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Overview

Introduction to AccessBase

AccessBase is the programming environment that allows you to fully utilize all of the features and benefits of your Linear access control system.

AccessBase is a distributed database program. Each node (or controller) located within a network contains the necessary information in order to make decisions about adding cardholders and access rights.

If a controller within a network is disabled for any reason, all other controllers within the network will continue to function. As a result, the host computer must perform all programming. It is not necessary for the host computer / AccessBase to be running for the system to function. It is only necessary to connect to the system to monitor activities in real time, make changes, such as adding or deleting cardholders, download event logs, etc.

Features

With AccessBase you can:

- Program and maintain installations that contain Linear's AM-3, AE-1000 or AE-2000 access control systems.
- Network up to eight AM-3s, AE-1000s or AE-2000s (in any combination) within the installations.
- Control the doors or gates from a remote location.
- Monitor the status of the installation in real time.
- Generate filtered event log reports and various system reports.
- Connect to and diagnose AM-3, AE-1000 or AE-2000 installations that are programmed and maintained by other computers.

System Requirements

This version of AccessBase is designed for any of the following 32-bit operating systems:

- Windows 98
- Windows ME
- Windows NT
- Windows 2000
- Windows XP

Hardware Requirements

- Pentium II / 450MHz or greater
- 64MB RAM or greater
- 50MB free disk space (20MB for each additional installation)

- 800 x 600 SVGA video minimum
- CD-ROM for installing the program from CD
- 56K BPS modem or greater for remote programming (external modem recommended)
- Serial port for local programming

AccessBase Setup

Opening AccessBase

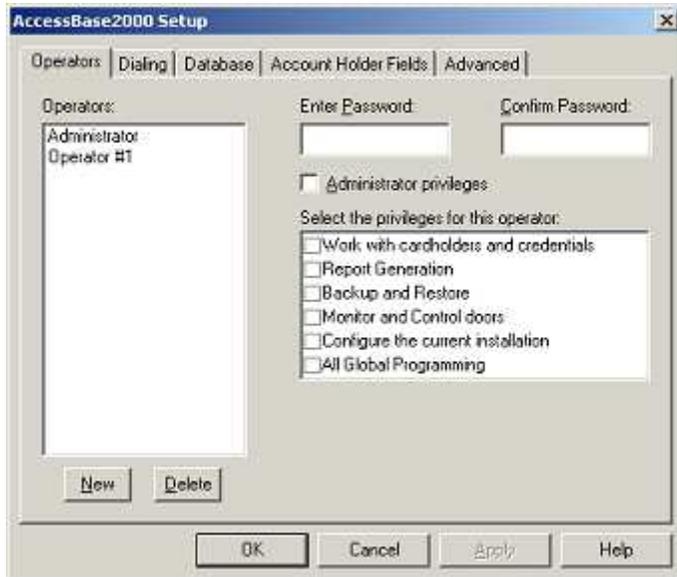
You may click on the AccessBase icon on the desktop that was created when AccessBase was installed. In addition, an icon was created in folder **Start > Program Files > AccessBase2000**.

If an Administrator has been created, a dialog box will appear that will prompt you to select an operator and enter the appropriate password.

By default, AccessBase will open with a default installation. At this point, you may create a new installation.

Define Operators

Operators can be assigned privileges that can allow access to certain areas within AccessBase by checking the appropriate boxes.



Administrators have the ability to create or modify operators and their privileges. The following privileges may be assigned to an operator:

- ▶ **Work with cardholders and credentials.** A user with this privilege will be able to add, modify and remove cardholder sets and cardholders. The user will also be able to add and delete credentials.
- ▶ **Report Generation.** A user with this privilege will be able to generate and print all reports; such

as, event log reports, cardholder reports, credential reports and system reports.

▶ **Backup and Restore.** A user with this privilege will be able to backup and restore the AccessBase environment.

▶ **Monitor & Control doors.** A user with this privilege will be able to monitor the system in real time and control the relays.

▶ **Configure the current installation.** A user with this privilege will be able to setup communications, configure the nodes, save the installation and setup AccessBase.

▶ **All Global Programming.** A user with this privilege will be able to perform all functions associated with the Global network settings screen. The user can create and modify validation groups, facility codes, telephone directory, and the time and calendar areas.

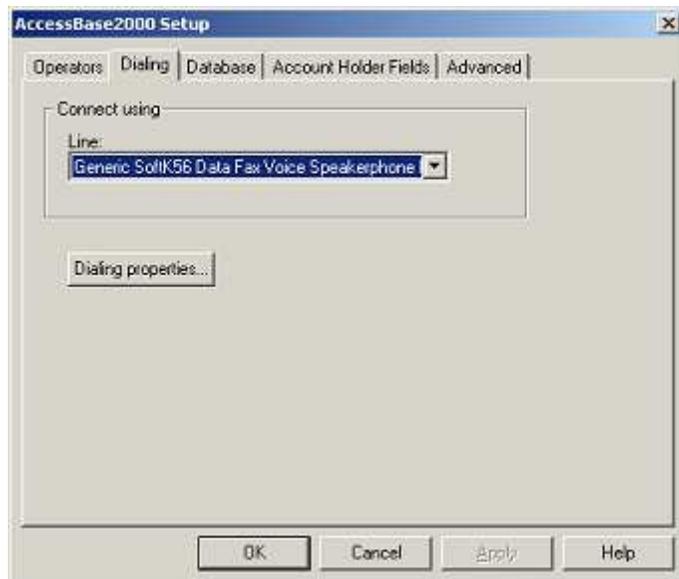
▶ To create an operator,

1. Click **New** and type in the name of the operator in the **Operators** box.
2. Initially all privileges will be checked.
3. Deselect the privileges that you do not want the operator to have.
4. Click **OK**.

After you have assigned a new operator the next time this operator logs on AccessBase will go to the Cardholders screen rather than the usual Navigation main screen.

Dialing

AccessBase uses the Windows Dialer function to remotely program a system. This means that the modem must be recognized by Windows in order to work with AccessBase.

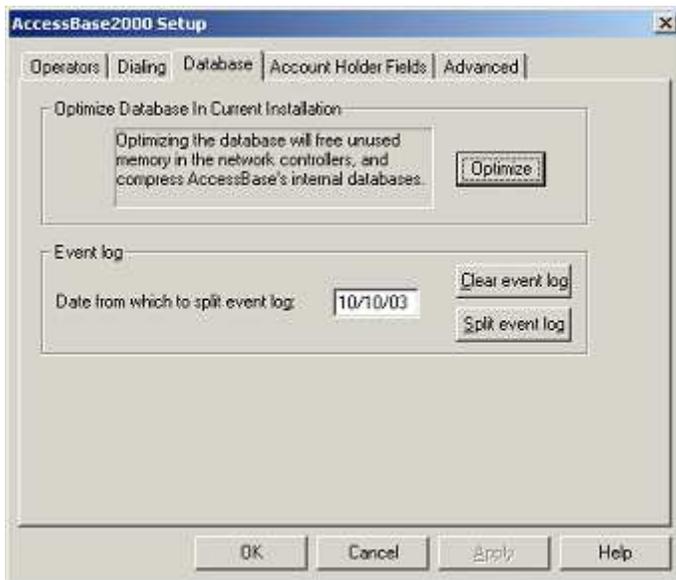


If you have more than one modem installed in your computer, select which modem you will use with AccessBase.

Click on **Dialing Properties** to bring up the Windows Dialing Properties dialog box. From here, you may configure the Windows Dialer to dial a number to gain an outside line, disable call waiting or use a credit card to dial out.

Database Optimization & Event Log

Optimizing the database will free up unused memory in the controller and within AccessBase.



When you optimize the database, AccessBase will reprogram the installation the next time you connect. This will make the installation folder smaller in case you need to transfer the installation from one computer to another.

Event Log

In installations that have a large number of events captured in the event log, you may wish to split the event log. This makes the event log more manageable by only loading in the events that occurred since the last time the event log was split.

When you split the event log, you are telling AccessBase to only show the events that have transpired since the last time the event log was split.

To split the event log,

1. Click on **Split event log**.
2. Enter the date that you would like AccessBase to go back to and split the event log.
3. You will see a message telling you that the event log will be permanently split.
4. Click **OK**.

The event log will now be split from the date you specified forward. If you split the event log again, this sequence will be identified by the date entered in step # 2 as the beginning date and the date of the new split as the ending date. **NOTE:** The part of the event log up to the date of the split (i.e., the old event log data) is not lost. You can still select it from the Event Log Reports screen.



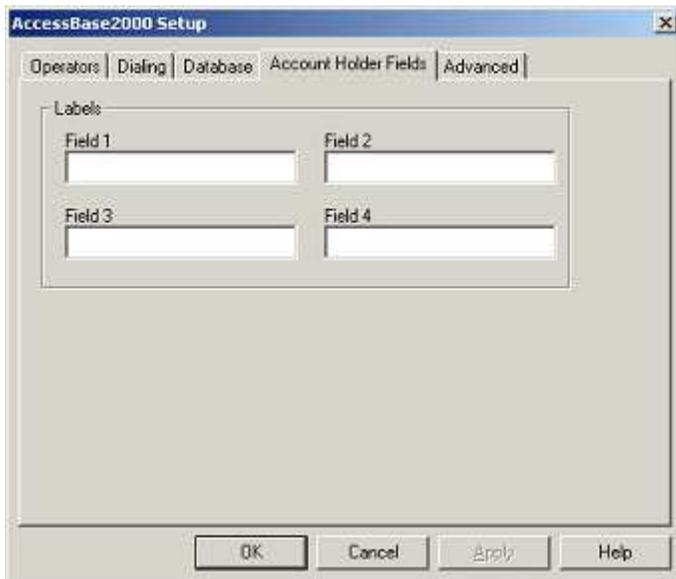
You may also clear the event log. This will permanently delete the entire event log database for this installation. Once cleared, events cannot be recovered.

To clear the event log,

1. Click on **Clear event log**.
2. You will see a message telling you that the event log will be permanently deleted. Click **OK**.

Account Holder Fields

There are four user definable fields provided that are displayed in the cardholder screen and in the Cardholder report.



