

# Quick Start-Up Guide

Product: Entrypass Platform1 Server Standard Edition

Ver: 1.0

## Important Information

### Software Compatibility

- P1 Server: v3.14C.17.03 and above

This manual is intended to be a reference for users in setting up Entrypass Platform1 Server Standard Edition using built-in default settings with minimal hardware set-up. Before using this manual, please note that the following software / hardware should be installed:

- Complete Installation of Entrypass Platform1 Client into the client computer (if applicable)
- Related hardware had been installed and connected to the system (refer to respective model for installation guidelines)

All notes that had been marked with [Number\*], please refer to **Further Information and Explanation (Last Section)** for additional details.

## Part 1: Installation of Entrypass Platform1 Server Standard Edition

### Section 1: Installation of Firebird Database Engine



**STEP 1:** Insert CD Media into a CD ROM and Platform1 Server Standard / Professional Edition Installation will appear.

**STEP 2:** Click 'Install Firebird Database Engine'.

**STEP 3:** A pop-up will appear mentioning:

'If you are installing on Windows Vista, please uncheck 'Control Panel Applet' option during the installation process'.

Click 'OK' to continue.

**STEP 4:** Select the language option. Once chosen, click 'OK' to continue.

**STEP 5:** A welcome screen will appear mentioning:

'Welcome to the Firebird Setup Wizard'.

Click 'Next >' to continue.

**STEP 6:** A 'License Agreement' card will appear. Tick 'I accept the agreement' and click 'Next >' to continue.

**STEP 7:** An 'Information' card will appear. Click 'Next >' to continue when all information had been read.

**STEP 8:** A 'Select Destination Location' card will appear. Select the destination to install database. Once the destination is chosen, click 'Next >' to continue.

**STEP 9:** A 'Select Components' card will appear. Click 'Next >' to continue.

**STEP 10:** A 'Select Start Menu Folder' will appear. Click 'Next' to continue if there are no requirement to change the destination of the program shortcuts.

**STEP 11:** A 'Select Additional Tasks' card will appear. If there are no further addition to or changes required to this section, Click 'Next >' to continue.

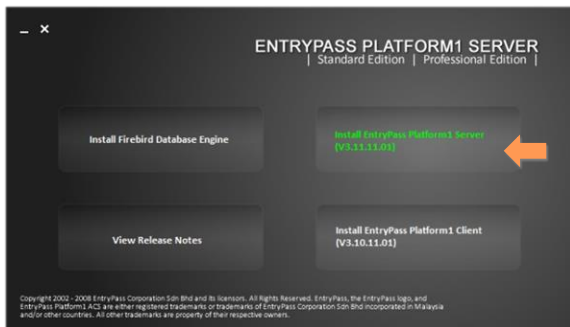
**STEP 12:** A 'Ready to Install' card will appear. Click 'Install' to continue.

**STEP 13:** An 'Information' card will appear. Click 'Next >' to continue.

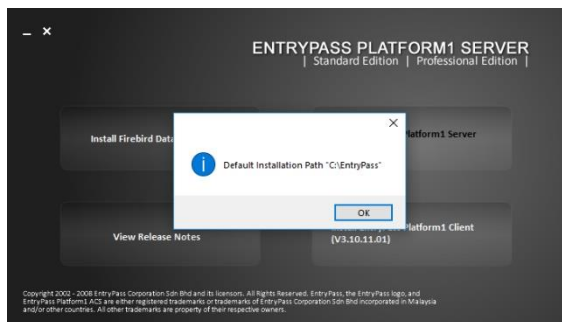
**STEP 14:** Once the installation process is completed, tick 'Start Firebird Service now?' and if required, tick 'After Installation – What's Next?' to obtain more information on the database installation. Click 'Finish' to complete the installation.



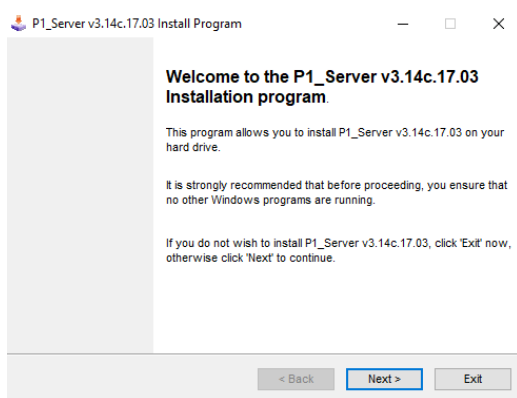
## Section 2: Installation and Log In of EntryPass Platform1 Server Standard Edition



