Date Last saved on Filename 29/04/2019 10:35 28/07/2023 11:49:00 S&G Basic Manual

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Purpose of the document

User Manual including setting procedures for all devices from the S&G Basic range.

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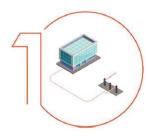
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1 Introduction

This manual describes how to commission a Scan&Go Basic scanner, desktop printer, IDUD, APD, and printer controller (which usually comes integrated in an aluminum column). Please read the relevant technical datasheets and ensure the technical installation is done as described in these documents before continuing.

Before reading this manual further, it is also important to keep in mind that our products operate according the principle of Virtual Communication (= Virtual Networks). This means that you can determine where, when, how long and how often your barcode tickets are valid without having to network Scan&Go BASIC products with each other via a WiFi or wired data network. Electrical power is enough.

HOW IS THIS POSSIBLE?



TRADITIONAL PRODUCTS

Traditional access control often needs a wired or wireless network. This implicates costly disadvantages as such solutions require cabling works, software and / or wireless communication devices. In addition, traditional reading technologies such as tokens and RFID cards are not the ideal choice when it comes to managing customers, visitors, suppliers, etc. Moreover, tokens can't be limited in time validity which leaves you no control as to when your temporary users will effectively leave your site.



AVOID COMPLEXITY

With Scan&Go by default you do not need any data network, only electrical power. With this you avoid all the disadvantages of a wired or wireless solution mentioned above. In addition, Scan&Go uses 2D codes on thermal tickets or cards that do not need to be recovered and therefore avoids the inconvenience of insertion solutions with which you have to empty the tank regularly.



CHOOSE SCAN & GO EFFICIENCY

The ticket validity is encoded in the 2D code. As a result it is the 2D code that determines the duration and frequency of use of a ticket, without any communication between scanners, printers and your physical access. Electrical power is enough.

2 Scan&Go BASIC components

2.1 Scanner Units

The standalone scanner control unit, with integrated CCD scanner and LCD display, interprets Scan&Go Basic 2D code tickets without any communication with Scan&Go Basic printers or a data network. It has one output to which you can connect a physical access.



2.2 Ticket generation/validation

2.2.1 SGB-DT1.x (desktop printer)

This desktop barcode printer for thermal paper comes with 3 push buttons. Each button generates **unique 2D code** tickets that include specific predefined access rights/rules:

- Grey button: Single Use tickets valid for 30 minutes after printing (typically for visitors).
- <u>Blue button</u>: Multiple Use tickets valid till the end of the day (typically for subcontractors, suppliers, etc...).
- <u>Orange button:</u> This button does not come pre-configured. It can be freely configured at commissioning.

Plug in the power cable and start printing. By default the BCP-DT1.x does not require any software configuration and is thus immediately operational.



The free-of-charge configuration software 'BASICAdminTool v4' allows customization of the above mentioned access rights and ticket layout.



2.2.2 Scan&Go Basic IDUD (Validator)

Scan&Go BASIC IDUD (also referred to as BASIC ID Upgrader/Downgrader or BASIC Validator) consists of an Android tablet (including embedded DAS Validator software) with an integrated scanner, USB-connected to a desktop printer (you may have an IDUD tablet with an integrated printer but that printer is not used). IDUD allows printing access/exit tickets and/or discount voucher tickets but it also can be configured for upgrading or downgrading scanned DAS barcode tickets according to predefined access rules or discount voucher values (= presets).

2.2.2.1 Android Tablet including an integrated scanner



2.2.2.2 USB Desktop Printer



2.2.3 BASIC Attended Payment Desk (APD)

APD stands for Attended Payment Desk and represents the manual cash register solution from DAS. It allows calculating due amounts for people's presence on a site, either at a fixed rate (a fixed amount per visit) or at a variable rate (depending on their presence duration).

APD consists of an Android tablet (including the embedded DAS APD software) with an integrated scanner, USB-connected to a desktop printer (your IDUD tablet may have an integrated printer but this printer is not used), and optionally connected to a cash drawer too.

2.2.3.1 Cash drawer



2.2.4 Printer controller (printer column)



This aluminium column comes with an integrated kiosk printer for thermal tickets connected to a S&G BASIC controller including one output (for connection to a physical access) and one input (presence detection input).

3 Configuring the scanner unit

The scanner unit comes preconfigured but you can customize/modify this default configuration either using the free-of-charge configuration software BASIC AdminTool or a list of barcode command cards and thus apply software-less/offline update procedures.

3.1 Configuring the scanner unit using command cards (offline update procedures)

As described above, the default configuration that the scanner unit comes with, can be updated or modified by scanning specific command cards to the scanner. Please find hereunder a description of each command card:

- <u>S&G BASIC Identity NNNN</u>: Each Scan&Go BASIC product has a unique identity, represented by a 1D code (= barcode) or 2D code. This identity is printed on a PVC card and comes included in the packaging of the product in question. It is to be scanned prior to each command card listed below.
- S&G Printer NNNN: This card is a unique barcode representing the scanner's identity.
- Link printer: Is used to virtually link a printer and a scanner controller to each other.
- Unlink printer: Is used to virtually unlink a printer and a scanner controller.
- <u>Permanent closed</u>: Is used to permanently close an access until a new command is given.
- Free access: Is used to permanently open an access until a new command is given.
- <u>Direction: Exit</u>: Is used to program the scanner controller in "Exit mode" thus allowing coherent messages to appear on the LCD screen.
- <u>Direction: Entrance</u>: Is used to program the scanner controller in "Entrance mode" thus allowing coherent messages to appear on the LCD screen.
- <u>Set language</u>: Is used to configure the languages in which the messages will appear on the LCD screen.
- <u>Set timezone</u>: Is used to program the timezone.
- <u>Timezone WET, EET, GMT, en CET</u>: Scan one of these cards after you scanned "Set timezone".
- Restore factory defaults: Is used to do a reset of the scanner controller.
- Add permanent card: Is used to add a barcode card with permanent access rights
- Remove permanent card: Is used to remove a permanent card from the control unit memory
- Open barrier: Is used to trigger one relay of the control unit
- Reboot: Is used to reboot the control unit
- <u>Set time</u>: Is used to synchronize the time of a printer with a scanner control unit.
- <u>Clear ticket memory:</u> Is used to delete the event memory of a scanner controller.

Simply scanning these command cards to the scanner will allow easy & fast configuration. While doing so, read the messages on the display so you always know where you are in the configuration process. When powering on the controller, the LCD display shows the serial number of the controller during a few seconds:

BCU+2-0023-H42-F48H

Then you'll see the following messages alternating:

Please scan dour
ticket

And: date and time

Fri 04 Feb 2011 17:01

3.1.1 How to link an additional desktop printer to a scanner controller



Each S&G Basic scanner control unit and printer comes with a "S&G Basic Scanner Identity" and a "S&G Basic Printer Identity" card. These unique barcode cards are necessary for a software-less commissioning.