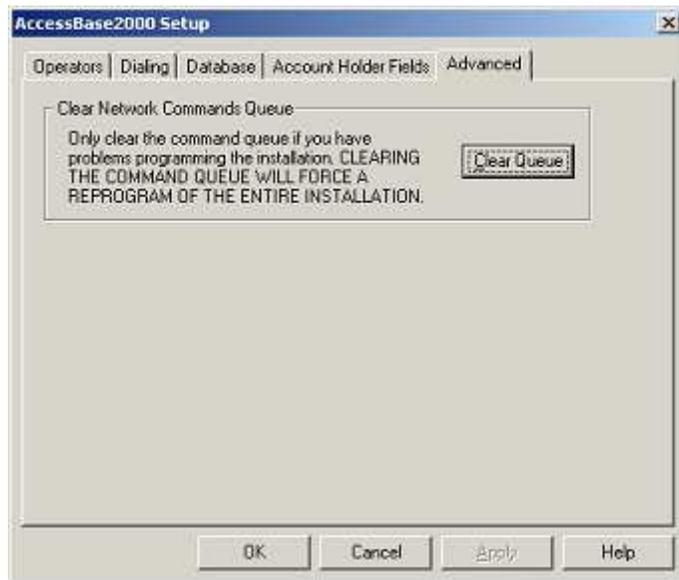
The **Account Holder Fields** allow you to add unique data for each cardholder, such as vehicle driven to work, vehicle color, license, etc.

Advanced

There may be times when AccessBase becomes out of synchronization with the installation. An example is trying to connect to a system when AccessBase has not been configured for the correct connection method. Evidence that the queue needs to be cleared is commands remaining in the command queue AFTER all programming is complete.

There are two methods of synchronizing AccessBase and the installation. **Clear the queue for the entire installation** or **clear the queue for a single node**. **Clear the Queue for the entire installation** will force AccessBase to reprogram the entire network the next time you connect to the installation. If you wish to clear the queue for an individual node, use the **Clear queue for this node** command found in the Network area. You should immediately follow this step by

reprogramming this node. This is accomplished by selecting **Reprogram entire node** in the menu selections for this node.



Clearing the queue will not erase any information at the controller. It simply resets AccessBase to the time when you last programmed the system.

To clear the queue for the entire network,

1. Click on **Clear Queue**.
2. You will see a message asking you to confirm that you want to clear the queue.
3. Click **Yes**.



4. Click on  to generate the network data and connect to the network to send the data.

To clear the queue for a single node,

1. Go to the **network screen**. (F2).
2. Click on the node whose queue needs clearing.
3. Click on **Program > Clear the queue for this node**.
4. You will see a message confirming that you would like to clear the queue and reminding you that you should reprogram the node to ensure that all information in the node is correct.

To reprogram a single node,

1. Go to the **network screen**, or press the **F2** key.
2. Click on the node that needs to be reprogrammed.
3. Click on **Program > Reprogram entire node**.



4. Click on  to generate the network data.
5. Connect to the network and send the data.

To connect to the network,



1. Click on the **On/Off-line with installation** button
2. When connecting to network **A** the **Connecting to [A] (YOUR INSTALLATION NAME)** dialog box will appear.
 - ▶ If you are connecting via direct connect, AccessBase will attempt to open the COM port.
 - ▶ If you are connecting via dial up, AccessBase will attempt to dial the phone number you entered in step # 8 of Network Setup.
3. Once connected, the SD & RD lights will flash indicating that AccessBase is polling the network and that the network is responding.

Disconnect after programming

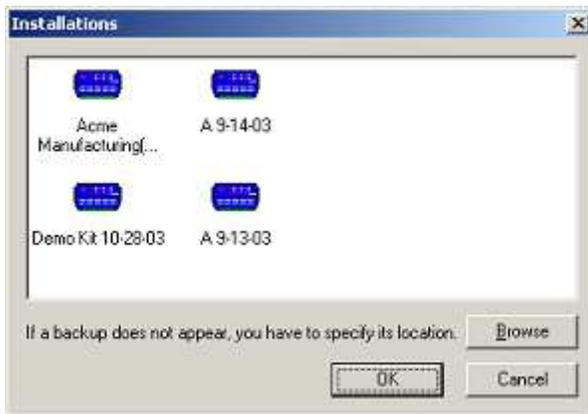
Click on to have AccessBase automatically disconnect from the network upon completion of programming duties.

Getting Started

Open Existing Installation

To open an existing installation,

1. Click on **File > Open OR (Ctrl+O)**.



2. Select from the list the installation that you wish to open.
3. Click **OK**.
4. AccessBase will now open the installation.

If you are opening an installation from another source, such as a Zip disk or floppy, you will need to use the **Browse** feature to locate the file. AccessBase is looking for a file with the extension ".abi". Once found, AccessBase will remember the location of the file. If you would like to make the installation available at a later date, it is suggested that you copy the installation to your local hard drive by using the Save As command.

You may **RIGHT CLICK** on an installation and select **Properties**.



You can now view the following additional information about the installation.

- ▶ **Name.** This is the name of the installation.
- ▶ **Path.** This is the actual location of the file.
- ▶ **Size.** This is the size of the installation. This includes all of the files created by AccessBase, such as the event log files. The installation files can become quite large over time. You may OPTIMIZE the database to make it smaller.
- ▶ **Last Modified.** This shows the date that the installation was last maintained.
- ▶ **Open.** This will say YES if the installation is currently open and NO if it is not.

You may also **RIGHT CLICK** on an installation and select **Copy** to copy the files to a different folder. Or select **Delete** to remove the icon from the window. Although the installation icon is deleted, the files and folders for the installation will **NOT** be deleted. Therefore you can **Browse** to them later if you decide to reopen them.

Create A New Installation

AccessBase ships with a demo installation called Acme Manufacturing (DEMO) to allow you to work with the program to become familiar with the features of AccessBase. While you may modify the demo installation, it is suggested that you create a new installation for the actual job.

To create a new installation,

1. Click on **File > New OR (Ctrl+N)**.

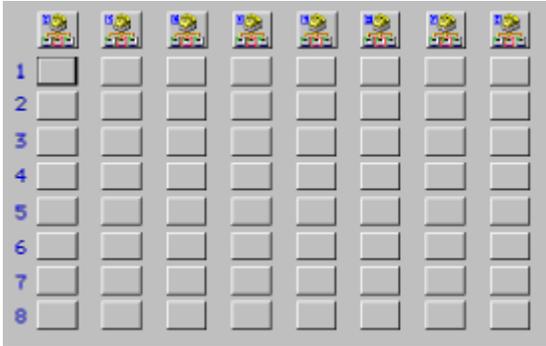


2. Type the name of the installation in the **New Installation** dialog box.
3. Click **OK**.

AccessBase will now open a new installation under the name that you entered above.

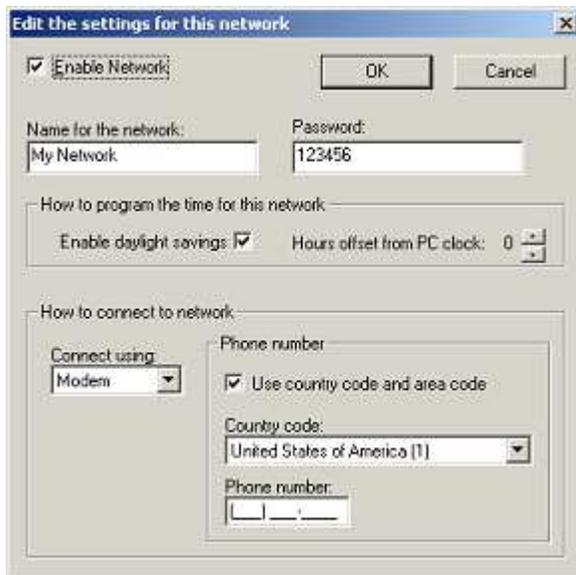
Communications Setup

The first thing that you should do after the new installation has been created is to configure AccessBase so it can communicate with the network.



To configure AccessBase for network communication,

1. Click on the (A) My Network icon.



2. Ensure that the **Enable Network** box is checked.
3. Type the name of the network in the **Name for the network** box.
4. Unless the password was changed manually at the controller, leave the password at **123456**.
5. If you are in daylight savings time, leave the **Enable Daylight Savings** checked. This setting is sent to all nodes in the network.
6. If you are programming a network that is in another time zone, use the **Hours offset from PC clock** to compensate for the difference in time between the network and the PC. Go up if the network is ahead in time and back if the network is behind in time. The network time is based on the time of the clock on your PC. Make sure that the clock and calendar is correct on your PC before you set the time of the network. Otherwise, any time zone related events, the time and date stamp of the events in your event log and in the monitor and control screen will be inaccurate.
7. In the **Connect using** box, select how you will be connecting to the network. Typically, a serial port (COM1 through COM8) will be selected if you are connecting via direct connect.

Select MODEM if you are going to be connecting via a dial up. In order to connect via a dial up, the controller that you will be connecting to must have a modem attached to it.

8. If you are connecting via modem, type in the phone number of the modem at the controller in the **Phone number** box.
9. Click **OK**.

Connect To The Network

You must connect to the network in order to be able to program or upload changes.

To connect to the network,



1. Click on the **On/Off-line with installation** button.
2. The **Connecting to A (YOUR INSTALLATION NAME)** dialog box will appear.
 - ▶ If you are connecting via direct connect, AccessBase will attempt to open the COM port.
 - ▶ If you are connecting via dial up, AccessBase will attempt to dial the phone number listed in step # 8 of Communications Setup.
3. Once connected, the SD & RD lights will flash indicating that AccessBase is polling the network and that the network is responding.



If this the first time that you have connected to the network you will need to configure the individual nodes.

Disconnect after programming

Check the box to have AccessBase automatically disconnect from the network upon completion of programming duties.

Node Setup

Install Nodes

Once connected to the network, you will configure the individual nodes of the network. When AccessBase connects to the network, it will poll each of the eight possible nodes to determine whether a node is present or not. A flashing icon will represent a node that is present and needs to be programmed.



