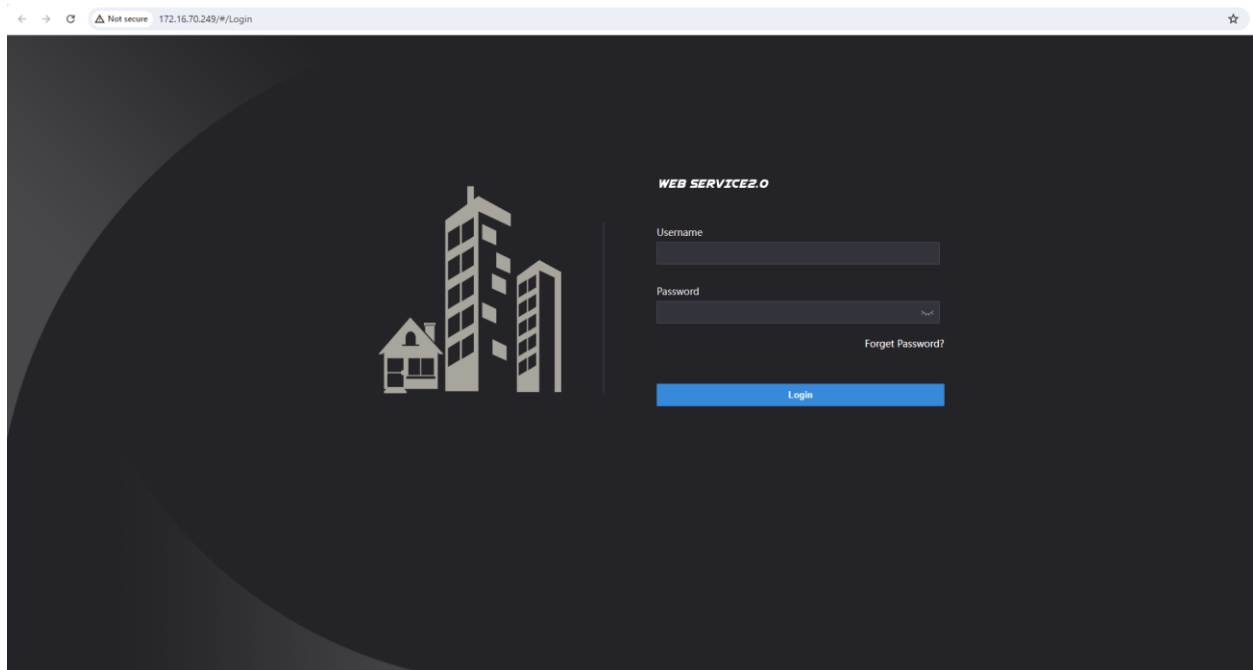


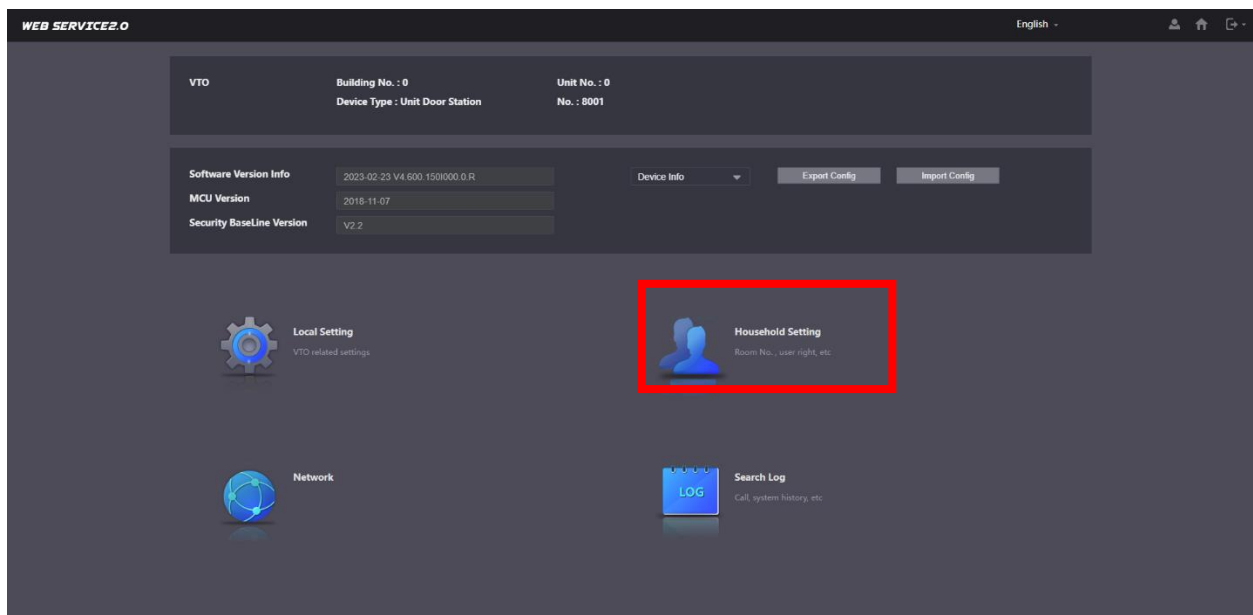
## Technical Quick Guides

### How to register a Card/Tag on the VTO

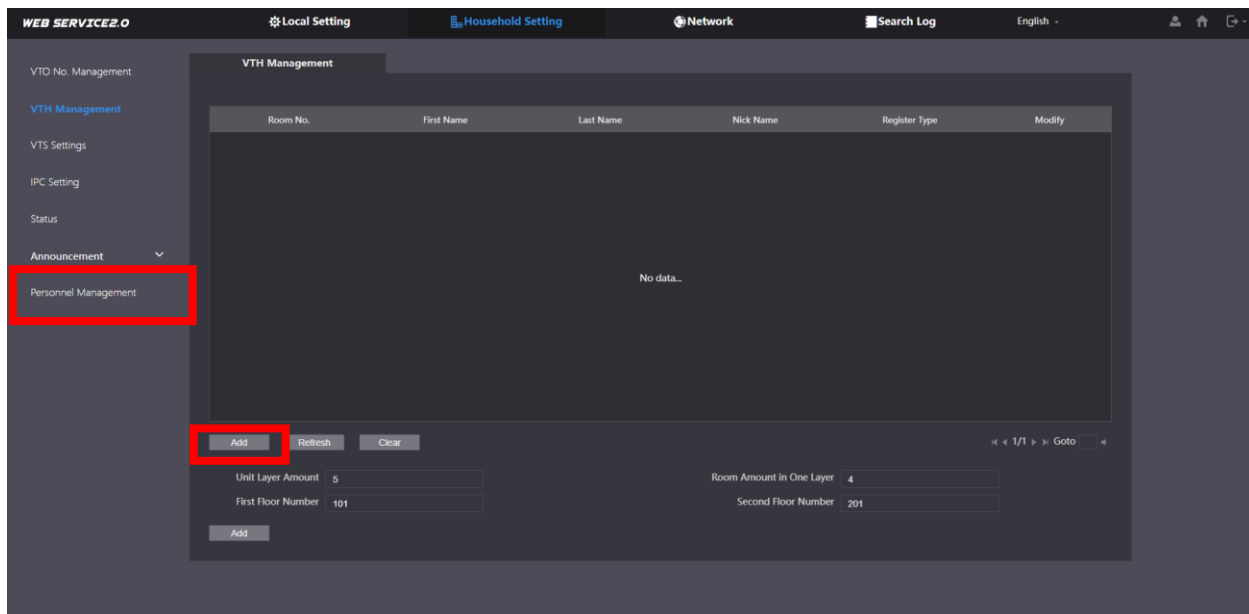
Login to the VTO web interface



Click the Household Setting tab

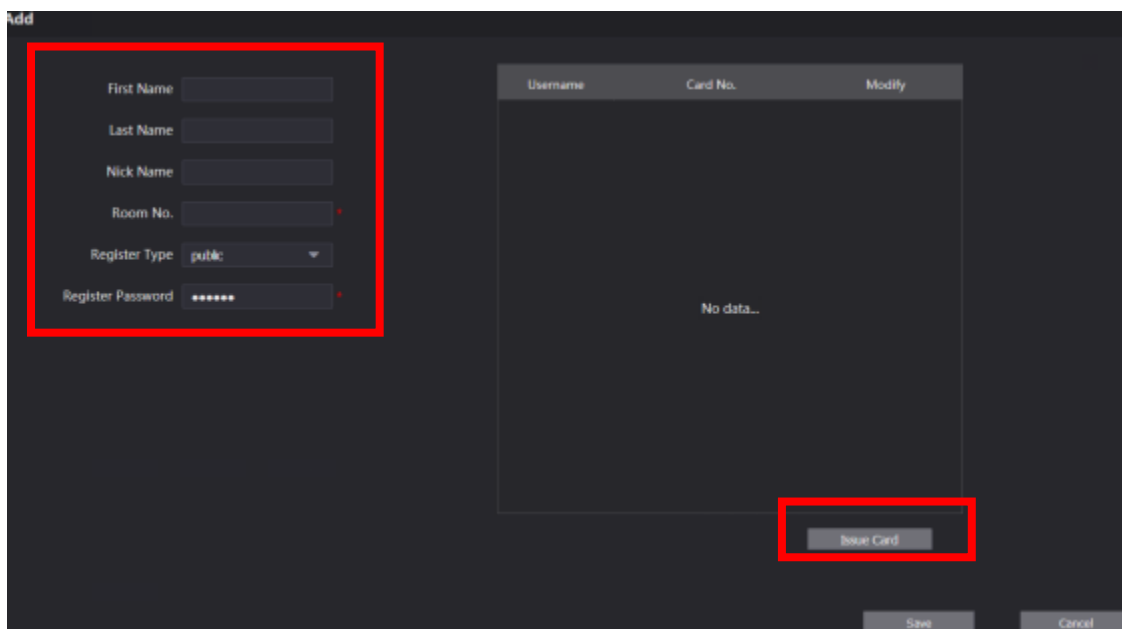


Click the Personnel Management Tab then click Add button



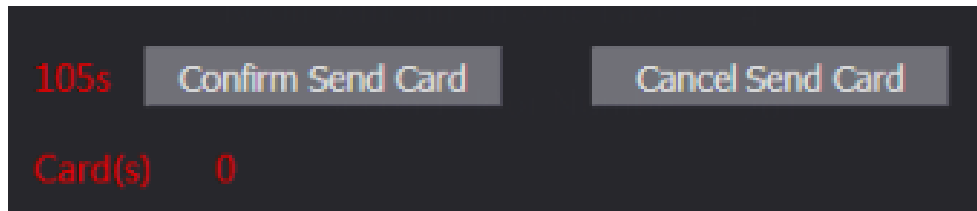
The screenshot shows the WEB SERVICE 2.0 interface. In the left sidebar, the 'Personnel Management' tab is highlighted with a red box. The main content area displays the 'VTH Management' section with a table header: Room No., First Name, Last Name, Nick Name, Register Type, and Modify. The table is currently empty, showing 'No data...'