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BioAxxis[®] ThumbLock[®] PCMU User Manual

1. <u>Items Included with the BioAxxis® ThumbLock®</u> <u>PCMU:</u>

- Software CD, including User Manual
- USB 2.0 Fingerprint Sensor
- BioAxxis[®] Flash Drive

2. IMPORTANT NOTE:

Prior to setting up the PCMU software, be sure to do the following:

- Set up correct Date/Time settings at the BioAxxis[®]
 ThumbLock[®] (reference BioAxxis[®] ThumbLock[®] User Manual for details).
- Create Lock ID at the BioAxxis[®] ThumbLock[®] (reference BioAxxis[®] ThumbLock[®] User Manual)

3. <u>Supported Operating Systems:</u>

Win 2000 Service Pack 3, IE6.0 or above, Win 2000 Service Pack 4, Win XP Service Pack 2 and above, Win Server 2003 and Windows Vista

http://www.BioAxxis.com

Section 1 Installing the BioAxxis[®] ThumbLock[®] PCMU Software

1a) Insert PCMU CD into CD ROM drive

1b) CD should auto-run the .exe file. If it does, then follow the system prompts to install the software. If the auto-run feature does not execute, then use the following steps:

- 1bi) Open your CD drive in My Computer
- 1bii) Double click on the **setup.exe** (installation will now take place, follow system prompts to complete installation)

1c) Once installation is complete, a shortcut named, "**ThumbLock Management**" will be present on your desktop.



Section 2 Installing the USB 2.0 Fingerprint Sensor and Driver

2a) Be sure that your installation CD is still in your CD ROM drive, since this is where the driver files are located.

2b) Plug the USB connector of the fingerprint sensor into a free USB port on your laptop or PC (if installing on a PC, be sure to plug into a free USB port on the back of your tower).

2c) Once the fingerprint sensor is plugged into your USB port, you should receive a message in the bottom right hand corner of the screen stating "**Found New Hardware**" and the Hardware Wizard will pop up as follows:





Found New Hardware Wizard

Please choose your search and installation options. Search for the best driver in these locations. Use the check boxes below to limit or expand the default search, which includes local paths and removable media. The best driver found will be installed. Search removable media (floppy, CD-ROM...) Include this location in the search: Socuments and Settings\Sean Conway\Desktop\ 🗸 Browse 2f) Choose this choose the driver to install. option 2g) Choose o select the device driver from a list. Win at e will be the best match for your hardwar BROWSE < Back Next > Cancel





Browse For Folder
Select the folder that contains drivers for your hardware.
Driver Private or </td
To view any subfolders, click a plus sign above.

Found New Hardware Wizard					
Please choose your search and installation options.					
⊙ <u>S</u> earch for the best driver in these locations.					
Use the check boxes below to limit or expand the default search, which includes local paths and removable media. The best driver found will be installed.					
Search removable media (floppy, CD-ROM)					
✓ Include this location in the search:					
E:\PCMU\LC200 PCMU\Driver Srowse					
◯ <u>D</u> on't search. I will choose the driver to install.					
Choose this option to select the device driver from a list. Windows does not guarantee that the driver you choose will be the best match for your hardware.					
2k) Click NEXT BCK Next > Cancel					



Hardware Installation

	The software you are installing for this hardware: PEFIS Astar2200 Device has not passed Windows Logo testing to verify its compatibility with Windows XP. (Tell me why this testing is important.)
	Continuing your installation of this software may impair or destabilize the correct operation of your system either immediately or in the future. Microsoft strongly recommends that you stop this installation now and contact the hardware vendor for software that has passed Windows Logo testing.
E	aund New Hardwaro Wizard
	Completing the Found New Hardware Wizard
	The wizard has finished installing the software for:



2n) Once **FINISH** is clicked, you should receive a message in the bottom right hand corner of your desktop stating that the device is installed and ready to use.

http://www.BioAxxis.com

Section 3 Uninstalling the BioAxxis[®] ThumbLock[®] PCMU Software

a) In the bottom left hand corner of your screen, click **START→CONTROL PANEL**









3f) Follow un-install software prompts thru completion. When uninstallation is complete the **ThumbLock Management** shortcut icon on the desktop will be removed.

http://www.BioAxxis.com

Section 4 Creating/Modifying the Super Administrator and General Administrators

NOTE: Only the Super Administrator can Add and Delete other Administrators as well as perform every other programming function in the PCMU software. The PCMU software has one Super Administrator that can be created and multiple General Administrators.

The multiple General Administrators can perform all functions in the PCMU software, except for changes or deletions of other administrators. However, they can make changes to themselves.

Use the following steps to create the Super Administrator:

4a) Double click on the **ThumbLock Management** shortcut on the desktop.

Bioaccess Control system Version: 2.1.0	
User's Log-in	Login Name Administrator (Super Admin)









dify					×
- Login Info-					_
Login Name	Bob Jones	+			
Verification N	Inda Dace	word & Eingerprin			
Vernication	Passi Passi	word a ringerprin word	τ		×
– Password 8	Finger Finge Passy	erprint word & Fingerprint	-		
Password	******	* Confirm	Password	******	***
2	246.3				
Regular HP	(No)	Enroll	X De	lete	
Backup FP	(No)	Enroll	🛛 🗙 De	lete	
					Gancel
dify - Login Info-					
dify – Login Info- Login Name	Bob Jones				
dify — Login Info- Login Name Verification N	Bob Jones	word & Eingergrin	+		
dify — Login Info- Login Name Verification M — Password 8	Bob Jones tode Pass	word & Fingerprin	t		
dify — Login Info- Login Name Verification M — Password 8	Bob Jones 1ode Pass Finger Finge Pass	word & Fingerprin word erprint word & Fingerprint	t		
dify — Login Info- Login Name Verification N — Password 8 Password	Bob Jones 10de Passi Finger Finge Passi	word & Fingerprin word erprint word & Fingerprint	t Password		Qd ILCI
dify — Login Info- Login Name Verification N — Password 8 Password Regular FP	Bob Jones fode Pass Finger Finge Pass ***********	word & Fingerprin word word & Fingerprint * Confirm * Confirm	t Password X De	********	
dify – Login Info- Login Name Verification M – Password 8 Password Regular FP Backup FP	Bob Jones tode Passi Finger Finge Passi ***********************************	word & Fingerprin word erprint word & Fingerprini * confirm @ Enroll @ Enroll	t Password X De	*******	Qalitzi

