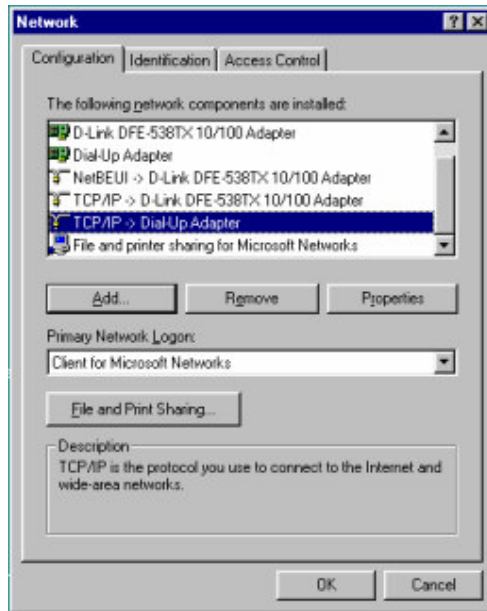
- To check if the PC has already an IP address, go to the MS-DOS Prompt and type **ipconfig < Enter >**. This will display the IP address of the PC if it has one.
- To check if the PC has an Ethernet card, go to **Settings > Control Panel > System > Device Manager**



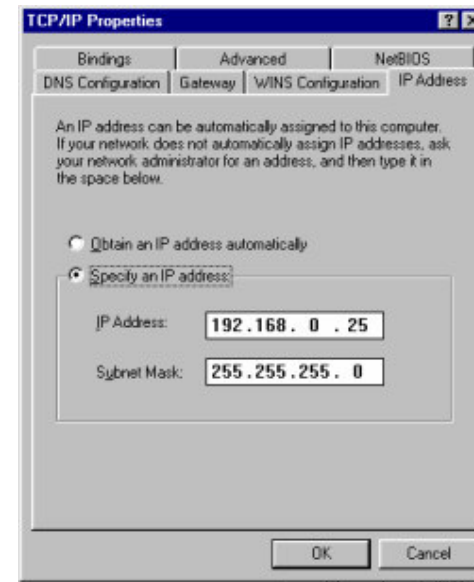
- If no Dial-Up Adapter or Ethernet card is present, either install a card or install the Microsoft Loop back Adapter provided by Windows.

2. **Step 2: Configure TCP/IP settings**

- After installing Ethernet card, it should first be configured for IP address. To configure, go to Setting > Control Panel > Network



- To set the IP address of the PC manually, click Properties.
- To set the friendly name (hostname) of the PC click on the tab Identification.



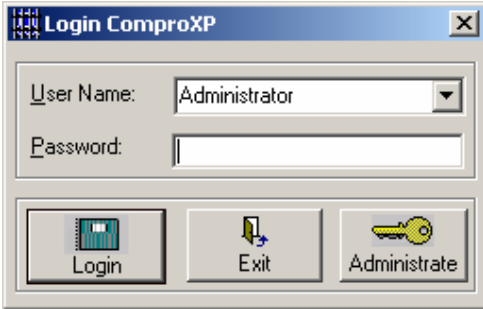
- Since the IP address for each PC has to be known beforehand, it has always to be entered manually. But make sure that the IP address does not clash, i.e. no two PCs should have the same IP address.

3. **Step 3: Installation of ComproXP Software components**

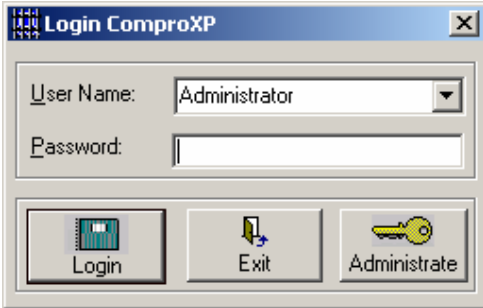
- ComproXP has 2 components to be installed separately:
- For Administration and Viewing of network activities, install ComproXP Client. The Client may be installed in any number of PCs.
- If the PC has Attendance Recording Devices (ARDs) connected to its local COM port, install ComproXP Server.

#Configuring ComproXP Client

4. Step 4: ComproXP Client Login

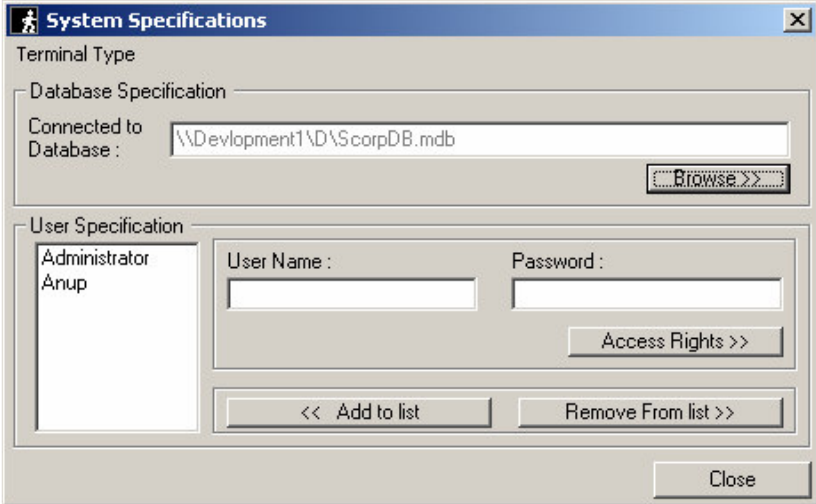


Log on using Username and Password. The default user name and password are “Administrator” and “FIPL”, respectively.



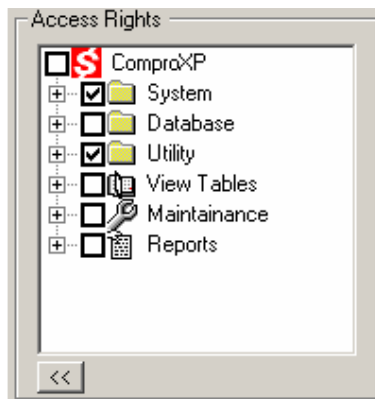
To configure the ComproXP Client Software run it and the following Screen will appear..

Type the Administrator password and click the [Administrate] button. The System Specifications dialog box will appear..



To specify the Database where it is going to connect, go to the Database Specification Section. The Connected To Database text box shows the path where the Client will try to connect the database. To change the path, click on the [Browse] button and select the ScorpDB.mdb file. During installation the ScorpDB.mdb file exists in the folder where you have installed the ComproXP Client Software. In case if you want to place the database in a centralized server, just copy the ScorpDB.mdb file to that PC and from the Client software, specify the location of the ScorpDB.mdb database file. Click on the [Close] button and login.

To Create a new user, type the username in the [User Name :] text box, type the Password and then click on the [Access Rights >>] button. The following section will appear...



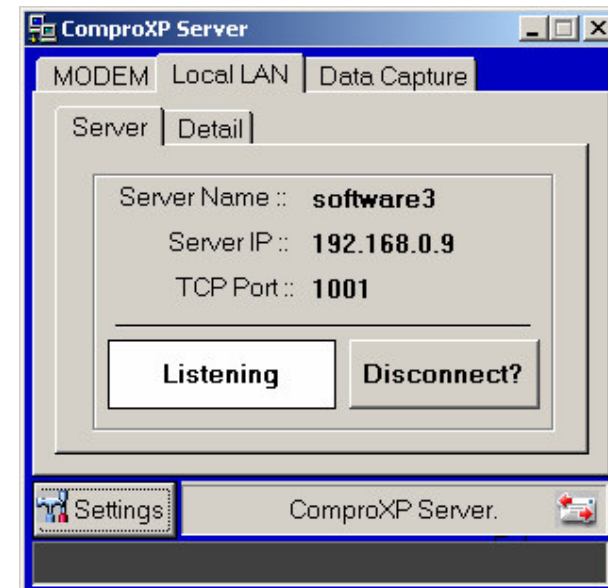
Tick the menus the user can access and then click on [<< Add to List] button. This will add a user with the specified access rights.

To change the access conditions for an user in the current system, you have to delete the user first by selecting the user from the user list and clicking on the [Remove from List >>] button and then again adding it.

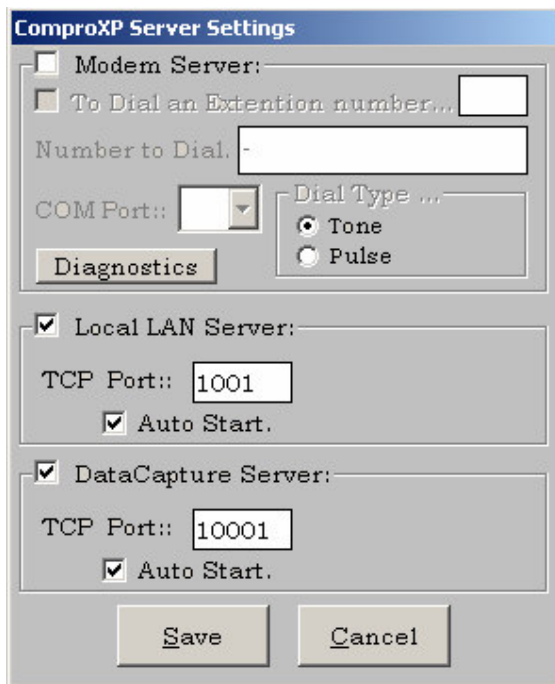
Note: These users can only work with the database in the PC. To download anything in the Terminal he have to know the Administrator password.

