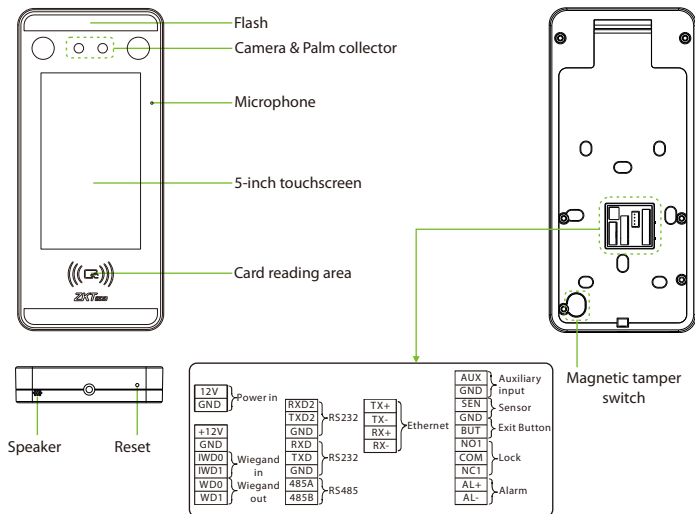


Quick Start Guide

MiniAC Plus

Version: 1.1

Overview



Installation Environment

Please refer to the following recommendations for installation.



INDOOR USE



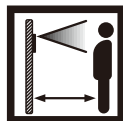
KEEP DISTANCE



AVOID GLASS
REFRACTION

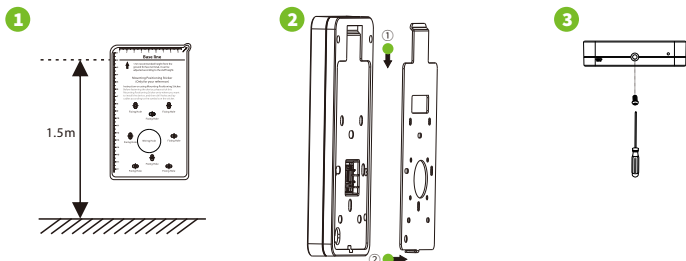


AVOID DIRECT
SUNLIGHT
AND EXPOSURE



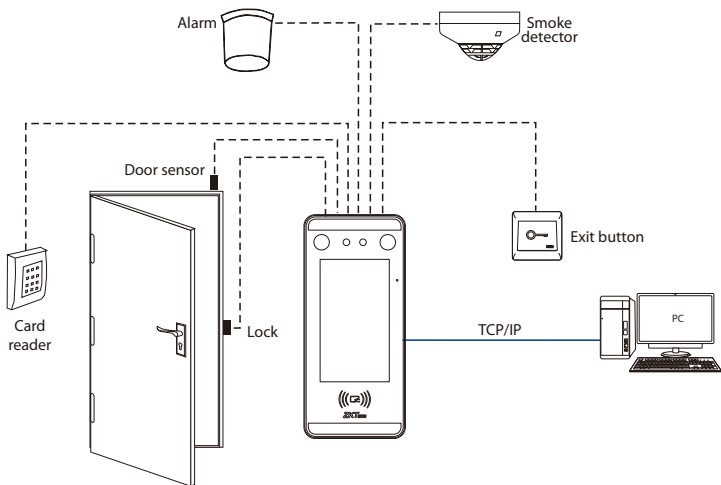
KEEP EFFECTIVE
DISTANCE
0.3-2m

Device Installation

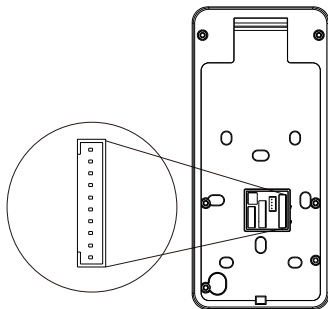
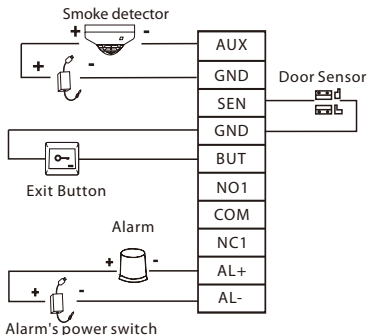


- ① Attach the mounting template sticker to the wall, and drill holes according to the mounting paper. Fix the back plate on the wall using wall mounting screws.
- ② Attach the device to the back plate.
- ③ Fasten the device to the back plate with a security screw.

