

FoxSec WEB management Manual

Version229



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1. FoxSec WEB management

Full manual for managing FoxSec WEB management.

Declaration

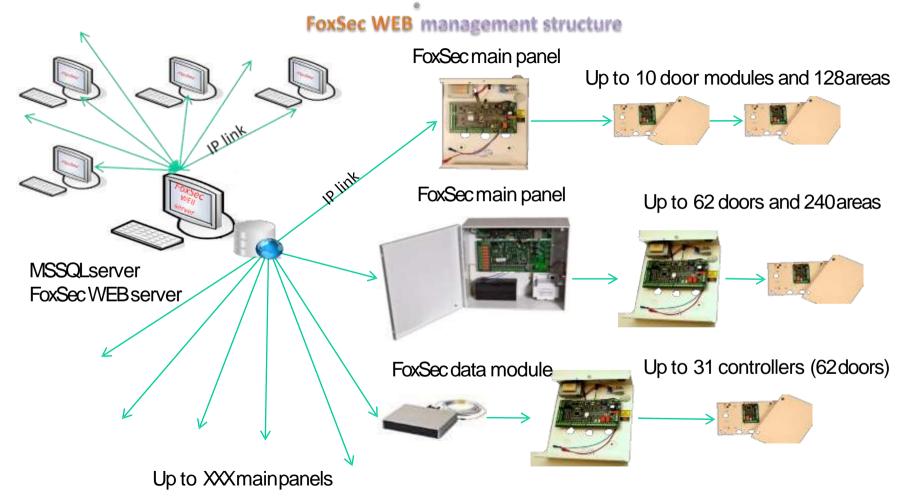
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Important!

Read these instructions before use. Pay special attention to the safety information.

These devices must be installed, maintenance and repaired by authorized personnel only.

Any purpose it is not intended for may cause fatal failure to the system or even but in danger personnel nearby.

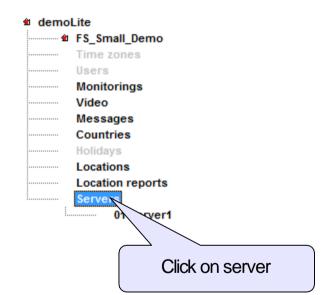


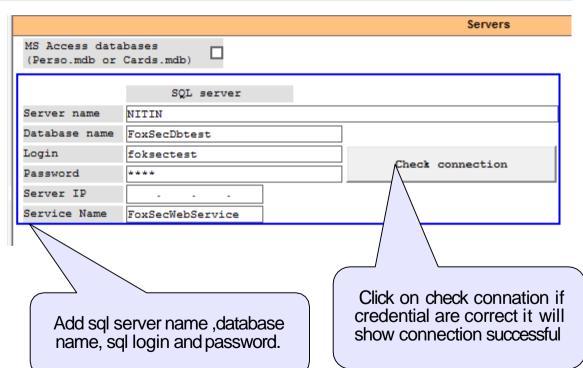
How can we get foxseconf data to Foxsec Web?

- ☐ We can add countries, location, building and floors using the foxsecconf application.
- □ Now first we shows the steps to add country, location, building and floors-
- 1. How to add country
- 2. How to add location
- 3. How to add building
- 4. How to add floors

After these steps we will show to export these data to foxsec web application-

- ☐ Click on server add credential of your sql server .
- ☐ Then click on check connection.





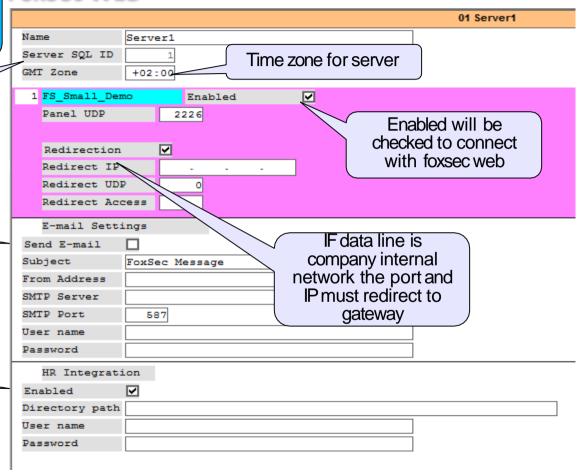


Then click on export data to FS web server.

Only I server is use

For e service integration

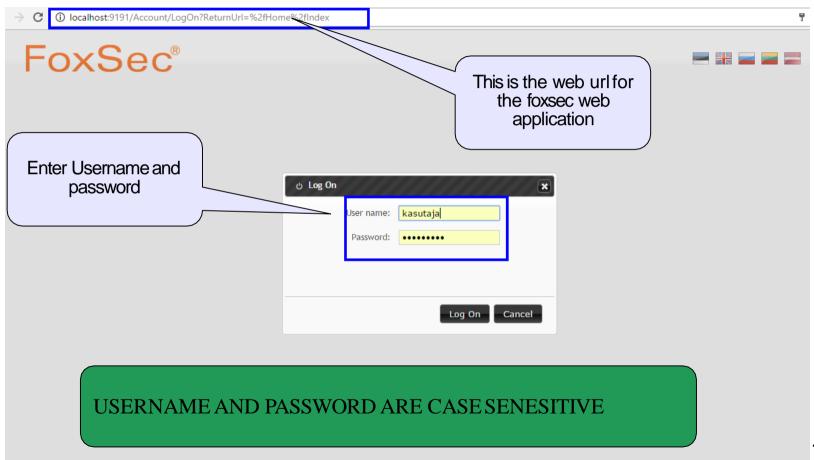
For HR integration



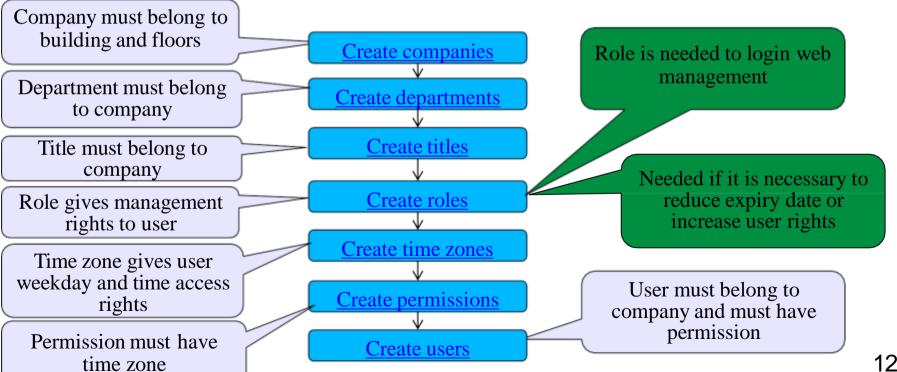
STEPS FOR FOXSEC WEB MANAGEMENT

- 1 First enter the foxsec web management URL into the web browser.
- 2 Enter Username and password for it by default username-kasutaja and password-
- 1Kasutaja
 - For SA(system administrator)
- 3 By default Bulidin user is SA(system administrator). You can create another User after SA login.



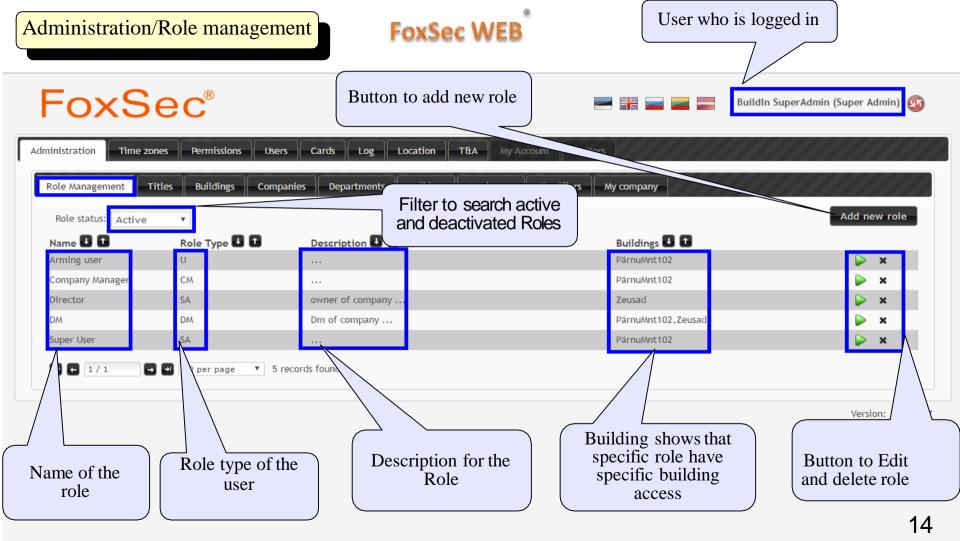


- After login you will redirect to home page by default tab you will get is USER TAB
- Before Creating User you have to Create these important tabs then you can create user-



ROLE MANAGEMENT TAB

	First you will get ROLE MANAGEMENT Tab on click of Administration tab.
	On role management tab you will get user details.
	You can search user by the role status .there are two status Active/deactive
	There are buttons to edit and delete Roles. You can edit and delete Roles
	You will also get a button ADD NEW USER to add new user.
	Details of the roles
	SA (System Administrator) – Administrator user for entire system
	SA (System Administrator) – Administrator user for entire system CM (Company Manager) – Regarding to company, building.
0	CM (Company Manager) - Regarding to company, building.
0	CM (Company Manager) – Regarding to company, building. (SA and CM can add multiple companies)
0	CM (Company Manager) – Regarding to company, building. (SA and CM can add multiple companies) DM (Department Manager) – Regarding to company, building,



Now we Add NEW ROLE

- ☐ To create new role we have to click on add new role
- ☐ Then we have to fill all the details.

 we have to assign role type and building that is important

 For the user .Then save the form.

Note – we have to edit the form after saving to assign permission access. you can not directly assign the permission access.

Administration/Role management/Add new role **FoxSec WEB** Add new role Role title Director Description owner of the company Give title for Description for that role the role Active 🗹 Role type: SA 🍭 BA 🔍 CM 🔍 DM 🔍 U **Buildings:** ☐ PärnuMnt102 Zeusad This is for role activation Select role type It shows that role is active which you want to assign Select Building that you want to give permission access to the role you are creating. Cancel 16

After creating new role its shows like this and Now we will give permission access by clicking edit button

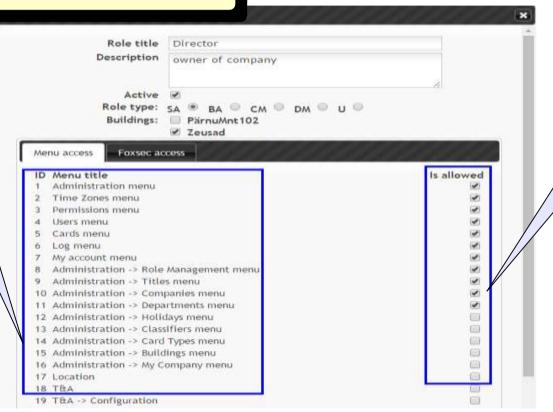
Administration/Role management/role detail



Now we will get menu access first we can add access by checkboxes

Administration/Role management/Menu Access

TABS access you can select multiple TAB Access

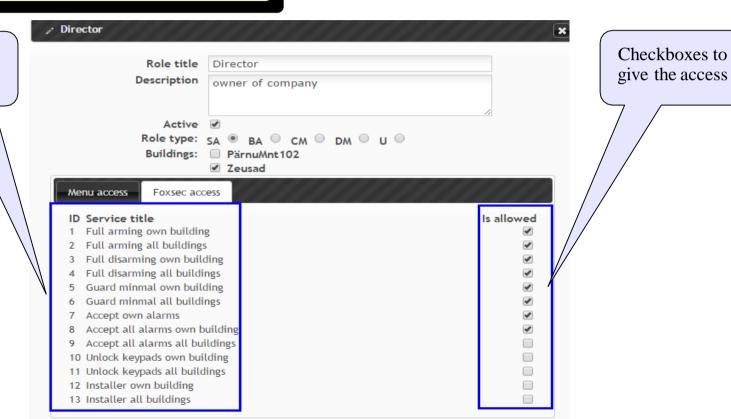


Checkboxes to give the access

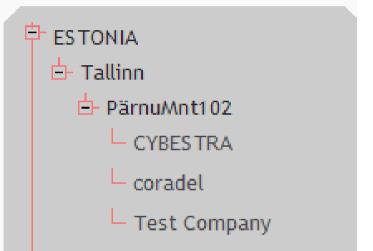
Now we will give foxsec access to selected role same as menu access.

Administration/Role management/Foxsec Access

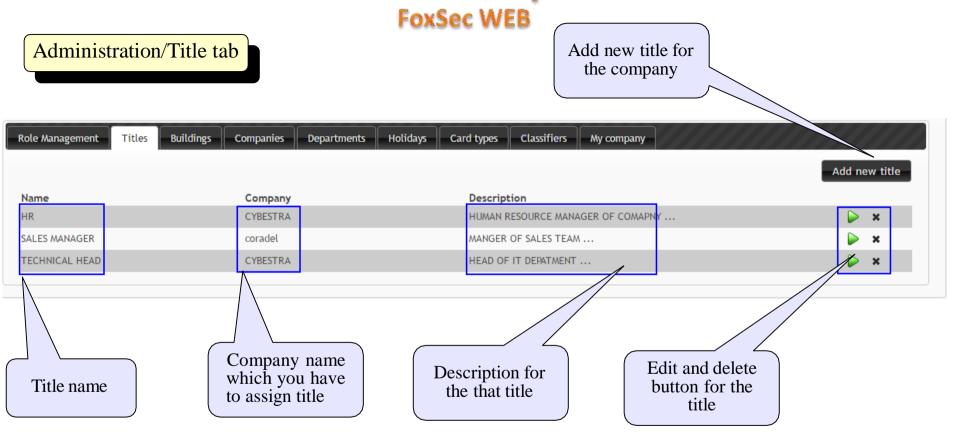
Foxsec access name you can select multiple values



- Now move on to other administration tab which are important before creating new user
- ☐ Companies Tab (before that let understand the tree view).



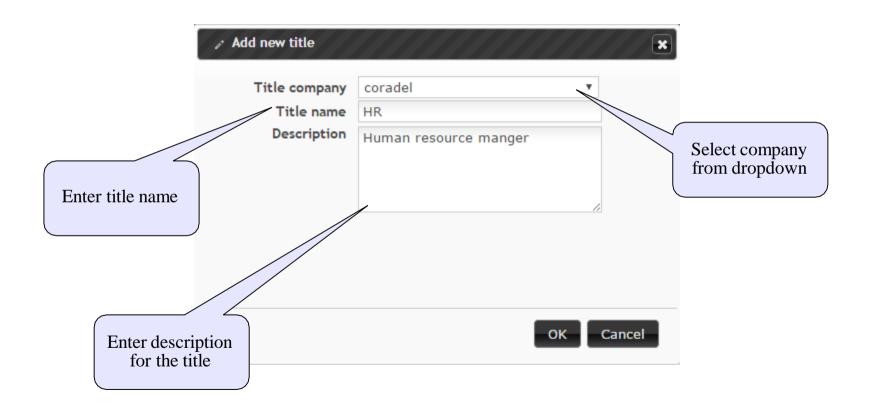
- At the top of tree view there is the country name.
- ☐ After that area name or city where is the building is located.
- ☐ Next is Building name that belongs to area or city.
- ☐ At last the companies name which belongs to Buildings that how many Companies are there.



Administration/Add new Title

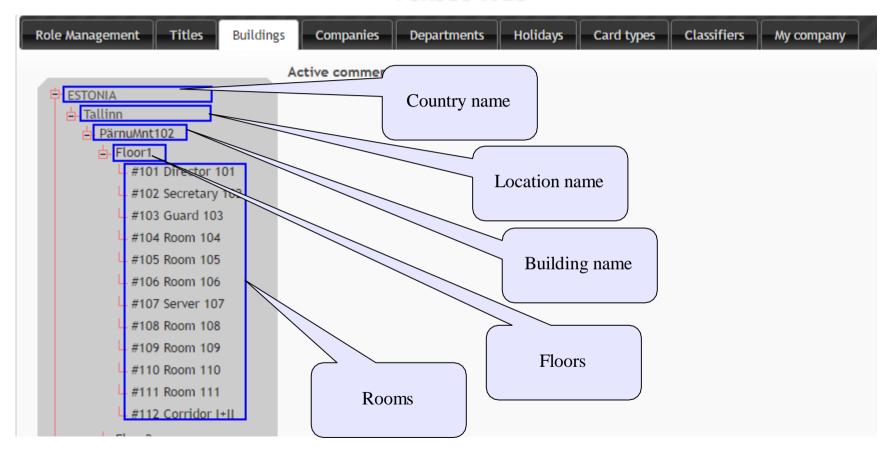
- ☐ To add new Title we have to click on add new Title button.☐ Then we have to select company to assign Title.
- ☐ Enter title for the company.
- ☐ Enter name for the department.
- ☐ Add description for the title its optional.

