



FM PLUS DAC manual

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FM PLUS DAC

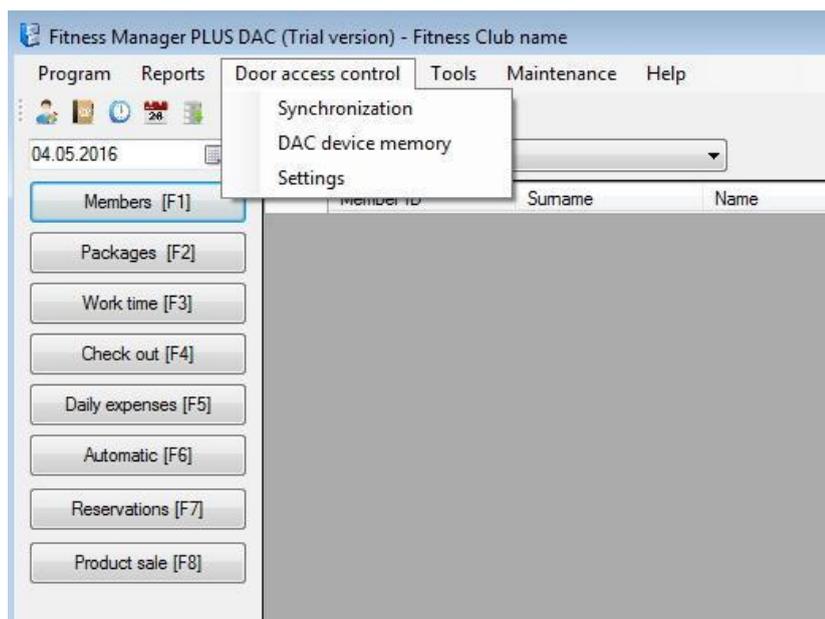
FM PLUS DAC is Fitness Manager version which supports „Door access control“ .
This version works with door access control systems from popular brand [ZKTeco](#).

SETTING THE SYSTEM

First connect your PC on which Fitness Manager is installed to **Door access control system** using network or serial cable.

Setting the connection

To set Fitness Manager to work with DAC go to **Tools -> Door access control -> Settings**.



By default using the door access system in FM is disabled. When everything is connected you can enable it. After that you can set parameters (IP address or COM port) for connecting to the DAC system and test connection. If the connection is successful, click on OK and restart FM to update changes.

In case of DAC device malfunction you can always disable using door access mode in FM.

Access work mode

The work mode you can set in DAC settings on the **Behavior** tab. There are 2 work modes in FM:

1. **DISABLE ACCESS BY DELETING MEMBERS.** In this mode member access is disabled by deleting members from the DAC device which means that only active members are stored in DAC memory all the time. If you use just RFID cards for access, this is the preferred mode. If you use it for Fingerprint or Face recognition then you should save Fingerprint and Face templates to FM database and choose templates uploading to DAC.
2. **DISABLE ACCESS BY DISABLING MEMBERS.** In this mode member access is disabled just by disabling members in the DAC device. This means when a member is uploaded to a DAC device he will stay there all the time and just his status will change (Enabled/Disabled). This mode is not supported on all devices.

RFID card number same as Member ID

RFID card numbers are always uploaded to DAC device and cannot be empty.

In the DAC settings window on the **Behavior** tab you can check the option **RFID is the same as Member ID** and the program will automatically always enter **Member ID** in the **RFID field**.

Use this option if you do not plan to use RFID cards.

Show member FMID

In DAC device each member must have an ID. This ID in FM is called member FMID. FM gives each member FMID automatically. Member FMID number is not an RFID number. Also it is not a Member ID.

This number is uploaded to DAC device together with member's data and by that number FM recognizes member in DAC device.

This is why you need to add all members for which you wish to control the access only through FM. If you add a member to DAC manually it will probably have an ID number different from the one FM gave to the member and FM will not be able to recognize it.

Register each check-in as new visit

In FM by default, member can enter the gym multiple times in one day. All those visits in one day are counted as one visit. The reason for this is that in some buildings the bathroom or the bar are out of the Gym. So if a member has a limited number of visits, multiple entries in one day would consume the number of visits allowed. Because of this, the expired package will not sync with the DAC device immediately.

