

User Manual FaceKiosk-H13 Series

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English

Thank you for choosing our product. Please read the instructions carefully before operation. Follow these instructions to ensure that the product is functioning properly. The images shown in this manual are for illustrative purposes only.



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If there is any issue related to the product, please contact us.

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About the Company

ZKTeco is one of the world's largest manufacturer of RFID and Biometric (Fingerprint, Facial, Finger-vein) readers. Product offerings include Access Control readers and panels, Near & Far-range Facial Recognition Cameras, Elevator/floor access controllers, Turnstiles, License Plate Recognition (LPR) gate controllers and Consumer products including battery-operated fingerprint and face-reader Door Locks. Our security solutions are multi-lingual and localized in over 18 different languages. At the ZKTeco state-of-the-art 700,000 square foot ISO9001-certified manufacturing facility, we control manufacturing, product design, component assembly, and logistics/shipping, all under one roof.

The founders of ZKTeco have been determined for independent research and development of biometric verification procedures and the productization of biometric verification SDK, which was initially widely applied in PC security and identity authentication fields. With the continuous enhancement of the development and plenty of market applications, the team has gradually constructed an identity authentication ecosystem and smart security ecosystem, which are based on biometric verification techniques. With years of experience in the industrialization of biometric verifications, ZKTeco was officially established in 2007 and now has been one of the globally leading enterprises in the biometric verification industry owning various patents and being selected as the National High-tech Enterprise for 6 consecutive years. Its products are protected by intellectual property rights.

About the Manual

This manual introduces the operations of the FaceKiosk-H13 Series.

All figures displayed are for illustration purposes only. Figures in this manual may not be exactly consistent with the actual products.

Features and parameters with \star are not available in all devices.

Document Conventions

Conventions used in this manual are listed below:

GUI Conventions

For Software			
Convention	Convention Description		
Bold font Used to identify software interface names e.g. OK , Confirm , Cancel .			
>	Multi-level menus are separated by these brackets. For example, File > Create > Folder.		
	For Device		
Convention	Description		
<>	Button or key names for devices. For example, press <ok>.</ok>		
[]	Window names, menu items, data table, and field names are inside square brackets. For example, pop up the [New User] window.		
1	Multi-level menus are separated by forwarding slashes. For example, [File/Create/Folder].		

Symbols

Convention	Description
	This implies about the notice or pays attention to, in the manual.
?	The general information which helps in performing the operations faster.
*	The information which is significant.
٢	Care taken to avoid danger or mistakes.
	The statement or event that warns of something or that serves as a cautionary example.

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1 <u>Overview</u>

FaceKiosk-H13 Series is a multi-purpose smart face recognition device with an Android operating system. It provides the best solution for various enterprise requirements such as Visitor self-service, Conference display, e-learning classes, and so on. The installation is very simple, and its compact structure makes it best-fit in any working environment.

1.1 Specifications

FaceKiosk-H13					
Feature	FaceKiosk-H13A	FaceKiosk-H13C	FaceKiosk-H13C [TD]		
Visitor Records Capacity	100000	100000	100000		
Facial Templates Capacity	10000	10000	10000		
Waterproof IP Rating	IP65	-	-		
Dimensions	323*268*25mm (L*W*H)	354*50*1420mm (L*W*H)	354*50*1420mm (L*W*H)		
Hardware Modules	IC Card, Fingerprint Scanner, Ticket Printer, QR Code Scanner	IC Card, Fingerprint Scanner, Ticket Printer, QR Code Scanner	IC Card, Fingerprint Scanner, Ticket Printer, QR Code Scanner, Temperature Detection module		
CPU	ARM Cortex-A53 64-bit eight-core processor				
Operating Frequency	cy 1.8GHz				
Operating System	stem Android 9.0				
RAM		2GB DDR3			
ROM		16GB			
Ports	1*RJ45, TF ca	ard slot, 1*Video Out Port, I	RS232/485, USB		
Images					

1.2 Installation Set-up

1.2.1 Safety Precautions

- Keep the device away from water or dampness. Prevent the entry of water or moisture into the kiosk's chassis.
- Make sure the device room is well ventilated and keep the kiosk's ventilation vents clear of obstruction.
- Make sure that the operating voltage is the same as labeled on the kiosk.
- Do not open the chassis when the kiosk is operating or when electrical hazards are present to avoid electrical shocks.

1.2.2 Installation Environment

The device shall be installed indoors, and adequate clearance shall be reserved for heat dissipation at the inlet/exhaust air vents.

Feature	Description
Operating Temperature	0°C to 50°C
Operating Humidity	<90% RH
Storage Humidity	20% to 90% RH

Body Temperature Detection Specifications (FaceKiosk-H13C [TD] only)

Feature	Description
Detection Acrosts	Mask Detection
Detection Aspects	Body Temperature Detection
Temperature Measurement Distance	30 to 50cm (1 to 1.64ft)
Temperature Measurement Accuracy	±0.3°C (±0.56°F)
Temperature Measurement Range	34°C to 45°C (93.2°F to 113°F)

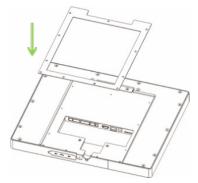
1.2.3 Installation Procedure

Please make sure that the Kiosk is installed as per the installation instructions. You should contact the agent for permission if you would like to open the chassis. Otherwise, you will bear any consequences of your actions.

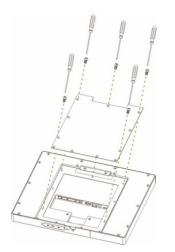
Wall Mounted FaceKiosk-H13A:

Before installation, connect the wire to the device and pass it on through the lower opening of the device.

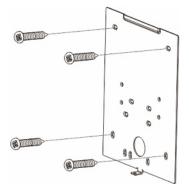
1. Align the back plate with respect to the screw holes on the back of the device.



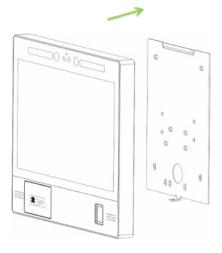
2. Secure the plate with screws (11 pcs) to the back of the device



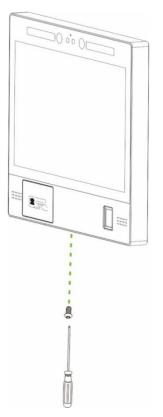
3. Ensure that the rear panel is mounted on the wall at a desirable height. Drill the holes on the wall and fix the rear panel with screws.

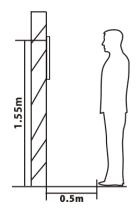


4. Affix the device to the rear panel.



5. Secure the device and the rear panel with a screw at the bottom.

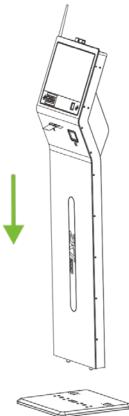




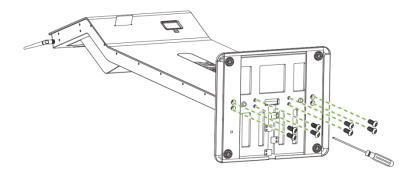
The recommended distance from the camera to the ground is 155cm. The recommended distance from the person to the device is 50cm (applicable height range is 150cm to 180cm). If the person's height is not within this range, it is possible to move the front and rear positions accordingly.

Floor Mounted FaceKiosk-H13C[TD]:

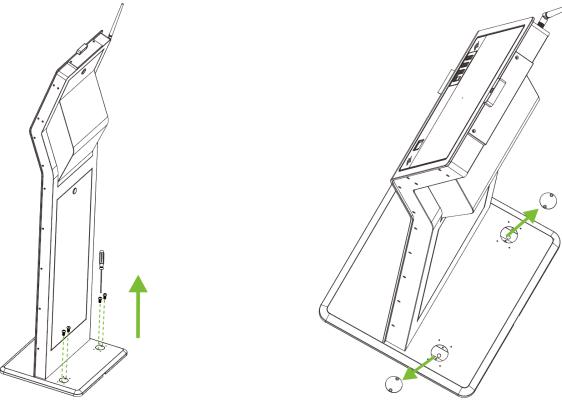
1. Open the device box, remove the Device and the base. Insert the device into the corresponding base slot.



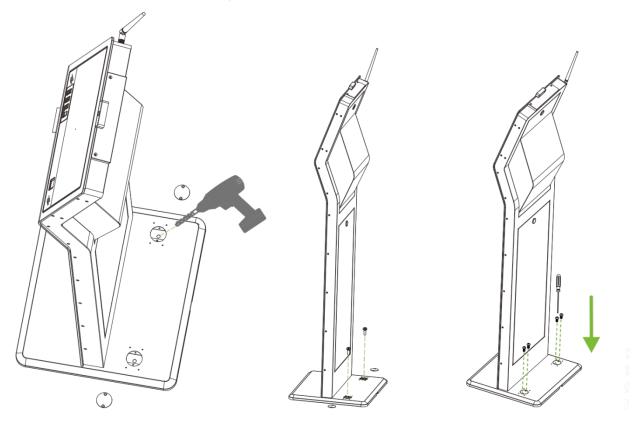
2. Gently recline the device horizontally and secure the device to the base with the screws (8 pcs) from the bottom of the base.