#Configuring ComproXP Server

To configure the ComproXP Server Software, click on the [Settings] button at the bottom left of the Server screen.



The following Settings screen will appear



There are three sections in the ComproXP Server settings.

1. Modem Server section

To activate the modem server, tick the Modem Server check box. The text box and check boxes in that section will activate.

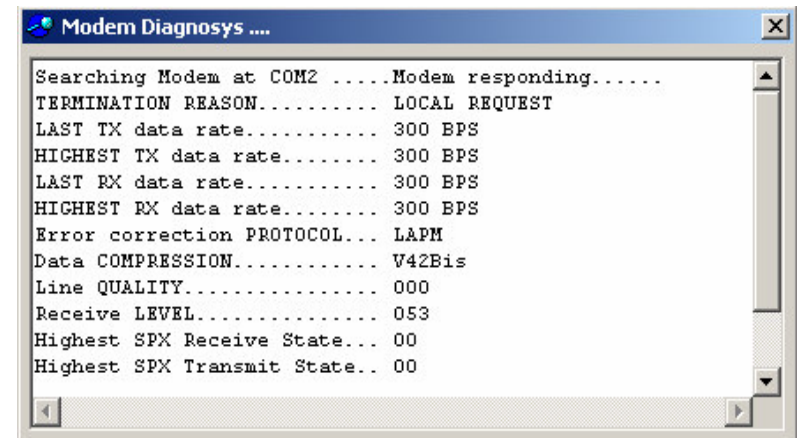
To dial an extension number with your original phone number, tick the extension number check box and type the extension number to dial.

Type the phone number in the Number To Dial dialog box.

Select the Com port in which your modem is connected.

Specify the dial type as Tone/Pulse.

After specifying all these, click on the [Diagnostics] button to know whether a modem is connected or not. If a modem is connected you will get a response like this...



Otherwise you will get an error like "Modem not responding."

2. Local LAN Server section

To activate the Local LAN server, tick the Local LAN Server check box. The text box and check boxes in that section will activate. [By default this section is activated. It is recommended not to make any changes in this section]. Still in case the default TCP port in that PC is already in use user may change it to some other number in the range of 1000 to 9999.

Keep the Auto Start check box ticked so that the LAN Server starts automatically on running the ComproXP Server.

The Local LAN Server is used to communicate with the Terminal and the ComproXP Client.

#Tutorial

3. Datacapture Server section

To activate the Datacapture server, tick the Local LAN Server check box. The text box and check boxes in that section will activate. [By default this section is activated. It is recommended not to make any changes in this section]. Still in case the default TCP port in that PC is already in use user may change it to some other number above 10000.

Keep the Auto Start check box ticked so that the Datacapture Server starts automatically on running the ComproXP Server.

The Datacapture Server is used to communicate with the Terminal and the ComproXP Client during Data capture.

After making all the changes , Click on the [Save] button to save the settings. This settings will take effect at next startup. So Please close the ComproXP Server program and start it again. There is no need to restart the PC.

The Attendance Recording Devices are generally connected in a serial network. But a special hardware device (called COBOX) enables them to connect to Ethernet that is a very fast and common communication medium of LANs. A mixed network of devices can now be formed where multiple devices are connected to both Ethernet and the serial ports of PCs, which are also connected to the Ethernet LAN. The software ComproXP deals with this mixed networking of attendance recording devices and communicates with them regardless of their position in the network. The prime goal of the software is to configure the devices according to user requirements and to capture attendance records from any number of devices and to store them in files. It also offers access control on various commands to prevent unauthorized changes in device configuration to occur. But it does not offer any form of accounting or analysis based on the collected database.

It is already mentioned that the devices can exist in a mixed network of serial ports and Ethernet ports. For serial ports, a number of devices can be connected to a single serial (RS232) port of a PC, which can have a number of such ports. For Ethernet ports, a number of devices can be connected to a single COBOX, which is linked to the Ethernet LAN where all the PCs are also connected. Since the COBOXes are connected to Ethernet, they communicate through TCP/IP with PCs. So the devices assigned to a COBOX can be accessed through TCP/IP along with the devices hardware protocol. But to access the devices connected to one of the serial ports of a PC, a communication server must be setup and be made to listen to a specified port to serve requests from a remote PC (client) to transfer data between the remote PC and the local serial port devices. The devices are then accessed through the server protocol along with the hardware protocol. Since the data can be collected by a number of clients, it must be stored in a single database, i.e. in a single PC which we call the database server.

Design of the Software

The software is broken up into two parts:

1) Client:

The client part is the main application which communicates directly with devices connected to COBOX ports and through the communication server programs running in other PCs to communicate to devices connected to their serial ports. It captures attendance records from attendance recording devices installed anywhere it to the database server. It also performs various device-specific functions through high level user inputs.

2) Communication Server:

The communication server serves as the communication medium between a client program running on a PC and the devices connected to a serial port of a remote PC connected in LAN.

Features of ComproXP Client

The ComproXP Client supports a variety of options on Attendance Recording Devices as listed below:

- + --**ComproXP**
 - + --**System**
 - + --[Install Port](#)
 - + --[Install Terminal](#)
 - + --[Define Access Group](#)
 - + --[Install Node](#)
 - + --[Assign Nodes](#)
 - + --[Define Time Zone](#)
 - + --**Database**
 - + --[Card Holder](#)
 - + --[Visitor](#)
 - + --[Holiday](#)
 - + --[Weekly Off](#)
 - + --[Holiday Card Holder](#)
 - + --[Holiday Master Card](#)

- + --**Utility**
 - + --[Scan](#)
 - + --[Status](#)
 - + --[Date Time Set](#)
 - + --[Data Capture](#)
 - + --[Terminal Mode](#)
 - + --[Lock Open](#)
 - + --[Emergency Lock Operation](#)
 - + --[Access Rights](#)
- + --**View Tables**
 - + --[Card Holder](#)
 - + --[Visitor](#)
 - + --[Holiday](#)
 - + --[Weekly Off](#)
 - + --[Holiday Card Holder](#)
 - + --[Holiday Master Card](#)
- + --**Maintenance**
 - + --[Swap COM Port](#)
 - + --[Backup](#)
 - + --[Restore](#)
 - + --[Master Setup](#)
 - + --[Data Capture Directory](#)
 - + --[Repair](#)
- + --**Reports**
 - + --[Attendance Report](#)
 - + --[Access Report](#)
 - + --[Visitor Report](#)
 - + --[Visitor Log Report](#)
 - + --[Visitor Movement Report](#)
 - + --[In Out Report](#)

Some other accessories provided by ComproXP Client:

- [Changing Password.](#)
- [Setting Timeout & Retry](#)
- [Online Viewing](#)

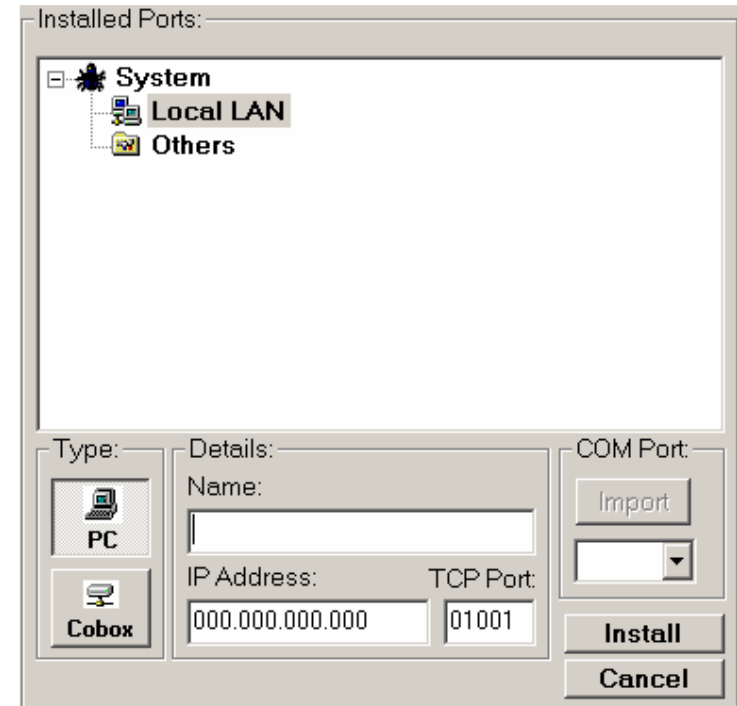
#Main Client Window



After you login in ComproXP Client the main windows will appear like the one shown above. Now you can select different options from the menu tree on the left side of the main window and according to the selection respective screen will appear on the right hand side of the window. To make a fresh installation you have to just follow the menu sequence appear in the tree.

MainClientWindow

#Install Port



To start the system user have to first install a computer port in which the terminal is connected, or a Cobox. For installing a COM port, make sure the Communication Server is installed and running on the PC, otherwise the list of free COM ports cannot be imported.

InstallPort

Select the Local LAN and the cursor will blink in the Name: field.

- **To install a Cobox**, select [**Cobox**] button, and the following screen will appear. Now enter Name, IP address and TCP port [default 10001] of the Cobox and click **Install**. The name can be any thing, It is just a friendly reference to the Cobox.

