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# 1 GENERAL

## 1.00 Introduction

In this manual you will find important information regarding the configuration of your Sesam access control system and your Sesam arming device for intrusion alarm systems.

Please be sure to read this instruction manual carefully, **before** you proceed with the installation of your system.

**The application of this instruction manual will help you to:**

- configure the system quickly and economically.
- avoid excessive and multiple tasks.
- identify errors in the project planning phase, quickly and in time.

## 1.01 Proven approach



**For installing and configuring the ISE+ system, the following procedure has proven to be feasible:**

1. Assemble the ISE+ system with all its components on-site, for example on a desk in your office (refer to the instruction manual).
2. Connect the ISE+ system to a PC, as described in chapter 5.05.02.01.
3. Install the Firebird database on your PC, as described in Chapter 3.
4. Install the SesProfessional software on your PC, as described in Chapter 4.
5. Configure the ISE+ system with a PC and parallel to that, execute all the common procedures as described in Chapter 5. For example, in the controller, create the person Erika Mustermann, who will identify herself through a transponder. The relay in the door opener should trigger, after Erika has identified herself.  
In a best case scenario, you can already input the data, that will be required for your current project.
6. Check to see, if the desired results are obtained.
7. Only disassemble the ISE+ system on your desk, after ensuring that it completely functions as desired.  
On your desk, all the components are clearly arranged, easily accessible and alterations or system expansions can be performed without a great amount of effort.

## 2 PERFORMANCE SPECIFICATIONS

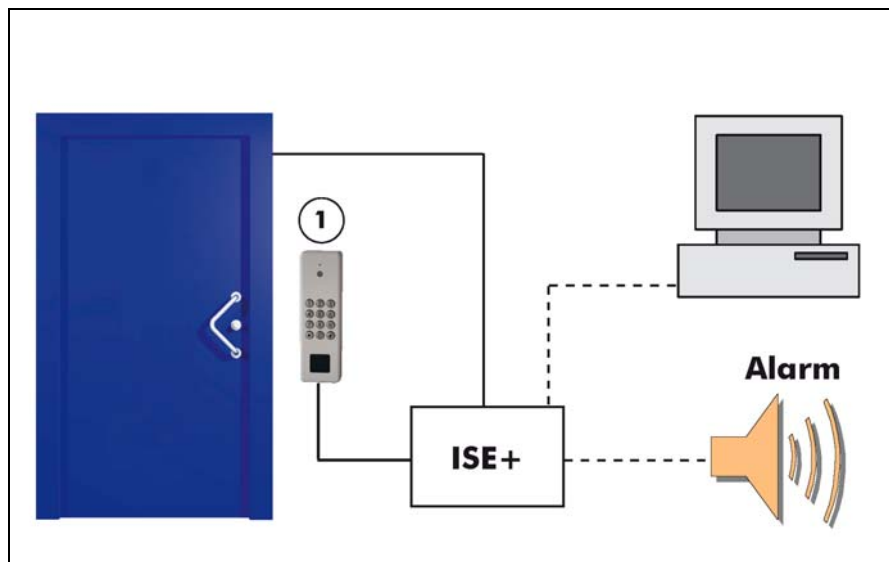
### 2.00 System class

The ISE+ system is

- an access control system for small and medium-sized applications,
- as well as a arming device for controlling intrusion alarmsystems with a VdS class C – certification for both types of utilization.

### 2.01 Overview/definitions

#### 2.01.01 The ISE+ System



The ISE+ system functions in the following way:

A person identifies himself through an input device (1), e.g. by entering a key code or with an electronic ID card (transponder).

This data is then transferred to the ISE+ controller and processed there.

The ISE+ controller then executes a procedure e.g. clears the door for entry, arms or disarms an alarm system and collects data for the protocol.

The controllers of the ISE+ system work autonomously and do not require a connection to a PC during operation.

A PC is required for the configuration of controller functions, installing persons and ID cards, assigning persons to the controllers and for the evaluation of event protocols. For the transfer of configuration data the PC has to be connected to the control units.



A permanent connection to a PC network is recommended, to be able to utilize the full performance capabilities of the ISE+ system. By doing so, you are able to perform online attendance controlling, remote control functions, Anti Pass Back and the automatic updating of locking protocols in the database.



### ATTENTION!

The controllers are not ready for operation, until the configuration and personnel-data has been transmitted.

The event protocols are stored locally in the controllers and must be transferred to a database via a computer software for evaluation!

The ISE+ System

- consists of at least one control unit.
- can manage up to 3000 keys per controller,
- store up to 60 000 locking events per controller, including the date and time,
- and is only limited by the memory resources of the PC for the overall amount of persons and locking events that can be managed.





## 2.01.02 Control unit



Two input devices can be connected to a control unit or respectively four, if an extension module is present.

### 2.01.03 Input devices and transponders

Persons are identified through input devices with RFID-readers and/or keypads:

			
RFID-reader for transponders	Keypad reader for numeric entry	Combined reader for transponder and numeric entry	Transponder

### 2.01.04 Networking the system

The control units can be connected to each other or to a PC, through a PC network with the following interfaces:

- RS485/RS422; ISE+ control units with each other and ISE+ with the ISE NET.
- RS232; ISE+ control unit to a PC.
- Ethernet, ISE NET control unit to a PC network.



#### ATTENTION!

The assigning of IP addresses is automatically performed through DHCP, after a comprehensive cold start of an ISE NET control unit and in the factory default setting. To ensure a flawless operation, a static IP address must be assigned. Therefore all ISE NET controllers that are still being assigned IP addresses automatically, are displayed after the program has been executed.

Ask your system administrator to assign suitable IP addresses for you as soon as possible and set all ISE NET control units to a static IP address configuration as soon as possible.



**By selecting „system info“ in the upper left portion of the main screen, you can access information about the PC, the current program version and the available interfaces. This information can be very helpful when utilizing ISE NET controllers - e.g. when assigning static IP addresses.**

## 2.01.05 Configuring and managing the system



### ATTENTION!

First, configure the system with the configuration and management program SesConfigPro on the PC and transfer the data to the controllers.

Only then will the system be ready for operation and only then should the system be installed in a building.

The configuration and management program SesConfigPro offers the following functions:

- creation of persons and the corresponding transponders and/or access codes,
- loading completed configurations to the controllers,
- custom configuration of the controller,
- assigning individual persons or groups to the security zones or entrances,
- assigning of user rights for operations,
- determining of time areas,
- assigning user rights to persons or groups for locking functions with an optional time constraint,
- filtering, selecting and creating protocols for locking events.

