

# ACCESS CONTROL V1.15.28 USER MANUAL

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### 1. Product setup

IP Address: 192.168.1.250
Netmask: 255.255.255.0
Gateway: 192.168.1.1
DNS: 8.8.8.8
Restore Configuration From File
Restore File Name:
Cancel Generate Configuration File

Configure IP Address in Integra Network Configurator (Picture 1).

PICTURE 1 INTEGRA NETWORK CONFIGURATION

Extract Access Control module from the box, plug in the license USB dongle with a generated configuration file.



### 2. Log in and Dashboard

Enter IP Address that you configured in **Integra Network Configurator**. You will be prompted to enter a Username and Password (Picture 2). Default values are "sysadmin".

Username: sysadmin Password: sysadmin
<b>IP-INTEGRA</b> TECHNOLOGIES
192.168.1.250
Username
Password
Login

PICTURE 2 LOG IN FORM

After clicking the **Submit** button, the web interface of the FREUND ACC server will open.

**Dashboard** is shown on Picture 3. On the left side of the **Dashboard** is the **Menu** that contains the following sections: **Dashboard**, **My Profile**, **Users**, **Cards**, **Groups**, **Devices**, **Zones**, **Access Time**, **Access Rules**, **Logs**, **Settings and System**. The right side of the **Dashboard** provides an overview of the **System Status - Disk Usage**, **Memory Usage**, **CPU Usage**, **System info**, **License info** and shortcuts for **Zones**, **Access Times**, **Access Rules** and **Access Logs**.

IP-INTEGRA		ACCESS CONTROLLER FACC375		10.09.2021 11:	04 📥 🌐 🔹 🔤 👻 💄 sysadmin
🗠 Dashboard	Dashboard System stats and information				
B My Profile	Accounts	Cards	Groups		lones
💄 Accounts	2 (58 remaining )	2 (58 remaining )	1		
Cards					
😫 Groups	SYSTEM STATUS	SYS	TEM INFO	LICENS	E INFO
Devices	15.5%	HWID	0509FF323937424D43207520	FQDN	facc375.cloud.freund.ba
苗 Scheduler	15%	Firmware / Hardware Version	1.21 / INT4D v1.2	Version	v1.12.6
Elevator Control	14.5%	MAC Address	02:42:46:25:c0:99	Base License	Enabled
	145	IP Address	192.168.200.118 / 77.78.204.154	Additional License	Lic-facc376-00058
I Zones	13.55	Cluster Mode	Disabled	Max Accounts	60
Access Times	13%	Remote Support	Disabled	Max Cards	60
Access Rules	11:04:00 11:04:1		Enabled CONNECTED	Max external devices	8
Logs 🗸	Disk Usage Mem. Usage CP	U Usage Power Source	Pot	Cluster System	Enabled
		Battery Status	Not Connected	Cluster License ID	None
Settings Panel	11.79% 45%	13.25%			
🖵 System 👻					
	12.82 GB Free 0.26 GB Free	ÎI I	0	Δ	:=
	12.82 GB Free 0.26 GB Free				
	Door 1 Rea	der A Reader B Zones	Access Times	Access Rules	Access Logs
	Door 2 Rea	ider A Reader B			

### PICTURE 3 DASHBOARD

Under the **System info** within the **Dashboard** (Picture 3), **Remote support** is disabled by default. Clicking **'Disabled'** will open a window for enabling **Remote support** (Picture 4). This option is only provided in the **Dashboard**.

Enable remote support	×
Are you sure you want to enable remote support?	
OK	Cancel

PICTURE 4 REMOTE SUPPORT

Service "Remote Support" requires your firewall settings not to forbid communication on port 22.

In the upper right corner of the web interface, the user can change the language of the system and check for notifications.

Name	Icon	Function
Translation	• •	Changes the language of the system
Notifications	⊠ -	Shows if there is a new firmware update available

### 3. My Profile

This section provides with information of the user that is currently using the system. Clicking on **Generate new** generates a new PIN code that the user can use for opening doors. **Access log** shows a list of actions done by that user (Picture 5). There are four types of System Access Levels: **System Administrator, Administrator, Manager and User.** All four will be explained in the next section.

	System Administrator System Administrator System Administrator System Administrator System Administrator System Administrator System Administrator	
Access Log		🛓 Export CSV
.01.2020 00:00	☐ 06.02.2020 23:59     ☐ Show all     ✓ INT4D-207525 (Master)     ✓	
	No Logs found for selected filters.	
		Clear logs 1

PICTURE 5 MY PROFILE

### 4. Accounts (SysAdmin, Admin and Manager)

Accounts tab within Menu lists all users and allows creating new accounts (Picture 6).

×	Name	Email	Username	Created at	Active from	Expires at	Groups	Description	Enabled	Account type	PIN	Actions
	System Administrator	sysadmin@ip-integra.com	sysadmin	21-01-2021	Always	Never	Default Group X		sysadmin	System Administrator	Show PIN	/ 🛛 🔒 / 🕾
	📮 Hamdija	hr@freund.ba	hamdija	21-01-2021	Always	Never	Default Group X	-		System Administrator	Show PIN	∕≊≙ዖ⇔≋
	Integra Access	do@freund.ba	iOS	22-01-2021	22-01-2021	Never	Default Group ×	-		User	Show PIN	/ = = / = =
	Enis	eg@freund.ba	enis.gegic	25-01-2021	25-01-2021	Never	Default Group X	-		User	Show PIN	/ = = / = =
	Integra Access	do@freund.ba	Android	25-01-2021	25-01-2021	Never	Default Group X	-		User	Show PIN	/ = = / = =
	Anel	ab@freund.ba	ab	05-02-2021	Always	Never	Default Group X	-		System Administrator	Show PIN	/ = = / = =
	Anel Android	None	ab2	05-02-2021	05-02-2021	Never	Default Group X	-		User	Show PIN	/ A P 44 T
	Enis Adnroid	freunddoo@gmail.com	enis.android	15-02-2021	15-02-2021	Never	Default Group X	-		User	Show PIN	/ = = / = =
	Alem Kozic	alem.kozic@hotmail.com	Alem	18-02-2021	Always	Never	Default Group X			System Administrator	Show PIN	/ = = / = =
Sh	now 10					~						1

