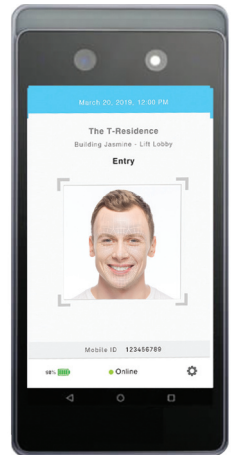
timeTec
www.timeteccloud.com



TIMETEC QF PLUS

Wireless QR Code & Facial Recognition Terminal

User Guide

timeTec
www.timeteccloud.com

COPYRIGHT NOTICE

All rights reserved. No part of this book may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without written permission from TimeTec Holding. Every precaution has been made to supply complete and accurate information. Information in this document is subject to change without prior notice.

DISCLAIMER

No person should rely on the contents of this publication without first obtaining advice from a qualified professional person. The company expressly disclaims all and any liability and responsibility to any reader or user of this book, in respect of anything, and of the consequences of anything, done by any such person in reliance, whether wholly or partially, upon the whole or any part of the contents of this book.

TimeTec Cloud

TABLE OF CONTENTS

1	**BEFORE YOU START**	4-5
2	**THE OVERVIEW**	6
3	**INITIALIZATION AND SYNCHRONISATION**	7-8
4	**SYSTEM SETTINGS**	9-13
5	**HOW TO CONNECT TO TIMETEC TA & ACCESS**	14
	To connect to TimeTec TA	14-16
	To connect to TimeTec Access	17

1 Before You Start

Make sure the QF Plus is connected to the Internet via mobile data or WiFi. The QF Plus app can only work after it is connected to the TimeTec server.

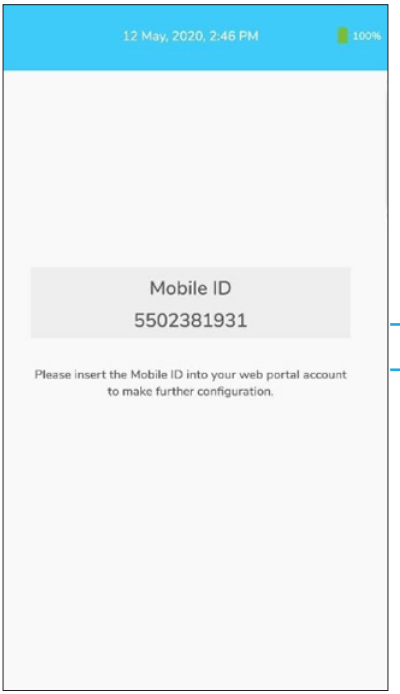
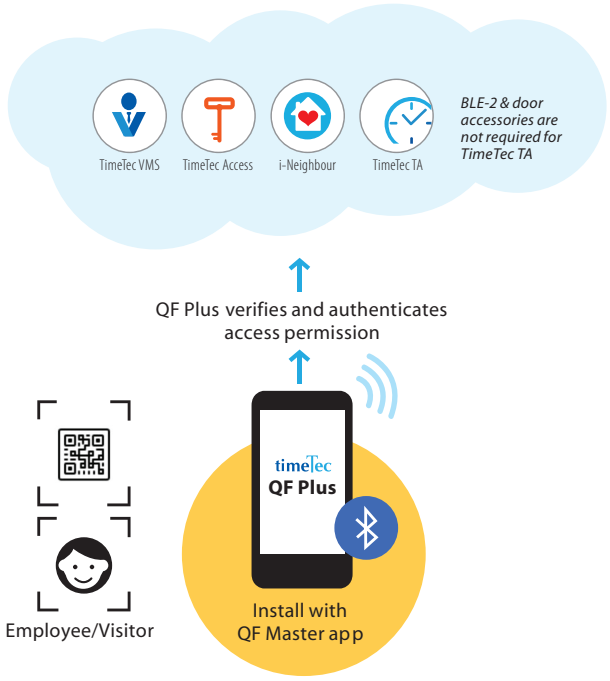


Figure 1

Enter the mobile ID for the next process.

Register the mobile ID into the TimeTec cloud application (TimeTec TA, TimeTec Access, TimeTec VMS or iNeighbour) as the QF Master device.



2 The Overview

You will find the Online display at the bottom of the screen after the QF Plus is connected to the Internet. QF Plus will auto-initialise after it is connected to TimeTec cloud application mentioned before.

