CLOCKREPORTS XE WITH PAXTON NET2 ACCESS CONTROL SYNC

Clock Reports

T&A Management Suite

Overview

This ClockReportsXE software application has the ability to import User Records and access Punch Records from a Paxton Net2 Access Control System.

Access Control Site Using Paxton Net2

Network Router / Switch

ClockReports XE Software Sync's with 'Net 2 Access Control Software' and never directly with Net2 Access Control hardware.

You can install ClockReports XE software either on the same Net 2 Server PC or on a separate network Client PC.

Net2 Access Software

Paxton Net2 Access Controller

PC / Server Running Net 2 Server Software.

PC Running ClockReports XE T&A Software

The ClockReports XE Software can either be installed on a separate client Windows PC connected to the same network as the Net2 Software/Server PC or on the exact same PC the Net2 software Server is already installed on.

IMPORTANT: You will need the correct serial number of the Net2 controller.
If the serial number is incorrect then you will not be able to activate your ClockReports XE software!

Requirements

- Net2 Server software version 5.0 upwards on a Windows PC, XP, Vista, 7, 8 or server.
- The same PC with Network Connection and Net2 firewall ports open.
- ClockReports XE software Version 0.8.3.x upwards with an active subscription.
- If installing ClockReports XE on a client PC which has never had the NET2 Access Control software installed you will also need to install the Net2 msi redistribution components found in the c:\ClockReportsXE8\Paxton folder.

The ClockReports XE software will need to communicate with our cloud servers and also the Net2 software server every 24 hours and during setup, so you must allow a rule for the software to pass through the network firewall. If the windows PC is turned off or the Net2 PC server is shut down then the system will not function until the computers are turned on again.

For support please use our free help desk on our website…
www.clockreports.com

Installation
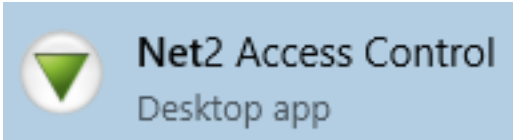
Please Install the Paxton Net2 Access Control Software before attempting to configure ClockReportsXE software.

Note: If you need support on installing and setting up the Net2 software please contact Paxton support or your access control installer / supplier.

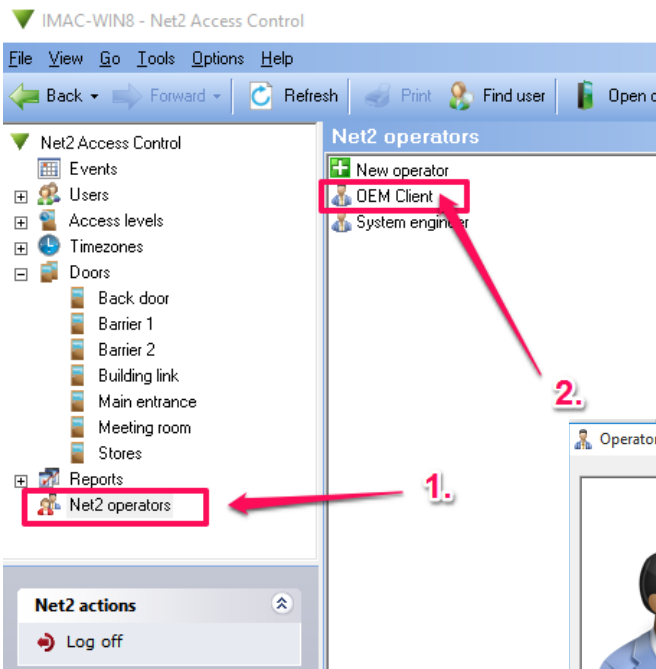**Initial Setup of Paxton Net2 Software**
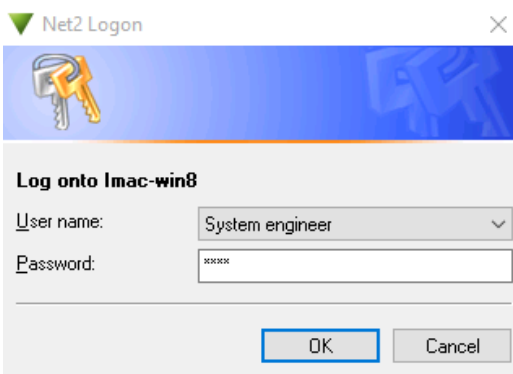
Once the Net2 software has been successfully installed and configured with the Net2 hardware then you can proceed to configure the settings required within the Net2 software.