### **PICTURE 6 ACCOUNTS**

Under the **Actions** column, the following options are available:

Name	Icon	Function
Edit user		Opens form which enables changing account data.
Send welcome email	Σ	
Reset password		Reset log-in password for selected account
Reset PIN	2	Reset Door Access PIN-code for selected user
Assign account group	***	Add or remove groups for Account
Delete Account		Permanently Delete Account

Clicking on **Add new** opens a form for adding a new Account (Picture 7). Each account is defined by its username, full name, phone, type and password. Features of the four user types are listed in the table below:

Account type	Access to
System admin	Edit and view everything
Admin	Can Edit: Accounts, Cards, Groups, Doors, Zones, Access Times, Access Rules
Managar	Can edit: Accounts, Cards, Groups
Manager	Can view: Doors, Zones, Access Times, Access Rules
User	Can only see profile

Each account can have its own card. Clicking on **Add** opens a form for manually adding a card to an account, by entering a card number (Picture 8). **Active from** and **Expires at** allows for selecting time range in which account will be active. Account is labeled as **Expired** when expire date lapse.

Add new account					
Account information	1			Accounts im	age
Full name					
Full name				No image upload	ea.
Username				Select File	
Username					
Home Address					
Home Address					
Password					
	Generate				
Leave empty to autogenerate passw					
Phone	SIP	Extension			
Phone	N	one			
Туре				Description	
User		~	Description	Description	
Active from	Expires at		Description		
Active From	Expiration				
Cards A	dd Scan			Groups Ad	d
	Color Enabled	Actions	#	Name	Actions
# Number					

### PICTURE 7 ADD NEW ACCOUNT



Add new card	×
Card Number	
	~
Save Changes	Cancel

PICTURE 8 ADD NEW CARD

Another way of assigning a card to an account is by scanning it (Picture 9). This requires an **USB RFID** reader. Once the card is scanned twice, it is automatically assigned to the account.

Scan Card	Scan your card
Scan Again	
.: Done	

### PICTURE 9 CARD SCANNING

### **5.** Mobile devices

From version 1.12, the Access Control system will support the use of mobile devices with the IP-INTEGRA Access mobile application.

In order to use our Mobile application, we first need to add your mobile device into the system. Adding device is accomplished by using a QR code that will be delivered by the 'Welcome e-mail' feature. The 'Welcome e-mail' can be sent by either pressing the E-mail icon ( ) on the Account Management page(right side) or by pressing the 'Deliver QR code' button on the Edit User page (Picture 10).

Ca	ards Mot	oile Devices			Deliver QR Co	de
#	Brand	Model	Name	Status	Enabled	Actions
1	Apple	iPhone 7	Dinko's iPhone	Registered		Ŧ

### PICTURE 10 MOBILE DEVICE MANAGEMENT

QR code will arrive in the e-mail attached as a .pdf file. Once you open the .pdf you must scan the QR code shown in picture 11 with your IP-INTEGRA Access mobile application.



PICTURE 11 The QR code in the .pdf file

You can use the 'Unlink devices' button under the QR code to disable any devices connected to the system (in case of losing access to your mobile device).

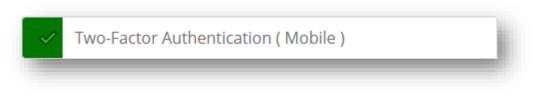
Once the code is scanned you will be able to use the IP-INTEGRA application. If two-factor authentication is enabled, you will be required to input a six-digit code that will be delivered to your e-mail address (Picture 12).



PICTURE 12 TWO-FACTOR AUTHENTICATION CODE

Once the code is entered, you will be able to use IP-INTEGRA Access application. For instructions on using the IP-INTEGRA Access you can consult the User manual for the application.

Enable or disable two-factor authentication you need to open the 'System settings' panel and click the button shown in picture 13.



PICTURE 13 MANAGING TWO-FACTOR AUTHENTICATION

### 6. Cards (SysAdmin, Admin and Manager)

**Cards** section (Picture 14) gives an overview of all cards that are registered in the system and gives information about the card numbers and their users. Clicking on the edit button opens a form for changing the card number and the assigned account (Picture 15).

Cards							2	Search	<u>q</u> 🖾 A	dd automatic +	Add manuall
Number 706751748	<b>i</b> / 0	<b>Number</b> 707016708	<b>i</b> / 0	<b>Number</b> 2320715524	∎∕0	<b>Number</b> 2453757444	<b>i / 0</b>	Number 1381573892	∎∕0	<b>Number</b> 843927812	<b>i</b> / 0
<b>Account</b> ruben.leroy		Account tamara.filip		Account emese.ber		Account justina.sanchez		Account anzo.stasi		Account rama.ho	

PICTURE 14 CARDS CONTROL PANEL

Card Number			
Card Number			
Card Color			
• • • •			
Select User	_		
Select User			
Enabled			
		Save Change	s Cancel

#### PICTURE 15 EDIT CARD



### 7. Groups (SysAdmin and Admin)

**Groups** section (Picture 16) lists all groups to which users can be assigned to. **Groups** are used in **Access rules**, which will be explained in Access Rules section. Clicking on **Add new** opens a form for creating a new group (Picture 17). Under **Actions** column the following options are available: **Edit group**, **Edit group members and Delete group**.

2	Groups	Search	+ Add new
#	Name	Accounts	Actions
1	Default Group	sysadmin X	12
2	Full access	daniel.nicolosi.ceo X	× 4+ 1
3	Employees	joel.lau X rut.dever X priya.hlav X emese.ber X dimitri.stef X justina.sanchez X alberta.iliev X anzo.stasi X rama.ho X danny.shea X stephen.mcafee X cari.salvatici X tamsyn.simonson X mehrab.kir X judith.te X	/ 2/ 1
1	Sales	joel.lau X rut.dever X agus.dreir X justina.sanchez X alberta.iliev X anzo.stasi X rama.ho X danny.shea X stephen.mcafee X	/ 4 1

PICTURE 16 GROUPS

Add new group	×
Name	
	Save Changes Cancel

PICTURE 17 ADD NEW GROUP

### 8. Devices (SysAdmin)

The **Devices** section lists all connected devices with information about doors and zones that are assigned to them. Each device name can be edited by clicking on the *range* (Rename Device) icon.