4e) LOGIN NAME can be changed from the default of ADMINISTRATOR to whatever you choose.

4f) Choose which of the 3 VERIFICATION TYPES you would like to use to log into the PCMU software with. In this case we are choosing PASSWORD & FINGERPRINT. By doing this, the Super Admin will need to enter their password and scan their FP to log into the PCMU software.

If you were to only choose PASSWORD from the drop down menu, then step 4g would be followed.

If you were to only choose FINGERPRINT, then step 4h would be followed.

4g) Enter the alpha-numeric password you would like. It can be any amount of characters and numbers. Re-enter the same password in the Confirm Password field.

4h) On Regular FP, click Enroll to register your primary fingerprint.







4i) Click the first box to add your fingerprint. For all three boxes, you will enroll the SAME finger. Be sure to choose a finger that has a clearly defined ridge pattern where a center swirl (vortex) can be clearly seen in the center of your fingerprint.

Sensor Config



4j) Rest your fingerprint (that has a clearly defined ridge pattern) on the glass of the USB Fingerprint sensor. You may need to practice a couple of times to be sure that the vortex of your fingerprint is centered when registering. If your fingerprint has many cracks going across OR if the image is faded, be sure to use a different finger that is better defined.





Modify		
Login Info Login Name Bob Verification Mode	Jones Password & Fingerprint	4m) To add a backup finger (different from the Regular FP that was just enrolled), click ENROLL next to Backup FP. Follow the same process as steps
Password & Finge	rprint	4I-4j.
Password ****	Confirm P	asword ********
Regular FP (OK) 🛐 Enroll	× Delete
Backup FP (No) 🛐 Enrol	× Delete
		QK <u>C</u> ancel

- Login Info-						
Login Name	Bob Jones	2				
Verification M	lode Pass	word & Fing	erprint			~
– Password 8	Fingerprint	2				
Password	********	<u>د</u> د	onfirm Pass	word **	*******	
Regular FP	(OK)	Er	roll	× Delet	e	
Backup FP	(OK)	🕅 Er	roll	× Delet	e	



4o) The Super Administrator can also create multiple General Administrators. To do this, use the following steps:



4q) **Follow steps 4e to 4n** from this section to add a new General Administrator. Once completed, the Super Administrator can use the same process to add multiple General Administrators. The General Administrator/s will need to be present if they are going to have fingerprints associated to their General Administrator account.



Section 5 Logging into the BioAxxis[®] ThumbLock[®] PCMU Software (Super and General Administrators)

5a) Double click on the ThumbLock Management icon that is located on your desktop.







Section 6 Deleting General Administrator Accounts

NOTE: Only the Super Administrator can Delete other Administrators, therefore you must be a Super Administrator and logged in as a Super Administrator to perform the following function:



Delete Admin	3
Select Admin Jack	6b) Choose the General Administrator to be deleted and click DELETE.
Gil Joe Jack	





Delete Admin 🛛 🔀	
Select Admin Gil Joe	6d) General Admin has been successfully deleted, click CANCEL.
Delete Cancel	

Section 7 Setting up and Modifying Individual/Multiple BioAxxis[®] ThumbLock[®] Access

IMPORTANT NOTE:

Prior to setting up the BioAxxis[®] ThumbLocks[®] in the PCMU software, be sure to do the following:

- Set up correct Date/Time settings at the BioAxxis[®]
 ThumbLock[®] (reference BioAxxis[®] ThumbLock[®] User Manual for details).
- Create Lock ID at the BioAxxis[®] ThumbLock[®] (reference BioAxxis[®] ThumbLock[®] User Manual).

CAUTION

FALSE ACCEPTANCE RATE WILL INCREASE IF SENSITIVITY LEVEL IS RAISED TO LEVEL 8 or 9.







Lock	\mathbf{X}
General Time Setting	
Lock ID * 1 👻 Name * Front Door	
Fingerprint Sensitivity : 7	
Verification Mode : 1:1 	O 1:N O Both
Info	Save Cancel

7c) Use the up/down arrows or type in the LOCK ID number that you are creating (again, this should correspond to the Lock ID that has already been created at the lock).

7d) Type in a NAME for the lock.

7e) Choose the desired level of FINGERPRINT SENSITIVITY from the drop down menu. Level 1 is the MOST stringent (requires very well defined fingerprint ridge patterns and almost perfect fingerprint placement) AND Level 9 is the LEAST stringent (requires less defined ridge patterns and is more forgiving of fingerprint placement).

7f) Under VERIFICATION MODE, there are three choices for how all enrolled users will verify themselves for access to unlock the specific door lock:

- 1:1...When this is chosen, all users enrolled at this lock must enter their User ID, then verify their enrolled Fingerprint or PIN Code to successfully unlock the door.
- 1:N...When this is chosen, all users enrolled at this lock will only need to match their enrolled Fingerprint or PIN Code to successfully unlock the door.
- BOTH...When this is chosen, all enrolled users can use the 1:1 OR 1:N method to successfully unlock the door.