Title tab is used at the time of users (time and attendance tab). It is optional tab



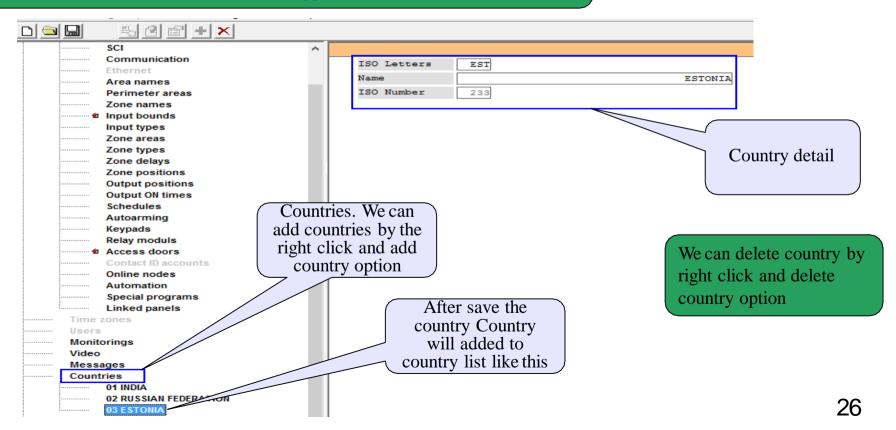
- ☐ Building tab will shows the tree view it contains —
- 1. Country name
- 2. Location for building in the country
- 3. Building names in that particular location
- 4. Floor in that buildings
- 5. Rooms on that floor we can add comments for the rooms. If we add comments the it will changes into the green color

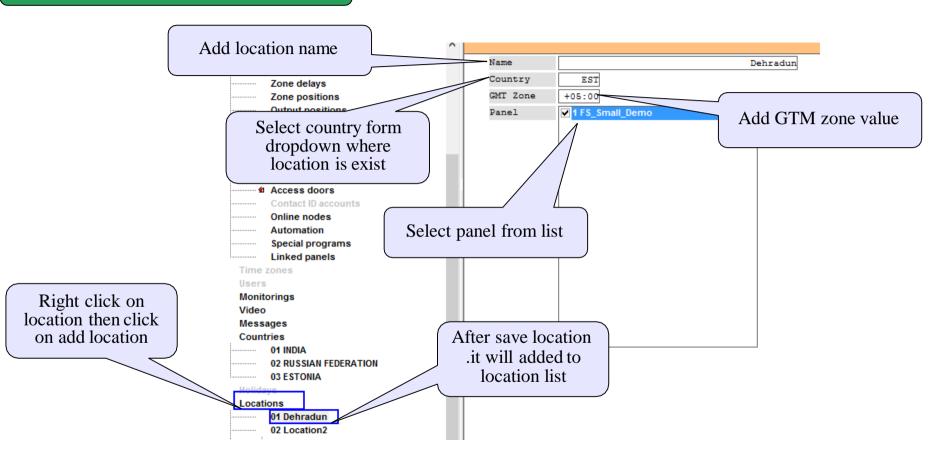
Note- Countries, locations, buildings, floors and access doors can be added/edited ONLY in FSConf software.



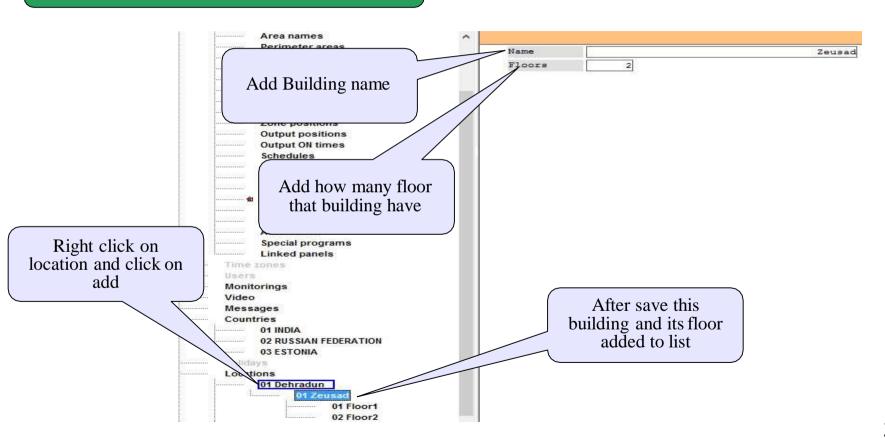
FOXSECCONF application –

Brief description where from country ,location building will add. There is no option to add these field from foxsec web application

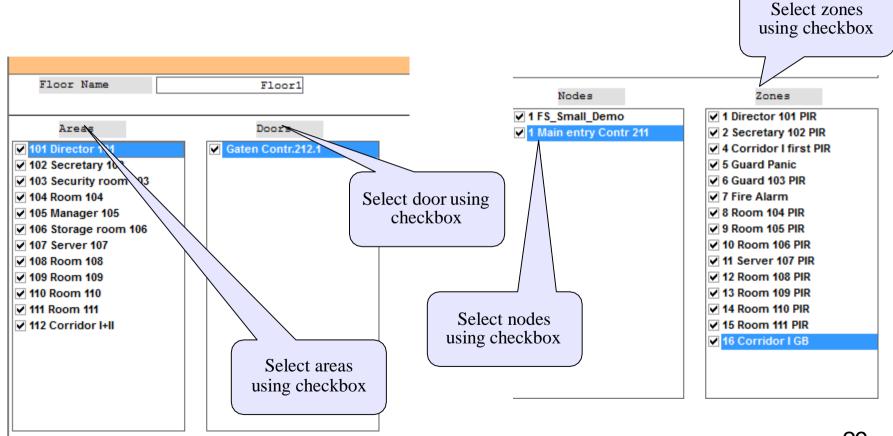




FOXSECCONF application -Add Building



FOXSECCONF application – floor door/areas /nodes and zone permissions.



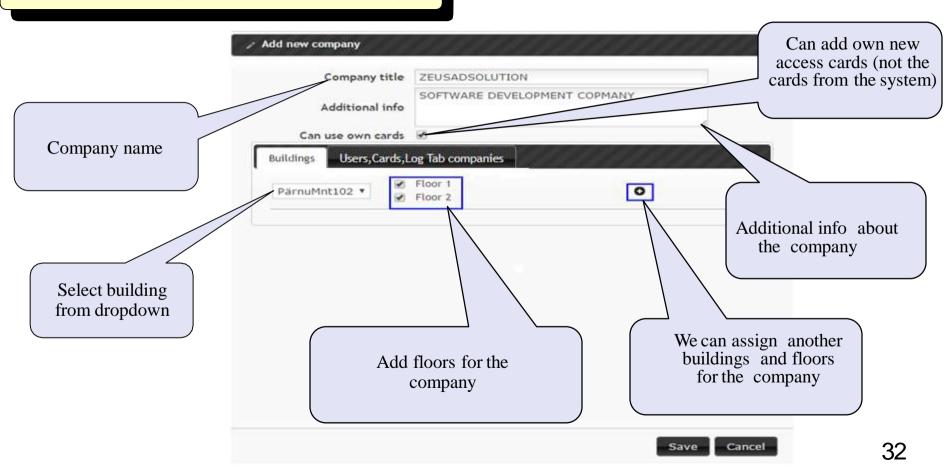
FoxSec WEB Search button to search Administration/Companies Tab/Companies details company with the filters Tree view Active/deactivated filters country/location/buildings/companies to search Company Role Manager Buildings Holidays. Classifiers Companies Departments ritles My company Name Floor Additional info **ESTONIA** 占 Tallinn Company status: Active Add new company Add new company button └─ CYBESTRA 8 8 ∟ coradel Floor2, Floor1 development ☐ Test Company coradel PärnuMnt102 ☐ ZeusadSolution Floor1, Floor2 IT COMPANY CYBESTRA PärnuMnt102 Floor1, Floor2 sales Test Company PärnuMnt102 Floor1, Floor2 Software development Zeusadolution PärnuMnt102 4 records found Building name Additional Floors under Companies Edit button to information where company the company names edit details is located about company

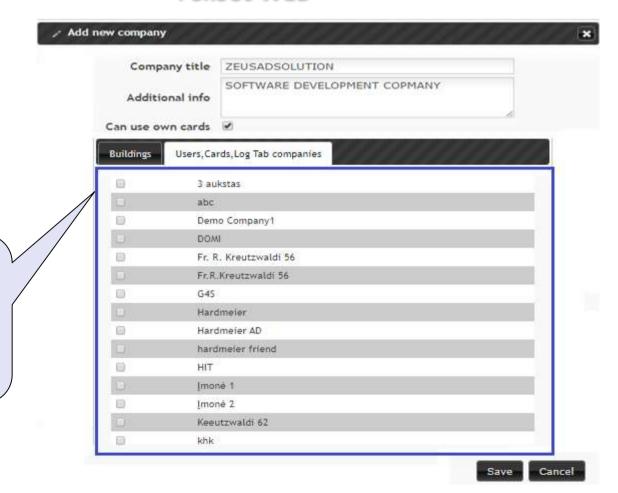
Administration/Companies Tab/Add new Company

Note- COUNTRY, LOCATION, BUILDING, FLOORS are Added from FOXSECCONF application.

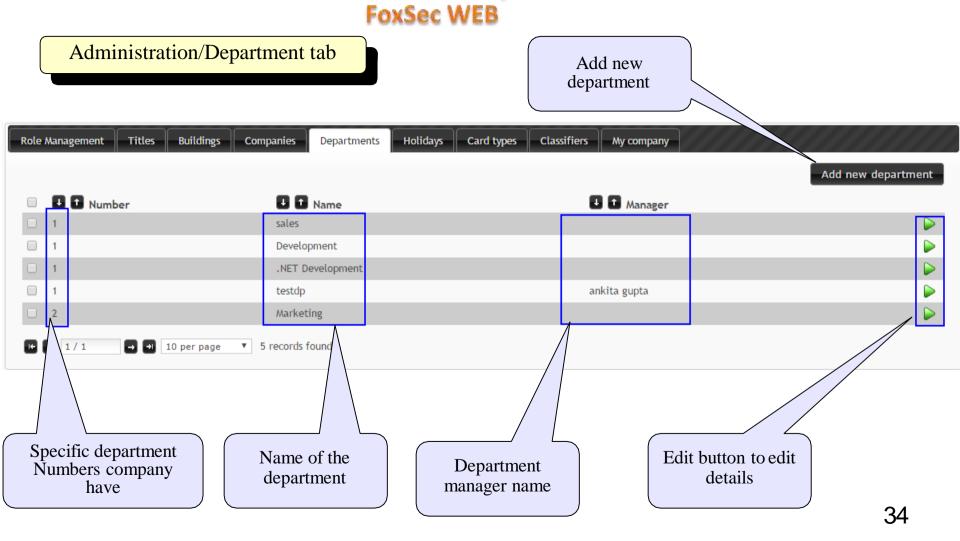
- ☐ To add new company we have to click on add new company button
- ☐ Then we have to add company name in company title box.
- ☐ Then we have to select building from the dropdown and add floors of that buildings for Company
- Users, Cards, Log Tab companies tab: SA can select multiple companies form company list and company manager of entered company can see Users, Cards and Log Tab details of selected companies.
- ☐ Save company
- After that if we click on edit button we will get same window like add company we can change details and add details.

Administration/Companies Tab/Add new Company





Select companies from list for which company manager of entered company can see User, cards and Log tab details.



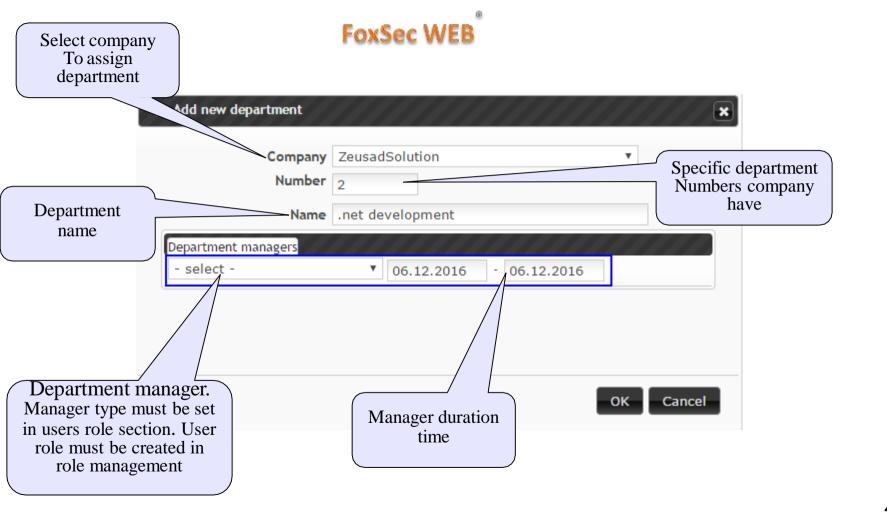
Administration/Companies Tab/Add new Department

To add new department we have to click on add new department button.
 Then we have to select company to assign department.
 Add numbers of departments that belongs to company.
 Enter name for the department.
 Select manger for the department and assign validity period to that manger.
 After that if we click on edit button we will get same window like add Department we can change details and add details.

Department manager-

Manager type must be set in users role section. User role must be created in role management

Role type-DM(department manger)



FoxSec WEB Administration/Holiday Tab Add new holiday Titles Buildings Companies Holidays Classifiers **Role Management** Departments Card types My company Add new holiday Holiday date Name Moving holiday 01.01.2011 New Year 25.12.2010 Christmas Holiday date Moving holiday means holiday date will different in Holiday Name Edit and delete holiday every year. by default holiday is set for the all buildings we

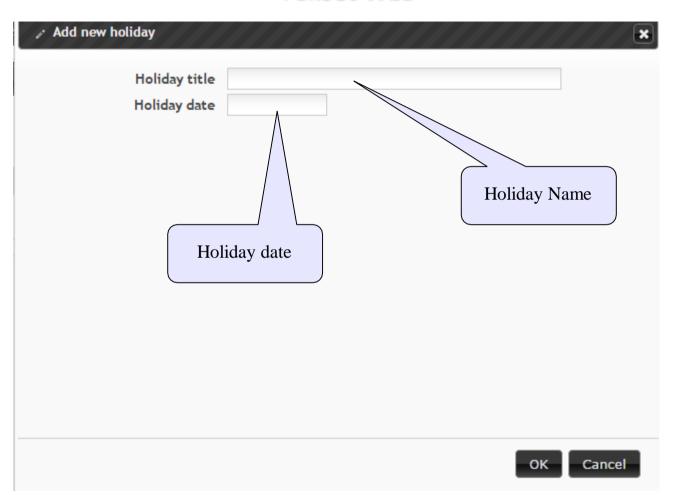
can change buildings by the edit button

Administration/Add new Holiday

- ☐ To add new holiday we click on add new holiday button.
- ☐ The we will add holiday title.
- Now we will select holiday date.

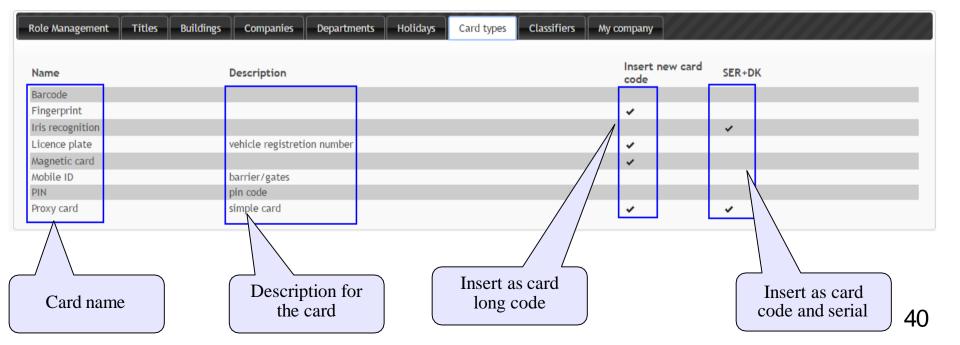
Note-By default holiday will set for all buildings.

If we want assign holiday for the specific building then we click on edit button and uncheck the checkbox for all buildings and check specific building which we want to set holiday



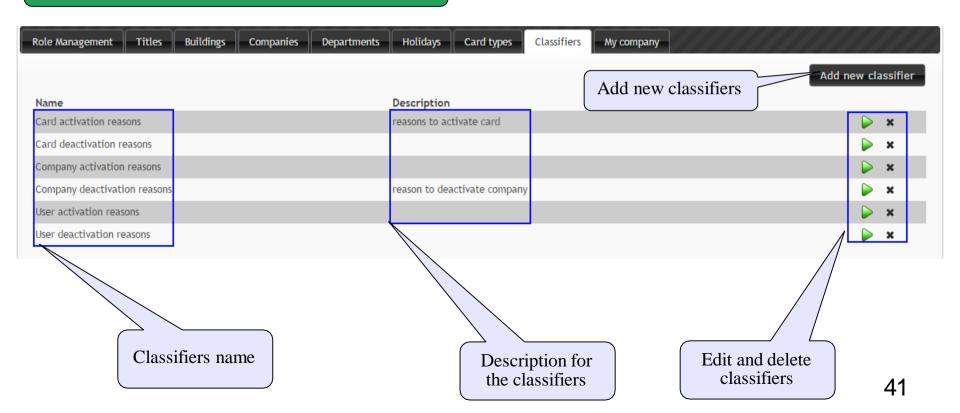
Administration/Card types tab

- ☐ This tab will show all the cards details.
- ☐ You can not get option to add new card.
- ☐ Cards are predefined.



