

# **User Guide**

**Millennium Group** 

# Millenium Xtra User Guide

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# **Millennium Group**



# Welcome to the Millenium Xtra Security Management System!

The Millenium Xtra Security Management System is designed for MGI-based integrated security systems. It is built on .NET technology. It provides full management of the access control system and performs information exchange and coordination between all subsystems, including: alarm monitoring, doors/elevator control, visitor management, badge control, recorded video etc.

#### Overview

#### **Minimum System Requirements:**

#### Millenium Xtra Application and Database Server

- Pentium IV class PC (Network-ready if using workstations)
- 1 GB RAM
- 160 GB Hard Drive
- CD ROM/ DVD drive
- Two DB-9 Serial Ports (optional)
- Accurate Clock (1 to 5 minutes per year)
- Windows 2003 or 2008 Server, Windows 7 Professional or Windows XP Professional (latest Service Packs)
- Microsoft SQL Server 2005 (minimum) in server or desktop edition

#### Millenium Xtra Workstation

- IE 7 or above, Firefox 3.x or above, Chrome, or Opera browser
- Any operating system supporting above browsers

For special requirements for the Millenium Xtra integrated Badging system, please refer to the Millenium Xtra Badge User Guide, PK 2909.

Note. Millenium Xtra Software runs in demo mode until it is registered.

#### **Millenium Xtra Location Features**

Millenium Xtra is the most wide-ranging product in a suite of Access Management applications designed to administer and manage Access Control security at a facility.

Millenium Xtra is built on .NET technology, and now can be accessible from any PC which is connected to the internet.

Any operating system, any kind of browser is applicable - including netbooks, pocket PC's, communicators and mobile phones (Blackberries etc.)

- Your facility can be a single location or multiple locations with as many as 100,000 access points.
- Multiple locations can include directly connected remote sites.

 Millenium Xtra software receives your programming data for all the access points and users, communicates the data to all the electronic devices in the network and then displays and stores Access Management activity back at the Application Server.

# The Millenium Xtra Family of Devices

- Site Control Unit (SCU)
- Door Control Device (DCD)
- Relay Control Device (RCD)
- Elevator Control Unit (ECU)
- Elevator Control Device (ECD)
- Site Ethernet Interface (SEI)
- Trunk Interface Unit (TIU)
- Power Supply w/Line Conditioner (PS1)

#### **Site Control Unit**

The SCU supervises and maintains communications to its connected devices. It takes inbound RS232 or RS485 communications protocols and routes them to the necessary pieces of equipment on the system.

#### **Trunk Interface Unit**

The TIU is an RS232 to RS485 converter box. Use the TIU when the SCU is more than 50ft away from the main PC or when using more than 1 SCU.

#### **Door Control Devices (DCDs)**

The DCD is the heart of the Millenium Xtra System.

This is the device that connects each of the door peripheral devices to the system, like the electronic lock, the reader, request to exit device (REX), and the door position switch.

#### **Relay Control Devices (RCDs)**

The RCD is an optional (8) relay output board that is employed within the system if additional relays are required to operate external devices.

Each RCD board (Relay Controller Board) has eight programmable relays, with a maximum of 10 boards per Site Controller Unit (SCU) or a total 80,000 additional relays, if needed.

#### **Elevator Control Unit (ECU)**

The ECU is used to interface the Millenium Xtra Enterprise access control system directly to an elevator controller. This board has 16 output relays.

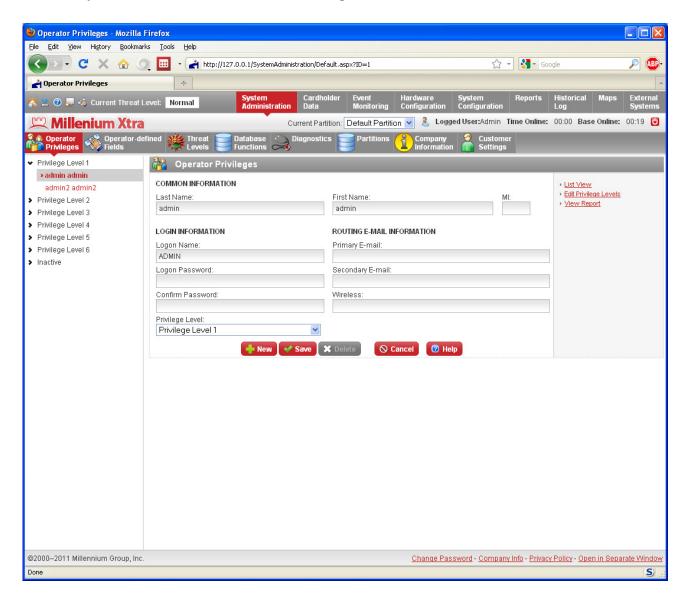
#### **Elevator Control Device**

The ECD is a stripped down version of the DCD. It resides on the elevator car and it is used as an interface liaison between the reader and the ECU.

# **System Administration**

The system administration menu includes following submenus:

- System Administration Operator Privileges
- System Administration Operator-defined Fields
- System Administration Threat Levels
- System Administration Database Functions
- System Administration Diagnostics
- System Administration Partitions
- System Administration Company Information
- System Administration Customer Settings

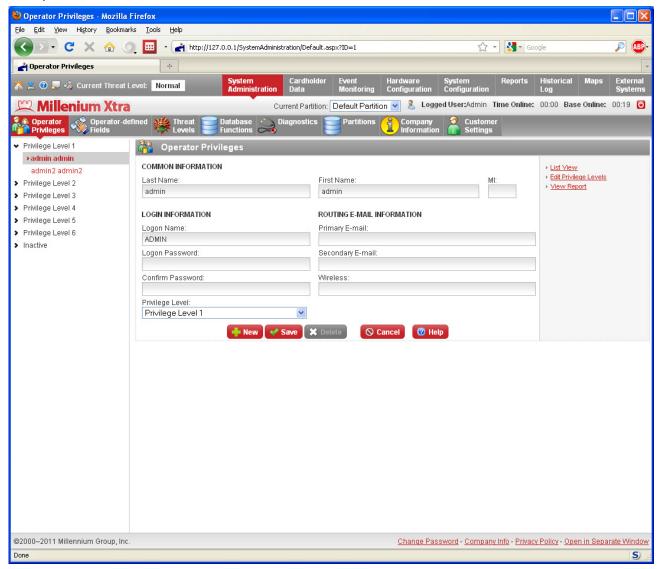


# **System Administration - Operator Privileges**

Operator Privileges can be displayed in Normal View and in List View modes.

# **Operator privileges. Normal View**

The operator's screen in Normal View should look as shown below:



System Administration module in the Millenium Xtra Security Management System allows operator to choose among 6 different privilege levels, as well as inactivity status, for any of the system users. The highest privilege level is 1-st, the lowest one is 6-th. The user could not logon to the Millenium Xtra System when his privilege level is set to "Inactive". For setting up privilege levels, please select "System Administration" **Top Menu** section and then – "Operator Privileges" tab in a **Horizontal Menu**.



#### **Horizontal Menu**



#### Left-side Menu



# **Available Fields and their assignment:**

#### **Common Information Group**

- Last Name\* Last name of selected Millenium Xtra System user
- First Name\* First name of selected Millenium Xtra System user
- MI Middle name of selected Millenium Xtra System user

#### **Login Information Group**

- Logon Name\* Logon Name (Username) for selected Millenium Xtra System user
- Logon Password\* Logon Password for selected Millenium Xtra System user
- Confirm Password\* retype Password for selected Millenium Xtra System user here
- Privilege Level\* select required Privilege Level for the Millenium Xtra System user

#### **Routing E-mail Information Group**

- Primary E-mail Primary E-mail of selected Millenium Xtra System user
- Secondary E-mail Secondary E-mail of selected Millenium Xtra System user
- Wireless wireless phone number of selected Millenium Xtra System user

Fields, marked with the asterisk (\*) symbol, are mandatory.

Password field MUST be retyped in Confirm Password field.

**Note.** E-Mail notifications will be sent by the Millenium Xtra Security Management System automatically to these E-mail addresses.

#### **Available Buttons and their assignment:**

There are following buttons available for the operator:

New – for creation of a new user account

Save – for saving of a current record

Delete – for deletion (removal) of a current record

Ocancel – for canceling of any changes made in the range of current session and current record

List View – for switching to List View mode

For the Privilege Levels – for switching to Edit Privilege Levels screen

View Report – for building the detailed report about all available privileges (Report Name: Operator Level Privileges)

View (in List View Mode) – for viewing/editing of the highlighted user account in Normal View mode

Ocancel (in List View Mode) – for switching to Normal View mode

Left-side Menu on the operator's screen displays all available Privilege Level Groups.

Click and expand/collapse any desired Privilege Group to show existing Privilege Level Group users.

To create a **new** user, press button.

All the fields would be empty. Fill them as necessary, and then press street button.

If some of the required fields will be empty, the system will pop-up the following message:



Any combination of mandatory fields may be listed in this pop-up. So, please correct your input and fill all missing mandatory fields.

If you press any other button then (without saving changes), you'll obtain the following popup message:



"Yes" - saves your changes, "No" - cancels your changes, "Cancel" - cancels your last action (pressing of a button or clicking anywhere in menu).

To **edit** an existing user, expand required Privilege Level Group in the **Left-side Menu**. Choose the appropriate user and click the link with his name (Last Name, First Name). The screen will show Operator Privileges for the selected user. This user information can be edited as described above.

To **delete** user, press button. Confirm your decision in the pop-up window:

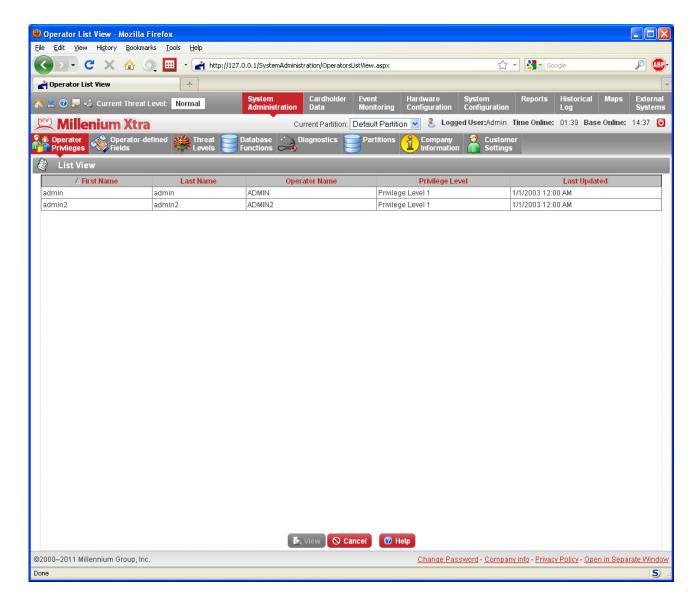


"Yes" - deletes current record, "No" - leaves current record in the database.

Note. The built-in Admin account could not be deleted.

To **cancel your changes** on the Operator Privileges screen, press "Cancel" button. All your changes on the Operator Privileges screen during current session will be cancelled (without any system pop-ups)

# Operator privileges. List View



Press List View button to view all the system accounts in a table view (List View) mode.

This is often useful when the large number of users is present and when it's difficult to locate required user in the **Left-side Menu**. The table in the list view represents the following fields:

First Name Last Name	Operator Name	Privilege Level	Last Updated
----------------------	---------------	-----------------	--------------

The system operator can sort these fields by clicking on a desired table column's header.

Select the desired user and click on its record. The record will become highlighted with dark blue color.

Press View Record button to view (or edit) the desired user account's data.

Note. The Left-side tab of a screen is not available in List View mode.

Press Ocancel button to return from List View mode to Normal View mode.

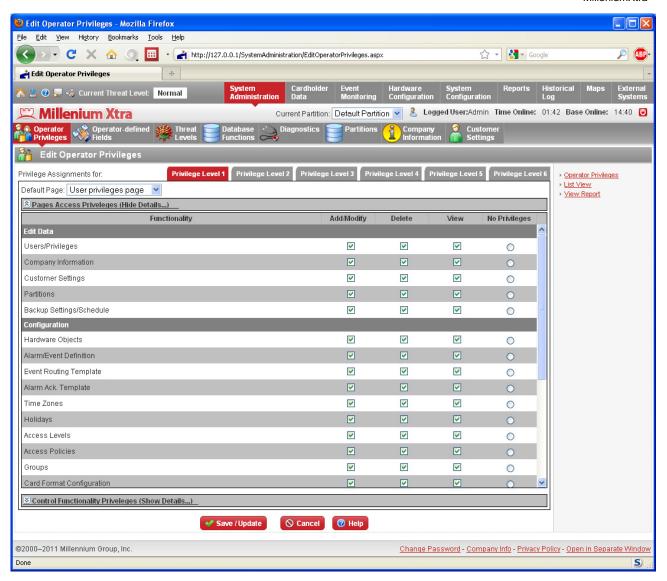
Press Yew Report button to view (or export / print) the report about current user privileges.

This page is completely described in the

Reports - Configuration Reports - Operator Level Privileges section.

Press "Edit Privilege Levels" button to open the Edit Operator Privileges screen.

# **Edit Operator Privileges**



There are 6 levels of Operator Privileges in the Millenium Xtra System. Particular privileges can be set up individually for any of these levels. By default, Privilege Level 1 is the highest one (maximum privileges), as well as Privilege Level 6 is the lowest one (minimum privileges).

Six tabs at the top of your screen represent these six Privilege Levels.

Privilege Level 1 Privilege Level 2 Privilege Level 3 Privilege Level 4 Privilege Level 5 Privilege Level 6 Millenium Xtra System Operator could assign required privileges as for access to the following item groups of privileges: Pages Access Priveleges and Control Functionality Priveleges.

These groups can be shrinked or expanded for each Privilege Level tab independently.

Click on the link Pages Access Priveleges (Hide Details...) to hide this group of items:

Click on the link <u>Pages Access Priveleges (Show Details...)</u> to show this group of items:

▼ Pages Access Priveleges (Show Details...)

Click on the link Control Functionality Priveleges (Hide Details...) to hide this group of items:

Control Functionality Priveleges (Hide Details...)

Click on the link **Control Functionality Priveleges (Show Details...)** to show this group of items:

S Control Functionality Priveleges (Show Details...)

#### Pages Access Priveleges consists of the following items:

#### **Edit Data**

**Users/Privileges** 

**Company Information** 

**Customer Settings** 

**Partitions** 

**Backup Settings/Schedule** 

#### Configuration

**Hardware Objects** 

**Alarm/Event Definition** 

**Event Routing Template** 

Alarm Ack. Template

**Timezones** 

**Holidays** 

**Access Levels** 

**Access Policies** 

Groups

**Card Format Configuration** 

#### Cardholder

Cardholder User Defined fields

**Cardholder Data Records** 

**Cardholder Template** 

**Image Verification** 

#### Maps

Floors Map

There are four privilege types for this group of items. Any of the items can be set to one of these four states:

Add/Modify checkbox - item can be added/modified by the group of users from the current Privilege Level;

**Delete** checkbox - item can be deleted by the group of users from the current Privilege Level;

View checkbox - item can be viewed by the group of users from the current Privilege Level;

**No Privileges** Radio button - item is not allowed for the group of users from the current Privilege Level.

Check or uncheck the required values in the corresponding checkboxes.

**Note.** Checking Radio button **No Privileges** automatically changes values in three other checkboxes - **Add/Modify**, **Delete** and **View** became unchecked.

As well as checking any of the checkboxes makes the Radio button No Privileges unchecked.

# Control Functionality Priveleges consists of the following items:

# **Cardholder Screens**

- Cardholder Screen 1
- Cardholder Screen 2
- Cardholder Screen 3
- Cardholder Screen 4
- Cardholder's Data Event Monitoring

#### **Database Functions**

- Run Import/Export
- Set CBORD-UDF
- Backup
- Backup Restore/DB Conversion

#### **Operator Control Screens**

- Operator Control
- Controllers
- Doors
- Readers
- Elevators
- Regions
- Inputs
- Outputs
- Cardholder

#### **System Operation**

- Downloads to Controllers
- Alarm/Event Monitoring
- Enable/Disable Image Verification
- Acknowledging and Clearing Alarms
- Event History Archives
- View H-Log on All Partitions
- Diagnostics
- Run Reports
- Schedule Reports
- Report History

#### Reports

- All Access Levels
- Alarm History
- Card History
- Cardholder Access Level
- Occupancy
- Cardholder

- Door Configuration
- Door Status
- Elevator Configuration
- Elevator Status
- Event Report (detailed)
- Holidays
- Input Configuration
- Input Status
- Output Configuration
- Output Status
- Reports (list & schedule)
- Timezones
- User Privileges List
- User List
- Alarm Routing Template
- Groups
- Controller Configuration
- Alarms Configuration
- Alarm Acknowledgement Template

#### Maps

- Devices Map
- Partitions Map

#### **Threat Levels Settings**

Threat Levels

There are only two privilege types for this group of items.

Any of the items can be Allowed or Not allowed.

Allowed - item is allowed for the group of users from the current Privilege Level;

Not allowed - item is not allowed for the group of users from the current Privilege Level.

Check or uncheck the required values, using the corresponding Radio buttons.

You may switch to any **tab** (Privilege Level1, Privilege Level2, Privilege Level3, Privilege Level4, Privilege Level5 or Privilege Level6) without saving your changes for the previous tab.

#### **Available Buttons and their assignment:**

There are following buttons available for the operator:

Save / Update - for saving of a current record

Ocancel – for canceling of any changes made in the range of current session and current record

Operator Privileges – for switching to Edit Privilege Levels screen

List View – for switching to List View mode

View Report – for building the detailed report about all available privileges (Report Name: Operator Level Privileges)

View (in List View Mode) – for viewing/editing of the highlighted user account in Normal View mode

Cancel (in List View Mode) – for return to Operator privileges screen (Normal View) mode

When the changes were made and should be saved, press Save / Update button to save your changes. No confirmation is required for this operation.

To cancel your changes on the Edit Operator Privileges screen, press Cancel button. All your changes on the Edit Operator Privileges screen during current session will be cancelled (without any system pop-ups).

If you press any other button then Save / Update (without saving changes), you'll obtain the following popup message:



"Yes" - saves your changes, "No" - cancels your changes, "Cancel" - cancels your last action (pressing of a button or clicking anywhere in menu).

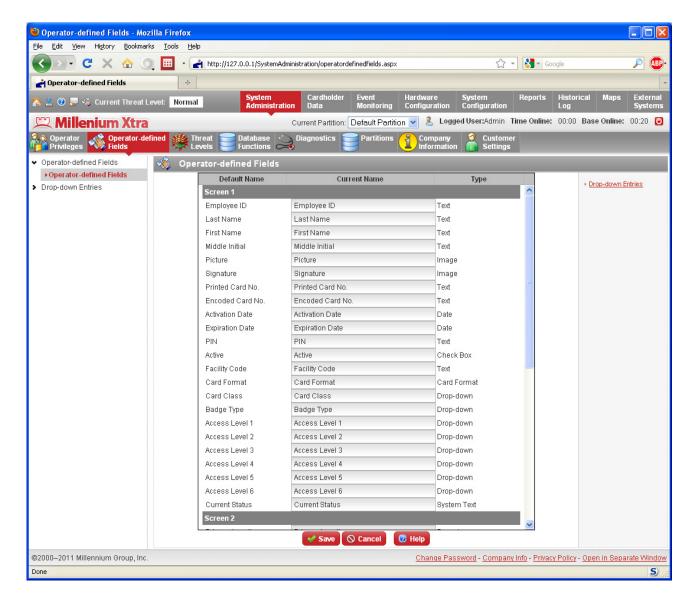
To view Edit Operator Privileges screen in List Mode, press List View List View button.

#### In List View mode:

Select and click on the desired record. Press View button to view the Operator Privileges Settings for the selected record. The Operator Privileges screen will be displayed.

Press View Report View Report button to view (or export / print) the detailed report about current status for all of the privileges items. The **Report** screen is completely described in the **Reports - Configuration Reports - Operator Level Privileges** section.

# System Administration - Operator-defined Fields



Operator-defined Fields are used everywhere in the Millenium Xtra System.

For example, there is a lot of fields in **Cardholder Data**, which may be defined manually by Millenium Xtra System operator.

Among them - Access Levels through 1 to 6, Parking Designation, Parking Assignment, Badge Print Date, Re-issue Date, License Plate No etc.

These names can be edited directly on the **Operator-defined Fields** screen. Some of the user-defined drop-down entries (which usually have not one but multiple values) also may be edited directly on the **Edit Drop-down Entries** screen.

For setting up Operator-defined Fields, please select "System Administration" **Top Menu** section and then – "Operator-defined Fields" tab in a **Horizontal Menu**.

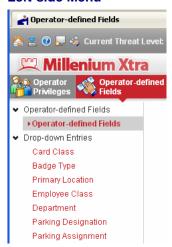
# **Top Menu**



#### **Horizontal Menu**



# **Left-side Menu**



# **Available Fields and their assignment:**

The list of available user-defined fields and their corresponding data types is given below.

This list is divided into 3 screens (3 symbolic groups).

Operator-defined Fields: (including Drop-downs, which are italicized)

# Screen 1

•	Employee ID	Text
•	Last Name	Text
•	First Name	Text
•	Middle Initial	Text
•	Picture	Image
•	Signature	Image
•	Printed Card No.	Text
•	Encoded Card No.	Text
•	<b>Activation Date</b>	Date
•	<b>Expiration Date</b>	Date
•	PIN	Text
•	Active	Check Box
•	Card Class	Drop-down
•	Badge Type	Drop-down
•	Access Level 1	Drop-down
•	Access Level 2	Drop-down

•	Access Level 3	Drop-down
•	Access Level 4	Drop-down
•	Access Level 5	Drop-down
•	Access Level 6	Drop-down
•	<b>Current Status</b>	System Text
		•

#### Screen 2

•	Primary Location	Drop-down
•	Employee Class	Drop-down

Issue DateEmployment Date

• Department Drop-down

Internal Phone TextSupervisor TextMaster Area Text

Company E-Mail URL/E-mail
 Comment 1 Text(256)

#### Screen 3

• ADA Shunt Check Box

Parking Designation Drop-down

• Parking Assignment Drop-down

Re-issue Date
Badge Print Date
Vehicle Model
Text
Vehicle Year
Text
Vehicle Color
Text

• Venicle Color Text

• License Plate No. Text

Home E-Mail URL/E-mail
 Comment 2 Text(256)

#### **Available Buttons and their assignment:**

There are following buttons available for the operator:

Save / Update (Main screen) - Saves changes

Drop-down Entries Edit Drop-down Entries (Main screen) - For switching to Edit Drop-down Entries screen

Cancel (Main screen) - Cancels changes

Add (Edit Drop-down Entries screen) - for adding of a new entry into the table

**Legit** Edit (Edit Drop-down Entries screen) - for modification of necessary entry in the table

Delete (Edit Drop-down Entries screen) - for removal of necessary entry from the table

Move Field Up (Edit Drop-down Entries screen) - for moving necessary entry one step up in the table

Move Field Down (Edit Drop-down Entries screen) - for moving necessary entry one step down in the table

Operator-defined Field can be edited directly in the **Current Name** column:



To edit necessary field, simply find the required record, place cursor into the Current Name column and edit the entry. After finishing, press Save Save button if you wish to save your changes. Press Cancel button, if you wish to cancel your changes.

If you press any other button then (without saving changes), you'll obtain the following popup message:



"Yes" - saves your changes, "No" - cancels your changes, "Cancel" - cancels your last action (pressing of a button or clicking anywhere in menu).

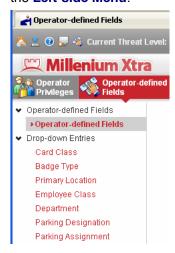
Operator also can change the names of drop-down fields here.

Note: This screen allows changing of drop-down fields' names, not their entries!

For changing of drop-down entries refer to the next section.

# **Drop-down Entries**

To edit drop-down entries, press Prop-down Entries Edit drop-down entries button or click on a required entry in the **Left-side Menu**:



The required entry resides inside one of the following groups -

#### **Drop-down Entries:**

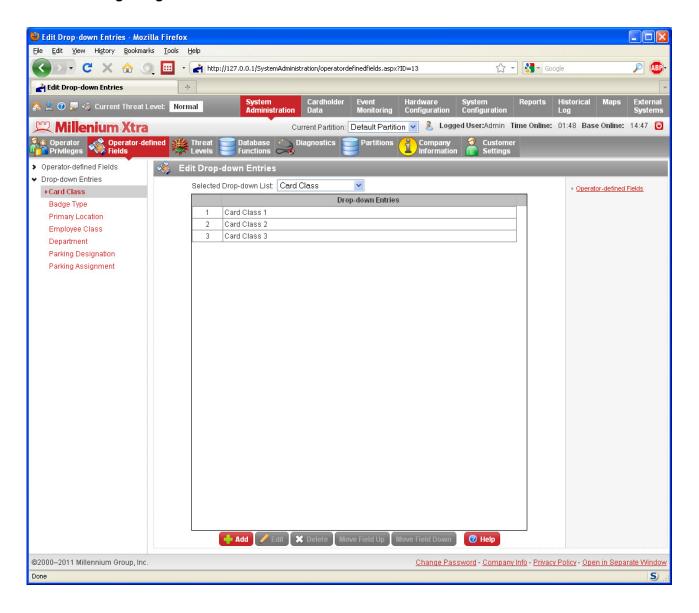
**Card Class** 

**Badge Type** 

**Primary Location** 

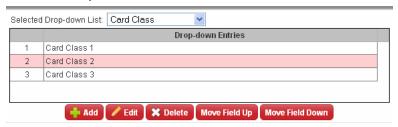
**Employee Class** 

# Department Parking Designation Parking Assignment



**Card Class Group** - here operator can define necessary **Card Classes**, which then will be used by Millenium Xtra System.

Card classes may be created, edited, deleted with the help of Add, Edit, Delete buttons. Their display order (exactly like they will be shown inside corresponding drop-down lists), also may be revised with the help of .Move Field Up, Move Field Down buttons.



**Badge Type Group** - here operator can define necessary **Badge Types**, which then will be used by Millenium Xtra System.

Badge types may be created, edited, deleted with the help of Add, Edit, Delete buttons. Their display order (exactly like they will be shown inside corresponding drop-down lists), also may be revised with the help of .Move Field Up, Move Field Down buttons.



**Primary Location Group** - here operator can define necessary **Primary Locations**, which then will be used by Millenium Xtra System.

Primary locations may be created, edited, deleted with the help of Add, Edit, Delete buttons. Their display order (exactly like they will be shown inside corresponding drop-down lists), also may be revised with the help of .Move Field Up, Move Field Down buttons.



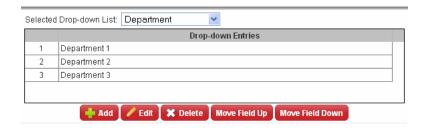
**Employee Class Group** - here operator can define necessary **Employee Classes**, which then will be used by Millenium Xtra System.

Employee Classes may be created, edited, deleted with the help of Add, Edit, Delete buttons. Their display order (exactly like they will be shown inside corresponding drop-down lists), also may be revised with the help of .Move Field Up, Move Field Down buttons.



**Department Group** - here operator can define necessary **Departments**, which then will be used by Millenium Xtra System.

Departments may be created, edited, deleted with the help of Add, Edit, Delete buttons. Their display order (exactly like they will be shown inside corresponding drop-down lists), also may be revised with the help of .Move Field Up, Move Field Down buttons.



**Parking Designation Group** - here operator can define necessary **Parking Designations**, which then will be used by Millenium Xtra System.

Parking Designations may be created, edited, deleted with the help of Add, Edit, Delete buttons. Their display order (exactly like they will be shown inside corresponding drop-down lists), also may be revised with the help of .Move Field Up, Move Field Down buttons.



**Parking Assignment Group** - here operator can define necessary **Parking Assignments**, which then will be used by Millenium Xtra System.

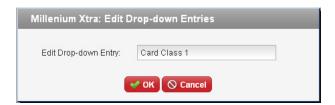
Parking Assignments may be created, edited, deleted with the help of Add, Edit, Delete buttons. Their display order (exactly like they will be shown inside corresponding drop-down lists), also may be revised with the help of .Move Field Up, Move Field Down buttons.



To add necessary entry inside one of the groups, press Add button. Then fill the required entry. Then modify the required entry in the pop-up window as shown below:



To edit necessary entry inside one of the groups, select the required entry, click on it and press Edit button. Then modify the required entry in the pop-up window as shown below:



To delete necessary entry from one of the groups, select the required entry, click on it and press Delete button. Delete Confirmation pop-up window will ask the operator to confirm his action.



To move necessary entry one step up in the table, select the required entry, click on this entry and press Move Field Up button. No popups will appear; the record only will be moved one step up.

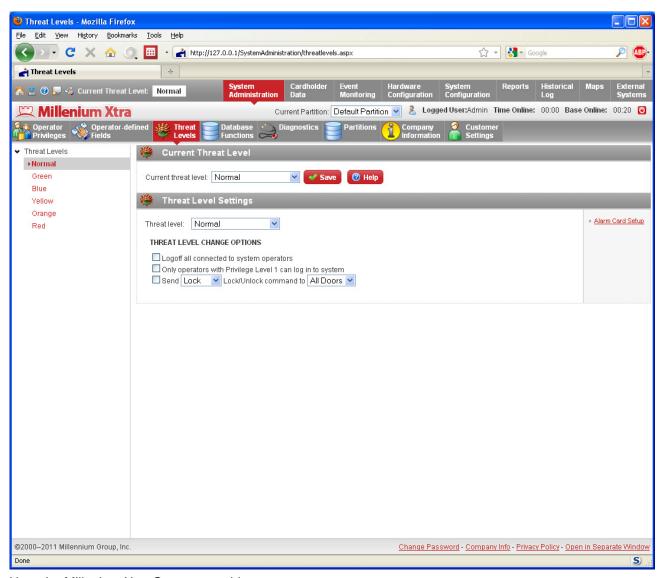
To move necessary entry one step down in the table, select the required entry, click on this entry and press

Move Field Down

Move Field Down button. No popups will appear; the record only will be moved one step down.

To return to Edit Operator-defined Fields screen, press Operator-defined Fields (\* Operator-defined Fields ) button.

# **System Administration - Threat Levels**



Here the Millenium Xtra Operator could set up:

- Current Threat Level for the System.
- Individual Threat Level Settings for each of the existing System Threat Levels.

To set up the **Current Threat Level** for the System - select the desired current threat level with the help of the "Current threat level" drop-down list. Press Save button. Current Threat Level is saved.

Click on the required Threat Level in the Left-side Menu or change the value of a "Threat level" drop-down list. Edit necessary fields among **Threat Level Change Options**.

# **Available Fields and their assignment:**

- "Logoff all connected to system operators" checkbox
- "Only operators with Privilege Level 1 can log in to system" checkbox

- "Send" checkbox
- "Lock/Unlock" drop-down list
- "All Doors" drop-down list

Here the Millenium Xtra Operator may:

- check/uncheck the "Logoff all connected to system operators" checkbox;
- check/uncheck the "Only operators with Privilege Level 1 can log in to system" checkbox;
- check/uncheck the "Send" checkbox. If this checkbox is checked, the Millenium Xtra Operator may enable sending Lock or Unlock command to "All Doors" when the threat condition will occur.
- select Lock or Unlock value for the command which will be sent to "All Doors"

#### Available Buttons and their assignment.

There are following buttons available for the operator:

Alarm Card Setup button (for all Threat Level Groups)

Save button (for all Threat Level Groups except Normal)

Scancel (for all Threat Level Groups except Normal)

Normal Group could not be edited, so Save and Cancel buttons for this group are not displayed.

After finishing, press Save button if you wish to save your changes. Press Cancel button, if you wish to cancel your changes.

If you press any other button then (without saving changes), you'll obtain the following popup message:



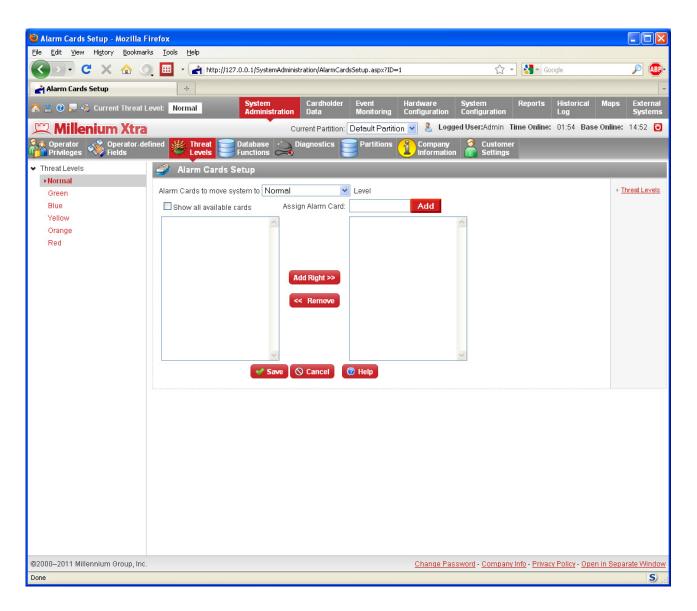
"Yes" - saves your changes, "No" - cancels your changes, "Cancel" - cancels your last action (pressing of a button or clicking anywhere in menu).

#### **Alarm Card Setup**

To set up alarm cards for different threat levels, please do the following.

1. Press Alarm Card Setup button.

The screen will display look like this:

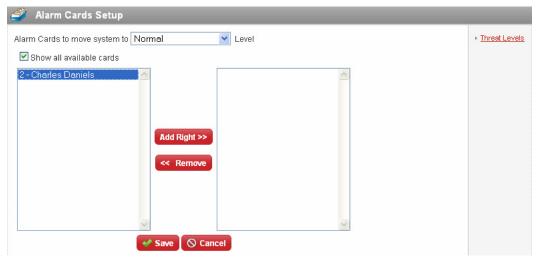


2. Choose the required threat level (select one from the drop-down list "Alarm Cards to move system to" or use the Left-side Menu)



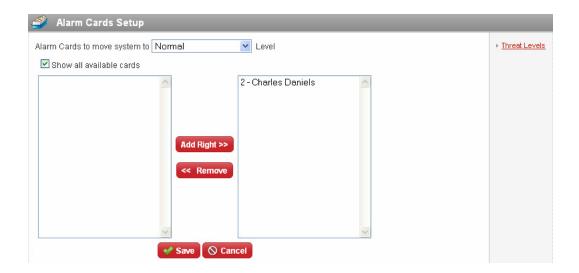
3. Check the "Show all available cards" checkbox.

All available cards will be shown in left window:



4. Select the required Card among available in the left-side window.

Press Add Right button to add the cardholder's card to selected threat level:



5. When the cardholder's card needs to be removed from the current threat level, select the required Card among available in the right-side window.

Press Remove button to remove the cardholder's card from selected threat level.

6. After finishing, press Save button if you wish to save your changes. Press Cancel button, if you wish to cancel your changes.

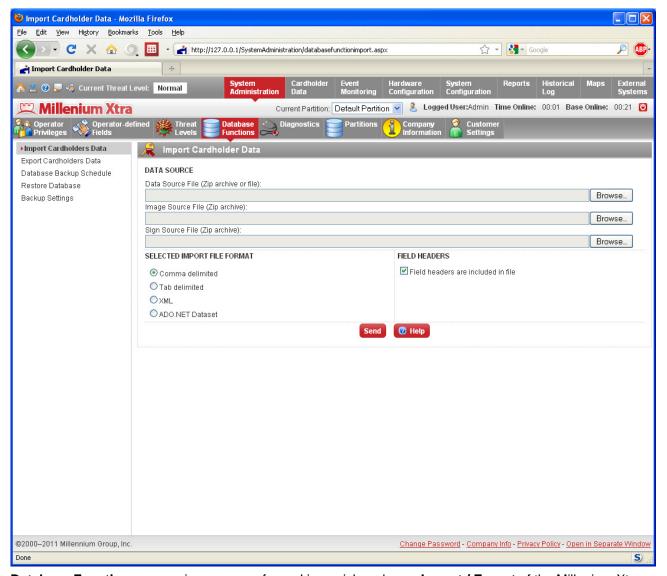
If you press any other button then Save (without saving changes), you'll obtain the following popup message:



"Yes" - saves your changes, "No" - cancels your changes, "Cancel" - cancels your last action (pressing of a button or clicking anywhere in menu).

7. To return to the main Threat Levels screen, press Threat Levels button.

# **System Administration - Database Functions**



**Database Functions** screen is necessary for making quick and easy **Import / Export** of the Millenium Xtra Database, **Backing up** and **Restore** of the Millenium Xtra Database, and **Scheduling** of the Millenium Xtra Database backup processes. The Millenium Xtra Database Backup Settings may also be provided here.

# a) Importing Cardhoders Data.

Importing Cardhoders Data is necessary for making quick and easy update of the Millenium Xtra Database. Select **Import Cardhoders Data** from the **Left-side Menu**.



To update the Millenium Xtra Database with new data, prepare your cardholder data file(-s) in one of the following formats:

- Comma delimited (text file, where data fields are delimited with Comma symbol.)
- Tab delimited (text file, where data fields are delimited with Tab symbol.)
- XML (file in convenient .XML format)
- ADO.NET Dataset (file in ADO.NET Dataset .XML format)

Three source files (Data Source file, Image Source file and Sign Source file) may be uploaded as they are or may be archived (using ZIP compression).

Image Source File and Sign Source File must be archived before uploading.

Field headers may be included or not included in your data source file (see the corresponding checkbox). All the fields' specifications and field types for data source files are discussed in **Addendum A**.

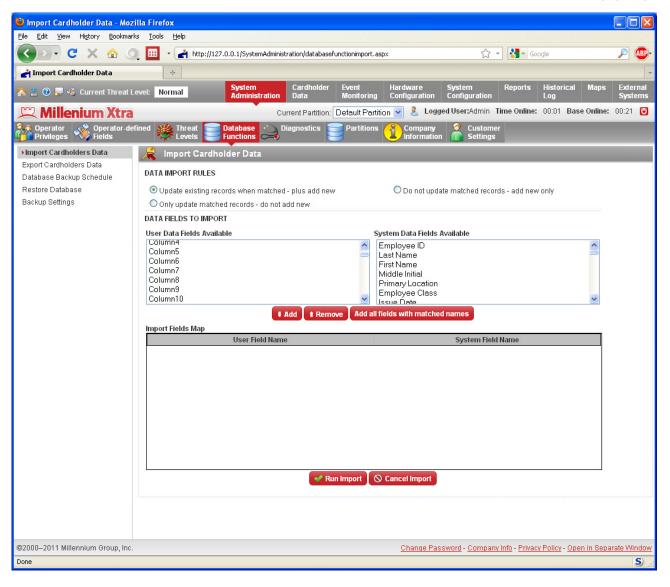
To import cardholder's data, please do the following.

- 1) Prepare your source file(-s). Note that Image Source File and Sign Source File must be ZIP archived.
- 2) Press the first Browse... Browse... button and select your local **Data Source File** (or ZIP archive). Press OK.
- 3) Press the second Browse... Browse... button and select your local ZIP archived Image Source File. Press OK.
- 4) Press the third Browse... Browse... button and select your local ZIP archived **Sign Source File**. Press OK.
- 5) Please indicate the **Selected Import File Format** using one of Radio buttons.
- 6) Please check or uncheck the "Field headers are included in file" checkbox using corresponding checkbox.

Note: The Data Source File (step 2) is mandatory. Steps 3) and 4) may be omitted.

7) Press Send button.

The screen will look like this:

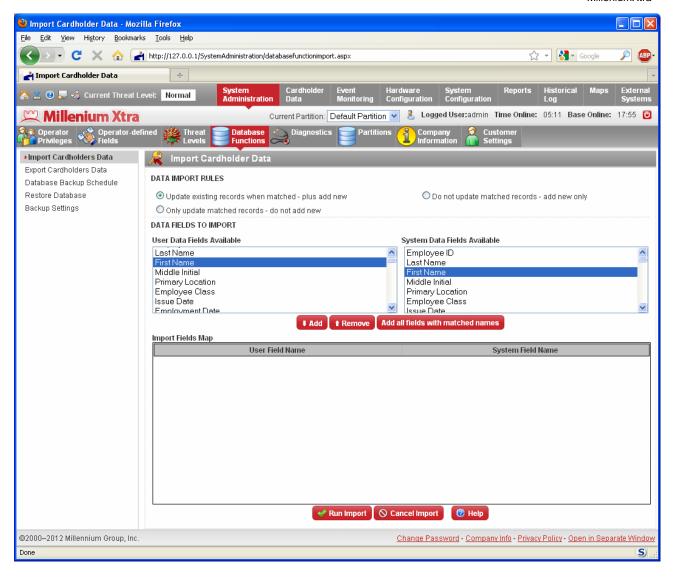


- 8) Indicate required Data Import Rules using one of three Radio buttons. You may select one of the following options:
  - Update existing records when matched plus add new. This option allows adding of new records as well as updating of the existing ones.
  - **Do not update matched records add new only**. This option allows only updating of the existing records. No adding of new records will be done.
  - Only update matched records do not add new. This option allows only adding of new records.
     No updating of the existing records will be done.
- 9) Indicate Data Fields required to Import to the Millenium Xtra Database and build the required Import Fields Map. The window displays available User Data Fields (left column) and System Data Fields Available (right column). The **Fields set** in left column depends on your prepared file and may contain the following entries:
  - Column1, Column2, Column3, Column4, Column5.

The Fields set in right column depends on your prepared file and may contain the following entries:

- Employee ID, Last Name, First Name, Middle Initial, Primary Location, Employee Class, Issue Date, Employment Date, Department, Internal Phone, Supervisor, Master Area, Company E-mail, Comment 1, ADA Shunt, Parking Designation, Parking Assignment, Re-issue Date, Badge Print Date, Vehicle Model, Vehicle Year, Vehicle Color, License Plate No., Home E-mail, Comment 2, Picture, Signature.
- Card 1 Printed Card No., Card 1 Encoded Card No., Card 1 Activation Date, Card 1 Expiration
  Date, Card 1 PIN, Card 1 Active, Card 1 Card Class, Card 1 Badge Type, Card 1 Access Level 1,
  Card 1 Access Level 2, Card 1 Access Level 3, Card 1 Access Level 4, Card 1 Access Level 5,
  Card 1 Access Level 6.
- Card 2 Printed Card No., Card 2 Encoded Card No., Card 2 Activation Date, Card 2 Expiration
  Date, Card 2 PIN, Card 2 Active, Card 2 Card Class, Card 2 Badge Type, Card 2 Access Level 1,
  Card 2 Access Level 2, Card 2 Access Level 3, Card 2 Access Level 4, Card 2 Access Level 5,
  Card 2 Access Level 6.
- Card 3 Printed Card No., Card 3 Encoded Card No., Card 3 Activation Date, Card 3 Expiration
  Date, Card 3 PIN, Card 3 Active, Card 3 Card Class, Card 3 Badge Type, Card 3 Access Level 1,
  Card 3 Access Level 2, Card 3 Access Level 3, Card 3 Access Level 4, Card 3 Access Level 5,
  Card 3 Access Level 6.

Select one of the fields inside left window and the corresponding one inside right window. Both fields should be marked blue as shown below:



Then press Add button. The mapped items will appear in **Import Fields Map** window. Do this for all of the required fields (select conformities and press Add button for all of them). In case of wrong mapping, you may remove some mapped items from the bottom window. To remove one of the mappings, select this mapping and press Remove button. The mapping will be removed.

10. In case when field names in left window are coincided with field names in right window (use **Addendum A** for reference purposes), the step 9 is not necessary or may be provided only for those fields which do not have equal names. Just press Add all fields with matched names "Add all fields with matched names" button and check the result in the **Import Fields Map**. Correct or add some of the mappings using step 9, if necessary.

11. When the mapping will be finished, press Run Import button to provide import. Pressing Cancel Import button cancels importing.

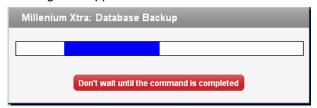
In case of erroneous mapping(-s), the popup will appear:



Follow the instructions and fix your errors. Press Run Import button again.

**Note:** To avoid mapping errors, please prepare your file(-s) strongly in accordance with instructions described in **Addendum A**.

In case of successful mapping(-s), the process of import will be initiated and the corresponding popup message will appear:



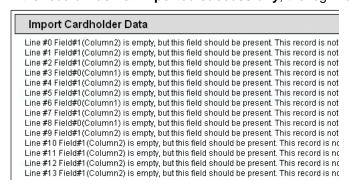
You may press the button "Don't wait..."; the Millenium Xtra System will inform you when the import process will be completed. Press the button and do all what you need.

After sending data to the Server, you will obtain the following popup message:



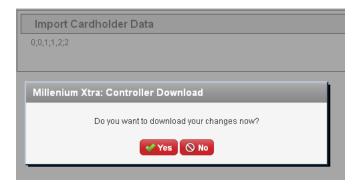
**Note:** The process of import is logged and this log will be displayed in the main import results window for every record which contains errors.

If the record was not imported successfully, the log line looks like this:



Line #44 Field#0(Column1) is empty, but this field should be present. This record is not imported.

If the record was imported successfully, the screen will look like this:



"Do you want to download your changes now?" popup window immediately appears.

Yes - submits your import process, No - breaks your import process.

After pressing OK button, you will be prompted with this popup again:

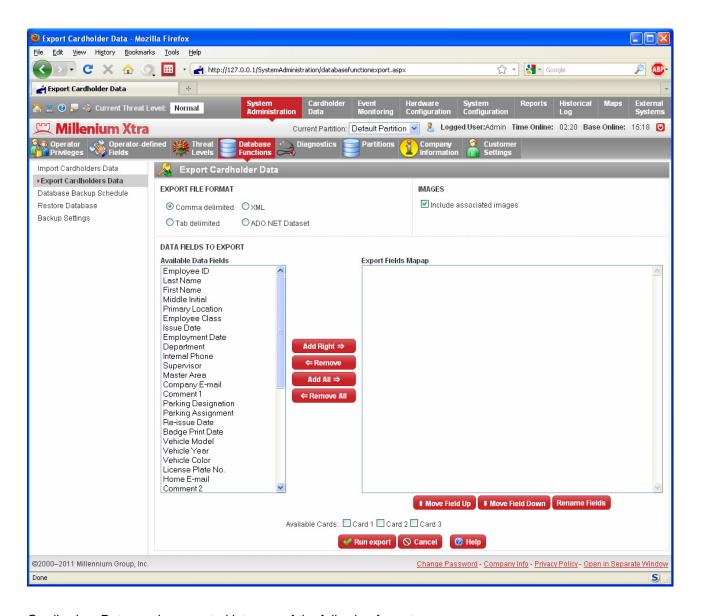
## b) Exporting Cardhoders Data

Exporting Cardhoders Data is necessary for making quick and easy snapshot of the Millenium Xtra Database for cardholders' data.

