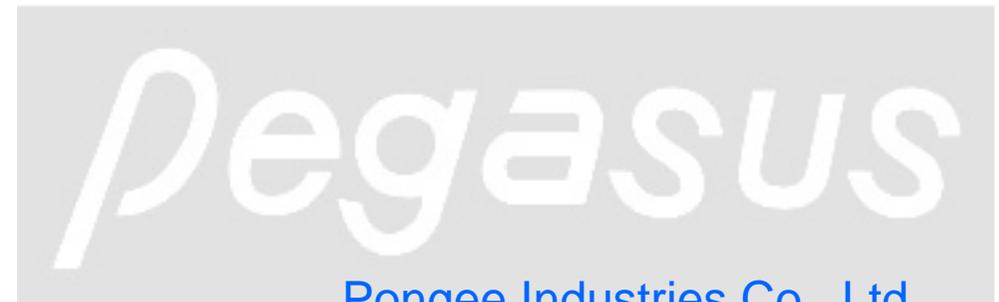




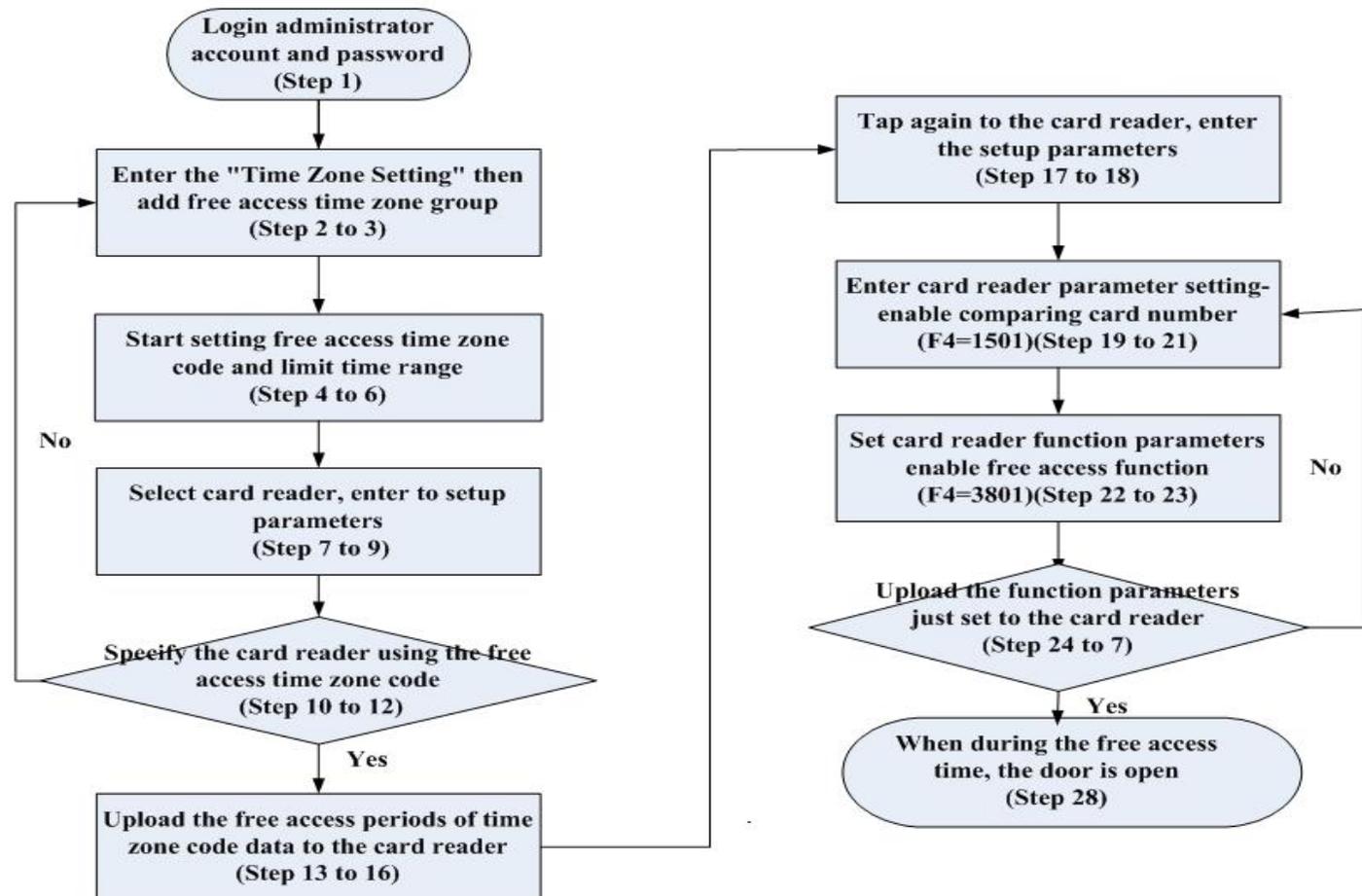
How to use access control software(ELE and WEB series) to set Free Access(F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V<sup>®</sup> access controller



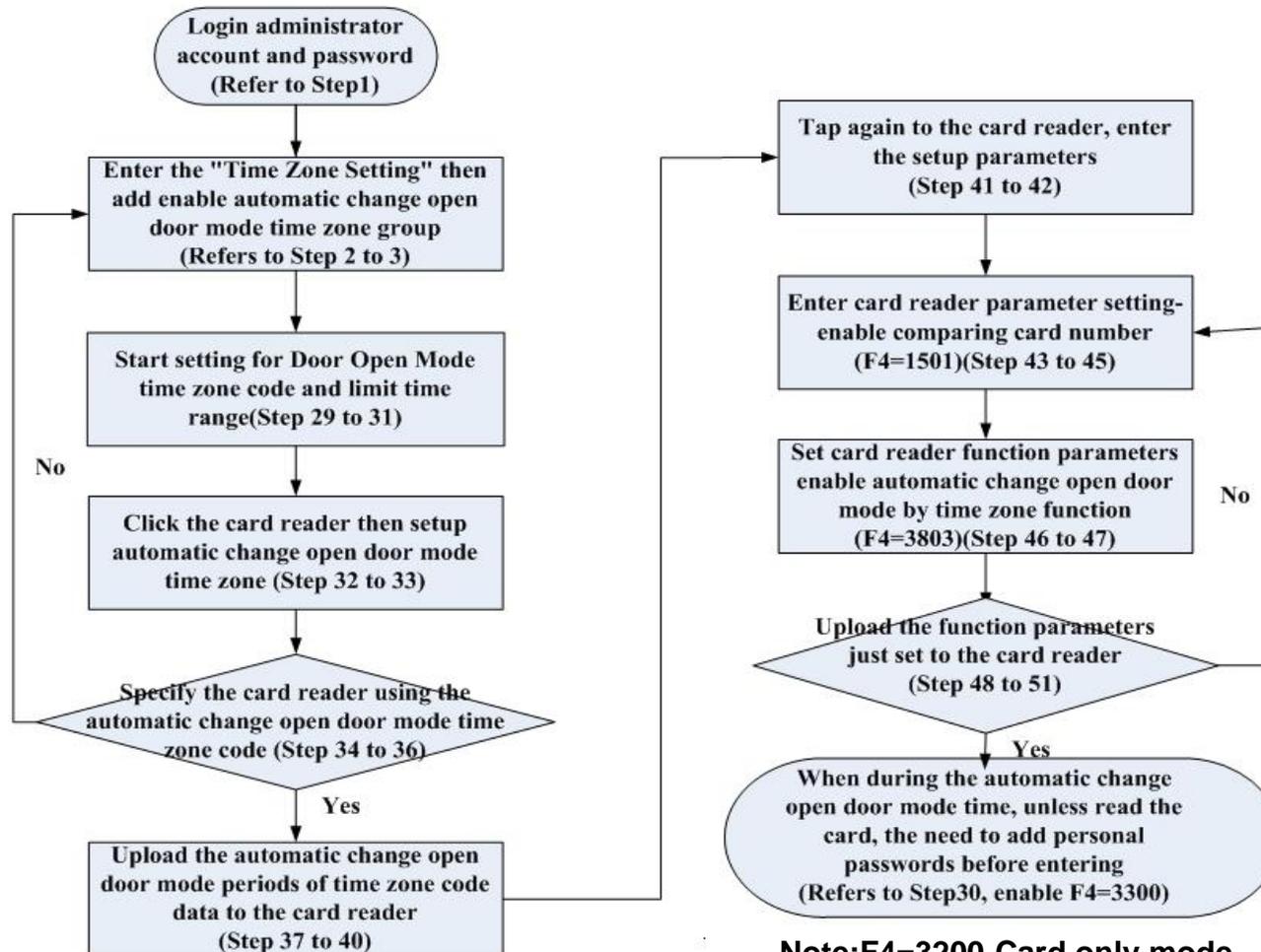
Pongee Industries Co., Ltd.