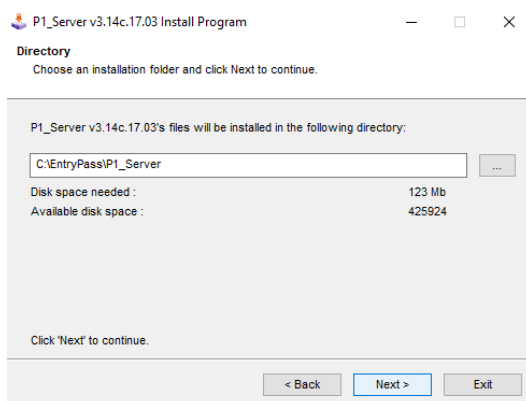
**STEP 1:** Click 'Install EntryPass Platform 1 Server (vx.xx.xx.xx)'.



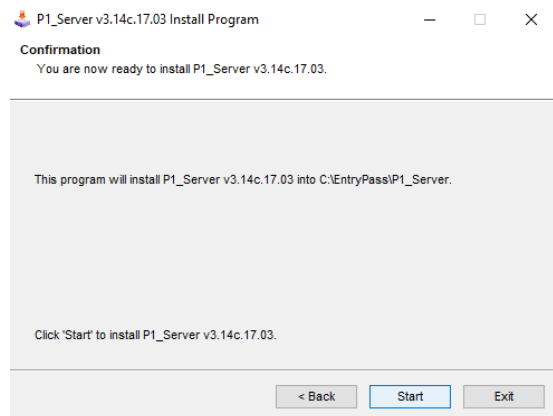
**STEP 2:** A pop-up will appear mentioning the default installation destination. Click 'Next >' to continue.



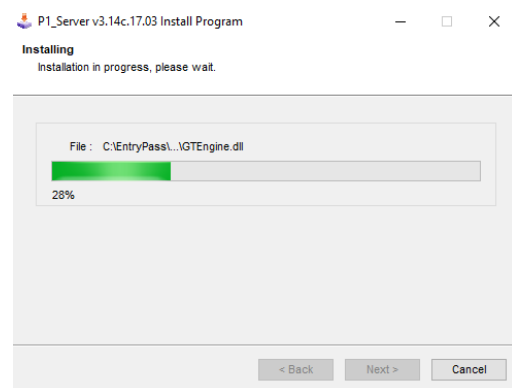
**STEP 3:** A welcome screen will appear. Click 'OK' to continue.



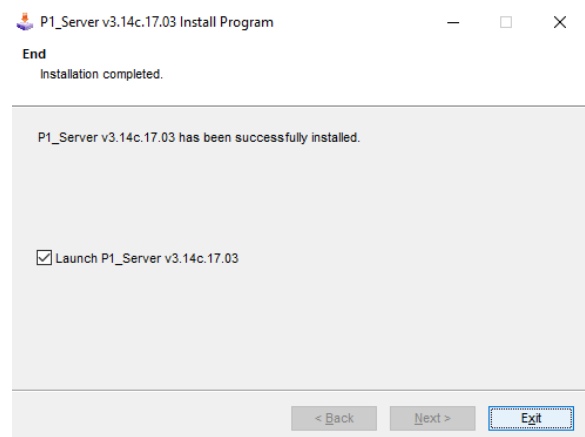
**STEP 4:** Choose an installation destination or folder and click 'Next >' to continue.



**STEP 5:** A 'Confirmation' card will appear. Click 'Start' to begin the installation process.



**STEP 6:** The installation process will commence.



**STEP 7:** Click 'Exit' once installation is complete.



**STEP 8:** Double-click on the icon to launch 'Entrypass Platform1 Server Standard' Edition.



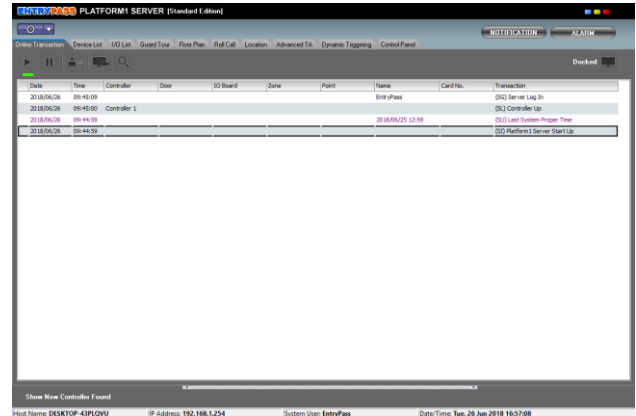
**STEP 9:** Upon launching, System Administrator will be greeted with a Pop-Up on creation of database files for Entrypass Platform1 Server Standard. Leave the options unchanged and click 'OK'.



