

# ESD access control management system User's manual

## 2021-6

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# Chapter 1 System Architecture

The whole system is based on the TCP/IP communication mode. One controller can be connected to two reading heads to control the entry and exit of one channel.

## 1. Hardware requirements

a. PC: dual-core CPU 2.0G or more, 4G memory, VGA high-resolution color display;

b. Hard disk capacity: above 500GB

## 2. Software operating environment

System support operating system: Windows xp, windows 7/10

Database: Mysql database mysql-winx32 (5.5.21)

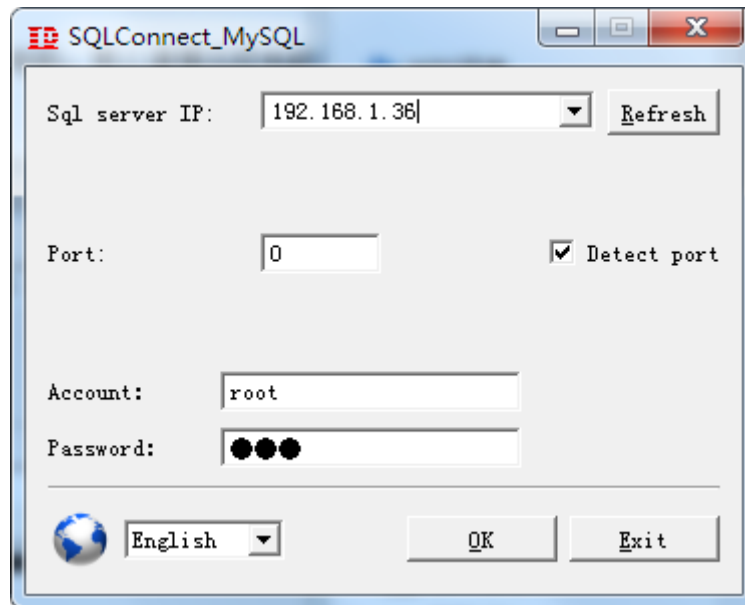
# Chapter 2 First-time Use Wizard

After installing the main program of the electrostatic tester management system, mysql database server, and creating the database ZCESD, you should operate in the following order when you use this system for the first time.

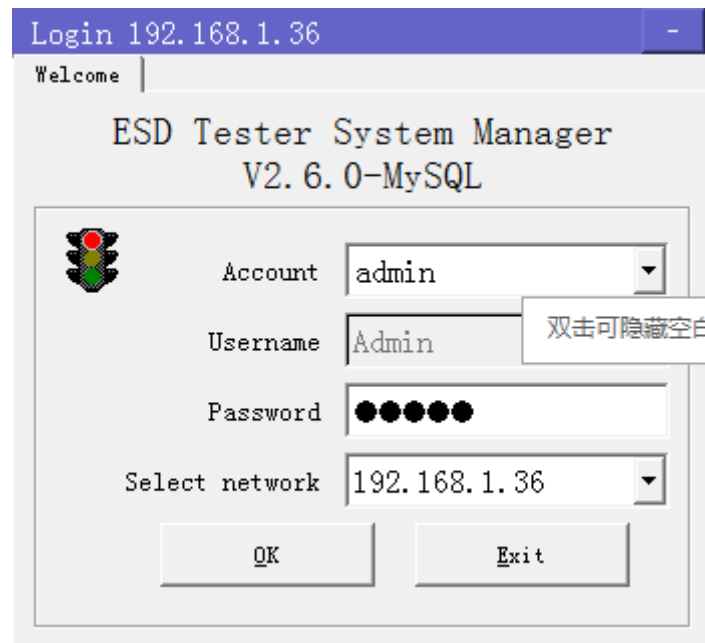
Run SQLConnect\_MySQL.exe in the root directory of the software

Sql Server server fill in: the IP address of the local machine if the database is remote computer: then please fill in the IP address of the remote computer

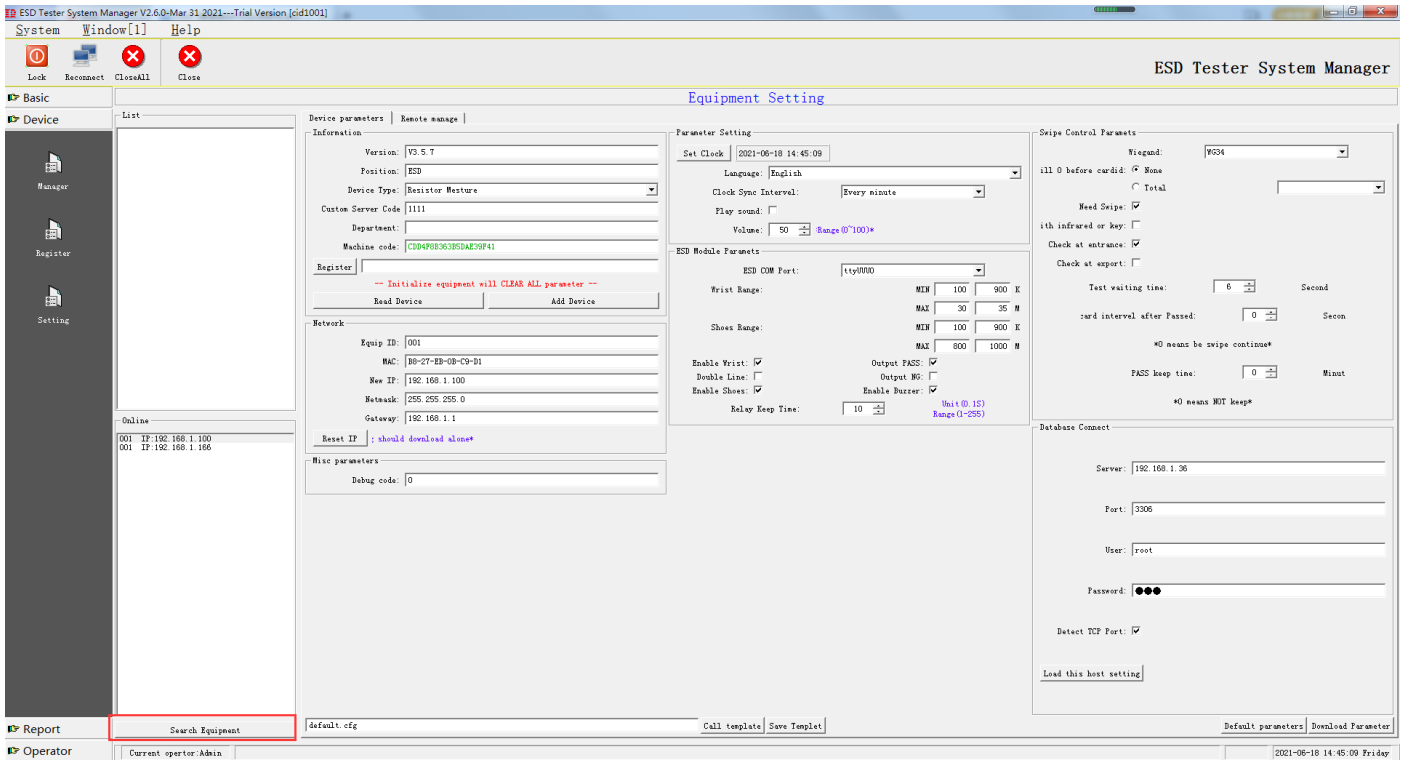
Login name root password: 123



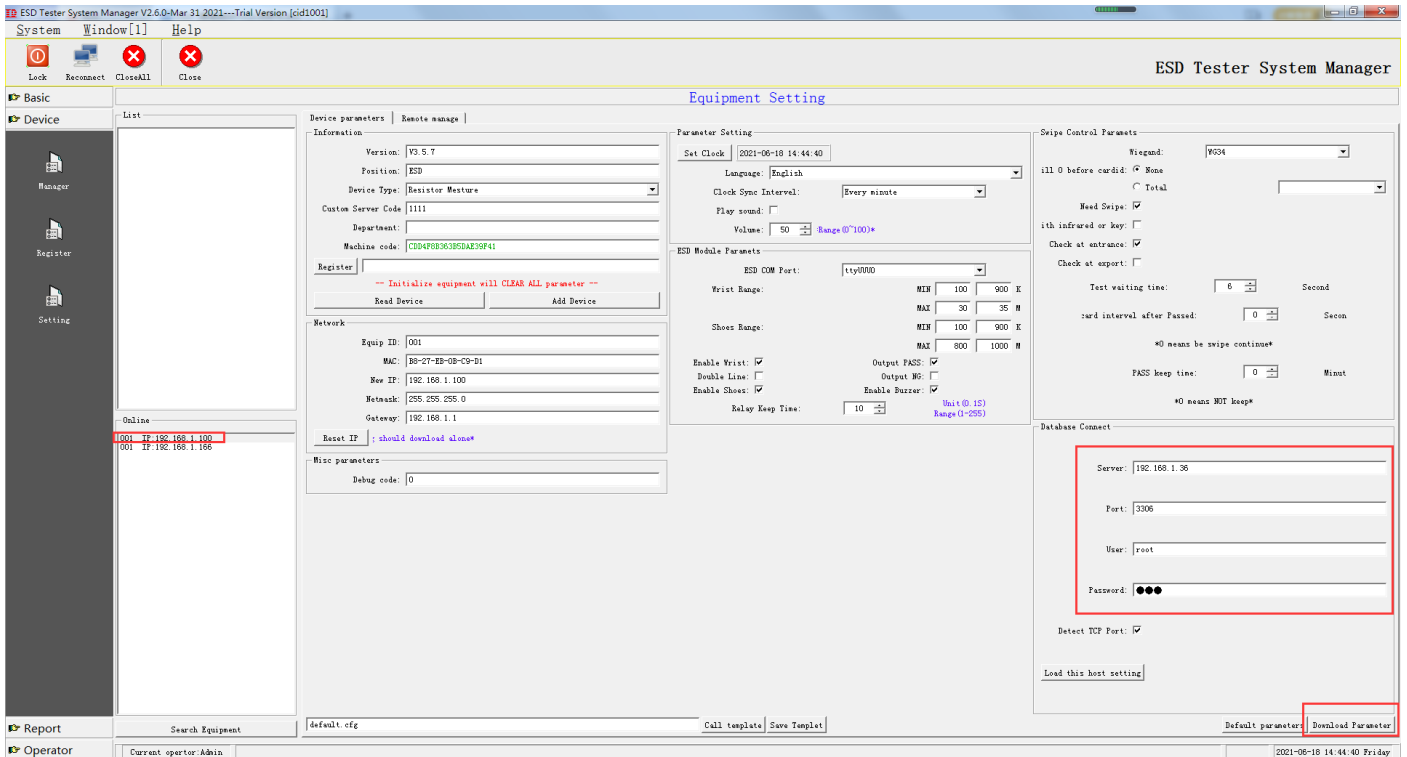
Log in to the system, the system default account: admin, password: admin



