



SMART

NETWORK ACCESS CONTROL



USER GUIDELINES

Connective Touch

*Biometric finger-print door locking solution,
turning any building into a secure area*

SMART Access Control System

USER MANUAL

ConnectiveTouch.com

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GETTING STARTED

INTRODUCTION

The **Connective Touch SMART** brings connectivity to individual access control units within a single building via a secure Controller Area Network (CAN) management system. This allows Management control via a PC or laptop interface to centrally determine access through allocated doors. Management information is collected on who has gone where throughout the building.

The CAN bus (Controller Area Network) is widely used in Automotive and Industrial distributed network applications. The advantage of using CAN is that it uses a single terminated twisted pair cable. It offers high reliability with extensive error checking and typical maximum data rate achievable is 40KBytes/sec.

The SMART system is based on the current design of the Biometric Lock hardware.

Once installed, 150 to up to 990 (This will reduce response time) people can enrol on the **SMART** system.

The **Facilities Management Software** is provided to enrol approved personnel into the **Verification** units. Upon sensing a finger placed on the sensor, the unit enters the scanning and print matching stages.

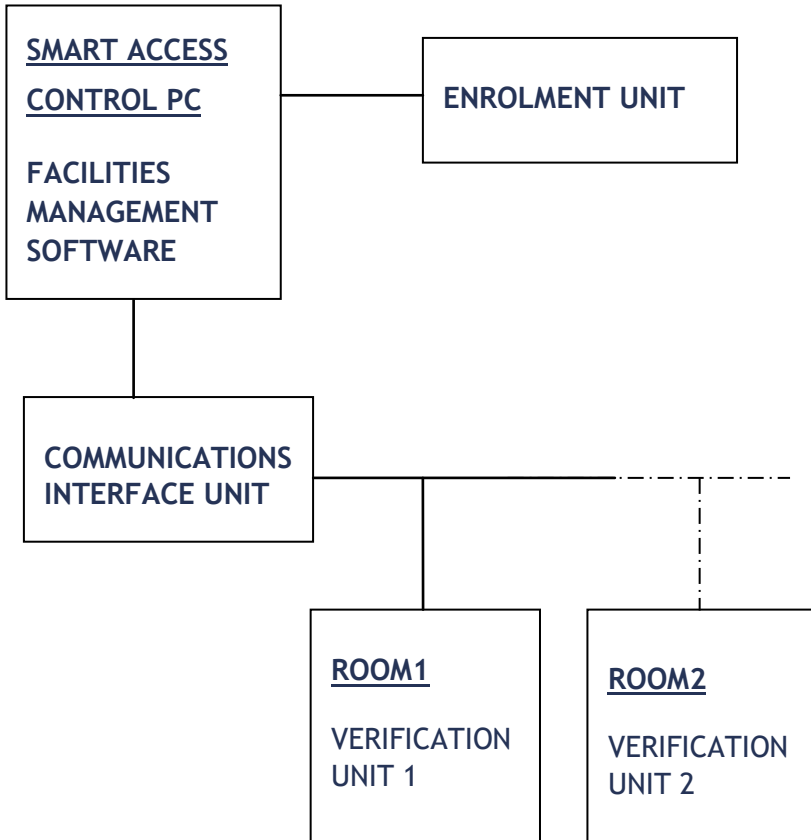
A small buzzer provides visual and audible notification of a failed or successful fingerprint match. The **Facilities Management Software** logs approved and denied access attempts.

A relay is used to activate the electric strike and provide access to the safe side.

