

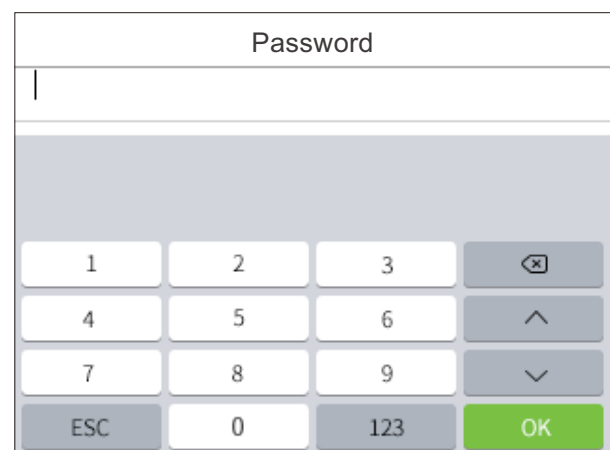
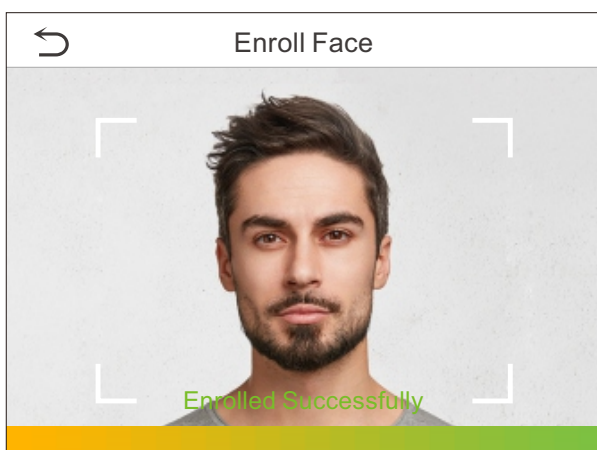
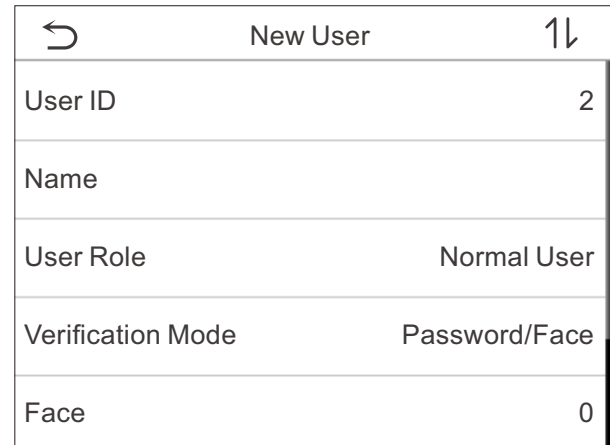
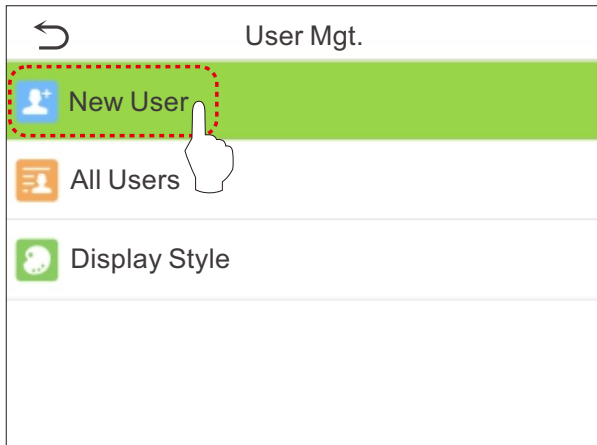
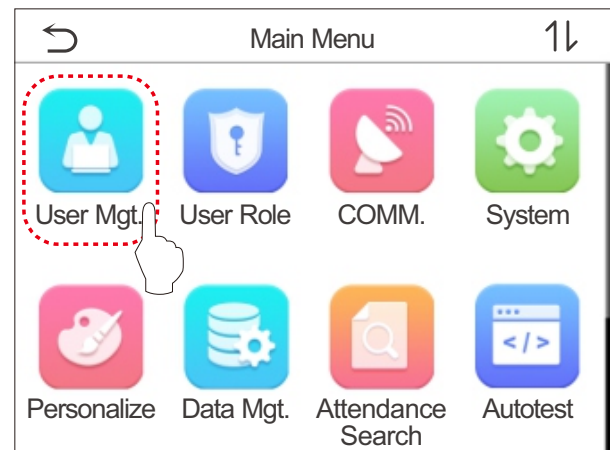
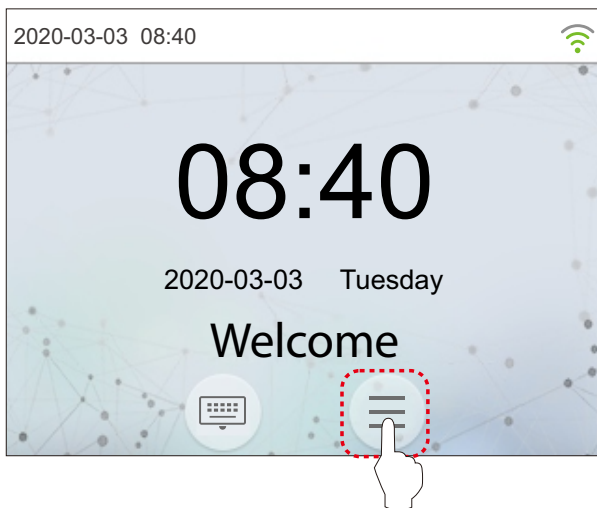


