

# USER MANUAL

## ZKBioSecurity Mobile App

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Manual Version : 1.0

Date : July, 2017

Software Version : ZKBioSecurity 3.0.5.0 or above.

App Version: 1.0.1

# Important Claims

Firstly, thank you for acquiring this product. Before using, please read this manual carefully to understand the App and Server functions better and get the best user experience.

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## **Tips:**

Download and install the App from mobile application stores such as App Store and Google Play.

Requirements:

- iPhone 5 and above & iOS 8+ are applicable.
- Android 4.4+, supporting main models such as MI, Samsung, Meizu, Huawei, VIVO and OPPO are applicable.



Due to the constant renewal of products, the company cannot undertake the actual product in consistence with the information in the document, or any dispute caused by the difference between the actual technical parameters and the information in this document. Please forgive any change without notice.

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# 1 Login

## 1.1 Using and Login the App (For the First Time)

After you download, install, and open the App for the first time, the procedure to login is the following:

1. On the ZKBioSecurity Server, add and register the App client in [System] > [Authority Management] > [Client Register] > [New].

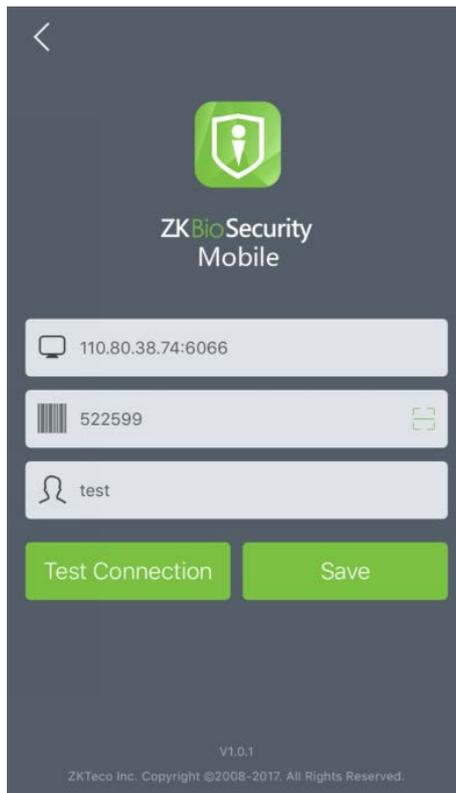
The 'New' dialog box contains the following fields and controls:

- Client Type\***: A dropdown menu with 'APP Client' selected.
- Registration Code\***: A text input field containing '21E936'.
- Buttons**: 'Save and New', 'OK', and 'Cancel'.

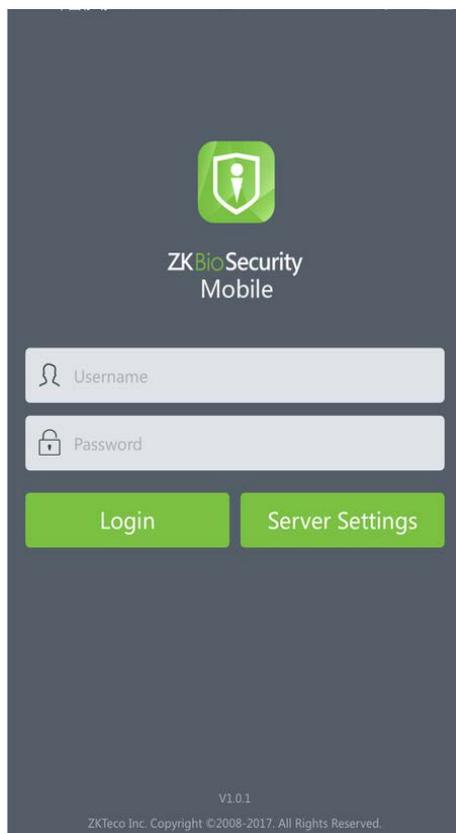
The screenshot shows the 'Authority Management' section of the ZKTeco system. The 'Client Register' option is selected in the left sidebar. The main area displays a table of registered clients with the following data:

Registration Code	Client name	Registration Key	Activation	Activated Date	Created Date	Client Type	Operations
522599	test	DA242730-6CF3	✓	2017-07-25	2017-07-25 10:58:50	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
E63FEF	Candice	ac858ad55ee60c	✓	2017-07-14	2017-07-14 11:48:11	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
1633D0	popy	221b6030bb0d1t	✓	2017-07-14	2017-07-14 11:48:07	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
A5A386	Wilson	beb336d3a5190c	✓	2017-07-14	2017-07-14 11:48:00	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
E89E82	Malaimo	a675b53257f66a	✓	2017-07-14	2017-07-14 11:47:56	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
15D74F	afra	FCFCD449-803F	✓	2017-07-14	2017-07-14 11:47:48	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
03B015	quentin	839db2d4f59e9f4	✓	2017-07-14	2017-07-14 11:42:42	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
0DE1CA	suvan	3be9e73df76554	✓	2017-07-19	2017-07-14 10:48:57	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
C999B6	jimmy	4D07797C-AA9F	✓	2017-07-13	2017-07-13 17:20:45	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>
B390CE	Nick	43C3E9D4-77DF	✓	2017-07-19	2017-07-13 17:13:41	APP Client	<a href="#">Delete</a> <a href="#">Register QR-code</a>

2. On the App login interface, select [Server Settings]. On the [Server Settings] interface, input the IP address and port number of the server. You can also use a domain name. Click the QR code icon to scan the QR code of the new App client on the server. After the verification is successful, input the client name on the App, and click [Test Connection]. After the test is successful, click [Save].

