

SecuXper IDP+

USER MANUAL



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1. SecuXper IDP+ Overview

SecuXper IDP+ is a solution for controlling access with users, authentication media, and access problem language equipment.

1.1 Feature

- ① Expanding the flexibility of access policies and strengthening various analysis functions
 - Rather than simple access permission/blocking management, access policy architecture that can respond flexibly according to the work environment
 - Analytics monitoring from a security, availability perspective
- ② SW architecture that can quickly respond to customer requirements
 - Trend technology in all areas of solution, application of open source and minimization of dependence
 - Separate the core area and customer area (screen/linkage) and modularize functions to facilitate customization and external linkage
 - Streamline SW installation and deployment
- ③ Securing user/operator convenience and performance stability
 - Work process-based screen design
 - Minimizing inconvenience and performance issues in UI use by applying the latest technology

1.2 Function

- 1 User
 - User management, user photo registration, Retired personnel management
- 2 Visitor
 - Visit request, visit status list, visit card lend/return
- 3 Authentication Media
 - ID card application, public card application, card issuance, card management, face information management, fingerprint information management, temporary card rental/return, authentication media product management, smart card entry level management, card print profile management
- 4 Entry

- Entry permission policy management, User access policy management, Entry blocking policy management, entry schedule management, Elevator policy management, entry log monitoring, entry log search, entry log search (Retired Employee)
- 5 Location/Device
- Installation location management, door operation schedule management, door status monitoring, door status log search, building management, device management, connection server management, device transmission history, device status monitoring, device status log search.
- 6 Attendance
- Attendance log search, Attendance history list
- 7 Organization
- Company/Site management, Department management, Partner company management
- 8 Setting
- Menu management, Role management, User/Menu management by role, Login ID/Authority management, Common code management, Application Configuration management, Notice, Access allowed IP management, Privacy process history, Change history
- 9 Etc.
- Dashboards, Menu Favorites, Save Search Criteria, Bookmark Specific Data, Notifications, Activex/alternative
- 10 Batch
- Synchronization of access level, PL/ML/BL/NL/EV synchronization, log retransmission , holiday information synchronization, synchronization of access schedule, synchronization of door operation schedule, deletion of employee information, deletion of visitor information, synchronization of personnel information

2. System Configuration and Installation

2.1 System Requirements

Category	Minimum Specification	Recommended Specs
CPU/RAM	4Core, 8GB	8Core, 16GB
Storage	100 GB SSD	500 GB SDD
Network	10/100/1000Mbps Ethernet	

Operating System	Linux with Docker
Browser	Chrome
DBMS	PostgreSQL 16.xx

Table 2-1. System Requirements2-1

The software consists of one installation CD and a user manual.

2.2 System Diagram

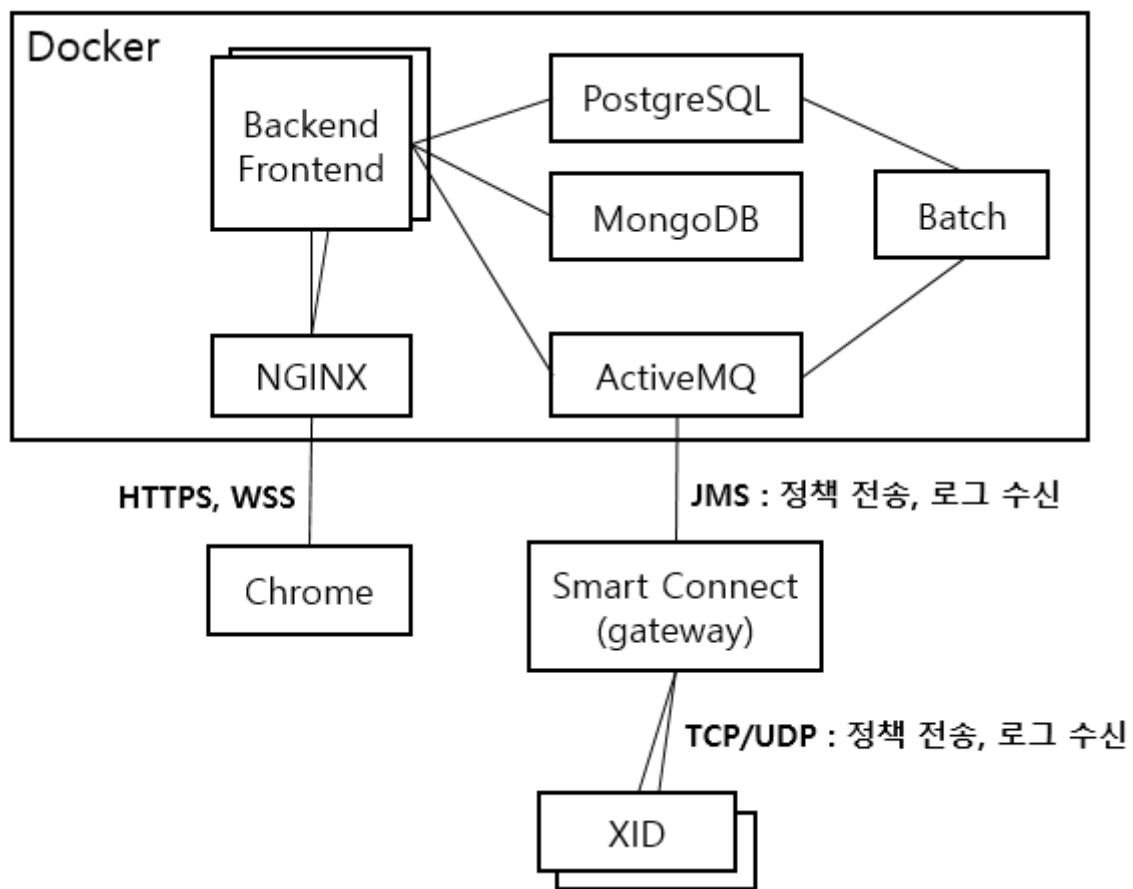


Figure 2-2. SecuXper IDP+ Access Security Diagram

3. Get started

3.1 Screen flow by user scenario

1. Register basic company information

The first thing a company needs to register if they want to use the SecuXper IDP+ system is the basic information of the company.

- (1) [Company Registration](#)
- (2) [Business Site Registration](#)
- (3) [Registered as a partner company](#)

2. Installation location and equipment registration

In order to connect and use the equipment installed on site with the SecuXper IDP+ system, it is necessary to register the building, installation location, connection server, and equipment for each business site.

- (1) [Building Registration](#)
- (2) [Register installation location](#)
- (3) [Register Connection Server](#)
- (4) [Register your device](#)

3. Personnel Information Registration

You must register your user information because it issues authentication media and manages access rights based on the user ID or access level given to the card, which is a unique number in SecuXper IDP+. Before that, register the department information required for user information registration. In addition, in order to issue an ID card, photo registration is required, so the user photo registration process is carried out.

- (1) [Department Registration](#)
- (2) [User Registration](#)
- (3) [Register user photo](#)

4. Registration of basic information of authentication media

Users must issue an authentication medium to verify their identity to enter. In order to issue authentication media, it is necessary to first register the card printing profile that determines the card design for each company or site, the authentication media product, and the authentication media access level that allows access rights to be granted according to the identity.

- (1) [Register card print profile](#)
- (2) [Registered as an authentication media product](#)
- (3) [Authentication Media Access Level Registration](#)

5. Issuance of authentication media

The authentication medium includes an ID card that only individuals can hold and use, and a public card that anyone can temporarily borrow and return, and the issuance procedure for each is as follows.

- (1) Issuance of ID card
 - ① [ID Card Application](#)
 - ② [Issuance of ID card](#)
- (2) Issuance and rental of public cards
 - ① [Public Card Application](#)
 - ② [Issuance of public card](#)
 - ③ [Borrowing/returning a public card](#)

6. Entry Policy Settings

The access control manager of each company creates an entry policy that allows or blocks access by grouping multiple doors into a group, and manages the access rights of users within it.

In this case, the entry permit policy can set a separate time for each day of the week or holiday, but it is not required. By default, it is always allowed.

- (1) Entry Policy
 - ① [Entry schedule and holiday registration by day of the week](#)
 - ② [Register the Entry Policy](#)
 - ③ [Add an entrance door](#)
 - ④ [Setting up entry rules](#)
- (2) Entry Restriction Policy
 - ① [Registration of entry blocking policy](#)
 - ② [Add an entrance door](#)
 - ③ [Setting up entry rules](#)

7. Entry Log Inquiry

Once the device is connected to the system, the user is issued an authentication medium, and access is granted, it is now possible to actually enter. The SecuXper IDP+ system allows your company's access control security personnel to view and monitor users' previous access and exit in real time.

- (1) [Entry Log Inquiry](#)
- (2) [Entry Log Monitoring](#)

8. Set the door operation schedule

Regardless of the right to enter, you can apply forced opening and closing of each entrance door on holidays or days of the week. This takes precedence over access rights.

- (1) [Gate operation schedule and holiday registration](#)

9. Inquiry on the status of doors and equipment

Access control Security personnel can view previous logs or monitor the status of doors and equipment in real time.

- (1) [Door Status Log Inquiry](#)
- (2) [Door Status Monitoring](#)
- (3) [View equipment status log](#)
- (4) [Equipment Condition Monitoring](#)

10. Request a Visit

When an external visitor who is not an employee wants to visit the company, he or she registers the visitor information and application information by applying for a visit in the SecuXper IDP+ system, and issues a visit pass.

- (1) [Request a Visit](#)
- (2) [Visit Request List Inquiry](#)

11. Attendance log and history inquiry

The person in charge can check the attendance history of users through the SecuXper IDP+ system or check the logs tagged with the attendance terminal.

- (1) [Attendance history list](#)
- (2) [Attendance log search](#)

3.2 System Connection

- (1) Launch your Internet browser.



Figure 3-1. Launching an Internet browser (Chrome)31

- (2) Enter the address of SecuXper IDP+ access security in the Internet browser and the login screen will appear.

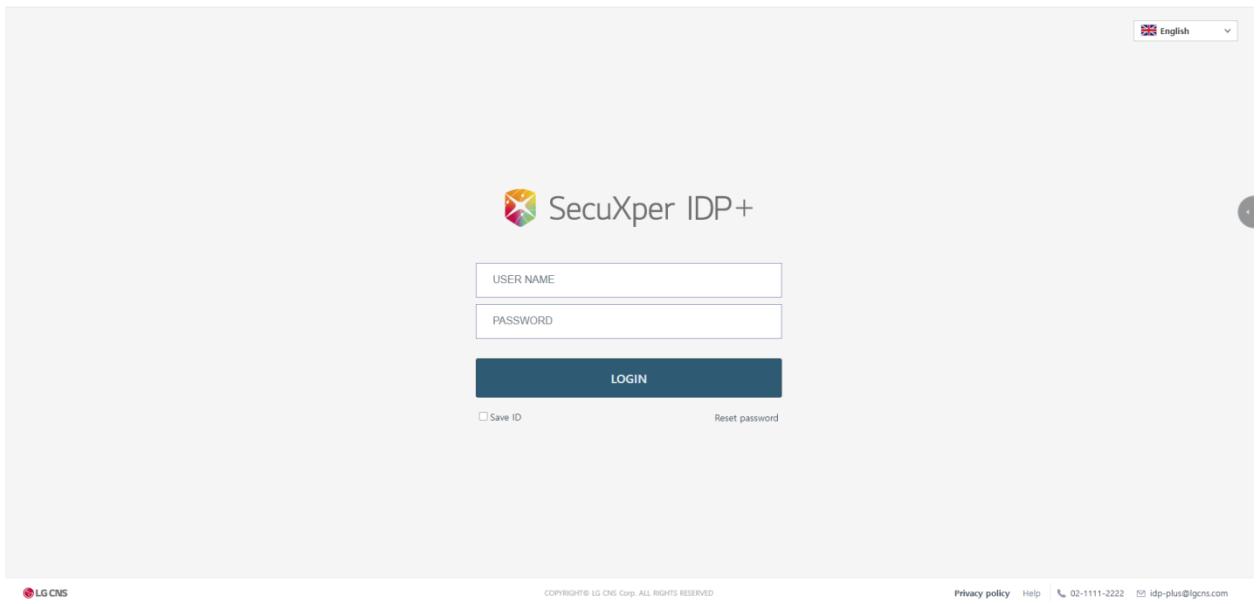


Figure 3-2. SecuXper IDP+ Access Security splash screen32

3.3 Log in

For access control security, SecuXper IDP+ access security provides a variety of management functions for authorized users only, and therefore has a user authentication process. Here's how to log in to use SecuXper IDP+.

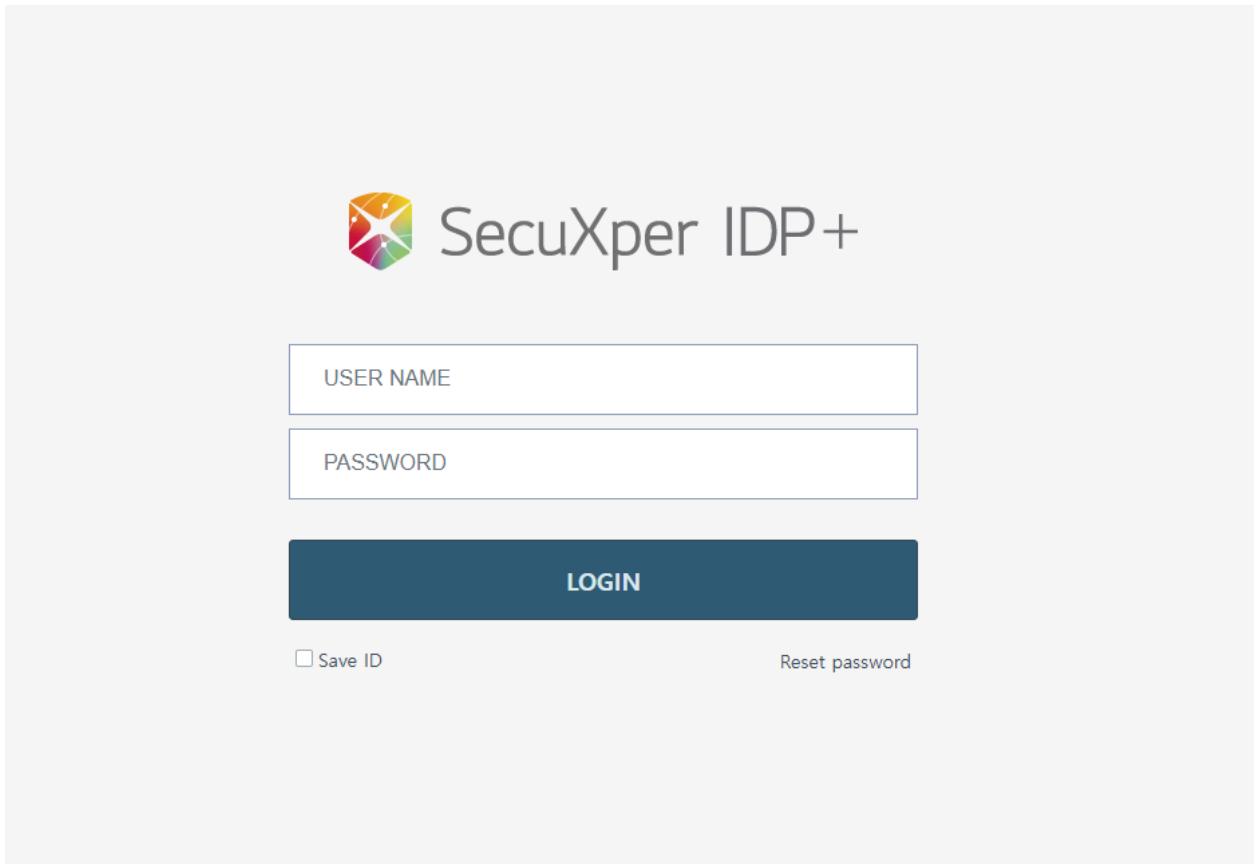


Figure 3-3. Log in33

- ① Enter your ID and password in the input box, in order.
- ② If you don't want to enter your ID on the next login attempt, click the Save ID checkbox to put a checkmark on it.
- ③ Next, click the Login button or press Enter to try to log in.
- ④ In the following cases, you will be prompted to change your password.
 - Your password is expired.
- ⑤ If the number of failed logins exceeds the set number (5), you will receive the error message "Your login account is locked. Please try again in 60 seconds." You can retry logging in after 60 seconds.

► **Reset Password**

If you forget your account password, we provide the following features to reset your password. Here's how to do it.

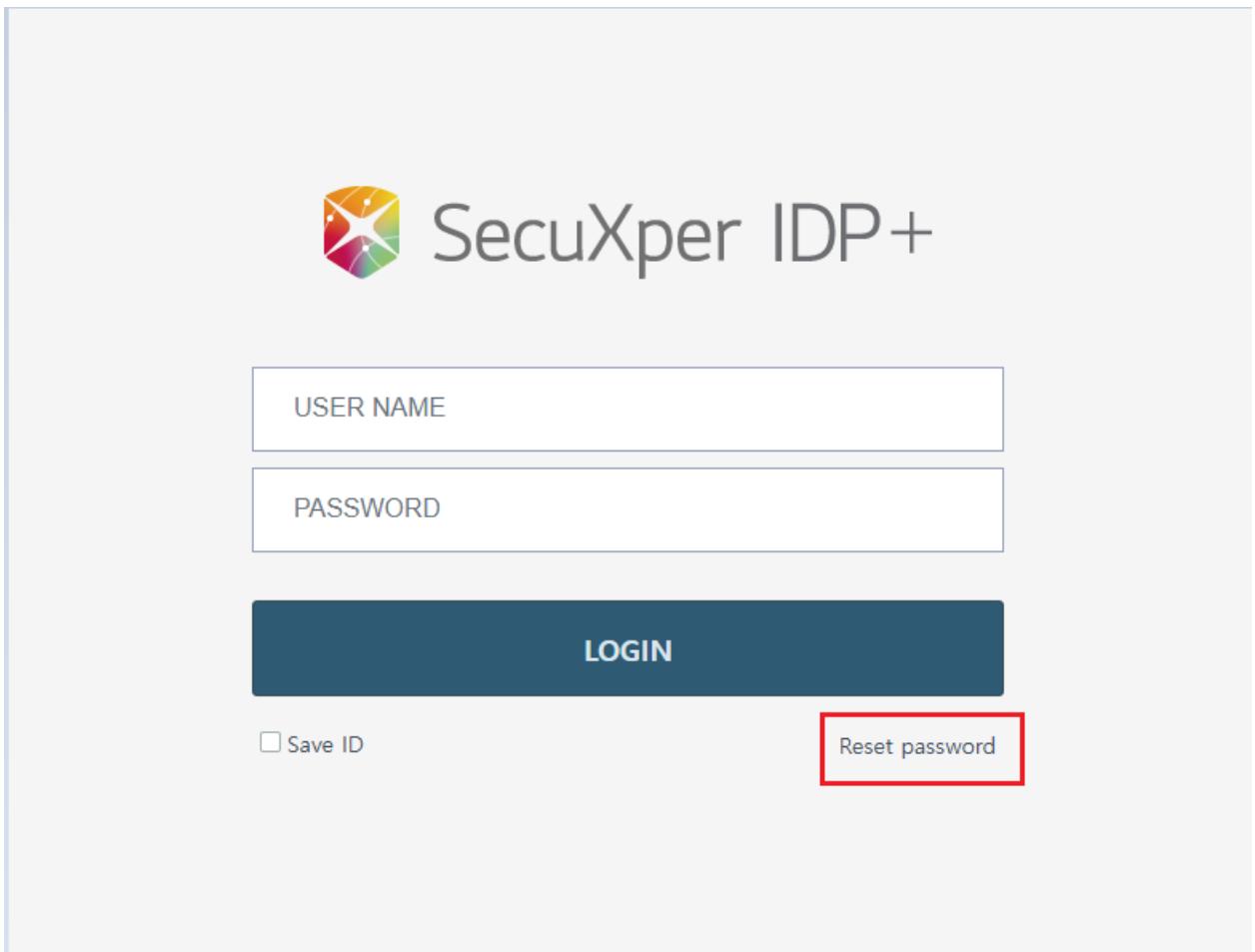


Figure 3-4. Password Reset - 134

- ① Click **Reset password**.

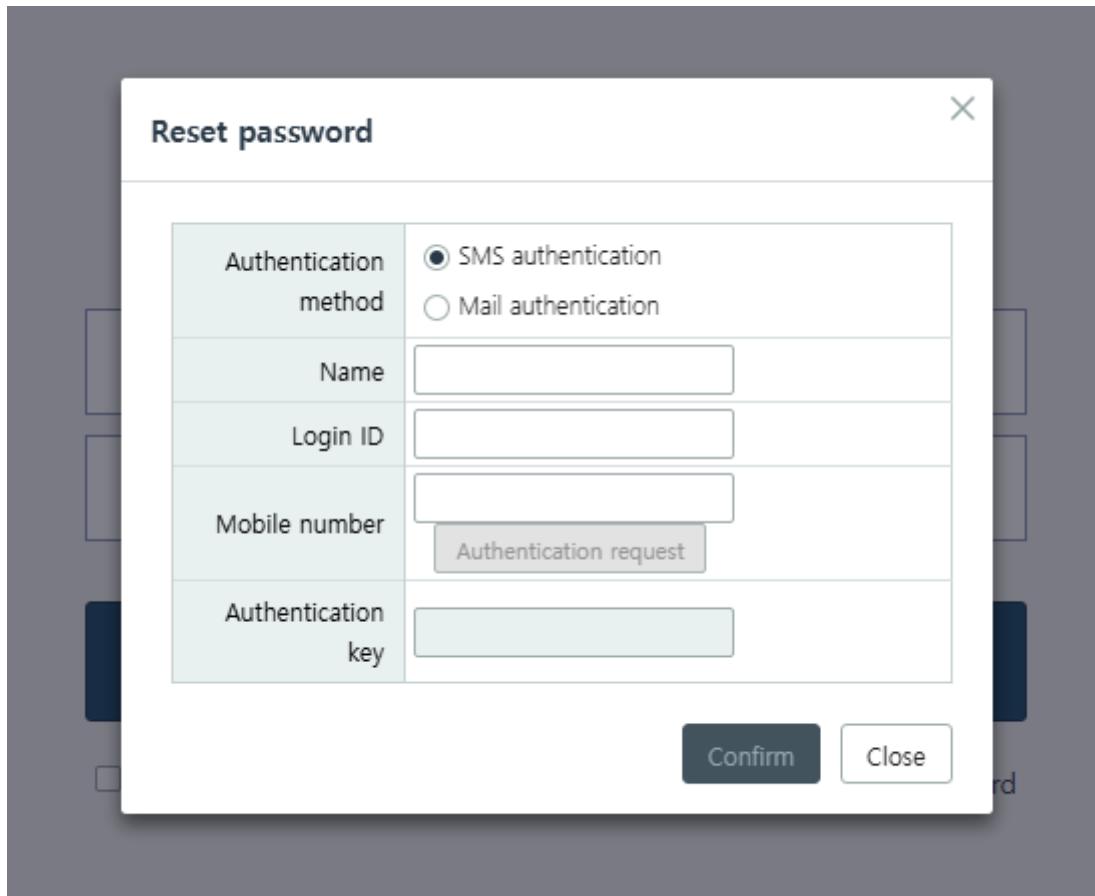


Figure 3-5. Password Reset - 235

- ① Select the authentication method (SMS or Mail).
- ② Enter your name, login ID, and Mobile number (email) in the fields.
- ③ When the [Authentication request] button is activated, click the button.
- ④ Enter the authentication key given through the authentication method.
- ⑤ When you click the Confirm button, a new password will be sent to the selected authentication method.
- ⑥ If you log in with the new password you were given, the login will be successful.

4. Common Functions

4.1 Menu Favorites

SecuXper IDP+ provides a bookmark feature that allows users to quickly and easily access frequently used menus for each user account. How to use Menu Favorites is as follows.

► Add favorites

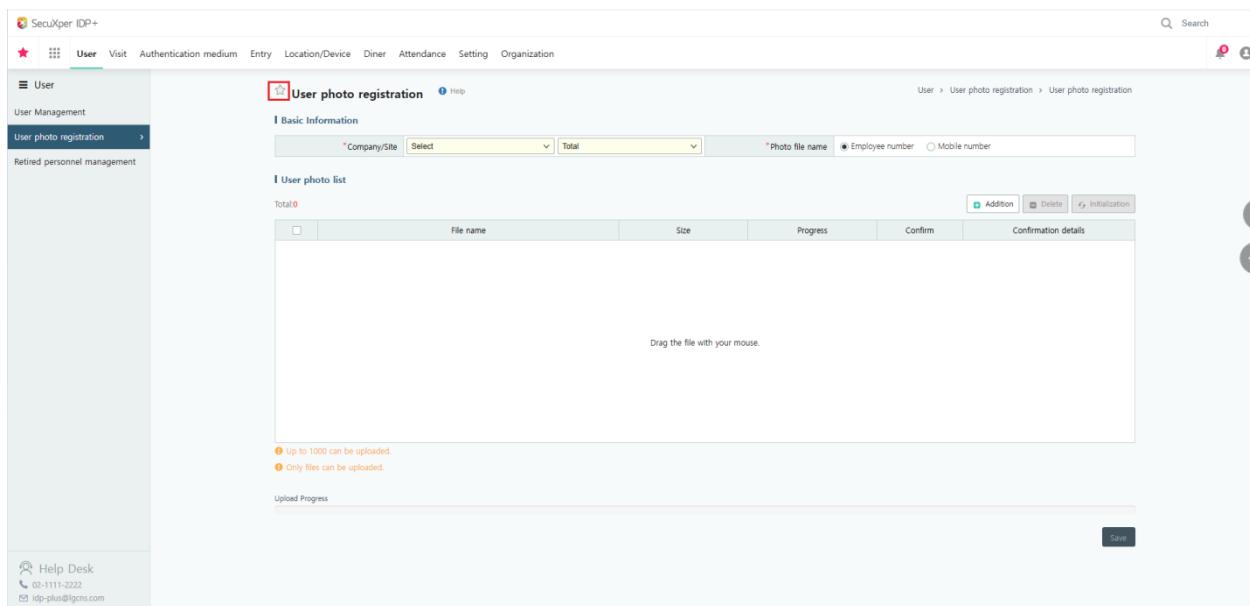


Figure 4-1. Adding a menu favorite41

Click on the gray star icon on the left of the screen title and it will fill in red and be added to your favorites.

► Favorite Lookup

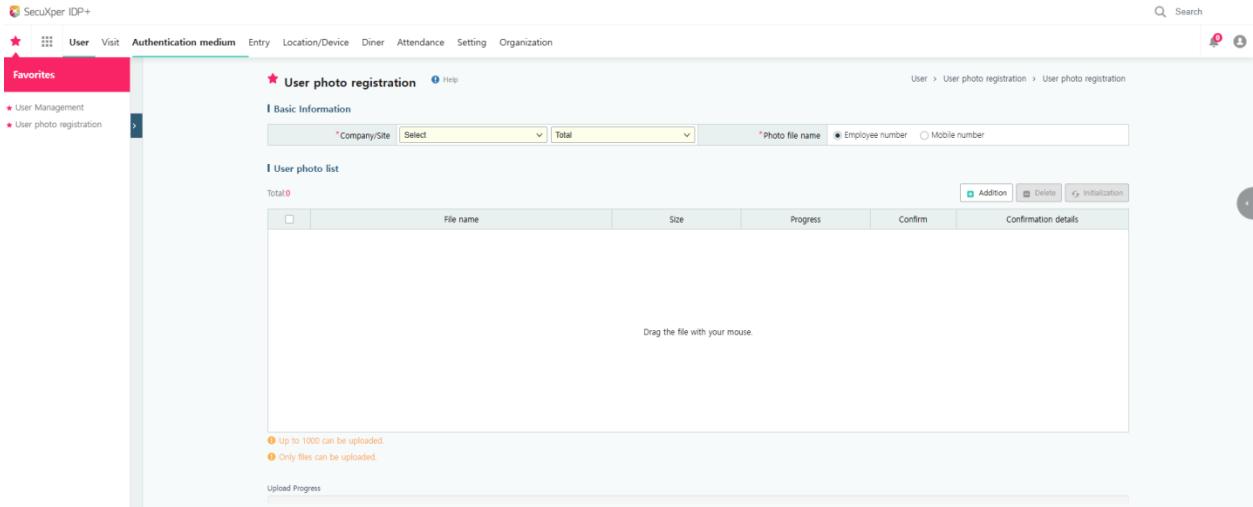


Figure 4-2. Favorite lookup42

If you click the red star icon on the left side of the top menu, you can see all the menus in your favorites.

► Unfavorite

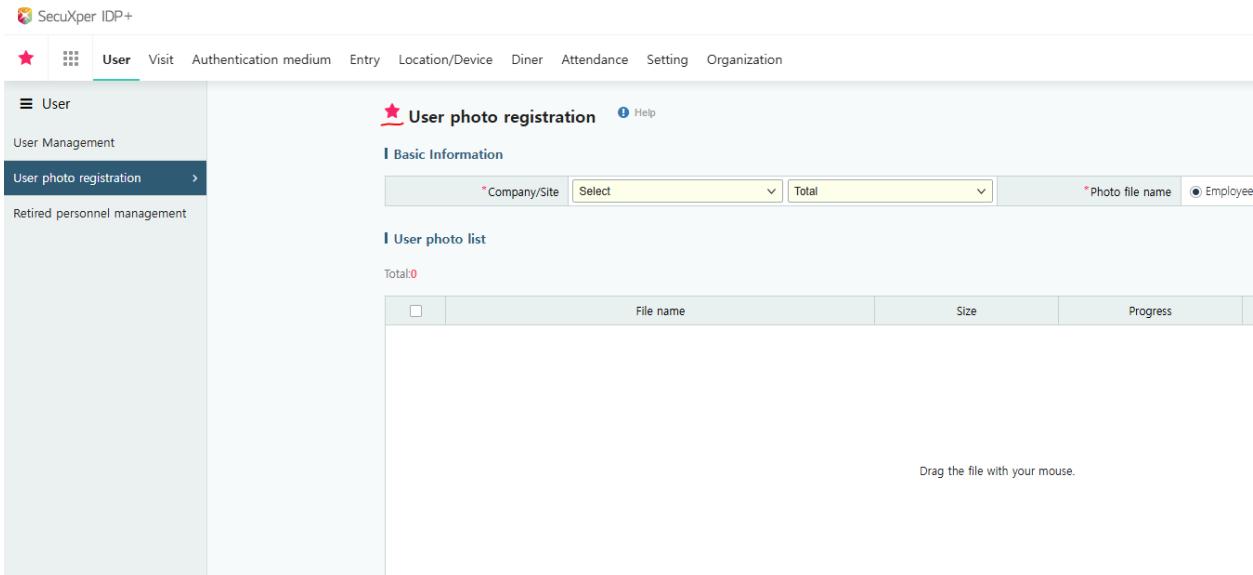


Figure 4-3. Unfavorite43

Click the red star icon  to the left of the screen title to turn gray and remove it from favorites.

4.2 Save your search criteria

Some screens for each user account provide a search condition saving function that allows users to save the entered search conditions and quickly search them for the next use. The menu with the function of saving search conditions is as follows.

Top Menu	Menu
User	User Management
Entry	Entry permission policy management
	Entry blocking policy management
	Entry schedule management
Location/Device	Location management
	Door operation schedule management
	Door status monitoring
	Door status log search
	Door Open Status Search
	Device management
	Device transmission history
	Device status monitoring
	Device status log search
Setting	Notice

The search condition storage function is as follows.

► Save your search criteria

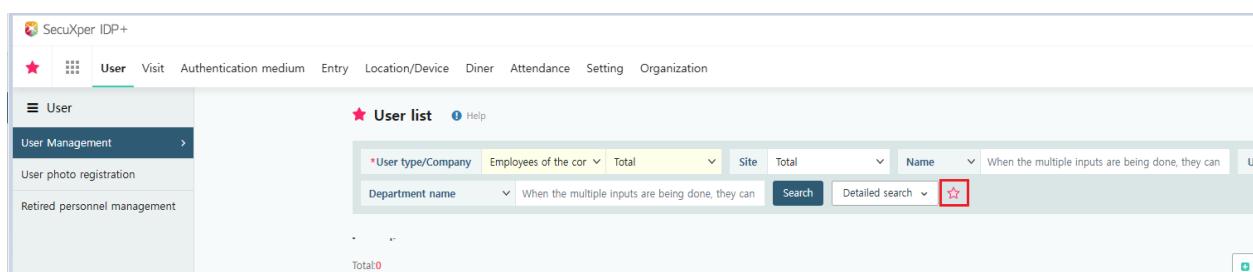


Figure 4-4. Add search criteria -144

- ① Click the star icon on the right side of the **Search** button or the **Detailed search** button.

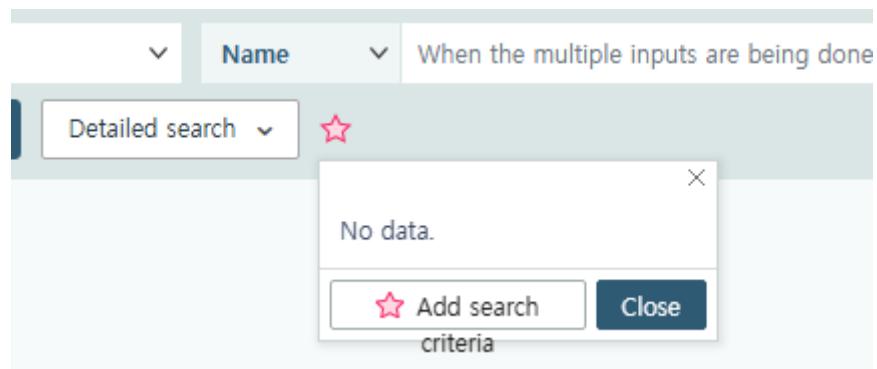


Figure 4-5. Add search criteria -245

- ② Click [Add search criteria] button.

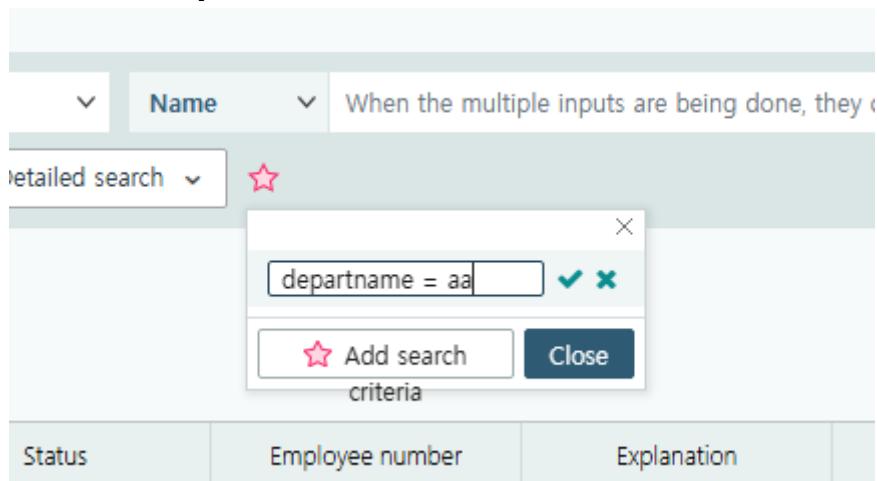


Figure 4-6. Adding Search Criteria -346

- ③ A text box will open. Enter the name of the search criteria you want to save.
- ④ Click the check icon on the right side of the text box. (Click X to cancel)
- ⑤ Completed. Click button **Close**.

► View Search Criteria List

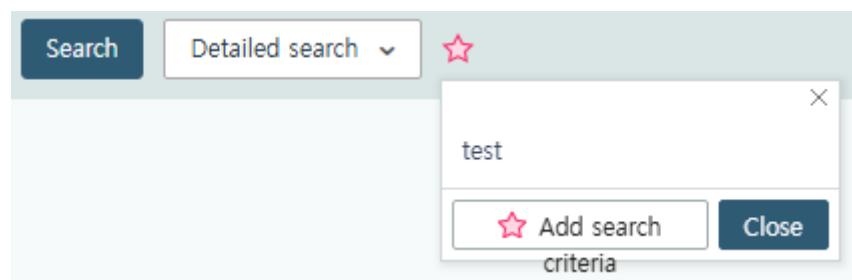


Figure 4-7. Search Query -147

If you click the star icon on the right side of the [Search] or [Detailed search] button, you can view the saved search conditions.

► **Edit your saved search criteria**

- ① Hover over the search condition you want to edit from the list of searched search criteria.
- ② Click the pencil icon to open the text box again.
- ③ Enter the search criteria name in the text box as you did when you saved it and click icon check.
- ④ The modification is complete.

► **Remove search criteria**

- ① Hover over the search item you want to delete from the list.
- ② Click the trash can icon to complete the deletion.

4.3 Bookmark specific data

Similar to the save search criteria function described above, IDP+ provides a function that allows users to save specific search criteria items (user, department, installation location) in their favorites for each user account and quickly search for them next time.

The screen that includes the function of adding the following search criteria items to favorites is as follows.

Top Menu	Menu	Filter:
User	User Management	User custom, Department designation
Authentication Medium	Card Issuance	User custom
	Card Management	User custom
Entry	Entry permission policy management	User custom
	Entry blocking policy management	User custom
Location/Device	Location management	Location designation
Setting	Login ID/Authority Management	User custom

Here's how to use favorites:

► Add favorites

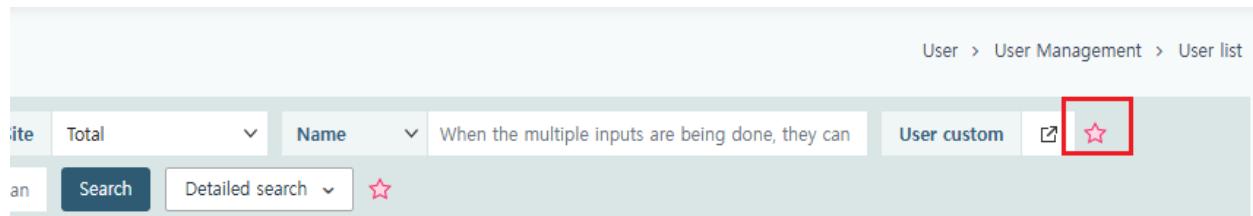


Figure 4-8. Adding a favorite48

- ① Click the star icon on the right side of the item.
- ② Click button  .
- ③ When the text box opens, enter the contents (username/department name/installation location).
- ④ Click on it when it is found in the list. (Keyboard arrow keys and Enter keys are available in the list.)
- ⑤ You're done adding it to your favorites.

► Bookmark and add to search criteria

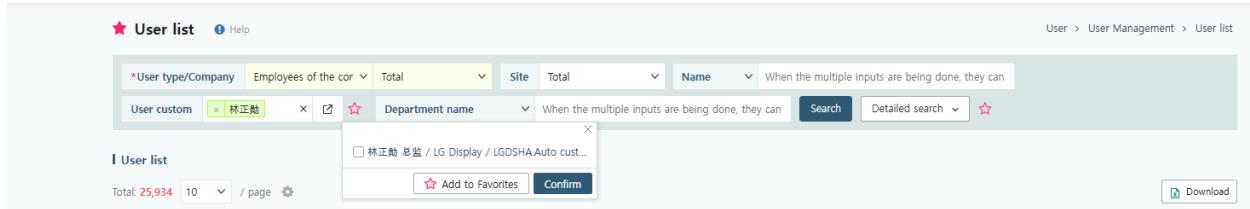


Figure 49. Favorite lookup49

- ① Click the star icon on the right side of each item to view the data saved in your favorites.
- ② Check the data you want to add to the search criteria and click Confirm to add it to the search criteria.



Figure 410. Adding search criteria410

In addition, you can also view saved bookmark data in the specific items pop-up (User custom, Department, location).

- ③ Click the specific item pop-up button .
- ④ Click the Favorites tab to view the items you have saved in your favorites.

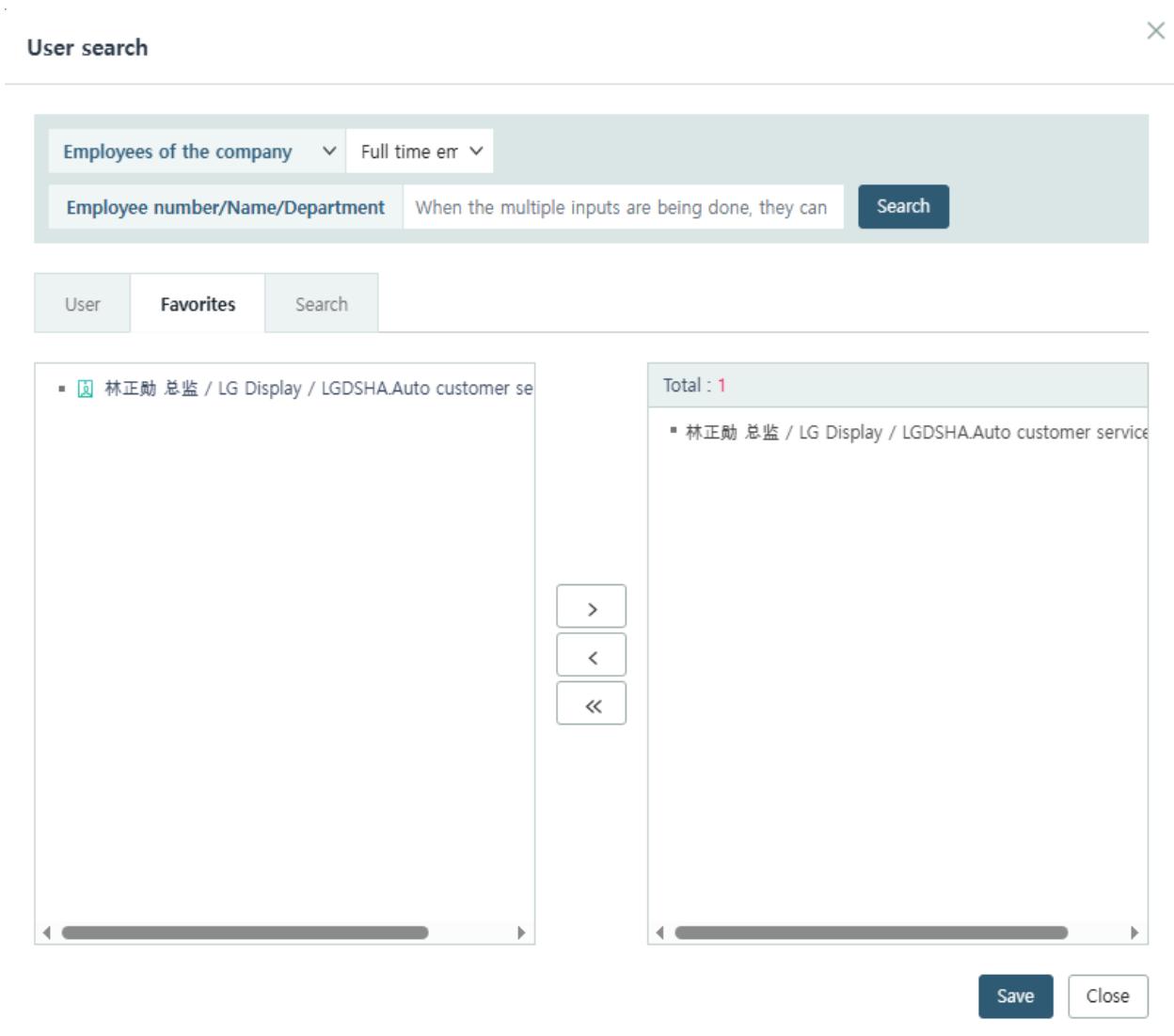


Figure 4-11. Designated pop-up favorites411

► Delete favorites

- ① Click the star icon on the right side of the item.
- ② Hover over the data you want to delete.
- ③ Click the trash can icon to complete the deletion.

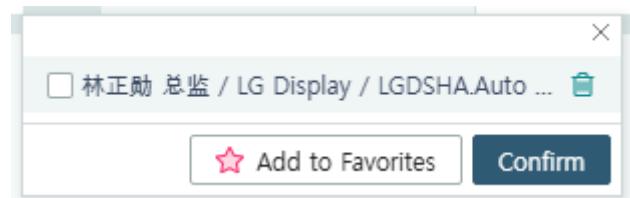


Figure 4-12. Deleting favorites412

4.4 Notification List

You can check the notification for announcements or alarms in the notification list for each user account.

- Newly uploaded announcements and recent security alerts are displayed.
- The notification list opens when you click the bell icon in the upper right corner of the entire screen.
- The number of notifications is displayed as a red number on the bell icon.
- The status of the notification window is maintained even if you close and reopen the browser to log in again.

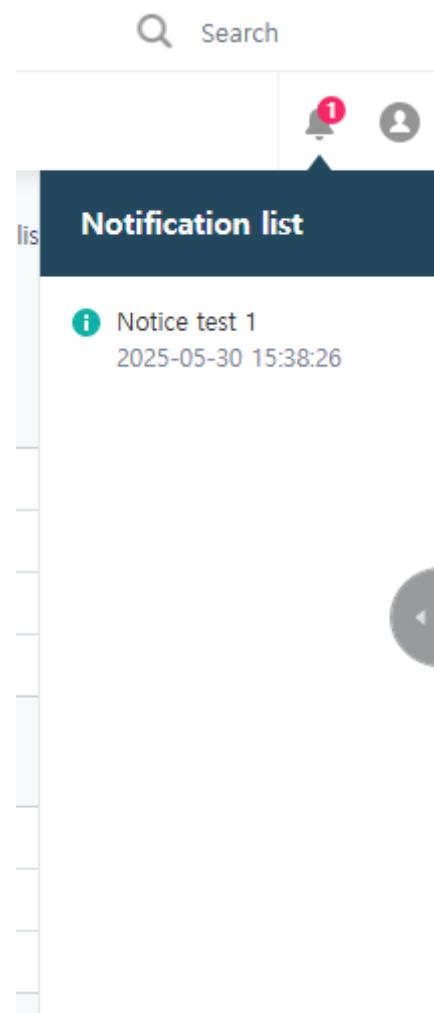


Figure 4-13. Notification List413

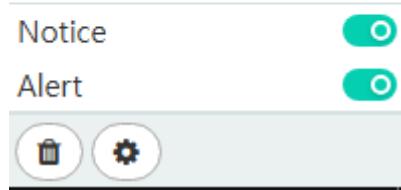


Figure 4-14. Setting and deleting the notification list414

► **Set up an alert list**

Click the gear icon at the bottom to set ON/OFF for announcements and alarms.

► **Delete an alert list**

Click the trash can icon to delete the entire notification.

5. Dashboard

5.1 Dashboard main screen

SecuXper IDP+ provides a function that allows you to monitor the status of registered major equipment, failure status, and issued card status in real time. For each widget on the dashboard, users can directly set the viewing period or alert criteria, and they can also adjust the position and name of the widget.

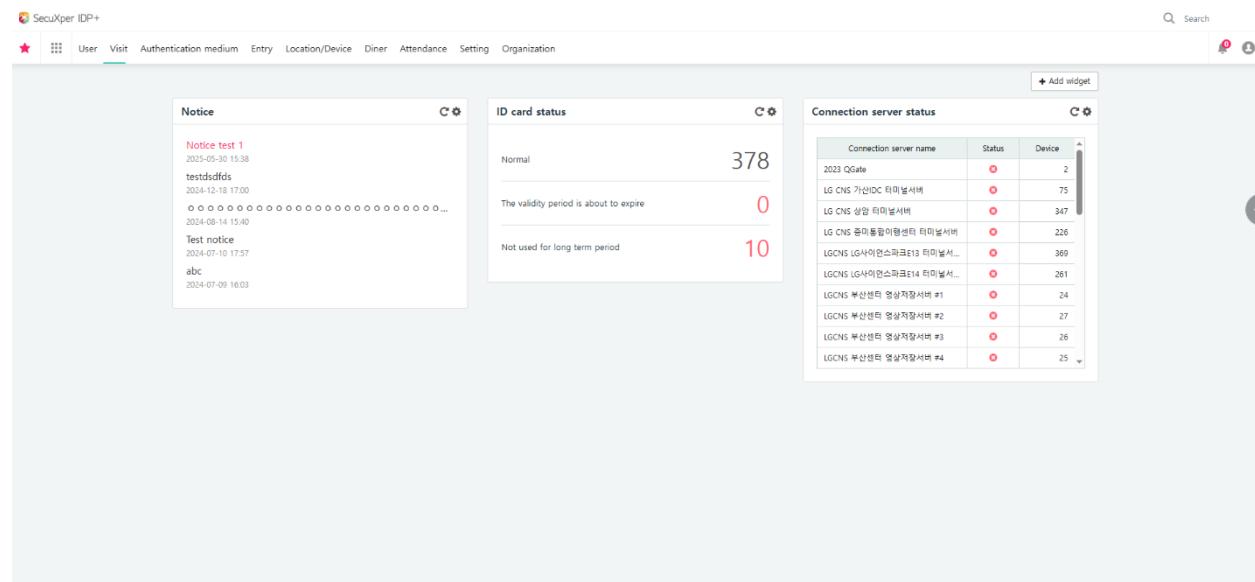


Figure 51. Dashboard Main Screen

5.2 Dashboard Lookup

Here's how to check the widgets registered for SecuXper IDP+ on your dashboard:

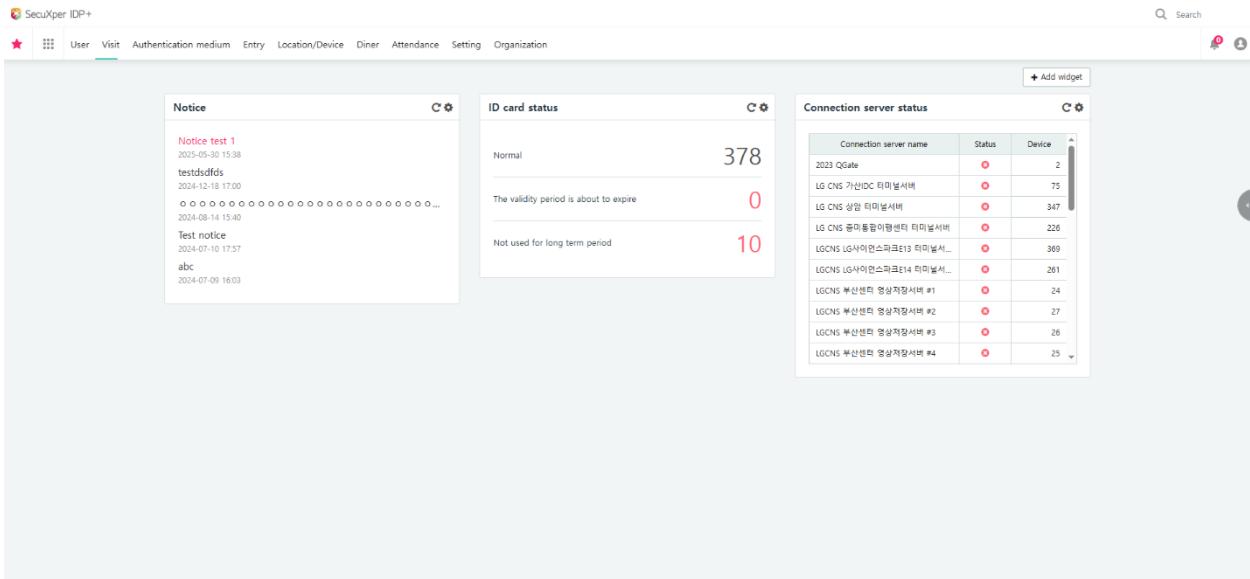


Figure 5-2. Dashboard Lookup Screen52

- ① When you log in to SecuXper IDP+ Access Security, you will see the widget directly on the dashboard.
 - If there are no widgets, it will appear empty.
 - ② You can freely adjust the position of the widget by clicking and moving it with the mouse.
 - ③ Click the refresh icon  in the upper right corner of the widget to update with real-time information.
 - ④ If you click the gear icon in the upper right corner of the widget, you can set up the basic information required for each widget.

5.3 Register dashboard widgets

- ① Click the button  in the upper right corner of the dashboard.
- ② The main categories are items as shown in Figure 53.

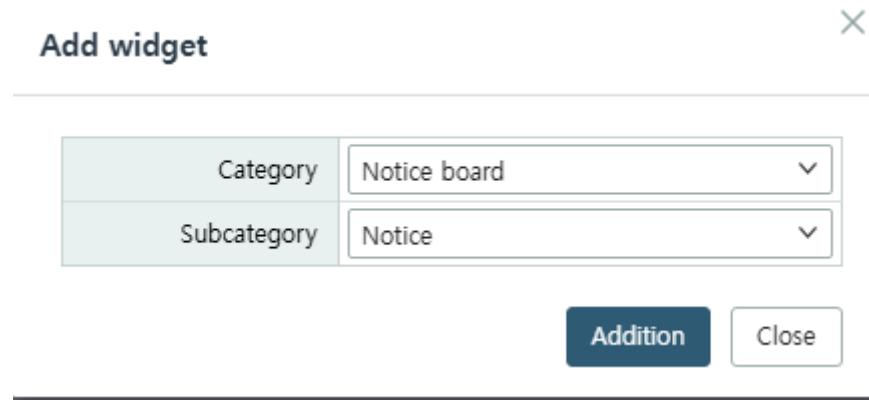


Figure 53. Widget settings pop-up screen53

- ③ The Subcategory changes depending on the selected category.

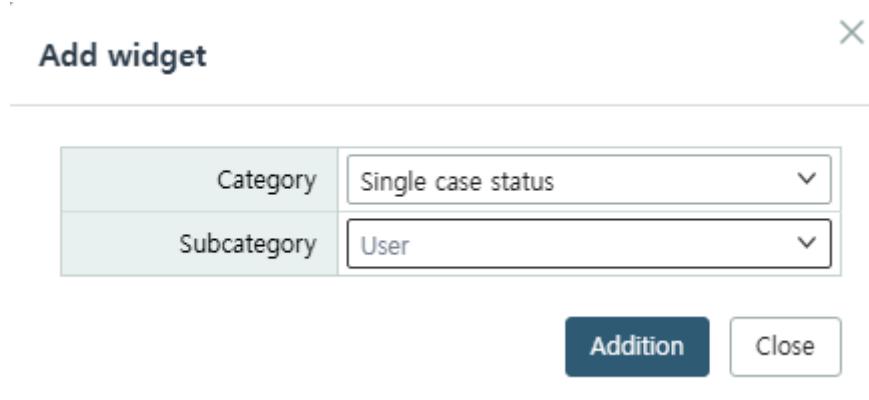


Figure 54. Adding a widget54

- ④ Select the item you want to add as a widget and click the button .
- ⑤ The widget you added will be added to the main screen.

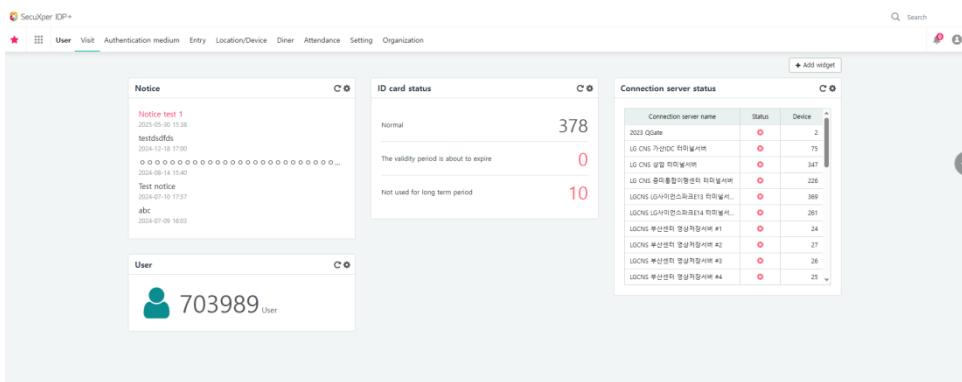
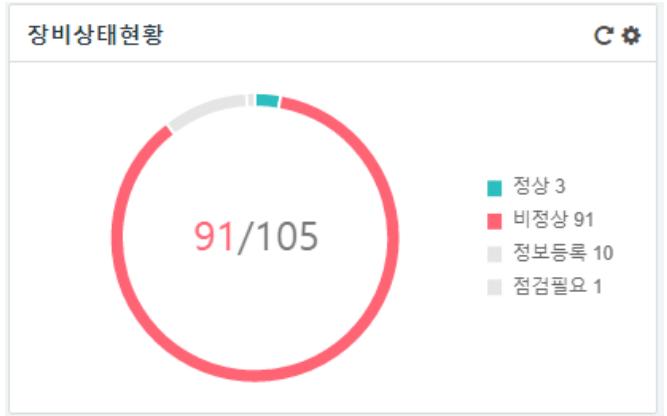
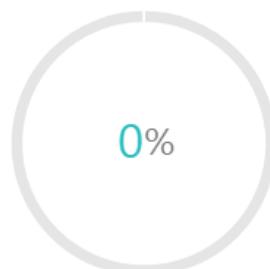


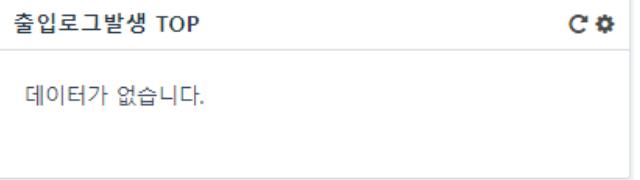
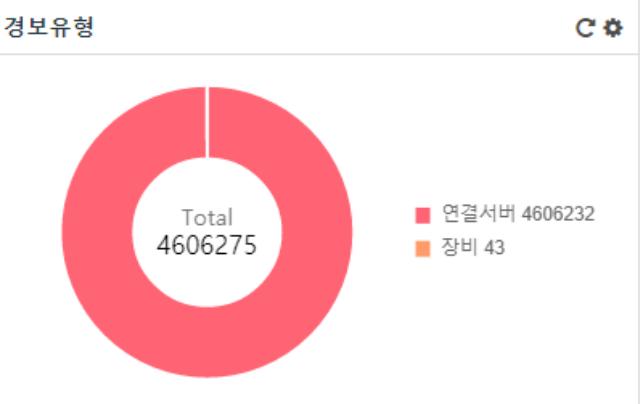
Figure 55. Added widget5-5

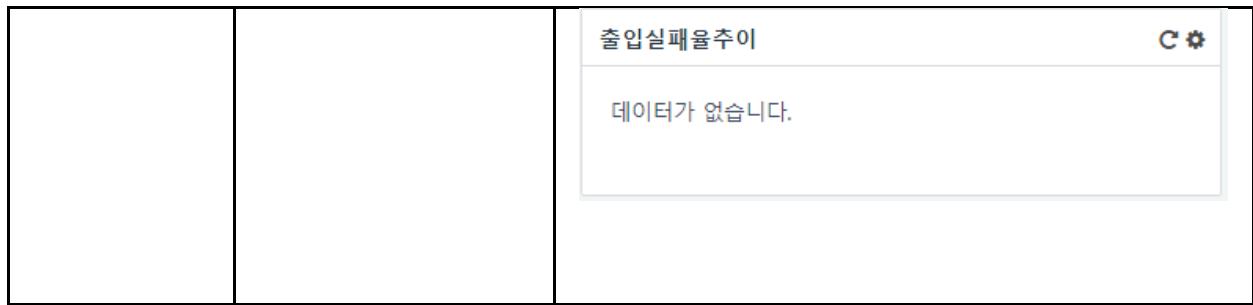
⑥ List of dashboard widgets

Major classification	Subcategories	Screen
bulletin board	Announcements	<p>공지사항</p> <p>test 2021-05-07 14:39</p> <p>사용자매뉴얼 2021-05-07 14:35</p> <p>등록자만 수정 2021-04-29 15:21</p> <p>테스트 2021-04-21 11:39</p> <p>< a href="https://google.co.kr" onmouseover=confirm("sec... 2021-04-14 15:29</p>
Recent Alerts	Latest Service Alerts	<p>최근서비스경보</p> <p>연결서버 s/c not connected 2021-05-27 15:59</p>

Resource Status Sheet	Connection Server Status	<p>연결서버현황</p> <table border="1"> <thead> <tr> <th>연결서버명</th> <th>상태</th> <th>장비</th> </tr> </thead> <tbody> <tr><td>720로연결서버</td><td>✓</td><td>4</td></tr> <tr><td><a href="https://google.co....</td><td>✗</td><td>0</td></tr> <tr><td>LG Chem_전용서버1</td><td>✗</td><td>16</td></tr> <tr><td>test1</td><td>✗</td><td>0</td></tr> <tr><td>서버테스트</td><td>✗</td><td>0</td></tr> <tr><td>센스링크</td><td>✗</td><td>0</td></tr> <tr><td>센스링크테스트4</td><td>✗</td><td>0</td></tr> <tr><td>센스링크테스트서버</td><td>✗</td><td>0</td></tr> <tr><td>솔문진스마트커넥터</td><td>✗</td><td>1</td></tr> <tr><td>솔문진책임-0405-2</td><td>✗</td><td>12</td></tr> </tbody> </table>	연결서버명	상태	장비	720로연결서버	✓	4	<a href="https://google.co....	✗	0	LG Chem_전용서버1	✗	16	test1	✗	0	서버테스트	✗	0	센스링크	✗	0	센스링크테스트4	✗	0	센스링크테스트서버	✗	0	솔문진스마트커넥터	✗	1	솔문진책임-0405-2	✗	12
연결서버명	상태	장비																																	
720로연결서버	✓	4																																	
<a href="https://google.co....	✗	0																																	
LG Chem_전용서버1	✗	16																																	
test1	✗	0																																	
서버테스트	✗	0																																	
센스링크	✗	0																																	
센스링크테스트4	✗	0																																	
센스링크테스트서버	✗	0																																	
솔문진스마트커넥터	✗	1																																	
솔문진책임-0405-2	✗	12																																	
Go to Menu	Favorites	<p>즐겨찾기</p> <div style="border: 1px solid #ccc; padding: 5px; display: flex; justify-content: space-around;"> 카드 관리 출입허용정책 출입로그 모니터링 </div>																																	
Status	Equipment Status	<p>장비상태현황</p>  <p>91/105</p> <ul style="list-style-type: none"> ■ 정상 3 ■ 비정상 91 ■ 정보등록 10 ■ 점검필요 1 																																	
Card Status	ID Card Status																																		

		<p>ID카드 상태현황</p> <table border="1"> <thead> <tr> <th>상태</th><th>수량</th></tr> </thead> <tbody> <tr> <td>정상</td><td>71</td></tr> <tr> <td>유효기간만료예정</td><td>0</td></tr> <tr> <td>장기미사용</td><td>5</td></tr> </tbody> </table>	상태	수량	정상	71	유효기간만료예정	0	장기미사용	5
상태	수량									
정상	71									
유효기간만료예정	0									
장기미사용	5									
Single Cases	user	<p>사용자</p>  4897 사용자								
	card	<p>장비</p>  105 장비								
Card Rental Status	Visit Card Rental Status	<p>방문카드 대여현황</p>  <div style="display: flex; justify-content: space-between;"> 대여중 0 잔여 18 </div>								
	Temporary Card									

	Rental Status	<p>임시카드 대여현황</p>  <table border="1"> <thead> <tr> <th>Category</th><th>Value</th></tr> </thead> <tbody> <tr> <td>대여중</td><td>5</td></tr> <tr> <td>잔여</td><td>28</td></tr> </tbody> </table>	Category	Value	대여중	5	잔여	28
Category	Value							
대여중	5							
잔여	28							
Log Occurrence TOP	Access Log OccurrenceTOP	<p>출입로그발생 TOP</p> 						
Event Type Analysis	Alarm Type	<p>경보유형</p>  <table border="1"> <thead> <tr> <th>Category</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>연결서버</td> <td>4606232</td> </tr> <tr> <td>장비</td> <td>43</td> </tr> </tbody> </table>	Category	Value	연결서버	4606232	장비	43
Category	Value							
연결서버	4606232							
장비	43							
Log Type Analysis	Failure Type	<p>출입실패유형</p> 						
Logarithmic Trend	Failure rate trend							



5.4 Modify dashboard widgets

- ① Click the gear button  at the top right of the dashboard widget.
- ② A Widget Settings pop-up will appear, and you can modify the basic information required for each widget.
- ③ All widgets can be renamed
 - Depending on the characteristics of each widget, the number of views, the number of displays, and the warning criteria can be modified.

Widget Settings

*Widget name	Connection server status			
*Inquiry cycle	1	Minute(s)		
*Number of indications	10			
*CPU criteria	 90	% or more	 95	% or more
*Memory standard	 90	% or more	 95	% or more
*Based on disk	 10	G or less	 5	G or less
*Thread basis	 500	or more	 600	or more
* Connection confirmation criteria	 2	Minute(s) Passed	 5	Minute(s) Passed

Save **Delete** **Close**

Figure 5-6. Widget setting pop-up (ex. connection server status)56

- ④ Click the **Save** button after editing the content.
- ⑤ You can see the widgets that have been modified on the dashboard.

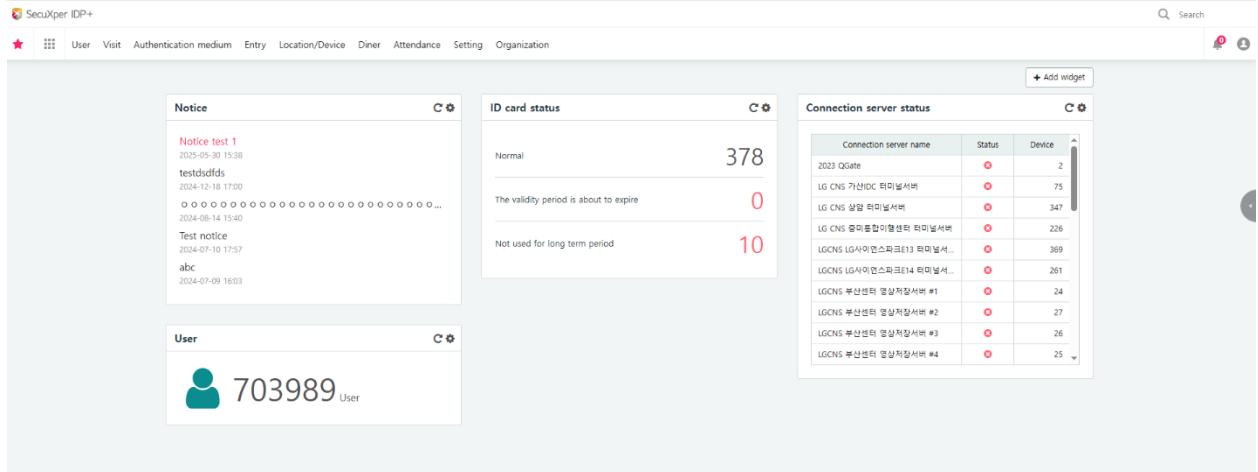


Figure 5-7. Widget modification completed57

5.5 Delete a dashboard widget

- ① Click the gear button in the upper right corner of the dashboard widget .
- ② A Widget Settings pop-up will appear.
- ③ Click button .



Figure 58. Widget settings pop-up screen58

- ④ When prompted "Do you want to delete?", click .

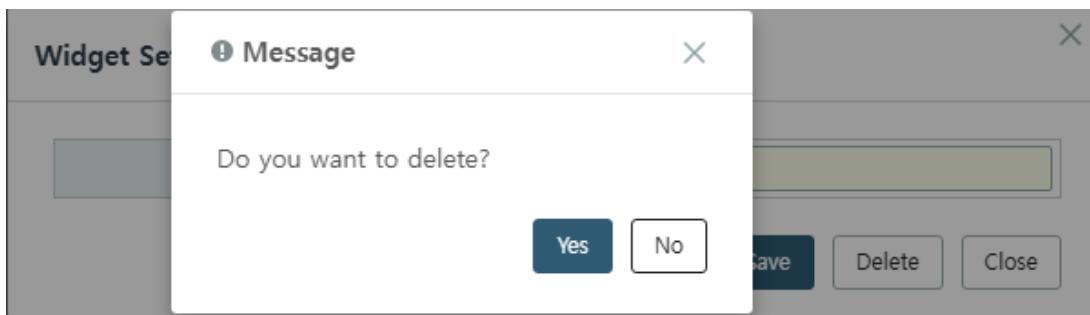


Figure 5-9. Widget deletion confirmation message⁵⁹

- ⑤ The dashboard has finished deleting the widget.

6. User

6.1 User Management

6.1.1 Basic screen configuration

SecuXper IDP+ manages the basic personnel information of users required to issue authentication media and grant access rights. Registered manually with SecuXper IDP+ or through data linkage from each company's HR system, each user is assigned a unique user ID value to SecuXper IDP+, which is used primarily for authentication of media and access rights.

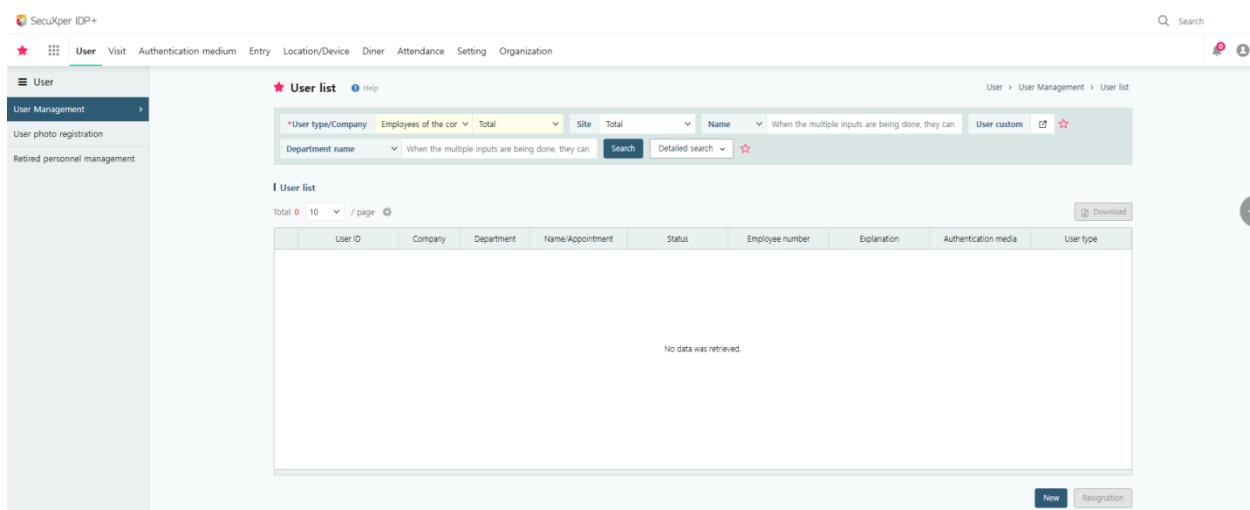


Figure 6-1. User Management Main Screen61

- ① Click the User > User Management menu.
- ② The user list screen will appear. The search criteria input area at the top and the user list result at the bottom.

6.1.2 User Information Inquiry

The screenshot shows the SecuXper IDP+ User Management interface. The main title is "User list". The top navigation bar includes "User Management", "User photo registration", and "Retired personnel management". The left sidebar has a "User" section with "User Management" selected. The main content area shows a table of user data with columns: User ID, Company, Department, Name/Appointment, Status, Employee number, Explanation, Authentication media, and User type. The table contains several rows of user data, such as "1800001782 LG CNS", "1800001788 LG CNS", etc. At the bottom right of the table, there are buttons for "New" and "Resignation". The bottom left corner shows a "Help Desk" section with contact information: 02-1111-2222 and support@idp-plus.or.kr.

Figure 6-2. Viewing User Information62

User search conditions and how to view them are as follows.

Basic search criteria	User Type/Company	- Employees of company - Employees from other company
	Site	Single selection of business sites
	Name	- Select a single option: Name/Employee Number/Login ID/User ID/Card ID and enter text
	User custom	- Custom pop-ups allow multiple selections for specific users
	Department Name	- Select a single option: department name/department designation and enter - If selecting the department designated, select multiple specific departments in the pop-up
Detailed Search	Authentication Media Type	- Single choice of card/biometric information
	Login ID	- Single choice between Usage/Not used
	User Status	- Single choice between Normal/Leave of absence

- ① When you click the User custom pop-up button, the list of users for each company's department is viewed in a tree format. You can specify specific users in that pop-up.

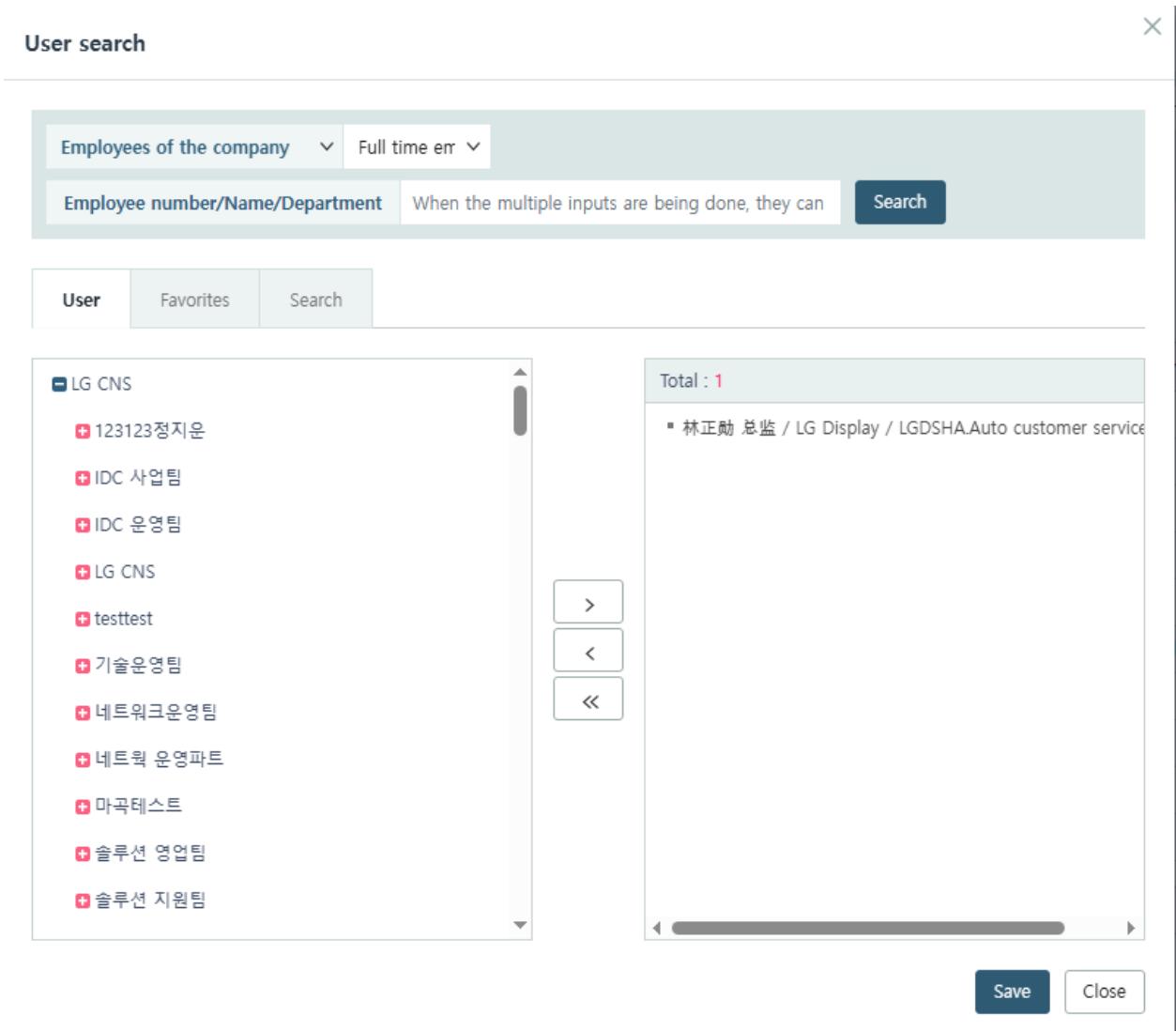


Figure 6-3. Custom pop-up63

- ② You can select a department designation instead of a department name, and if you click the department designation pop-up button, you can view the department list of each company on the left. This allows you to designate specific departments.

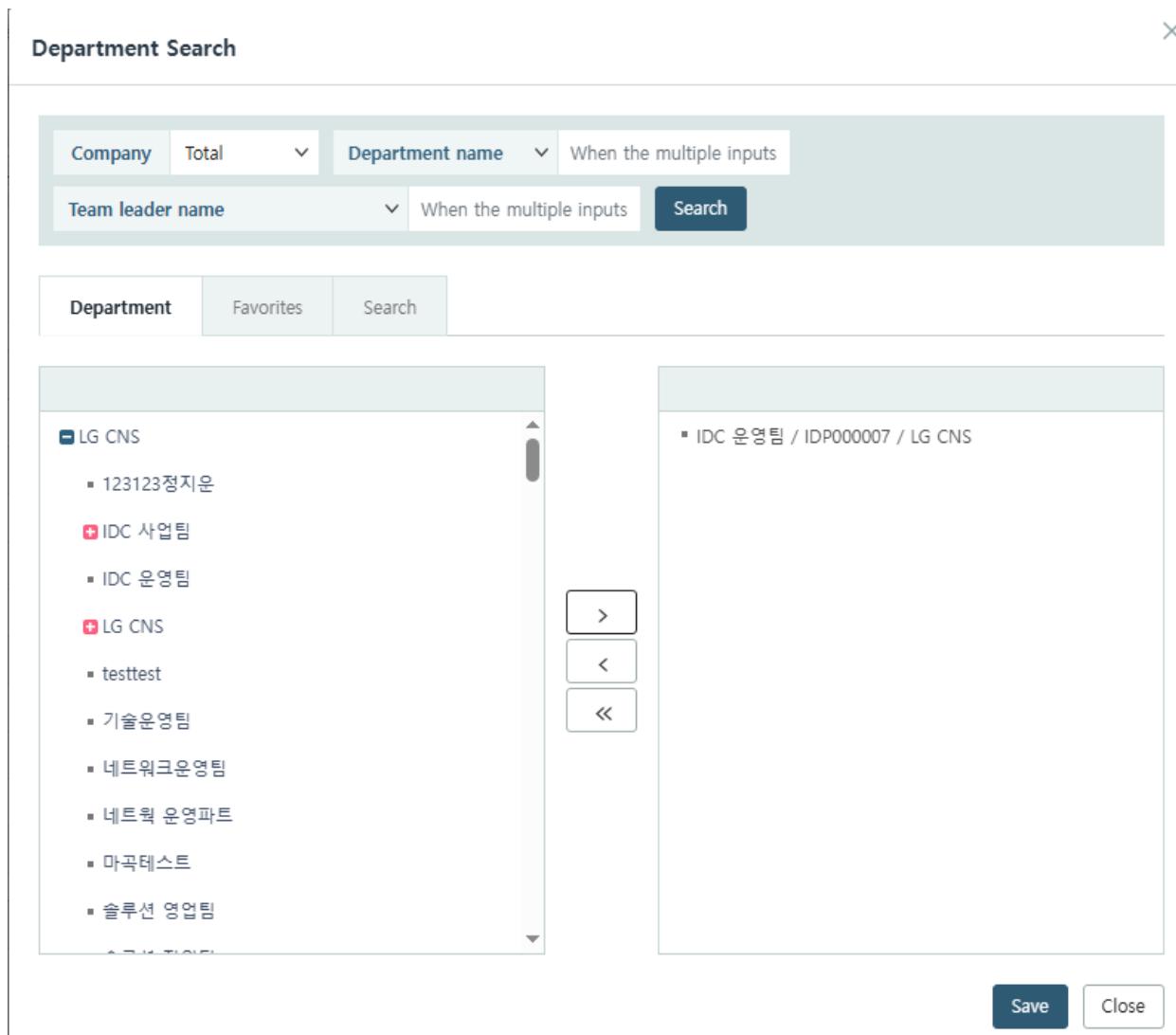


Figure 6-4. Department Designated Pop-up64

- ③ When you click button , you can select the authentication media type, login ID, and user status.
- ④ In the search results, you can add the maximum number of views per page and the columns you want to view through the gear icon button.

Figure 6-5. Maximum views and column settings per page65

- ⑤ You can save the selected search criteria to Favorites.
- ⑥ If you click button at the top right of the searched list, you can download the list of searched users in Excel format.

Figure 6-6. Download Excel User List66

6.1.3 Detail user information

You can view each user's details.

- In the list of viewed users, click the specific user row you want to view in detail.

The screenshot shows the 'User list' screen of the SecuXper IDP+ application. The left sidebar has 'User Management' selected. The main area displays a table of users with columns: User ID, Company, Department, Name/Appointment, Status, Employee number, Explanation, Authentication media, and User type. A search bar at the top allows filtering by various criteria like User type/Company, Department designation, Authentication media type, and User status. A toolbar at the bottom right includes 'Download', 'New', and 'Resignation' buttons. The footer contains help desk contact information.

User ID	Company	Department	Name/Appointment	Status	Employee number	Explanation	Authentication media	User type
1800001782	LG CNS		F리스트1	Normal	F001234		0	Full time employee
1800001788	LG CNS		유용수1	Normal	AT5101		0	Full time employee
1800000736	LG CNS		티스토_상설1	Normal	QT7345		0	Full time employee
1800000687	LG CNS		티스토_상설1	Normal	test1		0	Full time employee
1850041143	LG CNS	A&O센터	이종민_상무부장	Normal	80159	dd	0	Full time employee
1000748010	LG CNS	A&O센터	이종민_상무부장	Normal	80159		0	Full time employee
1850050273	LG CNS	A&O전산팀	김동태_총괄 CONSULTANT	Normal	79146		0	Full time employee
1000492929	LG CNS	A&O전산팀	김동태_총괄 CONSULTANT	Normal	79146		0	Full time employee
1850036663	LG CNS	A&O전산팀	김동현_총괄 CONSULTANT	Normal	82586		0	Full time employee
1850044723	LG CNS	A&O전산팀	길주엽_선임 CONSULTANT	Normal	83218		0	Full time employee

Figure 6-7. Viewing the User List67

- You can go to the user details screen to check the details.

The screenshot shows the 'User details' screen for a user named '이종민'. The left sidebar has 'User Management' selected. The main area displays detailed user information in a form. The user's name is highlighted in yellow. Fields include User type (Full time employee), User ID (1850041143), Name (이종민), Appointment (센터장), Job (ddff), Mobile number (010-6305-7697), Site (Select), Work department (Q.), and various contact and location details. A note at the bottom says 'Modified information can be restored again by linking personnel information.' A toolbar at the bottom right includes 'Save', 'Resignation', and 'List' buttons.

Figure 6-8. Detail User Information

6.1.4 Registration user

The following describes how to register a new user.

User ID	Company	Department	Name/Appointment	Status	Employee number	Explanation	Authentication media	User type
1800001782	LG CNS	F테스	1	Normal	F001234		0	Full time employee
1800001788	LG CNS		유용N1	Normal	A75101		0	Full time employee
1800000736	LG CNS		티스토설정1	Normal	Q712345		0	Full time employee
1800000687	LG CNS		티스토설정1	Normal	test1		0	Full time employee
1850041143	LG CNS	A&O센터	이종민 연락장	Normal	80159	dd	0	Full time employee
1000748010	LG CNS	A&O센터	이종민 연락장	Normal	80159		0	Full time employee
1850050273	LG CNS	A&O한국정통	길운태 총괄 CONSULTANT	Normal	79146		0	Full time employee
1000492929	LG CNS	A&O한국정통	길운태 총괄 CONSULTANT	Normal	79146		0	Full time employee
1850036663	LG CNS	A&O한국정통	김상현 총괄 CONSULTANT	Normal	82186		0	Full time employee
1850044723	LG CNS	A&O한국정통	김주연 선임 CONSULTANT	Normal	83218		0	Full time employee

Figure 6-9. Viewing the User List68

- ① Click button **New** at the bottom right of the user list screen.
- ② Go to the user registration screen and select the required company and site first.

Confirm	Confirmation details	Employee number	Name	Appointment	Job	Department	e-Mail	Mobile number
<input type="checkbox"/>	<input type="checkbox"/>	898088	KhaiDQ					

Figure 6-10. User Registration - Grid69

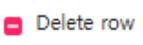
- ③ You can select duplicate search conditions based on the selected user type.
- ④ Full-time employee: Employee number
- ⑤ Partners: Employee number / Mobile number

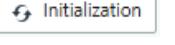
⑥ Etc: Employee number / Mobile number

⑦ Click button .

- User information fields look different depending on the registration method
- For grids, a new row is added to the user information list, as shown in Figure 6-10.
- In the case of pop-ups, the user registration pop-up appears as shown in Figure 6-11.

⑧ In the case of full-time employee, the company number and name are required, and in other cases, the name of the partner company and name are required, and the company number or mobile phone number is required according to the selected user duplicate search conditions. Fill in the rest of the information optionally.

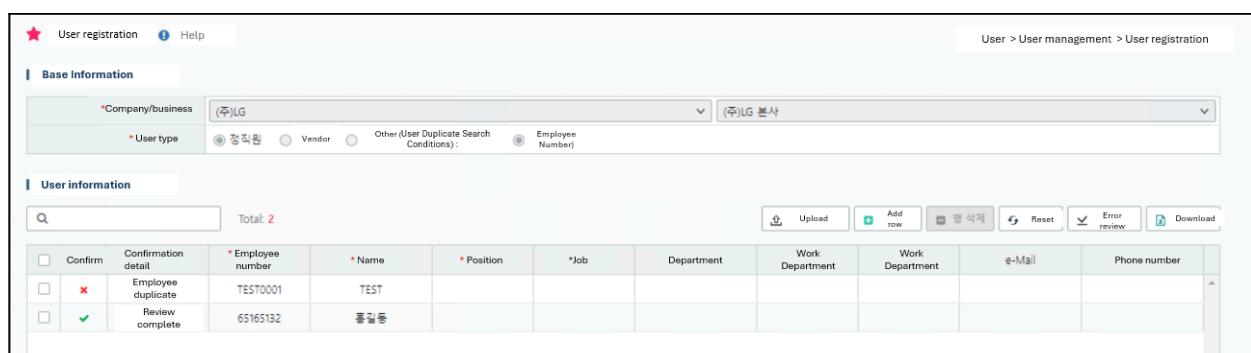
⑨ If you want to register multiple users, click the button  , and if you delete a row, check the row you want to delete and click button .

⑩ If you want to delete all the information you entered, click the button. After adding a row, you cannot change the basic information entered at the top, so if you want to enter other information, you must reset it before proceeding. Click the button  to do that.

⑪ Click button  to download the list of users you want to register.

⑫ Once you have entered it, click the button [Error review] to make sure there are no errors in your registration.

⑬ If an error occurs such as not filling in the required input conditions or duplicating the number with the previously registered user, the reason for the error is specified in the confirmation details field.



The screenshot shows the 'User registration' page under 'User management > User registration'. At the top, there are tabs for 'Base information' and 'User information'. The 'User information' tab is active, displaying a grid of user data. The grid has columns for 'Confirm', 'Confirmation detail', 'Employee number', 'Name', 'Position', 'Job', 'Department', 'Work Department', 'Work Department', 'e-Mail', and 'Phone number'. There are three rows in the grid:

Confirm	Confirmation detail	Employee number	Name	Position	Job	Department	Work Department	Work Department	e-Mail	Phone number
<input type="checkbox"/>	<input checked="" type="checkbox"/> Employee duplicate	TEST0001	TEST							
<input type="checkbox"/>	<input checked="" type="checkbox"/> Review complete	65165132	홍길동							

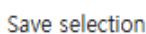
Below the grid, there are several buttons: 'Upload', 'Add row', 'Edit', 'Reset', 'Error review', and 'Download'. The 'Error review' button is highlighted. The 'Confirmation detail' column for the first row contains a red 'X' icon, indicating an error. The 'Confirmation detail' column for the second row contains a green checkmark icon, indicating verification completed.

Figure 6-11. User Registration Error Review610

⑭ When the Confirmation details field shows  Verification Completed, click button



or



- ⑯ The message “Succeeded in saving” is displayed. Click button **Confirm**.

The screenshot shows the SecuXper IDP+ software interface for User registration. At the top, there's a navigation bar with links like User, Visit, Authentication medium, Entry, Location/Device, Diner, Attendance, Setting, and Organization. Below the navigation is a search bar and a user profile icon.

The main area is titled "User registration" and shows a "Basic Information" section with dropdowns for Company/Site (selected: LG) and User type (selected: Full time employee). It also includes a note about duplicate search conditions based on Employee number.

Below this is a "User information" section containing a table with one row of data:

	Confirm	Confirmation details	*Employee number	*Name	Appointment	Job	Department	e-Mail	Mobile number
	<input checked="" type="checkbox"/>	Saved	898088	Khai Duong Quoc					

At the bottom right of the table are several buttons: Comprehensive upload, Add row, Delete row, Initialization, Error review, and Download. At the very bottom of the screen are Save all, Save selection, and List buttons.

Figure 6-12. List of Registered Users611

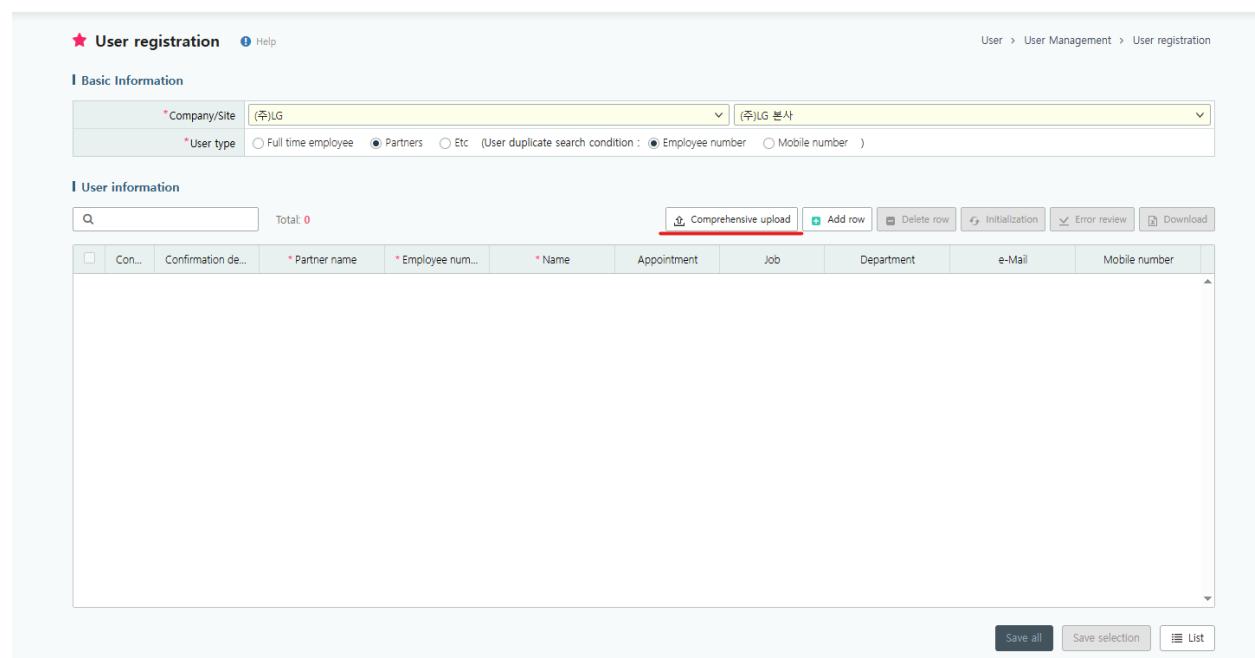
6.1.5 Bulk registration of users

You can register multiple users in bulk by filling out an Excel form.

The method of bulk uploading users is as follows.

- ① On the user registration screen, select the company/site, user type, etc.

- ② Click button .



The screenshot shows the 'User registration' page. At the top, there are tabs for 'Basic Information' and 'User information'. Under 'User information', there is a search bar and a table header with columns: Confirmation de..., Partner name, Employee num..., Name, Appointment, Job, Department, e-Mail, and Mobile number. A red box highlights the 'Comprehensive upload' button in the toolbar above the table. The bottom right of the page has 'Save all' and 'Save selection' buttons.

Figure 6-13. Bulk upload of user registrations612

- ③ Click the [Form download] button in the pop-up to download the sample data.

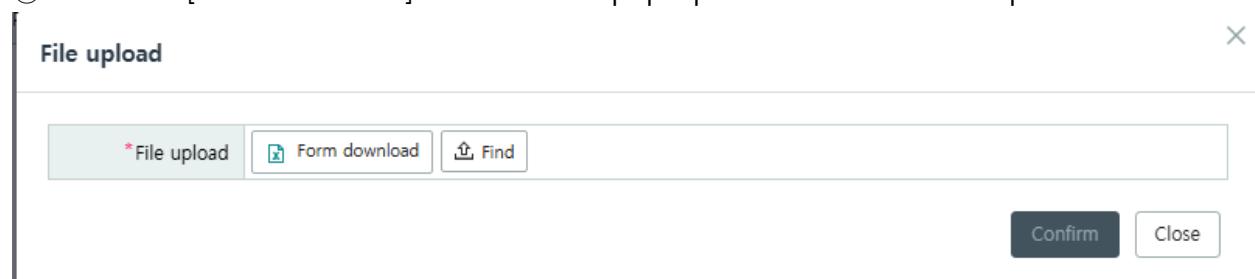


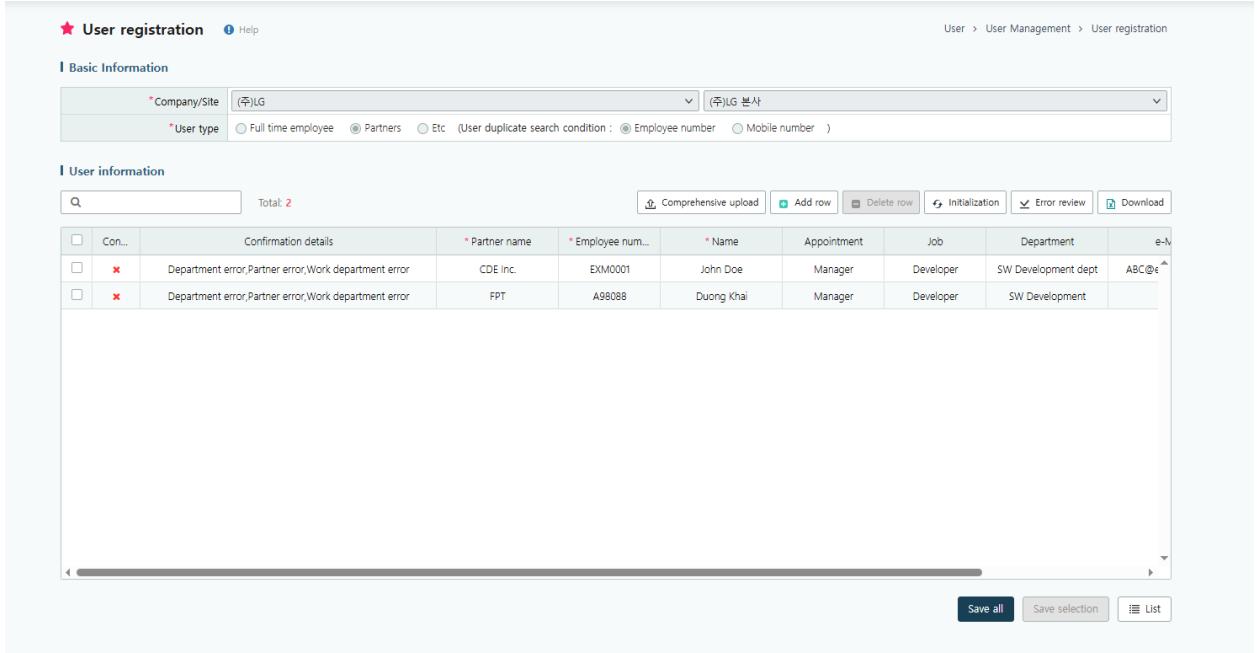
Figure 6-14. Uploading a File613

- ④ Fill in the user information to register according to the form.

	A	B	C	D	E	F	G	H	I	J	K
1	*Partner name	*Employee number	*Name	Appointment	Job	Department	Work department	e-Mail	Mobile number		
2	CDE Inc.	EXM0001	John Doe	Manager	Developer	SW Development	Server Development	ABC@exar	010-XXXX-XXXX		
3	FPT	A98088	Duong Khai	Manager	Developer	SW Development	Server Development	Team 1			
4											
5											
6											

Figure 6-15. Filling out the form614

- ⑤ Click button  in the pop-up to select the file.
- ⑥ Once the file is uploaded, click button .
- ⑦ When the user information you entered in Excel is reflected in the list, click button  to review the errors.



User registration Help

User > User Management > User registration

I Basic Information

* Company/Site: (주)LG
* User type: Full time employee

I User information

Total: 2

Con...	Confirmation details	* Partner name	* Employee num...	* Name	Appointment	Job	Department	e-V...
<input type="checkbox"/>	Department error,Partner error,Work department error	CDE Inc.	EXM0001	John Doe	Manager	Developer	SW Development dept	ABC@e...
<input type="checkbox"/>	Department error,Partner error,Work department error	FPT	A98088	Duong Khai	Manager	Developer	SW Development	

Save all Save selection List

Figure 6-16. Bulk upload of users615

- ⑧ When the review is complete, or after selecting the data, click button  to complete the bulk registration of users.

6.1.6 Edit User Information

To edit your information:

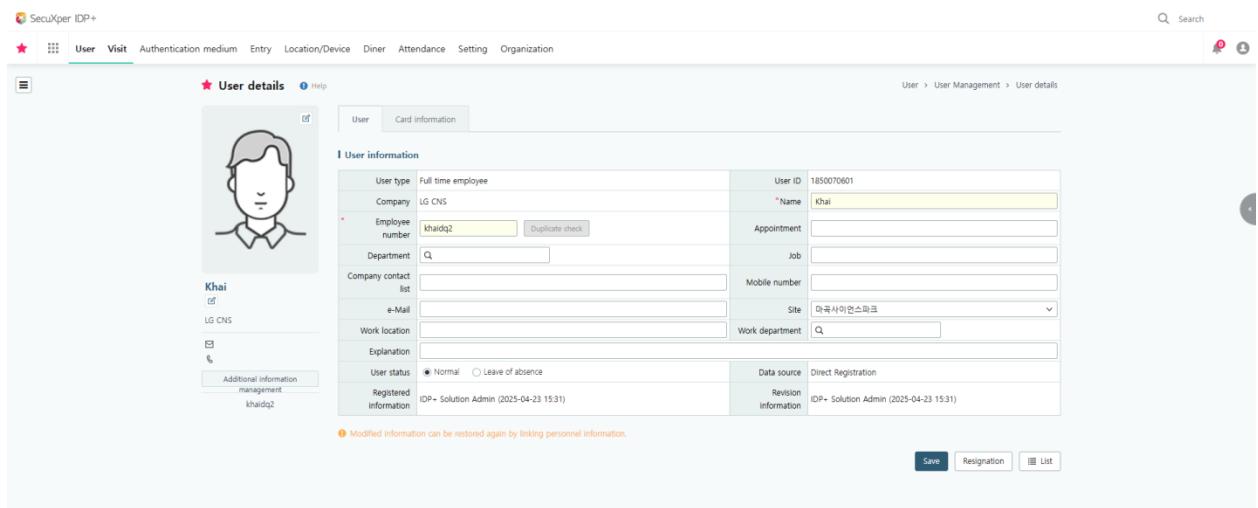


Figure 6-17. User Details screen616

- ① Go to the detail user screen of the user you want to edit.
- ② After entering the information, click button .
- ③ If you modify the number of employees, be sure to duplicate check.

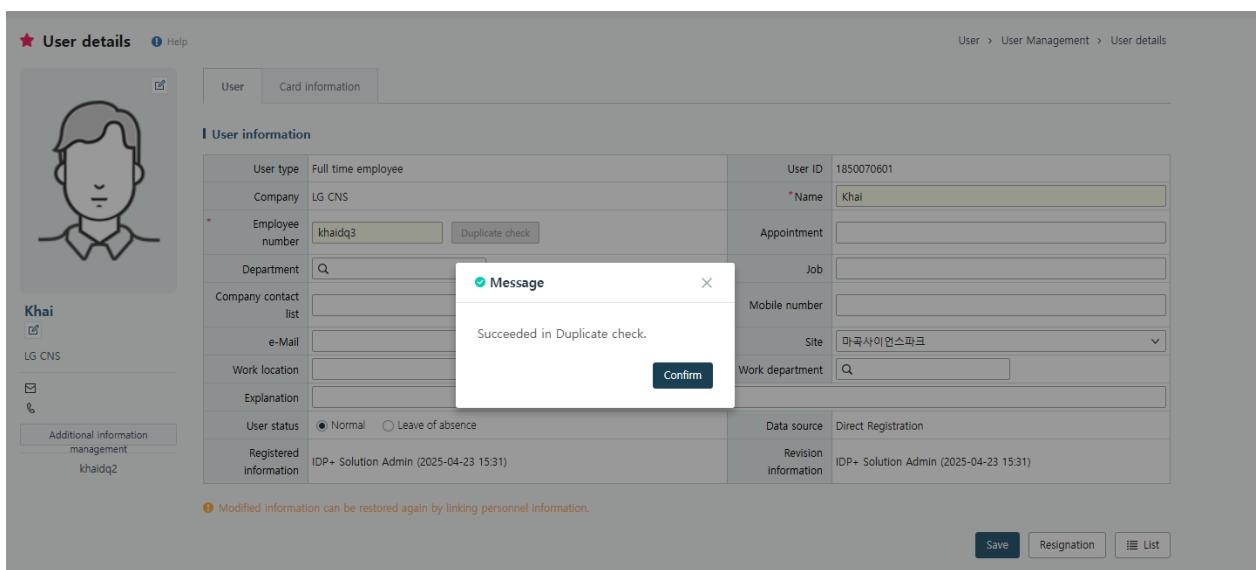


Figure 6-18. Double check617

- ④ If you want to edit a department, enter the department name and click Enter or the magnifying glass icon to select from the searched department list.

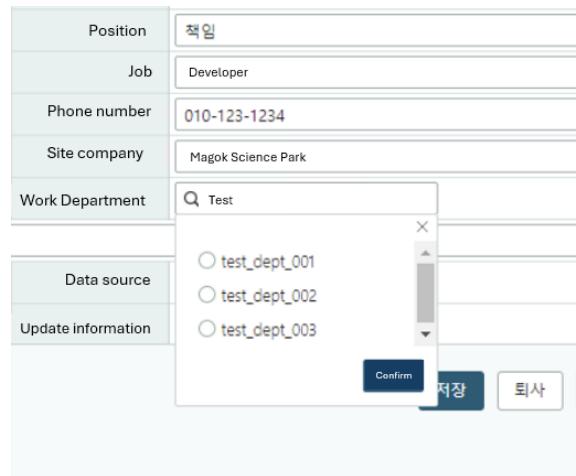


Figure 6-19. Searching for a Department618

- ⑤ If you want to edit an image, click the button in the upper right corner of the profile picture to attach the image.

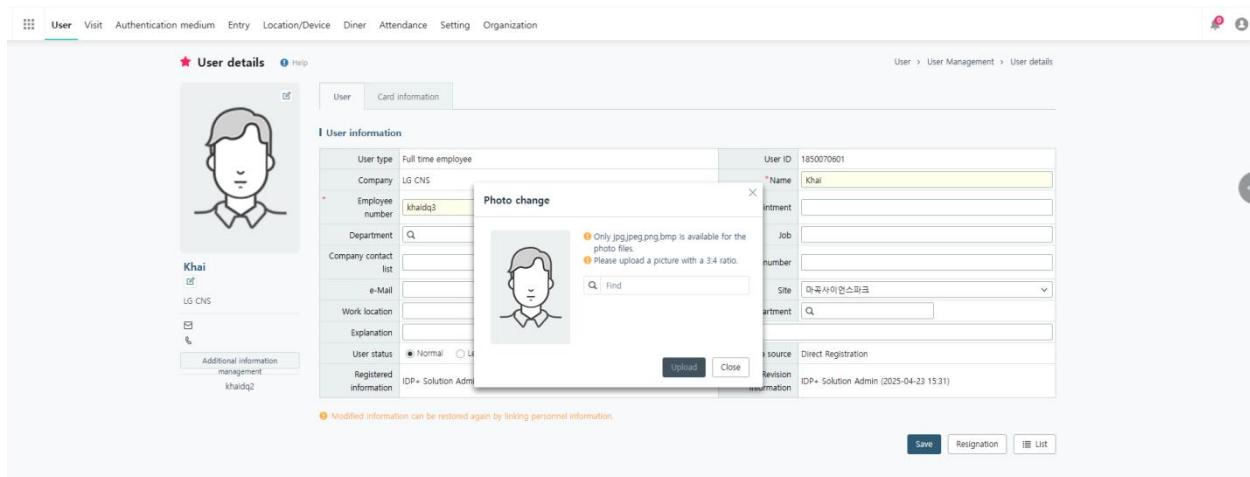


Figure 6-20. Edit User profile Picture619

- ⑥ If you want to edit your English name, click the button at the bottom of your profile picture to edit it.

English name change

English name	<input type="text"/>
--------------	----------------------

Save **Close**

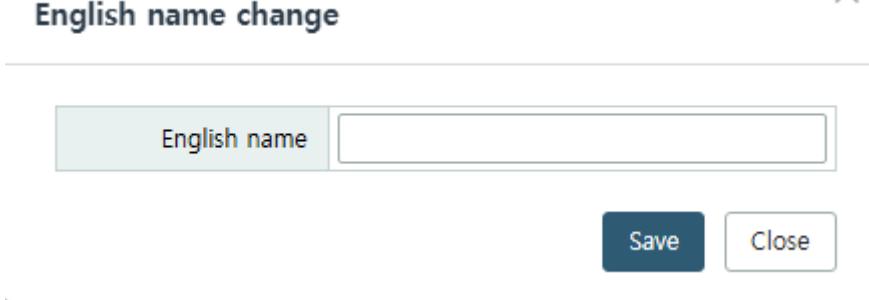


Figure 6-21. English Name Change620

- ⑦ If you want to edit additional information, click [Additional Information Management] at the bottom of your profile picture to edit it.

Additional information management

Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female		
License plate number	<input type="text"/>	Link ID	<input type="text"/>
Bcon ID	<input type="text"/>		
Registered information	IDP+ Solution Admin (2025-04-23 15:31)	Revision information	IDP+ Solution Admin (2025-04-23 15:31)

Save **Close**

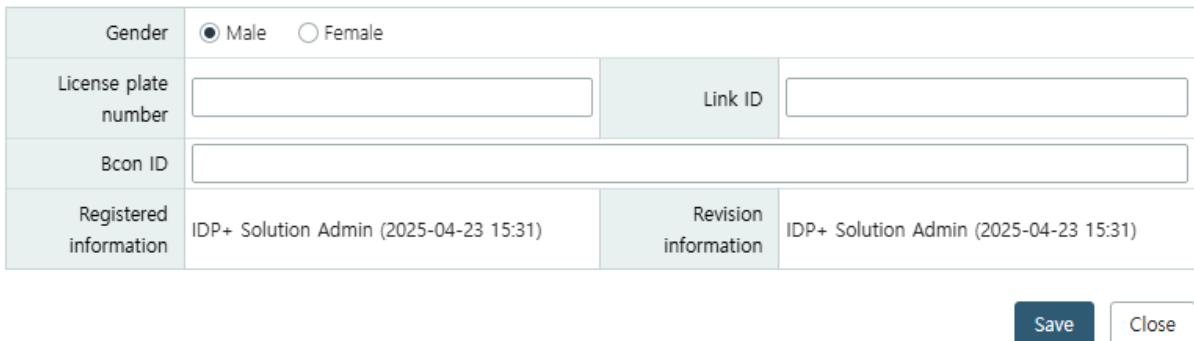


Figure 6-22. Managing Additional Information621

- ⑧ When you are done modifying, click button **Save**.

6.1.7 User Resignation

Users who have left their company and no longer need their user information and authentication media will be removed from the SecuXper IDP+ system and their information will be deleted.

The user resignation process is as follows.

The screenshot shows the 'User list' page of the SecuXper IDP+ system. At the top, there are various search filters and a toolbar with buttons for 'User custom', 'Download', 'New', and 'Resignation'. The main table displays user information across several columns: User ID, Company, Department, Name/Appointment, Status, Employee number, Authentication media, and User type. One row is highlighted with a checkmark in the first column, indicating it is selected for action. The table includes a footer with navigation links and a page number indicator.

User ID	Company	Department	Name/Appointment	Status	Employee number	Authentication media	User type
1800001782	LG CNS		F테스트1	Normal	F001234	0	Full time employee
1800001788	LG CNS		유용식1	Normal	A75101	0	Full time employee
1800000736	LG CNS		테스트상성1	Normal	Q712345	0	Full time employee
1800000687	LG CNS		테스트유저1	Normal	test1	0	Full time employee
1850041143	LG CNS	A&O센터	이종민 센터장	Normal	80159	0	Full time employee
1000748010	LG CNS	A&O센터	이종민 센터장	Normal	80159	0	Full time employee
1850050273	LG CNS	A&O컨설팅팀	김광태 총괄 CONSULTANT	Normal	79146	0	Full time employee
1000492929	LG CNS	A&O컨설팅팀	김광태 총괄 CONSULTANT	Normal	79146	0	Full time employee
1850016663	LG CNS	A&O컨설팅팀	김성현 총괄 CONSULTANT	Normal	82586	0	Full time employee
1850044723	LG CNS	A&O컨설팅팀	김주엽 선임 CONSULTANT	Normal	83218	0	Full time employee

Figure 6-23. Handling user resignation

- ① On the User List screen, search and select the user you want to resign.
- ② When button **Resignation** in the lower right corner is activated, click the button.
- ③ When prompted by "Would you like to do Proceed Retire?"

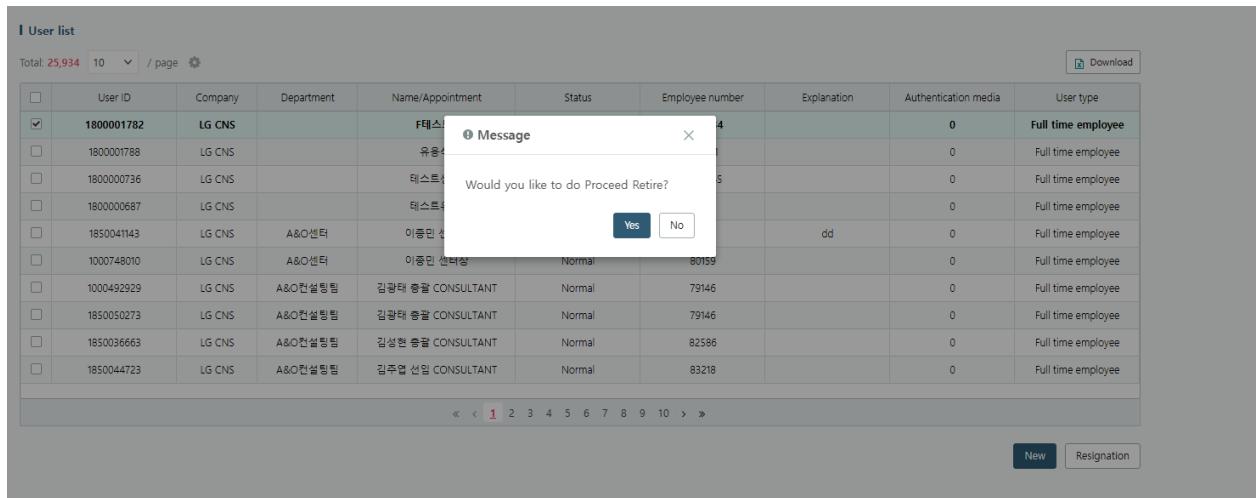


Figure 6-24. Exit Message622

- ④ The resignation process is complete.
- ⑤ You can also process resignation from the user details screen. Click the button **Resignation** at the bottom right of the user's detail screen to process resignation.

The screenshot shows the 'User details' screen with tabs for 'User' and 'Card information'. The 'User' tab is active. On the left, there is a sidebar with user information: Name (테스트1), Company (LG CNS), e-Mail (niceyys), and Additional information management. The main area shows 'User information' fields: User type (Full time employee), User ID (1800001782), Name (테스트1), Employee number (F001234), Appointment (Blank), Department (Blank), Job (Blank), Company contact list (Blank), Mobile number (Blank), e-Mail (niceyys), Site (Select), Work location (Blank), Work department (Blank), Explanation (Blank), User status (Normal), Data source (Direct Registration), Registered information (유용식 (2023-06-07 05:20)), and Revision information (devtest1 (2024-08-28 11:20)). At the bottom right, there are buttons for 'Save', 'Resignation' (which is highlighted with a red box), and 'List'.

Figure 6-25. Resignation in User Detail Screen

6.2 Register user photo

As explained in "6.1.6 Edit User Information" you can register and edit a user's photo individually on the user details page, but if you have a large number of users who need to register, you can register them in bulk from the "Register User Photo" menu. Here's how to do it.

The screenshot shows the 'User photo registration' interface. At the top, there are dropdown menus for 'Company/Site' (LG CNS) and 'Photo file name'. Below these are radio buttons for 'Employee number' and 'Mobile number'. The main area is titled 'User photo list' and displays a table with one row. The table columns are: checkbox, File name (OIP.jpg), Size (0.06 MB), Progress (progress bar), Confirm, and Confirmation details. Below the table, there are two orange informational messages: 'Up to 1000 can be uploaded.' and 'Only jpg, jpeg, png, bmp files can be uploaded.' At the bottom right, there is a 'Save' button.

Figure 6-26. Registering a User Photo623

- ① Enter the 'User > User Photo Registration' menu.
- ② On the user photo registration screen, select the user's company/site, and the number or mobile phone number to name the photo file.
- ③ Click button and select the photo file you want to upload.
- ④ The uploaded file will be added to your user photo list.
- ⑤ If you want to delete the uploaded photo, select it and click the [Delete] button
- ⑥ If you want to add more photos, click again the [Addition] button
- ⑦ If you want to delete all uploads, click the [Initialization] button
- ⑧ Batch upload of up to 1000 items.
 - Photo formats can only be jpg, jpeg, png, and bmp files
- ⑨ When you click button , Progress will be filled with a green bar, and the registration will be completed with Success.

6.3 Retired personnel management

6.3.1 Retiree List

In SecuXper IDP+, you can manage the information of users who have left the company in 'User Management'. You can view and download the information of the resignation and cancel the resignation.

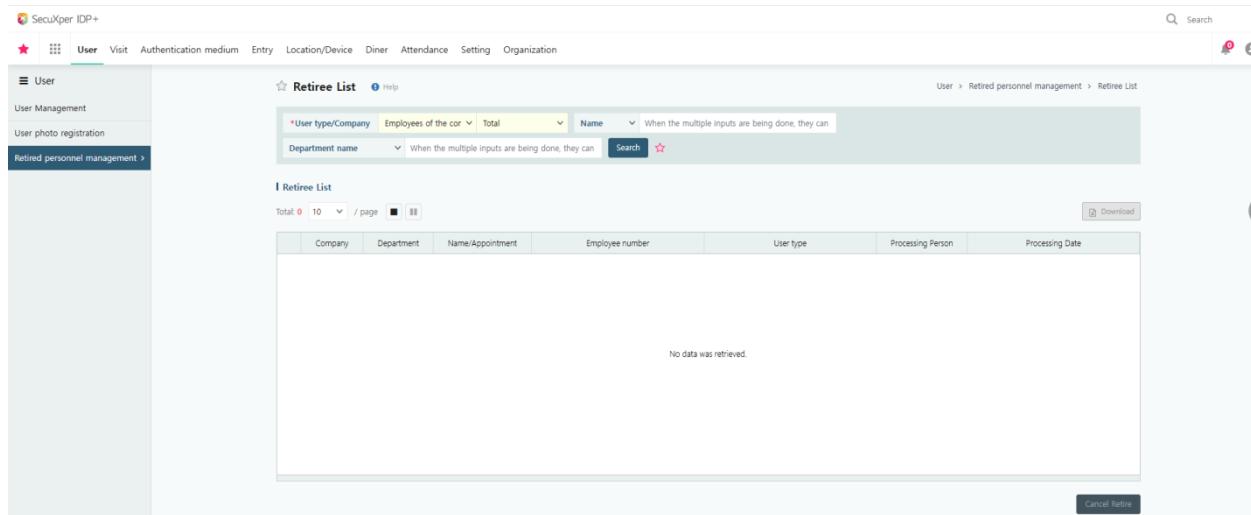


Figure 6-27. Basic screen of resignation management624

- ① Click the User > Retired personnel management.
- ② The Retiree List screen will appear, and it is divided into a search criteria area at the top and Retiree List Grid area at the bottom.

6.3.2 Search retiree

Figure 6-28. Search Retiree List Screen

The search conditions as follow:

Basic search criteria	User Type/Company	- Employees of the company - Employees of the other company
	Name	- Select a single option: name/employee number and enter text
	Department Name	- Select a single option: department name/department designation pop-up and enter - When selecting the department-designated pop-up, select multiple specific departments in the pop-up

- ① You can select a department designation instead of a department name, and if you click the department designation pop-up button, you can view the department list of each company on the left. This allows you to designate specific departments.

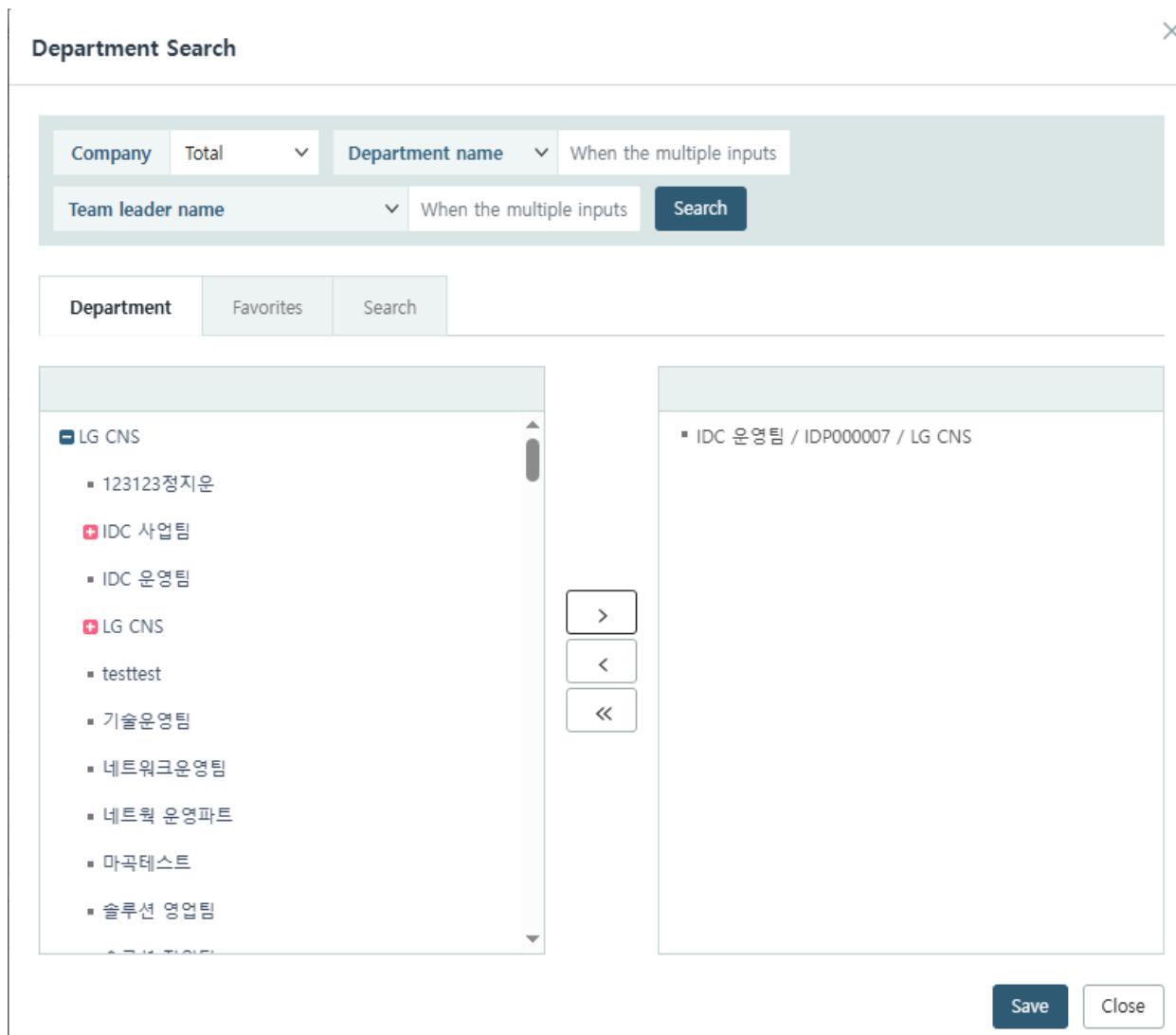


Figure 6-29. Department designation pop-up625

- ② You can specify the viewing form of the data list through the grid view / list + detail view .
- ③ You can save the selected search criteria to Favorites.
- ④ If you click button at the top right of the searched list, you can download the searched list data in Excel format.

Company	Department	Name/Appointment	Employee number	User type	Processing Person	Processing Date
LG CNS	AA Cloud Service 2팀	이스원1	T03770001	Full time employee	이동근	2024-08-02 17:37
LG CNS	프로필 신입 Architect	82681		Full time employee	이희수	2024-11-04 15:52
LG CNS	동근_회사_회사원2	A123457		Full time employee	이동근	2024-06-28 14:03
LG CNS	동근_회사_회사원3	A123459		Full time employee	이동근	2024-06-28 17:30
LG CNS	장지운데스로 장지운데스로2	99437		Full time employee	장지운	2024-06-12 14:56
LG CNS	장지운데스로 장지운데스로3	99458		Full time employee	장지운	2024-06-12 15:49
LG CNS	장지운데스로 장지운데스로	99460		Full time employee	장지운	2024-06-12 15:49
LG CNS	장지운데스로 장지운데스로	99480		Full time employee	장지운	2024-06-12 18:33
LG CNS	장지운데스로 직원수증증기타데스로	99945		Full time employee	장지운	2024-06-12 12:12
LG CNS	장지운데스로 장지운데스로	99999		Full time employee	장지운	2024-06-12 14:05

Figure 6-30. Retiree List Excel Download6

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6.3.3 Detail retiree information

You can view the details of each employee who left the company.

- Click the specific row you want to view in detail in the list above.

Company	Department	Name/Appointment	Employee number	User type	Processing Person	Processing Date
BP사		퇴직예정자_기본	PRE_RETIRE_DEFAULT	Full time employee	조재근	2025-07-21 16:05
(주)황복마루		퇴직예정자3	PRE_RETIRE3	Full time employee	조재근	2025-07-21 16:04
(주)LG		퇴직예정자2	PRE_RETIRE2	Full time employee	조재근	2025-07-21 16:04
(주)CNP Cosmetics		퇴직예정자1	PRE_RETIRE1	Full time employee	조재근	2025-07-21 16:04
LG Chem		유용식 책임	75106	Full time employee	이연주	2024-08-29 10:31
현대트랜시스 주네공장		Vikramsinh Jaysingrao Bhosale	91100580	Full time employee	IDP+ Batch	2025-06-04 16:20
테스트회사1	Property Management	Aaron T. Lijas	P000118	Full time employee	IDP+ Batch	2025-03-07 19:31
테스트회사1	Property Management	Aaron T. Lijas	P000118	Full time employee	IDP+ Batch	2025-03-07 19:42

Figure 6-31. Viewing Retire List

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- The list is displayed on the left, detailed information is displayed on the right.

The screenshot shows the 'Retiree List' detail information page. At the top, there are search filters for 'User type/Company', 'Employees from other', 'Total', 'Name', and 'Department name'. A 'Search' button and a star icon are also present. The main area has two tabs: 'Retiree List' (selected) and 'Detail information'. The 'Retiree List' tab shows a table with columns 'Company' and 'Name/Appointment'. The 'Detail information' tab shows a table with columns 'Company', 'User type', 'Employee number', 'e-Mail', 'Processing Person', 'Department', 'Name/Appointment', 'Company contact list', 'Processing Date', 'Card type', 'Authentication media type', 'Authentication media product', 'Card ID', 'Card status', 'Issuance date', 'Validity period', 'Disuse date', and 'Access Info'. Below these tables, a message says 'No data was retrieved.' A 'Cancel Retire' button is located at the bottom right.

Figure 6-32. Detail resignation information628

6.3.4 Cancel a user's resignation

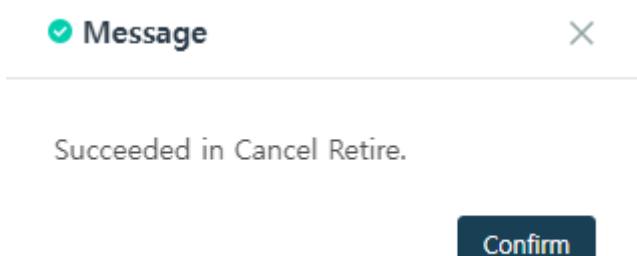
You can cancel the resignation again. Users who have canceled their resignation can view it in the User Management menu, and they can view/edit their information.

The method of canceling a user's resignation is as follows.

The screenshot shows the 'Retiree List' cancellation page. It has the same header and search filters as Figure 6-32. The 'Retiree List' tab is selected, showing a table with columns 'Company', 'Department', 'Name/Appointment', 'Employee number', 'User type', 'Processing Person', and 'Processing Date'. One row for '테스트회사1' is selected, highlighted in green. A red box surrounds the 'Cancel Retire' button at the bottom right. The footer shows navigation links: '<< < 1 > >>'.

Figure 6-33. Cancellation of resignation629

- ① On the Retiree List screen, search and select the employee you want to cancel the resignation.
- ② When the [Cancel Retire] button at the bottom right is activated, click the button.
- ③ A message will appear and the resignation cancellation will be completed.



Termination Cancellation Completion Message

- ④ The resignation cancellation is complete.
- ⑤ You can also process resignation from the resignation details screen. Click the button at the bottom right of the user's detail screen to process resignation.

The screenshot displays two overlapping web pages. The top page is a 'Retiree List' search interface with fields for User type/Company, Employees from other, Total, Name, Department name, and a Search button. The bottom page is a 'Detail information' view for a specific employee. This view includes sections for Company (테스트회사1), User type (Full time employee), Employee number (P000118), e-Mail, Processing Person (IDP+ Batch), and Processing Date (2025-03-07). A 'Card information' section is also present. In the bottom right corner of the detail view, there is a red rectangular box highlighting a blue 'Cancel Retire' button.

Resignation processing in Detail Screen

- ⑥ A message will appear and the resignation cancellation will be completed.

7. Visit

7.1 Request Visit

7.1.1 Visit request screen

The screenshot shows the 'Visit request' application interface. At the top left is the title 'Visit request' with a star icon. To its right are 'Help' and a navigation path: 'Visit > Visit request > Visit request'. Below the title is a section titled 'Basic Information' containing fields for visiting company/site, date of visit, explanation, building, purpose of visiting, and type of visit. A large central area is labeled 'Visitor information' and contains a table with columns for visitor name, affiliated company, and mobile number. Buttons for 'Comprehensive upload', 'Add row', and 'Delete row' are located above the table. At the bottom right are 'Save' and 'List' buttons.

Figure 7-1. Visit request screen

- ① Click the Visit > Visit Request menu.
- ② The visit request screen will appear. At the top, you will see the basic information of the visit application, and at the bottom, you will see a list of information for each visitor.

7.1.2 Request a Visit

The screenshot shows the 'Visit request' application interface. At the top, there are navigation links: Visit > Visit request > Visit request. Below the header, there are two main sections: 'Basic Information' and 'Visitor information'. The 'Basic Information' section contains fields for Visiting company/Site (CNP Cosmetics), Date of visit (2025.07.29 - 2025.07.29), Building (Test 2), Purpose of visiting (Meeting), Explanation, and Type of visit (MifareCard). The 'Visitor information' section has a row for Visitor name, Affiliated company, and Mobile Number. At the bottom right, there are Save and List buttons.

Figure 7-2 .Visit Request Screen71

- ① Enter the basic information of the visit application.

Input Data	*Visiting company/Site	- Single selection of companies and business sites to visit
	*Building	- Single selection of buildings to visit
	*Date of visit	- Select the date of your visit
	*Purpose of visit	- Purpose of the visit (conference, seminar, etc.)
	Explanation	- Detailed reason for visit
	Type of visit	- Select the type of your visit

- ② Click button
- ③ In the newly added row, enter visitor information and additional information.

Input Data	*Visitor name	- Representative visitor name
	*Affiliated Company	- The name of the visitor's company
	*Mobile number	- Visitor's mobile phone number

		- XXX-XXX-XXXX / XXX-XXXX-XXXX Format Restriction
--	--	---

- ④ Click button  to complete the visit application.



- ⑤ Press button  to complete the visit application.

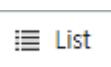
7.1.3 Visit Request List

The screenshot shows the basic screen of a visit application. At the top, there's a navigation bar with tabs like User, Visit, Authentication medium, Entry, Location/Device, Diner, Attendance, Setting, and Organization. The Visit tab is selected. Below the navigation is a search bar with a magnifying glass icon and the word 'Search'. The main area is titled 'Visit request' with a help link. It has two sections: 'Basic information' and 'Visitor information'. In 'Basic information', fields include 'Visiting company/Site' (JCNP Cosmetics), 'Date of visit' (2025.06.02 - 2025.06.02), 'Building' (Test Z), and 'Purpose of visiting' (Meeting). In 'Visitor information', fields include 'Visitor name' (Q), 'Affiliated company' (None), and 'Mobile Number' (None). There are buttons for 'Comprehensive upload', 'Add row', and 'Delete row'. At the bottom right are 'Save' and 'List' buttons.

Figure 7-3. Basic screen of visit application72

① Click the Visit > Visit request menu.

② Click the button in the lower right corner



The screenshot shows the Visit Request List screen. At the top, there's a navigation bar with tabs like User, Visit, Authentication medium, Entry, Location/Device, Diner, Attendance, Setting, and Organization. The Visit tab is selected. Below the navigation is a search bar with a magnifying glass icon and the word 'Search'. The main area is titled 'Visit request list' with a help link. It has search filters for 'Visiting company/Site', 'Visiting department', 'Visiting target employee', 'Visitor name', 'Affiliated company', 'Date of visit', 'Purpose of visiting', and a 'Total' dropdown. There are buttons for 'Search' and 'Detailed search'. Below the filters is a table titled 'Visit request list' with columns: Visiting company/Site, Department, Visiting target empl., Visitor name, Affiliated company, Date of visit, Purpose of visiting, Approval status, Applicant name, and Application date. The table lists several entries, each with a timestamp and status (e.g., Meeting, Approval). At the bottom right are 'Download' and 'New' buttons.

Figure 7-4. Visit Request List Screen73

- ③ You can enter the search conditions on the visit request list screen and click the search button on the right to view the visit request list that meets the conditions.
- ④ Click the [Detailed Search] button to see more search conditions.

Basic search criteria	Visiting Company	- Companies you visit			
	Site	- Multiple business locations can be selected according to the selected company			
	Visiting Department	- Select a single option: visiting department/department designation pop-up and enter - When selecting the department-designated pop-up, select multiple specific departments in the pop-up			
	Visiting target employee	- Select a single option: Visiting target employee/employee number/user custom pop-up and enter - When selecting the user custom pop-up, select a specific user in the pop-up			
	Visitor Name	- Name of the representative visitor who requested			
	Affiliated Company	- The name of the visitor's company			
	Date of Visit	- Select From Date to Date			
	Purpose of Visit	- Multiple Choices Available			
	Detailed Conditions	<table border="1"> <tr> <td>Approval Status</td> <td>- Multiple selections from Total/Temporary Save/Application/Approval/Rejection/Cancel</td> </tr> <tr> <td>Applicant Name</td> <td>- Name of the applicant</td> </tr> </table>	Approval Status	- Multiple selections from Total/Temporary Save/Application/Approval/Rejection/Cancel	Applicant Name
Approval Status	- Multiple selections from Total/Temporary Save/Application/Approval/Rejection/Cancel				
Applicant Name	- Name of the applicant				

- ⑤ If you press the button  and click a specific row in the list, you can view the visit request details on the right.

The screenshot shows a web-based application for managing visit requests. At the top, there's a navigation bar with links for 'Visit', 'Visit request', and 'Visit request list'. Below the navigation is a search and filter section with dropdowns for 'Visiting company/Site', 'Visiting target employee', 'Visiting department', 'Approval status', and 'Date of visit' (set to 2025.05.29 - 2025.06.01). There are also fields for 'Visitor name', 'Affiliated company', 'Purpose of visiting', and 'Applicant name'. Buttons for 'Search' and 'Detailed search' are present.

The main area is divided into sections: 'Visit request list' (listing 13 items on page 10), 'Application information', and 'Visitor information'. The 'Application information' section contains details like visiting company ('(주)CNP Cosmetics / 사설장'), date of visit ('2025-05-30'), purpose ('Meeting'), applicant ('Khai (khaidq2) / LG CNS'), and application date/time ('2025-05-30 19:21'). The 'Visitor information' section lists visitor name ('Khai Friends'), affiliated company ('FPT'), and mobile number ('01234568').

At the bottom right are 'New' and 'Save' buttons.

Figure 7-5. Detailed visit request7-4

► Excel Download

- ① Click button , and then click the [Download] button located at the top right of the list.
- ② A file download settings pop-up will appear, enter the reason for the download request and the password to download (use this password when opening the file), and click the Download button.

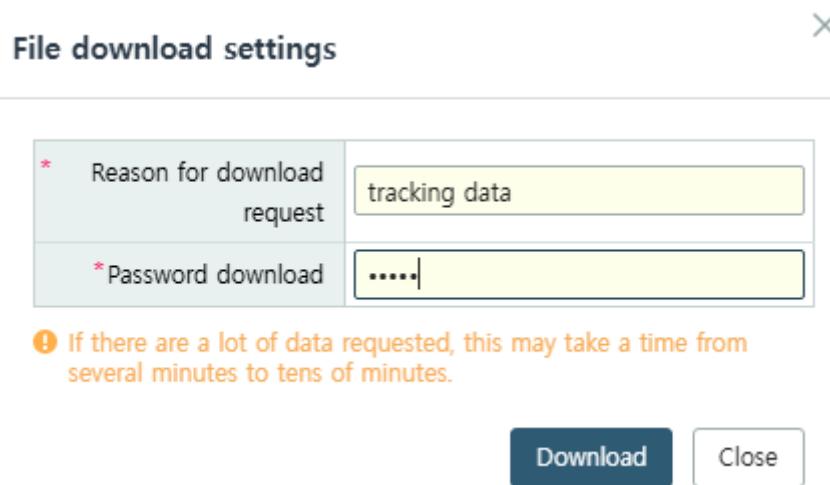


Figure 7-6. File Download Settings Popup75

7.2 Visit Status List

7.2.1 Visit status list

The screenshot shows the 'Visit status list' page of the SecuXper IDP+ application. The top navigation bar includes links for User, Visit, Authentication medium, Entry, Location/Device, Diner, Attendance, Setting, and Organization. The 'Visit' link is highlighted. The main search area has fields for 'Visiting company/Site', 'Visiting target employee', 'Visitor name', 'Contact list', 'Affiliated company', and a date range from '2025.06.02' to '2025.07.02'. Below the search is a table with columns: Visiting comp., Visit Departm., Visiting target ..., Visitor name, Visitor Contact., Affiliated com., Date of visit, Date of visit(N), Date of visit(O...), Visiting method, Card ID, and Visiting status. The table contains 13 rows of data. At the bottom left is a 'Help Desk' link with the number 02-1111-2222.

Visiting comp.	Visit Departm.	Visiting target ...	Visitor name	Visitor Contact.	Affiliated com.	Date of visit	Date of visit(N)	Date of visit(O...)	Visiting method	Card ID	Visiting status
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	010-9535-7702	DPS	2019-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2019-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2019-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2021-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2021-06-30-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2021-06-30-2...			SmartCard		End of visit
LG CNS 품관...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2023-03-14-2...			SmartCard		End of visit
LG CNS 품관...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2023-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2023-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2023-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2023-03-14-2...			SmartCard		End of visit
LG CNS 상장...	CNS경영정보팀	이세령 팀장	장호중	01095357702	DPS	2023-03-14-2...			SmartCard		End of visit

Figure 7-8. Visit Status List Screen76

- ① Click the Visit > Visit Status List menu.
- ② The visit status list screen is viewed. The top is divided into a search condition entry area, and the bottom is a visit status list grid area.

7.2.2 View visit status list

The screenshot shows the 'Visit status list' interface. At the top, there are several dropdown menus and search fields for filtering results by company/site, total count, visiting department, visitor name, contact list, affiliated company, date of visit, and date range (2025.06.11 - 2025.07.11). Below the header is a table with columns: Visiting company..., Visit Departm..., Visiting target ..., Visitor name, Visitor Contact..., Affiliated com..., Date of visit, Date of visit(IN), Date of visit(O...), Visiting method, Card ID, and Visiting status. The table contains 11 rows of data, each representing a visit record. The data includes various companies like LG CNS and CNS경영정보팀, visiting departments like DPS, and visitor names like 이세령 팀장. The visiting status for all entries is 'End of visit'. At the bottom of the table, there is a navigation bar with page numbers (1, 2, >).

Visiting company...	Visit Departm...	Visiting target ...	Visitor name	Visitor Contact...	Affiliated com...	Date of visit	Date of visit(IN)	Date of visit(O...)	Visiting method	Card ID	Visiting status
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	010-9535-7702	DPS	2010-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2019-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2019-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2021-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	금정6민	01012345789	dps	2021-06-29~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호7중	01095357702	DPS	2021-06-29~2...			SmartCard		End of visit
LG CNS 통합...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit
LG CNS 통합...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit

Figure 7-9. Visit Status List Basic Screen77

- ① Click the Visit > Visit Status List menu.

The screenshot shows the 'Visit status list' interface, similar to Figure 7-9 but with a different date range (2025.06.11 - 2025.07.11). The table structure and data are identical to Figure 7-9, showing 11 rows of visit records with 'End of visit' status for all entries.

Visiting company...	Visit Departm...	Visiting target ...	Visitor name	Visitor Contact...	Affiliated com...	Date of visit	Date of visit(IN)	Date of visit(O...)	Visiting method	Card ID	Visiting status
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	010-9535-7702	DPS	2010-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2019-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2019-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2021-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	금정6민	01012345789	dps	2021-06-29~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호7중	01095357702	DPS	2021-06-29~2...			SmartCard		End of visit
LG CNS 통합...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit
LG CNS 통합...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit
LG CNS 상암...	CNS경영정보팀	이세령 팀장	정호중	01095357702	DPS	2023-03-13~2...			SmartCard		End of visit

Figure 7-10. Visit Status List Screen78

- ② You can enter the search conditions on the Visit Status List screen and click button  to view the visit status list that meets the conditions.
- ③ You can click button  to see more search conditions.

Basic search criteria	Visiting Company	- Companies you visit
	Site	- Multiple business locations can be selected according to the selected company
	Visiting Department	- Select a single option: visiting department/department ID/department designation pop-up and enter - When selecting the department-designated pop-up, select multiple specific departments in the pop-up
	Visiting target employee	- Select a single employee to visit/employee number/user custom pop-up and enter - When selecting user custom, select a specific user in the pop-up
	Visitor Name	- Name of the representative visitor who requested
	Contact list	- Contact information of the representative visitor who applied
	Affiliated company	- The name of the visitor's company
	Date of Visit	- Select From Date To Date
	Visiting method	- Multiple choices between QR/smart card
Detailed Conditions	Card ID	- ID of the visiting card used to visit
	Front Number	- The front number of the visiting card used to visit
	Visit Status	- Multiple choices are available: Before visit / visiting / End of visit / Cancel

- ④ If you press the button  and click a specific row in the list, you can view the visit status details on the right.

Figure 7-11. Detail Visit Status79

► Excel Download

- ① Click button , and then click the button located at the top right of the application list.
- ② A file download settings pop-up will appear, enter the reason for the download request and the download password, and click the Download button.

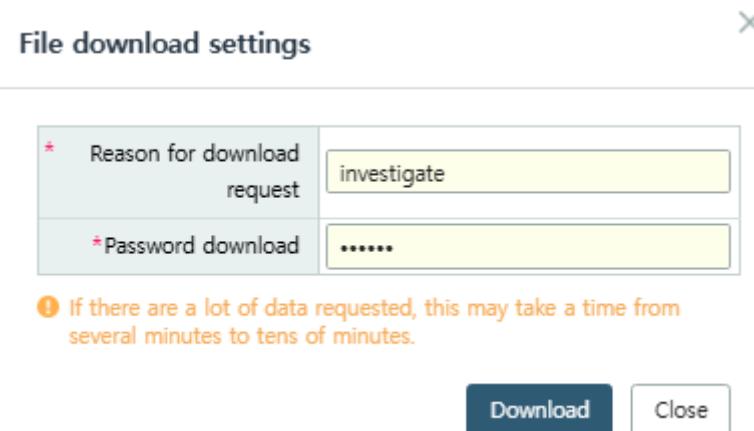


Figure 7-12. File download settings pop-up

7.3 Visit Card Lend/Return

7.3.1 Visit card lend/return

Visiting company/Site	Visit Departm...	Visiting target...	Visitor name	Affiliated com...	Visitor Contact...	Date of visit	Imported goo...	Visiting status	Entry level	Rental
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2023-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2023-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2023-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2023-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2023-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2021-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2019-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2019-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	010-9535-7702	2020-03-14-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	장호중	DPS	01095357702	2021-06-30-2...		End of visit	Rental	
LG CNS	CHS 경영정보팀	이세현 팀장	김정수민	DPS	01012345789	2021-06-30-2...		End of visit	Rental	

Figure 713 Basic screen for lending/returning a visiting card711

- ① Click the Visit > Visit card lend/return menu.
- ② The visit request list screen is viewed. At the top, it is divided into a search condition entry area, and at the bottom, a visit request list grid area.

7.3.2 View the list of visit requests

The screenshot shows the 'Visit card lend/return' menu. At the top, there are tabs for 'Rental' and 'Return'. Below the tabs are several search filters: 'Visiting company/Site' (Total), 'Visiting department' (When the multiple inputs are being done, they can), 'Visiting target employee' (When the multiple inputs are being done, they can), 'Visitor name' (When the multiple inputs are being done, they can), 'Contact list' (When the multiple inputs are being done, they can), 'Affiliated company' (Total), and 'When the multiple inputs are being done, they can'. There is also a 'Search' button and a 'Detailed search' dropdown. The main area is titled 'I Visit request list' and displays a grid of visit requests. The grid columns include: Visiting company/Site, Visit Department, Visiting target..., Visitor name, Affiliated com..., Visitor Contact..., Date of visit, Imported goo..., Visiting status, Entry level, and Rental. The data in the grid is as follows:

Visiting company/Site	Visit Department	Visiting target...	Visitor name	Affiliated com...	Visitor Contact...	Date of visit	Imported goo...	Visiting status	Entry level	Rental
LG CNS 통합이황선토(중미)	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 통합이황선토(중미)	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2021-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2019-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2010-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호7증	DPS	01095357702	2021-06-30~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	금정6인	dps	01012345789	2021-06-30~2...		End of visit		Rental

At the bottom of the grid, there is a navigation bar with buttons for '<', '< 1', '2', '>', and '>'.

Figure 7-14. Basic screen of visiting card rental712

- ① Click the Visit > Visit card lend/return menu.

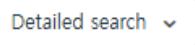
The screenshot shows the 'Visit card lend/return' menu. At the top, there are tabs for 'Rental' and 'Return'. Below the tabs are several search filters: 'Visiting company/Site' (Total), 'Visiting department' (When the multiple inputs are being done, they can), 'Visiting target employee' (When the multiple inputs are being done, they can), 'Visitor name' (When the multiple inputs are being done, they can), 'Contact list' (When the multiple inputs are being done, they can), 'Affiliated company' (Total), and 'When the multiple inputs are being done, they can'. There is also a 'Search' button and a 'Detailed search' dropdown. The main area is titled 'I Visit request list' and displays a grid of visit requests. The grid columns include: Visiting company/Site, Visit Department, Visiting target..., Visitor name, Affiliated com..., Visitor Contact..., Date of visit, Imported goo..., Visiting status, Entry level, and Rental. The data in the grid is as follows:

Visiting company/Site	Visit Department	Visiting target...	Visitor name	Affiliated com...	Visitor Contact...	Date of visit	Imported goo...	Visiting status	Entry level	Rental
LG CNS 통합이황선토(중미)	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 통합이황선토(중미)	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2023-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2021-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2019-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호증	DPS	01095357702	2010-03-14~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	정호7증	DPS	01095357702	2021-06-30~2...		End of visit		Rental
LG CNS 상암DDMC	CNS경영정보팀	이세영 팀장	금정6인	dps	01012345789	2021-06-30~2...		End of visit		Rental

At the bottom of the grid, there is a navigation bar with buttons for '<', '< 1', '2', '>', and '>'.

Figure 7-15. Visiting Card Rental Screen713

- ② By default, the Visit Card Rental tab is selected, and it is divided into a search condition entry area at the top and a visit request list grid area at the bottom.

- ③ You can enter the search conditions on the visit request list screen and click the search button on the right to view the visit request list that meets the conditions.
- ④ If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.

Basic search criteria	Visiting Company	- Companies you visit
	Site	- Multiple business locations can be selected according to the selected company
	Visiting Department	<ul style="list-style-type: none"> - Select a single option: visiting department/department ID/department designation pop-up and enter - When selecting the department-designated pop-up, select multiple specific departments in the pop-up
	Visiting target employee	<ul style="list-style-type: none"> - Select a single employee to visit/employee number/user custom pop-up and enter - When selecting the user custom, select a specific user in the pop-up
	Visitor Name	- Name of the representative visitor who requested
	Contact list	- Contact information of the representative visitor who applied
	Affiliated company	- The name of the visitor's company
Detailed Conditions	Imported Goods	- Multiple Choices Available
	Visit Status	- Multiple choices are available: Before visit / visiting / End of visit / Cancel

- ⑤ If you press the button  and click a specific row in the list, you can view the visit request details on the right.

Visit card lend/return Help

Rental Return

Visiting company/Site Total Visiting department When the multiple inputs are being done, they can

Visiting target employee When the multiple inputs are being done, they can Visitor name When the multiple inputs are being done, they can

Contact list When the multiple inputs are being done, they can Affiliated company Total When the multiple inputs are being done, they can Search Detailed search

Imported goods Total Visiting status Total

I Visit request list Total: 12 / 10 / page Rental

Visiting company/Site	Visitor name	Affiliated company
LG CNS 통합이형센터(중미)	정호중	DPS
LG CNS 통합이형센터(중미)	정호중	DPS
LG CNS 상암DDMC	정호중	DPS
LG CNS 상암DDMC	정호중	DPS
LG CNS 상암DDMC	정호중	DPS
LG CNS 상암DDMC	정호중	DPS
LG CNS 상암DDMC	정호중	DPS
LG CNS 상암DDMC	정호중	DPS
LG CNS 상암DDMC	정호7종	DPS
LG CNS 상암DDMC	금정6민	dps

I Application information

Visiting company/Site	LG CNS/통합이형센터(중미)	Building	중미DXP센터
Date of visit	2023-03-14 ~ 2029-03-14		
Visiting target employee	CNS경영정보팀 이세령 팀장	Employee contact	010-8722-9695
Explanation	111		
Imported goods	Not found		
Reasons for importing			
Visiting status	End of visit	Entry level	

I Visitor information

Visitor name	정호중	Affiliated company/Department	DPS
e-Mail		Mobile number	01095357702

Figure 7-16. Detailed Visiting Card Rental714

7.3.3 Visiting Card Rental

Visit card lend/return Help

Rental Return

Visiting company/Site Total Visiting department When the multiple inputs are being done, they can

Visiting target employee When the multiple inputs are being done, they can Visitor name When the multiple inputs are being done, they can

Contact list When the multiple inputs are being done, they can Affiliated company Total When the multiple inputs are being done, they can Search Detailed search

I Visit request list

Total: 11 / 10 / page	Visiting company/Site	Visit Department	Visiting target...	Visitor name	Affiliated com...	Visitor Contact...	Date of visit	Imported goo...	Visiting status	Entry level	Rental
<input type="checkbox"/>	LG CNS 통합이형센터(중미)	CNS경영정보팀	이세령 팀장	정호중	DPS	01095357702	2023-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 통합이형센터(중미)	CNS경영정보팀	이세령 팀장	정호중	DPS	01095357702	2023-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	정호중	DPS	01095357702	2023-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	정호중	DPS	01095357702	2023-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	정호중	DPS	01095357702	2021-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	정호중	DPS	01095357702	2019-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	정호중	DPS	01095357702	2019-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	정호중	DPS	010-9535-7702	2010-03-13~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	정호7종	DPS	01095357702	2021-06-29~2...		End of visit		<input type="button" value="Rental"/>
<input type="checkbox"/>	LG CNS 상암DDMC	CNS경영정보팀	이세령 팀장	금정6민	dps	01012345789	2021-06-29~2...		End of visit		<input type="button" value="Rental"/>

Figure 7-17. Basic screen of visiting card rental715

- Place the visiting card on the connected reader.

- ② Click a row of the visit request item you want to grant a visit card, and then click **Rental** button.
- ③ If the rental is successful, the message 'Rental completed' appears.
- ④ If the card has already been borrowed, you will see the message "This card has already been borrowed. Do you want to rent again with new information? A pop-up message appears, and if you press the 'Yes' button, the message 'Loan completed' appears, and the rental is successful.

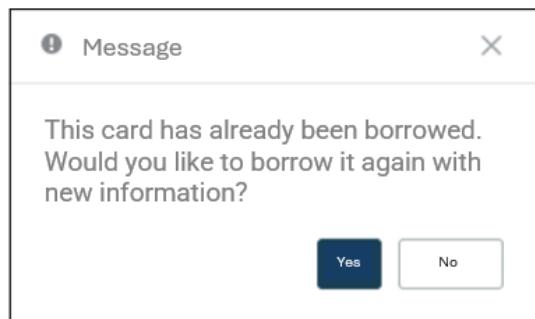


Figure 7-18. Confirmation Message for Card Already Borrowed

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7.3.4 Return of Visiting Card

Figure 7-19. Basic screen for returning the visiting card717

- ① Place the visiting card on the connected reader.

- ② Click the Return tab and enter your card ID. In the case of a smart card, select automatic input, place the card on the connected reader, and click the button to automatically display the card information, visitor information, and rental information corresponding to the card ID. After selecting by manual input, manually enter the card ID in the input field and press the button to query and display card information, visitor information, and rental information.
- If the card is in the 'return' status, only the card information is inquired.

Card Information	
* CardID	Manual input <input type="text" value="0108124034"/> Check Smart cards cannot be manually entered.
Certification channel type	My fair card (CNS)
Certification channel product	CNS Magok.visit my fair
	Card status/Rental status Front number
	Use/return 1

Visitor information	
Visitor name	Affiliated company
e-Mail	Phone number
Visitor employee	

Rental information	
Access level name	Validity period
Rental time	Renter

Figure 7-20. Entering the information of the visiting card7

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- ③ Click **Rental** button.
- ④ If the return is successful, a message will appear stating that the return is complete.

8. Authentication Media

8.1 ID Card Application

8.1.1 ID card application

In the ID Card Application menu, you can apply for an ID card according to each authentication media type (smart card, CSN card, etc.), and you can view the list of requested ID cards.

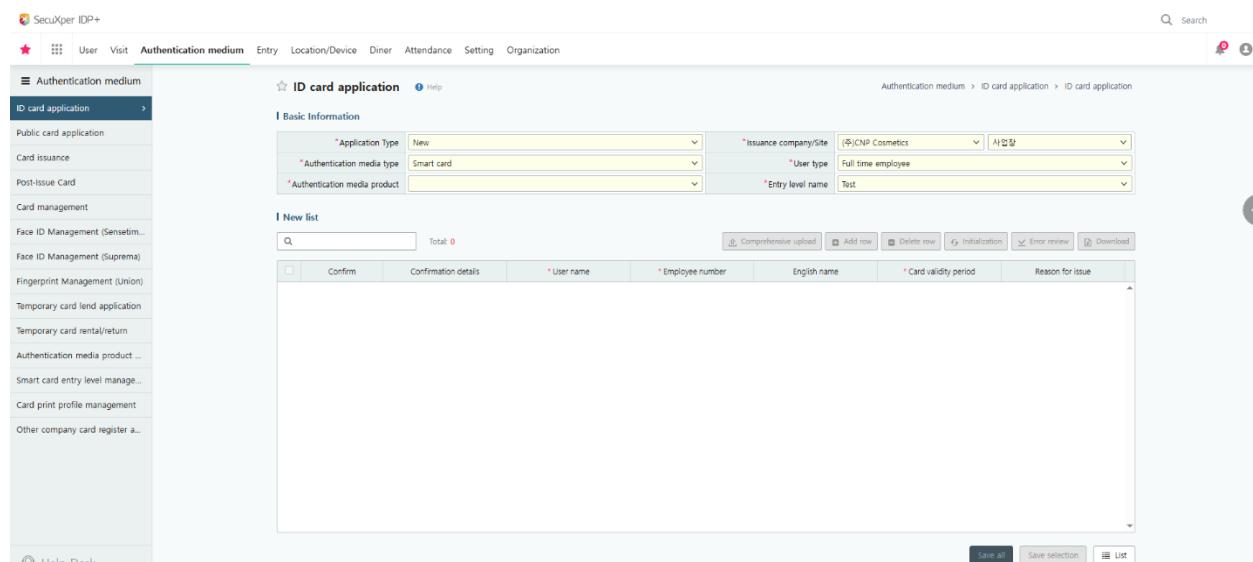


Figure 8-1. ID Card Application Basic Screen81

- ① Tap Authentication Medium on the top menu tab.
- ② Tap ID Card Application from the menu on the left.
- ③ The ID card application screen will appear on the initial screen, and clicking button will move to the ID card application list screen.

8.1.2 ID Card Application

The screenshot shows the 'ID card application' interface. At the top, it displays the navigation path: Authentication medium > ID card application > ID card application. The main area is titled 'Basic Information' and contains several dropdown menus for selecting application details like company, user type, and access level. Below this is a 'New list' section with a table structure for managing card applications. The table has columns for Confirm, Confirmation details, User name, Employee number, English name, Card validity period, and Reason for issue. At the bottom right of the screen, there are buttons for Save all, Save selection, and List.

Figure 8-2. ID card application basic screen82

- ① Enter the common information for ID card application in the basic information.

Input Data	*Issuing company/Site	- Issuing company, single business site selection
	*Authentication Media Type	- Single selection of smart card/CSN card
	*User Type	- Full-time employees/partners/etc. Single Selection
	*Application Type	- Single selection of new/replacement issuance
	*Authentication Media Product	- Selected according to the selected company and site.
	*Access level name	- The corresponding access level name according to the company and site selected earlier

- ② Click the button at the top of the new list to add a new list.

The screenshot shows the 'ID card application' interface. At the top, there are fields for 'Application Type' (New), 'Issuance company/Site' (LG), 'User type' (Full time employee), and 'Entry level name' (정규직). Below this is a 'Basic Information' section with fields for 'Authentication media type' (Smart card) and 'Authentication media product' ((주)LG 일자원). The main area is titled 'I New list' and contains a table with one row. The table columns are: Confirm, Confirmation details, *User name, *Employee number, English name, *Card validity period, and Reason for issue. The data in the table is: Confirm (checkbox), Confirmation details (checkbox), User name (highlighted in pink), Employee number (highlighted in pink), English name (highlighted in pink), Card validity period (9999-12-31), and Reason for issue (empty). Below the table are buttons for 'Comprehensive upload', 'Add row', 'Delete row', 'Initialization', 'Error review', and 'Download'. At the bottom right are 'Save all', 'Save selection', and 'List' buttons.

Figure 8-3. ID Card Application83

- ③ For batch uploads, click the button at the top of the new list.

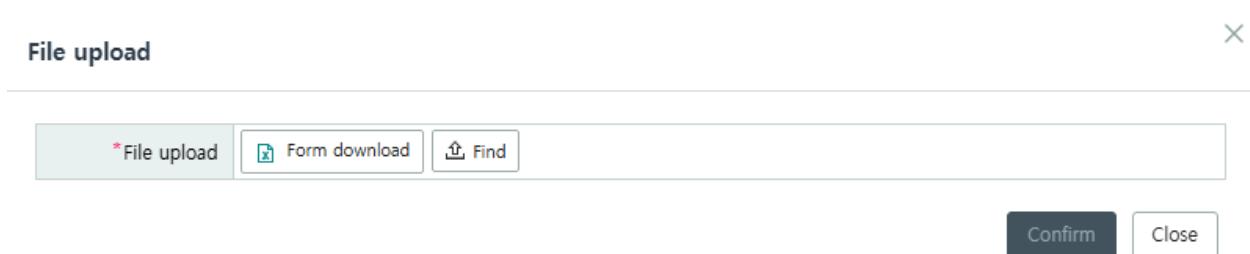


Figure 8-4. ID Card Application (File Upload Pop-up)84

- ④ Click the button in the pop-up to download the sample file for upload.
- ⑤ Fill in the sample file with the contents of the new list.
- ⑥ Click the button in the pop-up, load the saved sample file, and click the OK button.
- ⑦ Click the button at the top of the new list to check the errors in the new list you entered. The error is displayed in the confirm and confirmation details.
- ⑧ Click or button.
- ⑨ Saved data is marked as saved.

The screenshot shows the 'Application for ID card' interface. At the top, there are tabs for 'Help' and 'Certification channel > ID Card application > ID card application'. Below this, the 'Base Information' section contains fields for Application type (New), Certification channel type (Smart card), Certification channel product (CNS Magok employee smart), Issuing Company/Business (LG CNS), User type (Employee), and Entry level name (LG CNS Partner). The 'New List' section displays a table with one row of data: Confirm (checkbox checked), Confirmation detail (자장필), User name (김대현), Employee number (WONS002), English name (empty), Card expiration date (9999-12-31), and Reason for issuance (empty). Buttons for Upload, Add row, Print, Delete, Error review, and Download are visible at the bottom of the table.

Figure 8-5. ID Card Application Completed85

8.1.3 ID Card Application Inquiry

- ① Tap Authentication Medium on the top menu tab.
- ② Tap ID card application from the menu on the left.
- ③ Press button in the lower right corner.
- ④ You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of ID card applications that meet the conditions.
- ⑤ If you press button located to the right of the search button, you will see the search conditions that you can enter more search conditions.