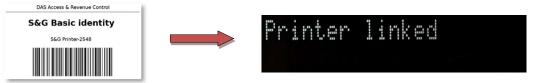
Please note that a S&G Basic scanner controller can read barcodes from up to a maximum of 32 printers. In other words, you can create a virtual link between one scanner and a maximum of 32 printers.

The scanner won't interpret any 2D code tickets unless it has an activated virtual link with the printer(s) that generated the 2D code.

- Scan the card « S&G Basic Identity» until you see the the message 'Please scan: Command card'
- Scan the command card "Link printer" until the message 'Please scan: Printer identity' appears.



• Then scan the card "S&G Printer Identity" of the printer you want to link virtually to the scanner controller. The message 'Printer linked' appears.



Repeat this procedure for each printer that has to be linked.

To undo a virtual link, repeat the above-mentioned procedure and replace the card "Link printer" by the card "Unlink printer".



The message "Ticket printed by another printer" appears when scanning a ticket from a printed which has not been virtually linked.

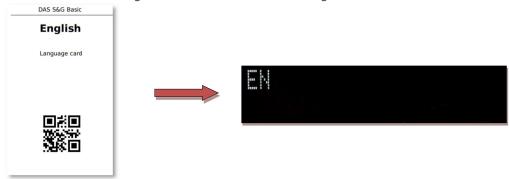
3.1.2 Configuring the display languages

In this example, we want the messages to appear in English, French and German.

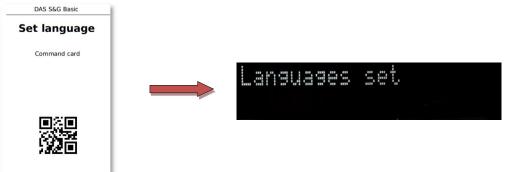
- 1. Scan the card "S&G Basic Identity" to the scanner controller until you see the message 'Please scan: Command card'.
- 2. Scan the command card « Set languages » until you see the message 'Set languages'.



3. Scan the command card « English ». You now see the message 'EN'.



- 4. Now scan the card « French ». You now see the message 'FR'.
- 5. Now scan the card « German ». You now see the message 'DE'.
- 6. Confirm your choices by scanning the command card «Set languages » again until you see the message.



7. If you want the messages only to appear in the first language (EN), scan the card "Set language" after step 3.



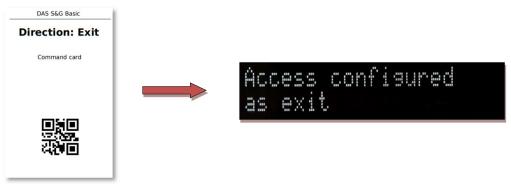
The messages will appear on the display in the same order as the language cards were scanned.

3.1.3 Configuring the flow direction of a controlled access

The scanner controller must be programmed in Entrance or Exit mode in order to allow coherent messages to appear on the display. The default mode is "Exit".

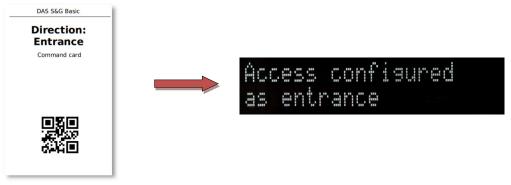
3.1.4 Exit

- Scan the card « S&G Basic Scanner Identity » to the scanner until you see the message 'Please scan: Command card'.
- Then scan the command card « Direction : Exit » until you see the message 'Access configured as exit'.



3.1.5 Entrance

- Scan the card « S&G Basic Scanner Identity » to the scanner until you see the message 'Please scan: Command card'.
- Then scan the command card « Direction : Entrance » until you see the message 'Access configured as entrance'.



3.1.6 How to configure an access in "Free access" mode?

- Scan the card « S&G Basic Scanner Identity » to the scanner until you see the message 'Please scan: Command card'.
- Then scan the card "Free access" until you see the message 'Free access configured'.



• The display shows from now on the message 'Free access'.





Free Access mode activates a permanent control of the relay. Please check the compatibility of your physical access with this command. For example, an automatic barrier could be configured to close automatically even with our permanent open command.

- To return to a controlled mode: Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the card « Free access » until you see the message 'Access control activated'.

3.1.7 How to configure an access in "Permanent closed" mode?

- Scan the card « S&G Basic Scanner Identity » to the scanner until you see the message 'Please scan: Command card'.
- Then scan the card "Permanent closed" until you see the message 'Access closed'.



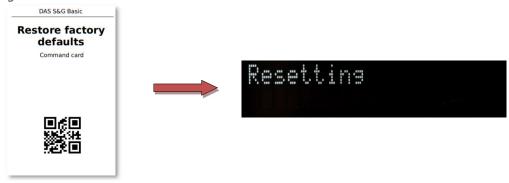
• From now on the screen will display the message "Sorry, this access is closed' until this setup is changed again.



- To return to a controlled mode: Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the card « Permanent closed » until you see the message 'Access control activated'.

3.1.8 How to reset the scanner controller (Factory defaults)

- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan command the card "Restore factory defaults" until you see the message 'Resetting....'.

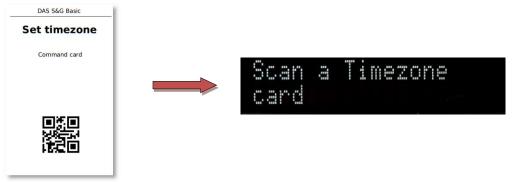


You'll now see the message 'Reset OK' during a few seconds.



3.1.9 How to set the timezone

- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the command card « Set Timezone » until you see the message 'Scan a Timezone card'.



- Scan one of the cards "GMT" (Greenwich Mean Time), "WET" (Western European Time), "CET" (Central European Time) or "EET" (Eastern European Time).
- You'll now see the message 'Timezone set' during a few seconds.





Select "CET" for an automatic daylight saving time management.

3.1.10 How to add a permanent access card

- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the command card "Add permanent card" until you see the 'Please scan: Permanent card'.



• Scan the "Permanent card" to be added until you see the message 'Permanent card added'.

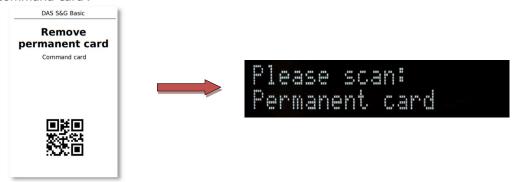
Permanent card added

Returning...

• Repeat the previous step for each "Permanent card" you want to add and then finish this procedure by scanning the command card "Add permanent card". You'll now see the message 'Returning.....' during a few seconds.

3.1.11 How to remove a permanent access card

- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the command card "Remove permanent card" until you see the message 'Please scan: Command card'.



