

# Change Log

## ZKBio CVAcces

Version: 3.0

Date: November 2025

Software Version: ZKBio CVAcces\_4.3.0\_R

English

Thank you for choosing our product. Please read the instructions carefully before operation. Follow these instructions to ensure that the product is functioning properly. The images shown in this manual are for illustrative purposes only.



For further details, please visit our Company's website  
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## ZKTeco Headquarters

**Address** ZKTeco Industrial Park, No. 32, Industrial Road,  
Tangxia Town, Dongguan, China.

**Phone** +86 769 - 82109991

**Fax** +86 755 - 89602394

For business related queries, please write to us at: [sales@zkteco.com](mailto:sales@zkteco.com).

To know more about our global branches, visit [www.zkteco.com](http://www.zkteco.com).

## About the Company

ZKTeco is one of the world's largest manufacturer of RFID and Biometric (Fingerprint, Facial, Finger-vein) readers. Product offerings include Access Control readers and panels, Near & Far-range Facial Recognition Cameras, Elevator/floor access controllers, Turnstiles, License Plate Recognition (LPR) gate controllers and Consumer products including battery-operated fingerprint and face template-reader Door Locks. Our security solutions are multi-lingual and localized in over 18 different languages. At the ZKTeco state-of-the-art 700,000 square foot ISO9001-certified manufacturing facility, we control manufacturing, product design, component assembly, and logistics/shipping, all under one roof.

The founders of ZKTeco have been determined for independent research and development of biometric verification procedures and the productization of biometric verification SDK, which was initially widely applied in PC security and identity authentication fields. With the continuous enhancement of the development and plenty of market applications, the team has gradually constructed an identity authentication ecosystem and smart security ecosystem, which are based on biometric verification techniques. With years of experience in the industrialization of biometric verifications, ZKTeco was officially established in 2007 and now has been one of the globally leading enterprises in the biometric verification industry owning various patents and being selected as the National High-tech Enterprise for 6 consecutive years. Its products are protected by intellectual property rights.

## Document Conventions

Conventions used in this manual are listed below:

### GUI Conventions

For Software	
Convention	Description
<b>Bold font</b>	Used to identify software interface template names e.g. <b>OK</b> , <b>Confirm</b> , <b>Cancel</b> .
>	Multi-level menus are separated by these brackets. For example, File > Create > Folder.
For Device	
Convention	Description
< >	Button or key names for devices. For example, press <OK>.
[ ]	Window names, menu items, data table, and field names are inside square brackets. For example, pop up the [New User] window.
/	Multi-level menus are separated by forwarding slashes. For example, File/Create/Folder.

### Symbols

Convention	Description
	This represents a note that needs to pay more attention to.
	The general information which helps in performing the operations faster.
	The information which is significant.
	Care taken to avoid danger or mistakes.
	The statement or event that warns of something or that serves as a cautionary example.

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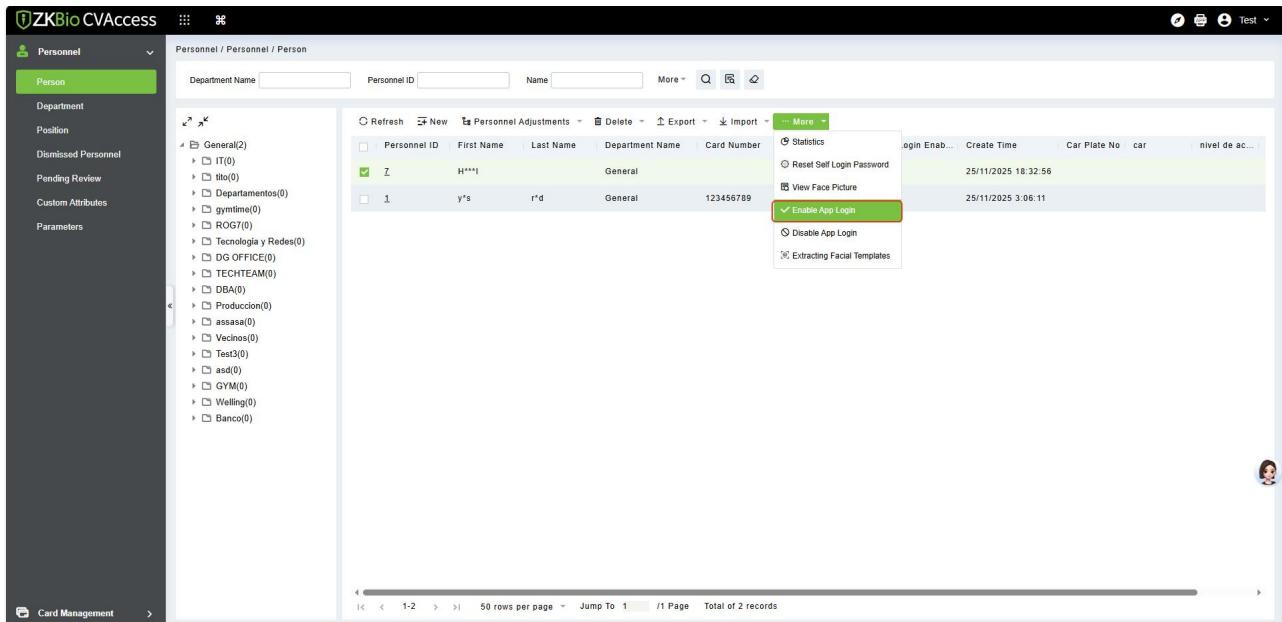
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## Personnel

- After selecting personnel, enabling the "APP Log In" feature will automatically send an email to the individual with instructions on how to use the app.

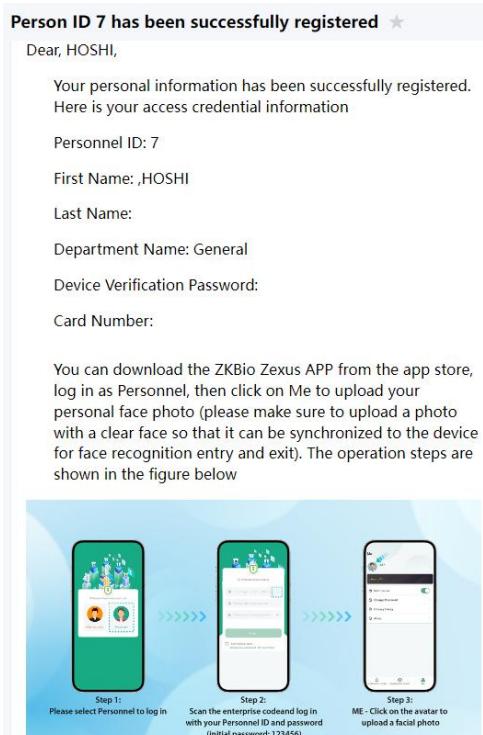
**Step:** Enter Personnel → Employee List, after selecting the corresponding employee and clicking

"More" → "Enable APP Login", the system will automatically send an email notification to the selected individual.



The screenshot shows the ZKBio CVAccess software interface. On the left, there is a sidebar with navigation options: Personnel (selected), Department, Position, Dismissed Personnel, Pending Review, Custom Attributes, and Parameters. The main area is titled 'Personnel / Personnel / Person' and shows a list of employees. A context menu is open for an employee with Personnel ID 7, First Name 'H\*\*\*', and Last Name 'General'. The menu includes options like 'Statistics', 'Reset Self Login Password', 'View Face Picture', and 'Enable App Login' (which is highlighted with a red box). Other menu items include 'Disable App Login' and 'Extracting Facial Templates'. The list also shows other employees with their details like First Name, Last Name, Department Name, and Card Number. At the bottom of the list, there are buttons for 'More', 'Refresh', 'New', 'Personnel Adjustments', 'Delete', 'Export', 'Import', and 'More'. The bottom of the screen shows pagination controls and a message 'Total of 2 records'.

The content of the email notification is as shown in the figure below: The employee can directly follow the guidance in the email to begin using the app login.



The email notification has a subject line 'Person ID 7 has been successfully registered' with a star icon. The message body starts with 'Dear, HOSHI,'. It informs the recipient that their personal information has been successfully registered and provides their access credential information: Personnel ID: 7, First Name: HOSHI, Last Name: , Department Name: General, Device Verification Password: (redacted), and Card Number: (redacted). The email then provides instructions for app login: 'You can download the ZKBio Zexus APP from the app store, log in as Personnel, then click on Me to upload your personal face photo (please make sure to upload a photo with a clear face so that it can be synchronized to the device for face recognition entry and exit). The operation steps are shown in the figure below'. Below this text is a diagram titled 'Step 1: Please select Personnel to log in', 'Step 2: Scan the enterprise-coded log in with your Personnel ID and password (initial password: 123456)', and 'Step 3: Me - Click on the avatar to upload a facial photo'. The diagram shows three smartphones connected by arrows, illustrating the sequential steps of the login process.

