

Setting up xPortal 1000 software

- Log into the software – Pg 2
- Change software parameter settings –Pg 4
- Adding card reader/Door – Pg 6
- Adding a time set – Pg 10
- Adding Time Zone – Pg 14
- Creating Door Access (Define which door the card use is allowed/not allowed to access) – Pg 20

Important Notes:

- 1) Make sure that the computer has a un-used serial COM Port for connection to the card reader, if the computer only has USB ports, you will need to add a serial COM Port card or get a USB to serial converter

M1000 card reader

There is a jumper shorting the In1 & In2 pin at the back of M1000 card reader. It has to be removed (Do not short In1 & In2 terminal) when connecting the M1000 card reader to a computer. (For firmware Version 2 and above, there's no jumper for earlier version)

M1000X card reader

a) The Mode selecting jumper (located at the top left corner, at the back of M1000X card reader) has to be off (not shorted) when it's working in controller mode (which means it's not connected to a reader interface such as MK800)

Normally this should not be shorted

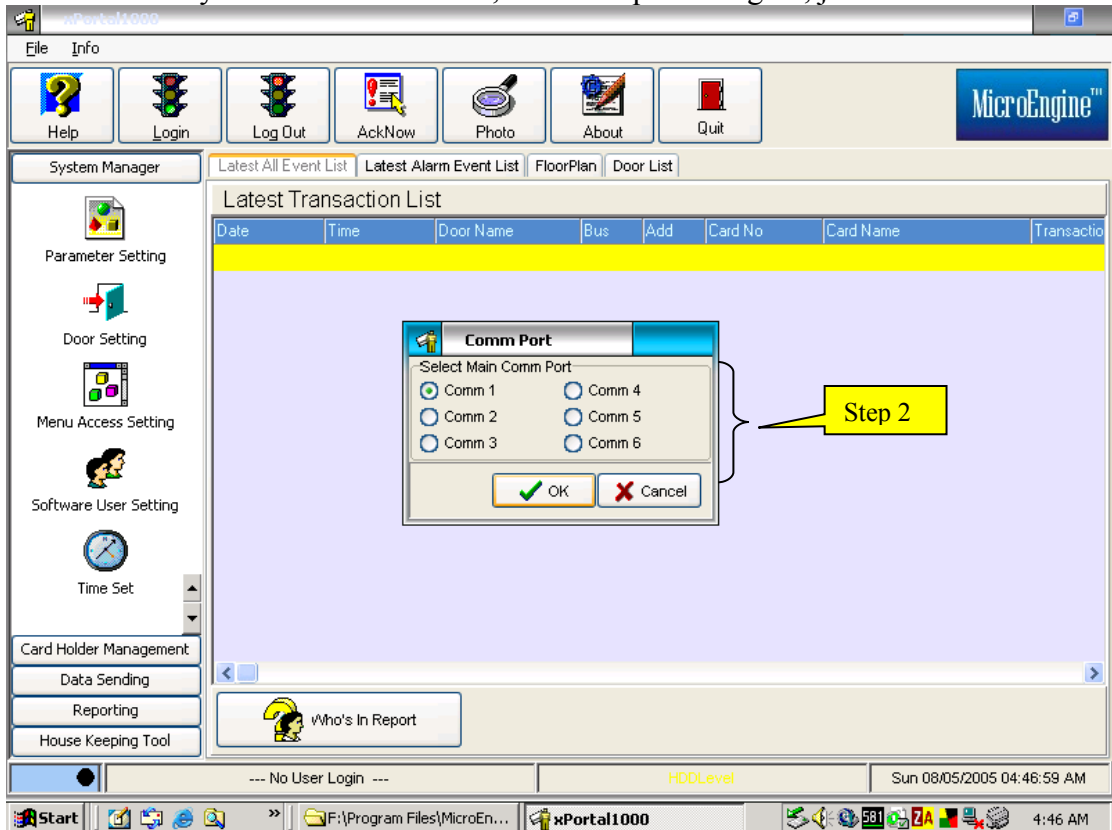
b) The reader selector jumper has to be shorted if you're using the build in card reader of M1000X to read the cards (Normal situation)

c) If you're not using the build in card reader and is connecting an external reader such as HID 26bit card reader to M1000X, then do not short this jumper

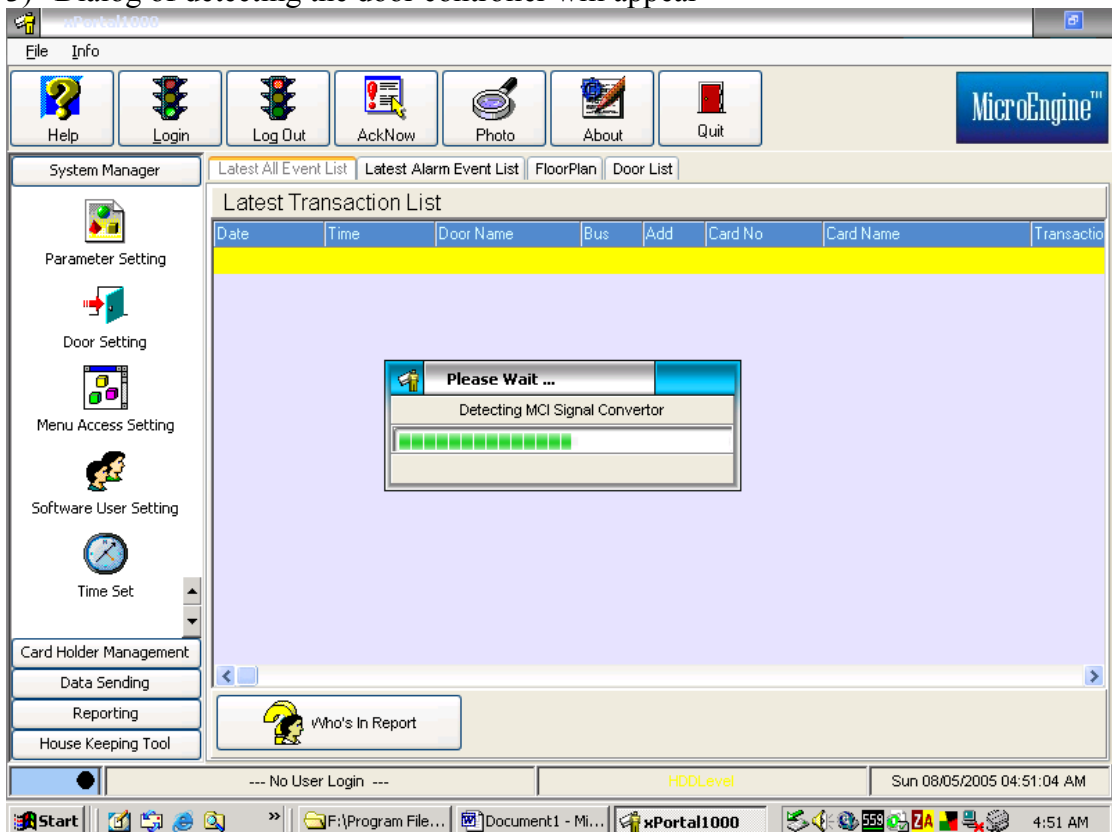
- 2) You have to add the doors into xPortal software (refer to pg 6) first in order for it to detect the card reader, otherwise the software will prompt a card reader down warning message even though the card reader is connected to the computer correctly
- 3) Default log in user ID is xPortal; password is also xPortal.
- 4) Login user ID and password is case sensitive. You've to key in the exact way that you have saved them
- 5) xPortal is the super user, it can change all the settings in the software, You can change the password of xPortal but this ID cannot be deleted.

Logging into the xPortal software

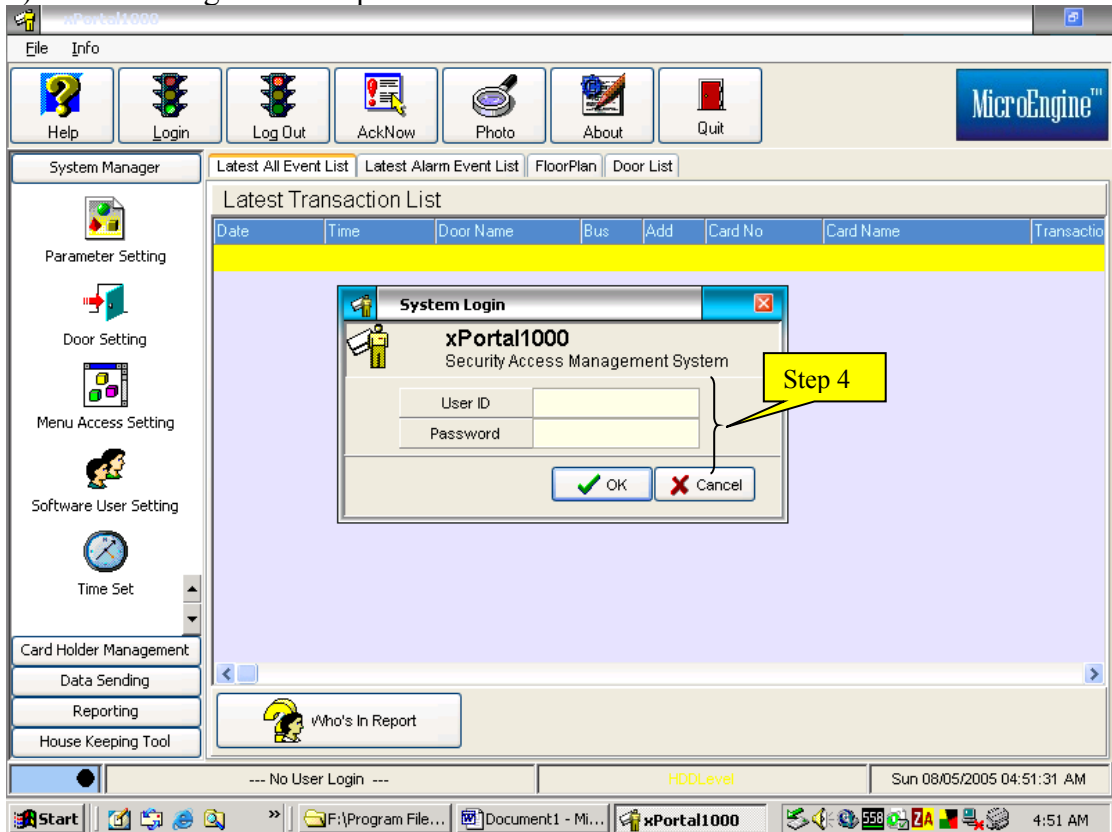
- 1) Double click xPortal 1000 icon to start the software
- 2) Select to the comm. Port of the computer, which the card reader is connected to. You only need to select it once, for subsequence log on, just click o.k.



