Quick Reference Guide

ASSA ABLOY Encoder 4010

ASSA ABLOY
Global Solutions

The global leader in
door opening solutions

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FCC and ISED (IC) statements

FCC statements

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:
   (1) this device may not cause harmful interference, and
   (2) this device must accept any interference received, including interference that may cause undesired operation.

Exposure statement:
These portable devices with their respective antenna comply with FCC RF exposure limits for general population / uncontrolled exposure. For each device, the antenna used must must not be co-located or operating in conjunction with any other antenna or transmitter. For each device, use only the supplied antenna.

This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment.

These transmitters must not be co-located or operating in conjunction with any other antennas or transmitters.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

Note: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference; in which case, correction of the interference is at the user's expense.

Important: **Changes or modifications to an intentional or unintentional radiator not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.**

The end product must be labeled to say 'FCC ID: Y7V-ENC4010C1'.

ISED (IC) statements

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions:
    (1) this device may not cause interference, and
    (2) this device must accept any interference, including interference
        that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes:
    (1) l'appareil ne doit pas produire de brouillage, et
    (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi,
        même si le brouillage est susceptible d'en compromettre le fonctionnement.

Exposure statement:

These portable devices with their respective antenna comply with FCC RF exposure limits for general population / uncontrolled exposure. For each device, the antenna used must must not be co-located or operating in conjunction with any other antenna or transmitter. For each device, use only the supplied antenna.

The end product is labeled 'IC:9514A-ENC4010C1'.

The term "IC" before the equipment certification number only signifies that the Industry Canada technical specifications were met.

Le terme "IC" devant le numéro de certification signifie seulement que les specifications techniques Industrie Canada ont été respectées.

1. Introduction

ASSA ABLOY Encoder 4010 (in the rest of this document simply called 'encoder') is used for encoding of RFID tags (cards, keyfobs, wristbands etc) to Vostio.

Figure 1

1.1 Parts
The following parts are enclosed at delivery of the encoder:
- Adapter AC/DC 5V 1,2 A
- Ethernet cable, Cat 5E, 2m
- USB cable (type C to type C)
- USB cable (type C to type micro B)

Note: The output current of the AC/DC adapter shall not be higher than 3 A.

Note: The USB cables are only for communication, not for powering the encoder.

1.2 Prerequisites
- Internet connectivity
  - Cloud access through HTTPS (TCP 443)
  - Time server through NTP (UDP 123)
- Android device with Vostio Service Tool installed (available here at Google Play)
  - The device must support USB On-the-GO (USB OTG) [*]
  - It is recommended that the device does not have *Visionline Mobile Service Tool* installed

[*] If the prerequisites for USB On-the-GO (and also for current minimum Android version) are not fulfilled, the app will not be shown at Google Play.

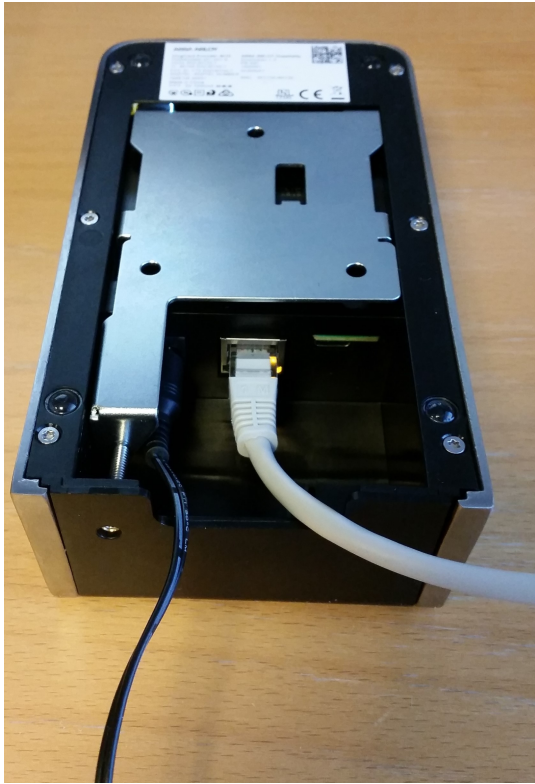# 2. Encoder setup

1. Log in to Vostio Service Tool.

Figure 2

2. Connect the cables to the encoder as shown in Figure 2 (power cable and Ethernet cable). Note that the power cable is not needed if the encoder is connected via *Power over Ethernet* (PoE). If PoE is used, the PoE supply can maximum be PoE802.3at. <u>***Important:***</u> **Make sure not to disconnect the encoder from power at any point during the setup procedure.**