Basic search criteria	Authentication Media Type	- Single selection of All/CSN Card/Smart Card
	Company/Site	- Single company selection - Multiple business sites
	User Type	- Full-time employees/partners/etc. Multiple Choices Available
	Authentication Media Product	- It is searched according to the selected company/site, and multiple choices are possible
	Entry Level Name	- It is searched according to the selected company/site, and multiple choices are possible
	Processing Status	- Multiple choices are available from

		application/approval/issuance/cancellation/issuance/partia l issuance/rejection
	User name	- Input after selecting a single option: user name/employee number/user custom - When selecting a user custom, multiple selections of specific users are possible in the pop-up
Detailed Conditions	Photo	- All/Existing/Not found Selection
	Applicant Name	- Enter the applicant's name/applicant employee number after selecting it
	Application Period	- Select From Date To Date

The screenshot shows the 'ID card application list' page. At the top, there are several dropdown filters: 'Authentication media type' (Total), 'Company/Site' (CNP Cosmetics), 'User type' (Total), 'Authentication media product' (Total), 'Entry level name' (Total), 'Processing status' (Total), and 'User custom'. Below these are buttons for 'Search' and 'Detailed search'. The main area displays a table of 1,443 entries, with the first few rows shown below:

	Authentication media type	Company	Department	User	Employee number	Photo	English name	Processing status	Company/Site	User type
<input type="checkbox"/>	Smart card	LG CNS	홀길동 책임	123456		Hong Gil Dong	Issuing	LG CNS 마곡사이언스파크	Full time empk	
<input type="checkbox"/>	Smart card	LG CNS	CNS경영정보팀	정호승 (자장)		Jeong HoJung	Approval	LG CNS 통합이행센터(증미)	Partners	
<input type="checkbox"/>	Smart card	LG CNS	통합보안팀	서현욱 책임		Hyun Uk Seo	Approval	LG CNS 통합이행센터(증미)	Full time empk	
<input type="checkbox"/>	Smart card	LG CNS	통합보안팀	김대현 (사원)		J	Issue	LG CNS 통합이행센터(증미)	Full time empk	
<input type="checkbox"/>	Smart card	LG CNS	CNS경영정보팀	유운선 (과장)			Approval	LG CNS 통합이행센터(증미)	Partners	
<input type="checkbox"/>	모바일ID	LG CNS	통합보안팀	김대현 (사원)		J	Issue	LG CNS 마곡사이언스파크	Full time empk	
<input type="checkbox"/>	Smart card	LG CNS	홀길동 책임	123456		Hong Gil Dong	Approval	LG CNS 마곡사이언스파크	Full time empk	
<input type="checkbox"/>	모바일ID	LG CNS	통합보안팀	이연주 책임		LeeYeonJu	Approval	LG CNS 마곡사이언스파크	Full time empk	
<input type="checkbox"/>	Smart card	LG CNS	마곡테스트	CNS이동근		ddddd2	Issue	LG CNS FKI	Full time empk	
<input type="checkbox"/>	모바일ID	LG CNS	마곡테스트	CNS이동근		ddddd2	Approval	LG CNS 마곡사이언스파크	Full time empk	

At the bottom, there is a navigation bar with page numbers (1, 2, 3, 4, 5, 6, 7, 8, 9, 10) and a 'New' button.

Figure 8-6. ID Card Application List86

- ⑥ If you press the button and select one ID card application list, you can view the ID card application details on the right.

Authentication media type Total Company/Site (주)CNP Cosmetics Total User type Total

Authentication media product Total Entry level name Total Processing status Total User custom

Search Detailed search ▾

Photo Total Applicant name When the multiple inputs are being done, they can Application period

ID card application list Total: 1,443 10 / page

Company	User	Employee number
LG CNS	홍길동 책임	123456
LG CNS	정호중 (지장)	A48823
LG CNS	서현숙 책임	74878
LG CNS	김대현 (사원)	TEST001
LG CNS	유은선 (과장)	A71986
LG CNS	김대현 (사원)	TEST001
LG CNS	홍길동 책임	123456
LG CNS	이연주 책임	79113
LG CNS	CNS이동근	CNS84435
LG CNS	CNS이동근	CNS84435

« < 1 2 3 4 5 6 7 8 9 10 > »

Detail information

Photo		Company	LG CNS
		Department	
		Name/Appointment	홍길동 책임
		English name	Hong Gil Dong
		Employee number	123456
Card validity period	9999-12-31	Contact list	
Entry level	LG CNS / 마곡사이언스파크 / Full time employee		
Authentication media product	LG CNS 정직원 (마곡) 11		
Applicant information	LG CNS 홍길동 책임		
Application date/status	2023-03-13 / Issuing		
Consumables	Case		
Receiving method	직접수령 (카드 발급 완료 메일 발송 후, 오후 3~4시 본사(E13 사무동) 2층 (ID카드 발급센터 : 02-2099-0160))		

New Save Application cancel

Figure 8-7. ID Card Application List - 287

- ⑦ If there is a result in the ID card application list, you can download the result as an Excel file.

► Excel Download

- ① Click the button at the top right of the ID card application list.
- ② A file download settings pop-up will appear, enter the reason for the download request and the download password, and click the Download button.

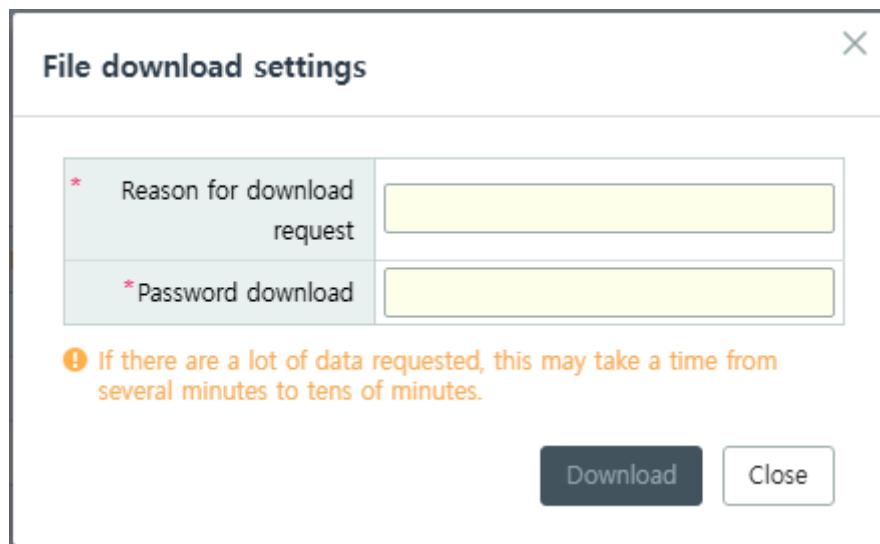
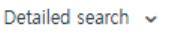
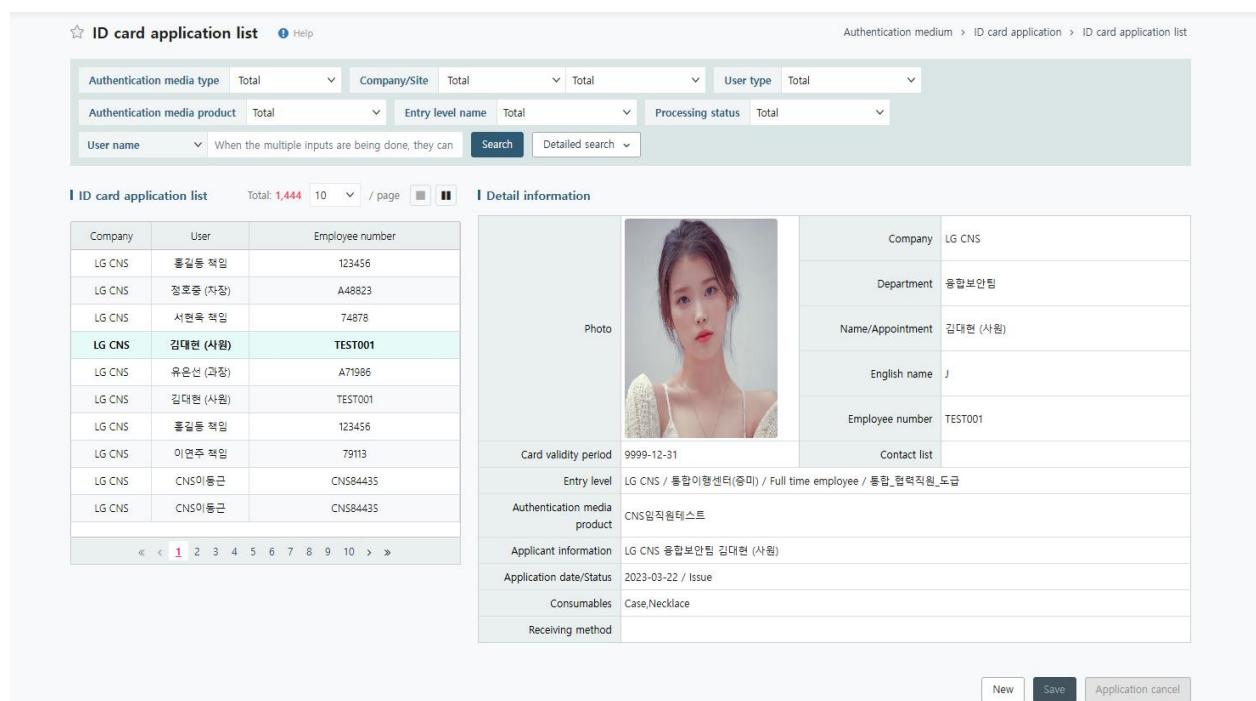


Figure 8-8. File Download Settings Popup88

- ③ According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.1.4 Modify ID Card Application

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of ID card applications that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③  If you press the button and select one ID card application list, you can view the ID card application details on the right.



The screenshot shows the 'ID card application list' page. At the top, there are several search filters: 'Authentication media type', 'Company/Site', 'User type', 'Authentication media product', 'Entry level name', 'Processing status', and a 'User name' input field. Below the filters is a search bar with a 'Search' button and a 'Detailed search' dropdown. The main area displays a table of application details with columns for Company, User, Employee number, and other metadata. A total count of 1,444 applications is shown. To the right, a detailed view for a specific application (TEST001) is displayed, including a photo of a woman, company information (LG CNS), department (총합보안팀), name (김대현 (사원)), English name (J), employee number (TEST001), card validity period (9999-12-31), entry level (LG CNS / 통합이행센터(증미) / Full time employee / 통합_합법직원_도급), authentication media product (CNS임직원테스트), applicant information (LG CNS 총합보안팀 김대현 (사원)), application date/status (2023-03-22 / Issue), consumables (Case,Necklace), and receiving method. Buttons for 'New', 'Save', and 'Application cancel' are at the bottom right.

Figure 8-9. ID Card Application List

- ④ Enter the details to be modified in the ID card application details on the right side.
- ⑤ When you're done typing, click button .
- ⑥ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

8.2 Public Card Application

8.2.1 Basic screen

You can apply for a public card for various authentication media types and view the list of applied public cards.

The screenshot shows a web-based application interface for 'Public card application'. At the top left is a star icon and the text 'Public card application'. At the top right are links for 'Help', 'Authentication medium', 'Public card application', and 'Public card application'. Below this is a section titled 'Basic Information' with the following fields:

* Authentication media type	Smart card	* Public card type	Temporary card
* Issuance company	Select	Site	Select
* Authentication media product	발급테스트(임시) 34	* Application quantity	0

At the bottom right are 'Save' and 'List' buttons.

Figure 8-10. Public Card Application Basic Screen89

- ① Tap Authentication Medium on the top menu tab.
- ② Tap Public card application on the left menu.
- ③ The public card application screen will appear on the initial screen, and click the button will move to the public card application list screen.

8.2.2 Public Card Application

The screenshot shows a web-based application for public card application. At the top left is a logo with a star and the text 'Public card application'. To its right are 'Help' and a breadcrumb trail: 'Authentication medium > Public card application > Public card application'. Below this is a section titled 'Basic Information' containing several input fields:

* Authentication media type	Smart card	* Public card type	Temporary card
* Issuance company	Select	Site	Select
* Authentication media product	발급테스트(임시) 34	* Application quantity	0

At the bottom right of the form are 'Save' and 'List' buttons.

Figure 8-11. Basic screen for applying for a public card810

- ① Enter your public card application information in the basic information.

Input Data	* Authentication Media Type	- Single selection of smart card/CSN card
	* Public Card Type	- Single selection of temporary card and visit card
	* Issuing company	- Select a single issuing company
	Site	- Single selection of issuing business sites
	* Authentication Media Product	- Selected according to the selected company and site.
	* Application quantity	- Enter numbers

- ② Click button .

- ③ If the save is successful, a 'Save successful' message pop up. If the save fails, the failure will appear with a 'Save failed' message.

8.2.3 Public Card Application Search

- ① Enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of public card applications that meet the conditions.

Basic search criteria	Authentication Media Type	- Single selection of All/CSN Card/Smart Card
	Company/Site	- Single company selection - Multiple business sites
	Public Card Type	- Single selection from All/Temporary card/Visit Card
	Authentication Media Product	- It is searched according to the selected company and site, and multiple choices are possible
	Processing Status	- Multiple choices are available from application/approval/issue/cancel/issuing/partial issue/denial
	Applicant Name	- Enter the applicant's name/applicant employee number after selecting it
	Application Period	- Select From Date To Date

Total: 8	10	/ page	Download						
<input type="checkbox"/>	Authentication media type	Public card type	Processing status	Application quantity	Issuance quantity	Company/Site	Authentication media product	Preview	Applicant name
<input type="checkbox"/>	Smart card	Temporary card	Issue	40	40	(주)LG (주)LG 본사	(주)LG 출입		IDP Manager
<input type="checkbox"/>	Smart card	Temporary card	Issue	1	1	(주)LG (주)LG 본사	(주)LG 출입		(주)LG 테스트
<input type="checkbox"/>	Smart card	Temporary card	Issue	1	1	(주)LG (주)LG 본사	(주)LG 출입		(주)LG 테스트
<input type="checkbox"/>	Smart card	Temporary card	Issue	1	1	(주)LG (주)LG 본사	(주)LG 출입		(주)LG 테스트
<input type="checkbox"/>	Smart card	Temporary card	Issue	1	1	(주)LG (주)LG 본사	(주)LG 출입		이원석
<input type="checkbox"/>	Smart card	Temporary card	Issue	5	5	(주)LG (주)LG 본사	(주)LG 출입		이원석
<input type="checkbox"/>	Smart card	Temporary card	Issue	1	1	(주)LG (주)LG 본사	(주)LG 출입		김현규
<input type="checkbox"/>	Smart card	Temporary card	Issue	30	30	(주)LG (주)LG 본사	(주)LG 출입		오민경

Figure 8-12. Public Card Application List Search - 1811

- ② If you press the button and select one public card from the list, you can view the details of the public card application on the right.

The screenshot shows a web-based application for managing public card applications. At the top, there are dropdown menus for 'Authentication media type' (Smart card), 'Company/Site' (LG), and 'Public card type' (Temporary card). Below these are filters for 'Authentication media product' (Total), 'Processing status' (Total), and 'Applicant name'. A search bar and a date range selector ('Application period') are also present. The main area displays a table titled 'Public card application list' with columns for 'Public card type', 'Application quantity', and 'Application date'. The table contains several rows of data, mostly for 'Temporary card' type. To the right of the table is a 'Detail information' tab containing specific details about the selected row: Issuance company (LG), Application quantity (40), Applicant information (LG CNS 용합보안팀 IDP Manager 대리), and Application date (2007-10-27). Buttons for 'Download', 'New', 'Save', and 'Application cancel' are located at the bottom right.

Figure 8-13. View the application list of public cards - 2812

- ③ If you press button in the detail information tab, a screen will appear where you can preview the card print content when printing a public card.

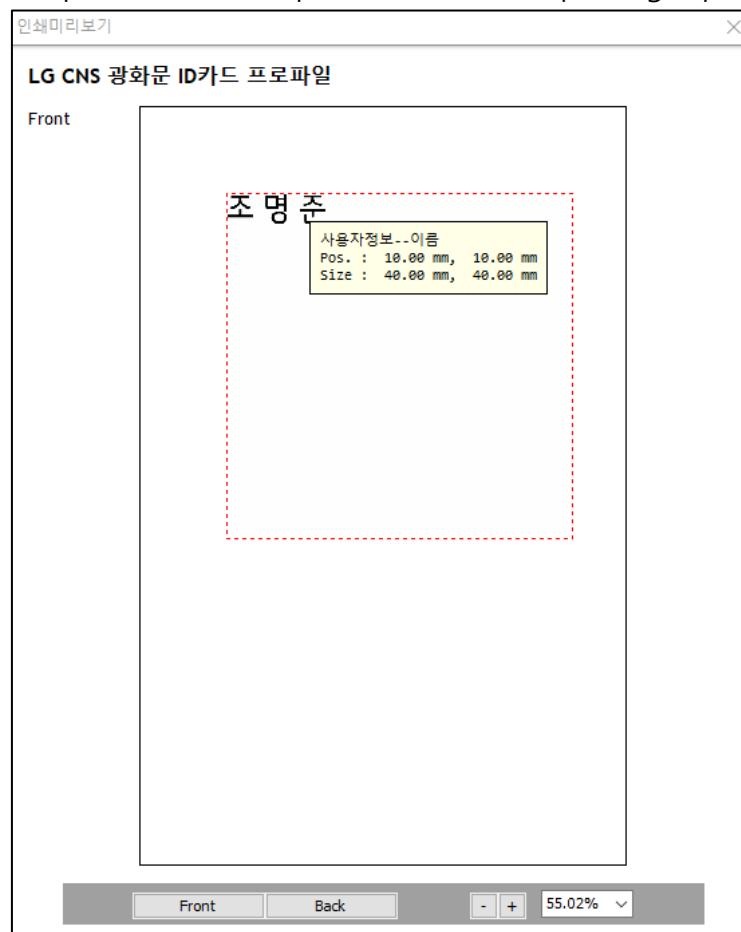


Figure 8-14. Public Card Printing Preview813

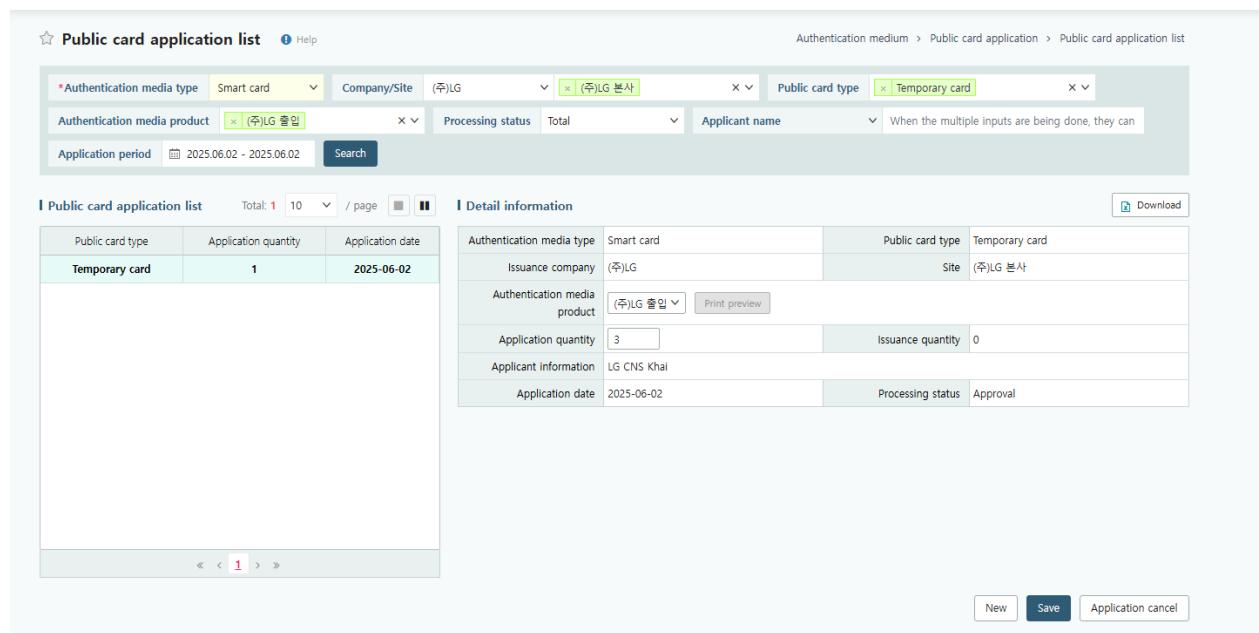
- ④ If there is a result searched in the public card application list, you can download the result as an Excel file.

► **Excel Download**

- ① Press the button located at the top right of the public card application list  .
② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.2.4 Modify a public card application

- ① Enter the search condition input box located at the top of the screen, and press the search button on the right to view the list of public card applications that meet the conditions.
- ② Figure  , located on the right side of the search button. When you click on the picture button, search conditions that allow you to enter more search conditions are displayed.
- ③ If you press the button  and select one public card application list, you can view the details of the public card application on the right.



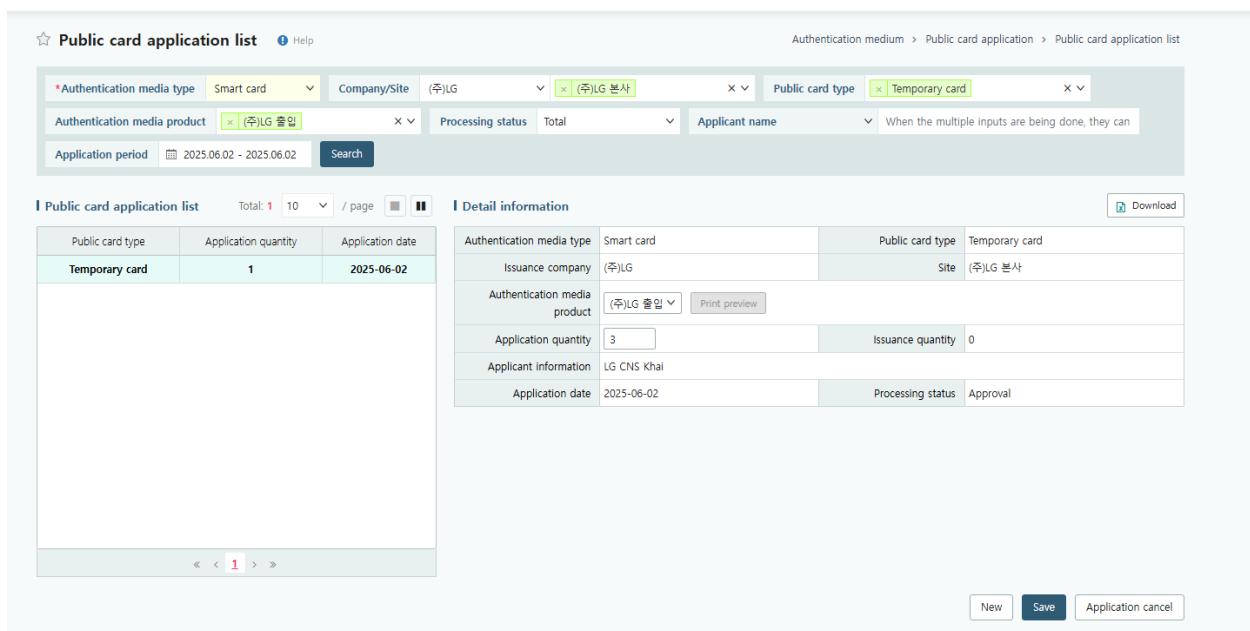
The screenshot shows the 'Public card application list' page. At the top, there are several search filters: 'Authentication media type' (Smart card), 'Company/Site' (LG), 'Public card type' (Temporary card), 'Authentication media product' (LG 출입), 'Processing status' (Total), and 'Applicant name'. Below these filters, the application period is set from 2025.06.02 to 2025.06.02, and a 'Search' button is present. The main area displays a table titled 'Public card application list' with one row of data. This row includes columns for 'Public card type' (Temporary card), 'Application quantity' (1), and 'Application date' (2025-06-02). To the right of the table is a detailed information panel. This panel contains fields for 'Authentication media type' (Smart card), 'Issuance company' (LG), 'Public card type' (Temporary card), 'Site' (LG 본사), 'Authentication media product' (LG 출입), 'Print preview' (button), 'Application quantity' (3), 'Issuance quantity' (0), 'Applicant information' (LG CNS Khal), and 'Application date' (2025-06-02). At the bottom right of the page are buttons for 'New', 'Save' (highlighted in blue), and 'Application cancel'.

Figure 8-15. Search the public card application list814

- ④ Enter the details to be modified in the public card application details on the right side. However, only public cards that have not been issued can be modified.
- ⑤ When you're done typing, click the button .
- ⑥ If the save is successful, a 'Saving was successful' message pop-up will appear. If saving fails, a 'Saving failed' message and the reason for failure will appear in the message pop-up.

8.2.5 Cancel public card application

- ① Enter the search condition input box located at the top of the screen, and press the search button on the right to view the list of public card applications that meet the conditions.
- ② If you press the button  and select one public card from the application list, you can view the details of the public card application on the right.



The screenshot shows the 'Public card application list' page. At the top, there are search filters for 'Authentication media type' (Smart card), 'Company/Site' ((주)LG), 'Public card type' (Temporary card), and 'Applicant name'. Below the filters, there are fields for 'Authentication media product' ((주)LG 출입), 'Processing status' (Total), and 'Applicant name'. The 'Application period' is set to 2025.06.02 - 2025.06.02. A 'Search' button is present. The main table shows one application entry:

Public card type	Application quantity	Application date
Temporary card	1	2025-06-02

To the right of the table is a 'Detail information' panel with the following data:

Authentication media type	Smart card	Public card type	Temporary card
Issuance company	(주)LG	Site	(주)LG 본사
Authentication media product	(주)LG 출입	Print preview	
Application quantity	3	Issuance quantity	0
Applicant information	LG CNS Khal		
Application date	2025-06-02	Processing status	Approval

At the bottom right of the detail panel are buttons for 'New', 'Save', and 'Application cancel'. Navigation buttons ('<<', '<', '1', '>', '>>') are also visible at the bottom of the list table.

Figure 8-16. Canceling a Public Card Application815

- ③ Click button  at the bottom right. However, you can only cancel a public card that has not been issued.
- ④ When the 'Do you want to cancel?' message pops up, click button .
- ⑤ If the cancellation is successful, a 'Succeeded in cancellation' message pops up. If the cancellation fails, the message "Cancellation failed" and the reason for the failure appear in the message pop-up.

8.3 Card Issuance

8.3.1 Basic screen configuration

You can apply for an ID card or a public card and issue a card, and you can view the list of cards to be issued.

The screenshot shows the 'Card issuance' application interface. At the top, there are tabs for 'ID card' and 'Public card', with 'ID card' selected. The top navigation bar includes 'Help', 'Authentication medium > Card issuance > Card issuance', and search/filter options for 'Authentication media type' (set to 'Smart card'), 'Company/Site', 'Total', 'User name', and 'Authentication media product'. Below the header is a toolbar with buttons for 'Restore CardKey', 'Issuance device', 'Issuance device v', and 'Download'. The main area is titled 'Issuance application list' and displays a table of 43 entries. The columns include: Authentication media type, Company, Department, User, Employee number, Preview, English name, Processing status, and Company/Site. The table lists various users from LG CNS, such as Jeong Holung, Hyun UK Seo, Hong Gil Dong, HYUN EOCK NOH, and HYUN EOCK NOH, all marked as 'Approval' status. At the bottom of the table are navigation arrows and page numbers (1-5). Below the table are buttons for 'Card printing', 'Issue', and 'Issue hold'.

Authentication media type	Company	Department	User	Employee number	Preview	English name	Processing status	Company/Site
Smart card	LG CNS	CNS강릉정보팀	장호중 (자장)	A48823		Jeong Holung	Approval	LG CNS 통합이행센터(증미)
Smart card	LG CNS	융합보안팀	서현숙 책임	74878		Hyun UK Seo	Approval	LG CNS 통합이행센터(증미)
Smart card	LG CNS	CNS강릉정보팀	유운선 (과장)	A71986			Approval	LG CNS 통합이행센터(증미)
Smart card	LG CNS		통길동 책임	123456		Hong Gil Dong	Approval	LG CNS 마곡사이언스파크
Smart card	LG CNS	융합보안팀	노현억 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS 마곡사이언스파크
Smart card	LG CNS	융합보안팀	노현억 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS FKI
Smart card	LG CNS	융합보안팀	노현억 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS FKI
Smart card	LG CNS	융합보안팀	노현억 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS FKI
Smart card	LG CNS	보안플랫폼팀	정지준 기장	A112001			Approval	LG CNS

Figure 8-17. Card Issuance Basic Screen816

- ① Tap Authentication Medium on the top menu tab.
- ② Tap Card issuance on the left menu.
- ③ It is divided into an ID card tab and a public card tab, and the ID card tab appears on the initial screen.

8.3.2 View the list of card issuance targets

► View ID Card Issuance Target List

The screenshot shows the 'Card issuance' interface. At the top, there are tabs for 'ID card' and 'Public card'. Below the tabs, there are dropdown menus for 'Authentication media type' (set to 'Smart card'), 'Company/Site' (set to 'Total'), and 'Authentication media product' (set to 'Total'). A search bar with the placeholder 'User name' and a 'Search' button is present. The main area is titled 'Issuance application list' and displays a table of 10 rows. The columns include 'Authentication media type', 'Company', 'Department', 'User', 'Employee number', 'Preview', 'English name', 'Processing status', and 'Company/Site'. The data in the table includes various user names like Jeong HoJung, Hyun Uk Seo, Hong Gil Dong, HYUN EOCK NOH, and HYUN EOCK NOH, along with their respective employee numbers and processing statuses. At the bottom of the table, there are navigation buttons for page numbers (1-5) and arrows, and buttons for 'Card printing', 'Issue', and 'Issue hold'.

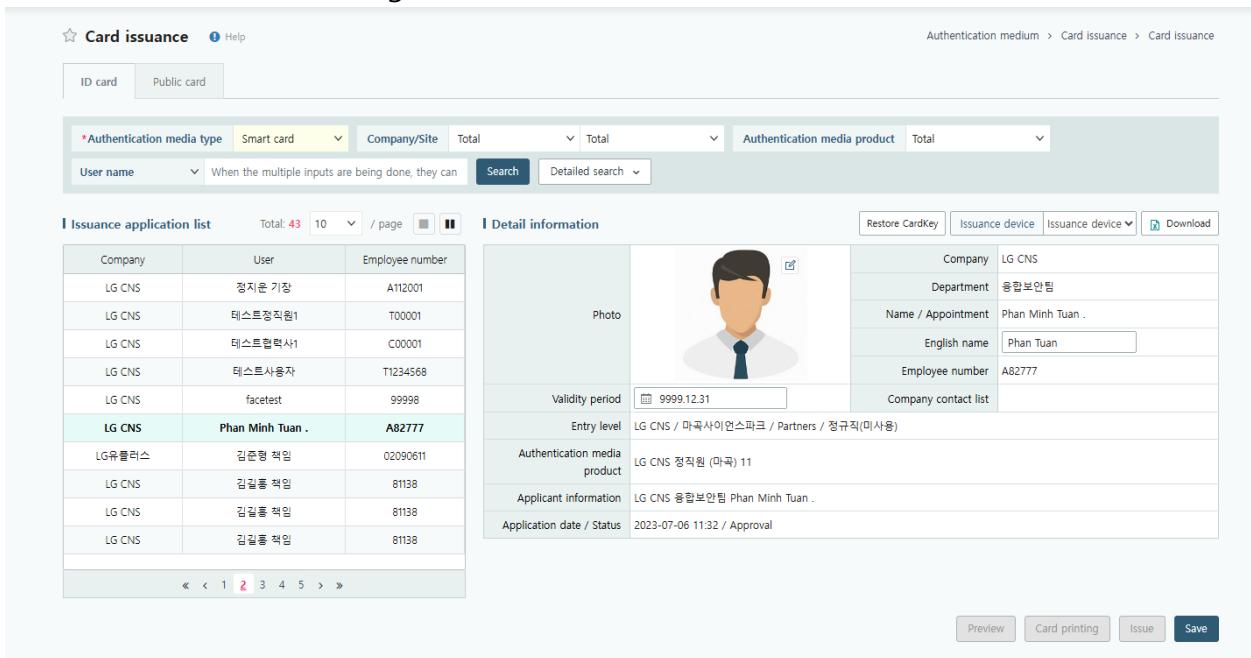
Figure 8-18. ID card issuance basic screen817

- ① After pressing the ID card tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the card issuance list that meets the conditions.
- ② If you press the button **Detailed search** located to the right of the search button, you will see the search conditions that you can enter more search conditions.

Basic search criteria	Authentication Media Type	- Single choice between CSN card / smart card
	Company/Site	- Single company selection - Multiple business sites
	Authentication Media Product	- It is searched according to the selected company and site, and multiple choices are possible
	User name	- Select single option: user name/employee number/user ID/user custom and enter - When selecting user custom, you can select multiple specific users in the pop-up

Detailed Conditions	Photo	- All/Existing/Not Found Selection
	Applicant Name	- Single selection of applicant name/applicant employee number
	Application Period	- Select From Date To Date

- ③ If you press the button  and select one card issuance list, you can view the card issuance details on the right.



The screenshot shows the 'Card issuance' application interface. On the left, there is a search bar with dropdowns for 'Authentication media type' (Smart card), 'Company/Site' (Total), 'User name' (Phan Minh Tuan), and 'Authentication media product' (Total). Below the search bar is a table titled 'Issuance application list' showing 43 entries across 10 pages. The first few rows include:

Company	User	Employee number
LG CNS	정지훈 기장	A112001
LG CNS	테스트정직원1	T00001
LG CNS	테스트합법사1	C00001
LG CNS	테스트사용자	T1234568
LG CNS	facetest	99998
LG CNS	Phan Minh Tuan .	A82777
LG유플러스	김준형 책임	02090611
LG CNS	김길홍 책임	81138
LG CNS	김길홍 책임	81138
LG CNS	김길홍 책임	81138

On the right, there is a detailed information panel for Phan Minh Tuan. It includes:

- Photo:** A placeholder image of a man in a suit.
- Validity period:** 9999.12.31
- Entry level:** LG CNS / 마곡사이언스파크 / Partners / 정규직(미사용)
- Authentication media product:** LG CNS 정직원 (마곡) 11
- Applicant information:** LG CNS 용합보안팀 Phan Minh Tuan .
- Application date / Status:** 2023-07-06 11:32 / Approval

At the bottom of the right panel are buttons for 'Restore CardKey', 'Issuance device', 'Issuance device', 'Download', 'Preview', 'Card printing', 'Issue', and 'Save'.

Figure 8-19. ID Card Issuance Details

- ④ If you press button  at the bottom, a screen will appear where you can preview the card. If you press the button and click the button in the issuance request list, a screen will appear where you can preview the printed contents.

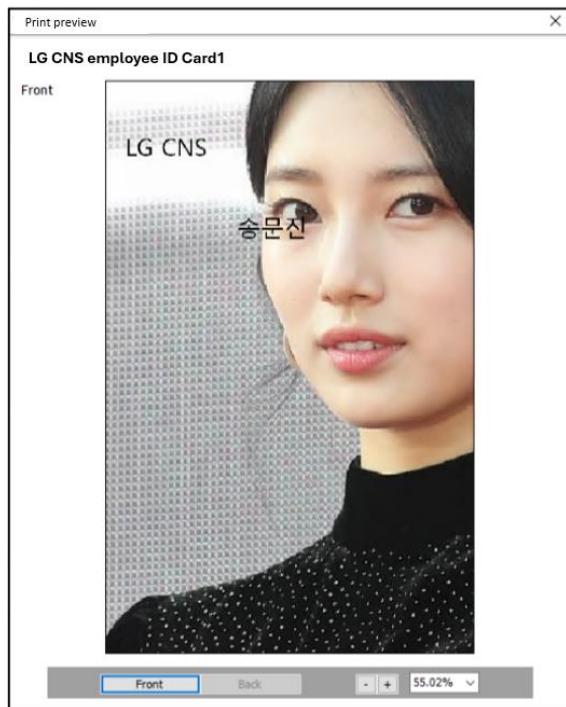


Figure 8-20. ID Card Preview818

- ⑤ If there is a result in the ID card issuance list, you can download the result as an Excel file.

► **Excel Download**

- ① Click the button  located at the top right of the card issuance list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

► **View the list of public card issuance**

Figure 8-21. Basic screen for issuing public cards819

- ① On the top, select the Public Card tab, enter the search condition input box located at the top of the screen, and press the search button on the right to view the list of card issuances that meet the conditions.

Basic search criteria	Authentication Media Type	- Single choice between CSN card and smart card
	Company/Site	- Single company selection - Multiple business sites
	Authentication Media Product	- It is searched according to the selected company/site, and multiple choices are possible
	Applicant Name	- Select and enter the applicant name/applicant employee number
	Application Period	- Select From Date, To Date

- ② If you press the button and select one card issuance list, you can view the card issuance details on the right.

Card issuance Help

ID card Public card

*Authentication media type Smart card Company/Site Total Total Authentication media product Total

Applicant name When the multiple inputs are being done, they can Application period Search

I Issuance application list Total: 29 10 / page | Detail information |

Number of possible issuance	Authentication media product
2	테스트방문
1	발급테스트(임시) 34
98	노노상품_IFT_스마트_입시
99	노노상품_IFT_스마트_방문
1	동근_테스트회사_방문카드_상품
1	동근_테스트회사_방문카드_상품
9	LG Chem 본사 방문카드
1	동근_테스트회사_외국사업장_방문카드
1	LG CNS 건물관리_(마곡)
0	LG CNS 방문_(마곡)

Issuance device Issuance device Download

Authentication media type Smart card Company / Site LG CNS 마곡사이언스파크
Issuance completed / Application for issuance 0 / 1 Number of possible issuance 1
Authentication media product 발급테스트(임시) 34
Applicant information LG CNS 용접보안팀 Dao Duc Trung
Application date / Status 2023-12-05 17:09 / Approval
* Number of issuance requests 1
* Front number 자동부여

Preview Card printing Issue

Figure 822 Public card issuance details820

- ③ If you press the [Preview] button at the bottom, a screen will appear where you can preview the card print content when printing the card. If you press the button and click the button in the issuance request list, a screen will appear where you can preview the printed contents.



Figure 8-23. Public Card Preview821

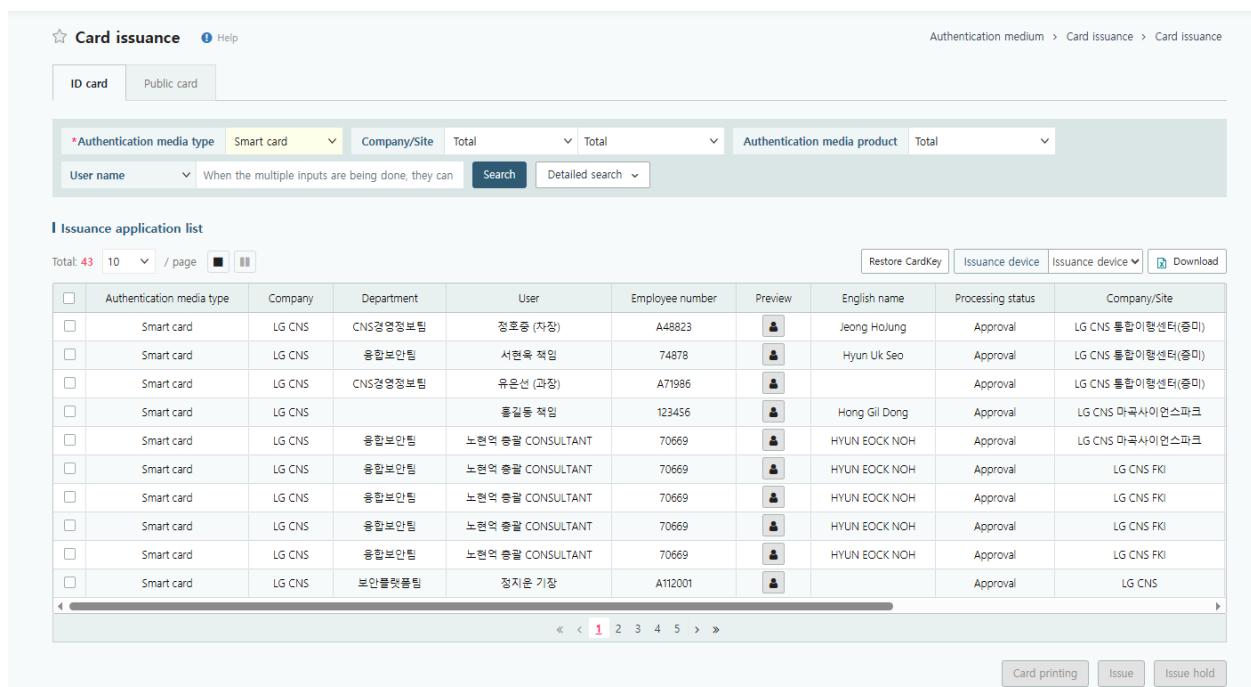
- ④ If there is a result searched in the public card issuance list, you can download the result as an Excel file.

► Excel Download

- ① Tap the button  on the top right corner of the card issuance list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.3.3 Edit card issue information

► Modify ID card issuance target information



The screenshot shows the 'Card issuance' application interface. At the top, there are tabs for 'ID card' and 'Public card'. Below the tabs, there are dropdown menus for 'Authentication media type' (set to 'Smart card'), 'Company/Site' (set to 'Total'), and 'Authentication media product' (set to 'Total'). There are also search fields for 'User name' and buttons for 'Search' and 'Detailed search'. The main area is titled 'Issuance application list' and displays a table of 43 entries. The columns include: Authentication media type, Company, Department, User, Employee number, Preview, English name, Processing status, and Company/Site. The table lists various users from different departments and companies, such as CNS 경영정보팀, 용합보안팀, and LG CNS, with processing statuses like Approval and Pending. At the bottom of the list, there are navigation buttons for page numbers (1-5) and links for 'Card printing', 'Issue', and 'Issue hold'.

Figure 8-24. ID card issuance basic screen822

- ① After pressing the ID card tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the card issuance list that meets the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ If you press the button  and select one card issuance list, you can view the card issuance details on the right.

Card issuance Help

ID card Public card

* Authentication media type Smart card Company/Site Total Total Authentication media product Total

User name When the multiple inputs are being done, they can Search Detailed search

I Issuance application list Total: 43 10 / page | Photo | Detail information | Restore CardKey | Issuance device | Issuance device | Download

Company	User	Employee number
LG CNS	정지운 기장	A112001
LG CNS	테스트장직원1	T00001
LG CNS	테스트합격자1	C00001
LG CNS	테스트사용자	T1234568
LG CNS	facetest	99998
LG CNS	Phan Minh Tuan .	A82777
LG유플러스	김준경 책임	02090611
LG CNS	김길풀 책임	81138
LG CNS	김길풀 책임	81138
LG CNS	김길풀 책임	81138

Photo | Validity period | Entry level | Authentication media product | Applicant information | Application date / Status

Company: LG CNS
Department:
Name / Appointment: facetest
English name:
Employee number: 99998
Company contact list:
LG CNS / 마곡사이언스파크 / Full time employee / 정규직(미사용)
LG CNS 정직원 (마곡) 11
LG CNS 흥법보안팀 김대현 (사원)
2023-06-27 17:11 / Approval

Preview Card printing Issue Save

Figure 8-25. Correcting ID Card Issuance Information823

- ④ Enter the contents to be modified in the ID card issuance details on the right side.
- ⑤ When you're done typing, click button **Save**.
- ⑥ If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

► Modify information subject to public card issuance

The screenshot shows the 'Card issuance' application interface. At the top, there are tabs for 'ID card' and 'Public card'. The 'Public card' tab is selected. On the right, a breadcrumb navigation shows 'Authentication medium > Card issuance > Card issuance'. Below the tabs is a search bar with fields for 'Authentication media type' (set to 'Smart card'), 'Company/Site' (set to 'Total'), 'Total' (set to 'Total'), 'Authentication media product' (set to 'Total'), 'Applicant name' (dropdown menu), 'When the multiple inputs are being done, they can' (dropdown menu), 'Application period' (calendar icon), and a 'Search' button. Below the search bar is a section titled 'Issuance application list' with a table header: 'Authentication media type', 'Number of applications for issuance', 'Number of completed issuance', 'Number of possible issuance', 'Processing status', 'Company/Site', and 'Authentication me'. The table contains 10 rows of data, each with a checkbox in the first column and details about a specific issuance. At the bottom of the table are navigation arrows and page numbers (4, <, 1, 2, 3, >, >>). To the right of the table are buttons for 'Card printing', 'Issue', and 'Issue hold'.

Figure 8-26. Basic screen of public card issuance824

- ① After pressing the Public Card tab, enter the search condition input box located at the top of the screen, and press the search button on the right to view the list of card issuances that meet the conditions.
- ② If you press the button Detailed search located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ If you press the button [] and select one card issuance list, you can view the card issuance details on the right.

The screenshot shows a web-based card issuance application interface. At the top, there are tabs for 'Card issuance' and 'Help'. Below the tabs, there are two buttons: 'ID card' and 'Public card'. The main area has several dropdown menus and search fields. One dropdown menu is set to 'Smart card'. There are also dropdowns for 'Company/Site' and 'Total' under 'Authentication media type'. A search bar includes fields for 'Applicant name' and 'Application period', with a 'Search' button. To the right, there are links for 'Authentication medium', 'Card issuance', and 'Card issuance'. Below these, there are sections for 'Issuance application list' and 'Detail information'. The 'Issuance application list' table shows 29 entries, with the first few rows being:

Number of possible issuance	Authentication media product
93	발급테스트(임시) 34
7	LG CNS 마트 일시2
8	LG CNS 품집 (마곡)
1	LG CNS 방문 (가산DC)
1	LG CNS 공사 (마곡)
99	발급테스트(임시) 34
1	테스트회사-발급카드상품
9	테스트회사 테스트사업장1 일시카드 상품
5	발급테스트(임시) 34
2	테스트방문

The 'Detail information' section contains the following details:

Authentication media type	Smart card	Company / Site	LG CNS 마곡사이언스파크
Issuance completed / Application for issuance	7 / 100	Number of possible issuance	93
Authentication media product	발급테스트(임시) 34	Applicant information	LG CNS 품집보안팀 김대현 (사원)
Application date / Status	2023-03-23 17:30 / Partial issue	Number of issuance requests	93
Front number	자용부여		

At the bottom right of the main form, there are buttons for 'Preview', 'Card printing', and 'Issue'.

Figure 8-27. Correction of public card issuance information825

- ④ Enter the correction in the public card issuance details on the right side.

Save

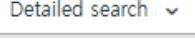
- ⑤ When you're done typing, click button **Save**.

- ⑥ If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

8.3.4 Card Issuance

► Issuance of ID card

- ① After pressing the ID card tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the card issuance list that meets the conditions.

- ② If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ Click  button, select the list of issued cards from the issuance list, and click button . At this time, the issuing machine with the issuance card set must be connected.

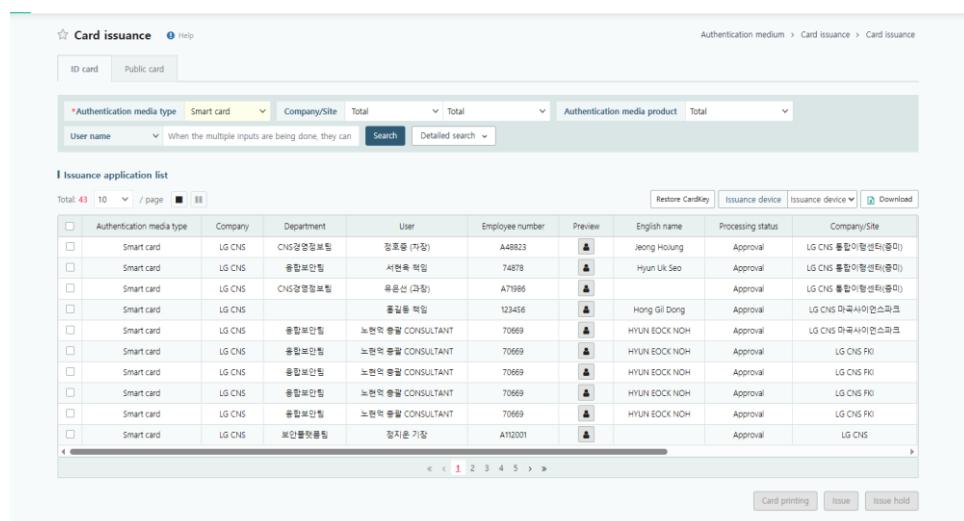


Figure 8-28. ID Card Issuance Selection Screen826

- ④ If you press the button  and select one card issuance list, you can view the card issuance details on the right.

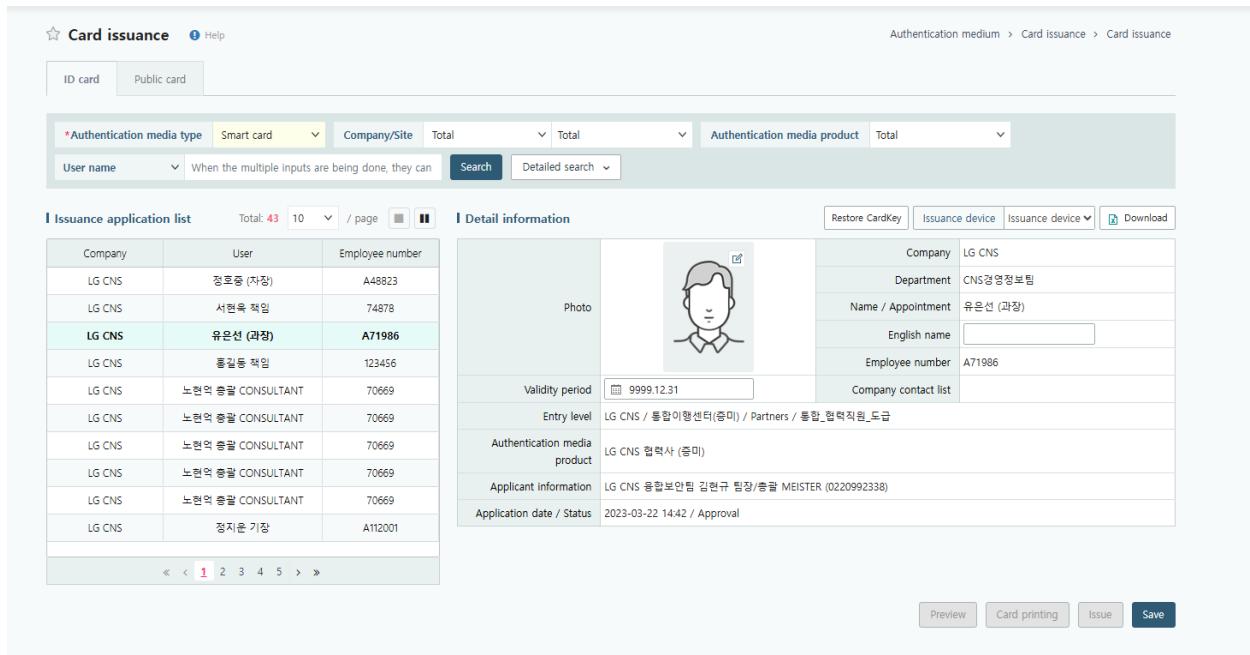


Figure 8-29. ID Card Issuance Selector Screen827

- ⑤ After selecting, click button  at the bottom.

► Issuance of public card

- ① After pressing the Public Card tab, enter the search condition input box located at the top of the screen, and press the search button on the right to view the list of card issuances that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ Set the issuing device as the issuing machine.
- ④ Click button  , select the list of issued cards from the issuance list, and click button  . At this time, the issuing machine with the issuance card set must be connected.

Card issuance

ID card Public card

* Authentication media type Smart card Company/Site Total Total Authentication media product Total

Applicant name When the multiple inputs are being done, they can Application period Search

Issuance application list

Total: 29 10 / page

Authentication media type	Number of applications for issuance	Number of completed issuance	Number of possible issuance	Processing status	Company/Site	Authentication media product
Smart card	100	7	93	Partial issue	LG CNS 마곡사이언스파크	발급테스트
Smart card	11	4	7	Partial issue	LG CNS 마곡사이언스파크	LG CNS 마
Smart card	10	2	8	Partial issue	LG CNS 마곡사이언스파크	LG CNS 테
Smart card	2	1	1	Partial issue	LG CNS 가산IDC	LG CNS 방문
<input checked="" type="checkbox"/> Smart card	1	0	1	Approval	LG CNS 마곡사이언스파크	LG CNS 공
Smart card	100	1	99	Partial issue	LG CNS 마곡사이언스파크	발급테스트
Smart card	5	4	1	Partial issue	테스트회사1 테스트사업장1	테스트회사1 테
Smart card	10	1	9	Partial issue	테스트회사1 테스트사업장1	테스트회사1 테스트사
Smart card	5	0	5	Approval	LG CNS 마곡사이언스파크	발급테스트
Smart card	2	0	2	Approval	LG CNS 마곡사이언스파크	테스트

Card printing Issue Issue hold

Figure 8-30. Public Card Issuance Selection Screen828

- ⑤ If you press the button  and select one card issuance list, you can view the card issuance details on the right.

Card issuance

ID card Public card

* Authentication media type Smart card Company/Site Total Total Authentication media product Total

Applicant name When the multiple inputs are being done, they can Application period Search

Issuance application list Total: 29 10 / page

Number of possible issuance	Authentication media product
93	발급테스트(임시) 34
7	LG CNS 마곡 일시2
8	LG CNS 출입 (마곡)
1	LG CNS 방문 (가산IDC)
1	LG CNS 공사 (마곡)
99	발급테스트(임시) 34
1	테스트회사1 방문카드상품
9	테스트회사1 테스트사업장1 임시카드 상품
5	발급테스트(임시) 34
2	테스트방문

Detail information

Authentication media type	Smart card	Company / Site	LG CNS 마곡사이언스파크
Issuance completed / Application for issuance	0 / 1	Number of possible issuance	1
Authentication media product	LG CNS 공사 (마곡)		
Applicant information	LG CNS 출입보안팀 Phan Minh Tuan .		
Application date / Status	2023-07-06 11:29 / Approval		
Number of issuance requests	1		
Front number	자동부여		

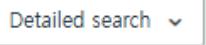
Preview Card printing Issue

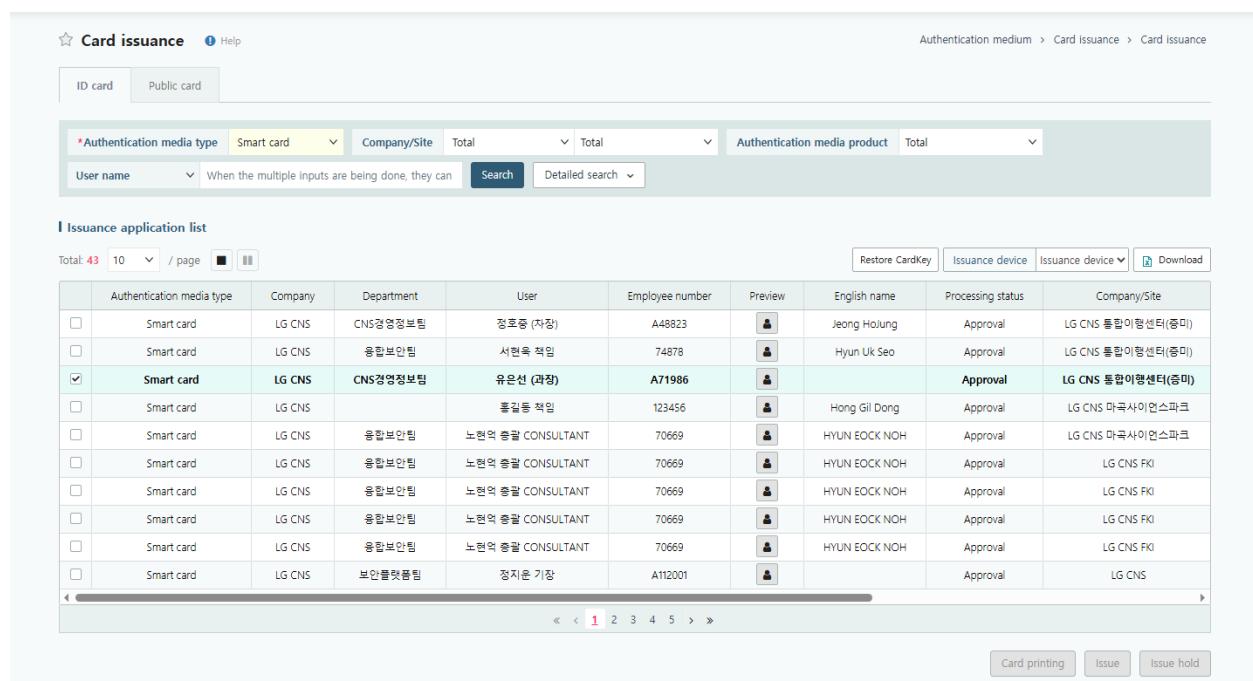
Figure 8-31. Public Card Issuance Selection Screen829

- ⑥ After selecting, click button  at the bottom.

8.3.5 Card Printing

► ID Card Printing

- ① After pressing the ID card tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the card issuance list that meets the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ Set the issuing device as the issuing machine.
- ④ Click button , select the list of issued cards from the issuance list, and click button . At this time, the issuing machine with the issuance card set must be connected.



The screenshot shows a web-based application for card issuance management. At the top, there are tabs for 'Card issuance' (selected), 'Help', 'ID card' (highlighted in blue), and 'Public card'. The main header includes 'Authentication medium > Card Issuance > Card Issuance'. Below the header is a search bar with fields for 'Authentication media type' (set to 'Smart card'), 'Company/Site' (dropdown), 'Total' (dropdown), 'User name' (dropdown), and a 'Search' button. To the right of the search bar is a 'Detailed search' dropdown. The main content area is titled 'Issuance application list' and displays a table of card issuance records. The table has columns: Authentication media type, Company, Department, User, Employee number, Preview, English name, Processing status, and Company/Site. A total of 43 items are listed, with page 1 selected. At the bottom of the table are navigation arrows and buttons for 'Card printing' (highlighted in blue), 'Issue', and 'Issue hold'.

Authentication media type	Company	Department	User	Employee number	Preview	English name	Processing status	Company/Site
<input type="checkbox"/> Smart card	LG CNS	CNS경영정보팀	정호중 (자장)	A48823		Jeong Holung	Approval	LG CNS 통합이령센터(종미)
<input type="checkbox"/> Smart card	LG CNS	용합보안팀	서현숙 책임	74878		Hyun Uk Seo	Approval	LG CNS 통합이령센터(종미)
<input checked="" type="checkbox"/> Smart card	LG CNS	CNS경영정보팀	유은선 (과장)	A71986			Approval	LG CNS 통합이령센터(종미)
<input type="checkbox"/> Smart card	LG CNS		홍길동 책임	123456		Hong Gil Dong	Approval	LG CNS 마곡사이언스파크
<input type="checkbox"/> Smart card	LG CNS	용합보안팀	노현역 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS 마곡사이언스파크
<input type="checkbox"/> Smart card	LG CNS	용합보안팀	노현역 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS FKI
<input type="checkbox"/> Smart card	LG CNS	용합보안팀	노현역 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS FKI
<input type="checkbox"/> Smart card	LG CNS	용합보안팀	노현역 총괄 CONSULTANT	70669		HYUN EOCK NOH	Approval	LG CNS FKI
<input type="checkbox"/> Smart card	LG CNS	보안플랫폼팀	정지운 기장	A112001			Approval	LG CNS

Figure 8-32. ID Card Print Selection Screen830

- ⑤ If you press the button  and select one card issuance list, you can view the card issuance details on the right.

The screenshot shows the 'Card issuance' screen with the following details:

- Header:** Card issuance, Help, Authentication medium > Card issuance > Card Issuance
- Top Navigation:** Authentication media type (Smart card), Company/Site, Total, Authentication media product, Total.
- Search Bar:** User name, Search, Detailed search.
- Table (Issuance application list):**

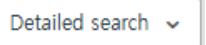
Company	User	Employee number
LG CNS	정호중 (자장)	A48823
LG CNS	서현욱 책임	74878
LG CNS	유은선 (과장)	A71986
LG CNS	홍길동 책임	123456
LG CNS	노현의 총괄 CONSULTANT	70669
LG CNS	노현의 총괄 CONSULTANT	70669
LG CNS	노현의 총괄 CONSULTANT	70669
LG CNS	노현의 총괄 CONSULTANT	70669
LG CNS	노현의 총괄 CONSULTANT	70669
LG CNS	정지훈 기장	A112001
- Detail Information Panel:**

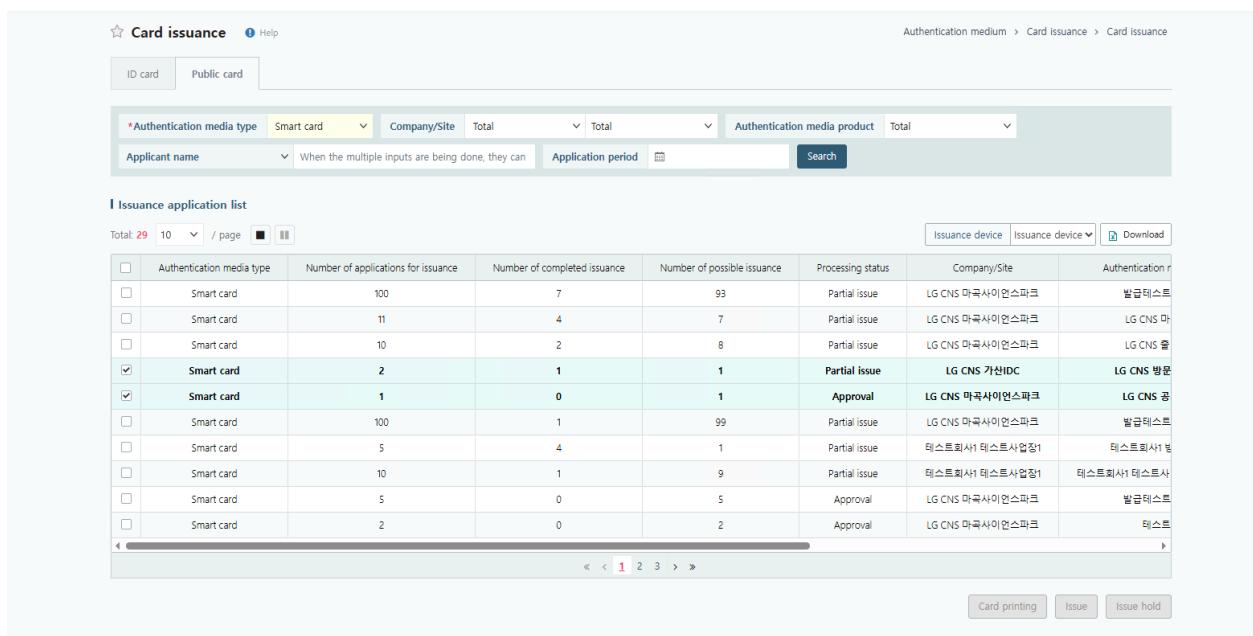
Photo		Company	LG CNS
		Department	CNS경영정보팀
		Name / Appointment	유은선 (과장)
		English name	<input type="text"/>
Validity period	<input type="text" value="9999.12.31"/>	Employee number	A71986
		Company contact list	
		Entry level	LG CNS / 통합이행센터(증미) / Partners / 통합_현력직원_도급
		Authentication media product	LG CNS 협력사 (증미)
Applicant information	LG CNS 융합보안팀 김현구 팀장/총괄 MEISTER (0220992338)		
	Application date / Status		
2023-03-22 14:42 / Approval			
- Buttons at the bottom:** Preview, Card printing (highlighted in orange), Issue, Save.

Figure 8-33. ID Card Print Selector Screen831

- ⑥ After selecting, click button **Card printing** at the bottom.

► Public Cards Printing

- ① After pressing the Public Card tab, enter the search condition input box located at the top of the screen, and press the search button on the right to view the list of card issuances that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ Set the issuing device as the issuing machine.
- ④ Click button , select the list of issued cards from the issuance list, and click  button. At this time, the issuing machine with the issuance card set must be connected.



Total: 29	10	/ page					
<input type="checkbox"/>	Authentication media type	Number of applications for issuance	Number of completed issuance	Number of possible issuance	Processing status	Company/Site	Authentication medium
<input type="checkbox"/>	Smart card	100	7	93	Partial issue	LG CNS 마곡사이언스파크	발급테스트
<input type="checkbox"/>	Smart card	11	4	7	Partial issue	LG CNS 마곡사이언스파크	LG CNS 마
<input type="checkbox"/>	Smart card	10	2	8	Partial issue	LG CNS 마곡사이언스파크	LG CNS 출
<input checked="" type="checkbox"/>	Smart card	2	1	1	Partial issue	LG CNS 가산IDC	LG CNS 방문
<input checked="" type="checkbox"/>	Smart card	1	0	1	Approval	LG CNS 마곡사이언스파크	LG CNS 공
<input type="checkbox"/>	Smart card	100	1	99	Partial issue	LG CNS 마곡사이언스파크	발급테스트
<input type="checkbox"/>	Smart card	5	4	1	Partial issue	테스트회사1 테스트사업장1	테스트회사1 테
<input type="checkbox"/>	Smart card	10	1	9	Partial issue	테스트회사1 테스트사업장1	테스트회사1 테스트사
<input type="checkbox"/>	Smart card	5	0	5	Approval	LG CNS 마곡사이언스파크	발급테스트
<input type="checkbox"/>	Smart card	2	0	2	Approval	LG CNS 마곡사이언스파크	테스트

Figure 8-34. Public Card Print Selection Screen832

- ⑤ If you press the button  and select one card issuance list, you can view the card issuance details on the right.

The screenshot shows a web-based card issuance interface. At the top, there are tabs for 'Card issuance' and 'Help'. Below the tabs, there are dropdown menus for 'Authentication media type' (Smart card), 'Company/Site' (LG CNS), and 'Total' (29). There is also a search bar and a 'Search' button.

The main area is divided into two sections: 'Issuance application list' and 'Detail information'.

Issuance application list:

Number of possible issuance	Authentication media product
99	필급리스트(임시) 34
7	LG CNS 마곡 임시2
8	LG CNS 출입 (마곡)
1	LG CNS 방문 (가산IDC)
1	LG CNS 공사 (마곡)
99	필급리스트(임시) 34
1	테스트회사 테스트카드상품
9	테스트회사 테스트사업장1 일시카드 상품
5	필급리스트(임시) 34
2	테스트방문

Detail information:

Authentication media type: Smart card	Company / Site: LG CNS 마곡사이트
Issuance completed / Application for issuance: 0 / 1	Number of possible issuance: 1
Authentication media product: LG CNS 출입 (마곡)	
Applicant information: LG CNS 출입보안팀 Phan Minh Tuan	
Application date / Status: 2023-07-06 11:29 / Approval	
* Number of issuance requests: 1	
* Front number: 자동부여	

At the bottom right, there are buttons for 'Preview', 'Card printing', and 'Issue'.

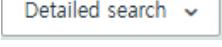
Figure 8-35. Public Card Printing Selection Screen833

- ⑥ After selecting, click button **Card printing** at the bottom.

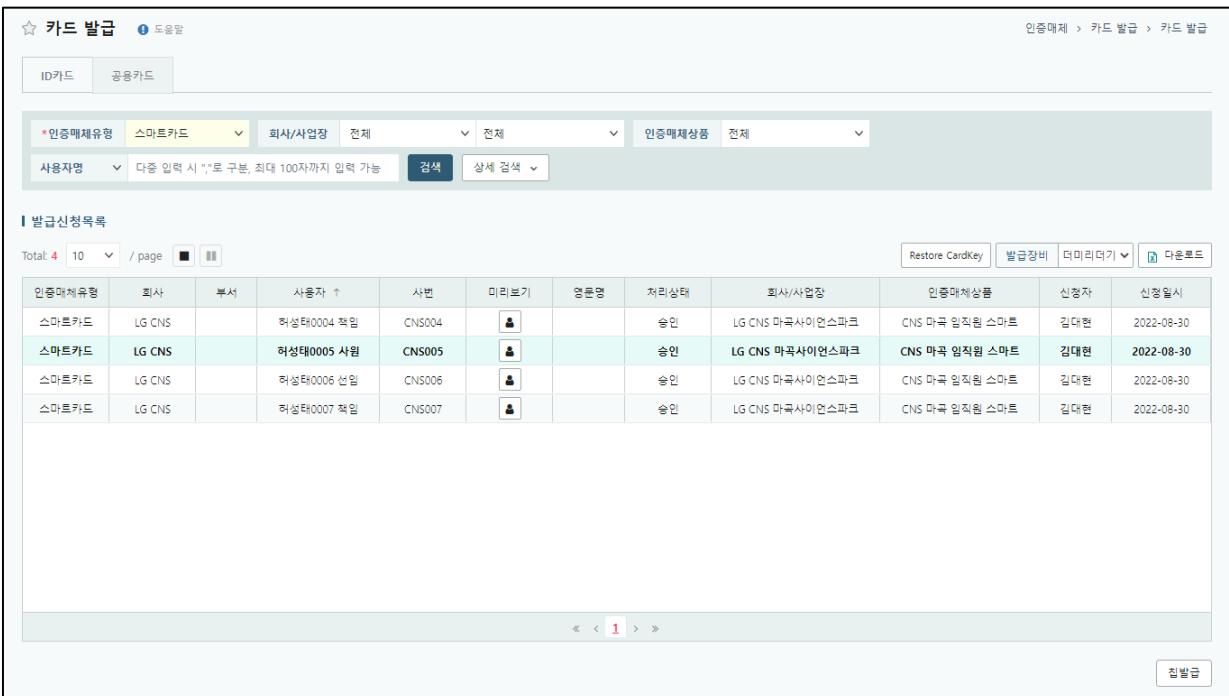
8.3.6 Card chip issuance

▶ ID Card Chip Issuance

- ① After pressing the ID card tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the card issuance list that meets the conditions.

- ② If you press the button  located to the right of the search button, you will see the search conditions that you can enter more search conditions.
③ Set the issuing device to a dummy reader.
④ Click button , select the list of issued cards from the issuance list, and click the button. At this time, you must be connected to a reader with the issuance card set.

 칩발급



인증매체유형	회사	부서	사용자 ↑	사번	미리보기	영문명	처리상태	회사/사업장	인증매체상품	신경자	신청일시
스마트카드	LG CNS		허성태0004 책임	CNS004			승인	LG CNS 마곡사이언스파크	CNS 마곡 임직원 스마트	김대현	2022-08-30
스마트카드	LG CNS		허성태0005 사원	CNS005			승인	LG CNS 마곡사이언스파크	CNS 마곡 임직원 스마트	김대현	2022-08-30
스마트카드	LG CNS		허성태0006 선임	CNS006			승인	LG CNS 마곡사이언스파크	CNS 마곡 임직원 스마트	김대현	2022-08-30
스마트카드	LG CNS		허성태0007 책임	CNS007			승인	LG CNS 마곡사이언스파크	CNS 마곡 임직원 스마트	김대현	2022-08-30

Figure 8-36. ID Card Chip Issuance Selection Screen834

- ⑤ If you press the button  and select one card issuance list, you can view the card issuance details on the right.

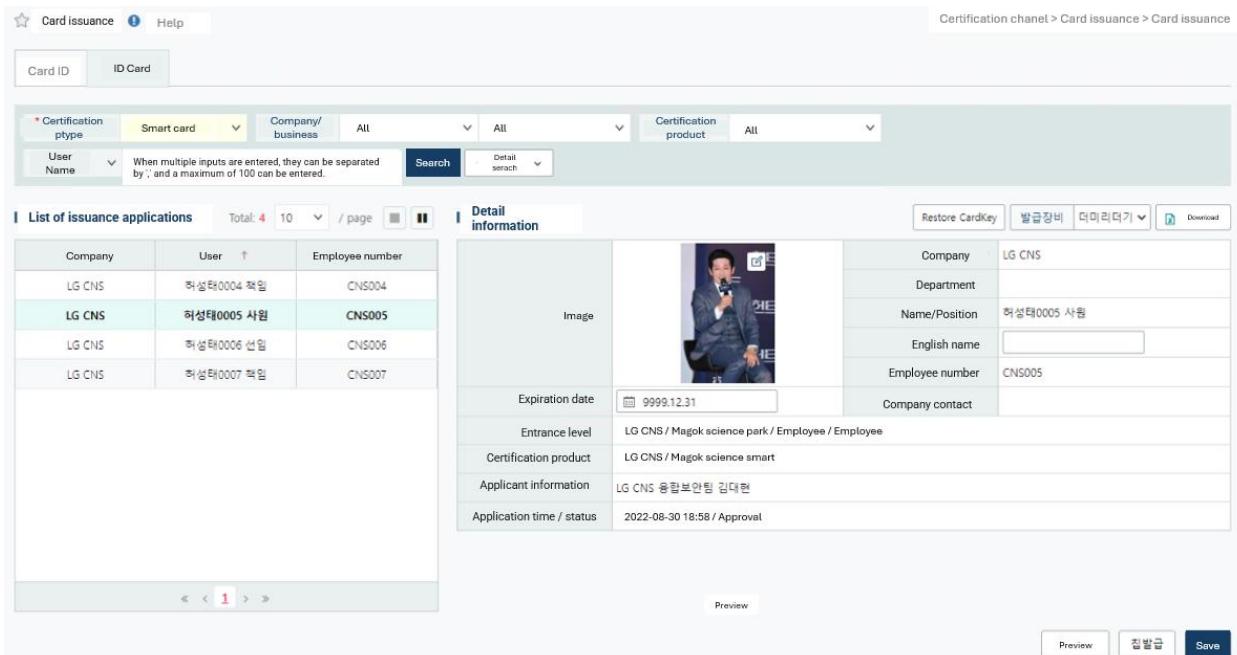
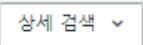
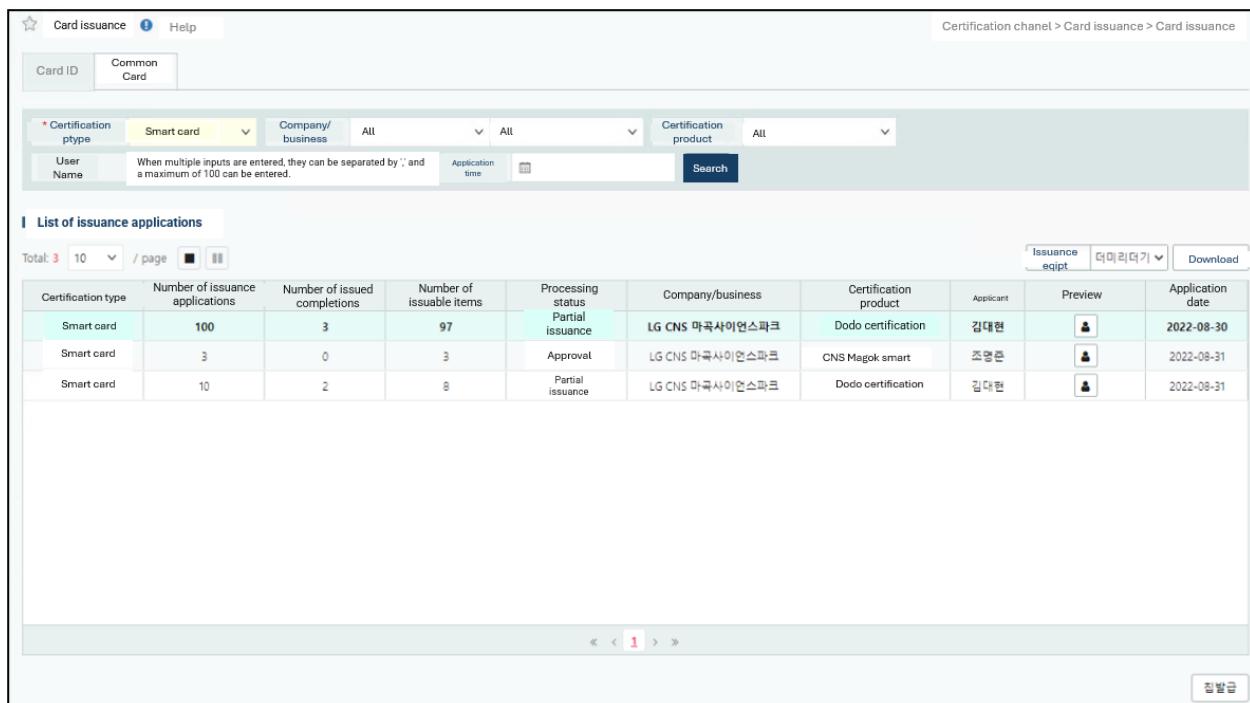


Figure 8-37. ID Card Chip Issuance Selection Screen835

- ⑥ After selecting, click the button **침발급** at the bottom.

▶ Public Card Chip Issuance

- ① After pressing the Common Card tab, enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of card issuances that meet the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions. 
- ③ Click button , select the list of issued cards from the issuance list, and click the button. At this time, you must be connected to a reader with the issuance card set. 



Certification type	Number of issuance applications	Number of issued completions	Number of issuable items	Processing status	Company/business	Certification product	Applicant	Preview	Application date
Smart card	100	3	97	Partial issuance	LG CNS 마곡사이언스파크	Dodo certification	김대현		2022-08-30
Smart card	3	0	3	Approval	LG CNS 마곡사이언스파크	CNS Magok smart	조명준		2022-08-31
Smart card	10	2	8	Partial issuance	LG CNS 마곡사이언스파크	Dodo certification	김대현		2022-08-31

Figure 8-38. Selection screen for issuing card chips for public cards836

- ④ If you press the button  and select one card issuance list, you can view the card issuance details on the right.

Card issuance Help

Certification channel > Card issuance > Card issuance

Card ID	Common Card																									
* Certification ptype	Smart card	Company / business	All	All	Certification product	All																				
User Name	When multiple inputs are entered, they can be separated by ';' and a maximum of 100 can be entered.																									
Application time				Search																						
List of issuance applications Total: 3 10 / page <table border="1"> <thead> <tr> <th>Certification product</th> <th>Number of issuable cases</th> </tr> </thead> <tbody> <tr> <td>Dodo certification</td> <td>97</td> </tr> <tr> <td>CNS 마곡 일시 스마트</td> <td>3</td> </tr> <tr> <td>Dodo certification</td> <td>8</td> </tr> </tbody> </table>							Certification product	Number of issuable cases	Dodo certification	97	CNS 마곡 일시 스마트	3	Dodo certification	8												
Certification product	Number of issuable cases																									
Dodo certification	97																									
CNS 마곡 일시 스마트	3																									
Dodo certification	8																									
Detail information <table border="1"> <tr> <td>Certification channel type</td> <td>Smart card</td> <td>Company / Business</td> <td>LG CNS 마곡사이언스파크</td> </tr> <tr> <td>Issuance complete/issuance application</td> <td>3 / 100</td> <td>Number of issuable cases</td> <td>97</td> </tr> <tr> <td>Certification product</td> <td>Dodo certification</td> <td>Applicant information</td> <td>LG CNS 유통보안팀 김대현</td> </tr> <tr> <td>Application time / status</td> <td colspan="3">2022-08-30 19:00 / 부분발급</td> </tr> <tr> <td>* Number of issuance requests</td> <td>1</td> <td>* Front number</td> <td>자동부여</td> </tr> </table>							Certification channel type	Smart card	Company / Business	LG CNS 마곡사이언스파크	Issuance complete/issuance application	3 / 100	Number of issuable cases	97	Certification product	Dodo certification	Applicant information	LG CNS 유통보안팀 김대현	Application time / status	2022-08-30 19:00 / 부분발급			* Number of issuance requests	1	* Front number	자동부여
Certification channel type	Smart card	Company / Business	LG CNS 마곡사이언스파크																							
Issuance complete/issuance application	3 / 100	Number of issuable cases	97																							
Certification product	Dodo certification	Applicant information	LG CNS 유통보안팀 김대현																							
Application time / status	2022-08-30 19:00 / 부분발급																									
* Number of issuance requests	1	* Front number	자동부여																							
<input style="float: right; margin-right: 10px;" type="button" value="발급장비"/> <input style="float: right; margin-right: 10px;" type="button" value="다미리더기"/> <input style="float: right; margin-right: 10px;" type="button" value="다운로드"/> <input style="float: right; margin-right: 10px;" type="button" value="Preview"/> <input style="float: right;" type="button" value="Chip issuance"/>																										

Figure 8-39. Correction of public card issuance information837

- ⑤ After selecting, click the button at the bottom.

8.4 Card Management

8.4.1 Basic screen configuration

You can manage the list of issued ID cards and public cards, and you can use and restore cards.

The screenshot shows the 'Card list' interface. At the top, there are tabs for 'ID card' and 'Public card', with 'ID card' selected. The title bar includes 'Card list', 'Help', 'Authentication medium > Card management > Card list', and a search bar. Below the search bar is a toolbar with dropdown menus for 'Authentication media type', 'Company/Site', 'User name', 'Entry level', 'Card status', and 'Authentication media product'. There are also buttons for 'Confirm', 'Search', and 'Detailed search'. The main area is titled 'ID card list' and displays a table of card details. The table has columns for 'Authentication media type', 'Company', 'Authentication media product', 'User type', 'Department', 'User', 'Employee number', and 'Status'. The table lists various cards issued to employees at LG Display, such as Mifare cards and Smart cards, along with their respective details like department and user names. A pagination control at the bottom shows page 1 of 10. At the bottom right, there are buttons for 'Change Card list', 'Delivery completed processing', 'Stop use', 'Dispose', and 'Restore'.

Figure 8-40. Card Management Main Screen838

- ① Tap Authentication Media on the top menu tab.
- ② Tap Card Management on the left menu.
- ③ It is divided into an ID card tab and a Public card tab, and the ID card tab appears on the initial screen.

8.4.2 View Card List

► View ID Card List

The screenshot shows the 'Card list' interface. At the top, there are tabs for 'ID card' (selected) and 'Public card'. Below the tabs are several search filters: 'Authentication media type' (Total), 'Company/Site' (Total), 'User name' (Total), 'Entry level' (Total), 'Card status' (Total), 'User type' (Total), 'Issuance type' (Total), 'Applicant name' (Total), 'Card ID' (Automatic input), 'Issuance period' (calendar icon), and 'Delivery Status' (Total). There are also buttons for 'Confirm', 'Search', and 'Detailed search'. The main area displays a table with columns: Authentication media type, Company, Authentication media product, User type, Department, User, and Employee number. The table lists 2,051 entries, with the first few rows shown below:

Authentication media type	Company	Authentication media product	User type	Department	User	Employee number
Mifare card (CSN)	LG Display	LG Display CA 정직원 마이페어카드 연계	Full time employee	LGDCAA.CA 财务 Section	李昌熙	CA003877
Mifare card (CSN)	LG Display	LG Display YT 정직원 마이페어카드 연계	Full time employee	LGDYTA.财务 Section	YOON SUKHYUN 科长	YT618043
Mifare card (CSN)	LG Display	LG Display 본사 정직원 마이페어카드 연계	Full time employee	LGDKRC.전체 팀	정대철 책임	718701
Mifare card (CSN)	LG Display	LG Display 본사 정직원 마이페어카드 연계	Full time employee	LGDKRA.EA 팀	이유광 팀장	203441
Mifare card (CSN)	LG Display	LG Display 본사 정직원 마이페어카드 연계	Full time employee	LGDKRA.Promotion 팀	박용상 책임	6503311030012
Mifare card (CSN)	LG Display	LG Display 본사 정직원 마이페어카드 연계	Full time employee	LGDKRA.업무혁신 Group	이상택 팀장	203455
Mifare card (CSN)	LG Display	LG Display WR 정직원 마이페어카드 연계	Full time employee	LGDWRA.Process Innovation	WOJCIECH ANDRZEJ WŁODARSKI Technician	WR011844
Mifare card (CSN)	LG Display	LG Display 본사 정직원 마이페어카드 연계	Full time employee		이재인	718261
Smart card	(주)LG	(주)LG 협력사	Full time employee	비서팀	강문주 차장	10106

Figure 8-41. ID Card List Screen839

- ① After clicking the ID card tab, enter it in the search condition input box located at the top of the screen, and click the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button **Detailed search** located to the right of the search button, you will see the search conditions where you can enter more search conditions.

Basic search criteria	Authentication Media Type	- Single selection of Total/CSN Card/Smart Card/모바일 ID
	Company/Site	- Single company selection
		- Multiple business sites
	Authentication Media Product	- It is searched according to the selected company and site, and multiple choices are possible
	Entry Level	- It is searched according to the selected company and site, and multiple choices are possible
		- Single choice between normal/suspension/disposal
	Card Status	- If you choose to suspend use, loss/long-term non-use/damage/return/etc. Multiple Selection
		- Select username/company number/custom single and enter
Detailed Conditions	Username	- When selecting a custom, you can select multiple users in the pop-up
		- Single choice between Card ID/CSN
	User Type	- Full-time employees/partners/etc. Multiple choices available
	Issuance Type	- Issue/Chip issue/Print/Enrollment. Multiple choices available
	Applicant Name	- Enter the applicant's name/applicant company number after selecting it
Delivery Status	Issuance Period	- Select From Date To Date
	Delivery Status	- Single selection from Total/Waiting for Delivery/Completed

- ③ If you press the button  and select a card list, you can view the card details on the right.

The screenshot shows the 'Card list' interface with the following details:

- ID card** tab is selected.
- Search Bar:** Includes filters for Authentication media type (Total), Company/Site (Total), User name, Entry level (Total), Card status (Total), and User name.
- ID card list:** A table showing 2,051 entries. One entry is highlighted for detail view:

User: 李昌龍	Employee number: CA003877	01
YOON SUKYUN 科长	YT618043	02
정대철 책임	718701	02
이유관 팀장	203441	03
박용상	6503311030012	03
김장율 책임	612080	03
이상백 팀장	203455	07
WOJciech Andrzej Włodarski Technician	WR011844	07
이재인	718261	08
강준주 차장	10106	10
- Detail information:** A large table showing the details for the selected card (User: 李昌龍, Employee number: CA003877).

Authentication media type	Mifare card (CSN)	Authentication media product	LG Display CA 정직원 마이태어카드 연계
Card ID	0111336926	CSN	0111336926
Photo		User type	Full time employee
		Belong	LG Display LGDCAA.CA 財务 Section
		Name / Appointment	李昌龍
		English name	
Employee number	CA003877		
Card status	Normal		
Application Type	Other company card register	Delivery status	Delivery completed
Site	CA	Applicant information: LG CNS 데이터쉐어링	
Application date and time	2024-02-23 16:58	Issuance date and time	2016-10-22 05:23
Registered day and time	2024-03-12 10:26	Day and time of revision	2024-03-12 10:26
Data source			
- Buttons:** Download (top right of the list), Stop use, and Dispose.

Figure 8-42. ID Card Detail Inquiry840

- ④ If there is a search result in the ID card list, you can download the result as an Excel file.

► Excel Download

- ① Tap the button at the top right of the ID card list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

► View the list of public cards

The screenshot shows the 'Card list' interface. At the top, there are tabs for 'ID card' and 'Public card'. To the right, a breadcrumb navigation shows 'Authentication medium > Card management > Card list'. Below the tabs is a search bar with fields for 'Authentication media type' (Total), 'Company/Site' (Total), 'Authentication media product' (Total), 'Rental status' (Total), 'Validity period' (Total), 'Card status' (Total), 'Lender's name', 'Front number', 'Card ID', 'Automatic input', and 'Lender department'. There are also 'Confirm', 'Search', and 'Detailed search' buttons. The main area displays a table titled 'Public card list' with 489 entries per page. The table columns include: Authentication media type, Company, Authentication media product, Card ID, Front number, Rental status, Card status, Lender company, Lender department, and Lender. The table shows various entries for Smart cards from LG인화원, each with a unique ID and specific status details. At the bottom of the table, there are navigation arrows and a page number indicator (2). Below the table are buttons for 'Dispose', 'Dispose', and 'Restore'.

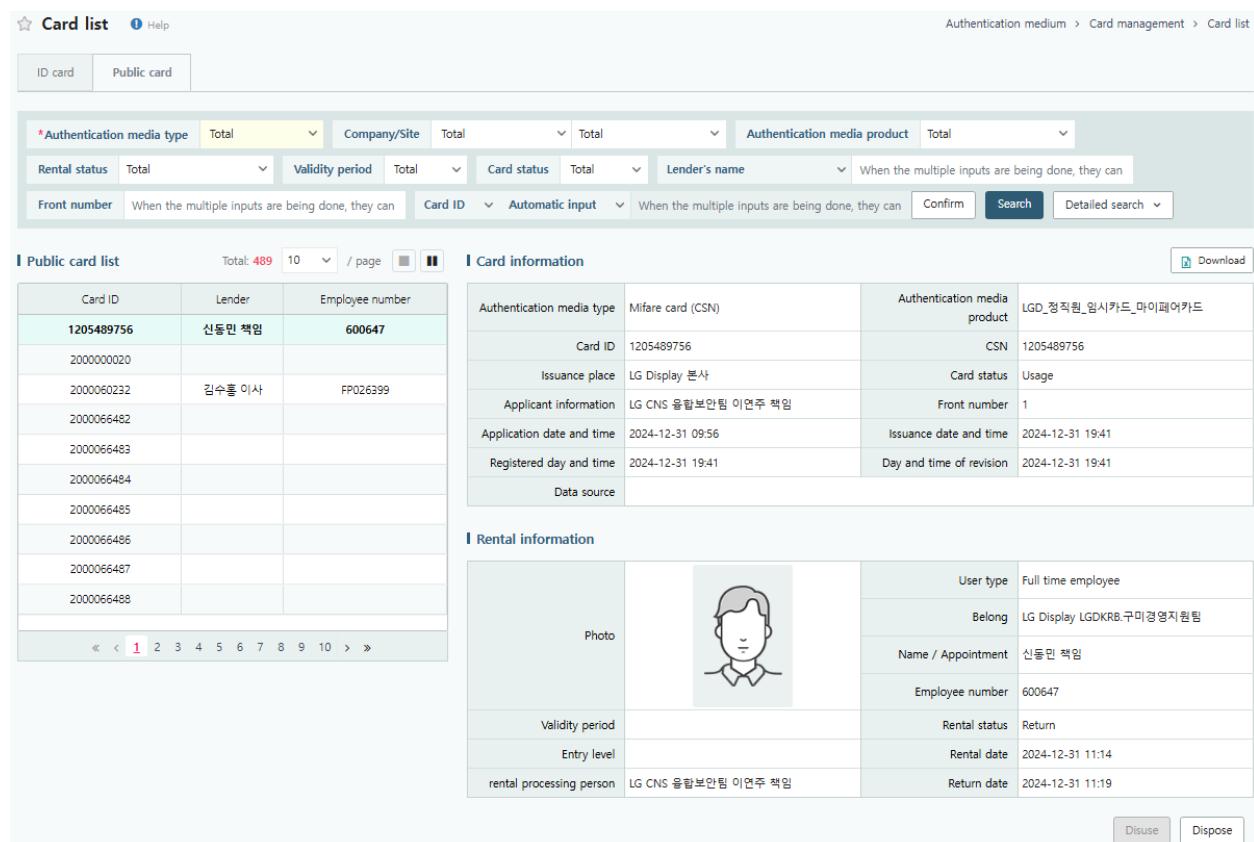
Figure 8-43. Public Card List Screen841

- ① After pressing the Common Card tab, enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button **Detailed search** located to the right of the search button, you will see the search conditions where you can enter more search conditions.

Basic search criteria	Authentication Media Type	- Single selection of Total/CSN Card/Smart Card/모바일 ID
	Company/Site	- Single company selection - Multiple business sites
	Authentication Media Product	- It is searched according to the selected company and site, and multiple choices are possible
	Rental Status	- Multiple rental/return choices available
	Card Status	- Single choice between all/normal/suspension/disposal
	Lender name	- Enter after selecting the lender name/lender number/lender designation single -

		When selecting the lender designation, you can select multiple specific lenders in the pop-up
	Card ID	- Single choice between Card ID/CSN
Detailed Conditions	Applicant Name	- Enter the applicant's name/applicant company number after selecting it
	Issuance Type	- Issue/Chip issue/Print/Enrollment. Multiple choices available
	Issuance Period	- Select From Date, To Date
	Entry Level	- It is searched according to the selected company and site, and multiple choices are possible

- ③ If you press the button  and select a card list, you can view the card details on the right.



The screenshot shows the 'Card list' interface. At the top, there are tabs for 'Card list' (selected), 'Help', and navigation icons. Below the tabs, there are two buttons: 'ID card' and 'Public card'. The main area displays a grid of card details. Each row contains columns for 'Card ID', 'Lender', and 'Employee number'. The first row is highlighted in light blue and shows '1205489756', '신동민 책임', and '600647'. Below the grid, there are navigation buttons for page numbers (1-10) and arrows. On the right side, there is a detailed view of a specific card. This view includes sections for 'Card information' and 'Rental information'. The 'Card information' section shows details like 'Authentication media type' (Mifare card (CSN)), 'Card ID' (1205489756), 'Issuance place' (LG Display 본사), 'Applicant information' (LG CNS 유통보안팀 이연주 책임), and various dates and times. The 'Rental information' section shows a photo of a person, user type ('Full time employee'), belong ('LG Display LGDKRB.구미경영지원팀'), name/appointment ('신동민 책임'), employee number ('600647'), validity period, entry level, rental processing person ('LG CNS 유통보안팀 이연주 책임'), and rental status ('Return'). At the bottom right, there are 'Dispose' and 'Disuse' buttons.

Figure 8-44. Viewing the details of the public card842

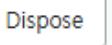
- ④ If there is a result searched in the list of public cards, you can download the result as an Excel file.

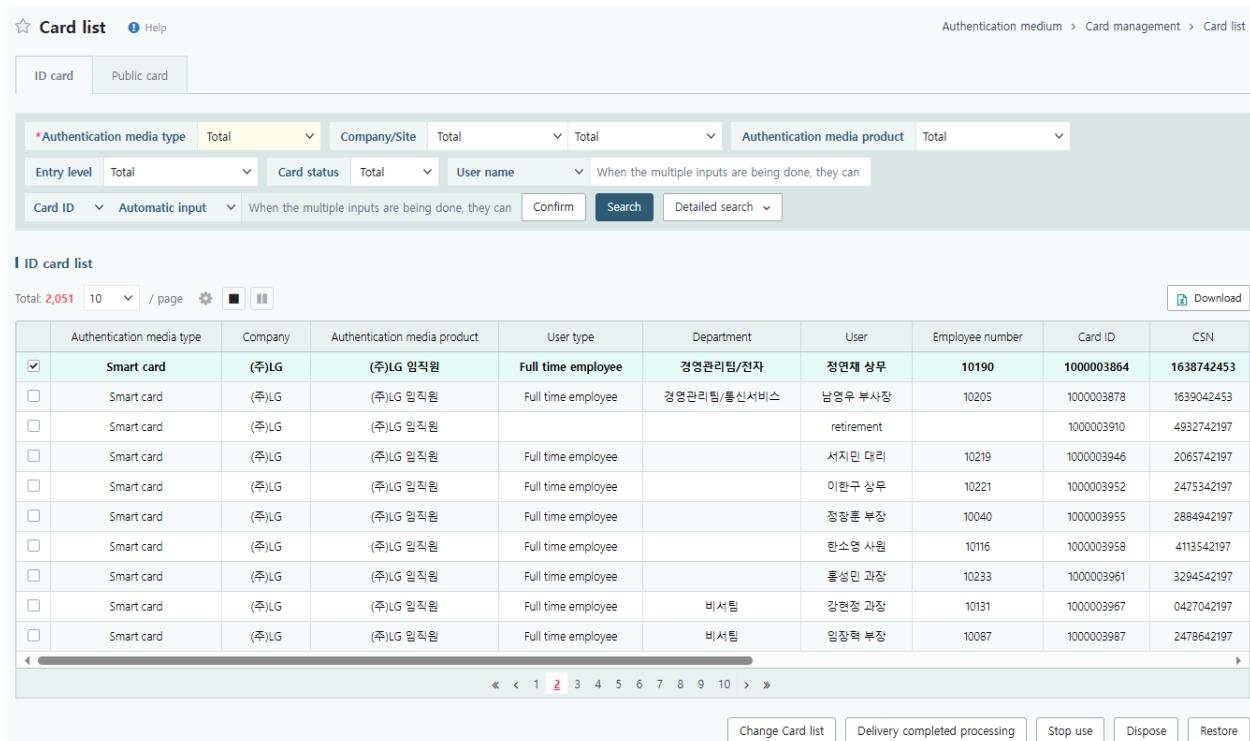
► Excel Download

- ① Tap the button  at the top right of the ID card list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.4.3 Card Disposal

► ID Card Disposal

- ① After clicking the ID card tab, enter it in the search condition input box located at the top of the screen, and click the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions where you can enter more search conditions.
- ③ Click button , select the ID card from the ID card list, and click the button .



	Authentication media type	Company	Authentication media product	User type	Department	User	Employee number	Card ID	CSN
<input checked="" type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee	경영관리팀/전자	정연재 상무	10190	1000003864	1638742453
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee	경영관리팀/통신서비스	남영우 부사장	10205	1000003878	1639042453
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원			retirement		1000003910	4932742197
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee		서지민 대리	10219	1000003946	2065742197
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee		이한구 상무	10221	1000003952	2475342197
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee		정창훈 부장	10040	1000003955	2884942197
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee		한소영 사원	10116	1000003958	4113542197
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee		홀설민 과장	10233	1000003961	3294542197
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee	비서팀	강현정 과장	10131	1000003967	0427042197
<input type="checkbox"/>	Smart card	(주)LG	(주)LG 임직원	Full time employee	비서팀	임장혁 부장	10087	1000003987	2478642197

Figure 8-45. Card Discard Selector Screen8

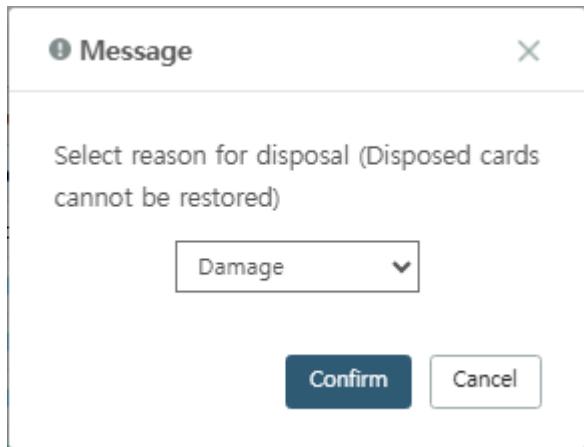


Figure 8-46. Disposal Reason Selection Screen844

- ④ Select one reason for disposal and click the button **Confirm**.
- ⑤ Alternatively, if you press the button and select a card list, you can view the card details on the right side.

The screenshot shows the 'Card list' interface. On the left, there is a grid of cards with columns for User, Employee number, and Card ID. A specific card for 'YOUN SUKYUN' (Employee number CA003877) is selected. On the right, a detailed information panel is displayed for this card. The panel includes fields for Authentication media type (Mifare card (CSN)), CSN (0111336926), Photo (a placeholder image of a person), User type (Full time employee), Belong (LG Display LGDCAA.CA 财务 Section), Name / Appointment (李昌勋), English name (empty), Employee number (CA003877), Card status (Normal), Application Type (Other company card register), Site (CA), Applicant information (LG CNS 데이터센터), Application date and time (2024-02-23 16:58), Issuance date and time (2016-10-22 05:23), Registered day and time (2024-03-12 10:26), Day and time of revision (2024-03-12 10:26), and Data source (empty). At the bottom right of the panel are 'Stop use' and 'Dispose' buttons.

Figure 8-47. ID Card Stop Selection Screen845

- ⑥ After selecting, click the button **Dispose** at the bottom.

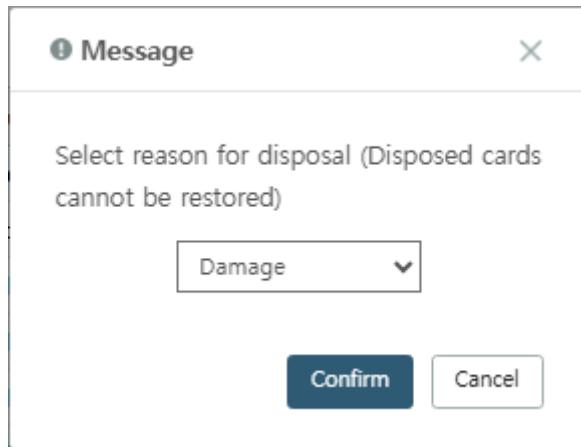
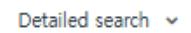


Figure 8-48. Disposal Reason Selection Screen846

- ⑦ Similarly, select one reason for disposal and click the button .

► Disposal of public cards

- ① After pressing the Common Card tab, enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions where you can enter more search conditions.
- ③ Click button , select the list of issued cards from the issuance list, and click the button .

The screenshot shows a web-based card management system. At the top, there are tabs for 'Card list' (selected), 'Help', 'Authentication medium > Card management > Card list'. Below the tabs, there are two buttons: 'ID card' and 'Public card'. The main area has a search bar with dropdowns for 'Authentication media type' (Total), 'Company/Site' (Total), 'Authentication media product' (Total), 'Rental status' (Total), 'Validity period' (Total), 'Card status' (Total), 'Lender's name' (Total), and a note about multiple inputs. Below the search bar is a row for 'Front number' and 'Card ID' with dropdowns for 'Automatic input' and 'When the multiple inputs are being done, they can'. There are buttons for 'Confirm', 'Search', and 'Detailed search'. The title bar says 'Public card list'. Below the title, there are buttons for 'Total: 489', '10 / page', and 'Download'. The main table lists 10 rows of card information, each with a checkbox. The columns include: Authentication media type, Company, Authentication media product, Card ID, Front number, Rental status, Card status, Lender company, and Lender dep. The first row is selected (highlighted in green). The table has a scrollbar on the right and a page navigation bar at the bottom with buttons for '« < 1 2 3 4 5 6 7 8 9 10 > »'. At the bottom right of the table area are buttons for 'Dispose', 'Dispose', and 'Restore'.

Figure 8-49. Suspension Selection Screen for Public Card Use847

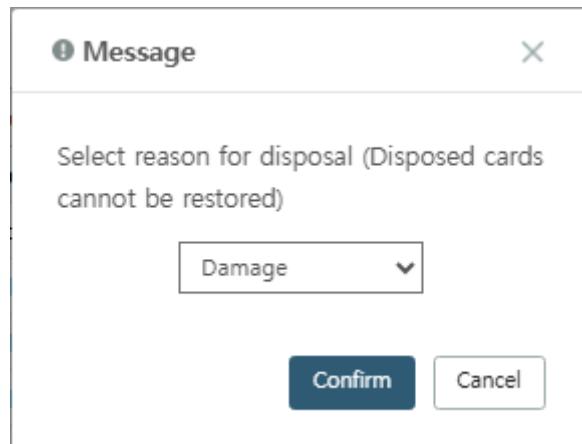


Figure 8-50. Disposal Reason Selection Screen848

- ④ Select one reason for disposal and click the button **Confirm**.
- ⑤ Alternatively, if you press the button and select a card list, you can view the card details on the right side.

The screenshot shows the 'Card list' interface. At the top, there are tabs for 'ID card' and 'Public card'. Below the tabs is a search bar with filters for 'Authentication media type', 'Company/Site', 'Card status', 'Lender's name', and 'Front number'. The main area displays a table titled 'Public card list' with columns: Card ID, Lender, Employee number. One row is selected, showing details: Card ID 1205489756, Lender 신동민 ..., Employee number 600647. To the right, a 'Card information' panel shows detailed data for this card, including CSN, Card status, Application date and time, and a photo of the cardholder.

Figure 8-51. Selection Screen for Discarding Common Cards849

- ⑥ After selecting, click the button **Dispose** at the bottom.

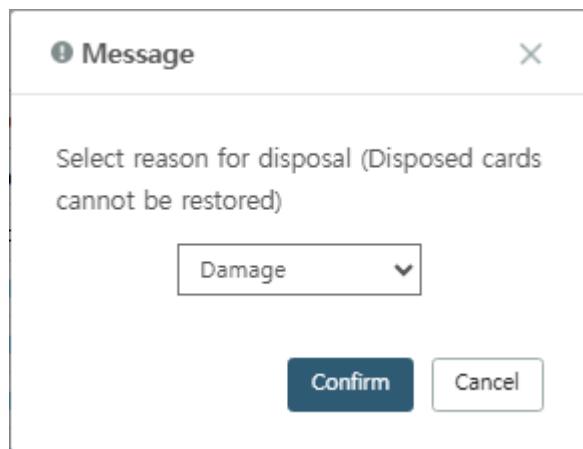


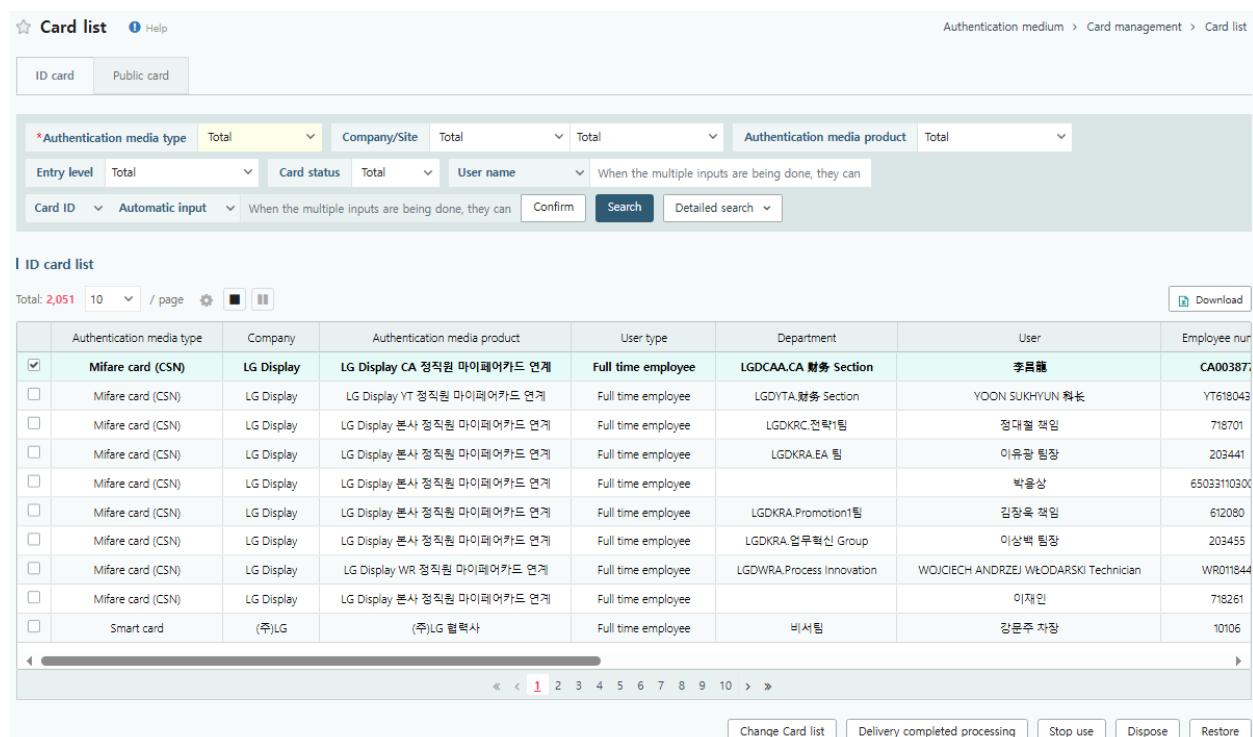
Figure 8-52. Disposal Reason Selection Screen850

- ⑦ Similarly, select one reason for disposal and click the button **Confirm**.

8.4.4 Suspension of card use

► Suspension of ID Card

- ① After clicking the ID card tab, enter it in the search condition input box located at the top of the screen, and click the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions where you can enter more search conditions.
- ③ Click button , select the issued card list from the ID card list, and click the button .



The screenshot shows a card management interface. At the top, there are tabs for 'Card list' and 'Help'. Below the tabs, there are two buttons: 'ID card' and 'Public card'. The main area is titled 'ID card list' and displays a table of issued cards. The table has columns for Authentication media type, Company, Authentication media product, User type, Department, User, and Employee number. A total of 2,051 cards are listed. The first card in the list is selected. At the bottom of the table, there are navigation buttons for 'Change Card list', 'Delivery completed processing', 'Stop use', 'Dispose', and 'Restore'.

Figure 8-53. Card Stop Selection Screen851

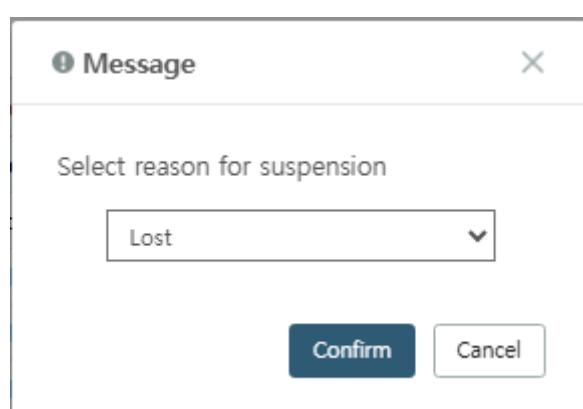


Figure 8-54. Stop Reason Selection Screen852

- ④ Select one reason for suspension and click the button **Confirm**.
- ⑤ Alternatively, if you press the button and select a card list, you can view the card details on the right side.

User	Employee number	
李昌龍	CA003877	01
YOON SUKYUN 韩长	YT618043	02
정대철 책임	718701	02
이유광 팀장	203441	03
박율상	6503311030012	03
김장욱 책임	612080	03
이상백 팀장	203455	07
WOJCIECH ANDRZEJ WŁODARSKI Technician	WR011844	07
이재인	718261	08
강준주 차장	10106	10

I Detail information

Authentication media type	Mifare card (CSN)	Authentication media product	LG Display CA 정직원 마이페어카드 연계
Card ID	0111336926	CSN	0111336926
Photo		User type	Full time employee
		Belong	LG Display LGDCAA.CA 财务 Section
		Name / Appointment	李昌龍
		English name	
		Employee number	CA003877
Card status	Normal		
Application Type	Other company card register	Delivery status	Delivery completed
Site	CA		
Applicant information LG CNS 데이터워킹			
Application date and time	2024-02-23 16:58	Issuance date and time	2016-10-22 05:23
Registered day and time	2024-03-12 10:26	Day and time of revision	2024-03-12 10:26
Data source			

Figure 8-55. ID Card Stop Selection Screen853

- ⑥ After selecting, click the button **Stop use** at the bottom.

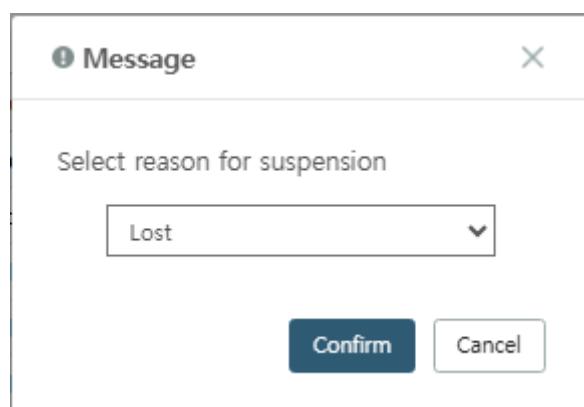
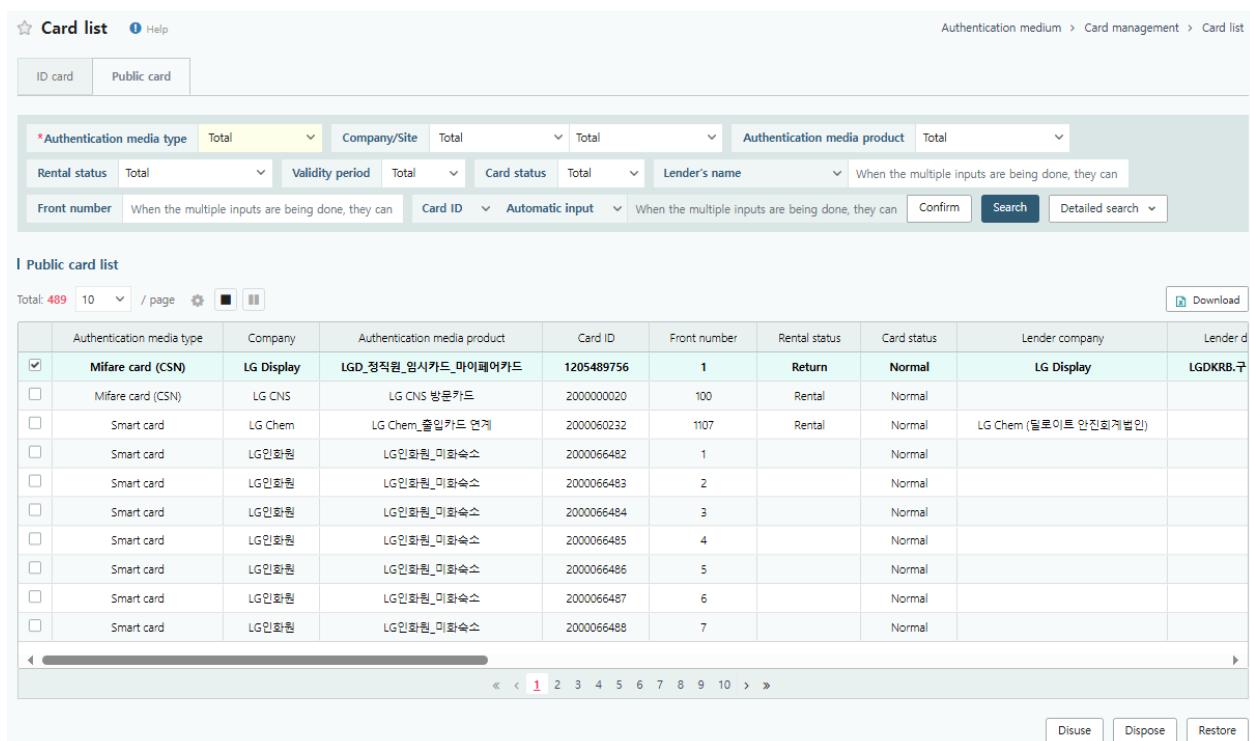


Figure 8-56. Reason for Suspension Selection Screen854

- ⑦ Similarly, select one reason for suspension and click the button **Confirm**.

► Suspension of use of public card

- ① After pressing the Common Card tab, enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions where you can enter more search conditions.
- ③ Click button , select the list of issued cards from the issuance list, and click the **Disuse** button.



The screenshot shows the 'Card list' interface with the 'Public card' tab selected. At the top, there are search filters for 'Authentication media type', 'Company/Site', 'Card status', 'Lender's name', and 'Front number'. Below the filters is a table of issued cards. The table has columns: Authentication media type, Company, Authentication media product, Card ID, Front number, Rental status, Card status, Lender company, and Lender ID. The first row in the table is selected, indicated by a checked checkbox. The 'Front number' column contains values like 1, 100, 1107, etc. The 'Rental status' column shows values like 'Return', 'Rental', 'Normal', etc. The 'Card status' column shows values like 'Normal'. The 'Lender company' column shows values like 'LG Display', 'LG CNS', 'LG Chem', etc. The 'Lender ID' column shows values like 'LGDKRB.구'. At the bottom of the table, there is a navigation bar with page numbers (1-10) and a 'Disuse' button.

Figure 8-57. Selection Screen for Stopping Use of Public Card855

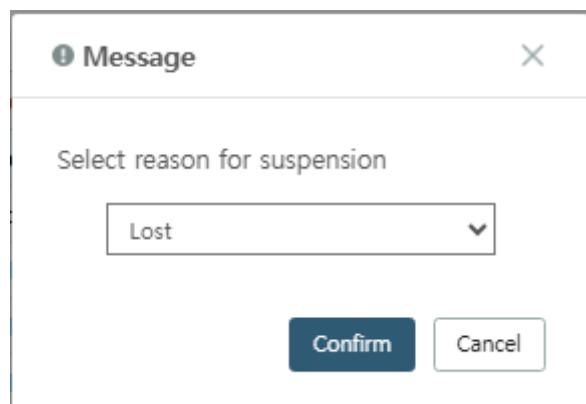


Figure 8-58. Stop Reason Selection Screen856

- ④ Select one reason for suspension and click the button. 
- ⑤ Alternatively, if you press the button and select a card list, you can view the card details on the right side. 

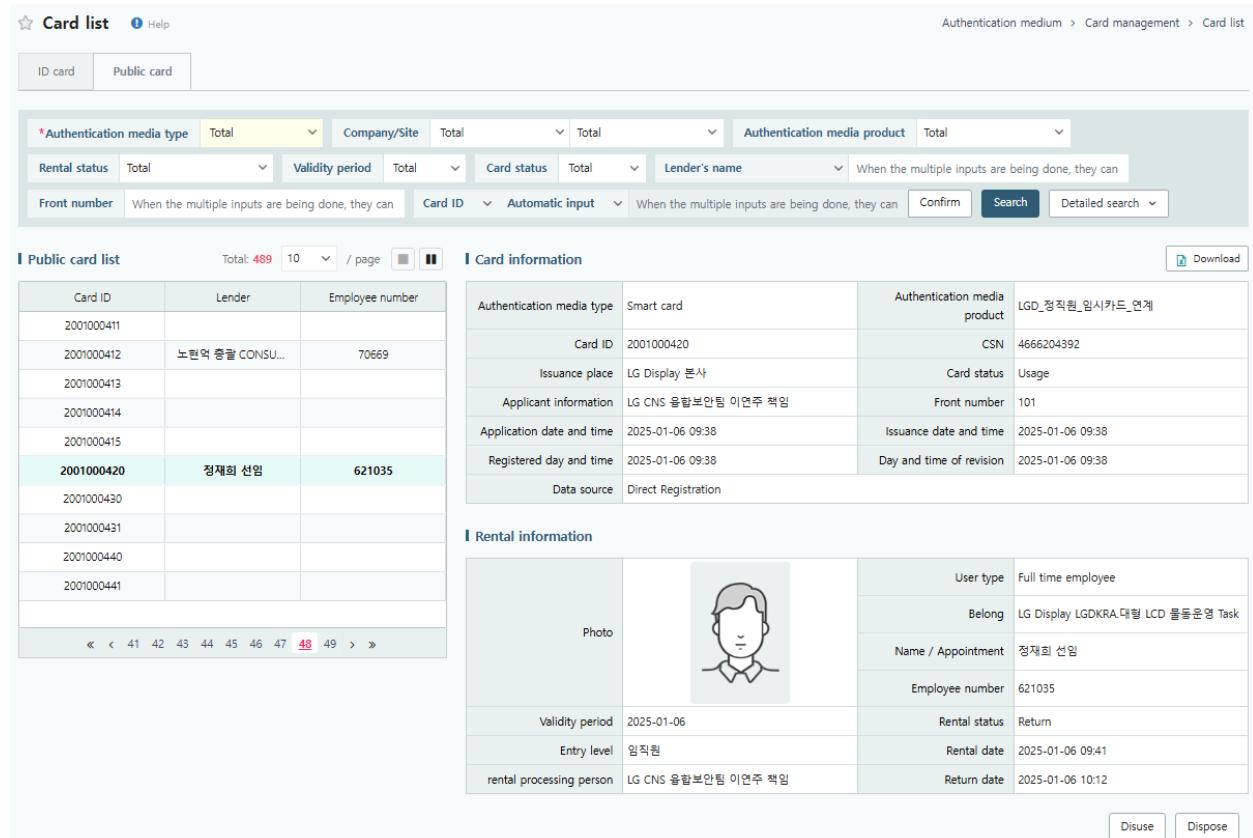


Figure 8-59. Selection Screen for Stopping Use of Public Card857

- ⑥ After selecting, click the button at the bottom 

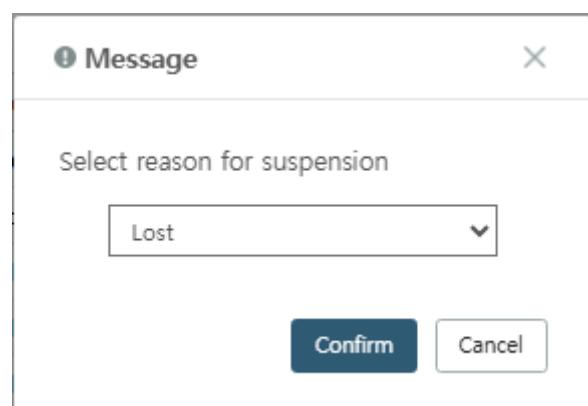
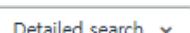


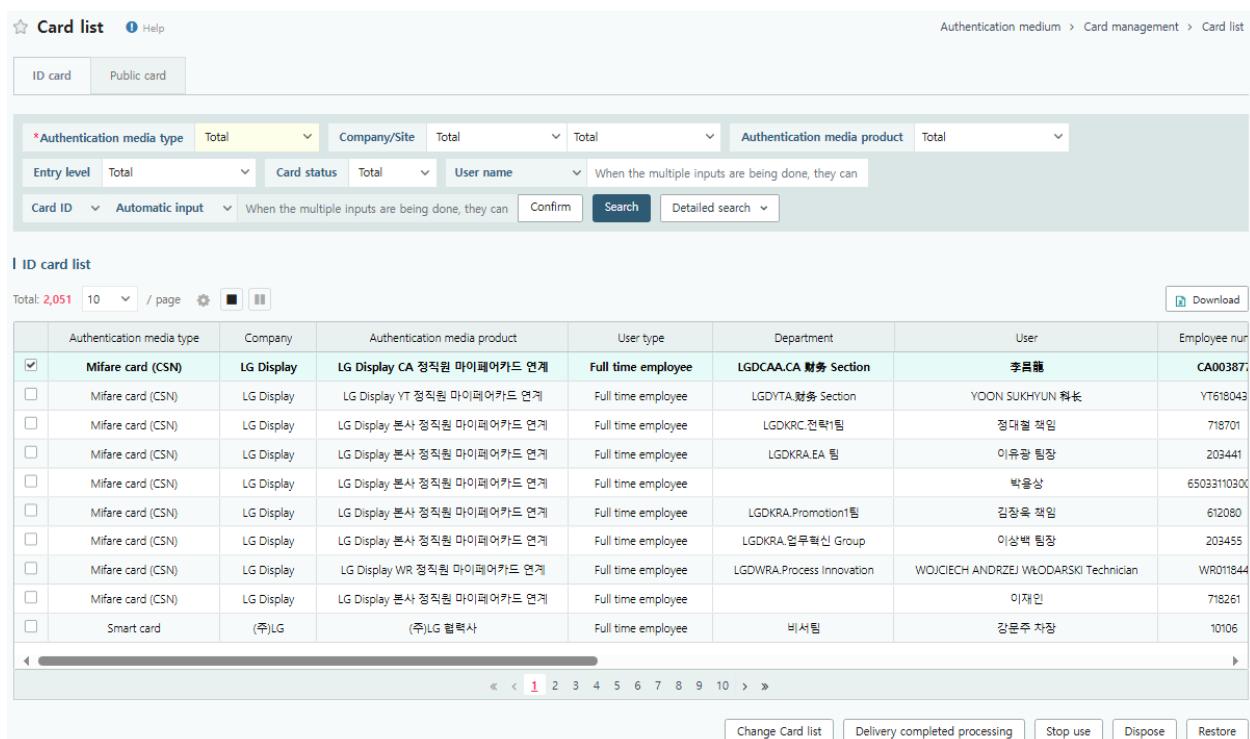
Figure 8-60. Stop Reason Selection Screen858

- ⑦ Similarly, select one reason for suspension and click the button. 

8.4.5 Card Recovery

► ID Card Recovery

- ① After clicking the ID card tab, enter it in the search condition input box located at the top of the screen, and click the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button  located to the right of the search button, you will see the search conditions where you can enter more search conditions.
- ③ Click button , select the list of issued cards from the issuance list, and click the **Restore** button.



The screenshot shows the 'Card list' interface under 'Card management'. The top navigation bar includes 'Authentication medium > Card management > Card list'. The search bar at the top has dropdowns for 'Authentication media type' (Total), 'Company/Site' (Total), 'User name' (Total), and buttons for 'Search' and 'Detailed search'. Below the search bar is a table header with columns: Authentication media type, Company, Authentication media product, User type, Department, User, and Employee number. The table lists 2,051 cards. The first card in the list is selected, showing details: Mifare card (CSN) from LG Display, LG Display CA 정직원 마이페어카드 연계, Full time employee, LGDCAA.CA 财务 Section, 李昌龍, CA003877. Other columns show various department names like LGDYTA, LGDKRC, LGDKRA, and LGDWRA, along with names like YOON SUKHUN, 718701, 203441, etc. At the bottom of the table are navigation arrows and buttons for 'Change Card list', 'Delivery completed processing', 'Stop use', 'Dispose', and 'Restore'.

Figure 8-61. ID Card Recovery Selection Screen859

- ④ Alternatively, if you press the button  and select a card list, you can view the card details on the right side.

The screenshot displays the 'Card list' section of a software application. At the top, there are tabs for 'ID card' and 'Public card'. The main area features a search bar with dropdowns for 'Authentication media type', 'Company/Site', 'User name', and 'Card status'. Below the search bar is a table titled 'ID card list' showing 2,051 entries. The table has columns for 'User', 'Employee number', and 'Card ID'. A specific row is selected, showing details in a 'Detail information' panel on the right. This panel includes fields for 'Authentication media product', 'CSN', 'User type', 'Belong', 'Name / Appointment', 'English name', 'Employee number', 'Card status', 'Disuse date', 'Delivery status', 'Site', 'Applicant information', 'Entry level', 'Application date and time', 'Issuance date and time', 'Registered day and time', 'Day and time of revision', and 'Data source'. At the bottom right of the detail panel are 'Dispose' and 'Restore' buttons.

Figure 8-62. ID Card Recovery Selection Screen860

- ⑤ After selecting, click the button at the bottom.

▶ Public Card Recovery

- ① After pressing the Common Card tab, enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of cards that meet the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions where you can enter more search conditions.
- ③ Click button , select the list of issued cards from the issuance list, and click the button .

Card list Help

Authentication medium > Card management > Card list

ID card Public card

* Authentication media type	Total	Company/Site	Total	Total	Authentication media product	Total	
Rental status	Total	Validity period	Total	Card status	Total	Lender's name	
Front number	When the multiple inputs are being done, they can	Card ID	Automatic input	When the multiple inputs are being done, they can	Confirm	Search	Detailed search

I Public card list

Total: 489 10 / page Download

Authentication media type	Company	Authentication media product	Card ID	Front number	Rental status	Card status	Lender company	Lender department	Lender
<input checked="" type="checkbox"/> Smart card	LG인화원	LG인화원_미화본관	2000066499	2		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_Information	2000066500	1		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_Information	2000066501	2		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_자랑관리실	2000066502	1		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_자랑관리실	2000066503	2		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_자랑관리실	2000066504	3		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_자랑관리실	2000066505	4		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_자랑관리실	2000066506	5		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_IT지원	2000066507	1		Normal			
<input type="checkbox"/> Smart card	LG인화원	LG인화원_IT지원	2000066509	3		Normal			

<< < 1 2 3 4 5 6 7 8 9 10 > >>

Dispose Dispose Restore

Figure 8-63. Public Card Recovery Selection Screen861

- ④ Alternatively, if you press the button and select a card list, you can view the card details on the right side.

Card list Help

Authentication medium > Card management > Card list

ID card Public card

* Authentication media type Total Company/Site Total Total Authentication media product Total

Rental status Total Validity period Total Card status Total Lender's name When the multiple inputs are being done, they can

Front number When the multiple inputs are being done, they can Card ID Automatic input When the multiple inputs are being done, they can Confirm Search Detailed search

Public card list Total: 489 10 / page

Card ID	Lender	Employee number
3255489756		
3258757456		
3258759756	신동민 책임	600647
5428757456	신동민 책임	600647
5468243985	이연주 책임	79113
5885600860	방문자1	
fpttest	Nguyen Bao Long .	A82778
fpttest2	최영수	
stringtri	Nguyen Bao Long .	A82778

« < 41 42 43 44 45 46 47 48 49 > »

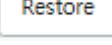
Card information

Authentication media type	Mifare card (CSN)	Authentication media product	LGD_정직원_임시카드_マイペアカード
Card ID	5428757456	CSN	5428757456
Issuance place	LG Display 본사	Card status	Not used
Reason for suspension	Temporary card rental	Disuse date	2024-12-31 12:02
Applicant information	LG CNS 유통보안팀 이연주 책임	Front number	5
Application date and time	2024-12-31 09:56	Issuance date and time	2024-12-31 19:42
Registered day and time	2024-12-31 19:42	Day and time of revision	2024-12-31 12:02
Data source			

Rental information

Photo	User type	Full time employee
	Belong	LG Display LGDKRB.구미 경영지원팀
	Name / Appointment	신동민 책임
	Employee number	600647
Validity period	Rental status	Rental
Entry level	Rental date	2024-12-31 11:12
rental processing person	Return date	

Figure 8-64. Public Card Recovery Selection Screen862

⑤ After selecting, click the button  at the bottom.

8.5 Face ID Management

8.5.1 Basic screen configuration

It provides the ability to register and view face information, transfer it to the device, or dispose of it.

The screenshot shows a web-based application interface for managing face IDs. At the top, there is a navigation bar with links for 'Authentication medium', 'Face ID Management (Senetime)', and 'Face ID list (Senetime)'. Below the navigation is a search bar with various filters: 'Company/Site' set to '(주)CNP Cosmetics', 'User type' set to 'Executives', 'Department name' set to 'When the multiple inputs are being done, they can', 'User name' set to 'When the multiple inputs are being done, they can', 'Photo Registration Method' set to 'Total', 'Registered status' set to 'Normal registration', and a 'Search' button. Below the search bar is a section titled 'Face ID list' with a table header containing columns: Company/Site, Belong, User type, User, Employee number, Photo, Photo Registration Method, Registered status, and Registered day and time. A single row of data is visible in the table, showing: (주)CNP Cosmetics 사용장, LG CNS, Full time employee, 슈프리마_테스트_1001, SUPREMA_TEST_1001, a small user icon, Photo upload, Normal registration, and 2025-06-02. At the bottom right of the table are 'New' and 'Comprehensive registration' buttons. The bottom of the page features a footer with a copyright notice: 'Copyright © 2025 by LG CNS Co., Ltd. All rights reserved.'

Figure 8-65. Face ID Management Basic Screen863

- ① Tap Authentication Media on the top menu tab.
- ② Tap Face ID Management on the left menu.
- ③ The list of face IDs is queried.

8.5.2 Face ID List Inquiry

► Face ID List Inquiry

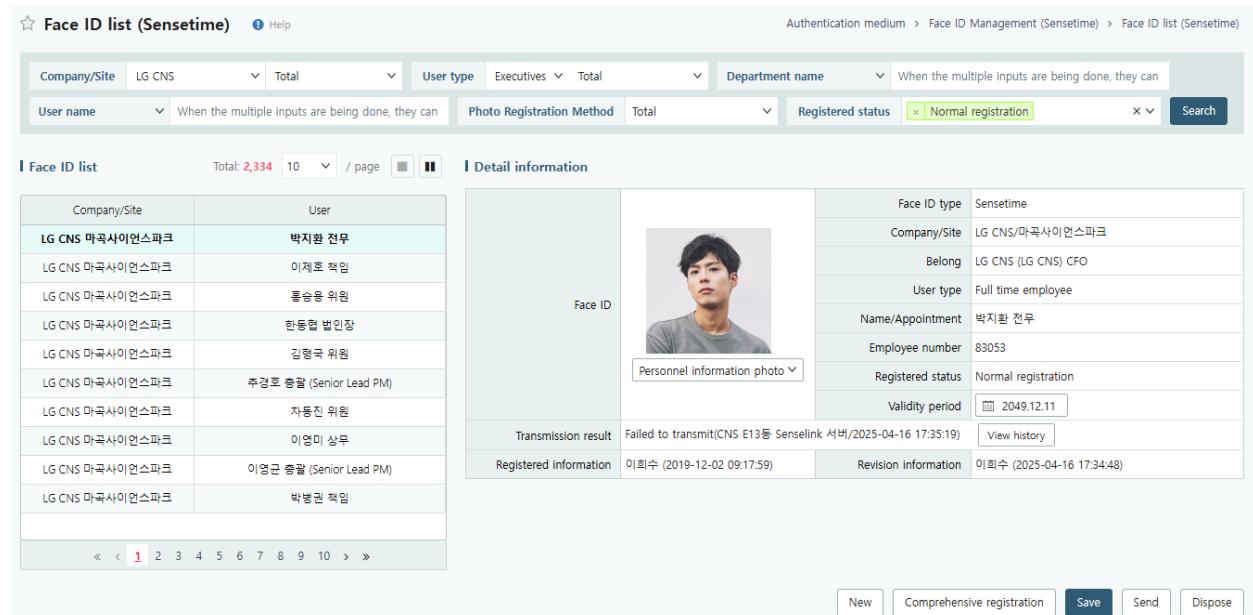
The screenshot shows the 'Face ID list (Senetime)' page. At the top, there are search filters for 'Company/Site' (CNP Cosmetics), 'User type' (Executives), 'Department name', 'User name', 'Photo Registration Method', and 'Registered status' (Normal registration). Below the filters is a table header with columns: Company/Site, Belong, User type, User, Employee number, Photo, Photo Registration ..., Registered status, Registered day and..., and Validity period. A message 'No data was retrieved.' is displayed in the center of the table area. At the bottom right are 'New' and 'Comprehensive registration' buttons.

Figure 8-66. Face ID List Screen864

- ① You can enter the search conditions in the search condition input box located at the top of the screen and click the search button on the right to view the list of face IDs that meet the conditions.

Basic search criteria	Company/Site	- Single selection of companies and business sites
	User Type	- Single selection of all/employees/visitors
	Department Name	- Select and enter the department name/department ID/department designation
		- When selecting a department, you can select multiple specific departments in the pop-up
	Username	- Select username/company number/custom single and enter
		- When selecting a custom, you can select multiple users in the pop-up
	Photo Registration Method	- Multiple selections from Total/Photo upload/Webcam registration/Personnel information photo
	Registration Status	- Multiple choices are possible during normal registration/disposal/expiration date/waiting for registration

- ② If you press the button  and select a list of face ID, you can view the details of face ID on the right.



The screenshot shows a web-based application for managing Face ID lists. At the top, there are several dropdown filters: Company/Site (LG CNS), User type (Executives), Department name (Sensetime), and Registered status (Normal registration). Below these, a search bar contains the text "When the multiple inputs are being done, they can". The main area is divided into two sections: "Face ID list" on the left and "Detail information" on the right. The "Face ID list" section displays a table with 2,334 entries, showing columns for Company/Site and User. One row is highlighted in green, corresponding to the user whose details are shown in the "Detail information" section. This section includes a thumbnail image of a man, a "Personnel information photo" link, and a detailed table with the following data:

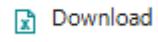
Face ID type	Sensetime
Company/Site	LG CNS/마곡사이언스파크
Belong	LG CNS (LG CNS) CFO
User type	Full time employee
Name/Appointment	박지원 전무
Employee number	83053
Registered status	Normal registration
Validity period	2049.12.11
Transmission result	Failed to transmit(CNS E13를 Senselink 서버/2025-04-16 17:35:19)
Registered information	이회수 (2019-12-02 09:17:59)
Revision information	이회수 (2025-04-16 17:34:48)

At the bottom of the "Detail information" section are buttons for New, Comprehensive registration, Save, Send, and Dispose.

Figure 8-67. Face ID Detailed Information Inquiry865

- ③ If there is a result searched in the face ID list, you can download the result as an Excel file.

► Excel Download

- ① Tap the button  at the top right of the Face ID list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.5.3 New Face ID Registration

The following describes how to register a new Face ID.

This screenshot shows the 'Face ID list (Senetime)' screen. At the top, there are filters for 'Company/Site' (LG CNS), 'User type' (Executives), 'Department name' (When the multiple inputs are being done, they can), and 'Registered status' (Normal registration). The main area displays a table with 2,334 entries across 10 pages. Each row contains information such as the company site, department, user type, name, employee number, photo thumbnail, registration method, and status. A 'Download' button is located at the top right of the table area.

Figure 8-68. Face ID List Screen866

- ① Click the button **New** at the bottom right of the Face ID list screen.

This screenshot shows the 'Face ID registration (Senetime)' screen. It includes sections for 'Basic Information' (User search, User, User type, User status) and 'Face ID' (Face ID type, Company/Site, Face ID image, Photo upload, Validity period). The Face ID image shows a placeholder of a person's head. A note at the bottom of the Face ID section says 'Please upload a picture with a 4:3 aspect ratio.' Buttons for 'Save' and 'Cancel' are at the bottom right.

Figure 8-69. Face ID Registration Screen867

- ② Enter the information of the user you want to register for Face ID, and then press Enter.

- If the user's information exists, the user, user type, and user status grid are populated.
- If your information doesn't exist, you'll see a "No data found" pop-up.

The screenshot shows the 'Face ID registration (Senstetime)' interface. At the top, there are dropdown menus for 'User search' (set to 'Employees of the company'), 'Total' (set to 'Name'), and 'User status'. Below this is a section for 'Face ID' where 'Face ID type' is set to 'Senstetime' and 'Company/Site' is '(주)CNP Cosmetics'. A placeholder image of a person's head is displayed, with a 'Photo upload' button below it. A note says 'Please upload a picture with a 4:3 aspect ratio.' At the bottom, a date field shows '2026.05.30' and buttons for 'Save' and 'Cancel'.

Figure 8-70. Face ID Registration Screen - Basic Information Search868

- ③ Enter your company/business information.
- ④ Choose how you want to upload your face ID. There are four ways to upload your Face ID.
- ⑤ Upload photo: Upload the photo file directly. You can upload a photo from your PC by clicking the button that appears when you select the photo upload item.

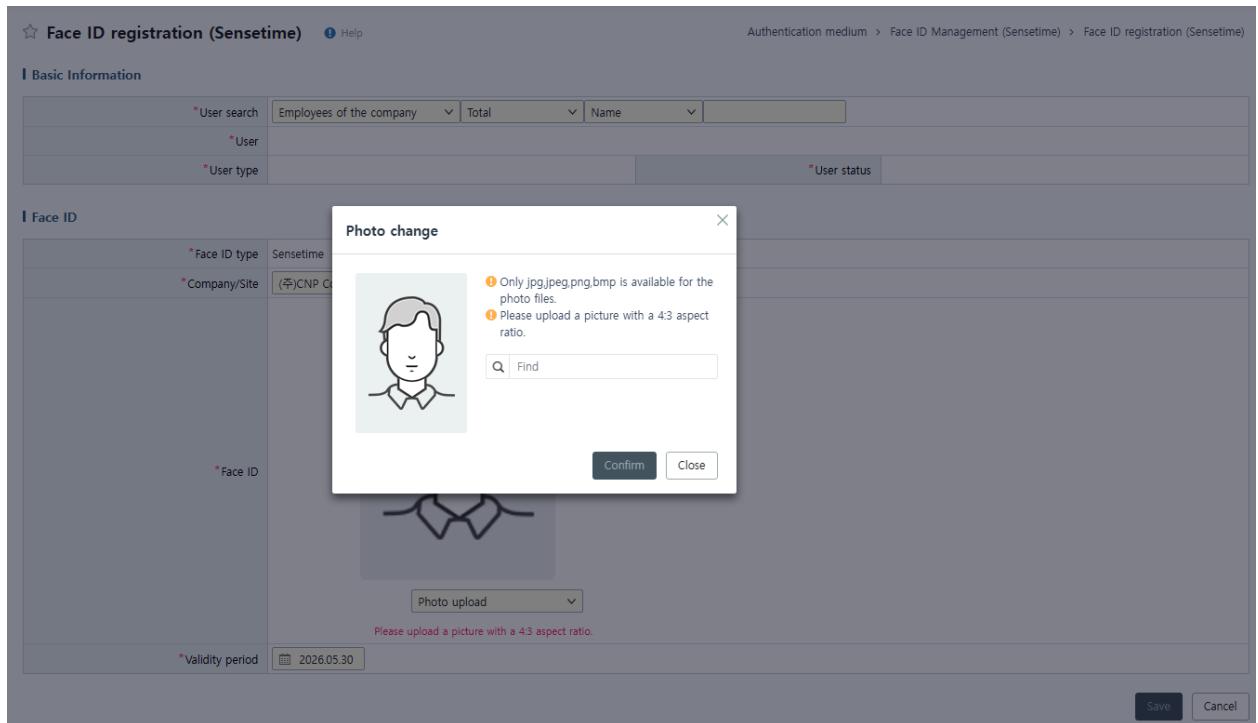


Figure 8-71. Photo upload screen8-69

- ⑥ Webcam Registration: Connect to the webcam connected to your PC and upload photos directly. Click the button in the upper right corner to display the webcam screen in real time, and then click the camera button to take a photo.

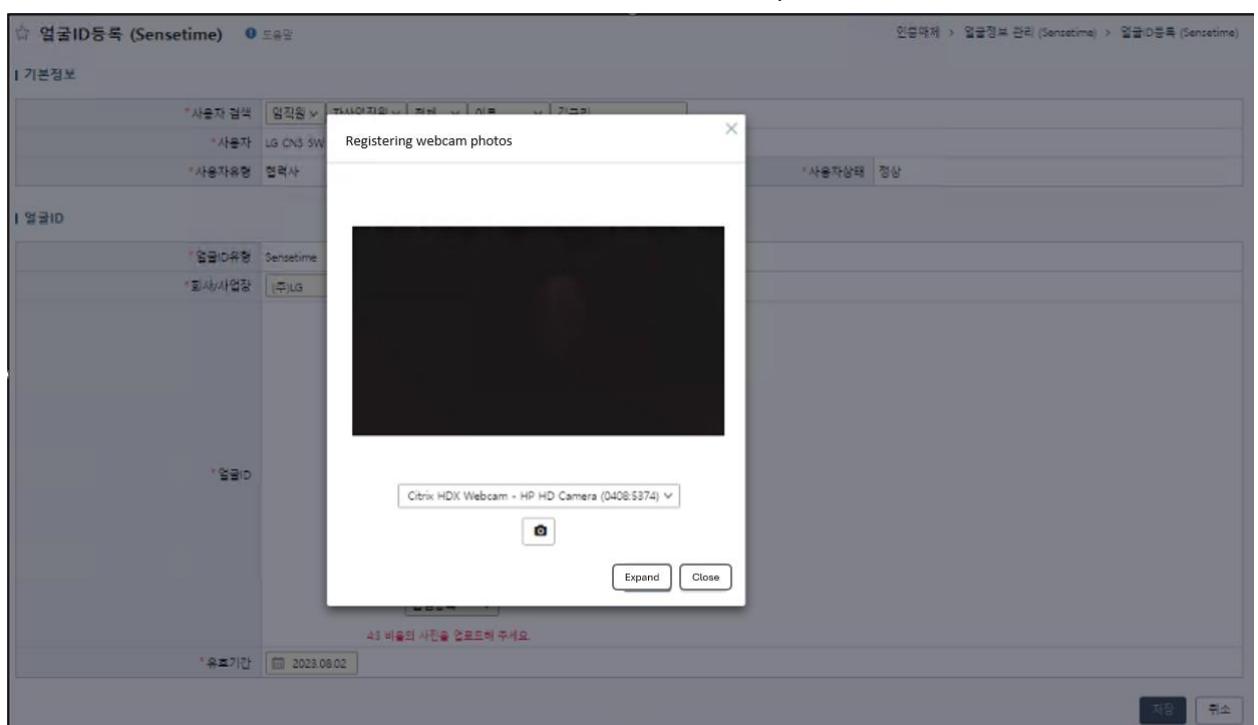


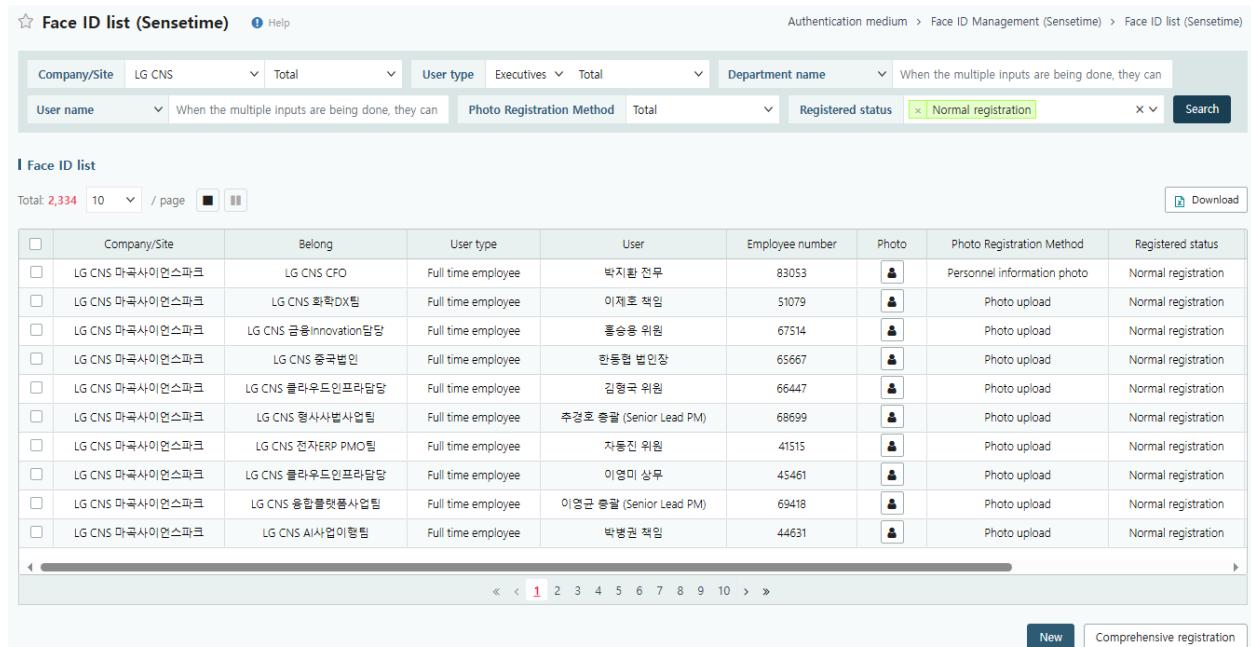
Figure 8-72. Webcam Photo Registration Screen870

- ⑦ Personnel Information Photo: Import the photo registered in the personnel information.
- ⑧ Enter the expiration date and click the button  to register your face ID information.

8.5.4 Face ID Bulk Registration

You can register multiple face ID in bulk.

The bulk registration method for Face ID is as follows.



The screenshot shows a web-based application interface for managing Face ID registrations. At the top, there are navigation links: 'Authentication medium' > 'Face ID Management (Senesetime)' > 'Face ID list (Senesetime)'. Below the header is a search bar with filters for 'Company/Site' (LG CNS), 'User type' (Executives), 'Department name', 'When the multiple inputs are being done, they can', 'User name', 'Photo Registration Method', 'Total', 'Registered status', and a 'Normal registration' checkbox. The main area is titled 'Face ID list' and displays a table with 10 entries. The columns are: Company/Site, Belong, User type, User, Employee number, Photo, Photo Registration Method, and Registered status. The data includes various employees from LG CNS, such as 'LG CNS 마곡사이언스파크' and 'LG CNS 화학DX팀', with details like 'Full time employee', '박지환 전무', etc. At the bottom right of the table are buttons for 'New' and 'Comprehensive registration'.

Figure 8-73. Face ID List Screen871

- ① Click the button  at the bottom right of the Face ID list screen.

☆ Face ID registration en bloc (Sensetime) ⚡ Help

Authentication medium > Face ID Management (Sensetime) > Face ID registration en bloc (Sensetime)

I Basic Information

*Company/Site	LG CNS	마곡사이언스파크	*Face ID type	Sensetime
*Photo registration	Photo upload		*User type	Employees of the company Full time employee

I New list

	Confirmation de...	*Company	*User name	Employee number	Mobile number	*Validity period	Photo file name
<input type="checkbox"/>		LG CNS	슈프리마_중복_사용자_100	SUPREMA_DUP_100		2026-05-30	
<input type="checkbox"/>		LG CNS	슈프리마_테스트_100	SUPREMA_TEST_100		2026-05-30	

Total: 2

[Comprehensive upload] [Add row] [Delete row] [Initialization] [Error review] [Download]

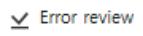
[Save all] [Save selection] [List]

Figure 8-74 Face ID registration screen872

- ② Enter the company/site, photo registration method, and user type, and click the button



- ③ Enter the required and optional input conditions, and then click the button



- ④ Click the button to register additional departments.



- ⑤ If you want to delete a row, select the row and click the button



- ⑥ If you want to delete all the information you typed, click the button



I Basic Information

*Company/Site	LG CNS	마곡사이언스파크	*Face ID type	Sensetime
*Photo registration	Photo upload		*User type	Employees of the company Full time employee

I New list

	Confirmation de...	*Company	*User name	Employee number	Mobile number	*Validity period	Photo file name
<input type="checkbox"/>	✓	Verification com...	LG CNS	슈프리마_중복_사용자_100	SUPREMA_DUP_100	2026-05-30	
<input type="checkbox"/>	✓	Verification com...	LG CNS	슈프리마_테스트_100	SUPREMA_TEST_100	2026-05-30	

Total: 2

[Comprehensive upload] [Add row] [Delete row] [Initialization] [Error review] [Download]

Review Face ID Registration Error

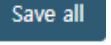
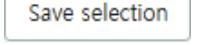
- Enter information in the username text box to search in the user list

- ⑦ When you enter a user, the company number, mobile phone number, and expiration date are filled in the grid.

- ⑧ When you click the button  , the list of face IDs to register will be downloaded in Excel.

A	B	C	D	E	F	G	H
1 Confirmation details	Company	User name	Employee number	Mobile number	Validity period	Photo file name	
2 Verification completed	LG CNS	슈프리마_중복_사용자_100	SUPREMA_DUP_100		5/30/2026		
3 Verification completed	LG CNS	슈프리마_테스트_100	SUPREMA_TEST_100		5/30/2026		
4							

Download the list of face IDs to register

- ⑨ After reviewing the errors, click the button  or  when the verification is complete. ✓
- ⑩ When the photo batch registration pop-up appears, select the photo file name and click the button  .
- Identify which user's face ID is through the photo file name.
 - You need to register the photo file name of your PC according to the selected photo file name. (ex. In case of company number - 1212.png, 1313.png / mobile phone number - 010-1234-5678.png)

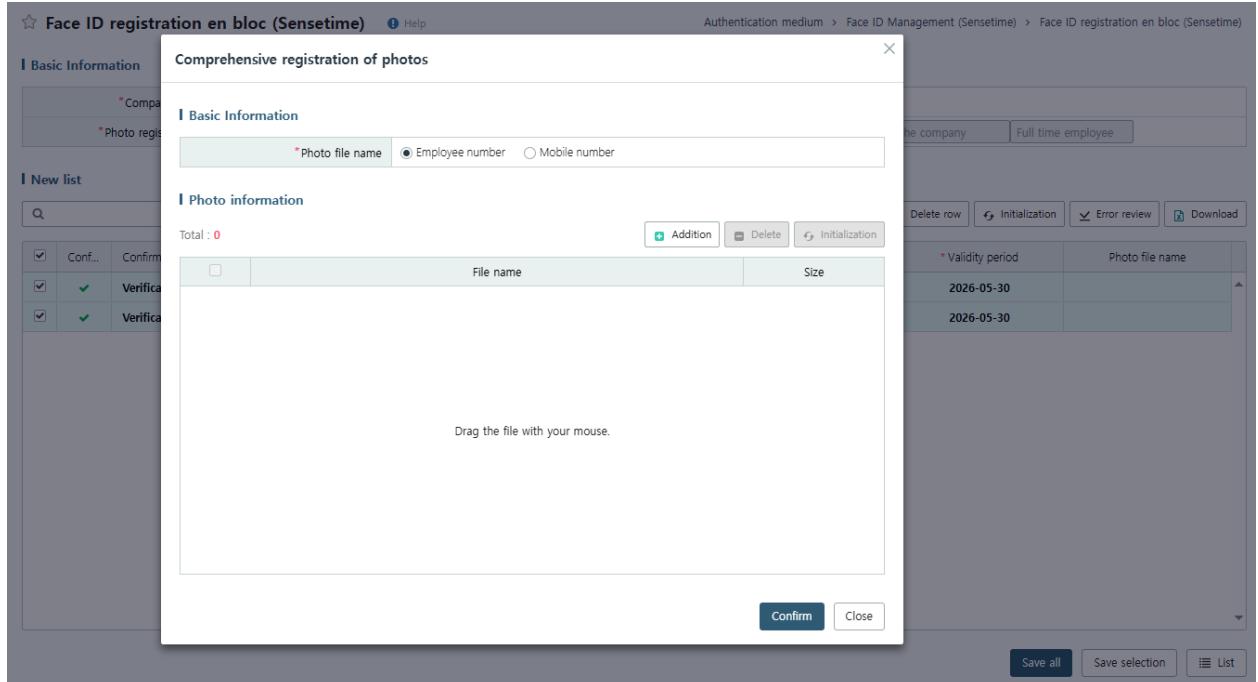


Figure 8-75. Bulk registration pop-up8-73

- ⑪ When you add a file, the file name and size are displayed in a grid. Click the button  to complete the registration form.

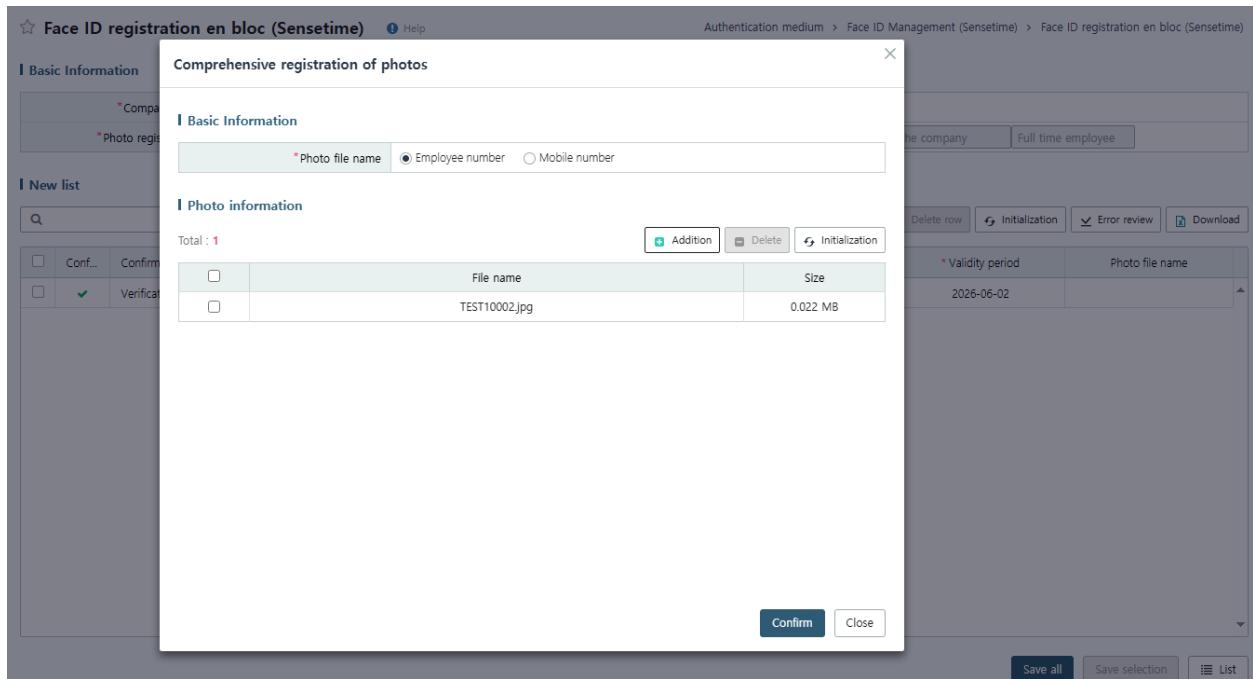


Figure 8-76 Photo Bulk Registration Pop-up8-74

- ⑫ If an error occurs, the reason is specified in the confirmation detail field.
 - ⑬ The saved data is marked as saved .

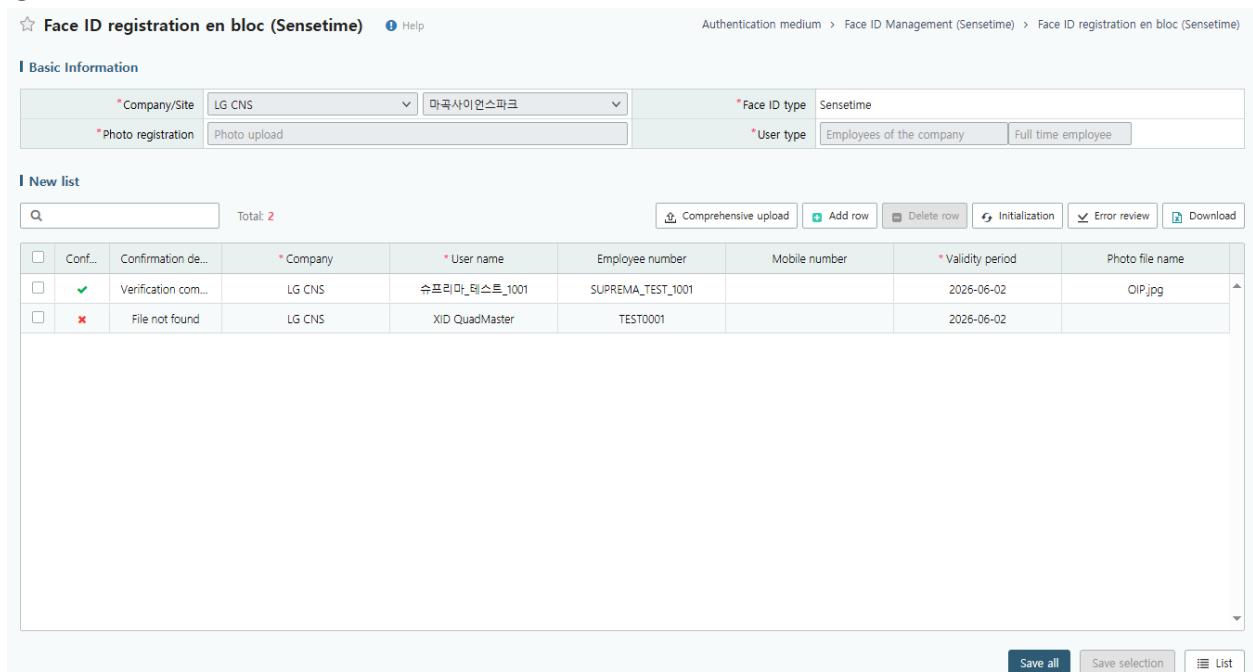


Figure 8-77. Face ID registration completed

► Bulk upload of face ID

You can upload your face ID in bulk as an Excel file. Here's how to upload it:

The screenshot shows the 'Face ID registration en bloc (Sensetime)' page. At the top, there are dropdown menus for 'Company/Site' (LG CNS, 마곡사이언스파크), 'Face ID type' (Sensetime), and 'User type' (Employees of the company, Full time employee). Below this is a table titled 'New list' with columns: Conf..., Confirmation de..., * Company, * User name, Employee number, Mobile number, * Validity period, Photo file name. A search bar and a comprehensive upload button are also present.

Figure 8-78. Face ID registration screen

① On the Face ID registration screen, select the company/site, photo registration method, and user type.

② Click button

③ Click the Upload File button in the pop-up to download the Excel form.

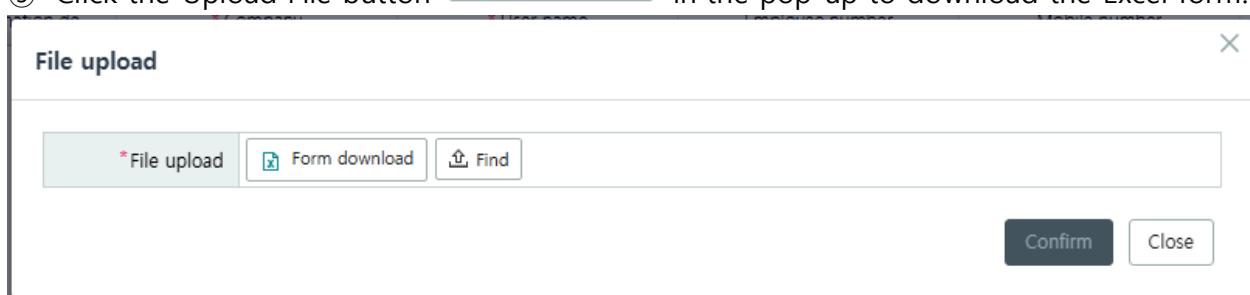


Figure 8-79. File Upload Popup

④ Fill in the face ID information to register according to the form and save it.