Administration/Classifiers (Settings) tab

Classifiers is used for the card, company and user.



Administration/Add Classifiers

- ☐ To add new classifier we have to click on add classifier.
- ☐ Then add name and comment for the classifiers



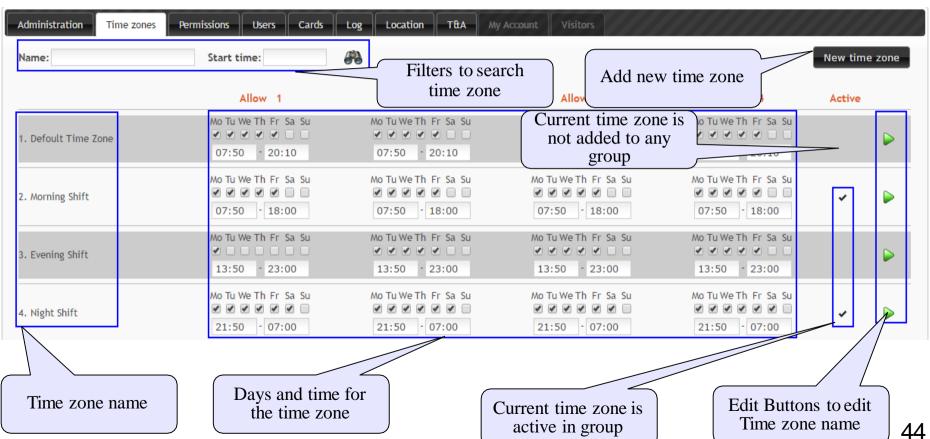
You have to add value for the classifier by clicking on edit button

Value for the classifier

- ☐ First you have click on edit button for the classifier that you have created.
- Now you will get window where the values are by default added to your classifier you can delete them and you can add new value by clicking on add new classifier value.

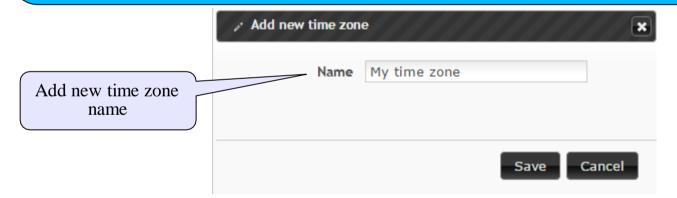


Time Zone tab



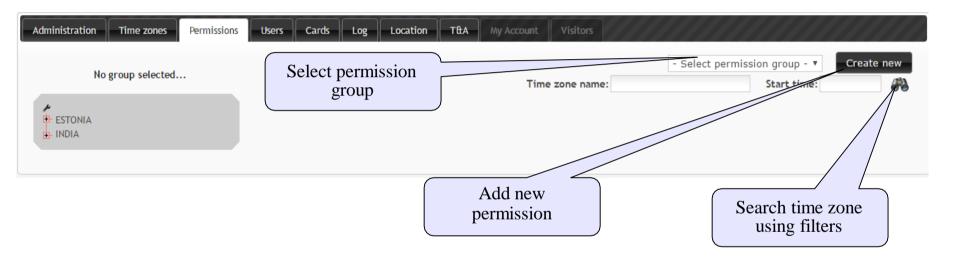
Time Zone /Add new time zone

- ☐ First you have click on New time zone button to add time zone.
- Add time zone name.
- ☐ By default 4 different day/time sets for each the zone.
- You can change the days and time for that time zone you have crated by The click on edit button.





Permission tab

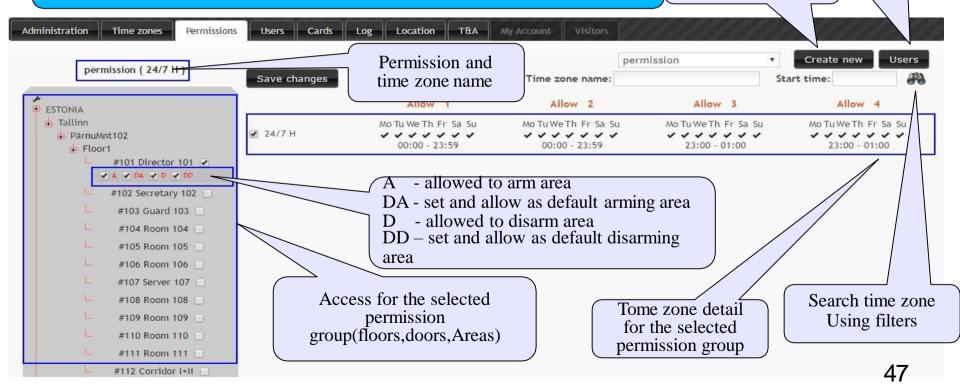


Permission tab/detail of selected permission group

On click of user it will show the user name who have this permission group. If this permission group is nit assign to anyone it will show no user

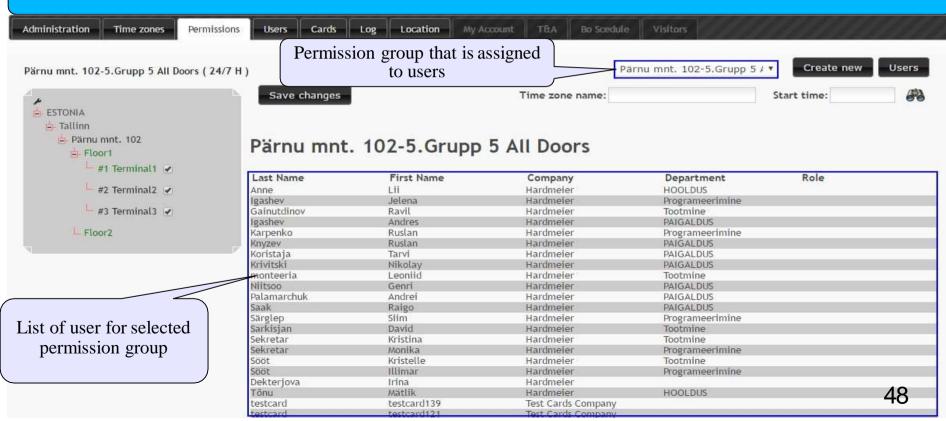
select particular permission group from dropdown it will show time zone and access detail for selected permission group

Add new time zone



Permission tab-On click of users button Permission group will assigned to user form user permission tab.

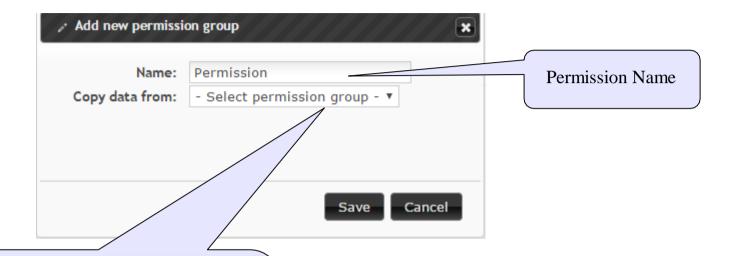
When we click on users button if select permission group assigned to users then it will show user list-



Permission/Create new permission

- ☐ First you have click on Create New button to add new time zone.
- ☐ Enter name for the time zone
- You will get dropdown Copy data from- it means if you want to assign permission group that already created you have to select value from dropdown and it will assign to you permission Group that you are creating. If you not want to assign new permission than don't select value from it.

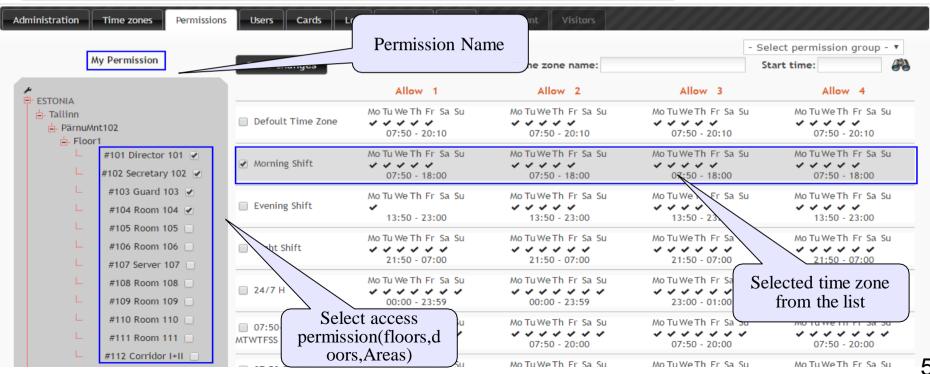
If you not copy data then you will redirect to another page where you have to assign Time zone and access permission.



if you want to assign permission group that already created you have to select value from dropdown and it will assign to you permission Group that you are creating. If you not want to assign new permission than don't select value from it.

Permission/Create new permission/assign time zone and access permission

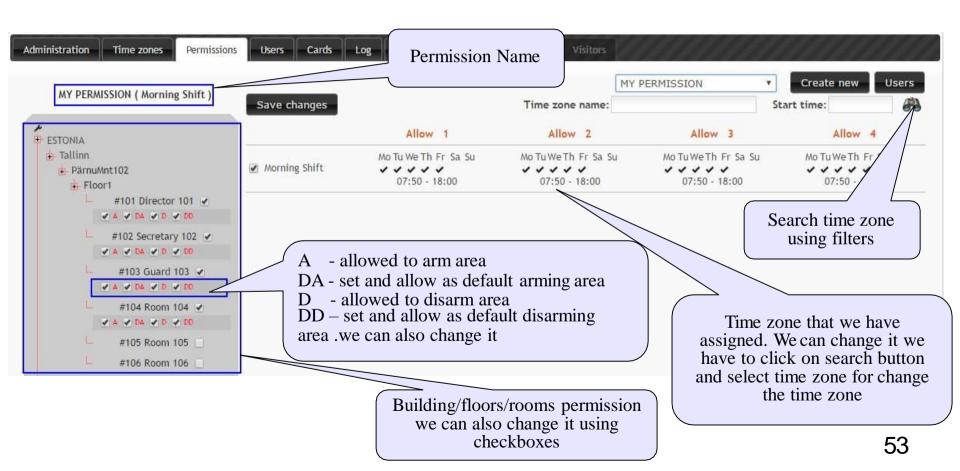
If we did not copy data then we have to assign time zone and access permission Building objects and time zone must be selected

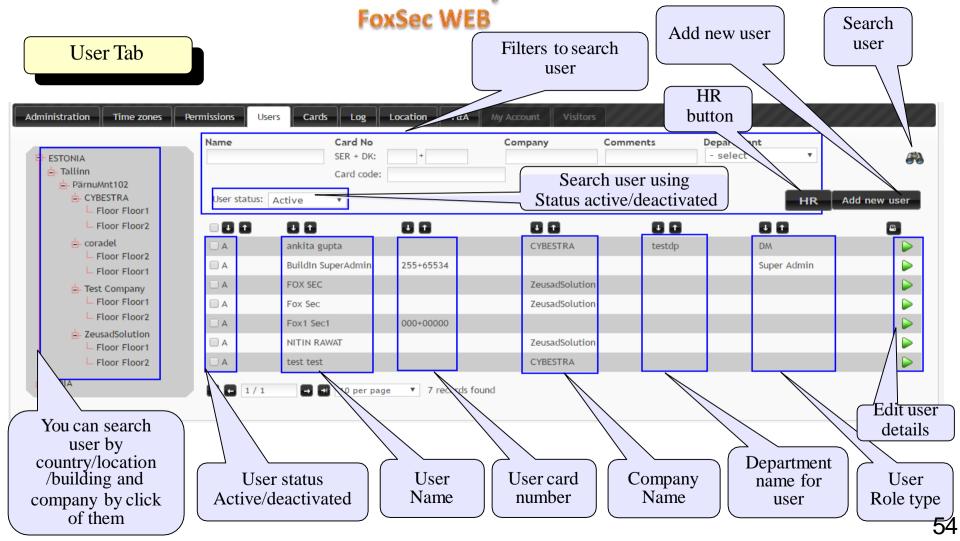


Permission/Create new permission/edit permission

- □ Now we can edit and delete permission we have created using edit button.
- ☐ We can add and delete access permissions for selected permission group.
- ☐ We can also change the time zone that we have assigned.
- ☐ We have to search time zone and select new time zone from the list

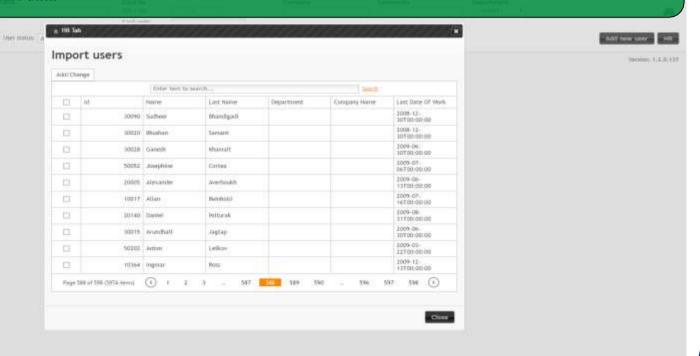
By default there is no users for this permission because its new permission created. When <u>Users select this permission group</u> you will get users detail after that.





User Tab/HR button

- ☐ you must choose fended user and press "Add/change"
- then New user added or if user already exist name, company, department and end date (to card end date) are overwrites to HR data

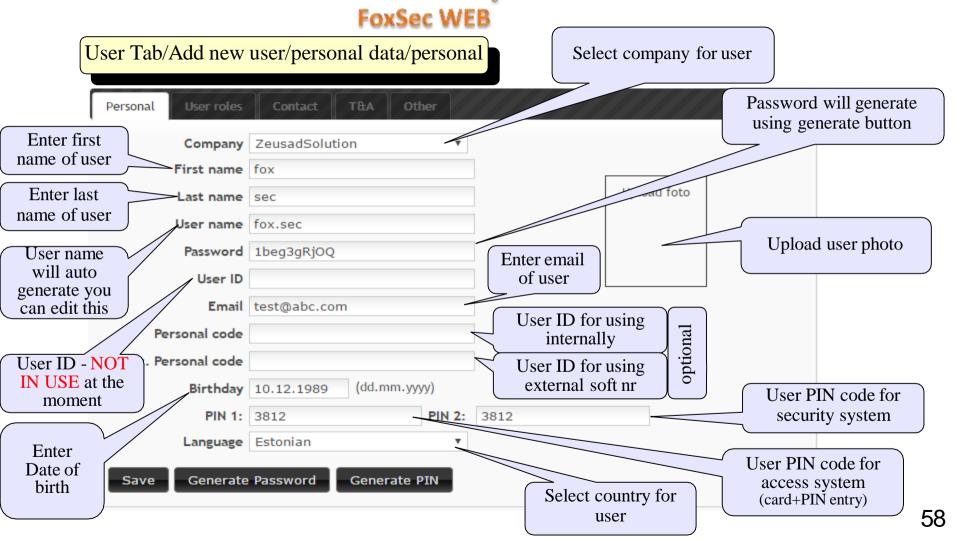


User Tab/Add new user

- Now after we can create user after creating all administration tab which are important before creating new user.
 □ There are soveral tabs to create a user Some of them are optional.
- ☐ There are several tabs to create a user. Some of them are optional.
- now click on add new user button which is in user tab.
- Now first you will get the tab (personal data/personal).

