Operating instructions administration software TSE 3004 Home

Table of contents

1. General

With the administration software TSE 3004 Business you have the possibility to administrate up to 15 users and up to 8 doors through the PC software. Also you have additional possibilities of administration:

- Access rights
- Control of access times via timers and calendars

For transmission it is necessary to have a connection between the Wireless USB stick and the computer via USB interface. The distance between PC and TSE can be up to 20m, depending on environment. All transmission of data is bidirectional say from E-Key to lock unit or input unit, from input unit to the lock unit and from computer to the lock unit and the other way round. All communication of security relevant data is AES encrypted.

2. Install software

2.1. Installation in Windows XP

System basics: Windows XP in standard configuration, USB-port.
Installation of the driver and software:
Put in the CD, the drivers and the software install automatically. If not do the following:
Open the explorer and double-click on
TSE-3004-Home.exe
in the folder of the CD. The installation routine of Windows starts. If the drivers are already at the computer the following window appears:
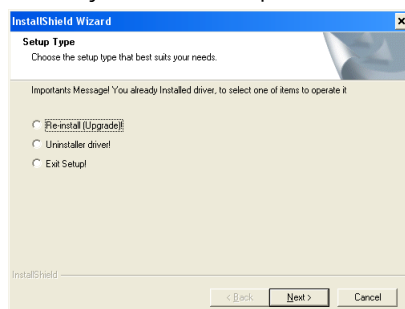

Fig.1: InstallShield Wizard

Here you can choose to Exit Setup and Re-install for finishing, so you can start the program, or to Uninstall drivers.
After rebooting you have to connect the USB stick to the USB-port of your computer to be recognized by the system.

2.2. Installation in Windows Vista

System basics: Windows Vista in standard configuration, USB-port.

Installation of the drivers and the software:
Attention: It is not allowed to have the USB adapter connected during the installation
Put in the CD; the software will be install automatically. If not do the following:
Open the explorer and double-click on
TSE-3004-Home.exe
in the folder of the CD. The installation routine of Windows starts.

Because the drivers are not installed automatically the installation has to be done by hand.

Please connect the USB adapter now. The following window appears: You have to click the marked positions in the numbered order
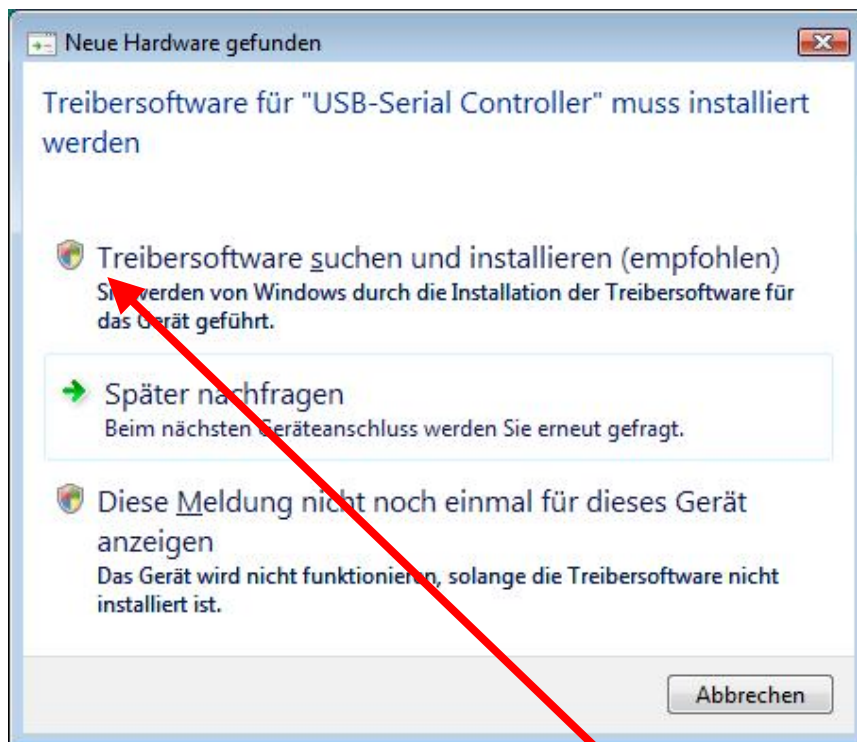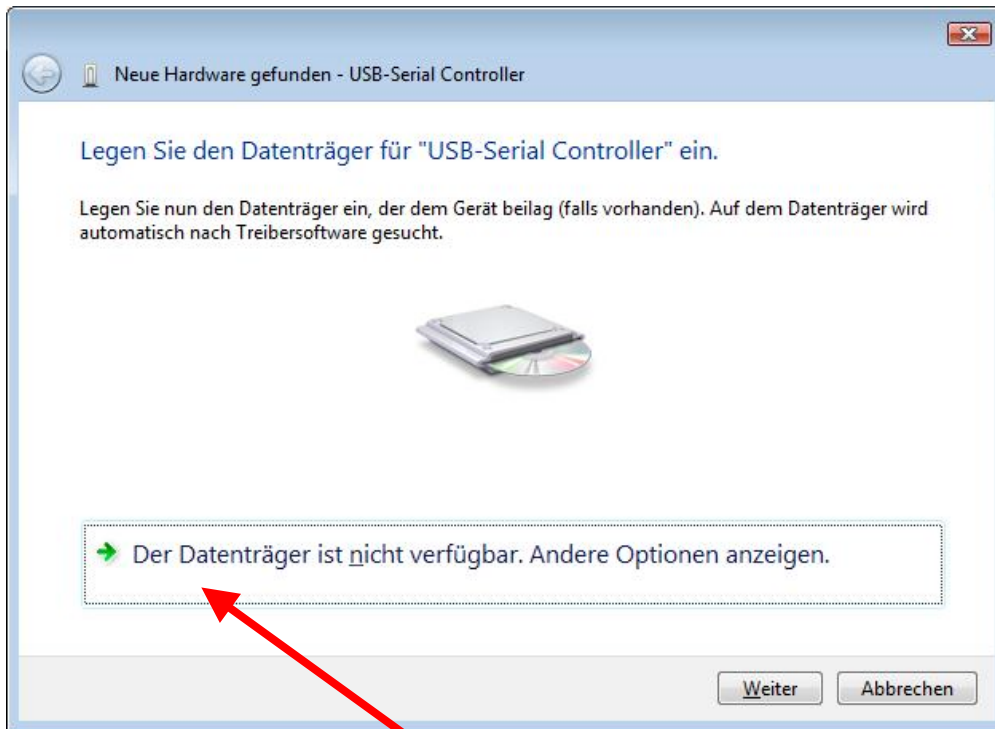