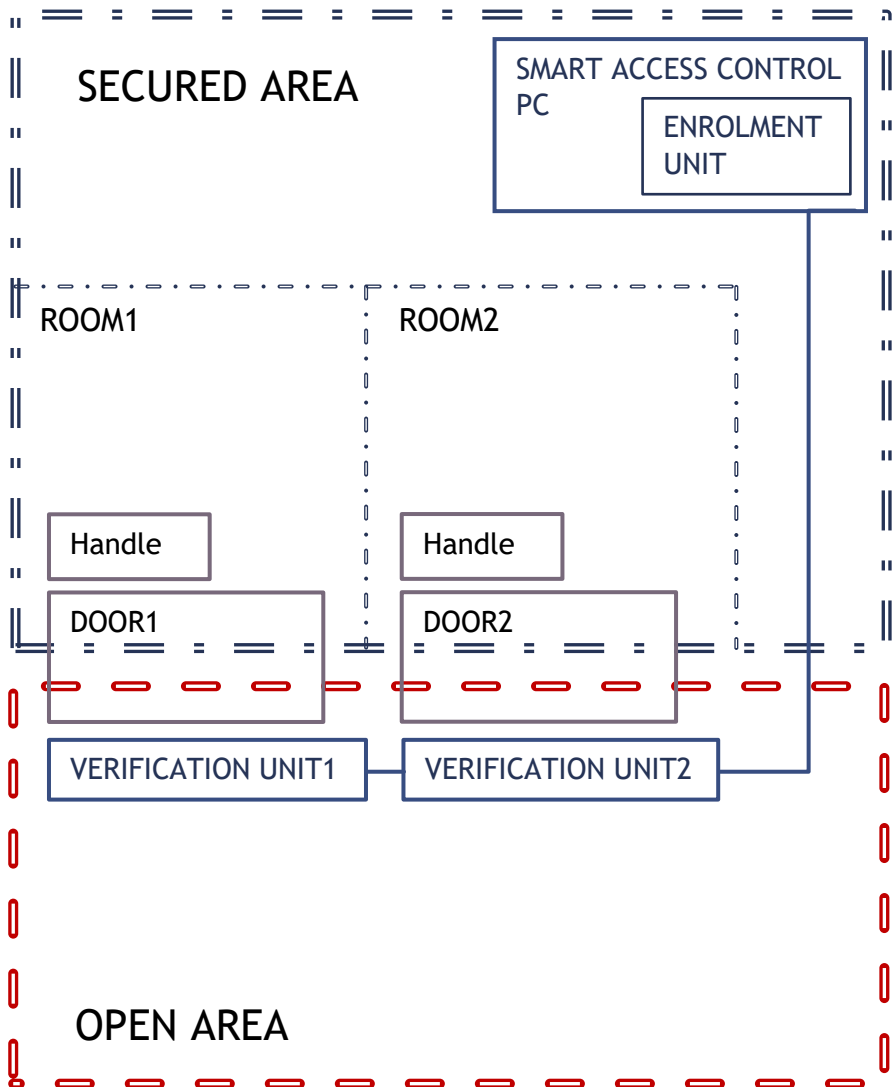
The **Connective Touch SMART** has been designed to be installed in doors with a single handle located into secure area, which means an easier exit to open areas.

SMART ACCESS CONTROL SYSTEM STRUCTURE

The next diagram shows a basic structure of the system. The ENROLMENT UNIT as well as the COMMUNICATIONS INTERFACE UNIT are connected to the PC with the FACILITIES MANAGEMENT SOFTWARE, installed and running on it. Verification units are next to the doors or attached to them, all connected to the COMMUNICATIONS INTERFACE UNIT using CAT5 cables.



SMART VERIFICATION UNIT STRUCTURE



IMPORTANT SAFEGUARDS

VERIFICATION UNITS INSTALLATION LOCATION

Do not install terminals in areas which are exposed to rain, as the fingerprint readers are not designed to work in those areas. Verification units are not waterproof.

ENROLMENT UNIT & SOFTWARE INSTALLATION LOCATION

Do not install the enrolment unit and the facilities management software in an open space. Keep the system in the secure area to avoid attacks or easy access to unregistered people.

Keep the PC with the software under supervisor control, and manage it with a PASSWORD.

USE OF SENSOR

Do not abuse the fingerprint sensor by scratching the surface, contacting the sensor's surface with heat, pressing excessively hard during placement of fingerprint for verification, or use abrasive cleaning products or implements. Clean the sensor occasionally with dry wipes to maintain the performance of the sensor.

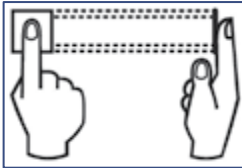
ENROLMENT PROCESS

The **ENROLMENT UNIT** is provided to enrol approved personnel into the selected verification units of the **SMART** system.