## Access Control

- **Navigate Access > Access Rule: Personnel export from permission groups now includes name field in exported data.**

**Step:** Enter Access → Access Rule → Set Access By Levels, select the desired permission group(s) on the left, then click the "Export" button. As shown in the figure below, enter the page password to initiate the export of the permission group.

ZKBio CVAccess

Device Management >

Access Rule

Time Zones

Holidays

Access Levels

**Set Access By Levels**

Set Access By Person

Set Access By Department

Interlock

Linkage

Anti-Passback

First-Person Open

Multi-Person Group

Multi-person Verification

Parameters

Access Control Reports >

Access / Access Rule / Set Access By Levels

Access Levels

Level Name Time Period

Refresh Export Import

Level Name	Area Name	Time Period	Operations
NYC	Area Name	24-Hour Access	
Headoffice	Gerencia	Access 8AM-5PM	
15	Area Name	24-Hour Access	
arrendatarios	Tc Administracion	24-Hour Access	
THT	Area Name	24-Hour Access	
2	Administracion	jornada	
1	Gerencia	24-Hour Access	
Level/Dtest3	Area Name	Dtest3	
Vecinos	Area Name	24-Hour Access	
DayMeal	Area Name	DayShift	
Administrador	Gerencia	24-Hour Access	
OP	Test	24-Hour Access	
test	Area Name	24-Hour Access	
Level	Area Name	24-Hour Access	
TESTMEMBRO	Area Name	24-Hour Access	

50 rows per page ▶ Jump To 1 /1 Page Total of 22 records

Browse Personnel HYC (Area Name) From Levels

Personnel ID Name

More ▶

Refresh Delete Personnel

Personnel ID	First Name	Last Name	Department
1	yus	rod	General

50 rows per page ▶ Jump To 1 /1 Page Total of 1 records

Export

User Password\*

File encryption  Yes  No

File Format EXCEL

Data to Export All (max 100000 records)

OK Cancel

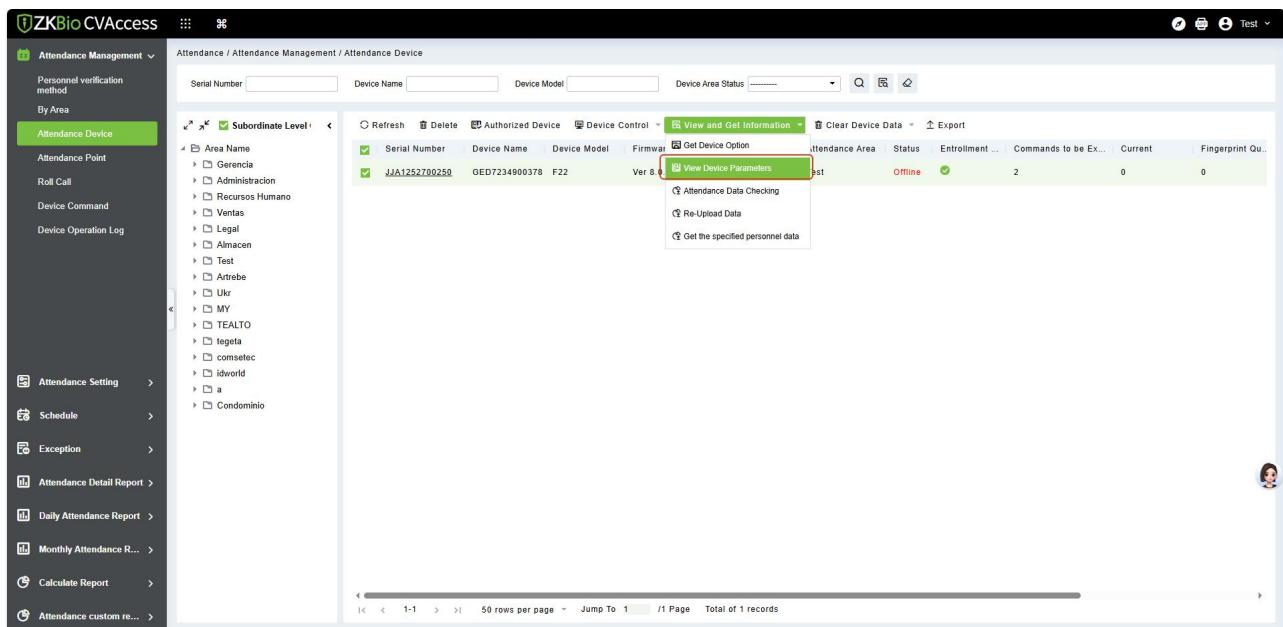
The exported permission group is shown in the following figure, including: Level Name, Personnel ID, First Name and Last Name.

Personnel Information of Access Level			
Level Name	Personnel ID	First Name	Last Name
HYC	1	yus	rod

## Time & Attendance

- Add a "PUSH Version" field display in the Attendance Device Menu.

**Step:** Enter Attendance → Attendance Management → Attendance Device, after checking the device, click "View and Get Information" - View Device Parameters.



ZKBio CVAccess

Attendance Management

Attendance / Attendance Management / Attendance Device

Attendance Device

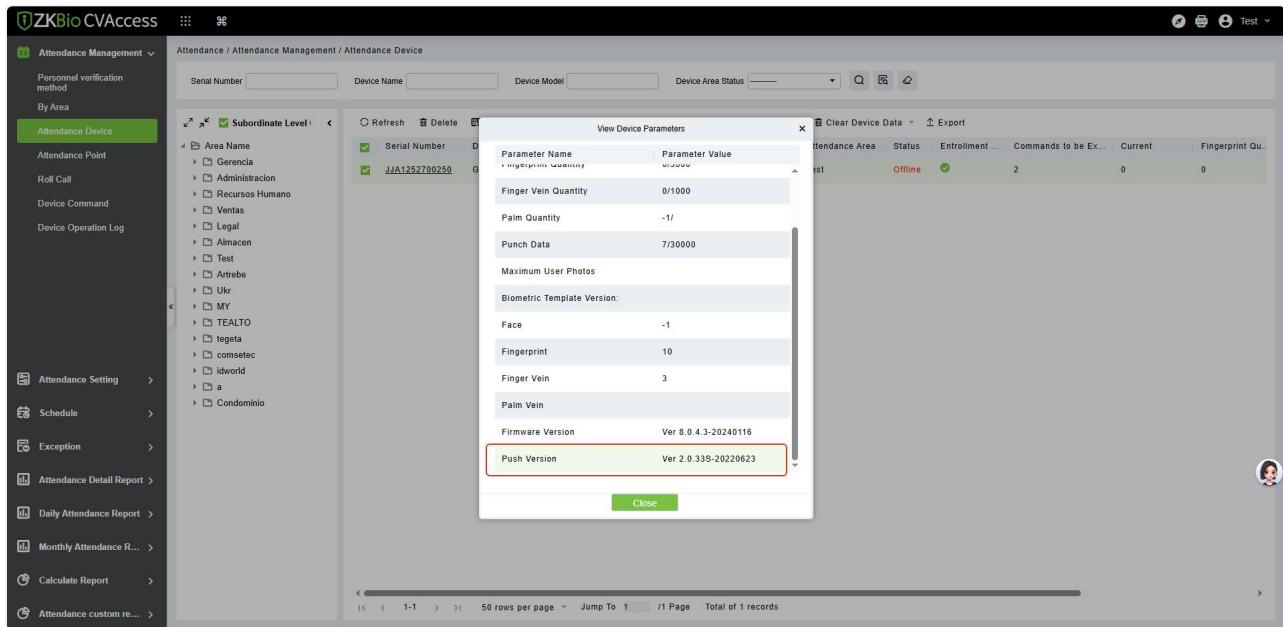
Serial Number: JJA1252700250 Device Name: GED7234900378 Device Model: F22 Firmware: Ver. 8.4

Attendance Area: Gerencia Status: Offline Enrollment: 2 Commands to be Executed: 0 Current: 0 Fingerprint Quota: 0

View Device Parameters

Attendance Data Checking  
Re-Upload Data  
Get the specified personnel data

Here you can view detailed device parameters, including the Push version.