If you want to restrict that member can enter the gym only once in one day, just go to **DAC settings->Behavior** and check the box for “**Register each check-in on the same day as a new visit**” option.

After that each check-in will be counted as a new visit and if the package expires it will be immediately synced with the DAC device.

HOW ACCESS CONTROL WORKS

Enabling access to members

Before adding a new package to the member you need to add RFID card numbers to the member.

Keep in mind that this action will not add that member to the DAC device. **Only after you add a new package to the member, FM will upload the member's data to the DAC device and grant access to the gym to that member.**

Disabling access to members

Every day when you start Fitness Manager, it will check the list of members with expired packages. Fitness Manager will **delete or disable** all members that have no active packages from DAC device. This way access to the gym is disabled for those members.

Extending expired package

If you wish, you can enable access to the member whose package expired by changing the **End date** in FM for this package.

Member check-in

When a member swipes the card on the DAC device, the member's visit will be saved in the FM database so you can track it later through various reports. Also the visit will be shown immediately on the FM main window.

If you add a package by mistake

If you add a package to the member by mistake, you can delete it. When you delete it, FM will check if a member has any other active package. If not, his access will be disabled.

If you wish that only admin can extend the package **End date** or delete the purchased package you can set that in **Tools->Program users->Groups**

DATA SYNCHRONIZATION WITH DAC DEVICE

Automatic synchronization

In FM all synchronization with DAC devices is automatic. You don't need to do manual synchronization. Manual synchronization is used only if automatic synchronization with the DAC unit fails for some reason.

The most important thing is that you close FM each day at the end of working time and open it the next day when you start working. This is because when you open FM for the first time on a new day, FM checks and flags expired packages.

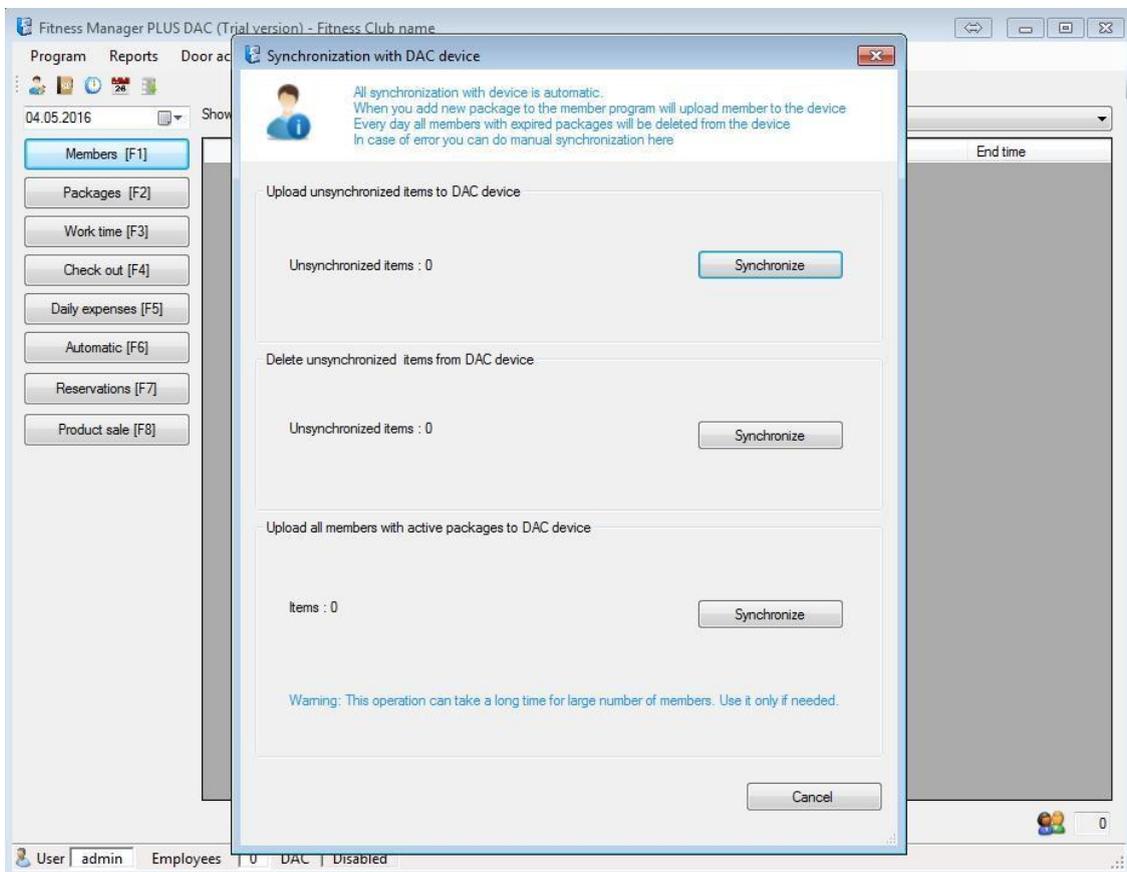
If you don't close FM each day at the end of the day, the expired packages will not be flagged and prepared for synchronization. In that case nothing will be synchronized since expired packages are not flagged.

