

# User Manual

## FaceKiosk-H10A

Date: January 2023

Doc Version: 1.0

English

Thank you for choosing our product. Please read the instructions carefully before operation. Follow these instructions to ensure that the product is functioning properly. The images shown in this manual are for illustrative purposes only.



For further details, please visit our Company's website [www.zkteco.co.za](http://www.zkteco.co.za).

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If there is any issue related to the product, please contact us.

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## About the Company

ZKTeco is one of the world's largest manufacturers of RFID and Biometric (Fingerprint, Facial, Finger-vein) readers. Product offerings include Access Control readers and panels, Near & Far-range Facial Recognition Cameras, Elevator/Floor access controllers, Turnstiles, License Plate Recognition (LPR) gate controllers and Consumer products including battery-operated fingerprint and face-reader door locks. Our security solutions are multi-lingual and localized in over 18 different languages. At the ZKTeco state-of-the-art 700,000 square foot ISO9001-certified manufacturing facility, we control manufacturing, product design, component assembly, and logistics/shipping, all under one roof.

The founders of ZKTeco have been determined for independent research and development of biometric verification procedures and the productization of biometric verification SDK, which was initially widely applied in PC security and identity authentication fields. With the continuous enhancement of the development and plenty of market applications, the team has gradually constructed an identity authentication ecosystem and smart security ecosystem, which are based on biometric verification techniques. With years of experience in the industrialization of biometric verifications, ZKTeco was officially established in 2007 and now has been one of the globally leading enterprises in the biometric verification industry owning various patents and being selected as the National High-tech Enterprise for 6 consecutive years. Its products are protected by intellectual property rights.

## About the Manual

This manual introduces the operations of **FaceKiosk-H10A**.

All figures displayed are for illustration purposes only. Figures in this manual may not be exactly consistent with the actual products.






## Document Conventions

Conventions used in this manual are listed below:

### GUI Conventions

For Software	
Convention	Description
<b>Bold font</b>	Used to identify software interface names e.g., <b>OK</b> , <b>Confirm</b> , <b>Cancel</b> .
>	Multi-level menus are separated by these brackets. For example, <b>File &gt; Create &gt; Folder</b> .
For Device	
Convention	Description
<>	Button or key names for devices. For example, press < <b>OK</b> >.
[ ]	Window names, menu items, data table, and field names are inside square brackets. For example, pop up the [New User] window.
/	Multi-level menus are separated by forwarding slashes. For example, [File/Create/Folder].

### Symbols

Convention	Description
	This represents a note that needs to pay more attention to.
	The general information which helps in performing the operations faster.
	The information which is significant.
	Care taken to avoid danger or mistakes.
	The statement or event that warns of something or that serves as a cautionary example.

## TABLE OF CONTENTS

<b>1</b>	<b>OVERVIEW</b> .....	<b>8</b>
<b>2</b>	<b>HOME SCREEN</b> .....	<b>8</b>
2.1	<b>TECHNOLOGY STYLE</b> .....	<b>8</b>
2.2	<b>BUSINESS STYLE</b> .....	<b>9</b>
<b>3</b>	<b>LED STATUS LIGHT</b> .....	<b>12</b>
<b>4</b>	<b>MAIN MENU</b> .....	<b>12</b>
<b>5</b>	<b>MEETING MANAGEMENT</b> .....	<b>13</b>
5.1	<b>MEETING LIST</b> .....	<b>13</b>
5.2	<b>MEETING THEME</b> .....	<b>14</b>
5.3	<b>MEETING PARAMETER</b> .....	<b>14</b>
<b>6</b>	<b>COMMUNICATION SETTINGS</b> .....	<b>16</b>
6.1	<b>WI-FI SETTING</b> .....	<b>16</b>
6.2	<b>ETHERNET SETTING</b> .....	<b>16</b>
6.3	<b>CLOUD SERVER SETTING</b> .....	<b>17</b>
<b>7</b>	<b>SYSTEM SETTING</b> .....	<b>18</b>
7.1	<b>SECURITY SETTING</b> .....	<b>18</b>
7.1.1	<b>VERIFY MASKED USER ID</b> .....	<b>18</b>
7.1.2	<b>VERIFY MASKED PERSONNEL NAME</b> .....	<b>18</b>
7.1.3	<b>VERIFY MASKED PHOTO</b> .....	<b>19</b>
7.1.4	<b>PRIVACY AGREEMENT</b> .....	<b>19</b>
7.1.5	<b>EXIT</b> .....	<b>19</b>
7.2	<b>DATA AND TIME</b> .....	<b>19</b>
7.3	<b>FACE PARAMETER</b> .....	<b>20</b>
7.3.1	<b>FACE THRESHOLD</b> .....	<b>20</b>
7.3.2	<b>LIVENESS DETECT THRESHOLD</b> .....	<b>20</b>
7.4	<b>MENU TIMEOUT</b> .....	<b>20</b>
<b>8</b>	<b>DATA MANAGEMENT</b> .....	<b>21</b>
8.1	<b>CLEAR DATA</b> .....	<b>21</b>
8.2	<b>BACKUP AND RESTORE</b> .....	<b>22</b>
<b>9</b>	<b>USER MANAGEMENT</b> .....	<b>23</b>

<b>10</b>	<b>ACCESS MANAGEMENT</b> .....	<b>25</b>
<b>11</b>	<b>MEETING RECORD</b> .....	<b>25</b>
<b>12</b>	<b>SYSTEM INFORMATION</b> .....	<b>26</b>
<b>13</b>	<b>ARMATURA ONE CONNECTION</b> .....	<b>27</b>
13.1	SETTINGS ON DEVICE.....	27
13.2	ADD DEVICE TO SOFTWARE.....	27
13.3	ADD MEETING ROOM.....	28
13.4	RESERVATION.....	28
13.5	VERIFICATION .....	30
<b>14</b>	<b>ZKBIOTIME CONNECTION</b> .....	<b>31</b>
14.1	SETTINGS ON DEVICE.....	31
14.2	ADD DEVICE TO SOFTWARE.....	31
14.3	ADD MEETING ROOM.....	32
14.4	RESERVATION.....	32
14.5	VERIFICATION .....	34

# 1 Overview

FaceKiosk-H10A is a facial recognition terminal that supports smart reservation and scheduling in corporate meeting rooms. FaceKiosk-H10A is embedded with a wide binocular dynamic camera and RFID card reader. Meeting participants can verify their identity through facial recognition or IC card reading.

FaceKiosk-H10A is embedded with a wide binocular dynamic camera and RFID card reader. Meeting participants can verify their identity through facial recognition or IC card reading.

Also, FaceKiosk-H10A has a 10.1 inches LCD touch screen, which will show the meeting schedule clearly. User will know the current available status of the conference room by the led status light of the device. When users occupy a conference room, the red light will be on. The green light is on when the conference room is idle.

## 2 Home Screen

The theme style setting of the home page is selected in **[Meeting Management] > [Meeting Theme]**.

### 2.1 Technology Style



The home page information includes meeting room name, meeting time, applicant, meeting name, menu button, meeting list button, device's time and date.



- **Meeting Room Name:** Issued by the software. When the meeting room of the software is bound with meeting equipment, the meeting room name will be synchronized to the equipment.
- **Time:** Display the current meeting start time and end time.
- **Applicant:** Display the name of the user who applied for the meeting.

- **Name:** Display the name of meeting.

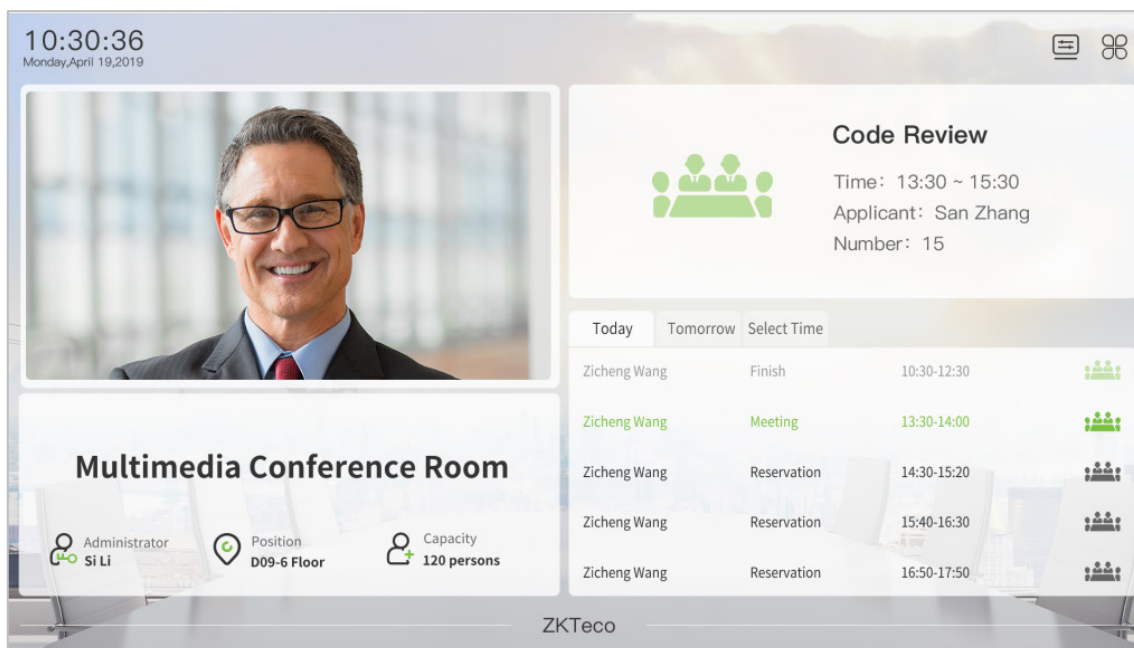
**Note:** Meeting time, applicant and meeting name are displayed only after arriving at the meeting start time. If the software (ZKBioTime) has set the time of check in and check out, the meeting information will be displayed according to the earliest and latest time.

- **Main Menu Button:** Click the button  in the upper right corner to enter the main menu page.
- **Meeting List Button:** Click the button  in the upper right corner to enter the meeting list page, which only displays all the meeting information of the day.



## 2.2 Business Style

The home page information includes administrator, position, capacity, meeting information (meeting name, meeting time, applicant, number of participants), meeting query list (query by today, tomorrow, or user-defined time), main menu button, time, and date.

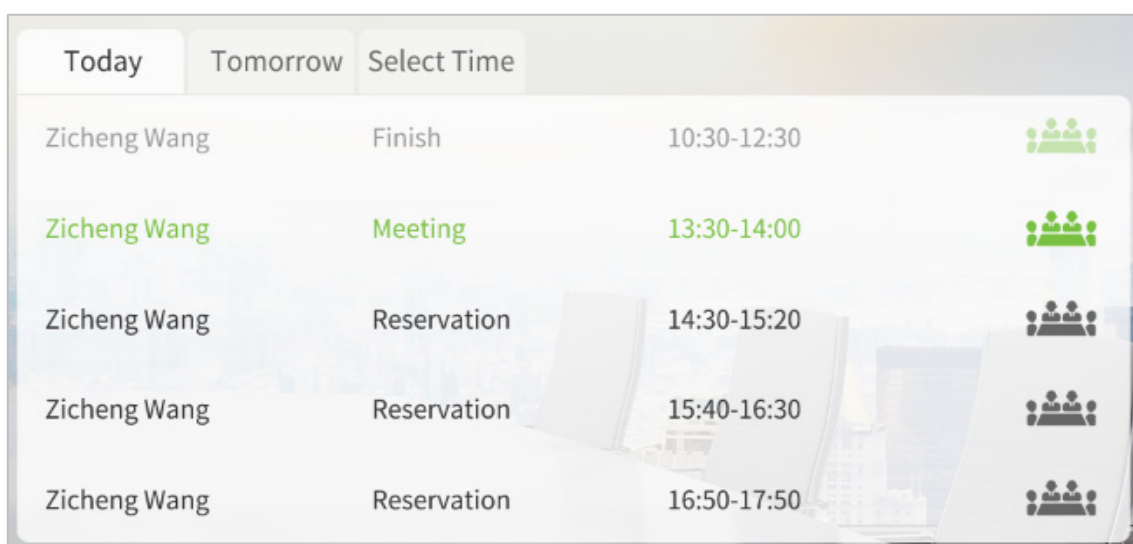


- **Administrator:** Displays the name of the administrator in the device.