**STEP 10:** To proceed further, System Administrator are required to login into the system.

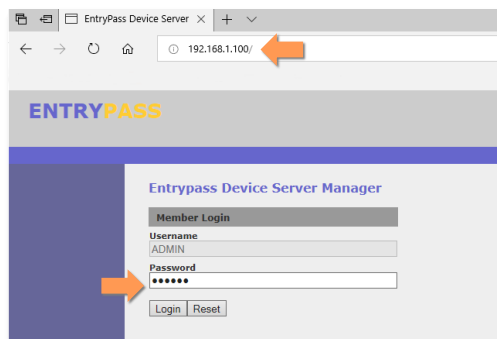
- To login into the system, proceed to 'upper left-hand corner of the screen' and click on the 'dropdown arrow'

arrow' 



Once System Administrators is logged into the system, they will be presented with the Online Transaction Tab. The System Administrator can proceed to the next step in configuring the Control Panel for Platform1 Server Standard Edition.

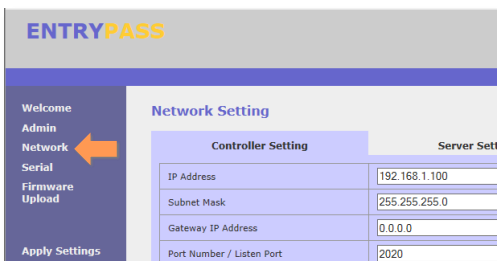
### Section 3: Checking Control Panel Network Address



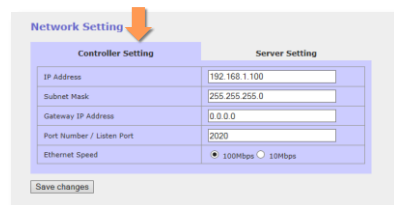
**STEP 1:** Open any 'Internet Browser'.

**STEP 2:** Go to Search / Address Bar type: '192.168.1.100/'.

**STEP 3:** Go to Password and type: '123456' (Default Password).

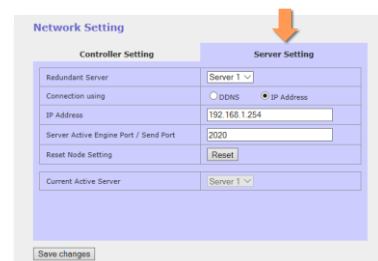


**STEP 4:** Click 'Network'.



**STEP 5:** Please ensure the 'Controller Setting' is as below:

IP Address:	192.168.1.100
Subnet Mask:	255.255.255.0
Gateway IP Address:	0.0.0.0
Port Number / Listen Port:	2020
Ethernet Speed:	100Mbps

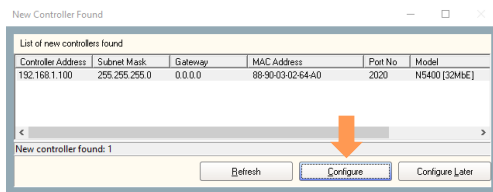


**STEP 6:** Please ensure the 'Server Setting' is as below:

Redundant Server	Server 1
Connection Using	IP Address
IP Address	192.168.1.254
Server Active Engine Port / Send Port	2020

## Section 4: Setting up Control Panel

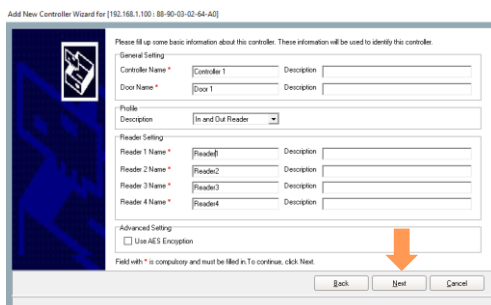
Once System Administrators logged into the system, as per Step 1, Section 2, they can further proceed to configure the Control Panel in Platform1 Server Standard Edition.