• Scan the "Permanent card" to be removed until you see the message 'Permanent card removed'.

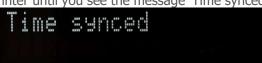
Permanent card removed

3.1.12 How to synchronize the internal clocks of a desktop printer and a scanner controller

- Put the printer in Admin Mode by pressing either the grey or blue push buttons while powering on the printer.
- Then, remove your finger from the push button. The printer is now in Admin mode. No access control barcodes can be printed anymore.
- Now press the grey and blue buttons simultaneously until the printer starts printing a "Timestamp" ticket (If you first want to update the system time of the printer use the configuration software DAS BASIC AdminTool.
- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the command card "Set time". You'll now see the message 'Please scan: Timestamp'.



Scan the time ticket generated by the desktop printer until you see the message 'Time synced'.





When applying the above mentioned procedure, a small delay between both internal clocks is unavoidable. Use AdminTool if a precise synchronization is required.

3.1.13 How to print barcode tickets using the DAS desktop printer

The desktop printer comes with three push buttons. The orange-coloured one is not active. The other two allow printing barcodes. Each button generates barcodes with a default validity.

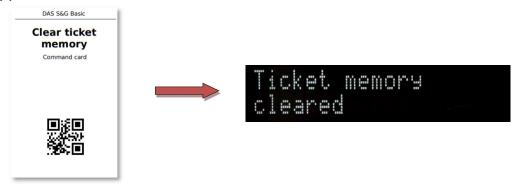
- Grey button (Multiple entry):
 - This ticket can be used multiple times until the end of the day
- Blue button (Single entry):
 - o This ticket can only be used once within 30 minutes after it was printed.



Use DAS BASICAdminTool to customize the validity of the two push buttons and the ticket layout (= adding a logo and specific text, ...).

3.1.14 How to delete the event memory of the control unit

- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the command card "Clear ticket memory" until you see the message "Ticket memory cleared".





When the scanner controller unit is deleting the events memory, the LCD display will not display anything.



If you configured the desktop printer to print barcodes with access rights that are longer than the default access rights the printer comes with, the scanner might need more time to search through its events memory. In these cases, emptying the event memory from time to time might be useful.

3.1.15 How to reboot the scanner controller

- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the command card "Reboot"



During the reboot process, the LCD display will not display anything.

3.1.16 How to trigger the output relay of the scanner controller

- Scan the card « S&G Basic Scanner Identity » until you see the message 'Please scan: Command card'.
- Then scan the command card "Open barrier".

3.2 Configuring the scanner unit using BASIC AdminTool v4



DAS BASIC AdminTool is a self-contained PC web application that does not need a working internet connection. However, due to the web technologies used, your firewall or virus scanner could interfere with it. Don't restrict or reduce the security level of DAS BASIC AdminTool, even when requested by your computer and make sure that network port 7100 is available.

3.2.1 Selecting the right com port

The setting in DAS AdminTool must match the port you connect the DAS device to.

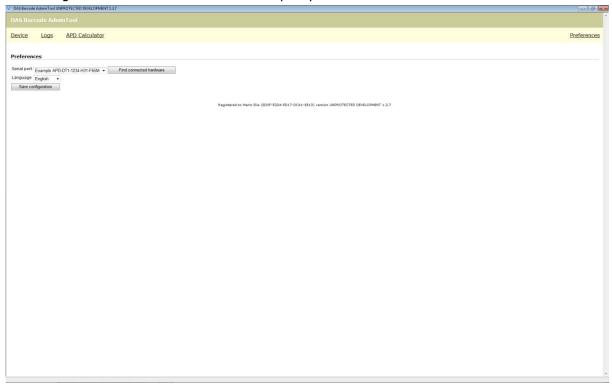


Fig 03

- Click on 'Preferences' at the top right of your screen
- If you know the port number, select the correct port from the drop down box.
- If you don't know the port number, click 'Find connected hardware' until you see the message 'Device
 has been detected on Com #'. It can take a while for DAS AdminTool to scan all serial ports of your
 computer.
- Select this com-port in the drop-down menu next to 'Serial port'.
- · Click on 'Save'
- · You now see the message 'Configuration saved'

3.2.2 Troubleshooting the USB Serial Port

If you are using a USB Serial port converter, and DAS AdminTool can't communicate with the device try the following steps:

• Go to start>run and type "devmgmt.msc" (you can type this in the 'Search' box in the start menu of Windows Vista/7/10)



Fig 04

• Double click 'USB Serial Port COM #' and click the 'Port configuration



Fig 05

• Click 'Advanced' and change the Port number assigned to the COM port to a number below 10. If all ports below 10 are reported in-use, pick one and ignore the warning.

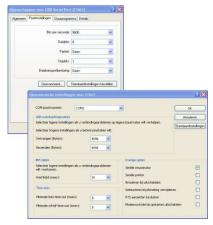


Fig 06

• Close the configuration Windows by clicking the 'OK' buttons.

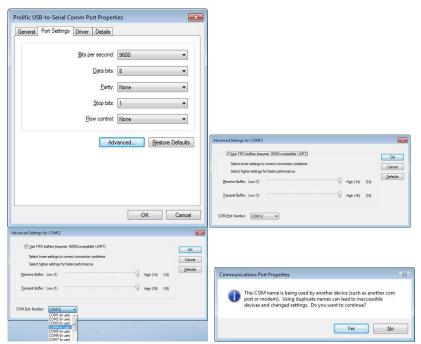


Fig 07

3.2.3 Configuring the Scanner Unit



Make sure to always click on 'Save settings to device' after making modifications!!

3.2.3.1 Device menu

Click on 'Devices' at the top left of your screen. You will then see the following:

Settings for S&G		
S&G-2402-H50-F014	6	
System settings		
Date:	2019/06/13 09:44	
Timezone:	CET	
Display language:	EN V FR V V	
Ticket date notation:	yyyy/mm/dd 🗸	
Ticket title:	Parking ticket	
Access control		
Access control mode:	Enabled	
Linked printers:	Only the barcode at the beginning of each line is interpreted:	
		^
		V
Permanent cards:	Only the barcode at the beginning of each line is interpreted:	
		^
		~
Direction:	Exit 🗸	
Presence detection:	setting not available	
Ticket memory size:	O Use the entire scan history to match the scanned ticket to (this can take so	everal seconds).
	Use 24h00 minutes of scan history to match the scanner	d ticket to.
Extend Ticket	Extend the validity of scanned ticket with 0 minutes.	
Save settings to d	evice	

Fig 08

3.2.3.2 System settings

Change if necessary the date, time zone, display language and ticket date notation:

- <u>Date</u>: when connected to your computer, the Scanner Unit automatically duplicates the computer date
- <u>Timezone</u>: select "CET" if you want the Daylight Saving Time management to occur automatically.
- <u>Display language</u>: you can select up to three languages display messages will be displayed in these languages.

