



# SHENZHEN AI20 Dynamic Face Recognition Terminal User Guide

[Home](#) » [Shenzhen](#) » SHENZHEN AI20 Dynamic Face Recognition Terminal User Guide 



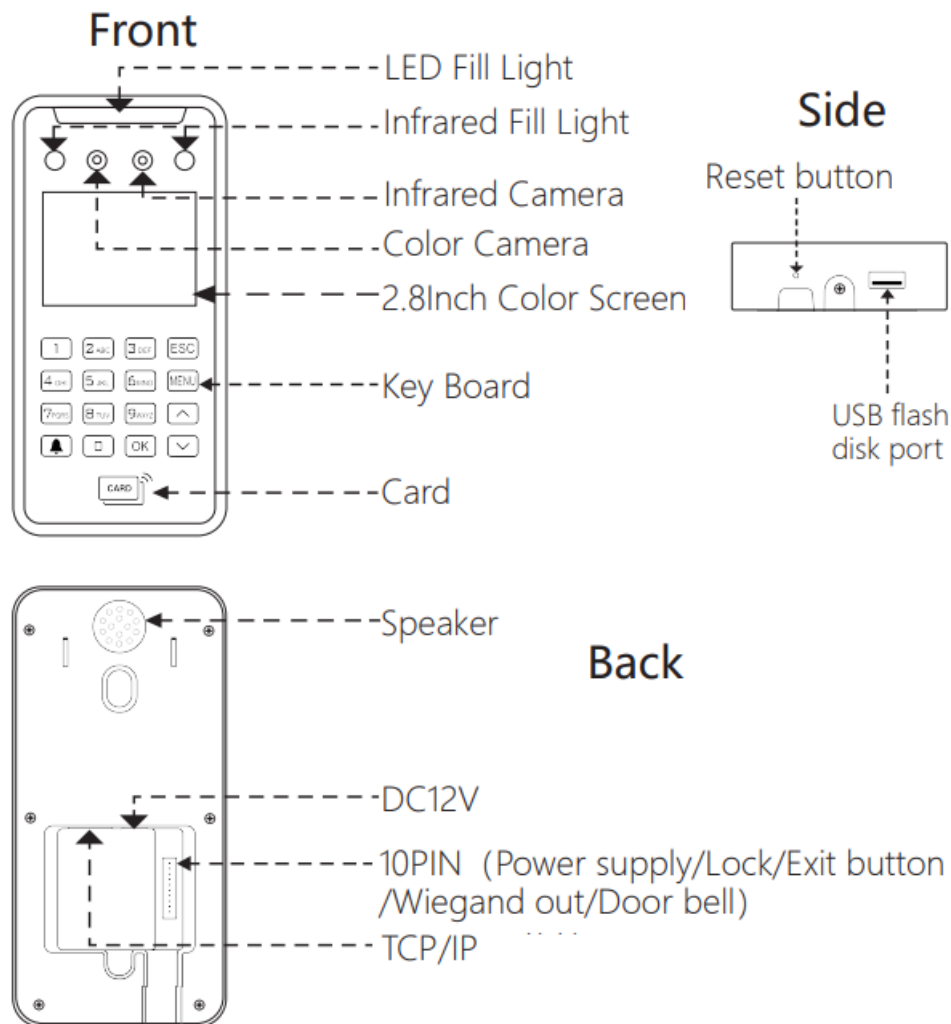
## SHENZHEN

AI Dynamic Face Recognition  
Terminal quick guide

### Contents

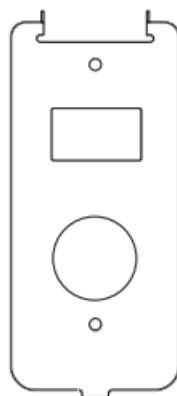
- [1 Appearance Display](#)
- [2 Wall Mount Installation](#)
- [3 Attention](#)
- [4 User Management](#)
- [5 Download and upload user information](#)
- [6 Time Attendance Management](#)
- [7 Report](#)
- [8 System settings](#)
- [9 Access control management](#)
- [10 Data management](#)
- [11 Communication](#)
- [12 Schematic Diagram of Access Control Wiring](#)
- [13 T9 Input Method](#)
- [14 Documents / Resources](#)

### Appearance Display



## Wall Mount Installation

1. The recommended installation location is 130cm from the lowest point of the device to the ground (a suitable height can be identified according to the actual situation).
2. Disassemble rear hanging plate and attach it to the wall to select the suitable installation position, then make a mark.
3. Drilling on wall according to the marked position.
4. Fix the rear hanging plate on the wall.
5. Install the device on the rear hanging plate and fix it, then power it up.