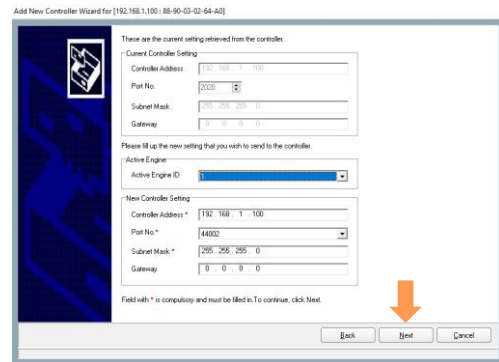
**STEP 1:** Once login is completed, a pop-up wizard will appear highlighting 'New Controller Found'. Click 'Configure'.



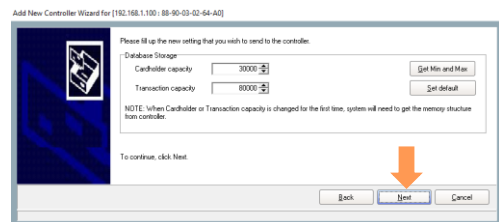
**STEP 2:** Tick 'Add a new controller' and click 'Next'.



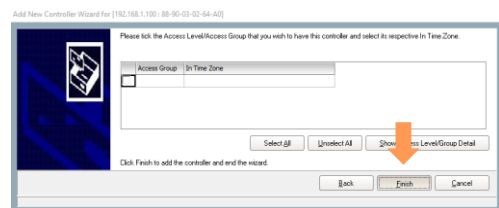
**STEP 3:** Fill in necessary information marked by asterisk \*. After filling up the information click 'Next' [24].



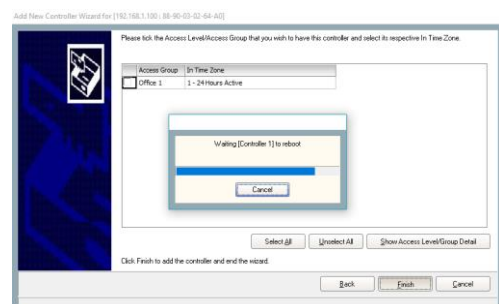
**STEP 4:** Ensure that network values are correct. Click 'Next' to continue.



**STEP 5:** Click 'Next' to continue.



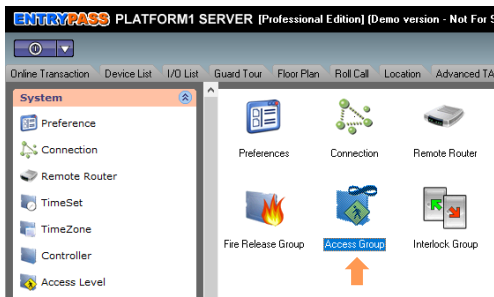
**STEP 6:** Click 'Finish'.



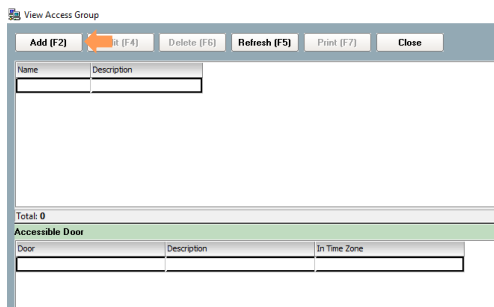
**STEP 7:** After clicking the finish button, the Control Panel (Hardware) will reboot itself to receive the new settings and will automatically resume operation.

## Part 2: Set up Access Group [3\*]

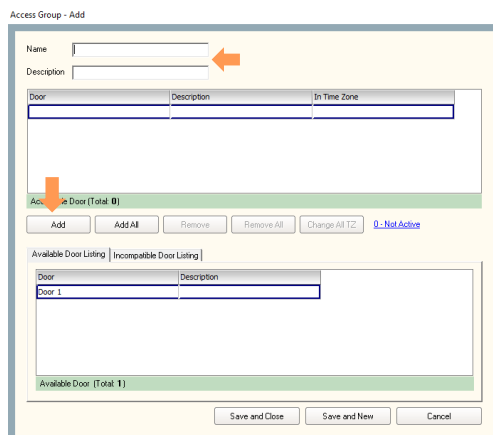
Follow the steps below to create Access Group.