De	vices									•	🕻 Scan Devices 🛛 🗸
	Туре	Device Name 🕕	Host Name	IP Address	Cluster Info	Version		Doors		Status	Actions
		INT2D-118240 This device	facc321	192.168.200.131 77.78.204.154	SA	v1.11.3	First Floor	- East AB Firs	t Floor - West 🔠	ОК	1
				R	leader A			Reader B			
		Door	Power	Туре	Keypad	Tamper	Туре	Keypad	Tamper	Zones	Actions
		First Floor - East	×	Wiegand 34	×	×	Wiegand 34	×	×	First Floor X	/ № In # (
		First Floor - West	~	Wiegand 34	×	×	Wiegand 34	×	×	First Floor X	/№ 11 = 0

### **PICTURE 18 DEVICES**

Name	Icon	Function
Edit door	1	Edit name, power status, readers, etc.
Assign zones	N	Add or remove zones to the door
Open door	<b>s</b> ı	Open the door through Access Control System
Test door	III.	Checks if the doors are connected
Reset door	C	Resets the door to default values
Remove from cluster	0	Removes the device from the cluster
Substitute	11	In case a controller fails, allows you to select a replacement controller

In **Devices** section (Picture 18) are listed information of all devices that are in cluster. Clicking on **Scan Devices** opens window and shows **Stand Alone** devices which can be added to cluster as **Slave** devices by clicking on \*<sup>3</sup> icon while clicking on <sup>So</sup> removes device from cluster.

Master Controllers set up in Cluster Mode will have another button available – 🌣 Additional Device Config. Clicking on this icon brings up following window:

Device Additional Co	onfig ×
Enable Support	
Senable Web Relay	
Web Relay Secret	
5678	Disable Log
Web Relay 1 Open Time	Web Relay 2 Open Time
3000 ≎	3001 🗘
Web Relay 3 Open Time	Web Relay 4 Open Time
3002	3003
	Save Changes Cancel
	-Save Changes - Cancel

### **DEVICE ADDITIONAL CONFIG**

This window allows you to control certain options on Slave Controllers: enable or disable Remote Support, enable or disable web relays on Slave controllers, disable Logging of Web Relay actions and regulate Web Relay timers.

**NOTE:** Changes made on **Master device** are applied to all **Slave devices**, while **Slave device's** settings cannot be changed.

#### ACCESS CONTROL USER MANUAL

## **∢FREUND**

Clicking on **Add external device** will open a form for adding device which has RFID reader hardware, and it can be added as **reader**, either manually (Picture 19) or from network (Picture 20).

Manual From Network			
Туре		Name	
FE-IPDS-20	~	Device Name	
IP Address		Hardware ID	
Device IP Address		Device Hardware ID	
Username		Password	
Device Username		Device Password	
Zones Default Zone			
			ve Changes

### PICTURE 19 MANUALLY ADD EXTERNAL DEVICE

Manual	From Network			
1	FE-IPDS-29S	192.168.200.158	0C:11:05:05:A7:B0	•
2	FE-IPDS-20	192.168.200.113	OC:11:05:06:25:6B	+)
3	FE-IPDS-20	192.168.200.121	0C:11:05:09:71:91	<b>+</b> 3
4	FE-IPDS-28A	192.168.200.114	0C:11:05:09:E7:D7	<b>+</b> 3
5	FE-IPDS-26B	192.168.200.125	OC:11:05:0A:A9:E4	<b>+</b> 0

PICTURE 20 ADD EXTERNAL DEVICE FROM NETWORK

#### ACCESS CONTROL USER MANUAL

## **∢FREUND**

Section	Description
Device Name	Name of the Device, it can be changed by clicking on 🖍 under Actions column
IP Address	IP address of device
Cluster Info	Gives information in which cluster is device, and their position <b>M</b> – Master, <b>S</b> -Slave, <b>SA</b> - Stand Alone
Version	Version of software
Doors	Gives information about readers that are connected to doors. Since each door can have two readers they are labeled as . Green color – reader is connected, Red color – reader is not working
Status	OK – device is working properly, Pending – device is doing some process before it can send or receive information, Failed – device is not working



You are currently running in Slave Mode. Any changes you make CANNOT be saved and applied. **Please switch to Master.** 

PICTURE 21 MESSAGE WHEN LOGGED INTO SLAVE DEVICE

Clicking on dropdown arrow > opens a list of **Doors.** Two readers can be connected to one door from each side or, one reader and one exit button. Clicking on <a>opens a form for editing door configuration (Picture 22). There are 3 types that can be chosen for readers: Wiegand 34, Wiegand 26 (depending on reader) and No reader when there is no reader connected. Enabling Snapshots will require to RTSP link of the device to be entered and it will take four pictures from devices camera which are available in Access Logs. Clicking on <a>w</a> allows adding zones (Picture 23) to doors which will be explained later.



<b>∢F</b> R	EU	ND	
-------------	----	----	--

Door 1				
Power Status	ON Snaps	hots OFF		
Readers	Туре		Keypad	Tamper
Reader A	Wiega	nd 34 🗸 🗸	$\bigcirc$	$\bigcirc$
Reader B	Wiega	nd 34 🗸	$\bigcirc$	$\bigcirc$
Relay open time	Pin Input Timeout	Button On Threshold	Door Not Door Not Closed Alert Closed Timeout	
3000	5000	100	10000	

PICTURE 22 EDIT DOOR

In Reader B drop down menu, you can select "Exit Button" option if you want to have an Exit button connected to the ACC module (Picture 23).