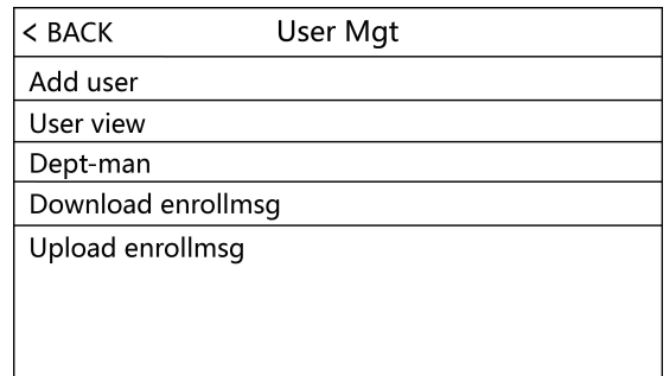
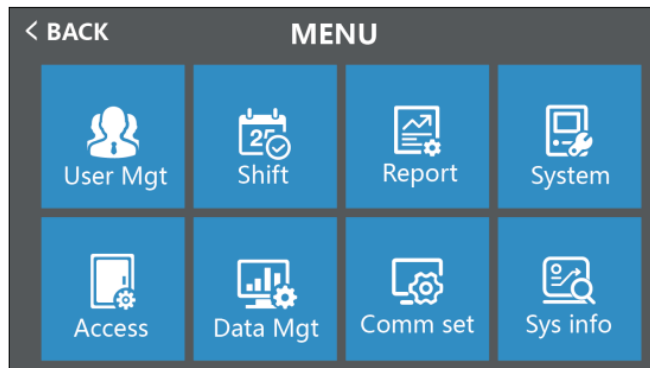


Wall mounted installation

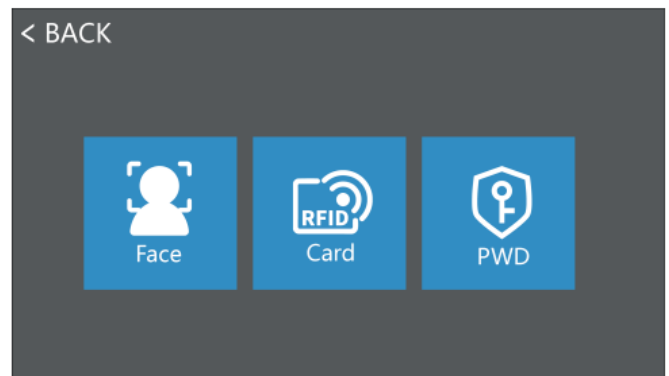
## Attention

1. Do not operate with power during installation.
2. When connecting electric lock 12V/2A power supply is recommended .
3. Do not install the device in direct sunlight or in a humid place.
4. Please read the wiring diagram of access control, and wire it according to the rules strictly.
5. On the situation that static electricity is a bit heavy, please connect ground wire first and then connect other wires, which can protect the device from damaging in static electricity.

## User Management



The screenshot shows an 'Add user' screen with a dark header containing '< BACK' and 'Add user'. Below the header are three input fields: 'ID' with the value '4', 'Name', and 'Dept'. At the bottom is a button labeled 'Add user'.



Press MENU > User Mgt > Add user , when there is a registered admin, After passing the verification of admin then the menu can be entered

ID When registering, each user can only have one unique 'ID'.

Name Input edit name by T9 input method.

Face Gaze at the camera to complete the face registration.



**Note:** Please stand directly in front of the device, face the camera, and keep the entire face displayed in the frame, In order to maintain a good face recognition effect. The following picture is for your reference

**Password** An ID can only register one password. After clicking the password icon, enter the password to be set and then press ok to confirm the password again.