3.2.3.3 Access Control

- Access control mode: make your choice out of 3 access control modes:
 - Enabled (=Default)
 - Free Access
 - · Permanent closed



Free Access mode activates a permanent trigger of the output relay. Please check the compatibility of your physical access with this command. For example, an automatic barrier could be configured to close automatically after a while, even with our permanent open command.

• Linked printers:

• Overview of printer identities which are linked to the scanner control unit



Please note that one scanner can by default have at maximum virtual links with two DAS printers. Each additional virtual link is optional and requires a new "Virtual Link License" (see 5.2).

Permanent cards:

- Overview of permanent cards (= 24/7 cards) that will be accepted by the scanner unit
- **Direction**: choose the access control direction in order to allow coherent messages to appear on the screen.
 - Entrance (Welcome message)
 - Exit (Goodbye message) (=Default)

• Ticket memory size:

- Match with entire scan history....
- Match with 24h00 scan history....(=Default)

e ston

The feature "Ticket memory size" affects the response time of the scanner unit. Matching a scanned ticket with the entire (full) scan history may take up to 7 seconds once the log memory is full!!!

When using limited use tickets (for instance Single Use) with a validity of more than 24h, the timeframe configured under "Ticket memory size' must be modified (default = 24h)!

• **Extend ticket**: This feature allows to automatically extend the validity time of the barcode ticket with a predefined number of minutes. This can be useful to overcome possible divergences between internal clocks of virtually connected printers and the scanner unit.

4 Setting up a desktop printer

Plug in the power cable and start printing. The BCP-DT1.6a does not require any configuration and is thus immediately operational.

Paper requirements:

- POS direct thermal paper 79.5mm +/- 0.5mm
- Max roll diameter: 83mm
- Paper thickness 56~60g/m²
- Make sure to load the paper the correct way, otherwise tickets will be printed blank



4.1 Printing access tickets with the desktop printer

The desktop printer comes with three push buttons. The orange button is inactive. The grey and blue push buttons allow printing barcodes with a different validity.

- Grey button: Single Use tickets valid for 30 minutes after printing (typically for visitors).
- Blue button: Multiple Use tickets valid till the end of the day (typically for subcontractors, suppliers, etc...).







The default validity of the two push buttons can be modified using the free-of-charge configuration software BASIC AdminTool.

4.2 Printing a timestamp ticket with the desktop printer (Admin mode)



This is important information if you wish to synchronize the internal clocks of the scanner unit and desktop printer.

• Power off the printer



• Put the printer in Admin Mode by pressing either the grey or blue push buttons while powering the printer on (keep the button pressed while powering on).



- Remove your finger from the push button after a few seconds. The printer is now in Admin mode. No access control barcodes can be printed anymore.
- Now press the grey and blue buttons simultaneously until the printer starts to print a "Timestamp" ticket.
- To return from admin mode to a normal operational mode, power off the printer during a few seconds, then power it on again.

4.3 Printing statistics (Admin mode)

The desktop printer allows you to print statistics showing the number of tickets you generated with the grey and blue push button since the last statistics generation.

- Power the printer off
- Put the printer in Admin Mode by pressing either the grey or blue push buttons while powering the printer on (keep the button pressed while powering on).
- Remove your finger from the push button after a few seconds. The printer is now in Admin mode. No access control barcodes can be printed anymore.
- Now press the grey button until a statistics ticket is printed.
- To return to a normal operational status, power off the printer during a few seconds, then power on.

4.4 Printing a Printer Identity ticket with the desktop printer (Admin mode)

- Power the printer off
- Put the desktop printer in Admin Mode by pressing either the grey or blue push buttons while powering the printer on (keep the button pressed while powering on).
- Remove your finger from the push button after a few seconds. The printer is now in Admin mode. No access control barcodes can be printed anymore.
- Press the blue button until the printer starts to print a ticket "Printer Identity".

4.5 Configuring a desktop printer using BASIC AdminTool v4



Info regarding desktop printers with product code BCP-DT1.6a. In order to be able to communicate with your pc, the switch at the back of this desktop printer must be on position "C".

Make sure to always click on 'Save settings to device' after making modifications!!

4.5.1 Device menu

Click on 'Devices' at the top left of your screen. This is what you get to see: **Settings for BCP**

Operating in DEMO mode. To operate on real devices click Preferences and choose a real serial port. BCP-DT1-1234-H31-F71Z Preload ticket language Language: Select language V System settings Date: setting not available Timezone: Ticket date notation: yyyy/mm/dd ✓ Ticket title: setting not available **Bia button** Ticket subtitle: Print several tickets: Print 1 tickets with this configuration. Usage credit count: O Unlimited Allow 1 uses. Ticket validity: minutes after Time of printing V Ticket is valid for 30 ☐ Ticket is valid 00 minutes before it expires. Small button Ticket subtitle: Print several tickets: Print 1 tickets with this configuration. Usage credit count: Unlimited O Allow 0 Ticket validity: minutes after Start of day Ticket is valid for 24h00 ☐ Ticket is valid 00 minutes before it expires. Message on ticket Save settings to device Send logo to device Browse.. (max. 240x240px - jpeg/gif/png) Remove existing logo

4.5.1.1 Preload Ticket Lanuage

Select the language you want to print tickets with

4.5.1.2 System settings

Change the date, time zone, ticket date notation and ticket title.

- <u>Date</u>: when connected to your computer, the Desktop Printer automatically duplicates the computer date
- <u>Timezone</u>: select "CET" if you want the Daylight Saving Time management to occur automatically
- <u>Ticket title</u>: type here the title you want to print on every ticket.



The maximum size for titles and subtitles is 24 characters per title.

4.5.1.3 Grey and blue button

- <u>Ticket subtitle</u>: type the the subtitle you want to print on every ticket
- Print several tickets: define here the number of tickets you print each time you push this button
- <u>Usage credit counts</u>: define here the number of times tickets can be used within their time validity
- Ticket validity: define here the start and end validity
- Message on ticket: type here a message you want to print on every ticket. This message will be printed in smaller characters than the title and subtitle.

4.5.1.4 Send logo to device

Click on Browse and upload a file you want to use as a logo on your tickets.

4.5.2 Tools menu

Click on Tools at the top of the page.

4.5.2.1 Info

General information regarding hardware and firmware.

4.5.2.2 Trigger an action

- **Reboot**: Click on this button to reboot the device. It will not lose its configuration during the process.
- Print blue button
- Print grey button

4.5.2.3 Copy/restore configuration

Backup a DAS device configuration and save it to your computer.

Update a DAS device with a backup configuration file.

4.5.2.4 Restore factory defaults

Return to the factory defaults.



Always make a backup file before returning to the factory defaults!!

