Smart-pass management system v1.0.1 Operation Manual

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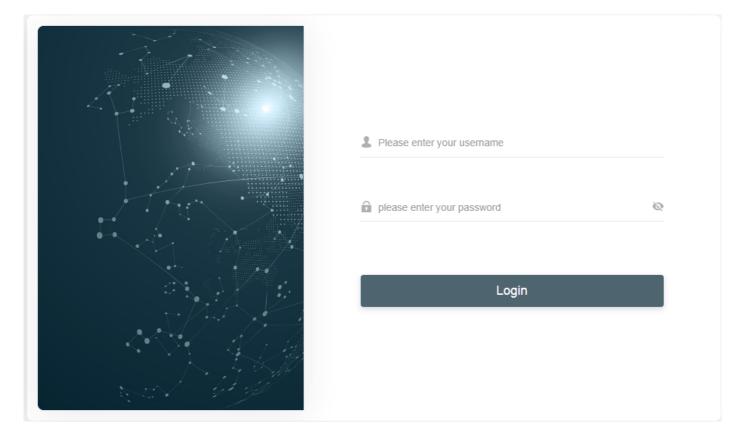
1. System installation and home page display instructions

1.1. Start service access

The local deployment access address is: <u>http://localhost:9000/MIPS/</u>

Use https to access the address: https://localhost:9443/MIPS/

Initial top administrator: Account: system password: 123456



1.2. Background interface

After the super administrator logs in the system correctly, the default working area of the system is mainly composed of the following parts. The interface is mainly divided into three large areas, including the top display area, the left main menu navigation area, and the right main operation area. As shown below:

≡		🎒 Helio , system 🗸 🌲 🍄 🗸 English 🗸
Cashboard	Dashboard Device × System Setting × User × Role × User - Detail ×	
Device	Statistics of face brushes	device statistics
2+	total Employee Visitors stranger	Online Offline number
	Instrument Instru	1 0
() Attendance	Grano total: 15 Grano total: 13 Grano total: 0 Grano total: 2	
Pass Pass Config	real time monitoring 16Update data in seconds see more All Employee Visitors stranger	Attendance lastday see more
\$ystem	36.0°C 36.1°C 36.1°C 36.1°C 536292480803187417 5362924000387417 5362924000387417 5362924000387417 5362924000387417 10001 2020 00 00 10001 2020 00 00 10001 2020 00 00 102020000 10001 2020 00 00 10001 2020 00 00 10001 2020 00 00 102020000 10001 2020 00 00 10001 2020 00 00 10001 2020 00 00 10001 2020 00 00 10001 2020 00 00 10001 <th>Attendance Late Leave early Overtime Attend from work</th>	Attendance Late Leave early Overtime Attend from work

- 1 Main function menu area: including workbench, equipment management, personnel management, attendance management, traffic management, configuration, system
- 2 Sub-function menu area: namely the sub-menu of each main function menu

1.3. Workbench

1) Statistics on the number of face brushes: the number of face brushes by employees, visitors, and strangers on the day and their respective cumulative face brushes, the sum of the number of face brushes on the day and the sum of the cumulative number of face brushes.

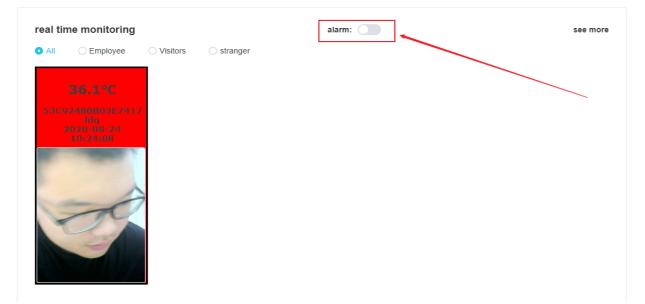
2) Equipment statistics: the number of online devices and the number of offline devices•

3) Real-time monitoring: You can wait for the system to update automatically after 20 seconds, or you can click to select all, employees, visitors, or strangers to view the corresponding snapped photos. Click to view more to jump to the pass record interface.

4) Last time attendance: display the pie chart of the previous time attendance distribution of all personnel, click to view more to jump to the attendance record interface.

≡		🚺 Hello , system 🗸 🌲 🍄 🗸 English 🗸
Cashboard	Dashboard Device × System Setting × User × Role × User - Detail ×	
Device	Statistics of face brushes	device statistics
Person © Attendance	total Employee Visitors stranger today: 15 Inday: 13 Inday: 13 Inday: 0 Inday: 2 Grand total: 15 Grand total: 13 Grand total: 0 Grand total: 2	Online Offline number 1 0
Annendance ← Pass Config System	real time monitoring tstupste data in seconds see more All 	se more difficultance: Cife Grade of Cife Control of C

Real-time monitoring: real-time monitoring module, there is an alarm switch, when real-time monitoring of high-temperature personnel passing, the computer will sound an alarm.



2. system initialization

2.1 Initial site configuration

Site settings

Click [Configuration] [Site Management] in the system to enter the site management

interface.

						(🚺 Hello, system 🗸 📔 🌲	│ 🏶 → │ English →
n Dashboard	Config	Dashboard Config	j Site ×					
Device	ConfigSite	Site name	domain name	Site ID	Site Directory		status	
Person	Message Template	Pie ase set the site	localhost	1	WWW		enable	
() Attendance								
⊈ Pass								
Config								
🔅 System								

>
Click on the site name column to change the site information

Site name	domain name	Site ID	Site Directory	status						
Please set the site	localhost	1	www	enable						

On this page, you can change the basic information of the site, such as site name, site directory, etc.

Please set the site	Basic Information	Extended configuration	
	Basic information	n settings	
	Site ID:	1	
	* Site name:	Please set the site	
	* Site Directory:	www	
	* domain name:	http://	
	" domain name:	http:// v localhost Add	
	Site description:	enter a site description	
		Save	

Click [Extended Configuration], you can modify other configurations of the site, such as pass configuration, watermark configuration, file upload configuration, etc.

Please set the site	Basic Information Extended configuration	
	General configuration	
	Daily limit - + enter an integer between 0-999999, 0 means unlimited	
	Watermark configuration	
	* Watermark status: O Use image watermark O Use text watermark O No watermark]
	File upload configuration	General configuration • Watermark
	Image file types allowed to upload: ipg 💿 + 3 💌	configuration File upload
	* Single picture file size limit: 0 MB 🔻	configuration
	"0" means no limit, the default is 0	
	Document types allowed to upload: doc 💿 + 4	
	* Single document size limit: 0 MB 🔻	
	"0" means no limit, the default is 0	
	* Types of attachments allowed: Set allowed type	
	zip	

The file upload configuration is as follows:

File upload configuration			
Image file types allowed to upload:	jpg 🛞 + 3		•
* Single picture file size limit:	0 "0" means no limit, the default is 0	MB	•
Document types allowed to upload:	doc 🛞 +4		•
* Single document size limit:	0 "0" means no limit, the default is 0	MB	•
* Types of attachments allowed:	Set allowed type		•
	zip		
* Single attachment size limit:	0	MB	•
* Upload file storage server:	"0" means no limit, the default is 0Local server		_
	Save		

3. Equipment management

3.1 Cloud device management

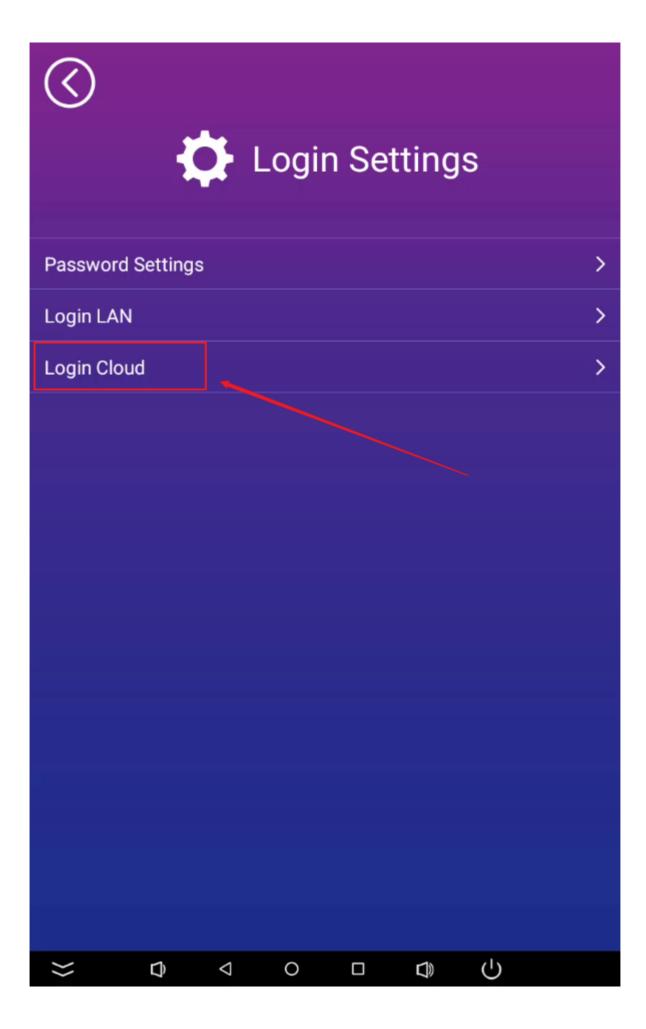
3.1.1 New device in the cloud

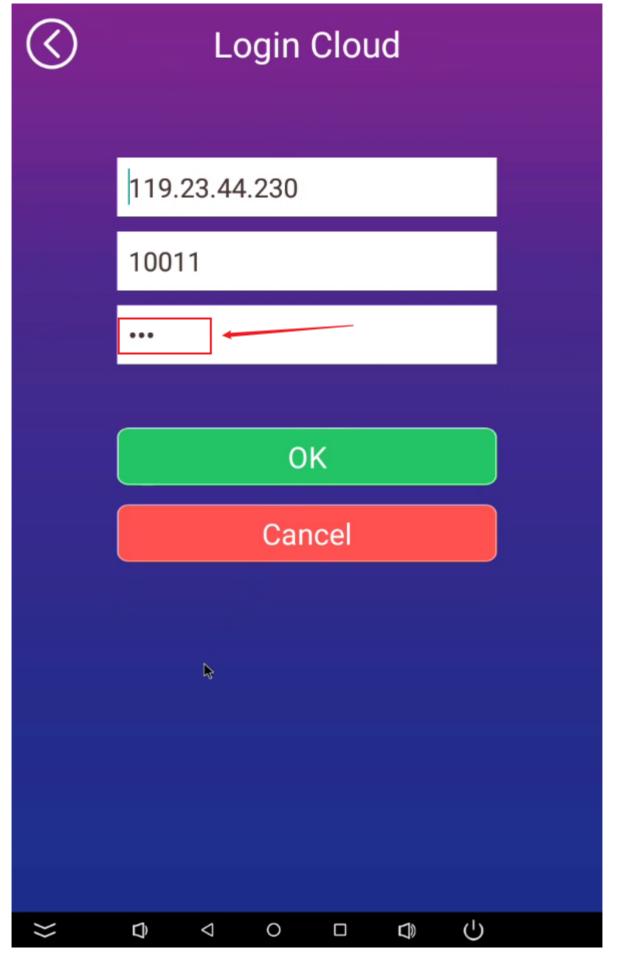
After logging in to the cloud system, the device list is shown below:

ID3215FE6B08BE58 1D3215FE6B08BE58 2020-08-29 15:13:52 Online In To Delete 571D0EA073F174AE 1 2020-08-29 15:01:53 Office In To Delete 2317585582DFA4E1 123456 2020-08-29 11:37:41 Office Enter/Out To Delete		device key	device name	Last activity time	online status	Access type	operating	
Other Control Enter/Out B Delete		1D3215FE6BD8BE5B	1D3215FE6BD8BE5B	2020-08-29 15:13:52	Online	In	â Delete	Pass record
		571D0EA073F174AE	1	2020-08-29 15:01:53	Offline	In	a Delete	Pass record
		2317585362DFA4E1	123456	2020-08-29 11:37:41	Offline	Enter/Out	â Delete	Pass record
D5641245A2300496 123 2020-08-27 20.41:44 Otime Enter/Out Polete		D5641245A2300496	123	2020-08-27 20:41:44	Offline	Enter/Out	2 Delete	Pass record
Total 4 10/page ~ Prev 1	_					Total 4 10/page V P	rev 1	Next

In the cloud system, you need to log in to the cloud on the device and then create a new one in the system. The steps to log in to the cloud on the device are as follows:

01DA0 奈 @ System Settings Center Login Management App Settings Pass Record Face Add **Face Database** Custom face 📥 Persons: 4723 🛛 🖻 Photos: 15 IP: 192.168.1.103 SN: 1D3215FE6BD8BE5B \bigcirc **D** D 0 \triangleleft





[The cloud password on the device is a custom setting]

New device in the system: After logging in the device in the cloud, click the [New] button on the system list to jump to the new device page, as shown in the figure below, fill in the basic

information of the device in step 1, and click the [Save] button to jump to the step 2

Dashboard Device	-Create	× Device ×			
1 Step 1 Save basic device informa	tion	Dev	vice Information		
			* device key	1D3215	
2 Step 2 Log in to the cloud, which i by the device. After the test		with the cloud information set	* device name	test	
			device group	select device group	~
3 Step 3 Set device callback inform	ation, you ca	n fill in server domain name or IP; port	* Access type	Enter/Out	v
				Save	

Step 2: After filling in the information, click [Connection Test], if the test is successful, click the [Save] button to jump to step 3

Das	shboard	Device	×	Device-C	Create	×	Device-Detail	×	Pass Record	×			
Step 1 Save basic device information							Cloud c	onfigu	ration:				
							* Cl	oud cor	nmunication password:	: e	enter the cloud communication par	sword	
Ĭ	2 Step 2 Log in to the cloud, which is consistent with the cloud information set by the device. After the test is successful, click the save button								[Save Connection test		
\sim	Step 3 Set device ca	allback information	n, you c	an fill in servei	r domain na	ame or IP:	port						~

Step 3: Set the callback information, set the correct identification callback server IP address and port or domain name, so that the real-time record of face recognition can be normally displayed in the real-time monitoring interface of the workbench. The server IP is the system software computer IP, and the default port is 9000. The device only saves the identification record for 10 days, and the identification record device before 10 days will be cleaned regularly.

D	Dashboard Device-Create × Device	×	
0	Step 1 Save basic device information	Callback address configuration:	
		IP:port/domain name koala.tendcent.com.cn	
Ģ	Step 2 Log in to the cloud, which is consistent with the cloud inform by the device. After the test is successful, click the save but		
3	Step 3 Set device caliback information, you can fill in server domain	ame or IP: port	

Device IP, device serial number, device name, and access type are required items. Input errors will affect the interaction between the system and the device.

3.1.2 Employee batch authorization

With this function, employees can choose to authorize or deauthorize devices in batches. The specific steps are as follows:

1. After selecting the device, click the [Employee Batch Authorization] button,

Create Delete batch employee auth											
status	s: all 🔻 Access type:	all 🔻	enter the device name/seriz Q								
	device key	device name	Last activity time	online status	Access type	operating					
	1D3215FE6BD8BE5B	test	2020-08-29 15:39:56	Online	Enter/Out	Delete Pass record ▼					
	571D0EA073F174AE	1	2020-08-29 15:01:53	Offline	In	Delete Pass record					
	2317585362DFA4E1	123456	2020-08-29 11:37:41	Offline	Enter/Out	Delete Pass record ▼					
	D5641245A2300496	123	2020-08-27 20:41:44	Offline	Enter/Out	Delete Pass record					
					Total 4 10/page V	Prev 1 Next Go to					

2. Click and select [Authorize] or [Remove Authorization]

device name	Last activit	y time	online status	Access type
authorize			ine	Enter/Out
autionze	* status:	• authorize		In
1 * auth star	tNumber:	please input start number	ine	Enter/Out
* auth end	dNumber:	please input end number	ine	Enter/Out
durion		prodoo mpar ona number		

Enter the start number and end number of the employee authorization, as well as the time period allowed on the day, and then the employees in the number range can be authorized to the selected device. Employees can pass through within the allowed time period of the day, otherwise, it will prompt that the authority is insufficient.

3.1.3 Device deletion

After the device is deleted, the system will delete the device's pass records and authorization records in the system.

Delete a single device:

Create 🛱 Delete	batch employee aut				
status: all 🔹 Access type	e: all 🔻	enter the device name/seria Q			
device key	device name	Last activity time	online status	Access type	operating
D3215FE6BD8BE5B	test	2020-08-29 15:40:56	Online	Enter/Out	Delete Pass record ▼
571D0EA073F174AE	1	2020-08-29 15:01:53	Offline	In	Delete Pass record ▼
2317585362DFA4E1	123456	2020-08-29 11:37:41	Offline	Enter/Out	Delete Pass record ▼
D5641245A2300496	123	2020-08-27 20:41:44	Offline	Enter/Out	Delete Pass record ▼
				Total 4 10/page V P	rev 1 Next Go to 1

Delete devices in batch: After selecting the devices, click the [Delete] button above to delete

Create	batch employee auth	1			
status: all 🔻 Access	s type: all 🔻	enter the device name/seria			
device key	device name	Last activity time	online status	Access type	operating
1D3215FE6BD8BE5B	test	2020-08-29 15:41:56	Online	Enter/Out	Delete Pass record
571D0EA073F174AE	1	2020-08-29 15:01:53	Offline	In	Delete Pass record •
2317585362DFA4E1	123456	2020-08-29 11:37:41	Offline	Enter/Out	Delete Pass record ▼
D5641245A2300496	123	2020-08-27 20:41:44	Offline	Enter/Out	Delete Pass record
				Total 4 10/page V	Prev 1 Next Go to 1

3.1.4 Cloud device settings

See 3.3 device settings

3.2 LAN device management

After entering the device list, first we can see the device group on the left, which mainly classifies devices.

Dashboard Device	ashboard Device x Employee x Visitor x Employee - Add x											
New group	â Delete batch employee auth Download person I≡ Record collection											
Device grouping	status: all 💌 Access type :	all 🔻	enter the device n	ame/seria Q								
	device key	device name	person number	photos number	IP	Last activity time	online status Access type operating					
	1D3215FE6BD8BE5B	face	4723	15	192.168.1.103	2020-08-29 15:44:57	Online Enter/Out â Delete Pass record •					
							Total 1 10/page V Prev 1 Next Go to 1					

Switch list: The device list is displayed in the form of a list by default. Click "Group" on the left to switch the grouped device display.

3.2.1 Device List

Device List: The device list displays the collection of devices under all groups in the current system.

≡								🚺 Hello , system \vee 📔 🌲	🍄 🗸 English 🗸	
nashboard	Dashboard PassAuth	× Employee × Device	× Visitor ×	Detail ×						
Device	New group	Create	D							
Device grouping O set the callback information after adding the device;										
Person	one two	status : all 💌 Access ty	pe: all 🔻	enter the devi	ce name/seria Q					
4		device key	device name pe	erson number	photos number	IP	Last activity time	online status Access t	pe operating	
Pass		53C92480B03E7417	one 1		0	192.168.1.37	2020-08-08 11:27:16	Online In	â Delete	
Tonfig								Total 1 10/page V Prev	1 Next Go to 1	
¢ system										
,										
	L									

The device list includes device serial number, device name, device IP, device online status, access type and other information. Click the [Delete] button in the operation column to delete the device.

3.2.2 Download staff

After selecting the online device, click the [Download Staff] button to download the staff information on the device to the background system

Delete batch employee	auth Download person	i≣ Record c	ollection								
status: all 💌 Access type: all 💌 enter the device name/seria Q											
device key	device name person number	photos number	IP	Last activity time	online status	Access type	operating				
53C92480B03E7417	one 59	59	192.168.1.83	2020-08-24 10:41:51	Online	Enter/Out	â Delete	Pass record 🔻			
					Total 1	10/page 🗸	Prev 1	Next Go to 1			

After clicking, it will show that the operation is successful. After waiting for 1~3 minutes, you can refresh and see the personnel information downloaded from the device in [Staff]-[Staff Management].

3.3.3 Record collection

Batch collection: After selecting an online device, click the [Record Collection] button to collect all the traffic records on the selected device to the system.

Single collection: place the mouse on the [Pass Record] in the operation bar of each device information, you can see the collection and view, and click Collect to collect all the pass records on the device into the system.

â Delete batch employee auth Download person I≡ Record collection										
status: all 🔻 Acc	ess type: all	 enter the 	device name/seria	Q						
device key	device name	person number	photos number	IP	Last activity time	online status	Access type	operating		
53C92480B03E7417	one	59	59	192.168.1.83	2020-08-24 10:41:51	Online	Enter/Out	â Delete	Pass record	
						Total 1	10/page 🗸	Prev 1	Collection	
									4	

Click [View] to jump to [Pass] [Pass Record] to view the device's pass record.

3.3.4 Employee batch authorization

Same as the batch authorization of employees in cloud device management, please refer to 3.1.2 batch authorization of employees

3.3 Device settings

Click [device key] to enter the device setting interface, the left side of the device setting

interface is the device list, you can select the device that needs to be set, and the right is the device setting interface, including device details, network configuration, basic configuration, identification mode, temperature measurement & Mask configuration, callback configuration and device remote control.