**Password Verification** Enter the user id, press the 'OK', enter the password, and press the 'OK'

**Card** Each user can only register one card.

**User View** You can quickly locate the user you want to edit by Find or Find Name at the top of the page.

1. Edit user information: Select user you want to edit, you can change any information in this page except 'user ID'
2. Delete user: Select user you want to edit→Delete
3. Advanced setup Set user shift settings and access control settings on

**Advanced setup menu**

**Department** Set the department that user belongs to

**Privilege** User and Admin and Super. user can be selected

**User** :If there is Admin in this device, user is not allow to access into menu

**Admin** : The manager of this device. Only admin has permission to access into menu.

**Super.user** : Only when there is Admin in device, then can enroll Super. user, but Super. user can only operate part of menu, such as register users

## Download and upload user information

Press MENU > User Mgt > Download enrollmsg ,insert U-disk in device to download, 3 files will be exported as below:

1. User data file (AFP\_001.dat): It can be used to synchronized users between devices, and '001' represents device ID
2. User's enrolled photo(EnrollPhoto)
3. User information Excel sheet(Staff ) Users can edit it in PC then upload back to device, please refer to below picture:

Staff												
Note:A, Enroll number: only fill in the number (maximum of 8) required. B, Name: up to 48 words. C, Department: up to 48 words. D, Shift: 0~8. E, Admin :0 or not filled: user, 1: admin. F,Fingerprint, Face: no need to fill in. G, Password: up to 8 digi												
ID	Name	Dept.	Shift	Admin	Face	PWD	Card	Lock timezone	GRP	Birthdate	Start:	End:
1	Jenny		0	0		123	3653177	0	0			
2	Sophie		0	0		0	0	0	0			

Fill in personnel information according to the prompt of form header. As for "Shift" item, it is the editing shift number in the time attendance setting. When complete the editing. Directly Click Save , and save the edited file into U- disk. After editing shift form , press MENU > User Mgt ,then insert U-disk, click Upload enrollmsg and transmit the edited user information to device.

Remark: For Lock Time zone, start time and end time, Pls refer to Chapter 9 Access

## Time Attendance Management

This chapter is used for setting shifts and attendance rules

1. Attendance Rule

Press MENU > Shift > Atten rules

Item	Meaning
Re verify	Check if users make punch repeatedly within this range, if records interval is less than this value, records won't be stored
Log Warning	When rest available storage capacity is less than this value, device will alarm
Save Photo	If select 'Yes', when device connect to software, captured photo when users verify face can be shown in software
Stranger Photo	If select 'Yes', and enable 'save photo', when device connect to software, captured photo when strangers verify face can be shown in software
Default Shift	Set default shift, when you add users, they will apply this default shift
Excel Pwd	Set password for attendance report
Late time	When user's late arrival time exceeds *** mins , then it is counted as late arrival.
Lea time	When user's early leave time exceeds *** mins , then it is counted as early leave.

## 2. Edit Shift

Download Shift Press MENU > Shift > Atten rules , then insert U-disk. Click Download Shift , then you can download shift arrangement in excel form, Also you can edit the form on PC. Pls refer to below picture:

Shift											
Note: A, shift name: up to 48 words. B. Section type: 0: normal attendance.1: overtime. C. cut off time: if the punch before the cut off time ,it will calculate as the previous day											
NO.	Name	Sec1			Sec2			Sec3			CutoffTime:
		IN	OUT	Sec_type	IN	OUT	Sec_type	IN	OUT	Sec_type	
1	Day Shift	08:30	12:00	0	13:30	18:00	0	18:30	21:00	1	00:00
2	Night Shift	22:00	06:00	0							07:00

Edit shift arrangement according to the prompts of form header. Maximum 8 shifts can be set. Click Save after editing and save the file into U-disk.

## Note:

- Attendance time must be in the format of time, and attendance type must be in the format of digits. So when you handle the setting, pls pay attention that the input method is in English half-angle status. Checking Method: For example, when you input 10:30, double click this cell, then software will automatically turn the digits into 10:30:00.
- If you set the shift of cross time, then the Clock-in before the cross time will be counted as the record of previous day. And shift should start after the cross time.  
For example:

Shift											
Note: A, shift name: up to 48 words. B. Section type: 0: normal attendance.1: overtime. C. cut off time: if the punch before the cut off time ,it will calculate as the previous day											
NO.	Name	Sec1			Sec2			Sec3			CutoffTime:
		IN	OUT	Sec_type	IN	OUT	Sec_type	IN	OUT	Sec_type	
1	Shift1	23:00	08:00	0							09:00

Cross time is set at 09:00am. Then shift should start after 09:00, and Clock-in record before 09:00am on Tuesday should be counted as the record of Monday.

- If you don't need to clock at noon, combine the two sections into one .