ZKBio CVAccess

Attendance Management

Attendance / Attendance Management / Attendance Device

Attendance Device

Serial Number: JJA1252700250 Device Name: GED7234900378 Device Model: F22 Firmware: Ver. 8.0.4.3-20240115

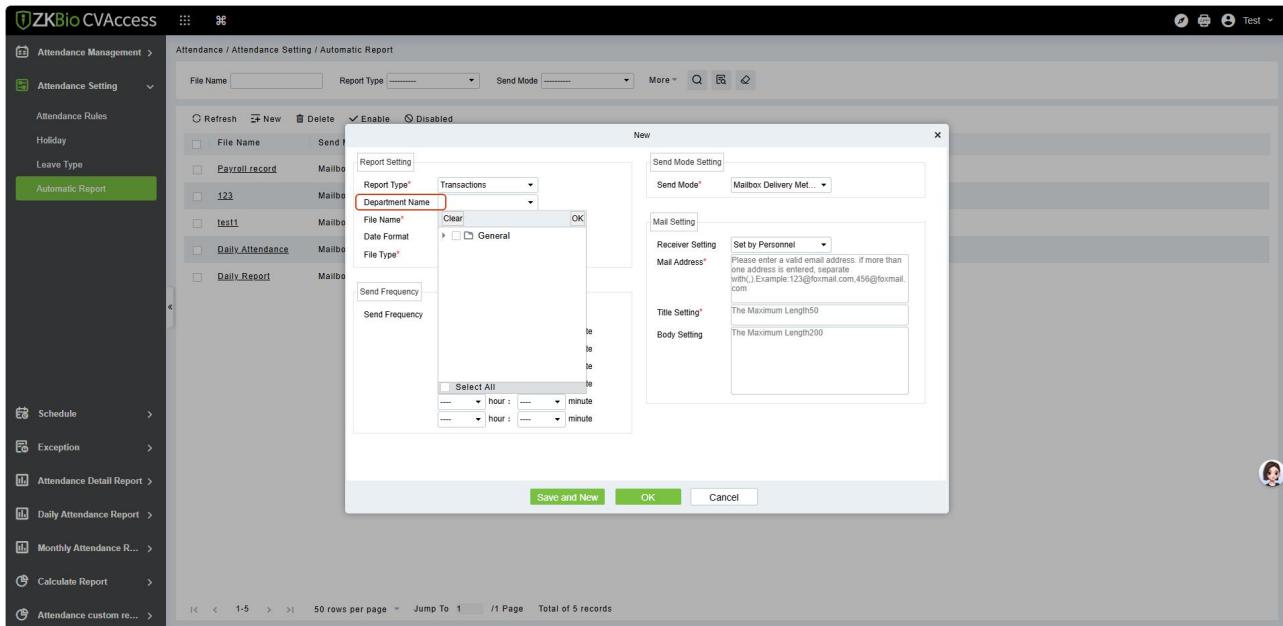
View Device Parameters

Parameter Name	Parameter Value
Finger Vein Quantity	0/1000
Palm Quantity	-1/
Punch Data	7/30000
Maximum User Photos	
Biometric Template Version:	
Face	-1
Fingerprint	10
Finger Vein	3
Palm Vein	
Firmware Version	Ver 8.0.4.3-20240115
Push Version	Ver 2.0.33S-20220623

Close

- **Automatic Report supports department selection, sending attendance records only for the selected department to recipients.**

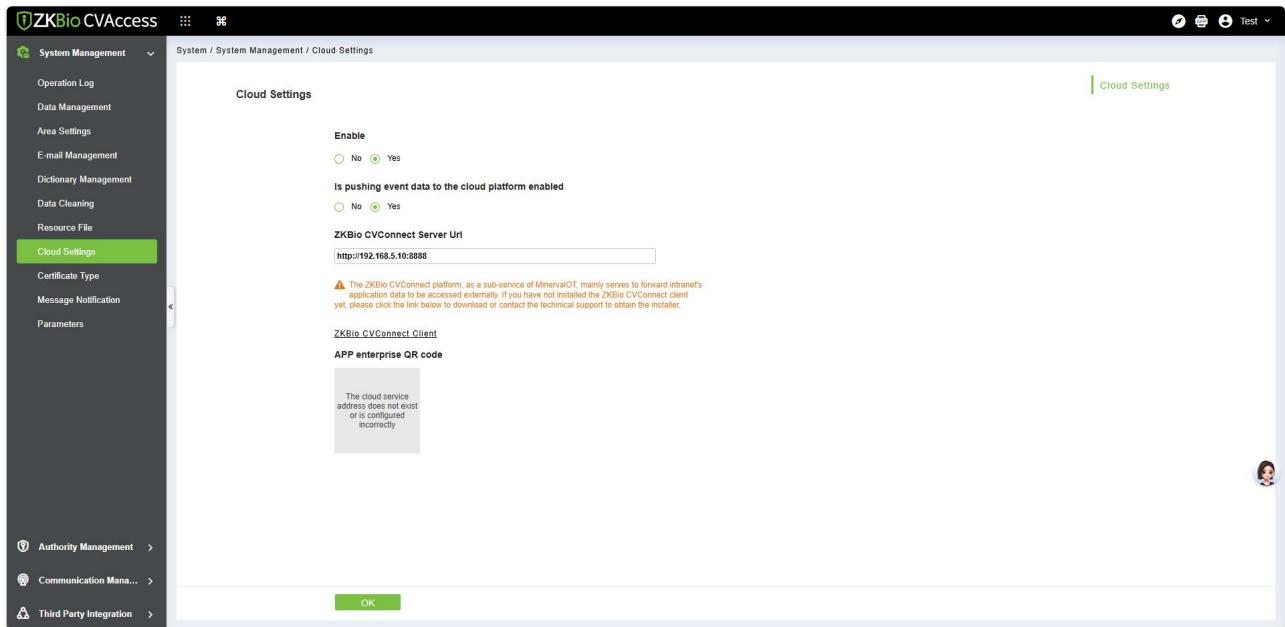
**Step:** Enter Attendance → Attendance Setting → Automatic Report, click "New", and in the Report Settings column, you can select the department name. After selection, only the attendance records of the selected department will be pushed to the recipients.



# Video Intercom

- The SIP service mode has been moved to the Video Intercom → Parameters page.

The "SIP Service Mode" option in System → Cloud Settings has been hidden.



System Management / Cloud Settings

Cloud Settings

Enable

No  Yes

Is pushing event data to the cloud platform enabled?

No  Yes

ZKBio CVConnect Server Url

http://192.168.5.10:3888

The ZKBio CVConnect platform, as a sub-service of MinervIOT, mainly serves to forward intranet's application data to be accessed externally. If you have not installed the ZKBio CVConnect client yet, please click the link below to download or contact the technical support to obtain the installer.

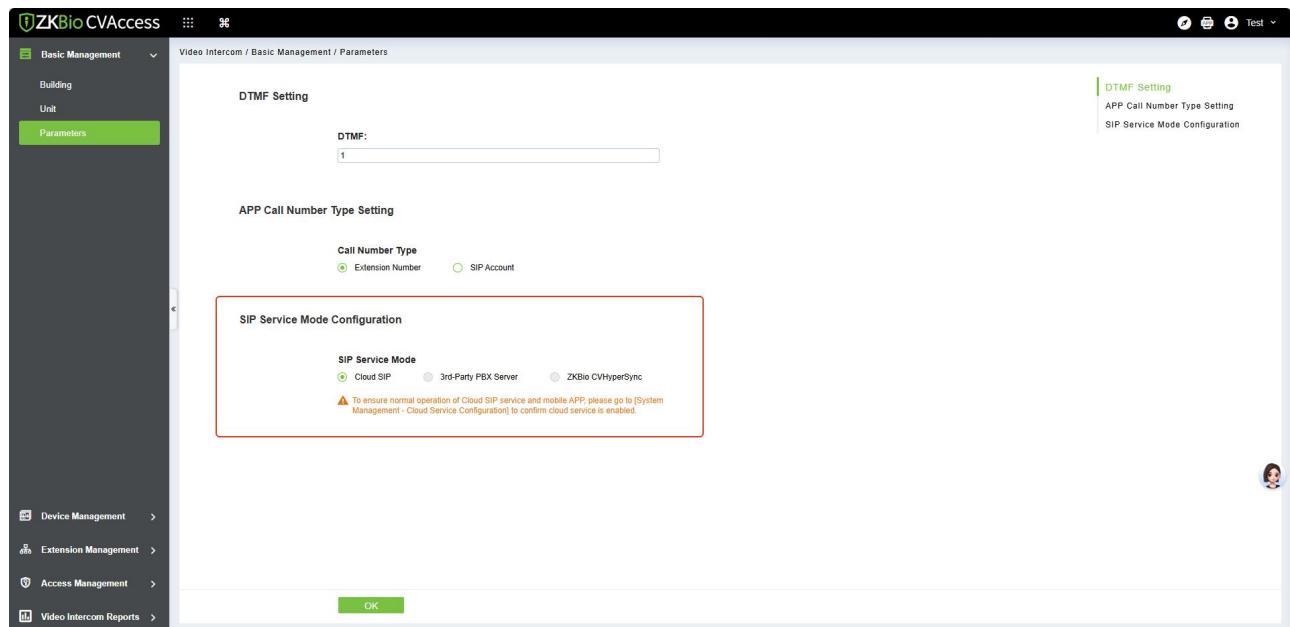
ZKBio CVConnect Client

APP enterprise QR code

The cloud service address does not exist or is configured incorrectly

OK

A new "SIP Service Mode" option has been added to Video Intercom → Parameters .