Standalone Installation



Door Sensor, Exit Button & Alarm Connection



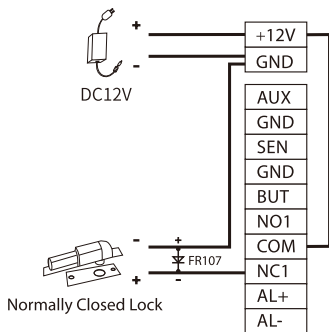
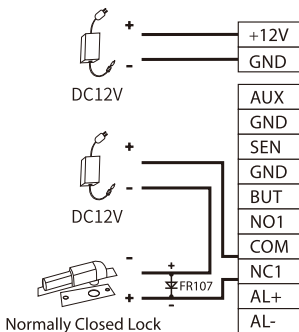
Lock Relay Connection

The system supports Normally Opened Lock and Normally Closed Lock.

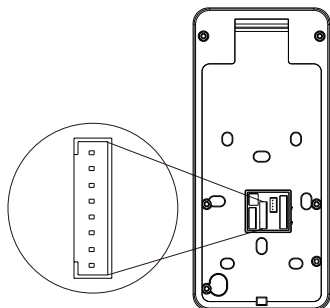
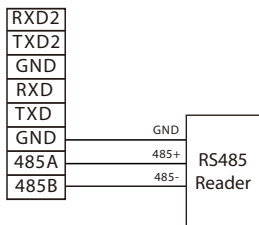
The NO LOCK (normally opened at power on) is connected with 'NO1' and 'COM' terminals, and the NC LOCK (normally closed at power on) is connected with 'NC1' and 'COM' terminals. Take NC Lock as an example below:

1) Device not sharing power with the lock

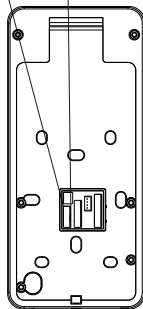
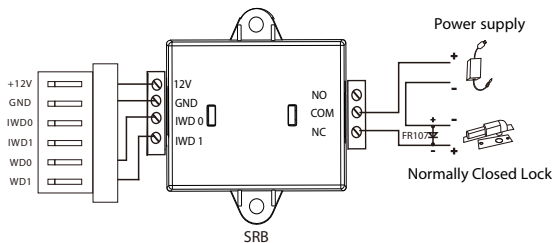
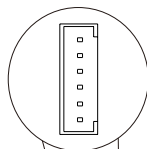
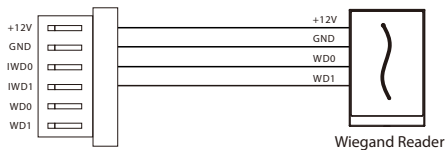
2) Device sharing power with the lock



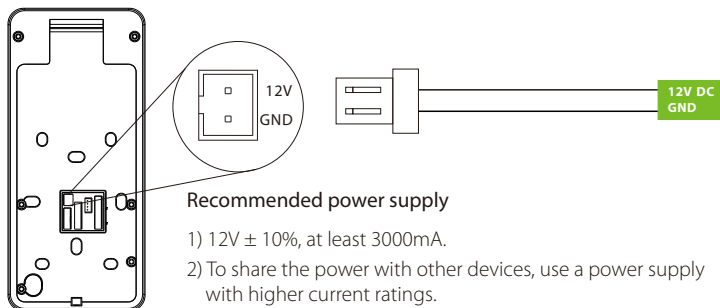
RS485 Connection



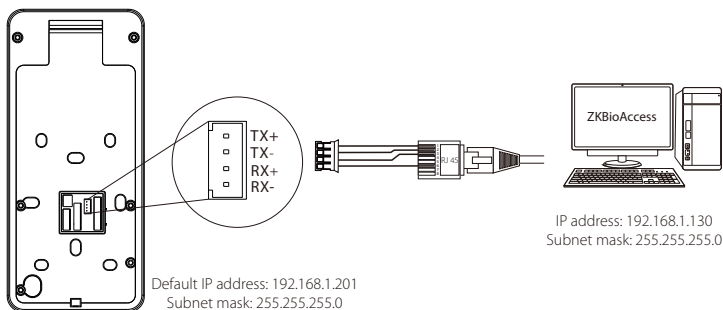
Wiegand Reader/SRB Connection



Power Connection



Ethernet Connection



Click [COMM.] > [Ethernet] > [IP Address] , input the IP address and click [OK].

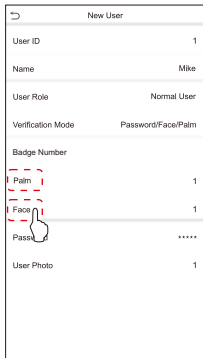
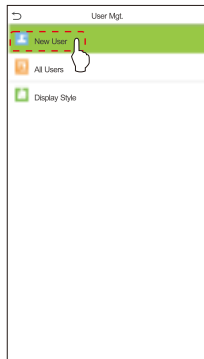
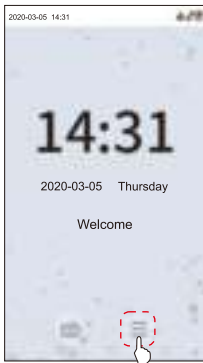
Note: In LAN, IP addresses of the server (PC) and the device must be in the same network segment when connecting to ZKBioAccess software.