Manual synchronization

If for some reason, member uploading or deleting to DAC unit fails (DAC unit turned off, cable unplugged or RFID number is empty), those changes will be saved in the program but they will not be synchronized with DAC.

After fixing the problem you can go to **Door access control-> Synchronization** and choose **Upload unsynchronized items** or **Delete unsynchronized items** to synchronize data with DAC.

There is also an **Upload members with active packages** option . This option uploads all members with active packages to DAC. Use this option just once to initialize data.



Single member manual synchronization

If you want to synchronize just one member you can do it when you open the member profile and click on **Sync with DAC** button.

The screenshot shows a software window titled "Members and Packages". At the top, there is a search instruction: "Type in Member ID and press Enter or click Members button to select the member. Package status: A - Active, I - Expired, P - Paused". Below this is a "MEMBER INFO" section with various input fields for personal details. To the right of these fields is a placeholder for a member's photo. Below the photo are "Edit [F7]" and "Measurements [F10]" buttons. The "PACKAGES" section features a dropdown menu set to "Active and paused packages" and a table of package details. Below the table are several action buttons: "New [F2]", "Edit [F3]", "History [F6]", "Renew [F9]", "Payments [F4]", "Receipt [F8]", "Sync with DAC", "Check in [F5]", and "Cancel". Summary statistics for the package are shown as "Days left 30", "Visits left 8", and "Debt 0,00".

MEMBER INFO

MEMBER ID: 1

Members [F1]

First name: Karl, Last name: Urban

Date of birth: 05.04.2010, Gender: M

Address: Baker street 12, London

Phone: 023/444-333

Email: [Empty], Send mail

Discount group: Regular, Discount[%]: 0

Trainer: [Empty], Payment type: PR

Additional info: Example member, Medical Issues: [Empty]

PACKAGES

Active and paused packages

Total debt: 0,00

Package	Start date	End date	Visits	Price	Paid	Status
AEROBIK 1/8	29.03.2019	28.04.2019	8/0	40,00	40,00	A

Days left: 30, Visits left: 8, Debt: 0,00

Buttons: New [F2], Edit [F3], History [F6], Renew [F9], Payments [F4], Receipt [F8], Sync with DAC, Check in [F5], Cancel

