

NGTeco MB1

NGTeco MB1 WIFI Time Attendance Device User Manual

Model: MB1

1. INTRODUCTION

The NGTeco MB1 is a versatile WIFI time attendance device designed for efficient employee management. It integrates multiple identification methods including facial recognition, fingerprint scanning, RFID card access, and PIN entry, providing a secure and flexible solution for tracking employee attendance. This manual provides detailed instructions for setting up, operating, maintaining, and troubleshooting your MB1 device.

2. PRODUCT FEATURES

- **4-in-1 Identification:** Supports facial recognition, fingerprint, RFID card, and PIN for flexible access control.
- **High-Speed Identification:** Recognizes users in less than 1 second.
- **Mass Data Storage:** Capable of storing data for up to 200 users, 200 facial templates, 400 fingerprints, and 30,000 attendance records.
- **Automatic Time Calculation:** Automatically calculates work hours, eliminating manual payroll processing.
- **Data Retention:** Built-in backup protects time data and employee reports during power interruptions.
- **Report Generation:** Attendance reports can be downloaded via USB drive or through the mobile application's email function.
- **Flexible Installation:** Designed for both wall and desk mounting.
- **NGTeco Time APP:** Compatible with iOS and Android for remote management and data access.

Terminale 4 in 1 per schede perforate intelligenti

Identificazione ad alta velocità in meno di 1 secondo

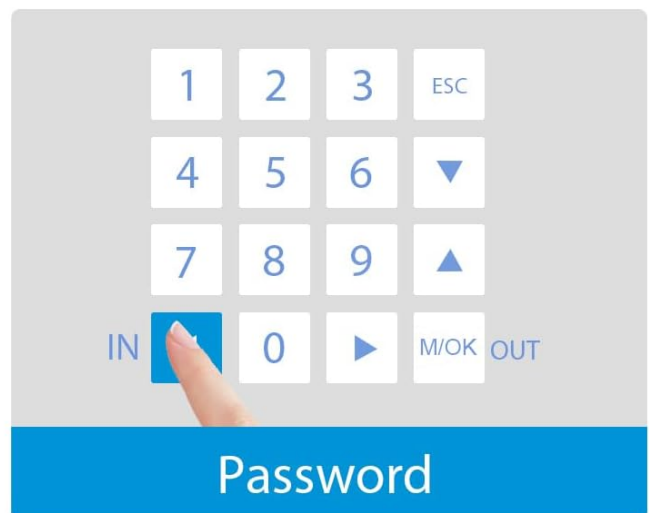


Figure 2.1: NGTeco MB1 device showcasing its 4-in-1 identification methods: facial scan, fingerprint, RFID card, and password entry.

