

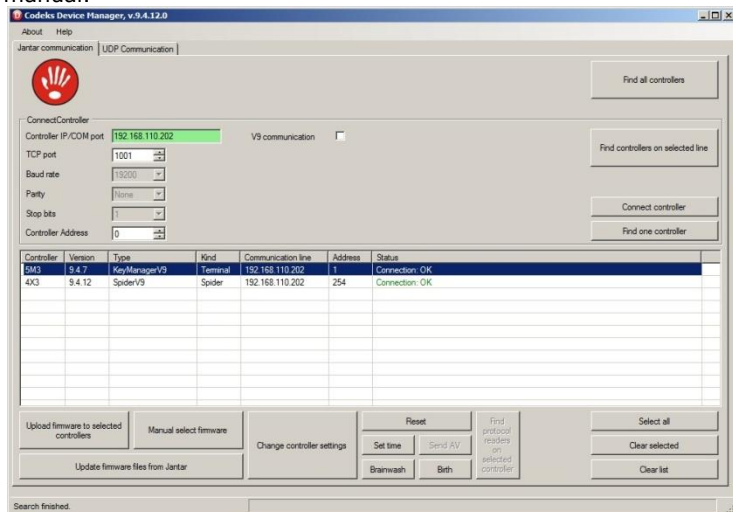


NEO UNITS WITH READER IN CODEKS SOFTWARE

Communication connection

Ethernet:

Connect the unit to the computer through your LAN via Ethernet connector. Adjust network settings of the unit using the Codeks Device Manager software so that it will function properly in your network. You need to adjust only the network settings of NEO M unit, which is found under the Name "4X1" and Type "SpiderV9" in Codeks Device Manager. Please consult Codeks Device Manager's manual.



RS485:

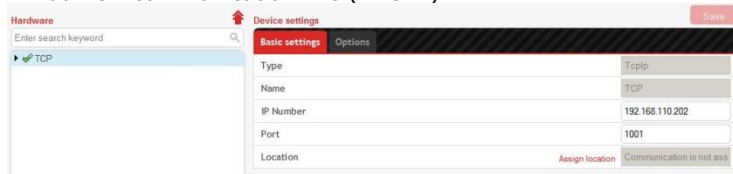
If you do not want or cannot use the built-in Ethernet interface, connect RS485 communication of the NEO K-10 units to the communication converter from the Spider family: Spider-W5 USB, Spider-NET W5 and through it to the computer. For the RS485 communication line is recommended to use FTP or S-FTP cable. There can be only one key manager system on one communication line. You should not connect other controllers on this communication line.

Add NEO units to Codeks software

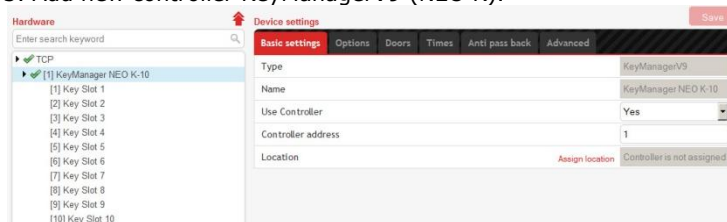
If you are adding NEO units to the fresh installation of the Codeks you can use pre-set database which can be found on the CD.

If you are adding NEO units to the existing installation of the Codeks follow this instructions.

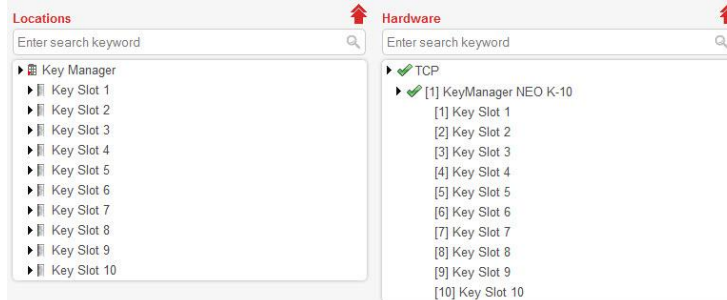
1. Open Hardware window.
2. Add new communication line (NEO M).



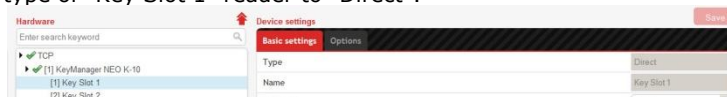
3. Add new controller KeyManagerV9 (NEO K).



4. Rename the readers and passages to "Key Slot 1, Key Slot 2...".



5. If you are using "DIRECT" reader on the NEO M unit, change the type of "Key Slot 1" reader to "Direct".



6. Open Send tables window and click "Send tables" button.

Create Key tags and User Groups and add permissions

Key tags group:

1. Open Groups window.
2. Click "Permission edit" button.
3. Click "Add Group" button.
4. Enter a name "Key tags" and click "Save" button.

Group information:

Group name:

Type:

5. Add timetable to passage "Key tag Reader" and click "Save" button.



User groups:

1. Click "Add Group" button.
2. Enter a name and click "Save" button.

Group information:

Group name:

Type:

Group information:

Group name:

Type:

3. Add timetables to passages and click "Save" button.
Picture shows that group "All keys" has permission to get all keys.

Select group ... select passage ... select timetable and action for passage.