**STEP 1:** Navigate to **Control Panel Tab** and click '**Access Group**'.

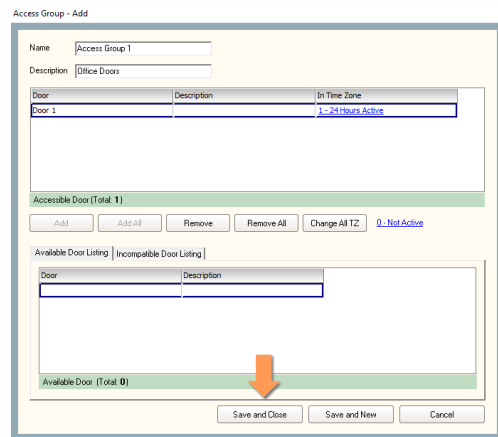


**STEP 2:** Click '**Add (F2)**'.

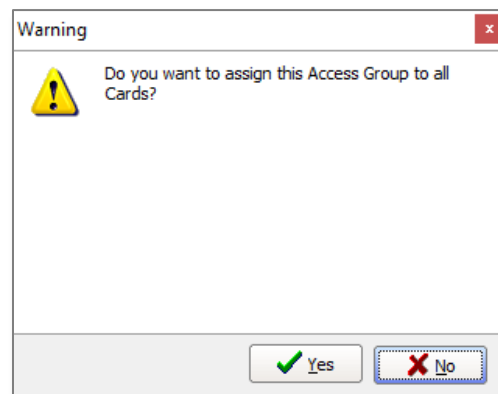


**STEP 3:** Proceed to fill in the name and description of the Access Group.

**STEP 4:** Click '**Add**' to include the selected door to be a member control panel within this Access Group [4\*].



**STEP 5:** Proceed to click '**Save and Close**'.

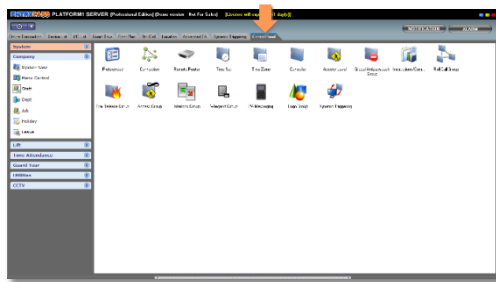


**STEP 6:** A warning prompt will appear to highlight whether to assign the newly created Access Group to all cardholders.

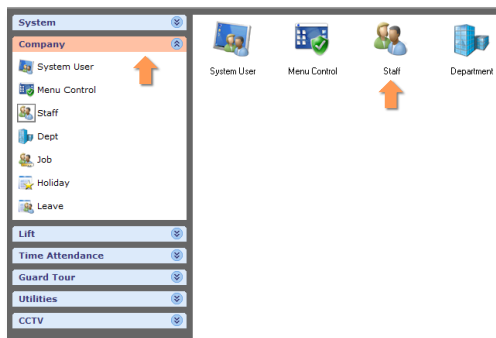
- (YES): the newly created access group will be assigned to all existing cardholders.
- (NO): The newly created Access Group will not be assigned to all existing cardholders. Instead system administrator would have to add these groups to the relevant cardholders manually.

## Part 3: Set up Users

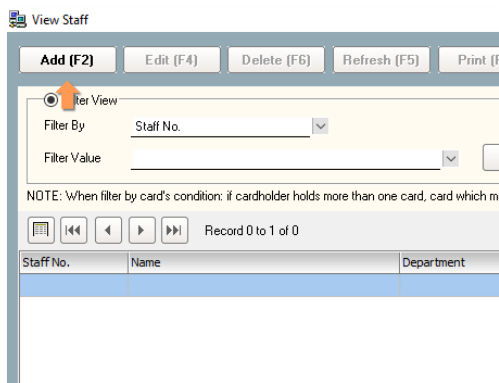
Follow the steps below to perform set up on User



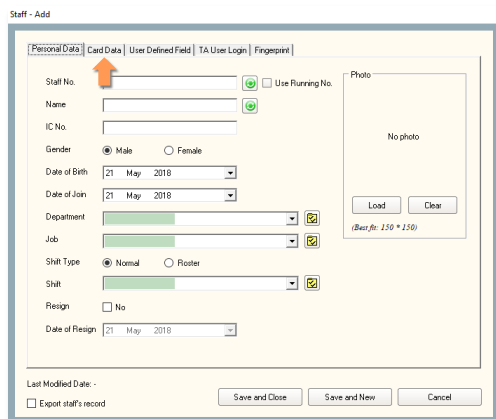
1. To set-up a User, proceed to 'Control Panel Tab'.