Select Export Cardhoders Data from the Left-side Menu.



Your screen will look as this one:



Cardhoders Data can be exported into one of the following formats:

- Comma delimited (text file, where data fields are delimited with Comma symbol.)
- Tab delimited (text file, where data fields are delimited with Tab symbol.)
- XML (file in convenient .XML format)
- ADO.NET Dataset (file in ADO.NET Dataset .XML format)

Necessary Data Fields can be choosen via "**Select Data Fields to Export:**" window located on the left side. Available Data Fields for export are presented below:

#### **Available Data Fields**

Employee ID, Last Name, First Name, Middle Initial, Picture, Signature, Printed Card No., Encoded Card No., Activation Date, Expiration Date, PIN Active, Card Class, Badge Type, Access Level 1, Access Level 2, Access Level 3, Access Level 4, Access Level 5, Access Level 6, Facility Code, Primary Location, Employee Class, Issue Date, Employment Date, Department, Internal Phone, Supervisor, Master Area, Company E-mail, Comment 1, ADA Shunt, Parking Designation, Parking Assignment, Re-issue Date,

Badge Print Date, Vehicle Model, Vehicle Year, Vehicle Color, License Plate No., Home E-mail, Comment 2.

These fields include general cardholders' information fields and card-specific information fields.

Card-specific information fields are the following:

Card 1 Printed Card No., Card 1 Encoded Card No., Card 1 Activation Date, Card 1 Expiration Date, Card 1 PIN, Card 1 Access Level 1, Card 1 Access Level 2, Card 1 Access Level 3, Card 1 Access Level 4, Card 1 Access Level 5, Card 1 Access Level 6.

Images may be included or not included in your exported file (see the corresponding checkbox).

All the fields' specifications and field types for data source files are discussed in Addendum A.

For Exporting Cardhoders Data, please do the following.

- 1) Select the required **Text Export File Format** among 4 available (see above).
- 2) Check "Include associated images" checkbox if images associated with cardholders' data should be exported.
- 3) Select **Data Fields to Export** (provide the Export Fields Map). Use Add Right, Remove, Add All, Remove All buttons to provide vour selection:



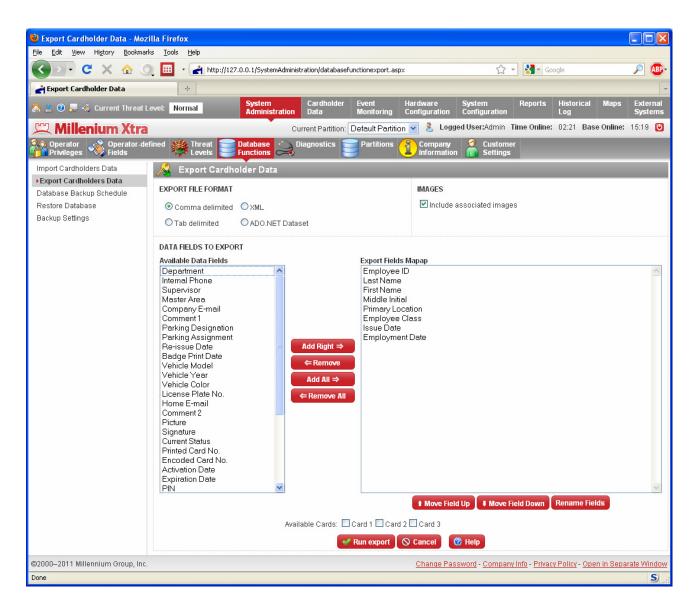
4) Check the required cards among available in your system, using the corresponding checkboxes.

**Note:** card-specific information fields will be output for every cardholder as many times as many cards you'll check. So, if there are three cards on your system, all of the card-specific information fields (provided in your export map) will be exported strictly according to the number of checked cards.

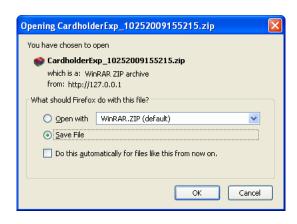
5) Select any of the fields in the Export Fields Map window. Use buttons Move Field Up, Move Field Down, Rename Field to change the order of fields in your output file and to rename some fields if necessary.

If you wish to rename the field, select it in the Export Fields Map window and press the Rename Field button. If you wish to move the selected field one step up, press the Move Field Up button. If you wish to move the selected field one step down, press the Move Field Down button.

**Note:** This step is not necessary.



- 6) Press Run Export button.
- 7) The exported file will be prompted to be opened with the appropriate program (WinZIP, etc.) or to be saved according to your current internet browser settings and current OS settings.



Choose the required action, and then press OK to save (or open) exported file or press Cancel to cancel the export operation.

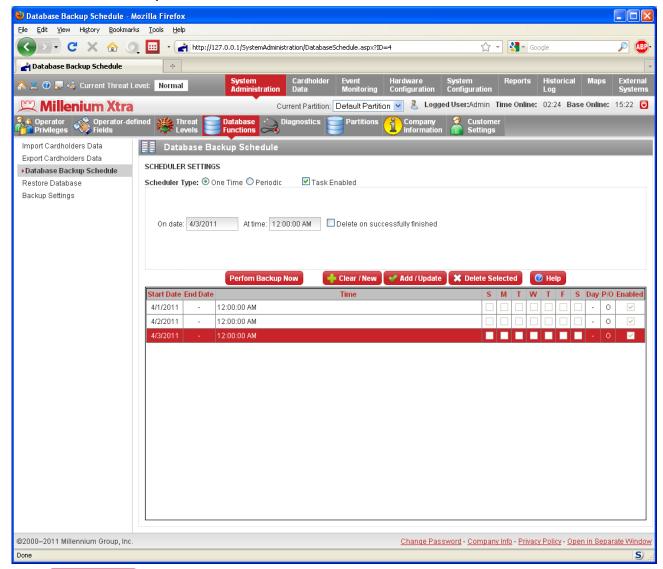
8) Exported file name has the following syntaxis:

**CardholderExp\_10202009165354.zip**, where "CardholderExp\_ is" the prefix, "mmddyyyyhhmmss" is the date and time of export, ".zip" is the file's extension.

### c) Database Backup Schedule

**Database Backup** is necessary for making quick and easy backup copies of the whole Millenium Xtra Database. This backup may also be **scheduled** according to your needs.

Select Database Backup Schedule from the Left-side Menu.



Press Perform Backup Now button if you wish to make the backup manually.

Use Scheduler settings: window controls to schedule backups according to your needs.

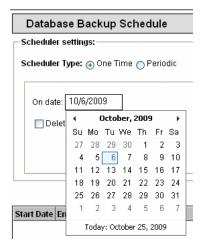
### Scheduler Type:

**One Time** Radio button - for making one-time scheduled backup.

Periodic Radio button - for making periodic scheduled backups.

Task Enabled checkbox - If checked, the current task is enabled.

On date: field - for the date of database backup selection. Click here and the Calendar popup will appear:



Select the required date.

At time: field - for the time of database backup selection. Select the required time.

**Delete on successfully finished** checkbox - If checked, the current task will be deleted from scheduler after successful run.

If **Periodic** Radio button is chosen, two windows will appear:

## Run On Day:

Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday or Day of Month.

Select the desired option (check the appropriate checkbox)

Occurs: - has also two options.

Once at - input the time to run backup once.

Every - see the explanation below.

If **Every** option is chosen, following controls will appear:

Hour(s) / Minute(s) Combo box - select the desired unit

Starting at: field - input the "starting at" time for the backup here

Ending at: field - input the "ending at" time for the backup here

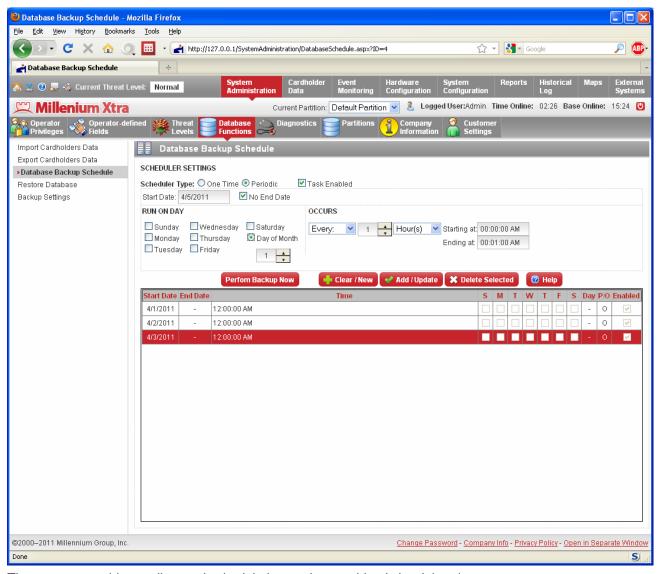
Note: Minutes values can be entered in the range of 1 to 1440;

Hours values can be entered in the range of 1 to 23.

Press Clear/New button if your current Database Backup Schedule values were input incorrectly.

Press Add/Update button if you wish to save your current Database Backup Schedule.

Saved schedule items appear in the bottom part of a screen.



The operator could not edit saved schedule items, they could only be deleted.

Press Delete Selected Delete Selected button if you wish to delete the selected (in the bottom part of a screen) Database Backup Schedule item.

Confirmation popup will ask if you want to remove item:



Do you want to delete selected schedule?

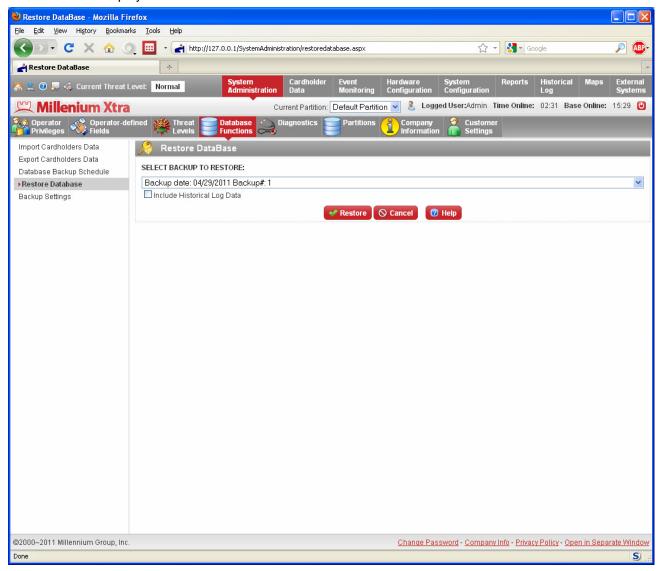
"Yes" - confirms delete operation, "No" - cancels delete operation.

**Note:** If "Delete on successfully finished" is checked, the successfully performed schedule items will be deleted automatically.

## d) Restore Database

This is necessary if you wish to restore the Millenium Xtra Database from one of the earlier-performed backups. Select **Restore Database** from the **Left-side Menu**.

The screen will display:



Select one of the available backups using corresponding Combo box.

If you wish to include Historical Log Data, check the corresponding checkbox.

Restore button - restores the selected Millenium Xtra Database.

© Cancel button - cancels your selection.

Press the Restore button to restore the selected Millenium Xtra Database.

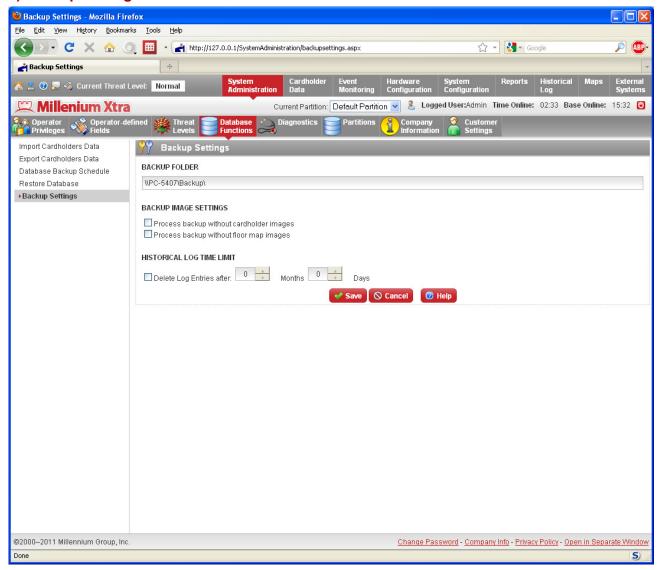
Confirmation popup will appear:



Are you sure you want to Restore a saved database? If the current database has not been backed up it will be lost.

"Yes" - restores database to one of the selected backups. "No" - cancels operation.

## e) Backup Settings



There are following **Backup Settings** in the Millenium Xtra System:

## Backup Folder

**Backup Folder** - folder for backup copies on your server (for example, \\Server\Backup\ - where \\Server is the server name). Millenium Xtra Operator may input the necessary path directly into the corresponding field.

Note: Backup Folder is required field. If it will be empty or incorrect, the page could not be saved.

### · Backup image settings

Process backup without cardholder images - check this checkbox to disable backing up of cardholder images.

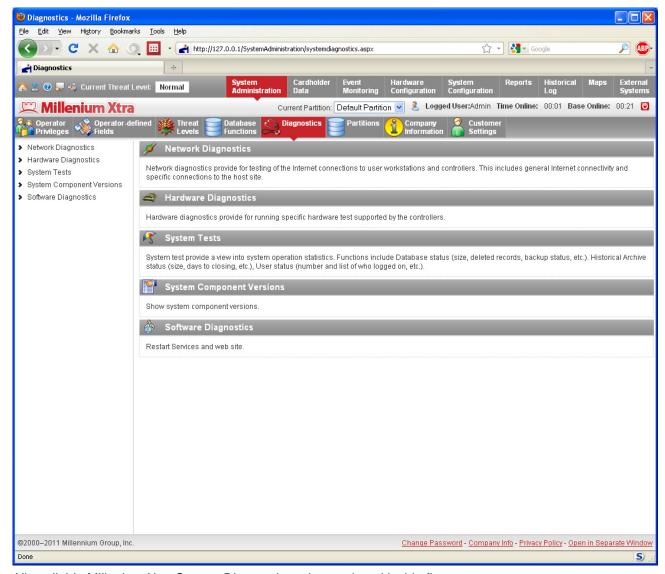
Process backup without floor map images - check this checkbox to disable backing up of floor map images.

# **Historical Log Time Limit**

Delete Log Entries after: \_\_\_ Months \_\_\_ Days

Input the value here to enable the Millenium Xtra System remove old logs automatically.

# **System Administration - Diagnostics**



All available Millenium Xtra System Diagnostic tools are placed inside five groups.

The Millenium Xtra System Diagnostics includes following screens:

## **Network Diagnostics**

Server Ping

## Hardware Diagnostics

- Reset Controller
- Firmware Report
- Firmware Download

### System Tests

- Database Size
- Historical Log Size

Event Generator

System Component Versions

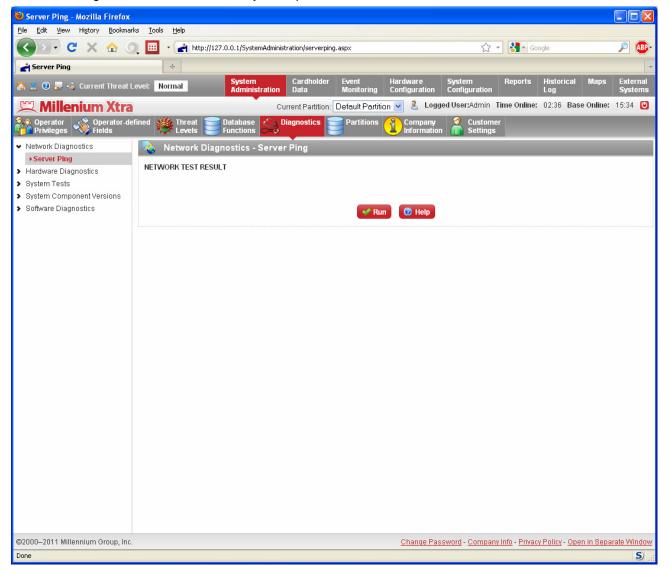
Component Versions

## **Software Diagnostics**

- Restart Services
- Restart Millenium Xtra web site

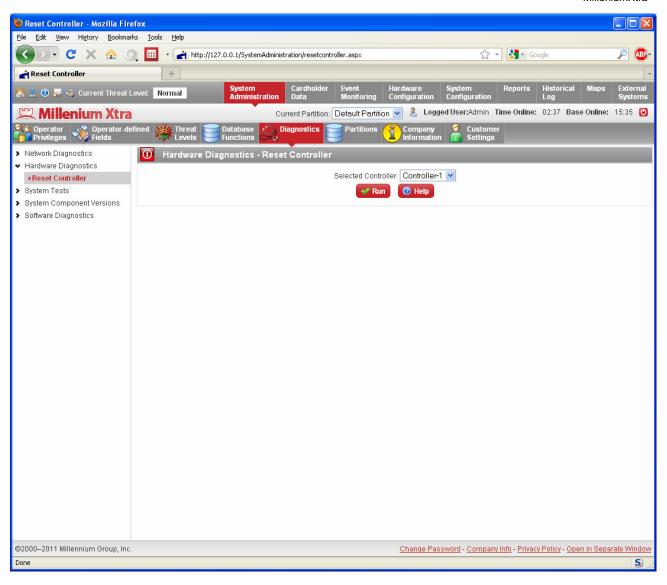
### **Network Diagnostics**

Network diagnostics is provided for testing of the Internet connections to user workstations and controllers. This includes general Internet connectivity and specific connections to the Millenium Xtra host site.



## **Hardware Diagnostics**

Hardware diagnostics is provided for running specific hardware tests supported by controllers. These tests can include communications test, memory test, software version checks and time/date checks.

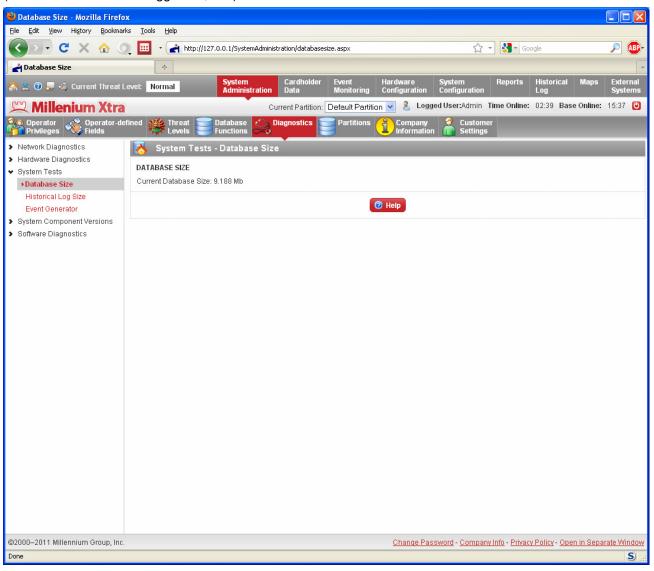


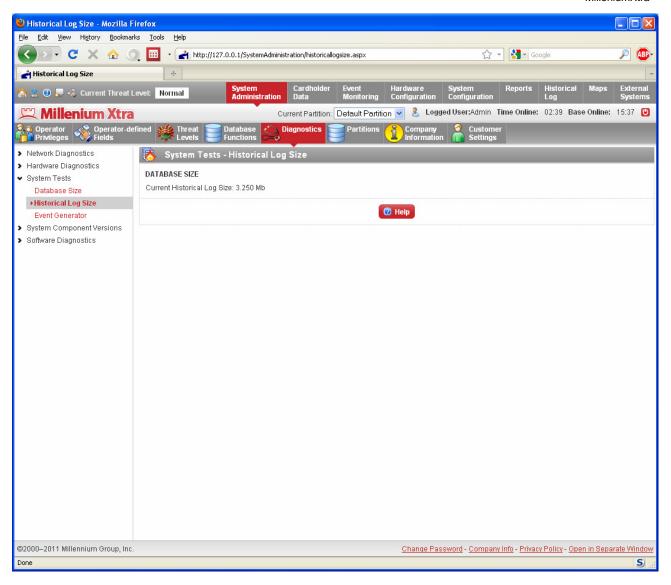


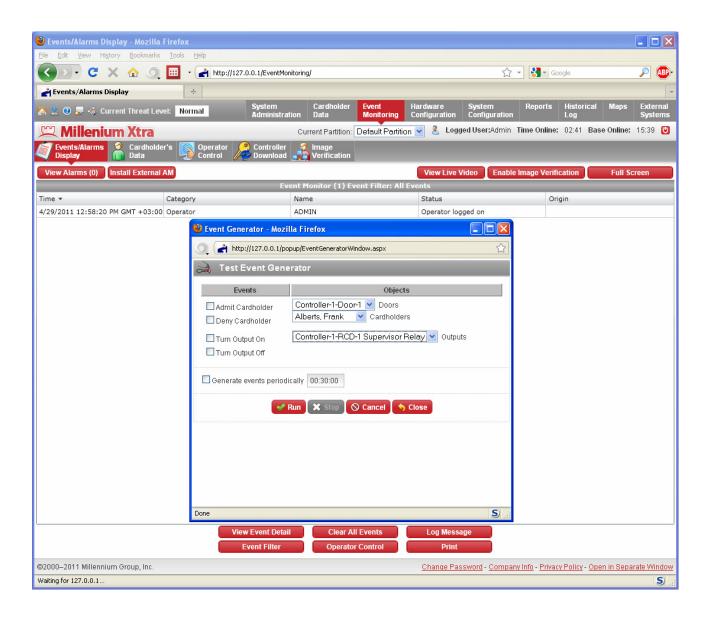


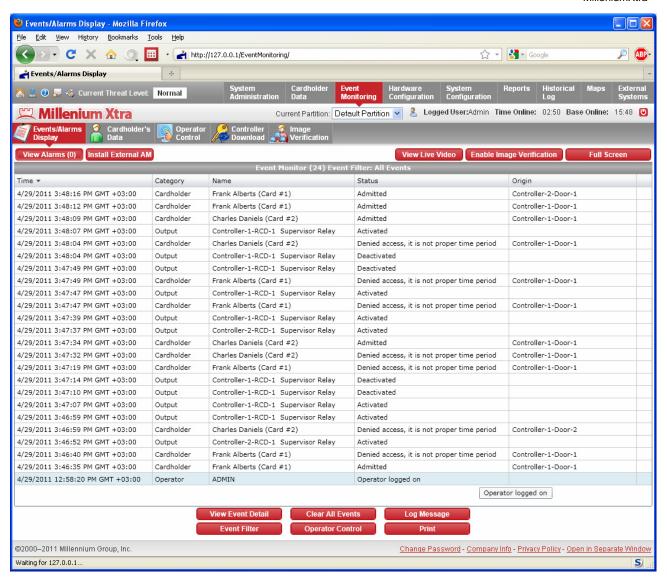
## **System Tests**

System tests provide a view into system operation statistics. Functions include Database status (size, deleted records, backup status, etc.). Historical Archive status (size, days to closing, etc.), User status (number and list of who logged on, etc.).



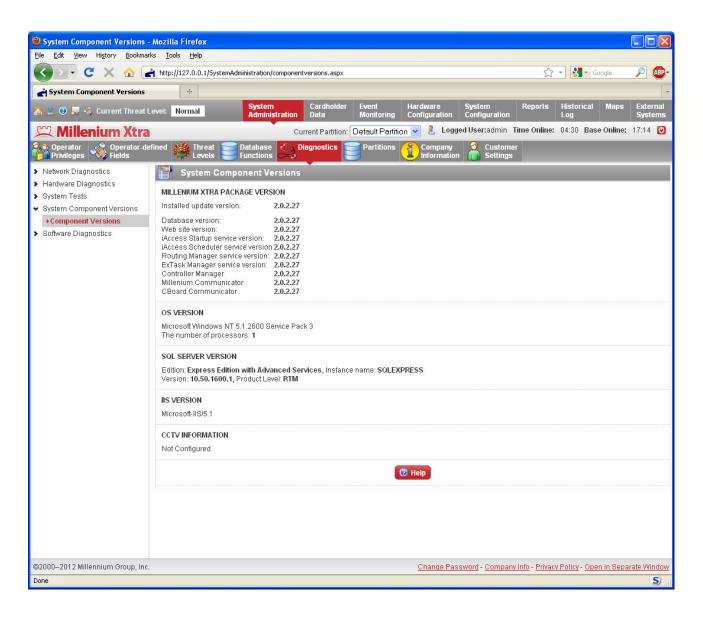






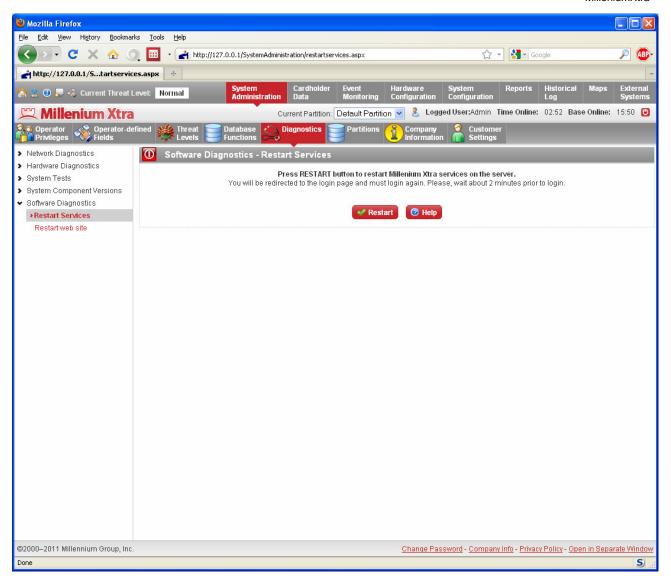
## **System Component Versions**

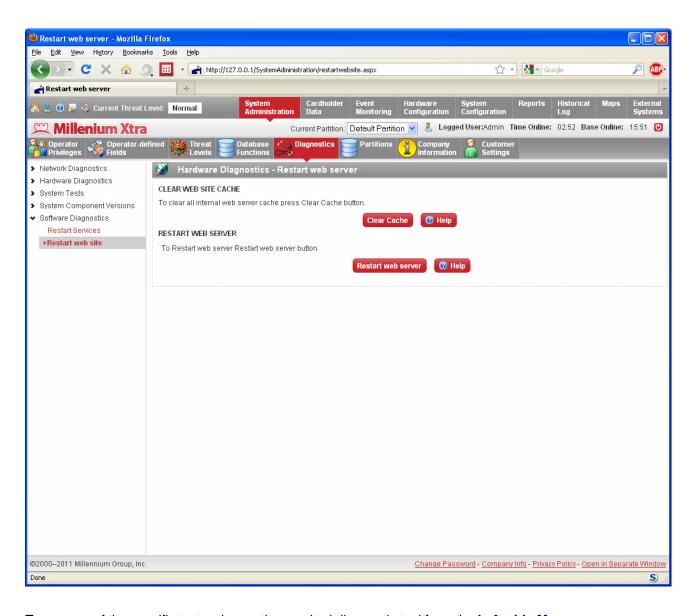
Shows system component versions.



## **Software Diagnostics**

Restart Services and Millenium Xtra web site.





To run one of the specific tests, choose the required diagnostic tool from the Left-side Menu.



Choose Network Diagnostics - Server Ping to test your communication with server.

Press Run button.

Network Test Result is shown below:

Server Ping Statistic (min/avg/max): 1 / 2.2 / 4 ms

Choose Hardware Diagnostics - Reset Controller to reset your controller(-s).

Select the required Controller (among available for current System in the Selected Controller: Combo box)

Press Run button. View the results below.

Reset Controller successful

Test results will also be written to the system log and can be viewed in the Events Alarm / Display screen.

Choose Hardware Diagnostics - Firmware Report to view the firmware report.

Select the required Controller (among available for current System in the Selected Controller: Combo box)

Press Run button. View the results below.

Controller Firmware Information:

Quering Firmware Report. Wait a moment, please...

XXXX-XXX

 Choose Hardware Diagnostics - Hardware Diagnostics - Firmware Download to update your firmware.

Select the required Controller (among available for current System in the Selected Controller: Combo box)

Press Run button. View the results below.

Note: Firmware File is required.

Browse for your Firmware File. If the "Firmware File:" field is empty, error massage will be obtained immediately after pressing button. Upload your Firmware File. Press Run button again. View the results below.

Controller Firmware Information:

Quering Firmware Report. Wait a moment, please...

XXXX-XXX

In case of any kind of error(-s), all the error messages will be displayed in red, for example *Error quering Firmware Report. May be controller is off-line* 

Choose System Tests - Database Size

This information is displayed immediately as shown below:

Database size: Current Database Size: 7.750 Mb

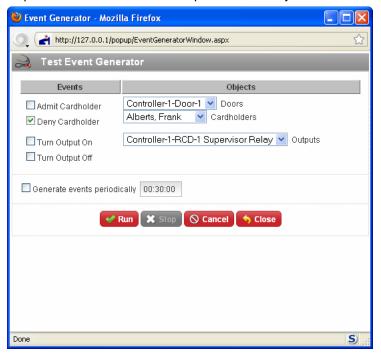
Choose System Tests - Historical Log Size

This information is displayed immediately as shown below:

Historical Log Size: Current Historical Log Size: 3.250 Mb

Choose System Tests – Events Generator to invoke different system events.

Separate browser window will open immediately:



Select required event(-s) and choose appropriate settings. Press Run button.

You will be redirected to Events / Alarm Display screen, where all of the performed events can be found.

## • System Tests - System Component Versions

This information is displayed immediately as shown below:

Millenium Xtra package version

2.0.0

OS version

Microsoft Windows NT 5.1.2600 Service Pack 2

The number of processors: 1

SQL Server version

Edition: Express Edition with Advanced Services, Instance name: SERVER

Version:10.0.1600.22, Product Level:RTM

IIS version

Microsoft-IIS/5.1

**CCTV** Information

CCTV enabled

Choose Hardware Diagnostics - Restart Services

Press RESTART button to restart Millenium Xtra services on the server. You will be redirected to the login page and must login again. Please, wait about 2 minutes prior to login.

Choose Hardware Diagnostics - Restart Millenium Xtra web server

To clear all internal web server cache press Clear Cache button.

Clearing of the web site cache operation will be performed.

After succesful completion, "Internal web server cache was cleared" message will be displayed.

To Restart Millenium Xtra web server press Restart web server button.

Restarting of the Millenium Xtra web server operation will be performed.

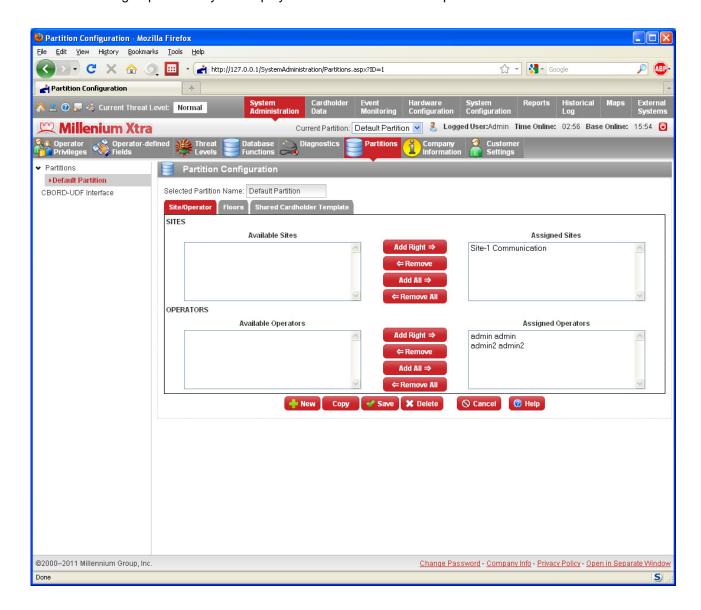
After successful completion, you will be redirected to the home page (System Administration - Operator Privileges).

# **System Administration - Partitions**

Partition (in terms of Millenium Xtra System) means a logical combination of different controller groups. For example, when there are two separate buildings (where controller groups are placed), it's consistent enough to declare two separate partitions.

System Administration - Partitions screen consists of main (**Partition Configuration**) window, and three tabs – **Site/Operator tab**, Floors tab, and **Shared Cardholder Template** tab.

All the necessary information should be simply input into the corresponding fields. Below there are all available fields grouped as they are displayed on the Millenium Xtra Operator's screen.



## Site/Operator tab

#### Available fields and controls:

**Selected Partition Name** – field which displays current partition name. The content of this field is set automatically when the Millenium Xtra System Operator chooses Partition name in the Left-side tree.

Sites group:

- Available Sites window wich displays all available (but not assigned) sites for the current partition
- Assigned Sites window wich displays all assigned sites for the current partition

## **Operators** group:

- Available Operators window wich displays all available (but not assigned) operators for the current partition
- Assigned Operators window wich displays all assigned operators for the current partition

#### **Buttons:**

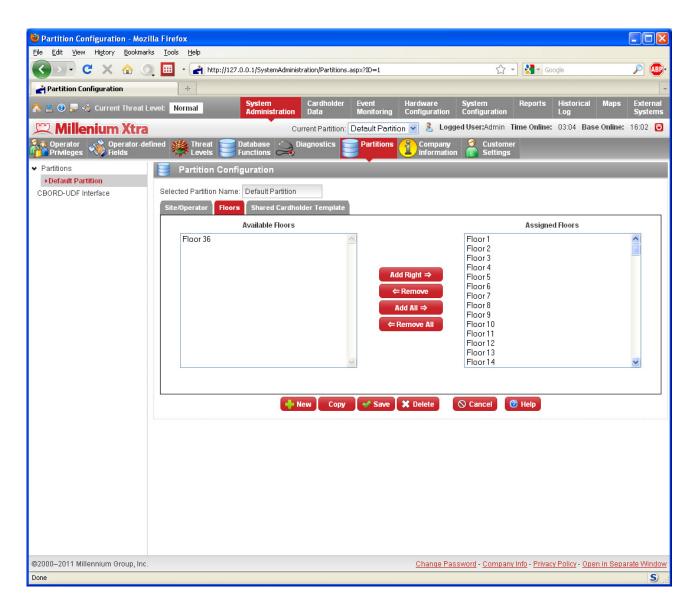
- Add Right => button to add site (or operator) to Assigned Sites (Operators) window
- <= Remove button to remove site (or operator) from Assigned Sites (Operators) window</li>
- Add All => button to add all sites (or operators) to Assigned Sites (Operators) window
- <= Remove All button to remove all sites (or operators) from Assigned Sites (Operators) window</li>

Select necessary Site among **Available Sites**. Press **Add Right =>** button to add the site to **Assigned Sites**.

Select necessary Site among **Assigned Sites**. Press **<= Remove** button to remove site from **Assigned Sites** and to place it to **Available Sites**.

Select Add All => or <= Remove All button to add or remove all sites simultaneously.

- New button for creation of a new Partition. Press this button to create the new Partition.
- Copy Copy button to copy current Partition data for another Partition
- Save button for saving changes for the current Partition
- Delete button for removal of selected Partition
- Cancel cancels changes made for the current Partition.



#### Floors tab

#### Available fields and controls:

**Selected Partition Name** – field which displays current partition name. The content of this field is set automatically when the Millenium Xtra System Operator chooses Partition name in the Left-side tree.

## **Floors** group:

- **Available Floors** window wich displays all available (but not assigned) floors for the current partition
- Assigned Floors window wich displays all assigned floors for the current partition

### **Buttons:**

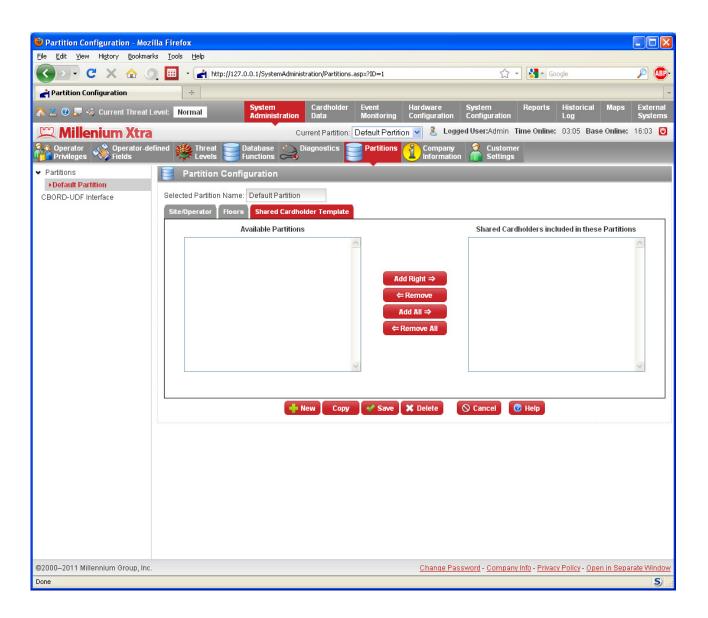
- Add Right => button to add floor to Assigned Floors window
- <= Remove button to remove floor from Assigned Floors window</li>
- Add All => button to add all floors to Assigned Floors window
- <= Remove All button to remove all floors from Assigned Floors window</li>

Select necessary Site among Available Floors. Press Add Right => button to add the floor to Assigned Floors.

Select necessary Site among **Assigned Floors**. Press **<= Remove** button to remove site from **Assigned Floors** and to place it to **Available Floors**.

Select Add All => or <= Remove All button to add or remove all sites simultaneously.

- New button for creation of a new Partition. Press this button to create the new Partition.
- Copy Copy button to copy current Partition data for another Partition
- Save button for saving changes for the current Partition
- Delete button for removal of selected Partition
- Cancel cancels changes made for the current Partition.



## **Shared Cardholder Template tab**

#### Available fields and controls:

**Selected Partition Name** – field which displays current partition name. The content of this field is set automatically when the Millenium Xtra System Operator chooses Partition name in the Left-side tree.

## Available Partitions group:

- Available Partitions window wich displays all available partitions
- Shared Cardholders included in these Partitions window wich displays all Shared Cardholders
  which are included in these Partitions

#### **Buttons:**

- Add Right => button to add Shared Cardholder to Shared Cardholders included in these Partitions window
- <= Remove button to remove Shared Cardholder from Shared Cardholders included in these Partitions window
- Add All => button to add all Shared Cardholders to Shared Cardholders included in these Partitions window
- <= Remove All button to remove all Shared Cardholders from Shared Cardholders included in these Partitions window

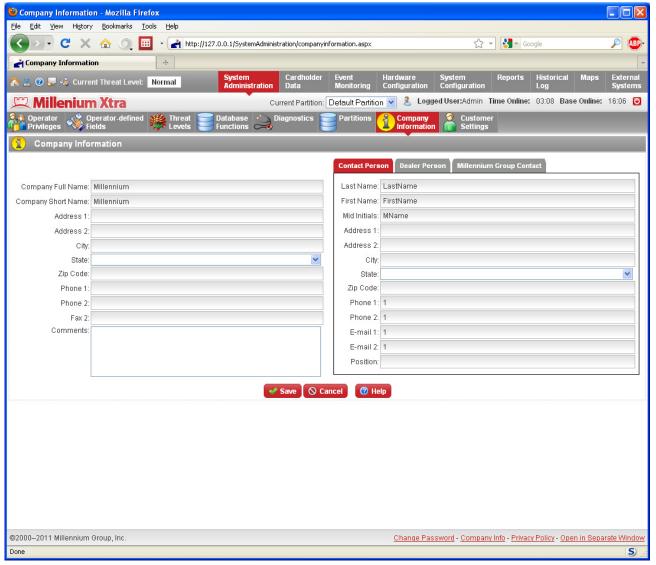
Select necessary Shared Cardholder Name among Available Partitions. Press Add Right => button to add it to Shared Cardholders included in these Partitions.

Select necessary Shared Cardholder Name among **Available Partitions**. Press **<= Remove** button to remove it from **Shared Cardholders included in these Partitions** and to place it to **Available Partitions**.

Select Add All => or <= Remove All button to add or remove all Shared Cardholders simultaneously.

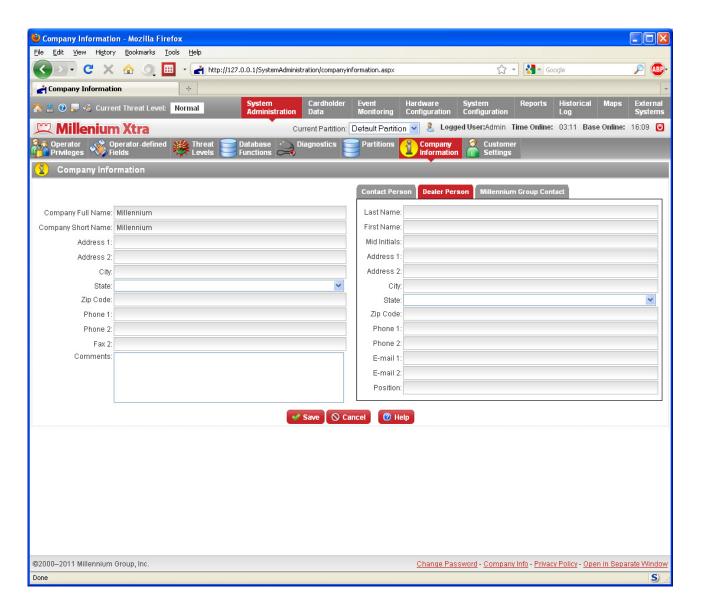
- New button for creation of a new Partition. Press this button to create the new Partition.
- Copy Copy button to copy current Partition data for another Partition
- Save button for saving changes for the current Partition
- Delete button for removal of selected Partition
- Cancel cancels changes made for the current Partition.

# **System Administration - Company Information**



System Administration - Company Information screen consists of general (**Company Information**) window, and three personal tabs - **Contact Person tab**, **Dealer Person tab**, and **Company Contact** tab.

All the necessary information should simply be input into the corresponding fields. Below there are all available fields grouped as they are displayed on the Millenium Xtra Operator's screen.



## Available fields:

Company Information fields are the following: Dealer Person Tab fields are the following:

## **Company Information**

Fax:

Comments:

Dealer Person

Phone 2:

E-mail 1:\*

Company Full Name:\* Last Name:\* Company Short Name: First Name:\* Address 1:\* Mid Initials: Address 2: Address 1: Address 2: City: State: City: Zip Code: State: Phone 1:\* Zip Code: Phone 2: Phone 1:\*

E-mail 2:\* Position:

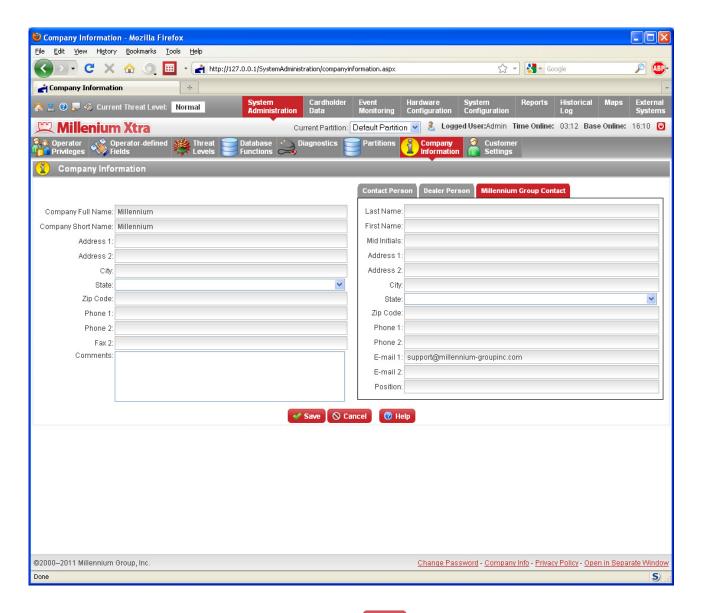
Contact Person fields are the following: Company Contact Tab fields are the following:

**Contact Person** 

**Company Contact** 

Last Name:\* Last Name:\* First Name:\* First Name:\* Mid Initials: Mid Initials: Address 1: Address 1: Address 2: Address 2: City:

City: State: State: Zip Code: Zip Code: Phone 1:\* Phone 1:\* Phone 2: Phone 2: E-mail 1:\* E-mail 1:\* E-mail 2:\* E-mail 2:\* Position: Position:



When the Millenium Xtra Operator finished his/her input, Save button must be pressed to save the Company Information.

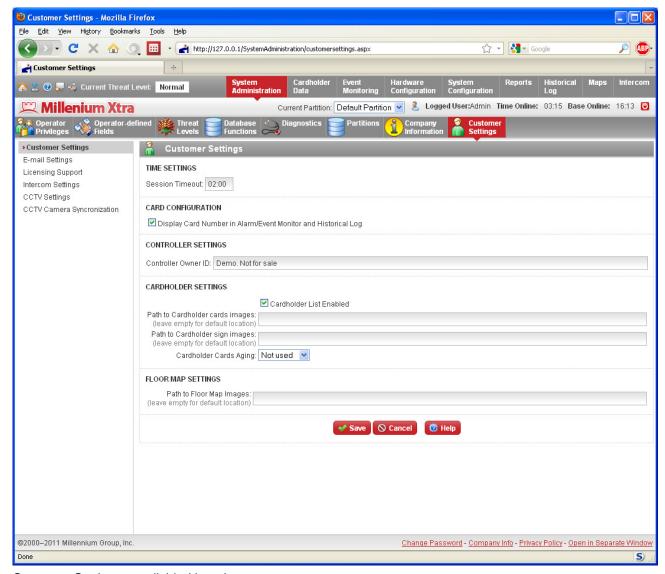
Pressing the Cancel button cancels all the input information (including general information and 3 personal tabs).

If you press any other button then (without saving changes), you'll obtain the following popup message: Do you want to save the changes you made to database?



"Yes" - saves your changes, "No" - cancels your changes, "Cancel" - cancels your last action (pressing of a button or clicking anywhere in menu).