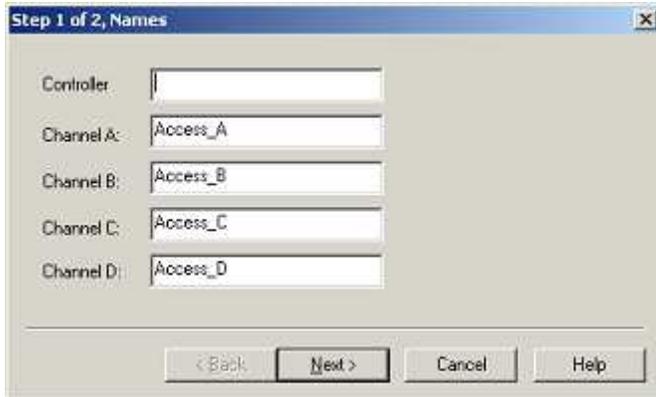
represents either an AE-1000, or an AE-2000, telephone entry system.



represents an AM-3 controller.

To program the node,

1. Click on the flashing icon and select **Install Panel**. The first of two dialog boxes will appear.



This **Names** dialog box allows you to enter a name for the node and its relays. **NOTE:** You do not have to name the node or relays at this time. You will have another opportunity in the RELAYS section of the node setup.

2. Click **Next**. The **Controller Setup** dialog box appears.



After a moment, you will see a notice telling you that after installing this node you must configure it. What you are actually doing is preparing the flash memory to accept the programming information from AccessBase. One of the steps in the process is to erase the flash memory.

3. Click **Finish**.
4. Repeat steps 1 – 3 for additional node for this network.



By this time, you will have seen the Program Network icon enabled. This indicates that AccessBase has data to send to the network.

Node Configuration

After you install the node, you may then configure the node. The Names screen is the first step. The names that you assign to the node will be used in the event log and monitor and control screens to identify where the events occurred.

In the Names screen, you will see the following:

► **Names.** You can name the node and its relays (channels).

► **Priority Access Passwords.** This is the 6 digit password that you will enter on your touch-tone phone to lock the relays assigned as Priority Access open. You may assign a relay to activate when a **Priority Access** command is received. **Priority Access** commands can be generated in several ways.

- a) From the toolbar in AccessBase. Click on the  icon on the toolbar to send the command to the network. This will force all relays assigned as **Priority Access** to lock open.
- b) From your telephone. If you have an AE-1000 or AE-2000 telephone entry system and a modem, you may call the system and enter a 6 digit password on your touch-tone phone followed by a single digit command. The password is programmed in the Password's tab for each node. The password type is called **Priority Access**. Left click the node and select **Node Setup > Passwords**.
- c) The following commands are available:
 - a) "9" will lock open all relays assigned as a **Priority Access** relay.
 - b) "5" will unlock all relays assigned as a **Priority Access** relay.
 - c) "1" will lock open all relays assigned as a **Priority Access** relay for one hour.

For example, if the Priority Access password is 123456, to lock the relays on for one hour, you will perform the following steps:

- 1) From any touch tone phone, dial the phone number of the modem.
- 2) When the modem answers the phone you will hear a series of handshake tones.

3) Enter 1 2 3 4 5 6 1 on your telephone keypad. You will hear an acknowledgement tone and the telephone entry system will then lock open all relays assigned as **Priority Access** for a period of one hour.

► **Integral Radio Direction.** This feature is not currently implemented. Leave at **NONE**.

► **Network Address.** The node was programmed with network address via local programming during the installation process. The number corresponds to the location of the icon in the Network Setting. For example, if it is the 4th node for network B, then the network node address will be '4'. The network node address cannot be changed from AccessBase.

► **Access Entry.** The box will be checked if the node is a Linear telephone entry system. AccessBase will automatically detect whether a telephone entry system is present. This cannot be changed from AccessBase.

► **Keypad Strikes and Out Allowed.** This is where you program the number of invalid keypad attempts before keypad lockout occurs. The keypad will remain locked for a period of 1 minute when the specified number of invalid attempts occurs. The number of invalid attempts before lockout is programmable between **0** and **7**. If you select **0**, then the feature is disabled.

► **Door Ajar Time in sec.** If you are monitoring the status of the door or gate, this is the amount of time that the door can remain open before a relay set for alarm is activated. When planning the Door Ajar Time, make sure that the time is greater than the typical door open time or the travel time for the gate.

► **Directory Subsets.** In networked installations with multiple AE-1000 or AE-2000 telephone entry systems, it is possible to determine which directory names are displayed on the individual telephone entry systems. Each cardholder can be assigned to any or all four **directory subsets**. This is done in the cardholder screen. Check the **directory subsets** that you would like to be displayed on this telephone entry.

Click **APPLY** after you have finished configuring the **NODE**.

Relays

In this section, you will configure the individual relays on the node.

Names | Relays | Modem | Passwords | Remote Device | Obstacle Transmitters | General

Select Relay:

A	[C4A] Access_A
B	[C4B] Access_B
C	[C4C] Access_C
D	[C4D] Access_D

Activation Time: 2 seconds

Telephone Digt: 9

Timing Mode: Time

Operation: Control

Associate Relay:

<input type="checkbox"/>	[C4B] Access_B
<input type="checkbox"/>	[C4C] Access_C
<input type="checkbox"/>	[C4D] Access_D

Assign auto-open time zones

	M	T	W	T	F	S	S	H	
0	<input type="checkbox"/>	3							
0	<input type="checkbox"/>	6							
0	<input type="checkbox"/>	9							
0	<input type="checkbox"/>	12							
0	<input type="checkbox"/>	15							
0	<input type="checkbox"/>	18							
0	<input type="checkbox"/>	21							

There are 4 relays on board. Each relay is programmed individually by clicking on the desired relay in the **Select Relay** box.

Here are the defaults:

Relay	Activation Time	Telephone Digit	Timing Mode	Operation
A	2	9	Time	N/A
B	2	5	Time	N/A
C	2	None	Time	Control
D	2	None	Time	Control

► **Activation Time.** Enter the amount of time that you want the relay to activate in seconds. The programmable values are **0 to 65535** seconds. Typically, a relay set to activate a mag lock or electric strike will be set for around 5 seconds. Two seconds is usually sufficient for the average gate operator.

► **Telephone Digit.** *This feature is only applicable to Linear Telephone Entry systems.* Select which key the user will have to press on their touch-tone phone to grant access on a telephone entry call. The programmable options are **NONE** or **1 – 9**.

► **Timing Mode.** This selects the mode of operation for the relay.

The options are:

Timed. The relay stays activated per the activation time.

Pulse. The relay will trigger for ¼ second.

Toggle. The relay will activate for the first activation and release on the next activation.

Latch. The relay will activate and remain activated until reset at the control or via AccessBase.

► **Operation.** This determines how the relay will function in the system.

The options are:

Control. In this mode, the relay will activate per the **Timing Mode** and **Activation Time**.

Shunt. If a relay is set for shunt, any of the other relays may be associated with this shunt relay. This shunt relay will activate and remain activated as long as any relay associated with it is activated.

Alarm. If a relay is set for alarm, any of the other relays may be associated with this alarm relay. This alarm relay follows the door ajar input of any of the relay associated with it. The door ajar input changes when the door or gate remains open past the setting for DoorAjarTime on the **Names** tab.

Obstacle. If set for obstacle, the C relay will activate if an MGT is programmed into OBTx1 senses an obstruction. The D relay will activate if an MGT programmed into

OBTx2 senses an obstruction.

CCTV. *This feature is only applicable to Linear Telephone Entry systems.* When talking to a visitor via the telephone entry system, the user can press “5” on their touch-tone phone to activate the relay set for **CCTV**. A CCTV camera at the entry point could then send an image back to the resident. CCTV equipment sold separately.

► **Assign auto-open time zones.** You can assign time zones to automatically lock open and unlock the relays at a specific time. You can assign up to four time zones per relay. For example, you have an entrance door or gate that you want to lock open in the morning when everyone is coming to work and again when they are going home from work. You will create a time zone that has a period that opens the gate in the morning and a period that opens the gate in the afternoon. The time zones are set up in the **GLOBAL > TIME ZONES** area.

Once you have created an auto lock & unlock time zone, you assign it to a relay by clicking the up or the down arrow next to one of the four available time periods. Up to four time zones, each with four periods, can be assigned per relay.

Click **APPLY** after you have finished configuring the **RELAYS**.

Modem

This configures the modem port on the node.



Names	Relays	Modem	Passwords	Remote Device	Obstacle Transmitters	General
Termination String: <input type="text" value="ATHD"/>						
Init string 1: <input type="text" value="ATH0E0S0=0Q0&G17&H2"/>						
Init string 2: <input type="text" value="ATHD"/>						

The modem is only used for remote programming and not for direct connects..

► **Termination String.** This is factory set for the LinModem.

► **Init String #1.** This is factory set for the LinModem.

► **Init String #2.** This is factory set for the LinModem.

Passwords

These are the passwords for the node.



It is highly recommended that you change these passwords. This will prevent unauthorized access to the system.

► **Remote Access.** This changes the password for programming the system via the RS-232 port. If you are using AccessBase, you are programming through the RS-232 port.

To change the **Remote Access** password,

1. Enter in the new password in this area.
2. Program the network with these changes. After programming the network with the new password, the next time you connect to the network, it will expect to see the password entered in step # 1.
3. Change the password in the **Edit the settings for this network** area in Network Setup to the one entered in step # 1.

► **Programming.** This changes the local (keyboard) programming password for the node.

Click **APPLY** after you have finished configuring the **PASSWORDS**.

Remote Device

You can connect up to 6 remote devices to a node. On the remote device, there is a rotary switch that is used to set each device to a unique device address. During installation, the remote device should have been assigned a unique device address.

