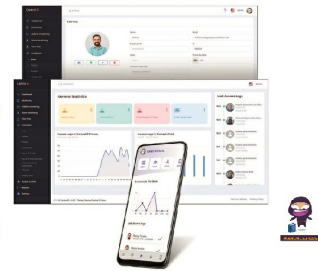


# Control iD iDSecure Cloud Software



## Control ID iDSecure Cloud Software User Guide

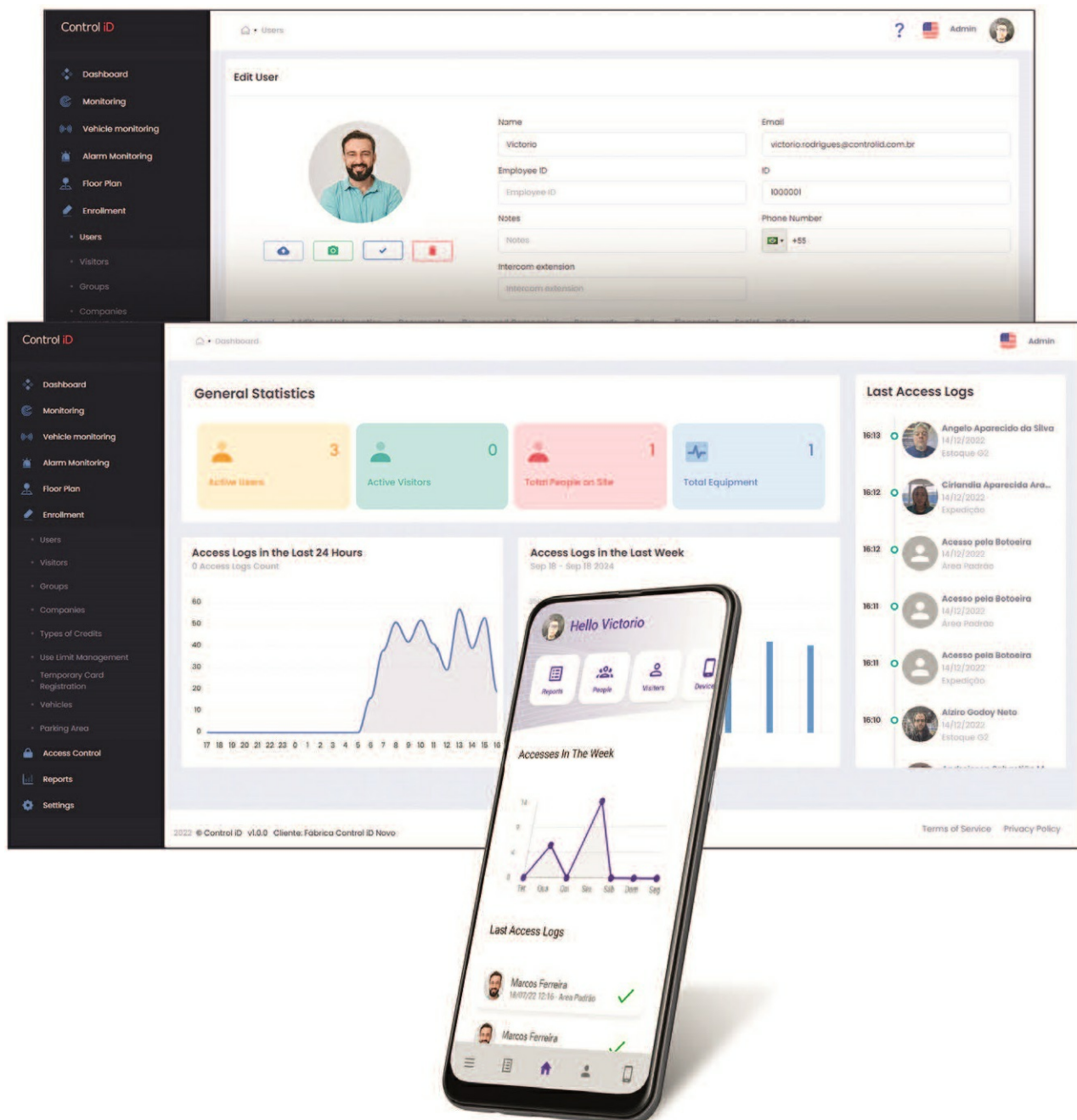
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# Control iD

Control ID iDSecure Cloud Software



## Specifications

- **Product Name:** iDSecure
- **Revision:** 1

## FAQs

- **Q: How do I know if my device is successfully synced with iDSecure Cloud?**
  - **A:** After adding the device to iDSecure Cloud, you will see a green circle indicating successful synchronization. Additionally, the status will show as “Verified” in the iDSecure Cloud interface.

## Quick Start Guide

### 1. How to add a device to secure Cloud

- To connect a device to the insecure Cloud, we will need the following information from the unit: Serial

Number and iCloud Code. This information can be found on the device, either through its web interface or directly on its GUI.

- In both cases, the device needs to be connected to the internet.

## 2. Network Configuration

- To enable internet connectivity on the device, the user will need to configure DHCP or a static IP address on the device. This can be achieved by using the GUI or the embedded web interface.

## 3. Network Configuration – Graphical User Interface (GUI)

- To connect to the internet, you must configure the IP address, subnet mask, and gateway of the device. Through the GUI, this can be done by following these steps: “Menu” > “Settings” > “Network”.
- Update the information as you wish and connect the device to the network.

## 4. Network Configuration – Web interface

- Alternatively, the network information can also be configured by accessing the embedded web server of the device. The default IP address is 192.168.0.129.
- To access the device settings screen, open a web browser and enter the device’s IP in the URL.

