Network RFID Encoder Installation and Operation Instructions

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Setting Up the Encoder

1. Connect the power cable to the encoder (located on the back of the unit, as shown in Fig. 1). Use a SAFLOK 12V DC power supply, part number 73763.

2. Connect the communication cable to the appropriate communication port on the back of the encoder Ethernet network (TCP/IP), DeskLinc serial port (RS232), or PC (USB).

3. Plug in SAFLOK power supply to an electrical outlet.

4. Refer to the appropriate section to complete the setup:

   • TCP/IP instructions (System 6000) – page 4
   • Serial instructions (DeskLinc) – page 7
   • USB instructions (System 6000) – page 8

Fig. 1
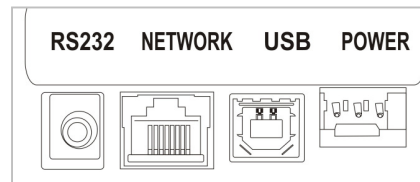
Network RFID Encoder Connections
(back of the unit)
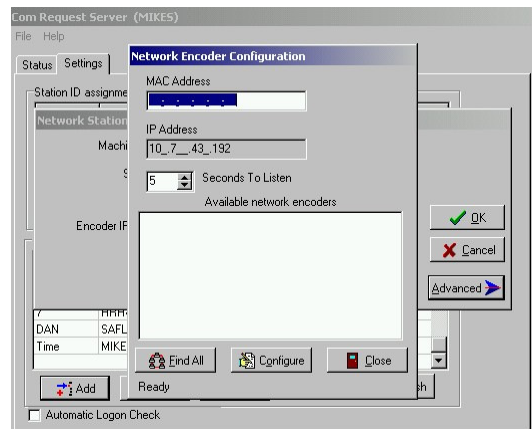
Setup for TCP/IP Connection with System 6000

1. Logon to the CRS at any computer on the network, a TCP/IP encoder can be added from any CRS because it is not directly connected to the computer.

2. Click the **Settings** tab then click the **Add** button under station ID assignments for entire SAFLOK system. Type in the **Station ID#,** the **Port** will default to 5264 and should not be changed. The encoder IP address will appear minus the last three digits. Type in the **last three digits** to assign the IP address to the encoder. Next, click the **Advanced** button.
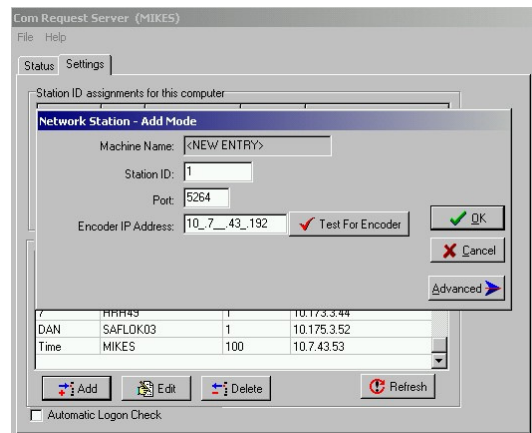
3. Type in the **MAC Address**. The MAC address is found on the bottom of the encoder. If the MAC address is not available, click **Find All** and the screen will display all the TCP/IP encoders connected to the network.

Setup for TCP/IP Connection with System 6000 (continued)

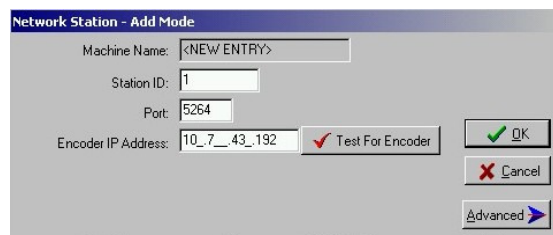4. When the MAC address appears on the screen **double click** on it and it will move it up to the MAC Address input line. Click **Configure** to send the information to the encoder.