Type: **PC** / **Cobox**

Details: Name: [] IP Address: 000.000.000.000 TCP Port: 10001

COM Port is the default COM port configured in Cobox....

Install Cancel

- **To install a Computer**, select [**PC**] button, and the following screen will appear. Type its hostname, and then click **Import** to import the list of free COM ports of the PC. Then select a COM port and click **Install**. Note user may specify a different user friendly name for the PC, in that case he/she have to type the IP Address of the Server PC or Otherwise the IP address will be automatically retrieved on Clicking the [Import] button.

Type: **PC** / **Cobox**

Details: Name: [] IP Address: 000.000.000.000 TCP Port: 01001

COM Port: Import []

Install Cancel

On success installation of the PC or the Cobox it will appear in the tree under Local LAN.

To Delete a PC or a Cobox , Select and then right click on it. A shortcut menu with delete option will appear. Select the Delete option and it gets deleted [Provided no terminal is installed in any com port of that PC or the Cobox].

To Update any information on that PC / Cobox , select it. Update the specific information, and then click on the [Update] button.

To Install a new COM port under an existing PC, select the PC, Click the [Import] button and select the new COM port. Now click on the [Install] button to install the COM port.

#Install Terminal

Installed Terminals:

- System
 - Local LAN
 - Software3
 - COM 1
- Others

Scorp Details:

Name: [] Type: []

Add: [] [2 dig. in HEX]

Anti Passback

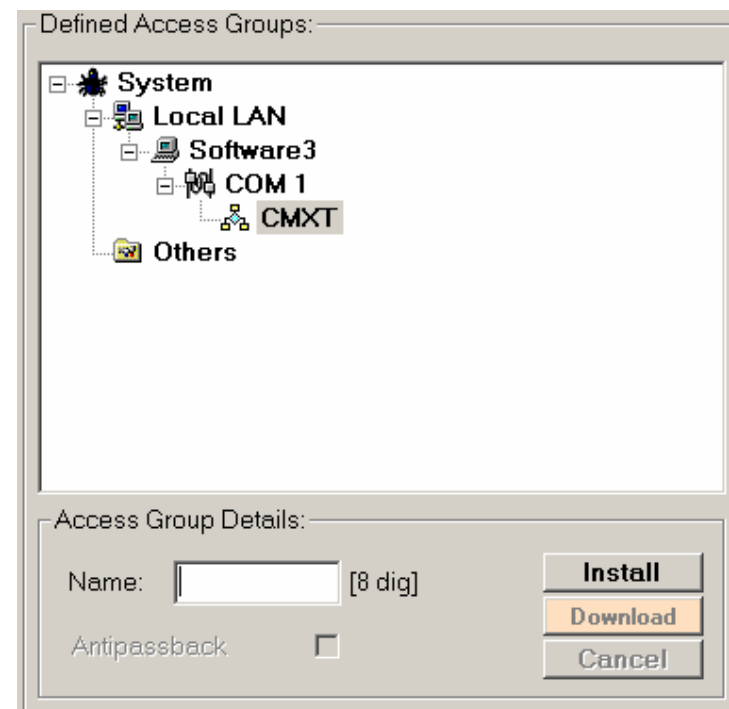
Install Download Cancel

InstallTerminal

Before performing any device operations, first install a terminal (Attendance Recording Device) in one of the install ports.

- **To install a terminal**, click on a port (a Cobox or a COM port) in the tree-view. Enter a Name for the terminal, select the Type of terminal, select the Address of the terminal [as set in the terminal]. Also check the [Antipassback](#) box if [Antipassback](#) is need to be enabled. Now click [**Install**] to install the terminal.
- **To uninstall a terminal**, click on the terminal to select it. Then right click on it and select **Delete** in the popup menu.

#Define Access Group

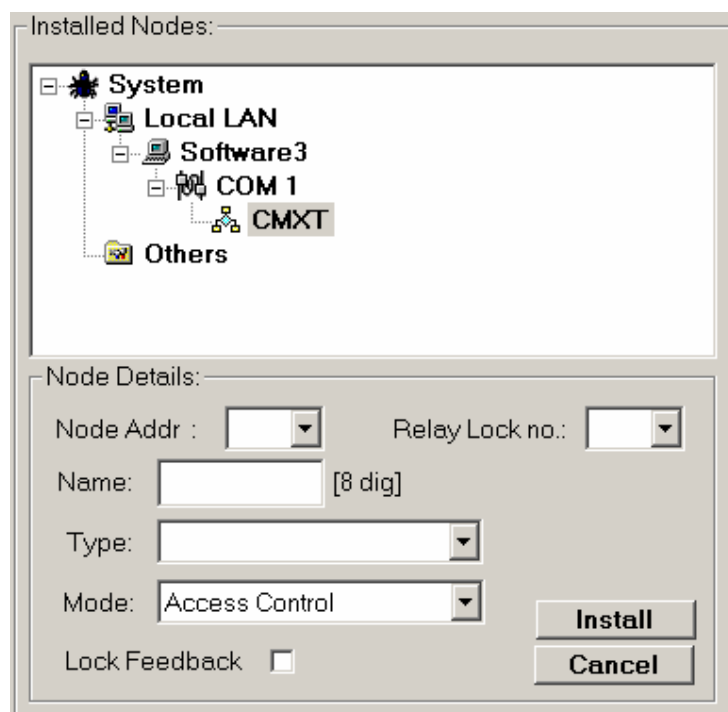


On clicking the Define Access Group menu the above window will appear.

- **To Install an [Access Group](#)** select the terminal from the tree view. Type the group name, it may be any name that identifies the zone clearly. For e.g to Identify a Server Room you can specify the group name as ServerRM.
- **To Delete an [Access Group](#)** right click on that group and select **Delete** in the popup menu.

DefineAccessGroup

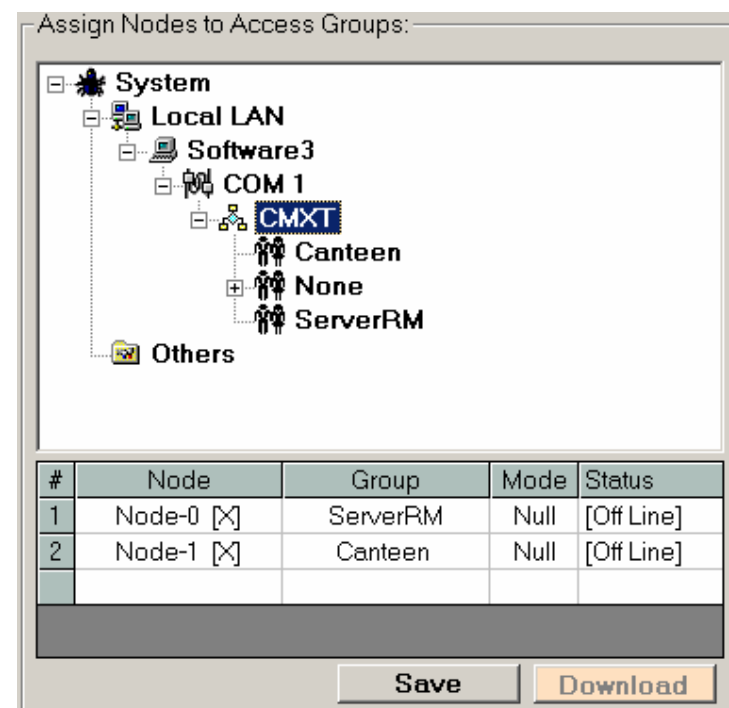
#Install Node



Click on Install node in the main menu and the above screen will appear.

- **To Install a node / reader** select the terminal from the tree view. Type the Name of the reader. Select the Node Address, Relay Lock no it is connected to, the Type of node (Barcode / Proximity / Keyboard) and the Mode (Access Control / Attendance) in which it will operate. Check Lock Feedback if required. Then click on the [Install] button to install the node. On successful installation the node will appear in the tree view under the terminal.
- **To Delete a node / reader** right click on that node and select **Delete** in the popup menu.

#Assign Nodes



Click on Assign nodes in the main menu and the above screen will appear.

- **To Assign a node in a group**, select the terminal whose nodes you want to assign. The installed nodes will appear in the grid below. By default the nodes are in None group. Just click on the group name in the grid, and you will get a list of all the installed groups. Select the group. To choose the Mode of operation for the nodes, whether it is NULL/ IN / OUT, click on the Mode grid for that node. Change it and click on [**Save**] button to save the settings. This will save the settings in the Local database. To update it in the terminal so that it works

accordingly, just select the terminal once. Then select the node name in the grid. Now click on **the [Download]** button and it will download the information for that node in the terminal. On successful updation in the terminal the status of the node becomes [Online]

- **To change the Assignment for a particular node**, select the terminal and then if the node is [Online] make it [Off Line] first. **To make the node [Off Line]** right click on the status of the node and a popup menu showing [Make OffLine] will appear. Click on it to make the node Off Line. Now you can change the information for that node. Click on [Save] button to save the information. Then download the information in the terminal to make the settings effective.

Note: You will get a tag with the node name in the grid, like [X] / [A] which specifies that the node is an Access Control[X] node or an Attendance[A] node.

#Define TimeZone

Click on Define TimeZone in the main menu and the above screen will appear.