Memorizzazione di massa dei dati

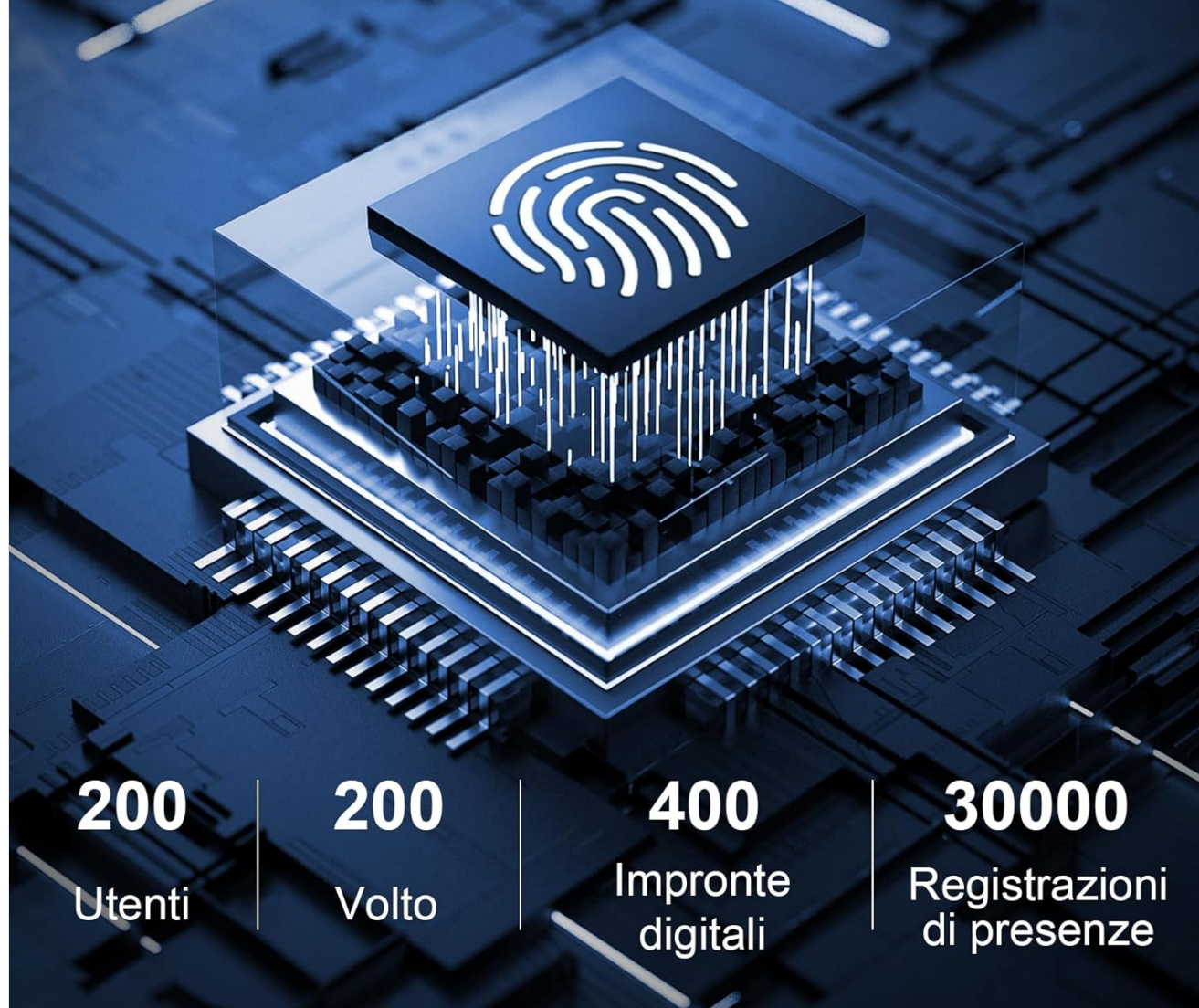


Figure 2.2: Visual representation of the MB1's mass data storage capabilities, supporting 200 users, 200 faces, 400 fingerprints, and 30,000 attendance records.

3. PACKAGE CONTENTS

Upon unpacking your NGTeco MB1 device, please verify that all the following items are included:

- NGTeco MB1 Time Attendance Device
- Power Adapter/Charging Cable
- USB Drive
- RFID Cards (set)
- Mounting Hardware (screws, anchors)
- Quick Start Guide (English)

4. SETUP GUIDE

Follow these steps for a quick and easy setup of your NGTeco MB1 device:

1. **Download the NGTeco Time APP:** Search for "NGTeco Time" in your device's app store (iOS or Android) and install it.
2. **Configure Device Wi-Fi:** Power on the MB1 device. Navigate through the device menu to find the Wi-Fi settings. Select your network and enter the password.
3. **Connect via QR Code:** Open the NGTeco Time APP on your smartphone. Follow the in-app instructions to scan the QR code displayed on the MB1 device screen to establish a connection.
4. **Begin Using the Device:** Once connected, you can start enrolling users and managing attendance through the device or the mobile application.

IMPOSTAZIONE RAPIDA. FACILE DA USARE



Figure 4.1: Quick setup steps for the NGTeco MB1, including app download, Wi-Fi configuration, QR code connection, and device usage.

5. OPERATING INSTRUCTIONS

5.1 User Enrollment

Before employees can use the device, their identification data must be enrolled. This can typically be done through the device's menu or the NGTeco Time APP.

- **Facial Recognition:** Position your face within the designated area on the device screen. The device will capture and store your facial template.
- **Fingerprint:** Place your finger firmly on the fingerprint sensor. The device will guide you to lift and place your finger multiple times to capture a complete template.
- **RFID Card:** Present an RFID card to the card reader area on the device. The device will register the card's unique ID.
- **PIN Entry:** Enter a unique PIN using the keypad and confirm it.

5.2 Clocking In/Out

To record attendance, simply use one of the enrolled identification methods. The device automatically detects IN/OUT status, eliminating the need to press specific buttons.