Figure 3

3. Once the encoder is connected, the display will show 'ASSA ABLOY' and there will be a sound prompt.

Figure 4

4. Wait for the encoder to go online.

Figure 5

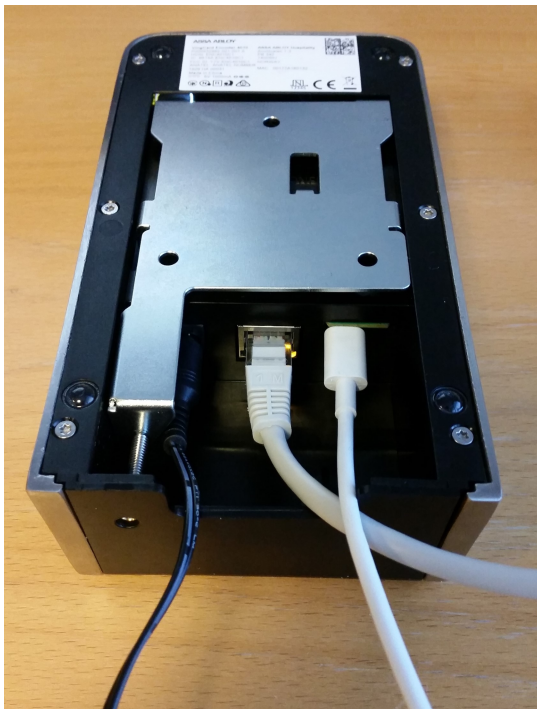5. When the encoder is online, its IP address will be shown on the display.

Figure 6

6. Connect the USB cable from the encoder to the Android device with Vostio Service Tool; see Figures 6-7.
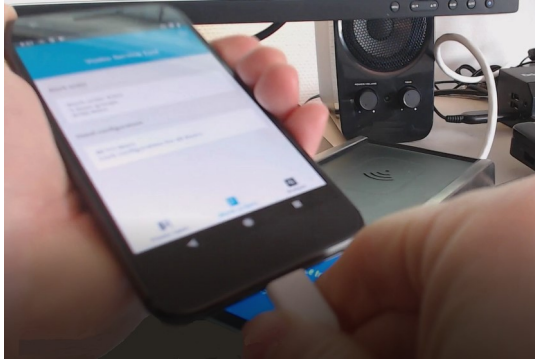
Figure 7

Important: **Make sure not to disconnect the encoder from the Android device at any point during the setup procedure.**
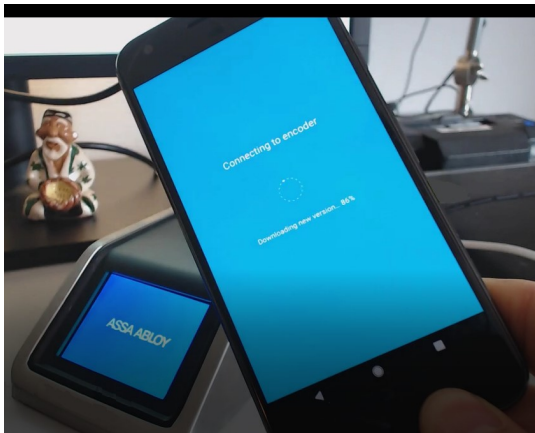

Figure 8

7. Vostio Service Tool will say 'Connecting to encoder' and then automatically start to download the latest available apps for different parts of the encoder functionality.