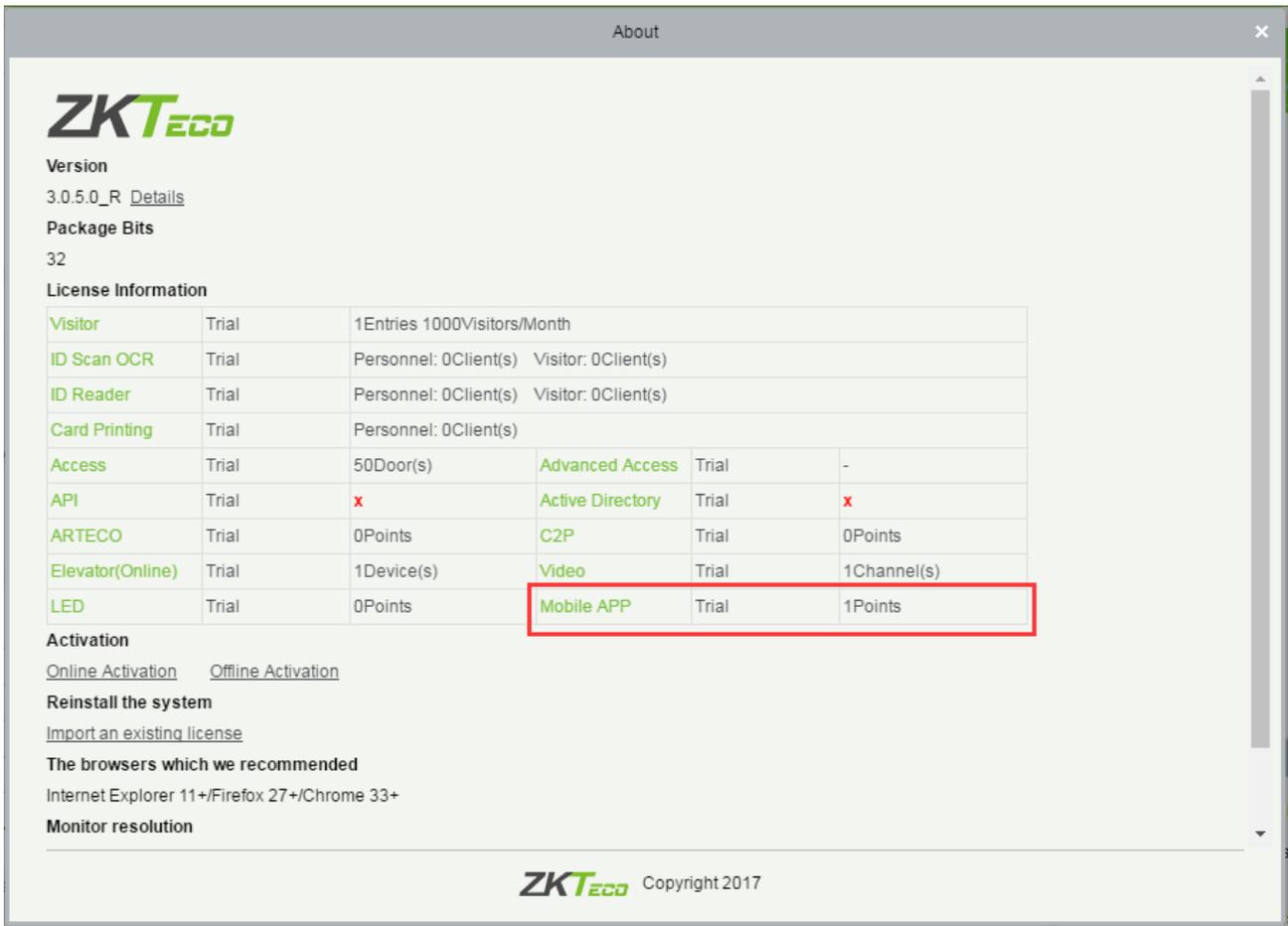


3. Return to the App login interface, input the correct user credentials (username and password) and then click [Login].



Notes:

- 1> The number of App clients (points) to be used is authorized by a license.



2> One registration code equals to one App point and can be used with only one mobile client.