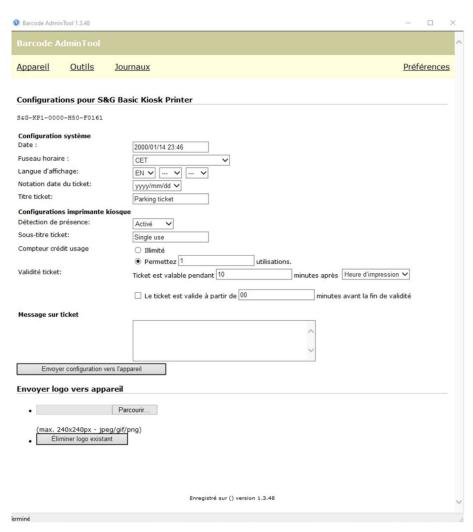
4.5.2.5 Send firmware

Update a DAS device with a new firmware file.

5 Configuring the printer controller using AdminTool v4

5.1 Device menu

Click on 'Devices' at the top left of your screen. You will then see the following:



5.1.1 System settings

Change if necessary the date, time zone, display language and ticket date notation:

- <u>Date</u>: when connected to your computer, the Printer Controller automatically duplicates the computer date
- <u>Timezone</u>: select "CET" if you want the Daylight Saving Time management to occur automatically.
- <u>Display language</u>: you can select up to three languages display messages will be displayed in these languages.
- <u>Ticket title</u>: type here the title you want to print on every ticket.



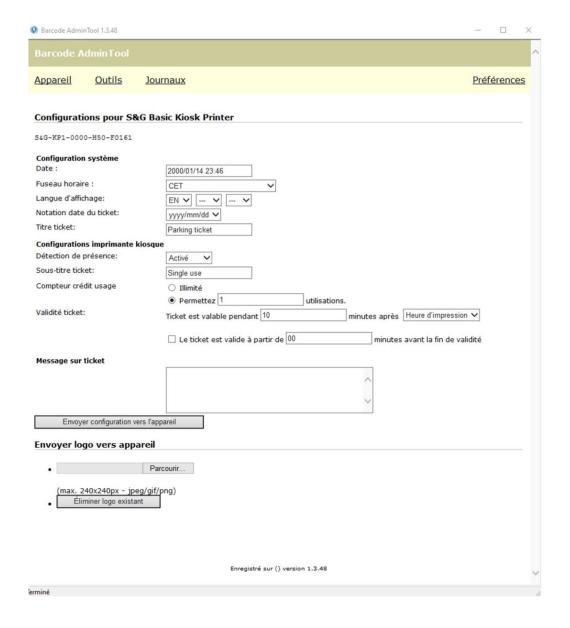
The maximum size for titles and subtitles is 24 characters per title.

5.1.2 Kiosk printer settings

- Ground loop:
- Ticket subtitle: type the the subtitle you want to print on every ticket
- Print several tickets: define here the number of tickets you print each time you push this button
- <u>Usage credit counts</u>: define here the number of times tickets can be used within their time validity
- <u>Ticket validity</u>: define here the start and end validity
- Message on ticket: type here a message you want to print on every ticket. This message will be printed in smaller characters than the title and subtitle.

5.1.3 Send logo to device

Click on Browse and upload a file you want to use as a logo on your tickets.



5.2 Tools menu

Click on Tools at the top of the page.

5.2.1 Info

General information about the embedded firmware version

5.2.2 Trigger an action

• **Reboot**: Click on this button to reboot the device. It will not lose its configuration during the process.

5.2.3 Copy/restore configuration

Backup a DAS device configuration and save it to your computer.

Update a DAS device with a backup configuration file.

5.2.4 Restore factory defaults

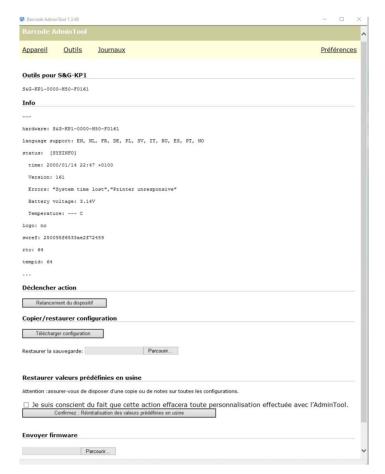
Return to the factory defaults.



Always make a backup file before returning to the factory defaults!!

5.2.5 Send firmware

Update a DAS device with a new firmware file.



5.3 Logs

Please ignore this tab. It is of no use anymore.



6 Configuring Scan&Go BASIC IDUD (Validator) using AdminTool V5

Scan&Go BASIC IDUD (also referred to as BASIC ID Upgrader/Downgrader or BASIC Validator) consists of an Android tablet (including embedded DAS Validator software) with an integrated scanner, USB-connected to a desktop printer (you may have an IDUD tablet with an integrated printer but that printer is not used). IDUD allows printing access/exit tickets and/or discount voucher tickets but it also can be configured for upgrading or downgrading scanned DAS barcode tickets according to predefined access rules or discount voucher values (= presets).

If you wish to be able to print up to five different entry/exit tickets and/or discount vouchers, then pressing one of the virtual push buttons of the IDUD is all you need to do to print the ticket you need (without first scanning entry tickets). In this configuration you use the IDUD as an alternative to the DAS desktop printer (BCP-DT1.x) which has (only) three push buttons.

When you scan a valid DAS entry ticket to the IDUD first and then press one of the virtual push buttons, the IDUD will print a ticket that either extends the validity of that scanned ticket (= upgrading), or in the case of a revenue control installation, associates a predefined discount voucher value to that scanned DAS barcode ticket (= downgrading).

Unlike Scan&Go PRO, BASIC IDUD can only operate in one mode: offline (= swapped-tickets mode also referred to as two-tickets mode). With this mode, the DAS USB desktop printer is mandatory.

The DAS IDUD tablet can be configured using:

- Its touchscreen interface (= web pages running on the integrated web server)
- The PC application Pro-AdminTool v5

In this manual we'll describe how configuring the IDUD using the PC application.

6.1.1 Components

6.1.1.1 Android Tablet including an integrated scanner



6.1.1.2 USB Desktop Printer



6.1.2 Installing and setting up the DAS ID Up-Downgrader hardware

- 1. Power the tablet by plugging-in its plug into a power socket.
- 2. Power ON the tablet by pressing and holding the ON/OFF button for several seconds until you see the name Android on the display.
- 3. Connect the tablet with an ethernet cable to the same LAN the computer on which runs Pro-AdminTool is connected to. On your tablet, you can also go to AndroidSettings> Network&Internet to enable its Wi-Fi connection but we advise using ethernet as Wifi is less reliable.
- 4. Now connect the DAS desktop printer to your IDUD-tablet using a USB cable, and power on the printer (switch on the back).



