



D200 Desktop & Wall-Mounted

Fingerprint Employee Time Clock

User Guide (V1.0)





Feature

- Unique wall mounted & desktop design, super slim;
- Texas Instruments 32-bit high speed CPU with low power consumption;
- USA BioNANO V10 core fingerprint algorithm with high speed and stability;
- New generation fully sealed, waterproof and dustproof AFOS300 fingerprint sensor; Realtime data transfer and WEB online tracking with Ultimate ClockReports XE Software;
- Clear voice prompts for operations;
- USB Plug & Play connection. No windows driver needed;
- Inbuilt high capacity 1100mAH Lithium battery backup. Ultra-long standby time up to 6 hours;
- Employee authentication methods: ID + password, ID + fingerprint, fingerprint only;
- Fast fingerprint scan in less than 0.5 second;
- 16 different customizable time and attendance status;
- 6-digit work code feature to calculate different job cost;



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Safety Precautions

- Please read it carefully first of all;
- Don't install the terminal under direct light, humid, dusty or sooty environment;
- Don't install the terminal near the magnetic field;
- Don't install the terminal near the calefaction terminal;
- Don't sprinkle any liquid (water, drink, chemistry) on the terminal;
- Always keep the surface of the terminal clean;
- Clear the terminal by towel when there is water on the surface;
- Don't break the terminal;
- Don't press two keys at the same time;
- Don't take down, repair or change the terminal without authorization;
- Don't allow children to touch the terminal;
- This terminal is only used for fingerprint verification, don't use it for other purposes;
- If in doubt, please contact the local distributor;



Glossary

■ Admin Manager

- It is a special user who has the authorizations for setting the terminal system settings and user information. The admin can add or delete the users, and the admin also can change the system settings of the terminal.

■ 1:1 Identification

- If it is 1:1 identification mode, the user has to input the user ID first, then verify the fingerprint or enter the password PIN to make identification.

In this mode, the fingerprint sensor will identify with the one unique user ID, reduces chance of detecting wrong user.

■ 1:N Identification

- Under 1:N mode, the user does not enter any user ID. Just places their fingerprint on the fingerprint sensor.

The terminal will automatically identify this fingerprint by scanning all users inside its database.

■ Fingerprint Enrollment

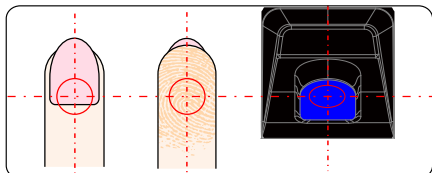
- It is the process to capture the unique number features from the fingerprint sensor and save them inside memory into the terminal. The terminal doesn't store the fingerprint only serial numbers.



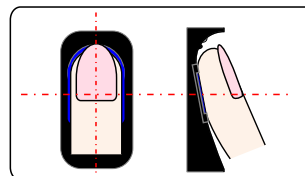
Illustration for placing fingerprint

- **Correct method:**

Straighten finger and place it flat on the sensor, and make the fingerprint cover all the sensor area.

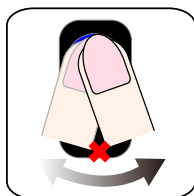


Place finger in the center of the sensor.

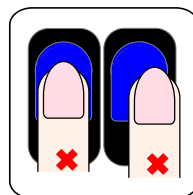


Place finger flat and smoothly on the sensor.

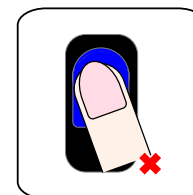
- **Incorrect method:**



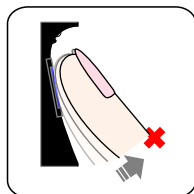
Move finger before the backlight of sensor is off.



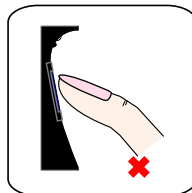
Place finger away from the center of the sensor.



