# Module: m/01/005

'Proving communication and configuring the hardware...'

1. Click on the Hardware menu and select Terminal Configuration...
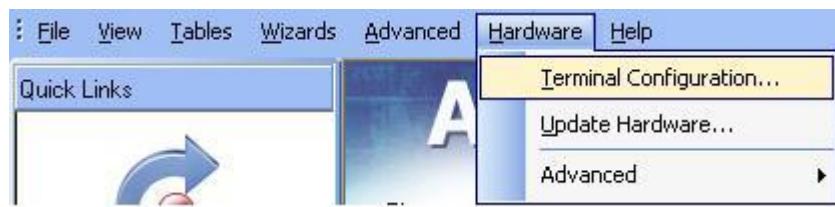
2. <Right-click> on the terminal and select Amend... (or New... if you are adding a new terminal)
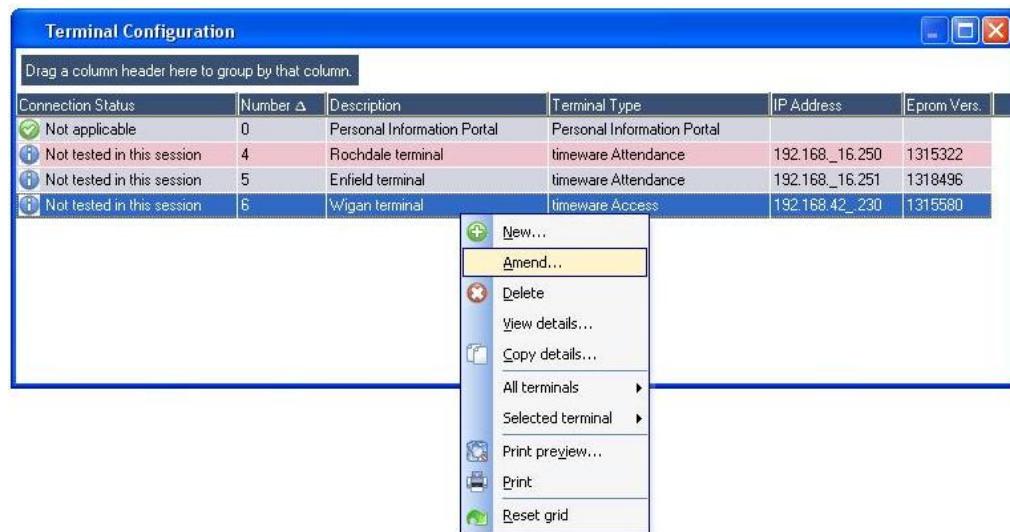
3. If you are creating a new terminal, enter a terminal number and description.

