

KB LEVEL: SVR	KB ARTICLE	KB NUMBER: 05
	<i>How to extract users per device on biometrics and door access</i>	

KB Category:	Internal		
Author:	Jeremiah Nantona	Date:	

Problem Description:	N/a
Symptoms and Cause of the issue:	N/A

**Step1 : Press windows key + R**

**Type Mstsc**

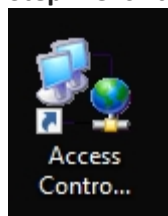
**172.17.0.11 (Biometrics) Creds : IT**

**S\*\*\*\*\*k**

**172.17.0.23(Door access)Creds: jnantona**

**K\*\*\*\*\*s**

**Step2: Click the zke Access Control software**



**Step3: Click the Device to PC**

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## KB ARTICLE

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### Step4 : Click the floor that you want to extract users then press Browse Users in device

Access Control Software Ver 2.4.4.1038

Basic Settings Access Settings Basic Operate Search System Management Help

Device Management User Management PC to Device Device to PC Time Zone Group Unlock Comb Access Levels Upload Settings Open Door Start Monitor

Device: 12th Floor In

From Device To PC

Browse Users in device

Users In Local Database

Select	ID	Name	Department	Privilege
<input type="checkbox"/>	2000000001	RACAS	IT & Engineer	Superv
<input type="checkbox"/>	2000000002	Fairdela	Lebus	U
<input type="checkbox"/>	2000000003	Jasan	IT & Engineer	U
<input type="checkbox"/>	2000000004	Jasapao	Marketing	U
<input type="checkbox"/>	2000000005	Melvia	Marketing	U
<input type="checkbox"/>	2000000006	KBachris	Lebus	U
<input type="checkbox"/>	2000000007	VBaga	IT & Engineer	U
<input type="checkbox"/>	2000000008	MSambico	Marketing	U
<input type="checkbox"/>	2000000009	JBastula	IT & Engineer	Superv
<input type="checkbox"/>	2000000010	MBonus	Marketing	U
<input type="checkbox"/>	2000000011	MYsaguna	Bar	U

Note: Users can only be deleted in the device. Cache mode can improve speed.

Exception Events

ID	Time	Device	Event
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### STEP5: Highlight the user one by one and paste it to the word or spreadsheet.

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Device: 12th Floor In

From Device To PC

Browse Users in device

Users In Local Database

Select	ID	Name	Department	Privilege
<input checked="" type="checkbox"/>	2000000001	RACAS	IT & Engineer	Superv
<input type="checkbox"/>	2000000002	Fairdela	Lebus	U
<input type="checkbox"/>	2000000003	Jasan	IT & Engineer	U
<input type="checkbox"/>	2000000004	Jasapao	Marketing	U
<input type="checkbox"/>	2000000005	Melvia	Marketing	U
<input type="checkbox"/>	2000000006	KBachris	Lebus	U
<input type="checkbox"/>	2000000007	VBaga	IT & Engineer	U
<input type="checkbox"/>	2000000008	MSambico	Marketing	U
<input type="checkbox"/>	2000000009	JBastula	IT & Engineer	Superv
<input type="checkbox"/>	2000000010	MBonus	Marketing	U
<input type="checkbox"/>	2000000011	MYsaguna	Bar	U

Note: Users can only be deleted in the device. Cache mode can improve speed.

Exception Events

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