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## FreeAccess(F4=3801) function setting procedure



## Automatic Operation Mode(F4=3803)byTime Zone setting procedure



Note:F4=3200-Card only mode

F4=3300-Card + PIN mode

F4=3301-External reader needs to press PIN too



## FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller

### " Free Access setting" example illustration:

Reader can start “Free Access” function through the software. After starting “Free Access” function, the door will keep opened and no need card to enter during the specific period.



**Instructions: Login administrator account and password**

**1** :Please log in the administrator account system first

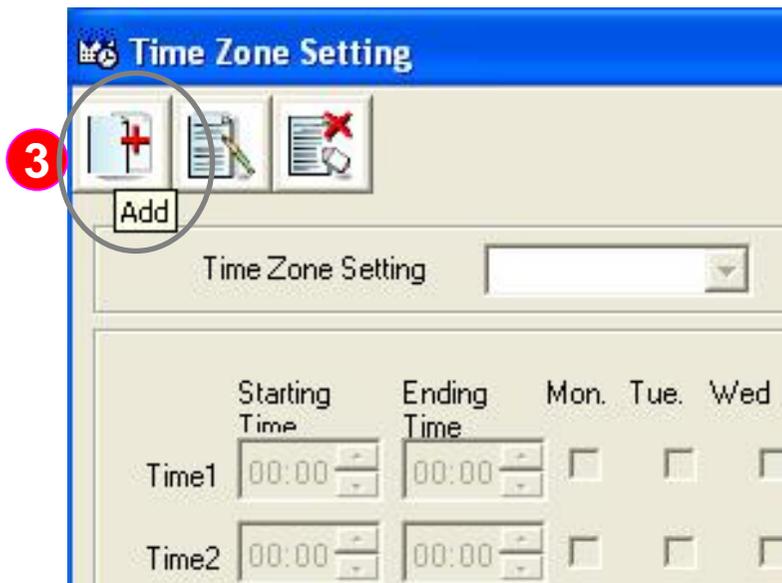
Account name: pegasus  
Password: pongee

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller

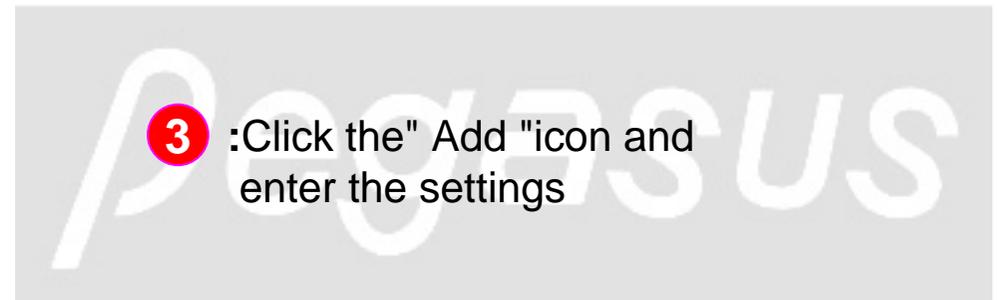


**Instruction: Enter to " Time Zone Setting",then add a new time zone group for access free**

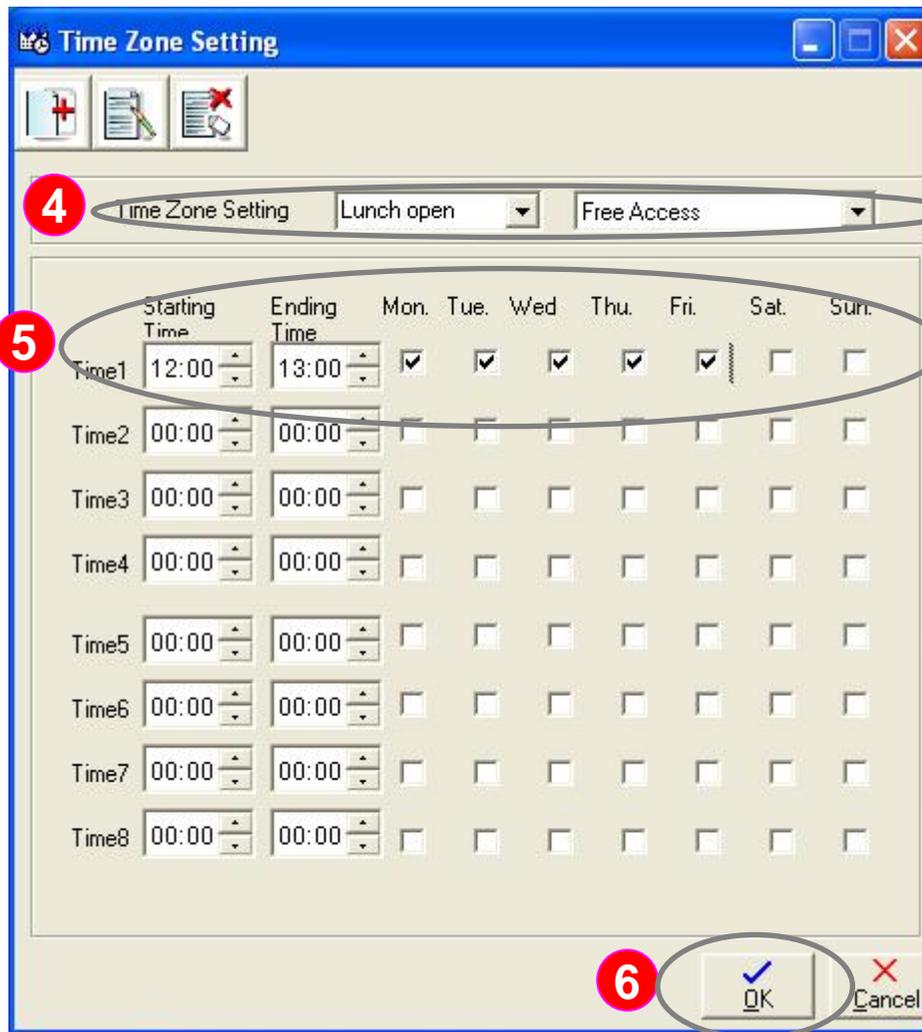
**2** : Click the function menu "Setting (S)" and Drop-down display window than click the "time zone setting " (as shown on the left)