								$igcap_{ ext{D}}$ Hello , system $$
n Dashboard	Dashboard PassAuth	× Employee × Device	× Visitor	× Detail ×				
Device	New group	Create 🔒 Delete						
2+ Person	✓ Device grouping	set the callback information after adding	the device;					×
©	one two	status : all 💌 Access typ	e: all 🔻	enter the dev	ice name/seria Q			
Attendance		device key	device name	person number	photos number	IP	Last activity time	online status Access type operating
Pass		53C92480B03E7417	one	1	0	192.168.1.37	2020-08-08 11:27:16	Online In 🔒 Delete
T Config								Total 1 10/page V Prev 1 Next Go to 1
System								

3.3.1 Device details

Device details: Modify the device name, belonging group, device IP, and device access type, upload the device logo, and modify the logo image in the lower left corner of the face machine.

Device details	Network Configuration	basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
device key	53C92480B03E7417		Obtain			
* device name	eone					
device group	one		•			
device Logo) (Please upload pictures in jpg,	, png, jpeg format, and the size	does not exceed 500kb)			
	Click upload image Suggested 480 * 640PX					
* IP	192.168.1.37					
* Access type	e Enter		•			
	Save					

3.3.2 Network Configuration

Network Configuration: The device's LAN communication password can be modified. The old password must be the same as the current password of the device. The default password of the device is 12345678.Note: If you change the password on the device, you need to configure the LAN communication password in the network configuration, which must be the same as that saved on the device, otherwise communication will not be possible.

Device details	Network Configuratio	basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
LAN communi	cation password	The old	d password must	be the same as the dev	vice password	
	* old password:	enter the old password				
	* new password:	enter a new password				
		Save				

3.3.3 Basic configuration

Device details Network Configurati	on basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
basic configuration		X			
* device name	one				
* Recognition distance:	0.5 meters		~		
* Recognition score:	- 65 +				
* Recognition interval:	- 3 +				
* Identify recording mode:	Resume		•		
* Door open delay:	- 1000 +				
* Multi-face detection:	Detect the largest face		•		
* Recognition level:	Living Monocular		•		
* Whitelist:	Direct witness comparison		•		
* Voice mode:	Not broadcast		•		

Basic parameter setting: Set face recognition threshold, recognition distance, etc;

Parameter Description

(1) Device name: set the [device name] on the device

* device name	one	

(2) Recognition distance

- The device detects and recognizes faces within the recognition distance, and faces beyond the recognition distance will not be detected.
- The default is 1, no distance limit, as long as the device detects a face (that is, a face frame appears), it will recognize it.
- The recognition distance is not through distance sensing, but the size of the detected face

frame is calculated by a function, so the recognition distance is not accurate.

- Recognition distance 0: unlimited. Unlimited here means that as long as the face size meets the detection requirements, the face will be recognized.
 - (3) Recognition score



- The process of the device's face recognition result is actually to compare the captured face with the registered photo of the person in the library. If the comparison score reaches the score threshold, the face identity is determined.
- The recognition score threshold is 65 by default, and an integer value of 60-100 is required. The higher the score, the higher the recognition accuracy, but the recognition speed will be slower.
- The device compares the same face multiple times. If the score threshold is not reached in the first few times, the device will not give a recognition result, so the recognition time will be longer and the device response will be slow
- If the score threshold is set to reach 85 points or more, there is a high probability that the comparison between the captured face and the registered photo will not reach the score threshold, and the device cannot give a recognition result, that is, "not recognized".

(4) Recognition interval (seconds)



- Time interval of repeated recognition of the same face by the device.
- Default 3 seconds, maximum 60 seconds.

(5) Identify recording mode

* Identify recording mode:	Resume	•

- 1. Resuming 2. No resuming Default: Resuming
 - (6) Door open delay

* Door open delay:	-	1000	+
--------------------	---	------	---

• After the recognition is successful, the duration of the relay output switch signal, silent 1000ms. When connected to the access control, the performance is: the time interval from

opening to closing after successful identification. The incoming value requirement is 500-25500, the unit is ms.

• According to the use scene, select the time interval between opening and closing the door.

(7) Multi-face recognition

* Multi-face detection:	Detect the largest face	
* Recognition level:	Detect multiple faces Detect the largest face	

- Device default: detect the largest face.
- Detect multiple faces: detect multiple faces and recognize them, that is, as long as the device detects a face, it will recognize it, and each face will have a recognition result (success or failure).
- Detect the largest face: only detect and recognize the largest face among multiple faces, that is, if there is only the largest face among multiple faces, there will be a recognition result (success or failure), which is suitable for scenes where one person at a time is waiting for the gate.

(8) **Recognition level**



- Default: Monocular live detection
- Do not open in vivo recognition
- Turn on monocular in vivo recognition
- Turn on binocular living body recognition, the recognition distance is 1.5 meters
 - (9) Comparison of whitelists in personal identification mode

* Whitelist:	Direct witness comparison	
* Voice mode:	Direct witness comparison	
	Whitelist witness comparison	

- Default direct authentication comparison
- Whitelist authentication comparison: Read the ID number and compare the ID numbers of all personnel in the database, if it exists, compare the ID; if it does not exist, it will prompt insufficient authority.
- Direct authentication comparison: After reading the ID card, the person ID comparison process is carried out directly.

(10) Voice broadcast mode, voice broadcast mode custom content

* Voice mode:	Not broadcast	•
Voice custom content:	{name}	

- After the device successfully recognizes the person, it will not broadcast by default
- Do not broadcast voice
- Broadcast name
- customize
 - To broadcast custom content, only the {name} field is allowed, and the format of the {name} field is fixed. Other content only allows numbers, English and Chinese characters, and no symbols. The length is limited to 255 characters. Such as: {name} welcome.
 - Uncommon characters, capital Chinese characters, languages other than English cannot be broadcast, but simple English words can be broadcast.
- Uncommon characters, capital Chinese characters, languages other than English cannot be broadcast, but simple English words can be broadcast.
 - (11) Recognize text mode, recognize text display mode and customize content

* Display mode:	Display name	•
Show custom content:	{name}	

• After the device successfully recognizes the person, it defaults to 1

- Display name
- customize
 - Display customized content, only allow {name} field, {name} field format is fixed, other content only allows numbers, Chinese and English and Chinese and English symbols, the length is limited to 255 characters. Such as: {name}, sign in successfully!
- If the personnel has set the time period authority passTime, the personnel will be recognized in the non-allowed time period, and the device will display "name + insufficient authority" after identifying the personnel.

(12) Serial output mode, custom content of serial output mode

* Serial mode:	Open the door	•
Serial port output custom content:	#WG{idcardNum}#	

- After the equipment is successful, the default: open the door.
- Open the door, if the device is connected to the access control, it will trigger the door to open after successful identification
- No output
- Wiegand signal output personnel ID
- Wiegand signal output ID/IC card number
- customize
 - (13) Stranger switch

* Stranger recognition: O shut down ot turn on

- The device is turned on by default
- Off: Does not recognize strangers, that is, only registrants are recognized, and strangers (non-registered persons) detected are not recognized
- Open: Identify strangers
- After selecting the "Identify Strangers" option, the stranger voice broadcast mode and stranger judgment configuration items will take effect.
 - (14) Number of stranger judgments



• The number of failures to recognize a face as a stranger by the device, default 1;

 Please choose an integer between 3-10 for the incoming value. 1 means fast determination but the lowest accuracy rate. As the value increases, the determination time increases and the accuracy improves.

(15) Stranger voice mode, customized content for stranger voice



- After the device recognizes a stranger, it defaults to 2
- Do not broadcast voice
- Voice announcement "Stranger Alert"
- customize
 - Broadcast custom content. Only numbers, English and Chinese characters are allowed, symbols are not allowed, and the length is limited to 255 characters. Such as: watch out for strangers.
 - Uncommon characters, capital Chinese characters, languages other than English cannot be broadcast, but simple English words can be broadcast.

3.3.4 Recognition mode configuration

Recognition mode setting: Set the recognition mode of the face machine: single or combined recognition modes such as face swiping, card swiping, card + face dual authentication, and person-to-card comparison. Card swipe mode and card + face dual authentication cannot be selected at the same time.

Device details	Network Configurat	tion basic config	uration	Recognition mode	Temperature&Face mask	Callback configuration	remote
Recognition n	node configuration			\ \	\setminus		
	1:1 Recognition score	- 60	+				
Brush face							
	Face brush mode:	🔾 shut down	turn on				
Swipe							
	Swipe mode:	• shut down	turn on				
	Swipe hardware type:	IC card reader			•		
S	wipe transfer interface:	Wigan			v		
Swipe face du	al authentication:						
	Card face mode:	• shut down	turn on				
Ca	ard face hardware type:	ID card reader			•		
Card face	transmission interface:	Wigan			•		
Witness mode	el.						
	ID card mode:	• shut down	turn on				

3.3.5 Temperature measurement & mask configuration

Temperature measurement parameter setting: Set whether to enable the body temperature detection function and temperature measurement voice broadcast function of the face machine.

Mask parameter configuration: Set whether to enable the mask detection function and mask voice broadcast function of the face machine (in the basic settings, the multi-face detection needs to be set to detect the largest face).

Device details	Network Configuration	basic configuration	Recognition mode	Temperature&Face m	ask Callback configuration	on remote
Temperature m	easurement parameter	configuration				
	* detection mode:	• turn on Shut do	wn			
* Abnorr	mal temperature broadcast:	• turn on Shut do	wn			
	broadcast content:	Abnormal body temper	ature{temperature}			
* Abnormal te	emperature judgment value:	- 37.3 +				
		Save				
Mask paramete	er configuration					
	Mask detection:	• turn on Shut do	wn			
	Detect abnormal voice:	• turn on Shut do	wn			
Detect abnorm	al voice broadcast content:	Please wear a mask				
		Save				

3.3.6 Callback configuration

Identify callback settings: Set the correct IP address and port of the recognition callback server to properly display the real-time record of face recognition in the real-time monitoring interface of the workbench. The server IP is the system software computer IP, and the default port is 9000.

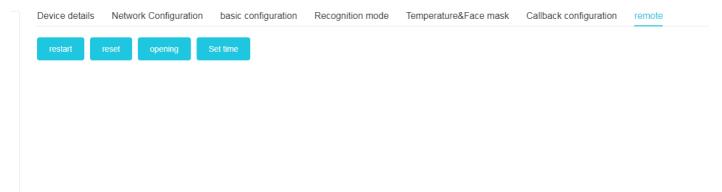
Device details	Network Configuration	basic configuration	Recognition mode	Temperature&Face mask	Callback configuration	remote
Callback addr	ess configuration:					
	IP:		-	Computer IP		
	port: 9000					
	Save					

3.3.7 Remote control

Set time: Use the computer time to synchronize the device time. The device time in the

network must be the same as the computer time, otherwise it may cause errors in the statistics of the people present.

Device reset: Clear all data in the device, including face data and related parameters. **Open the door remotely**: Control the face machine to open the door through the computer.



