

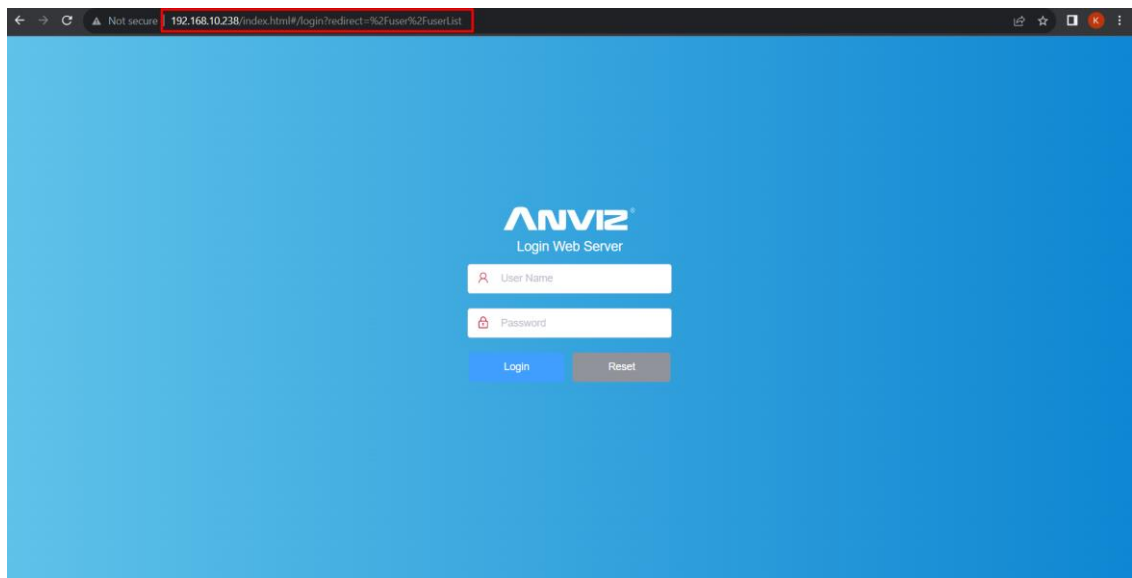
## How to setup biometric device

This instruction aims to set up the fundamental configuration of the device following the deletion of timelogs.

1. Access the device web view.

I. **Make sure the device is connected to bio server:**

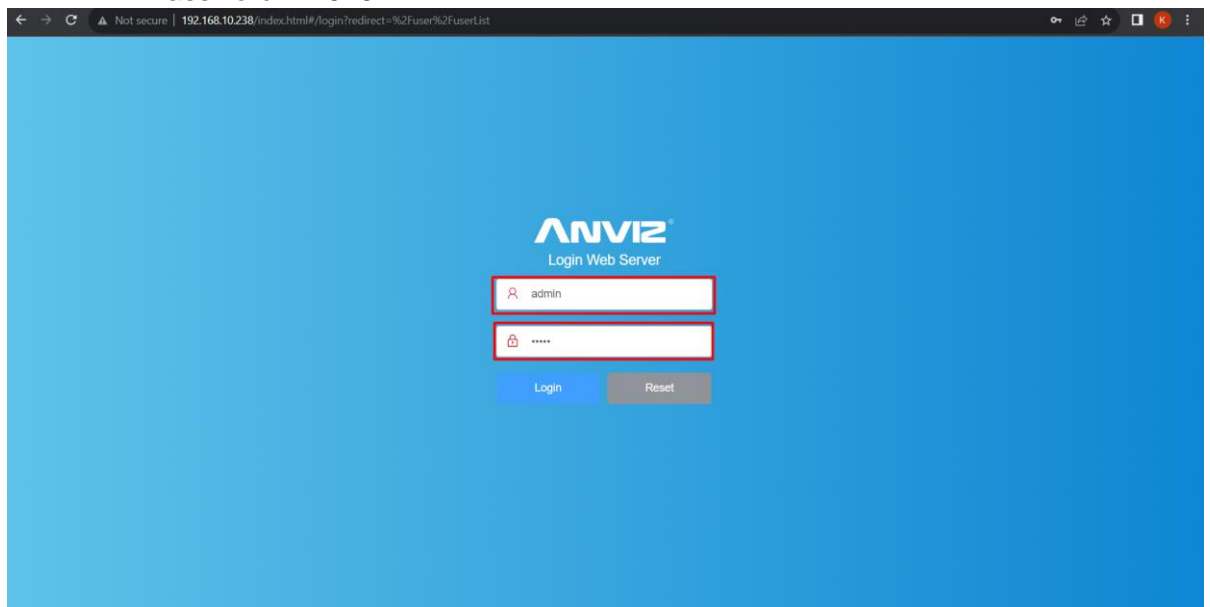
Input the IP address of the biometric device to google browser.