In this case, we are going to click on 1:1.



Lock 7a) Click TIME
General Time Settin
Lock ID * 1 🛞 Name * Front Door
Fingerprint Sensitivity : 7
Info Save Cancel
Lock
General Time Setting
Time Mode: 🖉 All Dates and Times 🕥 invalid 🔘 Routine
🗹 Sun 🗹 Mon 🔽 Tue 🔽 Wed 🗹 Thu 🗹 Fri 🔽 Sa
Date from Saturday , Jan 🛩 to Thursday , Dece 🛩
Time from 12:00:00 AM 🚖 to 11:59:59 PM 🚖
Info Save Cancel

Lock	X
General Time Setting	
Time Mode: 💿 All Dates and Times 🔘 Invalid 🛛 Routine	
🗹 Sun 🗹 Mon 🗹 Tue 🔽 Wed 🗹 Thu 🗹 Fri 🗹 Sat	
Date from Saturday , Jan 💌 to Thursday , Dece 💌	
Time from 12:00 7i) Once Time Mode has been	
chosen/created, click SAVE	
Info Save Cancel	

7h) Under the TIME SETTING tab, there are three TIME MODES that may be chosen for the lock:

ALL DATES AND TIMES...When this is chosen, the specific lock allows for all enrolled Users to have access to unlock the door. The exception to this is if specific Timed Access is set up for individual Users.

INVALID...This can also be called lock down mode. When this is enabled, only Administrators for the specific lock will have access to unlock the door.

ROUTINE...This mode allows for timed access to the lock to be created for specific dates, days of the week and time frames within the days of the week chosen.

NOTE: The Time Setting chosen/created for the lock will override any specific Timed Access assigned for a specific User. For example, if ROUTINE is chosen for the lock and set to Mon, Wed and Fri 9am to 5pm, Users will only have access to unlock the door during the set days and times, no matter what individual timed access was set for them.

BioAxxis[®] ThumbLock[®]









Section 8 Adding/Modifying Users at Individual Locks





ser	
5 General	🖲 FP & PIN 🛛 💖 Time Setting
Name	* Bill Smith
Remark	
	ole of the user in current lock
User ID	* 001 (Admin:001-003 User:004-999)
Role	Admin
	/
	<u>S</u> ave <u>C</u> ancel
	Save Cancel
sor	Save Cancel
ser General	Save Gancel
ser	Save Cancel
ser General Name	Save Cancel
Ser General Name Remark	Save Cancel
Ser General Name Remark	Save Cancel
Ser General Name Remark	Save Cancel
Ser General Name Remark — ID & R	Save Cancel
Ser General Name Remark — ID & Rr	Save Cancel
Ser General Name Remark — ID & Ru User ID	Save Cancel
Ser General Name Remark — ID & Ri User ID Role	Save Cancel
Ser General Name Remark — ID & Ru User ID Role	Save Cancel
Ser General Name Remark — ID & Ru User ID Role	Save Cancel

8c) Enter a NAME to associate to the User.

8d) Enter a 3 digit USER ID.

NOTE: USER ID numbers 001-003 have Administrative rights at the specific lock they are being created for. This means that they can make any programming updates or changes at the lock with their administrator fingerprint.

Users 004-999 will only have access to unlock the door that their fingerprints and/or PIN Codes are assigned to. They do not have access to make any programming updates or changes at the lock.



User	8f) If a PIN Code is
Seneral 😣 FP & PIN 🤫 Time Setting	desired for the specific User, click on the check
✓ PIN Code (The max length of PIN code is 10 and all should be digital. PIN Code *** Confirm PIN Code ***	box for PIN code. If a PIN Code is not desired, then leave the PIN Code checkbox
Finger 1 📓 Enroll 🗙 Delete (No)	8g) Enter a 1-10 digit PIN
Finger 2 📓 Enroll 🗙 Delete (No)	Code and re-enter the same 1-10 digit PIN
Finger 3 📓 Enroll 🗙 Delete (No)	Code.
	_
<u>Save</u> <u>Cance</u>	
liser –	
General 🛞 FP & PIN 🕲 Time Setting	8h) Three different fingerprints (from

PIN Code (The max length of PIN code is 10 and all should be digita PIN Code *** Confirm PIN Code ***	fingerprints (from three different fingers) can be enrolled for the individual User.
Finger 1 Image: Enroll X Delete (No) Finger 2 Image: Enroll X Delete (No) Finger 3 Image: Enroll X Delete (No)	8i) Click ENROLL next to FINGER 1 to enroll the first of the three Users' fingerprints.
<u>Save</u>	el



Register FP	
	8j) Click the first box to enroll the fingerprint. For all three boxes, the User will enroll the SAME finger. Be sure to choose a finger that has a clearly defined ridge pattern where a center swirl (vortex) can be clearly seen in the center of the fingerprint.
Each finger should be captured three times i Confirm Cancel	Sensor Config









User	
Seneral 😣 FP & PIN 🛞 Time Setting	
PIN Code (The max length of PIN code is 10 and all should be di PIN Code *** Confirm PIN Code ***	gital.)
Finger 1 Image: Enroll X Delete (OK) 8n) Foi Finger 2 Image: Enroll X Delete (No) enroll Finger 3 Image: Enroll X Delete (No) selecte	low steps 8i thru 8m to the Users' other two ed fingerprints.
Save C	ancel
User	
👃 General 🥺 FP & PIN 🐞 Time Setting	80) Click TIME SETTING tab
PIN Code (The max length of PIN code is 10 and all should be di PIN Code **** Confirm PIN Code ****	to create Timed Access for the User at the specific lock.
✓ PIN Code (The max length of PIN code is 10 and all should be di PIN Code **** Confirm PIN Code **** Finger 1 ✓ Delete (OK) Finger 2 ✓ Enroll ✓ Delete (OK)	to create Timed Access for the User at the specific lock.
✓ PIN Code (The max length of PIN code is 10 and all should be di PIN Code **** Confirm PIN Code **** Finger 1 Image: Enroll X Delete (OK) Finger 2 Image: Enroll X Delete (OK) Finger 3 Image: Enroll X Delete (OK)	to create Timed Access for the User at the specific lock.



to

to

<u>S</u>ave

Cancel

8p) Under the TIME SETTING tab, specific timed access can be created for the specific User for the lock that they are assigned to.