If you want to connect your IDUD tablet to a DAS desktop printer, first make sure that the Printer function/option of your tablet is activated in AdminTool/"Features and licenses". Otherwise, communication with the printer will not be possible.



In case you would connect your IDUD tablet to a DAS desktop printer that has a switch "C/P" on the back, don't forget to set this switch to position "P".



After powering on the tablet, you might see an incorrect system time. This is normal. The tablet needs about 1.5 minutes after boot AND an enabled internet connection to automatically synchronize its system time.

6.1.3 Configuring the DAS Validator application (Scan&Go BASIC IDUD)

The DAS Validator application should start automatically a few seconds after turning on the tablet. If not, start the DAS Validator software application by clicking the DAS Validator shortcut on the home page of the tablet. If you can't find the DAS shortcut on the home page, swipe up the home page, and start looking for the adequate shortcut between the other application shortcuts on your tablet.

On top of the home page you'll find a box with the word Printer next to it. This box is automatically ticked when the tablet is connected to the switched-on printer and able to communicate with it.

Configuring the DAS IDUD can be done using the tablet's touchscreen interface as well as using the PC application Pro-AdminToo v5l. In this manual we describe how to do it with Pro-AdminTool.

6.1.3.1 Configuring the DAS Validator application using ProAdminTool (PAT)

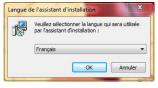
PAT is a PC application that allows configuring DAS CU5v1-controllers, and DAS tablets. PAT is free-of-charge.

We assume that your DAS IDUD has all available commercial options. If your tablet does not have all options activated, some features described below may be unavailable in your PAT.

6.1.3.1.1 Installing ProAdminTool AdminTool deinstalleren en opnieuw installeren en nakijken of onderstaande nog OK is.

- Click on the download link (zouden we wel een download link in de handleiding zetten?)
- Launch the application "setupAdmintoolv5.x.x.x"
- Depending on the operating systems and anti-virus, alert messages may appear, ignore them (accept the software installation).

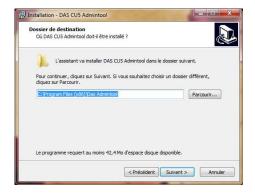
Choose your language, then click on OK.



With the second window, click on



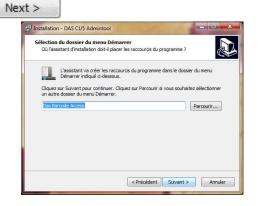
Choose your installation folder and click on



With this window, click on



With this window, click on



With this window, click on



This window summarizes your choices. Click on



Once the software is installed, a window will prompt you to finish the installation procedure by choosing whether to launch Das CU5 PCOffline or not.

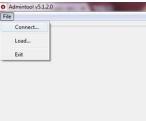


6.1.3.1.2 Connecting PROAdminTool with DAS IDUD

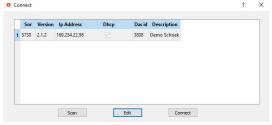


We assume that your computer is connected to the DAS tablet via your LAN (Wifi or Ethernet).

When you start ProAdminTool (PAT) and click on File you will see the following page with only three options under File.



Click on File>Connect. A window will pop up indicating, amongst other things, the IP address of your connected DAS controller (a DAS tablet presents itself as a CU5 controller, by default always in DHCP). Select your tablet/controller and then click on "Connect" on the bottom right of this popup window (or double-click on the tablet/controller). PAT will now automatically redirect you to the Settings page.





When the tablet/controller is configured in DHCP (= default) the LAN port of the computer must be in DHCP too. If the controller was configured with a fixed IP address, the computer must have an IP address in the same range.



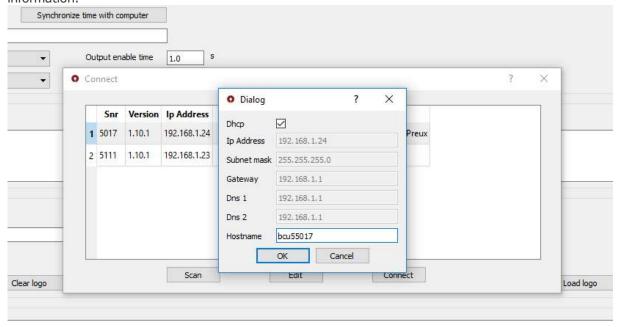
If your customer has a DHCP network, the controller will always be able to access the internet. However, it may happen that a port on the firewall has to be opened before communication in the other direction is also possible.



If you want to access your controllers via the internet, please use our cloud application DAS ProConnect. Contact your supplier for more information or go to www.dasaccess.com.

6.1.3.1.3 Modifying network settings

While being connected to the tablet/controller as described above, you might want to modify its network settings. If so, select the tablet/controller and then click on Edit. You will then see its network information:



By unticking the "DHCP" field you can choose your own values for: IP address, Subnet Mask, Gateway, Dns1 and Dns2.

Now click on "Connect" on the bottom right of this popup window (or double-click on the controller). ATP will now automatically redirect you to the Settings page.



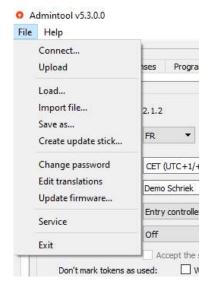
Please do not confuse the field Hostname with the controller name that you fill in the field Description.



Please notice that for security reasons any update of a **connected** tablet/controller must be done within 5 minutes after (re)boot of the tablet or a scan of the S&G Pro Identity. After these 5 minutes the S&G Pro Identity must be scanned again or the tablet/controller rebooted or a password entered before uploading a new configuration. This is to prevent unauthorized people from changing the configuration on a networked controller.

6.1.4 File

After you clicked on Connected, click on File and you'll see the following:



6.1.4.1 Upload

Click Upload when you want to update a **connected** CU5/tablet with the configuration changes you applied in ProAdminTool. This option is not available when modifying a loaded backup configuration file (without being connected to a controller).

6.1.4.2 Load

Use this function when you want to update the configuration of a CU5 controller/tablet you are not connected to. This can be very useful in case of remote assistance without internet connection. For this you'll first need the configuration backup file of the controller in question. This configuration backup file can be downloaded from the CU5/tablet:

• By clicking on "Save as" while being connected to the controller.

Once you got this .cu5 configuration backup file, click on Load, load it into ProAdminTool, and apply the modifications you need. You then can download this updated file to the (unconnected) CU5 controller in question, using the offline update procedure Import file.

6.1.4.3 Import file

Click on Import file when you want to import a CU5 configuration file from your computer to the CU5-controller/tablet you are connected to.

6.1.4.4 Save as

Click Save As if you want to download a configuration file (= .cu5 file) from a CU5-controller to your computer (= creating a backup configuration file). A .cu5 configuration file can only be updated and imported in a CU5 again, using ProAdminTool. It is not compatible with a USB-stick update procedure.