## 5. The login screen will be shown. The default access credentials are:

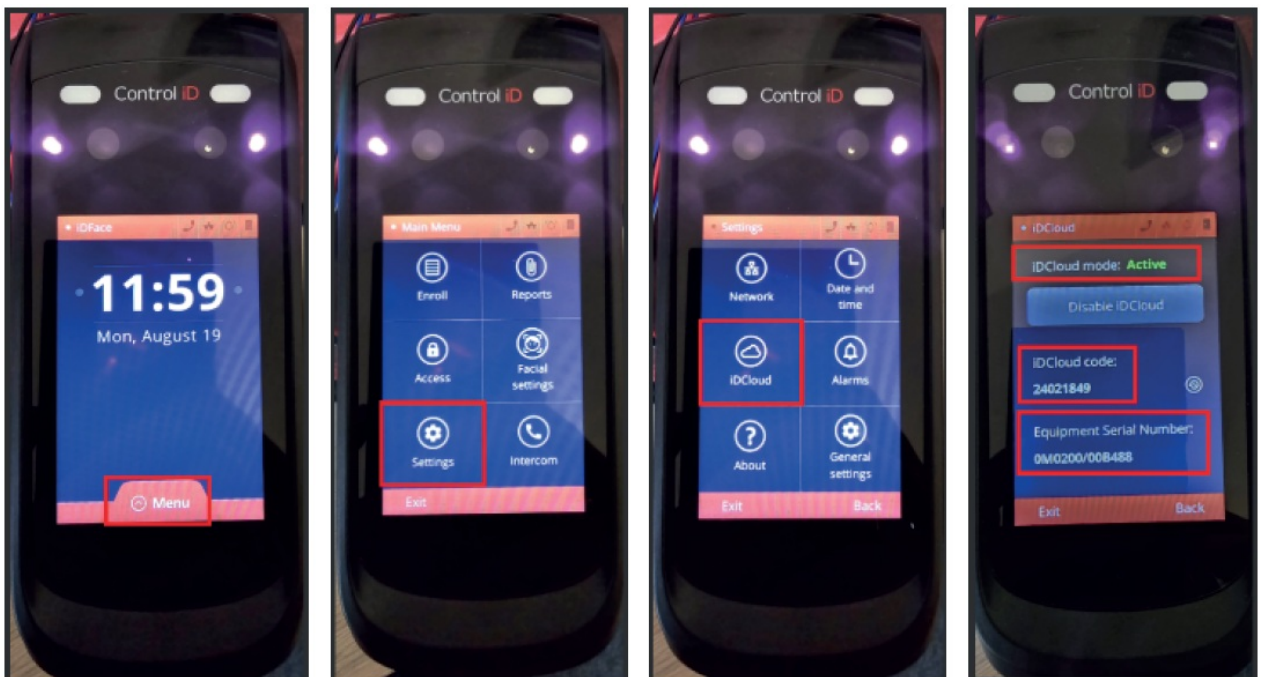
- **Username:** admin
- **Password:** admin

## 6. Enabling iCloud

- To securely connect to iD Secure Cloud, the user will need to enable iCloud (synchronization service from Control iD) on the device.

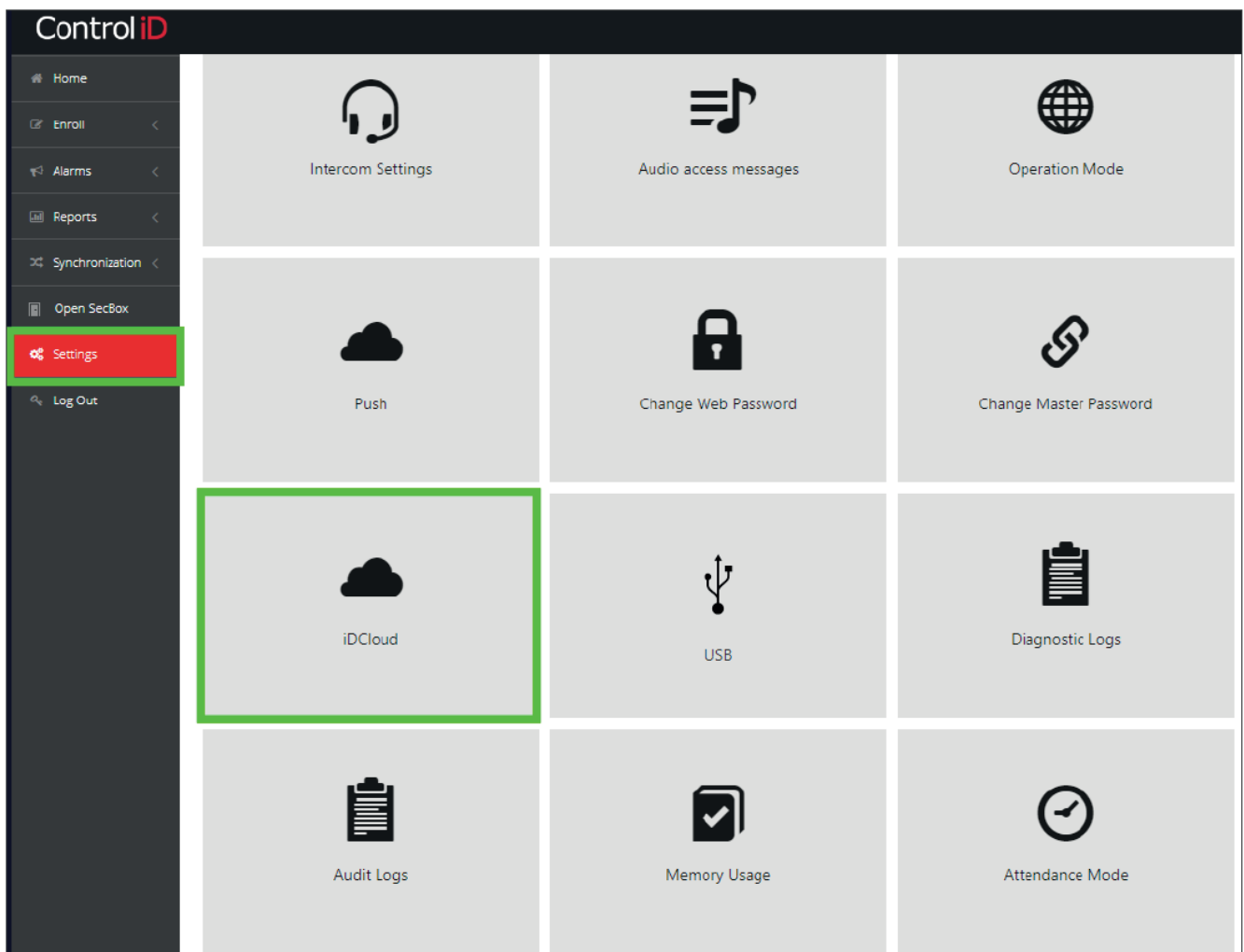
## 7. Enabling iCloud – Graphical User Interface (GUI)