DAC DEVICE MEMORY READING

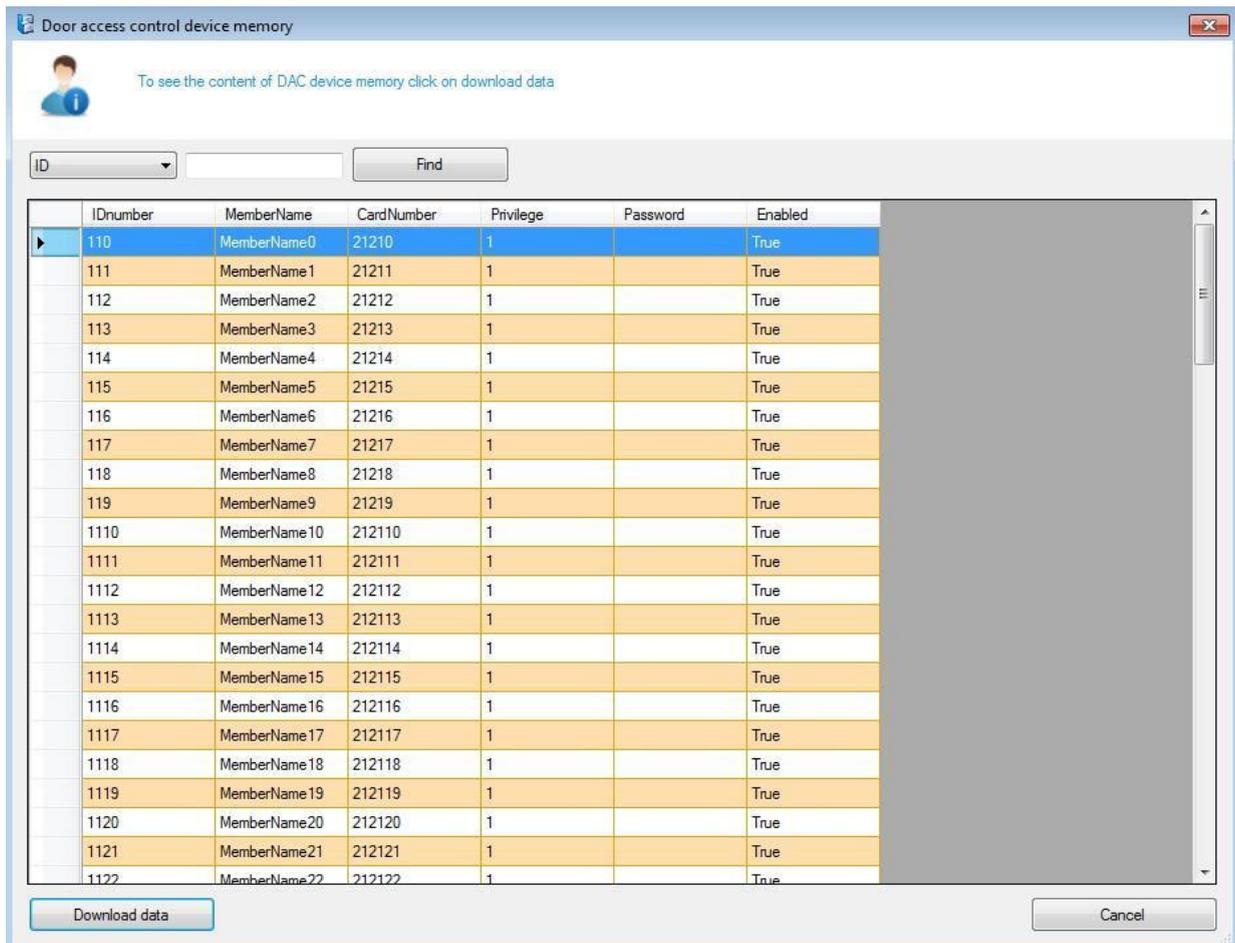
This option enables you to see what data FM has transferred to DAC device memory. This means you can see members which are currently stored in the DAC device and what status they have.

To see that, click on **Door access control ->Dac device memory** and then click on **download data** button.

Members that have the value **True** value in the **Enabled** column, can access the gym.

If the selected work mode is **Disable access by disabling members**, disabled members will be shown with **False** value in the Enabled column.

If the selected work mode is **Disable access by deleting members**, disabled members will not be shown in the table since they are deleted when the package expires.



FINGERPRINT AND FACE RECOGNITION

When you add a package to the member, FM will upload the member's data to the DAC device.

After that, you need to find that member in the DAC device and add a Fingerprint or Face scan to the member using the ZKTeco system. **Members must be added to the DAC device only through FM, not added manually or via some other ZKTeco software. This is very important because FM gives its own FMID number to each member.**