5. When encoder receives the information the message above will appear. Click **OK**. Reset the power to the encoder for changes to take effect. Then click **Close**.
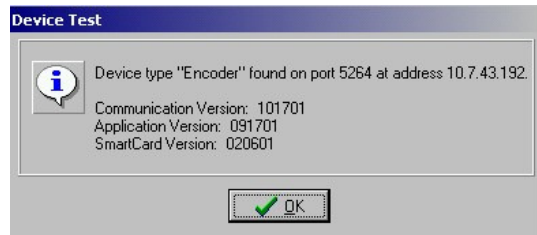
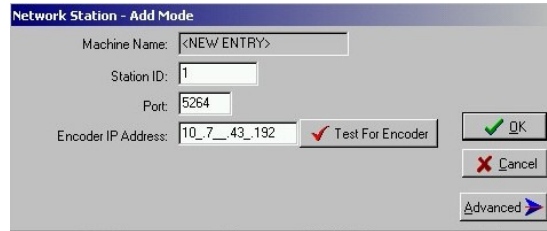6. Click on **Test For Encoder** and the screen below will appear.

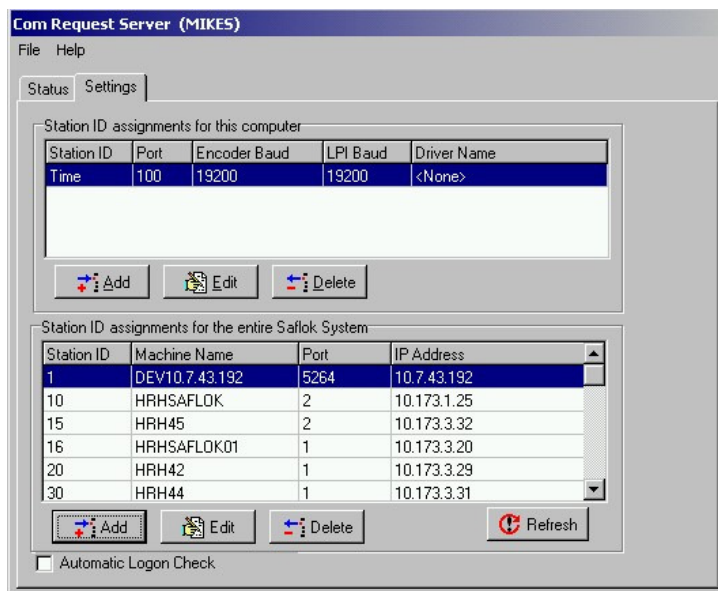## Setup for TCP/IP Connection with System 6000 (continued)

7. Click **OK**.

Device Test

Device type "Encoder" found on port 5264 at address 10.7.43.192.

Communication Version: 101701
Application Version: 091701
SmartCard Version: 020601

✓ OK

8. Click **OK** to add the Station ID to system.

Network Station - Add Mode

Machine Name: <NEW ENTRY>
Station ID: 1
Port: 5264
Encoder IP Address: 10_.7__.43_.192   ✓ Test For Encoder

✓ OK
✗ Cancel
Advanced ▶

9. Now the **Station ID** will appear in the assignments for the entire SAFLOK System and can be added or changed in the CRS at any computer on the network.

Com Request Server (MIKES)

File   Help

Status   Settings

Station ID assignments for this computer

Station ID	Port	Encoder Baud	LPI Baud	Driver Name
Time	100	19200	19200	<None>

➕ Add   📝 Edit   ➖ Delete

Station ID assignments for the entire Saflok System

Station ID	Machine Name	Port	IP Address
1	DEV10.7.43.192	5264	10.7.43.192
10	HRHSAFLOK	2	10.173.1.25
15	HRH45	2	10.173.3.32
16	HRHSAFLOK01	1	10.173.3.20
20	HRH42	1	10.173.3.29
30	HRH44	1	10.173.3.31

➕ Add   📝 Edit   ➖ Delete   ⟳ Refresh

☐ Automatic Logon Check

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Setup for RS232 (serial) Connection with DeskLinc™

1. Connect the RS232 cable to the encoder (see Fig. 2) and the hand-held terminal. The thin 90-degree plug inserts into the top side of the hand-held terminal the other end plugs into the back of the encoder unit.
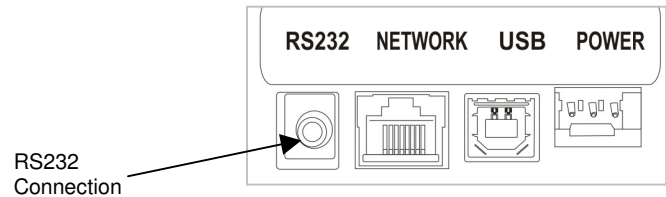
RS232 Connection