# **System Administration - Customer Settings**



Customer Settings are divided into these groups:

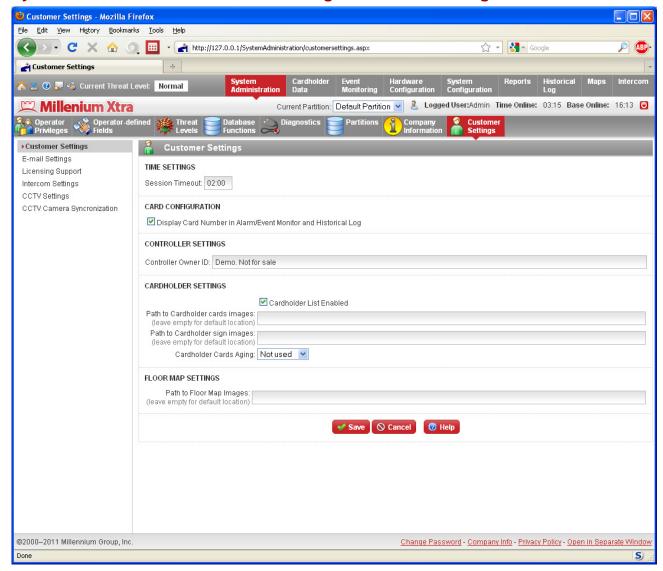
- Customer Settings
- E-mail Settings
- Licensing Support
- Intercom Settings
- CCTV Settings
- CCTV Camera Synchronization
- Onvif CCTV Cameras

Choose the required settings group from the Left-side Menu.



# **Customer Settings**

# **System Administration - Customer Settings - Customer Settings**



**Customer settings** allow Millenium Xtra Operator to set up Timeout settings for WEB server session, set up displaying of the Card Number in Alarm/Event Monitor and Historical Log, as well as to setup various Cardholder settings and Floor Map settings.

#### **Time Settings**

Session Timeout: Session timeout must be between 10 minutes and 12 hours

#### **Card Configuration**

Display Card Number in Alarm/Event Monitor and Historical Log – check this checkbox if necessary.

## **Cardholder Settings**

Cardholder List Enabled - check this checkbox if necessary.

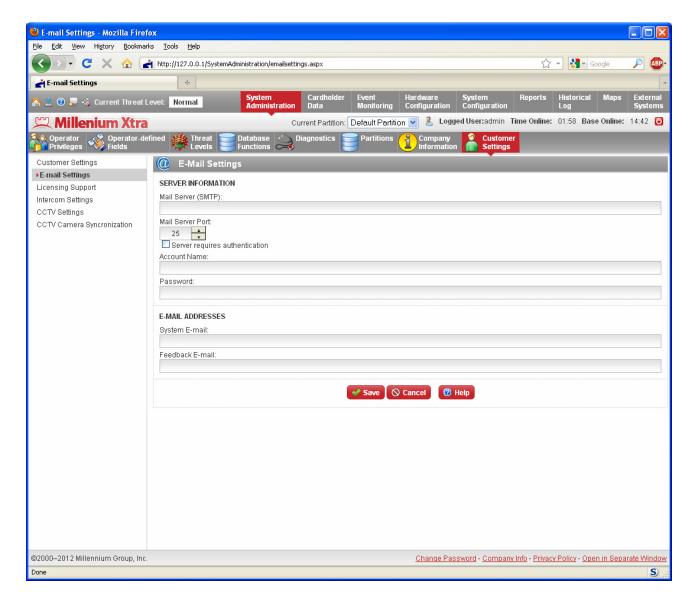
Path to Cardholder cards images: (Input the path here. Leave it empty for default location)
Path to Cardholder sign images: (Input the path here. Leave empty for default location)
Cardholder Cards Aging: (Select the desired value – Not Used, or 1 - 23 Months)

## Floor Map Settings

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Path to Floor Map Images: (leave empty for default location)

# System Administration - Customer Settings - E-mail Settings



## **Server Information**

Mail Server (SMTP): - Input your Mail Server address here.

Mail Server Port: - Input your Mail Server port number here.

Mail Server Port could not be empty. Mail Server Port could not be typed with errors.

Server requires authentication - check this checkbox if necessary

Account Name: - Input the E-mail account here

Password: - Input the password here

## **E-mail Addresses**

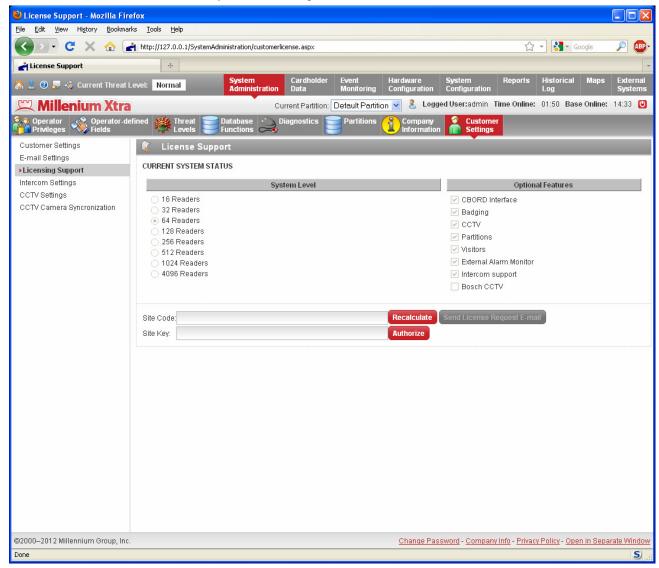
 $\label{eq:System E-mail: - Input the System E-mail here.}$ 

Feedback E-mail: - Input the Feedback E-mail here.

If one of the E-mail addresses will be typed with error(-s), your settings could not be saved. The operator will obtain Error message like "the System E-mail is wrong." or "Feedback E-mail is wrong."

# **System Administration - Customer Settings - License Support**

This screen indicates the Current System Licensing Status.



## Available fields and controls:

System Level:

32 Readers 1000 Cardholders

64 Readers 2000 Cardholders

128 Readers 5000 Cardholders

256 Readers 10000 Cardholders

512 Readers 20000 Cardholders

1024 Readers 50000 Cardholders

4096 Readers 100000 Cardholders

System Level depends on your license.

**Optional Features** 

**CBORD Interface** 

Badging

**CCTV** 

**Partitions** 

Visitors

**External Alarm Monitor** 

Intercom support

The set of Optional Features also depends on your license.

Site Code: xxxx xxxx xxxx xxxx xx (site code is generated here)

Site Key: xxxx xxxx xxxx xxxx xxxx xxxx xxx (authorization key should be typed in here)

When you open this page for the first time, press Recalculate Recalculate button.

Site Code will be recalculated for you. Then press Send License Request E-mail button (Send License Request E-mail). After obtaining the Authorization Code from yor supplier,

input this code into the Site Key field. Press Authorize button.

License can be transferred, imported and exported if necessary. The process of license transfer is simple. Press Begin Transfer (Begin Transfer) button to start transfer of your license to another PC. Pressing of Begin Transfer (Begin Transfer) button will only display the path to License files folder. Special license transfer file(s) will be created immediately after pressing of Transfer Export (Transfer Export) button. These file(-s) will be stored in License files folder:

#### C:\Program Files\MillenniumGroup\MillenniumXtra\WebSiteComponent\License

Save this file in a secure place, and completely uninstall your Millenium Xtra System.

Note, that yor current version of Millenium Xtra System becomes unoperational after Transfer Export (Transfer Export) procedure.

Install Millenium Xtra System to another PC and do Transfer Import (Transfer Import) to import your license. System will ask you the path for License files folder, if these files are not present in

C:\Program Files\MillenniumGroup\MillenniumXtra\WebSiteComponent\License

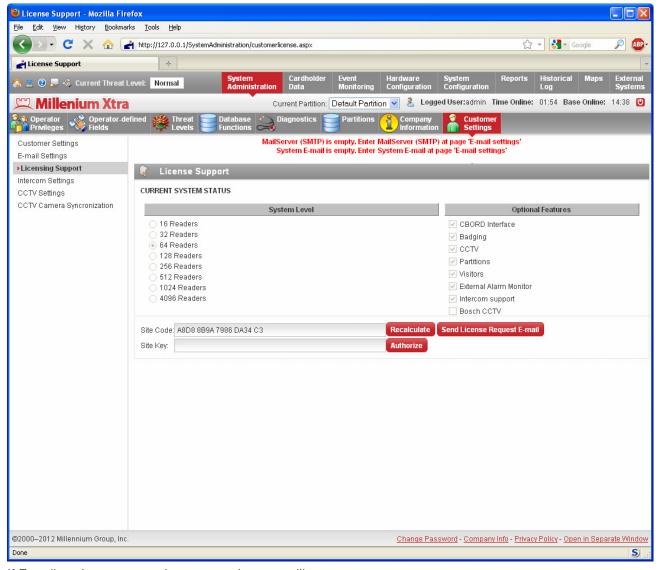
#### Notes.

If Company Full Name is empty (see Company Information section), please enter your company full name at page "Company Information".

If Synergistics Contact E-mail 1 is empty, please enter Synergistics Contact E-mail 1 at page "Company Information".

If MailServer (SMTP) is empty, please enter your MailServer (SMTP) at page "E-mail Settings".

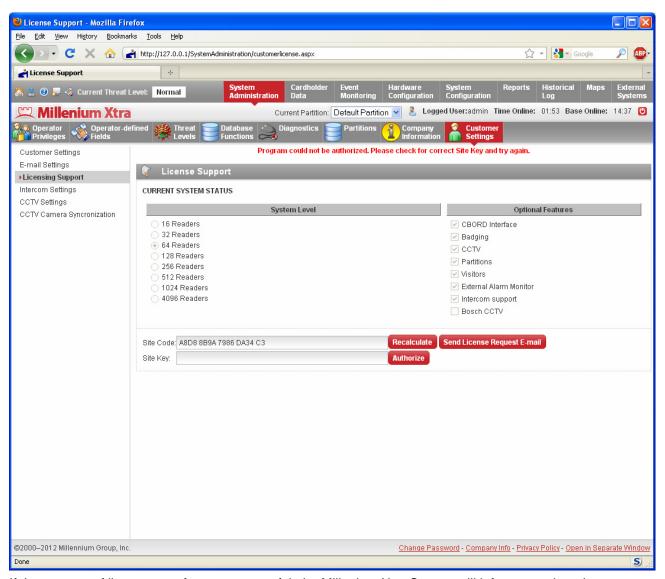
If System E-mail is empty, please enter your System E-mail at page "E-mail Settings".



If E-mail settings were not input correctly, error will occur:

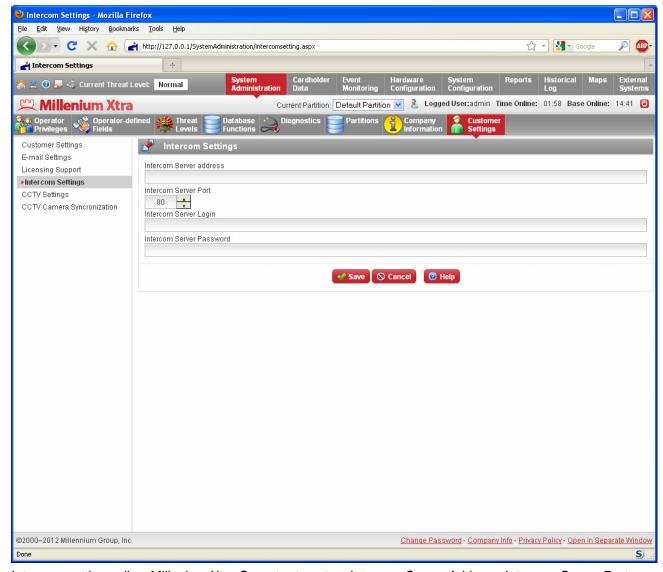
"License Request could not be sent. Please check your E-mail Settings."

So, please go to page "E-mail Settings" and fix your E-Mail settings:



If the process of license transfer was successful, the Millenium Xtra System will inform you about it.

# **System Administration - Customer Settings - Intercom Settings**



Intercom settings allow Millenium Xtra Operator to set up Intercom Server Address, Intercom Server Port Number, Intercom Server Login and Intercom Server Password.

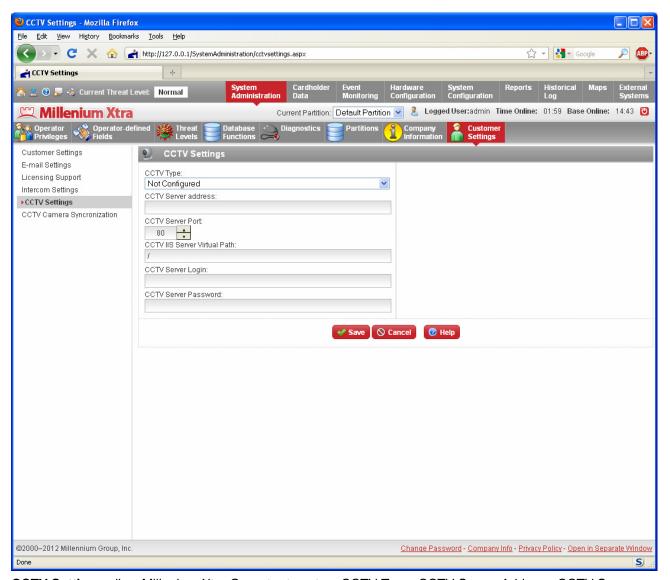
#### Available fields and controls:

Intercom Server address – field to assign Intercom Server Address
Intercom Server Port – field to assign Intercom Server Port Number
Intercom Server Login – field to assign Intercom Server Login
Intercom Server Password – field to assign Intercom Server Password

#### **Buttons:**

**Save** – press this button to save settings on this screen **Cancel** – press this button to cancel changes made on this screen

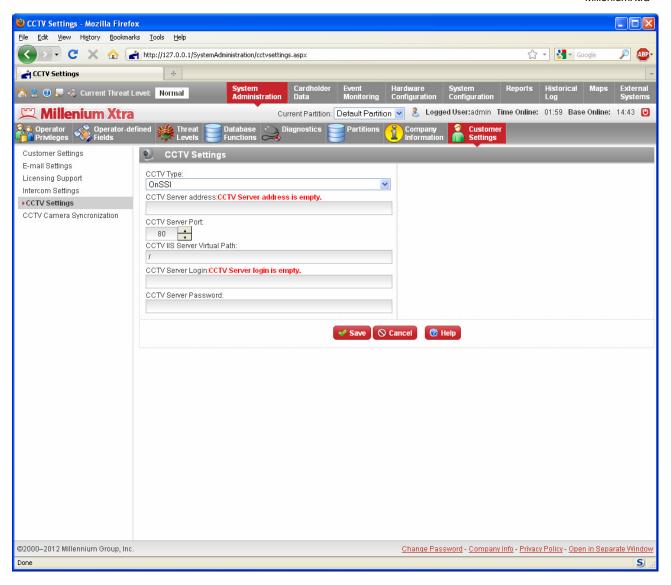
# **System Administration - Customer Settings - CCTV Settings**



**CCTV Settings** allow Millenium Xtra Operator to set up CCTV Type, CCTV Server Address, CCTV Server Port Number, CCTV IIS Server Virtual Path, CCTV Server Login, CCTV Server Password, as well as IP Configure SQL Server parameters for IP Configure CCTV type.

Set of available fields and controls depends on currently selected CCTV Type.

## a) CCTV Type = OnSSI



Available fields and controls:

**CCTV Type** – field to assign CCTV Type

**CCTV Server Address** – field to assign CCTV Server Address

CCTV Server Port Number – field to assign CCTV Server Port Number

CCTV IIS Server Virtual Path - field to assign CCTV IIS Server Virtual Path

**CCTV Server Login** – field to assign CCTV Server Login

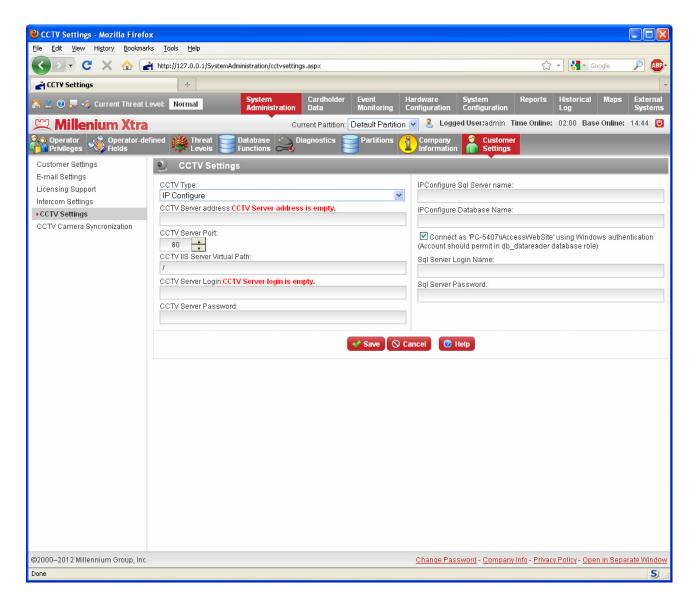
CCTV Server Password - field to assign CCTV Server Password

## Buttons:

Save – press this button to save settings on this screen

Cancel - press this button to cancel changes made on this screen

## b) CCTV Type = IP Configure



Available fields and controls:

**CCTV Type** – field to assign CCTV Type

**CCTV Server Address** – field to assign CCTV Server Address

**CCTV Server Port Number** – field to assign CCTV Server Port Number

CCTV IIS Server Virtual Path - field to assign CCTV IIS Server Virtual Path

**CCTV Server Login** – field to assign CCTV Server Login

CCTV Server Password - field to assign CCTV Server Password

Additional controls are available for this CCTV Type:

IP Configure SQL Server name – field to assign IP Configure SQL Server Name

IP Configure SQL Database Name - field to assign IP Configure SQL Database Name

Connect as 'computer\_name\iAccessWebSite' using Windows authentication

(Account should permit in db\_datareader database role) – checkbox to allow Windows authentication for *iAccessWebSite* user

**SQL Server Login Name** – field to assign SQL Server Login Name

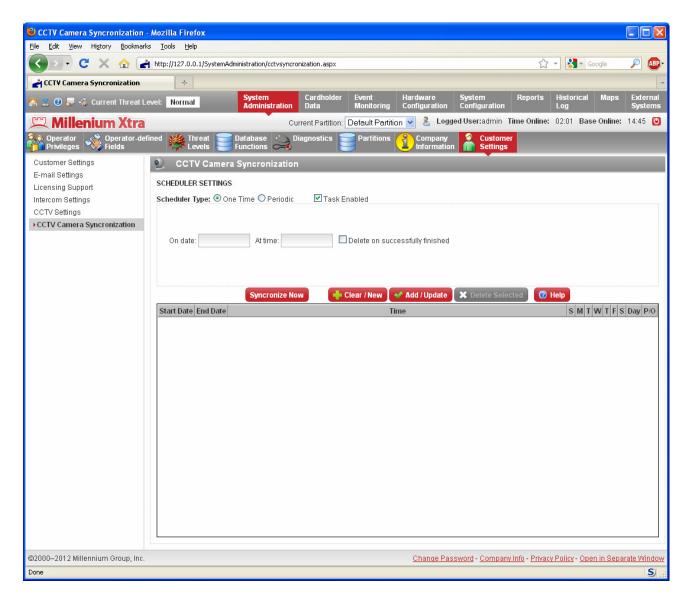
# **SQL Server Password** – field to assign SQL Server Password

Buttons:

**Save** – press this button to save settings on this screen

Cancel – press this button to cancel changes made on this screen

# System Administration - Customer Settings - CCTV Camera Sync Settings



Camera Synchronization Parameters for CCTV Camera may be tuned up here, as well as CCTV Camera may be synchronized immediately here.

Available fields and controls:

**SCHEDULER SETTINGS** – group of controls to assign necessary scheduler settings for CCTV Camera Synchronization

Scheduler Type – two Radio buttons to select type of scheduling (one-time or periodic)

Task enabled - checkbox to enable / disable current task

On Date – field to assign scheduled date (in mm/dd/yyyy format)

At time – field to assign scheduled time (in hh:mm:ss format)

**Delete on successfully finished** – checkbox to allow removal record from the **Synchronization Table** after successful scheduled task completion

Synchronization Table – table where all scheduled tasks are stored

## Buttons:

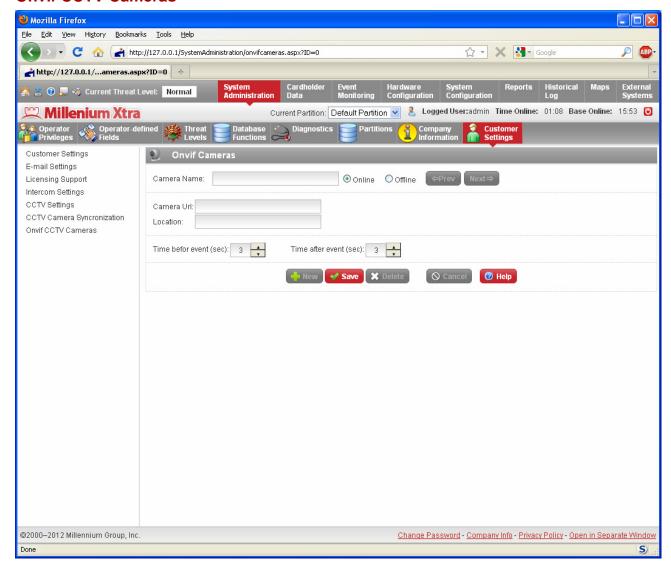
Synchronize Now – button to provide CCTV Camera synchronization immediately

**Clear / New –** button to add a new record into the **Synchronization Table**, as well as to clear currently displayed **Scheduler Settings** 

Add / Update – button to add currently displayed Scheduler Settings to the Synchronization Table or update the Synchronization Table with currently displayed Scheduler Settings

Delete Selected – button to remove currently selected record(-s) from the Synchronization Table

## **Onvif CCTV Cameras**



ONVIF CCTV Cameras Settings allow Millenium Xtra Operator to set up CCTV cameras which satisfy ONVIF Standards. ONVIF is committed to the adoption of IP in the security market. The ONVIF specification will ensure interoperability between products regardless of manufacturer.

Available fields and controls:

Camera Name – text field to input Camera Name (put ANY camera name here)

Camera Url – text field to input Camera Url (something like the text string given below: rtsp://10.0.1.42/onvif-media/media.amp)

**Location** – text field to input Camera Location (put ANY camera description here)

Time befor event (sec): - field to assign time before event (in seconds; 3 seconds by default)

Time after event (sec): - field to assign time after event (in seconds; 3 seconds by default)

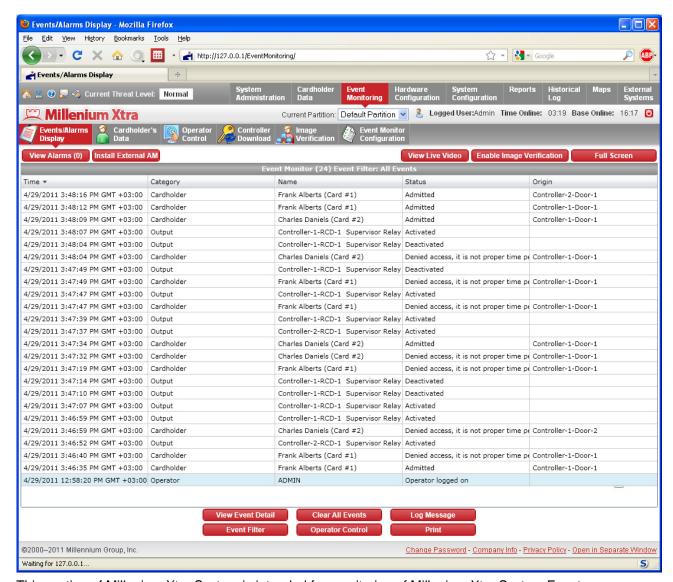
Online / Offline - two Radio buttons to switch current ONVIF camera ON or OFF

**Buttons:** 

82

- New button to add a new ONVIF Camera
- Save button to save current ONVIF Camera settings
- Delete button to remove currently selected ONVIF Camera record
- Cancel button to cancel (don't save) changes within currently selected ONVIF Camera record.

## **Event Monitoring**

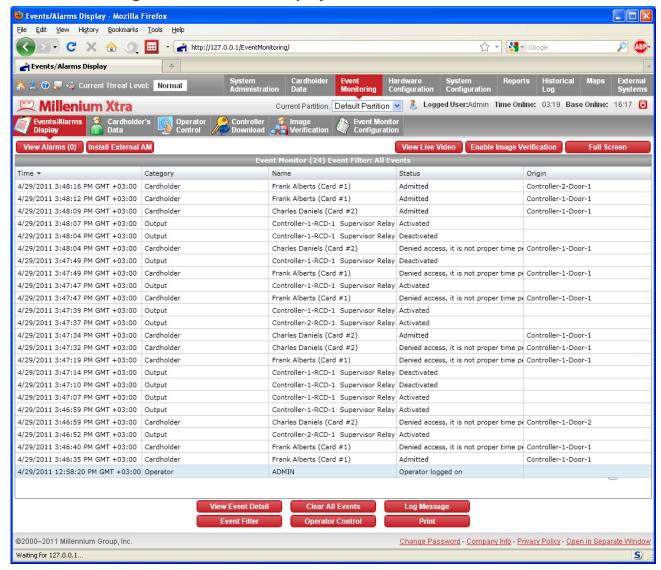


This section of Millenium Xtra System is intended for monitoring of Millenium Xtra System Events.

All the information about Millenium Xtra System Events is stored in five tabs: **Events/Alarms Display** tab, **Cardholder's Data** tab, **Operator Control** tab, **Controller Download** tab and **Image Verification** tab.

- Event Monitoring Events/Alarms Display
- · Event Monitoring Cardholder's Data
- Event Monitoring Operator Control
- Event Monitoring Controller Download
- Event Monitoring Image Verification

# **Event Monitoring - Events/Alarms Display**



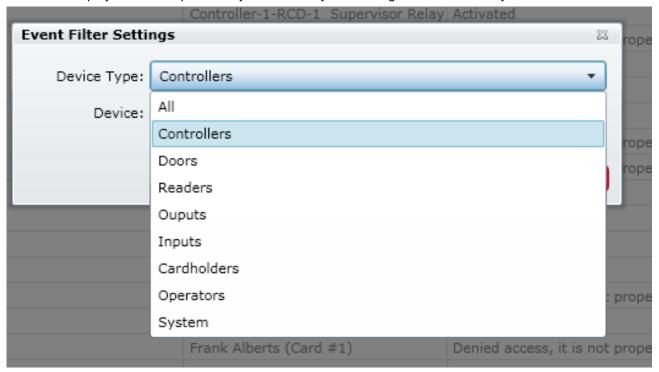
All the events are displayed here.

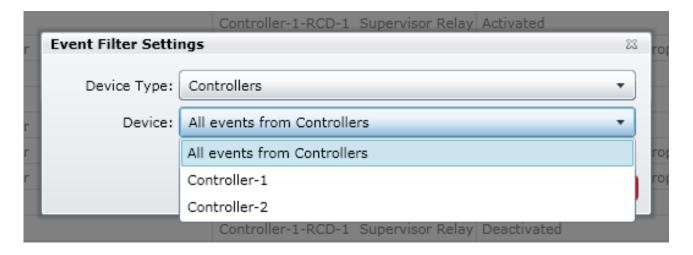
Events in the Millenium Xtra System are divided into following groups:

- All events (by default)
- Controllers events
- Doors events
- Readers events
- Ouputs events
- Inputs events
- Cardholders events
- Operators events
- System events

The individual groups may be choosen via Event Filters.

To simplify representation of devices and their corresponding events, the Event Filter button is used. The number of displayed items depends on your current system configuration and usually looks like this:





## Available fields:

- Time
- Category
- Name
- Status
- Origin

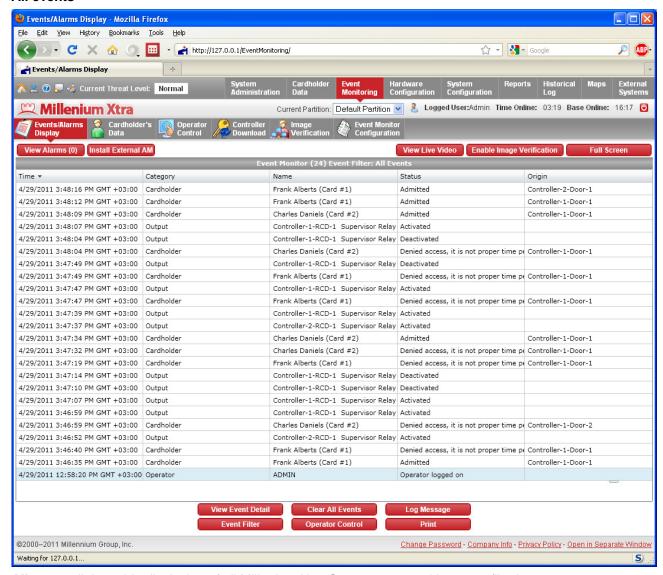
These are only display fields and their content could not be modified directly.

The user only has the ability to clear all events.

All of the displayed events may be sorted by Time, Category, Name, Status and Origin.

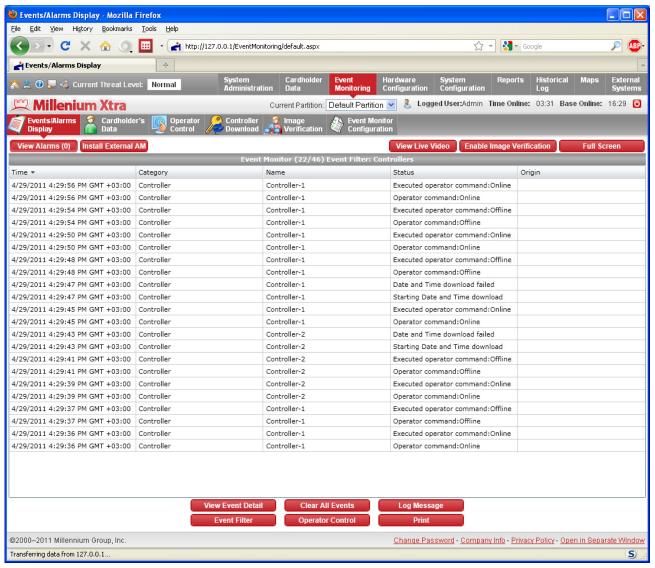
To sort events in ascending or descending order, just click on the corresponding column's header.

#### All events



All events link enable displaying of all Millenium Xtra System events without any filtering.

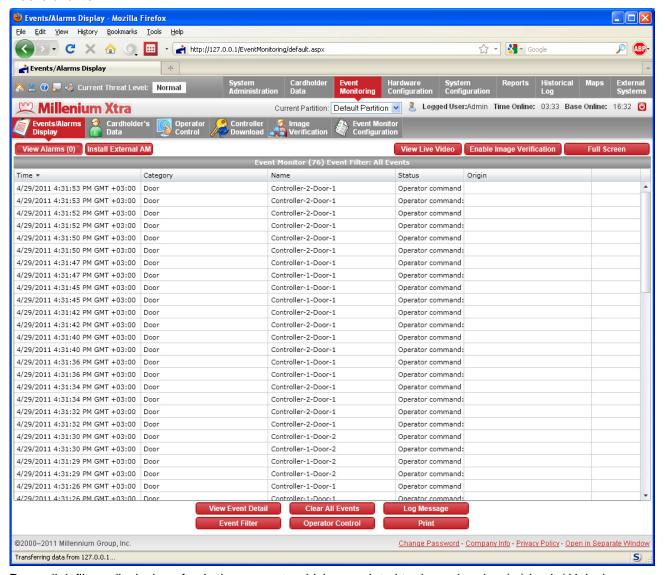
#### **Controllers events**



**Controllers** link filters displaying of only those events which are related to controller(-s), i.e. Controller(-s) Download events, changing of their status (Online / Offline), initiation of processes of controller(-s)/reader(-s)/door(-s)/elevator(-s)/input(-s)/output(-s) download, Reset commands sent to controller(-s) etc.

Category for all of these events is Controller only.

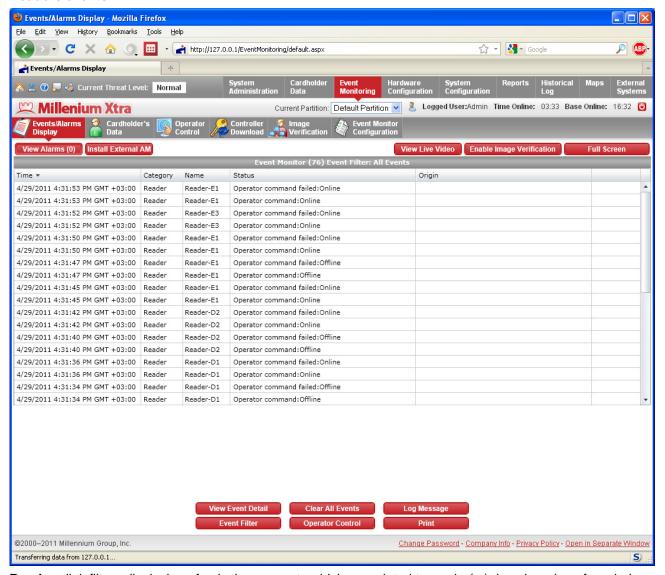
#### **Doors events**



**Doors** link filters displaying of only those events which are related to doors, i.e. door(-s) Lock / Unlock events, Momentary Unlock, Momentary Forgive APB etc.

Category for all of these events is **Door** only.

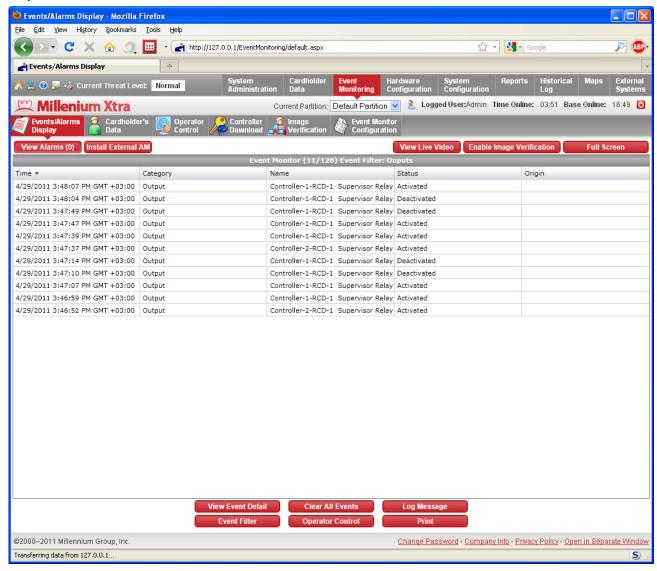
#### Readers events



**Readers** link filters displaying of only those events which are related to reader(-s), i.e. changing of reader's status (Online / Offline) etc.

Category for all of these events is Reader only.

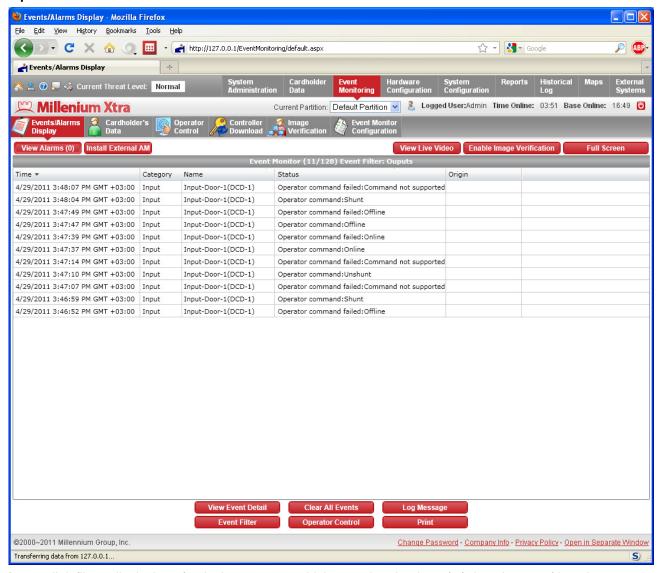
### **Ouputs events**



**Outputs** link filters displaying of only those events which are related to Output(-s), i.e. changing of output's status (Activated / Deactivated), Pulse Output etc.

Category for all of these events is Output only.

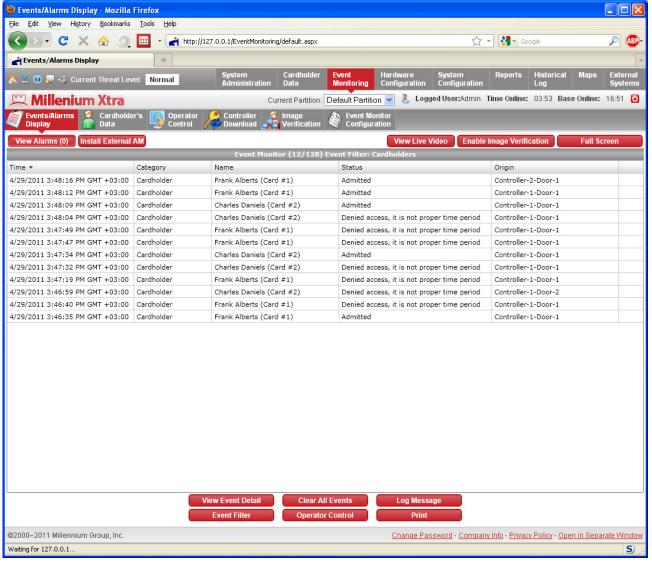
### Inputs events



**Inputs** link filters displaying of only those events which are related to Input(-s), i.e. change of input's status (Online / Offline), Input Shunted etc.

Category for all of these events is **Input** only.

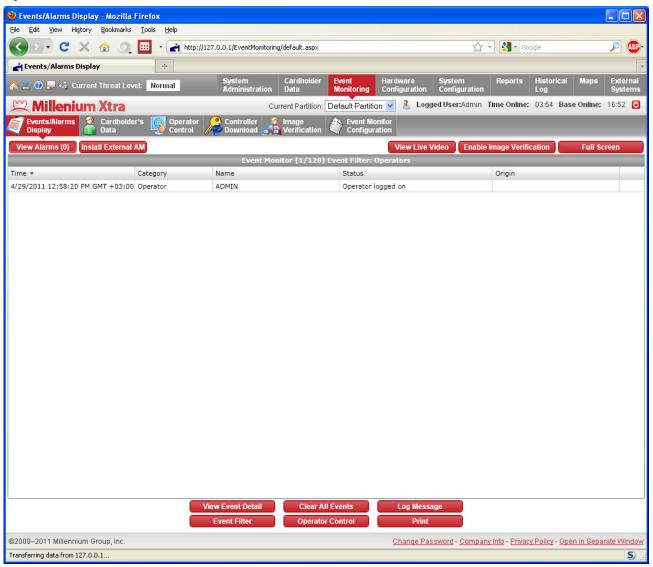
#### Cardholders events



**Cardholders** link filters displaying of only those events which are related to Cardholder(-s), i.e. admitted or denied access for different cardholder(-s) etc.

Category for all of these events is Cardholder only.

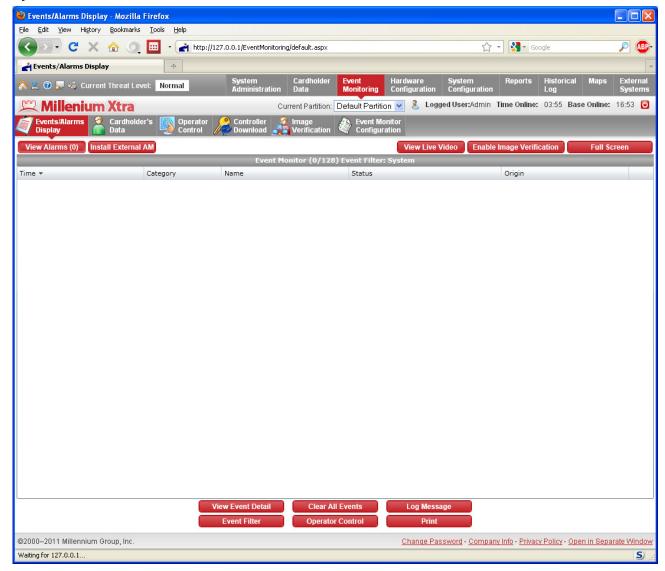
## **Operators events**



**Operators** link filters displaying of only those events which are related to Millenium Xtra System Operator(-s), i.e. their Logging In / Logging Out, Posting of comments by operator(-s), Changing of Threat Levels by Operator(-s) etc.

Category for all of these events is Operator only.

#### System events



**System** link filters displaying of only those inner events which are related to the Millenium Xtra System (scheduling, backing up etc.)

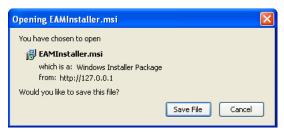
Category for all of these events is **System** only.

#### Available buttons.

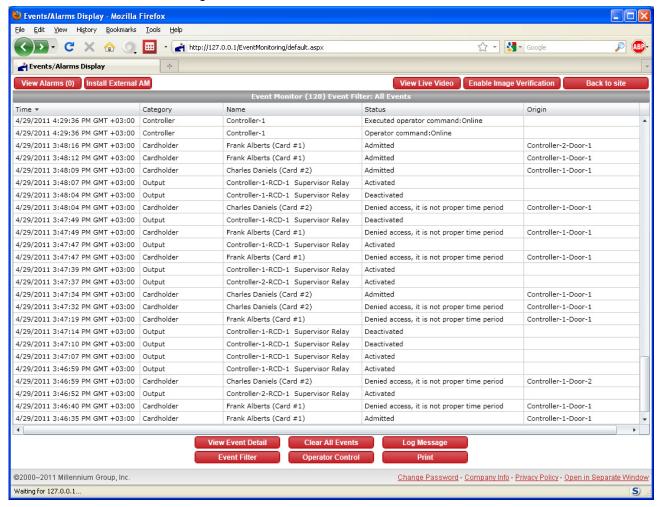
There are following buttons available for **Event Monitoring - Events/Alarms Display** screen:

At the top there are 5 buttons -

- View Alarms enable view alarm(-s) if there was/were any. Number of alarm(-s) is always displayed in brackets inside button's body.
- Install External AM enables to install an external alarm monitor for the Millenium Xtra System.



- View Live Video enables view live video via CCTV if it is installed.
- Enable Image Verification Image verification may be enabled or disabled.
- Full Screen enables viewing of events in the full screen mode:



To return to Normal View mode, press Back to site button (it is situated in the top-right corner).

At the bottom there are 5 buttons -

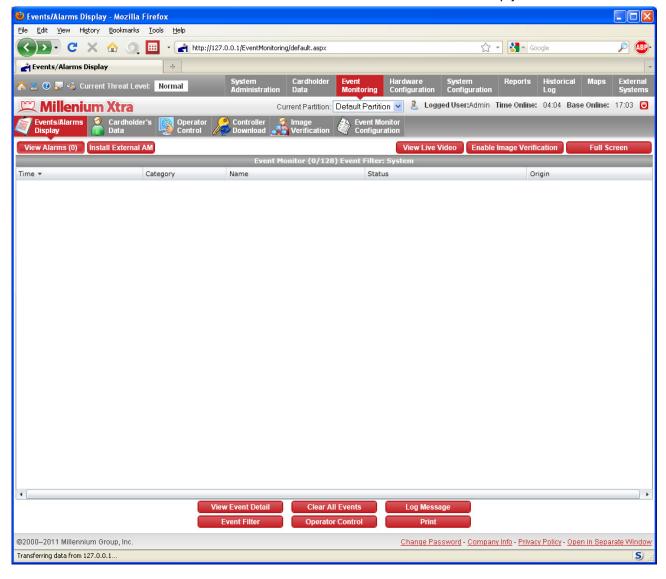
View Event Detail – to view current event's details. Current event may be selected with the help of
mouse click and this event is always highlighted. If no record is selected, error popup message will
appear:

Please select an event! - OK

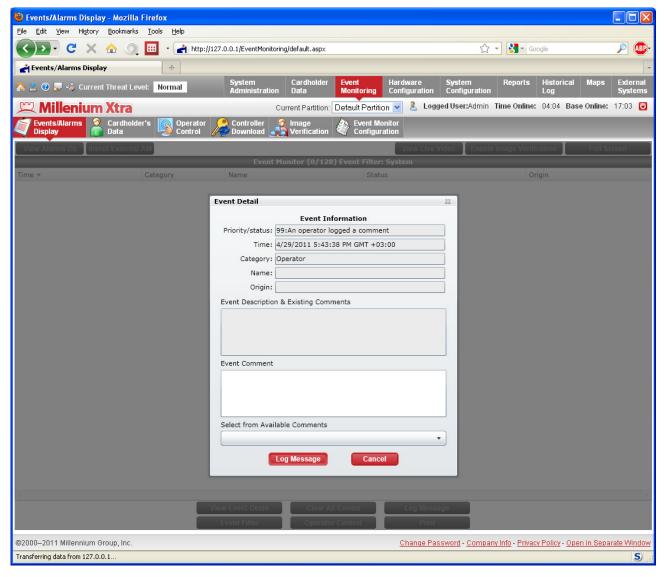


**Note.** You may also display any event detail(-s) by double-clicking on a required event item in the events table.

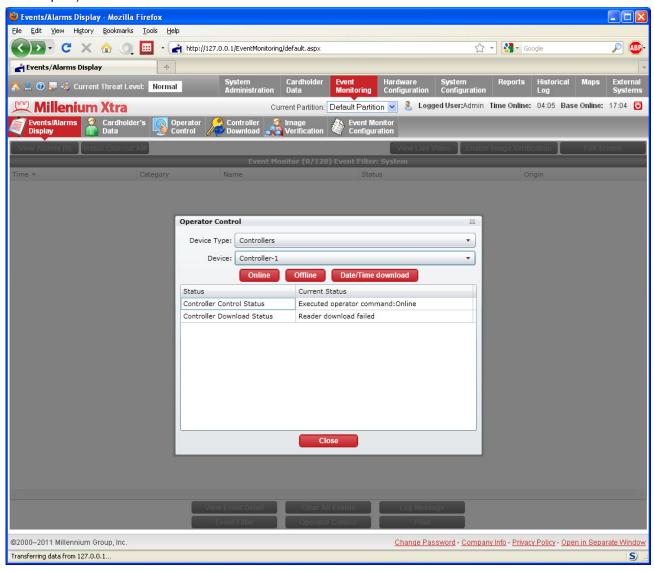
Clear All Events – clears all events without confirmation. The screen will be empty:



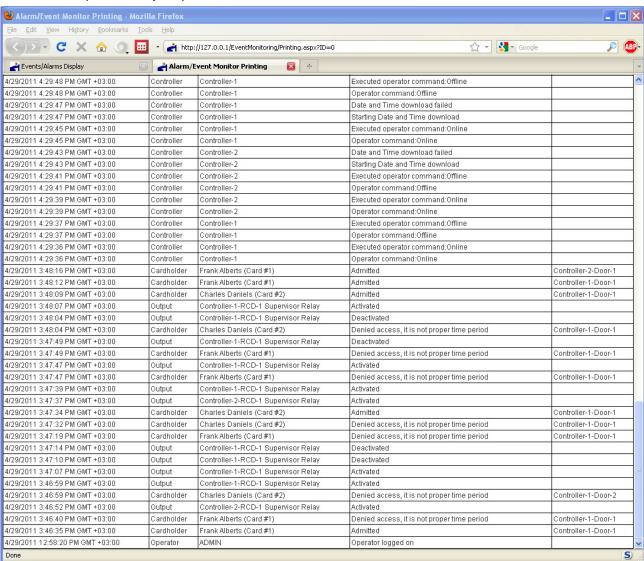
• Log Message – enables to log a message for an Operator. The Millenium Xtra Operator will obtain popup window, where he (she) could enter any necessary information into the **Event Comment** field:



Operator Control – for operator control under any of the system devices. Press this button, in the popup window select necessary type of device (among Controllers, Doors, Readers, Regions, Elevators, Inputs, Outputs, Door Groups). Then Select the necessary device by its name. Depending on what device has been selected, the Operator can change its status to Online, Offline (for Controllers and Readers); Normal, Lock, Unlock, Momentary, Forgive APB (for Doors and Door Groups); Set to Maximum Count / Reset Count (for Regions); None, Unlock, Lock, Remote Unlock (for Elevators); Online, Offline, Shunt, Clear Shunt (for Inputs); Activate, De-activate, Pulse (for Outputs). Press Close button when done:



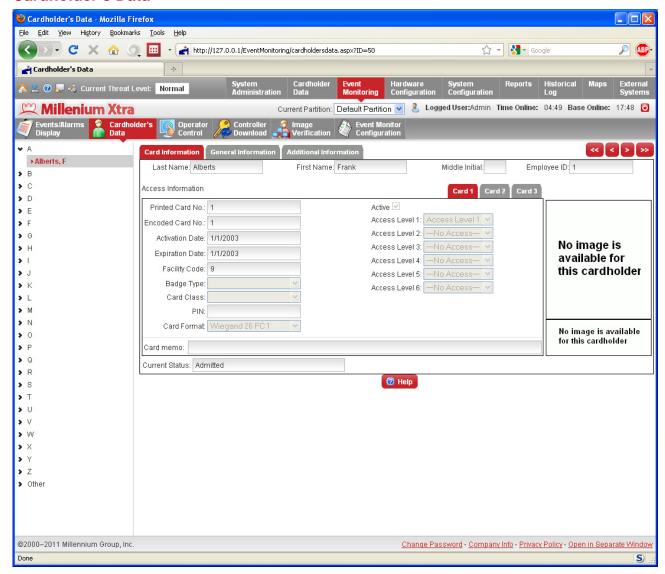
### • Print – for print-friendly output:



Choose the desired printer among available in your system and press OK button.

