

USER MANUAL FOR "ANDROMEDA PRO" SOFTWARE

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Andromeda pro is a software for

- working time
- cash register
- vending machine + warehouse
- billing and print
- camera register
- e-map (electronic card)
- and etc.



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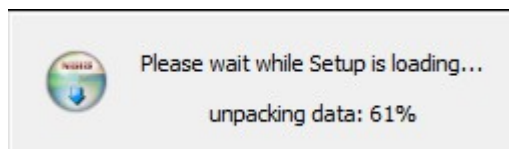
13. Sound notification

14. Automatic sending of events

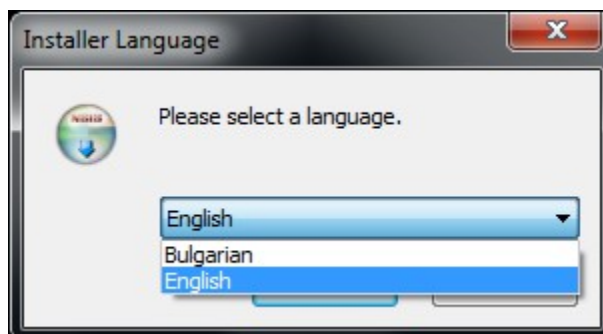
15. Vending setup

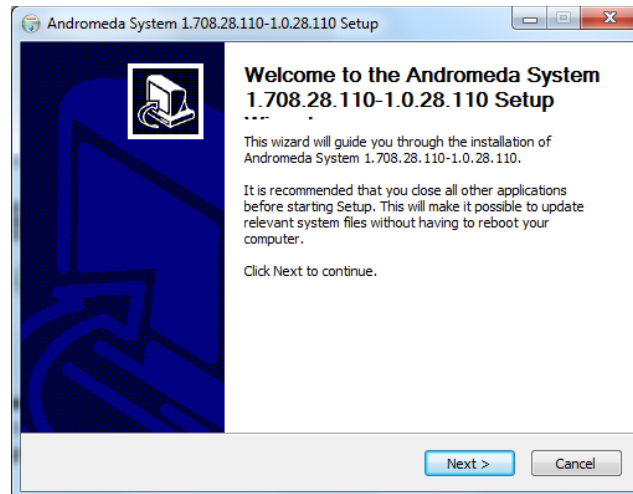
1. Installation

Double click the file „AndromedaSetup-v1.xxx.xx.xxx-1.x.xx.xxx.exe” then choose **Run**. Wait until data is unpacking.

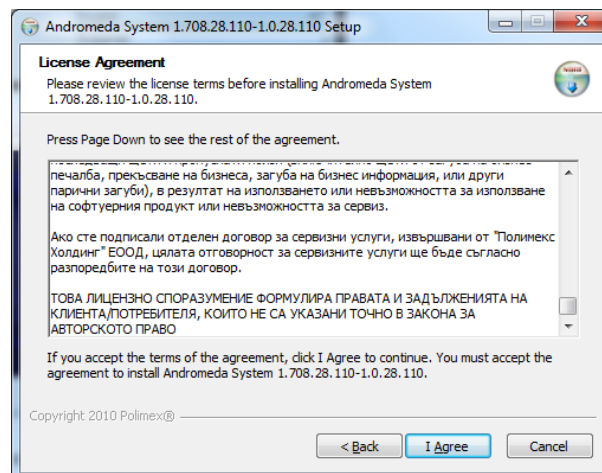


Select preferred language during the installation and click **OK**.

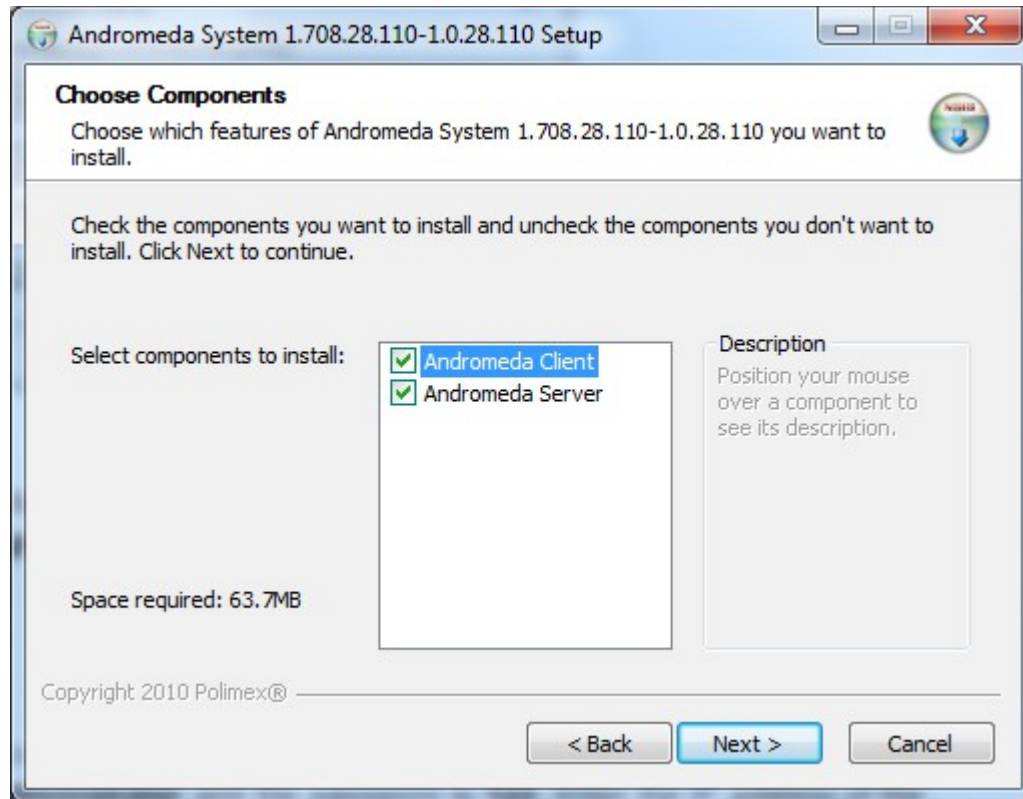




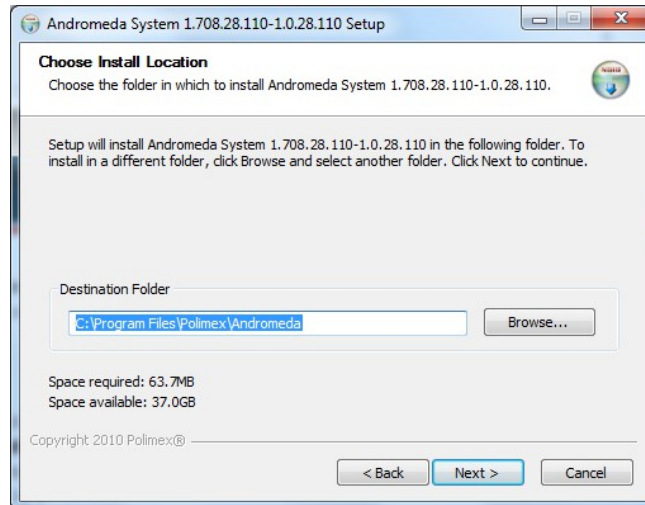
Please read License agreement and confirm if you agree.



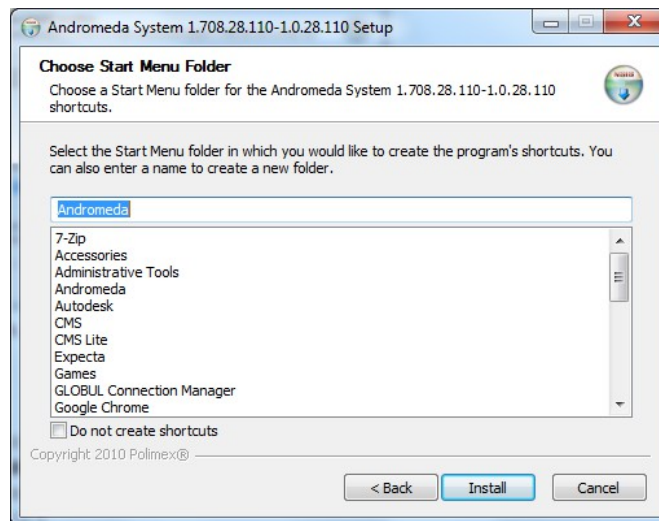
In the next step choose to install - Andromeda server, client or both. If you have already installed Andromeda server on other computer this time install Client only as a second work station.



Then select **next**. Choose path for the installation, default is **C:\Program Files\Polimex\Andromeda** and then **next**.



Choose a start menu folder.



Wait while program is being installed . When it is ready select **finish**.

2. Start up



Andromeda
Client
SECURITY
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Double click on the Andromeda client icon . Then you will see log in window. By default the username is **Administrator** and the password is **123**. Enter the IP address of

Head Office: Sofia, 1309, Bulgaria 128 A Dimitar Petkov Blvd Phone: +359 2 9208666
Regional Office: Varna 9010, Bulgaria 9 Dr. Anastasia Zhelyazkova str. Phone: +359 52 900 099

the computer with Andromeda service and select OK. If service and client are on the same PC fill in local address 127.0.0.1



ANDROMEDA

User Name:
Administrator

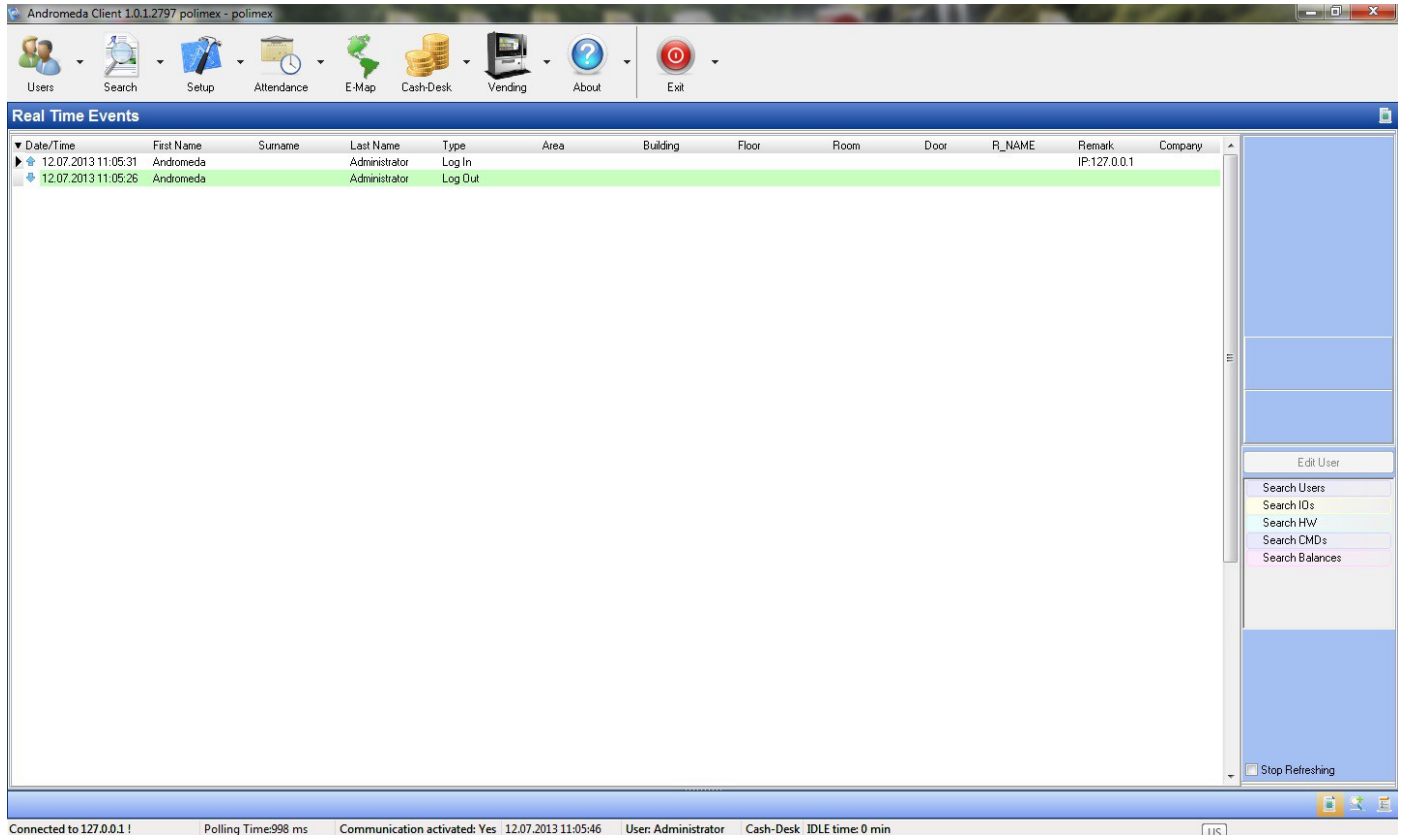
Password:
...

Server: 127.0.0.1

Language: English

Software Andromeda Pro (package contains server and client) is paid, but it has 15 days trial period, in which you can test all functions. After these 15 days you wont have connection with the main service. Contact with Polimex Holdings office and get your license code. This code is connected with the hardware of your computer so don't try to install the software on another computer with the same code.

The first start up screen is shown on the picture below. From here you have access to all the options and menus, online events, settings, reports and so on.



3. Settings

System setting must be done exactly as shown in the instruction. This will guarantee your success.

3.1. Setting the connected devices (Hardware manager)

Choose **Hardware manager** from **Setup** menu , where you have to create your communication ports (**Serial communications** or **Internal TCP/IP Modules**). When you are ready with the communication port you have to select it with the right button of your mouse and add controllers to this port.

Andromeda Client 1.0.1.2797 Polimex Holding - Office

Users Search Setup Attendance E-Map Cash-Desk Vending About Exit

Real Time Events

Date/Time	Type	Floor	Ro
05.06.2013 11:20:38	Log In		
05.06.2013 10:28:43	Log Out		
05.06.2013 10:14:30	Log In		
05.06.2013 10:14:20	Log Out		
05.06.2013 10:14:11	Log In		
05.06.2013 09:41:23	Vending Finish		
05.06.2013 09:41:17	Vending Balance Request		
05.06.2013 09:39:41	Vending Finish		
05.06.2013 09:39:36	Vending Balance Request		
05.06.2013 09:38:44	Vending Finish		
05.06.2013 09:38:37	Vending Balance Request		
05.06.2013 09:38:09	Vending Balance Request		
05.06.2013 09:04:15	Vending Finish		
05.06.2013 09:04:07	Vending Balance Request		
05.06.2013 08:59:26	Access Granted	Приземен етаж	Ск
05.06.2013 08:51:37	Vending Finish		
05.06.2013 08:51:30	Vending Balance Request		
05.06.2013 08:50:01	Vending Finish		
05.06.2013 08:49:55	Vending Balance Request		

- Hardware Manager
- Building Manager
- Access Groups
- Organizations Manager
- User Types
- Start Communication
- Stop Communication
- Client Options
- Server Options
- Vending Setup
- Products Setup
- Tray Setup
- Warehouse Setup
- Receipt Setup
- Show/Hide Keyboard Ctrl+K

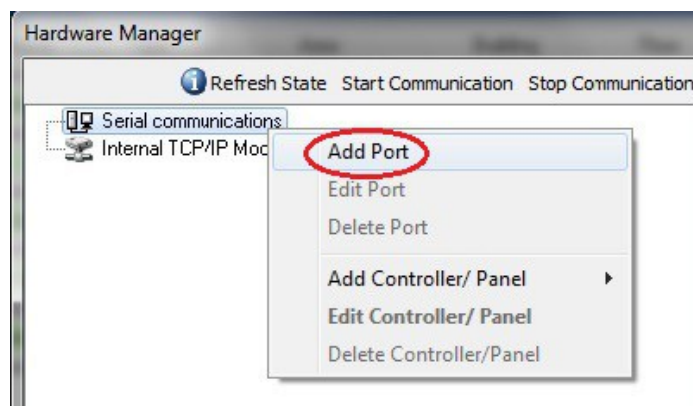
Hardware Manager

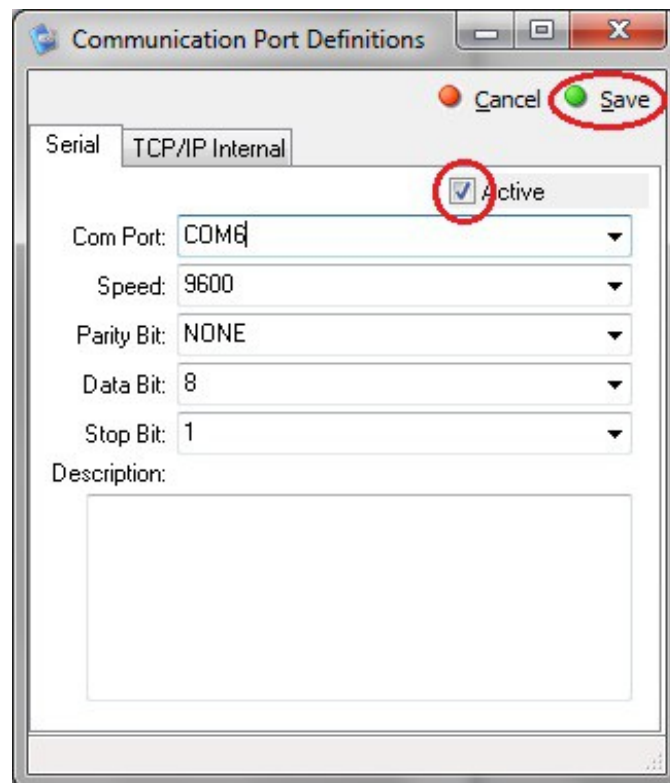
Refresh State Start Communication Stop Communication Autodetect Ethernet devices Cancel OK

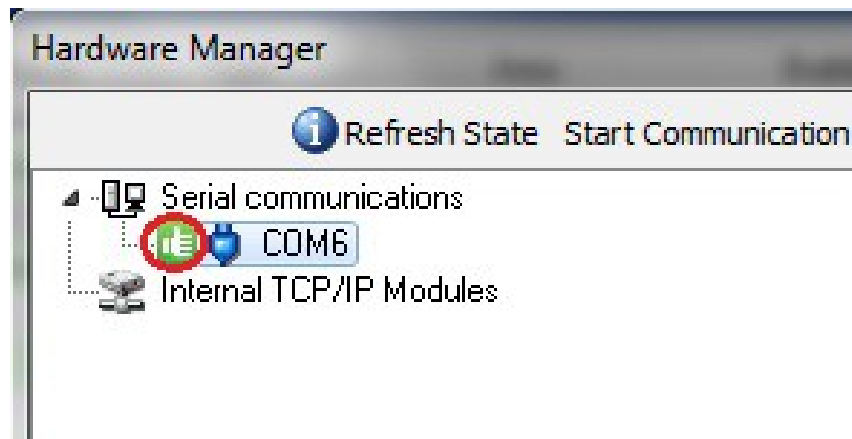
- Serial communications
- Internal TCP/IP Modules

3.1.1. Creating serial communication

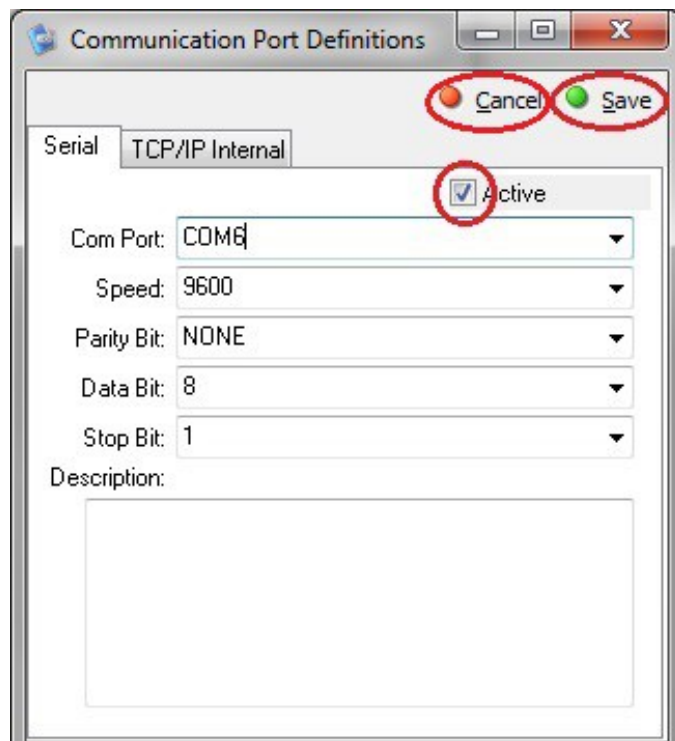
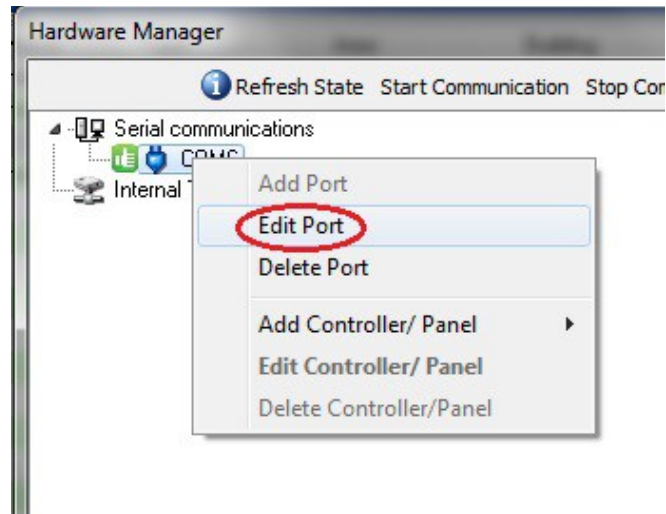
Select with right button of your mouse **Serial communications - Add port**. In the new window as shown below select which com port you will explore. Other data must be as in the picture. **Active** must be selected if you want to use this serial port. When you are ready select **Save**.