Video Intercom / Basic Management / Parameters

DTMF Setting

DTMF: 1

APP Call Number Type Setting

Call Number Type

Extension Number  SIP Account

SIP Service Mode Configuration

Cloud SIP  3rd-Party PBX Server  ZKBio CVHyperSync

To ensure normal operation of Cloud SIP service and mobile APP, please go to [System Management - Cloud Service Configuration] to confirm cloud service is enabled.

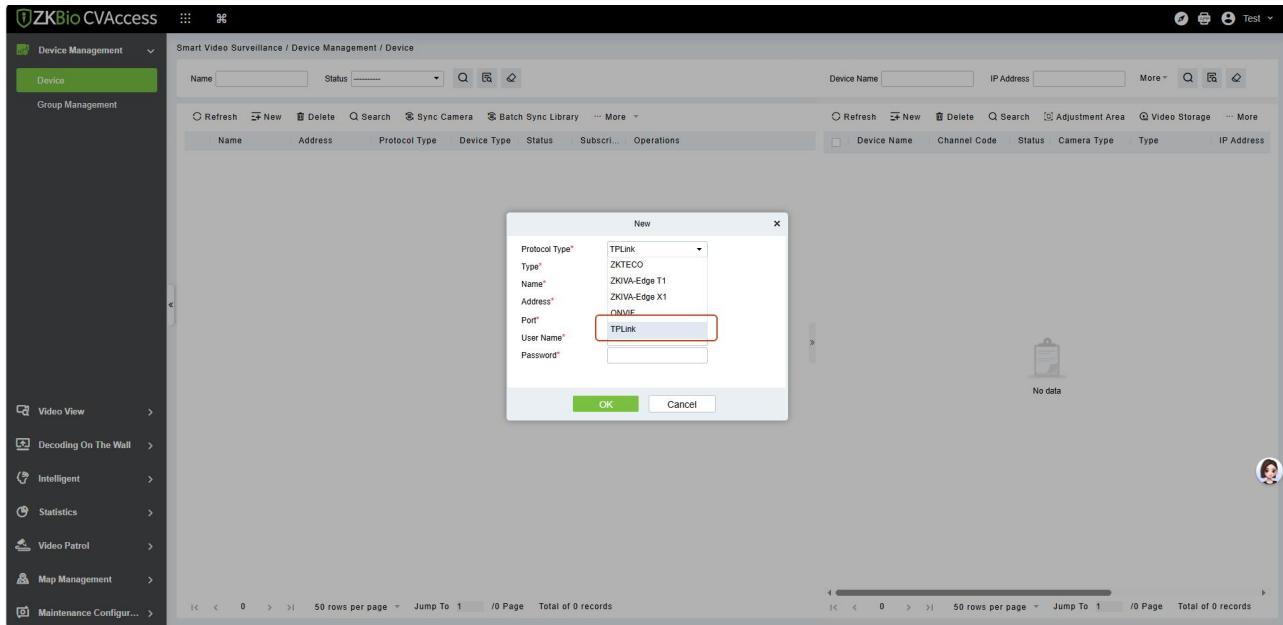
OK

# Smart Video Surveillance

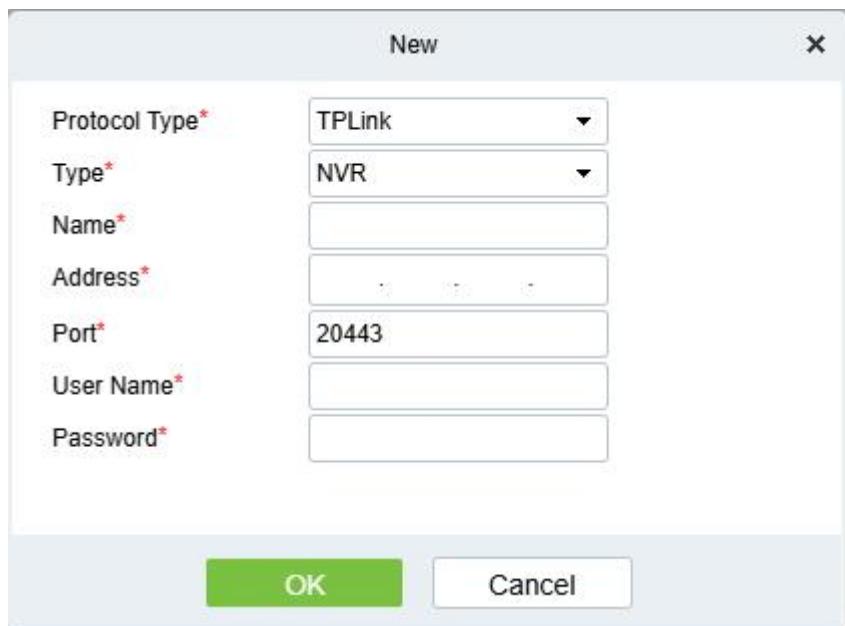
- **Integrated with TP-Link NVR to enable preview, playback, intelligent alert display, and alarm linkage.**

## **Operating Steps:**

**Step1:** Enter Smart Video Surveillance → Device Management → Device, Click "New" under the main device list to display the adding interface as shown in figure below.



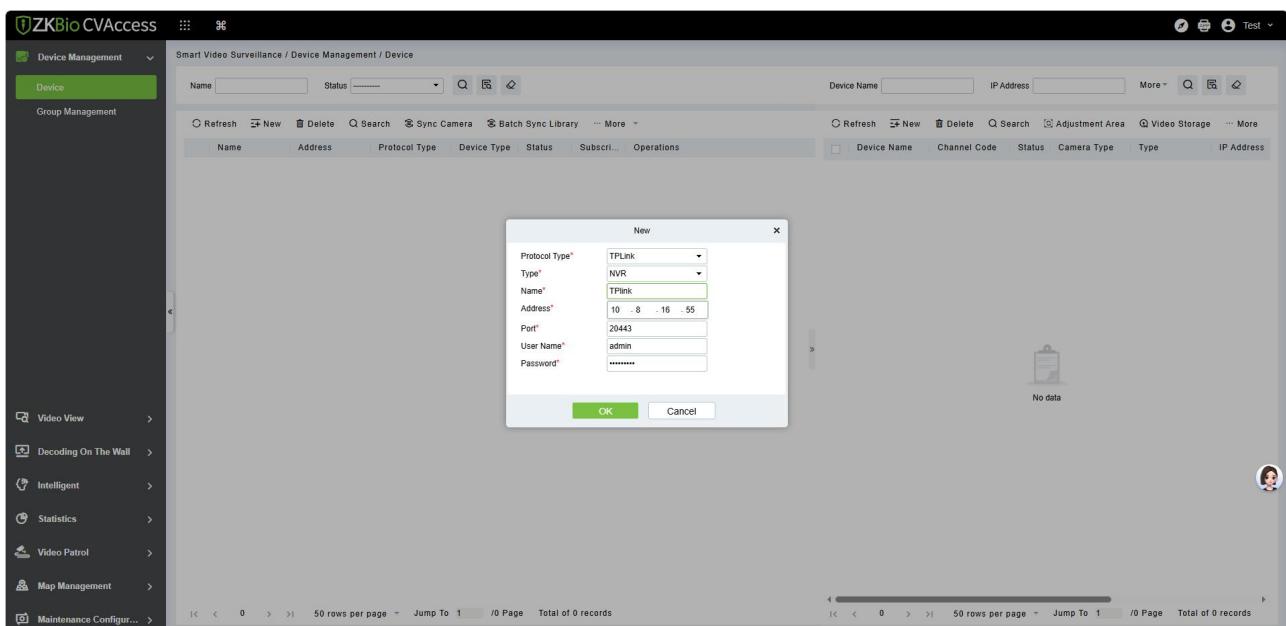
**Step2:** You can choose NVR devices based on the TP-Link protocol.