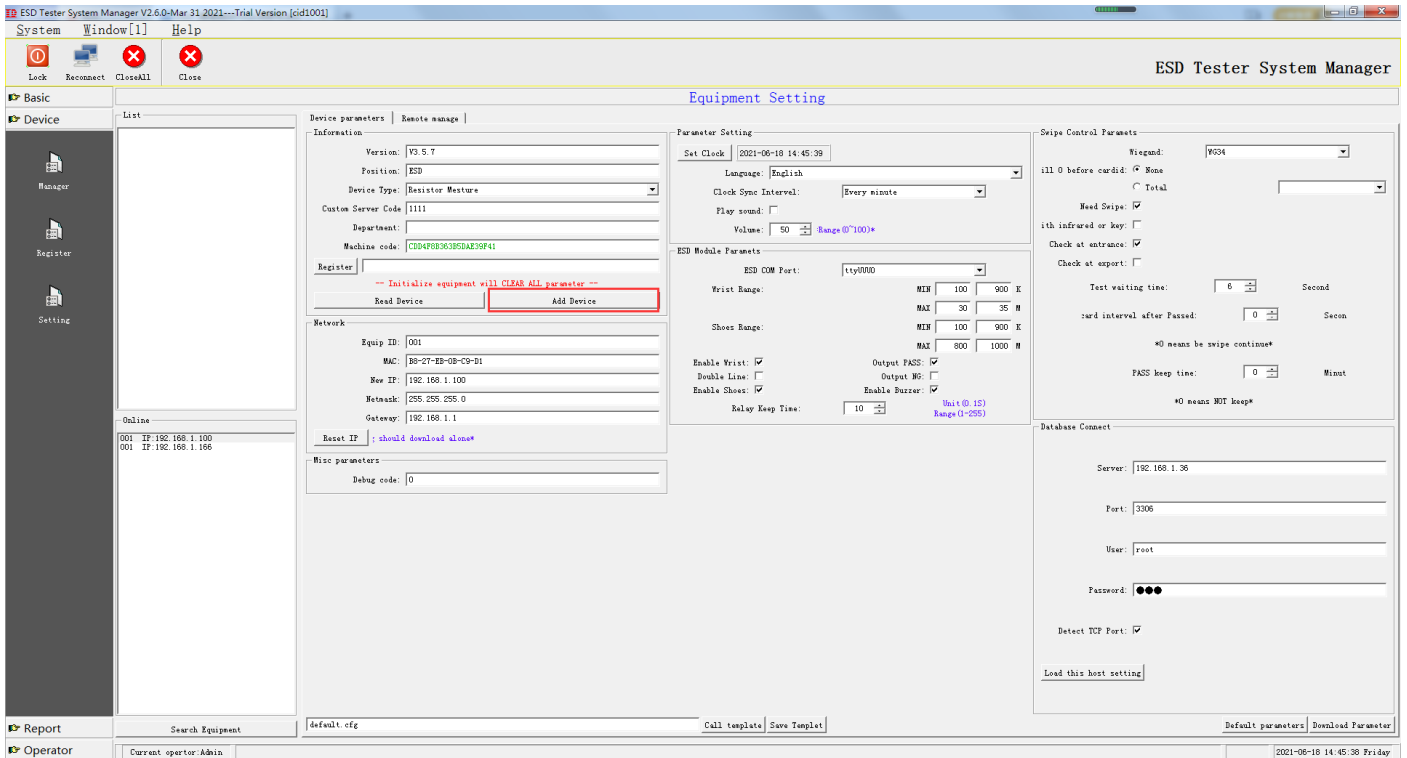
## 1. Menu: Device Management -> Device Settings -> Search Device



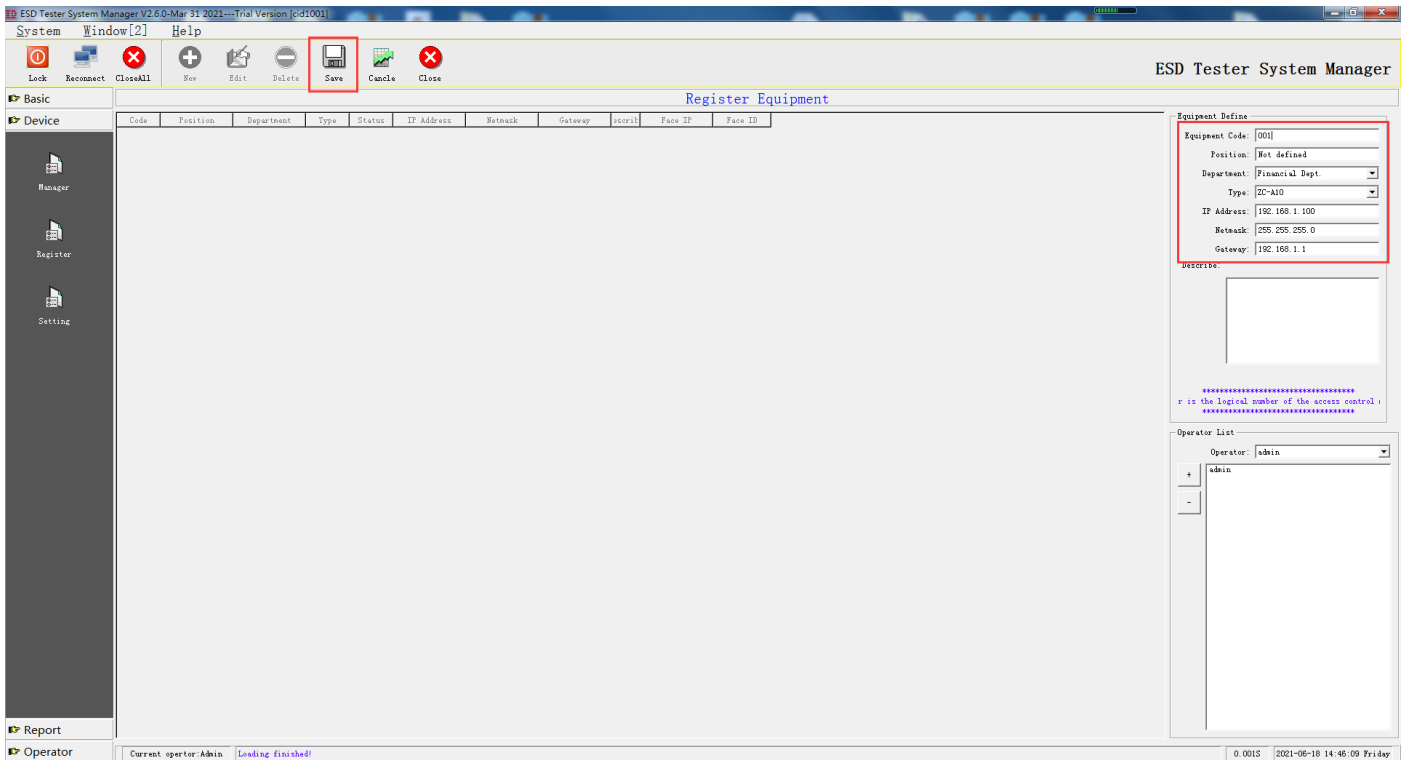
## 2. Double-click the IP and then click to send the parameters.



### 3. Add the device to the device registration



**Remarks: Device registration device number cannot be repeated, device IP cannot be repeated, device location cannot be repeated**



The above basic functions have been set up

## Chapter 3 Daily Use Guide

After setting the basic information in the wizard for the first time, you can perform daily operations

### 1. Basic information management

Personnel information file management (user information entry)

### 2. Query and print the report of in and out records

### 3. Those who have not swiped their cards

### 4. Summary of in and out

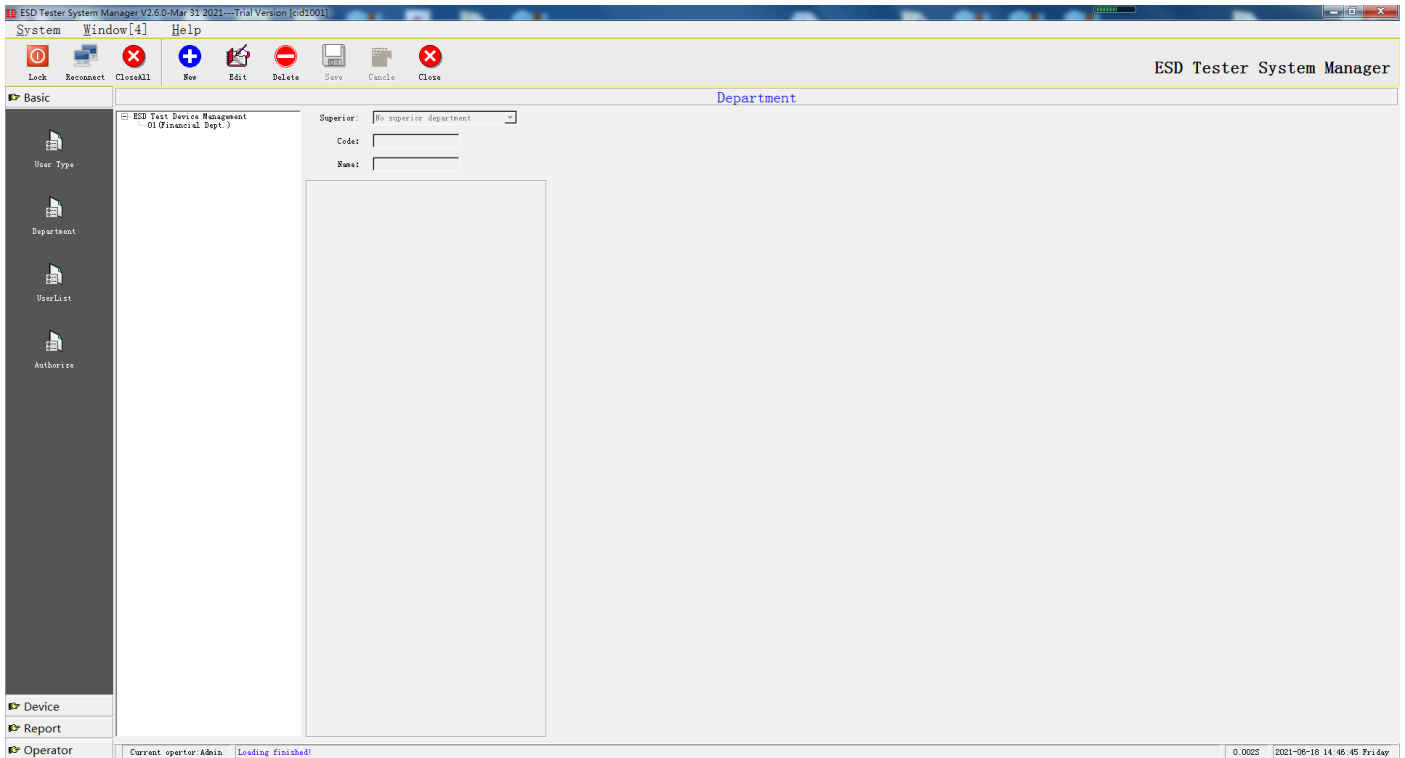
## Chapter 4 Operation Manual of Each Module

### Section 1 Basic Information Management

This section mainly registers some user information, including user category settings, user departments (organizational structure), user personnel information management, etc.

#### 1.1 Department definition (user department)

Enter the user department information, when the enterprise uses it, it is recommended that you enter the enterprise department name.



## 1. Steps to increase user department:

- (1). Click the "Add" button and enter the "number, name" of the user department;
- (2). Click the "Save" button to save the department information just added.

## 2. Steps to edit user department:

- (1). Select the user department to be edited from the left frame;
- (2). Click the "Edit" button to edit the "number, name" of the user department;
- (3). Click the "Save" button to save.

## 3. Steps to delete user department:

- (1). Select the user department to be deleted from the left frame;
- (2). Click the "Delete" button to delete;
- (3). Click the "Yes" button in the confirmation prompt box to delete the selected user category, and click "No" to cancel the delete operation.