Names Relays Modem Passwords Remote Device Obstacle Transmitters General									
Device	Control Channel	Direction	Enable Option				Name		
			A	B	C	D			
DV1: Keypad	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
DV2: Radio	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
DV3: None	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
DV4: None	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
DV5: None	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
DV6: None	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
DV7: Phone	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
DV8: <small>Reader A</small> Wiegand26	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
DV9: <small>Reader B</small> Wiegand26	[C3A]Access_A	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			

The different types of remote devices and the device types that they are associated within AccessBase are:

Device Category	Select AccessBase Device	Options / Notes
Keypad	AM-KP Entry Keypad	YES
Radio	AM-RRR Remote Radio Receiver	NONE
Radio	AM-RPR Remote Proximity Receiver	NONE
Phone	Keypad on AE-1000 or AE-2000	YES
Wiegand26	AM-CRI Card Reader Interface	NONE
Wiegand30	AM-CRI Card Reader Interface	NONE
Wiegand31	AM-CRI Card Reader Interface	NONE

In this area you will assign the remote device to a relay (Control Channel), enable options (if available) and give the remote device a name.

► **DV1 – DV9.** Each remote device will have a unique device address set during installation. **DV1** through **DV6** and **DV8 & DV9** are possible device addresses. **DV8** is used for type **Reader A** and **DV9** is used for type **Reader B**. Remote device **DV7** is used for type **PHONE only** and is always assigned to the keypad found on an AE-1000 or AE-2000.

► **Device.** This is where you tell AccessBase what device category the remote device falls into. The types of devices and their categories are listed above.

► **Control Channel.** This is where you tell the device which relay to activate when it receives a valid credential input (e.g. a card swipe). You can have more than one device activate the

same relay, but you cannot make a device activate more than one relay.

► **Direction.** This is not used at this time.

► **Enable Option.** Currently the AM-KP and the PHONE are the only remote devices that have programming options.

The AM-KP options are (Check to enable):

OPTION A: Keypad beeps ON.

OPTION B: Downlight timing ON. You can set a time in the Time & Calendar area to have the keypad's built-in downlight come on off at a certain time.

OPTION C: Downlight always ON. If enabled, will cause the downlight to remain on 24hours a day. **Selecting Option C will override Option B.**

OPTION D: Keypad beeps ON.

The PHONE (**DV7**) option is (check to enable):

OPTION D: Keypad Activates dual relays. Enable OPTION D to allow entry codes entered on the keypad on AE-1000 or AE-2000 to activate specific relays.

If the control channel for DV7 is set to **RELAY A** entry codes ending with an EVEN number will activate RELAY A. Entry codes ending with an ODD number will activate RELAY B.

If the control channel for DV7 is set to **RELAY C**, entry codes ending with an EVEN number will activate RELAY C. Entry codes ending with an ODD number will activate RELAY D.

► **Name.** This is where you give the device a name. The name will be used in the event log and monitor and control screens to identify the device.

To configure a **Remote Device**,

1. Determine what device address (DV) the remote device is set to by looking at the rotary switch on the device itself.
2. Click on the corresponding DV (**DV1 – DV9**) and select what **category** the device fits into. DV7 is the exception as it is permanently assigned to device category PHONE.
3. Select which relay you want the remote device to activate.
4. **Access Direction** is not used at this time. Leave it at **NONE**.
5. Select which options you would like to enable for the device.
6. Enter a name for the device.

Click **APPLY** after you have finished configuring the **REMOTE DEVICES**.

Obstacle Transmitters

You can program up to two MGT safety edge transmitters into a node.

► **OBTx1.** Enter in the facility code and ID code of the MGT that you would like to have activate **RELAY C** when triggered. Relay C must be configured for Obstacle in the Relay Operation area.

► **OBTx2.** Enter in the facility code and ID code of the MGT that you would like to have activate **RELAY D** when triggered. Relay D must be configured for Obstacle in the Relay Operation area.

Click **APPLY** after you have finished configuring the **OBSTACLE TRANSMITTERS**.

Node General

► **Version.** This shows the version numbers for the panel firmware and the database. The panel type is also displayed.

Global

Validation Groups

Validation Groups, often called security levels, allow you restrict the access of a cardholder by date/time and door. In addition, you can enable anti-passback for the validation group. Typically validation groups are set up for groups of people with the same access requirements. For example, you can have a validation group that allows the employees that work the day shift in a plant to have access to the main entrance during the day, but not on weekends. This same group, once inside the building, can have access to the tool room or the cafeteria only during the hours you specify in the validation group. AccessBase supports 31 different validation groups.

In this area, you assign the components of the validation group; Time Zones, Door Schedules and Anti-passback. You modify the components in their own area.

► **Validation Group X.** X represents the validation groups number 1 – 31. Use the up or down arrow to go to a different validation group. You will see the current **Name**, **Time Zone**, **Door Schedule** and **Anti-passback** selection for each validation group.

NOTE: **Validation Group 0** will allow access 24 hours a day, 7 days a week, holidays and all doors. Use Validation Group 0 if you do not wish to restrict access.

► **Name.** You can enter a name that best describes the validation group. The name given here will show up in the cardholder area.

► **Time Zone.** You can assign up to four different time zones per validation group. The time zone determines what days of the week and what time during the day the person has is supposed to have access.

NOTE: **Time Zone 0** will allow access 24 hours a day, 7 days a week and holidays. If you do not wish to restrict access by date or time, leave the Time Zone at 0 in the Validation Group.

► **Door Schedule.** The door schedule allows you to restrict the access of the cardholder to certain doors.

NOTE: **Door Schedule 0** will allow access to all doors. If you do not wish to restrict access by door, leave the Door Schedule at 0 in the Validation Group.

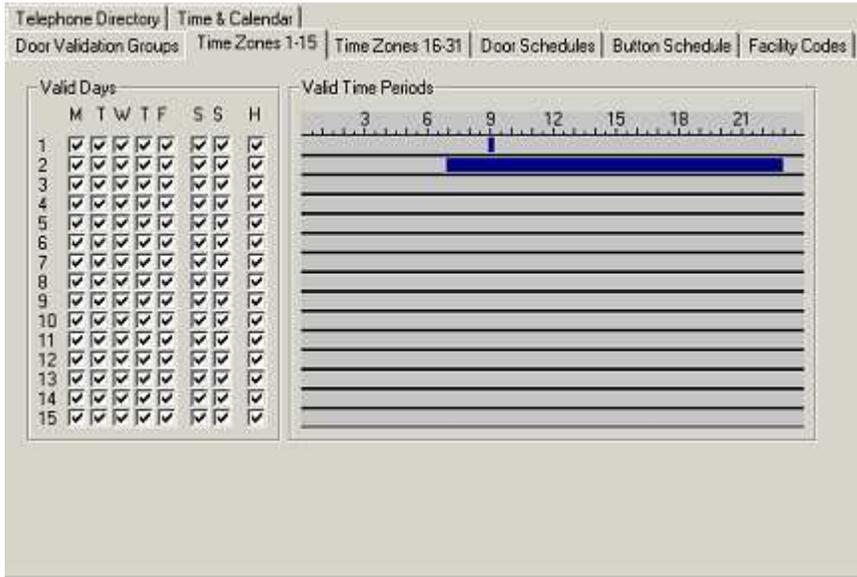
► **Anti-passback.** Anti-passback helps to prevent cardholders from using the same credentials to gain unauthorized access. This is particularly helpful in installations with keypads.

► **Anti-passback time.** AccessBase incorporates the 'timed' anti-passback method. The time is programmable from **NONE** to **4 minutes**.

► **Timed Anti-passback. Once the user has been granted access, the user must wait until the anti-passback time expires before they will be allowed access again.**

Time Zones

Time Zones perform two functions in AccessBase. A time zone can be used to restrict the access of the cardholder by day and time. A time zone can also be used to hold open a door or gates via an auto open time zone. In addition, holiday schedules can be implemented to allow unique access requirements for holidays.



AccessBase supports up to 31 different time zones. Each time zone can have up to four periods. The periods allow you to utilize one time zone to accomplish four actions during a 24-hour period. For example, if you want to lock a gate open in the morning from 6:00 A.M. until 8:00 A.M. and from 3:00 P.M. until 6:00 P.M., you can accomplish this with one time zone by creating a period for the morning and a period for the afternoon.

► **Valid Days.** This is where you select which days of the week you want the time zone to be active. Your choices are Monday through Sunday and Holidays. Holidays are created in the Time & Calendar area.

► **Valid Time Periods.** This is where you enter the different time periods for the time zone. If you move the mouse cursor over a time zone it will display a message "Right-click to add time period". Time is kept in 24 hour format i.e. 0000 – 2359. To delete a time period, double left-click on a time period and set it to 00:00. Or left-click the highlighted blue bar at the right edge, hold down the mouse button and slide it left. For 24 hour access (no restrictions) do not create a period.

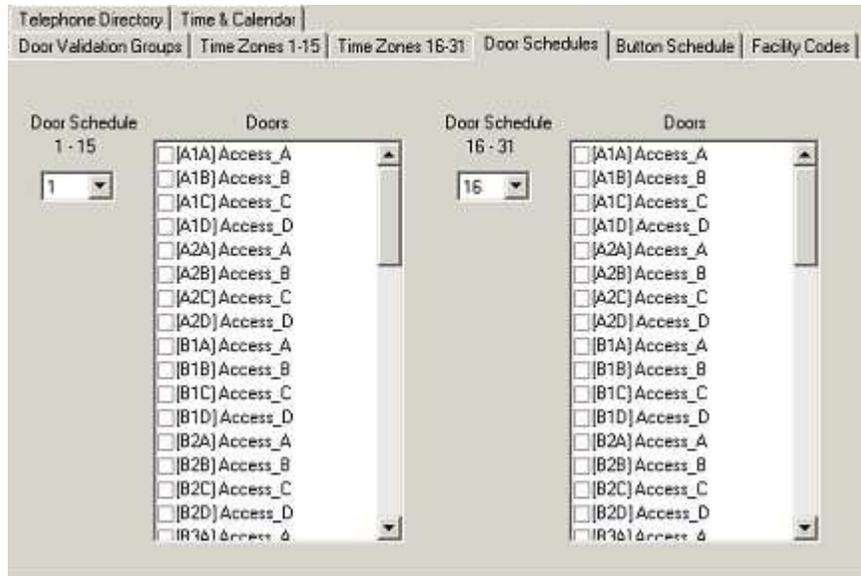
To create a **Time Zone**,

1. Since all days are active by default, select the days that you do not wish the time zone to be active by clicking on the checkbox corresponding to day and removing the check.
2. RIGHT CLICK anywhere in the **Valid Time Periods** bar for the time zone that you are creating and enter the period. RIGHT CLICK again to create another time period for a maximum of 4 periods per time zone. **NOTE:** DOUBLE LEFT CLICK on a time period bar to edit that specific time period. Enter 00:00 to 00:00 to delete the time period.