- 3) Dialog of detecting the door controller will appear

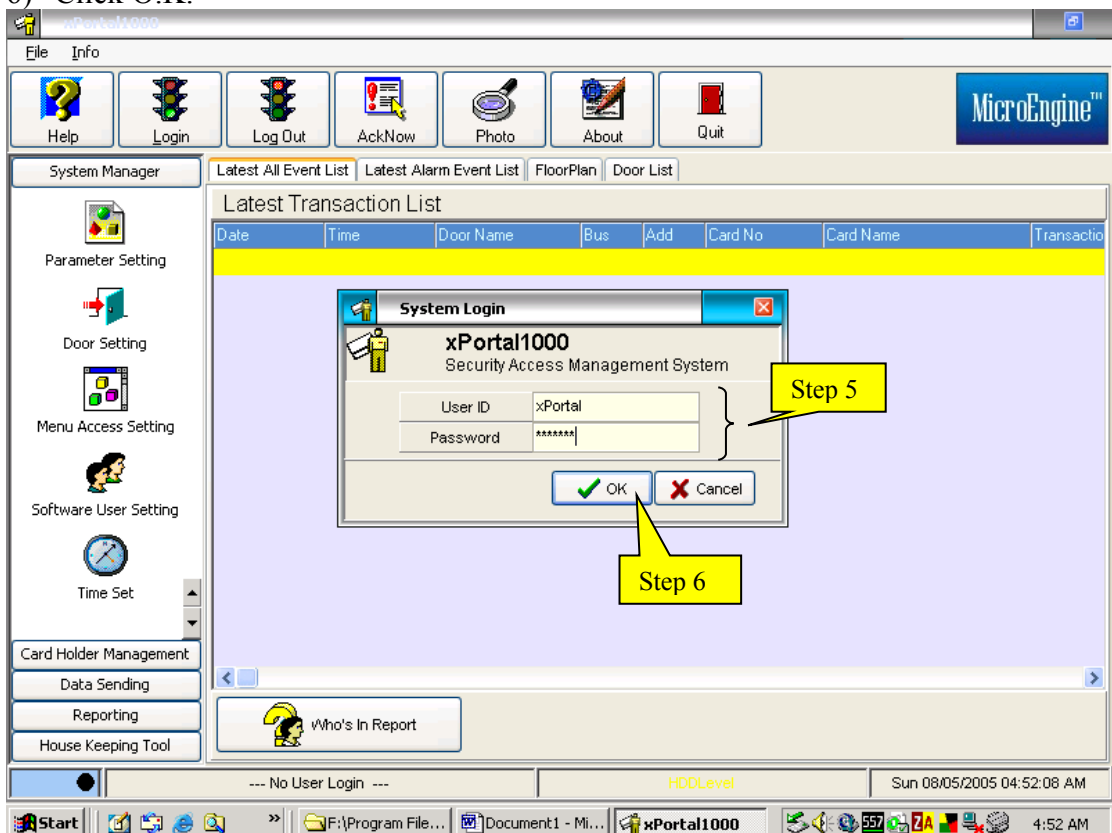


4) Enter the log in ID and password



5) Log in User ID: xPortal, password: xPortal, name and password is case sensitive.

6) Click O.K.



Changing the software parameter setting

7) Click Parameter setting

The screenshot shows the xPortal1000 version 2.00 [1 Controller] interface. The 'System Manager' menu is open, and 'Parameter Setting' is highlighted. A yellow callout box labeled 'Step 7' points to this menu item. The main window displays the 'Latest Transaction List' with the following data:

Date	Time	Door Name	Bus	Add	Card No	Card Name	Transaction
2005/05/08	04:51:12						(SI) xPortal
2005/05/08	04:53:25					xPortal	(SG) Log

The interface also shows a 'Who's In Report' button and system status information at the bottom: User ID: [xPortal], Free Disk Space (F:) 2.07 GigaBytes, Sun 08/05/2005 04:53:59 AM.

8) Change the info to your requirement

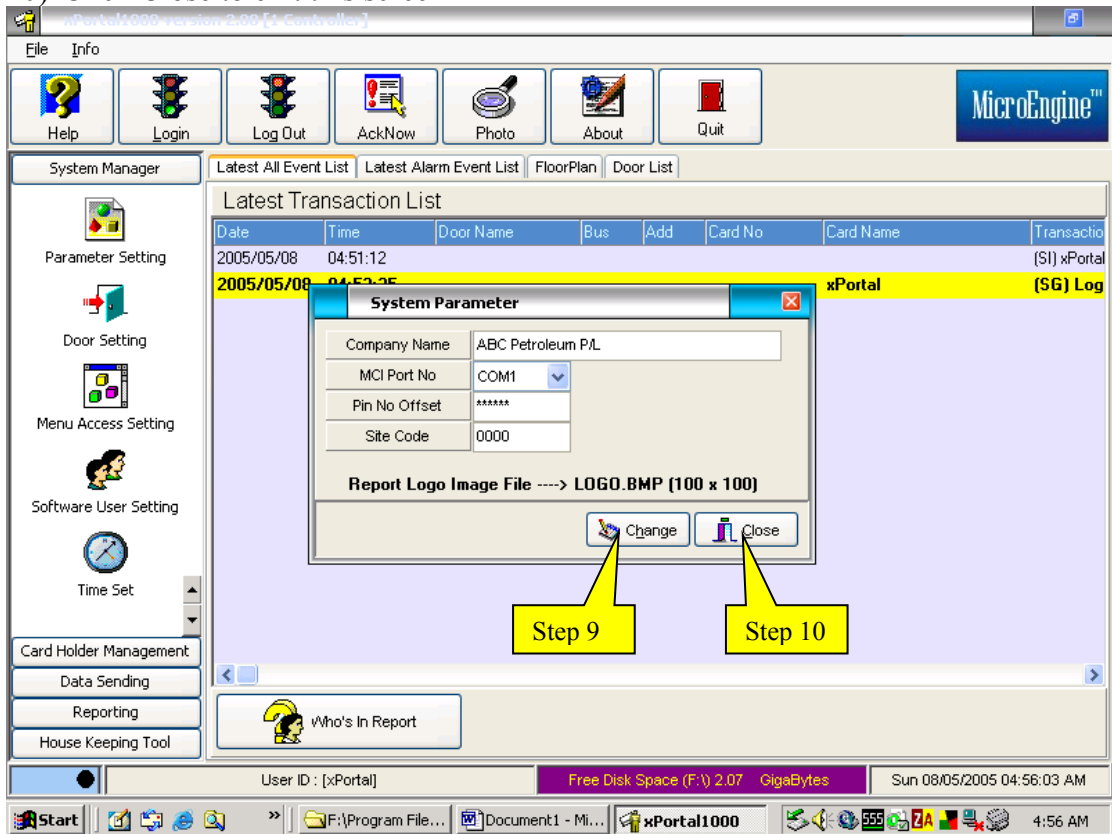
The screenshot shows the xPortal1000 version 2.00 [1 Controller] interface with the 'System Parameter' dialog box open. The dialog box contains the following fields:

- Company Name: My Company Sdn. Bhd. (highlighted with a yellow callout box labeled 'Step 8')
- MCI Port No: COM1
- Pin No Offset: *****
- Site Code: 0000

The dialog box also includes a 'Report Logo Image File' field with the value 'LOGO.BMP (100 x 100)' and 'Change' and 'Close' buttons. A yellow callout box labeled 'Customers' name' points to the 'Company Name' field.

The background shows the 'Latest Transaction List' with the same data as in the previous screenshot. The system status information at the bottom is: User ID: [xPortal], Free Disk Space (F:) 2.07 GigaBytes, Sun 08/05/2005 04:54:41 AM.

- 9) Click Change to save the changes
- 10) Click Close to exit this screen



Adding card reader/Door

11) Click Door Setting

The screenshot shows the xPortal1000 version 2.00 [1 Controller] interface. The left sidebar contains several menu items: Parameter Setting, Door Setting, Menu Access Setting, Software User Setting, and Time Set. The 'Door Setting' item is highlighted with a yellow callout box labeled 'Step 11'. The main window displays the 'Latest Transaction List' with the following data:

Date	Time	Door Name	Bus	Add	Card No	Card Name	Transaction
2005/05/08	04:51:12						(SI) xPortal
2005/05/08	04:53:25					xPortal	(SG) Log In
2005/05/08	04:56:31					xPortal	(U8) System

The bottom status bar shows 'User ID : [xPortal]', 'Free Disk Space (F:) 2.07 GigaBytes', and the date 'Sun 08/05/2005 04:57:08 AM'.

12) Click Add

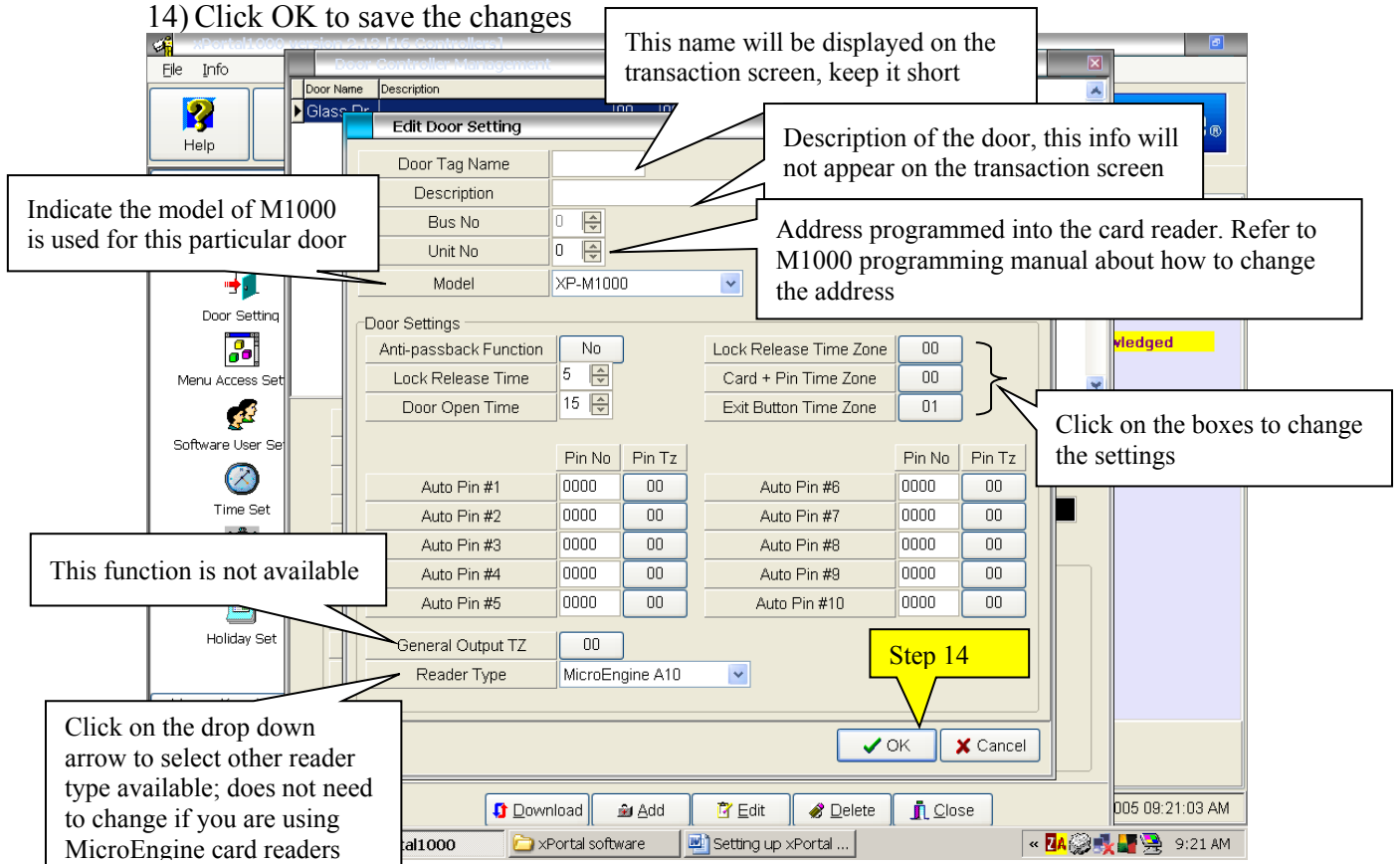
The screenshot shows the 'Door Controller Management' window in the xPortal1000 software. The window contains a table with columns: Door Name, Description, Bus No, Address, and Security On. Below the table are several configuration fields for various functions, including Anti-passback Function, Lock Release Time Zone, Lock Release Time, Card + Pin Time Zone, Door Open Time, Exit Button Time Zone, General Output TZ, and Reader Type. There is also an 'Auto PIN' section with a table for PIN numbers and time zones.

Door Name	Description	Bus No	Address	Security On

The bottom toolbar contains buttons for Download, Add, Edit, Delete, and Close. The 'Add' button is highlighted with a yellow callout box labeled 'Step 12'. The bottom status bar shows the time '04:57:40 AM'.