3. Place the device in the right position and remove the four screws that secure it to the base, remove the metal cover.

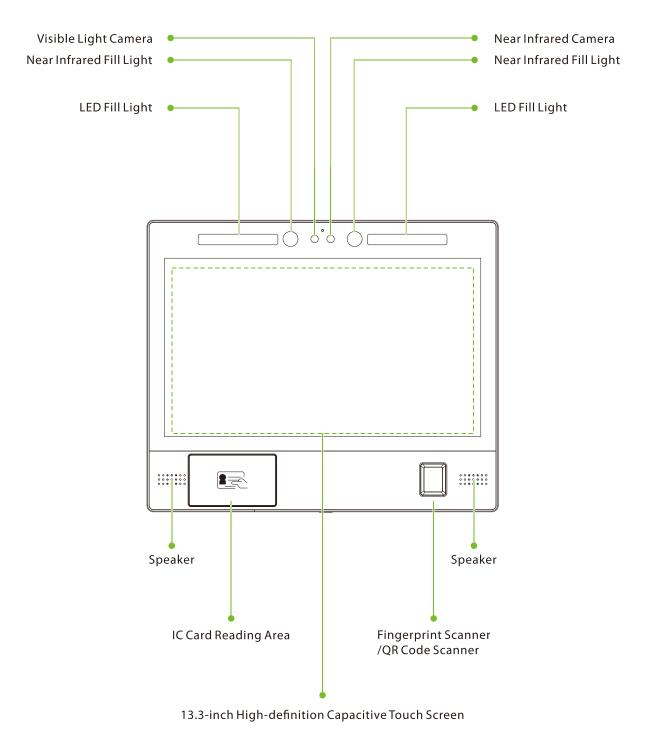


4. Drill holes with an electric drill, implant two screws into the ground to fix the device, then cover back the metal cover, and finally tighten the four screws.

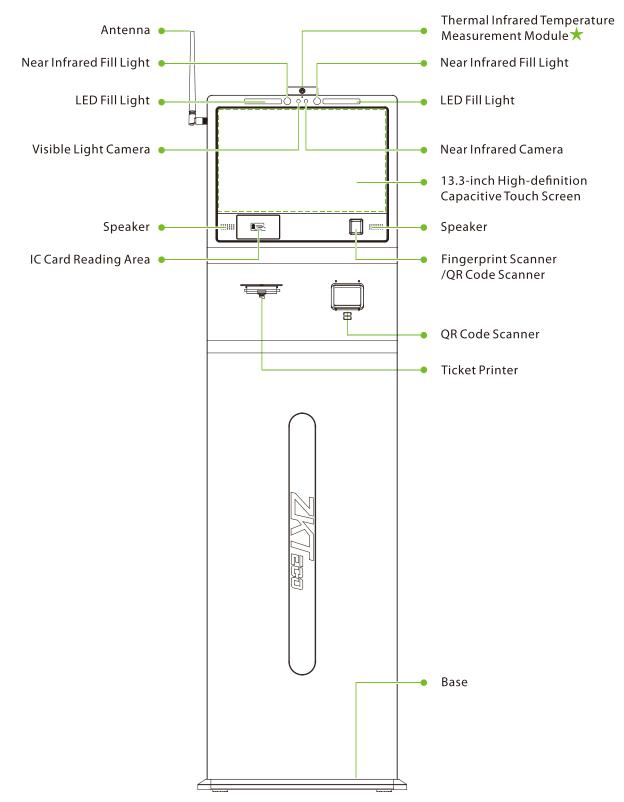


1.3 Product Appearance

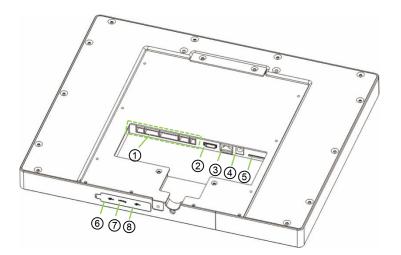
FaceKiosk-H13A



FaceKiosk-H13C/ FaceKiosk-H13C[TD]



1.4 Product Interface



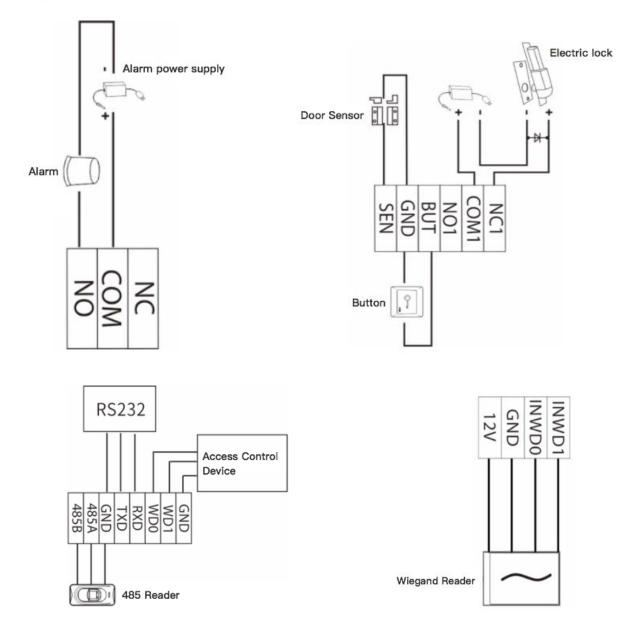
1	Connecting Terminal	5	SIM Card Slot
2	Video Out Port	6	USB Port
3	Network Port	Ø	Reset Button
(4)	Power Interface	8	USB Port

1.5 Device Connection

On the back of the device, there are five rows of slots, which are J1, J2, J3, J4, and J5 from left to right. J1 is connected to the alarm, J2 is connected to the door, J3 is connected to the external device, J4 is connected to the Wiegand input, and the J5 is the power output port reserved for a Printer.



Diagram



2 Home Screen and Main Menu

The home screen is divided into the following sections:



Title bar: Displays Date and Time, Software status, the Name of the device, QR Code, Language switch, and the Main menu button.

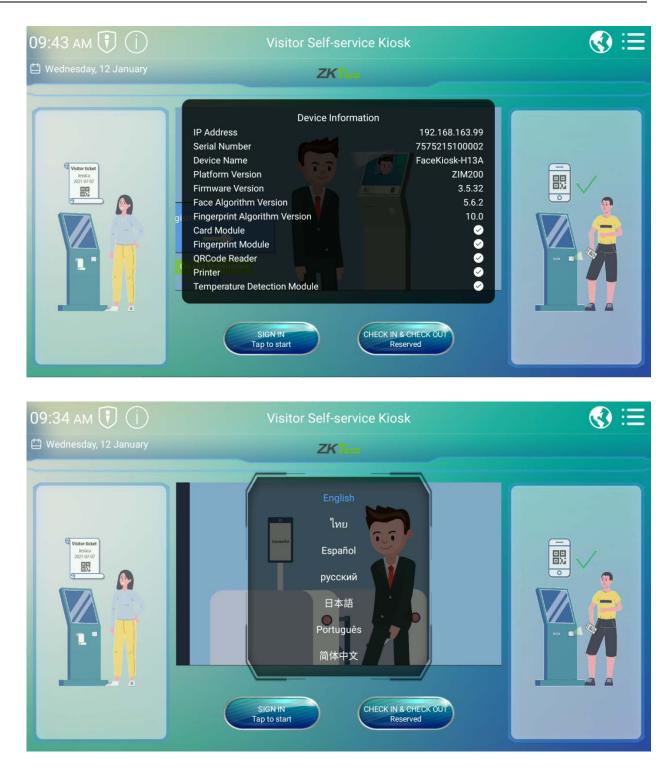
Description of Icons in Home screen:

- **Software Server:** The status of the connection between the device and the server, if the connection is not successful, a red flag will be displayed.
- **Device Information:** Tap on \square to view the device information and the hardware module connection status.
- **QR Code:** Tap on to open the QR Code self-registration .
- Language: Tap on to change the software language. The device supports English, Thai,

Latin Spanish, Russian, Japanese, Portuguese and Chinese.

- Main Menu: Tap on 🛄 to open the Main menu.
- Sign in: Tap on Tap to start to register visitors operation.
- Check in/Check out: Tap on

to check in or check out a visitor.



3 Visitor Registration Process

3.1 Visitor Sign In

Tap **SIGN IN** to start the visitor registration process.



3.1.1 Privacy Protection Policy

Before starting the registration process, the user may choose to skip the face registration process for privacy purposes. But by then, the user will not continue to use any facial recognition services, including Identity Match, Facial recognition check out, etc.