- **Facial Scan:** Stand in front of the device. Once your face is recognized, your attendance will be recorded.
- **Fingerprint Scan:** Place your enrolled finger on the sensor. A successful scan will record your attendance.
- **RFID Card Swipe:** Hold your enrolled RFID card near the card reader. Your attendance will be recorded upon successful detection.
- **PIN Entry:** Enter your enrolled PIN on the keypad and press 'OK' or 'M/OK'.



Figure 5.1: Close-up of facial recognition in progress on the MB1 device.



Figure 5.2: Proper placement of a finger on the MB1's fingerprint sensor for accurate scanning.



Figure 5.3: Using an RFID card for attendance recording on the NGTeco MB1.



Figure 5.4: Entering a PIN on the MB1's keypad for attendance.

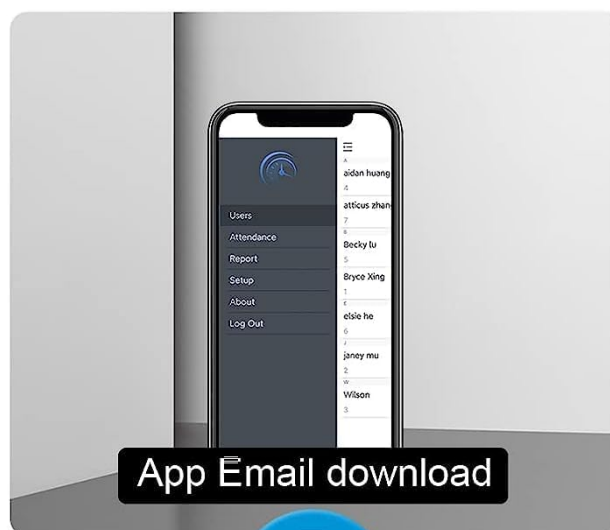
6. DATA MANAGEMENT

6.1 Report Download

Attendance reports can be retrieved from the device using two primary methods:

- **USB Drive Download:** Insert the provided USB drive into the device's USB port. Navigate through the device menu to the report download option and select the desired data range. The reports will be saved to the USB drive.
- **App Email Download:** Use the NGTeco Time APP to access attendance data. The app allows you to generate reports and send them to a specified email address.

Two Ways to Download Reports



Timecard Report						
1	A	B	C	D	E	F
2	Pay Period	12/01/2019 - 12/31/2019				
3	Employee	Zacharia Sridhar (1)				
4		Date	IN	OUT	Regular Hours	Daily Hours
5	Sun	12/01/2019	09:00 AM	06:30 PM	09:30	09:30
6	Mon	12/02/2019	12:00 PM			Missing OUT
7	Tue	12/03/2019	08:38 PM			Missing OUT
8	Wed	12/04/2019	12:00 AM			Missing OUT
9	Thu	12/05/2019	03:37 PM			
10	Fri	12/06/2019				
11	Sat	12/07/2019				
12	Sun	12/08/2019				
13	Mon	12/09/2019	03:06 PM	03:06 PM	00:00	00:00
14	Tue	12/10/2019	03:06 PM			Missing OUT
15	Wed	12/11/2019				
16	Thu	12/12/2019				
17	Fri	12/13/2019				
18	Sat	12/14/2019				
19	Sun	12/15/2019				
20	Mon	12/16/2019				
21	Tue	12/17/2019				
22	Wed	12/18/2019				
23	Thu	12/19/2019				
24	Fri	12/20/2019				
25	Sat	12/21/2019				
26	Sun	12/22/2019				
27	Mon	12/23/2019				
28	Tue	12/24/2019				
29	Wed	12/25/2019				
30	Thu	12/26/2019				
31	Fri	12/27/2019				
32	Sat	12/28/2019				
33	Sun	12/29/2019				
34	Mon	12/30/2019				
35	Tue	12/31/2019				
36	Total Hours				09:30	

Figure 6.1: Illustration of report download options: USB drive and app email download.

Calcolo automatico e accurato delle ore

È ora di porre fine all'elaborazione manuale delle buste paga.



Figure 6.2: Example of an automatically generated and accurately calculated timecard report.

6.2 Data Retention During Power Outage

The NGTeco MB1 features an internal backup system that ensures all attendance data and employee information are retained even in the event of a power interruption, preventing data loss.