Fig. 2: Vista Installation 1
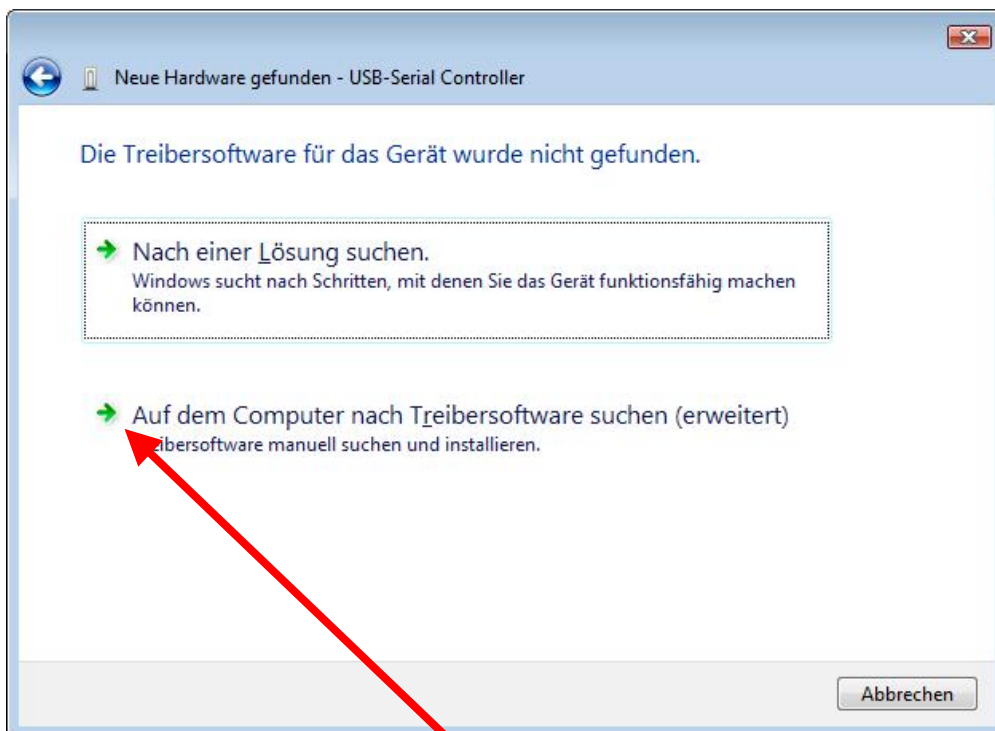
Fig. 3: Vista Installation 2