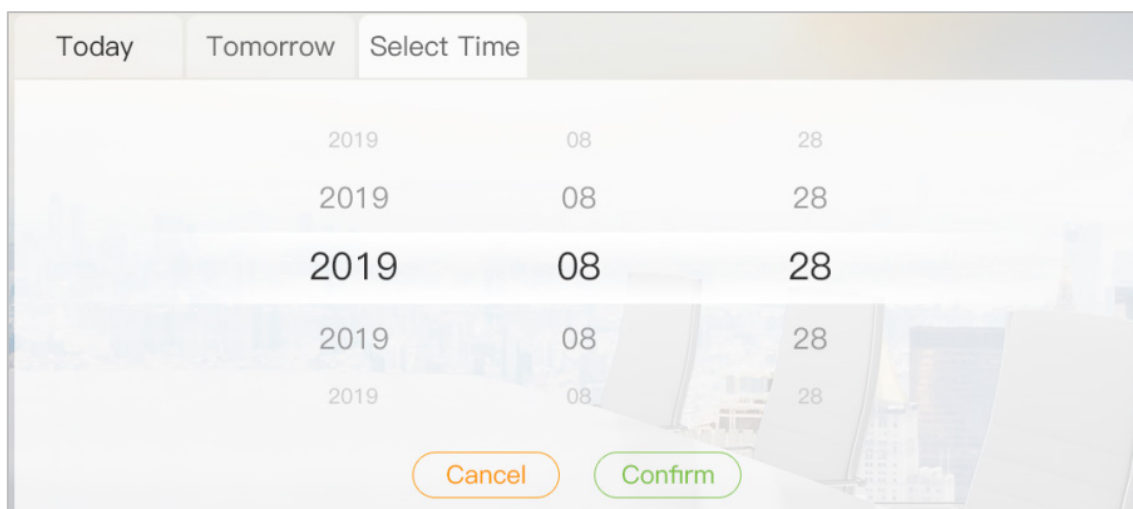
- **Position:** Displays the Position information of the device. This information is issued after the software is bound device to meeting module. Only ZKBioTime has this data and issued.
- **Capacity:** Displays capacity information of meeting room. This information is issued after the software is bound device to meeting module. (Both ZKBioTime and Armatura One will issue it.)
- **Meeting Information:** Displays the meeting information at the current time. Including the meeting name, meeting time, number of applicants and participants.


**Note:** Meeting time, applicant and meeting name are displayed only after arriving at the meeting start time. If the software (ZKBioTime) has set the time of check in and check out, the meeting information will be displayed according to the earliest and latest time.

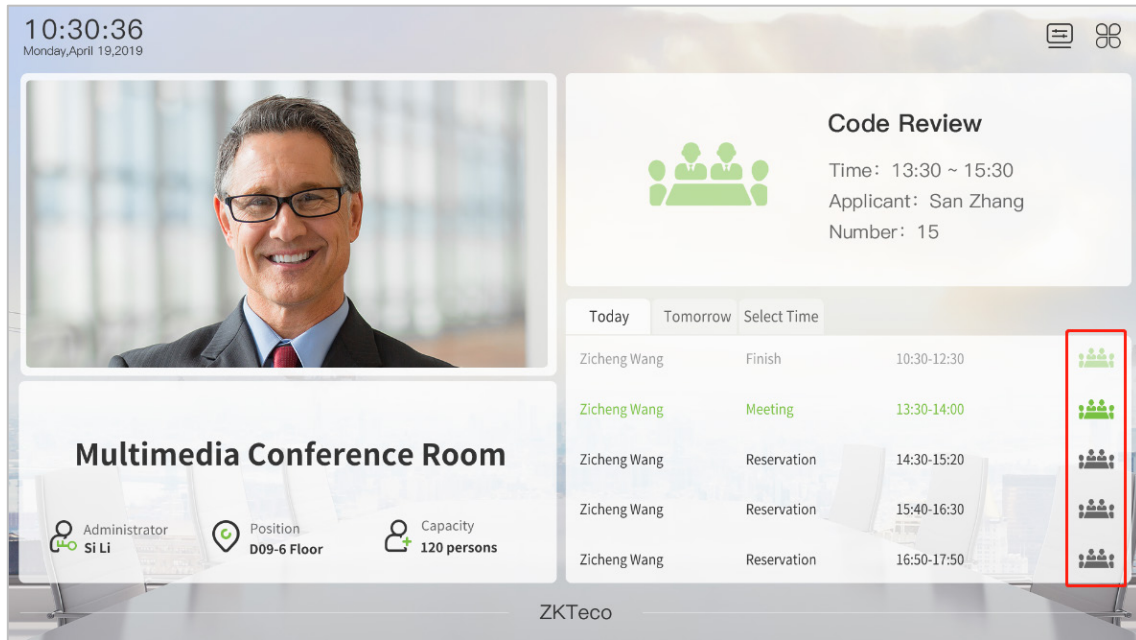
- **Meeting Query List:** Including three selected time periods, as follows.
  1. **Today:** Displays the list of all meeting scheduling of the day, which can be viewed by sliding. When the meeting has ended, the list is light gray (first line). When the meeting is in progress, the list is green (the second line). When the meeting is not started, the list is dark gray (the third line and later).
  2. **Tomorrow:** Show all the meeting arrangements for tomorrow.



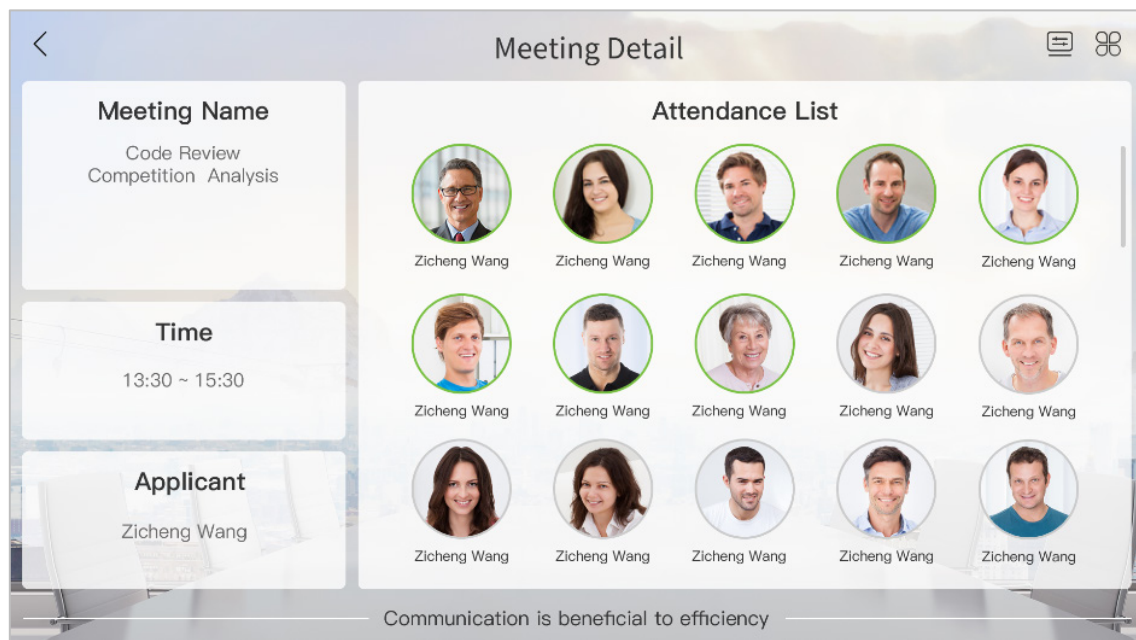
3. **Select Time:** Select the time to query and click [OK].



- **Meeting details:** Click  the icon of the meeting list to enter the meeting details page.



The details page contains the name, time, applicant, and all participants of the meeting. The green frame indicates that the person has checked in, and the gray frame indicates that the person has not checked in. You can slide down to turn the page.





### 3 LED Status Light

The light bar color on the equipment is used to show the occupancy of the current meeting room.

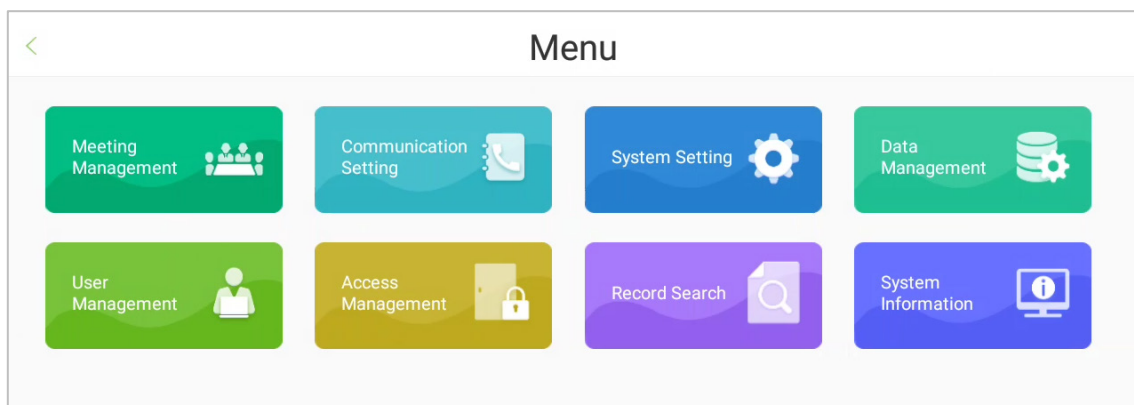
- **Green:** it indicates that the meeting room is in an idle state, that is, the device does not have any meetings at present.
- **Red:** the meeting room is in use, and the device currently has a meeting in progress.

**Note:** According to the start time, end time, sign in start time and sign out end time of the meeting, the earliest time and the latest time are taken as the occupied time period.

### 4 Main Menu

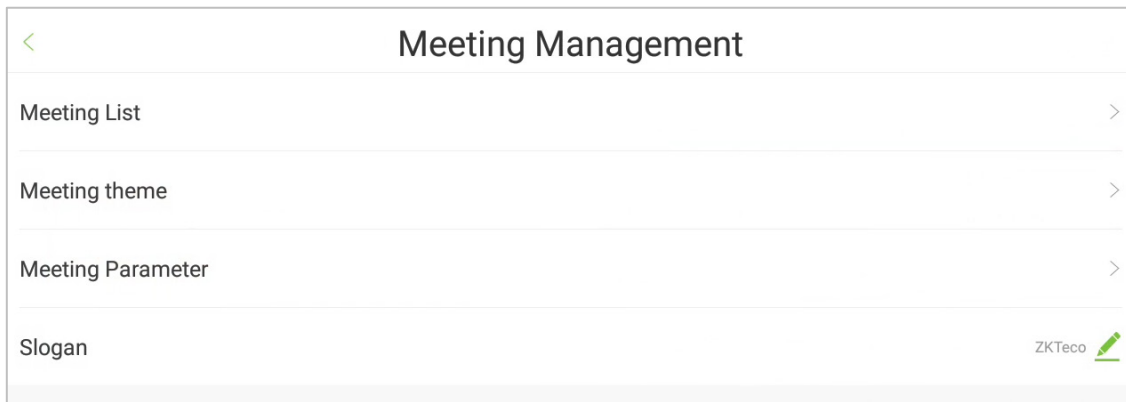
Under the theme of technology style, click the button  in the upper right corner to enter the main menu. Under the theme of business style, click the button  in the upper right corner to enter the main menu.

**Note:** If the Super Administrator is not registered for the device, then tap to access the main menu. If the device has a Super Administrator, then his/her verification is required to access the main menu. For security purposes, it is advisable to register the Administrator while using the device for the first time.



## 5 Meeting Management

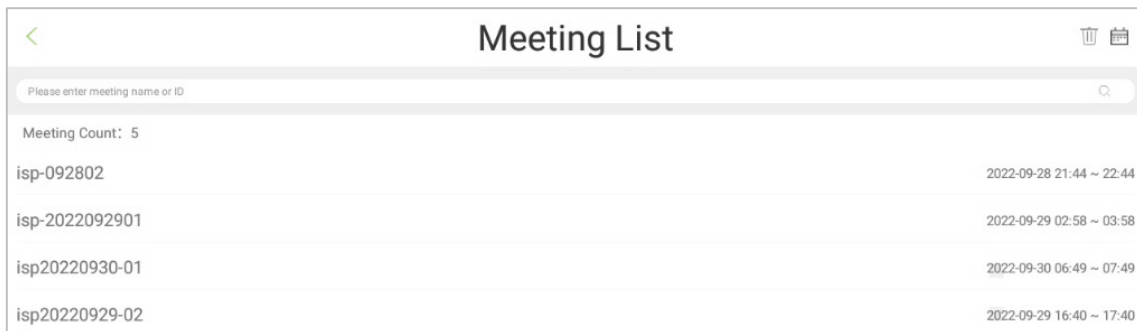
Open the main menu and select **Meeting Management**, meeting management includes meeting list, meeting theme, meeting parameter, slogan (only displayed under the theme set as business style).