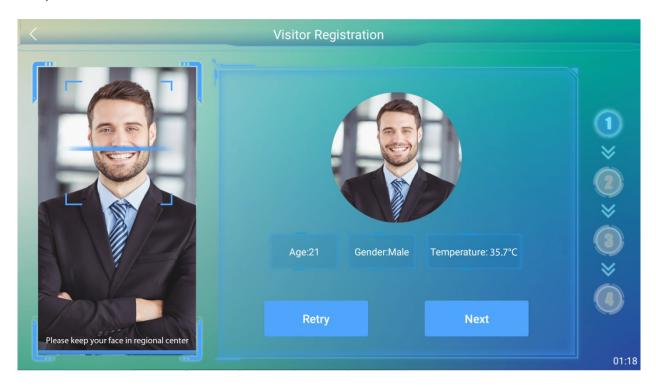
Visitor Registration
Privacy Protection Policy
Our service provider attach great concern to your privacy and deeply understand the importance of privacy. Before entering next process, please carefully read this Policy, and your agree of the Policy are regarded as the acceptance of this Policy, and the acceptance of storage, use or transferring of your information according to this Policy. Or you can choose to skip the step of face registration for your privacy concern. But you will not continue to accept of any services about facial recognition by then, which includes Identity Match, Facial recognition check out etc. The specific detail of privacy protection policy as below:
 Collected Information When you use visitor self services, we shall collect your personal and non-personal information based on the purposes and methods mentioned in this Policy. Personal information refers to the data related to the specific natural person and clear identifies the specific natural person, which includes, but not limited to, name, mail address, telephone number and mailbox address personal information etc. Collection Method When you commence visiting with our service, you voluntarily provide your personal information. When you commence visiting with our service, you voluntarily provide your detailed personal information and non-personal information, and confirm that your provided information is authentic and valid. When you commence visiting with our service, you we save contact information. The products, we save contact information. When you commence visiting with our service, soure to provide your detailed personal information and non-personal information, and confirm that your provided information is authentic and valid. When you commence visiting with our service, soure contact information. There also may be your information in mail delivery notifications for analysis or confirmation of your status. We shall delivery information via your devices for the convenience to notify you in case of any situation. Usage Investigating error upon your delivery of error details. Synchronizing your uploaded data and executing data required for uploading and downloading. Edition information Edition information
In the premises that your submitted information is authentic and valid, we shall maintain the preciseness and integrity of personal information, and update the personal information in time. In order to apply to related laws, You may (I) be authorized to access to your specific personal data awned by us; (II) request us to update or correct your incorrect personal data; (III) reject us to use your personal data; and (IV) request us to delete your personal data. 5. Personal Information Protection Our service provider highly concerns the safety of your personal data, if your personal information is disclosed due to force majeure or reasons non-relevant to us, or is stolen, you agree that we disclaims responsibility for any loss.
Skip Face Registration
01:37

3.1.2 Face Registration

Visitors will register their faces and the recognized gender will be displayed. If the temperature \star

screening function is turned on, the body temperature★ will be detected at the same time. After the

registration process is successful, Tap **Next**. If the registration fails or you need to re-register, tap the **Retry** button.



3.1.3 Declaration of Health Information

Visitors must complete the health information declaration. If the visitor has had a temperature **★** test,

the temperature \star value will be returned automatically. The next step can only be processed after the agreement is acknowledged. This function can be turned on or off in the Visitor Parameter.

<	Visitor Registration	
	 Declaration of Health Information 	 1 ≥ 2 ≥ 2 ≥ ≥ ≥
- Cana and -		01:30

3.1.4 Visitor Information

The visitor must register the detailed information including Certificate Type (required), Certificate Number (required), First Name (required), Last Name, Phone Number (required), Company, Gender (required), Visit Purpose (required, issued by the software), Vehicle License Plate, E-mail address (required), and Carrying goods. Tap **Next** to proceed further.

Certificate Type	Who are you	J ? ficate Number	
National ID Card	V		
 First Name 	Last Name	Gender	
		Male	
Visit Purpose	• Phor	ne Number	
Company	Vehi	cle License Plate	
• Email	Carri	ving Goods	
	Next		

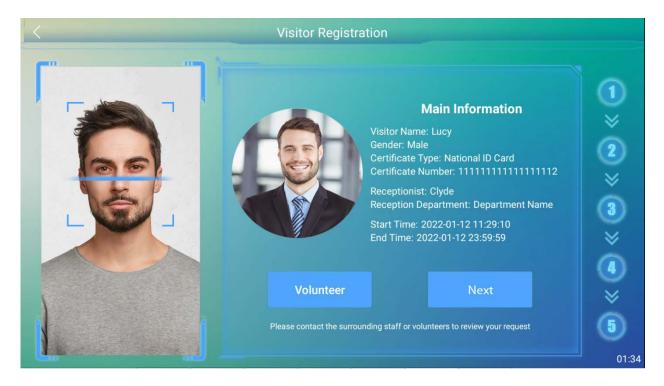
3.1.5 Host Information

The visitors may enter the First Name of the host to get the complete information automatically. Set the Visit Date, Start Time, and End Time (default is 23:59:59 of the day).

<	Visitor Registration	
۲ T	Who are you visiting? • First Name:	
	 Department: Visit Date: 2022-01-12 Start Time: 11:08 End Time: 	• • • • • • • •
LJ	23:59 Submit	01:37

3.1.6 Volunteer Audit

The visitor should contact a volunteer to review the visitor registration information. Once the volunteer tap **VOLUNTEER** and the verification is successful, tap **NEXT**.



3.1.7 Complete Registration

After the Volunteer approves the registration, the visitor will enter the last interface. Tap **Finish** to check the status of the review on the home screen. If no software review is required, the device will enter the **CHECK IN&OUT** interface directly for the visitor to check-in.



3.2 Visitor Query

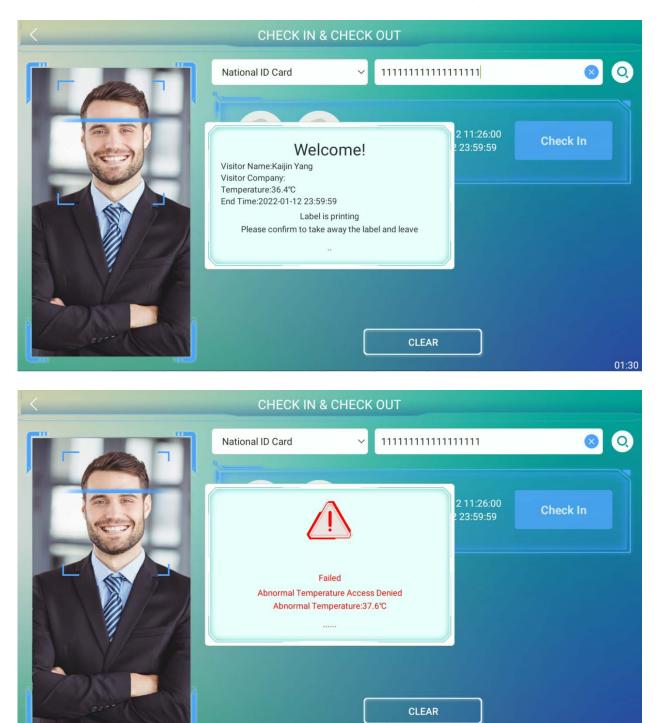
The CHECK-IN &CHECK-OUT interface supports 4 methods for querying visitor records including Certificate number, driver license, passport and others.

<	CHECK IN &	CHECK OUT	
	National ID Card	~ 111111111111111	8 0
	Kaijin Ciyde	End Time: 2022/01/12 23.39.39	Check In
		CLEAR	01.40

3.3 Visitor Check-In

Tap **Check-In** on the CHECK-IN & CHECK-OUT interface after successfully registering the visitor information. If the device supports body temperature detection \star , it will detect the temperature \star .

Only if the detected temperature \star is lesser than the threshold temperature \star check-in will be successful. Otherwise, the visitor cannot check-in, and an alarm will be triggered.



01:32

<	CHECK IN &	CHECK OUT		
	National ID Card	~ 111111111	1111111	0
	Paper out, please ad	iled Id paper to the printer 	2 11:26:00	Check In
				01:32

The visitor check-in will also fail when the printer runs out of paper while printing a visitor ticket.

3.4 Visitor Check Out

Tap **Check-Out** on the CHECK-IN &CHECK-OUT interface and the access privilege of the visitor will be deleted after check-out.

<	CHECK IN & CHECK OUT	
	National ID Card > 1 DESTIMATE: Destination of the set of the s	() 16:34:51 13:59:59 12:16:34:51 Check Out

4 Main Menu

Tap on 🛅 to open the Main menu.

Note: If the Super Administrator is not registered for the device, then tap 🔚 to access the main

menu. If the device has a Super Administrator, then his/her verification is required to access the main menu. For security purposes, it is advisable to register the Administrator while using the device for the first time.

<	System Settings	999s
User Management	© Communication Settings	>
	Common Settings	>
AD AD Settings	Oetection Settings	>
Record Search	🐯 Biometric Settings	>
	Access Control Settings	>
Data Management	P Visitor Settings	>
Custom Cattings	Personality Settings	>
System Settings	B Security Privacy Setting	>
System Information		

Menu	Function
User Management	Enables to view, add, edit, search and delete the basic user or search and view visitor details.
AD Settings	Plays the Advertisement, sets the advertising pictures, video resolution and advertising server, etc.
Record Search	Displays visitor and operation records.
Data Management	Data management includes cycling delete visitor, cycling delete visitor record, cycling delete operation record, clear data, backup and restore, U disk management.
System Settings	To set the parameters related to the system, including communication, common, detection, biometric, access control, visitor, personality and security privacy, etc.
Syetem Information	To view Data Capacity and Device and Firmware information of the current device.