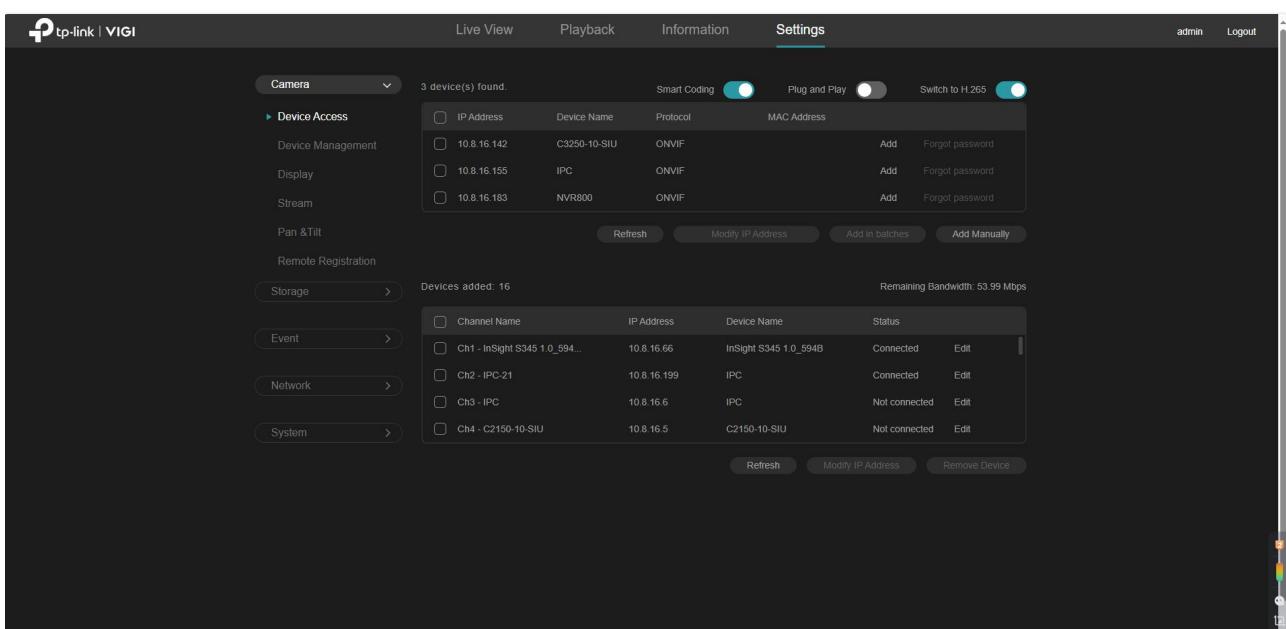
The description of each parameter is shown in Table.

Parameters/Buttons	Description
Type	Select the device type.
Protocol Type	Select the type of protocol.
Name	Customize the device name.
Port	Configure the device port.TPLink NVR default is 20443.
Address	Configure the device address. The format is: xxx.xxx.xxx.xxx, for example: 192.168.6.5
Username & Password	The NVR'S user name and password.

**Step 3:** Click OK.



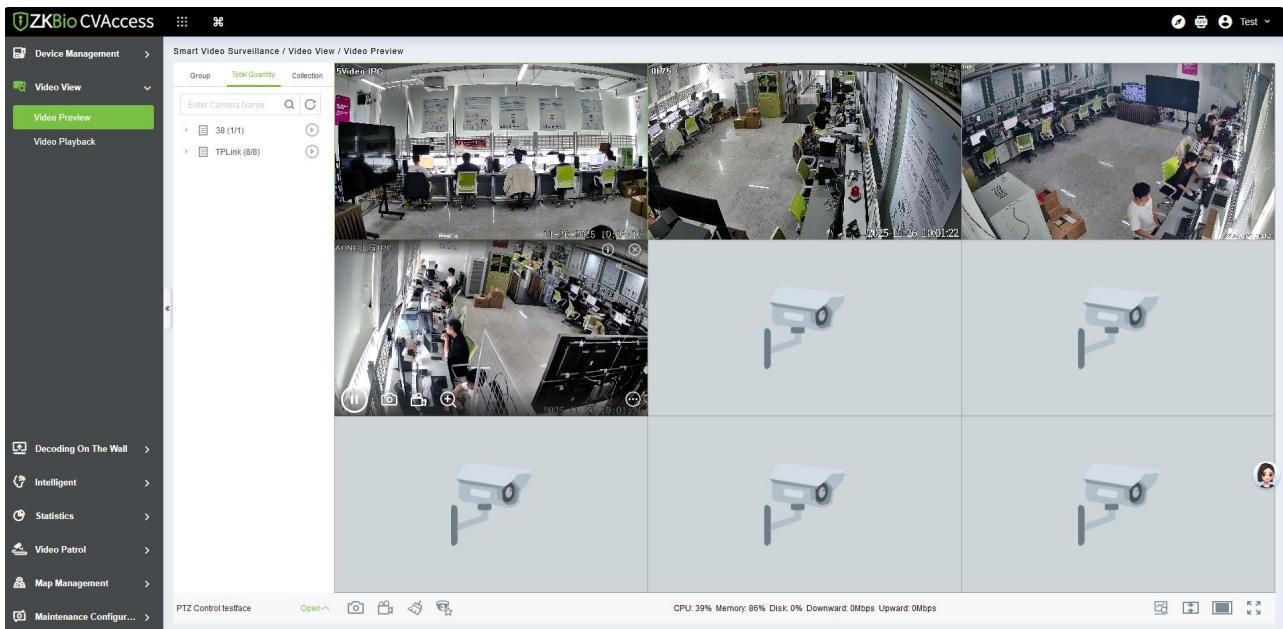
**Step 4:** Add IPCs on the NVR client.



The software interface will automatically synchronize the added camera devices.

Enter Smart Video Surveillance > Video View > Video Preview.

You can view the video preview here.



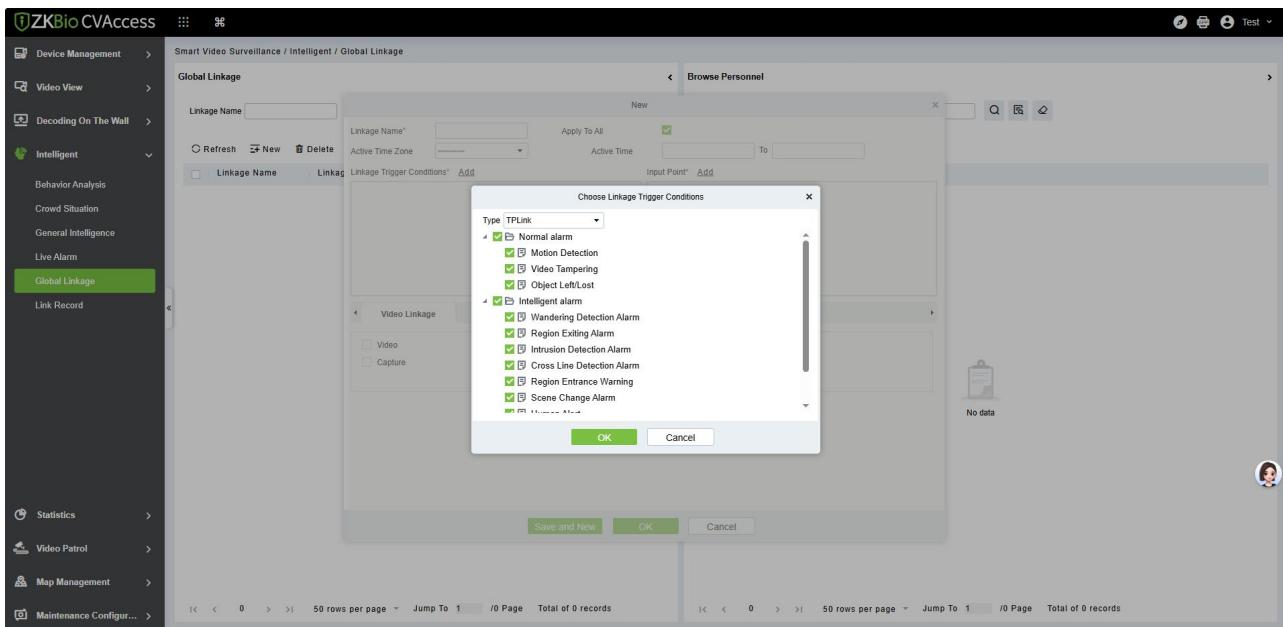
Enter Smart Video Surveillance > Video View > Video Playback.

You can view the video playback here.

Enter Smart Video Surveillance > Intelligent > Live Alarm.

You can view real-time video alarm monitoring here.

Enter Smart Video Surveillance > Intelligent > Global Linkage, click New to set the video linkage.