4. Add User

When there is no super administrator set in the device, press  to enter the main menu. After setting the super administrator, the system will request for the administrator's verification before entering the menu. For the security purpose, it is recommended to register a super administrator at the first time you use the device.

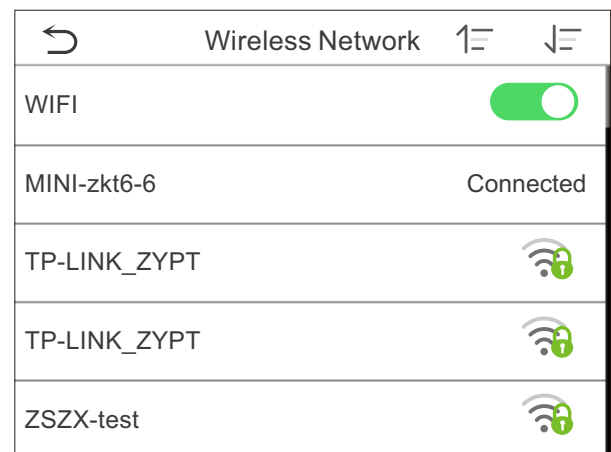
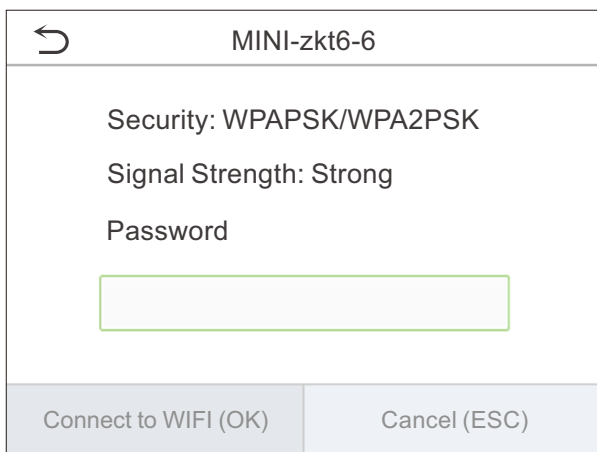
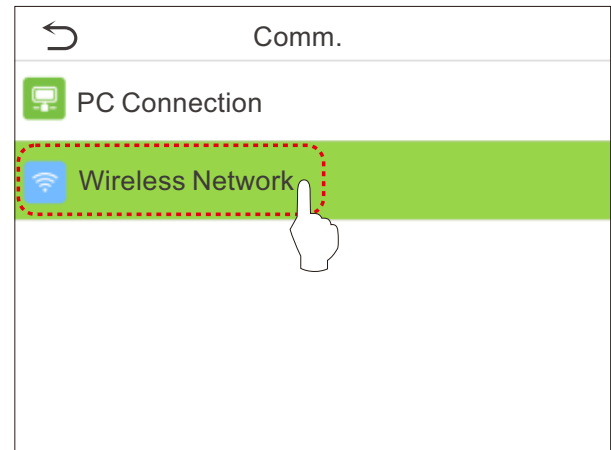
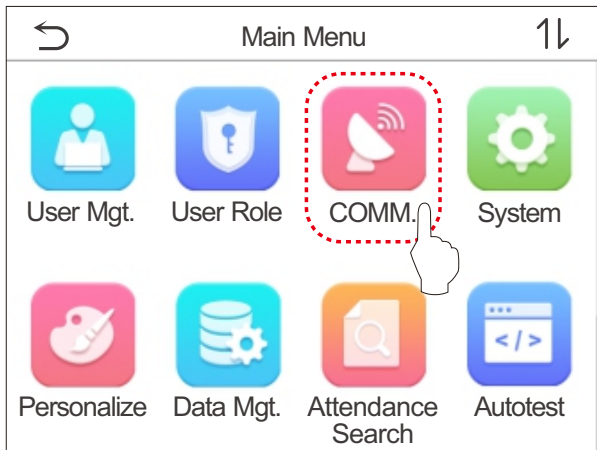
Click  to view the menu. Select [**User Mgt.**] and then add [**New User**]. Settings include user ID, name, user role, verification mode, face, password and user photo.