Information, on how to configure and manage the system with the SesConfigPro software can be found in Chapter 5.

## 2.01.06 Software for the ISE+ system

The following programs are available for the standard operation and for the extended functions:

### Client installation:

- SesFirm, for updating the assembly firmware .
- SesAvail, for the attendance display on the PC.
- SesAvailConfig, for configuring SesAvail.
- SesCollect, an online software for the automatic transfer of the event protocols of all connected ISE+ controllers into the PC database.
- SesConfigPro, a configuration software for the ISE+ controllers.
- SesControl, an online software to display the controller data of the ISE+ controllers on a PC (e.g. door open status).
- SesControlConfig, to configure the SesControl.
- SesDiag, a software for the maintenance and start of operation, to analyze all connected ISE+ controllers.
- SesPass, an online software for the anti pass back control of entrances (area changeover control).
- SesPassConfig, to configure SesPass.
- SesRegister, for creating an e-mail or fax registration.
- SesTimeRec, a time acquisition software for the ISE+ controllers.

### Server installation:

- SesComm (service); communication server for the operation of ISE+ controllers in a PC network and for the support of online expansion software, such as SesCollect, SesControl and SesPass (is necessary for the data transfer to and from ISE NET controllers).

## 2.01.07 Networking control units across several locations through TCP/IP

With the SesComm software, you are able to network controller assemblies across several locations. This program must be installed on all computers, that have controllers connected to them.



**A direct data connection from the ISE NET controllers to a PC network via the Ethernet interface is only possible through the SesComm software.**

## 2.01.08 Continuous transfer of protocol data

Through the SesCollect software in connection with the SesComm, protocol data is continuously read from all controllers of the system and entered into a database. Through this, current event protocols can be accessed at any time, without the need for a prior data transfer.



## 3 INSTALLING THE FIREBIRD DATABASE SERVER

If you configure the ISE+ system with the SesConfigPro management software, all the configuration data will be stored in a Firebird database.



**A Firebird database server must be installed, before you are able to configure your system with the SesConfigPro management software.**

**A Firebird database server, which is already installed on a PC or in a local network, may be possibly used. Please consult the network administrator, to determine if this is possible.**

### 3.00 Installation

1. Insert the supplied installation CD.
2. In the folder **Ses Prof / Firebird**, double-click on **Firebird SETUP.EXE**.
- ✓ The Firebird database server will be installed.
3. Conclude the installation by clicking on **finish**.

## 4 INSTALLING THE SESPROFESSIONAL SOFTWARE



A Firebird database server must be installed, before you are able to configure your system with the SesConfigPro management software (see chapter 3).

### 4.00 Recommended installation types

Here, typical installation types are listed, that you can use for your orientation. Every program can be used for 30 days without registering.

You will be reminded to register every time you start the program. If you wish to use the current client database for more than 30 days, the registration must be performed within that timeframe.

#### Minimal installation

(Software required for the basic configuration of the ISE+. Recommended for installers)

- SesConfigPro
- SesComm

#### Standard installation

(Recommended for end customers. The ISE+ controllers will be monitored and managed in online operation. The following software components are contained in the basic activation)

- SesConfigPro
- SesCollect
- SesComm

#### Complete installation

(Contains all programs and components)

- SesFirm
- SesConfigPro
- SesControl
- SesControlConfig
- SesDiag
- SesTimeRec
- SesAvail
- SesAvailConfig
- SesCollect
- SesPass
- SesPassConfig
- Ses Register
- SesComm

## 4.01 Installation



If JAVA is not yet installed on your PC/laptop, you will receive a notification. If so, please install JAVA.

A current version of JAVA can be downloaded free of charge from the manufacturers website [www.java.sun.com](http://www.java.sun.com).

1. Insert the supplied installation CD.
2. In the folder **Ses Prof / Sesam**, double-click on **Sesam SETUP.EXE**.
3. Select a language in the window **Installer Language** and confirm by clicking on **OK**.
4. In the window **Sesam Professional Installation** click on **next**.
5. In the following window, please mark the checkbox next to **I accept the terms of the license agreement**.
6. In the following window, please mark the checkboxes next to the components you wish to install and confirm by clicking on **next**.
7. Select the installation location for the program and confirm by clicking on **install**.
  - ✓ The management software SesConfigPro will be installed.
  - ✓ If you are also installing SesCollect, a query window will appear, asking you if you want to have SesCollect executed automatically.
8. Conclude the installation by clicking on **finish**.



## 5 CONFIGURING AND MANAGING THE SYSTEM

With a demo-system as an example, you will now be guided through the management software.



Since the operation of the system can only be demonstrated with a connected and operational controller, we highly recommend to build up a **Demo-System**.

For the demo-system you will need the following components:

- 1 x ISE+ controller in the factory default setting
- 2 x HF reader input devices
- 1 x 12V plug-in power supply
- 3 x transponders
- 1 x PC with an installed SesConfigPro system
- 1 x serial connection cable  
(the connection can also be established through a RS232/USB-converter)



### ATTENTION!

Danger of data loss. Especially the key files of an extensive running system are difficult to re-obtain after a data loss.

Always perform a data backup, after a new configuration has been created or an existing configuration has been changed. If possible, use the automatic backup function (see 5.05.02.08).

### 5.00 Terms

#### Client

The client is a general expression for the name of a database, that contains the complete ISE+ system of a client. Here the data is stored, that you create during the configuration.

### 5.01 Requirements

- ✓ Installed JAVA.
- ✓ Installed Firebird database.
- ✓ The SesConfigPro management software is installed on your PC.
- ✓ The ISE+ controller and the input devices are wired in a demo system layout. Please refer to the ISE+ installation manual for the connection details. The ISE+ controller is connected to the PC through a RS232 interface (or through a RS232/USB converter on the USB interface).
- ✓ The 230V power supply of the demo system is plugged in.
- ✓ A cold start was executed on the demo system (see ISE+ installation manual).

## 5.02 Starting the configuration program

When you start the configuration program, the first window that will open is the **database selection**. It is the central window, from which all database operations are performed.

Here you can add existing databases, create new databases, delete them or assign passwords.

The databases can be stored locally on the PC or on an external server.