4. Personnel management

4.1 Staff management

The employee list is used to manage employee information, such as viewing, adding, editing, and exporting employee information. Add employee information individually and batch Volume adding operation; batch adding operation requires batch information import first, and then batch portrait import.

≡								0	Hello , system \vee 🛛	▲ ● ~	$ $ English \vee
n Dashboard	Person	< nize × Pass Permission	×	Device-Detail >	< Detail × PassAuth	× Employee ×	Pass Record × E	Employee - Modify ×	Rule × Rule	e-Add × E	mployee - Add ×
Device	Employee	New a group		reate 💼 D	Delete Datch import ~	authorize					
2 Person	Visitor	✓ employee group rmmr	plea	ase input employee I	Do Q						
O				photo	employee ID	name	phone		email		operation
Attendance					2356	jeam					a Delete
Pass					12234						a Delete
The config								Total 2	10/page v Pre	av 1 Next	Go to 1
🛟 System											

4.1.1.Add employee information individually

Steps:

1) In [Employee List], click the "New" button to enter the employee add page;

2) Fill in the employee ID, name, gender, group, mobile phone number, ID number, date of

birth, etc., add a face recognition photo and click "Save" to complete the creation of the employee.

≡			U U	Hello , system 🗸 🗼	🍄 🗸 English 🔻
n Dashboard	Person	Dashboard Emplo	oyee x Employee - Add x		
Device	Employee	* person ID	Support numbers, letters, length 1–64 bits		
2+ Person	Visitor	* name	Support Chinese, English, numbers		
() Attendance		ID card/IC card	Support numbers, letters, length 1–32 bits		
4 Pass		Do you need attendance	Disabled		
Config		Face recognition avatar	(Please upload JPC, PNC, PEC) images in not more than 500(3) Click upload image Suggested 480 * 640PX		
		* the group belonging to	Please choose employee group 💌		
		expire time	Please select expiration time		
		phone	Please input the phone number		
		email	Please input your email		
		gender	• male		

Instructions for uploading facial recognition photos :

Upload from local

Click "Upload from Local" to open the local folder and select the jpg and png face photos in the folder

Remarks: portrait photo specifications

1. Please choose a frontal headless photo in the past three months with a clear head and even light exposure;

2. The recommended size is 640 px * 480 px, and the size does not exceed 500kb. Only jpg and png file formats are supported;

3. Faces need to account for more than 1/3 of the photo to avoid blurry photos, wearing sunglasses, excessive beauty, and rotation of the avatar;

4.1.2 batch Import employee information

Operation steps:

In [Employee List], click the "Batch Import-Employee Information" button to enter the bulk information import pop-up window

1) The first step is to click "Download Template" to download the excel template file to the computer, the file name is "Personnel_import_template.xls", Then fill in employee information in batches;

Note: The format for entry date and birthday is such as: 2019/6/6, 2019/12/21

2) In the second step, click "Upload Excel file", select the excel file that has filled in the employee information, and upload the file.Shows the status of successful upload, and displays the file name;

3) The third step is to click "Start Import". After the import is completed, it will prompt "Successfully import personnel information in batches"; after the import is completed, return to [Personnel List] to view the imported personnel information.

Dashboard Employee	× Create	Delete Datch import V authorize	
New a group		Delete addition20	
✓ employee group	please input emplo	ee ID o Q	
mm	photo	batch import employees	×
		note : Please check the file name. If the file name con he file to display abnormally in UNIX and LINX system	
		s: xls, xlsx; the form must be filled out in a template for	
		t be modified; the first line of the form is the column na	me.
		Download template : Employee information imp	ort template
		Download the Excel template, fill i es and upload it	n the employee information in batch
		* file : Upload Excel file	
		Support xls, xlsx format	
		Repeat processing : • Cover existed employees Skip existed employees	
		Can	el Start importing

How to start import

• Overwrite existing employees: Import the file twice or more, and the duplicate employee information will be overwritten

Skip existing employees: duplicate employees, the employee information imported for the second time will be skipped

Import failure exception description

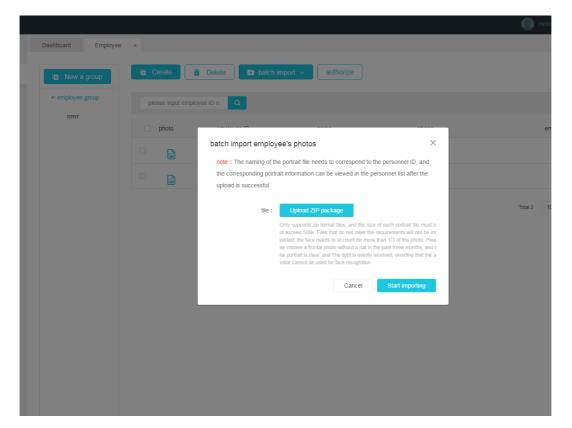
The content or format of the uploaded excel file is wrong and does not meet the template specifications. Click to start importing, and it will directly prompt "File upload error"

4.1.3 Import portraits in batches

Operation steps: In [Employee List], click the "Batch Import-Photo Information" button to enter the batch import portrait pop-up window

In the first step, click "Select File Compressed Package" to open the window for selecting a folder and select the file to upload;

The second step, click "Start Import".



Description of portrait import rules:

[Portrait file naming] The name of the portrait file needs to correspond to the personnel ID, and the corresponding portrait information can be viewed in the personnel list after the upload is successful;

● [Format size limit] Only two file formats, jpg and png, are supported, and the file size of each portrait must not exceed 500k. Files that do not meet the requirements will be Not imported

[Portrait Limitation] The face needs to occupy more than 1/3 of the photo. Please choose a frontal photo without a hat for the past three months. The portrait is clear and the light is evenly received, so that the portrait cannot be used

Face recognition

[Select folder to upload] After satisfying the above conditions, put the named portrait photo in the designated folder, and select the folder to import;

Description of portrait import failure

The file size of a picture does not meet the requirements, after modification, it can be re-imported

4.1.4 take photo

Select the photo button on the right side of the [Employee Management] list, select the online device in the Bullet frame, and click Process to take a photo on the device. After a few seconds, refresh the page to display the employee photo.

≡							Hello , s	ystem 🗸 🌲 🍄 🗸 English 🗸
n Dashboard	Person	Dashboard Device	× Employee ×					
Device		New a group	Create	Delete 🔁 bat	ch import 🗸 authoriz			
2 Person	Visitor	✓ employee group	please input emplo	yee ID o Q				
C			photo	employee ID	name	phone	email	operation
Attendance				1111	小明			1 take photo B Delete
Config				authorize		×	Total 1 10/pag	ge V Prev 1 Next Go to 1
System				* online device lis	t : Photo identify photo identify	2 Call.Cr deal		

4.1.5 Refresh employee information

Right-click in [Employee Management] and click the "Refresh" button to refresh all employee information in the list to the latest state.

4.1.6 Employee details and editing

Employee details

In [Employee List], find the employee you want to view and click on the name to enter the details page to view specific employee information.

Staff editor

On the details page, edit the content to be modified. You can modify the basic information and photo information of the employee. After modifying the information, click Save.

n Dashboard	Person	Dashboard Empl	loyee × Employee - Modify ×			
	Employee	* person ID	2356			
Device Person	Visitor	* name	jeam			
C Attendance		ID card/IC card	Support numbers, letters, length 1~32 bits			
4 Pass		Do you need attendance	Disabled			
Fass		Face recognition avatar	(Please upload JPG, PNG, JPEG images in not more than 500KB)			
Config			Click upload image Suggested 480 * 640PX			
		* the group belonging to	• mm			
		expire time	Please select expiration time Note: After the validity period expires, the device will automatically delete personnel			
		phone				
		email				
		gender	male female			

4.1.7 Delete employees individually and in batches

Single delete

In [Employee List], after corresponding employee information, click the "Delete" button on the right to delete the employee.

batch deletion

In [Employee List], select the employee information to be deleted in batches, and click the "Delete" button next to "New" to delete these employees in batches.

Note: When an employee is deleted, the authorization of all devices of that person will be cancelled accordingly

4.1.8 Employee group management

New group

On the left side of [Employee List], first click to select the group name that needs to add a subgroup, then click Add Group, fill in the group name, and click OK to create a new group

Add, rename and delete groups

Find the group name to be modified on the left side of [Employee List], right-click, and select one of the new, rename and delete functions according to your needs to operate

≡							
n Dashboard	Person	Dashboard Employee	× Employee - Mo	dify ×			
Device	Employee	New a group	Create	Delete Delete Delete	 ✓ authorize 		
2 Person	Visitor	✓ employee group	please input employee ID o Q				
C			photo	employee ID	name		
Attendance				2356	jeam		
Pass				12234	000		
The config							
System							

4.1.9 Employee authorization

Steps

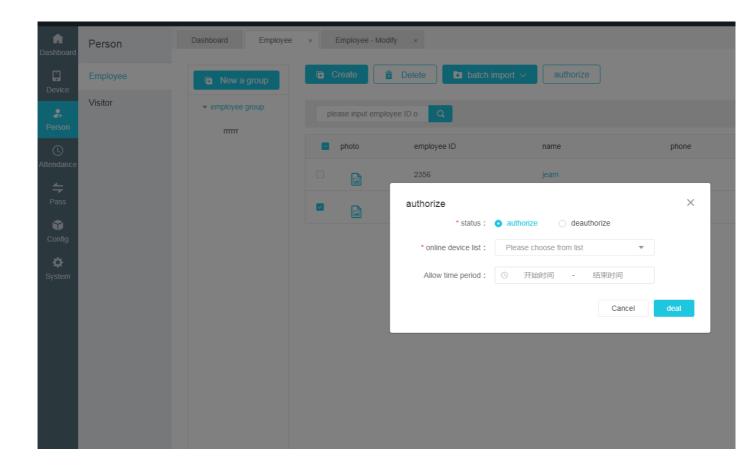
The first step, after selecting the employees who need to be authorized, click the authorization button;

The second step, is to select the authorization type in the pop-up window.

The third step is to select the devices that need to be authorized (multiple choices are available)

The fourth step, you can choose the time period for employees to pass, if you don't fill it, it will be passed at any time of the day

In the fifth step, click Process.



The sixth step, you can view the information of successfully authorized personnel in the general authorization management, or you can click the device name on the left to view the authorization information of all personnel on the device.

≡							Hello , system	✓ ♠ ₽ ✓ English
n Dashboard	Pass	Dashboard Employee	e × Employee - Modify	× Pass Permission ×				
Device	Pass Record	✓ Device List	enter the name of the per	sc Q				
2.	Pass Auth	设备一	Portrait photo	Portrait verification status	person number	Name	Identity	Valid period
Person	PassPermission			photo is not exist	12234		employee	Permanent
Attendance							Total 1 10/page V	Prev 1 Next Go to
Pass								
The config								
🔅 System								

The seventh step is to check whether the authorization is successful or not in the general authorization record.