2

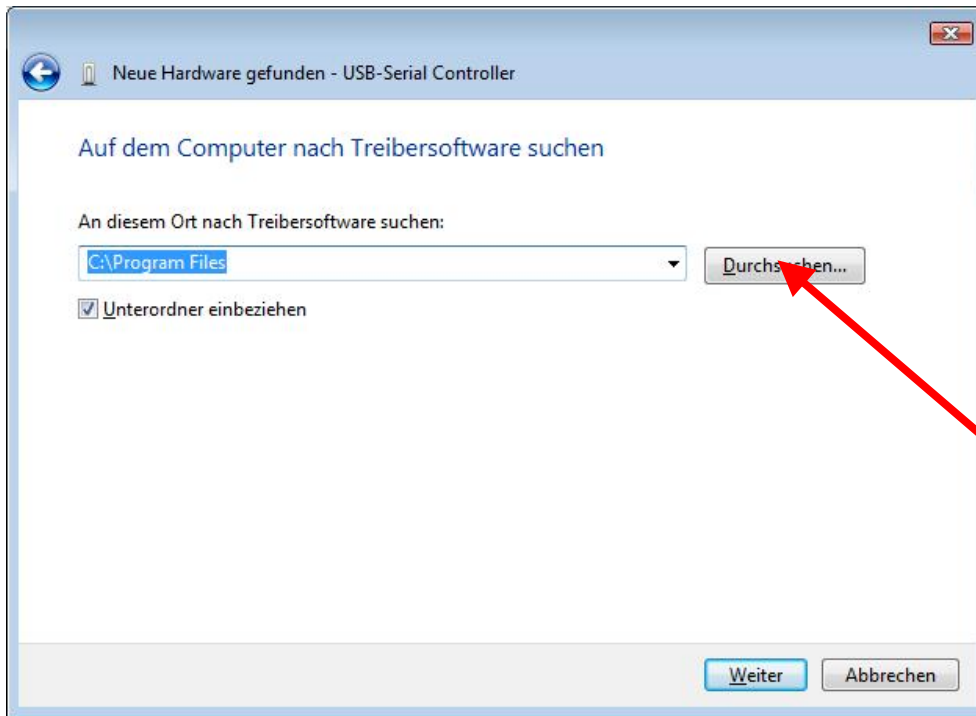
Fig. 4: Vista Installation 3

3

Fig. 5: Vista Installation 4

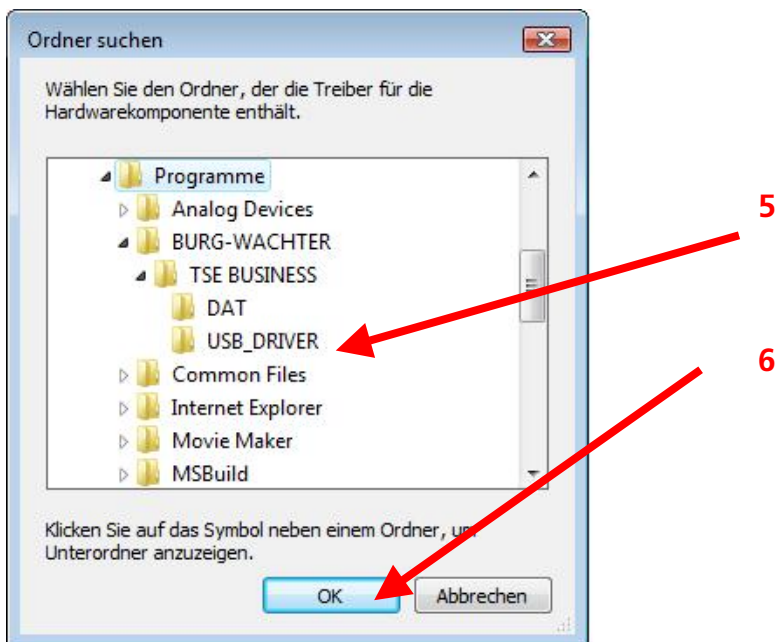Please choose the installation path and choose the folder „USB_Driver".

Fig. 6: Vista Installation 5
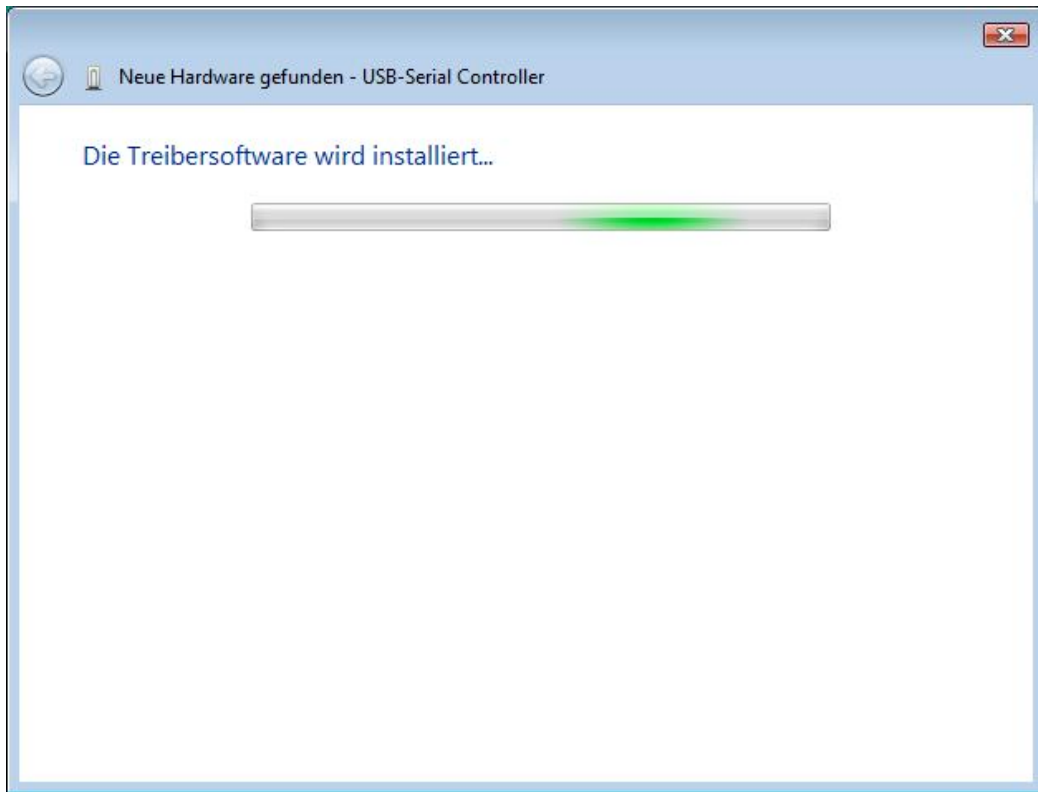
Fig. 7: Vista Installation 6
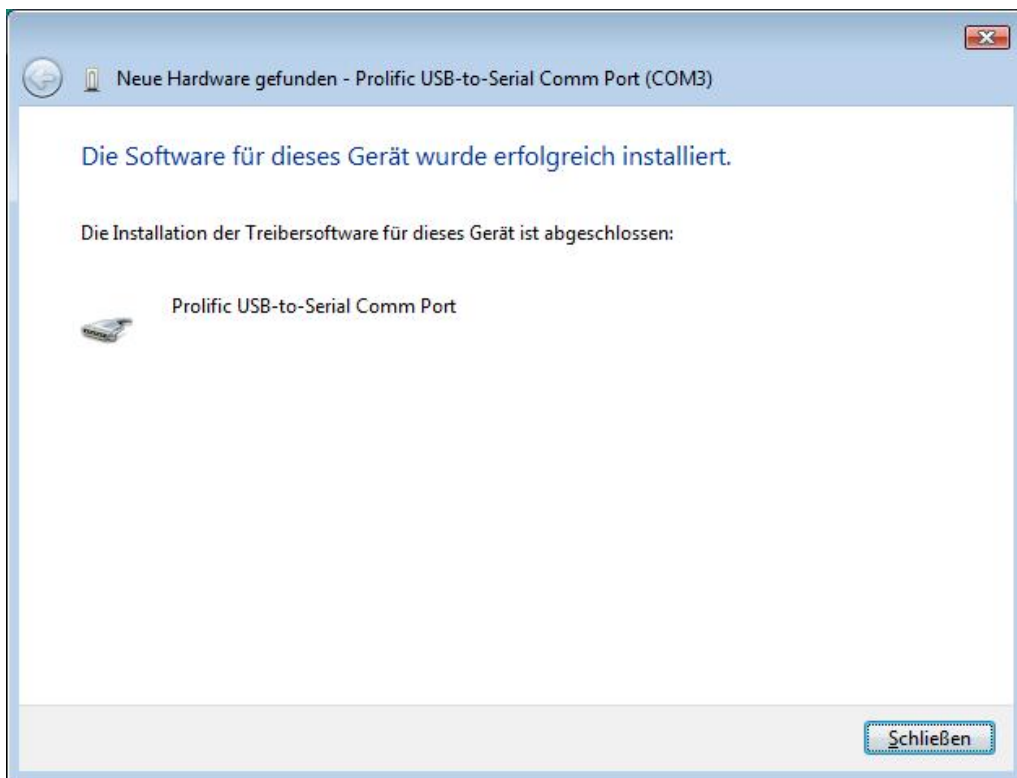
Fig. 8: Vista Installation 7

