

Enrollment –Guide for ARGOS-

1. Create employee files

In case of enrolling, the persons must be created in the personnel database (WEB-GUI) first. The PIN can be defined via the WEB-GUI or via the enrollment procedure at the door station.

2. Start of enrollment menu

Enrollment is made at a door station by holding the green enrollment card on the RFID-reader.

3. Select employee for enrollment

A list of persons who are enabled for enrollment is displayed. This list can be scrolled or jumped directly to the initial letter with the index on the right margin.

4. Select enrollment type

Once a person has been selected, a PIN or a RFID-card can be enrolled for this person. After enrollment, you return to selection list. A different enrollment can be selected. This still refers to the previously selected person.

5. PIN enrollment

If a PIN enrollment is selected; a number block for PIN input is displayed. The following rules for the PIN must be observed:

- PIN must have a minimum of 3 digits
- PIN can consist of a maximum of 7 digits
- PIN cannot start with 0
- PIN cannot be assigned to another person

PIN is stored in the database immediately after pressing the OK-key.

Note: If the PIN is identical to a PIN previously entered for the same person, no error is displayed.

Note: The PIN can only be deleted via WEB-GUI

6. RFID enrollment

If RFID enrollment is selected, a new card can be enrolled by holding an RFID card in front of the RFID-Icon.

- The RFID cards must match the type of the built-in reader (Mifare)
- The card may not be one of the system cards (red-configuration or green-enrollment card)
- The UID of the card may not already be assigned to another person

Note: If the RFID UID is identical to a card previously enrolled for the same person, no error is displayed.

Note: The RFID UID can only be deleted via the WEB-GUI

7. Enabling and disabling of access variants

Access functions PIN and RFID can be selected and combined via the hooks in the access control page of the WEB-GUI. As a result, PIN and RFID can be implemented as multi-stage access method. These settings are stored in the personnel database.

Note: After the enrollment, it is checked whether the access for the selected enrollment type has already been enabled. If this type is not enabled, this is done simultaneously with the enrollment as a single-stage access.