TIPS FOR BEST FINGERPRINT ENROLMENT



WHAT YOU SHOULD DO

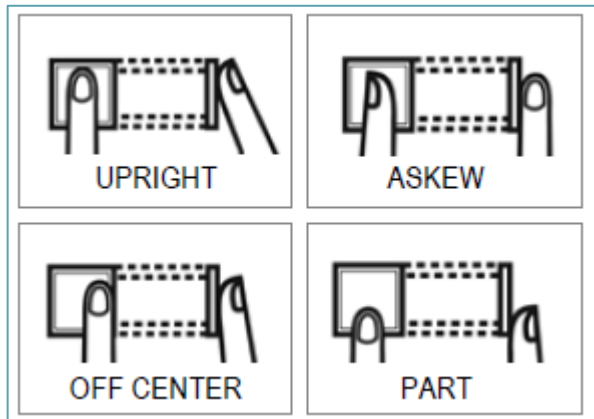


Place finger **flat** on the fingerprint sensor. Make sure the **finger's midpoint** is placed at the centre of the fingerprint sensor.

1. Plan/Side views



WHAT YOU SHOULD NOT DO



2. Plan/Side views

SMART FACILITIES MANAGEMENT SOFTWARE

The Facilities Management Software can be used to:

- ✓ ENROL NEW USER / RESIDENT
- ✓ UPDATE DETAILS OF A REGISTERED USER / RESIDENT
- ✓ CHANGE ACCESS PERMISSIONS OF A REGISTERED USER / RESIDENT
- ✓ DELETE A REGISTERED USER / RESIDENT

SMART Facilities Management v2.1.0.3

Commands

NEW RECORD: Create New User

UPDATE RECORD: Modify Record/Access

DELETE RECORD: Deletes user from the Database and Doors

NEXT: Show next record in the Database

PREVIOUS: Show Previous Record in the Database

Comm Ports

Enrolment Unit 3 59

CAN Interface 4

Residents Details

Title Mrs First Name New Last Name User

Address:

Town/City:

Post Code: Telephone No.: Room No.:

Access Required

Door1

Door2

Door3

Door4

Door5

Door6

Door7

Display Record

Next Previous

Add/Change Record

New Record Update Record Cancel Delete Record

Search For

First Name: Last Name: Search

Template Available? No

ENROL NEW USER / RESIDENT

At bottom locate Add/Change Record group of buttons

1. Click New Record

A screenshot of a software interface showing a group of four buttons labeled 'Add/Change Record'. The buttons are 'New Record', 'Update Record', 'Cancel', and 'Delete Record'.

2. Fill in Title / First Name / Last Name / Rom No.

A screenshot of a 'Residents Details' form. It includes fields for Title (a dropdown menu), First Name, Last Name, Address, Town/City, Post Code, Telephone No., and Room No. On the right side, there is a section titled 'Access Required' with seven checkboxes labeled Door1 through Door7. Below the form, there are buttons for 'Display Record' (Next, Previous), 'Add/Change Record' (Write Record, Update Record, Cancel, Delete Record), and a 'Search For' section with fields for First Name and Last Name, a Search button, and a 'Template Available?' section with a 'No' button.

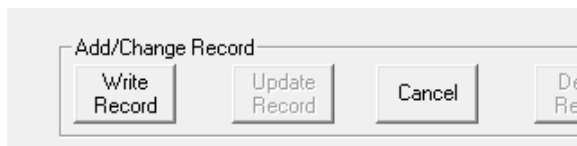
Note: Reference finger used highly recommended

3. Tick doors to be accessed (RIGHT side)

A screenshot of the 'Access Required' section of the form, showing seven checkboxes labeled Door1 through Door7, all of which are currently unchecked.

Note: Number of doors depends on the system installed.

- Click Write Record button (BOTTOM) or Cancel to exit enrolment process.



