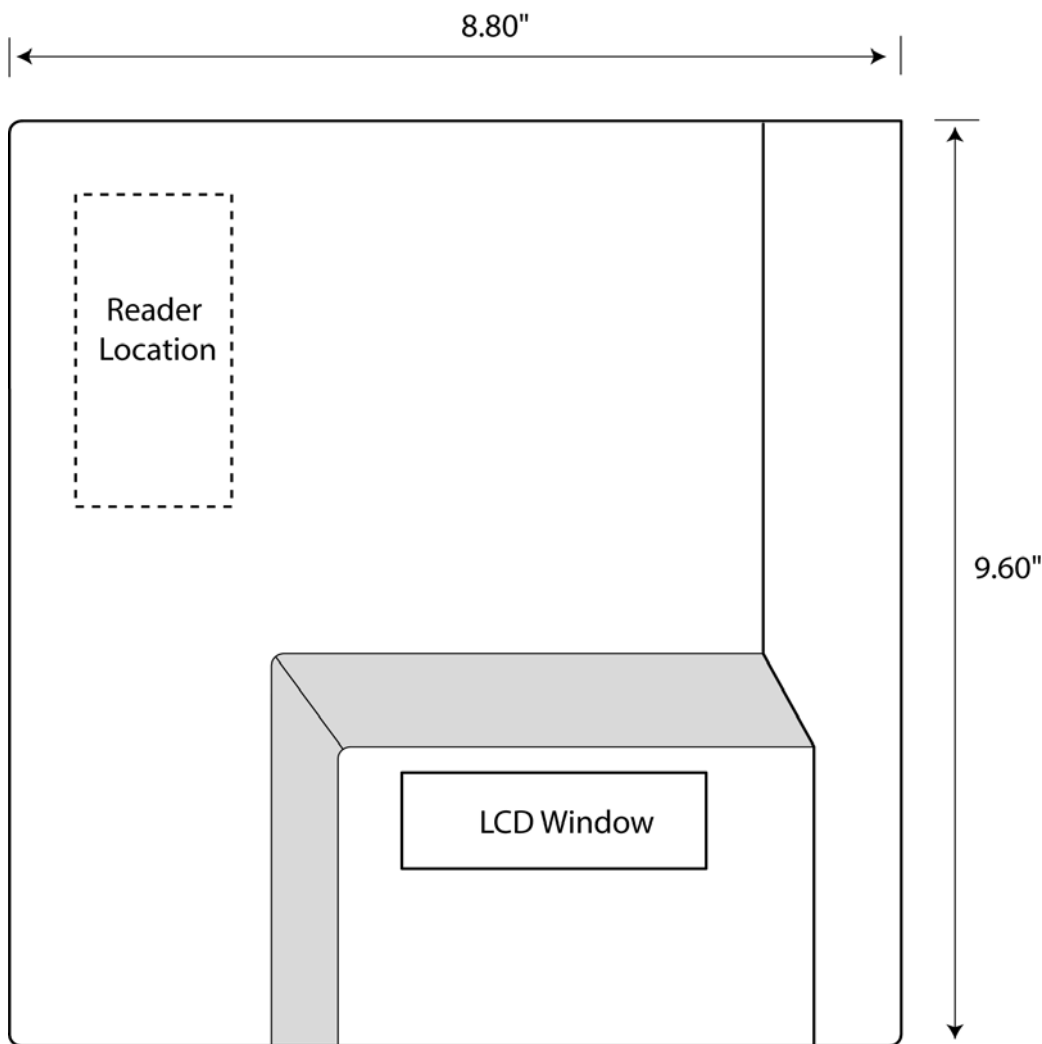


# Time and Attendance

This application note provides basic information for the installation and use of the Time and Attendance Terminal. The Time and Attendance Terminal consists of a standard PXL-500/SB-593 encased in a secure enclosure. The Time and Attendance Terminal is available in five different configurations:

- Proximity controller with no reader connected
- Wiegand controller with no reader connected
- Proximity controller with an MS-3000 installed
- Wiegand controller with a P-300 reader installed
- Wiegand controller with a P-300H reader installed



**Figure 1: The Time and Attendance Terminal**



# Time and Attendance

## 1.0 Wiring

The wiring of a Time and Attendance Terminal is exactly the same as for any PXL-500. All wiring diagrams and instructions may be found in the [PXL-500/PXL-510 Quick Start Guide](#) (P/N 01918-001) and [SB-593 Satellite Board Quick Start Guide](#) (P/N 01925-001). Time and Attendance Terminals ordered with a reader come with the reader pre-wired.

## 2.0 Setup in Doors

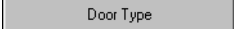
The Time and Attendance Terminal must be configured in *Doors*. The following steps must be completed in order for the controller to act as a Time and Attendance Terminal.

### 2.1 Enable Time and Attendance Control

The door type parameter allows an operator to enable the Time and Attendance Terminal control features of the *Doors* program. When the Time and Attendance Terminal control feature is enabled, the *Doors* program makes several minor changes to support the feature.