6.1.4.5 Change password

As already mentioned in this manual, for security reasons any update of a **connected** tablet/controller using ProAdminTool, must be done within 5 minutes after reboot of the controller/tablet or a scan of the S&G Pro Identity. After these 5 minutes, the S&G Pro Identity must be scanned again or the tablet/controller rebooted or a password entered, before being able to perform a configuration upload. This is to prevent unauthorized people from changing the configuration on a networked controller.

You can create your own password here by applying the following procedure: 1) reboot your controller or scan the S&G Pro Identity, 2) go to File>Change Password, and 3) leave the field Current Password empty and complete the other two fields with your new password. For security reasons, creating your own password must be done within 5 minutes after you rebooted the controller or scanned the S&G Pro Identity.

6.1.4.6 Edit translations

With this function you can:

- Adjust all default display and ticket messages (for example: the default display message 'Welcome' could be replaced with 'Welcome to DAS Access&Revenue Control'.
- Translate these default messages into a language that would not yet be available.

To add messages in a new language, click File>Edit Translations. You will now see a left column with more or less 200 English messages. Now click on "Add new language" at the top left of your screen. In the popup that has now appeared, type two letters that will represent your new language and then click OK in this popup. The right hand side column, is now editable. Double-click any row that you want to translate in that right column. For any line that you wouldn't translate, the controller will continue using the English message. Don't forget to click "Save to device" to upload your changes to the controller and then close this window. You will from now on be able to select this new language in Settings>System Info.

If you want to customize some (or even all) English default messages, just apply the above procedure. In this process, choose two letters that differ from the already existing set of two letters, and only adjust the message(s) you want to see changed (for example, "Welcome" becomes "Welcome at DAS").

6.1.4.7 Update firmware

Click on 'Update Firmware' if you want to update a **connected** controller with a newer or older firmware version.



Firmware updates or downgrades can only be done with files having the extension .firmware.

6.1.4.8 Service

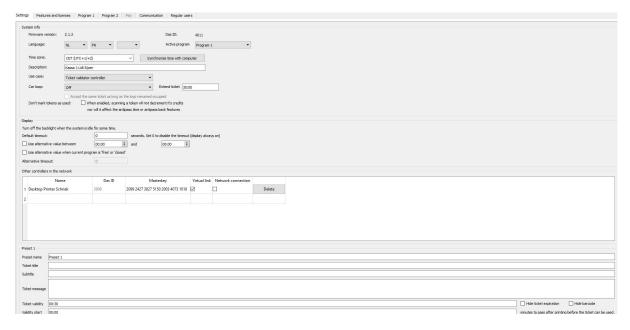
This menu is for the use of the manufacturer only.

6.1.4.9 Exit

Click Exit if you want to close the software.

6.1.5 Settings

This is what you see after ProAdminTool (PAT) redirected you to the Settings page. You now have access to the tabs Settings, Features&Licenses, and Program1&2.



When connected to a DAS IDUD tablet, PAT can show up to 4 tabs with each having their own settings windows. See the below. We will return to each window in detail later in this manual:

- Settings:
 - System Info: General tablet/controller configuration information
 - Other controllers in the same network: Here you enter the identities of printers and controllers for which a virtual and/or physical network link must be activated with the tablet in question.
 - o <u>Printer</u>
 - Preset 1, 2, 3, 4 & 5: Define here the ticket layouts and/or their validity.
- <u>Features&licenses</u>:
- Program1&2

6.1.5.1 System info

At the top of this page you will find the tablet CU5 firmware version as well as the Das ID of this CU5's configuration file.

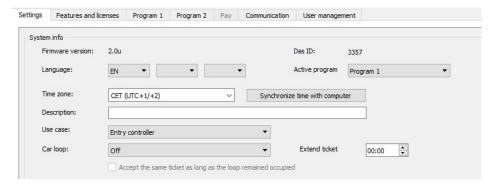
- <u>Firmware version</u>: Find here the firmware version that runs on your tablet/controller. Always state this version number together with the DAS ID in the case of an after sales request.
- <u>DAS ID</u>: This is the number of the tablet/controller configuration file. It contains data such as: ticket layout/presets, message languages, etc.

In the unlikely event that a tablet would need to be replaced (for example due to a technical failure), DAS offers you the option of ordering a new tablet with the same DAS ID as that of the tablet that needs to be replaced (but with a new hardware number, of course). This has the advantage that the physical swap can take place without having to configure the virtual and/or physical network connections for the new tablet. All you'll need to do after the physical swap is to import the backup configuration file of the original/swapped tablet into the new tablet.

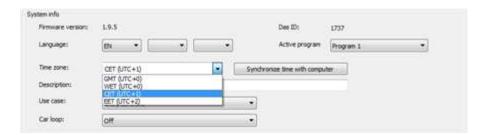


If the swapped tablet was connected to ProConnect and you want your new tablet to be connected to ProConnect as well, please inform your supplier as ProConnect uses the hardware number as a reference for the connection.

<u>Language</u>: Determine here in which languages the messages will appear on the home page of
your DAS Validator tablet. Messages can appear in up to 3 languages one after the other. Make
your choice of languages by clicking on the drop-down menu of up to three boxes. In the case
where only one language is necessary, only the first box is to be completed.



• <u>Time zones and time values</u>: Offline/standalone/disconnected CU5 controllers (and therefore DAS tablets too) rely on their RTC (Real Time Clock) to determine their system time. Their system time values therefore may deviate over time.





After powering on the tablet, you'll see an incorrect system time. This is normal. The tablet needs about 1.5 minutes after boot AND an enabled internet connection to automatically synchronize the system time.

Offline/standalone/disconnected **CU5 controller/tablets** rely on their RTC (Real Time Clock) to determine their system time. Depending on circumstances such as the ambient temperature, their system time values can therefore deviate by an estimated 90 seconds per year.



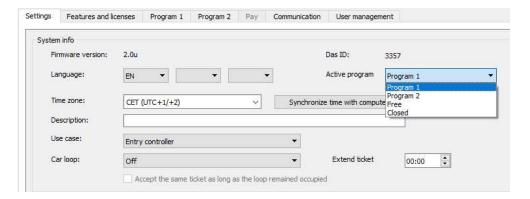
When connected to the internet, CU5 controllers/tablets automatically synchronize their system time with a cloud server, and then start synchronizing all other controllers in the same network.

When connected to your computer with ProAdminTool, you can synchronize the system time of a CU5 controller/tablet by clicking on the "Synchronize time with computer"-button in ProAdminTool (File>System info).



Please use the correct time zone so that daylight saving times will be applied automatically: WET (UTC+0/+1), **CET (UTC+1/+2), EET (UTC+2/+3) and EAT/MSK (UTC+3).**

Operating hours and modes (Active program):
 For each CU5 controller, you can choose out of four operating modes: Program 1 & 2, Free and Closed. Programs 1 and 2 are used to define a daily and / or weekly schedule according to which the controller will operate in normal, free or closed mode. In the case of a payment controller, programs 1 & 2 also determine which parking rates will be applied.