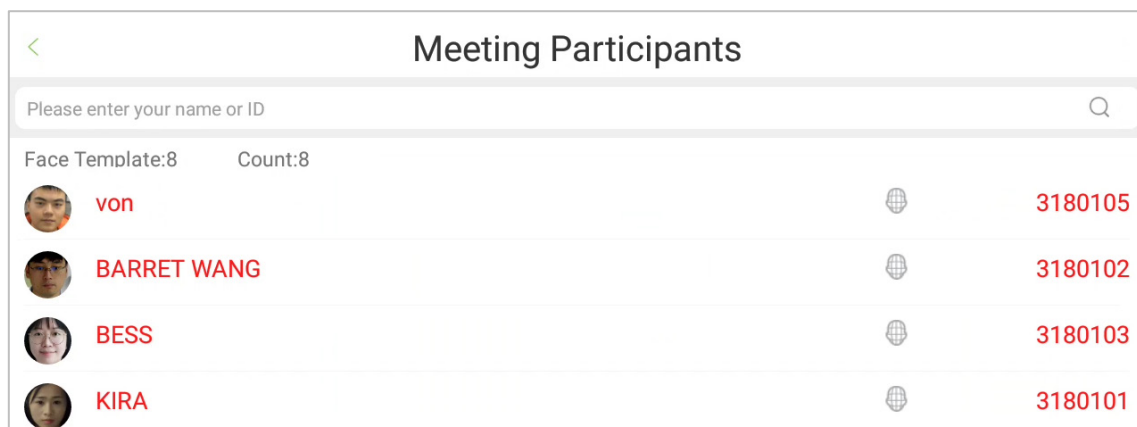
### 5.1 Meeting List

All meeting information distributed by the software will be in this list. The list includes meeting name and time.

**Note:** The device will delete all the meeting data of the previous day at 00:00:05 every day.

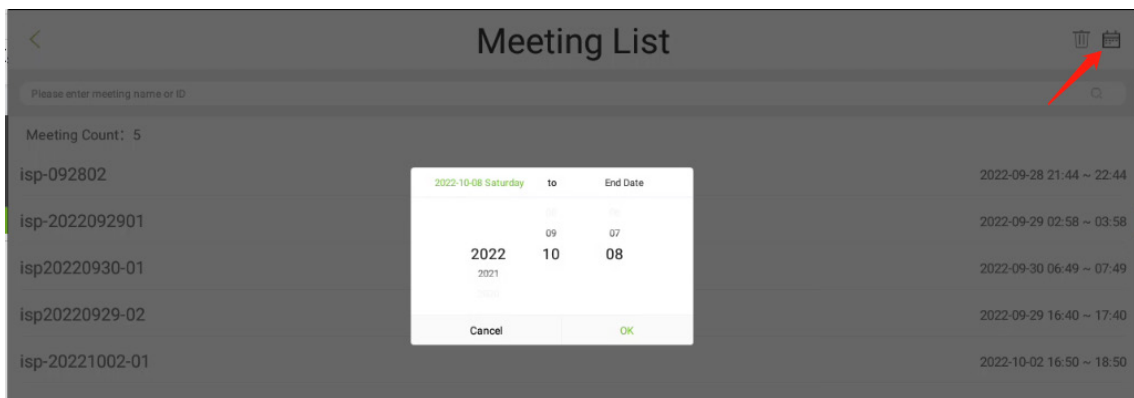


- **Participants List:** Click a meeting list to enter the participants list interface, as shown below. The black fonts indicates that the person has checked in, and the red fonts indicates that the person has not checked in.



- **Search Bar Function:** Supports fuzzy search by meeting name or ID number.

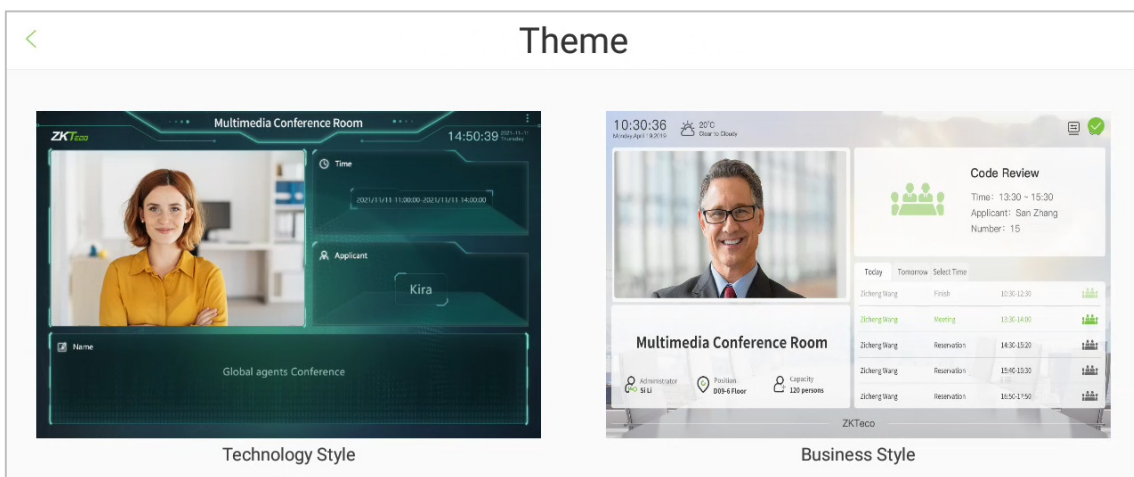
- **Date Filtering:** Click the calendar icon in the upper right corner, select the start and end dates, and click **[OK]** to filter the meeting in the corresponding time period.



## 5.2 Meeting Theme

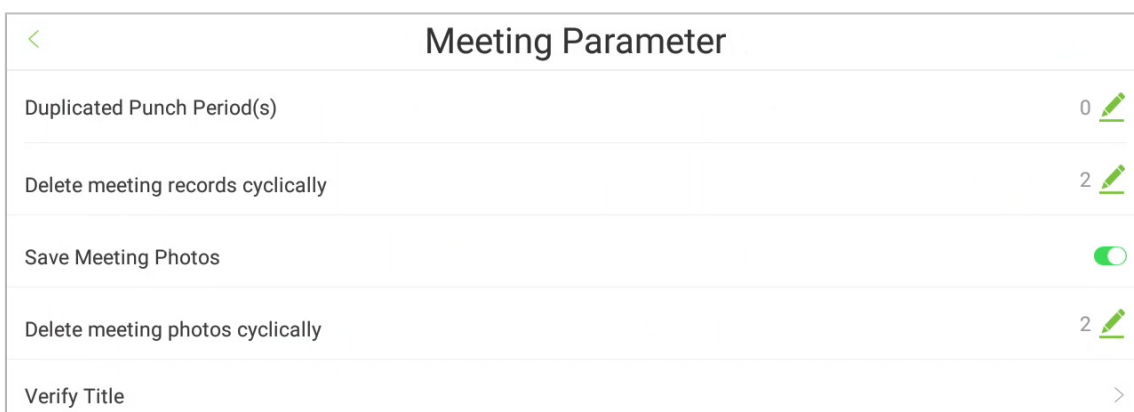
It includes two themes, there are technology style and business style, the default is technology style.

If a theme is selected, there is a selected tick icon in the upper right corner of the theme. After selecting, return to the main page to display the corresponding theme style.





## 5.3 Meeting Parameter

The meeting parameters includes duplicated punch period, delete meeting records cyclically, save meeting Photos, delete meeting photos cyclically and verify title.



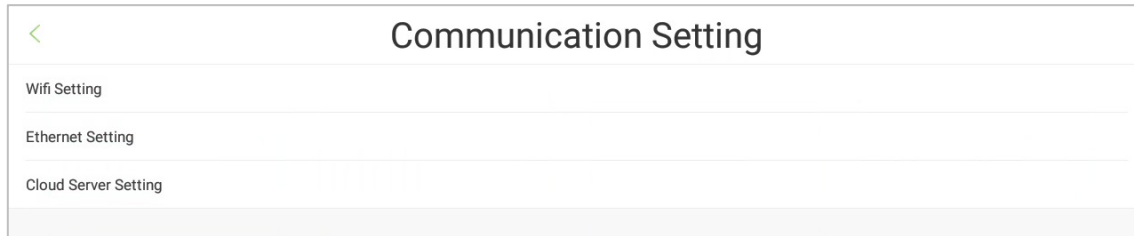
- **Duplicated Punch Period(s):** User can set a time-period, in which, repeated check-in record of the same user will not be considered. (Unit: second). The setting range is 0~9999s. 0 means no limited.
- **Delete Meeting Records Cyclically:** It indicates the duration up to which the meeting records will be saved. That means, when meeting record reaches the maximum capacity, it deletes the earliest record in cycle. The maximum capacity of meeting record is 20w. The range value is 0-9999. 0 means no deletion.
- **Save Meeting Photos:** Set if you want to save the captured meeting photo after the face verification. The default is enabled. At the same time, if it is enabled, the face photos displayed during check in are captured photos, and if it is closed, the photos displayed check in are registered photos
- **Delete Meeting Photos Cyclically:** When meeting photo reaches to the maximum capacity, it will delete the earliest meeting photo in cycle. The maximum capacity of meeting photo is 1w. The range value is 0-9999. 0 means no deletion.
- **Verify Title:** Customized prompt information after check-in. The maximum length is 25 bytes. The default verification pass is Success, and the verification failure is Failed.

Verify Title	
Verification Passed	Success 
Verification Failed	Failed 

## 6 Communication Settings

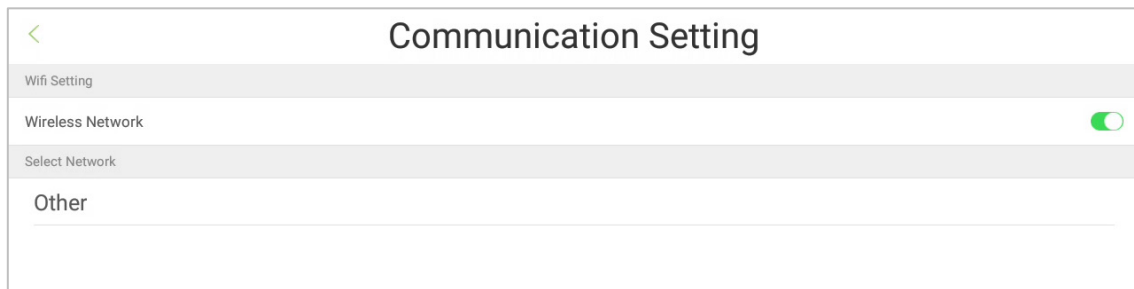
To enable the communication between the device and the PC over a network, it is necessary to set the communication parameters on the device.

Tap [**Communication Settings**] to set the communication.



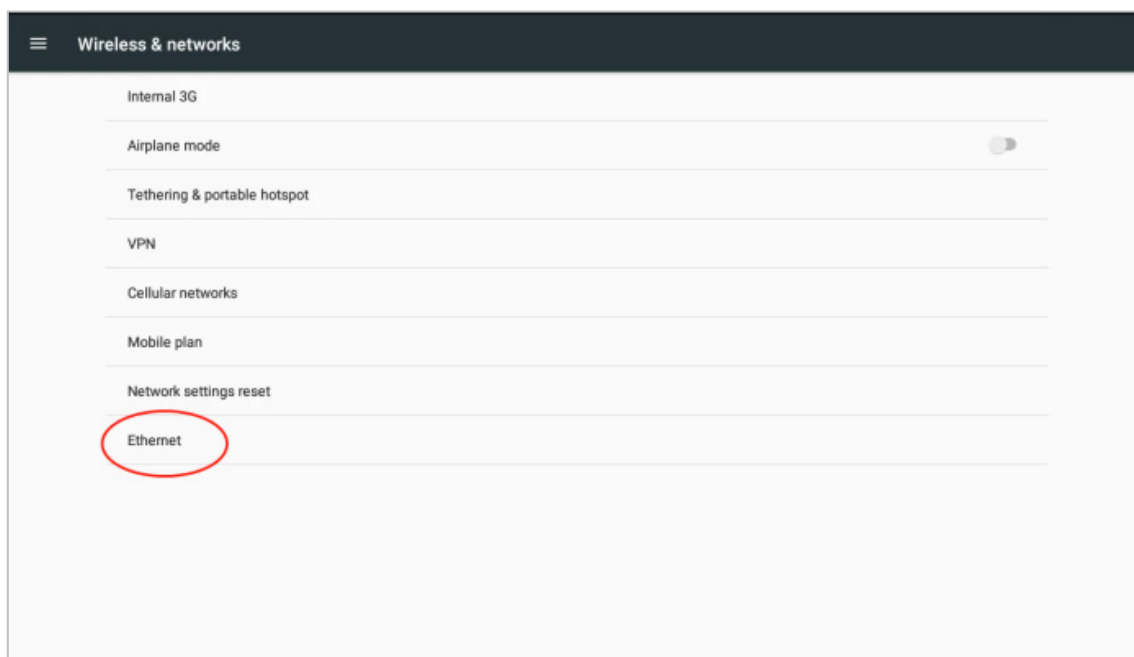
### 6.1 Wi-Fi Setting

Open [**Communication Settings**] > [**Wi-Fi Setting**] to set the Wi-Fi parameters.