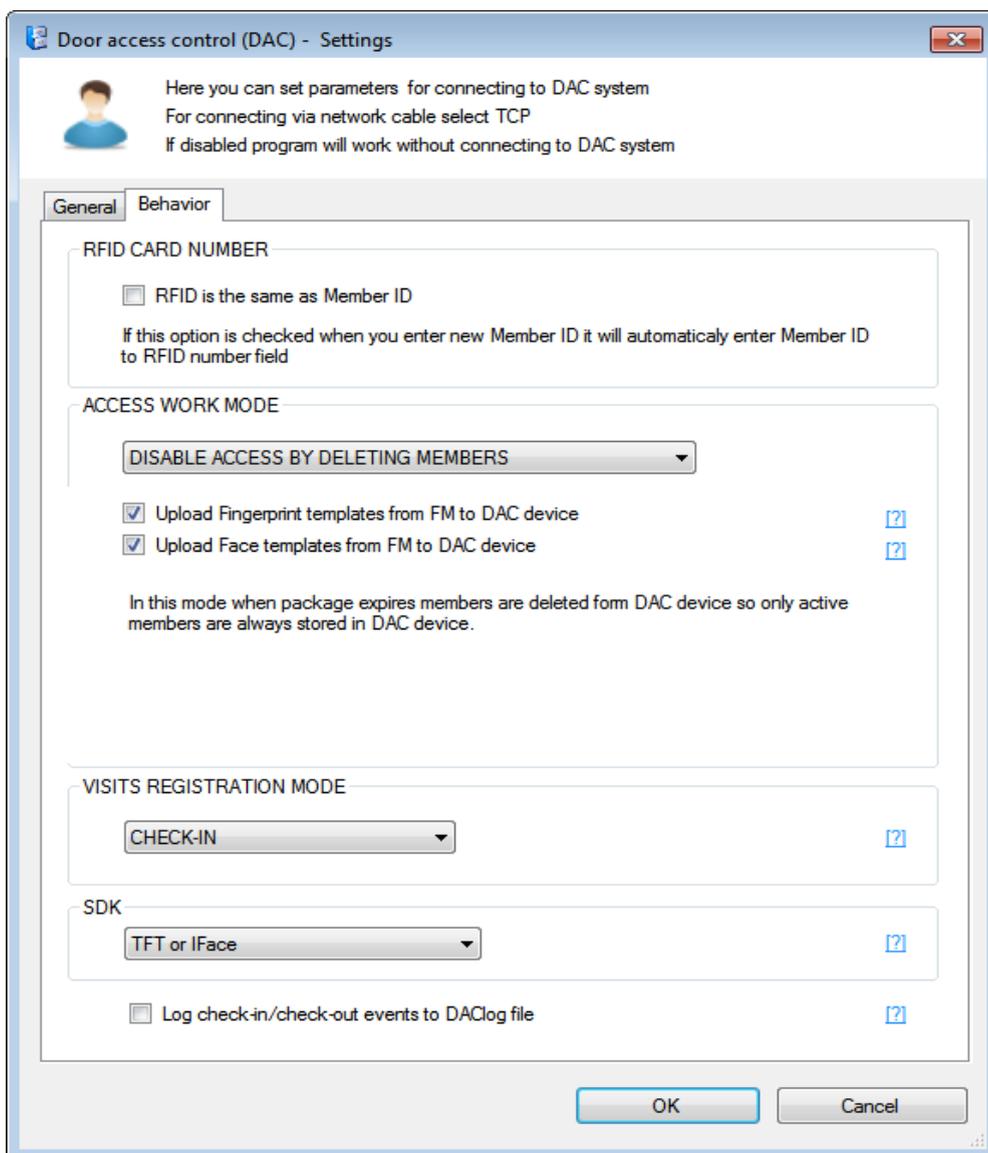
When member checks-in on DAC device using Fingerprint or Face scanning, DAC device will tell to FM that member with that ID number has checked-in. That is how FM knows which member has checked-in.

Disable access by deleting members

In this mode member access is disabled by deleting members from the DAC device which means that only active members are stored in DAC memory all the time. In this mode all member data is deleted from DAC including Fingerprints and Face scans.

To set it this mode go to **Door access control->Settings** then click on **Behavior** tab and in **Mode** section select **Disable access by deleting members**. Click OK and restart the application.