Note: If the encoder has already been set up for this system, or if it is since previously set up for another system, there will be a message about this; see section 2.1.
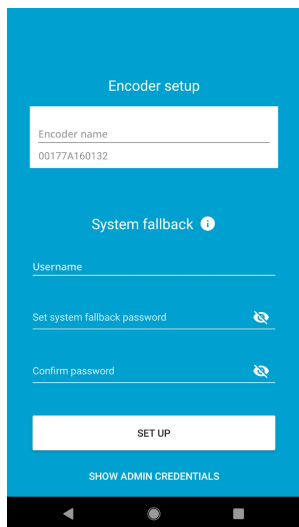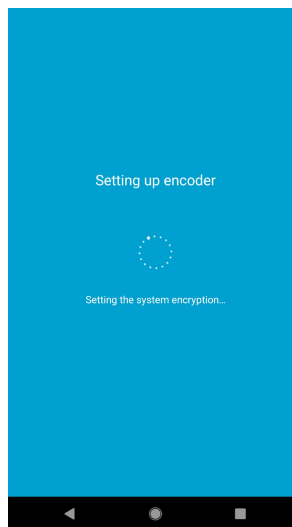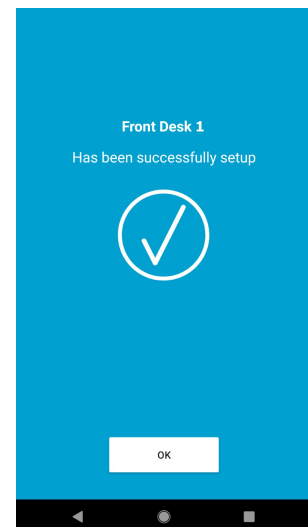

Figure 9

Figure 10

Figure 11

8. *Figure 9:* When the encoder has been updated with the latest apps, Vostio Service Tool will show a screen as in Figure 9. Enter the desired **Encoder name**; this is the name which will be shown on the encoder display as well as in the drop-down-list for encoders in the upper right corner of Vostio Web Portal.
9. Enter username and password for fallback mode (i.e. for using Vostio if internet goes down; see details about fallback mode in *Quick reference guide Vostio*); and confirm the password.
10. Click **Set up**; the setup process will start.
11. *Figure 10:* Setup is in progress; please wait.
12. *Figure 11:* When the setup process is finished, a screen as in Figure 11 will be shown; click **OK**.
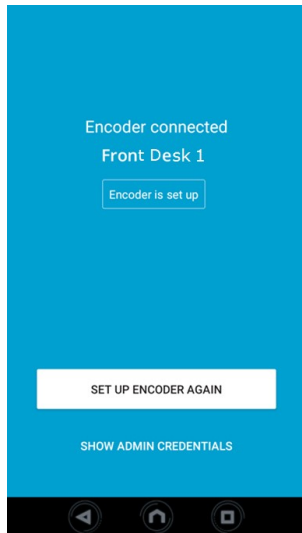
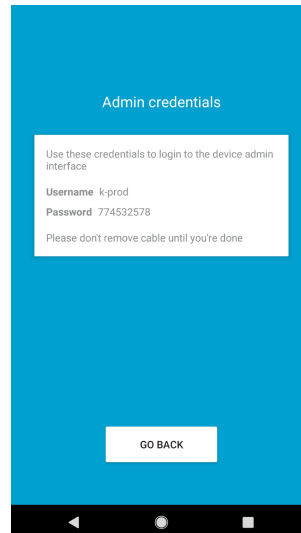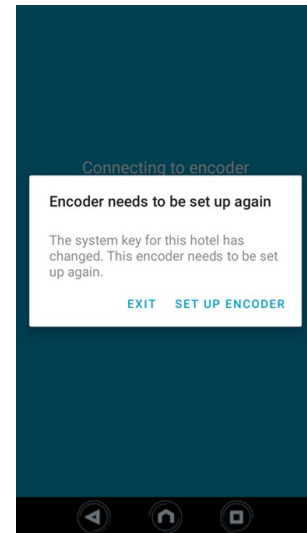## 2.1 Setting up the encoder again