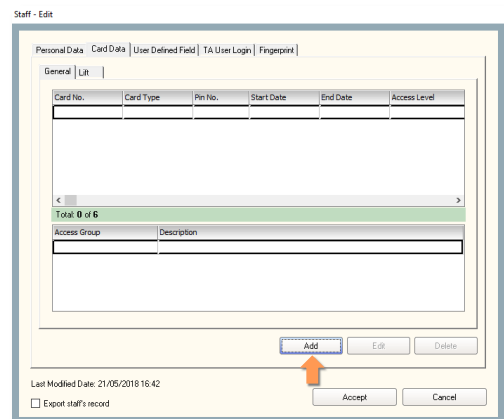
2. Click on the 'Company' menu & click on the 'Staff' icon.



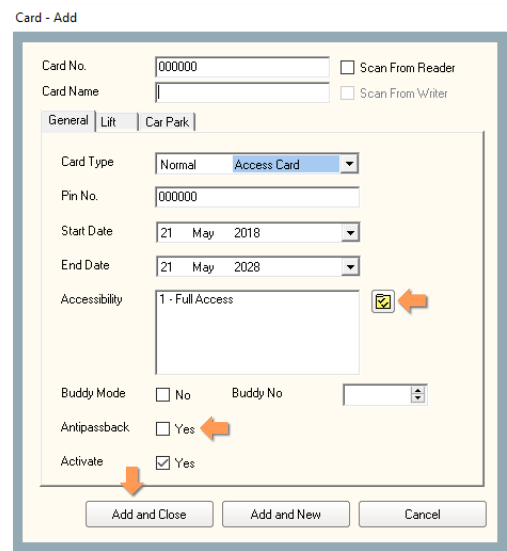
3. You will arrive at View Staff Screen. Click 'Add (F2)' to add an employee into the database.



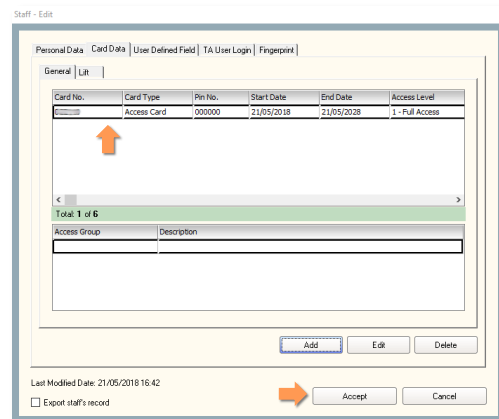
4. Fill up the necessary details to create staff information. On the tab column, click 'Card Data'.



5. Click 'Add' to assign a card to the card holder.



6. Fill in the card number provided by the vendor.
7. Choose card type as 'Normal (Access Card)'.
8. Click the 'Icon' (beside 'Accessibility') if the system administrator would like to add 'Access Groups' manually.
9. Untick 'Antipassback'.
10. Press 'Add and Close'.



11. Access card details will appear on the list of card numbers.
12. Press 'Accept'.

## Complete

System Administrators will be able to start using the Access Control function using the steps highlighted above while the Access Cards should be distributed to the relevant person. If there are any further technical enquiries, please contact:

Phone: + 60 (3) - 8068 1929  
 email: support@entrypass.net

## Further Information and Explanation

This section contains additional information and further explanation to support the notes above.

[1\*] It is important to note that default login will have full access to all features within Entrypass Platform1 Server Standard.

[\(back to page\)](#)

[2\*] Below would be a guide on how to fill up the compulsory fields with information:

Controller Name: Either by a code, floor or area in a building.

Door Name: Either by a code, floor, section, department or area.

Profile: Choices of profile appearing on this pull-down list will depend on the type of hardware which is connected to the Platform1 Server. Generally, the system will choose the profile according to the Control Panel model which had been connected to the server without the need to manually select them.

Reader: Reader can be named to follow doors. The binding of readers to doors will follow sequence as below:

[\(back to page\)](#)

Reader No	Door No
1 (IN/OUT)	1
2 (IN/OUT)	1
3 (IN/OUT)	2
4 (IN/OUT)	2

[3\*] Access Group can be defined as a 'group of doors' that cardholders with the correct credential can have access to.

[\(back to page\)](#)

Example:

Access Group	Door No
1	1
	2
2	3
	4

If employee A possess credential to Access Group 1, employee A will only be allowed to enter / exit through door 1 & 2. Employee A cannot access door 3 & 4 without the necessary credential which is Access Group 2.

[4\*] Available door listing will appear which had been identified by the system to be compatible and can be assigned to any access group. [\(back to page\)](#)