**3** :Click the " Add "icon and enter the settings



# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller

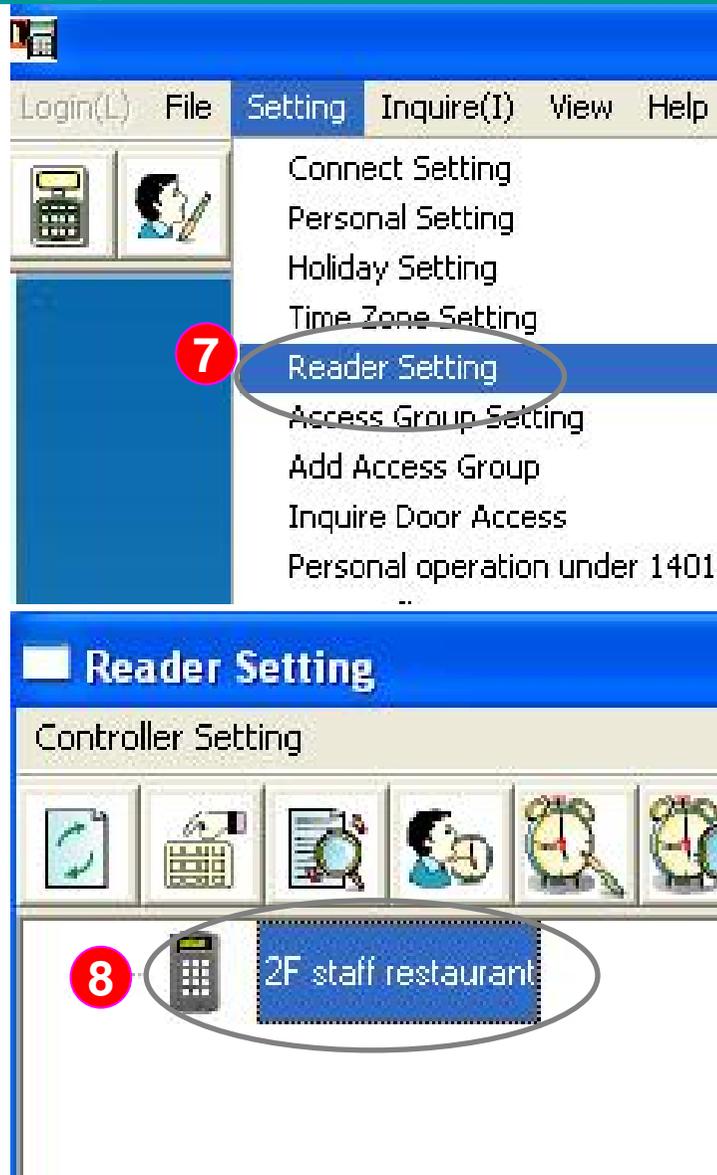


**Instruction: <Example>** A factory has card reader for staff access control in the staff restaurant. The door will keep opening and closing. during lunch time since the staffs will go out for lunch. Hence, we want to keep the door open from 12:00PM to 13:00PM.

**According to this example, we start setting, named "Lunch Open" free access time zone code and set up time range**

- 4** : In the spaces field of Time Zone Setting, enter the code name "Lunch open", and please select "Free Access"
- 5** : Select "Time1" (each time zone code can set up Max. eight periods.), defined Monday to Friday, time period from 12:00 to 13:00 to implement free access to keep the door opened.
- 6** : Finally, press "OK" button to save the setting

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller

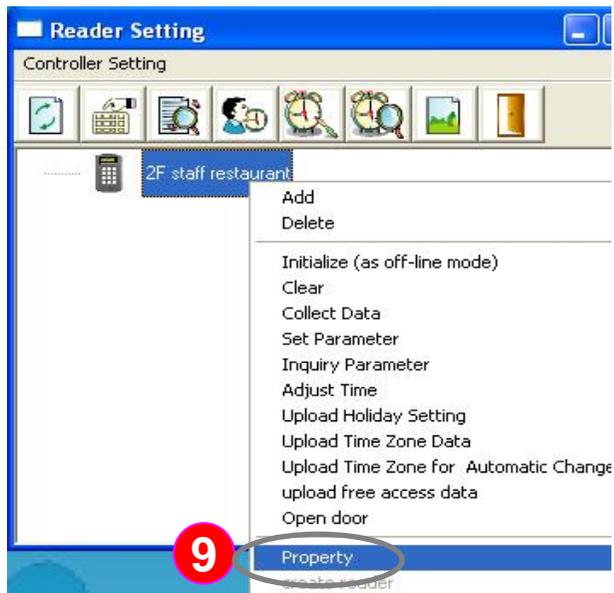


**Instruction:<Example> Enter to the card reader for 2F staff restaurant to set up parameters**

**7** : Click the menu "Setting (S)" and drop-down display window then click " Reader Setting "

**8** : Click Left mouse button to choose "2F staff restaurant"

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



**9** : Click the right mouse button, the system will drop-down function menu, please select "Property" .



## FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller

The screenshot shows the 'Property' dialog box with the 'Time Zone Setting' tab selected. The 'Time Zone No.' dropdown for 'select the time zone of free access' is highlighted with a red circle and labeled '11', showing 'Lunch open' selected. The 'OK' button is also highlighted with a red circle and labeled '12'. A red circle labeled '10' points to the 'Time Zone Setting' tab.

### Instructions: Choose time zone code of " Lunch open"

- 10** : Click the "Time Zone Setting" tab
- 11** : Choose "Time Zone No" field of the "select the time zone of free access" option then drop-down, you will find the time zone code " Lunch open" , please choose it.
- 12** : Finally, press the "OK" button to save the settings

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller

**13** : Click Left mouse button to choose the card reader of "2F staff restaurant"

**14** : Then click the right mouse button, the system will drop-down function menu, use left mouse button to select "upload free access data"

**15** : At this time, the "view events" window will appear, please make sure that the result of shown eight time zones are "succeed".

**16** : Finally, click "OK" button

Event	Time	Result
upload free access data:2F staff restaurantTime Area08	1/29/2013 5:28:53 PM	Succeed
upload free access data:2F staff restaurantTime Area07	1/29/2013 5:28:51 PM	Succeed
upload free access data:2F staff restaurantTime Area06	1/29/2013 5:28:49 PM	Succeed
upload free access data:2F staff restaurantTime Area05	1/29/2013 5:28:47 PM	Succeed
upload free access data:2F staff restaurantTime Area04	1/29/2013 5:28:45 PM	Succeed
upload free access data:2F staff restaurantTime Area03	1/29/2013 5:28:42 PM	Succeed
upload free access data:2F staff restaurantTime Area02	1/29/2013 5:28:40 PM	Succeed
upload free access data:2F staff restaurantTime Area01	1/29/2013 5:28:38 PM	Succeed
No response, un-transmission or Reader type you choosi	1/29/2013 5:28:36 PM	No response