A	B	C	D	E	F	G	H	I	J
*Company	*User name	Employee	Mobile number	*Validity period	Employee	Mobile number	*Validity period	Photo file name	
LG CNS	John Doe	100012	010-3456-7890	2025-06-02				example.jpg	

Figure 8-80 878Fill out the form

- ⑤ Click the Upload File button in the pop-up to upload that file and click the button .

The screenshot shows the 'Face ID registration en bloc (Sensetime)' page. At the top, there are dropdown menus for 'Company/Site' (LG CNS) and 'Face ID type' (Sensetime). Below that is a 'Photo registration' section with a 'Photo upload' button. The main area is titled 'New list' and contains a table with one row of data. The columns are: Confirmation date (empty), Company (LG CNS), User name (John Doe), Employee number (100012), Mobile number (010-3456-7890), Validity period (2025-06-02), and Photo file name (example.jpg). At the bottom right of the table are buttons for 'Save all', 'Save selection', and 'List'.

Confirmation date	Company	User name	Employee number	Mobile number	Validity period	Photo file name
	LG CNS	John Doe	100012	010-3456-7890	2025-06-02	example.jpg

Figure 8-81. Upload Face ID Excel879

- ⑥ When the face ID information entered in Excel is reflected in the list, click the button to review the error.
- ⑦ When you're done, click the button or . When the photo batch registration pop-up appears, add the file with the photo file name as the number or mobile phone number, and press the button to complete the bulk registration of face ID.

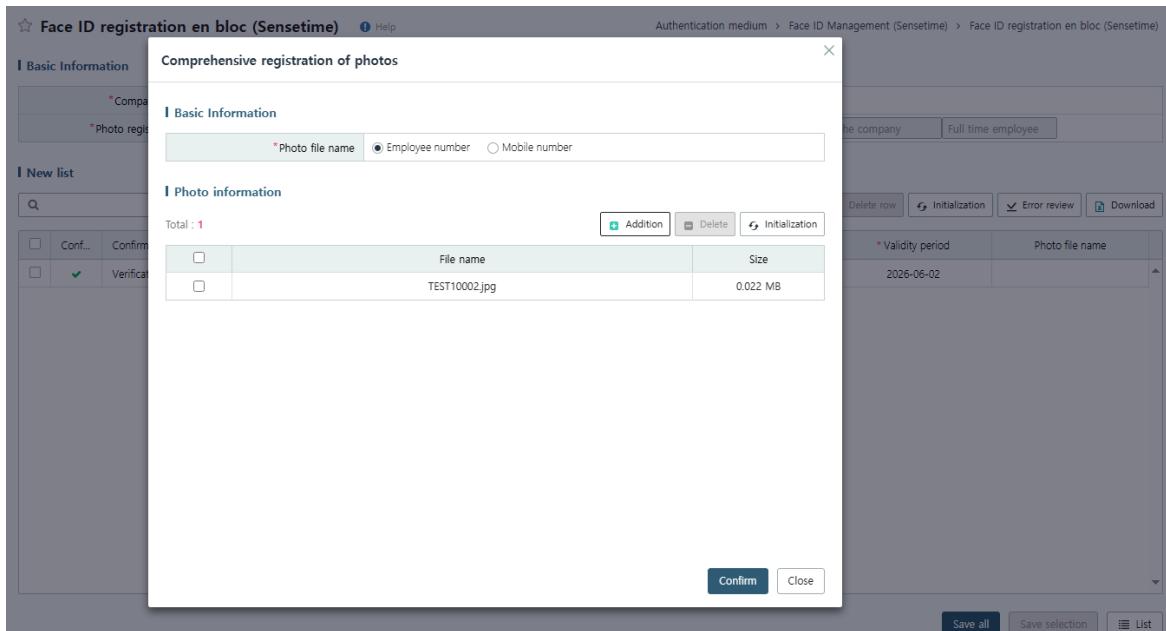


Figure 8-82. Photo Batch Registration Confirmation Screen8

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8.5.5 Edit Face ID Information

Face ID information can be edited on the details view screen. The following describes how to edit your face ID information.

Face ID type	Sensetime
Company/Site	LG CNS/마곡사이언스파크
Belong	LG CNS (LG CNS) CFO
User type	Full time employee
Name/Appointment	박지환 전무
Employee number	83053
Registered status	Normal registration
Validity period	2049.12.11

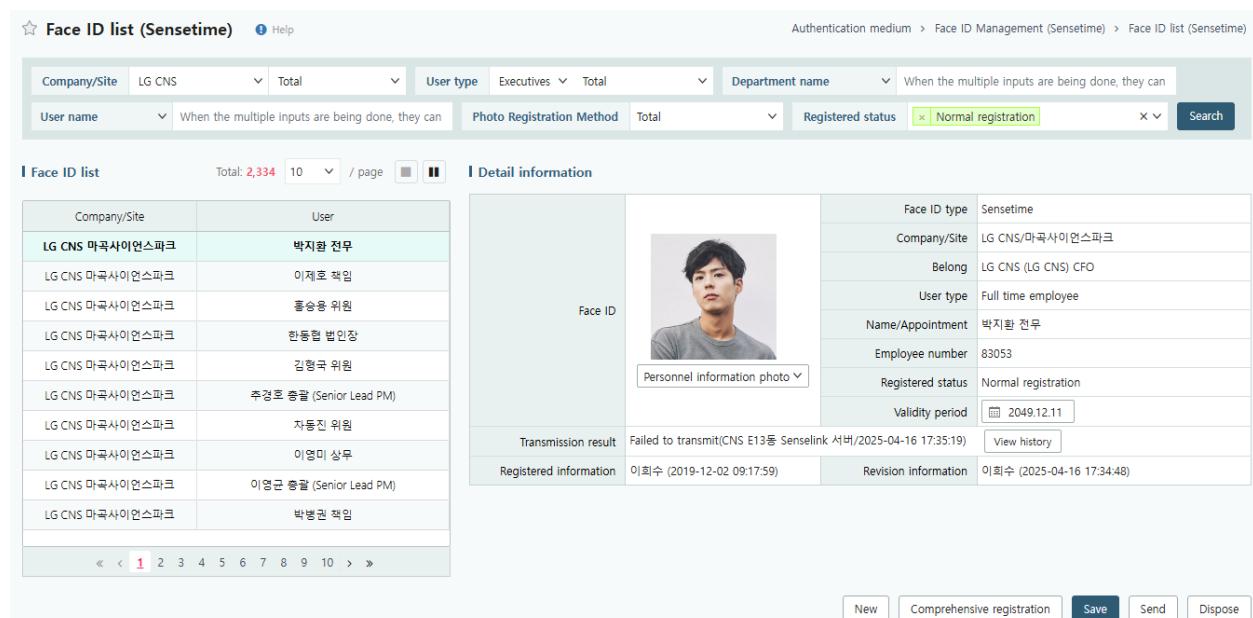
Figure 8-83. Face ID Detailed Inquiry Screen881

- ① On the Face ID list screen, search in the list + detailed layout.

- ② Click on the specific face ID you want to edit.
- ③ You can see that the details are viewed on the right side, and the items that can be edited are opened.
 - Validity period and face ID items can be edited
- ⑧ After filling in the corrections, click the button  to complete the edits.
- ⑨ In the case of modification, you can select the registration method and click the button  to register.

8.5.6 Sending Face ID Information

The method of sending face information to the terminal in real time is as follows.



The screenshot shows the 'Face ID list (Sensetime)' interface. On the left, there is a table titled 'Face ID list' displaying a list of users with their company/site, name, and role. On the right, there is a detailed view of a selected user's information. The detailed view includes fields for Face ID type (Sensetime), Company/Site (LG CNS/마곡사이언스파크), Belong (LG CNS (LG CNS) CFO), User type (Full time employee), Name/Appointment (박지환 전무), Employee number (83053), Registered status (Normal registration), and Validity period (2049.12.11). It also shows the transmission result (Failed to transmit(CNS E13동 Senselink 서버/2025-04-16 17:35:19)) and registered/revision information.

Company/Site	User
LG CNS 마곡사이언스파크	박지환 전무
LG CNS 마곡사이언스파크	이재호 책임
LG CNS 마곡사이언스파크	홍승중 위원
LG CNS 마곡사이언스파크	한동협 법인장
LG CNS 마곡사이언스파크	김형국 위원
LG CNS 마곡사이언스파크	추경로 총괄 (Senior Lead PM)
LG CNS 마곡사이언스파크	자동진 위원
LG CNS 마곡사이언스파크	이영미 상무
LG CNS 마곡사이언스파크	이영근 총괄 (Senior Lead PM)
LG CNS 마곡사이언스파크	박병권 책임

Detail information	
Face ID	 Personnel information photo
Face ID type	Sensetime
Company/Site	LG CNS/마곡사이언스파크
Belong	LG CNS (LG CNS) CFO
User type	Full time employee
Name/Appointment	박지환 전무
Employee number	83053
Registered status	Normal registration
Validity period	2049.12.11
Transmission result	Failed to transmit(CNS E13동 Senselink 서버/2025-04-16 17:35:19)
Registered information	이회수 (2019-12-02 09:17:59)
Revision information	이회수 (2025-04-16 17:34:48)

Figure 8-84. Sending Face ID882

- ① Click the row of face IDs to send and the details will be displayed on the right side.
- ② Click button .
- Face ID information is sent to the connected device

8.5.7 Disposal of Face ID Information

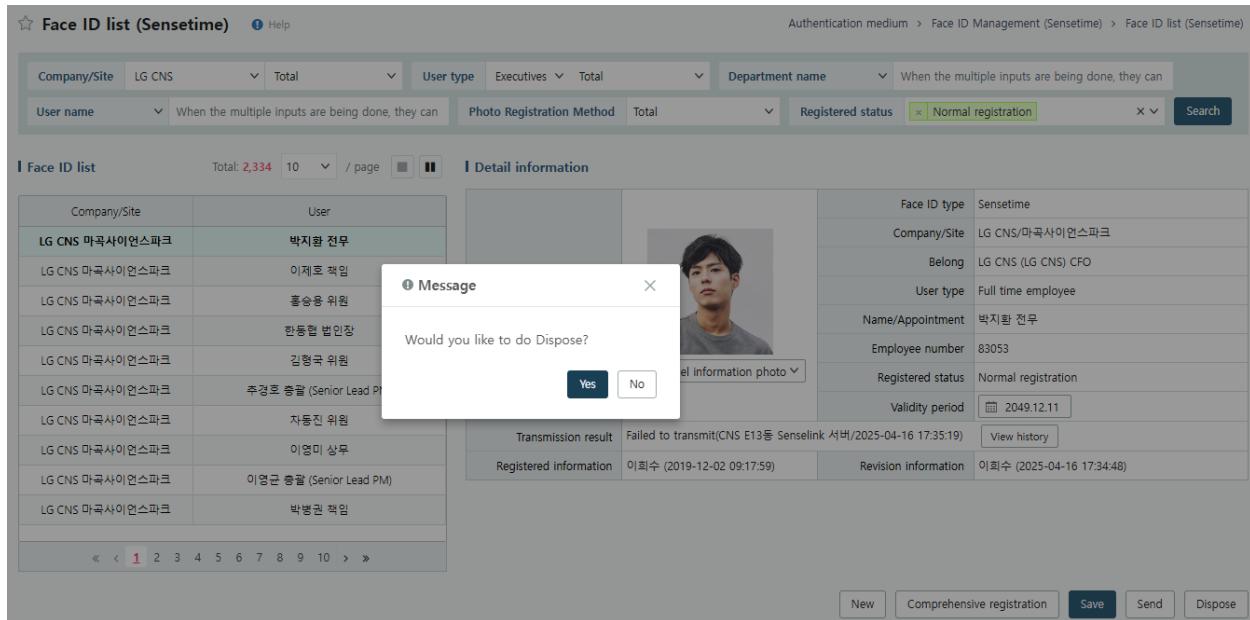


Figure 8-85. Discarding Face ID Information8-83

- ① Click the row of face ID to be discarded to display the details on the right.
- ② Click button
- ③ If you see the 'Delete it?' pop-up, click 'Yes'.
 - Deletion is complete.

8.6 Fingerprint Information Management

8.6.1 Basic screen configuration

It provides the ability to register and view fingerprint information, transmit it to the device, or discard it.

The screenshot shows the 'Finger Info List' screen. At the top, there are dropdown menus for 'Company/Site' (LG CNS), 'User type' (Total), and 'Department name'. Below these are search fields for 'Name' and 'Registered status' (Total). A 'Search' button and a star icon are also present. The main area displays a table with columns: Company/Site, User type, Belong, User, Employee number, Registered status, Registered day and time, and Validity period. The table contains three rows of data. At the bottom right of the table is a 'New' button.

Company/Site	User type	Belong	User	Employee number	Registered status	Registered day and time	Validity period
LG CNS/마곡사이언스파...	Full time employee	LG CNS 보안플랫폼팀	이동근 선임	84435	Disposal	2023-03-23	2022-03-23
LG CNS/마곡사이언스파...	Full time employee	LG CNS 융합보안팀	박정수 책임	77397	Disposal	2024-06-25	2025-06-25
LG CNS/마곡사이언스파...	Full time employee	LG CNS 융합보안팀	이영호 책임	76071	Normal registration	2024-06-25	2025-06-25

Figure 8-86. Fingerprint Information Management Basic Screen884

- ① Tap Authentication Media on the top menu tab.
- ② Tap Fingerprint Management (Union) on the left menu.
- ③ A list of fingerprints is queried.

8.6.2 Fingerprint List Inquiry

► Fingerprint List Lookup

The screenshot shows the 'Finger Info List' page. At the top, there are search filters for 'Company/Site' (set to 'LG CNS'), 'User type' (set to 'Total'), 'Department name' (set to 'When the multiple inputs are being done, they can'), 'Name' (set to 'When the multiple inputs are being done, they can'), and 'Registered status' (set to 'Total'). Below the filters is a search bar with a 'Search' button and a star icon. The main area displays a table titled 'Finger Info List' with columns: Company/Site, User type, Belong, User, Employee number, Registered status, Registered day and time, and Validity period. Three rows of data are shown:

Company/Site	User type	Belong	User	Employee number	Registered status	Registered day and time	Validity period
LG CNS/마곡사이언스파크	Full time employee	LG CNS 보안플랫폼팀	이동근 선임	84435	Disposal	2023-03-23	2022-03-23
LG CNS/마곡사이언스파...	Full time employee	LG CNS 융합보안팀	박정수 책임	77397	Disposal	2024-06-25	2025-06-25
LG CNS/마곡사이언스파...	Full time employee	LG CNS 융합보안팀	이영호 책임	76071	Normal registration	2024-06-25	2025-06-25

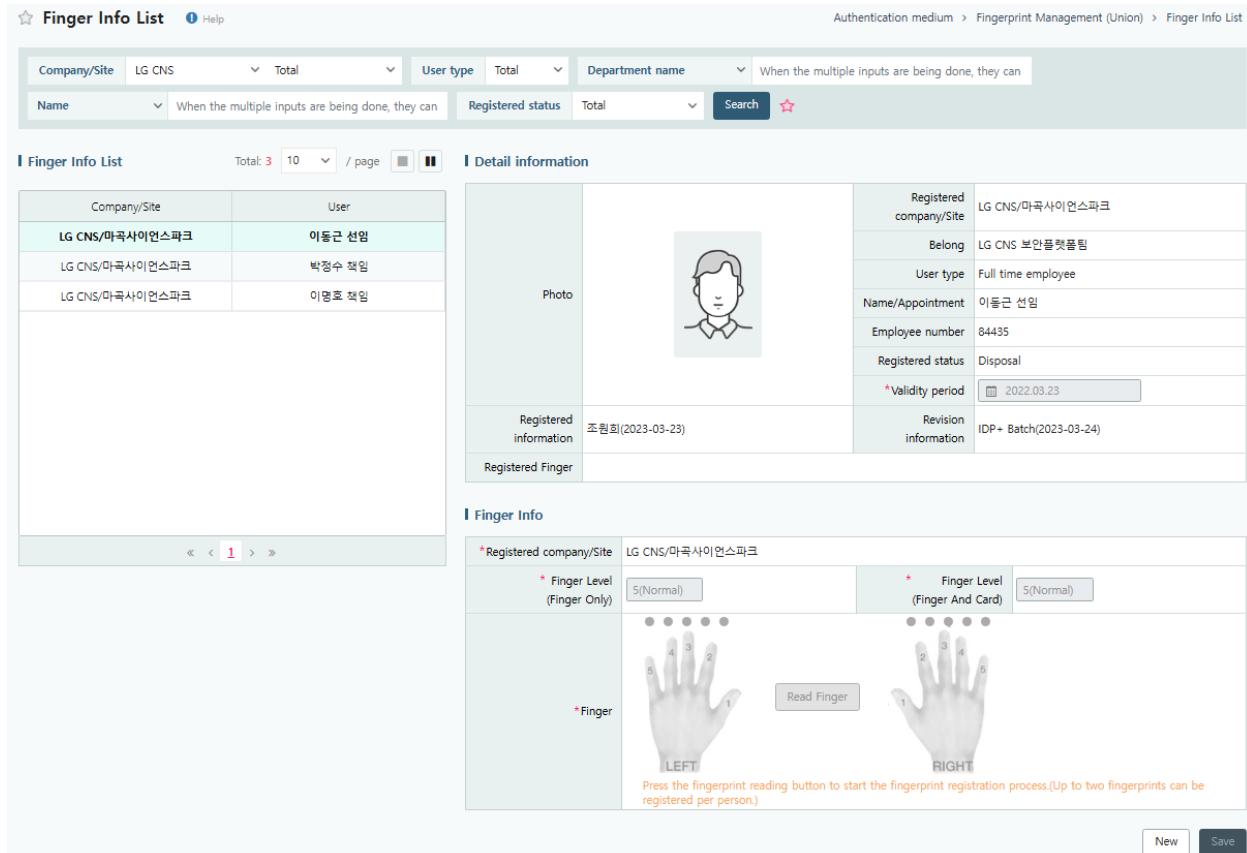
At the bottom right of the table, there is a 'New' button.

Figure 8-87. Fingerprint List Screen8-85

- ① You can enter the search conditions in the search condition input box located at the top of the screen and click the search button on the right to view the list of fingerprints that meet the conditions.

Basic search criteria	Company/Site	- Single selection of companies and business sites
	User Type	- Single selection of all/employees/visitors
	Department Name	- Select and enter department name/department designation
		- When selecting a department, you can select multiple specific departments in the pop-up
	Name	- Name/Company number/Custom Single selection and input
		- When selecting a custom, you can select multiple users in the pop-up
	Registration Status	- Single selection between all/normal registration/disposal/expiration date/pending registration

- ② If you press the button  and select a fingerprint list, you can view the user details and fingerprint details on the right side.



The screenshot shows a web-based application for managing fingerprints. At the top, there are search filters for Company/Site (LG CNS), User type (Total), Department name (When the multiple inputs are being done, they can), Registered status (Total), and a search bar. Below this is a table titled 'Finger Info List' showing three users:

Company/Site	User
LG CNS/마곡사이언스파크	이동근 선임
LG CNS/마곡사이언스파크	박정수 책임
LG CNS/마곡사이언스파크	이영호 책임

To the right of the table is a 'Detail information' section containing a photo of a person, registered company/site (LG CNS/마곡사이언스파크), belong (LG CNS 보안플랫폼), user type (Full time employee), name/appointment (이동근 선임), employee number (84435), registered status (Disposal), validity period (2022.03.23), registered information (조원희(2023-03-23)), revision information (IDP+ Batch(2023-03-24)), and registered finger (None).

Below this is a 'Finger Info' section with two hands labeled 'LEFT' and 'RIGHT'. It shows finger levels: '5(Normal)' for both hands. A 'Read Finger' button is located between the hands. A note below the hands says: 'Press the fingerprint reading button to start the fingerprint registration process.(Up to two fingerprints can be registered per person.)'

At the bottom right are 'New' and 'Save' buttons.

Figure 8-88. Fingerprint Details Inquiry886

- ③ If there is a result in the fingerprint list, you can download the result as an Excel file.

► Excel Download

- ① Tap the button  at the top right of the fingerprint list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.6.3 New fingerprint registration

The following describes how to register a new fingerprint.

The screenshot shows a web-based application interface titled "Finger Info List". At the top, there are dropdown menus for "Company/Site" (set to "LG CNS"), "User type" (set to "Total"), and "Department name" (set to "When the multiple inputs are being done, they can"). Below these are search fields for "Name" and "Registered status" (set to "Total"), with a "Search" button and a star icon. The main area displays a table with columns: Company/Site, User type, Belong, User, Employee number, Registered status, Registered day and time, and Validity period. The table contains three rows of data. At the bottom right of the table is a "New" button.

Company/Site	User type	Belong	User	Employee number	Registered status	Registered day and time	Validity period
LG CNS/마곡사이언스파...	Full time employee	LG CNS 보안플랫폼팀	이동근 선임	84435	Disposal	2023-03-23	2022-03-23
LG CNS/마곡사이언스파...	Full time employee	LG CNS 융합보안팀	박정수 책임	77397	Disposal	2024-06-25	2025-06-25
LG CNS/마곡사이언스파...	Full time employee	LG CNS 융합보안팀	이영호 책임	76071	Normal registration	2024-06-25	2025-06-25

Figure 8-89. Fingerprint List Screen887

- ① On the fingerprint list screen, click the button at the bottom right.

The screenshot shows a web-based application interface titled "Register Finger Info". At the top, there are dropdown menus for "User search" (set to "Employees of the company") and "User type" (set to "User"). Below these is a "User status" field. The main area is divided into two sections: "User information" and "Finger Info". The "User information" section includes fields for "Company/Site" (set to "(주)CNP Cosmetics"), "Finger Level (Finger Only)" (set to "5(Normal)"), and "Finger Level (Finger And Card)" (set to "5(Normal)"). The "Finger Info" section features two hand icons labeled "LEFT" and "RIGHT" with numbered dots (1 through 5) indicating finger placement. A "Read Finger" button is located between the hands. Below the hands is a note: "Press the fingerprint reading button to start the fingerprint registration process.(Up to two fingerprints can be registered per person.)". At the bottom, there is a "Validity period" field set to "2026.06.02" and buttons for "Save" and "Cancel".

Figure 8-90. Fingerprint Registration Screen888

- ② Enter the information of the user whose fingerprint you want to register, and then press Enter.

- If the user's information exists, the user, user type, and user status grid are populated.
- If your information doesn't exist, you'll see a "No data found" pop-up.

The screenshot shows the 'Register Finger Info' page with the following details:

- User information:**
 - *User search: Employees of the company (Total: 1)
 - *User: LG CNS(LG CNS) 클라우드선행기술팀 AWS Master . (P2458)
 - *User type: Partners
 - *User status: Normal
- Finger Info:**
 - Company/Site: (주)CNP Cosmetics
 - Finger Level (Finger Only): 5(Normal)
 - Finger Level (Finger And Card): 5(Normal)
 - Finger: LEFT (Hand icon with fingers numbered 1 to 5)
 - RIGHT (Hand icon with fingers numbered 1 to 5)
 - Read Finger button
 - Text: Press the fingerprint reading button to start the fingerprint registration process.(Up to two fingerprints can be registered per person.)
 - Validity period: 2026.06.02

Buttons at the bottom right: Save (highlighted in blue), Cancel.

Figure 891 Fingerprint Registration Screen - Basic Information Search8-89

- ③ Enter your company/business information.
- ④ Select the fingerprint level, raise the finger to register in the fingerprint register, and click the button **Read Finger** to register the fingerprint.
- ⑤ Enter the expiration date and click the button **Save** to register your fingerprint information.

8.6.4 Edit fingerprint information

Fingerprint information can be edited on the details view screen. The following describes how to edit fingerprint face ID information.

The screenshot shows a web-based application interface for managing fingerprint information. At the top, there is a navigation bar with links for 'Authentication medium', 'Fingerprint Management (Union)', and 'Finger Info List'. Below the navigation is a search bar with dropdowns for 'Company/Site' (LG CNS), 'User type' (Total), 'Department name' (Total), and 'Name' (Total). There is also a 'Search' button and a star icon.

The main area is divided into two sections: 'Finger Info List' on the left and 'Detail information' on the right.

Finger Info List: This section displays a table with three rows of user data:

Company/Site	User
LG CNS/마곡사이언스파크	이동근 선임
LG CNS/마곡사이언스파크	박정수 책임
LG CNS/마곡사이언스파크	이명호 책임

Detail information: This section shows detailed information for the selected user (이동근 선임). It includes:

- Photo:** A small placeholder image of a person's head.
- Registered company/Site:** LG CNS/마곡사이언스파크
- Belong:** LG CNS 보안플랫폼
- User type:** Full time employee
- Name/Appointment:** 이동근 선임
- Employee number:** 84435
- Registered status:** Disposal
- *Validity period:** 2022.03.23
- Registered information:** 조원희(2023-03-23)
- Revision information:** IDP+ Batch(2023-03-24)
- Registered Finger:** (This row is partially visible below the registration information.)

Finger Info: This section contains two hand icons labeled 'LEFT' and 'RIGHT'. Each hand has numbered dots representing finger levels (1 through 5). Buttons for 'Finger Level (Finger Only)' and 'Finger Level (Finger And Card)' are shown above the hands. A 'Read Finger' button is located between the hands. A note at the bottom says: 'Press the fingerprint reading button to start the fingerprint registration process.(Up to two fingerprints can be registered per person.)'

At the bottom right of the screen are 'New' and 'Save' buttons.

Figure 8-92. Fingerprint Detail Inquiry Screen890

- ① On the fingerprint list screen, search in the list + detailed layout.
- ② Click the specific fingerprint you want to edit.
- ③ You can see that the details are viewed on the right side, and the items that can be edited are opened.
 - Valid period, fingerprint level, and fingerprint items can be modified
- ④ After filling in the corrections, click the button **Save** to complete the edits.
 - In the case of fingerprint correction, you can register by clicking a button **Read Finger** in the same way as registering.

8.6.5 Fingerprint Disposal

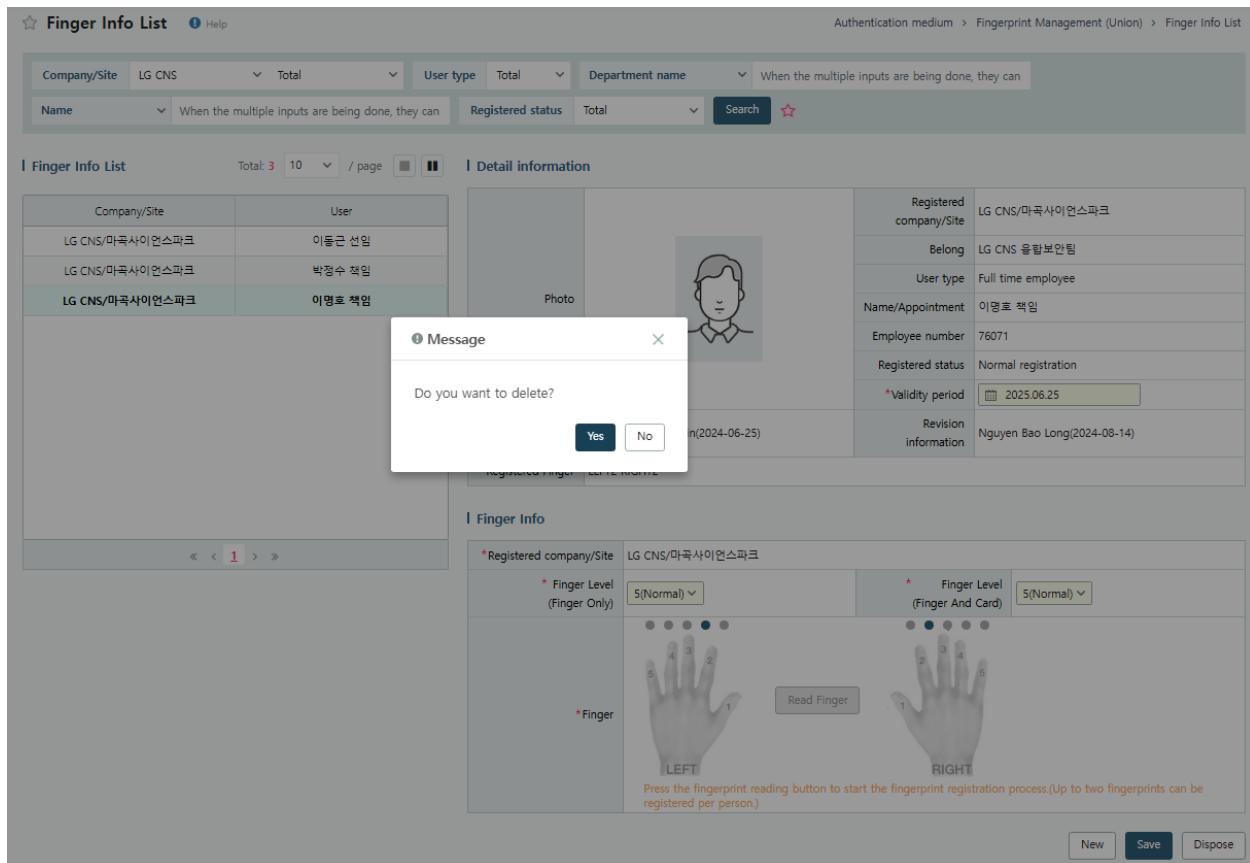


Figure 8-93. Fingerprint Information Disposal⁸⁹¹

- ① Click the row of the fingerprint to be discarded to display the details on the right.
- ② Click button Dispose.
- ③ If you see the 'Delete it?' pop-up, click 'Yes'.
 - Deletion is complete.

8.7 Temporary Card Rental/Return

8.7.1 Basic screen configuration

It provides the ability to rent and return temporary card.

The screenshot shows the 'Temporary card rental/return' interface. At the top, there are three tabs: 'Rental' (selected), 'Temporary card application list', and 'Return'. Below the tabs, there are two main sections: 'Card information' and 'User information'. In the 'Card information' section, there is a note: 'Smart card numbers cannot be entered manually.' In the 'User information' section, there is a search bar with placeholder text 'User' and a dropdown menu. A 'Rental' button is located at the bottom right of the form.

Figure 8-94. Temporary Card Rental/Return Basic Screen892

- ① Tap Authentication Media on the top menu tab.
- ② Click Temporary card rental/return on the left menu.
- ③ It is divided into a rental tab, a temporary card application list tab, and a return tab, and the rental tab appears on the initial screen.

8.7.2 Temporary Card Rental

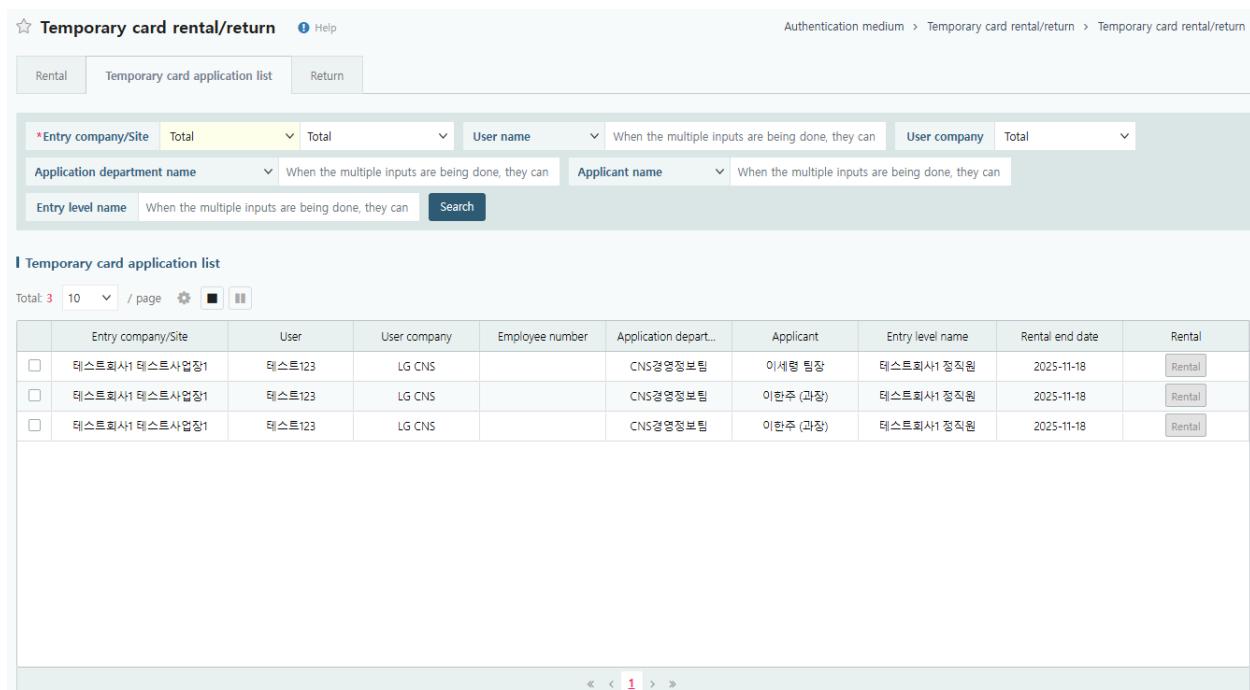
The screenshot shows the 'Temporary card rental/return' interface with the 'Rental' tab selected. The 'Card information' section shows a card ID '2001000112' selected via a dropdown menu. The 'User information' section shows a user search result 'test (88888) / LG CNS'. A 'Rental' button is located at the bottom right of the form.

Figure 8-95. Temporary card rental screen893

- ① Tap Authentication Media on the top menu tab.

- ① Click Temporary card rental/return on the left menu.
- ② In the case of automatic entry, press the button  while reading the card with the reader, and in the case of manual entry, press the button  by directly entering the card ID.
- ③ Enter your user information and rental information and press the button . When the rental is complete, a "Rental completed" message pop-up will appear.

8.7.3 Temporary Card Application List



The screenshot shows the 'Temporary card application list' page. At the top, there are tabs for 'Rental', 'Temporary card application list', and 'Return'. Below the tabs are several search filters: 'Entry company/Site' (dropdown), 'User name' (dropdown), 'User company' (dropdown), 'Application department name' (dropdown), 'Applicant name' (dropdown), and 'Entry level name' (dropdown). A 'Search' button is located at the bottom of the filter section. The main area displays a table titled 'Temporary card application list' with the following columns: Entry company/Site, User, User company, Employee number, Application depart..., Applicant, Entry level name, Rental end date, and Rental. There are three rows of data in the table, each with a checkbox in the first column and a 'Rental' button in the last column. The data in the table is as follows:

Entry company/Site	User	User company	Employee number	Application depart...	Applicant	Entry level name	Rental end date	Rental
<input type="checkbox"/> 테스트회사1 테스트사업장1	테스트123	LG CNS		CNS경영정보팀	이세령 팀장	테스트회사1 정직원	2025-11-18	
<input type="checkbox"/> 테스트회사1 테스트사업장1	테스트123	LG CNS		CNS경영정보팀	이한주 (과장)	테스트회사1 정직원	2025-11-18	
<input type="checkbox"/> 테스트회사1 테스트사업장1	테스트123	LG CNS		CNS경영정보팀	이한주 (과장)	테스트회사1 정직원	2025-11-18	

Figure 8-96. List of temporary card applications894

- ① Tap Authentication Media on the top menu tab.
- ② Click Temporary card rental/return on the left menu.
- ③ Click the Temporary Card Application List tab.
- ④ Enter your search criteria and press the button.

Basic search criteria	Company/Site	<ul style="list-style-type: none"> - Single company selection - Multiple business sites
	Username	<ul style="list-style-type: none"> - Username/Company Number/Custom Single Select and Enter - Separated by "," for multiple inputs, up to 100 characters can be entered - When selecting a custom, you can select multiple users in the pop-up
	User Company	<ul style="list-style-type: none"> - Single choice of companies
	Application Department	<ul style="list-style-type: none"> - Select and enter the application department signature/application department designation single - When selecting the designation of the applicant department, multiple selections of specific departments can be made from the pop-up
	Entry Level	<ul style="list-style-type: none"> - Separated by "," for multiple inputs, up to 100 characters can be entered

8.7.4 Temporary Card Return

The screenshot shows a software interface for managing temporary card rentals and returns. At the top, there's a navigation bar with a star icon, the text 'Temporary card rental/return', a help link, and a breadcrumb trail: 'Authentication medium > Temporary card rental/return > Temporary card rental/return'. Below the navigation is a horizontal menu bar with tabs: 'Rental', 'Temporary card application list', and 'Return'. The 'Return' tab is currently active. The main area is divided into several sections:

- Card information:** Contains fields for 'Card ID' (with an 'Automatic input' dropdown and a 'Confirm' button), 'Authentication media type', and 'Authentication media product'. A note says 'Smart card numbers cannot be entered manually.'
- User information:** Contains fields for 'User', 'Employee number/User type', and 'Appointment'. To the right, it shows 'User company', 'Department name', and 'Holding status of authentication media'.
- Rental information:** Contains fields for 'Rental date' and 'Lender'.

At the bottom right of the form area is a 'Return' button.

Figure 8-97. Returning the Temporary Card895

- ① Tap Authentication Media on the top menu tab.
- ② Click Temporary card rental/return on the left menu.
- ③ Tap the Return tab.
- ④ In the case of automatic entry, press the button while reading the card with the reader, and in the case of manual entry, press the button by directly entering the card ID.
- ⑤ When you press the button , a "Return completed" message pop-up will appear, and the return will be completed.

8.8 Authentication media product management

8.8.1 Basic screen configuration

You can manage, register, modify, and delete authentication media products of various types of authentication media types.

The screenshot shows a web-based application interface for managing authentication media products. At the top, there are several dropdown menus and search filters. Below the header, a table lists 381 items, each with a unique ID, name, company/site, media type, status, card type, and a print profile link. The table includes columns for Authentication media product ID, Authentication media product name, Company/Site, Authentication media type, Status, Card type, and Print profile. The data is paginated, with page 1 currently selected. A 'New' button is located at the bottom right of the table area.

Authentication media product ID	Authentication media product name	Company/Site	Authentication media type	Status	Card type	Print profile
1	LG CNS 방문카드	LG CNS 마곡사이언스파크	Mifare card (CSN)	Usage	Temporary card	LG CNS 방문카드 프로파일
2	LG CNS 협력사 인증매체	LG CNS 마곡사이언스파크	Smart card	Usage	ID card (partner)	LG CNS 협력사
3	LG CNS 협력사 (증미)	LG CNS 통합이용센터(증미)	Smart card	Usage	ID card (partner)	LG인화원_미회반정 프로파일
4	상암입주사_미래에셋자산운용	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(강서사옥) 기존 디자인 프로파일
5	상암입주사_한진정보통신	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I CM(강서사옥) 일직원 프로파일
6	발급테스트(임시) 34	LG CNS 마곡사이언스파크	Smart card	Usage	Temporary card	LG CNS 마곡 일시2
7	LG CNS 협력사2 (상암)	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_보안(지수Inc) 사원증 프로파일
8	상암입주사_리파인	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_미화(지수Inc) 사원증 프로파일
9	부산 투어가이드	LG CNS 부산글로벌센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_시설(U&Me) 사원증 프로파일
10	상암입주사_동양생명	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_보안(지수Inc) 프로파일

Figure 8-98. Authentication media product Management Basic Screen896

- ① Tap Authentication Media on the top menu tab.
- ② On the left menu, click Authentication media product management.
- ③ It is divided into a search conditions area at the top and an authentication media product list area at the bottom.

8.8.2 Authentication Media Product Inquiry

Authentication m...	Authentication media product na...	Company/Site	Authentication media type	Status	Card type	Print profile	Revision information
1	LG CNS 방문카드	LG CNS 마곡사이언스파크	Mifare card (CSN)	Usage	Temporary card	LG CNS 방문카드 프로파일	2023-03-09 15:53
2	LG CNS 협력사 인증매체	LG CNS 마곡사이언스파크	Smart card	Usage	ID card (partner)	LG CNS 협력사	2025-04-18 18:05
3	LG CNS 협력사 (증미)	LG CNS 통합이행센터(증미)	Smart card	Usage	ID card (partner)	LG인회원_미회반장 프로파일	2023-02-20 15:19
4	상암입주사_미래에셋자산운용	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(강서사옥) 기존 디자인 프로파일	2023-02-20 15:19
5	상암입주사_한진정보통신	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I CM(강서사옥) 임직원 프로파일	2023-02-20 15:19
6	발급테스트(임시) 34	LG CNS 마곡사이언스파크	Smart card	Usage	Temporary card	LG CNS 마곡 임시2	2023-08-09 10:48
7	LG CNS 협력사2 (상암)	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_보안(지수Inc) 사원증 프로파일	2023-02-20 15:19
8	상암입주사_리파인	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_미화(지수Inc) 사원증 프로파일	2023-02-20 15:19
9	부산 투어가이드	LG CNS 부산글로벌센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_시설(U&Me) 사원증 프로파일	2023-02-20 15:19
10	상암입주사_동양상명	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_보안(지수Inc) 프로파일	2023-02-20 15:19

Figure 8-99. Authentication Media Product List Screen897

- ① You can enter it in the search condition input box located at the top of the screen, and click the search button on the right to view the list of authentication media products that meet the conditions.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Authentication Media Type	- Multi-selectable from All/CSN Card/Smart Card/Fingerprint/Iris /Face/BLE/QRCODE
	Authentication Media Product Name	- Text input
	Card Type	- Multiple choices from ID card (employee)/ID card (partner)/temporary card
	Print Profile	- It is searched according to the selected company and site, and multiple choices are possible
	Availability	- All/Used/Unused Single Selection

- ② If you select one authentication media product, you will be taken to the authentication media product detail page.

Authentication media product detail

Basic Information

Authentication media product ID	1	* Authentication media product name	LG CNS 방문카드	Duplicate check
* Status	○	* Company/Site	LG CNS 마곡사이언스파크	
Authentication media type	Mifare card (CSN)	* Card type	Temporary card	
* Print profile	Go to print profile			
Registered information	IDP+ Solution Admin (2023-03-09 15:53)	Revision information	IDP+ Solution Admin (2023-03-09 15:53)	

Save List

Figure 8-100. Authentication media product Detail Screen8-98

- ③ Click the button to return to the authentication media product list screen.
- ④ If there is a result searched in the authentication media product list, you can download the result as an Excel file.

► Excel Download

- ① Authentication Media Press the button located at the top right of the product list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.8.3 Modification of authentication media product

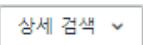
Authentication media product list

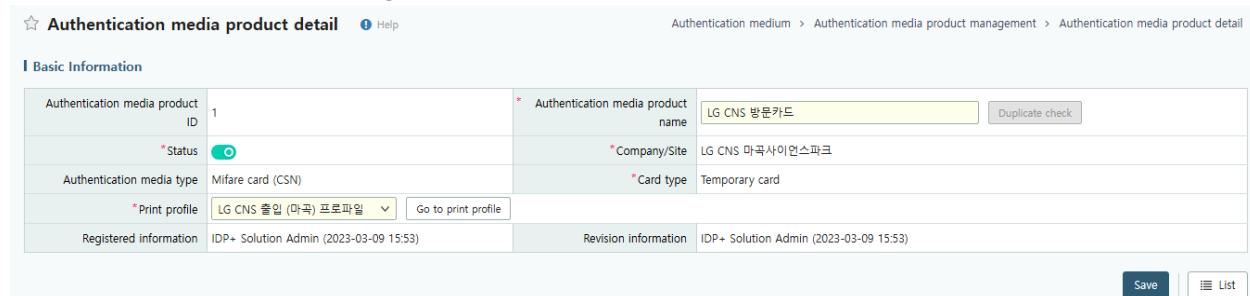
Authentication medium > Authentication media product management > Authentication media product list

Company/Site	Total	Authentication media type	Total	Print profile	Total	Usage	Usage	Search
Authentication media product name	When the multiple inputs are being done, they can	Card type	Total					
1	LG CNS 방문카드	LG CNS 마곡사이언스파크	Mifare card (CSN)	Usage	Temporary card	LG CNS 방문카드 프로파일		2023-03-09 15:53
2	LG CNS 협력사_인증매체	LG CNS 마곡사이언스파크	Smart card	Usage	ID card (partner)	LG CNS 협력사		2025-04-18 18:05
3	LG CNS 협력사_(중미)	LG CNS 통합이행센터(중미)	Smart card	Usage	ID card (partner)	LG인화원_미화반장 프로파일		2023-02-20 15:19
4	상암입주사_미래에셋자산운용	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&(강서사옥) 기준 디자인 프로파일		2023-02-20 15:19
5	상암입주사_한진정보통신	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&CM(강서사옥) 입직원 프로파일		2023-02-20 15:19
6	발급테스트(임시) 34	LG CNS 마곡사이언스파크	Smart card	Usage	Temporary card	LG CNS 마곡 임시2		2023-08-09 10:48
7	LG CNS 협력사2_(상암)	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&(서울역빌딩)_보안(지수inc) 사용증 프로파일		2023-02-20 15:19
8	상암입주사_리파인	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&(서울역빌딩)_미화(지수inc) 사용증 프로파일		2023-02-20 15:19
9	부산 투어가이드	LG CNS 부산글로벌센터	Smart card	Usage	ID card (partner)	S&(서울역빌딩)_시설(U&Me) 사용증 프로파일		2023-02-20 15:19
10	상암입주사_동양생명	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&(서울역빌딩)_보안(지수inc) 프로파일		2023-02-20 15:19

New

Figure 8-101. Authentication media product List Screen899

- ① You can enter it in the search condition input box located at the top of the screen, and click the search button on the right to view the list of Authentication media products that meet the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions. 
- ③ If you select one Authentication media product, you will be taken to the Authentication media product detail page.



The screenshot shows the 'Authentication media product detail' page. At the top, there are tabs for 'Basic Information', 'Advanced Settings', and 'Logs'. The main area displays the following details:

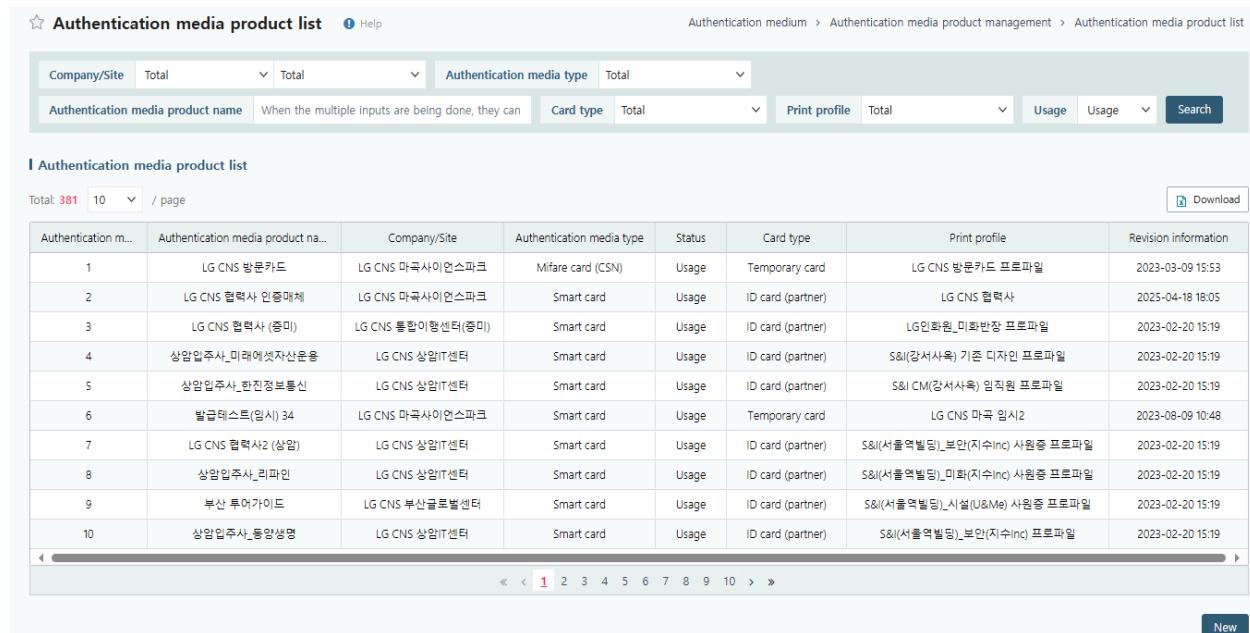
Authentication media product ID	1	* Authentication media product name	LG CNS 방문카드	Duplicate check
* Status	<input checked="" type="checkbox"/>	* Company/Site	LG CNS 마곡사이언스파크	
Authentication media type	Mifare card (CSN)	* Card type	Temporary card	
* Print profile	LG CNS 출입 (마곡) 프로파일	Go to print profile		
Registered information	IDP+ Solution Admin (2023-03-09 15:53)	Revision information	IDP+ Solution Admin (2023-03-09 15:53)	

At the bottom right are 'Save' and 'List' buttons.

Figure 8-102. Authentication media product Details Screen8100-

- ④ Authentication Media Edit the information of the product and click the button  to save.
- ⑤ A 'Save it?' message will appear and click the 'Yes' button.
- ⑥ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

8.8.4 Registered as an authentication media product



The screenshot shows the 'Authentication media product list' page. At the top, there are filters for 'Company/Site', 'Authentication media type', 'Authentication media product name', 'Card type', 'Print profile', 'Usage', and a 'Search' button. Below the filters is a table with the following columns: Authentication m..., Authentication media product na..., Company/Site, Authentication media type, Status, Card type, Print profile, and Revision information.

Authentication m...	Authentication media product na...	Company/Site	Authentication media type	Status	Card type	Print profile	Revision information
1	LG CNS 방문카드	LG CNS 마곡사이언스파크	Mifare card (CSN)	Usage	Temporary card	LG CNS 방문카드 프로파일	2023-03-09 15:53
2	LG CNS 협력사 인증매체	LG CNS 마곡사이언스파크	Smart card	Usage	ID card (partner)	LG CNS 협력사	2023-04-18 18:05
3	LG CNS 협력사 (중미)	LG CNS 통합이황센터(중미)	Smart card	Usage	ID card (partner)	LG인화원_이화반장 프로파일	2023-02-20 15:19
4	상암입주사_미래에셋자산운용	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(강서사옥) 기증 디자인 프로파일	2023-02-20 15:19
5	상암입주사_한진정보통신	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I CM(강서사옥) 일직원 프로파일	2023-02-20 15:19
6	발급테스트(임시) 34	LG CNS 마곡사이언스파크	Smart card	Usage	Temporary card	LG CNS 마곡 임시2	2023-08-09 10:48
7	LG CNS 협력사2 (상암)	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_보안(지수Inc) 사원증 프로파일	2023-02-20 15:19
8	상암입주사_리파인	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_미화(지수Inc) 사원증 프로파일	2023-02-20 15:19
9	부산 투어가이드	LG CNS 부산글로벌센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_시설(U&Me) 사원증 프로파일	2023-02-20 15:19
10	상암입주사_동양생명	LG CNS 상암IT센터	Smart card	Usage	ID card (partner)	S&I(서울역빌딩)_보안(지수Inc) 프로파일	2023-02-20 15:19

At the bottom right are 'Download' and 'New' buttons.

Figure 8-103. Basic screen of Authentication media products8101

- ① Click the button **New** on the main screen of the authentication media product..

The screenshot shows the 'Authentication media product registration' dialog box. It has four input fields: 'Company/Site' (selected: '(주)CNP Cosmetics'), 'Authentication media type' (selected: 'Smart card'), 'Card type/Print profile' (selected: 'ID card (employee)'), and 'Authentication media product name' (input field is empty). Below these fields are two buttons: 'Duplicate check' and 'Addition'. At the bottom right are three buttons: 'Addition' (with a plus icon), 'Initialization' (with a circular arrow icon), and 'Close'.

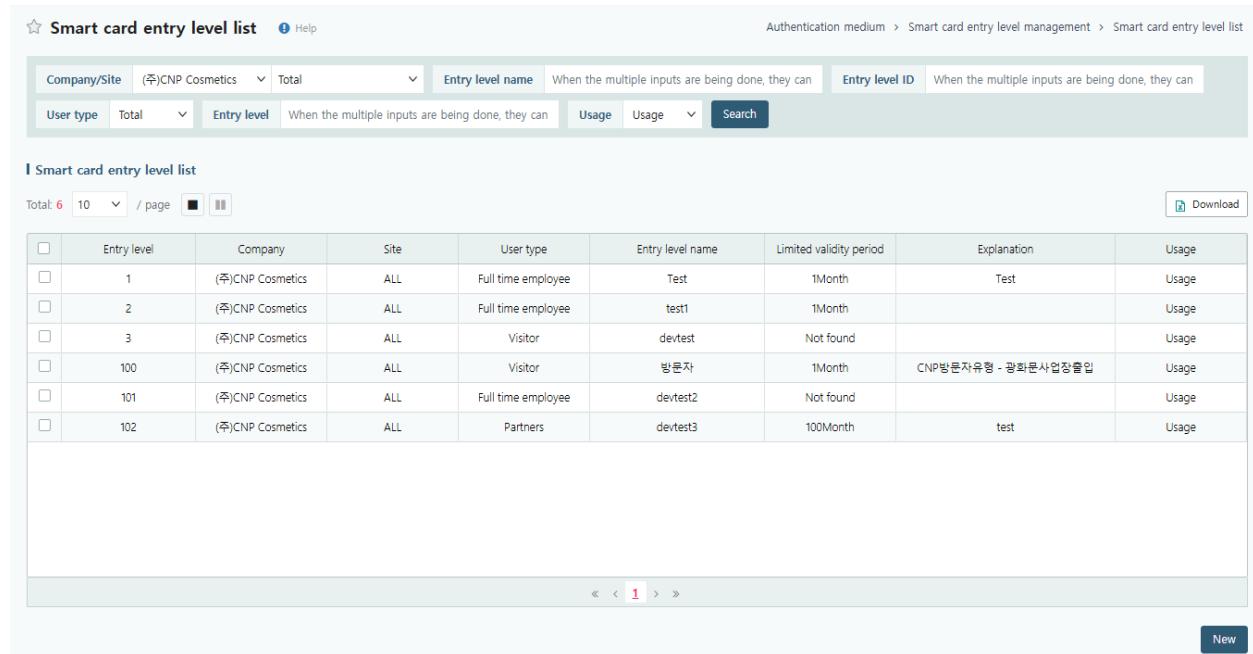
Figure 8-104. Authentication media product Registration Screen8102

- ② Enter the Authentication media product name on the Authentication media product registration screen and click the button **Duplicate check**
- ③ If there are no duplicate product names, the message 'Available authentication media product name' appears.
- ④ Enter the rest of the product information and click the button **Addition**
- ⑤ When prompted "Do you want to save?", click the "Yes" button.
- ⑥ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

8.9 Smart Card Entry Level Management

8.9.1 Basic screen configuration

You can manage, register, modify, and delete smart card entry levels.



The screenshot shows the 'Smart card entry level list' page. At the top, there are search filters for 'Company/Site' (set to '(주)CNP Cosmetics'), 'Total' (set to 'Entry level name'), and 'Entry level ID'. Below these are dropdowns for 'User type' (set to 'Total') and 'Entry level' (set to 'When the multiple inputs are being done, they can'). There are also buttons for 'Usage' and 'Search'. The main area displays a table of smart card entry levels:

	Entry level	Company	Site	User type	Entry level name	Limited validity period	Explanation	Usage
<input type="checkbox"/>	1	(주)CNP Cosmetics	ALL	Full time employee	Test	1Month	Test	Usage
<input type="checkbox"/>	2	(주)CNP Cosmetics	ALL	Full time employee	test1	1Month		Usage
<input type="checkbox"/>	3	(주)CNP Cosmetics	ALL	Visitor	devtest	Not found		Usage
<input type="checkbox"/>	100	(주)CNP Cosmetics	ALL	Visitor	방문자	1Month	CNP방문자유형 - 광화문사업장을입	Usage
<input type="checkbox"/>	101	(주)CNP Cosmetics	ALL	Full time employee	devtest2	Not found		Usage
<input type="checkbox"/>	102	(주)CNP Cosmetics	ALL	Partners	devtest3	100Month	test	Usage

At the bottom, there are navigation buttons for page numbers (1), and a 'New' button in the bottom right corner.

Figure 8-10. Smart Card Entry Level Management Basic Screen8103

- ① Tap Authentication Media on the top menu tab.
- ② On the top menu, tap Smart Card Entry Level Management.
- ③ It is divided into a search conditions area at the top and a smart card entry level list area at the bottom.

8.9.2 Smart Card Entry Level Inquiry

The screenshot shows the 'Smart card entry level list' page. At the top, there are search filters for 'Company/Site' (selected), 'Entry level name', 'Entry level ID', 'User type', 'Total', 'Entry level', 'Usage', and a 'Search' button. Below the filters is a table header with columns: Entry level, Company, Site, User type, Entry level name, Limited validity period, Explanation, and Usage. The table contains 6 rows of data. Row 1: Entry level 1, Company (주)CNP Cosmetics, Site ALL, User type Full time employee, Entry level name Test, Limited validity period 1Month, Explanation Test, Usage Usage. Row 2: Entry level 2, Company (주)CNP Cosmetics, Site ALL, User type Full time employee, Entry level name test1, Limited validity period 1Month, Explanation Usage, Usage. Row 3: Entry level 3, Company (주)CNP Cosmetics, Site ALL, User type Visitor, Entry level name devtest, Limited validity period Not found, Explanation Usage, Usage. Row 4: Entry level 100, Company (주)CNP Cosmetics, Site ALL, User type Visitor, Entry level name 방문자, Limited validity period 1Month, Explanation CNP방문자유형 - 광화문사업장을입, Usage Usage. Row 5: Entry level 101, Company (주)CNP Cosmetics, Site ALL, User type Full time employee, Entry level name devtest2, Limited validity period Not found, Explanation Usage, Usage. Row 6: Entry level 102, Company (주)CNP Cosmetics, Site ALL, User type Partners, Entry level name devtest3, Limited validity period 100Month, Explanation test, Usage Usage. At the bottom right of the table is a 'New' button.

Figure 8-106. Smart Card Entry Level List Screen8104

- If you enter the search condition input box located at the top of the screen, and press the search button on the right, you can view the list of access levels of authentication media that meet the conditions.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Entry Level	- Multiple inputs, separated by ",", up to 100 characters
	Entry Level ID	- Multiple inputs, separated by ",", up to 100 characters
	User Type	- Selection of employees/visitors - When selecting employees, multiple selections are possible for regular employees/partners/etc.
	Entry Level	- Multiple inputs, separated by ",", up to 100 characters
	Usage	- Total/Used/Unused Single Selection

- If you press the button and select one smart card access level list, you can view the detailed information on the right.

The screenshot shows a detailed inquiry screen for 'Smart card entry level list'. At the top, there are search filters for 'Company/Site' (set to '(주)CNP Cosmetics'), 'Total' (dropdown), 'Entry level name' (text input 'When the multiple inputs are being done, they can'), 'Entry level ID' (dropdown), and 'Usage' (dropdown). Below the filters are buttons for 'User type' (dropdown), 'Total' (dropdown), 'Entry level' (dropdown), 'Search' (button), and 'Usage' (dropdown).

The main area displays a table titled 'Smart card entry level list' with 6 results per page. The table has columns: 'Entry level', 'Company', and 'Entry level name'. The data is as follows:

Entry level	Company	Entry level name
1	(주)CNP Cosmetics	Test
2	(주)CNP Cosmetics	test1
3	(주)CNP Cosmetics	devtest
100	(주)CNP Cosmetics	방문자
101	(주)CNP Cosmetics	devtest2
102	(주)CNP Cosmetics	devtest3

Below the table is a navigation bar with buttons: '<<', '<', '1', '>', and '>>'. To the right of the table is a 'Detail information' panel with tabs: 'Entry level' (selected), 'Company name', 'User type', 'Explanation', 'Registered information', and 'Revision information'. The 'Entry level' tab shows details for entry level 1:

Entry level	1	View	Usage
Company name	(주)CNP Cosmetics	Site	ALL
User type	Full time employee	Limited validity period	1 Month
*Entry level name	Test		
Explanation	Test		
Registered information	devtest1 (2024-08-30 13:11)	Revision information	devtest1 (2024-08-30 13:11)

At the bottom right of the screen are 'New' and 'Save' buttons.

Figure 8-107. Smart Card Entry Level Detailed Inquiry Screen8105

- ③ If there is a result searched in the smart card entry level list, you can download the result as an Excel file.

► Excel Download

- ① Press the button located at the top right of the Smartcard access level list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.9.3 Smart Card Entry Level Modification

The screenshot shows the 'Smart card entry level list' page. At the top, there are search filters for 'Company/Site' (selected: (주)CNP Cosmetics), 'Total' (dropdown), 'Entry level name' (text input: When the multiple inputs are being done, they can), 'Entry level ID' (text input: When the multiple inputs are being done, they can), 'User type' (dropdown: Total), 'Entry level' (dropdown: When the multiple inputs are being done, they can), 'Usage' (dropdown), and 'Usage' (dropdown). Below the filters is a search bar with a 'Search' button. The main area displays a table of entry levels:

<input type="checkbox"/>	Entry level	Company	Site	User type	Entry level name	Limited validity period	Explanation	Usage
<input type="checkbox"/>	1	(주)CNP Cosmetics	ALL	Full time employee	Test	1Month	Test	Usage
<input type="checkbox"/>	2	(주)CNP Cosmetics	ALL	Full time employee	test1	1Month		Usage
<input type="checkbox"/>	3	(주)CNP Cosmetics	ALL	Visitor	devtest	Not found		Usage
<input type="checkbox"/>	100	(주)CNP Cosmetics	ALL	Visitor	방문자	1Month	CNP방문자유형 - 광화문사업장을입	Usage
<input type="checkbox"/>	101	(주)CNP Cosmetics	ALL	Full time employee	devtest2	Not found		Usage
<input type="checkbox"/>	102	(주)CNP Cosmetics	ALL	Partners	devtest3	100Month	test	Usage

At the bottom right of the table area is a 'New' button.

Figure 8-108. Smart Card Entry Level List Screen8106

- ① If you enter the search condition input box located at the top of the screen, and press the search button on the right, you can view the list of access levels of authentication media that meet the conditions.
- ② If you press the button and select one authentication media access level list, you can view the detailed information on the right.

The screenshot shows the 'Smart card entry level list' page with a selected entry level (ID 1, Name Test). On the right, a 'Detail information' panel is open, showing the following details:

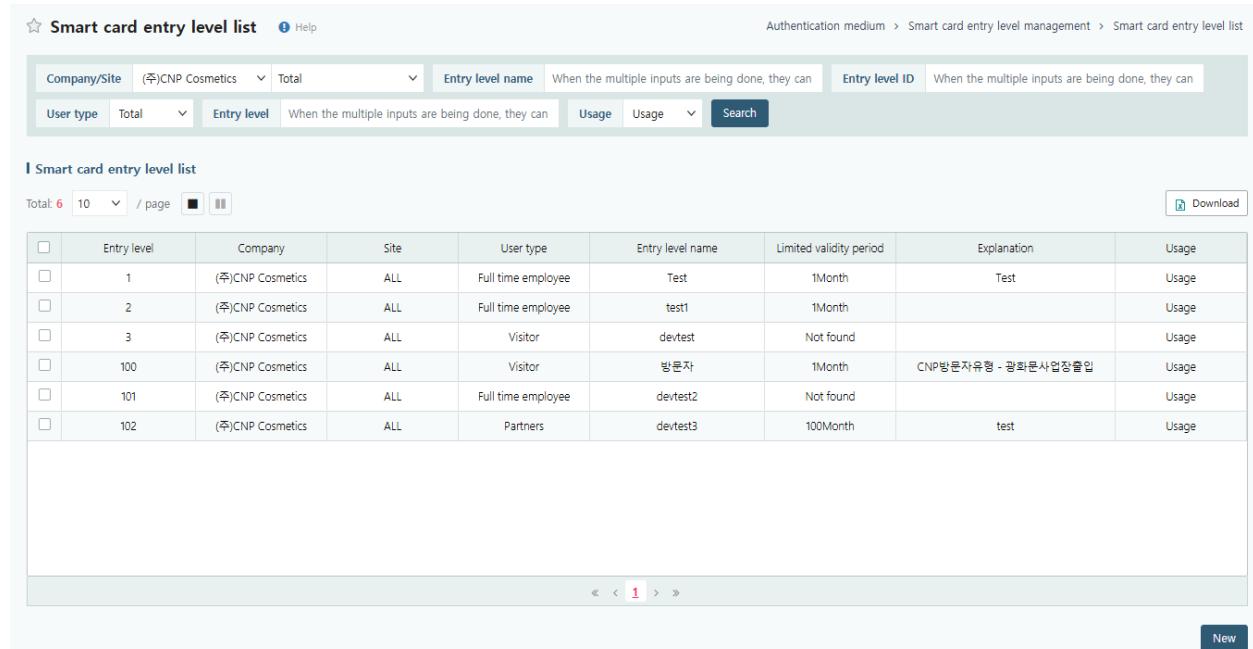
Entry level	1	View	Usage
Company name	(주)CNP Cosmetics	Site	ALL
User type	Full time employee	Limited validity period	1 Month
*Entry level name	Test	Explanation	
Registered information	devtest1 (2024-08-30 13:11)	Revision information	devtest1 (2024-08-30 13:11)

At the bottom right of the detail panel is a 'Save' button.

Figure 8-109. Smart Card Entry Level Detailed Inquiry Screen8107

- ③ Edit the information of the smart card access level and click the button **Save** to save.
- ④ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

8.9.4 Smart Card Entry Level Registration

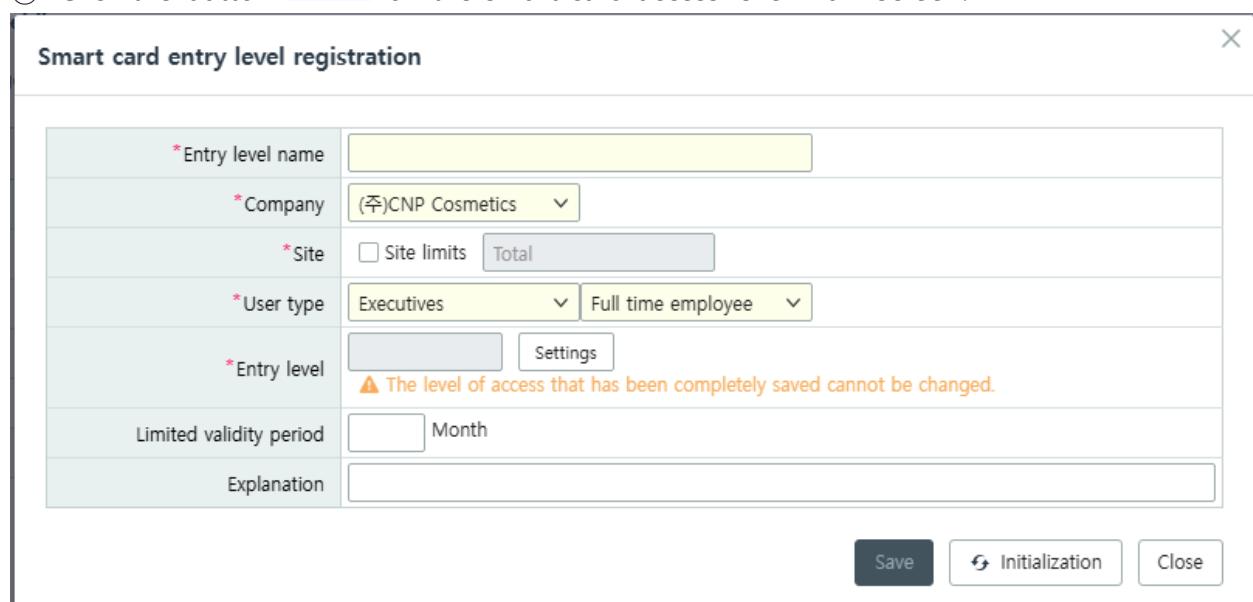


The screenshot shows a list of smart card entry levels. The columns include: Entry level, Company, Site, User type, Entry level name, Limited validity period, Explanation, and Usage. There are 6 entries listed:

Entry level	Company	Site	User type	Entry level name	Limited validity period	Explanation	Usage
1	(주)CNP Cosmetics	ALL	Full time employee	Test	1Month	Test	Usage
2	(주)CNP Cosmetics	ALL	Full time employee	test1	1Month		Usage
3	(주)CNP Cosmetics	ALL	Visitor	dev/test	Not found		Usage
100	(주)CNP Cosmetics	ALL	Visitor	방문자	1Month	CNP방문자유형 - 광화문사업장을입	Usage
101	(주)CNP Cosmetics	ALL	Full time employee	dev/test2	Not found		Usage
102	(주)CNP Cosmetics	ALL	Partners	dev/test3	100Month	test	Usage

Figure 8-110. Smart Card Access Level List Screen8108

- ① Click the button **New** on the smart card access level main screen.



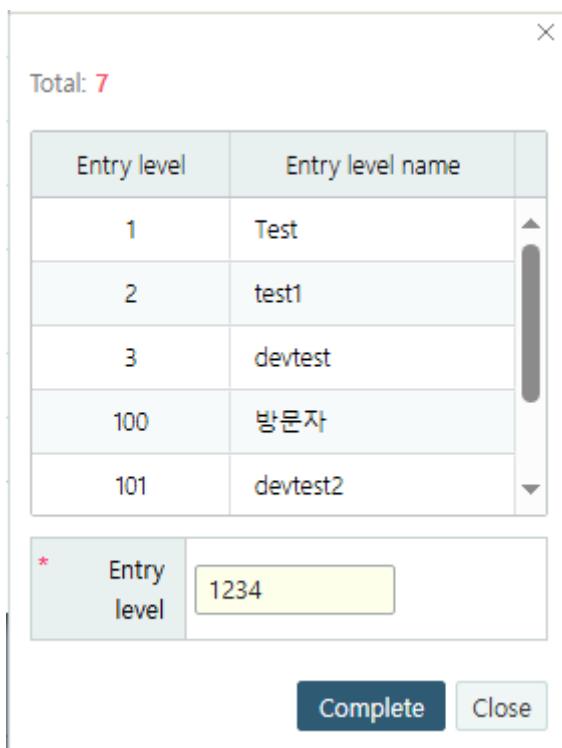
The screenshot shows the registration form for a new smart card entry level. The fields include:

- *Entry level name:
- *Company:
- *Site: Site limits
- *User type:
- *Entry level:
⚠ The level of access that has been completely saved cannot be changed.
- Limited validity period: Month
- Explanation:

Buttons at the bottom: Save, Initialization, Close.

Figure 8-111. Smart Card Entry Level Registration Screen8109

- ② Enter the information on the Smart Card Access Level Registration screen. Click the button  for the access level, then enter the access level set by referring to other access levels and click the button 



The dialog box shows a table with 'Entry level' and 'Entry level name' columns. It contains five rows of data: 1 (Test), 2 (test1), 3 (devtest), 100 (방문자), and 101 (devtest2). A vertical scroll bar is visible on the right side of the table. Below the table is a form field with a label 'Entry level' and a value '1234'. At the bottom are two buttons: 'Complete' (dark blue) and 'Close' (light gray).

Entry level	Entry level name
1	Test
2	test1
3	devtest
100	방문자
101	devtest2

* Entry level: 1234

Complete Close

Figure 8-112. Entry Level Input Screen8110

- ③ Click button 
- ④ When prompted "Do you want to save?", click the "Yes" button.
- ⑤ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

8.10 Card Printing Profile Management

8.10.1 Basic screen configuration

You can manage, register, modify, and delete card print profiles.

The screenshot shows a web-based application interface for managing card print profiles. At the top, there is a navigation bar with links for 'Card print profile management' and 'Card print profile list'. Below the navigation is a search bar with dropdown menus for 'Company/Site' (Total), 'Card type' (Total), 'Profile name', and 'Usage'. A 'Search' button is located at the bottom of the search bar. The main area is titled 'Card print profile list' and displays a table of 260 profiles. The table has columns for 'Profile name', 'Company', 'Site', 'Card type', 'Status', 'Image Processing Way', 'Unit Of Length', 'Print direction', 'Print method', 'Width', and 'Height'. Each row in the table represents a different card profile, such as 'LG CNS 방문카드 프로파일' or 'LG CNS 헬프라'. The table includes a 'Download' link and a 'New' button at the bottom right. Navigation arrows and page numbers (1-10) are visible at the bottom of the table.

<input type="checkbox"/>	Profile name	Company	Site	Card type	Status	Image Processing Way	Unit Of Length	Print direction	Print method	Width	Height
<input type="checkbox"/>	LG CNS 방문카드 프로파일	LG CNS	마곡사이언스파크	Visit card	Usage	Stretch Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	LG CNS 협력사	LG CNS	마곡사이언스파크	ID card (partner)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	CNS직원테스트	LG CNS	톨합이행센터(증미)	ID card (employee)	Usage	Rate Retention Way	pixel	Vertical	Both sides	55	85
<input type="checkbox"/>	LG CNS 마곡 임시	LG CNS	마곡사이언스파크	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	LG CNS 마곡 임시2	LG CNS	마곡사이언스파크	Temporary card	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	CNS MF 방문	LG CNS	마곡사이언스파크	Visit card	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	전 일시카드	LG CNS	마곡사이언스파크	Temporary card	Usage	Rate Retention Way	mm	Vertical	Both sides	100	100
<input type="checkbox"/>	LG CNS 타사카드 등록용 프로파일	LG CNS	마곡사이언스파크	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	테스트회사1 정직원 인쇄프로파일	테스트회사1	테스트사업장1	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	인증매체상품등기회1 프로파일	LG CNS	마곡사이언스파크		Usage	Rate Retention Way	mm	Vertical	Both sides	55	85

Figure 8-113. Card Printing Profile Basic Screen8111

- ① Tap Authentication Media on the top menu tab.
- ② On the top menu, click Card print profile management.
- ③ It is divided into a search criteria area at the top and a card print profile list area at the bottom.

8.10.2 Card Print Profile Inquiry

The screenshot shows a web-based application interface for managing card print profiles. At the top, there is a navigation bar with links for 'Card print profile list' and 'Help'. Below the navigation is a search bar with dropdowns for 'Company/Site' (Total), 'Card type' (Total), and 'Profile name', along with a note about multiple inputs and usage buttons for 'Usage' and 'Search'. The main area is titled 'Card print profile list' and displays a table of 260 entries. The table has columns for 'Profile name', 'Company', 'Site', 'Card type', 'Status', 'Image Processing Way', 'Unit Of Length', 'Print direction', 'Print method', 'Width', and 'Height'. Each row contains a checkbox and the corresponding profile details. At the bottom of the table, there is a page navigation bar with numbers 1 through 10 and arrows for 'First', 'Previous', 'Next', and 'Last'.

Figure 8-114 Card Printing Profile List Screen

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of cards print profiles that meet the conditions.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Card Type	- Multiple choices from ID card (employee)/ID card (partner)/temporary card
	Profile Name	- Multiple inputs, separated by ",", up to 100 characters
	Availability	- All/Used/Unused Single Selection

- ② Selecting a card print profile list will take you to the card print profile detail page.

Card print profile details [Help](#)

Authentication medium > Card print profile management > Card print profile details

Basic Information

Company / Site	LG CNS / 마곡사이언스파크	Card type	Visit card
*Profile name	LG CNS 방문카드 프로파일	*Usage	<input checked="" type="radio"/>
*Image Processing Way	<input type="radio"/> Rate Retention Way <input checked="" type="radio"/> Stretch Way	*Unit Of Length	<input checked="" type="radio"/> mm <input type="radio"/> pixel
*Print direction	<input checked="" type="radio"/> Vertical <input type="radio"/> Horizontal	*Print method	<input checked="" type="radio"/> Both sides <input type="radio"/> Single side
*Width	55	*Height	85

Print item

Total: 1		Add row	Delete row						
□	*Item	*Classification	*Print side	*Top	*Left	*Height	*Width	Print information	Text Style
□	text	Text	Front	100	100	100	100	Fixed text-213	<input checked="" type="checkbox"/> Font style setting

Print preview [Save](#) [List](#)

Figure 8-115. Card Print Profile Detailed Inquiry Screen8113

③ Click button

Font style setting

Font style settings

*Font	LG Smart_H Regular
*Size	100
Font color	R G B
Font background color	R G B
*Ribbon color designation	Black
*Background transparency	Transparency
*Rotation angle	0 degrees
*Letter style	Normal
*Horizontal alignment	Left
*Vertical alignment	Top
*Space between letters	0 %
*Width of letter	100 %

Confirm Close

Figure 8-116. Font Style Lookup8114

④ Click button

인쇄 미리보기



Figure 8-117 Card Print Profile Preview8-115

⑤ Click the Print Card button to return to the list of profiles.

⑥ If there is a result searched in the card print profile list, you can download the result as an Excel file.

► Excel Download

① Click the button located at the top right of the card print profile list.

② According to your browser's settings, the Excel file will be saved in the Internet file download path.

8.10.3 Modify Card Print Profile

Profile name	Company	Site	Card type	Status	Image Processing Way	Unit Of Length	Print direction	Print method	Width	Height
LG CNS 방문카드 프로파일	LG CNS	마곡사이언스파크	Visit card	Usage	Stretch Way	mm	Vertical	Both sides	55	85
LG CNS 협력사	LG CNS	마곡사이언스파크	ID card (partner)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
CNS일직원테스트	LG CNS	톨합이형센터(증미)	ID card (employee)	Usage	Rate Retention Way	pixel	Vertical	Both sides	55	85
LG CNS 마곡 입시	LG CNS	마곡사이언스파크	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
LG CNS 마곡 입시2	LG CNS	마곡사이언스파크	Temporary card	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
CNS MF 방문	LG CNS	마곡사이언스파크	Visit card	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
전 일시카드	LG CNS	마곡사이언스파크	Temporary card	Usage	Rate Retention Way	mm	Vertical	Both sides	100	100
LG CNS 티사카드 등록용 프로파일	LG CNS	마곡사이언스파크	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
테스트회사1 정직원 인쇄프로파일	테스트회사1	테스트사업장1	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
인증매체상품등기화1 프로파일	LG CNS	마곡사이언스파크		Usage	Rate Retention Way	mm	Vertical	Both sides	55	85

Figure 8-118. Card Printing Profile List Screen8116

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of cards print profiles that meet the conditions.
- ② If you press the Advanced Search button located to the right of the search button, the search conditions that you can enter for more search conditions are displayed.
- ③ Selecting a card print profile list will take you to the card print profile detail page.

Company / Site	LG CNS / 마곡사이언스파크	Card type	Visit card
*Profile name	LG CNS 방문카드 프로파일	*Usage	<input checked="" type="radio"/>
*Image Processing Way	<input type="radio"/> Rate Retention Way <input checked="" type="radio"/> Stretch Way	*Unit Of Length	<input checked="" type="radio"/> mm <input type="radio"/> pixel
*Print direction	<input checked="" type="radio"/> Vertical <input type="radio"/> Horizontal	*Print method	<input checked="" type="radio"/> Both sides <input type="radio"/> Single side
*Width	55	*Height	85

Print item							
Total: 1							
	* Item	* Classification	* Print side	* Top	* Left	* Height	* Width
	text	Text	Front	100	100	100	100
							Fixed text-213

Figure 8-119. Card Print Profile Detailed Inquiry Screen8117

④ Modify the basic card print profile information.

⑤ Click button 

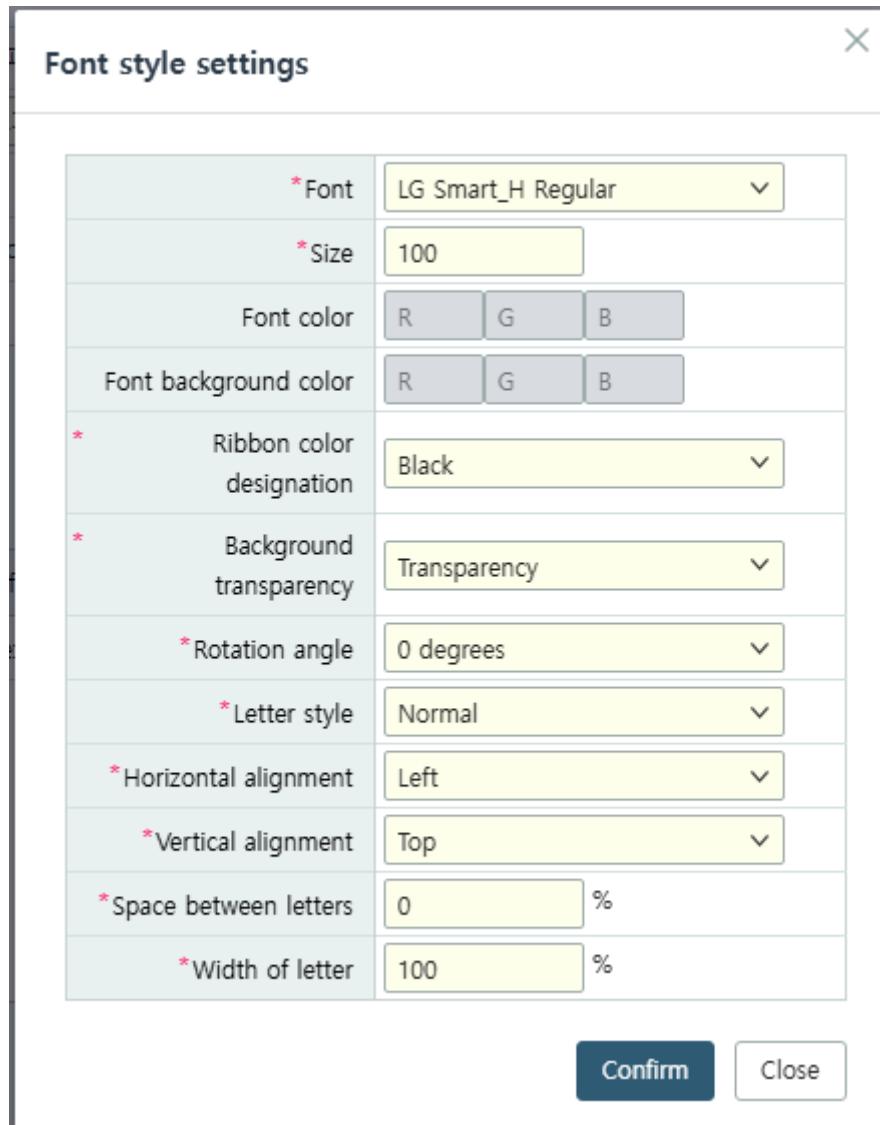
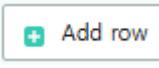


Figure 8-120. Font Style Correction8118

⑥ Modify the font style and click the button 

⑦ Click the button  to add a print item.

Card print profile details Help

Authentication medium > Card print profile management > Card print profile details

I Basic Information

Company / Site	LG CNS / 마곡사이언스파크	Card type	Visit card
* Profile name	LG CNS 방문카드 프로파일	* Usage	<input checked="" type="radio"/>
* Image Processing Way	<input type="radio"/> Rate Retention Way <input checked="" type="radio"/> Stretch Way	* Unit Of Length	<input checked="" type="radio"/> mm <input type="radio"/> pixel
* Print direction	<input checked="" type="radio"/> Vertical <input type="radio"/> Horizontal	* Print method	<input checked="" type="radio"/> Both sides <input type="radio"/> Single side
* Width	55	* Height	85

I Print item

Search		Total: 2	Add row	Delete row					
	* Item	* Classification	* Print side	* Top	* Left	* Height	* Width	Print information	Text Style
<input type="checkbox"/>	text	Text	Front	100	100	100	100	Fixed text-213	<input checked="" type="checkbox"/> Font style setting
<input type="checkbox"/>	text2	Text	Front	100				Fixed text-221	<input checked="" type="checkbox"/> Font style setting

Print preview Save List

Figure 8-121. Card Print Profile Print Item Add Screen8119

- ⑧ Enter the content in the added row.
- ⑨ Click the button  to save.
- ⑩ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

8.10.4 Register card print profile

Card print profile list Help

Authentication medium > Card print profile management > Card print profile list

I Card print profile list

Company/Site	Total	Card type	Total	Profile name	When the multiple inputs are being done, they can	Usage	Usage				
<input type="button" value="Search"/>											
<input type="button" value="Download"/>											
Total: 260	10	/ page									
	Profile name	Company	Site	Card type	Status	Image Processing Way	Unit Of Length	Print direction	Print method	Width	Height
<input type="checkbox"/>	LG CNS 방문카드 프로파일	LG CNS	마곡사이언스파크	Visit card	Usage	Stretch Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	LG CNS 협력사	LG CNS	마곡사이언스파크	ID card (partner)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	CNS직원데스트	LG CNS	통합이행센터(증미)	ID card (employee)	Usage	Rate Retention Way	pixel	Vertical	Both sides	55	85
<input type="checkbox"/>	LG CNS 마곡 임시	LG CNS	마곡사이언스파크	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	LG CNS 마곡 임시2	LG CNS	마곡사이언스파크	Temporary card	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	CNS MF 방문	LG CNS	마곡사이언스파크	Visit card	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	전 입시카드	LG CNS	마곡사이언스파크	Temporary card	Usage	Rate Retention Way	mm	Vertical	Both sides	100	100
<input type="checkbox"/>	LG CNS 타사카드 등록용 프로파일	LG CNS	마곡사이언스파크	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	테스트회사1 정직원 인쇄프로파일	테스트회사1	테스트사업장1	ID card (employee)	Usage	Rate Retention Way	mm	Vertical	Both sides	55	85
<input type="checkbox"/>	인증매체상품등기회1 프로파일	LG CNS	마곡사이언스파크		Usage	Rate Retention Way	mm	Vertical	Both sides	55	85

New

Figure 8-122. Card Printing Profile Basic Screen8120

- ① Click the button  on the main page of the card print profile.

Print profile registration

* Profile name		
* Company/Site	(주)CNP Cosmetics	사업장
* Card type	ID card (employee)	
* Image Processing Way	<input checked="" type="radio"/> Rate Retention Way	<input type="radio"/> Stretch Way
* Unit Of Length	<input checked="" type="radio"/> mm	<input type="radio"/> pixel
* Print direction	<input checked="" type="radio"/> Vertical	<input type="radio"/> Horizontal
* Print method	<input checked="" type="radio"/> Both sides	<input type="radio"/> Single side
* Card size	55	85

Save **Close**

Figure 8-123. Card Print Profile Registration Screen8-121

- ② Enter the contents in the card print profile registration screen and click the button .
- ③ A 'Save successful' message pop-up will appear, and if you click the button, the card print profile detail screen will appear.
- ④ Click the button  to add a print item.

Card print profile details Help

Authentication medium > Card print profile management > Card print profile details

I Basic Information

Company / Site	LG CNS / 마곡사이언스파크	Card type	ID card (employee)
*Profile name	LG CNS 타사카드 등록용 프로파일	*Usage	<input checked="" type="radio"/>
*Image Processing Way	<input checked="" type="radio"/> Rate Retention Way <input type="radio"/> Stretch Way	*Unit Of Length	<input checked="" type="radio"/> mm <input type="radio"/> pixel
*Print direction	<input checked="" type="radio"/> Vertical <input type="radio"/> Horizontal	*Print method	<input checked="" type="radio"/> Both sides <input type="radio"/> Single side
*Width	55	*Height	85

I Print item

	*Item	*Classification	*Print side	*Top	*Left	*Height	*Width	Print information	Text Style
<input type="checkbox"/>		Text	Front					Fixed text	<input checked="" type="checkbox"/> Font style setting

Total: 1

Add row Delete row

Print preview Save List

Figure 8-124. Card Print Profile Print Item Add Screen8122

⑤ Enter the content in the added row.

⑥ Click the button **Save** to save.

9. Entry

9.1 Entry Permission Policy Management

9.1.1 Basic screen configuration

SecuXper IDP+ manages access rights as a policy unit. In one entry policy, there is a list of doors and a list of users who want to enter. The basic screen configuration of the access permission policy is as follows.

Company/Site	Policy type	Entry schedule	Entry policy name	Entry rules	Building	Door
(주)CNP Cosmetics 사업장	Fingerprint policy		출입정책이름을길게변경해보겠습니다...	Human resource (1) User (2)	1	1
(주)CNP Cosmetics 사업장	XID Card policy	always	카드정책	Entry level (2) Human resource (1) U	1	1
(주)CNP Cosmetics 사업장	XID Card policy	always	○ ○	Entry level (1) User (1)	0	0
(주)CNP Cosmetics 사업장	XID Card policy	always	Testpclsy	Entry level (3)	1	0
(주)CNP Cosmetics 사업장2	Face ID policy		Test123		3	1
(주)CNP Cosmetics 사업장	XID Card policy	always	TestF1		0	0
(주)CNP Cosmetics 사업장	XID Card policy	always	TestF2		2	0

Figure 9-1. Entry Permission Policy Management Basic Screen91

- ① Click the Entry > Entry permission policy management.
- ② A list of all access policies is viewed, and each entry policy contains basic information and detailed information (entrance, access rules, and users who can enter).

9.1.2 View Entry Policy

The way to view the entry permission policy is as follows.

The screenshot shows the 'Entry permission policy list' interface. At the top, there are several search filters: 'Company/Site' (selected '(주)CNP Cosmetics'), 'Entry level' (selected 'Total'), 'Entry schedule' (selected 'Total'), 'Entry policy name' (text input 'When the multiple inputs are being done, they can'), 'Door name' (text input 'When the multiple inputs are being done, they can'), and a 'Search' button. Below the filters is a table titled 'Entry permission policy list' with columns: Company/Site, Policy type, Entry schedule, Entry policy name, Entry rules, Building, and Door. The table contains 7 rows of data, each with a checkbox and a detailed description of the policy. At the bottom right of the table are 'New' and 'Delete' buttons.

Company/Site	Policy type	Entry schedule	Entry policy name	Entry rules	Building	Door
(주)CNP Cosmetics 사업장	Fingerprint policy		출입정책이름을길게변경해보겠습니다...	Human resource (1), User (2)	1	1
(주)CNP Cosmetics 사업장	XID Card policy	always	카드정책	Entry level (2), Human resource (1)	1	1
(주)CNP Cosmetics 사업장	XID Card policy	always	○○	Entry level (1), User (1)	0	0
(주)CNP Cosmetics 사업장	XID Card policy	always	Testp0ly	Entry level (3)	1	0
(주)CNP Cosmetics 사업장2	Face ID policy		Test123		3	1
(주)CNP Cosmetics 사업장	XID Card policy	always	TestF1		0	0
(주)CNP Cosmetics 사업장	XID Card policy	always	TestF2		2	0

Figure 9-2. List of Entry Policies9-2

- ① When you enter the Entry > Entry permission policy management menu, you will be moved to the Entry Permission Policy List screen, and the entire access policy list will be viewed only for companies and business establishments where the logged-in account has data rights.
- ② You can enter and select the basic information of the entry permission policy and click the button to add detailed search conditions.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Entry Schedule	- It is shown according to the selected company/site, and multiple choices are possible
	Entry Policy Name	- Multiple inputs, separated by ",", up to 100 characters

	Entry Level	<ul style="list-style-type: none"> - Access rule selection box (access level/personnel information/individual user) - When selecting access level, select a single company, site, and entry level- <p>When selecting personnel information, select and enter a single selection from department name/position name/site/user type/gender/job name/work department name/user status</p> <ul style="list-style-type: none"> - When selecting an individual user, select a single user name/company number and enter
	Username	<ul style="list-style-type: none"> - Input after selecting a single username/company number/custom - When selecting a user, multiple selections of specific users are possible in the pop-up
	Entrance Civilization	<ul style="list-style-type: none"> - Single selection of access civilization/door designation - When selecting door designation, multiple selections of specific doors are possible in the pop-up
Detailed Conditions	Policy Type	<ul style="list-style-type: none"> - Single selection of XID card policy/face ID policy/fingerprint policy
	building	<ul style="list-style-type: none"> - It is shown according to the selected company/site, and multiple choices are possible
	Administrator Name	<ul style="list-style-type: none"> - Multiple inputs, separated by ",", up to 100 characters
	use	<ul style="list-style-type: none"> - All/Used/Unused Single Selection

- ③ If you click the Favorites icon, you can add the search conditions you entered to your favorites and enter the same search conditions quickly and easily next time.
- ④ When you finish entering your search criteria, click the button  .
- ⑤ Policies that meet the conditions are searched in the list of access permission policies.

► View Entry Policy Details

- ① View it by changing to List + Detailed Layout on the Entry Permission Policy List screen.
- ② If you click on the policy you want to view detailed information on the left list, the basic information and detailed information about the policy will be searched on the right.

The screenshot shows the 'Entry permission policy list' interface. At the top, there are search and filter fields for Company/Site, Entry level, Door name, and User name. Below the header, a table lists policies with columns for Company/Site, Entry policy name, and a note. One row is highlighted in green. To the right, a detailed view of the selected policy is shown in a tabbed panel:

- I Basic Information:** Shows details like Company/Site (주)CNP Cosmetics/사업장, Entry policy name (카드정책), Building (cosmetics 빌딩), Policy type (XID Card policy), and various status and usage fields.
- I Detail information:** Shows Entry rules (Entry level 2, Human resource information 1, Individual user 4), a list of doors (cosmetics 빌딩 1), and Accessible users.

At the bottom right of the main table, there are 'Edit', 'New', and 'Delete' buttons.

Figure 9-3. Detailed inquiry of the entry permission policy93

► Excel Download

① Click the button at the top right of the list of access policies.

The screenshot shows the 'Entry permission policy list' interface with a table of policies. Each row contains a checkbox, Company/Site, Policy type, Entry schedule, Entry policy name, Entry rules, Building, and Door. The 'Entry rules' column shows examples of rule configurations. At the bottom right of the table, there are 'Download', 'New', and 'Delete' buttons.

	Company/Site	Policy type	Entry schedule	Entry policy name	Entry rules	Building	Door
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	Fingerprint policy		출입정책이름을길게변경해보겠습니다...	Human resource (1) User (2)	1	1
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	XID Card policy	always	카드정책	Entry level (2) Human resource (1) U	1	1
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	XID Card policy	always	○ ○	Entry level (1) User (1)	0	0
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	XID Card policy	always	Testpcty	Entry level (3)	1	0
<input type="checkbox"/>	(주)CNP Cosmetics 사업장2	Face ID policy		Testt123		3	1
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	XID Card policy	always	TestF1		0	0
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	XID Card policy	always	TestF2		2	0

Figure 9-4. View the list of entry permission policies94

- ② The list of entry policies that have been viewed is saved as an Excel file.

A	B	C	D	E	F	G
Company/Site	Policy type	Entry schedule	Entry policy name	Entry rules	Building	Door
(주)CNP Cosmetics 사업	Fingerprint policy		출입정책이음을길게변경해보겠습니다.출입정책이음을길게변경해보겠습니다.	Human resource, User	1	1
(주)CNP Cosmetics 사업	XID Card policy	always	카드정책	Entry level, Human resource, User	1	1
(주)CNP Cosmetics 사업	XID Card policy	always	○ ○	Entry level, User	0	0
(주)CNP Cosmetics 사업	XID Card policy	always	Testpcly	Entry level	1	0
(주)CNP Cosmetics 사업	Face ID policy		Test123		3	1
(주)CNP Cosmetics 사업	XID Card policy	always	TestF1		0	0
(주)CNP Cosmetics 사업	XID Card policy	always	TestF2		2	0

Figure 9-5. Download Excel List of Entry Policies

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9.1.3 Register the Entry Policy

The method of registering a new entry permission policy is as follows.

The screenshot shows the 'Entry permission policy list' interface. At the top, there are search filters for 'Company/Site', 'Entry level', and 'Door name'. Below the filters is a table titled 'Entry permission policy list' containing 7 entries. Each row includes a checkbox, Company/Site, Policy type, Entry schedule, Entry policy name, Entry rules, Building, and Door. The 'Entry rules' column contains multiple-choice boxes for 'Human resource' and 'User'. At the bottom right of the table area, there are 'Download' and 'New' buttons.

Company/Site	Policy type	Entry schedule	Entry policy name	Entry rules	Building	Door
(주)CNP Cosmetics 사업장	Fingerprint policy		출입정책이음을길게변경해보겠습니다.출입정책이음을길게변경해보겠습니다.	Human resource (1), User (2)	1	1
(주)CNP Cosmetics 사업장	XID Card policy	always	카드정책	Entry level (2), Human resource (1), User (1)	1	1
(주)CNP Cosmetics 사업장	XID Card policy	always	○ ○	Entry level (1), User (1)	0	0
(주)CNP Cosmetics 사업장	XID Card policy	always	Testpcly	Entry level (3)	1	0
(주)CNP Cosmetics 사업장2	Face ID policy		Test123		3	1
(주)CNP Cosmetics 사업장	XID Card policy	always	TestF1		0	0
(주)CNP Cosmetics 사업장	XID Card policy	always	TestF2		2	0

Figure 9-6. Registration of Entry Permission Policy96

- ① Click the button at the bottom of the entry policy list screen.

The screenshot shows a web-based form titled "New entry permission policy". At the top right, there's a breadcrumb navigation: "Entry > Entry permission policy management > New entry permission policy". The main area contains several input fields:

- "*Company/Site": A dropdown menu showing "(주)CNP Cosmetics" and "사업장".
- "*Policy type": A dropdown menu showing "XID Card policy".
- "Whether or not to include entrance doors to other businesses": A radio button group with one option selected.
- "Building": A dropdown menu showing "Select".
- "*Entry schedule": A dropdown menu showing "always".
- "*Entry policy name": An input field containing the placeholder "Enter entry policy name".
- "Delete no access user for longtime": A radio button group with one option selected.
- "longtime no access period": An input field for specifying the duration.
- "Explanation": An input field for providing an explanation.
- "Use Interface": A radio button group with one option selected.
- "Policy Manager": An input field with a search icon.

At the bottom right of the form are two buttons: "Save" and "Cancel".

Figure 9-7. New registration of entry permission policy97

- ② You will be moved to the new screen of the entry permission policy.
- ③ Enter the basic information required to register for the policy.
 - In the Building column, buildings are searched according to the selected business site.
- ④ Just select the building that contains the entrance you want to add.
- ⑤ After the input is completed, click the button **Save** to complete the registration of the access permission policy.

9.1.4 Modification of Entry Permission Policy

Basic information such as company, site, policy type, access schedule, and access policy name entered when registering a new policy can be checked on the access policy detailed inquiry screen described in 'Entry Permission Policy Inquiry'. The following describes how to modify the basic information of the policy on the detailed inquiry screen.

Entry permission policy list Help

Entry > Entry permission policy management > Entry permission policy list

Company/Site	(주)CNP Cosmetics	Total	Entry schedule	Total	Entry policy name	When the multiple inputs are being done, they can
Entry level	Total	Total	Total	User name	When the multiple inputs are being done, they can	
Door name	When the multiple inputs are being done, they can	Search	Detailed search	★		

I Entry permission policy list Total: 7 10 / page

I Basic Information

Company/Site	(주)CNP Cosmetics/사업장		
Whether or not to include entrance doors to other businesses	Usage		
Building	cosmetics 빌딩		
Policy type	XID Card policy		
Entry policy name	카드정책	Entry schedule	always
Delete no access user for longtime	Not used	longtime no access period	
Explanation			
Use Interface	Not used		
Policy Manager			
Registered information	2024-01-20 17:46(이동근)	Revision information	2024-08-03 10:03(IDP+ Solution Admin)

[Edit](#)

I Detail information

Entry rules	Entry level 2	Human resource information 1	Individual user 4
Door	cosmetics 빌딩 1		
Accessible users	Edit		

[New](#) [Delete](#)

Figure 9-8. Viewing basic information of the entry permission policy98

- ① View it in the list of access policies in the list + detailed layout.
- ② Click the policy you want to view basic information for.
- ③ You can view it from the basic information on the right.
- ④ Click the button [Edit](#) at the bottom right of the basic information.

I Basic Information

Company/Site	(주)CNP Cosmetics/사업장		
Whether or not to include entrance doors to other businesses	<input checked="" type="checkbox"/>		
Building	cosmetics 빌딩		
Policy type	XID Card policy		
* Entry policy name	카드정책	* Entry schedule	always
* Delete no access user for longtime	<input checked="" type="checkbox"/>	longtime no access period	<input type="text"/> Day(s)
Explanation			
Use Interface	<input checked="" type="checkbox"/>		
Policy Manager	<input type="text"/>		
Registered information	2024-01-20 17:46(이동근)	Revision information	2024-08-03 10:03(IDP+ Solution Admin)

[Save](#) [Cancel](#)

Figure 9-9. Basic Information Correction99

- ① For items that can be edited, the input box will open and fill in the corrections.
- ② After filling out the form, click the button **Save** to complete the basic information correction.

9.1.5 Entry Policy Entrance

The entry permit policy includes a list of doors to be granted. Management of doors, such as adding and deleting doors to allow entry, is available on the policy detail inquiry screen.

► Door Inquiry

You can view the list of doors included in the entry permission policy in the detailed information. The following is how to view the list of doors.

The screenshot shows the 'Entry permission policy list' and its 'Basic Information' and 'Detail information' details.

Entry permission policy list:

- Header: Entry permission policy list, Help, Entry > Entry permission policy management > Entry permission policy list.
- Search filters: Company/Site, Entry level, User name, Door name.
- Buttons: Search, Detailed search, Star.
- Table: Shows a list of policies with columns: Company/Site, Entry policy name, Description. Policies listed include '(주)CNP Cosmetics 사업장', '(주)CNP Cosmetics 사업장', '(주)CNP Cosmetics 사업장', '(주)CNP Cosmetics 사업장2', '(주)CNP Cosmetics 사업장', and '(주)CNP Cosmetics 사업장'.
- Pagination: Total: 7 / page.

Basic Information:

Company/Site	(주)CNP Cosmetics/사업장
Whether or not to include entrance doors to other businesses	Usage
Building	cosmetics 빌딩
Policy type	XID Card policy
Entry policy name	카드정책
Entry schedule	always
Delete no access user for longtime	Not used
longtime no access period	
Explanation	
Use Interface	Not used
Policy Manager	
Registered information	2024-01-20 17:46(이동근)
Revision information	2024-08-03 10:03(IDP+ Solution Admin)

Edit button is located at the bottom right of the table.

Detail information:

Entry rules	Entry level 2	Human resource information 1	Individual user 4
Door	cosmetics 빌딩 1		
Accessible users	<input type="button"/>		

New and Delete buttons are located at the bottom right of the table.

Figure 9-10. Detailed Inquiry of Entry Permit Policy910

- ① On the Entry Permission Policy List screen, search for a specific policy in a list + detailed layout.

- ② If you click the pop-up button of each building in the details section on the right, the pop-up of the managed access door will appear, and the list of access doors will be viewed.
 - Buttons are created for each building included in the basic access policy information
- ③ Buildings can be searched by fixed / other search criteria.

Accessible door management

Building/Floor	cosmetics 빌딩		Total	Door name	When the multiple inputs are being done, they can			
Entry area	Total	Device name	Total	When the multiple inputs are being done, they can				
Application direction	Total	Search						
I Accessible door list								
<input type="text" value="Search"/> Total: 1			Add row Delete row Comprehensive revision Download					
Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area	* Application...	Day and time of	
2100231	(주)CNP Cosmetics ...	cosmetics 빌딩 1F	들근_위치	Door	Control Area	Total	2024-01-20 18:2	

Figure 9-11. Pop-up for managing accessible doors911

- ④ The entrance door is inquired by the number of buildings and floors included in the policy.
 - You can search for the entrance door by entering text in the search bar at the top left

► Add an entrance door

The method of adding an entrance door to the entry permission policy is as follows.

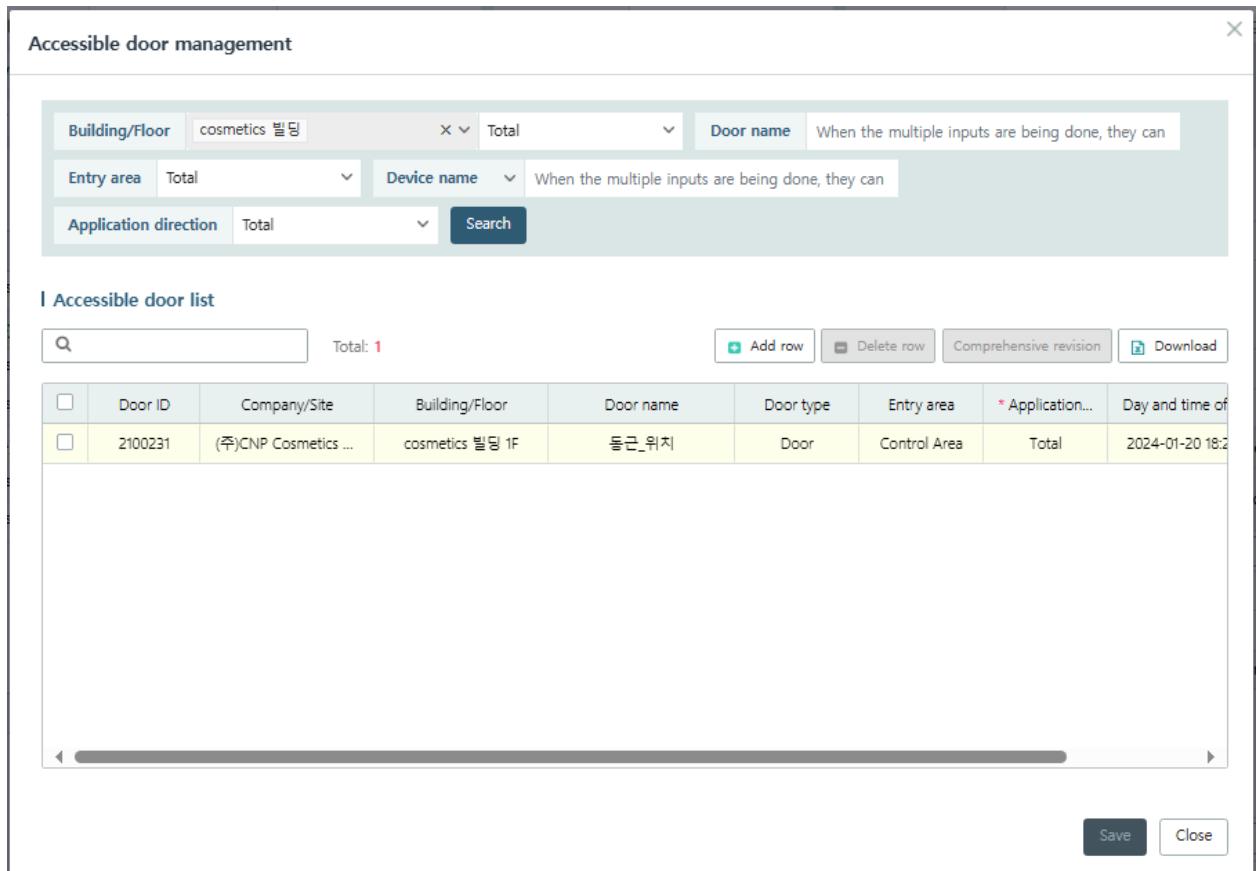


Figure 9-12. Accessible Door Management Pop-up912

- ① On the entry permission policy list screen, view the list + detailed type, and then click the building button in the details door section.
- ② In the Accessible Door Management pop-up, click button.
- ③ The installation location search pop-up will query the list of all entrances to the building. Find and select the door you want to add, click the button , and it will be added to the list you want to add.

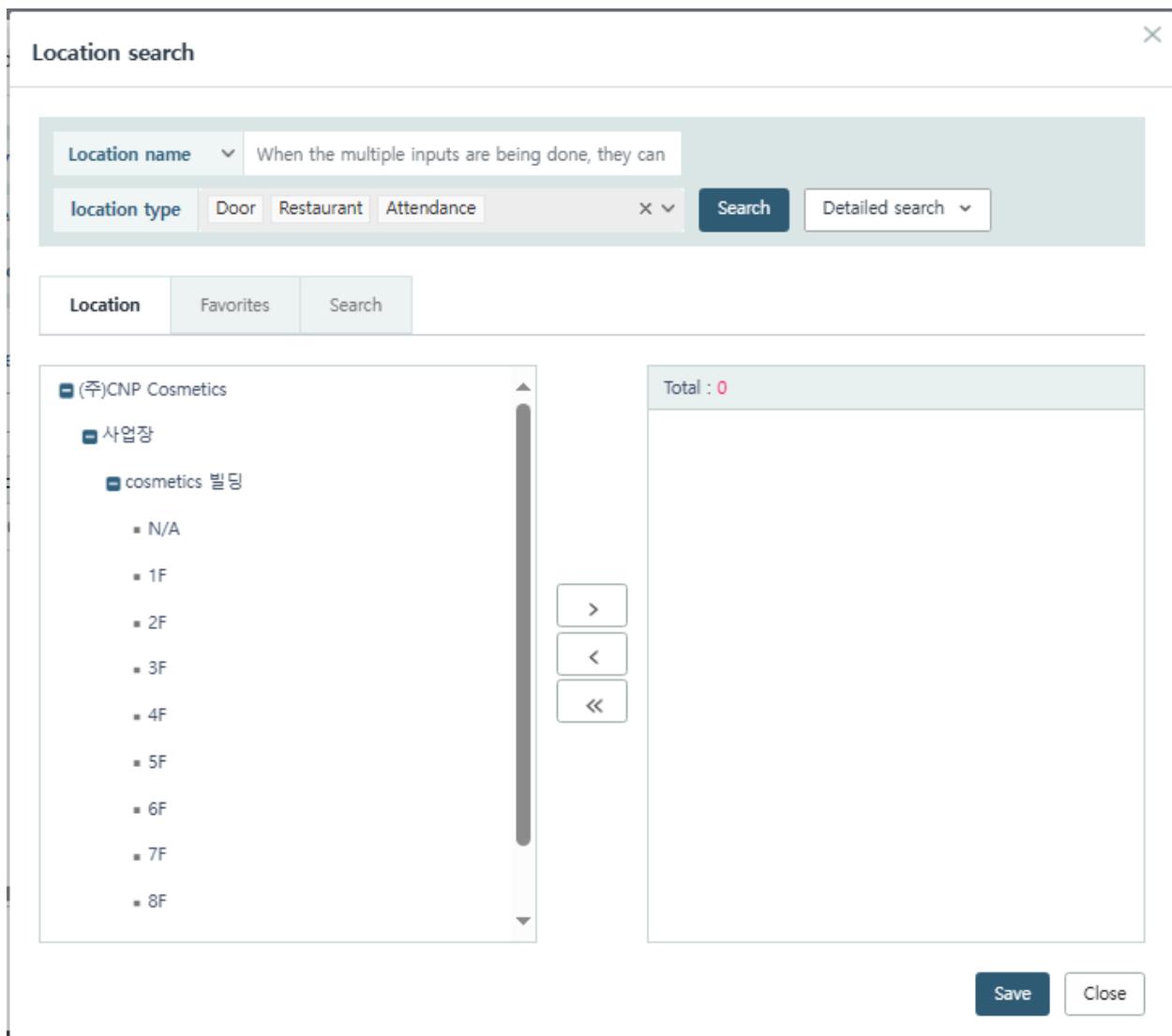


Figure 9-13. Installation location search pop-up913

- ④ Or enter the door you want to add directly into the search criteria.
 - Select and enter the installation location name and installation location ID as the basic search condition
 - Enter connected equipment information, entrance station, and current status of the entrance door as detailed search conditions
- ⑤ Select the doors to add from the searched door list with Ctrl+Mouse Click, and then click the button to add them to the Add list on the right.
- ⑥ You can also select the entrance door from the Favorites tab.
- ⑦ Adding an entrance door to a favorite can be done in the [Location/Device>Location Management] menu.
- ⑧ When you're done selecting the doors you want to add, click the button .

- ⑨ The door will be added to the list of accessible door management pop-ups and click the **Save** button again to complete the addition of the door. However, the time zone of the logged-in user and the time zone of the equipment registered at the door (installation location) to be added must match.

▶ Excel Download

You can download and check the list of doors included in the entry permission policy in Excel. The following is how to download the door list excel.

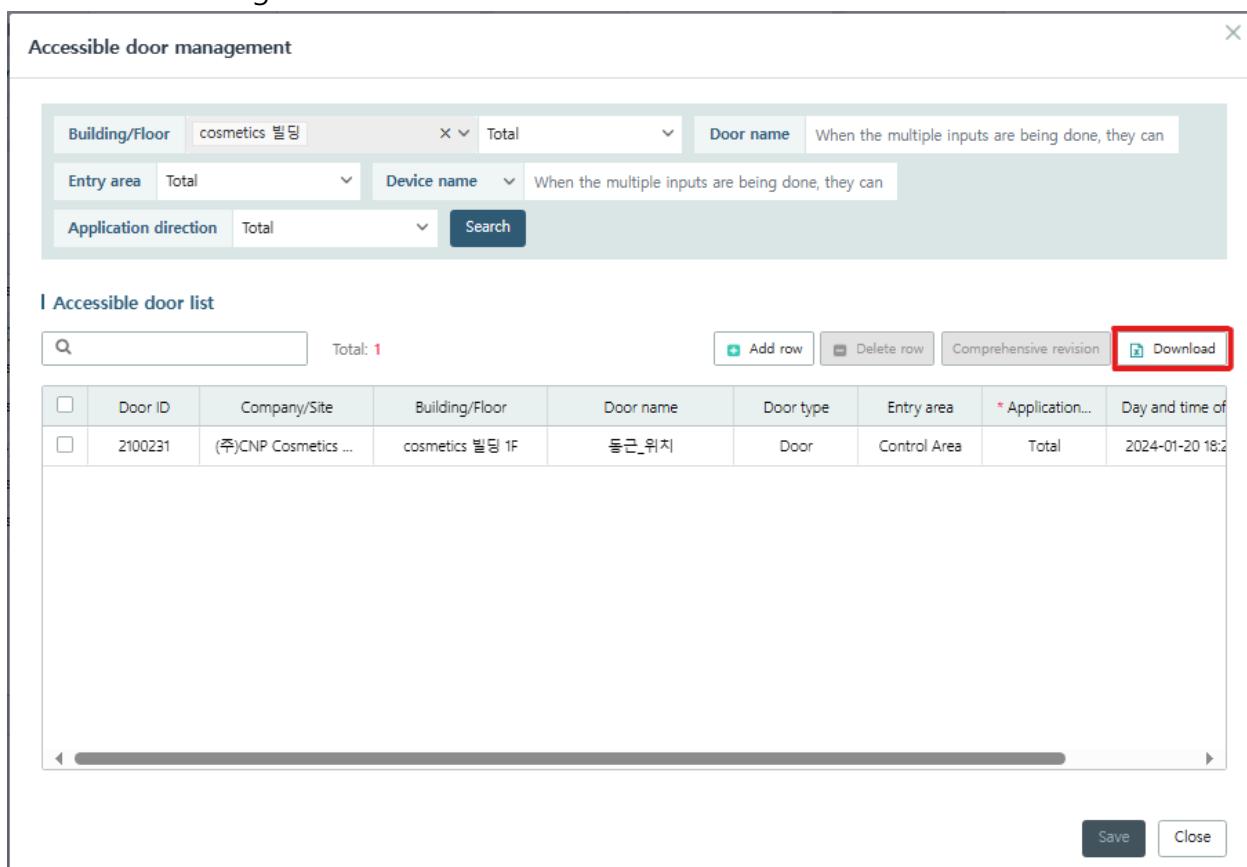


Figure 9-14. Pop-up for access door management914

- ① Click the button **Download** on the entry permission policy detail screen to download the Excel file.
- ② When you open the Excel file, you can see the list of doors.

A	B	C	D	E	F	G	H	I
Door ID	Company/Building/Flo	Door name	Door type	Entry area	Application direc	Day and time of	Modifier	
2100231	(주)CNP Cosmetics	cosmetics 빌딩 1F	등근_위치	Door	Control Area	Total	2024/01/20 18:20	이동근

Figure 9-15. Excel list of doors915

► Modify the door

When adding an entrance door, the direction that can be accessed is reset to IN, and you can modify the direction that can be accessed. You can also select multiple doors and edit them in batches. Here's how to do it.

The screenshot shows a 'Accessible door management' pop-up window. At the top, there are search filters for 'Building/Floor' (cosmetics 빌딩), 'Door name' (When the multiple inputs are being done, they can), 'Entry area' (Total), and 'Device name' (When the multiple inputs are being done, they can). Below the filters is a search bar with 'Application direction' (Total) and a 'Search' button. The main area is titled 'Accessible door list' and contains a table with one row. The table columns are: Door ID, Company/Site, Building/Floor, Door name, Door type, Entry area, Application direction, and Day and time of. The single row shows: 2100231, (주)CNP Cosmetic..., cosmetics 빌딩 1F, 동근_위치, Door, Control Area, Total, and 2024-01-20 18. The 'Comprehensive revision' button is highlighted with a red box. At the bottom right are 'Save' and 'Close' buttons.

Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area	* Application...	Day and time of
2100231	(주)CNP Cosmetic...	cosmetics 빌딩 1F	동근_위치	Door	Control Area	Total	2024-01-20 18

Figure 9-16. Bulk modification of pop-up management of accessible doors916

- ① Select the door you want to modify the access direction from the Manage Accessible Doors pop-up and click the Bulk Edit button.

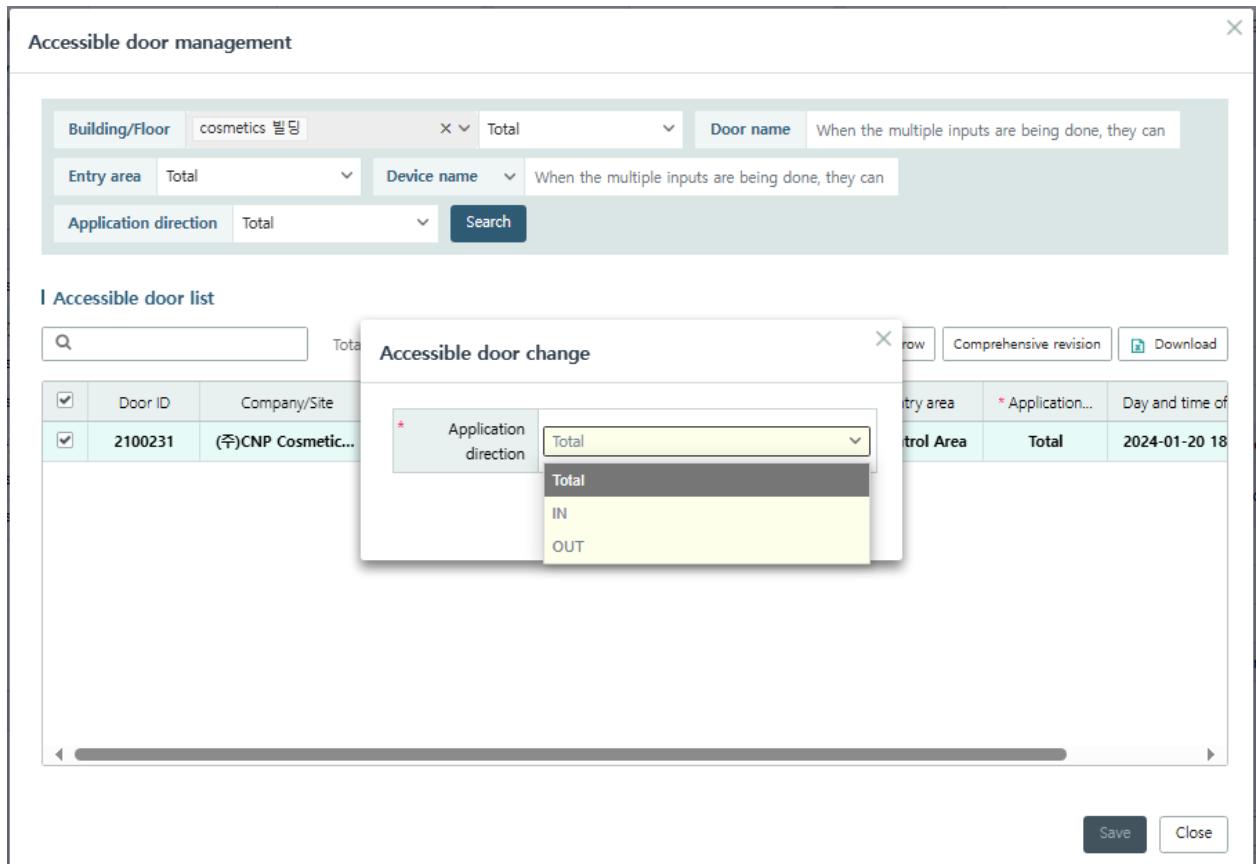


Figure 9-17. Pop-up Modification of Accessible Door9-17

- ② A pop-up for the modification of the accessible door will appear, and select the application direction from IN, All, and OUT.
- ③ When you are done editing, click the button **Save**.
- ④ The direction of application to the list of accessible doors will be modified. Click the button **Save** again.

Accessible door management													
Building/Floor		cosmetics 빌딩		Total	Door name	When the multiple inputs are being done, they can							
Entry area	Total	Device name	Total <td data-cs="5" data-kind="parent">When the multiple inputs are being done, they can</td> <td data-kind="ghost"></td> <td data-kind="ghost"></td> <td data-kind="ghost"></td> <td data-kind="ghost"></td>	When the multiple inputs are being done, they can									
Application direction	Total	Search											
I Accessible door list													
<input type="text" value="Q"/> Total: 1 Add row Delete row Comprehensive revision Download													
Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area	* Application...	Day and time of						
2100231	(주)CNP Cosmetic...	cosmetics 빌딩 1F	등근_위치	Door	Control Area	Total	2024-01-20 18						

Figure 9-18. Correction of the application direction of the accessible door918

- ⑤ The correction of the application direction of the door is completed.

▶ Deleting a Door

- ① The method of deleting the door from the entry permission policy is as follows.
- ② Select the door you want to delete from the Manage Accessible Doors pop-up and click the button  .
- ③ The door will be removed from the list of accessible doors.
- ④ Click the button  to complete the deletion.

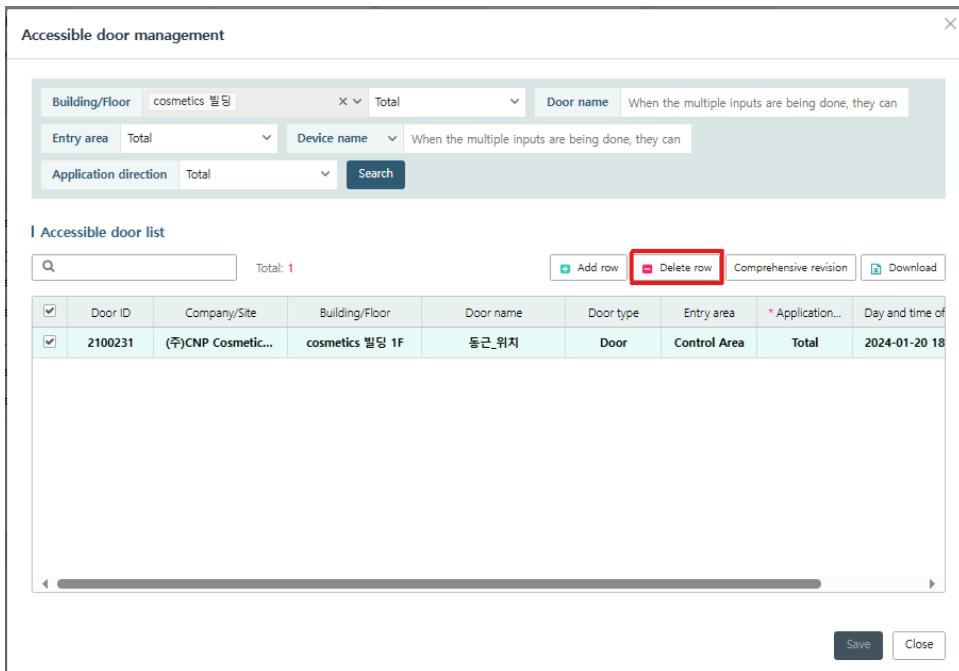


Figure 9-19. Exit Gate Management Row Deletion9-19

9.1.6 Entry Permission Policy Access Rules

The access permission policy manages access rights with three access rules as follows.

① Entry level access rules: Grant access authority according to the access level of the authentication medium

- Level matching: Only authentication media that matches the access level registered in the access rules can enter.
- Level or higher: All authentication media that are equal to or higher than the access level registered in the access rules can be entered.

② Personnel information entry rules: Grant access authority according to the user's personnel information

- It can be set with information such as company, site, user type, department, position, etc.

③ Individual user entry rules: Grant access rights to specific users

You can check how to access the access rule management screen by searching in the list + detailed type on the access permission policy list screen.

The screenshot shows the 'Entry permission policy list' screen. At the top, there are search filters for 'Company/Site' (set to '(주)CNP Cosmetics'), 'Entry level' (set to 'Door name'), 'Entry schedule' (set to 'Total'), 'Entry policy name' (set to 'When the multiple inputs are being done, they can'), and 'User name' (set to 'When the multiple inputs are being done, they can'). Below the filters is a table titled 'Entry permission policy list' with 7 entries per page. The table columns include 'Company/Site', 'Entry policy name', and 'Door'. The first row shows '(주)CNP Cosmetics 사업장' with '카드정책' as the entry policy name. The second row shows '(주)CNP Cosmetics 사업장' with 'o o' as the entry policy name. The third row shows '(주)CNP Cosmetics 사업장' with 'Testpcls' as the entry policy name. The fourth row shows '(주)CNP Cosmetics 사업장2' with 'Test123' as the entry policy name. The fifth row shows '(주)CNP Cosmetics 사업장' with 'TestF1' as the entry policy name. The sixth row shows '(주)CNP Cosmetics 사업장' with 'TestF2' as the entry policy name. To the right of the table is a detailed view of the first policy, titled 'Basic Information'. It includes fields for Company/Site ('(주)CNP Cosmetics/사업장'), Whether or not to include entrance doors to other businesses ('Usage'), Building ('cosmetics 빌딩'), Policy type ('XID Card policy'), Entry policy name ('카드정책'), Entry schedule ('always'), Delete no access user for longtime ('Not used'), longtime no access period ('longtime no access period'), Explanation (''), Use Interface ('Not used'), Policy Manager (''), Registered information ('2024-01-20 17:46(이동근)'), and Revision information ('2024-08-03 10:03(IDP+ Solution Admin)'). Below this is a 'Detail information' section with tables for 'Entry rules' (containing 'Entry level 2', 'Human resource information 1', and 'Individual user 4'), 'Door' (containing 'cosmetics 빌딩 1'), and 'Accessible users' (containing '4'). At the bottom right are 'New' and 'Delete' buttons.

Figure 9-20. Entry Permission Policy List Screen Entry Rules9-20

If you click the button of each access rule, the access rule management screen will appear. The number shown on each button is the total number of registered access rules. From the explanation below, each access rule management pop-up screen is the default start screen.

[Entry Level Entry Rules]

▶ Entry Level Entry Rule Inquiry

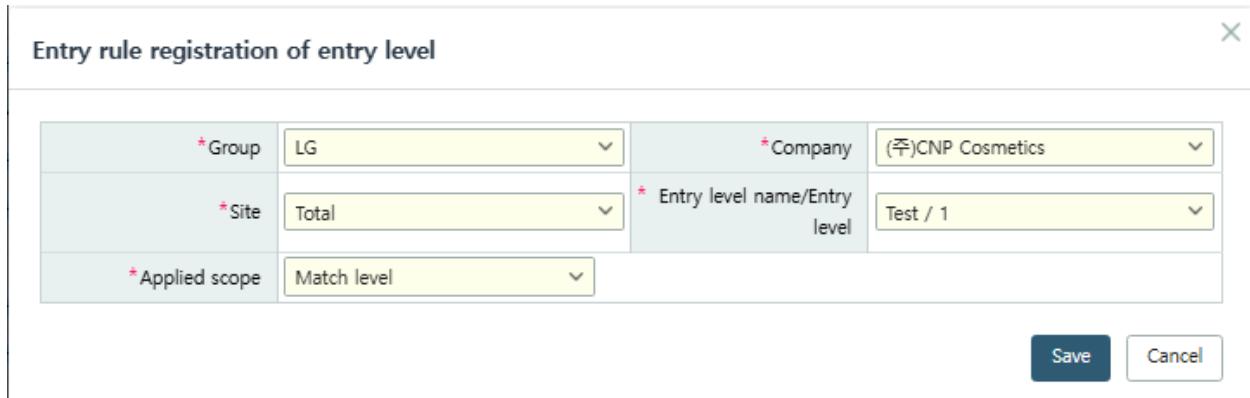
Group	Company	Site	Entry level name	Entry level	Applied scope	Number of ...
LG	(주)CNP Co...	ALL	Test	1	Match level	0
LG	(주)CNP Co...	ALL	방문자	100	Match level	0

Figure 9-21. Entry Level Entry Rule Management9-21

- ① Click the entry level pop-up button .
- ② The Entry rule management of entry level pop-up will appear, and the entire list of registered access rules will be viewed.
- ③ By entering the company, site, access level name, and application scope(level matching/level or higher) search conditions, you can search in the list.
 - The number of users applied to the access rules of the relevant access level is inquired.

▶ New registration of entry level entry rules

- ① Click the button  on the Entry rule management of entry level screen.



The dialog box has the following fields:

*Group	LG	*Company	(주)CNP Cosmetics
*Site	Total	* Entry level name/Entry level	Test / 1
*Applied scope	Match level		

Buttons: Save, Cancel

Figure 9-22. Registration of entry level22-

- ② When the registration of entry rule registration of entry level pop-up appears, select the group, company, site, entry level, and scope of application of the entry level to register.
- ③ After entering everything, click the button  to complete the new registration of the access rules.

▶ Download the entry level entry rule list

- ① Click the button  on the Entry level access rule management screen.

	A	B	C	D	E	F	G
1	Group	Company	Site	Entry level name	Entry level	Applied scope	Number of users
2	LG	(주)CNP Cosmetics	ALL	Test	1	Match level	0
3	LG	(주)CNP Cosmetics	ALL	방문자	100	Match level	0

Figure 9-23. Access Level Access Rules Excel Download9-23

- ② The list of access rules for the access level is downloaded as an Excel file.

▶ Modification of entry level entry rules

- ① Click the row of access rules you want to edit on the entry level entry rule management screen.

Entry rule modification of entry level

* Group	LG	* Company	(주)CNP Cosmetics
* Site	Total	* Entry level name/Entry level	Test / 1
Applied scope	Match level		
Registered information	devtest1 (2024-09-05 12:21)	Revision information	devtest1 (2024-09-05 12:21)
<input type="button" value="Save"/> <input type="button" value="Cancel"/>			

Figure 9-24. Modification of the access rules for the access level9-24

- ② The edit access rule pop-up will appear, and the items that can be modified (group, company, site, access level) will be opened.
- ③ Select the change item and click the button  to complete the edit of the access rule.

▶ Copy of entry level entry rules

The copy access rule function can be used quickly and easily when you want to register a new access rule similar to the previously registered entry rule.

- ① Check the access rules you want to copy on the entry level of the entry rule management screen.
- ② Click button .

Entry rule registration of entry level

* Group	LG	* Company	(주)CNP Cosmetics
* Site	Total	* Entry level name/Entry level	Test / 1
* Applied scope	Match level		
<input type="button" value="Save"/> <input type="button" value="Cancel"/>			

Figure 9-25. Copy of access level access rules9-25

- ③ In the registration pop-up of the access level access rules, each item will appear with the same selection as the copied access rules. Select the access rule information to register and click the button  to complete the new registration.

► Deletion of access level access rules

- ① Select the access rule you want to delete on the entry level management screen.

- ② Click button

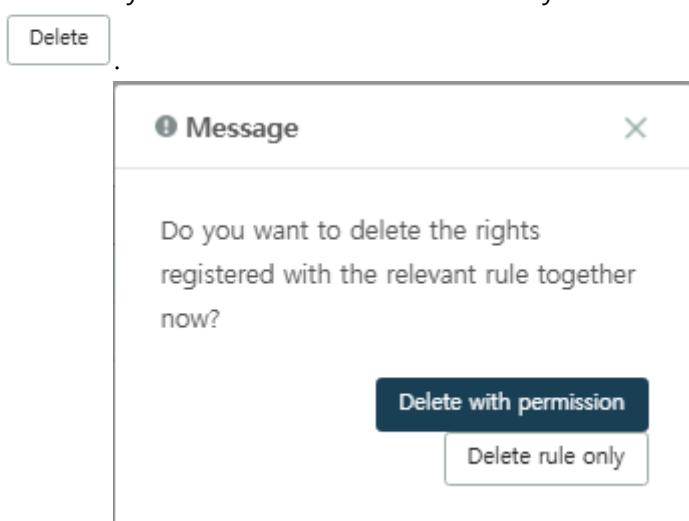


Figure 9-26. Message for deletion of access rules for access level9-26

- ③ If you 'Delete with permission', the policy is sent in real time to the terminals included in the policy, and the access rights are immediately reclaimed. If you 'delete only rules', only the access rules are deleted and the policy is not transmitted to the terminal, so the access rights are maintained until the access policy synchronization is deployed in the early morning.

[Personnel Information Entry Rules]

► Personnel Information Entry Rule Inquiry

Company	Total	Automatic deletion	Total
Entry rules	Department name	When the multiple inputs are being done, they can	Search

	Compa...	User type	Entry rules	User	Autom...	Start day and t...	End date and ...	Synchronization
<input type="checkbox"/>	(주)CN...	Full time e...	ddd	5	Not used	2024-07-24	9999-12-31	Synchronization

New Copy Delete Close

Figure 9-27. Management of personnel information access rules9-27

- ① Click the personnel information access rule pop-up button
- ② The Manage Personnel Information Access Rules pop-up will appear, and the entire list of registered access rules will be viewed.
- ③ Search conditions such as company, site, department, position, user type, and gender can be searched in the list

► New registration of personnel information entry rules

- ① Click the button on the Manage Personnel Information Access Rules screen.

Entry rule registration of human resource information

! Corresponding personnel can have access from the day after the access rule of personnel information is registered.
 ! If you have to access urgently, click the 「synchronization now」 button immediately after adding the entrance rules. (However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

* Company	(주)CNP Cosmetics	* User type	Full time employee		
* Entry rules					
Site	Not set				
Department	<input type="text"/> Q	<input type="checkbox"/> Subdivision included			
Appointment	Total				
Job	Total				
Work department	<input type="text"/> Q	<input type="checkbox"/> Subdivision included			
Gender	Not set				
User status	Total				
* Entry validity period	<input type="text"/>	1 week	1 month	1 year	No limit
* Authority is automatically deleted or not if personnel information is changed	<input checked="" type="radio"/> <p>! If personnel information changes when setting it up as automatic deletion, the authority will be deleted from the day after the changed date and access will be impossible.</p>				

Save **Cancel**

Figure 9-28. Registration of personnel information access rules9-28

- ② When the registration of personnel information access rules pop-up appears, select the personnel information company, user type, site, department, position, gender, and expiration date to be registered.
- ③ After entering everything, click the button **Save** to add it to the entry rule list.
- ④ Click button **Synchronization**. You must click the button to count the number of users and grant access rights.

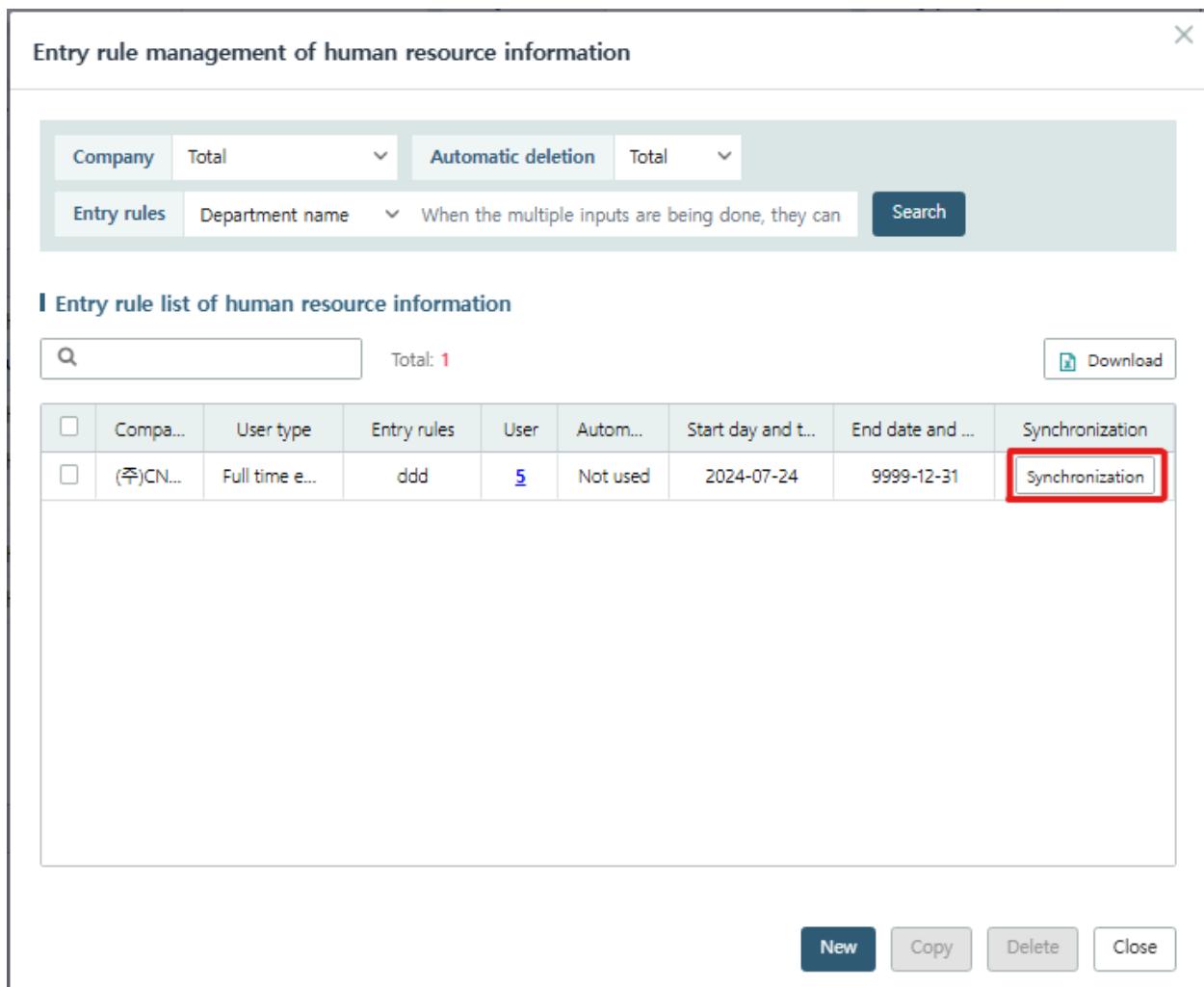


Figure 9-29. Personnel Information Entry Rule Sync Button9-29

► Download the list of personnel information entry rules

- ① Click the button  on the Manage Personnel Information Access Rules screen.

	A	B	C	D	E	F
1	Company	User type	Entry rules	User	Start day and time	End date and time
2	(주)CNP Cosmetics	Full time employee	ddd	5	2024-07-24	9999-12-31

Figure 9-30. Personnel Information Entry Rules Excel Download9-30

- ② The list of personnel information entry rules is downloaded as an Excel file.

► Modification of personnel information entry rules

- ① Click the entry rule row you want to edit on the Manage Personnel Information Access Rules page.

Entry rule revision of human resource information

! Corresponding personnel can have access from the day after the access rule of personnel information is registered.
 ! If you have to access urgently, click the 「synchronization now」 button immediately after adding the entrance rules.
 (However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

* Company	(주)CNP Cosmetics	* User type	Full time employee		
* Entry rules	ddd				
Site	Not set				
Department	<input type="text"/> Q	<input type="checkbox"/> Subdivision included			
Appointment	Total				
Job	Total				
Work department	<input type="text"/> Q	<input type="checkbox"/> Subdivision included			
Gender	Not set				
User status	Normal				
* Entry validity period	<input type="text"/> 2024.07.24 - 9999.12.31	<input type="button"/> 1 week	<input type="button"/> 1 month	<input type="button"/> 1 year	<input type="button"/> No limit
* Authority is automatically deleted or not if personnel information is changed	<input checked="" type="radio"/> ⓘ If personnel information changes when setting it up as automatic deletion, the authority will be deleted from the day after the changed date and access will be impossible.				
Synchronization information	2024-09-05 12:16 (devtestoss) <input type="button"/> View history				
Registered information	2024-07-24 10:34 (이동근)	Revision information	2025-06-03 16:07 (Dong Ngoc Hieu)		
<input type="button"/> Save <input type="button"/> Cancel					

Figure 9-31. Modification of personnel information access rules9-31

- ② The Entry rule revision of human resource information pop-up will appear, and the items that can be edited will be opened.
- ③ If you click the button  after completing the change, the modification will be reflected in the entry rule list.

Entry rule management of human resource information								
Company		Total	Automatic deletion		Total			
Entry rules		Department name	When the multiple inputs are being done, they can					Search
I Entry rule list of human resource information								
<input type="checkbox"/>	Compa...	User type	Entry rules	User	Autom...	Start day and t...	End date and ...	Synchronization
<input type="checkbox"/>	(주)CN...	Full time e...	ddd	5	Not used	2024-07-24	9999-12-31	Synchronization

New **Copy** **Delete** **Close**

Figure 9-32. Synchronization of personnel information entry rules9-32

- ④ Click button **Synchronization**. You must click the button to update the number of users and grant access.

► Copy personnel information entry rules

The personnel information copy function can be used quickly and easily when you want to register a new access rule similar to the previously registered access rule.

- ① Check the access rules you want to copy on the Manage Personnel Information Access Rules screen.
- ② Click button **Copy**.

Entry rule registration of human resource information

! Corresponding personnel can have access from the day after the access rule of personnel information is registered.
 ! If you have to access urgently, click the 「synchronization now」 button immediately after adding the entrance rules.
 (However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

* Company	(주)CNP Cosmetics	* User type	Full time employee		
* Entry rules	ddd				
Site	Not set				
Department	<input type="text"/> Q	<input type="checkbox"/> Subdivision included			
Appointment	Total				
Job	Total				
Work department	<input type="text"/> Q	<input type="checkbox"/> Subdivision included			
Gender	Not set				
User status	Normal				
* Entry validity period	<input type="text"/> 2024.07.24 - 9999.12.31	<input type="button"/> 1 week	<input type="button"/> 1 month	<input type="button"/> 1 year	<input type="button"/> No limit
* Authority is automatically deleted or not if personnel information is changed	<input checked="" type="radio"/> ⓘ If personnel information changes when setting it up as automatic deletion, the authority will be deleted from the day after the changed date and access will be impossible.				
<input type="button" value="Save"/> <input type="button" value="Cancel"/>					

Figure 9-33. Copy of personnel information access rules9-33

③ In the registration pop-up of personnel information access rules, each item is selected in the same as the copied access rules. Select the entry rule information to register and click the button  to complete the new registration.

④ Click button .

► **Deletion of personnel information entry rules**

① Select the access rule you want to delete on the Manage Personnel Information Access Rule screen.

② Click button .

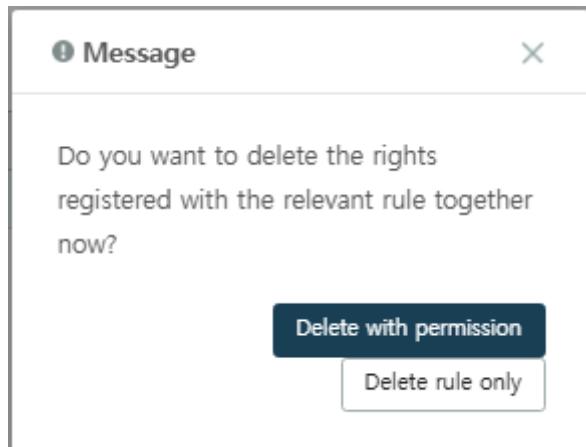


Figure 934 Personnel Information Access Rule Deletion Message9-34

- ③ If you 'Delete with permission', the policy is sent in real time to the terminals included in the policy, and the access rights are immediately reclaimed. If you 'delete only rules', only the access rules are deleted and the policy is not transmitted to the terminal, so the access rights are maintained until the access policy synchronization is deployed in the early morning.

[Individual User Entry Rules]

► View Entry permission by individual users

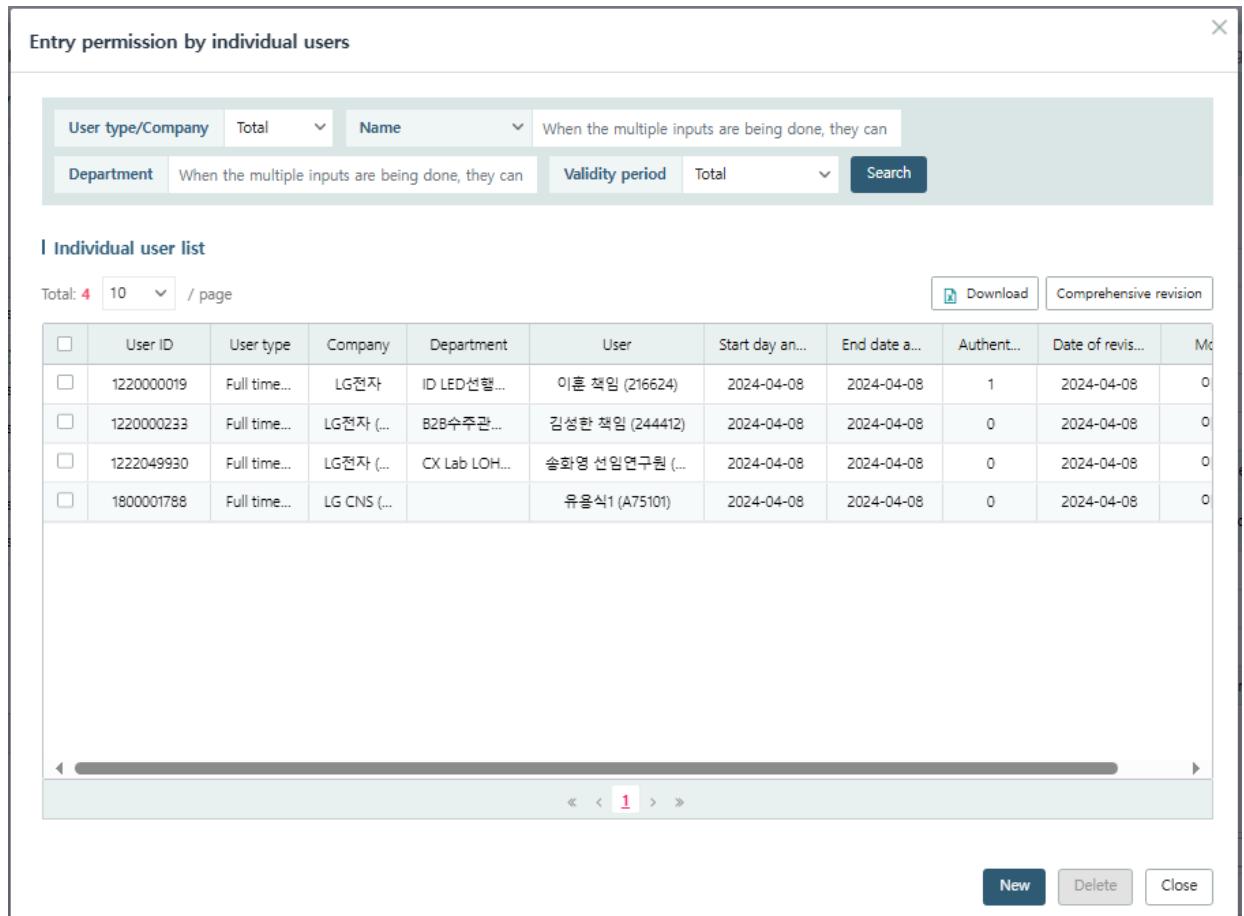
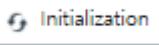
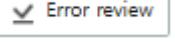


Figure 9-35. Entry permission by individual users screen935

- ① Click the Individual User Access Rules pop-up button .
 - ② A pop-up for individual users will appear, and a list of all registered users will be viewed.
 - ③ You can search in the list by entering search conditions such as user type, company, name, company number, user ID, card ID, department, and expiration date.

► Individual User Registration

- ① Click the button  on the individual user entry permission screen.
 - ② When the Add User pop-up appears, search for the user to register in the user search field and add them to the list of individual users.
 - Search by user type, company, name, company number, user ID, card ID, etc.
 - ③ If you want to delete it again from the list of users you want to add, select the user and click .
 - ④ If you want to save the list of users you want to add in Excel, click the button .

- ⑤ If you want to delete the list altogether, click the button  .
- ⑥ Enter the start and end dates of the validity period, and then select the user to whom the validity period will be applied and click the button  .
 - If not selected, it defaults to 1 year from today.
- ⑦ When you have added all the users to the list, click the button  .
- ⑧ If all are successful, click the button  . Adding individual users to the policy is complete.

Add user

*User search		Executives	Employees of the company	Total	Name
<input type="text" value="devtestoss (devtestoss) / LG CNS"/>					

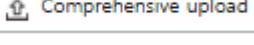
I Individual user list

		Total: 1		 Delete row		 Comprehensive upload		 Initialization		 Error review		 Download
Start date of validity period	 2025.06.03	End date of validity period	 2025.06.10	1 week	1 month	1 year	No limit	 Comprehensive revision				
<input checked="" type="checkbox"/>	Co...	Confirm...	User ID	Card ID	User type	Company	Department	User	* Start date	* End date		
<input checked="" type="checkbox"/>			1850070...		Full time e...	LG CNS		devtestoss (de...)	2025-06-03	2026-06-1...		

Figure 9-36. Adding Users936

► Bulk registration of individual users

- ① On the Add User screen, click the button  .

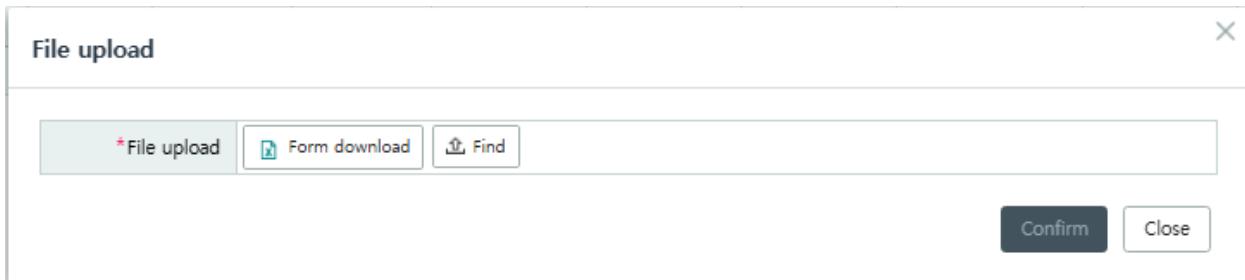


Figure 9-37. Upload File937

- ② A file upload pop-up will appear, click the button

	A	B	C	D	E	F
1	*Company	*User name	*Employee n	Card ID	*Start date	*End date
2	ABC Inc.	John Doe	EXM0001	2000020001	2025-06-03	2026-06-03

Figure 9-38. Individual User Bulk Registration Form938

- ③ Enter the information of the user you want to add to the form and save it.

- ④ On the file upload screen, click to upload the form file.

- ⑤ The list of users entered in the form file is added to the individual user list on the Add User screen.

- ⑥ Click the button to review the errors.

- ⑦ If all are successful, click the button .

▶ Download individual user list

- ① Click the button on the individual user entry permission screen.

	A	B	C	D	E	F	G	H	I	J
1	User ID	User type	Company	Department	User	Start day and time	End date and time	Authentication media	Date of revision	Modifier
2	1220000019	Full time employee	LG전자	ID LED선행영업팀	이준 책임 (216624)	2024-04-08	2024-04-08		1	2024-04-08 16:02 0회수
3	1220000233	Full time employee	LG전자 (LGE)	B2B수주관리Task	김성한 책임 (244412)	2024-04-08	2024-04-08		0	2024-04-08 14:10 0회수
4	1222049930	Full time employee	LG전자 (LGE)	CX Lab LOHAS CX Task	송화영 선임연구원	2024-04-08	2024-04-08		0	2024-04-08 14:42 0회수
5	1800001788	Full time employee	LG CNS (LG CNS)		유용식1 (A75101)	2024-04-08	2024-04-08		0	2024-04-08 14:09 0회수

Figure 9-39. Individual user list Excel download9-39

- ② A list of individual users will be downloaded as an Excel file.

▶ Edit individual users

- ① Select the users you want to edit in the Individual User Access Permission screen.

- ② Click button .

- ③ If you enter the start and end date of the validity period and click the button , the validity period will be modified in batches only for selected users.

► Delete individual users

① Select the user you want to delete from the Individual User Access Permission screen.

② Click button .

③ If you see the message "Do you want to delete?", click "Yes".

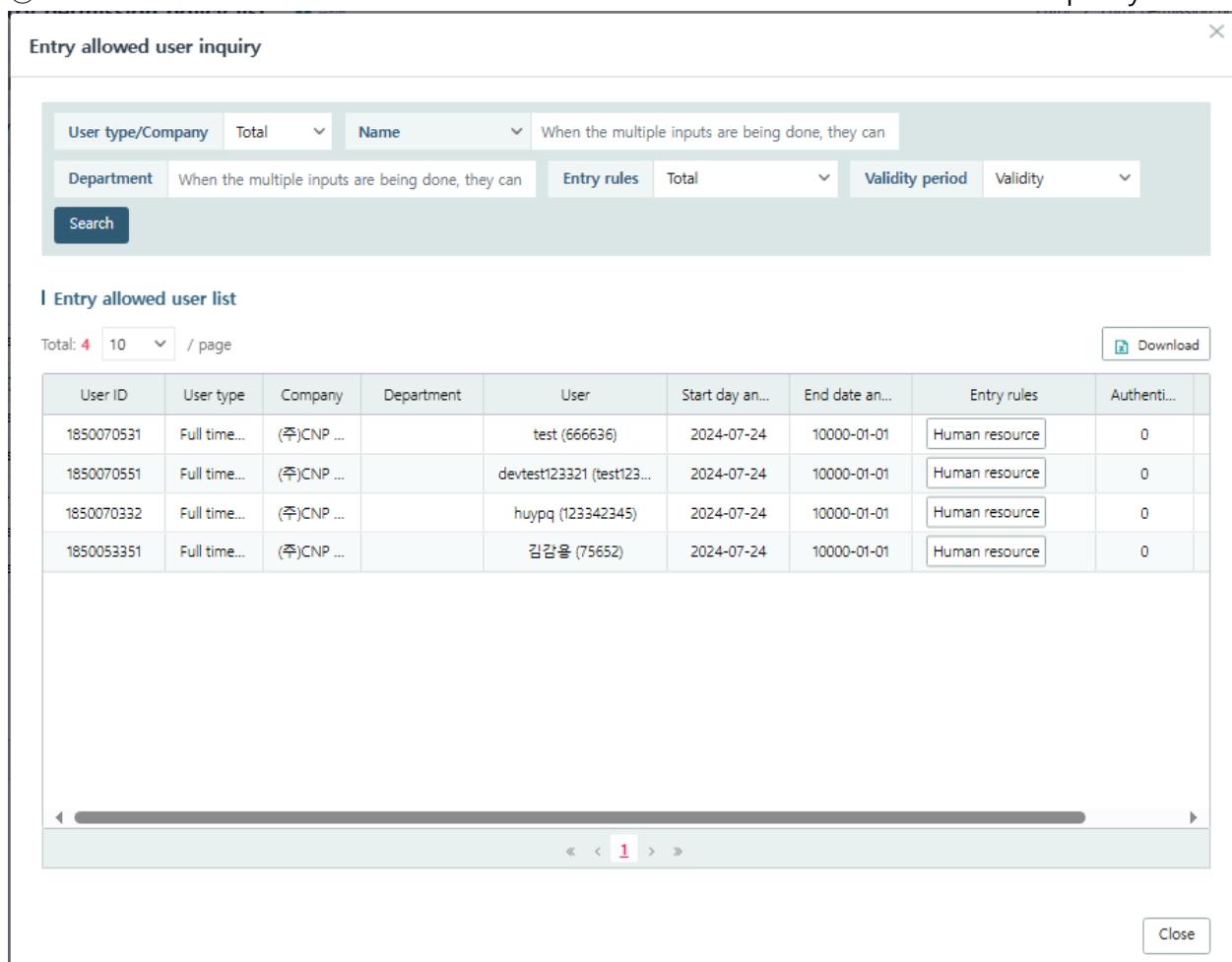
9.1.7 Access Permission Policy Users who can enter

You can collect users included in the policy by different access rules at once in Users who can access.

► View users who can access

① Click the Accessible users pop-up button.

② The number stated on the button is the number of all users included in the policy.



The screenshot shows a pop-up window titled "Entry allowed user inquiry". At the top, there are search filters for "User type/Company", "Total", "Name", and "When the multiple inputs are being done, they can". Below these are filters for "Department", "When the multiple inputs are being done, they can", "Entry rules", "Total", "Validity period", and "Validity". A "Search" button is located at the bottom left of the filter area. The main content area is titled "Entry allowed user list" and displays a table of users. The table has columns: User ID, User type, Company, Department, User, Start day an..., End date an..., Entry rules, and Authenti... (partially visible). There are four rows of data:

User ID	User type	Company	Department	User	Start day an...	End date an...	Entry rules	Authenti...
1850070531	Full time...	(주)CNP ...		test (666636)	2024-07-24	10000-01-01	Human resource	0
1850070551	Full time...	(주)CNP ...		devtest123321 (test123...	2024-07-24	10000-01-01	Human resource	0
1850070332	Full time...	(주)CNP ...		huypq (123342345)	2024-07-24	10000-01-01	Human resource	0
1850053351	Full time...	(주)CNP ...		김감울 (75652)	2024-07-24	10000-01-01	Human resource	0

At the bottom of the table, there is a navigation bar with arrows and page numbers (1, 2, 3, 4, etc.). A "Download" button is located at the top right of the table area. A "Close" button is located at the bottom right of the pop-up window.

Figure 9-40. Viewing Accessible Users940

- ③ A pop-up of users who can access will appear, and a list of all available users will be viewed.

- You can search in the list by entering search conditions such as user type, company name, company number, user ID, card ID, department, access rules, and expiration date.

▶ Add accessible users

- ① Click the button  on the user inquiry screen.
- ② The Add User pop-up screen will appear, and the method of adding a user is the same as the method of adding individual users above. (Refer to new registration of individual users)

▶ Download the list of accessible users

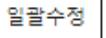
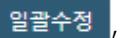
- ① Click the button  on the user inquiry screen.

A	B	C	D	E	F	G	H	I	J
User ID	User type	Company	Department	User	Start day and time	End date and time	Entry rules	Authentication media	Date of revision
1 1850070531	Full time employee	(주)CNP Cosmetics		test (666636)	2024-07-24	9999-12-31	Human resource	0	2025-04-08 4:02
2 1850070551	Full time employee	(주)CNP Cosmetics		devtest123321 (test1234567890)	2024-07-24	9999-12-31	Human resource	0	2025-04-08 4:02
3 1850070332	Full time employee	(주)CNP Cosmetics		huypq (123342345)	2024-07-24	9999-12-31	Human resource	0	2024-08-29 4:02
4 1850053351	Full time employee	(주)CNP Cosmetics		김감귤 (75652)	2024-07-24	9999-12-31	Human resource	0	2024-07-25 4:02

Figure 9-41. Download Excel list of accessible users9-41

- ② The list of users who can access is downloaded as an Excel file.