The installation is finished. You are now able to work with your program

3.   The program

After program start the following window appears:

Fig. 9: Start window

The green rectangular symbol at the left hand side of the window indicates that the USB stick is connected and valid. If the symbol is in red there is no connection and/or the stick is not valid.
Any adjustments can be made in the menu bar

Fig. 10: menu bar

3.1.   Setup RFID channel

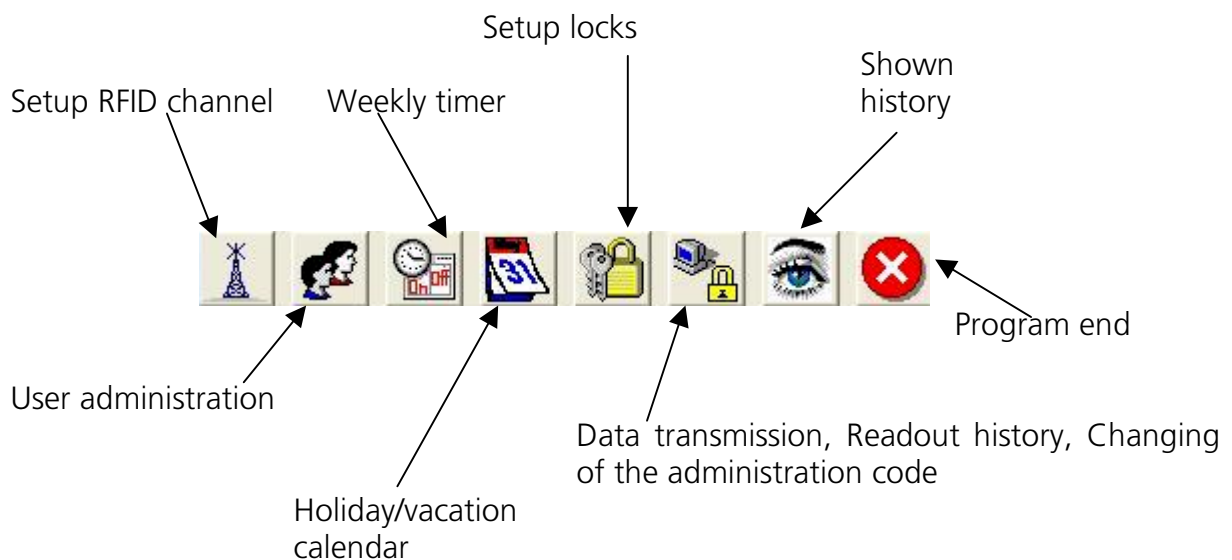In this menu the RFID channel for data transmission will be selected. **This is of elementary importance because the selected transmission channel forces the channel adjustment of the lock unit.** By pressing *Setup RFID channel* the following window appears.

Fig.11: Setup RFID channel

In this window you can select the RFID channel for transmission. The works settings are always on channel 1. If another channel is chosen for data transmission the channel changed automatically. The data transmission is done on the adjusted channel.