Connective Touch

SMART Facilities Management

v2.1.0.3

Commands

NEW RECORD: Create New User

UPDATE RECORD: Modify Record/Access

DELETE RECORD: Deletes user from the Database and Doors

NEXT: Show next record in the Database

PREVIOUS: Show Previous Record in the Database

Comm Ports

Enrolment Unit 1097

CAN Interface

Enrol User

Record Was Not Saved

Residents Details

Title First Name Last Name

Address:

Town/City:

Post Code: Telephone No.: Room No.:

Access Required

Door1

Door2

Door3

Door4

Door5

Door6

Door7

Display Record

Add/Change Record

Search For First Name: Last Name:

Template Available?

- Click OK in the box appeared in the upper side.

6. Put finger to enrol on **ENROLMENT UNIT** sensor.



7. Click YES using the button in new screen.

8. WAIT until buzzer bleeps.

9. The finger print is now recorded and the finger can be removed from the unit.

The screen in the centre shows the progress.

Once the fingerprint has been sent to each door enrolled user can have access.

UPDATE DETAILS OF A REGISTERED USER / RESIDENT

This allows to change USER details. If a change of finger enrolled is necessary, the old version of the user details must be deleted and the user must be re-enrolled using the desired finger.

1. Either scroll Next / Previous using buttons on the left bottom corner or use the Search box to find the ENROLLED USER.

The screenshot shows a 'Display Record' section with two buttons: 'Next' and 'Previous'. Below this is a search bar with the following fields and buttons:

- Search For
- First Name:
- Last Name:
-

2. Once ENROLLED USER is found, check the USER details to change.

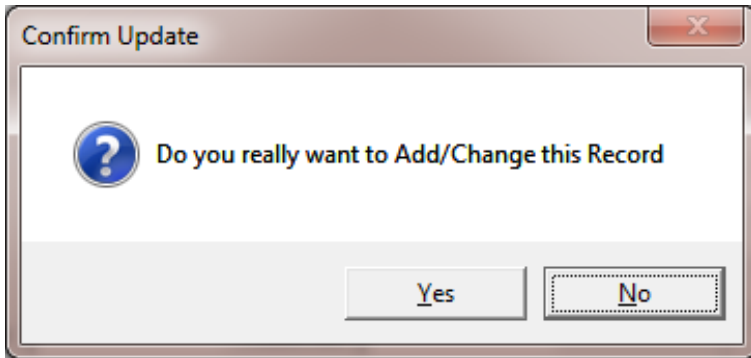
The screenshot shows the 'Residents Details' form with the following fields:

- Title:
- First Name:
- Last Name:
- Address:
- Town/City:
- Post Code:
- Telephone No.:
- Room No.:

3. Replace desired information by clicking boxes, using the keyboard.
4. Once changes have been done, verify they are correct.
5. Click Update Record. At bottom locate Add/Change Record group of buttons.

The screenshot shows the 'Add/Change Record' section with four buttons: 'New Record', 'Update Record', 'Cancel', and 'Delete Record'.

6. Confirm Update window will be shown



7. Click Yes to accept changes.

8. Changes done successfully.

CHANGE ACCESS PERMISSIONS OF A REGISTERED USER / RESIDENT

This allows to change USER details. If a change of finger enrolled is necessary, the old version of the user details must be deleted and the user must be re-enrolled using the desired finger.

1. Either scroll Next / Previous using buttons on the left bottom corner or use the Search box to find the ENROLLED USER.

Display Record

Next Previous

Search For

First Name: Last Name:

Search

2. Details must be checked to find the right ENROLLED USER.

Residents Details

Title First Name Last Name

Address:

Town/City:

Post Code: Telephone No.: Room No.:

3. Tick / Untick doors to be accessed / denied (Right side) Once the ENROLLED USER is found.

Access Required

Door1

Door2

Door3

Door4

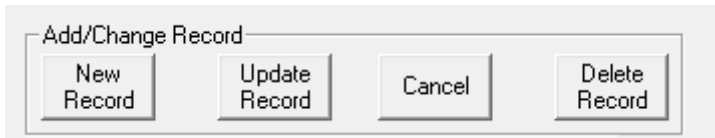
Door5

Door6

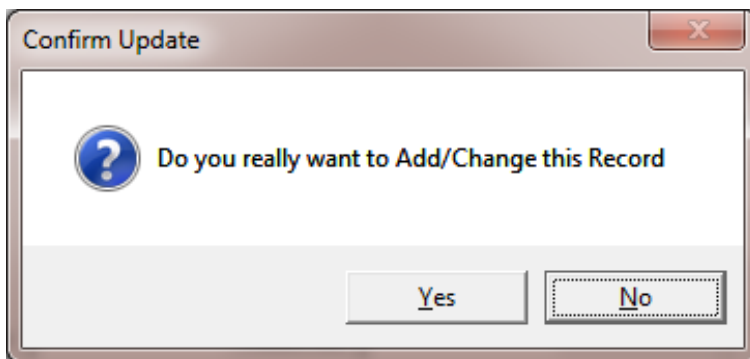
Door7

Note: Number of doors depends on the system installed.

4. Once changes have been done, verify they are correct.
5. Click Update Record. At bottom locate Add/Change Record group of buttons.



6. Confirm Update window will be shown

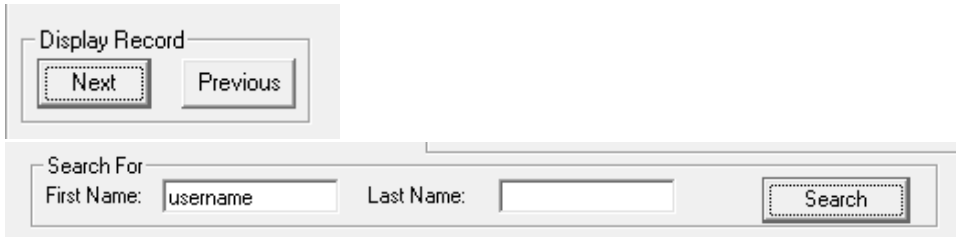


7. Click Yes to accept changes.
8. Changes done successfully.
9. The progress is shown by the screen in the centre.
10. Once the fingerprint has been sent to each door enrolled user can have access.

DELETE ENROLLED USER

This allows to DELETE any ENROLLED USER from the system. Deleted User will not have access to any door under the **SMART ACCESS CONTROL SYSTEM**.

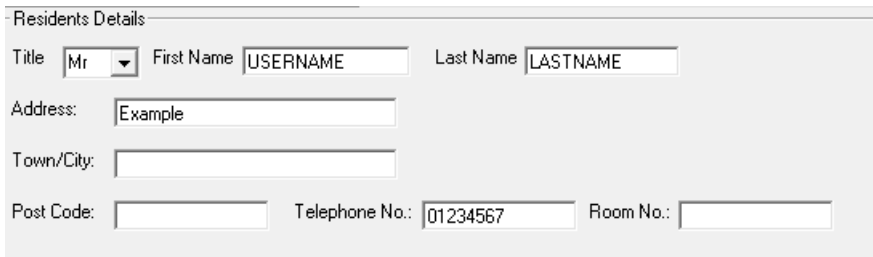
1. Either scroll Next / Previous using buttons on the left bottom corner or use the Search box to find the ENROLLED USER.



The screenshot shows a 'Display Record' section with two buttons: 'Next' and 'Previous'. Below this is a search section with the following fields and buttons:

- Search For
- First Name:
- Last Name:
- Search

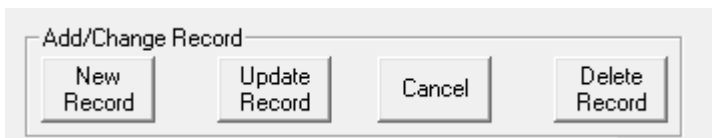
2. Once ENROLLED USER is found, check the USER details to ensure.