Conserva i dati anche in caso di interruzione di corrente

Il backup incorporato protegge i dati temporali (compresi i rapporti orari e i dati dei dipendenti) in caso di interruzione dell'alimentazione.

Altri

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Nostro





Figure 6.3: The MB1's data retention capability during a power outage, ensuring continuous record keeping.

7. MAINTENANCE

To ensure the longevity and optimal performance of your NGTeco MB1 device, follow these maintenance guidelines:

- **Cleaning:** Regularly wipe the device screen and fingerprint sensor with a soft, dry, lint-free cloth. Avoid using abrasive cleaners or solvents.
- **Environment:** Install the device in a clean, dry environment, away from direct sunlight, extreme temperatures, and high humidity.
- **Software Updates:** Periodically check for firmware updates through the NGTeco Time APP or the official NGTeco website to ensure your device has the latest features and security enhancements.
- **Data Backup:** Regularly back up your attendance data to an external USB drive or through the app's email function to prevent data loss.

8. TROUBLESHOOTING

This section addresses common issues you might encounter with your NGTeco MB1 device.

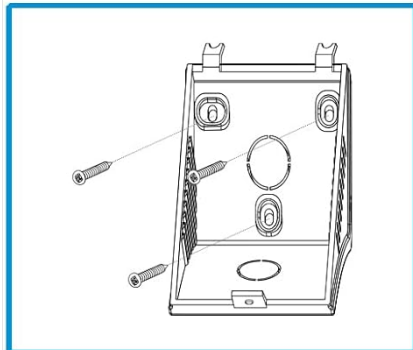
Problem	Possible Cause	Solution
Device does not power on.	Power adapter not connected or faulty; power outlet issue.	Ensure the power adapter is securely connected to the device and a working power outlet. Try a different outlet or adapter if available.
Facial recognition fails.	Poor lighting; face not centered; user not enrolled.	Ensure adequate lighting. Position your face directly in front of the camera. Verify that your facial template is correctly enrolled.
Fingerprint scan fails.	Finger wet/dirty; improper placement; user not enrolled.	Ensure your finger is clean and dry. Place your finger flat and firmly on the sensor. Verify fingerprint enrollment.
Cannot connect to Wi-Fi.	Incorrect password; out of range; network issues.	Double-check the Wi-Fi password. Ensure the device is within range of your Wi-Fi router. Restart your router if necessary.
Reports not downloading.	USB drive full/faulty; app connection issue.	Ensure the USB drive has sufficient space and is functioning correctly. Check the app's connection to the device and your internet connection for email downloads.

9. SPECIFICATIONS

- **Model Number:** MB1
- **Manufacturer:** NGTeco
- **Dimensions:** 27.4 x 22.7 x 7.9 cm
- **Item Weight:** 820 grams
- **Battery Type:** Lithium Ion (1 required, included)
- **Connectivity:** WIFI
- **Identification Methods:** Facial Recognition, Fingerprint, RFID, PIN
- **User Capacity:** 200
- **Face Capacity:** 200
- **Fingerprint Capacity:** 400
- **Record Capacity:** 30,000
- **First Available Date:** March 16, 2024

Montaggio a parete e su banco

Con la staffa di montaggio sicura e gli accessori,
il vostro NGTeco sarà a posto in un attimo.



Vista laterale a parete

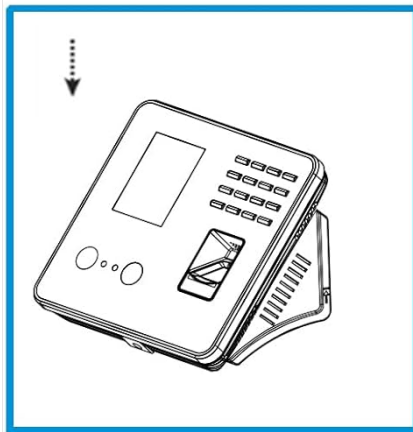


Figure 9.1: Device dimensions and mounting options for the NGTeco MB1.

10. WARRANTY AND SUPPORT

NGTeco is committed to providing reliable and secure technology solutions. For specific warranty details, please refer to the warranty card included with your product or visit the official NGTeco website. For technical assistance, troubleshooting, or any inquiries regarding your MB1 device, please contact NGTeco customer support.



Figure 10.1: NGTeco customer support is available to assist with product inquiries and technical issues.

Note: No official product videos were available in the provided data for embedding.