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ANVIZ C2C-PRO

ANVIZ C2C-PRO RFID Time Attendance System

User Manual

1. INTRODUCTION

The ANVIZ C2C-PRO is an advanced RFID and PIN-based time attendance system designed for efficient employee time tracking. This device features a Linux platform, integrated web server, and multiple connectivity options including TCP/IP (PoE), Wi-Fi, USB, and RS485. This manual provides detailed instructions for the setup, operation, maintenance, and troubleshooting of your C2C-PRO system.

2. PACKAGE CONTENTS

Please verify that all items listed below are included in your package:

- 1 x ANVIZ C2C-PRO RFID/PIN Time Attendance Device
- 1 x DC12V 1A Power Adapter
- 1 x CrossChex Time Attendance Software (Self-installing)
- 1 x Hardware/Software User Manual

3. DEVICE OVERVIEW

The C2C-PRO device features a compact design with a clear display, numeric keypad, and an integrated RFID reader for convenient time tracking.



Figure 1: Front view of the ANVIZ C2C-PRO device, showing the display, keypad, and RFID reader area.



Figure 2: Side view of the ANVIZ C2C-PRO device, highlighting the USB port for data transfer.

Key Components:

- **Display Screen:** Shows time, date, status, and menu options.
- **Keypad:** For entering PINs, navigating menus, and confirming selections.
- **RFID Reader:** For scanning RFID cards (Mifare, HID, Allegion compatible).
- **USB Port:** For data transfer via USB pen drive.
- **Network Port (RJ45):** For TCP/IP connection, supporting Power over Ethernet (PoE).
- **Power Input:** For connecting the DC12V 1A power adapter.

4. SETUP

4.1 Hardware Installation

- Mounting:** Securely mount the C2C-PRO device to a wall or flat surface using appropriate hardware (not included).
- Power Connection:** Connect the provided DC12V 1A power adapter to the device's power input port and plug it into a power outlet. The device will power on automatically.
- Network Connection (Optional):** For network connectivity, connect an Ethernet cable to the device's RJ45 port. If using Power over Ethernet (PoE), ensure your network switch or injector supports PoE. Alternatively, configure Wi-Fi settings through the device menu.
- USB Connection (Optional):** For direct data transfer, a USB pen drive can be inserted into the USB port.

4.2 Software Installation (CrossChex)

The CrossChex time attendance software is compatible with Windows operating systems. Follow these steps to install:

1. Insert the CrossChex software CD or run the installer from the provided USB drive/download.
2. Follow the on-screen prompts to complete the installation.
3. Once installed, launch the CrossChex application. The software supports up to 999 C2C-PRO devices.

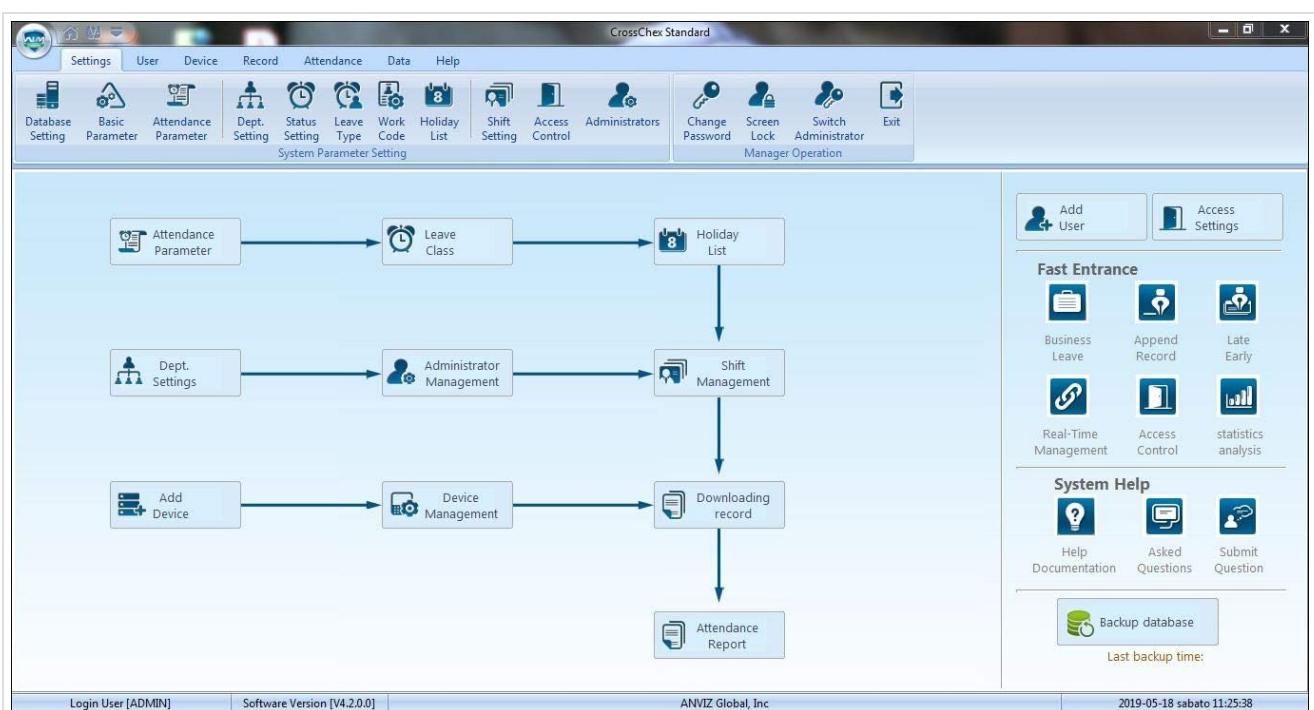


Figure 3: CrossChex Standard software interface, showing various settings and management options.