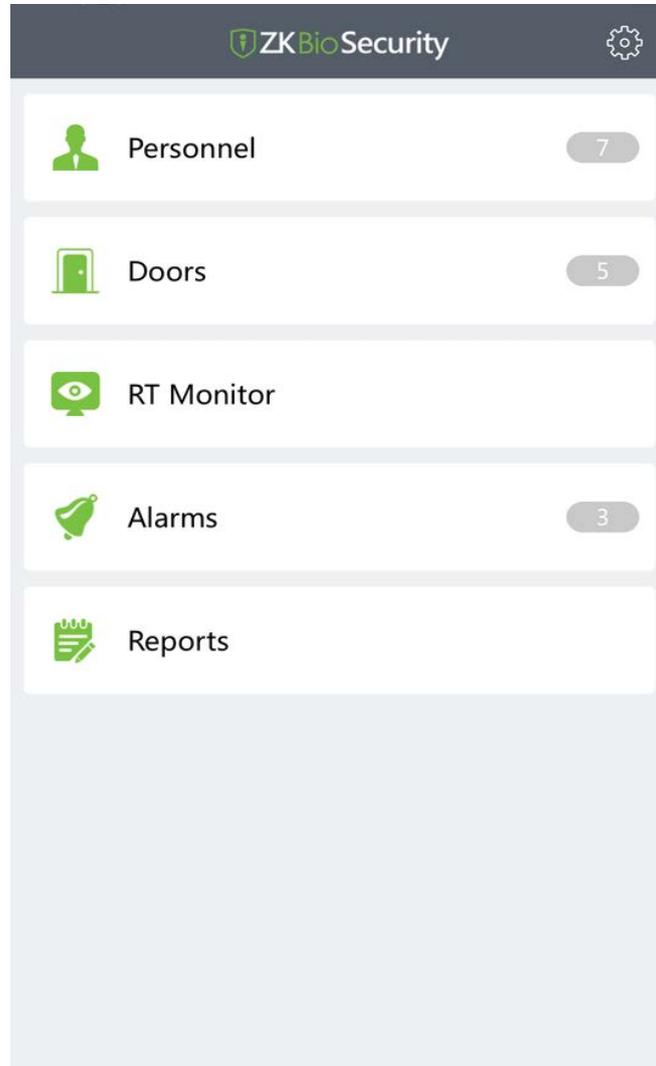
## 1.2 Using and Login the App (Not for the First Time)

When you log in to and use the App not for the first time, the login page retains the server and user name used in the previous login, and you simply need to input the password for login. You can also change the settings on the server to log in with a new user name and a new password.

Note: Server information such as user name and password need verification. You can add, modify or delete a login account, or set account permissions only through the ZKBioSecurity software on the server.

## 2 Main Menu

After you successfully login, you will get to see the main menu interface, as shown in the following figure:



The main menu interface displays all the App functions, including the following:

- ① Personnel (HR administration)
- ② Doors (door management)
- ③ RT Monitor (real time events)
- ④ Alarms
- ⑤ Reports
- ⑥ System Settings (⚙️ at the upper-right corner)

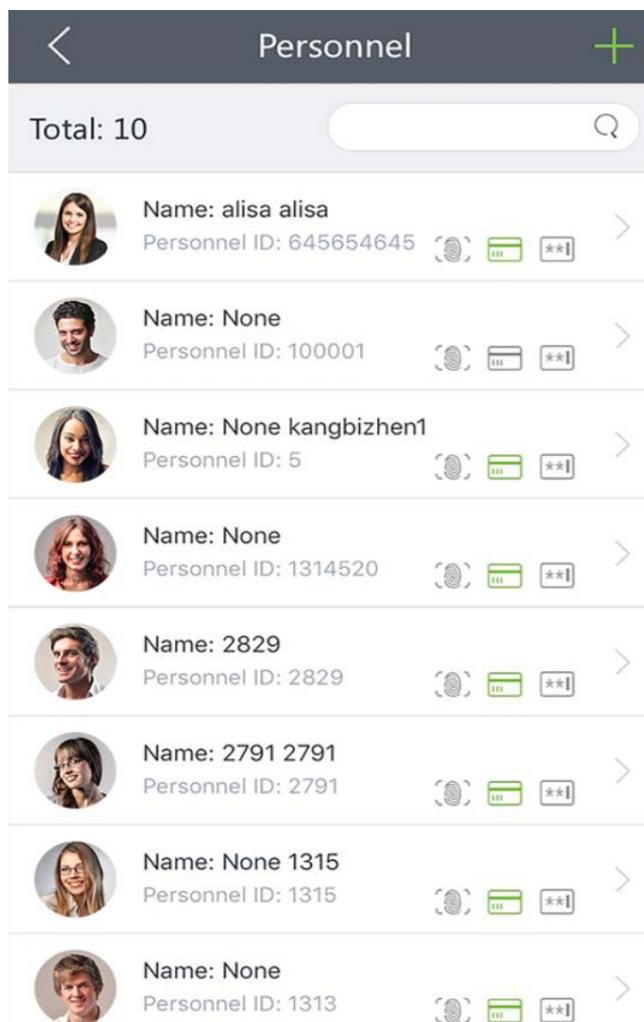
# 3 Personnel

## 3.1 Personnel List

Click [Personnel] on the main menu interface to access the personnel list. This interface shows brief information about all users, including the name, personnel ID, fingerprints, cards, and passwords