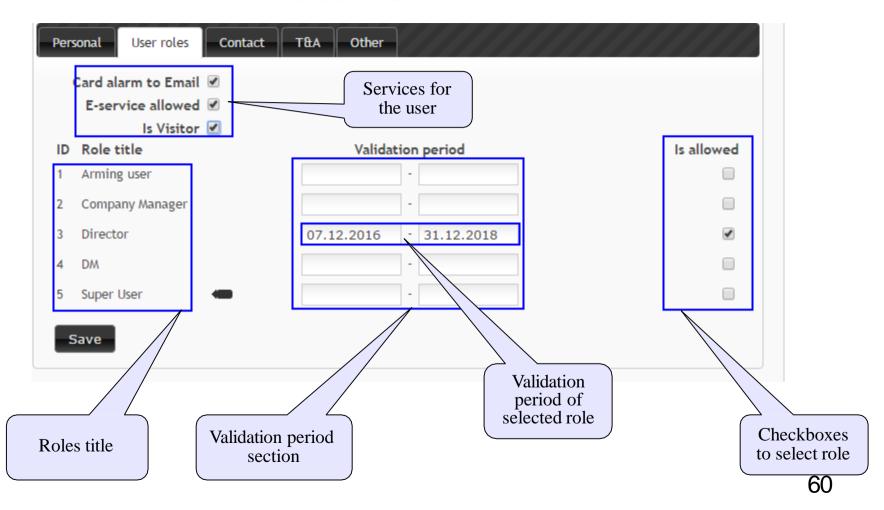
- Now first we have to fill personal details of user.
- 1. Select company for user
- 2. Enter first name of user
- 3. Enter last name of user
- 4. user name will auto generate you can edit user name
- 5. Password will generate using generate password button

- ☐ Now first we have to fill personal details of user--
- 1. Select company for user
- 2. Enter first name of user
- 3. Enter last name of user
- 4. user name will auto generate you can edit user name
- 5. Password will generate using generate password button
- 6. User id is not in use right now you can left this field empty
- 7. Enter email id of user
- 8. User ID for using internally this is optional field
- 9. User ID for using external soft nr this is optional field
- 10. Enter date of birth date of user
- 11. Pin will generate using the generate button
- 12. Select language
- 13. Upload photo of user it is also the optional field
- ☐ User name and password fields will the user name and password for foxsec web application.
- ☐ You have to generate password and pin using buttons.



User Tab/Add new user/personal data/user role

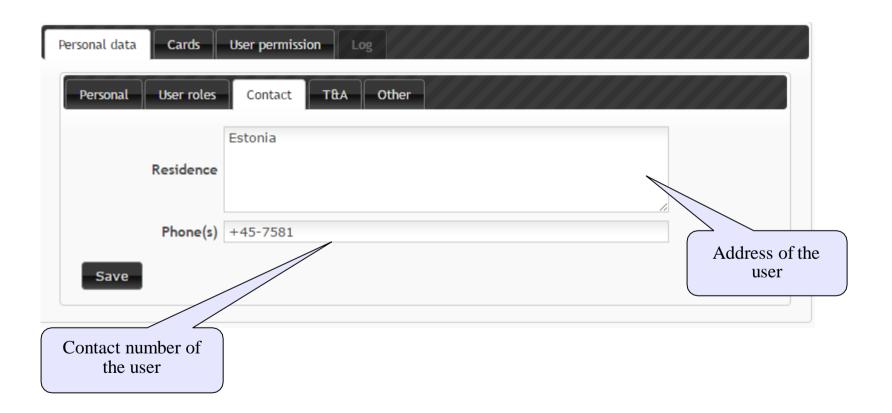
After saving the user personal data you will get other tabs activated for the user.
Now move on to user role tab.
You have to select one role from the list.
Enter validity period for that role.
You can select only one role for the user.
One role must be selected for the user.
There is option for add service for the user you can add these service
by the checkboxes. Services are-
 □ Card alarm to email - if e-service running and declared door alarms -"door opened by key" and "door too long open" alarms sanded to e-mail □ e-service allowed- the system technical information is sanded at 03:00 each night to e-mail at 9:00 and at 15:00 system tables if have sanded to e-mail ,also expired cards ,users left from work (if HM integration made) information sanded to e-mail
☐ Is visitor-all this user permissions and cards can give to visitor



User Tab/Add new user/personal data/contact

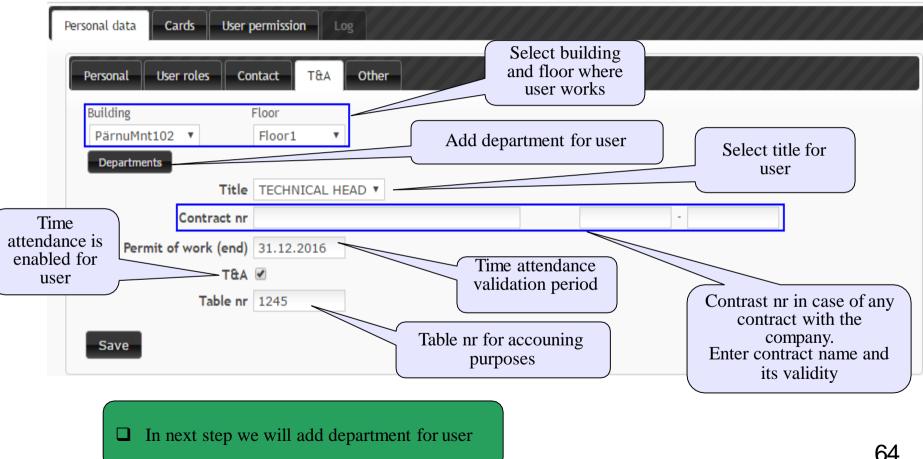
- Now move on to contact tab.
- ☐ This tab is optional for the user.
- ☐ You have to enter residence address of the user.
- ☐ Then phone number for the user.

☐ This tab is optional tab for the user.



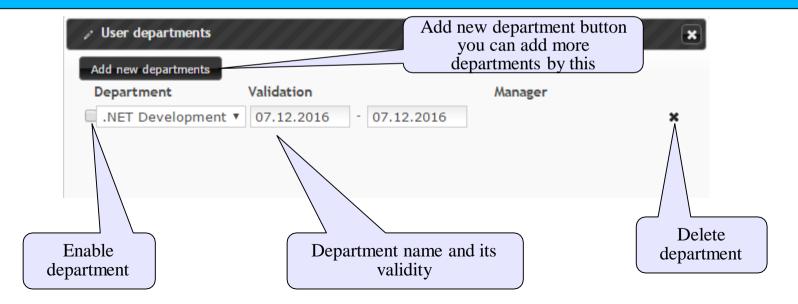
User Tab/Add new user/personal data/T&A(time and attendance)

Now move on to T&A tab.	
T&A tab is for time and attendance for the user.	
First you have to select building and its floor for user where user works.	
Then you have to add department for the user. That means user department where user works.	
Select title for the user from dropdown.	
Contract nr field is in case of when user have some kind of contract with the company you	
have	
to add contact name with the validation period if user have contract otherwise its optional.	
Enter permit of work. Time attendance validation period.	
Tick t&a to enable time attendance for user.	
Table nr is for accounting purpuse.it is also the optional field.	



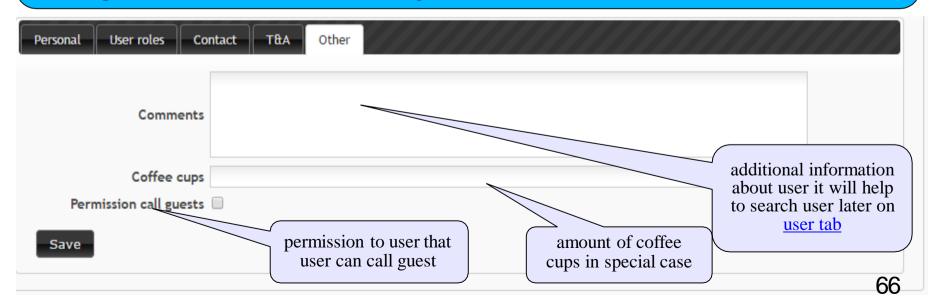
T&A(time and attendance)-how to add department

- ☐ To add new department for user click on department then.
- ☐ Now you will get a window here click on new department.
- ☐ Now select department for the user from dropdown and add validity for it and tick the checkbox



User Tab/Add new user/personal data/other tab

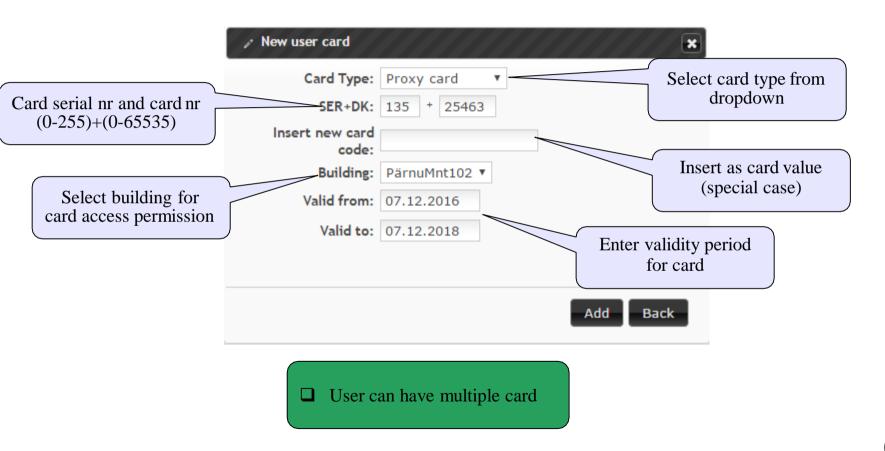
- ☐ This is the optional tab for the user.
- ☐ First you have to add additional information.
- ☐ Add amount of coffee cups in special case.
- ☐ Add permission to user that user can call guest.





User Tab/Add new user/card tab/add new card

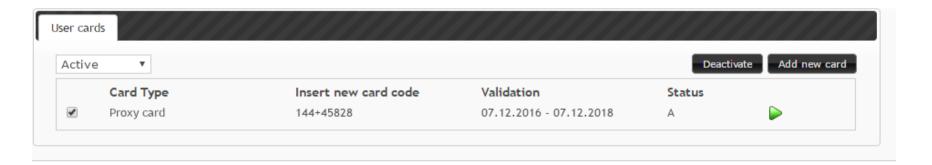
Now we add cards for the user.	
☐ We have to click on card tab of that user then click on add new card button.	
☐ Now we have to select card type from the dropdown	
□ Now we have to add SER+Dk code.(SER would be 0-255 and DK would be 0-65535)	
☐ Insert as card value (special case).it is optional field.	
☐ Select building where the card have access permissions.	
☐ Add card validity.	





User Tab/Add new user/card tab/deactivate card

- ☐ After saving the card tab card will activated and its will appears in user card tab.
- And we can deactivate and edit this card .we have to click on edit button to edit card we will get same window like add card and we can edit details and we can add comments.
- ☐ But if we have to deactivate card we to click on checkbox of that card and then we will get deactivate button to deactivate card.



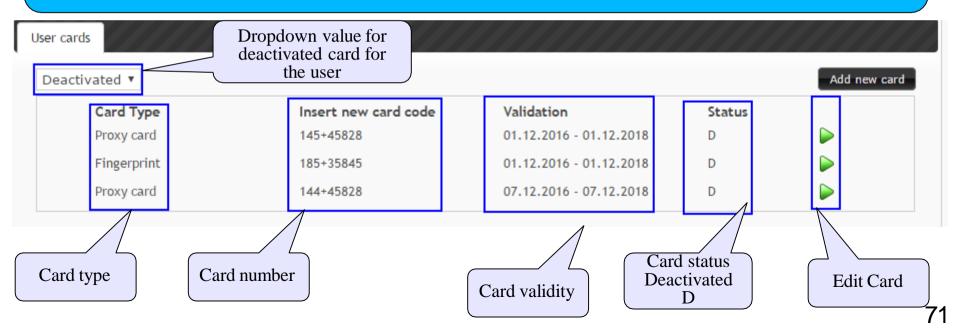
User Tab/Add new user/card tab/deactivate card

- ☐ After click on deactivate button we have to just select the card deactivation reason from the dropdown.
- ☐ it will deactivated and card status will change A to D.



User Tab/Add new user/card tab/deactivate card

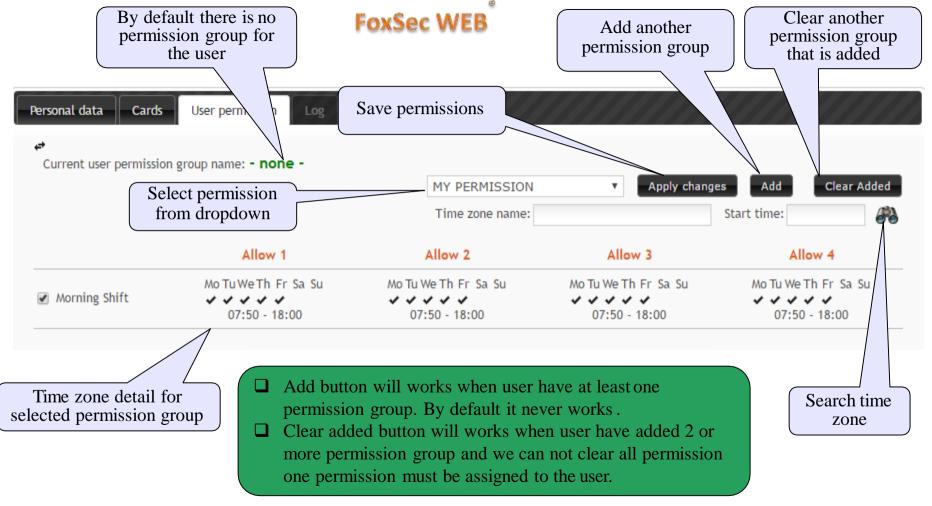
- Now you can filter cards you have to select deactivated from drop drown from the user card.
- ☐ You will get all deactivated cards details for the user.



User Tab/Add new user/User Permission tab

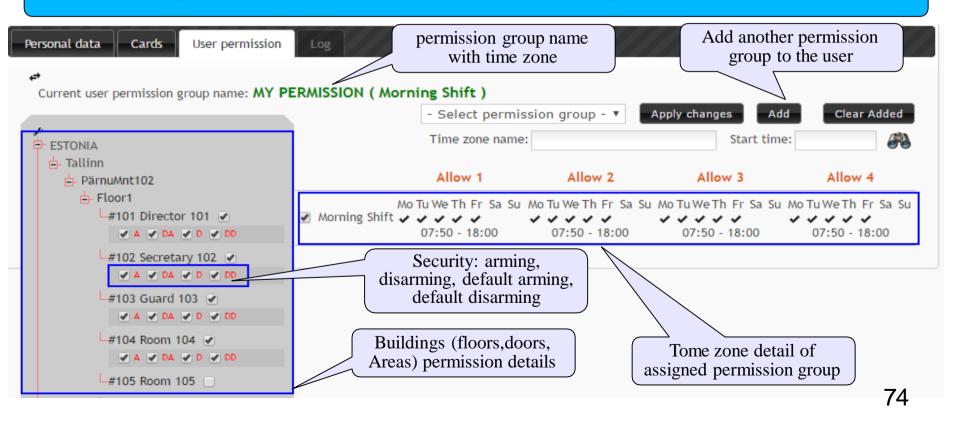
- Now we assign permission group to user.
- ☐ We have to click on user permission tab.
- Now select permission group from the dropdown and click on save button.
- ☐ By default there is no permission group for the user.
- ☐ It will show current permission group none.

We can assign multiple permissions to the single user using add button



User Tab/Add new user/User Permission tab

☐ After adding permission group to user it will shows all detail of permission with door access.



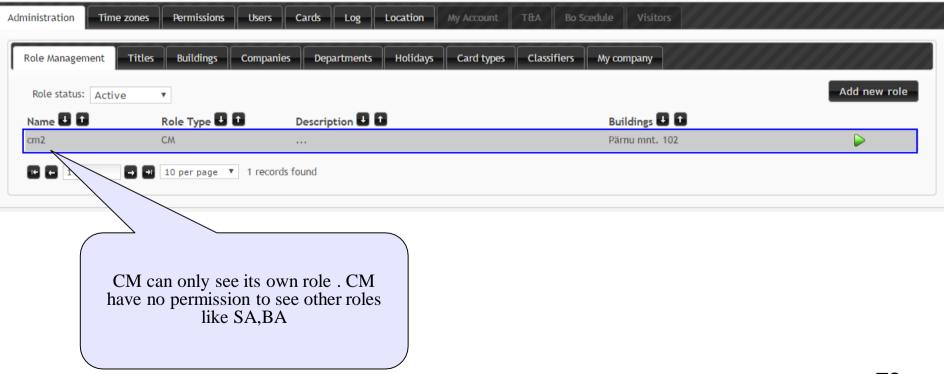
FoxSec web as a Company manger login

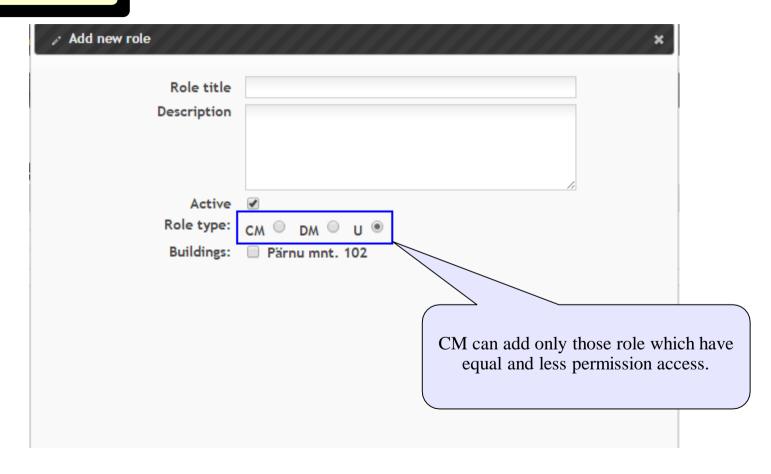
- Now we take a look in CM(company manager) when logged in.
- ☐ There is changes in SA login an CM login.
- ☐ SA have full access to foxsec web but CM have limitation.
- Like CM can see list of user of own company.
- CM can add user to its own company.
- ☐ CM can give permission group to user which he have assigned.
- ☐ CM can add role equal to its role and less then is role. CM can not add SA.
- ☐ CM have access permission to its company.