NOTE: Per Section 7h, the Timed Lock Access that has been assigned, will override any specific Timed User access that has been assigned.

8q) Under the TIME SETTING tab, there are three TIME MODES that may be created for the specific User:

ALL DATES AND TIMES...When this is chosen, the specific User has access to unlock the door at any time with their enrolled Fingerprint or PIN Code.

INVALID...This can also be called lock down mode for the specific User. When this is enabled, the User will not be able to unlock the door with their enrolled Fingerprint or PIN Code.

ROUTINE...This mode allows for the User to have specific timed access to the unlock the door with their enrolled Fingerprint or PIN Code, only for specific dates, days of the week and time frames within the days of the week chosen.

Date from

Add to all locks

Time from 12:00:00 AM

BIOAXXIS



User 🛛 🔀
🔒 General 🤕 FP & PIN 🧠 Time Setting
Time Mode: All Dates and Times Invalid Routine
🗹 Sun 🗹 Mon 🗹 Tue 🗹 Wed 🗹 Thu 🗹 Fri 🔽 Sat
Date from Saturday , Jan 🗸 to Thursday , Dece 🔨
Time from 12:00:00 AM 🔷 to 11:59:59 PM 🗢
Add to all locks
chosen/created_click_SAVE
chosen/created, citck SAVE





8t) Follow the same process from Section 8 to add additional Users.



User	
💄 General	🧐 FP & PIN 👏 Time Setting
Name Remark	* Bill Smith
ID & Ro	ble of the user in current lock
User ID	* 001 (Admin:001-003 User:004-999)
Role	Admin
	Save Cancel 8w) Make changes and click SAVE

Section 9 Assigning User/s to Multiple Locks

9a) To assign an Individual User to Multiple Locks, use the following steps:







9g) To assign Multiple Users to Multiple Locks, use the following steps:





					Select - Count
w overlapping	paper)	Bill Smith	001	Admin	All Dates & Times
ne 3/22/2009 7:54:45 PM	Break Room	Jack Tomlinson	005	User	All Dates & Times
anceret	Looper .	Tony Filburn	004	User	All Dates & Times
System Log Import Record Query and Print Record					





Section 10 Deleting Users from the PCMU

10a) Use the following steps to delete a Single User from an Individual Lock:





10d) Use the following steps to delete a Single User from Multiple Locks:



💼 Select 🕶 C	ount: 2			Control Gamma
Name	Lock	User ID	Role	1
Jack TorNinson	Front Door	005	User	
Jack Tomlinson	Break Roon	005	User	
	screen displays al	l of the locks th	nat the USER is	
signed to. To de	ete the USER from DELETE USER icon	an individual l (picture of per	ock, highlight the rson with red X).	



User in Locks			_ D
🖌 💐 Select 🗸 Count: 2			_
Nan All	UserID	Role	
Jack Invert selection	005	User	
Jack Tomlinson Bruak Room	005	User	



10h) Use the following steps to delete Multiple Users from an Individual Lock:



10k) Use the following steps to delete ALL Users from an Individual Lock:



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Section 11 Exporting Data to Flash Drive for Uploading Data to BioAxxis[®] ThumbLocks[®]

NOTE: All Lock and User Data that is exported from the PCMU to the Flash Drive, then uploaded to the BioAxxis[®] ThumbLock/s[®] will overwrite any existing data in the BioAxxis[®] ThumbLock/s[®] that data is being uploaded into.

11a) Plug your Flash Drive into the USB port of your Laptop or PC.

11b) Use the following steps to export Individual Lock/User Data to the Flash Drive:







11i) Use steps 11c thru 11h to Export other Individual Lock/User data to the Flash Drive.

11j) Use the following steps to export ALL Locks/User Data to the Flash Drive:





BioAxxis[®] ThumbLock[®]



Section 12 Uploading Exported Data from the Flash Drive to the BioAxxis[®] ThumbLock[®]

NOTE: All Lock and User Data that is exported from the PCMU to the Flash Drive, then uploaded to the BioAxxis[®] ThumbLock/s[®] will overwrite any existing data in the BioAxxis[®] ThumbLock/s[®]that data is being uploaded into.

12a) Unplug the Flash Drive with exported data from your Laptop/PC.





BioAxxis[®] ThumbLock[®]

12c) Click on "M"

NOTE:

- "M" is the Menu option. This controls all Menu Options on the BioAxxis[®] ThumbLock[®].
- "E" is for Exit. When this is pressed the existing menu will be closed. If pressed multiple times, the message "BYE" will appear, all Menu screens are exited and LCD will power off.
- UP and DOWN arrows scrolls thru menu options.









12d) If an Export Upload to the lock has been done in the past, the message on the LCD, "PRESS MASTER FP" appears. This means that an enrolled Administrator (Master) Fingerprint needs to be verified to gain access to the locks' menu options.

