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CP PLUS CP-VTA-T2324-U

CP Plus CP-VTA-T2324-U Finger Print Reader Instruction Manual

Model: CP-VTA-T2324-U

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1. PRODUCT OVERVIEW

The CP Plus CP-VTA-T2324-U Finger Print Reader is a biometric time attendance device designed for secure and efficient access control and attendance management. It features a 4-inch color LCD display and supports multiple identification modes including fingerprint, password, and EM card. This manual provides essential information for the proper installation, operation, and maintenance of your device.



Figure 1: Front view of the CP Plus CP-VTA-T2324-U Finger Print Reader.

2. PACKAGE CONTENTS

Please check the package for the following items:

- CP Plus CP-VTA-T2324-U Fingerprint Time Attendance Biometric Device (1 Unit)
- Mounting Hardware (Screws, wall plugs)
- Power Adapter
- User Manual (This document)

3. KEY FEATURES

- **Display:** 4-inch 480 x 320 color LCD display for clear interface.
- **Fingerprint Sensor:** Optical sensor for reliable fingerprint capturing.
- **Recognition Accuracy:** Failed recognition rate less than 0.0001 percent.
- **Security:** False acceptance rate less than 0.01 percent.
- **User Capacity:** Management record capacity for 1000 users.
- **Data Storage:** Storage capacity for 100,000 records.
- **Identification Modes:** Supports Fingerprint, Password, and EM Card identification.
- **Communication:** USB Flash Drive and USB host for data transfer.

4. SETUP GUIDE

4.1. Installation Location

Choose a suitable indoor location for installation, away from direct sunlight, extreme temperatures, and high

humidity. Ensure the device is mounted at an ergonomic height for easy access by all users.



Figure 2: Example of device mounting for attendance management.

4.2. Mounting the Device

1. Mark the drilling points on the wall using the mounting template (if provided).
2. Drill holes and insert wall plugs.
3. Secure the mounting plate (if separate) to the wall using screws.
4. Attach the device to the mounting plate or directly to the wall using the provided screws.

4.3. Power Connection

Connect the provided power adapter to the device's power input port and then plug it into a standard electrical outlet. The device will power on automatically.



Figure 3: Angled view showing connectivity ports.

4.4. Initial Configuration

1. Upon first power-on, the device may prompt you to set the date, time, and language. Follow the on-screen instructions.
2. Access the main menu by pressing the **MENU** button.
3. Set up an administrator account (fingerprint, password, or EM card) to manage user registrations and system settings. This is crucial for security.

5. OPERATING INSTRUCTIONS

5.1. User Enrollment

To enroll new users:

1. Log in as an administrator.
2. Navigate to **User Management > Add User**.
3. Enter the user ID and name.
4. Select the identification method(s) to enroll (Fingerprint, Password, or EM Card).
5. For fingerprint enrollment, place the finger on the optical sensor multiple times as prompted until successful.
6. For password enrollment, enter and confirm the password.
7. For EM card enrollment, present the card to the reader.
8. Save the user information.

5.2. Recording Attendance

Users can record their attendance using their registered credentials:

- **Fingerprint:** Place the registered finger on the optical sensor. A successful scan will be indicated on the display.
- **Password:** Enter the user ID, press **OK**, then enter the password and press **OK**.
- **EM Card:** Present the registered EM card to the device's card reader area.

5.3. Data Transfer

Attendance records can be transferred to a computer via a USB flash drive:

1. Insert a formatted USB flash drive into the device's USB host port.
2. Log in as an administrator.
3. Navigate to **Data Management > Download Data**.
4. Select the desired data range and type (e.g., attendance logs, user data).
5. Confirm the download. The data will be saved to the USB drive in a compatible format (e.g., Excel).

6. MAINTENANCE

- **Cleaning:** Regularly wipe the device's screen and fingerprint sensor with a soft, dry, lint-free cloth. Do not use abrasive cleaners or solvents.
- **Software Updates:** Check the manufacturer's website periodically for firmware updates to ensure optimal performance and security. Follow the provided instructions carefully for any updates.
- **Data Backup:** Regularly back up attendance data to a USB drive or connected system to prevent data loss.

7. TROUBLESHOOTING

Problem	Possible Cause	Solution
Device does not power on	Power adapter not connected, power outlet faulty.	Check power connections. Try a different power outlet.
Fingerprint not recognized	Finger is wet/dirty, sensor is dirty, fingerprint not properly enrolled.	Ensure finger and sensor are clean and dry. Re-enroll fingerprint if necessary.
Data transfer to USB fails	USB drive not formatted correctly, USB drive faulty, incorrect menu selection.	Ensure USB drive is properly formatted (FAT32). Try a different USB drive. Verify menu selections.
Screen is blank or frozen	Software error, power issue.	Restart the device by disconnecting and reconnecting power. If issue persists, contact support.

8. TECHNICAL SPECIFICATIONS

Feature	Detail
Brand	CP PLUS
Model	CP-VTA-T2324-U
Manufacturer	CP Plus
Product Dimensions	9 x 9 x 9 cm
Item Weight	520 g
Display Size	4 Inches (480 x 320 Color Display)
Hardware Platform	WS306
Management Record Capacity	1000
Storage Capacity	100,000
Identification Modes	Fingerprint, Password, EM Card
Communication	USB Flash Drive, USB Host
Batteries Included	No
Batteries Required	No
Date First Available	27 October 2015

9. WARRANTY AND SUPPORT

For technical assistance, warranty claims, or any product-related inquiries, please contact CP Plus customer support.

Support Contact: 011-43521771

Please have your product model number (CP-VTA-T2324-U) and purchase details ready when contacting support.