



***FITNESS
MANAGER***
MANUAL

**DOOR ACCESS
CONTROL**

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Contents

- Fitness manager with DAC (Door access control) 2
- Setting the system..... 2
 - WORK MODES IN FM..... 3
 - RFID CARD NUMBER..... 3
- How does FM work with DAC..... 4
 - ENABLING ACCESS TO MEMBERS..... 4
 - DISABLING ACCESS TO MEMBERS 4
 - MEMBER CHECK-IN TRACKING..... 4
 - MEMBER CHECK-OUT TRACKING 4
 - IN CASE OF MISTAKE 4
 - EXTENDING EXPIRED PACKAGE 4
- Synchronization with DAC device..... 5
- Single member synchronization with DAC device..... 6
- DAC device memory reading..... 7
- Setting Fitness manager for use with Fingerprint and Face recognition 8

Fitness manager with DAC (Door access control)

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

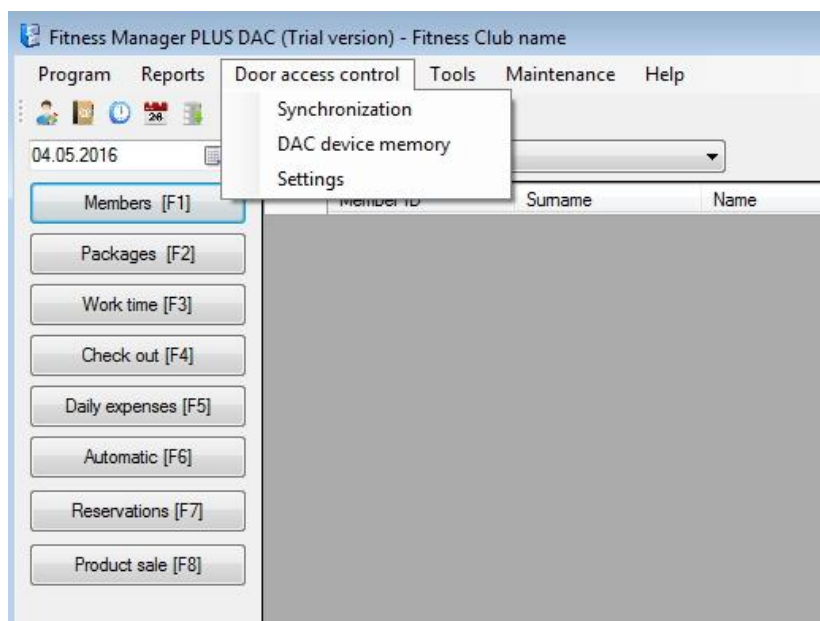
The current list of supported devices from ZKTeco which can work with Fitness Manager:

1. [iClock-680 RFID and FP](#)
2. [iClock-S680 RFID](#)
3. [iClock S880 RFID](#)
4. [iClock-580 RFID and FP](#)
5. [SC700 RFID \(standalone version\)](#)
6. [MULTIBIO700 FP + RFID + Face](#)
7. [IFACE 402 FP + RFID + Face](#)
8. [IFACE 401 RFID + Face](#)

Setting the system

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

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



By default using door access system in FM is disabled. When everything is connected you can enable it. After that you can set parameters (IP or com port) for connecting to DAC system and test connection. If 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.

WORK MODES IN FM

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

1. **Disable access by deleting members. If you plan to use just RFID cards use first mode since it is simpler**
2. **Disable access by disabling members. If you plan to use fingerprint reading or face recognition than you need to use this mode. This mode is more complex and you can learn more about it in the last chapter.**

RFID CARD NUMBER

RFID card number is always uploaded to DAC device and cannot be empty .

In setting on Behavior tab you can check option **RFID is the same as Member id** and program will automatically always enter **member id** in **RFID field**.

Use this option if you do not plan to use RFID cards or if you want member id and card number to always to be the same.

How does FM work with DAC

ENABLING ACCESS TO MEMBERS

Before adding new package to the member you need to add RFID card numbers to the member. Keep in mind that this will not add member to DAC device.