Click **APPLY** after you have finished configuring the **TIME ZONES**.

Door Schedules

Door Schedules allow you to restrict the access of the cardholder to certain doors (relays).



AccessBase supports up to 31 different door schedules.

► **Door Schedules.** Click here to select one of the 31 available door schedules from the drop down menu to configure.

► **Doors.** If there is more than one node present within the network, you will have the ability to restrict access to each door via the door schedule.

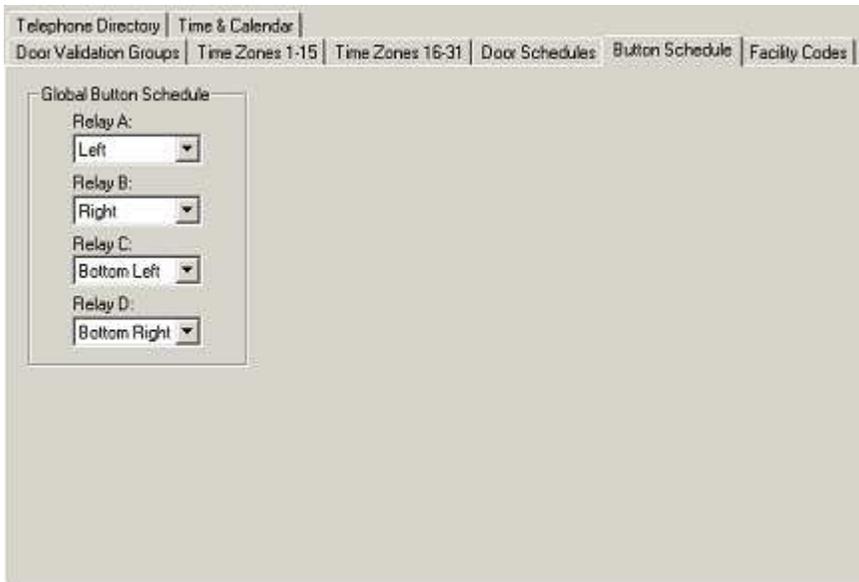
To create a **Door Schedule**,

1. Select the door schedule that you wish to configure.
2. Select the doors that you wish the door schedule to allow access. The restricted doors will have a check next to them. Leave the doors unchecked if you do not wish to restrict access.

Click **APPLY** after you have finished configuring the **DOOR SCHEDULES**.

Button Schedule

Button Schedules allow you to change the way multiple button transmitters react within the system. By default, a two-button transmitter will activate the A & B relays. A four-button transmitter will activate all four relays. Using button schedules, you can reconfigure the relays to have them activate via a button instead of via the default.

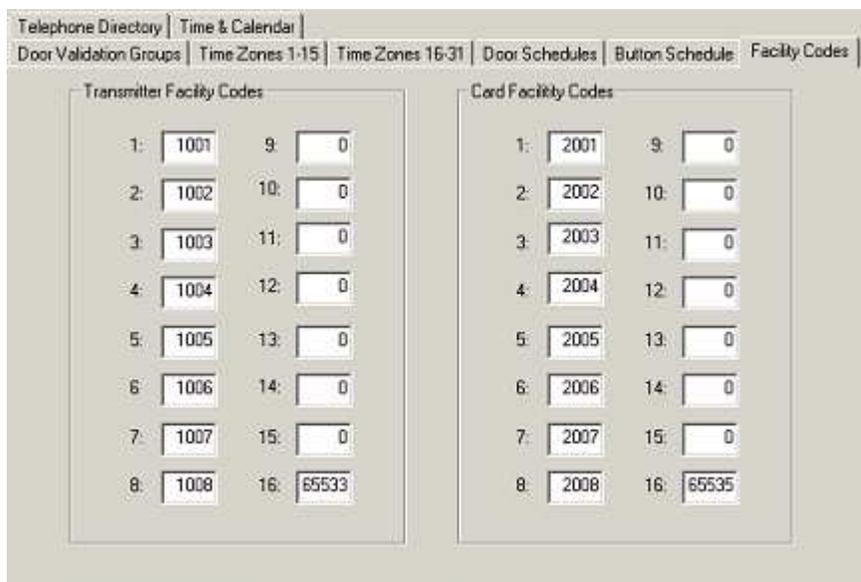


This is an advanced feature that should only be used when necessary.

Click **APPLY** after you have finished configuring the **Button Schedule**.

Facility Codes

The facility codes are used to incorporate an additional level of security for transmitters and cards. By setting the facility codes, you are telling the system to look at the facility code in addition to the actual transmitter or card ID code to determine whether access should be granted or not.



► **Transmitter Facility Codes 1-16.** Enter the facility codes in the boxes for later assignment to either a block of transmitters, or an individual transmitter. All transmitters in the same block will have the same facility code. The Credentials area can then be used to select up to four

codes for each block of transmitters, or individual transmitter. You will be given the opportunity, when adding transmitters, to pick from any of the facility codes that you enter in the 16 boxes.

► **Card Facility Codes 1-16.** Same protocol as Transmitter Facility Codes

You may leave the facility code at zero and the system will ignore the facility code.

Click **APPLY** after you have finished configuring the **FACILITY CODES**.

Telephone Directory

This section applies to AE-1000 or AE-2000 Telephone Entry systems ONLY.

If you have a Linear AE-1000 or AE-2000 unit, you will configure it in this section. Most programming steps have defaults in place that allow you to be up and running quickly.

#	Display Message	Alignment
0	LINEAR ACCESS	Center
1	NODE 1	Center
2	HOLD # IN TO	Left
3	SEE DIRECTORY	Left
4	# TO GO FORWARD	Left
5	* TO GO BACKWARD	Left
6	OR ENTER CODE ON	Left
7	KEYPAD TO DIAL	Center
8	PRESS * IF BUSY	Left
9	OR NO ANSWER	Center
10	SYSTEM	Center
11	IS DIALING	Center
12	THANKS FOR USING	Left
13	LINEAR SYSTEMS	Center
14	ACCESS GRANTED	Center
15	PLEASE ENTER NOW	Left
16	SYSTEM IN USE	Center

► **Talk Time.** The talk time is how much time the resident has to communicate with the guest via the telephone entry system. The talk time is programmable to between 0 and 255 seconds.

► **Postal Key Door.** If a postal switch is installed in the telephone entry system, the **Postal Key Door** tells the controller which relay to activate.

► **PBX Dialing Digit.** If the system is connected to the phone company through a PBX and you have to dial a certain digit in order to get an outside line, you may select this digit (0-9) here. When you assign a directory code to a cardholder, you will not have to account for the PBX dialing digit in order to get an outside line.

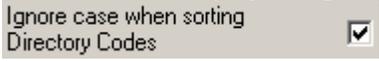
You have several options available to allow you to customize the telephone entry system to suite your needs.

► **Directory Code Length.** This sets the length of the directory codes that are displayed on the unit. For example, if you have 600 residents with directory codes, you will need at least a 3 digit directory code length.

► **Directory Begins At.** When a guest approaches the telephone entry system and they press

the # key to enter the directory mode, you can have the directory start in the beginning (A) or the middle (M).

► **Ignore case when sorting directory codes.** The default is for directory codes to be sorted so that all letters of the same type are grouped together regardless of case. For example, all names beginning with either 'A' or 'a' will be displayed together at the panel. However, if you

remove the check mark from  the names will be sorted by their ASCII codes. For example, 'A' (65), 'B' (66), .. 'Z' (90), 'a' (97).

► **Display Messages.** You can edit the messages that are displayed on the telephone entry system. Each line of the message box is assigned a number (0-39). Realistically, the only part of message that you will want to change are message # 0 & message # 1. For example, you can change message # 0 to read Welcome To and message # 1 to read the name of your development.

TO CHANGE THE DISPLAY MESSAGES,

1. Click on the message that you would like to edit.
2. Enter the new message on the form.
3. Click Center in the **Alignment** column if you would like for AccessBase to automatically center the message on the display.
4. Use **Select Message Set** after you have edited the message text to assign a "set number". The number of sets is eight and each node in your installation can be associated with a given set.

Click **APPLY** after you have finished configuring the **TELEPHONE DIRECTORY**.

To assign a **message set** to a node,

1. Go to the Node Configuration screen.
2. Left click the icon for the node that you want to assign a **message set** number.
3. Select the **Names** tab and use **Display Message Set** to select a set number from 1-8.

Time & Calendar

The Time & Calendar allows you to create holiday schedules for use in Validation Groups and Relay Auto-Lock & Unlock Schedules. In addition, if the option is enabled, you can set the time schedule for the downlight on AM KP Entry Keypads to go on and off a specific time.

► **Downtime On/Off Time.** This will set the time that the downtime on the AM-KP will come on and go off. The option must be enabled in the AM-KP's set up. Enter the time in 24 hour format.

You can have up to 24 expiring and 24 non-expiring holidays.

► **Expiring Holidays.** An Expiring Holiday is a Holiday that will only work once. An expiring holiday could be an event that falls on the same DAY of the week every year.

► **Non-Expiring Holidays.** Non-Expiring Holidays will be effective on the same day every year. Typically non-expiring holidays fall on the same DATE every year.

To **create** Expiring and Non-Expiring Holidays,

1. Find the date that you would like to make a holiday on the calendar.
2. Click **Add** next to Expiring Holidays to create an Expiring Holiday or click **Add** next to Non-Expiring Holidays to create a non expiring holiday.
3. Repeat steps 1 and 2 above to create additional holidays.

To **delete** an expiring and non expiring holidays,

1. Select the holiday that you would like to delete.
2. Click on **Delete**.
3. Repeat steps 1 and 2 above to delete additional holidays.

Click **APPLY** after you have finished configuring the **TIME & CALENDER**.

Credentials

Transmitters

There are two categories of transmitters – **block** and **individual**. The transmitters also contain a

Facility Code. The combination of the two gives each transmitter its own unique identification.