When the message, "PRESS MASTER FP" appears on the LCD, rest an enrolled Administrators' Fingerprint (registered as User ID 001-003 for this lock in the PCMU) on the ThumbLock's fingerprint sensor (located on the outside unit). The fingerprint sensor will stay powered on for 5 seconds before powering off.

If this is the first time doing an Export Upload to the lock, this step can be skipped.

12e) The Main Menu screen is displayed after successfully completing step 12d.

12f) Press the DOWN ARROW until Option 3. U-DISK OP is highlighted.

12g) Press "M" to select





- 12h) Press the DOWN ARROW until Option 3.2 DATA UPDATE is highlighted.
- 12i) Press "M" to select





12j) While data is being uploaded from Flash Drive to the BioAxxis® ThumbLock® the message, "REC READING" appears on the LCD.

12k) When the Data Upload is complete, the LCD will revert back to 3.2 DATA UPDATE (highlighted) on the LCD.

12l) Press "E" (for Exit), until the LCD powers off.

12m) Remove the Flash Drive from the bottom of the BioAxxis® ThumbLock®

BioAxxis[®] ThumbLock[®]



12n) Repeat steps of Section 12 at all BioAxxis[®] ThumbLocks[®] where data has been exported from the PCMU to the Flash Drive.

12o) For steps on how to unlock the door with Fingerprints/PIN Codes that has been uploaded from the Flash Drive to the BioAxxis[®] ThumbLock/s[®], see BioAxxis[®] ThumbLock[®] User Manual.

Section 13 Viewing/Printing/Exporting System Logs in the PCMU

Note: System Log records display all programming that has been done in the PCMU by Date/Time, Admin and Operation. This is not to be confused with imported Audit Trail Records (Section 14).

13a) Use the following steps to Download System Log Records:











	Date	Admin	Operation	
Query Condition	3/21/200-3:24 PM	Bob Jones	Edit Lock: Front Door about : None	
Date	3/21/2009 3 26 PM	Bob Jones	Create Lok : 2 - Back Door	
	3/21/2009 3:37 PM	Bob Jones	Shutdow	
From uesday , March 💌	3/22/2009 2:31PM	Bob Jones	Login	
To Wednesday, March 🛩	3/22/2009 4:25 P1	Bob Jones	New user Bill Smith	
	3/22/2009 5:26 PM	Bob Jones	Creat Lock : 3 - Break Room	
Admin	3/22/2009 5:31 PM	Bob Jones	New ser Tim Jones	
like	3/22/2009 5:32 PM	Bob Jones	Dele ed user : Tim Jones	
	3/22/2009 5:32 PM	Bob Jones	Del ted user : Bill Smith	
Operation	3/22/2009 5:33 PM	Bob Jones	Deleted user : Bill Smith	
lke	3/22/2009 5:43 PM	Eub Jones	N w user Tony Filburn	
	3/22/2009 5:46 PM	Bon Jones	I ew user Jack Tomlinson	
	3/22/2009 8:18 PM	Bob jones	hutdown	
	3/23/2009 3:20 PM	Bob Jones	Login	
	3/23/2009 4:11 PM	Bob Jornes	Deleted user : Bill Smith	
	3/23/2009 5:08 PM	Bob Jones	Shutdown	
	3/24/2009 11:01 AM	Bob Jones	Login	
	3/24/2009 1:04 PM	Bob Jones	Export Lock 1-Front Door	
	2/24/2020 2-24 214	Dale James	France and a France Press	

the event, the PCMU Admin that performed the event and the Operation that was performed per the Query Conditions entered.

92 records returned.

ry and Print Logs					
Query Carport APrint	Preview 🔯 C	llose			
	Date		Admin	Operation	
Query Condition	3/21/	2009 3:24 PM	Bob Jones	Edit Lock: 1 - Front Door about : None	
Z Date	3/21/	2009 3:26 PM	Bob Jones	Create Lock : 2 - Back Door	
	т	09 3:37 PM	Bob Jones	Shutdown	
Fro 13g) TO PRIN		09 2:31 PM	Bob Jones	Login	
retrieved rec	ords.	09 4:25 PM	Bob Jones	New user Bill Smith	
recificated		09 5:26 PM	Bob Jones	Create Lock : 3 - Break Room	
Click the PRI	NT	09 5:31 PM	Bob Jones	New user Tim Jones	
18 In other		09 5:32 PM	Bob Jones	Deleted user : Tim Jones	
button.		09 5:32 PM	Bob Jones	Deleted user : Bill Smith	
] q		09 5:33 PM	Bob Jones	Deleted user : Bill Smith	
like	3/22/	2009 5:43 PM	Bob Jones	New user Tony Filburn	
	3/22/	2009 5:46 PM	Bob Jones	New user Jack Tomlinson	
	3/22/	2009 8:18 PM	Bob Jones	Shutdown	
	3/23/	2009 3:20 PM	Bob Jones	Login	
	3/23/	2009 4:11 PM	Bob Jones	Deleted user : Bill Smith	
	3/23/	2009 5:08 PM	Bob Jones	Shutdown	
	3/24/	2009 11:01 AM	Bob Jones	Login	
	3/24/	2009 1:04 PM	Bob Jones	Export Lock 1-Front Door	
	3/24/	2009 2:21 PM	Bob Jones	Export Lock 1-Front Door	
	3/24/	2009 2:21 PM	Bob Jones	Export Lock 2-Back Door	
	3/24/	2009 2:21 PM	Bob Jones	Export Lock 3-Break Room	
	3/24/	2009 6:58 PM	Bob Jones	Shutdown	
	3/25/	2009 1:00 PM	Bob Jones	Login	
	3/25/	2009 1:05 PM	Bob Jones	Import records	