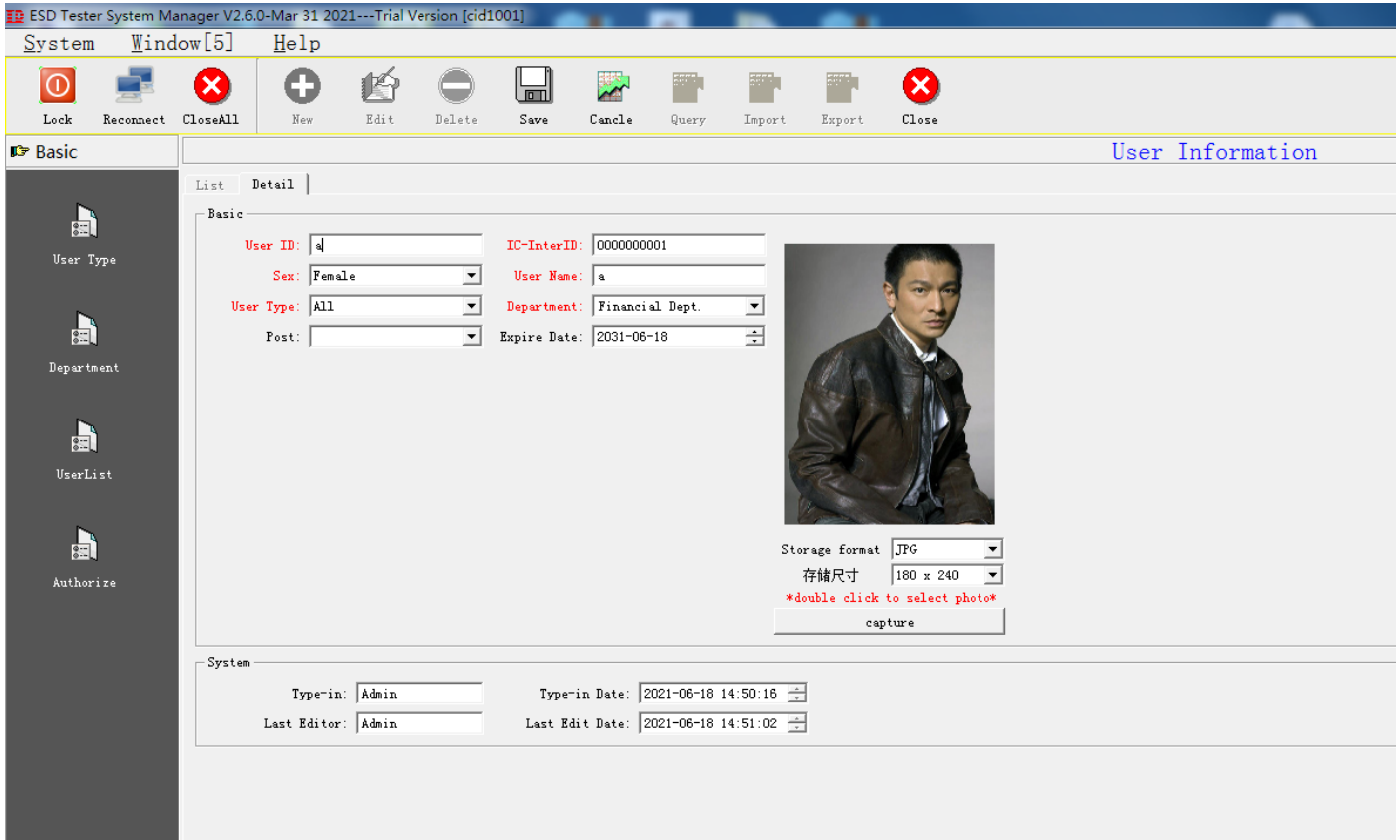
## Note:

1. The number and name of the user department cannot be repeated
2. When a department has personnel, the department is not allowed to be deleted. If you want to delete, please delete its personnel data or transfer the personnel to another department before deleting



## 1.2 User information management

Enter user information, associate the personnel with the card, save it to the card table, and set the user's card validity period



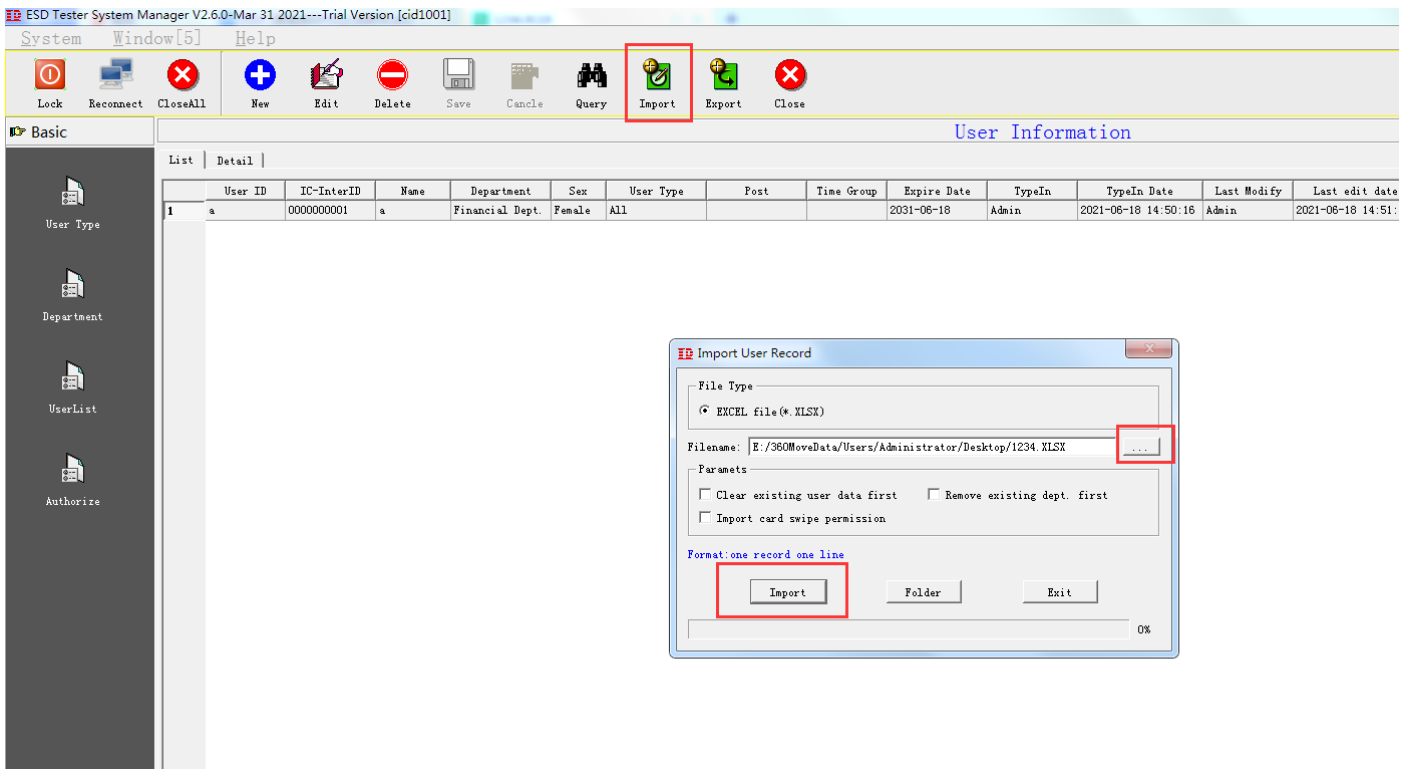
1. Steps to increase user information:

(1). Click the "Add" button

(2). Enter the user's "work number, name, card number", and select its "department, user category, gender" and other related information

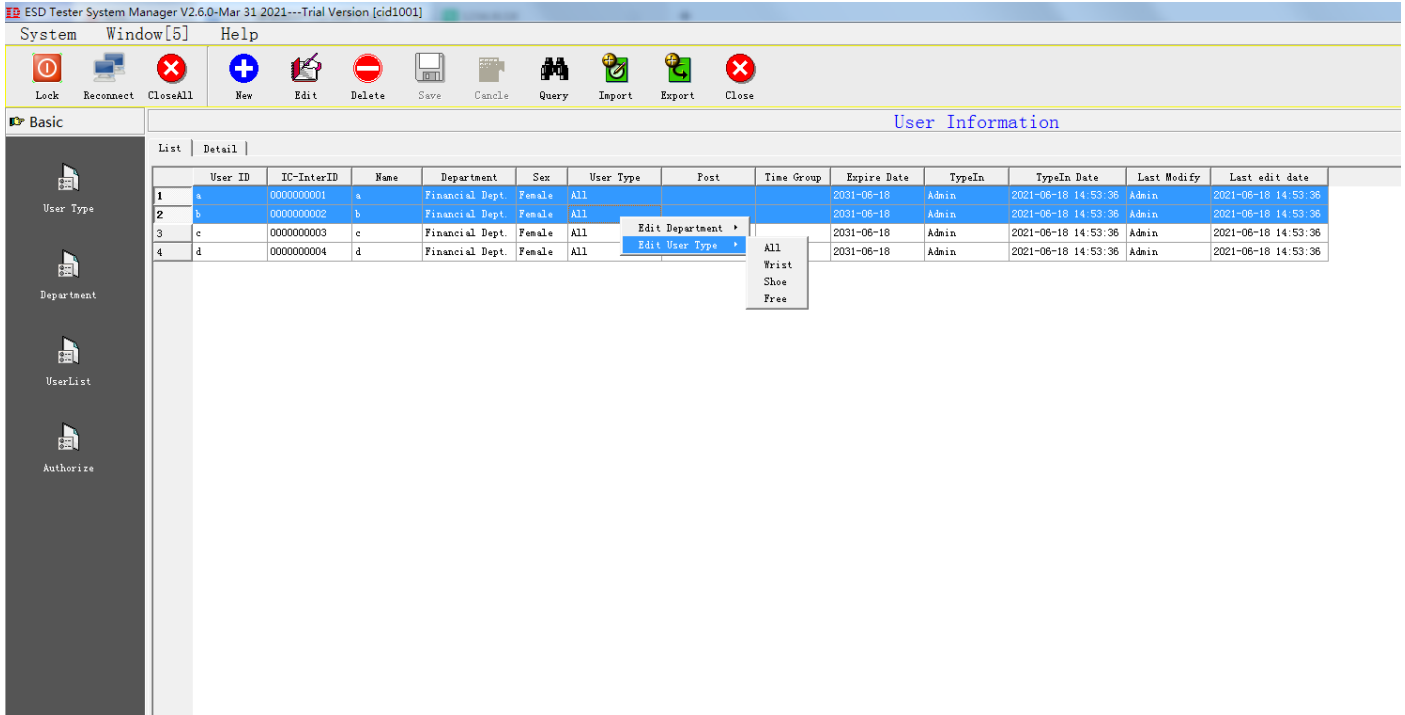
(3). Click the "Save" button to save the user information just added.

(4). Batch user import operation-click the "import" button, select the import path file and start importing.



## 2. Steps to edit user information:

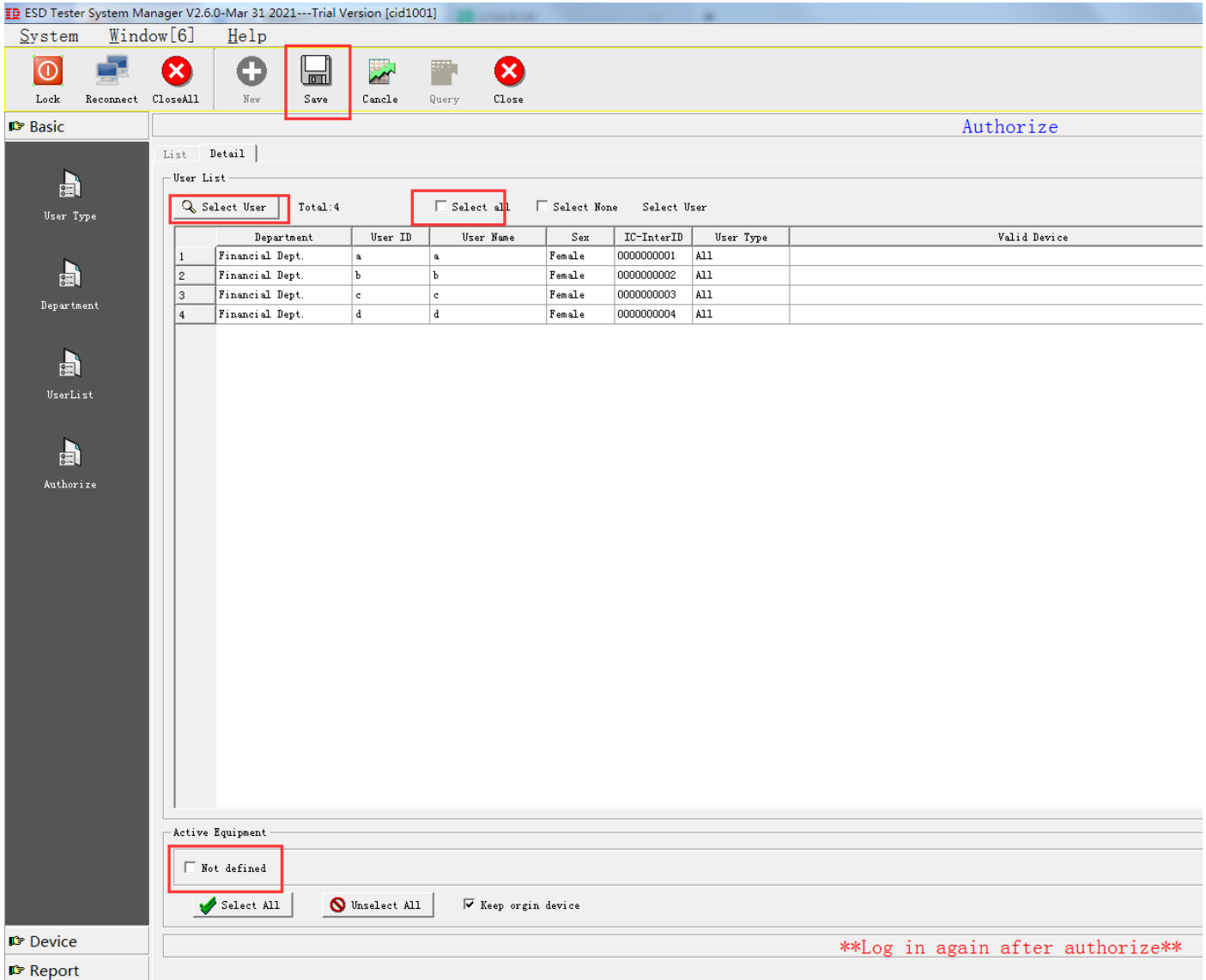
- (1). Select the user information to be edited from the list;
- (2). Click the "Edit" button to modify the user's basic information in the "User Information Edit" window. "Card Number" and "User Number" cannot be modified
- (4). If the validity period is modified, the registration needs to be reissued
- (5). Click the "Save" button to save.
- (6). Use the mouse to select the record bar and click the right mouse button to directly change the department and user category



### 3. Steps to delete user information:

- (1). Select the user information to be deleted from the list;
- (2). Click the "Delete" button to delete;
- (3). Click the "Yes" button in the confirmation prompt box to delete the selected user category, and click "No" to cancel the delete operation.