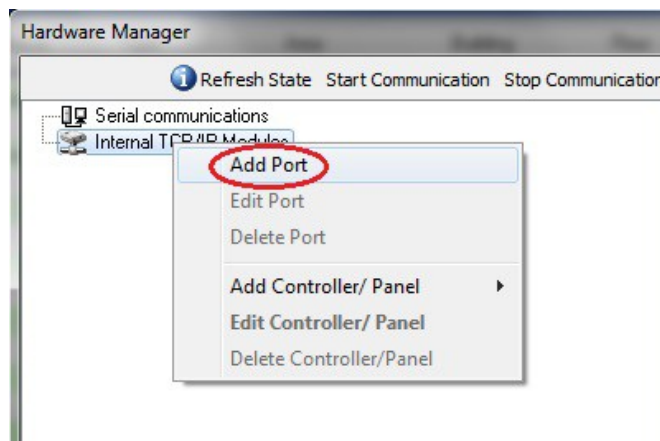


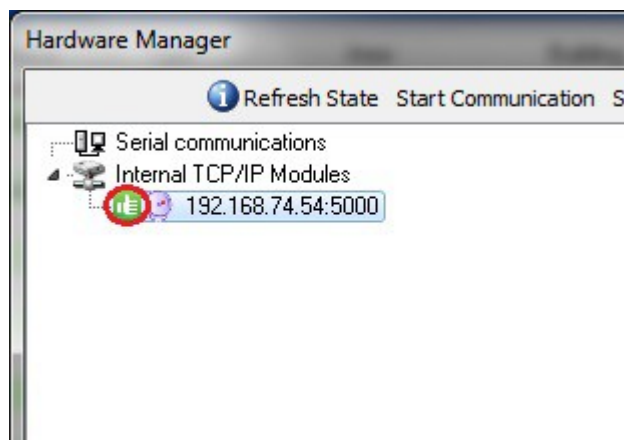
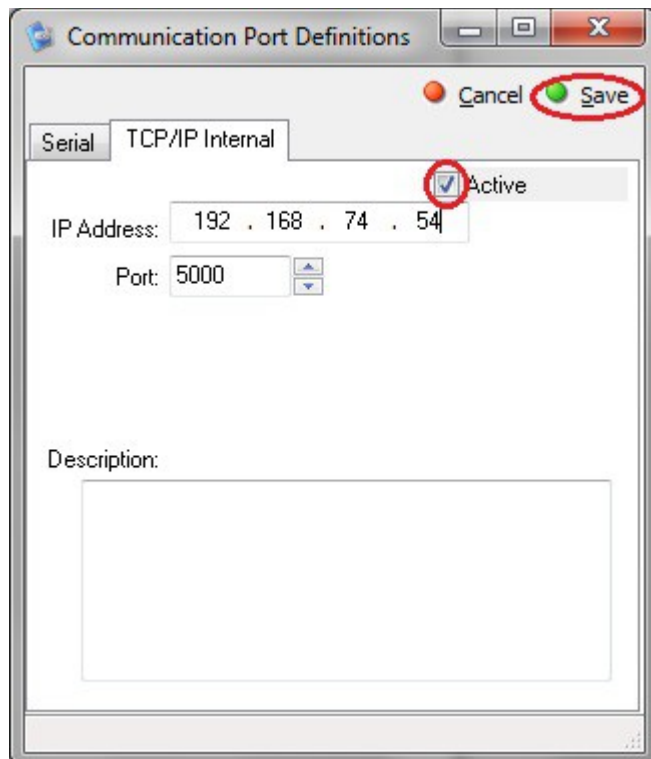
If you want to change settings of already created port, select with right button **Edit port**. Change your settings and **Save** it. If you don't want to keep the changes select **Cancel**.



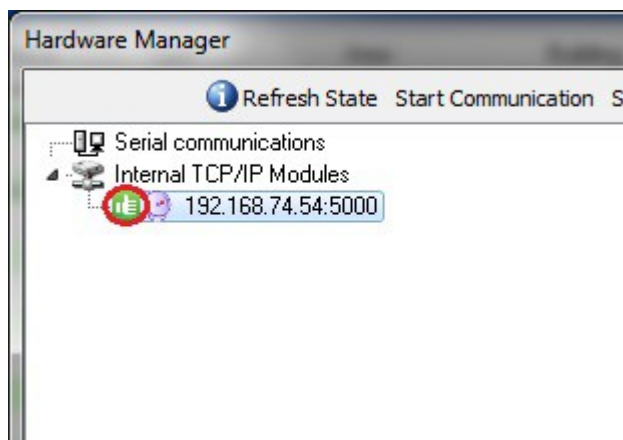
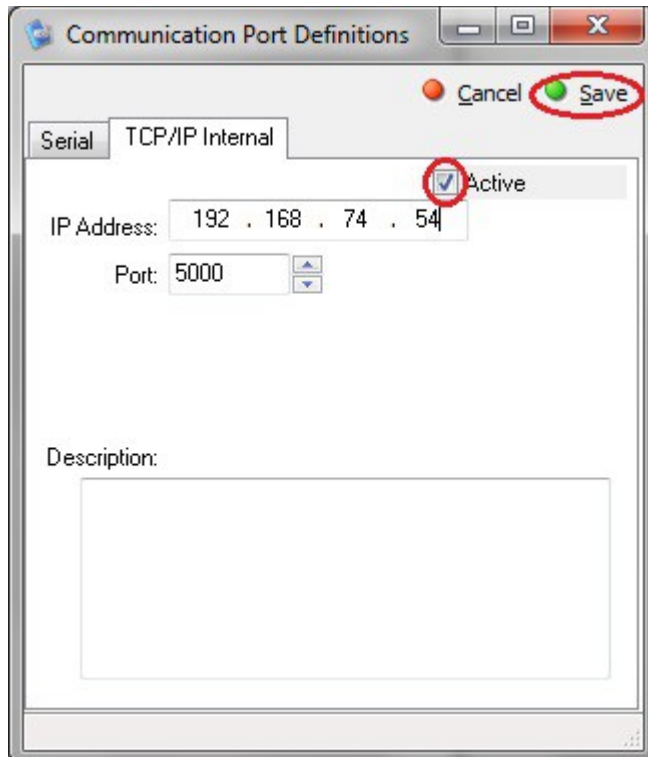
3.1.2. Creating TCP/IP communication port (Internal TCP/IP Modules)

Select **Internal TCP/IP Modules** with right button and then - **Add port**. Enter your IP address in the new window. The Port must be 5000 so leave it by default. Select **Active** and **Save** your settings when you are ready.

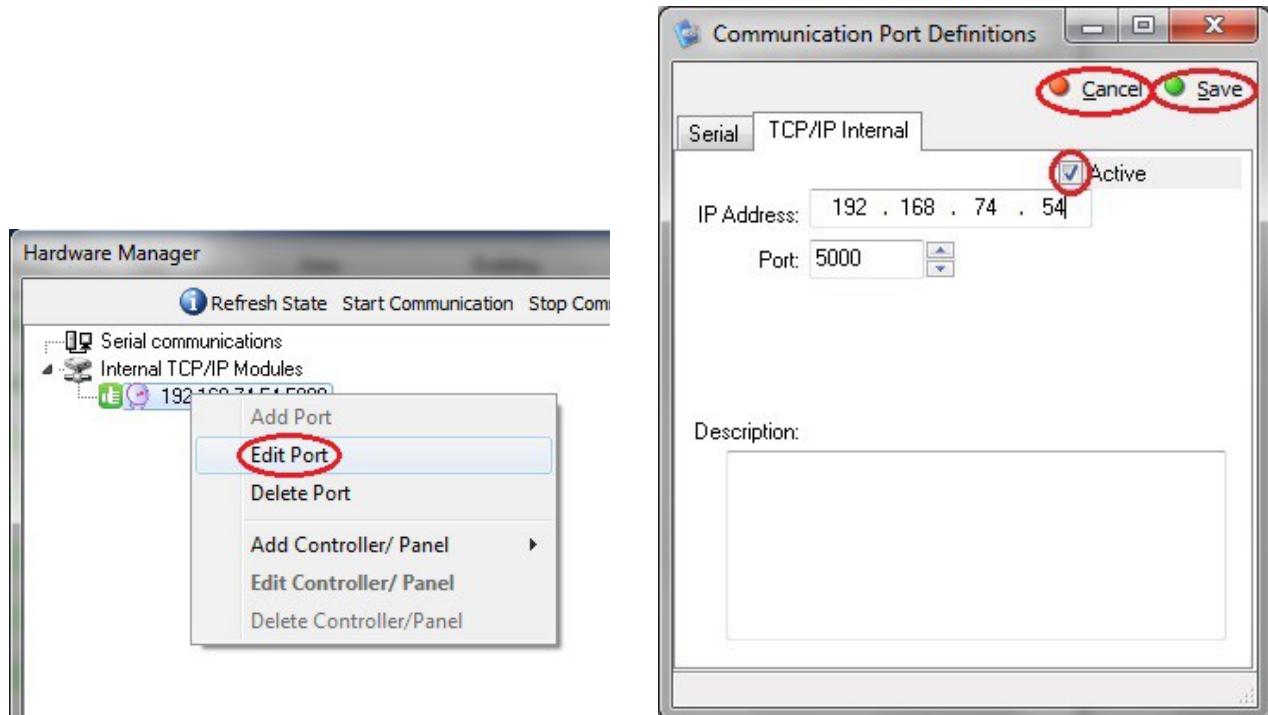




If you want to edit port select it with right button, set it and then save your settings.

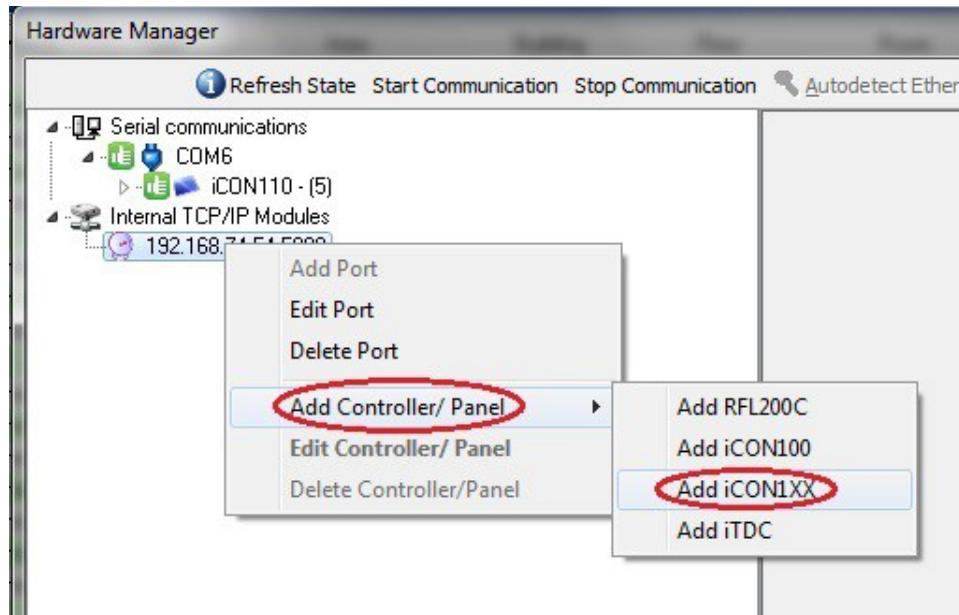


If you want to edit port select it with right button, set it and then save your settings.

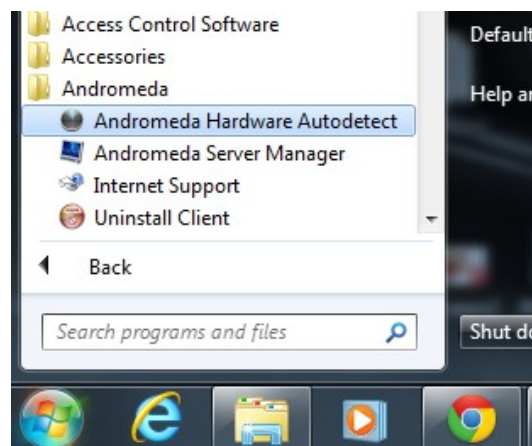


3.1.3. Adding controllers in TCP/IP port (Internal TCP/IP Modules) and Serial

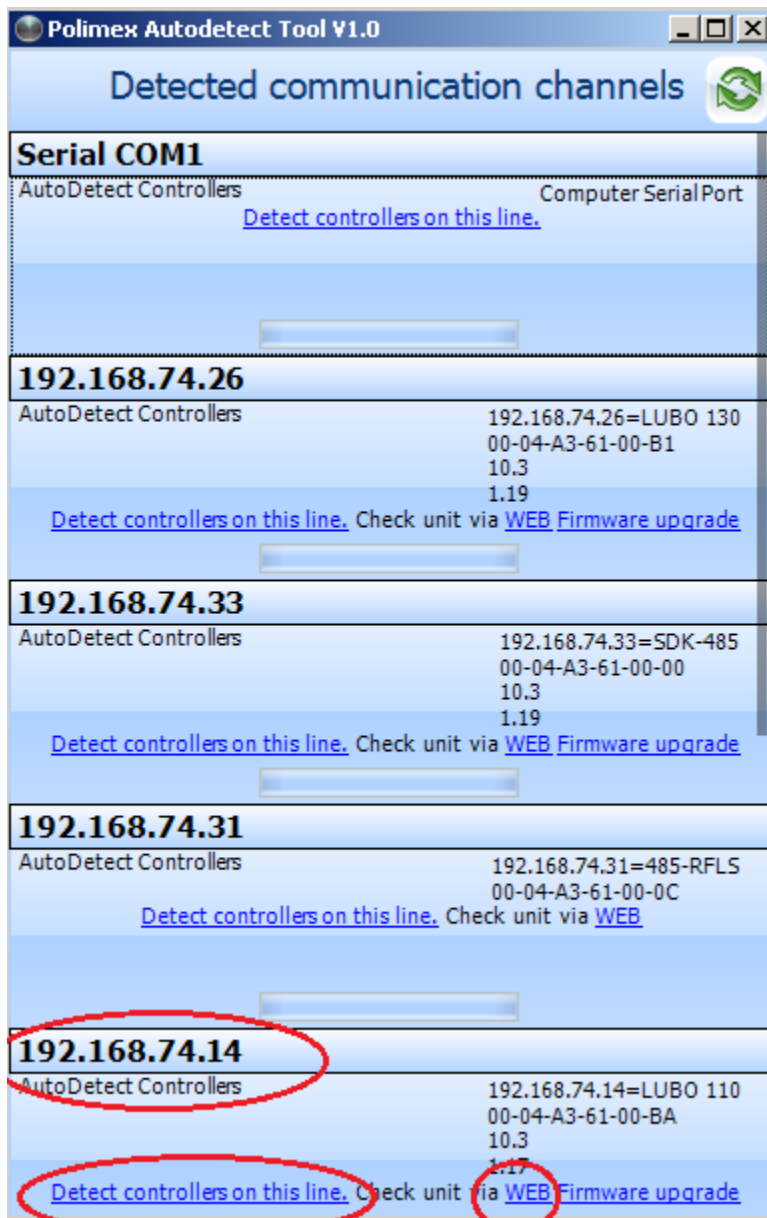
Select your communication port with right button and then **Add Controller/ Panel – Add iCON1XX**.



Enter the controllers address. Usually you can see the ID on a sticker at the bottom of the plate. Or else you can use auto search tool (Andromeda Hardware Autodetect) to discover all controllers connected to this serial or TCP port.



Select Andromeda Autodetect. A new window will open with all your active connections - com ports and IP ports. By default the controllers with LAN communication interface are set to DHCP. So you can view its automatic address from your router or from autodetect tool. If you want to change network settings open a web browser or select WEB in the search tool and setting page will open.



ИЗИСКВА СЕ УДОСТОВЕРЯВАНЕ НА САМОЛИЧНОСТТА

Изискват се потребителско име и парола за сървъра http://192.168.74.14:80. Той казва: Protected.

Потребителско име:

Парола:

Ако виждате тази страница, Вашият конвертор вече работи успешно.

Това устройство се използва като конвертор на всякакви устройства работещи с RS485 комуникация към Ethernet. Основните характеристики на конвертора са:

Напрежение	12V DC
Портове	4 порта RS-485
Режим на работа	LAN към RS-485
Превключване на режими	Автоматично
Светлинен индикатор	LED индикатор
Гаранция(Години)	2
Софтуер	Не

SDK Version: 1.17, SDK Hardware: 10.3, Stack Version: 5.42.04
Bridge Port: 5000, Serial Number: 240105

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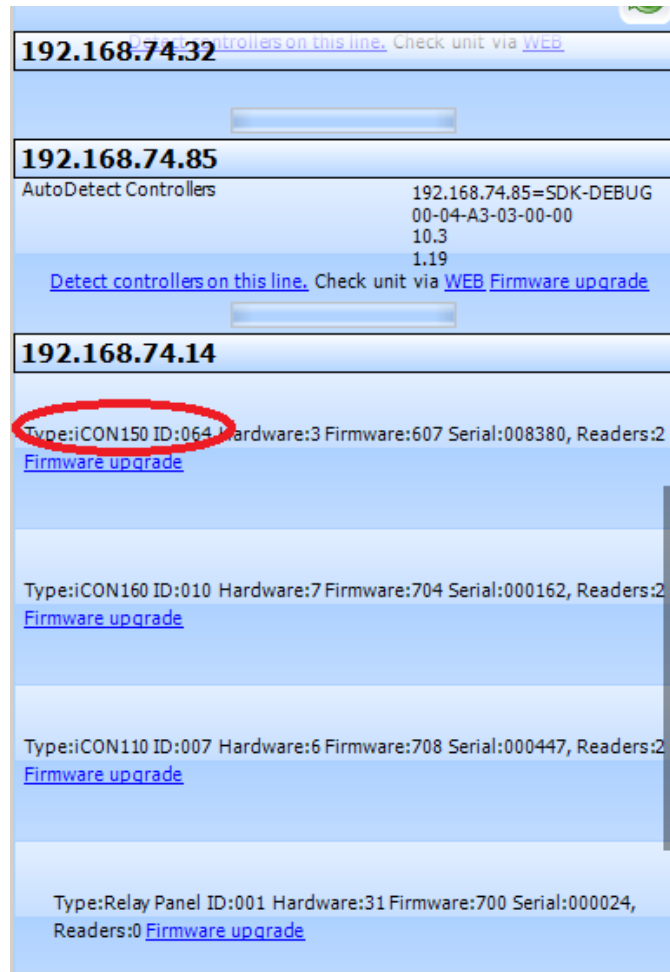
After you select device settings you have to enter username and password. By default fill in admin without password. Here you have the ability to turn DHCP function off and enter your static settings.