The 1 icon indicates that the QF Plus is downloading the users' face templates, QR codes and access rules from the TimeTec cloud application. The [cloud] icon will disappear right after the download process has completed. Once it is done, you can begin to use the QF Plus device.

The QF Plus will push the users' access records to the server periodically. It will also update the users' credentials and access rules. Whenever this happens, a 1 icon will appear.

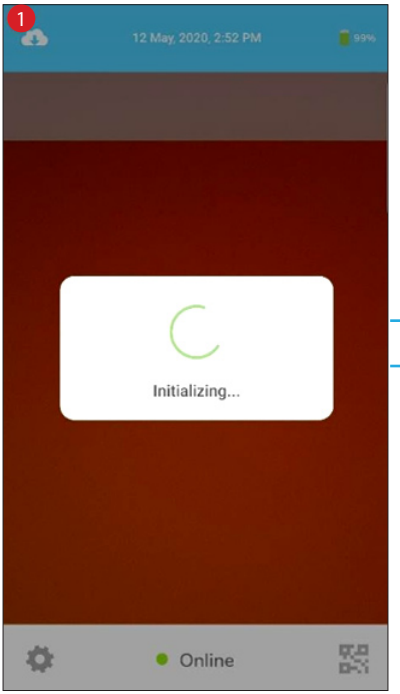


Figure 2

3 Initialization and Synchronisation

During the operation, QF Plus scans and verifies the user's face when a user approaches it. The user must readjust his/her position to ensure that his/her face fits within the scanning area.

1. Display the date and time
2. Display the access point name
3. Indicate the in or out action (is In while is Out, you can configure this under the TimeTec cloud application.)

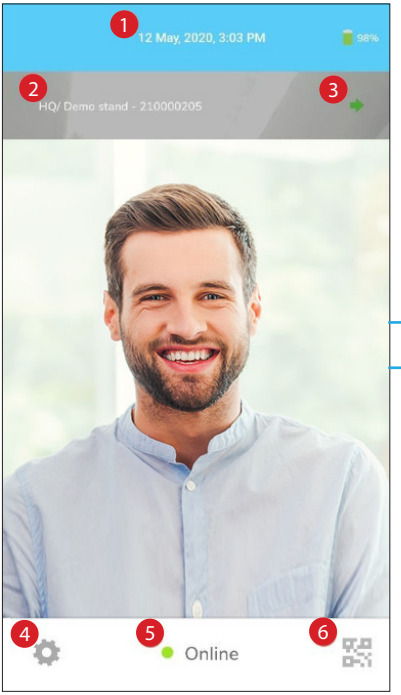


Figure 3

4 Tap here to enter Configuration. ONLY assigned personnel with an admin password can configure the QF Plus. Refer to Figure 5.

5 Indicate the QF Plus's connection status

6 Tap here to switch to scan the QR code. Refer to Figure 4.

When QF Plus switches for QR code scanning, a square box will be prompted on the screen. Position your QR code within the scanning area.

Tap 6 to switch back to face scanning mode. Refer to Figure 3.

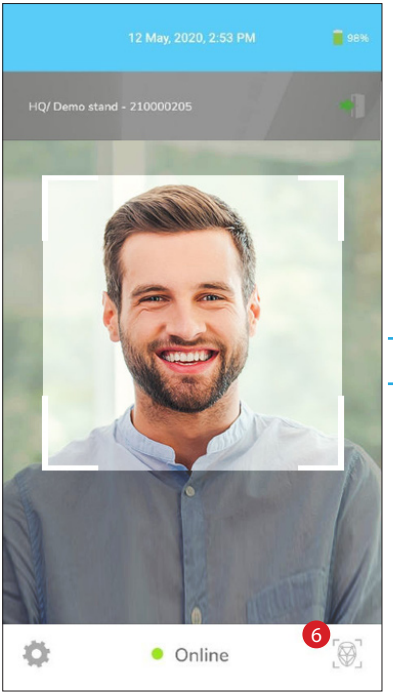


Figure 4

4 System Settings

Insert your admin username and password (the same credentials you use to login to the TimeTec cloud application). Tap Login to enter the System Settings.