- To view the Serial Number of the device and enable iCloud, access “Menu” > “Settings” > “iCloud”

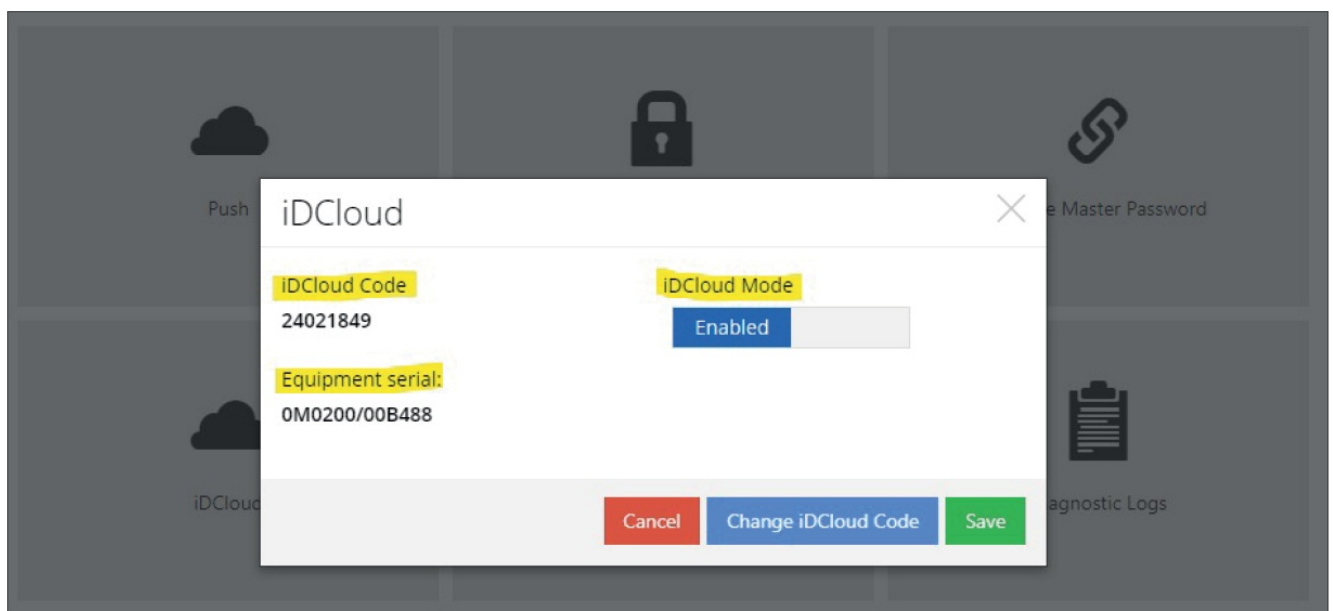


## Enabling iCloud – Web Interface

- When using the web interface of the face, the information can be found in
- “Settings” > “iCloud”