**For a better overview we recommend, that you establish an individual database for every client (customer).**

### 5.02.01 Creating and managing a database

#### 5.02.01.01 Creating a new database

1. Start the configuration program with the sequence **Start / all programs / Sesam Professional(Ver 2) / SesConfigPro**.
2. In the database selection dialog window, click on **Create a new database** and then select a storage location in the window **Create database** (local, Windows server, Linux server). By selecting **Create a local database**, a database will be created locally on the PC that you are currently working on.
3. Select a directory for the client in the selection window.
4. Enter a name without spaces or special characters (only the underscore "\_" is permitted) under the item **filename** and confirm by clicking on **open**.
5. Select a client in the window **Database selection** and confirm by clicking **OK** or double-click on a client in the dialog window.
6. In the window **SesconfigPro registration**, click on **Register later**.
7. In the dialog window **Access**, click on the pull down menu **User**, select ADMIN and confirm by clicking on **OK** (without entering a password).

You are now logged on as the ISE+ system administrator and therefore have all the editing privileges to configure the system as needed.



**During the initial start of the program a notice will appear, telling you that you need to specify the holidays and the daylight savings time adjustment.**

**By clicking on "Remove database from the selection" the database will only be removed from the displayed window and can be restored by clicking on "Add an existing database to the selection".**

**By clicking on "Delete existing database" the database will be removed from the directory and cannot be restored again.**

#### 5.02.01.02 Data backup



**By clicking on "Backup" the data in the selected database will be written into a backup file.**

**By clicking on "Restore" the data will be read from the backup file and restored to the selected database.**



#### **ATTENTION!**

When using the "Restore" function all the data in the current database will be overwritten.

It is recommended to create a backup file of all your data with the "Backup" function and to copy this data to a different storage media.

The Backup and Restore functions are especially important, when working in the online operation mode with a continuous transfer of protocol data to the database.

With the execution of the backup function a snapshot of the current database is created, while all the online functions continue to run without interruption.

If the data is stored locally on a PC, the directory and name of the current database is initially given as the optional storage location, when the backup and restore function is executed. The filename extension of the backup file is "**BCK**", as in **BaCKup**.

File name and directory can be altered. For example, it could be useful to incorporate the date into the filename or to select a memory stick as the storage location.

If you do not alter the filename, an older backup with the same name could possibly be overwritten.

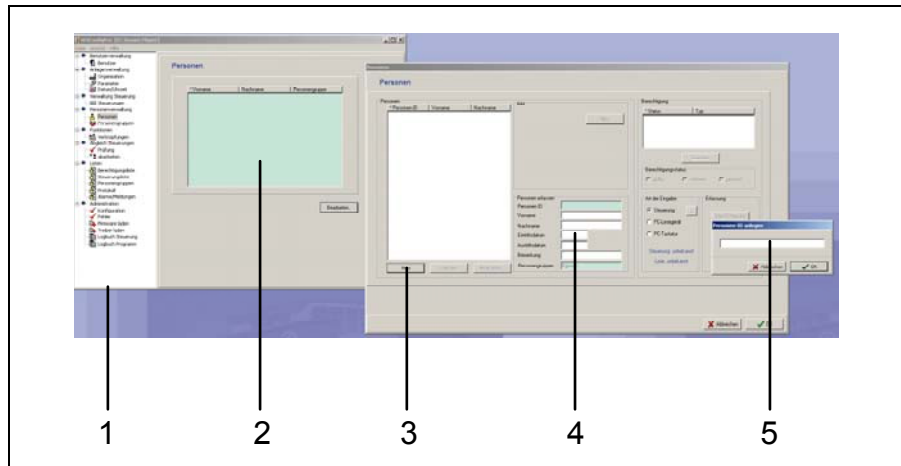
If the data is stored on a server, the backup file will only be saved in the directory of the database and under the name of the database. Likewise only the backup file with the name of the database in the same directory as the database will be read as the file to be restored.



**If a database is stored on a server, only its backup file should be saved during a general data backup and not the database itself.→ This information should be conveyed to the system administrator of the PC network.**

If the data on the server needs to be restored after a data loss, it is ensured that the backup file to be used will contain the complete dataset. The data contained in the database can be incomplete, because it cannot be ensured that there was no transfer of protocol data in progress at the point in time the data backup was performed.

### 5.03 SesConfigPro user interface



**Menu tree (1)**, from here you can jump to the following menus:

- User administration - here you can change your own password as the administrator, set up new users and assign user rights.
- Facility administration - here you can make or change settings throughout the entire system.
- Controller administration - here you can set up, administer, configure and delete the control units of the system.
- Time control - here you can create time models for the restriction of locking authorizations during certain times or for the entire day. Weekdays or customer specific determined holidays/vacation days can be used for all-day restrictions. The menu for the time control will only be displayed, if it was activated in the facility administration.
- People administration - here you can set up persons and combine them into groups, input numeric and transponder codes for locking authorizations and assign them to the persons.
- Functions - here you can assign persons and person groups to the security zones and to their respective functions.
- Synchronize controllers - here you can transfer configuration data and locking authorizations to the controllers.
- Lists - here you can access lists with user rights, controllers and person groups.
- Protocols - here you can access protocols and view alarms/notifications.
- Import/Export - here you can import data from other clients or earlier program versions and export data from the time acquisition.



**Status field** (2), here the current configuration of the selected menu is displayed.

**Input buttons** (3), here you can call up a dialog window to input data.

**Input fields** (4), here you can input data or select it from a pull down menu.

**Dialog window** (5), you can also input data here.

## 5.04 User administration

Here you can change your own password as the administrator, set up new users and assign user rights.

The number of users is shown in the status window.

When the program is initially started, the Administrator (ADMIN) is already set up and possesses all user rights.

### 5.04.01 Changing the password

1. Switch to the menu **User administration / User / Process**.
2. Select the user whose password you want to change in the **user** dialog window.
3. Select **Change password**, enter a password into the input field **Change password** and confirm by clicking on **OK**.
4. Re-enter the password in the dialog window **Enter the password again** and confirm by clicking on **OK**.