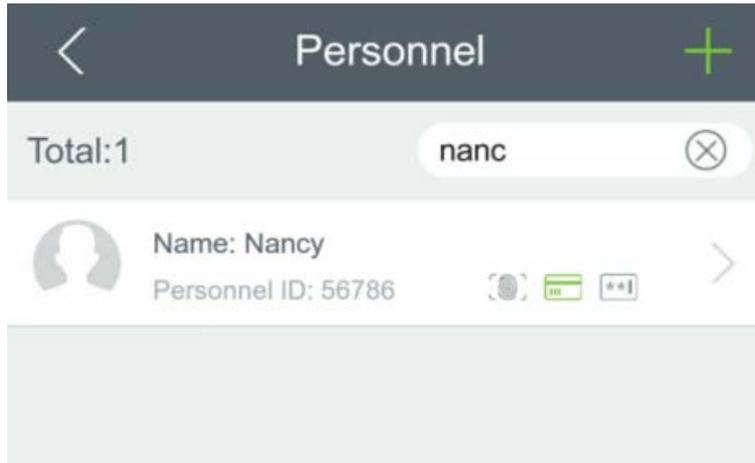
**Note:** Fingerprints, cards, and passwords are distinguished with colors. If any has been registered, will be displayed in green, otherwise, will be displayed in gray.

See the following figure:

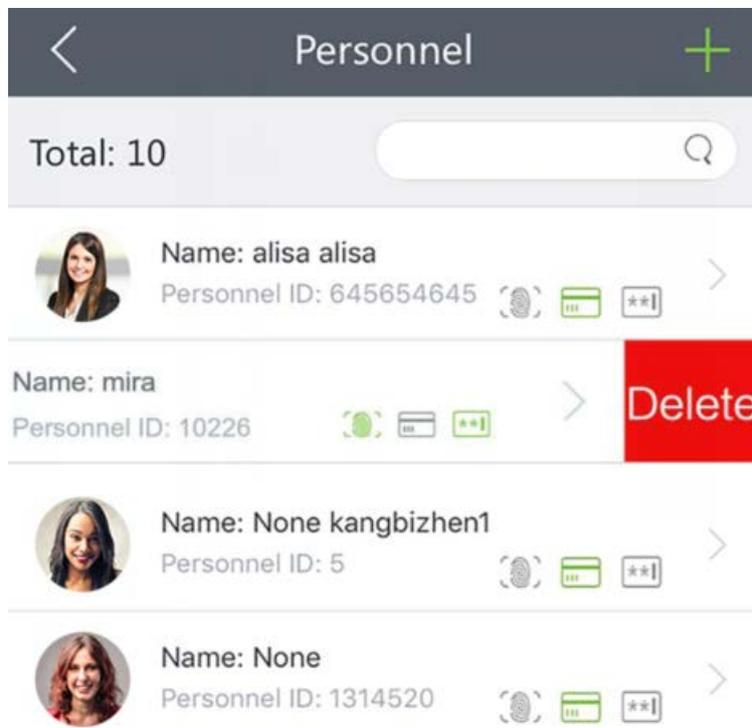


**Personnel Quantity Statistics:** The total number of users is automatically calculated and displayed at the upper-left corner.

**Search Function:** You can search by personnel ID or name (fuzzy search supported). See the following figure:



**Deleting Personnel:** Select the person to be deleted and slide left. The [Delete] button will be displayed, as shown in the following figure:



### 3.2 Personnel Details

On the Personnel interface, you can access the personnel details after selecting a person. The details of the user will be displayed, including personnel ID, name, gender, department, card number, password, mobile number, email, door access level and picture.

- **Editing Personnel Information**

On this interface, you can directly modify the personnel information (except the personnel ID). After modifying, click



on the upper-right corner to save the information to the server, or click



shown in the following figure:

Personnel

King

Personnel ID 10000

First Name King

Last Name

Gender ---

Department General

Card Number

Password

Phone

Email

Access Level Selected

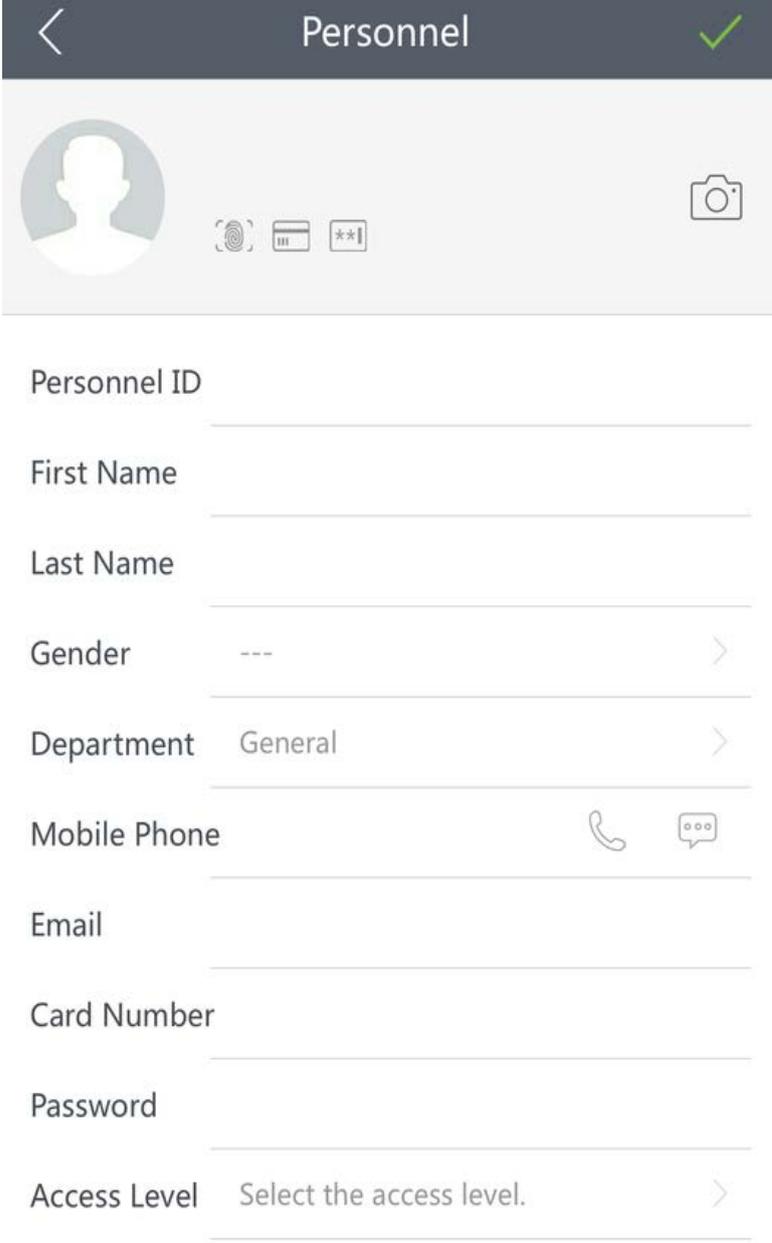
**Changing Picture:** Click the camera button  to take a picture and save it.

**Call and SMS:** Click the   buttons. With certain rights, you can make a call or send a SMS.

**Door Access Level:** It is necessary to previously set door access levels through the software, and then select the access level on this interface.

- **Adding Personnel**

Click the  button at the upper-right corner of the Personnel interface to add a person. This interface is similar to the personnel details. Input the information manually and click  at the upper-right corner for saving or click  at the upper-left corner to return to the personnel list.



The screenshot shows a mobile application interface for adding personnel. At the top, there is a dark header bar with a back arrow on the left, the title "Personnel" in the center, and a green checkmark on the right. Below the header is a light gray section containing a circular profile picture placeholder, three small icons (fingerprint, ID card, and PIN), and a camera icon. The main form consists of several input fields: "Personnel ID", "First Name", "Last Name", "Gender" (with a dropdown arrow), "Department" (with "General" selected and a dropdown arrow), "Mobile Phone" (with a phone and messages icon), "Email", "Card Number", "Password", and "Access Level" (with "Select the access level." and a dropdown arrow).

# 4 Door Management

## 4.1 Doors

Click [Doors] on the main menu to access the [Doors] interface. All the doors information will be displayed on a list, including device and door name, doors quantity and device IP address, as shown in the following figure:



**Door Quantity Statistics:** The total number of current doors is automatically calculated and displayed at the upper-left corner.

**Search Function:** You can search by door name (fuzzy search supported), as shown in the following figure:

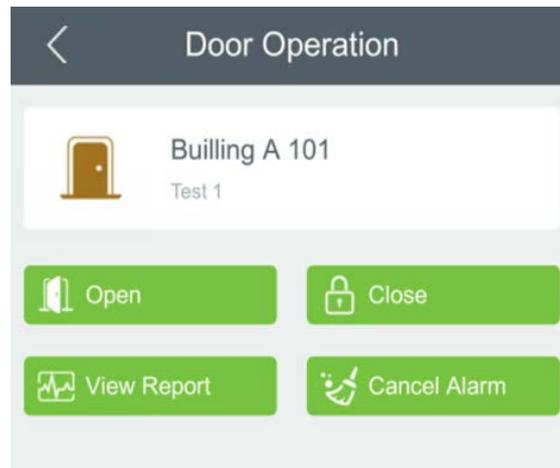


### Icons Description:

	: Indicates the door status is normal.
	: Indicates the door status is abnormal.
	: Indicates the device is disconnected.