We will see the screenshots where are the changes for CM.

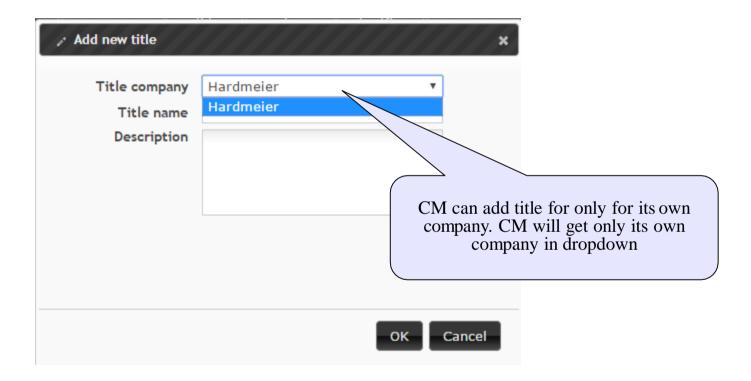
Role management tab for CM login

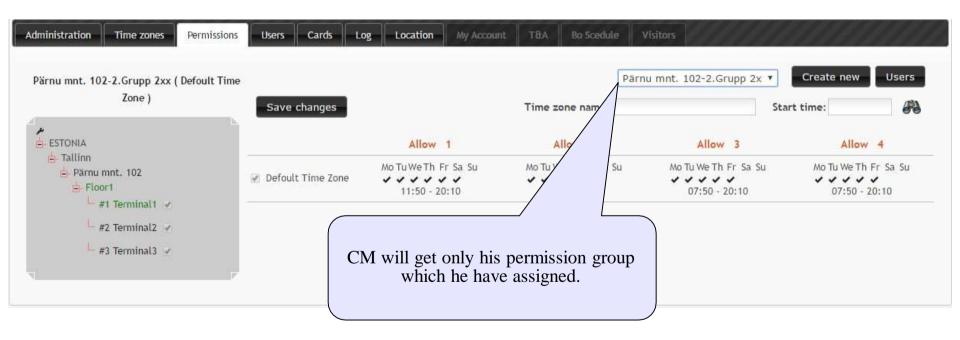
CM is a role type in role management





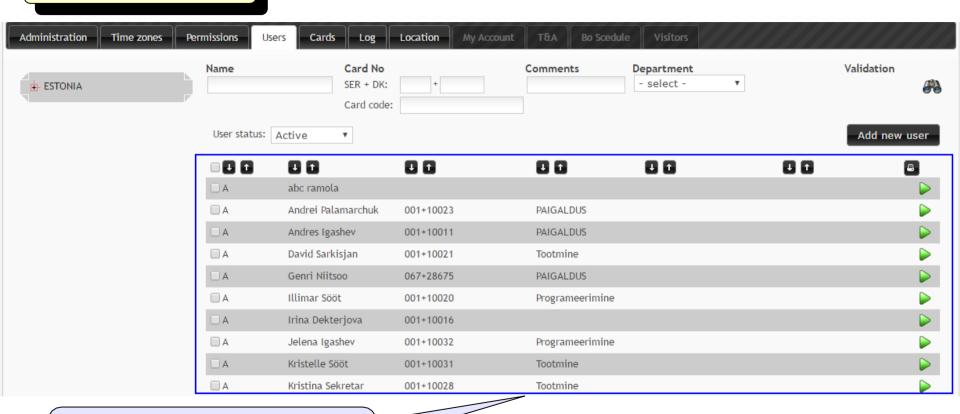
Add Title for CM





User tab for CM

FoxSec WEB

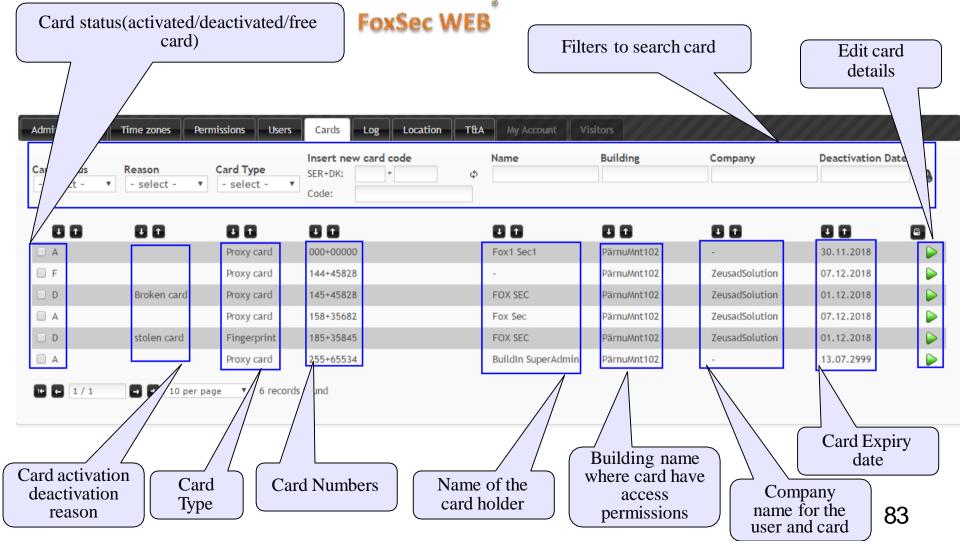


CM can see only the user of its own company

Personal data User roles Personal Company Hardmeier First name Upload foto Last name User name **Password** User ID **Email** CM can add user only for its own Personal code company Ext. Personal code (dd.mm.yyyy) Birthday **PIN 1:** PIN 2: Language - select -Generate Password Generate PIN Save

- □ Now move on to card tab.
- ☐ This tab shows all the card details. We can not add new card.
- ☐ There are three types of card- Activated cards/deactivated cards/free cards.

- Activated card- we can only deactivate this card and edit details
- Deactivated card- we can activate this card/we can add this to add free card/and we add this card to new user and edit details.
- Free card- we delete this card/we can move this card for another building /and we can add this card to new user and edit details.



Cards tab/deactivate activated card

- ☐ To deactivate card just tick the checkbox of activated card.
- ☐ Then you will get deactivate button.
- ☐ Click on this button you will get popup and select reason to deactivate this card.



Cards tab/Activate deactivated card

- ☐ To activate card just tick the checkbox of deactivated card.
- ☐ You will get three buttons click on activate card.
- now select reason to activate card.



Cards tab/add to free card to deactivated card

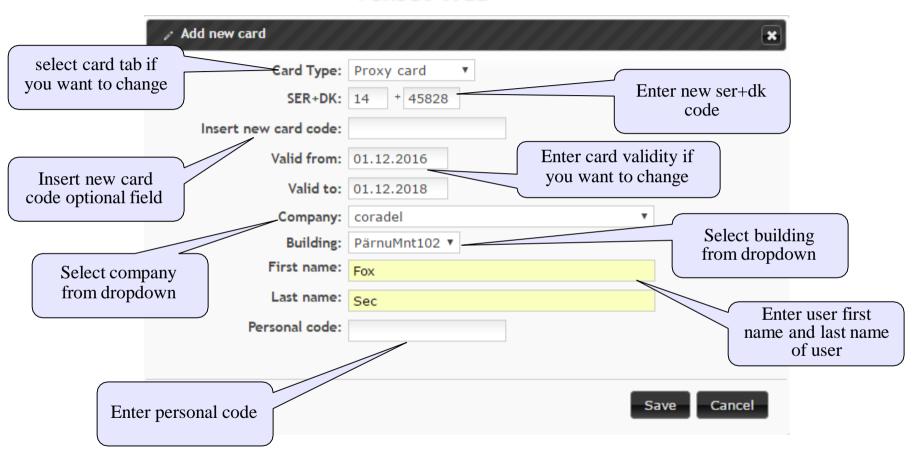
- iust tick the checkbox of deactivated card.
- ☐ You will get three buttons click on add to free card.
- □ Popup will ask to add to free card press add to free card button.



Cards tab/add deactivated card to new user

- iust tick the checkbox of deactivated card.
- You will get three buttons click on add card to new user.
- ☐ Then we will get a popup we have to fill the details.
- ☐ We have to enter empty fields.
- ☐ We can change the fields which are by default selected.

- ☐ We have to change SER+Dk code if it is by default selected.
- ☐ We can not assign same card no to user.





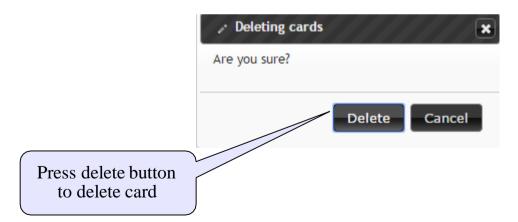
Cards tab/ move free card

- ightharpoonup just tick the checkbox of free card.
- ☐ You will get three buttons click on move card button.
- ☐ Now you will get popup select the company from dropdown where you want to move card.



Cards tab/ delete card

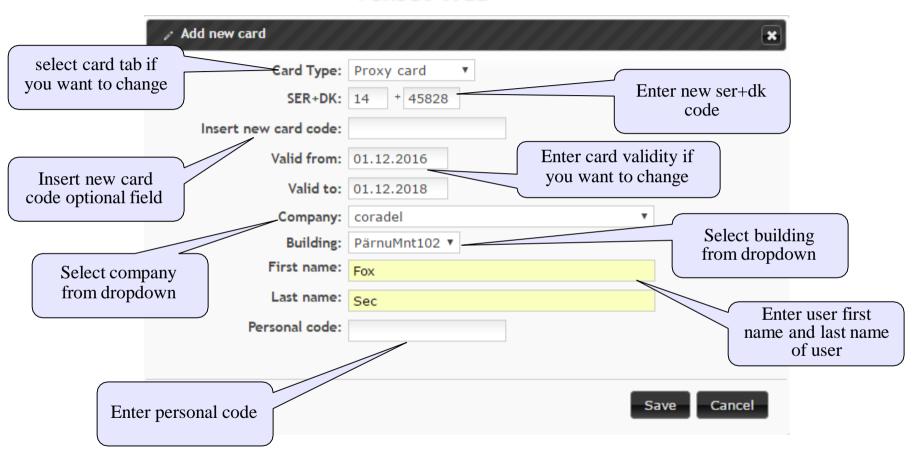
- ☐ just tick the checkbox of free card.
- ☐ You will get three buttons click on delete button.
- Now you will get popup with message just press delete button card will deleted and diapers from the cards list.



Cards tab/add free card to new user

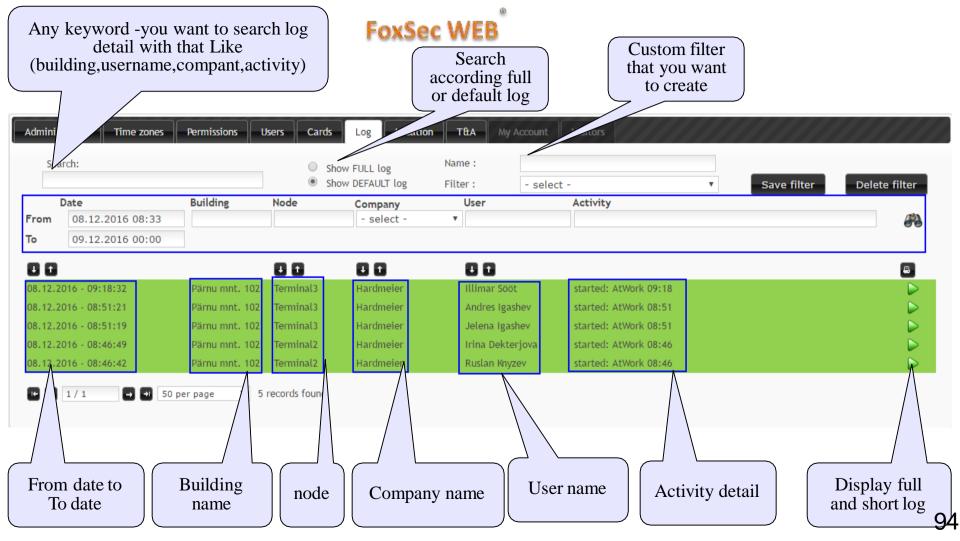
- ightharpoonup just tick the checkbox of free card.
- You will get three buttons click on add card to new user .
- ☐ Then we will get a popup we have to fill the details.
- ☐ We have to enter empty fields.
- ☐ We can change the fields which are by default selected.

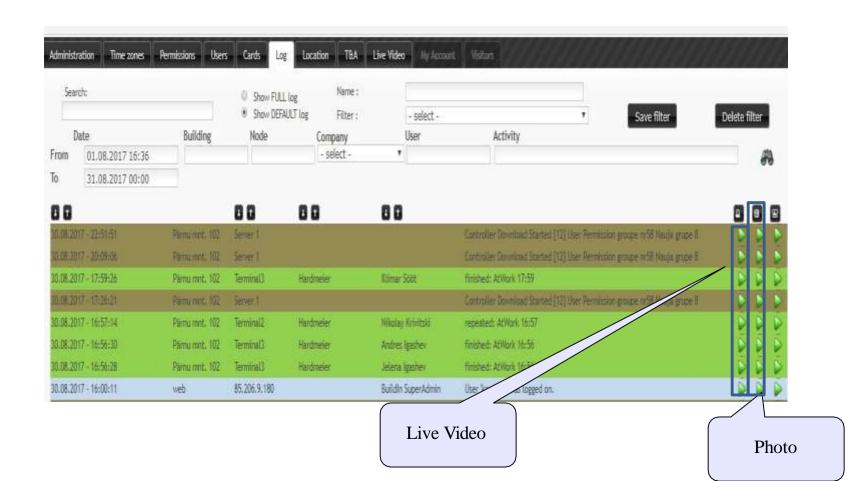
- We have to change SER+Dk code if it is by default selected.
- ☐ We can not assign same card no to user.
- ☐ This process will same like deactivated card to add to new user.



Log Tab

- □ log tab will show you the complete log detail of user .when user starts and ends the work.
- ☐ It will also show the log detail of login user at foxsec web at the movement it will show all activity of user what user does in foxsec web application. From login time to through out logout every changes that user makes in application .
- ☐ We can search log details using the filters.
- ☐ We can create custom filter to search log detail.



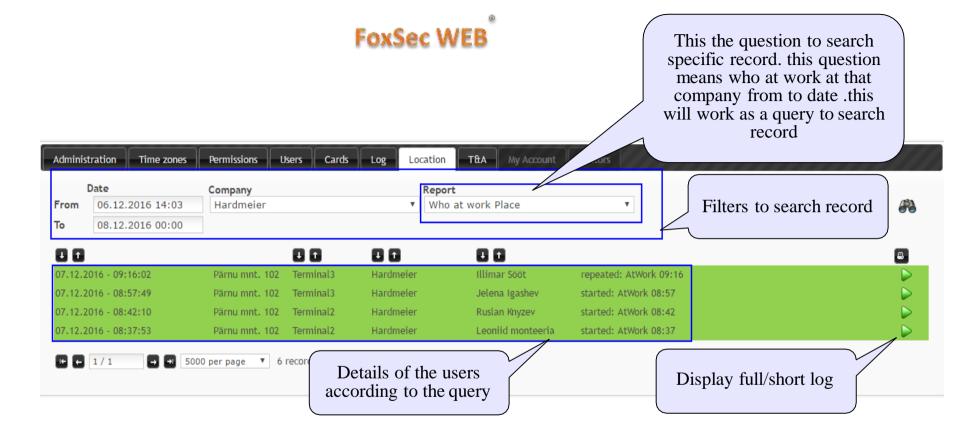


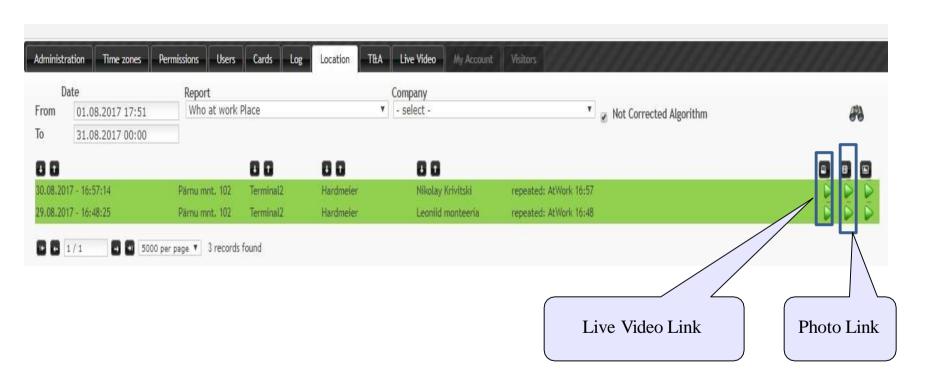
Location tab

- ☐ In location tab we can search user log. By the location.
- ☐ We have to just enter to from date.
- ☐ Select company
- ☐ Select question.

this will works as query to search user log.

