# Management

# Management

Calling/Unlock, daily operation.

# **Management Setting Menu**

Management menu for after-installed setup, setting such as Unlock code and Access card is in this setting menu.

When IX850 in standby, tap "Unlock" -> input "9902 + installer password" (by default, installer password is 666666666, input 990166666666)



# 1. Public Unlock Code

## **Chang Public Code**

In "management setting menu" -> "Unlock code setting" -> "Change public unlock code" -> Input current code (1234 by default) -> input new code twice.

### Options

In "Unlock code setting" -> "Options" -> there is below options

Setting 🔂	Unlock code setting 🏠	Options 🏠
Date and time	Options 🕟	Disable code unlock
Language	Change public unlock code	Enable user query
Sip config		
About		
Unlock code setting		
う く <u>1/2</u> >	5	5

#### Disable code unlock

Not allow to use public unlock code to unlock door station.

#### Enable User query

Allow users to check public unlock on monitor.

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# 2. Access Card Management

In "Management setting menu" -> page 2 "Access Cards" Monitor could also manage its own cards. See "Daily Operation Manual"



### Add Card

Tap "add card" in "Access cards" to add access card

Add card	Room 🏠
Room 00990000	By Input
Name	IM00010001 Wilbur
Card ID	IM00010002 Alan
	IM00010003 Corn
Save	IM00010004 Fisher
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#### Room:

Select an online monitor or manual input Room\_Addr.

#### Name:

Manual input card holder's name, as remark

#### Card ID:

Manual input card ID or swipe card in the card reader.

#### Save:

Apply card to door station.

After add all cards, tap "Return" door station will ask to sync card data to other door station, so no need to add again.

Card sync could also do later on the door station.

DS2		
DS3		
🗸 DS4		
	Cumo	

All online door station could sync will show in this menu (door stations in the same building and common door stations), tick door stations needed to be sync, and then tap "Sync".

## View Card

Tap "View Card" in "Access card" to check added cards

View Card	Card List 💮	
Room	00990001 Wilbur 0003652658 20190802	
Name	00990001 Wilbur 00036526223 20190806	
Card ID	00990002 Alan 0003652898 20190902	
Date	00990003 Corn 0003652233 20190809	
Search	00990003 Corn 0003652565 20190809	
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Input search condition, if keep all blank means to show all cards.

#### Room:

Input room number.

#### Name:

Input card holder's name

#### Card ID:

Input fully 10 digits Card ID

#### Date:

Input card create date

Or swipe a card to check.

In the search list, tap "delete" icon on item to delete card, or tap "delete" icon on the title bar to delete all card in the list.

Description for card list:

00990001(Room\_Addr) Wilbur (Card Name) 0003652658(Card ID)20190802(Card create date)

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### **Card Data**

Tap "Card Data" in "Access Card" to sync, backup and restore card data.



Backup to SD:

Backup all card data to SD card

#### Restore from SD:

Restore card data from SD card

#### Sync to device:

Sync all card data to online door station

#### Sync from device:

Sync card data from an online door station

#### **Clear Res data:**

Clear this door station's card data