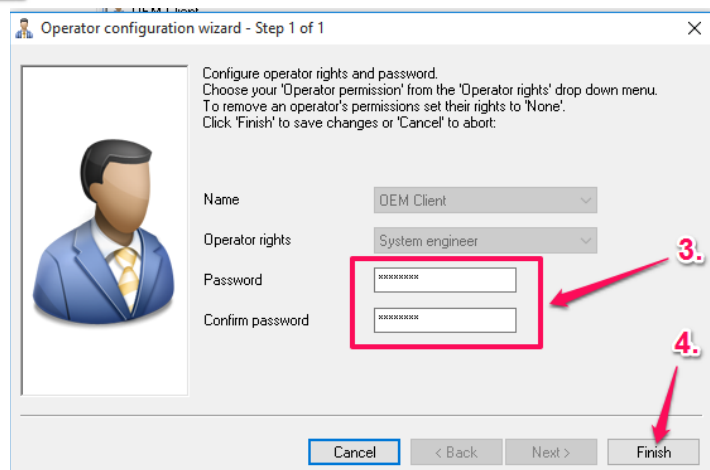Launch the Net2 Access Control Software.

And enter the login information…

Default Username: 'System Engineer'
Default Password: 'net2'

In the Net2 applications main window select…

1. Net2 operators.

2. Then double click the OEM Client.

3. Finally set a password for the OEM Client.

4. Click The finish button to save the password.

5. You can now close the Net2 application.

Complete Setup by Installing ClockReportsXE software

Install the ClockReportsXE software from the CD-Rom or from the download link you have been supplied.

Once installed you will have the software icon appear on your computers desktop, double click the icon to launch the ClockReportsXE software.

Activate ClockReportsXE software

Once logged into the ClockReportsXE software you will be presented with a new device window. Select the Paxton Net2 Access Control from the device type drop down box and then enter the serial number of the Net2 controller and click the activate button.

Note: If you cannot activate, please contact your supplier or ClockReports support with the serial number of your Net2 controller.
Refer to the full ClockReportsXE setup user guide for further activation details.

If you fail to activate the software you will not be able to sync with the Paxton Net2 system and after 14 days the software will expire, you will then no longer be able to use any features of the software until after it's activated.

Once the Software is successfully activated it will need to be restarted so that your active subscription can take effect.

Configuring ClockReportsXE software to sync with Net2

Once you have restarted and logged into the clock reports software you will need to click the **Data Manager > Paxton Net2 Sync** dropdown menus from the very top of the ClockReportsXE softwares main window.

In the Paxton Net2 Import window you will need to configure the following settings…

IP Address of Net2 Server PC.
Note: if the Net2 Server is installed on the same PC then the IP address should be set to '127.000.000.001'. Otherwise set this to the IP address of the PC with the Net2 Software installed.

Net2 User Name.
Note: the default is 'OEM Client' and should not normally be changed from this.

Net2 Password.
Note: This needs to match exactly the password you have set in the Net2 software for the OEM Client user (Note: see 'step 3' found on page 2 of this guide.).

Number or Records to Sync.
Note: Default would be 5000, this depends how many users come and go between sync operations.
Typically if you sync once a day you can possibly set this to a lower number.
The lower the number the quicker the sync operation completes.
If the number is too low you may miss syncing any older records.

Sync Net2 Now button.

Click this to perform a manual sync operation anytime you wish to import records.

At this point you should click it to test the sync works correctly.
You will see a new console window open as the clockReports software attempts to sync with the Net2 server software.

If all the settings are correct the console window will report successful finish before closing, otherwise check the console for error messages.

You should now see new punch records in the records tab page after you click the 'ALL records' button.
And you should see the Net 2 users on the users tab page within the ClockReports software.
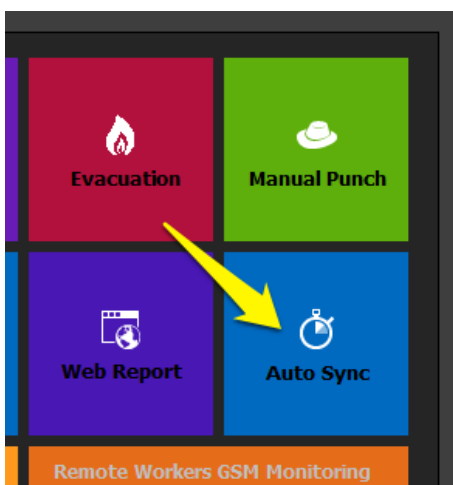
Auto sync

It's possible to have the ClockReportsXE software automatically sync with the Net 2 system at set intervals or certain times of day.

Click the 'Auto Sync' button found on the clock reports home tab page to enable auto sync.

Please refer to the main ClockReportsXE setup user guide for help in configuring auto sync.

Setup is now Complete.