**Instruction: Upload the time zone code data of free access periods "Lunch open" to the card reader**

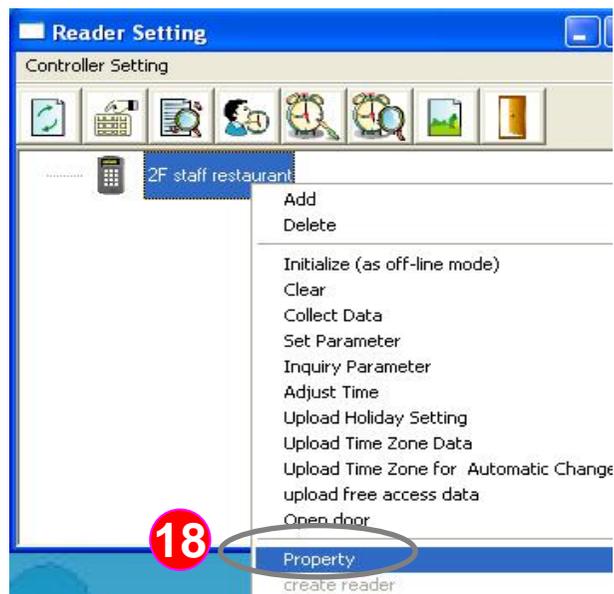
- 13** : Click Left mouse button to choose the card reader of "2nd staff restaurant"
- 14** : Then click the right mouse button, the system will drop-down function menu, use left mouse button to select "upload free access data"
- 15** : At this time, the "view events" window will appear, please make sure that the result of shown eight time zones are "succeed".
- 16** : Finally, click "OK" button

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



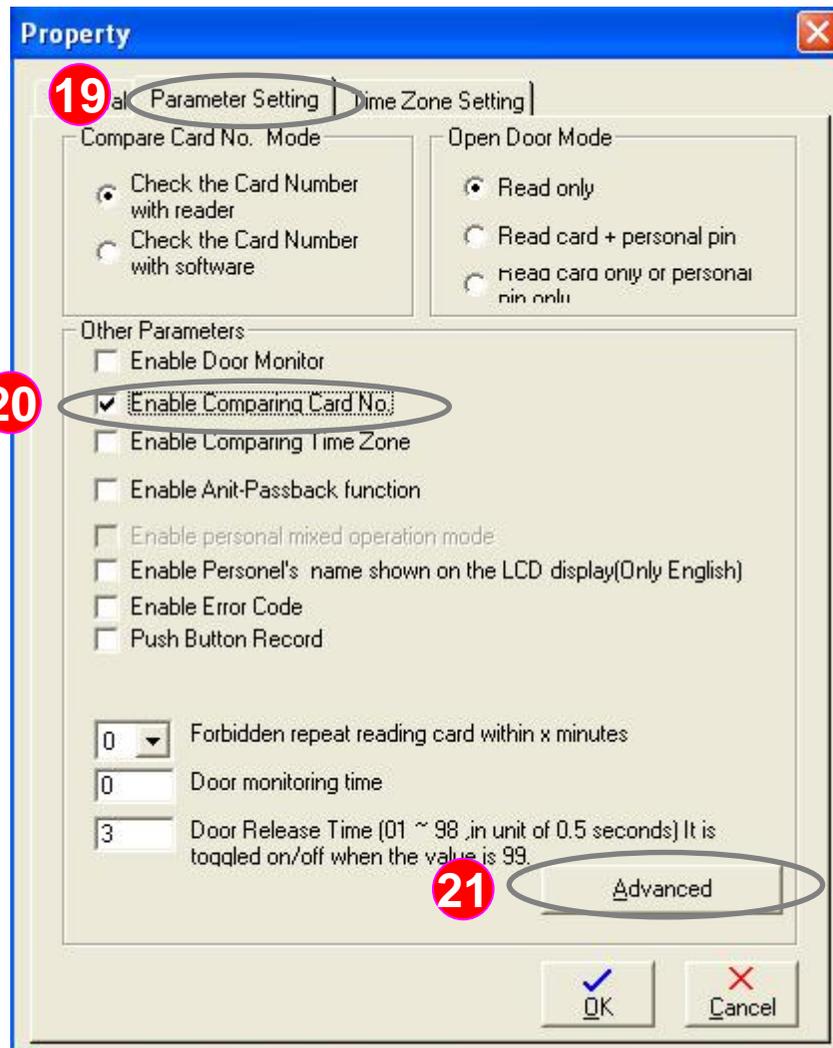
**Instruction: Enter to the card reader for 2F staff restaurant again to set up parameters**

**17** : Click the left mouse button to the card reader of " 2F staff restaurant"



**18** : Then click the right mouse button, the system will drop-down function menu, please use left mouse button to select " Property" .

## FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



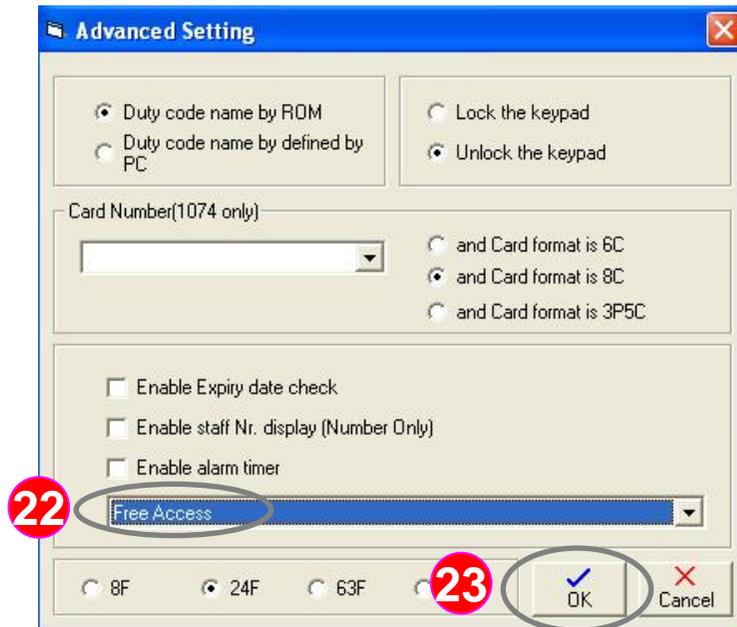
**Instruction: Set up card reader parameter – Enable comparing card number**