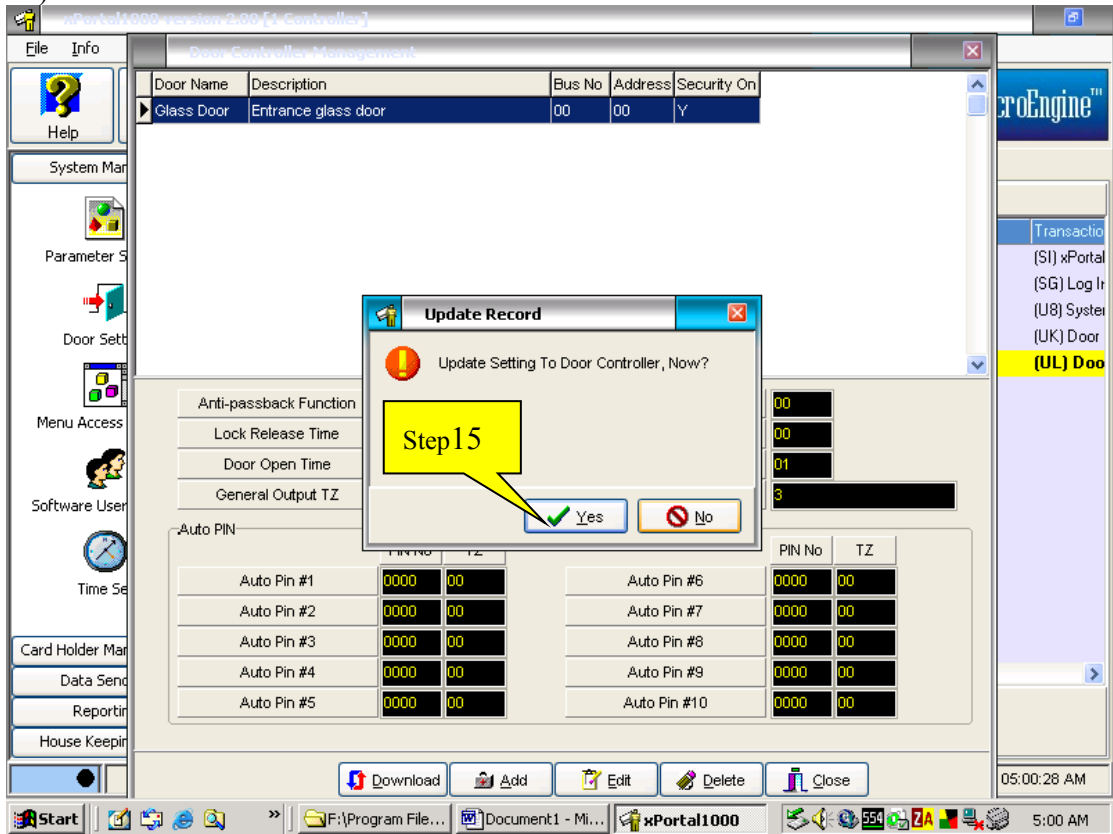
13) Enter all the info required for the door to be created

14) Click OK to save the changes

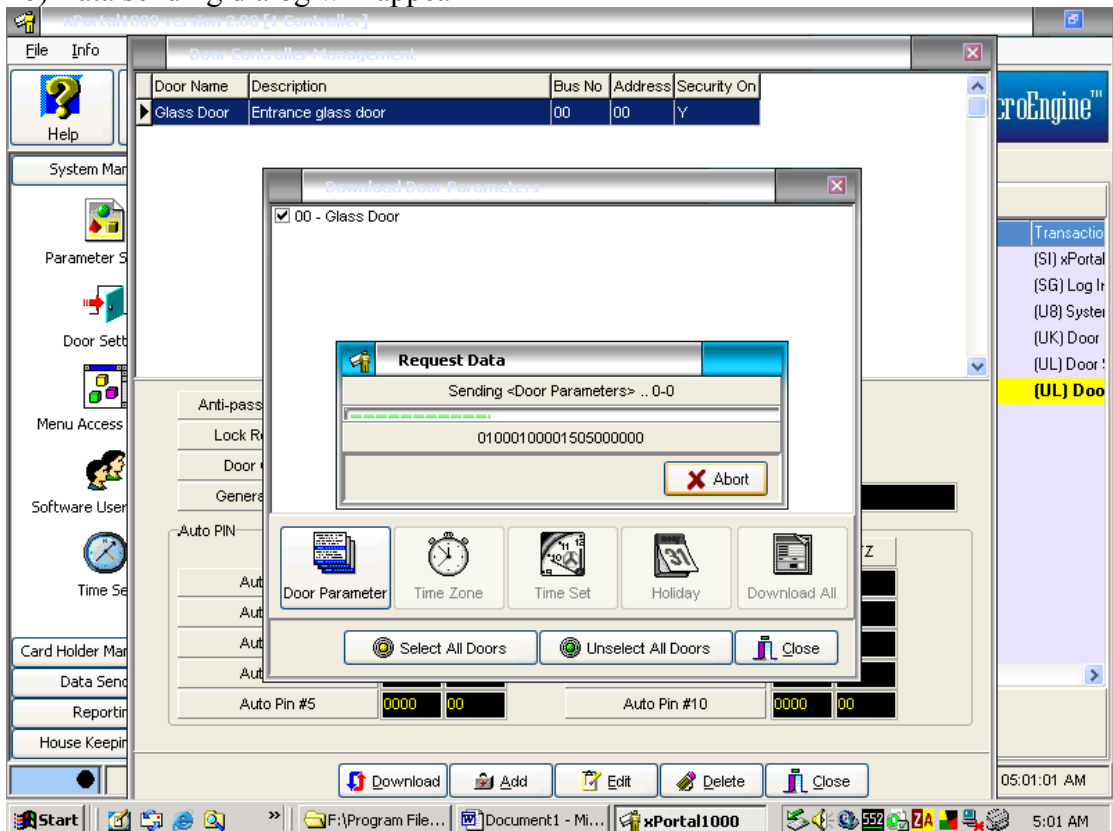


Door Tag name	Name of the door, max 15 characters. This is the name which will appear in the software transaction screen when it reads your card
Description	Description of the door or reader i.e. location of the door
Bus no.	Not required to change for 16 door controller version
Unit no.	Address of the card reader, this must match the address programmed on the card reader. * For M1000 – refer to programming manual pg 18, section 3.6 on how to change the address of the card reader * For M1000X – refer to programming manual pg 23, section 3.6 on how to change the address of the card reader
Model	Define the model of controller is used for this particular door, either M1000 or M1000X.
Anti-pass back function	Control the card such that the card has to be detected by exit card reader before it can be used at the entry reader again
Lock Release time	Control how long the lock will be released
Door Open Time	Card reader will give a warning buzzer if the door does not close back beyond the time entered (Door sensors must be installed)
Lock Release time zone	Control when the door to be automatically un-locked and lock back
Card + PIN time zone	Control when to use card + PIN function
Exit button time zone	Control the timing of the exit button that can be used
Auto PIN	PIN no. to be keyed in at the card reader to un-lock door without using any cards (This is no the same PIN with the card + PIN feature)
General Output TZ	Function not available
Reader Type	Type of reader connected to the controller, does not need to change when using MicroEngine card reader

15) Click Yes



16) Data sending dialog will appear



17) Click Close to close the screen

The screenshot displays the 'Door Controller Management' window in the xPortal1000 software. The window title is 'xPortal1000 version 2.00 [+ Controller]'. The main area shows a table with the following data:

Door Name	Description	Bus No	Address	Security On
Glass Door	Entrance glass door	00	00	Y

Below the table are various configuration options:

- Anti-passback Function: No
- Lock Release Time: 05
- Door Open Time: 15
- General Output TZ: 00
- Lock Release Time Zone: 00
- Card + Pin Time Zone: 00
- Exit Button Time Zone: 01
- Reader Type: MicroEngine A10

An 'Auto PIN' section contains two tables:

	PIN No	TZ
Auto Pin #1	0000	00
Auto Pin #2	0000	00
Auto Pin #3	0000	00
Auto Pin #4	0000	00
Auto Pin #5	0000	00

	PIN No	TZ
Auto Pin #6	0000	00
Auto Pin #7	0000	00
Auto Pin #8	0000	00
Auto Pin #9	0000	00
Auto Pin #10	0000	00

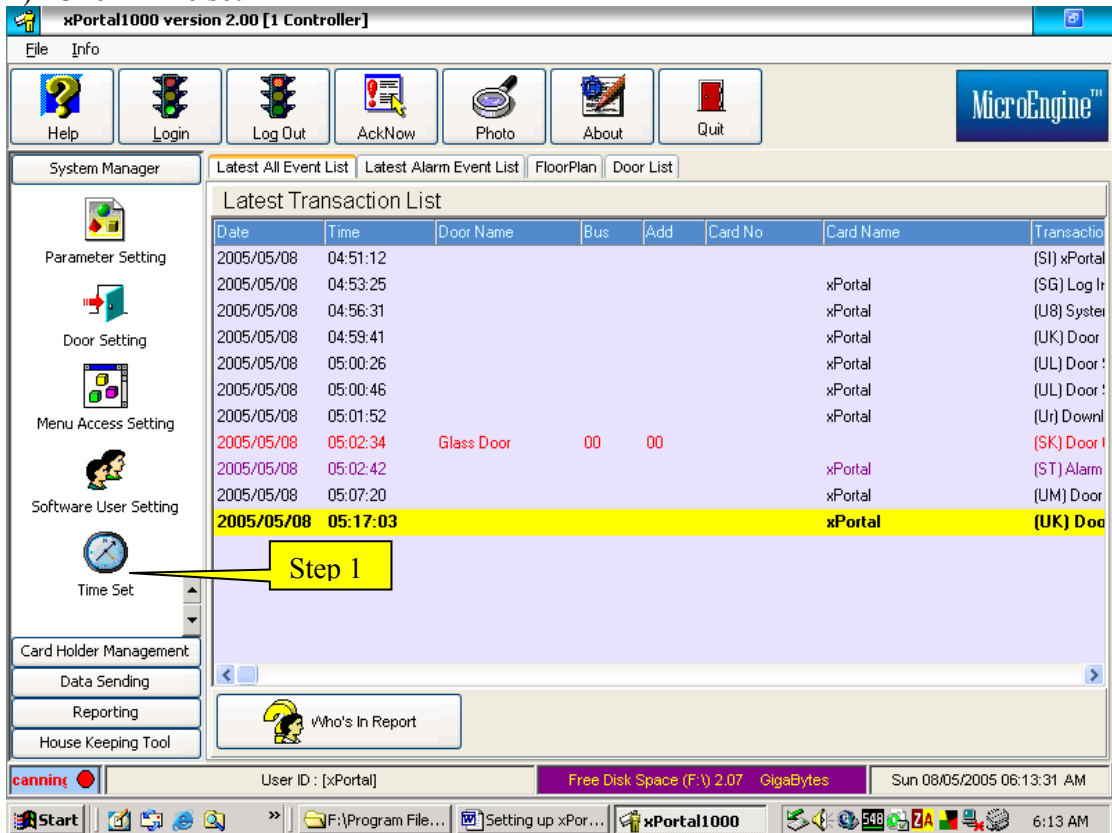
At the bottom of the window, there is a toolbar with buttons for Download, Add, Edit, Delete, and Close. A yellow callout box labeled 'Step 17' points to the 'Close' button. The system tray shows the time as 05:02:02 AM.

