

How to Assign User Permission to Unlock the door

Equipment Model	Firmware	Course Version	Date
DH-ASC1204B-S	General_ASC1204B_MCU_V1.103.0000.0.R.20170527	V1.0	2017/10/30
ASR1102A(V2)	General_ASR1102A_MCU_V2.003.0000.0.R.20170421		
ASR1102A-D(V2)	General_ASR1102A-D_MCU_V2.003.0000.0.R.20170421		
SmartPSS	V 2.01.0		

Overview

- First of all, you should set the Time zone. For example, the door can be unlocked during 08:30-17:30 in weekdays and during 08:00-22:00 in weekends. You can set two time zones. Then you need to set door groups. For example, if only staff from R&D can unlock door1 and door2, you can group those doors and select R&D staff to the door group.

Time Zone Setting



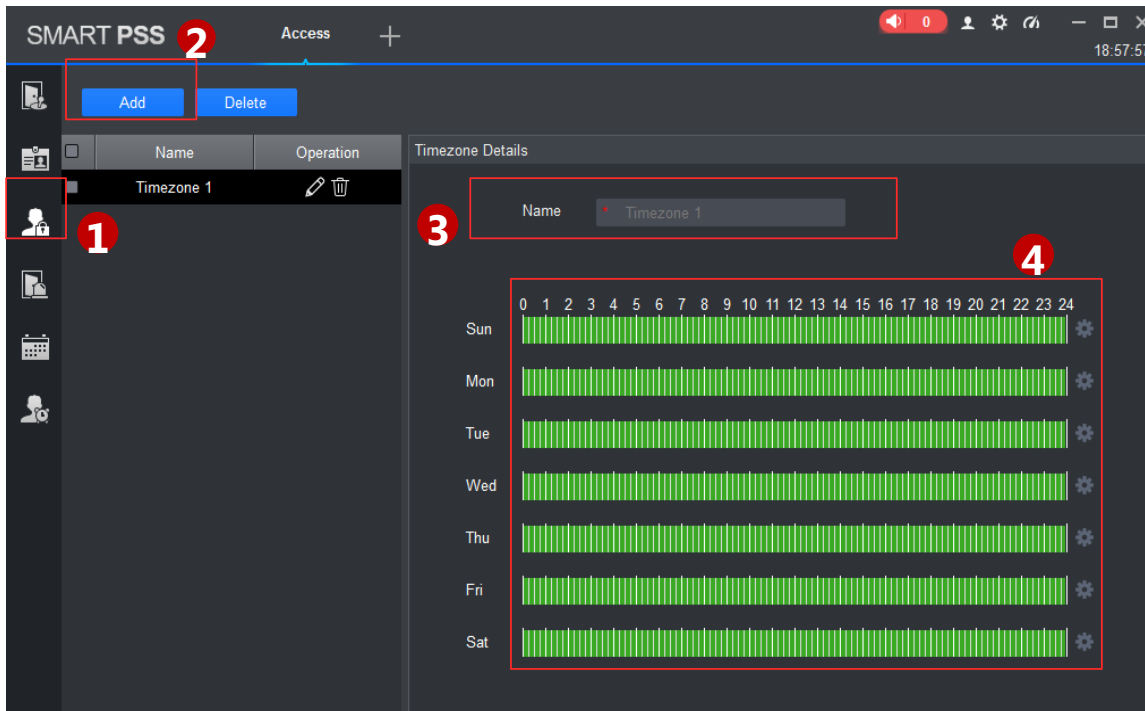
Door Group Setting




Select Users



How to Set Time Zone



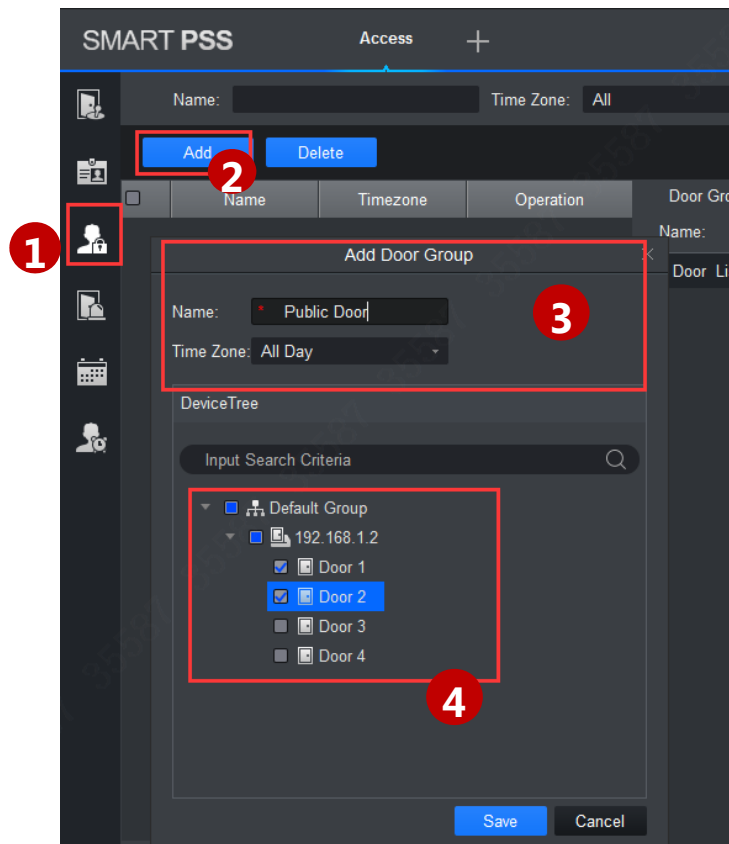
- ① Click , select Time Zone Setup.
- ② Click Add
- ③ Enter period name.
- ④ Select daily period for Monday to Sunday.

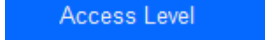