List of Groups	List of Passages	Selected Timetable for Passage	Action	Show
<input checked="" type="checkbox"/> All Keys	<input checked="" type="checkbox"/> Key Manager/Key Slot 1	All time	Open	<input type="button" value="Show"/>
<input type="checkbox"/> Key tags	<input type="checkbox"/> Key Manager/Key Slot 10	All time	Open	<input type="button" value="Show"/>
<input type="checkbox"/> Keys 1,3,5	<input type="checkbox"/> Key Manager/Key Slot 2	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 3	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 4	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 5	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 6	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 7	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 8	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 9	All time	Open	<input type="button" value="Show"/>

Picture shows that group "Keys 1,3,5" has permission to get only 3 keys.

Select group ... select passage ... select timetable and action for passage.

List of Groups	List of Passages	Selected Timetable for Passage	Action	Show
<input type="checkbox"/> All Keys	<input type="checkbox"/> Key Manager/Key Slot 1	All time	Open	<input type="button" value="Show"/>
<input type="checkbox"/> Key tags	<input type="checkbox"/> Key Manager/Key Slot 10			<input type="button" value="Show"/>
<input checked="" type="checkbox"/> Keys 1,3,5	<input checked="" type="checkbox"/> Key Manager/Key Slot 3	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 4			<input type="button" value="Show"/>
	<input checked="" type="checkbox"/> Key Manager/Key Slot 5	All time	Open	<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 6			<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 7			<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 8			<input type="button" value="Show"/>
	<input type="checkbox"/> Key Manager/Key Slot 9			<input type="button" value="Show"/>

Add Key tags and Users in Codeks Software

Add Users:

1. Open Users window.
2. Click "Add user" button.
3. Enter the name of the user.
Select a group for the user. In group "All keys" user will have permission to take all of the keys. In group "Keys 1,3,5" user will have permission to take only 3 keys.
4. Click "Read card", select the "Key Slot 1" and approach a card for this user to the reader.
5. Click "Save" button.

Basic settings | Advanced settings | Department admin

Additional cards

User

Name:

Last name:

Personal ID:

Email:

Group name:

Company organization:

Enable time registration: ☐

Time registration start date:

Card:

Allow card number input on keypad: ☐

PIN:

Add Key tags:

1. Click "Add User" button.
2. Enter the name "Key tag 1".
Select group "Key tags".
Click "Read card", select the "Key Slot 1" and approach first Key tag to the reader. Click "Save" button.
Select "Advanced settings" menu and set "User card type - Key manager key tag" and click "Save" button.

Basic settings | Advanced settings | Department admin

Additional cards

User

Name:

Last name:

Personal ID:

Email:

Group name:

Company organization:

Enable time registration: ☐

Time registration start date:

Card:

Allow card number input on keypad: ☐

PIN:



NEO units with reader in Codeks software

Basic settings **Advanced settings** Department admin

Additional cards

User's permissions

Username

Password

Can edit time registration ☐

Other Upload photo

Language

Calendar

External ID

Export ID

Advanced user settings

Valid from

Valid till

Master card ☐

Follow user ☐

Hide user ☐

Link code

User card type

3. Add timetable to passage "Key Slot 1" and click "Save" button.

List of Passages	Selected Timetable for Passage	Action	Macro	Dynamic access
<input checked="" type="checkbox"/> Key Manager/Key Slot 1	All time	Open	Choose	Choose
<input type="checkbox"/> Key Manager/Key Slot 2				
<input type="checkbox"/> Key Manager/Key Slot 3				
<input type="checkbox"/> Key Manager/Key Slot 4				
<input type="checkbox"/> Key Manager/Key Slot 5				
<input type="checkbox"/> Key Manager/Key Slot 6				
<input type="checkbox"/> Key Manager/Key Slot 7				
<input type="checkbox"/> Key Manager/Key Slot 8				
<input type="checkbox"/> Key Manager/Key Slot 9				
<input type="checkbox"/> Key Manager/Key Slot 10				
<input type="checkbox"/> Key tag Reader				

4. Repeat this for all of the Key tags. (for the Key tag 2 add timetable to Key Slot 2...)

5. Open Send tables window and click "Send tables" button.

3. Enter all of the key tags in the same manner.

Last name	Name	Personal ID	Card	Department
All	Keys		15534836	
Key tag	1		9047714	
Key tag	10		9055669	
Key tag	2		9047217	
Key tag	3		9060756	
Key tag	4		9059929	
Key tag	5		9053824	
Key tag	6		9044403	
Key tag	7		9064946	
Key tag	8		9067393	
Key tag	9		9067508	
Keys	1,3,5		2016618	

Show 50 entries Showing 1 to 12 of 12 entries

Add permissions to Key tags for corresponding Key tag insert holes

1. Open Groups window.
2. Right click on a Key tag 1 and select "User's permissions".

You are changing user "1" permission

Last name	Name
<input type="checkbox"/> All	Keys
<input checked="" type="checkbox"/> Key tag	
<input type="checkbox"/> Key tag	
<input type="checkbox"/> Key tag	
<input type="checkbox"/> Key tag	
<input type="checkbox"/> Key tag	
<input type="checkbox"/> Key tag	

- Assign group to user
- User's permissions
- Copy group and user's permissions
- Paste group and user's permissions
- Close