User Registration

When there is no super administrator set in the device, click on  to enter the menu. After setting the super administrator, the system will request for the administrator's verification before entering the menu. For the security purpose, it is recommended to register a super administrator at the first time you use the device.

Method1: Register on the device

Click on  > [User Mgt.] > [New User] to register a new user. Settings include entering user ID and name, registering a face, palm, password, badge and user photo, setting user role and access control role.

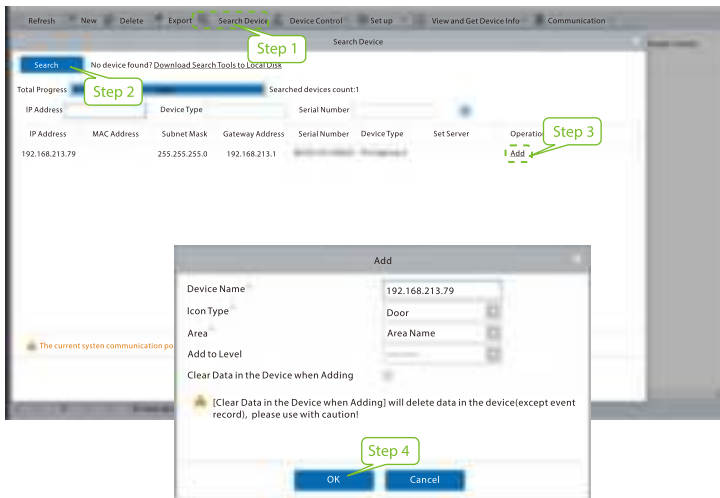


Method2: Register on ZKBioAccess software

Please set the IP address and cloud service server address on the device.

1. Click **[Access] > [Access Device] > [Device] > [Search Device]** to add the device to the software.

When the device has set the server address and port, it can be added automatically.



2. Click **[Personnel] > [Person] > [New]** to register users in the software.

3. Add users to access levels.

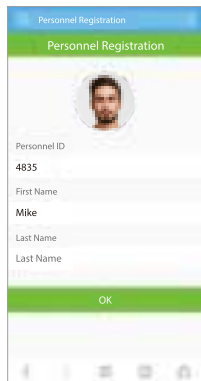
4. Click **[Access] > [Device] > [Device Control] > [Synchronize All Data to Devices]**.

For more details, please refer to the ZKBioAccess User Manual.

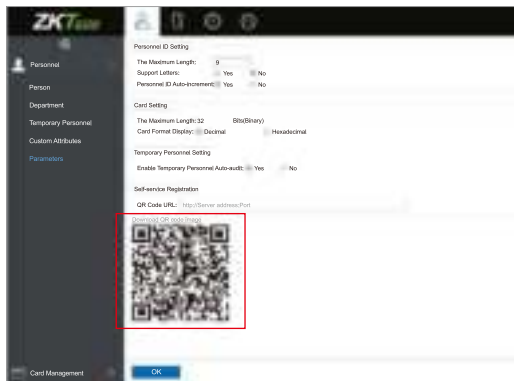
Method3: Register on the phone

Once ZKBioAccess software installation, users could enroll face via browser application on their own mobile phone.

1. Click **[Personnel]** > **[Parameters]**, input "http://Server address:Port" in the QR Code UGL bar. The software will automatically generates a QR code. Scan the QR code or login onto "http://Server address:Port/app/v1/adreg" by the mobile phone to register users.



The image shows a mobile application interface for "Personnel Registration". At the top, there's a header with the title "Personnel Registration". Below it, a circular profile picture of a man is displayed. Underneath the photo, the text "Personnel ID" is followed by the value "4835". Below that, the text "First Name" is followed by the value "Mike". Further down, the text "Last Name" is followed by the value "Mike". At the bottom of the form, there is a green button labeled "OK".



The image shows a web interface for "ZKTeco" parameters. On the left, there's a sidebar menu with options: "Personnel", "Person", "Department", "Temporary Personnel", "Custom Attributes", and "Parameters" (which is highlighted). The main content area is titled "Parameters" and contains several settings sections: "Personnel ID Setting" (The Maximum Length: 9, Support Letters: Yes/No, Personnel ID Auto-Increment: Yes/No), "Card Setting" (The Maximum Length: 32, Card Format Display: Decimal/Hexadecimal), "Temporary Personnel Setting" (Enable Temporary Personnel Auto-audit: Yes/No), and "Self-service Registration" (QR Code URL: http://Server address:Port). A red box highlights a QR code labeled "Download QR code image". At the bottom, there is a blue button labeled "OK".