## 4.2 Door Operations

On the [Doors] interface, you can click a door to access the [Door Operation] interface. There are four related operations including: Door Open, Door Close, View Report and Cancel Alarm, as shown in the following figure:



**Door Open:** Click  to show the opening time input, and then open the door remotely.

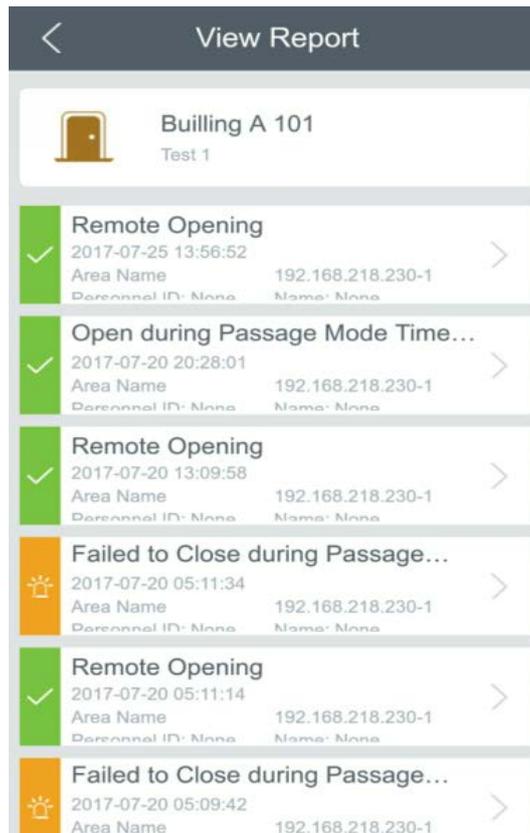
**Door Close:** Click  to close the door remotely.

**Cancel Alarm:** Click  to cancel the related alarms on the current door.

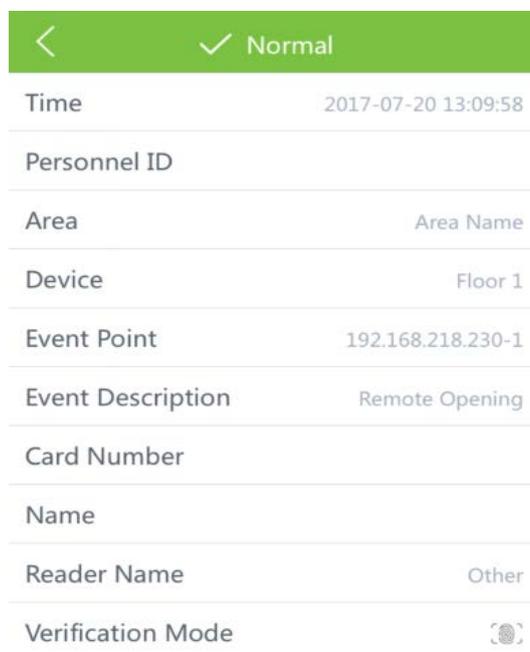
**View Report:** Click  to access the event record list of the door. This interface displays all the related events of the current door obtained from the server. You can view the details by clicking an event record.

**The event record list includes:** Door information, Event type, Door opening time, Area name, Personnel ID, and Name

as shown in the following figure:



**Event details include:** Time, Personnel ID, Area, Device, Event Point, Event Description, Card Number, Name, Reader Name, and Verification Mode as shown in the following figure.