Note: If an unregistered photo of a person is created on the device (mainly for drawing cartoons) and both a person created and a registered photo will be displayed

≡						🚺 Hello , system \vee 🛛 🌲	🏶 🗸 English 🗸
n Dashboard	Pass	Dashboard Employee ×	Employee - Modify × Pass	Permission × PassAuth ×			
Device	Pass Record	Authorization type All	▼ Time interval ⊙	start time - end time			
2.	Pass Auth	Numbering	Operator	Types of	status	Creation time	operating
Person	PassPermission	247	anonymousUser	Employee authorization	Not synced	2020-08-08 18:03:42	Details
() Attendance						Total 1 10/page V Prev	1 Next Go to 1
Pass							
Config							
¢							

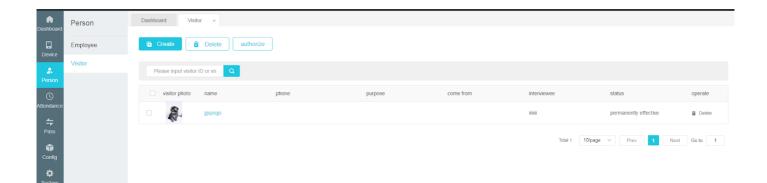
The eighth step, if the status shows that it is not synchronized at this time, you can click the details on the right to view the reason for the failure of an employee's authorization.

Note: You need to make corresponding changes based on the error message for the retry button to work

≡					🚺 Hello , system 🗸 📔 🌲	- Find the main term of t
n Dashboard	Pass	Dashboard Employee ×	Employee - Modify × Pass Permission ×	PassAuth × Detail ×		
Device	Pass Record	authSate All	•			
2.	Pass Auth	person number	device name	status	Error message	operation
Person	PassPermission	12234	设备—	Photos issued by personnel but not issued	photo is not exist	D retry
() Attendance					Total 1 10/page → Prev	1 Next Go to 1
↓ Pass						
Config						
\$						

4.2 Visitor management

The visitor list is used to manage employee information, such as viewing, adding, editing, and deleting visitor information.



4.2.1 Add visitor information individually

Steps:

1) In [Visitor List], click the "New" button to enter the guest add page;

2) Fill in the person ID, name, gender, belonging group, mobile phone number, ID number,

etc., add the face recognition photo and click "Save" to complete the creation of the visitor.

A	Person	Dashboard	Visitor - Add ×
Dashboard	Employee	* name	Support Chinese, English, numbers
Device	Visitor	ID card/IC card	Support numbers, letters, length 1~32 bits
Person		Face	(Please upload pictures in jpg, png, jpeg format, and the size does not exceed 500kb)
Attendance		recognition avatar	
Pass			Click upload image Suggested 480 * 640PX
System		gender	• male female
		phone	Please input the phone number
		purpose	Please input your purpose
		come from	Please input your company
		* Interviewee	Please input interviewee name
		name	
		car number	Please input car number
		Number of	Please input the number of visitors

Instructions for uploading facial recognition photos

Upload from local

Click "Upload from Local" to open the local folder and select the jpg and png face photos in the folder

Remarks: portrait photo specifications

1. Please choose a frontal headless photo in the past three months with a clear head and even light exposure;

2. The recommended size is 640 px * 480 px, and the size does not exceed 500kb. Only jpg and png file formats are supported;

3. Faces need to account for more than 1/3 of the photo to avoid blurry photos, wearing sunglasses, excessive beauty, and rotation of the avatar;

4.2.2 Refresh visitor information

Right-click in [Visit Management] and click the "Refresh" button to refresh all visitor information in the list to the latest state.

4.2.3 Visitor details and editing

Visitor details

In [Visitor List], find the visitor you want to view and click the name to enter the details page to view specific visitor information.

Guest edit

On the details page, edit the content to be modified. You can modify the basic information and photo information of the visitor. After modifying the information, click Save

≡			
A	System	Dashboard	Visitor × Visitor - Modify ×
Dashboard	Organize	* name	jjjsjssjjs
₽ + Person	Role User	ID card/IC card	Support numbers, letters, length 1~32 bits
() Attendance	System Setting	Face	(Please upload pictures in jpg, png, jpeg format, and the size does not exceed 500kb)
4 Pass	System Info	avatar	Click upload image
T Config			Suggested 480 * 640PX
🔅 System		gender	male female
		phone	Please input the phone number
		purpose	Please input your purpose
		come from	Please input your company
		* Interviewee	111111
		name	
		car number	Please input car number
		Number of	1

4.2.4 Delete visitors individually and in batches

Single delete

In [Visitor List], after corresponding visitor information, click the "Delete" button on the right to delete the visitor.

batch delete

In [Visitor List], select the visitor information to be deleted in batches, and click the "Delete" button next to "New" to delete these visitors in batches.

Note: When the visitor is deleted, the authorization of all devices of the person will be cancelled accordingly

4.2.5 Guest authorization

Steps

1) The first step, after selecting the employees who need to be authorized, click the authorization button;

2) The second step is to select the authorization type in the pop-up window.

3) The third step is to select the devices that need to be authorized (multiple choices are available)

4) The fourth step, you can choose the time period for employees to pass, if you don't fill it, it will be passed at any time of the day

5) In the fifth step, click Process.

n	Person	Dashboard Employee	× Employee - Mod	ify ×		
Dashboard	Employee	Rew a group	Create	Delete Detch	import ~ authorize	
2 Person	Visitor	✓ employee group	please input employ	yee ID o Q		
() Attendance			E photo	employee ID	name	phone
				2356	jeam	
Pass				authorize * status :	• authorize deauthorize	×
Config				* online device list :	Please choose from list	
🔅 System				Allow time period :	 ① 开始时间 - 结束时间 	
					Cancel	deal

6) The sixth step, you can view the information of successfully authorized personnel in the general authorization management, or you can click the device name on the left to view the authorization information of all personnel on the device.

≡							Hello , system	m \sim $ $ \blacklozenge $ $ \clubsuit \vee $ $ English
nashboard	Pass	Dashboard Employee	× Employee - Modify	× Pass Permission ×				
Device	Pass Record	✓ Device List	enter the name of the pe	rsc Q				
2.	Pass Auth	设备一	Portrait photo	Portrait verification status	person number	Name	Identity	Valid period
Person	PassPermission			photo is not exist	12234		employee	Permanent
() Attendance								
⇔ Pass							Total 1 10/page	Prev 1 Next Go to
T Config								
¢ System								

7) The seventh step is to check whether the authorization is successful or not in the general

authorization record.

æ

Note: If an unregistered photo of a person is created on the device (mainly for drawing cartoons) and both a person created and a registered photo will be displayed

≡						🚺 Hello , system \vee 🛛 🌲	- Finglish 🗸 🗧
n Dashboard	Pass	Dashboard Employee ×	Employee - Modify × Pass I	Permission × PassAuth ×			
Device	Pass Record	Authorization type All	▼ Time interval	start time - end time			
2.	Pass Auth	Numbering	Operator	Types of	status	Creation time	operating
Person	PassPermission	247	anonymousUser	Employee authorization	Not synced	2020-08-08 18:03:42	Details
C Attendance						Total 1 10/page V Prev	1 Next Go to 1
eass Pass							
Config							
¢ System							

8) The eighth step, if the status shows that it is not synchronized at this time, you can click the details on the right to view the reason for the failure of an employee's authorization.

Note: You need to make corresponding changes based on the error message for the retry button to work

≡					I Helio , system \sim	🗼 ╞ 🍄 🗸 ╞ English 🗸
n Dashboard	Pass	Dashboard Employee ×	Employee - Modify × Pass Permission	× PassAuth × Detail ×		
Device	Pass Record	authSate All	•			
2.	Pass Auth	person number	device name	status	Error message	operation
Person	PassPermission	12234	设备—	Photos issued by personnel but not issued	photo is not exist	D retry
() Attendance					Total 1 10/page V	Prev 1 Next Go to 1
Pass						
Config						

5. Attendance Management

[Attendance Management] module is used for custom setting of shifts and sections (overtime rules), setting of holidays and public holidays rules, inquiring and exporting of attendance records and attendance statistics of all personnel.

5.1 Period Setting

The main information contained in the Period includes: Period name, Period segment (working time ~ working time), overtime rules, etc. The page of shift segment display is as shown below. Click the delete icon at the end of each column on the page of Period segment display to delete the Period information of this column.Select the box in front of multiple columns to delete the selected Period information.

Create			
Attendance Name	Period(Work time~off work time)	Number Of Employee	Handle
dayShift	Period 1: 09:00~18:00	3	â Delete
nightShift	Period 1: 20:00~23:50	0	â Delete
	<		
		-	

Click the "create" button at the top of the page ,create period setting page can be opened.

* Name	Support Chinese, English and Numbers						
Period Set	Work starts on (9 09:00	Delay - 0 + minute	s,is not late				
	Time off on 🕓 18:00	early - 0 + minutes, is r	not leave early				
[Add						
	Work starts on Behind Time Time of	on Leave Early Handle					
	No Data						
Overtime Rules	Workday Work hours full – 0	+ hours,Leave work late	is workDay ov	rertime			
	Holiday/Festival work hours full: -	0 + minute, And start work earlier	© 09:00	Leave work late (© 18:00	is overtime		
IsDefault	Yes ON0						
	Save						
Name	e:						

1) Custom input Chinese, English and Numbers

Period Setting:

1) You can choose/clear/customize the input of specific time points;Optional, custom input late and early leave minutes limit;

2) After the Period information input is completed, you can click "Add", and the Period information will be displayed in the table below the "add" button;

3) Click the delete icon in the table below the "add" button to delete this section.

• Overtime Rules

1) You can manually enter/select the time required for working overtime and the time point of leaving the office;

2) You can manually enter the required overtime hours of general holidays and holidays as well as the on-off/off-hours;

> Click the work time name information (blue font) to display and modify the detailed information in that shift, as shown in the figure below, the detailed information of the dayShift (example) can be modified on this page, click save to redirect to the shift display page.

* Name	Support Chinese, English and Numbers						
Period Set	Work starts on 🕓 09:00	Delay —	0 + minutes	,is not late			
	Time off on 🕓 18:00	early – 0	+ minutes,is n	ot leave early			
[Add						
	Work starts on Behind Time Time of	f on Leave Early	Handle]		
		No Data					
Overtime Rules	Workday Work hours full - 0	+ hours,Leave	work late 🕒 18:00	is workD	ay overtime		
	Holiday/Festival work hours full:	0 + minu	ite, And start work earlier	© 09:00	Leave work late	I8:00	is overtime
IsDefault	⊖ Yes • No						
	Save						

5.2 Festival Setting

Click the delete icon in the operation to delete the current holiday. Select the box in front of multiple columns to delete the selected holiday information. The following picture shows the display page for the holiday setting:

Create			
Eestival Nmae	Start & Finish Date	Remark	Handle
Christmas	2020-12-25~2020-12-26		🝵 Delete

Click the "Create" button at the top of the page to open the page of new Festival
 Settings;

2020-12-25~202	U-12-20		
Create		×	
* Festival Nmae:			
Start & Finish Date:	start time - end time		
Remark:			
[Cancel Save And Continue	Save	

Click the column of festival name (blue font) to display and modify the detailed information of the festival, as shown in the picture below. The detailed information of Christmas (example) can be modified on this page. Click save to modify and jump to the festival display page successfully.