MAC Address:	<input type="text" value="00:04:A3:61:00:BA"/>
Host Name:	<input type="text" value="LUBO 110"/>
	<input checked="" type="checkbox"/> Enable DHCP
IP Address:	<input type="text" value="192.168.74.14"/>
Gateway:	<input type="text" value="192.168.74.254"/>
Subnet Mask:	<input type="text" value="255.255.255.0"/>
Primary DNS:	<input type="text" value="192.168.74.254"/>
Secondary DNS:	<input type="text" value="0.0.0.0"/>
	<input type="button" value="Save Config"/>

If you don't know your controllers ID number use the **Detect controllers on this line** function. This will start an automatic scan which will finish like on the picture shown below.

User Name:	<input type="text"/>
Old password:	<input type="text"/>
New password:	<input type="text"/>
New password:	<input type="text"/>
	<input type="button" value="Change Password"/>

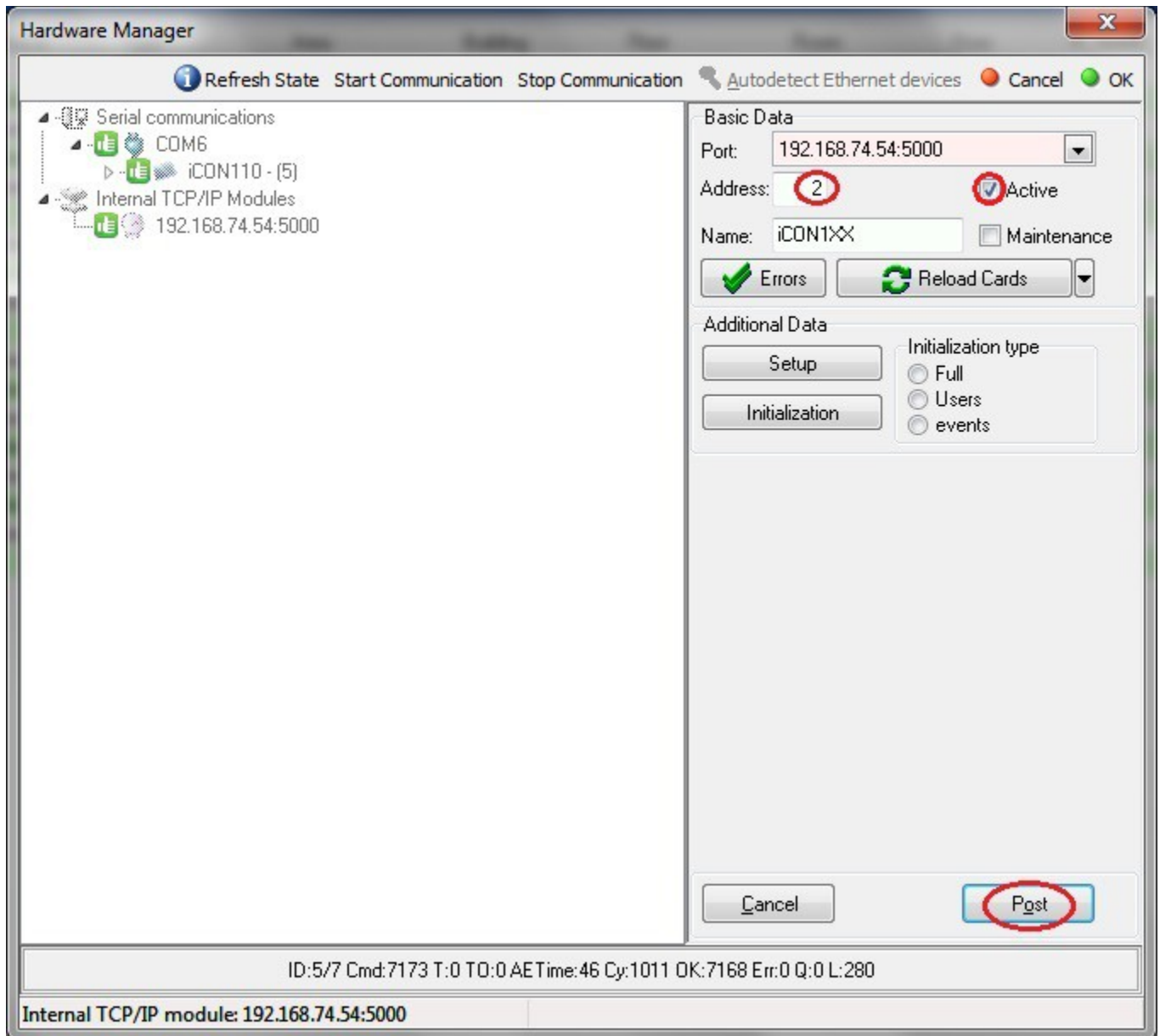
You have the ability to change default username and password in the same page where you set the IP address of the TCP/IP module.

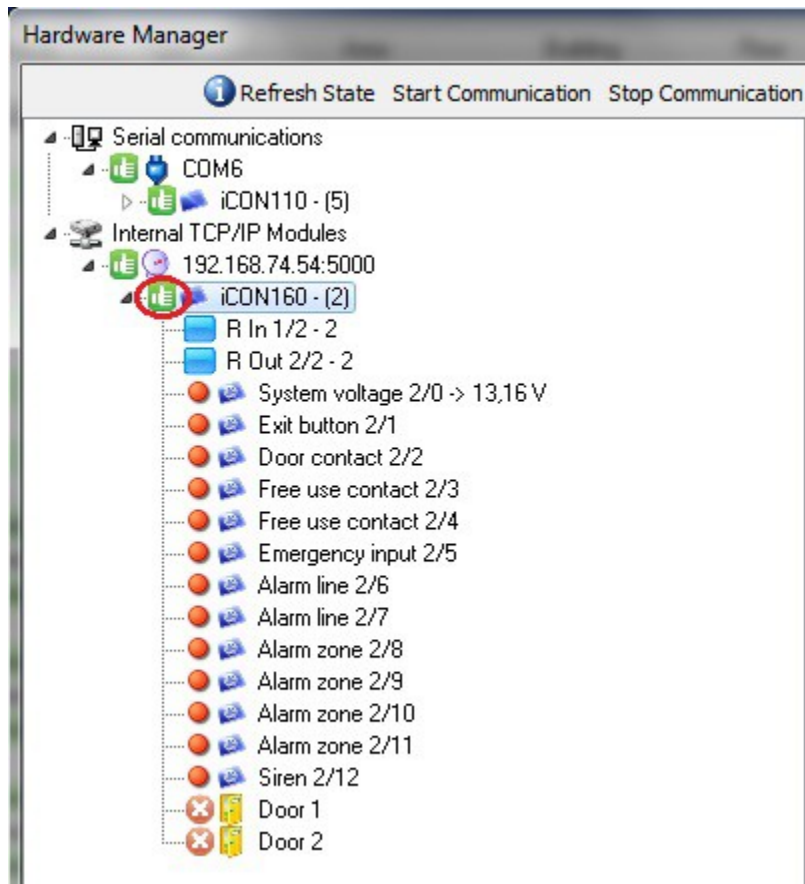


As you can see the program finds all controllers connected properly on this line. Also it shows you the type of the device, its ID , firmware..... Write somewhere these ID numbers and after this add them to the communication port in Andromeda Pro. Same is when you are scanning serial port.

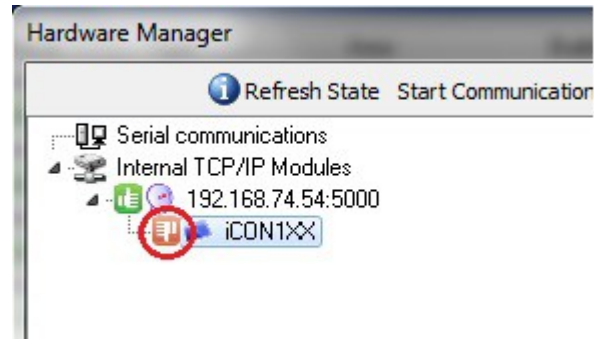
When you are entering controller settings in Andromeda make sure active is marked and when you are ready select **Post** to save your settings. Wait for a while and if everything is properly connected the controllers will be recognized from the software. Communication status will be in green which means that connection succeeded. If some controller is in red it means that you have a problem, maybe with the wiring of the controller.

When you select a controller it shows its all inputs and outputs and system voltage as shown in the picture below.





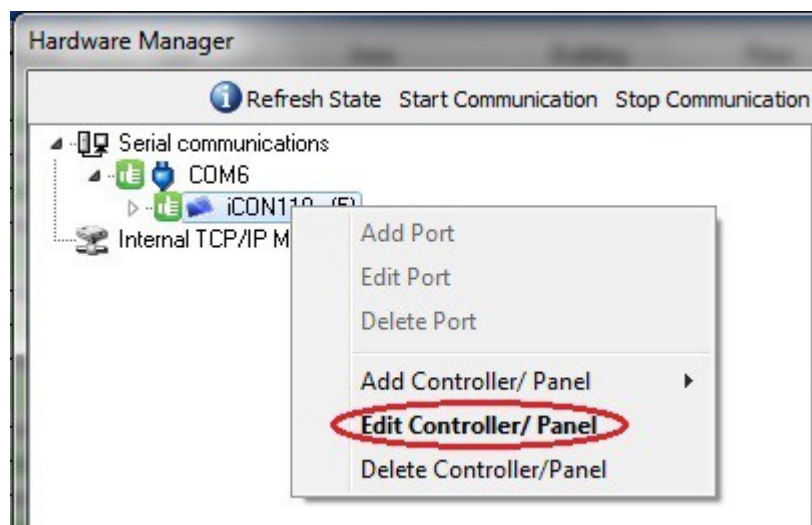
Here you can see that controller iCON 1XX is not recognized and is has no communication with the software.

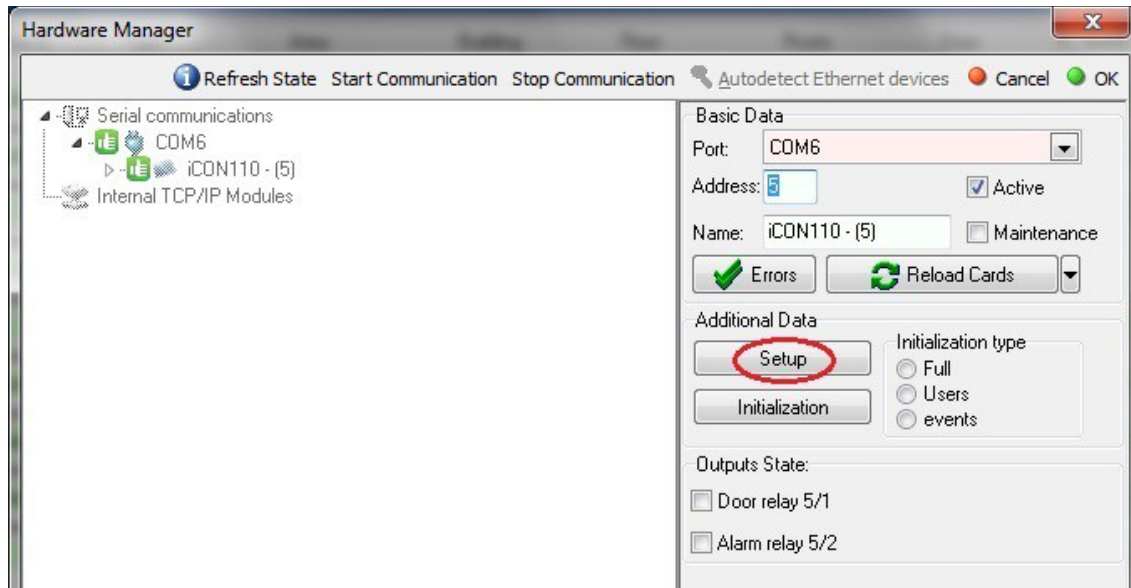


When adding a controller to the serial port you have to do the same things.

3.1.4. Setting the controller

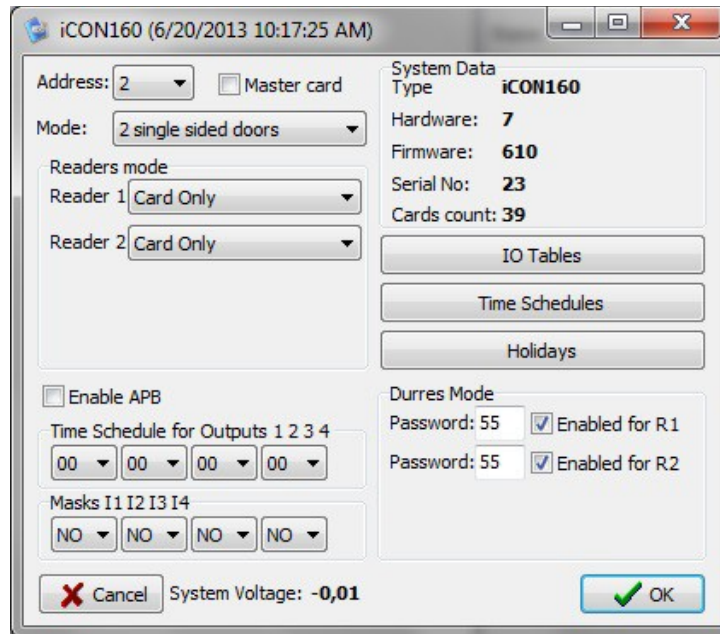
Select one of the controllers with the right button and then **Edit controller/ Panel**. Choose button **Setup** and new window will pop up.





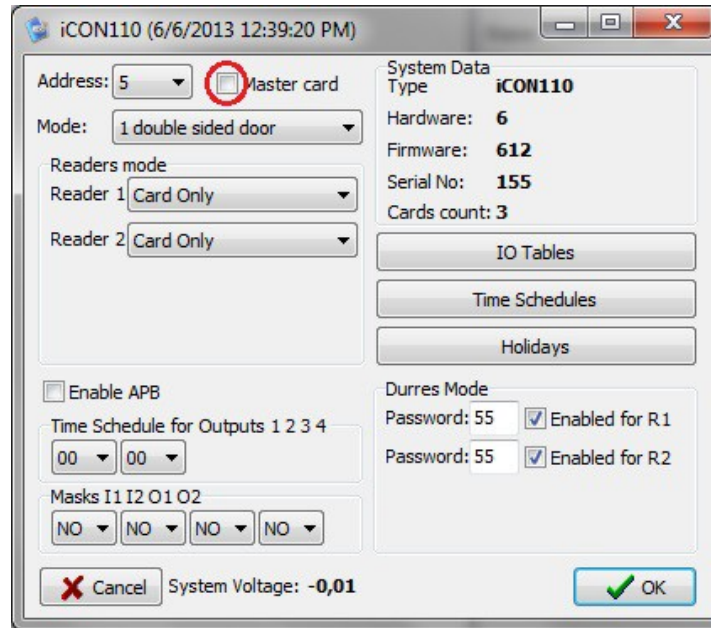
In controller set up you have the following options :

- Master card – activate or deactivate
- Change controllers ID
- Controllers mode – on, two, four doors – it depends from the model
- Readers mode
- IO tables setup
- Antipassback - activate or deactivate
- Set Time Schedules
- Holiday set up
- Durres mode
- Set output mask
- Set time schedule for the outputs



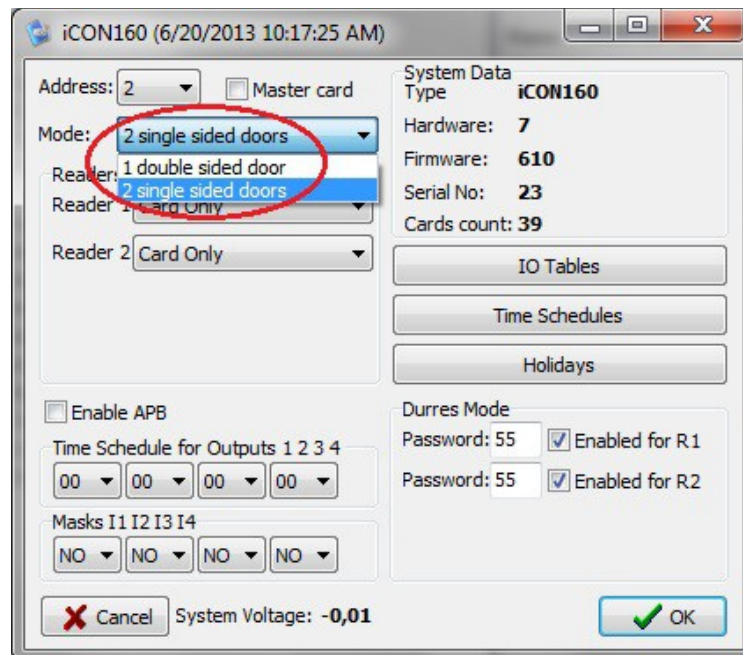
3.1.5. Master card mode

When the controller communicates with the software you don't need Master card mode. Adding and deleting cards is done through the software. If you don't want to use a software select master card and then first registered card will be Master.

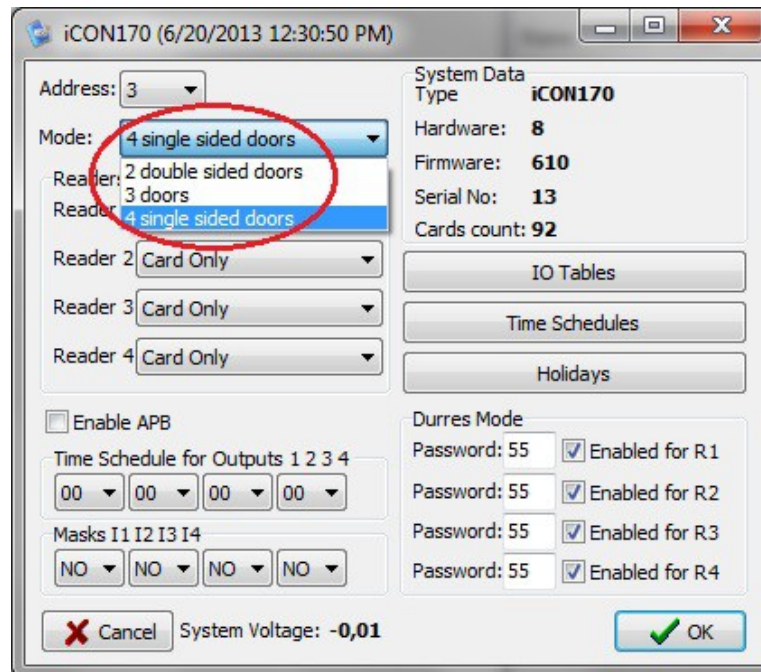


3.1.6. Controller mode selection

You have the option to choose **1 double sided door** or **2 single sided door** .