5 User Management

Open the main menu and select **User Management**. The user list displays the basic information of all the users, including their names, user ID's, user photo and verification mode as shown in the below image:

<	User List Visitor List		Ú	1 + 940s
User Management	Please enter your name or User ID		Q AII	~
	Face Template:1 Users:3 Fingerprint Template:3			
AD AD Settings	y y	0		1210558
	Clyde Jame	1		1
Record Search	Mike	0		2
Data Management				
System Settings				
System Information				

Tap **Visitor List**. The visitor list displays the basic information of all the visitors, including their names, user ID's, and images, as shown in the below image:

<	User List Visitor List	982s
User Management	Please enter visitor's name for search Face Template:0 Visitor Number:1	Q
AD AD Settings	(Intersection) Kaijin Yang 18888888888	80000015
Record Search		
Data Management		
System Settings		
System Information		

5.1 Add an Employee

\frown	ID	
(\mathbb{A})	First Name	
	Last Name	
The Facial Registration	Authority	Normal User
The Facial Registration	User Type	Normal
((CANCEL	STEP
(CANCEL	STEP
	CANCEL	STEP

Tap **Visitor List**. Tap + on the top right corner to add a new user as shown in the below image:

- **ID:** Enter the Employee ID. It supports 1 to 10 digits by default. The message "Duplicated ID, please enter again." indicates that the ID number you have entered is already being used. Please enter a different ID.
- **Username:** The username refers to the Employee's Name, please enter your first name and last name.
- **Authority:** It includes the Normal User and Super Admin. After configuring a Super Admin, super admin verification is required to access the main menu. Super Admin can set up a password maximum of 6 digits.

<	New User	
The Facial Registration	ID First Name Last Name Authority User Type Normal User Super Admin	• • Normal User > Normal >
CAN	CEL NEXT STEP	
05:28 PM 🚺 📋	Visitor Self-service Kiosk	B∰ 🔇
Image: Sector description		

• **User Type:** It includes normal User, VIP, Blocklist and Volunteer. The Volunteers will assist the approval process for visitor registration.

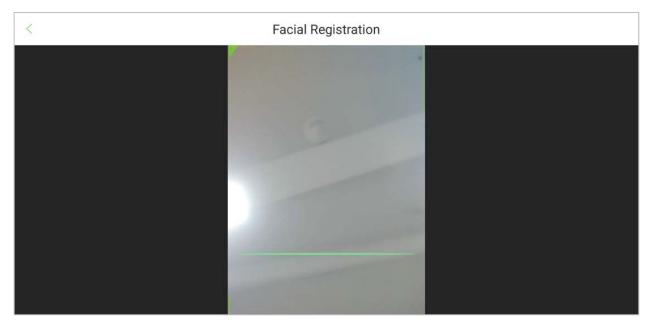
<		New User			
	3 Lucy Luo				
The Facial Registration	Authority User Type	Normal VIP Blocklist		Normal User Normal	
	CANCEL	Volunteer	NEXT STEP		

• **Verification Method:** After entering the employee's basic information, tap **Next** to select the verification method.

<	New User	
	Complete	

Facial Registration:

Tap the victor and then stand in the monitoring area. The registration is successful when the user's face is identified, and the photo will be saved.

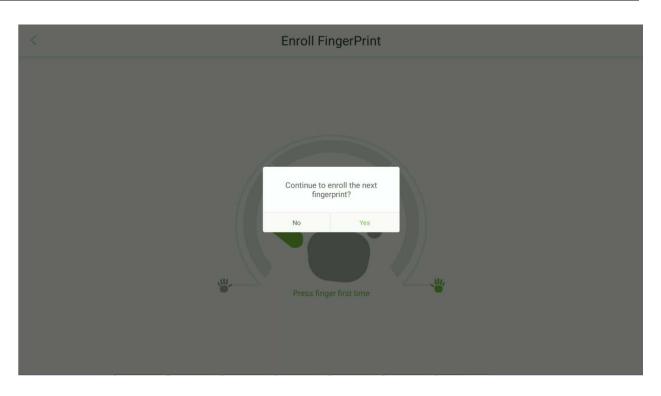


Fingerprint Registration:

Tap the view icon to open the fingerprint registration page. Press your finger to register the fingerprint.

< Enroll FingerPrint	
Press finger first time	

- Press your finger repeatedly until you see a green indicator that indicates a successful registration. If you press different fingers on the fingerprint scanner on successive verifications, the prompt "Please enroll same finger" appears on the screen.
- Once the fingerprint has been registered successfully, a dialog box appears as "Continue to enroll the next fingerprint?". Tap Yes to register the next fingerprint, or No to return to the fingerprint registration page.



Card Registration:

Tap the icon to open the card registration page. Place your card close to the card swiping area.

<	Enroll Card Number
	Please swipe card
	Save

5.2 Delete an Employee

- Tap the ¹¹icon on the top right corner to initiate the deletion process.
- Select the employee to be deleted and tap the **t**icon.

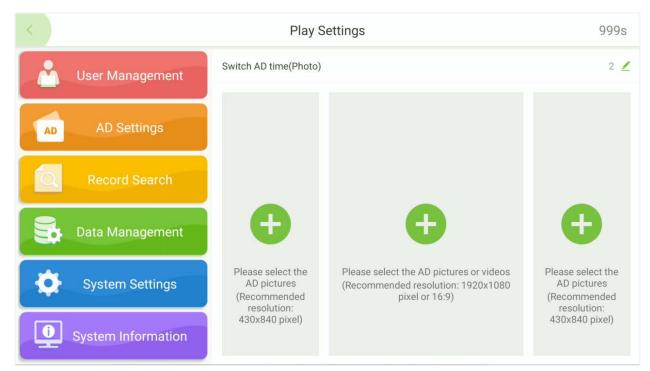
<	User List Visitor List			\times	+ 993s
User Management	Please enter your name or User ID		C		~
AD AD Settings	Face Template:1 Users:4 Fingerprint Template:6	0			1210558
	 Olyde Jame 	10			1
Record Search	O 👤 Mike	1			2
Data Management	 Lucy Luo 	0			3
System Settings					
1 System Information					
<	User List Visitor List			×	+ 998s
User Management	Please enter your name or User ID		С		×
	Face Template:1 Users:4 Fingerprint Template:6				
AD AD Settings	• <u>•</u> •				1210558
	Delete the selected user?				1
					3
Data Management	Cancel OK				
System Settings					
System Information					

6 AD Settings

Open the main menu and select **AD Settings**. There are Normal AD mode and ZKBioMedia mode, please choose one of them. Once selected, open the Play Settings under this mode to set the ad-related parameters.

<	AD Settings	995s
User Management	Normal AD Mode	
	ZKBioMedia Mode	
AD AD Settings		
Record Search		
Data Management		
System Settings		
i System Information		

Normal Mode:



ZKBioMedia Mode:

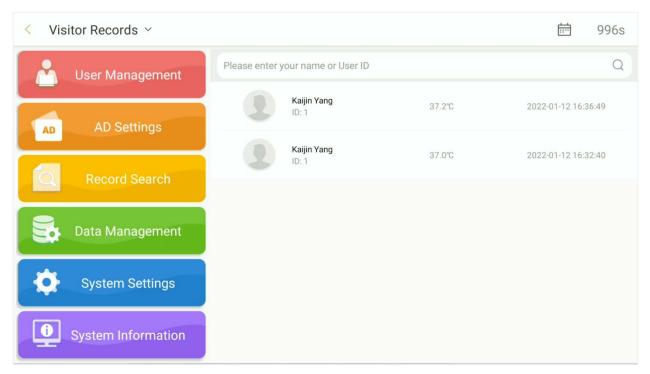
<	Play Settings	998s
User Management	Server IP	0.0.0.0 💆
	Server Port	0 🖊
AD AD Settings	Download Port	0 💆
Record Search		
Data Management	Connect Test	
System Settings	(Recommended resolution: 1920x860 pixel)	
i System Information		

7 <u>Record Search</u>

Open the main menu and select **Record Search**. Search the required records in the Facekiosk device.