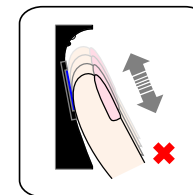
Skew finger.



Take off finger during the process of fingerprint verification.



Use fingertip.



Slide finger during the process of fingerprint verification.



Packing List



D200 Fingerprint Employee Time Clock



USB Cable (1.2 meters)



USB Power Adapter



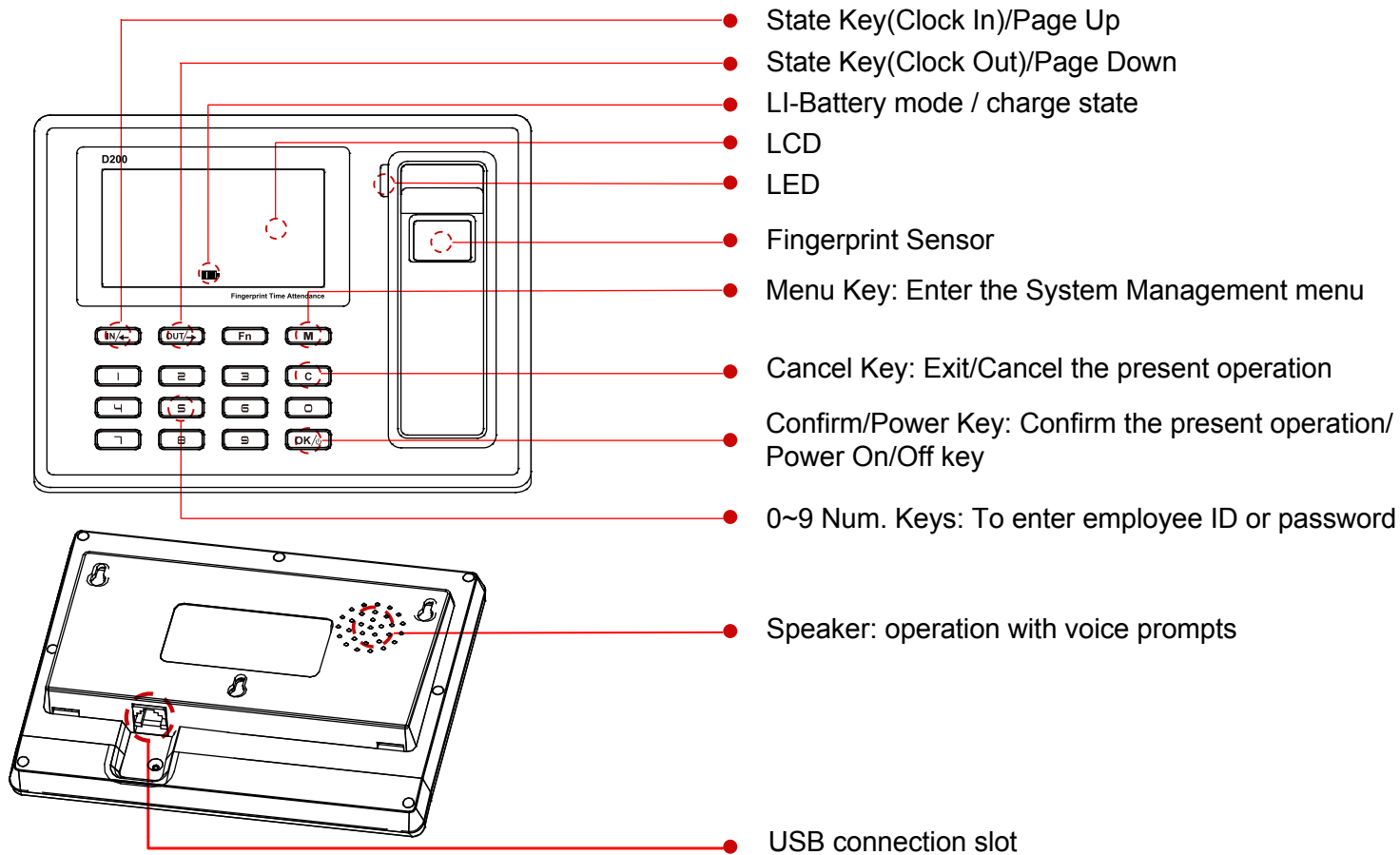
ClockReports Software CD



Quick Guide



Appearance





For Admin Manager——Basic Functions



Manage users' information.
Main functions:
Enroll users, delete users,
add/delete admin and so on.