. Below the table, the 'Add' button is highlighted with a red box. Other buttons like 'Refresh' and 'Clear' are also visible. At the bottom, there are input fields for 'Unit Layer Amount' (5), 'First Floor Number' (101), 'Room Amount in One Layer' (4), and 'Second Floor Number' (201), along with an 'Add' button.

Input the name and other details of the personnel then click Issue card button

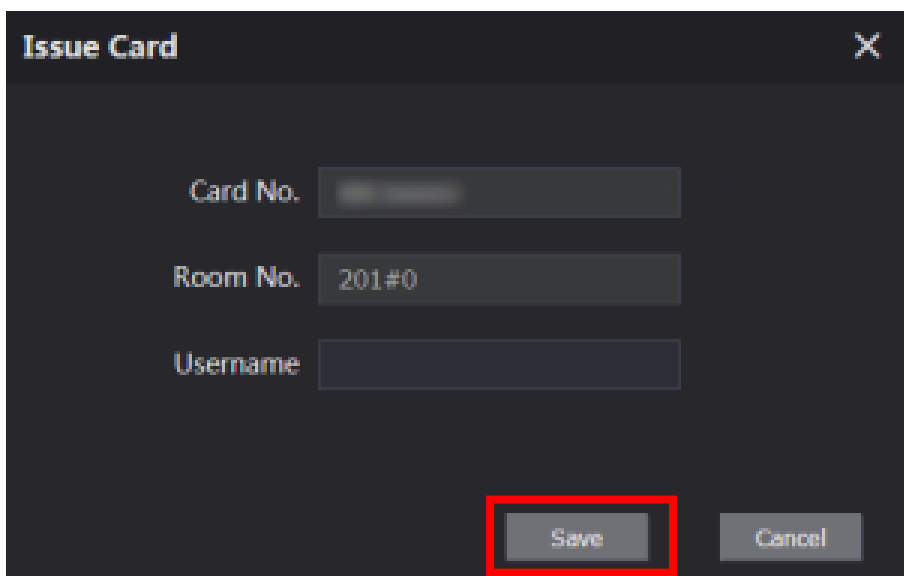


The screenshot shows the 'Add' form in the WEB SERVICE 2.0 interface. The form is divided into two main sections. The left section contains input fields for 'First Name', 'Last Name', 'Nick Name', 'Room No.', 'Register Type' (set to 'public'), and 'Register Password' (masked with asterisks). These fields are grouped together and highlighted with a red