RS232   NETWORK   USB   POWER

Fig. 2

2. Plug the power supplies for the hand-held terminal and encoder into a wall socket.

3. Once the terminal's batteries tab have been removed and the power supplies for the hand-held terminal and encoder are connect to a wall socket, it will display the "Power Up" menu screen.

```
CA5 POWER UP MENU
1.Start Program
2.Terminal Settings
3.Display Version
4.Load/UnLoad Files
```

4. To start the program, simply press **ENTER**. The terminal should begin communicating with the encoder right away. If the terminal is communicating, the encoder's blue RS232 Link (LNK) light will be on solid. If this does not occur, reference your DeskLinc manual for troubleshooting. The terminal will display the Password or Sign On screen.

Setup for USB Connection with System 6000

1. Log on to the Com Request Server (CRS) at the computer the encoder will be attached to.

   Note: The encoder can be added from only the CRS on the computer that the encoder is attached to because the encoder is directly connected to that computer.

2. Click the **Settings** tab, then click the **Add** button under "Station ID assignments for this computer".
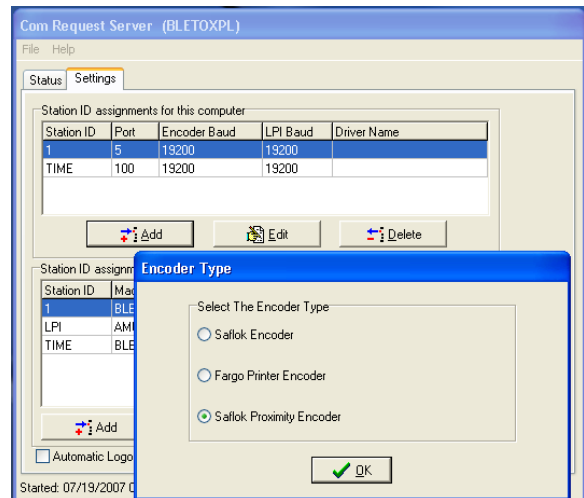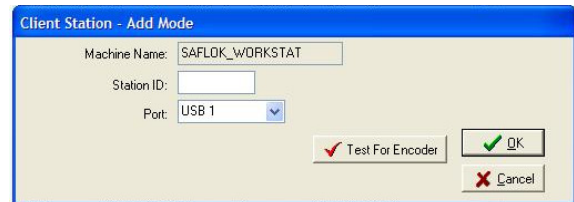
3. At the Encoder Type PC dialog box, select **SAFLOK Proximity Encoder** and click on **OK**.
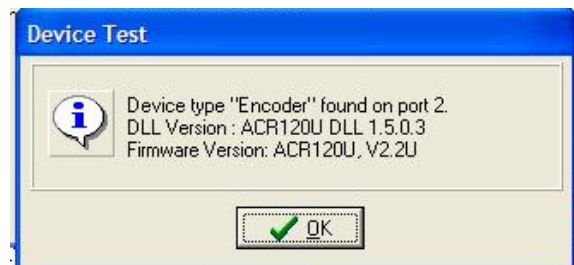
4. Enter the desired **Station ID** name or number.

5. Select the USB **Port** that the encoder is attached to.

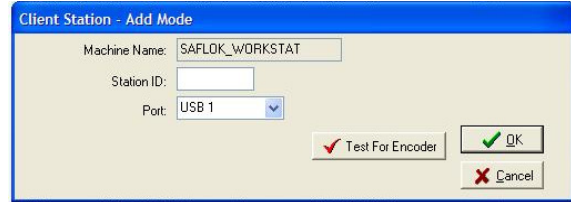6. At the Client Station Add-Mode PC dialog box, click **Test For Encoder**.