If the controller has the possibility to control up to 4 doors (ICON 130; ICON 180) the controller modes will be **4 single sided doors, 1 dual sided door and 2 single sided door, 2 dual sided doors.**



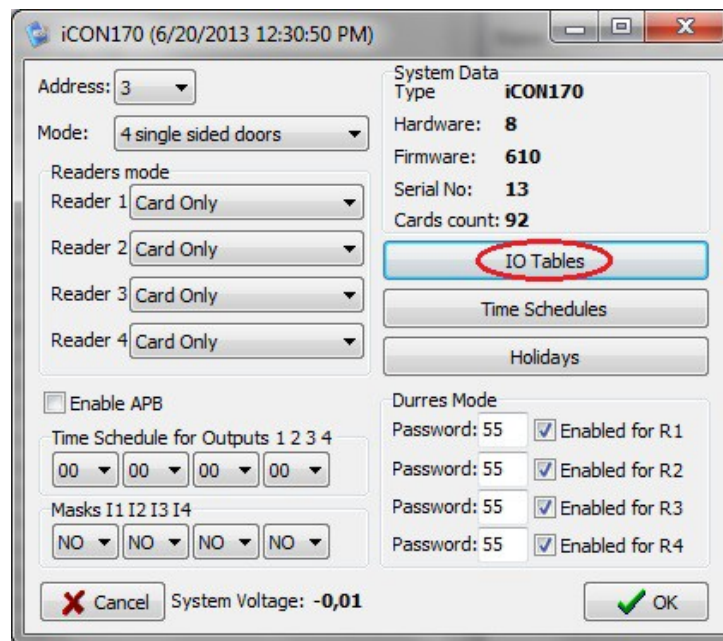
3.1.7. Readers mode

In this section you have to choose the type of used readers. By default the mode is card only. If you have a RFID reader with keypad you can choose the following options.

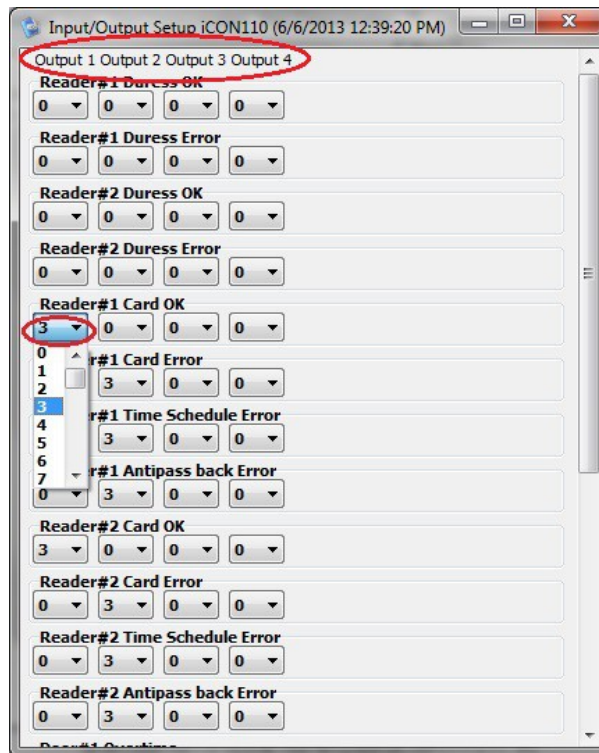
- Card and PIN– identification via RFID card and pin code.
- Card and Work Code– identification via RFID card and choosing a number to inform the system the type of your event– lunch time, personal going out, visiting a client, going to service and so on.
- Card or PIN code– identification via RFID card or pin code.

3.1.8. IO Tables (input/output)

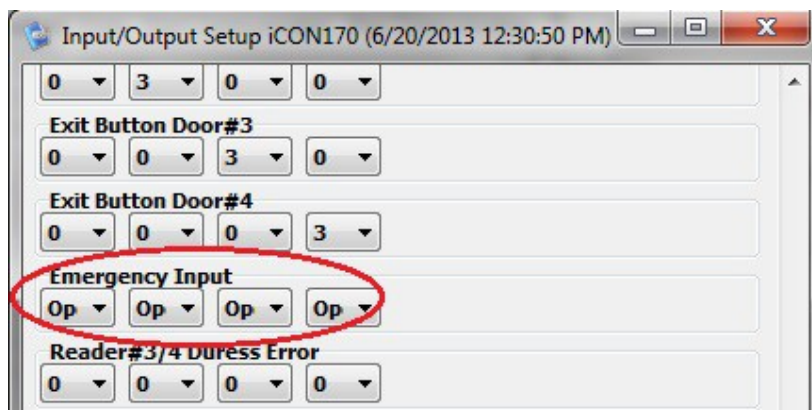
Use this tables if you want to change inputs and outputs mode. For example the output for locking device by default is 3 seconds. If you need more time you can change it to 6 or if you set it to 99 the output becomes in trigger mode



In this section you can define what happens when we generate an event in the controller. The activation time can be from **0 to 97 seconds**.



Emergency input by default opens all outputs but you can change it you like.

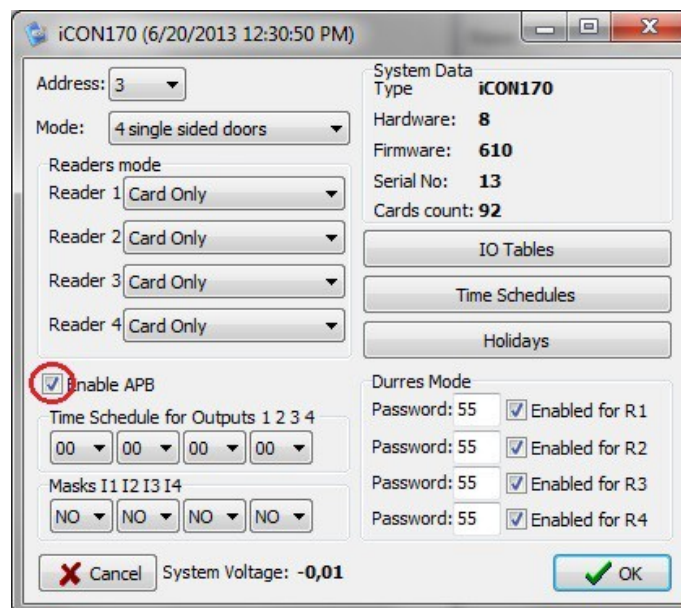


When you are finished with the set up close the window with the red X. And then select save.



3.1.9. Antipassback

The function **Antipassback** is used mostly when calculating attendance time. It means that if somebody enters the building without checking his ID he won't be able to leave the building and same inversely.

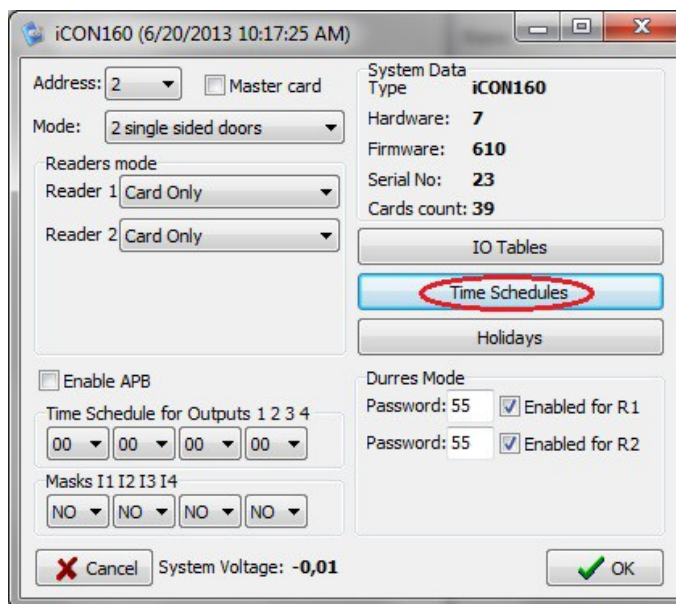


If you want to save the changes select OK. If you want to discard changes select Cancel

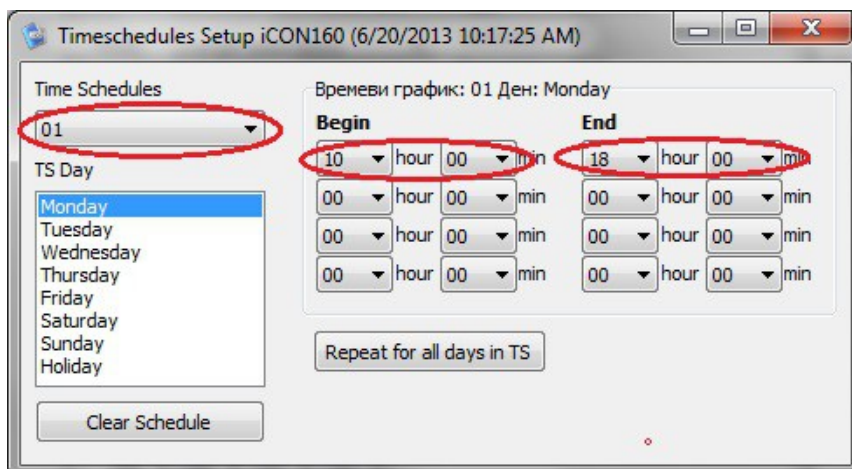
3.1.10. Time Schedules

Time Schedules are used to limit the access to different zones in some period during the day . Also this schedules can be used to activate or deactivate automatically outputs from the controller. For example

stores door can be automatically opened during the whole day and after 17.00h the locking device closes and after this only registered users can access the room.

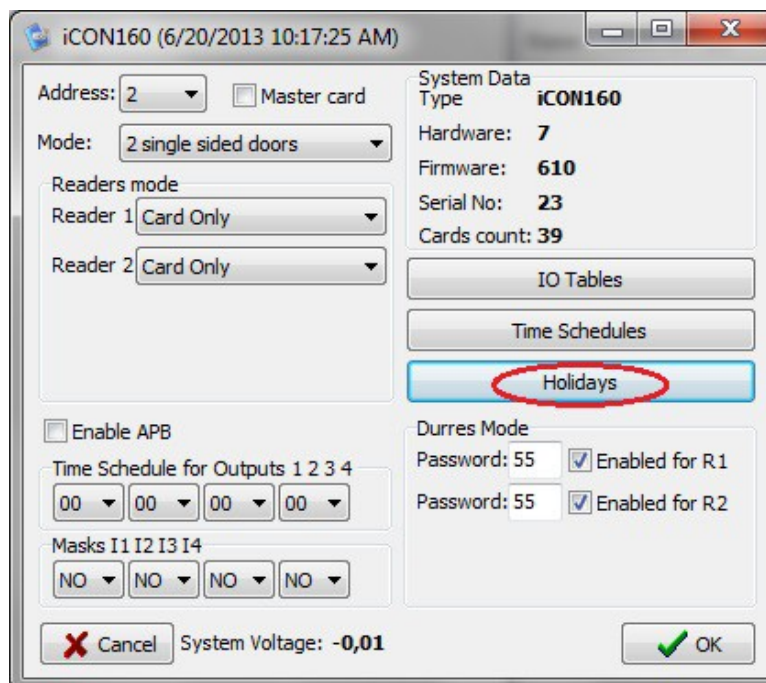


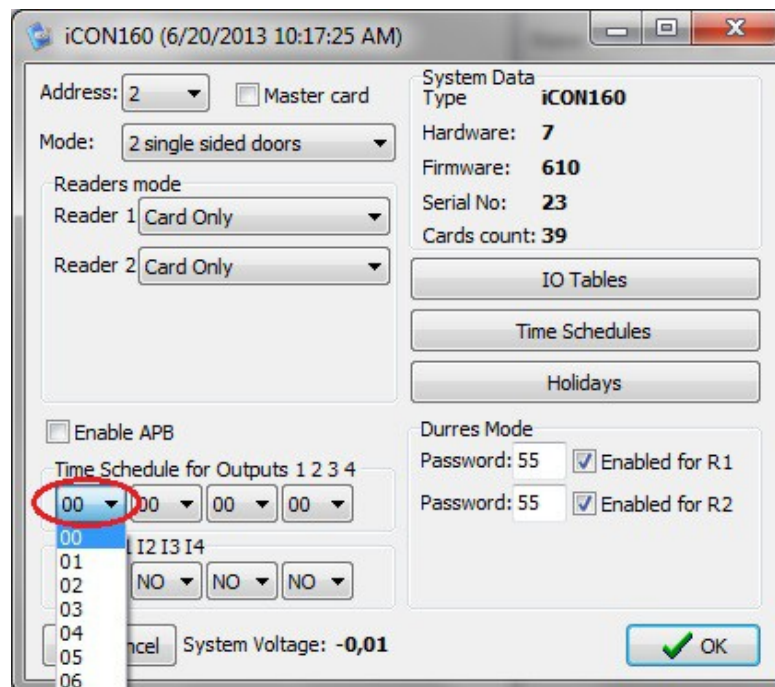
You have the ability to create 8 different time schedules with 4 different time intervals inside them. Choose number of the schedule you want to create. Select day of the week. Set beginning time and ending time for the period in which people will have access. You have the option to **Repeat for all days in TS**. If this schedule is used every day of the week.



3.1.11. Holiday list

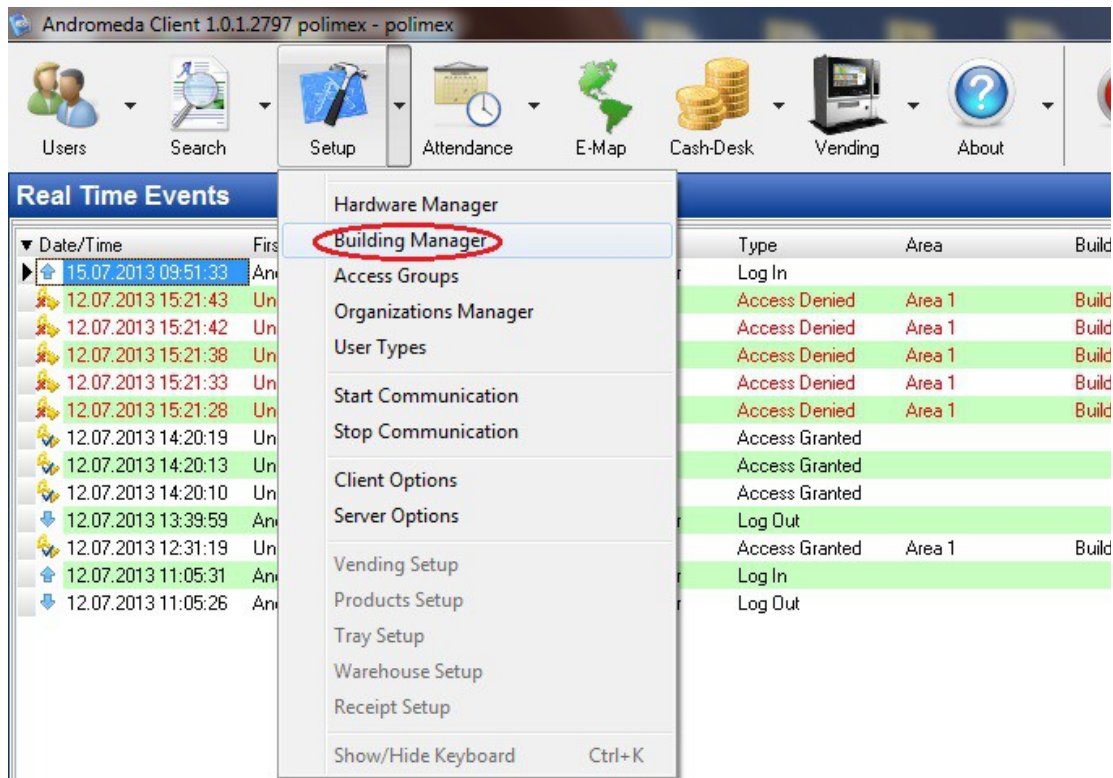
Manually input your national holidays which are not work days and users will not have absence if a TA report is generated.





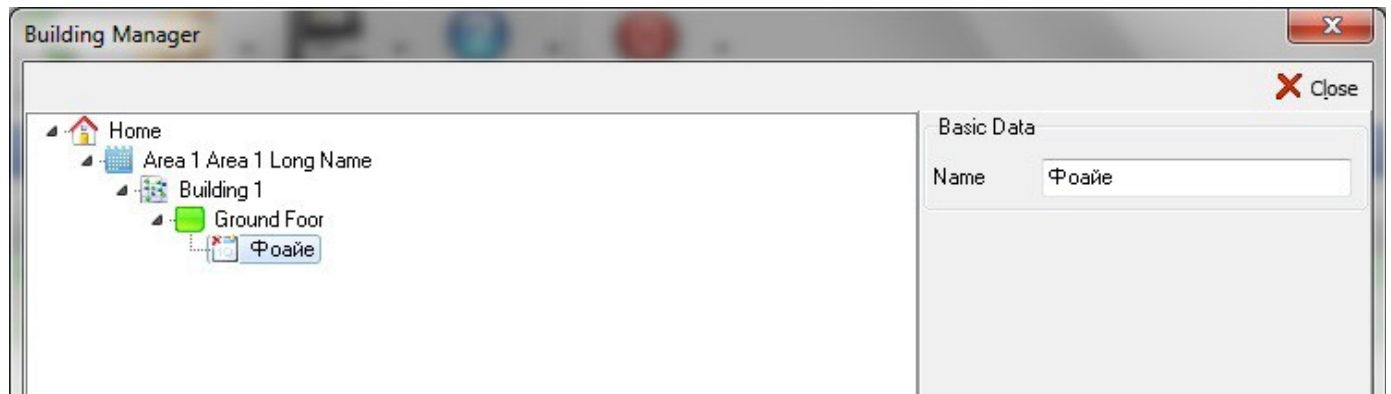
3.2. Building Manager

Choose **Setup** button and then **Building Manager**

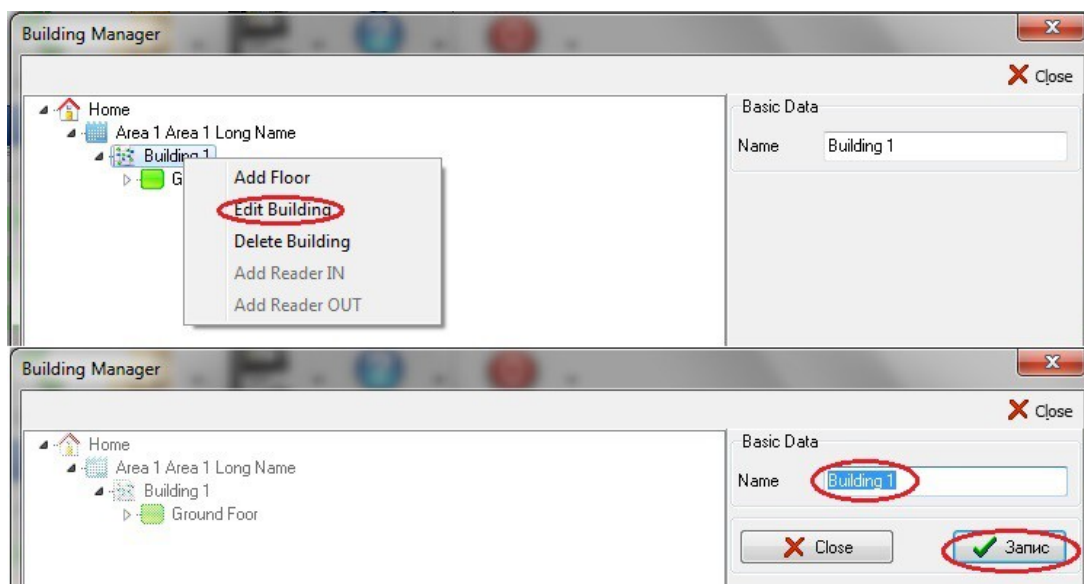


By default you see the following structure.