▶ Modify who can access

- ① Select the users you want to edit on the Accessible users screen.
- Only users added through the individual user access rules can be edited.
- ② Click button .
- ③ If you enter the start and end date of the validity period and click the button , the validity period will be modified in batches only for the selected users.

▶ Delete a user who can access

- ① Select the user you want to delete from the View Users Who Can Access screen.
- ② Click button .
- ③ If you see the message "Do you want to delete?", click "Yes".

9.1.8 Delete access policy

To delete an access policy, both the door and the entry rules included in the policy must be absent. Therefore, in order to delete the policy, you must delete both the door and the access rule before.

The screenshot shows the 'Entry permission policy list' and a detailed view of a specific policy. In the list, there are seven policies. The second one, '카드정책' (Card Policy), is selected. On the right, the 'Basic Information' tab is active, showing details like Company/Site, Policy type (XID Card policy), and Entry schedule (always). The 'Delete' button is highlighted with a red box. Below it, the 'Detail information' tab is shown, listing Entry rules, Door, and Accessible users. The 'Delete' button here is also highlighted with a red box.

Figure 9-42. Removal of the entry permission policy9-42

- ① Click the button on the access permission policy management screen or the details screen.
 - If there is an entrance door or access rules, an error message will occur.
- ② In this case, delete both the door and the access rule and click the button again.

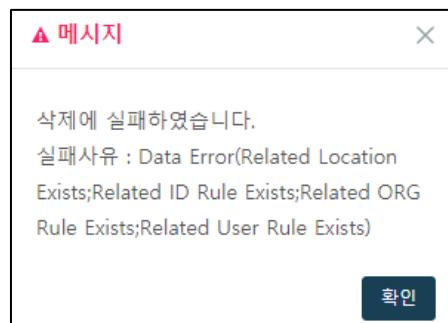


Figure 9-43. Error message for deleting the access permission policy9-43

- ① If you see the message "Do you want to delete?", click "Yes".
- ② The deletion of the entry permission policy has been completed.

9.2 User access policy management

9.2.1 Basic screen configuration

The user access policy management is managed as a policy unit for entry. The basic screen configuration of user access policy management is as follows

The screenshot shows the 'User access policy list' interface. At the top, there is a navigation bar with 'User access policy list' and 'Help'. Below it, a breadcrumb navigation shows 'Entry > User access policy management > User access policy list'. The main area is divided into two sections: 'User' and 'Access Policy List'.

User Section: This section contains a 'User search' field with a dropdown menu set to 'Name' and a search icon. It also includes a 'Photo' placeholder image of a person's head and shoulders, a 'User' section, and a 'Card information' section.

Access Policy List Section: This section has tabs for 'Entry permission policy' (selected), 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. Below the tabs are filters for 'Start date of validity period' (with a calendar icon) and 'End date of validity period' (with a calendar icon), and buttons for '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'. A pagination control 'Total: 0 10 / page' is also present. The table header for the list includes columns: Company/Site, Entry policy name, Policy type, Entry schedule, Door, *Start date, *End date, and Revision information. The table body displays the message 'No data was retrieved.'

At the bottom right of the screen are buttons for 'New', 'Save', and 'Delete'.

Figure 9-44. User access policy management Basic Screen944

- ① Click the Entry > User access policy management menu.
- ② A list of all entry permission policies is viewed

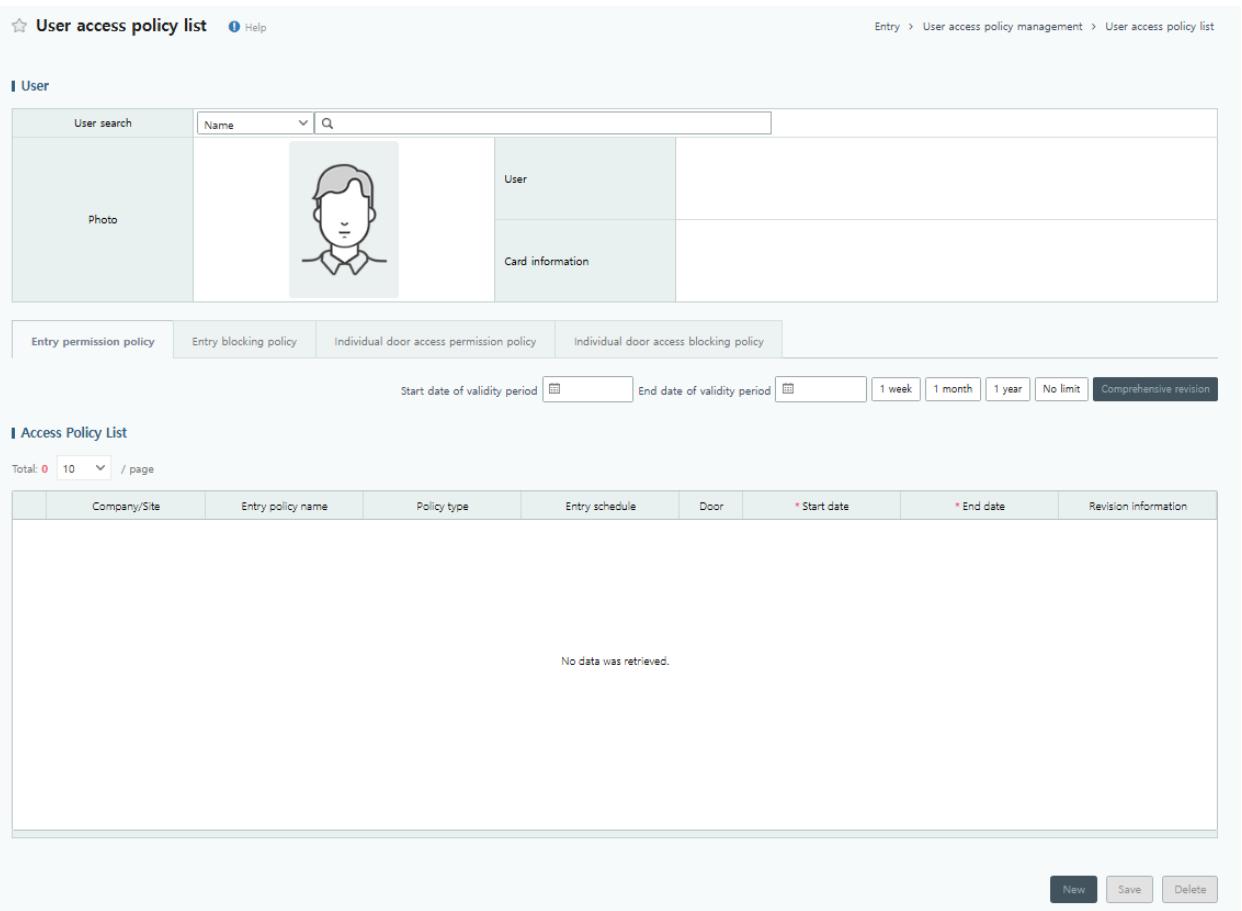


Figure 9-45. Entry permission policy basic screen tab

- ③ The entry booking policy tab will display the basic screen related to the booking policy for the user that will be searched.

The screenshot shows the 'User access policy list' interface. At the top, there's a navigation bar with 'User access policy management' and 'User access policy list'. Below it, a 'User' section displays a user profile with a photo, name 'User', and card information. A tab bar below the profile includes 'Entry permission policy', 'Entry blocking policy' (which is selected), 'Individual door access permission policy', and 'Individual door access blocking policy'. There are also date range and search filters. The main area is titled 'Access Policy List' and shows a table with columns: Company/Site, Entry policy name, Policy type, Door, *Start date, *End date, and Revision information. A message 'No data was retrieved.' is displayed in the table area. At the bottom right are 'New', 'Save', and 'Delete' buttons.

Figure 9-46. Entry booking policy basic screen tab

- ④ In the Personal Door Access Permission Policy tab, the basic screen related to the list of personal door access rights for the user to be searched will be displayed.

The screenshot shows a user access policy list interface. At the top, there's a navigation bar with 'User access policy list' and 'Help'. Below it, a 'User' section displays a user profile with a photo placeholder, name 'User', and card information. A tabs menu at the bottom of this section includes 'Entry permission policy', 'Entry blocking policy', 'Individual door access permission policy' (which is selected), and 'Individual door access blocking policy'. Below the tabs are date selection fields for validity period and a 'Comprehensive revision' button. The main area is titled 'Access Policy List' and shows a table header with columns: Total: 0, 10 / page, Entry policy name, Company/Site, Building/Floor, * Application, * Entry schedule, Door name, * Start date, * End date, and Revision information. A message 'No data was retrieved.' is displayed in the center of the table area. At the bottom right are 'New', 'Save', and 'Delete' buttons.

Figure 9-47. Individual door access permission policy basic screen tab

- ⑤ In the Personal Admission Reservation Policy tab, the basic screen related to the personal admission reservation list of the user to be searched will be displayed.

>User access policy list Help

Entry > User access policy management > User access policy list

User

User search Name

Photo		User	Card information
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Entry permission policy Entry blocking policy Individual door access permission policy Individual door access blocking policy

Start date of validity period End date of validity period

Access Policy List

Total: 0 10 / page

Entry policy name	Company/Site	Building/Floor	*Application ...	Door name	*Start date	*End date	Revision information
No data was retrieved.							

New Save Delete

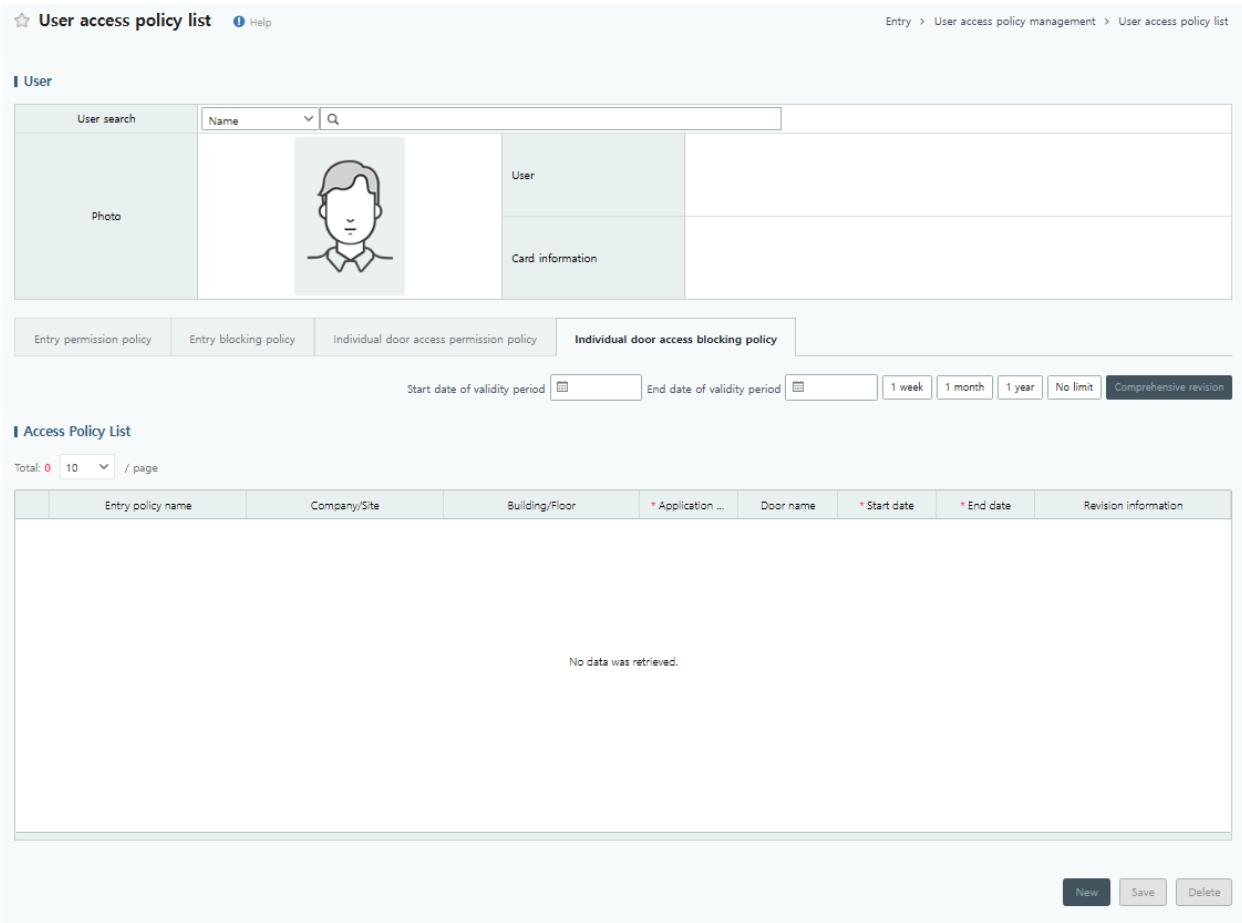


Figure 9-48. Individual door access booking policy basic screen tab

9.2.2 User access policy inquiry

► View entry permission policy

The screenshot shows the 'User access policy list' interface. At the top, there is a search bar with the placeholder 'Name' and a dropdown arrow, containing the text 'devtest123321 (test1234567890) / (주)CNP Cosmetics'. Below the search bar, there is a user profile card for 'devtest123321 (test1234567890) / (주)CNP Cosmetics / Normal'. The card includes a photo placeholder, the user name, and a 'Card information' section. Below the card, there are four tabs: 'Entry permission policy' (selected), 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. A date range selector shows 'Start date of validity period: 2025.07.01' and 'End date of validity period: 2025.07.19', with buttons for '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'. The main content area is titled 'Access Policy List' and displays a table of policies. The table has columns: Company/Site, Entry policy name, Policy type, Entry schedule, Door, Start date, End date, and Revision information. Two entries are listed:

Company/Site	Entry policy name	Policy type	Entry schedule	Door	Start date	End date	Revision information
(주)CNP Cosmetics 사업장	카드정책	XID Card policy	always	1	2025-07-01	2025-07-20	Tran Nhu Son (2025-07-27...)
(주)CNP Cosmetics 사업장	○ ○	XID Card policy	always	0	2025-07-01	2025-07-20	Tran Nhu Son (2025-07-27...)

At the bottom right of the table area are buttons for 'New', 'Save', and 'Delete'.

Figure 9-49. Entry permission policy tab

After pressing the Entry permission policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the permission policy list that meets the conditions.

Basic search criteria	User name	<ul style="list-style-type: none"> - Select single option: user name/employee number/card ID and enter - When selecting user custom, you can select multiple specific users in the pop-up
-----------------------	-----------	---

► View entry booking policy

The screenshot shows the 'User access policy list' page. At the top, there is a search bar with the name 'devtest123321 (test1234567890) / (주)CNP Cosmetics'. Below the search bar, there is a user profile section with a photo placeholder, the user name 'User', and the card information 'devtest123321 (test1234567890) / (주)CNP Cosmetics / Normal'. Below this, there are tabs for 'Entry permission policy', 'Entry blocking policy' (which is selected), 'Individual door access permission policy', and 'Individual door access blocking policy'. A date range selector for the validity period is also present. The main content area displays a table titled 'Access Policy List' with one row of data. The table columns include Company/Site, Entry policy name, Policy type, Door, Start date, End date, and Revision information. The single row shows '(주)CNP Cosmetics 사업장', 'ff', 'XID Policy', 'Door', '2025-07-27', '2025-08-03', and 'Tran Nhu Son (2025-07-27 13:14)'. At the bottom right, there are buttons for 'New', 'Save', and 'Delete'.

Figure 9-50. Entry booking policy tab

After pressing the Entry booking policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the booking policy list that meets the conditions.

Basic search criteria	User name	<ul style="list-style-type: none"> - Select single option: user name/employee number/card ID and enter - When selecting user custom, you can select multiple specific users in the pop-up
-----------------------	-----------	---

► View Individual door access permission policy

Entry permission policy	Entry blocking policy	Individual door access permission policy	Individual door access blocking policy
		Start date of validity period: <input type="text"/> End date of validity period: <input type="text"/> <input type="button" value="1 week"/> <input type="button" value="1 month"/> <input type="button" value="1 year"/> <input type="button" value="No limit"/> <input type="button" value="Comprehensive revision"/>	

Total: 1 10 / page	Entry policy name	Company/Site	Building/Floor	* Application	* Entry schedule	Door name	* Start date	* End date	Revision information
	카드정책	(주)CNP Cosmetics 사업장	cosmetics 빌딩 1F	Total	always	동근_위치	2025-07-01	2025-07-20	Tran Nhu Son (2025-07-27...)

« < 1 > »

New Save Delete

Figure 9-51. Individual door access permission policy tab

After pressing the Individual door access permission policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the Individual door access permission policy list that meets the conditions.

Basic search criteria	User name	<ul style="list-style-type: none"> - Select single option: user name/employee number/card ID and enter - When selecting user custom, you can select multiple specific users in the pop-up
------------------------------	------------------	---

► View Individual door access booking policy

The screenshot shows the 'User access policy list' interface. At the top, there's a search bar with the query 'devtest123321 (test1234567890) / (주)CNP Cosmetics'. Below the search bar, a user profile is displayed with a placeholder photo, the name 'devtest123321 (test1234567890) / (주)CNP Cosmetics / Normal', and a 'Card information' section.

Below the user profile, there are tabs: 'Entry permission policy', 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. The 'Individual door access blocking policy' tab is selected, indicated by a dark background.

Underneath the tabs, there are date selection fields for 'Start date of validity period' and 'End date of validity period', along with time-related buttons like '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'.

The main content area is titled 'Access Policy List' and shows a table with two entries:

<input type="checkbox"/>	Entry policy name	Company/Site	Building/Floor	*Application ...	Door name	*Start date	*End date	Revision information
<input type="checkbox"/>	Individual door policy	(주)CNP Cosmetics 사업장	cosmetics 빌딩 1F	Total	등근_위치	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27 13:22)
<input type="checkbox"/>	Individual door policy	(주)CNP Cosmetics 사업장	cosmetics 빌딩 1F	Total	등근_업무_위치	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27 13:22)

At the bottom right of the table are navigation buttons: '<', '>', '1', and '>>'. Below the table are three buttons: 'New', 'Save', and 'Delete'.

Figure 9-52. Individual door access booking policy tab

After pressing the Individual door access booking policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the Individual door access booking policy list that meets the conditions.

Basic search criteria	User name	<ul style="list-style-type: none"> - Select single option: user name/employee number/card ID and enter - When selecting user custom, you can select multiple specific users in the pop-up
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9.2.3 Add user access policy management

► Add entry permission policy

- ① After pressing the Entry permission policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the permission policy list that meets the conditions.

The screenshot shows the 'User access policy list' interface. At the top, there is a search bar with the query 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. Below the search bar, a user profile is displayed with a placeholder photo, the name 'User', and the details 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀 / Normal'. Below this, there are tabs for 'Entry permission policy', 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. A date range selector for the validity period is also present. The main area is titled 'Access Policy List' and contains a table with columns: Company/Site, Entry policy name, Policy type, Entry schedule, Door, Start date, End date, and Revision information. The table displays the message 'No data was retrieved.' At the bottom right, there are 'New', 'Save', and 'Delete' buttons.

Figure 9-53. Entry permission policy basic screen

- ② Click button .
 ③ The Add entry permission policy popup is shown, search according to the conditions inside the popup then click button .

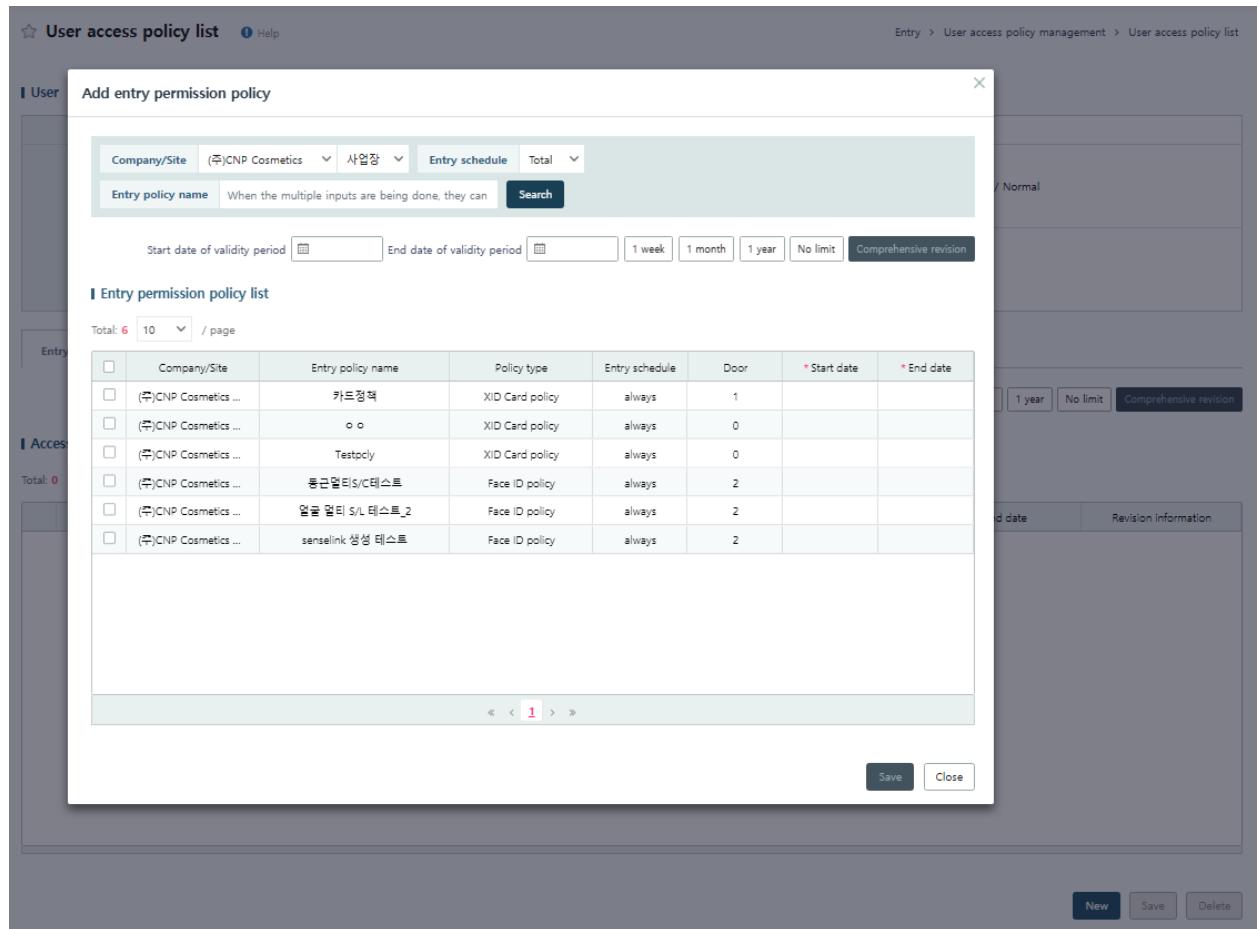


Figure 9-54. Popup add entry permission policy

- ④ After clicking the search button, the data list will be displayed in a table below. You choose the appropriate permission policies to perform further by clicking on the checkbox on the far left of the table.

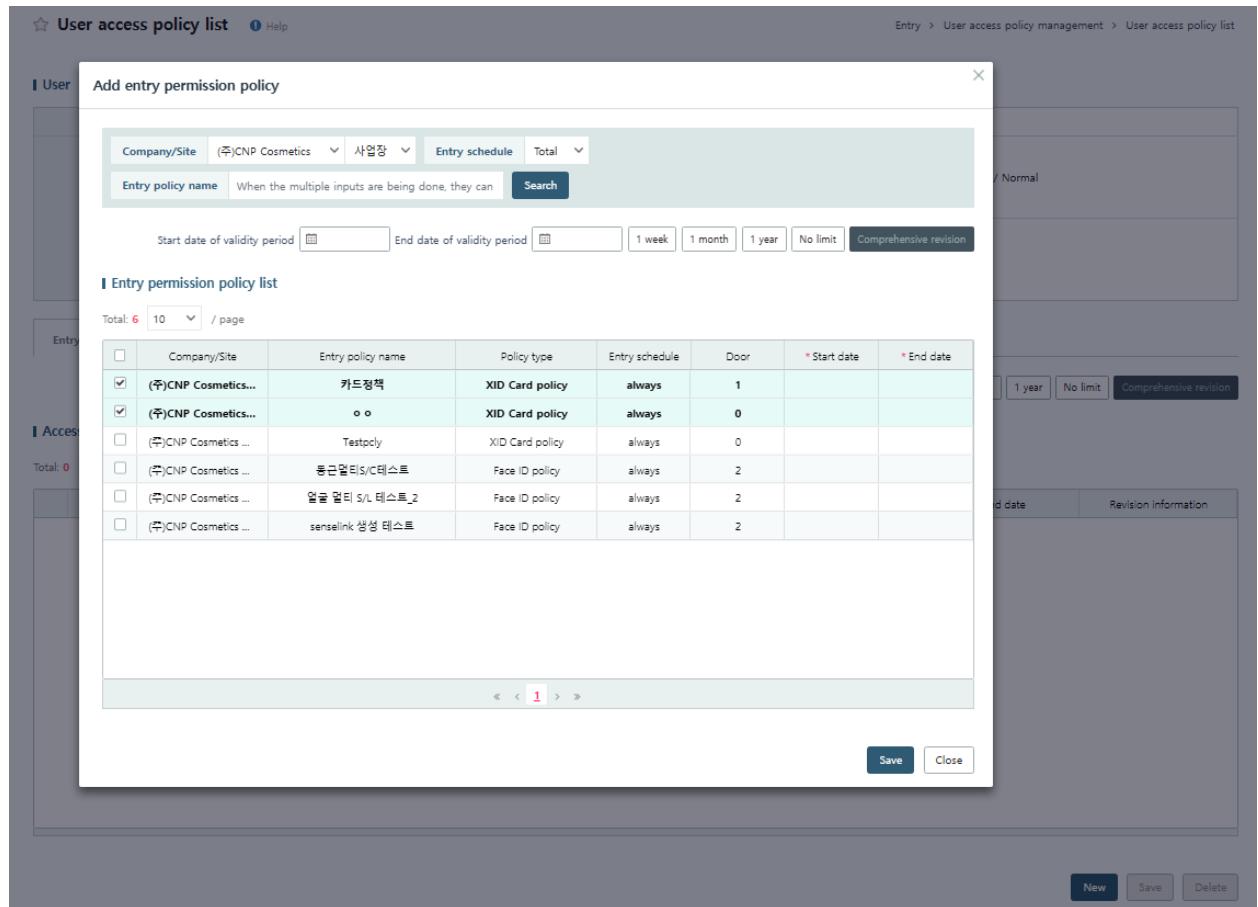


Figure 9-55. Choose the appropriate permission policy

- ⑤ Continue to adjust the start date and end date for the permission policy you just selected by following the steps below and click on button **Comprehensive revision** to apply.

Start date of validity period End date of validity period 1 week 1 month 1 year No limit **Comprehensive revision**

- ⑥ Finally, click on button **Save** to add permission policy for the user.

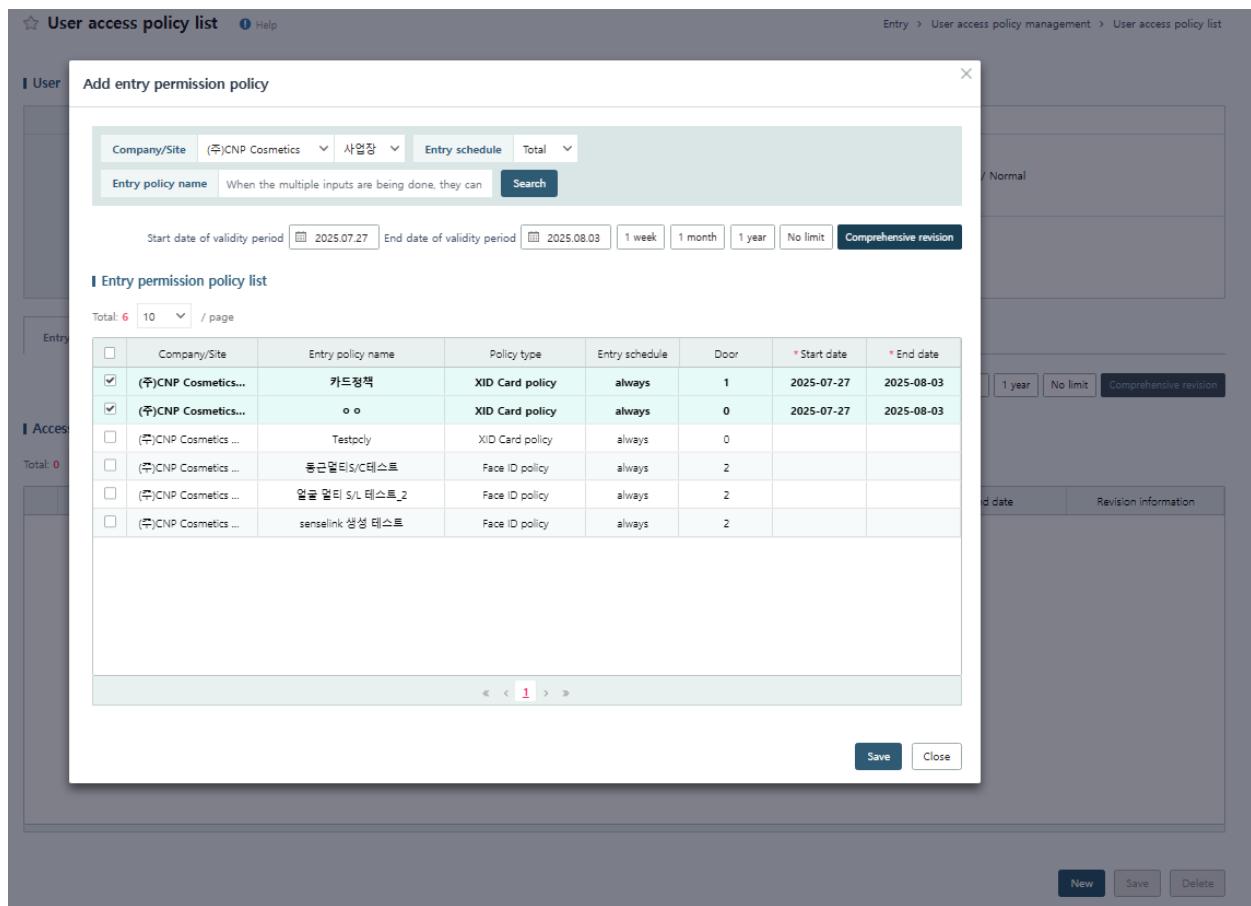


Figure 9-56. Add entry permission policy

- ⑦ The success notification popup appears, meaning that the permission policy for the user has been successfully added.

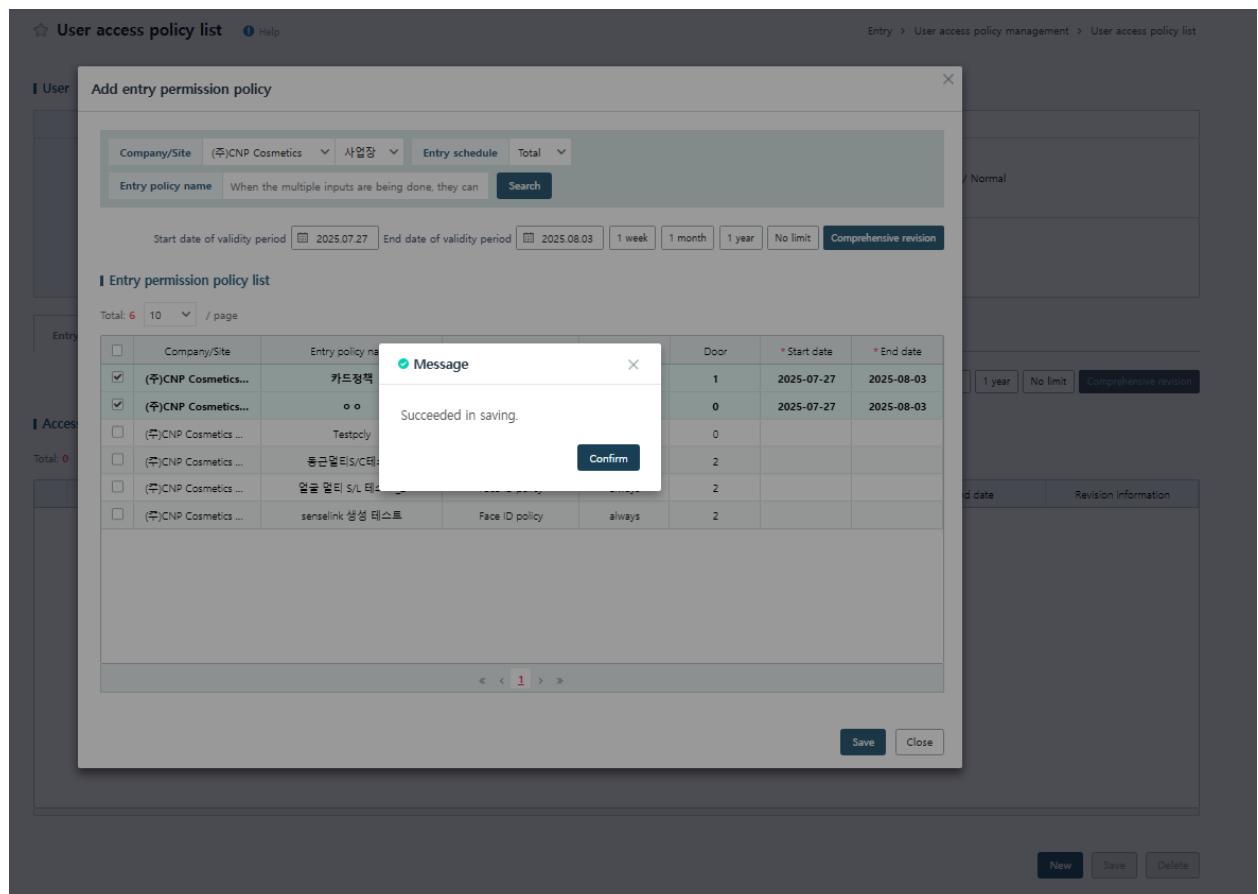


Figure 9-57. Popup notification permission policy added successfully

- ⑧ Click the confirm button in the popup to return to the main screen and the permission policy has been added.

The screenshot shows the 'User access policy list' interface. At the top, there's a navigation bar with 'User access policy management' and 'User access policy list'. Below it, a 'User' section displays a user profile for 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. The profile includes a photo placeholder, the name 'User', and the details 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀 / Normal'. Below this is a tabbed menu: 'Entry permission policy' (selected), 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. A search bar at the top right contains the text 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. Underneath the tabs are date selection fields for 'Start date of validity period' and 'End date of validity period', along with buttons for '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'. The main content area is titled 'Access Policy List' and shows a table with two entries:

<input type="checkbox"/>	Company/Site	Entry policy name	Policy type	Entry schedule	Door	* Start date	* End date	Revision information
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	카드정책	XID Card policy	always	1	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27...)
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	○ ○	XID Card policy	always	9	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27...)

At the bottom right are buttons for 'New', 'Save', and 'Delete'.

Figure 9-58. Entry permission policy screen

► Add entry blocking policy

- ① After pressing the Entry blocking policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the blocking policy list that meets the conditions.

The screenshot shows the 'User access policy list' interface. At the top, there's a navigation bar with 'User access policy list' and 'Help'. Below it, a breadcrumb trail shows 'Entry > User access policy management > User access policy list'. The main area is titled 'User' and contains a user profile for 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. The profile includes a photo, a card information section, and tabs for 'Entry permission policy', 'Entry blocking policy' (which is selected), 'Individual door access permission policy', and 'Individual door access blocking policy'. Below these tabs are date range filters for 'Start date of validity period' and 'End date of validity period', with options like '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'. A table titled 'Access Policy List' follows, with columns for Company/Site, Entry policy name, Policy type, Door, Start date, End date, and Revision information. A message 'No data was retrieved.' is displayed in the table area. At the bottom right are buttons for 'New', 'Save', and 'Delete'.

Figure 9-59. Entry blocking policy basic screen

- ② Click button .
- ③ The Add entry blocking policy popup is shown, search according to the conditions inside the popup then click button .

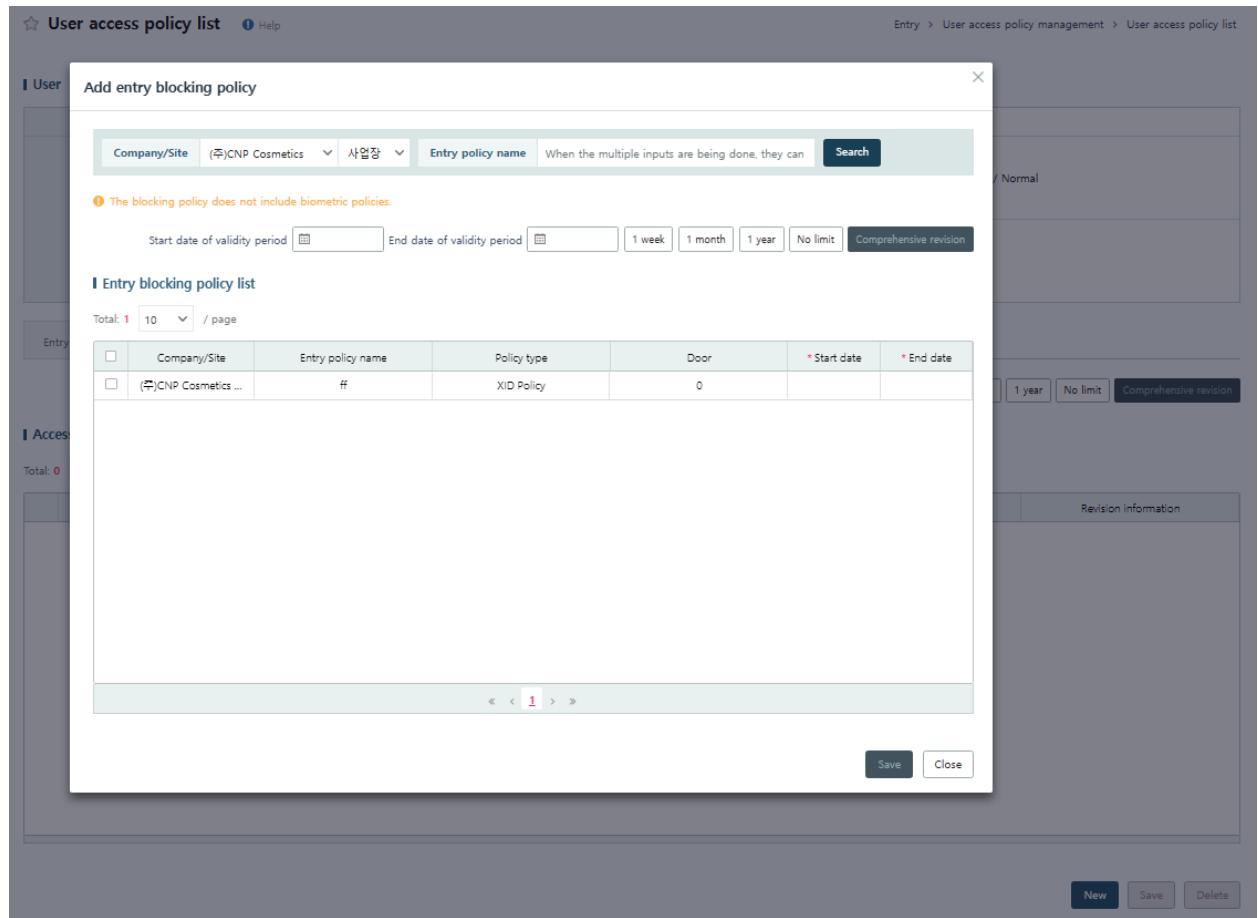


Figure 9-60. Popup add entry blocking policy

- ④ After clicking the search button, the data list will be displayed in a table below. You choose the appropriate blocking policies to perform further by clicking on the checkbox on the far left of the table

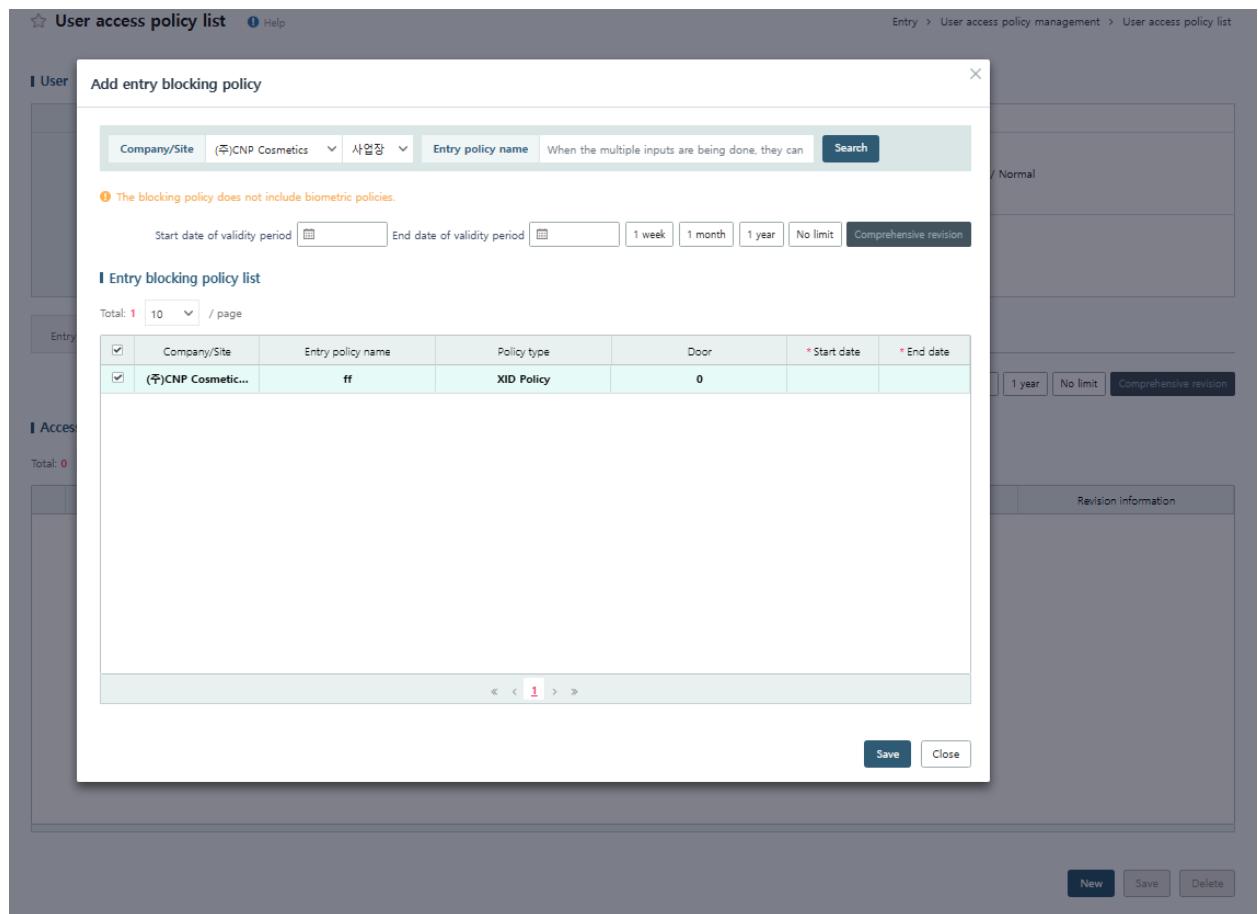


Figure 9-61. Choose the appropriate blocking policy

- ⑤ Continue to adjust the start date and end date for the blocking policy you just selected by following the steps below and click on button **Comprehensive revision** to apply.

Start date of validity period End date of validity period 1 week 1 month 1 year No limit **Comprehensive revision**

- ⑥ Finally, click on button **Save** to add permission policy for the user

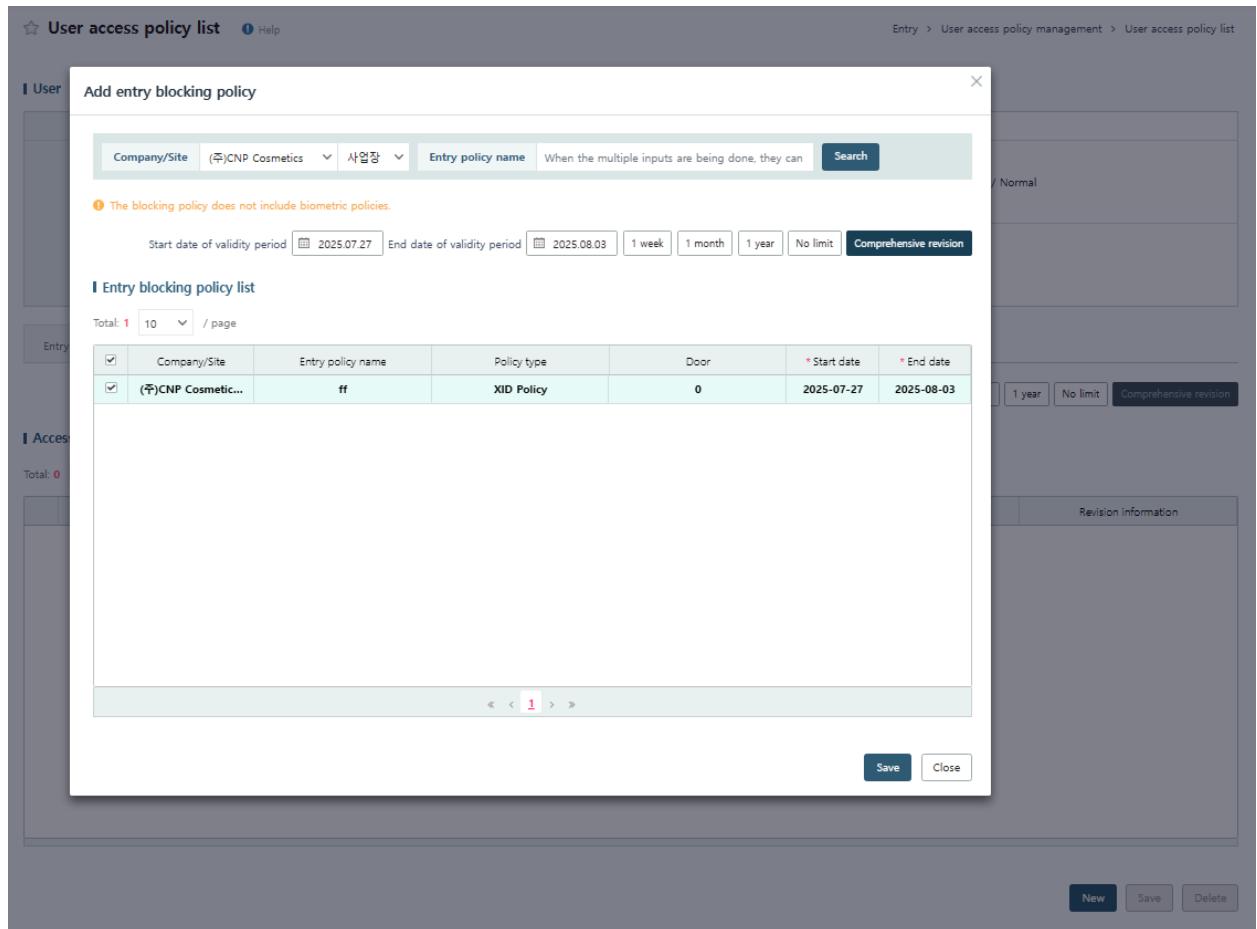


Figure 9-62. Add entry blocking policy

- ⑦ The success notification popup appears, meaning that the blocking policy for the user has been successfully added

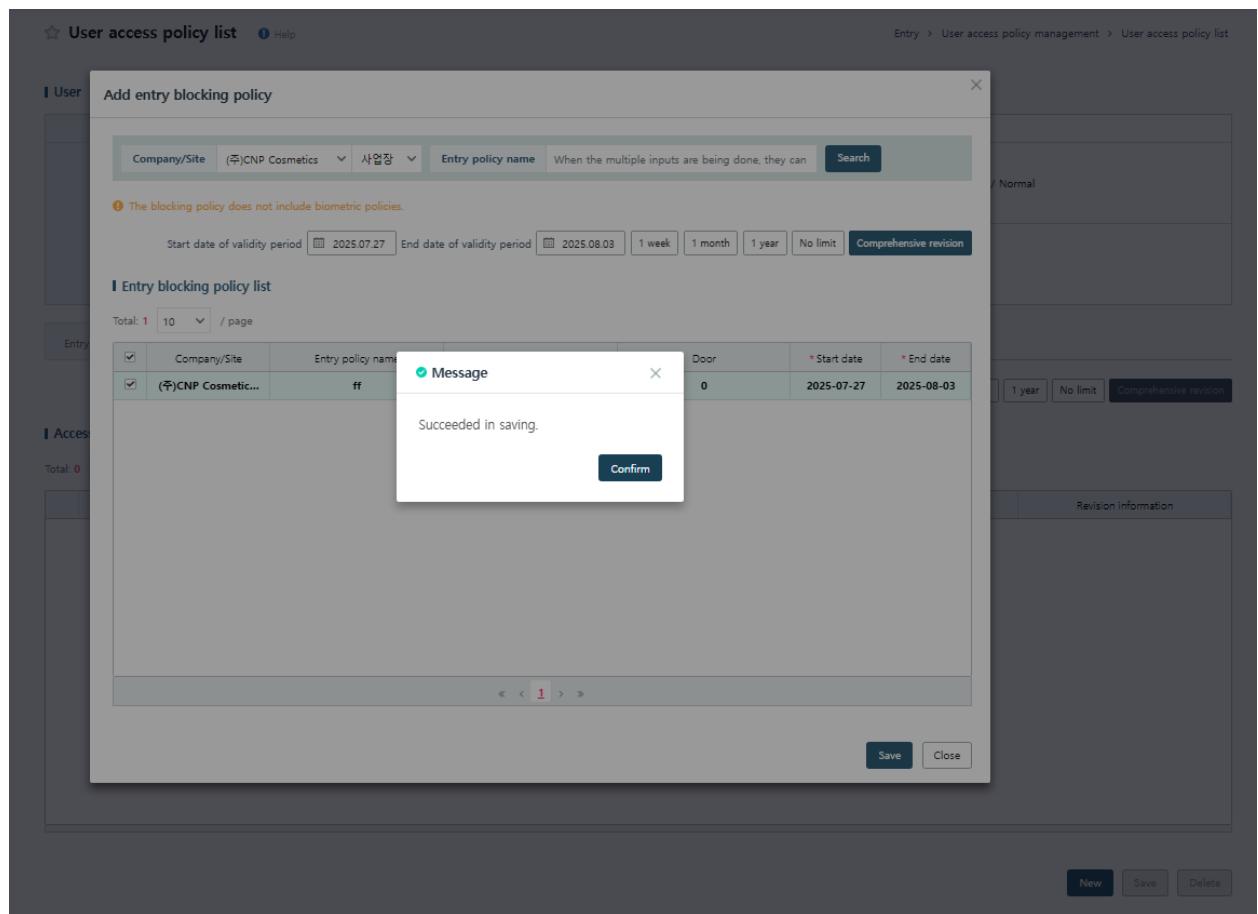


Figure 9-63. Popup notification blocking policy added successfully

- ⑧ Click the confirm button in the popup to return to the main screen and the blocking policy has been added

The screenshot shows the 'User access policy list' interface. At the top, there's a search bar with the query 'GATEst계정 . (P1758) / LG CNS (LG CNS) / 품질품서비스팀'. Below the search bar, a user profile is displayed with a placeholder photo, the name 'GATEst계정 . (P1758) / LG CNS (LG CNS) / 품질품서비스팀', and the status 'Normal'. There are tabs for 'Entry permission policy', 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. A date range selector for validity period is present, along with buttons for '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'. The 'Access Policy List' section shows one entry:

Company/Site	Entry policy name	Policy type	Door	*Start date	*End date	Revision information
(주)CNP Cosmetics 사업장	ff	XID Policy	9	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27 19:01)

At the bottom right are 'New', 'Save', and 'Delete' buttons.

Figure 9-64. Entry blocking policy screen

► Add Individual door access permission policy

- ① After pressing the Individual door access permission policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the Individual door access permission policy list that meets the conditions.

Figure 9-65. Individual door access permission policy basic screen

- ② Click button
- ③ The Add Individual door access permission policy popup is shown, search according to the conditions inside the popup then click button

Add accessible door

Company/Site	(주)CNP Cosmetics	사업장	Building/Floor	Total	Total	Door name	When the multiple inputs are being done, they can		
location type	Total	Location Classification	Total		Search				
① The biometric policy is applied only when the access schedule is always.									
Application direction	Total	Entry schedule	always	Start date of validity period	<input type="text"/>	End date of validity period	<input type="text"/>		
				<input type="text"/>	<input type="text"/>	<input type="checkbox"/> week	<input type="checkbox"/> month	<input type="checkbox"/> year	No limit
						<input type="checkbox"/> week	<input type="checkbox"/> month	<input type="checkbox"/> year	Comprehensive revision
I Door list									
Total: 1 10 / page									
<input type="checkbox"/>	Company/Site	Building/Floor	location type	Location Cla...	Door name	* Application...	* Entry sched...	* Start date	* End date
<input type="checkbox"/>	(주)CNP Cosmetics ...	테스투빌딩 B1	Door	Main entrance	동근_설치_...				
<< < 1 > >>									
Save Close									

Figure 9-66. Popup add Individual door access permission policy

- ④ After clicking the search button, the data list will be displayed in a table below. You choose the appropriate Individual door access permission policies to perform further by clicking on the checkbox on the far left of the table

Add accessible door

The screenshot shows a user interface for managing door access policies. At the top, there are dropdown menus for 'Company/Site' (selected: (주)CNP Cosmetics), 'Building/Floor' (selected: Total), and 'Door name'. Below these are filters for 'location type' (Total), 'Location Classification' (Total), and a 'Search' button. A note says 'The biometric policy is applied only when the access schedule is always.' Below the filters are buttons for 'Application direction' (Total), 'Entry schedule' (always), 'Start date of validity period' (calendar icon), 'End date of validity period' (calendar icon), and time-based filters ('1 week', '1 month', '1 year', 'No limit'). A 'Comprehensive revision' button is also present. The main area is titled 'Door list' and shows a table with one row. The table columns are: Company/Site, Building/Floor, location type, Location Cla..., Door name, *Application..., *Entry sched..., *Start date, and *End date. The single row contains: (주)CNP Cosmetics..., 테스트빌딩 B1, Door, Main entra..., 동근_설치_..., and empty fields for the other columns. At the bottom are navigation arrows and page numbers (1). At the very bottom right are 'Save' and 'Close' buttons.

Figure 9-67. Choose the appropriate Individual door access permission policy

- ⑤ Continue to adjust the start date and end date for the Individual door access permission policy you just selected by following the steps below and click on button **Comprehensive revision** to apply.

The screenshot shows a 'Save' dialog box with fields for 'Start date of validity period' (2025.07.27) and 'End date of validity period' (2025.08.03). It includes time-based filters ('1 week', '1 month', '1 year', 'No limit') and a 'Comprehensive revision' button. Below the dialog is a list item with a 'Save' button.

Start date of validity period End date of validity period 1 week 1 month 1 year No limit Comprehensive revision

Save

- ⑥ Finally click on button **Save** to add Individual door access permission policy for the user.

Add accessible door

Company/Site	(주)CNP Cosmetics	사업장	Building/Floor	Total	Total	Door name	When the multiple inputs are being done, they can				
location type	Total	Location Classification	Total			Search					
<small>① The biometric policy is applied only when the access schedule is always.</small> Application direction Total Entry schedule always Start date of validity period 2025.07.28 End date of validity period 2025.08.04 1 week 1 month 1 year No limit Comprehensive											
I Door list Total: 1 10 / page											
	Company/Site	Building/Floor	location type	Location Cla...	Door name	* Application...	* Entry sched...	* Start date	* End date		
<input checked="" type="checkbox"/>	(주)CNP Cosmetics...	테스트빌딩 B1	Door	Main entra...	동근_설치...	Total	always	2025-07-28	2025-08-04		
<< < 1 > >>											
										Save	Close

Figure 9-68. Add Individual door access permission policy

- ⑦ The success notification popup appears, meaning that the Individual door access permission policy for the use has been successfully added.

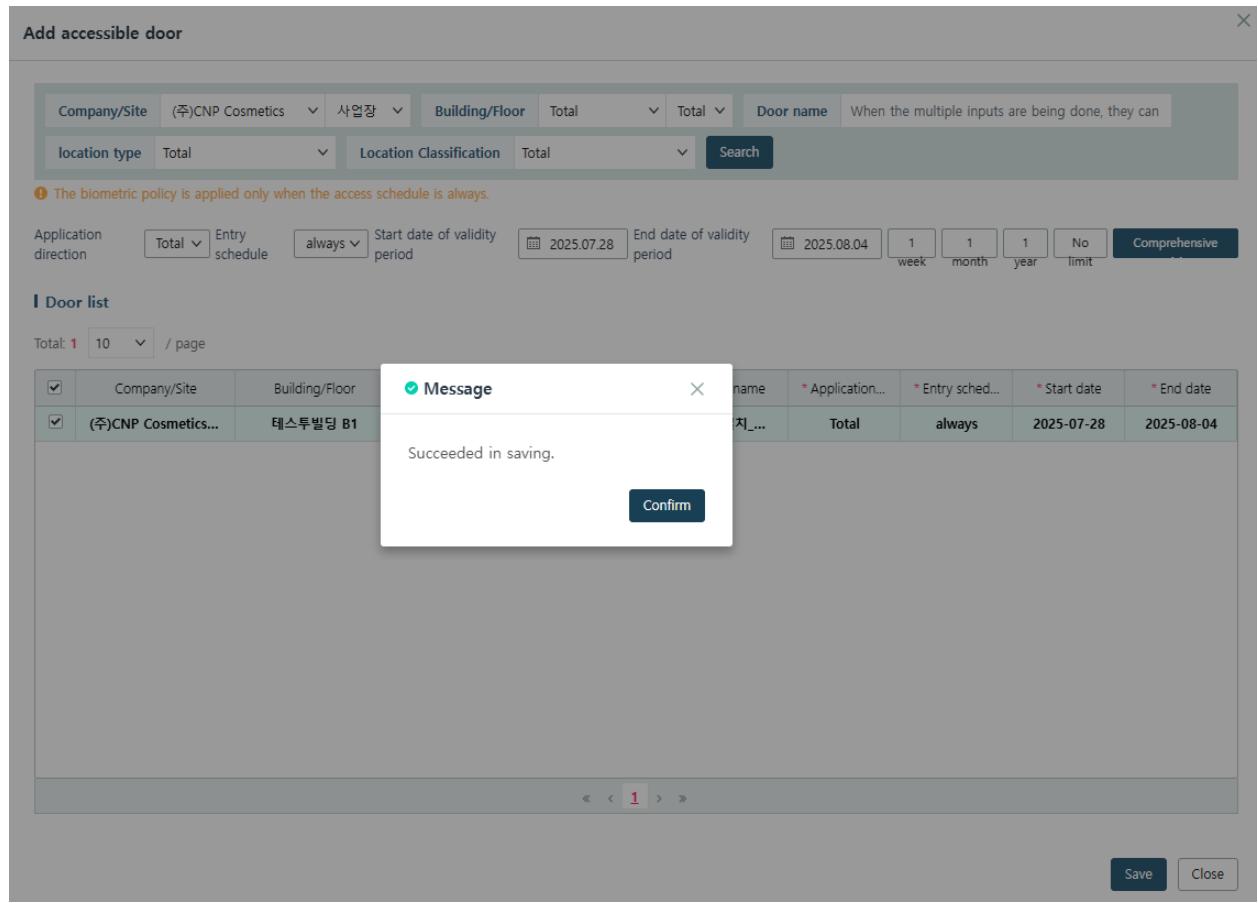


Figure 9-69. Popup notification Individual door access permission policy added successfully

- ⑧ Click the confirm button in the popup to return to the main screen and the Individual door access permission policy has been added.

The screenshot shows the 'User access policy list' interface. At the top, there's a search bar with the query 'GATest_계정_(P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. Below it, a user profile is displayed with a placeholder photo, the name 'GATest_계정_(P1758) / LG CNS (LG CNS) / 플랫폼서비스팀 / Normal', and a 'Card information' section.

Below the user profile, there are four tabs: 'Entry permission policy', 'Entry blocking policy', 'Individual door access permission policy' (which is selected), and 'Individual door access blocking policy'. Underneath these tabs are date selection fields for 'Start date of validity period' and 'End date of validity period', along with buttons for '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'.

The main content area is titled 'Access Policy List' and shows a table with two entries:

<input type="checkbox"/>	Entry policy name	Company/Site	Building/Floor	* Application direction	* Entry schedule	Door name	* Start date	* End date	Revision informat
<input type="checkbox"/>	Individual door policy	(주)CNP Cosmetics 사업장	cosmetics 빌딩 1F	Total	always	동근_위지	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-
<input type="checkbox"/>	Individual door policy	(주)CNP Cosmetics 사업장	테스토빌딩 B1	Total	always	동근_설지_위지2	2025-07-28	2025-08-04	Tran Nhu Son (2025-07-

At the bottom right, there are 'New', 'Save', and 'Delete' buttons.

Figure 9-70. Individual door access permission policy screen

► Add Individual door access blocking policy

- ① After pressing the Individual door access blocking policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the Individual door access blocking policy list that meets the conditions.

Figure 9-71. Individual door access blocking policy basic screen

- ② Click button **New**.
- ③ The Add Individual door access blocking policy popup is shown, search according to the conditions inside the popup then click button **Search**.

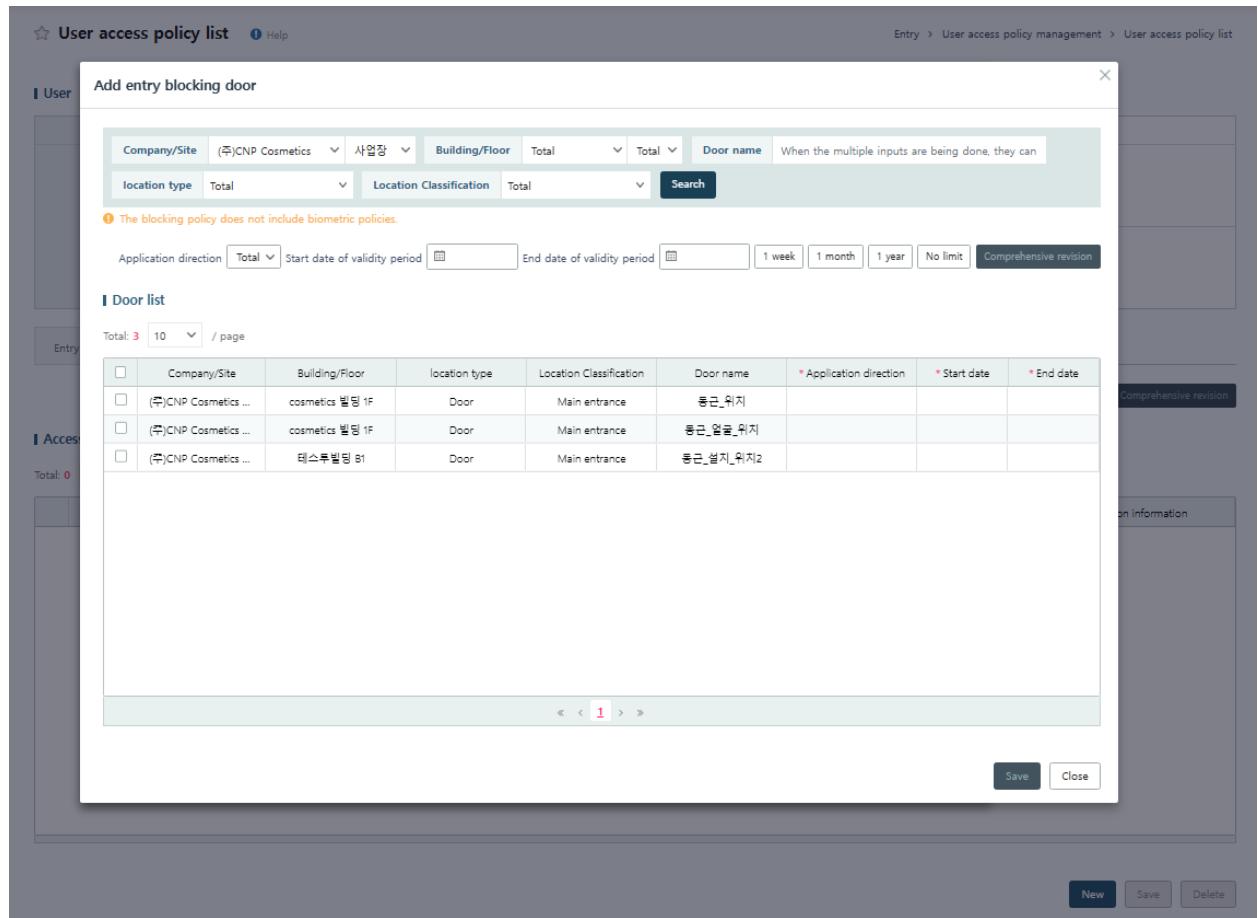


Figure 9-72. Popup add Individual door access blocking policy

- ④ After clicking the search button, the data list will be displayed in a table below. You choose the appropriate Individual door access blocking policies to perform further by clicking on the checkbox on the far left of the table.

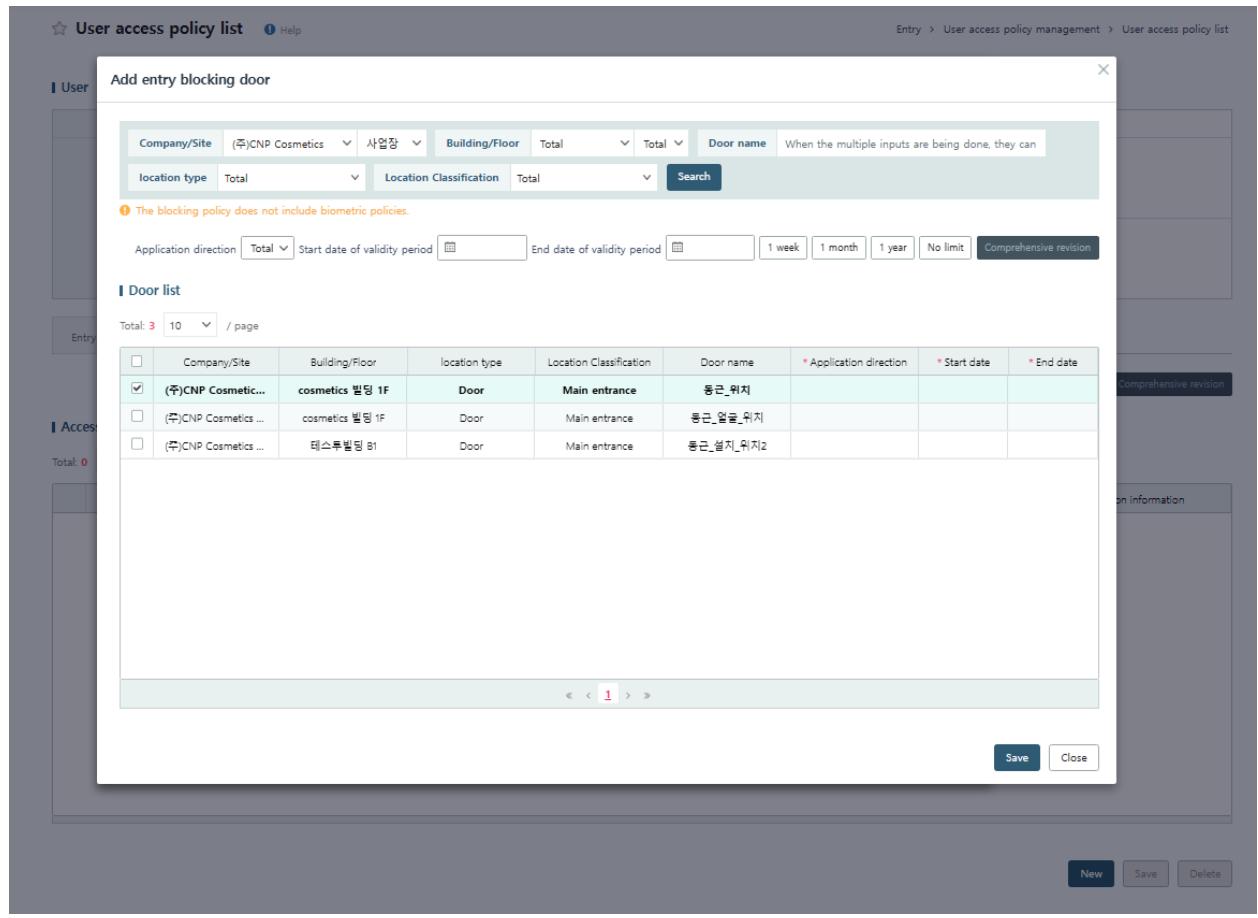


Figure 9-73. Choose the appropriate Individual door access blocking policy

- ⑤ Continue to adjust the start date and end date for the Individual door access blocking policy you just selected by following the steps below and click on button **Comprehensive revision** to apply.

Start date of validity period End date of validity period 1 week 1 month 1 year No limit **Comprehensive revision**

- ⑥ Finally click on button **Save** to add Individual door access blocking policy for the user.

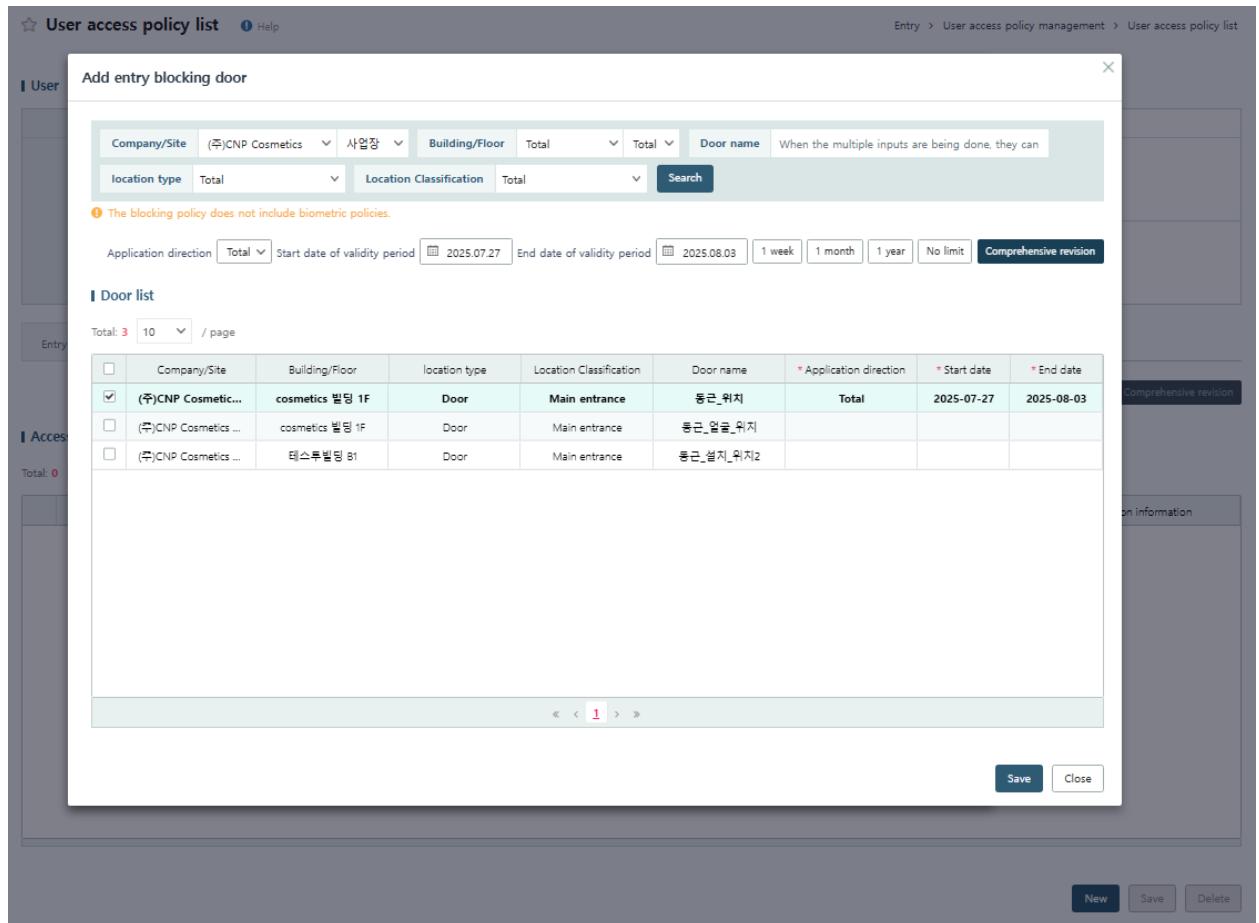


Figure 9-74. Add Individual door access blocking policy

- ⑦ The success notification popup appears, meaning that the Individual door access blocking policy for the use has been successfully added.

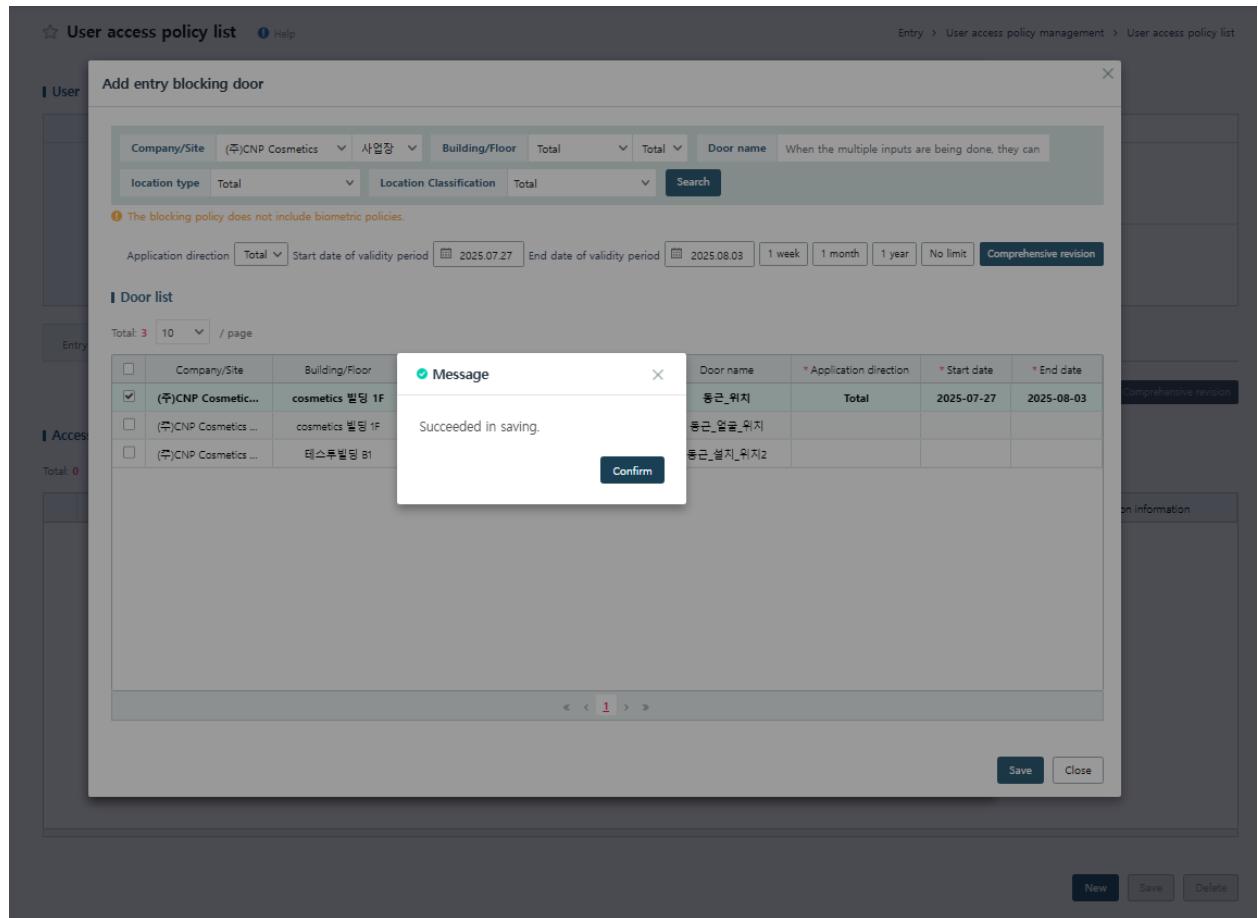


Figure 9-75. Popup notification Individual door access blocking policy added successfully

- ⑧ Click the confirm button in the popup to return to the main screen and the Individual door access blocking policy has been added.

<input type="checkbox"/>	Entry policy name	Company/Site	Building/Floor	* Application ...	Door name	* Start date	* End date	Revision information
<input type="checkbox"/>	Individual door policy	(주)CNP Cosmetics 사업장	cosmetics 빌딩 1F	Total	동근_위지	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27 19:31)

Figure 9-76. Individual door access blocking policy screen

9.2.4 Modification of user access policy management

The method of modifying the basic information of the user access policy is as follows.

► Modification entry permission policy

- ① After pressing the Entry permission policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the permission policy list that meets the conditions.

User access policy list Help

Entry > User access policy management > User access policy list

User

User search	Name	User	
Photo		GA Test 계정 .. (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀	Normal
		Card information	

Entry permission policy Entry blocking policy Individual door access permission policy Individual door access blocking policy

Start date of validity period End date of validity period 1 week 1 month 1 year No limit Comprehensive revision

Access Policy List

Total: 2 10 / page

	Company/Site	Entry policy name	Policy type	Entry schedule	Door	* Start date	* End date	Revision information
<input checked="" type="checkbox"/>	(주)CNP Cosmetics 사업장	o o	XID Card policy	always	0	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27)
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	종근일EIS/C테스토	Face ID policy	always	2	2025-07-28	2025-08-04	Tran Nhu Son (2025-07-28)

< < 1 > >

New Save Delete

Figure 9-77. Entry permission policy screen

- ② Select the permission policies you want to update by clicking the leftmost checkbox in the table
- ③ Change the start date and end date in the content circled in red in the image below and click button **Comprehensive revision**, to apply the start date and end date changes to the newly selected item

The screenshot shows the 'User access policy list' page. At the top, there's a search bar with the query 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. Below the search bar, there's a user card for 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀 / Normal'. The card includes a photo placeholder, the name 'User', and a link to 'Card information'. Below the user card, there are four tabs: 'Entry permission policy' (selected), 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. A red box highlights the date range filters: 'Start date of validity period' (with a calendar icon), 'End date of validity period' (with a calendar icon), and buttons for '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'. The main content area is titled 'Access Policy List' and shows a table with two rows of data. The columns are: Company/Site, Entry policy name, Policy type, Entry schedule, Door, Start date, End date, and Revision Information. The first row has a checked checkbox and is for '(주)CNP Cosmetics 사업장' with policy type 'XID Card policy', schedule 'always', door '0', start date '2025-07-27', end date '2025-08-03', and revision 'Tran Nhu Son (2025-07...)' (partially visible). The second row has an unchecked checkbox and is for '(주)CNP Cosmetics 사업장' with policy type 'Face ID policy', schedule 'always', door '2', start date '2025-07-28', end date '2025-08-04', and revision 'Tran Nhu Son (2025-07-28...)' (partially visible). At the bottom right, there are buttons for 'New', 'Save' (highlighted with a red box), and 'Delete'.

Figure 9-78. Basic Information

- ④ Click button below.
- ⑤ The save successful message appears, meaning the change has been made successfully.

► Modification entry blocking policy

The same operation for the Entry permission policy tab was described above.

► Modification Individual door access permission policy

The same operation for the Entry permission policy tab was described above.

► Modification Individual door access blocking policy

The same operation for the Entry permission policy tab was described above.

9.2.5 Delete user access policy management

▶ Delete entry permission policy

- ① After pressing the Entry permission policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the permission policy list that meets the conditions.

The screenshot shows the 'User access policy list' interface. At the top, there is a search bar with the query 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. Below the search bar, a user profile is displayed with a placeholder photo, the name 'User', and the details 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀 / Normal'. Below the user profile, there are tabs for 'Entry permission policy', 'Entry blocking policy', 'Individual door access permission policy', and 'Individual door access blocking policy'. Under the 'Entry permission policy' tab, there are filters for 'Start date of validity period' and 'End date of validity period', along with options for '1 week', '1 month', '1 year', 'No limit', and 'Comprehensive revision'. The main area shows a table titled 'Access Policy List' with two entries:

	Company/Site	Entry policy name	Policy type	Entry schedule	Door	Start date	End date	Revision information
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	카드정책	XID Card policy	always	1	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27...)
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	○○	XID Card policy	always	9	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27...)

At the bottom right of the table, there are buttons for 'New', 'Save', and 'Delete'.

Figure 9-79. Entry permission policy screen

- ② Select the permission policies you want to delete by clicking the leftmost checkbox in the table, then click the button.
- ③ A confirmation window will appear and click Yes to continue with the deletion.

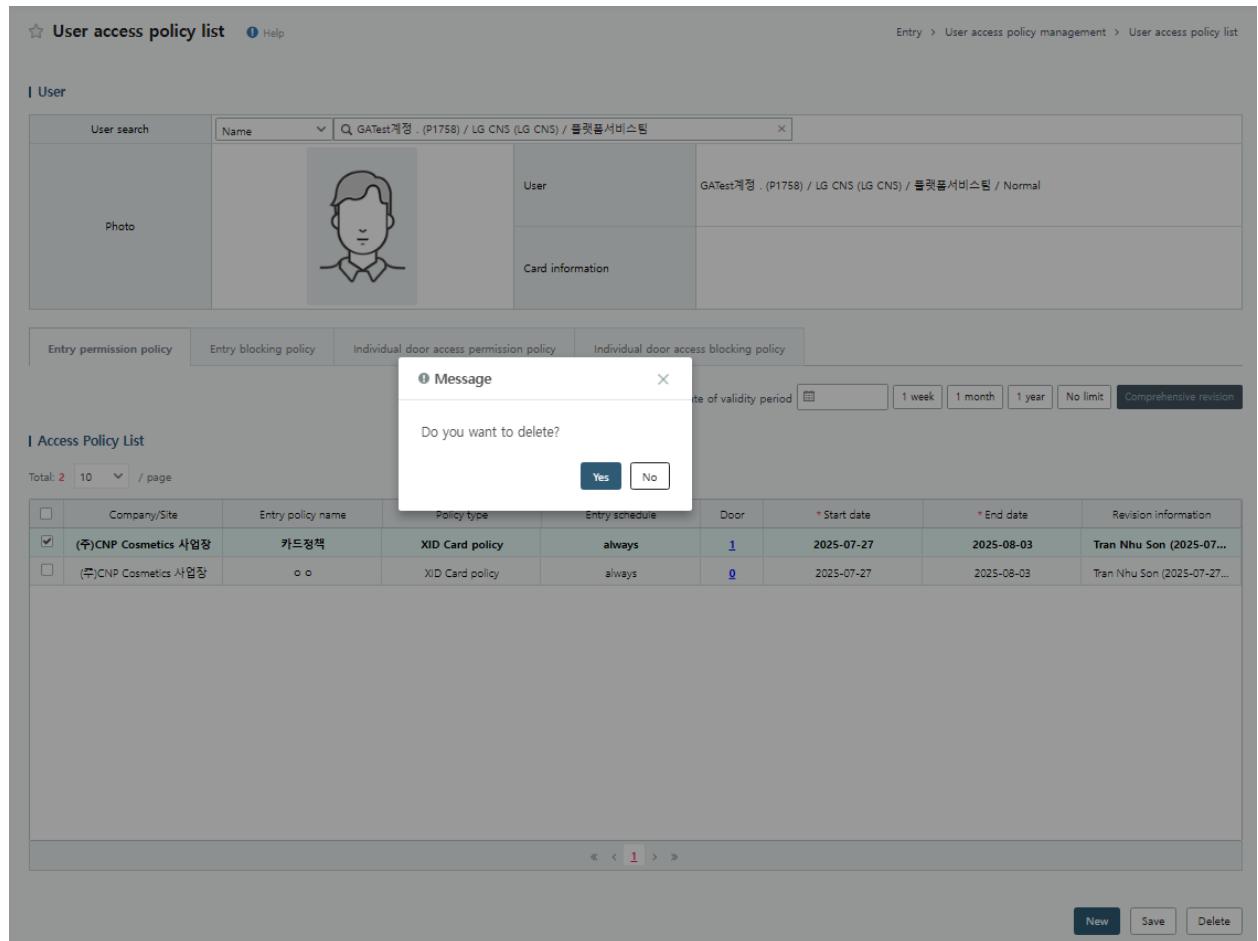


Figure 9-80. Popup confirm delete entry permission policy

- ④ If the deletion is successful, a message will appear stating that the deletion was successful and return to the original permission policy screen.

► Delete entry blocking policy

- ① After pressing the Entry blocking policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the blocking policy list that meets the conditions.

The screenshot shows the 'User access policy list' interface. At the top, there's a search bar with 'Name' and a placeholder 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. Below the search bar is a user profile card for 'GATest계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀 / Normal'. The card includes a photo placeholder, the name 'User', and a 'Card information' section. Below the profile card are tabs: 'Entry permission policy', 'Entry blocking policy' (which is selected), 'Individual door access permission policy', and 'Individual door access blocking policy'. A date range selector shows 'Start date of validity period' and 'End date of validity period' with options like '1 week', '1 month', '1 year', and 'No limit'. A 'Comprehensive revision' button is also present.

Total: 1	10	/ page					
<input type="checkbox"/>	Company/Site	Entry policy name	Policy type	Door	Start date	End date	Revision information
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	#	XID Policy	9	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27 19:01)

At the bottom right are buttons for 'New', 'Save', and 'Delete'.

Figure 9-81. Entry blocking policy screen

- ② Select the blocking policies you want to delete by clicking the leftmost checkbox in the table, then click the button
- ③ A confirmation window will appear and click Yes to continue with the deletion.

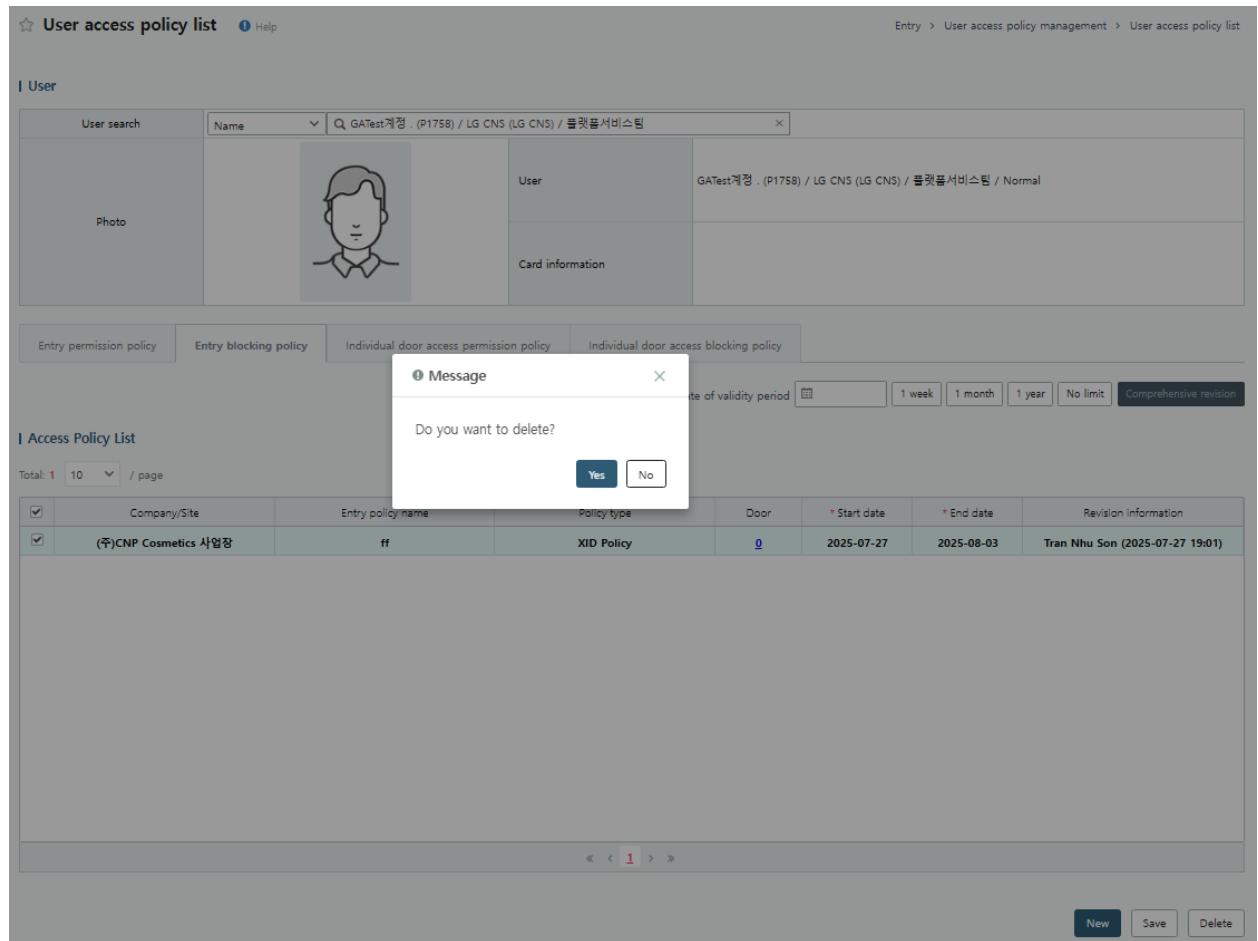


Figure 9-82. Popup confirm delete entry blocking policy

- ④ If the deletion is successful, a message will appear stating that the deletion was successful and return to the original blocking policy screen.

► Delete Individual door access permission policy

- ① After pressing the Individual door access permission policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the Individual door access permission policy list that meets the conditions.

The screenshot shows a user profile for 'GATEst계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀' with a photo placeholder. Below the profile, there are tabs for 'Entry permission policy', 'Entry blocking policy', 'Individual door access permission policy' (which is selected), and 'Individual door access blocking policy'. A search bar at the top right contains the text 'GATEst계정 . (P1758) / LG CNS (LG CNS) / 플랫폼서비스팀'. Below the tabs, there are date selection fields for 'Start date of validity period' and 'End date of validity period', along with buttons for '1 week', '1 month', '1 year', and 'No limit'. A comprehensive revision button is also present.

Access Policy List

Total: 2 10 / page	Entry policy name	Company/Site	Building/Floor	*Applicati...	*Entry schedule	Door name	*Start date	*End date	Revision information
<input type="checkbox"/>	Individual door policy	(주)CNP Cosmetics 사업장	cosmetics 빌딩 1F	Total	always	동근_위치	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27 1...
<input type="checkbox"/>	Individual door policy	(주)CNP Cosmetics 사업장	cosmetics 빌딩 1F	Total	always	동근_얼굴...	2025-07-27	2025-08-03	Tran Nhu Son (2025-07-27 1...

At the bottom right of the table are buttons for 'New', 'Save', and 'Delete'.

Figure 9-83 Individual door access permission policy screen

- ② Select the Individual door access permission policies you want to delete by clicking the leftmost checkbox in the table, then click the **Delete** button
- ③ A confirmation window will appear and click Yes to continue with the deletion.

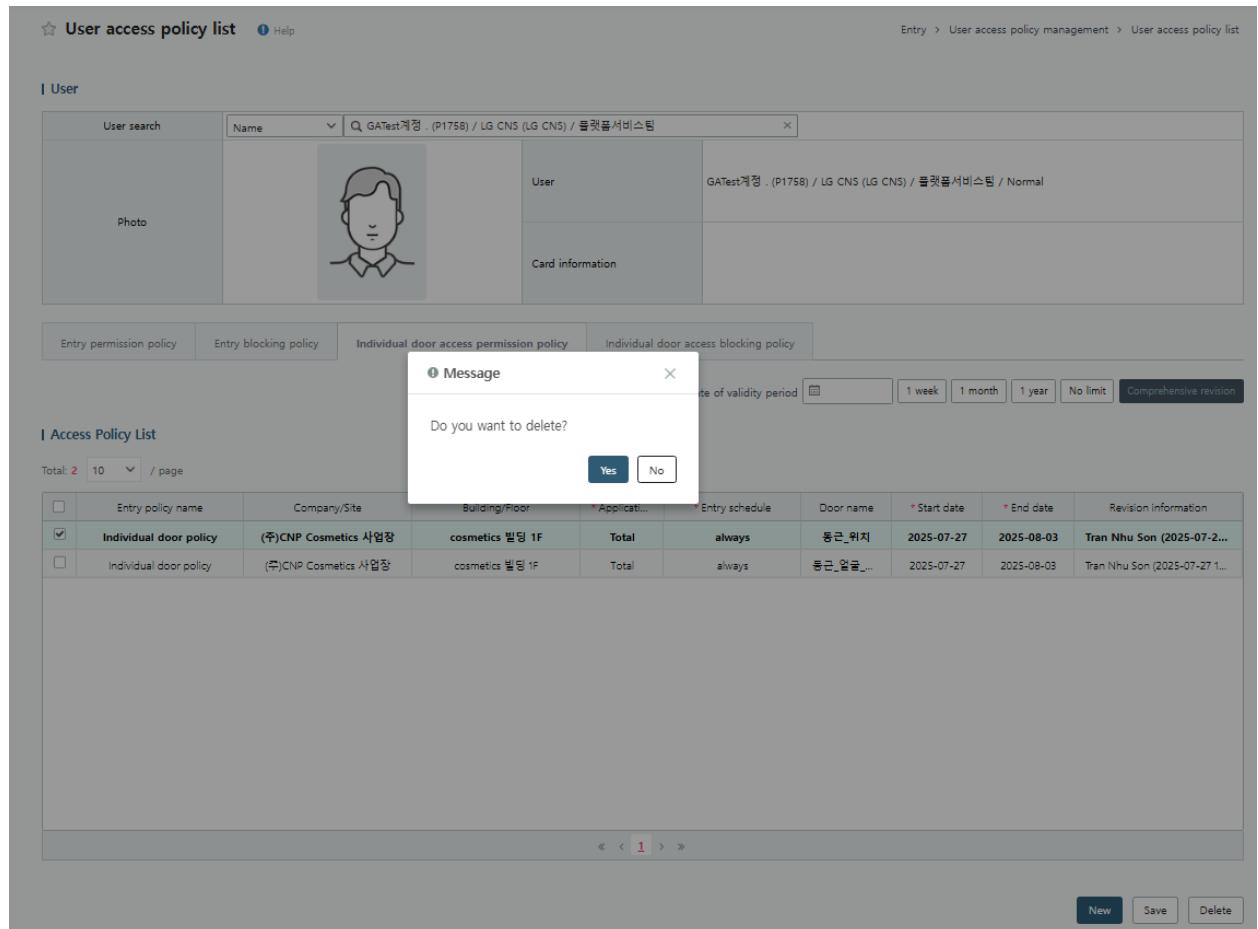


Figure 9-84. Popup confirm delete Individual door access permission policy

- ④ If the deletion is successful, a message will appear stating that the deletion was successful and return to the original blocking policy screen

► Delete Individual door access blocking policy

- ① After pressing the Individual door access blocking policy tab, enter the search condition input box located at the top of the screen, and press the search button on the right side to view the Individual door access blocking policy list that meets the conditions.

Figure 9-85. Individual door access blocking policy screen

- ② Select the Individual door access blocking policies you want to delete by clicking the leftmost checkbox in the table, then click the button
- ③ A confirmation window will appear and click Yes to continue with the deletion.

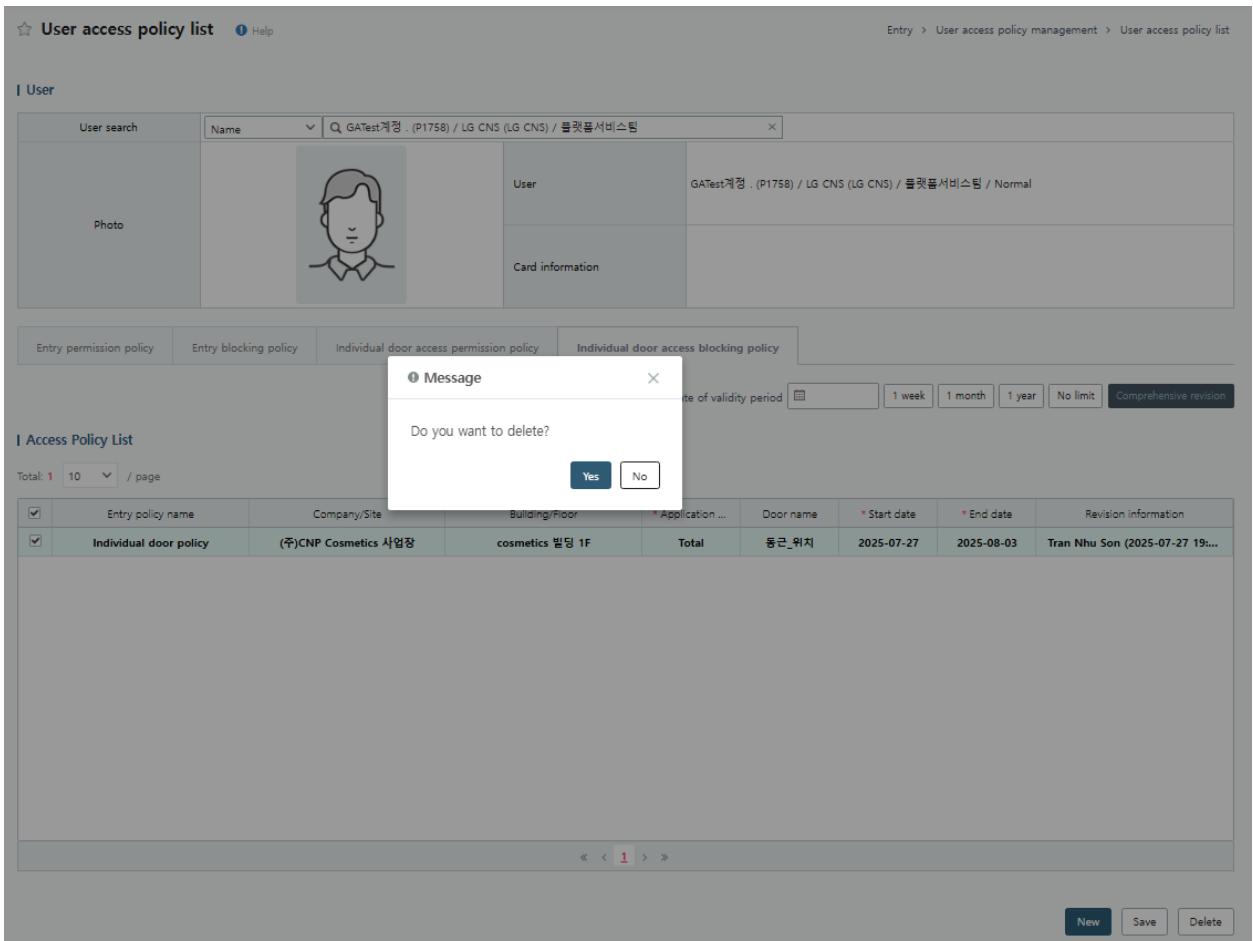


Figure 9-86. Popup confirm delete Individual door access blocking policy

- ④ If the deletion is successful, a message will appear stating that the deletion was successful and return to the original blocking policy screen

9.3 Entry Blocking Policy Management

9.3.1 Basic screen configuration

The entry blocking policy is managed as a policy unit for entry blocking, just like the access permission policy. In one entry blocking policy, there is a list of doors and users to block. The basic screen configuration of entry blocking policy management is as follows.

Entry blocking policy list						
Company/Site		(주)CNP Cosmetics	Total	Entry policy name	When the multiple inputs are being done, they can	
Entry level		Total	Total	Total	User name	When the multiple inputs are being done, they can
Door name		When the multiple inputs are being done, they can		Search	Detailed search	★
I Entry blocking policy list						
Total: 3	10	/ page	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value="Download"/>
□	Company/Site	Policy type	Entry policy name	Entry rules	Building	Door
<input type="checkbox"/>	(주)CNP Cosmetics 광화문	XID Policy	○ ○	<input type="button" value="Entry level (1)"/> <input type="button" value="Human resource(1)"/>	0	0
<input type="checkbox"/>	(주)CNP Cosmetics 광화문	XID Policy	ㄱ ㄱ		0	0
<input type="checkbox"/>	(주)CNP Cosmetics 사일장	XID Policy	ff	<input type="button" value="Entry level (2)"/> <input type="button" value="User(1)"/>	1	0

Figure 9-87. Entry Blocking Policy Management Basic Screen9-45

- ⑥ Click the Entry > Entry Blocking Policy Management menu.
- ⑦ A list of all entry blocking policies is viewed, and each entry blocking policy contains basic information and detailed information (entrance, entry rules, and who can enter).

9.3.2 Entry Blocking Policy Inquiry

The way to view the entry blocking policy is as follows.

Figure 9-88. List of access restrictions9-46

- ① When you enter the entry blocking policy management menu > access, you will be moved to the entry blocking policy list screen, and the entire entry blocking policy list will be viewed only for companies and business establishments where the logged-in account has data rights.
- ② You can enter and select the basic information of the entry blocking policy and click the **Detailed search** button to add detailed search conditions.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Entry Policy Name	- Multiple inputs, separated by ",", up to 100 characters
	Entry Level	- Access rule selection box (access level/human resource information/individual user) - When selecting access level, single selection of company, site, and access level - When selecting human resource information, select single from department name/position name/site/user type/gender and enter - When selecting individual user, enter after selecting single user name/company number.

	Username	- Input after selecting a single username/company number/custom - When selecting a user, multiple selections of specific users are possible in the pop-up
	Door name	- Enter after selecting a single access name/door designation - When selecting an entrance door, multiple selections of specific doors are possible in the pop-up
Detailed Conditions	Policy Type	- Single selection of XID policy
	Building	- It is searched according to the selected company/site, and multiple choices are possible
	Manager Name	- Multiple inputs, separated by ",", up to 100 characters

- ③ If you click the Favorites icon, you can add the search conditions you entered to your favorites and enter the same search conditions quickly and easily next time.
- ④ When you finish entering your search criteria, click the  button.
- ⑤ Policies that meet the conditions are searched in the list of entry blocking policies.

► Detailed entry policy inquiry

- ① View by changing from the entry blocking policy list to List + Detailed layout.
- ② If you click on the policy you want to view detailed information on the left list, the basic information and detailed information about the policy will be searched on the right.

The screenshot shows the 'Entry blocking policy list' page. At the top, there are search filters for 'Company/Site' (selected: '(주)CNP Cosmetics'), 'Entry policy name' ('When the multiple inputs are being done, they can'), 'Entry level' ('Total'), 'User name' ('When the multiple inputs are being done, they can'), and 'Door name' ('When the multiple inputs are being done, they can'). Below the filters is a search bar with 'Search' and 'Detailed search' buttons.

The main area displays two sections: 'Entry blocking policy list' and 'Basic Information'. The 'Entry blocking policy list' section shows a table with three rows:

Company/Site	Entry policy name
(주)CNP Cosmetics 광화문	○ ○
(주)CNP Cosmetics 광화문	ㄱ ㄱ
(주)CNP Cosmetics 사업장	ff

The 'Basic Information' section contains the following details:

Company/Site	(주)CNP Cosmetics/광화문
Whether or not to include entrance doors to other businesses	Not used
Building	
Policy type	XID Policy
Entry policy name	○ ○
Explanation	
Use Interface	Not used
Policy Manager	CNS이동근 (CNS84435) / LG CNS ((주)동근) / 마곡테스트
Registered information	2023-08-14 15:02 (이동근)
Revision information	2023-08-14 15:03 (이동근)

Below the basic information is a 'Detail information' section with tabs for 'Entry rules' (selected), 'Human resource information 1', and 'Individual user 0'. It also includes fields for 'Door' and 'Entry blocked users' (0).

At the bottom right are 'Edit', 'New', and 'Delete' buttons.

Figure 9-89. Detailed Inquiry of Entry Blocking Policy947

► Excel Download

- ① Click the button at the top right of the list of entry blocking policy list.

The screenshot shows the 'Entry blocking policy list' page with a selected row. The selected row is highlighted in green and corresponds to the data in the table below.

	Company/Site	Policy type	Entry policy name	Entry rules	Building	Door
<input checked="" type="checkbox"/>	(주)CNP Cosmetics 광화문	XID Policy	○ ○	Entry level (1) Human resource(1)	0	0
<input type="checkbox"/>	(주)CNP Cosmetics 광화문	XID Policy	ㄱ ㄱ		0	0
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	XID Policy	ff	Entry level (2) User(1)	1	0

At the top right of the table is a 'Download' button with a file icon.

At the bottom right are 'New' and 'Delete' buttons.

Figure 9-90. List of Entry Blocking Policies948

- ② The list of entry blocking policies that have been viewed is saved as an Excel file.

1	Company/Site	Policy type	Entry policy name	Entry rules	Building	Door	Entry user
2	(주)CNP Cosmetics 광화문	XID Policy	○ ○	Entry level, Human resource	0	0	
3	(주)CNP Cosmetics 광화문	XID Policy	ㄱ ㄱ		0	0	
4	(주)CNP Cosmetics 사업장	XID Policy	ff	Entry level, User	1	0	

Figure 9-91. Download Excel list of entry blocking policies949

9.3.3 Registration of entry blocking policy

The method of registering a new entry blocking policy is as follows.

The screenshot shows the 'Entry blocking policy list' interface. At the top, there are search filters for Company/Site, Entry level, and Door name. Below the filters is a table titled 'Entry blocking policy list' showing three existing policies:

	Company/Site	Policy type	Entry policy name	Entry rules	Building	Door
<input checked="" type="checkbox"/>	(주)CNP Cosmetics 광화문	XID Policy	○ ○	Entry level (1) Human resource(1)	0	0
<input type="checkbox"/>	(주)CNP Cosmetics 광화문	XID Policy	ㄱ ㄱ		0	0
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	XID Policy	ff	Entry level (2) User(1)	1	0

At the bottom right of the table area, there are 'New' and 'Delete' buttons.

Figure 9-92. Registration of Entry Blocking Policy950

- ① Click the button at the bottom of the entry blocking policy list screen.

Figure 9-93. New registration of entry blocking policy9-51

- ② Go to the new screen of entry blocking policy.
- ③ Enter the basic information required to register for the policy.
- ④ In the Building column, buildings are searched according to the selected site.
- ⑤ Just select the building that contains the entrance you want to add.
- ⑥ After the input is completed, click the **Save** button to complete the registration of the entry blocking policy.

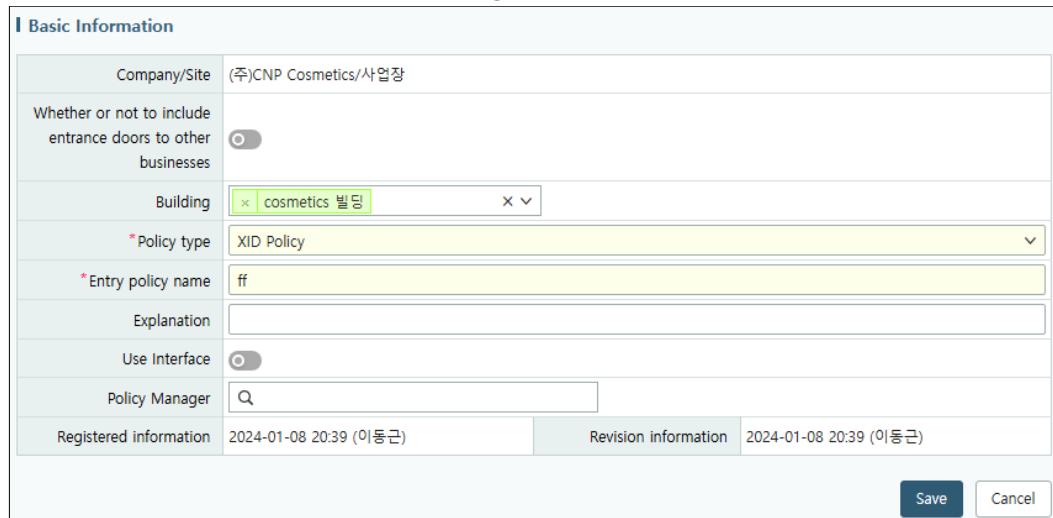
9.3.4 Modification of entry blocking policy

The method of modifying the basic information of the entry blocking policy is as follows.

Figure 9-94. Basic information of entry blocking policy9-52

- ① View the list + detailed type on the entry blocking policy list screen.

- ② Click the policy you want to view basic information in the list on the left.
- ③ Click the  button at the bottom right of the basic information.



I Basic Information	
Company/Site	(주)CNP Cosmetics/사업장
Whether or not to include entrance doors to other businesses	<input checked="" type="radio"/>
Building	x cosmetics 빌딩 x v
*Policy type	XID Policy
*Entry policy name	ff
Explanation	
Use Interface	<input checked="" type="radio"/>
Policy Manager	<input type="text"/>
Registered information	2024-01-08 20:39 (이동근)
Revision information	2024-01-08 20:39 (이동근)
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Figure 9-95. Basic Information

- ④ Only items that can be edited will open an input box, and you will select and enter your edits.
- ⑤ After filling out the form, click the  button to complete the basic information correction.

9.3.5 Entry Blocking Policy Door

You can check the management of the entry door of the entry blocking policy in detail.

► Door Inquiry

To view the list of doors included in the entry blocking policy:

The screenshot shows the 'Entry blocking policy list' screen. At the top, there are search filters for 'Company/Site' (selected: '(주)CNP Cosmetics'), 'Entry level' (selected: 'Door'), and 'Door name' (selected: 'When the multiple inputs are being done, they can'). Below the filters is a search bar with 'Search' and 'Detailed search' buttons. The main area displays a table of entry policies:

Company/Site	Entry policy name
(주)CNP Cosmetics 관화문	○○
(주)CNP Cosmetics 관화문	ㄱㄱ
(주)CNP Cosmetics 사업장	ff
(주)CNP Cosmetics 사업장	new policy

Below the table is a navigation bar with page numbers (1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 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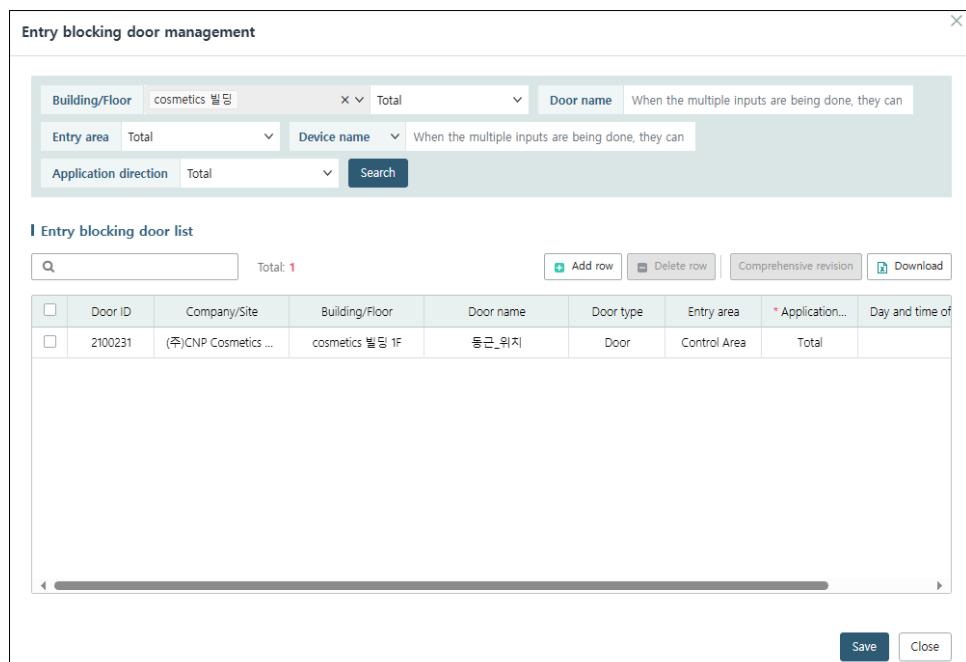


Figure 9-97 Entry Blocking Door Management Pop-up9-54

▶ Add an entry door

The following describes how to add an entry door to the entry blocking policy.

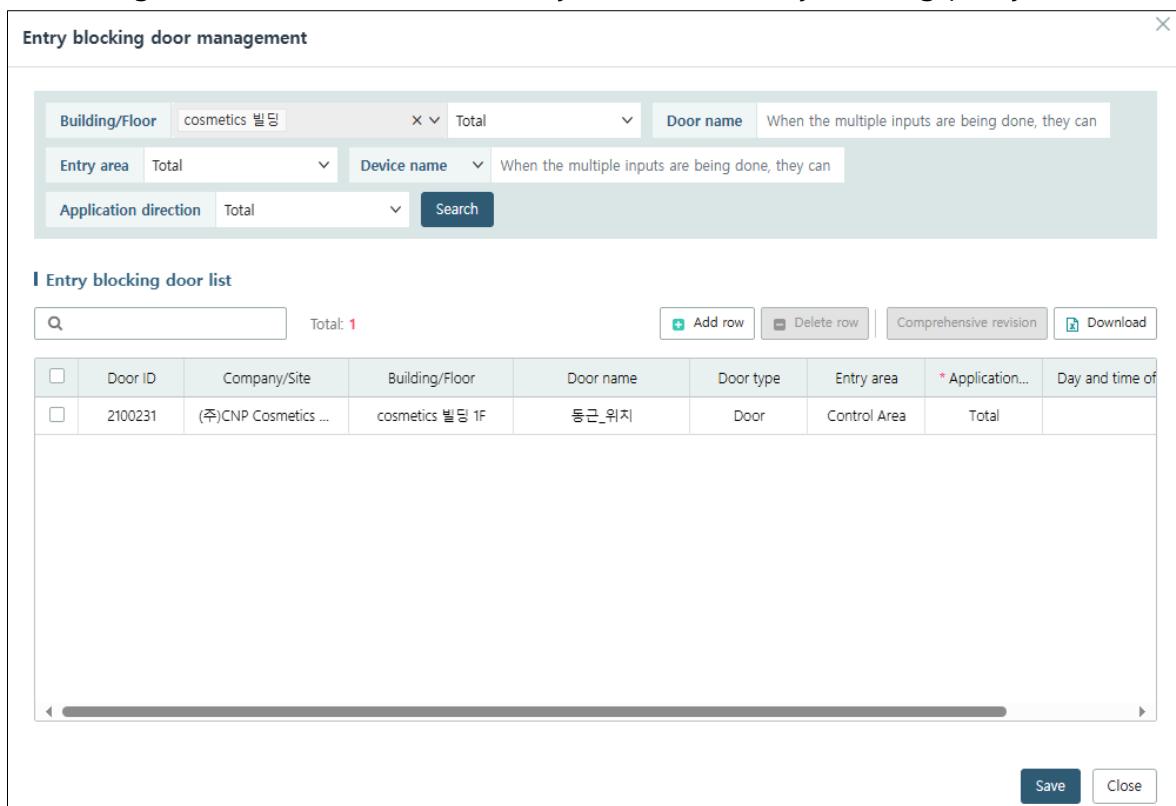


Figure 9-98. Entry Blocking Door Management Pop-up955

- ① Click the button in the Manage Doors pop-up.

- ② The installation location search pop-up will query the list of all entrances to the building. Find and select the door you want to add, click the button and it will be added to the list you want to add.

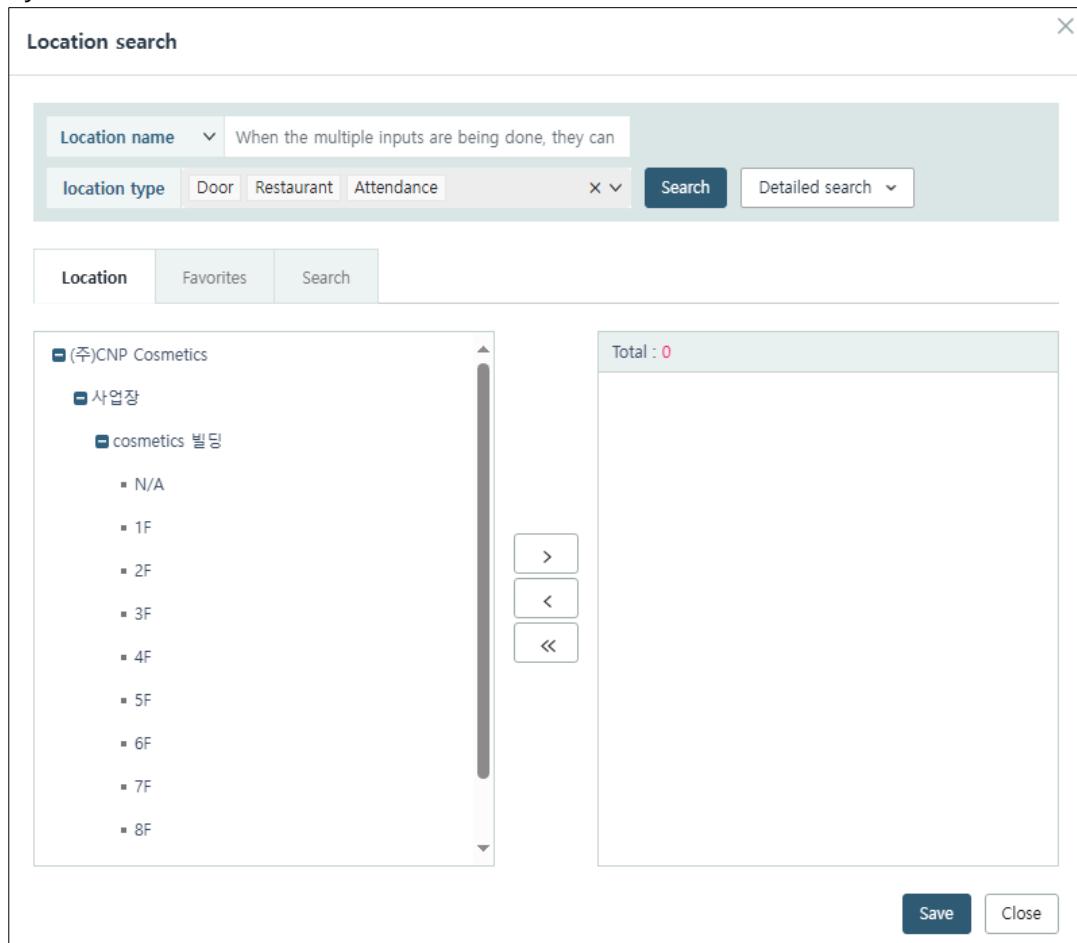


Figure 9-99. Installation location search pop-up956

- ③ Or enter the door you want to add directly into the search criteria.
- ④ Enter installation location information, connected device information, entrance station, and door status as search conditions.
- ⑤ Select the doors to add from the searched doors by Ctrl + Mouse Click, and then click the button to add them to the Add list on the right.
- ⑥ You can also select the entrance door from the Favorites tab.
- ⑦ Adding an entrance door to a favorite can be done in the [Location/Device>Location Management] menu.
- ⑧ When you're done selecting the doors you want to add, click the button.

- ⑨ The door is added to the list on the entry blocking door management screen and click the **Save** button again to complete the addition of the door. However, the time zone of the logged-in user and the time zone of the devices registered in the door to be added must match.

► Excel Download

You can download and check the list of doors included in the entry blocking policy in Excel. Here's how to do it.

	Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area	* Application...	Day and time of
<input type="checkbox"/>	2100231	(주)CNP Cosmetics ...	cosmetics 빌딩 1F	동근_위치	Door	Control Area	Total	

Figure 9-100. Download the list of blocked entry doors957

- ① When you open the Excel file, you can see the list of doors.

	A	B	C	D	E	F	G	H	I
1	Door ID	Company/Si	Building/Flo	Door name	Door type	Entry areacation direc	time of r	Modifier	
2	2100231	(주)CNP Cosmetics	빌딩 1F	동근_위치	Door	Control Area	Total	2025/05/3	huypq

Figure 9-101. Excel list of doors958

► Modify the door

When adding an entry door, the direction of blocking entry is reset to IN. The following describes how to modify the direction of entry blocking.

- ① In the Manage Blocked Doors pop-up, select the doors you want to modify the direction of entry blocking and click the Bulk Edit button.

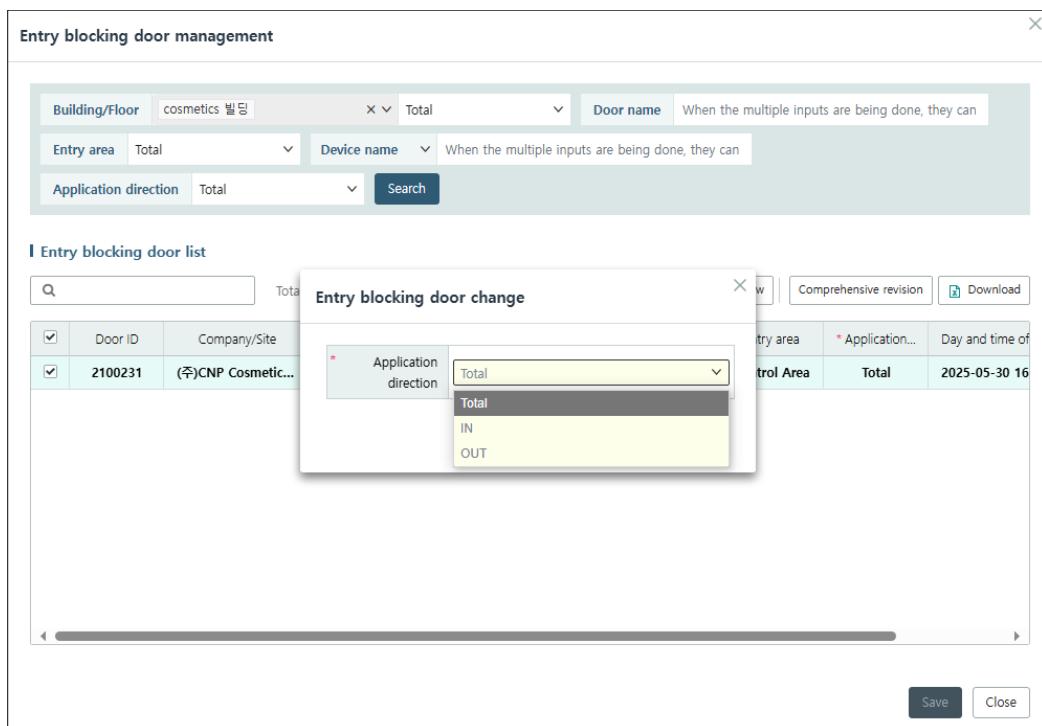


Figure 9-102. Pop-up to modify the entry blocking door

- ② Closed access A pop-up for the door modification will appear, and select the direction of application: IN, Total, and OUT.
- ③ When you are done modifying, click the **Save** button.
- ④ The direction of application to the list of entry blocking doors will be modified. Click the **Save** button again.

Entry blocking door management																									
Building/Floor		cosmetics 빌딩	Total	Door name	When the multiple inputs are being done, they can																				
Entry area	Total	Device name	When the multiple inputs are being done, they can																						
Application direction	Total	Search																							
I Entry blocking door list																									
<input type="text"/> Total: 1		Add row Delete row Comprehensive revision Download																							
<table border="1"> <thead> <tr> <th><input checked="" type="checkbox"/></th> <th>Door ID</th> <th>Company/Site</th> <th>Building/Floor</th> <th>Door name</th> <th>Door type</th> <th>Entry area</th> <th>* Application...</th> <th>Day and time of</th> </tr> </thead> <tbody> <tr> <td align="center"><input checked="" type="checkbox"/></td><td>2100231</td><td>(주)CNP Cosmetic...</td><td>cosmetics 빌딩 1F</td><td>등근_위치</td><td>Door</td><td>Control Area</td><td align="center">IN</td><td>2025-05-30 16</td></tr> </tbody> </table>								<input checked="" type="checkbox"/>	Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area	* Application...	Day and time of	<input checked="" type="checkbox"/>	2100231	(주)CNP Cosmetic...	cosmetics 빌딩 1F	등근_위치	Door	Control Area	IN	2025-05-30 16
<input checked="" type="checkbox"/>	Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area	* Application...	Day and time of																	
<input checked="" type="checkbox"/>	2100231	(주)CNP Cosmetic...	cosmetics 빌딩 1F	등근_위치	Door	Control Area	IN	2025-05-30 16																	
Save Close																									

Figure 9-103. Correction of the direction of application of the entrance door9-60

- ⑤ The correction of the application direction of the door is completed.

► Deleting a Door

The method of deleting the door from the entry blocking policy is as follows.

- ① Select the door you want to delete from the entry blocking door management pop-up and click the [Delete row](#) button.
- ② The door will be removed from the list of blocked doors.
- ③ Click the [Save](#) button to complete the deletion.

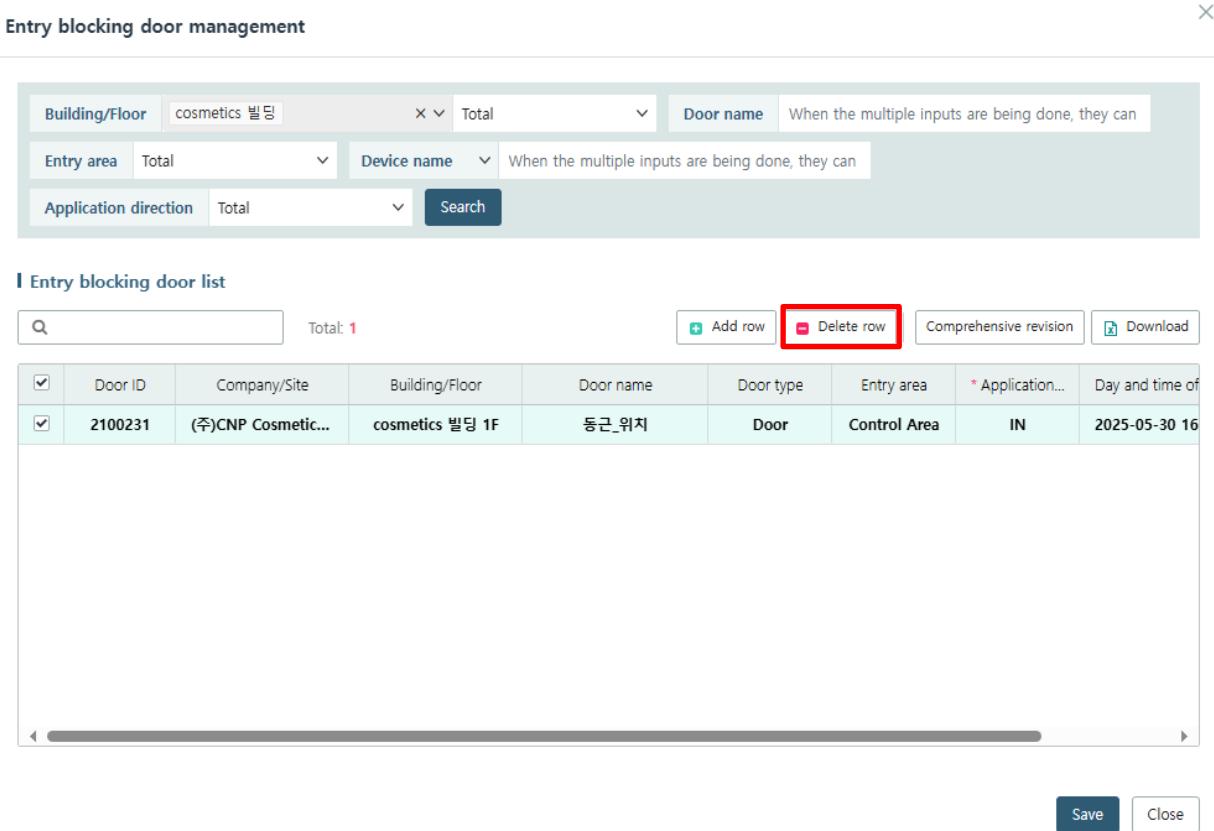


Figure 9-104. Removing the Entry Blocking Door Management Row961

9.3.6 Entry Blocking Policy Entry Rules

The entry blocking policy manages access rights with the following three entry rules.

① Entry level entry rules: Blocking access rights according to the access level of the authentication medium

- Level matching: Only authentication media that match the access level registered in the entry rules are blocked
- Unlike the entry permit policy, the entry blocking policy is not at any level

② Human resource information entry rules: Blocking access rights according to the user's human resource information

- It can be set with information such as company, site, user type, department, position, etc.

③ Individual user entry rules: Blocking entry rights to specific users

You can check how to access the access rule management screen by searching in the list + detailed type on the list screen.

The screenshot shows the 'Entry blocking policy list' screen. At the top, there are search filters for 'Company/Site' (selected: '(주)CNP Cosmetics'), 'Entry policy name' ('When the multiple inputs are being done, they can'), 'Entry level' (selected: 'Door'), 'User name' ('When the multiple inputs are being done, they can'), and 'Door name' ('When the multiple inputs are being done, they can'). Below the filters are buttons for 'Search', 'Detailed search', and a star icon.

The main area has two sections: 'Entry blocking policy list' and 'Basic Information'.

Entry blocking policy list:

Company/Site	Entry policy name
(주)CNP Cosmetics 광화문	○ ○
(주)CNP Cosmetics 광화문	ㄱ ㄱ
(주)CNP Cosmetics 사업장	ff
(주)CNP Cosmetics 사업장	new policy

Basic Information:

Company/Site	(주)CNP Cosmetics/사업장
Whether or not to include entrance doors to other businesses	Not used
Building	cosmetics 빌딩
Policy type	XID Policy
Entry policy name	ff
Explanation	
Use Interface	Not used
Policy Manager	
Registered information	2024-01-08 20:39 (이동근)
Revision information	2024-01-08 20:39 (이동근)

Detail information:

Entry rules	Entry level 2	Human resource information 0	Individual user 1
Door	cosmetics 빌딩 1		
Entry blocked users	4		

At the bottom right are 'Edit', 'New', and 'Delete' buttons.

Figure 9-105. Entry Blocking Policy List Screen Entry Rules9-62

If you click the button of each access rule, the access rule management screen will appear. The number shown on each button is the total number of registered entry rules. From the explanation below, each access rule management pop-up screen is the default start screen.

[Entry Level Entry Rules]

► Entry Level Entry Rule Inquiry

The screenshot shows a pop-up window titled "Entry rule management of entry level". At the top, there are three dropdown menus: "Company/Site" (with "Total" selected), "Entry level name" (with "Total" selected), and another dropdown menu. Below these is a "Search" button. The main area is titled "Entry rule list of entry level" and contains a search bar with a magnifying glass icon, a "Total: 2" label, and a "Download" button. A table lists two entries:

	Group	Company	Site	Entry level name	Entry level	Number of users
<input type="checkbox"/>	LG	(주)CNP Cosme...	ALL	Test	1	0
<input type="checkbox"/>	LG	LG CNS	ALL	정규직	1000	4

At the bottom right of the pop-up are four buttons: "New", "Copy", "Delete", and "Close".

Figure 9-106. Entry Level Entry Rule Management963

- ① Click the entry level entry rule pop-up button.
- ② The entry level entry rule management pop-up will appear, and the entire list of registered entry rules will be viewed.
- ③ Search conditions such as company, site, access level name, and scope of application (level matching/level or higher) can be searched in the list
- ④ The number of users applied to the entry rules of the relevant entry level is inquired.

► New registration of entry level entry rules

- ① Click the button on the entry level entry rule management screen.

The dialog box has four input fields: 'Group' (LG), 'Company' ((주)CNP Cosmetics), 'Site' (Total), and 'Entry level name/Entry level' (Test / 1). At the bottom are 'Save' and 'Cancel' buttons.

Figure 9-107. Registration of entry level

- ② Select the group, company, site, and entry level of the entry level to be registered in the entry level registration pop-up.
- ③ After entering everything, click the **Save** button to complete the new registration of the entry rules.

▶ Download the entry level entry rule list

- ① Click the **Download** button on the entry level entry rule management screen.

	A	B	C	D	E	F
1	Group	Company	Site	Entry level name	Entry level	Number of users
2	LG	(주)CNP Cosmetics	ALL	Test	1	0
3	LG	LG CNS	ALL	정규직	1000	4

Figure 9-108. Entry Level Entry Rule Excel Download9-64

- ② The list of entry rules for the entry level is downloaded as an Excel file.

▶ Modification of entry level entry rules

- ① Click the row of entry rules you want to edit on the entry level entry rule management screen.

The dialog box has four input fields: 'Group' (LG), 'Company' ((주)CNP Cosmetics), 'Site' (Total), and 'Entry level name/Entry level' (Test / 1). Below these are two read-only fields: 'Registered information' (Dong Ngoc Hieu (2025-03-24 18:20)) and 'Revision information' (Dong Ngoc Hieu (2025-03-24 18:20)). At the bottom are 'Save' and 'Cancel' buttons.

Figure 9-109. Modification of entry level entry rules965

- ② The edit entry rule pop-up will appear and the items that can be modified (group, company, site, entry level) will be opened.

- ③ Select the change item and click the **Save** button to complete the edit of the access rule.

► Copy of entry level entry rules

The copy entry rule function can be used quickly and easily when you want to register a new entry rule similar to the previously registered entry rule.

- ① Check the entry rules you want to copy on the entry level entry rule management screen.
 ② Click the **Copy** button.

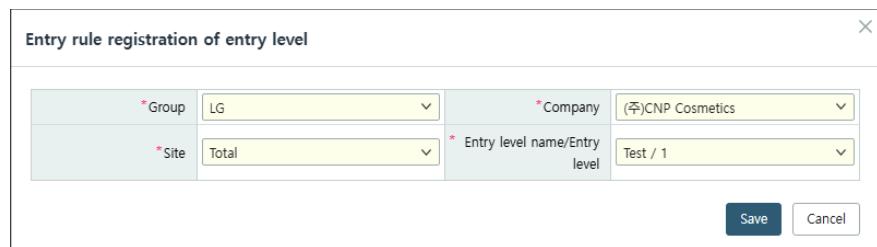


Figure 9-110. Copy of entry level entry rules9-66

- ③ In the registration pop-up of the entry level entry rules, each item will appear with the same selection as the copied entry rules. Select the entry rule information to register and click the **Save** button to complete the new registration.

► Deletion of entry level entry rules

- ① Select the entry rule you want to delete on the entry level entry rule management screen.
 ② Click the **Delete** button.

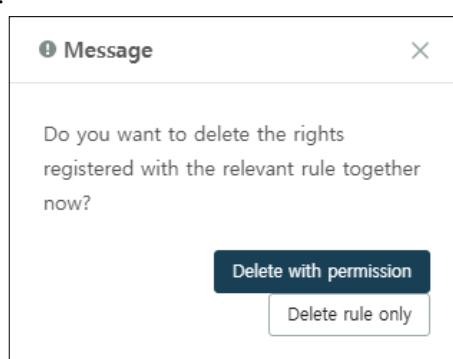


Figure 9-111. Message to delete entry rules at the entry level9-67

- ③ If you choose 'Delete with permissions', the policy is sent in real time to the terminals included in the policy, and the entry rights are immediately reclaimed. If you 'Delete rule only', only the entry rules are deleted and the policy is not transmitted to the terminal,

so the entry rights are maintained until the entry policy synchronization is deployed in the early morning.

[Human Resource Information Entry Rules]

► Human Resource Information Entry Rule Inquiry

Compa...	User type	Entry rules	User	Autom...	Start day and t...	End date and t...	Synchronization
(주)CN...	Full time e...	\$	5	Not used	2023-11-22	2024-11-22	Synchronization

Figure 9-112. Management of human resource information entry rules9-68

- ① Click the human resource information access rule pop-up button.
- ② The Manage Human Resource Information Entry Rules pop-up will appear, and the entire list of registered entry rules will be viewed.
- ③ Search conditions such as company, site, department, position, user type, and gender can be searched in the list

► New registration of human resource information entry rules

- ① Click the button on the Manage Human Resource Information Entry Rules screen.

Entry rule registration of human resource information

① Corresponding personnel can have access from the day after the access rule of personnel information is registered.
 ② If you have to access urgently, click the "Synchronization now" button immediately after adding the entrance rules.
 (However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

*Company	(주)CNP Cosmetics	*User type	Full time employee
*Entry rules			
Site	Not set		
Department	Q	<input type="checkbox"/> Subdivision included	
Appointment	[+]		
Gender	Not set		
*Entry validity period	<input type="button" value=""/>	1 week	1 month
	1 year	No limit	

Save **Cancel**

Figure 9-113. Registration of human resource information entry rules9-69

- ② When the registration pop-up of the human resource information access rule appears, enter the human resource information company, user type, site, department, position, gender, and expiration date.
- ③ After entering everything, click the **Save** button to add it to the entry rule list.
- ④ Click the **Synchronization** button. You must click the button to block entry permission.

Entry rule management of human resource information

Company	Total	Automatic deletion	Total
Entry rules	Department name	When the multiple inputs are being done, they can	Search

I Entry rule list of human resource information

Compa...	User type	Entry rules	User	Autom...	Start day and t...	End date and t...	Synchronization
(주)CN...	Full time e...	s	S	Not used	2023-11-22	2024-11-22	Synchronization

New **Copy** **Delete** **Close**

Figure 9-114. Human Resource information Entry Rule Sync Button970

► Download the list of human resource information entry rules

- ① Click the  button on the Manage Human Resource Information Entry Rules screen.

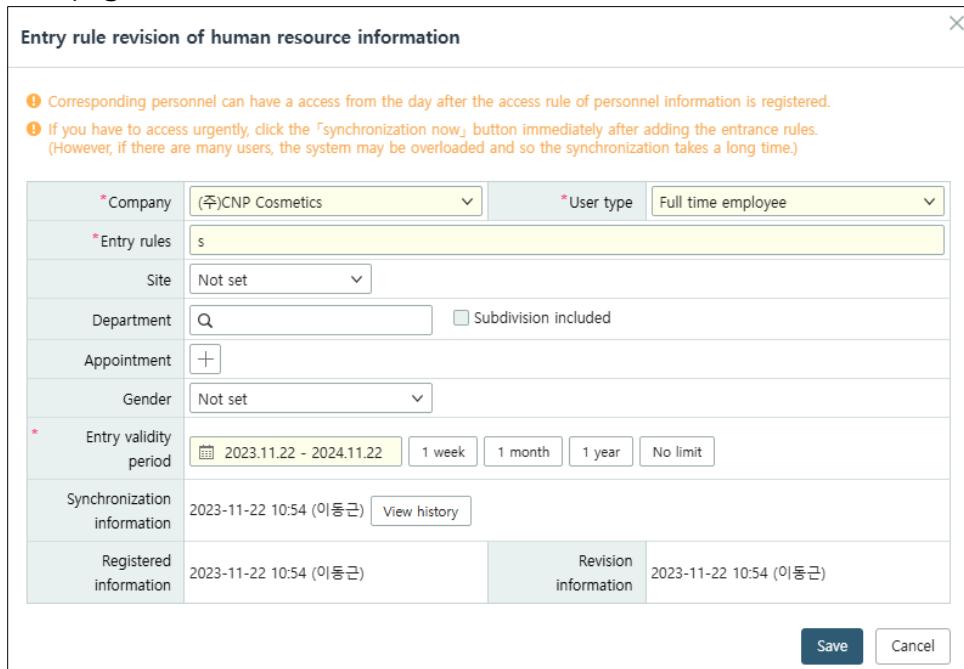
	A	B	C	D	E	F	G
1	Company	User type	Entry rules	User	Automatic deletion	Start day and time	End date and time
2	(주)CNP Cosmetics	Full time employee	s	5	Not used	2023-11-22	2024-11-22

Figure 9-115. Human Resource information Entry Rules Excel Download971

- ② The list of human resource information entry rules is downloaded as an Excel file.

► Modification of human resource information entry rules

- ① Click the access rule row you want to edit on the Manage Human Resource information Entry Rules page.



The dialog box contains the following information:

- Company:** (주)CNP Cosmetics
- User type:** Full time employee
- Entry rules:** s
- Site:** Not set
- Department:** Q (Subdivision included)
- Appointment:** +
- Gender:** Not set
- Entry validity period:** 2023.11.22 - 2024.11.22 (1 week, 1 month, 1 year, No limit)
- Synchronization information:** 2023-11-22 10:54 (이동근), View history
- Registered information:** 2023-11-22 10:54 (이동근), Revision information: 2023-11-22 10:54 (이동근)

Figure 9-116. Modification of human resource information entry rules972

- ② The Edit Human Resource Information Entry Rules pop-up will appear, and the items that can be edited will be opened.
 ③ If you click the  button after completing the change, the modification will be reflected in the entry rule list.

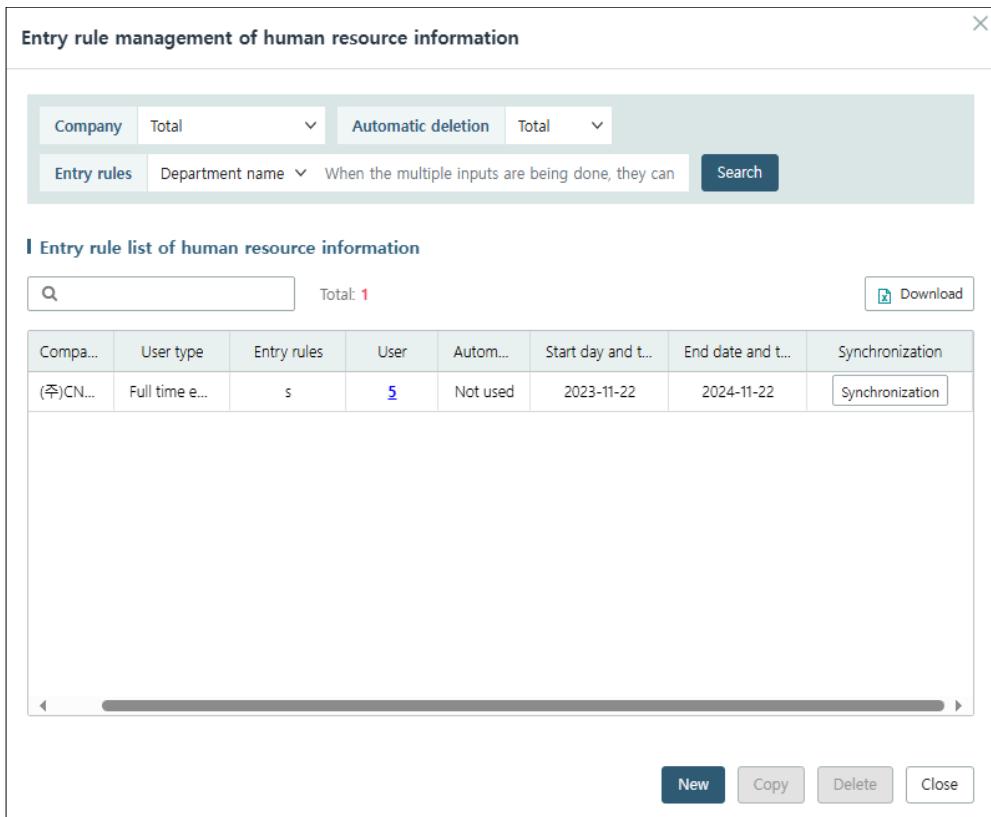


Figure 9-117. Synchronization of human resource information entry rules9-73

- ④ Click the **Synchronization** button. You must click the button to block entry permission.

► Copy human resource information entry rules

The human resource information copy function can be used quickly and easily when you want to register a new access rule similar to the previously registered access rule.

- ① Check the entry rules you want to copy on the Manage Human Resource Information Entry Rules screen.
② Click **Copy** button.

Entry rule registration of human resource information

① Corresponding personnel can have access from the day after the access rule of personnel information is registered.
 ② If you have to access urgently, click the 'Synchronization now' button immediately after adding the entrance rules.
 (However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

*Company	(주)CNP Cosmetics	*User type	Full time employee
*Entry rules	s		
Site	Not set		
Department	<input type="text"/> <input checked="" type="checkbox"/> Subdivision included		
Appointment	<input style="width: 20px; height: 20px;" type="button" value="+"/>		
Gender	Not set		
* Entry validity period	2023.11.22 - 2024.11.22	1 week	1 month
	1 year	No limit	

Save **Cancel**

Figure 9-118. Copy of human resource information entry rules9-74

- ③ In the registration pop-up of human resource information entry rules, each item is selected the same as the copied entry rules. Select the access rule information to register and click the button to complete the new registration.
- Save**
- ④ Click the **Synchronization** button.

► Deletion of human resource information entry rules

- ① Select the access rule you want to delete on the Manage Human Resource Information Entry Rule screen.
- ② Click the **Delete** button.

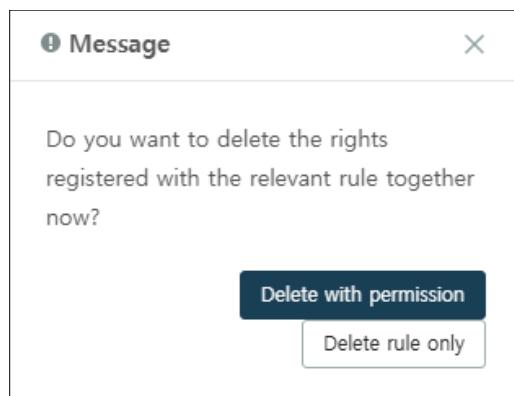


Figure 9-119. Message for deletion of human resource information entry rules9-75

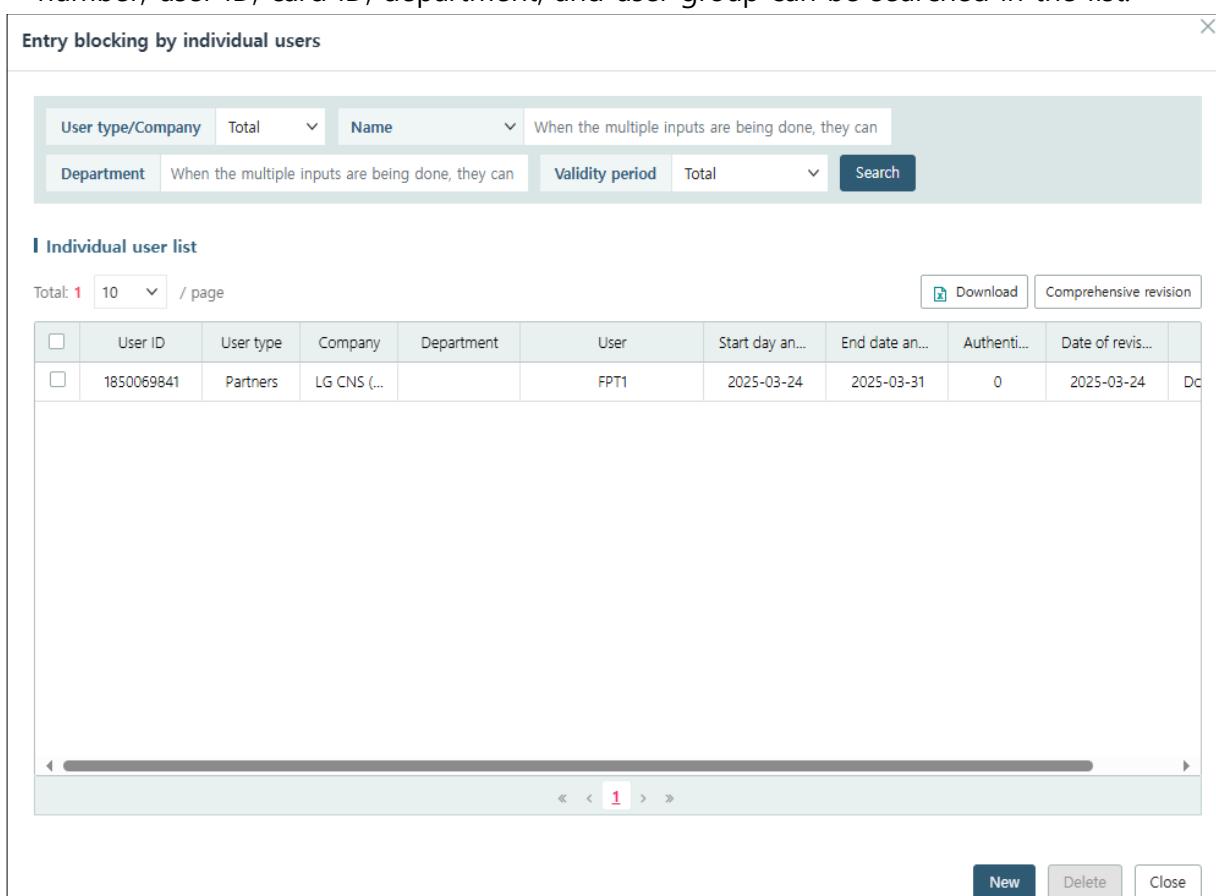
- ③ If you choose 'Delete with permissions', the policy is sent in real time to the terminals included in the policy, and the entry rights are immediately reclaimed. If you 'Delete rule only', only the entry rules are deleted and the policy is not transmitted to the terminal,

so the entry rights are maintained until the entry policy synchronization is deployed in the early morning.

[Individual User Entry Rules]

► View entry rules for individual users

- ① Click the Individual User Entry Rules pop-up  button.
- ② A pop-up to block access for individual users will appear, and a list of all registered users will be viewed.
- ③ Search by entering search conditions such as user type, company, name, company number, user ID, card ID, department, and user group can be searched in the list.

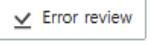


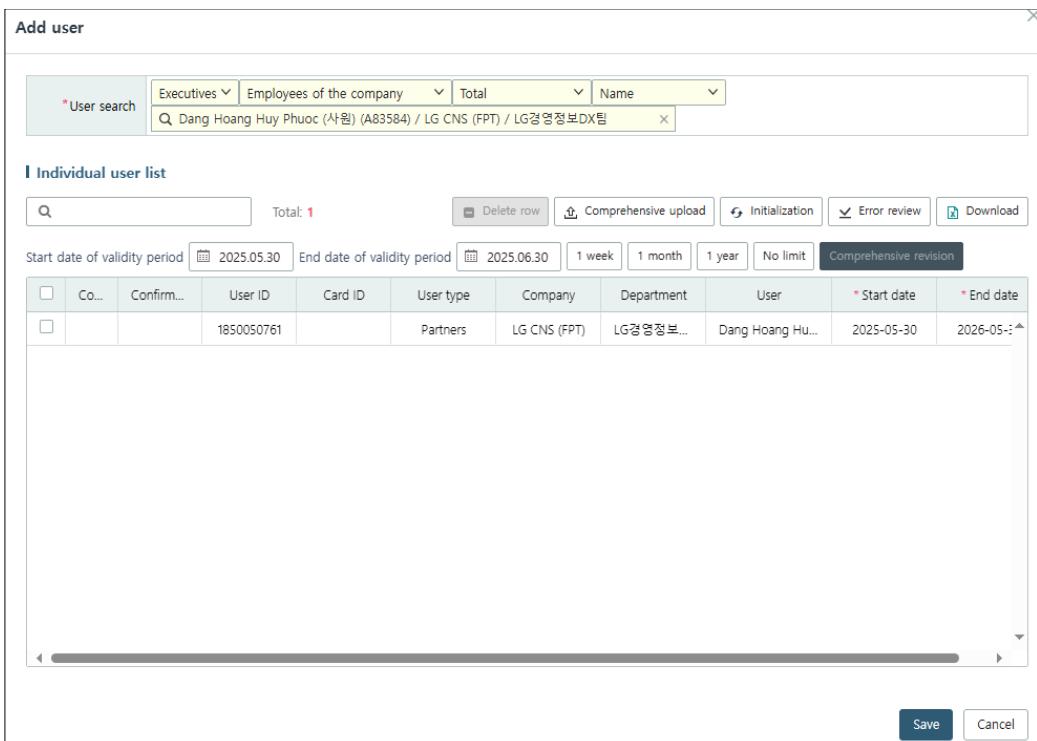
User ID	User type	Company	Department	User	Start day an...	End date an...	Authenti...	Date of revis...	Date of creat...
1850069841	Partners	LG CNS (...)		FPT1	2025-03-24	2025-03-31	0	2025-03-24	

Figure 9-120. Individual user entry blocking screen976

► Individual User Registration

- ① Click the  button on the individual user entry blocking screen.
- ② When the Add User pop-up appears, search for the user to register in the user search field and add them to the list of individual users.
 - Search by user type, company, name, company number, user ID, card ID, etc.

- ③ If you want to delete it again from the list of users you want to add, select the user and click  button.
- ④ If you want to save the list of users you want to add in Excel, click the  button.
- ⑤ If you want to delete the list altogether, click the  button.
- ⑥ Enter the start and end dates of the validity period, and then select the user to whom the validity period will be applied and click the  button.
 - If not selected, it defaults to 1 year from today
- ⑦ When you have added all the users to the list, click the  button.
- ⑧ If all are successful, click the  button. Adding individual users to the policy is complete.



The screenshot shows the 'Add user' dialog box. At the top, there is a search bar with dropdown menus for 'User search' (set to 'Executives'), 'Employees of the company' (set to 'Total'), and 'Name'. Below the search bar is a table titled 'Individual user list' containing one row of data. The table columns are: Select, Co..., Confirm..., User ID, Card ID, User type, Company, Department, User, Start date, and End date. The data in the table is as follows:

Select	Co...	Confirm...	User ID	Card ID	User type	Company	Department	User	Start date	End date
<input type="checkbox"/>			1850050761		Partners	LG CNS (FPT)	LG경영정보DX팀	Dang Hoang Hu...	2025-05-30	2026-05-31

Below the table are several buttons: 'Delete row' (disabled), 'Comprehensive upload', 'Initialization', 'Error review' (disabled), 'Download', 'Start date of validity period' (set to 2025.05.30), 'End date of validity period' (set to 2025.06.30), and 'Comprehensive revision'. At the bottom right are 'Save' and 'Cancel' buttons.

Figure 9-121. Add Users977

► Bulk registration of individual users

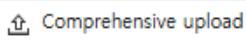
- ① On the Add User screen, click the  button.



Figure 9-122. Upload file978

- ② A file upload pop-up will appear, click the button.

	A	B	C	D	E	F	G
1	사용자ID	사용자유형	회사	부서	사용자	시작일	종료일
2	1000914574	정직원	LG CNS	보안사업팀	이희수	2021-04-28	2021-05-30

Figure 9-123. Individual user bulk registration form9

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- ③ Enter the information of the user you want to add to the form and save it.

- ④ On the file upload screen, click to upload the form file.

- ⑤ The list of users entered in the form file is added to the individual user list on the Add User screen.

- ⑥ Click the button to review the errors.

- ⑦ If all are successful, click the button.

▶ Download individual user list

- ① Click the button on the individual user access block screen.

	A	B	C	D	E	F	G	H	I	J
1	User ID	User type	Company	Department	User	Start day and time	End date and time	Authentication media	Date of revision	Modifier
2	1850051043	Partners	LG CNS (FPT Korea)	SCP2팀	Bui Manh Hung (책임) (A83264)	2025-05-30	2026-05-30	0	2025-05-30 17:59	huypq
3	1850069841	Partners	LG CNS (FPT Software)		FPT1	2025-03-24	2025-03-31	0	2025-03-24 18:20	Dong Ngoc Hieu

Figure 9-124. Individual user list Excel download9-80

- ② A list of individual users will be downloaded as an Excel file.

▶ Edit individual users

- ① Select the users you want to edit on the Block Individual User access screen.

- ② Click the button.

- ③ If you enter the start and end date of the validity period and click the button, the validity period will be modified in batches only for the selected users.

▶ Delete individual users

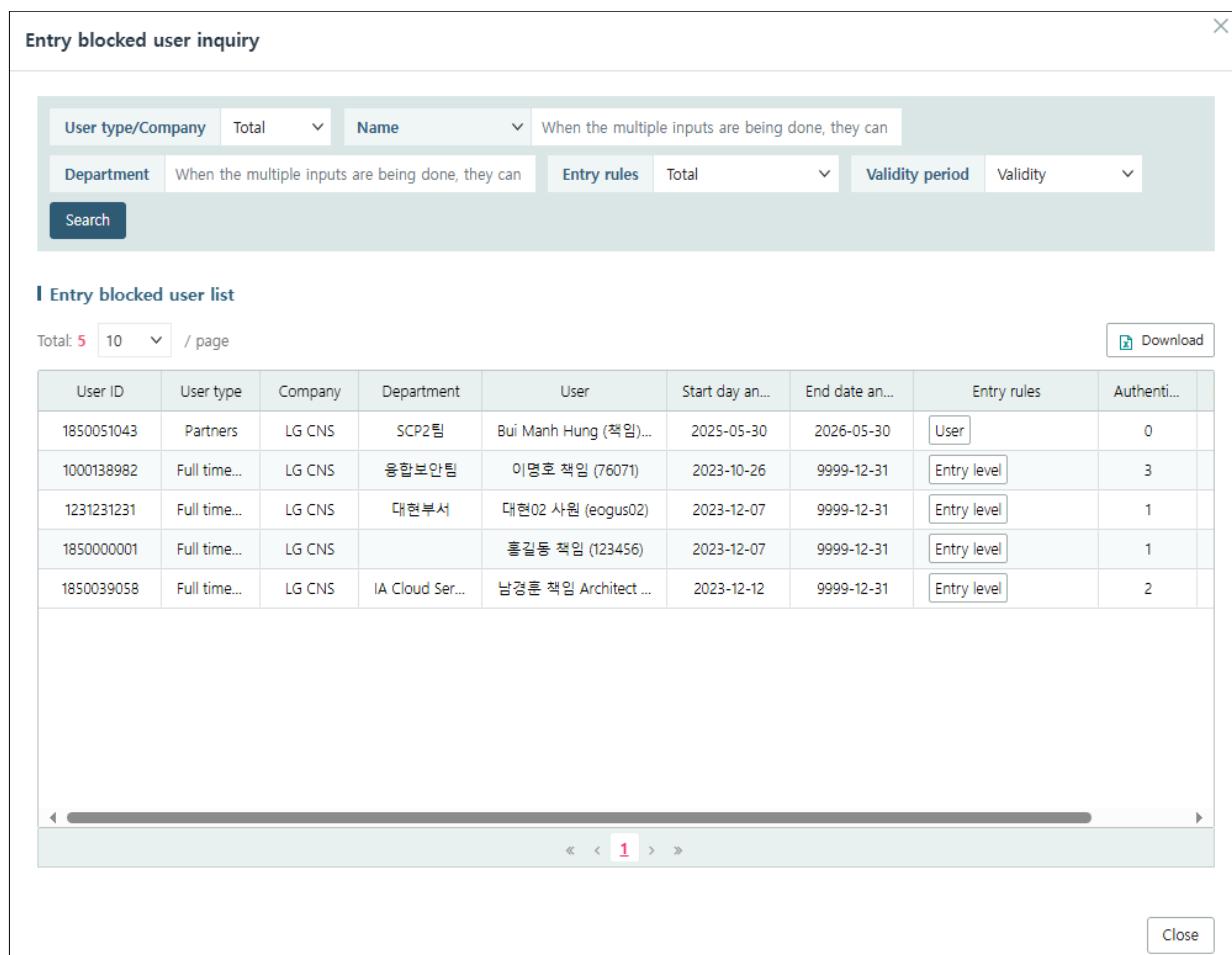
- ① Select the user you want to delete from the Block Individual User access screen.
- ② Click the  button.
- ③ If you see the message "Do you want to delete?", click "Yes".

