

A6

Generic A6 Biometric Fingerprint Time Attendance Machine User Manual

Model: A6

1. INTRODUCTION

This manual provides detailed instructions for the setup, operation, and maintenance of your Generic A6 Biometric Fingerprint Time Attendance Machine. Please read this manual thoroughly before using the device to ensure proper functionality and to maximize its lifespan.

The A6 is designed for efficient time and attendance tracking using biometric fingerprint recognition and password authentication. It is suitable for various environments such as offices, factories, hotels, and schools.



Image 1.1: Front view of the Generic A6 Biometric Fingerprint Time Attendance Machine, displaying the time and date on its 2.4-inch TFT screen and highlighting the fingerprint sensor.

2. PRODUCT OVERVIEW

2.1 Key Features

- **Biometric Fingerprint Recognition:** Utilizes an energy-saving optical fingerprint sensor for secure and accurate identification.
- **2.4-inch TFT Screen:** Provides a clear display for user interaction and information.
- **High Capacity:** Stores up to 600 fingerprints and 100,000 attendance records.
- **Multiple Identification Modes:** Supports fingerprint and password authentication.
- **Offline/Online Operation:** Flexible operating modes for various network setups.
- **USB Communication:** Facilitates data transfer via USB flash drive for attendance reports and user data.
- **No Software Required:** Direct output of attendance reports from the device using T9 input for basic information.
- **Voice Prompt:** Provides audio feedback for operations.
- **Power Management:** Features auto sleep and auto power-off functions for energy efficiency.

2.2 Device Components

Familiarize yourself with the main components of the A6 Time Attendance Machine:



Image 2.2.1: Front view of the A6 Time Attendance Machine with key components labeled. This includes the LCD display, numeric keys for input, the fingerprint region for biometric scanning, and navigation buttons for menu control. The 'power off' button requires a 3-second long press to activate.

- **LCD Display:** 2.4-inch TFT screen for displaying time, date, menu options, and user feedback.
- **Fingerprint Region:** Area where users place their finger for biometric identification.
- **Numeric Keys (0-9):** Used for entering passwords, IDs, and navigating menus.
- **ESC Key:** Used to exit current menu or cancel an operation.
- **MENU Key:** Accesses the main menu for settings and management.
- **OK Key:** Confirms selections or entries.
- **Arrow Keys (Up/Down):** Navigates through menu options or pages.
- **Power Off Button:** Located on the numeric keypad, requires a long press (3 seconds) to power off the device.



Image 2.2.2: Side view of the A6 Time Attendance Machine, illustrating the USB port for data transfer and the DC 5V power input port.

- **USB Port:** For connecting a USB flash drive to download attendance records or upload user data.
- **Power Input (DC 5V):** Connects to the provided power adapter.

3. SETUP INSTRUCTIONS

3.1 Unboxing and Placement

1. Carefully remove the time attendance machine and all accessories from the packaging.
2. Place the device on a stable, flat surface, such as a tabletop. Ensure it is in an indoor environment with temperatures between 0°C and +45°C and humidity between 20% and 80%.
3. Keep the device away from direct sunlight, heat sources, and excessive moisture.

3.2 Power Connection

1. Connect the provided DC 5V/1A power adapter to the power input port on the side of the device (refer to Image 2.2.2).
2. Plug the power adapter into a standard electrical outlet.
3. The device will power on automatically, and the display will show the welcome screen.

3.3 Initial Configuration (Date, Time, Language)

Upon first power-on, or after a factory reset, you may need to set the date, time, and language.

1. Press the **MENU** key to enter the main menu.
2. Use the **Arrow Keys** to navigate to **System Settings** (or similar, exact menu names may vary). Press **OK**.
3. Navigate to **Date/Time**. Press **OK**.
4. Adjust the year, month, day, hour, and minute using the **Numeric Keys** and **Arrow Keys**. Press **OK** after each adjustment.
5. Navigate to **Language**. Press **OK**.
6. Select **English** (or desired language) using the **Arrow Keys** and press **OK**. The device supports Chinese, English, and Korean.
7. Press **ESC** repeatedly to return to the main screen.

4. OPERATING INSTRUCTIONS

4.1 User Enrollment (Administrator)

Before employees can use the device, an administrator must be set up, and then employees can be enrolled. The first enrolled user is typically the administrator.

1. Press the **MENU** key to enter the main menu.
2. Navigate to **User Management** (or similar). Press **OK**.
3. Select **New User** or **Enroll User**. Press **OK**.
4. Enter a unique **User ID** using the **Numeric Keys**. Press **OK**.
5. Select **Enroll Fingerprint**. Press **OK**.
6. Place your finger firmly on the fingerprint sensor. The device will prompt you to lift and place your finger multiple times (usually 3 times) for accurate registration. Follow the on-screen instructions and voice prompts.
7. Once the fingerprint is successfully enrolled, you can optionally enroll a password for the user. Select **Enroll Password** and enter a numeric password. Confirm the password.
8. Set the **User Role** (e.g., Administrator, General User). For the first user, set as Administrator.
9. Press **ESC** to save and exit, or to enroll another user.