# **Event Monitoring - Cardholder's Data**

#### Cardholder's Data



This section of the Millenium Xtra System is intended **only for viewing** of Cardholder Data Records. To edit, add or delete Cardholder Data Records, use Cardholder Data item of the **Top Menu**.

All the information about Millenium Xtra System cardholders is stored in three tabs:

- Card Information tab
- General Information tab
- Additional Information tab.

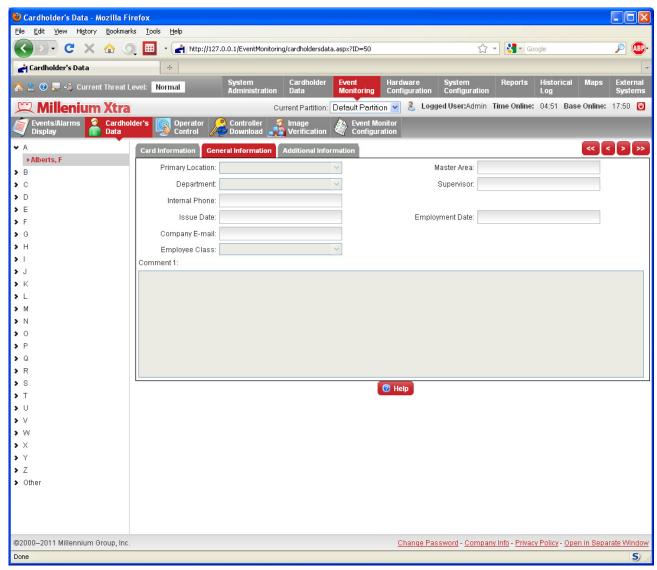
Select the desired Cardholder Name using the alphabetic tree in the left part of a screen.

Then use necessary tabs to view the selected Cardholder's information records.

These tabs are described below.

## **Event Monitoring - Cardholder's Data - General Information**

### **General Information Tab.**



### **Available Fields:**

Primary Location: field to view Primary Location for the current Cardholder.

**Department:** field to view Department for the current Cardholder.

Internal Phone: field to view Internal Phone for the current Cardholder.

Issue Date: field to view Issue Date for the current Cardholder.

Company E-mail: field to view Company E-mail address for the current Cardholder.

**Employee Class:** field to view Employee Class for the current Cardholder.

Master Area: field to view Master Area for the current Cardholder.

**Supervisor:** field to view Supervisor name for the current Cardholder.

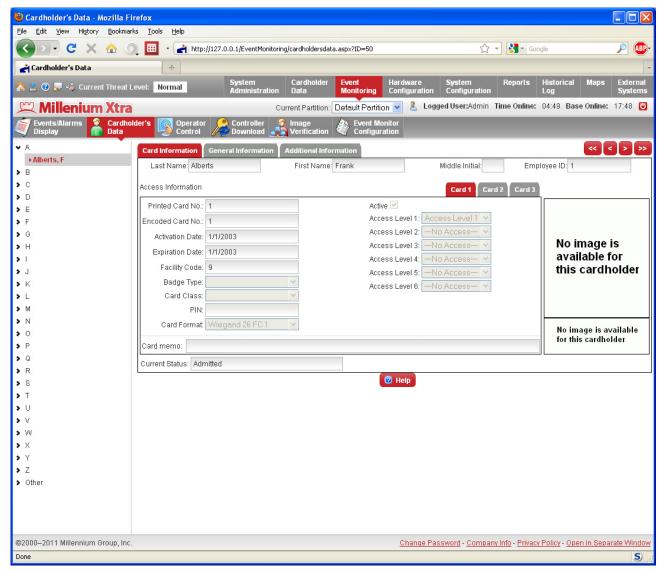
**Employment Date:** field to view Employment Date for the current Cardholder.

Comment 1: field to view any general comments (Comment 1) for the current Cardholder.

<< > >> buttons allow navigation (First Cardholder, Previous Cardholder, Next Cardholder, Last Cardholder) through available cardholder records.

## **Event Monitoring - Cardholder's Data - Card Information**

### **Card Information Tab**



### **Available Fields:**

Last Name: - field to view Last Name for the selected Cardholder.

First Name: - field to view First Name for the selected Cardholder.

Middle Initial: - field to view Middle Name initial(-s) for the selected Cardholder.

Employee ID: - field to view Employee ID for the selected Cardholder.

**Access Information Group:** - group of fields which displays Access Information for the current Card of the selected Cardholder.

Access Information Group is related only to current Card. Cards can be selected among available in Millenium Xtra System (see Card1, Card2, Card3 tabs).

Access Information Group consists of the following fields:

**Printed Card No.:** field to view Printed Card No. for the current Card. **Encoded Card No.:** field to view Encoded Card No. for the current Card.

Activation Date: field to view Activation Date for the current Card.

Expiration Date: field to view Expiration Date for the current Card.

Facility Code: field to view Facility Code for the current Card.

Badge Type: field to view Badge Type for the current Card.

Card Class: field to view Card Class for the current Card.

PIN: field to view PIN for the current Card.

Card Format: field to view Card Format for the current Card.

**Active** - checkbox to view activity or inactivity of the current Card.

Access Level 1: - Combo box to view Access Level 1 for the current Card.

Access Level 2: - Combo box to view Access Level 2 for the current Card.

Access Level 3: - Combo box to view Access Level 3 for the current Card.

Access Level 4: - Combo box to view Access Level 4 for the current Card.

Access Level 5: - Combo box to view Access Level 5 for the current Card.

Access Level 6: - Combo box to view Access Level 6 for the current Card.

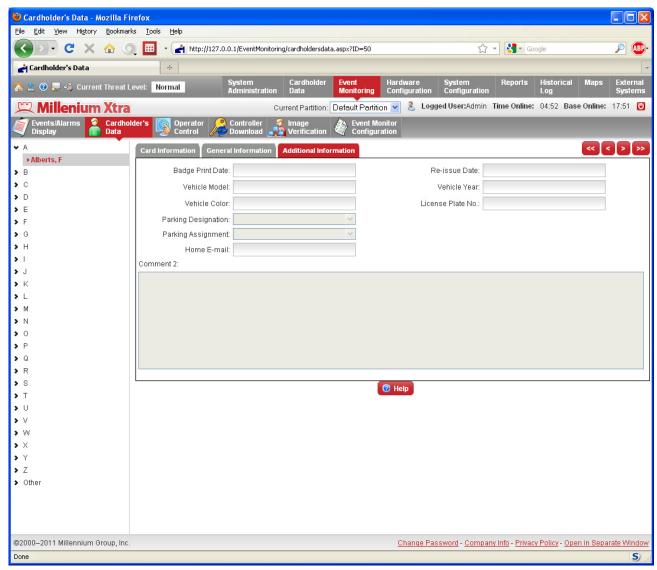
**Card memo:** - field to view any memos for the current Card of the current Cardholder.

Current Status: - field to view Current Status for the current Card of the current Cardholder.

<< > >> buttons allow navigation (First Cardholder, Previous Cardholder, Next Cardholder, Last Cardholder) through available cardholder records.

# **Event Monitoring - Cardholder's Data - Additional Information**

### **Additional Information Tab.**



### **Available Fields:**

Badge Print Date: field to view Badge Print Date for the current Cardholder.

Re-issue Date: field to view Re-issue Date for the current Cardholder.

Vehicle Model: field to view Vehicle Model for the current Cardholder.

Vehicle Year: field to view Vehicle Year for the current Cardholder.

**Parking Designation:** field to view Parking Designation for the current Cardholder.

Parking Assignment: field to view Parking Assignment for the current Cardholder.

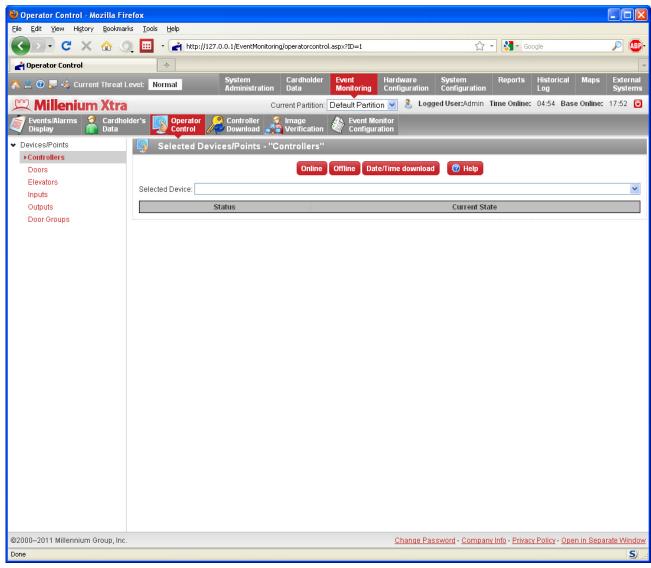
**License Plate No.:** field to view License Plate No. for the current Cardholder.

**Home E-mail:** field to view Home E-mail address for the current Cardholder.

Comment 2: field to view any additional comments (Comment 2) for the current Cardholder.

<< > >> buttons allow navigation (First Cardholder, Previous Cardholder, Next Cardholder, Last Cardholder) through available cardholder records.

## **Event Monitoring - Operator Control**



Operator Control section is intended for manual operator control under any of the system devices. Select Operator Control tab. Tree in the left part of the Millenium Xtra System screen will display available Devices/Points of your system:

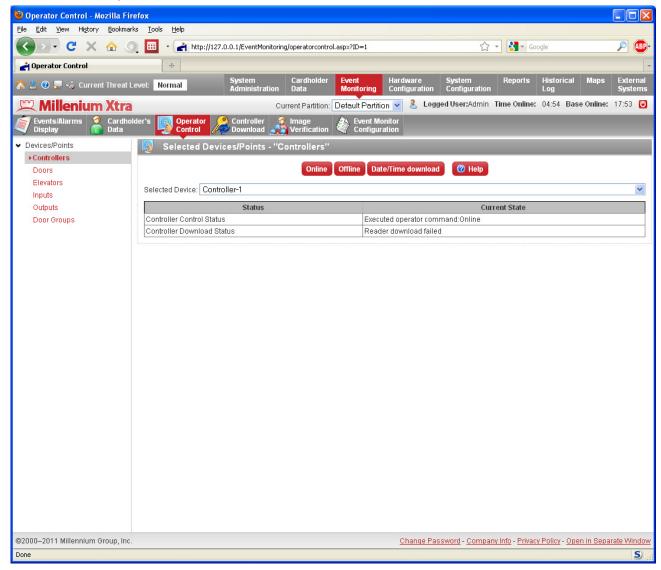
- Controllers
- Doors
- Elevators
- Inputs
- Outputs
- Door Groups

Select necessary devices/points group inside the tree.

Then select the necessary device by its name. Depending on what type of device/point has been selected, the Operator can change its status to Online, Offline (for Controllers and Readers); Normal, Lock, Unlock, Momentary, Forgive APB (for Doors and Door Groups); Set to Maximum Count / Reset Count (for Regions); None, Unlock, Lock, Remote Unlock (for Elevators); Online, Offline, Shunt, Clear Shunt (for Inputs);

Activate, De-activate, Pulse (for Outputs). Available controls and buttons are described below for every devices/points group.

### **Controllers Group**



This group of devices/points includes all available DCD controllers.

Available controls:

• Selected Device Combo box (controller can be selected here by its name)

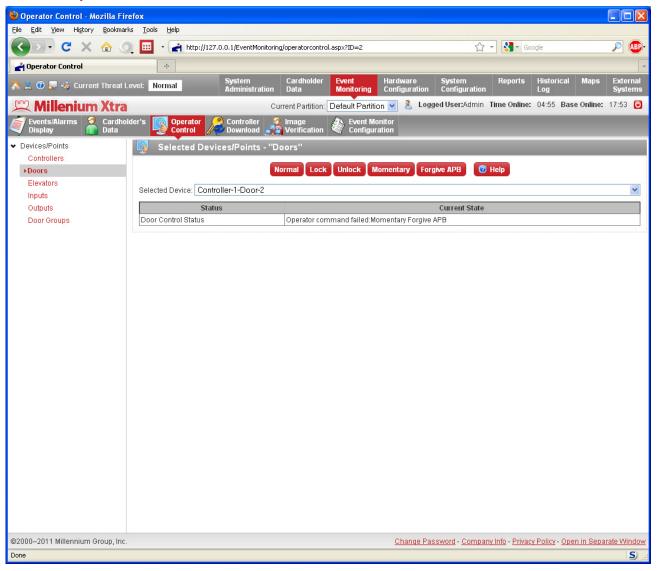
Available buttons:

- Online
- Offline

Select the desired device using Combo box control.

Press Online or Offline button to manually change its status.

### **Doors Group**



This group of devices/points includes all available doors.

Available controls:

• Selected Device Combo box (door can be selected here by its name)

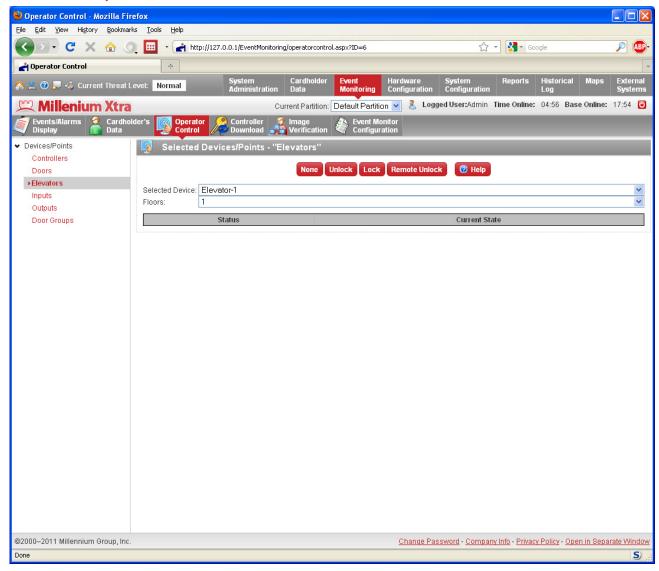
Available buttons:

- Normal
- Lock
- Unlock
- Momentary (for momentary unlock)
- Forgive APB

Select the desired door using Combo box control.

Press any of these 5 buttons to manually initiate the desired event.

### **Elevators Group**



This group of devices/points includes all available elevators.

Available controls:

- Selected Device Combo box (elevator can be selected here by its name)
- Floors Combo box (necessary floor can be selected here by its name)

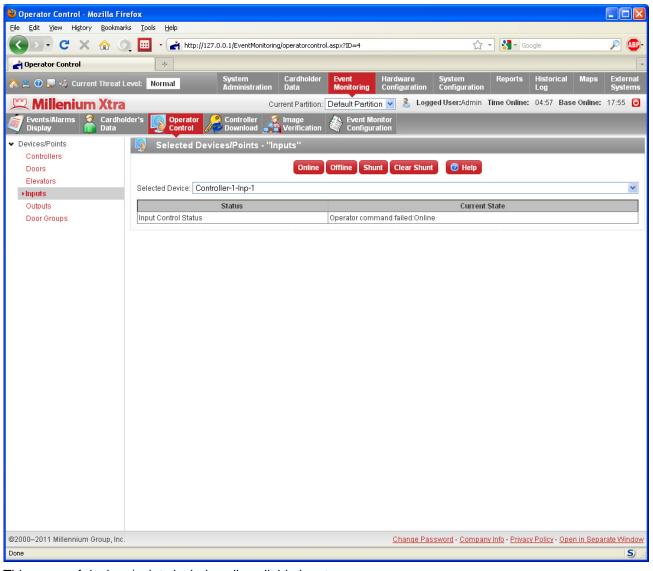
Available buttons:

- None
- Unlock
- Lock
- Remote Unlock (for remote unlock)

Select the desired elevator using corresponding Combo box control. Select the desired floor using corresponding Combo box control.

Press any of these 4 buttons to manually initiate the desired event.

## **Inputs Group**



This group of devices/points includes all available inputs.

Available controls:

• Selected Device Combo box (input device can be selected here by its name)

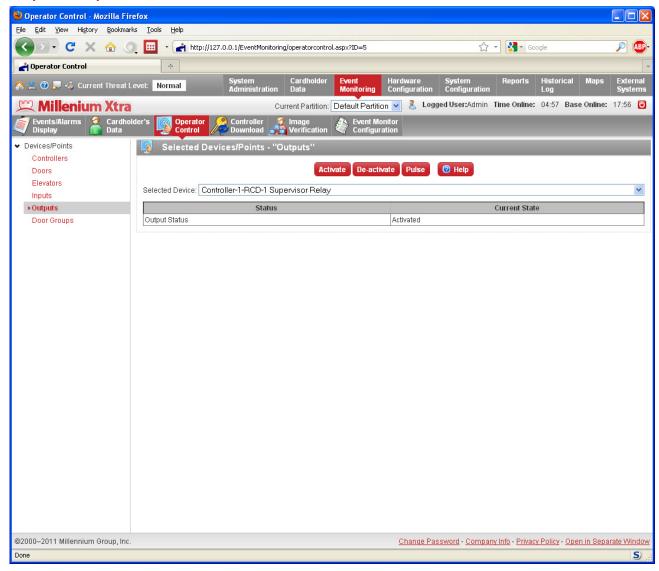
Available buttons:

- Online
- Offline
- Shunt
- Clear Shunt

Select the desired input device using corresponding Combo box control.

Press any of these 4 buttons to manually initiate the desired event.

### **Outputs Group**



This group of devices/points includes all available outputs.

Available controls:

• Selected Device Combo box (output device can be selected here by its name)

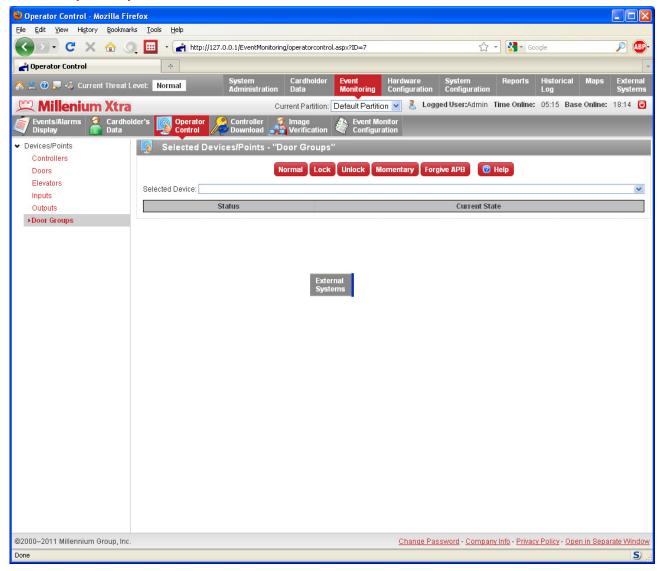
Available buttons:

- Activate
- Deactivate
- Pulse

Select the desired input device using corresponding Combo box control.

Press any of these 3 buttons to manually initiate the desired event.

### **Door Groups Group**



This group of devices includes all available door groops.

Available controls:

• Selected Device Combo box (door group can be selected here by its name)

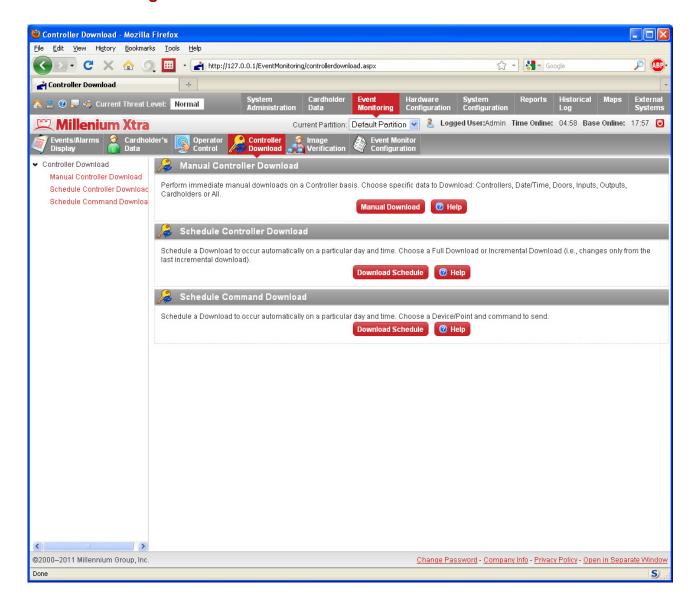
Available buttons:

- Normal
- Lock
- Unlock
- Momentary (for momentary unlock)
- Forgive APB

Select the desired door group using Combo box control.

Press any of these 5 buttons to manually initiate the desired event.

# **Event Monitoring - Controller Download**



This section enables the Millenium Xtra Operator to provide:

- Manual Controller Download
- Schedule Controller Download
- Schedule Command Download

Each task can be selected from the tree in the left part of the Millenium Xtra System screen or by pressing the corresponding button (Manual Download, Download Schedule, Download Schedule).

These three operations are described below.

# **Event Monitoring - Image Verification**

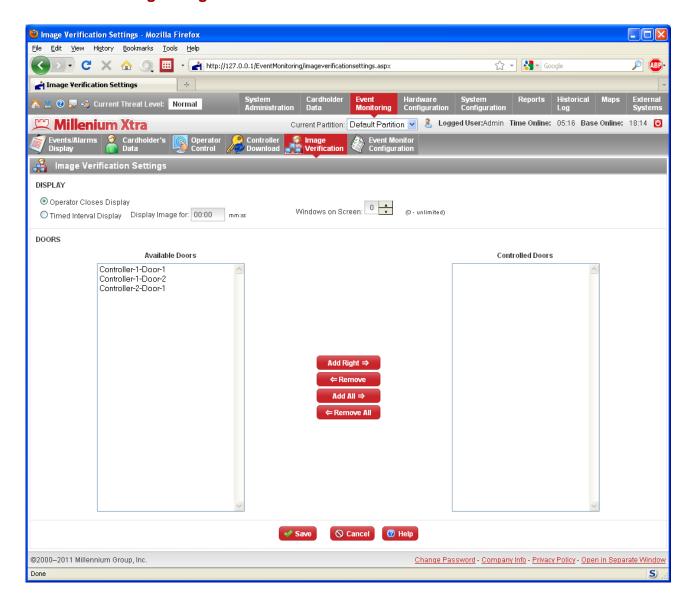


Image verificaion settings can be provided for controlled doors.

Available controls:

Display Group:

Radio buttons -

- Operator Closes Display
- Timed Interval Display

Display Image for: field (format - mm:ss)

Time is invalid error will occur if time format is incorrect.

Windows on Screen: field (0 - unlimited)

Windows on Screen is empty error will occur if this field is empty.

Doors Group:

- Available Doors window (on the left)
- Controlled Doors window (on the right)

### Available buttons:

- Add Right =>
- <= Remove</p>
- Add All =>
- <= Remove All</p>
- Save
- Cancel

Input display settings for Image verification.

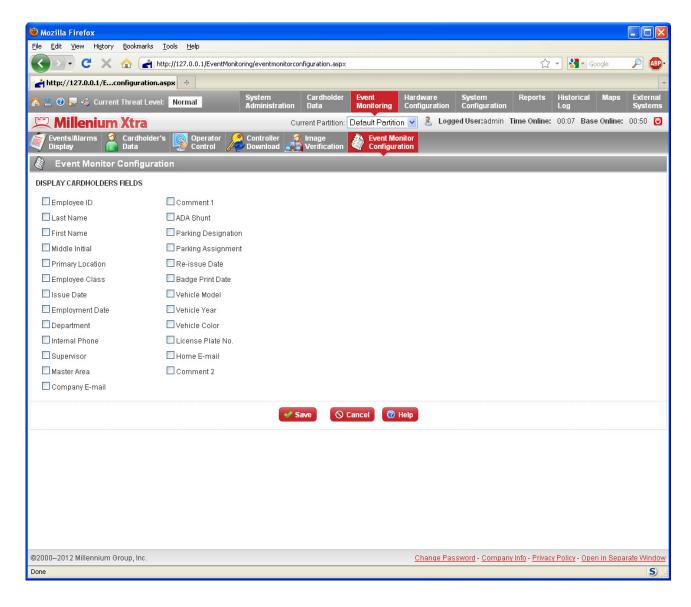
Move necessary doors from Available (left window) to Controlled (right window).

Use buttons Add Right, Remove, Add All or Remove All to move doors between windows.

Press **Save** button when all image verificaion settings will be established.

Press Cancel button to cancel your input.

# **Event Monitoring - Event Monitor Configuration**



There are some fields which can be added or removed while event monitoring is displayed.

- Employee ID
- Last Name
- First Name
- Middle Initial
- Primary Location
- Employee Class
- Issue Date
- Employment Date
- Department
- Internal Phone

- Supervisor
- Master Area
- Company E-mail
- Comment 1
- ADA Shunt
- Parking Designation
- Parking Assignment
- Re-issue Date
- Badge Print Date
- Vehicle Model
- Vehicle Year
- Vehicle Color
- License Plate No.
- Home E-mail
- Comment 2

To add necessary field, just check it. To remove any field, just uncheck it.

### Available buttons:

- Save
- Cancel

Check or uncheck necessary checkboxes for corresponding data fields.

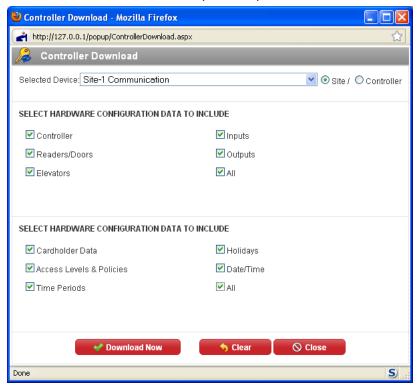
Press Save button when all display settings will be established.

Press Cancel button to cancel your input.

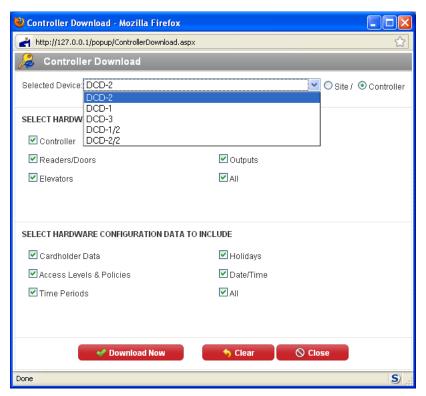
## **Controller Download**

# **Event Monitoring - Manual Controller Download**

Performs immediate manual downloads on a Controller basis. Choose specific data to Download: Controllers, Date/Time, Doors, Inputs, Outputs, Cardholders or All:



or (for Controllers)



Select necessary device for the required Site or Controller.

Check necessary checkboxes.

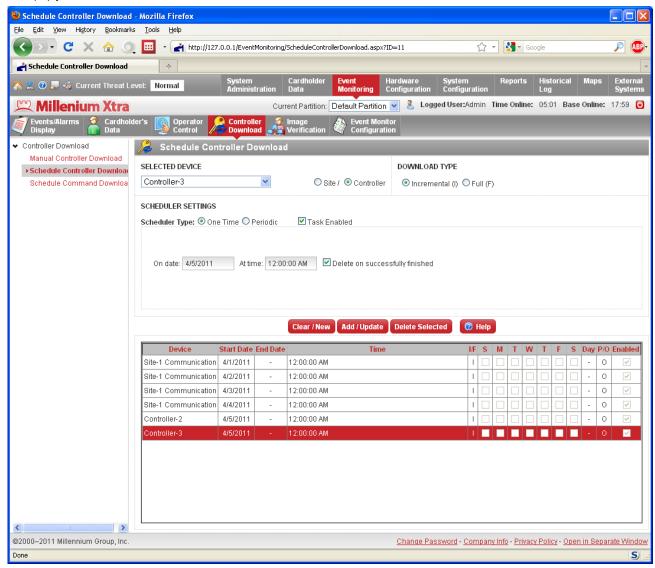
Checked checkboxes may be unchecked using Clear button.

Press **Download Now** button to perform download process.

Press **Close** button to close this window without performing any operations.

# **Event Monitoring - Schedule Controller Download**

Schedules a Download process to be occured automatically on a particular day and time. Choose a Full Download or Incremental Download (i.e., changes only from the last incremental download). For One Time task(-s) your screen will look like this:



Available controls:

Selected Device

**Device selection** Combo box

Site / Controller Radio buttons

Download Type

Incremental / Full Radio buttons

Scheduler Settings

Scheduler Type Radio button

One Time / Periodic

Task Enabed checkbox

On Date (with Calendar popup), At Time fields

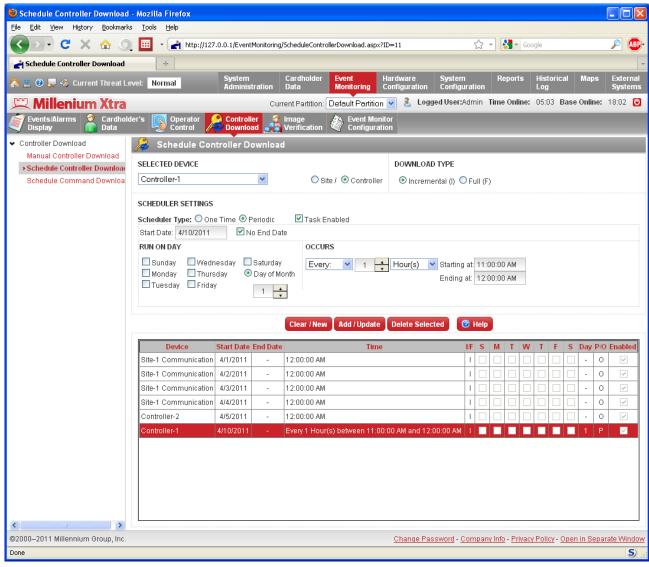
### Delete on successfully finished checkbox

Available buttons:

- Clear / New
- Add / Update
- Delete Selected

Selected record in a scheduler table is always highlighted with Red color.

To add a new task in a scheduler table, press **Clear / New** button. Then select **Device**, **Device Type**, **Download Type** and enter necessary **Scheduler Settings** using above mentioned controls. Then press **Add / Update** button. Note that checkbox **Task Enabed** should be checked if the task is enabled. For Periodic task(-s) your screen should look like this (**Run On Day** and **Occurs** groups of controls will appear):



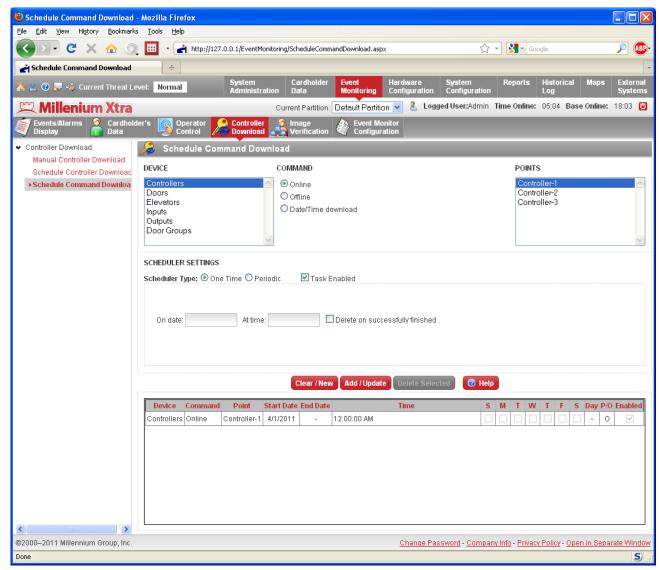
Any record in the scheduler table can be updated at any time. To update the selected record, select the necessary string (clicking on it), change settings as required and press **Add / Update** button. To delete the selected record, select the necessary string (clicking on it) and press **Delete Selected** button.

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# **Event Monitoring - Schedule Command Download**

Schedules a Download process to be occured automatically on a particular day and time. Choose a Device/Point and command to send. There are eight different screens for eight different device types (Controllers, Doors, Readers, Regions, Elevators, Inputs, Outputs, Door Groups). Controls for these screens are described below. All the screens below represent only One Time Scheduler Settings (Periodic Scheduler Settings are almost the similar).

#### For Controllers:



Available commands are:

- Online
- Offline

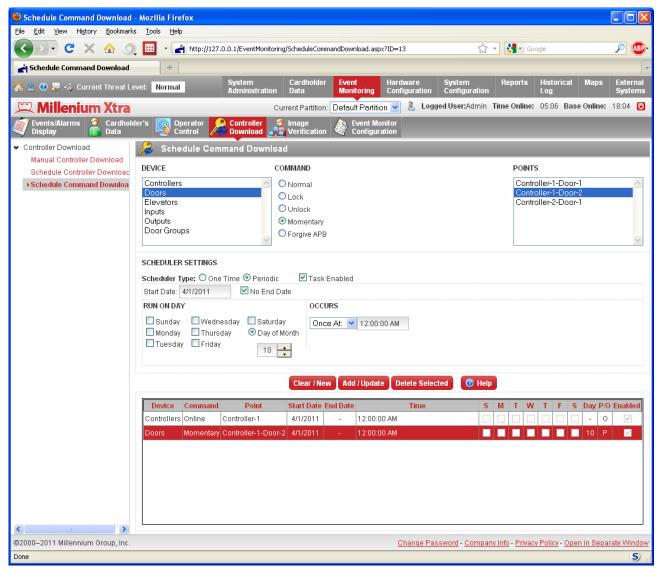
Press Clear / New button.

Select the device, choose the command, select necessary point, enter scheduler settings and press **Add / Update** button.

Incorrect records in the scheduler table can be selected (by clicking on them), edited and then saved by pressing **Add / Update** button.

Unnecessary records in the scheduler table can be selected (by clicking on them) and then removed by pressing **Delete Selected** button.

### For Doors:



Available commands are:

- Normal
- Lock
- Unlock
- Momentary (Unlock)
- Forgive APB

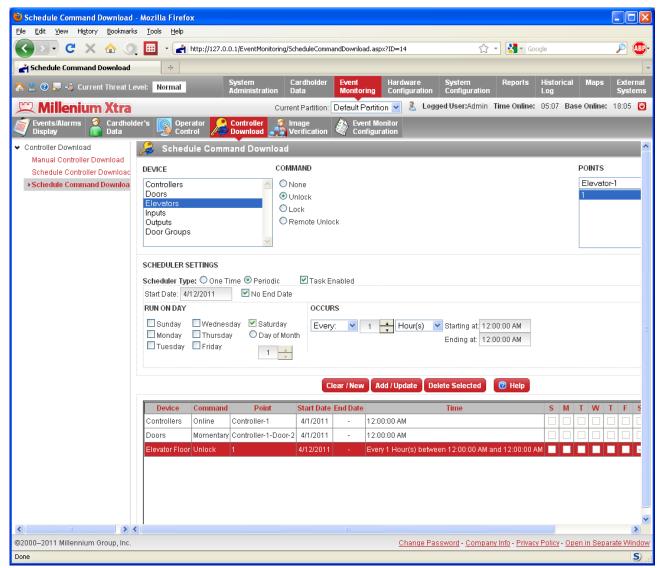
Press Clear / New button.

Select the device, choose the command, select necessary point, enter scheduler settings and press **Add / Update** button.

Incorrect records in the scheduler table can be selected (by clicking on them), edited and then saved by pressing **Add / Update** button.

Unnecessary records in the scheduler table can be selected (by clicking on them) and then removed by pressing **Delete Selected** button.

#### For Elevators:



Available commands are:

- None
- Unlock
- Lock
- Remote Unlock

Not only Elevator name, but also the Floor should be selected for the selected point.

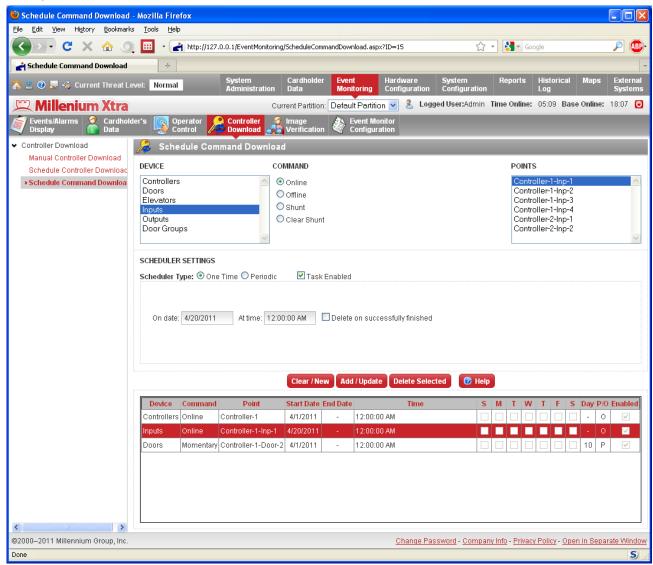
Press Clear / New button.

Select the device, choose the command, select necessary point, enter scheduler settings and press **Add / Update** button.

Incorrect records in the scheduler table can be selected (by clicking on them), edited and then saved by pressing **Add / Update** button.

Unnecessary records in the scheduler table can be selected (by clicking on them) and then removed by pressing **Delete Selected** button.

### For Inputs:



Available commands are:

- Online
- Offline
- Shunt
- Clear Shunt

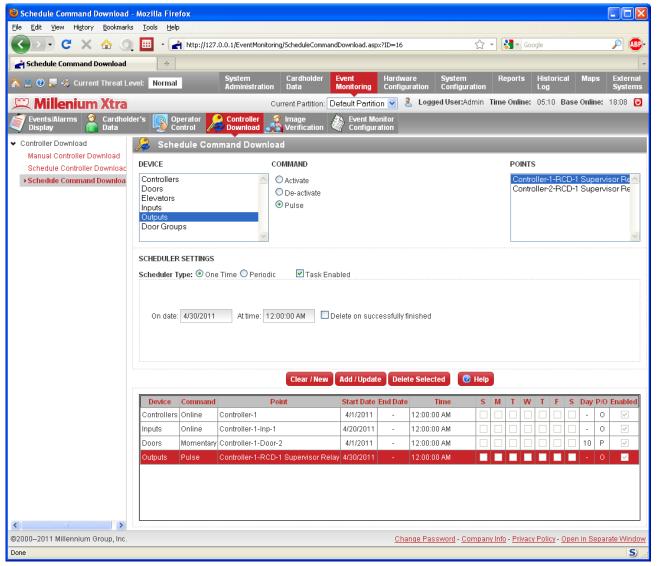
Press Clear / New button.

Select the device, choose the command, select necessary point, enter scheduler settings and press **Add / Update** button.

Incorrect records in the scheduler table can be selected (by clicking on them), edited and then saved by pressing **Add / Update** button.

Unnecessary records in the scheduler table can be selected (by clicking on them) and then removed by pressing **Delete Selected** button.

### For Outputs:



Available commands are:

- Activate
- De-activate
- Pulse

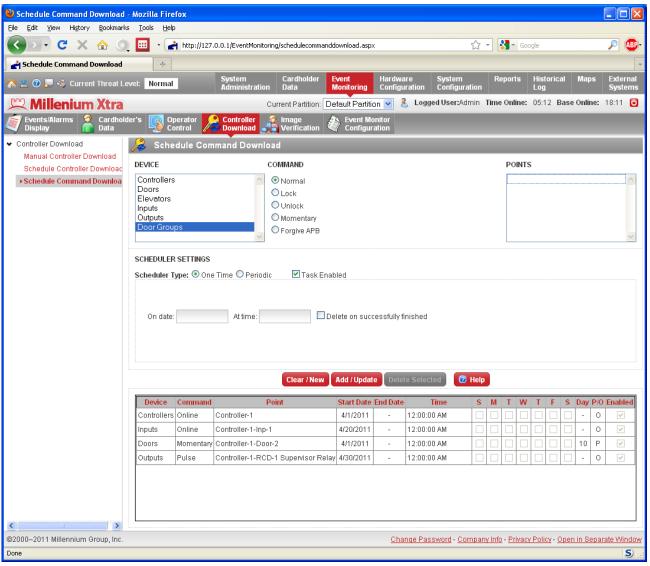
Press Clear / New button.

Select the device, choose the command, select necessary point, enter scheduler settings and press **Add / Update** button.

Incorrect records in the scheduler table can be selected (by clicking on them), edited and then saved by pressing **Add / Update** button.

Unnecessary records in the scheduler table can be selected (by clicking on them) and then removed by pressing **Delete Selected** button.

### For Door Groups:



Available commands are:

- Normal
- Lock
- Unlock
- Momentary (Unlock)
- Forgive APB

Press Clear / New button.

Select the device, choose the command, select necessary point, enter scheduler settings and press **Add / Update** button.

Incorrect records in the scheduler table can be selected (by clicking on them), edited and then saved by pressing **Add / Update** button.

Unnecessary records in the scheduler table can be selected (by clicking on them) and then removed by pressing **Delete Selected** button.

## **Reports**

Reports menu includes following submenus:

- Reports Run Reports
- Reports Schedule Reports
- Reports Reports History

For obtaining necessary report(-s), please select **Reports Top Menu** section and then – **Run Reports** tab in a **Horizontal Menu**.

All available types of **Reports** are grouped in the **Left-side Menu**, which are the following:

### Cardholder Reports Group:

- Cardholder
- Cardholder Access
- Cards with overlapped Access Levels
- CardView History

### Configuration Reports Group:

- Alarm Acknowledgement Template
- Alarm Routing Template
- Alarms Configuration
- All Access Levels
- Controller Configuration
- Door Configuration
- Doors Access
- Doors with more then one Access Levels
- Groups
- Holidays
- Input Configuration
- Operator Level Privileges
- Operator List
- Output Configuration
- Reports (list & scheduler)
- Time Periods

### **Event Reports Group:**

- Alarm History
- Card History
- Event Report

# Status Reports Group:

- Door Status
- Input Status
- Output Status

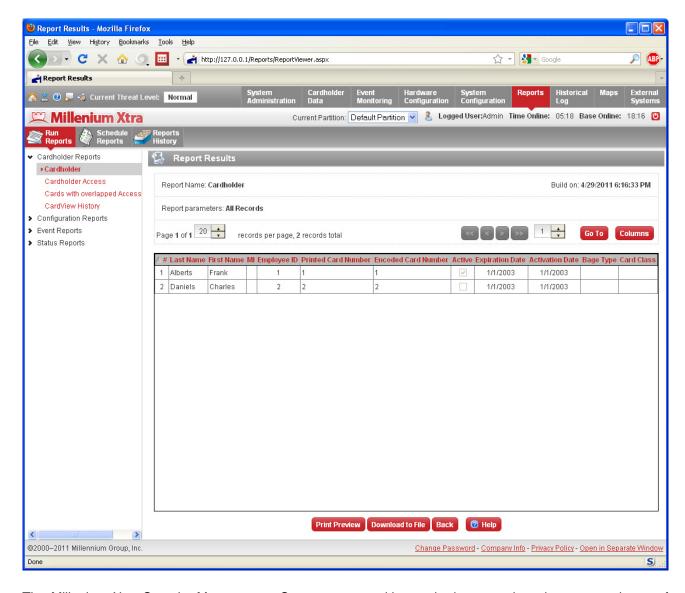
For some types of reports Data Selection Criteria may be used for additional filtering. Different criteria sets will be discussed below for every report type.

## **Reports - Run Reports**

Reports section consists of the following report groups:

- Cardholder Reports Group
- Configuration Reports Group
- Event Reports Group
- Status Reports Group

The picture below shows the **REPORTS** screen in the Millenium Xtra Security Management System.



The Millenium Xtra Security Management System comes with standard reports that give you a printout of necessary data. All Millenium Xtra Security Management System reports involve a two-step process. For example, you can display or print a report on Controller Configuration, Operators List or Holidays established in the software. First, the operator uses selection criteria to set up report options. Then the report displays on the screen and may be printed prints if you click the Print Preview button. With the help of Download to File button the report also can be saved locally to a file.