- Questions will add threw the foxsecconf application.
- In this page is possible to set up questions based login. This form is useful to quickly get information about person in permises, floors, building etc. this function is mainly used in big buildings and territories.





Location- foxsec conf application to add questions-

In location settings page is possible to set up question based logic. This form is useful to quickly get information about persons in premises, floors, buildings etc. This function is mainly used in big buildings and territories.

For this questions to work firstly is necessary to create correct settings from witch doors are used to enter and leave. Those questions can be multiple.

Information about persons are shown in FS Access server software and also in personnel data software.

This settings are located in General data under location settings.

Creating new question click on Add button.

Location- foxsec conf application to add questions-

For correct question is necessary to specify entry doors, entry/exit (interior) doors and exit doors.

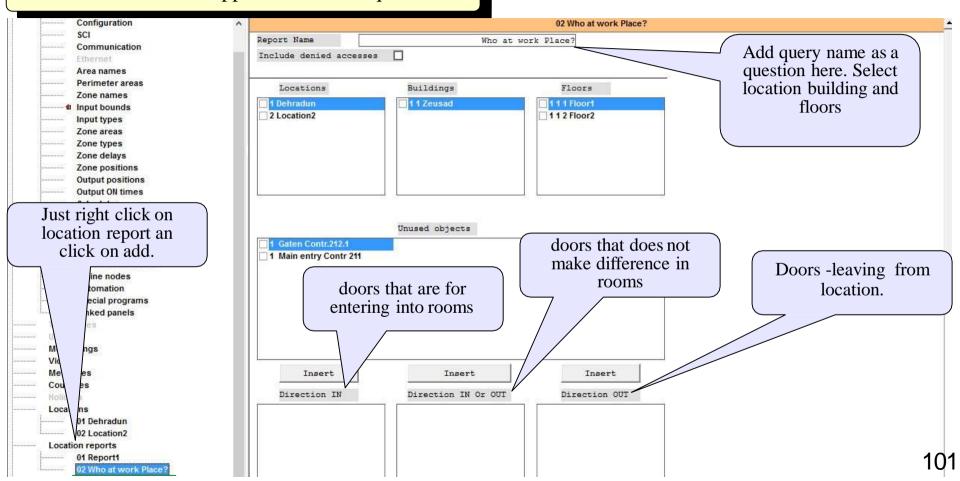
Doors are set in 3 groups:

- 1. doors that are for entering into premises (entering into question)
- 2. entry/exit (interior) doors that does not make difference in question (still in premises)
- 3. exit doors (leaving from question)

Questions work under last movement. If user entered then this user is automatically added to list who is at the premises and if user exits

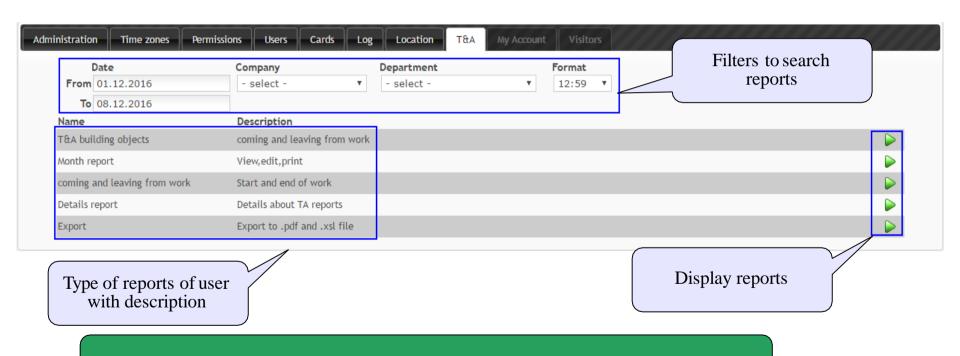
from selected door then this user is removed from questions (is set as leaved).

Location- foxsec conf application to add questions-



T&A tab

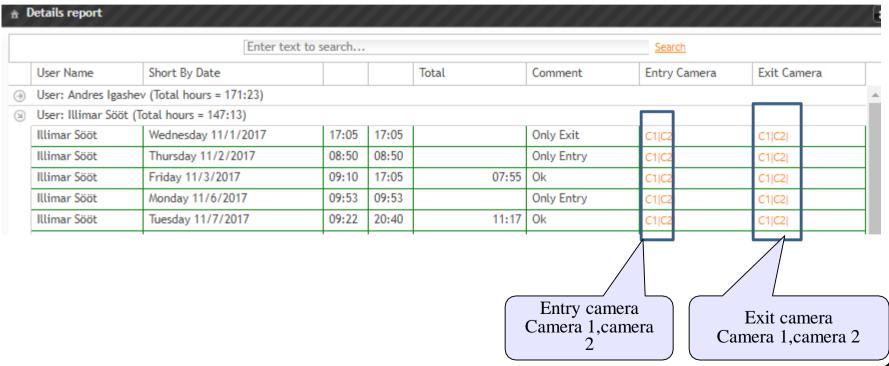
- ☐ This tab is for time and attendance.
- ☐ This tab is basically shows all the repots of users.
- we can search records using filter like from date to date company department etc.
- ☐ There is no search button filters will automatically works when we click on reports.
- \Box There are 5 sections in this page.
- 1. T&A building objects
- 2. Month report
- 3. coming and leaving from work
- 4. Details report
- 5. Export



There is no search button. filters will automatically works when we click on reports

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After clicking Display Report in T&A tab

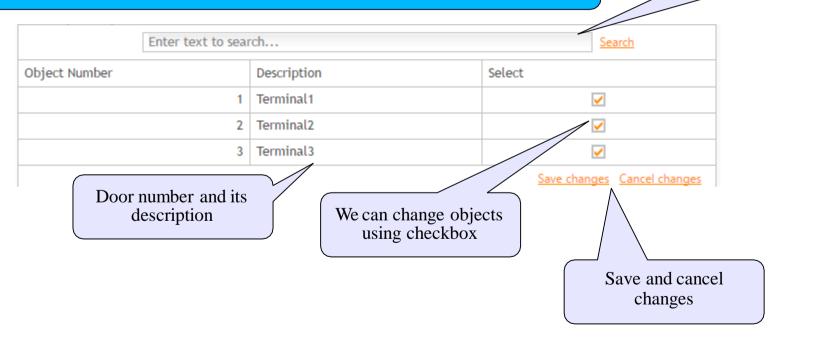


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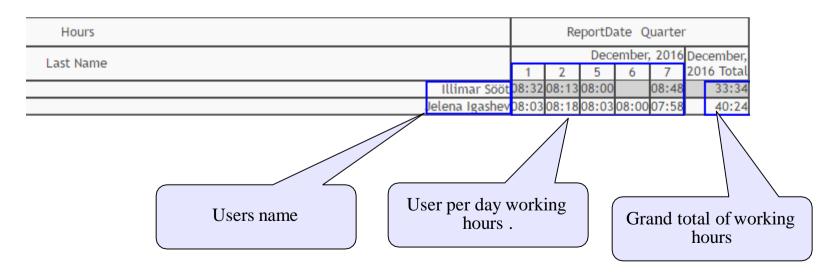
1. T&A building objects

☐ list of building objects (doors) which are used to working time records.

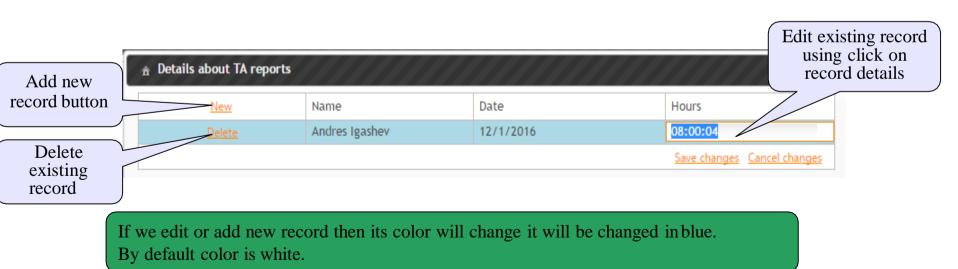
Search building object



- 2. Month report
- ☐ It will show the month report of the user according to the date you will select from date to date.
- ☐ It will show you the total working hours of user per day.
- ☐ At the end it will show grand total of working hours of user.



- 2. Month report/Edit repot
- ☐ We can edit report we have click on employee hours then we will get new window.
- ☐ We can delete and edit existing record as well as we can add new record.
- ☐ If we click in new button we will get blank row we can add values for it and then click on save changes.



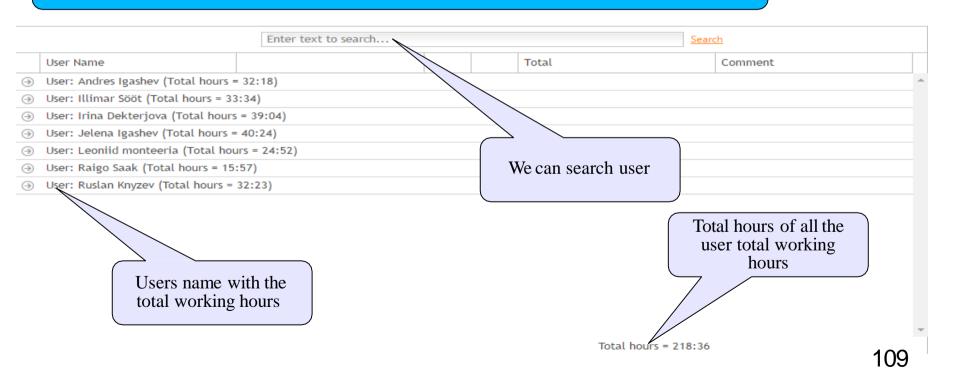
- 3. coming and leaving from work
- ☐ This tab will show you daily coming and going details from work of user.

	ReportDate Quarter											
	December, 2016											
	1		2		5		6		7		8	
	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out
Andres Igashev	08:51	16:54	08:52	17:11	08:52	16:55	08:56	16:55	08:57	16:55	08:51	08:51
Illimar Sööt	09:01	17:33	08:55	17:08	09:01	17:01	09:19	09:19	09:16	18:04		
Irina Dekterjova												
Jelena Igashev								16:56	08:57	16:56	08:51	08:51
Leoniid monteeria						16:59			08:37	16:50		
Raigo Saak	08:57	16:54	08:51	16:52			08:53	08:53				
Ruslan Knyzev	08:40	16:54	08:39	16:49	08:54	16:50			08:42	16:45	08:46	08:46

Users name

Daily in and out time from work of user

- 4. Details report
- ☐ This tab will show you total working hours of all the users.



5. Export FoxSec WEB

- ☐ We can export user monthly report into pdf and xls.
- ☐ There are two option to export report detail report and report.
- ☐ Detail report will export daily report with in out time of user. And report will export total monthly working hour of user.



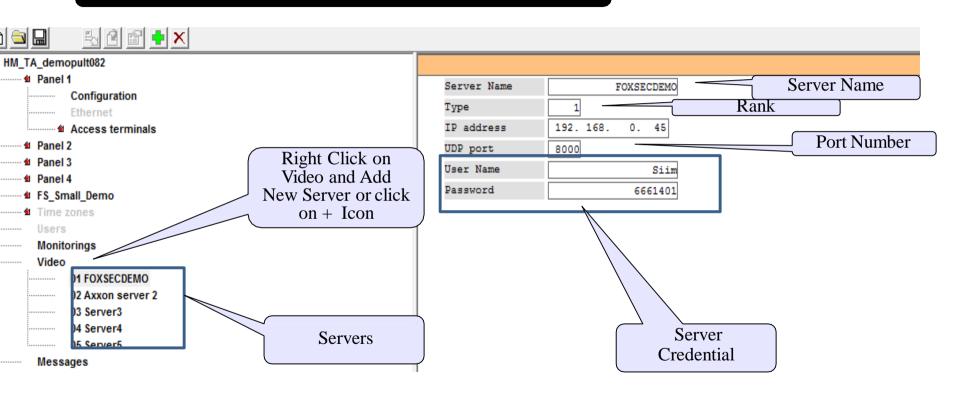
- \Box What is Ser +Dk in user card?
- ✓ Ser +Dk or Card Code is access unit code only 1 of SER+DK or card code is possible in form. SER is 0-255 DK is 0-65535 card code have limit 50 character the system can't have duplicates SER+Dk or card Code. you can insert this field by specific card readers or read numbers or characters from "Log" Tab after showing the card or fingerprint or car number to online reader.
- ☐ What is contract nr means in user work tab?
- contract nr means if user have some kind of contract with the company then we write the contract name and its validity period. From date to Todate.
- ☐ What is work time and table nr in user work tab?
- work time- For this person is in work time reports or not (example Visitors or people outside company not needed T&A reports). It should be checked for the worker and not checked for the visitor.

 Table nr is for integration third part payment system for getting working hours
- ☐ In permission tab why users button shows empty for the permission group?
- ✓ The button shows empty because permission group you have selected or you are creating in not assigned to any user. If it will assigned to user then it will show user detail.

- ☐ In building tab how to add buildings?
- ✓ This tab is not to add building. This tab shows you how many buildings are in a location and how many floors and doors that building have. to add building you have to use foxsec conf application. That is mention in manual.
- ☐ What is number in add new department tab?
- ✓ the number mean in this tab is how many number of department in that company for specific department.
- ☐ What is Moving holiday in holiday tab?
- ✓ Moving holiday means if holiday date is different for every year so it will be moving holiday.
- ☐ What is classifiers?
- ✓ Classifiers is the activation and deactivation reason for the user ,company and card.
- ☐ While creating new permission group what is the use of copy data from?
- ✓ Copy data from means if we want to give same permission access like time zone and building access then we can copy permission from the permission group which are already created before if we wand to assign new permissions the we can not select value from dropdown.

- ☐ What is report in location tab?
- ✓ Report is like a question to search specific record. It will work as a query using other filter like in location tab query will work as- from date to Todate in selected company who are at work. so it will filter data according to query. Question will add threw foxsec conf application. details are mention in manual page no 79.
- ☐ How many users ,countries, buildings, building objects , companies, and hardware can I add to FoxSecWEB?
- ✓ FoxSecWEB don't have software limits.
- 1.Limit is how powerful server is.
- 2.Limit is license limit.
- 3.Controllers users count limit (door controllers series fs7000 have up to 1850 users ,door controllers fs8000 series have 7680 users limit ,security panels fs9010 and fs9000 have 2880 users limit). Users who don't have access control door permissions don't take fs7000 and fs8000 users memory. Users who don't have security permissions don't take security panels fs9010 and fas9000 users memory. One project exported from foxsecconf to FoxsSecWEB has limited hardware users limit .FoxSecWeb is not limited exported projects from FoxsecConf

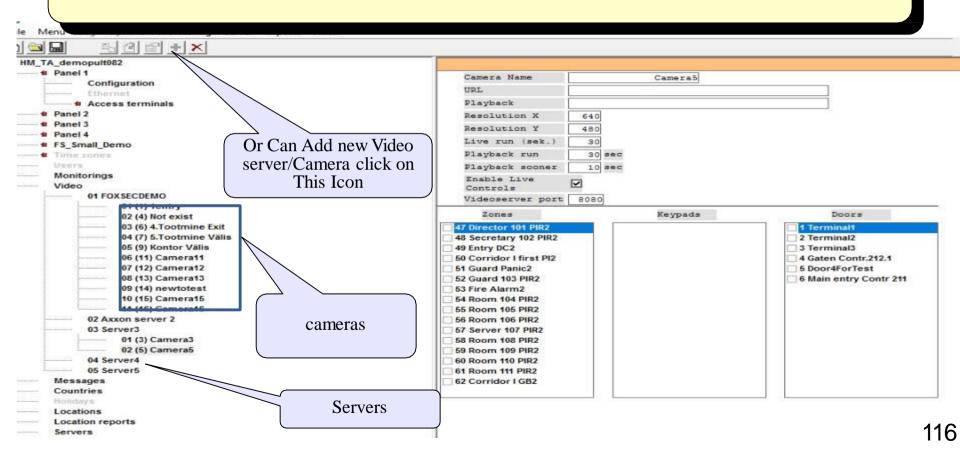
1. Live Video-Process to Add server



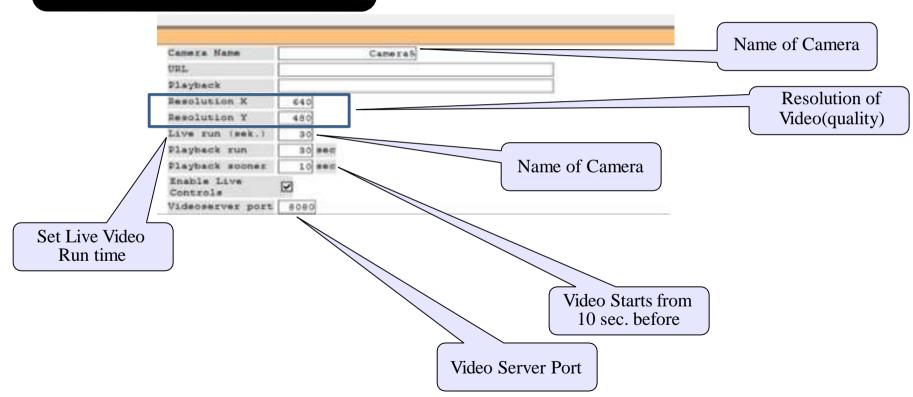
1. How to Add Video

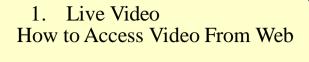
- ☐ We Add Video from FoxSecCon Window Application
- ☐ Go to Video and click on it
- ✓ Right click on Video you will get option Create New Server or you can click +icon
- ✓ For adding New server
- ✓ You can Delete Server on right click on server
- ✓ Right click Server you can add camera on Right click or + icon of Menu bar
- ✓ It will ask do you want new camera
- ✓ You can delete Camera which camera you want delete right click on it and delete camera
- ✓ Adding new camera you Need following details