Only when you add new package to the member, FM will **upload** member's data to DAC device and grant him access to the gym.

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/disable** all members that have no other active packages from DAC device to disable access to the gym.

MEMBER CHECK-IN TRACKING

When a member swipes the card on access control device, member's visit will be saved in FM database so you can track it later through various reports.

MEMBER CHECK-OUT TRACKING

This feature is added in FM version 9.6.0. Check-out is optional. If your members do not check-out using RFID cards, FM will make automatic checkout with default time of 23:00.

IN CASE OF MISTAKE

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

EXTENDING EXPIRED PACKAGE

If you wish, you can enable access to the member which package expired by changing the **End date** and providing the reason for this change.

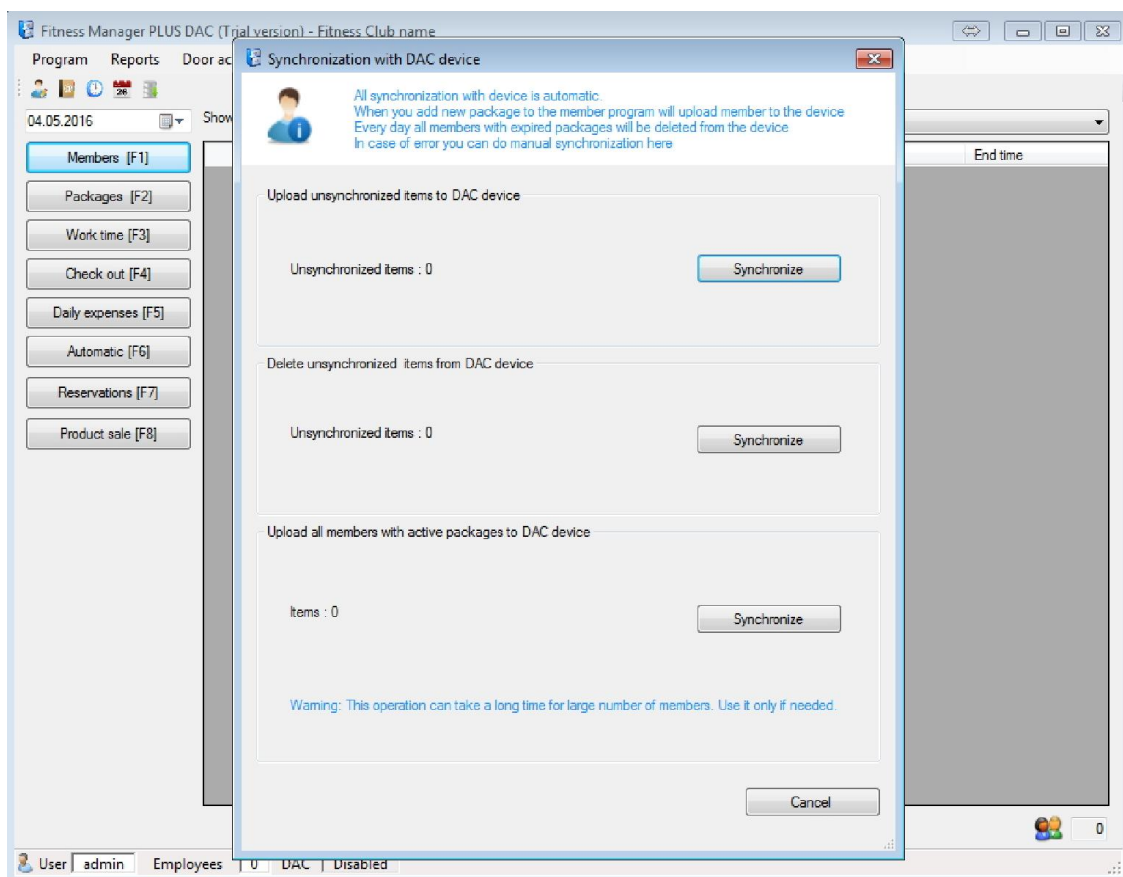
If you wish that only admin can change **End date** or delete the purchased package you can set that in **Tools->Program users->Groups**

Synchronization with DAC device

If for some reason uploading or deleting member to DAC fails (DAC device turned off, cable unplugged or RFID number is empty), those changes will be saved in 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 option **Upload members with active packages**. This option uploads all members with active packages to DAC. Use this option just once to initialize data.