Details			×
Festival Nmae:	Christmas		
Start & Finish Date:	2020-12-25	- 2020-12-26	
Remark:			
		Cancel	Save

5.3 Holiday Setting

In the general holiday setting, you can customize the time of various general holidays by clicking the "Create" button, click the delete icon in the operation to delete the current general holidays, select the box in front of multiple columns, and delete the selected information of multiple

general holidays. The following figure shows the display page for the general holiday setting:

Create			
Holiday Name	Rest Day	Handle	
weekend	Saturday Full-Day , Sunday Full-Day ,	📋 Detele	

Click the "Create" button at the top of the page to open the new holiday setting page;

Rest Day			
Create		×	
* Holiday Name:			
Rest Day:	Mon Full Day		
	Tues Full Day		
	Wed Full Day		
	Thurs Full Day		
	Fri Full Day		
	Sat Full Day		
	Sun Full Day		
			
	Cancel Save And Continue	Save	

Rest Day : Single or multiple choices from Monday to Sunday are available for custom defined weekly fixed rest days

> Click the holiday name (blue font), the detailed information in the holiday can be displayed and modified, as shown in the figure below (for example), can be modified on this page, click save to modify the successful jump to the holiday display page.

Details								×
Holiday Name:		weeke	nd					
Rest Day:		Mon	Full Day					
		Tues	Full Day					
		Wed	Full Day					
		Thurs	Full Da	у				
		Fri	Full Day					
	~	Sat	Full Day					
	~	Sun	Full Day					
L		J			Cance	ļ	Save	

5.4 Attendance Record

[Attendance Record] module includes the attendance record of corresponding employees by time period, grouping query and employee name query, and the list file of exported query results is downloaded to the local. The attendance record display page is shown in the figure below.

product group technical group	Please enter the staff's name	Time interval	start date -	end date			
	Employee Name	Group Name	Date of Attendance	First Punch	Last Punch	Status	OverTime(h)
	Jade	product group	2020-08-10			Absence	0
	🗌 ldq	technical group	2020-08-10	2020-08-10 09:00:00	2020-08-10 21:15:00	Full Attendance&Workday Overtime	3
	dix	product group	2020-08-10			Absence	0
	Jade	product group	2020-08-11			Absence	0
	D Idq	technical group	2020-08-11	2020-08-11 12:14:58	2020-08-11 12:15:32	Absence	0
	dlx	product group	2020-08-11			Absence	0

Staff groups

1) In the staff groups, the group name and information are the same as the group data in [Employee list]. According to the change of the data in the employee list, the attendance records of all employees are displayed on the right side after all groups are selected. After clicking the sub-group, only the attendance records of employees in the sub-group are displayed.

Date of Attendance

1) The date of attendance record before the current date (excluding the current date) is displayed by default;

First Punch/Last Punch

1) The employee's first opening time of the day is displayed in the first punch, and the employee's last punch of the day is recorded in the last punch. If the employee does not punch on the day, no data will be displayed.

PI	ease enter the staff's name	Q Time interval	start date -	end date			
	Employee Name	Group Name	Date of Attendance	First Punch	Last Punch	Status	OverTime(h)
	Jade	product group	2020-08-10			Absence	0
	ldq	technical group	2020-08-10	2020-08-10 09:00:00	2020-08-10 21:15:00	Full Attendance&Workday Overtime	3
	dlx	product group	2020-08-10			Absence	0
	Jade	product group	2020-08-11			Absence	0
	ldq	technical group	2020-08-11	2020-08-11 12:14:58	2020-08-11 12:15:32	Absence	0
	dlx	product group	2020-08-11			Absence	0
					Total 6	10/page V Prev 1	Next Go to 1

Status

1) If the employees clock in and out of the office on the same day, the status bar will show "full attendance".

2) If the employee is late for work on the same day, the status bar will show that the employee is "late";

3) If the employee leaves early at the end of the day, the status bar shows "leave Early";

4) If the employee is absent from work on the same day, the status bar shows the "absence";

5) If the employee has to work overtime on that day, the status bar will display the "overtime" work on that day.

 6) If the date falls within the scope of festival or holiday, the status will display "festival /holiday overtime";

7) If the employee has to work overtime on festival/holiday, the status bar will show "festival/holiday overtime";

8) If multiple marker conditions are met on the same day, the status bar will display multiple states.

Ple	ease enter the staff's name	Q Time interval	start date -	end date			
	Employee Name	Group Name	Date of Attendance	First Punch	Last Punch	Status	OverTime(h)
	Jade	product group	2020-08-10			Absence	0
	ldq	technical group	2020-08-10	2020-08-10 09:00:00	2020-08-10 21:15:00	Full Attendance&Workday Overtime	3
	dix	product group	2020-08-10			Absence	0
	Jade	product group	2020-08-11			Absence	0
	ldq	technical group	2020-08-11	2020-08-11 12:14:58	2020-08-11 12:15:32	Absence	0
	dix	product group	2020-08-11			Absence	0
					Total 6	0/page V Prev 1	Next Go to 1

export

1) Click the "export" button to download the staff attendance record form file containing the current query page to the local;

Attendance Analysis

1) The time interval can be selected to recalculate and analyze the traffic record of this time period to get a new attendance record.

Please enter the staff's name	Time interva	al 🗐 start date -	- end date	
Employee Name	Group Name	Date of Attendance	First Punch	Last Punch
Jade	product group	2020-08-10		
Att	endance Analysis * Start Date:		× 0	2020-08-10
Jade Idq	* End Date:		8	2020-08-11
dlx	_	Can	cel deal	

5.5 Attendance Statistics

2)

[Attendance Statistics] module includes data statistics of normal/abnormal attendance of employees in all time/specified time and overtime hours of working days/public holidays/holidays;

✓ Staff groups	Ple	ease enter the en	nployee's name	Q Time inter	val 🛅 sta	rt date -	end date			Expor
product group		Staff Name	Groups	ID	Normal	Late	Early	Absenteeism	WorkDays Overtime(h) Holidays Overtime(h)	Festivals Overtime(h)
technical group		Jade	product group	10086	0	0	0	2	3	
		ldq	technical group	10089	1	0	0	1	3	
		dlx	product group	10096	0	0	0	2	3	
									Total 3 10/page ~ Prev 1	Next Go to 1

Staff Group

1) In the employee grouping list, the group name and grouping information are the same as the grouping data in the [Employee List]. The data changes in the employee list are synchronized in real time. After selecting all groups, the attendance statistics of all employees will be displayed on the right side. Click the sub After grouping, only the employee attendance statistics in the sub-group will be displayed;

Normal、 late\early Absenteeism

1) By default, it is selected to display the statistical data of the month before the query date, which respectively display the employees' normal days, late arrivals, early departures, and absences. If there is no record of the corresponding status within the query time range, it will be displayed as 0;

workDays OverTime(h) 、 holidays OverTime(h)、 festival OverTime(h)

1)By default, the statistical data of the month before the query date is selected to display the accumulated overtime hours of employees working overtime on working days/public holidays/holidays. If there is no record of the corresponding status within the query time range, it will not be displayed;

Export

1) Click the export button to download the employee attendance record form file containing the current query page to the local;

6. Pass management

6.1.Pass record

View all the identification records on the device, through device grouping and device filtering. The data body temperature value is greater than or equal to the [Abnormal temperature judgment value] of the temperature measurement parameter configuration in red font, and less than green font;

	Identity : All	Entry type:	All 🔻 ente	the name of the	persc Q			
one	photo	Name	Identity	temperature	Pass type	device name	Entry type	Creation time
	- 💎	one	employee	36.1	Face recognition	one	In	2020-08-08 12:28:33
		one	employee	35.9	Face recognition	one	In	2020-08-08 12:28:29
			stranger	36.1	Face recognition	one	In	2020-08-08 12:28:25
			stranger	36.1	Face recognition	one	In	2020-08-08 12:28:18
		one	employee	36.1	Face recognition	one	In	2020-08-08 12:28:04
		one	employee	36.2	Face recognition	one	In	2020-08-08 12:27:56
	-	one	employee	36.3	Face recognition	one	In	2020-08-08 12:27:46
		one	employee	36.3	Face recognition	one	In	2020-08-08 12:27:43
	- P	one	employee	36.1	Face recognition	one	In	2020-08-08 12:27:33

Pass record export: Click the pass record [Export] button on the page to export the existing pass records in the system to the computer in excel file format.

photo	Name	Identity	temperature	Pass type	device name	Entry type	Creation time
	ldq	employee	36.1	Face recognition	one	In	2020-08-24 10:24:08
						Total 1 10/page 🗸	Prev 1 Next Go to

The following figure is the content of the exported excel file

· · · >	< 🗸 fx :	Snap a photo																
A	В	С	D	E	F	G	н	1	J	к	L	м	N	0	Р	Q	R	s
Snap a photo	Name	Identity	temperature	temperature status	devise serial number	Pass type	Transit time	ID number	IC card number	Person ID								
	ldq	employee	36.1	high temperature	53C92480B03E7417	Face recognition	2020-08-24 10:24:08			10086								

6s refresh of the pass record: When someone passes through the online device of the system and the pass record is generated, the newly generated pass record can be refreshed manually. Turn on the 6s refresh switch on the page to refresh it manually, the pass record will be refreshed every 6s

Export 6 secon	ids then refresh							
Identity: All 🔻	Entry type: All	▼ enter	the name of the	persc Q				
photo	Name	Identity	temperature	Pass type	device name	E	Entry type	Creation time
	ldq	employee	36.1	Face recognition	one	I	n	2020-08-24 10:24:08
						Total 1	10/page V Prev	1 Next Go to 1

7. System Management

7.1 Organization Management

[Organization Management] The module is used to manage the internal organizational structure of the enterprise and the management of enterprise user information. The hierarchical relationship is created and managed by the system or the enterprise administrator. The page is displayed as shown below:

Create	Create Delete 0										
O There can only be	There can only be one top-level organize in the system that has the highest authority. The top-level organize can modify information but cannot delete or modify permissions.										
Virtual: All	Virtuai: All Please enter the organize Name/orga Q										
organize Na	ame	Number	Principal	Telephone	Virtual	Creater	Create Time	Handle			
🗆 👻 Facial I	Recognition	0001	jade	18520860310	Yes	admin	1589876485000	🌲 Member Manage 📋 🛛)elete		
Techn	nology				No	system	1592812514000	🌲 Member Manage 🔒 D)elete		
Finan	се	0002			No	system	1592873589000	🍰 Member Manage 🔒 D)elete		

> Create an organization

1) Only one top-level organization can exist in the system, and that organization has the highest authority. The top-level organization can modify information, but cannot delete and modify permissions;

2) Click the New button to fill in the content and complete the new organization

rel organize in the system tha	Create		×		
Please enter the organi	* Parent organize:	Please Choose]		
	* organize Name:	Please enter a new organize name]	Creater	Create Time
'n	organize No.:	Please enter the organize No.]	admin	1589876485000
	Principal:	Please enter the name of Principal]	system	1592812514000
	Telephone:	Please enter the telephone number]	system	1592873589000
	Fax:	Please enter fax]		
	organize Description::				
	Virtual:	🔾 Yes 💿 No			
		Cancel Save And Continue	Save		

Member management

Click "Member Management" in the operation of the displayed page to enter the member management display page. The left side of the page displays the tree-shaped organization structure that has been created. You can create new organizations and query members by organization on the left, and the members of the organization, that is, the basic information of the user, are displayed on the right

Create	Add 🔒 Remove			
Facial Recognition ☉	User Name	Telephone	Email	Handle
 Technology 	test002	18520860312	8722@qq.com	🖹 Remo
Finance	test001	18520860311		E Remo
	system	18520860310	87292008@qq.com	Remo
			Total 3 10/page v Prev 1 N	lext Go to

Click the "Add" button in the member management, select the desired member from all users in the system, and click Save to add the user to the organization. Remove function (omitted)

User Name	Telephone		Email
Add Member		×	8722@qc
organize All	▼ User Name Q		
User Name	organize		87292008
test002	Facial Recognition		Total 3
test001	Facial Recognition		
system	Facial Recognition		
Total 3 10/page V	Prev 1 Next Go to	1	
	Cancel	Save	

7.2 Role management

[Role management] It is used to create and manage roles. Roles are used to control the various business function modules and functional operations of users in the system. It is composed of different functional operation permissions.

Role description

➤ Each company can create one or more roles with different scopes of authority to perform different functions for different users under the corporate organizational structure;

➤ The role information between the enterprise and the enterprise is independent of each other and cannot be mutually accessed.

Creating Role

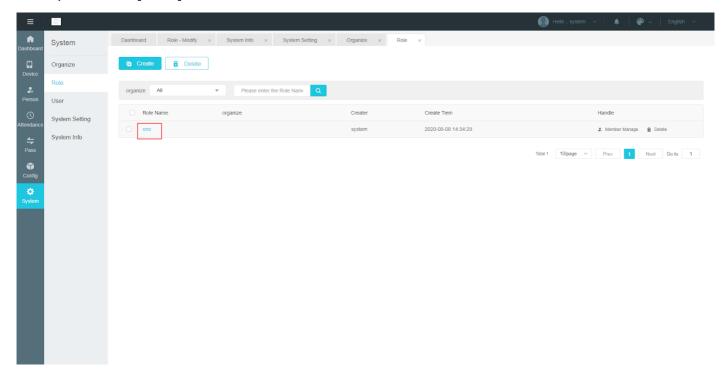
enter [Role management], Click on [Create] Button, Pop up [Create] page;

≡						🍈 Hello , system 🗸 📋 🌲 📔 🕐 🗸 🕴 English 🗸
n Dashboard	System	Dashboard Pass Record × System Settin	g × System Info	× Role ×		
Device	Organize	Create				
2.		organize All Please	enter the Role Nama			
Person	User					
() Attendance	System Setting	Role Name organize		Creater	Create Tiem	Handie
		2 测试3		system	2020-06-28 11:01:20	🌲 Member Manage 🛛 🔒 Delete
+ Pass	System Info	□ 潤量2	Create		×	≵ Member Manage 🔒 Delete
ŵ		□ 渕斌	* Role Name :	Please enter the Role Name		🌲 Member Manage 🛛 💼 Delete
Config			* organize :	Please Choose	•	
¢			organize :	Please Choose		Total 3 10/page V Prev 1 Next Go to 1
System			Role Description :			
				Cancel Save And Conti	nue Save	

Fill in the role name, and save the organization and role, and click the [Save] button to create a new role.

Role modification

Click on [Role Name] enter [Role-Modify] page, Left and right to select the role to be modified for the role list, Character information on the right, Editable role name, organize, Role description, click [Save] button after modification to save the modified information.



≡				🌔 Hello , system 🗸 🌲 🏶 🗸 Englis	
n Dashboard	System	Dashboard Role - Modify ×			
Device	Organize	Create	2. Member Manage		
2.	Role	one	* Role Name : one		
Person	User				
C Attendance	System Setting		*organize: one *		
↓ Pass	System Info		Role is test		
Ť			Description		
Config			Creater: system		
🔅 System			Cteale Time: 2020-08-08 14:34:29		
			Save		

Role Management-Member Management:

Click the member management in the operation bar of the role management list or click the member management] button on the role modification page to enter the [role-member management] page.

≡						🚺 Hello , system \vee 📔 🌲 📔 🏶 🗸 📔	
n Dashboard	System	Dashboard Role - Modify ×	Role - Member ×				
Device	Organize	Create	E Create				
2.	Role	one	User Name	Telephone	Email		Handle
Person	User		test002	18520860312	8722@qq.com		E Delete
() Attendance	System Setting		test001	18520860311			E Delete
↓ Pass	System Info					Total 2 10/page V Prev 1 Next	Go to 1
Config							
System							

≡	<u></u>				🚺 Hello , system 🗸 🌲 🍄 🗸 English 🗸
n Dashboard	System	Dashboard Role - Modify × Role - Member × Role	×		
Device	Organize	Create Delete			
2+ Person	Role	organize All Please enter the Role Name	Q		
() Attendance	System Setting	Role Name organize	Creater	Create Tiem	Handle
↓ Pass	System Info	one	system	2020-08-08 14:34:29	1 Member Manage 🛱 Delete
Config					Total 1 10/page v Prev 1 Next Go to 1
System					

[Role-Member] interface, The left part is the role list, you can select the role, click the [Create] button above, and the [Create] pop-up window will pop up to create a new role.

≡	<u></u>					🚺 Hello , system 🗸 🗼 🗍	$ extsf{eq}$ \sim \mid English \checkmark
n Dashboard	System	Dashboard Role - Member ×					
Device	Organize	Create	Create				
2+ Person	Role	one	User Name	Telephone	Email		Handle
	User		test002	18520860312	8722@qq.com		E Delete
() Attendance	System Setting		test001	18520860311			E Delete
↓ Pass	System Info					Total 2 10/page v Prev 1	Next Go to 1
The config							
🔅 System							

User add role

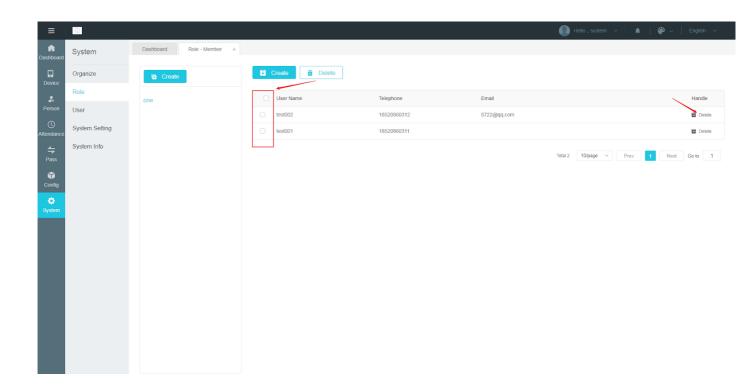
On the right is the user list, view the user information in the selected role, click the [Create] button, the [Add Member] pop-up window will pop up, in the user list, select the user to add to the selected role.

≡						🚺 15%7 , system 🗸 📔 🌲 📔 🏶 🗸	中文(简体) ~
▲	系统	工作台 角色管理 - 成员管理 ×					
2 2 3 3 3 3 4 3 4 3 4 3 4 3 4 3 4 3 4 3	组织管理	G 新建	■新建 前建				
2.	角色管理	测试3	用户名	手机号	邮箱		操作
	用户管理	测试2	添加成 test002	18520860312	8722@qq.com		■ 删除
① 考勤	系统设置	测试	plain只test00.1有	18520860311			■ 删除
与 通行	系统信息					共2条 10条质 × 上一页 1 下一	页 前往 1 页
€ 配置							
RCE.							
系统							

n Dashboard	System	Dashboard Role - Member ×					
Device	Organize	Create	E Create				
2.			User Name	Telephone	Email		Handle
	User		Add Member		×		Delete
() Attendance	System Setting		organize All *	Please enter the Role Nma	_		Delete
	System Info		-			Total 2 10/page V Prev 1 Next	Go to 1
			User Name test002	organize	Role		
Config			test001	one	one		
			system	one			
			Total 3 10/page 🗸	Prev	1 Next Go to 1		
					Cancel Save		
					Cancel Save		

Delete user in role

Click 【Delete】 button to delete users in the role



7.3 User Management

The user management interface can display users, query by status and the role of the organization to which they belong, and perform operations such as enabling, disabling, and deleting user status. The display page is as follows:

Create	Status Disabled	Delete				
tatus: All 🔻	organize: All	▼ Role: All	Please enter the keywords Q			
User Name	organize	Role	Creater	Cteater Time	Status	Handle
test002	Facial Recognition		system	2020-06-16 19:25:26	Enabled	🗟 reset password 🕆 🔒 Delete
test001	Facial Recognition	测试3	system	2020-06-15 17:31:43	Enabled	🗟 reset password 📋 Delete
system	Facial Recognition		admin	2020-05-19 16:18:27	Enabled	🗟 reset password 📋 Delete

Create user

Click the "Create" button on the displayed page to enter the user creation interface, and enter the information in the figure below to create a user.

Disabled	Delete				
e: All	Create		×		
	* Username:	Please enter your username		ime	Status
ecognition	* Password:	please enter your Password		16 19:25:26	C Enabled
ecognition	* Repeat the passwor	Please enter your password again		15 17:31:43	C Enabled
ecognition	d:			19 16:18:27	Enabled
	* organize:	Please Choose	▼		Total 3 10/page
	[object Object]:	Please Choose	•		
	Telephone:	Please enter your Telephone number			
	Email:	Please enter your email address			
	Status:	Enabled			
		Cancel Save And Continue	Save		
	L				

Modify user: Click the user name (blue font) on the displayed page to modify the user information

🔒 Reset F	Password 🛅 Delete			
UserName:	test002			
* organize:	Facial Recognition			
Role:	Please Choose			
Telephone:	18520860312			
Email:	8722@qq.com			
Status:	Enabled			
Creater:	system			
Create Time:	2020-06-16 19:25:26			

Enabling and disabling users

Click on the status part at the end of each column of the displayed page to disable or enable the user. The disabled user can no longer log in to the system. Click the box in front of each column, select multiple columns and then click the status or disable button at the top to perform batch operations on users.