Figure 12

Figure 13

Figure 14

1. If a screen as in Figure 12 is shown instead of Figure 9, the encoder is already set up to the system and has been given the name 'Front Desk 1'.
    - If **Set up encoder again** is clicked, encoder name and fallback credentials can be changed. The procedure is then the same as in steps 8-12 of the *Encoder setup* section.
    - If **Show admin credentials** is clicked, a one time password for the encoder web interface will be shown (see example in Figure 13). See chapter 5 for details about the web interface.
2. If a screen as in Figure 14 is shown instead of Figure 9, the encoder already belongs to another system. To set up the encoder so it gets the same system key as the Android device, click **Set up encoder** on the screen shown in Figure 14. The screen shown in Figure 9 will be shown; follow the procedure described in steps 8-12 of the *Encoder setup* section.

3. Mounting and dimensions

The encoder can either be placed on a table etc or be mounted on a wall; see dimensions below.

Note: If mounted on a wall, the encoder should not be more than 2 m (78 47/64)'' above the floor.

If the encoder should be mounted on the wall:

1. Loosen the screw which holds the gray bracket (see bracket in Figure 2) at the back of the encoder.
2. Remove the bracket from the encoder and fasten the bracket to the wall (no screws are enclosed in the encoder kit).
3. Mount the encoder at the bracket again.
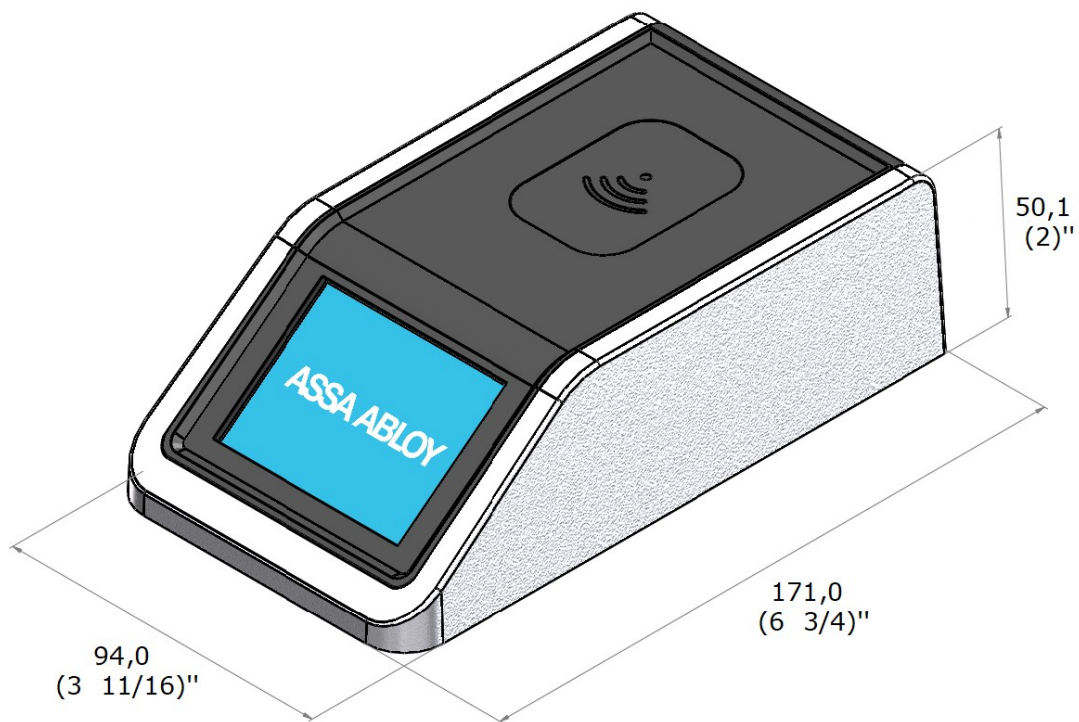
3.1 Dimensions in mm (inches)

50,1
(2)''