Notice: The adjusted channel has to be changed at the lock and the E-Key afterwards. The adjustment of the transmission channel has to be done on the keypad of the lock. Therefore you have to select in the menu *Administrator* the menu *Admin. Setup RFID channel.* After enter the administrator code the transmission channel could be changed.
A changing of the transmission channel of the E-Key has to be done at the software.
The channel shown in the display of the input unit has to be the same which is selected in the software. Otherwise there is no data transmission.
The data transmission channel chosen in this menu is valid for all locks.
The chosen RFID channel for data transmission has to be stored in every case with the icon [icon].
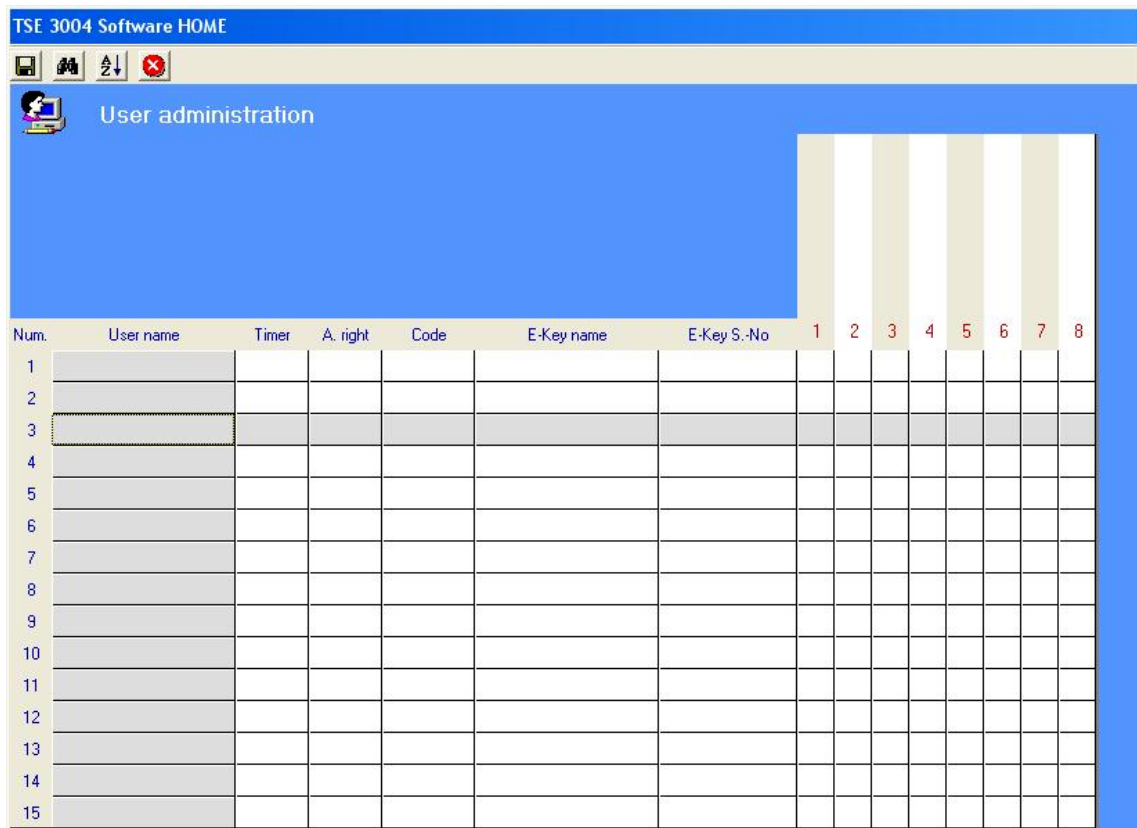**If there are other devices interfering with the RFID transmission (e.g. Wireless LAN, Bluetooth, Bluetooth Headset, etc.) another transmission channel with a distance of three channels has to be selected.**

3.2.　　User administration

In this menu user will be administrated and configured. All user rights, opening code/E-Keys, weekly timer and to which doors the user has access is determined here. In the horizontale bar with the numbers the name of the doors will be filled in. It will be determinated if the adjustments are done in the menu *Setup Locks*

Start *User Administration* with the icon ▭ . You can edit all users here.

Fig. 12: User setup

The following table shows all input possibilities, for more detailed information see the single chapters.

Choose field	Input/Choice
User name	Max. 16 digits. After writing the name, timer and user right will be initialized with initial values which may be changed. e.g.: Walter Schmidt
Timer	- (no Timer)
	A
	B
Access right	1　　access authorisation alone
	1/2　　access only allowed together with another person
	1/3　　access only allowed together with two other persons
	0　　access denied
	Admin.　access and programming authorisation
Opening code	6-digits number code　　　　　　e.g.: 547896 6-digits characters code　　e.g.: summer (number code 786637)
E-Key name	max. 16 digits
E-Key serial-No	E-Key in programming mode (Press the key for approx.15sec, green light flashes three times and press ENTER to start data connection) For more detailed informations please see chapter *E-Key access*
Choose door 1 to 8 for user access	

Fig. 13: Adjustments User setup

After settings are done store all data with .

For a better working we have some special functions:
With the help of the cursor buttons it is possible to mark several fields at the same time (perhaps for selecting doors). Therefore the pointer has to be placed on the start field (don´t click it). Then you have to use the shift and the cursor buttons. With pressing Enter the fields will be determinated. If fields are already determinated you can delete in the same way.
To cancel a line, column or a field the function will be found under the right mouse buttom.