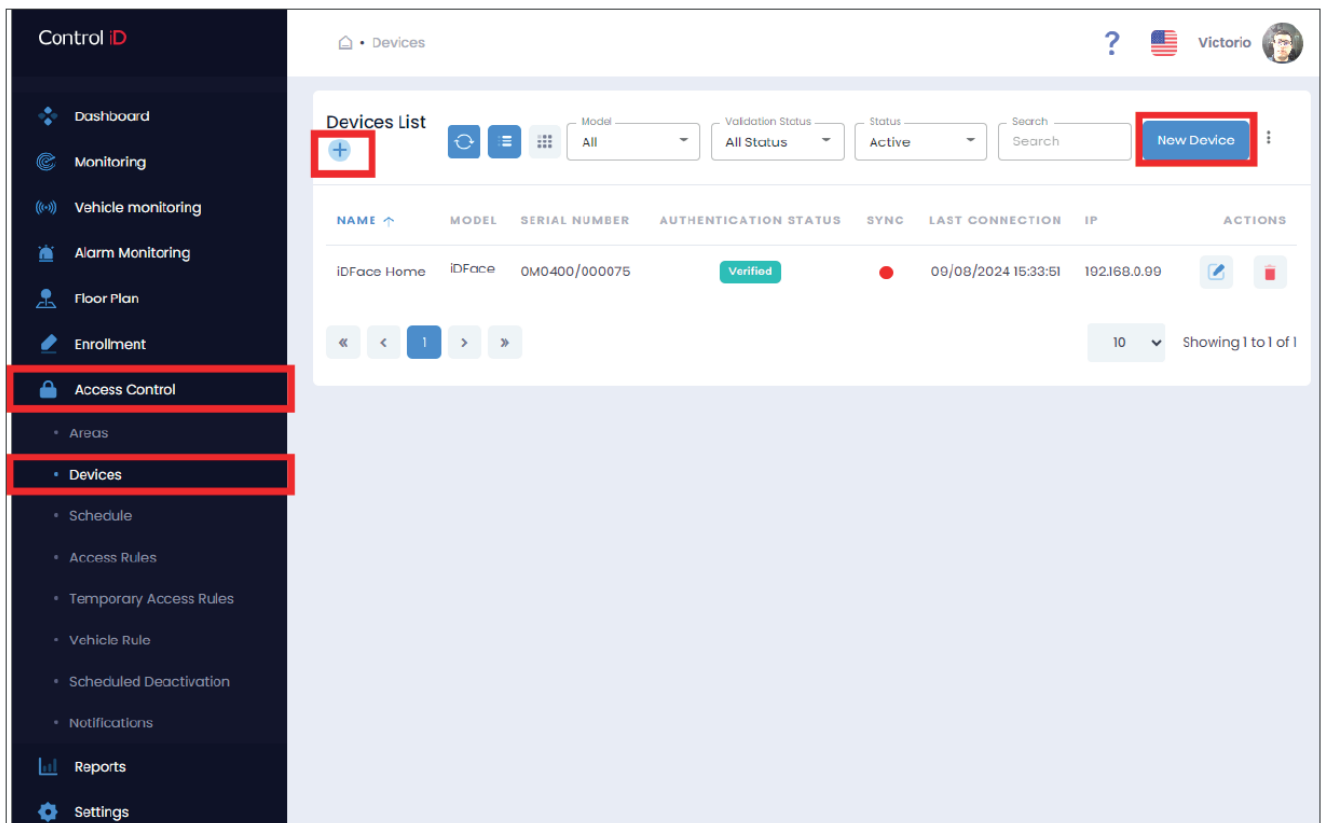


- Once you access the iDCloud button, you will find the needed information:
- **Note:** iDCloud Mode must be enabled




### Connecting the device to secure Cloud

- Now we open insecure Cloud (<https://www.idsecure.com.br>) and access "Access Control" >
- "Devices". To add a new device, you can either click on "+" or "New device"



- This will redirect the user to the “Device Enrollment” page where you will input the previously collected information and assign a “Name” for the reader.
- **Note:** This is also where you will assign the device to a specific Area, the bottom part of the image.

Add Device



Select Device

iDFace

Name

iDFace Quick Guide

Serial

0M0200/00B488

Verification Code

24021849

Readers

Relay activation

What relay should be triggered

Relay 1

Relay on time (in seconds)

5

Facial, Card and Password

From Area

Quick Guide Area

To Area

Quick Guide Area

Reader 1

From Area

Quick Guide Area

To Area

Quick Guide Area

Clear

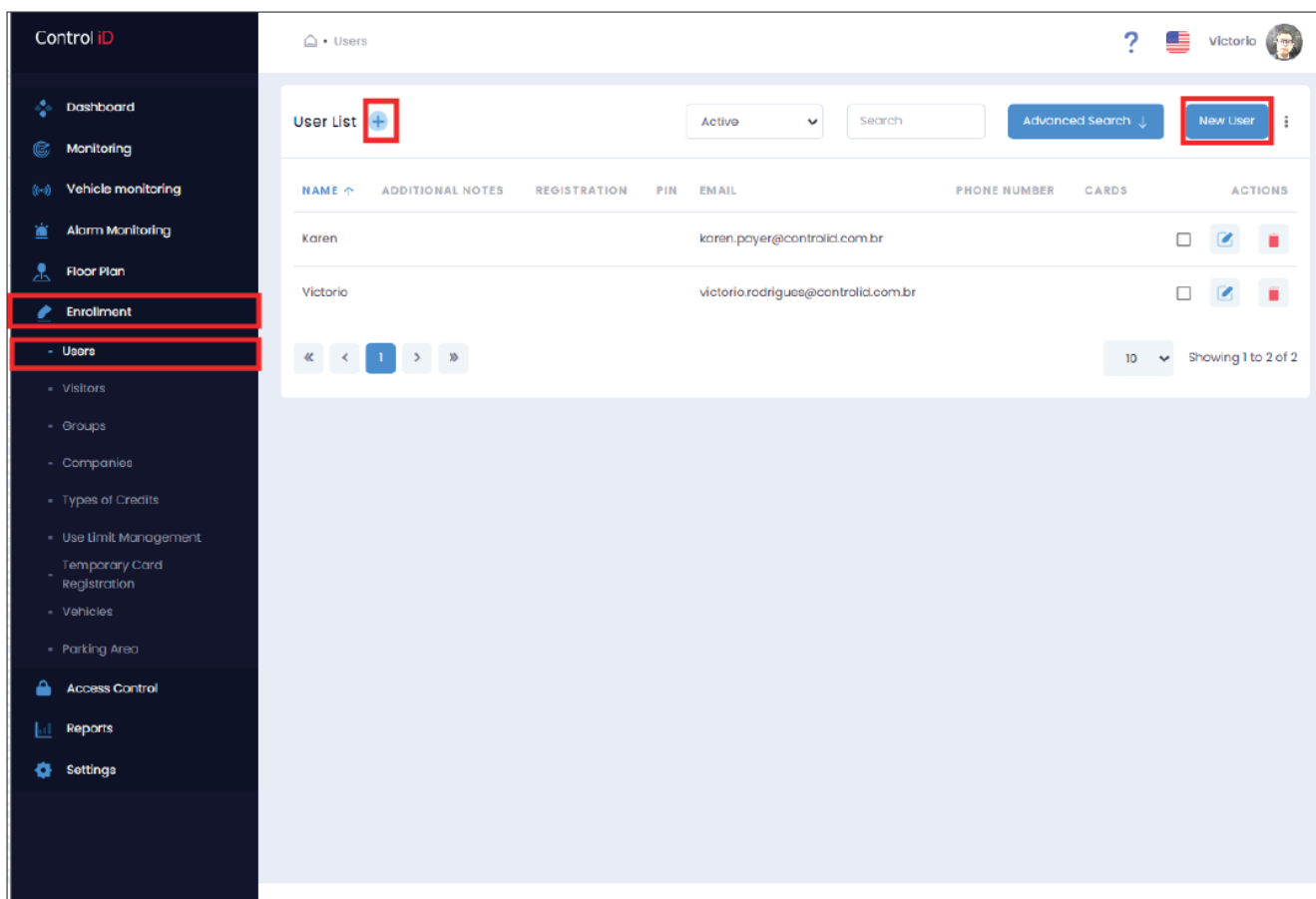
Cancel

Save

- After this, the device will undergo an automatic authentication process, and once completed, you'll see the "Verified" status in iDSecure Cloud. The initial sync process will begin and a green circle will appear if everything was correctly synced.