box. The right section displays a table header: Username, Card No., and Modify. The table is currently empty, showing 'No data...'. Below the table, the 'Issue Card' button is highlighted with a red box. At the bottom right, there are 'Save' and 'Cancel' buttons.

Once the Issue card is clicked (The countdown notice is displayed)



Swipe the card you want to register on the VTO, and then the Issue Card dialogue box is displayed. Then click Save button



Issue Card

Card No.

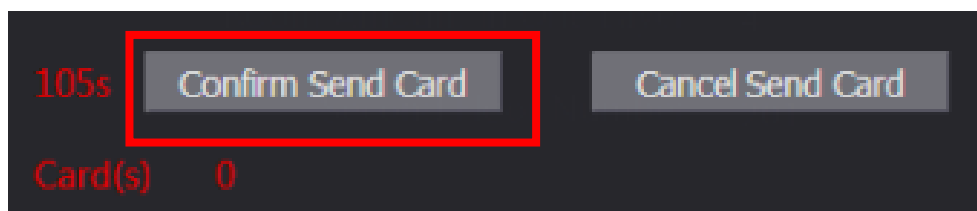
Room No.

Username

Save

Cancel

After clicking save button, click confirm send card to register the card



you can now see the card number registered on the personnel you add and test the system if the card is already registered on the VTO.