3.3. Weekly timer

In this menu you have the possibility to configure two different timers which operate independently of each other and each administer a maximum of 8 time windows, which repeat weekly. Users can be allocated to timer A or to timer B or to neither of the timers. If a user has been allocated to one of the timers, the clock is closed for him outside the defined time window. This applies to all users, with the exception of the administrator, who has permanent access.

Attention: If a user is not allocated to any timer he has unlimited access. If for one particular time of day ON and OFF times are programmed, the OFF command has the higher priority and the lock will be closed.

Fig. 14: Timers

After settings are done store all data with .

3.4. Menu Holiday calendar

In this menu you have the possibility to program public holidays and vacation calendar. A public holiday can cover a single day or a period of several days. You can distinguish between permanent holidays which are fixed on a particular date and one time holidays which are deleted automatically after they have expired.

On programmed public holidays/vacations, the lock remains closed for users allocated to timer A or timer B. This does not apply to any user or to the administrator.

- Permanent holidays

Permanent holidays are fixed on a particular date, e.g. New Year or Christmas. They are copied to the subsequent years and do not need to be reprogrammed year after year.
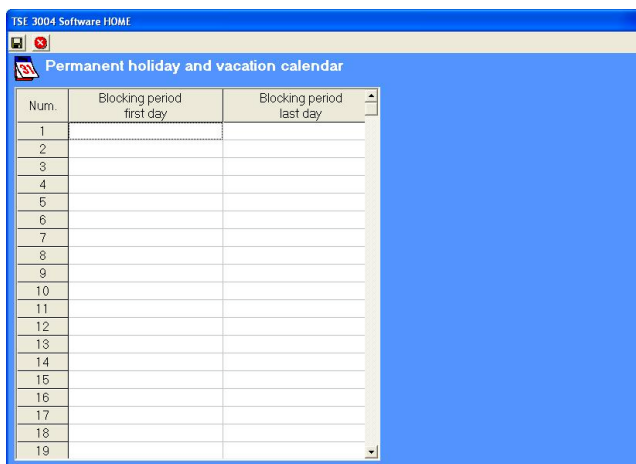

Fig. 15: Permanent holidays

- Public holiday and vacation calendar

One-time holidays are variable, e.g. Easter or a summer vacation. After they have expired they are deleted automatically.
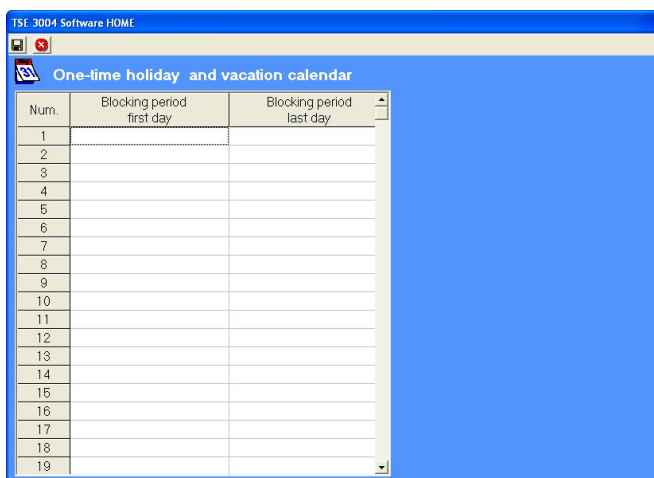

Fig. 16: One-time holidays

After settings are done store all data with ⊞ .

3.5.   Access rights

The access rights can be programmed in the menu User Administration. To get access to a door it is necessary to have the access right precise.

1	access authorisation alone
1/2	access only allowed together with a further person
1/3	access only allowed together with two further persons
0	access denied
Admin	access and programming authorisation

Fig. 17: Access rights

3.6.   E-Key access

In the menu *User administration* you have the possibility to accesss an E-Key to an user and name it. You can also access a no named E-Key to an unknown user and to synchronise it.
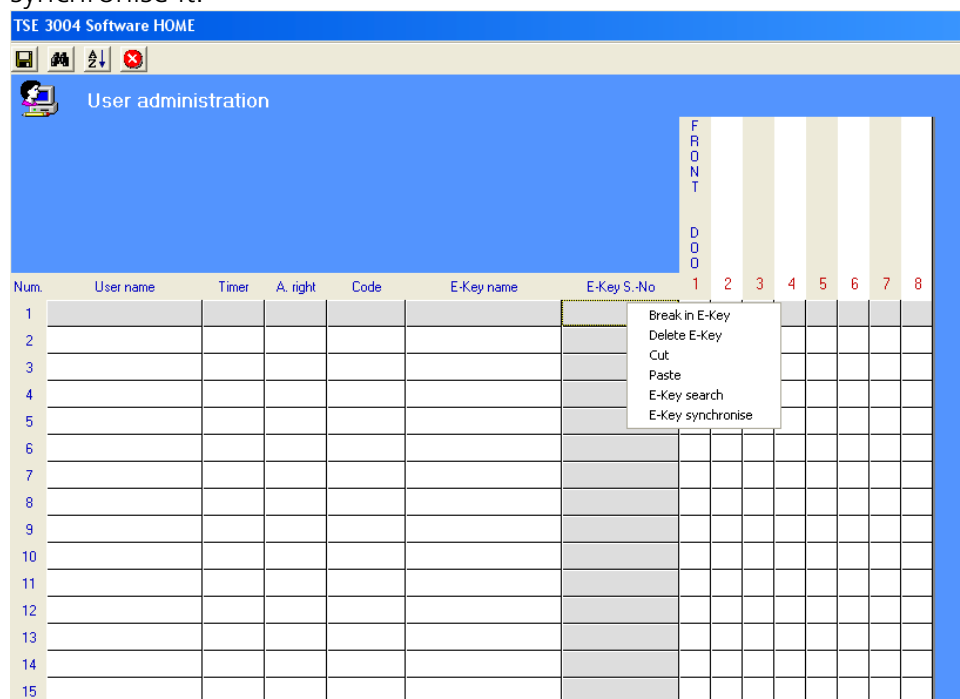

Fig. 18: E-Key access

Different options are available by using the left mouse button:
- Break in E-Key
- Delete E-Key
- Cut
- Paste
- Search E-Key
- Synchronise E-Key

In the following we take a closer look to some options.