## How to enroll a User

- To enroll a new user, access the "User List" interface ("Enrollment" > "Users") and click on "+" or "New User"



- On the new user page, you can enter the user's information, such as Name, Email, ID, and Phone Number, as well as upload/take a picture that will be used for facial identification (see detail A below)

The screenshot shows the 'Add New User' form. It has a header 'Add New User' and a sub-header 'General'. The form contains several input fields: Name (Quick Guide User), Email (quick.guide@gmail.com), Employee ID (Employee ID), ID (1000007), Notes (Notes), Phone Number (+1), and Intercom extension (Intercom extension). There are also checkboxes for 'iD Secure Access' and 'Operator Password'. A red box highlights the 'Upload' and 'Take Photo' buttons under the user profile picture. The letter 'A' is placed below the red box.

## How to create a Schedule





- To create a Schedule, go to "Access Control" > "Schedule" and click on "+" or "New Schedule"

Control ID

• Schedule

Victoria

Schedules List + Active Search New Schedule

NAME ^	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	ACTIONS
Default Schedule	00:00 – 23:59	00:00 – 23:59	00:00 – 23:59	00:00 – 23:59	00:00 – 23:59	00:00 – 23:59	00:00 – 23:59	 
Test schedule	06:00 – 22:00	09:00 – 18:00	09:00 – 18:00	09:00 – 18:00	08:00 – 19:00	08:00 – 19:00	08:00 – 19:00	 

« < 1 > » 10 Showing 1 to 2 of 2

Access Control

Schedule

Access Rules

Temporary Access Rules

Vehicle Rule

Scheduled Deactivation

Notifications

Reports

Settings

- On the next page, you can customize the Schedule:

Add New Schedule

Description

Schedule for Quick Guide ✓

☒ Monday

00:00 04:38 21:52

Start 04:38 AM End 09:52 PM

☒ Tuesday

00:00 14:39 22:37

Start 02:39 PM End 10:37 PM

☒ Wednesday

02:35 09:17 23:59

Start 02:35 AM End 09:17 AM

☒ Thursday

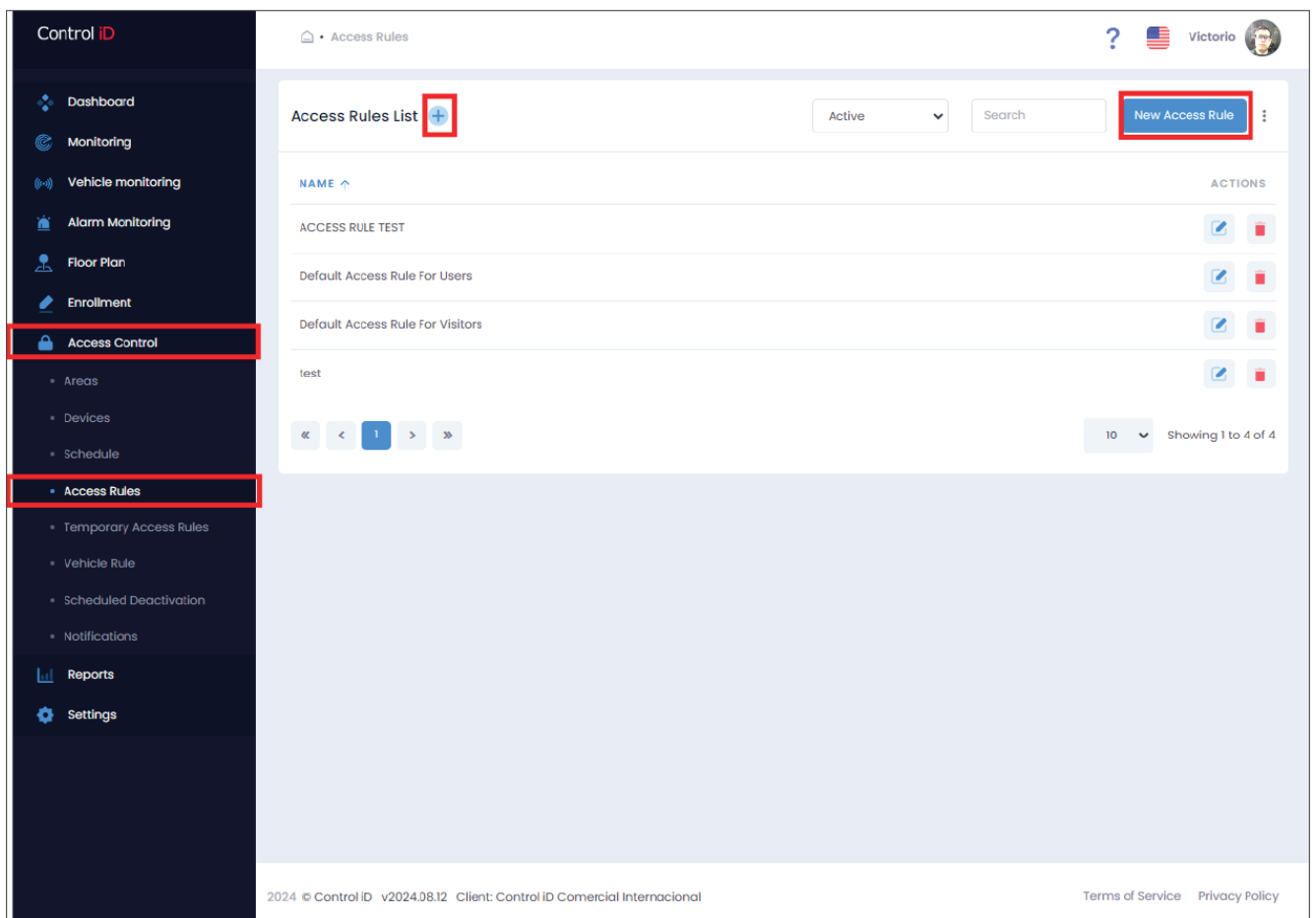
00:00 10:47 14:11 23:59

Start 10:47 AM End 02:11 PM

## How to create an Access Rule:

- To create a new access rule, go to “Access Control” > “Access Rules” and click on “+” or “New Access Rule”





- Control iD follows a “Who? When? Where?” logic for their Access Rules. After filling out the

**Name of the new access rules, you will assign the new rule to:**

- List of Users (or Groups, Visitors, etc...)
- Schedule(s)
- Area(s)

By default, iDSecure Cloud comes configured with a simple access rule that will grant access to all enrolled users on all devices. The user can delete this rule.