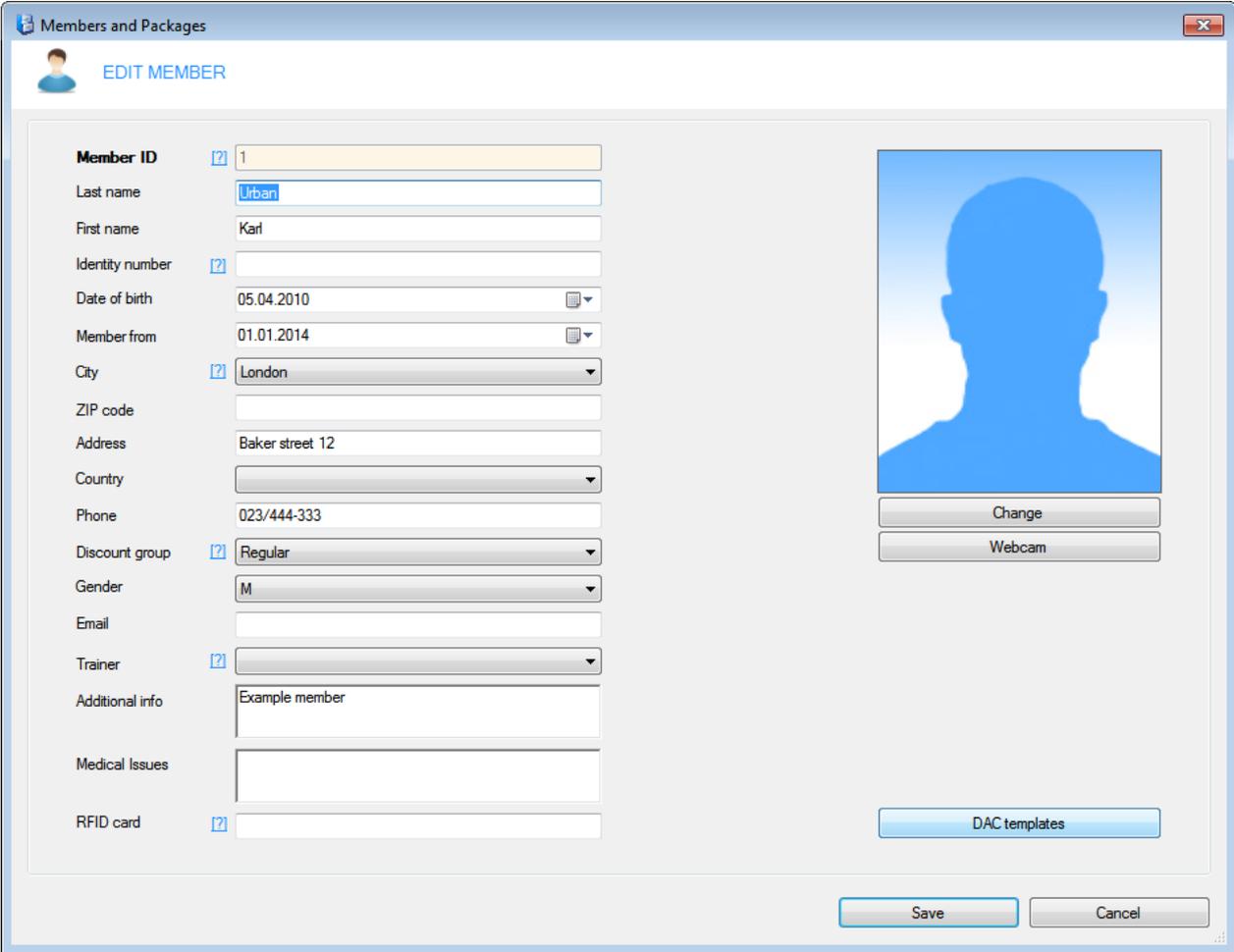
To use this mode for Fingerprint or Face recognition, **Upload Fingerprint templates from FM to DAC device** and **Upload Face templates from FM to DAC device** should be checked.



This will upload Fingerprints and Face templates from FM database to the DAC device whenever the member becomes active again.