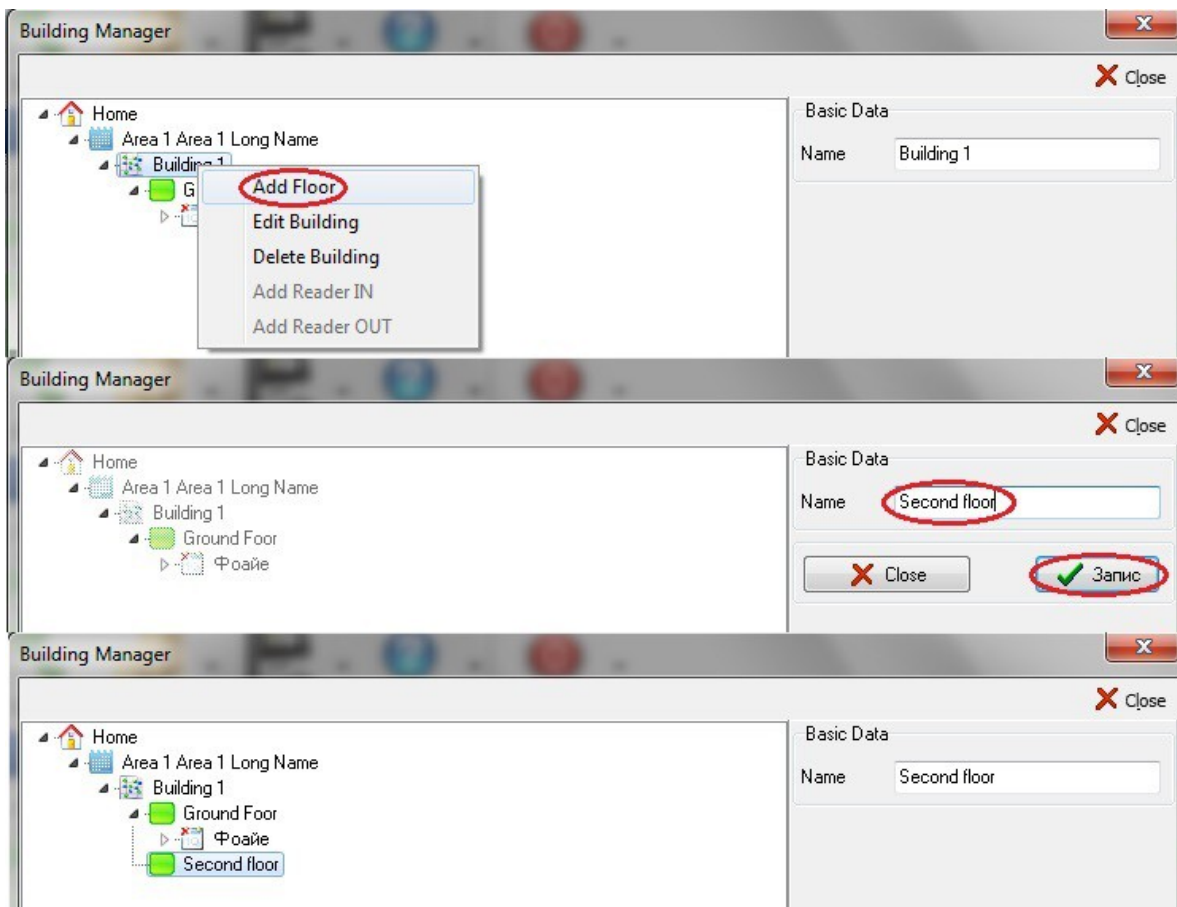
- Area 1 Area 1 Long name
- Building 1
- Ground Floor
- Lobby



You can rename each component by clicking right button and select edit. Fill in the name and select OK to save changes.



To add a new floor select right button on **Building 1** and go to **Add Floor**. In **Name section enter** floors name and save. Now you have a new floor in the building.




After you have added a new floor you need to add rooms. Select a floor with right button and then **Add Room**. Fill in rooms name and save.

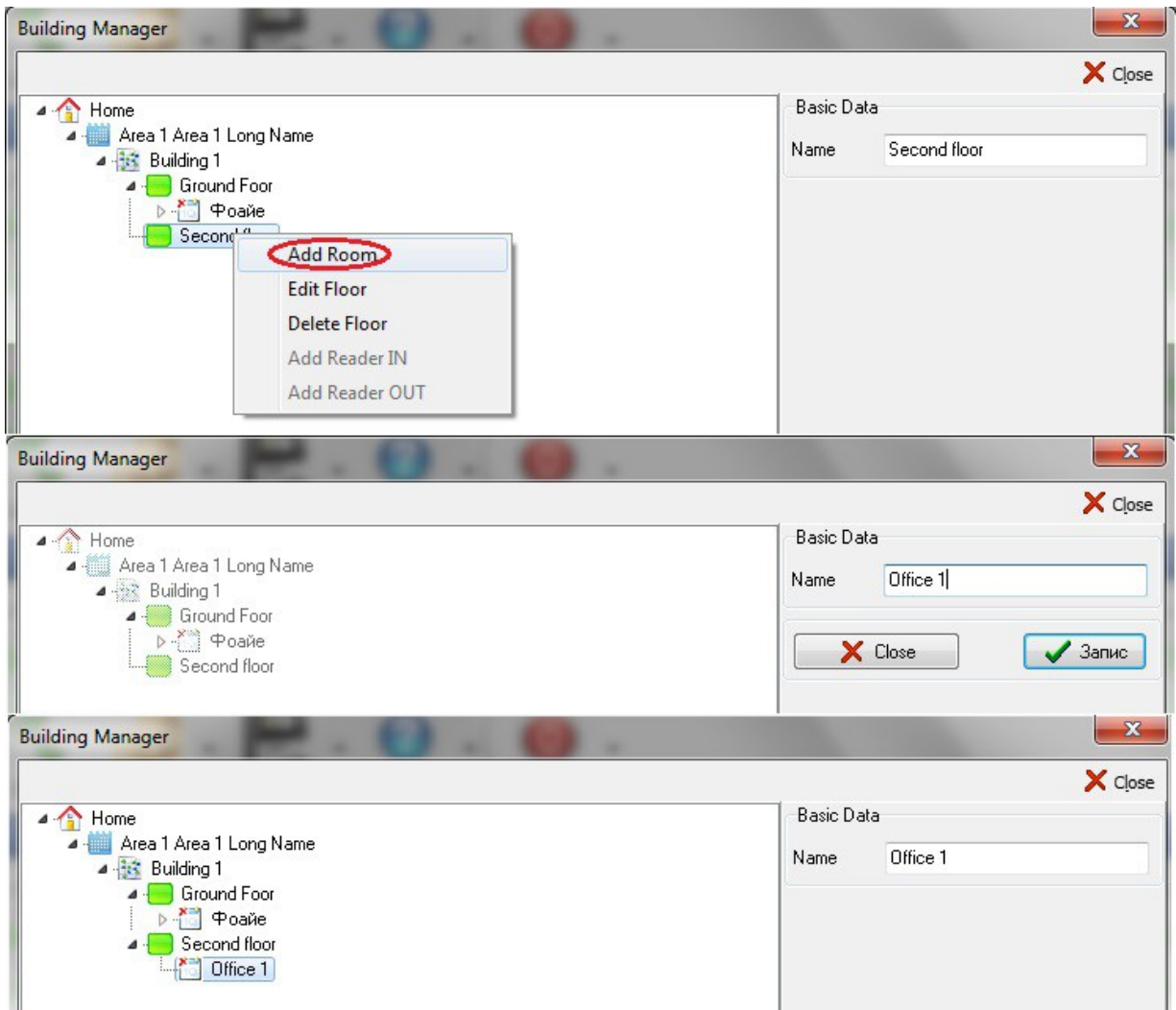
You can add several or one door to the new room. Once again select the room with right button and then add door. On the pictures below you can see that you have to select one door of these that you have described in the controller setup.

Before adding doors in building management don't forget to enter names for the doors in controller setup. Select any controller, click twice slowly on the relay and rename it. The relay is the door which appears later in building management. After renaming select post to save changes.

Controller setup

 Refresh Status Start Communication

- Serial communications
- Internal TCP/IP Modules
 - 192.168.78.1:5000
 - 192.168.78.46:5000
 - iCON120 - (1)
 - iCON140 - (3)
 - iCON120 - (5)
 - iCON120 - (6)
 - M2**
 - M1**
 - System voltage 6/0 -> 12,73 V
 - Exit button 6/1
 - Exit button 6/2
 - Emergency input 6/3
 - iCON120 - (7)
 - iCON120 - (8)
 - iCON120 - (9)
 - iCON120 - (10)



The image displays three sequential screenshots of the Building Manager software interface, illustrating the process of adding a door to a building structure.

Top Screenshot: The 'Building Manager' window shows a tree view on the left with 'Office 1' selected. A context menu is open over 'Office 1', with 'Add Door' circled in red. The 'Basic Data' panel on the right shows the 'Name' field containing 'Office 1'.

Middle Screenshot: The 'Building Manager' window shows the same tree view. The 'Basic Data' panel now shows 'Door 2' selected in the 'Name' dropdown menu (circled in red). Below the dropdown, there is an 'Anti Pass B' section with a radio button for 'ON' and a list of options: 'Door 1', 'Door 2', 'Door 3', and 'Door 4'. A 'Close' button and a 'Запис' (Save) button with a green checkmark are visible at the bottom right (the 'Запис' button is circled in red).

Bottom Screenshot: The 'Building Manager' window shows the tree view updated with 'Door 2' added as a sub-item under 'Office 1'. The 'Basic Data' panel now shows the 'Name' field containing 'Office 1'.

After you are finished select close. The settings will saved automatically.

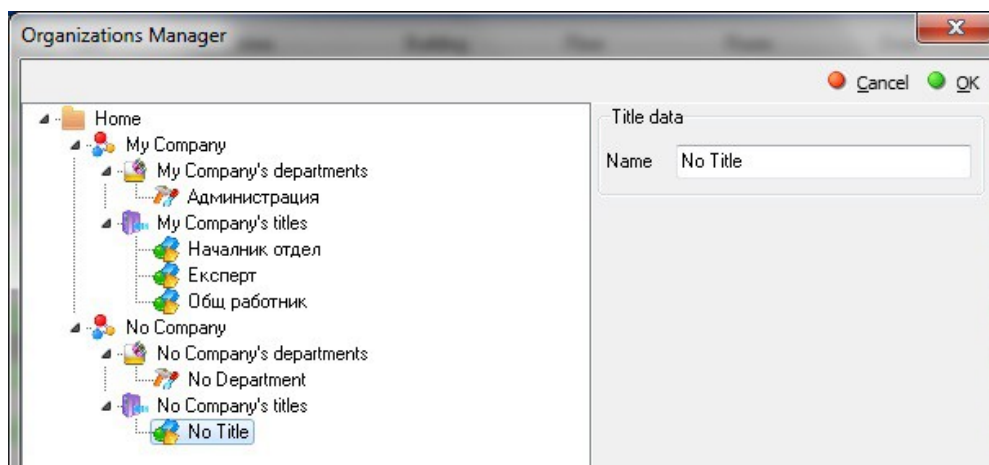
3.3. Adding Access groups

When building management is finished all doors will be shown in access group definition. There is a default access group **All doors** which includes all doors described in the software.

When you are creating a new access group you can choose a single or a group of doors which will be included in the new access group and also you can choose time schedule which will work with this access group.

3.4. Organizations Manager

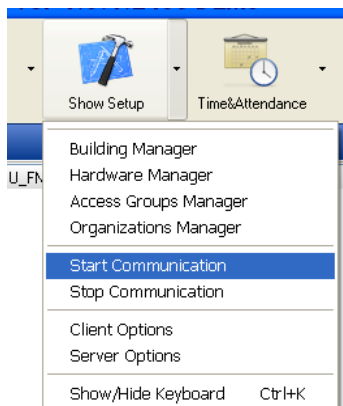
Organizations Manager allows you to create the structure of your company. You have the ability to name your company, create new departments, titles and so on. The principle of management is the same as in the building management.



Select **My company** with the right button. In your right you can fill the Company's name and save the data with OK button.

4. Start and stop communication

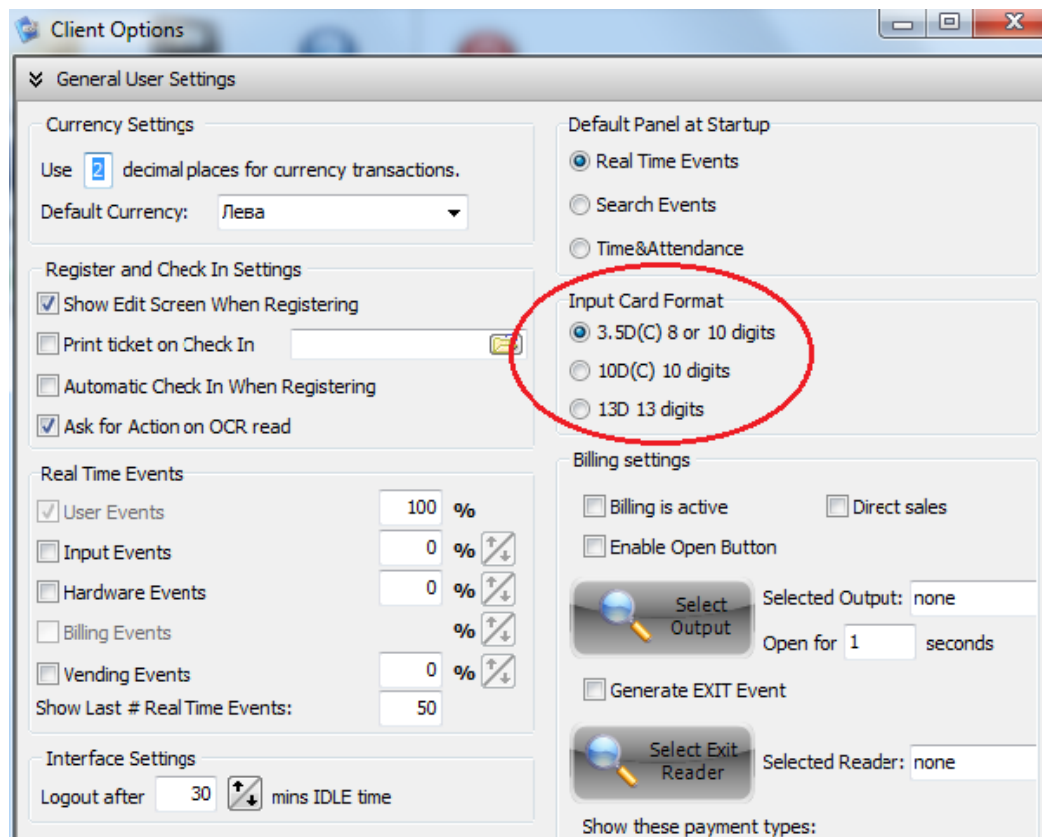
Select **Setup** , choose **Stop communication**, wait **10 seconds** and then **Start communication**. This will restart your communication with devices and if there is a small problem maybe it will start normally.



5. Card number format

Select your card number format. If you have card numbers from an old system and they have 10 or 13 numbers Andromeda Pro has a built in converter to 8 number card format.

Select setup then client options and choose which card format are you going to use.



6. Adding and deleting users

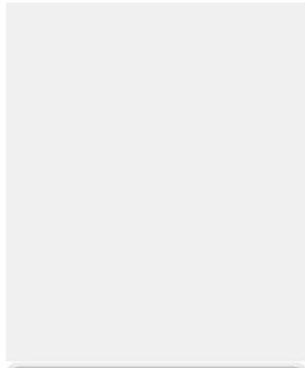
Select User – Add user and a new window will pop up. Not all of the fields are mandatory. First you only have to fill First name , Last name and card number. Make sure that Active is marked if you want this card to be a valid one.

Add User [Close]

Cancel
 Save And Add Balance
 Save

User Data | User Organization, Personal ID and Delete | Access Groups

Prefix	First Name	Surname	Street 1
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Last Name	User Code	Street 2
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Birthdate	Sex		City
<input type="text"/>	<input type="radio"/> Male		<input type="text"/>
Birthplace	<input type="radio"/> Female		Zip Code
<input type="text"/>			<input type="text"/>
Citizenship			Country
Няма Данни			<input type="text"/>
Username	Password	Repeat Password	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Active	Card Number		Mobile
<input type="checkbox"/>	<input type="text"/>	<input type="button" value="Add Card"/>	<input type="text"/>
		<input type="button" value="Delete Card"/>	Fax
		<input type="button" value="Print Card"/>	<input type="text"/>
User Type	PIN		Email
Мес. Абонамент	<input type="text"/>	<input checked="" type="checkbox"/> Active	<input type="text"/>



Comment 1

Comment 2

On the second page you can fill in personal data for the user by hand or by using OCR reader. Also here you can delete a card which you don't want to be in the system. Other important function is that from user calendar you can add manual events for a user – like period for sickness, vacation , business leave and others.

Add User [X] [Cancel] [Save]

User Data
 User Organization, Personal ID and Delete
 Access Groups

Personal ID

Personal ID Type
 ID Card Passport

Latin First Name

Latin Surname

Latin Last Name

Personal ID

Country

Issue Date

Expire Date

Personal Identification Number (PIN - EGN):

Department

Company

Department

Title

Schedule

Delete User

By deleting a user you will delete all cards associated with this user all rights of this user and all history of events of this user.
This can not be undone!

I agree I do not agree

Delete User

User Calendar

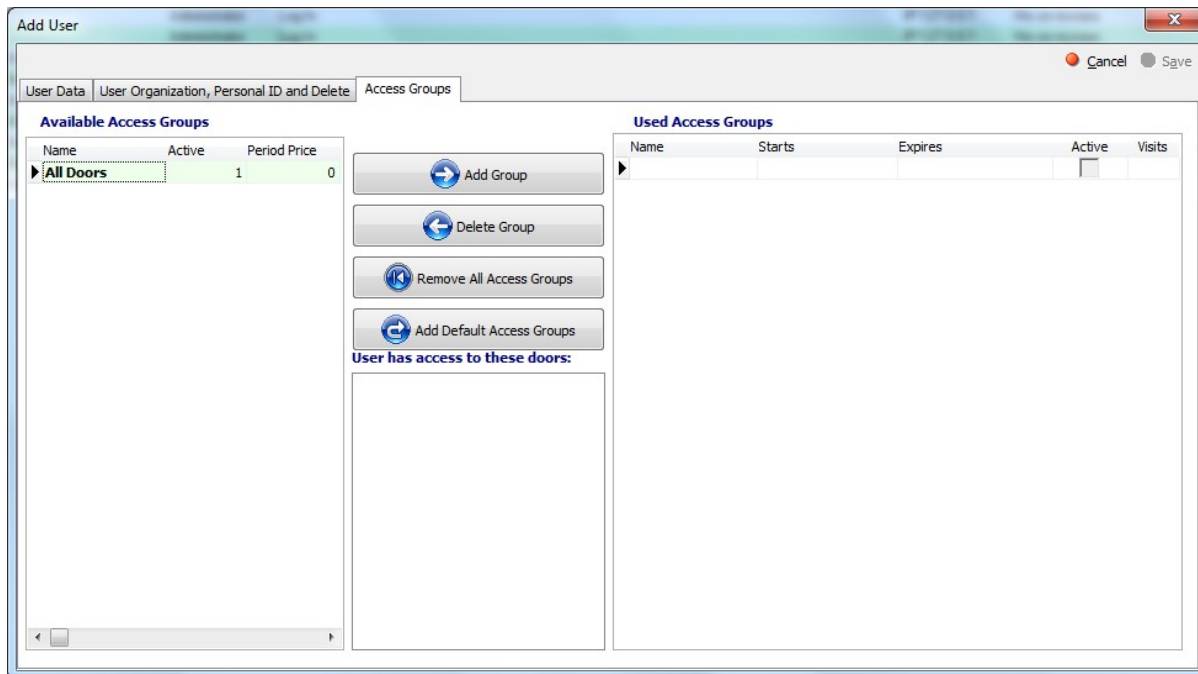
2014/04/16 2014/04/16 Hours 8

Show Other Periods for the Selected Days

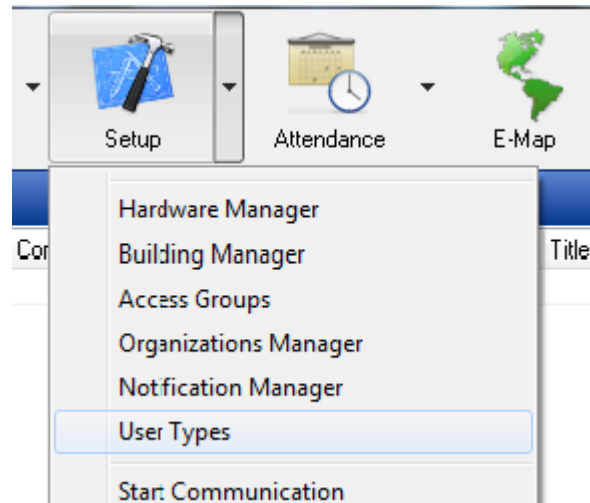
Add Weekends and Official Holidays for selected period