### 5.04.02 Setting up users and assigning user rights

1. Switch to the menu **User administration / User / Process**.
2. Click on **New** in the **User** dialog window.
3. Enter a name for the new user in the dialog window **set up user** and confirm by clicking on **OK**.  
**Demo-System:** Set up the user "person manager".
4. Select the user, whose user rights you want to change.
5. Set in the user rights by marking the appropriate checkboxes in the dialog window **rights** and confirm by clicking on **OK**.  
**Demo-System:** Assign user rights for "User administration", "Functions" and "Synchronize controllers". If you want to continue working under this username, also assign user rights for "Controller administration".

### 5.04.03 Deleting a user

1. Switch to the menu **User administration / User / Process**.
2. Select the user in the dialog window **User**.
3. Click on **Delete** and confirm the message.

#### 5.04.04 Logbook program

1. Switch to the menu **User administration / Logbook program**.
  2. Enter the desired timeframe in the window **Time limitation**.
  3. Confirm the entry by clicking on **OK**.
- ✓ All events that occurred within that timeframe will now be displayed as a list. You have the option to print the list or save it as a file.

### 5.05 Facility administration

System wide settings are performed in the section facility administration. The status window shows the name of the organization that manages the system, if a time control is active and if the controllers are networked.

#### 5.05.01 Changing the organization

Here, you can enter the address of the client (customer).

1. Switch to the menu **Facility administration / Organization / Process**.
2. Enter the client's appropriate data into the dialog window **Organization** and confirm by clicking on **OK**.

#### 5.05.02 Changing the system parameters

##### 5.05.02.01 Connect a PC to the controll unit

1. Switch to the menu **Facility administration / Parameter / Process**.



**The serial interfaces (COM) will only be displayed, after the appropriate check mark was removed in the network window.**

2. Select the serial interface through that the control unit is connected to the PC (normally COM1) and confirm by clicking on **OK**.  
**Demo-System:** Select the serial interface COM1.

##### 5.05.02.02 Activating the network

The ISE+ controllers of a system are always set up as users of a network. Initially this network will not be visible, after a new client has been set up, in order to minimize the administrative effort for small systems with only one controller.

1. Switch to the menu **Facility administration / Parameter / Process**.
2. Mark the control box "Controller networking" and confirm by clicking on **OK**.



**ISE NET - controllers must be set up as a network.**

#### 5.05.02.03 Automatic deletion of protocols

1. Switch to the menu **Facility administration / Parameter / Process**.
2. Mark the checkbox **autom. delete** in the field "Automatic deletion of protocols" and enter the number of days after which the protocols should be deleted in the input field **older than**.

#### 5.05.02.04 Time control activation

If the time control is active, time models can be assigned to persons/person groups and special timer functions. Individual person related locking authorizations are time limited during the course of the day, on certain weekdays or on holidays. The output relays of the timer functions are switched on or off accordingly.

1. Switch to the menu **Facility administration / Parameter / Process**.
2. Mark the checkbox **Time control active**.

#### 5.05.02.05 Changing the number of login attempts

Here, the number of login attempts is set. If the number of incorrect login attempts is a higher than permitted, a notice will be displayed the next time the user logs in successfully.

1. Switch to the menu **Facility administration / Parameter / Process**.
2. Enter the number of permitted login attempts into the field **Login attempts** or change the field value with the arrow keys and confirm by clicking on **OK**.

#### 5.05.02.06 Changing the facility password

The password is intended for protection purposes during the data transfer between the PC and the control units. The factory default setting for the password is the number "0". The value of the facility password will be entered later, when the data is transferred. This menu only enables the change of the actual password.

1. Switch to the menu **Facility administration / Parameter / Process**.
2. Click on **New** facility password.
- ✓ A new facility password will be set.
3. Confirm by clicking on **OK**.

#### 5.05.02.07 Signaling

Here, you can select the confirmation signal for the entry of transponders at input devices.

1. Switch to the menu **Facility administration / Parameter / Process**.
2. Select signaling in the pull down menu.  
**Demo-System:** Select *Sesam IsePlus*.
3. Confirm the notification with **yes** or abort by clicking on **no**.

#### 5.05.02.08 Automatic backup

The automatic backup will only be active after a new database has been set up. When closing a database, a dialog box will be displayed, in which the name and the directory for the backup file can be changed. The preset values are the name and the directory of the current database. The backup filename has the extension "BCK", which stands for **BaCKup**.

The automatic backup can be switched on or off in the following ways:

1. Switch to the menu **Facility administration / Parameter / Process**.
2. Mark or unmark the checkbox **autom. backup**.
3. Confirm by clicking on **OK**.

#### 5.05.03 Set date and time

1. Switch to the menu **Facility administration / Date/Time / Process**.
  - ✓ The current PC time will be displayed.
2. The settings for the current year are displayed and can be adjusted or accepted.
3. Three options are available for the daylight saving adjustment:
  1. no daylight saving adjustment
  2. adjustment of the daylight saving time at a user defined point in time
  3. automatic daylight saving adjustment according to the EU regulation:  
Advancing to summertime on the last Sunday in March at 2:00 a.m.  
Returning to winter time on the last Sunday in October at 3:00 a.m.
4. Confirm by clicking on **OK**.

## 5.06 Controller administration

All ISE+ controllers of a system are managed in this menu. You can set up, delete and configure controllers or administer them for maintenance work.

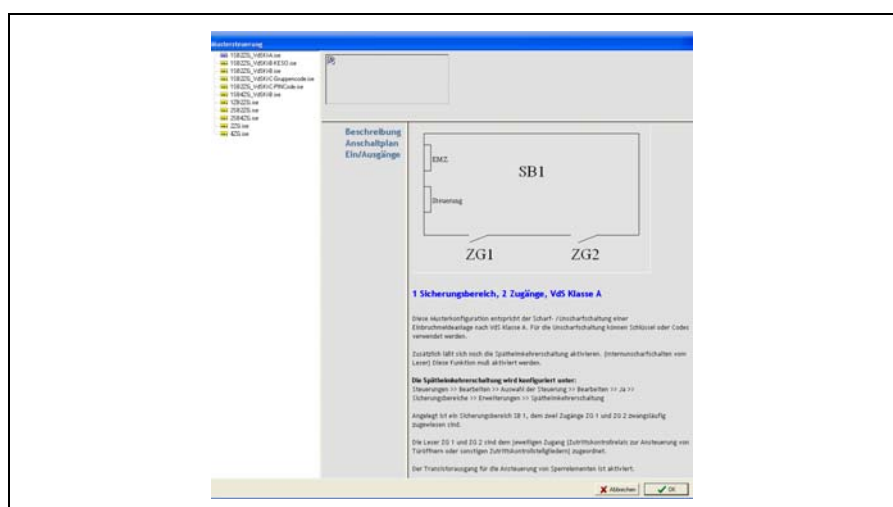
In the status window you can see controllers and networks that have already been set up.