Down I Brann Down Down	1 Cal days	Close .						
O Query Contexport O Print O Preview	V Oose							
	Date	Admin	Operation					
Query Con	3/21/2009 3:24 PM	Bob Jones	Edit Lock: 1 - Front Door about : None					
P Dat	3/21/2009 3:26 PM	Bob Jones	Create Lock : 2 - Back Door					
	3/21/2009 3:37 PM	Bob Jones	Shutdown					
From La larch M	3/22/2009 2:31 PM	Bob Jones	Login					
To W March 💌	3/22/2009 4:25 PM	Bob Jones	New user Bill Smith					
	3/22/2009 5:26 PM	Bob Jones	Create Lock : 3 - Break Room					
13h) To EXPORT	3/22/2009 5:31 PM	Bob Jones	New user Tim Jones					
	3/22/2009 5:32 PM	Bob Jones	Deleted user : Tim Jones					
retrieved data to	3/22/2009 5:32 PM	Bob Jones	Deleted user : Bill Smith					
	3/22/2009 5:33 PM	Bob Jones	Deleted user : Bill Smith					
an IVIS EXCEL TILE,	3/22/2009 5:43 PM	Bob Jones	New user Tony Filburn					
lick on the	3/22/2009 5:46 PM	Bob Jones	New user Jack Tominson					
	3/22/2009 8:18 PM	Bob Jones	Shutdown					
XPORT button	3/23/2009 3:20 PM	Bob Jones	Login					
	3/23/2009 4:11 PM	Bob Jones	Deleted user : Bill Smith					
	3/23/2009 5:08 PM	Bob Jones	Shutdown					
	3/24/2009 11:01 AM	Bob Jones	Login					
	3/24/2009 1:04 PM	Bob Jones	Export Lock 1-Front Door					
	3/24/2009 2:21 PM	Bob Jones	Export Lock 1-Front Door					
	3/24/2009 2:21 PM	Bob Jones	Export Lock 2-Back Door					
	3/24/2009 2:21 PM	Bob Jones	Export Lock 3-Break Room					
	3/24/2009 6:58 PM	Bob Jones	Shutdown					
	3/25/2009 1:00 PM	Bob Jones	Login					
	3/25/2009 1:05 PM	Bob Jones	Import records					





Section 14 Exporting Audit Trail Records from the BioAxxis[®] ThumbLock[®] to the Flash Drive





14b) Click on "M"

NOTE:

- "M" is the Menu option. This controls all Menu Options on the BioAxxis[®] ThumbLock™.
- "E" is for Exit. When this is pressed the existing menu will be closed. If pressed multiple times, the message "BYE" will appear, all Menu screens are exited and LCD will power off.
- UP and DOWN arrows scrolls thru menu options.









14c) When the message, "PRESS MASTER FP" appears on the LCD, rest an enrolled Administrators' Fingerprint (registered as User ID 001-003 for this lock in the PCMU) on the BioAxxis® ThumbLock® fingerprint sensor (located on the outside unit). The fingerprint sensor will stay powered on for 5 seconds before powering off.

14d) The Main Menu screen is displayed after successfully completing step 12d.



14f) Press "M" to select







14g) Press Option 3.1 RECORD OUT to begin download of audit trail records to the flash drive.



14h) When the Audit Trail Download is complete, the LCD will revert back to 3.1 RECORD OUT (highlighted) on the LCD.

14i) Press "E" (for Exit), until the LCD powers off.

14j) Remove the Flash Drive from the bottom of the BioAxxis[®] ThumbLock[®]

http://www.BioAxxis.com

Section 15 Importing Audit Trail Records from the Flash Drive into the PCMU

15a) Plug Flash Drive into available USB Port on your PC/Laptop





Look in	KINGSTON	l (F:)	🖌 🖸 🖸	15d) Choose the file from
	0001.REC	4		your flash drive, where
Av Roport				the four digit file name
ocuments				corresponds to the LOCK
				ID number that the Audit
Desktop				Trail records have been
				downloaded from.
				15a) Click ODEN
Documents				15e) CICK OPEN
-				
ly Computer				
	File name:	0001.REC		V Open
My Network	Files of type:	Lock records file (*.RE	C)	Cancel

Import Record	
File for import	
F:\0001.REC	Browse
3	
and a second	
Delete the file after successfully done	Import



Import Record File for import		15g) When audit trail records have been
F:\0001.REC Browse → Importing records, please wait → Correct: 10, Incorrect: 0, Repeated:0		successfully downloaded, the message COMPLETED appears.
✓ Completed.	7	15h) Click CLOSE
Delete the file after successfully done Import Close		