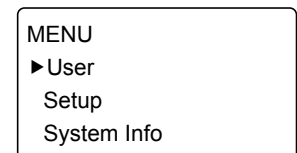
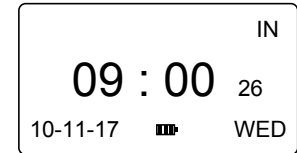


System Menu

- Please press [M] to enter system management menu under initial state.
 - Since anyone can enter the terminal's management menu under initial state by pressing [M], we suggest you set the admin shortly after installation of the terminal.
 - The method of registering admin is the same for common employees. Please refer to "User Enrollment" and "Admin Setup" instructions.

- Verify the admin to enter the system management menu.
 - There are two ways to verify admin:
 1. Fingerprint verification: Let the person who is expected to be the admin place his/her finger on the sensor to verify.
 2. Password verification: Enter the admin's ID and password, press [OK] to confirm. Enter the system management menu after the admin verification is successful.

- If the admin verification is OK, it will enter the system management menu.

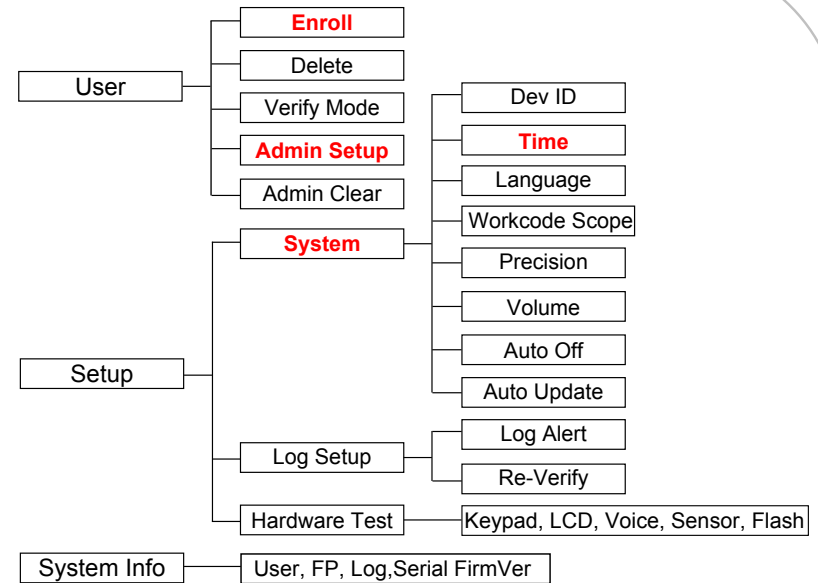




System Menu

Menu list:

- **User:** for example: [Enroll], [Delete], [Verify Mode], [Admin Setup], [Admin Clear].
- **Setup:** [System], [Log Setup] and [Hardware Test].
[System] includes: system time, language, network parameter, fingerprint verification precision, system voice volume, dormancy time and so on.
[Log Setup] includes: clock in/out records storage alarm and fingerprint repeat clock in/out time period
[Hardware Test] includes: keypad, LCD, voice, fingerprint sensor, flash test.
- **System info:** Show existing users amount, fingerprints amount, records amount, firmware version.