**19** : Click "ParameterSetting " tab,

**20** : Please choose the "Enable Comparing Card No."function to make card reader to check card number.

**21** : Then please choose "Advanced " button

## FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



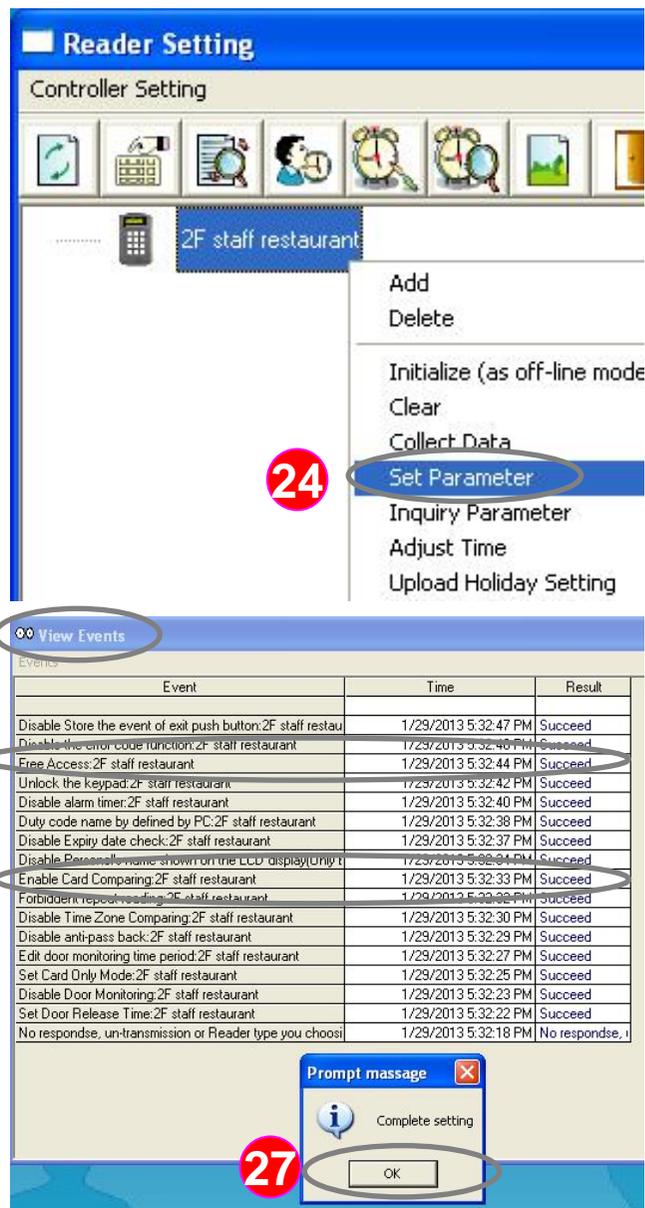
**Instruction: Set up parameters of card reader function – enable free access function**

**22** : Please drop-down to select "Free Access "

**23** : Press " OK " to save the setting



# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



**Instruction: Upload the setup function parameters to the card reader**

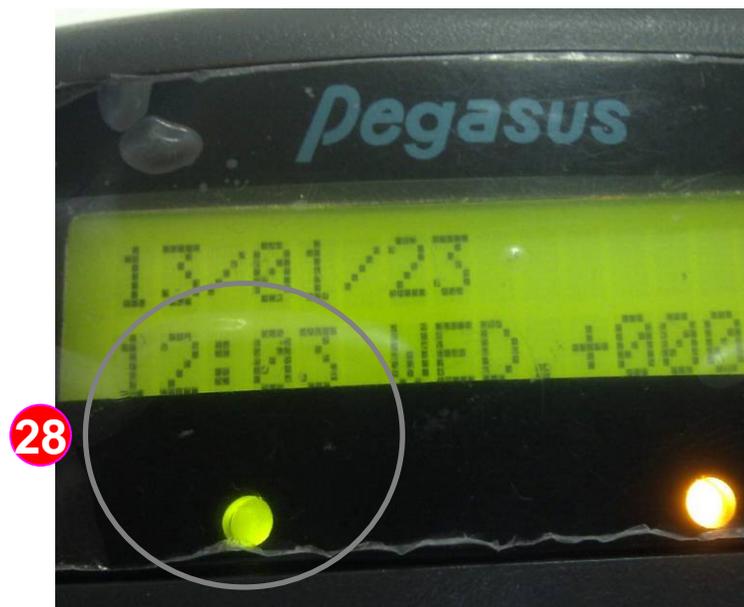
**24** : click the left mouse button to " 2F staff restaurant ", then click the right mouse button, the system will drop-down function menu, select " Set Parameter ". with left mouse button.

**25** : At this time, the " view events " window appears.

**26** : Please check if " FreeAccess " and " Enable Card Comparing " function are " Succeed "

**27** : Finally, click "OK" button

FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller

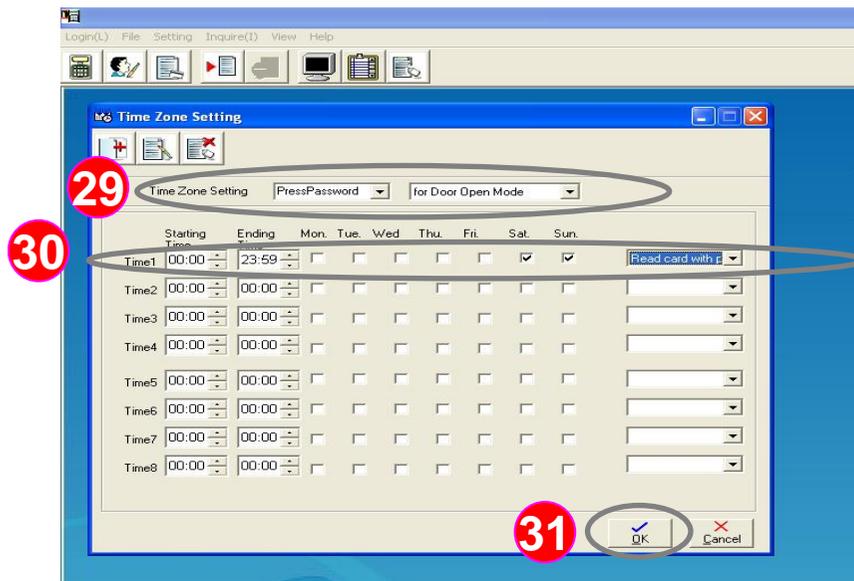


**Instruction: The free access function is opened during lunch break time, the door keep opened from 12:00 to 13:00.**

**28** : The card reader door light remains and the door keep opened during lunch break time 12:00 to 13:00.



## FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



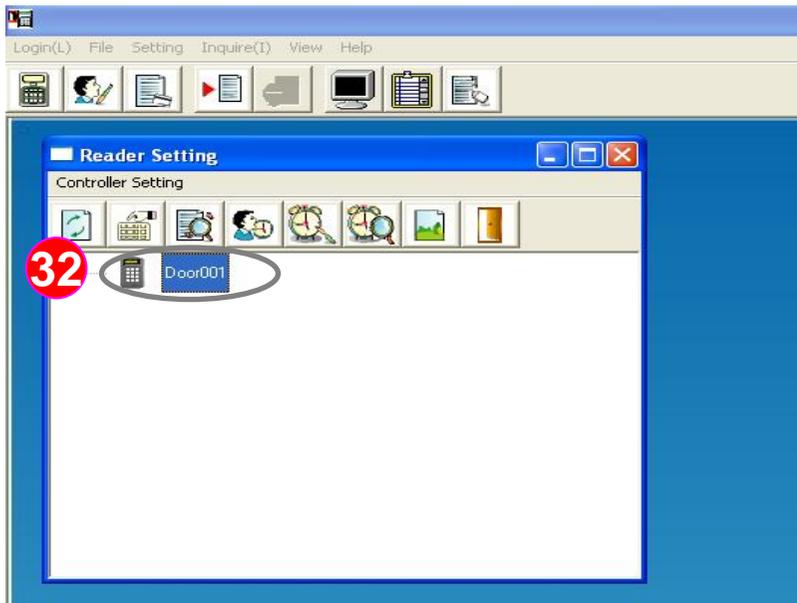
" Enable automatic change open door mode by time zone " example illustration:

Card reader can enable the automatic change open door mode by time zone settings through software. During the setup time zone, the card reading and personal passwords will be needed for access.

Instruction: <Example>Suppose " A " factory hopes to add personal password for door access as well, not only card reading. In this case, we are going to set up " Read card with pin " and named time zones as" Press Password " to set up time range.