Single member synchronization with DAC device

If you want to synchronize just one member you can do it when you open member profile and right click on packages table. There is option **Synchronize with DAC device** like on the picture below.

The screenshot shows the 'Members and Packages' application window. At the top, there is a search bar for Member ID and a 'Members [F1]' button. Below this, the member's details are displayed in a form:

- Member ID: 1
- Surname: Karl
- Name: Urban
- Date of birth: 31.10.2008
- Gender: M
- City: London
- Phone: 333-444
- Member discount group: Regular
- Discount[%]: 0
- Payment type: PR
- Trainer: (empty)
- Additional info: Example member
- Medical Issues: (empty)

A photo of the member is shown on the right. Below the member details, there is a 'Packages' section with a dropdown menu set to 'Active and paused' and a 'Total debt' of 0.00. A table with the following columns is visible:

Packages	Start date	End date	Visits	Price	Paid	Status
[Empty table body]						

A context menu is open over the table, showing the following options:

- Edit
- Delete
- Synchronize with DAC device

At the bottom of the window, there are several buttons: 'New [F2]', 'Edit [F3]', 'History [F6]', 'Renew [F9]', 'Payments [F4]', 'Receipt [F8]', 'Check in [F5]', and 'Cancel'. There are also input fields for 'Data left' and 'Debt'.

DAC device memory reading

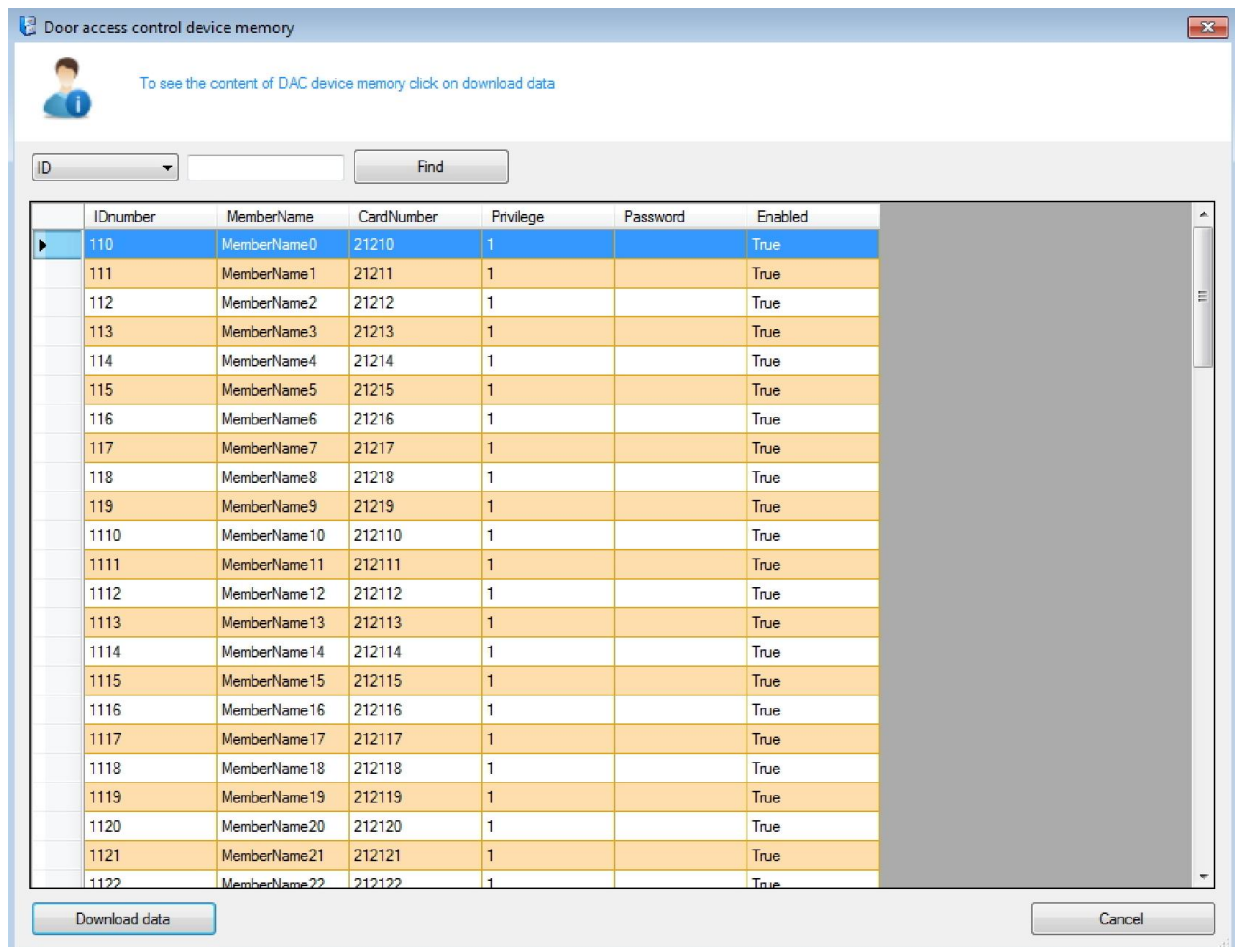
This enables you to see what data has FM transferred to DAC device memory. This means you can see members which are currently stored in DAC device and what status they have in column **Enabled**.