4.3 Initial Device Configuration

After powering on, configure basic settings directly on the device:

- Access Menu:** Press the 'M/OK' button to access the main menu. You may need to enter an administrator PIN if one is set.
- Set Date and Time:** Navigate to 'Settings' > 'Date/Time' to adjust the current date and time.
- Network Settings:** If using Wi-Fi, navigate to 'Network' > 'Wi-Fi' to connect to your wireless network. For wired connections, ensure 'Network' > 'TCP/IP' settings are correct (DHCP or static IP).

5. OPERATION

5.1 User Registration

Before employees can use the system, they must be registered:

1. **On Device:** From the main menu, navigate to 'User' > 'Add User'. Enter the user ID, name, and register their RFID card by scanning it, or set a PIN.
2. **Via CrossChex Software:** Connect the device to the software. In CrossChex, go to 'User Management' to add new users, assign RFID cards, and PINs.

5.2 Clocking In/Out

Employees can clock in or out using their registered RFID card or PIN:

- **Using RFID Card:** Present the registered RFID card to the RFID reader area on the device. The device will confirm the successful clocking event.
- **Using PIN:** Press the 'IN' or 'OUT' button (if available, or follow on-screen prompts), enter the registered PIN using the keypad, and press 'OK'.

5.3 Data Management with CrossChex Software

The CrossChex software allows for comprehensive management of attendance data:

1. **Connect Device:** Ensure the C2C-PRO device is connected to the PC via network (TCP/IP, Wi-Fi) or USB.
2. **Download Records:** In CrossChex, navigate to the 'Attendance' or 'Data' section and select 'Download Records' to retrieve attendance logs from the device.
3. **Generate Reports:** Use the software's reporting features to generate various attendance reports, such as daily, weekly, or monthly summaries, late arrivals, early departures, and overtime.
4. **System Settings:** Configure shifts, holidays, departments, and other system parameters within the software.

6. MAINTENANCE

6.1 Cleaning

To ensure optimal performance and longevity of your device:

- Wipe the device's exterior and screen with a soft, dry, lint-free cloth.
- Do not use abrasive cleaners, solvents, or aerosol sprays, as these can damage the device.
- Ensure no liquids enter the device's ports or openings.

6.2 Data Backup

Regularly back up your attendance data from the C2C-PRO device to the CrossChex software, and then back up the software's database. This prevents data loss in case of device malfunction or system issues.

- In CrossChex, locate the 'Backup Database' option (refer to Figure 3 for typical location).
- Perform backups to a secure location on your computer or network storage.

7. TROUBLESHOOTING

This section addresses common issues you might encounter with your ANVIZ C2C-PRO system.

7.1 Device Not Powering On

- Check if the power adapter is securely connected to both the device and a working power outlet.
- Verify that the power outlet is supplying power.
- If using PoE, ensure the Ethernet cable is connected to a PoE-enabled port and the PoE injector/switch is functioning correctly.

7.2 Cannot Connect to PC / Software

If the CrossChex software cannot connect to the C2C-PRO device:

- **Network Connection:** Ensure the device and PC are on the same network. Check the device's IP address and the network settings in CrossChex. Ping the device's IP address from the PC to confirm network connectivity.
- **Wi-Fi Connection:** Verify the device is connected to the correct Wi-Fi network and has a stable signal.
- **USB Connection:** If using a USB pen drive for data transfer, ensure the drive is formatted correctly and inserted properly. The software connects directly to the device via network, not typically via USB for live connection.
- **Firewall/Antivirus:** Temporarily disable your PC's firewall or antivirus software to see if it's blocking the connection. Add CrossChex to your security software's exceptions.
- **Device Settings:** Confirm that the device's communication settings (e.g., TCP/IP port) match those configured in the CrossChex software.

7.3 RFID Card or PIN Not Recognized

- Ensure the RFID card or PIN is correctly registered in the device and software.
- For RFID cards, ensure you are presenting the card correctly to the reader area.
- Verify that the RFID card type (Mifare, HID, Allegion) is compatible with your C2C-PRO model.
- If using a PIN, double-check the entered digits.

8. SPECIFICATIONS

Feature	Specification
Model Name	C2C-PRO
Brand	ANVIZ
Identification Methods	RFID (Mifare, HID, Allegion compatible), PIN Code
Operating System	Linux Platform
Connectivity	TCP/IP (PoE), Wi-Fi, USB (for pen drive), RS485
Integrated Features	Web Server
Dimensions (L x W x H)	14 x 3.2 x 19 cm
Weight	850 grams
Color	Black
Power Supply	DC12V 1A (Adapter included)
Batteries Required	No
Software Compatibility	CrossChex (Windows, Linux)

Feature	Specification
UPC	850770008047

9. WARRANTY INFORMATION

ANVIZ products are manufactured to high-quality standards. For specific warranty terms and conditions, please refer to the warranty card included with your product or visit the official ANVIZ website. Keep your purchase receipt as proof of purchase for any warranty claims.

10. SUPPORT

For technical assistance, product inquiries, or further support, please contact ANVIZ customer service through the following channels:

- Official Website:** Visit the ANVIZ official website for FAQs, downloads, and contact information.
- Email Support:** Refer to your product documentation for the appropriate support email address.
- Distributor/Reseller:** Contact the authorized ANVIZ distributor or reseller from whom you purchased the product.