The screenshot shows the 'Residents Details' form with the following fields:

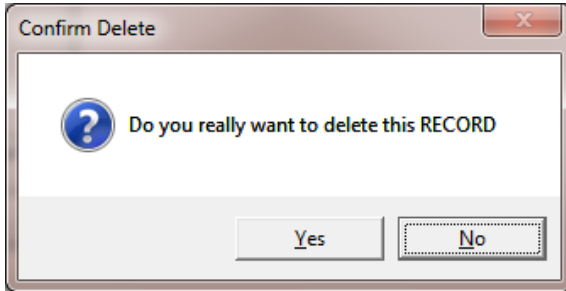
- Title:
- First Name:
- Last Name:
- Address:
- Town/City:
- Post Code:
- Telephone No.:
- Room No.:

3. Click Delete Record. At bottom locate Add/Change Record group of buttons.

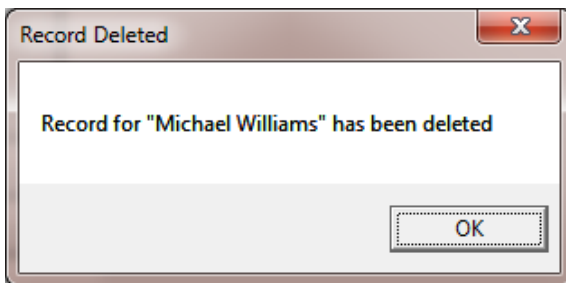


The screenshot shows the 'Add/Change Record' section with four buttons: 'New Record', 'Update Record', 'Cancel', and 'Delete Record'.

4. Click “Yes” to delete. - (*Confirm Delete Window*) -



5. Delete confirmation. - (*Record Deleted Window*) -



6. Click OK.
7. Delete USER is now completed.
8. **IMPORTANT:** Check if there is another of his/her finger registered in the **SMART ACCESS CONTROL SYSTEM**. To do so, either scroll Next / Previous using buttons on the left bottom corner or use the Search box to find the PREVIOUS DELETED USER.
9. If same DELETED USER is found, repeat process from step 2.

USING THE SMART VERIFICATION UNIT

INTRODUCTION

Only ENROLLED USERS can have access to the secured area. Opening the door is possible by placing the ENROLLED FINGER on the fingerprint sensor located next of a door on the **SMART VERIFICATION unit**.

OPENING THE DOOR - (ENROLLED USER)

GETTING ACCESS

Upon registering people in the system, when sensing a finger placed on the sensor, the **SMART VERIFICATION unit** enters the scanning and print matching stages. A buzzer provides audible notification of a successful fingerprint match.

Step 1: Place the finger on sensor - **SMART VERIFICATION unit**.

Step 2: Keep the finger on until bleep. (*Note*¹)

Step 3: Push the door and get access to the secure area.

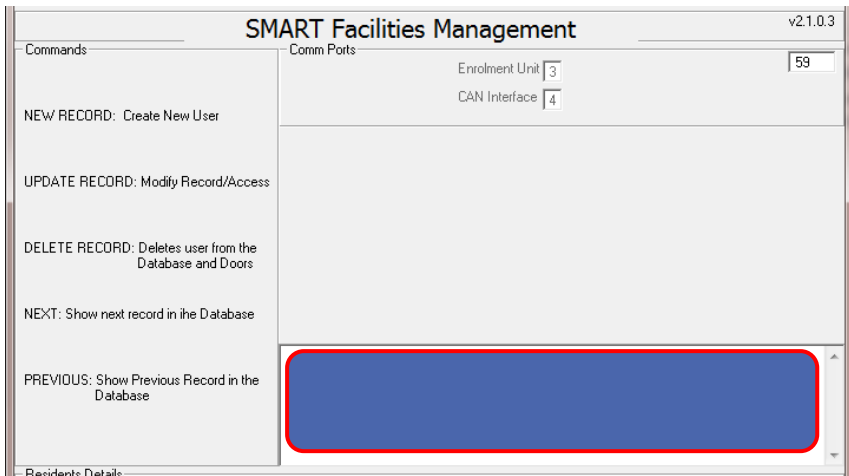
*Note*¹: If no audible notification, USER fingerprint is not recognized. (**Go to APPENDIX**).

GETTING OUT

The handle (safe side) is permanently connected to the mortise ensuring safe exit at all times, by anyone.

TRACKING ACCESS

Events can be found using the **Facilities Management Software -> Records window**.