1. Process Adding Camera from FoxSecCon

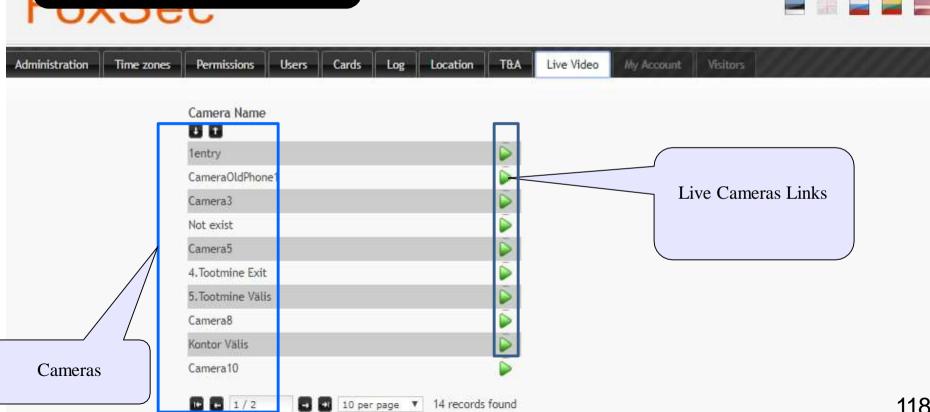


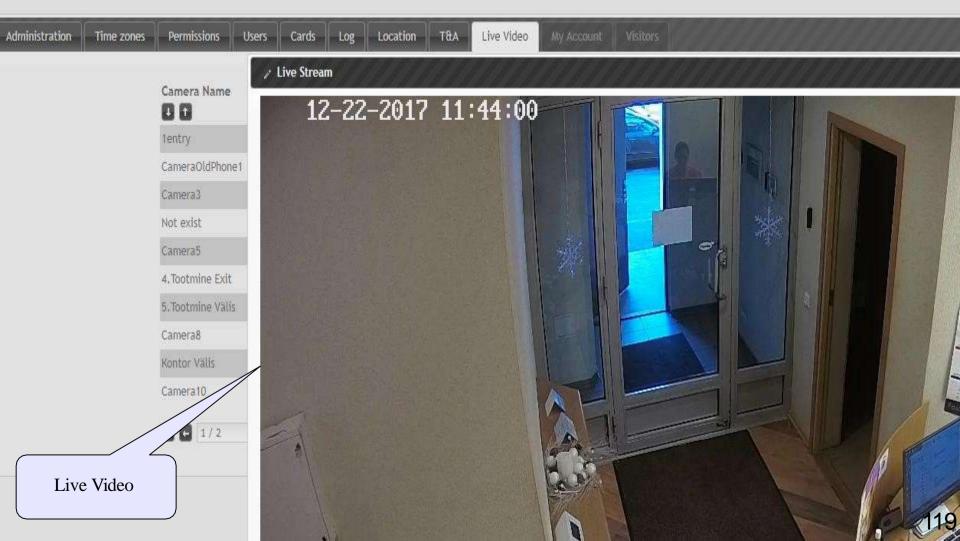
1. How to Add Video











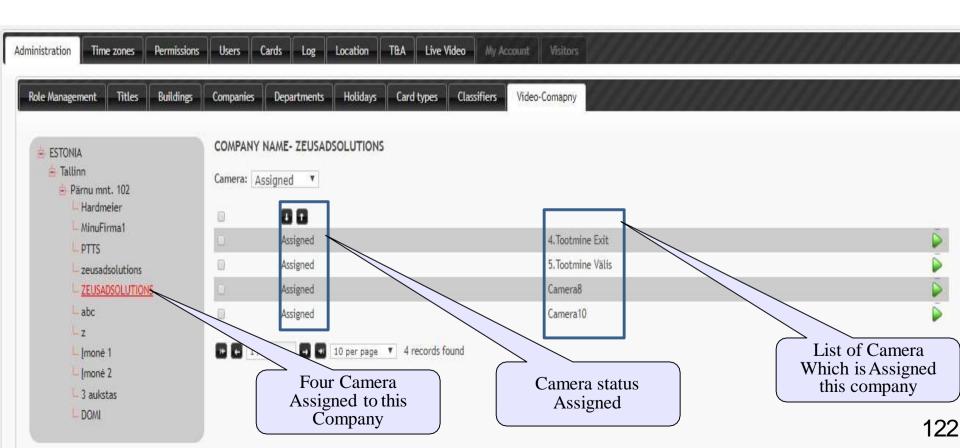
- ☐ What is Live Video tab?
- ✓ In Live Video Tab there is List of Camera
- ✓ 1- Name of Camera
- ✓ 2- Button(By clicking this button you can see Live Video)

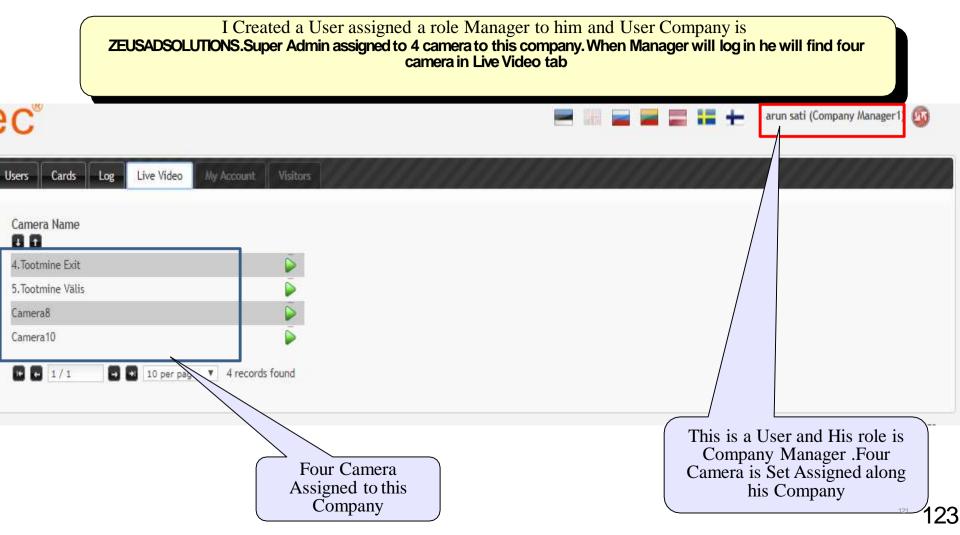
- ☐ You can see only those Camera which assigned to your Company that will be decide in Video Company tab
- ✓ Video Company Tab Can Access by only Super Admin
- ✓ Super Admin Can Assign or Unassigned Camera through Video Company

- only Super Admin Can Assign the Camera
- ☐ Login by Super Admin Credential
- ☐ Go to Video Company tab
- ✓ In Video company Tab there is List of Company
- ✓ You can select Company from tree
- ✓ And Assign an Unassigned Camera to a Company

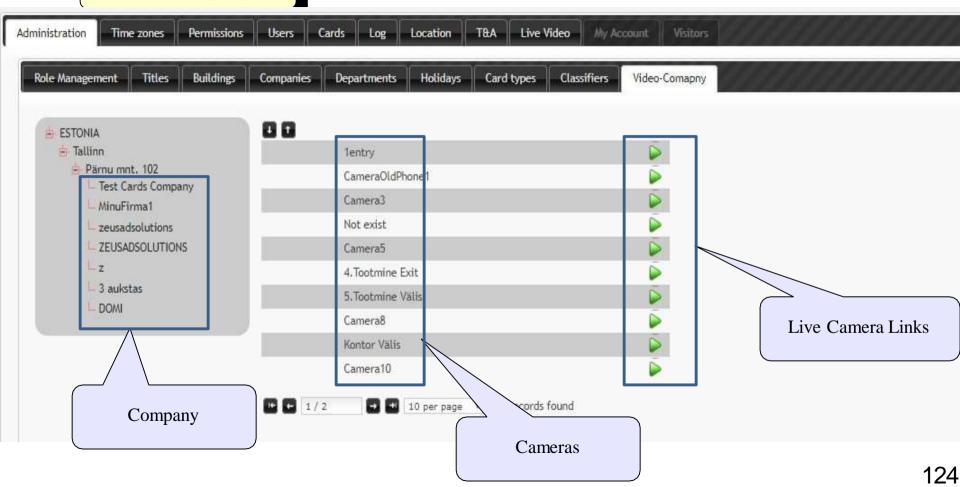
- ☐ You can see only those Camera in Live Video Tab which assigned to your Company
- ✓ Video Company Tab Can Access by only Super Admin

Camera Assigning process to a Company

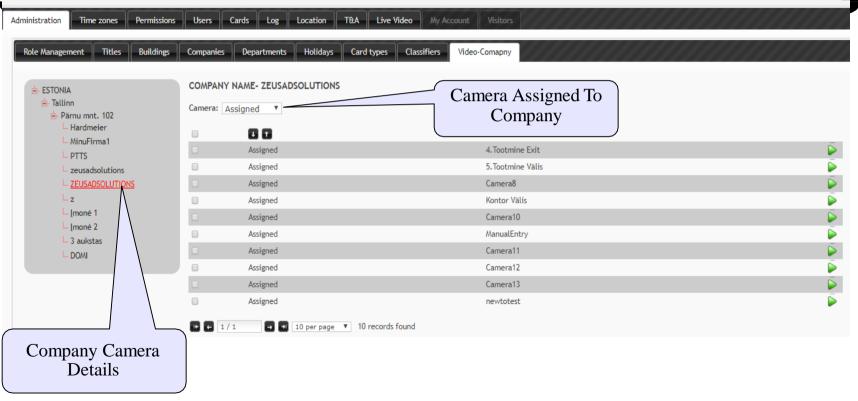




Video Company



Camera Assigned To Company



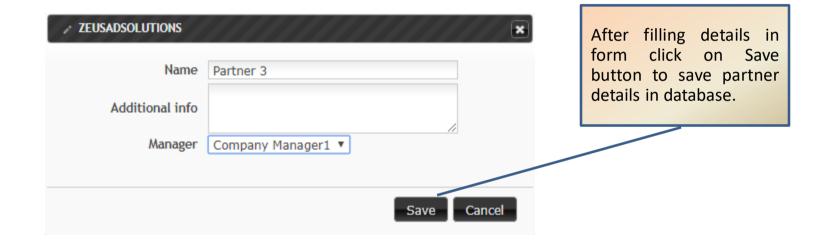
My company



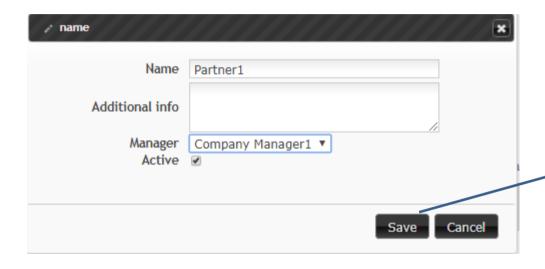
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Version: 1.2.0.224

Add new partner



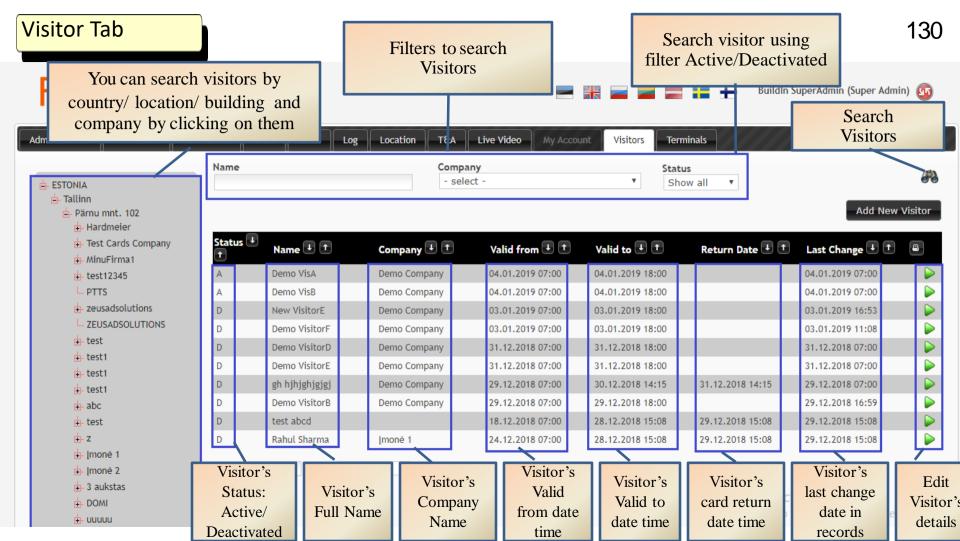
Edit partner



After filling details in form click on Save button to update partner details in database.

Difference between Users, Cards, Log Tab companies and My company tab:

- ☐ In Users, Cards, Log Tab companies, Super Admin can give permissions and In My company, Company Manager can add partners.
- ☐ In Users, Cards, Log Tab companies Super Admin can give permissions that Company Manager of selected company can also see the details of Users, Cards, Log Tab of other selected sub companies. It is good for corporation because people visit different corporation companies.
- ☐ My company Tab is only good for one company's partners companies (cleaners ,maintains...)



Visitor Tab: Add New Visitor

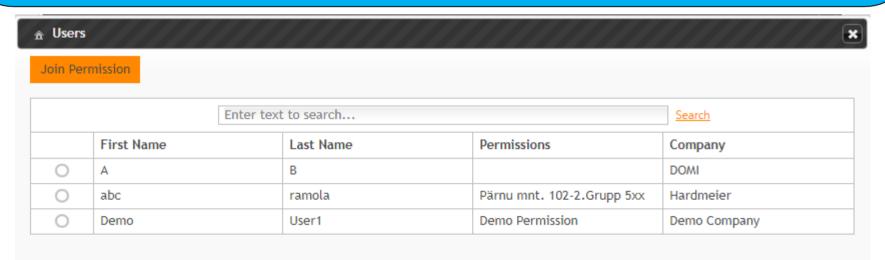
There are several tabs in Add New Visitor but at the time of visitor creation only Personal data/ Personal will be active and rest all tabs will disabled. ☐ We can add new visitor after entering following details: Company, First Name, Last Name, Phone (s), Email, Car Number, Car Type, Valid From, Valid To, Join Permission and Card Need Return. ☐ We can't add two visitors having same First Name, Last Name, Phone (s) and Email. After saving visitor details others tab will enable for selection. User can print visitor card after clicking on "Print Visitor Card" button. User can send visitor card to visitor's entered email after clicking on "Send QR Code" button. ☐ If View Visitors (Read Only) option selected for any role than Read only Edit Visitor form will open.