- A Door Type column is added to the System ⇒ Setup Doors tab allowing a specific door to be identified as a Time and Attendance Terminal.

- The standard icon for doors, viewed as , changes to appear as  for doors identified as a Time and Attendance Terminal when creating Access Groups or when performing manual door control.

1. From the System Options tab, click on the  button. The System Options window will reveal the Door Type field where selections may be made for door type control (see Figure 1-1 on page 3).

# Time and Attendance

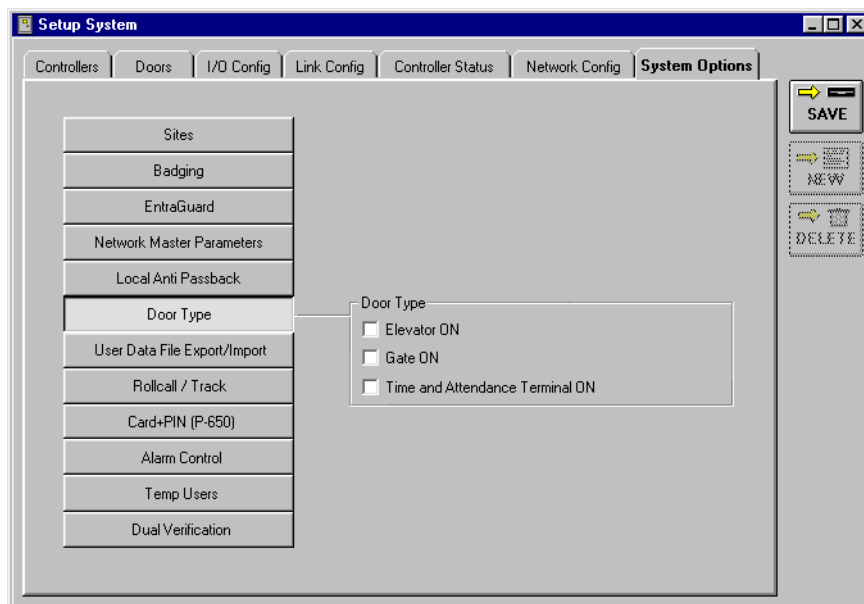


Figure 1-1: Door Type Field

2. To enable Time and Attendance Terminal control, click in the box beside Time and Attendance Terminal ON. A check mark appears in the check box and the “option changed” window appears (see Figure 1-2).

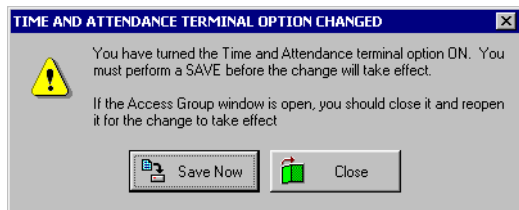
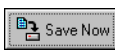



Figure 1-2: Time and Attendance Terminal Option Changed Warning - ON

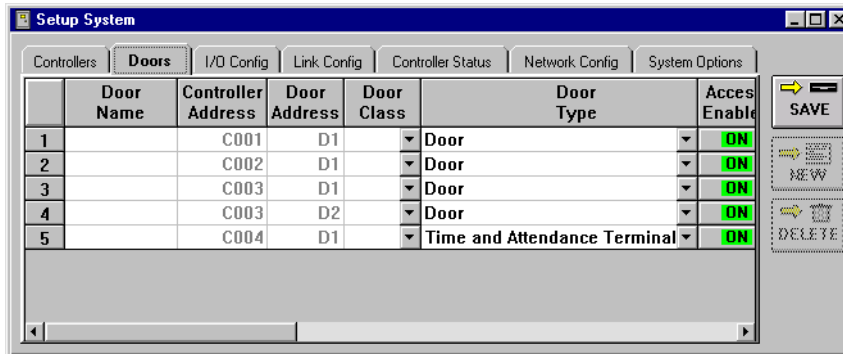
3. Click on the  button. A “Saved Configuration” window flashes on the screen and the Time and Attendance Terminal control feature is enabled.

# Time and Attendance

## 2.2 Assign a Door Type

After the Time and Attendance Terminal control option has been enabled, the Time and Attendance Terminal door type must be assigned to a specific door.



1. To assign a door type, click on the Setup ⇒ System pull-down menu or click on the  tool bar button. Then click on the **Doors** tab (see Figure 2).



**Figure 2: Setup System - Select Door Type**

2. Scan down the door name and controller/door address columns and locate a door to be assigned a Time and Attendance Terminal.
3. Scan across the row and locate the “Door Type” column.

*NOTE: If you did not enable the Time and Attendance Terminal control feature as described on page 2, this column will not appear as an option.*

4. Click on the  arrow and a list of available door types appears. Scroll up and down this list and select the option of Time and Attendance Terminal.
5. Click on the  button. If the changes are not saved before clicking any other button or exiting the system setup window, the data entered is lost and must be re-entered.

## 2.3 Export Data

For instructions on how to export the Time and Attendance data from the *Doors* program, refer to the [Doors Event File Export Program Application Note](#) (P/N 01867-012).