### 6.2 Ethernet Setting

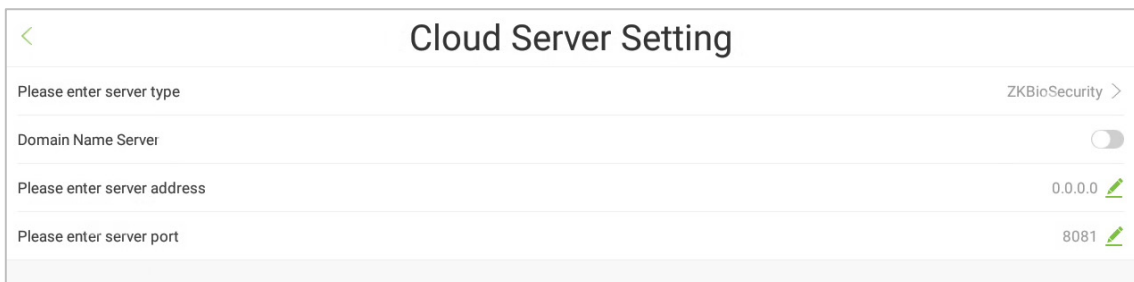
Open [**Communication Settings**] > [**Ethernet Setting**] to set the LAN parameters.





## 6.3 Cloud Server Setting

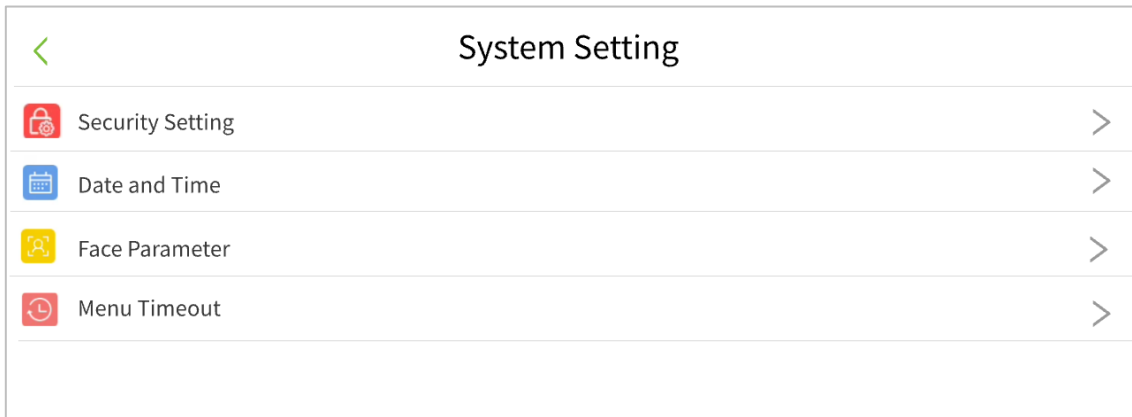
Open **Communication Settings** -> **Cloud Server Setting** to set the parameters for connecting the PUSH Server.



- **Please enter server type:** Select the software type to connect, ZKBioTime or ZKBioSecurity.
- **Domain name server:** The setting needs to be enabled when the connected software is in Https mode.
- **Please enter server address:** Set the server address of the software.
- **Please enter server port:** Set the server port of the software.

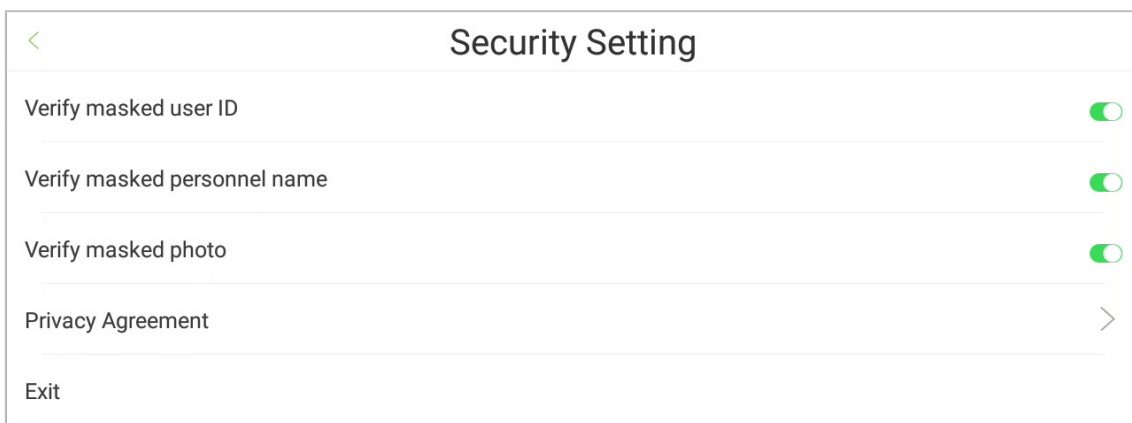
## 7 System Setting

Open the main menu and select **[System Settings]**. System settings facilitate setting the system parameters based on the requirements.



### 7.1 Security Setting

Open **[System Settings]** > **[Security Setting]** to set the system security.



#### 7.1.1 Verify Masked User ID

Set if you want to display the user ID after the verification. The default is enabled. If it is enabled, the verified information will hide the user's ID (not displayed in clear text, such as 1 \* \* \*), and if it is disabled, the user ID will be displayed.

#### 7.1.2 Verify Masked Personnel Name

Set if you want to display the personnel name after the verification, The default is enabled. If it is enabled, the verified information will hide the user's name (not displayed in clear text, such as K \* \* \*), and if it is disabled, the username will be displayed.

### 7.1.3 Verify Masked Photo

Set if you want to display the photo after the verification, The default is enabled. If it is enabled, the verified information will hide the user's photo, but show the default user icon, and if it is disable, the user photo will be displayed.

### 7.1.4 Privacy Agreement

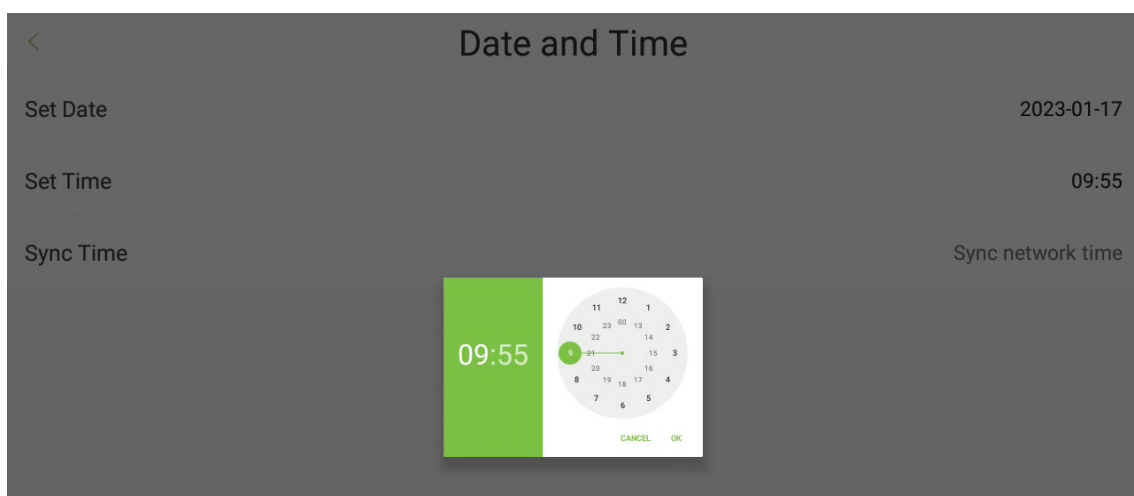
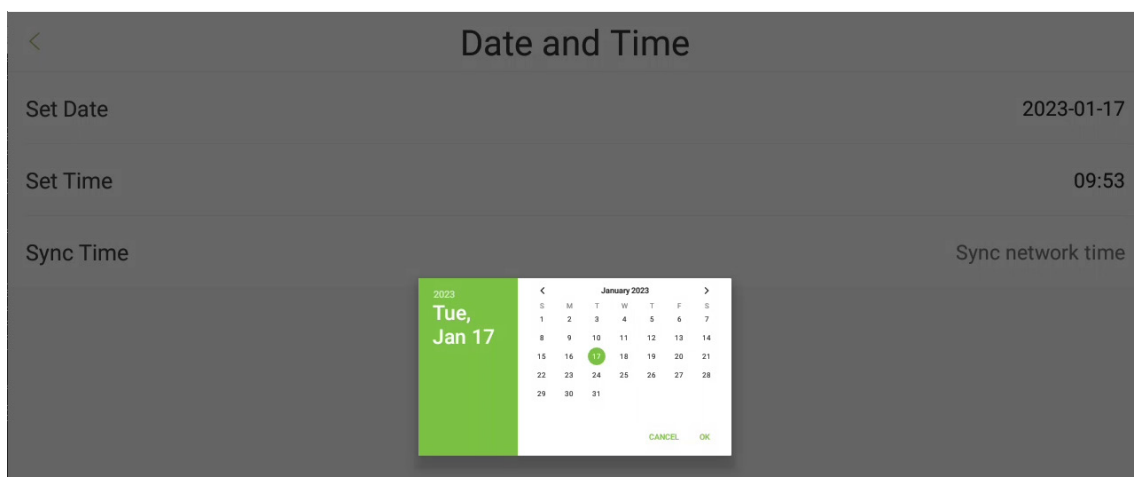
Tap to view the contents of the privacy agreement.

### 7.1.5 Exit

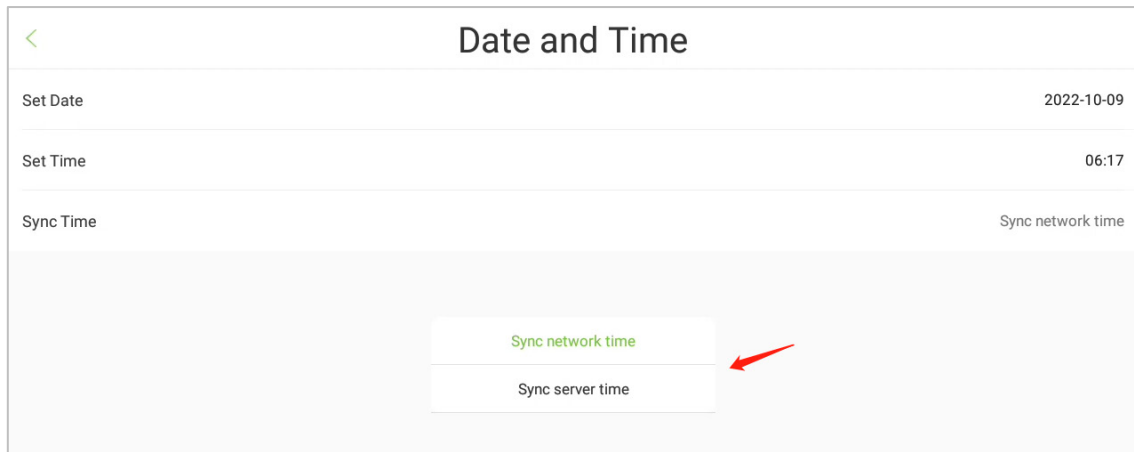
Exit the app to Android. tap **[Exit]** menu, it will ask "Are you sure to exit the system?", Select **[Yes]** to exit the app, and select **[No]** to close the pop-up window. The status bar and navigation bar are displayed after exiting.

## 7.2 Data and Time

Open **[System Setting]** > **[Data and Time]** to set the time.



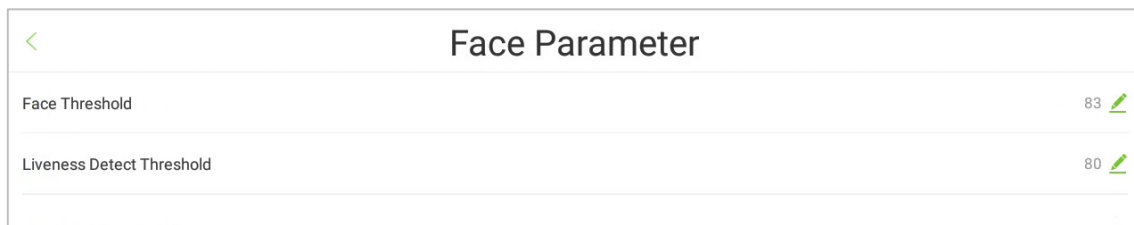
- **Set Date:** Set the month and year on the calendar, and then tap **[OK]**.
- **Set Time:** Move the "hour" and "minute" pointers on the clock to set the time, and then tap **[OK]**.



- **Sync Time:** set the synchronization network time or server time.

## 7.3 Face Parameter

Open **[System Setting] > [Face Parameter]**.



