

CORPORATE EDITION



Installation & Configuration in (D) Easy Steps

This document addresses the needs of the professional EntraPass installer for a summary of the steps involved in the installation and configuration of the customer's system. Please refer to the EntraPass User Reference Manual DN1415 for in-depth instructions.

Install the EntraPass Software

a) Install the server application using the installation serial number (16 digits) sticker on the CD-ROM pocket.

ATTENTION: If you plan to use the Video option, install the Intellex API when prompted. Click **No** when prompted to restart the computer. Doing so would compromise the installation of additional EntraPass components.

- b) Click **Yes** when asked to install the gateway and No when asked to install SmartLink. However, if you intend to run both gateway and SmartLink from the same PC, click **Yes** to the latter.
- c) Restart the computer.

2 Registering the System

a) Launch the server application and login using the username "kantech", then enter the temporary password highlighted in yellow.



- b) You are prompted to register the software. To do so, click the yellow box.
- a) Call the displayed phone number and provide the 20-digit code to register the software. Then type the 16 digits that will be given to you to unlock the software.



Output the Logical Components

- a) Launch the workstation that was installed with the server.
- b) Login using kantech for both username and password.
- Select the Devices tab on the EntraPass workstation toolbar followed by the Gateway button. This c) will bring up the gateway definition window.

Gateway				
10 6 6	📃 🔌 🙈 🖭 🖬 🕮 🗿	0		
Workstation Gateway	Corporate Gateway 101 - (1) Additional Corporate Gateway	Y	English 01 - (1) Additional Corporate Gateway French 01 - (1) Passerelle additionnelle	
General Events			'	
Keypad delays Inter-digit delay (m:ss) Time-out on keypad (Invalid att Keypad d	T-100 and KT-300 only) empts before keypad disabled isabled duration (h:mm) empt counter (m:ss)	0 🔶 0:01 0:20
	Contract Modern Definition	Video view Trideo Video V Graphic		,••• ,•••
			Close X Cancel	? Help

- Select the installed gateway in the drop down list. •
- Rename the gateway to the name of the site (on the right side of the window).
- Click 🔚 to save your work. •
- Click the Site button on the EntraPass toolbar to bring up the site definition window. d)

🛄 Site				×
1 <mark>-</mark> 1 - 1 - 4	A B 4 3 0			
Gateway Site	●01 - (1) Corporate Gateway ● New Site	<	English New Site French Nouveau site	
General Options				
Hardware definition	3 🛬			
		Video view Trideo Video V Graphic	o View 🖕	
			Close X Cancel ? Help	_

- Click the New icon 1. .
- Rename the Site (use the name of the building or floor where the controllers are installed) .
- Select the number of controllers. .
- In the Site definition window, click the **Options** tab. Select **Direct Connection** if the site connects to a gateway COM port (specify COM port number) or TCP/IP if using a Smartcom / Lantronix interface unit (specify the TCP/IP address and network port used when using a Smartcom). Select Modem if communication uses modems (host and site). Once Modem is selected, click the Modem option tab to configure site modem connection parameters.
- Click 🔚 to save your work.

4 Configure the Physical Components

a) Select the **Devices** tab on the EntraPass workstation toolbar followed by the **Controller** button. This will bring up the Controller definition window.

🔢 Controller	
1 .	
Gateway 01 - (1) Corporate Gateway Site New Site Controller (02) 02 - Entrance Door General KT-300 Options	English 02 - Entrance Dool French 02 - Porte d'entrée
KT type controller KT-300 Reader and keyped Reader type ID Prox KANTECH XSF Format Additional reader type ID Prox KANTECH XSF Format Keyped type None	Schedules Power supervision schedule Wideo view Video View Graphic Graphic
	👖 Close 🛛 🗶 Cancel 🧳 Help

- b) Select the first controller and customize its name. This example makes use of a KT-300 controller.
- c) Select the reader type or select None in the Keypad type selection field if no keypad is used.
- d) Select the **KT-300** tab and enter the serial number of the controller. Usually, the number is found on the controller label. Please consult the controller's user manual for complete setup and configuration instructions.
- e) Click 🔚 to save your work. You will be prompted to launch Express Setup.



f) Click **Yes** to the system prompt to launch the Express Setup utility.

Express Setup		×
ENTRY KT-300	KT-300 can monitor 2 doors, 2 relays, 8 inputs and 4 auxiliary outputs. KT-PC4108, KT-PC4116, KT-PC4501, KT-PC4208, and KT-PC4216 expansion modules can be connected to the KT-300 for additional input, relays and elevator controls	Cancel
Both readers are installed or Door #1 description	The same dool	
Door contact		
REX contact		
Door #2 description		
Door contact		
REX contact		EEE More
(03) 03 -KT-300 Administration	KT-300	

g) Check **Door Contact** or **REX Contact** if one or the other is used on door 1 and/or door 2. Refer to the EntraPass user reference manual for complete Express Setup instructions.