- **To Add a new TimeZone** under a group, select the group first. Type a name for the TimeZone. Type the From time and the To Time in 24 hours mode.
- **To make the timezone applicable for Holidays**, tick the [Holiday] check box in the [Application for:] row.

DefineTimeZone

Card Holder Details

ID:

First Name:

Middle Name:

Last Name:

Department:

Designation:

Type the Card ID (max 8 digits), the Cardholder's name, Department , and the Designation and click on [Add] button to add it in the database. The [Add New] button will add the current card holder and will prompt to add another one. On adding a new cardholder the ID will appear in the cardholder list.

- **To modify a Cardholder information**, select the ID and click on the [Edit] button. The cardholder addition screen will appear with all the information of the selected card and a [Update] button. Change the information's as required and ckick on [Update] to update the information.
- **To Delete a Cardholder** , select it and click on the [Delete] button to delete.

- **To Assign one or more cardholder** to a particular timezone, select them and click on the [Assign] button. The following assignment screen will appear.

Assignments:

--Select--
Terminals for
Download

System

Local LAN

Software3

CMXT

Canteen

Tiffin

ServerRM

Others

00000101

00000102

[Terminal Download and Deletion]

Tick the timezone in which you want to assign the Cardholder's . You may select multiple timezones for assignment. Save the assignment by clicking on [Save Assignment] button and the following [Prime Group](#) selection screen will appear.

#Holiday

The screenshot shows a window titled "Holiday Database". At the top, it displays "February 2003" with dropdown menus for "February" and "2003". Below this is a calendar grid with columns for Sun, Mon, Tue, Wed, Thu, Fri, and Sat. The dates are: Sun (26, 2, 9, 16, 23, 2), Mon (27, 3, 10, 17, 24, 3), Tue (28, 4, 11, 18, 25, 4), Wed (29, 5, 12, 19, 26, 5), Thu (30, 6, 13, 20, 27, 6), Fri (31, 7, 14, 21, 28, 7), and Sat (1, 8, 15, 22, 1, 8). Below the calendar is a list of holidays, with "09-12-2002" selected. To the right of the list are buttons: "<< Add to list", "Remove >>", and "Assign".

Click on the Holiday option from the main menu and the above screen will appear.

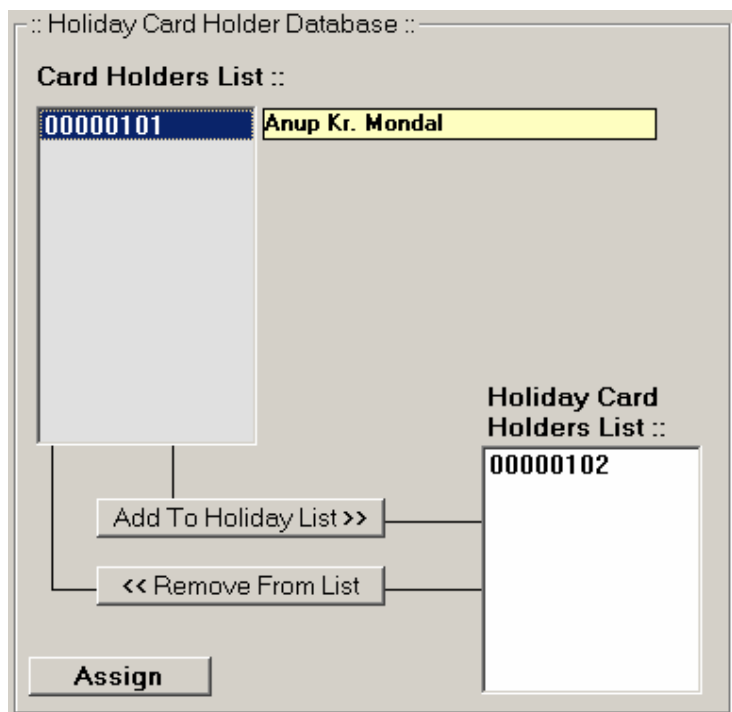
- **To add a Holiday** in the holiday list select the date from the date selector and click on the [<< Add to List] button to add the holiday in the list below.
- **To Delete a Holiday** from the list, just select the date from the list and click on the [Remove >>] button to remove the holiday.
- User can **assign one or more holiday** to a terminal by selecting the holidays from the list and clicking the [Assign] button. Tick the terminal and click on [Save Assignment]. Download this in the terminal to take the effect.

#Weekly Off

The screenshot shows a window titled "Weekly Off". It features a vertical list of days: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, and No Weekly Off. Below this list is a button labeled "Assign >>".

To assign an weekly off to the terminal, select the day from the day list, and click on [Assign] button. The assignment screen will appear. Tick the terminals for whom the weekly off is to be set. Save the Assignment and Download the information to the terminal.

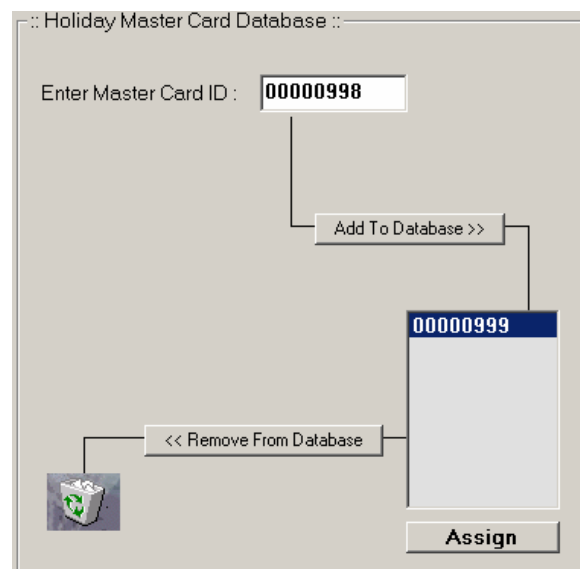
#Holiday Card Holder



Holiday Card Holders are Card Holders who are allowed to come in holidays for some special job. To create a list of holiday card holder, select the Holiday Card Holder option from the main menu. The above screen will appear.

- The list box at the top shows the list of Card Holder exists. User have to add a Holiday card from that list only. **To Add a Holiday Card** , select the card from the Card Holder list and click on the [Add To Holiday List >>] button. On successful addition the ID will appear in the Holiday Card Holders list.
- **To Delete a Holiday Card** holder , select the Holiday Card from the list and click on the [<< Remove From List].

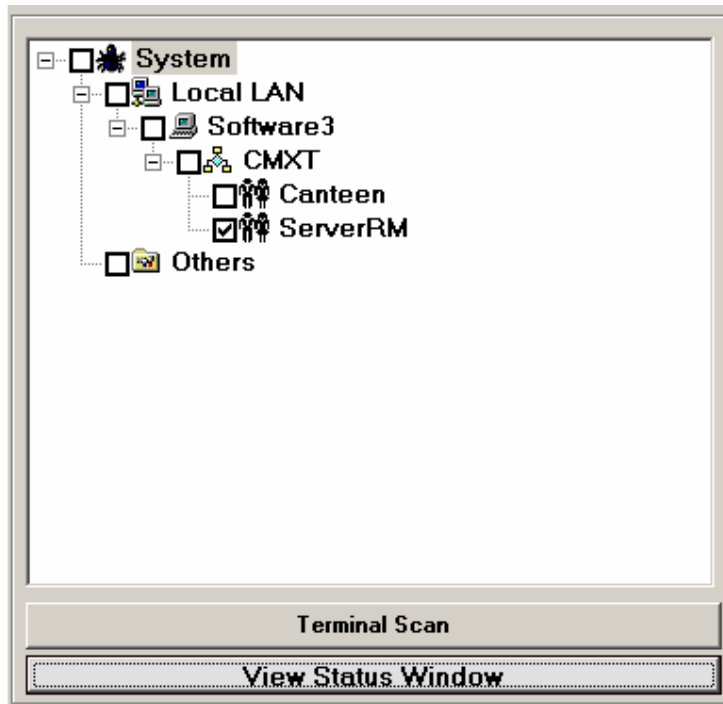
#Holiday Master Card



To Add a Master Card click on the Holiday Mastercard option from the main menu. The above screen will appear.

- **To Add a Holiday [Master Card](#)**, type the Card ID in the text box and click on the [Add To Database] button to add it in the List below.
- **To Delete a Holiday [Master Card](#)**, select the card from the list and click on the [Remove from Database] button to remove it from the list.
- **To Assign one or more card** to a reader , select the ID's and click on the [Assign] button. The Assignment screen will appear. Select a group from the tree view, and click on [Save Assignment] to save the information. Download the information to the terminal to make the cards effective.

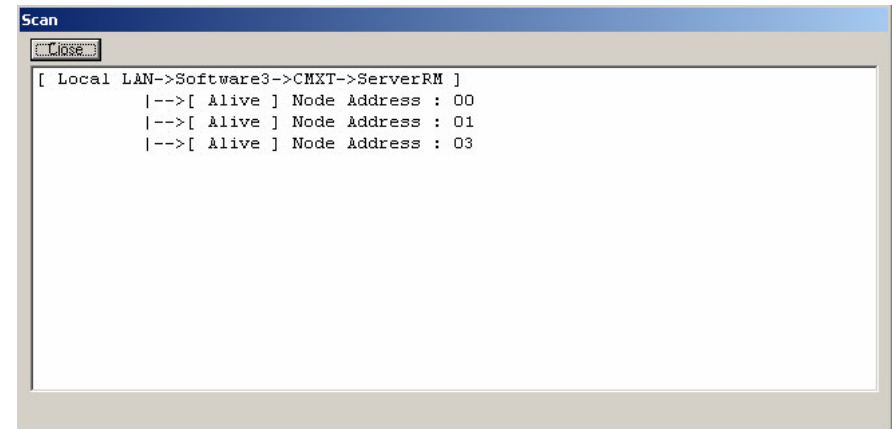
#Scan



To Scan the terminal to see whether it is Alive or Dead, click on the Scan option from the main menu and the above screen will appear.