Adding time set

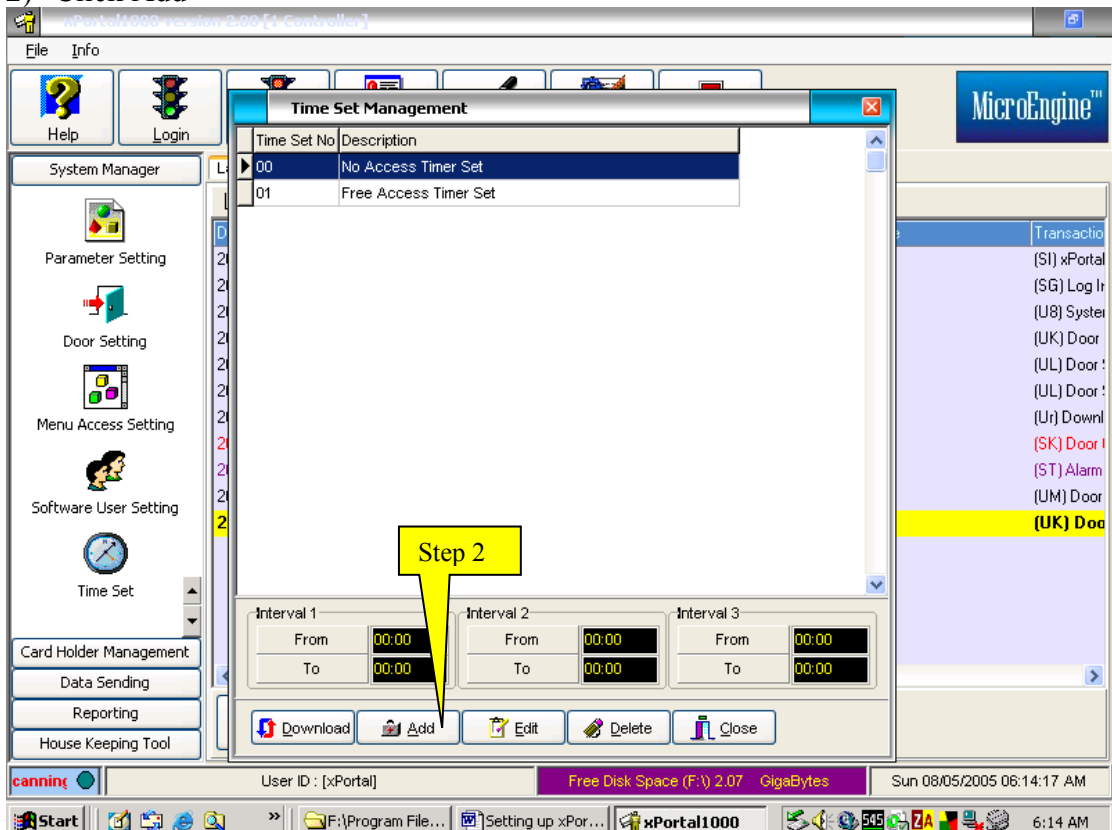
Time set is the timing where the function will operate, below shows an example of a scenario of entrance door to auto-unlock at 0900hrs, lock back at 12 noon, unlock at 1300hrs and lock back at 1800hrs.

This is the typical auto-lock release time zone for office entrance door

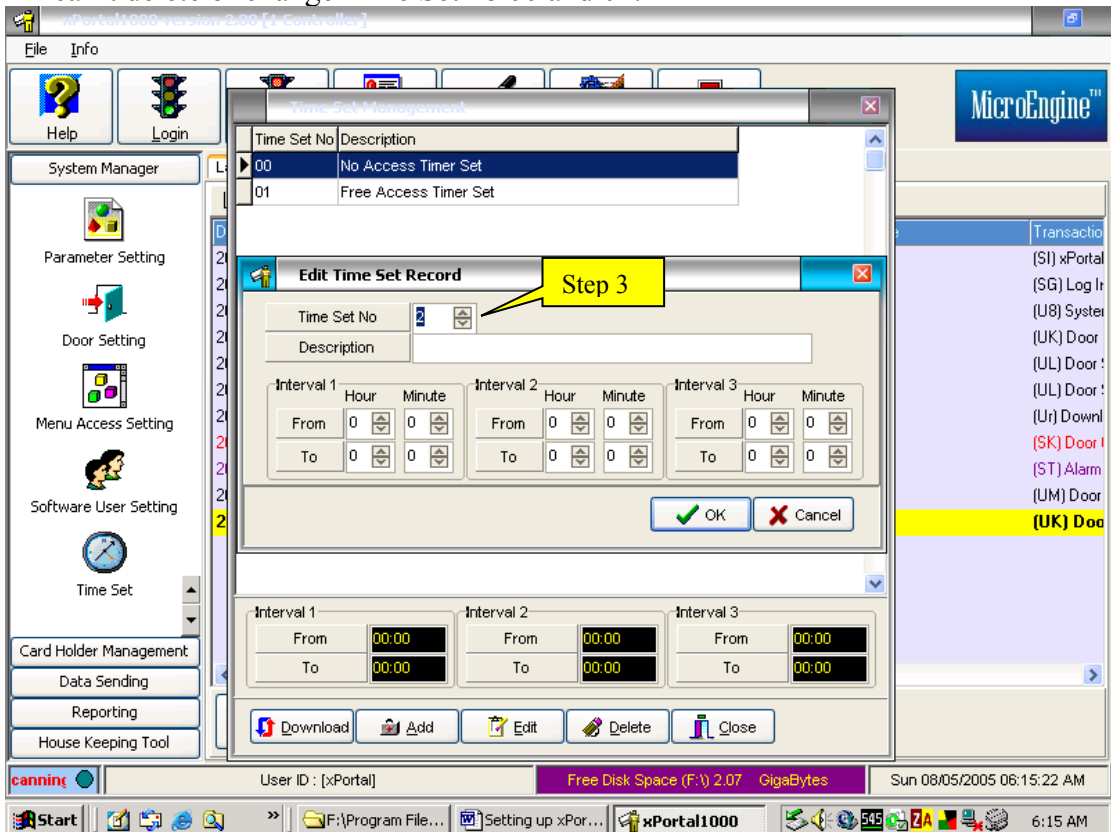
1) Click Time set



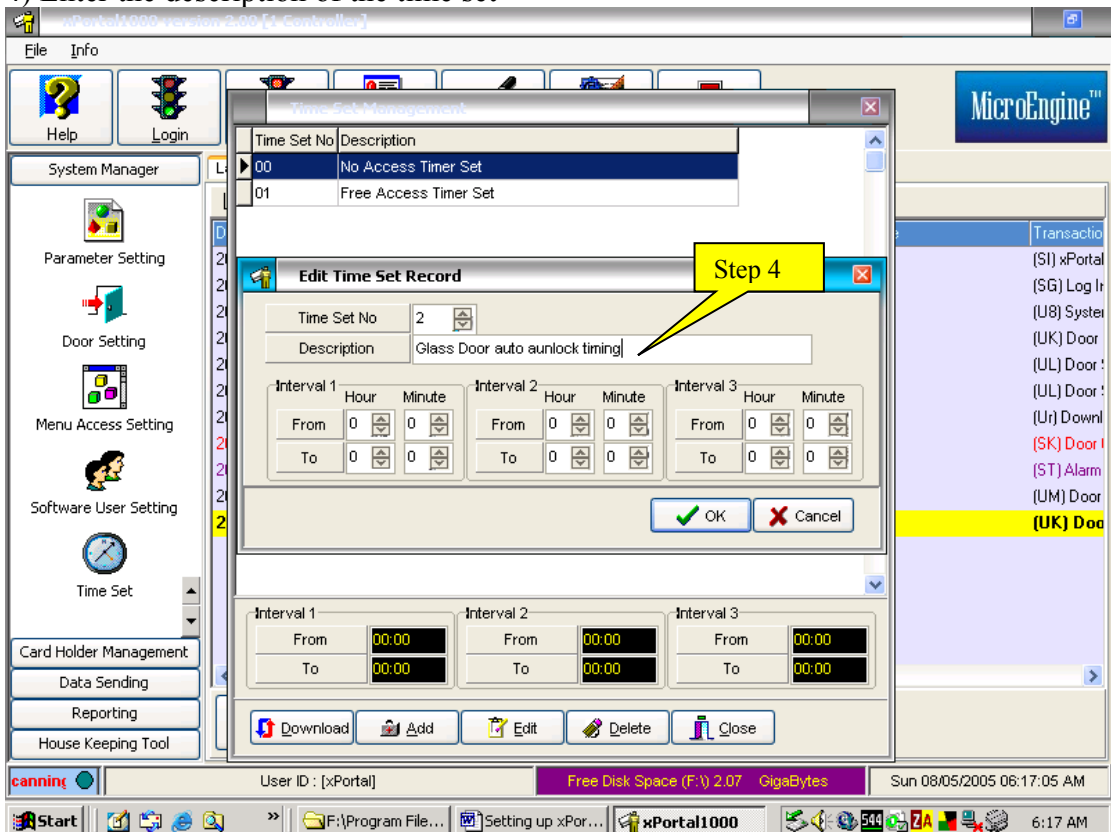
2) Click Add



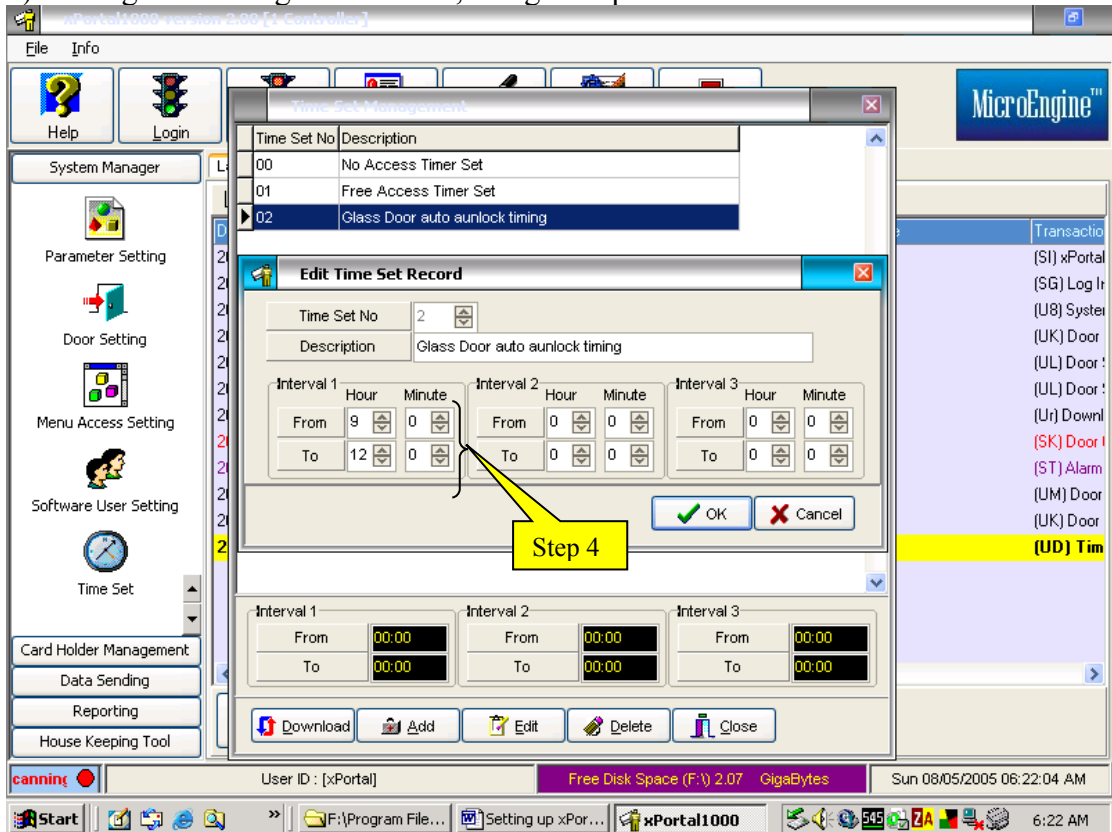
- 3) Change the time set no. if you need to add, otherwise leave it unchanged, you can't delete or change Time Set no 00 and 01.