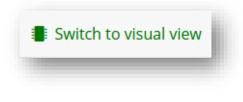
Readers		Туре		Ke	eypad	Tamper
Reader A		Wiegand 34	~	$\langle$	$\mathbb{D}$	$\bigcirc$
Reader B		Exit Button	~	(	$\mathbb{D}$	$\bigcirc$
Relay open time 2111	Pin Inpo Timeou 5000	vviedand zo	١	Door Not Closed Alert	Door Not Closed Timeout 10000	
					Save Change	es Cancel

PICTURE 23 EXIT BUTTON CONFIGURING

Edit door's zones	×
Unassigned zones	Assigned zones
DefaultZone +	Main Enterance
IT Center 🕂	Full Access
IT Center + Server Room +	
Sales Dept. +	
Storage Room +	
Conference Room +	
Management Dept. +	
	Save Changes Cancel

PICTURE 24 EDIT DOOR'S ZONES

In the right upper corner, the user can switch from the default table view to visual view, by clicking on a button shown in Picture 25. An example of a single device in visual view is presented in Picture 25.



PICTURE 25 VISUAL VIEW BUTTON





Director's office	Conference room	🖴 🐬
Device Info	Cluster Info	Actions
INT2D-217623 192.168.200.145 v1.9.8	Company cluster 221 SLAVE OK	0 🖍
Management Dept.	Storage room	0 😽 📠

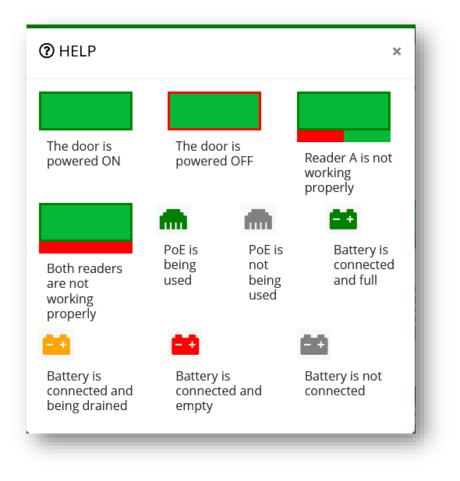
PICTURE 26 VISUAL VIEW OF A SINGLE DEVICE

To see the defined zones for each door in visual view, hover over the door name. A list with zones and editing options will appear, as shown in Picture 27.

Director's office	Conference room	<b>#1</b> 7
Full Access X ✔ ♥ ♪ ≔ C	Cluster Info	Actions
10120-217623	Company cluster	$\otimes$
	ок	

PICTURE 27 ZONES LIST IN VISUAL VIEW

For an easier understanding, next to the view button, the user can find a help button which explains the state of the device components, as shown in Picture 28.



PICTURE 28 HELP WINDOW

### 9. Scheduler (SysAdmin and Admin)

The **Scheduler** feature is used to assign doors to remain open for the specified time period. You can specify the time of day and the day of the week. In the picture 29 you can see an example of the scheduler panel.

曲	Scheduler					+	Add new
ID	Name	Active period	Active time	Days	Doors	Enabled	Actions
1	Default Schedule	Always	00:00 23:59	Mon Tue Wed Thur Fri Sat Sun	None		2
2	First Floor East Gate	11-02-2021 22-07-2021	08:00 18:00	Mon Tue Wed Thur Fri Sat Sun	First Floor - East		<b>1</b>

#### PICTURE 29 SCHEDULER

By clicking **Add new**, a form to add new Schedule will open. The form will allow you to create a schedule to your preferences. The form is shown in the picture 30.

lame		Available doors	Added doors
Name		Main Entrance	
tart Date	End Date 🗎 🛇	IT Center	
Start Date	EndDate	Server Room	
rom time	To time	Sales Department	<b>z</b>
Start Time	End Time	Storage Room	
ays active		Conference Room	
-		Management Department	
Work days Weekend All		Directors' office	
Mon Tue Wed	Thur Fri Sat Sun		

#### PICTURE 30 ADDING A NEW SCHEDULE

On the left side, you can name the scheduler along with setting its start and end dates/times. On the bottom of the left side, you must select the weekdays during which you want the scheduler to be active. The buttons on the end date allow you to clear the input field or set the end date as 'Never'.

On the right side, you select the doors to which the scheduler will apply. All these settings can be changed later by pressing the 'Edit' Button on the Scheduler panel.

Once you are finished click the 'Save changes' button to commit your changes to the system.



### **10. Elevator Control Module**

With the update 1.12. new major addition to the IP-INTEGRA ACC is **Elevator Control Module**.

Elevator Control Module (Picture 31) is used to introduce an access control ability to the elevator. Through correct configuration, you can designate which users can gain access to which floors and at what time.

Elevators		Add new elevator
	No elevators found in system. Use the button below to create a new one.	

#### PICTURE 31 ELEVATOR CONTROL PANEL

Click on "Add new elevator" button shown in the Picture 32 and fill out the required fields.

## Note: "Relay open time" field determines the time period during which user can choose the wanted floor after scanning his card.

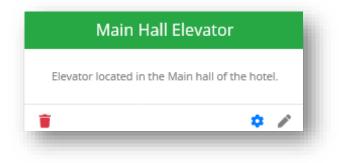
Click on "Save Changes" button to finish adding the elevator.



Add elevator	×
Name	
Main Hall elevator	
Description	
Elevator located in the m	ain hall of the hotel.
Senabled	
Relay open time(ms)	
10000	
	Cancel Save Changes

#### PICTURE 32 ADDING THE ELEVATOR

Your **Elevator Control Panel** should show the added elevator:



#### PICTURE 33 CREATED ELEVATOR



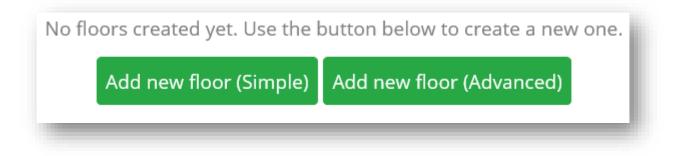
#### Following screen will show:

Configuration for Main Hall Elevator		← Back
Floors Create, edit and define floors	Rules Configure and adjust elevator access rules	⇒
Readers Assign readers within your system		

#### **PICTURE 34 ELEVATOR CONFIGURATION**

As shown in the Picture 34, we have 4 buttons appearing in front of us: **Floors**, **Floor groups**, **Rules** and **Readers**. These allow us to define which user groups can go to which floor and at what time.