- 29** : Please refer to step **2** to **4** , enter the code name "Press Password" in the Time Zone setting field and please select "for Door Open Mode " in another field.
- 30** : Select "Time1"(each time zone code can set up Max. eight periods of time), please define Saturday to Sunday, and time period from 00:00 to 23:59. Then please select "Read card with pin "
- 31** : Finally, click "OK" button

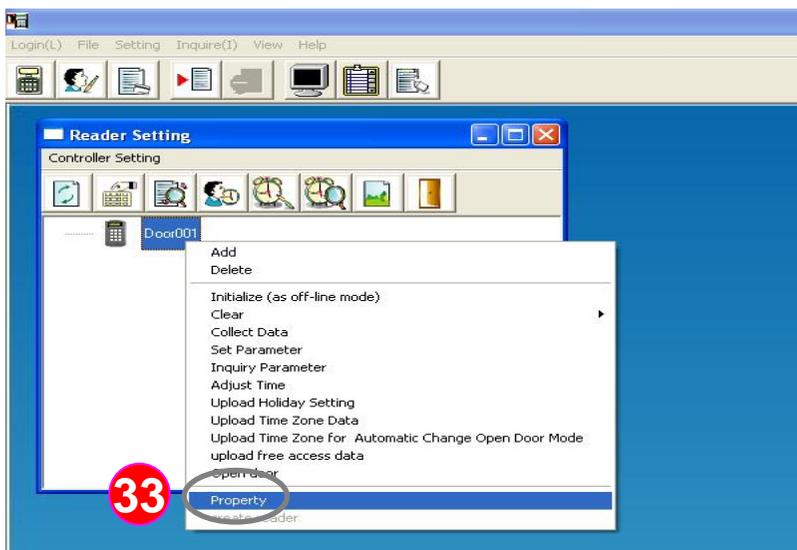
## FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



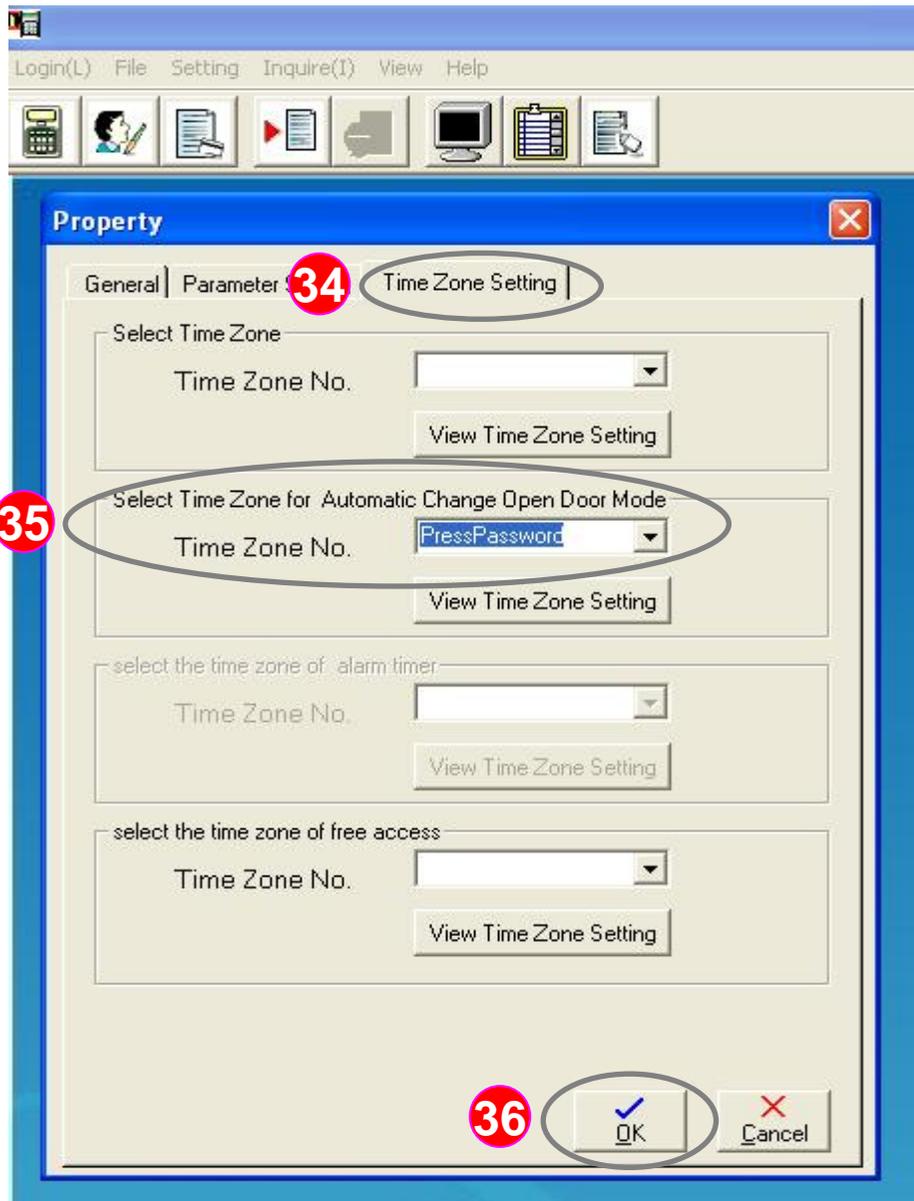
**Instruction: Click the the Door001 card reader <Example> then setup time zone**

**32** : Please refer to step **7** , click the " Door 001 " with left mouse button

**33** : Then click the right mouse button, the system will drop-down function menu, please select "Property " with left mouse button .



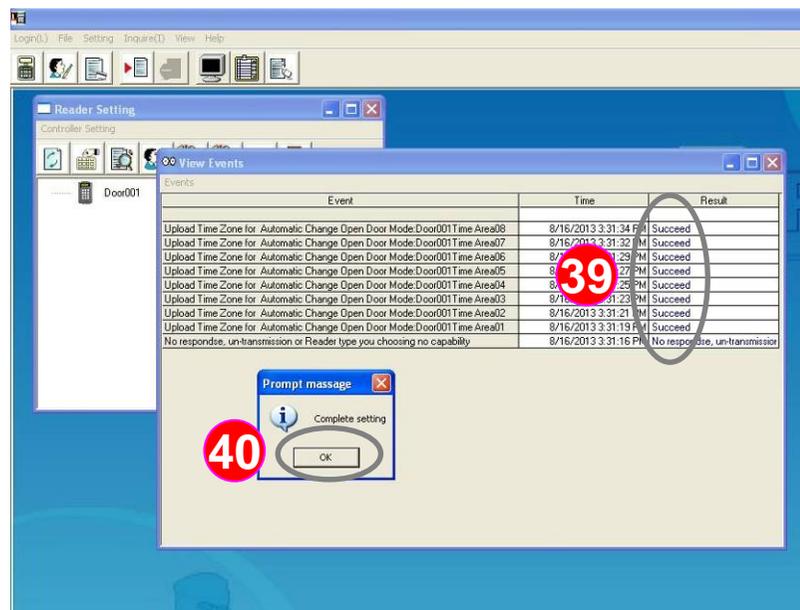
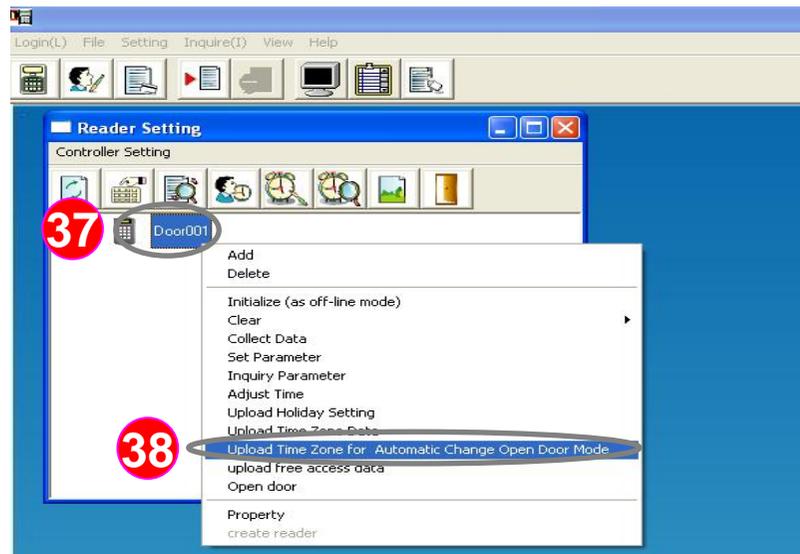
## FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