## 1.4 Swiping card location change



1. Steps to increase the user's credit card authorization information:

- (1). Click the "Add" button and check the device that can be swiped
- (2). Click the "Select Person" button, and directly click the OK button to select all people into the list. Please enter any one of name, card number, user category, department, etc., and click OK.
- (3). Click the "Save" button to save the user information just added.

2. Steps to query user information:

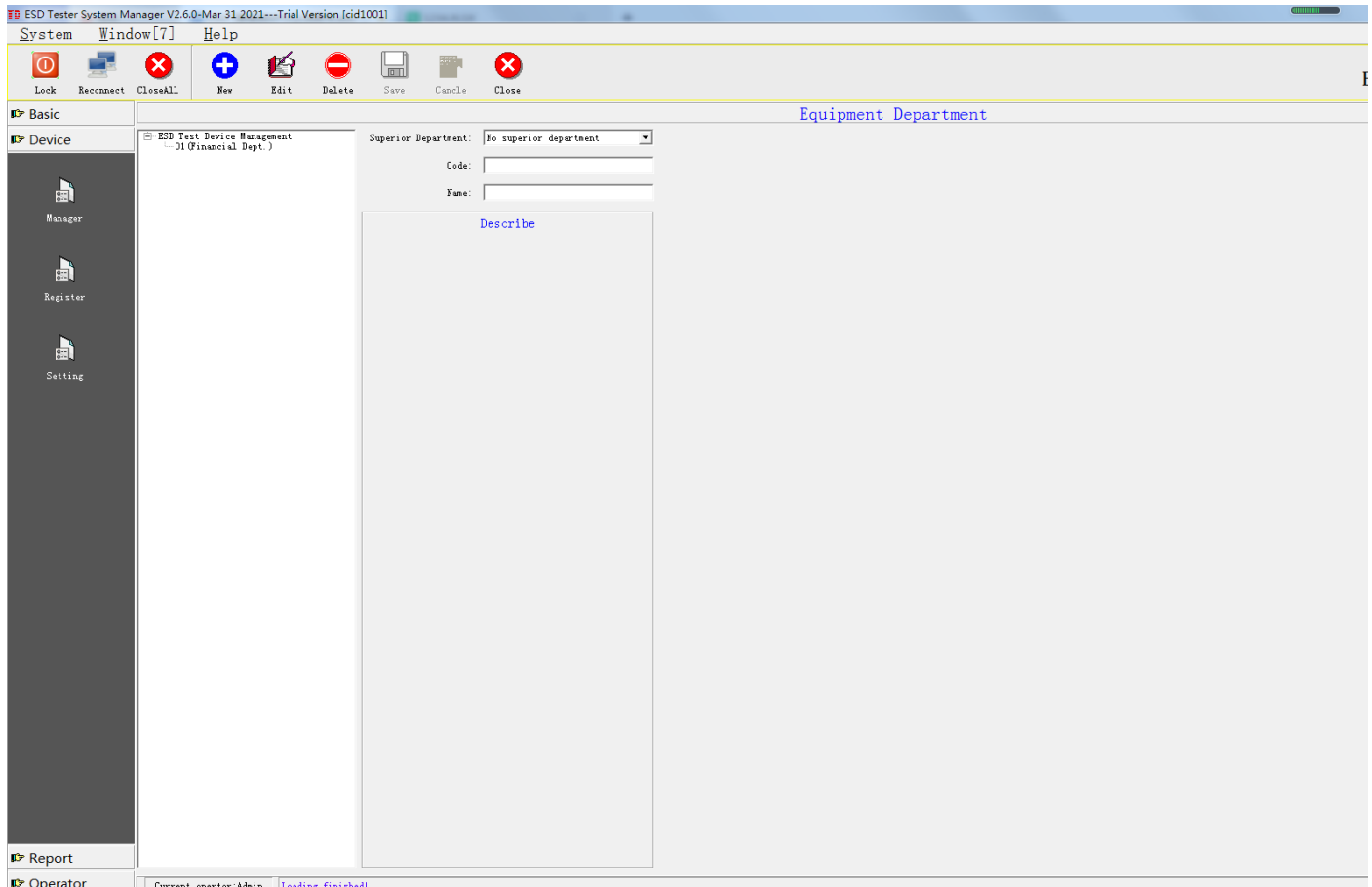
- (1). Click the "Query" button and fill in the user's basic information in the "User Information Edit" window
- (2). Click the "OK" button to query.

## Section 2 Equipment Management

This section is mainly to register and operate equipment, including equipment management department settings, equipment categories, equipment registration, equipment settings, etc.

## 2.1 Equipment Management Department

Register which departments manage the equipment, so that you can query and count according to the equipment management department when you can query the business report.



1. Steps to increase the equipment management department:

- (1). Click the "Add" button and enter the "number, name" of the equipment management department to be added;
- (2). Click the "Save" button to save the newly added equipment management department.

2. Steps to edit the equipment management department:

- (1). Select the equipment management department to be modified from the list box;
- (2). Click the "Edit" button to edit the "Name" of the equipment management department;
- (3). Click the "Save" button to save.

3. Steps to delete the equipment management department:

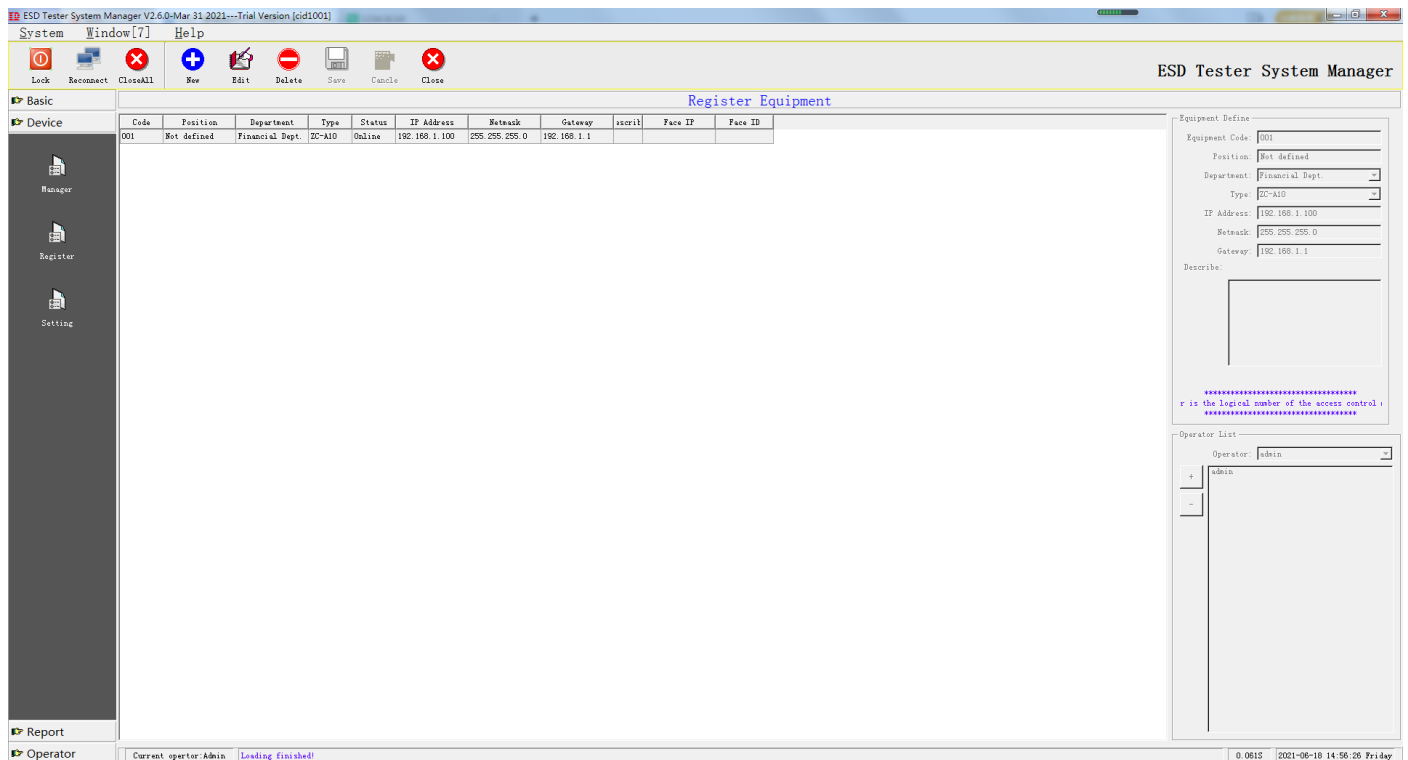
- (1). Select the equipment management department to be deleted from the list box;
- (2). Click the "Delete" button to delete;
- (3). Click the "Yes" button in the confirmation prompt box to delete the selected equipment management department, and click "No" to cancel the delete operation.

Note: If there is a device under the device management department, it is not allowed to delete it.

## 2.2 Equipment registration

Register the number of the equipment used, equipment location, equipment communication method

and equipment management department.



1. Steps to increase equipment registration:

- (1). Click the "Add" button and enter the "number, device location, device management department, device type and device communication method" of the device to be added;
- (2). Click the "Save" button to save the information just added.

2. Steps to edit device registration:

- (1). Select the device registration record to be modified from the list box;
- (2). Click the "Edit" button to edit the "device location, device management department, device type, and device communication mode" defined by the device;
- (3). Click the "Save" button to save.