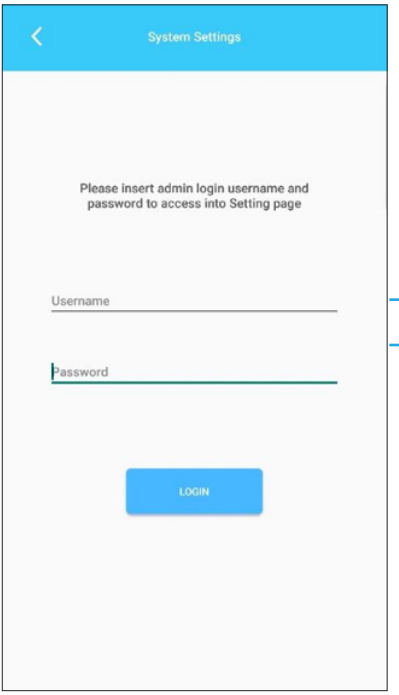


Figure 5

There are 4 sections in the System Settings:

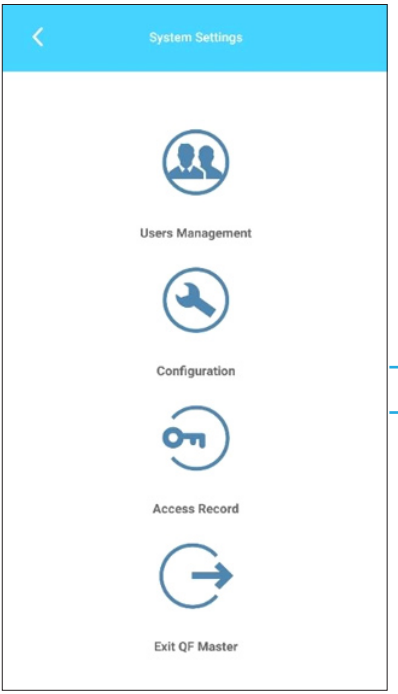


Figure 6

Users Management
You can check the list of users, credentials and the assigned access rules. See Figure 7.

Configuration
You can personalise the QF Plus display and scanning behavior. See Figure 8.

Access Records
You can check the access records stored in the QF Plus.

Exit QF Master
To exit the app.

You can check the list of assigned users who are allowed to access entrances via the QF Plus. Here you will find:

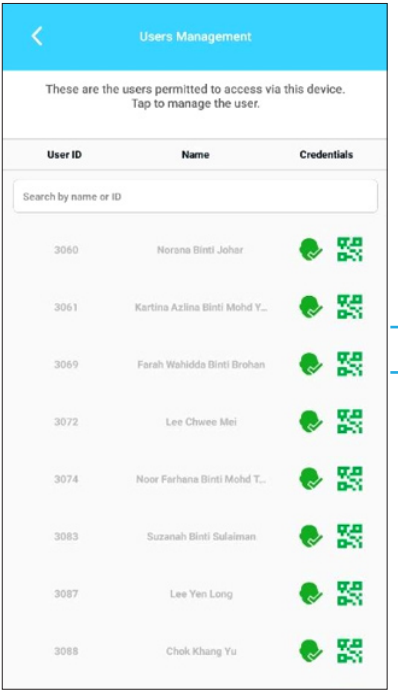


Figure7

[Head in grey] – This user is not enrolled with a face template

[Head in green] – This user has enrolled with a face template

[QR code in grey] – This user is not assigned with a QR code

[QR code in green] – This user has been assigned with a QR code

Tap on the icon next to the user's name to initialise the face enrolment process. The new enrolled face template shall overwrite the previous record, if any.

The QF Plus will automatically update the changes to the TimeTec cloud application and also directly to the other QF Plus devices.

Under the Configuration page, you can personalise the QF Plus.

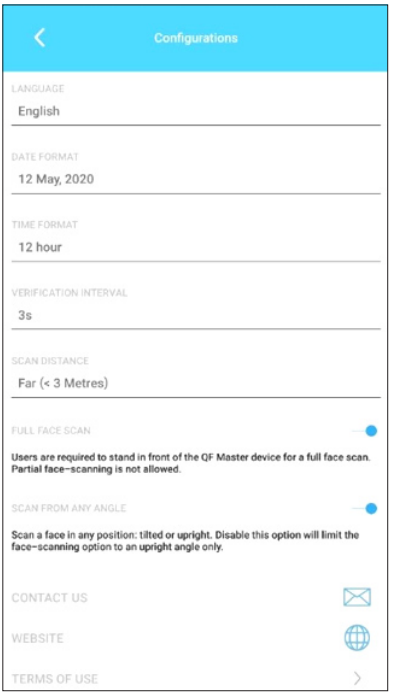


Figure 8

[Language] – Change to your preferred language.

[Date format] – Change to your preferred date format.

[Hour format] – Change to your preferred hour format.

[Verification Interval] – Set the waiting time before the next verification process. This is to avoid the same user verifying multiple times at one time. The system default time interval is 3s.