Select a group or a terminal from the list. [You may also select more than one group / terminal]. Click on the [Terminal Scan] button to scan the selected terminals / groups.

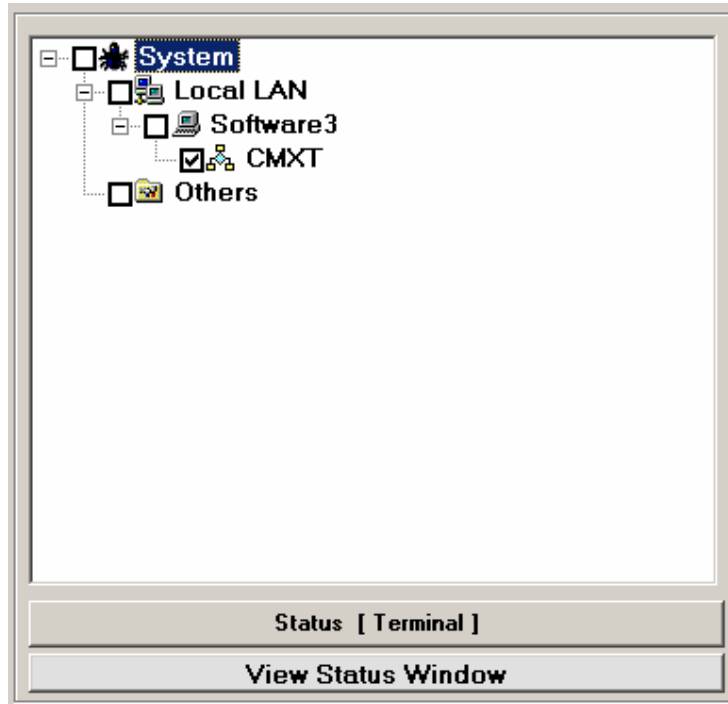
The Client software will communicate with the terminal and the following screen will appear...



This screen shows the groups and the nodes assigned to them and they are currently Alive. The scan gives a picture of what assignments are there in the terminal. You can use this to match the picture of your database with that of your terminal. In case you get a mismatch, it means you have missed some assignment downloads. In that case we recommend to Download that assignments again.

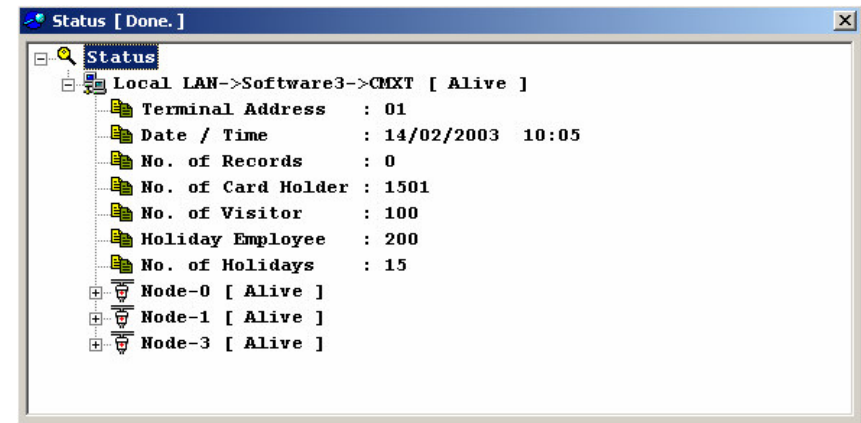
For more details of the picture in the terminal select the Status option in the main menu.

#Status



To read the status of the terminal click on the Status option from the main menu and the above screen will appear.

Select the terminal from the treeview. [You may select more than one terminal at a time]. Now click on the [Status [Terminal]] button. The software will communicate with the terminal and produces the report of the status.



This screen shows the status of the terminal and the nodes attached to it.

In the terminal status you will get the

Terminal address	-	Address as set in the terminal.
Date / time	-	Date & Time as set in the terminal [dd/mm/yyyy hh:mm]
No. of Records	-	Number of ID punches stored in the terminal.
No. of Card Holder	-	Number of Cardholder ID's downloaded in the terminal.
No. of Visitor	-	Number of visitors downloaded in the terminal
Holiday Employee	-	Number of Holiday Employees downloaded in the terminal.
No. of holidays	-	Number of Holidays downloaded in the terminal.

If you explore the node properties you will get the followings

```

Node-0 [ Alive ]
├── Group Number      : 01
├── Node Address      : 00
├── Date              : 14/02/2003
├── Time              : 10:05:00
├── Day Of Week       : Friday
├── No Of Time Zones  : 01
├── No Of Master Card : 00
├── No Of Holiday's   : 15
├── Weekly off        : No Weekly Off
├── Type              : Proximity
└── Mode              : Attendance [ IN ]

```

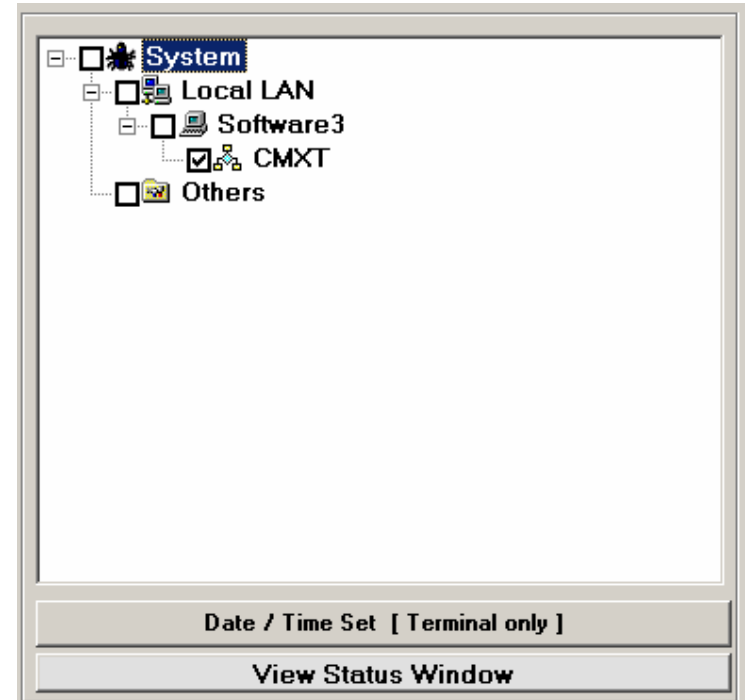
This screen shows the Group Number

- The group in which the Node is assigned [The numbers are given in sequence you have created the groups in the software.

Node Address - Address of the Node.
Date - Date as set in the node [dd/mm/yyyy]
Time - Time as set in the node [hh:mm]
Day of week - Day of the week as set in the terminal
No of TimeZones - Number of timezones downloaded for the node
No of Mastercard - Number of Mastercard downloaded for the node
No of Holiday's - Number of holidays downloaded in the terminal. [This equals to the number of holidays in the terminal]
Weekly off - Weekly off as set in the terminal.
Type - Type of the node as set.
Mode - Mode as set in the terminal.

You can use this to match the picture of your database with that of your terminal. In case you get a mismatch, it means you have missed some assignment downloads. In that case we recommend to Download that assignments again.

#Set Date Time

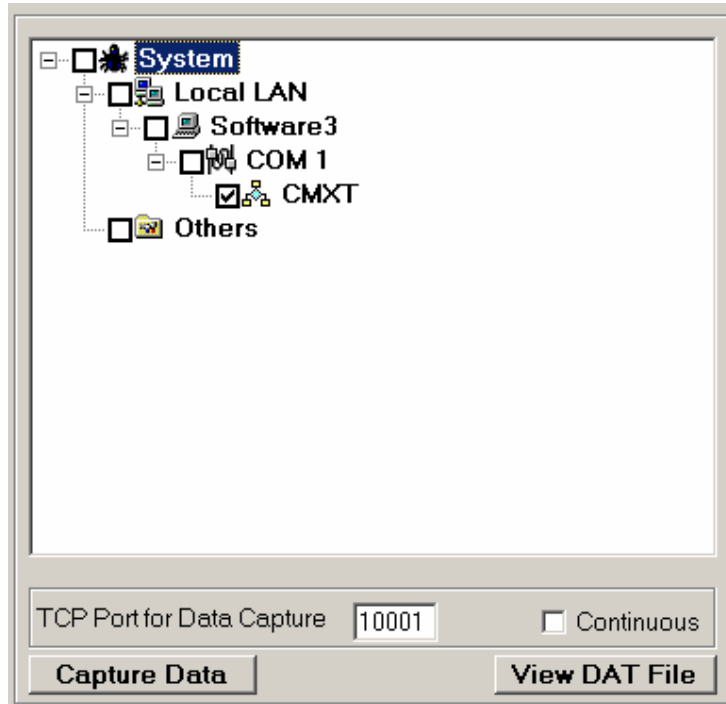


To set the Date & Time in the terminal, select the Set Date Time option from the menu and the above screen will appear.