7. At the Device Test PC dialog box, click **OK** to continue.

Setup for USB Connection with System 6000 (continued)

8. Click **OK** to add the Station ID to system.

9. At this point, the contactless smart card encoder is installed. You may now set it to be the default encoder in the SAFLOK Client program (System tab, then terminal settings). The Station ID will appear in both "Station Assignments for this computer" and the "Station ID Assignments for the Entire System" sections in the CRS.
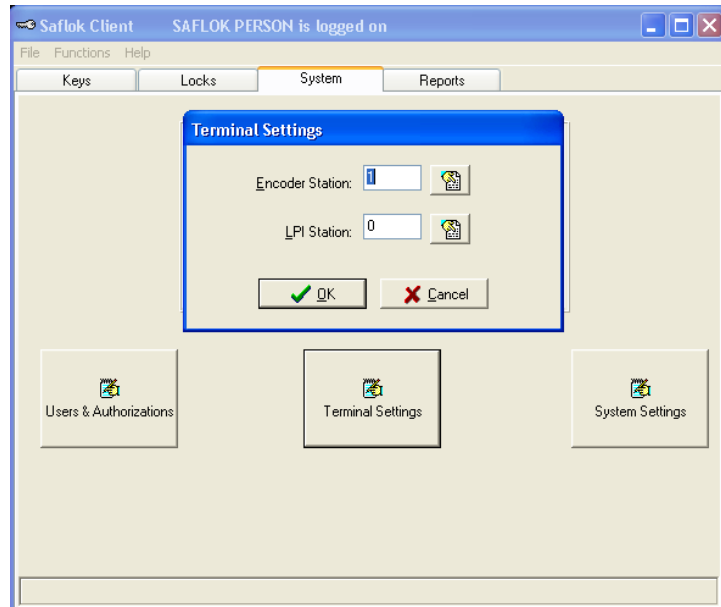
The encoder can now be accessed by any computer with the SAFLOK software installed if the PC is on, the user is logged in, and the CRS program is running.

Encoding a Keycard or RFID Credential

1. To encode a keycard, open the SAFLOK Client program. Enter your **User ID** and **Password** to log on, then click **OK**.
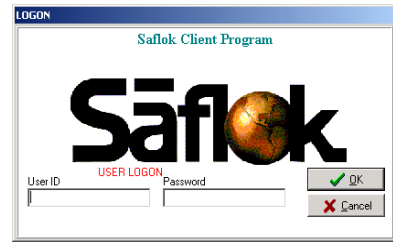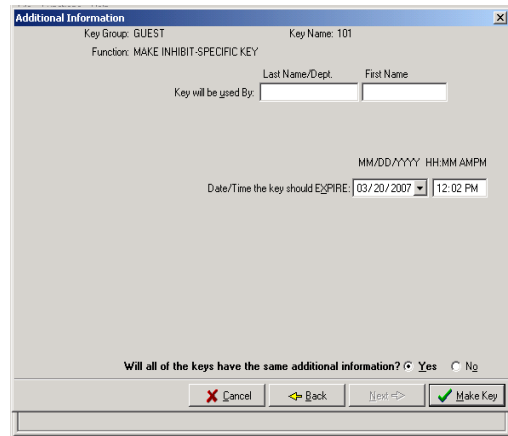
2. At the main screen, click on the **Keys** tab.

3. Click the appropriate **Make Keys** button (e.g., Make User Keys, Make Display Keys, etc.) for the keycard you are making.

4. Following the procedure to make a key, enter the appropriate information and make the appropriate selections.

5. At the Additional Information PC dialog box, click **Make Key**.

6. Place the RFID credential on the RFID encoder.

    • If properly encoded, the green OK light will flash, indicating readiness to encode another credential.

       If not properly encoded, the red ERROR light will illuminate and the computer screen will display an error message. Follow the screen prompts and attempt to encode the credential again.
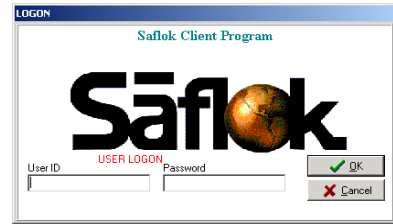
RFID Encoder