4. Select 'Terminal Type' and choose the correct terminal.
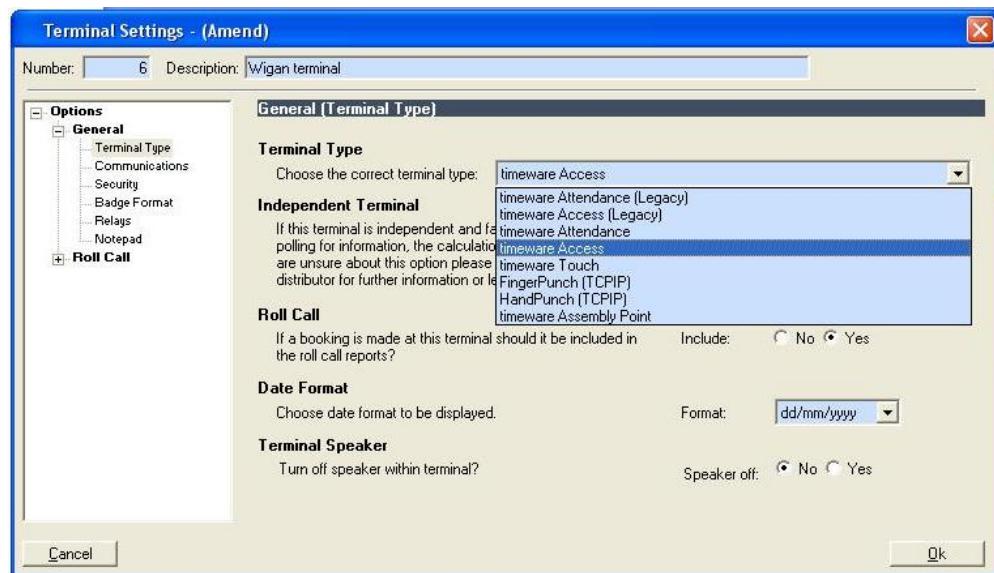
5. Select 'Communications' and enter the IP Address. Next click 'Refresh Connection'.
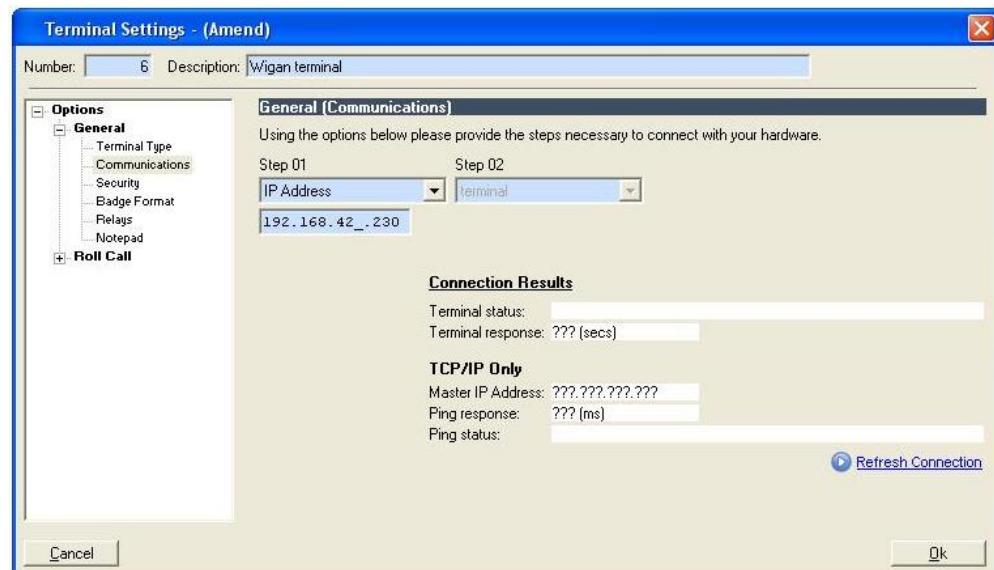
6. If the connection fails, the screen will look like this;
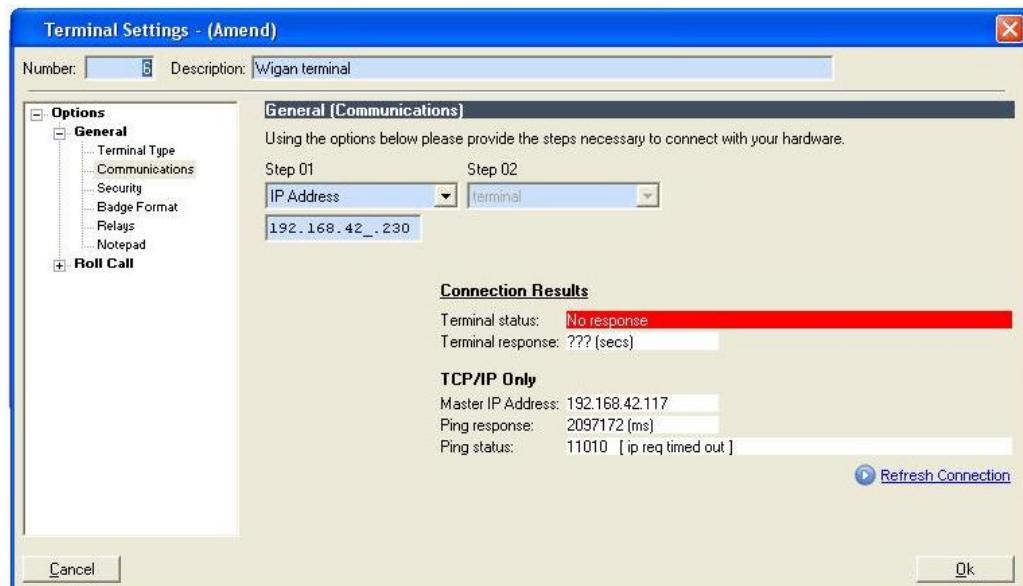
7. If the connection is successful, the screen will look like this;
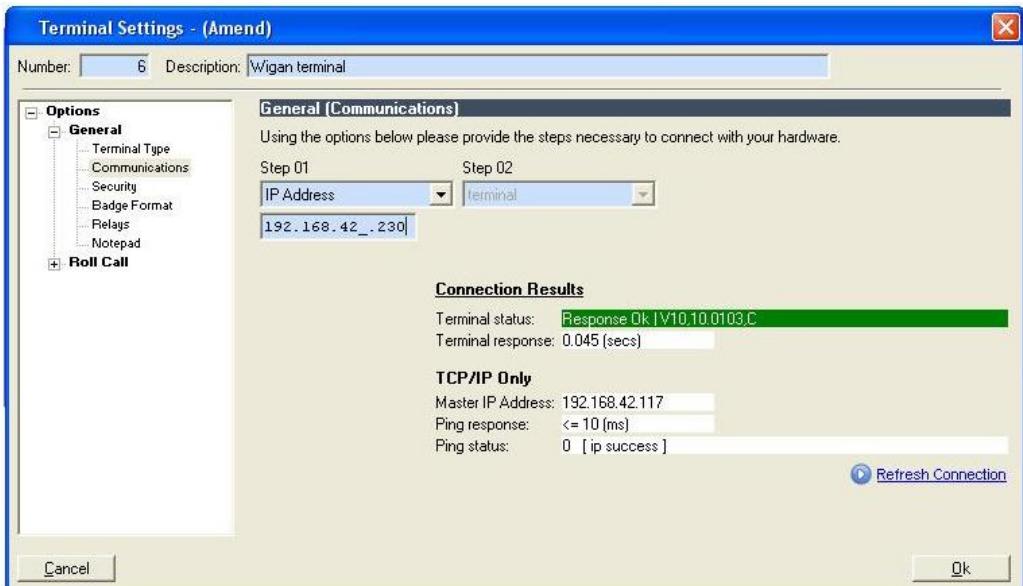
8. Next we move on to the terminal configuration:

9. Select Terminal Type:
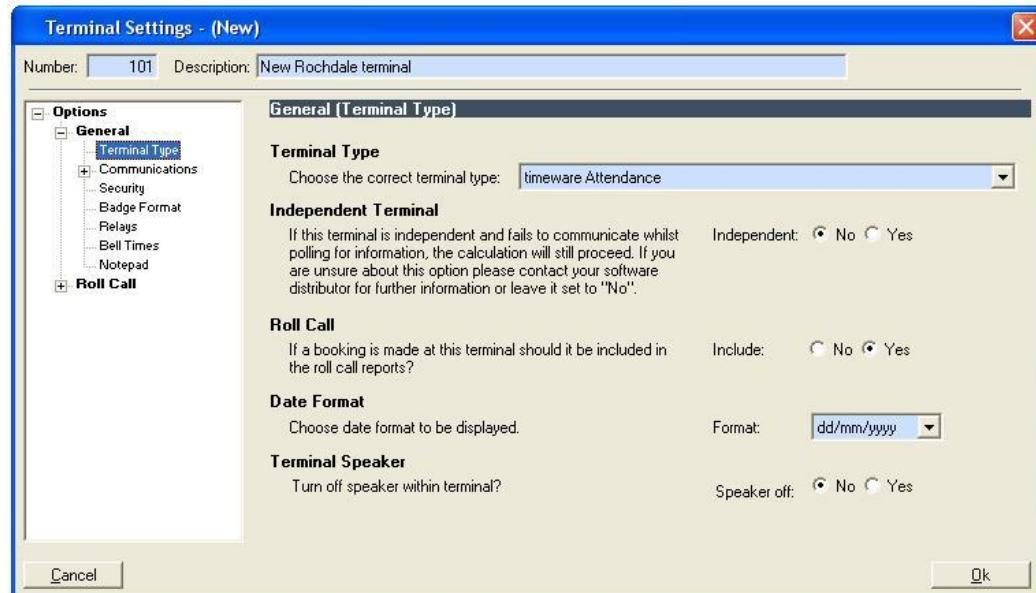
For an attendance terminal the defaults are
     Independent Terminal: select No
     Roll Call: select yes
     Date Format: select dd/mm/yy
     Terminal Speaker: select No

For an access terminal the defaults are
     Independent Terminal: select Yes
     Roll Call: select yes
     Date Format: select dd/mm/yy
     Terminal Speaker: select No