- **Supports batch synchronization of list databases to multiple devices.**

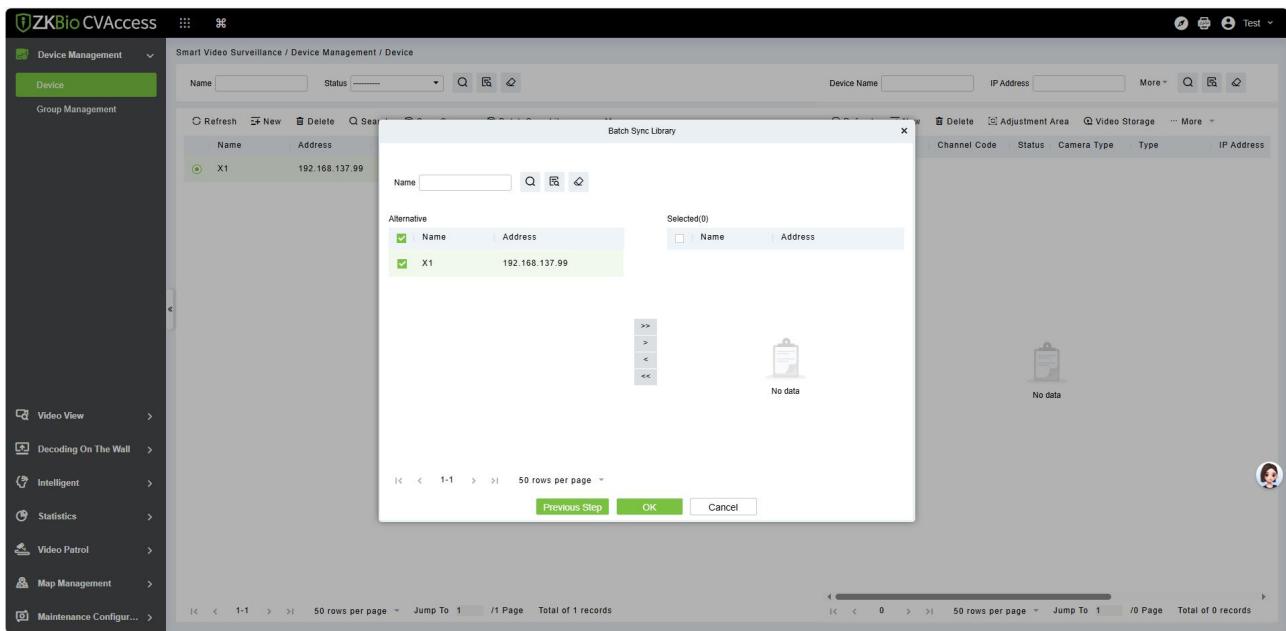
**Step1:** Enter Smart Video Surveillance → Device Management → Device, and click "Batch Sync Library".

The screenshot shows the ZKBio CVAccess software interface. On the left, there is a sidebar with various management options: Video View, Decoding On The Wall, Intelligent, Statistics, Video Patrol, Map Management, and Maintenance Configuration. The main area is titled 'Smart Video Surveillance / Device Management / Device'. It displays a table with columns: Name, Address, Protocol Type, Device Type, Status, Subscri..., and Operations. A single row is selected, showing 'X1' with the address '192.168.137.99', 'ZKIVA-Edge X1', 'AiBox', 'Online', and a red 'Sync' button. At the top of the main area, there is a toolbar with buttons for Refresh, New, Delete, Search, Sync Camera, and a red 'Batch Sync Library' button. To the right of the main table, there is another smaller table with columns: Device Name, Channel Code, Status, Camera Type, Type, and IP Address. The status bar at the bottom shows '50 rows per page', 'Jump To 1', and 'Total of 0 records'.

**Step2:** Select the list you want to synchronize and move it to the right, and click "Next Step".

This screenshot shows the 'Batch Sync Library' dialog box. The dialog has a 'Name' input field and a 'Selected(0)' status indicator. It contains three sections: 'Alternative' (with 'List Library...', 'Pass List', and 'Forbidden List' checkboxes), 'Allow List' (with 'List Library...', 'Pass List', and 'Forbidden List' checkboxes), and 'Block List' (with 'List Library...', 'Pass List', and 'Forbidden List' checkboxes). Below these sections are 'Next Step' and 'Cancel' buttons. The background of the dialog is semi-transparent, showing the main 'Device Management' interface of the ZKBio CVAccess software.

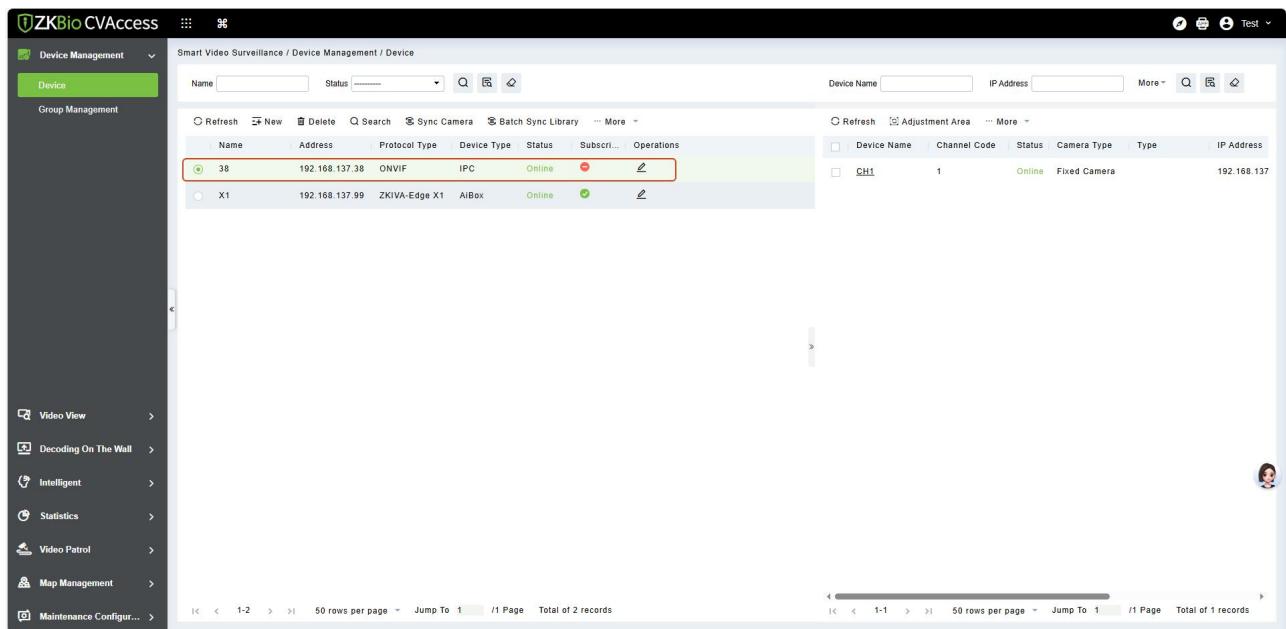
**Step3:** Select the devices for which you want to synchronize the list (multiple can be checked at once), move them to the right, and click "OK" to complete the list library synchronization.

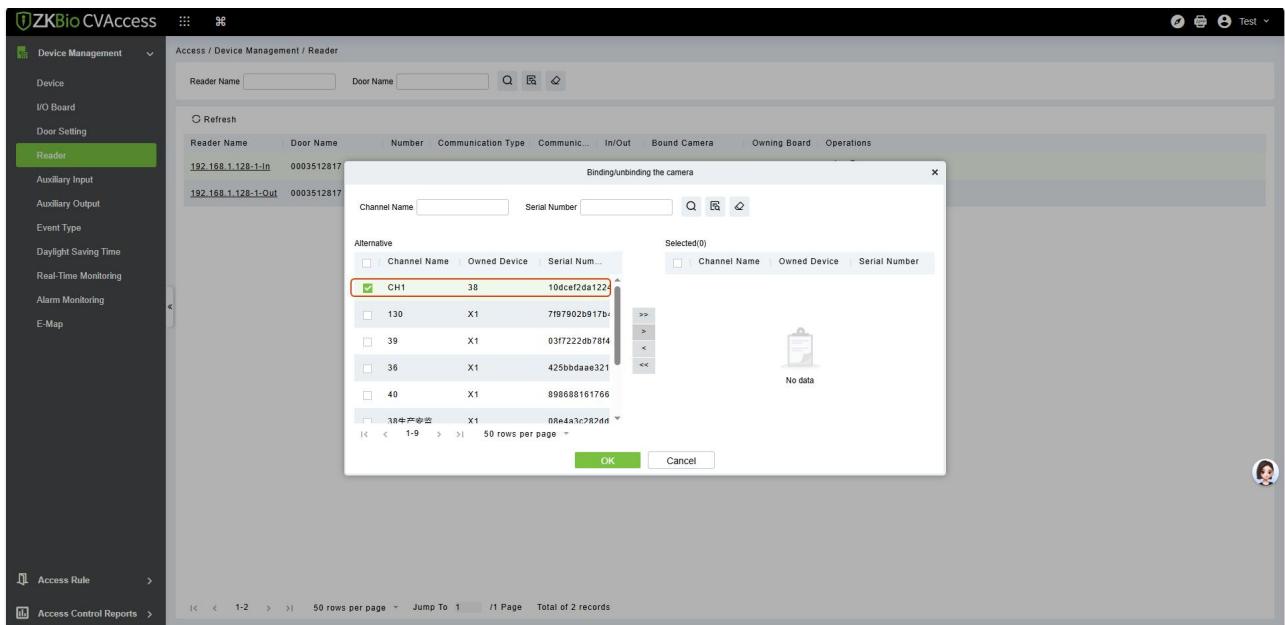


Data will start to be imported automatically until the operation completion prompt is given.