### 7.3.1 Face Threshold

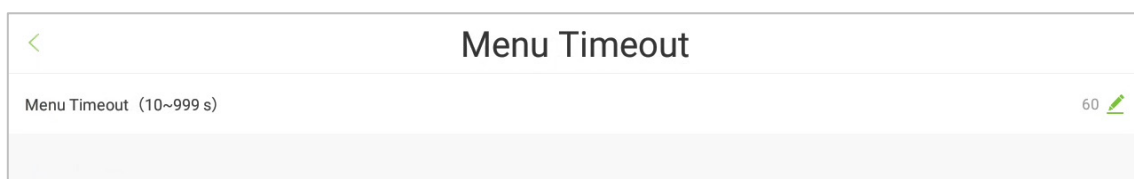
Set the level of similarity between the registered face templates and the verified one in the device. The default value is 72, and it ranges from 72 to 99.

### 7.3.2 Liveness Detect Threshold

A lower value leads to higher accuracy with a higher rejection rate. But the recognition speed will be influenced. The recommended value is 80, and it ranges from 0 to 99.

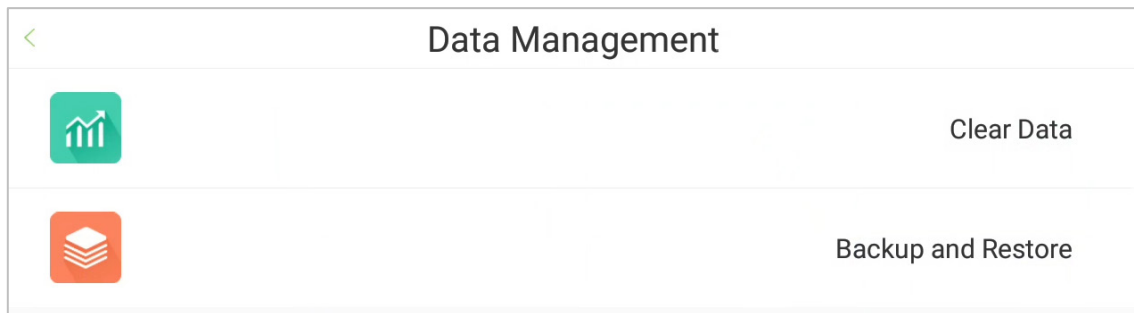
## 7.4 Menu Timeout

Open **[System Setting] > [Menu Timeout]** to set the timeout duration of the device's menu. If it exceeds the set time range, and the menu is not operated, it will automatically exit to the main page. The default value is 60, ranging from 10 to 999.

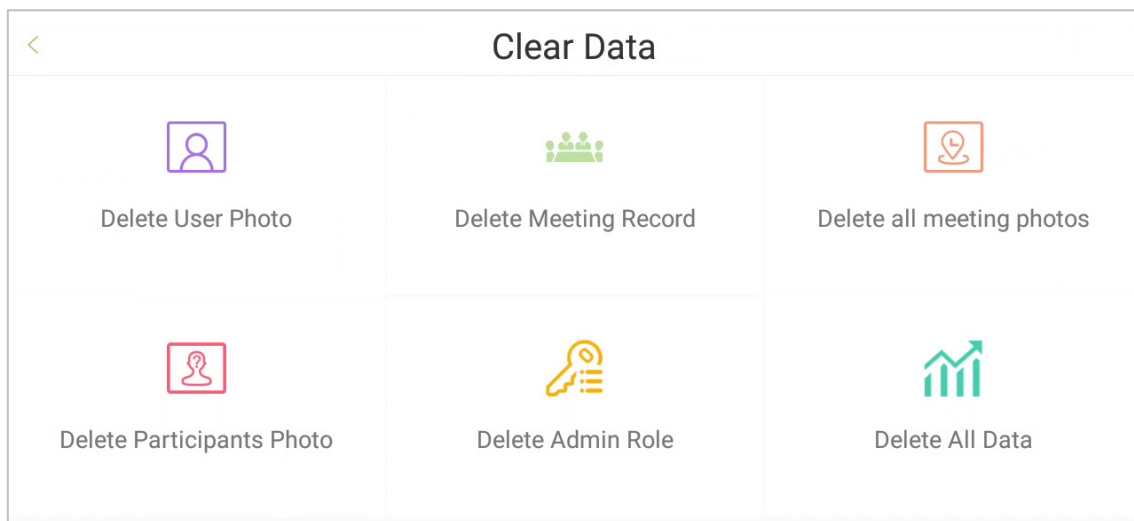


## 8 Data Management

Open the main menu and select [**Data Management**]. Data management includes clear data, backup and restore management.



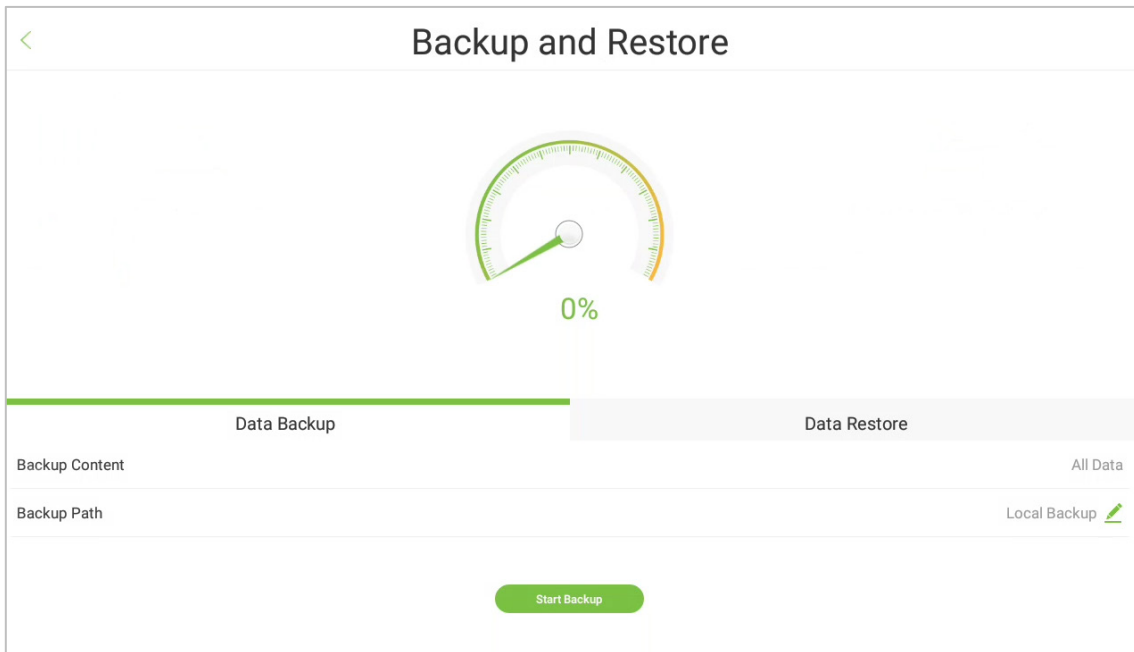
### 8.1 Clear Data



- **Delete User Photo:** Delete all registered user photos on the device.
- **Delete Meeting Record:** Delete all meeting records or delete the meeting record within the time.
- **Delete All Meeting Photos:** Delete all verification snap photos. This photo is saved in the firmware database and cannot be viewed on device.
- **Delete Participants Photos:** Delete the participants photos distributed by software.
- **Delete Admin Role:** Delete the admin role in the device.
- **Delete All Data:** Delete all data in the device.

## 8.2 Backup and Restore

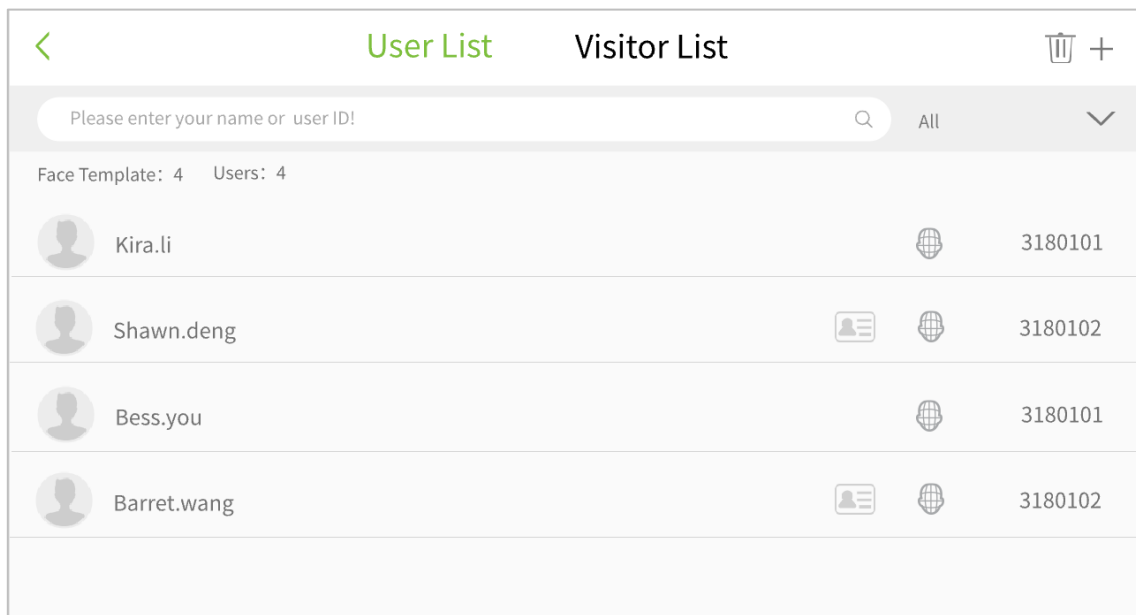
Select to backup all data from the device or restore data to the device.





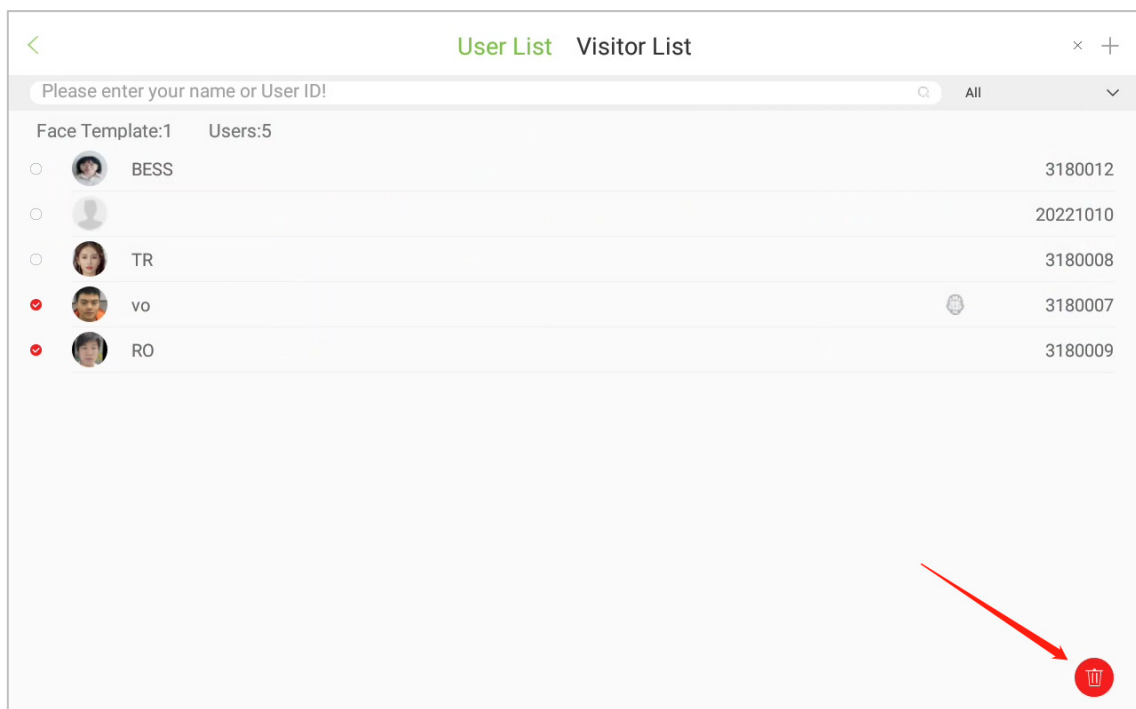
## 9 User Management

The list is divided into user list and visitor list, which are used to display the basic information of all personnel, including user photos, names, IDs, and template information.