9.3.7 Entry Blocking Policy Entry Blocked User

You can collect users included in the policy by different entry rules at once in Blocked Users.

► Entry Blocked User Inquiry

- ① Click the pop-up button in the Entry Blocked User section.
- ② The button specifies the number of all users included in the policy



User ID	User type	Company	Department	User	Start day an...	End date an...	Entry rules	Authenti...
1850051043	Partners	LG CNS	SCP2팀	Bui Manh Hung (책임)...	2025-05-30	2026-05-30	User	0
1000138982	Full time...	LG CNS	융합보안팀	이명호 책임 (76071)	2023-10-26	9999-12-31	Entry level	3
1231231231	Full time...	LG CNS	대현부서	대현02 사원 (eogus02)	2023-12-07	9999-12-31	Entry level	1
1850000001	Full time...	LG CNS		홍길동 책임 (123456)	2023-12-07	9999-12-31	Entry level	1
1850039058	Full time...	LG CNS	IA Cloud Ser...	남경훈 책임 Architect ...	2023-12-12	9999-12-31	Entry level	2

Figure 9-125. Viewing Blocked Users981

- ③ The Entry Blocked User Inquiry pop-up will appear, and the list of all blocked users will be shown.

- ④ Search conditions such as user type, company, name, company number, user ID, card ID, department, user group, and entry rules can be searched in the list

▶ Add a blocked user

- ⑤ Click the  button on the entry blocked user inquiry screen.
 ⑥ The Add User pop-up screen will appear, and the method of adding a user is the same as the method of adding individual users above.

▶ Download the list of blocked users

- ① Click the  button on the entry blocked user inquiry screen.

	A	B	C	D	E	F	G	H	I	J
1	User ID	User type	Company	Department	User	Start day and time	End date and time	Entry rules	Authentication media	Date of revision
2	1850051043	Partners	LG CNS	SCP2팀	Bui Manh Hung (책임) (A83264)	2025-05-30	2026-05-30	User	0	2025-05-30 17:59
3	1000138982	Full time employee	LG CNS	융합보안팀	이명호 책임 (76071)	2023-10-26	9999-12-31	Entry level	3	2025-03-25 16:27
4	1231231231	Full time employee	LG CNS	대현부서	대현02 사원 (eogus02)	2023-12-07	9999-12-31	Entry level	1	2025-03-25 16:27
5	1850000001	Full time employee	LG CNS	총길동 책임	(123456)	2023-12-07	9999-12-31	Entry level	1	2025-03-25 16:27
6	1850039058	Full time employee	LG CNS	IA Cloud Service팀	남경훈 책임 Architect (72755)	2023-12-12	9999-12-31	Entry level	2	2025-03-25 16:27

Figure 9-126. Download Excel list of entry blocked users982

- ② The list of blocked users will be downloaded as an Excel file.

▶ Modify blocked users

- ① Select the users you want to edit on the Entry Blocked Users inquiry screen.
 ② Only users added through the individual user entry rules can be edited.
 ③ Click the  button.
 ④ If you enter the start and end date of the validity period and click the  button, the validity period will be modified in batches only for the selected users.

▶ Remove a blocked user

- ① Select the user you want to delete from the Entry Blocked User View screen.
 ② Click the  button.
 ③ If you see the message "Do you want to delete?", click "Yes".

9.3.8 Delete entry blocking policy

To remove an entry blocking restriction policy, there must be no doors and rules included in the policy. Therefore, in order to delete the policy, both the entry door and the entry rule must be deleted.

The screenshot shows the 'Entry blocking policy list' screen. At the top, there are search filters for 'Company/Site' (주)CNP Cosmetics, 'Entry level' (Total), 'Entry policy name' (When the multiple inputs are being done, they can), 'User name' (When the multiple inputs are being done, they can), and 'Door name' (When the multiple inputs are being done, they can). Below the filters is a search bar with 'Search' and 'Detailed search' buttons. The main area displays a table of entry blocking policies. One policy is selected, showing its details in a right-hand panel. The policy details include:

Company/Site	(주)CNP Cosmetics/사업장
Whether or not to include entrance doors to other businesses	Not used
Building	cosmetics 빌딩
Policy type	XID Policy
Entry policy name	ff
Explanation	
Use Interface	Not used
Policy Manager	
Registered information	2024-01-08 20:39 (이동근)
Revision information	2024-01-08 20:39 (이동근)

At the bottom right of the panel are 'Edit' and 'Delete' buttons. Below the main table is a navigation bar with arrows and page numbers (Total: 4, 10 / page).

Figure 9-127. Removal of entry blocking policy983

- ① Click the button on the entry blocking policy management screen or the detail screen.
- ② If there is an entry door or entry rules, an error message will occur. In this case, delete both the door and the entry rule and click the button again.

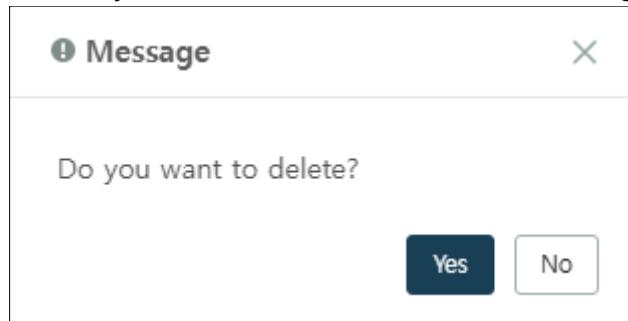


Figure 9-128. Error message for deleting the entry blocking policy984

- ③ If you see the message "Do you want to delete?", click "Yes".
- ④ The deletion of the entry blocking policy is completed.

9.4 Entry Schedule Management

9.4.1 Basic screen configuration

The entry schedule is to set a time for each day of the week or holiday so that access is allowed only during that time. When registering the access permission policy, you must select the entry schedule. Entry schedules are managed for each business site, and all workplaces have an 'always' entry schedule registered by default. The basic screen of entry schedule management is as follows.

The screenshot shows the 'Entry schedule list' interface. At the top, there are tabs for 'Entry schedule' and 'Holiday information'. The 'Entry schedule' tab is selected. Below the tabs are filters for 'Company/Site' (set to '(주)CNP Cosmetics'), '사업장' (Business Site), 'Schedule type' (set to 'XID entry schedule'), and a search bar. A star icon is also present. The main area is titled 'Entry schedule list' and shows a table with columns for days of the week (Sun, Mon, Tue, Wed, Thu, Fri, Sat) and hours (0-23). The table contains several rows representing different types of holidays: 'Sun' (Sunday), 'Mon' (Monday), 'Tue' (Tuesday), 'Wed' (Wednesday), 'Thu' (Thursday), 'Fri' (Friday), 'Sat' (Saturday), 'Legal holiday' (法定假日), and 'Stipulated holiday' (指定假日). A search bar and two buttons ('Save' and 'Send') are located at the bottom right of the table area.

Figure 9-129. Entry Schedule Management Basic Screen

985

- ① Enter the Entry Schedule Management menu > Entry.
- ② In the Entry Schedule tab, you can view the schedule list of the company and site at the top.

The screenshot shows the 'Entry schedule list' interface with the 'Holiday information' tab selected. At the top, there are tabs for 'Entry schedule' and 'Holiday information'. The 'Holiday information' tab is selected. Below the tabs are filters for 'Company/Site' (set to '(주)CNP Cosmetics'), '사업장' (Business Site), 'Holiday type' (set to 'Total'), and a date range 'Select period' (set to '2025.05.30 - 2026.05.29'). A search bar and a star icon are also present. The main area is titled 'Holiday information' and contains two sections: a calendar for May 2025 and a table of holidays. The calendar highlights the 30th of May. The table has columns for 'Start date', 'End date', 'Holiday name', 'Holiday type', 'Repeat ev...', 'Applied sc...', and 'Last edit'. It lists four entries: 2025-07-03 (123, Legal holidays, Not used, The whole c..., 2024-07-03 노현...), 2025-07-03 (1, Legal holidays, Not used, The whole c..., 2024-07-03 노현...), 2025-12-26 (테스트, Legal holidays, Usage, 사업장, 2023-12-28 이동근), and 2025-12-26 (o, Legal holidays, Usage, The whole c..., 2023-12-28 이동근). A search bar, a 'Download' button, and two buttons ('Save' and 'Send') are located at the bottom right.

Figure 9-130. Holiday Information Tab

- ③ In the Holiday Information tab, you can view the holiday list of the company and site at the top.

9.4.2 Entry schedule inquiry

The entry schedule on the entry schedule list screen is as follows.

The screenshot shows the 'Entry schedule list' interface. At the top, there are tabs for 'Entry schedule' and 'Holiday information'. Below the tabs, there are dropdown menus for 'Company/Site' (set to '(주)CNP Cosmetics'), '사업장' (Business Site), 'Schedule type' (set to 'XID entry schedule'), and a search bar. To the right of the search bar is a star icon. The main area is divided into two sections: 'Entry schedule list' on the left and a large grid on the right. The grid has columns for hours from 0 to 23 and rows for days: Sun, Mon, Tue, Wed, Thu, Fri, Sat, Legal holiday, and Stipulated holiday. Each cell in the grid contains the text '00:00~24:00', indicating a full-day schedule. On the far right of the grid are 'Save' and 'Send' buttons.

Figure 9-131 Entry Schedule Inquiry987

- ① Select your company and site at the top of the Entry Schedule tab of the Entry Schedule List screen and click the **Search** button.
- ② On the left, a list of entry schedules registered at the business site is viewed. Click the schedule you want to view.
- ③ The number specified in parentheses next to the name of the entry schedule is the number of access policies to which the schedule is applied.
- ④ The time schedule for each day of the week or holiday is searched on the right.

9.4.3 Register entry schedule

The method of registering the entry schedule is as follows.

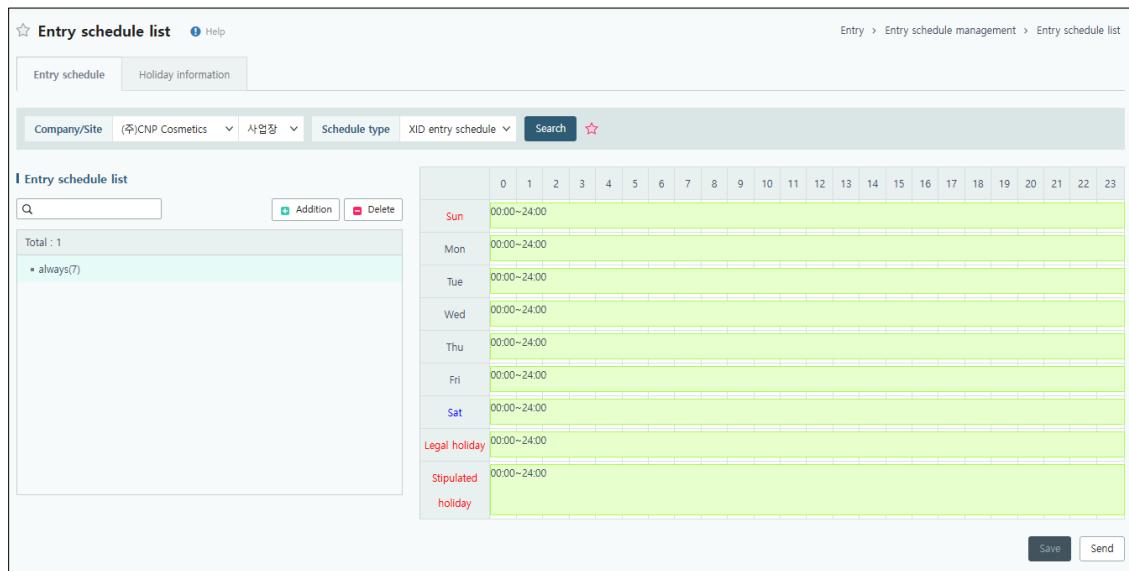


Figure 9-132. Registering Entry Schedule988

- ① On the entry schedule list screen, enter the company and site and click the **Search** button.
- ② Click the **+ Addition** button in the list of entry schedules.

A modal dialog titled 'Entry schedule registration'. It contains four input fields with asterisks indicating required fields:

- * Company: (주)CNP Cosmetics
- * Site: 사업장
- * Schedule type: XID entry schedule
- * Schedule name: (This field is empty)

At the bottom right are 'Save' and 'Close' buttons.

Figure 9-133. Registering the Entry Schedule989

- ③ The entry schedule registration pop-up will appear, and the company, site, and schedule type are fixed as selected on the entry schedule list screen. Enter the schedule name and click the **Save** button.
- ④ A new schedule will be added to the entry and exit schedule list. Click the schedule.

- ⑤ Drag the mouse to the time zone where you want to allow access from the schedule table on the right.
- ⑥ A pop-up will appear to select the day and time zone once again as shown below.
- ⑦ Time can be set in 10-minute increments

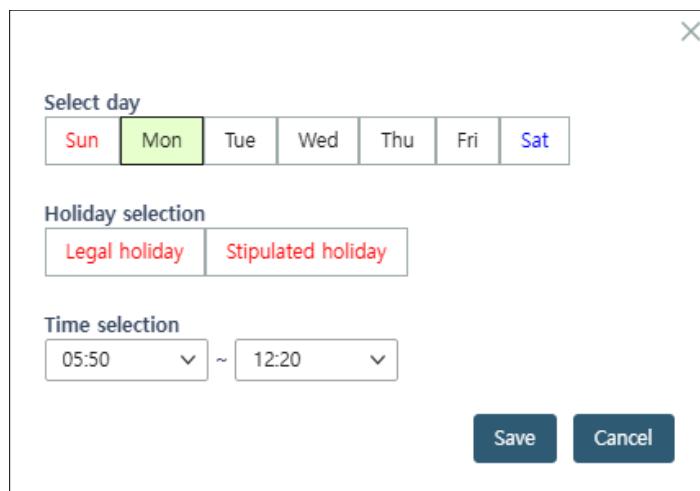


Figure 9-134. Schedule Registration990

- ⑧ When you are done typing, click the **Save** button.
- ⑨ If you have additional schedules, repeat 5~7 times.
- ⑩ After the input is completed, click the **Save** button at the bottom of the schedule table to complete the registration of the entry schedule.

9.4.4 Modify Entry Schedule

The following describes how to modify the entry schedule.

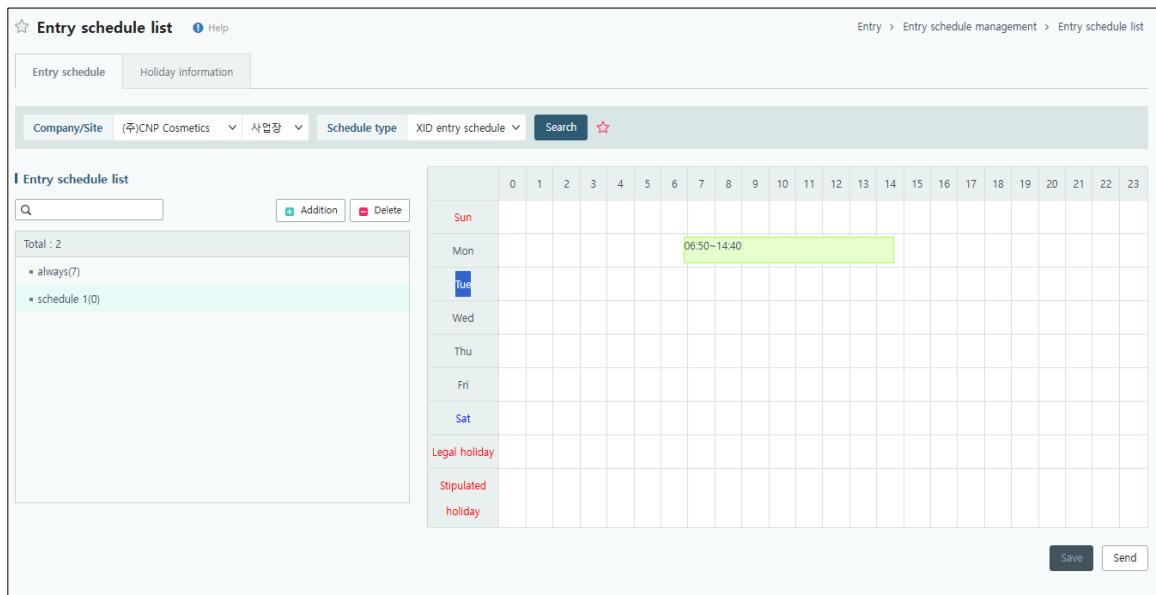


Figure 9-135. Modification of Entry Schedule991

- ① Search for the entry schedule you want to modify in the Entry Schedule List screen and click on the list on the left.
- ② If you want to add a schedule, drag it to an empty place where there is no schedule and save it in the same way as when you registered the schedule.
- ③ If you want to modify or delete a schedule, click the already registered schedule.

This is a 'Schedule Correction' dialog box. It includes a 'Select day' section with buttons for Sun through Sat, where 'Mon' is highlighted. Below that is a 'Holiday selection' section with buttons for 'Legal holiday' and 'Stipulated holiday'. Underneath is a 'Time selection' section with dropdown menus for '06:50' and '14:40', separated by a tilde (~). At the bottom are 'Save' and 'Delete' buttons.

Figure 9-136. Schedule Correction9-92

- ④ If you want to edit it, click the **Save** button after editing the content, or click the **Delete** button if you want to delete it.

- ⑤ After editing or deleting is completed, click the **Save** button at the bottom of the schedule table to complete the modification of the entry schedule.

9.4.5 Transmission of entry schedule

The method of sending the entry schedule to the terminal in real time is as follows.

The screenshot shows the 'Entry schedule list' interface. At the top, there are tabs for 'Entry schedule' and 'Holiday information'. Below the tabs, there are dropdown menus for 'Company/Site' (set to '(주)CNP Cosmetics'), '사업장' (Business Site), 'Schedule type' (set to 'XID entry schedule'), and search fields ('Search', '☆'). On the left, a sidebar titled 'Entry schedule list' displays a search bar, a total count of 2, and two items: '# always(7)' and '# schedule 1(0)'. The main area is a weekly schedule grid from Monday to Sunday. The grid shows a single green-highlighted slot for Tuesday from 06:50 to 14:40. The grid has columns numbered 0 to 23. At the bottom right of the grid are 'Save' and 'Send' buttons.

Figure 9-137. Sending Entry Schedule9-93

- ① Select the site to which the entry schedule is sent, and then click the **Search** button.
- ② Click the **Send** button.
- ③ Entry schedule information is sent to all terminals at the business site.

9.4.6 Delete entry schedule

The following describes how to delete the entry schedule.

The screenshot shows the 'Entry schedule list' page. At the top, there are tabs for 'Entry schedule' and 'Holiday information'. Below the tabs, there are dropdown menus for 'Company/Site' (set to '(주)CNP Cosmetics'), '사업장' (set to '사업장'), 'Schedule type' (set to 'XID entry schedule'), and a search bar. To the right of the search bar is a star icon. The main area is divided into two sections: 'Entry schedule list' on the left and a 'Schedule table' on the right. The 'Entry schedule list' section shows a table with two rows: 'always(7)' and 'schedule 1(0)'. The 'Schedule table' on the right shows a weekly grid from Sunday to Saturday. A green highlight covers the time slot from 06:50~14:40 on Monday. At the bottom right of the schedule table are 'Save' and 'Send' buttons.

Figure 9-138. Deleting the Entry Schedule994

- ① Click the entry schedule you want to delete from the list on the left.
- ② Click the button.
- ③ After the deletion from the list is completed, click the button at the bottom of the schedule table to complete the deletion of the entry schedule.

9.4.7 Holiday Information Inquiry

Holiday information can be checked in the Holiday Information tab of the Entry Schedule List screen. In the Entry Schedule tab, you can set the entry schedule not only on each day of the week (Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday) but also on legal holidays and contractual holidays. Holidays are also managed on a business-by-business basis and are set in the Holiday Information tab. The way to view holiday information is as follows.

	* Start date	* End date	* Holiday name	* Holiday type	* Repeat ev...	* Applied sc...	Last edit
<input type="checkbox"/>	2025-07-03	2025-07-03	123	Legal holidays	Not used	The whole c...	2024-07-03(노현...)
<input type="checkbox"/>	2025-07-03	2025-07-03	1	Legal holidays	Not used	The whole c...	2024-07-03(노현...)
<input type="checkbox"/>	2025-12-26	2025-12-26	테스트	Legal holidays	Usage	사업장	2023-12-28(이동근)
<input type="checkbox"/>	2025-12-26	2025-12-26	○	Legal holidays	Usage	The whole c...	2023-12-28(이동근)

Figure 9-139. Entry Schedule Management Holiday Information9-95

- ① Select the company, site, holiday type (legal holidays/stipulated holiday), and period, and then click the **Search** button.
- ② On the calendar on the left, holidays are displayed in green, and on the right, a list of holiday information is shown.

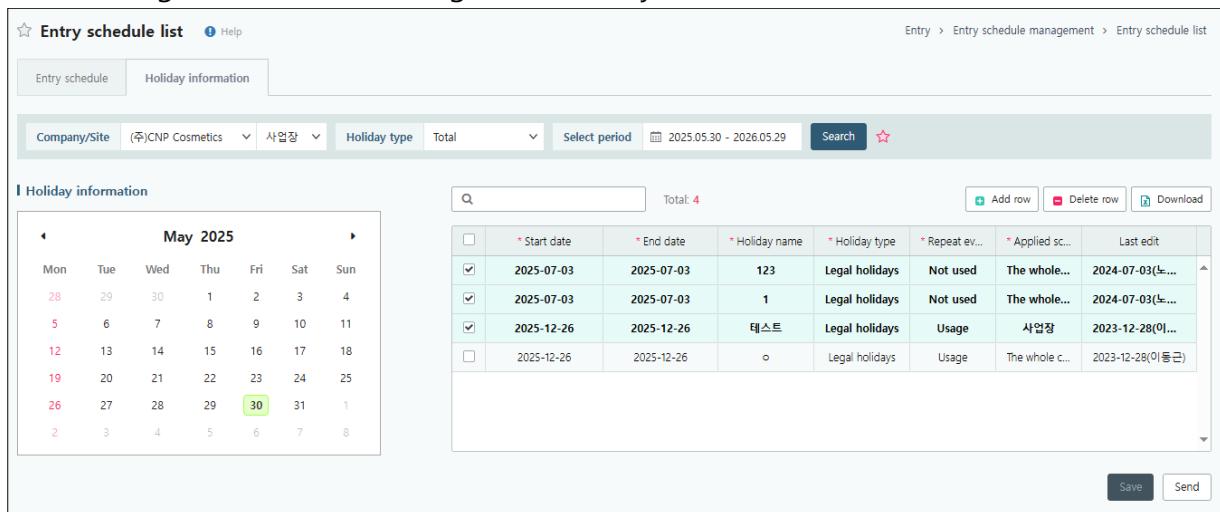
	* Start date	* End date	* Holiday name	* Holiday type	* Repeat ev...	* Applied sc...	Last edit
<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	123	Legal holidays	Not used	The whole c...	2024-07-03(노현...)
<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	1	Legal holidays	Not used	The whole c...	2024-07-03(노현...)
<input checked="" type="checkbox"/>	2025-12-26	2025-12-26	테스트	Legal holidays	Usage	사업장	2023-12-28(이동근)
<input type="checkbox"/>	2025-12-26	2025-12-26	○	Legal holidays	Usage	The whole c...	2023-12-28(이동근)

Figure 9-140. Holiday Information List Inquiry996

- ③ When you hover over a holiday marked on the calendar, you will see the holiday name.
Click on the holiday and it will appear in the list on the right.
- ④ If you enter text in the search bar at the top of the list, you can search within the list.
- ⑤ Click the  Download button to save the holiday list as an Excel file.

9.4.8 Register holiday information

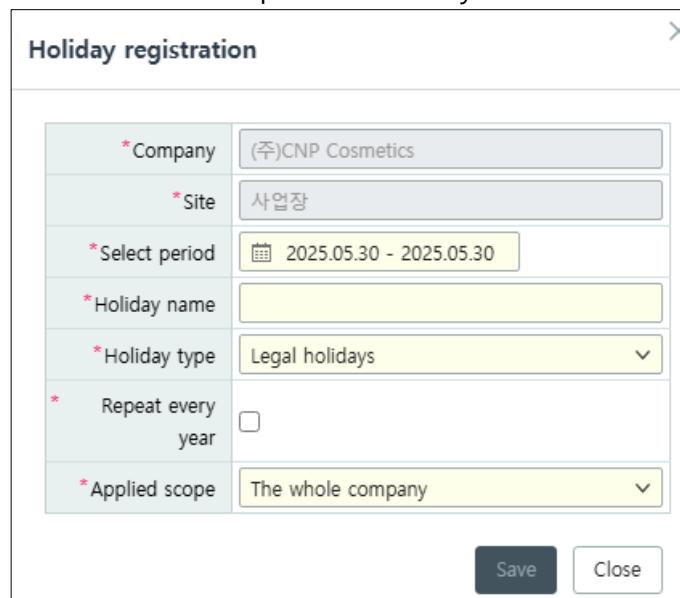
The following describes how to register a holiday.



The screenshot shows the 'Entry schedule list' interface under 'Entry > Entry schedule management > Entry schedule list'. The 'Holiday information' tab is selected. A search bar at the top right includes fields for 'Company/Site' (selected: '(주)CNP Cosmetics'), 'Holiday type' (selected: '사업장'), 'Total' (dropdown), 'Select period' (calendar: 2025.05.30 - 2026.05.29), 'Search' (button), and a star icon. Below the search bar is a table titled 'Holiday information' with columns: Start date, End date, Holiday name, Holiday type, Repeat every year, Applied scope, and Last edit. The table contains four rows of data. To the left of the table is a calendar for May 2025, with the 30th highlighted in green. Buttons at the bottom right include 'Add row', 'Delete row', 'Download', 'Save', and 'Send'.

Figure 9-141. Add a holiday list row997

- ① Click the  Add row button at the top of the holiday list.



The 'Holiday registration' dialog box contains the following fields:

* Company	(주)CNP Cosmetics
* Site	사업장
* Select period	2025.05.30 - 2025.05.30
* Holiday name	<input type="text"/>
* Holiday type	Legal holidays
* Repeat every year	<input type="checkbox"/>
* Applied scope	The whole company

Buttons at the bottom right are 'Save' and 'Close'.

Figure 9-142. Holiday Registration998

- ② The company and site are fixed and required for all other fields.

- Select period, name, type, annual recurrence, and scope of application (company-wide or relevant business site)
- ③ When you are done typing, click the **Save** button.
- ④ When the row you entered is added to the holiday information list, click the **Save** button at the bottom again.

9.4.9 Edit holiday information

The following describes how to edit holiday information.

The screenshot shows a web-based application for managing holiday information. At the top, there's a navigation bar with tabs for 'Entry schedule' and 'Holiday information'. Below the navigation is a search bar with fields for 'Company/Site' (set to '(주)CNP Cosmetics'), 'Holiday type' (set to '사업장'), and a date range 'Select period' from '2025.05.30' to '2026.05.29'. A 'Search' button and a star icon are also in this bar. The main area is titled 'Holiday information' and contains a calendar for May 2025. The 30th of July is highlighted in green. To the right of the calendar is a table listing four holidays:

	* Start date	* End date	* Holiday name	* Holiday type	* Repeat ev...	* Applied sc...	Last edit
<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	A	Legal holidays	Not used	The whole...	2024-07-03(한국...
<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	1	Legal holidays	Not used	The whole...	2024-07-03(한국...
<input checked="" type="checkbox"/>	2025-12-26	2025-12-26	테스트	Legal holidays	Usage	사업장	2023-12-28(01...
<input type="checkbox"/>	2025-12-26	2025-12-26	o	Legal holidays	Usage	The whole c...	2023-12-28(이동근)

At the bottom right of the table are buttons for 'Add row', 'Delete row', and 'Download'. Below the table are 'Save' and 'Send' buttons.

Figure 9-143. Edit holiday information999

- ① Click the item you want to edit in the holiday information list.
- ② The scope of application and the last modified date cannot be modified, and only the start date, end date, holiday name, holiday type, and repetition can be edited.
- ③ If you are done modifying, click the **Save** button.

9.4.10 Transmission of holiday information

The method of transmitting holiday information to the terminal in real time is as follows.

Entry schedule list							Entry > Entry schedule management > Entry schedule list																																										
Entry schedule		Holiday information																																															
Company/Site		(주)CNP Cosmetics	사업장	Holiday type	Total	Select period	2025.06.09 - 2026.06.08	Search	☆																																								
Holiday information																																																	
<table border="1"> <thead> <tr> <th></th> <th>* Start date</th> <th>* End date</th> <th>* Holiday name</th> <th>* Holiday type</th> <th>* Repeat ev...</th> <th>* Applied sc...</th> <th>Last edit</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>2025-07-03</td> <td>2025-07-03</td> <td>123</td> <td>Legal holidays</td> <td>Not used</td> <td>The whole...</td> <td>2024-07-03(노...</td> </tr> <tr> <td><input type="checkbox"/></td> <td>2025-07-03</td> <td>2025-07-03</td> <td>1</td> <td>Legal holidays</td> <td>Not used</td> <td>The whole c...</td> <td>2024-07-03(노...</td> </tr> <tr> <td><input type="checkbox"/></td> <td>2025-12-26</td> <td>2025-12-26</td> <td>테스트</td> <td>Legal holidays</td> <td>Usage</td> <td>사업장</td> <td>2023-12-28(이동근)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>2025-12-26</td> <td>2025-12-26</td> <td>○</td> <td>Legal holidays</td> <td>Usage</td> <td>The whole c...</td> <td>2023-12-28(이동근)</td> </tr> </tbody> </table>											* Start date	* End date	* Holiday name	* Holiday type	* Repeat ev...	* Applied sc...	Last edit	<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	123	Legal holidays	Not used	The whole...	2024-07-03(노...	<input type="checkbox"/>	2025-07-03	2025-07-03	1	Legal holidays	Not used	The whole c...	2024-07-03(노...	<input type="checkbox"/>	2025-12-26	2025-12-26	테스트	Legal holidays	Usage	사업장	2023-12-28(이동근)	<input type="checkbox"/>	2025-12-26	2025-12-26	○	Legal holidays	Usage	The whole c...	2023-12-28(이동근)
	* Start date	* End date	* Holiday name	* Holiday type	* Repeat ev...	* Applied sc...	Last edit																																										
<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	123	Legal holidays	Not used	The whole...	2024-07-03(노...																																										
<input type="checkbox"/>	2025-07-03	2025-07-03	1	Legal holidays	Not used	The whole c...	2024-07-03(노...																																										
<input type="checkbox"/>	2025-12-26	2025-12-26	테스트	Legal holidays	Usage	사업장	2023-12-28(이동근)																																										
<input type="checkbox"/>	2025-12-26	2025-12-26	○	Legal holidays	Usage	The whole c...	2023-12-28(이동근)																																										
<input type="button" value="Add row"/> <input type="button" value="Delete row"/> <input type="button" value="Download"/>																																																	
<input type="button" value="Save"/> <input type="button" value="Send"/>																																																	

Figure 9-144. Sending Holiday Information9100

- ① Select the site you want to send holiday information to and click the button.
- ② Click the button.
 - Holiday information is sent to all terminals at the business location

9.4.11 Delete holiday information

The following describes how to delete holiday information.

Entry schedule list							Entry > Entry schedule management > Entry schedule list																																										
Entry schedule		Holiday information																																															
Company/Site		(주)CNP Cosmetics	사업장	Holiday type	Total	Select period	2025.05.30 - 2026.05.29	Search	☆																																								
Holiday information																																																	
<table border="1"> <thead> <tr> <th></th> <th>* Start date</th> <th>* End date</th> <th>* Holiday name</th> <th>* Holiday type</th> <th>* Repeat ev...</th> <th>* Applied sc...</th> <th>Last edit</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>2025-07-03</td> <td>2025-07-03</td> <td>A</td> <td>Legal holidays</td> <td>Not used</td> <td>The whole...</td> <td>2024-07-03(노...</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>2025-07-03</td> <td>2025-07-03</td> <td>1</td> <td>Legal holidays</td> <td>Not used</td> <td>The whole...</td> <td>2024-07-03(노...</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>2025-12-26</td> <td>2025-12-26</td> <td>테스트</td> <td>Legal holidays</td> <td>Usage</td> <td>사업장</td> <td>2023-12-28(이동근)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>2025-12-26</td> <td>2025-12-26</td> <td>○</td> <td>Legal holidays</td> <td>Usage</td> <td>The whole c...</td> <td>2023-12-28(이동근)</td> </tr> </tbody> </table>											* Start date	* End date	* Holiday name	* Holiday type	* Repeat ev...	* Applied sc...	Last edit	<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	A	Legal holidays	Not used	The whole...	2024-07-03(노...	<input checked="" type="checkbox"/>	2025-07-03	2025-07-03	1	Legal holidays	Not used	The whole...	2024-07-03(노...	<input checked="" type="checkbox"/>	2025-12-26	2025-12-26	테스트	Legal holidays	Usage	사업장	2023-12-28(이동근)	<input type="checkbox"/>	2025-12-26	2025-12-26	○	Legal holidays	Usage	The whole c...	2023-12-28(이동근)
	* Start date	* End date	* Holiday name	* Holiday type	* Repeat ev...	* Applied sc...	Last edit																																										
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<input type="button" value="Add row"/> <input type="button" value="Delete row"/> <input type="button" value="Download"/>																																																	
<input type="button" value="Save"/> <input type="button" value="Send"/>																																																	

Figure 9-145. Delete holiday information9101

- ① Select the holiday you want to delete from the holiday information list.
- ② Click the button.
- ③ When the holiday information is removed from the list, click the button.

9.5 Elevator policy management

9.5.1 Basic screen configuration

The elevator policy management is managed as a policy unit for entry. The basic screen configuration of elevator policy management is as follows.

The screenshot shows the 'Elevator policy list' screen. At the top, there are search filters for 'Company/Site' (selected: '(주)CNP Cosmetics'), 'Elevator policy name' (selected: 'When the multiple inputs are being done, they can'), 'User name' (selected: 'User'), and 'Elevator name' (selected: 'When the multiple inputs are being done, they can'). Below the filters is a search bar with 'Search' and 'Detailed search' buttons, and a star icon. The main area is titled 'Elevator policy list' and displays a table with 6 entries. The table columns are: Company/Site, Elevator policy name, Policy rules, Building, Elevator, and All users. The data is as follows:

Company/Site	Elevator policy name	Policy rules	Building	Elevator	All users
(주)CNP Cosmetics 광화문	○ ○		0	0	0
(주)CNP Cosmetics 광화문	○ ○ ○	User	0	0	7
(주)CNP Cosmetics 광화문	☰		0	0	0
(주)CNP Cosmetics 광화문	☒		0	0	0
(주)CNP Cosmetics 사업장	☰ ☰		1	0	4
(주)CNP Cosmetics 사업장	testEvp	User	3	0	16

At the bottom right are 'New' and 'Delete' buttons. The bottom of the screen shows navigation links: Entry > Elevator policy management > Elevator policy list.

Figure 9-146. Elevator policy management basic screen

- ① Click the Entry > Elevator policy management menu.
- ② A list of all elevator policies is viewed, and each entry elevator policy contains basic information and detailed information

9.5.2 Elevator policy Inquiry

The way to view the entry elevator policy is as follows.

The screenshot shows the 'Elevator policy list' page. At the top, there are dropdown menus for 'Company/Site' (selected 'CNP Cosmetics'), 'Elevator policy name' (selected 'When the multiple inputs are being done, they can'), and 'User name' (selected 'User'). Below these are two search fields: 'Elevator name' (selected 'When the multiple inputs are being done, they can') and 'User name' (selected 'User'). There are 'Search' and 'Detailed search' buttons, and a star icon for bookmarks.

The main area displays a table with 6 rows of data. The columns are: Company/Site, Elevator policy name, Policy rules, Building, Elevator, and All users. The data includes:

Company/Site	Elevator policy name	Policy rules	Building	Elevator	All users
(주)CNP Cosmetics 광화문	○ ○		0	0	0
(주)CNP Cosmetics 광화문	○ ○ ○	User	0	0	7
(주)CNP Cosmetics 광화문	■		0	0	0
(주)CNP Cosmetics 광화문	■ ■		0	0	0
(주)CNP Cosmetics 사업장	■ ■ ■		1	0	4
(주)CNP Cosmetics 사업장	testEvp	User	3	0	16

At the bottom right are 'New' and 'Delete' buttons. The footer shows 'Total: 6 / 10 pages'.

Figure 9-147. List after satisfying search conditions102

- ① When you enter the Entry > Elevator policy management menu, you will be moved to the Elevator Policy List screen, and the entire access policy list will be viewed.
- ② You can enter and select the basic information of the elevator policy and click the **Detailed search** button to add detailed search conditions

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Elevator policy name	- Multiple inputs, separated by ",", up to 100 characters
	Human resource management	- Access rule selection box (human resource information /access level /individual user) - When selecting access level, single selection of company, site, and access level - When selecting human resource information, select single from department name/position name/site/user type/gender and enter - When selecting individual user, enter after selecting single user name/company number.
	Username	- Input after selecting a single username/company number/custom

		- When selecting a user, multiple selections of specific users are possible in the pop-up
	Elevator name	- Enter after selecting a single access name/elevator designation - When selecting an entrance elevator, multiple selections of specific elevators are possible in the pop-up
Detailed Conditions	Usage	- The only option that matches the information the user wants
	Building	- It is searched according to the selected company/site, and multiple choices are possible
	Manager Name	- Multiple inputs, separated by ",", up to 100 characters

- ③ If you click the Favorites icon, you can add the search conditions you entered to your favorites and enter the same search conditions quickly and easily next time.
- ④ When you finish entering your search criteria, click the  button.
- ⑤ Policies that meet the conditions are searched in the list of elevator policies

► Detailed entry policy inquiry

- ① View by changing from the elevator policy list to List + Detailed layout.
- ② If you click on the policy you want to view detailed information on the left list, the basic information and detailed information about the policy will be searched on the right.

The screenshot shows a detailed inquiry screen for an elevator policy. At the top, there are search filters for Company/Site, Department name, User name, and Elevator name. Below the filters is a table titled "Elevator policy list" showing six entries. The first entry is selected, displaying its details in a large panel on the right. This panel includes sections for "Basic Information" and "Detail information". The "Basic Information" section lists the company as "(주)CNP Cosmetics", building as "Usage", usage as "Usage", elevator policy name as "o o", explanation as "", and policy manager as "CNS이동근 / LG CNS / 마곡테스트". It also shows registered information (2023-08-14 15:33) and revision information (2024-05-31 12:01). The "Detail information" section shows policy rules (Entry level 1), human resource information (0), individual user (0), elevator (All users 0), and a "Edit" button.

Figure 9-148. Detailed Inquiry of elevator policy9103

► Excel Download

- ① Click the **Download** button at the top right of the list of elevator policy list.

The screenshot shows a web-based application interface for managing elevator policies. At the top, there are search filters for 'Company/Site' (dropdown: '(주)CNP Cosmetics'), 'Total' (dropdown), 'Elevator policy name' (text input: 'When the multiple inputs are being done, they can'), 'Human resource information' (dropdown), 'Department name' (dropdown), 'User name' (dropdown: 'When the multiple inputs are being done, they can'), 'Elevator name' (dropdown: 'When the multiple inputs are being done, they can'), 'Building' (dropdown: 'Building'), 'Manager name' (dropdown: 'When the multiple inputs are being done, they can'), 'Usage' (dropdown), and 'Total' (dropdown). Below the filters is a search bar with 'Search' and 'Detailed search' buttons, and a star icon. The main area displays a table titled 'Elevator policy list' with the following columns: Company/Site, Elevator policy name, Policy rules, Building, Elevator, and All users. The table contains 6 rows of data, each with a checkbox column. The data is as follows:

	Company/Site	Elevator policy name	Policy rules	Building	Elevator	All users
<input checked="" type="checkbox"/>	(주)CNP Cosmetics 광화문	○ ○		0	0	0
<input type="checkbox"/>	(주)CNP Cosmetics 광화문	○ ○ ○	User	0	0	7
<input type="checkbox"/>	(주)CNP Cosmetics 광화문	≡		0	0	0
<input type="checkbox"/>	(주)CNP Cosmetics 광화문	≡≡		0	0	0
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	≡ ≡ ≡		1	0	4
<input type="checkbox"/>	(주)CNP Cosmetics 사업장	testEvp	User	3	0	16

At the bottom right of the table are 'New' and 'Delete' buttons. Navigation controls (page number 1) are at the bottom center.

Figure 9-149. List of Elevator policies

- ② The list of entry blocking policies that have been viewed is saved as an Excel file9104

A	B	C	D	E	F	
1	Company/Site	Elevator policy name	Policy rules	Building	Elevator	User
2	(주)CNP Cosmetics 광화문	○ ○		0	0	0
3	(주)CNP Cosmetics 광화문	○ ○ ○	User	0	0	7
4	(주)CNP Cosmetics 광화문	≡		0	0	0
5	(주)CNP Cosmetics 광화문	≡≡		0	0	0
6	(주)CNP Cosmetics 사업장	≡ ≡ ≡		1	0	4
7	(주)CNP Cosmetics 사업장	testEvp	User	3	0	16

Figure 9-150. Download Excel list of elevator policies9105

9.5.3 Registration of elevator policy

The method of registering a new elevator policy is as follows.

The screenshot shows the 'Elevator policy list' screen. At the top, there are search filters for 'Company/Site' (selected: (주)CNP Cosmetics), 'Total' (dropdown), 'Elevator policy name' (text: When the multiple inputs are being done, they can), 'Human resource information' (dropdown), 'Department name' (dropdown), 'User name' (dropdown), 'Elevator name' (dropdown), and 'When the multiple inputs are being done, they can'. Below the filters is a search bar with 'Search' and 'Detailed search' buttons, and a star icon.

The main area displays a table with columns: Company/Site, Elevator policy name, Policy rules, Building, Elevator, and All users. The table contains 6 rows of data:

Company/Site	Elevator policy name	Policy rules	Building	Elevator	All users
(주)CNP Cosmetics 광화문	○ ○		0	0	0
(주)CNP Cosmetics 광화문	○ ○ ○	User	0	0	7
(주)CNP Cosmetics 광화문	☰		0	0	0
(주)CNP Cosmetics 광화문	₩₩		0	0	0
(주)CNP Cosmetics 사업장	☰☰☰		1	0	4
(주)CNP Cosmetics 사업장	testEvp	User	3	0	16

At the bottom right of the table are 'New' and 'Delete' buttons. The bottom of the screen shows a navigation bar with 'Entry > Elevator policy management > Elevator policy list'.

Figure 9-151. Registration of Elevator policy9106

- ① Click the **New** button at the bottom of the elevator policy list screen.

The screenshot shows the 'New elevator policy' screen. At the top, there are fields for 'Company/Site' (selected: (주)CNP Cosmetics, dropdown), 'Building' (selected: Select, dropdown), 'Elevator policy name' (text input), 'Explanation' (text input), and 'Policy Manager' (text input). At the bottom right are 'Save' and 'Cancel' buttons.

Figure 9-152. New registration of elevator policy

- ② Go to the new screen of elevator policy.
- ③ Enter the basic information required to register for the elevator policy.
- ④ In the Building column, buildings are searched according to the selected site.
- ⑤ After the input is completed, click the **Save** button to complete the registration of the elevator policy.

9.5.4 Modification of elevator policy

The method of modifying the basic information of the elevator policy is as follows.

The screenshot shows the 'Elevator policy list' interface. At the top, there are search filters for Company/Site, Department name, User name, and Elevator name. Below the filters is a table of elevator policies. The first row selected in the table is highlighted in green and shows the details in the right-hand panel. The right-hand panel contains sections for 'Basic Information' and 'Detail information'. The 'Edit' button is located at the bottom right of the 'Basic Information' panel.

Company/Site	Elevator policy name
(주)CNP Cosmetics 광화문	○ ○
(주)CNP Cosmetics 광화문	○ ○ ○
(주)CNP Cosmetics 광화문	■
(주)CNP Cosmetics 광화문	■ ■
(주)CNP Cosmetics 사업장	■ ■ ■
(주)CNP Cosmetics 사업장	testExp
(주)CNP Cosmetics 사업장	test1

I Basic Information

Company/Site	(주)CNP Cosmetics/광화문
Building	
Usage	Usage
Elevator policy name	○ ○
Explanation	
Policy Manager	CNS이동근 / LG CNS / 마곡테스트
Registered information	2023-08-14 15:33 (이동근)
Revision information	2024-05-31 12:01 (Hieu)

[Edit](#)

I Detail information

Policy rules	Entry level 1
Elevator	
All users	0

[New](#) [Delete](#)

Figure 9-153. Basic information of elevator policy9108

- ⑥ View the list + detailed type on the elevator policy list screen.
- ⑦ Click the policy you want to view basic information in the list on the left.
- ⑧ Click the [Edit](#) button at the bottom right of the basic information.

The screenshot shows the 'Basic Information' edit screen for policy 9108. It displays the same fields as Figure 9-153, but the 'Usage' field is now set to 'Usage'. The 'Edit' button is located at the bottom right of the form.

Company/Site	(주)CNP Cosmetics/광화문
Building	
Usage	Usage
Elevator policy name	○ ○
Explanation	
Policy Manager	CNS이동근 / LG CNS / 마곡테스트
Registered information	2023-08-14 15:33 (이동근)
Revision information	2024-05-31 12:01 (Hieu)

[Edit](#)

Figure 9-154. Basic Information

- ⑨ Only items that can be edited will open an input box, and you will select and enter your edits.
- ⑩ After filling out the form, click the [Save](#) button to complete the basic information correction.

9.5.5 Allowed elevator/Floor management

You can check the management of the elevator of the elevator policy in detail.

► Elevator Inquiry

To view the list of doors included in the entry blocking policy:

The screenshot shows the 'Elevator policy list' interface. At the top, there are search filters for 'Company/Site' (LG CNS), 'Elevator policy name' (DevTest), 'Human resource information' (선택), 'Department name' (선택), 'User name' (선택), 'Elevator name' (선택), and a search button. Below the filters, the main area displays two sections: 'Elevator policy list' and 'Basic Information'. The 'Elevator policy list' section shows a table with 7 rows of data. The 'Basic Information' section shows a table with 6 rows of details for the selected policy. On the right side, there is a 'Detail information' section with buttons for 'Policy rules', 'Entry level 0', 'Human resource information 0', 'Individual user 0', 'Elevator', 'FKI_테스트빌딩 0', and 'All users 0'. At the bottom right, there are 'New' and 'Delete' buttons.

Figure 9-155. View the details of the elevator policy9

-109

- ① On the Elevator policy list screen, search for a specific policy in a list + detailed layout.
- ② If you click the pop-up button of each building in the details section on the right, the access blocked elevator management pop-up will appear, and the list of elevators will be viewed.
 - Buttons are created for each building included in the basic access policy information
- ③ Buildings are fixed / Others can be searched by search criteria.

Allowed elevator/Floor management

Building FKI_테스트빌딩 Elevator name When the multiple inputs are being done, they can

Search

I Elevator list

Total: 0 Add row Delete row Download

<input type="checkbox"/>	Elevator ID	Building	Elevator name	Day and time of rev...	Modifier	Allowed floor
No data was retrieved. Unauthorized elevators may not be searched.						

Save Close

This screenshot shows a software interface for managing elevators. At the top, there are search fields for 'Building' (set to 'FKI_테스트빌딩') and 'Elevator name', and a note about handling multiple inputs. Below the search bar is a 'Search' button. The main area is titled 'I Elevator list' and contains a search bar, a total count of 0, and buttons for 'Add row', 'Delete row', and 'Download'. A table follows, with columns for a checkbox, Elevator ID, Building, Elevator name, Day and time of rev..., Modifier, and Allowed floor. A message at the bottom of the table states 'No data was retrieved. Unauthorized elevators may not be searched.' At the bottom right are 'Save' and 'Close' buttons.

Figure 9-156. Allowed elevator/Floor management pop-up9110

► Add elevator

The following describes how to add an elevator to the elevator policy.

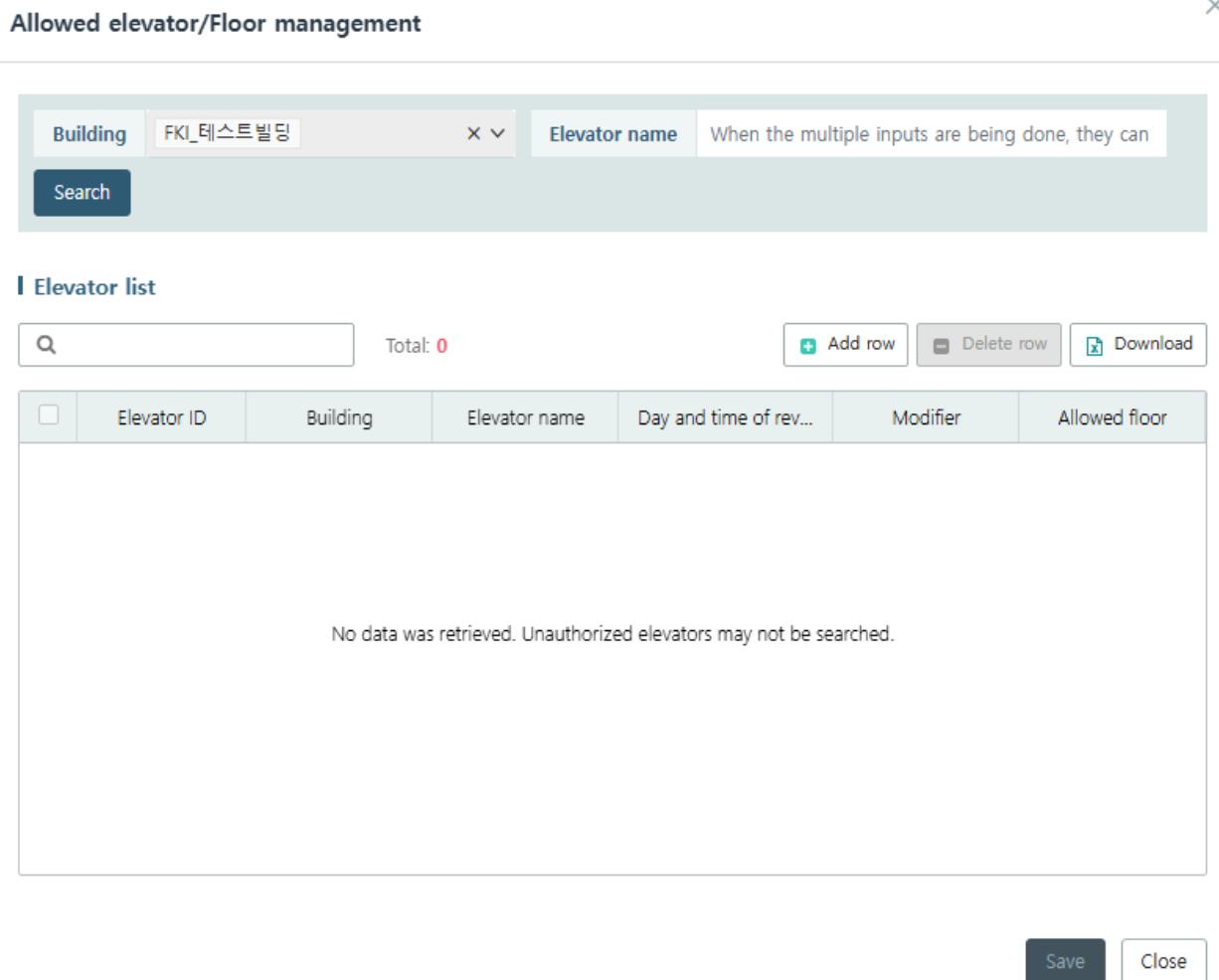


Figure 9-157. Elevator management pop-up9111

- ① Click the button in the Manage elevators pop-up.
- ② The installation location search pop-up will query the list of all entrances to the building. Find and select the elevator you want to add, click the button and it will be added to the list you want to add.

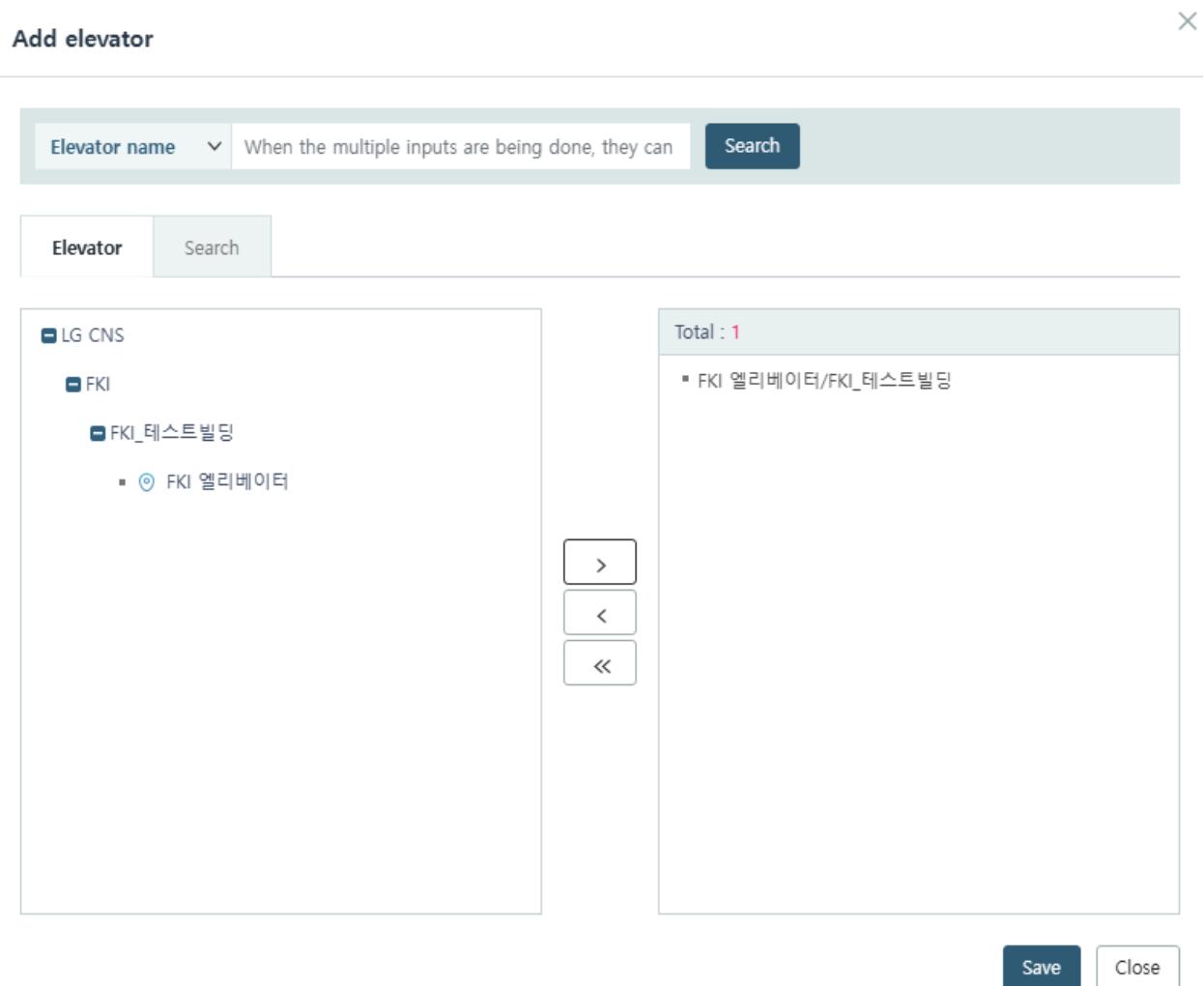


Figure 9-158. Installation elevator search pop-up9

- ③ Or enter the elevator you want to add directly into the search criteria.
- ④ Enter the installed elevator information as search condition.
- ⑤ Select the elevators to add from the searched elevators by Ctrl + Mouse Click, and then click the button to add them to the Add list on the right.
- ⑥ When you're done selecting the elevators you want to add, click the button.
- ⑩ The elevator is added to the list on the elevator management screen and click the button again to complete the addition of the elevator.

▶ Excel Download

You can download and check the list of elevators included in the elevator policy in Excel. Here's how to do it.

Allowed elevator/Floor management

Elevator ID	Building	Elevator name	Day and time of revision	Modifier	Allowed floor
7	FKI_테스트빌딩	FKI 엘리베이터	2025-07-29 16:54	Tran Nhu Son	6F~10F

Save Close

Figure 9-159. Download the list of elevators112

When you open the Excel file, you can see the list of elevators.

1	Elevator ID	Building	Elevator name	Day and time of revision	Modifier	Allowed floor
2	7	FKI_테스트빌딩	FKI 엘리베이터	2024/07/29 16:54	Tran Nhu Son	6F~10F

Figure 9-160. Excel list of elevators9113

▶ Deleting a elevator

The method of deleting the elevator from the elevator policy is as follows.

- ④ Select the elevator you want to delete from the elevator management pop-up and click the **Delete row** button.
- ⑤ The elevator will be removed from the current list on the screen.
- ⑥ Click the **Save** button to complete the deletion.

The screenshot shows a software interface for managing elevators. At the top, there are search fields for 'Building' (트원동관) and 'Elevator name' (ev3엘베장비x), and a note: 'When the multiple inputs are being done, they can'. Below this is a 'Search' button. The main area is titled 'Elevator list' and contains a table with the following data:

	Elevator ID	Building	Elevator name	Day and time of rev...	Modifier	Allowed floor
<input checked="" type="checkbox"/>	12	트원동관	ev3엘베장비x			N/A

At the bottom right of the table are buttons for 'Add row', 'Delete row' (which is highlighted with a red box), and 'Download'. At the very bottom are 'Save' and 'Close' buttons.

Figure 9-161. Removing the Elevator management row9114

9.5.6 Elevator policy rules

The elevator policy manages access rights with the following three entry rules.

- ① **Policy level policy rules: Grant access authority according to the access level of the authentication medium**
 - Level matching: Only authentication media that match the access level registered in the policy rules can enter.
 - Level or higher: All authentication media that are equal to or higher than the access level registered in the access rules can be entered.
- ② **Human resource information entry rules: Grant access authority according to the user's personnel information**

- It can be set with information such as company, site, user type, department, position, etc.

③ Individual user entry rules: Grant access rights to specific users

You can check how to access the access rule management screen by searching in the list + detailed type on the list screen.

The screenshot shows the 'Elevator policy list' screen. At the top, there are search filters for 'Company/Site' (주)CNP Cosmetics, 'Elevator policy name' (e.g., When the multiple inputs are being done, they can), 'Human resource information', 'Department name', and 'Elevator name'. Below the filters is a search bar with 'Search' and 'Detailed search' buttons. The main area displays a table titled 'Elevator policy list' with columns 'Company/Site' and 'Elevator policy name'. The table contains 7 entries. To the right of the table is a 'Basic Information' panel and a 'Detail information' panel. The 'Basic Information' panel shows details like Company/Site: (주)CNP Cosmetics/사업장, Building: 가산IDC/파크원/레스토빌딩, Usage: Usage, Elevator policy name: testEvp, Policy Manager: Chae Byeong Cheol 사원 / LG Display / LGDVHA.Canteen Management Part, Registered information: 2025-03-06 11:30 (Nguyen Bao Long), and Revision information: 2025-03-31 11:18 (IDP+ Solution Admin). The 'Detail information' panel shows buttons for Policy rules (Entry level 5), Human resource information (0), Individual user (2), Elevator (가산IDC 0), Parkwon (0), Resto Building (0), and All users (16).

Figure 9-162. Elevator List Screen Policy Rules9115

If you click the button of each access rule, the access rule management screen will appear. The number shown on each button is the total number of registered policy rules. From the explanation below, each access rule management pop-up screen is the default start screen.

[Entry Level Entry Rules]

► Entry Level Entry Rule Inquiry

Entry rule management of entry level

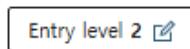
Company/Site	Total	Total	Entry level name	Total
Applied scope	Total	▼	Search	

I Entry rule list of entry level

	Group	Company	Site	Entry level name	Entry level	Applied scope	Number of ...
<input type="checkbox"/>	LG	(주)CNP Co...	ALL	방문자	100	Above level	0
<input type="checkbox"/>	LG	Biztech I	ALL	입직원(정규직)	1000	Match level	0
<input type="checkbox"/>	LG	(주)CNP Co...	ALL	방문자	100	Match level	0
<input type="checkbox"/>	LG	LG CNS	ALL	방문자	100	Match level	0
<input type="checkbox"/>	LG	LG CNS	ALL	방문자	100	Above level	14

New Copy Delete Close

Figure 9-163. Entry Level policy Rule Management9116

- ① Click the entry level entry rule pop-up  button.
- ② The entry level entry rule management pop-up will appear, and the entire list of registered entry rules will be viewed.
- ③ Search conditions such as company, site, access level name, and scope of application (level matching/level or higher) can be searched in the list.
- ④ The number of users applied to the entry rules of the relevant entry level is inquired.

► New registration of entry level entry rules

- ① Click the  button on the entry level entry rule management screen.

Entry rule registration of entry level

* Group	LG	* Company	(주)CNP Cosmetics
* Site	Total	* Entry level name/Entry level	Test / 1
* Applied scope	Match level		

Figure 9-164. Registration of entry level

- ② Select the group, company, site, and entry level of the entry level to be registered in the entry level registration pop-up
- ③ After entering everything, click the button to complete the new registration of the entry rules

► Download the entry level entry rule list

- ① Click the button on the entry level entry rule management screen.

1	Group	Company	Site	Entry level name	Entry level	Applied scope	Number of users
2	LG	LG CNS	가산IDC	방문자	100	Above level	0
3	LG	LG CNS	ALL	정규직	1000	Match level	4

Figure 9-165. Entry Level Entry Rule Excel Download

- ② The list of entry rules for the entry level is downloaded as an Excel file
9117

► Modification of entry level entry rules

- ① Click the row of entry rules you want to edit on the entry level entry rule management screen.

Entry rule modification of entry level

* Group	LG	* Company	LG CNS
* Site	가산IDC	* Entry level name/Entry level	방문자 / 100
Applied scope	Above level	See target of application	
Registered information	Dong Ngoc Hieu (2025-03-05 16:06)	Revision information	Dong Ngoc Hieu (2025-03-05 16:06)

Figure 9-166. Modification of entry level entry rules

- ② The edit entry rule pop-up will appear and the items that can be modified (group, company, site, entry level) will be opened.
- ③ Select the change item and click the **Save** button to complete the edit of the access rule.9118

► Copy of entry level entry rules

The copy entry rule function can be used quickly and easily when you want to register a new entry rule similar to the previously registered entry rule.

- ① Check the entry rules you want to copy on the entry level entry rule management screen.
- ② Click the **Copy** button.

*Group	LG	*Company	LG CNS
*Site	가산IDC	*Entry level name/Entry level	방문자 / 100
*Applied scope	Above level	See target of application	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>			

Figure 9-167. Copy of entry level entry rules9119

- ③ In the registration pop-up of the entry level entry rules, each item will appear with the same selection as the copied entry rules. Select the entry rule information to register and click the **Save** button to complete the new registration.

► Deletion of entry level entry rules

- ① Select the entry rule you want to delete on the entry level entry rule management screen.
- ② Click the **Delete** button

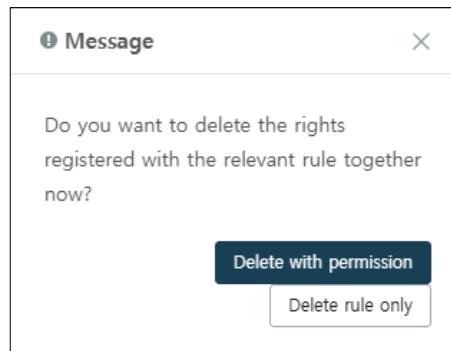


Figure 9-168. Message to delete entry rules at the entry level

- ③ If you choose 'Delete with permissions', the policy is sent in real time to the terminals included in the policy, and the entry rights are immediately reclaimed. If you 'Delete rule only', only the entry rules are deleted and the policy is not transmitted to the terminal, so the entry rights are maintained until the entry policy synchronization is deployed in the early morning.

[Human Resource Information Policy Rules]

► Human Resource Information Policy Rule Inquiry

The screenshot shows a pop-up window titled "Policy rule management of human resource information". At the top, there are search filters: "Company" (selected), "Total" (dropdown), "Policy rules" (selected), "Department name" (dropdown), and a search button. Below the filters is a table with the following columns: Company, User type, Policy rules, User, Start day and time, End date and time, and Synchronization. A message "No data was retrieved." is displayed in the center of the table area. At the bottom are buttons for New, Copy, Delete, and Close.

Figure 9-169. Management of human resource information policy rules9120

- ① Click the human resource information access rule pop-up button.
- ② The Manage Human Resource Information Policy Rules pop-up will appear, and the entire list of registered policy rules will be viewed
- ③ Search conditions such as company, site, department, position, user type, and gender can be searched in the list

► New registration of human resource information policy rules

- ① Click the **New** button on the Manage Human Resource Information Policy Rules screen.

Policy rule registration of human resource information

- ❶ The personnel information policy rules can be applied to the corresponding personnel from the day after they are registered.
- ❷ If you have to do an urgent application, click the Synchronization-now button after adding policy rules.
(However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

*Company	(주)CNP Cosmetics	*User type	Full time employee		
*Policy rules					
Site	사업장				
Department	Q	<input type="checkbox"/> Subdivision included			
*Validity period	<input type="button" value=""/>	1 week	1 month	1 year	No limit
Save Cancel					

Figure 9-170. Registration of human resource information policy rules

- ② When the registration pop-up of the human resource information access rule appears, enter the human resource information company, user type, site, department and expiration date.
- ③ After entering everything, click the **Save** button to add it to the policy rule list.
- ④ Click the **Synchronization** button. You must click the button to block entry permission

Policy rule management of human resource information

Company	Total	Policy rules	Department name	When the multiple inputs are being done, they can	Search		
<input type="checkbox"/>	Company	User type	Policy rules	User	Start day and time	End date and time	Synchronization
<input type="checkbox"/>	(주)CNP ...	Full time em...	test	0	2025-07-28	2025-08-04	Sync

New Copy Delete Close

Figure 9-171. Human Resource information Policy Rule Sync Button9121

► Download the list of human resource information policy rules

- ① Click the **다운로드** button on the Manage Human Resource Information Policy Rules screen.

1	Company	User type	Policy rules	User	Start day and time	End date and time
2	(주)CNP Cosmetics	Full time employee	test	0	2025-07-28 0:00	2025-08-04 23:59

Figure 9-172. Human Resource information Policy Rules Excel Download

- ② The list of human resource information entry rules is downloaded as an Excel file.

► Modification of human resource information policy rules

- ① Click the access rule row you want to edit on the Manage Human Resource information Policy Rules page.

Policy rule revision of human resource information

X

- ① The personnel information policy rules can be applied to the corresponding personnel from the day after they are registered.
- ② If you have to do an urgent application, click the Synchronization-now button after adding policy rules.
(However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

*Company	(주)CNP Cosmetics	*User type	Full time employee		
*Policy rules	test				
Site	사업장				
Department	Q	<input checked="" type="checkbox"/> Subdivision included			
*Validity period	2025.07.28 - 2025.08.04	1 week	1 month	1 year	No limit
Synchronization information					
Registered information	2025-07-28 00:44 (Tran Nhu Son)	Revision information	2025-07-28 00:44 (Tran Nhu Son)		

Save Cancel

Figure 9-173. Modification of human resource information policy rules

- ② The Edit Human Resource Information Policy Rules pop-up will appear, and the items that can be edited will be opened.

- ③ If you click the **Save** button after completing the change, the modification will be reflected in the policy rule list

Policy rule management of human resource information

The screenshot shows a user interface for managing policy rules. At the top, there are filter options: 'Company' (dropdown), 'Total' (dropdown), 'Policy rules' (button), 'Department name' (dropdown), and a search bar with placeholder text 'When the multiple inputs are being done, they can'. A 'Search' button is also present. Below this is a table header with columns: Company, User type, Policy rules, User, Start day and time, End date and time, and Synchronization. A single row of data is shown, with the 'Synchronization' column containing a button labeled 'Synchronization'.

Company	User type	Policy rules	User	Start day and time	End date and time	Synchronization
(주)CNP ...	Full time em...	test	0	2025-07-28	2025-08-28	Synchronization

At the bottom right of the table area, there are buttons for 'New', 'Copy', 'Delete', and 'Close'.

Figure 9-174. Synchronization of human resource information policy rules

- ④ Click the **Synchronization** button. You must click the button to block entry permission.

► Copy human resource information policy rules

The human resource information copy function can be used quickly and easily when you want to register a new access rule similar to the previously registered access rule.

- ① Check the policy rules you want to copy on the Manage Human Resource Information Policy Rules screen.
- ② Click **Copy** button

Policy rule registration of human resource information

① The personnel information policy rules can be applied to the corresponding personnel from the day after they are registered.

② If you have to do an urgent application, click the Synchronization-now button after adding policy rules.
(However, if there are many users, the system may be overloaded and so the synchronization takes a long time.)

* Company	(주)CNP Cosmetics	* User type	Full time employee
* Policy rules	test		
Site	사업장		
Department	Q	<input checked="" type="checkbox"/> Subdivision included	
* Validity period	2025.07.28 - 2025.08.28	1 week	1 month
	1 year	No limit	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>			

Figure 9-175. Copy of human resource information policy rules

- ③ In the registration pop-up of human resource information policy rules, each item is selected the same as the copied policy rules. Select the access rule information to register and click the button to complete the new registration.

- ④ Click the **Synchronization** button

9122

► Deletion of human resource information policy rules

- ① Select the access rule you want to delete on the Manage Human Resource Information Policy Rule screen.

- ② Click the **Delete** button.

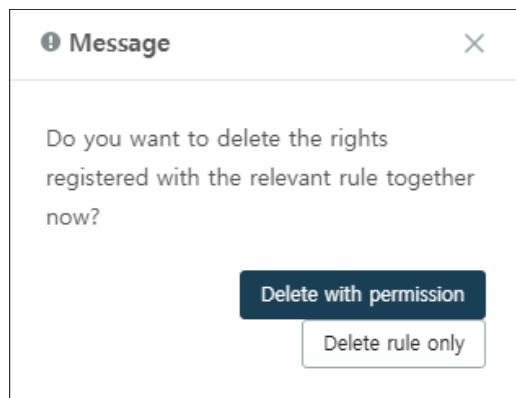


Figure 9-176. Message for deletion of human resource information policy rules

- ③ If you choose 'Delete with permissions', the policy is sent in real time to the terminals included in the policy, and the entry rights are immediately reclaimed. If you 'Delete rule only', only the policy rules are deleted and the policy is not transmitted to the terminal,

so the entry rights are maintained until the entry policy synchronization is deployed in the early morning

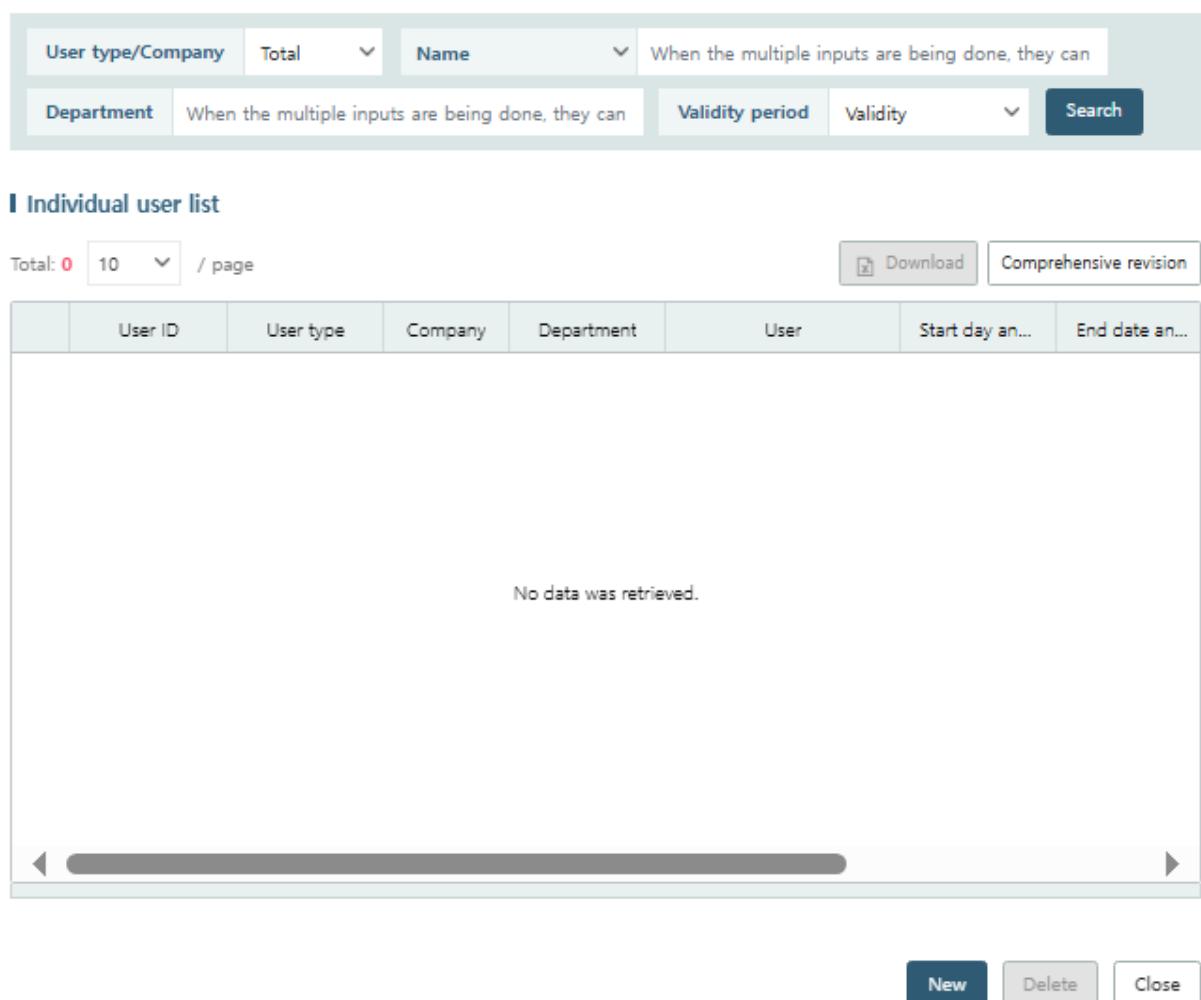
9123

[Individual User Policy Rules]

► View policy rules for individual users

- ① Click the Individual User Policy Rules pop-up  button.
- ② A pop-up to block access for individual users will appear, and a list of all registered users will be viewed.
- ③ Search by entering search conditions such as user type, company, name, employee number, user ID, card ID, department, and user group can be searched in the list.

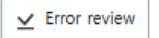
Individual user policy rule management



The screenshot shows a search interface for managing individual user policy rules. At the top, there are search filters for 'User type/Company' (Total dropdown), 'Name' (dropdown), and 'Department' (dropdown). Below these are buttons for 'Search' and 'Comprehensive revision'. The main area displays a table with columns: User ID, User type, Company, Department, User, Start day an..., and End date an... . A message 'No data was retrieved.' is centered in the table area. At the bottom right are buttons for 'New', 'Delete', and 'Close'.

Figure 9-177. Individual user policy rule management9124

► Individual User Registration

- ① Click the  button on the individual user policy screen.
- ② When the Add User pop-up appears, search for the user to register in the user search field and add them to the list of individual users.
 - Search by user type, company, name, employee number, user ID, card ID, etc.
- ③ If you want to delete it again from the list of users you want to add, select the user and click  button.
- ④ If you want to save the list of users you want to add in Excel, click the  button.
- ⑤ If you want to delete the list altogether, click the  button.
- ⑥ Enter the start and end dates of the validity period, and then select the user to whom the validity period will be applied and click the  button
 - If not selected, it defaults to 1 year from today
- ⑦ When you have added all the users to the list, click the  button.
- ⑧ If all are successful, click the  button. Adding individual users to the policy is complete.

Add user

* User search Executives Employees of the company Total Name
AWS TEST ID . (P2116) / LG CNS (LG CNS) / 전자/제조클라우드팀

I Individual user list

Q Total: 1 Delete row Comprehensive upload Initialization Error review Download

Start date of validity period End date of validity period 1 week 1 month 1 year No limit Comprehensive revision

	Co...	Confirm...	User ID	Card ID	User type	Company	Department	User	* Start date	* End date
<input type="checkbox"/>			1850046206		Partners	LG CNS	전자/제조클...	AWS TEST ID . (...)	2025-07-28	2026-07

Save Cancel

Figure 9-178. Add Users9125

► Bulk registration of individual users

- ① On the Add User screen, click the **Comprehensive upload** button.



Figure 9-179. Upload file

- ② A file upload pop-up will appear, click the button.

	Form download					
1	*Company	*User name	*Employee number	Card ID	*Start date	*End date
2	ABC Inc.	John Doe	EXM0001	200002000	2025-07-28	2026-07-28

Figure 9-180. Individual user bulk registration form9

- ③ Enter the information of the user you want to add to the form and save it
- ④ On the file upload screen, click **Find** to upload the form file.
- ⑤ The list of users entered in the form file is added to the individual user list on the Add User screen.
- ⑥ Click the **Error review** button to review the errors.
- ⑦ If all are successful, click the **Save** button

▶ Download individual user list

- ① Click the **다운로드** button on the individual user.

1	Confirmat	User ID	Card ID	User type	Company	Departme	User	Start date	End date
2		1.85E+09		Partners	LG CNS	전자/제조	AWS TEST	7/28/2025	7/28/2026

Figure 9-181. Individual user list Excel download

- ② A list of individual users will be downloaded as an Excel file

9126

▶ Edit individual users

- ① Select the users you want to edit on the Block Individual User access screen.
- ② Click the **Comprehensive revision** button
- ③ If you enter the start and end date of the validity period and click the **Comprehensive revision** button, the validity period will be modified in batches only for the selected users

▶ Delete individual users

- ① Select the user you want to delete from the Individual User access screen.
- ② Click the **Delete** button

If you see the message "Do you want to delete?", click "Yes".

9.5.7 Inquiry of all users

You can collect users included in the policy by different entry rules at once in All Users.

▶ Entry All User Inquiry

- ① Click the pop-up button in the Entry All User section.
- ② The button specifies the number of all users included in the policy

Inquiry of all users

The screenshot shows a search interface with various filters like User type/Company, Total, Name, Department, Policy rules, Validity period, and a 'Search' button. Below the search bar is a table titled 'List of all users' with columns: User ID, User type, Company, Department, User, Start date an..., End date an..., Policy rules, and Authent. The table contains four rows of user data. At the bottom right of the table are buttons for 'New', 'Delete', and 'Close'.

User ID	User type	Company	Department	User	Start date an...	End date an...	Policy rules	Authent
1000138982	Full time...	LG CNS	융합보안팀	이명호 책임 (76071)	2023-10-26 ...	9999-12-31 ...	Entry level	2
1231231231	Full time...	LG CNS	대현부서	대현02 사원 (eogus02)	2023-12-07 ...	9999-12-31 ...	Entry level	1
1850000001	Full time...	LG CNS		홍길동 책임 (123456)	2023-12-07 ...	9999-12-31 ...	Entry level	1
1850039058	Full time...	LG CNS	IA Cloud Ser...	남정훈 책임 Architect ...	2023-12-12 1...	9999-12-31 ...	Entry level	2

Figure 9-182. Viewing inquiry of all users

- ③ The Entry All User Inquiry pop-up will appear, and the list of all users will be shown
- ④ Search conditions such as user type, company, name, employee number, user ID, card ID, department, policy rules, validity period can be searched in the list

9127

▶ Add a user

- ① Click the **New** button on the entry user inquiry screen.
- ② The Add User pop-up screen will appear, and the method of adding a user is the same as the method of adding individual users above

▶ Download the list of users

- ① Click the **Download** button on the entry user inquiry screen.

1	User ID	User type	Company	Department	User	Start day and time	End date and time	Entry rules	Authentication media	Date of revision
2	1000138982	Full time employee	LG CNS	율합보안팀	이명호 책임 (76071)	2023-10-26 14:53	9999-12-31 23:59	Entry level	2	2025-03-27 15:25
3	1231231231	Full time employee	LG CNS	대현부서	대현02 사원 (eogus02)	2023-12-07 10:15	9999-12-31 23:59	Entry level	1	2025-03-27 15:25
4	1850000001	Full time employee	LG CNS	홀길동 책임 (123456)	2023-12-07 10:08	9999-12-31 23:59	Entry level	1	2025-03-27 15:25	
5	1850039058	Full time employee	LG CNS	IA Cloud Service팀	남경훈 책임 Architect (7275)	2023-12-12 18:43	9999-12-31 23:59	Entry level	2	2025-03-27 15:25

Figure 9-183. Download Excel list of entry users

- ② The list of users will be downloaded as an Excel file

9128

► Modify users

- ① Select the users you want to edit on the Entry Users inquiry screen.
 ② Only users added through the individual user entry rules can be edited.

- ③ Click the **Comprehensive revision** button.

- ④ If you enter the start and end date of the validity period and click the **Comprehensive revision** button, the validity period will be modified in batches only for the selected users.

► Remove a user

- ① Select the user you want to delete from the Entry User View screen.
 ② Click the **Delete** button.
 ③ If you see the message "Do you want to delete?", click "Yes".

9.5.8 Delete elevator policy

The screenshot shows the 'Elevator policy list' screen. At the top, there are search filters for Company/Site, Department name, and Elevator name. Below the filters is a table of elevator policies. One row is highlighted in green, indicating it is selected. To the right of the table is a detailed view panel titled 'Basic Information' containing fields for Company/Site, Building, Usage, Elevator policy name, Explanation, Policy Manager, Registered information, and Revision information. Below this is a 'Detail information' panel with tabs for Policy rules, Elevator, and All users. At the bottom right are 'Edit', 'New', and 'Delete' buttons.

Company/Site	Elevator policy name
(주)CNP Cosmetics 공화문	○ ○
(주)CNP Cosmetics 공화문	○ ○ ○
(주)CNP Cosmetics 공화문	■
(주)CNP Cosmetics 공화문	■■
(주)CNP Cosmetics 사업장	■ ■ ■
(주)CNP Cosmetics 사업장	testEvp
(주)CNP Cosmetics 사업장	test1

Figure 9-184. Removal of elevator policy9129

- ① Click the  button on the elevator policy management screen or the detail screen.
- ② If there is an elevator policy rules, an error message will occur. In this case, delete both the door and the entry rule and click the  button again

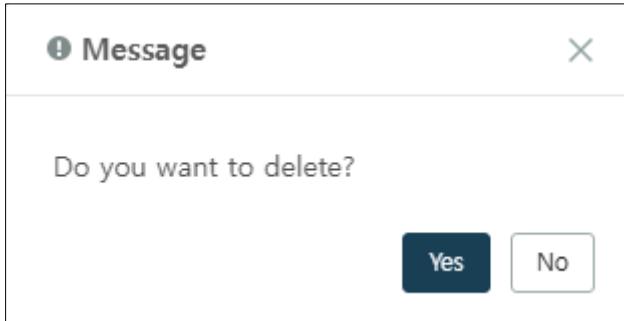


Figure 9-185. Error message for deleting the elevator policy

- ③ If you see the message "Do you want to delete?", click "Yes".
The deletion of the elevator policy is completed.9130

9.6 Entry Log Monitoring

9.6.1 Basic screen configuration

IDP+ provides real-time monitoring of entry logs. If you leave the monitoring in the starting state, you can check the access log immediately on the monitoring screen without having to view it separately.

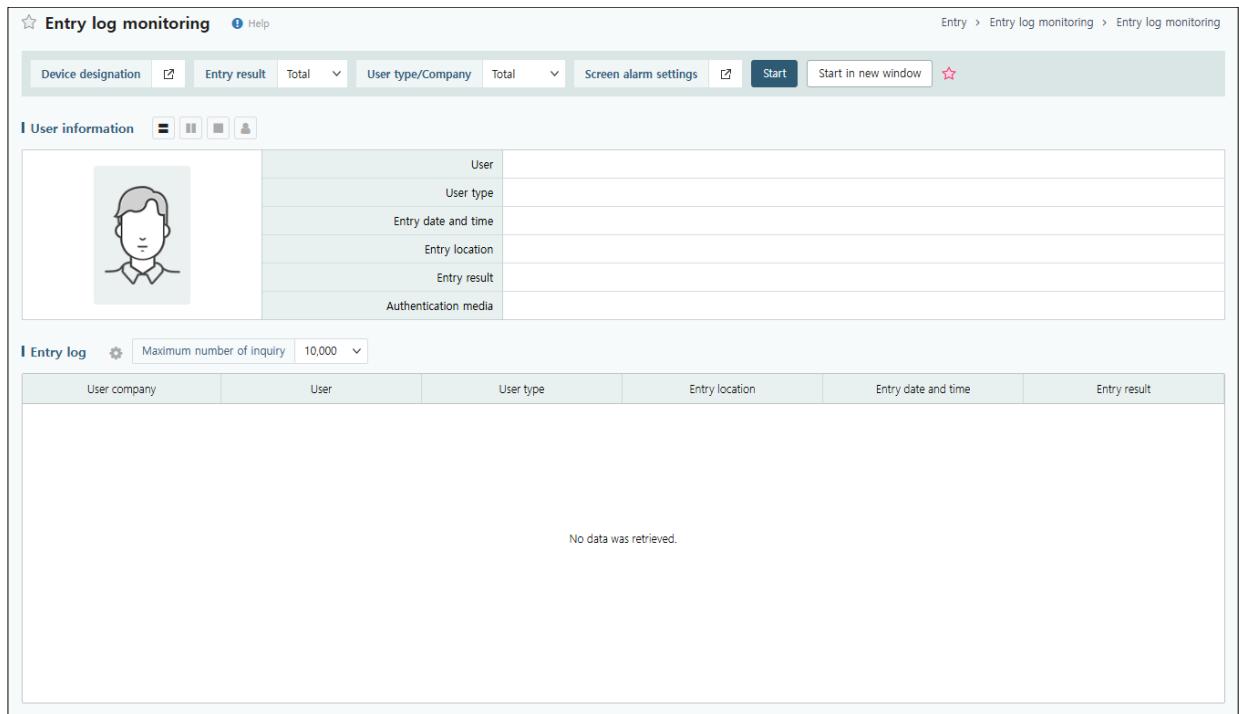


Figure 9-186. Entry log monitoring basic screen9131

- ① Enter the entry log monitoring menu > entry.
- ② On the access log monitoring screen, search conditions, user information inquiry area, and access log inquiry area appear.

9.6.2 Setting Monitoring Conditions

After entering the monitored equipment information on the access log monitoring screen, you can check the real-time access log when you start monitoring.

Basic search criteria	Device Designation	- Multiple choices of specific equipment
	Entry Result	- All/Success/Failure Single Selection
	User Type/Company	- Single selection among executives/visitors - When selecting executives, multiple selections are possible for regular employees of company/employees from other company/etc.
	Screen alarm settings	- Pop-ups (see separate description)

► Specify equipment

You can specify specific equipment when monitoring entry logs.

- ① On the entry log monitoring screen, click the device designation pop-up  button among the search conditions.

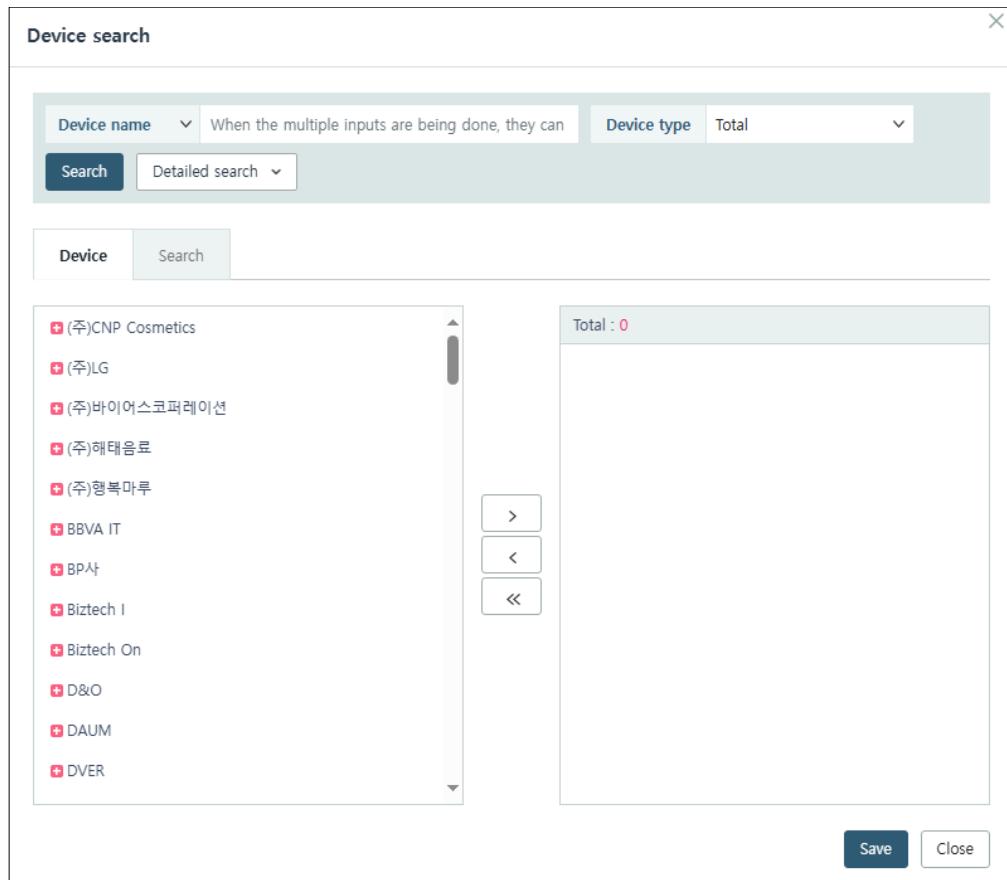


Figure 9-187. Device search pop-up screen9132

- ② The entire equipment list is displayed in the Device Search pop-up. Find and select the equipment you want to add, click the button and it will be added to the list to add.
- ③ Also, enter the equipment you want to add directly into the search conditions and click the button.
- ④ Select the devices you want to add in bulk with Ctrl+Mouse Click and click the button to add them to the list on the right.
- ⑤ When you are done selecting the equipment you want to add, click the button.
- ⑥ The selected equipment will be added to the Assign Device field.

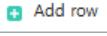
► Set an on-screen alarm

If you set an alarm for a specific event, you can set a real-time alarm to appear when the event occurs after the monitoring starts. Monitoring alarms are stored for each IDP+ login account, so once registered, you can continue to use them even if you log in again. The following describes how to set an on-screen alarm.

- ① Click the screen alarm settings pop-up button among the search conditions on the entry log monitoring screen. 



Figure 9-188. Screen alarm settings pop-up screen9133

- ② Click the  button in the screen alarm settings pop-up.
- ③ Click the  button of the alarm condition item in the newly added row.

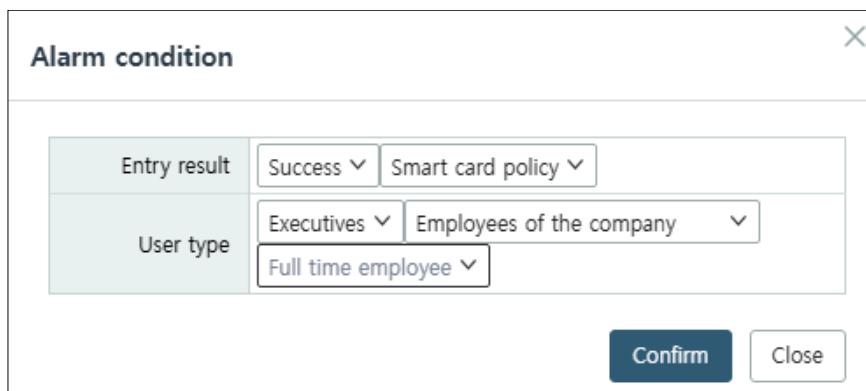


Figure 9-189. Set alarm condition pop-up9134

- ④ Select each item in the alarm condition pop-up.
- ⑤ Entry Result: Success/Failure, Entry Details
- ⑥ User Type: Executives/Visitors, Employees of company/Employees from other company
- ⑦ After completing the selection, click the  button.

Screen alarm settings						
Total: 1						
	Alarm name	Alarm condition	Pop-up	Sound	Color	Usage
<input type="checkbox"/>	a	Edit Alarm condition setting	Not found	Not found	Not found	

[Save](#) [Close](#)

Figure 9-190. Screen notification setting screen – Selected9135

- ⑧ Enter and select other items.
- ⑨ Pop-up: Alarm pop-up duration (none/3 seconds/5 seconds/10 seconds)
 - Sound: Sound Retention Time (None/3 seconds/5 seconds/10 seconds)
 - Color: None/Red/Yellow
- ⑩ Usage: Alarm usage (OFF and reused next time)
- ⑪ After completing all the fields, click the [Save](#) button to complete the save.
- ⑫ If you want to edit the alarm setting information, click each item on the screen alarm settings screen and click the Edit Contents button.
- ⑬ If you want to delete an alarm, select the row you want to delete on the screen alarm settings screen and click the [Delete row](#) button.
- ⑭ Click the [Save](#) button to complete the deletion.

9.6.3 Monitoring

► Start Monitoring

The following describes how to start monitoring entry logs.

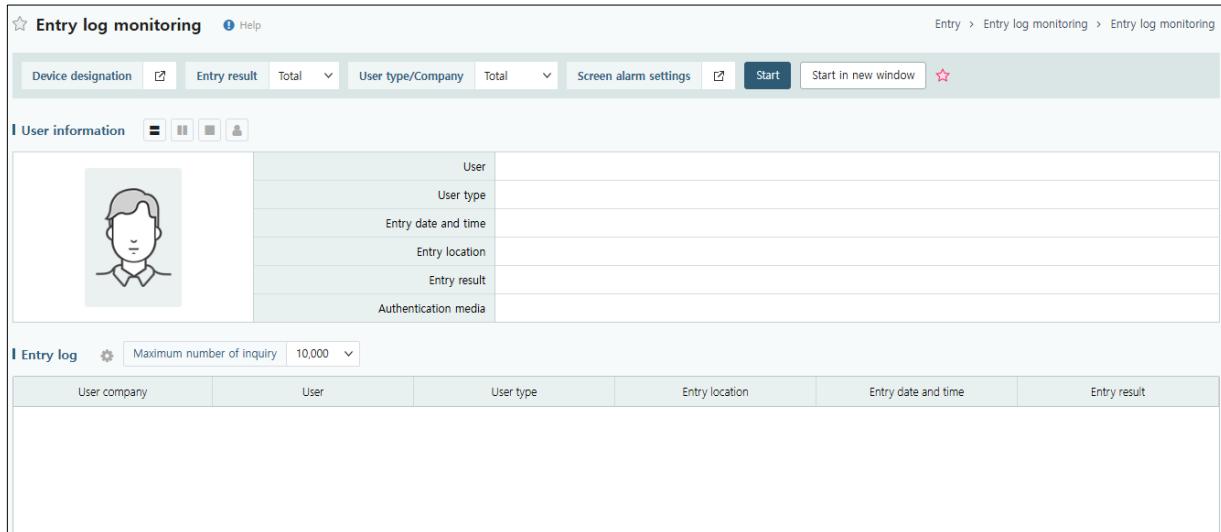


Figure 9-191. Entry log monitoring screen9136

- ① Enter the conditions on the entry log monitoring screen and click the **Start** button.
- ② The user information area is loaded with the user's information, and the log is loaded in real time in the entry log area.
- ③ If you click the Change Layout icon, you can view the user's photo on the left and the entry log on the right without user information.

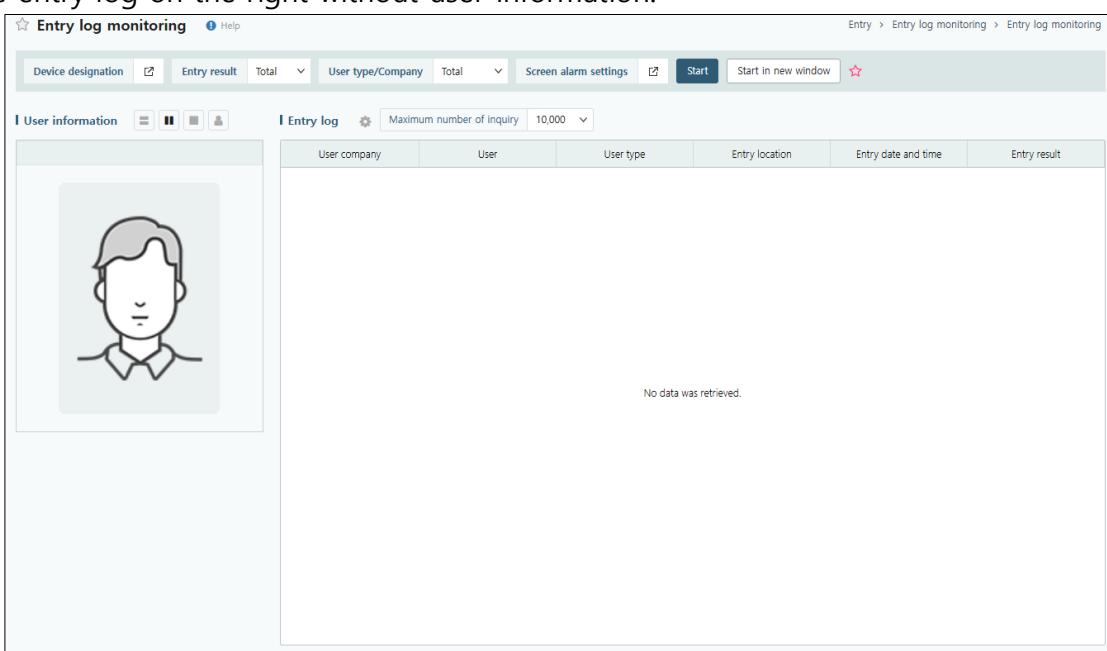
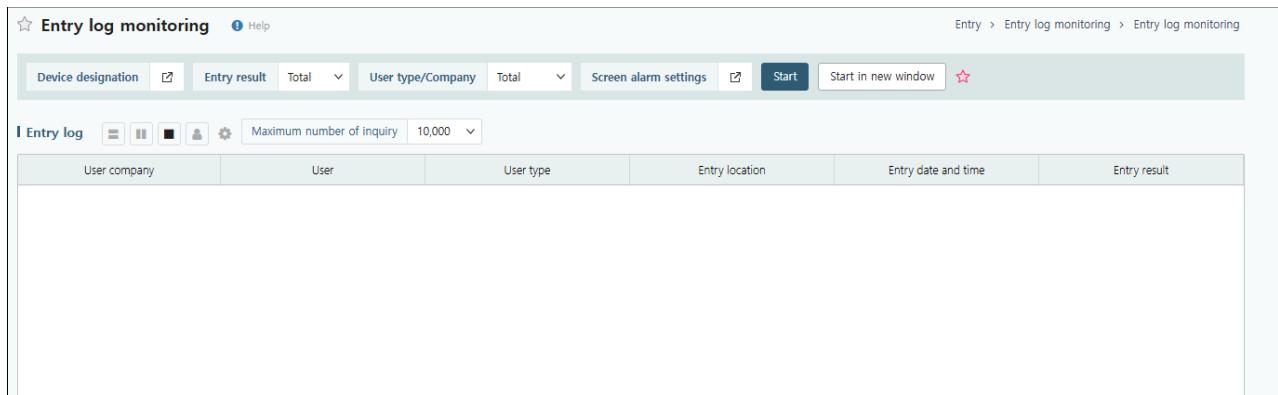


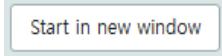
Figure 9-192. Entry Log Monitoring - Layout Change 19137

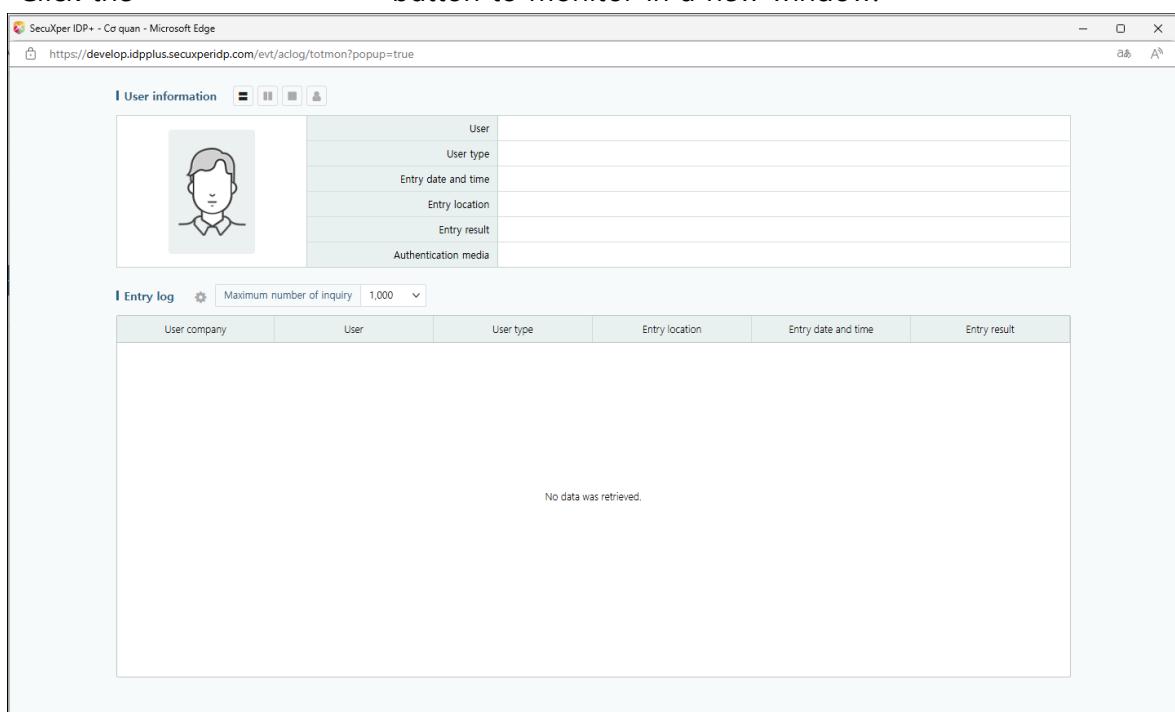
- ④ If you click the Change Layout  icon, you can view only the access log without user information.



The screenshot shows the 'Entry log monitoring' interface. At the top, there are several filter options: 'Device designation', 'Entry result' (set to 'Total'), 'User type/Company' (set to 'Total'), 'Screen alarm settings', and a 'Start' button. Below the filters is a toolbar with icons for 'Entry log' (highlighted), 'User information', 'User list', 'User search', and a gear icon. A dropdown menu for 'Maximum number of inquiry' is set to '10,000'. The main area is a table with columns: 'User company', 'User', 'User type', 'Entry location', 'Entry date and time', and 'Entry result'. The table is currently empty.

Figure 9-193. Monitoring Entry Log – Layout Change 29138

- ⑤ Click the  button to monitor in a new window.



This screenshot shows a new browser window titled 'SeouXper IDP+ - Cổng - Microsoft Edge'. The address bar shows the URL: 'https://develop.idplus.seouxperidp.com/evt/aclog/totmon?popup=true'. The page content is identical to Figure 9-193, featuring the 'User information' section and the 'Entry log' table, both of which are currently empty.

Figure 9-194. Entry Log Monitoring New Window9-139

- ⑥ The results are the same.

► Monitoring Stop

- ① If you want to stop monitoring, click the  button.

9.7 Entry Log Search

9.7.1 Basic screen configuration

You can view past entry logs in the Entry Log menu. The basic screen configuration is as follows.

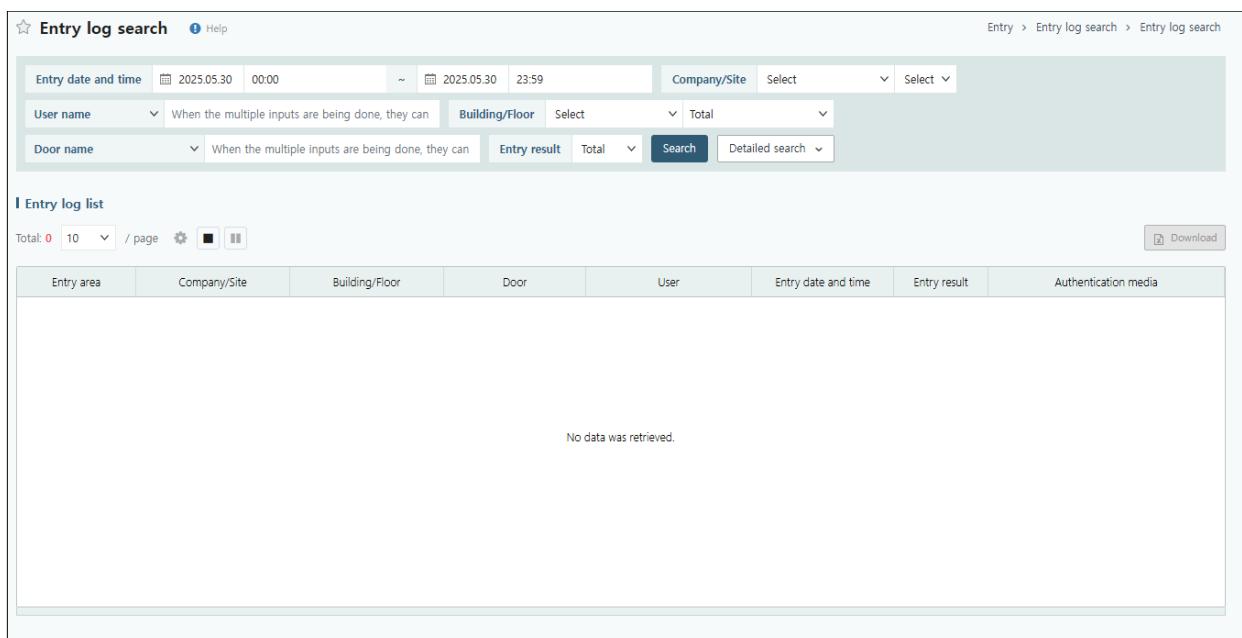


Figure 9-195. Entry Log Search Screen9140

- ① Enter the Entry > entry log search.
- ② The entry log search screen has a search condition area, an entry log list area, and a log details area.

9.7.2 Entry Log Inquiry

► Entry Log Inquiry

The screenshot shows the 'Entry log search' interface. At the top, there are search filters for 'Entry date and time' (from 2025.04.20 to 2025.05.30), 'Company/Site' (Select), and 'User name' (When the multiple inputs are being done, they can). Below these are filters for 'Door name' (When the multiple inputs are being done, they can) and 'Entry result' (Total). A 'Search' button and a 'Detailed search' dropdown are also present. The main area is titled 'Entry log list' and displays a table of log entries. The table columns include: Entry area, Company/Site, Building/Floor, Door, User, Entry date and time, Entry result, and Authentication media. The log entries show various access attempts from different locations and users, with details like entry date, time, and result.

Entry area	Company/Site	Building/Floor	Door	User	Entry date and time	Entry result	Authentication media
Control Area	LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	2023QGate출입문 2 (In)	홍길동 (Visitor)	2025-05-29 14:55:34	Failure	Smart card (2001000112)
Control Area	LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	2023QGate출입문 (In)	홍길동 (Visitor)	2025-05-29 13:43:29	Failure	Smart card (2001000112)
Control Area	LG CNS 마곡사이언스파크	마곡_사무동(E13) 1F	동근_설치위치_테스트...	이동근 사원 (Full time empl...)	2025-05-29 13:34:02	Success	Smart card (1000445987)
Control Area	LG CNS 마곡사이언스파크	마곡_사무동(E13) 1F	동근_설치위치_테스트...	이동근 사원 (Full time empl...)	2025-05-29 13:32:26	Failure	Smart card (1000445987)
Control Area	LG Chem 마곡 사이언스...	마곡_사무동(E13) 1F	동근_위치 (In)	이동근 사원 (Full time empl...)	2025-05-28 16:22:29	Failure	Smart card (1000445987)
Control Area	LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	2023QGate출입문 (In)	홍길동 (Visitor)	2025-05-28 10:27:05	Success	Mifare card (2001000112)
Control Area	LG CNS 마곡사이언스파크	마곡_사무동(E13) 1F	동근_위치 (In)	이동근 사원 (Full time empl...)	2025-05-26 17:18:10	Success	Smart card (1000445987)
Control Area	LG CNS 마곡사이언스파크	마곡_사무동(E13) 1F	동근_위치 (In)	이동근 사원 (Full time empl...)	2025-05-26 17:14:28	Failure	Smart card (1000445987)
Control Area	LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	2023QGate출입문 2 (O...)	홍길동 (Visitor)	2025-05-26 14:57:18	Success	Smart card (2001000112)
Control Area	LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	2023QGate출입문 (In)	홍길동 (Visitor)	2025-05-25 10:17:15	Success	Smart card (2001000112)

Figure 9-196. Entry Log Search9

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Basic search criteria	Entry date and time	- From Date, Time / To Enter Date, Time
	Company/Site	- Single selection of company and site
	User name	- Single selection of username/employee number/custom - When selecting a user, multiple selections of specific users can be made in the pop-up
	Building/Floor	- It is shown according to the selected company/site, and multiple choices are possible
	Door name	- Single selection of door name/designation of entry gate - When selecting designation of entry gate, multiple selections of specific doors are possible in the pop-up
	Entry Result	- All/Success/Failure Single Selection
Detailed Conditions	Authentication Media	- Single selection of smart card/MyFair card - Select and enter card ID
	Entry time	- Multiple entry and exit time slots are available
	Entry day	- Multiple selection of entry and exit days
	User	- Single selection among executives/visitors

	Type/Company	- When selecting executives, multiple selections are possible for employees of company/employees from the other company/etc.
	Department Name	- Single selection from department name/department ID/department designation pop-up - When selecting department-designated pop-up, multiple selections of specific departments can be made from the pop-up
	Door Operation Status	- General operation/schedule open/schedule close/command open/command close/fire open/trial operation
	Entry Direction	- IN/OUT/N/A Multiple Selectable
	Entry Area	- Multiple selection of office area/main entrance/control area
	Device Name	- Select a single device name/equipment IP/equipment ID and enter it
	Authentication Results	- All/Success/Failure Single Selection
	Authentication Result Details	- Smart Card Policy/User Policy/Lost Card/Blocked User/Server Authentication Validity period of the authentication medium expired Validity period of the authority expired/No entry time (smart card) No entry time (user policy)/ Refusal to retry/ Entry path error/SAM Authentication Failure/Matching failure/Fingerprint input failure/Log manual registration

- ① After entering the search criteria, click the  button.
 - The entry date and time inquiry period cannot exceed a maximum of 31 days.
 - Search for doors, access results, authentication media, user information, equipment information, etc.
- ② You can click the Change Layout  icon to view log details.
- ③ Entry User: User Information
- ④ Entry Location: Door, equipment information, access results, etc.

⑤ Entry Rights: List of access rights held by the user

The screenshot shows the 'Entry log search' interface with various search filters and a detailed view of an entry log.

Search Filters:

- Entry date and time: 2025.04.20 00:00 ~ 2025.05.30 23:59
- User name: Select Total
- Door name: Select Total
- Authentication media: Total Card ID
- Entry time: Total
- Entry day: Total
- User type/Company: Total
- Department name: Select Total
- Door operation status: Total
- Entry direction: Total
- Entry area: Total
- Device name: When the multiple inputs are being done, they can
- Authentication result: Total
- Authentication result details: Total

Entry log list: Total: 169 (Page 10)

User	Entry date and time
홍길동 (Visitor)	2025-05-29 14:55:34
홍길동 (Visitor)	2025-05-29 13:43:29
이동근 사원 (Full time employee)	2025-05-29 13:34:02
이동근 사원 (Full time employee)	2025-05-29 13:32:26
이동근 사원 (Full time employee)	2025-05-28 16:22:29
홍길동 (Visitor)	2025-05-28 10:27:05
이동근 사원 (Full time employee)	2025-05-26 17:18:10
이동근 사원 (Full time employee)	2025-05-26 17:14:28
홍길동 (Visitor)	2025-05-26 14:57:18
홍길동 (Visitor)	2025-05-25 10:17:15

Entry user:

Photo	User: LG Chem 홍길동
	User type: Visitor
	Employee number:
	Authentication media type: Smart card(2001000112)

Entry location:

Entry location: LG CNS 마곡사이언스파크 마곡_연구동(E14) 7F 2023QGate출입문2(In)
Door operation status / Entry result: General operation / Failure
Device: 2023QGMini4
Entry date and time: 2025-05-29 14:55:34
Authentication result: Failure(Smart card policy)

Additional information:

Temperature
Mask Equipped

Figure 9-197. Search entry log details

▶ Excel Download

- ① Click the Change layout icon
- ② Click the button at the top of the list of logs to be viewed.
- ③ Enter the reason for the download request and the download password in the file download settings pop-up, and then click the button.

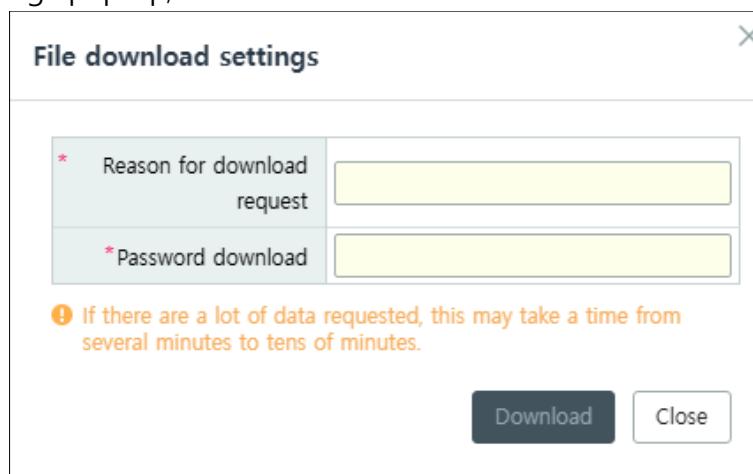


Figure 9-198. File Download Settings

- ④ The log list will be downloaded as an Excel file.
- ⑤ Open the file and enter the password you set to unlock it.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
Entry area	Company	Site	Building	Floor	Door	Entry direction	Device name	Device IP	User company	Department	User	Employee number	Entry date and time	Entry result	Authentication method
Control Area	LG CNS	마곡 사이언스파크	마곡 연구동	7F	2023QGate출입문2	In	2023QGMini4	192.168.0.201:91	LG Chem		홀길동 (Visitor)		2025-05-29 14:55	Failure	Smart card (2001000112)
Control Area	LG CNS	마곡 사이언스파크	마곡 연구동	7F	2023QGate출입문	In	2023QGMini1	192.168.0.200:91	LG Chem		홀길동 (Visitor)		2025-05-29 13:43	Failure	Smart card (2001000112)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	1F	홀그_설치위치 테스트2	In	홀그포트	192.168.0.100	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-29 13:34	Success	Smart card (1000445987)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	1F	홀그_설치위치 테스트2	In	홀그포트	192.168.0.100	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-29 13:32	Failure	Smart card (1000445987)
Control Area	LG Chem	마곡 사이언스파크	마곡 사업동	1F	홀그_설치위치 테스트2	In	홀그포트	192.168.0.100	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-28 16:22	Failure	Smart card (1000445987)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	1F	2023QGate출입문	In	2023QGMini1	192.168.0.200:91	LG Chem		홀길동 (Visitor)		2025-05-28 10:27	Success	Mifare card (2001000111)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	1F	홀그_설치위치	In	홀그_설치위치	192.168.0.100	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-26 17:01	Success	Smart card (1000445987)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	1F	홀그_설치위치	In	홀그_설치위치	192.168.0.100	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-26 16:59	Failure	Smart card (1000445987)
Control Area	LG CNS	마곡 사이언스파크	마곡 연구동	7F	2023QGate출입문2	Out	2023QGMini3	192.168.0.201:91	LG Chem		홀길동 (Visitor)		2025-05-26 14:57	Success	Smart card (2001000112)
Control Area	LG CNS	마곡 사이언스파크	마곡 연구동	7F	2023QGate출입문	In	2023QGMini1	192.168.0.200:91	LG Chem		홀길동 (Visitor)		2025-05-25 10:17	Success	Smart card (2001000112)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	1F	홀그_위치	In	홀그_설비	192.168.0.100	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-24 9:00	Failure	Mifare card (1000445987)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	1F	홀그_위치	In	홀그_설비	192.168.0.100	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-24 9:00	Success	Smart card (1000445987)
Office Area	LG CNS	마곡 사이언스파크	마곡 사업동	2F	E13_2F_경고2	In	E13_2F_경고2	10.229.141.78	LG CNS (LGT)	보안포털팀	정기운 기장 (Partners)	A112001	2025-05-22 10:17	Success	Smart card (1007908277)
Control Area	LG CNS	마곡 사이언스파크	마곡 사업동	2F	E13_2F_프로젝트들_202호	In	E13_2F_프로젝트들	10.229.141.34	LG CNS (LGT)	보안포털팀	정기운 기장 (Partners)	f8tjdrbrb	2025-05-22 10:17	Failure	Smart card (1007908277)
Control Area	LG CNS	마곡 사이언스파크	마곡 연구동	8F	E14_B1F_남쪽_MDF	In	E14_B1F_남쪽	10.081.233.41	LG CNS (LGT)	보안포털팀	정기운 기장 (Partners)	A112001	2025-05-22 10:17	Success	Smart card (1007908277)
Control Area	LG Chem	마곡 사이언스파크	마곡 사업동	1F	홀그_위치	In	홀그_설비	192.168.0.102	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-21 16:24	Failure	Smart card (1000445987)
Control Area	LG Chem	마곡 사이언스파크	마곡 사업동	1F	홀그_위치	In	홀그_설비	192.168.0.102	LG CNS	보안포털팀	이종근 사원 (Full time employ)	84435	2025-05-21 16:22	Failure	Fingerprint (1000445987)
Control Area	LG CNS	마곡 사이언스파크	마곡 연구동	7F	2023QGate출입문	In	2023QGMini1	192.168.0.200:91	LG Chem		홀길동 (Visitor)		2025-05-21 13:41	Failure	Smart card (2001000112)
Office Area	LG CNS	마곡 사이언스파크	마곡 사업동	2F	E13_2F_증강기단서 총	In	E13_2F_증강기	10.229.141.76	LG CNS (LGT)	보안포털팀	정기운 기장 (Partners)	A112001	2025-05-21 10:17	Success	Smart card (1007908277)

Figure 9-199. Download Entry Log List9143

9.8 Entry log search (Retired)

9.8.1 Basic screen configuration

You can view past access logs in the Entry Log menu. The basic screen configuration is as follows.

The screenshot shows the 'Entry log search (Retired)' screen. At the top, there are search filters for 'Entry date and time' (set to 2025.05.30 00:00 to 2025.05.30 23:59), 'Company/Site' (Select), and 'Building/Floor' (Select). Below these are dropdowns for 'User name' and 'Door name', both set to 'Total'. A search button and a 'Detailed search' dropdown are also present. The main area is titled 'Entry log list' and contains a table header with columns: Entry area, Company/Site, Building/Floor, Door, User, Entry date and time, Entry result, and Authentication media. A message 'No data was retrieved.' is displayed at the bottom of the list area. Navigation controls like 'Total: 0 / page' and a 'Download' button are visible.

Figure 9-200. Entry log search (retired) screen

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- ① Enter the Entry > entry log search (retired) > entry log list.
- ② The entry log search (retired) screen has a search condition area, an entry log list area, and a log details area.

9.8.2 Entry Log Inquiry

► Entry log (retired) inquiry

The screenshot shows the 'Entry log search (Retiree)' interface. At the top, there are date/time filters (Entry date and time: 2024.03.01 00:00 - 2024.03.01 23:59), company/site selection, and search buttons (Search, Detailed search). Below these are various search filters: User name, Door name, Authentication media, Department name, Entry area, Device name, and several dropdowns for entry time, day, result, and authentication details. The main area is titled 'Entry log list' and displays a table of search results. The table columns include: Entry area, Company/Site, Building/Floor, Door, User, Entry date and time, Entry result, and Authentication media. A single row is shown as an example.

Entry area	Company/Site	Building/Floor	Door	User	Entry date and time	Entry result	Authentication media
Control Area	LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	미니출입문1 (In)		2024-03-18 17:36	Success	Smart card (1000480568)

Figure 9-201. Search for entry log (retired employee)9

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Basic search criteria	Entry date and time	- From Date, Time / To Enter Date, Time
	Company/Site	- Single selection of company and site
	User name	- Single selection of username/employee number/custom - When selecting a user, multiple selections of specific users can be made in the pop-up
	Building/Floor	- It is shown according to the selected company/site, and multiple choices are possible
	Door name	- Single selection of door name/designation of entry gate - When selecting designation of entry gate, multiple selections of specific doors are possible in the pop-up
	Entry Result	- All/Success/Failure Single Selection
Detailed Conditions	Authentication Media	- Single selection of smart card/MyFair card - Select and enter card ID
	Entry time	- Multiple entry and exit time slots are available
	Entry day	- Multiple selection of entry and exit days
	User Type/Company	- Single selection among executives/visitors - When selecting executives, multiple selections are possible for employees of company/employees from the other company/etc.
	Department Name	- Single selection from department name/department ID/department designation pop-up

		- When selecting department-designated pop-up, multiple selections of specific departments can be made from the pop-up
	Door Operation Status	- General operation/schedule open/schedule close/command open/command close/fire open/trial operation
	Entry Direction	- IN/OUT/N/A Multiple Selectable
	Entry Area	- Multiple selection of office area/main entrance/control area
	Device Name	- Select a single device name/equipment IP/equipment ID and enter it
	Authentication Results	- All/Success/Failure Single Selection
	Authentication Result Details	- Smart Card Policy/User Policy/Lost Card/Blocked User/Server Authentication Validity period of the authentication medium expired/ Validity period of the authority expired/No entry time (smart card)/ No entry time (user policy)/ Refusal to retry/ Entry path error/SAM Authentication Failure/Matching failure/Fingerprint input failure/Log manual registration

- ① After entering the search criteria, click the **Search** button.
 - The entry date and time inquiry period cannot exceed a maximum of 31 days.
 - Search for doors, access results, authentication media, user information, equipment information, etc.
- ② You can click the Change Layout icon to view log details.
- ③ Entry User: User Information
- ④ Entry Location: Door, equipment information, access results, etc.
- ⑤ Entry Rights: List of access rights held by the user

The screenshot shows the 'Entry log search (Retiree)' interface. At the top, there are date and time filters (Entry date and time: 2024.03.01 00:00 - 2024.05.01 23:59), a company/site dropdown, and search buttons for 'Entry result' and 'Detailed search'. Below the filters are several dropdown menus for search criteria: User name, Door name, Authentication media, Department name, Entry area, Device name, and more. The main area displays two sections: 'Entry log list' and 'Entry user'. The 'Entry log list' table has one row showing 'User' and 'Entry date and time' (2024-03-18 17:36). The 'Entry user' section shows a placeholder photo of a person, and details like User type (Employee), Employee number, and Authentication media type (Smart card/1000480568). The 'Entry location' section shows the entry location (LG CNS 마곡사이언스파크 마곡_연구동(E14) 7F 미니출입문1(in)), door operation status (General operation / Success), device (미니출입문1), entry date and time (2024-03-18 17:36:43), and authentication result (Success(Smart card policy)).

Figure 9-202. Entry Log (Retired Employee) Detailed Information Search9-146

► Excel Download

- ① Click the Change layout icon .
- ② Click the  button at the top of the list of logs to be shown.
- ③ Enter the reason for the download request and the download password in the file download settings pop-up, and then click the  button.

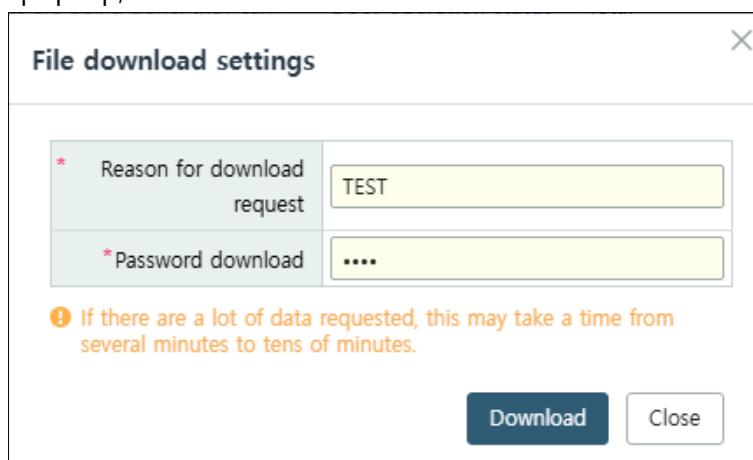


Figure 9-203. File download settings

- ④ The log list will be downloaded as an Excel file.
- ⑤ Open the file and enter the password you set to unlock it.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
Entry area	Company	Site	Building	Floor	Door	Entry direction	Device name	Device IP	User company	Department	User	Employee number	Entry date and time	Entry result	Authentication media
1 Control Area	LG CNS	마곡 사이언스파크	마곡_연구동	7f	0111 출입문1	In	0111 테스트1	192.168.0.202:91	null	null ()		2024-03-18 17:36	Success	Smart card (1000480568)	

Figure 9-204. Download the list of entry logs (departed employees)9147

10. Location/Device

10.1 Location Management

10.1.1 Basic screen configuration

You can manage installation locations of various location types and modify, register, and delete.

The screenshot shows the 'Location list' interface. At the top, there are search filters for 'Company/Site', 'Total', 'location type', 'Building/Floor', and 'Total'. Below the filters is a search bar with fields for 'Location name' and 'Location designation', and buttons for 'Search' and 'Detailed search'. The main area is titled 'Location list' and displays a table of 1,237 entries. The table columns include 'Location ID', 'Company/Site', 'Building/Floor', 'Location name', 'location type', 'Location Classification', 'Entry area', 'Operation schedule', and 'Door operation status'. The first few rows of data are as follows:

Location ID	Company/Site	Building/Floor	Location name	location type	Location Classification	Entry area	Operation schedule	Door operation status
48	SNI Corporation 트원	트원동관 B2	전산실(주출입구)	Door	Control I issuance	Control Area		Not supported
49	SNI Corporation 트원	트원동관 6F	자하이증상활실	Door	General	Main Entrance		Not supported
129	LG CNS 가산 DC	가산IDC B1F	IDC 일반B/L	Door	Restriction II	Control Area	종근_스케줄2	
131	LG CNS 가산 DC	가산IDC 1F	스피드게이트-CNS	Door	Restriction II	Control Area		
133	SNI Corporation 가산IDC	가산IDC 1F	방재실-출입	Door	Control I issuance	Control Area		Not supported
135	LG CNS 가산 DC	가산IDC 1F	주차장출입구	Door	Restriction II	Control Area		
142	LG CNS 가산 DC	가산IDC 2F	중앙엘리베이터작축	Door	Restriction II	Control Area		
143	LG CNS 가산 DC	가산IDC 2F	중앙엘리베이터우측	Door	Restriction II	Control Area		
144	LG CNS 가산 DC	가산IDC 2F	중앙엘리베이터우측(후면)	Door	Restriction II	Control Area		
145	LG CNS 가산 DC	가산IDC 2F	IDC 일반 E/N(우)	Door	Restriction II	Control Area		

At the bottom of the screen, there are navigation buttons for pages 1 through 10, and buttons for 'New', 'Comprehensive Setup', and 'Delete'.

Figure 10-1. Installation Location Management Basic Screen101

- ① Location/Device > Location Management menu.
- ② It is divided into a search criteria area at the top and an installation location list area at the bottom.

10.1.2 Location Inquiry

The screenshot shows a web-based application for managing location lists. At the top, there are several dropdown menus for filtering by Company/Site, Total, location type, Building/Floor, and Total. Below these are input fields for Location name and Location designation, along with a search button and a detailed search dropdown. The main area displays a table titled 'Location list' with columns for Location ID, Company/Site, Building/Floor, Location name, location type, Location Classification, Entry area, Operation schedule, and Door operation status. The table contains 145 rows of data. At the bottom of the table, there are navigation arrows and a page number indicator (1 of 10). Below the table are buttons for New, Comprehensive Setup, and Delete.

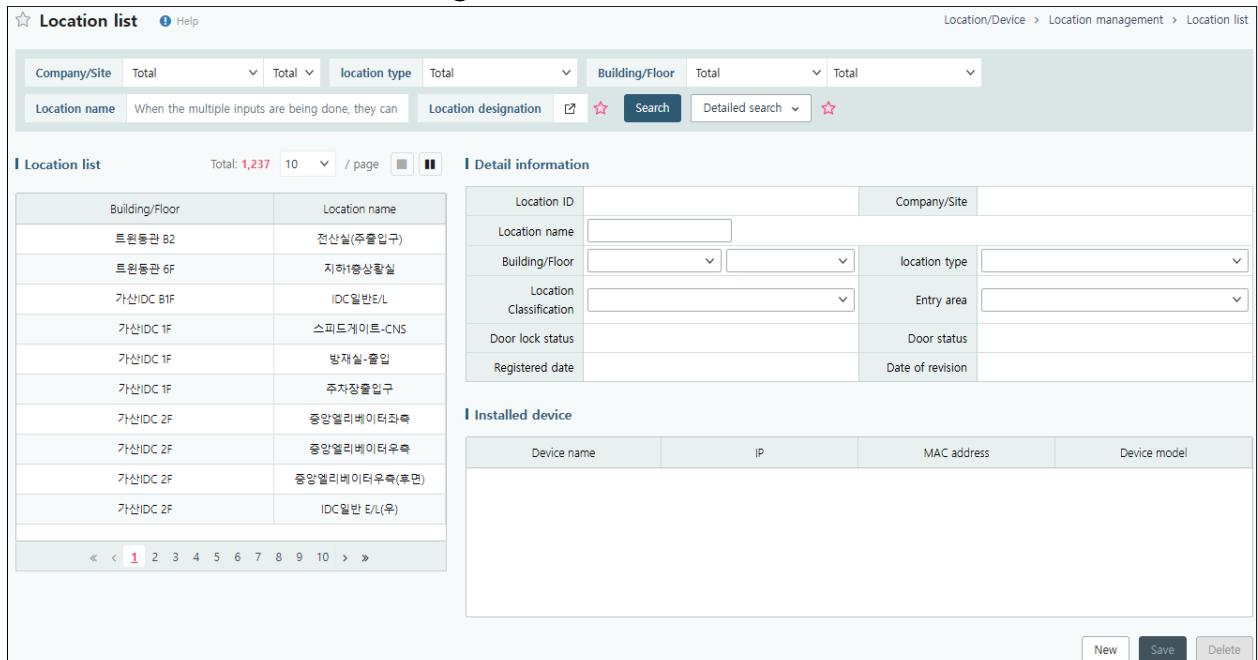
Figure 10-2. Viewing the list of locations102

- ③ You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of installation locations that meet the conditions.
- ④ If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions.

Basic search criteria	Company/Site	- Single selection of company and site
	Location Type	- Multiple entrance/restaurant/beacon choices available
	Building/Floor	- Shown according to the selected company/site, single selection
	Location Name	- Multiple inputs, separated by ",", up to 100 characters
	Location designation	- Multiple selection of specific installation locations in the pop-up
Detailed Conditions	Entry Area	- Multiple selection of office area/main entrance/control area
	Device Name	- Multiple inputs, separated by ",", up to 100 characters
	Device IP	- Multiple inputs, separated by ",", up to 100 characters
	Door Lock Status	- Closed/open/general multi-selectable
	Door Status	- Open/closed/unverifiable multi-selectable

	Location Classification	- Main entrance/Interview/General/Restriction I.,II./Control I.,II. Multiple selectable.
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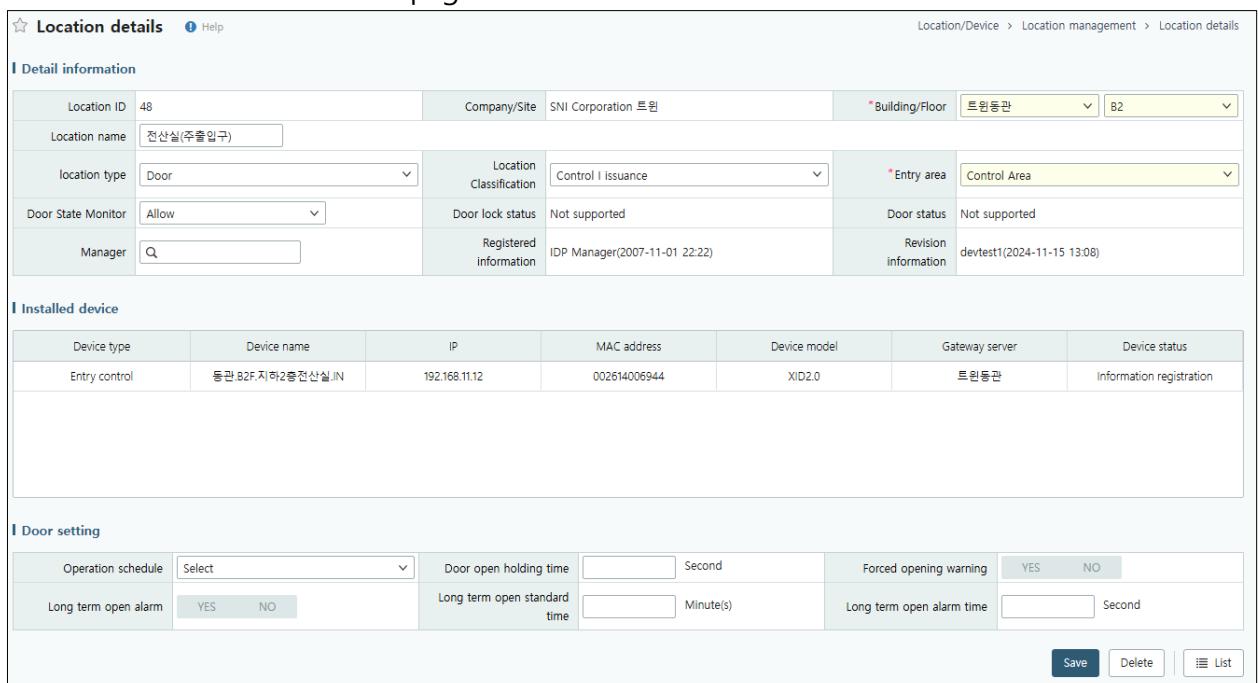
- ⑤ If you press the  button and select a list of installation locations, you can view the detailed information on the right side.



The screenshot shows the 'Location list' interface. On the left, there is a grid of location entries with columns for Building/Floor and Location name. On the right, there is a detailed information panel with sections for Location ID, Company/Site, Location name, Building/Floor, location type, Location Classification, Entry area, Door lock status, Registered date, Date of revision, Device name, IP, MAC address, and Device model. At the bottom right of the detailed information panel are buttons for New, Save, and Delete.

Figure 10-3. Detailed inquiry of installation location103

- ⑥ Click the  button and select a list of installation locations to proceed to the installation location detail page.



The screenshot shows the 'Location details' interface. It includes sections for Detail information, Installed device, and Door setting. In the Detail information section, fields include Location ID (48), Company/Site (SNI Corporation 트원), Building/Floor (트원동관 B2), Location name (전산실(주출입구)), location type (Door), Location Classification (Control I issuance), Entry area (Control Area), Door lock status (Not supported), Door status (Not supported), Manager (Q), Registered information (IDP Manager(2007-11-01 22:22)), and Revision information (devtest1(2024-11-15 13:08)). The Installed device section lists a single entry: Device type (Entry control), Device name (동관 B2F.지하2층전산실.JN), IP (192.168.11.12), MAC address (002614006944), Device model (XID2.0), Gateway server (트원동관), and Device status (Information registration). The Door setting section includes fields for Operation schedule (Select), Door open holding time (Second), Forced opening warning (YES NO), Long term open alarm (YES NO), Long term open standard time (Minute(s)), and Long term open alarm time (Second).

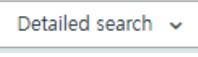
Figure 10-4. Detailed inquiry of installation location104

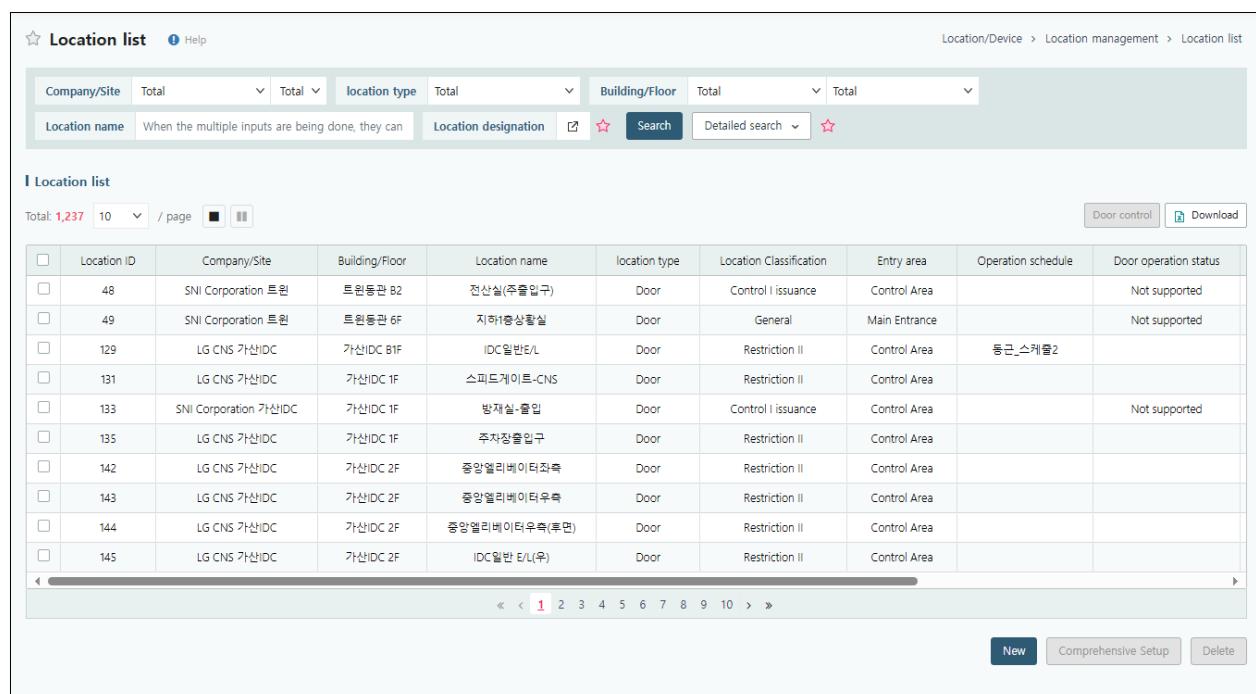
- ⑦ If there is a search result in the installation location list, you can download the result as an Excel file.

► Excel Download

- ⑧ Click the  button located at the top right of the list of installation locations.
 ⑨ According to your browser's settings, the Excel file will be saved in the Internet file download path.

10.1.3 Modify the location

- ① You can enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of installation locations that meet the conditions.
- ② If you press the  button located to the right of the search button, you will see the search conditions that you can enter more search conditions.



The screenshot shows the 'Location list' interface. At the top, there are search filters for 'Company/Site', 'location type', and 'Building/Floor', followed by a 'Search' button and a 'Detailed search' dropdown. Below the filters is a table with 145 rows of data. The columns include 'Location ID', 'Company/Site', 'Building/Floor', 'Location name', 'location type', 'Location Classification', 'Entry area', 'Operation schedule', and 'Door operation status'. The table has a header row and 144 data rows. At the bottom of the table, there is a navigation bar with page numbers from 1 to 10 and buttons for 'New', 'Comprehensive Setup', and 'Delete'.

Figure 10-5 Viewing the list of installation locations10

5

- ③ If you press the  button and select a list of installation locations, you can view the detailed information on the right side.

Location list Help

Company/Site	Total	Total	location type	Total	Building/Floor	Total	Total
Location name	When the multiple inputs are being done, they can		Location designation		Search	Detailed search	

I Location list Total: 1,237 10 / page

Building/Floor	Location name
트원동관 B2	전산실(주출입구)
트원동관 6F	지하1층상황실
가산IDC B1F	IDC 일반E/L
가산IDC 1F	스피드게이트-CNS
가산IDC 1F	방재실-출입
가산IDC 1F	주차장을입구
가산IDC 2F	중앙엘리베이터조작
가산IDC 2F	중앙엘리베이터우측
가산IDC 2F	중앙엘리베이터우측(후면)
가산IDC 2F	IDC 일반 E/L(우)

I Detail information

Location ID	48	Company/Site	SNI Corporation 트원
Location name	전산실(주출입구)	Building/Floor	트원동관 B2
Location Classification	Control I issuance	location type	Door
Door State Monitor	Allow	Entry area	Control Area
Door lock status	Not supported	Door status	Not supported
Registered date	IDP Manager(2007-11-01 22:22)	Date of revision	devtest1(2024-11-15 13:08)

I Installed device

Device name	IP	MAC address	Device model
동관 B2F 지하2층전산실 IN	192.168.11.12	002614006944	XID2.0

New Save Delete

Figure 10-6. Detailed inquiry of installation location106

- ④ Edit the details of the installation location and click the **Save** button.
- ⑤ If the save is successful, a 'Save successful' message pops up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.
- ⑥ Click the **■** button and select a list of installation locations to proceed to the installation location detail page.

Location details Help

Location ID	Company/Site	*Building/Floor	
48	SNI Corporation 트원	트원동관 B2	
Location name	전산실(주출입구)	Location Classification	Control I issuance
location type	Door	Entry area	Control Area
Door State Monitor	Allow	Door lock status	Not supported
Manager	Q	Registered information	IDP Manager(2007-11-01 22:22)
		Revision information	devtest1(2024-11-15 13:08)

I Installed device

Device type	Device name	IP	MAC address	Device model	Gateway server	Device status
Entry control	동관 B2F 지하2층전산실 IN	192.168.11.12	002614006944	XID2.0	트원동관	Information registration

I Door setting

Operation schedule	Select	Door open holding time	Second	Forced opening warning	YES NO
Long term open alarm	YES NO	Long term open standard time	Minute(s)	Long term open alarm time	Second

Save Delete List

Figure 10-7. Detailed inquiry of installation location107

- ⑦ Edit the details of the installation location and click the **Save** button.
- ⑧ If the save is successful, a 'Save successful' message pops up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

10.1.4 Register installation location

	Location ID	Company/Site	Building/Floor	Location name	location type	Location Classification	Entry area	Operation schedule	Door operation status
<input type="checkbox"/>	48	SNI Corporation 트원	트원동관 B2	전산실(주출입구)	Door	Control issuance	Control Area		Not supported
<input type="checkbox"/>	49	SNI Corporation 트원	트원동관 6F	지하1층상황실	Door	General	Main Entrance		Not supported
<input type="checkbox"/>	129	LG CNS 가산IDC	가산IDC B1F	IDC일반 E/L	Door	Restriction II	Control Area	등급_스케줄2	
<input type="checkbox"/>	131	LG CNS 가산IDC	가산IDC 1F	스피드게이트-CNS	Door	Restriction II	Control Area		
<input type="checkbox"/>	133	SNI Corporation 가산IDC	가산IDC 1F	방재실-출입	Door	Control issuance	Control Area		Not supported
<input type="checkbox"/>	135	LG CNS 가산IDC	가산IDC 1F	주차장출입구	Door	Restriction II	Control Area		
<input type="checkbox"/>	142	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터좌측	Door	Restriction II	Control Area		
<input type="checkbox"/>	143	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측	Door	Restriction II	Control Area		
<input type="checkbox"/>	144	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측(후면)	Door	Restriction II	Control Area		
<input type="checkbox"/>	145	LG CNS 가산IDC	가산IDC 2F	IDC일반 E/L(우)	Door	Restriction II	Control Area		

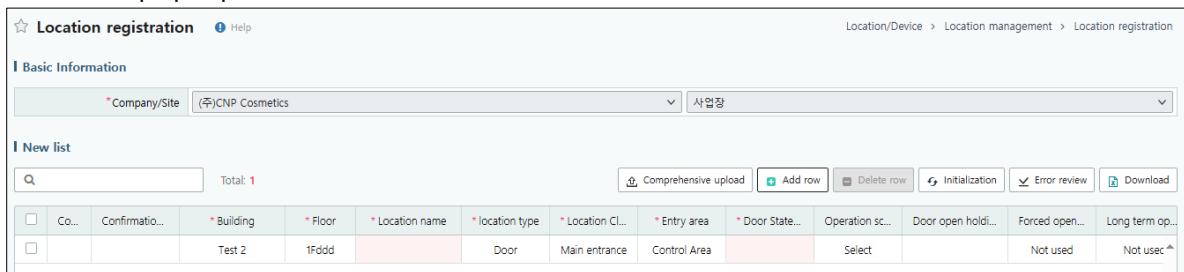
Figure 10-8. Installation Location List Screen108

- ① Click the **New** button on the installation location list screen.

	Co...	Confirmatio...	* Building	* Floor	* Location name	* location type	* Location Cl...	* Entry area	* Door State...	Operation sc...	Door open holdi...	Forced open...	Long term op...
<input type="checkbox"/>													

Figure 10-9. Installation Location Registration Screen109

- ② Enter the common information of the installation location in the basic information.
- ③ Click the  button at the top of the new list to add a new list.
- ④ If you select the registration method in the basic information as grid, a line will be added to the new list and you will enter the content directly.
- ⑤ If you select the registration method as a pop-up, enter the contents in the installation location pop-up and click the  button.



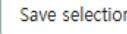
Co...	Confirmatio...	*Building	*Floor	*Location name	*location type	*Location Cl...	*Entry area	*Door State...	Operation sc...	Door open hold...	Forced open...	Long term op...
		Test 2	1Fddd		Door	Main entrance	Control Area		Select		Not used	Not usec

Figure 10-10. Registering the installation location1010

- ⑥ To batch register as an Excel file, click the Batch Upload button at the top of the list.



Figure 10-11. Register installation location (file upload pop-up)1011

- ⑦ Click the Download Form button in the Upload File pop-up to download a sample file to upload.
- ⑧ Fill in the sample file with the contents of the new list.
- ⑨ Click the Browse button in the Upload File pop-up, load the sample file you saved, and click OK.
- ⑩ Click the Review Errors button at the top of the new list to check the errors in the new list you entered. The error is displayed in the confirmation and confirmation details.
- ⑪ Click the  or  button.
- ⑫ Saved data is displayed as saved, and data with errors are displayed as OK, and the reason is displayed in the confirmation details. 

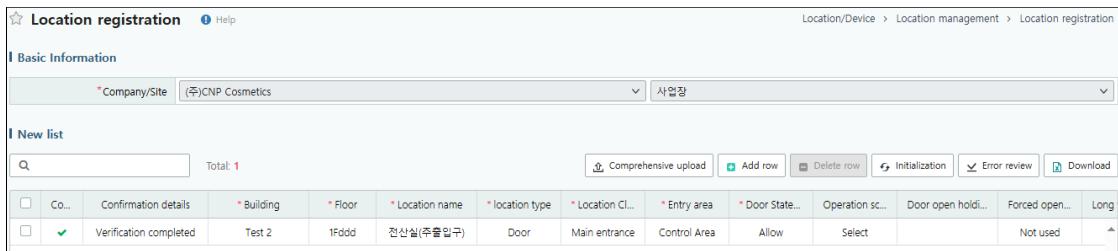


Figure 10-12. Installation location registration completed1012

10.1.5 Delete installation location

Location list									
Company/Site		Total	Total	location type	Total	Building/Floor	Total	Total	
Location name When the multiple inputs are being done, they can									
<input type="button" value="Location designation"/> <input type="button" value="Search"/> <input type="button" value="Detailed search"/>									
Total: 1,237	10	/ page	<input type="button" value=""/>	<input type="button" value="Door control"/> <input type="button" value="Download"/>					
□	Location ID	Company/Site	Building/Floor	Location name	location type	Location Classification	Entry area	Operation schedule	Door operation status
□	48	SNI Corporation 트원	트원동관 B2	전산실(주출입구)	Door	Control I issuance	Control Area		Not supported
□	49	SNI Corporation 트원	트원동관 6F	지하1층상황실	Door	General	Main Entrance		Not supported
□	129	LG CNS 가산IDC	가산IDC B1F	IDC일반 E/L	Door	Restriction II	Control Area	동근_스케줄2	
□	131	LG CNS 가산IDC	가산IDC 1F	스피드게이트-CNS	Door	Restriction II	Control Area		
□	133	SNI Corporation 가산IDC	가산IDC 1F	방재실-출입	Door	Control I issuance	Control Area		Not supported
□	135	LG CNS 가산IDC	가산IDC 1F	주차장을입구	Door	Restriction II	Control Area		
□	142	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터좌측	Door	Restriction II	Control Area		
□	143	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측	Door	Restriction II	Control Area		
□	144	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측(후면)	Door	Restriction II	Control Area		
□	145	LG CNS 가산IDC	가산IDC 2F	IDC일반 E/L(우)	Door	Restriction II	Control Area		

Figure 10-13. Installation Location List Screen1013

- ① You can enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of installation locations that meet the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ Select the installation location to delete from the searched list and click the button.
- ④ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.
- ⑤ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.

Location list									Location/Device > Location management > Location list		
Company/Site	Total	Total	location type	Total	Building/Floor	Total	Total	Total			
Location name	When the multiple inputs are being done, they can	Location designation	<input type="button" value="Search"/>	<input type="button" value="Detailed search"/>							
I Location list											
<input type="checkbox"/>	Location ID	Company/Site	Building/Floor	Location name	location type	Location Classification	Entry area	Operation schedule	Door operation status		
<input type="checkbox"/>	48	SNI Corporation 트원	트원동관 B2	전산실(주출입구)	Door	Control I issuance	Control Area		Not supported		
<input type="checkbox"/>	49	SNI Corporation 트원	트원동관 6F	지하1층상황실	Door	General	Main Entrance		Not supported		
<input checked="" type="checkbox"/>	129	LG CNS 가산IDC	가산IDC B1F	IDC일반E/L	Door	Restriction II	Control Area	동근_스케줄2			
<input type="checkbox"/>	131	LG CNS 가산IDC	가산IDC 1F	스피드게이트-CNS	Door	Restriction II	Control Area				
<input type="checkbox"/>	133	SNI Corporation 가산IDC	가산IDC 1F	방재실-출입	Door	Control I issuance	Control Area		Not supported		
<input type="checkbox"/>	135	LG CNS 가산IDC	가산IDC 1F	주차장출입구	Door	Restriction II	Control Area				
<input type="checkbox"/>	142	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터작동	Door	Restriction II	Control Area				
<input type="checkbox"/>	143	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측	Door	Restriction II	Control Area				
<input type="checkbox"/>	144	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측(후면)	Door	Restriction II	Control Area				
<input type="checkbox"/>	145	LG CNS 가산IDC	가산IDC 2F	IDC일반 E/L(우)	Door	Restriction II	Control Area				

Figure 10-14. Select Delete Installation Location1014

- ⑥ If you press the button and select the list of installation locations to delete, you can view the detailed information on the right.

Location list									Location/Device > Location management > Location list		
Company/Site	Total	Total	location type	Total	Building/Floor	Total	Total	Total			
Location name	When the multiple inputs are being done, they can	Location designation	<input type="button" value="Search"/>	<input type="button" value="Detailed search"/>							
I Location list											
<input type="checkbox"/>	Building/Floor	Location name									
	트원동관 B2	전산실(주출입구)									
	트원동관 6F	지하1층상황실									
<input checked="" type="checkbox"/>	가산IDC B1F	IDC일반E/L									
	가산IDC 1F	스피드게이트-CNS									
	가산IDC 1F	방재실-출입									
	가산IDC 1F	주차장출입구									
	가산IDC 2F	중앙엘리베이터작동									
	가산IDC 2F	중앙엘리베이터우측									
	가산IDC 2F	중앙엘리베이터우측(후면)									
	가산IDC 2F	IDC일반 E/L(우)									

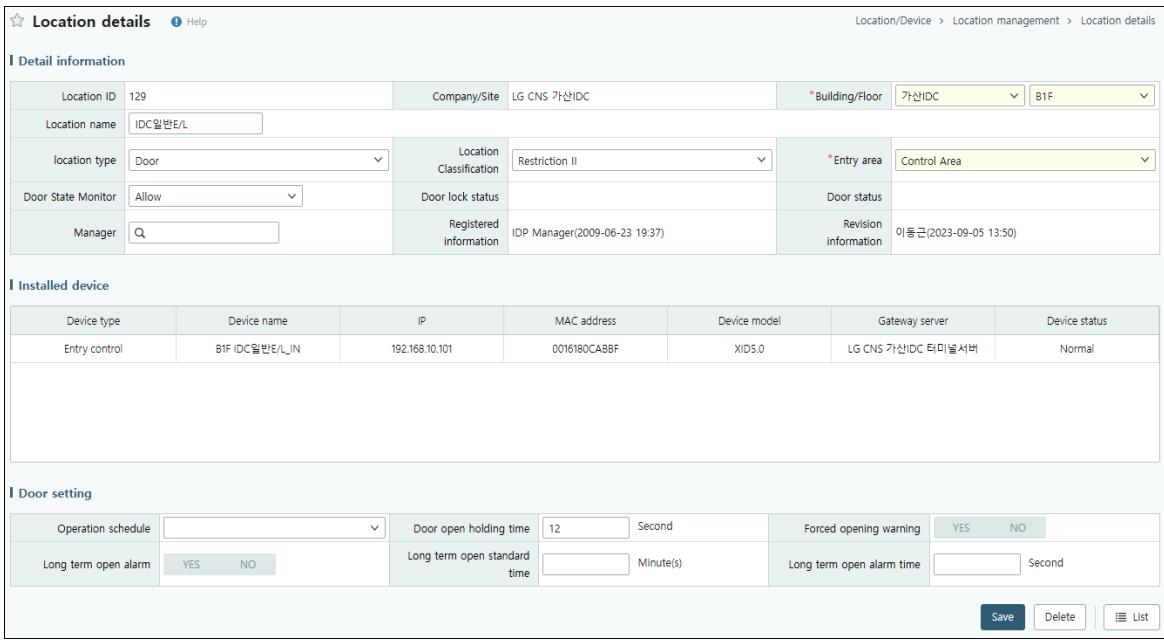
I Detail information											
Location ID	129	Company/Site	LG CNS 가산IDC	Location name	IDC일반E/L	Building/Floor	가산IDC	B1F	location type	Door	
Location Classification						Door State Monitor	Allow		Entry area	Control Area	
Door lock status						Door lock status			Door status		
Registered date	IDP Manager(2009-06-23 19:37)					Registered date	IDP Manager(2009-06-23 19:37)	Date of revision	Date of revision	이동근(2023-09-05 13:50)	

I Installed device											
Device name		IP		MAC address		Device model					
B1F IDC일반E/L_IN		192.168.10.101		0016180CABBF		XID5.0					

Figure 10-15. Installation location detail screen1015

- ⑦ Click the button.
 ⑧ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.

- ⑨ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.
- ⑩ Click the  button and select a list of installation locations to proceed to the installation location detail page.



The screenshot shows the 'Location details' screen with the following sections:

- I Detail information:**

Location ID	129	Company/Site	LG CNS 가산IDC	*Building/Floor	가산IDC	B1F
Location name	IDC일반E/L	Location Classification	Restriction II	*Entry area	Control Area	
location type	Door	Door lock status		Door status		
Door State Monitor	Allow	Registered information	IDP Manager(2009-06-23 19:37)	Revision information	이동근(2023-09-05 13:50)	
Manager	<input type="text"/>					
- I Installed device:**

Device type	Device name	IP	MAC address	Device model	Gateway server	Device status
Entry control	B1F IDC일반E/L_IN	192.168.10.101	0016180CABBF	XID5.0	LG CNS 가산IDC 팀마일서버	Normal
- I Door setting:**

Operation schedule	<input type="text"/>	Door open holding time	<input type="text"/> 12 Second	Forced opening warning	YES	NO
Long term open alarm	YES NO	Long term open standard time	<input type="text"/> Minute(s)	Long term open alarm time	<input type="text"/> Second	

Buttons at the bottom right: Save, Delete, List.

Figure 10-16. Installation location detail screen10-16

- ⑪ Click the  button.
- ⑫ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.
- ⑬ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.

10.1.6 Transmit door control command

The screenshot shows a web-based application interface for managing installation locations. At the top, there are filters for Company/Site, location type, and Building/Floor, along with a search bar and a detailed search dropdown. Below the header is a table titled 'Location list' with columns for Location ID, Company/Site, Building/Floor, Location name, location type, Location Classification, Entry area, Operation schedule, and Door operation status. The table contains 145 rows of data. On the right side of the table, there are buttons for 'Door control' and 'Download'. At the bottom of the table, there is a navigation bar with page numbers and links for 'New', 'Comprehensive Setup', and 'Delete'.

Location list									
Company/Site		Total	Total	location type	Total	Building/Floor	Total	Total	
Location name		When the multiple inputs are being done, they can		Location designation		<input type="button" value="Search"/>	<input type="button" value="Detailed search"/>	<input type="button" value=""/>	
I Location list									
	Location ID	Company/Site	Building/Floor	Location name	location type	Location Classification	Entry area	Operation schedule	Door operation status
<input type="checkbox"/>	48	SNI Corporation 트원	트원동관 B2	전산실(주출입구)	Door	Control I issuance	Control Area		Not supported
<input type="checkbox"/>	49	SNI Corporation 트원	트원동관 6F	지하1층상황실	Door	General	Main Entrance		Not supported
<input type="checkbox"/>	129	LG CNS 가산IDC	가산IDC B1F	IDC일반E/L	Door	Restriction II	Control Area	동근_스케줄2	
<input type="checkbox"/>	131	LG CNS 가산IDC	가산IDC 1F	스피드게이트-CNS	Door	Restriction II	Control Area		
<input type="checkbox"/>	133	SNI Corporation 가산IDC	가산IDC 1F	방재실-출입	Door	Control I issuance	Control Area		Not supported
<input type="checkbox"/>	135	LG CNS 가산IDC	가산IDC 1F	주차장출입구	Door	Restriction II	Control Area		
<input type="checkbox"/>	142	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터작동	Door	Restriction II	Control Area		
<input type="checkbox"/>	143	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측	Door	Restriction II	Control Area		
<input type="checkbox"/>	144	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측(후면)	Door	Restriction II	Control Area		
<input type="checkbox"/>	145	LG CNS 가산IDC	가산IDC 2F	IDC일반 E/L(우)	Door	Restriction II	Control Area		

Figure 10-17. Installation Location List Screen1017

- ① You can enter it in the search condition input box located at the top of the screen, and press the search button on the right to view the list of installation locations that meet the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ Select the installation location for which you want to give the door control command from the searched list and click the button.

The screenshot shows the same web-based application interface as Figure 10-17. In this version, the row for Location ID 48 has been highlighted with a green background. The rest of the table and its components (filters, search, detailed search, door control, download, etc.) are identical to the previous figure.