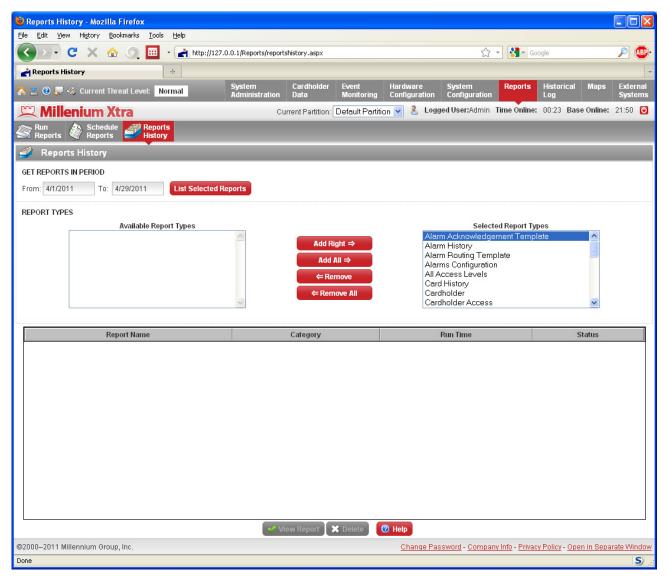
Cardholder Reports: this group of reports includes **Cardholder Report**, **Cardholder Access Report** and **Occupancy Report**. For example, Cardholder Report lets the operator obtain the information about all cardholders who are present in the Millenium Xtra Security Management System database. This information includes all of the employee ID's, their first and last names, their printed and encoded card numbers, activation and expiration dates for every cardholder's card, their card classes, badge types and statuses ("active" or "not active"), etc.

Configuration Reports: this group of reports includes Alarm Acknowledgement Template, Alarm Routing Template, Alarm Configuration, All Access Levels, Controller Configuration, Door Configuration, Groups, Holidays, Input Configuration, Operator Level Privileges, Operator List, Output Configuration, List & Scheduler and Time Periods reports. These reports also involve a two-step process.

Event Reports: this group of reports includes **Alarm History Report**, **Card History Report** and **Event Report**. These reports also involve a two-step process.

Status Reports: this group of reports includes **Door Status**, **Input Status** and **Output Status** reports. These reports also involve a two-step process. First, the operator uses selection criteria to set up report options. Then the report displays on the screen and may be printed prints if you click the **Print Preview** button. With the help of **Download to File** button the report also can be saved locally to a file.

# **Reports - Reports History**



## **Reports - Reports History**

For viewing the report about the Reports History (i.e. reports obtained via Run Reports or Schedule Reports sections), please select "Reports" Top Menu section and then – "Reports History" tab in a Horizontal Menu.

## 1. Get Reports in Period

Input required From: and To: date values in corresponding fields. Popup Calendar form makes yor input easier.

**2. List Selected Reports button** – lists selected reports within **From:** – **To:** time period and displays them in bottom window.

### 3. Report Types

Select Report Types to include (provide the Reports History Map). Use Add Right, Remove, Add All, Remove All buttons to provide your selection.

At least one report type should be placed inside Selected Report Types window. By default, all Available Report Types are placed inside Selected Report Types window.

If Selected Report Types window is empty, "No one report type was selected" red color message is displayed and View Report button is inactive.

All the selected reports will be displayed in the bottom window.

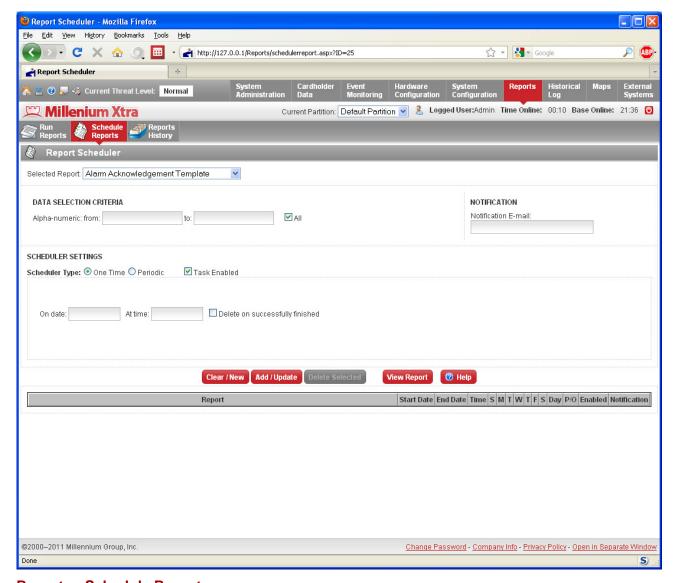
Available report fields are:

- Report Name
- Category
- Run Time
- Status

Navigate through the displayed reports using your mouse. To select necessary report - just click on it. Press View Report button to view the selected Report.

Press Delete button to delete the selected Report.

# **Reports - Schedule Reports**



# **Reports - Schedule Reports**

For scheduling different Reports, please select "Reports" Top Menu section and then – "Schedule Reports" tab in a Horizontal Menu. All available types of Reports are included in Selected Report: dropdown, which are the following:

#### Selected Report:

- All Access Levels
- Alarm History
- Card History
- Cardholder Access
- Occupancy

- Cardholder
- **Door Configuration**
- **Door Status**
- **Event Report**
- **Holidays**
- **Input Configuration**
- **Input Status**
- **Output Configuration**
- **Output Status**
- Reports (list & scheduler)
- **Time Periods**
- **Operator Level Privileges**
- **Operator List**
- **Alarm Routing Template**
- **Groups**
- **Controller Configuration**
- **Alarms Configuration**
- **Alarm Acknowledgement Template**
- **CardView History**

#### 1. Data Selection Criteria

Each of these Reports uses the same Data Selection Criteria as it was discussed in Run Reports section for the corresponding Report.

Content of Data Selection Criteria depends exactly on what type of report has been choosen.

Most of reports (All Access Levels, Cardholder Access, Occupancy, Cardholder, Door Configuration, Door Status, Holidays, Input Configuration, Input Status, Output Configuration, Output Status, Time Periods, Alarm Routing Template, Groups, Controller Configuration, Alarms Configuration, Alarm Acknowledgement Template) use the following Data Selection Criteria:

Alpha-numeric: from: to:

\*All checkbox

Event Report and Alarm History Reports use the following Data Selection Criteria:

Date Range: from to

Category:

**Text filter** (log data including)

Card History and CardView History Reports use the following Data Selection Criteria:

Date Range: from to \*

or Employee ID#: from to \* All

Last Names: from to

Card Number

Operator Level Privileges, Operator List Reports and Reports (list & scheduler) do not use any **Data Selection Criteria** at all.

#### 2. Notification

Use Notification: window controls to schedule reports according to your needs.

Each of Scheduled Reports may be instructed to notify Millenium Xtra Operator via E-mail.

Input required e-mail into the Notification E-mail: field. The notification will be sent to this e-mail.

This field is not necessary.

### 3. Scheduler settings

Use Scheduler settings: window controls to schedule reports according to your needs.

Scheduler Type:

One Time Radio button - for making one-time Scheduled Reports.

Periodic Radio button - for making periodic Scheduled Reports.

**Task Enabled** checkbox - If checked, the current Scheduled Report is enabled.

**On date:** field - for the date selection for scheduled report. Click here and the Calendar popup will appear. Select the required date.

At time: field - for the time of current Scheduled Report selection. Select the required time.

**Delete on successfully finished** checkbox - If checked, the current Scheduled Report will be deleted from scheduler after successful run.

If **Periodic** Radio button is chosen, two windows will appear:

#### Run On Day:

Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday or Day of Month.

Select the desired option (check the appropriate checkbox)

Occurs: - has two options.

Once at - input the time to run current Scheduled Report once.

Every - see the explanation below.

If **Every** option is chosen, following controls will appear:

Hour(s) / Minute(s) Combo box - select the desired unit

Starting at: field - input the "starting at" time for the current Scheduled Report here

Ending at: - input the "ending at" time for the current Scheduled Report here

**Note:** *Minutes* values can be entered in the range of 1 to 1440; *Hours* values can be entered in the range of 1 to 23.

Press Clear/New button if your current Scheduled Report values were input incorrectly.

Press Add/Update button if you wish to save your current Scheduled Report.

Saved schedule items appear in the bottom part of a screen.

The operator could not edit saved schedule items, they could only be deleted.

Press Delete Selected button if you wish to delete the selected (in the bottom part of a screen) Scheduled Report item.

Confirmation popup will ask you if you want to remove item:

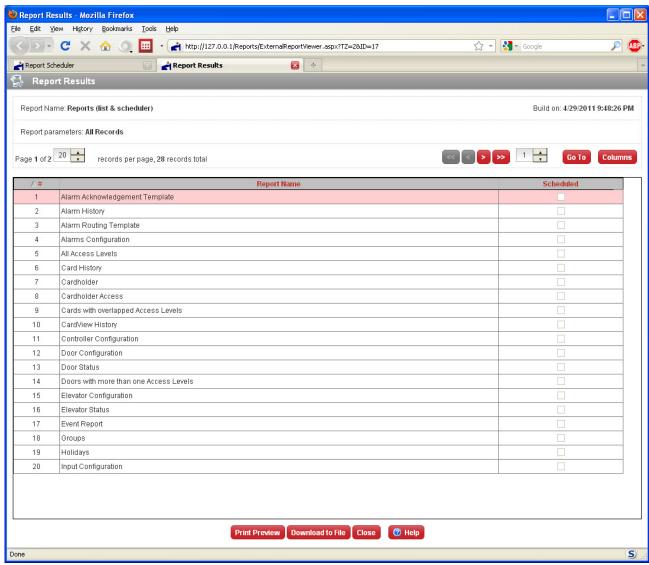


Do you want to delete selected schedule?

If "Delete on successfully finished" checkbox is checked, the successfully performed schedule items will be deleted automatically.

View Report button - press this button to view the current report immediately.

Report Results window will appear.



Millenium Xtra Operator can select which fields are necessary to display.

To select fields which will be displayed, press Columns button.

Select column visibility using correspondent checkbox(-es).

Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

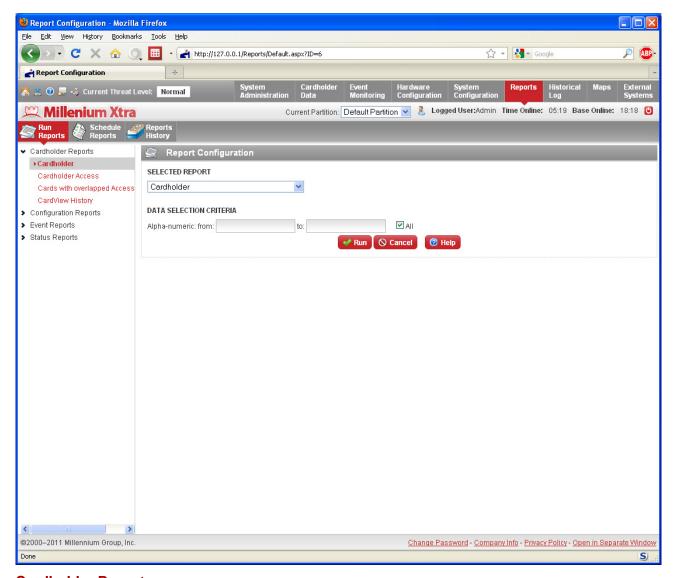
Supported output file formats are the following:

- · Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Close button to return to the Report Scheduler screen.

# **Cardholder Reports**

# Run Reports - Cardholder Reports - Cardholder



# **Cardholder Report**

To obtain the Cardholder Report, select Cardholder Reports - Cardholder menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

## Cardholder Report has the following Field Set by default:

#, Last Name, First Name, MI, Employee ID, Printed Card Number, Expiration Date, Activation Date, Bage Type, Card Class.

## Cardholder Report has following Data Selection Criteria:

Alpha-numeric: from: to:

\*All checkbox

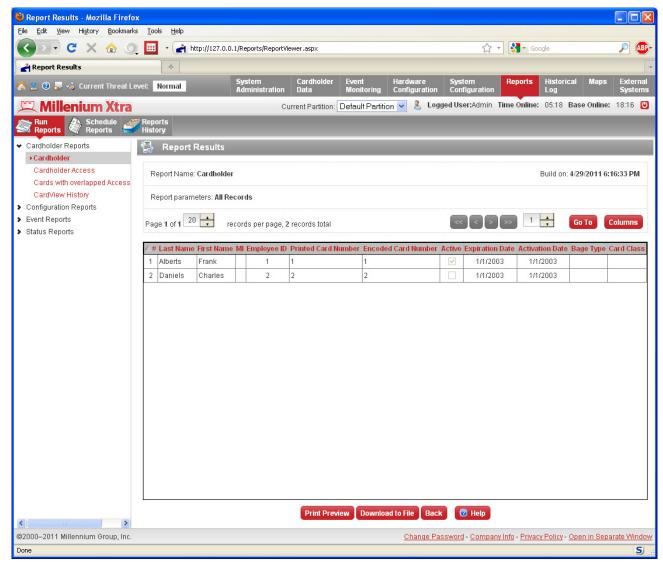
When All checkbox is checked, all records will be output.

From: and To: criteria are referred only to Last Name field.

**From:** and **To:** Must be typed exactly like this name is stored in database (i.e. From: Atkinson To: Zimmerman) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

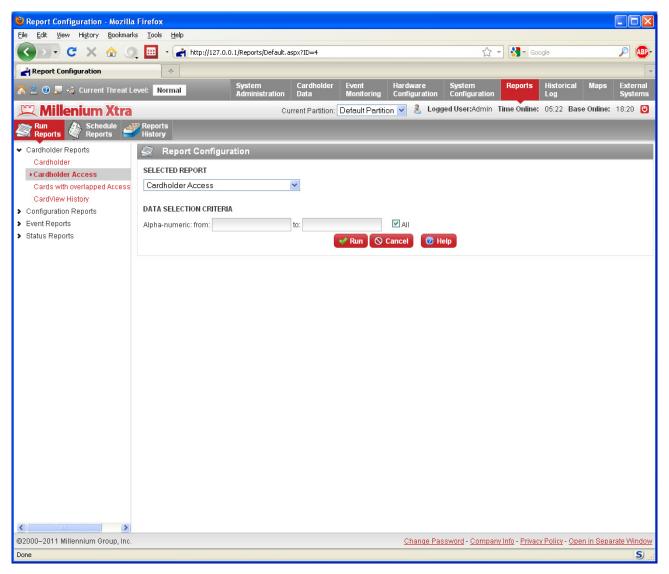
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Cardholder Reports - Cardholder Access**



#### **Cardholder Access Report**

To obtain required the Cardholder Access Report, select Cardholder Reports - Cardholder Access menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

# Cardholder Access Report has the following Field Set by default:

#, Last Name, First Name, MI, Employee ID, Access Level 1, Access Level 2, Access Level 3, Access Level 4, Access Level 5, Access Level 6

## Cardholder Access Report has following Data Selection Criteria:

Alpha-numeric: from: to:

\*All checkbox

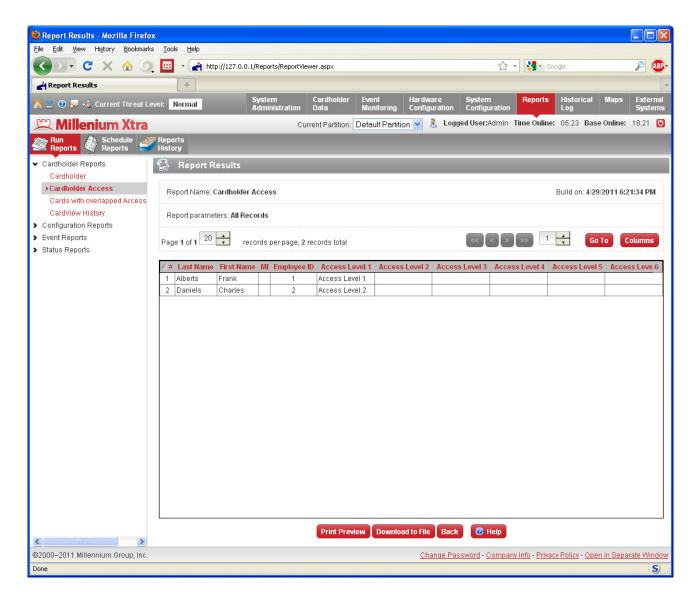
When All checkbox is checked, all records will be output.

From: and To: criteria are referred only to Last Name field.

**From:** and **To:** Must be typed exactly like this name is stored in database (i.e. From: Atkinson To: Zimmerman) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

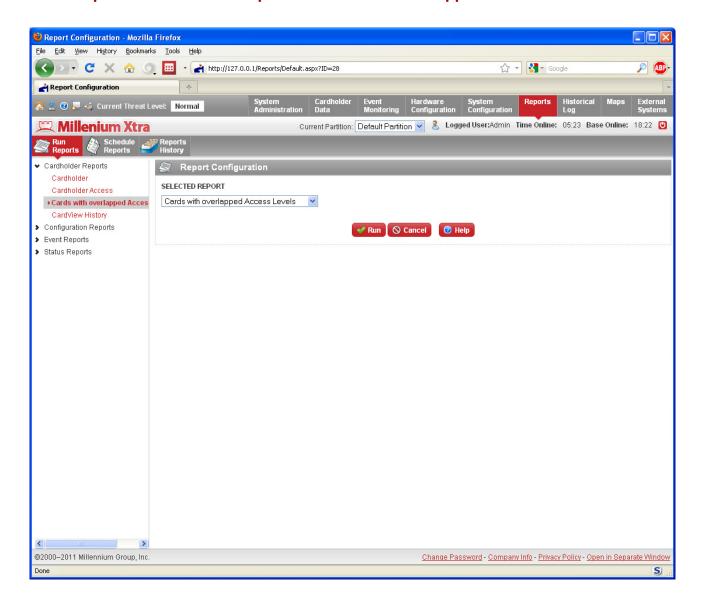
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# Run Reports - Cardholder Reports - Cards with overlapped Access Levels



## **Cards with overlapped Access Levels**

This reports shows cardholders that have access to the same door with two different access groups and/or timezones.

To obtain the required Cards with overlapped Access Levels Report, select Cardholder Reports - Cards with overlapped Access Levels menu item from the Left-side Menu.

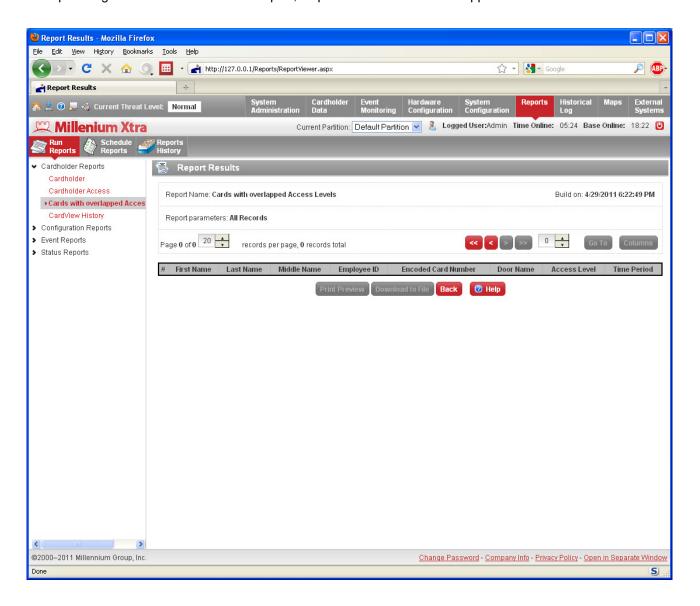
Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Cards with overlapped Access Levels Report has the following Field Set by default:

#, First Name, Last Name, Middle Name, Employee ID, Encoded Card Number, Door Name, Access Level, Time Period

# Cards with overlapped Access Levels Report has no Data Selection Criteria:

After pressing Run button to obtain the report, Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

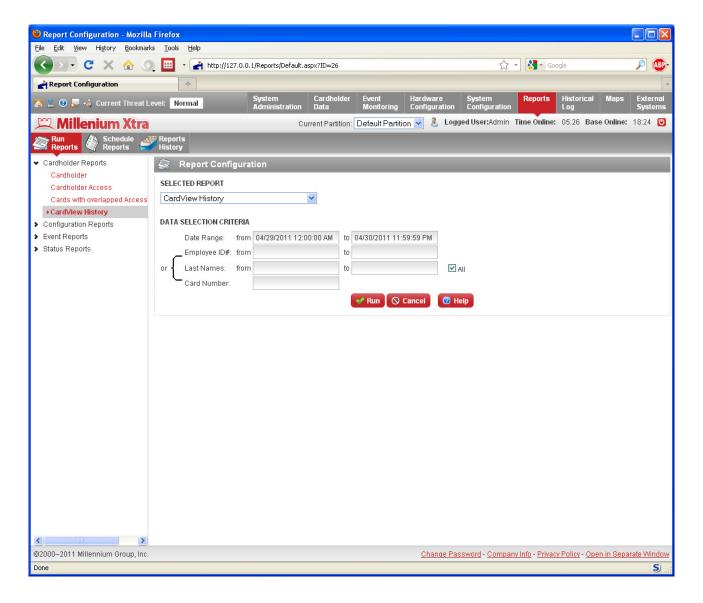
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# Run Reports - Cardholder Reports - CardView History



### CardView History

To obtain required the **CardView History Report**, select **Cardholder Reports - CardView History** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

#### CardView History Report has the following Field Set by default:

#, Cardholder Object ID, Employee ID, First Name, Last Name, MI, Primary Location, Master Area, Department, Supervisor, Internal Phone, Issue Date, Employment Date, Company Email, Employee Class, Comment, Ada Shunt, Badge, Reissue Date, Vehicle Model, Vehicle Year, Vehicle Color, Lisence Plate, Parking Designation, Parking Assignment, Email, Comment 2, Image File Name, Sign File Name, Image Public Name, Sign Public Name, Card 1 Card ID, Card 1 Printed Card Number, Card 1 Encoded Card Number, Card 1 PIN, Card 1 Expiration Date, Card 1 Activation Date, Card 1 Card Class, Card 1 Bage

Type, Card 1 Access Level 1, Card 1 Access Level 2, Card 1 Access Level 3, Card 1 Access Level 4, Card 1 Access Level 5, Card 1 Access Level 6, Card 1 Active, Card 2 Card ID, Card 2 Printed Card Number, Card 2 Encoded Card Number, Card 2 PIN, Card 2 Expiration Date, Card 2 Activation Date, Card 2 Card Class, Card 2 Bage Type, Card 2 Access Level 1, Card 2 Access Level 2, Card 2 Access Level 3, Card 2 Access Level 4, Card 2 Access Level 5, Card 2 Access Level 6, Card 2 Active, Card 3 Card ID, Card 3 Printed Card Number, Card 3 Encoded Card Number, Card 3 PIN, Card 3 Expiration Date, Card 3 Access Level 2, Card 3 Access Level 3, Card 3 Access Level 4, Card 3 Access Level 5, Card 3 Access Level 6, Card 3 Access Level 7, Card 8 Access Level 8, Card 9 Access Level 9, Card 9 A

# CardView History Report has following Data Selection Criteria:

• Date Range: from: to:

or

Employee ID#: from: to:
Last Names: from: to:
\*All checkbox (for all Last Names)

• Card Number: (enter the required Card Number here)

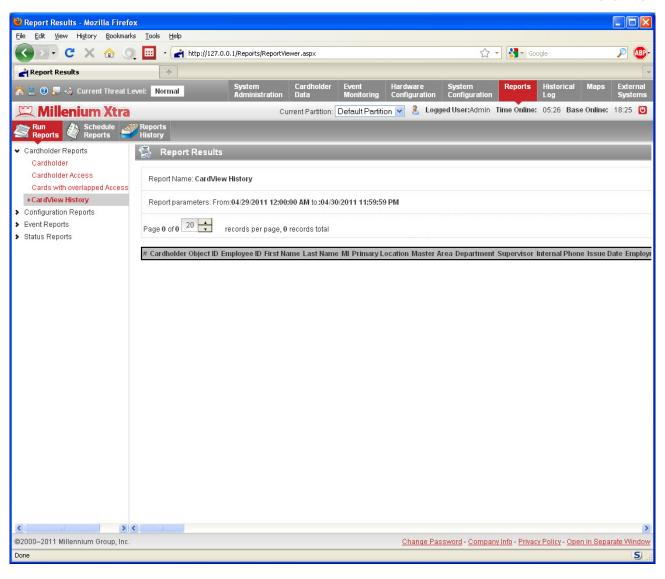
When All checkbox is checked, all records with all Last Names will be output.

From: and To: criteria are referred only to Date Range, Employee ID#, Last Names fields.

**From:** and **To:** Must be typed exactly like this name is stored in database (i.e. From: Atkinson To: Zimmerman) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Ocancel Dutton to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

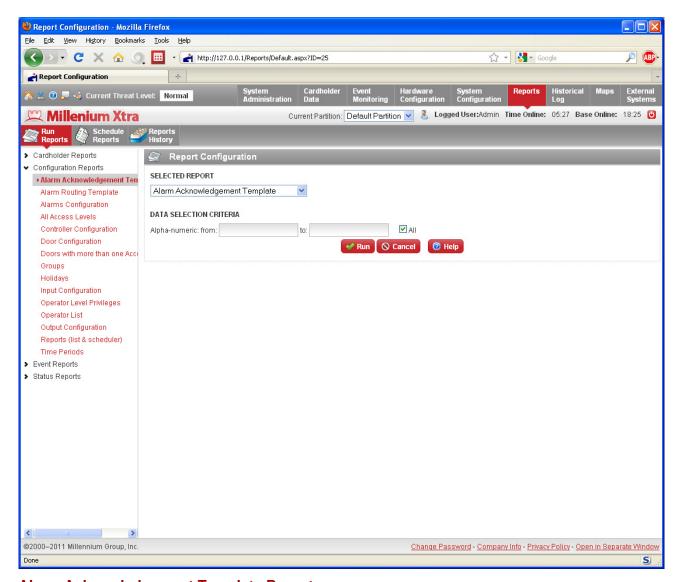
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Configuration Reports**

# Run Reports - Configuration Reports - Alarm Acknowledgement Template



# **Alarm Acknowledgement Template Report**

To obtain the Alarm Acknowledgement Template Report, select Configuration Reports - Alarm Acknowledgement Template menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the Selected Report dropdown on every screen.

#### Alarm Acknowledgement Template Report has the following Field Set by default:

#, Ack. Template Name, Priority, Number of Acknowlegements, Primary Ack. Time, Secondary Ack. Time, Alarm Action Message, Active Alarm Clear, Auto Alarm Clear, Ack. Comment Required.

## Alarm Acknowledgement Template Report has following Data Selection Criteria:

Alpha-numeric: from: to:

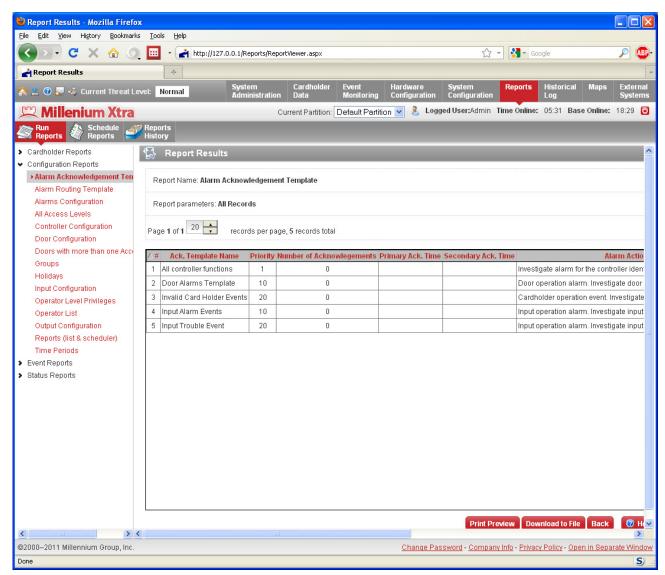
#### \*All checkbox

When All checkbox is checked, all records will be output.

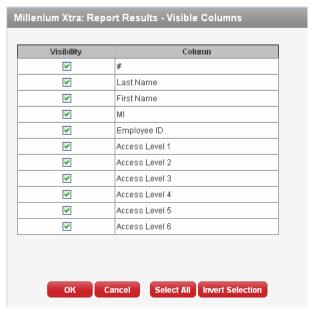
**From:** and **To:** criteria are referred only to **Ack. Template Name** field. Must be typed exactly like this name is stored in database (i.e. From: Invalid Card Holder Events To: Input Trouble Event) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Ocancel Dutton to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

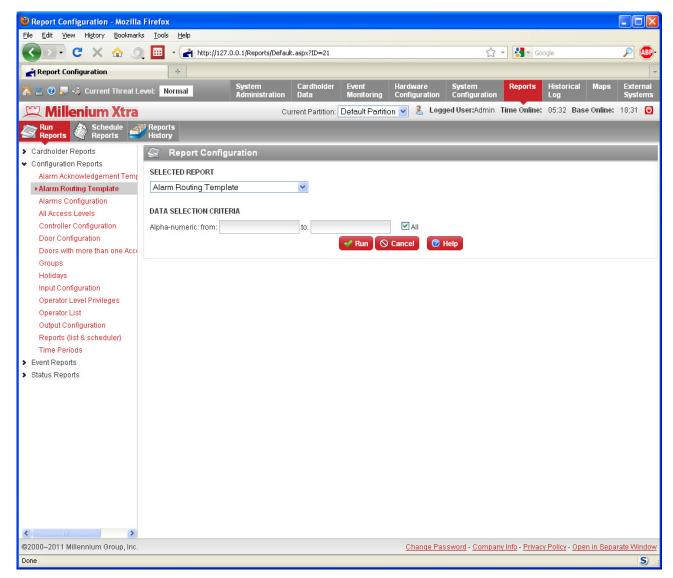
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Alarm Routing Template**



## **Alarm Routing Template Report**

To obtain the Alarm Routing Template Report, select Configuration Reports - Alarm Routing Template menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

## Alarm Routing Template Report has the following Field Set by default:

#, Routing Template Name, Active, Operator Name, Time Period, Routing Level, Routing Type.

## Alarm Routing Template Report has following Data Selection Criteria:

Alpha-numeric: from: to:

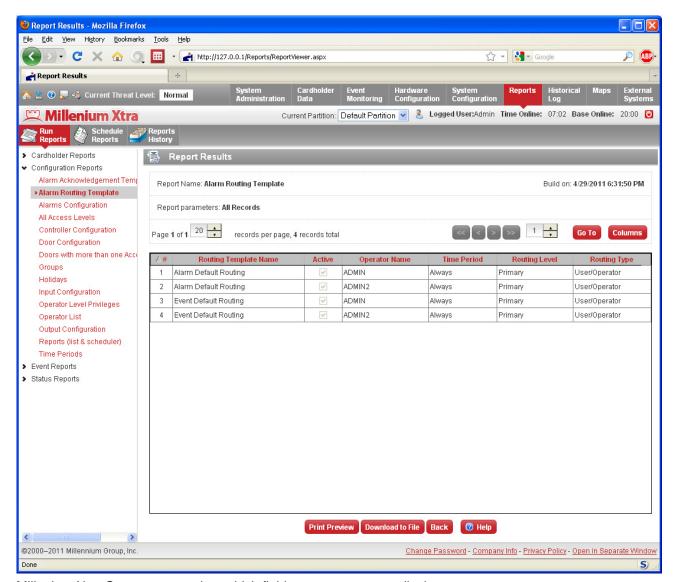
\*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Routing Template Name** field. Must be typed exactly like this name is stored in database (i.e. From: Alarm Default Routing To: Alarm Default Routing) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Ocancel Dutton to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

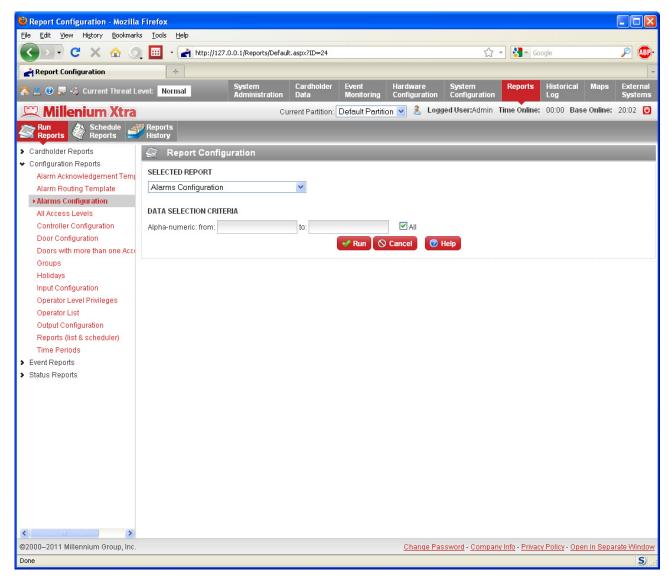
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Alarms Configuration**



### **Alarms Configuration Report**

To obtain the Alarms Configuration Report, select Configuration Reports - Alarms Configuration menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

## Alarms Configuration Report has the following Field Set by default:

#, Alarm/Event Definition Name, Alarm, Ask. Template, Alarm Trigger Delay, Alarm Time Period, Output Name, Output Time Period, Routing Template, Camera Template, Linked to Input Group, Input Name, Input Time Period, Input Duration Time, UnShunt.

## Alarms Configuration Report has following Data Selection Criteria:

Alpha-numeric: from: to:

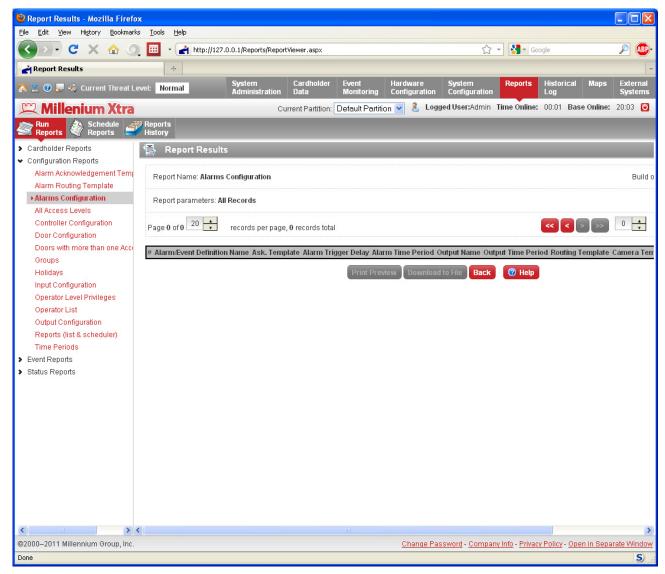
#### \*All checkbox

When All checkbox is checked, all records will be output.

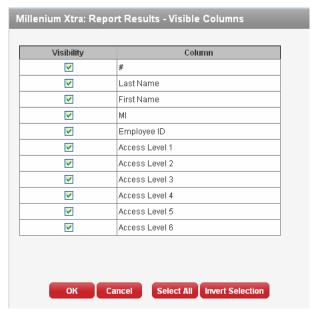
**From:** and **To:** criteria are referred only to **Alarm/Event Definition Name** field. Must be typed exactly like this name is stored in database to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After **Data Selection Criteria** is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

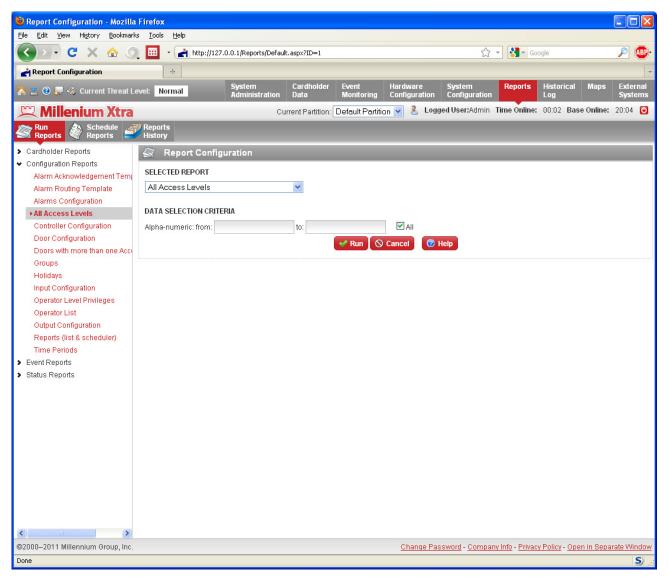
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - All Access Levels**



## **All Access Levels Report**

To obtain the All Access Levels Report, select Configuration Reports - All Access Levels menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

All Access Levels Report has the following Field Set by default:

#, Access Level Name, Object Type, Object Name, Time Period Name.

All Access Levels Report has following Data Selection Criteria:

Alpha-numeric: from: to:

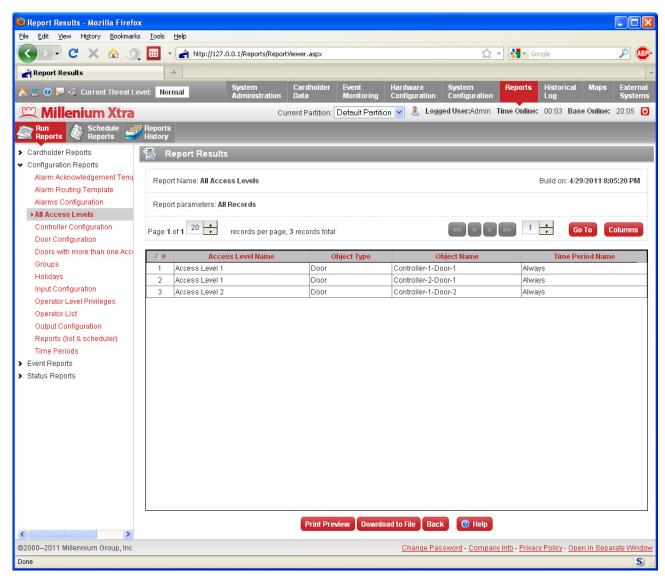
\*All checkbox

When All checkbox is checked, all records will be output.

From: and To: criteria are referred only to **Access Level Name** field. Must be typed exactly like this name is stored in database (i.e. From:Access Level 1 To:Access Level 2) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

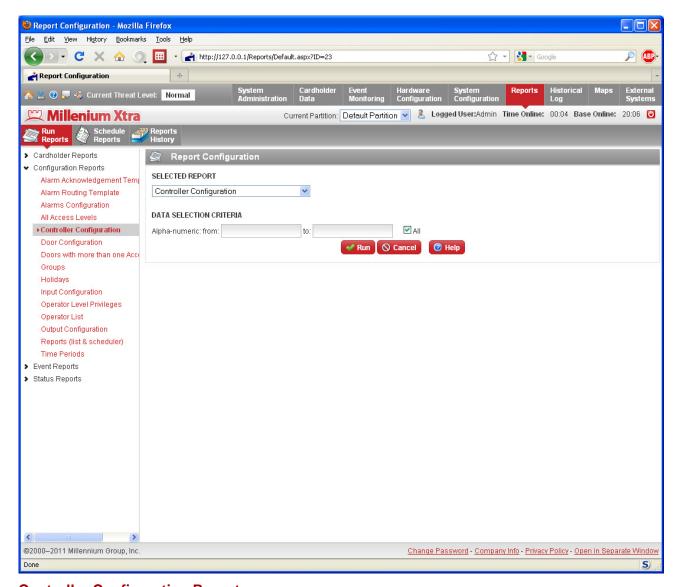
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Controller Configuration**



## **Controller Configuration Report**

To obtain the Controller Configuration Report, select Configuration Reports - Controller Configuration menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

## Controller Configuration Report has the following Field Set by default:

#, Controller Name, Location, On Line, Address, Type, Site, Timezone, Daylight Saving, User Name, Password, Controller to Host, Port, IP Address, MAC Address.

### Controller Configuration Report has following Data Selection Criteria:

Alpha-numeric: from: to:

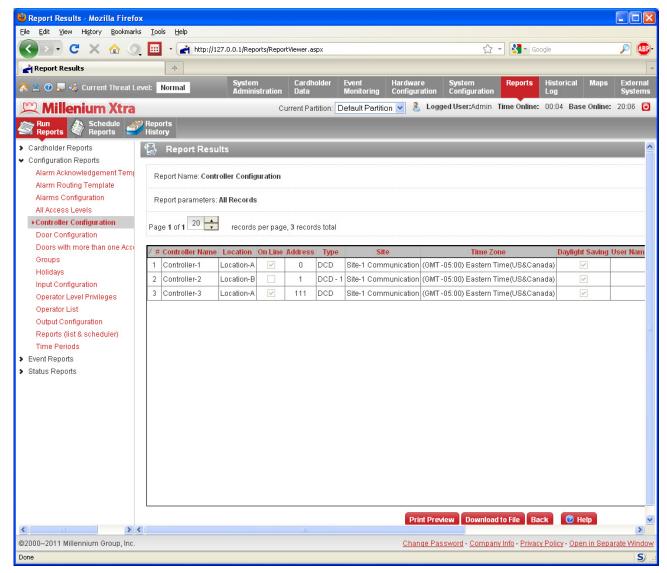
\*All checkbox

When All checkbox is checked, all records will be output.

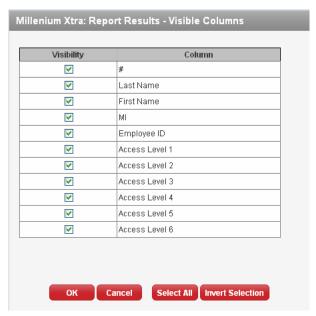
**From:** and **To:** criteria are referred only to **Controller Name** field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1 To:Controller-1) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

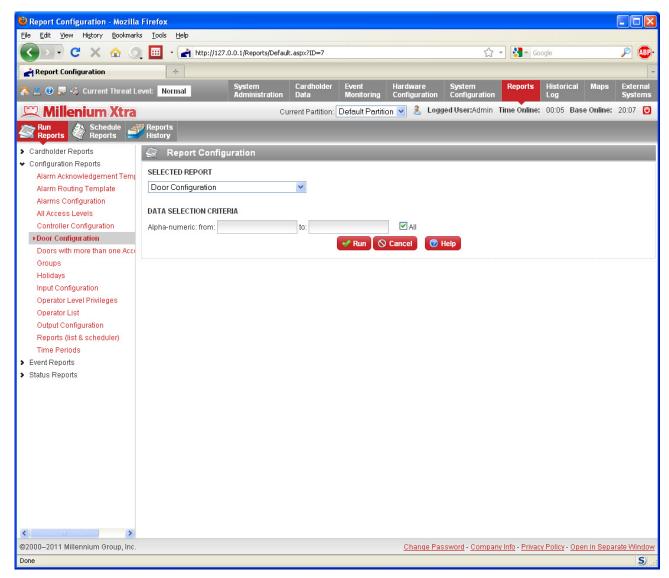
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Door Configuration**



## **Door Configuration Report**

To obtain the **Door Configuration Report**, select **Configuration Reports - Door Configuration** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

## Door Configuration Report has the following Field Set by default:

#, Door Name, Location, On Line, Address, Controller, Unlock On REX, Shunt On REX, REX Disable TP, Relock After Open, Relock After Close, In Reader, Out Reader, Auto Unlock TP.

### **Door Configuration Report** has following **Data Selection Criteria**:

Alpha-numeric: from: to:

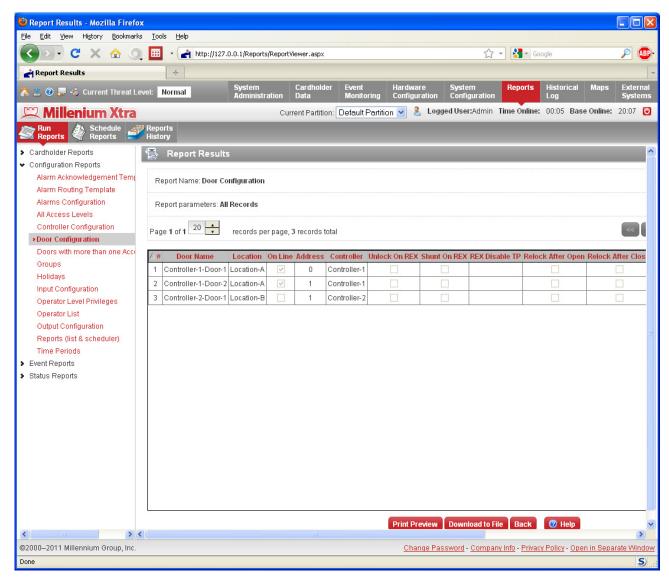
\*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Door Name** field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1-Door-1 To:Controller-1-Door-2) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

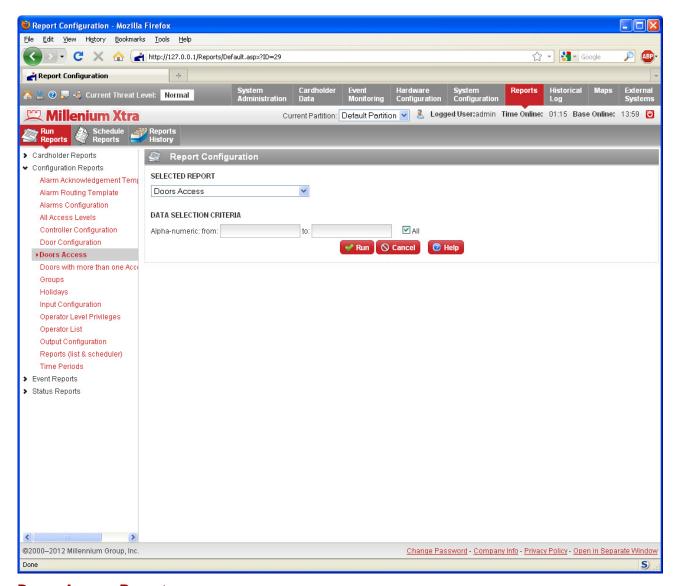
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

## **Run Reports - Configuration Reports - Doors Access**



### **Doors Access Report**

To obtain the **Doors Access Report**, select **Configuration Reports – Doors Access** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

**Door Access Report** shows info about **who** (First Name, Last Name, Mid Name), **when** (Time Period) and **in what door** (Door Name) has the rights to pass through (according to the corresponding Access Level).

Door Access Report has the following Field Set by default:

Ascending Order, Door Name, Employee ID, First Name, Last Name, Mid Name, Access Level, Time Period.