### 5.06.01 Controllers

#### 5.06.01.01 Integrating a controller into the system

A new controller can be set up in three ways: New configuration, copying a previously configured controller or adopting one of the provided sample configurations.

1. Switch to the menu **Controller administration / Controllers / Process** and click on **New**.
2. Enter the name of the new controller into the field **Name of the controller**.  
**Demo-System:** Assign the name "1SB2ZK".
3. Mark the appropriate checkbox that corresponds to your desired application requirement.  
**Demo-System:** Mark the bottom checkbox "adopt a prefabricated sample configuration".
4. Confirm the entries by clicking on **OK**.  
**Demo-System:** The dialog window **sample controller** will appear shortly afterwards. You can click on one of the sample controllers on the left and see the appropriate overview and descriptions regarding the composition of the controller on the right.



5. **Demo-System:** click on 1SB2ZG\_VdSKI-A.ise and confirm by clicking on OK.

#### 5.06.01.02 Preparing the demo system for the teaching-in of transponders

Since the demo system does not possess an entry terminal for the data input of transponder keys, the controller must be prepared for the teaching-in of transponders through a connected reader. For this, the existing configuration data must be transferred to the controller, in order to make it ready for operation. It is therefore necessary to close the controller menu by clicking on OK and to further proceed according to the "synchronize controllers" procedure 5.10. Afterwards you can proceed from the menu item "5.06.01.03 Processing a controller". Please observe the following notices regarding the demo-controller.

Notices for the operation of the demo- controller:

The inputs X15 and X16 on the controller must be bridged to establish the arming readiness.

The presentation of a transponder to the reader will be confirmed with a short acknowledgment signal (green/acoustic) in the preset operation mode. The acknowledgment will occur even if the transponder is not authorized for a controller function.

After a consecutive 3 second presentation of the transponder, a second acknowledgment (green/acoustic) will be signalled, to display the conclusion of a "short" presentation. Now the transponder can be removed, to execute functions, that were initiated by the long presentation of the transponder.

If the system is in the disarmed mode, the short presentation of the transponder will permit an entry (X3 switches on for 3 seconds). If the system is armed and the transponder is authorized for switching to the disarmed mode, the system will first switch to disarmed (relay X7/1 is actuated) and afterwards the entry is permitted (X3 switches on for 3 seconds). The entry function will be acknowledged by the reader through a short signal (green/acoustic).

If the system is in the disarmed mode, a prolonged presentation of the transponder will set it to armed (relay X7/1 is actuated), if this is permitted by the authorization. This function will be acknowledged through a sustained signal (green/acoustic for about 1.5 seconds) by the reader. Transponders that are solely authorized for entry will not be accepted anymore, if the system is in the armed mode.

For the teaching-in for the person management, the transponder must be presented to the reader briefly, after being prompted to do so by the PC program.

#### 5.06.01.03 Processing a controller

Here, you can change the hardware configuration of an existing controller.

#### 5.06.01.04 Replacing a controller

Here, you can replace an existing controller with a new controller, that needs to be configured. The same options as under the menu item **New** are available.

#### 5.06.01.05 Deleting a controller

Here, you can delete an existing controller from the system.

#### 5.06.01.06 Administering a controller

Here, you can administer the selected controller.

You can transfer configuration data to a controller, read protocols and the logbook from the controller and load drivers.

This menu is only required, if maintenance work is being carried out on a controller. In case of an initial operation, a controller synchronization must be performed prior to that (see chapter 5.10)

#### 5.06.01.07 Saving the controller as a template

Here you can save a controller you have created as a template, which you can use for later controllers.

1. Switch to the menu **Controller administration / Controllers / Process**
2. Select the controller and confirm by clicking on **OK**.
3. Assign a name in the dialog window **template name** and confirm by clicking on **OK**.

### 5.06.02 Network



**This menu is only displayed if the controller networking was activated in the facility administration.**

**If networks are activated, all controllers must be assigned to a network, in order to be enabled for data transfer.**

Here, you can set up, delete or process connections. Available controllers can be assigned to the networks.

ISE NET control units must be set up as a **New ISE NET connection** here, in order to be enabled for data communication.

## 5.07 Time control

Here, up to 255 time models can be set up, which may contain an almost indefinite number of daytime times areas with a flexible holiday, weekday and vacation control. A time model can be assigned to any person or person group. For example, the entry of the cleaning lady can be time-limited or weekdays and holidays can be determined, on which company employees do not have access to the corporate premises.

To be able to reach the time control menu, the control box for **Time control** in the menu **Facility administration / Parameter / Process** must be marked.



**Only after the activation of time control the assignment of time models in the menu *functions* will be possible.**

### 5.07.01 Terms

- **Time model:** A time model can be assigned to any person or person group. The time model contains one or more time areas and a constraint for weekdays and holidays.
- **Time area:** A time area is an element of a time model and possesses a start and end time. The weekday and holiday constraint is adopted from the time model setting and can optionally be altered individually for every time area.

### 5.07.02 Holidays and vacation

#### 5.07.02.01 Determining Holidays and vacation

1. Switch to the menu **Time control / Holidays/vacation**.
  - ✓ A calendar will now be displayed.  
Green: not a holiday,  
red: a holiday.
2. Click on process
3. If you want to adopt all the holidays of a federal state, then click on the appropriate state in the window **Marking holidays** and afterwards click on **set**.  
**Demo-System:** Select Bayern.
4. If you wish to set a single specific holiday (e.g. a day that is only a holiday in your city), click on the appropriate day in the calendar. In the window **holiday from ... until ...** you must assign a name and confirm by clicking on **OK**.
5. If you wish to select several consecutive days as vacation time, click on the calendar, keep the mouse button depressed and select the appropriate area that you wish to define as vacation time. In the window **holiday from ... until ...** you must assign a name and confirm by clicking on **OK**.