Add New User Periods

Date	Name	Hours	Other Periods
▶			<input type="checkbox"/>

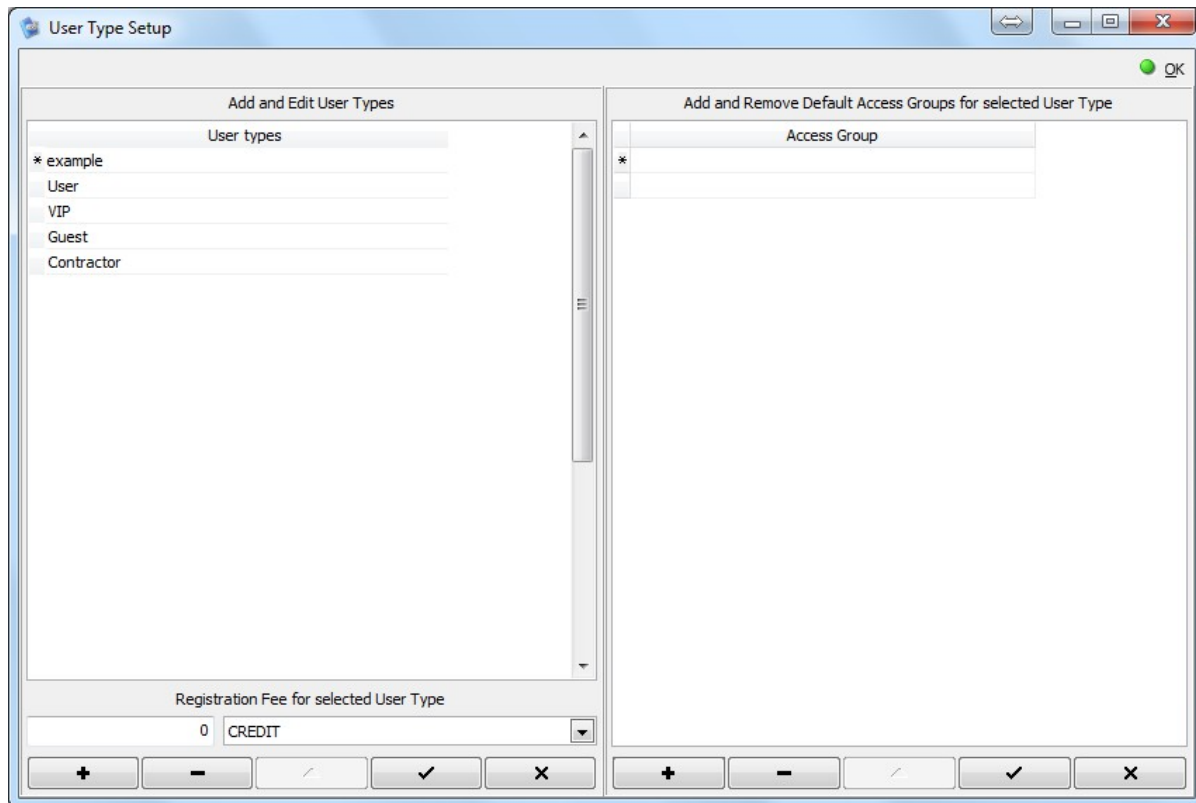


The third page is where you give access rights to users. On the left Available access groups includes default group **All doors** , groups that you have created and single doors. Select needed access group and press **Add group**. The group will be transferred to the right with default access time period 5 years. If needed you can change this period manually. Make sure **Active** is marked. After you are finished select Save and data will be saved to the database and automatically will be sent to all controllers.




You have the ability to sort users over many different types at your convenience. Select setup – User types.

A new window will pop up. Here you can manage your user types – create or delete. Also you can select a predefined default group of doors for the different types of users.




7. Real time user info

On the first default screen you can see all real time events. As you can see in the picture bellow when a user has checked on the reader his personal info and picture is shown in the right of the screen. This function is used usually in places where the guard can see directly who is coming through and he has the ability to check if the person is the real owner of the card.



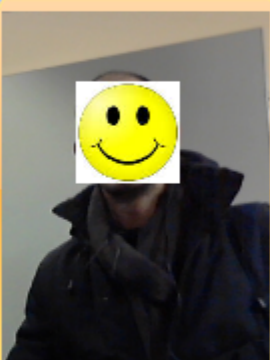
About



Exit

Room	Door	Remark	Event Code	
		IP:192.168.79.10	Не се ползва	
Турникет	Вход туринк	0007C	Не се ползва	
Турникет	Вход туринк	0008C	Не се ползва	
Турникет	Вход туринк	0019E	Не се ползва	
Турникет	Вход туринк	0006E	Не се ползва	
Турникет	Вход туринк	0007C	Не се ползва	
Гараж врата	Врата гараж	0007C	Не се ползва	
Турникет	Вход туринк	0007C	Не се ползва	
Турникет	Вход туринк	0006E	Не се ползва	
Турникет	Вход туринк	00071	Не се ползва	
Турникет	Вход туринк	00081	Не се ползва	
Турникет	Вход туринк	0008C	Не се ползва	
Турникет	Вход туринк	0007C	Не се ползва	
Турникет	Вход туринк	0007C	Не се ползва	
Турникет	Вход туринк	0006E	Не се ползва	
Гараж врата	Врата гараж	0007C	Не се ползва	
Турникет	Вход туринк	0008E	Не се ползва	
Турникет	Вход туринк	0006E	Не се ползва	
Гараж врата	Врата гараж	0007C	Не се ползва	
Гараж врата	Врата гараж	0007C	Не се ползва	
Гараж врата	Врата гараж	0007C	Не се ползва	
Турникет	Вход туринк	0007C	Не се ползва	
Турникет	Вход туринк	0007C	Не се ползва	
		0021E	Не се ползва	
		0021E	Не се ползва	
		0021E	Не се ползва	
Турникет	Вход туринк	0021E	Не се ползва	
Турникет	Вход туринк	00081	Не се ползва	
Турникет	Вход туринк	0021E	Не се ползва	
		0019E	Не се ползва	
		0019E	Не се ползва	

Unread Messages: 0



user info

Мес. Абонамент
16.04.2014 17:48:15

Edit User

» Quick Registration

Search Users

Search IOs

Search HW

Search CMDs

Search Balances

8. Setting Time & Attendance

The first thing you have to do is activate this function. Go to **Setup – Client options** and activate **Basic TA settings**.

Hardware Events 0 %

Billing Events %

Vending Events 0 %

Show Last # Real Time Events: 100

Interface Settings

Logout after 30 mins IDLE time

Basic TA Settings

Time & Attendance is active

Card printing

Card Printing is Active

Vending settings

Vending is active

Quick registration

Quick registration is active

Output Open for 1 seconds

Generate EXIT Event

Select Exit Reader Selected Reader: none

Show these payment types:

Code	Name	Show

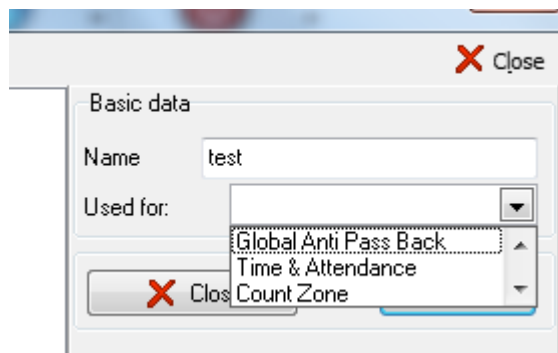
If only one Payment Type is selected, no dialog will be shown!

>> ID Reader Setup

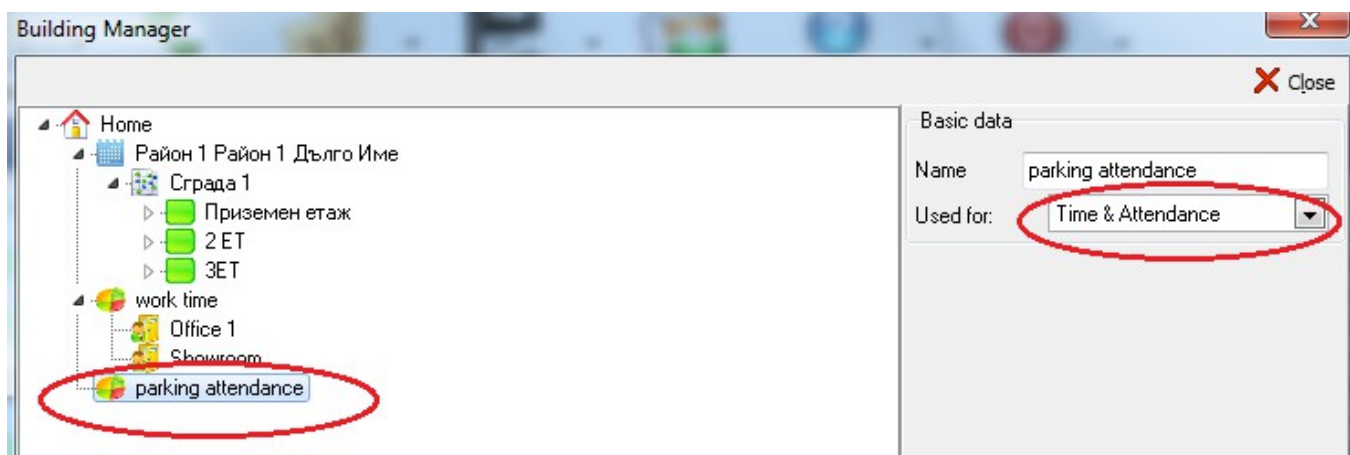
>> Camera Setup

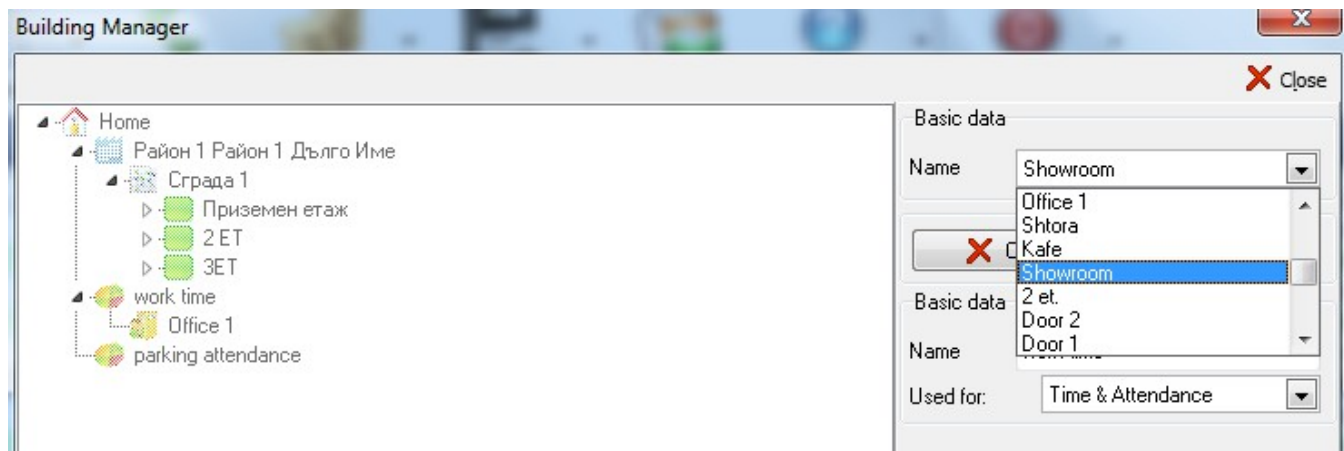
>> Sound setup

Then go to **Setup - Building manager**. Here you have to create time&attendance zone. Select Home with right button and choose add zone. Then type the name of the zone and choose type of the zone. You have the option to create **Global antipass back, time & attendance or count zone**.

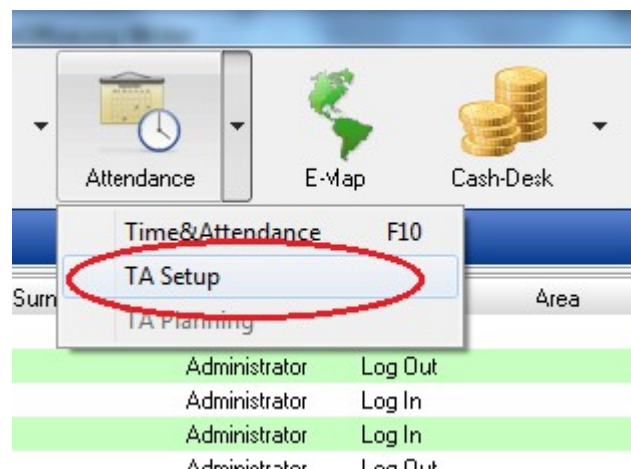


When time zone is created it will appear like shown below - example : work time or parking attendance. You have the ability to create more than one zone for time and attendance.





After this go to **Attendance** and select **TA Setup**



A new window will pop up. Select + then type a name for your schedule in **Schedule name**. Select start and end date for the schedule. Type cycle in days of the schedule. Usually it is set for 7 days (one week). Notice – if the period is 7 days the start day of the schedule must be monday. **Show late time greater than** - permissible delay time. Usually it is 10 minutes. **Show early leave greater than** - permissible time for early leave in minutes. **Add selected schedule to** – choose who is going to use this



schedule. Add this schedule to all users without schedule, to users from selected company or to users from selected department. After you are finished go to next page.

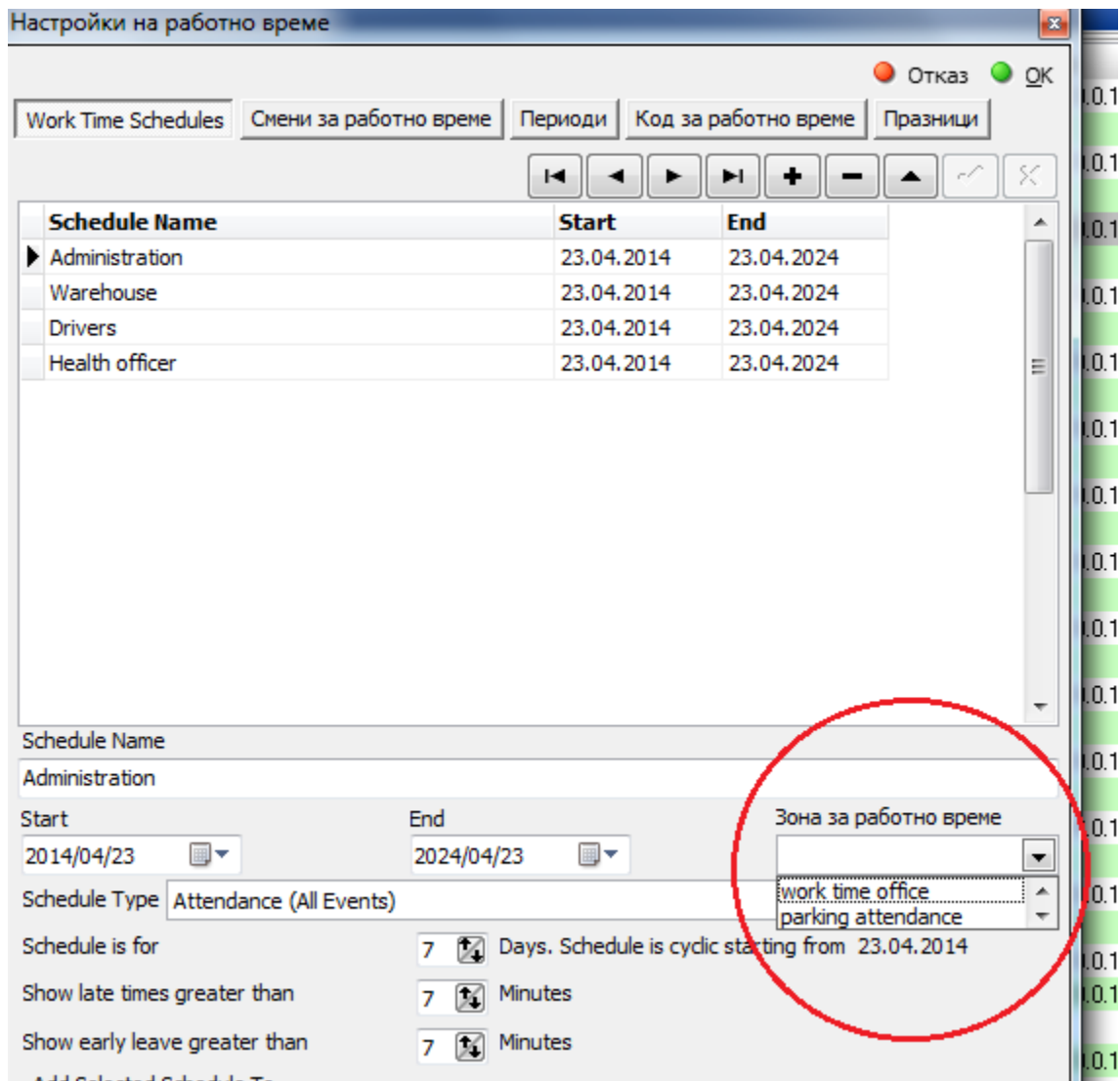
Important – choose **schedule type and don't forget to choose time&attendance zone for this schedule (look at the red circle below)**. It is the option how attendance will be calculated.

Options are:

Attendance (first and last event) – this means that only first and last events will be calculated for attendance. Example: If you check in at 8.00 a.m., go out from 12.00 till 14.00 and check out in 17.00 the software will calculate the time from 8.00 to 17.00 which is 9 hours.

Attendance (all events) means that all events will be calculated for attendance. For example if you check in at 8.00, go out in 12.00, come back in 14.00 and check out in 17.00 your attendance time will be 7 hours.

Flexible working hours means that you don't have start and end hour of the work day. The calculation starts when you check in and ends when you check out for the day. Also you can choose option with all events or only first and last. For example you can check in at 06.00 go home in 10.00 and in the afternoon you can come back to finish your work in 16.00 till 23.00. The your calculated work time will be 11 hours (if selected all events) and 17 hours (if selected first and last event)



At the next page you can create your week schedule. From the lower + add a name to your week schedule. From the upper + add a week day, type the number of the day in the left and in the right of the row select work schedule from the arrow. Do this for the whole week as shown in the picture. The example week schedule is from monday to friday – 5 days. If you are working in the week end with a different work time you have to create new work time shedule like : name- Saturday, (start- 08.00 and end 13.00.) Then you add 6th day with work time name Saturday. When you are ready go to next page.

Настройки на работно време

Work Time Schedules | Смени за работно време | Периоди | Код за работно време | Празници

Избран график: work

Разпределение на смените по този график

Ден	Смяна
▶	1 work
	2 work
	3 work
	4 work
	5 work

Списък на всички смени

Име на смяна
▶ work



On this page you fill in the start and end of the day. If you have chosen flexible work time don,t do this. Work time will be calculated automatically.

With the lowest + add a new time period. Choose if this period is for TA period, break period, discount period...One work day can have many time periods. For example start at 8.00, break in 10.15 to 10.30 , lunch time in 12.00 to 13.00 and so on... Breaks and Lunch time will be removed from the work day time automatically.

Настройки на работно време

Work Time Schedules | Смени за работно време | Периоди | Код за работно време | Празници

Избрана смена: **work**

Времени периоди съдържащи се в смяната

Наименование	Начало	Край
work	08:00:00	12:30:00

Списък на всички временни периоди

Създаване и настройка на период

Име на периода: work

Начало на период: 08:00:00 | Край на период: 12:30:00

Тип на периода:

- T&A Periods
- Break Periods
- Discount Periods
- Workday Period

You have the ability to create many schedules which can be added to different type of users in the system.