3. Steps to delete device registration information:

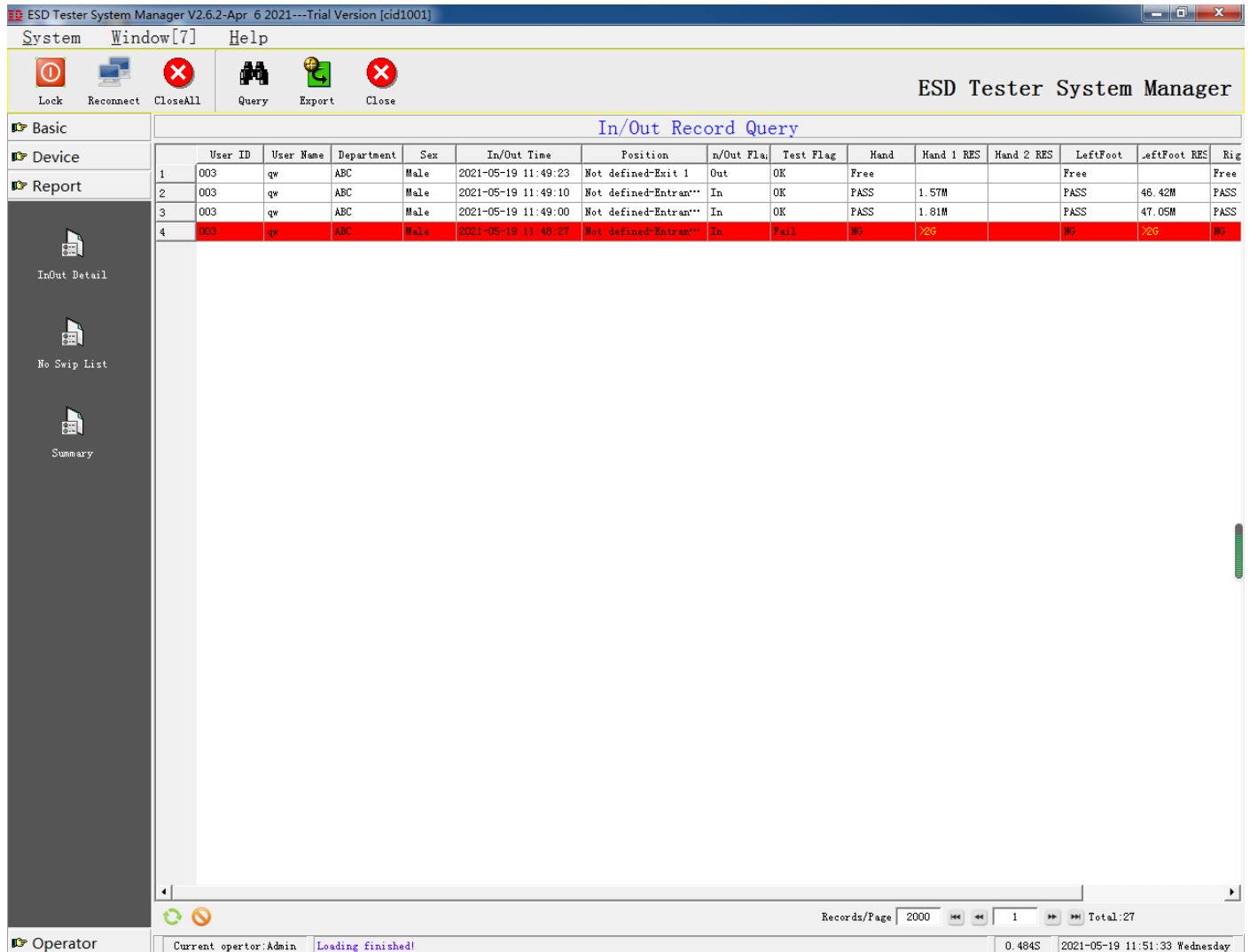
- (1). Select the device registration information to be deleted from the list box;
- (2). Click the "Delete" button to delete;
- (3). Click the "Yes" button in the confirmation prompt box to delete the selected current record, and click "No" to cancel the delete operation.

## Section 3 Report query and printing

The system provides a detailed report of in and out, a detailed report of events, all reports can be customized according to user needs to print the report format, all reports can be exported to EXCEL.

### 3.1 Entry and exit record details

The detailed card access information of all users is recorded, including the user's entry and exit time, entry and exit location, entry and exit signs, etc.



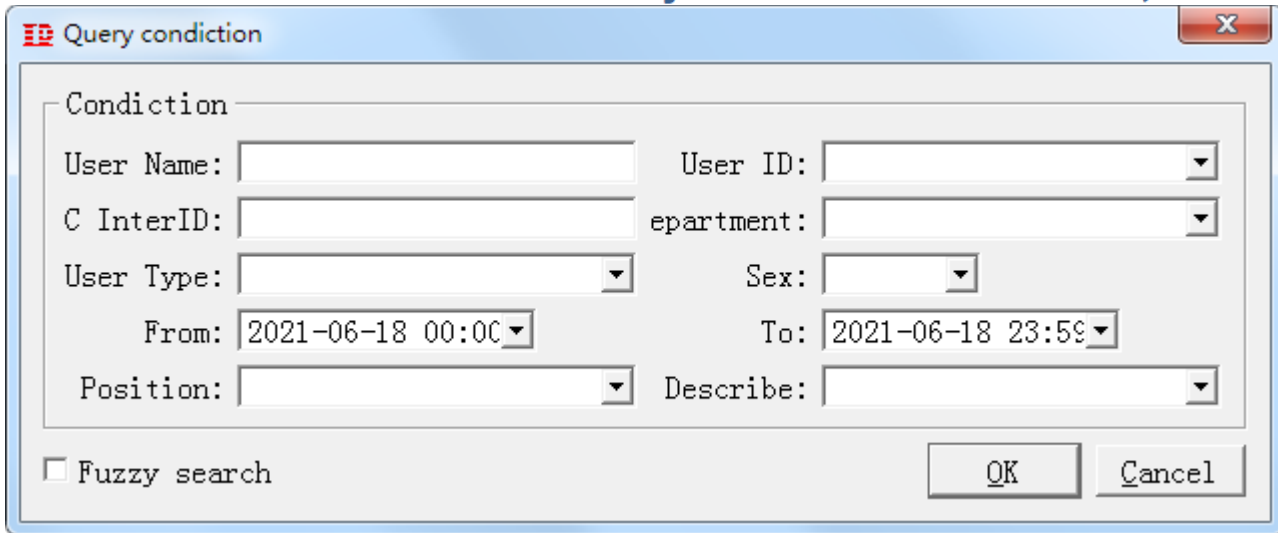
The screenshot shows the 'ESD Tester System Manager' interface. The main window displays an 'In/Out Record Query' report with the following data:

	User ID	User Name	Department	Sex	In/Out Time	Position	n/Out Fla.	Test Flag	Hand	Hand 1 RES	Hand 2 RES	LeftFoot	LeftFoot RES	Rig
1	003	qw	ABC	Male	2021-05-19 11:49:23	Not defined-Exit 1	Out	OK	Free			Free		Free
2	003	qw	ABC	Male	2021-05-19 11:49:10	Not defined-Entran...	In	OK	PASS	1.57M		PASS	46.42M	PASS
3	003	qw	ABC	Male	2021-05-19 11:49:00	Not defined-Entran...	In	OK	PASS	1.81M		PASS	47.05M	PASS
4	003	qw	ABC	Male	2021-05-19 11:48:27	Not defined-Entran...	In	Fail	NG	>2G		NG	>2G	NG

The interface includes a sidebar with 'In/Out Detail', 'No Swip List', and 'Summary' options. The status bar at the bottom shows 'Current operator: Admin', 'Loading finished!', 'Records/Page: 2000', '1', and 'Total: 27'.

The basic operation of the report: the query method of all reports in the system is the same

**Step 1: Click the "Query" button to pop up a dialog box as follows:**



Step 2: According to the query conditions, multiple sets of conditions can be combined by themselves

Step 3: Click the "OK" button

Step 4: Click the "OK" button to query the results,

Step 5: Click the "Export" button to export to EXCEL.

Note:

1. After clicking the "Query" button to pop up the query condition box, if you directly press the "OK" button, the system will query the information of all account opening personnel.
2. When entering the "value" of the last condition, you can directly press the "Enter" key to query
3. If the data found is not arranged in the order you want, you can click the header of the corresponding column of the table to perform [Ascending Order] or [Descending Order] to reorder the records.

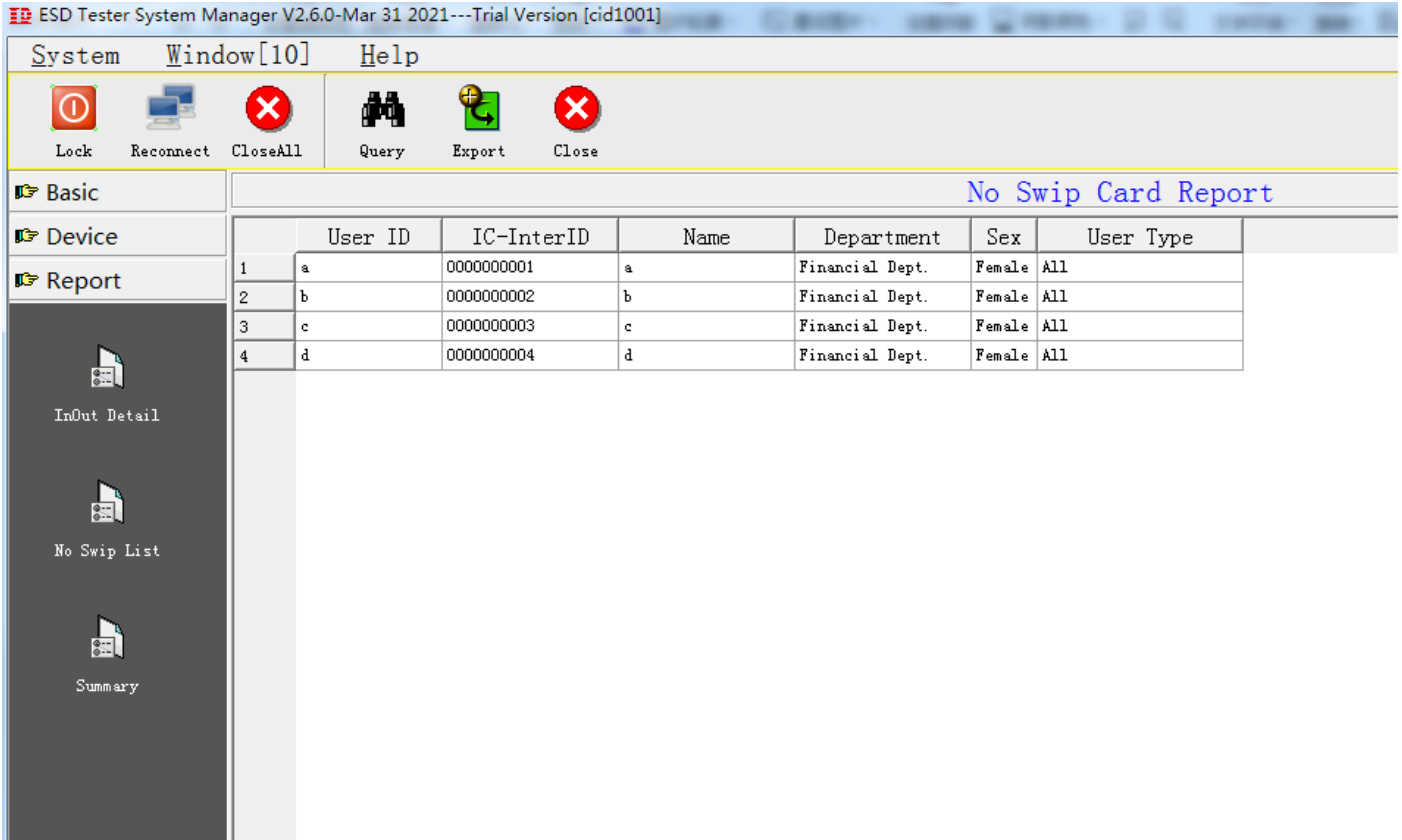
Report design: According to user needs, you can customize the report title, the order of column names, increase or decrease columns, according to department or user or gender or user category, etc.