- Press [IN/←] or [OUT/→] to select a corresponding submenu and press [OK] to confirm.
- Enter submenu, press [IN/←] or [OUT/→] to select different options for setup.
 - After setup, press [C] turn to save submenu. Press [OK] to save, or press [C] to cancel, and either of the operation will return to the previous menu.
- Press [C] to exit the system management menu.
 - To ensure safety, the system management menu will automatically return to the default menu if no operations in a certain period

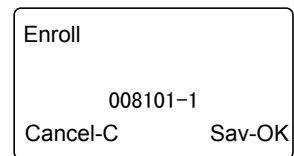
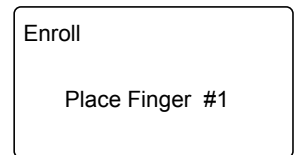
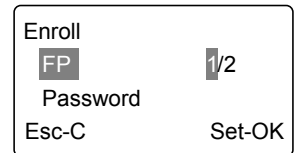
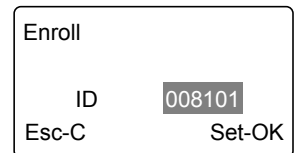
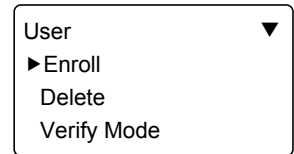


User--Enroll (Fingerprint)

- Enter the system management menu. Select [User]-[Enroll]. Press [OK] to enter the enroll menu. Enter employee's ID and press [OK] to register user.
 - Press [OUT/→] to select [Finger 1] or [Finger 2]. Press [OK] to start fingerprint enrollment. Press [OK] to save and return to the enroll menu.

- Place finger on the sensor correctly. Please refer to <The way to enroll a fingerprint>.
 - You need to enroll one fingerprint twice. Please enroll fingerprints according to LCD prompt.
 - If the second fingerprint enrolled is different from the first one, or the way you place finger is incorrect, it will prompt "Please try again".
 - If the fingerprint is existed, it will prompt "Fingerprint repeated". Please enroll another fingerprint.

- You can continue to enroll employees one by one. Or press [C] to exit.





User--Enroll (Psssword)

- Enter [Menu], select [User] and press [OK] to [Enroll] interface. Input user's ID and press [OK] to register user.
 - Press [OUT/→] to select [Password], and press [OK] to enroll.
 - Input password(1 to 6 numbers) and press [OK] to confirm.
 - Input password again,and press [OK] to confirm.
 - Press [OK] to save password.
- Press [C] to exit to [Enroll] interface to continue, or press [C] to back to defult interface.

Enroll

ID 008101

Esc-C Set-OK

Enroll

FP 1/2

Password

Esc-C Set-OK

Pass Enroll

PWDID *****

Esc-C Set-OK

Pass Enroll

PWDID *****

Confm *****

Pass Enroll

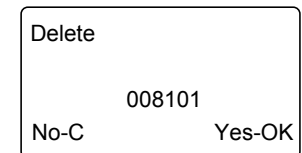
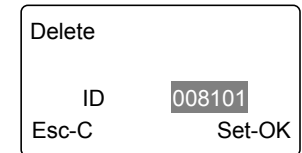
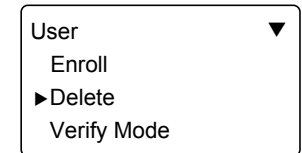
008101-P

Cancel-C Sav-OK



User--Delete

- When employees resign, we need delete the employee's information in the terminal. Enter the management menu. Select [User]-[Delete] press [OK].
 - Enter the employee's ID and press [OK], the system will prompt again whether to delete, press [OK] again to confirm delete the employee information.
 - Continue to delete other employees after deleting successfully, or press [C] to back to the default interface.
- Notice: Please caution with the action. All deleted information including employee's fingerprint, password, attendance records can not be recovered.
 - If deleted by mistake, please connect with the PC and upload the employee information which has been backedup before to recover the employee information.