5 Launch the Gateway

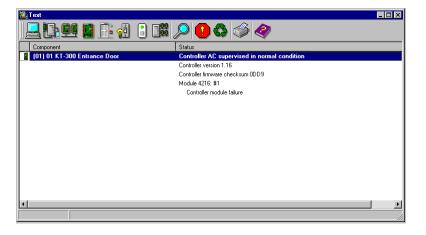
- a) Launch the gateway by clicking on the gateway desktop icon **gue** from the Windows desktop.
 - Make sure that the communication status bar shows a green flag (bottom left) of the gateway • interface window.
 - If the status indicators are red, close the gateway application. •
 - Click Start → Programs → EntraPass Corporate Edition → Gateway → Register to Server.

😰 EntraPass Corporate Edition - Server Registra	tion
Gateway	
Connection parameters Protocol	🗸 ОК
NetBEUI TCP/IP	X Cancel
C Local	<u> 7 H</u> elp Gg About
TCP/IP address [192.168.0 .105	Scan
Provide local TCP/IP address	Select installed
Authentication password	

- Type the IP address of the server.
- Type kantech in the Authentication password field, then click OK.
- b) Launch the Gateway once again.

6 Obtain System Status

- a) Login to the workstation.
- b) Click the Status tab, then click the Text button.





- c) Click the controller icon **[**], select the controller then click **OK**. Make sure communication was established.
- d) If not,
 - Go to **Devices** \rightarrow **Site** to make sure that the correct COM port is selected.
 - Verify the serial number of the controller under **Devices** \rightarrow **Controller**.
 - Go to **Operation** → **Reload data**, highlight the gateway and click the **Reload** in icon.
 - Hard reset the controller.

7 Define Schedules

a) Select the **Definition** tab on the EntraPass workstation toolbar, then select the **Schedule** button.

		dule:													×
ľ	<u>```</u>														
									Englis	h					
									Main	Entrance					
5	chedu	lle	i Main Entr	ance				•	French	n					
									Entré	e principal	•				1
		Start time	End time	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Hol 1	Hol 2	Hol 3	Hol 4	
	1	06:00	18:00		X	×	X	X	X						
	2	09:00	17:00							X					
	3	10:00	17:00	X											
	4	00:00	00:00								×	X	×	X	
_															
									j C	lose	X	Cancel		P Help	

- b) Click the **New** icon and rename the schedule (by way of a clear description).
- c) Enter the **Start time** and **End time** in 24-hour time format.
- d) Check the boxes under the day(s) of the week during which you want the schedule to be valid.
- e) Click 🔚 to save your work.

8 Define the Cardholder Access Levels

a) Click the Users tab on the EntraPass workstation toolbar, then click the Access Level button.

Access level			_ _ _ X
<u>*</u> E b =	S E R A		
Gateway / Site Access level	New Site New site - Always valid, all doors	•	English [New site - Always valid, all doors French [N. site, toujours valide, toutes portes]
(02.01) 01 - 02 - Entr	Door ance Door	Custom schedule	Schedule
(02.02) 02 - 02 - Entr	ance Door	Custom schedule	· •
			👖 Close 🕺 Cancel 💙 Help



- b) Click the **New** icon and give the access level a meaningful name.
- c) Assign a schedule to each door listed. Assign **None** if you do not want the cardholder to ever access this door; assign **Always valid** to allow the user to access this door at all times; assign any other schedule if you want the cardholder to have access to the door only during schedule validity.
- d) Click 🔚 to save your work.

9 Define User Cards

a) Click the Users tab on the EntraPass workstation toolbar followed by Card.

Carte	
<u>``BD@\$ =\#</u> ##\& # #	9 🗟 🧃
Card number 42:52812	Creation date 2003-09-12
Card user name Marie Username	Modification date 2003-09-12
Card type	Modification count 1
General Access level Miscellaneous Comment Usage Picture	
Card information 1	Card information 6
Super intendant	
Card information 2	Card information 7
Senior staff	
Card information 3	Card information 8
Night Shift	
Card information 4	Card information 9
Date of birth	
Card information 5	Card information 10
I	
	Close X Cancel ? Help

- b) Click the **New** icon ^[*].
- c) Enter the card number and press ENTER.
- d) Enter the card user name.
- e) Assign a card type (if required)
- f) Complete all card information fields (if required).). Note that you can rename an information field labels simply by double-clicking on it.
- g) Click the Access Level tab and assign the desired access level.
- h) Click 🔚 to save your work.

Run System Check and Backup Database

- a) Present a card to the nearest reader.
- b) Display the Messages desktop.