## 5.07.03 Time models

### 5.07.03.01 Creating time models

1. Switch to the menu **Time control / Time models / Process**.
2. Click on **New** in the **Time models** window.
3. Assign a name for the time area in the **Time areas** window.  
**Demo-System:** Enter the name "cleaning crew time".
4. All checkboxes for weekdays are marked. Now the new time model is valid for all weekdays.  
**Demo-System:** Unmark the checkboxes for Saturday and Sunday. Now there is no excess permitted during the weekend.
5. In the window **Available holidays** the holidays can be marked and transferred to the **Allocated holidays** by clicking on the ">>" area.  
**Demo-System:** Select the 1. and 2. Christmas Day.
6. Confirm the entry by clicking on **OK**.
7. In the window **Time areas** click on **New** and enter a time period.  
**Demo-System:** Start Time 06:00; End Time 08:00.
8. In the window **Time areas** click on **New** and enter a time period.  
**Demo-System:** Start Time 20:00:00; End Time 00:00:00.
9. Confirm by clicking on **OK**.
- ✓ By selecting the time model in the window **Time models**, the status of the selected time model will be shown.  
On the top right-hand side, below **Settings for time model <NAME>** the weekday selection as well as the holiday allocation and on the bottom the daytime clearance for all weekdays in form of a bar graph.  
Red bar → access prohibited; green bar → access granted
- ✓ After selecting a time area in the window **Time areas** the display in the upper right side of the window will switch to the settings for that time area. The selected time area in the **Time areas** window is now bordered in blue and the font in the status window on the top right is set to bold.

### 5.07.03.02 Deleting time models

1. Switch to the menu **Time control / Time models / Process**.
2. Select a time model in the **Time models** window.
3. Click on **Delete**.

### 5.07.03.03 Processing time models

1. Switch to the menu **Time control / Time models / Process**.
2. Make the appropriate settings in the **Time areas** dialog window.
3. Confirm the entry by clicking on **OK**.

#### 5.07.03.01 Deleting time areas

1. Switch to the menu **Time control / Time models** and select the appropriate time model in the **Time models** window on the upper left.
2. Select a time area in the **Times areas** window.
3. Click on **delete**.

#### 5.07.03.02 Processing time areas (extended settings)

1. Switch to the menu **Time control / Time models** and select the appropriate time model in the **Time models** window on the upper left.
  2. Select a time area in the **Time areas** window and click on **Process**.
  3. Make the appropriate settings in the **Time areas** window.
    - Start Time / End time
    - Holiday validity
    - Weekdays
    - Available/ allocated holidays
  4. Confirm the changes by clicking on **OK**.
- ✓ If changes are made to a time area regarding weekdays or holidays compared to the respective settings in the time model, this time area will be hallmarked with an exclamation point on the left. The status window on the upper right will receive a red border. Below the time area window the type of change will additionally be displayed as a blue text in the following way, if applicable:
    - altered holidays
    - altered validity of holidays
    - altered blocked weekdays
  - ✓ The settings option **only on holidays** is only available for the time areas. For better overview purposes this option was not made available for time models. In case a time model should only be valid for a holiday, this setting must be configured through the time area. In that case, the validity display in the bar graph overview and in the calendar view is not significant anymore.
  - ✓ Only if no time area are hallmarked with exclamation points, are all the settings in line with the basic settings of the time model. If all the time areas of a model are to be changed to their basic settings, select the appropriate time model, then select **process**, immediately confirm by clicking **OK** and acknowledge the dialog box **should all time areas for the time model <name> also be changed?** with **yes**.

## 5.08 People administration

In this menu, persons and person groups are set up. Transponders and numeric codes for the locking authorization are input and allocated to persons. In the status window you can see a number of entered persons, person groups and authorizations.

### 5.08.01 People

#### 5.08.01.01 Setting up a new person

1. Switch to the menu **People administration / People / Process**.
2. On the bottom left, click on **New**.
3. Enter the persons master data in the dialog window **People**.
4. If the function **Utilize the date of the start/termination of emp(loyment)** is activated, you can automatically activate/deactivate access authorizations through this data. This can be sensible, for example when part-time employment contract are in effect.
5. Confirm by clicking on **OK**.

**Demo-System:** For the demo system, three persons will be set up. Person ID 1 with the last name "entry1", person ID 2 with the last name "entry2" and person ID 3 with the last name "Intrusion"

#### 5.08.01.02 Allocating/deleting persons picture

1. Switch to the menu **People administration / People / Process**.
2. Click on **New** in the **Picture** dialog window.
3. Select a picture and load it, by clicking on **Open**.
4. To delete the picture, click on **delete** in the **picture** window.

#### 5.08.01.03 Allocating a transponder or key code to a person

1. Switch to the menu **People administration / People / Process**.
2. Select a person in the window **People** that you wish to allocate a transponder to.  
**Demo-System:** Select the person "entry1".
3. In the window **Type of input** you can select how you wish to allocate a transponder to the person.  
**Demo-System:** Mark the checkbox **Controller** and click on the button that has 3 periods on its right side.
4. Select the reader in the dialog window **Line selection** on which the transponder input should occur (click on the "+" symbol to get to the reader).  
**Demo-System:** Click on the "+" symbol of the reader ZG1 and select reader ZG1.
5. Confirm by clicking on **OK**.
6. Click on **Get key** in the **Acquisition** window.

7. In the **Enter facility password** window, click on **OK**.
  - ✓ The prompt **Enter authorization** will appear.
8. Touch the input device with the transponder once and repeat that step after you have been prompted to do so again.
9. Confirm the entry by clicking on **OK**.

If you wish to allocate a key code to a person, use the same procedure that you used for the transponder. Only with the difference that the input device is not touched with a transponder. In this case a key code is entered into the input device (one to six digits) and the entry afterwards confirmed with the hash key.



**Alternatively you can also enter the key code through the PC keyboard. To do so, select "PC keyboard" in the window "Type of input".**

#### 5.08.01.04 Setting a transponder or key code as valid, lost, blocked or deleting it

1. Switch to the menu **People administration / People / Process**.
2. Select the person whose transponder you wish to edit in the **People** window.
3. Select the transponder that you wish to edit in the window **Authorization**.
4. Mark the desired checkboxes in the **Authorization status** window or click on **Delete**.
5. Confirm by clicking on **OK**.



**With the hallmark "lost" or "invalid" the allocated person will continue to be entered into the protocol with the remark "locked", if the respective transponder is used or the code is entered.**

#### 5.08.01.05 Searching for a person that a transponder belongs to

Example: You have found a lost transponder and want to find out who it belongs to.