**Instruction: Designate the " Door001 "card reader to use the the " Press Password " time zone code**

- 34** :Click the "Time Zone Setting " tab, the system corresponding set will automatically switch to the window
- 35** :Choose " Time Zone No " field of the " Select Time Zone for Automatic Change Open Door Mode" option then drop-down, you will find the time zone code "Press Password", please choose it.
- 36** :Finally, press the "OK" button to save the settings

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



**Instruction: Upload the time zone code data of " Press Password " automatic change open door mode to the card reader**

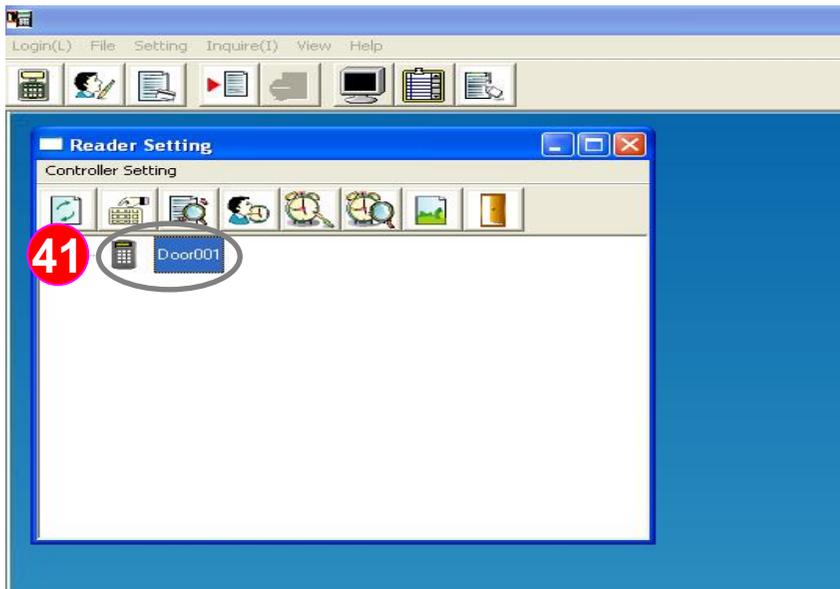
**37** : Click left mouse button on "Door001" card reader (anti-blue means selected)

**38** :Then click the right mouse button, the system will drop-down function menu, use left mouse button to select "Upload Time Zone for Automatic Change Open Door Mode "

**39** : At this time, the "view events " window appear, please check if the upload of eight time zones is " succeed".

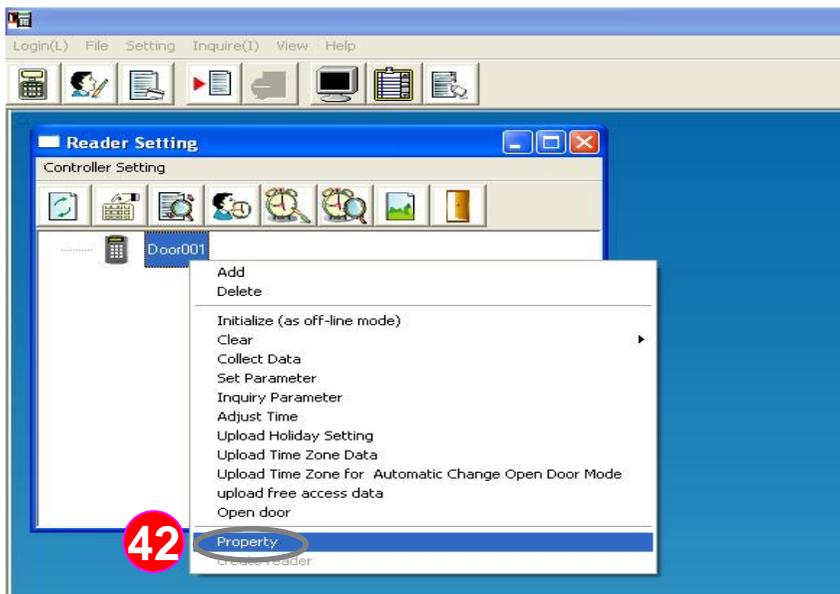
**40** : Finally, click "OK" button

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



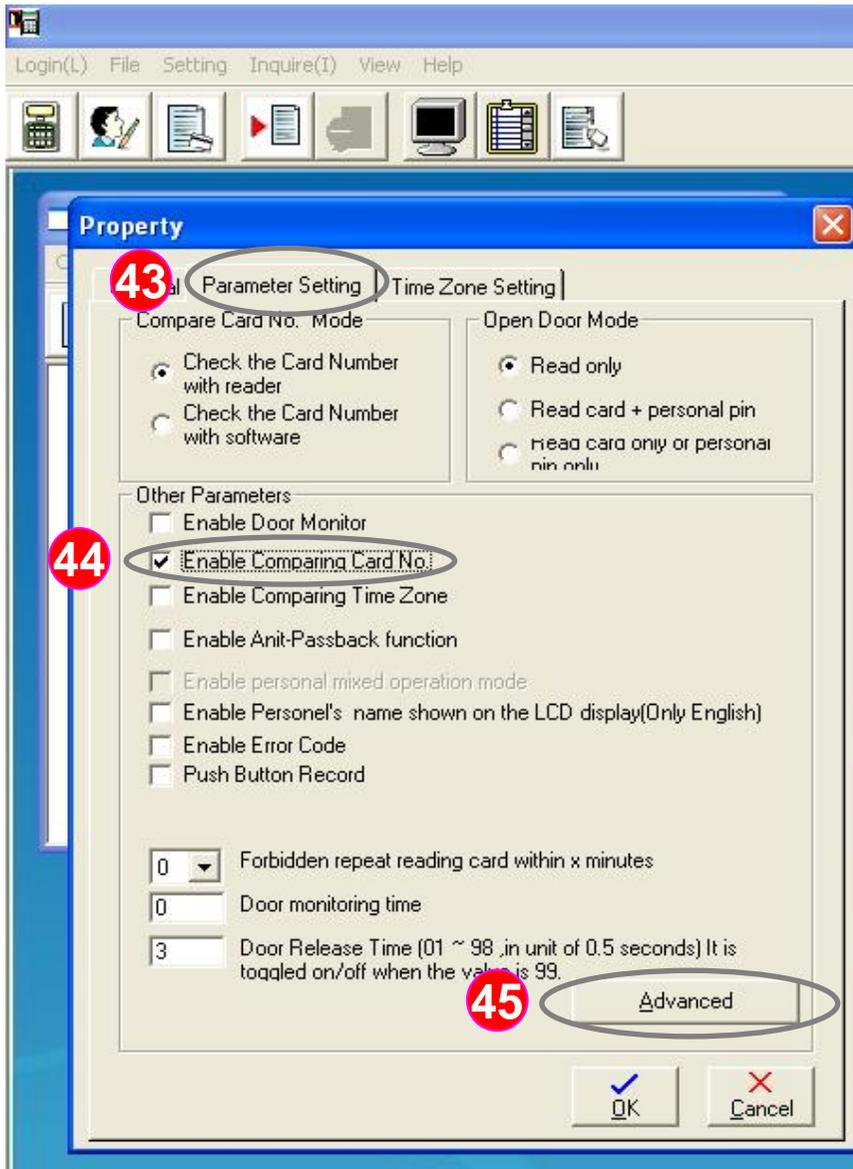
**Instruction: Choose the " Door001 " card reader again, enter the setup parameters**