Next thing we need to do is add floors accessible by an elevator. In order to do that, we are clicking on **Floors** button shown in Picture 34. Following screen will appear:



### PICTURE 35 WAYS TO ADD NEW FLOOR

ame	Floor number	Name	Floor number	
	0	Floor - 4	4	$\hat{}$
lect door	up Create user group	Select door		
ELECT_FLOOR_GROUP select group v roups No groups selected		Using simple floor crea new group.It will assign	s simple floor creation tion will automatically assign the floo i t the default access time of the syst parameter of the created floor using t	em (00h-24h).
	Cancel Add new floor		Cancel	Add new floor

PICTURES 36 & 37 SHOWING DIFFERENT WAYS OF ADDING FLOORS

As you can see, we have two ways to add the new floor. Using **Simple floor creation** will automatically assign the floor to its own new group. It will assign to it the default access time of the system (00h-24h).

Name	Device	Readers	Groups	Actions
-1 Spa & Wellness	INT4D-195331	Ав	VIP+ VIP	/ 1
O Ground floor	INT4D-195331	A B	Default VIP+ VIP	/ 1
1 Rooms	INT4D-195331	AB	Default VIP+ VIP	/ 1
2 Lounge	INT4D-195331	A B	VIP+	/=
				Back

### PICTURE 38 SHOWING THE FLOORS LIST

Using the following icons, 🧪 📋 the floors can be edited or deleted, respectively.



When you have added all the floors you need, click on the **"Back**" button.

To proceed, we must create Floor Groups and assign created Floors to them. click on the Floor groups button(shown in Picture 34). Following screen will show:

There are no groups in t	is elevator. Use the button below to create a new one.	
	Add new floor group	

PICTURE 39 ADDING NEW FLOOR GROUP

Click on the "Floor Groups" button and fill out the forms shown in Picture 39.

Name	
Description	
	Save Cancel

#### PICTURE 40 GROUP ADDING FORM

Clicking on the **Plus** icon, we can add Floors to the Floor Group. In this way, we are assigning which User Groups have access to which floor.

Edit floor group	×
Unassigned floors	Assigned floors
Spa & Wellness +	Ground floor
Lounge <del>T</del>	Rooms
	Cancel Save Changes
-	

PICTURE 41 ASSIGNING FLOORS TO THE FLOOR GROUPS



When you have finished adding the needed groups, your Floor Groups list should look like this:

	Floor group co	nfiguration for Main Hall Eleva	ltor	
ŧ	Name	Description	Floors	Actions
5.	Default		Ground floor Rooms	∕+1
7.	VIP+		Spa & Wellness Ground floor Rooms	∕+1
3.	VIP		Spa & Wellness Ground floor Rooms	∕+≣
				Back

#### PICTURE 42 SHOWING THE FLOOR GROUPS LIST

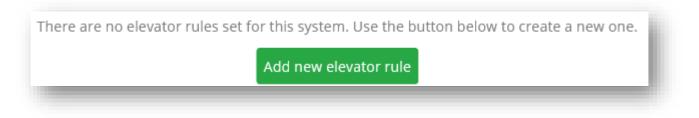
You can add as many groups as you need.

Using the following icons, *respectively*, the groups can be **edited**, floors **added**, or **deleted**, respectively.

#### NOTE: Process of creating User groups is described in <u>Chapter 7</u>.

When you have added all the floor groups you need, click on the **"Back**" button.

Finally, we need to add the rules which will allow the Elevator Control to function. Click on Rules button shown in Picture 34. The following screen will show:



### PICTURE 43 ADD NEW ELEVATOR RULE BUTTON

Click on the "Add new elevator rule" button and fill out the required fields shown in Picture 44.

In the following screen, you can assign a User Group to the Floor Group:

Add elevator rule		×
Name		
Name		
Floor group		
		~
Group		
		~
Access time		
		~
	Cancel Save Chan	ges

PICTURE 44 - RULE ADDING FORM

In practice, it means that you are here defining which Users have access to which floors at which time.

	Name	Floor groups	User groups	Access time	Actions
	VIP+ Elevator rule	VIP+	VIP+	Default Access Time	/ 1
	VIP elevator rule	VIP	VIP	Default Access Time	/=
5	Default user group	Default	Default Group	Default Access Time	/ 1
					Back

**PICTURE 45 ELEVATOR RULES LIST** 

For easier tracking, we have named the Floor Groups and User Groups with same names.

Using the following icons, f the floors can be edited or deleted, respectively.
When you have added all the rules you need, click on the "Back" button.
Only thing left now is to assign the reader to the elevator.



Click on **Readers** button shown in the Picture 34. Following screen will show:

Door	Device	Reader	Actions	Click a reader to add it to the elevator	
				INT4D-195331 Spa & Wellness Reader B	
				INT4D-195331 Ground floor Reader A	
				INT4D-195331 Ground floor Reader B	Ŀ
				INT4D-195331 Rooms Reader B	
				INT4D-195331 Lounge Reader A	<i>.</i>

PICTURE 46 ADDING READER TO THE ELEVATOR

We have connected an elevator reader to the Relay 1 on the ACC module, which also contains the button for floor -1. Here is how it looks like when configured:

Reader A	
Reddel A	
INT4D-195331 Ground floor Reader B	
INT4D-195331 Rooms Reader	A
INT4D-195331 Rooms Reader	в

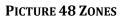
#### **PICTURE 47 CONFIGURED READER**

Click "**Save Changes**" to confirm.

### 11. Zones (SysAdmin and Admin)

Zones section (Picture 48) allows grouping of doors so it can be easier to manage Access rules.

1	🛿 Zones		+ Add new
#	Name	Doors	Actions
1	Default Zone	Door 1X Door 2X Door 1X Door 2X Door 1X Door 2X Door 1X Door 2X Door 3X Door 4X	/ / E



### 12. Access Times (SysAdmin and Admin)

**Access Times** section (Picture 49) gives brief information of created access times and allows creating new ones by clicking on **Add new**.

