

## Fingertec TA100C

# Fingertec TA100C Multimedia Fingerprint Time Attendance System User Manual

## 1. INTRODUCTION

This manual provides comprehensive instructions for the installation, operation, and maintenance of the Fingertec TA100C Multimedia Fingerprint Time Attendance System. The TA100C is a biometric terminal designed to accurately record employee time and attendance using fingerprint verification. This system offers an efficient alternative to traditional punch card or other card-based time tracking methods, significantly reducing instances of "buddy-punching" and enhancing human resource management accuracy. The Fingertec TA100C is equipped with a color multimedia display and advanced algorithms to improve speed and accuracy in fingerprint recognition. It supports a combination of fingerprint and password verification for user convenience.

## 2. SAFETY INFORMATION

Please read and understand all safety instructions before operating the device. Failure to follow these instructions may result in damage to the device or personal injury.

- Do not expose the device to water, moisture, or extreme temperatures.
- Ensure the power supply used is compatible with the device's specifications.
- Avoid placing the device in direct sunlight or near heat sources.
- Do not attempt to open or repair the device yourself. Refer all servicing to qualified personnel.
- Keep the fingerprint sensor clean and free from dust or debris.

## 3. PACKAGE CONTENTS

Verify that all items are present in the package before proceeding with installation:

- Fingertec TA100C Time Attendance Terminal
- Power Adapter
- Mounting Hardware (screws, wall plugs)

- TCMS V2 Software CD
- User Manual (this document or similar printed guide)
- Connectivity Cables (e.g., Ethernet cable, RS232/RS485 cable - may vary by package)

## 4. DEVICE OVERVIEW

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The Fingertec TA100C features a user-friendly interface with a color display, a numeric keypad, and a dedicated fingerprint sensor.



Figure 4.1: Front view of the Fingertec TA100C device, showing the color screen, keypad, and fingerprint sensor.

### Key Components:

- **Color Multimedia Display:** Provides a graphical user interface for navigation and status updates.
- **Numeric Keypad:** Used for entering user IDs, passwords, and navigating menus. Includes M/OK (Menu/OK) and ESC (Escape) buttons.
- **Fingerprint Sensor:** The primary biometric input for user identification and verification.
- **Communication Ports:** Located on the back or side, these ports facilitate connectivity via TCP/IP, RS232, and RS485.
- **USB Port:** For data transfer using a USB flash drive (PenDrive option on screen).

## 5. SETUP

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### 5.1 Physical Installation

1. **Choose a Location:** Select a secure, indoor location away from direct sunlight, extreme temperatures,

and moisture. Ensure sufficient space for users to comfortably access the device.

2. **Mounting:** Use the provided mounting hardware to securely attach the device to a wall at an appropriate height. The device dimensions are approximately 9 x 8 x 3 inches and it weighs 3 pounds.
3. **Power Connection:** Connect the power adapter to the device's power input and then plug it into a standard electrical outlet.

## 5.2 Initial Configuration

1. **Power On:** Once connected to power, the device will automatically power on.
2. **Date and Time Settings:** Navigate through the on-screen menu (using the keypad and M/OK button) to set the correct date and time. This is crucial for accurate attendance records.
3. **Network Configuration (TCP/IP):** If connecting via network, access the 'Comm' menu to configure IP address, subnet mask, and gateway settings. Refer to your network administrator for specific details.
4. **Administrator Enrollment:** Enroll at least one administrator fingerprint and password. This administrator will have access to all device settings and user management functions.

## 6. OPERATION

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### 6.1 User Enrollment

To enroll a new user:

1. Access the 'User' menu as an administrator.
2. Select 'New User' or 'Enroll User'.
3. Enter a unique User ID.
4. Follow the on-screen prompts to place the user's finger on the sensor multiple times for accurate fingerprint registration.
5. Optionally, set a password for the user.
6. Save the user's information. The device supports up to 2800 fingerprint templates.

### 6.2 Recording Attendance

For daily attendance recording:

1. Users approach the device.
2. Place a registered finger on the fingerprint sensor.
3. The device will verify the fingerprint and record the time. A confirmation message will appear on the screen.
4. Alternatively, users can enter their User ID and password using the keypad.

The device can store up to 120,000 transactions.

## 7. SOFTWARE INTEGRATION (TCMS V2)

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The Fingertec TA100C integrates with the TCMS V2 (Time Control Management System) software for efficient data management, reporting, and payroll integration.



Figure 7.1: TCMS V2 Software User Manual, providing detailed instructions for software usage.



Figure 7.2: Fingertec Made Easy DVD, which typically includes the TCMS V2 software and video guides for installation and operation.

### 7.1 Installing TCMS V2 Software

1. Insert the TCMS V2 Software CD into your computer's optical drive.
2. Follow the on-screen instructions to install the software. Refer to the TCMS V2 Software User Manual for detailed installation steps.