**41** : Click the left mouse button on " Door001 "



**42** : Then click the right mouse button, the system will drop-down function menus, then use left mouse button to select " Property" .

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



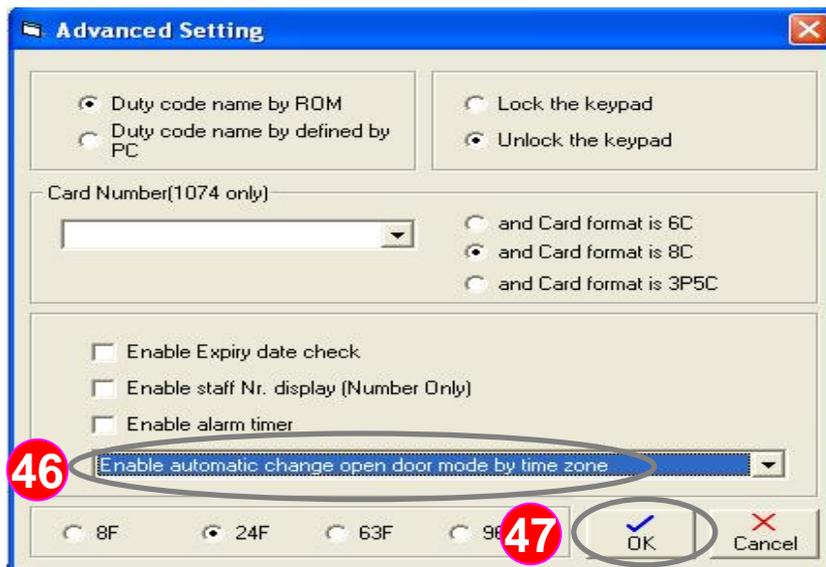
**Instruction: Enter card reader parameter – enable comparing card number**

**43** : Click "ParameterSetting " tab, the system corresponding set will automatically switch to the window

**44** : Please tick the "Enable Comparing Card No."function to make card reader check card number.

**45** : Then click left mouse button on "Advanced " .

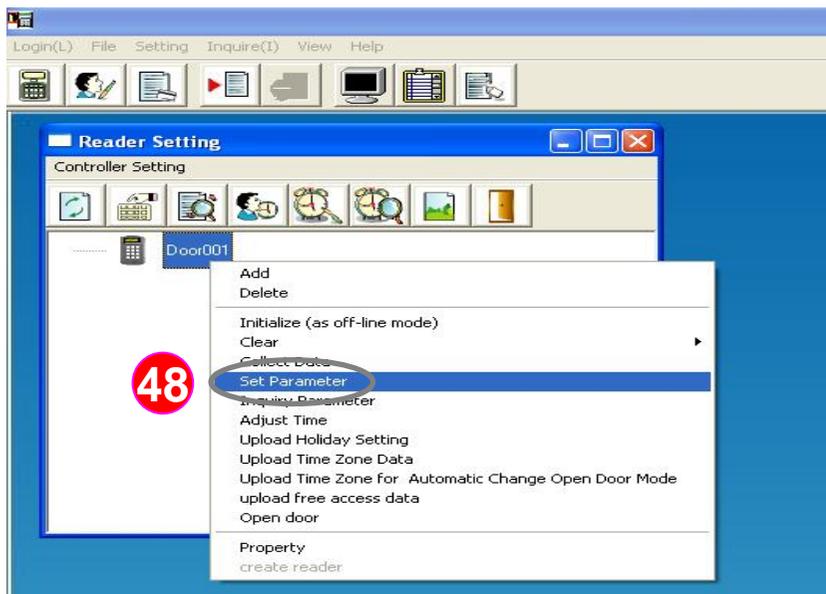
# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



**Instruction: Set up card reader function parameters – enable automatic change open door mode by time zone function**

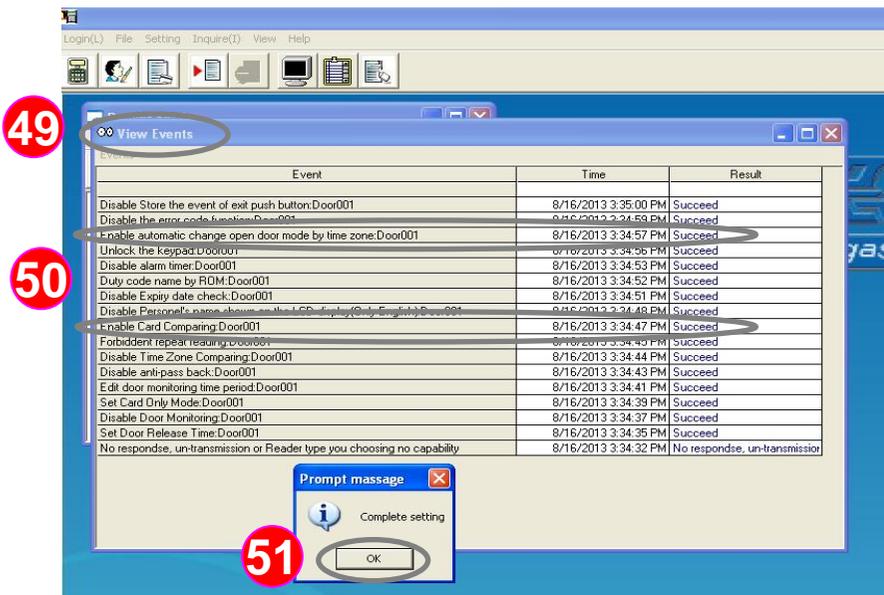
**46** : Please select " Enable automatic change open door mode by time zone "

**47** : Press " OK " to save the setting



**48** : Click Left mouse button on "Door001 " (anti-blue means selected) then click the right mouse button, the system will drop-down function menu, use left mouse button to select " Set Parameter " .

# FAQ: How to use access control software(ELE and WEB series) to set Free Access (F4=3801)or Automatic Operation Mode(F4=3803) function for PP-6750V access controller



**Instruction: Upload the completed function parameters settings to the card reader**

**49** : At this time, the " view events " window appears.

**50** : Please check if " Enable automatic change open door mode by time zone " and " Enable Card Comparing " function is " Succeed "

**51** : Finally, click "OK" button to end the settings. After finalizing the settings, the personal password and card reading are needed for access during Saturday and Sunday all day.