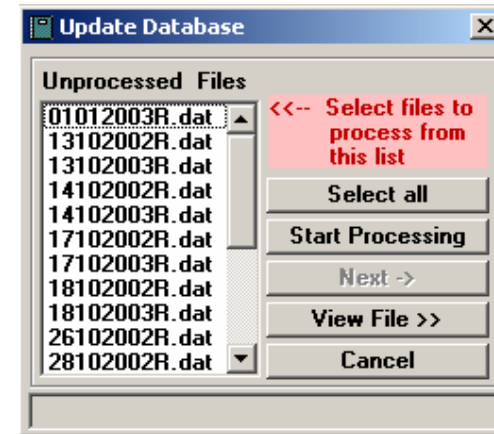
Select the terminal whose date time you want to set and click on the [Date / time Set] button . This will set the date time of your PC in the terminal.

#SetDateTime

#DateCapture



To Capture the punched records stored in the terminal, select the DataCapture option from the main menu , and the above screen will appear. Select the terminal/s from the treeview and then click on [Capture Data] button to capture all the data from the selected terminal and store it in ddmmYYYYR.dat file. The format for this file is given at the end of data capture section. When all the data from the selected terminals are captured, the operation stops and prompts the user whether he wants to update the database now? If he clicks on [yes], the following screen showing all the .dat files will appear...



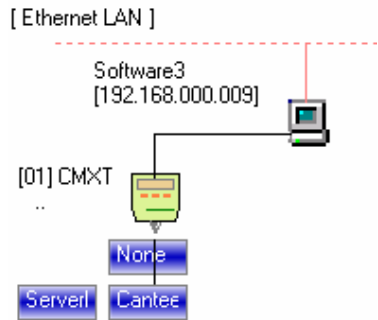
User can select a particular file to update, or he may select all the files using the [Select all] button. He then have to click on [Start processing] to update the database. The system will then update the database from the selected files.

To Stop the datacapture in the middle, click on the [Stop] button.

The Continuous check box in the datacapture screen if ticked, will go on capturing the data from the selected terminal till the user stops it manually by pressing the [Stop] button. The Continuous capture mode is used, normally when there is a need of viewing the online graphics of who is entering the premises and by which gate. To view the online graphics user have to first make the Online Viewing on , by selecting the Settings -> Online Viewing menu item from menu bar. This will reflect the captured data in the Floor map. Now start Datacapture, and to view the floor map, user have to click on the floor map icon in the Toolbar as shown below.



And the following screen will show the view of the terminal and the nodes attached.



Whenever a user punch a card in the terminal, the color of that group in which he is entering will become green, and his ID will appear beside the terminal.

During Datacapture , Timepro compatible **ddmmyyyy.CAP** files are also created in the Data Capture directory , which is by default the **Data directory** in the folder where ComproXP client is loaded. User may change it to any directory in the network or in the local PC.

Format for the **.DAT** files created after data capture is as follows...

**xxx.xxx.xxx.xxx|^F AA XX G N MMDDCCYY HHMM IDIDID SB1 SB2
RRRR bc [lf] [cr]**

IP Address

XX = Scorp Address
G = Group Address
N = Node Address
MMDDCCYY = Month Date Year
HHMM = Hour Minute
IDIDIDID = Card ID
SB1 = Status Bit 1
SB2 = Status Bit 2
RRRR = Record Number

SB1 bits [7 6 5 4 3 2 1 0]

bits 1 0 [Provides information for the database in which the ID was found]

 0 1 Visitor Database
 1 0 Employee Database
 1 1 Holiday Employee Database
 0 0 No Database

bit 2 [Provides information whether the ID is found in a specified group]

 1 ID found in Group
 0 ID not found in the Group

bit 3 [Provides information whether the Timezone matches or not]

 1 Timezone matches
 0 Timezone not matched

bits 5 4 [Provides information from which type of reader the card is punched]

 0 0 NULL Reader
 0 1 IN Reader
 1 0 OUT Reader

bit 6 [Provides information whether the Previous card is Master Card or not]

 1 Previous Card is Master Card
 0 Previous Card is not a Master Card

bit 7 [Provides information whether the Lock is opened after that transaction]

 1 Lock opened
 0 Lock not opened

SB2 bits [7 6 5 4 3 2 1 0]

bit 0 [Provides information whether the ID punch date is a holiday or not]

1 It's a holiday
0 It's not a holiday

bit 1 [Provides information about the status of Antipassback during punch time]

1 Antipassback enabled
0 Antipassback disabled

The other bits of SB2 are currently unused

Data format for .CAP files [Timepro comtatibility] [Total 37 chars]

AA XX MMDDCCYY HHMM IDIDIDID IO MC RCNT bc
[LF][CR]

#Terminal Mode

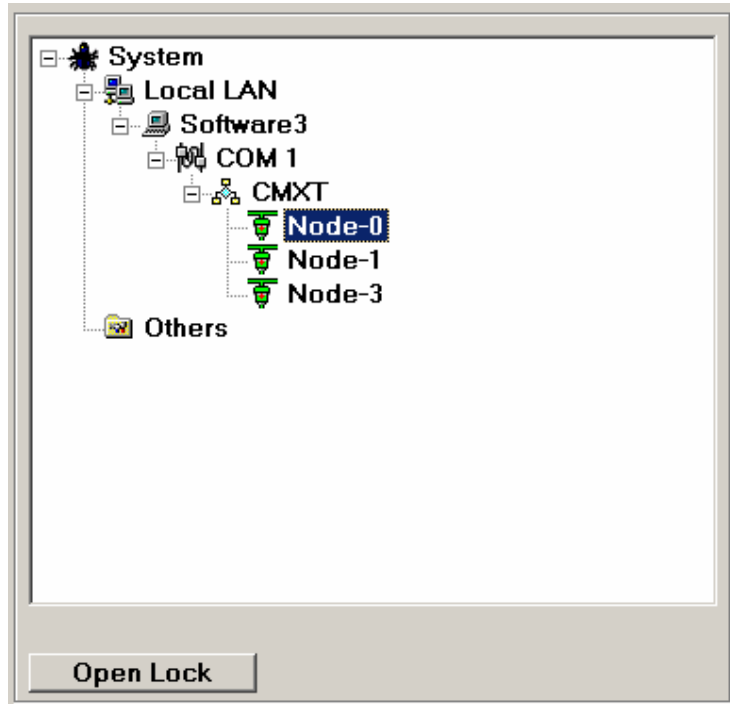


To send a raw string to the COM port, select the Terminal Mode from the menu and the above screen will appear.

Select the COM port from the treeview. Enter the string in the text box. (Note... there is no need to enter the binary checksum, because the system will calculate the checksum on sending the data). Then click on the [Send] button to send the data to the COM port. The received string will be shown in the text box below.

#TerminalMode

#Lock Open



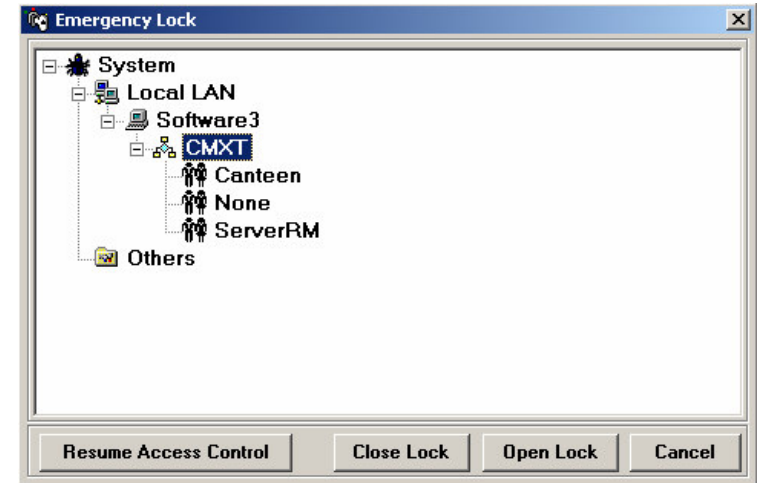
To open the lock connected with a particular node / reader, select the Lock Open option from the menu and the above screen will appear.

Select the Node and click on [Open Lock] to open the lock attached with that node / reader.

The lock will be automatically closed after a certain time period as specified in the terminal. There are special strings to configure this time, which is to be send using Terminal mode. This is a one time configuration and no menu options are provided in the software to configure it.