C	Access Times				+ Add new
#	Name	Туре	Start Date	Expire Date	Actions
1	Default Access Time	AccessTimeByWeek	01.01.2019		

PICTURE 49 ACCESS TIMES



#### ACCESS CONTROL USER MANUAL

Edit access times																< Bac
Name				01h	03h	05h	07h	n 0	09h	11h	13h	15h	17h	19h	21h	23h
Employees (Monday to Friday	)															
itart Date	Expire Date	Mon	+					08:0	00 - 18:0	10						
16.10.2019	Expire Date	Tue	+					08:0	00 - 18:0	10						
By Week Enabled	By Month Enabled	Wed	+					08:0	00 - 18:0	10						
		Thur	+					08:0	00 - 18:0	10						
elect Weeks	Select Months	Fri	+					08:0	00 - 18:0	10						
TOGGLE ALL																
Week 1	January	Sat	+													
Week 2	February	Sun	+													
Veek 3	March													_		
Week 4	April													Show	as table	Clear
Veek 5 V	May 🗸															

#### PICTURE 50 NEW ACCESS TIME

Section	Description
Name	Name for new access time
Start Date	Select a starting date
Expire Date	Select end date
By Week Enabled	Select weeks for access time
By Month Enabled	Select months for access time

### 13. Access Rules (SysAdmin and Admin)

Access rules section gives information about created access rules (Picture 51). Access rules combine **Group, Zone, Access Time** to create rules which can be later easily modified for multiple users.

Clicking on **Add new** opens a form for creating a new **Access rule**. In case 'Holiday enabled' is checked, the specific rule will not work (Picture 52).

Access Rules							+ Add new	
	Name	Group	Zone	Time range	Unlock Type	Holiday Enabled	Actions	
	Default Access Rule	Default Group	Default Zone	Default Access Time	Card or PIN	~	i 🖉	

#### PICTURE 51 ACCESS RULES

Add	new access rule	×
Name		
Group		
Zone		
		7
Acces	s time	1
		•
Туре		
	Holiday Enabled	
	Save Changes Cancel	I
		1

### PICTURE 52 FORM FOR CREATING NEW ACCESS RULE

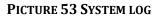
Section	Function
Name	Access rule name
Group	Select created group of users
Zone	Select created zone
Access time	Select created access time
Туре	Choose how relays will be triggered between Card, PIN, Card and PIN, Card or PIN and Card Toggle
Holiday	If enabled all users from group will not be able to access selected zone at selected
Enabled	dates which will be explained later.



### 14. Logs

Logs section gives information when someone logged into the system (Picture 53) and when someone used a card or a PIN (Picture 54).

System Log			🛓 Export CSV
22.01.2021 00:00	Show all 🗸		
Date	Туре	Log Text	Account
22/02/21, 10:11	Info	Login successful!	sysadmin
22/02/21, 09:43	Info	Login successful!	sysadmin
22/02/21, 09:29	Info	Login successful!	sysadmin



Access Log								🛓 Export as	PDF 🕹 Export CSV
2.01.2021 00:00	22.02.2021 2	3:59	🖆 Show all 🗸 🗸	Show all				Keyword	Search
Date	Event	Access	Zone Name	Door Number	Reader	Card	PIN	Account Name	Snapshots
2/22/2021, 10:47:44 AM	Card	Granted	IT + Server Room	3 Server Room	В	571821060		oly.er	• Disabled
2/22/2021, 10:47:36 AM	Card	Granted	Main Entrance	1 Main Entrance	А	707405572		joel.we	• Disabled
2/22/2021, 10:47:05 AM	Card	Granted	Management Dept.	3 Management Department	В	40978180		dimitri.ma	
2/22/2021, 10:47:00 AM	Card	Denied	Management Dept.	3 Management Department	В	304163076		tamsyn.ch	
/22/2021, 10:46:41 AM	Card	Granted	Full Access	Directors' office	А	2316586500		daniel.ni	
2/22/2021, 10:46:45 AM	Card	Granted	Full Access	3 Server Room	Α	2316586500		daniel.ni	
2/18/2021, 10:38:36 AM	Card	Denied	IT + Server Room	2 IT Center	В	272938		N/A	Oisabled
2/2/2021, 1:05:15 PM	Card	Denied	Conference Room	2 Conference Room	В	707406340		N/A	• Disabled
5how 10				~					Clear logs

PICTURE 54 ACCESS LOG

### 15. Settings (SysAdmin)

Settings panel allows modifying: System Settings, Cluster Settings, Backup Settings, Network Settings, Email Settings, Signal Settings, Date-Time Settings, Web Relay Settings, Remote Button, Holiday Settings, Monitoring Settings, Upload License, System Upgrade, Self-Diagnostics, Factory Reset and iLOQ Settings.

System Settings	×	Cluster Settings	*	Backup Settings	8	Network Settings	융
<b>Email</b> Settings		<b>Signal</b> Settings	atl	Date and time Settings	0	Web Relay Settings	Ħ
Remote button Settings		Holiday Settings		Monitoring Settings	₽	License Upload	E
<b>System</b> Upgrade	<b>1</b>	Self Diagnostics	~	Factory Reset	Ō	<b>iLOQ</b> Settings	P

PICTURE 55 SETTINGS PANEL

### **15.1 Cluster Settings**

The cluster panel shows all the basic information and settings for managing a cluster. Only the devices with a cluster license can be Masters while all devices can be slaves. Additionally, a cluster secret, which is provided in the cluster info section, is used to join a cluster.

Currently running as Master	INTEGRA Access Control	24.02.2020 15:09 🌐 🔻 🔤 💌 💄 sysadmin 🔻
Cluster Settings Cluster Settings	control panel	
Create	Join	Cluster Info
Cluster	To Cluster	Name Company cluster Mode Master
	J	Secret 1WKgxhCNrR D 2
Unlink From Cluster	<b>Upgrade</b> To Master	*
Downgrade To Slave	<b>Change</b> Master IP	$\Rightarrow$
_		

PICTURE 56 CLUSTER SETTINGS

The basic cluster functionalities are explained in the table below:

Name	Icon	Function
Create cluster	Create Cluster	Creates cluster and makes device Master device
Join cluster	Join To Cluster	Allows device to join cluster by entering Cluster Join Secret and Cluster Master device IP
Unlink from cluster	Unlink From Cluster	Unlinks device from cluster
Upgrade to master	Upgrade To Master	When there is no <b>Master device</b> in cluster, upgrade device to <b>Master</b>
Downgrade to slave	Downgrade To Slave	Downgrades Master device to Slave device
Change master IP	Change Master IP	Changing master IP allows device to switch from cluster to cluster