## ● Support linkage with IPC (access control or video linkage with IPC).

Can directly bind IPC devices (not limited to IPC devices in NVR devices)



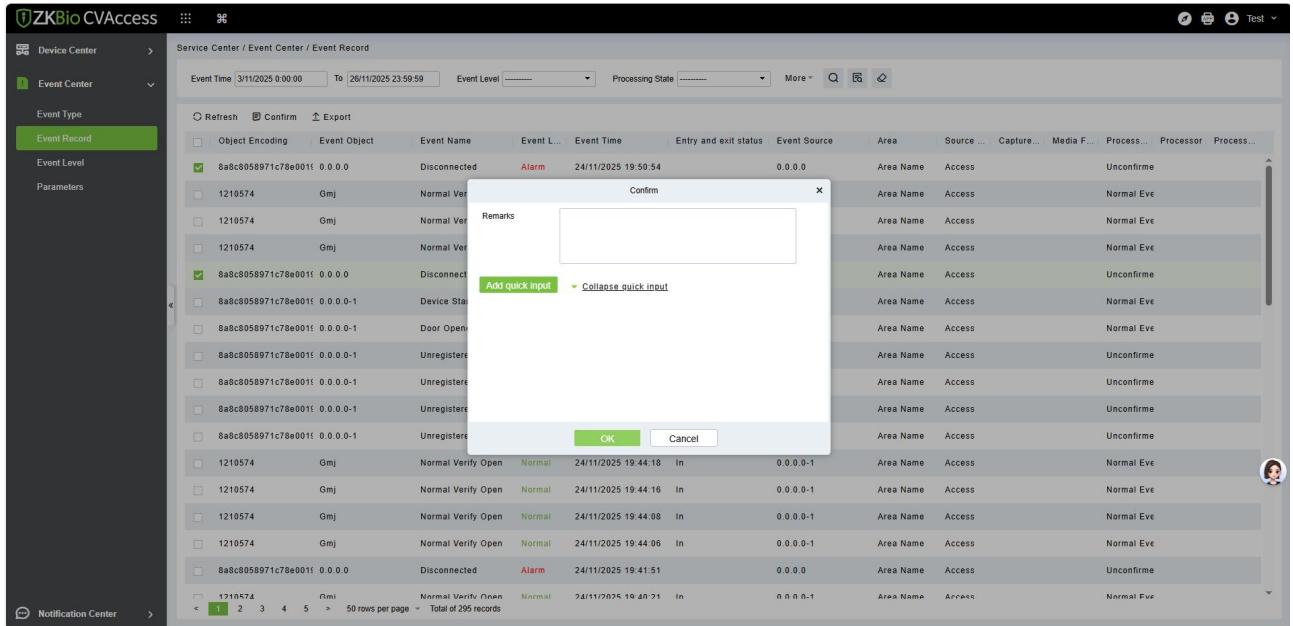


**Note:** Due to the inconsistent SDK interface standards among different brands of cameras, some devices do not support snapshot interfaces, making it impossible to implement linked snapshot functionality. For the specific models of devices that are supported, you may contact the technical support team to obtain the device compatibility list for verification.

## Service Center

### ● Event Center-Supports batch selection and processing of events.

In the event record list, after selecting multiple events and clicking Confirm, enter the confirmation details and save. The processing status of the selected events will then change to "Confirmed".



The screenshot shows the ZKBio CVAccess software interface. The left sidebar has 'Event Center' selected. The main area is titled 'Service Center / Event Center / Event Record'. A table lists event records with columns: Object Encoding, Event Object, Event Name, Event L..., Event Time, Entry and exit status, Event Source, Area, Source ..., Capture..., Media F..., Process..., Processor, Process... . Several rows are selected, indicated by a green checkmark in the first column. A modal dialog box titled 'Confirm' is open, containing a 'Remarks' text area and 'OK' and 'Cancel' buttons. The status bar at the bottom shows 'Normal Event'.

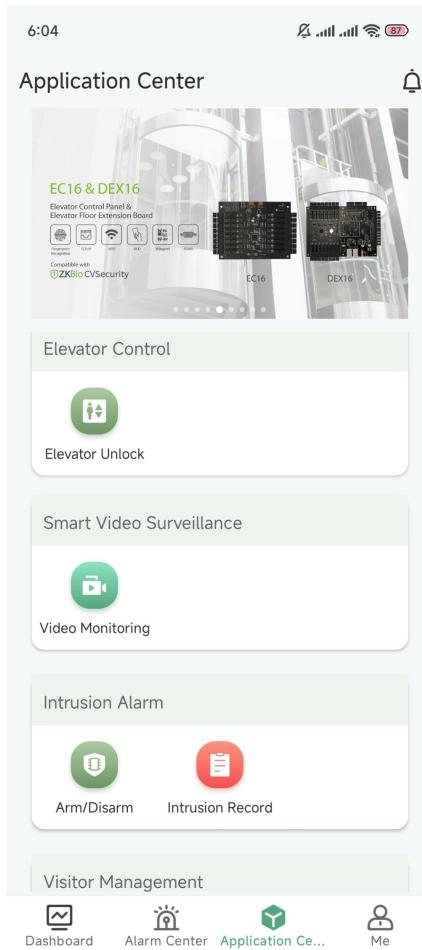
## APP

### ● **Video preview, playback, and PTZ control.**

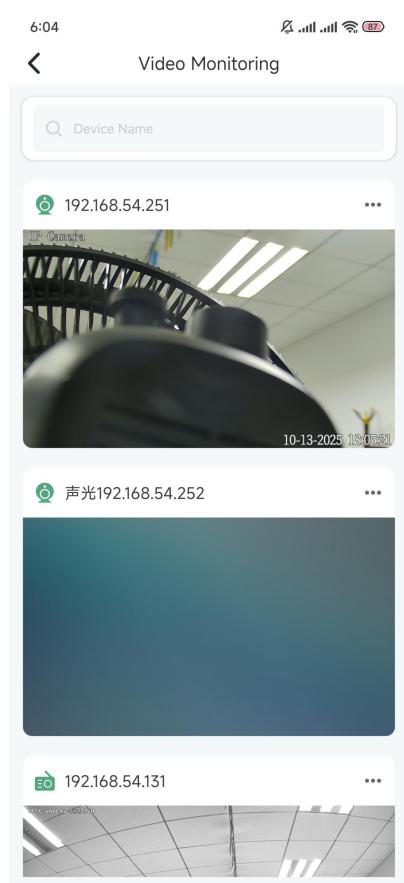
The APP has added a Smart Video Surveillance module. The main updates include support for video preview, video playback, PTZ control, video snapshot, manual recording, and intercom functions.

**Note:** The video stream of the ZKBio Zexus APP uses the T-cloud protocol. Only devices that support this protocol can view it in the APP. Currently, only devices with the latest ZKTECO firmware are supported. Third-party devices are not supported for management in the APP.