## New Access Rule



### Access Rule Name

Quick Guide Access Rule



Cancel

Next

## New Access Rule



### Select who must be affected by the new rule

- Users
- Users
- Groups and Companies
- Visitors
- Types

### SELECTED

Search



NAME

Karen

Victoria



NAME




Quick Guide User





Back



Next

New Access Rule






Select when the rule must be used

 AVAILABLE
 


 SELECTED
 


NAME > < NAME


Default Schedule   Schedule for Quick Guide

Test schedule 

« < 1 > »



« < 1 > »



Back Next





Select where the rule must be used


Apply rule to all areas ☐

 AVAILABLE
 


 SELECTED
 


NAME > < NAME

Default Area   Quick Guide Area

Visitor Entrance 

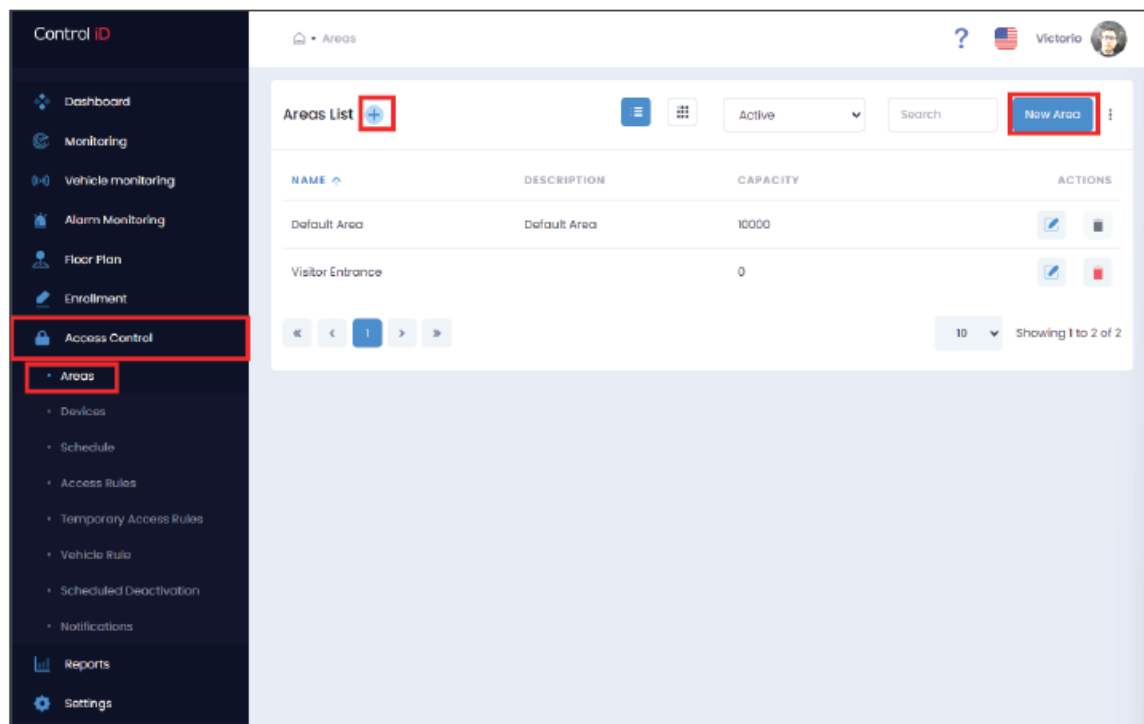
« < 1 > »

« < 1 > »

Back Next

## How to Create an Area

- To create an Area in insecure Cloud, go to "Access Control" > "Areas", and either click on "+" or "New device"



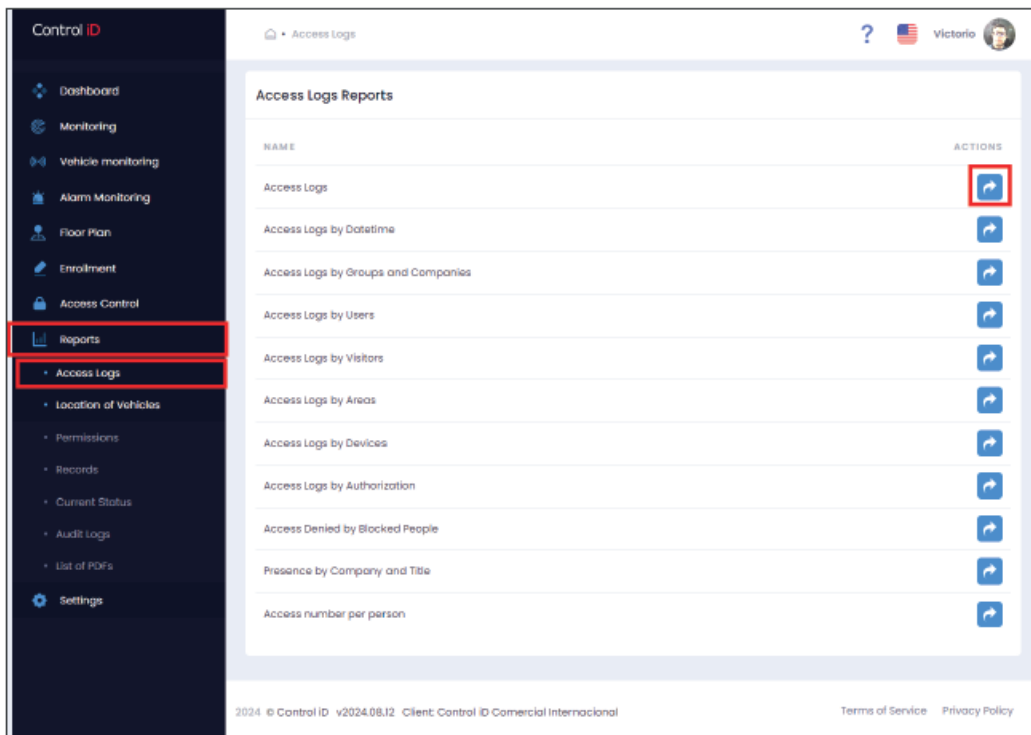
- You'll be able to input information on the Area and then click "Save"