Visitor tab: Add New Visitor/ Personal data/ Personal



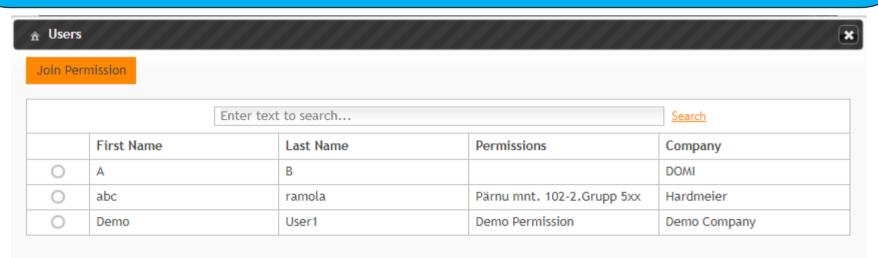
Visitor tab: Add New Visitor/ Personal data/ Personal/ Join Permission

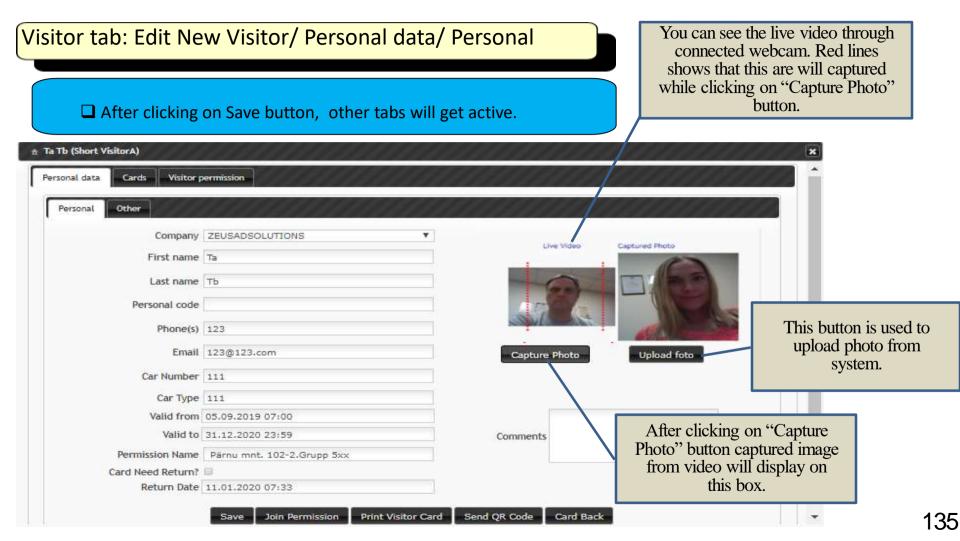
- □ After clicking on "Join Permission" button in "Personal data/Personal" Tab, list of available users will display for which "IsShortTermVisitor" is selected and Valid To > Current Date Time in User tab.
- ☐ We can select only one user at a time and click on "Join Permission" button.
- ☐ After clicking on this button selected user permission name will display in Personal Tab's Permission Name text box.
- ☐ If visitor's valid to date time passed, "Join Permission" button in "Personal data/Personal" Tab will get deactivated.

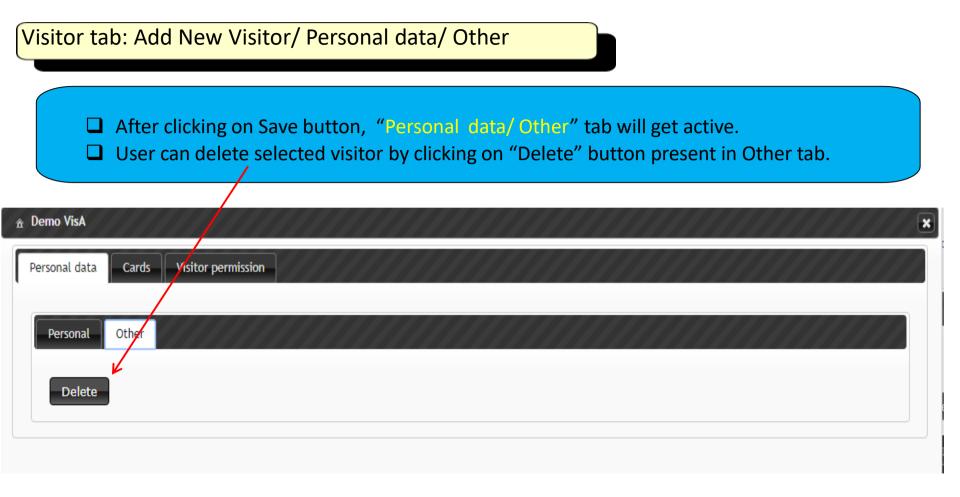


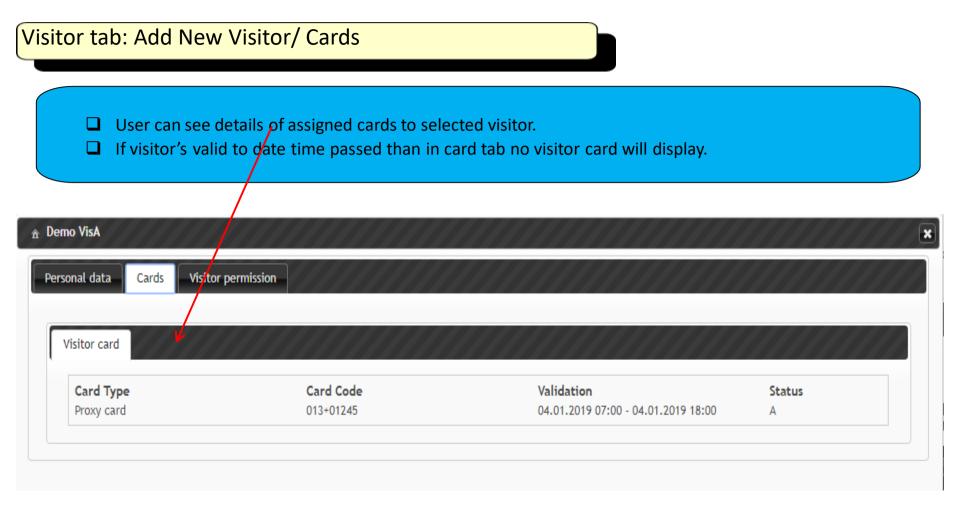
Visitor tab: Visitor

- After clicking on "Join Permission" button in "Personal data/Personal" Tab, list of available users will display for which "IsShortTermVisitor" is selected and Valid To > Current Date Time in User tab.
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- ☐ If visitor's valid to date time passed, "Join Permission" button in "Personal data/Personal" Tab will get deactivated.







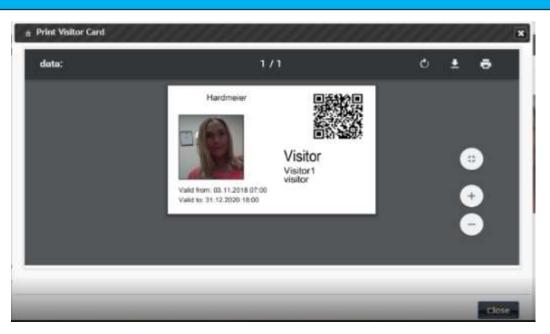


Visitor tab: Add New Visitor/Visitor Permission User can see details of permission and Joined user name of selected visitor. If visitor's valid to date time passed than in Visitor Permission tab no visitor permission will display. Demo VisA × Personal data Cards Visitor permission Current user permission group name: Pärnu mnt. 102-2.Grupp 5xx Joined User Name: abc ramola Allow 1 Allow 2 Allow 3 Allow 4 - Tallinn Mo Tu We Th Fr Sa Su 24/7 H ~ 00:00 - 18:59 00:00 - 18:59 23:00 - 01:00 23:00 - 01:00 #1 Terminal1 L#2 Terminal2 ≥ ∟ <u>o</u>#3 Terminal3 ▽ --- F2 ∟#6 Main entry Contr 211 💌 #4 Gaten Contr.212.1 -#1101 Director 101S ✓ VAVDA VD VDD #1102 Secretary 102S _#1103 Security room 103S _#1104 Room 104S -#1105 Manager 105S -#1106 Storage room 106S #1107 Server 107S

#1108 Room 108S

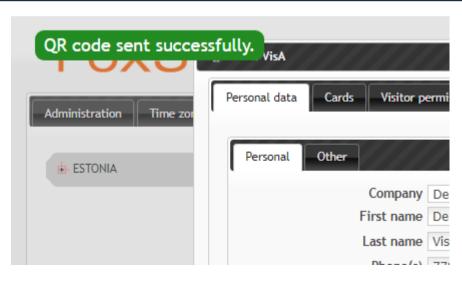
Visitor tab: Add New Visitor/ Print Visitor Card

- ☐ User can print visitor card after clicking on "Print Visitor Card" button.
- ☐ This button will active only if Permission Name is selected for Visitor.
- ☐ If visitor's valid to date time passed than "Print Visitor Card" button will get disable in Personal data/Personal tab.



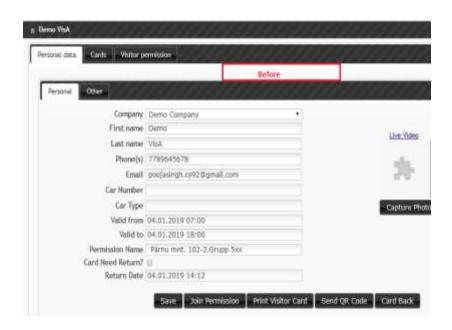
Visitor tab: Add New Visitor/ Send QR Code

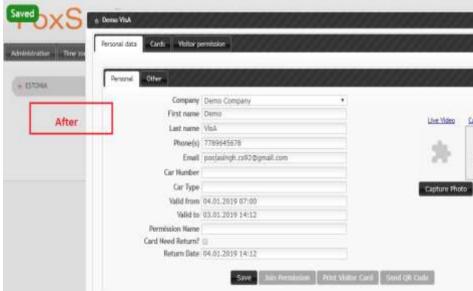
- ☐ User can send visitor card to visitor email by clicking on "Send QR Code" button.
- ☐ This button will active only if Permission Name and Email both entered for Visitor.
- After sending QR code successfully it will display confirmation message. It there is problem occurred while sending QR Code it will display an error message.
- ☐ If visitor's valid to date time passed than "Send QR Code" button will get disable in Personal data/Personal tab.



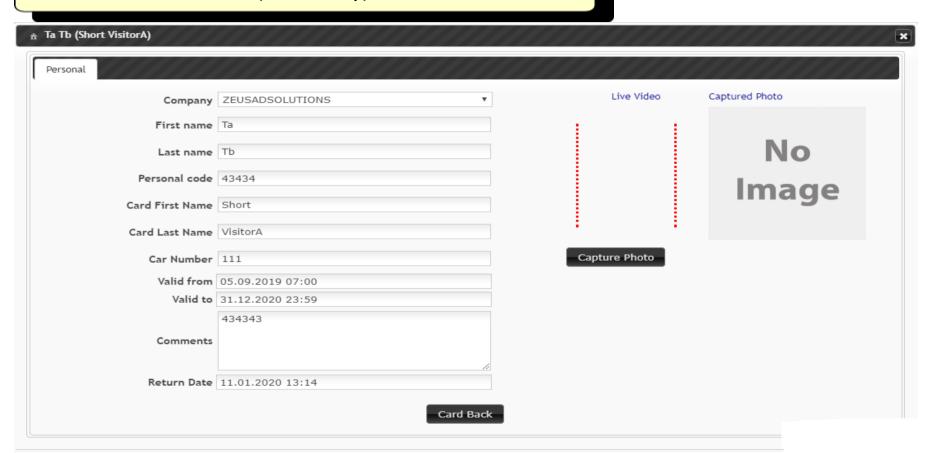
Visitor tab: Add New Visitor/ Card Back

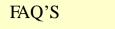
- ☐ If visitor didn't returned card yet, "Card Back" button will display.
- After clicking on this button Return Date as well as Valid To Date (Return Date-1) will get update in database.





Visitor tab: Visitor Form (Read Only)







In Video Company Tab We can Assigned or Unassigned Camera to a Particular Company

☐ Shown as above picture

We Can assigned or Unassigned camera to Company using below picture



✓ When we click check box you will see a button assigned or unassigned which you want to do

be un-assigned from this company



Assigned Camera

General safety

BASIC SAFETY REQUIREMENTS

Before using this electrical device read all of the safety instructions and device manual and be sure you understand it clearly. Keep all of the documentation for further use and give it to the next user with the device.

Warning

Some of the FoxSec devices use mains power 230V/50Hz.

Start of operation

Before plugging in the device check to see that the rated mains voltage and mains frequency, as stated on the rating label, match with your power supply.

Environmental protection

Worn out electrical devices contain considerable amounts of valuable raw and plastic materials, which can be recycled.

Only for EU countries:



Newer dispose of electrical devices in your household waste! In accordance with European Guideline 2002/96/EC on used electronic and electric equipment and its implementation in national legal systems, used electrical devices must be collected separately and handed in for environmentally compatible recycling.

Safety precautions

Warning: Read these instructions before use. Pay special attention to the safety information.

These instructions are intended for persons having a basic technical knowledge of the operation of electrical devices such as the one described herein. If you have no experience whatsoever with such devices, we strongly recommend that you seek the advice of an experienced person.

Installation and maintenance works can be done only by qualified personnel

Check general requirements.

Keep devices area tidy.

Consider environmental conditions. Do not expose the machine to rain. Do not leave device in damp or wet environment.

Do not use the device near inflammable liquids or gases.

Risk of electric shock! Prevent body contact with earthed objects such as radiators, pipes, cooking stoves or refrigerators when operating with this device

If the device is not in use store it in a cool dry place away of reach of children.

Do not overload device. It will work safely and perfectly in stated limits.

Do not use the mains cable for any purpose it is not intended for.

Disconnect power before servicing.

Disconnect power if it is not in use.

Use only special installation box and cables for installing the device into outdoor conditions

Be alert. Know what you are doing. Set out to work with reason. Do not operate device while under the influence of drugs, alcohol or medication!

Before using the device check that it is not broken in any way. In case of discovering a defect on the device, let it check by authorized personnel only.

All devices must be installed only places that have enough space to work normally.

Use only those additional devices mentioned in this manual. If using other kind of additional devices, main device may not work properly or even broke the device.

Let the device maintenance be done by authorized personnel only.

Limited Warranty

Hardmeier OÜ ("Hardmeier") warrants that the electronical component(s) sold by Hardmeier, or by either a distributor or stocking representative franchised by Hardmeier to sell electronical component(s) manufactured by Hardmeier (the "Electronical Component(s)"), are free from Manufacturing Defects (as defined and as determined below) for a period of one (1) year from the date of sale to the customer, subject to and on the terms and conditions set forth in this Limited Warranty.

Hardmeier will remedy and correct any "Manufacturing Defects," with respect to the Electronical Component(s), during the one (1) year Limited Warranty period, by, at Hardmeier's sole option replacing, at Hardmeier's cost and expense, the Electronical Component(s) with the same or substantially-similar specifications, provided that (in addition to any other requirements or provisions of this Limited Warranty), the customer returns, with all shipping costs pre-paid at the customer's sole expense, the Electronical Component(s) that the customer claims are subject to any Manufacturing Defects according to Hardmeier's Returned Merchandise Authorization procedures, as they may exist from time-to-time.

Hardmeier is the only party authorized to remedy and correct any Manufacturing Defects as provided by this Limited Warranty, and this Limited Warranty does not apply to replacements of Electronical Component(s), or any other corrective or remedial action with respect to the Electronical Component(s), made by any other party.

Definition of "Manufacturing Defects" "Manufacturing Defects" means Hardmeier verified problems or defects resulting from the manufacture, materials, or workmanship of the Electronical Component(s) by Hardmeier that render(s) the Electronical Component(s) unable to function in a manner consistent with and according to the specifications provided by and/or defined by Hardmeier that are applicable to the Electronical Component(s). Furthermore, Hardmeier specifically reserves the right to: (a) determine, in its sole, absolute discretion, whether a "Manufacturing Defect(s)" exists; and (b) decline any claim under this Limited Warranty with respect to an Electronical component that Hardmeier can not verify, in its sole, absolute discretion, was sold to the Limited Warranty claimant either directly by Hardmeier or though a franchised Hardmeier distributor or stocking representative. Notwithstanding the foregoing, and without limiting the foregoing, "Manufacturing Defects" are NOT unconfirmed defects or problems caused by modifications to, or work performed on, the Electronical Components by any party after the sale of the Electronical Components by Hardmeier. In addition, "Manufacturing Defects" are NOT unconfirmed defects or problems caused by utilization of the Electronical Components in a manner inconsistent with the specifications provided and/or defined by Hardmeier that are applicable to the Electronical Component(s), or in any unreasonable manner. Hardmeier reserves the right to void this Limited Warranty, and shall not be obligated to make any replacements or credits of the Credit Amount with respect to the Electronical Component(s) in event that work is performed on the Electronical Component(s) by any party after the sale of the Electronical Components by Hardmeier, or if the Electronical Component(s) are used in a manner inconsistent with the specifications provided and/or defined by Hardmeier that are applicable to the Electronical Component(s), or are used in an unreasonable manner.

EXCEPT AS SET FORTH IN THIS LIMITED WARRANTY, HARDMEIER MAKES NO OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED. FURTHERMORE, HARDMEIER SHALL NOT BE LIABLE FOR ANY DAMAGES (WHETHER CONSEQUENTIAL, INCIDENTAL OR OTHERWISE) FOR ANY BREACH OF THIS LIMITED WARRANTY, EXCEPT FOR HARDMEIER OBLIGATIONS TO REPLACE THE ELECTRONICAL COMPONENT(S), AS ELECTED BY HARDMEIER AT HARDMEIER SOLE OPTION, AND AS MORE PARTICULARLY PROVIDED BY THIS LIMITED WARRANTY, AND SUCH REPLACEMENTS, AS THE CASE MAY BE, SHALL BE THE SOLE REMEDY FOR ANY SUCH BREACH BY HARDMEIER OF THIS LIMITED WARRANTY.