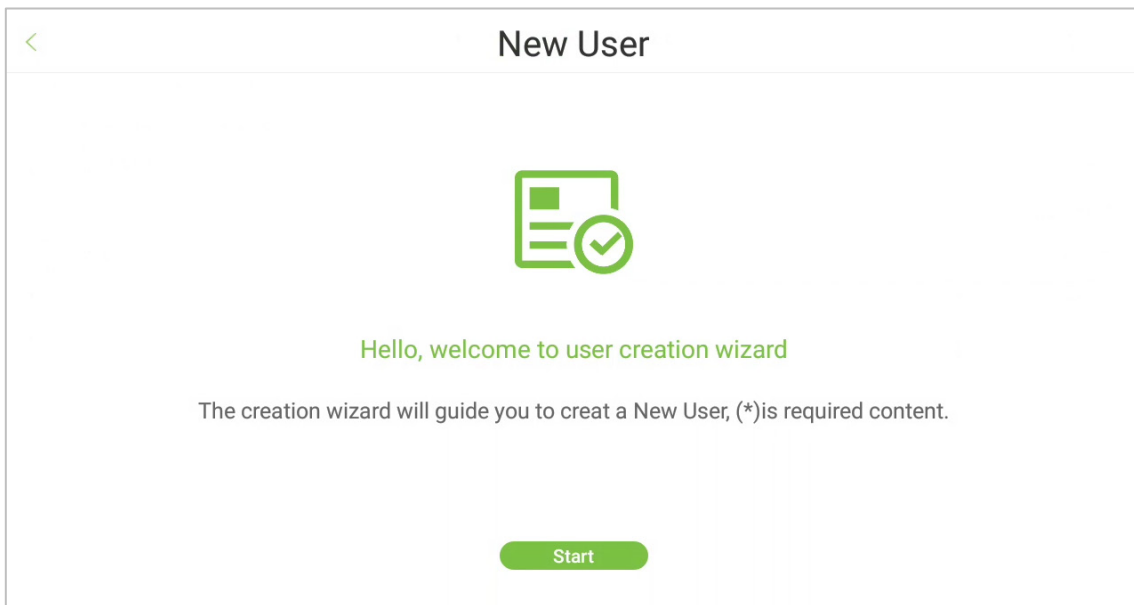
- **User List:** Displays users registered at the device or distributed by the software.
- **Visitor List:** When the Armatura One Software distributes the participants, the visitor data will display in the list.



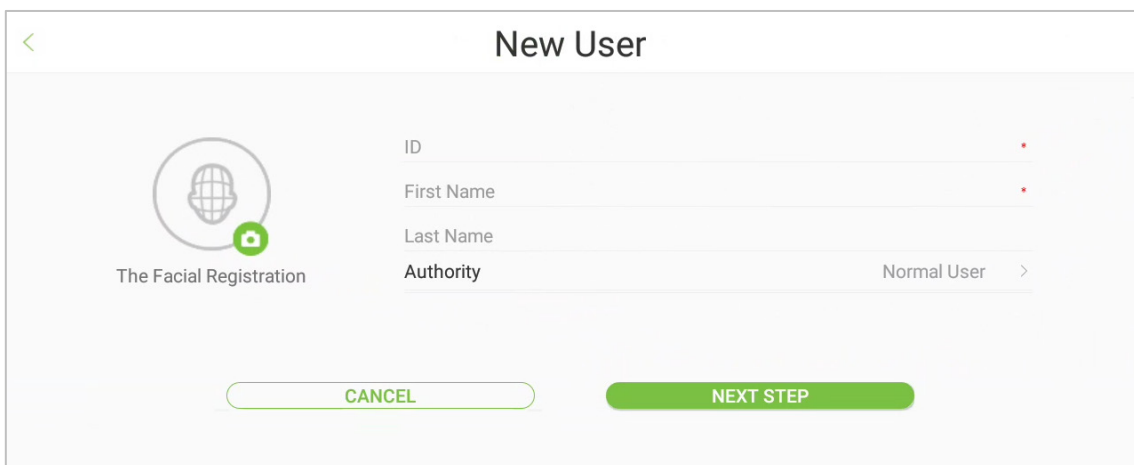
- **Search Bar Function:** Support fuzzy search by username or user ID.
- **Quantity Statistics:** Used to count the number of face templates and users.
- **Delete User:** Tap the button  in the upper right corner, select the user to delete, and tap .



- **New User:** Tap the button + in the upper right corner to jump to the **[New User]** page, as shown in the following figure.






Tap the **[Start]** button to fill in the user information, then Tap **[Next]** to enroll face or card number.



## 10 Access Management

Open the main menu and select [**Access Management**]. Access management includes Lock open Duration, Door Sensor Delay, Door Sensor Type, Door Sensor Alarm Delay, and Alarm.















**Note:** The four functions of Door Sensor Delay, Door Sensor Type, Door Sensor Alarm Delay, and Alarm. have not been developed yet.

Access Parameter	
Lock Open Duration(s)	10 
Door Sensor Delay(s)	10 
Door Sensor Type	None >
Door Sensor Alarm Delay(s)	30 
Alarm	<input type="checkbox"/>

- **Door open Duration(s):** The time duration for which the lock will be kept unlocked by the device. (Valid value: 1~10 seconds)

## 11 Meeting Record


Open the main menu and select [**Meeting Record**]. Meeting Record includes name, ID, meeting name, verification state, verification time.

Meeting Record				
Please enter your name or User ID <input type="text"/>				
2022-10-10				
	kira 3180014	biotime1010-2		14:23:05
	kira 3180014	biotime1010-2		14:23:03
	KI 3180016	biotime1010-2		14:23:01
	kira 3180014	biotime1010-2		14:23:00
	kira 3180014	biotime1010-2		14:22:58
	kira 3180014	biotime1010-2		14:22:56
	kira 3180014	biotime1010-2		14:22:54

## 12 System Information

<

### System Information



**ZKBioArgus**  
Version 2.3.58

1.通...
>

Usage	FaceKiosk-H10A
Device Name	FaceKiosk-H10A
Push Version	2.0.38
Face Algorithm Version	5.6
Platform Information	ZSM750
Serial Number	500152160027
Palmform Version	eng.xzj.20220413.102511

<

### Usage

User Capacity		Total10000
Used5		
Meeting Record Capacity		Total10
Used0		
Meeting Photo Capacity		Total10
Used0		

## 13 Armatura One Connection

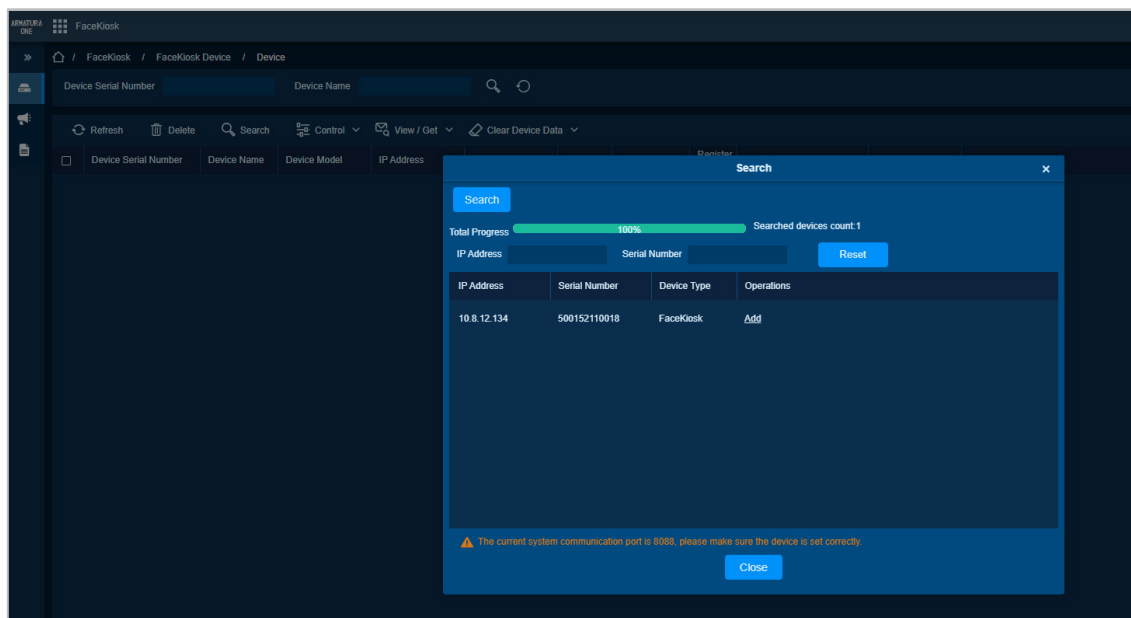
### 13.1 Settings on Device

Open [**Communication Settings**] > [**Cloud Server Setting**] to setting the information.

- **Please enter server type:** There are ZKBioSecurity and ZKBioTime. Select the type of software actually connected. We Select ZKBioSecurity here.
- **Domain Name Server:** When the software is in HTTPS mode, the setting should be enabled.
- **Please enter server address:** In domain name mode, you need to type the complete server address and communication port, as shown in the figure above.

### 13.2 Add Device to Software

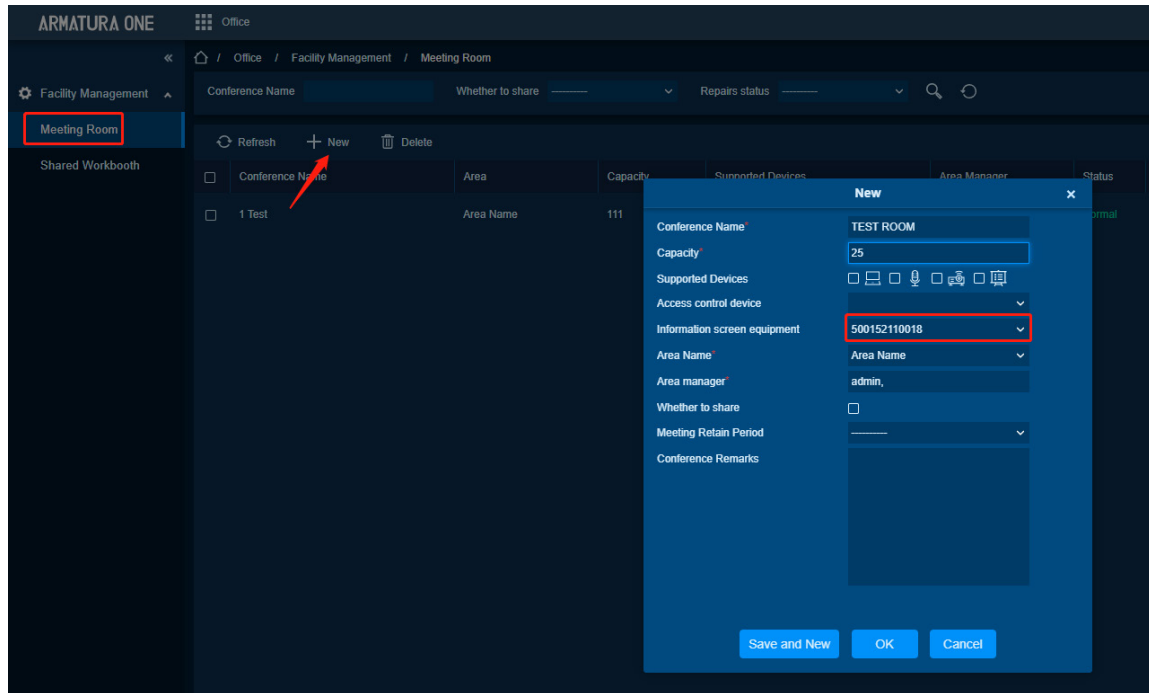
Open Armatura One software and select [**FaceKiosk**] > [**Device**] > [**Add**] to add the device to the software.



## 13.3 Add Meeting Room

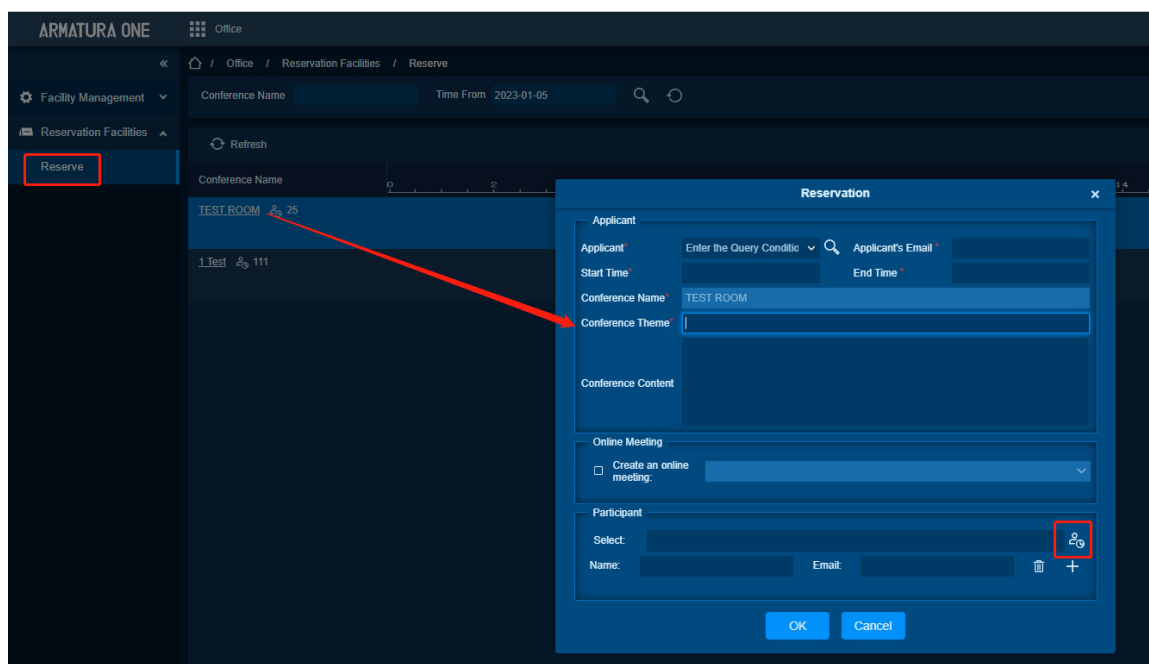
In **Office** module, open the [**Facility Management**] > [**Meeting Room**] menu. Click [**New**] button to add a meeting room, it needs to bind the information screen equipment. After adding, the meeting room name and capacity information will be distributed to equipment.