Approved user getting access will be shown as:

Access Granted, Door: X, USER NAME SURNAME

Note: "X" is the door number.

e.g. **Access Granted, Door: 7, Michael Williams.**



Unauthorised user trying to access will be shown as:

Access Denied, Door: x

Note: "X" is the door number.

e.g. **Access Denied, Door: 7.**

MAINTENANCE

VERIFICATION UNITS

FINGERPRINT SENSOR

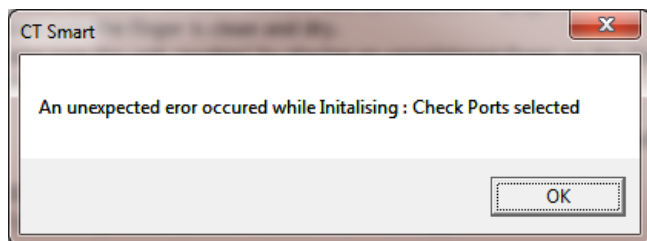
Do not abuse the fingerprint sensor by scratching the surface, contacting the sensor's surface with heat, pressing hard during placement of fingerprint for verification. Clean the sensor occasionally with dry wipes to maintain the performance of the sensor. Dispose of used batteries to a proper recycling unit.

APPENDIX – TROUBLESHOOTING

INIZIALIZING

SCREEN MESSAGES WHEN INIZIALIZING

WRONG PORTS CONFIGURATION

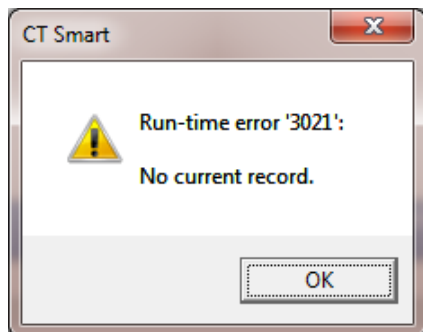


This message is shown when the **ENROLMENT UNIT** and/or the **COMMUNICATION INTERFACE UNIT** are not well connected in the configured USB ports.

The enrolment process as well as the tracking process may not work.

- Ensure **USB** cables and **SERIAL** connectors are fully plugged and try again.
- If PC ports connections have been changed, plugging the **ENROLMENT UNIT** and/or the **COMMUNICATION INTERFACE UNIT** in the previous USB ports is a solution. A document must be stored during installation to record the initial configuration. Asking installer for the files can help.
- If finding the previous configuration ports is not possible. Please contact installer.
- If problem persists, please contact our [Technical Support](#).

DATABASE MISSING



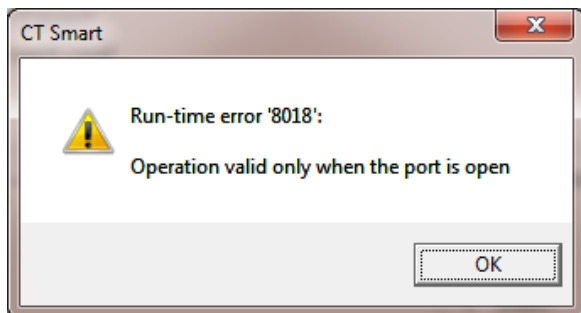
This message is shown when the DATABASE has been deleted from the **Facilities Management Software** root folders.

- Check the recycler bin and restore the files deleted. Run the program again.
- If the problem persists, please contact installer.
- If problem persists, please contact our [Technical Support](#).

ENROLMENT

SCREEN MESSAGE WHEN ENROLING OR UPDATING ACCESS

Upon a New Record is created and ready to save the fingerprint, pressing YES when asking for User Finger on Sensor can generate the next message box:



This message is shown when the **ENROLMENT UNIT** and/or the **COMMUNICATION INTERFACE UNIT** are not connected in the configured USB ports.

The enrolment process as well as the tracking process may not work.

- Ensure **USB** cables and **SERIAL** connectors are fully plugged and try again.
- If PC ports connections have been changed, plugging the **ENROLMENT UNIT** and/or the **COMMUNICATION INTERFACE UNIT** in the previous USB ports is a solution. A document must be stored during installation to record the initial configuration. Asking installer for the files can help.
- If finding the previous configuration ports is not possible. Please contact installer.
- If problem persists, please contact our [Technical Support](#).



connectivetouch[®]

secured and simplified[™]

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