Door Access Report has following Data Selection Criteria:

Alpha-numeric: from: to:

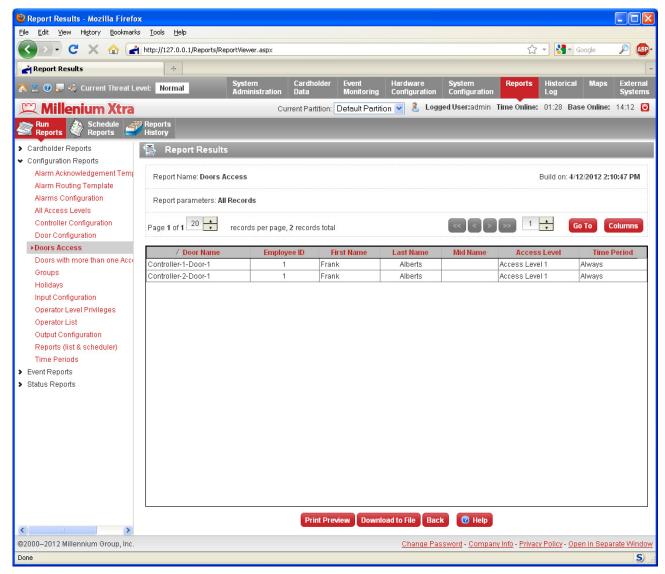
#### \*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Door Name** field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1-Door-1 To:Controller-2-Door-1) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

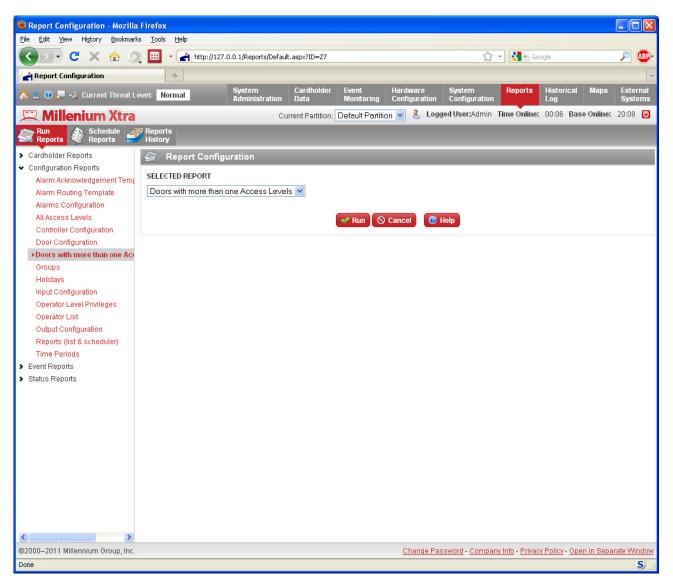
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# Run Reports - Configuration Reports - Doors with more then one Access Levels



### Doors with more then one Access Levels Report

To obtain the **Doors with more then one Access Levels Report**, select **Configuration Reports - Doors with more then one Access Levels** menu item from the **Left-side Menu**.

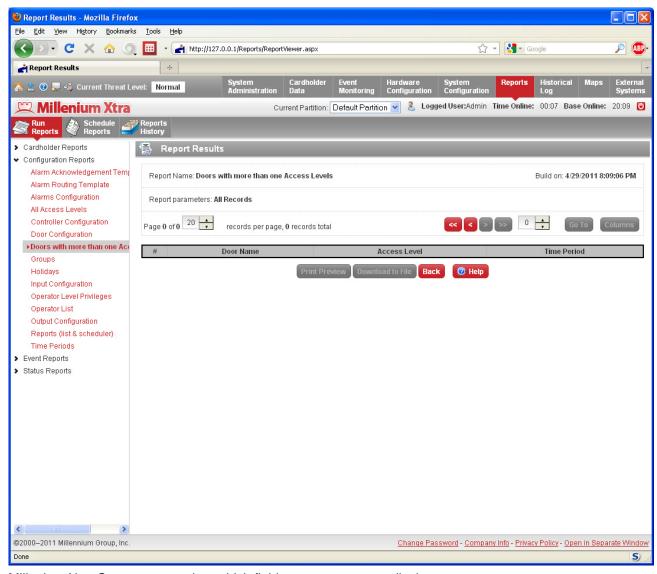
Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Doors with more then one Access Levels Report has the following Field Set by default:

#, Door Name, Access Level, Time Period.

Door Configuration Report has no Data Selection Criteria:

After pressing Run button to obtain the report, Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

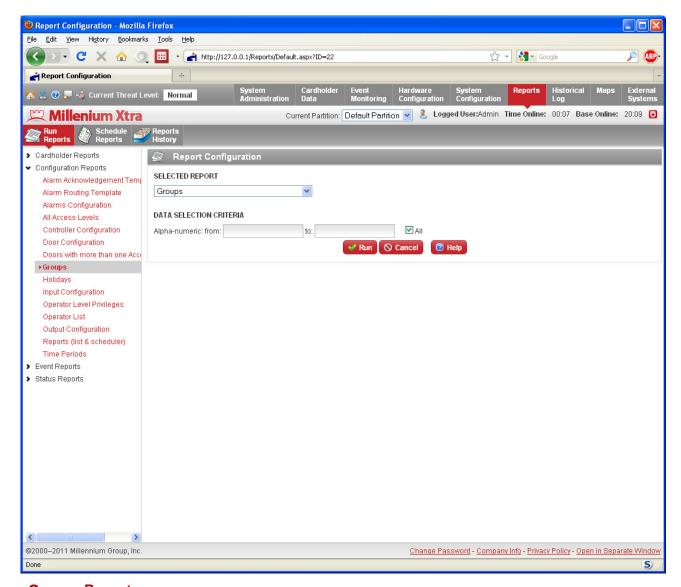
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Groups**



### **Groups Report**

To obtain the **Groups Report**, select **Configuration Reports - Groups** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Groups Report has the following Field Set by default:

Ascending Order#, Group Name, Object Name.

Groups Report has following Data Selection Criteria:

Alpha-numeric: from: to:

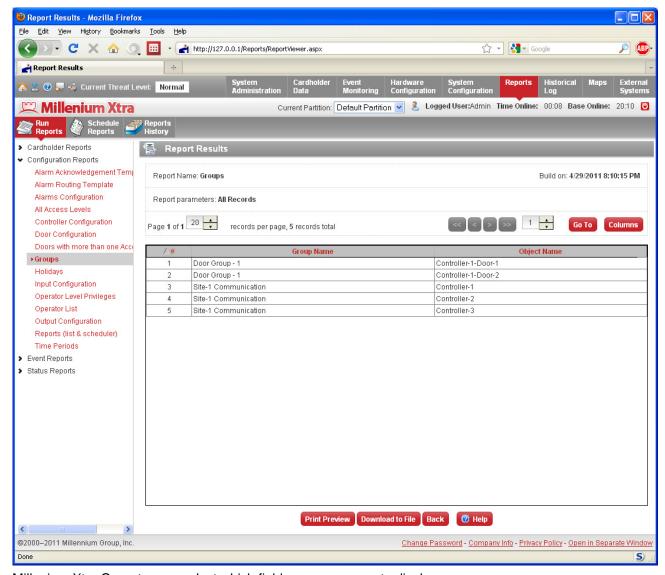
\*All checkbox

When All checkbox is checked, all records will be output.

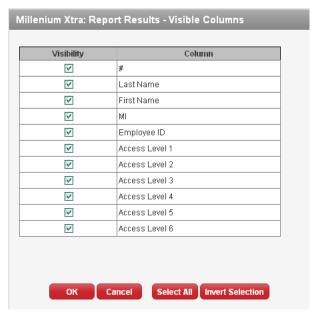
From: and To: criteria are referred only to **Group Name** field. Must be typed exactly like this name is stored in database (i.e. From:Site-1 Communication To:Site-2 Communication) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

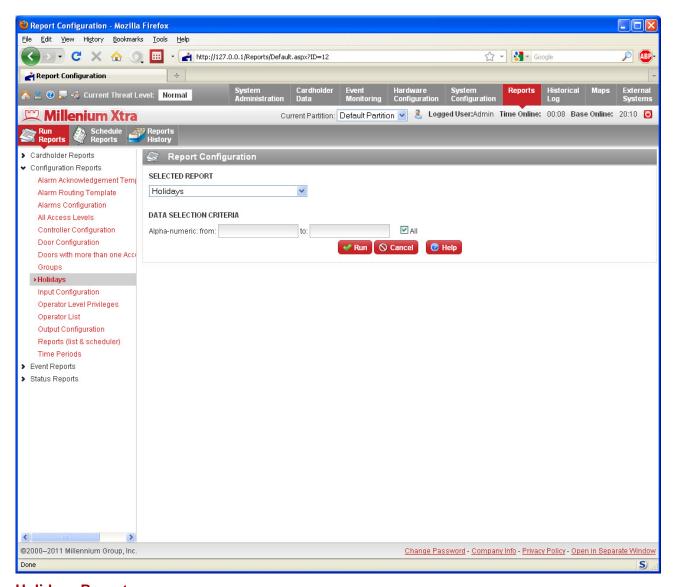
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Holidays**



### **Holidays Report**

To obtain the **Holidays Report**, select **Configuration Reports - Holidays** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

### Holidays Report has the following Field Set by default:

#, Holiday Name, Date, Type, Occurrence, Day if Week, Month, Holiday List 1, Holiday List 2.

### Holidays Report has following Data Selection Criteria:

Alpha-numeric: from: to:

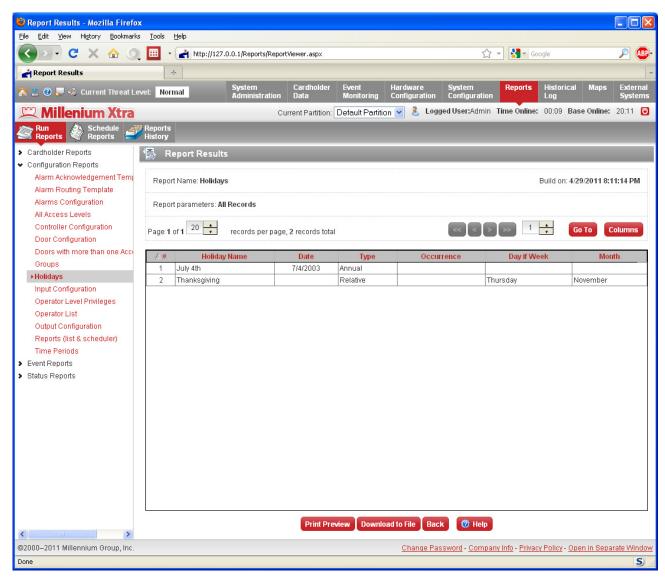
\*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Holiday Name** field. Must be typed exactly like this name is stored in database (i.e. From:July 4th To:Thanksgiving) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

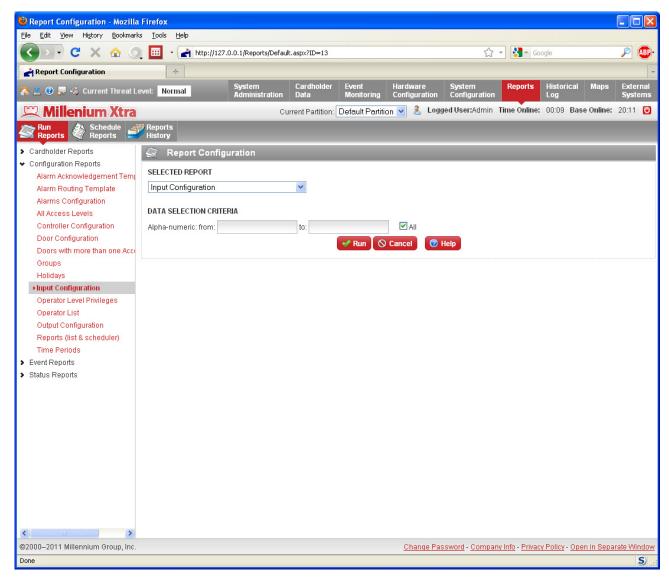
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

## **Run Reports - Configuration Reports - Input Configuration**



#### **Input Configuration Report**

To obtain the Input Configuration Report, select Configuration Reports - Input Configuration menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

#### Input Configuration Report has the following Field Set by default:

#, Input Name, Location, On Line, Address, Controller, Norm. Open, Supervised, Latching, Entry Delay Time, 1st Active Output, 1st Fault Output.

#### Input Configuration Report has following Data Selection Criteria:

Alpha-numeric: from: to:

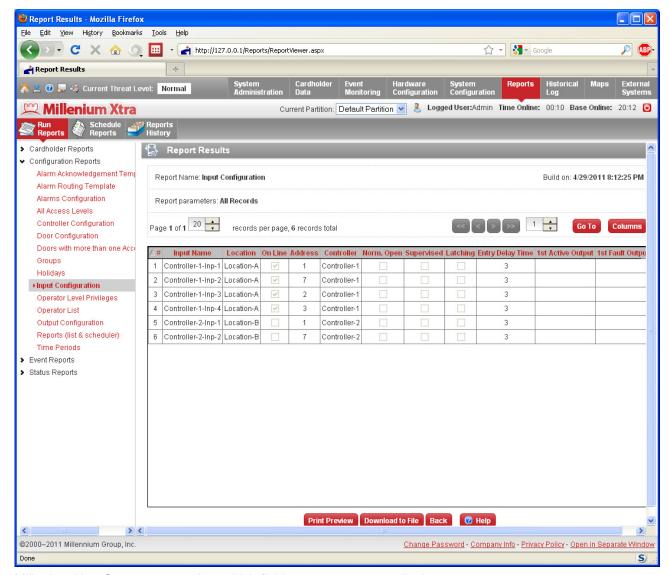
\*All checkbox

When All checkbox is checked, all records will be output.

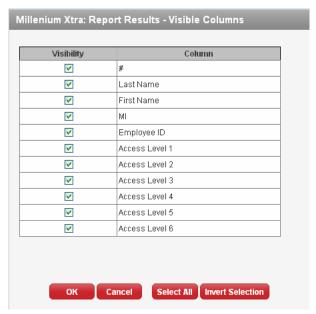
**From:** and **To:** criteria are referred only to **Input Name** field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1-Inp-5 To:Controller-1-Inp-8) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

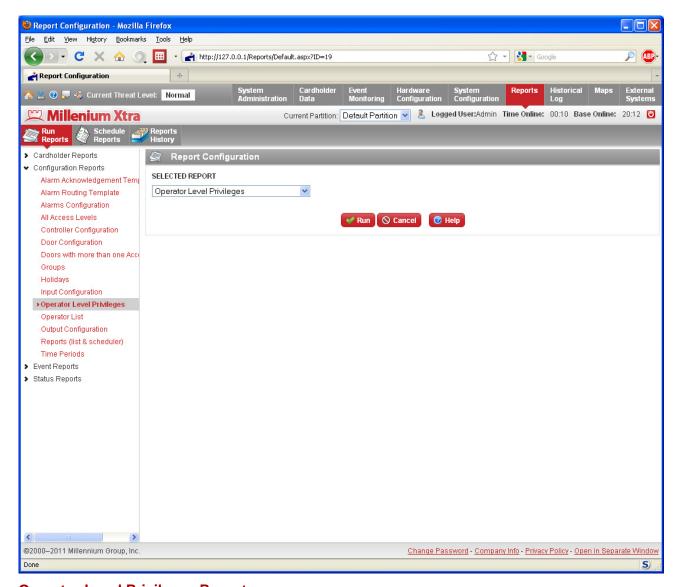
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Operator Level Privileges**



## **Operator Level Privileges Report**

To obtain the Operator Level Privileges Report, select Configuration Reports - Operator Level Privileges menu item from the Left-side Menu.

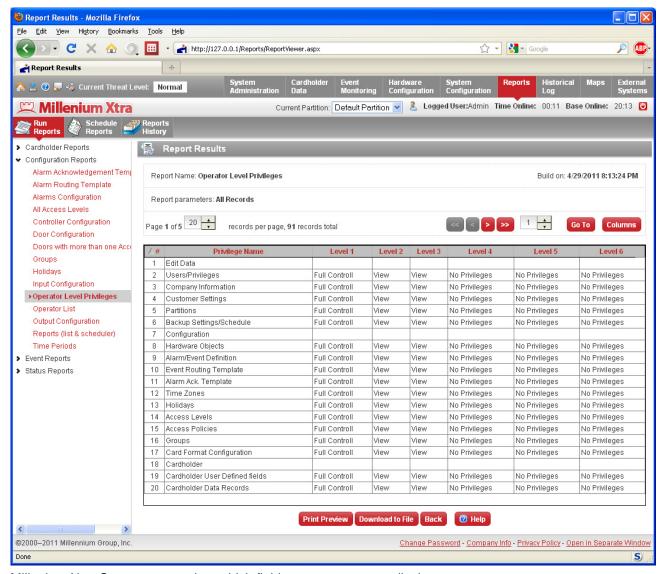
Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Operator Level Privileges Report has the following Field Set by default:

#, Privilege Name, Level 1, Level 2, Level 3, Level 4, Level 5, Level 6.

Operator Level Privileges Report has no Data Selection Criteria.

Press Run button to obtain the report. Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

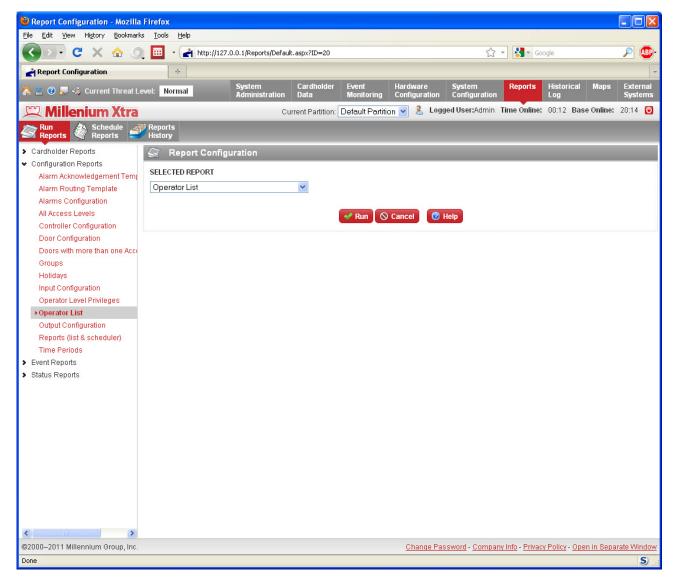
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Back button to return back.

# **Run Reports - Configuration Reports - Operator List**



#### **Operator List Report**

To obtain the **Operator List Report**, select **Configuration Reports - Operator List** menu item from the **Left-side Menu**.

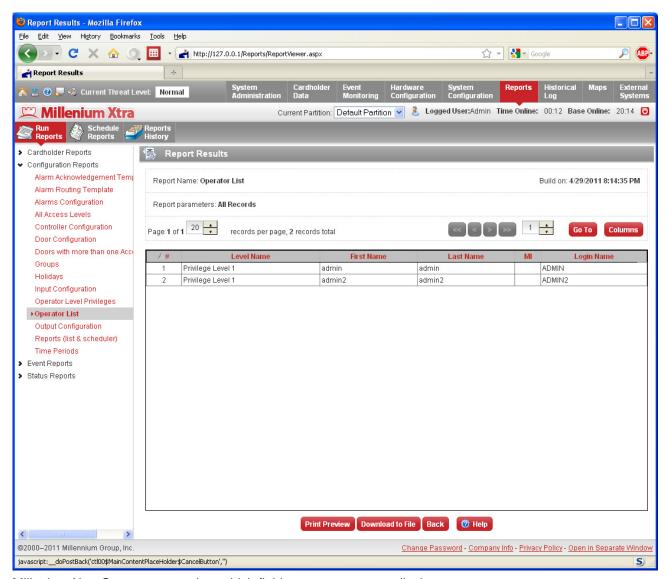
Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Operator List Report has the following Field Set by default:

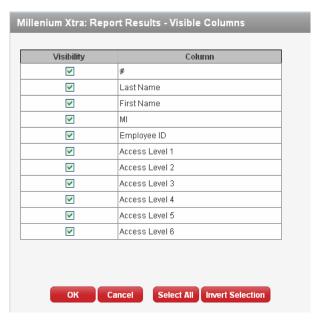
#, Level Name, First Name, Last Name, MI, Login Name.

Operator List Report has no Data Selection Criteria.

Press Run button to obtain the report. Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

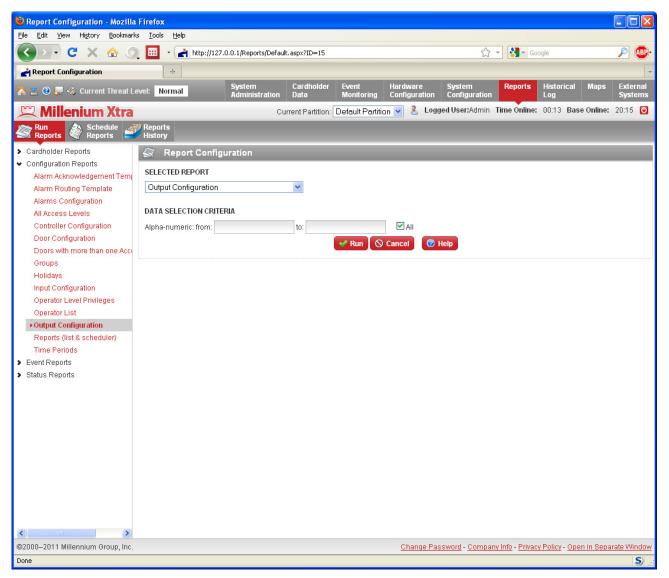
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Back button to return back.

# **Run Reports - Configuration Reports - Output Configuration**



### **Output Configuration Report**

To obtain the **Output Configuration Report**, select **Configuration Reports - Output Configuration** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

### Output Configuration Report has the following Field Set by default:

#, Output Name, Location, On Line, Address, Controller, Fail Safe, Pulse or Repeat, Duration, Auto On TP.

### Output Configuration Report has following Data Selection Criteria:

Alpha-numeric: from: to:

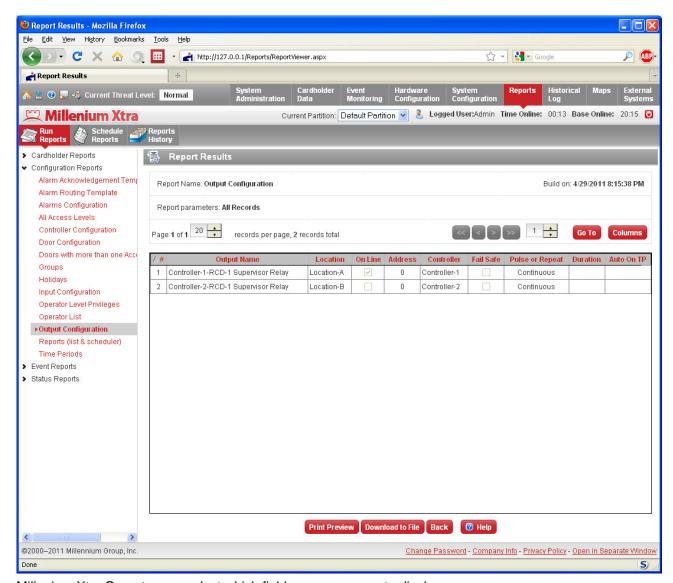
\*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Output Name** field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1-Output-3 To:Controller-1-Output-5) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

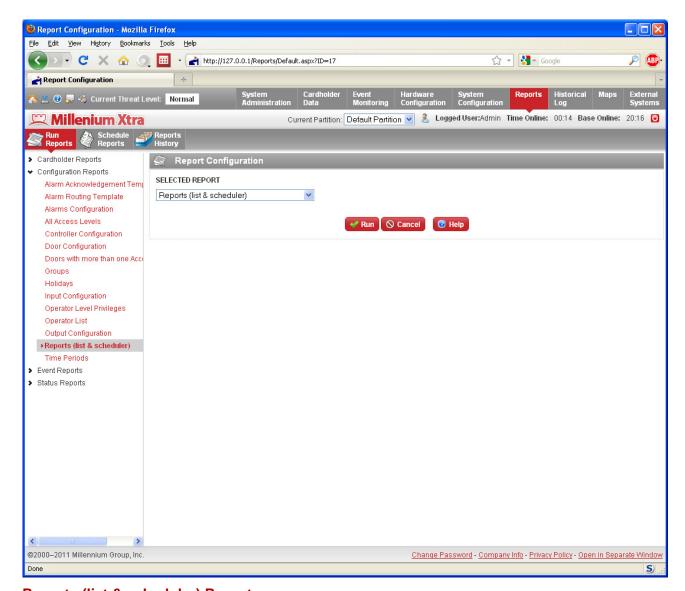
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# Run Reports - Configuration Reports - Reports (list & scheduler)



## Reports (list & scheduler) Report

To obtain the Reports (list & scheduler) Report, select Configuration Reports - Reports (list & scheduler) menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Reports (list & scheduler) Report has the following Field Set by default:

#, Report Name, Scheduled.

Reports (list & scheduler) Report has following Data Selection Criteria:

Alpha-numeric: from: to:

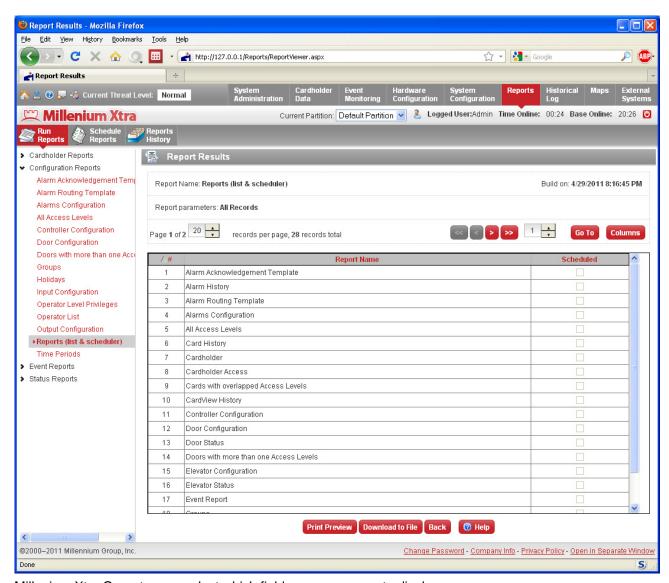
\*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Report Name** field. Must be typed exactly like this name is stored in database (i.e. From:Alarm Acknowledgement Template To:Elevator Status) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

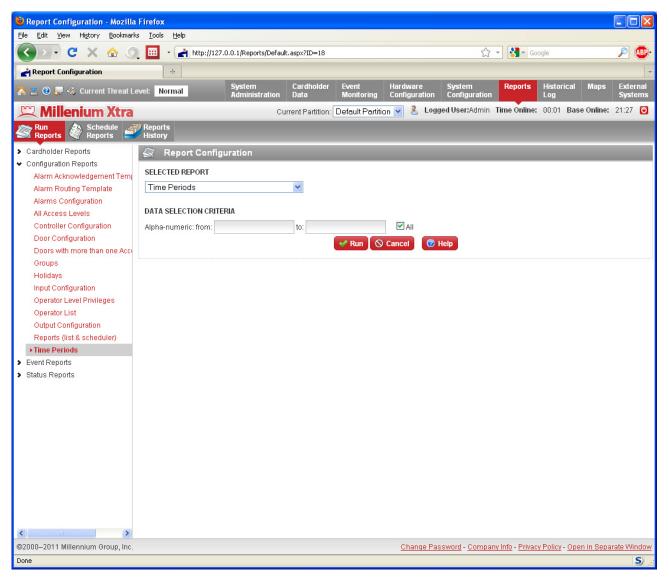
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Configuration Reports - Time Periods**



#### **Time Periods Report**

To obtain the **Time Periods Report**, select **Configuration Reports - Time Periods** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Time Periods Report has the following Field Set by default:

#, Time Period Name, Active, Holiday List 1, Holiday List 2, From Time, To Time, Days.

Time Periods Report has following Data Selection Criteria:

Alpha-numeric: from: to:

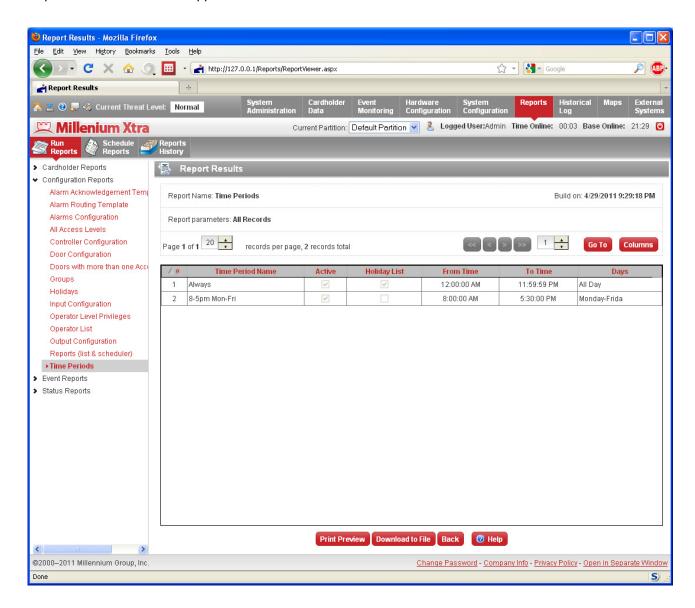
\*All checkbox

When All checkbox is checked, all records will be output.

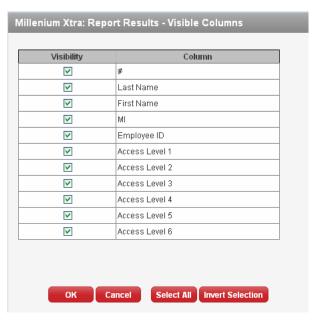
**From:** and **To:** criteria are referred only to **Time Period Name** field. Must be typed exactly like this name is stored in database (i.e. From:Always To:Always) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

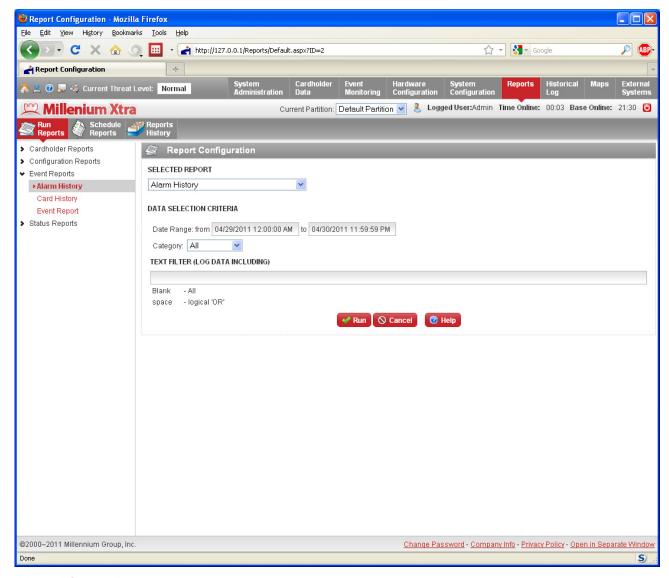
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

## **Event Reports**

## **Run Reports - Event Reports - Alarm History**



### **Alarm History Report**

To obtain the Alarm History Report, select Event Reports - Alarm History menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

### Alarm History Report has the following Field Set by default:

#, Date/Time, Category, Alarm Name, Alarm Priority, Status, Condition, Acknowledge Comment.

### Alarm History Report has following Data Selection Criteria:

Date Range: from: to: (one day preceding to current by default)

**Category** drop-down (All, System, Controller, Door, Reader, Input, Output, Elevator, Cardholder, Operator) **Category** drop-down has "All" value by default. It means that all the above mentioned categories will be processed.

Text filter (log data including) field. It is referred only to Status field.

If **Text filter** field is blank - all records will be chosen;

If **Text filter** field has wild card '\*' symbol(-s) - wild card criteria will be applied;

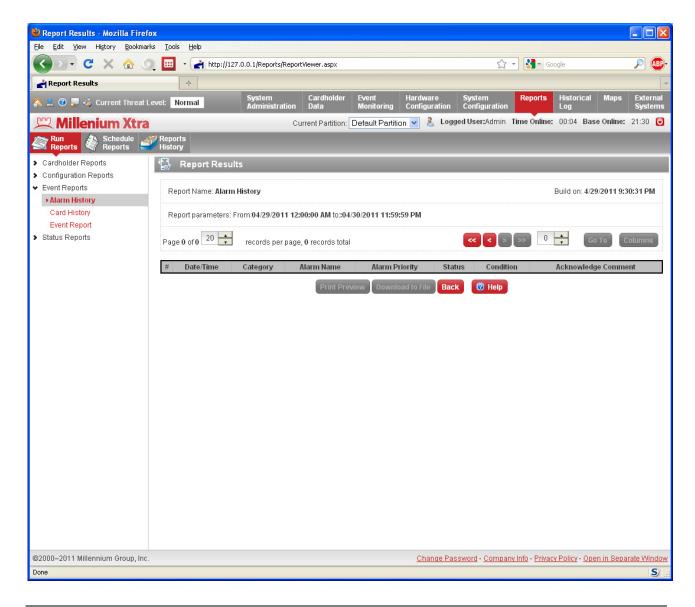
If **Text filter** field has one or more space ' 'symbol(-s) - logical 'OR' will be applied to all parts of string, divided by spaces.

Date Range: **From:** and **To:** criteria is referred only to Date/Time field. This is mandatory criteria. If "From:" or "To:" will be empty, popup error message "Date range from is empty." or "Date range to is empty." will appear.

"To:" value could not be earlier then "From:" value, otherwise error popup message "Date from greater than date to." will appear.

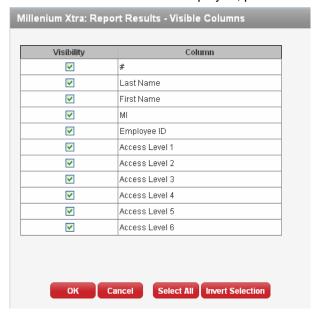
After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.

To select fields which will be displayed, press Columns button.



Select column visibility using correspondent checkbox(-es).

Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Ocancel Dutton to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

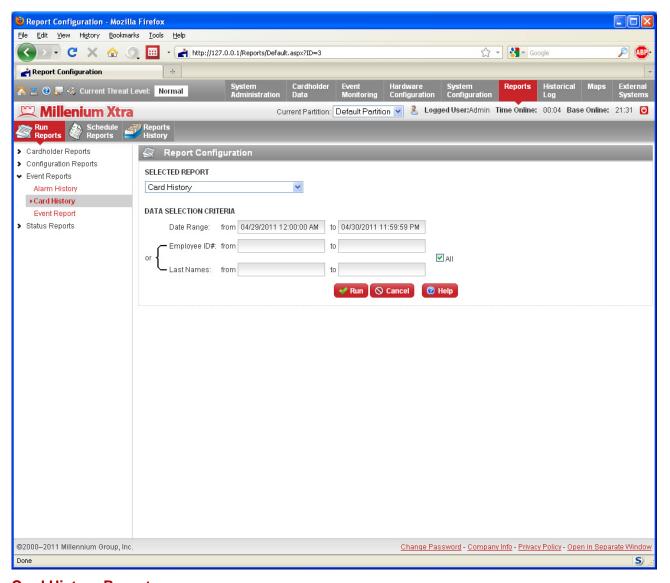
Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

# **Run Reports - Event Reports - Card History**



## **Card History Report**

To obtain the Card History Report, select Event Reports - Card History menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

### Card History Report has the following Field Set by default:

#, Date/Time, Last Name, First Name, MI, Employee ID, Event, Location.

#### Card History Report has following Data Selection Criteria:

Date Range: from: to: (one day preceding to current by default)

a) Employee ID#: from: to: (none defined by default) or

b) Last Names: from: to: (none defined by default)

#### \*All checkbox

When All checkbox is checked, all records will be output.

Criteria "Employee ID#" and "Last Names" may be defined using OR function. It means that only one of these two conditions or any combination of them can be input by Millenium Xtra Operator. Employee ID# is referred only to the Employee ID# field. Last Names is referred only to the Last Name field.

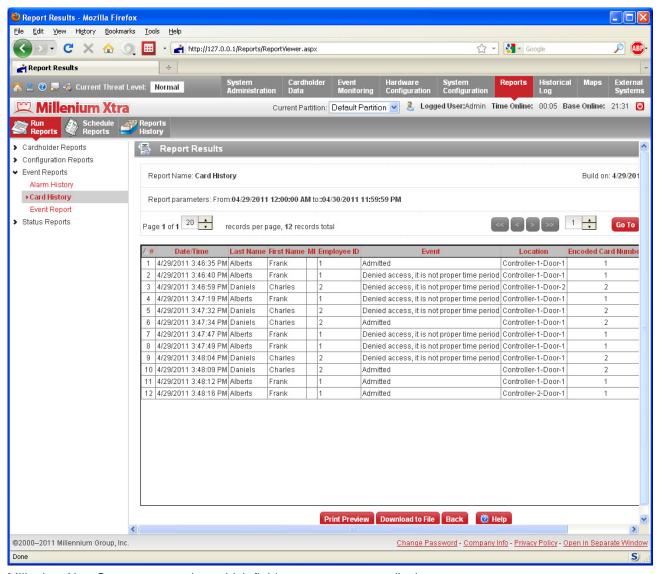
From: and To: Must be typed exactly like this name is stored in database (i.e. From: Atkinson To: Zimmerman) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

Date Range: From: and To: criteria is referred only to Date field. This is mandatory criteria. If "From:" or "To:" will be empty, popup error message "Date range from is empty." or "Date range to is empty." will appear.

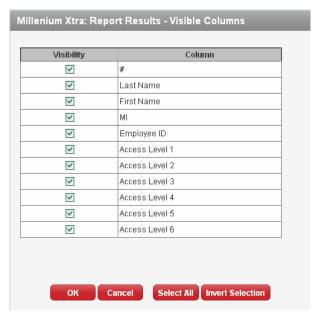
"To:" value could not be earlier then "From:" value, otherwise error popup message "Date from greater than date to." will appear.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.



Select column visibility using correspondent checkbox(-es).

Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

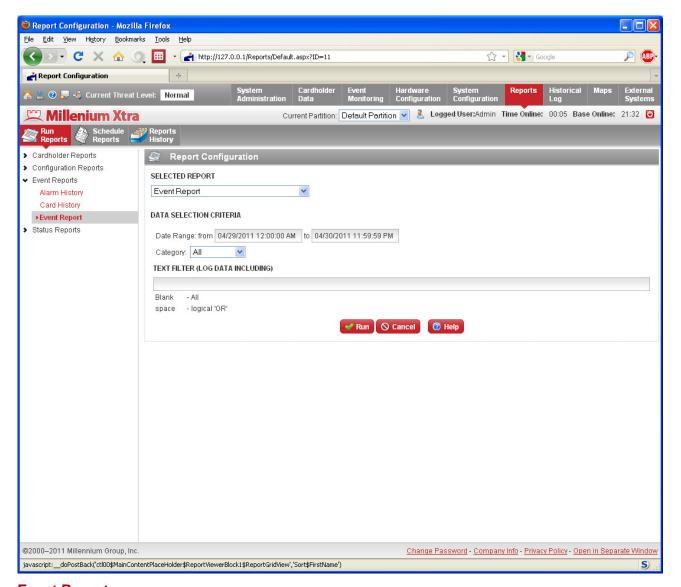
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Back button to enter another Data Selection Criteria.

# **Run Reports - Event Reports - Event Report**



### **Event Report**

To obtain the **Event Report**, select **Event Reports - Event Report** menu item from the **Left-side Menu**. Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

### **Event Report** has the following **Field Set** by default:

#, Date/Time, Category, Alarm Name, Alarm Priority, Status, Condition, Acknowledge Comment.

## **Event Report** has following **Data Selection Criteria**:

Date Range: from: to: (one day preceding to current by default)

Category drop-down (All, System, Controller, Door, Reader, Input, Output, Elevator, Cardholder, Operator)

**Category** drop-down has "All" value by default. It means that all the above mentioned categories will be processed.

**Text filter** (log data including) field. It is referred only to **Status** field.

If Text filter field is blank - all records will be chosen;

If **Text filter** field has wild card '\*' symbol(-s) - wild card criteria will be applied;

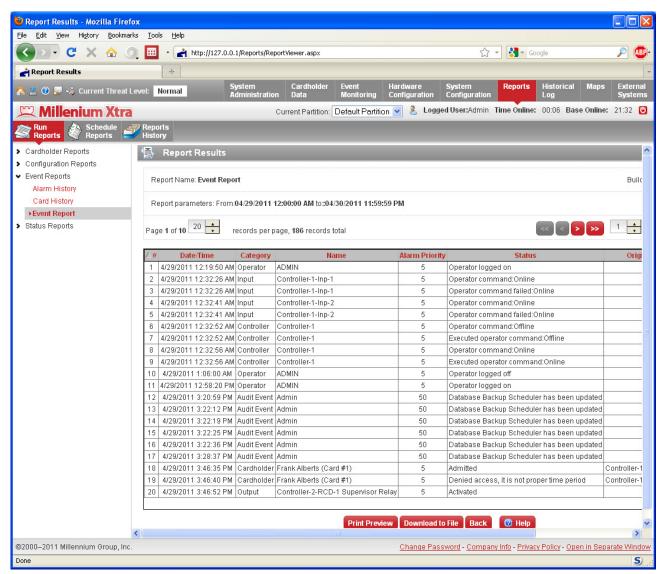
If **Text filter** field has one or more space ' 'symbol(-s) - logical 'OR' will be applied to all parts of string, divided by spaces.

Date Range: From: and To: criteria is referred only to Date/Time field. This is mandatory criteria. If "From:" or "To:" will be empty, popup error message "Date range from is empty." or "Date range to is empty." will appear.

"To:" value could not be earlier then "From:" value, otherwise error popup message "Date from greater than date to." will appear.

After **Data Selection Criteria** is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.

To select fields which will be displayed, press Columns button.



Select column visibility using correspondent checkbox(-es).

Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

Download to File button enables to save your report locally in a file.

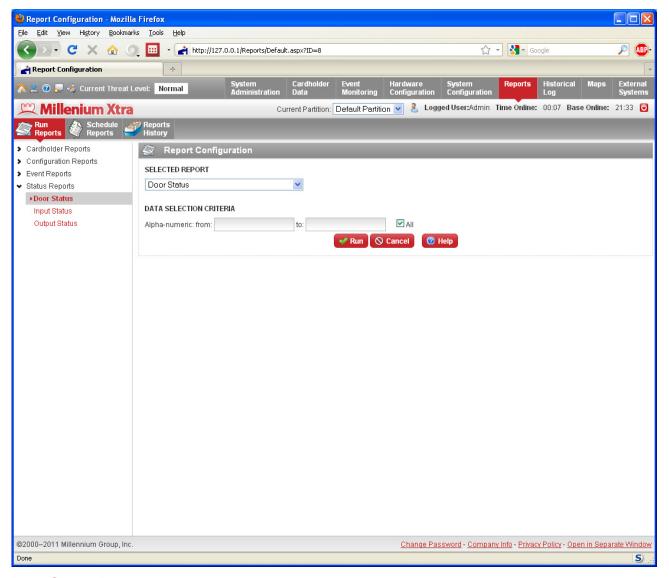
Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Back button to enter another Data Selection Criteria.

## **Status Reports**

## **Run Reports - Status Reports - Door Status**



### **Door Status Report**

To obtain the **Door Status Report**, select **Status Reports - Door Status** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Door Status Report has the following Field Set by default:

#, Door Name, Location, On Line, Status.

Door Status Report has following Data Selection Criteria:

Alpha-numeric: from: to:

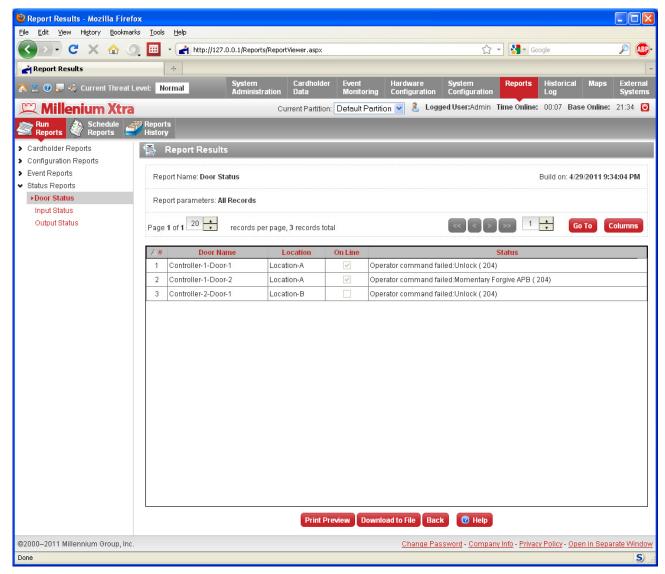
#### \*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Door Name** field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1-Door-1 To:Controller-1-Door-2) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.

To select fields which will be displayed, press Columns button.



Select column visibility using correspondent checkbox(-es).

Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Ocancel Dutton to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

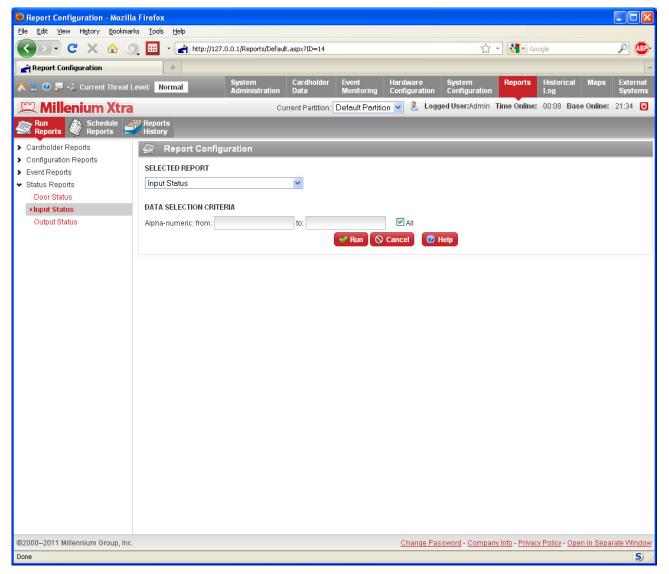
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Back button to enter another Data Selection Criteria.

# **Run Reports - Status Reports - Input Status**



### **Input Status Report**

To obtain the Input Status Report, select Status Reports - Input Status menu item from the Left-side Menu.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Input Status Report has the following Field Set by default:

#, Input Name, Location, On Line, Status.