3.6.1. Break in E-Key

To break in an E-Key you have to do the following:
- Press E-Key access field, a pop-up window opens
- Choose *break in E-Key*
- E-Key in programming mode (Press the key for approx.15sec, green light flashes three times and press *ENTER* to start data connection)
- Serial No. will be stored automatically.

3.6.2. Search E-Key

To access an unknown E-Key to an user you have to do the following:

- Press E-Key access field, a pop-up window opens
- Choose *E-Key search*
- E-Key in programming mode (Press the key for approx.15sec, green light flashes three times and press ENTER to start data connection)
- The defined user will be marked.

3.6.3. Synchronise E-Key

If the transmission channel is changed after programming, all concerned E-Keys have to to be readjust to the new transmission channel, the E-Keys have to be synchronised.
To call attention to this very important point all new adjustable E-Keys are marked in red.
You have to do the following:

- Press E-Key access field, a pop-up window opens
- Choose *E-Key search*
- E-Key in programming mode (Press the key for approx.15sec, green light flashes three times and press ENTER to start data connection)
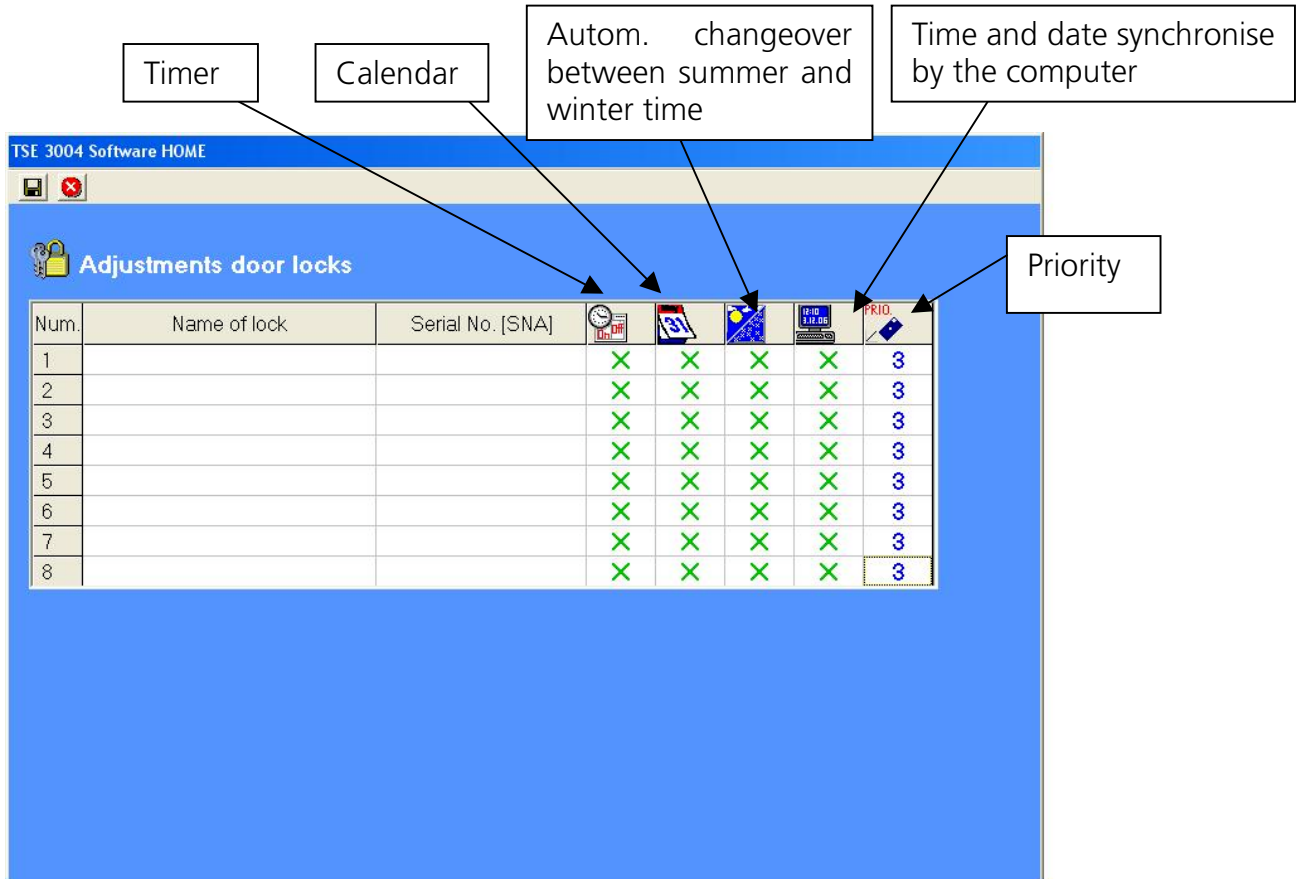- The colour of the serial number changed from red to black.