Use the default User name and Password to login.

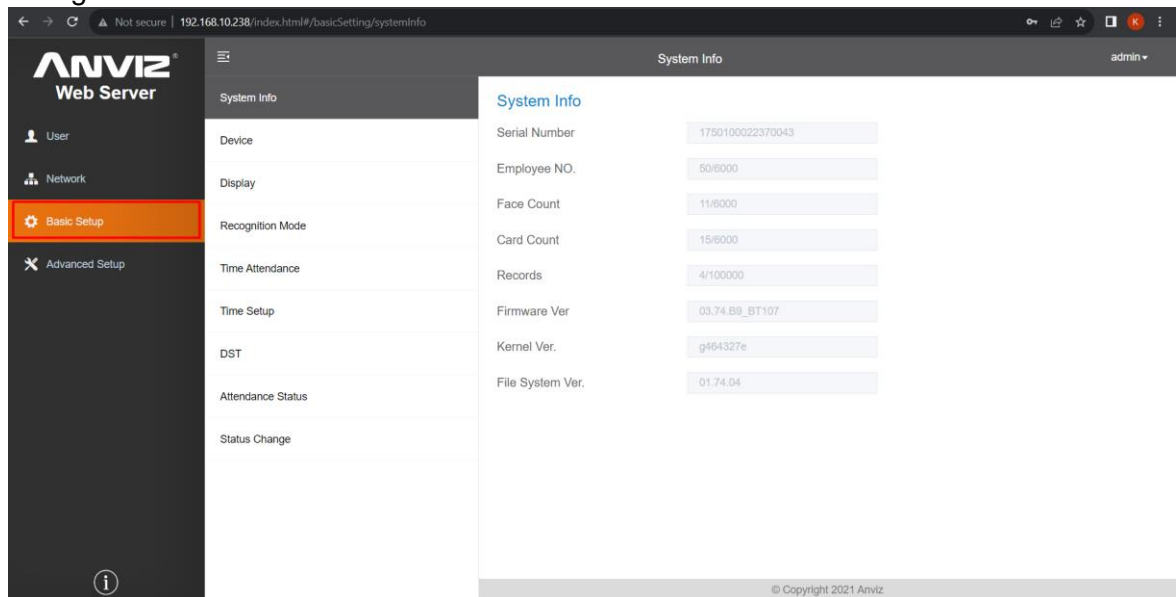
User: **admin**

Password: **12345**



Click Login to proceed to the Main dashboard.

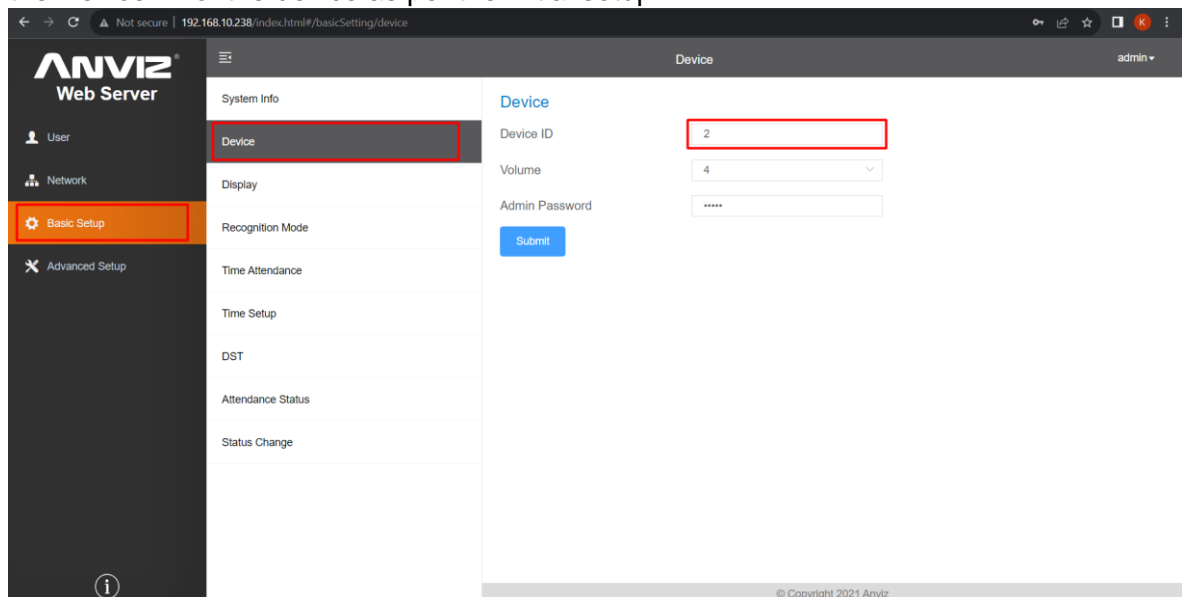
2. Navigate to the left side of the navigation bar and click on '**Basic Setup**' to access all the fundamental configurations on the device.