Interrogating a Keycard or Credential

1. To interrogate a keycard, open the SAFLOK Client program. Enter your **User ID** and **Password** to log on, then click **OK**.
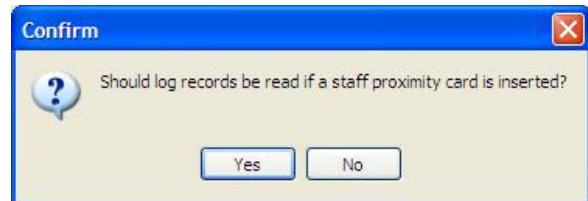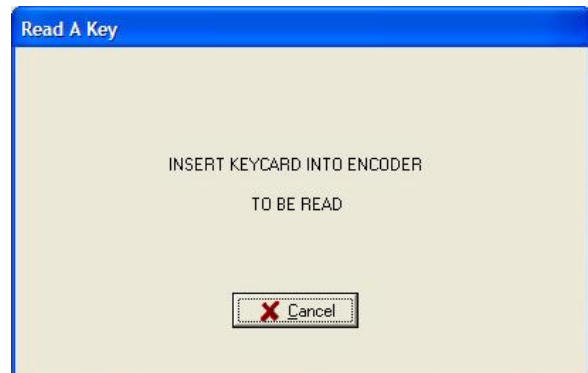
2. At the main screen, click the **Keys** tab.

3. Click the **Interrogate User Key** button.

4. Click **Yes** if you would like to read log records off a Staff keycard.

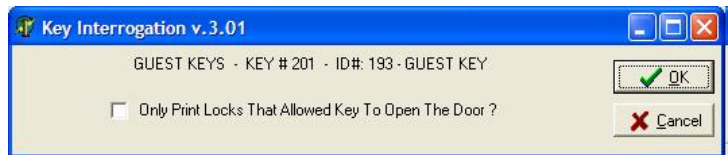5. Place the RFID credential on the RFID encoder when prompted by the system.
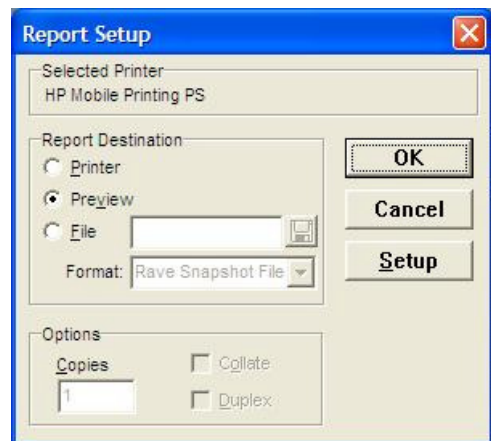
Interrogating a RFID Keycard (continued)

6. The Information About the Key Read PC dialog box will appear. To view or print the report, click **Report**.

    Information About The Key Read

GUEST KEYS	# 201,	ID # 193

    Key Type: GUEST KEY
    Sequence Status: OLD KEY
    Key ID Assigned To: (UNKNOWN)

    Key ID# 193 Has the following capabilities and restrictions:

    - Can Key Open The Door?   Yes
    - New Key Sequence/Check In: 06/25/2007 11:55 AM
    - Checkout Date And Time: 06/26/2008 02:00 PM
    - Key Expires In Locks: 06/26/2008 04:00 PM
    - Shift Hours: All Day
    - Invalid Days Of The Week: None
    - Pass Areas:
        BELL CLOSET - LVL1
        JJ BUSINESS CENTER - LVL 1

    [Report]   [Close]

7. Check the box if you would like to see only locks that allowed the key to open the door. Click **OK** to proceed.

    Key Interrogation v.3.01

    GUEST KEYS - KEY # 201 - ID#: 193 - GUEST KEY   [✓ OK]

    ☐ Only Print Locks That Allowed Key To Open The Door ?   [✗ Cancel]

8. Select the **Report Destination** and **Options**. Click **OK** to continue.

    Report Setup

    Selected Printer
    HP Mobile Printing PS

    Report Destination
    ○ Printer
    ● Preview
    ○ File [_____] [💾]
        Format: Rave Snapshot File ▼

    [OK]
    [Cancel]
    [Setup]

    Options
    Copies   ☐ Collate
    [1]   ☐ Duplex

Interrogating a RFID Keycard (continued)

Key Interrogation Report Example

Class A Digital Device
NOTE: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequently energy, and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.