How to save fingerprint and face templates to FM database

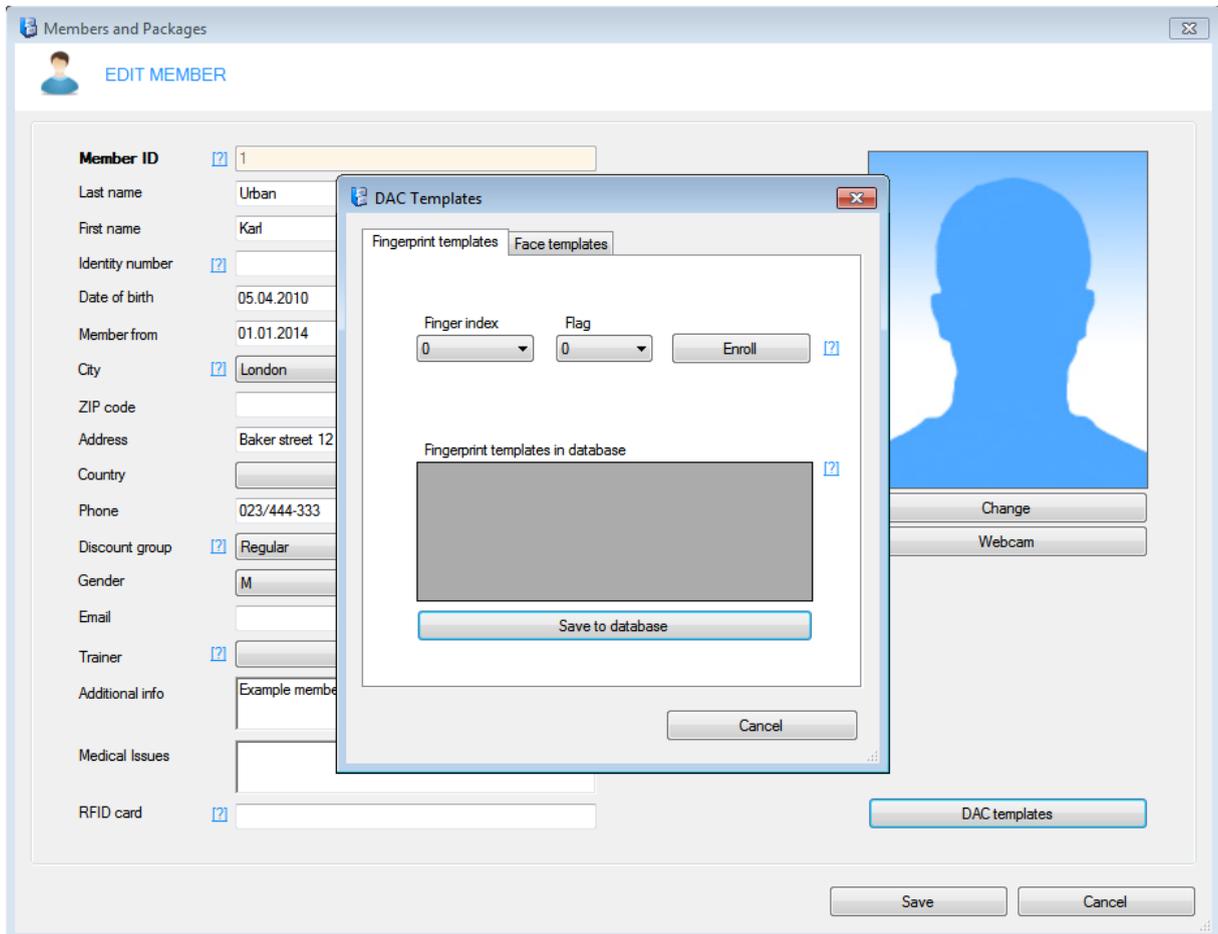
To save Fingerprint or Face templates from DAC device to FM database Edit member and click on **DAC templates** button.



This will open the DAC templates window.

If you select Fingerprint templates tab, **Save to database** button will download Fingerprint templates from DAC device and save them to FM database.

If you select Face templates tab, **Save to database** button will download Face templates from DAC device and save them to FM database.