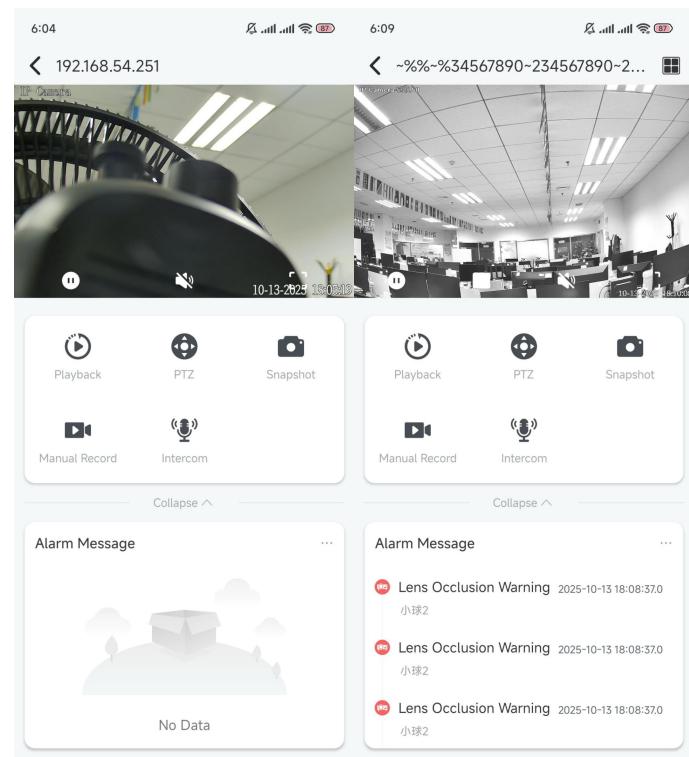
**Operation (Administrator):** Click on the Application Center -> Video Monitoring to enter the video view function. On the home page of this function.



You can view the device list and the current screen.

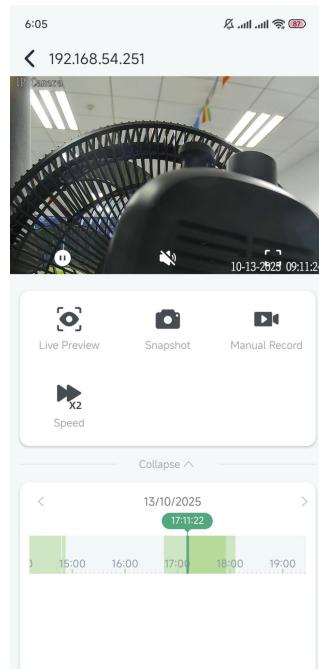


By clicking on the device, you can perform playback, PTZ control, snapshot, manual recording, and intercom operations.



## ■ **Playback:**

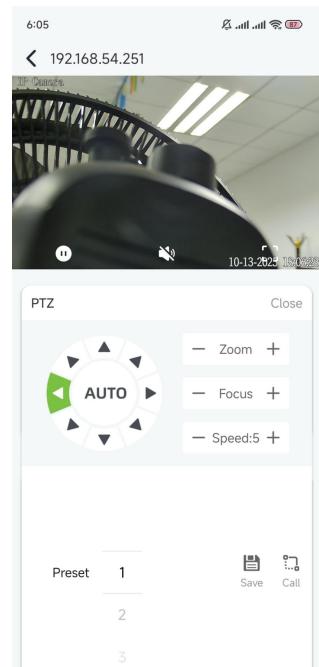
The playback of the picture can be achieved by dragging the timeline below. The playback page allows you to continue taking snapshots, manually record videos, or adjust the speed through "Speed". There are three speed Settings available: x 0.5, x1, and x2.



## ■ **PTZ:**

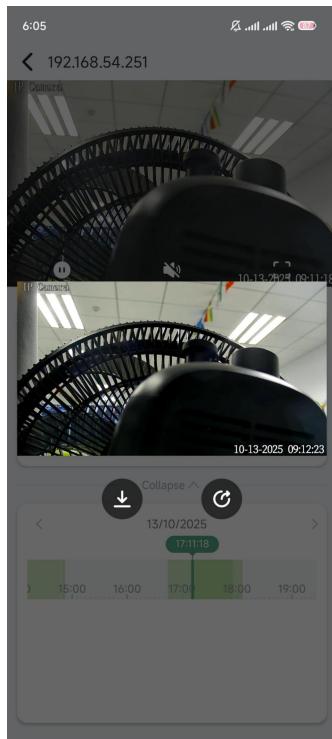
The camera can be remotely controlled in terms of direction, with a minimum adjustment angle of 45 degrees. It also allows for zooming in and out of the picture, focus control, and adjustment of the camera's movement speed, ranging from 1 to 10.

You can save the preset position. Click "Save" at the current position to save the current position, and click "Call" to quickly restore to the saved position. It supports saving up to 255 preset positions at most.



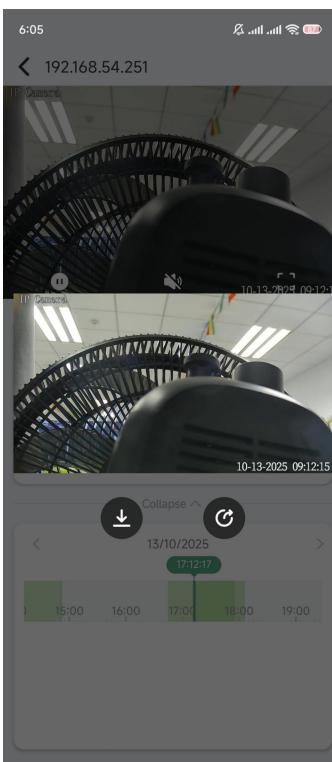
## ■ Snapshot:

Click "Snapshot" to capture the scene. You can save and forward the captured pictures. After clicking the download button, the captured image will be saved to the phone's album.



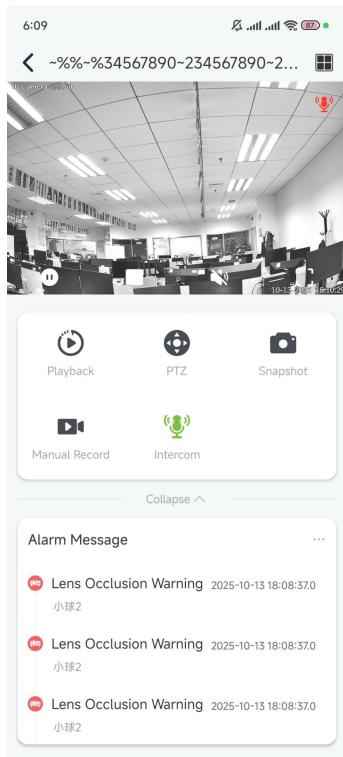
## ■ Manual Record:

Click "Manual Record" to achieve the video recording from the moment of clicking to the moment of clicking again. The video can be downloaded and forwarded. Click the download button and the video can be downloaded to your phone's album.



## ■ **Intercom:**

Click "Intercom" to activate real-time communication with the video scene through video intercom.



## ● **Background message notifications can redirect to the details page.**

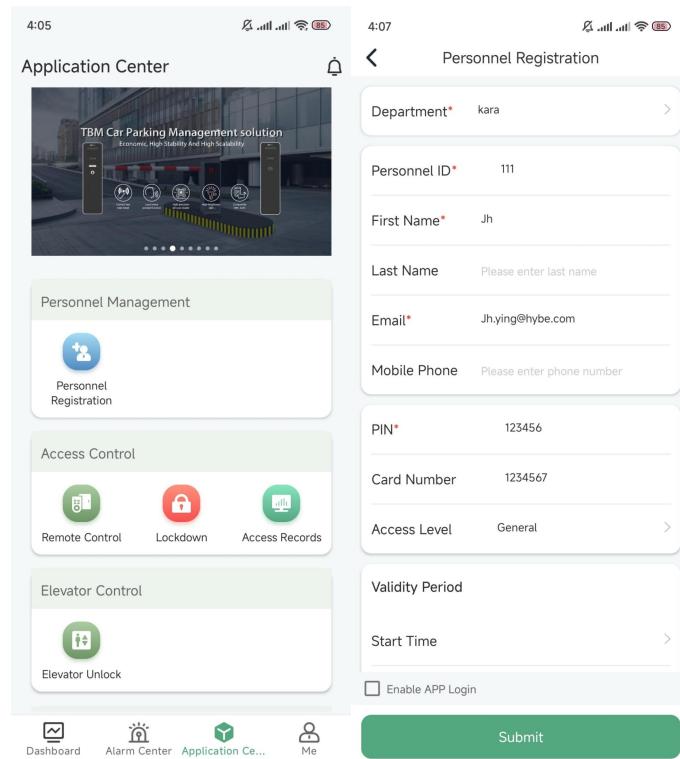
A new function for viewing message details has been added. When there are message push notifications in the background, clicking on the message will redirect you to the message details page.



- **Added a "Card Number" field to the personnel registration interface.**

#### **Operation (Administrator End) :**

Enter the Application Center -> Personnel Management -> Personnel Registration to register personnel information.



**Note:** Only one card number can be registered. Multiple card registrations are not supported.