#LockOpen

#Emergency Lock Operation

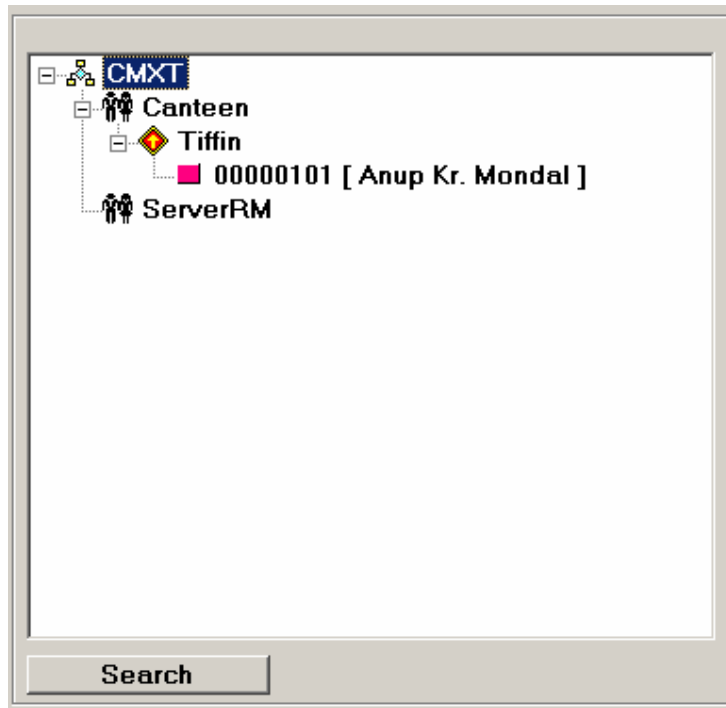


Emergency Lock operations are performed when there is an emergency need to Open / Close locks of a particular group , or a terminal. For e.g in case of fire you have to open the locks of a group immediately. There you can use is option.

- **To open the locks** of a group or a terminal, select it and click on [Open Lock] button.
- **To close the locks** of a group or a terminal, select it and click on [Close Lock] button.

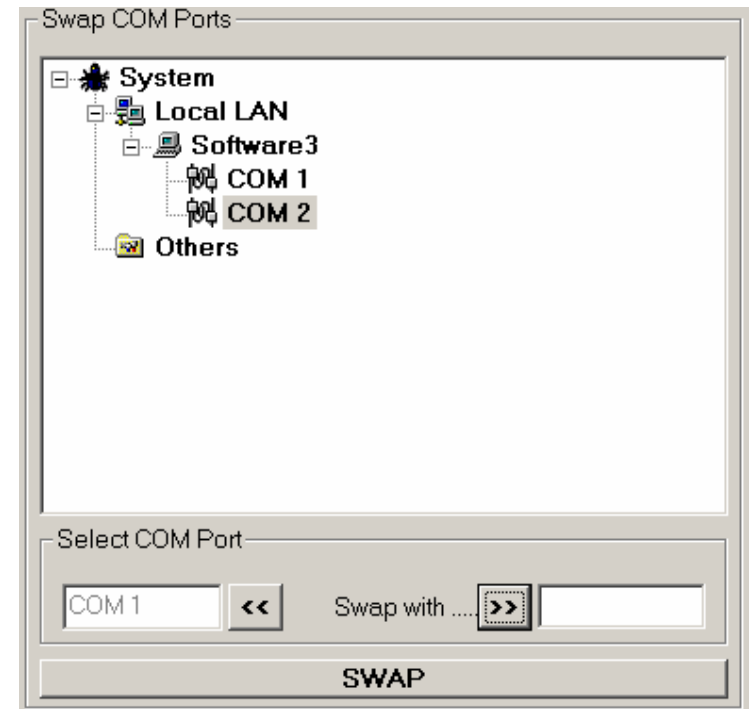
Note: Whatever operations you perform on the groups or the terminal, to take it to the normal access control mode, you have to Resume the Access Control of that group or terminal. Otherwise the lock will be opened or closed forever.

#EmergencyLockOperation



The above screen displays the assignment details of the CMXP terminal. Here it shows that card id 00000101 is assigned in the Tiffin timezone of Canteen group. The red icon besides Tiffin timezone indicates that the timezone is not downloaded in the terminal. Otherwise you will get a green icon. Similarly the red icon beside card id number indicates that the card id is not downloaded in the terminal.

#Swap Com Port



Swap Com Port is required whenever there is a need to change the current COM port in which the terminal is connected. It may be due to some problem in the current port. In that case you don't have to create the terminals and the groups under that port again. You just swap the port and your terminal will get attach with the swapped port.

You can swap the ports of the same PC only.

To Swap a Port you have to select the Swap Com Port option from the main menu and the above screen will appear. Select the port you want to swap by clicking on the [<<] button at the middle. Also select the port you want to swap with. Now click on the [SWAP] button to swap the ports.

#SwapComPort

#Backup



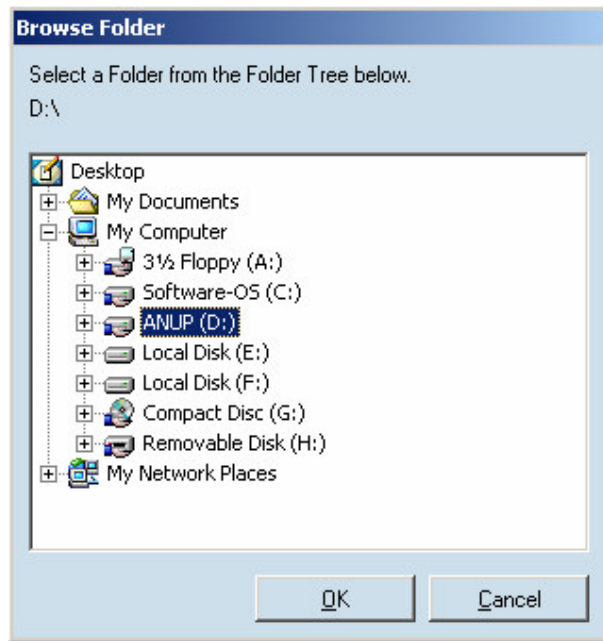
The Backup option is used to take the backup for the database [ScorpDB.mdb] or the .cap files. Click on the Backup option in the main menu, and the above screen will appear. Select the filename by clicking on browse. The filename with path will appear in the text box. Now click on [OK] button, and the system will ask for the path in which you want to take a backup. The system will take a backup in the selected folder.

#Restore



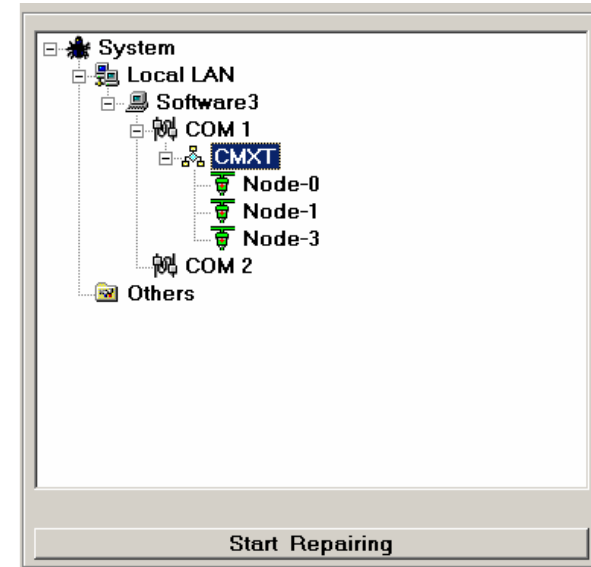
The Restore option is used to restore the database [ScorpDB.mdb] in the original position in case the current one gets corrupted. To Restore the database select the Restore option from the main menu, and the above screen will appear. Select the Restored file by using the [Browse] button. Now click on [OK], and the file will be restored in it's original position.

#Data Capture Directory



Data capture directory is the directory where the .cap files are created after a successful data capture. The default data capture directory is the Data directory under the path where ComproXP client is installed. To specify a different path, select the Data Capture Directory option under Master Setup in main menu, and the above directory browser will appear. Select the path and click on [OK]. In this way you can set the directory.

#Repair

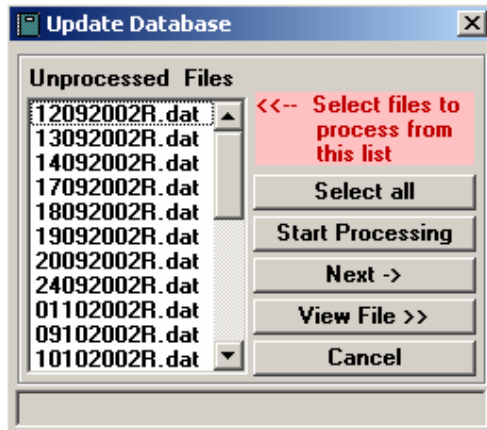


Repairing a Terminal is needed in case the motherboard for the terminal is replaced due to some faults in the hardware. In that case there is no need to download all the settings for that terminal from the respective screens, which is a time consuming operation. You just click on the Repair option and select the terminal to repair. Click on [Start Repairing] and the system will download all the information from the local database to the terminal, and on successful repair, the terminal will be ready to use.

Note : The repair option takes into consideration that there is nothing downloaded in prior to the terminal. Please don't run repair if you want to download a certain settings like Making a node Online or to Download a cardholder.

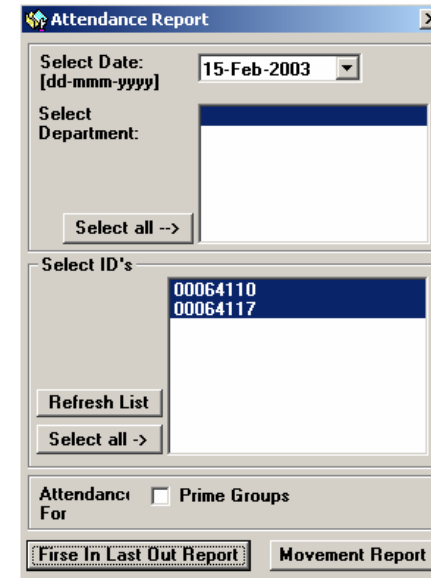
#Reports

ComproXP client software provides some simple reports from the Captured data. All the reports provides a general Update Database screen before startup, because the reports are generated from the database and user must update the database before he proceed further.