7.1 Visitor Record

Select **Record Search** \rightarrow **Visitor Records** to view all the visitor records in the device. Tap $\stackrel{\text{les}}{=}$ to filter the records accordingly as shown below:



7.2 Operation Record

Select **Record Search** \rightarrow **Operation Records** to view all the operation records in the device. Tap is to filter the records accordingly as shown below:

< Visitor Records ~			蒄 998s
Visitor Records ment	Please enter your name or User ID		Q
Operation Records AD AD Settings	Kaijin Yang ID: 1	37.2℃	2022-01-12 16:36:49
Record Search	Kaijin Yang ID: 1	37.0°C	2022-01-12 16:32:40
Data Management			
System Settings			
System Information			

< Operation Records $ \smallsetminus $		📅 877s
User Management	Please enter operator id or record id	٩
AD AD Settings	Record ID: 22 Operator ID: 1 Operation Detail: Modify user privilege 1	Operated Time: 2022-01-13 09:11:43
	Record ID: 28 Operator ID: 1 Operation Detail: Delete user 1210558	Operated Time: 2022-01-12 17:47:40
Record Search	Record ID: 20 Operator ID: 1 Operation Detail: Add user 3	Operated Time: 2022-01-12 17:39:08
Data Management	Record ID: 28 Operator ID: 1 Operation Detail: Delete user 3	Operated Time: 2022-01-12 17:38:47
System Settings	Record ID: 20 Operator ID: 1 Operation Detail: Add user 3	Operated Time: 2022-01-12 17:35:48
System Information	Record ID: 28 Operator ID: 1 Operation Detail: Delete user 3	Operated Time: 2022-01-12 17:33:39

8 Data Management

Open the main menu and select **Data Management**. Data management includes cycling delete visitor, cycling delete visitor record, cycling delete operation record, clear data, backup and restore, U disk management.

<	Data Management	996s
User Management	Cycling Delete Visitor	100 💆
	Cycling Delete Visitor Record	100 👱
AD AD Settings	Cycling Delete Operation Record	100 💆
Record Search	🔃 Clear Data	>
	Backup and Restore	>
Data Management	🖰 U Disk Management	>
System Settings		
i System Information		

<	Clear Data	881s
User Management	Delete Visitor Record	>
	Delete Admin Role	>
AD AD Settings	Delete Logo	>
Record Search	Delete AD Information	>
Hecord Ocuren	Delete Wallpaper Photos	
Data Management	Delete User Photo	
System Settings	Delete All Visitor	
	Delete All Data	
System Information		

<	Backup and Restore	999s
User Management	and the second se	and the second se
AD AD Settings		
Record Search	09	
	Data Backup	Data Restore
Data Management	Backup Content	All Data
System Settings	Backup Path	Local Backup 🖌
<	U Disk Management	996s
User Management	Contraction of the second se	and the second se
AD AD Settings	00	D/
Record Search		-
	USB Upload	USB Download
Data Management	Upload User Data	-

Menu	Function
Cycling Delete Visitor	Here, the user can set to delete the visitor details in the system when the memory is full. The default value is 0 which means the details must not be deleted. The range is 0 to 100.

Upload AD Photo

Upload AD Video

Upload Wallpaper

Upload Logo

Ô

0

System Settings

System Information

Cyclic Delete Visitor Record	When the visitor record memory is full, the user can set it to delete the oldest records. The default value is 0 which means the records must not be deleted. The range is 0 to 100.
Cycling Delete Operation Record	In order to retain sufficient memory of the device, set the threshold value of cyclic deletion of visitor records, when the visitor records reach the value will automatically delete all the visitor records in the device, valid values 0~100.
Clear Data	Select to delete relevant data on the device as needed.
Backup and Restore	Select to backup all data from the device or restore data to the device.
U Disk Management	Choose to upload USB your user data, AD photo, AD video, logo and wallpaper, etc. You can also download user data to USB.

9 System Settings

Open the main menu and select **System Settings**. System settings facilitate setting the system parameters based on the requirements.

<	System Settings	973s
User Management	Communication Settings	>
	Common Settings	>
AD AD Settings	Detection Settings	>
Record Search	Biometric Settings	>
Record Search	Access Control Settings	>
Data Management	P Visitor Settings	>
*	Rersonality Settings	>
System Settings	Security Privacy Setting	>
i System Information		

9.1 Communication Settings

To enable the communication between the device and the PC over a network, it is necessary to set the communication parameters on the device.

Tap **Communication Settings** on the **System Settings** interface to set the communication.

<	Communication Settings	995s
User Management	Wifi Setting	>
	Ethernet Setting	>
AD AD Settings	Software Server Setting	>
Record Search		
Data Management		
System Settings		
i System Information		

9.1.1 Wifi Setting

Open **Communication Settings** \rightarrow **Wifi** to set the Wifi parameters.

<	Wifi Setting	991s
User Management	Wireless Network	
AD AD Settings		
Record Search		
Data Management		
System Settings		
System Information		

9.1.2 Ethernet Settings

Open **Communication Settings** → **Ethernet** to set the LAN parameters.

<	Ethernet Setting	999s
User Management	Enable Ethernet	
	DHCP	Manual >
AD AD Settings	IP Address	192.168.163.99
Record Search	Subnet Mask	255.255.255.0
Record Search	Gateway Address	192.168.163.1
Data Management	DNS	114.114.114.114
*	TCP Comm. Port	4370 👱
System Settings		
() System Information		

Field	Description		
Ethernet	Enable/Disable the Ethernet connection.		
DHCP	Assigns dynamic IP Addresses to the network clients over a Server.		
IP Address	The default IP Address is 192.168.1.201.		
Subnet Mask	The default Subnet Mask is 255.255.255.0.		
Gateway Address	The default Gateway Address is 0.0.0.0.		
DNS	The default DNS Address is 0.0.0.0.		
TCP Comm. Port	Enter the TCP communication port.		

9.1.3 Server Settings

Open **Communication Settings** \rightarrow **Software Server Setting** to set the parameters for connecting the PUSH Server.

<	Software Server Setting	997s
User Management	Server Type	ZKBioSecurity 🟒
	Server Address	192.168.161.12 💆
AD AD Settings	Server Port	8098 👱
Record Search	Communication Port	8088 👱
	HTTPS	
Data Management		
System Settings		
System Information		

Field	Description	
Server type	Select the software you want to connect: ZKBioSecurity.	
Server Address	Set the IP Address of the software.	
Server Port	Set the Server Port of the software.	
Communication Port	Set the Communication Port of the software.	
нттрѕ	Support HTTPS Server connection.	

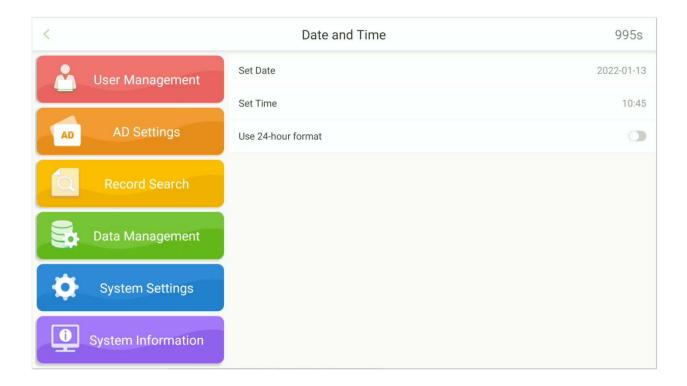
9.2 Common Settings

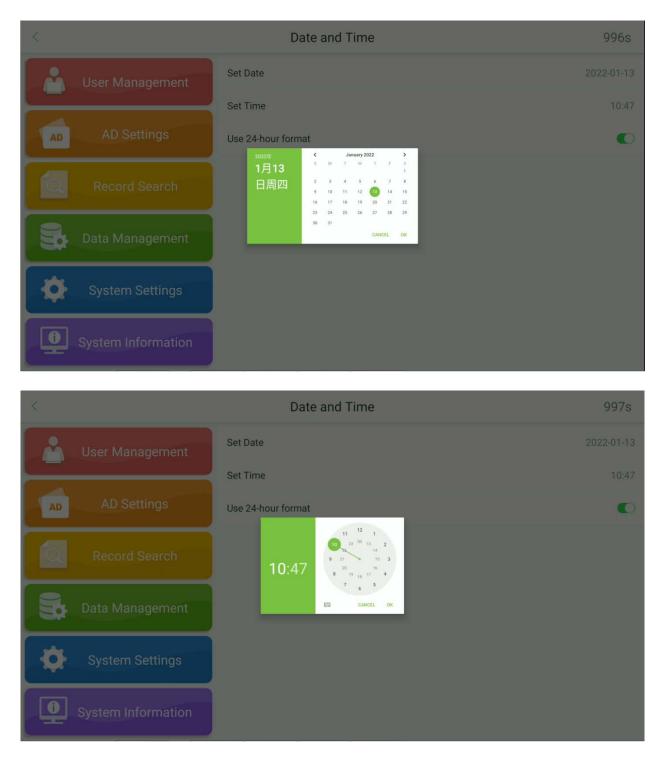
Tap **Common Settings** on the System Settings interface to set the common setting.

<	Common Settings	994s
User Management	Date and Time	>
	Restore All the Settings	
AD Settings	Exit	
Record Search		
Data Management		
System Settings		
System Information		

9.2.1 Date and Time

Open Common Settings → Date and Time.





- Set the Date, Month, and Year on the calendar and tap **OK**.
- Move the Hour and Minute hands to set the time and tap **OK**.

9.2.2 Restore All the Settings

Tap **Restore All the Settings** to restore all settings.

<	Common Settings	995s	
User Management	Date and Time		
	Restore All the Settings		
AD AD Settings	Exit		
Record Search	Are you sure you want to restore all settings?		
	Cancel OK		
Data Management	Cancel		
System Settings			
System Information			

9.2.3 Exit

Tap **Exit** will exit the software.