[Scanning Distance] – Set the distance between the user and the device for face recognition process activation. The Scanning Distance varies by application scenario. For example, you shall set Near when this was to be used at the turnstiles.

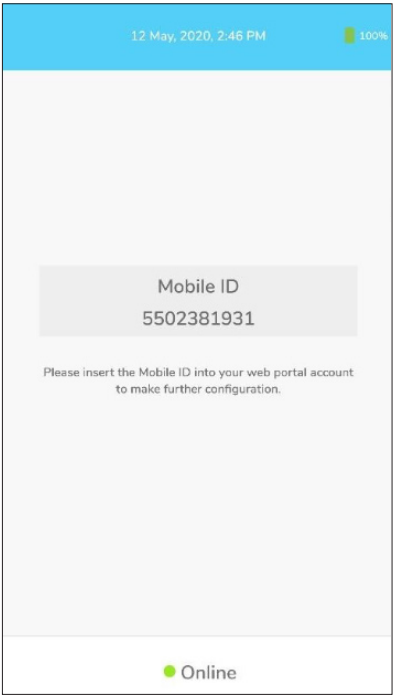
This can avoid wrong scanning action. You can also opt for Medium when the device is installed at the door. This will facilitate the users' scanning. The system default scanning distance is Medium.

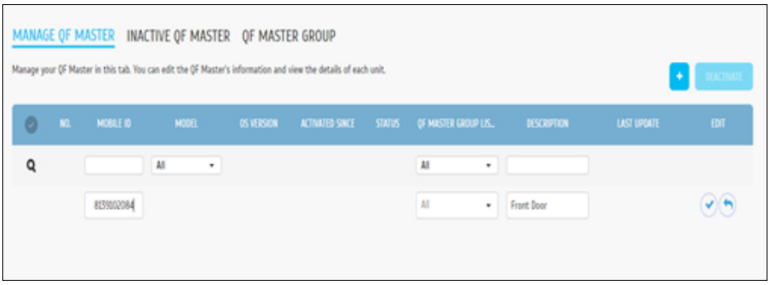
[Full Face Scan] – Users are required to stand in front of the device for a full face scan if Yes has been enabled. Partial face scanning will not be allowed. Set No to disallow partial face-scanning during Full Face Scan verification.

[Scan from any angle] – Set Yes to ease the users to scan their faces with any position (e.g. tilted or upright). Set No to limit the face-scanning option to upright angle only.

5 How to connect to TimeTec TA & Access

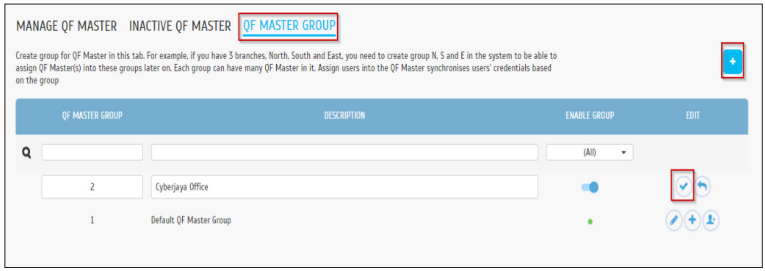
To connect to TimeTec TA





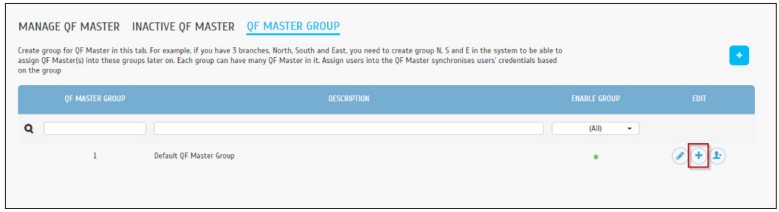
Click on the (+) icon to add QF + under your account. .

Input the unique mobile ID as shown on the QF + main screen. Assign to the QF Master Group and add a description for the particular QF +. Click Submit upon completion.