Настройки на работно време

Work Time Schedules | Смени за работно време | Периоди | Код за работно време | Празници

Отказ OK

Schedule Name	Start	End
Administration	23.04.2014	23.04.2024
Warehouse	23.04.2014	23.04.2024
Drivers	23.04.2014	23.04.2024
Health officer	23.04.2014	23.04.2024

Schedule Name: Administration

Start: 2014/04/23 | End: 2024/04/23

Schedule Type: Attendance (All Events)

Schedule is for: 7 Days. Schedule is cyclic starting from 23.04.2014

Show late times greater than: 7 Minutes

Show early leave greater than: 7 Minutes

Add Selected Schedule To:

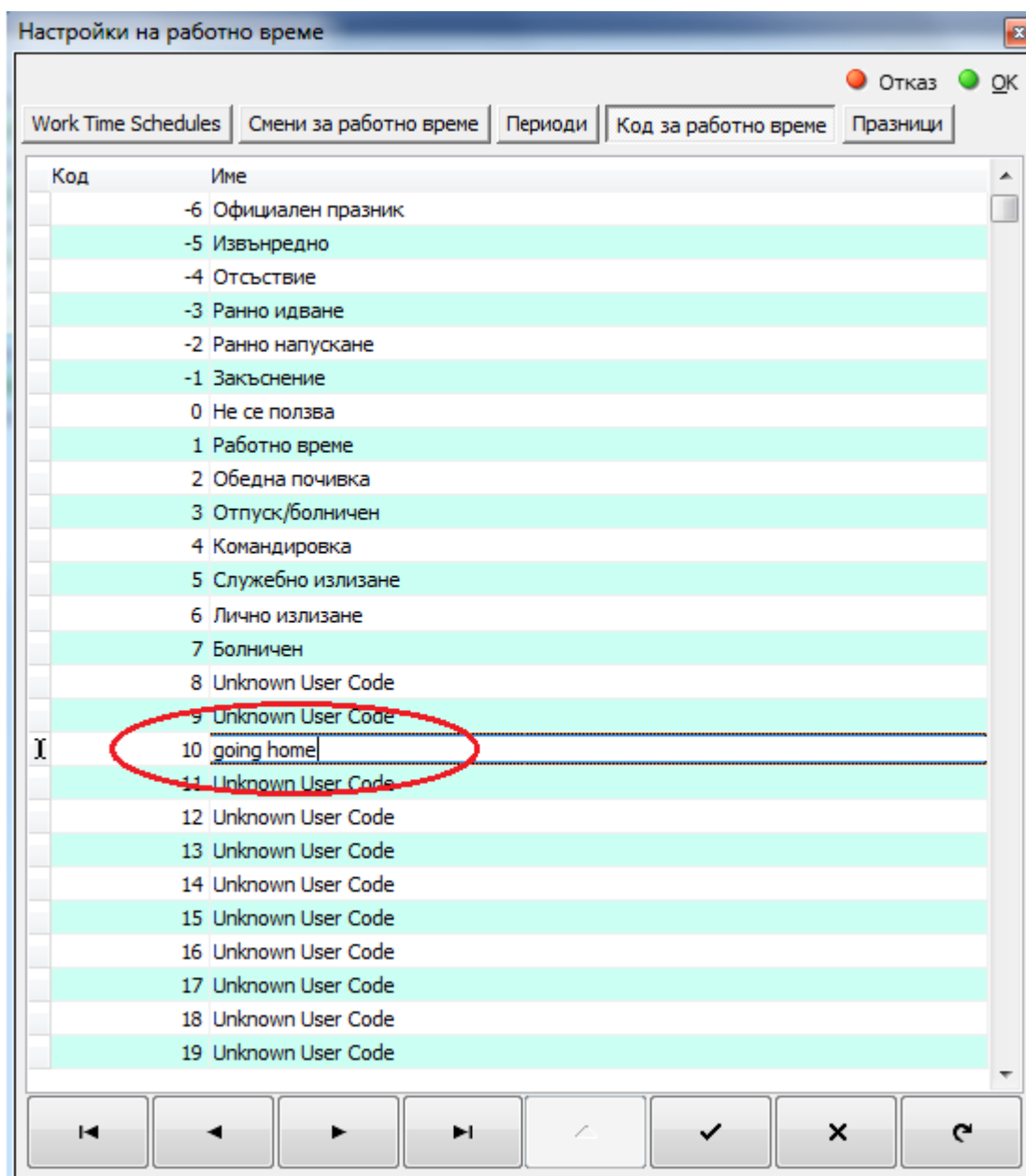
- All User Without Schedule
- All Users Of Selected Company
- All Users Of Selected Department

Companies: [dropdown] | Отдел: [dropdown] | Добави графика



Work codes

Next page is used only when your reader has a keypad. These are work codes. You can use them when a user wants to tell the system where is he going. Working principle -1 checking a RFID card, 2 type work code. This way you can create event for business leave, going home, going to a client, driving a car with registration N:3889 for example and many others. You can rename all work codes as you wish. Later you can create a report for current work code.



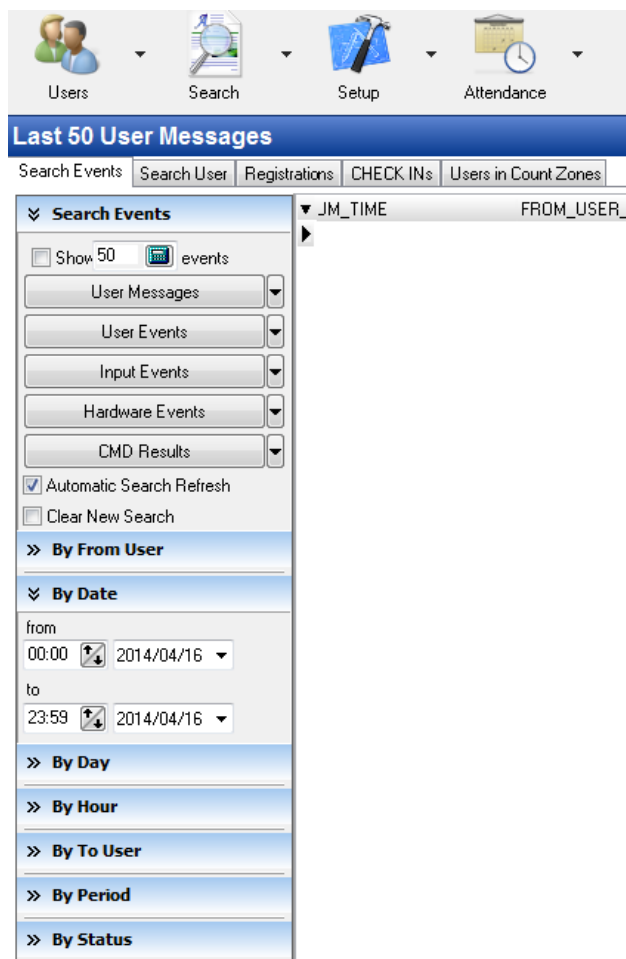
9. Reports

To generate a report select Search. Here you can see user messages, user events, input events, hardware events and CMD results.


User events are all events generated from the users which can be filtered by user name, date, day of the week, hour, period and status. These filters can be used for all reports.


Input events are events from exit buttons, sensors, fire alarms and others.


Hardware events is information for the communication status. You don't need to watch these CMD results. They are command results. For example if you save a new card/user it must be transmitted to a controller. In this report you can see if the transmission is OK or QUED . If it is OK this means that the user information is delivered to the controller and card will be working. If it is QUED it meant that there is some problem with the communication and delivery will be done later.




The screenshot shows the software's navigation menu with options: Users, Search, Setup, and Attendance. Below this is a blue header for 'Last 50 User Messages'. Underneath, there are tabs for 'Search Events', 'Search User', 'Registrations', 'CHECK INs', and 'Users in Count Zones'. The 'Search Events' section is expanded, showing a list of event types: User Messages, User Events, Input Events, Hardware Events, and CMD Results. There are also checkboxes for 'Automatic Search Refresh' and 'Clear New Search'. Below the event types are several filter options: 'By From User', 'By Date' (with 'from' and 'to' date pickers set to 00:00 and 23:59 on 2014/04/16), 'By Day', 'By Hour', 'By To User', 'By Period', and 'By Status'. The 'Search Events' section also shows a dropdown for 'JM_TIME' and 'FROM_USER_'.


 Users


 Search


 Setup


 Attendance

Search User

Search Events

Search User

Registrations

CHECK INs

Users in Count

Please select search options

First Name

Surname

Last Name

Latin First Name

Latin Surname

Latin Last Name

Sex

User Type

City

Country

PIN (EGI)

PID No.

User Co

Card Number

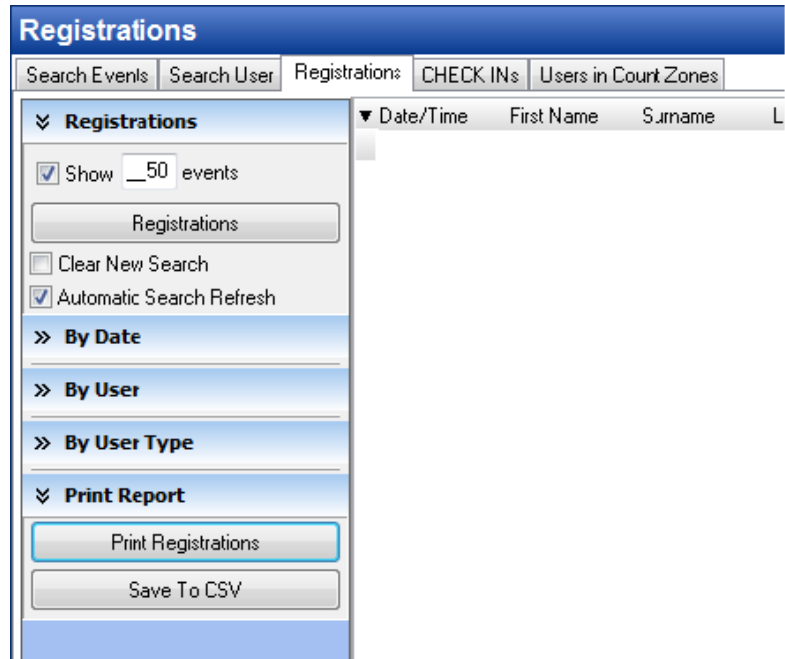
Email

Search As You Type

▼ First Name	Balanc



Second page is a fast way to find a user. Type a parameter you know - first name, last name card number and so on....press enter and person will be found quickly. Select the user twice and his profile will open. Then you have the option to edit users information or access rights or validity period. When you are finished select Save and corrections will be saved and transmitted.



In the third page you can make a report for all registrations (added new users) filtered by date, user, user type.

CHECK INs

Search Events | Search User | Registrations | **CHECK INs** | Users in C

CHECK INs
▼ Date/Time Type

from
 17:57 2009/11/26

to
 17:57 2009/11/26

Show CHECK INs

Only Last Check In

Reports

User Export

CHECK INs

Personal Info

Names and Documents

Save To CSV

Every report can be previewed and exported to PDF, TXT, CSV and others.
TA report – Select **Attendance** then **Time&Attendance** and a new window will pop up.

Attendance E-Map Cash-Desk

Time&Attendance F10

TA Setup

TA Planning

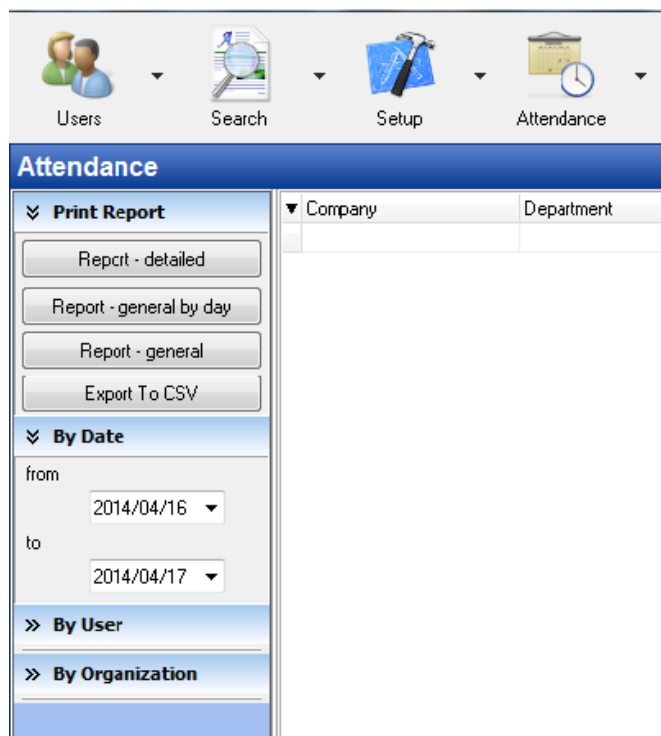
Administrator Log Out

Administrator Log In

Administrator Log Out

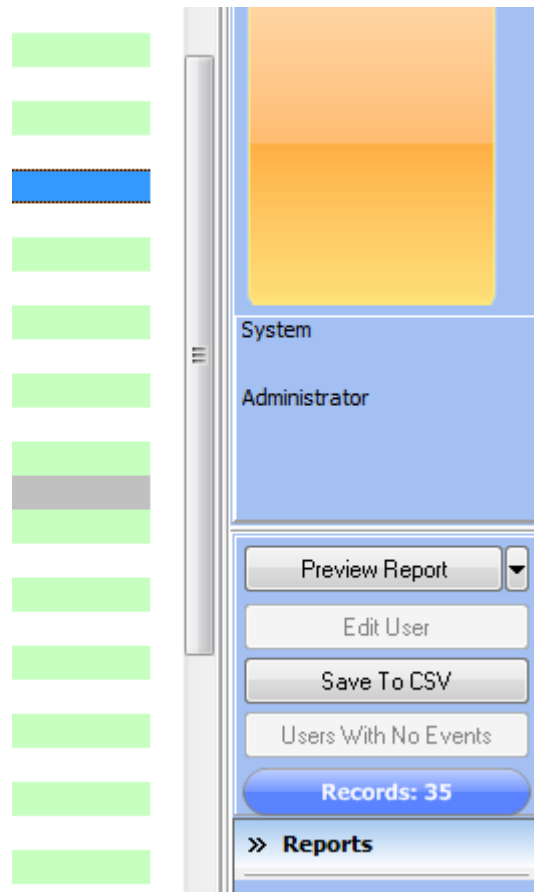
Administrator Log In

Administrator Log Out



You can generate three reports for all users or filtered by date, user or organization.

You have the ability to preview report before printing. Select **Preview Report** as shown below and a new window will appear. After preview is opened you can export the report instead of printing. So go to export icon with green arrow and choose between PDF, OLE, XML, RTF, JPEG, TXT OR CSV file. Select the pages you want to export, select OK, then a new window will appear , choose a path to save the file and press OK. Then your file will be exported.



The screenshot shows a web application interface. On the left is a vertical sidebar containing a stack of colored bars: two light green, one blue, and several more light green bars. The main content area on the right has a header with a blue-to-orange gradient. Below the header, the text "System Administrator" is displayed. A series of action buttons follows: "Preview Report" (with a dropdown arrow), "Edit User", "Save To CSV", and "Users With No Events". A blue button labeled "Records: 35" is positioned below these. At the bottom of the main area, there is a section header "» Reports" with a right-pointing arrow.

Preview

PDF file...
Excel table (OLE)...
Excel table (XML)...
RTF file...
JPEG image...
Text file...
CSV file...
Open Document Spreadsheet...

Event Report

Last 50 User Events

	Date	Name	Reader	Door	Event	Comment
1	20 05 2014 11:50:08	System Administrator			Log In	IP: 127.0.0.1
2	20 05 2014 10:02:45	System Administrator			Log Out	
3	20 05 2014 09:53:42	System Administrator			Log In	IP: 127.0.0.1
4	08 05 2014 11:34:40	System Administrator			Log Out	
5	08 05 2014 11:31:53	System Administrator			Log In	IP: 127.0.0.1
6	25 04 2014 15:09:50	System Administrator			Log Out	
7	25 04 2014 15:09:20	System Administrator			Log In	IP: 127.0.0.1
8	23 04 2014 14:57:31	System Administrator			Log Out	
9	23 04 2014 14:55:02	System Administrator			Log In	IP: 127.0.0.1
10	23 04 2014 11:26:21	System Administrator			Log Out	
11	23 04 2014 10:24:07	System Administrator			Log In	IP: 127.0.0.1
12	22 04 2014 16:10:57	System Administrator			Log Out	
13	22 04 2014 16:08:53	System Administrator			Log In	IP: 127.0.0.1
14	22 04 2014 15:36:20	System Administrator			Log Out	
15	22 04 2014 15:07:39	System Administrator			Log In	IP: 127.0.0.1
16	22 04 2014 14:47:33	System Administrator			Log Out	
17	22 04 2014 14:47:04	System Administrator			Log In	IP: 127.0.0.1
18	17 04 2014 17:56:46	System Administrator			Log Out	
19	17 04 2014 14:59:40	System Administrator			Log In	IP: 127.0.0.1
20	17 04 2014 14:57:43	System Administrator			Log Out	
21	17 04 2014 14:19:44	System Administrator			Log In	IP: 127.0.0.1

Example TA reports

TIME AND ATTENDANCE REPORT

Attendance from 01.07.2013 to 10.07.2013 for Тест Потребител

Фирма: Your Company

				Absence	AT time
		01-07-2013	10:11:51 - 18:20:52		8.15
		02-07-2013	09:57:42 - 12:01:43		2.07
			12:01:43 - 13:50:00	1.82	
		03-07-2013	13:50:36 - 18:25:43		4.58
			10:04:19 - 11:33:04	1.48	
			11:33:04 - 12:28:44		0.92
			12:28:44 - 13:40:45	1.20	
			13:40:45 - 13:41:36	0.02	
			13:41:36 - 17:24:06	3.72	
		04-07-2013	17:24:06 - 18:33:26		1.15
			09:58:30 - 09:59:32	0.02	
			09:59:32 - 18:23:17		8.40

TIME AND ATTENDANCE REPORT

Attendance from 01.07.2013 to 10.07.2013 for Тест Потребител

Фирма: Your Company

			Работно време
Тест Потребител	01-07-2013	10:11:22 - 18:20:52	8.15
	02-07-2013	09:57:11 - 18:25:43	8.47
	03-07-2013	10:04:19 - 18:33:26	8.48
	04-07-2013	09:58:30 - 18:23:17	8.42
	05-07-2013	10:41:42 - 18:29:54	7.80
	08-07-2013	10:17:38 - 18:32:13	8.25
	09-07-2013	09:43:44 - 19:01:34	9.30
	10-07-2013	10:05:00 - 18:06:45	8.02
			Total
Grand Total			66.89

TIME AND ATTENDANCE REPORT

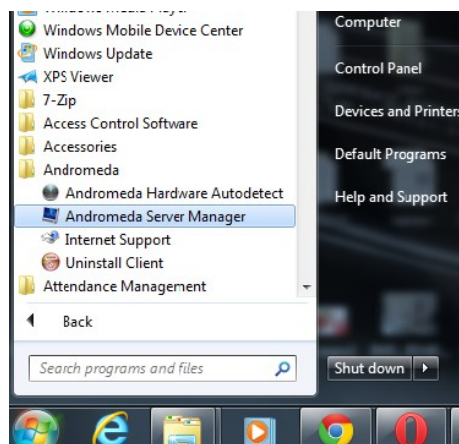
Attendance from 01.07.2013 to 10.07.2013 for Тест Потребител

Фирма: Your Company

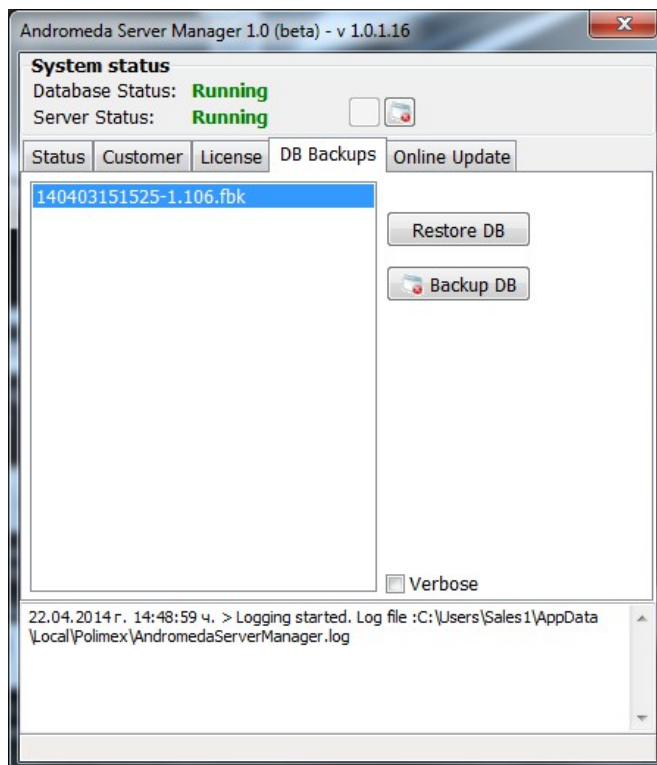
				LATE	OVER TIME	ABSENCE	AT TIME
	01-07-2013	09:00:00 - 10:11:22	1.18				
		10:11:51 - 17:30:00				7.32	
		17:30:00 - 18:20:52		0.83			
	02-07-2013	09:00:00 - 09:57:11	0.95				
		09:57:42 - 12:01:43				2.07	
		12:01:43 - 13:50:00			1.82		
		13:50:36 - 17:30:00				3.67	
		17:30:00 - 18:25:43		0.92			
		09:00:00 - 10:04:19	1.07				

10. Backup and restore

Select Start Menu – All programs – Andromeda – Andromeda server manager. A new window will be shown on your desktop.