1. Switch to the menu **People administration / People / Process**.
2. Click on **Search for person**.
3. Place the transponder on the previously selected reader.
4. The person that the transponder belongs to will be selected in the **People** window.

## 5.08.02 Groups of people

### 5.08.02.01 Setting up groups of people and allocating persons to them

You can combine persons to person groups and therefore assign locking authorizations to an entire group, rather than having to perform this task for every individual person.

1. Switch to the menu **People administration / Groups of people / Process**.
2. Click on **New**.
3. Enter a name for the new person group in the window **Create a user group** and confirm by clicking on **OK**.  
*Demo-System: Set up group "group\_entry1".*
4. Select a person under **People available** and click on >>.  
*Demo-System: select entry1 and click on >>.*
5. Click on **OK**.
6. *Demo-System: Set up group\_entry2 and group\_Intrusion\_entry12 and assign the persons entry2 and Intrusion to the respective group.*

### 5.08.02.02 Deleting a group of people

1. Switch to the menu **People administration / Groups of people / Process**.
2. Select the group in the window **Groups of People**.
3. Click on **Delete**.

### 5.08.02.03 Processing a group of people (changing the name)

1. Switch to the menu **People administration / Groups of people / Process**.
2. Select the group in the window **Groups of People**.
3. Click on **Process**
4. Enter a new name for the group in the **Change group of people** dialog window.
5. Confirm by clicking on **OK**.

## 5.09 Functions

Here you can assign people and groups of people to the security zones and to their respective functions. For example, you can allow a person to open a door within a defined time slot with its transponder.

### 5.09.01 Terms

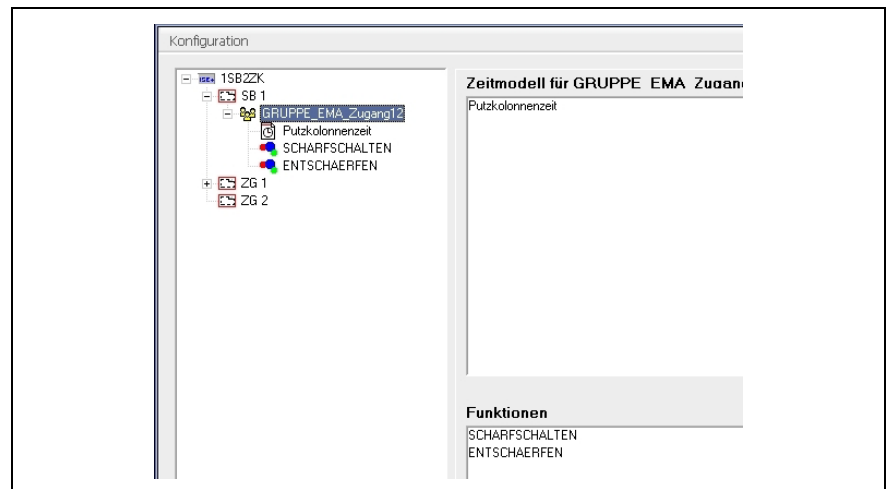
**Entry (ZG):** a single door that can be accessed, after a valid authorization has been entered (entry).

**Security zone (SB):** A room that can be secured by the ISE+ with an alarm system (arm/disarm).

### 5.09.02 Allowing people/groups of people to arm or disarm a security zone

1. Switch to the menu **Functions / Links / Process**
2. Select the controller and the security zone that you wish to process in the dialog window **Configuration** (click on the respective "+" symbol).  
**Demo-System:** Select 1SB2ZK / SB1.
3. Drag & drop a person or a group from the windows **Person selection** or respectively **Groups of people** to the security zone SB1.  
**Demo-System:** drag & drop group\_EMA\_entry12 to SB1 and click on it.
- ✓ The right half of the screen will switch from **Person selection / Groups of people** to **Time model / Functions**.
4. Drag & drop the appropriate time model from the **Time model** window onto the respective person symbol.  
**Demo-System:** Drag & drop CLEANING CREW TIME to the person symbol group\_EMA\_entry12.
5. Drag & drop the functions **ARM / DISARM** from the **Functions** window onto the group symbol.  
**Demo-System:** Drag & drop **ARM / DISARM** on to the person symbol group\_EMA\_entry12.

The menu tree will now display the following configuration symbolically:



- ✓ The edited controller has a name 1SB2ZK.
- ✓ The controller has 1 security zone (SB1).
- ✓ In the security zone SB1 the person group (group\_EMA\_entry12) has the access authorization during the "cleaning crew time" and may perform the functions ARM and DISARM.

Apply the same process for persons correspondingly.

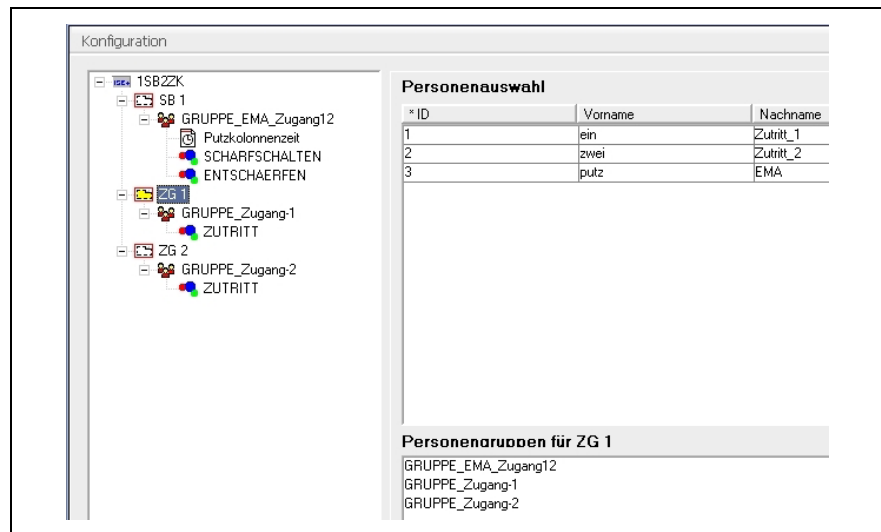


**If a person or group is not assigned with a time model, there will be no time constraint. In this case it is recommended to assign the time model "always", for an explicit and unified labelling.**

### 5.09.03 Permitting access to an entry for persons/ person groups

1. Switch to the menu **Functions / Links / Process**.
2. Select the entry that you wish to process in the dialog window **Configuration** (click on the respective "+" symbol).  
**Demo-System:** Select 1SB2ZK / ZB1.
3. Drag & drop a group of people from the window **Groups of people** to the entry ZG1.  
**Demo-System:** In the window **Groups of people** drag & drop the group group\_entry1 to the entry ZG1.
4. Click on the person symbol in the menu tree.
5. Drag & drop the function from the **Functions** window to the person symbol.  
**Demo-System:** Drag & drop the function **entry** on to the person symbol group\_EMA\_entry12. and entry ZG1.