Section 16 Viewing, Printing and Exporting Downloaded Audit Trail Records









Query Condition Access ime Lock ID Lock Name User Variant Operation V Date 2009-03-18 11:15:4% 1 Front Door 001 Bill Smith Access from sched Sky, March 2009-03-18 11:17:5 1 Front Door 001 Failed FP Access Uber Name 2009-03-18 11:17:5 1 Front Door 001 Failed FP Access Uber Name 2009-03-18 11:17:5 1 Front Door 001 Failed FP Access 2009-03-18 11:17:5 1 Front Door 001 Failed FP Access 2009-03-18 11:17:5 2009-03-18 11:17:9 1 Front Door 100 Failed FP Access 2009-03-18 11:17:9 2009-03-18 11:17:9 1 Front Door 100 Failed FP Access 2009-03-18 11:17:9 2009-03-18 11:17:9 1 Front Door 11 BI Smith Loon System Mary Lock Name 1 Beet revent, Lock ID that the event took place at, Lock Name that the Lock ID is associated to, User ID associated to the event, User Nam associated to the User ID and the Operation that was performed point				14.14		1.00	10 11	
Query Constraints 2009-03-18 11:16:48 1 Front Door 001 Bit Smith Jeoud System Meru Query Constraints 2009-03-18 11:17:04 Anrit Door 000 Failed FP Access from schesday, March 2009-03-18 11:17:25 1 Front Door 000 Failed FP Access User Name 2009-03-18 11:17:25 1 Front Door 00 Failed FP Access User Name 2009-03-18 11:17:48 1 Pront Door 00 Failed FP Access 2009-03-18 11:17:49 1 Pront Door 00 Failed FP Access 2009-03-18 11:17:49 1 Pront Door 100 Failed FP Access 2009-03-18 11:17:49 1 Pront Door 100 Failed FP Access 2009-03-18 11:17:49 1 Pront Door 100 Failed FP Access 2009-03-18 11:17:49 1 Pront Door 101 Failed FP Access 2009-03-18 11:17:49 1 Pront Door 101 Failed FP Access 2009-03-18 11:17:49 1 Pront Door 11 Bit Smith Door System Meru Lock Name 1 16e)	Query Condition	Access Time	LOCK ID	LOCK Name	User ID	User Name	Operation	
Date 2009-03-18 11:17:04 Ant Door 000 Faled FP Access from stdnesday, March 1 Front Bor 000 Faled FP Access to stdnesday, March 1 Front Bor 00 Faled FP Access User Name 2009-03-18 11:17:45 1 Front Bor 00 Faled FP Access User Name 2009-03-18 11:17:45 1 Front Bor 00 Faled FP Access User Name 2009-03-18 11:17:48 1 Front Doo 10 Faled FP Access Lock Name 16e) Retrieved Audit Trail records will display the Date and Time of the event, Lock ID that the event took place at, Lock Name that the Lock ID is associated to, User ID associated to the event, User Name © operation associated to the User ID and the Operation that was performed point	guery condition	2009-03-18 11:16:48	1	Front Door	001	Bill Smith	ogout System Menu	
from sdresday, March	Date	2009-03-18 11:17:04		Pont Door	000		Failed FP Access	
advector 2009-03-18 11:17:25 1 Forture 0.0 Faled PP Access User Name 2009-03-18 11:17:39 1 Face Name Faled PP Access User Name 2009-03-18 11:17:57 1 Front Door 0.0 Faled PP Access Lock Name 1 Front Door 0.0 Faled PP Access Faled PP Access Lock Name 1 Front Door 0.0 Faled PP Access Faled PP Access Lock Name 1 Front Door 0.0 Faled PP Access Faled PP Access Lock Name 1 Front Door 0.0 Faled PP Access Faled PP Access Lock Name 1 Fort Door 0.0 Faled PP Access Faled PP Access Ible	from ednesday, March	2009-03-18 11:17:16	1	Front Door	00		Failed FP Access	
to sthesday, March		2009-03-18 11:17:25	1	Front Loor	00		Failed FP Access	
User Name 2009-03-18 11:17:48 1 Front Do Fold PF Access Ike 2009-03-18 11:17:57 1 Front Door Fold PF Access Ike 2009-03-18 11:17:57 1 Front Door Fold PF Access I lock Name 16e) Retrieved Audit Trail records will display the Date and Time of the event, Lock ID that the event took place at, Lock Name that the Lock ID is associated to, User ID associated to the event, User Nam associated to the User ID and the Operation that was performed points	to ednesday, March M	2009-03-18 11:17:39	1	Front Doo	00		Failed FP Access	
J use text. 2009-03-18 11:17:57 1 Front Door Falled PIN access J use text. 2009-03-18 11:19:49 1 Front Door Falled PIN access J use text. 16e) Retrieved Audit Trail records will display the Date and Time of the event, Lock ID that the event took place at, Lock Name that the Lock ID is associated to, User ID associated to the event, User Name J Operation Lock ID is associated to the User ID and the Operation that was performed point	Liser Name	2009-03-18 11:17:48	1	Front Dear	00		Failed FP Access	
Intel 2009-03-18 11:19:49 1 Pront Door 1 Bill Smith Loon System Mery Lock Name 16e) Retrieved Audit Trail records will display the Date and Time of the event, Lock ID that the event took place at, Lock Name that the Lock ID is associated to, User ID associated to the event, User Name 9 Operation Lock ID is associated to the User ID and the Operation that was performed per	n	2009-03-18 11:17:57	1	Front Door			Failed PIN access	
Lock Name 16e) Retrieved Audit Trail records will display the Date and Time of the event, Lock ID that the event took place at, Lock Name that the Lock ID is associated to, User ID associated to the event, User Name Coperation Lock ID is associated to, User ID associated to the event, User Name • Unlock by FP associated to the User ID and the Operation that was performed performance performed performance performed performance performanc	IKE	2009-03-18 11:19:49	1	Front Door	41	Bill Smith	Login System Menu	
Corection Lock ID is associated to, User ID associated to the event, User Nam whick by FP via associated to the User ID and the Operation that was performed p	Lock Name	16e) Retrieved the event, Loc	l Audit k ID th	t Trail re tat the e	cords v vent to	vill displa ok place	y the Date and T at, Lock Name th	ime o nat th
= Unlock by FP associated to the User ID and the Operation that was performed po] Operation	Lock ID is asso	ciated	to, Use	r ID ass	ociated t	<mark>o the event, Use</mark> i	r Name
	= Unlock by FP	associated to	the Us	er ID an	d the O	peration	that was perform	ned pe
the Query Conditions entered	the contraction for the second s							