31/08/2004 11:33:32 AM Login on workstation 18/08/2004 2:36:36 PM Modification de la définition d'une carte 18/08/2004 2:38:35 PM Modification de la définition d'une carte 18/08/2004 2:38:35 PM Modification de la définition d'une carte 18/08/2004 2:38:35 PM Modification de la définition d'une carte 24/08/2004 9:24:06 AM Door group definition modified 18/08/2004 9:26:12 AM Event parameter definition modified 18/08/2004 9:26:14 AM Event parameter definition modified 19/08/2004 11:46:19 AM Site definition modified 19/08/2004 11:46:51 AM Door definition modified 19/08/2004 11:46:52 AM Auxiliagy output definition modified 19/08/2004 11:47:31 AM Input definition modified 19/08/2004 11:47:31 AM Input definition modified 19/08/2001 11:47:31 AM Input		Date and time	E vent message	eta
18/08/2004 2:37:31 PM Modification de la définition d'une carte 18/08/2004 2:38:35 PM Modification de la définition d'une carte 24/08/2004 9:26:12 AM Door group definition modified 24/08/2004 9:26:12 AM Event parameter definition modified 18/08/2004 9:26:12 AM Modification de la définition d'une rapport historique 19/08/2004 9:36:40 AM Modification de la définition d'une rapport historique 19/08/2004 11:46:19 AM Site definition modified 19/08/2004 11:46:51 AM Door definition modified 19/08/2004 11:46:52 AM Door definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified	31.	/08/2004 11:33:32 AM	Login on workstation	We
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24/08/2004 9:24:05 AM Door group definition modified 24/08/2004 9:26:12 AM Event parameter definition modified 18/08/2004 9:26:40 AM Modification de la définition d'un rapport historique 19/08/2004 11:46:44 AM Controller definition modified 19/08/2004 11:46:44 AM Controller definition modified 19/08/2004 11:46:44 AM Controller definition modified 19/08/2004 11:46:52 AM Door definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified	18	/08/2004 2:37:31 PM	Modification de la définition d'une carte	We
24/08/2004 9:26:12 AM Event parameter definition modified 18/08/2004 9:36:40 AM Modification de la définition d'un rapport historique 19/08/2004 11:46:19 AM Site definition modified 19/08/2004 11:46:14 AM Controller definition modified 19/08/2004 11:46:51 AM Door definition modified 19/08/2004 11:46:52 AM Door definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:47:31 AM Input definition modified	18	/08/2004 2:38:35 PM	Modification de la définition d'une carte	We
18/08/2004 9:36:40 AM Modification de la définition d'un rapport historique 19/08/2004 11:46:13 AM Site definition modified 19/08/2004 11:46:44 AM Controller definition modified 19/08/2004 11:46:51 AM Door definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:47:31 AM Input definition modified	24	/08/2004 9:24:06 AM	Door group definition modified	We
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19/08/2004 11:46:51 AM Door definition modified 19/08/2004 11:46:52 AM Door definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:47:31 AM Input definition modified	19	/08/2004 11:46:19 AM	Site definition modified	We
19/08/2004 11:46:52 AM Door definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:47:31 AM Input definition modified	19.	/08/2004 11:46:44 AM	Controller definition modified	We
19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:46:51 AM Input definition modified	19	/08/2004 11:46:51 AM	Door definition modified	We
19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:47:31 AM Input definition modified	19	/08/2004 11:46:52 AM	Door definition modified	We
19/08/2004 11:46:52 AM Auxiliary output definition modified 19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:47:31 AM Input definition modified	19	/08/2004 11:46:52 AM	Auxiliary output definition modified	We
19/08/2004 11:46:53 AM Auxiliary output definition modified 19/08/2004 11:47:31 AM Input definition modified	19	/08/2004 11:46:52 AM	Auxiliary output definition modified	We
19/08/2004 11:47:31 AM Input definition modified	19	/08/2004 11:46:52 AM	Auxiliary output definition modified	We
	19	/08/2004 11:46:53 AM	Auxiliary output definition modified	We
19709/2004 11:49:21 AM Relay definition modified	19	/08/2004 11:47:31 AM	Input definition modified	We
15/60/2004 T1:40.21 AM Thelay definition modified	19	/08/2004 11:48:21 AM	Relay definition modified	We
24/08/2004 9:27:52 AM Historical report definition modified	24	/08/2004 9:27:52 AM	Historical report definition modified	We
24/08/2004 9:28:11 AM Historical report definition modified	24	/08/2004 9:28:11 AM	Historical report definition modified	We
18/08/2004 2:38:35 PM Computer Room Door Access	18.	/08/2004 2:38:35 PM	Computer Room Door Access	We

- c) Point to the door opening message line and make sure that details include the correct card number and door name. Remember to click the **Restart scrolling** button inside the message desktop to view the latest messages.
- d) On the EntraPass workstation toolbar, click the **Options** tab followed by the **Backup Scheduler** button.

ckup	
ta Archive Time and attendance	🗸 ок
Automatic backup	🗶 Cancel
Backup folder	7 Help
Default folder	
O Specific folder	
Backup type	
Separate files Self-extracting compressed file	
S Sell-excluding compressed me	
Backup frequency C Weekly	
Sunday	
C Monthly	
C Daily	
© Now	
Start at this time (hh:mm) 00:00	



e) Check Automatic Backup.

- f) In the **Backup Frequency** section, click **Now** then click **OK**.
- g) Look to the bottom left-hand side of the EntraPass workplace. Notice that the second indicator will switch from green to red while backup is in progress. It will return green once backup is completed.

Notes:

- \circ To add controllers, repeat step **\mathcal{Q}**.
- \circ To add workstations on the network, follow step $\boldsymbol{\Theta}$ and repeat instructions for gateway.
- \circ To add user cards, repeat step $\boldsymbol{\Theta}$.