5. Configuring Wi-Fi


Click  > **[Comm.]** > **[Wireless Network]** to configuring Wi-Fi.

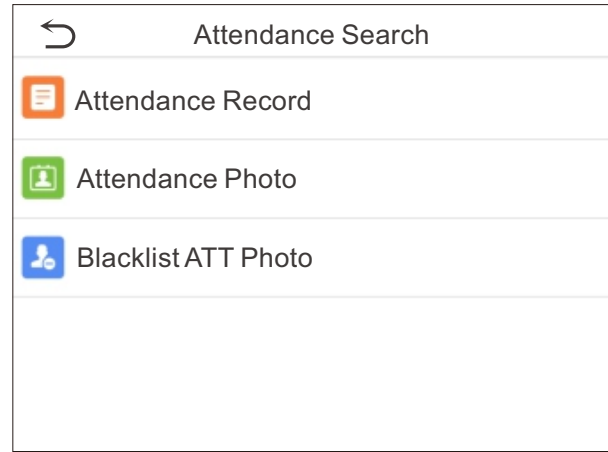
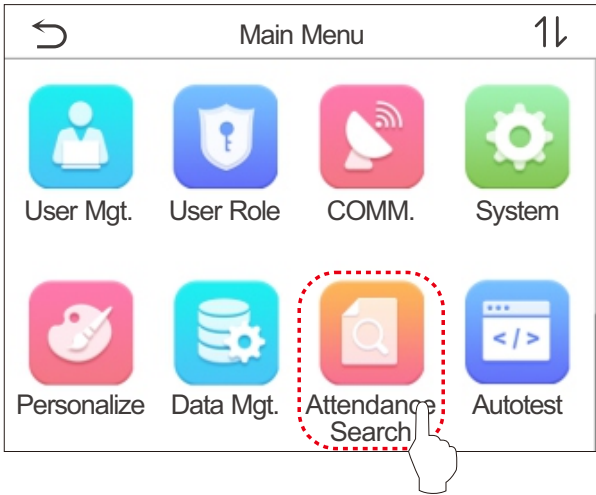
When **WIFI** is enabled, tap the searched network. Enter the password, and tap **Connect to WIFI (OK)**. The connection succeeds, with icon  displayed on the status bar.



6. Attendance Search

When users verify successfully, attendance records are saved in the device. This function enables users to check attendance logs.

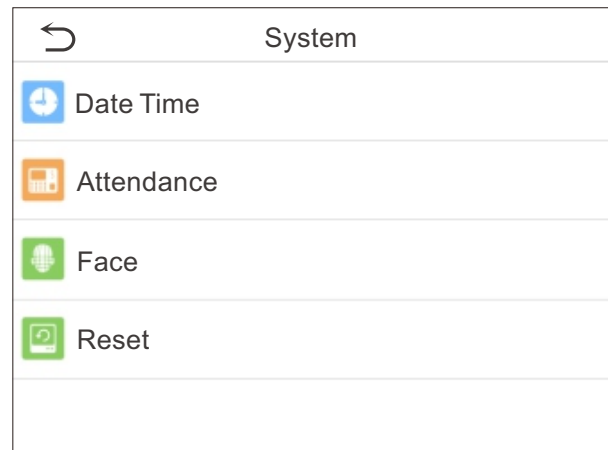
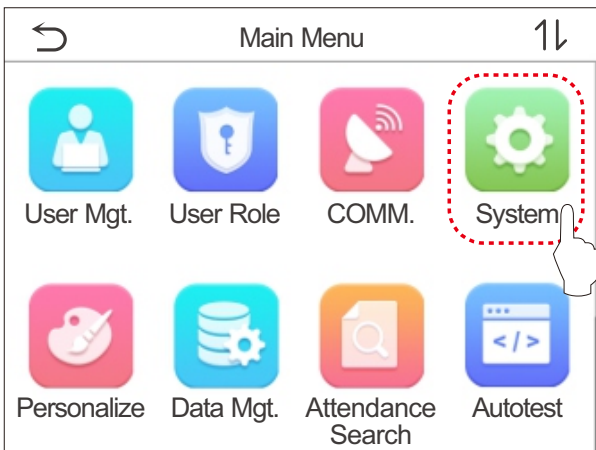
Click  > **[Attendance Search]** > **[Attendance Record]**, enter **User ID** (if user ID field is left blank, records of all users will be displayed) > select **Time Range**, the corresponding attendance logs will be displayed.



7. Device Reset

a. Device power off and restart

Method 1: Click  > [**System**] > enter **System** settings interface. Press [**Reset**] to power off the device and restart.



Method 2: Use tool to press the **Reset button** on the bottom (slight click sound will be heard) for 3 seconds, then the device will power off and restart.

b. Restore Factory Settings

Restore the device, such as communication settings and system settings, to factory settings (The registered user data won't be deleted).

Use tool to press the **Restore button** on the bottom (slight click sound will be heard) for 3 seconds, then the device will power off and restart.