×	Commor	n Settings		996s
User Management	Date and Time			
AD AD Settings	Restore All the Settings	_		
Record Search	Are you s	ure to exit?		
Data Management	Cancel	ОК		
System Settings				
System Information				

16:39 🔏 🛎					\leftrightarrow
		٩	搜索应用		
U	1	elle	\$	(+)	8
电话	短信	录音机	设置	升级	通讯录
		0	i 🚔		
固库	文件	骁龙相机	WebView Browser Tester	ZKBioLobby	
		•	• •		

After exiting the software, Tap on ZKBioLobby and the program will re-enter.

9.3 Detection Settings ★

Tap **Detection Settings** on the System Settings interface to enter into detection management interface.

<	Detection Settings	836s
User Management	High Temperature Alarm	
	Abnormal Temperature Access Denied	
AD AD Settings	Low Temperature Threshold	32.0°C 🟒
Record Search	High Temperature Threshold	37.3°C 👱
Record Search	Temperature Unit	°C 👱
Data Management	Temperature Measurement Distance	Near ∠
*	Temperature Deviation Correction	0.0 👱
System Settings	Temperature Sensor Management	>
System Information		

Menu	Function
High Temperature Alarm	Based on the set high body temperature alarm threshold. When the temperature measured during verification is higher than the set value, the device will give a prompt and audio alarm.
Abnormal Temperature Access Denied	When the temperature detected is higher than the threshold value, the device will deny visitor check-in.
Low Temperature Threshold	If the temperature detected is lower than the set value, the data will be considered invalid and will not be included in the final temperature value.
High Temperature Threshold	When the temperature detected is higher than the set value, the device will trigger an alarm when the visitor checks-in, and the temperature result will be displayed in red.
Temperature Unit	Set the temperature unit as Celsius or Fahrenheit.
Temperature Measurement Distance	Set the temperature measurement distance as Close / Near / Far.
Temperature Deviation Correction	Set the compensation value of the temperature detection data. The deviation value can be positive or negative.
Temperature Sensor Management	Displays the MCU version of the temperature detection module.

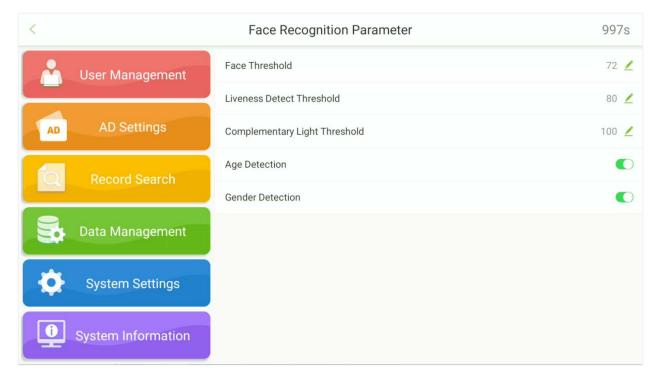
9.4 Biometric Settings

Tap **Biometric Settings** on the System Settings interface to enter into biometric settings interface.

<	Biometric Settings	997s
User Management	Face Recognition Parameter	>
	Fingerprint Parameter	>
AD AD Settings		
Record Search		
Data Management		
System Settings		
System Information		

9.4.1 Face Recognition Parameter

Open **Biometric Settings** → **Face Recognition Parameter**.



Menu	Function
Face Threshold	Set the level of similarity between the registered face templates and the verified one in the device. The default value is 72, and it ranges from 72 to 99.
Liveness Detection Threshold	A lower value leads to higher accuracy with a higher rejection rate. But the recognition speed will be influenced. The recommended value is 80, and it ranges from 0 to 99.
Complementary Light Threshold	It detects the ambient light brightness. When the brightness of the surrounding environment is less than the threshold, the complementary light is turned on. When the brightness is greater than the threshold, the complementary light is turned off. The default value is 100.
Age Detection	When this feature is turned on, the age of the face currently in front of the camera is display.
Gender Detection	When this feature is turned on, the gender of the face currently in front of the camera is display.

9.4.2 Fingerprint Parameter

Open **Biometric Settings** → **Fingerprint Parameter**.

<	Fingerprint Parameter	998s
User Management	1:1 Threshold	15 🖊
	1:N Threshold	35 👱
AD AD Settings	1:1 Repeat Times	3 🖊
Record Search		
Data Management		
System Settings		
System Information		

9.5 Access Control Settings

Tap Access Control Settings on the System Settings interface to set the access control.

<	Access Control Settings	997s
User Management	Lock Open Duration(s)	10 👱
	Door Sensor Delay(s)	10 🚄
AD AD Settings	Door Sensor Type	None >
Record Search	Door Sensor Alarm Delay(s)	30 👱
	Alarm	
Data Management		
System Settings		
i System Information		

9.6 Visitor Settings

Tap **Visitor Settings** on the System Settings interface to set the visitor registration.

<	Visitor Settings	997s
User Management	Visitor Registration QR Code	
	QR Code Address	http://192.168.161.12:8098/app/v1/visRes 🙎
AD AD Settings	Visitor information customization	>
Record Search	Visitor Registration Process Settings	Custom Registration Process >
	Print Settings	>
Data Management	Reset the Configuration Process	>
System Settings		
i System Information		

9.6.1 QR Code Settings

Tap C enable or disable QR Code visitor registration.

The users can set the URL address in two ways:

• Synchronize from Cloud Server

When you choose to synchronize from the Cloud Server, the QR code address will be retrieved from the background Server. After setting the Server, use your phone to scan the QR code on the home screen. The visitor registration screen will be displayed on the phone. The QR code displayed on the device will automatically obtain the device's serial number information.

Custom Address

While choosing the Custom Address mode, the user can enter a valid URL address as the QR code address. E.g.: <u>http://www.zkteco.com/en.</u>

Κ		Visitor Settings	996s
U.	ser Management	Visitor Registration QR Code	C
		QR Code Address	http://192.168.161.12:8098/app/v1/visRes 👱
AD		Visitor information customization	
		Visitor Registration Process Settings Synchronize from cloud server	Custom Registration Process >
		Print Settings Custom Address	
		Reset the Configuration Process	
	System Settings		
sy	stem Information		

<	Visitor Settings	998s
User Management	Visitor Registration QR Code	C
AD AD Settings	QR Code Address Visitor information customization	http://192.168.161.12:8098/app/v1/visRes 🖌
Record Search	Visitor Please enter the QR code address https://0.0.0.08081/app/v1/visRes	Custom Registration Process >
Data Management	Cancel OK Reset the Configuration Process	
System Settings		
System Information		

9.6.2 Visitor Information Customization

Open System Settings→Visitor Settings→Visitor Information Customization.

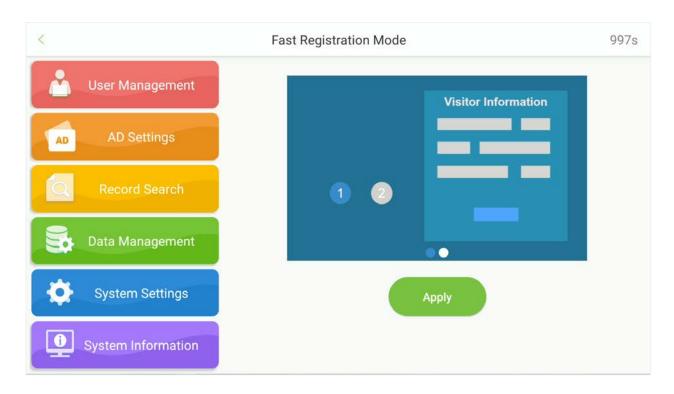
<		Visitor information customization	999s
U N	User Management	Company Name	
		Vehicle License Plate	
AD	AD Settings	Carrying Goods	
6	Record Search	Certificate Number	
		Email Address	
	ata Management		
¢	System Settings		
J sy	ystem Information		

9.6.3 Visitor Registration Process Settings

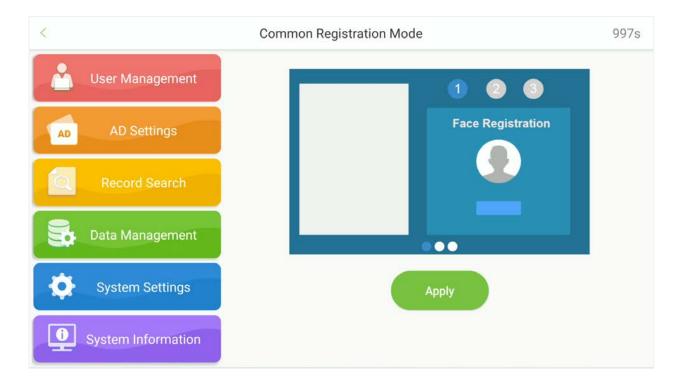
Open System Settings→Visitor Settings→Visitor Registration Process Settings.