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

Enabled members will have True value in **Enabled** column.

If selected work mode is **Disable access by deleting members** , than disabled members will not be shown since they are deleted

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



The screenshot shows a window titled "Door access control device memory". At the top, there is a message: "To see the content of DAC device memory click on download data". Below this is a search bar with a dropdown menu for "ID", a text input field, and a "Find" button. The main area contains a table with the following columns: IDnumber, MemberName, CardNumber, Privilege, Password, and Enabled. The table lists 23 members, all with "Enabled" status set to "True". At the bottom of the window, there are two buttons: "Download data" and "Cancel".

IDnumber	MemberName	CardNumber	Privilege	Password	Enabled
110	MemberName0	21210	1		True
111	MemberName1	21211	1		True
112	MemberName2	21212	1		True
113	MemberName3	21213	1		True
114	MemberName4	21214	1		True
115	MemberName5	21215	1		True
116	MemberName6	21216	1		True
117	MemberName7	21217	1		True
118	MemberName8	21218	1		True
119	MemberName9	21219	1		True
1110	MemberName10	212110	1		True
1111	MemberName11	212111	1		True
1112	MemberName12	212112	1		True
1113	MemberName13	212113	1		True
1114	MemberName14	212114	1		True
1115	MemberName15	212115	1		True
1116	MemberName16	212116	1		True
1117	MemberName17	212117	1		True
1118	MemberName18	212118	1		True
1119	MemberName19	212119	1		True
1120	MemberName20	212120	1		True
1121	MemberName21	212121	1		True
1122	MemberName22	212122	1		True

Setting Fitness manager for use with Fingerprint and Face recognition

In default mode FM when package expires FM deletes all members data so in this mode FM cannot be used with Fingerprint and Face recognition.

To enable FM to be used with Fingerprint and Face recognition you can set Fitness manager in mode where it won't delete fingerprints and face templates which you have added to users. In this case when package expires member will be just disabled.

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 DAC device to free the memory space.

To set it to work with fingerprints go to **Door access control->Settings** then click on **Behavior** tab and in **Mode** section select **Disable access by selecting members**. Click OK and restart application. After that FM will not delete member data from DAC device. It will just disable them.

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