# 5 Real Time Monitoring

## 5.1 RT Monitor

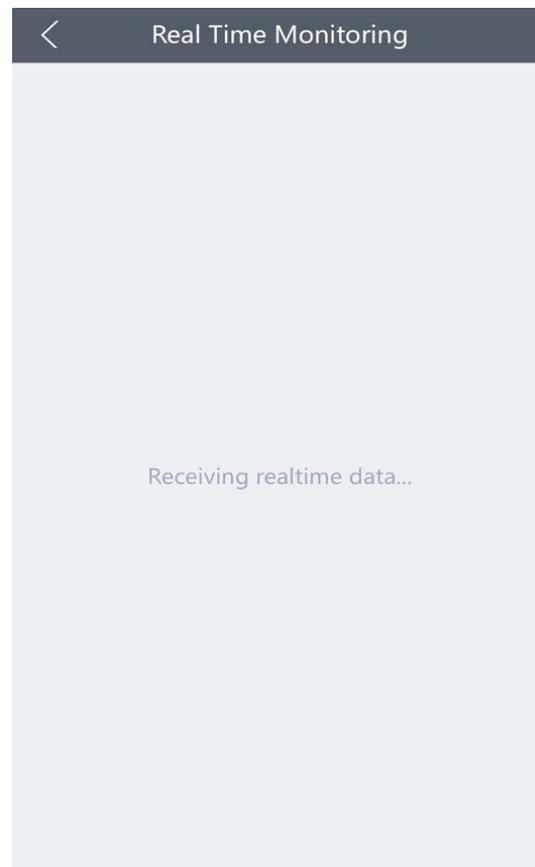
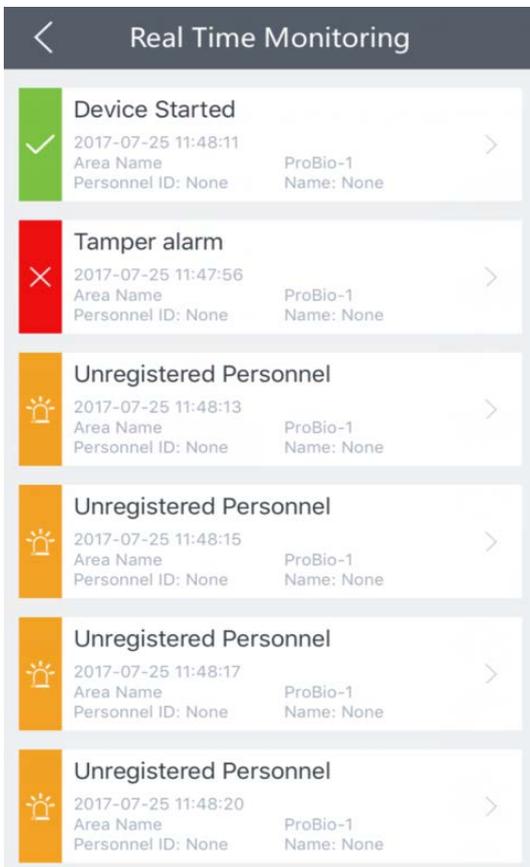
On the main menu, click [RT Monitor] to access [Real Time Monitoring]. On this interface, you can view the real-time event records of all current doors on the server. The event records are classified into three types: normal, abnormal, and alarm.

**Normal Events:** marked with 

**Abnormal Events:** marked with 

**Alarm Events:** marked with 

Note: The message "Receiving real time data" is displayed on the interface when no real-time data exists. This is normal. See the following figure:



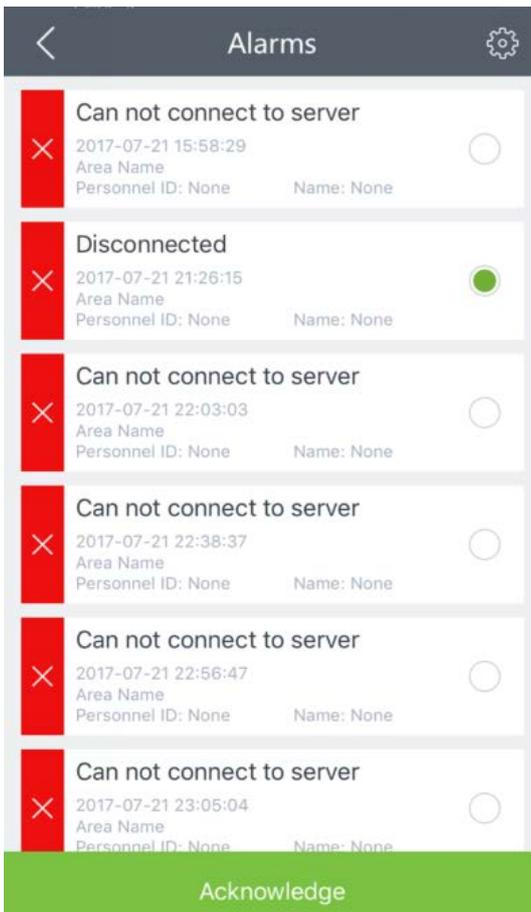
# 6 Alarms

## 6.1 Alarms

On the main menu, click [Alarms] to access the [Alarms] interface. This interface displays all or part of the alarm event records on the server, including:

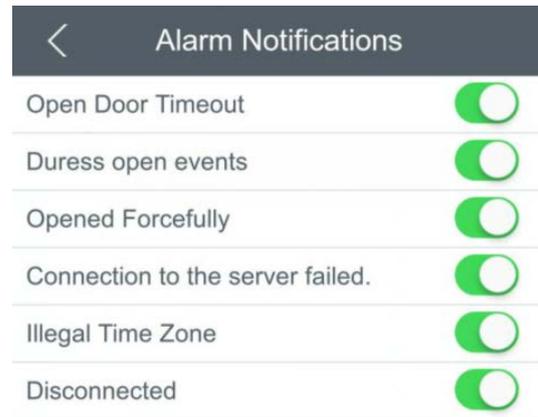
### Alarms

Select an alarm to be acknowledged, and then click [Acknowledge] to cancel the alarm, as shown on the following figure:



### Alarms Notifications

Setting alarm notifications: By default, the Alarms interface shows all alarm events received from the server but you can set to show only selected alarm events. After setting, the App receives only part of alarm events, as shown on the following figure:



# 7 Reports

## 7.1 Reports

On the main menu, click [Reports] to access the [Reports] interface. This interface provides two kinds of report filtering: Filter by Time (filtering event records by time) and Filter by Door (filtering event records by device door), as shown in the following figure.