User--Verify Mode

- Enter the management menu. Select [User]-[Verify Mode] press [OK] to enter the setting interface.
 - Press [OUT/→] to select employee or press [OK] to input user ID.
 - Press [OK] to enter setting interface.
 - Set employee's verify mode through [OUT/→], there are three modes: [ANY], [PW+FP] and [ID+FP].
 - Then press [OK] to save this setting.

User ▼
Enroll
Delete
▶Verify Mode

Verify Mode ▼
Esc-C
Set-OK

Verify Mode
ID 008101
Esc-C Set-OK

Verify Mode
008101 PW+FP
Yes-OK

Verify Mode
008101 PW+FP
Cancel-C Sav-OK



User--Admin Setup

- In the management interface, select [User]-[Admin Setup] press [OK].
 - Press [OK] to enter the admin user ID and press [OK] to confirm, the system will prompt whether to set user as admin. Press [OK] to confirm and press [C] to cancel.
- It asks for the admin verification before entering the system management menu if you set a admin in the terminal.

Admin Setup

Esc-C Add-OK

Admin Setup

ID

Admin Setup

008101

No-C Yes-OK

Admin Setup

▶ ID 008101

Esc-C Add-OK



User--Admin Clear

- In the management interface, select [User]-[Admin Clear] press [OK].
 - Press [OUT/→] to select the admin ID press [OK] to confirm.
 - The admin ID will be showed on the LCD press [OK] to confirm.
 - The system prompt whether delete the admin. Press [OK] to confirm deletion. Press [C] to cancel.
- Notice: In the admin delete interface, press [OK] to enter the user ID interface directly, then enter the ID to delete admin.

```
Admin Clear
ID          008101
▶ID        008102
Esc-C      Clr-OK
```

```
Admin Clear

ID          008102
```

```
Admin Clear

          008102
No-C      Yes-OK
```

```
Admin Clear
▶ID        008101
Esc-C      Clr-OK
```



For Admin Manager - Advanced Functions



Set the terminal parameters,
includes:
System Setting, Record Setting
Hardware Test and so on



Setup--System

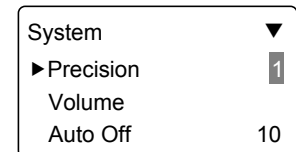
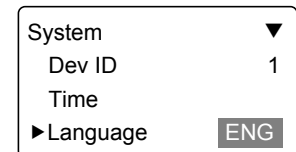
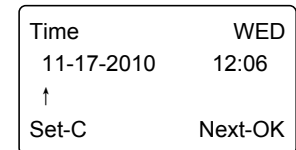
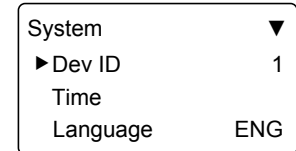
- In the management interface, select [Setup]-[System], then press [OK] to enter the sub-menu.

Dev ID • Set device ID , Digital number range 1-254 ,default number is 1 .

- Time**
- Set system time, time format displays as "YY-MM-DD H:M".
 - Select [Time], then press [OK].
 - Press [OK] to change the date and time one by one.
 - Press [C] to enter save interface and press [OK] to confirm.

- Language**
- Set language.
 - Select [Language], then press [OK]. Press [IN/←] or [OUT/→] to select the language, then press [OK].
 - Press [C] to enter save interface and press [OK] to confirm.

- Precision**
- Set terminal fingerprint comparison precision.
 - 0-[Low], 1-[Normal], 2-[High].
 - Select [Precision], then press [OK]. Press [IN/←] or [OUT/→] to set the precision value and press [OK].
 - Press [C] to enter save interface and press [OK] to confirm.





Setup--System

Volume

- Set the terminal voice volume. 0-[mute], 5-[Max].
- Select [Volume], then press [OK]. Press [IN/←] or [OUT/→] to set the volume value and press [OK] to confirm.
- Press [C] to enter save interface and press [OK] to confirm.