Block transmitters are added as a range of transmitters with starting and ending numbers. AccessBase supports up to 24 blocks. Each block can contain up to 1900 transmitters.

Individual transmitters are added one at a time. AccessBase supports up to 20,000 **individual transmitters**.

In order to be able to assign transmitters to cardholders, the transmitters must first be programmed into AccessBase. Transmitters are programmed into AccessBase in the Credentials area. To get to the Credentials area, go to **SETUP > CREDENTIALS** or press the **F4 key**. Once in the Credentials area, click on **Block Transmitters** - or **Individual Transmitters**.

NOTE: You will need to assign the transmitter to a cardholder to associate a transmitter with a validation group. Up to four validation groups are assigned to each **cardholder set**. Therefore every cardholder will have the same restrictions that belong to the selected validation group(s).

The screenshot displays two windows from the AccessBase software. The top window, titled 'Transmitter Blocks', contains a table with columns for 'Block', 'Start', 'End', 'Name', and 'Facility Codes'. Below the table are two buttons: 'Add Xmtr Block' and 'Delete Xmtr Block'. The bottom window, titled 'All Transmitters', contains a table with columns for 'Transmitter No', 'Facility Codes', 'Cardholder', 'Cardholder Set', and 'Status'. At the bottom of this window, there is a 'Show All Transmitters' button, a 'From' field with the value '1', a 'To' field with the value '109951162775', and a radio button selection for 'Individual' (selected) and 'Block'.

Block transmitters are provided in Block Code format. The transmitters are sequentially coded in the manufacturing process. You will need to know the starting and ending numbers for the block.

To program a block of transmitters,

1. Click on **Add Xmtr Block**.
2. Give the block a descriptive name in the **Name for this block** field. This will show up on transmitter reports.
3. Enter the starting number for the block in the **Transmitter Block Start** field.
4. Enter the ending number for the block in the **Transmitter Block Ending** field.
5. Select up to four facility codes from the list of 16.
6. Click **OK**.

Individual transmitters are assigned individual codes which are non-sequential.

TO PROGRAM AN INDIVIDUAL TRANSMITTER,

1. Click on **Add Individual Xmtr.**
2. Enter the transmitter ID (or number) in the **Transmitter ID** box.
3. Select up to four **facility codes** from the list of 16
4. Click **OK**.

NOTE: The codes next to each of the 16 facility code check boxes are set in the Global network settings area. To get to the this screen, go to **Setup > Global network settings**, or press the **F7** key. Then click the **Facility Codes** tab.

Transmitters are not enabled until you assign them to a cardholder. You may enable a transmitter without assigning it to a cardholder in the **All Transmitters** window. The **All Transmitters** window also allows you to view which transmitters have been assigned, enabled or suspended.

To view the transmitters that are programmed into AccessBase,

1. Enter the range of transmitters that you would like to view. Leave the range at **0** to **1099511627775** to view all transmitters.
2. Click **Show All Transmitters**. The individual transmitters will be highlighted in blue.

TO ENABLE A TRANSMITTER WITHOUT ASSIGNING IT TO A CARDHOLDER,

1. Click on the transmitter that you wish to enable.
2. Click on **Suspended** to deselect the option.
3. Click **OK**.

Cards

There are two categories of cards – **block** and **individual**. The cards also contain a Facility Code. The combination of the two gives each card it's own unique identification.

Block cards are added as a range of cards with starting and ending numbers. AccessBase supports up to 24 blocks. Each block can contain up to 1900 cards.

Individual cards are added one at a time. AccessBase supports up to 20,000 **individual cards**.

In order to be able to assign cards to cardholders, the cards must first be programmed into AccessBase. Cards are programmed into AccessBase in the Credentials area. To get to the

Credentials area, go to **SETUP > CREDENTIALS** or press the **F4** key. Once in the Credentials area, click on **Block Cards** - or **Individual Cards**.

NOTE: You will need to assign them to a cardholder to associate a card with a validation group. Up to four validation groups are assigned to each **cardholder set**. Therefore every cardholder will have the same restrictions that belong to the selected validation group(s).

The screenshot shows two windows from a software application. The top window is titled "Card Blocks" and contains a table with columns: Block, Start, End, Name, and Facility Codes. Below the table are two buttons: "Add Card Block" and "Delete Card Block". The bottom window is titled "All Cards" and contains a table with columns: Card No, Facility Codes, Cardholder, Cardholder Set, and Status. Below this table are a "Show All Cards" button, a "From:" field with the value "1", a "To:" field with the value "1099511627775", and a legend with a blue square for "Individual" and a black square for "Block".

Block cards are provided in Block Code format. The cards are sequentially coded in the manufacturing process. You will need to know the starting and ending numbers for the block.

To program a block of cards,

1. Click on **Add Card Block**.
2. Give the block a descriptive name in the **Name for this block** field. This will show up on card reports.
3. Enter the starting number for the block in the **Card Block Start** field.
4. Enter the ending number for the block in the **Card Block Ending** field.
5. Select up to four **facility codes** from the list of 16.
6. Click **OK**.

INDIVIDUAL CARDS ARE ASSIGNED INDIVIDUAL CODES WHICH ARE NON-SEQUENTIAL.

TO PROGRAM AN INDIVIDUAL CARD,

1. Click on **Add Individual Card..**
2. Enter the card ID (or number) in the **Transmitter ID** box.

3. Select up to four **facility codes** from the list of 16
4. Click **OK**.

NOTE: The codes next to each of the 16 facility code check boxes are set in the Global network settings area. To get to the this screen, go to **Setup > Global network settings**, or press the **F7** key. Then click the **Facility Codes** tab.

Individual cards are not enabled until you assign them to a cardholder. You may enable a card without assigning it to a cardholder in the **All Cards** window. The **All Cards** window also allows you to view which cards have been assigned, enabled or suspended.

To view the cards that are programmed into AccessBase,

1. Enter the range of cards that you would like to view. Leave the range at **0** to **1099511627775** to view all cards.
2. Click **Show All Cards**. The individual cards will be highlighted in blue.

TO ENABLE A TRANSMITTER WITHOUT ASSIGNING IT TO A CARDHOLDER,

1. Click on the transmitter that you wish to enable.
2. Click on **Suspended** to deselect the option.
3. Click **OK**.

Entry Codes

You can view all assigned Entry Codes in the Credentials area by clicking the **Entry Codes** button.

Entry Codes are assigned to each cardholder in the Cardholder Sets area. To get to the Cardholder Sets area, go to **VIEW > CARDHOLDER SETS**, or press the **F5** key.

Entry Codes			
Entry Code	Cardholder	Cardholder Set	Status

Directory Codes

If you have a Linear AE-1000 or AE-2000 unit, you may view all assigned Directory Codes in the Credentials area by clicking the **Directory Codes** button.

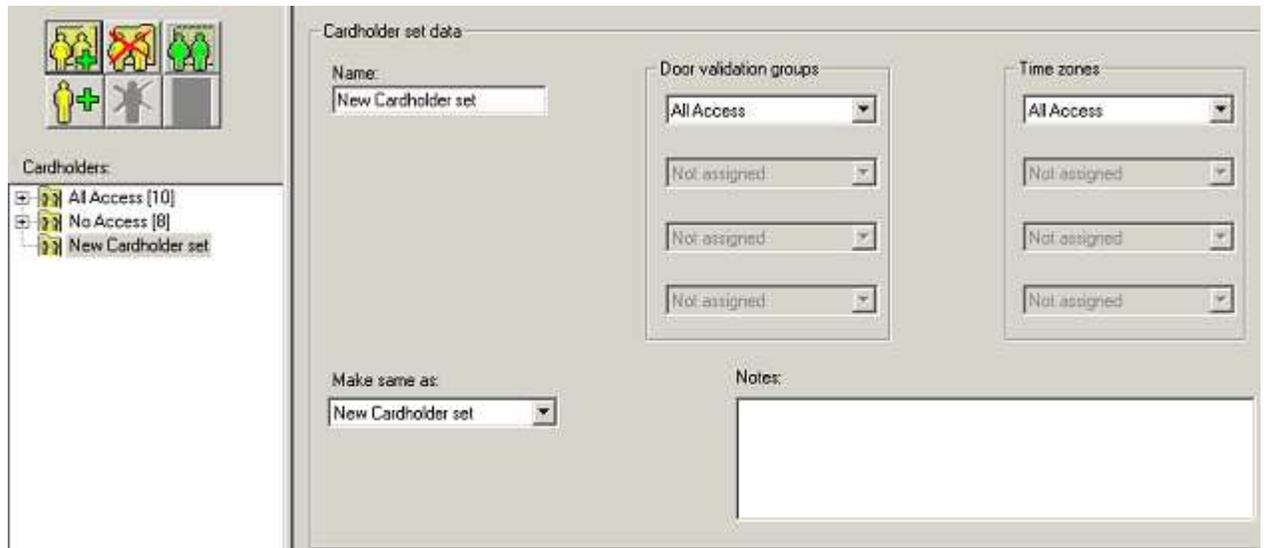
Directory Codes are assigned to each cardholder in the Cardholder Sets area. To get to the Cardholder Sets area, go to **VIEW > CARDHOLDER SETS** or press the **F5** key.

Telephone Directory					
Dir. Code	Cardholder	Tenant Name	Telephone #	Directory Subsets	Ext. talk time

Cardholders

Cardholder Sets

Cardholder Sets allow you to organize the cardholders into groups. A cardholder set uses the same validation group for all cardholders in the set. You may want to create a cardholder set for cardholders that share the same access requirements, such as, day shift and night shift if you are using AccessBase in an industrial application. In a gated community application, you may want to create a cardholder set for residents, a cardholder set for employees and a cardholder set for vendors. If you add cardholder sets such that certain cardholders need access rights from multiple sets, you may add the same cardholder to multiple sets.



The number to the right of the cardholder set is a count of how many cardholders are within the set.