Location list									
Company/Site		Total	Total	location type	Total	Building/Floor	Total	Total	
Location name		When the multiple inputs are being done, they can		Location designation		<input type="button" value="Search"/>	<input type="button" value="Detailed search"/>	<input type="button" value=""/>	
I Location list									
	Location ID	Company/Site	Building/Floor	Location name	location type	Location Classification	Entry area	Operation schedule	Door operation status
<input checked="" type="checkbox"/>	48	SNI Corporation 트원	트원동관 B2	전산실(주출입구)	Door	Control I issuance	Control Area		Not supported
<input type="checkbox"/>	49	SNI Corporation 트원	트원동관 6F	지하1층상황실	Door	General	Main Entrance		Not supported
<input type="checkbox"/>	129	LG CNS 가산IDC	가산IDC B1F	IDC일반E/L	Door	Restriction II	Control Area	동근_스케줄2	
<input type="checkbox"/>	131	LG CNS 가산IDC	가산IDC 1F	스피드게이트-CNS	Door	Restriction II	Control Area		
<input type="checkbox"/>	133	SNI Corporation 가산IDC	가산IDC 1F	방재실-출입	Door	Control I issuance	Control Area		Not supported
<input type="checkbox"/>	135	LG CNS 가산IDC	가산IDC 1F	주차장출입구	Door	Restriction II	Control Area		
<input type="checkbox"/>	142	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터작동	Door	Restriction II	Control Area		
<input type="checkbox"/>	143	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측	Door	Restriction II	Control Area		
<input type="checkbox"/>	144	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측(후면)	Door	Restriction II	Control Area		
<input type="checkbox"/>	145	LG CNS 가산IDC	가산IDC 2F	IDC일반 E/L(우)	Door	Restriction II	Control Area		

Figure 10-18. Selecting an installation location to issue an entrance door control

command1018

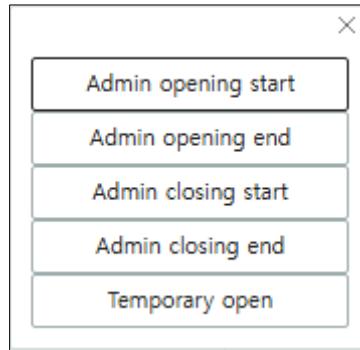


Figure 10-19. Door Control Command Screen1019

- ④ On the Door Control Command screen, click the button corresponding to the desired command and click the button. ✕
- ⑤ The transfer result in the list of installation locations is changed to success or failure in the queue.

Location list									
	Location ID	Company/Site	Building/Floor	Location name	location type	Location Classification	Entry area	Operation schedule	Door operation status
<input checked="" type="checkbox"/>	48	SNI Corporation 트원	트원동관 B2	전산실(주출입구)	Door	Control I issuance	Control Area		Not supported
<input type="checkbox"/>	49	SNI Corporation 트원	트원동관 6F	자하이증상활실	Door	General	Main Entrance		Not supported
<input type="checkbox"/>	129	LG CNS 가산IDC	가산IDC 81F	IDC일반도어	Door	Restriction II	Control Area	등근_스케줄2	
<input type="checkbox"/>	131	LG CNS 가산IDC	가산IDC 1F	스피드게이트-CNS	Door	Restriction II	Control Area		
<input type="checkbox"/>	133	SNI Corporation 가산IDC	가산IDC 1F	방제실/출입	Door	Control I issuance	Control Area		Not supported
<input type="checkbox"/>	135	LG CNS 가산IDC	가산IDC 1F	주차장을입구	Door	Restriction II	Control Area		
<input type="checkbox"/>	142	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터좌측	Door	Restriction II	Control Area		
<input type="checkbox"/>	143	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측	Door	Restriction II	Control Area		
<input type="checkbox"/>	144	LG CNS 가산IDC	가산IDC 2F	중앙엘리베이터우측(후면)	Door	Restriction II	Control Area		
<input type="checkbox"/>	145	LG CNS 가산IDC	가산IDC 2F	IDC일반 E/N(우)	Door	Restriction II	Control Area		

Figure 10-20. Door Control Command Transmission Result Screen1020

10.2 Door Operation Schedule Management

10.2.1 Basic screen configuration

You can manage the operation schedule of the entrance door and modify, register, and delete it.

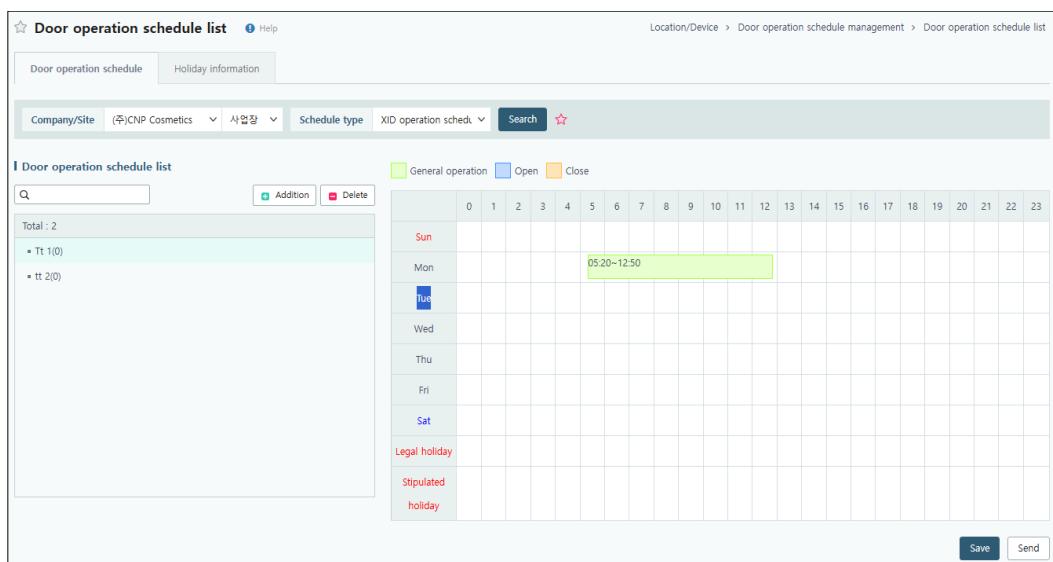


Figure 10-21. Basic screen of door operation schedule management1021

- ① Enter the Location/Device > Door Operation Schedule Management menu.

10.2.2 View the operating schedule of the entrance gate

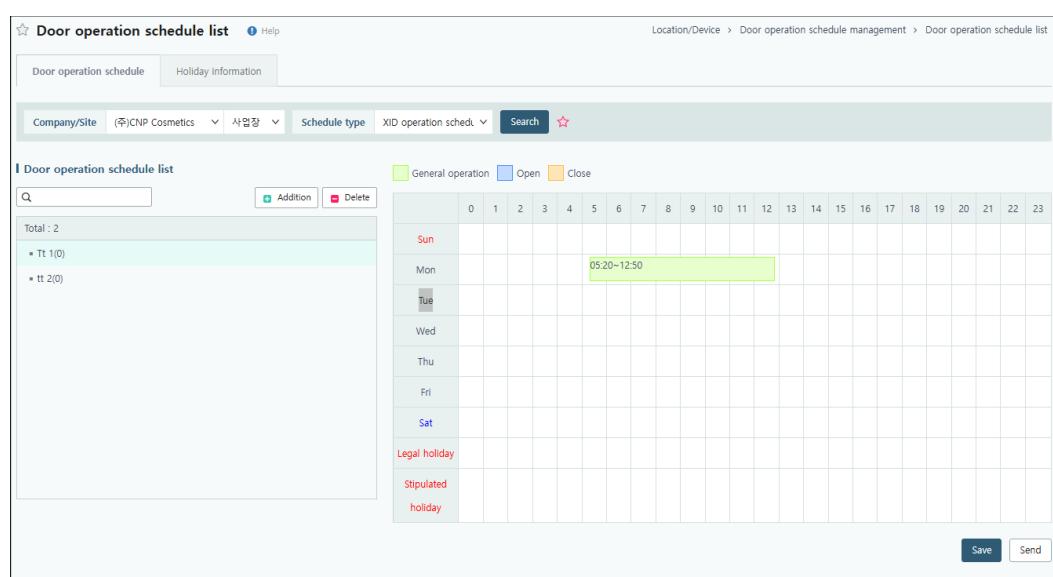


Figure 10-22. View List of Door Operation Schedules1022

- ① Enter the company, site, and schedule type in the search condition input box located at the top of the screen, and click the [Search] button on the right to view the list of door operation schedules that meet the conditions.
- ② If you select a list of operation schedules for one door, you can view detailed schedule information on the right.

10.2.3 Modify the operating schedule of the entrance gate

- ① Enter the company, site, and schedule type in the search condition input box located at the top of the screen and click the [Search] button on the right to view the list of door operation schedules that meet the conditions.
- ② If you select a list of operation schedules for one door, you can view detailed schedule information on the right.

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Sun																								
Mon															05:20-12:50									
Tue																								
Wed																								
Thu																								
Fri																								
Sat																								
Legal holiday																								
Stipulated holiday																								

Figure 10-23. Inquiry of the operation schedule of the entrance gate1023

- ③ Click and drag the detailed schedule area on the right side to see a pop-up where you can add a schedule.

The screenshot shows a software interface for managing door operation schedules. At the top, there's a header bar with tabs for 'Door operation schedule' and 'Holiday information'. Below the header is a toolbar with dropdowns for 'Company/Site' (set to '(주)CNP Cosmetics'), 'Schedule type' (set to 'XID operation sched.'), and search fields. A legend indicates colors for 'General operation' (green), 'Open' (blue), and 'Close' (yellow). The main area is a grid where rows represent days of the week and columns represent hours from 0 to 23. Some cells are highlighted in green, blue, or yellow, corresponding to the legend. On the left, a sidebar shows a search bar, a total count of 2 operations, and two entries: 'Tt 1(0)' and 'tt 2(0)'. At the bottom right are 'Save' and 'Send' buttons.

Figure 10-24. Detailed Schedule Area Selection1024

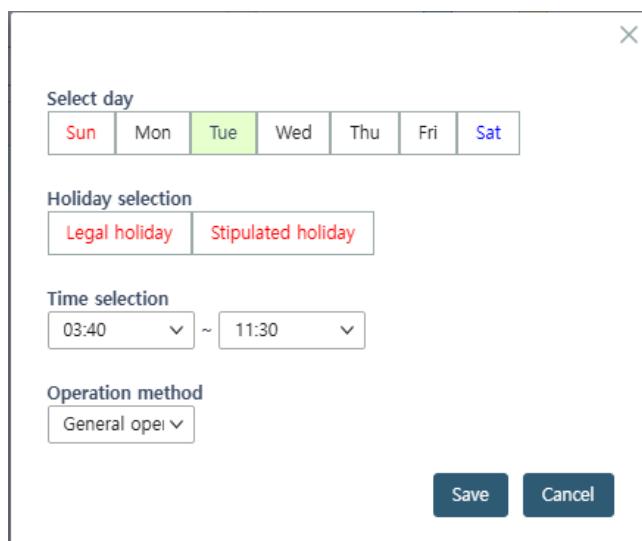


Figure 10-25. Detailed schedule setting pop-up1025

- ④ If you enter the details in the detailed schedule settings pop-up and click the **Save** button, the selected area will be changed to the set operation method color.

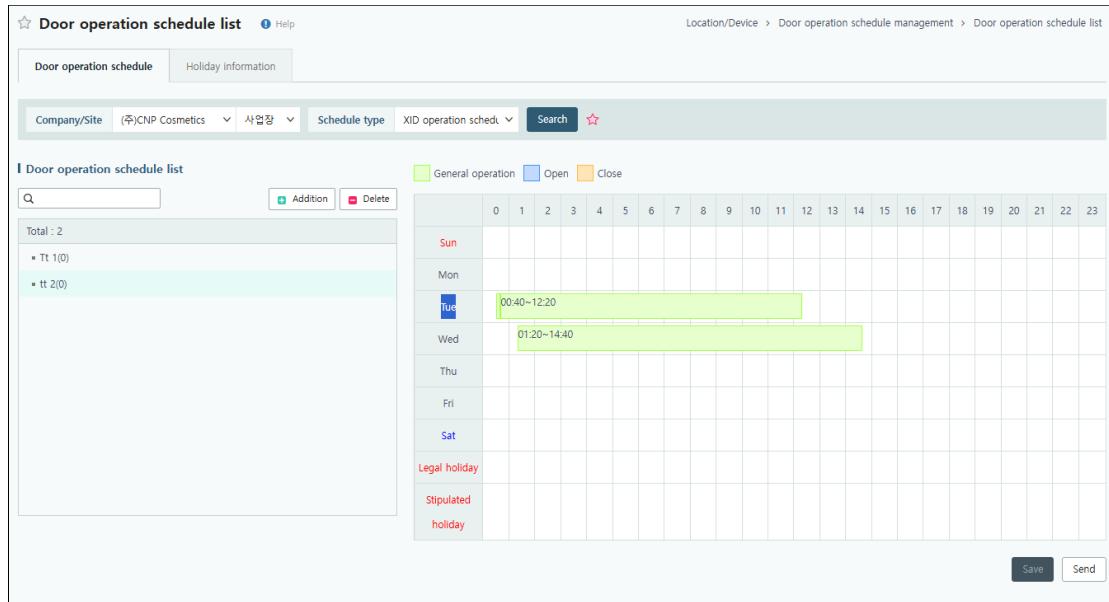


Figure 10-26. Detailed Schedule Add Screen1026

- ⑤ If you click on the existing detailed schedule, the detailed schedule detailed setting pop-up will appear.

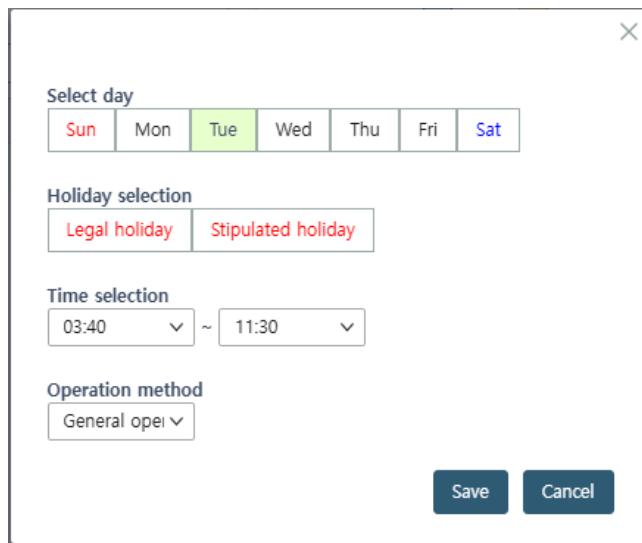


Figure 10-27. Detailed schedule settings pop-up1027

- ⑥ If you change the content in the detailed schedule settings pop-up and click the **Save** button, the detailed schedule area you clicked will be changed and displayed.

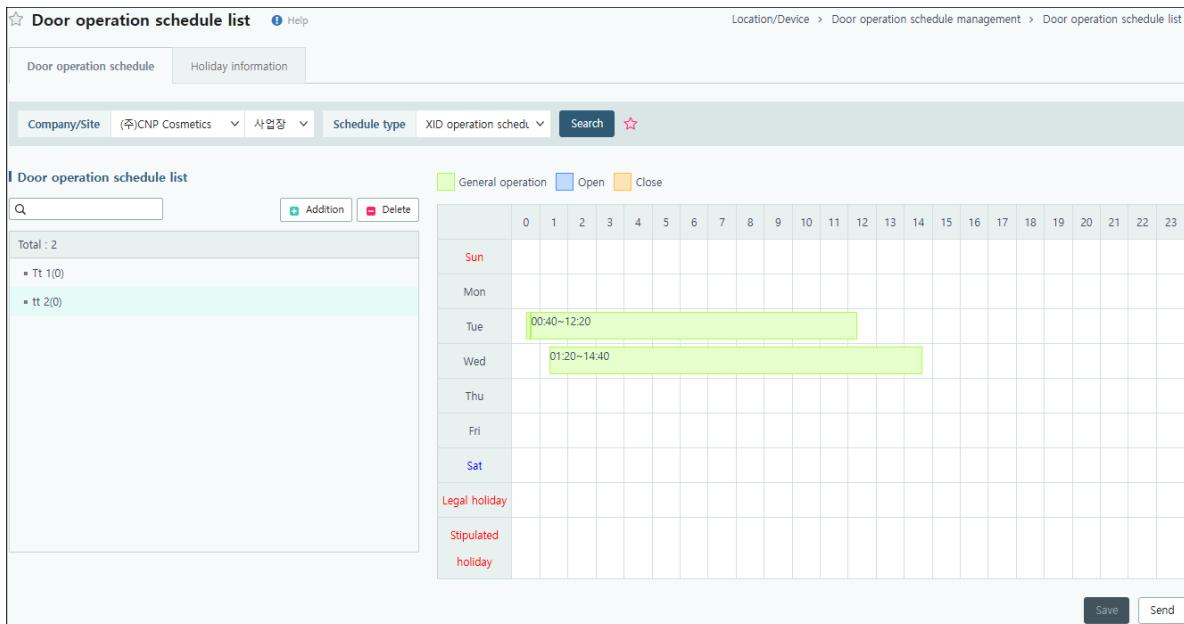


Figure 10-28. Detailed Schedule Change Screen1028

- ⑦ Click the detailed schedule you want to delete.

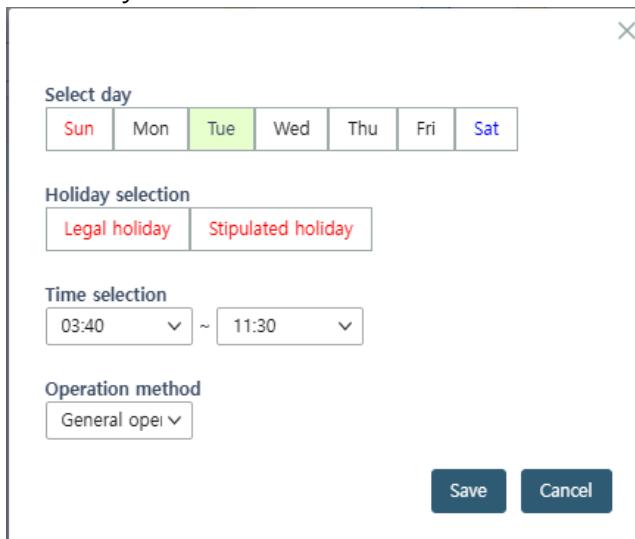


Figure 10-29. Detailed Schedule Settings Pop-up1029

- ⑧ If you click the button, the detailed schedule will be deleted.
 ⑨ Click the button at the bottom.
 ⑩ If the save is successful, a 'Save successful' message pops up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

10.2.4 Register the door operation schedule

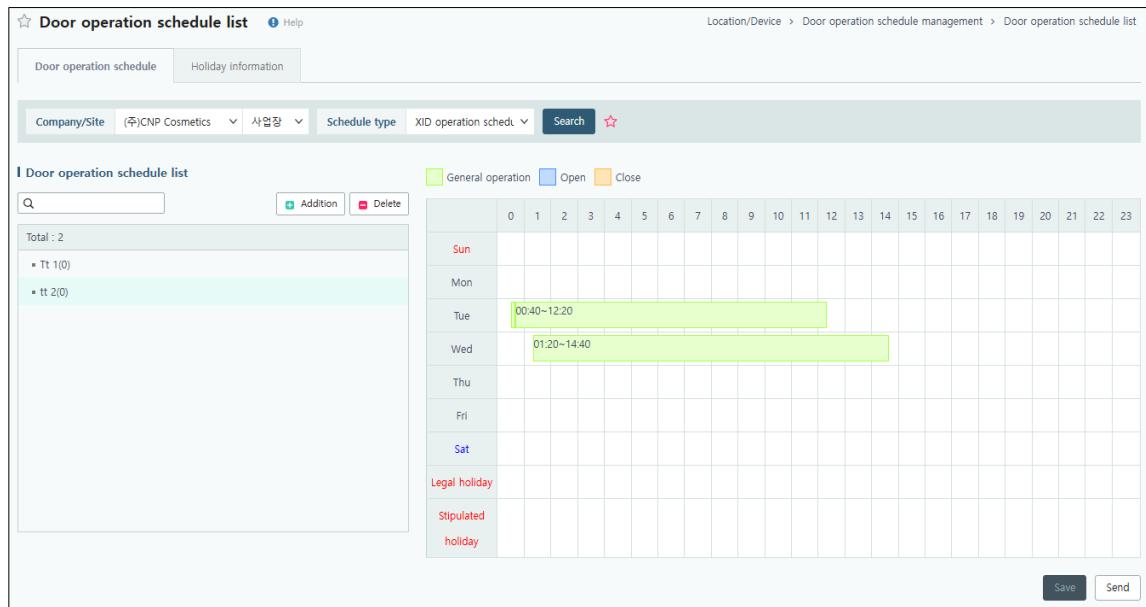


Figure 10-30. List of Entrance Doors Operation Schedule1030

- ① Click the button on the main screen of the door operation schedule.

The dialog box is titled 'Operation schedule registration'. It contains four input fields with validation asterisks (*):

* Company	(주)CNP Cosmetics
* Site	사업장
* Schedule type	XID operation schedule
* Schedule name	New schedule

At the bottom right are 'Save' and 'Close' buttons.

Figure 10-31. Operation Schedule Registration Screen1031

- ② Enter the input information on the operation schedule registration screen and click the button.

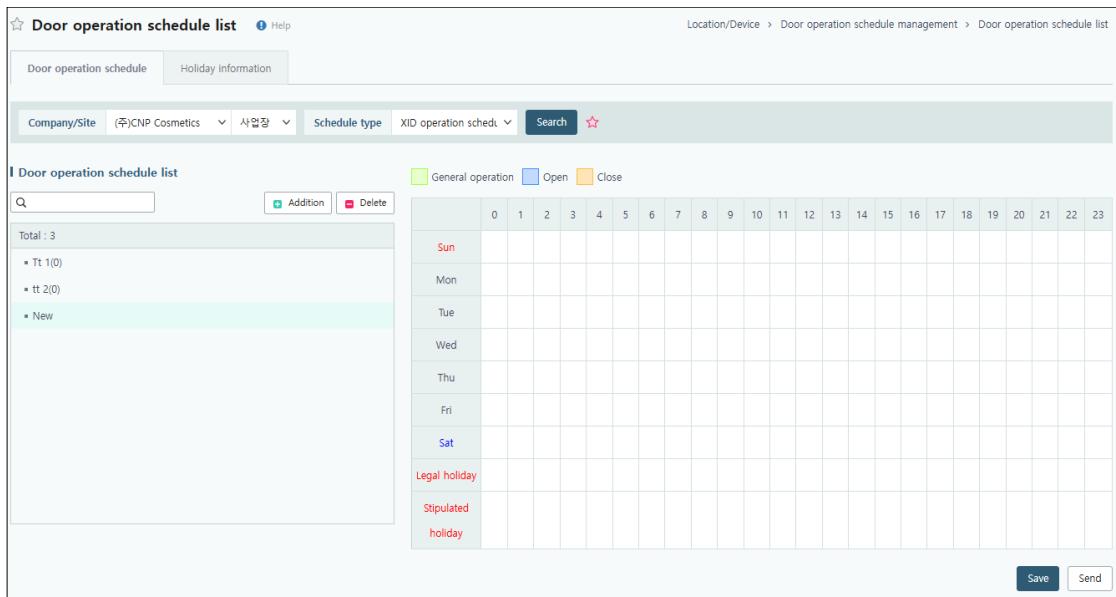


Figure 10-32. New screen for door operation schedule management1032

- ③ Click on the added operation schedule, click with the mouse in the detailed schedule area on the right, and drag to see a pop-up that allows you to add a schedule.

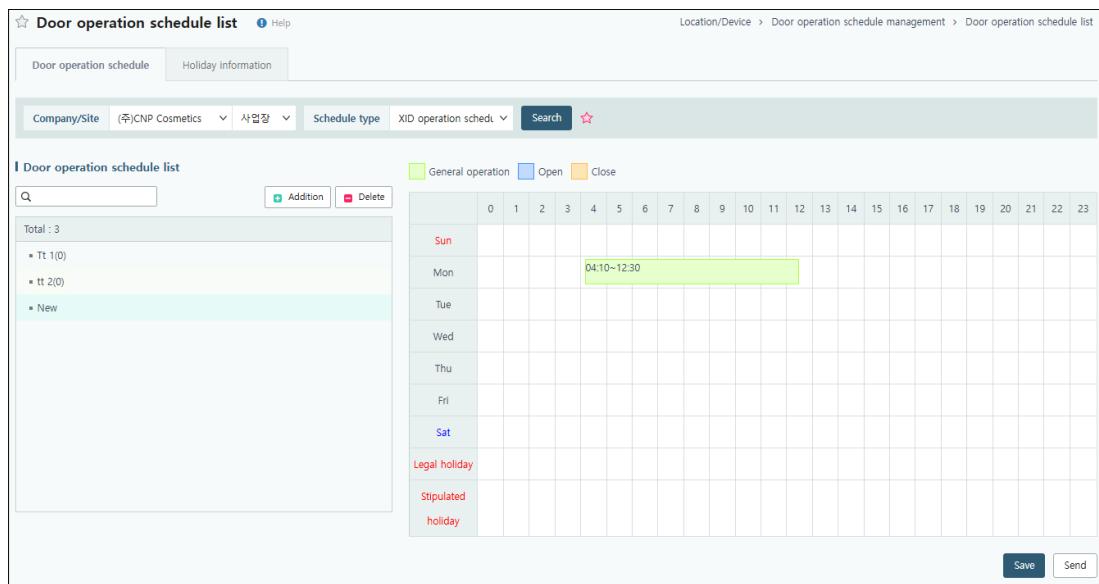


Figure 10-33. Detailed Schedule Area Selection1033

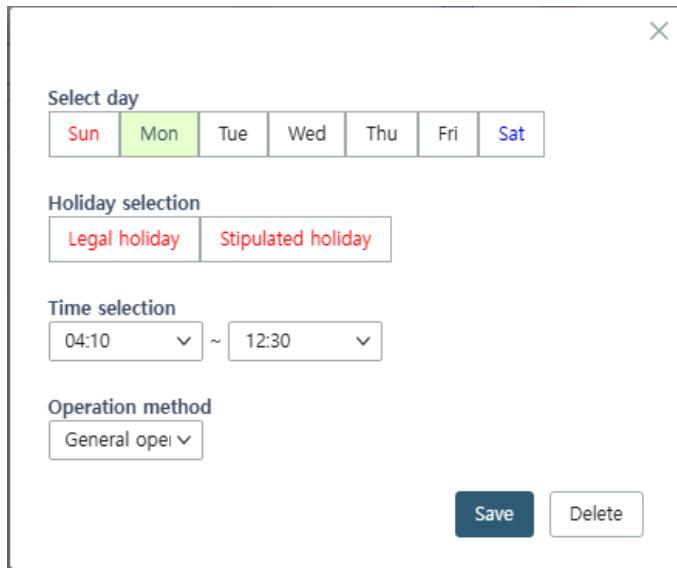


Figure 10-34. Detailed Schedule Detailed Settings Pop-up1034

- ④ If you enter the details in the detailed schedule setting pop-up and click the **Save** button, the selected area will be changed to the set operation method color.

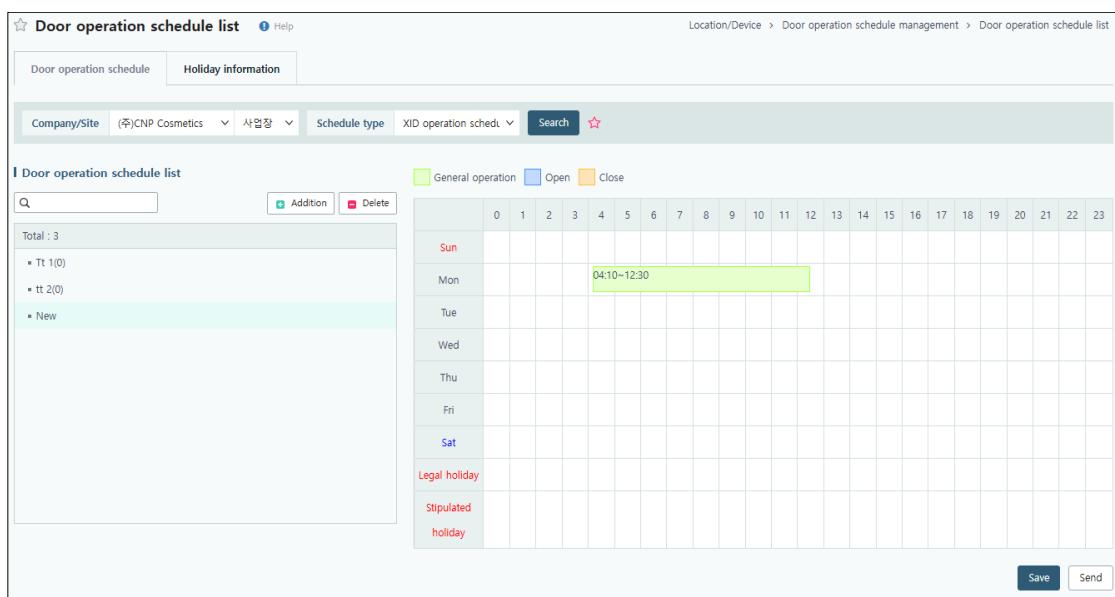


Figure 10-35. Detailed Schedule Add Screen1035

- ⑤ Click the **Save** button at the bottom.
 ⑥ If the save is successful, a 'Save successful' message pop-up will be appeared. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

10.2.5 Delete the entrance operation schedule

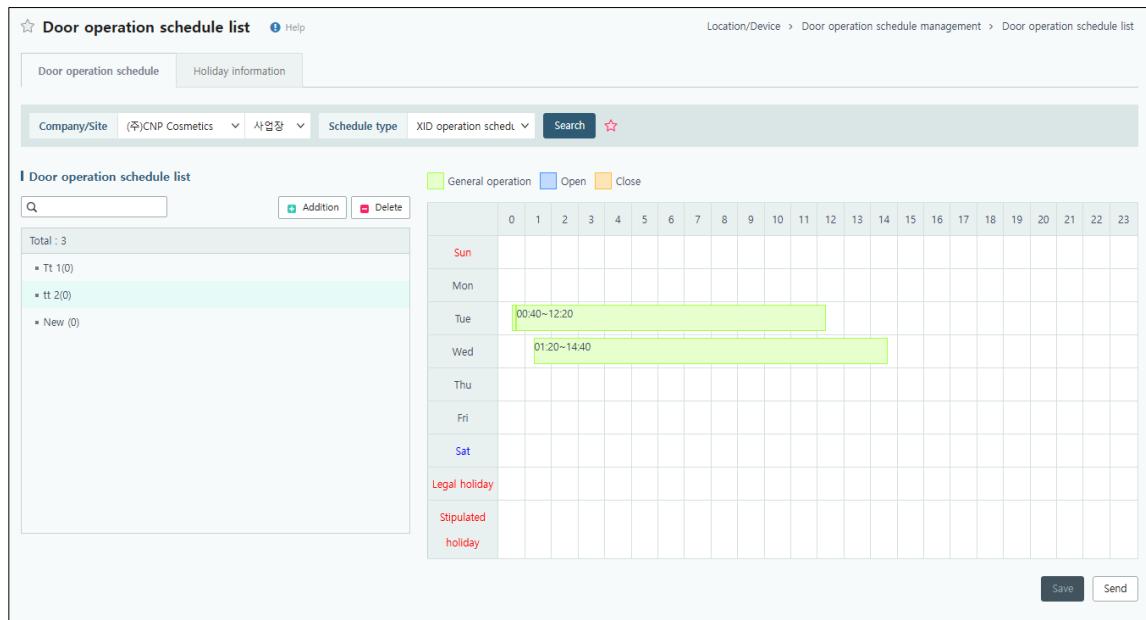


Figure 10-36. Door Operation Schedule List Screen1036

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of door operation schedules that meet the conditions.
- ② Select the door operation schedule to delete from the searched list and click the **Delete** button.
- ③ Click the **Save** button at the bottom.
- ④ If the save is successful, a 'Save successful' message pop-up will be appeared. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

10.3 Door Status Monitoring

10.3.1 Basic screen configuration

SecuXper IDP+ provides real-time monitoring of the status of your doors. If you leave the monitoring status start, you can check the door status event log immediately on the monitoring screen without having to view it separately.

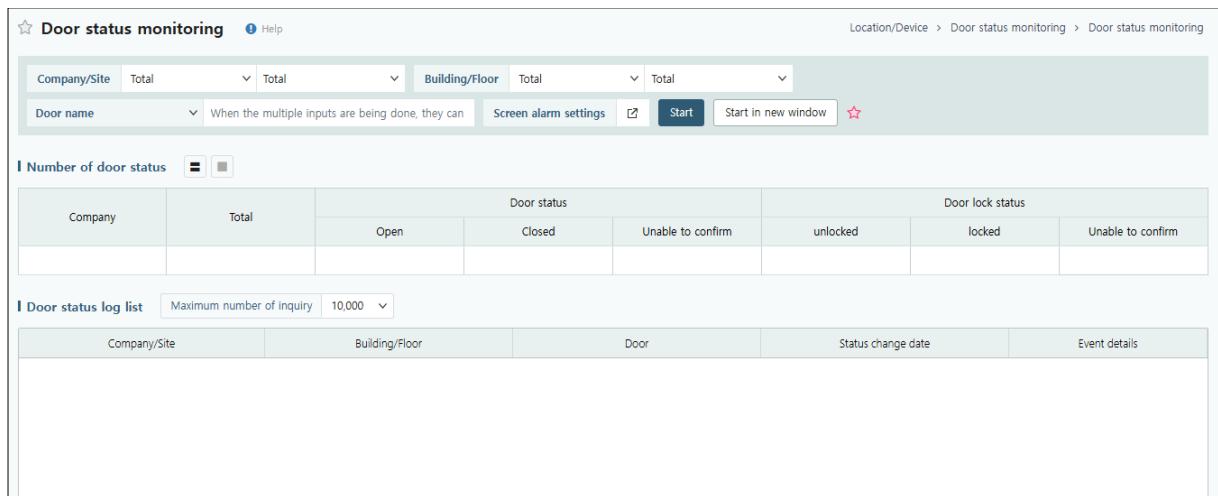


Figure 10-37. Door Status Monitoring1037

- ① Enter the Location/Device > Door Status Monitoring menu.
- ② On the door status monitoring screen, search conditions, door status number inquiry area, and door status log list inquiry area appear.

10.3.2 Setting Monitoring Conditions

You can check the real-time event log when you enter the information of the door to be monitored on the door status monitoring screen and start monitoring.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Building/Floor	- Shown according to the selected company/site, single selection
	Entrance Civilization	- Single selection of access civilization/door designation - When selecting door designation, multiple selections of specific doors are possible in the pop-up
	Screen alarm setting	- Pop-ups (see separate description)

► Specify the entrance door

When monitoring the status of the door, you can specify a specific door.

Company	Site	Total	Open	Closed	Unable to confirm	unlocked	locked	Unable to confirm
(주)LG	(주)LG 본사	32	0	0	1	0	0	0

Figure 10-38. Door condition monitoring search conditions101038

- ① In the entry civilization field, select Specify door instead of access civilization.
- ② Instead of an input box, a pop-up button is created, and you click on it.

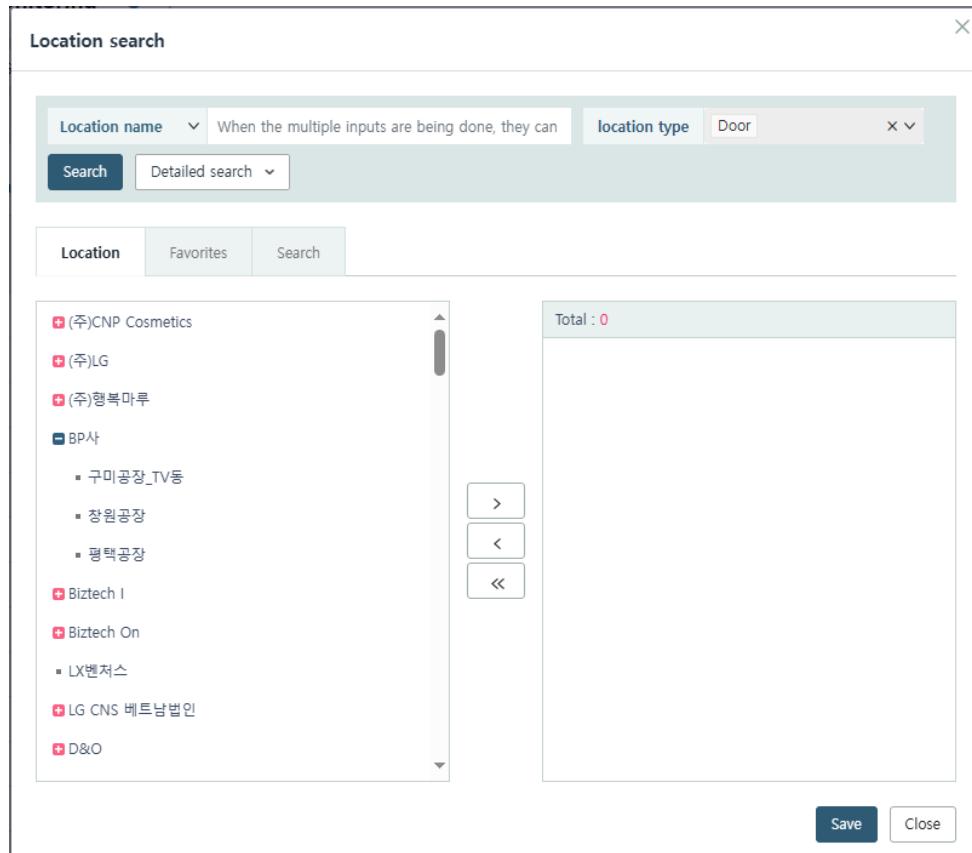


Figure 10-39. Search for installation location1039

- ③ The installation location search pop-up will query the entire door list. Find and select the door you want to add, click the button and it will be added to the list you want to add.
- ④ Also, enter the door you want to add directly into the search conditions and click the button.
- ⑤ Select the doors you want to add with Ctrl+Mouse Click, and then click the button to add them to the list on the right.
- ⑥ You can also select the entrance door from the Favorites tab.
- ⑦ Adding an entrance door to a favorite can be done in the [Location/Device>Location Management] menu.
- ⑧ When you're done selecting the doors you want to add, click the button.
- ⑨ The selected door is added to the Specify Door.

► Set an on-screen alarm

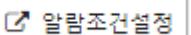
If you set an alarm for a specific event, you can set a real-time alarm to appear when the event occurs after the monitoring starts. Monitoring alerts are stored for each SecuXper

IDP+ login account, so once registered, you can continue to use them even if you log in again. The following describes how to set an on-screen alarm.

- ① Click the screen alarm setting pop-up  button among the search conditions on the door status monitoring screen.



Figure 10-40. Screen alarm setting1040

- ② Click the  button in the screen alarm settings pop-up.
③ Click the  button of the alarm condition item in the newly added row.

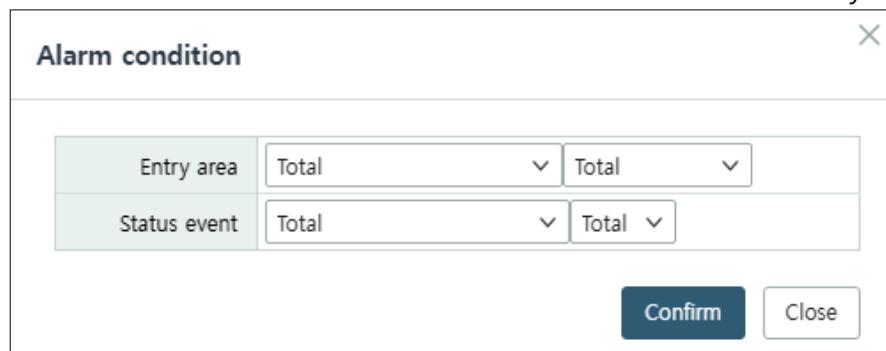


Figure 10-41. Setting Alarm Conditions1041

- ④ Select each item in the alarm condition pop-up.
⑤ Entry Area: Company, Entry Area (Office Area/Main Entrance/Control Area)
- Door Condition: Open/Closed/Uncheckable
- Door Lock Condition: Closed/Open/General
⑥ Status event: See image below. Detailed event selection for each event

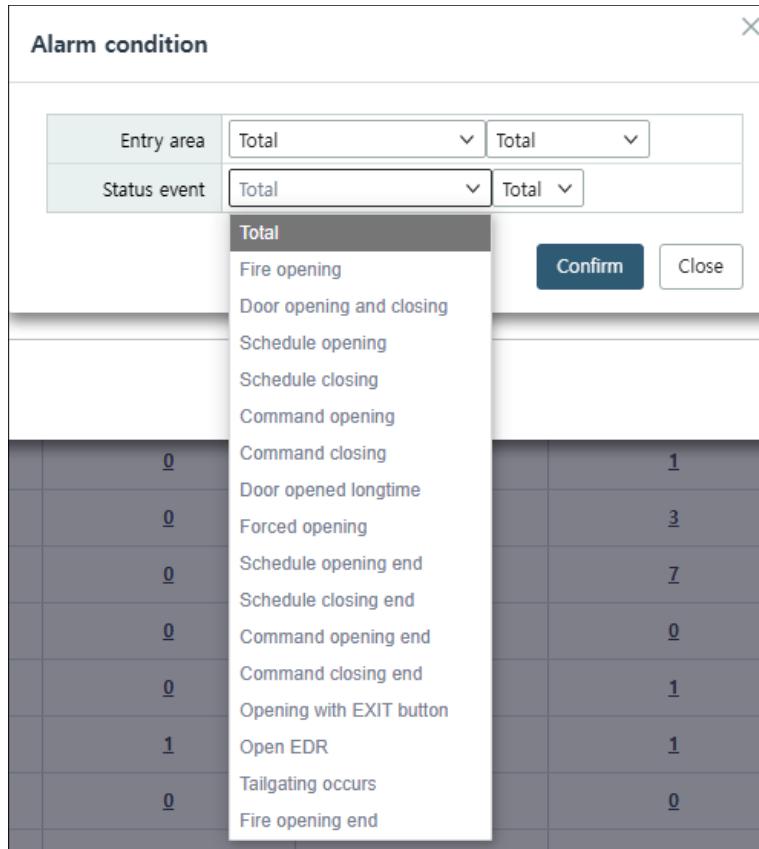


Figure 10-42. Status Event1042

- ⑦ After completing the selection, click the **Confirm** button.

Screen alarm settings						
Total: 1						
	Alarm name	Alarm condition	Pop-up	Sound	Color	Usage
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/> Alarm condition setting	5 seconds	5 seconds	Yellow	<input checked="" type="radio"/>

Save **Close**

Figure 10-43. Registering Screen Alarm Settings1043

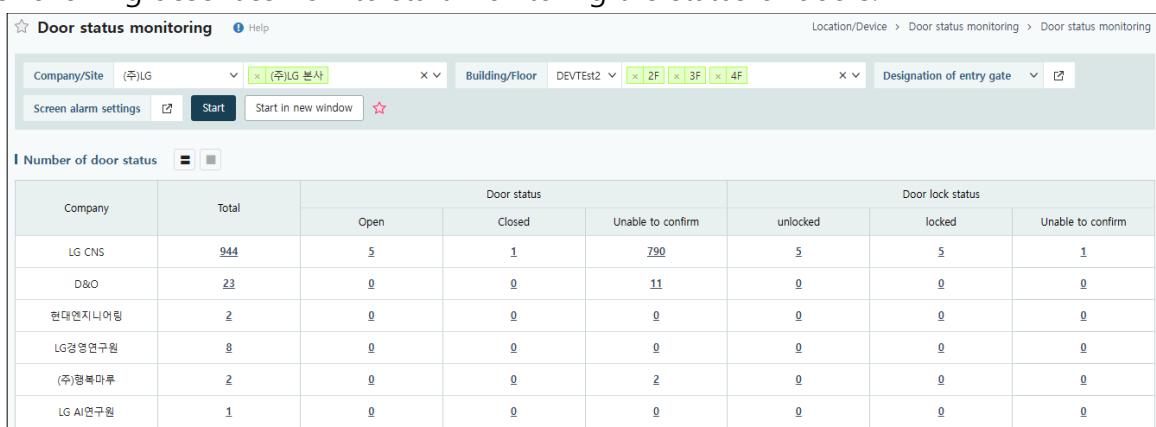
- ⑧ Enter and select other items.
- ⑨ Pop-up: Alarm pop-up duration (none/3 seconds/5 seconds/10 seconds)
 - Sound: Sound Retention Time (None/3 seconds/5 seconds/10 seconds)
 - Color: None/Red/Yellow
- ⑩ Usage: Alarm usage (OFF and reused next time)
- ⑪ After completing all the fields, click the **Save** button to complete the save.

- ⑫ If you want to edit the alarm setting information, click each item on the screen setting screen and click the Edit Contents button.
- ⑬ If you want to delete an alarm, select the row you want to delete on the screen alarm settings screen and click the  button.
- ⑭ Click the  button to complete the deletion.

10.3.3 Monitoring

▶ Start Monitoring

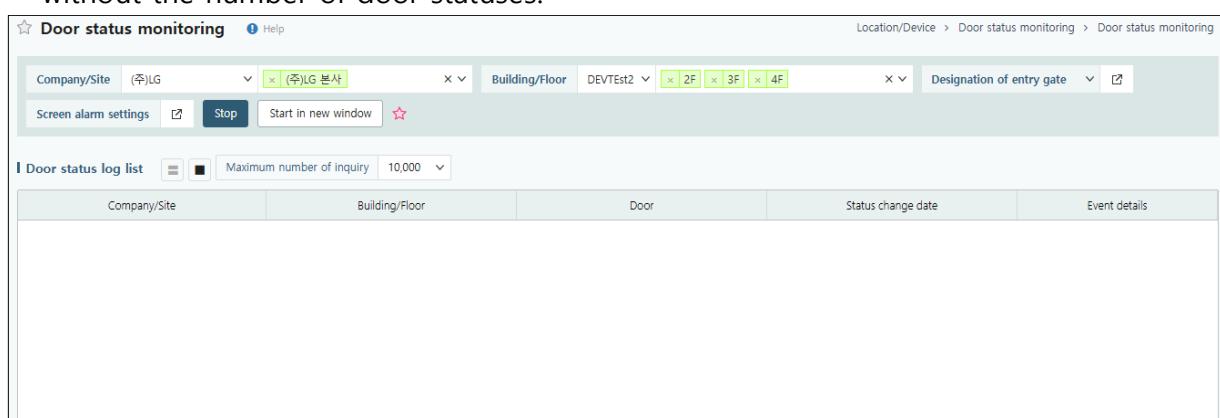
The following describes how to start monitoring the status of doors.



Company	Total	Door status			Door lock status		
		Open	Closed	Unable to confirm	unlocked	locked	Unable to confirm
LG CNS	944	5	1	790	5	1	
D&O	23	0	0	11	0	0	
현대엔지니어링	2	0	0	0	0	0	
LG경영연구원	8	0	0	0	0	0	
(주)경북마루	2	0	0	2	0	0	
LG AI연구원	1	0	0	0	0	0	

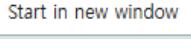
Figure 10-44. Start Monitoring1044

- ① Enter the conditions on the door status monitoring screen and click the  button.
- ② The number of doors according to each condition is loaded in the number of doors in the number of doors, and the log is loaded in real time in the door status log list area.
- ③ If you click the Change Layout  icon, you can view only the door status log list without the number of door statuses.



Company/Site	Building/Floor	Door	Status change date	Event details
Maximum number of inquiry 10,000				

Figure 10-45. Viewing the list of door status logs1045

- ④ Click the  button to monitor in a new window.

Company	Site	Building	Floor	Total	Door status			Door lock status		
					Open	Closed	Unable to confirm	unlocked	locked	Unable to confirm
(주)LG	(주)LG 본사	DEVTEst2	1F	1	0	0	0	0	0	0

Door status log list					Maximum number of inquiry	10,000
Company/Site	Building/Floor	Door	Status change date	Event details		
No data was retrieved.						

Figure 10-46. Starts in a new window1046

- ⑤ The results are the same.

► Number of doors

When monitoring starts, the system queries the number of doors that meet the specified search conditions, based on their door status and door lock status.

Company	Site	Building	Floor	Total	Door status			Door lock status		
					Open	Closed	Unable to confirm	unlocked	locked	Unable to confirm
(주)LG	(주)LG 본사	DEVTEst2	1F	1	0	0	0	0	0	0

Figure 10-47. Number of Doors1047

- ① Enter the search conditions on the door status monitoring screen and click the  button.

- ② In the area of the number of doors, the list of companies, business sites, and buildings, the total number of doors, the number of doors according to the condition of the door, and the number of doors according to the condition of the door lock are inquired.
- ③ If you click each number, the door information will be queried in the door list pop-up.

Door list

Total: 1

Company/Site	Building/Floor	Door	Status change date	Door status	Door lock status	Event details
(주)LG (주)LG 본사	DEVTest2 1F	door_dev_test		Not supported	Not supported	

« < 1 > »

Close

Figure 10-48. List of all entrances to the building1048

Door list

Total: 5

Company/Site	Building/Floor	Door	Status change date	Door status	Door lock status	Event details
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문	2025-05-19 15:32	Open	locked	
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	주연720	2025-04-05 09:42	Open	locked	
LG CNS 마곡사이언스파크	마곡_사무동(E13) 1F	동근_위치	2025-03-06 14:12	Open	locked	Success to end...
LG CNS 마곡사이언스파크	마곡_사무동(E13) 1F	E13_1F_남측_TPS	2024-06-25 15:58	Unable to conf...	locked	Success to end...
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	2023QGate출입문2	2023-07-18 17:42	Closed	locked	

« < 1 > »

Close

Figure 10-49. Door Status – Open1049

Door list

Total: 5

Company/Site	Building/Floor	Door	Status change date	Door status	Door lock status	Event details
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	720호_엘베	2025-03-19 16:47	Unable to confirm	unlocked	
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	미니출입문1	2025-01-07 16:05	Open	unlocked	
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	미니출입문2	2024-11-22 19:33	Open	unlocked	
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	미니출입문4	2024-10-09 22:09	Open	unlocked	
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	미니출입문3	2024-10-09 22:09	Open	unlocked	

« < 1 > »

Close

Figure 10-50. Door Lock Status – Open1050

► Door Status Log List

- ① Whenever an event occurs, the log is loaded in real time in the door status log list area.
- ② Not only the real-time logs but also the logs that occurred on the day are viewed together.

Door status log list
≡
☰
Maximum number of inquiry
10,000
▼

Figure 10-51. Setting the query condition1051

- ③ You can search by condition.
- ④ Maximum number of views: 1000/3000/5000/10000

► Monitoring Stop

- ① If you want to stop monitoring, click the Stop button.

10.4 Door Status Log Search

10.4.1 Basic screen configuration

You can view the past door status log in the Door Status Log menu. The basic screen configuration is as follows.

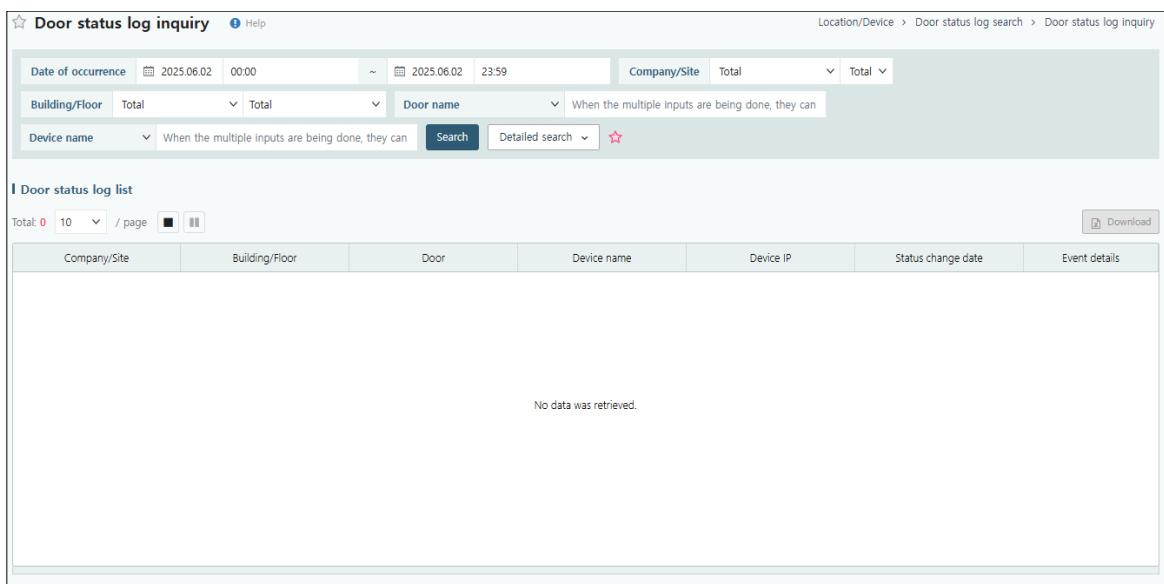


Figure 10-52. Door Status Log Search Screen1052

- ① Location/Device > Enter the Door Status Log menu.
- ② The door status log search screen has a search condition area, an access status log list area, and a log details area.

10.4.2 Door Status Log Inquiry

► Door Status Log Inquiry

Company/Site	Building/Floor	Door	Device name	Device IP	Status change date	Event details
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-05-19 15:32	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-05-19 15:29	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-05-16 12:06	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-05-16 11:59	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-04-29 14:43	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-04-29 14:23	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-04-29 13:46	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-04-29 13:43	Door opened longtime
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-04-29 10:55	Release of door open...
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (in)	백종환5.0	192.168.1.170	2025-04-29 10:14	Door opened longtime

Figure 10-53. Door Status Log Search1053

Basic search criteria	Date of occurrence	- From Date, Time / To Enter Date, Time
	Company/Site	- Single selection of company and site
	Building/Floor	- It is shown according to the selected company/site, and multiple choices are possible
	Door name	- Enter after selecting a single entry name/door designation - When selecting an entrance door, multiple selections of specific doors can be made from the pop-up
	Device Name	- Select and enter a single selection from equipment name/equipment IP/equipment ID/equipment designation - When selecting equipment designation, multiple selections of specific equipment are possible in the pop-up
Detailed Conditions	Connection Server	- It is shown according to the selected company/site, and multiple choices are possible
	Product type/Device Model	- XID/UNION/IRISID/Senselink/Multifunction Device/Camera/Beacon Multi-selectable - Device model is displayed according to the selected product line, and multiple selections are possible
	Event Details	- See 'Figure 11-6 Status Events' List

	Entry Directions	- IN/OUT/N/A Multiple Selectable
	Time of occurrence	- Multiple selection of occurrence time zones possible
	Day of occurrence	- Multiple days of occurrence
	Entry area	- Multiple selection of office area/main entrance/control area

- ① After entering the search criteria, click the **Search** button.
 - The date and time of occurrence cannot exceed a maximum of 100 days.
- ② Search for installation location, door status, connected equipment information, event occurrence information, etc.

The screenshot shows a web-based application for searching door status logs. At the top, there are search filters for Date of occurrence (2025.04.03 to 2025.06.02), Company/Site (Total), and various other parameters like Building/Floor, Door name, Device name, Connection server, Product type/Device model, Entry direction, Time of occurrence, Day of occurrence, and Entry area. Below the filters is a table titled 'Door status log list' showing 46 entries. The first few entries are:

Door	Status change date
벽종환출입문 (In)	2025-05-19 15:32
벽종환출입문 (In)	2025-05-19 15:29
벽종환출입문 (In)	2025-05-16 12:06
벽종환출입문 (In)	2025-05-16 11:59
벽종환출입문 (In)	2025-04-29 14:43
벽종환출입문 (In)	2025-04-29 14:23
벽종환출입문 (In)	2025-04-29 13:46
벽종환출입문 (In)	2025-04-29 13:43
벽종환출입문 (In)	2025-04-29 10:55
벽종환출입문 (In)	2025-04-29 10:14

Below the log list are three detailed sections: 'Door information', 'Log details', and 'Device details'. The 'Door information' section shows Door ID (2100441), Company/Site (LG CNS 마곡사이트스파크), Building/Floor (마곡_연구동(E14) 7F), and Door (벽종환출입문). The 'Log details' section shows Status change date (2025-05-19 15:32) and Event details (Door opened longtime). The 'Device details' section shows Device ID (850531), Device name (벽종화5.0 (In)), Time zone (GMT+09:00 (Asia/Seoul)), Device IP (192.168.1.170 (0016180CB2A0)), Device model (XID5.0), and Connection server (벽종화서버).

Figure 10-54. Search for details of the door status log101054

- ③ You can click the Change Layout icon to view log details.
 - Door information: Door ID and installation location information
 - Log details: Log occurrence date, door status, door lock status, event details
- ④ Device Details: Device Information, Time Zone, Connection Server

► Excel Download

- ① Click the button at the top of the list of logs to be viewed.
- ② The log list will be downloaded as an Excel file.

	A	B	C	D	E	F	G	H	I	J
1	Company	Site	Building	Floor	Door	Entry direction	Device name	Device IP	Status change date	Event details
2	LG CNS	마곡사이	마곡_연구동	7F	백 종환	In	백 종환5.0	192.168.1.170	2025-05-19 15:32	Door opened longtime
3	LG CNS	마곡사이	마곡_연구동	7F	백 종환	In	백 종환5.0	192.168.1.170	2025-05-19 15:29	Door opened longtime
4	LG CNS	마곡사이	마곡_연구동	7F	백 종환	In	백 종환5.0	192.168.1.170	2025-05-16 12:06	Door opened longtime
5	LG CNS	마곡사이	마곡_연구동	7F	백 종환	In	백 종환5.0	192.168.1.170	2025-05-16 11:59	Door opened longtime
6	LG CNS	마곡사이	마곡_연구동	7F	백 종환	In	백 종환5.0	192.168.1.170	2025-04-29 14:43	Door opened longtime
7	LG CNS	마곡사이	마곡_연구동	7F	백 종환	In	백 종환5.0	192.168.1.170	2025-04-29 14:23	Door opened longtime
8	LG CNS	마곡사이	마곡_연구동	7F	백 종환	In	백 종환5.0	192.168.1.170	2025-04-29 13:46	Door opened longtime

Figure 10-55. Download the door status log list10

10.5 Device Management

10.5.1 Basic screen configuration

Manage different types of equipment and modify, register, and delete them.

Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
500043	SNI Corporation 트윈	트원동관 B2	Entry control	192.168.11.12	동관 B2F_지하2층전산실_IN	Information registration
500047	SNI Corporation 트윈	트원동관 6F	Drinking water	192.168.20.41	동관_B1F_화재	Information registration
500196	LG CNS 가산IDC	가산IDC B1F	Entry control	192.168.10.101	B1F IDC일반E/_IN	Normal
500200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal
500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)0	Normal
500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC화물 E/L(우)	Normal
500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우,중앙)	Normal
500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

Figure 10-56. Device Management Default Screen1055

- ① Enter the Location/Device > Device Management menu.

10.5.2 Device Inquiry

Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
S00043	SNI Corporation 트원	트원동관 82	Entry control	192.168.11.12	동관 82F.지하2층전신실_IN	Information registration
S00047	SNI Corporation 트원	트원동관 6F	Drinking water	192.168.20.41	동관 81F.화재	Information registration
S00196	LG CNS 가산IDC	가산IDC 81F	Entry control	192.168.10.101	81F IDC일반도어_IN	Normal
S00200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal
S00201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)0	Normal
S00202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
S00203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC화물 엘리(우)	Normal
S00204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
S00206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우,중앙)	Normal
S00209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

Figure 10-57. Device List Screen1056

- ① You can enter it in the search condition input box located at the top of the screen and click the search button on the right to view the list of devices that meet the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Building/Floor	- Shown according to the selected company/site, single selection
	Location Name	- Select and enter a single installation location name/location designation - When selecting a location, multiple selections of specific doors are possible in the pop-up
	Device Name	- Select and enter a single selection among device name/device IP/device ID/MAC address/device designation - When selecting device designation, multiple selections of specific device are possible in the pop-up
	Device Status	- Normal/abnormal/information registration/waiting for

		connection approval/inspection required Multiple choices possible
Detailed Conditions	Device Type	- Access control/speed gate/fire reception/dinner/commuting/terminal for multifunction device/multifunction device/camera multi-selectable
	Product Type/Device Model	- XID/UNION/IRISID/Senselink multi-selectable - XID selectable
	Firmware Version	- Single Firmware Version/Serial Number/SAM ID
	Connection Server	- It is shown according to the selected company/site, and multiple choices are possible
	Entry Area	- Multiple selection of office area/main entrance/control area
	Location Type	- Multiple entrances/restaurants
	Time Zone	- Multiple time zones are available
	Entry Direction	- IN/OUT/N/A Multiple Selectable

- ③ If you press the  button and select a list of devices, you can view the detailed information on the right side.

The screenshot shows the 'Device list' interface with various search filters at the top. Below the filters, there is a table of device details. On the right, a detailed information panel is open for a specific device. At the bottom, there are several action buttons.

Device IP	Device name
192.168.11.12	동관 B2F_지하2층전산실.IN
192.168.20.41	동관.B1F.화재
192.168.10.101	B1F IDC일반E/L_IN
192.168.10.161	6F 비상계단2(우)
192.168.10.160	6F 비상계단1(우)0
192.168.10.92	1F 스피드게이트-CNS_IN
192.168.10.159	6F IDC화물 E/L(우)
192.168.10.93	1F 스피드게이트-CNS_OUT
192.168.10.158	6F 비상계단(우,중앙)
192.168.10.103	1F 방재실-출입

Detail information

Device ID	500047(Usage)	Company/Site	SNI Corporation 트원
Building/Floor	트원동관 6F(Main Entrance)	*Location name	<input type="text" value="Q. 지하1층상황실"/>
*Device type	Drinking water	*Device name	동관.B1F.화재
*Entry direction	N/A	*Device model	XID5.0
*Time zone	Asia/Seoul	*Connection server	트원동관
Device status	Information registration	*Static IP	<input type="text" value="192.168.20.41"/>
MAC address	0016180C6D73	Firmware version	50051005
SAM ID	300020	Serial number	
Purpose	<input type="checkbox"/> MDM link		
Fire link	<input type="text" value="Q"/>		
Terminal setting			
Explanation			
Registered information	2024-01-29 14:48(IDP+ Solution Admin)	Revision information	2024-04-16 15:28(Nguyen Bao Long)

[Open Device](#) [Allow connection](#) [Connection block](#) [Device setting](#) [Device control](#) [Device policy](#) [New](#) [Save](#) [Delete](#)

Figure 10-58. Device Detailed Inquiry1057

- ④ Press the  button and select one device list to proceed to the device detail page.

The screenshot shows the 'Device details' interface. It includes sections for Basic Information, Fire link, Door setting, Terminal settings, and Warning light setup. The Basic Information section is expanded, showing detailed device configuration. Action buttons are located at the bottom.

Device ID	Company/Site	Building/Floor	
500043(Usage)	SNI Corporation 트원	트원동관 B2(Control Area)	
*Location name	<input type="text" value="전산실(주출입구)"/>	*Device type	Entry control
*Device name	동관 B2F_지하2층전산실.IN	*Entry direction	In
*Product type/Device model	XID XID2.0	*Connection server	트원동관
Device status	Information registration	MAC address	002614006944
Firmware version	00002500020A	SAM ID	300058
Purpose	<input type="checkbox"/> MDM link	Serial number	
Explanation			
Registered information	2024-01-29 14:48 (IDP+ Solution Admin)	Revision information	2024-04-21 13:32

Fire link 

Device ID	Location	Device name	IP(MAC address)	Device type	Connection server	Device status
No data was retrieved.						

Door setting 

Terminal settings 

Warning light setup 

[Open Device](#) [Allow connection](#) [Connection block](#) [Device setting](#) [Device control](#) [Device policy](#) [Save](#) [Delete](#) [List](#)

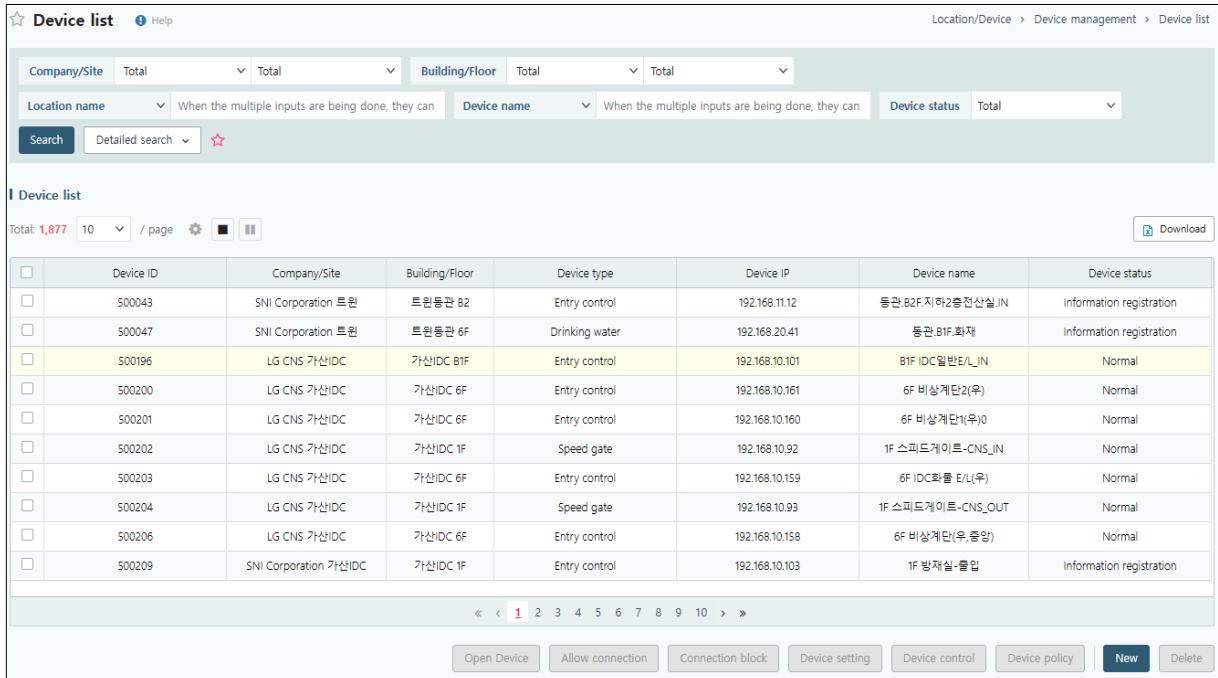
Figure 10-59. Device Detail Screen1058

▶ Excel Download

- ① Press the  button located at the top right of the device list.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

10.5.3 Device modifications

- ① You can enter it in the search condition input box located at the top of the screen and click the search button on the right to view the list of devices that meet the conditions.
- ② If you press the  button located to the right of the search button, you will see the search conditions that you can enter more search conditions.



Device list							
Company/Site		Total	Total	Building/Floor	Total	Total	Device status
Location name		When the multiple inputs are being done, they can		Device name		When the multiple inputs are being done, they can	
Search	Detailed search	★					
	Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
<input type="checkbox"/>	500043	SNI Corporation 트원	트원동관 B2	Entry control	192.168.11.12	동관 B2F.지하2층전산실 IN	Information registration
<input type="checkbox"/>	500047	SNI Corporation 트원	트원동관 6F	Drinking water	192.168.20.41	동관 B1F.화재	Information registration
<input type="checkbox"/>	500196	LG CNS 가산IDC	가산IDC B1F	Entry control	192.168.10.101	B1F IDC빌번E/L_IN	Normal
<input type="checkbox"/>	500200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal
<input type="checkbox"/>	500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)0	Normal
<input type="checkbox"/>	500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
<input type="checkbox"/>	500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC화물 E/L(우)	Normal
<input type="checkbox"/>	500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
<input type="checkbox"/>	500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우,중앙)	Normal
<input type="checkbox"/>	500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

Figure 10-60. Device List Screen1059

- ③ If you press the  button and select a list of devices, you can view the detailed information on the right side.

The screenshot shows the 'Device list' interface. On the left, there is a table titled 'Device list' with columns 'Device IP' and 'Device name'. The table contains 1,877 entries. On the right, there is a detailed information panel for a specific device. The device details include:

- Device ID:** 500043(Usage)
- Company/Site:** SNI Corporation 트원
- Building/Floor:** 트원동관 B2(Control Area)
- Device type:** Entry control
- Entry direction:** In
- Time zone:** Asia/Seoul
- Device status:** Information registration
- MAC address:** 002614006944
- SAM ID:** 300058
- Purpose:** MDM link
- Fire link:**
- Door setting:**
- Explanation:**
- Registered information:** 2024-01-29 14:48 (IDP+ Solution Admin)
- Revision information:** 2025-04-21 13:32

At the bottom, there are buttons for 'Open Device', 'Allow connection', 'Connection block', 'Device setting', 'Device control', 'Device policy', 'New', 'Save', and 'Delete'.

Figure 10-61. Device Detailed Inquiry1060

- ④ Edit the details of the machine.
- ⑤ Press the  button and select one device list to go to the device detail page.

The screenshot shows the 'Device details' interface. It includes sections for 'Basic Information', 'Fire link', 'Door setting', 'Terminal settings', and 'Warning light setup'. The 'Basic Information' section contains the same fields as the previous screenshot, with values matching those in Figure 10-61. The 'Fire link' section has a search bar and a table with columns 'Device ID', 'Location', 'Device name', 'IP(MAC address)', 'Device type', 'Connection server', and 'Device status'. The table displays the message 'No data was retrieved.' The bottom of the screen has buttons for 'Open Device', 'Allow connection', 'Connection block', 'Device setting', 'Device control', 'Device policy', 'Save', 'Delete', and 'List'.

Figure 10-62. Device Detail Screen1061

- ⑥ Edit the details of the device and click the **Save** button. However, make sure that the modified time zone matches the device registered at the installation location.
- ⑦ If the save is successful, a 'Save successful' message pops up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

► Antipassback Settings

- ① If you want to edit the Antipassback group, click the **Settings** button next to the Antipassback group.

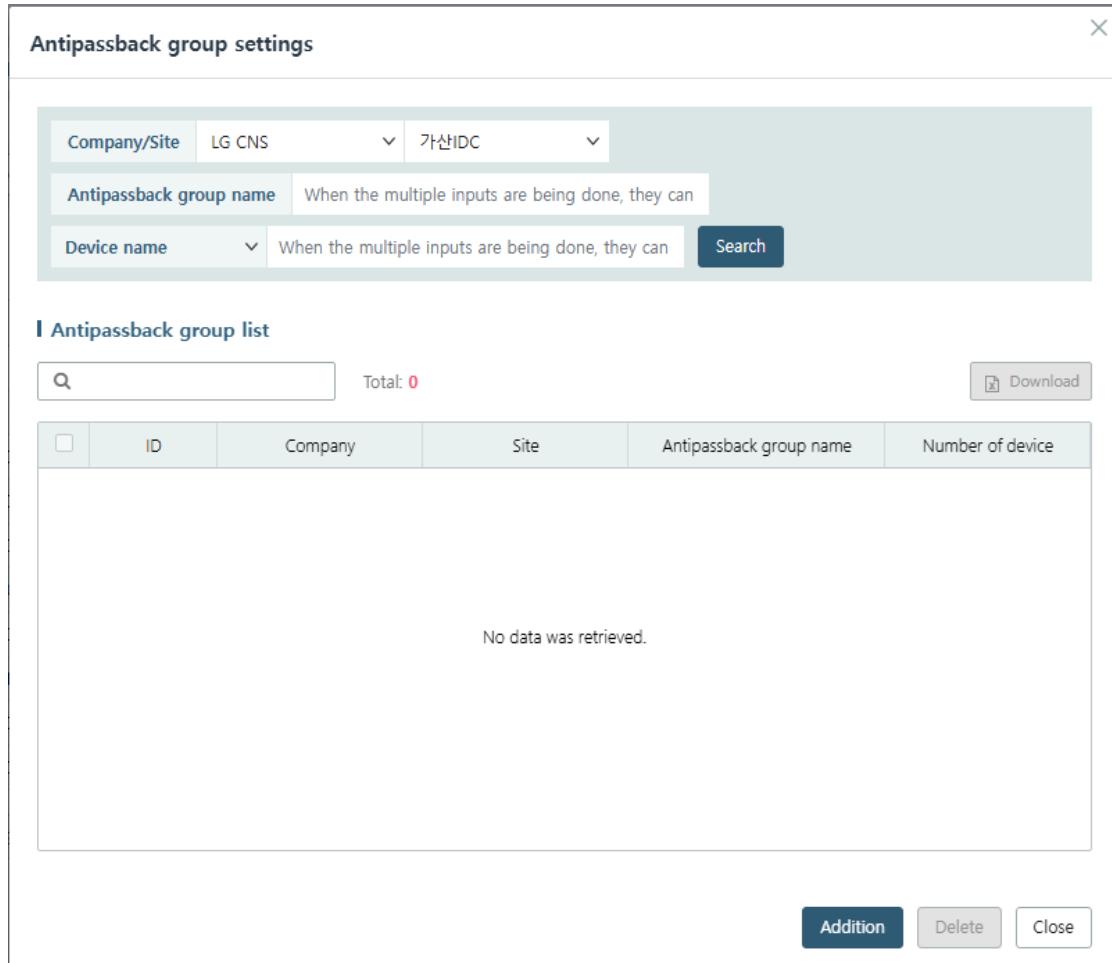


Figure 10-63. Antipassback Group Setting Screen1062

- ② Click the **Addition** button.

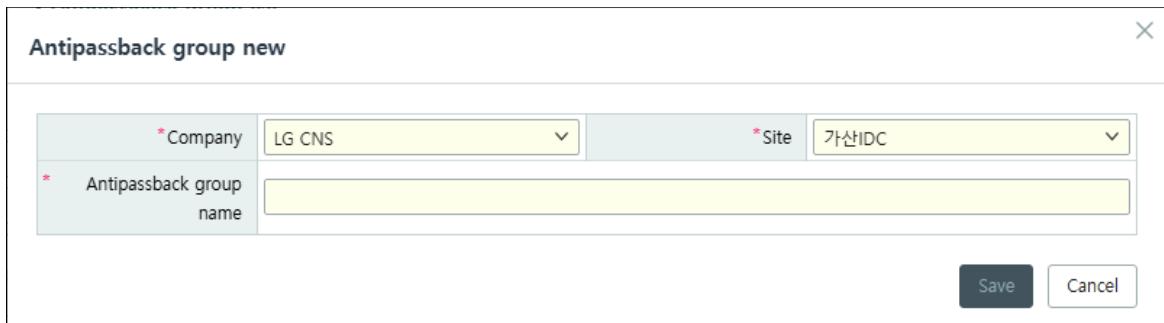


Figure 10-64. Antipassback Group New Screen10-63

- ③ Enter the Antipassback Group new screen and click the **Save** button.

ID	회사	사업장	Antipassback 그룹명	장비 수
13	LG CNS	마곡 E13	Antipassback 그룹	0

Figure 10-65. Adding an Antipassback Group1064

- ④ Check the Antipassback group added and click the **Close** button.
 ⑤ Set the newly added Antipassback group in the Antipassback group on the device details screen.

▶ Fire Link Settings

- ① Click the Fire Link button.

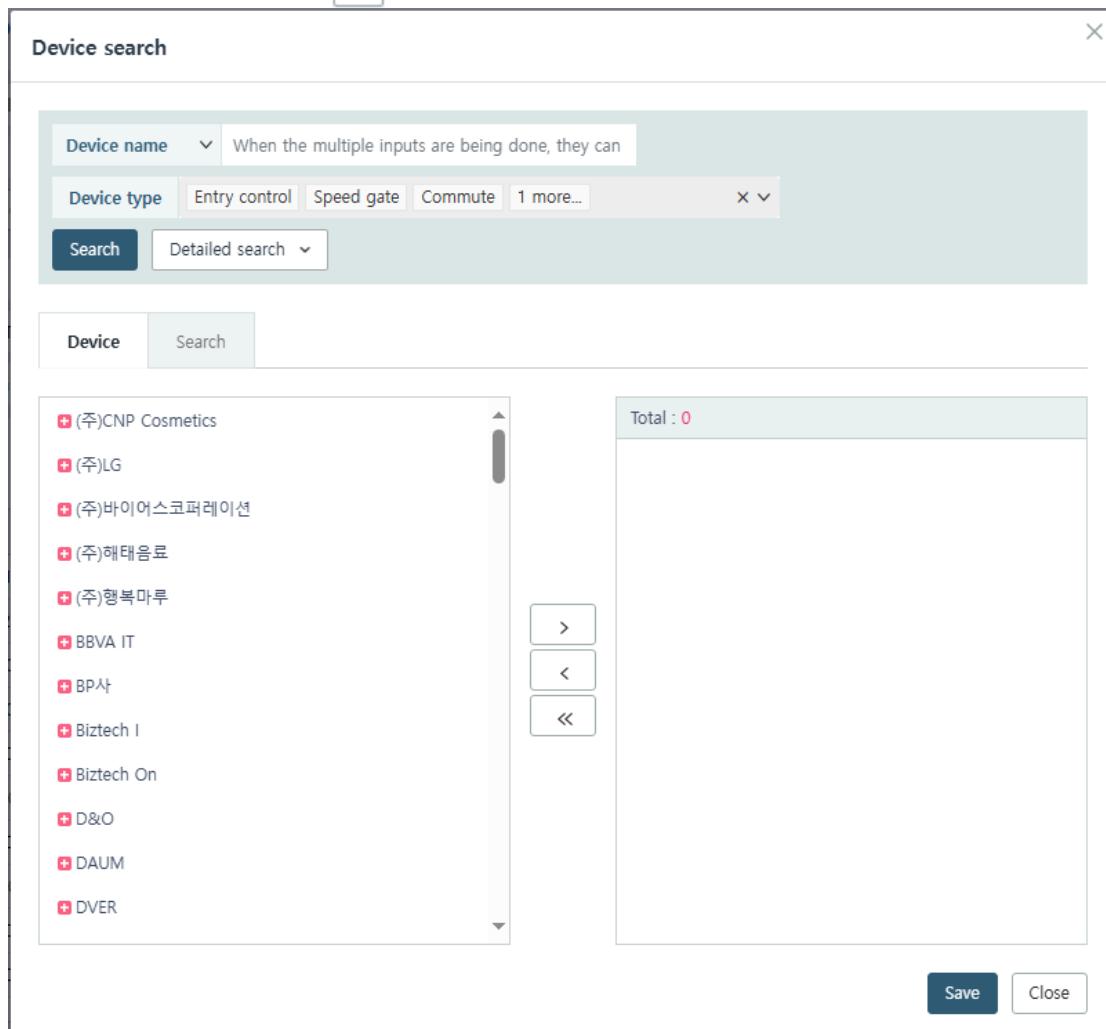


Figure 10-66. Adding and Deleting Fire Linked Device1065

- ② Enter the device conditions you want in the device tree on the left or device search conditions, select the searched device, and click the button to add the lead operator fee. Or select the device from the lead operator ratio on the right and click the button to delete the lead operator ratio.
- ③ Click the button.
- ④ Modified Fire Smoke Lead Operator Bee appears in the device management details.
- ⑤ Click the button.
- ⑥ If the save is successful, a "Save successful" message will appear. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

10.5.4 Register your device

The screenshot shows the 'Device list' interface. At the top, there are several search filters: 'Company/Site', 'Location name', 'Device name', 'Device status', 'Device type', 'Product type/Device model', 'Firmware version', 'Connection server', 'Entry area', 'location type', 'Time zone', 'Entry direction', and 'MDM link'. Below the filters is a table titled 'Device list' containing 1,877 entries. The columns are: Device ID, Company/Site, Building/Floor, Device type, Device IP, Device name, and Device status. Each row contains a checkbox, the device ID, company name, building/floor information, device type, IP address, name, and status. At the bottom of the table are navigation buttons (1-10) and action buttons: Open Device, Allow connection, Connection block, Device setting, Device control, Device policy, New, and Delete.

Figure 10-67. Device Default Screen1066

- ① Click the **New** button on the main screen of the device.

The screenshot shows the 'Device registration' interface. At the top, there are fields for 'Company/Site' (selected: (주)CNP Cosmetics), 'Time zone' (selected: Asia/Seoul), and 'Connection server' (selected: 슈프리마_서버). Below these is a section titled 'New list' with a table header: Co..., Confirmation..., *Building, *Floor, *Location name, *Device ..., *Device ..., *Entry d..., *IP met..., *Device IP, MAC address, *Device name, and Explanation. The table body is currently empty. At the bottom are buttons: Save all, Save selection, and List.

Figure 10-68. Device Registration Screen1067

- ② Enter common device information in Basic Information.
- ③ Click the  button at the top of the new list to add a new list.
- ④ If you select the registration method as "Grid" in the Basic Information section, a new row will be added to the list, allowing you to enter the content directly. If you select the registration method as a pop-up, enter the contents in the installation location pop-up and click the  button.



The screenshot shows the 'Device registration' interface. At the top, there are dropdown menus for 'Company/Site' (selected: (주)CNP Cosmetics), '사업장' (selected:), 'Connection server' (selected: 슈프리마_서버), and 'Time zone' (selected: Asia/Seoul). Below this is a table titled 'New list' with a single row containing the value 'Test 2'. The table has columns for Co., Confirmation..., Building, Floor, Location name, Device..., Device..., Entry d..., IP met..., Device IP, MAC address, Device name, and Explanation. At the bottom of the table are buttons for 'Comprehensive upload', 'Add row', 'Delete row', 'Initialization', 'Error review', and 'Download'.

Figure 10-69. Device Registration1068

- ⑤ To batch register as an Excel file, click the Batch Upload button at the top of the list.



Figure 1070 Device Registration (File Upload Pop-up)10-69

- ⑥ Click the Download Form button in the Upload File pop-up to download a sample file to upload.
- ⑦ Fill in the sample file with the contents of the new list.
- ⑧ Click the Browse button in the Upload File pop-up, load the sample file you saved, and click OK.
- ⑨ Click the Review Errors button at the top of the new list to check the errors in the new list you entered. The error is displayed in the confirmation and confirmation details.
- ⑩ Click the  button. However, the time zone of the device must match the time zone of the device registered at the installation location.
- ⑪ Saved data is displayed as saved, and data with errors are displayed as OK, and the reason is displayed in the confirmation details. 



Figure 10-71. Device registration completed1070

10.5.5 Deleting a Device

Device list							Location/Device > Device management > Device list	
Company/Site		Total	Total	Building/Floor		Total	Total	
Location name		When the multiple inputs are being done, they can			Device name		When the multiple inputs are being done, they can	
Search			Detailed search					
Total: 1,877	10	/ page		<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>
	Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status	
<input type="checkbox"/>	500043	SNI Corporation 트원	트원동관 B2	Entry control	192.168.11.12	동관 B2F.지하2층전선실.IN	Information registration	<input type="button" value=""/>
<input type="checkbox"/>	500047	SNI Corporation 트원	트원동관 6F	Drinking water	192.168.20.41	동관 6F.화재	Information registration	<input type="button" value=""/>
<input type="checkbox"/>	500196	LG CNS 가산IDC	가산IDC 8F	Entry control	192.168.10.101	8F IDC일반E/L.IN	Normal	<input type="button" value=""/>
<input type="checkbox"/>	500200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal	<input type="button" value=""/>
<input type="checkbox"/>	500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)	Normal	<input type="button" value=""/>
<input type="checkbox"/>	500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal	<input type="button" value=""/>
<input type="checkbox"/>	500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC회로 E/L(우)	Normal	<input type="button" value=""/>
<input type="checkbox"/>	500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal	<input type="button" value=""/>
<input type="checkbox"/>	500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우.중앙)	Normal	<input type="button" value=""/>
<input type="checkbox"/>	500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration	<input type="button" value=""/>

Figure 10-72. Device List Screen1071

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of installation locations that meet the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions.
- ③ Select the device you want to delete from the list and click the button.
- ④ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.
- ⑤ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.

	Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
<input type="checkbox"/>	500043	SNI Corporation 트원	트원동관 B2	Entry control	192.168.11.12	동관.B2F.지하2층전산실.IN	Information registration
<input type="checkbox"/>	500047	SNI Corporation 트원	트원동관 6F	Drinking water	192.168.20.41	동관.6F.화재	Information registration
<input checked="" type="checkbox"/>	500196	LG CNS 가산IDC	가산IDC B1F	Entry control	192.168.10.101	B1F IDC일반E_IN	Normal
<input type="checkbox"/>	500200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal
<input type="checkbox"/>	500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)0	Normal
<input type="checkbox"/>	500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
<input type="checkbox"/>	500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC화물 E/L(우)	Normal
<input type="checkbox"/>	500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
<input type="checkbox"/>	500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우,중앙)	Normal
<input type="checkbox"/>	500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

Figure 10-73. Selecting to Delete Device1072

- ⑥ If you press the button and select the list of devices to delete, you can view the detailed information on the right.

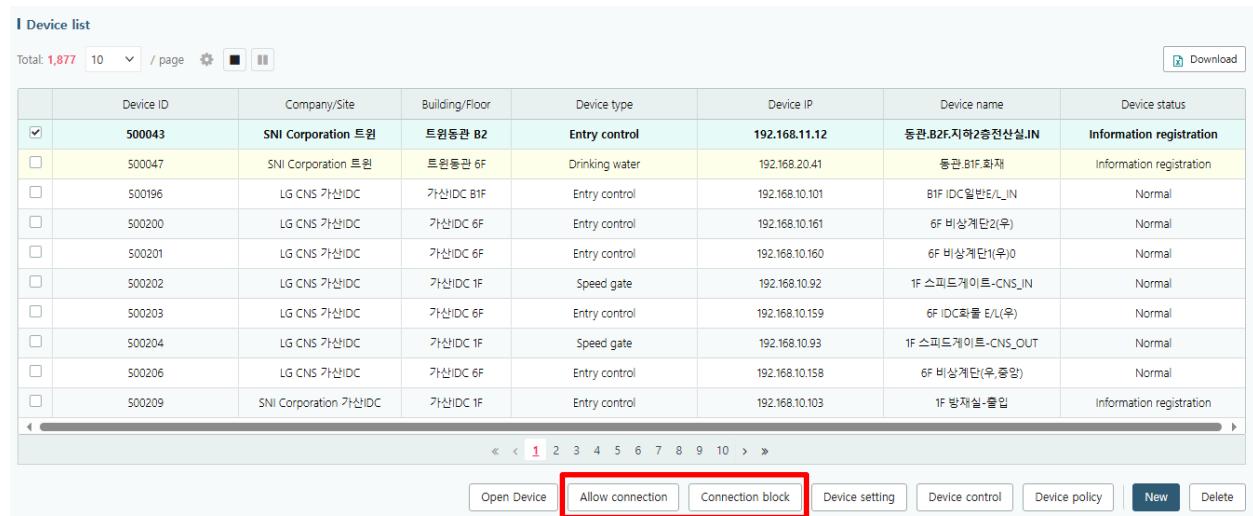
Device ID	Location	Device name	IP(MAC address)	Device type	Connection server	Device status
500043(Usage)	전산실(주출입구)	동관.B2F.지하2층전산실.IN	192.168.11.12	Entry control	In	
*Location name				*Device type		
*Device name				*Entry direction		
*Product type/Device model	XID XID2.0	*Time zone	Asia/Seoul	*Connection server		
Device status	Information registration	*Static IP	192.168.11.12	MAC address	002614006944	
Firmware version	00002500020A	SAM ID	300058	Serial number		
Purpose	<input type="checkbox"/> MDM link			Aclog Not saved	<input checked="" type="checkbox"/>	
Explanation						
Registered information	2024-01-29 14:48 (IDP+ Solution Admin)			Revision information	2025-04-21 13:32	

Figure 10-74. Device Detail Screen1073

- ⑦ Click the button.

- ⑧ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.
- ⑨ If the deletion is successful, a pop-up message will appear. Delete on
- ⑩ If it fails, a "Delete failed" message and the reason for the failure appear in the message pop-up.
- ⑪ Press the  button and select a list of installation locations to proceed to the device detail page.

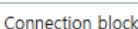
10.5.6 Allow connection/block connection



The screenshot shows a table of devices with the following data:

	Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
<input checked="" type="checkbox"/>	500043	SNI Corporation 트원	트원동관 B2	Entry control	192.168.11.12	동관.B2F.지하2층전산실.IN	Information registration
<input type="checkbox"/>	500047	SNI Corporation 트원	트원동관 6F	Drinking water	192.168.20.41	동관.B1F.회재	Information registration
<input type="checkbox"/>	500196	LG CNS 가산IDC	가산IDC B1F	Entry control	192.168.10.101	B1F IDC일반E_IN	Normal
<input type="checkbox"/>	500200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal
<input type="checkbox"/>	500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)	Normal
<input type="checkbox"/>	500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
<input type="checkbox"/>	500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC회를 E/L(우)	Normal
<input type="checkbox"/>	500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
<input type="checkbox"/>	500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우, 중일)	Normal
<input type="checkbox"/>	500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

Figure 10-75. Allow/Block Device Connection1074

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of installation locations that meet the conditions.
- ② Select the device you want to allow or block connection from the searched list and click the  or  button.
- ③ If the request is successful, the message "Connection allowed successful" or "Connection blocked successfully" is displayed.

10.5.7 Device Setting

I Device list

Total: 1,877 10 / page Download

	Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
<input checked="" type="checkbox"/>	500043	SNI Corporation 트원	트원동관 B2	Entry control	192.168.11.12	동관.B2F.지하2층전신실.IN	Information registration
<input type="checkbox"/>	500047	SNI Corporation 트원	트원동관 6F	Drinking water	192.168.20.41	동관 B1F.화재	Information registration
<input type="checkbox"/>	500196	LG CNS 가산IDC	가산IDC B1F	Entry control	192.168.10.101	B1F IDC일반E/L_IN	Normal
<input type="checkbox"/>	500200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal
<input type="checkbox"/>	500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)0	Normal
<input type="checkbox"/>	500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
<input type="checkbox"/>	500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC화물 E/L(우)	Normal
<input type="checkbox"/>	500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
<input type="checkbox"/>	500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우,종암)	Normal
<input type="checkbox"/>	500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

« < 1 2 3 4 5 6 7 8 9 10 > »

[Open Device](#) [Allow connection](#) [Connection block](#) [Device setting](#) [Device control](#) [Device policy](#) [New](#) [Delete](#)

Figure 10-76. Device Setup1075

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of installation locations that meet the conditions.
- ② When you select the device you want to view or change settings and click the [Device setting](#) button, the device settings pop-up is displayed.

Terminal settings

I Setting information

Setting items	User custom
Input items	Setting key Inquiry Setting value Comprehensive application

I Device

Device...	Device name	Company/Site	Location	Building	Floor	Setting value	Device settin...	Transmission result
500043	동관.B2F.지하...	SNI Corporation 트원	전산실(주출...)	트원동관	B2			

[Send settings to devices](#) [Close](#)

Figure 10-77. Device Settings Pop-up Screen1076

- ③ When you select a setting item, the values set on the server are displayed in the list.
 - ④ When you click the  button, it will query and display the value set on the device.
 - ⑤ When you click the  button, the server settings are sent to the device and set.
 - ⑥ When you click the  button, the value retrieved from the device is saved on the server.

10.5.8 Device Control

Device list							
	Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
<input type="checkbox"/>	500043	SNI Corporation 트원	트원동관 B2	Entry control	192.168.11.12	동관_B2F_지하2층전산실_IN	Information registration
<input checked="" type="checkbox"/>	500047	SNI Corporation 트원	트원동관 6F	Drinking water	192.168.20.41	동관_B1F_화재	Information registration
<input type="checkbox"/>	500196	LG CNS 가산IDC	가산IDC B1F	Entry control	192.168.10.101	B1F IDC일반E/L_IN	Normal
<input type="checkbox"/>	500200	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(주)	Normal
<input checked="" type="checkbox"/>	500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)0	Normal
<input type="checkbox"/>	500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
<input type="checkbox"/>	500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC화물 E/L(우)	Normal
<input type="checkbox"/>	500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
<input type="checkbox"/>	500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우, 중앙)	Normal
<input type="checkbox"/>	500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

Figure 10-78. Device Control

1077

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of installation locations that meet the conditions.
 - ② Select the device you want to send control commands to and click the Device control button to display the device control pop-up.

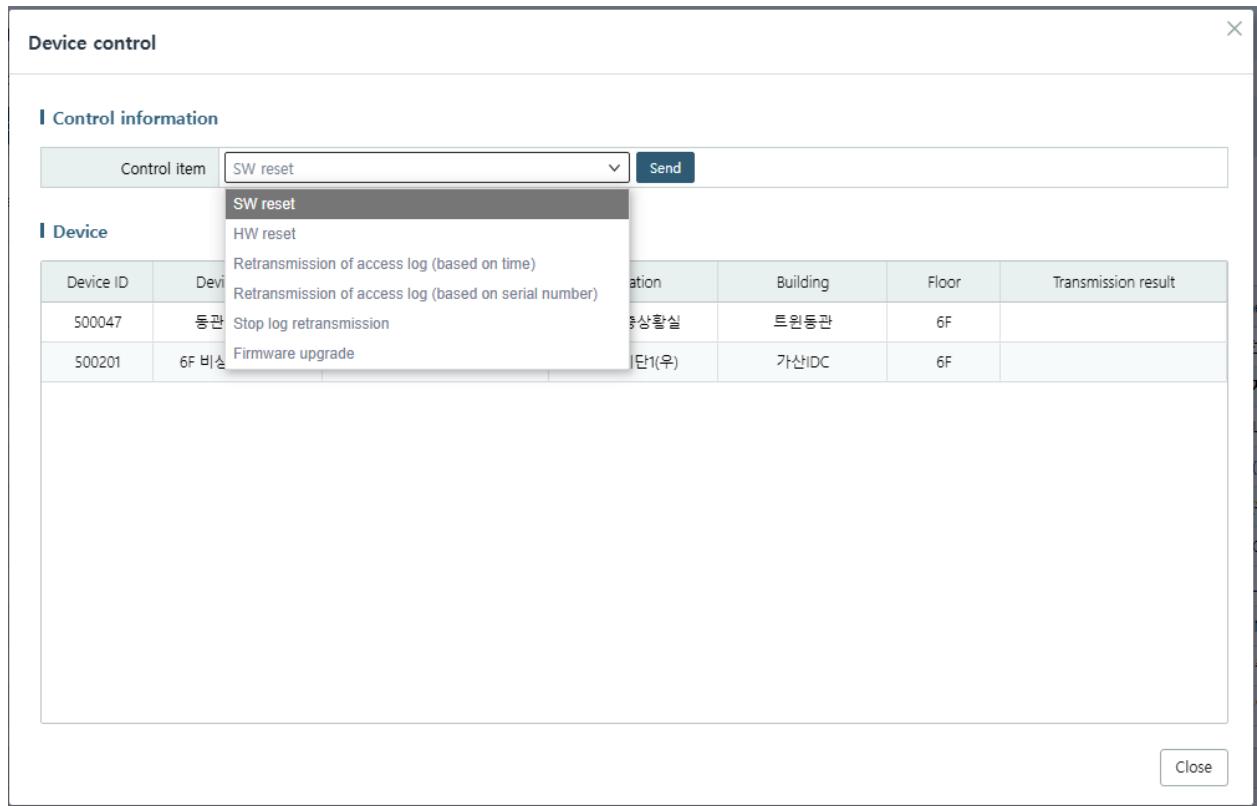


Figure 10-79. Device Control Pop-up Screen

- ③ When you select a control item and click the **Send** button, the corresponding command is sent to the instrument.
- ④ If the transfer is successful, the transfer result will display Success.

10.5.9 Device Policy

Device list							
	Device ID	Company/Site	Building/Floor	Device type	Device IP	Device name	Device status
<input type="checkbox"/>	500043	SNI Corporation 트윈	트원동관 82	Entry control	192.168.11.12	동관:82F_지하2층전산실_IN	Information registration
<input checked="" type="checkbox"/>	500047	SNI Corporation 트윈	트원동관 6F	Drinking water	192.168.20.41	동관:81F_화재	Information registration
<input type="checkbox"/>	500196	LG CNS 가산DC	가산IDC B1F	Entry control	192.168.10.101	B1F IDC 일반E/L_IN	Normal
<input type="checkbox"/>	500200	LG CNS 가산DC	가산IDC 6F	Entry control	192.168.10.161	6F 비상계단2(우)	Normal
<input checked="" type="checkbox"/>	500201	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.160	6F 비상계단1(우)0	Normal
<input type="checkbox"/>	500202	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.92	1F 스피드게이트-CNS_IN	Normal
<input type="checkbox"/>	500203	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.159	6F IDC화물 E/L(우)	Normal
<input type="checkbox"/>	500204	LG CNS 가산IDC	가산IDC 1F	Speed gate	192.168.10.93	1F 스피드게이트-CNS_OUT	Normal
<input type="checkbox"/>	500206	LG CNS 가산IDC	가산IDC 6F	Entry control	192.168.10.158	6F 비상계단(우, 중앙)	Normal
<input type="checkbox"/>	500209	SNI Corporation 가산IDC	가산IDC 1F	Entry control	192.168.10.103	1F 방재실-출입	Information registration

<< < 1 2 3 4 5 6 7 8 9 10 > >>

[Open Device](#) [Allow connection](#) [Connection block](#) [Device setting](#) [Device control](#) [Device policy](#) [New](#) [Delete](#)

Figure 10-80. Device Policy1079

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of installation locations that meet the conditions.
- ② Select the device for which you want to view the policy that has been dropped on the device and click the [Device policy](#) button to display the device policy pop-up.

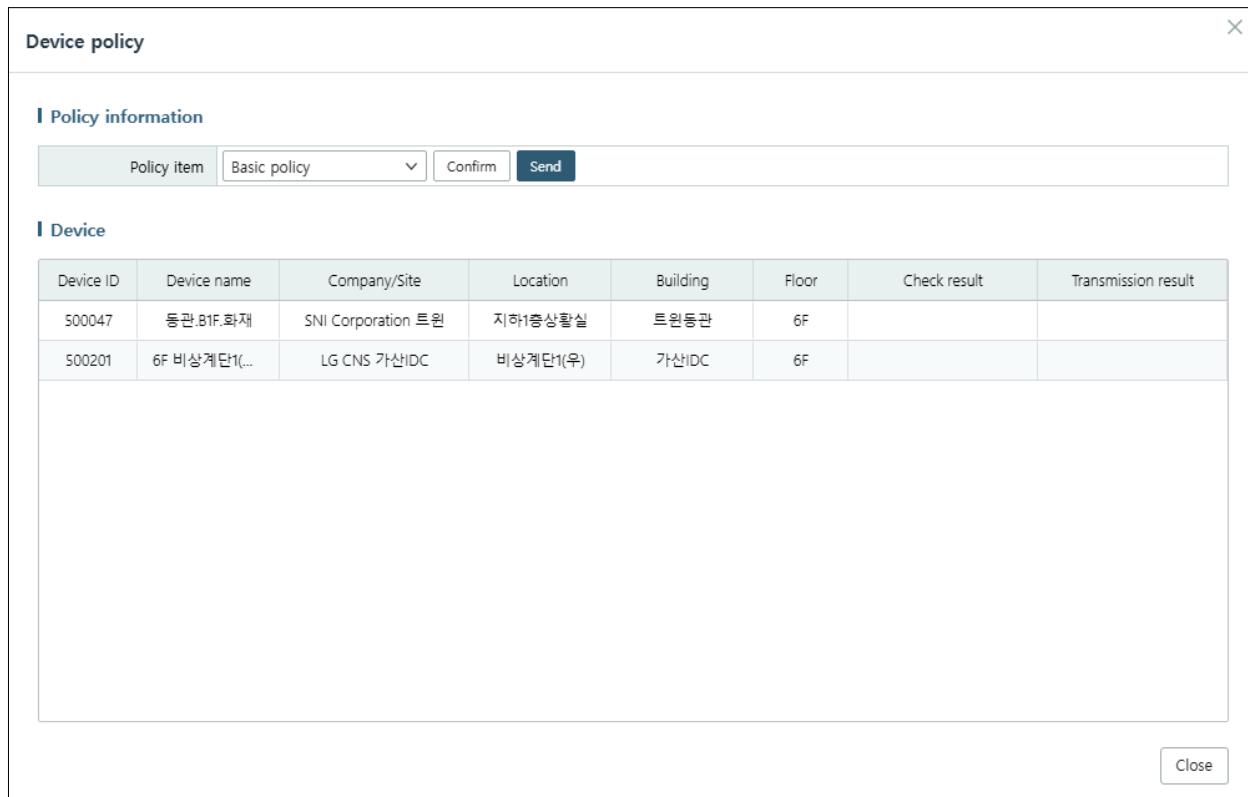


Figure 10-81. Device Policy Pop-up Screen1080

- ③ Select the policy item you want to check and click the button. Confirm
- ④ If the policy matches, it is marked as successful, and if it does not match, it is marked as CRC Mismatch.
- ⑤ When you click the Send button, the selected policy is sent anew, and the result is displayed in the transfer result.

10.6 Building Management

10.6.1 Basic screen configuration

Manage buildings and modify, register, and delete.

The screenshot shows a web-based application interface for managing buildings. At the top, there is a header with a star icon, the text "Building list", a help link, and a breadcrumb navigation: "Location/Device > Building management > Building list". Below the header is a search bar with a placeholder "Building name" and a "Search" button. The main area is titled "Building list" and contains a table with 14 rows of building data. The columns are: Building ID, Building name, Ground floor, Basement, Classification, Explanation, and Manager name. The table includes checkboxes for selection, page navigation buttons (Total: 44, 10 / page), and buttons for "Download", "New", and "Delete".

<input type="checkbox"/>	Building ID	Building name	Ground floor	Basement	Classification	Explanation	Manager name
<input type="checkbox"/>	1	트원동관	36	5	Shared building		
<input type="checkbox"/>	2	트원서관	36	5	Shared building		
<input type="checkbox"/>	12	가산IDC	12	1	Shared building		
<input type="checkbox"/>	29	LG광화문빌딩	15	5	Shared building		
<input type="checkbox"/>	S0090	IFC센터 빌딩	0	0	Shared building		
<input type="checkbox"/>	S0129	상암IT센터	12	4	Shared building		송은순
<input type="checkbox"/>	S0131	흥대기술대학원	0	0	Private building		송은순
<input type="checkbox"/>	S0141	LG인화원_연수강의A2	4	0	Private building		
<input type="checkbox"/>	S0142	LG인화원_역사관리관	5	0	Private building		
<input type="checkbox"/>	S0143	부산글로벌클라우드데이터...	1	0	Private building		박재장

Figure 10-82. Building Management Default Screen1081

- ① Tap Location/Device on the top menu tab.
- ② Tap Building Management on the left menu.

10.6.2 Building Inquiry

The screenshot shows a 'Building list' interface. At the top, there is a search bar with 'Building name' and a 'Search' button. Below the search bar, there is a table with the following columns: Building ID, Building name, Ground floor, Basement, Classification, Explanation, and Manager name. The table contains 14 rows of data. On the right side of the table, there are buttons for 'Download', 'New', and 'Delete'. The bottom of the screen shows a navigation bar with page numbers (1, 2, 3, 4, 5) and arrows.

	Building ID	Building name	Ground floor	Basement	Classification	Explanation	Manager name
1	트원동관	36	5	Shared building			
2	트원서관	36	5	Shared building			
12	가산IDC	12	1	Shared building			
29	LG광화문빌딩	15	5	Shared building			
50090	IFC센터 빌딩	0	0	Shared building			
50129	상암IT센터	12	4	Shared building		송은순	
50131	흥대기술대학원	0	0	Private building		송은순	
50141	LG인화원_연수강의A2	4	0	Private building			
50142	LG인화원_역사관리관	5	0	Private building			
50143	부산글로벌클라우드데이터센터	1	0	Private building		박재장	

Figure 10-83. Building List1082

- ① You can enter the building name in the search condition input box located at the top of the screen and press the search button on the right to view the list of buildings that meet the conditions.
- ② If you press the button and select a building list, you can view the detailed information on the right.

The screenshot shows a 'Building Detail Inquiry' interface. At the top, there is a search bar with 'Building name' and a 'Search' button. Below the search bar, there are two tabs: 'Building list' and 'Detail information'. The 'Detail information' tab is active, showing a form with fields for Building name (트원동관), Site (SNI Corporation 트원), Classification (Shared building), Explanation, Address (서울시 영등포구 여의도동), Manager, and Registered information (IDP+ Solution Admin (2023-06-13 13:57)). To the left of the form, there is a table of building records with columns for Building ID and Building name. On the right, there is a 'Floor list' table with columns for Floor ID and Floor. The bottom of the screen shows a navigation bar with page numbers (1, 2, 3, 4, 5) and arrows.

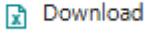
Building ID	Building name
1	트원동관
2	트원서관
12	가산IDC
29	LG광화문빌딩
50090	IFC센터 빌딩
50129	상암IT센터
50131	흥대기술대학원
50141	LG인화원_연수강의A2
50142	LG인화원_역사관리관
50143	부산글로벌클라우드데이터센터

Floor ID	Floor
-5	B5
-4	B4
-3	B3
-2	B2
-1	B1
0	N/A

Figure 10-84. Building Detail Inquiry1083

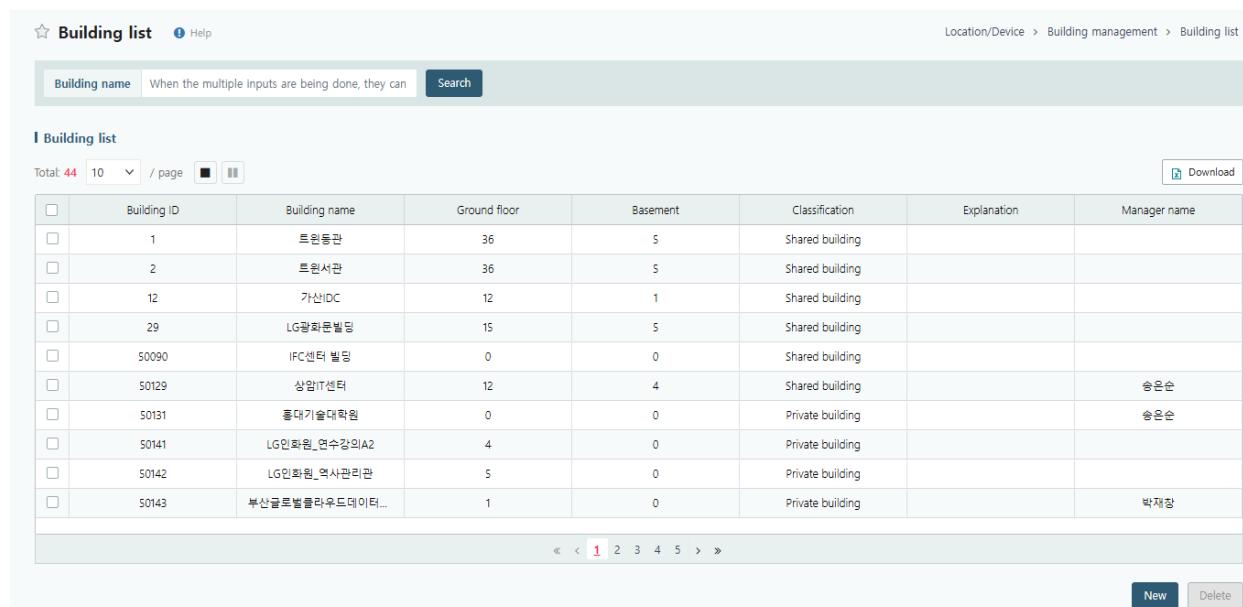
- ③ If there is a result in the building list, you can download the result as an Excel file.

► Excel Download

- ④ Tap the button  at the top right of the building list.
 ⑤ According to your browser's settings, the Excel file will be saved in the Internet file download path.

10.6.3 Building Modification

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of buildings that meet the conditions.



The screenshot shows a web-based application titled "Building list". At the top, there is a search bar with a placeholder "Building name" and a "Search" button. Below the search bar, the page title is "Building list". The main content area displays a table with 14 rows of building data. The columns are labeled: Building ID, Building name, Ground floor, Basement, Classification, Explanation, and Manager name. The data includes various building names like "트원동관", "트원서관", "가산IDC", etc., along with their respective details. At the bottom of the table, there is a navigation bar with page numbers (1, 2, 3, 4, 5) and arrows, and buttons for "New" and "Delete".

	Building ID	Building name	Ground floor	Basement	Classification	Explanation	Manager name
□	1	트원동관	36	5	Shared building		
□	2	트원서관	36	5	Shared building		
□	12	가산IDC	12	1	Shared building		
□	29	LG광화문빌딩	15	5	Shared building		
□	S0090	IFC센터 별딩	0	0	Shared building		
□	S0129	상암IT센터	12	4	Shared building		송은순
□	S0131	폴대기술대학원	0	0	Private building		송은순
□	S0141	LG인화원_연수강의A2	4	0	Private building		
□	S0142	LG인화원_역사관리관	5	0	Private building		
□	S0143	부산글로벌클라우드데이터...	1	0	Private building		박재장

Figure 10-85. Building List1084

- ② If you press the button  and select a building list, you can view the detailed information on the right.

Building list

Total: 44 | 10 / page |

Building ID	Building name
1	트원동관
2	트원서관
12	가산IDC
29	LG광화문빌딩
50090	IFC센터 빌딩
50129	상암IT센터
50131	통대기술대학원
50141	LG인화원_연수강의A2
50142	LG인화원_역사관리관
50143	부산글로벌클라우드데이터센터

Detail information

* Building name: 트원동관
Classification: Shared building
Site: SNI Corporation 트원, (주)CNP Cosmetics A..., LG CNS FKI, 11 more...
Explanation:
Address: 서울시 영등포구 여의도동
Manager:
Registered Information: IDP+ Solution Admin (2023-06-13 13:57)
Revision Information: 이동근 (2024-02-26 13:40)

Floor list

Floor ID	Floor
-5	B5
-4	B4
-3	B3
-2	B2
-1	B1
0	N/A

New

Figure 10-86. Building Detail Inquiry1085

- ③ Edit the building details and click the button **Save**.
- ④ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

10.6.4 Building Registration

The screenshot shows a table titled "Building list" with 14 rows of data. The columns are: Building ID, Building name, Ground floor, Basement, Classification, Explanation, and Manager name. The "Classification" column contains entries like "Shared building" and "Private building". The "Manager name" column for some rows contains Korean names like "송윤수" and "박재장". A "Download" button is located at the top right of the table area.

	Building ID	Building name	Ground floor	Basement	Classification	Explanation	Manager name
□	1	트원동관	36	5	Shared building		
□	2	트원서관	36	5	Shared building		
□	12	가산IDC	12	1	Shared building		
□	29	LG광화문빌딩	15	5	Shared building		
□	50090	IFC센터 빌딩	0	0	Shared building		
□	50129	상암IT센터	12	4	Shared building		송윤수
□	50131	흥대기술대학원	0	0	Private building		송윤수
□	50141	LG인하원_연수강의A2	4	0	Private building		
□	50142	LG인하원_역사관리관	5	0	Private building		
□	50143	부산글로벌클라우드데이터...	1	0	Private building		박재장

Figure 10-87. Building List1086

- ① Click the button on the building list screen.

The screenshot shows a "Building registration" dialog box. It contains the following fields:

- *Building name: An input field.
- *Classification: A radio button group with "Private building" selected and "Shared building" as an option.
- *Company/Site: A dropdown menu showing "(주)CNP Cosmetics" and "사업장".
- *Ground floor: An input field containing "10".
- Basement: An input field containing "0".
- Explanation: An input field.
- Address: An input field.
- Manager: An input field with a magnifying glass icon.

At the bottom are "Save" and "Close" buttons.

Figure 10-88. Building Registration Screen1087

- ② Enter the details on the building registration screen and click the button .

- ③ If the save is successful, a 'Save successful' message pop up. If the save fails, a 'Save failed' message pop-up appears, and the error status of the new list is displayed in the confirmation details.

The screenshot shows the 'Building list' page after a successful save. The main table lists buildings with IDs S1079, S1080, S1081, S1082, and S1083. S1083 is highlighted in green and labeled 'Test New'. To the right, a 'Detail information' panel shows the building's name as 'Test New', site as 'LG CNS FKI', classification as 'Private building', explanation as 'update document', address as empty, manager as 'Q', and registered information as 'Dong Ngoc Hieu (2025-06-09 10:58)'. Below this is a 'Floor list' table with floors 0 through 5, each with its respective floor number and letter (N/A, 1F, 2F, 3F, 4F, 5F). At the bottom are 'New', 'Save', and 'Delete' buttons.

Figure 10-89. Building Registration Completed1088

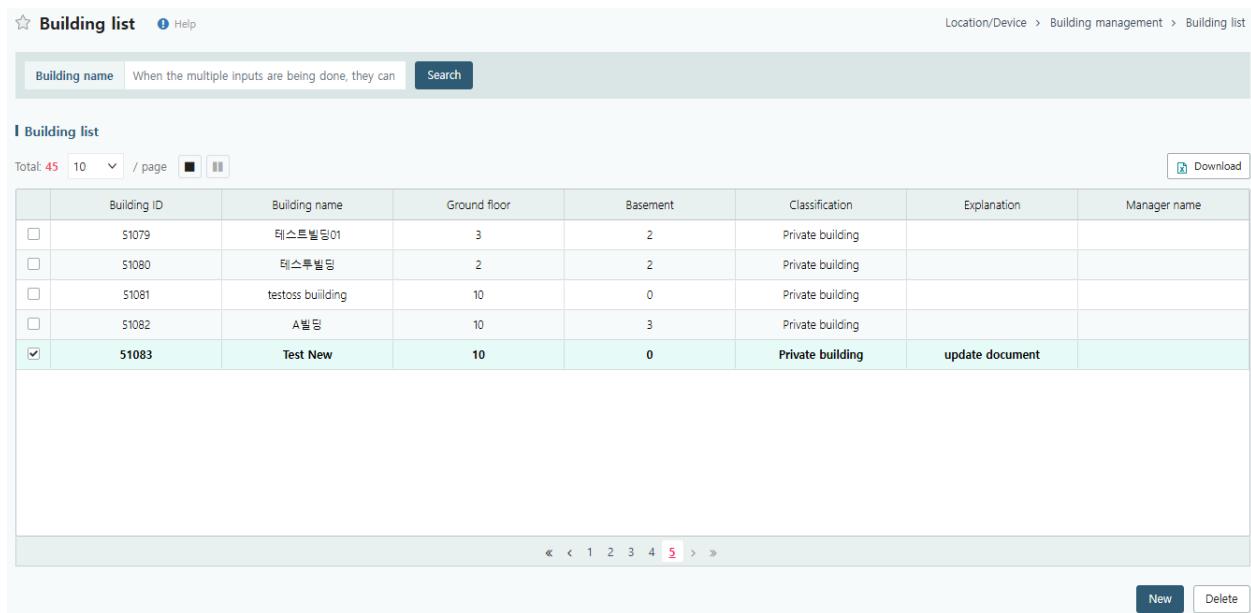
- ④ If the building registration is successful, the building will be added to the building list screen.

10.6.5 Deleting a building

The screenshot shows the 'Building list' page with 44 entries. The first few rows show buildings with IDs 1, 2, 12, 29, S0090, S0129, S0131, S0141, S0142, and S0143. The last entry, S0143, has a 'Delete' button next to it. The table includes columns for Building ID, Building name, Ground floor, Basement, Classification, Explanation, and Manager name.

Figure 10-90 Building Management Default Screen1089

- ⑤ You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of buildings that meet the conditions.
- ⑥ Select the building you want to delete from the list and click the button .
- ⑦ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.
- ⑧ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.



Building list

Total: 45 | 10 / page |

	Building ID	Building name	Ground floor	Basement	Classification	Explanation	Manager name
<input type="checkbox"/>	S1079	테스트빌딩01	3	2	Private building		
<input type="checkbox"/>	S1080	테스트빌딩	2	2	Private building		
<input type="checkbox"/>	S1081	testoss building	10	0	Private building		
<input type="checkbox"/>	S1082	A빌딩	10	3	Private building		
<input checked="" type="checkbox"/>	S1083	Test New	10	0	Private building	update document	

« < 1 2 3 4 > »

New Delete

Figure 10-91. Selecting to Delete Building1090

- ⑨ If you press the button  and select the building list to delete, you can view the detailed information on the right.

The screenshot shows a software interface for managing buildings. At the top, there's a header with a star icon, 'Building list', 'Help', and navigation links 'Location/Device > Building management > Building list'. Below the header is a search bar with fields for 'Building name' and a 'Search' button. To the right of the search bar are buttons for 'Download' and 'Print'. The main area is divided into three sections: 'Building list', 'Detail information', and 'Floor list'. The 'Building list' section contains a table with columns 'Building ID' and 'Building name', showing entries like S1079 (테스트빌딩01), S1080 (테스트빌딩), S1081 (testoss building), S1082 (A빌딩), and S1083 (Test New). The 'Detail information' section contains fields for 'Building name' (Test New), 'Site' (LG CNS FKI), 'Classification' (Private building), 'Explanation' (update document), 'Address' (empty), 'Manager' (empty), 'Registered Information' (Dong Ngoc Hieu (2025-06-09 10:58)), and 'Revision Information' (Dong Ngoc Hieu (2025-06-09 10:58)). The 'Floor list' section contains a table with columns 'Floor ID' and 'Floor', showing floors 0 through 5 with labels N/A, 1F, 2F, 3F, 4F, and SF respectively. At the bottom right are buttons for 'New', 'Save', and 'Delete'.

Figure 10-92. Building Detail Screen1091

- ⑩ Click button .
- ⑪ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.
- ⑫ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.
 - If the deletion of a building fails because an installation location is linked to the building, please either link the installation location to another building or delete the installation location in Location Management.
 - If the building deletion fails because the site is linked to the building, please delete (unlink) the building connected to the business site in the company/site management.

10.7 Connection Server Management

10.7.1 Basic screen configuration

You can manage various types of connection servers and modify, register, and delete them.

The screenshot shows a web-based management interface for connection servers. At the top, there are search filters for 'Connection server type' (Total), 'Company/Site' (Select), 'Connection method' (Total), and 'Connection server name'. Below the filters is a search bar labeled 'Search'. The main area is titled 'Connection server list' and displays a table with 10 rows of data. The columns are: Connection server ID, Connection server type, Connection server name, Connection server IP, Company name, Number of site, and Number of device. The data includes entries like T1001 (SmartConnect, 트립플관, 10.62.16.85, LG CNS, 8, 290) and T1071 (SmartConnect, 서브월_마곡_업무지원시설, 10.58.208.205, D&O, 2, 35). A navigation bar at the bottom shows page 1 of 10. A 'New' button is located in the bottom right corner of the table area.

Connection server ID	Connection server type	Connection server name	Connection server IP	Company name	Number of site	Number of device
T1001	SmartConnect	트립플관	10.62.16.85		8	290
T1002	SmartConnect	LG CNS 가산IDC 터미널서버	10.62.16.20	LG CNS	1	75
T1010	SmartConnect	LG CNS 상암 터미널서버	10.62.17.4	LG CNS	1	347
T1026	SmartConnect	LGCNS 부산센터 영상저장서버 #1	10.62.90.52	LG CNS	1	24
T1027	SmartConnect	LGCNS 부산센터 영상저장서버 #2	10.62.147.20	LG CNS	1	27
T1028	SmartConnect	LGCNS 부산센터 영상저장서버 #3	10.62.90.54	LG CNS	1	26
T1029	SmartConnect	LGCNS 부산센터 영상저장서버 #4	10.62.90.55	LG CNS	1	25
T1067	SmartConnect	LGCNS LG사이언스파크E13 터미널...	10.229.149.142	LG CNS	1	369
T1068	SmartConnect	LGCNS LG사이언스파크E14 터미널...	10.229.149.141	LG CNS	1	261
T1071	SmartConnect	서브월_마곡_업무지원시설	10.58.208.205	D&O	2	35

Figure 10-93. Connection Server Management Basic Screen1092

- ① Location/Device > Enter the Connection Server Management menu.

10.7.2 Connection Server Lookup

The screenshot shows a web-based application for managing connection servers. At the top, there are search filters for 'Connection server type' (Total), 'Company/Site' (Select), 'Connection server name' (Total), and 'Connection method' (Total). Below the filters is a search bar with a 'Search' button. The main area is titled 'Connection server list' and displays a table with 45 rows. The columns are: Connection server ID, Connection server type, Connection server name, Connection server IP, Company name, Number of site, and Number of device. The table includes a header row with checkboxes for selection. At the bottom of the table, there is a navigation bar with page numbers (1, 2, 3, 4, 5) and a 'New' button.

Connection server ID	Connection server type	Connection server name	Connection server IP	Company name	Number of site	Number of device
T1001	SmartConnect	트원동관	10.62.16.85		8	290
T1002	SmartConnect	LG CNS 가산IDC 터미널서버	10.62.16.20	LG CNS	1	75
T1010	SmartConnect	LG CNS 상암 터미널서버	10.62.17.4	LG CNS	1	347
T1026	SmartConnect	LGCNS 부산센터 영상저장서버 #1	10.62.90.52	LG CNS	1	24
T1027	SmartConnect	LGCNS 부산센터 영상저장서버 #2	10.62.147.20	LG CNS	1	27
T1028	SmartConnect	LGCNS 부산센터 영상저장서버 #3	10.62.90.54	LG CNS	1	26
T1029	SmartConnect	LGCNS 부산센터 영상저장서버 #4	10.62.90.55	LG CNS	1	25
T1067	SmartConnect	LGCNS LG사이언스파크E13 터미널...	10.229.149.142	LG CNS	1	369
T1068	SmartConnect	LGCNS LG사이언스파크E14 터미널...	10.229.149.141	LG CNS	1	261
T1071	SmartConnect	서브원_마곡_업무지원시설	10.58.208.205	D&O	2	35

Figure 10-94. Connection Server List1093

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of connected servers that meet the conditions.

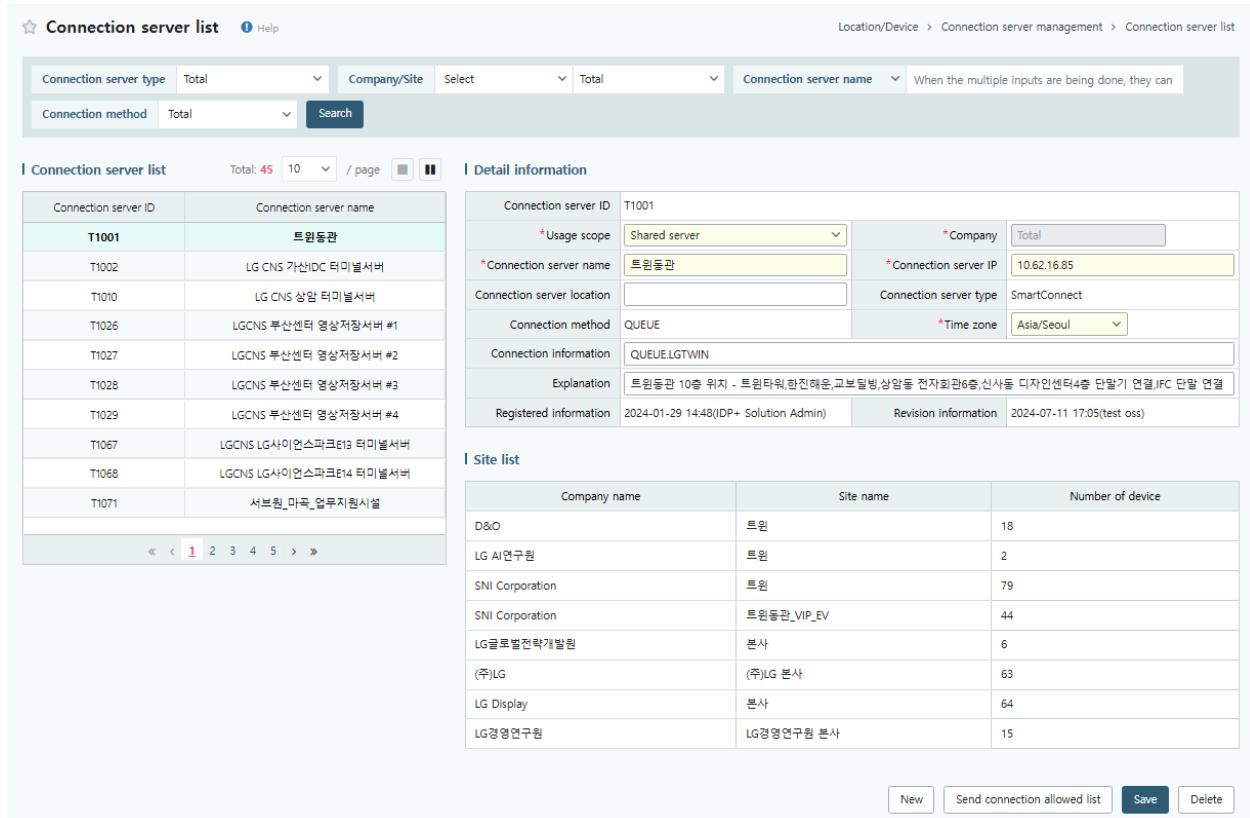
Basic search criteria	Connection Server Type	- Multi-selectable All/SmartConnect/SenseLink
	Company/Site	- Single company selection - Multiple business sites
	Connection server name	- Multiple inputs, separated by ", ", up to 100 characters
	Connection method	- Single selection of Queue/SmartConnect connection

- ② If there is a query result in the connection server list, you can download the result as an Excel file.

► Excel Download

- ① Click the button located at the top right of the list of connected servers.

- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.
- ③ If you press the button  and select a list of connecting servers, you can view the detailed information on the right side.



The screenshot shows two pages of a web-based management interface for connection servers.

Connection server list:

- Header: Connection server list, Help, Location/Device > Connection server management > Connection server list.
- Filter: Connection server type (Total), Company/Site (Select), Connection server name (Total), When the multiple inputs are being done, they can be used.
- Search: Connection method (Total), Search button.
- Table: Connection server list showing 45 entries. Column headers: Connection server ID, Connection server name. Data includes T1001 (트원동관), T1002 (LG CNS 가산IDC 터미널서버), etc.
- Pagination: Total: 45, 10 / page, navigation buttons («, <, 1, 2, 3, 4, 5, >, »).

Detail information:

- Header: Connection server ID (T1001), Detail information.
- Form fields:

*Usage scope	Shared server	*Company	Total
*Connection server name	트원동관	*Connection server IP	10.62.16.85
Connection server location		Connection server type	SmartConnect
Connection method	QUEUE	*Time zone	Asia/Seoul
Connection information	QUEUE.LGTWIN	Explanation: 트원동관 10층 위치 - 트원타워, 한진해운, 고보빌딩, 상암동 전자회관 6층 신사동 디자인센터 4층 단말기 연결, IFC 단말 연결	
Registered information	2024-01-29 14:48(DP+ Solution Admin)	Revision information	2024-07-11 17:05(test oss)
- Table: Site list showing company names, site names, and number of devices. Data includes D&O (트원, 18), LG AI연구원 (트원, 2), SNI Corporation (트원, 79), etc.
- Buttons: New, Send connection allowed list, Save, Delete.

Figure 10-95. Connection Server Detailed Inquiry1094

- ④ Press the button  and select one connection server list to proceed to the connection server detail page.

The screenshot shows the 'Connection server details' page. At the top, there's a navigation bar: Location/Device > Connection server management > Connection server details. Below it is a 'Basic Information' section with fields like Connection server ID (T1001), Usage scope (Shared server), Company (Total), Connection server name (트원동관), Connection server IP (10.62.16.85), Connection server location, Connection method (QUEUE), Connection type (SmartConnect), Time zone (Asia/Seoul), Connection information (QUEUE.LGTWIN), Site (D&O 트원, LG AI연구원 트원, SNI Corporation 트원, 5 more...), Explanation (트원동관 10층 위치 - 트원타워, 한진하운, 고보빌딩, 상암동 전자회관 6층, 신사동 디자인센터 4층 단말기 연결), Registered information (2024-01-29 14:48 (IDP+ Solution Admin)), and Revision information (2024-07-11 17:05 (test oss)). Buttons for Save and Delete are at the bottom right.

Below this is a 'Device list' section. It shows a table with columns: Device ID, Company/Site, Building/Floor, Location, Device type, Device IP, Device name, and Device stat... . The table contains 14 rows of data. At the bottom of the table are navigation links for pages 1 through 10. A 'Send connection allowed list' button is located above the table, and a 'Download' button is located to the right of the table.

Figure 10-96. Connection Server Detail Screen1095

- ⑤ If there is a query result in the device list, you can download the result as an Excel file.

► Excel Download

- ① Press the button located on the top right of the device.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

10.7.3 Modifying the Connection Server

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of connected servers that meet the conditions.

Building list

Total: 45	10	/ page					
	Building ID	Building name	Ground floor	Basement	Classification	Explanation	Manager name
<input type="checkbox"/>	S1079	테스트빌딩01	3	2	Private building		
<input type="checkbox"/>	S1080	테스트빌딩	2	2	Private building		
<input type="checkbox"/>	S1081	testoss building	10	0	Private building		
<input type="checkbox"/>	S1082	A빌딩	10	3	Private building		
<input checked="" type="checkbox"/>	S1083	Test New	10	0	Private building	update document	

« < 1 2 3 4 5 > »

[New](#) [Delete](#)

Figure 10-97. Connection Server List1096

- ② If you press the button and select a list of connecting servers, you can view the detailed information on the right side.

Connection server list

Connection server type	Total	/ page				Company/Site	Select	Total	Connection server name	When the multiple inputs are being done, they can
Connection method	Total									

I Connection server list

Connection server ID	Connection server name
T1001	트원동관
T1002	LG CNS 가산IDC 터미널서버
T1010	LG CNS 상암 터미널서버
T1026	LGCNS 부산센터 영상저장서버 #1
T1027	LGCNS 부산센터 영상저장서버 #2
T1028	LGCNS 부산센터 영상저장서버 #3
T1029	LGCNS 부산센터 영상저장서버 #4
T1067	LGCNS LG사이언스파크E13 터미널서버
T1068	LGCNS LG사이언스파크E14 터미널서버
T1071	서브원_마곡_업무지원시설

I Detail information

Connection server ID	T1001
*Usage scope	Shared server
*Company	Total
*Connection server name	트원동관
*Connection server IP	10.62.16.85
Connection server location	
Connection server type	SmartConnect
Connection method	QUEUE
*Time zone	Asia/Seoul
Connection information	QUEUE.LGTWIN
Explanation	트원동관 10층 위치 - 트원타워,한진해운,교보빌딩,상암동 전자회관6동,신사동 디자인센터4층 단말기 연결,IFC 단말 연결
Registered information	2024-01-29 14:48(IDP+ Solution Admin)
Revision information	2024-07-11 17:05(test oss)

I Site list

Company name	Site name	Number of device
D&O	트원	18
LG AI연구원	트원	2
SNI Corporation	트원	79
SNI Corporation	트원동관_VIP_FV	44
LG글로벌전략개발원	본사	6
(주)LG	(주)LG 본사	63
LG Display	본사	64
LG경영연구원	LG경영연구원 본사	15

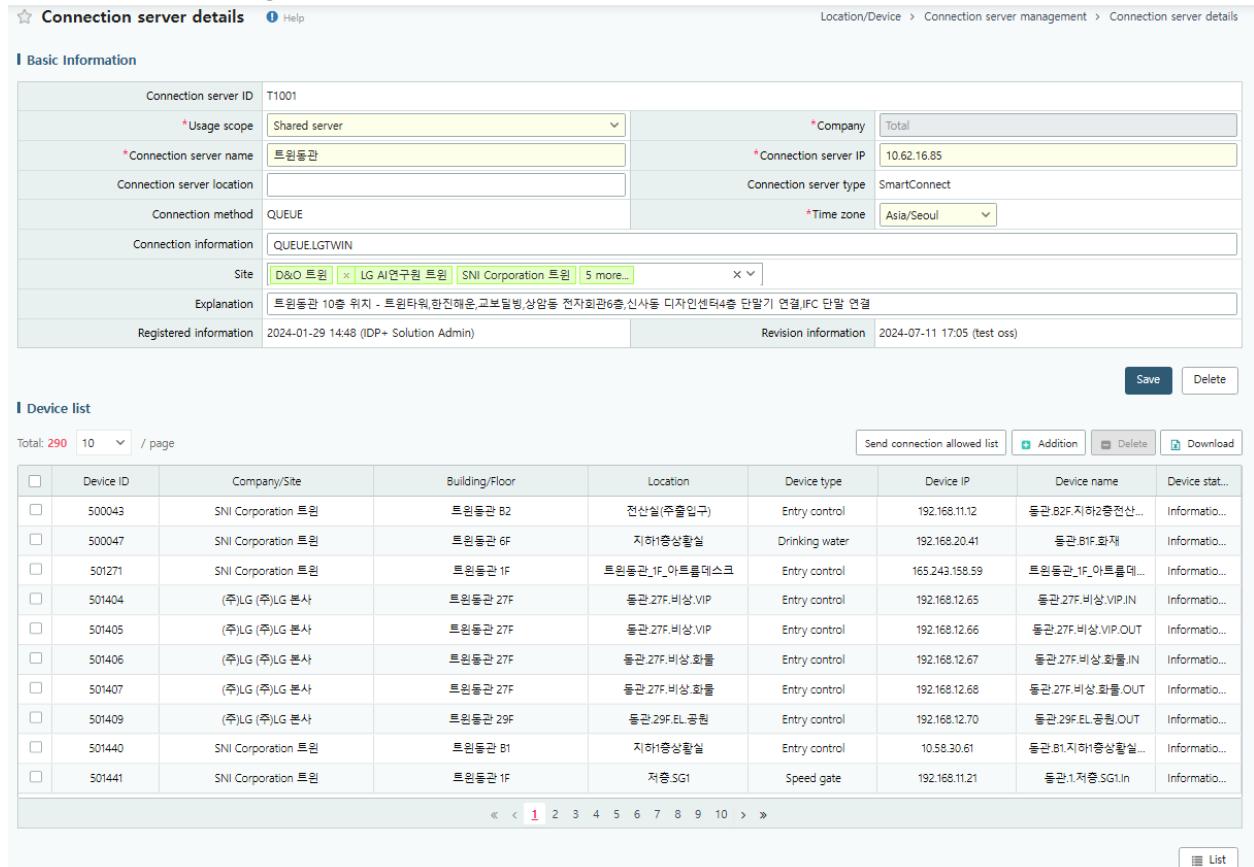
[New](#) [Send connection allowed list](#) [Save](#) [Delete](#)

Figure 10-98. Connection Server Detailed Inquiry1097

- ③ Edit the details of the connecting server and click the button .

- ④ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

- ⑤ Press the button  and select one connection server list to proceed to the connection server detail page.



The screenshot shows the 'Connection server details' page. At the top, there are tabs for 'Basic Information', 'Device list', and 'Advanced settings'. The 'Basic Information' tab is active, displaying fields for Connection server ID (T1001), Usage scope (Shared server), Connection server name (트원동관), Company (Total), Connection server IP (10.62.16.85), Connection server location (QUEUE), Connection method (QUEUE), Connection server type (SmartConnect), Time zone (Asia/Seoul), Connection information (QUEUE.LGTWIN), Site (D&O 트원, LG AI 연구원 트원, SNI Corporation 트원, 5 more...), Explanation (트원동관 10층 위치 - 트원타워, 한진해운, 고보빌딩, 상암동 전자회관 6층, 신사동 디자인센터 4층 단말기 연결 IFC 단말 연결), Registered information (2024-01-29 14:48 (IDP+ Solution Admin)), and Revision information (2024-07-11 17:05 (test oss)). Below this is a 'Send connection allowed list' button and a 'Delete' button. The 'Device list' tab is selected, showing a table with columns: Device ID, Company/Site, Building/Floor, Location, Device type, Device IP, Device name, and Device stat... . There are 290 total entries, with 10 shown per page. The table lists various devices across different floors and locations, such as B2F, 1F, 2F, 3F, etc., with their respective device types like Entry control, Speed gate, etc. At the bottom of the table are navigation links for pages 1 through 10. A 'Save' button is located at the top right of the main content area.

Figure 10-99 Connection Server Detail Screen1098

- ⑥ Edit the details of the connecting server and click the button .
- ⑦ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

► Equipment modifications

- ① When you click the button , the equipment list screen appears.

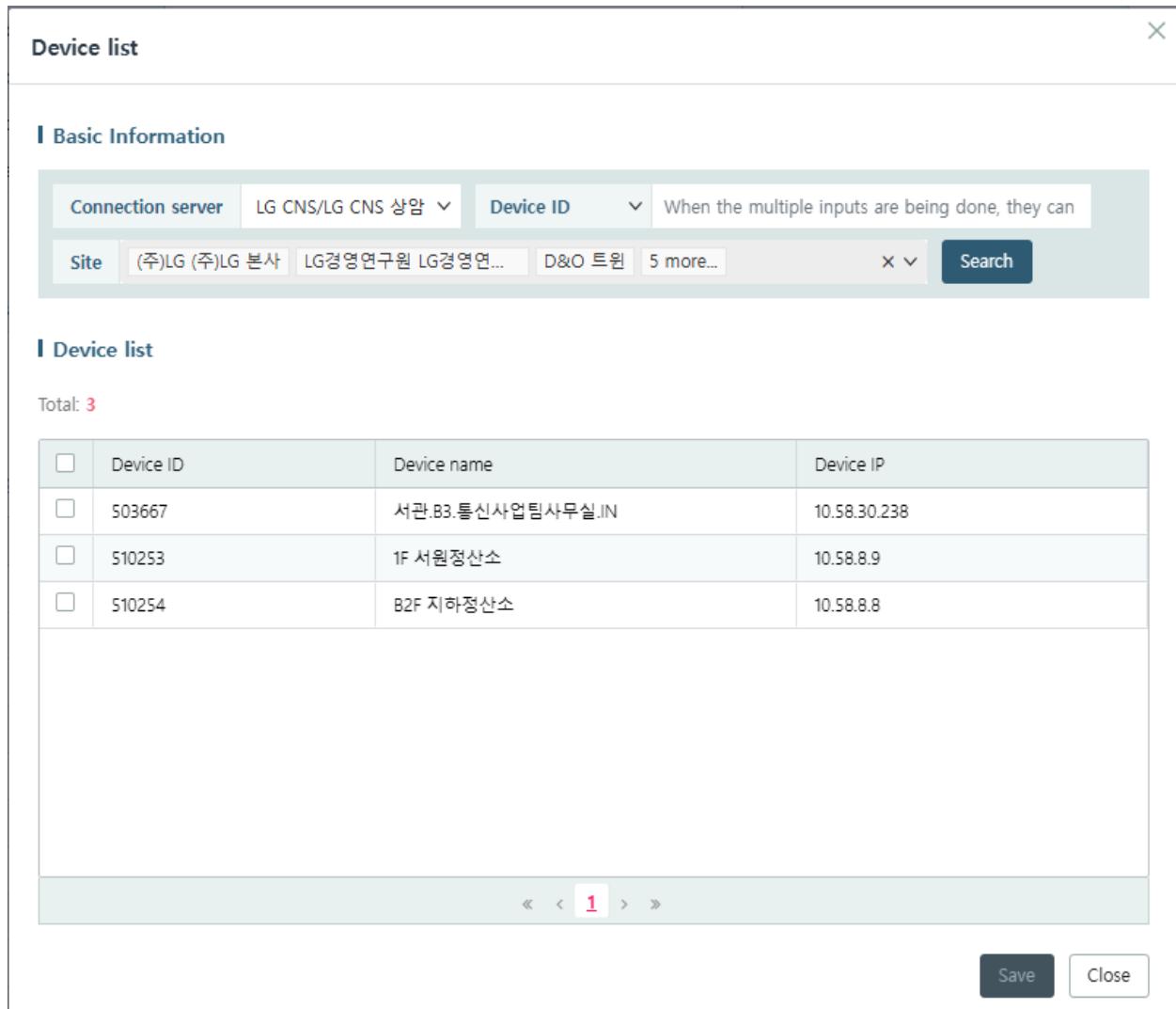


Figure 10-100. Equipment add-on screen1099

- ② Enter the equipment search conditions in the search conditions and press the button **Search** to search the equipment. Select the equipment you want to add from the viewed devices and click the button **Save**.
- ③ Select the device you want to delete from the connection server details and click the button **Delete**.
- ④ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.

10.7.4 Register Connection Server

	Connection server ID	Connection server type	Connection server name	Connection server IP	Company name	Number of site	Number of device
<input type="checkbox"/>	T1001	SmartConnect	트원통관	10.62.16.85		8	290
<input type="checkbox"/>	T1002	SmartConnect	LG CNS 가산IDC 터미널서버	10.62.16.20	LG CNS	1	75
<input type="checkbox"/>	T1010	SmartConnect	LG CNS 상암 터미널서버	10.62.17.4	LG CNS	1	347
<input type="checkbox"/>	T1026	SmartConnect	LGCNS 부산센터 영상저장서버 #1	10.62.90.52	LG CNS	1	24
<input type="checkbox"/>	T1027	SmartConnect	LGCNS 부산센터 영상저장서버 #2	10.62.147.20	LG CNS	1	27
<input type="checkbox"/>	T1028	SmartConnect	LGCNS 부산센터 영상저장서버 #3	10.62.90.54	LG CNS	1	26
<input type="checkbox"/>	T1029	SmartConnect	LGCNS 부산센터 영상저장서버 #4	10.62.90.55	LG CNS	1	25
<input type="checkbox"/>	T1067	SmartConnect	LGCNS LG사이언스파크E13 터미널...	10.229.149.142	LG CNS	1	369
<input type="checkbox"/>	T1068	SmartConnect	LGCNS LG사이언스파크E14 터미널...	10.229.149.141	LG CNS	1	261
<input type="checkbox"/>	T1071	SmartConnect	서브원_마곡_업무지원시설	10.58.208.205	D&O	2	35

Figure 10-101. Connection Server List10100

- ① Click the button on the list of connecting servers.

Figure 10-102. Connection Server Registration Screen10101

- ② Enter the connection server information in the basic information.
 ③ If you are adding a business location, press the button .

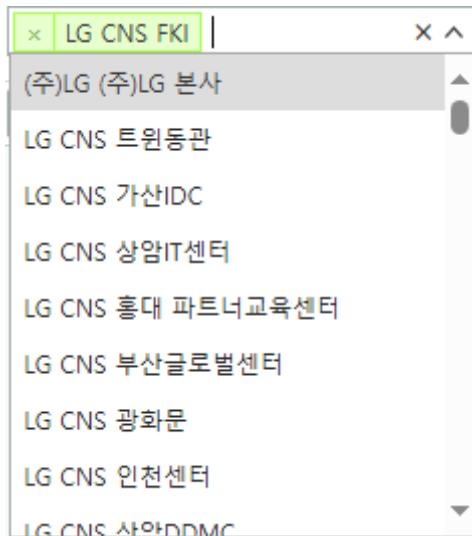


Figure 10-103. Business site addition screen10102

- ④ Select the site you want to add from the Add Business Place screen and click the **Confirm** button.

This screenshot shows the '연결서버 등록' (Connection Server Registration) screen. It has a header with tabs like '도움말', '위치/장비', '연결서버 관리', and '연결서버 등록'. The main area is titled '기본정보' (Basic Information) and contains the following fields:

- * 사용범위: 공유서버
- * 연결서버명: (주)LG (주)LG 본사
- * 회사: 전체
- * 연결서버위치:
- * 연결서버IP:
- * 연결서버유형: SmartConnect
- * 연결방식: QUEUE
- * 타일존: 선택
- * 연결정보:
- * 사업장: (주)LG (주)LG 본사, LG CNS 마곡사이언스...
- * 설명:

At the bottom right are buttons for '저장' (Save) and '취소' (Cancel).

Figure 10-104. Connection Server Registration Screen – Add Business Place10103

- ⑤ Click button **Save** at the bottom.

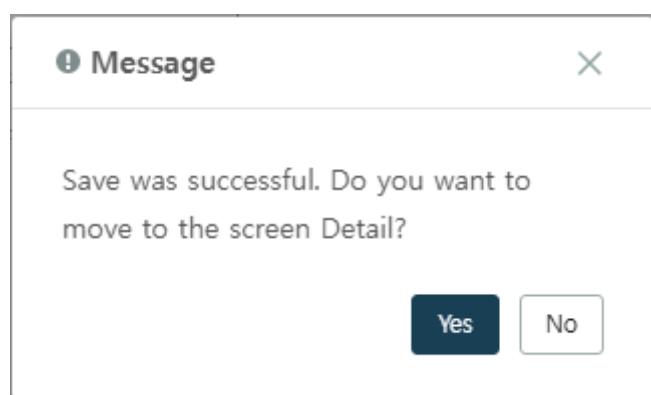
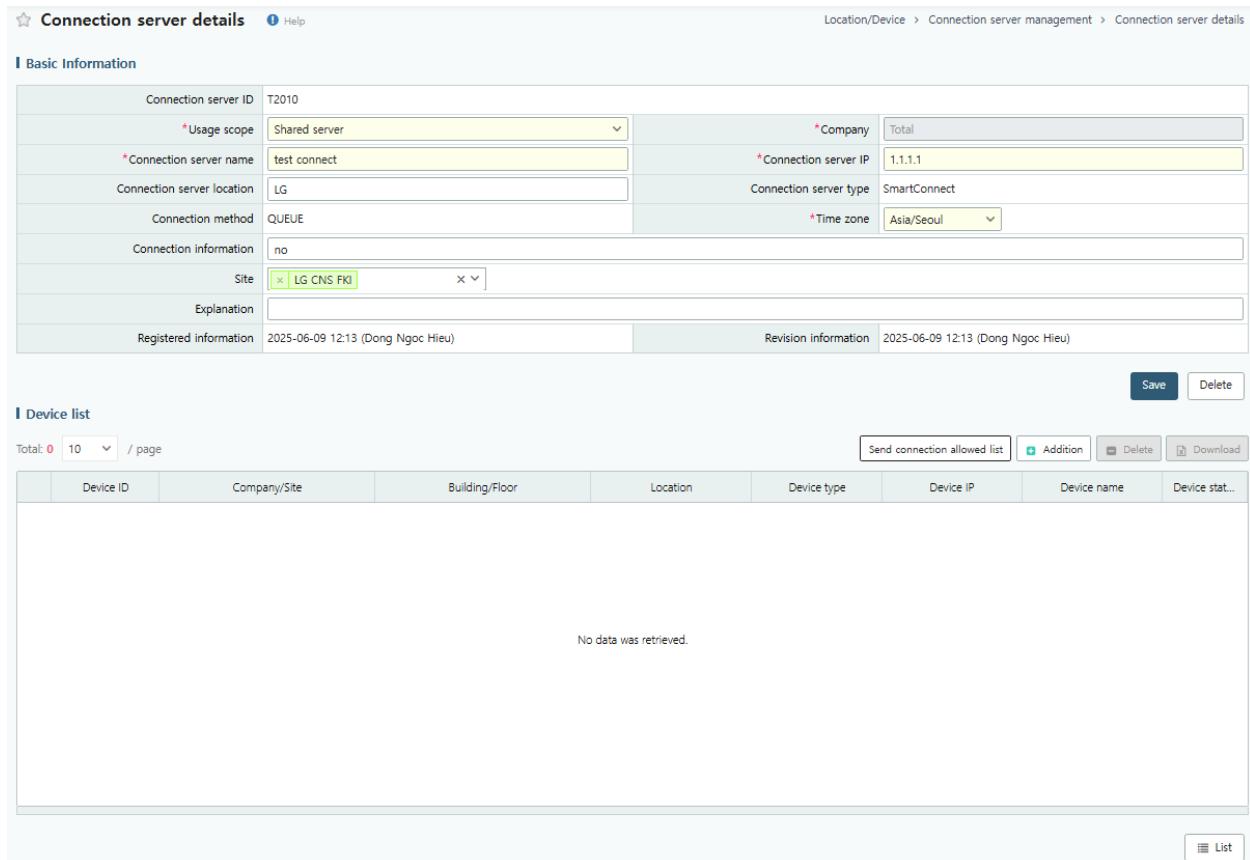


Figure 10-105. Save confirmation screen10104

- ⑥ Click the button  to go to the connection server detail screen.



The screenshot shows the 'Connection server details' screen. At the top, there is a 'Basic Information' section with fields for Connection server ID (T2010), Usage scope (Shared server), Company (Total), Connection server name (test connect), Connection server IP (1.1.1.1), Connection server location (LG), Connection server type (SmartConnect), Connection method (QUEUE), Time zone (Asia/Seoul), Connection information (no), Site (LG CNS FKI), Explanation, Registered information (2025-06-09 12:13 (Dong Ngoc Hieu)), and Revision information (2025-06-09 12:13 (Dong Ngoc Hieu)). Below this is a 'Device list' section with a table header for Device ID, Company/Site, Building/Floor, Location, Device type, Device IP, Device name, and Device stat... A message 'No data was retrieved.' is displayed below the table. At the bottom right of the page, there is a 'List' button.

Figure 10-106. Connection Server Detail Screen10105

10.7.5 Delete Connection Server

The screenshot shows a web-based application interface for managing connection servers. At the top, there are search filters for 'Connection server type' (Total), 'Company/Site' (Select), 'Connection method' (Total), and 'Connection server name'. Below the filters is a search bar and a 'Search' button. The main area is titled 'Connection server list' and displays a table with 45 entries. The table columns include 'Connection server ID', 'Connection server type', 'Connection server name', 'Connection server IP', 'Company name', 'Number of site', and 'Number of device'. Each row has a checkbox in the first column. At the bottom of the table, there are navigation arrows and a 'New' button.

Figure 10-107. Connection Server List10106

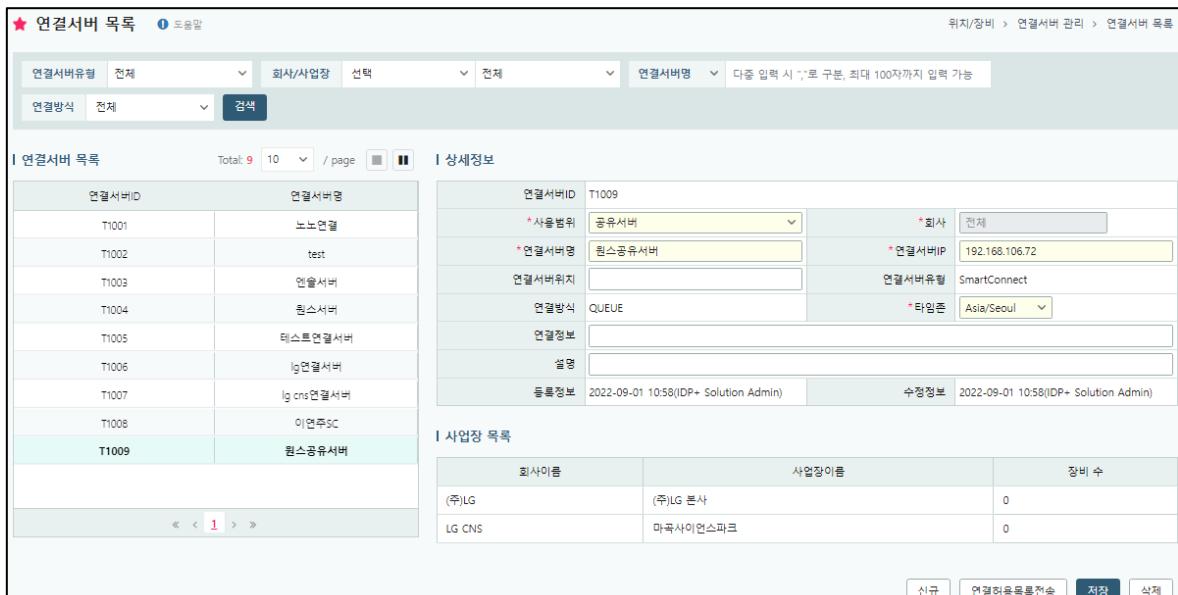
- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to view the list of connected servers that meet the conditions.
- ② If you press the button and select the list of connected servers to delete, you can view the detailed information on the right.

This screenshot shows a detailed view of a connection server from the list. The left side shows a table of connection servers with one row highlighted in green for 'T2010'. The right side shows a 'Detail information' form for this specific server. The form fields include: Connection server ID (T2010), Usage scope (Shared server), Company (Total), Connection server name (test connect), Connection server IP (1.1.1.1), Connection server location (LG), Connection server type (SmartConnect), Connection method (QUEUE), Time zone (Asia/seoul), Connection information (no), Explanation (empty), Registered information (2025-06-09 12:13(Dong Ngoc Hieu)), and Revision information (2025-06-09 12:13(Dong Ngoc Hieu)). Below the detail form is a 'Site list' table with one entry: Company name (LG CNS), Site name (FKI), and Number of device (0). At the bottom are buttons for 'New', 'Send connection allowed list', 'Save', and 'Delete'.

Figure 10-108. Connection Server Detailed Inquiry10107

- ③ Click button  .
- ④ A 'Are you sure you want to delete it?' message will appear and click the 'Yes' button.
- ⑤ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.

10.7.6 Connection Server Transfer

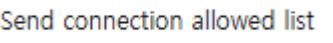


연결서버ID	연결서버명
T1001	노노언걸
T1002	test
T1003	언율서버
T1004	원스서버
T1005	테스트연결서버
T1006	lg cnx연결서버
T1007	lg cnx연결서버
T1008	이연주SC
T1009	원스공유서버

상세정보	
연결서버ID	T1009
* 사용법위	공유서버
* 연결서버명	원스공유서버
연결서버위치	
연결방식	QUEUE
연결정보	
설명	
등록정보	2022-09-01 10:58(IDP+ Solution Admin)
수정정보	2022-09-01 10:58(IDP+ Solution Admin)

사업장 목록		
회사이름	사업장이름	장비 수
(주)LG	(주)LG 본사	0
LG CNS	마곡사이언스파크	0

Figure 10-109. Connection Server Detailed Inquiry10108

- ① Click button  .
- ② If the sync is successful, a 'Sync successful' message pop up. Sync on
- ③ If it fails, a "Sync failed" message and the reason for the failure appear in the message pop-up.
- ④ Press the button  and select one connection server list to proceed to the connection server detail page.

★ 연결서버 상세 도움말 위치/장비 > 연결서버 관리 > 연결서버 상세

I 기본정보

연결서버ID	T1001		
*사용범위	전용서버		
*연결서버명	노노연결		
연결서버위치			
연결방식	QUEUE		
연결정보	QUEUE-NO		
사업장	LG CNS 마곡사이언스파크		
설명			
등록정보	2022-08-20 10:27 (노원역)	수정정보	2022-08-20 10:27 (노원역)

저장 삭제

I 장비 목록

Total: 2 10 / page

<input type="checkbox"/>	장비ID	회사/사업장	별당/증	설치위치	장비유형	장비IP	장비명	장비상태
<input type="checkbox"/>	1000	LG CNS 마곡사이언스파크	노노빌딩 1F	노노위치	출입통제	192.168.0.83	노노XID	정보등록
<input type="checkbox"/>	1033	LG CNS 마곡사이언스파크	원스빌딩 1F	원스출입문	출입통제	192.168.0.84	원스XID 64	정보등록

« < 1 > »

목록

Figure 10-110. Connection Server Detail Screen10109

⑤ Click button

Send connection allowed list

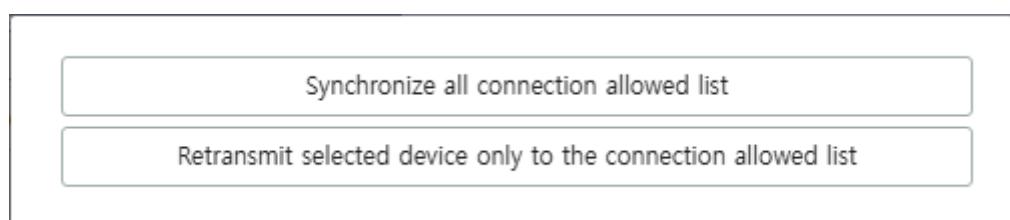


Figure 10-111. Selecting the Transfer Option10110

- ⑥ If you want a full sync, click the 'Sync all connection whitelist' button. If you are resending only selected devices, select the equipment and click the 'Resend only selected devices to the connection whitelist' button.
- ⑦ If the sync is successful, a 'Sync successful' message pops up. If the sync fails, the message "Sync failed" and the reason for the failure appear in the message pop-up.

10.8 Device transmission history

10.8.1 Basic screen configuration

You can view the transmission history information sent to the equipment.

The screenshot shows the 'Device transmission history' interface. At the top, there are two dropdown menus for 'Company/Site' and 'Building/Floor', both set to 'Total'. Below these are filters for 'Transmission date and time' (from 2025.06.02 11:22 to 2025.06.08 23:59) and 'Device name'. A 'Search' button and a 'Detailed search' dropdown are also present. The main area displays a table titled 'Device transmission history' with three rows of data. The columns include Company/Site, Transmission type, Device ID, Device IP(MAC address), Building/Floor, Device name, Transmission date and time, Response date and time, and Transmission result. The data shows three entries from SNI Corporation's '트원' site, all of which failed (Fail). The table has a header row with icons for sorting and filtering.

Company/Site	Transmission type	Device ID	Device IP(MAC address)	Building/Floor	Device name	Transmission date and time	Response date and time	Transmis
SNI Corporation 트원	Terminal setting inquiry	500043	192.168.11.12	트원동관 B2	동관 B2F.지하2층전산실.JN	2025-06-03 12:07		Fail
SNI Corporation 트원	Terminal setting inquiry	500043	192.168.11.12	트원동관 B2	동관 B2F.지하2층전산실.JN	2025-06-03 12:07		Fail
SNI Corporation 트원	Terminal setting change	500043	192.168.11.12	트원동관 B2	동관 B2F.지하2층전산실.JN	2025-06-03 12:09		Fail

Figure 10-112. Device transmission history basic screen10111

- ① Location/Equipment > Enter the Device Transmission History menu.

10.8.2 Equipment transmission history inquiry

Company/Site	Transmission type	Device ID	Device IP(MAC address)	Building/Floor	Device name	Transmission date and time	Response date and time	Transmis
SNI Corporation 트원	Terminal setting inquiry	500043	192.168.11.12	트원동관 B2	동관 B2F.지하2층전산실.IIN	2025-06-03 12:07		Fai
SNI Corporation 트원	Terminal setting inquiry	500043	192.168.11.12	트원동관 B2	동관 B2F.지하2층전산실.IIN	2025-06-03 12:07		Fai
SNI Corporation 트원	Terminal setting change	500043	192.168.11.12	트원동관 B2	동관 B2F.지하2층전산실.IIN	2025-06-03 12:09		Fai

Figure 10-113. Equipment transmission history basic screen10112

- ① You can enter it in the search condition input box located at the top of the screen and press the search button on the right to search the list that meets the conditions.
- ② If you press the button located to the right of the search button, you will see the search conditions that you can enter more search conditions.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Building/Floor	- Shown according to the selected company/site, single selection
	Delivery Date	- From Date, Time / To Enter Date, Time
	Equipment Name	- Single selection from equipment name/equipment IP/equipment ID/equipment designation - When selecting equipment designation, multiple selections of specific equipment are available in the pop-up
	Transmission Type	- Multiple selection of access problem words/terminal control/access policies - When selecting access problem words, multiple selections of administrator open/administrator closure are possible - When selecting terminal control, multiple choices are possible

		to view terminal settings/change terminal settings - When selecting access policy, select user policy
Detailed Conditions	Location Name	- Multiple inputs, separated by ",", up to 100 characters
	Product Family/Equipment Model	- XID/UNION/IRISID/Senselink/Multifunction Device/Camera/Beacon can be selected - Equipment model is displayed according to the selected product group and multiple selections are possible
	Equipment Type	- Access Control/Speed Gate/Fire Reception/Dinner/Commuting/Multifunction Device Terminal/Multifunction Equipment /Camera/Beacon Multi-selectable
	Connection Server	- It is shown according to the selected company/site, and multiple choices are possible

If there is a result searched in the device transfer history list, you can download the result as an Excel file.