**Filter by Time:** Click [Filter by Time] to access the main interface. By default, you can filter reports by five kinds of dates: All Events from Today, All Events from Yesterday, All Events from the Last Three Days, All Events from This Week, and All Events from This Month. It is also possible to query reports by customized time. After setting the time condition and time

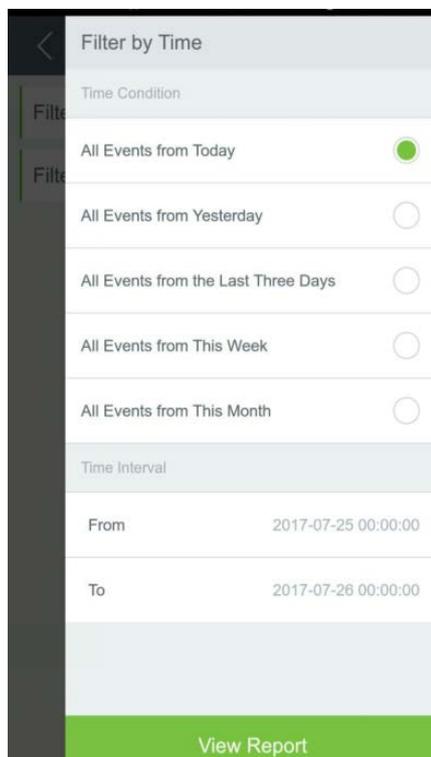


interval, click on

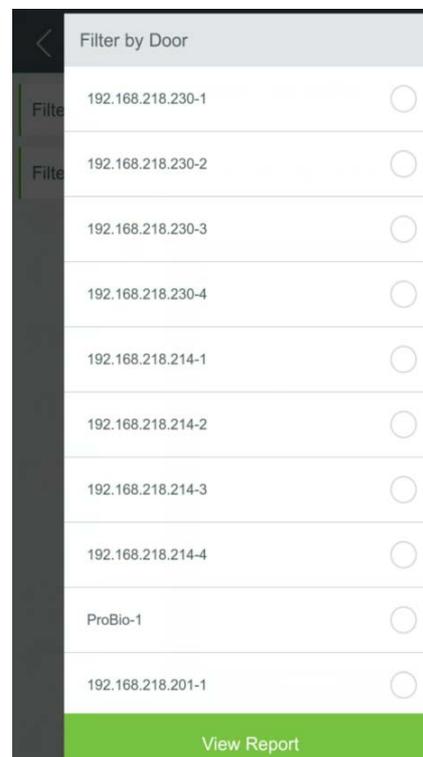
**Filter by Door:** Click [Filter by Door] to access the main interface. This interface displays all devices and doors in which



the login account has access. Select a door to be viewed, and then click



Filter by Time

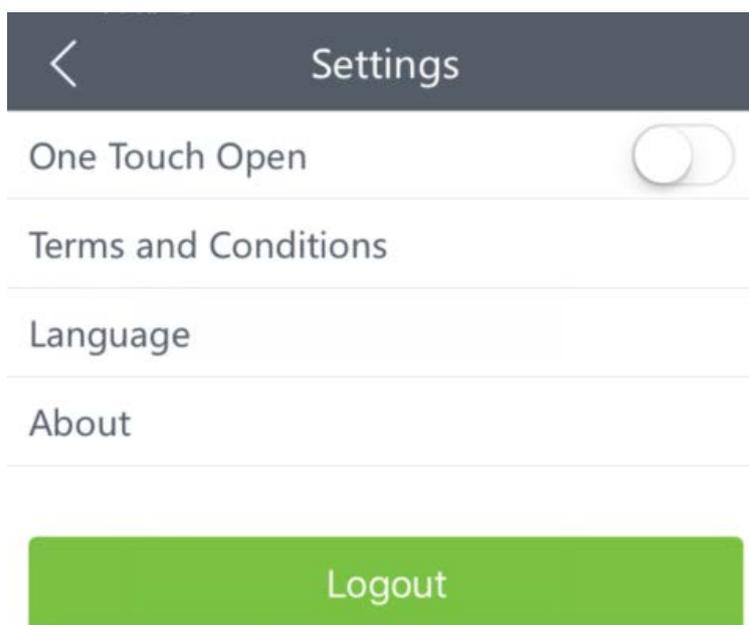


Filter by Door

## 8 System Settings

### 8.1 System Settings

On the main menu, click the Settings button  at the upper-right corner to access the [Settings] interface. This interface includes One Touch Open, Terms and Conditions, Language, About, and Logout, as shown on the following figure:



**One Touch Open:** After you enable this function, you do not need to set the door opening time when clicking [Open] on the [Door Operation] interface. The default door opening time is 5 seconds.

**Terms and Conditions:** Shows the App terms and conditions.

**Language:** Click on [Language] to choose a language as required. Three languages are available by default.

**Logout:** Click on [Logout] to end the session of the current account. When login the next time, it will be required to input the username and password again.