For example: 08 30-12 00 13 30-17 50,it can be set to section 1: 08 30-17 50

- Time Skip setting is not allowed. For example, When you complete the setting of Section 1, you cannot skip Section 2 and get to set Section 3. Upload shift After editing, insert U-disk and click Upload Shift , then you can upload the edited shift arrangements into device.

## Report

Press MENU > Report , Insert U-disk, and input the start and end time that you need to check. Click "OK"to download the report. The report includes original record sheet(Original Record), attendance list(Schedule)and summary sheet (Summary Report).

**Original Record** You can check all users' attendance records in the sheet. Pls refer to below picture:

Original record																															
Date:2019-8-1~2019-8-31																															
ID:1 Name:Lucas Dept.:Office Shift:Day Shift																															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	08:25	
12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	12:03	
13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	13:26	
18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	18:06	
▶   Original record   schedule   Summary Report																															

Schedule Attendance machine can automatically analysis the clock-in and clock-out data, and transmit these data in EXCEL file to the U disk. Format as below:

(Remark: Red text indicates that the attendance is abnormal, such as late, early leave. Blue means overtime)

schedule												
ID:1		Name:Lucas										
Dept.:Office		Shift:Day Shift									Date:2019-8-1~2019-8-31	
Date	week	Sec1		Sec2		Sec3		Work hours		OT hours	Late minutes	Leave minutes
		IN	OUT	IN	OUT	IN	OUT	Normal	Actual			
8-1	THU	08:25	12:03	13:26	18:06	18:06		8	8	0	0	0

Summary Report It is a Statistics display of employee attendance for one month

Summary Report											
Date: 2019-8-1~2019-8-31											
ID	Name	Dept.	Work hours		Late minutes		Leave minutes		OT hours		Truancy
			Normal	Actual	TIMES		Minutes	TIMES	Minutes	Normal	
1	Lucas	Office	248.0	248					77.5	31.0/31.0	0

## System settings

Press MENU > System

### Device Setup

Item	Meaning
Time	Set device time
Time fmt	24H and 12H format can be selected
Date fmt	Select different date format
Language	Change device displayed language
Voice	Set the volume of speaker
Screen Idle	How long does it take to enter screen saver when the main Interface is not operating
bio-assay	Verify that the user is a live person instead of photo.

### Advanced setup

Item	Meaning	
Max Admin	Set the maximum number of device admin	
Verify Mode	FA/C/P	No matter what kind of verification method can be verified
	Others	Need to verify two verification methods together
Visitor QRCode	Whether enable scanning QRcode function or not. Connect device to our cloud software and generate QRCode then verify it in device	
1:N Identify	Set the threshold of face recognition	
Live threshold	When enable 'bio-assay', the threshold of face recognition	
Testing	Check whether the camera is normal	
Firmware upgrade	Insert U-disk (FAT32 format) to do device firmware upgrade	

## Access control management

Press MENU > Access

### Access

Item	Meaning
OD delay	Set the time between lock relay effective and the state of resume normal.
Users	Set the number of user required to open the door. For example: set it to 2, only when 2 different users verify at the same time, the door can be opened
Wg output	Define the content of wiegand output, user ID and card number can be selected
Wg format	You can define wiegand port output format. The default format is 34bits, and it can be changed to 26bits

## Timezone settings

### Day timezone

According to the rules and regulations of user's entry and exit, set the daily access time to the corresponding time period. You can totally set 8 groups of day time zones, or week time zones. For example, you can set the time between 6:00am and 8:00am to open the door, and the time between 17:00pm and 19:00pm to open the door. Pls refer to below picture Day Timezone 1 setting. If you want to set the door to be open in all day, pls refer to below picture Day Timezone 2 setting.

Example: Day Timezone 1 setting as below

1	6:00	8:00
2	17:00	19:00
3	0:00	0:00
4	0:00	0:00
5	0:00	0:00

Example: Day Timezone 2 setting as below

1	0:00	23:59
2	0:00	0:00
3	0:00	0:00
5	0:00	0:00
4	0:00	0:00

### 2.2 Week timezone

According to the rules and regulations of user's entry and exit, Set the passage time of each week to the corresponding day time zone. For example, the above-mentioned daily time zone rule(only 6:00am to 8:00am can open the door, and only 17:00pm to 19:00pm can open the door) applies from Monday to Friday, and door can be opened all day on Saturday and Sunday. Pls refer to (Figure 1) for Week Timezone 1:



Week time zone	
MON	1
TUE	1
WED	1
THU	1
FRI	1
S AT	2
SUN	2

Figure 1

Normal open time zone	
MON	1
TUE	1
WED	1
THU	1
FRI	1
S AT	1
SUN	1

Figure 2

Remark In our device, Week Timezone 0 is default to open the door all day. All other time zones are customizable


#### Normal open timezone

According to requirements, Set the passage time of each week to the corresponding day time zone .Example: If the setting is as (Figure 2), Day time 1 applies to every day , then it means the door is kept open between 6:00 am and

#### User access settings

8:00 am and 17:00pm to 19:00pm everyday

Press MENU > User Mgt > User View > select users > Advanced setup to edit T.zone

< BACK		Sophie(1)	
Edit		Advanced setup	
ID	1		Modify Face
Name	Sophie		
Card	202		Delete
PWD	*****		
Privilege	User		

< BACK		Sophie(1)	
Edit		Advanced setup	
Dept			
Shift	No		
T.Zone	No		
Birthday	03/24		
Start:	2000-01-01		
End:	2099-01-01		

## Data management

Press MENU > Data Mgt , Data management consists of 6 modules: Download Glog Download All Glog Clear All Enroll Delete All Glog Initialize Menu Clean Manager.

< BACK Data Mgt
Down GLog
Down all GLog
Clean all enroll
Delete all GLog
Ink Menu
Clean manager

Down Glog New attendance logs saved in device can be downloaded to U-disk, and form a TXT file, eg:'GLG\_001.TXT'

Down All Glog All attendance logs saved in device can be downloaded to U-disk, and form a TXT file, eg:'AGL\_001.TXT'

Clear All Enroll Delete all registration info of all users(include face card and pwd)

Delete All Glog Delete all logs of all users

Initialize Menu Reset device parameter settings, it won't affect user data and records

Clean Manager Clear all manager privileges on the device






## Communication

### Comm set

Press MENU > Comm set

Item	Meaning
Device ID	Set corresponding device No., the default device No. is 1, Please note that the number is related to the communication
Port No.	The default port No. is 5005, For communication connection under LAN






### Server

< BACK	WIFI
Search	
DHCP	否 
IP address	192.168.000.224 
Subnet mask	255.255.255.000 
Gate way	192.168.000.001 
DNSServerIP	008.008.008.008 
MAC Address	38:01:46:17:e5:c7

When using WAN connection, please do corresponding server settings

Item	Meaning
Server Req	Select 'Yes' or 'No', select 'yes' to enable server communication
Use domainNm	Select 'Yes' or 'No'
DomainNm	If you select 'Yes' for 'Use domain Nm', enter the server domain name here
Server IP	If you select 'No' for 'Use domain Nm', enter the server ip address here
SerPortNo	Enter server port number
Heartbeat	Default value is 30s

## Ethernet

< BACK		WIFI	
Search			
DHCP		否 	
IP address		192.168.000.224 	
Subnet mask		255.255.255.000 	
Gate way		192.168.000.001 	
DNSServerIP		008.008.008.008 	
MAC Address		38:01:46:17:e5:c7	

Use Ethernet to connect the device to computer, An example is shown in the figure below:








IP Address: 192.168.1.224  
Subnet Mask: 255.255.255.0  
Gateway: 192.168.1.1



IP Address: 192.168.1.100  
Subnet Mask: 255.255.255.0  
Gateway: 192.168.1.1

## WIFI(Optional)

Click Search to select corresponding wifi hotspot, then input wifi password to connect it.