### **15.2 Signal Settings**

**Signal settings** (Picture 57) control timers for Buzzers and LED on events:

- Success Entered card or PIN are correct
- Fail Entered card or PIN are not correct
- Wait for PIN For cases where card and PIN are required to open door, after card entry is successful waits for PIN to be entered
- DNC Door not closed, when door is opened too long send a signal

Section	Function
Buzz on Time	How long Buzzer is on
Buzz off Time	How long Buzzer is off
Buzz Repeat	How many times Buzzer repeats ON/OFF time
LED on Time	How long LED is on
LED off Time	How long LED is off
LED Repeat	How many times LED repeats ON/OFF time

Global Signal Se	ettings				
Success			Fail		
Buzz On Time	Buzz Off Time	Buzz Repeat	Buzz On Time	Buzz Off Time	Buzz Repeat
500	500	2	2000	0	1
Led On Time	Led Off Time	Led Repeat	Led On Time	Led Off Time	Led Repeat
500	500	2	2000	0	1
WaitForPin			DNC		
Buzz On Time	Buzz Off Time	Buzz Repeat	Buzz On Time	Buzz Off Time	Buzz Repeat
100	100	2	5000	0	1
Led On Time	Led Off Time	Led Repeat	Led On Time	Led Off Time	Led Repeat
100	100	2	100	100	25

PICTURE 57 SIGNAL SETTINGS

### **15.3 Backup Settings**

**Backup Settings** allows modifying configuration and loading, deleting or downloading backups (Picture 58).

	Function
Lipload Configuration	Upload configuration for
	whole system
Download current configuration	Download configuration for
	whole system
+ Mako Backup	Creates Baskup file
	Creates Backup file
•	Loads selected Backup
	F
	Deletes selected Backup
+	Downloads Backup file
	<ul> <li>Upload Configuration</li> <li>Download current configuration</li> <li>+ Make Backup</li> <li>Image: Configuration</li> </ul>

Backups	🔓 Upload Configuration	n 🛓 Download	current configuration	+ Make Backup
	Name	Date	Time	Action
	integra_ac_2019_06_13_10_38_10.bak	13.06.2019	10:38AM	🗘 🔋 👗
	integra_ac_2019_06_12_14_07_46.bak	12.06.2019	2:07PM	🛆 🔋 🕹
	integra_ac_2019_06_12_14_06_13.bak	12.06.2019	2:06PM	🛆 🔋 🕹
	integra_ac_2019_06_12_13_59_30.bak	12.06.2019	1:59PM	0 i 🕹
	integra_ac_2019_06_12_13_55_37.bak	12.06.2019	1:55PM	🛆 🔋 🕹
	integra_ac_2019_06_12_13_53_37.bak	12.06.2019	1:53PM	۵ 🖬 🕹
	integra_ac_2019_06_12_13_51_54.bak	12.06.2019	1:51PM	0 i 🕹

PICTURE 58 BACKUP SETTINGS



### **15.4 Network Settings**

In **Network Settings** user can adjust IP address, Netmask, Gateway, DNS1 and DNS2 for access control device (Picture 59).

Retwork Settings	
<u> </u>	
DHCP	
DNS 1	
8.8.8.8	
DNS 2	
8.8.4.4	
Gateway	
192.168.0.1	
IP Address	
192.168.0.100	
Netmask	
255.255.255.0	
	Save Change

PICTURE 59 NETWORK SETTINGS

### **15.5 System Settings**

In **System Settings** (Picture 60) following parts can be modified:

- Size of PIN Size of PIN that is assigned to users
- Size of Password Size of password for entering system for users
- Select Network Mode Determines how mobile application is connected to the ACC module (select "Proxy" to be able to unlock the door on your property from any network with an internet access)
- Disable HTTP Do you want to have HTTP server with a HTTPS server
- Two-factor Authentication (Mobile) Enable e-mail confirmation when registering a new mobile device (requires user to have an e-mail)
- Provisioning enabled Enable the provisioning functionality between the ACC and SIP server systems. If you enable provisioning, you must enter a secret (min. 8 characters) and enter the same secret in your SIP server web interface
- E-mail language Select language for Welcome e-mail

System Settings	
Size of PIN	
4	\$
Size of Password	
8	\$
Select network mode	
Proxy	~
Disable HTTP	
Two-Factor Authentication ( Mobile )	
Provisioning enabled	
mail Language	
EN	~

PICTURE 60 SYSTEM SETTINGS

## **15.6 Email settings**

Email settings allows configuration of custom Email (Picture 61).

	Send welcome e-mail when a user is created	
	Custom Empil Sottings	
	Custom Email Settings	
HOST	r	
Port		
587	·	
Emai	1	
Useri	name	
Passv	word	
	SSL	
	SSL	

PICTURE 61 EMAIL SETTINGS



### **15.7 Date – Time Settings**

Date – Time settings allows configuring time and date for Access control devices (Picture 62).

Date-Time Settings	
Date	
24.06.2019	
Time	
14:26:11	
Timezone	
Europe/Copenhagen 🔻	
NTP Enabled	
0.europe.pool.ntp.org	
NTP Server 2	
1.europe.pool.ntp.org	
NTP Server 3	
2.europe.pool.ntp.org	
	Save Changes

PICTURE 62 DATE - TIME SETTINGS



### **15.8 Holiday Settings**

**Holiday Settings** (Picture 63) allows configuration of time when users won't be able to access their zones. This option can be enabled in **Access Rules**.

Holiday Settings				
Holiday Name	Name	Date	Repeat Annually	Action
Holiday Name		No Holi	days added	
Date			uays auteu	
Date				
Multiple Days				
Repeat Annually				
Add ne	w			

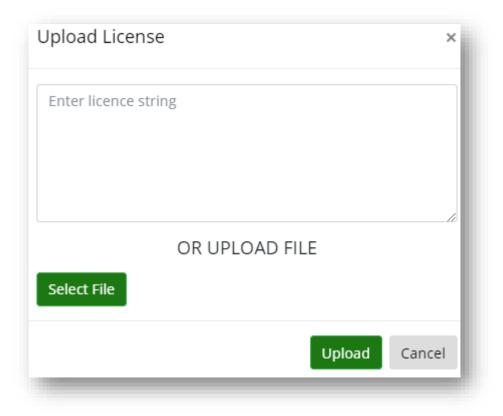
#### PICTURE 63 HOLIDAY SETTINGS

Section	Function
Holiday Name	Name of holiday
Date	Select date of that holiday
Multiple days	Allows selection of more days if holiday takes more than one day
Repeat Annually	Repeats every year



### **15.9 Upload License**

Clicking on **Upload License** gives option to upload license for Access control device either by **License** string or by uploading License File (Picture 64).