### 3.2 No credit card record

If the person does not swipe the card every day, if the card is swiped that day, it will not be displayed in this table, as shown below:

The query method is the same as above



ESD Tester System Manager V2.6.0-Mar 31 2021---Trial Version [cid1001]

System Window[10] Help

Lock Reconnect CloseAll Query Export Close

Basic No Swip Card Report

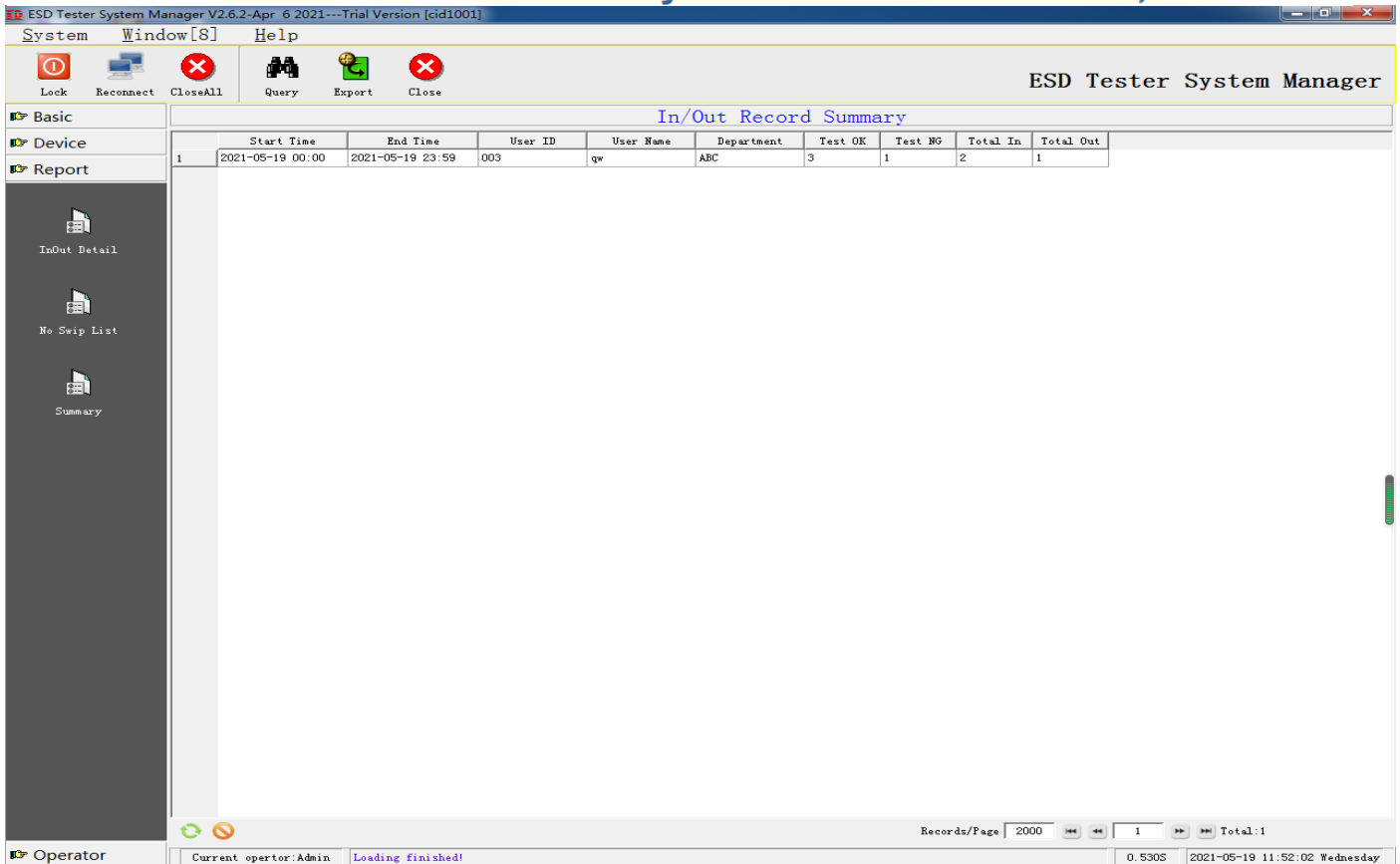
	User ID	IC-InterID	Name	Department	Sex	User Type
1	a	0000000001	a	Financial Dept.	Female	All
2	b	0000000002	b	Financial Dept.	Female	All
3	c	0000000003	c	Financial Dept.	Female	All
4	d	0000000004	d	Financial Dept.	Female	All

InOut Detail  
No Swip List  
Summary

### 3.3 In and out summary

The daily entry and exit status of personnel, each record can display up to six entry and exit records. If a single personnel has 12 records a day, it will be displayed in two rows, as shown below:

The query method is the same as above

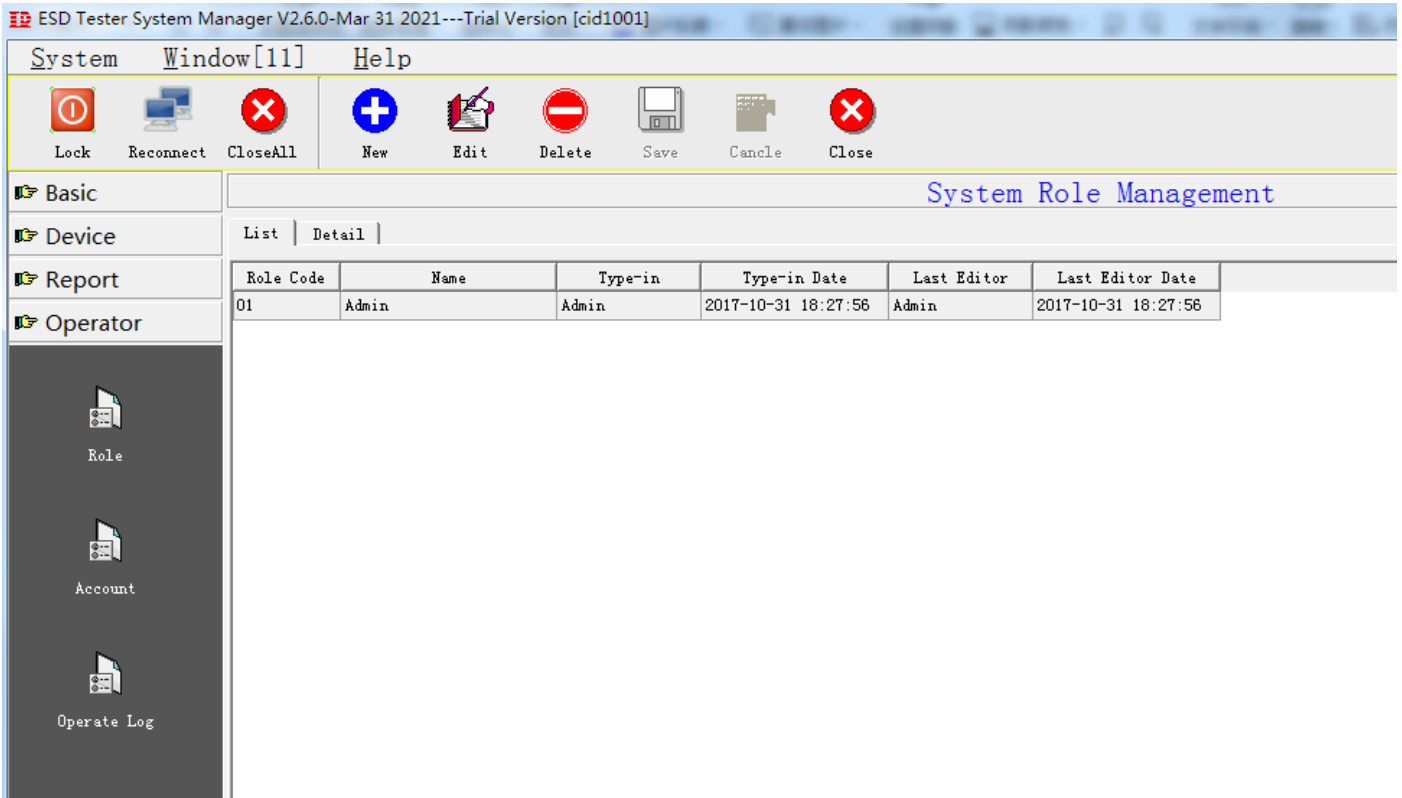


## Section 4 System Settings

This chapter mainly includes functions such as system user role definition, operator account setting and operation log query.

### 4.1 User role definition

The so-called user role refers to the meaning of a type of user, set what kind of function this type of user has, and then associate the user with this category, so that all users under this category have the same authority.



Add, edit, delete, save, cancel, query and other functions

**New addition** Add a user role to the management system

Steps:

Step 1: Click the "Add" button

Step 2: Manually enter the name and select authorized functions for each functional module

Step 3: Click the "Save" button to save the data, if you don't want to save the data, click the "Cancel" button

Note: The role number is automatically generated and supports up to 99 user roles.

**Edit** Edit an existing user role information

Steps:

Step 1: Select the user role to be edited and click the "Edit" button

Step 2: Modify the name and select authorized functions for each functional module.

Step 3: Click the "Save" button to save the data, if you don't want to save the data, click the "Cancel" button

Note: The role number information is not allowed to be edited.

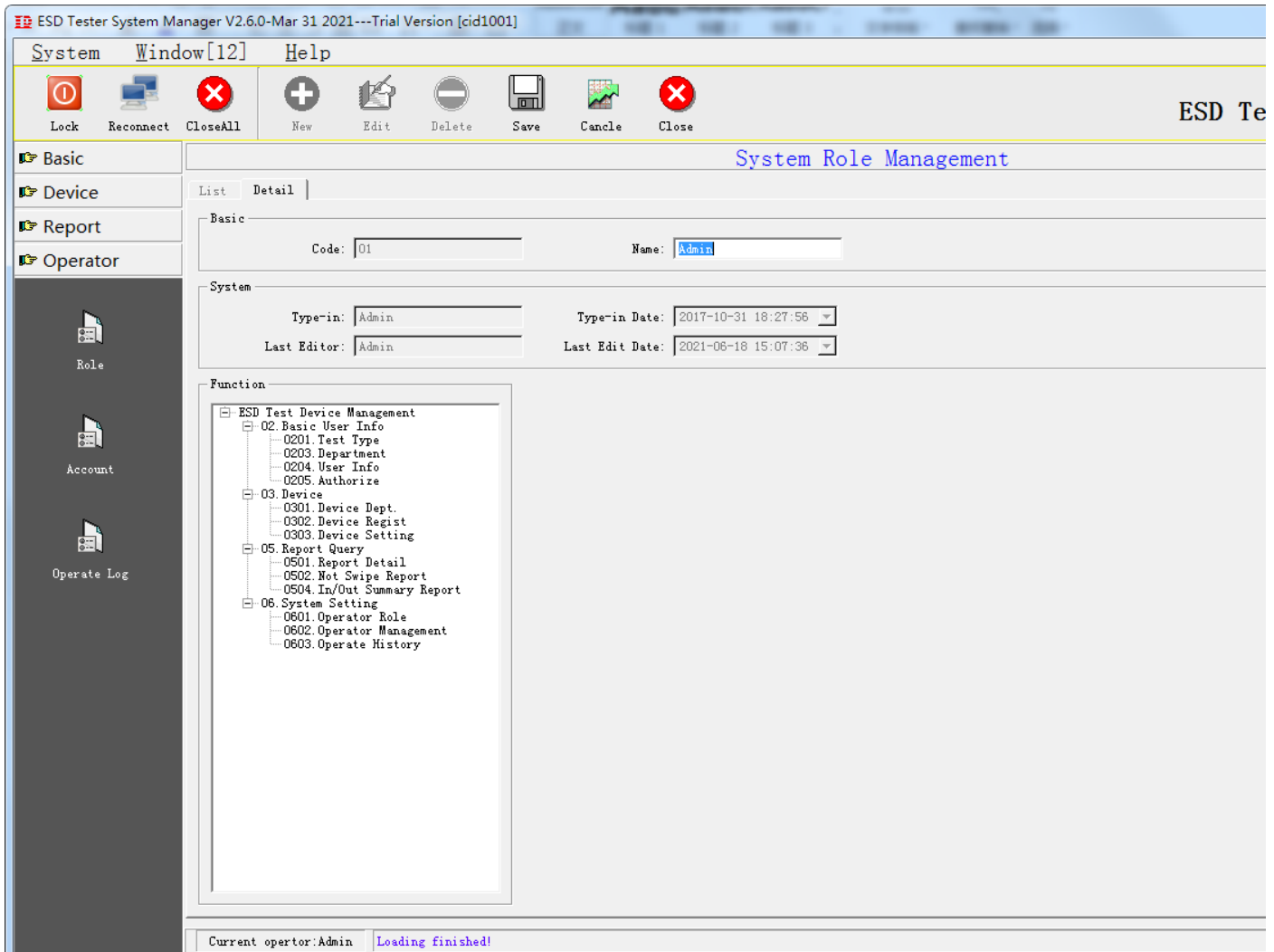
**Delete** Delete an existing user role information

Steps:

Step 1: Select the user role to be deleted

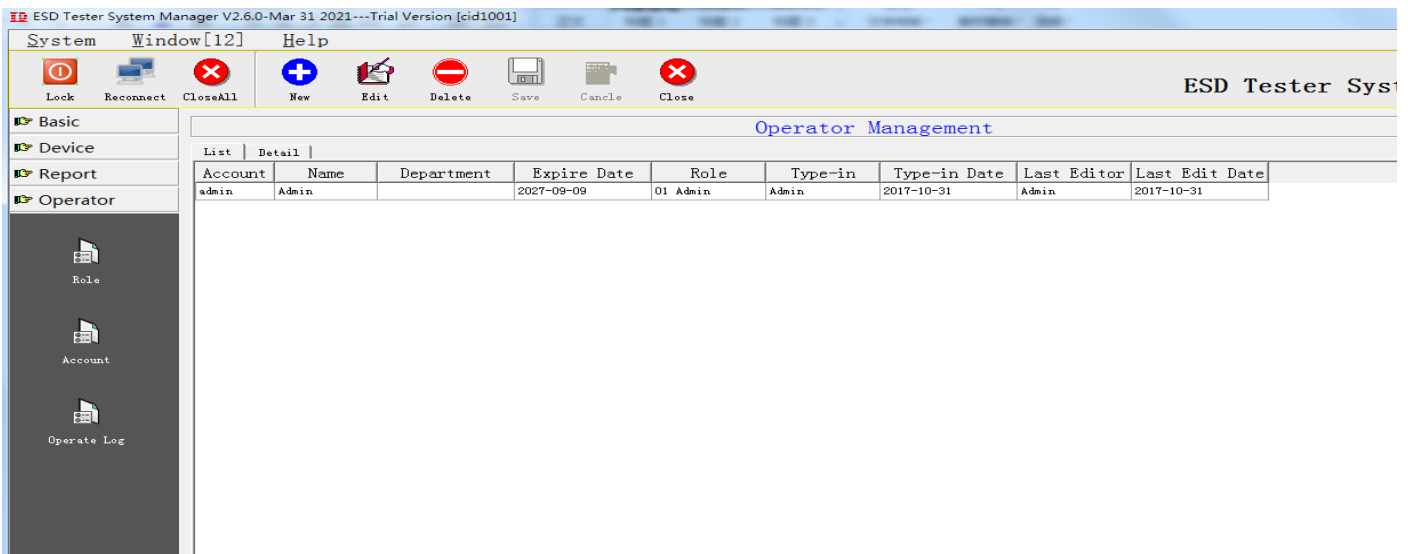
Step 2: Press the "Delete" button

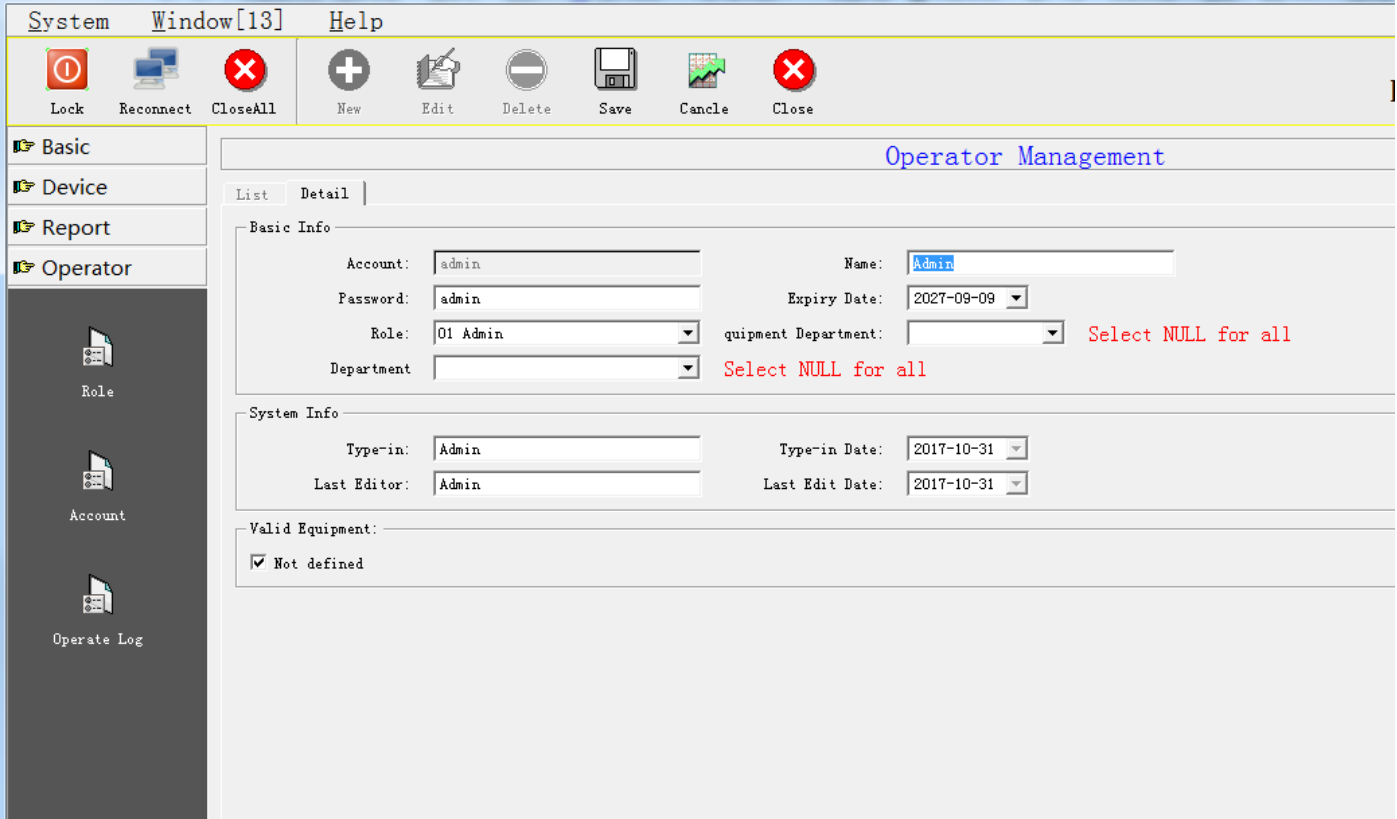
Note: The user role assigned to the operator is not allowed to be deleted.



## 4.2 Operation user management

Manage users who are allowed to log in to the system, and specify what functions each user account has. Here you can specify which machines can be operated (this place is very important, otherwise even if you register the device, there will be no in the device settings The device is displayed).





The screenshot shows the 'Operator Management' window in the ESD Tester System Manager. The window has a menu bar with 'System', 'Window[13]', and 'Help'. Below the menu bar is a toolbar with icons for Lock, Reconnect, CloseAll, New, Edit, Delete, Save, Cancel, and Close. The main area is divided into sections: 'Basic Info', 'System Info', and 'Valid Equipment'. The 'Basic Info' section contains fields for Account (admin), Password (admin), Role (01 Admin), Department, Name (Admin), Expiry Date (2027-09-09), and Equipment Department. The 'System Info' section contains fields for Type-in (Admin), Last Editor (Admin), Type-in Date (2017-10-31), and Last Edit Date (2017-10-31). The 'Valid Equipment' section has a checkbox for 'Not defined' which is checked. A sidebar on the left contains icons for Role, Account, and Operate Log.

There are functions such as adding, editing, deleting, saving, canceling, reviewing, querying, etc.

### **New addition** Add an operator to the management system

Steps:

Step 1: Click the "Add" button

Step 2: Manually enter valid data such as name and password

Step 3: Click the "Save" button to save the data, if you don't want to save the data, click the "Cancel" button

### **Edit** Edit an existing operator information

Steps:

Step 1: Select the operating user to be edited, and click the "Edit" button

Step 2: Modify the name and select authorized functions for each functional module.

Step 3: Click the "Save" button to save the data, if you don't want to save the data, click the "Cancel" button

### **Delete** Delete an existing user information

Steps:

Step 1: Select the operator to be deleted

Step 2: Click the "Delete" button

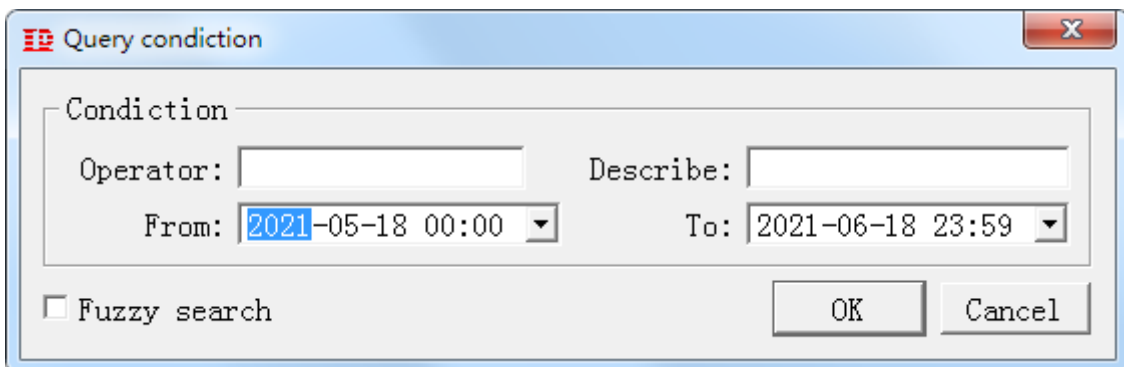
## 4.3 Operation log query

Query the system log information that enters the system, including the log of new and editing functions.



The operation log has only one query function and no printing function.

After clicking the query, the log is written in the unit of day

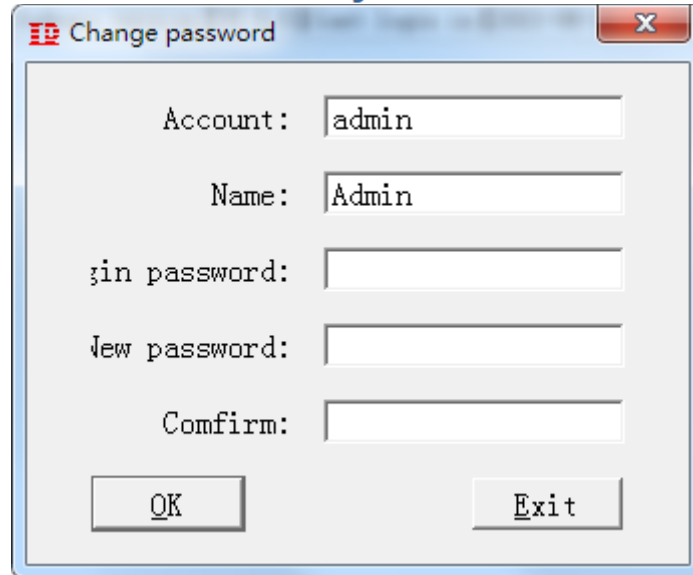


## Section 5 Introduction to each function under the system menu

This menu mainly includes functions such as password modification, system parameter setting, data backup, historical data clearing, executing SQL statements, changing background pictures, etc.

### 5.1 Change Password

The operator can modify his password after logging in to the system Menu: System-□Modify Password.