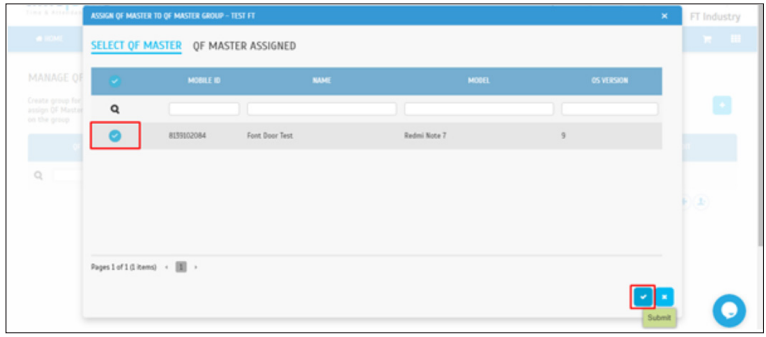


Go to the QF Master Group to assign QF+ to a QF Master Group, and allocate users under each group accordingly.

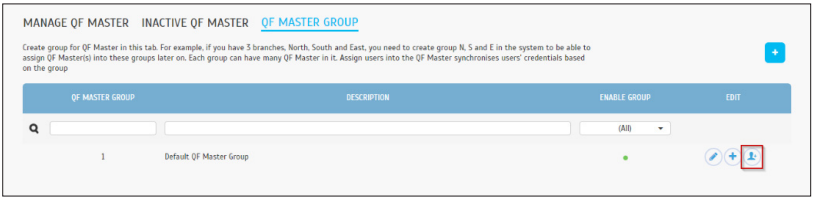
Click "Add" to create a new QF Master Group. Create an ID, name the group and click Save.



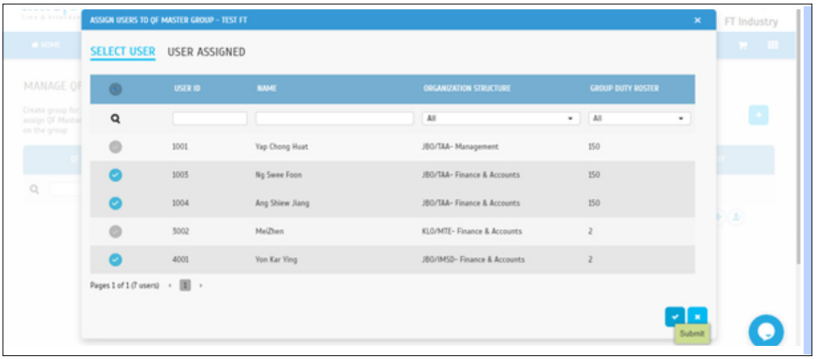
Click the Add icon under the Edit column to add QF Device into the group.



Select the QF Master > Click Submit

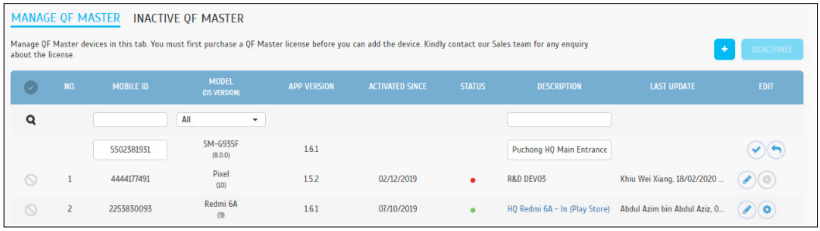


Click the User icon under the Edit column to assign users to this group.



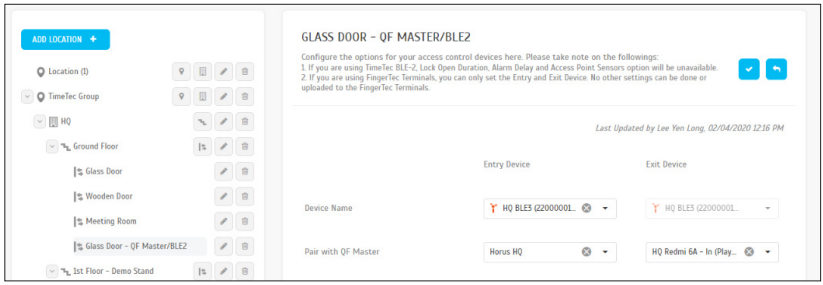
Select the user(s) you want to assign under this group. Click Submit to confirm and the setup is completed.

To connect to TimeTec Access



Click on the (+) icon to add QF + under your account. .

Input the unique mobile ID as shown on the QF + main screen. Add a description for the particular QF +. Click Submit upon completion.



Go to Access Point > Manage Access Point. Select the newly added QF Master to pair with the BLE-2 and it will act as the access terminal. Click Submit to confirm and the setup is completed.

timeTec

www.timeteccloud.com

© 2020 Timetec Cloud Sdn Bhd. All rights reserved • 062020