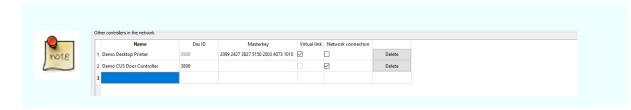
• <u>Description</u>: Add here a meaningful description/name for your tablet. For example: "Validator level 2". This way the tablet will be recognizable when it appears in one of the DAS software.



Even if these functions would be available, do not fill in the fields Extend Ticket and "Don't mark token as use".

6.1.5.2 Other controllers in the network

Determine here for which DAS printers you want to activate a virtual link with your Basic IDUD.



A data network link is not applicable for Basic IDUD. Neve tick this box.

A **virtual link** is necessary for the function "Linked Printer" so that your Basic IDUD tablet would know from which printer controller(s) it is allowed to interpret tickets.



You manually can add to this list: BASIC printer columns and BASIC desktop printers for which you want to activate virtual with the tablet you are now configuring. After clicking on Save, all the "virtual links" for this tablet will be updated

- Name: If you haven't already, add here a controller description/name. For example: "Printer column 1". This way this device will be recognizable when it appears in Pro-Connect or Pro-AdminTool.
- **S&G Pro Identity:** The S&G Pro Identity consists of 28 digits, comes printed on a PVC card and is always supplied together with the DAS device (= printer column, desktop printer, ...) it is associated with. When you enter these 28 digits and then click on File>Upload, the DasID (see below) will automatically be filled in.
- **DasID:** This is the controller's or desktop printer's configuration file number. The controller's DAS ID is also shown on its display when powering it ON. It consists of 4 digits.
- **Virtual Link:** When you for instance put here a desktop printer in a row, and then tick the box Virtual Link on that same row, the tablet you currently are configuring will be able to interpret the identifiers (= barcodes) generated by this printer without communicating with that printer over a physical data network. You thus obtain the same result as creating a virtual link using command cards. For this virtual link to work, the S&G-Pro-Identity field on the same row must first and mandatory be filled in, prior to ticking the box Virtual link.



The Virtual Link box can only be ticked after a valid printer identity has been entered in the Masterkey/S&G PRO Identity field.

6.1.5.3 Preset 1, 2, 3, 4 & 5

Configure up to 5 presets here. With a preset you determine, among other things, a ticket layout and barcode validity you want to print or associate to the scanned ticket. If you configure more than one preset here, each preset will appear on the DAS Validator homepage in the form of a virtual push button. If you configure only one preset, it will not appear as a virtual push button, but the association of the preset value(s) with the scanned identifier will happen automatically.

6.1.5.3.1 Configuring presests



- <u>Ticket title</u>: Title of the ticket. For example "Parking" (24 characters per line).
- <u>Subtitle</u>: Subtitle of the ticket. For example "Downtown" (48 characters per line).
- <u>Ticket message</u>: Add here a personalized text such as additional information on the operation of the car park (48 characters per line).
- <u>Ticket validity</u>: This time represents the time validity of the ticket. On the ticket will appear the time of the beginning and end of validity.
- <u>Hide ticket expiration</u>: Tick this box if you do not want the expiration time to be printed on the ticket.
- <u>Hide barcode</u>: Tick this box if you do not want the barcode to be printed on the ticket.
- <u>Validity start</u>: This allows to create a window of validity in the future. Determine here the number of minutes after printing, after which the ticket validity starts.
- <u>Credits</u>: This value represents the number of times the ticket will be accepted within the ticket validity time.

The Credits principle is applied differently in the case of networked (Scan&Go PRO) or standalone controllers (Scan&Go BASIC). For networked controllers, Credits is valid for the entire group of controllers. With standalone controllers, Credits is valid for each controller separately. Example:

• Two **networked** controllers, two-credits identifier:



- One IN and one OUT controller = 2x go inside and 2x go outside (**four** passages).
- Two OUT controllers = go twice on any of the controllers (**two** passages).
- Two standalone controllers, two-credits identifier:
 - One IN and one OUT controller = 2x go inside and 2x go outside (**four** passages).
 - Two OUT controllers = go twice on **both** controllers (**four** passages).
- Barcode type: With Scan&Go BASIC, always choose Aztec here.
- <u>Ticket type</u>: Choose here if you want the preset to generate an access barcode (= ID Upgrader) or discount voucher barcode (= ID Downgrader). The latter is only compatible with revenue controllers which is the APD in the case of Scan&Go BASIC.

6.1.5.3.2 Use Process/Worfklows

When it comes to use cases that involve scanning a ticket first (generated by a paired/virtually linked printer), there are two scenarios.

- One-Preset/Exchanged-Ticket workflow:
 - Customer scans their valid DAS barcode
 - DAS IDUD automatically prints a new barcode containing both the preset information and the information from the scanned barcode.
 - In this case DAS IDUD operates standalone. The scanned ticket is being exchanged for a new ticket.
- Multiple-Presets/Exchanged-Ticket workflow:
 - Customer scans their valid DAS barcode
 - DAS IDUD only prints a new barcode (which contains both the preset information and the information from the scanned barcode) after the Validator Agent first clicked one of the virtual push buttons.
 - In this case DAS IDUD operates standalone. The scanned ticket is being exchanged for a new ticket.



When scanning a ticket, Validator checks if that ticket was generated by a paired/virtually linked printer. Validator does not check the validity (= rules and/or credits) of the scanned barcode.

6.1.6 Features and licenses

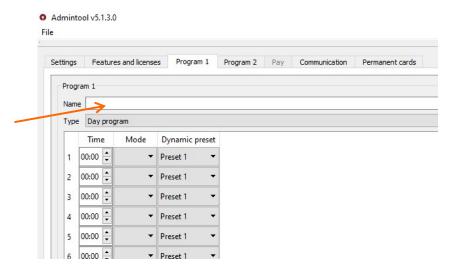
The Basic IDUD can have up to two active features & licenses, depending on the mode you are working in:

- <u>Scanner</u>: When this option is deactivated, the IDUD will generate access/exit tickets and/or discount vouchers when pressing one of the virtual push buttons.
- Printer: With Scan&Go BASIC this option must mandatory be activated.

6.1.7 Program 1 and Program 2

With these two tabs you can create up to two day or week programs, each with a specific mode (Normal, Free or Controlled) and preset value per time period. Both programs are specific to the tablet you are connected to. One installation can therefore, if desired, consist of DAS tablets that each have a different setting for these two programs.

Start by giving your program a name and choose whether you are going to create a day program or week program.



Then set the start time of each period, select the operating mode and, in case you selected the Normal mode, select a preset too. You have 64 zones to define a typical day or week.