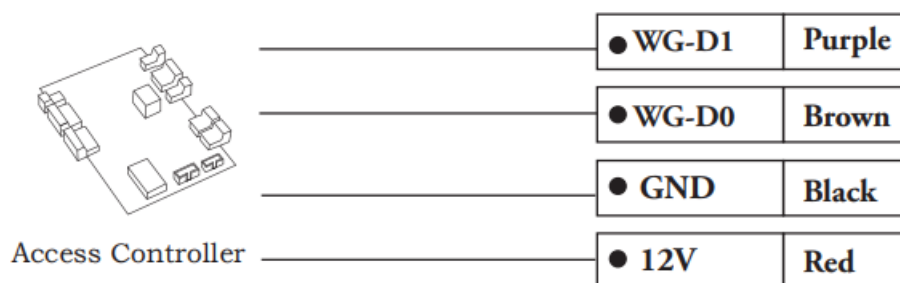
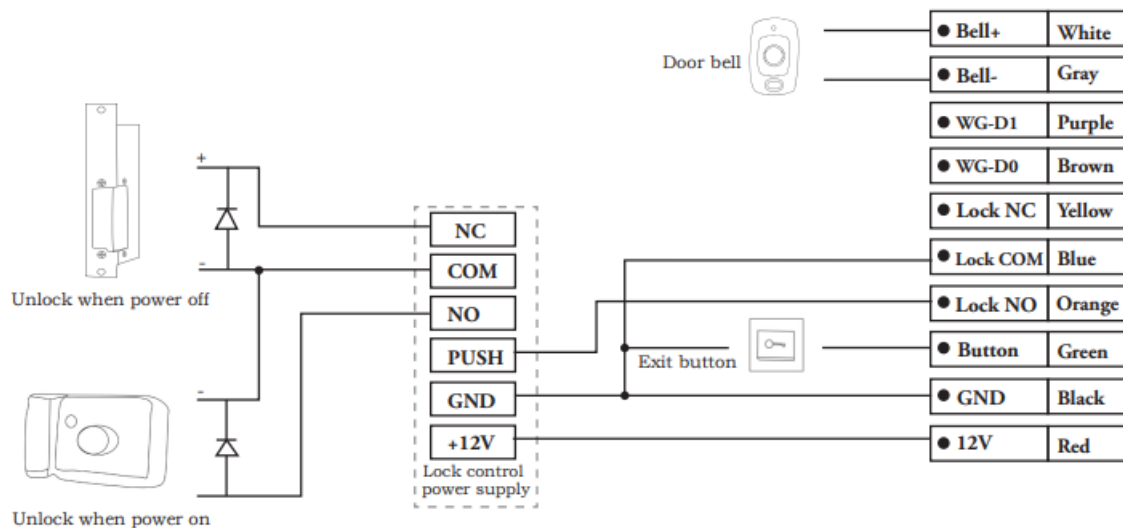
< BACK		WIFI	
Search			
DHCP		否 	
IP address		192.168.000.224 	
Subnet mask		255.255.255.000 	
Gate way		192.168.000.001 	
DNSServerIP		008.008.008.008 	
MAC Address		38:01:46:17:e5:c7	

Schematic Diagram of Access Control Wiring

Schematic diagram of device wiring port

TCP/IP		TCP/IP interface	
White	Bell +	Door bell +	
Gray	Bell –	Door bell –	
Purple	WG_D1	WG 1	
Brown	WG_D0	WG 0	
Yellow	Lock_NC	Normal closed end of the control lock signal	
Blue	Lock_COM	The common end of the control lock signal	
Orange	Lock_NO	Normal opened end of the control lock signal	
Green	Button	Open signal	
Black	GND	GND	
Red	+12V	+12V	

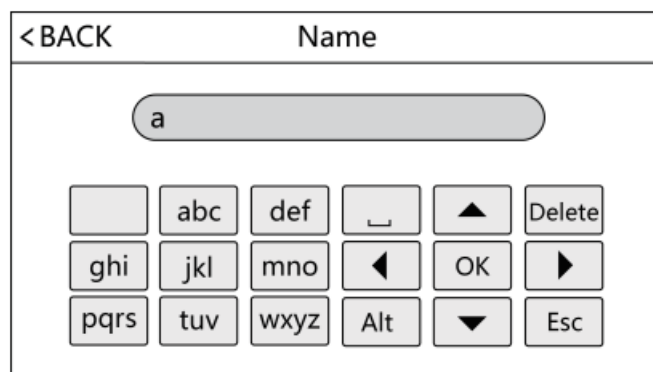
Device connection diagram




## T9 Input Method

Touch 'Alt' to switch capital/small letter or number, after finished, touch 'Ok' to save it

**How to input punctuation:** when the input method is in capital/small letter state, continuous click ' ' to select what you want to input. The first one is space, the second is dot and so on .



## Documents / Resources

	<p><a href="#">SHENZHEN AI20 Dynamic Face Recognition Terminal</a> [pdf] User Guide</p> <p>AI20 Dynamic Face Recognition Terminal, AI20, Dynamic Face Recognition Terminal, Face Recognition Terminal, Recognition Terminal, Terminal</p>
---	---