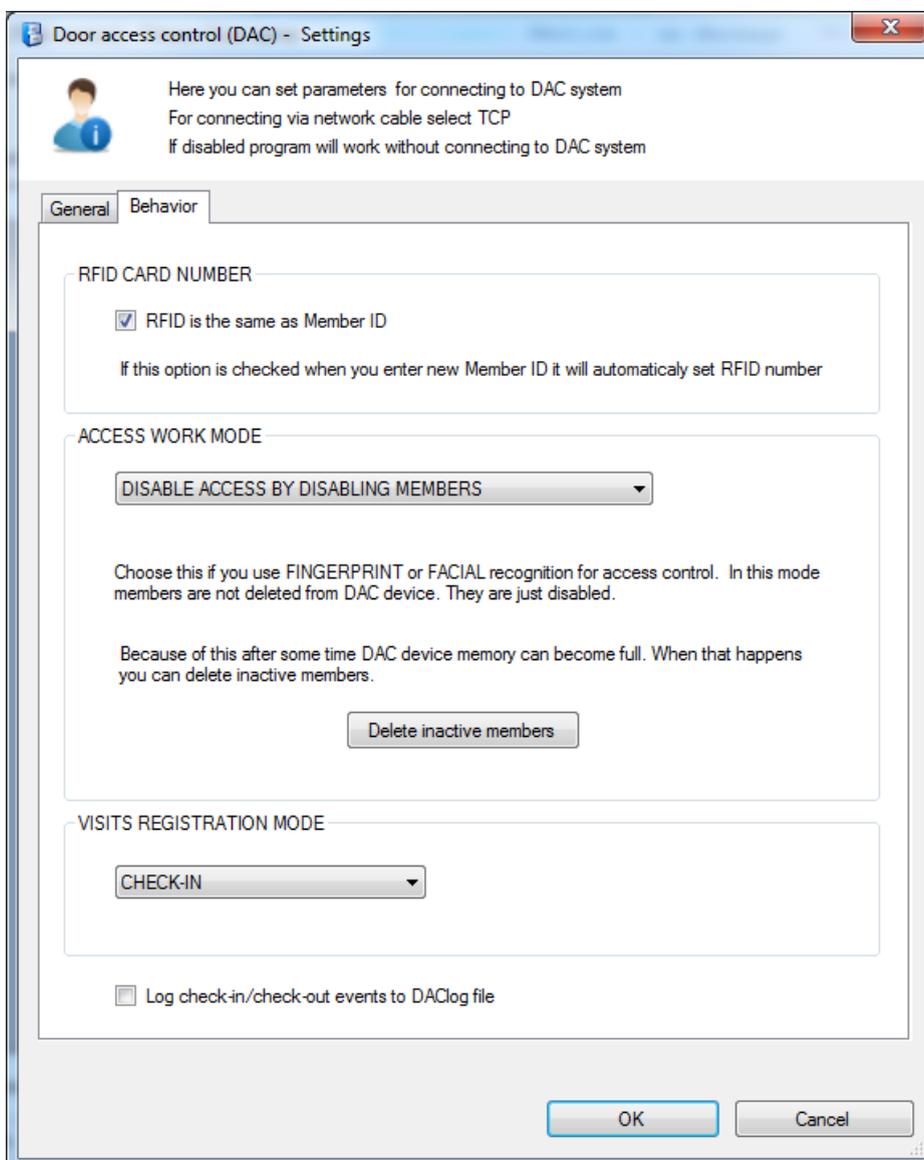
Disable access by disabling members

In this mode members are not deleted. When the package expires members will be just disabled. This mode won't delete fingerprints and face scans which you have added to users so you can use it for Fingerprint and Face recognition.

To set this mode go to **Door access control->Settings** then click on **Behavior** tab and in **Mode** section select **Disable access by disabling members**. Click OK and restart the application.

Because members are not deleted and DAC devices have limited memory , one day device memory will become full and you will need to delete old members from the DAC device to free the memory space.

There is also a **Delete inactive members** button. When memory becomes full you can use it to delete members that were inactive for some selected period.



FAQ

How to check what is the problem when you notice that some member is not synchronized with the DAC unit.

Open member profile and see if all packages for this member are expired. After that do synchronization only for this member from the **member profile**. After that check his card on DAC device again. If DAC does not let him in **then synchronization between FM and DAC device works correctly**.

If the DAC device is still letting him in then you need to check what is stored in DAC device memory for this member. To do that go to **DAC-> DAC device memory** and click **download data** button. Find that member in a table and look at what his status is (true or false). If DAC device memory shows status is true and **then synchronization with DAC does not work**.

In this case probably your device does not support the disable option. In this case change **Access work mode** to **Disable members by deleting** and try again.