10. Select Communications/Terminal Enquiry Agent:
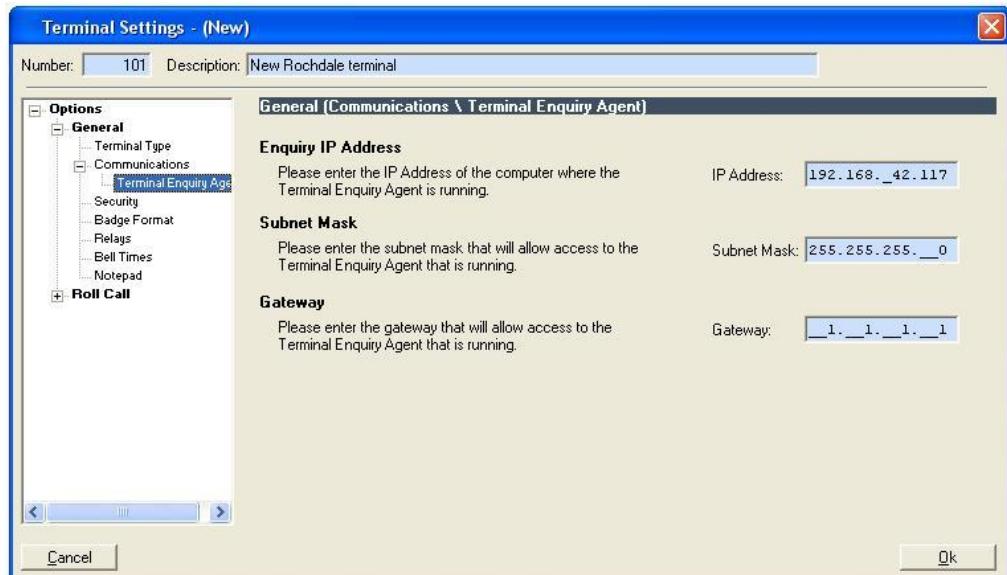
For an attendance terminal the enquiry IP address is the IP address of the computer where the enquiry agent is running. Normally this would be the timeware® server. (module m/01/104)

Next, enter the Subnet Mask and Gateway to allow the terminal to communicate with the computer running the enquiry agent.

The terminal enquiry agent is not currently available for access terminals.

11. Select Security:
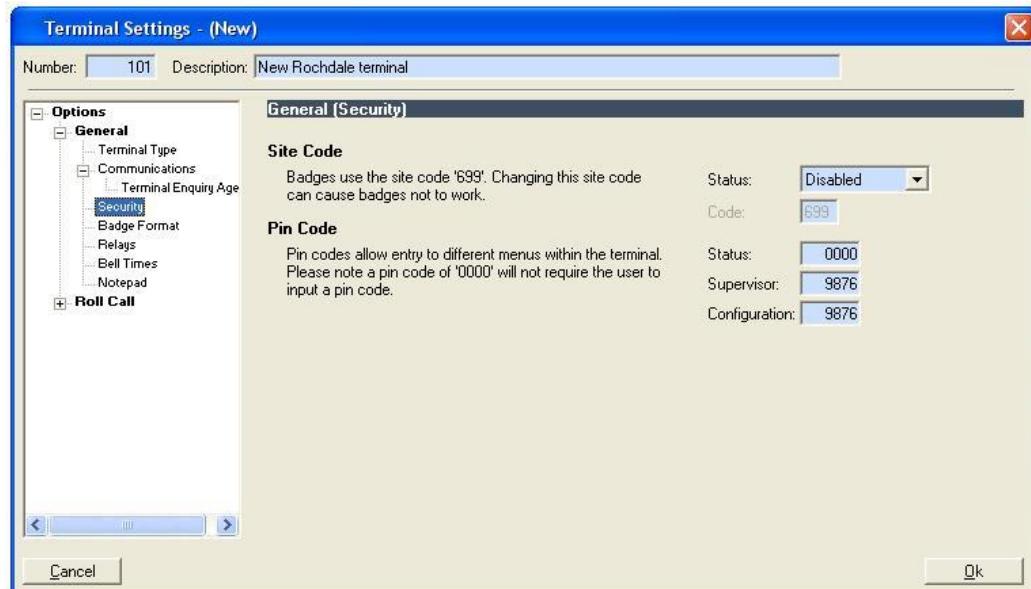
For an attendance terminal the defaults are
    Site Code: Disabled
    PIN code: Status – 0000
            Supervisor – 9876
            Configuration – 9876

For an access terminal the defaults are
    Site Code: Disabled
    PIN code: Status – 0000
            Supervisor – 9876
            Configuration – 9876