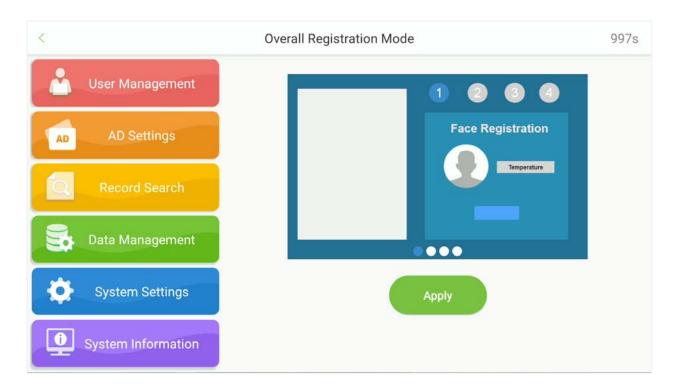
Fast registration mode:



Common registration mode:



Overall registration mode:



Custom registration Process:

<.	Custom Registration Process	996s
User Management	Volunteer Audit	٦
	Face Registration	
AD AD Settings	Temperature Screening with infrared	
Record Search	Declaration of Health Information	
C. Record Gearch	Host Information	
Data Management		
Austom Cottings		
System Settings	Apply	
System Information		

9.6.4 Print Settings

Open System Settings→Visitor Settings→ Print Settings.

<	Print Settings	998s
User Management	Print Visitor Ticket	
	Printing Logo	
AD AD Settings	Ticket Style	>
Record Search		
Data Management		
System Settings		
System Information		



9.6.5 Reset the Configuration Process

Open System Settings \rightarrow Visitor Settings \rightarrow Reset the Configuration Process to reset the configuration.

Ś			Visitor	Settings	998	S
		Visi	tor Registration QR (Code	•	D
		QR	Code Address		http://192.168.161.12:8098/app/v1/visRes	2
AD		Visi			1	
		Visi Prir		et the configuration cess?	Custom Registration Process	
		Res	Cancel	ок		
\$	System Settings					
•	System Information					

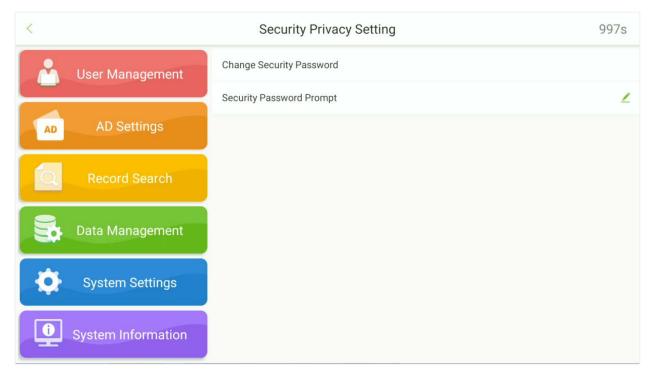
9.7 Personality Settings

Tap **Personality Settings** on the System Settings interface to set the personality.

<	Personality Settings	999s
User Management	Menu Timeout	999 🟒
	Main Interface Title	Visitor Self-service Kiosk 👱
AD AD Settings	Main Interface Logo	>
Record Search	Wallpaper	>
Data Management		
System Settings		
System Information		

9.8 Security Privacy Settings

Tap Security Privacy Settings on the System Settings interface to set the personality.



<	Security Privacy Setting	998s
User Management	Change Security Password Security Password Prompt	4
AD AD Settings		L
Q Record Search	Password (6 bit) Password (6 bit) New Password Repeat Password	
Data Management	Cancel	
System Settings		
System Information		
<	Security Privacy Setting	999s
< User Management	Change Security Password	
		999s 2
User Management	Change Security Password Security Password Prompt Security Password Prompt	4
LUSER Management	Change Security Password Security Password Prompt	
User Management AD AD Settings Image: Control of the set of the	Change Security Password Security Password Prompt Security Password Prompt	

10 System Information

Open the main menu and select **System Information** to view Data Capacity and Device and Firmware information of the current device.

<	System Information	999s
•	User Capacity	
🕺 🛄 User Management	Used 0	Total 500
	Admin User Capacity	
AD AD Settings	Used 0	Total 20
	Visitor Record Capacity	
Record Search	Used 2	Total 90000
Record Search	Operation Record Capacity	
	Used 17	Total 10000
Data Management	Fingerprint Capacity	
	Used 0	Total 5000
System Settings	Visitor Capacity	
	Used 7	Total 9500
	Card Capacity	
System Information	Used 0	Total 500

<	System Information	999s
User Management	Card Capacity Used 0	Total 500
AD AD Settings	Device Name	FaceKiosk-H13A
	Firmware Version	3.5.32
Record Search	Push Version	2.0.38
Data Management	Face Algorithm Version	5.6.2
	Fingerprint Algorithm Version	10.0
System Settings	Platform Information	ZIM200
	Serial Number	7575215100002
System Information	Privacy Protection Policy	>

11 ZKBiosecurity Connection

The device is designed to connect with the FaceKiosk module of the **ZKBioSecurity Software.**

11.1 Adding a Device

Perform the following steps to add the device to ZKBioSecurity software.

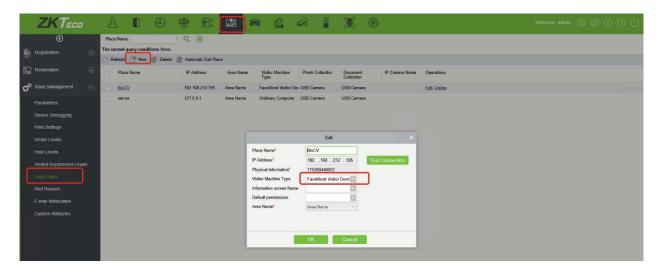
1. Open the ZKBioSecurity software then select FaceKiosk \rightarrow **Device** \rightarrow **Search Device** \rightarrow **Add.**

	De	vice Serial Number		Dev	ice Name	Q 🛞					
FaceKiosk Device 🕞	The	current query cor	nditions None								
	O F	Refresh 👚 Delete	Q, Search Device	品 C	evice Control 👻	Q View and Get Device Info	🕆 👚 Clear Device D	Data 👻			
Device Set Attendance By Strea		Device Serial Number	Device Name	De	vice Model	IP Address	Area Name	Enable Status	Regist Commands to be Device Executed	Personnel Quantity	Operations
et Attendance By		5729191300009	5729191300009	Fa		Search	Device		× 3	0	Edit Delete View Command
erson		CGJ4194860001	<u>7B</u>	Oth	Search					0	Edit Delete View Command
		CGFG195260137	CGFG195260137	Fa	Total Progress	100%		levices count:11		1	Edit Delete View Command
		5458183900031	5458183900031	G4			Number of	devices added:10		1	Edit Delete View Command
		CEX9191060010	CEX9191060010	Fa	IP Address	Serial Number		\otimes	5	1	Edit Delete View Command
		CKVS202060023		G4	IP Address	Serial Number Device Type	Operations		A	1	Edit Delete View Command
		<u>175269440002</u>	<u>175269440002</u>	Fa	172.31.1.10	6671191300617 FaceKiosk	Add		A	0	Edit Delete View Command
		CGJ6190760005	CGJ6190760005	Fa	172.31.1.10	CEX919116001 FaceKiosk	This device has be	en added		1	Edit Delete View Command
		<u>175260200001</u>	175260200001	Fa	172.01.1.10	175260200001 FaceKiosk	This device has be	en added		1	Edit Delete View Command
		CEX9191160017	CEX9191160017	Fa	172.31.1.10	CGJ619076000 FaceKiosk	This device has be	en added	2	1	Edit Delete View Command
					172.31.1.10	175269440002 FaceKiosk	This device has be	en added			
					172.31.1.10	CKVS20206002 FaceKiosk	This device has be	en added			
					172.31.1.10		This device has be		- 10 Million (1997)		
					172.31.1.10		This device has be				
					172.31.1.10	CGFG1952601 FaceKiosk	This device has be	en added	-		
					•				•		
					A The curren correctly.	t system communication port is	8158, please make	sure the device is se	et		

11.2 Visitor Management

11.2.1 Set the FaceKiosk as an Entry Point

In the Visitor module, select the FaceKiosk device that has been added in the FaceKiosk module as an entry place.



11.2.2 Host Settings

Add the person in the Personnel module, and then select the person who needs to be set as the host in the **[Visitor Module]** \rightarrow **[Host Level]**.

	ZKTECO		2 0 0	· 🐨 🖻			. 4			B	6				
	\odot		Edit the access level for the hos	ıt							Browse Personnel	1 (bess) From	Levels		
		à.	Personnel ID	Name		More v Q	8				Level Name		Q	8	
623			The current query conditions Non	p							he current query o	onditions None			
		€:	🔿 Refresh 📑 New 🔐 Dele	te							Refresh 👘 D	leiete			
٥°	Basic Management)	Host Host First Na Number	ame Host Last Name	Department Nam	e Operations					Level Name	Be	longs Modul	le	
			1 bess	you	Marketing Departm	nent Add Visited I	.ovel(s)								
	Device Debugging							Ne	w						
	Print Settings			Query OD	epartment 🔿	Select all people		_					_	-	
	Visitor Levels			Personnel ID		Name		M	we+ Q	8					
E				The current query of	conditions None										
	Visited Department Levels			Alternative					Sele	ected(0)					
				Host Number	Host First Name	Host Last Name	o Gender	Departme Name		Host Number	Host First Name	Host Last Name	Gender	Departme Name	
								3	**						
	E-mail Notification								>						
									<						
				<				>							
				16 × 0	 >) >) 50 r 	ows per page 🤟	Total of 0 re	cords		<					
								OK	G	ancel					

11.2.3 Visit Reason Settings

Add the purpose of visit in **[Visitor Module]→[Visit Reason].** It will synchronize to the device automatically.