To create a cardholder set,



1. Click on the Create a New Cardholder Set icon .
2. Enter in a name for the new cardholder set in the **Name** field.
3. You may type in a description of the cardholder set in the **Notes** field.
4. You may select door validation groups (up to four) from the **Door validation groups** fields. The door validation groups, and their door schedules, are defined in the tab **Door Validation Groups** of the **Global Network Settings** area. To get to the **Global Network Settings** area, go to **SETUP > GLOBAL NETWORK SETTINGS** or press the **F7** key.
5. You may want to bypass the four **Door validation groups** fields if you only need to assign time zone access rights. Up to four time zones are available in the **Time zones** fields. The 31 possible time zones, and their respective time zone periods, are defined in the tabs **Time Zones 1-15** and **Time Zones 16-31** of the **Global Network Settings** area. To get to the **Global Network Settings** area, go to **SETUP > GLOBAL NETWORK SETTINGS** or press the **F7** key.

- If you want a new cardholder set to assume the same validation groups (or time zones) that have been assigned to an existing set, simply select the existing set from

Make same as:

All Access

Rules for Validation Groups and Time Zones:

- You may assign up to 4 different validation groups and 4 different time zones per cardholder set.
- Validation group 0 is for 24/7 access to all doors.
- The time zones are disabled (or overridden) whenever a time zone assignment exists in **any** of the 4 validation groups.

You may suspend a cardholder set by selecting the set and clicking on



You may also delete a cardholder set by selecting the set and clicking on



Cardholder Maintenance

In this area, you will create and maintain cardholders. After you create a cardholder, you can assign credentials (e.g., cards and transmitters) to the cardholder. You may also set an expiration date, or you may suspend or delete an assigned credential. For example, you may suspend a transmitter that was assigned to a cardholder that was previously added.

Cardholders for Main Gate

First Name: Middle: Last Name: Automobile:

First Name: Last Name:

Street: Parking Space:

City: State: Zip Code: Postal Box:

Home Phone: Work Phone:

Expiration (12:00 a.m.)

Never expires

Credentials:

Transmitters

Cards

Entry Codes

Directory Codes

► **Cardholder Data.** Enter the name and address of the cardholder, along with the home phone and work phone. If you have set up the account holder fields, you may enter data in these fields. For example, you may enter a cardholder's make of automobile.

► **Expiration.** You may automatically suspend all credentials assigned to a cardholder by selecting in the date that you would like for the cardholder to expire. At midnight of the date

selected, the cardholder will be suspended automatically. You may reinstate the cardholder at any time by changing the expiration date or switch the cardholder to non-expiring by checking **Never expires**.

► **Credentials.** In the credentials area, you may assign credentials to the cardholder. Credentials can be **transmitters, cards, entry codes** or **telephone directory codes**. You may assign more than one credential type and more than one of each credential to a cardholder. For example, a cardholder could have two entry codes and three cards.

Rules for Credentials:

Transmitters. Transmitters in blocks must first be programmed into AccessBase before you can assign them to cardholders. The exception is individual transmitters which can be added (i.e., assigned) from the cardholder's area.



Simply click on  and enter the new transmitter number.

All Linear controllers contain a built in radio receiver, so adding transmitters usually does not require additional hardware. If you go to assign a transmitter to a cardholder and none appear in the drop down box, you need to program more into AccessBase in the Credentials > Block Transmitter area. If you surrender a transmitter, the transmitter is once again available for issue. If the transmitter is suspended, or lost, it will not be available for reissue.

Cards. Cards must first be programmed into AccessBase before you can assign them to users. The exception is individual cards which can be added (i.e., assigned) from the cardholder's area.



Simply click on  and enter the new card number.

Card readers and card reader interfaces are required for cards. If you go to assign a card to a cardholder and none appear in the drop down box, you need to program more into AccessBase in the Credentials > Cards area. If you surrender a card, the card is once again available for issue. If the card is suspended, or lost, it will not be available for reissue.

Entry Codes. You need Linear's AM-KP entry keypads installed in order to utilize the entry codes capabilities of AccessBase. If you are installing Wiegand keypads by another manufacturer, you will enter the codes in via the card area. Consult with Linear Technical Services for application assistance when using keypads other than the AM-KP.

Directory Codes. In order to assign directory codes to cardholders, you must first initialize the directory codes in the Telephone Directory area. By default, AccessBase will copy the first name, last name and home phone number from the Cardholder Data fields and assign the next available directory code. You may change this information if needed.

To create a cardholder,



1. Click on the Create New Cardholder icon . The name of the cardholder set (e.g., "Staff") will appear above the boxes where the name is entered.

Cardholders for Staff

First Name:	Middle:	Last Name:
<input type="text" value="First Name"/>	<input type="text"/>	<input type="text" value="Last Name"/>

2. Fill in the cardholder's name, address etc. in the cardholder data fields. Assign Expiration date and fill in account holder fields if needed.
3. Assign credentials to the cardholder using the rules mentioned above.
4. Click APPLY.

Repeat steps 1 – 4 to create additional cardholders.

You may delete a cardholder by selecting the cardholder and clicking on .

You may manually suspend a cardholder by clicking on . Click again to reinstate.

Cardholder Icons:

 Normal

 Suspended

 Expired

Reports

Event Log Report

The Event Log Report is a powerful tool that provides a history of the activities on the network.

To view the Event Log Report click  on the AccessBase toolbar. Then select Event Log Report. Or simply press the **F6** key.

Before you run an event log inquiry, it is recommended that you connect to the network and

download the event log. Click on  and AccessBase will connect to each node in the network and download their events.

To get to the Event Log report area, go to **VIEW > EVENT LOG REPORT**, or press the **F6** key.



You may run a full event log report by clicking on **All Event Report**. Access Base will display ALL of the events that have occurred in the network.

You may run a filtered event log by clicking on **Generate Filtered Report**. A filtered report can incorporate 5 different filters to customize your event log and to make it more manageable.

These are SUMMARY filters, meaning that AccessBase uses a summary of all filters that are selected.

For example, you could,

1. Select **Access Granted** from the **Types** tab.
2. Select door **[A1A] Access_A** from the **Doors** tab.
3. Click on **Generate Filtered Report**.

All access granted activity for this door will appear in the report. All other events will be filtered out and not displayed. Another example is to filter the event log to only show the activity of a certain door on certain days.

The filters that are available are the following:

Dates. You may specify only the dates that you want AccessBase to look at for creating the event log report.

Types. Types allow you to tell AccessBase which types of events you want in your event log report.

Doors. You can tell AccessBase to only pay attention to certain doors within your installation.

Cardholders. You can concentrate your efforts to only extract the events of certain cardholders.

Operators. Operators are events that are generated by the system or whoever is maintaining the system.

Click on  to clear all filters. Often times, an effort to generate a filtered report

that does not provide the desired results can be attributed to an errant filter being applied. Use the **Uncheck All** command to reset all filters.

In installations that have a large number of events captured in the event log, you may wish to Split Event Log. This makes the event log more manageable by only loading in the events that occurred since the last time the event log was split.

You may print out the event log if you have a printer that is recognized by Windows installed on the computer.

Transmitters Report

The Transmitters Report shows you which transmitters are programmed into AccessBase and whom the transmitters are assigned to.



To view the Transmitters Report click on the AccessBase toolbar. Then select Various Reports.

► **Blocks.** Select Blocks to see the different blocks of transmitters.

► **All.** Select All to see who you have assigned transmitters to.

The following column headings will be displayed when a report of transmitter blocks is selected:

Block	Start	End	Facility Codes	Name
-------	-------	-----	----------------	------

These columns can be sorted by clicking on any of the column headings. This sort feature applies to all report types listed below (e.g., **Cards**, **Cardholders**, **Entry Codes**, etc.)

You may print out the transmitter report if you have a printer that is recognized by Windows installed on the computer.

Cards Report

The Cards Report shows you which cards are programmed into AccessBase and whom the cards are assigned to.



To view the Cards Report click on the AccessBase toolbar. Then select Various Reports.

► **Blocks.** Select Blocks to see the different blocks of cards

► **All.** Select All to see who you have assigned cards to.

You may print out the card report if you have a printer that is recognized by Windows installed on the computer.

Cardholders Report

The Cardholders Report shows you which cardholders are in the system, along with their pertinent data.



To view the Cardholders Report click on the AccessBase toolbar. Then select Various Reports.

► **Cardholders.** This will show you the status of the cardholders, their address, phone numbers and account holder data (if any). Click on **Include Credentials** to see all of this information PLUS which credentials are assigned to the cardholder.

You may print out the cardholder report if you have a printer that is recognized by Windows installed on the computer.

Entry Codes Report

The Entry Codes Report shows which entry codes are in the system and whom the entry codes are assigned to.



To view the Entry Codes Report click on the AccessBase toolbar. Then select Various Reports.

You may print out the entry code report if you have a printer that is recognized by Windows installed on the computer.

Directory Codes Report

The Directory Codes Report shows which directory codes are in the system. For each directory code, you will see the name that appears on the telephone entry, the telephone number that the telephone entry will dial and whether or not the directory code has extended talk time enabled.



To view the Directory Codes Report click on the AccessBase toolbar. Then select Various Reports.

You may print out the directory code report if you have a printer that is recognized by Windows installed on the computer.

System Report

The System Report is a troubleshooting tool that displays exhaustive information about how the system is programmed. It also displays the memory status of all of the controllers in the installation.



To view the System Report click on the AccessBase toolbar. Then select Various Reports.

You may be asked to run this report if the system is not functioning as you would expect.

You may print out the system report if you have a printer that is recognized by Windows installed on the computer.

Utilites

Save As

The Save As utility allows you to make a copy of a single installation. You may copy the installation to another folder on your hard drive. Or you may copy the installation to another source, such as a CD-ROM or a floppy disk. Typically the installation files are going to be greater than 1.44 MB, so you will need to use a file compression utility such as WinZip to compress the data. Since the installation files are database files, you will get good results with the file compression utility and will be able to fit the average size installation on a single floppy disk. If you have Internet access, connect and go to <http://www.winzip.com> to download the latest version of WinZip.