Query CExport OPrint	Preview 🛛 🔯 Close							Count: 3
	Access Time		Lock ID	Lock Name	User ID	User Name	Operation	
Query Condition	2009-03-18 11	:16:48	1	Front Door	001	Bill Smith	Logout System Menu	
	2009-02-19 11	17:04	1	Front Door	000		Failed FP Access	
16f) To PRINT r	etrieved	16	1	Front Door	000		Failed FP Access	
records, click th	ne PRINT	25	1	Front Door	000		Failed FP Access	
hutton		39	1	Front Door	000		Failed FP Access	
button	•	48	1	Front Door	000		Failed FP Access	
		57	1	Front Door	000		Failed PIN access	
IKE	2009-03-18 11	:19:49	1	Front Door	001	Bill Smith	Login System Menu	
Lock Name	2009-03-18 11	:20:56	1	Front Door	001	Bill Smith	Logout System Menu	
like	2009-03-18 11	:23:29	1	Front Door	005	Jack Tominson	Unlock by FP	
_	2009-03-18 11	:23:39	1	Front Door	005	Jack Tomlinson	Unlock by Password	
Operation	2009-03-18 11	:26:02	1	Front Door	001	Bill Smith	Login System Menu	
= Unlock by FP 😽	2009-03-18 11	:26:31	1	Front Door	001	Bill Smith	Logout System Menu	
	2009-03-18 11	:26:50	1	Front Door	001	Bill Smith	Unlock by FP	
	2009-03-18 11	:27:48	1	Front Door	000		Failed FP Access	
	2009-03-18 11	:27:59	1	Front Door	005	Jack Tominson	Unlock by FP	

🔑 Query 🛛 🛅 Export 🍐 Print 🐧 Previ	ew 🛛 🔯 Close						Count: 32
	Access Time	Lock ID	Lock Name	User ID	User Name	Operation	
Query	2009-03-18 11:16:48	1	Front Door	001	Bill Smith	Logout System Menu	
✓ Date	2009-03-18 11:17:04	1	Front Door	000		Failed FP Access	
	2009-03-18 11:17:16	1	Front Door	000		Failed FP Access	
Sg) To EXPORT	009-03-18 11:17:25	1	Front Door	000		Failed FP Access	
etrieved data to an AS EXCEL file, click on he EXPORT button	009-03-18 11:17:39	1	Front Door	000		Failed FP Access	
	009-03-18 11:17:48	1	Front Door	000		Failed FP Access	
	009-03-18 11:17:57	1	Front Door	000		Failed PIN access	
	009-03-18 11:19:49	1	Front Door	001	Bill Smith	Login System Menu	
	009-03-18 11:20:56	1	Front Door	001	Bill Smith	Logout System Menu	
104	009-03-18 11:23:29	1	Front Door	005	Jack Tomlinson	Unlock by FP	
_	2009-03-18 11:23:39	1	Front Door	005	Jack Tomlinson	Unlock by Password	
Unlock by FP	2009-03-18 11:26:02	1	Front Door	001	Bill Smith	Login System Menu	
	2009-03-18 11:26:31	1	Front Door	001	Bill Smith	Logout System Menu	
_	2009-03-18 11:26:50	1	Front Door	001	Bill Smith	Unlock by FP	
	2009-03-18 11:27:48	1	Front Door	000		Failed FP Access	
	2009-03-18 11:27:59	1	Front Door	005	Jack Tomlinson	Unlock by FP	_



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					16j) Click SAVE.
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My Network	Save as type:	Excel files (*xls)		~	Cancel



4. <u>Support Information:</u>

For warranty support please call BioAxxis Development Corporation directly at 315-635-5540 OR e-mail support@BioAxxis.com .

BIOAXXIS[®] BRAND LIMITED WARRANTY COVERAGE

"REPAIR OR REPLACE"

BIOAXXIS Limited Warranty Coverage begins on BioAxxis[®] brand products from the date of purchase or original registration for the following products and time periods...

BioAxxis [®] BD1	Two Years
BioAxxis [®] BD1-HS	Two Years
BioAxxis [®] L113	Two Years
BioAxxis [®] MA1	Two Years
BioAxxis [®] MA1AT	Two Years
BioAxxis [®] PCL-1	Two Years
BioAxxis [®] ThumbLock [®]	Two Years



BIOAXXIS offers the following limited warranty on our BioAxxis[®] brand products....

If the installed products listed above experience any mechanical or electronic failure caused by defects in material, design or manufacturing workmanship during the warranty period as defined above, BIOAXXIS will either repair or replace the product for customer at the full expense of BIOAXXIS, including Ground shipping of replacement parts or products to customer.

BIOAXXIS determination of whether to repair or replace product (irrespective of customer or other 3rd party opinion) shall be at BIOAXXIS full and exclusive discretion. This determination will be final and conclusive in all respects.

Limited Warranty does not cover the following...

- 1. Product finish (unless expressly stated in product specifications)
- 2. Abused or misused products
- 3. Installation damage or neglect
- 4. Return Shipping charges on RMA

5. Expedited (2nd Day or Overnight) shipping of warranty replacements

Any BioAxxis[®] products advertised by any reseller for less than the current published MAP price will immediately cancel that reseller's ability to resell BioAxxis[®] products.



In no event shall BIOAXXIS be liable for any incidental or consequential damages arising from the sale or use of the product.

If Limited Warranty Coverage has been verified and a covered defect acknowledged by BIOAXXIS, please call for an RMA Number per stipulations in our Return Policy and send to...

BioAxxis Development Corporation Attn: Returned Merchandise Authorization 15 East Genesee Street Baldwinsville, New York 13027 1-315-635-5540