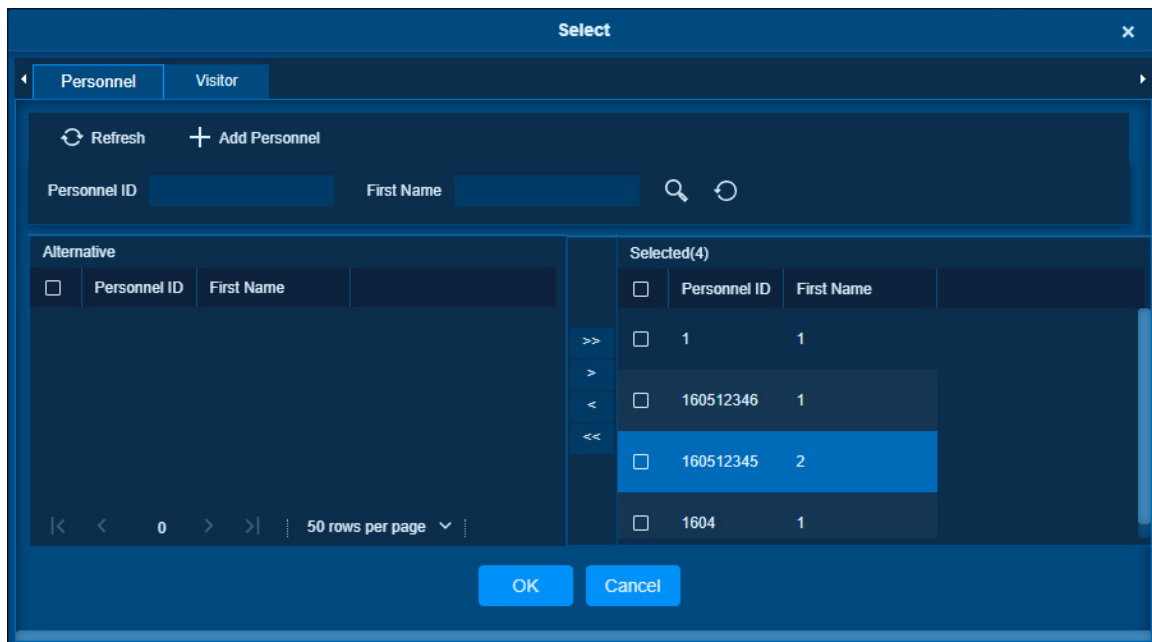
**Note:** A device must be bound here, otherwise subsequent meetings cannot be distributed to the device.



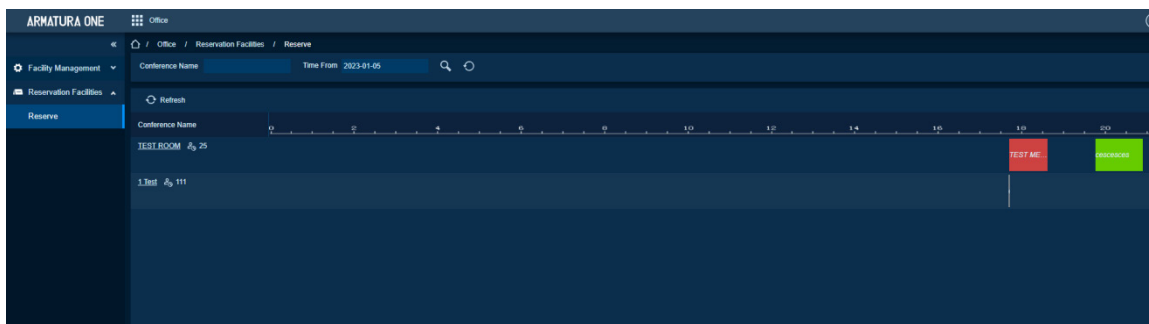
## 13.4 Reservation

In **Office** module, open [**Facility Management**] > [**Reserve**] menu, click the meeting room to be reserved, the following page will appear, filling relevant information, and select participants. Click [**OK**].

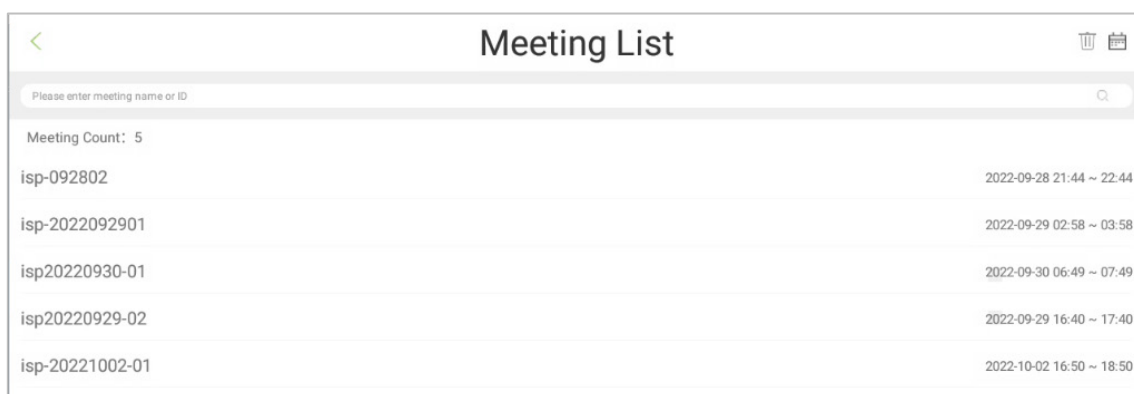




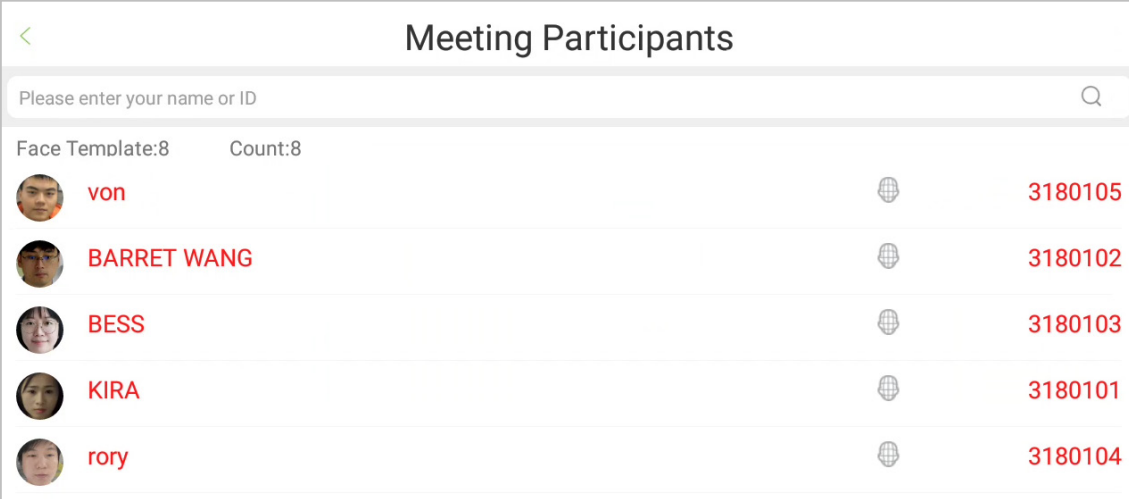
The created meeting can be seen on the timeline. Red indicates that it is in progress, green indicates that it is about to start, and gray indicates that it has ended.













After the software completes the reservation, the meeting can be distributed to the bound device. Go to the firmware menu Meeting Management -> Meeting List to view it.



Click the meeting to see the specific participants. the black fonts indicates that someone have checked in and the red fonts indicates that someone have not checked in.



Meeting Participants			
Please enter your name or ID			
Face Template:8	Count:8		
	von		3180105
	BARRET WANG		3180102
	BESS		3180103
	KIRA		3180101
	rory		3180104

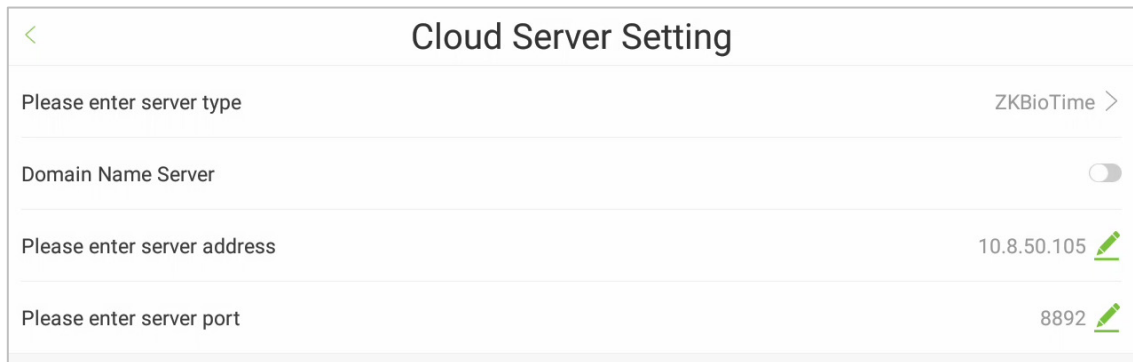
## 13.5 Verification

Participants can check in on the home page when the meeting is starting. It is restricted that only the participants or administrators of the current meeting can pass the verification. The verification mode supports face or card.

## 14 ZKBioTime Connection

### 14.1 Settings on Device

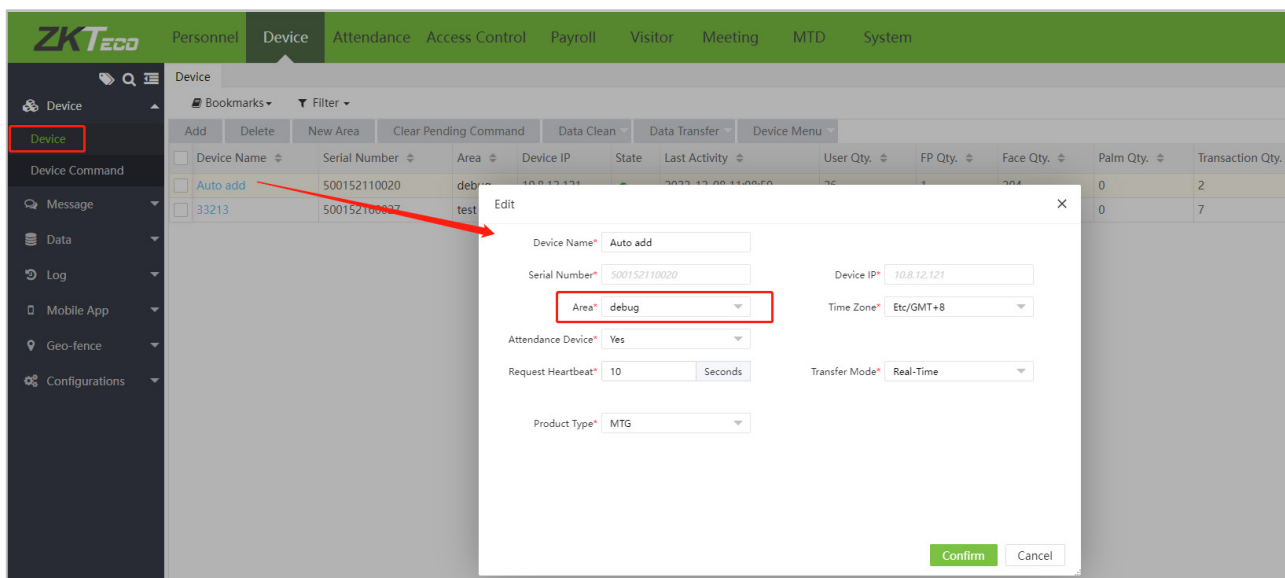
Open [Communication Settings] > [Cloud Server Setting] to setting the information.