- 4) Enter the description of the time set

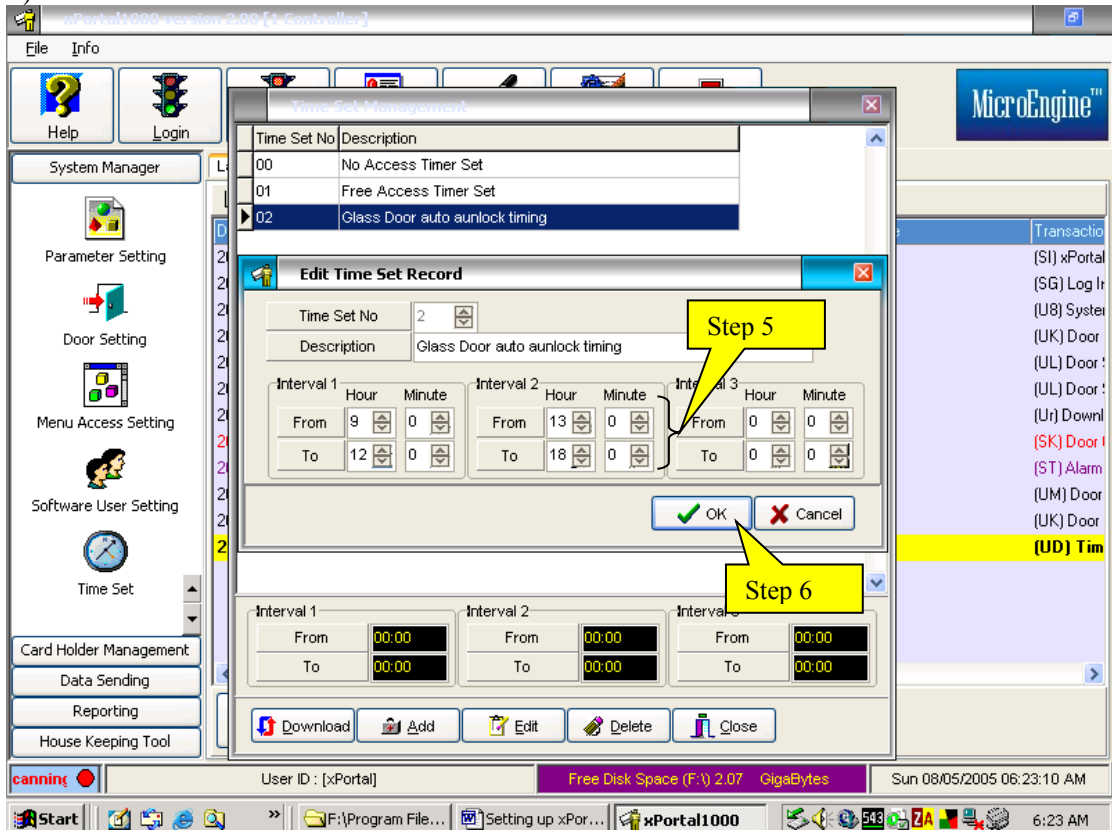


4) Change the timing of interval 1, using the up/down arrow

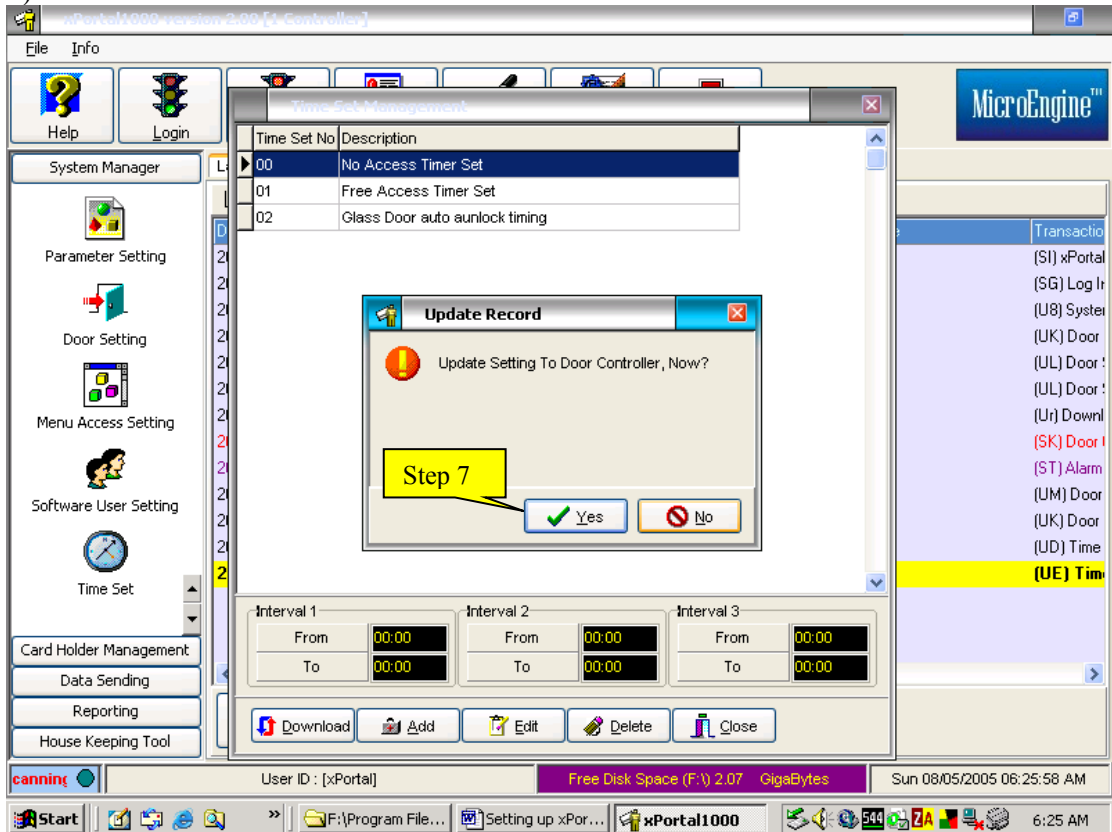


5) Change the timings of interval 2

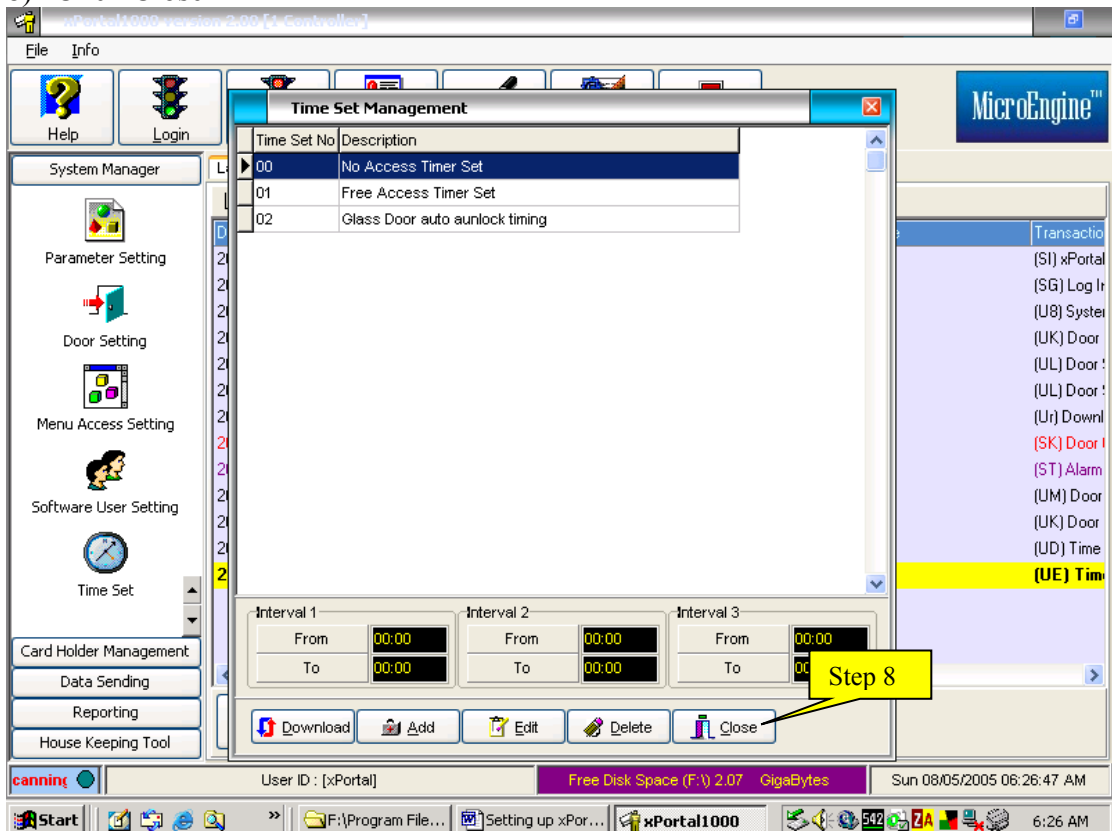
6) Click OK



7) Click Yes



8) Click Close



Setting up Time Zone

Time zone is a zone where you define a group of time sets will be active.

Example: Typical reception glass door will unlock from 9am to 12pm, locks back from 12pm to 1pm, then unlock from 1pm to 6pm. This operation will repeats from Monday to Friday only, it'll remain lock on Saturday, Sunday and holidays.

You'll have to define a time zone, which contains the time sets that will perform all this actions.

- 1) Click the down arrow to display other available functions (If your screen did not show all the functions)

The screenshot displays the xPortal1000 software interface. The title bar reads "xPortal1000 version 2.00 [1 Controller]". The interface includes a menu bar with "File" and "Info", and a toolbar with icons for Help, Login, Log Out, AckNow, Photo, About, and Quit. The main window is divided into a left sidebar and a main content area. The sidebar contains "System Manager" and "Time Set" (highlighted with a yellow callout box labeled "Step 1"). The main content area shows the "Latest Transaction List" table.

Date	Time	Door Name	Bus	Add	Card No	Card Name	Transaction
2005/05/08	04:51:12						(SI) xPortal
2005/05/08	04:53:25					xPortal	(SG) Log In
2005/05/08	04:56:31					xPortal	(U8) System
2005/05/08	04:59:41					xPortal	(UK) Door
2005/05/08	05:00:26					xPortal	(UL) Door
2005/05/08	05:00:46					xPortal	(UL) Door
2005/05/08	05:01:52					xPortal	(Ur) Downl
2005/05/08	05:02:34	Glass Door	00	00			(SK) Door
2005/05/08	05:02:42					xPortal	(ST) Alarm
2005/05/08	05:07:20					xPortal	(UM) Door
2005/05/08	05:17:03					xPortal	(UK) Door
2005/05/08	06:17:09					xPortal	(UD) Time
2005/05/08	06:25:56					xPortal	(UE) Tim

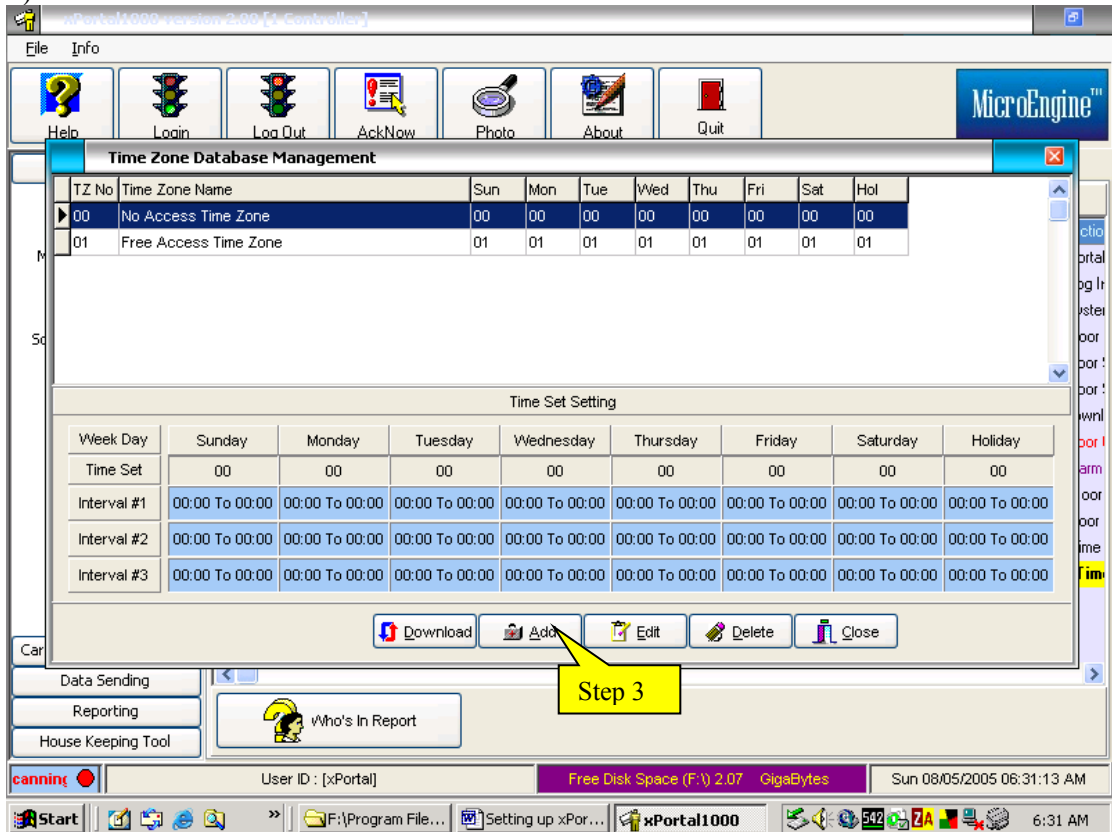
2) Click Time Zone

The screenshot shows the xPortal1000 software interface. The left sidebar contains several menu items, with 'Time Zone' highlighted by a yellow callout box labeled 'Step 2'. The main window displays a 'Latest Transaction List' table with the following data:

Date	Time	Door Name	Bus	Add	Card No	Card Name	Transaction
2005/05/08	04:51:12						(SI) xPortal
2005/05/08	04:53:25					xPortal	(SG) Log In
2005/05/08	04:56:31					xPortal	(U8) System
2005/05/08	04:59:41					xPortal	(UK) Door
2005/05/08	05:00:26					xPortal	(UL) Door :
2005/05/08	05:00:46					xPortal	(UL) Door :
2005/05/08	05:01:52					xPortal	(Uj) Downl
2005/05/08	05:02:34	Glass Door	00	00			(SK) Door I
2005/05/08	05:02:42					xPortal	(ST) Alarm
2005/05/08	05:07:20					xPortal	(UM) Door
2005/05/08	05:17:03					xPortal	(UK) Door
2005/05/08	06:17:09					xPortal	(UD) Time
2005/05/08	06:25:56					xPortal	(UE) Tim

The status bar at the bottom of the window shows 'User ID: [xPortal]', 'Free Disk Space (F:) 2.07 GigaBytes', and the date 'Sun 08/05/2005 06:29:05 AM'. The taskbar at the bottom of the screen shows the Start button, several open applications, and the system clock displaying '6:29 AM'.

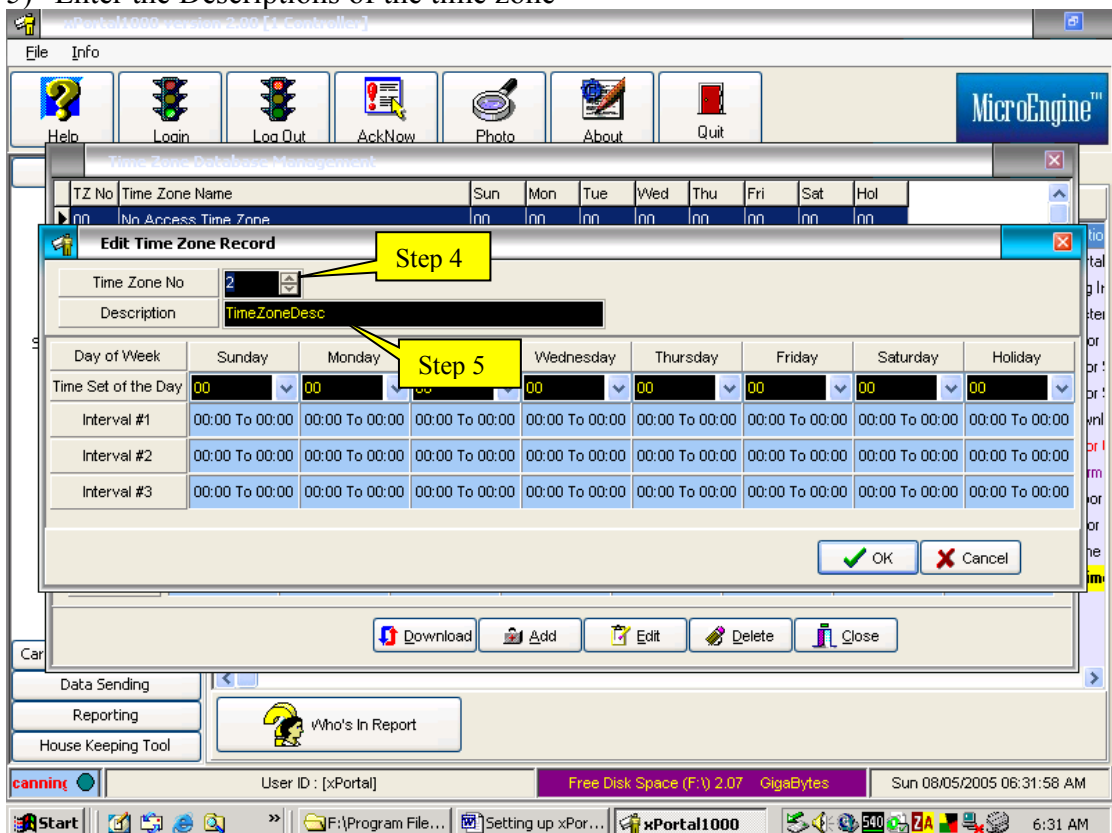
3) Click Add



4) Change the time zone no. if you need to add, otherwise leave it unchanged.

You can't delete/edit time zone 00 and 01

5) Enter the Descriptions of the time zone



- 6) Click the down arrow of the Day of week to select the time set you want the use for that day. Refer to the time set settings if you can't remember what are the timing of the time set is.
- 7) Select 00 if you don't want the door to be auto-unlock on that day, 02 for the auto-unlock timing that has been programmed previously

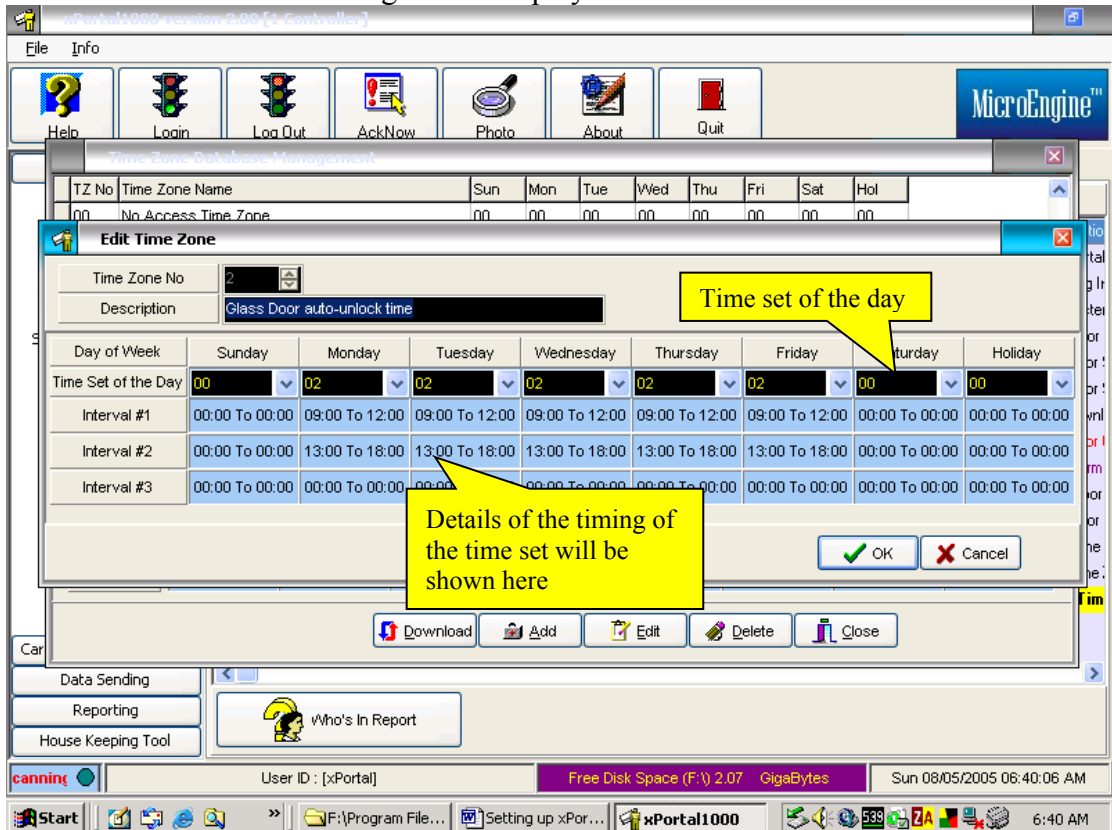
The screenshot shows the 'Edit Time Zone Record' dialog box in the xPortal1000 software. The dialog box has a title bar and a close button. It contains the following information:

- Time Zone No:** 2
- Description:** Glass Door auto-unlock time

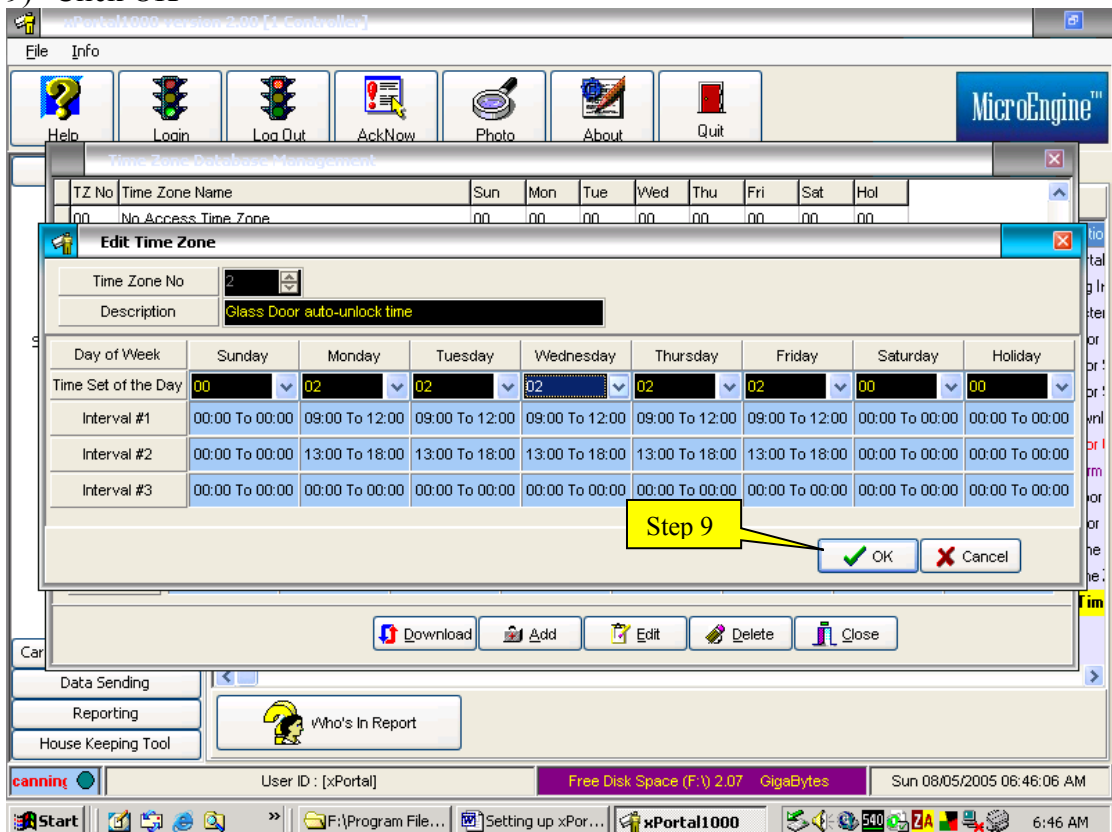
Day of Week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Holiday
Time Set of the Day	00	00	00	00	00	00	00	00
Interval #1	00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00
Interval #2	01 02	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00
Interval #3	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00

A yellow callout box with the text "Time set available" points to the '02' option in the 'Interval #2' row for Monday. The dialog box also has 'OK' and 'Cancel' buttons at the bottom right.

