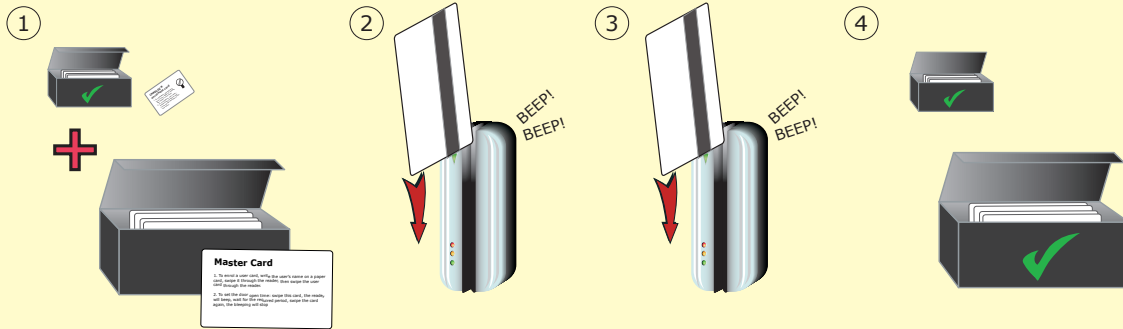


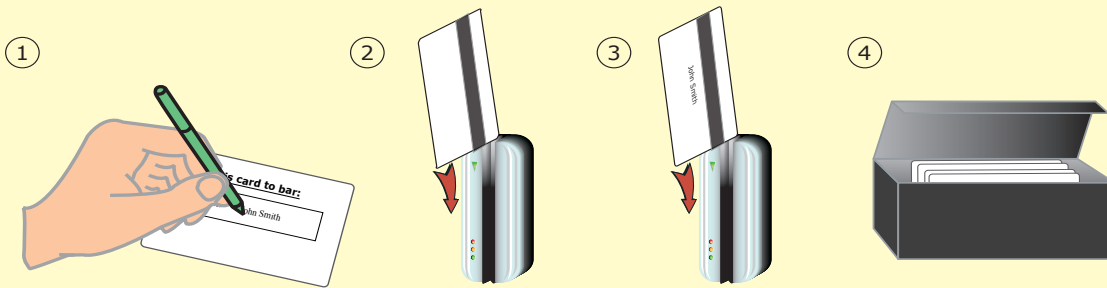
Ins-30103 - Magstripe 25 shadow card pack

Adding a new pack of shadow cards (up to 4)



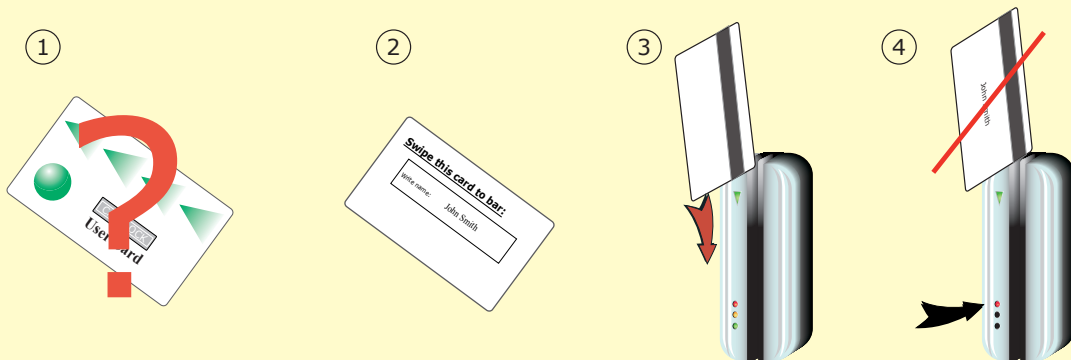
1. Take the master card from the original card pack.
2. Swipe the original master card.
3. Swipe the master card from the new pack you wish to enrol.
4. The new pack is now enrolled. Return both master cards to their respective packs.
 - Up to 4 shadow card packs can be enrolled onto the system.

Issuing tokens



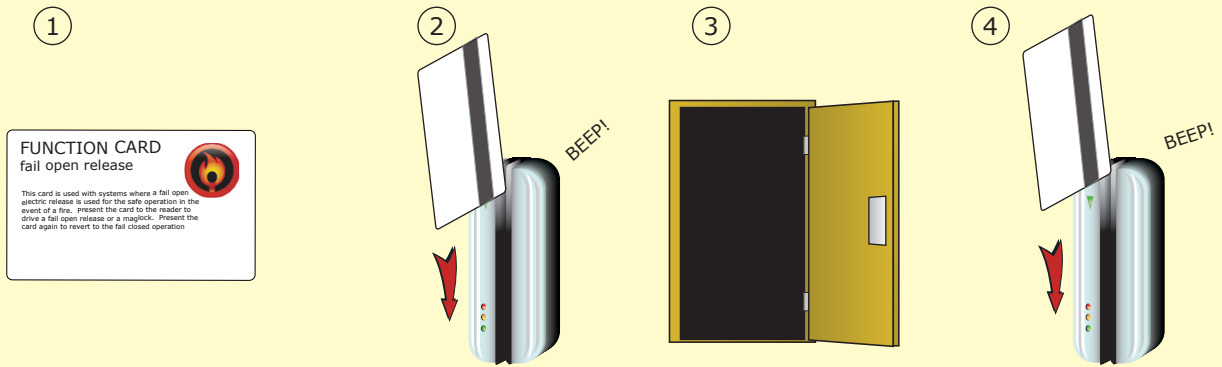
1. Write the name of the user on a shadow card.
2. Swipe the shadow card through the reader.
3. Swipe the chosen user card through the reader - it is now enrolled.
4. Store the shadow card in a safe place.

Bar a user



1. When a card is lost or stolen it is important to bar the card from your system to avoid unauthorized access.
2. To bar a card or token take it's corresponding shadow card from the card pack.
3. Present the shadow card to the reader. This will remove the lost card or token from your system.
4. A barred card can re-validated by presenting the enrolment card followed by the user card to the reader.
5. Alternatively a different user card can be swiped which will then pair that user card with the paper shadow card.

Fail Open release card - (Unit default = Fail Closed)



THIS CARD CAN ONLY BE USED WITH A FAIL OPEN LOCK.

1. Take the fail open release function card from the starter pack.
2. Present/swipe the card through the reader. The reader will beep for about a second.
3. The reader is now set to fail open mode. This allows safe operation of the door in case of fire: The lock will release when the power is cut.
4. To revert to fail closed mode, swipe the card again and the reader will beep once.

Factory reset

1. Power down the unit.
2. Press and hold down the exit button.
3. Power up the unit and release the exit button. The reader will beep and the red LED will come on.
4. After 3 seconds the unit will beep 3 times again and all the LED's will come on.

To delete a card pack

1. Card packs may be deleted from the system if required. Once a card pack has been deleted another one may be enrolled in its place.
2. To delete a card pack, take the master card and swipe it backwards through the reader. The LEDs should then start to flash in sequence, one after the other.
3. During this phase, swipe the master card backwards again and the reader will beep once and the LEDs will all come back on.
4. The card pack will now have been removed from the system

Compatible with any Track 2 ISO magstripe card

User cards are NOT supplied with this unit. Please supply your own user cards.