The 'Add New Area' form contains the following elements:

- Name Area:** A text input field containing 'Quick Guide Area' with a green checkmark icon.
- External area:** A toggle switch currently turned off.
- Description:** A text input field containing 'This is a test area created for the Quick Guide' with a green checkmark icon.
- Inform the capacity of the area:** A toggle switch currently turned off.
- Area Image:** A button to upload an image, accompanied by a preview of a conference room.
- Default Images:** A button to select from default images.
- Buttons:** 'Clear', 'Cancel', and 'Save' buttons at the bottom right.

### How to view Access Logs / Reports:

- iDSecure Cloud allows you to generate various types of reports, one of them being the "Access Logs". To view the logs, go into "Reports" > "Access Logs" and click on the blue icon on the right.



- This will lead you to the “Access Logs” report, where you’ll also be able to customize the generated report.

The screenshot displays the 'Access Logs' configuration interface. At the top, there's a 'Column selector' button. Below it, several filter sections are visible: 'Datetime Range' with two date-time input fields, 'Users' with a dropdown menu, 'Areas' with a dropdown menu, 'Devices' with a dropdown menu, and 'Authorization' with a dropdown menu. Below these filters is a table header with columns: DATETIME, PHOTO, TYPE, NAME, REGISTRATION NAME, AREA, DEVICE, AUTHORIZATION, PROFESSION, and ADDITIONAL NOTES. At the bottom right, there is a pagination control showing '10' items and 'Showing 0 to 0 of 0'.

## Mobile App

- iDSecure Cloud also has a mobile APP where you can manage users, reports, devices and even have a dashboard available. The iDSecure app is free and available on both iOS® and Android®

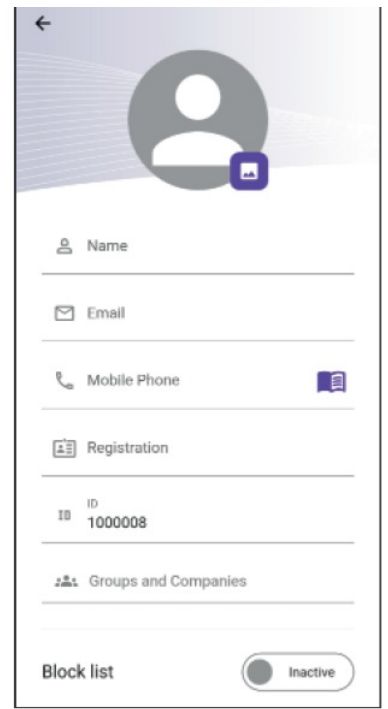
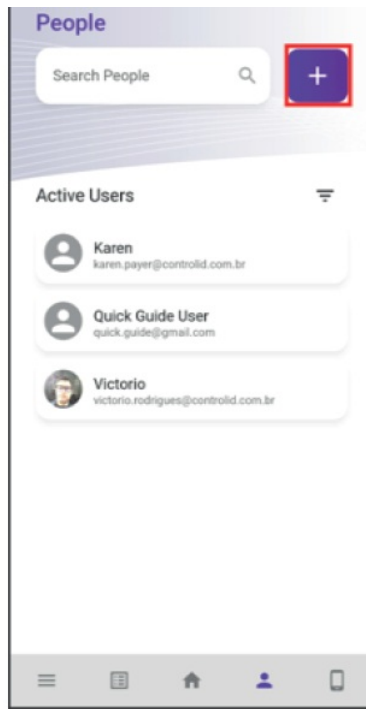
## Dashboard

- The Dashboard menu is the first page you’ll see once you have successfully logged in to the iDSecure Cloud APP. Here you’ll find a graph with all the accesses from the last seven days, as well as the last entries of the Access Logs.



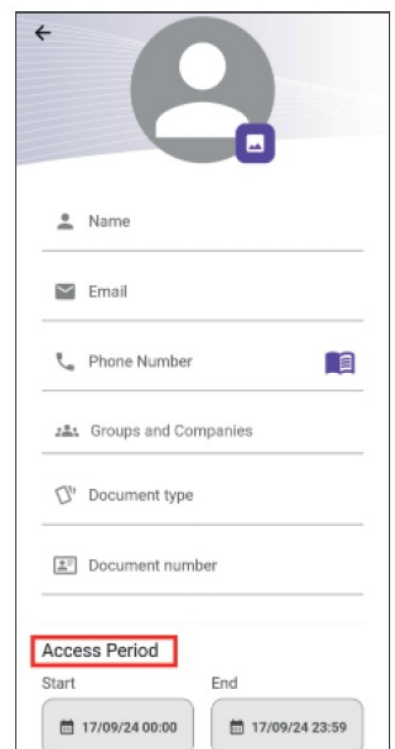
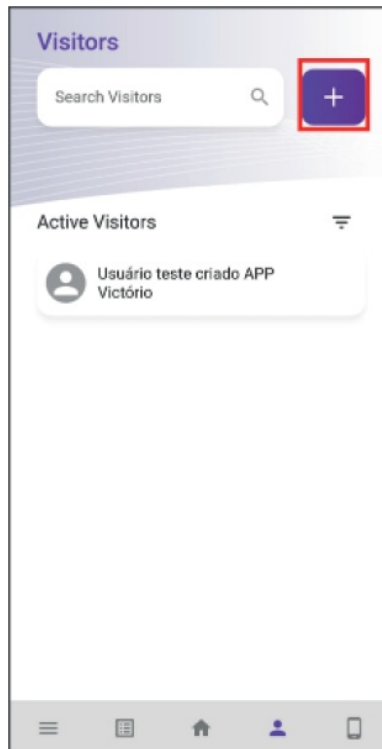
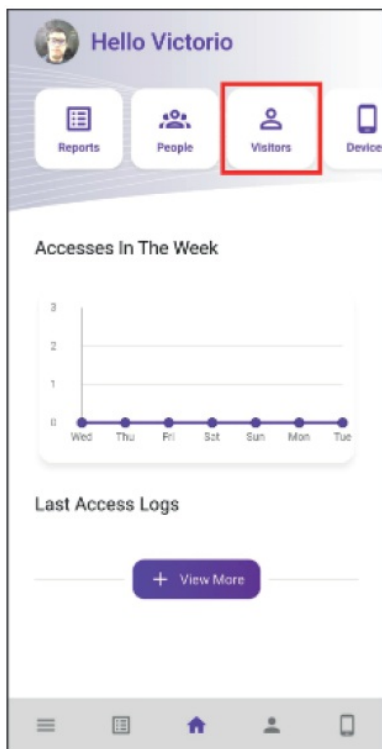
## Users