Create Status Disabled [†] Delete							
Statu	is: All 🔻	organize: All	Role: All	Please enter the keywords			
	User Name	organize	Role	Creater	Cteater Time	Status	Handle
	test002	Facial Recognition		system	2020-06-16 19:25:26	Enabled	🔒 reset password 📋 Delete
	test001	Facial Recognition	测试3	system	2020-06-15 17:31:43	Enabled	🗟 reset password 🖀 Delete
	system	Facial Recognition		admin	2020-05-19 16:18:27	Enabled	🔝 reset password 🖀 Delete
						Total 3 10/page 🗸	Prev 1 Next Go to 1

Classified query, delete,(omitted)

➢ reset password

organize: All	▼ Role: All	Please enter the keywords	2	
organize	Role	Creater	Cteater Time	Status
Facial Recognition		system	2020-06-16 19:25:26	
Facial Recognition	reset password		× 15 17:31:43	
Facial Recognition	Username:	test002	19 16:18:27	
	* Password:	please enter your Password		T 1 10 100
	* Repeat the passwor	Please enter your password again		Total 3 10/
	d:			
		Cancel	Save	

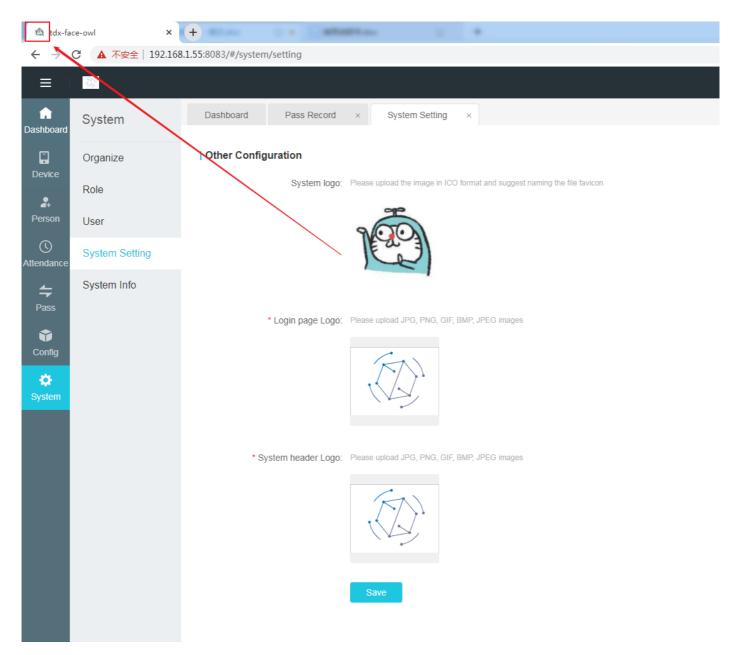
7.4 System settings

Other configuration: Set system logo, login page logo, system header logo

≡									
n Dashboard	System	Dashboard	Pass Record	×	System Settin	g ×			
Dashboard	Organize	Other Configuration							
2.	Role		System logo:	Please	upload the image in	ICO format	and suggest	naming the fil	e favicon
Person	User				d.				
() Attendance	System Setting				ck upload image				
÷	System Info			Sug	gested 32 * 32PX				
Pass			* Login page Logo:	Please	upload JPG, PNG,	GIF, BMP, JF	PEG images		
Tonfig					_				
🔅 System				0	ck upload image				
Cystem					ested 373 * 540PX				
		* SV	stem header Logo:	Please	upload JPG, PNG,	GIF, BMP, JF	PEG images		
			J						
					ck upload image gested 110 * 22PX				
				·					
				s	ave				

System identification:

[Format size limit] Support ico format, The recommended size is 32 * 32 px, and the recommended file name is favicon ;



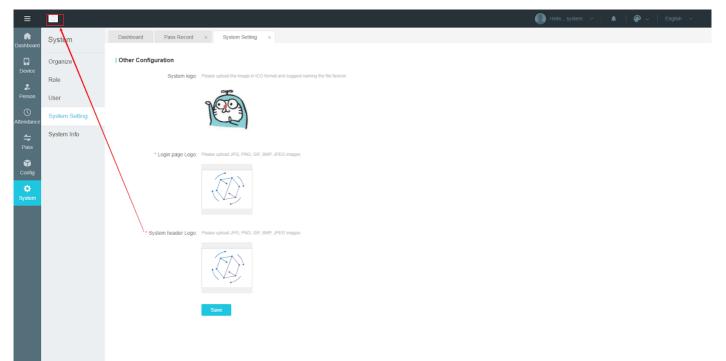
log in page Logo:

[Format size limit] Support jpg, png, gif, bmp, jpeg format, Suggest 373 * 540 px;

|--|

System head Logo:

[Format size limit] Support jpg, png, gif, bmp, jpeg format, Suggest 110 * 22 px;



7.5 Alarm settings

Click [System] [Alarm Settings] to turn on or off the alarm function. In the alarm module, after turning on the alarm, you can set the temperature threshold of the high temperature alarm. When the temperature exceeds the set threshold, the system will automatically send an email notification

Temperature alarm switch:	Enabled	
Temperature alarm threshold:	- 37.3 + When the received identification record body temperature exceeds the threshold, the system set	ands an email notification
Notification language	e Chinese 💌	
Notification email settings	s Please set the recipient email, please click "Add" Add	
	Save	

➤ □Sending address: The sending email address of the mail sent by the system can be opened, added or modified in [System] [Mail Service Settings]

➤ □Receiving address: The receiving mail address is in the "Notification Email Settings" in the alarm settings, as shown in the figure below, after clicking Add, you can enter the receiving address, and you can set up to ten receiving addresses.

Temperature alarm switch:	Enabled				
Temperature alarm threshold:	- 37.3 + When the received identification record body temperature exceeds the threshold, the system sends an email notification				
Notification language	Chinese				
Notification email settings	Please set the recipient email, please click "Add"				
	Save				

➤ □Sending content: The content of the email sent by the system is the content in the [Configuration] [Message Template]. In the alarm settings, you can choose to send the existing Chinese template or English template in the [Message Template] to the recipient mailbox, as follows As shown in the figure

Temperature alarm switch:	Enabled		
Temperature alarm threshold:	- 37.3 +	When the received identification record bo	ody temperature exceeds the threshold, the system sends an ema
Notification language	Chinese	<u>ــــــــــــــــــــــــــــــــــــ</u>	
Notification email settings	Chinese English		
L	Save		

7.6 Mail service settings

1. To enable the mail service, you need to set the alarm settings first

≡		🌑 Halo, system 🗸 🎄 🗸 Frigitar 🗸
n Dashboard	System	Cashboard User x Device x Mail x Message.Template x System Info x Alarm x
Device	Organize	Temperature alarm switch : 💽 Erazies 🗧 Turn on email notification
1104000 2	Role	Temperature share threshold : - sr.s + Wise the state of the temperature threshold for sending emails
Person	User	Notification language Chinese
(C) Mendance	System Setting	Notification language of the email
÷	Alarm	Notification email settings Please set the recipient email, please click "Add" Add
Pass	Mail	Add recipients, you can add multiple, (up to 10 people)
û Contig	System Info	Save:
Şystem	D ROLLE	

2. Mail service settings

≡				🊺 Hello , system 🗸 🗍 🍄 🗸 🛛 English
n Dashboard	System	Dashboard User ×	Device × Mail × Message Template ×	System Info × Alarm ×
Device	Organize	* Whether to open the mail service:	• Yes O No	
	Role	* SMTP server :	Please enter the SMTP server	Set the host address of the SMTP mail server. QQ personal mailbox is not recommended
₽ Person	User		required	
C Attendance	System Setting	* SMTP port :	Please enter the SMTP port	Mail server port, 25 defaults to http protocol, 465 defaults to https protocol, 465 is recommended
	Alarm	 Shipping account: 	Please enter the shipping account	
Pass	Mail	* email Password:	Please enter your email password	Generally it is the verification email password, if you use NetEase email, please fill in the authorization code
Config	System Info	Whether to use SSL protocol:	• Yes O No	
🔅 System			Save Mailbox inspection	
	参			

After configuring the sender's mailbox information and recipient's mailbox information in the mail settings, you can receive an email notification after the passage record of abnormal body temperature appears in the background.

Mail service switch: You can choose whether to open the mail service Sender information

(1) SMTP server

Please fill in according to the server address listed in the sender's mail server, usually listed on the help page of the mail service provider;

(2) SMTP port

Please fill in according to the port number listed on the sender's mail server, usually listed on the help page of the mail service provider, 465 is the https protocol by default, and 465 is recommended;

(3) Shipping account

Enter the name of the mailbox that needs to be sent; Note: Due to the different automatic judgment strategies and mechanisms of each mail service provider, if the newly registered mailbox is used as the sender to send mail frequently, various restrictions of the mail service provider may be triggered;

(4) email Password

Enter the mailbox password that needs to send emails. Note: Different mailbox servers may have different requirements. For example, QQ mailbox needs to open the authorization code separately on the account settings page, and then fill in the authorization code; click on the icon on the right side of the input box Switch password plaintext/ciphertext display;

(5) Whether to use SSL protocol

Please select the protocol type according to the type supported by the sender's mailbox

server, usually listed on the mail service provider's help page;

(6) Mail inspection

After filling in all the parameters and information, you can click the [Test Sending] button to check whether the email is sent and received normally. After clicking, an email with a fixed content template will be sent to each recipient's mailbox.

Hot mail sending content:



7.7 System message

system message: View basic system information

	<u></u>			🚺 Hello , system 🗸 🗸	🔺 🕐 -	English
nashboard	System	Dashboard Pass R	ecord × System Setting × System Info ×			
Device	Organize	Software Name :				
2 +	Role	Version:	1.0.0			
erson	User	User Unit:	-volta de co			
r) Indance	System Setting	copyright:				
\$	System Info	System :	Windows 7			
Pass		JDK版本:	1.8.0_102			
🗊 onfig		Database Type	MySQL			
¢		Database Url	localhost			
ystem		Database port:	3306			
		Database Name:	tdx_face_owl			
		License Info	{"serverInfos",{"cpuSerial","BFEBFBFF000306C3","ipAddress",["192.168.1.55","192.168.111.1","192.168.157.1"],"macAddress",["64-			
			00-6A-31-8A-FE","00-50-56-C0-00-01","00-50-56-C0-00-08"],"mainBoardSerial"."/B4KHT92/CN701635AJ0540/"}}			