Change password

Account:

Name:

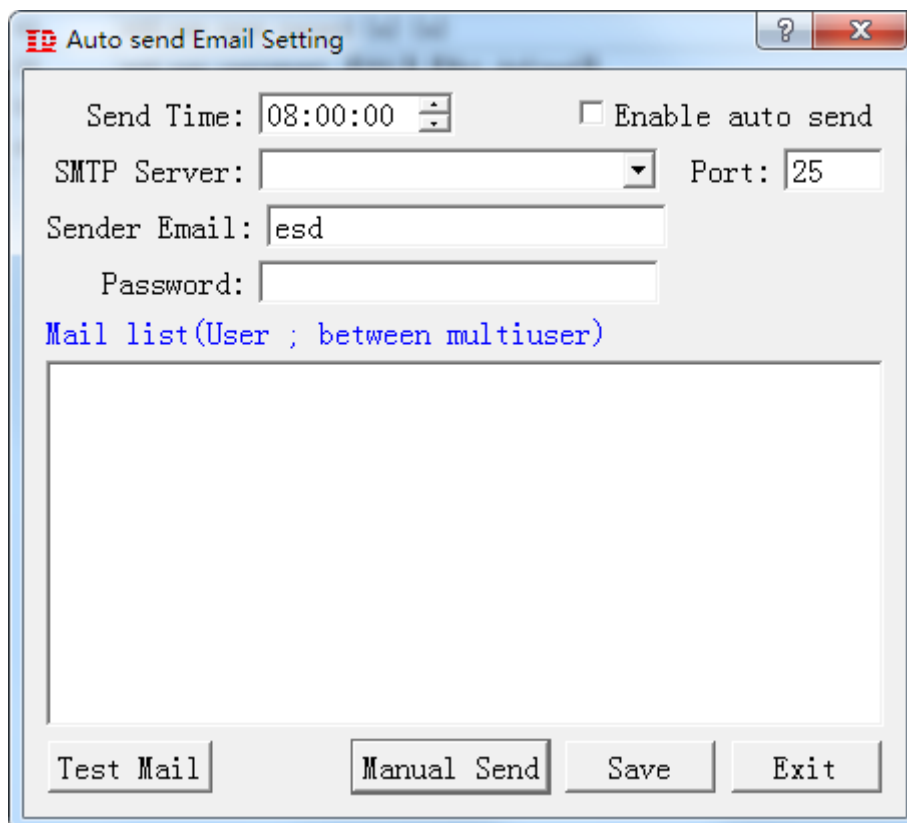
Old password:

New password:

Confirm:

## 5.2 Automatic mail sending setting

You can set the relevant parameters of the system here



Auto send Email Setting

Send Time:   Enable auto send

SMTP Server:  Port:

Sender Email:

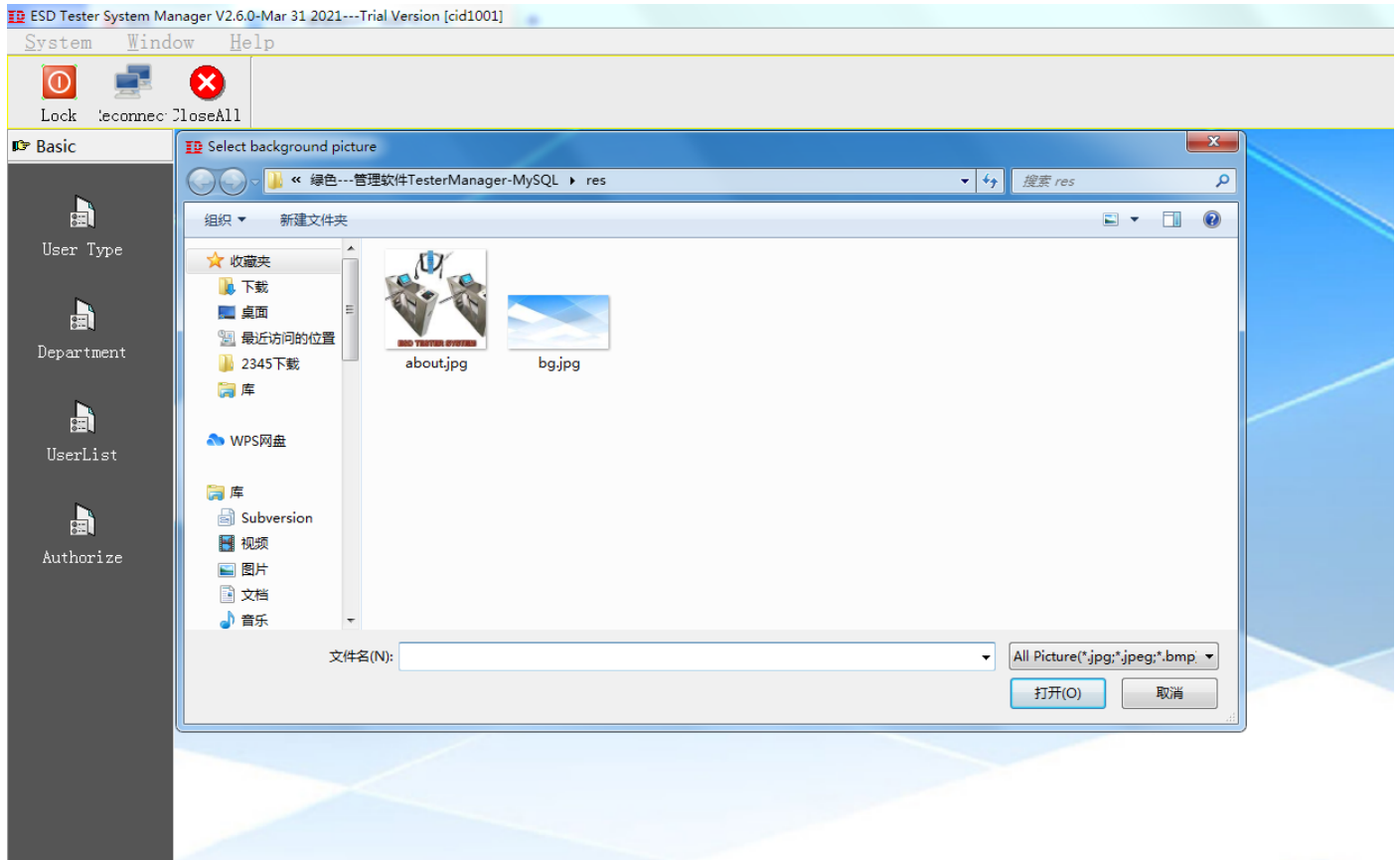
Password:

Mail list (User ; between multiuser)

Fill in the SMTP server address and the sending mailbox login password, and set the regular sending time.

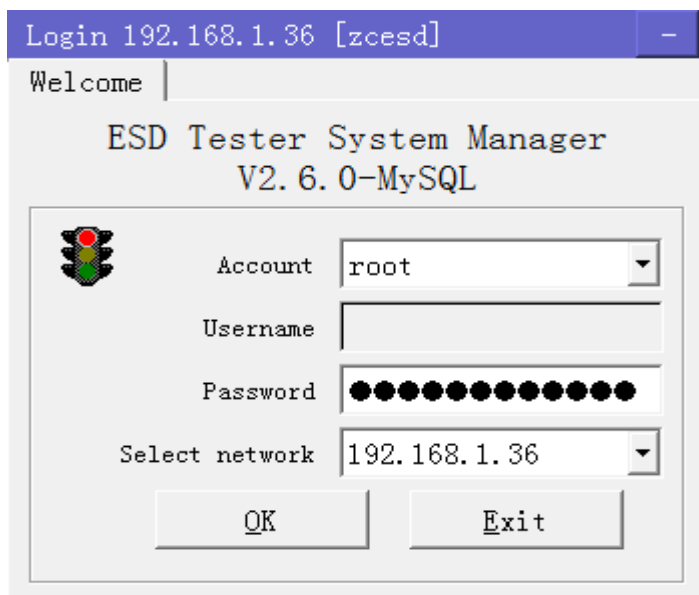
### 5.3 Change background image

Users can change the background of the system to their favorite photos or landscapes, etc. It supports .BMP and .JPG formats.



### ESD management software startup time period method

#### 1. On the login page, log in to the software as a super administrator

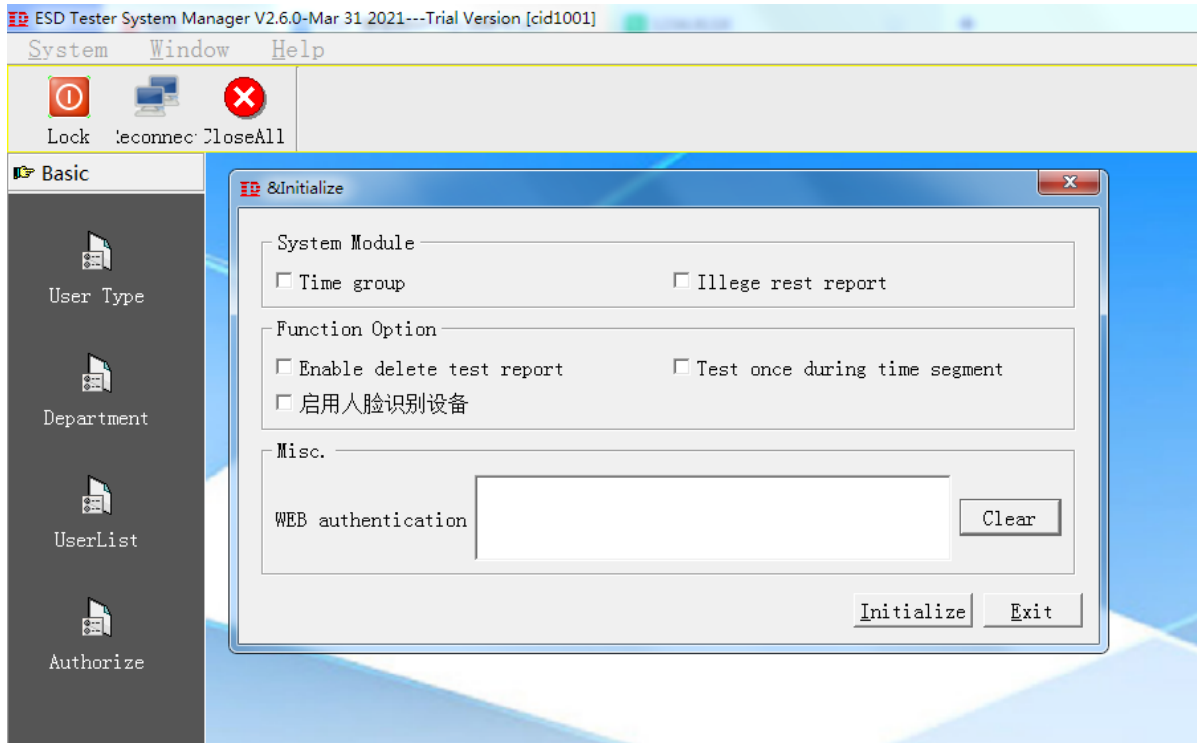




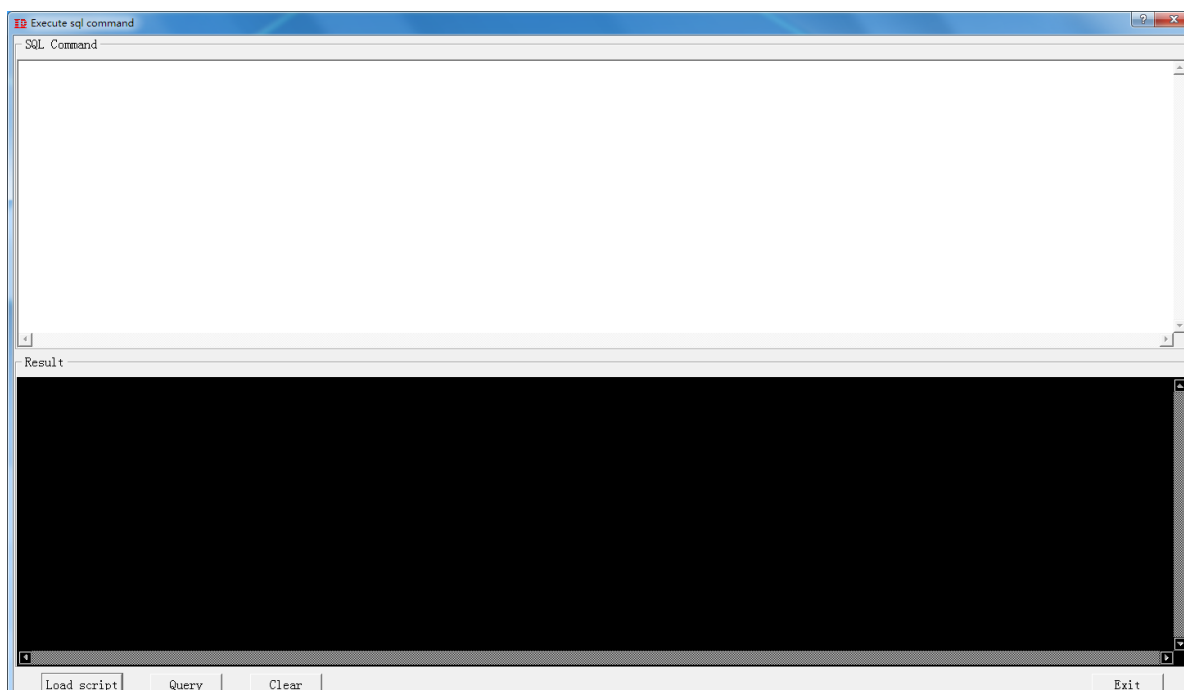
Username: root, password: Happy0755666

Note: 1. You must execute SQLConnect.exe to log in to the database server before entering the page

2. Do not share the user name and password with customers, otherwise abnormal operations may cause database damage



## 2. Enter the system menu-execute SQL statement



3. Close the application, log in to the system again, that is, you can use the function