12. Select Badge Format:
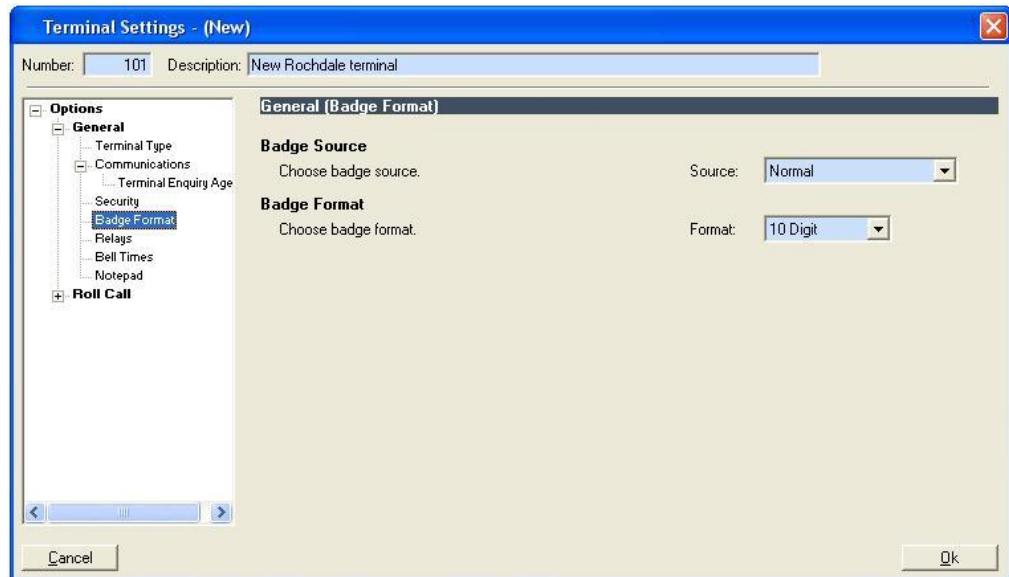
The following defaults are suitable for timeware proximity readers. If you do not know which type of reader you are using, please contact timeware support for further assistance.

For an attendance terminal the defaults are
Badge Source: Normal
Badge Format: 10 digit

For an access terminal the defaults are
Badge Source: Normal
Badge Format: 10 digit

13. Select Relays:
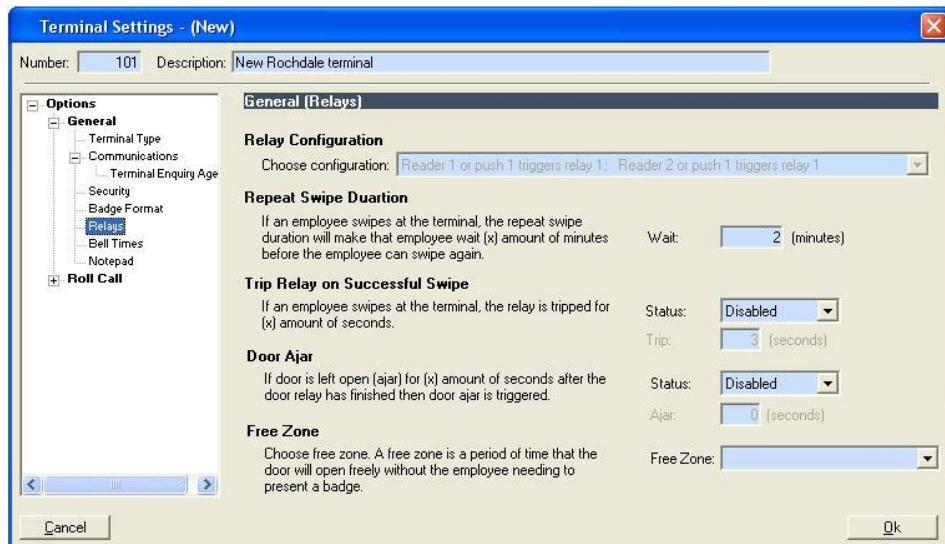
For an attendance terminal the defaults are
    Relay Configuration: N/a
    Repeat Swipe Duration: 2 minutes
    Trip Relay on Successful Swipe: Disabled
    Door Ajar: Disabled
    Free Zone: N/a

For an access terminal the defaults are
    Relay Configuration: Reader1 or push triggers relay 1
                        Reader 2 or push triggers relay 2
    Repeat Swipe Duration: 0 minutes
    Trip Relay on Successful Swipe: Enabled, 1 second
    Door Ajar: Disabled
   Free Zone: <none selected>