- 8) Example below shows the door to auto-unlock on Monday to Friday only.
- Time set no is 00 for Sunday, Saturday, Holiday. Time set is 02 for Monday to Friday
 - The interval timing is also displayed for the time set selected



9) Click OK



10) Click Yes

The screenshot shows the 'Time Zone Database Management' window in the xPortal1000 software. A dialog box titled 'Update Record' is open, displaying the message: 'Update Setting To Door Controller, Now?'. Below the message are two buttons: 'Yes' (with a green checkmark) and 'No' (with a red 'X'). A yellow callout box labeled 'Step 10' points to the 'Yes' button. The background window shows a table of time zones and a 'Time Set Setting' table.

TZ No	Time Zone Name	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Hol
00	No Access Time Zone	00	00	00	00	00	00	00	00
01	Free Access Time Zone	01	01	01	01	01	01	01	01
02	Glass Door auto-unlock time	00	02	02	02	02	02	00	00

Week Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Holiday
Time Set	00	00	00	00	00	00	00	00
Interval #1	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00
Interval #2	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00
Interval #3	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00

11) Click Close

The screenshot shows the 'Time Zone Database Management' window in the xPortal1000 software. The 'Update Record' dialog box is no longer present. A yellow callout box labeled 'Step 11' points to the 'Close' button in the 'Time Set Setting' table's footer. The background window shows the same 'Time Set Setting' table as in the previous screenshot.

Week Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Holiday
Time Set	00	00	00	00	00	00	00	00
Interval #1	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00
Interval #2	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00
Interval #3	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00	00:00 To 00:00

Door Access - Define which doors the user is allowed to access

Here you define the card readers are allowed to be accessed or not.

Allowed or denied access to the card readers is controlled by defining the time zone linked to the card reader.

E.g. If the time zone linked to the reader is 24hours not accessible then you are not allowed to be access the door at all, if the time zone is 24 hours accessible then you are allowed to access the door 24hours, every day. You can create the time zone according to your needs.

The reader groups are tagged using numbers, for example, there is 2 default group numbers created by xPortal1000 software, 00 and 01. You cannot delete or edit the settings of 00 and 01; it's protected by the software

Group numbers	Descriptions
00	if the card user door access is selected to be 00 means that this card cannot be accessed to any door everyday
01	if the card user door access is selected to be 01 means that this card can be accessed to any door everyday

You can create door access according to your own needs, such as office staffs are only allowed to access the main glass door but not the Server room, only authorized staffs are allowed.

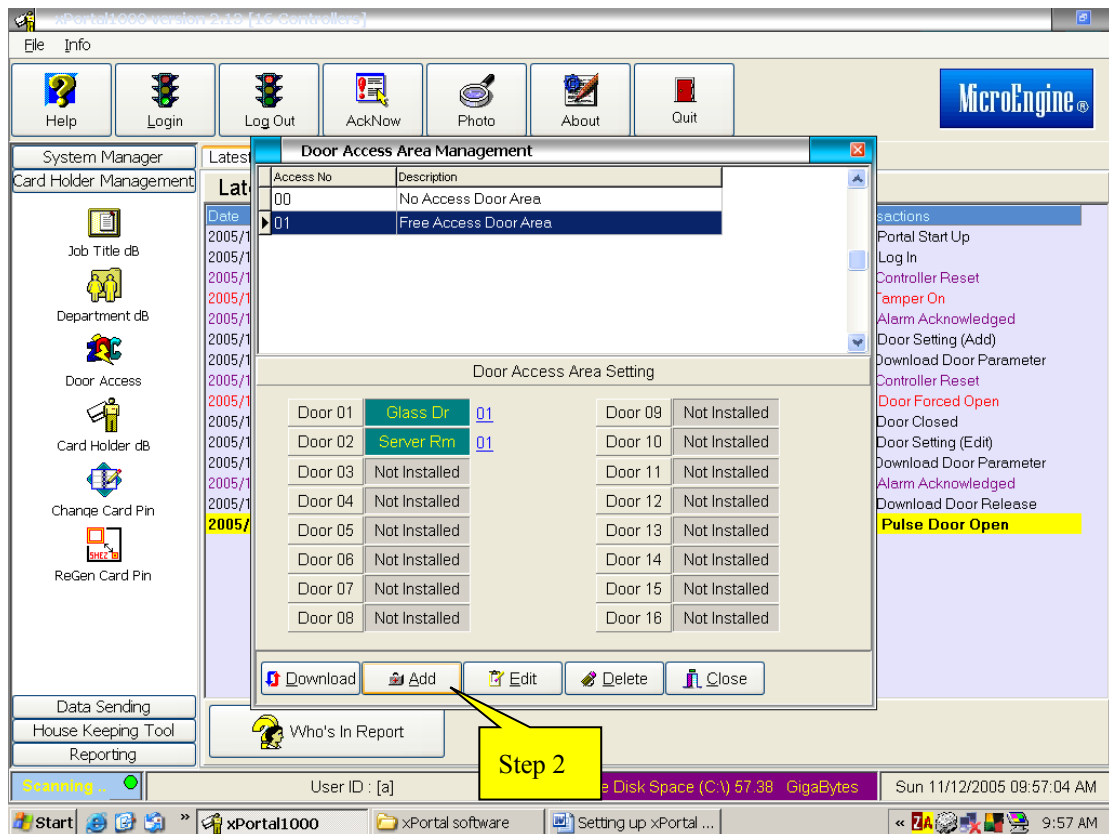
Creating Door access levels

1) Click Card Holder Management, click Door Access

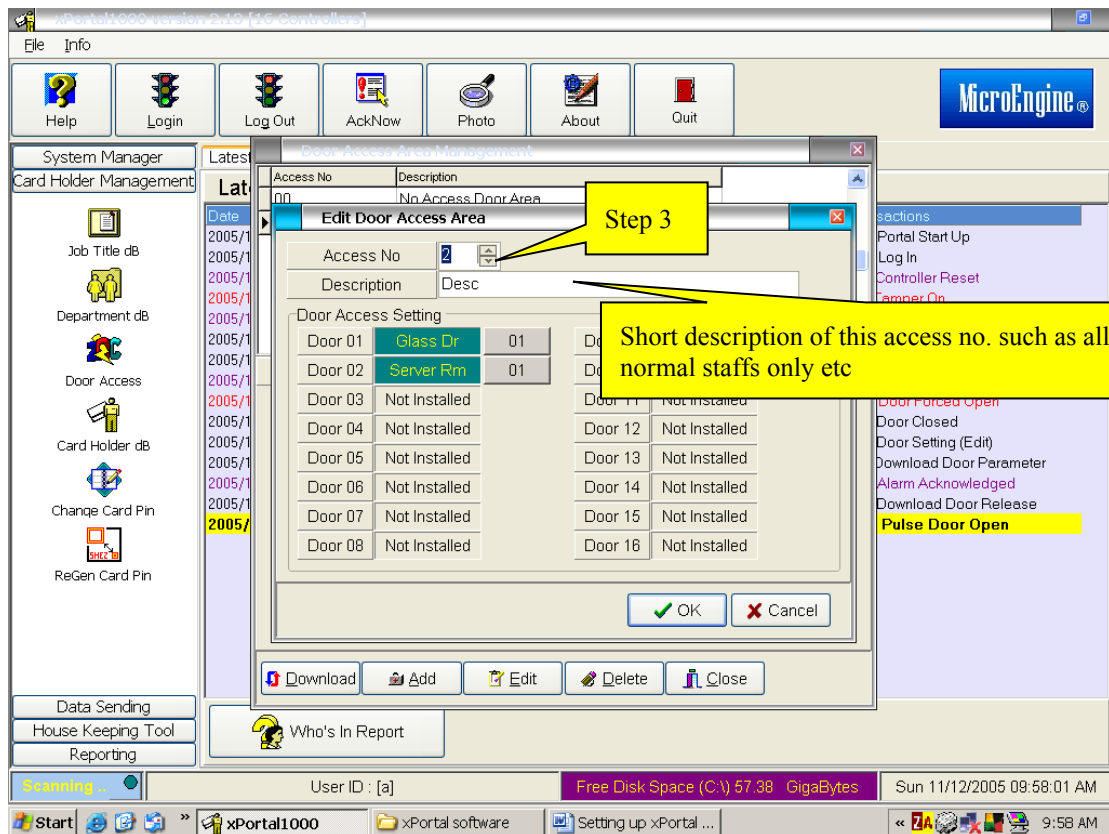
The screenshot shows the xPortal1000 software interface. The 'Card Holder Management' menu is open, and the 'Door Access' option is highlighted. A yellow callout box labeled 'Step 1' points to this menu item. Another yellow callout box labeled 'Step 1' points to a specific transaction row in the 'Latest Transaction List' table, which is highlighted in yellow. The table shows a transaction on 2005/12/11 at 09:33:03 for 'Server Rm' with group '00 01' and card number 'FFFFFF', resulting in '(Pd) Pulse Door Open'.

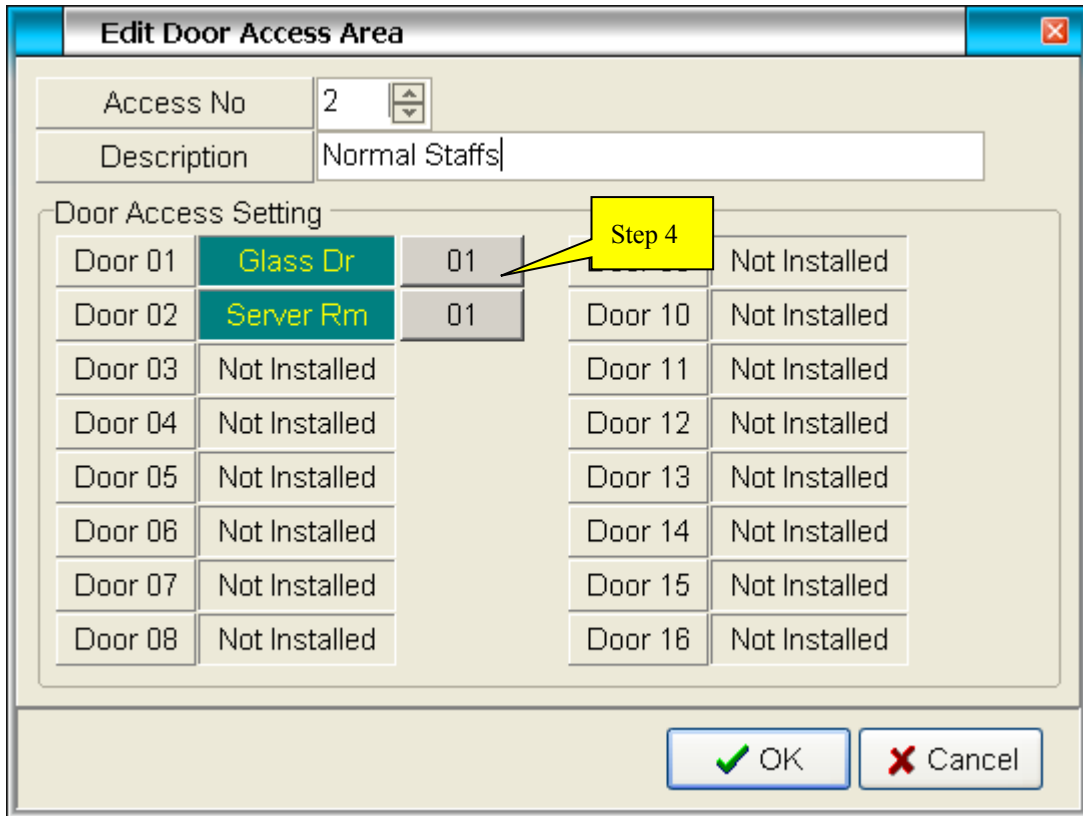
Date	Time	Door Name	Bus	Add	Card No	Card Name	Transactions
2005/12/11	09:18:38					a	(SI) xPortal Start Up
2005/12/11	09:18:41					a	(SG) Log In
2005/12/11	09:15:13	Glass Dr	00	00	FFFFFF	a	(P7) Controller Reset
2005/12/11	09:15:13	Glass Dr	00	00	FFFFFF	a	(Pr) Tamper On
2005/12/11	09:18:44					a	(ST) Alarm Acknowledged
	:22					a	(UK) Door Setting (Add)
	:27					a	(Ur) Download Door Parameter
	:48	Server Rm	00	01	FFFFFF	a	(P7) Controller Reset
	:48	Server Rm	00	01	FFFFFF	a	(PG) Door Forced Open
2005/12/11	09:12:48	Server Rm	00	01	FFFFFF	a	(PF) Door Closed
2005/12/11	09:32:36					a	(UL) Door Setting (Edit)
2005/12/11	09:32:43					a	(Ur) Download Door Parameter
2005/12/11	09:32:50					a	(ST) Alarm Acknowledged
2005/12/11	09:33:03					a	(Uv) Download Door Release
2005/12/11	09:33:03	Server Rm	00	01	FFFFFF	a	(Pd) Pulse Door Open