► Excel Download

- ③ Press the button  located on the top right of the equipment transmission history.
- ④ According to your browser's settings, the Excel file will be saved in the Internet file download path.
- ⑤ If you press the button  and select one device transmission history list, you can view the detailed information on the right.

Device transmission history Help

Location/Device > Device transmission history > Device transmission history

Company/Site Total Transmission date and time Building/Floor Total Total
 Transmission date and time 2025.06.02 11:22 ~ 2025.06.08 23:59 Device name When the multiple inputs are being done, they can
 Transmission type Total Search Detailed search ☆

Device transmission history Total: 3 10 / page | **Detail information**

Transmission type	Device ID	Transmission date and time	Terminal setting inquiry	Company/Site	SNI Corporation 트원
Terminal setting inquiry	500043	2025-06-03 12:07	Device ID	500043	Device IP(MAC address) 192.168.11.12
Terminal setting inquiry	500043	2025-06-03 12:07	Building/Floor	트원동관 B2	Location name 전산실(주출입구)
Terminal setting change	500043	2025-06-03 12:09	Device name	동관 B2 지하 2층 전산실 IN	Device type Entry control
			Device model	XID2.0	Connection server 트원동관 (T1001)
			Transmission requester	LG CNS huypq (huypq)	
			Transmission screen	장비 상태	Transmission result Failure
			Transmission date and time	2025-06-03 12:07	Response date and time

< < 1 > >

Figure 10-114. Equipment transmission history detail screen10113

10.9 Device Status Monitoring

10.9.1 Basic screen configuration

The SecuXper IDP+ provides real-time monitoring of equipment health. If you leave the monitoring status in the starting state, you can check the equipment status event log immediately on the monitoring screen without having to look it up separately.

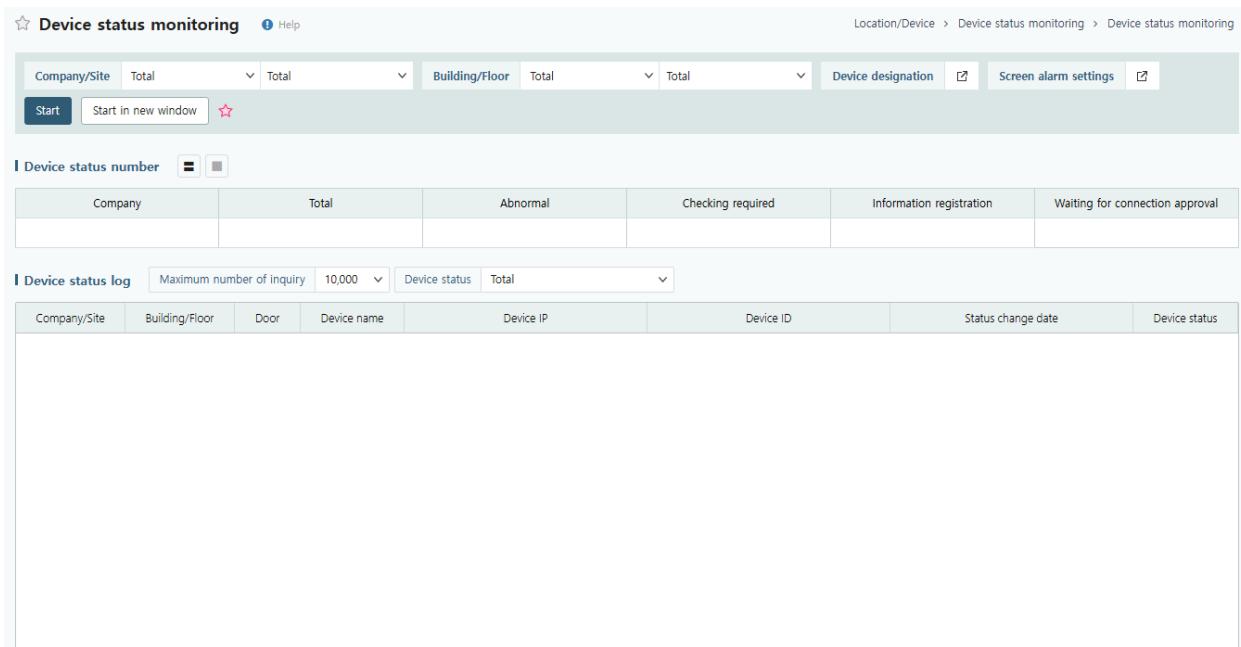


Figure 10-115. Device Status Monitoring10114

- ① Location/Equipment > Enter the Device Status Monitoring menu.
- ② On the equipment condition monitoring screen, search conditions, equipment condition number inquiry area, and equipment condition log inquiry area appear.

10.9.2 Setting Monitoring Conditions

After entering the monitored equipment information on the equipment status monitoring screen, you can check the real-time event log when you start monitoring.

Basic search criteria	Company/Site	- Single company selection - Multiple business sites
	Building/Floor	- Shown according to the selected company/site, single selection
	Equipment Designation	- Pop-ups (see separate description)
	Screen alarm setting	- Pop-ups (see separate description)

► Specify equipment

When monitoring the equipment status, you can specify specific equipment.

- ① On the equipment status monitoring screen, click the Device Specify pop-up button  among the search conditions.

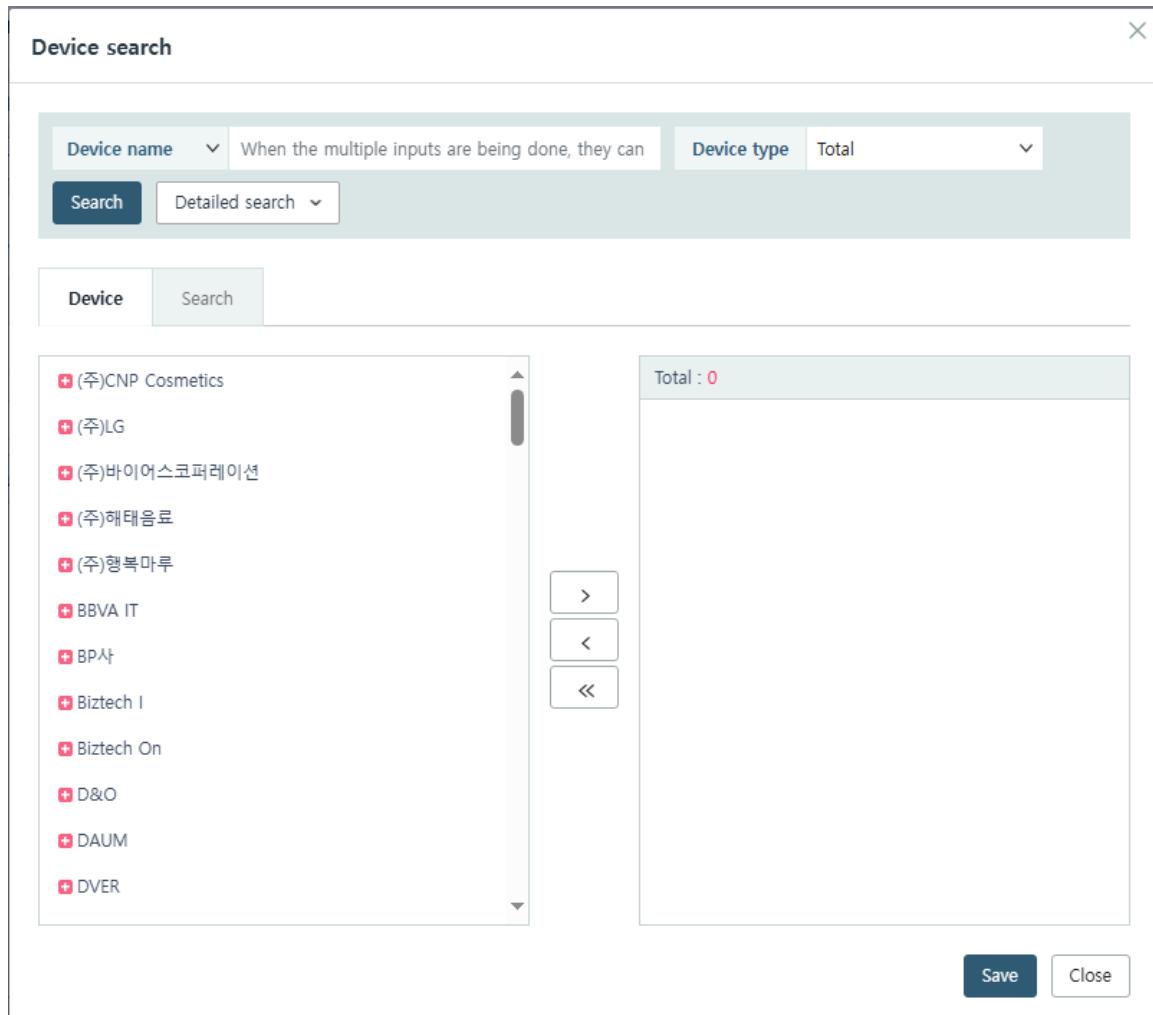


Figure 10-116. Equipment Search1010115

- ② The entire equipment list is displayed in the Device Search pop-up. Find and select the equipment you want to add, click the button , and it will be added to the list to add.
- ③ Also, enter the equipment you want to add directly into the search conditions and click the button
- ④ Select the devices you want to add in bulk with Ctrl+Mouse Click and click the button to add them to the list on the right.
- ⑤ When you are done selecting the equipment you want to add, click the button
- ⑥ The selected equipment will be added to the Assign Equipment field.

► Set an on-screen alarm

If you set an alarm for a specific event, you can set a real-time alarm to appear when the event occurs after the monitoring starts. Monitoring alerts are stored for each SecuXper

IDP+ login account, so once registered, you can continue to use them even if you log in again. The following describes how to set an on-screen alarm.

- ① Click the screen alarm setting pop-up button  among the search conditions on the equipment status monitoring screen.

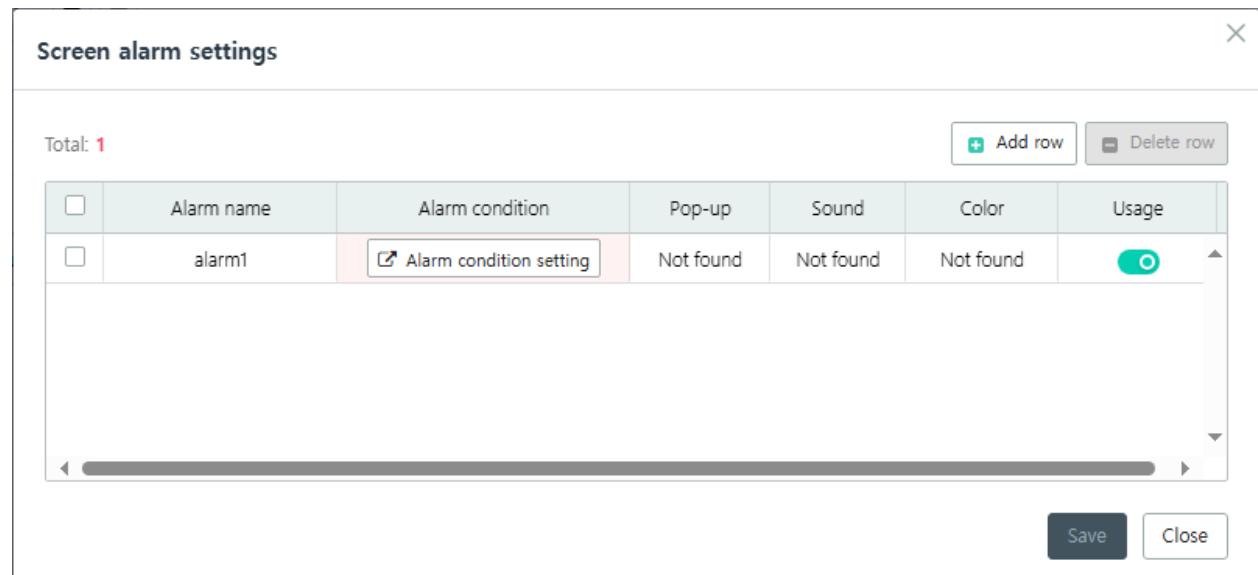


Figure 10-117. Screen alarm setting10116

- ② Click the button  in the screen alarm settings pop-up.
- ③ Click the button  for the alarm condition item in the newly added row.

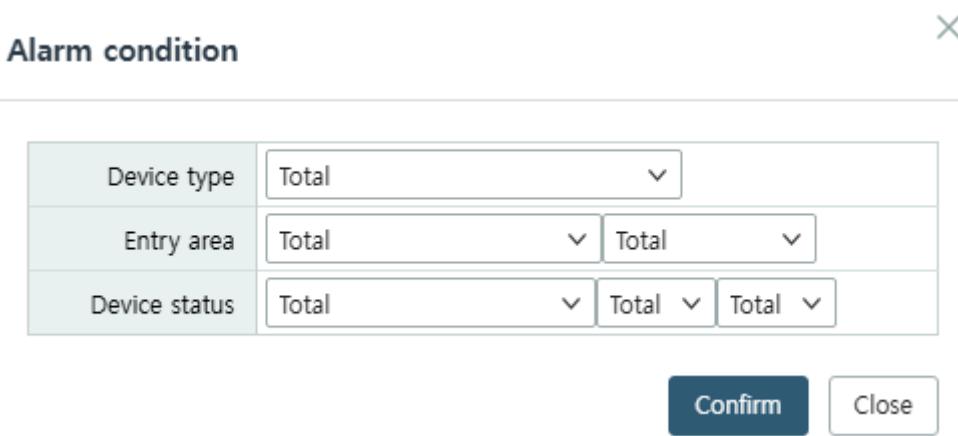


Figure 10-118. Setting alarm conditions10117

- ④ Select each item in the alarm condition pop-up.
 - Equipment Type: Access Control/Speed Gate/Fire Reception/Dinner/Commuting
 - Entrance Station: Company, Entrance Station (Office Area/Main Entrance/Control Area)

- Equipment Condition: Equipment Status/Equipment Connection Status (Refer to the image below)

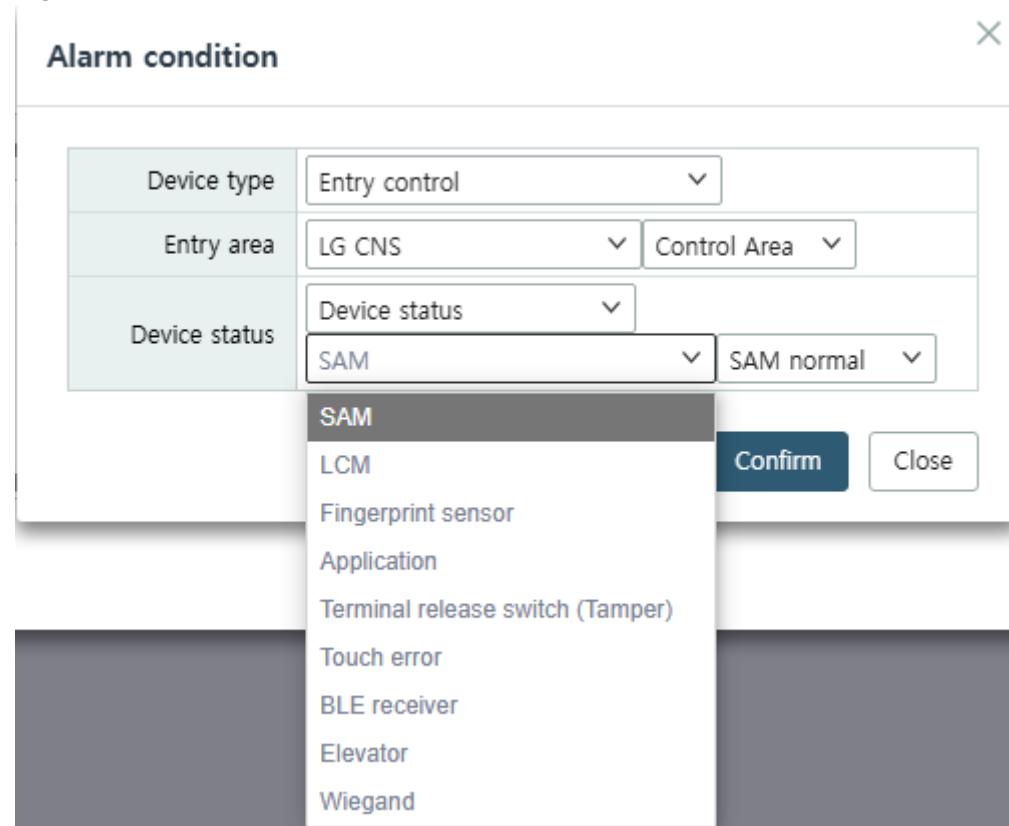


Figure 10-119. Alarm Conditions – Equipment Status10118

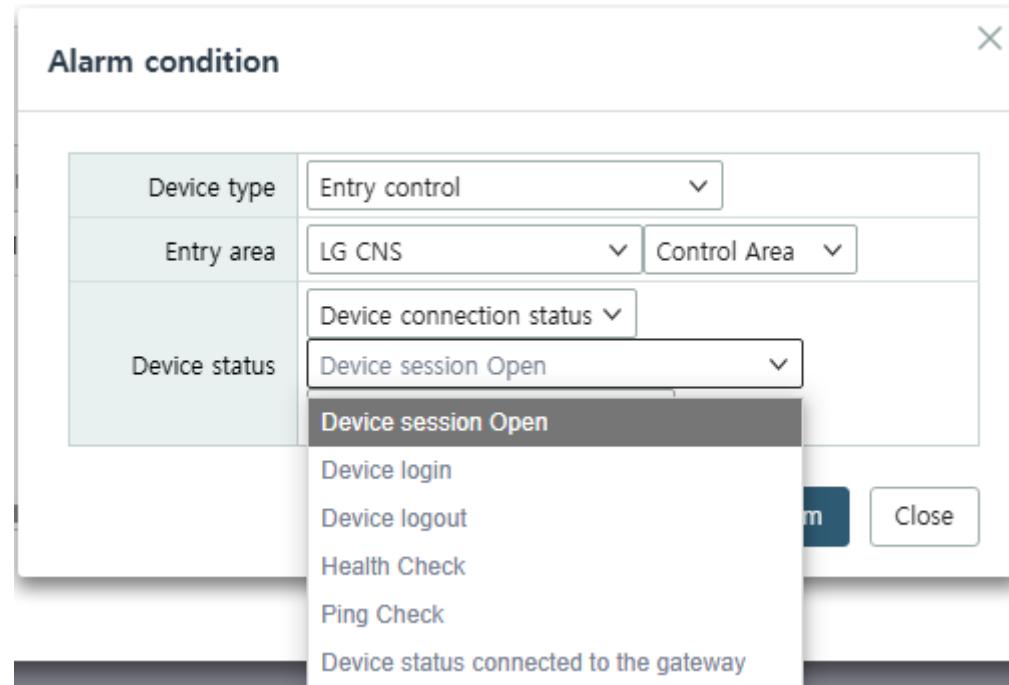
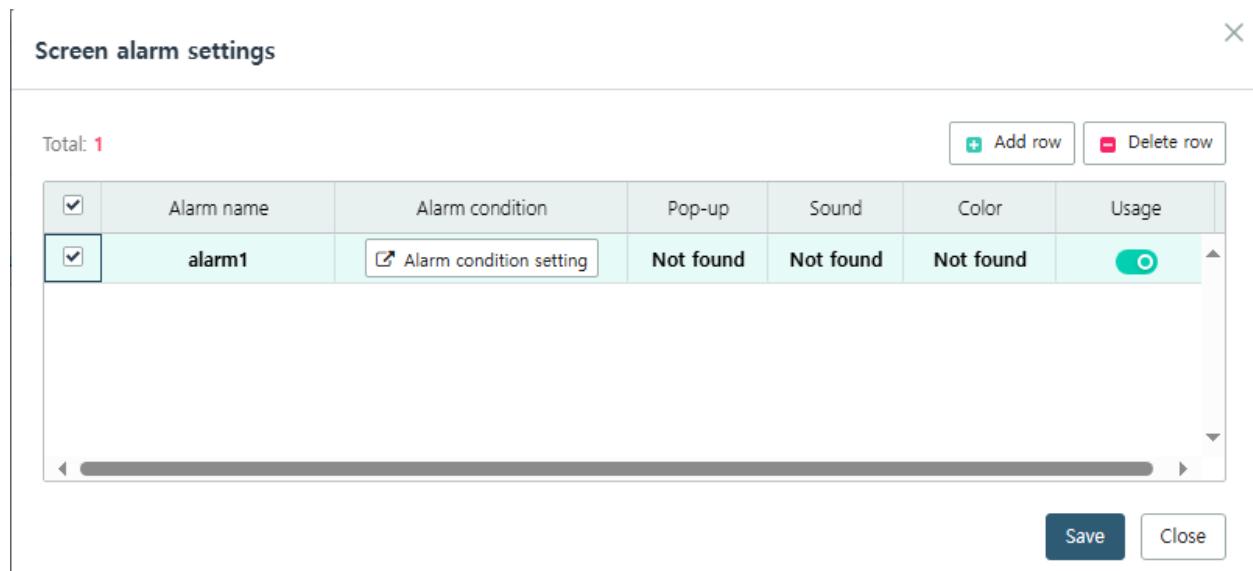


Figure 10-120. Alarm Condition – Equipment Connection Status10119

- ⑤ After completing the selection, click the button .



	Alarm name	Alarm condition	Pop-up	Sound	Color	Usage
<input checked="" type="checkbox"/>	alarm1	 Alarm condition setting	Not found	Not found	Not found	

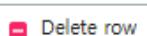
Figure 10-121. Registering Screen Alarm Settings10120

- ⑥ Enter and select other items.

- Pop-up: Alarm pop-up duration (none/3 seconds/5 seconds/10 seconds)
- Sound: Sound Retention Time (None/3 seconds/5 seconds/10 seconds)
- Color: None/Red/Yellow
- Usage: Alarm usage (OFF and reused next time)

- ⑦ After completing all the fields, click the button  to complete the save.

- ⑧ If you want to edit the alarm setting information, click each item on the alarm setting screen and click the Edit Contents button. .

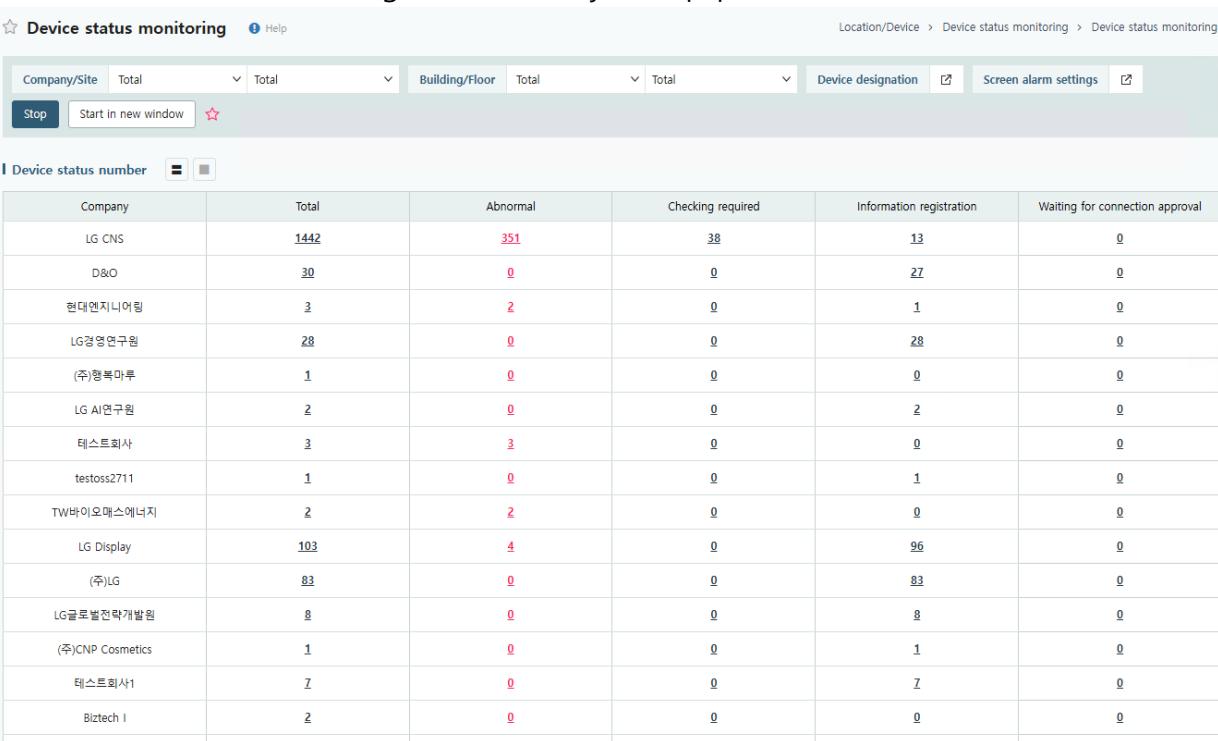
- ⑨ If you want to delete an alarm, select the row you want to delete on the screen alarm settings screen and click the button .

- ⑩ Click the button  to complete the deletion.

10.9.3 monitoring

► Start Monitoring

Here's how to start monitoring the status of your equipment.

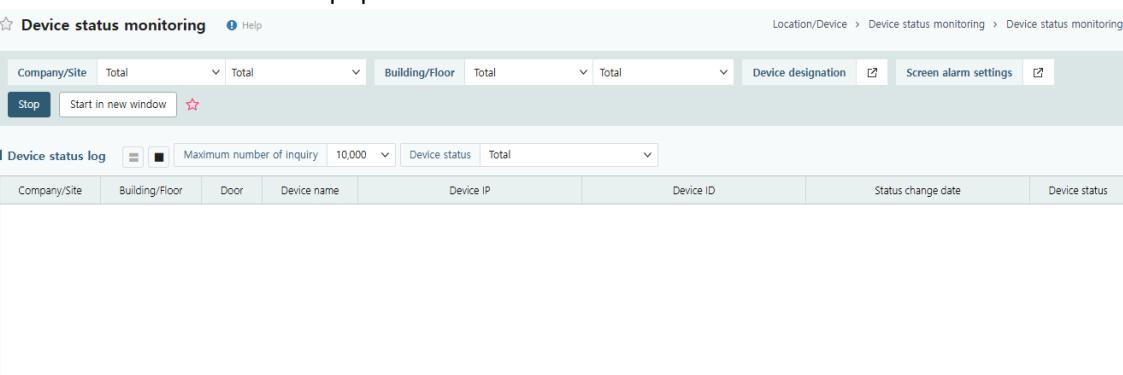


The screenshot shows a web-based monitoring interface titled "Device status monitoring". At the top, there are dropdown menus for "Company/Site", "Building/Floor", and "Device designation", along with buttons for "Stop", "Start in new window", and a star icon. Below this is a table titled "Device status number" with the following columns: Company, Total, Abnormal, Checking required, Information registration, and Waiting for connection approval. The table lists various companies and their equipment status counts. For example, LG CNS has 1442 total cases, 351 abnormal cases, and 38 checking required cases. Other companies listed include DB&O, 현대엔지니어링, LG경영연구원, (주)행복마루, LG AI연구원, 테스트회사, testoss2711, TW바이오매스에너지, LG Display, (주)LG, LG글로벌전략개발원, (주)CNP Cosmetics, 테스트회사1, and Biztech I.

Company	Total	Abnormal	Checking required	Information registration	Waiting for connection approval
LG CNS	1442	351	38	13	0
DB&O	30	0	0	27	0
현대엔지니어링	3	2	0	1	0
LG경영연구원	28	0	0	28	0
(주)행복마루	1	0	0	0	0
LG AI연구원	2	0	0	2	0
테스트회사	3	3	0	0	0
testoss2711	1	0	0	1	0
TW바이오매스에너지	2	2	0	0	0
LG Display	103	4	0	96	0
(주)LG	83	0	0	83	0
LG글로벌전략개발원	8	0	0	8	0
(주)CNP Cosmetics	1	0	0	1	0
테스트회사1	1	0	0	1	0
Biztech I	2	0	0	0	0

Figure 10-122. Start Monitoring10121

- ① On the equipment condition monitoring screen, enter the conditions and click the **Start** button.
- ② The number of equipment cases according to each condition is loaded in the equipment condition number area, and the log is loaded in real time in the equipment condition log area.
- ③ If you click the Change Layout icon , you can view only the equipment status log without the number of equipment status cases.

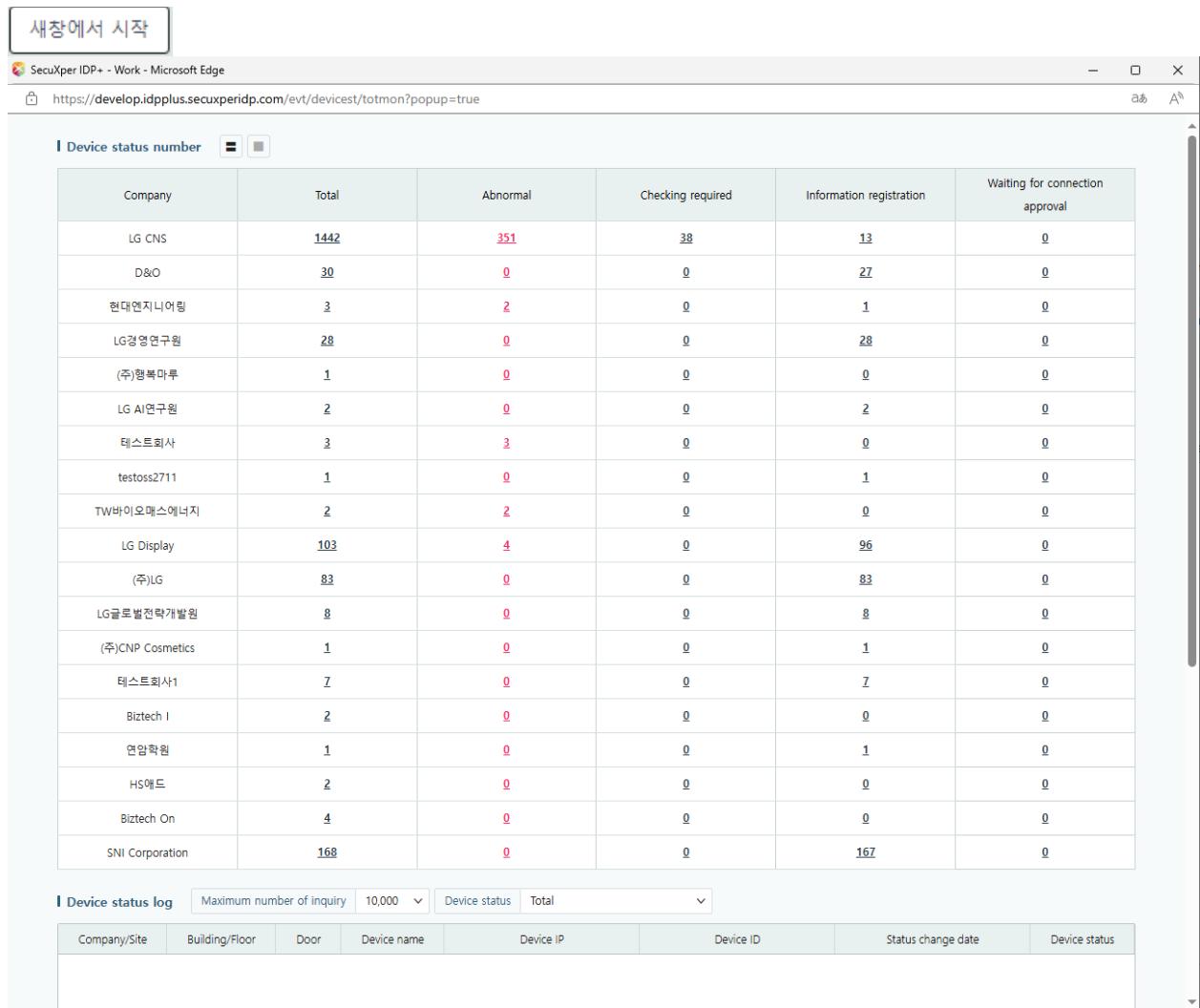


The screenshot shows a web-based interface titled "Device status monitoring" with a "Device status log" tab selected. The top navigation bar includes "Company/Site", "Building/Floor", "Door", "Device name", "Device IP", "Device ID", "Status change date", and "Device status". Below this is a search bar with fields for "Maximum number of inquiry" (set to 10,000), "Device status", and "Total". The main area displays a table with columns: Company/Site, Building/Floor, Door, Device name, Device IP, Device ID, Status change date, and Device status. The table currently contains no data rows.

Company/Site	Building/Floor	Door	Device name	Device IP	Device ID	Status change date	Device status

Figure 10-123. Equipment Status Log Query10122

- ④ Click the button  to monitor in a new window.



The screenshot shows the SecuXper IDP+ software interface. At the top, there is a button labeled "새창에서 시작" (Open in New Window). Below the header, the URL is https://develop.idpplus.secuxperidp.com/evt/devicest/totmon?popup=true. The main content area displays two tables under the heading "Device status number".

Company	Total	Abnormal	Checking required	Information registration	Waiting for connection approval
LG CNS	1442	351	38	13	0
D&O	30	0	0	27	0
현대엔지니어링	3	2	0	1	0
LG경영연구원	28	0	0	28	0
(주)행복마루	1	0	0	0	0
LG AI연구원	2	0	0	2	0
테스트회사	3	3	0	0	0
testosz711	1	0	0	1	0
TW바이오매스에너지	2	2	0	0	0
LG Display	103	4	0	96	0
(주)LG	83	0	0	83	0
LG글로벌전략개발원	8	0	0	8	0
(주)CNP Cosmetics	1	0	0	1	0
테스트회사1	7	0	0	7	0
Biztech I	2	0	0	0	0
연암학원	1	0	0	1	0
HS에드	2	0	0	0	0
Biztech On	4	0	0	0	0
SNI Corporation	168	0	0	167	0

Device status log		Maximum number of inquiry	10,000	Device status	Total		
Company/Site	Building/Floor	Door	Device name	Device IP	Device ID	Status change date	Device status

Figure 10-124. Starting in a new window10123

- ⑤ The results are the same.

► Equipment condition

When monitoring starts, the number of equipment in abnormal, inspection required, information registration, and waiting for connection approval statuses is displayed by each company, business site, and building in the equipment status section.

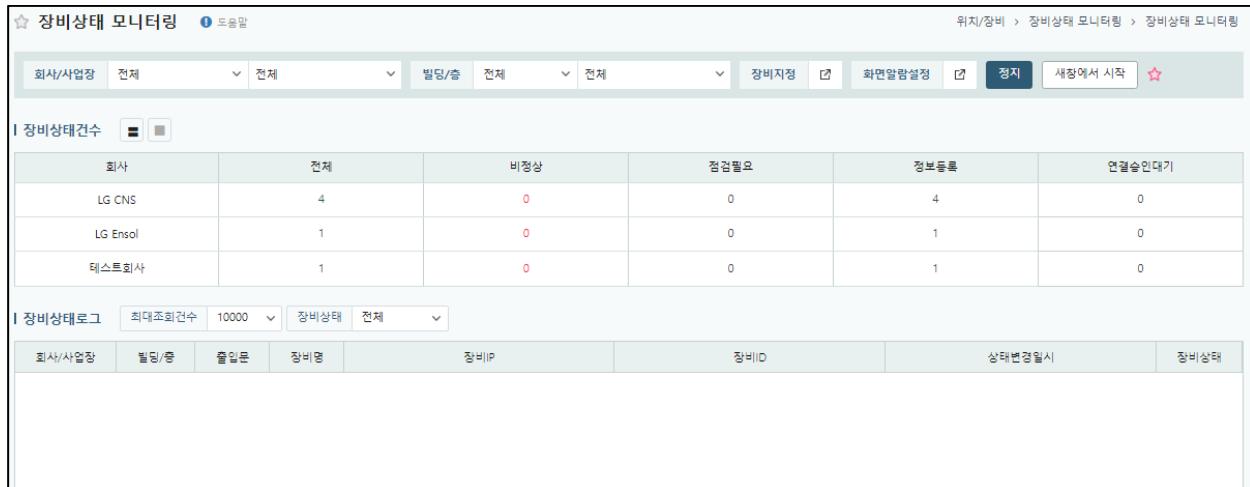


Figure 10-125. Number of Equipment Condition Cases10124

- ① Enter the search conditions on the equipment condition monitoring screen and click the **Start** button.
- ② In the equipment condition number area, you can view the list of companies, business sites, buildings, the total number of equipment, and the number of equipment according to each equipment condition.
- ③ If you click each number, the device information will be viewed in the device list pop-up.

The screenshot shows a modal window titled 'Device list'. At the top left is a red 'Total: 1,442' label. The main content is a table with columns: Company/Site, Building/Floor, Door, Device name, and Device. The table lists various equipment entries from different locations like LG CNS IT센터 10F, 가산IDC 6F, 상암DDMC 16F, etc., with specific door numbers and device names. At the bottom of the table, there are navigation arrows and page numbers from 1 to 10, with the current page being 1. A 'Close' button is located at the bottom right of the modal.

Figure 10-126. Complete Equipment List10125

Device list

Total: 351

Company/Site	Building/Floor	Door	Device name	Device IP	Device ID	Status change da
LG CNS 인천센터	인천센터 3F	지상3층_E/L (In)	지상3층_E/L(IN)	10.77.17.7	510841	
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:5
LG CNS IFC	IFC 테스트 빌딩 1F	노노위치 (In)	노노패스	58.148.65.85	850311	2025-04-24 14:0
LG CNS IFC	IFC 테스트 빌딩 1F	노노위치 (In)	노노XID	192.168.0.83	850072	2025-04-24 14:0
LG CNS 마곡사이언스파크	마곡_사무동(E13) 1F	동근_위치 (In)	동근_장비	192.168.0.102	850011	2025-03-06 14:1
LG CNS 마곡사이언스파크	마곡_연구동(E14) B1F	동근_식당 (In)	동근_식수	192.168.0.123	850411	2025-03-06 14:1
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	미니출입문1 (In)	주연미니단말기1	192.168.0.109:9101	850491	2025-01-07 18:0
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	주연720 (In)	주연미니5	192.168.0.109:9105	850502	2025-01-07 18:0
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	미니출입문1 (Out)	주연미니단말기2	192.168.0.109:9102	850492	2025-01-07 18:0
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	주연720 (Out)	주연미니6	192.168.0.109:9106	850503	2025-01-07 18:0

« < 1 2 3 4 5 6 7 8 9 10 > »

Close

Figure 10-127. List of abnormal equipment10126

Device list

Total: 38

Company/Site	Building/Floor	Door	Device name	D
LG CNS 상암DDMC	상암DDMC 12F	12F 교재실 (In)	12F 교재실-IN	10
LG CNS 상암DDMC	상암DDMC 15F	DDMC_상암_사무구역_15F_B TAC 창고 (In)	DDMC_15F_B TAC 창고 IN	10.1
LG CNS 상암DDMC	상암DDMC 16F	DDMC_상암_사무구역_16F_A 엘리베이터 (In)	DDMC_16F_A 엘리베이터를 IN	10
LG CNS IFC	IFC센터 빌딩 19F	IFC_스마트오피스_사무구역_19F (In)	IFC_스마트오피스_사무구역_19F_IN	10.6
LG CNS IFC	IFC센터 빌딩 19F	IFC_스마트오피스_사무구역_19F (Out)	IFC_스마트오피스_사무구역_19F_OUT	10.6
LG CNS IFC	IFC센터 빌딩 19F	FIN_스마트오피스_사무구역_19F_출장임원실 (In)	IFC_스마트오피스_사무구역_19F_출장임원실	10.6
LG CNS 상암DDMC	상암DDMC 12F	12F 운영실 (In)	12F 운영실-IN	10
LG CNS 마곡사이언스파크	마곡_연구동(E14) 3F	E14_3F_CNS 엘리베이터홀_서측 (In)	E14_3F_CNS 엘리베이터홀_서측_IN	10.2
LG CNS 마곡사이언스파크	마곡_연구동(E14) 3F	E14_3F_CNS 엘리베이터홀_서측 (Out)	E14_3F_CNS 엘리베이터홀_서측_OUT	10.2
LG CNS 마곡사이언스파크	마곡_연구동(E14) 7F	E14_7F_프로젝트홀_R720 (In)	PoC_XID-S100	10.2

« < 1 2 3 4 > »

Close

Figure 10-128. List of equipment in need of inspection10127

► List of equipment health logs

- ① Whenever an event occurs, the log is loaded in real time in the equipment status log list area.

- Not only the real-time logs but also the logs that occurred on the day are viewed together.

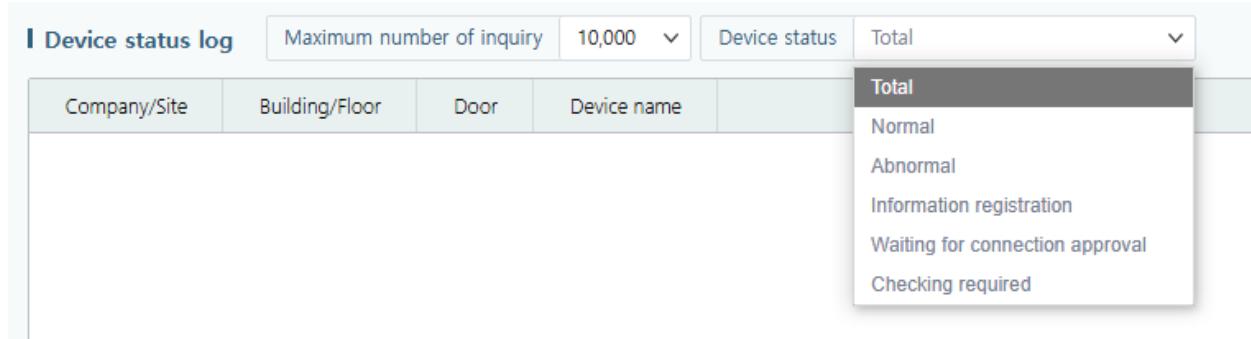


Figure 10-129. Setting the Inquiry Conditions1010128

- ② You can search by condition.
 - Maximum number of views: 1000/3000/5000/10000
 - Equipment Status: Normal/Abnormal/Information Registration/Waiting for Connection Approval/Inspection Required

► Monitoring Stop

- ① If you want to stop monitoring, click the button **Stop**.

10.10 Device Status Log Search

10.10.1 Basic screen configuration

You can view the past equipment status log in the Device Status Log menu. The basic screen configuration is as follows.

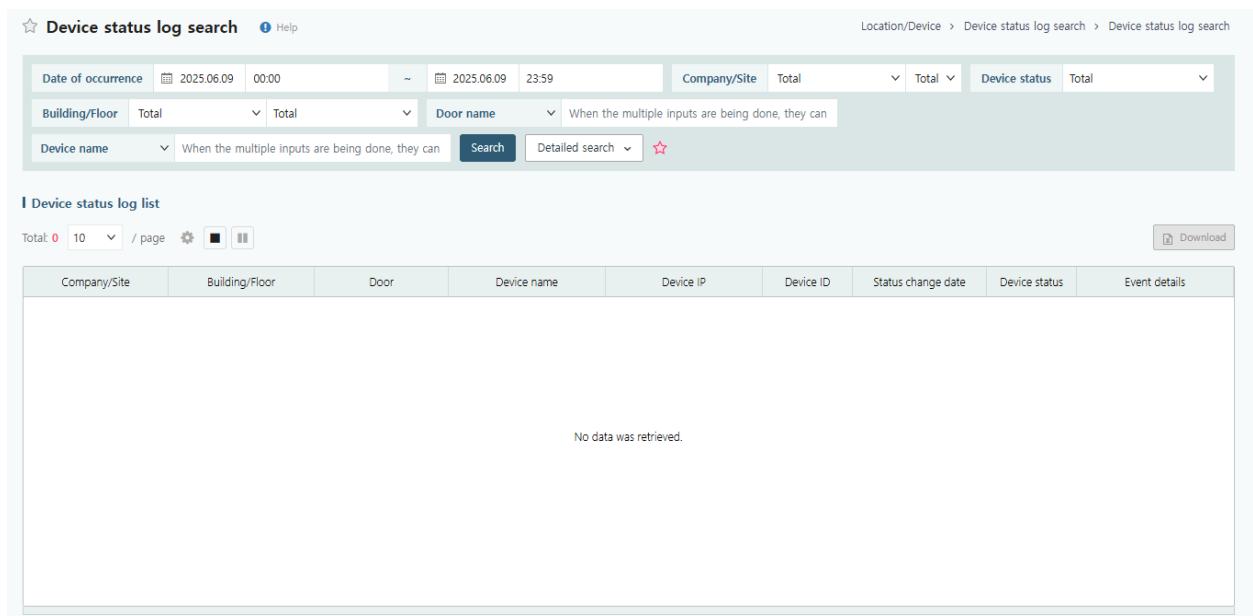


Figure 10-130. Device Status Log Search Screen10129

- ① Enter the Location/Device > Device Status Log Search menu.
- ② The equipment status log search screen has a search condition area, a device status log list area, and a log details area.

10.10.2 View equipment status log

► View equipment status log

The screenshot shows a search interface for device status logs. At the top, there are date/time filters (Date of occurrence: 2025.05.05 00:00 - 2025.06.09 23:59), company/site, total count, and device status filters. Below the filters is a search bar with a 'Search' button and a 'Detailed search' dropdown. The main area displays a table titled 'Device status log list' with columns: Company/Site, Building/Floor, Door, Device name, Device IP, Device ID, Status change date, Device status, and Event details. The table contains 49 entries, mostly from 'LG CNS 마곡사이언스...' at '마곡_연구동(E14) 7F'. The last entry is 'BLE receiver normal'. At the bottom, there is a navigation bar with page numbers (1-5).

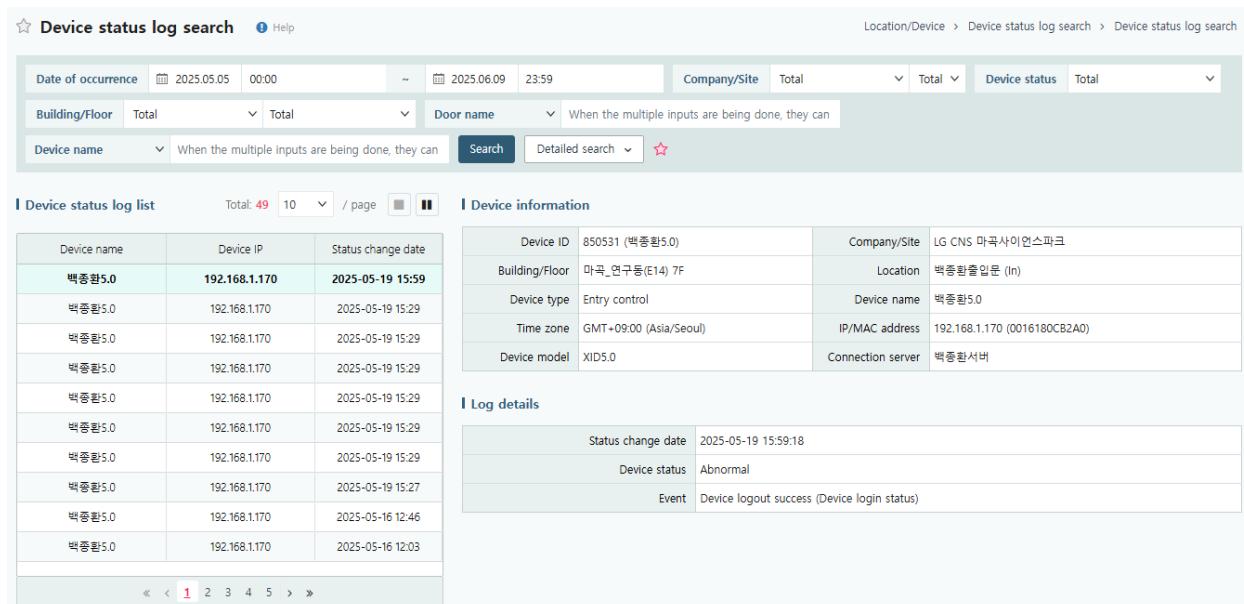
Company/Site	Building/Floor	Door	Device name	Device IP	Device ID	Status change date	Device status	Event details
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:59	Abnormal	Device logout success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:29	Normal	Device login success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:29	Abnormal	Health Check Failed
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:29	Normal	Device login success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:29	Abnormal	Device logout success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:29	Normal	Device login success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:29	Abnormal	Device logout success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-19 15:27	Normal	Device login success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-16 12:46	Abnormal	Device logout success
LG CNS 마곡사이언스...	마곡_연구동(E14) 7F	백종환출입문 (In)	백종환5.0	192.168.1.170	850531	2025-05-16 12:03	Normal	BLE receiver normal

Figure 10-131. Searching the Equipment Health Log10130

Basic search criteria	Date of occurrence	- From Date, Time / To Enter Date, Time
	Company/Site	- Single selection of company and business place
	Equipment Status	- Normal/abnormal/information registration/waiting for connection approval/inspection required Multiple choices possible
	Building/Floor	- It is shown according to the selected company/site, and multiple choices are possible
	Entrance Civilization	- Single selection of access civilization/door designation - When selecting door designation, multiple selections of specific doors are possible in the pop-up
	Equipment Name	- Single selection from equipment name/equipment IP/equipment ID/equipment designation - When selecting equipment designation, multiple selections of specific equipment are available in the pop-up
Detailed Conditions	Connection Server	- It is shown according to the selected company/site, and multiple choices are possible
	Product	- XID/UNION/IRISID/Senselink/Multifunction

	Family/Equipment Model	Device/Camera/Beacon multi-selectable - Equipment model is displayed according to the selected product line, and a single selection is possible
	Event Details	- See 'Figure 11-6 Status Events' List
	Entrance Directions	- IN/OUT/N/A Multiple Selectable
	Access Hours	- Multiple selection of occurrence time zones possible
	Release Date	- Multiple days of occurrence
	Entrance Station	- Multiple selection of office area/main entrance/control area

- ① After entering the search criteria, click the button .
- The date and time of occurrence cannot exceed a maximum of 100 days.
 - Search for installation location, door status, connected equipment information, event occurrence information, etc.



The screenshot shows the 'Device status log search' interface. At the top, there are search filters for 'Date of occurrence' (from 2025.05.05 to 2025.06.09), 'Building/Floor' (Total), 'Door name' (When the multiple inputs are being done, they can), 'Device name' (When the multiple inputs are being done, they can), and a 'Search' button. Below the filters, the 'Device status log list' section displays 49 entries for a device named '백종환5.0' with IP 192.168.1.170, showing status changes from May 19, 2025, at 15:59. To the right, the 'Device information' section provides details like Device ID (850531), Company/Site (LG CNS 마곡사이언스파크), Location (백종환출입문 (In)), and Device model (XID5.0). Further down, the 'Log details' section shows a single entry for a device logout success event on May 19, 2025, at 15:59:18.

Figure 10132 Retrieving the details of the equipment health log10-131

- ② You can click the Change Layout icon  to view log details.
- Equipment information: Equipment information and installation location information
 - Log details: Log occurrence date, equipment status, event details

► Excel Download

- ① Click the Change layout icon .
- ② Click the button  at the top of the list of logs to be viewed

③ The log list will be downloaded as an Excel file.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
1	Company	Site	Building	Floor	Door	Entry direction	Device name	Device IP	Device ID	Status change date	Device status	Detailed status classification	Event details	Entry area	Device type
2	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:59	Abnormal	Device login status	Device logout success	Control Area	Entry control
3	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:29	Normal	Device login status	Device login success	Control Area	Entry control
4	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:29	Abnormal	Device connection status	Health Check Failed	Control Area	Entry control
5	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:29	Normal	Device login status	Device login success	Control Area	Entry control
6	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:29	Abnormal	Device login status	Device logout success	Control Area	Entry control
7	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:29	Normal	Device login status	Device login success	Control Area	Entry control
8	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:29	Abnormal	Device login status	Device logout success	Control Area	Entry control
9	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-19 15:27	Normal	Device login status	Device login success	Control Area	Entry control
10	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-16 12:46	Abnormal	Device login status	Device logout success	Control Area	Entry control
11	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-16 12:03	Normal	BLE module status	BLE receiver normal	Control Area	Entry control
12	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-16 12:03	Normal	Device login status	Device login success	Control Area	Entry control
13	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-16 12:03	Abnormal	Device login status	Device logout success	Control Area	Entry control
14	LG CNS	미국 사이트	미국 본사	7F	제조 품질 관리	In	제조 품질 관리	192.168.1.170	805031	2025-05-16 12:01	Normal	Device login status	Device login success	Control Area	Entry control

Figure 10-133. Download a list of equipment health logs

11. Dinner

11.1 Restaurant Menu Management

11.1.1 Basic screen configuration

You can view the restaurant menu in the dinner menu. The basic screen configuration is as follows.

The screenshot shows the 'Restaurant menu management' screen. At the top, there are search filters for 'Company/Site' (set to '현대엔지니어링'), 'Building/Floor' (set to '본사 1F'), 'Total' (set to 'Total'), and 'menu division' (set to 'Total'). A search bar contains the placeholder 'When the multiple inputs are being done, they can'. Below the search area is a table titled 'Restaurant menu list' with 4 entries. The columns are: Company/Site, Building/Floor, restaurant name, menu division, Menu name, unit price, Meal start time, Meal end time, and Registered day and t...'. The entries are:

Company/Site	Building/Floor	restaurant name	menu division	Menu name	unit price	Meal start time	Meal end time	Registered day and t...
현대엔지니어링 본사	본사 1F	식당1	Dinner	식당1 석식	1	17:30	18:30	2023-11-29 10:27
현대엔지니어링 본사	본사 1F	식당1	Lunch	식당1 중식	1	11:30	13:00	2023-11-29 10:27
현대엔지니어링 본사	본사 1F	식당1	Breakfast	식당1 조식	1	06:50	07:50	2023-11-29 10:27
현대엔지니어링 본사	본사 1F	식당2	Breakfast	아침밥	4,500	06:50	07:50	2024-03-07 14:15

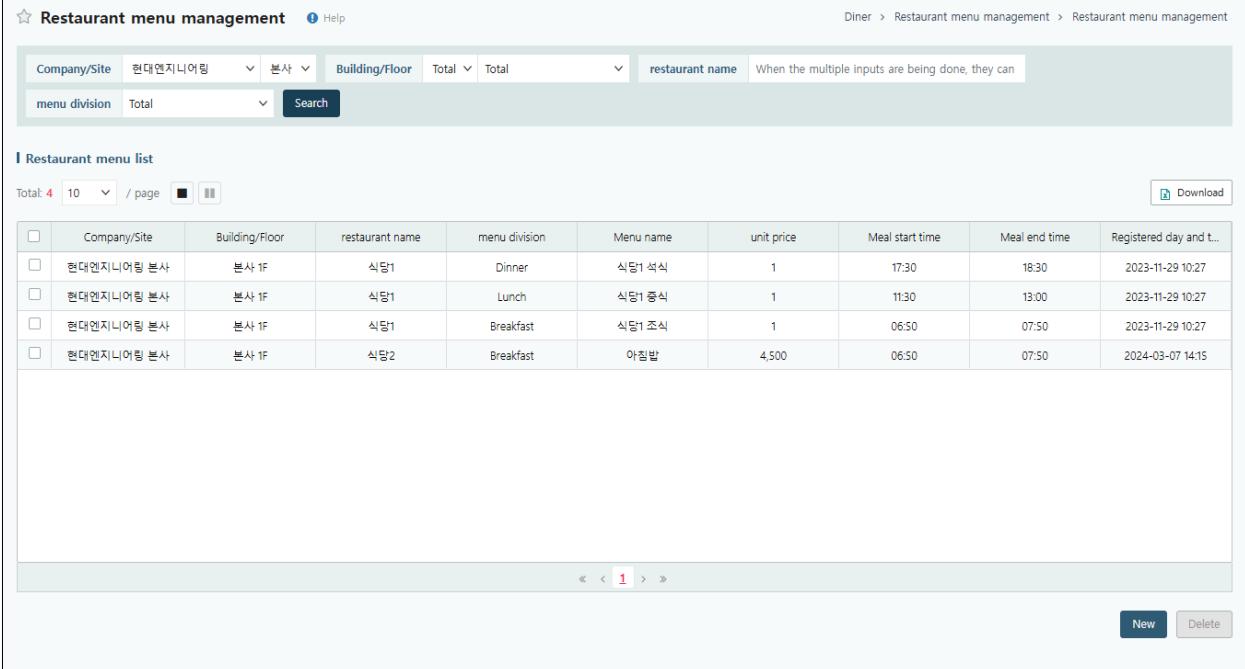
At the bottom right of the table are 'New' and 'Delete' buttons. The page footer shows navigation links: Diner > Restaurant menu management > Restaurant menu management.

Figure 11-1. Restaurant menu management screen111

- ① Enter the restaurant menu management menu > dinner.
- ② The restaurant menu management screen has a search criteria area, a restaurant menu list area, and a detail information area.

11.1.2 Restaurant menu management inquiry

► Restaurant Menu Management Inquiry

The screenshot shows a web-based application for managing restaurant menus. At the top, there are dropdown menus for 'Company/Site' (set to '현대엔지니어링 본사'), 'Building/Floor' (set to '본사'), and 'menu division' (set to 'Total'). There are also buttons for 'Search' and 'Help'. The main area displays a table titled 'Restaurant menu list' with columns: Company/Site, Building/Floor, restaurant name, menu division, Menu name, unit price, Meal start time, Meal end time, and Registered day and t...'. The table contains four rows of data. At the bottom right of the table, there are 'New' and 'Delete' buttons.

Total: 4 10 / page	<input type="button" value="Download"/>							
<input type="checkbox"/> Company/Site	Building/Floor	restaurant name	menu division	Menu name	unit price	Meal start time	Meal end time	Registered day and t...
<input type="checkbox"/> 현대엔지니어링 본사	본사 1F	식당1	Dinner	식당1 석식	1	17:30	18:30	2023-11-29 10:27
<input type="checkbox"/> 현대엔지니어링 본사	본사 1F	식당1	Lunch	식당1 중식	1	11:30	13:00	2023-11-29 10:27
<input type="checkbox"/> 현대엔지니어링 본사	본사 1F	식당1	Breakfast	식당1 조식	1	06:50	07:50	2023-11-29 10:27
<input type="checkbox"/> 현대엔지니어링 본사	본사 1F	식당2	Breakfast	아침밥	4,500	06:50	07:50	2024-03-07 14:15

Figure 11-2. Restaurant Menu Management Search11

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Basic search criteria	Company/Site	- Single selection of company and site
	Building/Floor	- It is shown according to the selected company/site, and multiple choices are possible
	Restaurant name	- Multiple restaurant name searches are possible.
	Menu division	- Multiple menu categories can be selected

- ① After entering the search criteria, click the  button.

The screenshot shows a web-based application for managing restaurant menus. At the top, there are search filters for Company/Site (현대엔지니어링), Building/Floor (본사), and Total. A search bar includes a placeholder for 'restaurant name' and a note about multiple inputs. Below the search area, there's a table for 'Restaurant menu list' showing four items: Menu ID 13 (식당1 석식), 14 (식당1 중식), 15 (식당1 조식), and 20 (아침밥). To the right, a 'Detail information' panel is open for Menu ID 13. It contains fields for Menu ID (13), Company/Site (현대엔지니어링 본사), Building/Floor (본사 1F), restaurant name (식당1), Menu name (식당1 석식), menu division (Dinner), unit price (1), Meal start time (17:30), Meal end time (18:30), Whether deduction (unchecked), Explanation (empty), Registered information (이연주(2023-11-29 10:27:12)), and Revision information (이연주(2023-11-29 10:27:12)). Below this is a 'Dining equipment' section with two entries: Device name (식당1-A코스) with IP 192.168.0.10 and Device model XIDS.0, and Device name (식당1-A코스_율금) with IP 192.168.0.20 and Device model Sensepass. At the bottom right are buttons for New, Save, and Delete.

Figure 11-3. Retrieving the details of the equipment condition log113

- ② You can click the Change Layout icon to view log details.

► Excel Download

- ① Click the Change layout icon.
- ② Click the button at the top of the list.
- ③ The log list will be downloaded as an Excel file.

A	B	C	D	E	F	G	H	I	
1	Company/Site	Building/Floor	restaurant name	menu division	Menu name	unit price	Meal start time	Meal end time	Registered day and time
2	현대엔지니어링	본사 1F	식당1	Dinner	식당1 석식	1	17:30	18:30	2023-11-29 10:27
3	현대엔지니어링	본사 1F	식당1	Lunch	식당1 중식	1	11:30	13:00	2023-11-29 10:27
4	현대엔지니어링	본사 1F	식당1	Breakfast	식당1 조식	1	06:50	07:50	2023-11-29 10:27
5	현대엔지니어링	본사 1F	식당2	Breakfast	아침밥	4500	06:50	07:50	2024-03-07 14:15

Figure 11-4. Downloading the Restaurant Menu List

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11.1.3 Add restaurant menu

The following describes how to register a restaurant menu.

Restaurant menu management									
Company/Site		현대엔지니어링	분사	Building/Floor	Total	Total	restaurant name	When the multiple inputs are being done, they can	
menu division	Total			Search					
Restaurant menu list									
Total: 4 10 / page <input type="button" value="New"/> <input type="button" value="Delete"/>									
□	Company/Site	Building/Floor	restaurant name	menu division	Menu name	unit price	Meal start time	Meal end time	Registered day and t..
<input type="checkbox"/>	현대엔지니어링 본사	본사 1F	식당1	Dinner	식당1 석식	1	17:30	18:30	2023-11-29 10:27
<input type="checkbox"/>	현대엔지니어링 본사	본사 1F	식당1	Lunch	식당1 중식	1	11:30	13:00	2023-11-29 10:27
<input type="checkbox"/>	현대엔지니어링 본사	본사 1F	식당1	Breakfast	식당1 조식	1	06:50	07:50	2023-11-29 10:27
<input type="checkbox"/>	현대엔지니어링 본사	본사 1F	식당2	Breakfast	아침밥	4,500	06:50	07:50	2024-03-07 14:15

Figure 11-5. Restaurant Menu List11

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- ① Click the New button located at the bottom right of the restaurant menu list screen.

Restaurant menu registration										
Diner > Restaurant menu management > Restaurant menu registration										
I Basic Information										
*Company/Site (주)CNP Cosmetics 사업장										
I New list										
<input type="text"/> Total: 0 <input type="button" value="Comprehensive upload"/> <input type="button" value="Add row"/> <input type="button" value="Delete row"/> <input type="button" value="Initialization"/> <input type="button" value="Error review"/> <input type="button" value="Download"/>										
<input type="checkbox"/>	Confirm	Confirmation det...	*Building	*Floor	*restaurant name	*menu division	*Menu name	*unit price	*Meal start time	*Meal end time

Figure 11-6. Restaurant menu registration116

- ② On the restaurant menu new registration screen, enter the basic information of the restaurant and the company/site.
 ③ Click the button in the list.

The screenshot shows a software interface for 'Restaurant menu registration'. At the top, there's a header with the title and a breadcrumb navigation: 'Diner > Restaurant menu management > Restaurant menu registration'. Below the header, there's a section titled 'Basic Information' with a dropdown menu set to '(주)CNP Cosmetics'. A search bar and a toolbar with various buttons like 'Comprehensive upload', 'Add row', 'Delete row', 'Initialization', 'Error review', and 'Download' are visible. The main area displays a table with columns: Confirm, Confirmation det..., Building, Floor, restaurant name, menu division, Menu name, unit price, Meal start time, and Meal end time. A single row is shown with values: Confirm (checkbox), Confirmation det... (Test 2), Building (1Fddd), Floor (1Fddd), restaurant name (pink background), menu division (Breakfast), Menu name (pink background), unit price (pink background), Meal start time (pink background), and Meal end time (pink background). At the bottom right, there are buttons for 'Save all', 'Save selection', and 'List'.

Figure 11-7. Adding a restaurant menu row117

- ④ When a new row is added to the list, enter the restaurant name, menu name, unit price, and start and end time of dinner.
- ⑤ Click the button if you want to register multiple restaurant menus in bulk.



Figure 11-8. File Upload118

- ⑥ Click the button on the file upload screen to download the form file.
- ⑦ Fill out the form and save it.

	A	B	C	D	E	F	G	H	I
1	*Building	*Floor	*restaurant	*menu divi	*Menu nar	*unit price	*Meal star	*Meal end time	
2	ABC.Bldg	1F	A Gate	Breakfast	exam_menu	10000	10:10	12:20	

Figure 11-9. Restaurant Menu Bulk Registration Form119

- ⑧ On the Upload File screen, click to upload the form file and click the button.
- ⑨ A new restaurant will be added to the new list.
- ⑩ If there is a restaurant you have added to the new list, a restaurant you want to delete from the menu, or a menu, check it and click the button.

- ⑪ When the new list is finished, click the **Save** button.

The screenshot shows the 'Restaurant menu registration' page. At the top, there are tabs for 'Basic Information' and 'New list'. The 'New list' tab is active, displaying a table with one row of data. The table columns are: Confirm, Confirmation det..., *Building, *Floor, *restaurant name, *menu division, *Menu name, *unit price, *Meal start time, and *Meal end time. The data in the table is:

Confirm	Confirmation det...	*Building	*Floor	*restaurant name	*menu division	*Menu name	*unit price	*Meal start time	*Meal end time
<input type="checkbox"/>		본사	1F	식당1	Breakfast	Diner	10000	05:30	09:00

At the bottom right of the table area, there are three buttons: 'Save all' (dark blue), 'Save selection' (light gray), and 'List' (light gray).

Figure 11-10. New Registration Completion Screen1110

- ⑫ Restaurant menu registration is completed, and the list is viewed once again on the restaurant menu new registration screen.

11.1.4 Edit restaurant menu information

The following describes how to edit restaurant menu details.

The screenshot shows the 'Restaurant menu management' application. On the left, there is a 'Restaurant menu list' table with four rows of data:

Menu ID	Menu name
13	식당1_석식
14	식당1_중식
15	식당1_조식

To the right of the table is a 'Detail information' panel containing the following fields:

Menu ID	13	Company/Site	현대엔지니어링 본사
Building/Floor	본사 1F	restaurant name	식당1
Menu name	식당1_석식		
menu division	Dinner	unit price	1
Meal start time	17 : 30	Meal end time	18 : 30
Whether deduction	<input checked="" type="radio"/>		
Explanation			
Registered information	이연주(2023-11-29 10:27:12)	Revision information	이연주(2023-11-29 10:27:12)

Below the detail information is a 'Dining equipment' section with two entries:

Device name	IP	MAC address	Device model
식당1-A코스	192.168.0.10		XIO5.0
식당1_A코스_얼음	192.168.0.20		Sensepass

At the bottom right of the panel are three buttons: 'New', 'Save' (highlighted in blue), and 'Delete'.

Figure 11-11. Editing Restaurant Menu Details1111

- ① On the restaurant menu management list screen, click .
- ② In the restaurant menu list, click the menu you want to edit.
- ③ In the detailed information searched on the right, edit the menu name, menu division, unit price, whether the dinner (start, end) time is deducted, and the description, and click the  button to complete the restaurant menu modification.

11.1.5 Deleting the restaurant menu

The following describes how to delete the restaurant menu.

The screenshot shows the 'Restaurant menu management' interface. At the top, there are filters for 'Company/Site' (현대엔지니어링), 'Building/Floor' (본사 1F), and search fields for 'restaurant name' and 'menu division'. The main area has tabs for 'Restaurant menu list' (显示 4 items) and 'Detail information'. The 'Detail information' tab is active, showing details for menu ID 13, which is '식당1 석식'. It includes fields for 'Building/Floor' (본사 1F), 'Menu name' (식당1 석식), 'menu division' (Dinner), 'unit price' (1), 'Meal start time' (17:30), 'Meal end time' (18:30), 'Whether deduction' (radio button selected), and 'Explanation' (empty). Below this is a section for 'Dining equipment' with two entries: '식당1-A코스' (IP 192.168.0.10, MAC address, Device model XIO5.0) and '식당1_A코스_얼음' (IP 192.168.0.20, MAC address, Device model Sensepass). At the bottom right are buttons for 'New', 'Save', and 'Delete'.

Figure 11-12. Deleting the Restaurant Menu1112

- ① On the restaurant menu list screen, click .
- ② In the restaurant menu list, click the menu you want to edit.
- ③ Click the  button at the bottom right to complete the deletion.

11.2 Dinner Log Search

11.2.1 Basic screen configuration

You can view past dinner logs in the Dinner log search menu. The basic screen configuration is as follows.

The screenshot shows the 'Dine log search' interface. At the top, there are search filters for 'Search period' (set to 2025.06.09 - 2025.06.10), 'Company/Site' (Select), 'User name' (Select), 'Building/Floor' (Select), 'restaurant name' (Select), and 'Authentication result' (Select). Below the filters are two buttons: 'Search' and 'Detailed search'. The main area is titled 'Dine log list' and displays a message 'No data was retrieved.' There is a header row with columns: Dine Date Time, Company/Site, Building/..., restaurant name, menu divis..., User, Pay Amount, Payment Canc..., Authentication..., Authentication..., Authentication..., and Card ID. A 'New' button is located at the bottom right of the list area.

Figure 11-13. Dinner Log Search Screen1113

- ① Dinner > Enter the dinner log search menu.
- ② The dinner log search screen has a search criteria area, a dinner log list area, and a log details area.

11.2.2 Dinner Log Inquiry

► Dinner Log Inquiry

Dine Date Time	Company/Site	Building/...	restaurant name	menu divis...	User	Pay Amount	Payment Canc...	Authentication...	Authentication...	Authentication...	Card ID
2025-05-23 21...	LG Chem 본사	본사 1F	식당1	Breakfast	이동근 사원 (Full ti...	1	N	Success	Log manual re...	Mifare card	
2025-05-23 21...	LG Chem 본사	본사 1F	식당1	Breakfast	이동근 사원 (Full ti...	1	N	Success	Log manual re...	Smart card	
2025-05-23 19...	LG Chem 본사	본사 1F	식당1	Breakfast	이동근 사원 (Full ti...	1	N	Success	Log manual re...	Mifare card	
2025-05-23 19...	LG Chem 본사	본사 1F	식당1	Breakfast	이동근 사원 (Full ti...	1	N	Success	Log manual re...	Smart card	
2025-05-23 18...	LG CNS 본사	본사 1F	식당1	Breakfast	이동근 사원 (Full ti...	1	N	Success	Log manual re...	Mifare card	0
2025-05-23 18...	LG CNS 본사	본사 1F	식당1	Breakfast	이동근 사원 (Part...	1	N	Success	Log manual re...	Mifare card	0
2025-05-23 17...	LG CNS 본사	본사 1F	식당1	Breakfast	이동근 사원 (Part...	1	N	Success	Log manual re...	Mifare card	0
2025-05-23 17...	LG CNS 본사	본사 1F	식당1	Breakfast	이동근 사원 (Part...	1	N	Success	Log manual re...	Mifare card	0
2025-05-23 16...	LG CNS 본사	본사 1F	식당1	Breakfast	이동근 사원 (Part...	1	N	Success	Log manual re...	Mifare card	0
2025-05-23 16...	LG CNS 본사	본사 1F	식당1	Breakfast	이동근 사원 (Full ti...	1	N	Success	Log manual re...	Mifare card	0

Figure 11-14. Entry Log Search1114

Basic search criteria	Search period	- Enter From Date / To Date
	Company/Site	- Single selection of company and site
	Username	- Single selection of username/employee number/user custom - When selecting a user, multiple selections of specific users can be made in the pop-up
	Building/Floor	- It is shown according to the selected company/site, and multiple choices are possible
	Restaurant Name	- Single selection of restaurant name/restaurant appot - When selecting restaurant designation, multiple selections of specific entrances and exits are possible in the pop-up
	Authentication result	- All/Success/Failure
Detailed Conditions	Authentication Media	- Single selection of Smart Card/MyFare Card/Mobile ID/Fingerprint/Iris /BLE/QR/Password/Face/Fingerprint+Smart

	<p>Card/Fingerprint+MyFare Card</p> <ul style="list-style-type: none"> - Enter Card ID when selecting SmartCard/MyFare Card - Enter password when selecting password
Menu Classification	<ul style="list-style-type: none"> - Breakfast, lunch, dinner, snacks, cafe, etc.
Exemptions	<ul style="list-style-type: none"> - Single selection among all/target/non-target
User Type/ Company	<ul style="list-style-type: none"> - Single selection among executives/visitors - When selecting employees, single selection of own employees/other employees - When selecting an in-house employee, regular employees/partners/etc. Single Selection - When selecting other employees, select a single company
Department Name	<ul style="list-style-type: none"> - Single selection among department name/department ID/department designation - When selecting department designation, multiple selections of specific departments are possible in the pop-up
Device Name	<ul style="list-style-type: none"> - Select a single device name/equipment IP/equipment ID and enter it

- ① Enter your search criteria and click the  button.
 - The search period must not exceed a maximum of 31 days.
- ② You can click the Change Layout icon to view log details.
 - User: User Information
 - Access location: Restaurant name, menu information, authentication result, etc.

The screenshot shows the 'Dine log search' interface with various search filters at the top. Below the filters, there are two main sections: 'Dine log list' and 'User' details.

Dine log list:

Dine Date Time	User
2025-05-23 21:00:02	이동근 사원 (full time employee)
2025-05-23 21:00:01	이동근 사원 (Full time employee)
2025-05-23 19:00:04	이동근 사원 (Full time employee)
2025-05-23 19:00:03	이동근 사원 (Full time employee)
2025-05-23 18:00:01	이동근 사원 (Full time employee)
2025-05-23 18:00:01	이동근 사원 (Partners)
2025-05-23 17:00:01	이동근 사원 (Partners)
2025-05-23 17:00:01	이동근 사원 (Partners)
2025-05-23 16:00:01	이동근 사원 (Partners)
2025-05-23 16:00:01	이동근 사원 (Full time employee)

User:

Photo		User	LG CNS 음합보안팀 이동근 사원
		User type	Full time employee
		Employee number	84435
		Authentication media type	Mifare card()

Dinner Info:

restaurant name	LG Chem 본사 본사 1F 식당1
menu division / Menu name	Breakfast / 식당1 조식
unit price	1
Pay Amount	1
Dine Date Time	2025-05-23 21:00:02
Authentication result	Success(Log manual registration)
Payment Cancellation Status	N
Whether deduction	None Target

Figure 11-15. Dinner Log Detailed Information Search11

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► Exclusion of deductions

- ① Click the user who is eligible for deduction status in the details entry location.
- ② Click the button at the bottom right of the log list.

► Download Excel and CSV

- ① Click the Change layout icon
- ② Click the button at the top of the list of logs to view them.
- ③ Enter the reason for the download request and the download password in the file download settings pop-up, and then click the button.

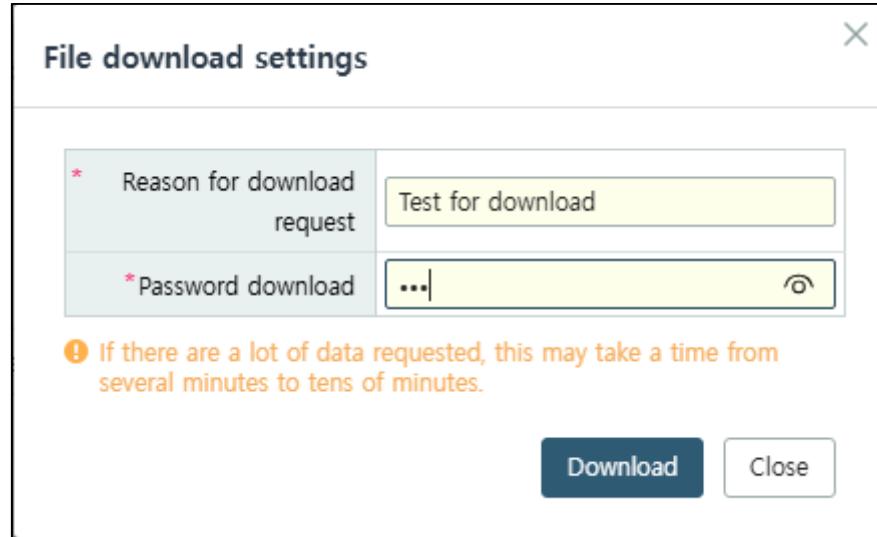


Figure 11-16. File Download Settings1116

- ④ The log list will be downloaded as an Excel file.
- ⑤ Open the file and enter the password you set to unlock it.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	Company/Hotel/Building/Floor	Restaurant name	menu division	User	Employee number	Department	unit price	Pay Amount	byment	Cancellation stat	Authentication result	Authentication result details	Authentication media type	Card ID	Deduction Code
1	Dinner Date Time														
2	2025-05-23 21:00:02	LG Chem(은) 사본 시설/F	식당1	Breakfast	이동근 사원 (E#4435)	용산점안태도	1	1	N	Success	Log manual registration	Mifare card			
3	2025-05-23 21:00:03	LG Chem(은) 사본 시설/F	식당1	Breakfast	이동근 사원 (E#4435)	보간점맛집1	1	1	N	Success	Log manual registration	Smart card			
4	2025-05-23 19:00:04	LG Chem(은) 사본 시설/F	식당1	Breakfast	이동근 사원 (E#4435)	용산점안태도1	1	1	N	Success	Log manual registration	Mifare card			
5	2025-05-23 19:00:03	LG Chem(은) 사본 시설/F	식당1	Breakfast	이동근 사원 (E#4435)	보간점맛집1	1	1	N	Success	Log manual registration	Smart card			
6	2025-05-23 18:00:01	LG CNS(로) 사 본 시설/F	식당1	Breakfast	이동근 사원 (P#4436)	보간점맛집1	1	1	N	Success	Log manual registration	Mifare card	0		
7	2025-05-23 18:00:01	LG CNS(로) 사 본 시설/F	식당1	Breakfast	이동근 사원 (P#4436)	보간점맛집1	1	1	N	Success	Log manual registration	Mifare card	0		
8	2025-05-23 17:00:01	LG CNS(로) 사 본 시설/F	식당1	Breakfast	이동근 사원 (P#4436)	보간점맛집1	1	1	N	Success	Log manual registration	Mifare card	0		
9	2025-05-23 17:00:01	LG CNS(로) 사 본 시설/F	식당1	Breakfast	이동근 사원 (P#4435)	보간점맛집1	1	1	N	Success	Log manual registration	Mifare card	0		
10	2025-05-23 16:00:01	LG CNS(로) 사 본 시설/F	식당1	Breakfast	이동근 사원 (P#4435)	보간점맛집1	1	1	N	Success	Log manual registration	Mifare card	0		
11	2025-05-23 16:00:01	LG CNS(로) 사 본 시설/F	식당1	Breakfast	이동근 사원 (P#4435)	보간점맛집1	1	1	N	Success	Log manual registration	Mifare card	0		
12	2025-05-23 14:00:01	LG CNS(로) 사 본 시설/F	식당1	Breakfast	이동근 사원 (P#4436)	보간점맛집1	1	1	N	Success	Log manual registration	Mifare card	0		

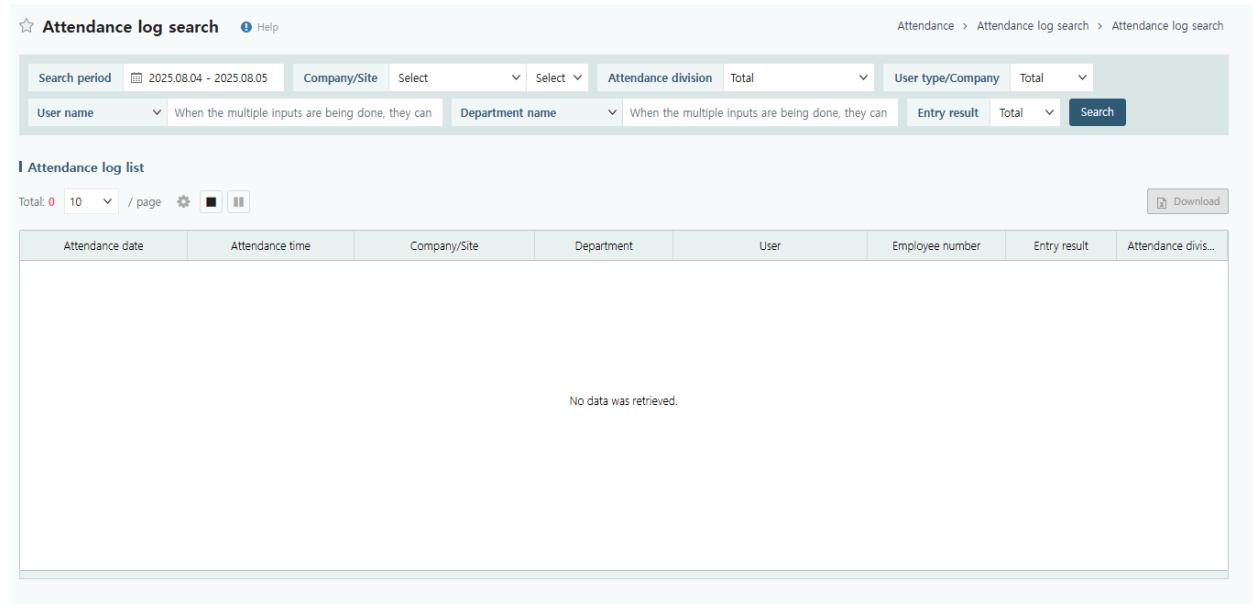
Figure 11-17. Dinner Log List Download1117

12. Attendance

12.1 Attendance log search

12.1.1 Basic screen configuration

You can view past Attendance log in the Attendance log search menu. The basic screen configuration is as follows.



The screenshot shows the 'Attendance log search' interface. At the top, there are several search filters: 'Search period' (set to 2025.08.04 - 2025.08.05), 'Company/Site' (dropdown), 'Select' (dropdown), 'Attendance division' (dropdown), 'Total' (dropdown), 'User type/Company' (dropdown), and 'Total' (dropdown). Below these are dropdowns for 'User name', 'Department name', and 'Entry result'. A 'Search' button is located at the bottom right of the filter area. The main area is titled 'Attendance log list' and contains a table header with columns: Attendance date, Attendance time, Company/Site, Department, User, Employee number, Entry result, and Attendance divis...'. Below the table, a message says 'No data was retrieved.' There are also buttons for 'Download' and page navigation.

Figure 12-1. Attendance log search screen121

- ① Attendance > Enter the attendance log search menu.
- ② A list of all attendance log is viewed, and each attendance log contains basic information and detailed information.

12.1.2 Attendance log search inquiry

► Attendance log search Inquiry

The screenshot shows the 'Attendance log search' interface. At the top, there are search filters for 'Search period' (2025.07.01 - 2025.07.31), 'Company/Site' (Select), 'Attendance division' (Total), 'User type/Company' (Total), 'User name' (dropdown), 'Department name' (dropdown), 'Entry result' (dropdown), and a 'Search' button. Below the filters is a table titled 'Attendance log list' with columns: Attendance date, Attendance time, Company/Site, Department, User, Employee number, Entry result, and Attendance divis...'. The table contains 12 rows of data, mostly from July 10, 2025, showing various employees like 'B12345' and 'A112001' entering or leaving work at different times and locations.

Figure 12-2. Attendance log search12

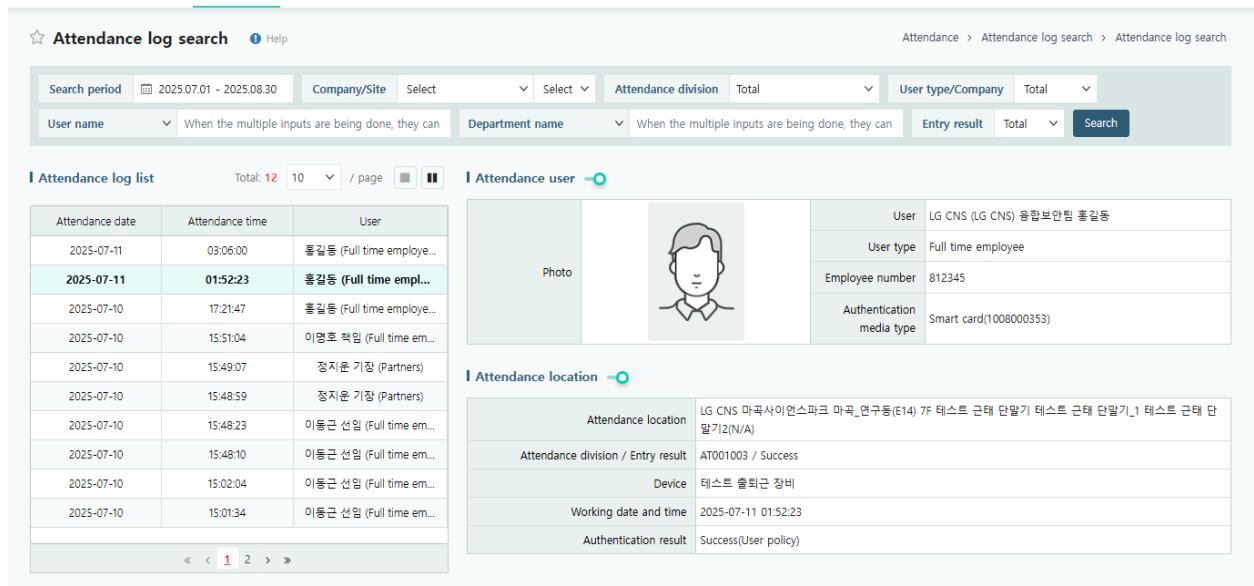
2

Basic search criteria	Search period	- Enter From date/To date
	Company/Site	- Single selection of company and site
	Attendance division	- There are 3 values: Total, work and leave work
	User Type/Company	<ul style="list-style-type: none"> - Single selection among executives/visitors - When selecting executives, multiple selections are possible for employees of company/employees from the other company/etc.
	User name	<ul style="list-style-type: none"> - Single selection of username/employee number/custom - When selecting a user, multiple selections of specific users can be made in the pop-up
	Department Name	<ul style="list-style-type: none"> - Single selection from department name/department ID/department designation pop-up - When selecting department-designated pop-up, multiple selections of specific departments can be made from the pop-up
	Entry result	- There are 3 values: Total, Success and Failure

- ① After entering the search criteria, click the **Search** button.
- The entry date and time inquiry period cannot exceed a maximum of 31 days.

- Search for company/site, attendance division, user information, department, entry result.

- ② You can click the Change Layout  icon to view attendance history details.
- ③ Attendance User: User Information
- ④ Attendance Location: Attendance location, division, entry result, device, working date and time, authentication result.



The screenshot shows the 'Attendance log search' interface. At the top, there are search filters for 'Search period' (2025.07.01 - 2025.08.30), 'Company/Site' (Select), 'Attendance division' (Total), 'User type/Company' (Total), and a 'Search' button. Below the filters, there are dropdowns for 'User name', 'Department name', and 'Entry result'. The main area is divided into three sections: 'Attendance log list', 'Attendance user', and 'Attendance location'. The 'Attendance log list' section displays a table of attendance records from July 11, 2025, to July 10, 2025. The 'Attendance user' section shows a user profile for a full-time employee named Hong Gil Dong (홍길동) with employee number 812345. The 'Attendance location' section shows the location details for the last entry.

Attendance date	Attendance time	User
2025-07-11	03:06:00	홍길동 (Full time employee)
2025-07-11	01:52:23	홍길동 (full time empl...)
2025-07-10	17:21:47	홍길동 (Full time employee)
2025-07-10	15:51:04	이영호 책임 (Full time em...
2025-07-10	15:49:07	정지운 기장 (Partners)
2025-07-10	15:48:59	정지운 기장 (Partners)
2025-07-10	15:48:23	이동근 선임 (Full time em...
2025-07-10	15:48:10	이동근 선임 (Full time em...
2025-07-10	15:02:04	이동근 선임 (Full time em...
2025-07-10	15:01:34	이동근 선임 (Full time em...

Photo	User: LG CNS (LG CNS) 통합보안팀 홍길동
	User type: Full time employee
	Employee number: 812345
	Authentication media type: Smart card(1008000353)

Attendance location: LG CNS 마곡사이언스파크 마곡_연구동(E14) 7F 테스트 근태 단말기 테스트 근태 단말기_1 테스트 근태 단말기_2(N/A)
Attendance division / Entry result: AT001003 / Success
Device: 테스트 출퇴근 장비
Working date and time: 2025-07-11 01:52:23
Authentication result: Success(User policy)

Figure 12-3. Attendance log search

▶ Excel Download attendance log search

- ① Click the Change layout icon .
- ② Click the  button at the top of the list of attendance log search to be viewed
- ③ Enter the reason for the download request and the download password in the file download settings pop-up, and then click the  button

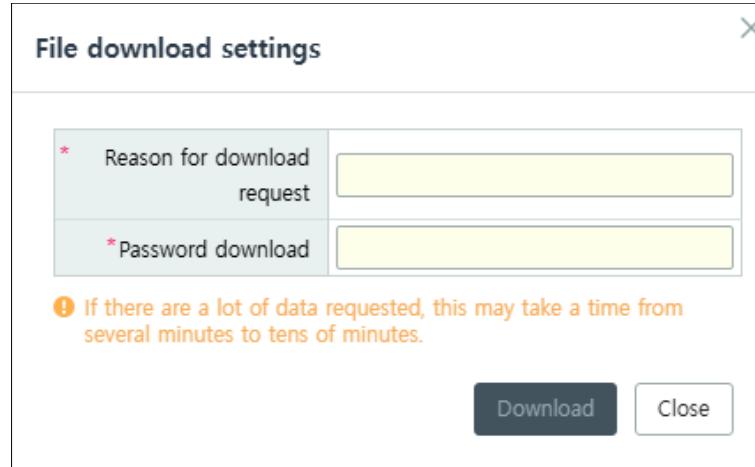


Figure 12-4. File Download Settings

- ④ The attendance history list will be downloaded as an Excel file
- ⑤ Open the file and enter the password you set to unlock it 123

1	Attendance date	Attendance time	Company	Site	User company	Department	User	Employee number	Entry result	Attendance division	Authentication media type	Card ID
2	2025-07-11	03:06:00	LG CNS	마곡사이언	LG CNS (LG CNS)	출근보안팀	홍길동 (Full time emp)	812345	Success	AT001003	Smart card	1008000353
3	2025-07-11	01:52:23	LG CNS	마곡사이언	LG CNS (LG CNS)	출근보안팀	홍길동 (Full time emp)	812345	Success	AT001003	Smart card	1008000353
4	2025-07-10	17:21:47	LG CNS	마곡사이언	LG CNS (LG CNS)	출근보안팀	홍길동 (Full time emp)	812345	Success	AT001003	Smart card	1008000353
5	2025-07-10	15:51:04	LG CNS	마곡사이언	LG CNS	출근보안팀	이민호 채인 (Full time)	76071	Success	AT001003	Smart card	1008000240
6	2025-07-10	15:49:07	LG CNS	마곡사이언	LG CNS (LGIT)	보안플랫폼팀	정지운 기장 (Partner)	A112001	Success	AT001003	Smart card	1008000120
7	2025-07-10	15:48:59	LG CNS	마곡사이언	LG CNS (LGIT)	보안플랫폼팀	정지운 기장 (Partner)	A112001	Success	AT001003	Smart card	1008000120
8	2025-07-10	15:48:23	LG CNS	마곡사이언	LG CNS	보안플랫폼팀	이종근 선일 (Full time)	84435	Success	AT001003	Smart card	1008000441
9	2025-07-10	15:48:10	LG CNS	마곡사이언	LG CNS	보안플랫폼팀	이종근 선일 (Full time)	84435	Success	AT001003	Smart card	1008000441
10	2025-07-10	15:02:04	LG CNS	마곡사이언	LG CNS	보안플랫폼팀	이종근 선일 (Full time)	84435	Success	AT001003	Smart card	1008000441
11	2025-07-10	15:01:34	LG CNS	마곡사이언	LG CNS	보안플랫폼팀	이종근 선일 (Full time)	84435	Success	AT001003	Smart card	1008000441
12	2025-07-10	14:45:18	LG CNS	마곡사이언	LG CNS	보안플랫폼팀	이종근 선일 (Full time)	84435	Success	AT001003	Smart card	1008000441
13	2025-07-09	14:15:31	LG CNS	마곡사이언	LG CNS	보안플랫폼팀	이종근 선일 (Full time)	84435	Success	AT001003	Smart card	1008000441

Figure 12-5. Download Attendance log search124

12.2 Attendance history list

12.2.1 Basic screen configuration

You can view past Attendance history in the Attendance history list menu. The basic screen configuration is as follows.

Figure 12-6. Attendance history list screen125

- ① Attendance > Enter the attendance history list menu.
 - ② A list of all attendance history is viewed, and each attendance history contains basic information and detailed information.

12.2.2 Attendance history list inquiry

► Attendance history list Inquiry

Attendance history list Help

Attendance > Attendance history list > Attendance history list

*Search period	2025.07.01 - 2025.07.28	*Working standard hours	08:30 ~ 17:30	Working days	All
*Company/Site	LG CNS	마곡사이언스파크	Working status	All	Department name
User type/Company	Total	User name	When the multiple inputs are being done, they can	Search	

I Attendance log list

Total: 2 10 / page

Download

Work date	Go to work time (Location)	Leave work time (Location)	Company/Site	Department	User	Employee num...	Working status
2025-07-10	14:45:18 테스트 근태 단말기	15:48:23 테스트 근태 단말기	LG CNS 마곡사이언스...	보안플랫폼팀	이동근 선임 (Full time employee)	84435	Late
2025-07-10	15:48:59 테스트 근태 단말기	15:49:07 테스트 근태 단말기	LG CNS 마곡사이언스...	보안플랫폼팀	정지운 기장 (Partners)	A112001	Late

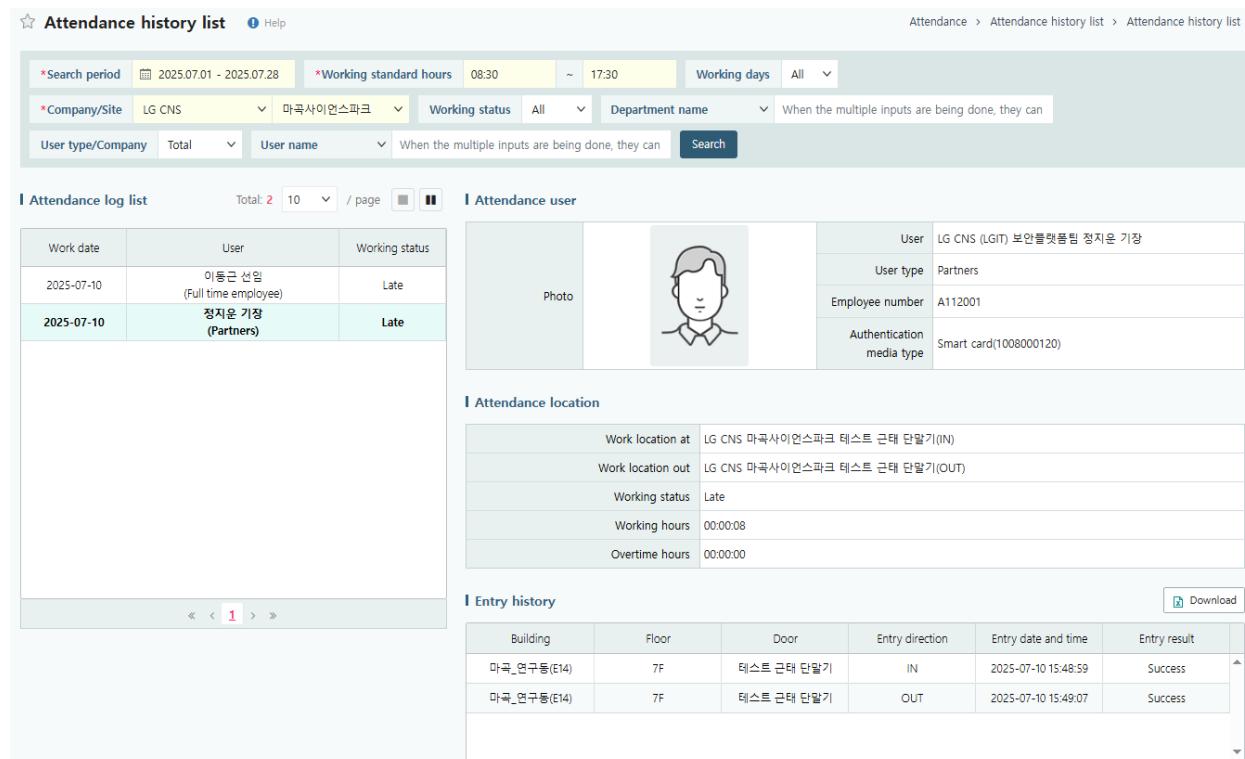
< < 1 > >

Figure 12-7. Attendance history list12

6

Basic search criteria	Search period	- Enter From date/To date
	Working standard hours	- Enter From time/To time
	Working days	- There are options from Monday to Sunday or all days
	Company/Site	- Single selection of company and site
	Working status	- There are 3 values: All, Normal and Late
	Department Name	<ul style="list-style-type: none"> - Single selection from department name/department ID/department designation pop-up - When selecting department-designated pop-up, multiple selections of specific departments can be made from the pop-up
	User Type/Company	<ul style="list-style-type: none"> - Single selection among executives/visitors - When selecting executives, multiple selections are possible for employees of company/employees from the other company/etc.
	User name	<ul style="list-style-type: none"> - Single selection of username/employee number/custom - When selecting a user, multiple selections of specific users can be made in the pop-up

- ① After entering the search criteria, click the **Search** button.
 - The entry date and time inquiry period cannot exceed a maximum of 31 days.
 - Search for Working standard hours, working days, working status, company/site, user information, department.
- ② You can click the Change Layout  icon to view attendance history details.
- ③ Attendance User: User Information
- ④ Attendance Location: Work location, status, working hours, overtime hours.
- ⑤ Entry history: Attendance history details (attendance by user)



The screenshot shows the 'Attendance history list' interface. At the top, there are search filters for 'Search period' (2025.07.01 - 2025.07.28), 'Working standard hours' (08:30 ~ 17:30), 'Working days' (All), 'Company/Site' (LG CNS), 'User name' (마곡사이언스파크), 'Working status' (All), and 'Department name'. Below the filters is a note about multiple inputs and a 'Search' button. The main area is divided into sections: 'Attendance log list' (showing two entries for July 10th, one for a full-time employee and one for a partner), 'Attendance user' (showing a user profile for LG CNS LGIT), 'Attendance location' (showing work location at and out, status, hours), and 'Entry history' (showing building, floor, door, direction, date, and result). A download button is located in the bottom right corner of the entry history section.

Figure 12-8. Attendance history list

► Excel Download entry history

- ① In the detail screen, click on an item then scroll down to "Entry history" on the right there is a download button.
- ② Click the .
- ③ Enter the reason for the download request and the download password in the file download settings pop-up, and then click the **다운로드** button.

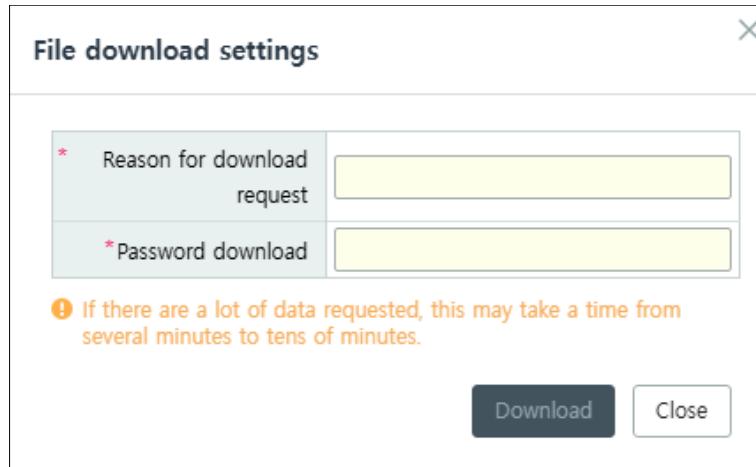


Figure 12-9. File Download Settings

- ④ The entry history list will be downloaded as an Excel file
- ⑤ Open the file and enter the password you set to unlock it 127

1	Building	Floor	Location	Entry direction	Entry date and time	Entry result
2	마곡_연구동(E14)	7F	테스트 근태 단말기	IN	2025-07-10 15:48:59	Success
3	마곡_연구동(E14)	7F	테스트 근태 단말기	OUT	2025-07-10 15:49:07	Success

Figure 12-10. Download Entry History List128

▶ Excel Download attendance history list

- ① Click the Change layout icon
- ② Click the button at the top of the list of attendance history to be viewed
- ③ Enter the reason for the download request and the download password in the file download settings pop-up, and then click the button

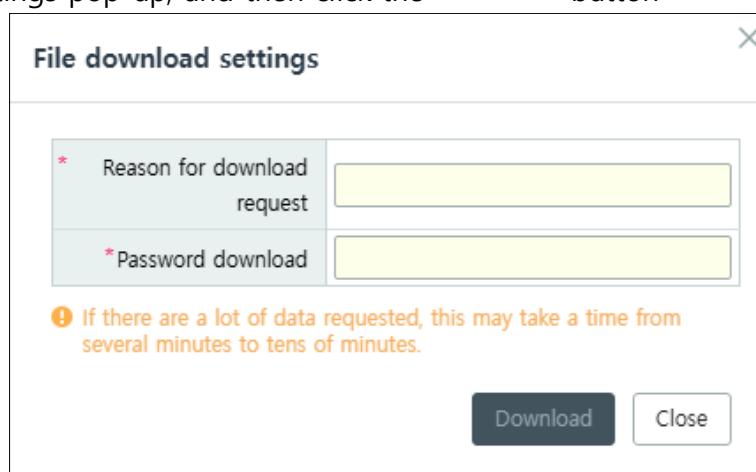


Figure 12-11. File Download Settings

- ④ The attendance history list will be downloaded as an Excel file
- ⑤ Open the file and enter the password you set to unlock it 129

1	Work date	Go to work time(Location name)	Leave work time	Company/Site	Department	User	Employee number	Authentication media	Working hours	Overtime hours	Working status
2	2025-07-10	2025-07-10 14:45:18(데스트 근태 단말기)	2025-07-10 15:48:23(데스트 근태 단말기)	LG CNS/마곡사이언스파크	보안플랫폼팀	이동근	84435	Smart card(1008000441)	01:03:05	00:00:00	Late
3	2025-07-10	2025-07-10 15:48:59(데스트 근태 단말기)	2025-07-10 15:49:07(데스트 근태 단말기)	LG CNS/마곡사이언스파크	보안플랫폼팀	정지운	A112001	Smart card(1008000120)	00:00:08	00:00:00	Late

Figure 12-12. Download Attendance History List1210

13. Organization

13.1 Company/Site Management

13.1.1 Basic screen configuration

SecuXper IDP+ allows you to register, delete, and manage your company and sites directly. A company has multiple business sites, and that business site includes many buildings. The basic screen configuration is as follows.

The screenshot shows the 'Company list' page under 'Organization > Company/site management'. The top navigation bar includes 'Group', 'Total', 'Company name', 'Company ID', and a 'Search' button. Below the header, there's a search bar with 'Total: 111' and a 'Download' button. The main content area displays a table with columns: Group, Company name, Company ID, Order, Number of site, Number of buildings, and Day and time of revision. The table lists 11 entries, each with a checkbox and a small icon. At the bottom, there's a navigation bar with page numbers (1-10) and a 'New' button.

Company list							
Group		Company name	Company ID	Order	Number of site	Number of buildings	Day and time of revision
<input type="checkbox"/>	LG	(주)CNP Cosmetics	3016	10	2	8	2024-03-09 18:20:01
<input type="checkbox"/>	LG	(주)LG	1001	20	1	6	2024-03-09 18:19:59
<input type="checkbox"/>	LG	(주)첨복마루	3020	30	1	1	2024-03-09 18:20:02
<input type="checkbox"/>	LG	BP사	3018	40	3	0	2024-03-09 18:20:02
<input type="checkbox"/>	LG	Biztech I	3005	50	2	1	2024-03-09 18:20:01
<input type="checkbox"/>	LG	Biztech On	3046	60	2	1	2024-03-09 18:20:03
<input type="checkbox"/>	LG	LX벤처스	3050	68	0	0	2024-03-09 18:20:03
<input type="checkbox"/>	LG	LG CNS 베트남법인	3051	69	1	0	2024-03-09 18:20:03
<input type="checkbox"/>	LG	D&O	1009	70	6	6	2024-03-09 18:19:59
<input type="checkbox"/>	LG	DVER	3029	80	1	0	2024-03-09 18:20:02

Figure 13-1. Basic screen configuration of company/site management131

- ① Enter the Organization > Company/site management menu.
- ② Search conditions at the top and company lists at the bottom.

13.1.2 Company Inquiry

The following describes how to view a company.

Basic search criteria	Group	- Single Group Selection
	Company Name	- Multiple inputs, separated by ",", up to 100 characters
	Company ID	- Multiple inputs, separated by ",", up to 100 characters
	Availability	- All/Used/Unused Single Selection

The screenshot shows a company list interface. At the top, there are search filters for 'Group' (dropdown), 'Total' (dropdown), 'Company name' (text input), 'When the multiple inputs are being done, they can' (text input), 'Company ID' (text input), 'When the multiple inputs are being done, they can' (text input), and a 'Search' button. Below the filters is a table titled 'Company list' with 111 entries per page. The table has columns: Group, Company name, Company ID, Order, Number of site, Number of buildings, and Day and time of revision. The data includes various LG group companies like LG CNS, BP, and Biztech. At the bottom of the table, there is a navigation bar with page numbers (1-10) and a 'Download' button. Below the table are 'New' and 'Delete' buttons.

Figure 13-2. Company List Lookup132

- ① Enter your search criteria on the Company List screen.
- ② When you click the **Search** button, a list of companies that meet the search criteria you entered will be displayed.

► Excel Download

- ① Click the **Download** button at the top of the list to save the company list as an Excel file.

► Detailed Company Information Inquiry

- ① Click 
- ② Click the company you want to view in detail in the list of companies on the left.

- ③ You can view detailed information such as company ID and description on the right.

The screenshot shows a company management interface. On the left, there's a list of companies under 'Company list' with 111 total entries. One entry is highlighted: 'LG (주)CNP Cosmetics'. On the right, detailed information for this company is displayed, including its ID (3016), name ((주)CNP Cosmetics), order (10), explanation (LG생활건강의 자매사), and registered information (2021-11-23 16:32). Below this is a 'Site list' section showing two sites: '사업장' and '사업장2' with IDs 30161077 and 30161078 respectively. At the bottom are buttons for New, Save, and Delete.

Group	Company name
LG	(주)CNP Cosmetics
LG	(주)LG
LG	(주)첨복마루
LG	BP사
LG	Biztech I
LG	Biztech On
LG	UX번처스
LG	LG CNS 베트남법인
LG	D&O
LG	DVER

Company ID	Company name
3016	(주)CNP Cosmetics

Order
10

Explanation
LG생활건강의 자매사

Registered information	Revision information
2021-11-23 16:32 (IDP+ System)	2024-03-09 18:20 (IDP+ Solution Admin)

Site list					
	Business ID	* Site name	* Time zo...	Explanation	Number of buildings
<input type="checkbox"/>	30161077	사업장	Asia/Seoul		<u>1</u>
<input type="checkbox"/>	30161078	사업장2	Asia/Seoul		<u>1</u>

Figure 13-3. Company Information Detailed Inquiry13-3

13.1.3 Add a company

The following describes how to register a new company.

	Group	Company name	Company ID	Order	Number of site	Number of buildings	Day and time of revision
<input type="checkbox"/>	LG	(주)CNP Cosmetics	3016	10	2	8	2024-03-09 18:20:01
<input type="checkbox"/>	LG	(주)LG	1001	20	1	6	2024-03-09 18:19:59
<input type="checkbox"/>	LG	(주)형복마루	3020	30	1	1	2024-03-09 18:20:02
<input type="checkbox"/>	LG	BP사	3018	40	3	0	2024-03-09 18:20:02
<input type="checkbox"/>	LG	Biztech I	3005	50	2	1	2024-03-09 18:20:01
<input type="checkbox"/>	LG	Biztech On	3046	60	2	1	2024-03-09 18:20:03
<input type="checkbox"/>	LG	LX벤처스	3050	68	0	0	2024-03-09 18:20:03
<input type="checkbox"/>	LG	LG CNS 베트남법인	3051	69	1	0	2024-03-09 18:20:03
<input type="checkbox"/>	LG	D&O	1009	70	6	6	2024-03-09 18:19:59
<input type="checkbox"/>	LG	DVER	3029	80	1	0	2024-03-09 18:20:02

Figure 13-4. Company List134

- ① Click the New button at the bottom right of the company list screen.

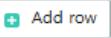
I Basic Information

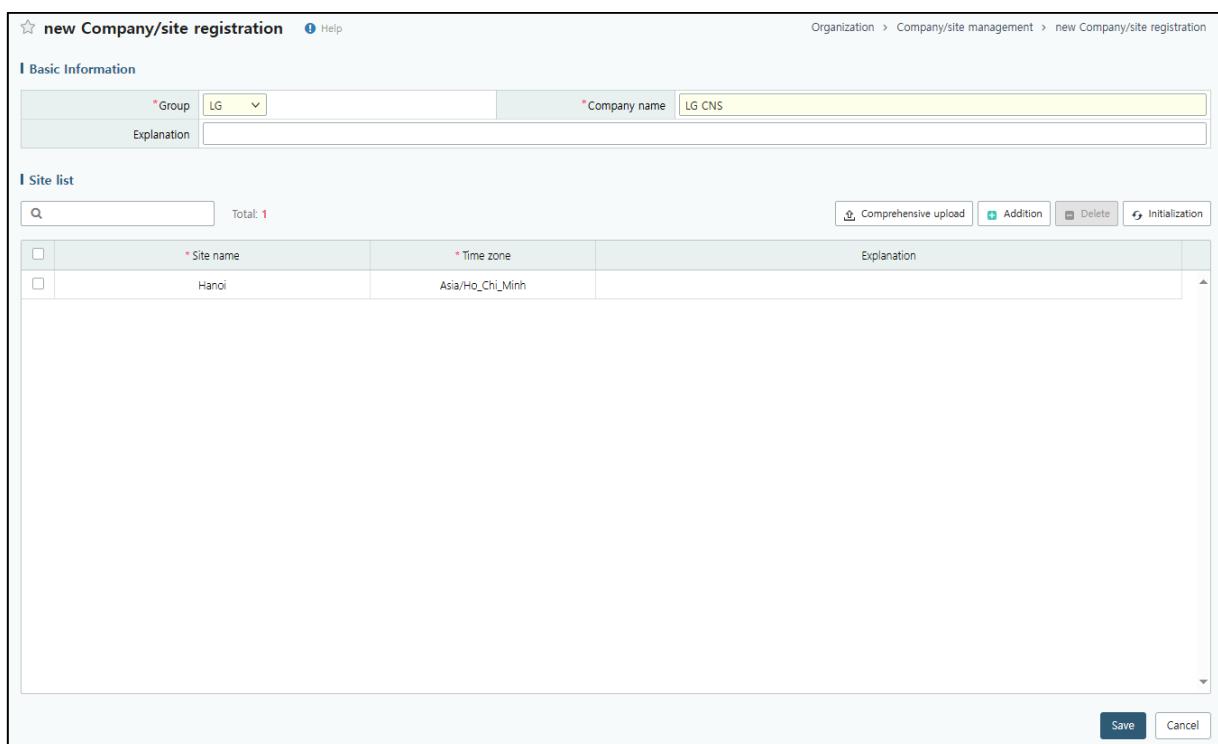
*Group: LG	*Company name: <input type="text"/>
Explanation: <input type="text"/>	

I Site list

	*Site name	*Time zone	Explanation
<input type="checkbox"/>			

Figure 13-5. New registration of company/site135

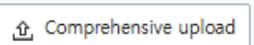
- ② On the new company/site registration screen, enter the company's basic information: group company selection, company name, and description.
- ③ If you also want to add your business location, click the  button in the list of business locations below.



The screenshot shows the 'new Company/site registration' interface. At the top, there are fields for 'Group' (set to 'LG') and 'Company name' (set to 'LG CNS'). Below this is a section titled 'Site list' containing a table with one row. The table has columns for 'Site name' (Hanoi) and 'Time zone' (Asia/Ho_Chi_Minh). At the bottom right of the screen are 'Save' and 'Cancel' buttons.

	* Site name	* Time zone	Explanation
<input type="checkbox"/>	Hanoi	Asia/Ho_Chi_Minh	

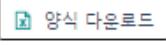
Figure 13-6. Row of business sites136

- ④ When a new row is added to the list, enter a business location name and description.
- ⑤ If you want to register multiple business locations in bulk, click the  button.



The screenshot shows a 'File upload' dialog box. It contains a toolbar with buttons for 'File upload', 'Form download', and 'Find'. At the bottom right are 'Confirm' and 'Close' buttons.

Figure 13-7. Batch Upload File Upload137

- ⑥ Click the button on the file upload screen to download the form file. 
- ⑦ Fill out the form and save it.

	A	B	C
1	*Site name	*Time zone	Explanation
2	A Site	sample	sample

Figure 13-8. Bulk registration form for business premises138

- ⑧ On the Upload File screen, click to upload the form file and click the button.
- ⑨ The new business location is added to the list of business locations.
- ⑩ If there is a site you want to delete among the business sites you have added to the business location list, check it and click the button.
- ⑪ When you're done adding your site, click the button.

The screenshot shows a company registration completion screen. At the top, it says "Company/site registration completed". Below that, under "Basic Information", there is a table with columns for Company ID (9594), Company name (LG CNS Vietnam), Explanation, Registered information (2025-06-09 15:57 (hupq)), and Revision information (2025-06-09 15:57 (hupq)). Under "Site list", there is a table with columns for Business ID (95941000), Site name (Hanoi), Time zone (Asia/Ho_Chi_Minh), Explanation (Vietnam LG CNS), and Number of buildings (0). A search bar and a download button are also present.

Business ID	Site name	Time zone	Explanation	Number of buildings
95941000	Hanoi	Asia/Ho_Chi_Minh	Vietnam LG CNS	0

Figure 13-9. Company registration completion screen139

- ⑫ The company registration is completed, and the basic company information and site list are viewed once again on the company/site new registration screen.

13.1.4 Edit Company Information

To edit your company details, follow these steps:

The screenshot shows the 'Company list' screen with the following interface elements:

- Header:** Organization > Company/site management > Company list
- Search Bar:** Group, Total, Company name, Company ID, Search
- Company list Table:** Shows 112 entries across 10 pages. One entry is highlighted: 'LG' with 'fpttest1'.
- Detail Information Panel:** Displays Company ID (9587), Order (101), Explanation (new test), Registered information (2024-01-10 18:13 (Dao Duc Trung)), Revision information (2024-11-28 15:42 (Dong Ngoc Hieu)).
- Site list Table:** Shows 5 entries. One entry is highlighted: '95871001' with 'test1'.
- Buttons:** New, Save, Delete.

Figure 13-10. Correcting Company Details1310

- ① On the Company list screen, click .
- ② In the Company list, click the company you want to edit.
- ③ After editing the company name and description in the details searched on the right, click the  button to complete the company information correction.

13.1.5 Delete a company

The following describes how to delete a company.

The screenshot shows the 'Company list' screen with the following details:

- Header:** Company list, Help, Organization > Company/site management > Company list.
- Search Bar:** Group, Total (10), Company name (fpttest1), Company ID (9587), Search.
- Company List:** A table showing 112 companies. One company, 'fpttest1', is highlighted in green. The table includes columns: Group, Company name, and a list of companies including 하나아이엔에스, 하나카드(주), 한국풀리, 한국정보통신, 한국후지쯔, 테스트회사1, FPT, 현대엔지니어링, and fpttest1.
- Detail Information:** A panel showing details for the selected company: Company ID (9587), Order (101), Explanation (new test), Registered information (2024-01-10 18:13 (Duc Trung)), Revision information (2024-11-28 15:42 (Dong Ngoc Hieu)).
- Site List:** A table showing 5 sites. The table includes columns: Business ID, Site name, Time zone, Explanation, Number of buildings, and Day and time of revi... . The sites listed are test1 (Asia/Seoul), test2 (GMT), test3 (Asia/Seoul), test4 (GMT), and Dev/TestAddSite (Asia/Seoul).
- Buttons:** New, Save, Delete.

Figure 13-11. Deleting a company1311

- ① On the Company list screen, click .
- ② In the Company list, click the company you want to edit.
- ③ Click the  button at the bottom right to complete the deletion.

13.1.6 Business Site Inquiry

There are two ways to view a company's business list:

► Business Site Inquiry (1)

The screenshot shows a company list interface. At the top, there are search filters for 'Group', 'Total' (set to 10), 'Company name', 'Company ID', and a note about multiple inputs. Below the filters is a table titled 'Company list' with columns: Group, Company name, Company ID, Order, Number of site, Number of buildings, and Day and time of revision. The table contains 11 rows of data. Row 10, which corresponds to the 'LG' company from the previous figure, is highlighted with a green background. This row has a 'Number of site' value of 5 and a 'Day and time of revision' of 2024-11-28 15:42:06. The last row, 'Open testCom8', has a 'Number of site' value of 1. At the bottom of the table, there is a page navigation bar with numbers 1 through 10, where 10 is highlighted. Below the table are 'New' and 'Delete' buttons.

Group	Company name	Company ID	Order	Number of site	Number of buildings	Day and time of revision
Non-LG	하나아이엔에스	2007	960	1	0	2024-03-09 18:20:00
Non-LG	하나카드(주)	2004	970	1	0	2024-03-09 18:20:00
Non-LG	한국필리	2036	980	1	0	2024-03-09 18:20:01
Non-LG	한국정보통신	2009	990	1	0	2024-03-09 18:20:00
Non-LG	한국후지쯔	2015	1000	1	0	2024-03-09 18:20:00
Open	테스트회사1	4001	1010	1	2	2025-03-10 19:45:40
Open	FPT	4002	1011	2	0	2024-01-10 18:45:17
Open	현대엔지니어링	4003	1012	1	1	2023-11-07 14:33:43
LG	fpttest1	9587	1014	5	0	2024-11-28 15:42:06
Open	testCom8	4012	1022	1	0	2024-01-16 18:24:01

Figure 13-12. Company List – View Business Site List1312

- ① Enter the search criteria on the company list screen and click the **Search** button.
- ② Click the number in the Number of Business Locations column for the company you want to view a list of business locations.

The screenshot shows a modal window titled 'Site list'. Inside the window, there is a table with two columns: 'Business ID' and 'Site name'. The table contains two rows: one for '40021000' with 'Site name' 'Vietnam', and another for '40021001' with 'Site name' 'fpttest'. There is also a close button (X) at the top right of the modal.

Business ID	Site name
40021000	Vietnam
40021001	fpttest

Figure 13-13. Viewing the list of business locations13-13

- ③ A site list pop-up will appear, and a list with the company's business ID and site name will be displayed.

► Business Site Inquiry (2)

The screenshot shows a web-based application for managing company and site information. On the left, there is a 'Company list' table with 112 entries. The table has two columns: 'Group' and 'Company name'. Some entries include: Non-LG (하나아이엔에스), Non-LG (하나카드(주)), Non-LG (한국릴리), Non-LG (한국정보통신), Non-LG (한국후지쯔), Open (테스트회사1), Open (FPT), Open (현대엔지니어링), LG (fpttest1), and Open (testCom8). On the right, there is a 'Detail information' section for a specific company (Company ID: 4003). This section includes fields for Order (101), Explanation (현대엔지니어링_ HEC), Registered information (2023-11-07 14:33 (이연주)), and Revision information (2023-11-07 14:33 (이연주)). Below this is a 'Site list' table with one entry: Business ID 40031000, Site name 본사, Time zone Asia/Seoul, Explanation 서울시 종로구 출곡..., Number of buildings 1, and Day and time of revi... 2023-11-07 14:33:43. At the bottom right are buttons for New, Save, and Delete.

Figure 13-14. Company Detailed Inquiry - Workplace List Inquiry1314

- ④ Enter the search criteria on the company list screen and click the **Search** button.
- ⑤ Click
- ⑥ In the Company list, click the company you want to view the list of sites.
- ⑦ The list of the company's business sites is displayed on the right.
- ⑧ Click to download the company's business list as an Excel file.

13.1.7 Add Site

The following describes how to add a business location to your company.

The screenshot shows the 'Company list' section on the left, displaying a grid of company entries with columns for Group and Company name. One entry is highlighted: 'Open' (현대엔지니어링). The 'Detail information' section on the right shows details for this company, including Company ID (4003), Order (101), Explanation (현대엔지니어링_ HEC), Registered information (2023-11-07 14:33 (이연주)), and Revision information (2023-11-07 14:33 (이연주)). Below this is the 'Site list' section, which contains a single row for a business location with Business ID (40031000), Site name (본사), Time zone (Asia/Seoul), Explanation (서울시 종로구 흥국...), Number of buildings (1), and Day and time of revi... (2023-11-07 14:33:43). At the bottom right are buttons for New, Save, and Delete.

Figure 13-15. Company Detailed Inquiry - Add site15

- ① Search for a company on the Company list screen.
- ② Click
- ③ In the Companies list, click the company to which you want to add a business location.
- ④ Press the button located at the bottom right.
- ⑤ A new row is added to the list of business locations.
- ⑥ Enter the business name and description fields.
- ⑦ When you're done, click .

13.1.8 Edit business location information

The following describes how to edit the details of a business place.

The screenshot shows the 'Company list' section with a total of 112 entries, page 10. An entry for '현대엔지니어링' is selected. The 'Detail information' section shows Company ID 4003, Order 101, Explanation '현대엔지니어링_HEC', Registered information '2023-11-07 14:33 (이연주)', and Revision information '2023-11-07 14:33 (이연주)'. The 'Site list' section shows one entry for Business ID 40031000, Site name '현대엔지니어링', Time zone 'Asia/Seoul', Explanation '서울시 종로구 불곡...', Number of buildings '1', and Day and time of revi... '2023-11-07 14:33:43'. Buttons for New, Save, and Delete are at the bottom.

Figure 13-16. Company Detailed Inquiry – Modify Site13

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- ① Search for a company on the Company list screen.
- ② Click
- ③ In the list of locations, click the name or description of the business that you want to edit.
- ④ Modify the contents.
- ⑤ Click the button to complete the modification.

13.1.9 Delete a business location

The following describes how to delete a site.

Company list

Organization > Company/site management > Company list

Group Total Company name When the multiple inputs are being done, they can Company ID When the multiple inputs are being done, they can Search

Company list

Total: 112 10 / page

Group	Company name
Non-LG	하나아이엔에스
Non-LG	하나카드(주)
Non-LG	한국풀리
Non-LG	한국정보통신
Non-LG	한국후지쯔
Open	테스트회사1
Open	FPT
Open	현대엔지니어링
LG	fpttest1
Open	testCom8

Detail information

Company ID	4003	Company name	현대엔지니어링
Order	101	Explanation	현대엔지니어링_ HEC
Registered information	2023-11-07 14:33 (이연주)	Revision information	2023-11-07 14:33 (이연주)

Site list

Total: 1

<input checked="" type="checkbox"/>	Business ID	* Site name	* Time zo...	Explanation	Number of buildings	Day and time of revi...
<input checked="" type="checkbox"/>	40031000	본사	Asia/Se...	서울시 종로구 율곡...	1	2023-11-07 14:33....

New Save Delete

Figure 13-17. Company Detail Inquiry – Workplace Deletion13

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- ① Search on the Company List screen.
- ② Click 
- ③ Select the business that you want to delete from the list of locations.
- ④ Click the  button.
- ⑤ Click the  button to complete the deletion.

13.1.10 Building Inquiry

Each business site includes a building, and the following describes how to view the list of buildings.

► View building list by company

The screenshot shows a company management interface. At the top, there are search filters for 'Group' (Non-LG), 'Company name' (하나카드(주)), and 'Company ID' (51069). A modal window titled 'Building list' is open, displaying a table of buildings for the selected company. The table has columns: Building ID (51069, 51082) and Building name (테스트회사빌딩1, A빌딩). Below this, a larger table lists buildings across multiple sites. The columns are: Number of site, Number of buildings, and Day and time of revision. The data shows various entries, with one entry for the selected company having 2 buildings last revised on 2025-03-10 19:45:40.

Building ID	Building name
51069	테스트회사빌딩1
51082	A빌딩

Number of site	Number of buildings	Day and time of revision
1	0	2024-03-09 18:20:00
1	0	2024-03-09 18:20:00
1	0	2024-03-09 18:20:01
1	0	2024-03-09 18:20:00
1	0	2024-03-09 18:20:00
1	2	2025-03-10 19:45:40
2	0	2024-01-10 18:45:17
1	1	2023-11-07 14:33:43
5	0	2024-11-28 15:42:06
1	0	2024-01-16 18:24:01

Figure 13-18. Inquiry of building list by company13

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- ① Search for a company on the Company list screen.
- ② In the list of companies, click the number of buildings field.
- ③ The list of buildings for the company is viewed.

▶ View building list by business site

The screenshot shows the 'Company list' section with a table of companies and their details. One company, '테스트회사1', is selected. To its right is the 'Detail information' panel, which displays specific details for this company. Below these are the 'Site list' and 'Building list' sections.

Group	Company name
Non-LG	하나아이엔에스
Non-LG	하나카드(주)
Non-LG	한국필리
Non-LG	한국정보통신
Non-LG	한국후지쯔
Open	테스트회사1
Open	FPT
Open	현대엔지니어링
LG	fpttest1
Open	testCom8

Detail information

Company ID	4001	Company name	테스트회사1
Order	101	Explanation	vvip테스트
Registered information	2023-06-15 10:10 (이연주)	Revision information	2025-03-10 19:45 (이회수)

Site list

	Business ID	* Site name	* Time zo...	Explanation	Number of buildings	Day and time of revi...
<input type="checkbox"/>	40011000	테스트사업장1	Asia/Mon...		2	2025-03-10 19:45:40

Figure 13-19. Company Detail1319

- ① Search for a company on the Company list screen.
- ② Click 
- ③ Click the company you want to view the building list in the company list.
- ④ In the Business Locations list, click the number in the Number of Buildings field.

The pop-up window displays the 'Building list' for the selected company. It includes a 'Basic Information' section and a detailed 'Building list' table.

Basic Information

Business ID	40011000	Site name	테스트사업장1
-------------	----------	-----------	---------

Building list

	Building ID	Building name	Classificati...	Ground flo...	Basement	Explanation
<input type="checkbox"/>	S1069	테스트회사빌딩1	Private bui...	10	0	
<input type="checkbox"/>	S1082	A빌딩	Private bui...	10	3	

Figure 13-20. Building listing pop-up1320

- ⑤ The building list pop-up screen will appear, and the building list of the company will be viewed.

13.1.11 Add a building

The following describes how to add a building to your business.

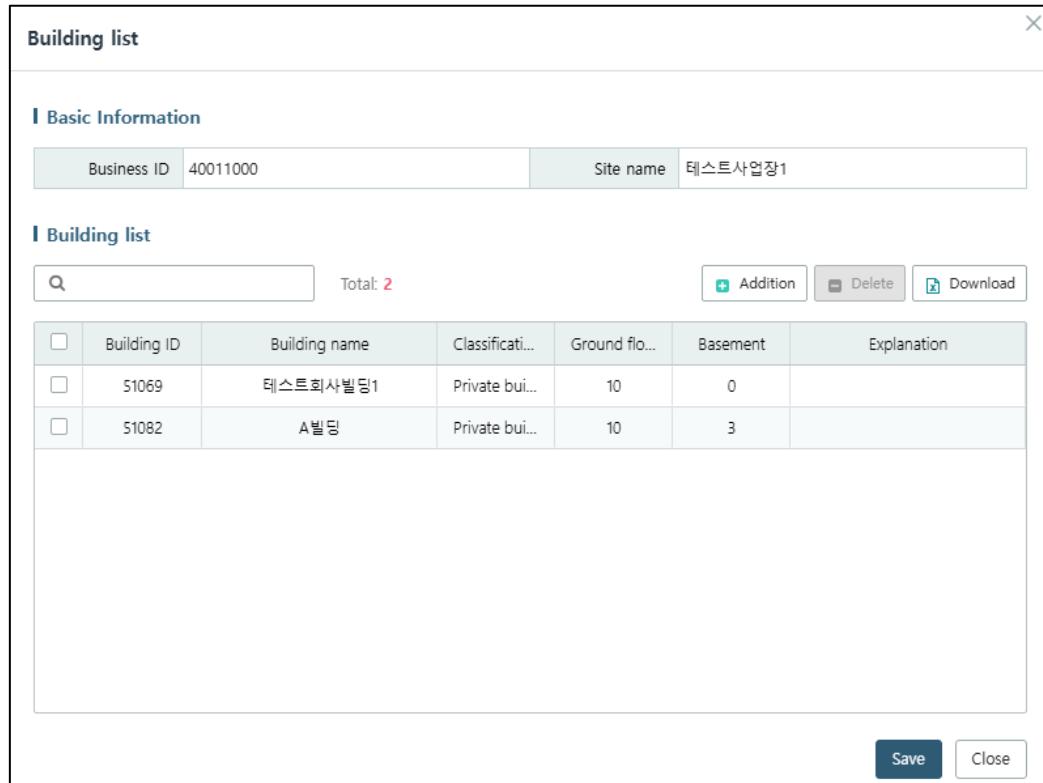


Figure 13-21. Building List Pop-up - Add Building1321

- ① Refer to 'View Building List by Site' in '11.4.10 Building Inquiry' to open the building list pop-up screen.
- ② Click the button on the pop-up screen.

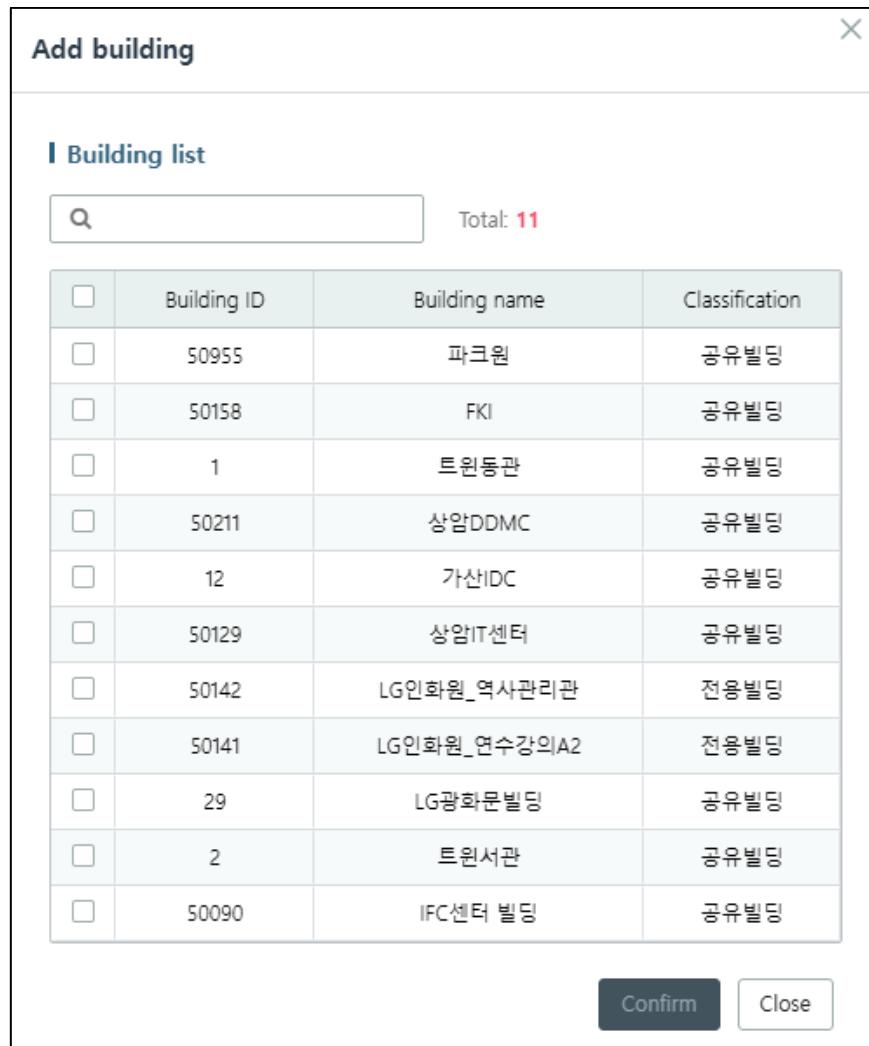


Figure 13-22. Add Building Pop-up1322

③ When the Add Building pop-up appears, enter the building name to search.

④ Select the buildings you want to add and click the **Confirm** button.

⑤ Once the building you added to the Building List pop-up is added, click the **Save** button.

⑥ When the 'Save successful' message appears, click the **Confirm** button.

13.1.12 Deleting a building

The following describes how to delete a building from a business site.

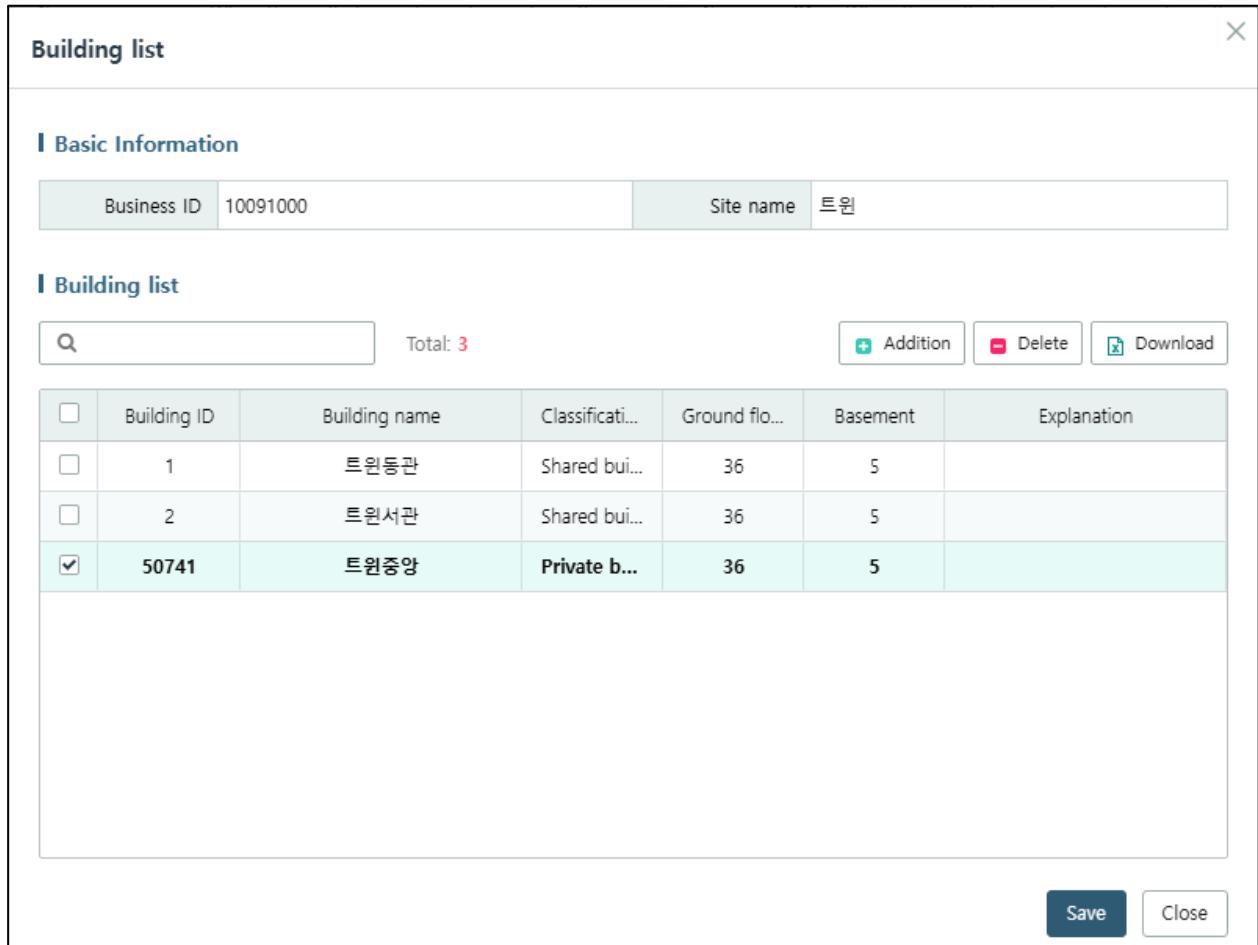


Figure 13-23. Building List Pop-up - Delete Building13

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- ① Refer to 'View Building List by Site' in 'Building Search' to open the building list pop-up screen.
- ② In the Building List pop-up screen, select the building you want to delete.
- ③ Click the button.
- ④ If you see the message "Do you want to delete?", click "Yes".
- ⑤ When it is removed from the list, click the button.
- ⑥ When prompted by the 'Save successful' message, click .

13.2 Department Management

13.2.1 Basic screen configuration

IDP+ manages each user's personnel information and department information for granting access rights according to the organization. Department information can be registered manually directly in IDP+ or through linkage with each company's HR system.

The screenshot shows the 'Department list' page. At the top, there are search filters for 'Company', 'Total', 'Department name', 'Upper department name', and 'Team leader'. Below the filters is a search bar with a star icon. The main area displays a table titled 'Department list' with columns: Company, Department ID, Department name, Upper department ID, Upper department name, Team Leader, and Day and time of revision. The table contains 11 rows of department data. At the bottom of the table, there is a navigation bar with page numbers (1-10) and a 'New' button.

Company	Total	Department name	When the multiple inputs are being done, they can	Upper department name	When the multiple inputs are being done, they can		
Team lead	When the multiple inputs are being done, they can	Search	☆				
Department list							
Total: 11,665	10	/ page	<input type="button"/>	<input type="button"/>	<input type="button"/>	<input type="button"/> Download	
□	Company	Department ID	Department name	Upper department ID	Upper department name	Team Leader	Day and time of revision
□	(주)LG	50002378	기술협의회	50000000	(주)LG		2025-06-03 15:30:01
□	(주)LG	50000014	Brand담당	50000001	회장실		2025-06-03 15:30:01
□	(주)LG	D1000007	진단2팀당	50000001	회장실		2025-06-03 15:30:01
□	(주)LG	50000004	비서팀	50000003	부회장실		2025-06-03 15:30:01
□	(주)LG	50000005	업무지원				2025-06-03 15:30:01
□	(주)LG	A2479	운영사무국				2025-06-03 15:30:01
□	(주)LG	D1000006	진단1팀당	50000001	회장실		2025-06-03 15:30:01
□	(주)LG	A2202	일본사업협력팀				2025-06-03 15:30:01
□	(주)LG	D0000004	O8	50000001	회장실		2025-06-03 15:30:01
□	(주)LG	D1000001	정도경영TFT	50000001	회장실		2025-06-03 15:30:01

Figure 13-24. Department List Main Screen13

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- ① Click the Organization > Department Management menu.
- ② The search criteria area at the top and the department list are searched at the bottom.

13.2.2 Department Inquiry

The following describes how to search for departments and lists.

Basic search criteria	Company	- Single company selection
	Department Name	<ul style="list-style-type: none"> - Select and enter a single selection from department name/department ID/department designation pop-up - When selecting a department-designated pop-up, you can select multiple specific departments in the pop-up
	Upper Department name	<ul style="list-style-type: none"> - Select a single pop-up from the upper department name/upper department ID/upper department designation pop-up and enter it - When selecting the pop-up for the designation of the upper department, multiple selections of specific departments can be made in the pop-up
	Team Leader name	- Select Team Leader name/Employee numbers of Team Leader

The screenshot shows a web-based application interface for a 'Department list' search. At the top, there are several search filters: 'Company' (dropdown), 'Total' (dropdown), 'Department name' (dropdown), 'Upper department name' (dropdown), and 'Team leader' (dropdown). Below the filters is a search bar with a 'Search' button and a star icon. The main area is titled 'Department list' and displays a table of department data. The table has columns: Company, Department ID, Department name, Upper department ID, Upper department name, Team Leader, and Day and time of revision. There are 11,665 total entries. The table includes a header row and several data rows. A red box highlights a small icon in the top right corner of the table header, which is described as a 'Change Layout Icon'. At the bottom of the table, there are navigation links for page numbers (1 to 10) and a 'Download' button. At the very bottom, there are 'New' and 'Delete' buttons.

Figure 13-25. Department List Lookup (Change Layout Icon)1325

- ① Enter your search criteria on the Department List screen.
- ② If you want to view the details of a department, select List + Detailed layout.
You can check the details of the selected department as shown in Figure 6-30.

The screenshot shows the 'Department list' screen. At the top, there are search filters for 'Company', 'Total', 'Department name', 'Upper department name', and a 'Team leader' dropdown. A 'Search' button and a star icon are also present. The main area displays a table of department details with columns: Company, Department ID, Department name, Upper department ID, Upper department name, Team Leader, and Day and time of revision. One row is selected, showing the company as '(주)LG', department ID as '50002378', name as '기술협의회', upper department ID as '50000000', upper department name as '(주)LG', team leader as '회장실', and revision information as 'Batch Program (2024-01-26 16:35)'. Below the table is a navigation bar with page numbers (1-10) and a 'Download' button. At the bottom right are 'New', 'Save', and 'Delete' buttons.

Figure 13-26. Inquiry of Department Details

13.2.3 Department registration

The method of registering a new department is as follows.

The screenshot shows the 'Department list' screen with a selected row highlighted. The selected row corresponds to the data shown in Figure 13-26. The table columns are identical: Company, Department ID, Department name, Upper department ID, Upper department name, Team Leader, and Day and time of revision. The 'New' button is visible at the bottom right of the screen.

Figure 13-27. Department List Screen1326

- ① On the department list screen, click the **New** button at the bottom right.

The screenshot shows a department registration interface. At the top, there's a header bar with tabs like '부서 등록' (Department Registration), '도움말' (Help), and a breadcrumb path '조직 > 부서 관리 > 부서 등록'. Below the header, there's a section for '기본정보' (Basic Information) with a company dropdown set to 'LG CNS'. A '부서 목록' (Department List) table follows, showing two rows of data:

확인	확인상세	*부서ID	*부서명	*상위부서유무	상위부서ID	상위부서명	팀장명	팀장사번
<input type="checkbox"/>		D0012	소프트웨어 개발2팀	없음				
<input type="checkbox"/>		D0011	소프트웨어 개발1팀	없음				

At the bottom right of the table area, there are buttons for '전체저장' (Save All), '선택저장' (Save Selection), and '목록' (List).

Figure 13-28 Department Registration Screen1327

- ② Enter your company and registration method and click the button.
- ③ Enter the required and optional input conditions, and then click the button.
 - Click the button to register additional departments
 - If you want to delete a row, select the row and click the button
 - If you want to delete all the information you typed, click the button

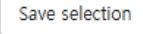
The screenshot shows a department registration interface with an error review step. The 'Basic Information' section has a company dropdown set to '(주)CNP Cosmetics'. The 'Department list' table shows one row of data, but the 'Upper department' field contains the error message 'Not found':

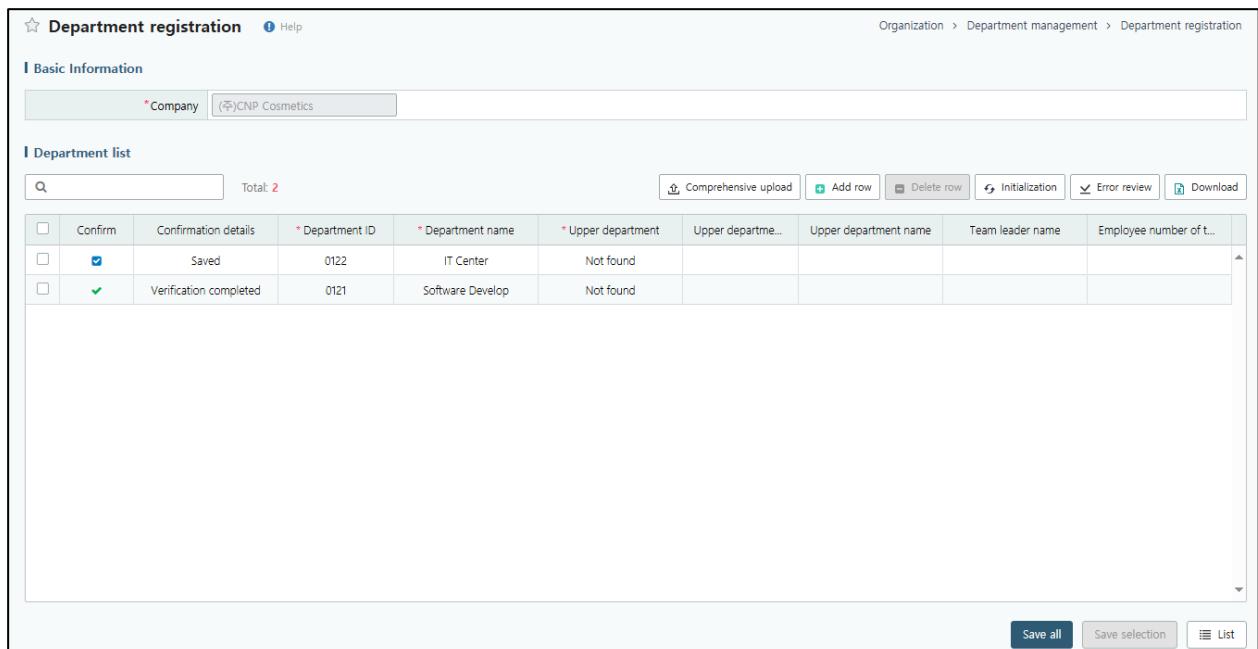
Confirm	Confirmation details	* Department ID	* Department name	* Upper department	Upper departme...	Upper department name	Team leader name	Employee number of t...
<input type="checkbox"/>		0121	Software Develop	Not found				

At the bottom right, there are buttons for 'Save all', 'Save selection', and 'List'.

Figure 13-29. Department Registration Error Review1328

- If the upper department is 'present', the upper department ID and the upper department's signature must also be written.

- You can search in the department list by entering information in the text box at the top left of the department list.
- ④ When you click the  button, the list of departments to register will be downloaded in Excel.
- | | A | B | C | D | E | F | G |
|---|------------------------|---------------|-----------------|------------------|-----------------------|-------------------------|-------------|
| 1 | Confirmation details | Department ID | Department name | Upper department | Upper department name | Upper department leader | Team leader |
| 2 | Verification completed | | 122 | IT Center | Not found | | |
| 3 | Verification completed | | 121 | Software Develop | Not found | | |
- Figure 13-30. Downloading a list of departments to enroll1329
- ⑤ After reviewing the errors, click the  or  button when the verification is complete ✓.
- ⑥ If an error occurs, the reason is specified in the confirmation detail field.
- ⑦ The saved data is marked accordingly. .



The screenshot shows the 'Department registration' page. At the top, there's a 'Basic Information' section with a 'Company' dropdown set to '(C)CNP Cosmetics'. Below it is a 'Department list' table with the following data:

	Confirm	Confirmation details	* Department ID	* Department name	* Upper department	Upper department name	Team leader name	Employee number of t...
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Saved	0122	IT Center	Not found			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification completed	0121	Software Develop	Not found			

At the bottom right of the table are buttons for 'Save all', 'Save selection', and 'List'.

Figure 13-31. Department registration completed1330

13.2.4 Bulk registration of departments

You can fill in the Excel form and register multiple departments in batches.

The bulk registration method for departments is as follows.

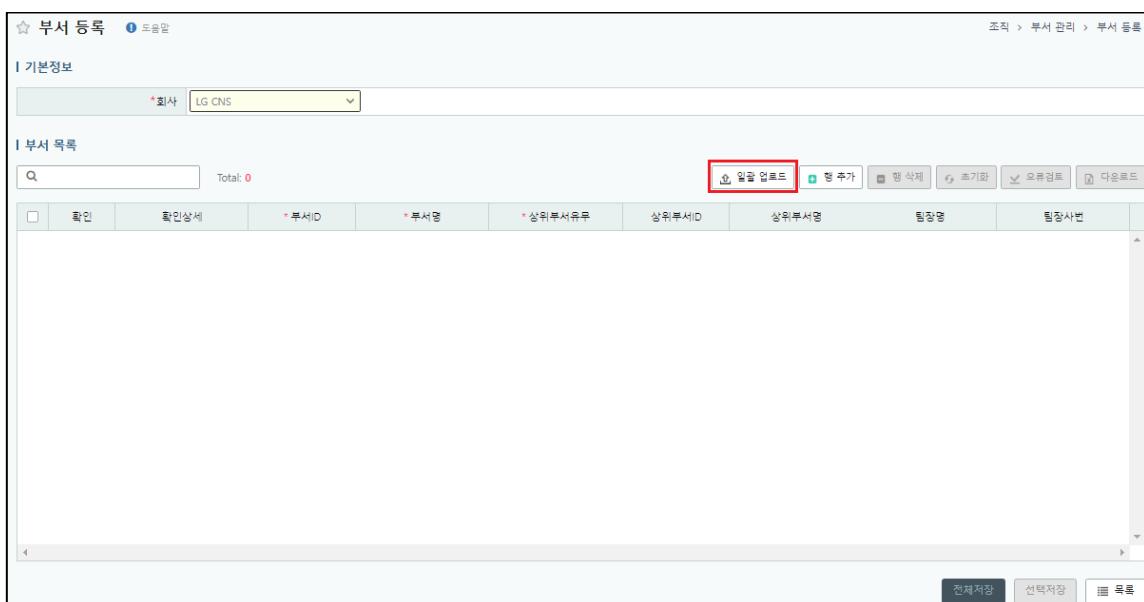


Figure 13-32. Department Registration Screen1331

- ① On the Department Registration screen, select your company and registration method.
- ② Click the button.
- ③ Click the button in the pop-up to download the Excel form.

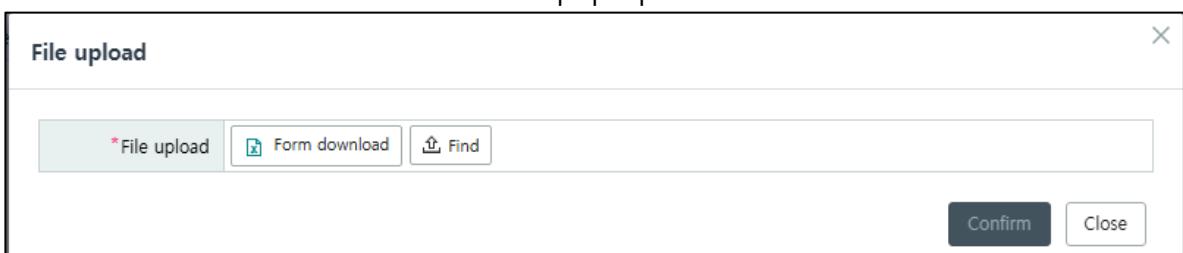


Figure 13-33. File Upload Popup1332

- ④ Fill in the department information to register according to the form and save it.

	A	B	C	D	E	F	G	H	I
1	*Department	*Department	Upper dep.	Upper dep.	Upper dep.	Team lead	Employee number of team leader		
2	10001	SW Develop.	Existing	20001	IT Business	John Doe	EXM0002		

Figure 13-34. Filling out the form1333

- ⑤ Click the button in the pop-up to upload that file and click the button.

Department list									
<input type="text"/> Q		Total: 1		<input type="button" value="Comprehensive upload"/> <input type="button" value="Add row"/> <input type="button" value="Delete row"/> <input type="button" value="Initialization"/> <input type="button" value="Error review"/> <input type="button" value="Download"/>					
	Confirm	Confirmation details	* Department ID	* Department name	* Upper department	Upper departme...	Upper department name	Team leader name	Employee number of t...
<input type="checkbox"/>			10001	SW Development dept	Existing	20001	IT Business Division	John Doe	EXM0002

Figure 13-35. Bulk upload of departments13

34

- ⑥ When the department information entered in Excel is reflected in the list, click the button to review the errors.
- ⑦ When you're done, click the or button. Bulk registration of departments is completed.

13.2.5 Edit Department Information

Department information can be edited on the detailed information inquiry screen. The following describes how to edit department information.

The screenshot shows a web-based application interface for managing department information. At the top, there is a header with the title 'Department list' and a 'Help' link. Below the header, there are several search and filter fields: 'Company' (dropdown), 'Total' (dropdown), 'Department name' (dropdown), 'When the multiple inputs are being done, they can' (dropdown), 'Upper department name' (dropdown), 'When the multiple inputs are being done, they can' (dropdown), 'Team leader' (dropdown), and 'When the multiple inputs are being done, they can' (dropdown). A 'Search' button and a magnifying glass icon are also present. The main area is divided into two sections: 'Department list' on the left and 'Detail information' on the right. The 'Department list' section contains a table with columns: Company, Department ID, and Department name. The table lists various departments under company '(주)LG'. The 'Detail information' section shows a single department's details: Company: (주)LG, Department ID: 50002378, Department name: 기술협의회, Upper department: (주)LG, Team Leader: (empty), Registered information: Batch Program (2024-01-26 16:35), and Revision information: IDP+ Solution Admin (2025-06-03 15:30). There are 'Download' and 'Print' buttons at the top of the detail section. At the bottom of the detail section, there are 'New', 'Save', and 'Delete' buttons. The page footer includes a navigation bar: Organization > Department management > Department list.

Figure 13-36. Department Detail Inquiry Screen13

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- ① On the department list screen, search in the list + detailed layout.
- ② Click the specific department you want to edit.
- ③ You can see that the details are viewed on the right side, and the items that can be edited are opened.
 - Modification is possible for department name, usage, upper department, and team leader items
 - Enter the name of the upper department or team leader in the text box and click the magnifying glass icon to search
- ④ After filling in the corrections, click the **Save** button to complete the edits.

13.2.6 Delete a department

The following describes how to delete a department.

This screenshot shows the 'Department list' screen. At the top, there are search and filter fields for 'Company', 'Total', 'Department name', 'Upper department name', and 'Team leader'. Below the header is a table titled 'Department list' with columns: Company, Department ID, Department name, Upper department ID, Upper department name, Team Leader, and Day and time of revision. There are 11,665 total entries. The first entry, '(주)LG 50002378 기술협의회', has its checkbox checked. A 'Delete' button is located at the bottom right of the table area.

Figure 13-37. Deleting multiple departments1336

- ① If you are searching in a list-type layout on the department management screen, select the rows you want to delete and click the button at the bottom right.

This screenshot shows the 'Department list' screen with a single department selected for deletion. The selected department is '(주)LG 50002378 기술협의회'. On the right side, a 'Detail information' panel is open, displaying the company, department ID, department name, upper department, team leader, registered information, and revision information. At the bottom right of the screen, there are 'New', 'Save', and 'Delete' buttons.

Figure 13-38. Deleting a single department13-37

- ② If you are viewing in the List+Detailed layout, click the specific department you want to delete.
- ③ Click the delete button under the details on the right.
- ④ When prompted by the "Do you want to delete?" message, click .

13.3 Partner Company Management

13.3.1 Basic screen configuration

It provides a function to manage the company belonging to the personnel of partner companies.

The screenshot shows the 'Partner list' screen. At the top, there are search filters for 'Company' and 'Partner name', a 'Search' button, and a breadcrumb navigation: Organization > Partner management > Partner list. The main area is divided into two sections: 'Partner list' on the left and 'Detail information' on the right. The 'Partner list' section contains a table with columns 'Company' and 'Partner', listing various Korean companies. The 'Detail information' section has four input fields: 'Company name', 'Partner name', 'Registered information', and 'Revision information'. At the bottom, there are navigation buttons for pages 1 through 10, and action buttons for 'New', 'Save', and 'Delete'.

Figure 13-39. Supplier Management Basic Screen13

38

- ① Click the Organization > Partner management menu.
- ② A list of registered partners is viewed.

13.3.2 Partner Inquiry

The search conditions on the partner list screen and how to view the list are as follows.

Basic search criteria	Company	- Single company selection
	Partner Name	- Separate by ',' for multiple inputs - Up to 100 characters can be entered

The screenshot shows the 'Partner list' inquiry screen. At the top, there are search filters for 'Company' and 'Total' (set to 10), and a 'Partner name' input field containing '(주)HS에드'. A 'Search' button is next to it. The main area has two sections: 'Partner list' (listing 10 partners) and 'Detail information' (showing details for the selected partner). The 'Partner list' table has columns 'Company' and 'Partner'. The 'Detail information' panel shows fields: Company name (주)LG, *Partner name (주)HS에드, Registered information (IDP+ Solution Admin 2023-10-16 10:50), and Revision information (IDP+ Solution Admin 2025-06-03 15:30). At the bottom right are 'New', 'Save', and 'Delete' buttons.

Figure 13-40. Partner List Inquiry13

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- ① Enter search conditions such as company, partner company name, and usage status.
- ② Click the search button to view data that meets the criteria.

13.3.3 Partner registration

The following describes how to register a new partner.

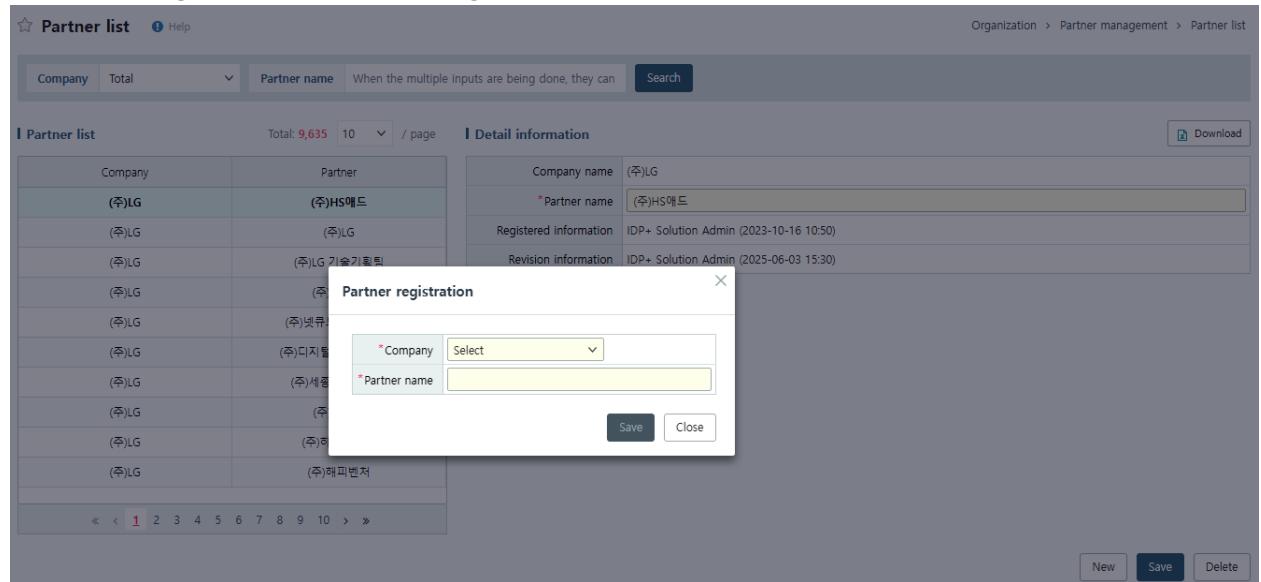


Figure 13-41. New registration of partner companies13

40

- ① Click the **New** button on the list of partner companies.
- ② Enter the name of the company and the partner company in the partner registration pop-up.
- ③ Click the **Save** button.

13.3.4 Modify partner information

The screenshot shows a web-based application for managing partners. At the top, there's a navigation bar with 'Organization > Partner management > Partner list'. Below it is a search bar with fields for 'Company' and 'Partner name', and a 'Search' button. To the right of the search bar are links for 'Download' and 'Help'.