Successively create the following configuration:



- ✓ The edited controller has a name 1SB2ZK.
- ✓ The controller has 2 inputs (ZG1 and ZG2)
- ✓ The function ENTRY has been assigned to the groups for the individual entries.

Apply the same process for persons correspondingly.



#### 5.09.04 Revoking an authorization from a person or a Group of People

1. Switch to the menu **Functions / Links / Process**.
2. Select a security zone or entry area that you want to remove, by clicking on it in the **Configurations** dialog window (by clicking on the "+" symbol you can expand the menu tree).
3. Delete the function by pressing the DEL key.

If you want to remove a person or group from an area, click on it and delete it by pressing the DEL key.

You can delete a time model the same way.

#### 5.09.05 Assigning a time model to a person or a Group of people

1. Switch to the menu **Functions / Links / Process**.
2. Select a person or a group that you wish to assign a time model to in the **Configuration** dialog window (by clicking on the "+" symbol you can expand the menu tree).
3. Drag & drop the respective time model to the target person/group from the **Time model** window.

You can delete a time model by selecting its link and pressing the DEL key.

#### 5.09.06 Assigning time and event functions

Here, functions are assigned to time models that have a time constraint e.g. timer functions.

1. Switch to the menu **Functions / Time-event functions / Process**.
2. Drag & drop the created time model to the function from the **Time model** window.

You can delete a time model by selecting its link and pressing the DEL key.

### 5.10 Synchronize Controllers

Here, you can test the configuration that you have designed and subsequently transfer it to the controller. You will be shown specifics, e.g. that persons are set up but have not been assigned any functions.

#### 5.10.01 Transferring data from the PC to the controller (with checking the configuration)

1. Switch to the menu **Synchronize controllers / Test**.
- ✓ The configuration that you have created will be tested and you will be shown specifics.
2. Click on **Transfer data**.

3. Select the controller.
4. Click on **OK**.
5. Click on **OK** in the **Facility password** window.  
***Demo-System:** After the initial transfer of data to enable the operational readiness, back to 5.06.01.03*

#### 5.10.02 Transferring data from the PC to the controller (without checking the configuration)

1. Switch to the menu **Synchronize controllers / Process**.
2. Select the controller in the dialog window **Synchronize controllers**.
3. Confirm by clicking on **OK**.
4. Click on **OK** in the **Facility password** dialogue window.  
***Demo-System:** After the initial transfer of data to enable the operational readiness, back to 5.06.01.03*

### 5.11 Lists

Here, you can display and print the lists containing configured data and protocol data of the locking events.

#### 5.11.01 Displaying the authorization table, controller list and the list with the groups of people

1. Change to the respective submenu, from the menu **Lists**.
- ✓ The selected list will be displayed. You have the option to print the list or save it as a file.

### 5.12 Protocols

Here you can access and print the locking protocols and protocols for alarms/notifications.

#### 5.12.01 Protocol

1. Switch to the menu **Protocols/ Protocol**.
2. Confirm the window **do you want to retrieve the current protocols?** with **yes**.
3. Select the controller of which you want the protocol to be displayed, from the dialog window **Synchronize controllers** and confirm by clicking on **OK**.
4. In the **Facility password** window, click on **OK**.
5. In the window **Retrieve protocol** confirm with **OK**.  
(without a confirmation, the transfer will automatically start after approximately 10 seconds, if there is data available)

6. The protocol will be transferred. This process can take quite a while, depending on the amount of data to be transferred. During the transfer the process will be displayed.
7. Confirm the information window by clicking on **OK**.
- ✓ An overview of possible protocol data will be shown in the **Protocol** window.
8. Select the desired protocol data by marking the appropriate checkbox in the window **Selection of**.
9. The timeframe for the protocol to be retrieved, can be narrowed down in the **Time** window.
10. Confirm the entry by clicking on **OK**.
- ✓ A selected list will be displayed. You have the option to print the list or save it as a file.

### 5.12.02 Alarms/notifications

1. Switch to the menu **Protocols/ Alarms/notifications**.
2. Click on **yes** in the **Confirmation** window.
3. Select the controller for which the alarms and notifications should be displayed in the **Synchronize controllers** dialog window.
4. In the **Facility password** window, click on **OK**.
5. In the window **Retrieve protocol** confirm with **OK**.  
(without a confirmation, the transfer will automatically start after approximately 10 seconds, if there is data available)
6. The protocol will be transferred. This process can take quite a while, depending on the amount of data to be transferred. During the transfer the process will be displayed.
7. Confirm the information window by clicking on **OK**.
8. You can delete the alarms in the **Protocol** window.
9. Select the desired protocol data by marking the appropriate checkbox in the window **Selection of**.
10. Confirm the entry by clicking on **OK**.
- ✓ A selected list will be displayed. You have the option to print the list or save it as a file.

## 5.13 Import/Export

Here, you can import data from earlier and current program versions and export data from the internal time acquisition into a CSV-file, for further use in other programs.

### 5.13.01 Dos

Here, you are able to import a database, which is in the SPC format.

SPC Is the initial DOS application for managing the ISE system. Persons and their authorizations will be imported (transponder and key codes).

### 5.13.02 SesWin

Here, you are able to import a database, which is in the SesWin format.

SesWin is a Windows application for managing the predecessor system of the ISE.

Persons and their authorizations will be imported (transponder and key codes).

### 5.13.03 other database

Here, you can import data from another Firebird database of an ISE+ application.

Persons and their authorizations will be imported (transponder and key codes).



**A conversion program is available for WinPlus applications with an access database, that is able to convert the entire application, including the controllers. The converted application can subsequently be processed directly with the current program version.**

### 5.13.04 Export time

The time acquisition data is stored in the directory of the logged-in user, in the CSV format. A respective notice will be displayed.

## 6 PERSONAL NOTES