Auto Off

- Set the time duration from the last operation to the dormant state.
- No-[Not Off], 250-[Max Time].
- Select [Auto Off], then press [OK]. Press [IN/←] or [OUT/→] to set [NO] or auto off time and press [OK] to confirm.
- Press [C] to enter save interface and press [OK] to confirm.

Auto Update

- Auto update means the previous lower quality fingerprint template will be automatically replaced by the new higher quality one during fingerprint verification.
- Select [Auto Update], then press [OK]. Press [IN/←] or [OUT/→] to select [Yes] or [NO] and press [OK] to confirm.
- Press [C] to enter save interface and press [OK] to confirm.

System	▼
Precision	0
▶ Volume	5
Auto Off	10

System	▼
Precision	0
Volume	5
▶ Auto Off	10

System	▼
▶ Auto Update	NO



Setup--Log Setup

- In the management interface, select [Setup]-[Log Setup], then press [OK] to enter the sub-menu.

Log Alert

- The terminal will alarm when the memory capacity is less than the [Log Alert] value.
- [No]-Not alarm, Max. value 5,000.
- Select [Log Alert], then press [OK]. Press [IN/←] or [OUT/→] to set [NO] or input the warning records value and press [OK] to confirm.
- Press [C] to enter save interface and press [OK] to confirm.

Re-Verify

- Set a period during which time the system only save the first successful record and do not save the repeated records.
- [No]: Disable the function; Max. value is 250 min.
- Select [Re-Verify], then press [OK]. Press [IN/←] or [OUT/→] to set [NO] or enter the value and press [OK] to confirm.
- Press [C] to enter save interface and press [OK] to confirm.

Log Setup	
▶Log Alert	1000
Re-Verify	NO

Log Setup	
▶Log Alert	3000
Re-Verify	NO

Log Setup	
Log Alert	3000
▶Re-Verify	NO

Setup	
Save?	
No-C	Yes-OK



Setup--Hardware Test

- In the management interface, select [Setup]-[Hardware Test] and press [OK] to test Keypad, LCD, Voice, Sensor and Flash.

Keypad

- Test the keypad.
- Select [Keypad] and press [OK].
- Press any key on the keypad. If LCD shows the same, the keypad is good.

LCD

- Test the LCD.
- Select [LCD] and press [OK].
- Press [OK] to start test.

Voice

- Test the terminal voice.
- Select [Voice] and press [OK].
- Terminal auto tests 1-17 voices.

Sensor

- Test the sensor's luminance.
- Select [Sensor] and press [OK].
- The luminance value will be changed according to the environment.

```
Hardware Test ▼
► Keypad
  LCD
  Voice
```

```
Keypad
  Current Key
    3
Esc-C
```

```
████████████████████
Esc-C                Next-OK
```

```
Voice
  Section 01-17
Esc-C
```

```
Sensor
  LUM 167
Esc-C
```



Setup--Hardware Test

Flash

- Test the terminal flash memory - Not to be used unless instructed to
- by authorised support technician.
- Select [Flash] and press [OK] .
WARNING: This test will DELETE ALL DATA in the flash memory
- and then check it.
Please backup the data before this operation!

Step 1

Erase All Data
Continue?

Esc-C

Yes-OK

Step 2

Check... 100%

Flash

Flash OK!

Esc-C



System Info

- In the management interface, select [System Info] and press [OK] to check the terminal information.

User • Registered user number. Maximum 2,000 users.

FP • Registered fingerprint number. Maximum 2,000 fingerprints.
• Press [OK] to view the number of users who registered a password.

Log • The time attendance logs. Maximum 50,000 records.

FirmVer • The firmware version.

- Press [C] back to the management interface.

```
MENU
  User
  Setup
  ▶ System Info
```

```
System Info ▼
▶ User      2000
  FP       2000
  Log     50000
```

```
System Info ▼
  User      1000
▶ Password  500
  Log     15000
```

```
System Info ▲
▶ FirmVer   b1.15.00
```




Clock  *Reports*

Technical support

WEBSITE : www.clockreports.com