The main area is divided into two sections: 'Partner list' on the left and 'Detail information' on the right. The 'Partner list' section contains a table with columns 'Company' and 'Partner'. The first row shows '(주)LG' and '(주)HS에드'. The 'Detail information' section shows details for '(주)HS에드': Company name, Partner name, Registered information, and Revision information. Buttons for 'New', 'Save', and 'Delete' are located at the bottom right of the detail view.

Company	Partner
(주)LG	(주)HS에드
(주)LG	(주)LG
(주)LG	(주)LG 기술기획팀
(주)LG	(주)LG전자
(주)LG	(주)넷큐브테크놀러지
(주)LG	(주)디지털플러스시스템
(주)LG	(주)세종에듀케이션
(주)LG	(주)필라넷
(주)LG	(주)하이프라자
(주)LG	(주)해피벤처

Detail information:

Company name	(주)LG
*Partner name	(주)HS에드
Registered information	IDP+ Solution Admin (2023-10-16 10:50)
Revision information	IDP+ Solution Admin (2025-06-03 15:30)

Buttons: New, Save, Delete

Figure 13-42. Modify parner information1341

- ① Select the partner you want to edit.
- ② Edit the name of the partner company or whether it is used in the details on the right.
- ③ Click the **Save** button.

14. Setting

14.1 Menu Management

14.1.1 Basic screen configuration

You can view the menu of SecuXper IDP+ and edit the menu name and change the order.

The screenshot shows the 'Menu list' interface. On the left, a tree view lists menu items: SecuXper IDP+ (expanded), User, Visit, Authentication medium, Entry, Location/Device, Diner, Attendance, Analysis monitoring, Organization, and Setting. On the right, the 'Detail information' section has two tabs: 'Basic Information' and 'Multilingual'. Under 'Basic Information', there are four rows with columns for ID, Type, Name, and URL. Under 'Multilingual', there are three rows with columns for Korean, English, and Japanese.

ID	Type	Name	URL

Korean	English	Japanese

Figure 14-1. Menu Management Basic Screen141

- ① Tap Settings on the top menu tab.
- ② Tap Menu Management menu on the left menu.

14.1.2 Menu Inquiry

The screenshot shows the 'Menu list' interface. On the left, there is a tree view of menu items under 'SecuXper IDP+'. The 'User' node is expanded, showing 'User Management', 'User photo registration', and 'Retired personnel management'. Other collapsed nodes include 'Visit', 'Authentication medium', 'Entry', 'Location/Device', 'Diner', 'Attendance', 'Analysis monitoring', 'Organization', and 'Setting'. At the top of the left panel are dropdown menus for 'English' and 'Basic menu', and buttons for 'Expand all' and 'Fold all'. To the right, under 'Detail information', there are two sections: 'Basic Information' and 'Multilingual'. The 'Basic Information' section contains four rows with columns for 'ID', 'Type', 'Name', and 'URL'. The 'Multilingual' section contains three rows with columns for 'Korean', 'English', and 'Japanese'.

Figure 14-2. Menu List142

- ① You can search the menu while changing the search conditions of the menu list.
- ② Click the button to see the submenu and click the button to hide the submenu.
- ③ Click the button to expand the entire menu or click the button to collapse the entire menu.
- ④ If you select one of the menu lists, you can view the details on the right.

This screenshot shows the 'Menu list' interface with a specific menu item selected. The 'User' node under 'SecuXper IDP+' is highlighted in green, indicating it is selected. The 'User Management' node under 'User' is also highlighted in green. The rest of the menu tree and the right-hand detail panel are identical to Figure 14-2.

Figure 14-3. Menu Detail Inquiry143

14.1.3 Modify the menu

Detail information

- Basic Information**

ID	
Type	
Name	
URL	

- Multilingual**

Korean	
English	
Japanese	

Figure 14-4. Menu List144

- ① Change the search condition of the menu list to 'Menu by company' to view the menu.
- ② If you select one of the menu lists, you can view the details on the right.

Detail information

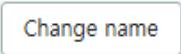
- Basic Information**

ID	menu_01010
Type	LMENU
Name	User Management
URL	/pp/user/mgmt

- Multilingual**

Korean	사용자 관리
English	User Management
Japanese	ユーザー管理

Figure 14-5. Menu Detail Inquiry145

- ③ Click button .

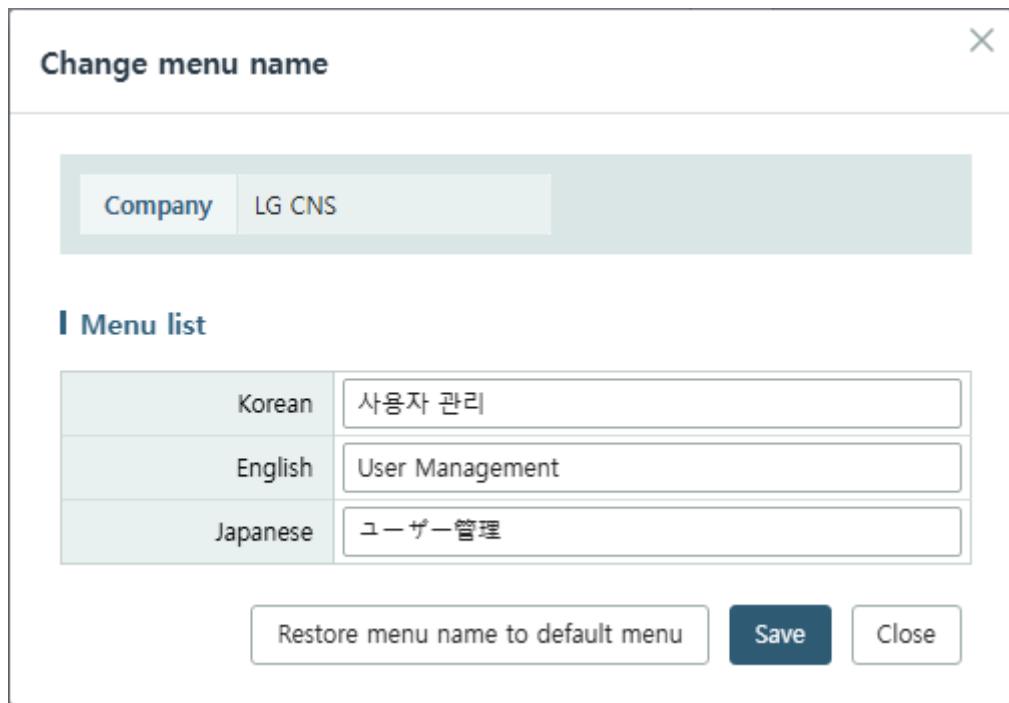
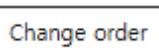


Figure 14-6. Menu Rename Screen14

- ④ Click the menu name to change it to the menu name you want to change.
- ⑤ If you want to restore the menu name to the main menu, click the button . If the restoration is successful, a 'Menu name restoration successful' message pop-up will appear. If the restore fails, the message 'Menu name restoration failed' and the reason for the failure appear in the message pop-up.
- ⑥ Click button . If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.
- ⑦ Click the button  at the top of the menu.

Change menu order

Company LG CNS Upper menu SecuXper IDP+ Select Select

Search

I Menu list

After selecting the menu, you can change the output order by each company with the Drag & Drop. When clicking the restore button, it is initialized in the order of the default menu.
When clicking the restoration button, it is initialized in the order of the default menu.

Menu ID	Menu order	Menu type	Menu name	Print order
menu_01000	1	TMENU	User	1
menu_02000	1	TMENU	Visit	2
menu_03000	1	TMENU	Authentication medium	3
menu_04000	1	TMENU	Entry	4
menu_05000	1	TMENU	Location/Device	5
menu_06000	1	TMENU	Diner	6
menu_11000	1	TMENU	Attendance	7
menu_08000	1	TMENU	Analysis monitoring	8
menu_09000	1	TMENU	Setting	9
menu_07000	1	TMENU	Organization	20

Restore menu order to default menu Save Close

Figure 14-7 Menu Reorder Screen147

- ⑧ Drag and drop the icon of the menu you want to move the menu to place it in the order you want.
- ⑨ If you want to restore them in the main menu order, click the button **Restore menu order to default menu**. If the restoration is successful, a 'Menu order restoration successful' message pop-up will appear. If the restore fails, the message 'Menu order restore failed' and the reason for the failure appear in the message pop-up.
- ⑩ Click button **Save**. If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.
- ⑪ Click button **Restore**.

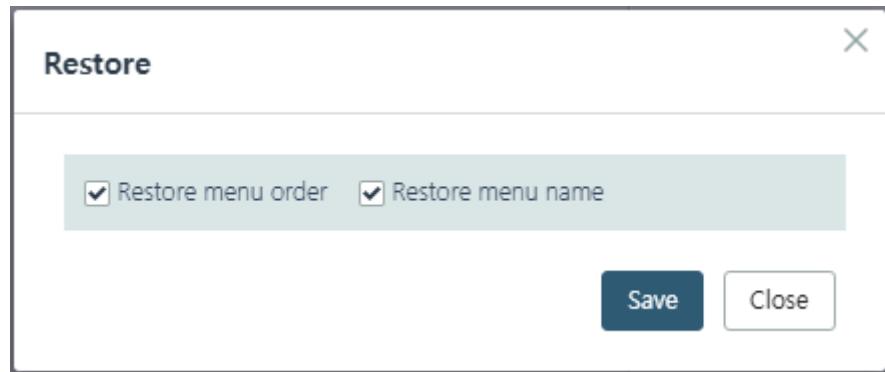


Figure 14-8. Selecting Restore Options148

- ⑫ Select the Restore menu and click the button . If the restore is successful, a 'Restore successful' message pop up. If the restore fails, a "Restore failed" message and the reason for the failure appears in the message pop-up.

14.2 Role management

14.2.1 Basic screen configuration

You can manage roles and modify, register, and delete them.

The screenshot shows a table titled 'Role list' with 14 entries. The columns are: Role ID, Role name, System authority, Explanation, User, Menu, and Revision information. The 'User' column contains numerical values (e.g., 6, 5, 2, 1, 0) which likely represent the number of users assigned to each role. The 'Menu' column also contains numerical values (e.g., 1, 2, 51, 0, 0). The 'Revision information' column includes dates and names of the last modifiers (e.g., Dong Ngoc Hieu, Nguyen Bao Long, etc.). The table has a header row and 14 data rows. At the bottom right of the table, there are 'New' and 'Delete' buttons.

	Role ID	Role name	System authority	Explanation	User	Menu	Revision information
<input type="checkbox"/>	role_1011	dev/test1	Solution manager	role_test	6	1	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1012	dev/test2	Solution manager	test2	5	2	Hieu (2024-05-06)
<input type="checkbox"/>	role_1019	dev/testifpt	Solution manager	test	2	51	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1023	test222	Solution manager		0	0	Nguyen Bao Long (2025-04-18)
<input type="checkbox"/>	role_1024	출입통제 담당자2	Solution manager	출입통제 담당자 전용 역할	0	0	이돌근 (2025-05-07)
<input type="checkbox"/>	role_1020	HHIP_HR시스템_연계	Company manager		3	0	이희수 (2025-04-29)
<input type="checkbox"/>	role_1022	LG CNS_LI-Service시스템연계	Company manager		0	19	이연주 (2025-03-31)
<input type="checkbox"/>	role_1004	LG방문포털 연계	Company manager		2	0	이연주 (2024-03-14)
<input type="checkbox"/>	role_1021	파모연계	Company manager		1	0	이연주 (2025-03-19)
<input type="checkbox"/>	role_1018	주LG시스템_연계	Company manager		0	1	이연주 (2024-08-16)

Figure 14-9. Role Management Default Screen149

- ① Tap Settings on the top menu tab.
- ② Tap Role management on the left menu.

14.2.2 Role Lookup

The screenshot shows a table titled "Role list" with 14 entries. The columns are: Role ID, Role name, System authority, Explanation, User, Menu, and Revision information. The "User" column contains numerical values (e.g., 6, 5, 2, 51, 0, 0, 3, 0, 19, 2, 0, 1, 0) which likely represent user counts or IDs. The "Revision information" column includes dates like "2024-11-28" and names like "Dong Ngoc Hieu". A search bar at the top right allows users to search by role name.

	Role ID	Role name	System authority	Explanation	User	Menu	Revision information
<input type="checkbox"/>	role_1011	devtest1	Solution manager	role_test	6	1	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1012	devtest2	Solution manager	test2	5	2	Hieu (2024-05-06)
<input type="checkbox"/>	role_1019	devtestfpt	Solution manager	test	2	51	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1023	test222	Solution manager		0	0	Nguyen Bao Long (2025-04-18)
<input type="checkbox"/>	role_1024	출입통제 담당자2	Solution manager	출입통제 담당자 전용 역할	0	0	이동근 (2025-05-07)
<input type="checkbox"/>	role_1020	HHIP_HR시스템_연계	Company manager		3	0	이회수 (2025-04-29)
<input type="checkbox"/>	role_1022	LG CNS_U-Service시스템연계	Company manager		0	19	이연주 (2025-03-31)
<input type="checkbox"/>	role_1004	LG방문포털 연계	Company manager		2	0	이연주 (2024-03-14)
<input type="checkbox"/>	role_1021	띠띠연계	Company manager		1	0	이연주 (2025-03-19)
<input type="checkbox"/>	role_1018	주LG시스템_연계	Company manager		0	1	이연주 (2024-08-16)

Figure 14-10. Role List Lookup1410

- ① You can enter it in the search condition input box located at the top of the screen, and click the search button on the right to view the list of roles that meet the conditions.
- ② If you press the button and select a list of roles, you can view the detailed information on the right side.

The screenshot shows a table titled "Role list" with 14 entries. On the right, a detailed information panel is open for the role "devtest1". The detailed information panel contains fields: Role name (devtest1), System authority (Solution manager), Explanation (role_test), User (6), Menu (1), and Revision information (Dong Ngoc Hieu (2024-11-28)). A "Download" button is available to export the data as an Excel file.

Role ID	Role name
role_1011	devtest1
role_1012	devtest2
role_1019	devtestfpt
role_1023	test222
role_1024	출입통제 담당자2
role_1020	HHIP_HR시스템_연계
role_1022	LG CNS_U-Service시스템연계
role_1004	LG방문포털 연계
role_1021	띠띠연계
role_1018	주LG시스템_연계

Figure 14-11 Role Detail Screen1411

- ③ If there is a result in the role list, you can download the result as an Excel file.

► Excel Download

- ① Tap the button  at the top right of the list of roles.
- ② According to your browser's settings, the Excel file will be saved in the Internet file download path.

14.2.3 Modify a role

- ① Enter the search condition input box located at the top of the screen and click the search button on the right.

	Role ID	Role name	System authority	Explanation	User	Menu	Revision information
<input type="checkbox"/>	role_1011	devtest1	Solution manager	role_test	6	1	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1012	devtest2	Solution manager	test2	5	2	Hieu (2024-05-06)
<input type="checkbox"/>	role_1019	devtestpt	Solution manager	test	2	51	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1023	test222	Solution manager		0	0	Nguyen Bao Long (2025-04-18)
<input type="checkbox"/>	role_1024	출입통제 담당자2	Solution manager	출입통제 담당자 전을 역할	0	0	이돌근 (2025-05-07)
<input type="checkbox"/>	role_1020	HHIP_HR시스템_연계	Company manager		3	0	이회수 (2025-04-29)
<input type="checkbox"/>	role_1022	LG CNS_U-Service시스템연계	Company manager		0	19	이연주 (2025-03-31)
<input type="checkbox"/>	role_1004	LG방문포털 연계	Company manager		2	0	이연주 (2024-03-14)
<input type="checkbox"/>	role_1021	파티연계	Company manager		1	0	이연주 (2025-03-19)
<input type="checkbox"/>	role_1018	주LGA시스템_연계	Company manager		0	1	이연주 (2024-08-16)

Figure 14-12. Role List Lookup1412

- ② If you press the button and select a list of roles, you can view the detailed information on the right side.

	Role ID	Role name
<input type="checkbox"/>	role_1011	devtest1
<input type="checkbox"/>	role_1012	devtest2
<input type="checkbox"/>	role_1019	devtestpt
<input type="checkbox"/>	role_1023	test222
<input type="checkbox"/>	role_1024	출입통제 담당자2
<input type="checkbox"/>	role_1020	HHIP_HR시스템_연계
<input type="checkbox"/>	role_1022	LG CNS_U-Service시스템연계
<input type="checkbox"/>	role_1004	LG방문포털 연계
<input type="checkbox"/>	role_1021	파티연계
<input type="checkbox"/>	role_1018	주LGA시스템_연계

I Detail information

Role name	devtest1
System authority	Solution manager
Explanation	role_test
User	6
Menu	1
Revision information	Dong Ngoc Hieu (2024-11-28)

Figure 14-13. Role Detail

- ③ Edit the role details and click the button .
- ④ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

14.2.4 Registering a role

The screenshot shows a table titled 'Role list' with 14 entries. The columns are: Role ID, Role name, System authority, Explanation, User, Menu, and Revision Information. The 'Role name' column contains names like 'dev/test1', 'dev/test2', etc. The 'System authority' column shows 'Solution manager' or 'Company manager'. The 'Explanation' column contains some Korean text. The 'User' and 'Menu' columns have numerical values. The 'Revision Information' column shows dates and names like 'Dong Ngoc Hieu' and 'Nguyen Bao Long'. There are buttons for 'New' and 'Delete' at the bottom right.

	Role ID	Role name	System authority	Explanation	User	Menu	Revision Information
	role_1011	dev/test1	Solution manager	role_test	6	1	Dong Ngoc Hieu (2024-11-28)
	role_1012	dev/test2	Solution manager	test2	5	2	Hieu (2024-05-06)
	role_1019	dev/testpt	Solution manager	test	2	51	Dong Ngoc Hieu (2024-11-28)
	role_1023	test222	Solution manager		0	0	Nguyen Bao Long (2025-04-18)
	role_1024	출입통제 담당자2	Solution manager	출입통제 담당자 전용 역할	0	0	이동근 (2025-05-07)
	role_1020	HHIP_HR시스템_연계	Company manager		3	0	이회수 (2025-04-29)
	role_1022	LG CNS_U-Service시스템연계	Company manager		0	19	이연주 (2025-03-31)
	role_1004	LG방문포털 연계	Company manager		2	0	이연주 (2024-03-14)
	role_1021	파티연계	Company manager		1	0	이연주 (2025-03-19)
	role_1018	주LG시스템_연계	Company manager		0	1	이연주 (2024-08-16)

Figure 14-14. Role Management Default Screen1413

- ① Click button on the role list screen.

The screenshot shows a modal window titled 'Role registration' with three input fields: 'Role name', 'System authority' (set to 'Solution manager'), and 'Explanation'. At the bottom are 'Save' and 'Close' buttons.

Figure 14-15. Role Registration Screen1414

- ② Enter the details on the role registration screen and click the button .
- ③ If the save is successful, a 'Save successful' message pop up. If the save fails, a 'Save failed' message pop-up appears, and the error status of the new list is displayed in the confirmation details.

The screenshot shows the 'Role list' screen in a web application. At the top, there are tabs for 'Role list', 'Help', 'Setting > Role management > Role list'. Below the tabs, there is a search bar with fields for 'System authority' (Total: 15), 'Role name' (When the multiple inputs are being done, they can be combined using AND, OR, NOT), and 'Roles which user does not have'. A 'Search' button is also present. The main area is divided into two sections: 'Role list' and 'Detail information'. The 'Role list' section contains a table with columns 'Role ID' and 'Role name'. The table rows include: role_1011 (devtest1), role_1012 (devtest2), role_1019 (devtestfpt), role_1025 (doc_test), role_1023 (test222), role_1024 (풀입통제 담당자2), role_1020 (HHIP_HR시스템_연계), role_1022 (LG CNS_U-Service시스템연계), role_1004 (LG방문포털 연계), and role_1021 (띠모연계). The row for 'role_1025' is highlighted with a light green background. The 'Detail information' section shows details for the selected role: Role name (doc_test), System authority (Solution manager), Explanation (User), and Menu (None). It also includes a 'Revision information' field with the value 'Dong Ngoc Hieu (2025-06-04)'. At the bottom right of the 'Role list' section are buttons for 'New', 'Save', and 'Delete'.

Figure 14-16. Role Registration Complete1415

- ④ If the role registration is successful, the role is added to the Role List screen.

14.2.5 Delete a role

The screenshot shows a table titled 'Role list' with the following data:

<input type="checkbox"/>	Role ID	Role name	System authority	Explanation	User	Menu	Revision Information
<input type="checkbox"/>	role_1011	dev/test1	Solution manager	role_test	6	1	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1012	dev/test2	Solution manager	test2	5	2	Hieu (2024-05-06)
<input type="checkbox"/>	role_1019	dev/testfpt	Solution manager	test	2	51	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1023	test222	Solution manager		0	0	Nguyen Bao Long (2025-04-18)
<input type="checkbox"/>	role_1024	출입통제 담당자2	Solution manager	출입통제 담당자 전용 역할	0	0	이동근 (2025-05-07)
<input type="checkbox"/>	role_1020	HHIP_HR시스템_연계	Company manager		3	0	이희수 (2025-04-29)
<input type="checkbox"/>	role_1022	LG CNS_U-Service시스템연계	Company manager		0	19	이연주 (2025-03-31)
<input type="checkbox"/>	role_1004	LG방문포털 연계	Company manager		2	0	이연주 (2024-03-14)
<input type="checkbox"/>	role_1021	피릿연계	Company manager		1	0	이연주 (2025-03-19)
<input type="checkbox"/>	role_1018	주LG시스템_연계	Company manager		0	1	이연주 (2024-08-16)

Figure 14-17. Role Management Default Screen1416

- ① You can enter it in the search condition input box located at the top of the screen and click the search button on the right to view the list of roles that meet the conditions.
- ② Select the role you want to delete from the viewed list and click the button .
- ③ 'When you delete a role, all menus and users assigned to that role are also deleted. Delete it? ' Message will appear and click the 'Yes' button.
- ④ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.

The screenshot shows a 'Role list' page with a table of roles. The table has columns: Role ID, Role name, System authority, Explanation, User, Menu, and Revision information. One row, 'role_1026' with the value 'doc_test' in the Role name column, has its checkbox checked. Other rows include 'role_1011' (devtest1), 'role_1012' (devtest2), 'role_1019' (devtestpt), 'role_1023' (test222), 'role_1024' (출입통제 담당자2), 'role_1020' (HHIP_HR시스템_연계), 'role_1022' (LG CNS_U-Service시스템연계), 'role_1004' (LG방문포털 연계), and 'role_1021' (띠모연계). The 'Revision information' column shows dates like '2024-11-28', '2024-05-06', '2024-11-28', and '2025-06-04'. Buttons at the bottom right include 'New', 'Delete', and 'Download'.

<input type="checkbox"/>	Role ID	Role name	System authority	Explanation	User	Menu	Revision information
<input type="checkbox"/>	role_1011	devtest1	Solution manager	role_test	6	1	Dong Ngoc Hieu (2024-11-28)
<input type="checkbox"/>	role_1012	devtest2	Solution manager	test2	5	2	Hieu (2024-05-06)
<input type="checkbox"/>	role_1019	devtestpt	Solution manager	test	2	51	Dong Ngoc Hieu (2024-11-28)
<input checked="" type="checkbox"/>	role_1026	doc_test	Solution manager		0	0	Dong Ngoc Hieu (2025-06-04)
<input type="checkbox"/>	role_1023	test222	Solution manager		0	0	Nguyen Bao Long (2025-04-18)
<input type="checkbox"/>	role_1024	출입통제 담당자2	Solution manager	출입통제 담당자 전용 역할	0	0	이동근 (2025-03-07)
<input type="checkbox"/>	role_1020	HHIP_HR시스템_연계	Company manager		3	0	이회수 (2025-04-29)
<input type="checkbox"/>	role_1022	LG CNS_U-Service시스템연계	Company manager		0	19	이연주 (2025-03-31)
<input type="checkbox"/>	role_1004	LG방문포털 연계	Company manager		2	0	이연주 (2024-03-14)
<input type="checkbox"/>	role_1021	띠모연계	Company manager		1	0	이연주 (2025-03-19)

Figure 14-18. Selecting a Role to Delete1417

- ⑤ Alternatively, if you press the button and select the list of roles you want to delete, you can view the detailed information on the right.

The screenshot shows a 'Role list' page with a table of roles. A checkbox next to 'role_1025' is checked. A 'Detail information' panel is open on the right side for 'role_1025'. The panel contains fields: Role name (doc_test), System authority (Solution manager), Explanation (empty), User (empty), Menu (empty), and Revision information (Dong Ngoc Hieu (2025-06-04)). Buttons at the bottom right include 'New', 'Save', and 'Delete'.

<input type="checkbox"/>	Role ID	Role name
<input type="checkbox"/>	role_1011	devtest1
<input type="checkbox"/>	role_1012	devtest2
<input type="checkbox"/>	role_1019	devtestpt
<input checked="" type="checkbox"/>	role_1025	doc_test
<input type="checkbox"/>	role_1023	test222
<input type="checkbox"/>	role_1024	출입통제 담당자2
<input type="checkbox"/>	role_1020	HHIP_HR시스템_연계
<input type="checkbox"/>	role_1022	LG CNS_U-Service시스템연계
<input type="checkbox"/>	role_1004	LG방문포털 연계
<input type="checkbox"/>	role_1021	띠모연계

Figure 14-19. Role Detail1418

- ⑥ Click button .
- ⑦ 'When you delete a role, all menus and users assigned to that role are also deleted. Delete it? ' Message will appear and click the 'Yes' button.
- ⑧ If the deletion is successful, a pop-up message will appear. If the deletion fails, the message "Deletion failed" and the reason for the failure appear in the message pop-up.

14.3 User/Menu Management by Role

14.3.1 Basic screen configuration

In User/Menu list by Role, you can set menu access rights according to the roles registered in the 'Role management' menu and assign roles to each user. The basic configuration screen is as follows.

The screenshot displays the 'User/menu list by role' interface. On the left, a sidebar titled 'Role list' lists various roles with their respective users. On the right, the main panel is titled 'User/menu list by role' and contains a grid for managing users by role. The grid has columns for Login ID, System authority, Company, Department, and Name/Appointment. A message at the bottom right of the grid area states 'No data was retrieved.' A 'Save' button is located at the bottom right of the grid area.

Figure 14-20. User/Menu list by Role Main Screen1419

- ① Enter the Settings > Manage Users/Menu by Role screen.
- ② You can see a list of roles on the left and a list of users/menus by role on the right.

14.3.2 View users by role

The following describes how to view the list of users by role.

The screenshot shows a user interface for managing users by role. On the left, there is a sidebar titled "Role list" containing a tree view of roles and their sub-roles. On the right, there is a main panel titled "User/menu list by role" with tabs for "User" and "Menu". The "User" tab is selected, showing a search bar, a toolbar with buttons for "Add row", "Employees of the company", "Name", "Initialization", and "Delete row", and a table listing users. The table has columns for Login ID, System authority, Company, Department, and Name/Appointment. Two rows are listed:

	Login ID	System authority	Company	Department	Name/Appointment
<input type="checkbox"/>	fpttest411	Solution manager	LG CNS	AA Intelligence 팀	fpttest99 test
<input type="checkbox"/>	hieubd12	Solution manager	LG CNS		Hieu

At the bottom right of the main panel is a "Save" button.

Figure 14-21. Viewing a list of users by role1420

- ① Click a specific role in the list of roles on the left.
- ② In the User by Role/menu list on the right, click the Users tab.
- ③ The list of users by role is searched, and you can search within the user list by entering specific text in the search bar.

14.3.3 Add users by role

To add users by role, follow these steps:

The screenshot shows a user interface for managing users by role. On the left, there is a 'Role list' sidebar with categories like 'Solution manager', 'System administrator', 'Company manager', 'Site manager', 'Building manager', and 'Location manager', each containing several sub-options. On the right, there is a main panel titled 'User/menu list by role'. It has tabs for 'User' and 'Menu'. Below the tabs, there is a search bar and a table with columns: Login ID, System authority, Company, Department, and Name/Appointment. Two rows are visible in the table:

	Login ID	System authority	Company	Department	Name/Appointment
<input type="checkbox"/>	fpttest411	Solution manager	LG CNS	AA Intelligence팀	fpttest99 test
<input type="checkbox"/>	hieubd12	Solution manager	LG CNS		Hieu

At the bottom right of the main panel is a 'Save' button.

Figure 14-22. Adding Users by Role1421

- ① In the Add row box at the top of the list of users by role, enter the user you want to grant the role to.
- ② Only users with a SecuXper IDP+ login ID can be added
- ③ Pressing Enter will search for you.
- ④ Click the appropriate user.
- ⑤ Click the "OK" button.
- ⑥ Once you are added to the list of users, click the button. 
- ⑦ When prompted "Do you want to save?", click "Yes".

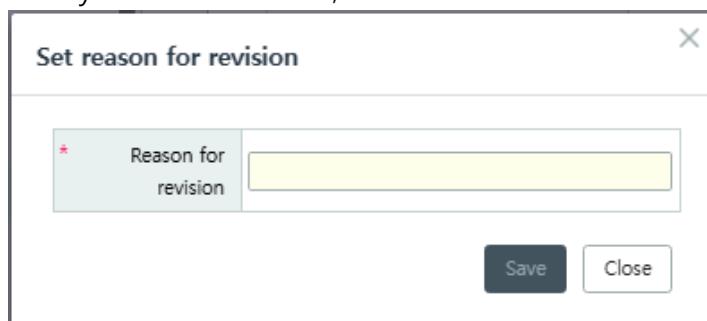


Figure 14-23. Setting the Reason for Modification1422

- ⑧ Enter the reason for modification in the setting screen and click the button  to complete user registration.

14.3.4 Delete users by role

The following describes how to delete a user by role.

The screenshot shows the 'User/menu list by role' page. On the left, there is a sidebar titled 'Role list' containing a tree view of roles and their sub-items. The 'Solution manager' node is expanded, showing items like 'devtest1', 'devtest2', 'devtestft', 'test222', and '출입통제 담당자2'. The 'Company manager' node is also expanded, showing items like 'HHIP_HR시스템_연계', 'LG CNS_U-Service시스템연계', 'LG방문포털 연계', '미모연계', '주LG시스템_연계', and '회사_관리자'. The 'Site manager' node has one item: '사업장관리자_테스트'. The 'Building manager' node has one item: '빌딩관리자_테스트'. The 'Location manager' node has one item: ' '. On the right, the main panel is titled 'User/menu list by role' and contains two tabs: 'User' (selected) and 'Menu'. Below the tabs is a search bar with a placeholder 'Q' and a total count of 'Total: 2'. There are buttons for 'Add row' (with dropdown 'Employees of the company'), 'Name' (with dropdown 'When the multiple inputs are being done'), and 'Delete row'. A 'Initialization' button is also present. A table lists two users: 'fpptest411' and 'hieubd12'. The columns are 'Login ID', 'System authority', 'Company', 'Department', and 'Name/Appointment'. The 'Save' button is located at the bottom right of the main panel.

Figure 14-24. Deleting Users by Role1423

- ① In the list of users by role, select the user whose role you want to reclaim.
- ② Click button .
- ③ When the user is removed from the list, click the button .
- ④ 'There is a user being deleted. Save?'

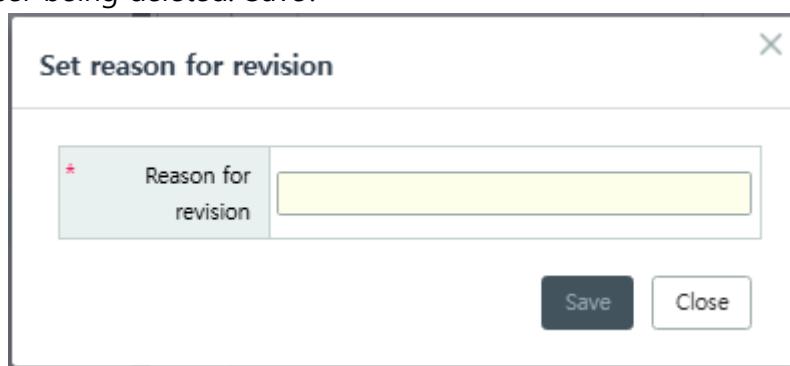


Figure 14-25. Setting the Reason for Modification1424

- ⑤ Enter the reason for editing on the edit reason setting screen and click the button to complete the user deletion.

14.3.5 Lookup menus by role

In Manage Users/Menus by Role, you can set the menus that can be accessed according to their roles. The menu for each role is as follows.

The screenshot shows the 'User/menu list by role' page. On the left, there is a 'Role list' sidebar with a tree view of roles and their sub-items. A specific role, 'devtest1', is selected and highlighted with a green background. On the right, there is a main panel titled 'User/menu list by role' with two tabs: 'User' and 'Menu'. The 'Menu' tab is selected. Below the tabs, there is a message: 'You can designate accessible menus, screens and buttons by each role. When granting menu authority, authority for sub-screen and buttons is automatically given. Blocking access to specific screens and buttons requires individual revoke of authority.' There is a dropdown menu labeled 'Total' and a 'Save' button at the bottom right. The main content area displays a detailed list of menus under the 'SecuXper IDP+' category, including 'User Management', 'User photo registration', 'Retired personnel management', 'Visit request', 'Visit status list', 'Visit card lend/return', 'Authentication medium', 'ID card application', 'Public card application', 'Card issuance', 'Post-Issue Card', 'Card management', and 'Face ID Management (Sensetime)'. Most items have checkboxes next to them, with some checked.

Figure 14-26. Viewing the menu list by role1425

- ① Click a specific role in the list of roles on the left.
- ② Click the Menu tab in the user/menu list by role on the right.
- ③ A menu list that users with the selected role can access is displayed.
- ④ If you click 'Assign' instead of 'Total' in the upper left corner, you can view only the assigned menus.

14.3.6 Add and modify role-specific menus

Newly registered roles are not assigned on any menus. Adding and modifying role-specific menus is the same. Here's how to do it.

The screenshot shows the 'User/menu list by role' interface. On the left, there is a 'Role list' sidebar with a tree view of roles and their sub-items. The 'devtest1pt' role is selected and highlighted in green. On the right, there is a main panel titled 'User/menu list by role' with tabs for 'User' and 'Menu'. A note at the top states: 'You can designate accessible menus, screens and buttons by each role. When granting menu authority, authority for sub-screen and buttons is automatically given. Blocking access to specific screens and buttons requires individual revoke of authority.' Below this is a 'Total' dropdown and a 'Save' button. The main area displays a hierarchical list of menus under 'SecuXper IDP+'. Under 'User', 'User Management', 'User photo registration', and 'Retired personnel management' are checked. Under 'Visit', 'Visit request', 'Visit status list', and 'Visit card lend/return' are checked. Under 'Authentication medium', 'ID card application', 'Public card application', and 'Card issuance' are checked. Under 'Post-Issue Card', 'Post-Issue Card' is unchecked. Under 'Card management', 'Card management' is checked. At the bottom of the list is 'Face ID Management (Sensetime)'.

Figure 14-27. Managing menus by role1426

- ① Click the role you want to edit the menu for in the list of roles on the left.
- ② Check if you want to grant permission from the menu on the right and uncheck if you want to delete permission.
 - The minimum menus that can be accessed for each role are set in the DB.
- ③ When you are done modifying, click the button **Save**.
- ④ When prompted "Do you want to save?", click "Yes".

14.4 Login ID/Permission Management

14.4.1 Basic screen configuration

In the Login ID/Right list menu, you can manage the login accounts, system permissions, and data permissions of SecuXper IDP+ users.

The screenshot shows the 'Login ID/Right list' page. At the top, there is a navigation bar with 'Setting > Login ID/Authority management > Login ID/Right list'. Below the navigation is a search bar with fields for 'Name', 'User custom', 'Search', and 'Detailed search'. There is also a note: 'When the multiple inputs are being done, they can be combined by using the AND operator'. The main area is titled 'I Login ID list' and contains a table header with columns: Login ID, System authority, Company, Department, Name/Appointment, Login ID status, Password status, Last login date and time, and Day and time of revision. A total count of '0' is shown above the table. On the right side of the table, there is a 'Download' button and a 'New' button at the bottom right corner.

Figure 14-28. Basic screen configuration1427

- ① Settings > Enter the Login ID/Right list menu.
- ② It is divided into search conditions and login ID list areas.

14.4.2 Login ID Lookup

The following describes how to view the list of login IDs of users currently using the SecuXper IDP+ system.

Basic search criteria	Name	- Single selection of name/company number/login ID/user ID
	Custom	- Multiple choices for specific users in the pop-up
Detailed Conditions	System Permissions	- Single selection of system permissions
	Role	- Single Role Selection
	Menu	- Single menu selection
	Long periods of inconnection	- Single selection over 1 month/over 3 months/over 6 months/over 1 year
	Login ID Status	- All/Used/Unused Single Selection
	Password status	- All/Enable/Reset Single Selection
	Data Permission Type	- Single selection of data permission type
	Data Authority Name	- Single data authority name input

▶ Login ID List Lookup

The screenshot shows the 'Login ID/Right list' page. At the top, there are search filters for 'Name', 'Role', 'Menu', 'Long term unconnected period', 'Login ID status', 'Password status', 'System authority', 'Data rights type', and 'Data rights name'. Below the filters is a table titled 'Login ID list' with 110 entries per page. The columns include Login ID, System authority, Company, Department, Name/Appointment, Login ID status, Password status, Last login date and time, and Day and time of revisi...'. The table lists various users with their respective details, such as 'huypq' (Solution manager, LG CNS, huypq, Usage, Usage, 2025-06-03 18:42, 2025-06-03 18:42), 'chatbot2' (Solution manager, LG CNS, 첫봇_계정2, Usage, Usage, 2025-05-28 11:29, 2025-05-28 11:29), and 'if_uservice02' (System administrator, LG CNS, U-Service연계_02, Usage, Usage, 2025-06-02 12:15, 2025-05-26 20:57). The bottom right corner of the table has a 'New' button.

Figure 14-29. Login ID List Lookup1428

① Enter the search conditions in the login Login ID/Right list menu.

② Click the button  to view the list of login IDs.

► Excel Download

① Click button  at the top of the list.

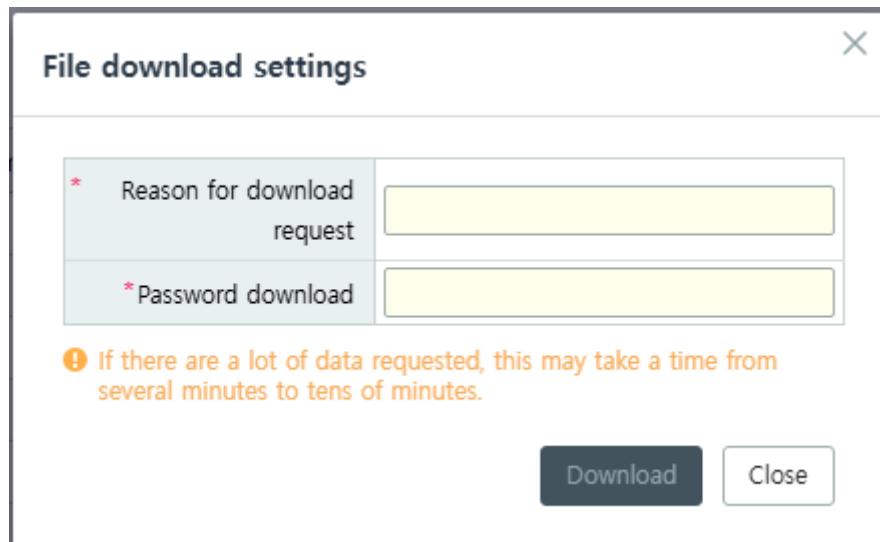


Figure 14-30. File download settings1429

- ② Enter the reason for the download request and the download password in the file download settings pop-up, and then click the button .
- ③ A list of login IDs will be downloaded as an Excel file.
- ④ Open the file and enter the password you set to unlock it.

14.4.3 Login ID Detailed Inquiry

► Login ID Information Detailed Inquiry

The screenshot shows the 'Login ID Right details' section of the LG CNS U-Service interface. At the top, there are tabs for 'Login ID' (selected) and 'Permission management'. Below this, the 'Basic Information' section displays user details: User information (LG CNS U-Service 연계_02), System authority (System administrator), Time zone (Asia/Seoul), Language (한국어), and Registered Information (노원역 (2025-05-26 20:57)). The 'Login ID information' section shows a table with columns: No., Login ID, Classification, Login date, Login IP, Processing r..., and Reason for failure. It lists five logins for user 'if_uservice02' at various dates and times, all marked as 'Success'. A 'Go to user management' button is located in the top right of the main content area. At the bottom right are 'Save' and 'List' buttons.

Figure 14-31. Login ID Detailed Inquiry1430

- ① Search for the login ID on the login ID/permission list screen.
- ② Click a specific user in the Login ID list to move to the Login ID/Authority Detail screen.
- ③ In the Login ID tab, the user's basic information (company, name), login ID information, and login history are viewed.
- ④ Click Basic Information [Go to user management](#) to go to the user details page of the user management menu

► Login ID Permission Lookup

Each login ID has a role permission that determines the menu that can be accessed, and a data permission that determines the data of the company, site, building, department, etc. that can be accessed. The following describes how to view the permissions of the login ID.

- ① If you click the Manage Permissions tab on the login ID/authority detail screen, you can view the user's basic information, role/menu permissions, menu list, and data permission list.

The screenshot shows the 'Login ID/Right details' page with the following sections:

- Basic Information:** Includes fields for User information (LG CNS U-Service연계_02), System authority (System administrator), and Access allow IP. Buttons for 'Go to user management', 'Add/delete system authority', and 'Save' are present.
- Role list:** A table with columns ID, Classification, Name, Menu, and Revision information. A search bar shows 'Total: 0'. Buttons for 'Addition' and 'Delete' are available.
- Menu list:** A table with columns No, ID, Classification, Name, Authority, and Others. A search bar shows 'Total: 71'. The table lists three menu items:

No	ID	Classification	Name	Authority	Others
1	menu_01030	Left menu	Retired personnel management	Not found	
2	menu_09090	Left menu	Common code management	Not found	
3	menu_00000	Left menu	Entru permission policy manage	Function	

Figure 14-32. Login ID Permission Lookup1431

- ② Role/menu permissions are viewed separately from the role of the login ID, and the entire menu that can be accessed is searched in the menu list area below.
- ③ The Data Permissions area inquires the basic permissions of the role and additional grant permissions.

14.4.4 Login ID Registration

The method of registering a new login ID is as follows.

This screenshot shows a list of users in a table format. The columns include Login ID, System authority, Company, Department, Name/Appointment, Login ID status, Password status, Last login date and time, and Day and time of revision. The table contains 110 entries. A navigation bar at the bottom shows page 1 of 110. A 'New' button is located in the bottom right corner of the table area.

Login ID	System authority	Company	Department	Name/Appointment	Login ID status	Password status	Last login date and time	Day and time of revision
huypq	Solution manager	LG CNS		huypq	Usage	Usage	2025-06-03 18:42	2025-06-03 18:42
chatbot2	Solution manager	LG CNS		챗봇_계정2	Usage	Usage	2025-05-28 11:29	2025-05-28 11:29
if_uservice...	System administrator	LG CNS		U-Service연계_02	Usage	Usage	2025-06-02 12:15	2025-05-26 20:57
chatbot	Solution manager	LG CNS		챗봇_계정	Usage	Usage	2025-05-29 13:11	2025-05-24 21:41
devtest100...	Solution manager	LG CNS		devtest10000	Usage	Initialization		2025-05-20 18:39
viett1	Solution manager	LG CNS		viet	Usage	Usage	2025-05-12 19:42	2025-05-12 19:42
khaidq2	Solution manager	LG CNS		Khai	Usage	Usage	2025-06-04 18:34	2025-06-04 18:53
sontn9	Solution manager	LG CNS		Tran Nhu Son	Usage	Usage	2025-05-21 19:17	2025-05-12 13:29
if_uservice...	Company manager	LG CNS		U-Service연계_01	Usage	Usage	2025-06-04 12:36	2025-04-23 13:37
if_apsgw	Company manager	LG CNS		APS-GW	Usage	Usage	2025-05-28 17:06	2025-03-19 13:37

Figure 14-33. Login ID/Permission List1432

- ① Click the button **New** on the login ID/ permission list screen.

This screenshot shows the 'Login ID registration' dialog box. It includes fields for User search (Employee search dropdown and Name input field), Login ID registration target (Login ID input field with a 'Duplicate check' button, password input fields for 'Password' and 'Verify password', and a 'Password print' checkbox), System authority (dropdown), Time zone (dropdown), and Language (dropdown). At the bottom are buttons for 'Addition', 'Initialization', and 'Close'.

Figure 1334 Login ID Registration14-33

- ② If you search for a user to register a login ID in the user search field, the user information is searched in the login ID registration target.

- ③ Enter the login ID to register and click **Duplicate check**.
- If there are no duplicate IDs, the message 'Available login ID' will pop up.
 - If there are duplicate IDs, the message "Duplicate data exists. Please enter a different value."
 - If you do not proceed with the duplicate check, the message 'Please proceed with the duplicate check' message will appear.
- ④ Enter the password yourself or select Random to set it to a randomly generated number.
- If you want to see the entered password, check "Print password"
- ⑤ Select System permissions, time zone, and language.
- ⑥ When you're done typing, click **Addition**.
- ⑦ Login ID registration is complete.

14.4.5 Modify login ID information

The ID of the login account cannot be modified once registered, and only the usage status, time zone, password, and language can be modified. The following describes how to edit your login ID information.

The screenshot shows the 'Login ID/Right details' page. At the top, there are tabs for 'Login ID' and 'Permission management'. The 'Login ID' tab is selected. In the top right, there are navigation links: 'Setting > Login ID/Authority management > Login ID/Right details'. Below the tabs, there's a 'User information' section with the text 'LG CNS U-Service연계_02' and a 'Go to user management' button. The main area is divided into sections: 'Basic Information' and 'Login ID information'. The 'Basic Information' section contains fields for 'Login ID' (if_uservice02), 'System authority' (System administrator), 'Time zone' (Asia/Seoul), 'Language' (한국어), and 'Registered information' (노원역 (2025-05-26 20:57)). The 'Login ID information' section contains fields for 'Login ID status' (Usage) and 'Password status' (Usage). A 'Reset password' button is located in this section. The bottom section, 'Login history', displays a table of log-in records for user 'if_uservice02' over the last month. The table has columns: No., Login ID, Classification, Login date, Login IP, Processing r..., and Reason for failure. There are 6 entries listed, all showing success. The table includes pagination controls (Total: 6, 10 / page) and buttons for 'Save' and 'List'.

Figure 14-35. Modify login ID information1434

- ① Go to the details screen of the login ID.
- ② Modify the information in the Sign-in ID Information area.
 - Login ID status: Select 'Enabled' or 'Unused'
 - Password reset: Enter the reset method and the password you want to change and click button



Figure 14-36. Password reset1435

- ③ When you are done editing your login ID information, click the button **Save** at the bottom of the login ID/permission details screen.
- ④ When prompted "Do you want to save?", click "Yes".
- ⑤ If the save is successful, a 'Save successful' message pop up. If the save fails, a "Save failed" message and the reason for the failure appear in the message pop-up.

14.4.6 Login ID Permission Management

The following describes how to add/delete system permissions, role/menu permissions, and data permissions of the login ID.

► Add/Delete System Permissions



Figure 14-37. System Authority Inquiry1436

- ① Click the Add/Remove System Authority button.
- ② On the Add/Delete System Authority pop-up screen, the current system permissions are displayed, and you can add permissions or delete them by tapping the scissors.

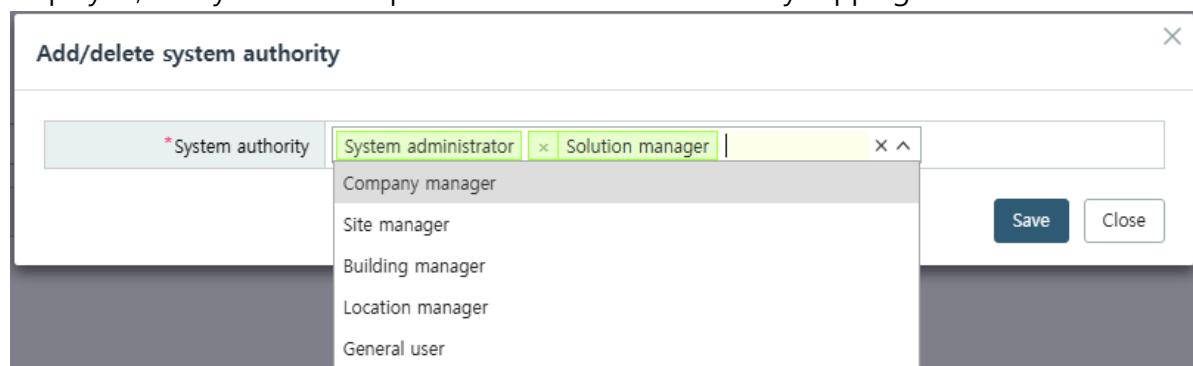


Figure 14-38. Add/Delete System Authority Pop-up1437

- ③ When you are done adding and deleting, press the button **Save**.
- ④ System permissions are added and deleted.

► System Permission Change

The screenshot shows the 'Login ID/Right details' screen. At the top, there are tabs for 'Login ID' and 'Permission management'. Below that is a section titled 'Basic Information' with fields for 'User information' (LG CNS U-Service연계_02), 'System authority' (System administrator), and 'Access allow IP' (When the multiple inputs are being done, they can). There are buttons for 'Go to user management' and 'Add/delete system authority'. A large blue 'Save' button is located at the bottom right.

Figure 14-39. System Permission Change1438

- ① You can click the system permission list to check the system permissions that the login ID has.
- ② Select the desired permission to change the system permission of the login ID, and then click the button **Save** under Add/Delete System Authority.
- ③ System permissions are changed.

► Add role/menu permissions

The screenshot shows the 'Role/list' section of the 'Login ID/Right details' screen. At the top, there are tabs for 'Login ID' and 'Permission management'. Below that is a section titled 'Basic Information' with fields for 'User information' (LG CNS U-Service연계_02), 'System authority' (System administrator), and 'Access allow IP' (When the multiple inputs are being done, they can). There are buttons for 'Go to user management' and 'Add/delete system authority'. A large blue 'Save' button is located at the bottom right.

Below this is a section titled 'Role list' with a search bar and a table. The table has columns for 'ID', 'Classification', 'Name', 'Menu', and 'Revision information'. A message 'No data was retrieved.' is displayed below the table.

Figure 14-40. Role/Menu Permission Lookup1439

- ① Go to the login ID/Right details screen.
- ② Click the Roles/Menu button **Addition** in the permissions area.

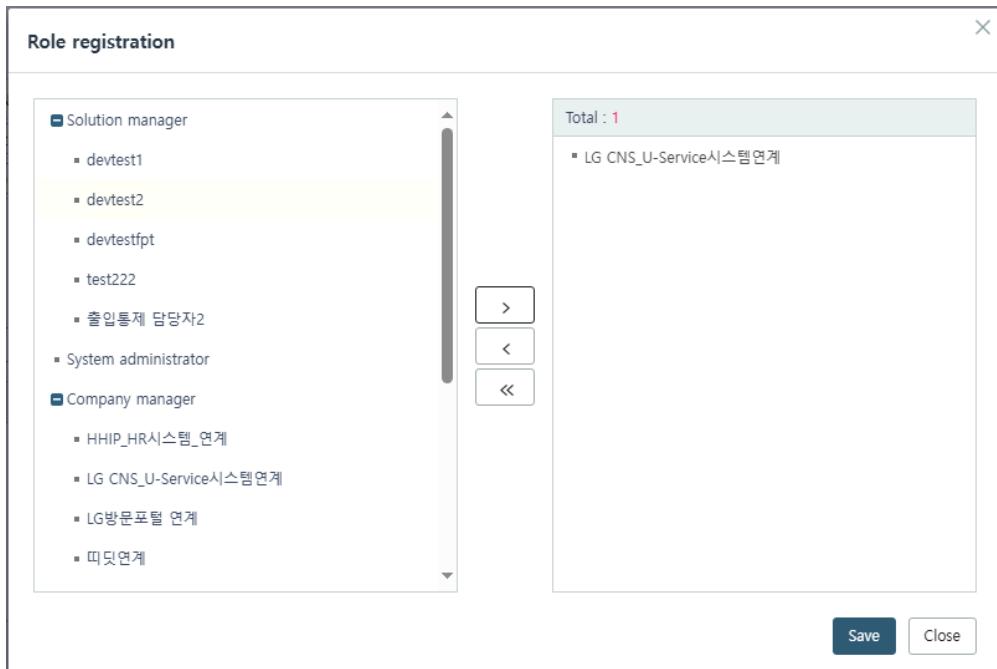


Figure 14-41. Adding role/menu permissions1440

- ③ Select the role or menu you want to add in the Add Role/Menu Permissions pop-up, and then click button to add it to the list on the right.

④ Click button .

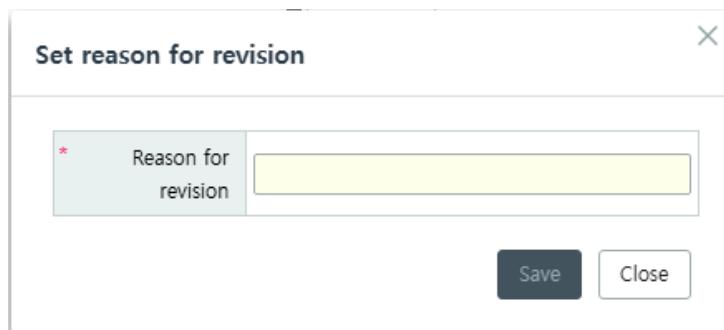


Figure 14-42. Setting the reason for correction1441

- ⑤ Enter a reason for editing in the Editing Reason setting pop-up.

⑥ Click the button to complete the permission addition.

► Delete role/menu permissions

I Role list

	ID	Classification	Name	Menu	Revision information
<input checked="" type="checkbox"/>	role_1020	Role	HHIP_HR시스템_연계	2	Dong Ngoc Hieu (2025-06-05 11:22)
<input checked="" type="checkbox"/>	role_1022	Role	LG CNS_U-Service시스템연계	33	Dong Ngoc Hieu (2025-06-05 11:22)
<input type="checkbox"/>	role_1004	Role	LG방문포털 연계	2	Dong Ngoc Hieu (2025-06-05 11:22)

Figure 14-43. Deleting role/menu permissions1442

- ① Select the permission you want to delete from the list.
- ② Click button .
- ③ If you see the message "Do you want to delete?", click "Yes".

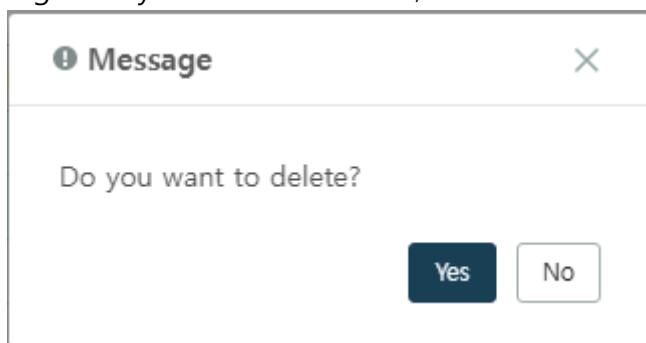


Figure 14-44. Set the reason for correction1443

- ④ Enter a reason for editing in the Editing Reason setting pop-up.
- ⑤ Click the button  to complete the permission deletion.

► Menu Inquiry

I Menu list

No	ID	Classification	Name	Authority	Others
1	menu_08050	Left menu	Entry log monitoring	Existing	
2	menu_09093	Left menu	Access allowed IP management	Existing	
3	menu_08060	Left menu	Entry log search	Existing	
4	menu_08030	Left menu	Device status monitoring	Existing	
5	menu_07160	Left menu	Face ID Management (Common)	Existing	

Figure 14-45. Menu List Lookup1444

- ① Depending on the permissions granted by the role/menu permissions, the entire list of accessible menus is viewed.

► Add data permissions

Data permissions vary depending on the system permissions that the user has.

● Solution Manager

Data rights						
Q		Total: 1				
	ID	Classification	Name	Type	Additional information	Revision information
	1002	Basic authority	LG CNS	Data access rights - company		huypq13 (2024-10-30 18:00)

Figure 14-46. Solution Administrator Data Permissions1445

- **Basic Authority: Your company**
- **Since it has all the rights in the system, there is no add/delete function**

● Company Administrator

Data rights						
Q		Total: 1				
	ID	Classification	Name	Type	Additional information	Revision information
	1002	Basic authority	LG CNS	Data access rights - company		huypq13 (2024-10-30 18:00)

Figure 14-47. Company Administrator Data Permissions1446

- **Basic Authority: Your company**
- **Since you have all the rights of the company you belong to, there is no add/delete function**
- **Cannot be viewed for other companies**

● Workplace Manager

Data rights						
Q		Total: 1				
	ID	Classification	Name	Type	Additional information	Revision information
	4001	Basic authority	테스트회사1	Data access rights - company		이회수 (2025-03-10 15:18)

Figure 14-48. Site Manager Data Permissions1447

- **Basic Authority: Your company**

- **Grant authority:** Only the business place of the affiliated company can be granted (cannot be viewed even if another company's business site is added)

① Click button

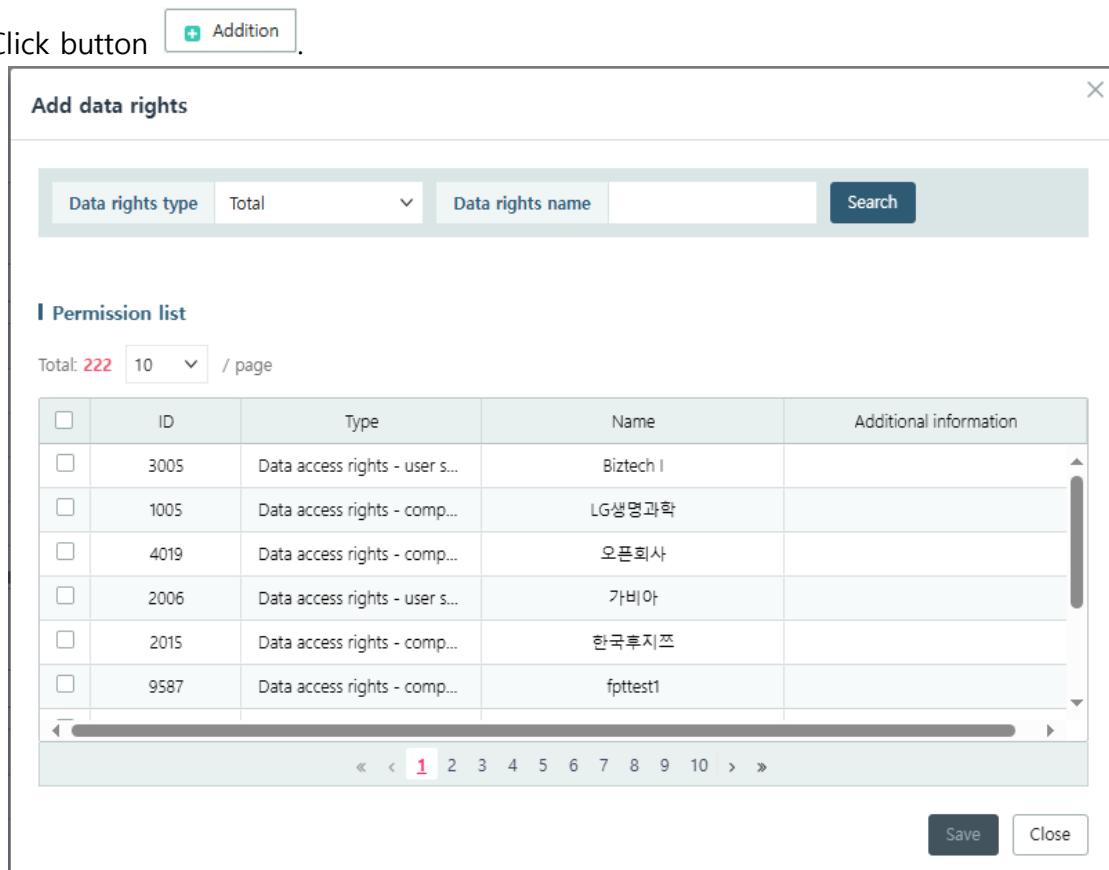


Figure 14-49. Adding the Site Manager Data Permission1448

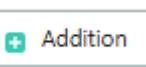
- ② Search for your business location in the Add Data Permissions pop-up.
- ③ Select the locations to which you want to add data permissions.
- ④ Once you are done selecting, click the button **Save**.

● Building Manager

Data rights						
		Classification		Name	Type	Additional information
<input type="checkbox"/>	4001	Basic authority	테스트 회사 1	Data access rights - company		이희수 (2025-03-10 15:08)
<input type="checkbox"/>	2006	Granted authority	가비아	Data access rights - user search ...		Dong Ngoc Hieu (2025-06-05 12...
<input type="checkbox"/>	3005	Granted authority	Biztech I	Data access rights - user search ...		Dong Ngoc Hieu (2025-06-05 12...

Figure 14-50. Building Manager Data Permissions1449

- Basic Authority: Your company
- Grant authority: Company, business place, building, department data permission can be granted

① Click button 

Add data rights X

Data rights type	Total	Data rights name	Search																																												
Total Data access rights - company Data access rights - user search company																																															
Permission list <p>Total: 0 10 / page</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>ID</th> <th>Type</th> <th>Name</th> <th>Additional information</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <p style="text-align: right; margin-top: 10px;"> Save Close </p>				ID	Type	Name	Additional information																																								
ID	Type	Name	Additional information																																												

Figure 14-51. Adding Building Manager Data Permissions1450

- ② Search for the data permission in the Add data permission pop-up.
- ③ Select the permissions you want to add from the list of permissions.
- ④ Once you are done selecting, click the button .

▶ Delete data rights

Except for the solution administrator and the company administrator who do not have the add/delete data permission function, the method of deleting data permissions is the same for all other system permissions.

Data rights						
Search		Total: 3				
	ID	Classification	Name	Type	Additional information	Revision information
<input type="checkbox"/>	4001	Basic authority	테스트회사1	Data access rights - company		이회수 (2025-03-10 15:08)
<input checked="" type="checkbox"/>	2006	Granted authority	가비아	Data access rights - user sear...		Dong Ngoc Hieu (2025-06-0...
<input type="checkbox"/>	3005	Granted authority	Biztech I	Data access rights - user search ...		Dong Ngoc Hieu (2025-06-05 12...

Figure 14-52. Deleting Data rights1451

- ① Select the permission you want to delete from the list of data permissions.
- ② Click button .

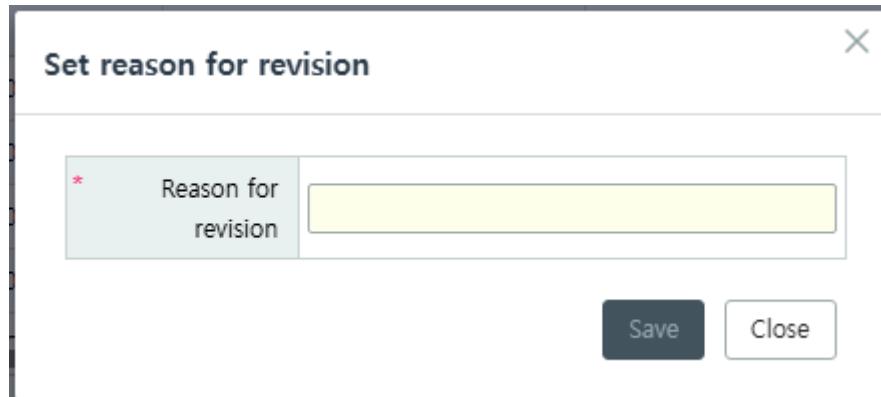


Figure 14-53. Set the reason for correction1452

- ③ Enter a reason for editing.
- ④ Click button .
- ⑤ If you see the message "Do you want to delete?", click "Yes".

14.5 Common Code Management

14.5.1 Basic screen configuration

The common code of the SecuXper IDP+ is divided into system reservation code and common business code.

- System reservation code: Common codes commonly used (e.g., 'Y', 'N')
- Common business code: Common code used within a specific business area

Each feature and item of the SecuXper IDP+ is registered as an alphanumeric code and utilized in the SecuXper IDP+ system source. The new common code cannot be registered on the SecuXper IDP+ screen, but must be registered through the DB operation. In the Manage Common Codes menu on the SecuXper IDP+ screen, you can only view and modify common codes registered through the DB. The basic screen configuration of the Common Code Management menu is as follows.

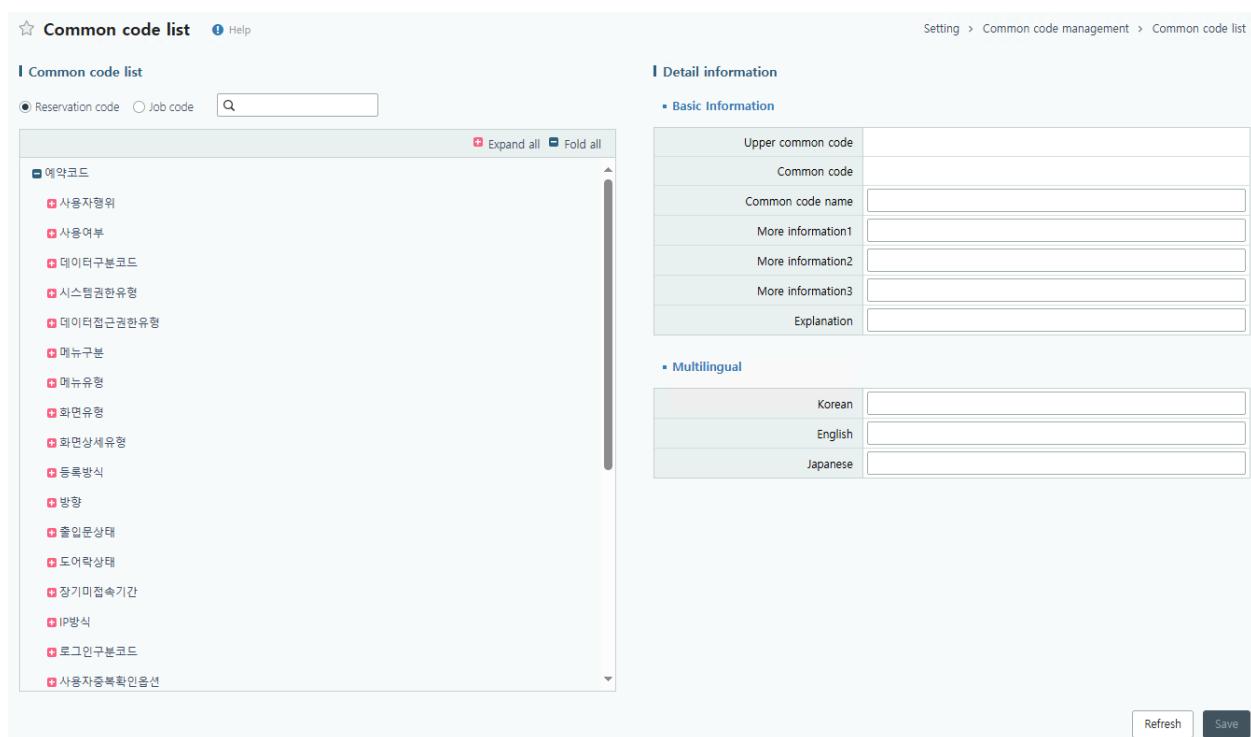


Figure 14-54. Common Code Management Main Screen Configuration1453

- ① Enter the Settings > Common Code Management menu.
- ② On the left, the list of common codes is searched in a tree format, and on the right, there is an area where detailed information is viewed.

14.5.2 Common Code Lookup

When you enter the Manage Common Codes menu, the list of system reservation codes is viewed by default.

The method of viewing the common code is as follows.

The screenshot shows the 'Common code list' interface. On the left, there is a tree view of common codes under the category '예약코드'. The '수정' (Modify) node is expanded, showing options like '등록' (Register), '조회' (Query), '데이터삭제' (Delete Data), '미사용처리(복구가능)' (Inuse Processing (Restorable)), '재등록(복구)' (Re-register (Restore)), '파일업로드' (File Upload), '파일다운로드' (File Download), and '사용여부' (Usage Status). A search bar at the top right contains the text '예약코드 > 사용자행위'. On the right, the 'Detail information' section displays basic information for a selected code 'U'. It includes fields for 'Upper common code' (예약코드 > 사용자행위), 'Common code' (U), 'Common code name' (수정), 'More information1' (saveUpdateAsync), 'More information2' (empty), 'More information3' (empty), and 'Explanation' (ext_cd_value_1 : 개인정보처리이력저장 함수명). Below this is a 'Multilingual' section with tables for Korean, English, and Japanese, showing the word '수정' (Modify) in all three languages. At the bottom right are 'Refresh' and 'Save' buttons.

Figure 14-55. Common Code List Lookup1454

- ① Select Reservation code or Job code.
- ② Enter the common code name in the input bar at the top of the common code list.
- ③ In the detailed information area, basic information about common codes and common code names in multiple languages (Korean, English, Chinese) are searched.

14.5.3 Common Code Modification

The method of modifying the common code is as follows.

The screenshot shows the 'Common code list' interface. On the left, there's a tree view of common codes under '예약코드' (Reservation code). A node labeled '수정' (Modify) is selected. On the right, the 'Detail information' panel displays the following details for the selected code:

Upper common code	예약코드 > 사용자행위
Common code	U
Common code name	수정
More information1	saveUpdateSync
More information2	
More information3	
Explanation	ext_cd_value_1 : 개인정보처리이학저장 함수명

Below this is a 'Multilingual' section with three rows:

	Korean	English	Japanese
	수정	Correction	修正

At the bottom right are 'Refresh' and 'Save' buttons.

Figure 14-56 Common Code Correction1455

- ① Click the common code you want to edit in the Common Code list.
- ② The common code details are queried on the right side, and the correction is written in the remaining fields except for the parent common code.
- ③ When you are done modifying, click the button **Save**.

14.6 Application configuration management

14.6.1 Basic screen configuration

The common code of the SecuXper IDP+ is divided into system reservation code and common business code.

- System reservation code: Common codes commonly used (e.g., 'Y', 'N')
- Common business code: Common code used within a specific business area

Each feature and item of the SecuXper IDP+ is registered as an alphanumeric code and utilized in the SecuXper IDP+ system source. The new common code cannot be registered on the SecuXper IDP+ screen but must be registered through the DB operation. In the Manage Common Codes menu on the SecuXper IDP+ screen, you can only view and modify common codes registered through the DB. The basic screen configuration of the Common Code Management menu is as follows.

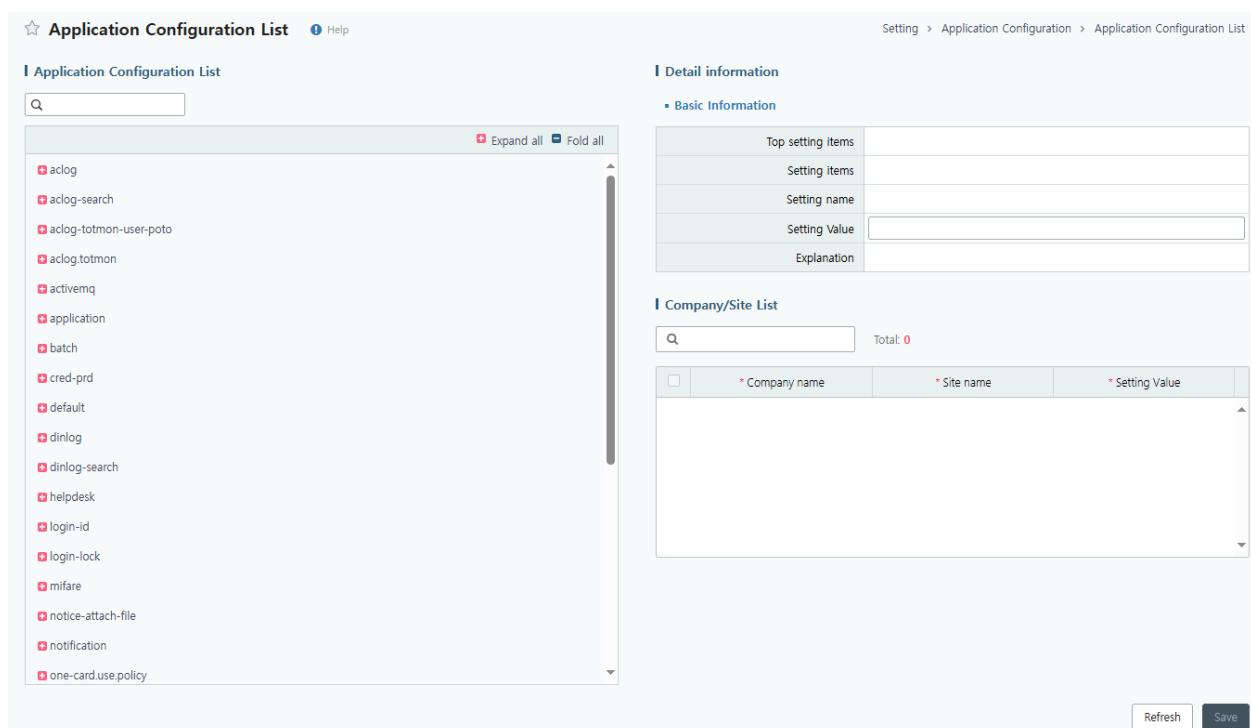


Figure 14-57. Application Configuration Management Basic Screen Configuration1456

- ① Enter the Settings > Application Configuration Management menu.
- ② On the left, the list of application settings is viewed in a tree format, and on the right, there is an area where detailed information is viewed.
- ③ Click the refresh button in the lower right corner and you will see a "Refresh successful" pop-up and the application settings list will be updated with the latest information.

14.6.2 View application settings list

When you enter the Manage Application Settings menu, a list of application settings is displayed.

The following describes how to view the application settings list.

The screenshot shows the 'Application Configuration List' interface. At the top left is a search bar with a magnifying glass icon. To its right are links for 'Help', 'Setting > Application Configuration > Application Configuration List'. Below the search bar is a tree view of application settings, with nodes like 'aclog', 'aclog-search', 'aclog-totmon-user-poto', 'aclog.totmon', etc. To the right of the tree view are two main sections: 'Detail information' and 'Company/Site List'. The 'Detail information' section is titled 'Basic Information' and contains fields for 'Top setting items', 'Setting items', 'Setting name', 'Setting Value', and 'Explanation'. The 'Company/Site List' section has a search bar and a table with columns for 'Company name', 'Site name', and 'Setting Value'. At the bottom right are 'Refresh' and 'Save' buttons.

Figure 14-58. Application Setting List Query1457

- ① Enter the name of the application settings list in the input bar at the top of the application settings list.
- ② The color of the application settings, including the entered list name changes.

Application Configuration List

Detail information

Basic Information

Top setting items	activemq
Setting items	message-timetolive
Setting name	activemq message timetolive
Setting Value	600000
Explanation	

Company/Site List

	* Company name	* Site name	* Setting Value
No data was retrieved.			

Refresh Save

Figure 14-59. Application Settings List Query - Search Results1458

- ③ Click the list of application settings you want to view.
- ④ In the details area, you can view the basic information about the common code and the list of companies/sites where the application settings are applied.

Application Configuration List

Detail information

Basic Information

Top setting items	activemq
Setting items	message-timetolive
Setting name	activemq message timetolive
Setting Value	600000
Explanation	

Company/Site List

	* Company name	* Site name	* Setting Value
No data was retrieved.			

Refresh Save

Figure 14-60. Application Setting List Inquiry – Detail Screen1459

- ⑤ Enter the name of the company/sites you want to view in the input bar at the top of the company/site list.
- ⑥ A list of companies/sites including entered companies/sites locations and setting values is displayed.

The screenshot shows the 'Application Configuration List' interface. At the top left is a search bar with the placeholder 'mess'. To its right are 'Help' and navigation links: 'Setting > Application Configuration > Application Configuration List'. On the far left is a sidebar titled 'Application Configuration List' with a search bar containing 'mess'. Below it is a tree view of configuration items, with a node 'message-timetolive' expanded, revealing its children: application, batch, cred-prd, default, dinlog, dinlog-search, helpdesk, login-id, login-lock, mifare, notice-attach-file, and notification. At the top of this tree view are 'Expand all' and 'Fold all' buttons. To the right of the sidebar is a main content area. It starts with a section titled 'Detail information' under 'Basic Information'. This section contains a table with five rows: 'Top setting items' (activemq), 'Setting items' (message-timetolive), 'Setting name' (activemq message timetolive), 'Setting Value' (60000), and 'Explanation' (empty). Below this is a section titled 'Company/Site List'. It features a search bar with 'LG' and a 'Total: 0' indicator. There are 'Addition' and 'Delete' buttons. A table header row includes columns for a checkbox, 'Company name', 'Site name', and 'Setting Value'. The main body of the table displays the message 'No data was retrieved.' At the bottom right of the main content area are 'Refresh' and 'Save' buttons.

Figure 14-61. View Application Settings List - View Company/sites List

14.6.3 Modifying Application Settings

To modify the application settings, follow the steps below.

The screenshot shows the 'Application Configuration List' interface. On the left, there is a tree view of application settings under 'Application Configuration List'. A node for 'activemq' is expanded, showing its children: 'message-timetolive', 'application', 'batch', 'cred-prd', 'default', 'dinlog', 'dinlog-search', 'helpdesk', 'login-id', 'login-lock', 'mifare', 'notice-attach-file', and 'notification'. The 'message-timetolive' node is selected and highlighted in light blue. On the right, there are two main sections: 'Detail information' and 'Company/Site List'. The 'Detail information' section contains a table with the following data:

Top setting items	activemq
Setting items	message-timetolive
Setting name	activemq message timetolive
Setting Value	600000
Explanation	

The 'Company/Site List' section shows a table with columns: 'Company name', 'Site name', and 'Setting Value'. It displays the message: 'No data was retrieved.' At the bottom right, there are 'Refresh' and 'Save' buttons.

Figure 14-62. Modifying Application Settings1460

- ① In the Application Settings list, click the application settings you want to modify.
- ② The application setting details are viewed on the right side, and you can edit the setting values and the list of companies/sites locations.
- ③ Change the settings.

The screenshot shows the 'Application Configuration List' interface. On the left, there's a tree view of configuration items under 'Application Configuration List'. A specific item, 'activemq message-timetolive', is selected and expanded. To the right, the 'Detail information' section displays the configuration details for this item. The 'Basic Information' table contains the following data:

Top setting items	activemq
Setting items	message-timetolive
Setting name	activemq message timetolive
Setting Value	500000
Explanation	

Below this is the 'Company/Site List' section, which currently shows 'No data was retrieved.' At the bottom right are 'Refresh' and 'Save' buttons.

Figure 14-63. Modify Application Settings - Change Settings1461

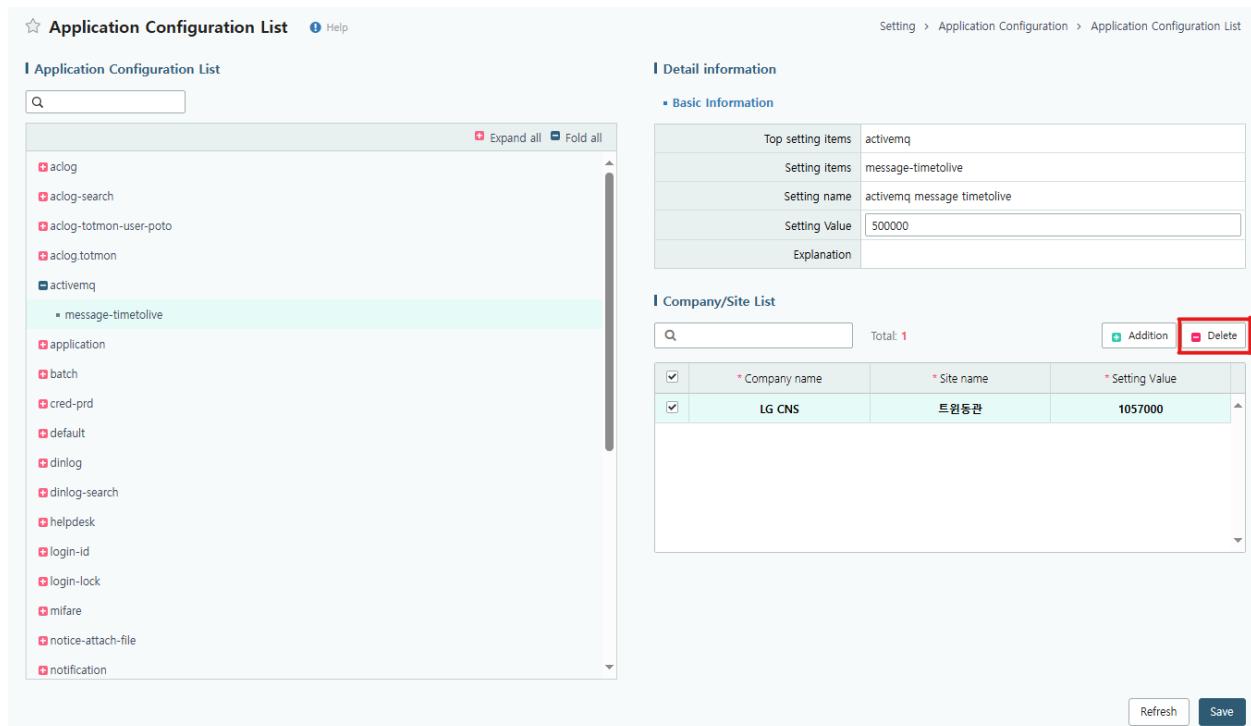
- ④ If you want to add a list of companies/locations, click the button .
- ⑤ A new grid item will be created, and the company name, business name, and setting values will be displayed as required inputs.

The screenshot shows the same 'Application Configuration List' interface as Figure 14-63. In the 'Company/Site List' section, a new row has been added for 'LG CNS' with a site name '트원동관' and a setting value '1057000'. The 'Detail information' section still shows the configuration for the 'activemq message-timetolive' item. The 'Company/Site List' table now looks like this:

	* Company name	* Site name	* Setting Value
<input type="checkbox"/>	LG CNS	트원동관	1057000

Figure 14-64. Modify Application Settings - Add Company/Site1462

- ⑥ Enter the values you want to add.
- ⑦ If you want to delete the list of companies/locations, click the checkbox of the list of companies you want to delete.
- ⑧ Button  is activated.
- ⑨ When you click the button , the company/business item that clicked the checkbox disappears from the grid.



The screenshot shows the 'Application Configuration List' page. On the left, there's a tree view of application components. In the center, detailed information for 'activemq' is shown, including its setting items: 'message-timetolive' with value '500000'. On the right, a table lists companies/sites with columns: Company name, Site name, and Setting Value. The row for 'LG CNS' has a checked checkbox in the first column. A red box highlights the 'Delete' button in the top right corner of the table header.

Top setting items	activemq
Setting items	message-timetolive
Setting name	activemq message timetolive
Setting Value	500000
Explanation	

Company/Site List			
	* Company name	* Site name	* Setting Value
<input checked="" type="checkbox"/>	LG CNS	트원동관	1057000

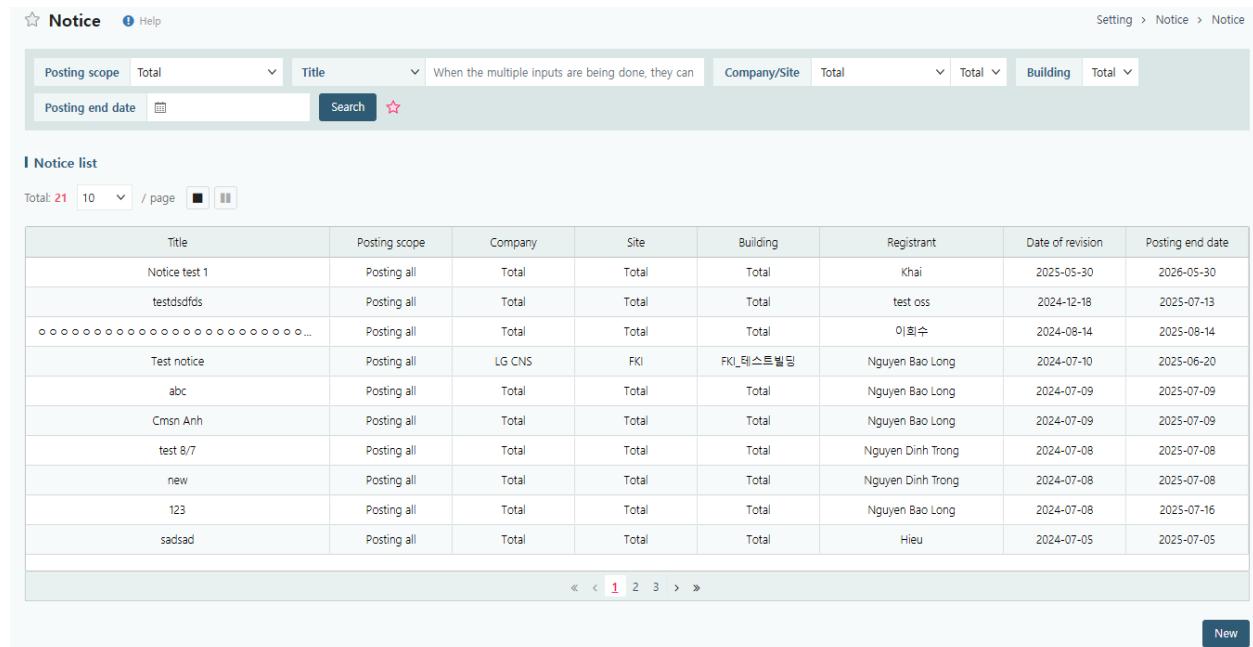
Figure 14-65. Modify Application Settings - Delete Company/Site1463

- ⑩ When you are done modifying, click the button .

14.7 Notice

14.7.1 Basic screen configuration

SecuXper IDP+ users can register or view content or files (card issuing programs, manuals, etc.) to share in the Announcements menu.



The screenshot shows the 'Notice' main screen configuration. At the top, there are search filters for 'Posting scope' (Total), 'Title' (When the multiple inputs are being done, they can), 'Company/Site' (Total), 'Building' (Total), and 'Posting end date' (Search). Below the filters is a table titled 'Notice list' showing 21 entries. The columns include Title, Posting scope, Company, Site, Building, Registrant, Date of revision, and Posting end date. The table lists various notices such as 'Notice test 1', 'testdsdfds', 'ooooo...', 'Test notice', 'abc', 'Cmsn Anh', 'test 8/7', 'new', '123', and 'sadsad'. At the bottom right of the table is a 'New' button.

Title	Posting scope	Company	Site	Building	Registrant	Date of revision	Posting end date
Notice test 1	Posting all	Total	Total	Total	Khai	2025-05-30	2026-05-30
testdsdfds	Posting all	Total	Total	Total	test oss	2024-12-18	2025-07-13
ooooooooooooooooooooooo...	Posting all	Total	Total	Total	이희수	2024-08-14	2025-08-14
Test notice	Posting all	LG CNS	FKI	FKI_테스트빌딩	Nguyen Bao Long	2024-07-10	2025-06-20
abc	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-09	2025-07-09
Cmsn Anh	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-09	2025-07-09
test 8/7	Posting all	Total	Total	Total	Nguyen Dinh Trong	2024-07-08	2025-07-08
new	Posting all	Total	Total	Total	Nguyen Dinh Trong	2024-07-08	2025-07-08
123	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-08	2025-07-16
sadsad	Posting all	Total	Total	Total	Hieu	2024-07-05	2025-07-05

Figure 14-66. Notice main screen configuration1464

- ① Enter the Settings > Notice menu.
- ② The search conditions are at the top, and the entire list of notices is viewed at the bottom.

14.7.2 View Notices

The following describes how to view the notice.

Basic search criteria	Publication Scope	-Multiple selections from all posting/ Company manager and higher/ Business site, building manager and above/ Manager only/ Location, department manager or higher
	Title	- Single selection of title/content/registrant name
	Company/Site	- Single selection of company and business place
	Building	- Shown according to the selected company/site, single selection
	End of publication	- Select from, to date - Solution admins can also view announcement posts past the posting end date

► View the list of notices

The screenshot shows the 'Notice' screen with the following interface elements:

- Top Bar:** Includes 'Notice' and 'Help' buttons, and a breadcrumb path 'Setting > Notice > Notice'.
- Search Filters:** A row of dropdowns and input fields for 'Posting scope' (Total), 'Title', 'Company/Site' (Total), 'Building' (Total), and 'Posting end date' (with a calendar icon). There is also a 'Search' button and a star icon.
- Notice list:** A table with columns: Title, Posting scope, Company, Site, Building, Registrant, Date of revision, and Posting end date. The table contains 21 entries, each with a detailed view icon (three squares).
- Pagination:** Shows 'Total: 21' and a page number '10 / page' with icons for previous, next, and last pages.
- Bottom Right:** A 'New' button.

Title	Posting scope	Company	Site	Building	Registrant	Date of revision	Posting end date
Notice test 1	Posting all	Total	Total	Total	Khai	2025-05-30	2026-05-30
testdsdfds	Posting all	Total	Total	Total	test oss	2024-12-18	2025-07-13
ooooooooooooooooooooooo...	Posting all	Total	Total	Total	이회수	2024-08-14	2025-08-14
Test notice	Posting all	LG CNS	FKI	FKI_테스트빌딩	Nguyen Bao Long	2024-07-10	2025-06-20
abc	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-09	2025-07-09
Cmsn Anh	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-09	2025-07-09
test 8/7	Posting all	Total	Total	Total	Nguyen Dinh Trong	2024-07-08	2025-07-08
new	Posting all	Total	Total	Total	Nguyen Dinh Trong	2024-07-08	2025-07-08
123	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-08	2025-07-16
sadsad	Posting all	Total	Total	Total	Hieu	2024-07-05	2025-07-05

Figure 14-67. Viewing the list of notices1465

① Enter your search criteria on the Notice screen.

② Click button **Search**.

► Notice Detailed Inquiry (1)

① Click the post you want to view in the notice list.

The screenshot shows a table with the following data:

Title	Notice test 1
Posting end date	2026-05-30
Posting scope	Posting all
Company	Total
Site	Total
Building	Total
Contents	Content notice test 1
Attachment	
Registered information	Khai(2025-05-30 15:38)
Revision information	Khai(2025-05-30 15:38)

Buttons at the bottom right: New, Revision, Delete, List.

Figure 14-68. Notice Details1466

- ② You will be moved to the announcement details screen and the details of the announcement will be viewed.
- ③ If an attachment is posted, click the attachment to proceed with the download.

► Detailed Notice Inquiry (2)

You can view the details from the notice screen without going to the notice detail screen.

The screenshot shows a 'Notice list' on the left and a 'Detail information' panel on the right.

Notice list: Total: 21, 10 / page, Search, Filter icon.

Title
Notice test 1
testdsdfds
... (truncated)
Test notice
abc
Cmsn Anh
test 8/7
new
123
sadsad

Detail information:

Title	Notice test 1
Posting end date	2026-05-30
Posting scope	Posting all
Company	Total
Site	Total
Building	Total
Contents	Content notice test 1
Attachment	
Registered information	Khai (2025-05-30 15:38)
Revision information	Khai (2025-05-30 15:38)

Buttons at the bottom right: New, Revision, Delete.

Figure 14-69. Notice Details Inquiry1467

- ① In the list of notices, click button
- ② Click the post you want to view details in the list on the left.
- ③ You can view the details on the right. The content is the same as the information shown on the detail screen.

14.7.3 Register for Notices

The following describes how to register a notice.

The screenshot shows a list of notices with the following data:

Title	Posting scope	Company	Site	Building	Registrant	Date of revision	Posting end date
Notice test 1	Posting all	Total	Total	Total	Khai	2025-05-30	2026-05-30
testdsdfds	Posting all	Total	Total	Total	test oss	2024-12-18	2025-07-13
ooooooooooooooooooooooooo...	Posting all	Total	Total	Total	이희수	2024-08-14	2025-08-14
Test notice	Posting all	LG CNS	FKI	FKI_테스트빌딩	Nguyen Bao Long	2024-07-10	2025-06-20
abc	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-09	2025-07-09
Cmsn Anh	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-09	2025-07-09
test 8/7	Posting all	Total	Total	Total	Nguyen Dinh Trong	2024-07-08	2025-07-08
new	Posting all	Total	Total	Total	Nguyen Dinh Trong	2024-07-08	2025-07-08
123	Posting all	Total	Total	Total	Nguyen Bao Long	2024-07-08	2025-07-16
sadsad	Posting all	Total	Total	Total	Hieu	2024-07-05	2025-07-05

Figure 14-70. Viewing the list of notices1468

- ① Click the button **New** below the notification list.

The screenshot shows the 'New notice' form with the following details:

- Title:** (empty)
- Posting end date:** 2026.06.06
- Posting scope:** Posting all
- Company/Site:** Total
- Building:** Total
- Edit postings:** Allow admin to edit
- Contents:** (empty)
- Attachment:**
 - Total : 0
 - File name, File extension, Size, Progress, Confirm, Confirmation details columns.
 - Instructions: File can be uploaded with size up to 100MB for each file. Only zip files can be uploaded. Up to 10 can be uploaded.
 - Upload Progress bar.

Figure 14-71. Notice New1469

② You will be taken to the new notice screen, and if you enter the required title and content, the save button will be activated. Select Others.

- End of posting date: 1 year default setting. Posts automatically deleted after the posting end date.
If you enter a date earlier than today, the save fails
- Scope of Publication: System Permission Settings
- Post Editing: Set Can edit permissions

③ Attachments are uploaded by clicking the button  to upload a file or dragging a file with the mouse.

- The file size can be up to 100MB per file
- You can upload up to 10 files.
- Only zip files can be uploaded

④ When you're done entering your post, click the button .

14.8 SMS Send Policy Management

14.8.1 Basic screen configuration

SecuXper IDP+ manages the list of SMS sending policies on a policy basis. In one SMS delivery policy, there is a list of entrances and recipients to be entered. The basic screen configuration of the SMS delivery policy is as follows.

Company/Site	Policy type	Event Type	Policy name	Send day	Send time	Building	Door	Recipient
(주)CNP Cosmetics ...	Entrance door status...	Door open timeout	Test	Everyday	Business hours(8~19)	3	0	0
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	테스트정책	Everyday	Always	1	0	2
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest1	Everyday	Always	1	0	1
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest2	Everyday	Always	1	0	0

Figure 14-72. SMS Sending Policy Management Basic Screen1470

- ① Settings > SMS Sending Policy Management.
- ② A list of all SMS delivery policies is viewed, and each SMS delivery policy contains basic information and detailed information (entrance, address, recipient).

14.8.2 SMS Sending Policy Inquiry

The following describes how to view the SMS delivery policy.

Company/Site	Policy type	Event Type	Policy name	Send day	Send time	Building	Door	Recipient
(주)CNP Cosmetics ...	Entrance door status...	Door open timeout	Test	Everyday	Business hours(8~19)	3	0	0
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	테스트정책	Everyday	Always	1	0	2
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest1	Everyday	Always	1	0	1
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest2	Everyday	Always	1	0	0

Figure 14-73. SMS Sending Policy List1471

- ① When you enter the Settings > SMS Send Policy Management menu, you will be moved to the SMS Delivery Policy List screen, and the list of all SMS Delivery Policies will be viewed only for companies and workplaces where the logged-in account has data rights.
- ② You can enter and select the basic information of the SMS delivery policy and click the **상세 검색** button to add detailed search conditions.

Basic search criteria	Company/Site	<ul style="list-style-type: none"> - Single company selection - Multiple business sites
	Policy Name	<ul style="list-style-type: none"> - Multiple inputs, separated by ",", up to 100 characters
	Recipient Name	<ul style="list-style-type: none"> - Select and enter the recipient name/company number/recipient designation/mobile phone number - When selecting the recipient designation, you can select multiple specific recipients in the pop-up
	Entrance Civilization	<ul style="list-style-type: none"> - Single selection of access civilization/door designation - When selecting door designation, multiple selections of specific doors are possible in the pop-up

Policy Type	- Multiple selection of policy types
Event Type	- Multiple selection of event types
building	- It is shown according to the selected company/site, and multiple choices are possible
Availability	- All/Used/Unused Single Selection

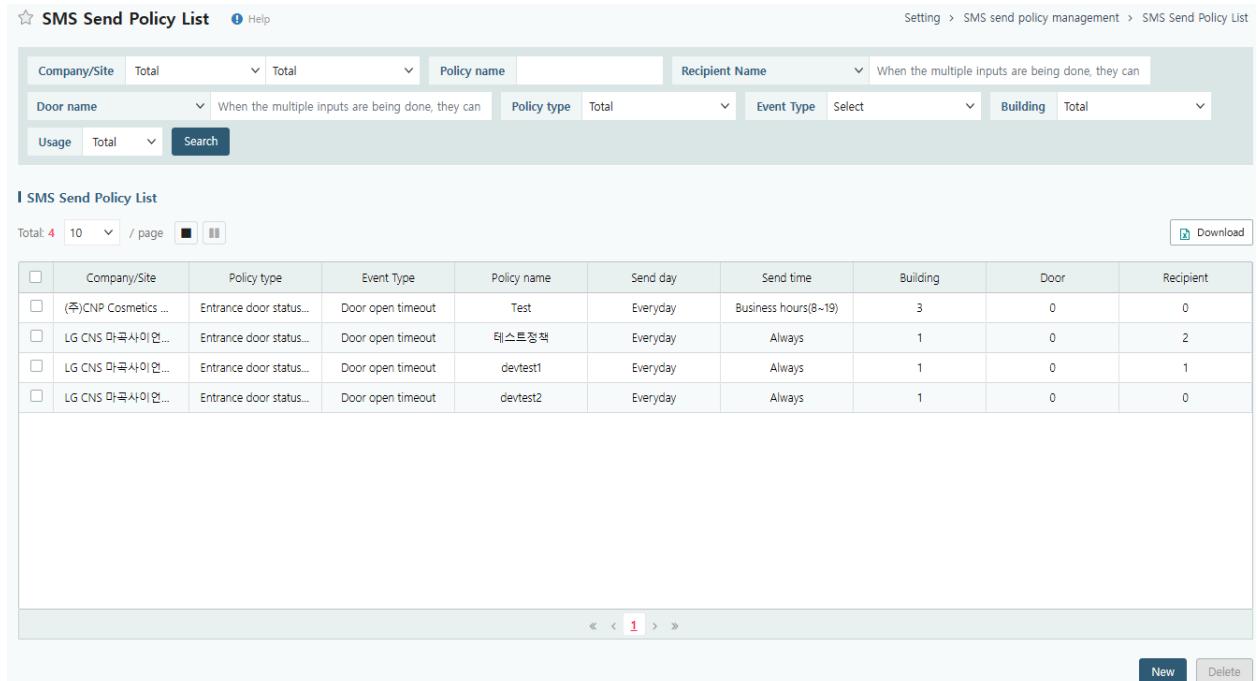
③ If you click the Favorites icon, you can add the search conditions you entered to your favorites and enter the same search conditions quickly and easily next time.

④ When you finish entering your search criteria, click the button .

⑤ Policies that meet the conditions are searched in the SMS Sending Policy List.

▶ Excel Download

- ① Click the button  at the top right of the SMS delivery policy list.



The screenshot shows the 'SMS Send Policy List' page. At the top, there are search filters for 'Company/Site', 'Policy name', 'Recipient Name', 'Door name', 'Policy type', 'Event Type', and 'Building'. Below the filters is a search bar with 'Usage' and 'Total' dropdowns and a 'Search' button. The main area displays a table titled 'SMS Send Policy List' with 4 rows of data. The columns are: Company/Site, Policy type, Event Type, Policy name, Send day, Send time, Building, Door, and Recipient. The data includes entries for CNP Cosmetics, LG CNS, and other sites. At the bottom right of the table are 'New' and 'Delete' buttons.

Figure 14-74. Viewing the List of SMS Sending Policies1472

- ② The list of retrieved SMS delivery policies is saved as an Excel file.

	A	B	C	D	E	F	G	H	I	J
1	Company name	Site name	Policy type	Event Type	Policy name	Send day	Send time	Building	Door	Recipient
2	(주)CNP Cosmetics	사업장	Entrance door status notification	Door open timeout	Test	Everyday	Business hours(8~19)	3	0	0
3	LG CNS	마곡사이트	Entrance door status notification	Door open timeout	테스트정책	Everyday	Always	1	0	2
4	LG CNS	마곡사이트	Entrance door status notification	Door open timeout	devtest1	Everyday	Always	1	0	1
5	LG CNS	마곡사이트	Entrance door status notification	Door open timeout	devtest2	Everyday	Always	1	0	0

Figure 14-75. SMS Sending Policy List Excel Download1473

14.8.3 Register SMS Sending Policy

The following describes how to register a new SMS delivery policy.

The screenshot shows the 'SMS Send Policy List' screen. At the top, there are various search and filter options: Company/Site (Total), Policy name, Recipient Name, Door name, Policy type, Event Type, and Building. Below the search bar is a table with columns: Company/Site, Policy type, Event Type, Policy name, Send day, Send time, Building, Door, and Recipient. There are four entries listed:

Company/Site	Policy type	Event Type	Policy name	Send day	Send time	Building	Door	Recipient
(주)CNP Cosmetics ...	Entrance door status...	Door open timeout	Test	Everyday	Business hours(8~19)	3	0	0
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	테스트정책	Everyday	Always	1	0	2
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest1	Everyday	Always	1	0	1
LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest2	Everyday	Always	1	0	0

At the bottom right of the table, there are buttons for 'New' and 'Delete'.

Figure 14-76. Registering SMS Sending Policy1474

- ① Click the button **New** at the bottom of the SMS policy list.

The screenshot shows the 'SMS Send Policy New' screen. It includes fields for Company/Site (selected: (주)CNP Cosmetics), Building (Select), Policy type (Entrance door status notification), Event Type (dropdown with an error message: 'Event Type is a required entry'), Policy name (empty), Day of occurrence (Everyday), and Msg Type (Default). The Message field contains the placeholder: '\$bildgNm / \$bildgFloor / \$loctNm / \$deviceNm / \$eventNm' and the note: '※ \$bildgNm(Building name), \$bildgFloor(Building floor), \$loctNm(Door name), \$deviceNm(Device name) / \$eventNm(Event name)'. At the bottom right are 'Save' and 'Cancel' buttons.

Figure 14-77. Registering a new SMS delivery policy1475

- ② You will be moved to the new SMS send policy screen.
- ③ Enter the basic information required to register the policy.
 - In the Building column, buildings are searched according to the selected business site.
- ④ Just select the building that contains the entrance you want to add.
- ⑤ After the input is completed, click the button **Save** to complete the registration of the access permission policy.

14.8.4 Modify SMS Sending Policy

Basic information such as company, business place, policy type, and policy name entered when registering a new policy can be checked on the Detailed Inquiry of Shipping Policy page described in 'SMS Sending Policy Inquiry'. The following describes how to modify the basic information of the policy on the detailed inquiry screen.

The screenshot shows the 'SMS Send Policy List' interface. On the left, there is a table titled 'SMS Send Policy List' displaying four entries. The first entry is highlighted in green and shows the following details:

Company/Site	LG CNS 마곡사이트스파크
(주)CNP Cosmetics 사업장	Test
LG CNS 마곡사이트스파크	테스트정책
LG CNS 마곡사이트스파크	devtest1
LG CNS 마곡사이트스파크	devtest2

To the right of the table is a 'Basic Information' panel containing the following fields:

Company/Site	LG CNS / 마곡사이트스파크
Building	마곡_사무동(E13)
Usage	Usage
Event Type	Door open timeout
Policy name	devtest1
Send day	Everyday
Msg Type	Default
Message	\$bildgNm / \$bildgFloor / \$loctNm / \$deviceNm / \$eventNm
Registered information	2024-11-27 19:33(Dong Ngoc Hieu)
Revision information	2024-11-27 19:33(Dong Ngoc Hieu)

At the bottom right of the 'Basic Information' panel is an 'Edit' button. Below this panel is a 'Detail information' section with two tables:

Door	마곡_사무동(E13) 0
Recipient	1

At the very bottom right of the screen are 'New' and 'Delete' buttons.

Figure 14-78. Inquiry of basic information of SMS send policy1476

- ① Search in the list + detailed layout on the SMS send policy list screen.
- ② Click the policy you want to view basic information for.
- ③ You can view it from the basic information on the right.
- ④ Click the button at the bottom right of the basic information.

I Basic Information

Company/Site	LG CNS / 마곡사이언스파크		
Building	<input type="text" value="마곡_사무동(E13)"/> × ▼		
*Usage	<input checked="" type="radio"/>	*Policy type	Entrance door status notification
*Event Type	<input type="text" value="Door open timeout"/> × ▼		
*Policy name	devtest1		
*Send day	Everyday	*Send time	Always
*Msg Type	Default		
Message	<pre>\$bildgNm / \$bildgFloor / \$loctNm / \$deviceNm / \$eventNm</pre> <p style="color: blue;">※ \$bildgNm(Building name), \$bildgFloor(Building floor), \$loctNm(Door name), \$deviceNm(Device name) / \$eventNm(Event name)</p>		
Registered information	2024-11-27 19:33(Dong Ngoc Hieu)	Revision information	2024-11-27 19:33(Dong Ngoc Hieu)
Save Cancel			

Figure 14-79. Basic Information Correction1477

⑤ For items that can be edited, the input box will open and fill in the corrections.

- ⑥ After filling out the form, click the button Save to complete the basic information correction.
- ⑦ You can edit basic information in other ways as well. Change to a list layout to view it.

I SMS Send Policy List

SMS Send Policy List																																																										
Company/Site		Total	Total	Policy name	Recipient Name	When the multiple inputs are being done, they can																																																				
Door name		When the multiple inputs are being done, they can			Policy type	Total	Event Type	Select																																																		
Usage		Total	Search	Building	Total																																																					
<table border="1"> <thead> <tr> <th></th> <th>Company/Site</th> <th>Policy type</th> <th>Event Type</th> <th>Policy name</th> <th>Send day</th> <th>Send time</th> <th>Building</th> <th>Door</th> <th>Recipient</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>(주)CNP Cosmetics ...</td> <td>Entrance door status...</td> <td>Door open timeout</td> <td>Test</td> <td>Everyday</td> <td>Business hours(8~19)</td> <td>3</td> <td>0</td> <td>0</td> </tr> <tr> <td><input type="checkbox"/></td> <td>LG CNS 마곡사이언...</td> <td>Entrance door status...</td> <td>Door open timeout</td> <td>테스트정책</td> <td>Everyday</td> <td>Always</td> <td>1</td> <td>0</td> <td>2</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>LG CNS 마곡사이언...</td> <td>Entrance door stat...</td> <td>Door open timeout</td> <td>devtest1</td> <td>Everyday</td> <td>Always</td> <td>1</td> <td>0</td> <td>1</td> </tr> <tr> <td><input type="checkbox"/></td> <td>LG CNS 마곡사이언...</td> <td>Entrance door status...</td> <td>Door open timeout</td> <td>devtest2</td> <td>Everyday</td> <td>Always</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table>										Company/Site	Policy type	Event Type	Policy name	Send day	Send time	Building	Door	Recipient	<input type="checkbox"/>	(주)CNP Cosmetics ...	Entrance door status...	Door open timeout	Test	Everyday	Business hours(8~19)	3	0	0	<input type="checkbox"/>	LG CNS 마곡사이언...	Entrance door status...	Door open timeout	테스트정책	Everyday	Always	1	0	2	<input checked="" type="checkbox"/>	LG CNS 마곡사이언...	Entrance door stat...	Door open timeout	devtest1	Everyday	Always	1	0	1	<input type="checkbox"/>	LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest2	Everyday	Always	1	0	0
	Company/Site	Policy type	Event Type	Policy name	Send day	Send time	Building	Door	Recipient																																																	
<input type="checkbox"/>	(주)CNP Cosmetics ...	Entrance door status...	Door open timeout	Test	Everyday	Business hours(8~19)	3	0	0																																																	
<input type="checkbox"/>	LG CNS 마곡사이언...	Entrance door status...	Door open timeout	테스트정책	Everyday	Always	1	0	2																																																	
<input checked="" type="checkbox"/>	LG CNS 마곡사이언...	Entrance door stat...	Door open timeout	devtest1	Everyday	Always	1	0	1																																																	
<input type="checkbox"/>	LG CNS 마곡사이언...	Entrance door status...	Door open timeout	devtest2	Everyday	Always	1	0	0																																																	
« < 1 > »																																																										
New Delete																																																										

Figure 14-80. Viewing the List of SMS Sending Policies1478

- ⑧ Click the row of the policy in the list for which you want to edit the default information.
- ⑨ Go to the SMS delivery policy details page and click the button  at the bottom of the basic information area.

I Basic Information

Company/Site	LG CNS / 마곡사이언스파크		
Building	<input type="text" value="마곡_사무동(E13)"/> x ▼		
* Usage	<input checked="" type="radio"/> x ▼	* Policy type	Entrance door status notification
* Event Type	<input type="text" value="Door open timeout"/> x ▼		
* Policy name	devtest1		
* Send day	Everyday	* Send time	Always
* Msg Type	Default		
Message	<pre>\$bildgNm / \$bildgFloor / \$loctNm / \$deviceNm / \$eventNm</pre> <p style="color: blue;">※ \$bildgNm(Building name), \$bildgFloor(Building floor), \$loctNm(Door name), \$deviceNm(Device name) / \$eventNm(Event name)</p>		
Registered information	2024-11-27 19:33(Dong Ngoc Hieu)	Revision information	2024-11-27 19:33(Dong Ngoc Hieu)
Save Cancel			

Figure 14-81. Basic Information Correction14-79

- ⑩ Similarly, only items that can be edited will open an input box, and after completing the correction, click the button  to complete the correction.

14.8.5 SMS Sending Policy

The SMS sending policy includes a list of doors to be granted access. Management of doors, such as adding and deleting doors to allow entry, is available on the policy detail inquiry screen.

▶ Door Inquiry

You can view the list of doors included in the entry permission policy in the detailed information. The following is how to view the list of doors.

The screenshot shows the 'SMS Send Policy List' interface. At the top, there are search and filter fields for 'Policy name', 'Recipient Name', and various building-related dropdowns. Below this is a table of policies:

Company/Site	Policy name
(주)CNP Cosmetics 사업장	Test
LG CNS 마곡사이언스파크	테스트정책
LG CNS 마곡사이언스파크	devtest1
LG CNS 마곡사이언스파크	devtest2

To the right, the 'Basic Information' section displays detailed settings for the selected policy (devtest1):

Company/Site	LG CNS / 마곡사이언스파크		
Building	마곡_사무동(E13)		
Usage	Usage	Policy type	Entrance door status notification
Event Type	Door open timeout		
Policy name	devtest1		
Send day	Everyday	Send time	Always
Msg Type	Default		
Message	\$bildgNm / \$bildgFloor / \$loctNm / \$deviceNm / \$eventNm		
Registered information	2024-11-27 19:33(Dong Ngoc Hieu)	Revision information	2024-11-27 19:33(Dong Ngoc Hieu)

Below this is the 'Detail information' section, which lists the managed access doors:

Door	마곡_사무동(E13) 0
Recipient	1

Buttons for 'Edit', 'New', and 'Delete' are located at the bottom right.

Figure 14-82. SMS Sending Policy Detailed Inquiry1480

- ① Search for a specific policy in the SMS delivery policy list screen in the list + detailed layout.
- ② If you click the pop-up button of each building in the details section on the right, the pop-up of the managed access door will appear, and the list of access doors will be viewed.
 - Buttons are created for each building included in the basic information
 - Companies, business sites, and buildings can be searched by fixed / other search conditions

SMS Sending Door Management

Building/Floor: 마곡_사무동(E13) | Total: 2

Door name: When the multiple inputs are being done, they can | Entry area: Total

Location Classification: Total

Device name: When the multiple inputs are being done, they can | Search

I SMS Accessible door list

<input type="checkbox"/>	Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area
<input type="checkbox"/>	6444	LG CNS 마곡사이언...	마곡_사무동(E13) B3F	E13_B3F_VIP엘리베이터	Door	Office Area
<input type="checkbox"/>	6440	LG CNS 마곡사이언...	마곡_사무동(E13) B3F	E13_B3F_남측_SUB전...	Door	Control Area

Total: 2

Add row | Delete row | Download

Save | Close

Figure 14-83. SMS Door Management Pop-up1481

- ③ The entrance door is inquired by the number of buildings and floors included in the policy.
- You can search for the entrance door by entering text in the search bar at the top left

▶ Add an entrance door

The following describes how to add an entrance to the SMS delivery policy.

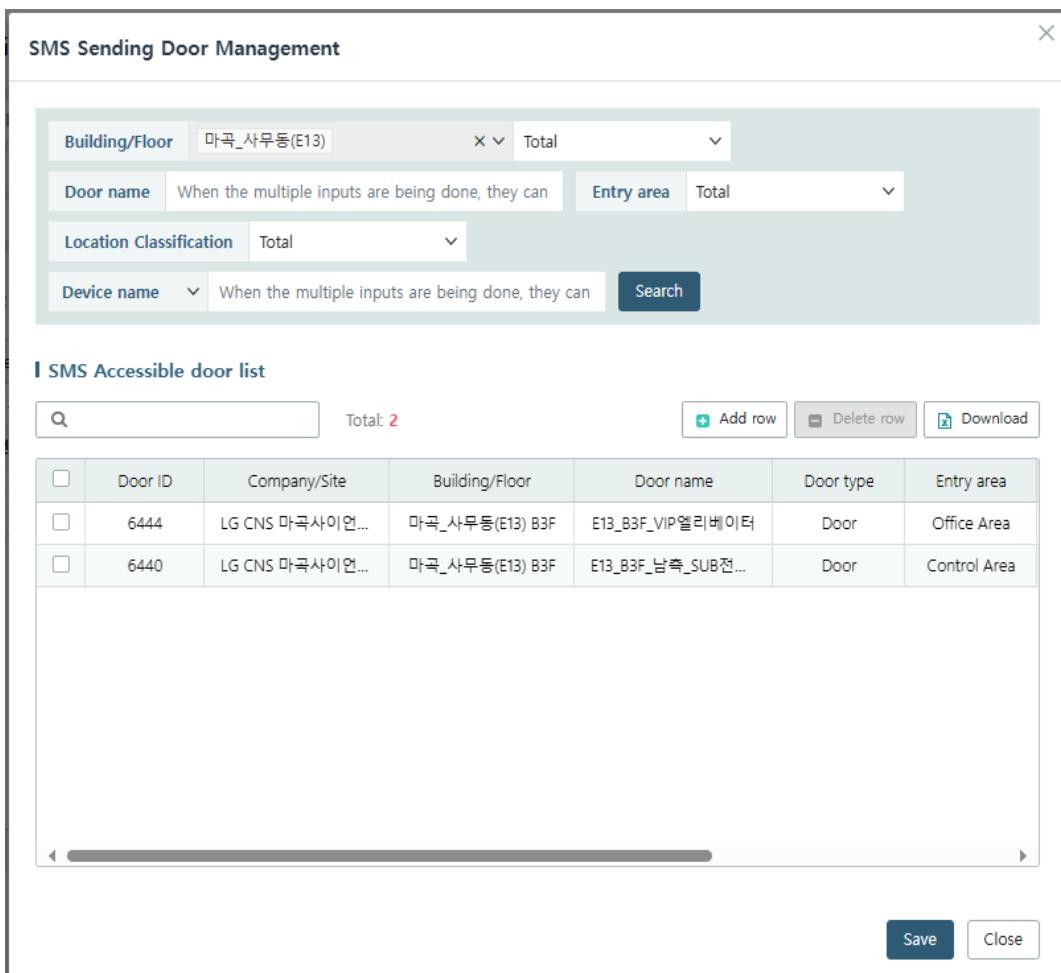


Figure 14-84. SMS Sending Policy Door Management Pop-up1482

On the SMS delivery policy list screen, search in the list + detailed type, and then click the building button in the detailed information entrance section.

- ① Click the button in the SMS door management pop-up.
- ② The installation location search pop-up will query the list of all entrances to the building. Find and select the door you want to add, click the button and it will be added to the list you want to add.

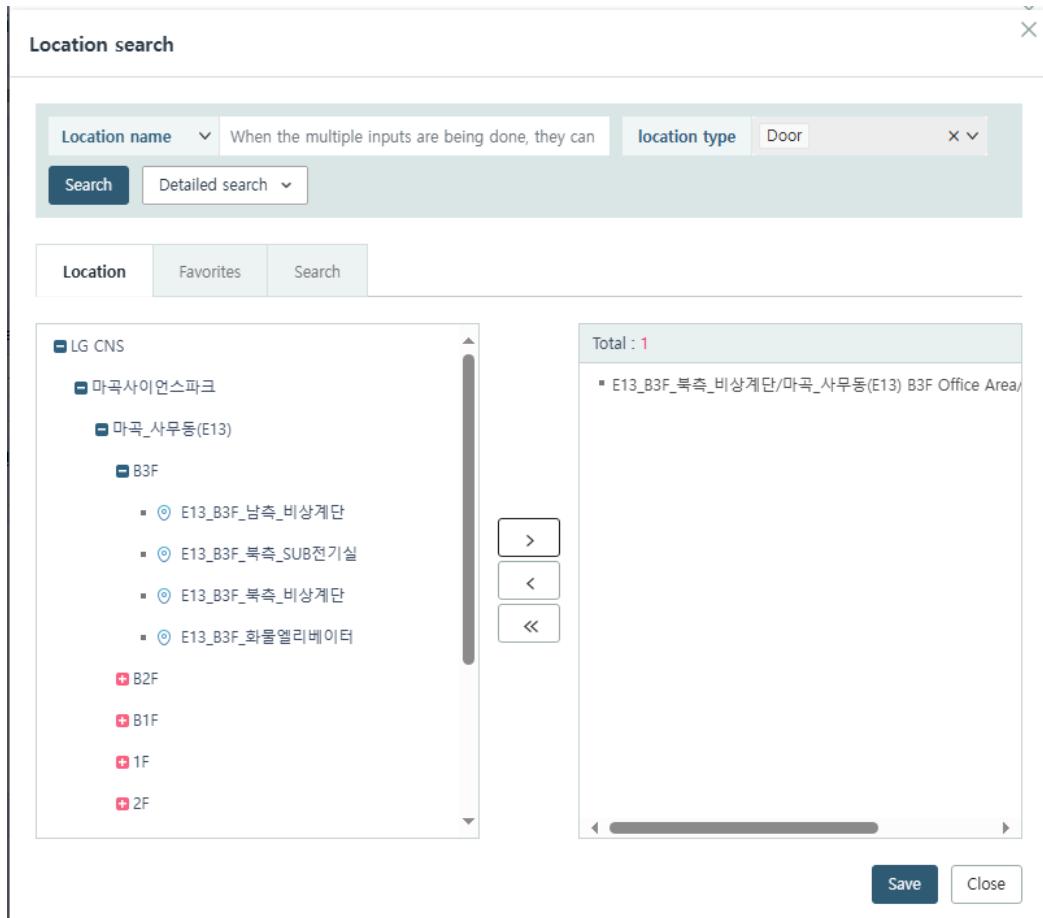


Figure 14-85. Installation Location Search Pop-up14-83

- ③ Or enter the door you want to add directly into the search criteria.
 - Select and enter the installation location name and installation location ID as the basic search condition
 - Enter connected equipment information, entrance station, and current status of the entrance door as detailed search conditions
- ④ Select the doors to add from the searched door list with Ctrl+Mouse Click, and then click the button to add them to the Add list on the right.
- ⑤ You can also select the entrance door from the Favorites tab.
 - Adding an entrance door to a favorite can be done in the [Location/Equipment>Location Management] menu.
- ⑥ When you're done selecting the doors you want to add, click the button .
- ⑦ The door will be added to the list of SMS door management pop-up and click the button again to complete the addition of the door. However, the time zone of the logged-in user and the time zone of the equipment registered at the door (installation location) to be added must match.

▶ Excel Download

You can download and check the list of doors included in the SMS delivery policy in Excel. The following is how to download the door list excel.

The screenshot shows a pop-up window titled "SMS Sending Door Management". At the top, there are several search filters: "Building/Floor" set to "마곡_사무동(E13)", "Door name" containing "When the multiple inputs are being done, they can", "Entry area" set to "Total", "Location Classification" set to "Total", and "Device name" containing "When the multiple inputs are being done, they can". Below these filters is a search button. The main area is titled "SMS Accessible door list" and contains a table with four rows of door information. The table has columns: Door ID, Company/Site, Building/Floor, Door name, Door type, and Entry area. The fourth row is highlighted with a red box around the "Download" button. At the bottom right of the pop-up are "Save" and "Close" buttons.

Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area
6440	LG CNS 마곡사이언...	마곡_사무동(E13) B3F	E13_B3F_남측_SUB전...	Door	Control Area
6442	LG CNS 마곡사이언...	마곡_사무동(E13) B3F	E13_B3F_남측_비상계단	Door	Office Area
6444	LG CNS 마곡사이언...	마곡_사무동(E13) B3F	E13_B3F_VIP엘리베이터	Door	Office Area

Figure 14-86. SMS Door Management Pop-up1484

- ① Click the button on the SMS delivery policy detail screen to download the Excel file.
- ② When you open the Excel file, you can see the list of doors.

	A	B	C	D	E	F	G	H	I	J	K
1	Door ID	Company name	Site name	Building	Floor	Door name	Door type	Entry area	Location Classification	Day and time of revision	Modifier
2	6440	LG CNS	마곡사이언	마곡_사무동	B3F	E13_B3F_남측_SUB	Door	Control Area	Restriction I issuance	2025-06-06 15:53	Dong Ngoc Hieu
3	6442	LG CNS	마곡사이언	마곡_사무동	B3F	E13_B3F_남측_비상	Door	Office Area	General	2025-06-06 15:53	Dong Ngoc Hieu
4	6444	LG CNS	마곡사이언	마곡_사무동	B3F	E13_B3F_VIP엘리베	Door	Office Area	General	2025-06-06 15:53	Dong Ngoc Hieu

Figure 14-87 Exit List Excel1485

▶ Deleting a Door

The method of deleting the door from the SMS delivery policy is as follows.

- ① Select the door you want to delete from the SMS door management pop-up and click the button 
- ② The door will be removed from the SMS door. Click the button  to complete the deletion.

SMS Sending Door Management

Building/Floor: 마곡_사무동(E13) | Total: 3

Door name: When the multiple inputs are being done, they can | Entry area: Total

Location Classification: Total

Device name: When the multiple inputs are being done, they can | Search

I SMS Accessible door list

	Door ID	Company/Site	Building/Floor	Door name	Door type	Entry area
<input type="checkbox"/>	6440	LG CNS 마곡사이언...	마곡_사무동(E13) B3F	E13_B3F_남측_SUB전...	Door	Control Area
<input checked="" type="checkbox"/>	6442	LG CNS 마곡사이...	마곡_사무동(E13) ...	E13_B3F_남측_비상...	Door	Office Area
<input checked="" type="checkbox"/>	6444	LG CNS 마곡사이...	마곡_사무동(E13) ...	E13_B3F_VIP엘리베...	Door	Office Area

 Add row | Download | Save | Close

Figure 14-88. SMS Dispatch Door Management Row Deletio14

14.8.6 SMS Recipient

You can collect SMS recipients at once in SMS recipients.

► SMS recipient lookup

- ① Click the SMS recipient pop-up button.
 - The number specified in the button is the number of all recipients included in the SMS delivery policy.

The screenshot shows the 'SMS Recipient Management' pop-up window. At the top, there are dropdown menus for 'User type/Company' (set to 'Executives'), 'Employees of the cor' (set to 'Total'), and a search bar. Below this is a search bar with 'Name' and 'Department' fields, and a 'Search' button. The main area is titled 'SMS Recipient list' and contains a table with one row of data. The table columns are: User ID, User type, Company, Department, User, * Mobile number, and Day and. The data row shows: 1850070361, Full time..., LG CNS, Dev test dep..., devlongnb8 (devlong..., 3213, 2025-04. The bottom of the window has navigation buttons (« < > ») and 'Save' and 'Close' buttons.

User ID	User type	Company	Department	User	* Mobile number	Day and
1850070361	Full time...	LG CNS	Dev test dep...	devlongnb8 (devlong...	3213	2025-04

Figure 14-89. SMS Sending Policy Recipient Inquiry1486

- ② The SMS recipient inquiry pop-up will appear, and the entire SMS recipient list will be viewed.

- You can search in the list by entering the search conditions of user type/company, name, company number, user ID, mobile phone number, and department.

► Add SMS recipients

To add SMS recipients:

The screenshot shows a modal dialog titled "SMS Recipient Management". At the top, there are dropdown menus for "User type/Company" (set to "Executives"), "Employees of the cor" (set to "Total"), and a search bar. Below this is a table header with columns: "User ID", "User type", "Company", "Department", "User", "* Mobile number", and "Day and time". A single row of data is visible in the table, showing a User ID of 1850070361, a User type of "Full time...", a Company of "LG CNS", a Department of "Dev test dep...", a User name of "devlongnb8 (devlong...)", a Mobile number of 3213, and a Date of 2025-04. At the bottom right of the table are "Save" and "Close" buttons.

User ID	User type	Company	Department	User	* Mobile number	Day and time
1850070361	Full time...	LG CNS	Dev test dep...	devlongnb8 (devlong...	3213	2025-04

Figure 14-90. SMS Recipient Management Popup1487

On the SMS delivery policy list screen, search in the list + detailed type, and then click the button in the detailed recipient field.

- ① Click the Manage SMS Recipients button in the pop-up.

- ② The Add SMS recipient pop-up will query the entire recipient list of the item. Find and select the recipients you want to add, then click the button  , and they'll be added to the list you want to add.

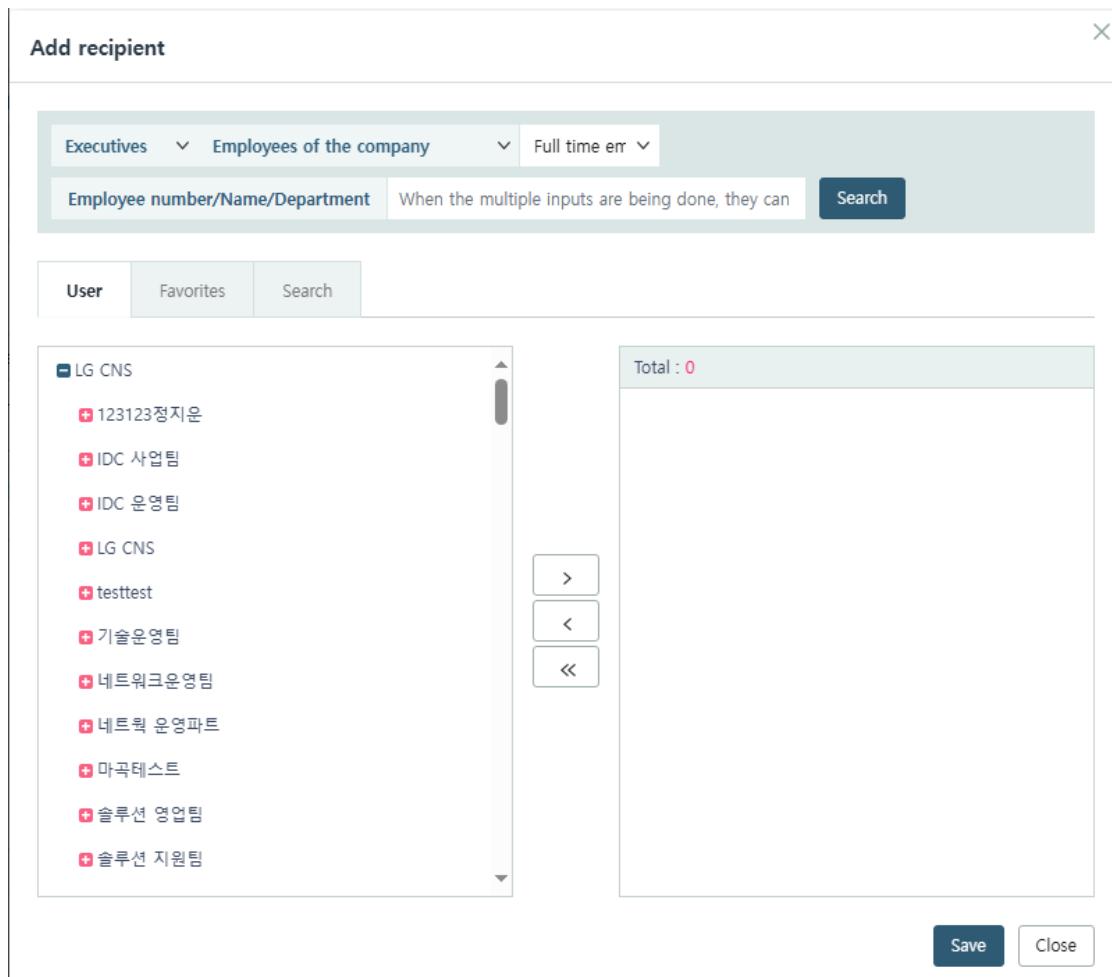


Figure 14-91. SMS Recipient Search Popup1488

- ③ Or enter the door you want to add directly into the search criteria.
 - Select and enter employees, (third-party, in-house) employees, company number/name/department as basic search conditions
- ④ Select the recipients you want to add from the searched recipient list by Ctrl+Mouse Click, and then click the button  to add them to the Add list on the right.
- ⑤ You can also select recipients from the Favorites tab.
- ⑥ When you're done selecting recipients to add, click the button  .
- ⑦ The recipient is added to the list of SMS delivery receipt management pop-up, and clicking the button  again completes the recipient addition.

► Excel Download

You can download and check the recipient list included in SMS recipient management in Excel. The recipient list Excel download method is as follows.

The screenshot shows a modal window titled "SMS Recipient Management". At the top, there are dropdown filters for "User type/Company" (set to "Executives"), "Employees of the cor...", and "Total". Below these are search fields for "Name" and "Department", both containing placeholder text "When the multiple inputs are being done, they can...". A "Search" button is to the right of the department field. In the center, the title "I SMS Recipient list" is displayed above a table. The table has columns: User ID, User type, Company, Department, User, *Mobile number, and Day and time of revision. There are two rows of data. The first row has a checkbox next to the User ID column, which is checked. The second row contains the values: 1850070361, Full time..., LG CNS, Dev test dep..., devlongnb8 (devlongnb8), 3213, and 2025-04. To the right of the table are buttons for "Add row", "Delete row", and "Download" (which is highlighted with a red box). At the bottom right of the modal are "Save" and "Close" buttons.

Figure 14-92. SMS Sending Receipt Management Pop-up1489

- ① Click the button in SMS recipient management to download the Excel file.
- ② When you open the Excel file, you will see a list of recipients.

	A	B	C	D	E	F	G	H
1	User ID	User type	Company	Department	User	Mobile number	Day and time of revision	Modifier
2	1850070361	Full time employee	LG CNS	Dev test department	devlongnb8 (devlongnb8)	3213	2025-04-01 16:17	Nguyen Bao Long
3								

Figure 14-93. Recipient List Excel1490

► Modify recipients

To remove recipients from SMS recipient management, follow these steps:

- ① Select the recipient mobile phone number you want to edit in the SMS Recipient Management pop-up and edit it.
- ② The recipient's mobile phone number will be modified in the SMS recipient list.
- ③ Click the button **Save** to complete the modification.

SMS Recipient Management

User type/Company: Executives ▾ Employees of the cor ▾ Total ▾

Name: When the multiple inputs are being done, they can

Department: When the multiple inputs are being done, they can **Search**

I SMS Recipient list

Total: 1 10 / page **Add row** **Delete row** **Download**

<input checked="" type="checkbox"/>	User ID	User type	Company	Department	User	* Mobile number	Day and time
<input checked="" type="checkbox"/>	1850070361	Full tim...	LG CNS	Dev test d...	devlongnb8 (devlon...	3213	2025-04-

« < 1 > »

Save **Close**

Figure 14-94. SMS Recipient Management Behavior Modification1491

► Delete recipients

To remove recipients from SMS recipient management, follow these steps:

- ① Select the recipient you want to delete from the SMS Recipient Management pop-up and click the button **Delete row**.
- ② The recipient will be removed from the SMS recipient list.

- ③ Click the button **Save** to complete the deletion.

The screenshot shows the 'SMS Recipient Management' dialog box. At the top, there are filter dropdowns for 'User type/Company' (set to 'Executives'), 'Employees of the cor...', and 'Total'. Below the filters is a search bar with fields for 'Name' and 'Department', both containing the placeholder text 'When the multiple inputs are being done, they can...'. A 'Search' button is to the right of the search bar. The main area is titled 'SMS Recipient list' and displays a table with one row. The table has columns: User ID, User type, Company, Department, User, Mobile number, and Day and time. The first row contains the values: 1850070361, Full tim..., LG CNS, Dev test d..., devlongnb8 (devlon..., 012-3456-7890, and 2025-06-. The 'Delete row' button in the table header is highlighted with a red box. At the bottom of the dialog are 'Save' and 'Close' buttons.

	User ID	User type	Company	Department	User	Mobile number	Day and time
<input checked="" type="checkbox"/>	1850070361	Full tim...	LG CNS	Dev test d...	devlongnb8 (devlon...	012-3456-7890	2025-06-

Figure 14-95. Deleting the SMS Recipient Management Line

14

14.8.7 Delete SMS Sending Policy

To delete an SMS delivery policy, both the door and the recipient in the policy must be absent. Therefore, in order to delete a policy, you must delete both the door and the recipient before.

The screenshot shows the 'SMS Send Policy List' interface. On the left, there's a table of policies with columns for Company/Site, Policy name, Recipient Name, and other details. One row is selected, showing 'devtest1'. On the right, there's a detailed view of the selected policy under 'Basic Information' and 'Detail information' sections. At the bottom right of the detailed view, there are 'New' and 'Delete' buttons, with 'Delete' being highlighted by a red box.

Figure 14-96. Deleting an SMS Sending Policy1492

- ① Click the button on the SMS delivery policy management screen or the details screen.
 - If there is an entrance door or recipient, an error message will occur.
- ② In this case, delete both the door and the recipient and click the button again.

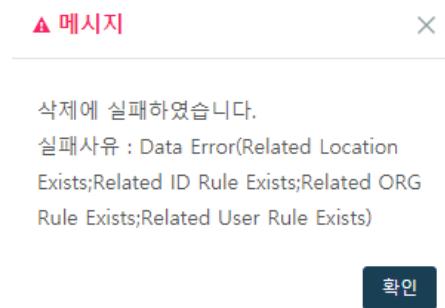


Figure 14-97. SMS Sending Policy Delete Error Message1493

- ③ If you see the message "Do you want to delete?", click "Yes".
- ④ The SMS delivery policy deletion is completed.

14.9 Access allowed IP management

14.9.1 Basic screen configuration

SecuXper IDP+ manages the list of IPs accessing the application. The basic screen configuration of the IP management is as follows.

The screenshot shows the 'Access allowed IP list' screen. At the top, there are tabs for 'Access allowed IP' and 'Explanation'. Below these are search and download buttons. The main area has two sections: 'Access allowed IP list' and 'Detail information'. The 'Access allowed IP list' section contains a table with columns for IP address and explanation. The 'Explanation' column includes entries like '클라우드IP', 'Localhost', and various IPv4 and IPv6 addresses with descriptive text. The 'Detail information' section on the right shows tabs for 'Access allowed IP', 'Explanation', 'Usage' (which is selected), 'Registered information', and 'Revision information'. At the bottom, there are navigation buttons for pages 1 through 3, and buttons for 'New', 'Save', and 'Delete'.

Figure 14-98. Access allowed IP Management Basic Screen1494

- ① Settings > Access allowed IP Management.
- ② A list of all IP management is viewed, and each IP contains basic information and detailed information.

14.9.2 Access allowed IP Inquiry

The following describes how to view the Access allowed IP management.

Access allowed IP list		Help	Setting > Access allowed IP management > Access allowed IP list	
Access allowed IP	When the multiple inputs are being done, they can	Explanation	When the multiple inputs are being done, they can	Search
I Access allowed IP list				Download
Access allowed IP	Explanation	Access allowed IP		
27.122.140.10	클라우드IP	Explanation		
127.0.0.1	localhost	Usage	<input checked="" type="radio"/>	
0:0:0:0:0:1	localhost IPv6	Registered information		
27.112.148.10	test update ipv4	Revision information		
2001:fe80	test ipv6			
2001:db8:1234:0000:0000:0000:5678:F...	test ipv6			
fe80::f196	test ipv6			
127.0.0.255	test ipv4			
27.122.140.255/32	test ipv4 cidr			
2001:db8:1234:0000:0000:0000:5678:F...	test ipv6 cidr			
« < 1 2 3 > »		New	Save	Delete

Figure 14-99. Access allowed IP management list1495

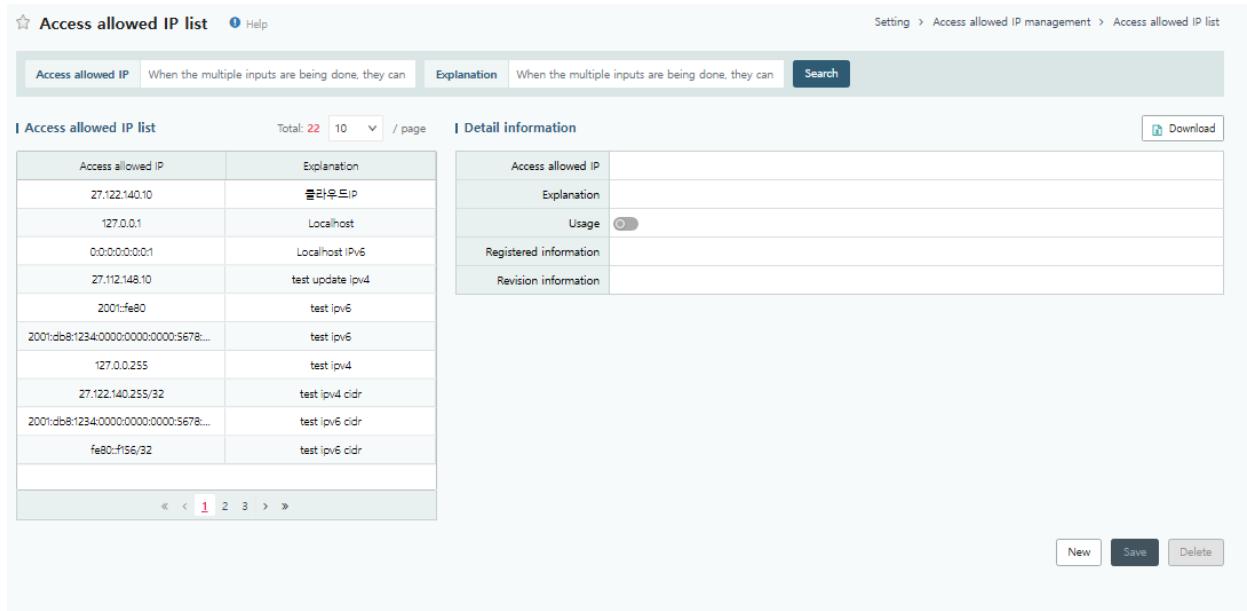
- ① When you enter the Settings > Access allowed IP management menu, you will be moved to the Access allowed IP management screen.

Basic search criteria	Access allowed IP	- Multiple inputs, separated by ","
	Explanation	- Multiple inputs, separated by ","

- ② When you finish entering your search criteria, click the button **Search**
③ IPs that meet the conditions are searched in the Access allowed IP List.

▶ Excel Download

- ① Click the button  at the top right of the Access allowed IP.



The screenshot shows the 'Access allowed IP list' page. At the top, there are tabs for 'Access allowed IP' and 'Explanation'. Below the tabs, there is a search bar and a 'Search' button. The main area has two sections: 'Access allowed IP list' on the left and 'Detail information' on the right. The 'Access allowed IP list' section contains a table with columns: Access allowed IP, Explanation, Usage, Registered information, and Revision information. The 'Detail information' section shows a detailed view of the selected row. At the bottom, there are buttons for 'New', 'Save', and 'Delete'.

Figure 14-100. Viewing the List of access allowed IP

- ② The list of retrieved Access allowed is saved as an Excel file.

A	B	C	D	E	F	G	
1	Access allowed IP	Explanation	Usage	Registrant	Registered day and time	Modifier	Day and time of revision
2	27.122.140.10	클라우드IP	Y	유재호	2023-08-21 18:31	Nguyen Doan Dat	2023-08-24 15:43
3	127.0.0.1	localhost	Y	IDP+ System	2023-08-21 20:07	IDP+ System	2023-08-21 20:07
4	0:0:0:0:0:0:1	localhost IPv6	Y	IDP+ System	2023-08-21 20:08	IDP+ System	2023-08-21 20:08
5	27.112.148.10	test update ipv4	Y	Nguyen Doan Dat	2023-08-22 15:23	Dao Duc Trung	2023-08-22 15:48
6	2001::fe80	test ipv6	Y	Nguyen Doan Dat	2023-08-22 15:25	Dong Ngoc Hieu	2024-11-28 16:25
7	2001:db8:1234:0000:0000:0000:5678:FFFF	test ipv6	Y	Nguyen Doan Dat	2023-08-22 15:26	Nguyen Doan Dat	2023-08-22 15:26
8	127.0.0.255	test ipv4	Y	Nguyen Doan Dat	2023-08-22 15:55	Nguyen Doan Dat	2023-08-22 15:55
9	27.122.140.255/32	test ipv4 cidr	Y	Nguyen Doan Dat	2023-08-22 16:00	Nguyen Doan Dat	2023-08-22 16:00
10	2001:db8:1234:0000:0000:0000:5678:FFFF/32	test ipv6 cidr	Y	Nguyen Doan Dat	2023-08-22 16:08	Nguyen Doan Dat	2023-08-22 16:08
11	fe80::f156/32	test ipv6 cidr	Y	Nguyen Doan Dat	2023-08-22 16:09	Nguyen Doan Dat	2023-08-22 16:09
12	27.122.140.9		Y	유재호	2023-08-24 13:53	유재호	2023-08-24 13:53
13	::ffff:1b7a:8c0a	u-cloud ipv6	Y	Nguyen Doan Dat	2023-08-24 15:36	Nguyen Doan Dat	2023-08-24 15:39
14	27.122.137.92	G-Cloud IP	N	Nguyen Bao Long	2023-08-24 15:46	Nguyen Bao Long	2023-08-24 15:47
15	0:0:0:0:FFFF:1B7A:895C	G-Cloud IPv6	Y	Nguyen Bao Long	2023-08-24 15:48	Nguyen Bao Long	2023-08-24 15:48
16	58.148.65.85	henoh	Y	노현억	2023-11-03 10:10	노현억	2023-11-03 10:10
17	211.176.190.111	kamyong	Y	IDP+ Solution Admin	2024-03-14 18:13	IDP+ Solution Admin	2024-03-14 18:13
18	165.243.5.20	LG CNS Office	Y	김지설	2024-03-14 18:16	김지설	2024-03-14 18:16
19	172.31.5.89	융합보안플랫폼 개발	Y	선별검색연계	2024-03-15 18:16	선별검색연계	2024-03-15 18:16
20	210.179.62.167	rk2151 local	Y	이희수	2025-03-06 13:52	이희수	2025-03-06 13:52
21	211.193.204.65	hhip ulsan develop1	Y	이희수	2025-03-10 14:41	이희수	2025-03-10 14:41
22	122.32.146.47	hhip ulsan develop2	Y	이희수	2025-03-10 14:41	이희수	2025-03-10 14:41
23	112.148.179.205	lee.heesoo local	Y	이희수	2025-03-10 14:41	이희수	2025-03-10 14:41

Figure 14-101. Access allowed IP List Excel Download

14.9.3 Register access allowed IP

The following describes how to register a new Access allowed IP.

The screenshot shows a web-based application for managing access allowed IP addresses. At the top, there's a header with a star icon, 'Access allowed IP list', a help link, and navigation links for 'Setting > Access allowed IP management > Access allowed IP list'. Below the header is a search bar with tabs for 'Access allowed IP' and 'Explanation', and a 'Search' button. The main area has two sections: 'Access allowed IP list' and 'Detail information'. The 'Access allowed IP list' section contains a table with columns 'Access allowed IP' and 'Explanation', listing various IP addresses like 27.122.140.10, 127.0.0.1, and 27.112.148.10, along with their descriptions. The 'Detail information' section is collapsed. At the bottom of the page are buttons for 'New', 'Save', and 'Delete'.

Figure 14-102. Access allowed IP management1496

- ① Click the button at the bottom of the Access allowed IP.

The screenshot shows a modal dialog box titled 'Access allowed IP registration'. It contains two input fields: 'Access allowed IP' and 'Explanation', both with placeholder text. At the bottom are 'Save' and 'Close' buttons.

Figure 14-103. Registering a access allowed IP

- ② You will be moved to the new Access allowed IP screen.
- ③ Enter the basic information required to register the access allowed IP .
- ④ After the input is completed, click the button to complete the registration of the access allowed IP.

14.9.4 Modify access allowed IP

The following describes how to modify the basic information of the access allowed IP on the detailed inquiry screen.

The screenshot shows a web-based interface for managing access allowed IP lists. At the top, there's a header with a star icon, the title 'Access allowed IP list', a 'Help' link, and navigation links for 'Setting > Access allowed IP management > Access allowed IP list'. Below the header is a search bar with tabs for 'Access allowed IP' and 'Explanation', and a 'Search' button. The main area has two sections: 'Access allowed IP list' and 'Detail information'. The 'Access allowed IP list' section contains a table with columns 'Access allowed IP' and 'Explanation'. The 'Explanation' column contains Korean text like '클라우드IP' and 'Localhost'. The 'Detail information' section shows a form for a selected IP entry. The form fields include 'Access allowed IP' (2001:fe80), 'Explanation' (test ipv6), 'Usage' (a small circular icon), 'Registered information' (Nguyen Doan Dat (2023-08-22 15:25)), and 'Revision information' (Dong Ngoc Hieu (2024-11-28 16:25)). There are also 'Download', 'New', 'Save', and 'Delete' buttons at the bottom.

Figure 14-104. Inquiry of basic information of Access allowed IP1498

- ① Search in the list + detailed layout on the Access allowed IP.
- ② Click the IP you want to view basic information for.
- ③ You can view it from the basic information on the right
- ④ For items that can be edited, the input box will open and fill in the corrections.
- ⑤ After filling out the form, click the button **Save** to complete the basic information correction.

14.9.5 Delete access allowed IP

The following describes how to delete the basic information of the access allowed IP on the detailed inquiry screen

The screenshot shows the 'Access allowed IP list' screen. On the left, there's a table titled 'Access allowed IP list' with columns for 'Access allowed IP' and 'Explanation'. The table contains several entries, including '27.122.140.10' with explanation '클라우드IP', '127.0.0.1' with 'Localhost', and various IPv6 entries like '2001:fe80' and 'fe80::f156'. On the right, there's a 'Detail information' panel for the selected IP '2001:fe80'. It shows fields for 'Access allowed IP' (2001:fe80), 'Explanation' (test ipv6), 'Usage' (status icon), 'Registered information' (Nguyen Doan Dat, 2023-08-22 15:25), and 'Revision information' (Dong Ngoc Hieu, 2024-11-28 16:25). At the bottom right of the main table area are buttons for 'New', 'Save', and 'Delete'.

Figure 14-105. Deleting a access allowed IP

- ① Search in the list + detailed layout on the Access allowed IP.
- ② Click the IP you want to view basic information for.
- ③ Click the button on the access allowed IP management screen or the details screen
- ④ Fill in the reason for deletion and click button

A modal dialog box titled 'Set reason for revision' with a close button 'X' at the top right. It contains a form field labeled 'Reason for revision' with a red asterisk (*) indicating it's required. The input field is empty, and a red message below it says 'Reason for revision is a required entry.' At the bottom are 'Save' and 'Close' buttons.

- ⑤ If you see the message "Do you want to delete?", click "Yes".
- ⑥ The Access allowed IP deletion is completed.

14.10 Privacy process history

14.10.1 Basic screen configuration

You can view past Privacy process history in the Privacy process history list menu. The basic screen configuration is as follows.

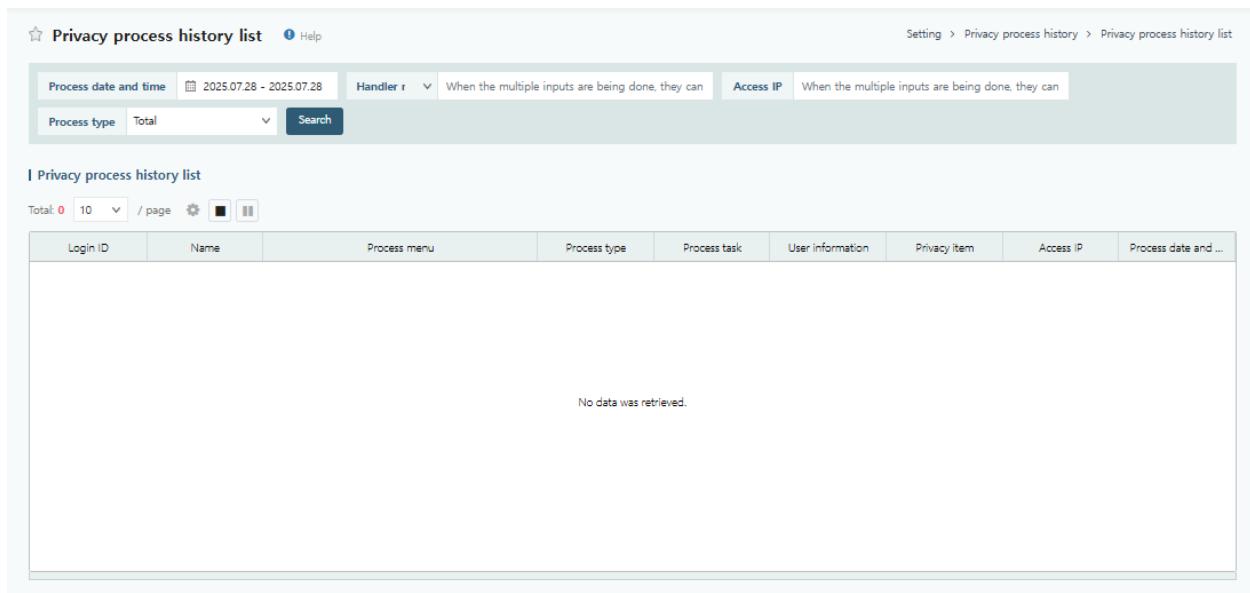


Figure 14.106. Privacy process history list Basic Screen14100

- ① Settings > Privacy process history.
- ② A list of all privacy process history is viewed, and each privacy process history contains basic information and detailed information.

14.10.2 Privacy process history inquiry

The following describes how to view the Privacy process history.

The screenshot shows a search interface for privacy process history. At the top, there are search filters for 'Process date and time' (2025.07.28 - 2025.07.28), 'Handler' (dropdown), 'When the multiple inputs are being done, they can' (checkbox), 'Access IP' (checkbox), and 'Process type' (dropdown set to 'Total'). Below the filters is a 'Search' button. The main area is titled 'Privacy process history list' and displays a table with 83 total results. The columns are: Login ID, Name, Process menu, Process type, Process task, User information, Privacy item, Access IP, and Process date and ... (partially visible). The table lists various entries, mostly from 'minhnd12' user, involving card management and issuance tasks. At the bottom of the table is a pagination control with page number 1.

Process date and time	Handler	When the multiple inputs are being done, they can	Access IP	When the multiple inputs are being done, they can					
Process type	Total	Search							
I Privacy process history list									
Total: 83 10 / page ⚙️ 🖼									
Login ID	Name	Process menu	Process type	Process task	User information				
minhnd12	Nguyen Cong Mi...	Card management > 카드 등록	Searching	Task details	61				
minhnd12	Nguyen Cong Mi...	Card management > 카드 등록	Searching	Task details	2				
minhnd12	Nguyen Cong Mi...	Card issuance > 카드 발급	Searching	Task details	33				
minhnd12	Nguyen Cong Mi...	Card management > 카드 등록	Searching	Task details	61				
minhnd12	Nguyen Cong Mi...	Card management > 카드 등록	Searching	Task details	2				
minhnd12	Nguyen Cong Mi...	Card management > 카드 등록	Searching	Task details	61				
minhnd12	Nguyen Cong Mi...	Card management > 카드 등록	Searching	Task details	61				
minhnd12	Nguyen Cong Mi...	ID card application > ID카드 신청 > ID카드 신청 ...	Searching	Task details	83				
minhnd12	Nguyen Cong Mi...	Card issuance > 카드 발급	Searching	Task details	33				
minhnd12	Nguyen Cong Mi...	Card management > 카드 등록	Searching	Task details	61				

Figure 14-107. Privacy process history list14101

- ① When you enter the Settings > Privacy process history menu, you will be moved to the Privacy process history management screen.

Basic search criteria	Process date and time	- From Date/ To Enter Date
	Handler name	- Select a single option: Handler name/Employee number/Login ID and enter
	Access IP	- Multiple inputs, separated by ","
	Process type	- Select corresponding option

- ② When you finish entering your search criteria, click the button **Search**
- ③ Privacy process history that meet the conditions are searched in the Privacy process history List

► Detailed Privacy process history inquiry

- ① View by changing from the privacy process history list to List + Detailed layout.
- ② If you click on the privacy process history you want to view detailed information on the left list, the basic information and detailed information about the privacy process history will be searched on the right

Figure 14-108. Detailed Privacy process history

14102

- ③ In the Privacy process section, click on item Process task with the icon to see more detailed information.
- ④ In the Privacy subject section, click on item User information and Privacy item with the icon to see detailed information

14.11 Change history

14.11.1 Basic screen configuration

You can view past Change history in the Change history list menu. The basic screen configuration is as follows.

The screenshot shows a web-based application interface for managing change history. At the top, there's a header bar with the title 'Change history list' and a 'Help' link. Below the header is a search/filter bar with fields for 'Change date and time' (set to 2025.07.28 - 2025.07.28), 'Change n' (set to 1), 'When the multiple inputs are being done, they can', 'Access IP' (set to When the multiple inputs are being done, they can), and a 'Search' button. Underneath the search bar is a table header row with columns: Login ID, Name, Change type, Change task, Access IP, and Change date and time. A message 'No data was retrieved.' is centered in the main content area.

Figure 14.109 Change history list Basic Screen14103

- ① Settings > Change history.
- ② A list of all change history is viewed, and each change history contains basic information and detailed information.

14.11.2 Change history inquiry

The following describes how to view the Change history.

This screenshot shows the same 'Change history list' interface as Figure 14.109, but it displays a list of changes made by a specific user. The table lists 10 entries, all made by 'sontrn9' and 'Tran Nhu Son'. The changes include various tasks like Enrollment, Correction, and Delete data, along with their corresponding dates and times. Each row includes a 'Change details' link.

Login ID	Name	Change type	Change task	Access IP	Change date and time
sontrn9	Tran Nhu Son	Enrollment	Change details	27.122.137.92	2025-07-28 00:44:29
sontrn9	Tran Nhu Son	Correction	Change details	27.122.137.92	2025-07-28 00:50:00
sontrn9	Tran Nhu Son	Correction	Change details	27.122.137.92	2025-07-28 12:39:04
sontrn9	Tran Nhu Son	Enrollment	Change details	27.122.137.92	2025-07-28 12:43:38
sontrn9	Tran Nhu Son	Enrollment	Change details	27.122.137.92	2025-07-28 12:43:39
sontrn9	Tran Nhu Son	Enrollment	Change details	27.122.137.92	2025-07-28 12:43:39
sontrn9	Tran Nhu Son	Delete data	Change details	27.122.137.92	2025-07-28 12:44:26
sontrn9	Tran Nhu Son	Enrollment	Change details	27.122.137.92	2025-07-28 12:58:25
sontrn9	Tran Nhu Son	Correction	Change details	27.122.137.92	2025-07-28 13:04:05
sontrn9	Tran Nhu Son	Delete data	Change details	27.122.137.92	2025-07-28 20:40:45

Figure 14-110. Change history list14104

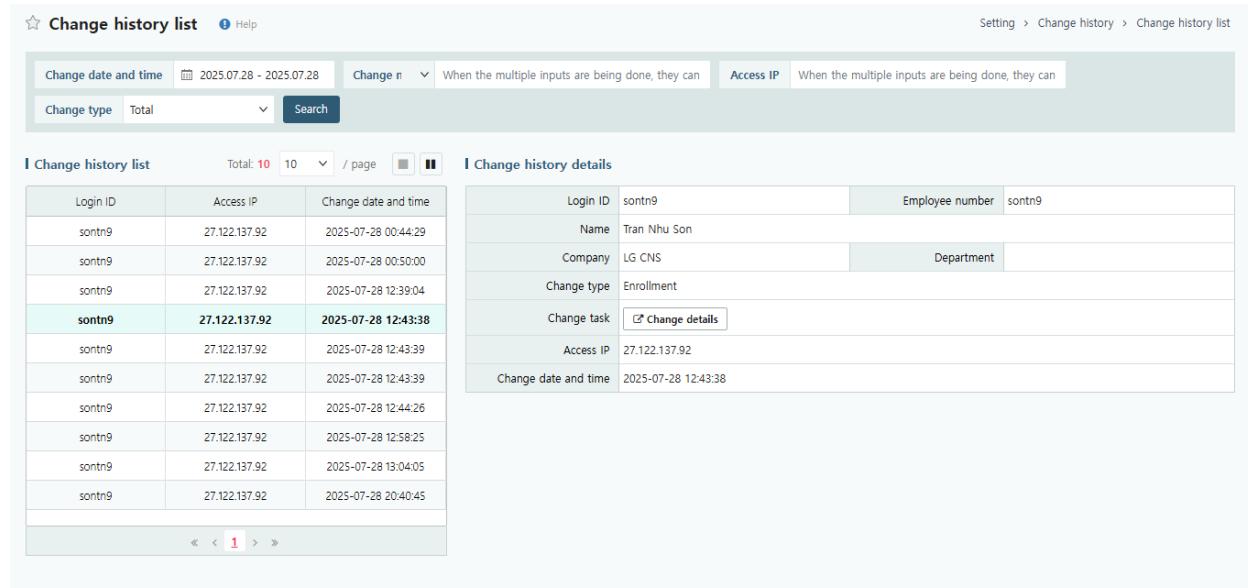
- ① When you enter the Settings > Change history menu, you will be moved to the Change history management screen.

Basic search criteria	Change date and time	- From Date/ To Enter Date
	Change name	- Select a single option: Change name/Employee number/Login ID and enter
	Access IP	- Multiple inputs, separated by ","
	Process type	- Select corresponding option

- ② When you finish entering your search criteria, click the button **Search**.
 ③ Change history that meet the conditions are searched in the Change history List

► Detailed Change history inquiry

- ① View by changing from the change history list to List + Detailed layout.
 ② If you click on the change history you want to view detailed information on the left list, the basic information and detailed information about the change history will be searched on the right.



The screenshot shows a software interface for managing change history. On the left, there is a table titled "Change history list" showing a list of changes. The columns include Login ID, Access IP, and Change date and time. One row is highlighted in blue, corresponding to the entry "sontn9 27.122.137.92 2025-07-28 12:43:38". On the right, there is a detailed view titled "Change history details" for this specific entry. This view includes fields for Login ID (sontn9), Name (Tran Nhu Son), Employee number (sontn9), Company (LG CNS), Department (Enrollment), Change task (with a "Change details" button), Access IP (27.122.137.92), and Change date and time (2025-07-28 12:43:38). The interface also includes navigation buttons for the list and a search bar at the top.

Figure 14-111. Detailed Change history

- ③ In the Change history detail section, click on item Change task with the icon **Change details** to see more detailed information14105.