2) Click Add



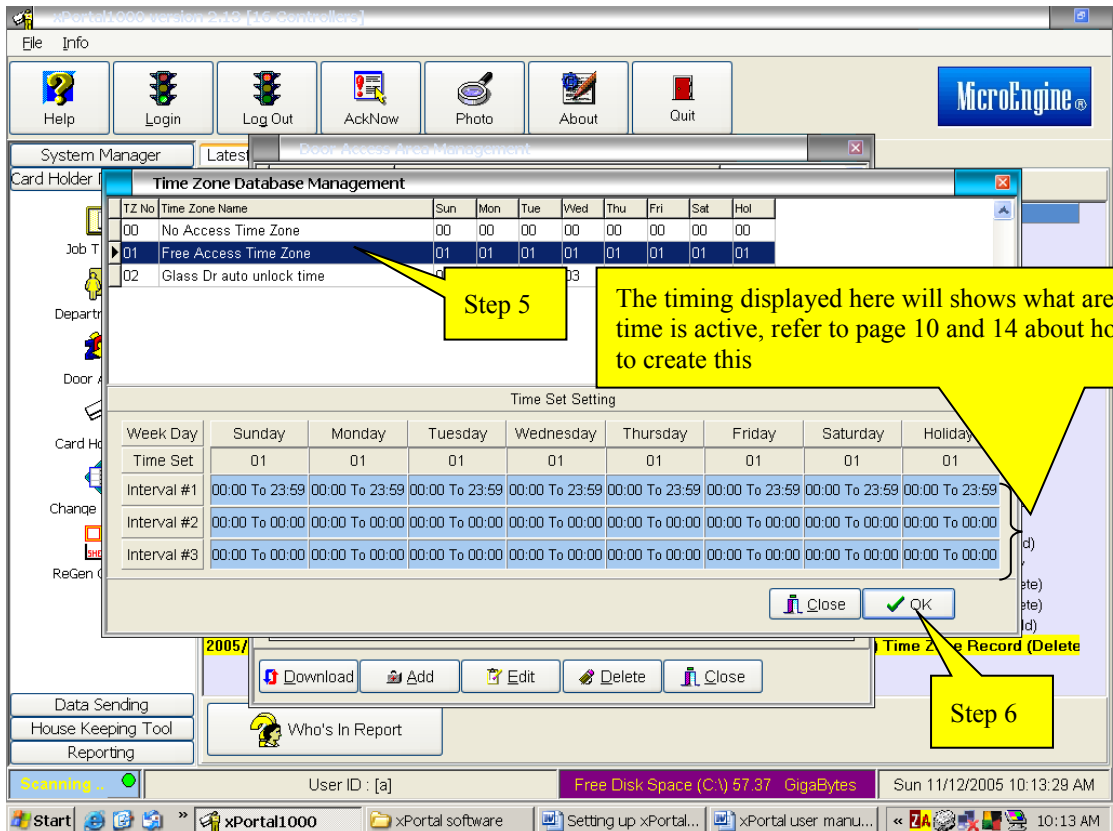
3) Select the Access No, then enter the description (What is the access number used for)



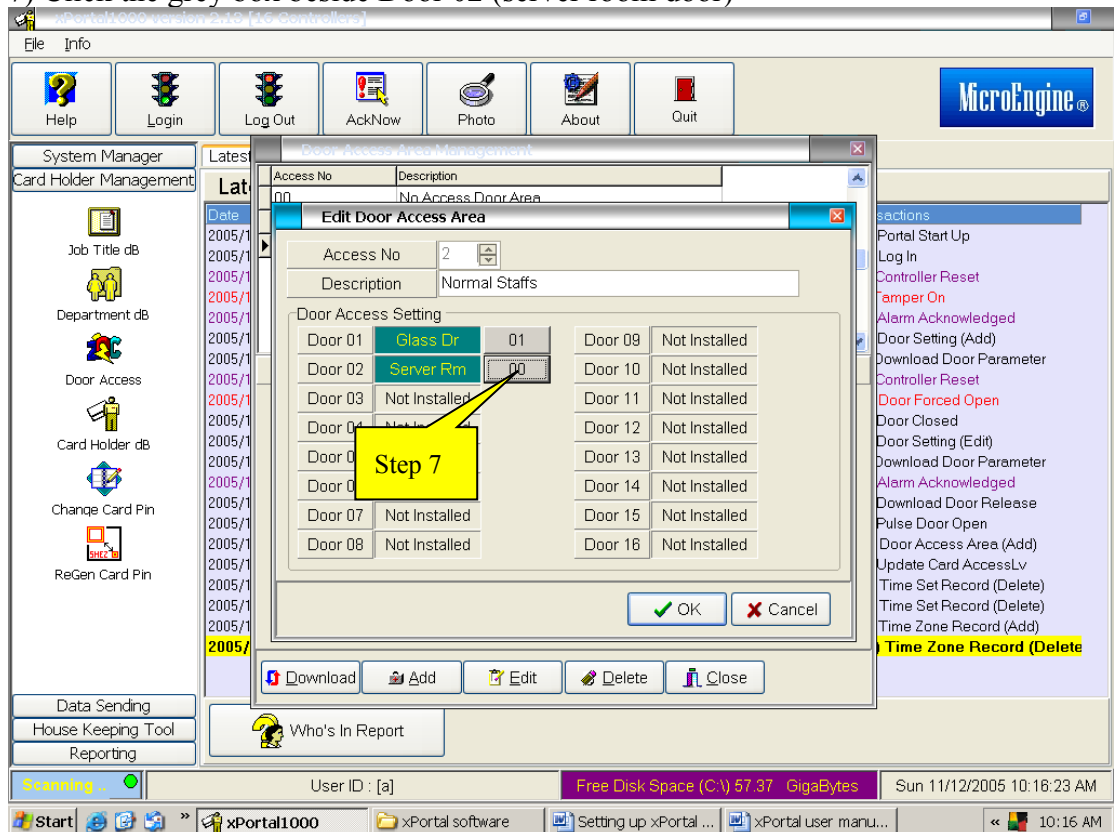


This example we are creating an access group that is only allowed to access to glass door, not allowed to access into server room.

- 4) Click on the Grey color box beside the Door 01(glass door)
- 5) Select time zone 01 so that this access group is allowed to use this door 24hrs everyday
- 6) Click OK

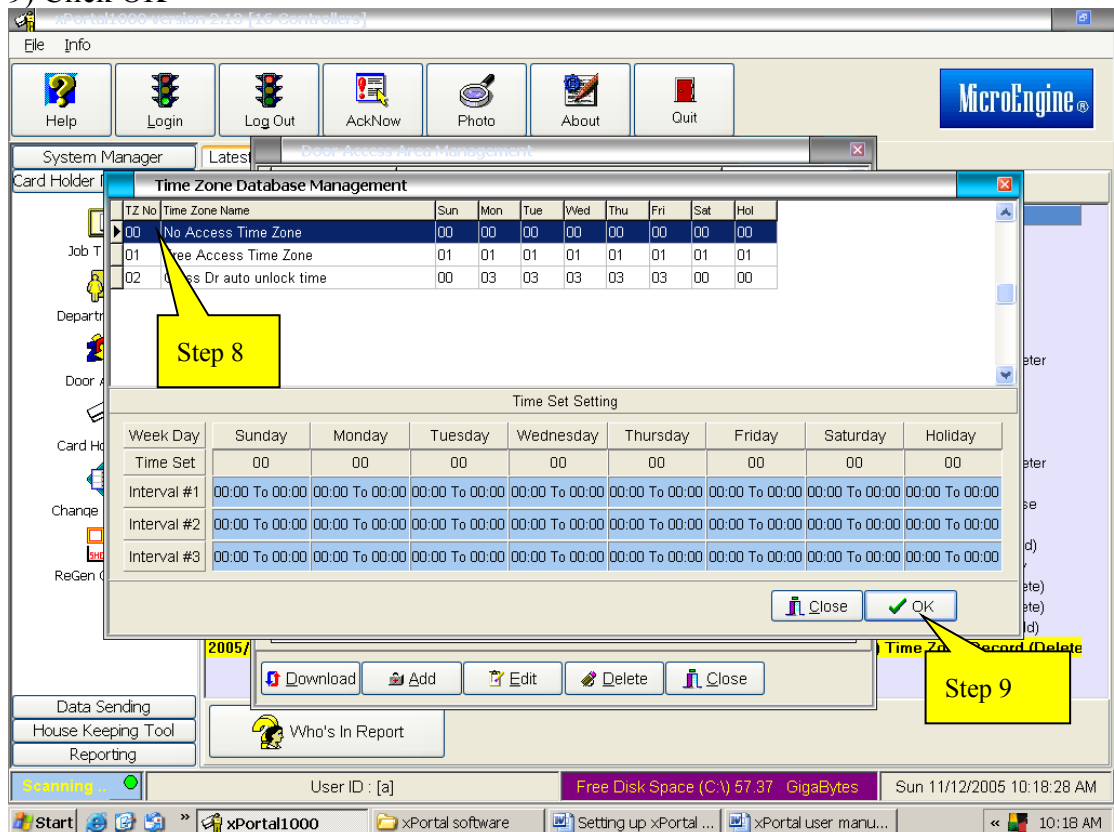


7) Click the grey box beside Door 02 (server room door)



8) Select time zone 00 so that this access group is not allowed to use this door 24hrs everyday

9) Click OK



10) Click OK

The screenshot shows the 'xPortal1000 version 2.10' software interface. The 'Edit Door Access Area' dialog box is open, displaying the following information:

Access No	Description
00	No Access Door Area
01	Free Access Door Area
02	Normal Staffs

The 'Door Access Setting' section shows a grid of door statuses:

Door	Status	Door	Status
Door 01	Glass Dr	Door 09	Not Installed
Door 02	Server Rm	Door 10	Not Installed
Door 03	Not Installed	Door 11	Not Installed
Door 04	Not Installed	Door 12	Not Installed
Door 05	Not Installed	Door 13	Not Installed
Door 06	Not Installed	Door 14	Not Installed
Door 07	Not Installed	Door 15	Not Installed
Door 08	Not Installed	Door 16	Not Installed

A yellow callout box labeled 'Step 10' points to the 'OK' button in the dialog box.

11) Click Yes

The screenshot shows the 'xPortal1000 version 2.10' software interface. The 'Update Door Access' dialog box is open, displaying the following information:

Update Card User Door Access Setting To Door Controller, Now?

The dialog box has 'Yes' and 'No' buttons. A yellow callout box labeled 'Step 11' points to the 'Yes' button.

12) Click close

The screenshot displays the xPortal1000 software interface. The main window is titled "Door Access Area Management" and contains a table of access areas and a "Door Access Area Setting" grid. A yellow callout box labeled "Step 12" points to the "Close" button in the bottom toolbar of the window.

Access No	Description
00	No Access Door Area
01	Free Access Door Area
02	Normal Staffs

Door Access Area Setting				
Door 01	Glass Dr	01	Door 09	Not Installed
Door 02	Server Rm	00	Door 10	Not Installed
Door 03	Not Installed		Door 11	Not Installed
Door 04	Not Installed		Door 12	Not Installed
Door 05	Not Installed		Door 13	Not Installed
Door 06	Not Installed		Door 14	Not Installed
Door 07	Not Installed		Door 15	Not Installed
Door 08	Not Installed		Door 16	Not Installed

Toolbar buttons: Download, Add, Edit, Delete, Close

Yellow callout box: Step 12