4.2 Time Attendance Recording

Once users are enrolled, they can record their attendance.

1. From the main screen, place your registered finger on the fingerprint sensor. The device will confirm successful recognition with a voice prompt and display.
2. Alternatively, if password authentication is enabled, enter your **User ID** using the **Numeric Keys**, press **OK**, then enter your **Password** and press **OK**.
3. The device will automatically record the time and date of the attendance event.

4.3 Data Management (USB Flash Drive)

The A6 allows for easy data transfer using a standard USB flash drive.

1. Insert a formatted USB flash drive into the USB port on the side of the device (refer to Image 2.2.2).
2. Press the **MENU** key to enter the main menu.
3. Navigate to **Data Management** (or similar). Press **OK**.
4. **To Download Attendance Records:** Select **Download Records** or **Download Report**. Press **OK**. The device will generate and save an attendance report file (e.g., Excel format) to the USB drive.
5. **To Upload User Data:** If you have user data (e.g., enrolled fingerprints or passwords) backed up on a USB drive, select **Upload Data**. Press **OK**. Follow on-screen prompts.
6. Once the transfer is complete, safely remove the USB flash drive.

4.4 Record Query

Users can query their own attendance records directly on the device after authentication.

1. From the main screen, press the **MENU** key.
2. Navigate to **Record Query** or **My Records**. Press **OK**.
3. The device will prompt for authentication (fingerprint or password). Authenticate as the user whose records you wish to view.
4. Use the **Arrow Keys** to browse through your attendance records.
5. Press **ESC** to exit the query screen.

5. MAINTENANCE

5.1 Cleaning the Device

- Ensure the device is powered off and unplugged before cleaning.
- Use a soft, dry, lint-free cloth to wipe the exterior of the device.
- For the fingerprint sensor and LCD screen, use a slightly damp cloth with a mild, non-abrasive cleaner if necessary, then immediately wipe dry with a clean, dry cloth. Avoid spraying liquids directly onto the device.
- Do not use harsh chemicals, solvents, or abrasive materials, as these can damage the device's surface and components.

5.2 Environmental Considerations

- Operate the device within the specified temperature range of 0°C to +45°C and humidity of 20% to 80%.
- Avoid placing the device in areas with extreme temperature fluctuations, high humidity, or excessive dust.
- Protect the device from physical impact or dropping.

5.3 Power Management

- The device features automatic sleep and power-off functions to conserve energy. These settings can typically be adjusted in the System Settings menu.
- Always use the provided power adapter (DC 5V/1A) to ensure proper operation and prevent damage.

6. TROUBLESHOOTING

If you encounter issues with your A6 Time Attendance Machine, refer to the following common problems and solutions:

Problem	Possible Cause	Solution
Device does not power on.	Power adapter not connected or faulty; power outlet issue.	Ensure the power adapter is securely connected to the device and a working power outlet. Test the outlet with another device.
Fingerprint not recognized.	Finger not placed correctly; dirty sensor; finger too dry/wet; fingerprint not enrolled.	Ensure your finger covers the sensor completely and is clean and dry. Try different fingers if multiple are enrolled. If still an issue, re-enroll the fingerprint.
Cannot access menu.	Not authenticated as administrator; menu locked.	Ensure you are authenticated as an administrator. If an administrator password is set, you must enter it to access the menu.
USB data transfer fails.	USB flash drive not formatted correctly; drive faulty; incorrect menu option selected.	Ensure the USB flash drive is properly inserted and formatted (FAT32 is usually recommended). Try a different USB drive. Verify you selected the correct download/upload option.
Incorrect date/time displayed.	Date/time not set correctly; internal battery (if present) low.	Adjust the date and time in the System Settings menu (refer to Section 3.3).

If the problem persists after trying these solutions, please contact customer support.

7. TECHNICAL SPECIFICATIONS

Feature	Specification
Model	A6
Display	2.4 inch TFT Color Screen
Fingerprint Sensor	Optical Fingerprint Sensor (Resolution: 500DPI)
CPU	32bit CPU
Fingerprint Capacity	600
Log Capacity	100,000 events
Communication	USB
Identification Mode	Fingerprint, Password

Feature	Specification
Identification Time	≤1 second
FRR (False Rejection Rate)	≤0.1%
FAR (False Acceptance Rate)	≤0.0001%
Operating Mode	Off-line / Online
Authentication Mode	1:1, 1:N
Supported Languages	Chinese, English, Korean
Power Adapter	DC 5V/1A
Operating Temperature	0°C ~ +45°C
Operating Humidity	20%~80% (RH)
Terminal Dimensions (L×W×H)	170mm × 118mm × 30mm
Item Weight	0.65 KG
Frame Material	Plastic
Mounting Type	Tabletop

8. WARRANTY AND SUPPORT

Warranty information for your Generic A6 Biometric Fingerprint Time Attendance Machine is typically provided at the point of purchase or included with the product packaging. Please refer to these documents for details regarding warranty coverage and duration. For technical support, troubleshooting assistance beyond this manual, or warranty claims, please contact the seller or manufacturer directly. Their contact information should be available on your purchase receipt or the product packaging.