To save an installation to another location,

1. With the Installation that you wish to copy open, go to **File > Save As**.



2. Typically you will want to use the name that appears in the dialog box. However, if you want to change the name, enter the new name in the **Name** field.
3. Enter the location that you would like to save the installation to in the **Location** field. Use the **Browse** button to save the installation to a location other than the one listed. For example, you can save the installation to the Desktop so it would be easier to find while using a file compression utility to compress the file to a size that will fit on a floppy disk or is easier to e-mail.
4. Click **OK**.

NOTE: If you are copying the installation files to be used on another computer, use the **File > Open** command to open the installation on the new computer. Click the **Browse** button to locate the installation files on the floppy disk. Once you have opened the installation repeat steps 1- 3 above to save the installation on the new computer.

Backup & Restore

The Backup and Restore utilities will make a copy of the complete AccessBase environment. This includes all installations that are recognized by AB2000 and any Windows Registry entries that AccessBase2000 has made. Use the Backup and Restore utilities to backup everything associated with AccessBase. Use the Save As utility to copy or move single installations. **NOTE:** Do not use the RESTORE command from within an active installation.

TO BACKUP:

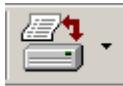


1. Click on .
2. Select Backup.
3. Click **Start Backup** to save the Backup file to the default location of C:\Program Files\AccessBase2000\Backups OR you may use the **Browse** button to save the backup to a location other than the one listed. For example, you can save the backup to the Desktop where it would be easier to find while using a file compression utility to compress the file to a size that will fit on a floppy disk or is make it easier to e-mail.

TO RESTORE:

1. Before you do a Restore, Create a new installation. This step is necessary because you cannot restore from within an active installation.



2. Click on .
3. Select Restore.
4. Select the Backup file that you wish to restore from.
5. Click OK.

AccessBase will now restore the entire environment to the state that it was in when the backup was created.

Set Date & Time

The Date & Time utility will set the date and time of the network to match that of the computer. Before using this command, make sure that the date and time on your computer is correct.

To set the date and time for the network,

1. Connect to the network.



2. Click on .

The date and time stamp applied to the event log and real time events monitoring will be correct.

Download All Memory

The Download All Memory is a trouble shooting tool that will allow you to connect to and diagnose individual nodes of networks. This tool can also be used by a computer other than the one that is maintaining the system. Once downloaded, a program called AccessView will come up and allow you to view the various settings. You will not be able to view the actual cardholder names since the names are not stored on the node. The actual names are stored in the actual computer that is maintaining the system. The user of the computer that is maintaining the system can run a report from the Cardholder Reports area that will give you an

index number that corresponds to the index that appears in AccessView.

To Download All Memory,

1. Make sure there are no commands in the queue, then Connect to the network.
2. Click on the node and go to **Setup > Download All Memory**.
3. You will see AccessBase download the contents of the controller's flash memory. This process can take anywhere from 3 to 10 minutes.
4. Once the download is complete, AccessView will open up and you will be able to view the information from the node.

AccessView allows you to VIEW the information from the node. Any changes MUST be performed from the computer that is currently maintaining the installation.

NOTE: When using this tool from a computer other than the one that is maintaining the



system, do not click on . This will reprogram the network with the information from your computer. This will overwrite the current information at the network. The system will no longer function as desired. If this occurs, you will have to connect to the



network with the computer that normally maintains the installation and press the to reprogram the installation with the correct information.

Auto-Update & Auto-Backup

When you add AccessBase to your Windows Task Scheduler you can perform the following tasks automatically depending on which switch you choose. (See below for switch options \A and \B.) If AccessBase is already running when the Task Scheduler attempts to run a second instance, the first instance will be closed.

Auto-Update (switch \A)

- Program the network (i.e., add to the network queue) if the *Program Network* button was highlighted when AccessBase was last closed.
- Connect to the network and send all commands in the queue.
- Download the event log for all networks.

Auto-Backup (switch \B)



Backup your installations in the same way as clicking on when you are running AccessBase.

Task Scheduler

AccessBase can be added to the Task Scheduler from the Control Panel.

1. Go to the **Start > Settings > Control Panel** and select **Scheduled Tasks > Add**

Scheduled Task.

2. In the Scheduled Task Wizard select Linear AccessBase2000, then click **Next**. Alternatively, you can use the **Browse** button to select AB200.EXE. If you use the **Browse** button, see the note below.
3. Select the button named **Daily**, then click **Next**.
4. In the Time and Day dialog you can use the defaults by clicking **Next**.
5. If you are prompted for a password and you do not have a password you need to go to the User Accounts applet in the Control Panel and create a password. Otherwise you cannot run AccessBase from the Task Scheduler.
6. After entering your password click **Next**.
7. Now click **Finish**.

The command line switches **\A** and **\B** can be added using the following steps:

1. Go to **Start > Programs > Accessories > System Tools > Scheduled Tasks**. (You can make this a desktop icon by right-clicking and sending the shortcut to the desktop.)
2. After you open Scheduled Tasks, right-click on the AccessBase task in the *Scheduled Tasks* window that is displayed and select **Properties**.
3. In the 'Run' window type **\A**, then click **OK**. This will cause AccessBase to auto-update the last installation you used.

Auto-Update - Last Opened Installation

Auto-Update: This argument is used to run the selected action on the last opened installation automatically. Notice that the Task Scheduler Wizard creates the path in DOS 8.3 format.

Example: C:\PROGRA~1\ACCESS~2\AB2000.exe \A

Auto-Update - Minimized: This argument is used to run the selected action on the last opened installation automatically and **minimized**.

Example: C:\PROGRA~1\ACCESS~2\AB2000.exe \AM

Auto-Update - Specific Installation

Auto-Update: This will run the selected action on a specific installation automatically. Note: You cannot auto-update a specific installation with AB.EXE minimized.

Example: C:\PROGRA~1\ACCESS~2\AB2000.exe "Acme Manufacturing(DEMO)\Acme Manufacturing(DEMO).abi"

Auto-Backup

Auto-Backup: This will run the selected action automatically.

Example: C:\PROGRA~1\ACCESS~2\AB2000.exe \B

Auto-Backup - Minimized: This will run the selected action automatically and **minimized**.

Example: C:\PROGRA~1\ACCESS~1.52\AB2000.exe \BM

Note:

If you use the **Browse** button to select AB2000.EXE, then the Scheduled Task Wizard will enclose the path and filename in double-quotes. For example,

```
"C:\Program Files\AccessBase2000\AB2000.exe"
```

Therefore, the command line arguments must be placed outside the double quotes in the 'Run' window. For example,

```
"C:\Program Files\AccessBase2000\AB2000.exe" \A
```

or

```
"C:\Program Files\AccessBase 2000\AB2000.exe" "Acme Manufacturing(DEMO)\Acme Manufacturing(DEMO).abi"
```

Task Scheduler Log

AccessBase will record the Auto-Update & Auto-Backup activities in a log file named Task Scheduler Log. It is located within the root folder of AccessBase. The default location is C:\Program Files\AccessBase2000. In addition, a shortcut to the Task Scheduler is created and placed in the Start Menu. Clicking on this shortcut will open up Windows Notepad where the contents of Task Scheduler Log can be viewed.

Administrators and Operators

Administrators have unlimited access to all features of AccessBase.

Operators have restricted access to AccessBase. These restrictions are defined by an Administrator in **Setup > AccessBase > Operators**.

Network

Network refers to the system that AccessBase will be programming. A network can consist of one to eight controllers (nodes) connected together either directly via RS-485 or dial-up via modem.

Direct Connect

Use the A2C/DB-9 cable if your COM port is a 9-pin and an A2C/DB-25 if your COM port is a 25-pin style.

Most computers sold today come with at least one 9-pin connector and it is usually assigned to COM1 or COM 2.

Dial Up

Since AccessBase uses the same modem that other programs on your computer uses, if you can connect to the Internet chances are your modem will work fine with AccessBase.

Modem

In order to eliminate possible compatibility issues, Linear strongly recommends that you use a LinModem at the controller.

Nodes

Nodes refer to the individual controllers found within the network.

Program Network Overview



Anytime you see the Program Network  enabled, there is data to be sent to the network. In addition, an icon  will be placed in your system tray to serve as a visual reminder. This will remain even if AccessBase is minimized. You must be on line with the network in order to program the network

► **Door Validation Groups.** You can assign each cardholder set up to four different validation groups. It may be necessary to create and assign multiple validation groups in applications that require all cardholders (in a cardholder set) to have access to different doors at different times. For example, in a gated community application, you may want the residents to have access to the main gate 24 hours per day, 7 days a week. At the same time, the residents may only have access to the clubhouse during the hours of 8 AM to 8 PM Monday through Friday and from 8 AM to 10 PM on weekends and holidays. To accomplish this task you would do the following:

1. Create a **validation group** named Gate. Create a door schedule for just the gate. Assign that door schedule to the Gate validation group. Do not assign a time zone to the Gate validation group. By not assigning a time zone, the Gate validation group will have 24/7 access to the specified door or doors.
2. Create a **validation group** named Clubhouse – Weekday. Create a door schedule for just the doors in the clubhouse. Assign the door schedule to validation group named Clubhouse – Weekday. Create a time zone for the days Monday – Friday and the time of 8 AM to 8 PM. Assign that time zone to the Clubhouse – Weekday validation group.
3. Create a **validation group** named Clubhouse – Weekend. Assign the door schedule created in #2 above for the doors in the clubhouse. Create a time zone for Saturday, Sunday and Holidays with the time period of 8 AM to 10 PM.
4. Assign the 3 validation groups – Gate, Clubhouse – Weekday and Clubhouse – Weekend to a cardholder. That cardholder will now have access to the gate 24/7 and the clubhouse 8 AM to 8 PM on weekdays and 8 AM to 10 PM on weekends.

Click **APPLY** after you have finished configuring the **VALIDATION GROUPS**.

MGT

Wireless supervised gate edge transmitter. An edge sensor, such as a tape switch or a safety edge is connected to the MGT. When the edge sensor strikes another object, the MGT sends a signal to the controller. The controller supervises the MGT for battery, status and tamper. Any of these events will cause the MGT report the trouble condition to the controller.

Door Ajar Time

The amount of time that the door can remain open before a relay set for alarm is activated.

Extended Talk Time

When enabled, the cardholder / directory code will be allowed double the amount of standard talk time.

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