Before storing an E-Key the RFID channel of the locks has to be identical to the transmission channel chosen in the software.
It is only possible to store one E-Key for one user.
The access right of the E-Key is always 1 independently on adjustments done in the menu *User administration*.

3.7.   Setup locks

In this menu all doors in which the user sets will be stored will be configured. To press the icon ![icon] the window Setup locks will be opened.

Fig. 19: Setup locks

In the following the choice is mentioned:

Choose fields	Input/Choice
Name of lock	max. 16 digits
Serial No.	See lock display *menu => menu Info*
Setup timer, if deactivating the lock is not allocating to any stored data set in window Setup timer	Choice
Setup calendar, if deactivating the lock is not allocating to any stored data set in window setup calendar	Choice
Automatic changeover between summer and winter time	Choice
Time and date synchronise by the computer	Choice
Priority adjustments	Choice

Fig. 20: Adjustments Setup locks

In the field priority you have the possibility to control the response of the lock if you use the E-Key. If the right door doesn´t open by using the E-Key you can increase the priority of this lock or to decrease the wrong opening one. The factory settingis 3, the highest priority is 5, the lowest 1. In case of normal use adjustimgs are nor necessary.

If you use the options under the left mouse button in the field Serial No (SNA) you are able to choose an automatic (Auto save) or manual (Manual config.) input. By using the automatic input you are also asked for the Administrator code first. Then you have to press the button *Data transmission*, the field Serial No. will be filled out.
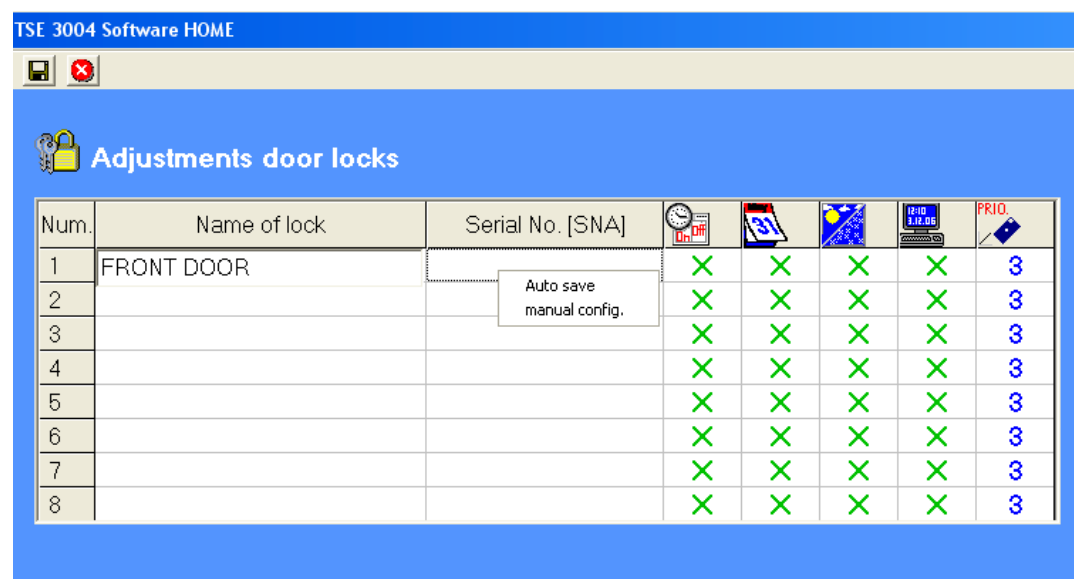

Fig. 21: Options Serial No.

Important: The analysing unit which has to be programmed has to be directly

beside the USB wireless adapter. All other already programmed and still to program units have to be in a wider distance to this unit. If you choose a manual input you will find the Serial No. in the display of the input unit in the menu *Info*.
If new door locks will be registered please see that both units are equipped with new batteries.

4.   Data transmission

In the menu Data transmission all communication between the computer and the lock and the other way round will be done:

For all data transmission it is necessary to put in the administrator code:
Works setting administrator code: 123456

- Data will be stored in the lock
- Readout history
- Changing of the administrator code

Please note: A data transmission over writes the existing data completely. All changes manually done in the lock get lost.
By transmitting data to a lock all history will be read out and stored in the computer.

In the following there is an overview of all configured locks.

Fig. 22: Data transmission

For data transmission you have to do the following:
- Press the *Prog-symbol*
- Confirm the window lock programming with OK
- Put in the administrator code
- Press Send data

The readout of the history will be shown in the next chapter.

For administrator code changing you have to do the following:
- Press the *Code Change-symbol*
- Awindow appears in which the old and two time the new code has to be put in.
- Press *Send data*

Both proramming the lock and readout history the present battery status will be shown in the pop-up window if it is registered in the history already.

5.   History

In the menu Send data it is possible to read out the history of a special lock.
All data will be stored in the folder of the installation mapping of the program (.DAT).
To read out the history do the following:
- Click Save in the menu Data transmission
- Add your Admin. Code
All data will be stored in the folder of installation

All histories could be seen if the button *Readout history* will be clicked.

6.   Adjustments

It is possible to adjust the COM-port manually under Data => Adjustment USB-port. This is only necessary if the recognition of the USB stick is not automatic.
Which COM-port of your computer the USB stick is switched to can be found under:

Start => Adjustments => System control => System => Hardware => Device Manager => Connections

The USB-port has to be between 1-15.