Quick Start Guide

FaceKiosk-H13A/C

Version: 2.1
1. Components

- Wall Mount Facekiosk-H13A

- Near Infrared Camera
- Visible Light Camera
- LED Fill Light
- Near Infrared Fill Light
- Speaker
- IC Card Reading Area
- Fingerprint Scanner/QR Code Scanner
- 13.3-inch High-definition Capacitive Touch Screen
2. Installation Procedure

- **Wall Mount Installation Procedure**

Before installation, connect the wire to the device and move it through the device’s lower aperture.

1. Align the backplate to the screw holes on the back of the device.

2. Secure the plate with the screws (11 pcs) to the back of the unit.

3. Place the rear panel at an appropriate height from the ground. Drill the holes on the wall and fix it.
4. Set the device at the desired position on the rear panel that is fixed on the wall.

5. Secure the Kiosk by assembling the device and the rear panel with the bottom screw.
Floor Mount Installation Procedure

1. Take the device and the base from the box. Fix the device into the corresponding slot of the base plate.

2. Cautiously incline the device horizontally and assemble the device over the base with the screws (8 pcs) from the bottom of the base.
3. Door Sensor, Exit Button & Alarm Connection

4. Access Control Device Connection
5. Operational Procedure

 Visitors Self-registration Methods

1. Register on the reception desk device.
2. Scan the QR code to register via Mobile phone.

**Note:**
The visitor can register by scanning the QR code on the reception desk device or the QR code on the invitation E-mail sent by the system in advance.

**Process Overview**

1. Visitor Arrival
2. Check-in
3. Grant Access
4. Check-out
5. Visitor Exit
6. Obtain Visitor Records
7. Issues visitor information to the access device
8. Forbids visitor access after check-out
6. Install and Uninstall Firmware

1. Install the Firmware via U Disk

Step 1: Install the CoreService APK first.

Step 2: Then, install the ZKBioArgus APK.

2. Clear the Data and Uninstall the Firmware

Click Firmware System Settings > Personality Settings> Android System Settings.

1. Uninstall both the CoreService and ZKBioArgus APK’s.
2. Uninstall the ZKBioArgus first.

3. Delete the Config and ZKTeco Folders

1. In the Android Interface, select Explorer > Internal Memory > Delete.
2. Delete the two Folders Config and ZKTeco.
After completing the following five simple steps, the device will be ready to use for visitor management.

1. Set the Server details on device.
   E.g.: http://110.80.38.74:8658
   **Server Address:** 110.80.38.74
   **Communication Port:** 8158
   **Server Port:** 8658

2. Add the device to the FaceKiosk Module of the software.

3. Set the device as an Entry device.
   Click Visitor Module > Basic Management > Entry Place > New.
4. Add the sender's mailbox to the software. The system will send an Email through the sender's mailbox. Click Software System > Basic Management > E-mail Management.

5. Select an employee as the host. Click Visitor > Basic Management > Host Levels > New.

- **Home Screen and Connectivity Status**
8. Visitor Management

1. Visitor Registration

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face Recognition</td>
<td>Can be turned on or off, and grant access through facial recognition</td>
</tr>
<tr>
<td>Temperature Detection</td>
<td>Can be turned on or off and this function is only available when guests register on the device</td>
</tr>
<tr>
<td>Fill Personal information</td>
<td>Fill the details such as Name, Phone number, E-mail address, Company name, etc.</td>
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</tbody>
</table>
| Host and Reason       | Host - Select the employee you want to visit  
                          Reason - Select the purpose of visit                                    |

2. Visitor Check-in
Tap the Check-in & Check-out button to check-in.

3. Facial Recognition
Visitors can enter the premises through facial recognition.

4. Visitor Check-out
Tap the Check-in & Check-out button to check out.

5. Reports
Export reports with complete visitor information from the software immediately.

You're all set to use Visitor Management!