Input Status Report has following Data Selection Criteria:

Alpha-numeric: from: to:

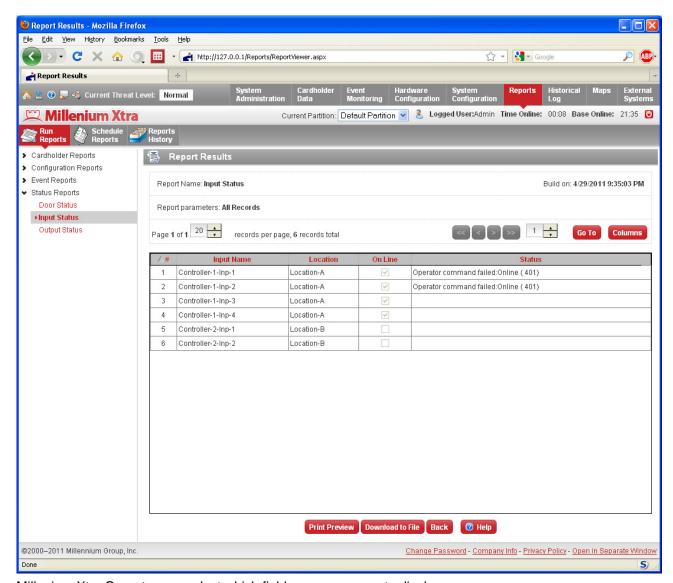
\*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to Input Name field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1-DR-1-Egress To:Controller-1-DR-2-Egress) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.

To select fields which will be displayed, press Columns button.



Select column visibility using correspondent checkbox(-es).

Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

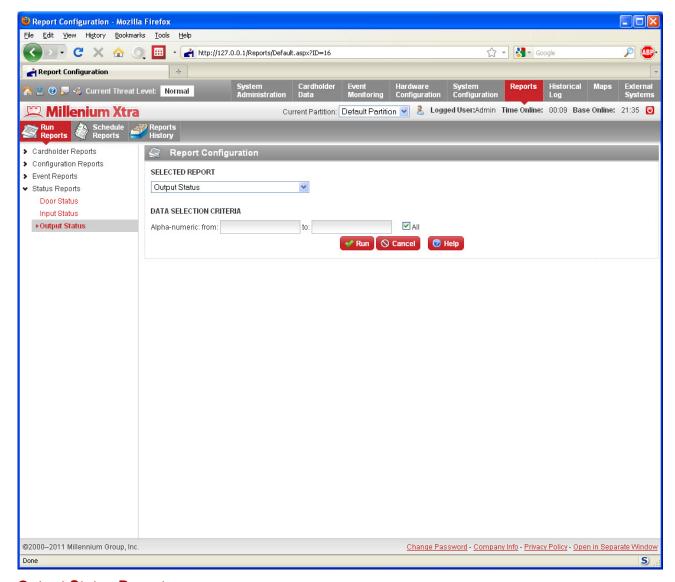
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Back button to enter another Data Selection Criteria.

# **Run Reports - Status Reports - Output Status**



## **Output Status Report**

To obtain the **Output Status Report**, select **Status Reports - Output Status** menu item from the **Left-side Menu**.

Alternatively, you may select the required type of report using the **Selected Report** dropdown on every screen.

Output Status Report has the following Field Set by default:

#, Output Name, Location, On Line, Status.

Output Status Report has following Data Selection Criteria:

Alpha-numeric: from: to:

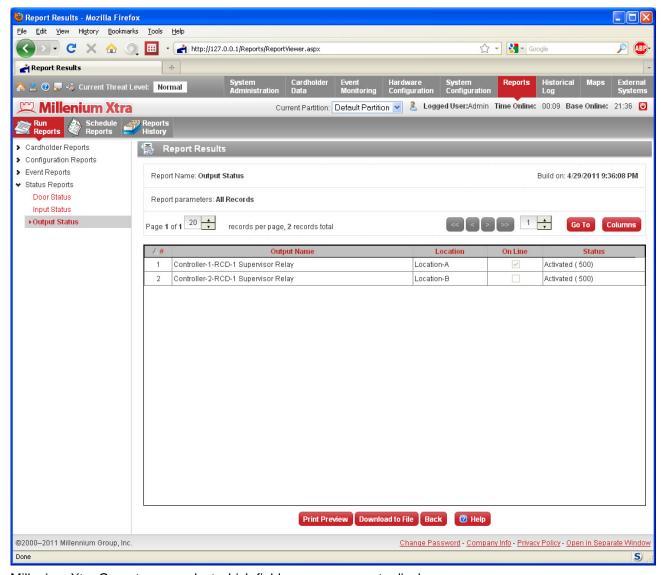
\*All checkbox

When All checkbox is checked, all records will be output.

**From:** and **To:** criteria are referred only to **Output Name** field. Must be typed exactly like this name is stored in database (i.e. From:Controller-1-Output-3 To:Controller-1-Output-6) to include boundary conditions. Criteria also may be input in a form From: A To: Y, or From: 1 To: Z, or From: Ab To: Wh etc. From: value should be "less" then To: value (in alphanumerical sense), otherwise error popup message will be displayed.

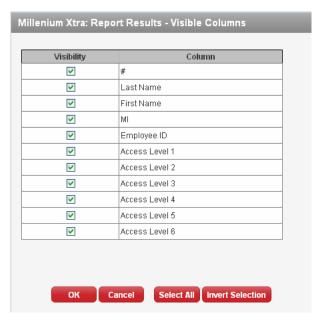
After Data Selection Criteria is defined, press Run button to obtain the report.

Report Results window will appear:



Millenium Xtra Operator can select which fields are necessary to display.

To select fields which will be displayed, press Columns button.



Select column visibility using correspondent checkbox(-es).

Select All button checks all the checkboxes.

Invert Selection button inverts your selection.

Press OK button to apply your selection.

Press Cancel button to cancel your selection.

If the number of records for output is too much to display on one screen, Millenium Xtra Operator can set up the number of records per page using the "records per page" selector. Just type in the required decimal number. Buttons <<, <, >, >> are used for navigation from one record to another and from one page to another. Page number selector with the "Go To" button is used for quick navigation to the certain page.

Print Preview button outputs the report data in a simple printable format.

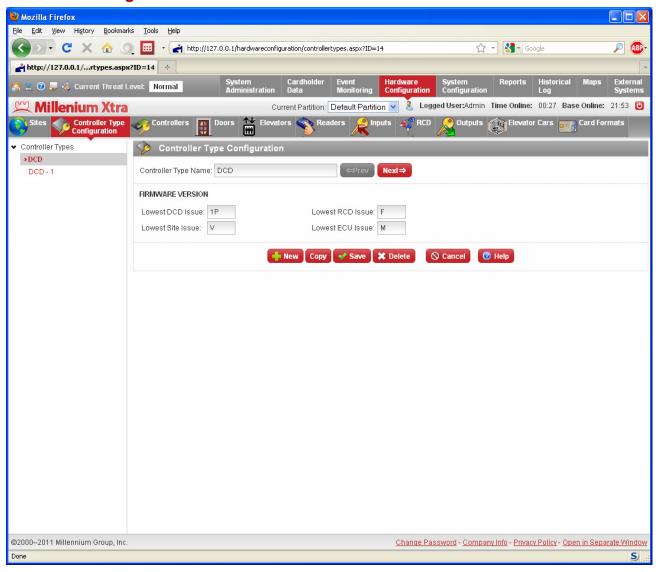
Download to File button enables to save your report locally in a file.

Supported output file formats are the following:

- Comma delimited (default)
- Tab delimited
- XML
- ADO.NET Dataset

Press Back button to enter another Data Selection Criteria.

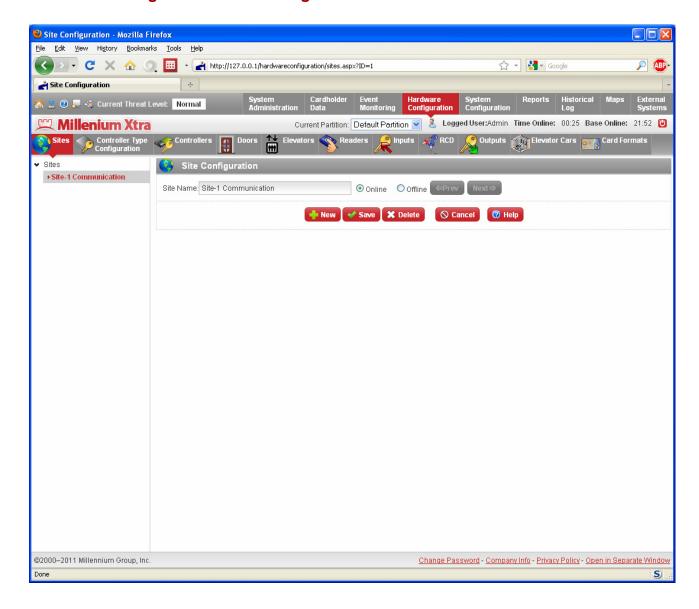
# **Hardware Configuration**



This section of the Millenium Xtra System is intended for viewing, editing, creation and removal of Hardware Devices Records.

All the information about Millenium Xtra System Hardware Devices is stored in 11 tabs: Sites, Controller Type Configuration, Controllers, Doors, Elevators, Readers, Inputs, RCD, Outputs, Elevator Cars, and Card Formats tab.

# **Hardware Configuration - Site Configuration**



Site Configuration Tab is necessary to configure available sites in the Millenium Xtra System.

#### Available Fields:

- Site Name field to assign Site Name.
- Status (has two options: Online or Ofline) Radio button to select Site Status.

### Available Buttons:

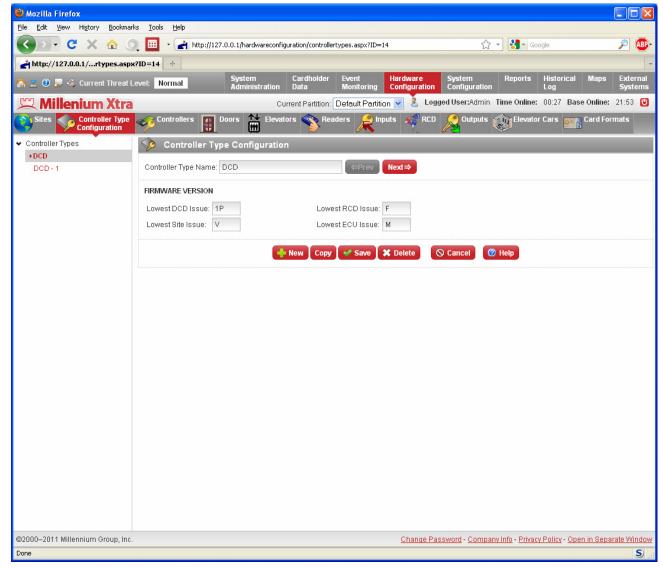
- New button for creation of a new Site. Press this button to create the new site.
- Save button for saving changes for the current screen
- Delete button for removal of selected Site
- Cancel cancels changes made for the current screen.

Select necessary Site using "Sites" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Site. Press Cancel button to cancel changes for the selected Site.

Press New button to create the record for the new Site in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - Controller Type Configuration**



Controller Type Configuration Tab is necessary to configure available Controller Types in the Millenium Xtra System. All available controller types may be easily found using "All Controller Types" tree in the left-side part of a screen.

#### Available Fields and Controls:

- Card Format Name: field to input the Name for the Card Format
- Site Polling Retry Count: field to input the Site Polling Retry Count (between 1 and 99). Any other
  input value causes an error "Polling Retry Count is wrong".
- Global Send Count: field to input the Global Send Count (between 1 and 9). Any other input value
  causes an error "Global Send Count is wrong".
- Online Update: set of two Radio buttons to select the Online Update value (Enable or Disable)
- **Firmware version:** set of four fields to assign lowest DCD, RCD, site and ECU values (Lowest DCD Issue, Lowest Site Issue, Lowest RCD Issue and Lowest ECU Issue). To assign these values, refer to the instructions below (**Firmware options**).

### Firmware options

### (1) Firmware (EPROM Issue level)

Millenium Xtra System software features and dialog fields reflect the oldest circuit board (firmware) operating in the access control network. In other words, the latest software features may not appear if even one old DCD, SCU, or RCD circuit board exists in your network.

In addition to having the latest EPROM installed in system devices, you must also record the latest issue levels in this setup file.

### Important!

The lowest EPROM issue levels for circuit board devices in the Millenium Xtra System appear in the first column.

	Lowest	Current (2006)
Lowest DCD EPROM issue level	R	1K
Lowest SCU EPROM issue level	T	V
Lowest RCD EPROM issue level	Е	F
Lowest ECU EPROM issue level	G	K

All access control DEVICES in the Millenium Xtra System must be at least the EPROM issue level listed as lowest for the Millenium Xtra System to operate. The current EPROM issue level is subject to change as new features are added to the software.

EPROM issue levels are identified by a paper label on the EPROM chip of the circuit board device.

(2) Miscellaneous (Site Clock Source: The default (Crystal) means the on-board clock on the Site Control Unit is used to set time. Keep this default clock in all but very unique circumstances.

The 50 or 60 Hz option changes the clock source from the circuit board device's on-board clock to an AC power source.

Auto Cold Reset Update: If a device loses all memory and returns the "Cold Reset" message, when this box is checked, the server will update that device automatically.

Display History While Logged off: Applies to server only, in debug mode.

Hide User and Door PIN: When checked, this option suppresses the display of the user PIN and Door PIN after it is first entered. Reports also will not print the PIN.

Social Security Number Format: This option gives you the option of selecting the format for entering the Social Security number in the User Profile. You can choose Canadian, American or other formats depending on the country where you are using the Millenium Xtra System. Whatever you select here will appear in the user profile sections where the number is optional.

### Available Buttons:

- New button for creation of a new Controller Type Format. Press this button to create the new Controller Type.
- Copy button to copy screen data for another Controller Type
- **Save** button for saving changes for the current screen
- **Delete** button for removal of selected Controller Type
- **Cancel** cancels changes made for the current screen.

Select Controller Type using "All Controller Types" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Controller Type. Press Cancel button to cancel changes for the selected Controller Type.

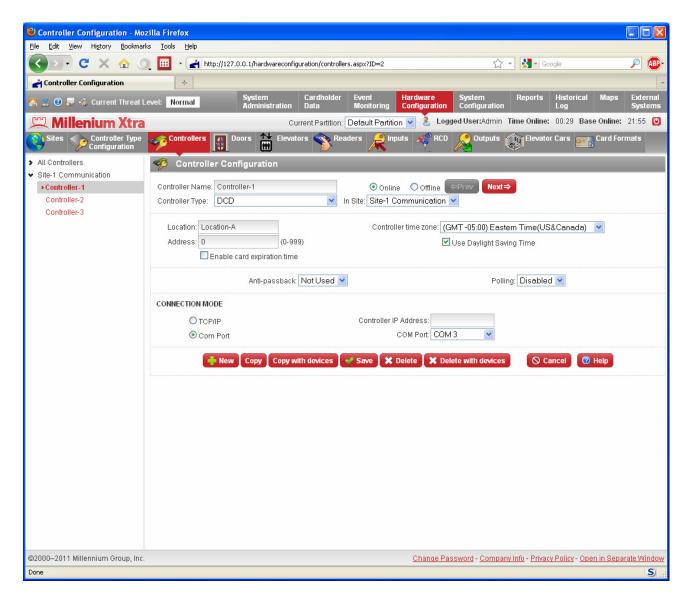
Press New button to create the record for new Controller Type in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for Controller Type in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - Controller Configuration**



Controller Configuration Tab is necessary to configure available controllers in the Millenium Xtra System. All available controllers are grouped by available Sites, and any of them may be easily found using "controllers by sites" tree in the left-side part of a screen.

Available Fields and Controls:

- Controller Name: field to input the Name for the Controller
- Controller Type: field to select the Type for the Controller (see Controller Types section)
- Status (has two options: Online or Ofline) Radio button to select Controller Status.
- In Site: field to select the Site for the Controller (see Sites section)
- Location: field to input the Location for the Controller
- Address: field to input the Address for the Controller (from 0 to 999)
- Controller Timezone: field to select the Timezone for the Controller
- Use Daylight Saving Time checkbox to select apply/not apply DST

- Anti-passback: field to select the Anti-passback mode for the Controller (Global, Paired or Not Used)
- Polling: field to select the Polling mode for the Controller (Enabled or Disabled)
- Connection mode selection: Radio button to select TCP/IP or COM port connection mode
- Controller IP Address: field to input IP Address for Controller (if TCP/IP connection mode is selected)
- COM Port: field to select COM Port number (if COM port connection mode is selected)

#### Available Buttons:

- New button for creation of a new Controller. Press this button to create the new Controller.
- Copy button to copy screen data for another Controller
- Save button for saving changes for the current screen
- Delete button for removal of selected Controller
- Cancel cancels changes made for the current screen.

Select controller using "controllers by sites" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Controller. Press Cancel button to cancel changes for the selected Controller.

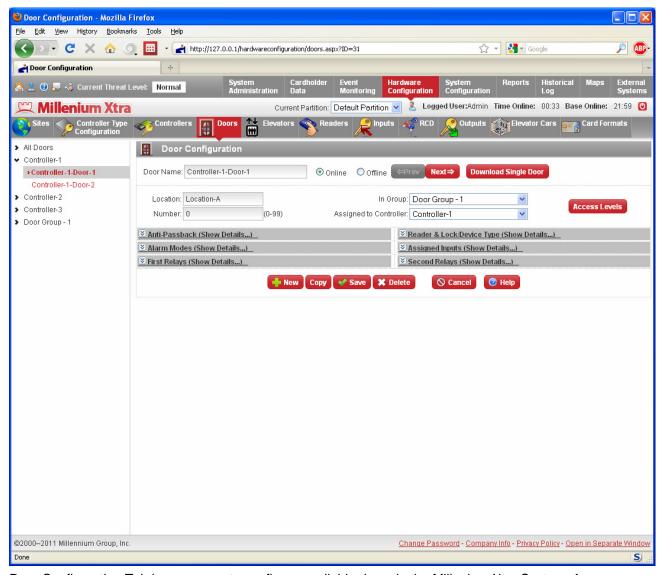
Press New button to create the record for new controller in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for new controller in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - Door Configuration**

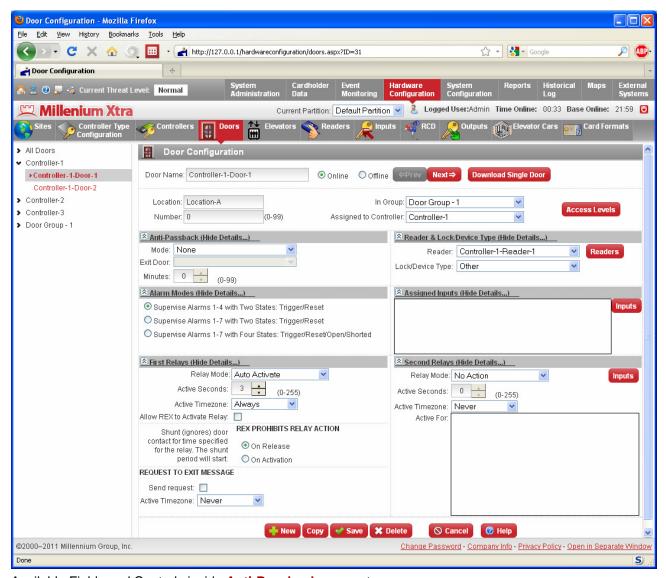


Door Configuration Tab is necessary to configure available doors in the Millenium Xtra System. Any necessary door may be easily found using "All Doors" tree in the left-side part of a screen.

Available Fields and Controls:

- Door Name: field to input the Name for the current Door
- Status (has two options: Online or Ofline) Radio button to select current Door's Status
- Location: field to input Location for the current Door
- Number: field to input Number for the current Door (between 0 and 99)
- In Group: field to select current Door's Group (if groups are available)
- Assigned to Controller: field to select DCD Controller for which the current Door is assigned (among available ones)
- Anti-Passback: group of controls to select Anti-Passback parameters for the current Door (use link Show Details.../ Hide Details...), see details below
- Alarm Modes: group of controls to select Alarm Modes parameters for the current Door (use link Show Details.../ Hide Details...), see details below

- First Relays: group of controls to select First Relays parameters for the current Door (use link Show Details.../ Hide Details...), see details below
- Reader & Lock/Device Type: group of controls to select Reader & Lock/Device Type parameters
  for the current Door (use link Show Details.../ Hide Details...), see details below
- Assigned Inputs: group of controls to select Assigned Inputs parameters for the current Door (use link Show Details.../ Hide Details...), see details below
- **Second Relays:** group of controls to select Second Relays parameters for the current Door (use link Show Details.../ Hide Details...), see details below



Available Fields and Controls inside **Anti-Passback** parameters group:

- Mode: Combo box to select Anti-Passback Mode for the current Door. Select necessary one among None, Global Entrance, Global Exit or Time Out Reset
- Exit Door: Combo box to select Exit Door for the current Door. Select necessary one among available
- **Minutes:** if selected **Mode** is "Time Out Reset", input Time Out Reset value here (in minutes, between 0 and 99)

Available Fields and Controls inside Alarm Modes parameters group:

• Alarm Mode: – group of Radio buttons to select Alarm Mode for the current Door.

### Select one among these three modes:

Supervise Alarms 1-4 with Two States: Trigger/Reset Supervise Alarms 1-7 with Two States: Trigger/Reset

Supervise Alarms 1-7 with Four States: Trigger/Reset/Open/Shorted

Available Fields and Controls inside **First Relays** parameters group:

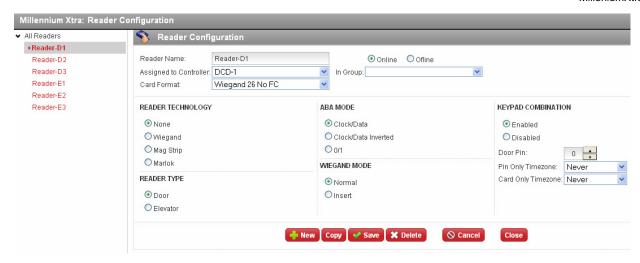
- Relay Mode: Combo box to select Relay Mode for the current Door. Select necessary one among No Action, Auto Activate, First User Auto Activate, Valid User, Reject User, Any User, Dual Custody
- Active Seconds: field to assign Active Seconds value for the current Door. Select necessary one among available (between 0 and 255). Note that if Relay Mode is set to No Action, this field is automatically set to 0 and is not accessible
- Active Timezone: field to select the Active Timezone parameters for the current Door Newer, Always, on working hours only (8AM 5 PM Mon-Fri)
- Allow REX to Activate Relay: checkbox to allow/disallow REX for relay activation
- **REX Prohibits Relay Action** group of Radio buttons to select the shunt period for the current Door. Shunt (ignores) door contact for time specified for the relay. The shunt period may be set to start On Release or On Activation
- Request to exit message subgroup of controls to send request parameters. Check or uncheck Send request: checkbox to choose necessary mode.
- Active Timezone: field to select Active Timezone parameters for sending request to exit massage from the current Door Newer, Always, on working hours only (8AM 5 PM Mon-Fri)

Available Fields and Controls inside **Reader & Lock/Device Type** parameters group:

- Reader: Combo box to select Reader for the current Door. Select necessary one among available (previously assigned).
- Lock/Device Type: Combo box to select Lock/Device Type for the current Door. Select necessary one among Other, Cylindrical, Electric Strike, Lever, Maglock, Mortise, Panic Device, Rim Cylinder
- Readers Button press this button to assign additional readers for the current door. Equivalent to Readers tab on Main Menu. If some changes were previously made on Doors page, popup will appear:



Press Yes to save or No to discard downloading of changes made on Doors page into the Millenium Xtra Database. Edit Readers page as usually:



Available Fields and Controls inside **Assigned Inputs** parameters group:

Assigned Inputs: – window to display assigned inputs for the current Door. No action is available
here.



Available Fields and Controls inside **Second Relays** parameters group:

- Relay Mode: Combo box to select Relay Mode for the current Door. Select necessary one among No Action, Auto Activate, First User Auto Activate, Valid User, Reject User, Any User, Selected Alarms, Mirror Selected Alarms, Last Person Out
- Active Seconds: field to assign Active Seconds value for the current Door. Select necessary one among available (between 0 and 255). Note that if Relay Mode is set to No Action, this field is automatically set to 0 and is not accessible
- Active Timezone: field to select the Active Timezone parameters for the current Door Newer, Always, on working hours only (8AM - 5 PM Mon-Fri)
- Active For: window to display all assigned inputs for the current door. All assigned inputs have
  checkboxes near their names. Check or uncheck these checkboxes to indicate which inputs for the
  second relay should be applied.

#### Available Buttons:

- New button for creation of a new Door. Press this button to create the new Door.
- Copy button to copy screen data for another Door
- Save button for saving changes for the current screen
- Delete button for removal of selected Door
- Cancel cancels changes made for the current screen.

Select Door using "All Doors" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Door. Press Cancel button to cancel changes for the selected Door.

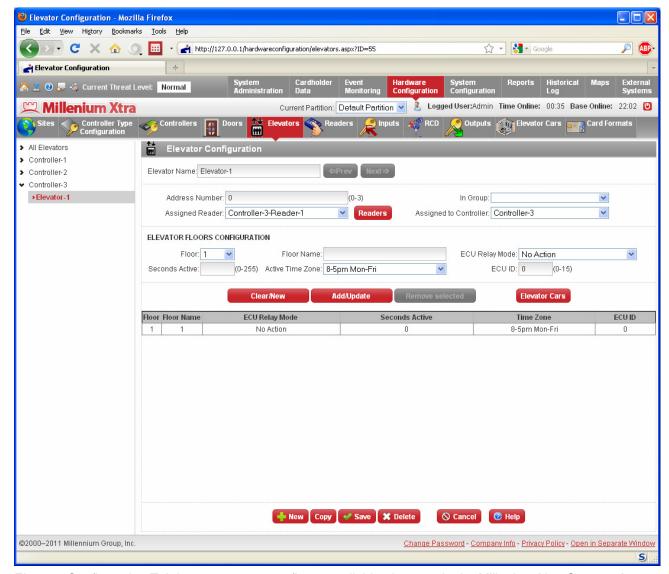
Press New button to create the record for new Door in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for new Door in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - Elevator Configuration**



Elevator Configuration Tab is necessary to configure available elevators in the Millenium Xtra System. Any necessary elevator may be easily found using "All Elevators" tree in the left-side part of a screen.

Available Fields and Controls:

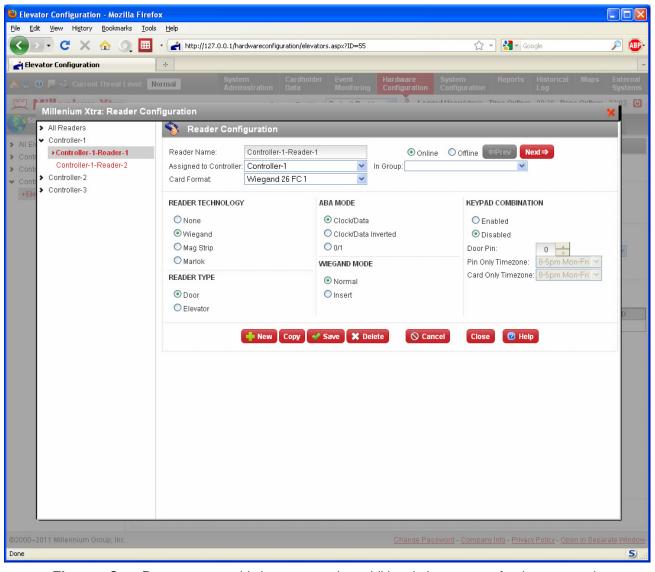
- Elevator Name: field to input the Name for the current Elevator
- Address Number: field to input Address Number for the current Elevator (between 0 and 3)
- Assigned Reader: field to select Reader for which the current Elevator is assigned (among available ones)
- In Group: field to select current Elevator's Group (if groups are available)
- Assigned to Controller: field to select DCD Controller for which the current Elevator is assigned (among available ones)
- Elevator Floors Configuration group of controls for floors configuration

Elevator Floors Configuration Fields and Controls:

- Floor: Combo box to set up floor value for the current elevator.
- Floor Name: field to assign name for the selected floor (see above, Floor: Combo box)
- **ECU Relay Mode:** Combo box to set up ECU Relay Mode for the current elevator and floor ECU. Choose necessary one among No Action, Auto Activate, First User Auto Activate, Valid User, Reject User, Any User
- **Seconds Active:** field to assign number of seconds for ECU activity for the current elevator and floor ECU (between 0 and 255)
- Active Timezone: field to select Active Timezone parameters for the current elevator and floor ECU - Newer, Always, on working hours only (8AM - 5 PM Mon-Fri)
- ECU ID: Unique ECU ID for the current elevator and floor ECU (between 0 and 15)
- Readers Button press this button to assign additional readers for the current elevator. This button is equivalent to Readers tab on Main Menu. If some unsaved changes were previously made on Elevators page, popup will appear:



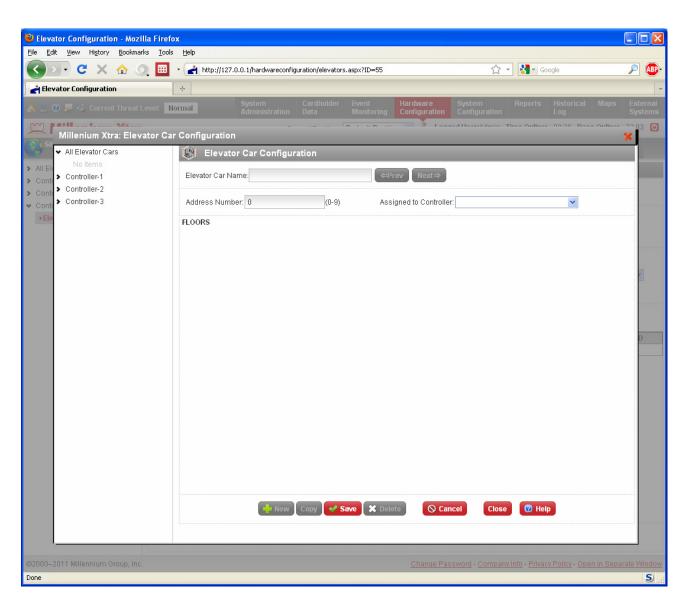
Press Yes to save or No to discard downloading of changes made on Elevators page into the Millenium Xtra Database. Edit Readers page as usually:



• Elevator Cars Button – press this button to assign additional elevator cars for the current elevator. This button is equivalent to Elevator Cars tab on Main Menu. If some unsaved changes were previously made on Elevators page, popup will appear:



Press Yes to save or No to discard downloading of changes made on Elevators page into the Millenium Xtra Database. Edit Elevator Cars page as usually:



### Available Buttons:

- Clear/New button for creation of a new Elevator/Floor control record in a table. Always press this button to clear all data on you screen and prepare to create the new record in a table
- Add/Update button for adding of a new Elevator/Floor control record in a table. Always press this
  button when you are ready to save a new Elevator/Floor control record or update an existing
  Elevator/Floor control record in a table
- Remove selected button for removing of a highlighted Elevator/Floor control record in a table. Highlight the necessary record in a table (by clicking on it). Press Remove selected button. The popup will appear:

### **Millenium Xtra: Elevator Configuration**

Do you want to delete selected floor?

Yes No

Press Yes to delete the selected record or press No to cancel delete operation.

 New – button for creation of a new Elevator. Press this button to create the new Elevator record in the Millenium Xtra Database. New elevator will appear in "All Elevator" tree in the left-side part of a screen immediately after pressing Save button

- Copy button to copy screen data (elevator/floor assignments) for another Elevator
- Save button for saving changes for the current screen
- Delete button for removal of selected Elevator
- Cancel cancels changes made for the current screen.

Select Elevator using "All Elevator" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Elevator. Press Cancel button to cancel changes for the selected Elevator.

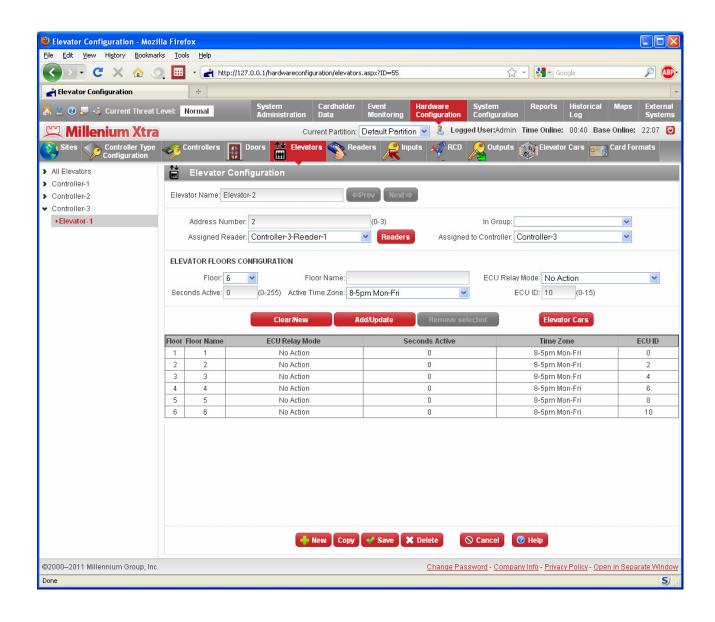
Press New button to create the record for new Elevator in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



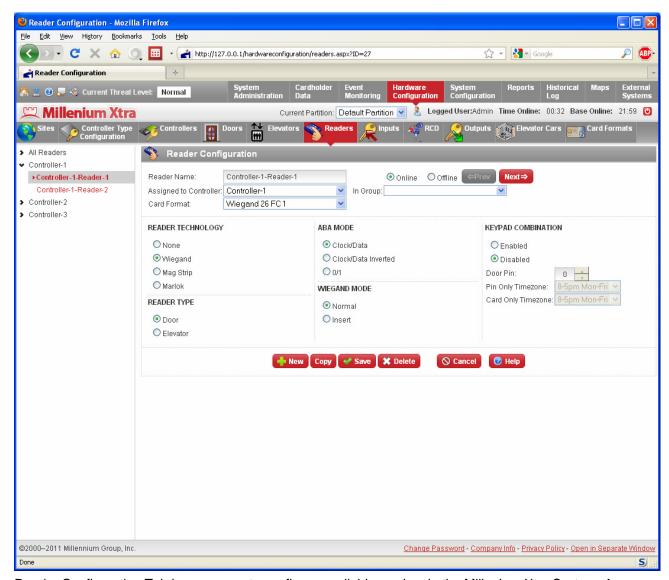
Press Copy button to create the record for new Elevator in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



After adding of some elevator/floor ECU assignments, your screen will look like this:



# **Hardware Configuration - Reader Configuration**



Reader Configuration Tab is necessary to configure available readers in the Millenium Xtra System. Any necessary reader may be easily found using "All Readers" tree in the left-side part of a screen.

Available Fields and Controls:

- Reader Name: field to input the Name for the current Reader
- Assigned to Controller: field to select the Controller name for the for the current Reader (among available ones)
- Card Format: field to select the Card Format for the current Reader (among Wiegand-26 No FC, or Wiegand-26 FC 1)
- Status (has two options: Online or Ofline) Radio button to select Reader Status.
- In Group: field to select the Reader's Group (if groups are available)
- Reader Technology: group of Radio buttons to select Reader Technology. Select necessary one among None, Wiegand, Mag Strip or Marlok

- Reader Type: group of Radio buttons to select Type of current reader. Select necessary one among Door or Elevator
- ABA Mode: group of Radio buttons to select ABA Mode of current reader. Select necessary one among Clock/Data, Clock/Data Inverted, or 0/1
- Wiegand Mode: group of Radio buttons to select Wiegand Mode of current reader. Select necessary one among Normal or Insert
- **Keypad Combination:** group of Radio buttons to select Keypad Combination of current reader. Select necessary one among Enabled or Disabled
- Door Pin: if Keypad Combination is enabled, input Door Pin number here (any number between 0 and 9999)
- Pin Only Timezone: if Keypad Combination is enabled, select Pin Only Timezone here. Select necessary value among Never, Always or 8-5pm Mon-Fri
- Card Only Timezone: if Keypad Combination is enabled, select Card Only Timezone here. Select necessary value among Never, Always or 8-5pm Mon-Fri

#### Available Buttons:

- **New** button for creation of a new Reader. Press this button to create the new Reader.
- Copy button to copy screen data for another Reader
- **Save** button for saving changes for the current screen
- **Delete** button for removal of selected Reader
- **Cancel** cancels changes made for the current screen.

Select Reader using "All Readers" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Reader. Press Cancel button to cancel changes for the selected Reader.

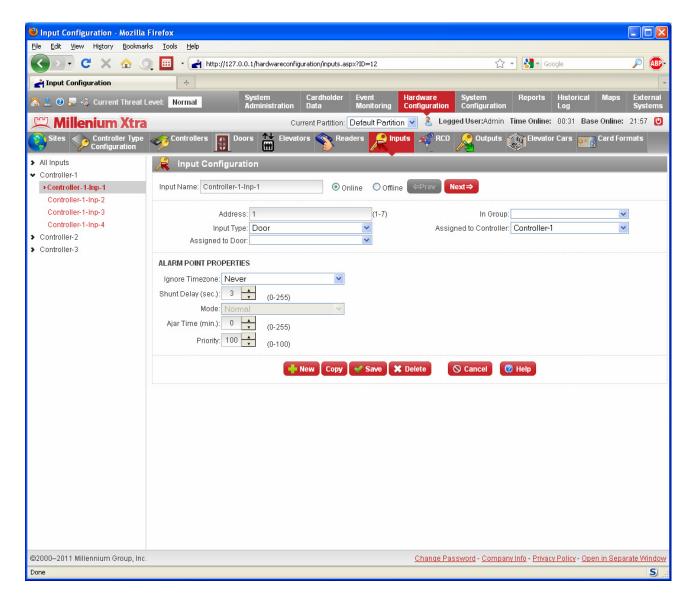
Press New button to create the record for new Reader in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for new Reader in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - Input Configuration**



Input Configuration Tab is necessary to configure available inputs in the Millenium Xtra System. Any necessary input may be easily found using "All Inputs" tree in the left-side part of a screen.

Available Fields and Controls:

- Input Name: field to input the Name for the Input
- Status (has two options: Online or Ofline) Radio button to select Input Status.
- Address: field to input the Address for the Input (from 1 to 7)
- **Input Type:** field to select the Type of the Input (Door or Elevator)
- Assigned to Door: field to input the Door for the Input (if input has Door Type)
- Assigned to Elevator: field to input the Elevator for the Input (if input has Elevator Type)
- In Group: field to select the Input's Group (if groups are available)
- Assigned to Controller: field to select the Controller for the Input

- Alarm Point Properties group of controls below, which refers to properties of alarm point.
   Includes Ignore Timezone, Shunt Delay, Mode, Ajar Time, Priority parameters.
- **Ignore Timezone:** field to select the Timezone parameters ignoring for the current Input Newer, Always, on working hours only (8AM 5 PM Mon-Fri)
- Shunt Delay (sec.): field to select Shunt Delay value (from 0 to 255) for the current Input, in seconds
- Mode: field to input mode for the current Input
- Ajar Time (min.): field to select Ajar Time value (from 0 to 255) for the current Input, in minutes
- Priority: field to select priority for the current Input (absolute number from 0 to 100)

#### Available Buttons:

- New button for creation of a new Input. Press this button to create the new Input.
- Copy button to copy screen data for another Input
- Save button for saving changes for the current screen
- Delete button for removal of selected Input
- Cancel cancels changes made for the current screen.

Select Input using "All Inputs" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Input. Press Cancel button to cancel changes for the selected Input.

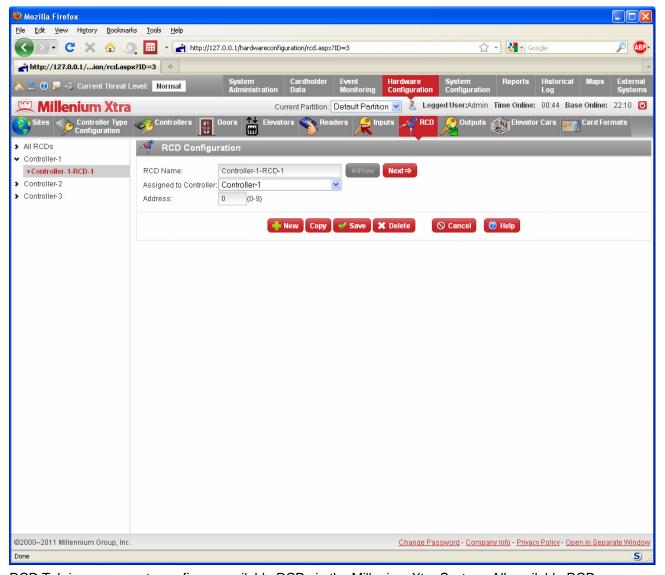
Press New button to create the record for the new Input in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for new Input in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - RCD**



RCD Tab is necessary to configure available RCDs in the Millenium Xtra System. All available RCDs may be easily found using "All RCDs" tree in the left-side part of a screen.

#### Available Fields and Controls:

- RCD Name: field to input the Name for the RCD. Empty value causes an error "Name is empty"
- Assigned to Controller: field to select corresponding RCD Controller (Among available RCD or DCD controllers). Empty value causes an error "Controller is empty"
- Address: field to input the address of RCD (value between 0 and 9)

### **Available Buttons:**

- New button for creation of a new RCD. Press this button to create the new RCD.
- Copy button to copy screen data for another RCD
- Save button for saving changes for the current screen

- Delete button for removal of selected RCD
- Cancel cancels changes made for the current screen.

Select RCD using "All RCDs" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected RCD. Press Cancel button to cancel changes for the selected RCD.

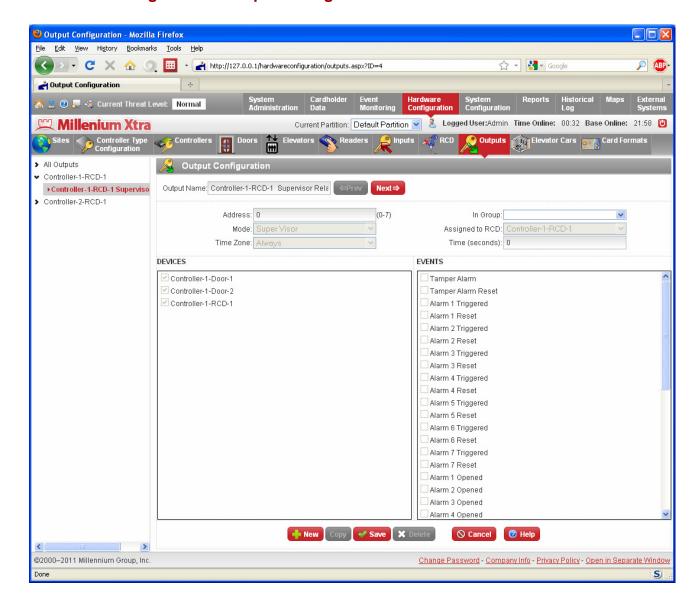
Press New button to create the record for new RCD in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for RCD in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - Output Configuration**



Output Configuration Tab is necessary to configure available outputs in the Millenium Xtra System. Any necessary output may be easily found using "All Outputs" tree in the left-side part of a screen.

Available Fields and Controls:

- Output Name: field to input the Name for the Output
- Address: field to input the Address for the Output (from 0 to 7)
- Mode: field to input mode for the current Output. Select among Timed Release, Timed Activation,
   Timezone Activation, Alarm Latch, First Event Activation, First Event Release
- Timezone: field to select the Timezone for the current Output Newer, Always, on working hours only (8AM–5PM Mon–Fri)
- Output Type: field to select the Type of the Input (Door or Elevator)
- In Group: field to select the Output's Group (if groups are available)

- Assigned to RCD: field to input the RCD for the current Output. Select necessary RCD among available ones.
- **Time (seconds):** field to input the activity time for the Output (in seconds)
- Devices List window for selection of appropriate DCD and RCD devices for the current output (See the description below).
- **Events List** window for selection of appropriate events for the current output (See the description below).

Devices List - here all available DCD and RCD devices with checkboxes are displayed. Check or uncheck checkboxes only for those devices which are correlated with the current Output.

Events List – here all available events (which may be correlated with the current Output) with checkboxes are displayed. Check or uncheck checkboxes only for those events which are correlated with the current Output. Full list of possible events is presented below:

Tamper Alarm, Tamper Alarm Reset, Alarm 1 Triggered, Alarm 1 Reset, Alarm 2 Triggered, Alarm 2 Reset, Alarm 3 Triggered, Alarm 3 Reset, Alarm 4 Triggered, Alarm 4 Reset, Alarm 5 Triggered, Alarm 5 Reset, Alarm 6 Triggered, Alarm 6 Reset, Alarm 7 Triggered, Alarm 7 Reset, Alarm 1 Opened, Alarm 2 Opened, Alarm 3 Opened, Alarm 4 Opened, Alarm 5 Opened, Alarm 6 Opened, Alarm 7 Opened, Alarm 1 Shorted, Alarm 2 Shorted, Alarm 3 Shorted, Alarm 4 Shorted, Alarm 5 Shorted, Alarm 6 Shorted, Alarm 7 Shorted, Unlock, Invalid User, Invalid Time, Passback Reject, Request to Exit, Remote Unlock, Bypass, Bypass Reset, Polling Failed, Polling Restored, Door Ajar.

#### Available Buttons:

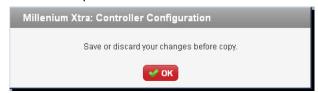
- **New** button for creation of a new Controller. Press this button to create the new Controller.
- Copy button to copy screen data for another Controller
- Save button for saving changes for the current screen
- **Delete** button for removal of selected Controller
- **Cancel** cancels changes made for the current screen.

Select Input using "All Outputs" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Output. Press Cancel button to cancel changes for the selected Output.

Press New button to create the record for new Output in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:

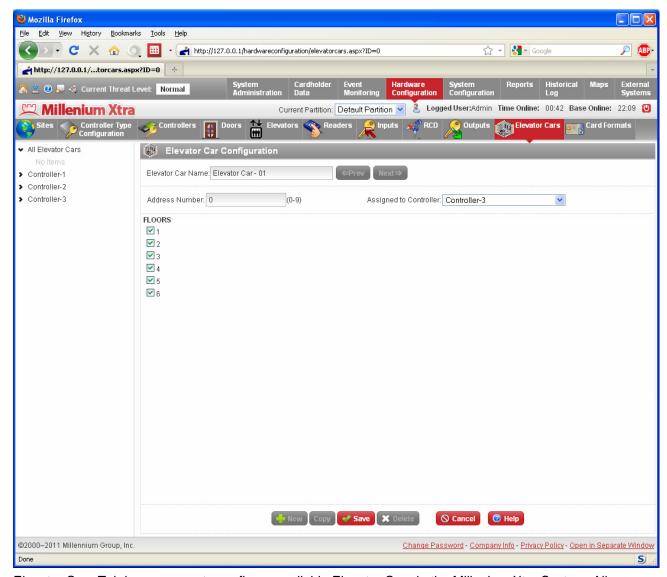


Press Copy button to create the record for new Output in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



Note. Supervisor Relayed Oututs (Outputs with Super Visor mode) could not be edited, copied or removed.