2. The users will display in **[Personnel]** > **[Temporary Personnel]**, click **[Review]**.



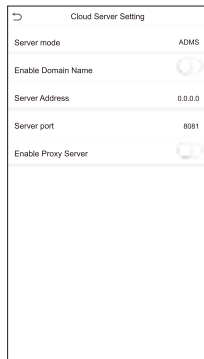
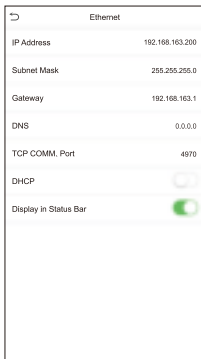
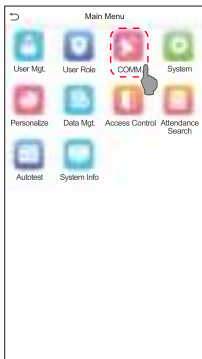
The image shows a web interface for "ZKTeco" personnel management. At the top, there's a header with the title "Personnel" and a user greeting "Welcome, admin". Below the header, there's a sidebar menu with options: "Personnel", "Person", "Department", "Temporary Personnel", "Custom Attributes", and "Parameters". The main content area is titled "Personnel" and contains a table of personnel data. The table has columns: "Personnel ID", "First Name", "Last Name", "Mobile Phone", "Status", "Create Time", and "Operations". The table contains one row of data for a user with ID "4835" and name "Mike". Below the table, there's a footer with pagination information: "1-1", "30 rows per page", "Jump To: 1", and "Total of 0 records".

Personnel ID	First Name	Last Name	Mobile Phone	Status	Create Time	Operations
4835	Mike					Delete

Ethernet and Cloud Server Settings

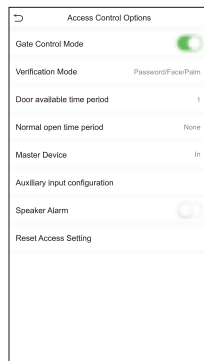
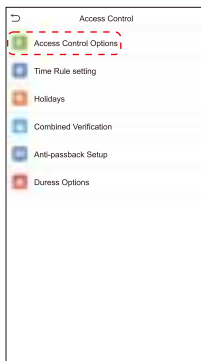
Click on  > [COMM.] > [Ethernet] to set the network parameters. If the TCP/IP communication of the device is successful, the icon  will be displayed in the upper right corner of the standby interface.

Click on  > [COMM.] > [Cloud Server Setting] to set the server address and server port, that is, the IP address and port number of the server after the software is installed. If the device communicates with the server successfully, the icon  will be displayed in the upper right corner of the standby interface.



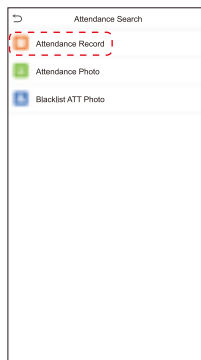
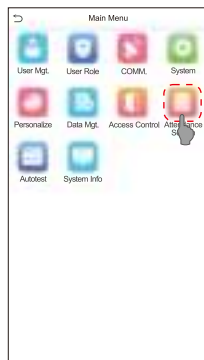
Access Control Settings

Click on  > [Access Control] to enter the access control management interface and set relevant parameters of access control.



Records Query

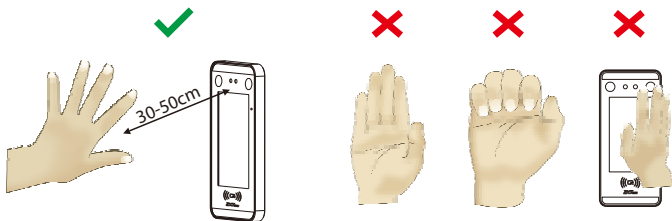
Click on  > **[Attendance Search]** > **[Attendance Record]** to enter the records query interface, input the user ID and select the time range, the corresponding attendance logs will be displayed.



Personal Record Search

Date	User ID	Access records
03-03		Number of Records:04
	4	11:25
	2	11:25 11:22
	3	11:25
03-04		Number of Records:04
	1	11:29
	3	11:29 11:21
	2	11:28
	4	11:28
03-05		Number of Records:04
	1	11:27
	4	11:27
	3	11:27
	2	11:27

Note for Palm Registration and Verification



Notes:

1. Place your palm within **30-50cm** of the device.
2. Place your palm in the palm collection area, such that the palm is placed parallel to the device.
3. Make sure to keep space between your fingers.

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