### 7.2 Data Transfer

Data can be transferred from the TA100C to the TCMS V2 software via:

- **Network (TCP/IP):** If the device is connected to your network, the software can directly communicate with the terminal to download attendance logs and upload user data.
- **Serial Port (RS232/RS485):** For direct connection to a PC using serial cables.
- **USB Flash Drive (PenDrive):** Data can be exported from the device to a USB drive and then imported into the TCMS V2 software.

### 7.3 Reporting and Management

The TCMS V2 software allows you to:

- Manage user profiles, including fingerprint templates and access rights.
- Generate various attendance reports (e.g., daily, weekly, monthly, tardiness, overtime).
- Export data for payroll processing.
- Configure work shifts and schedules.

## 8. MAINTENANCE

### 8.1 Cleaning the Device

- **Exterior:** Wipe the device's exterior with a soft, dry cloth. Do not use abrasive cleaners or solvents.
- **Fingerprint Sensor:** Gently clean the fingerprint sensor surface with a lint-free cloth. If necessary, slightly dampen the cloth with isopropyl alcohol, then wipe dry immediately. Ensure no liquid enters the device.

### 8.2 Data Backup

Regularly back up attendance data and user information from the TA100C to the TCMS V2 software and then back up the software's database. This prevents data loss in case of device malfunction or power outages.

## 9. TROUBLESHOOTING

This section addresses common issues you might encounter with the Fingertec TA100C.

Problem	Possible Cause	Solution
Device does not power on.	No power supply, faulty adapter, or power outlet issue.	Check power cable connection. Ensure the power adapter is working and the outlet has power.
Fingerprint not recognized.	Finger not placed correctly, sensor is dirty, or fingerprint not properly enrolled.	Ensure finger is clean and dry, and placed flat on the sensor. Clean the sensor. Re-enroll the fingerprint if issues persist.
Cannot connect to PC/Software.	Network configuration error, incorrect cable, or software settings.	Verify network settings (IP address, subnet). Check cable connections. Ensure TCMS V2 software communication settings match the device.
Data transfer fails via USB.	Faulty USB drive, incorrect file format, or insufficient storage.	Try a different USB drive. Ensure the USB drive is formatted correctly (FAT32). Check device for available storage.

## 10. SPECIFICATIONS



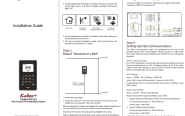

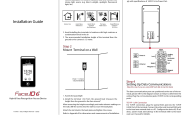
Feature	Detail
Model	TA100C
Fingerprint Templates Capacity	2800
Transaction Log Capacity	120,000
Verification Modes	Fingerprint, Password, Fingerprint + Password
Connectivity	TCP/IP, RS232, RS485, USB Host
Display	Color Multimedia Display
Product Dimensions	9 x 8 x 3 inches (approx.)

Feature	Detail
Item Weight	3 pounds (approx.)
Manufacturer	Fingertec
Date First Available	June 3, 2010

## 11. WARRANTY AND SUPPORT

For warranty information, technical support, or service inquiries, please contact your authorized Fingertec dealer or visit the official Fingertec website. Keep your purchase receipt as proof of purchase for warranty claims.

### Related Documents - TA100C

	<p><a href="#">FingerTec TA300 User Guide: Desktop Time and Attendance Fingerprint Terminal</a></p> <p>Comprehensive user guide for the FingerTec TA300 Desktop Time and Attendance Fingerprint Terminal, covering setup, basic operations, user management, and verification methods.</p>
	<p><a href="#">FingerTec Kadex+ Quick Start Guide</a></p> <p>A quick start guide for the FingerTec Kadex+ terminal, covering network configuration, cloud server settings, adding the device to software, uploading user data, and enrolling user information.</p>
	<p><a href="#">FingerTec Kadex+ Installation Guide: Door Access &amp; Time Attendance System</a></p> <p>Comprehensive installation guide for the FingerTec Kadex+ Standard RFID Card Door Access &amp; Time Attendance System. Covers location, mounting, wiring, communication setup, and accessories.</p>
	<p><a href="#">FingerTec Face ID 4d Installation Guide: Facial Recognition Access Control System</a></p> <p>This guide provides step-by-step instructions for installing the FingerTec Face ID 4d facial recognition access control system, covering optimal placement, terminal mounting, power supply wiring, data transfer setup, and door locking system integration. Includes technical diagrams and dimensions.</p>
	<p><a href="#">FingerTec FaceID6 Installation Guide</a></p> <p>Step-by-step installation guide for the FingerTec FaceID6 Hybrid Face Recognition Access Device, covering location, mounting, wiring, and data communication setup.</p>



### [FingerTec Face ID 5 Enclosure Series: Durable Protection & Security](#)

Discover the FingerTec Face ID 5 Enclosure, offering robust protection against dust, splashes, and tampering for your FingerTec Face ID 5 terminal. Features durable acrylic, lockable design, and easy installation.