From the Update Database screen user may select a particular .DAT file, or he may select all the files and click on [Start Processing] to update the database. Then he must click on [Next ->] button to proceed further.

#Attendance Report



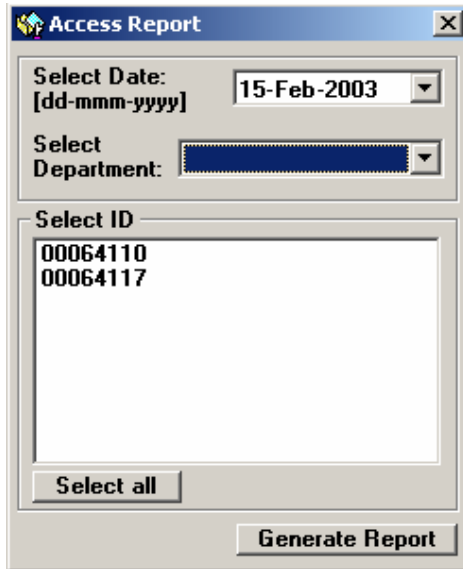
Attendance reports have two options in it. One is the **First In Last Out report** and the other is **Movement Report**. User must select the report date, the Department and the Card Ids for which the reports are generated. To get a report for the **Prime Group** only, tick the Prime Group Check box. Now click on the buttons as required and the Attendance report for those employee will be generated.

The **First In Last Out report** will provide the First IN punch and the last OUT in that day for the employee.

The **Movement Report** provides all the punches an employee had done in the whole day.

Note: Attendance reports will be generated with the data from the IN and the OUT readers only

#Access Report



The screenshot shows a dialog box titled "Access Report". It contains the following elements:

- A "Select Date:" label with a dropdown menu showing "15-Feb-2003" and the format "[dd-mmm-yyyy]".
- A "Select Department:" label with a dropdown menu.
- A "Select ID" label above a list box containing two entries: "00064110" and "00064117".
- A "Select all" button located below the list box.
- A "Generate Report" button at the bottom right of the dialog.

Access report provides the details of the punches made by a Card holder in a particular day. User must select the date ,the Department and the card ids and click on [Generate Report] button to get the report.

#Visitor Log Report



The screenshot shows a dialog box titled "Visitor Log". It contains the following elements:

- A "Select Issue Date:" label with a dropdown menu showing "15-Feb-2003" and the format "[dd-mmm-yyyy]".
- A "Generate Report" button at the bottom right of the dialog.

Visitor Log Report provides the details of, when a visitor has been assigned to a particular group by the Visitor Card issuing authority. User must select the date and click on [Generate Report] to view the report.

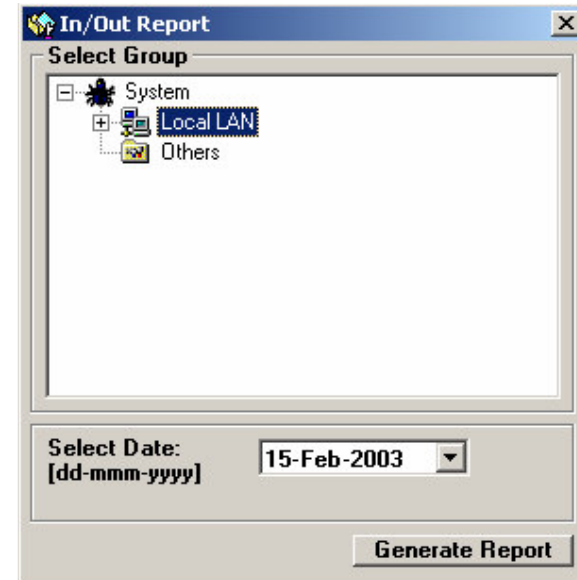
#Visitor Movement Report



The screenshot shows a dialog box titled "Visitor Movement Report". It features a "Select Date:" label with a dropdown menu showing "15-Feb-2003" and a format "[dd-mmm-yyyy]". Below this is a "Select Visitor ID's" section with a list box containing three IDs: "00053650", "00053745", and "00064111". At the bottom left is a "Select all" button, and at the bottom right is a "Generate Report" button.

Visitor Movement report provides a details on the movement of a Visitor in a particular day. User must select the date and the visitor cards to get the report.

#In Out Report



The screenshot shows a dialog box titled "In/Out Report". It features a "Select Group" section with a tree view containing "System", "Local LAN", and "Others". Below this is a "Select Date:" label with a dropdown menu showing "15-Feb-2003" and a format "[dd-mmm-yyyy]". At the bottom right is a "Generate Report" button.

In Out report provides the In Out punches for a particular group in a particular day. User must select a group from the list and select the Date, and click on [Generate Report].

#Changing User Password

To change the user password, user must select System -> Change User Password from the menu, and the following screen will appear.

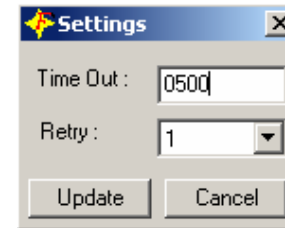


The image shows a dialog box titled "Change Password [UserName: Administrator]". It contains three text input fields labeled "Enter Old Password", "Enter New Password", and "Confirm New Password". At the bottom, there is a yellow key icon, an "Update" button, and a "Cancel" button.

Type the Old Password, the New Password and click on [Update] button to change it.

#ChangeUserPassword

#Setting Timeout and Retry



The image shows a dialog box titled "Settings". It has two fields: "Time Out" with a text input containing "0500" and "Retry" with a dropdown menu showing "1". At the bottom, there are "Update" and "Cancel" buttons.

Timeout and Retry is used during communication with the terminal. User may set the timeout in milliseconds and can select the number of retries as required. Then he have to click on the [Update] button to take effect.

#Online Viewing

To get an online view of the punches during continuous data capture user have to keep the Online Viewing ticked. Otherwise the punches will not be reflected in the Floor map.

#SetTimeoutRetry

#OnlineView

#Concepts Implemented

This section of the manual contains some advanced concepts implemented in the terminal which enforces a customer specific and high-end user authentication.

Antipassback

Antipassback is a feature of the nodes / readers installed in the terminal. Enabling Antipassback for a node will make the nodes / readers work in a way such that, if an user entered the premises punching his card in a IN reader, will not be allowed to punch his card on that reader until he makes a punch in the OUT reader. This is implemented to make sure that a person who had entered the premises must get out before re-entering again. So there will be a track of the time in which the person had entered and when he had exited, and there is no way a second person can enter the premises with the same card.

Note: For terminals like **Scorp** Antipassback is a feature of the terminal itself. Hence if antipassback is set for that terminal it will affect all the readers attached to that terminal. In case of others Antipassback is a feature on the access group.

Access Group

Access Groups represents a specific zone / region inside a campus. For e.g a campus may contain a Dining Hall, a Server Room, an R & D division , an Accounts division etc. etc. User may create a group for each divisions, and within a group there are readers that controls the access for that region.

Concepts Implemented
Antipassback
AccessGroup

#TimeZone

Timezones are time periods in a day in which the access to different users can be controlled. For e.g if a company runs three shifts in a day, A shift ,B shift and C shift, then they can control the access for their employees in a particular shift.

Master Card

Master Cards are cards used to give some special access to a person inside a premises. The person who has a master card have to first punch the master card in the reader, and then immediately punch his card. If the Master card is assigned in that group, he will be given access.

Prime Group

Prime Group for an employee / cardholder is the group / room where he works. This is required in case when you want to keep an attendance of an employee when he actually entered his working place. The necessity of a prime group arises when you want to trace the actual working time of an employee. In that case you have to keep an IN access control reader in the entrance and an OUT access control reader in the Exit of the room, and they will be working in Antipassback mode. Reports are provided in ComproXP Client software that shows the IN and OUT time of the cardholder in his prime group.

TimeZone
MasterCard
PrimeGroup

#Troubleshooting

Troubleshooting tools are especially useful when a terminal behaves erratically, a software menu doesn't run properly, or when you just want to perform simple maintenance tasks on the terminal. You may go through the following situations to solve your current problem.

1. ComproXP Client application was so slow for opening every window it is taking lots of time

Normally it takes hardly 500ms to switch between screens. The screen switching takes time only when the database is loaded in a remote PC. In that case the TCP/IP delay counts. If you want a better performance, I will suggest to load the database in the local PC where user normally does the data uploading and downloading tasks. This screen switching problem in Cardholder screen happens in case there are more than 2000 employees. Also you please check out the memory usage and the processor usage of the system by other applications running. To get a better performance, please stop the unnecessary applications that are running in the background.

2. ComproXP client is unable to connect the database and is giving an error like "Error connecting Database.. Please contact Administrator".

This normally happens when the database file ScorpDB.mdb gets corrupted, or the Jet OLE DB driver version mismatch or the driver is corrupted. It may also happen when the ScorpDB.mdb file is not in the desired path. If you face this problem, Please check the following...

- ScorpDB.mdb is in the desired location. To check this please open the ComproXP Client software and type the administrative password, and click on [Administrate].

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