- To manage users, after logging in to your account, in the Dashboard overview, click on “People”.
- This will show you a list of all the users enrolled in the system. To enroll a new user, click on the “+” sign and enter all the relevant information.
- You can also enroll a photo of the user (either by taking a picture with your phone or by selecting a picture from the gallery) that will be used for facial identification, in case you have connected faces.



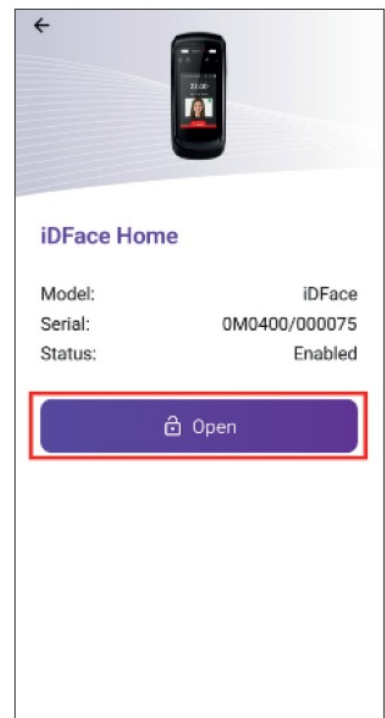
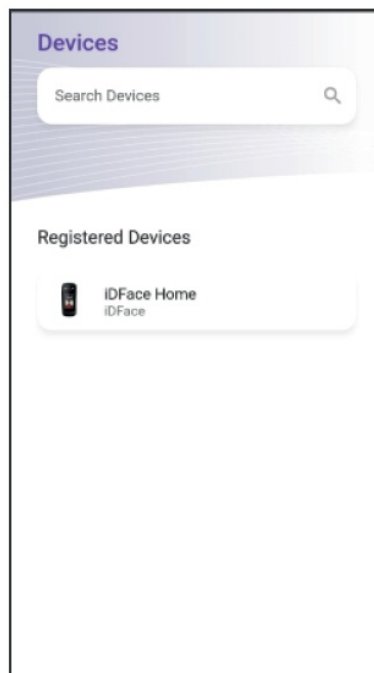
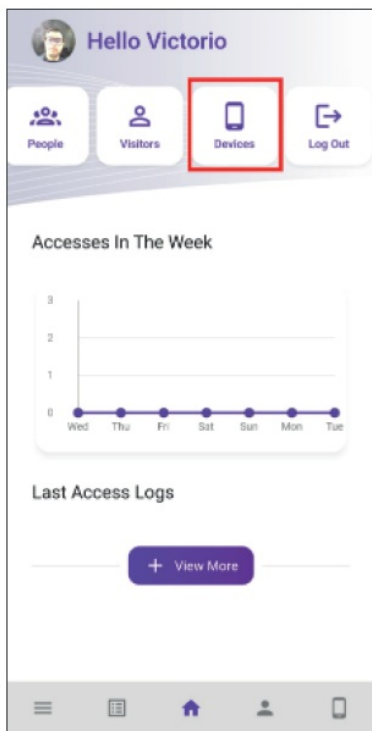
## Visitors

- Just like with Users, you can also add/remove and manage enrolled Visitors.
- To enroll a new visitor, click on the “+” sign and enter all the relevant information. You can also enroll a photo of the user (either by taking a picture with your phone or by selecting a picture from the gallery) that will be used for facial identification, in case you have connected faces. In the bottom part of the enrollment page, you'll be able to set up the time frame in which this new visitor will have access (“Access period”).



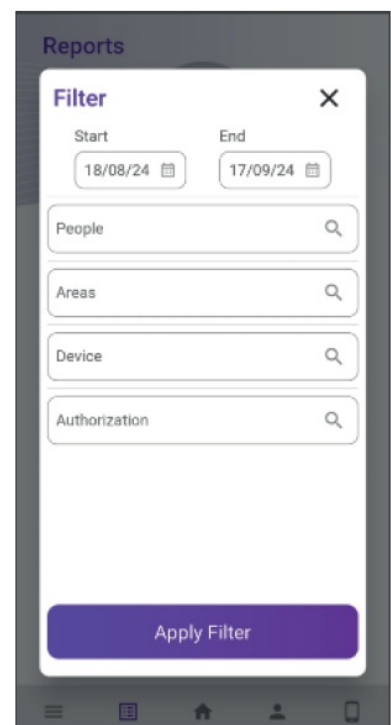
## Devices

To manage devices connected to the software, on the Dashboard page, click on “Devices”. This will take you to a screen with all the devices, and by clicking on any device, you'll be able to see a small description (Model, Serial Number, and Status) and even remotely open the door.



## Reports

To generate reports from the app, from the Dashboard overview, click on “Reports” and choose the type of report you want to see and later generate. You can customize the report by adding different Filters directly from the APP.



## Documents / Resources



	<p><a href="#">Control ID iD Secure Cloud Software</a> [pdf] User Guide</p> <p>iD Secure Cloud Software, Cloud Software, Software</p>
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References

- [iD Control iD | iD Secure](#)
- [User Manual](#)

[Manuals+](#), [Privacy Policy](#)

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