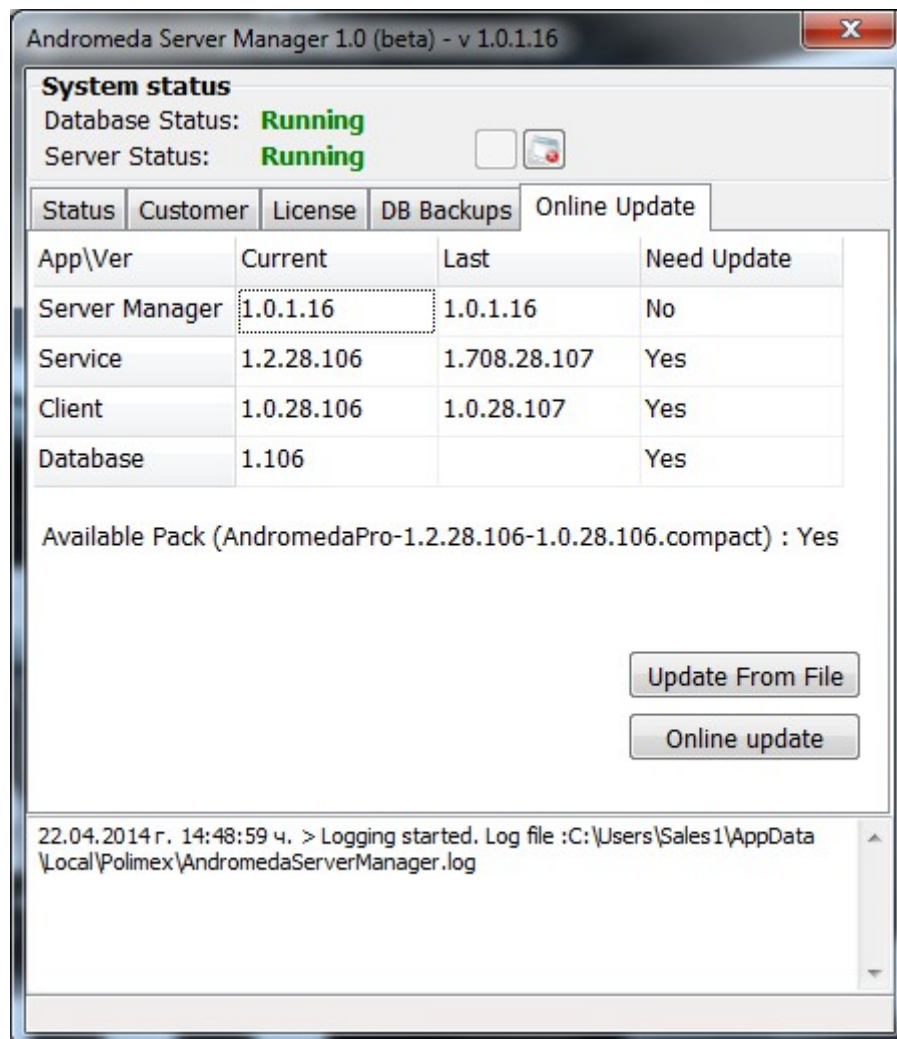
Choose **DB Backups**. If you want to make a backup of your database select .If you want to restore an database choose one of the backup files and select **Restore DB**.



11. Online update

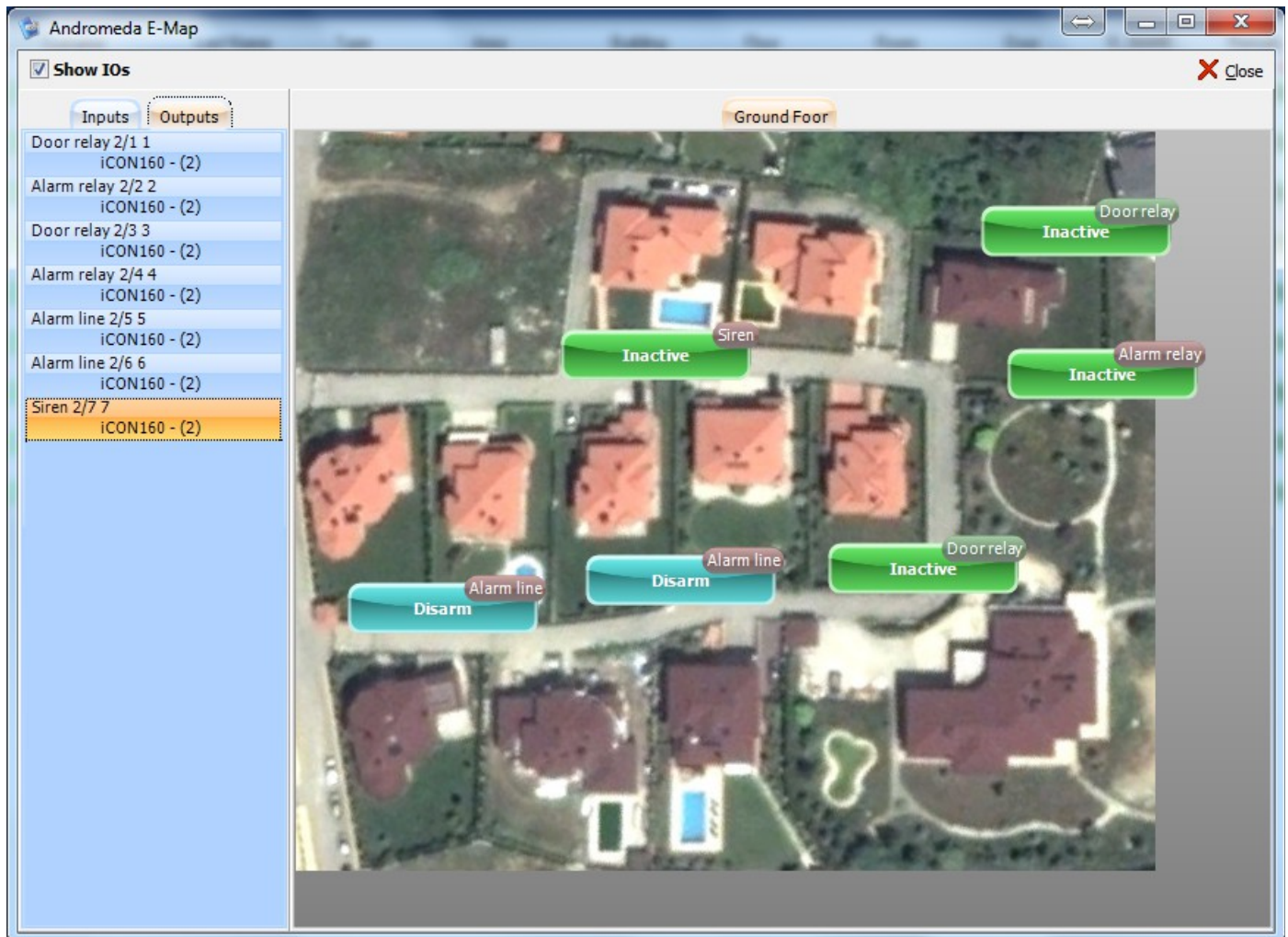
In the Andromeda server manager you will see a page – online update. If your computer is connected to the internet online update should tell you if there is a new available upgrade of the system. In the column need update you will see if it is available for Server manager, Service, Client or database. If you have at least one Yes select **online update** and the process will start automatically.

If you are not connected to internet the upgrade can be done by using a removable storage when selecting **Update from file**.



12. E-map function

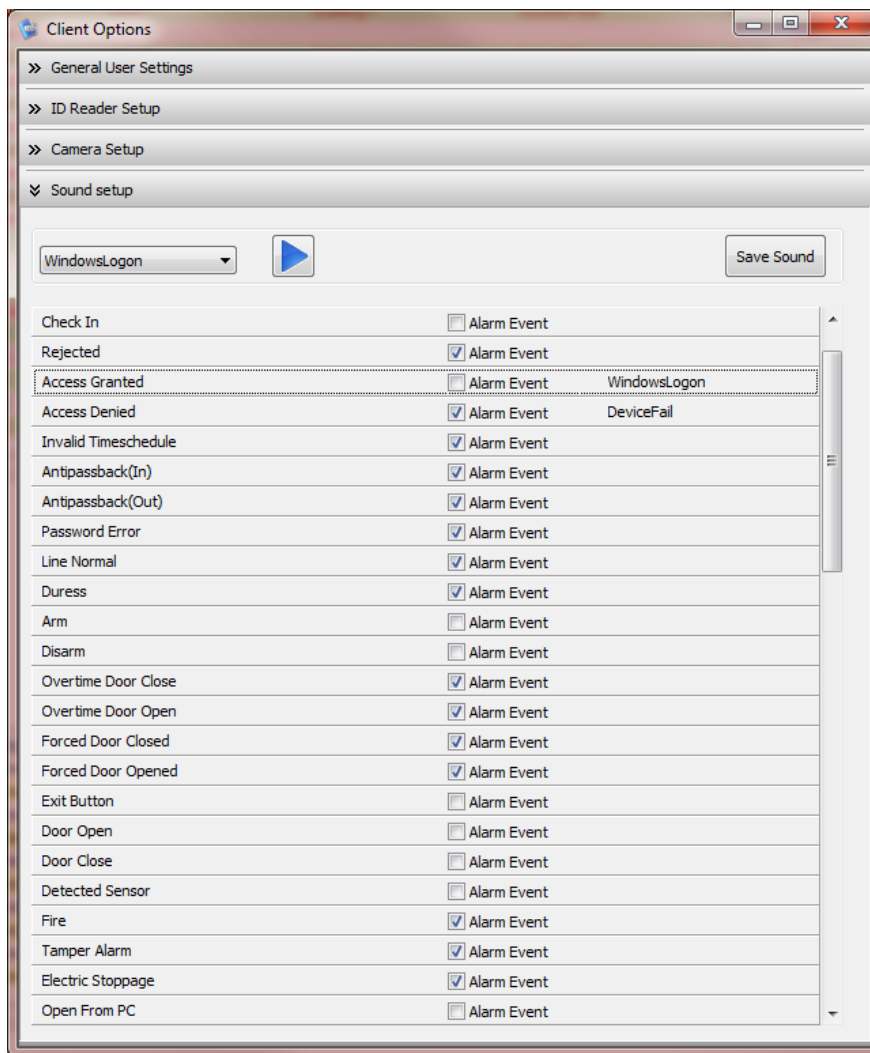
E-map function is usually used in companies , residential complexes , manufacturing enterprises or others where there is a 24 hour monitoring center. This function gives you the ability to create your own map of important zones and points from the building (object). On this map you can visualize and control every input and output from all controllers added to the hardware manager. For example if you have connected all sensors to one controller iCON 160 you can visualize alarm sensors, door sensors, 1-W sensors for temperature, moisture, pressure or other inputs and outputs. Also you can see status of the alarm zones, you can activate or deactivate alarm, you can unlock a door and a lot of others.



13. Sound notification

You no longer need to watch the monitor permanently. Now you have the ability to set up a sound notification for most important events. This function is usually used in monitoring control rooms where one person must look at many monitors at the same time. Go to **Setup** and select **Client options**. Choose **Sound setup**. Then you will see the picture shown below. Mark each event which you want to make a sound on your computer. Choose a sound notification from the list

and **Save sound**. Now if you have speakers connected to your PC when an event is generated the selected sound is going to play.



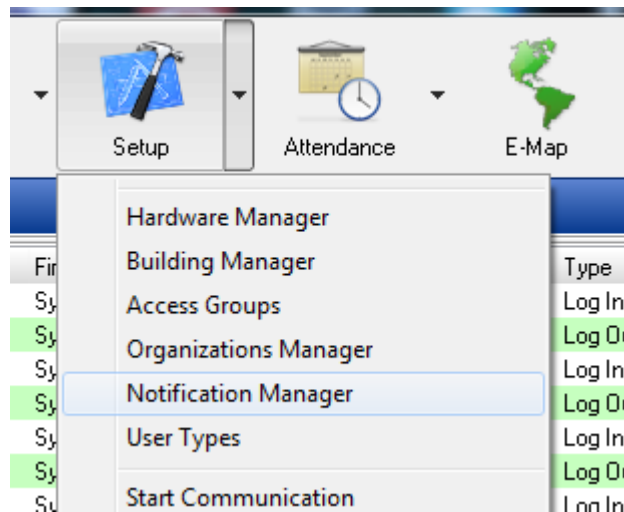


14. Automatic sending of events

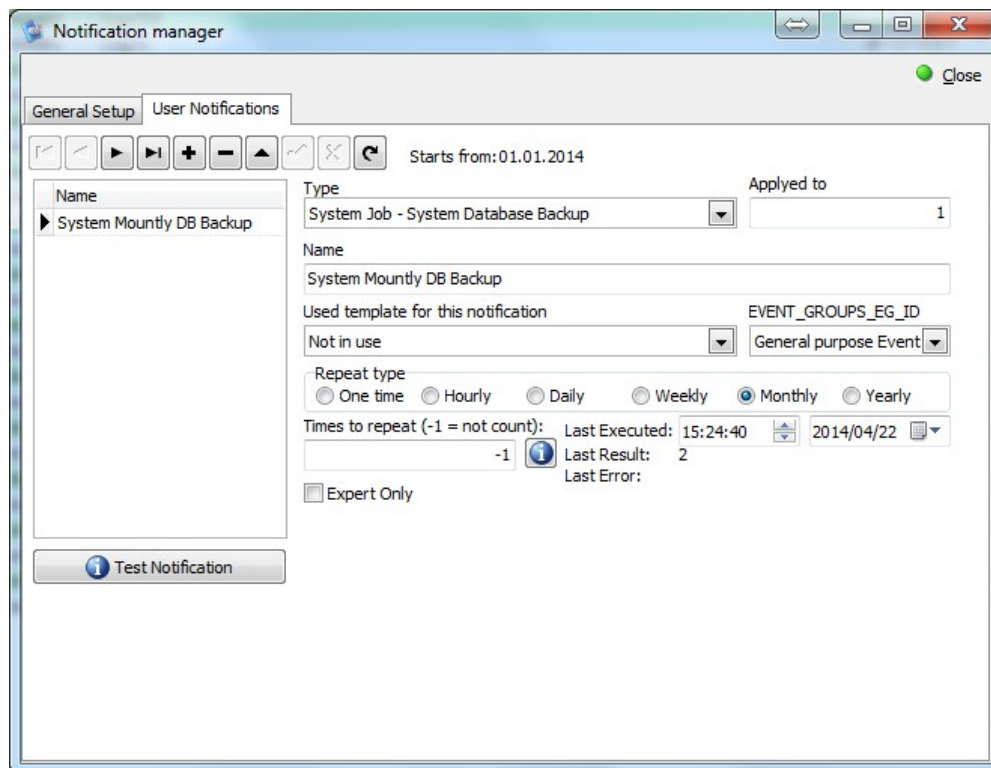


This function allows you to send automatically data from predefined zones to a file server which is connected to the network. The sending is done cyclic for a time period which is convenient for you.

You can set this function by selecting **Setup - Notification manager**.



A new window will open for setting the Notification manager.



15. Vending setup

Select **Setup** then **Vending setup**. A new window is going to show up. Give a name to your vending machine and a name for your warehouse. Set the number of the **trays**. This is the number of the defferent products which are sold in the vending machine. Set up **scale factor** number.

Real Time Events		
Date/Time	Fi	Type
25.06.2014 11:24:54	Ar	Log
25.06.2014 10:52:44	Лк	Ven
25.06.2014 10:52:38	Лк	Ven
25.06.2014 10:35:42	Лк	Ven
25.06.2014 10:35:33	Лк	Ven
25.06.2014 10:14:11	Пл	Ven
25.06.2014 10:14:06	Пл	Ven
25.06.2014 10:13:50	Пл	Ven
25.06.2014 10:13:20	Ar	Log
25.06.2014 10:12:53	Ar	Log
25.06.2014 10:12:30	Пл	Ven

Date/Time	Value	Unit
25.06.2014 10:52:44		
25.06.2014 10:35:42		
25.06.2014 10:14:12		
25.06.2014 09:44:57		

Hardware Manager
Building Manager
Access Groups
Organizations Manager
Notification Manager
User Types
Start Communication
Stop Communication
Client Options
Server Options
Vending Setup
Products Setup
Tray Setup
Warehouse Setup
Receipt Setup

Vending Setup

Cancel OK

Name	Warehouse	Trays	Scale Factor	Active	Mode
Vending - (1)	WH for Vending - (1)	72	5	<input checked="" type="checkbox"/>	Price Holding

Navigation buttons: Home, Back, Forward, Next, Previous, Refresh, Close, Repeat

Vending Products Setup

Cancel OK

Product Name	Price	CU...	Active	Unit
▶ Еспресо	0	Лева	<input checked="" type="checkbox"/>	pcs
Дълго еспресо	0		<input checked="" type="checkbox"/>	pcs
Кафе със сметана	0		<input checked="" type="checkbox"/>	pcs
Капучино	0		<input checked="" type="checkbox"/>	pcs
Капучино с шоколад	0		<input checked="" type="checkbox"/>	pcs
Чай	0		<input checked="" type="checkbox"/>	pcs
Топъл шоколад	0		<input checked="" type="checkbox"/>	pcs
Топло мляко	0		<input checked="" type="checkbox"/>	pcs

Navigation buttons: [Back] [Forward] [Home] [End] [Add] [Subtract] [Up] [Down] [Refresh] [Close] [Reset]

Vending-Tray-Product Setup

Vending - (1)

VEN_NAME	Tray	Product	Price	Currency
Vending - (1)	1	Еспресо	0,3	Лева
Vending - (1)	2	Дълго еспресо	0,3	Лева
Vending - (1)	3	Кафе със сметана	0,4	Лева
Vending - (1)	4	Капучино	0,5	Лева
Vending - (1)	5	Капучино с шоколад	0,6	Лева
Vending - (1)	6	Чай	0,3	Лева
Vending - (1)	7	Топъл шоколад	0,5	Лева
Vending - (1)	8	Топло мляко	0,4	Лева
Vending - (1)	9		0	
Vending - (1)	10		0	
Vending - (1)	11		0	
Vending - (1)	12		0	
Vending - (1)	13		0	
Vending - (1)	14		0	
Vending - (1)	15		0	
Vending - (1)	16		0	
Vending - (1)	17		0	
Vending - (1)	18		0	
Vending - (1)	19		0	
Vending - (1)	20		0	
Vending - (1)	21		0	
Vending - (1)	22		0	
Vending - (1)	23		0	
Vending - (1)	24		0	

Navigation buttons: Back, Forward, Home, Add (+), Subtract (-), Up, Down, Refresh, Cancel, OK



Expect our instruction updates on the same link !