14. Select Bell Times:
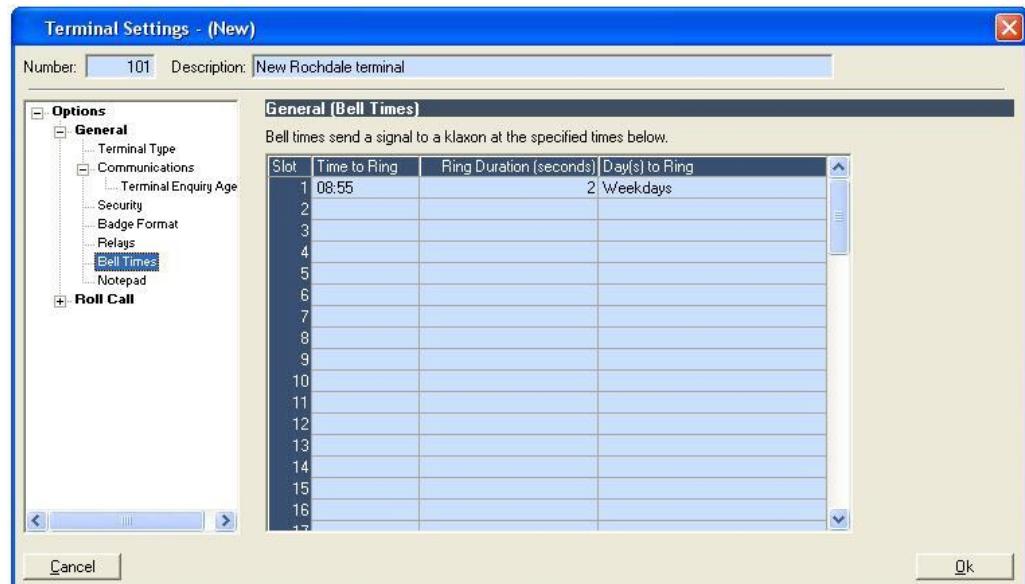
This option need only be configured if the terminal is connected to a klaxon.

For an attendance terminal, simply enter the time when the bell should ring, the ring duration and the day when the bell should ring. You may enter up to forty bell ring times.

The Bell ringing facility is not currently available for access terminals.

15. Select Roll Call:
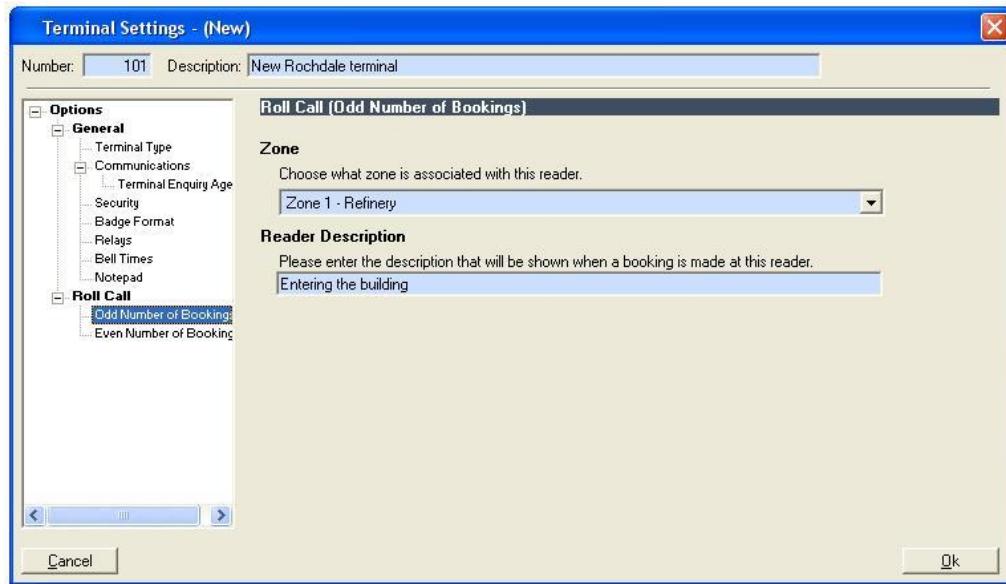
For an attendance terminal enter the zone associated with the odd number of bookings and provide a description that will appear on reports. Repeat for even number of bookings.

For an access terminal the Roll Call configuration changes to Reader 1 and Reader 2:

Reader 1: Select the zone that the person will enter when the access booking is successful and provide a description that will appear on reports.

Repeat this process for Reader 2.

16. Finally press the <Ok> button to save the terminal configuration..

Notes