PICTURE 64 UPLOAD LICENSE

### 15.10 Web Relay

Web relay option provides remote control. Relay can be turned on or off using web browser or configuring Freund's intercoms such as FE-IPDS-29S to trigger relay with DTMF code it receives.

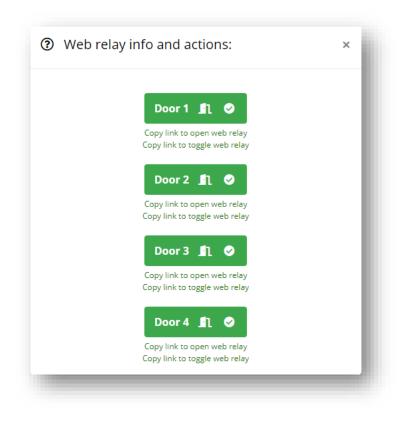
Web Relay Settings	3
✓ Enabled	
Secret	
09871234	
Relay open time for Door 1	
3000	
Relay open time for Door 2	
3000	
Relay open time for Door 3	
3000	
Relay open time for Door 4	
3000	
	Save Changes

#### PICTURE 65 WEB RELAY

Clicking on icon <sup>(2)</sup> in top right corner will open form shown on Picture 66.

Section	Icon	Function
Trigger	<b>1</b> 1	Triggers relays and opens door for certain amount of time.
Toggle	$\bigcirc$	Toggles relay to open. Needs to be toggled again to close the door
Copy link to open web relay	-	Pasting this link into browsers address bar will trigger relay.
Copy link to toggle web relay	-	Pasting this link into browsers address bar will toggle relay.





PICTURE 66 WEB RELAY INFO AND ACTIONS

### 15.11 Self-Diagnostic Settings

When Self Diagnostic is enabled, system will check itself for any malfunctions at specified time.

🖵 Self Diagnostics Settings	
✓ Enabled	
Self Diagnostics Time	
02:15	
	Save Changes

PICTURE 67 SELF DIAGNOSTIC



### **15.12** Monitoring settings

Monitoring settings allow notifying through email when device fails, door fails, door is not closed, reader fails and when system restarts.

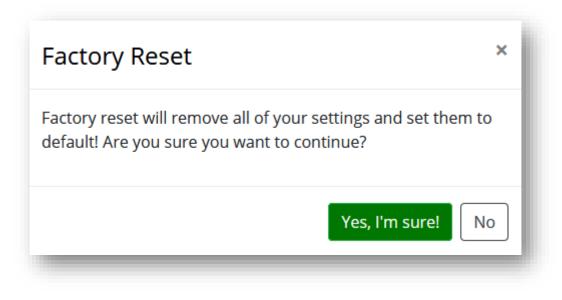
Enabled		
itoring Email Address		
@freund.dk		
Notify when a device fails	Notify when a device is up	Notify when a door fails
Notify when a device rails	Notify when a device is up	
Notify when a door is not closed	Notify when a reader fails	Notify when a reader is up
Notify e-mail when the system starts		
Notify e-mail when the system starts		Sa

PICTURE 68 MONITORING SETTINGS



### 15.13 Factory reset

Resets the device to factory settings.



#### PICTURE 69 FACTORY RESET

### 15.14 System Upgrade

Upgrade Access Control software by selecting file.

System Upgrade	×
Select File	
	Upload Cancel

#### PICTURE 70 SYSTEM UPGRADE



### 15.15 Remote Button

Remote Button allows opening an external door remotely. To have it work properly, an Exit button needs to be set up first (described in this documents <u>section 8. Devices</u>).

emote button settings	Add new remote button
Your system does not have any remote buttons	

PICTURE 71 REMOTE BUTTON

By clicking on "Add new remote button" (Picture 71), following form will show:

Add new remote button	×
Name	
Select door Button V	
Select door to open with button	
Cancel Add now remote butte	
Cancel Add new remote butto	

PICTURE 72 ADD NEW REMOTE BUTTON FORM

In the form, a name can be given to the External Button, as well as the door that has a physical button attached to it needs to be selected. To finish the configuration, assign the door which will be opened by pressing the button under "Select door to open with button". Configured button will look as shown in the picture below.

Set	tings Panel Configure your settings an	d preferences		
	Remote button settings		A	Add new remote button
#	Name	Door	Relay	Actions
2.	Remote Button Test	Door 1 INT2D-118240	Door 4 INT2D-217724	/1

PICTURE 73 PROPERLY CONFIGURED REMOTE BUTTON



### 15.16 iLOQ Settings

IP-INTEGRA ACC has been integrated with iLOQ's S5 product lineup. This gives FREUND offline solution for the ACC system.

ILOQ Settings		
✓ Enabled		
Get URL API		
iLOQ Service address		
Username	Password	
Username	*****	
Customer Code	Lock Group	
ILOQ_XXXX	Freund API Demo 🗸	
		Save Changes

#### **PICTURE 74 ILOQ SETTINGS**

To link our ACC controller to the iLOQ system, fill out the required fields shown in Picture 74. Input information will be provided by iLOQ. To enable the integration, make sure '**Enabled**' button is ticked.

Key/Card information changes from iLOQ will be synchronized\* automatically to IP-INTEGRA access controller.

To assign Account Group to the iLOQ user account, in the navigation menu on the left click on Accounts and then click on Assign Account Group button -

No other changes can be made to the iLOQ user accounts.

\*Synchronization is done periodically every 40 seconds if there has been changes made in the iLOQ Manager.



## 16. System

- Reboot Restarts the device.
- Shutdown Turns off the device.