Note:

A device supports to 128 periods setup with daily limit of 4 periods.

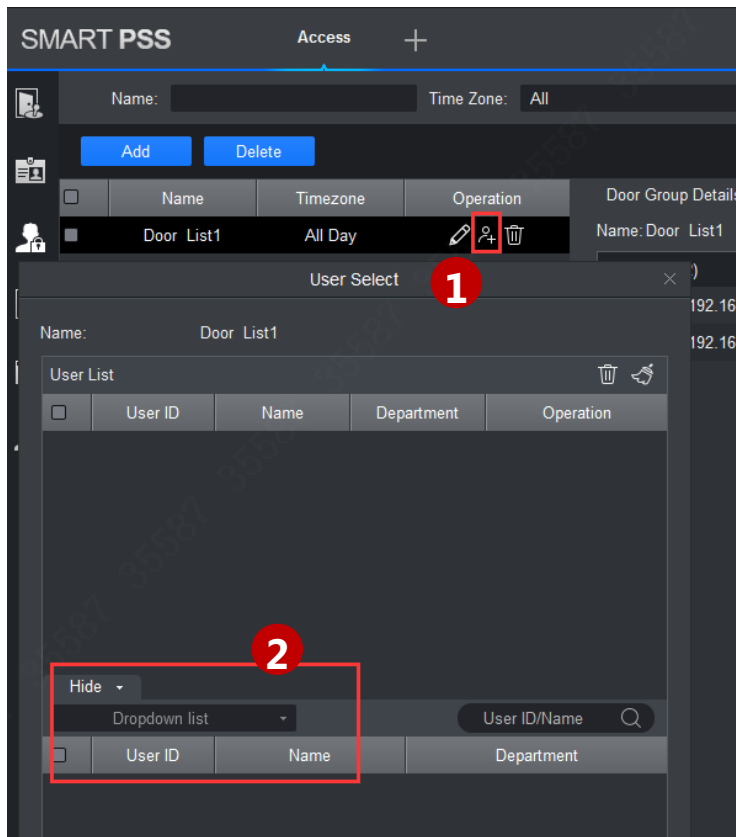
In Access Control interface, click Time Zone Setup to set specific reader to be valid with specific period and not valid on other periods, as well as set that user can only access a specific door within a specific period. Period is used for NO period, holiday period, first card period, remote verification period, Door Group Right period.

How to Set Door Group Right




- ① In User Management interface, click 
- ② Click add.
- ③ Enter name of door group, which cannot repeat existing door group name, and Select access period.
- ④ Select doors in this group and save it.

How to Select Users in Door Group



After add door group, in each group you have to add user

- ① In each Door Group list, click 
- ② In search list dropdown list, select department of user you want to add or directly enter user ID or name.

Note:

In search list filter out user who do not have card no. info.