The screenshot shows the Anviz Web Server interface. On the left, a dark sidebar contains navigation options: 'User', 'Network', 'Basic Setup' (highlighted with an orange bar), and 'Advanced Setup'. The main area is titled 'System Info' and displays various system parameters in a table-like format:

System Info	Value
Serial Number	1750100022370043
Employee NO.	50/6000
Face Count	11/6000
Card Count	15/6000
Records	4/100000
Firmware Ver.	03.74.B9_BT107
Kernel Ver.	g464327e
File System Ver.	01.74.04

In the '**Basic Setup**' section, select '**Device**' to access the Device Configuration. Ensure to enter the Device ID of the device as per the initial setup



The screenshot shows the Anviz Web Server interface with the 'Device' configuration page selected. The left sidebar remains the same. The main area is titled 'Device' and contains the following fields:

- Device ID:** A text input field containing the value '2', which is highlighted with a red rectangle.
- Volume:** A dropdown menu currently showing '4'.
- Admin Password:** A password input field with masked characters (dots).
- Submit:** A blue button to save the configuration.

Press the Submit button to save the inputted device information.

3. Within the '**Basic Setup**' section, choose '**Attendance Status**' to access the Attendance Status Configuration. Be certain to input all the statuses you wish to display on the device. Additionally, ensure that '**Break Out**' corresponds to '**Status 1**' and '**Break In**' corresponds to '**Status 2**'

The screenshot shows the 'Attendance Status' configuration page in the Anviz Web Server. The left sidebar has 'Basic Setup' selected, and 'Attendance Status' is highlighted in the sub-menu. The main area shows fields for IN, OUT, status1 (Break Out), status2 (Break In), status3, status4, status5, and status6. A 'Save' button is at the bottom.

Press the 'Save' button to save the inputted device information

4. In the '**Basic Setup**' section, choose '**Status Change**' to enter the Status Change Configuration. This feature will automatically adjust the device's status based on the timeframe you set for it

The screenshot shows the 'Status Change' configuration page in the Anviz Web Server. The left sidebar has 'Basic Setup' selected, and 'Status Change' is highlighted in the sub-menu. The main area shows a table with Status Change Number (1-7), Sunday Start Time, and In/Out time fields.

To Configure, Select first the Status Change Number, then select the day you want to configure first.

Status Change Number	Start Time	Status
1	Sunday Start Time	
2	Monday Start Time	00:00
3	Tuesday Start Time	00:00
4	Wednesday Start Time	00:00
5	Thursday Start Time	00:00
6	Friday Start Time	00:00
7	Saturday Start Time	00:00

In the initial row, input your preferred timeframe and select the status you want to be displayed for that specific duration, extending it to cover the entire day by filling out the desired time frame.

Status Change Number	Start Time	End Time	Status	
1	Monday Start Time	08:00	12:00	In
2		12:01	12:40	Break Out
3		12:45	14:00	Break In
4		16:00	20:00	Out
5		00:00	00:00	In
6		00:00	00:00	In
7		00:00	00:00	

Once you have filled out the desired timeframe for the entire day, simply click the "Finished" button to save the configured Status Change for the specified da

Day	Time	Status
1		In
2	12:01 - 12:40	Break Out
3	12:45 - 14:00	Break In
4	16:00 - 20:00	Out
5	00:00 - 00:00	In
6	00:00 - 00:00	In
7	00:00 - 00:00	In

**Finish**

To set up the Status Change for the entire week, repeat the process described in Item [4]. Input the desired timeframes and select the corresponding statuses you want to be displayed for each specific duration throughout the week. Once you have configured the Status Change settings for the entire week, click the "Finished" button to save the changes.