171,0
(6 3/4)''

94,0
(3 11/16)''

Figure 15

4. Encoding of RFID tags

1. Choose the applicable encoder in the drop-down-list up to the right in Vostio Web Portal.
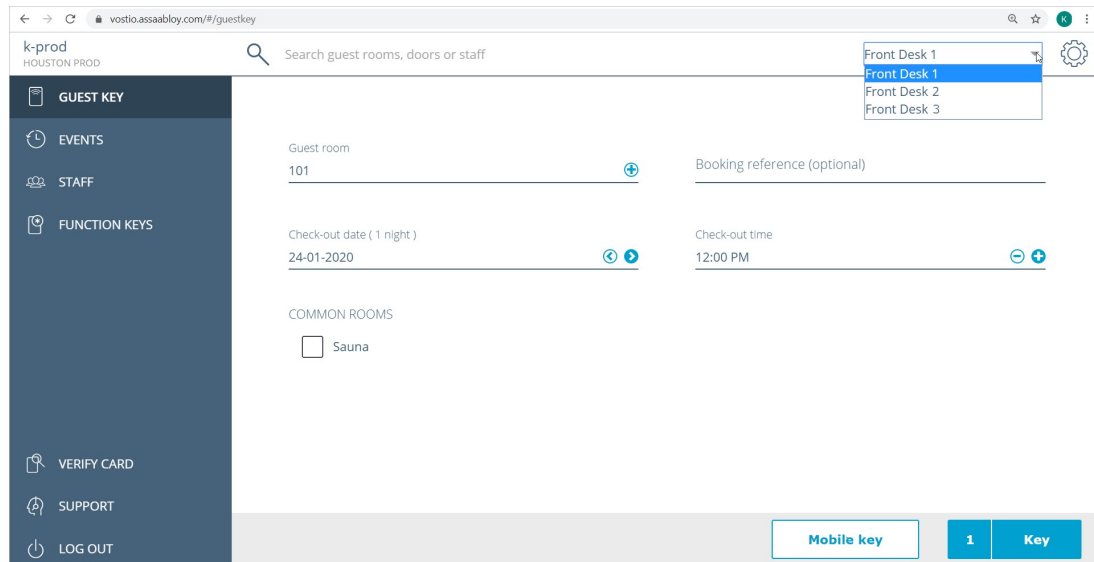

Figure 16

2. At **Guest room**, enter the applicable room number.
3. If needed, modify the default **check-out date** and/or **check-out time**.
4. **Common rooms** are by default not included. If applicable for the guest key which is to be issued, mark the checkbox for one or more common rooms.
   <u>*Note:*</u> If desired, common rooms can be set up to be included by default for all guest keys. When adding or editing a common room under **Settings > Doors** in Vostio Web Portal, mark the checkbox 'Included by default when creating guest key'.
5. If more than one RFID tag should be encoded, click '1' down to the right. An arrow will be shown; click it and choose the applicable number of RFID tags.
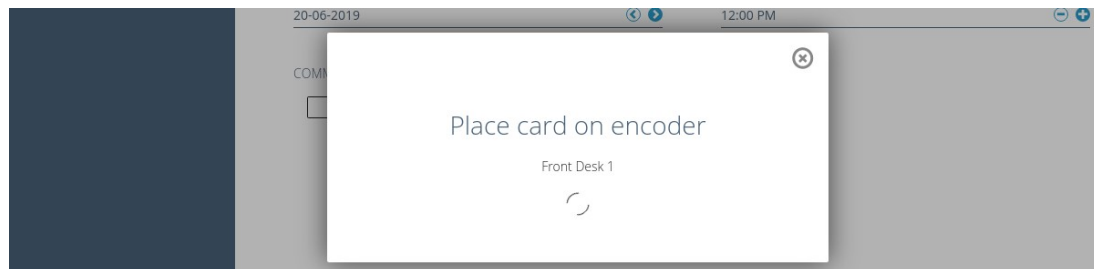6. Click the **Key** button; a message as below will be shown.

Figure 17