- **Please enter server type:** There are ZKBioSecurity and ZKBioTime. Select the type of software actually connected. We select ZKBioTime here.
- **Domain Name Server:** When the software is in HTTPS mode, the setting should be enabled, otherwise, it should be closed.
- **Please enter server address:** enter the server address.
- **Please enter server port:** enter the server port.

### 14.2 Add Device to Software

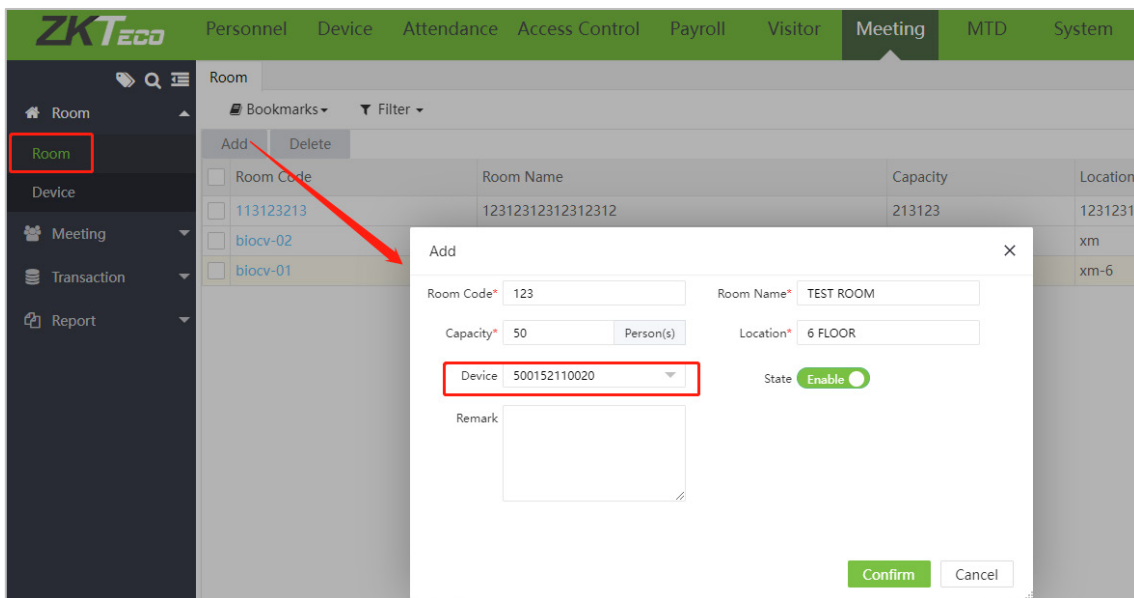
Open ZKBioTime software and select [FaceKiosk] > [Device], click the device to be added, modify the area, and click [OK] to add the device to the software.



### 14.3 Add Meeting Room

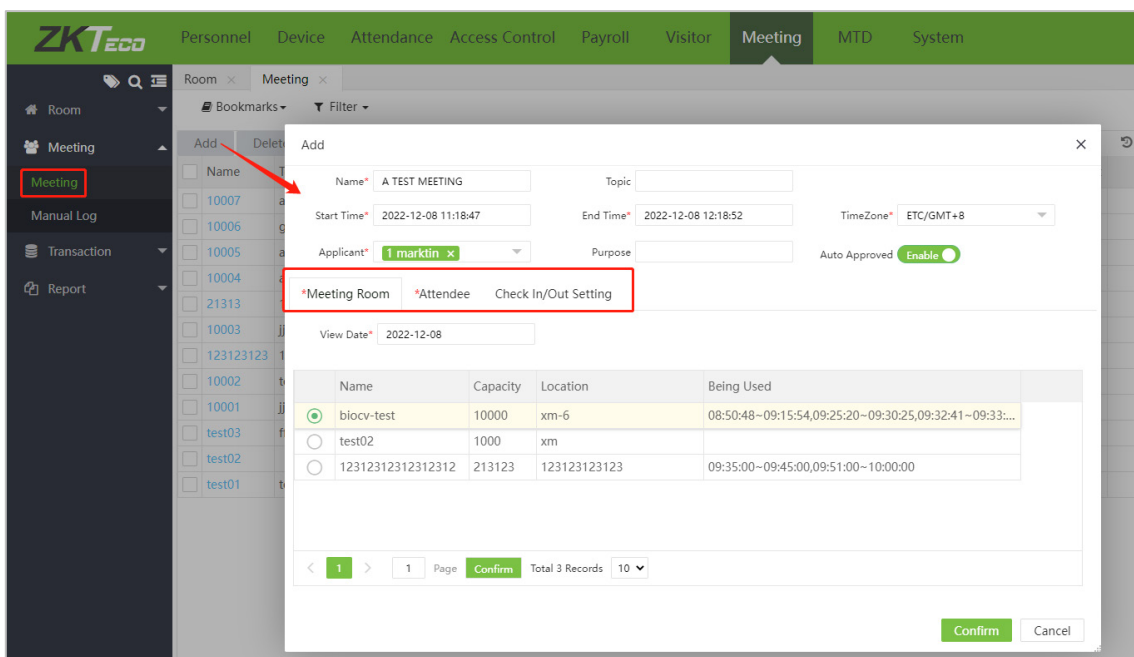
In **Meeting** module, open the **[Room]** menu. Click the **[Add]** button, filling the meeting room information, bind the equipment, and click **[OK]** to complete the addition of the conference room. After adding, the conference room name and conference capacity information will be distributed to the device.

**Note:** A device must be bound here, otherwise subsequent meetings cannot be distributed to the device.



### 14.4 Reservation

In **Meeting** module, open the **[Meeting]** menu, click the **[Add]** button to open the new interface. Filling the meeting information, select the meeting room, attendee and check in/out settings to complete the meeting reservation.



- **Meeting Room:** Select the meeting room to be reserved.

● **Attendee:** Select Participants.

Add
✕

Name\*

Start Time\*

Applicant\* 1 marktin ✕

Topic

End Time\*

Purpose

TimeZone\*

Auto Approved Enable

\*Meeting Room \*Attendee Check In/Out Setting

Departme  Department  Employee

<input type="checkbox"/>	Employee ID	First Name	Last Name	Department
<input checked="" type="checkbox"/>	1	marktin		部门
<input checked="" type="checkbox"/>	100010			部门
<input checked="" type="checkbox"/>	100011			部门
<input checked="" type="checkbox"/>	100012			部门
<input checked="" type="checkbox"/>	100013			部门

Selected 5

<input checked="" type="checkbox"/>	Employee ID...	First Name...	Last Name...	Department
<input checked="" type="checkbox"/>	1	marktin		部门
<input checked="" type="checkbox"/>	100010			部门
<input checked="" type="checkbox"/>	100011			部门
<input checked="" type="checkbox"/>	100012			部门
<input checked="" type="checkbox"/>	100013			部门

20 Total 9999 Records
1 Page
Confirm

● **Check In/Out Setting**

It is an optional function, if enable it, the verification record of participants will contain the corresponding status within the period. If disable it, the verification record has no status.

Add
✕

Name\*

Start Time\*

Applicant\* 1 marktin ✕

Topic

End Time\*

Purpose

TimeZone\*

Auto Approved Enable

\*Meeting Room \*Attendee Check In/Out Setting

Check In Required Yes

Start Time\*  End Time\*

Check Out Required Yes

Start Time\*  End Time\*

< Meeting Record
📅

Please enter your name or User ID

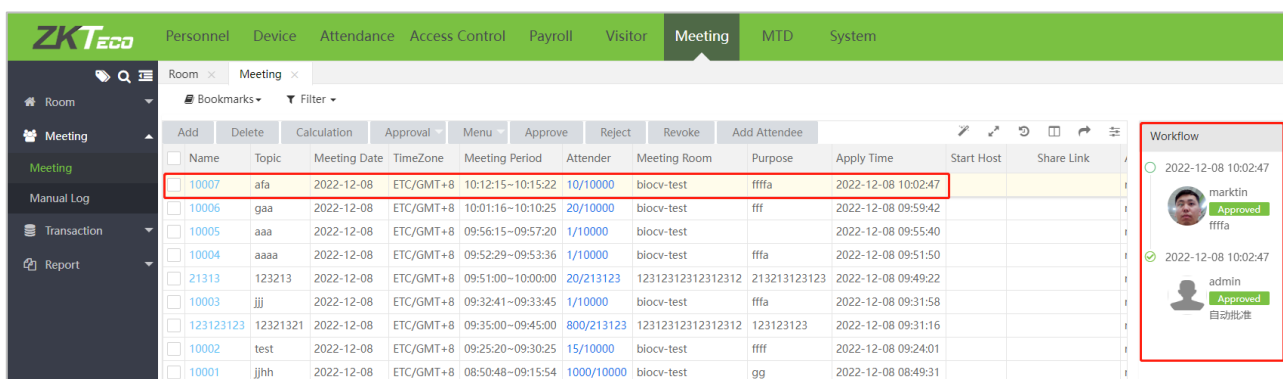
2022-10-10

	kira 3180014	biotime1010-2	Check out		14:23:05
	kira 3180014	biotime1010-2	Check out		14:23:03
	KI 3180016	biotime1010-2	Check in		14:23:01
	kira 3180014	biotime1010-2	Check in		14:23:00
	kira 3180014	biotime1010-2			14:22:58

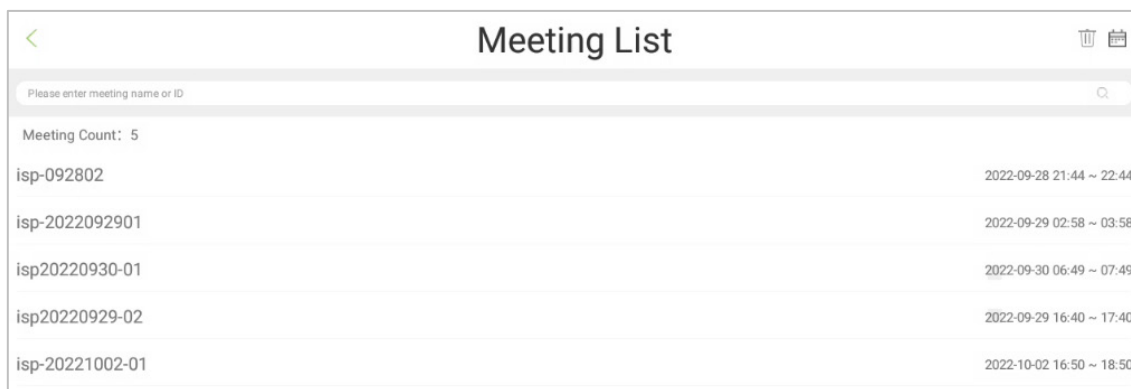
Page | 33

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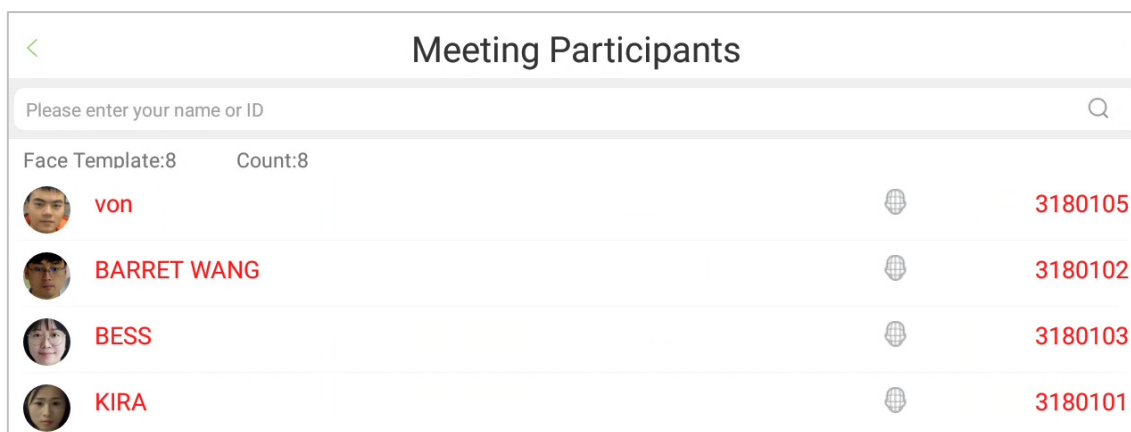
The created meeting can be seen in the meeting list. When the status is approved, the meeting can be distributed to device.



After the software completes the reservation, the meeting can be distributed to the bound device. Go to the firmware menu [Meeting Management] > [Meeting List] to view it.



Click the meeting to see the specific participants. the black fonts indicates that someone have checked in and the red fonts indicates that someone have not checked in.



## 14.5 Verification

Participants can check in on the home page when the meeting is starting. It is restricted that only the participants or administrators of the current meeting can pass the verification. The verification mode supports face or card.