ZKTeco	2 🛛 🕘 🌚 E:		Welcome, admin 🔅 🕦 🕃 🕐 😃
Image: Registration ⊡	Visit Reason Q 🛞 The current query conditions None Refresh 📑 New 🔐 Delete		
Reservation 🕀	Visit Reason	Create Time Last Update Time Operations	
🗳 Basic Management 🖂	Visit 1	2020-03-03 11:53:47 2020-03-03 11:53:47	
Parameters Device Debugging Print Settings Visitor Levels Host Levels Visited Department Levels Entry Place Visit Reason E-mai Notification		New X	
Custom Athibutes		Save and New OK Cance	

11.2.4 Reservation Audit Settings

Turn on the audit function in **[Visitor Module]→[Basic Management]→[Parameters].** The visitor reservation will need to be approved before check-in & check-out. If this feature is turned off, the visitor will be able to check-in directly after completing registration on the FaceKiosk self-service device.

ZKTeco	- L 🛙 🕘 🍄 🗈 🔝 📾 🎎 🕫 📱 🎉 🅸 🛛 🛛 Welcome, a	tmin 🔅 🕦 î 🥐 🕛
Ø	Common Parameter Option	
Registration 🕀	Carrying Goods Capture	
	Carrying Goods Capture Photo	
Reservation	I Gopen the Visitor Exit Function	
Basic Management	Automatic Sign Out <u>Set Automatic Sign Out Place</u> Veilors ended from the set reader, will be automatically checked out.	
	Sign Out Expired Visitors	
Parameters	The invalid Visitors that having not been checked out manually, will automatically be checked out[performed every 30 minutes]. Permission	
Device Debugging	C Without Permission	
Print Settings	(e) Permission is Required	
Visitor Levels	Whether to Issue Card Password is Required Integration is Required Science is Required Select the Required Field	
Host Levels	✓ HealVaited	
Visited Department Levels	⊘ Vali Department Vistor Venice Authorization Mode	
Entry Place	Temporary Valido Whitelist	
Visit Reason	Normal Parameter Option	
E-mail Notification	Capture	
Custom Attributes	Capture the Portrait and Certificate Photo Together	
Gastonn kansatoo	Capture the Portrait and Certificate Photo Separately Camera Mode	
	Safe Mode: the registration page is closed off the camera, each registration should be allowed	
	Fast Mode: after allowing a camera, always open the camera, when the browser is closed Floating Window	
	_ Open Floating Window	
	The Visitor List the Recipient Mailbox	
	Send the visitors information during the day by email. Sending Time: 15 📑 : 30 📑	
	Visitor Autonomous Registration	
	Audit	
	Open the Reservation Audit Function	
	QR code Uit. http://ServerUit.port Expiration date (DAY). 7 Reset time: 🖉	
		设置"以激活 Windows,

11.2.5 Email Notification Settings

Before using the visitor Email notification function, the user needs to configure the Email Parameter settings in the System settings module of the software.

ZKTECO	A D 🔿 🐨 🗈		
©	Sender Receiver	Q (8)	
Basic Management 🕞	The current query conditions None		
Operation Log	Sender Receiver Subject	Submit Time Send Time Status Error Message	
Database Management	shawn.deng@zkteco.com Visitor Check Ir	Notifi 2020-03-03 13:57:52 2020-03-03 13:58:01 Failure javax mail Internet AddressException. Illegal address in string ""	
Area Setting	shawn.deng@zkteco.com shawn.deng@zkteco.com Visitor Check in	Notili 2020-03-03 13:57:52 2020-03-03 13:58:01 Successful	
Department		Emsil Parameter Settings	
E-mail Management		Email Parameter Settings	
Dictionary Management		Email Sending Server* [smtp.exmail.qq.com (emp.xxx.xxx)	
Audio File		Port* 465 GSSL_TLS	
System Message		Email Account shawn deng@zktece.com (xxx@xxxxxx) Password	
		Sender Name	
		Prompt	
		1.Please fill in the correct malibox parameters.	
		2 Contirm the filled in method SMTP service is provisioning. An email of the connection test will be sent to your designated mail box.	
		Test Connection	
		OK Cancel	

The user can also edit the Email notification template in **[Visitor Module]→[Advanced]→[Alert Template].**

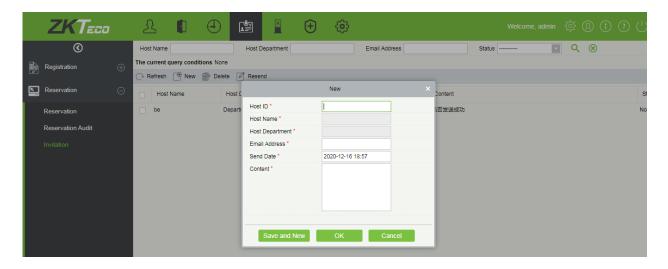
	ZKTECO	£		٢	1		(e)	£ <u>6</u> 3				
	۲	Temp	olate Name			Template Type		-	Event Type		ર ⊗	
ð	Registration	_	arrent query conc		Name*	Visitor Reserv	ation Audit[E	-Meill		Edit		×
୍ଲ ଜ	Reservation Basic Management		Template Name	Template Event Tv	Type" pe"	E-Mail audit/refuse	-					
Š.	Advanced		Reservation Exp Visitor Expiration	2		Send notific	ation to the \ ntact					Add
	Category WatchList		Visitor Reservat						om			Clear
	Alert Template Linkage		<u>Visitor Arrived(E</u>	Subject* Body		Visitor Reserv		lotification dit status informa	tion:			
				Visitor In	fo"	Field Visitor Nam Visit Reaso Mobile Pho	n	Certificati Host Nan Approve	ne	☐Certificate Number ☐Host Department	Company Visit Time	
				Bottom		Please do not	reply to this e	email! Sincerely 2	ZKBioSecurity			
									ОК	Cancel		

The visitor will receive an email with a QR code after the reservation is approved, which can be used for check-in and check-out on the FaceKiosk self-service visitor device.

	li,nora
The following are v	isitor audit status information
Visitor Name Host Nam	e Visit Time Audit status
nora nora	2020-11-04 09:32:00 Audited
OBCode can be us	ed for check in and check out.
Inan	ks & Regards

11.2.6 Invitation

The user can send the invitation Email through **[Visitor Module]→[Reservation]→[Invitation]**.



Description of fields:

Host ID: Enter the Host ID.

Host Name: Automatically fills the name of the host.

Host Department: Automatically fills the host's department.

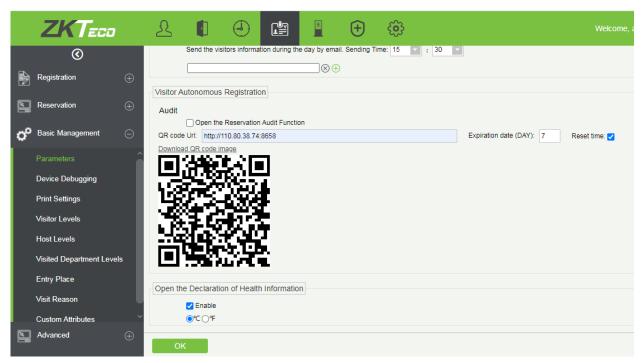
Email Address: Enter the Email address of the guest who needs to be invited.

Send Date: Select the date and time to send the Email.

Content: Enter the invitation content.

11.2.7 Visitor Registration QR Code Settings

In **[Visitor Module]** \rightarrow **[Basic Management]** \rightarrow **[Parameters]**, enter the Server Address and Port number to generate the reservation QR code, and set the validity time of the QR code.



Scan the QR code to open the mobile registration interface. Fill in the required information to complete the registration process as below.

	Entry Registration	
First Name*	First Name	
Last Name	Last Name	
Mobile Phone	Mobile Phone	
Email	Email	
Gender		
Host/Visited*	Host/Visited	
Host Number*		
Visit Department	Visit Department	
Certificate Type*		
Certificate No.*	Certificate No.	
Visit Reason*		
Start Time*	2021-02-07 11:29	
End Time*	2021-02-07 23:59	
	Complete .	

11.2.8 Declaration of Health Information

Open **[Visitor Module]→[Basic Management]→[Parameters]** to enable the health information declaration function, to register the epidemic prevention information, and enter the temperature of visitors in the mobile visitor registration interface.

days*
None
Cough
Fever
Respiratory Issues
cases*
who do not fill out the information as required will not be allowed to ad to report it truthfully cannot continue their visiting and need to bear ibilities.
Next Step
e

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