# **Hardware Configuration - Elevator Cars**



Elevator Cars Tab is necessary to configure available Elevator Cars in the Millenium Xtra System. All available Elevator Cars may be easily found using "All Elevator Cars" tree in the left-side part of a screen.

#### Available Fields and Controls:

- Elevator Car Name: field to input the Name for the Elevator Car
- Address Number: field to input the Address Number for the Elevator Car (between 0 and 9). Any other input value causes an error "Address Number is wrong"
- Assigned to Controller: field to select DCD controller (among available in the Millenium Xtra System)
- Floors: window which displays assigned floors for the current Elevator Car.

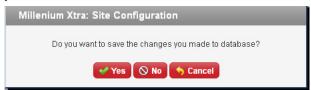
#### **Available Buttons:**

- New button for creation of a new Elevator Car. Press this button to create the new Elevator Car.
- Copy button to copy screen data for another Elevator Car

- Save button for saving changes for the current screen
- Delete button for removal of selected Elevator Car
- Cancel cancels changes made for the current screen.

Select Elevator Car using "All Elevator Cars" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Elevator Car. Press Cancel button to cancel changes for the selected Elevator Car.

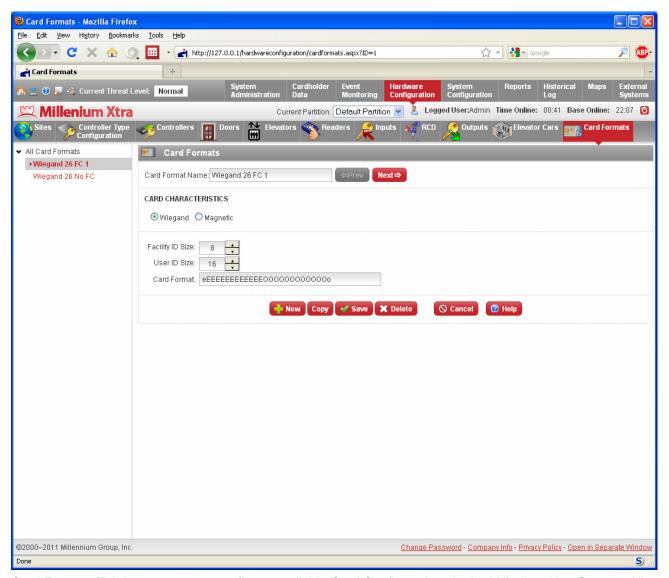
Press New button to create the record for new Elevator Car in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for Elevator Car in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



# **Hardware Configuration - Card Formats**



Card Formats Tab is necessary to configure available Card Configurations in the Millenium Xtra System. All available card formats may be easily found using "All Card Formats" tree in the left-side part of a screen.

#### Available Fields and Controls:

- Card Format Name: field to input the Name for the Card Format
- Card Characteristics group of controls to assign Card Format characteristics
- **Card Characteristics** set of two Radio buttons to select various characteristics of a card. Select one among these features: Magnetic, Wiegand.
- Facility ID Size: field to input the Facility ID Size (between 0 and 65535, see Data Formats below)
- User ID Size: field to input the User ID Size (between 0 and 65535, see Data Formats below)
- Parity Check Format: field to input the Parity Check Format (see Data Formats below)

#### Available Buttons:

New – button for creation of a new Card Format. Press this button to create the new Card Format.

- Copy button to copy screen data for another Card Format
- Save button for saving changes for the current screen
- **Delete** button for removal of selected Card Format
- Cancel cancels changes made for the current screen.

Select Card Format using "All Card Formats" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Card Format. Press Cancel button to cancel changes for the selected Card Format.

Press New button to create the record for new controller in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press Copy button to create the record for Card Format in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



#### **Data Formats**

Wiegand is a standard card reader technology that describes data output from a reader. Wiegand has evolved into one the standard interfaces for access code data formats. Wiegand outputs bit patterns.

The standard 26-bit Wiegand format is the default used in the Millenium Xtra System. (Any other data bit output – Data Format – either 37-bit or custom, must be recorded, exactly, in the Millenium Xtra System)

Bit = smallest bit of information a computer can discern.

Byte = 8 bits of information

NOTE: Wiegand output has two mode settings.

- Normal is the standard mode where the device reads the data bit code without regard for the direction in which the card is used. (Includes Proximity card and Touch chip readers.)
- Insert mode is for devices that read the data bit code as the card is removed from the reader.

### **DATA FORMAT options:**

Wiegand (default):

#### eEEEEEEEEEEOOOOOOOOOo

Above default shows 12 EVEN parity-making data bits & 12 ODD parity-making data bits.

An EVEN parity leader ("e") and an ODD parity trailer ("o") mean the respective data bits go through a parity calculation for verification. Parity is required for 26-bit Wiegand.

### Parity Check (to verify data:)

- EVEN parity leader ("e")
- ODD parity trailer ("o")

### **DISPLAY FORMAT options:**

- 5 display option:
- 8 facility code bits, and
- 16 ID code bits

### Card data output:

- byte
- bytes

### Code displayed in software:

- 256 different codes (0-255)
- 65,536 different codes (0-65,535) within each facility code

The DATA FORMAT above will produce the 3-5 decimal format access code if you retain the default bbbbbbbb DISPLAY FORMAT.

### Hex display options:

6 hexadecimal characters (0-9 and A-F)

The DATA FORMAT above will produce the 6-character hex access code if you record the six Hex character (HHHHHHH) DISPLAY FORMAT.

NOTE: Dallas Touch readers require this HEX display option. Dallas keys will vary from 6 to 8 or 10 H characters, depending on the chip.

NOTE: Remember, if you use Hexadecimal Display format required by Dallas Touch/chip keys, you will not be able to read the number on the User card. Be sure that you have entered the number correctly and that you maintain an accurate list of all the numbers elsewher

#### **Decimal display option:**

8 decimal digits (0-9)

### Code displayed in software:

The DATA FORMAT above will produce the 8-decimal access code if you record the DDDDDDD DISPLAY FORMAT.

#### **Custom Wiegand:**

(greater than 26-bit Wiegand)

DATA FORMATs for custom Wiegand may or may not use PARITY bits.

A custom Wiegand would be required for 3-5 displays with facility codes greater than 255.

37-bit or custom, must be recorded exactly in the Millenium Xtra System.

Normally, on proximity type cards, the first and last bit are ignored for custom formats.

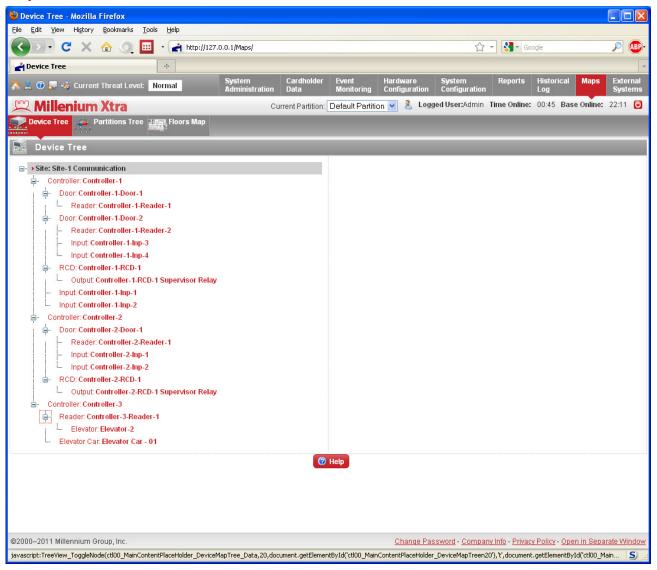
This format has 35 bits of data and two parity bits, which are ignored. You would choose the second radio buton- Decimal Wiegand, wich would display the card number in decimal.

The letter "N" means read data bit, the period (.) means ignore data bit.

### Important!

Data formats for each type of card (other than cards supplied by the Millenium Xtra System) are proprietary and are not the responsibility of the Millenium Xtra System. Please contact the vendor/manufacturer of the cards for exact specifications to ensure that you are using the correct format.

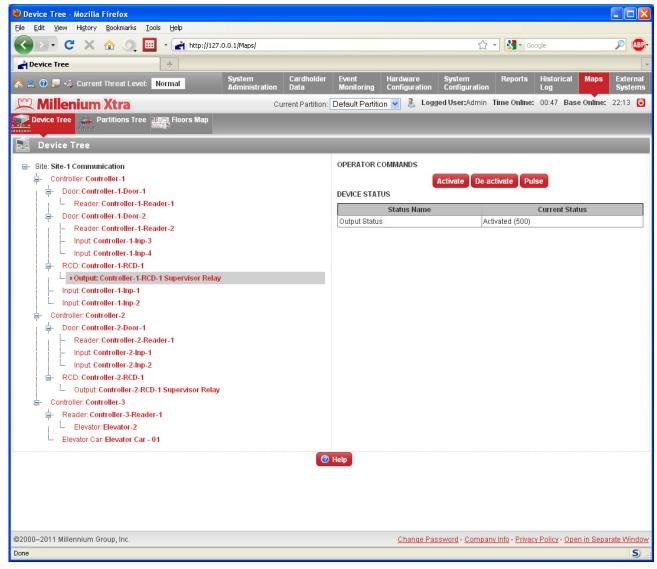
## **Maps**



# Maps menu includes following submenus:

- Device Tree
- Partitions Tree
- Floors Map

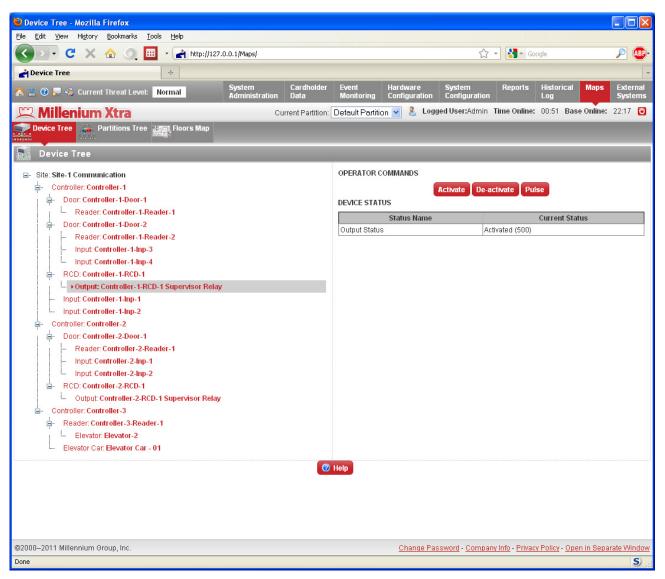
### **Maps - Device Tree**



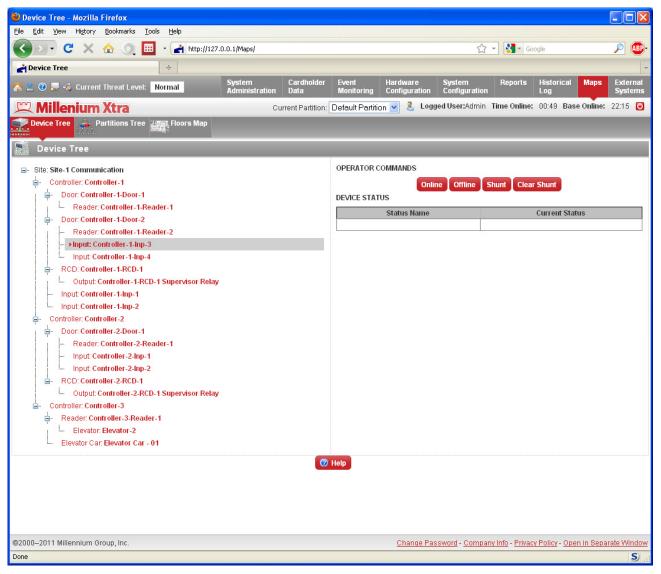
**Map – Devices Tree** section allows viewing current Millenium Xtra System devices tree in a convenient, tree-like mode.

Use **Devices Tree** to easily navigate between Millenium Xtra System devices (objects) - sites, controllers, readers, doors, elevators, elevator cars, RCDs, inputs and outputs. Any end device (when it is selected by clicking within the tree), shows the corresponding device status in right-side part of a screen. There is a table of statuses here, which has two columns: Status Name and Current Status. The Millenium Xtra System Operator also has the ability to send operator commands to selected end device. Depending on what type of devices is selected, there are different sets of buttons for sending operator commands. These sets of buttons are described below:

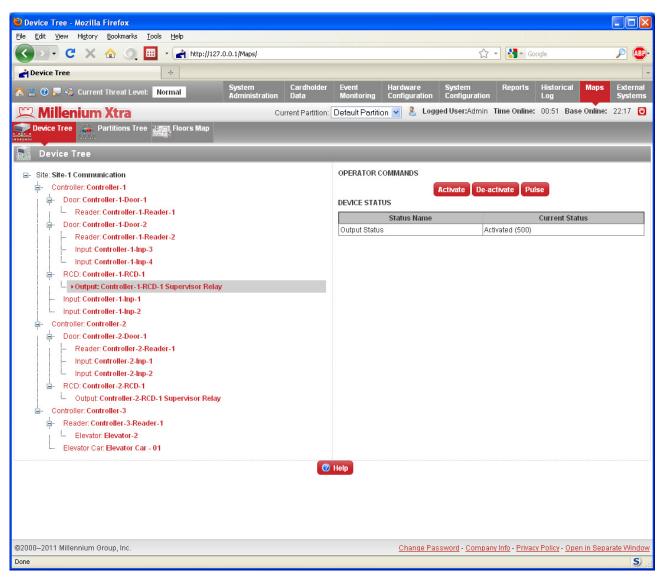
A) Available operator commands (buttons) for DCD Controllers and Readers are:



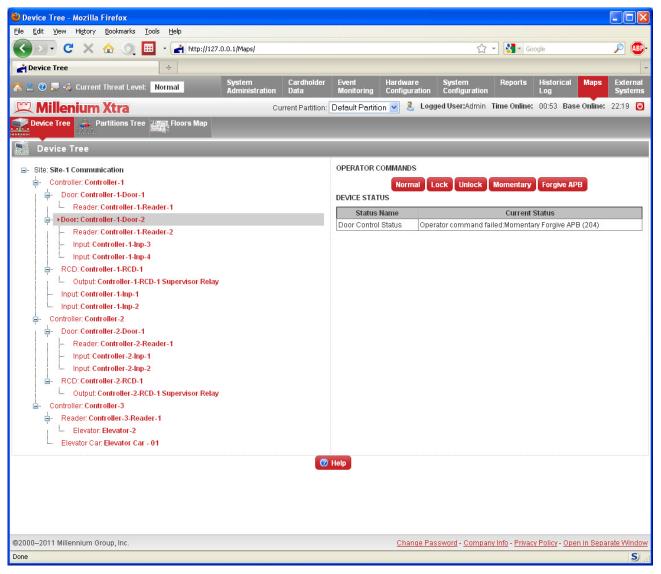
- Online
- Offline
- **B)** Available operator commands (buttons) for **Inputs** are:



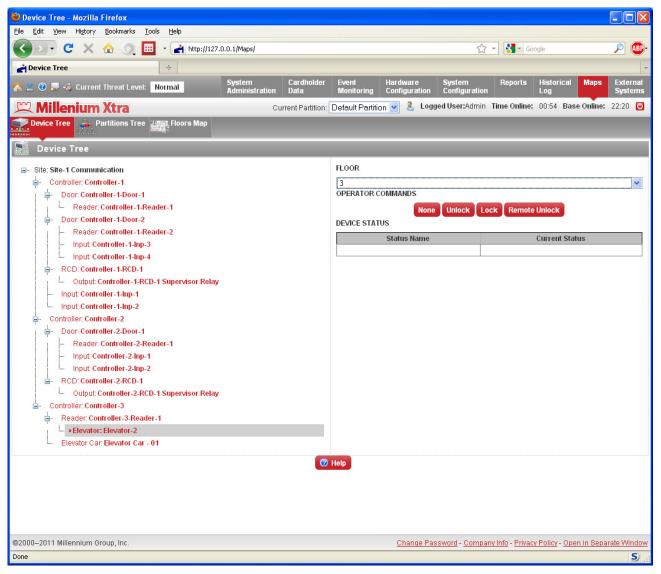
- Online
- Offline
- Shunt
- Clear Shunt
- **C)** Available operator commands (buttons) for **Outputs** are:



- Activate
- De-Activate
- Pulse
- **D)** Available operator commands (buttons) for **Doors** are:



- Normal
- Lock
- Unlock
- Momentary
- Forgive APB
- **E)** Available operator commands (buttons) for **Elevators** are:

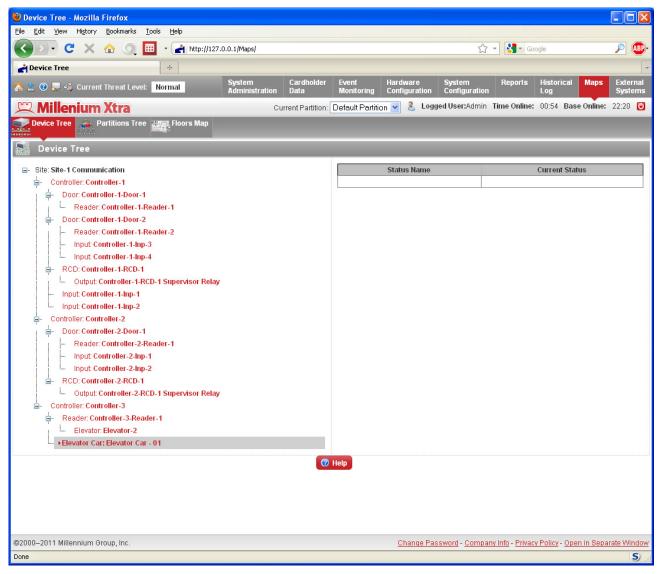


- None
- Unlock
- Lock
- Remote Unlock

Note: Choose the required floor before sending any operator command.

Only after this abovementioned four buttons will appear.

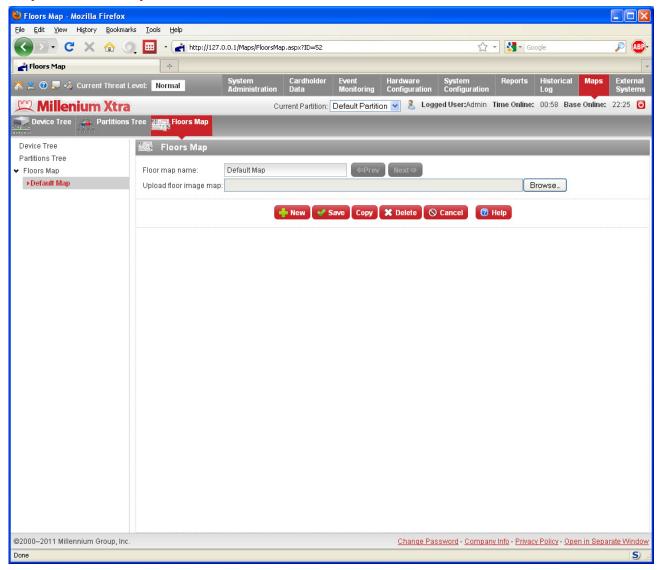
F) Available operator commands (buttons) for Elevator Cars are:



• operator commands (buttons) for Elevator Cars are not available.

Note: Only device statuses are available for this kind of devices.

### **Maps - Floors Map**



Floors Map shows all Millenium Xtra System floors in obvious, convenient form. Underlaying bitmaps (graphic files) may be used for best visual representation.

#### **Available Buttons:**

- **+New** button for creation of a new Floor Map. Press this button to create the new Floor Map.
- Save button for saving changes for the current screen
- Copy button to copy screen data for another Floor Map
- Delete button for removal of selected Floor Map
- Cancel cancels changes made for the current screen.

Select Floor Map using "Floors Map" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press **Save** button to save changes for the selected Floor Map. Press **Cancel** button to cancel changes for the selected Floor Map.

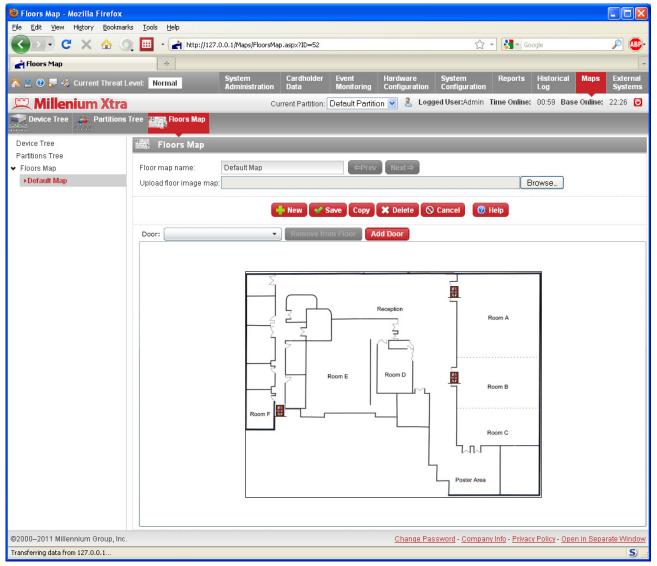
Press **New** button to create the record for new Floor Map in the Millenium Xtra System. Previous data on your screen should be saved or discarded before this operation:



Press **Copy** button to create the record for Floor Map in the Millenium Xtra System using already entered data (which are displayed on your screen). Previous data on your screen should be saved or discarded before this operation:



### **Quick guide for creation of Floor Maps and doors placement:**



To create a **Floor Map**, upload corresponding **bitmap file** with floor plan, and arrange existing **Door(-s)**, proceed the following steps:

Select one of existing Floor Maps using left-side "Floors Map" tree, or press +New button to create new Floor Map.

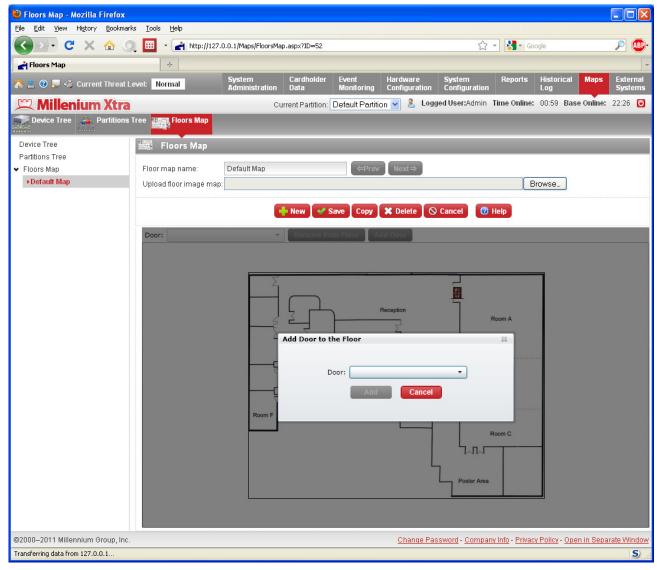
### Input Floor map name:

**Upload floor image map:** (press grey **Browse** button and select necessary local bitmap file with floor plan)

Press Save button to upload bitmap file and save changes.

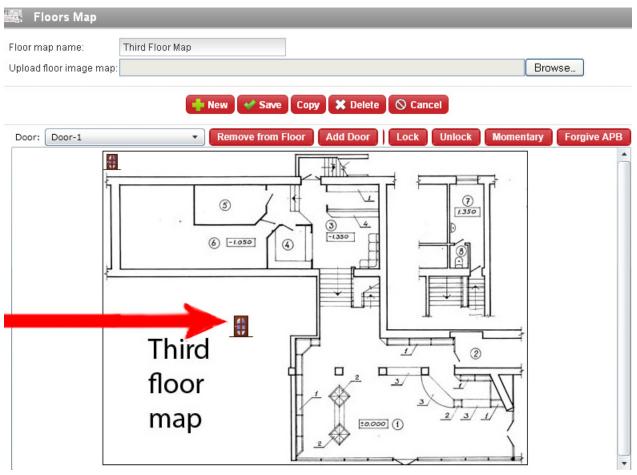
After saving, six new buttons, Door Selector Combo box and uploaded floor plan for the current floor will be displayed. Only one button is active now – **Add Door**.

Press Add Door button. Your screen will look as shown below:



Select necessary door name to be placed on a floor plan and press Add button.

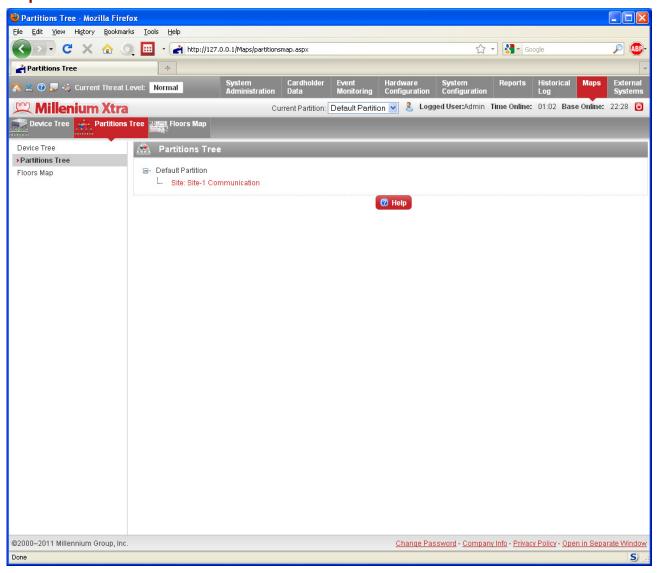
Drag and drop Door icon to necessary place:



Add another door(-s) using **Add Door** button, remove existing door(-s) using **Remove From Floor** button, or send one of Operator Commands (buttons **Lock**, **Unlock**, **Momentary**, **Forgive APB**) to any of the selected doors.

Save current Floor Map record to the Millenium Xtra Database using **Save** button.

# **Maps - Partitions Tree**

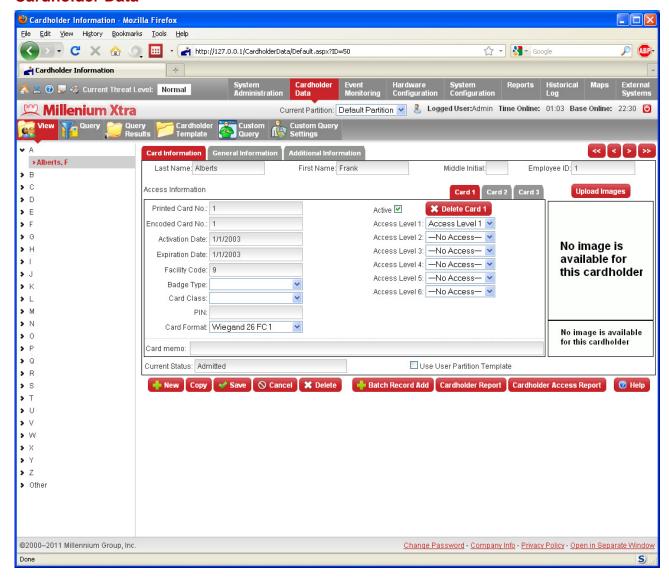


Partitions tree shows all available Millenium Xtra System partitions and sites in tree-like, convenient form. Conventional Partitions Tree looks like this:

### **Partitions Tree:**

- Default Partition
  - Site: Site-1 Communication
  - Site: Site-2 Communication
  - Site: Site-3 Communication
  - Site: Site-4 Communication

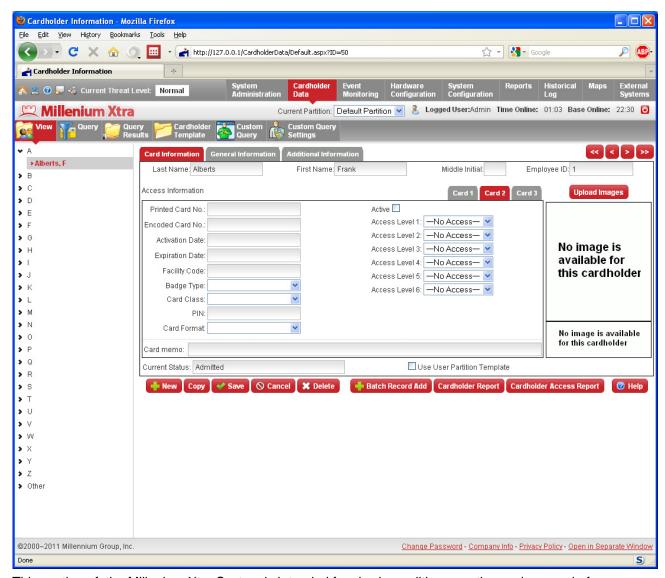
### **Cardholder Data**



### Cardholder Data menu includes following submenus:

- Cardholder Data View
- Cardholder Data Query
- Cardholder Data Query Results
- Cardholder Data Cardholder Template

### Cardholder Data - View

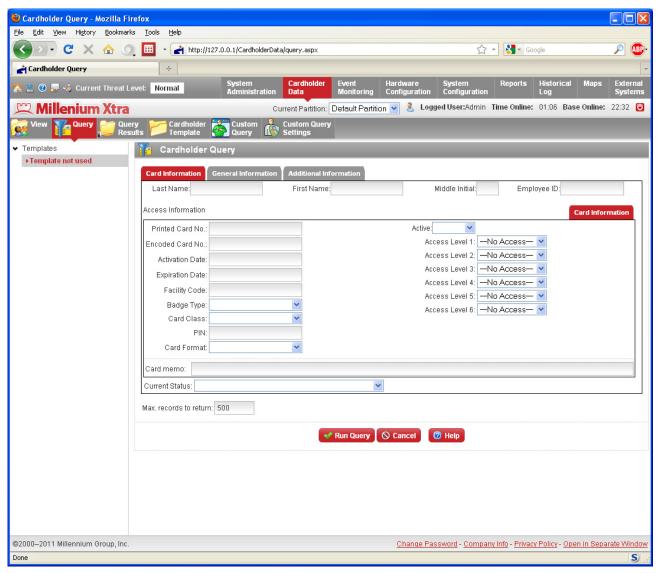


This section of the Millenium Xtra System is intended for viewing, editing, creation and removal of Cardholder Data Records.

All the information about Millenium Xtra System cardholders is stored in three tabs:

- Card Information tab
- General Information tab
- Additional Information tab.

# **Cardholder Data - Query**



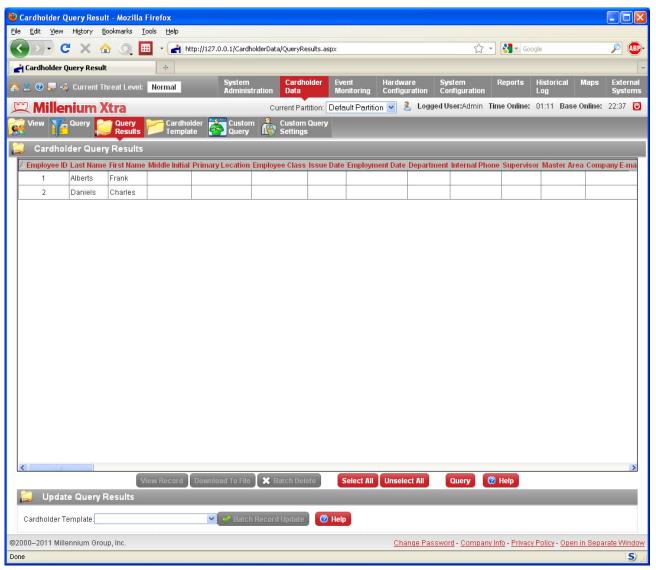
This section of the Millenium Xtra System is intended for quick filtering (querying) of Cardholder Data Records.

Any record can be queried quickly and easily using conventions described below.

All available filters for Millenium Xtra System cardholders are stored in three tabs:

- Card Information tab
- General Information tab
- Additional Information tab.

### Cardholder Data - Query Results



### **Available Fields:**

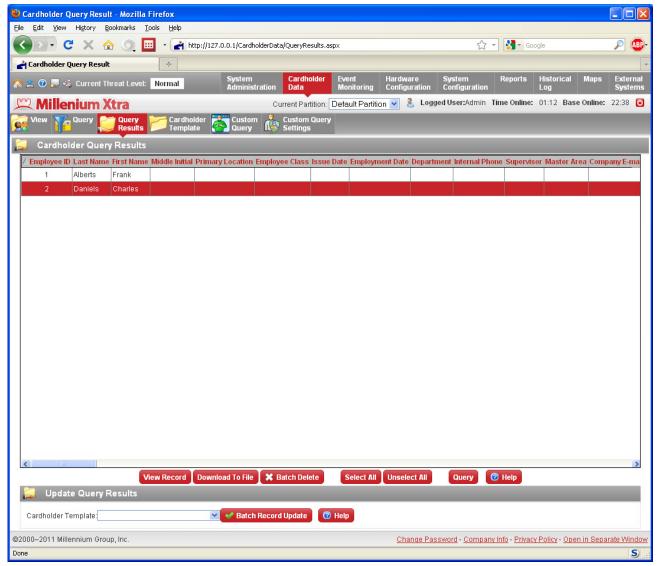
Query Results window contain the following fields:

Employee ID, Last Name, First Name, Middle Initial, Primary Location, Employee Class, Issue Date, Employment Date, Department, Internal Phone, Supervisor, Master Area, Company E-mail, Comment 1, Parking Designation, Parking Assignment, Re-issue Date, Badge Print Date, Vehicle Model, Vehicle Year, Vehicle Color, License Plate No., Home E-mail, Comment 2, Current Status, Card 1 Printed Card No., Card 1 Encoded Card No., Card 1 Activation Date, Card 1 Expiration Date, Card 1 PIN, Card 1 Active, Card 1 Card Class, Card 1 Badge Type, Card 1 Access Level 1, Card 1 Access Level 2, Card 1 Access Level 3, Card 1 Access Level 4, Card 1 Access Level 5, Card 1 Access Level 6, Card 1 Facility Code, Card 1 Card Format, Card 2 Printed Card No., Card 2 Encoded Card No., Card 2 Activation Date, Card 2 Expiration Date, Card 2 PIN, Card 2 Access Level 3, Card 2 Badge Type, Card 2 Access Level 1, Card 2 Access Level 2, Card 2 Access Level 3, Card 2 Access Level 4, Card 2 Access Level 5, Card 2 Access Level 6, Card 2 Facility Code, Card 2 Card Format, Card 3 Printed Card No., Card 3 Encoded Card No., Card 3 Activation Date, Card 3 Expiration Date, Card 3 PIN, Card 3 Access Level 3, Card 3 Access Level 4, Card 3 Access Level 5, Card 3 Access Level 4, Card 3 Access Level 5, Card 3 Access Level 4, Card 3 Access Level 5, Card 3 Access Level 4, Card 3 Access Level 5, Card 3 Access Level 4, Card 3 Access Level 5, Card 3 Access Level 4, Card 3 Access Level 5, Card 3 Access Level 5, Card 3 Access Level 6, Card 3 Facility Code, Card 5 Card 5 Card 5 Card 6 Card 7 Card

Last query results can be invoked by selecting this tab.

Records in a table can be selected by clicking on them.

The screen below shows some selected records (record #2):



#### **Buttons:**

View Record, Download To File, Batch Delete, Select All, Unselect All, Query, Batch Record Update

**View Record** button - Click on the required record in the table and press this button to view the selected record. Cardholder Data - View screen will be displayed with the Cardholder information which corresponds to the selected record.

**Download To File** button - Click on the required record(-s) in the table and press this button to save the selected record information to your local file. Popup window with supported output file formats will appear. Supported output file formats are the following:

Comma delimited (default)

- Tab delimited
- XML
- ADO.NET Dataset

Select Radio button for the required format and press OK button. Browse for the local file name and its location, and press Enter. Cancel button cancels saving of the local file.

Note: Multiple records may be selected before "Download To File" operation. In this case multiple records will be saved.

**Batch Delete** button - Click on the required record(-s) in the table and press this button to delete one or more Cardholder Information records.

**Note:** Multiple records may be selected before "Batch Delete" operation. In this case multiple records will be deleted.

Popup window will appear:



Millenium Xtra: Cardholder Information

Do you really want to delete selected record(s)?

Yes No

Yes - instructs the system to delete selected record(-s).

No - cancels operation.

**Note:** This operation can not be undone if Yes button was selected. Make sure you have made backup copies for your Cardholder Infomation records!

Select All button - allows to select all of the records of the query.

Unselect All button - allows to unselect all of the records of the query.

**Query** button invokes new Cardholder Data - Query Results screen and lets the Millenium Xtra Operator to provide new query ctiteria.

**Batch Record Update** button - allows to update selected record(-s) using the selected Cardholder Template.

Select one or more record(-s) in the table. Select necessary Cardholder Template among available (previously stored).

Press **Batch Record Update** button to update selected record(-s) using the selected Cardholder Template. If Cardholder Template will not be selected, error popup message will appear:



Millenium Xtra: Cardholders Query Result Select template to update cardholder(s)

OK

Press OK button and then select required Cardholder Template.

Normally, after pressing Batch Record Update button the next popup dialog will appear:



Millenium Xtra: Cardholder Information

Do you really want to update selected record(s)?

Yes No

Press Yes to update selected record(s) immediately.

Press No to cancel operation.

Normally, after pressing Yes button the next popup dialog will appear:



Millenium Xtra: Controller Download

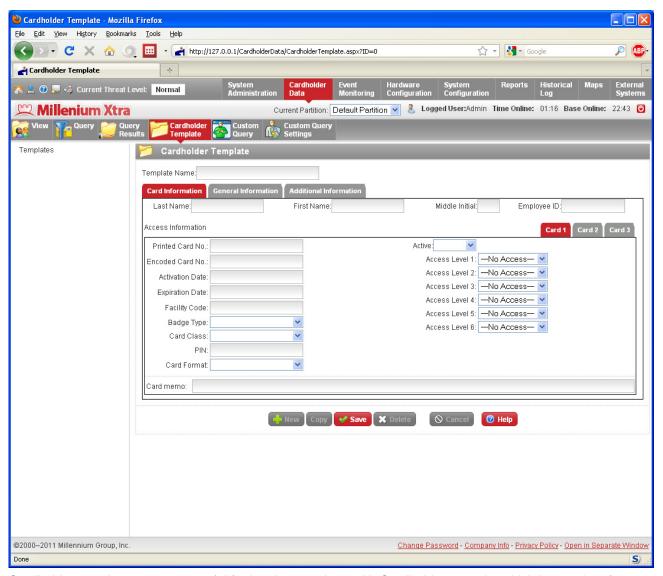
Do you want to download your changes now?

Yes No

Press Yes to download changes immediately.

Press No if immediate download of changes is not necessary.

### **Cardholder Data - Cardholder Template**



Cardholder templates are very useful for batch operations with Cardholder records, which have a lot of similar data fields (See Cardholder Data - View and Cardholder Data - Query Results sections).

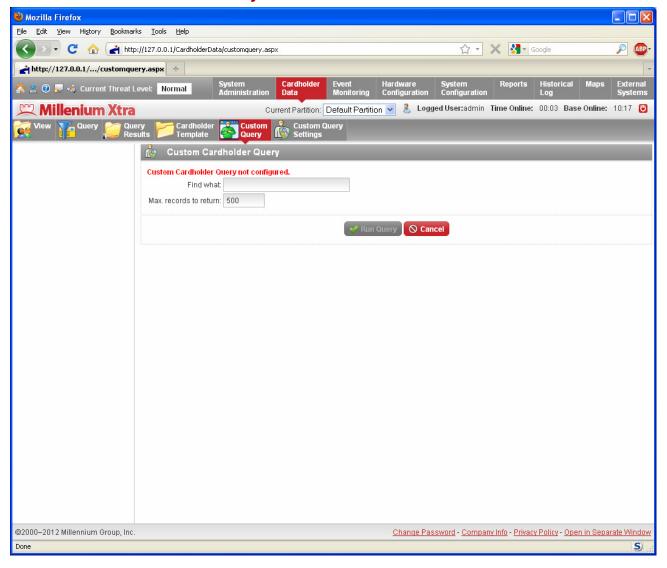
For example, multiple cardholder records of a large company may be updated in few seconds, if an appropriate Cardholder Template is previously prepared.

To prepare and save a Cardholder Template, just follow two steps:

- Enter necessary information (which is common for multiple cardholders) into corresponding fields, which are described below;
- Press Save button.

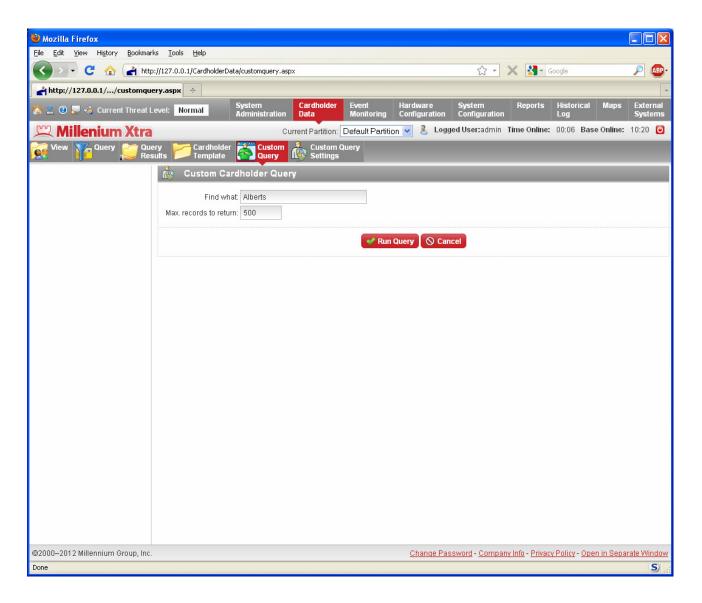
**Template Name:** - field to assign Last Name for the current Cardholder Template. This is only one required field. You may select necessary Cardholder Template only by its name later.

# **Cardholder Data - Custom Query**

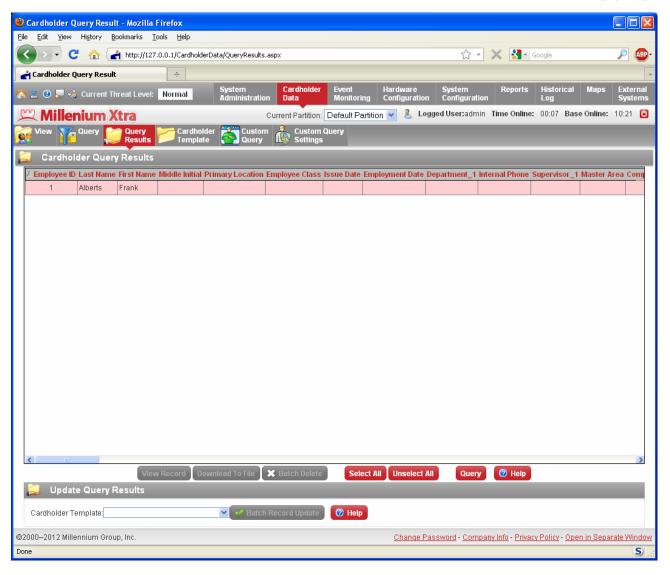


Custom Query is required to help the Millenium Xtra Operator to find any necessary record(-s) from the Cardholders' data. To run a custom query, this query must be configured at first. To configure Custom Query Settings, proceed the instructions described at

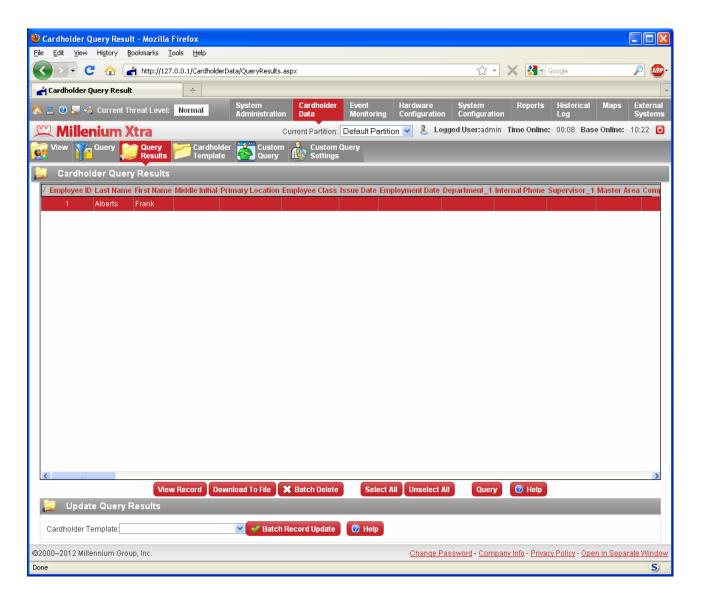
**Cardholder Data - Custom Query Settings**. Let's configure Custom Query to find a text string in fields "First Name", "Last Name". Then type "Alberts" in "Find what" input field:



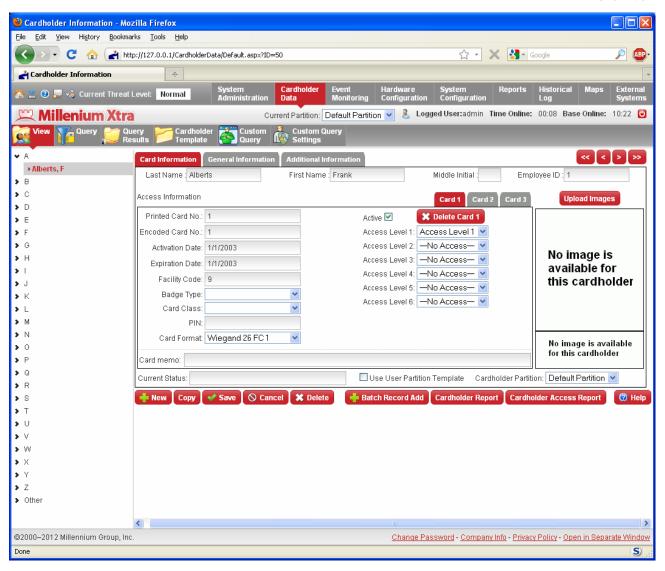
Press Run Query button:



Click on the required string with search results:



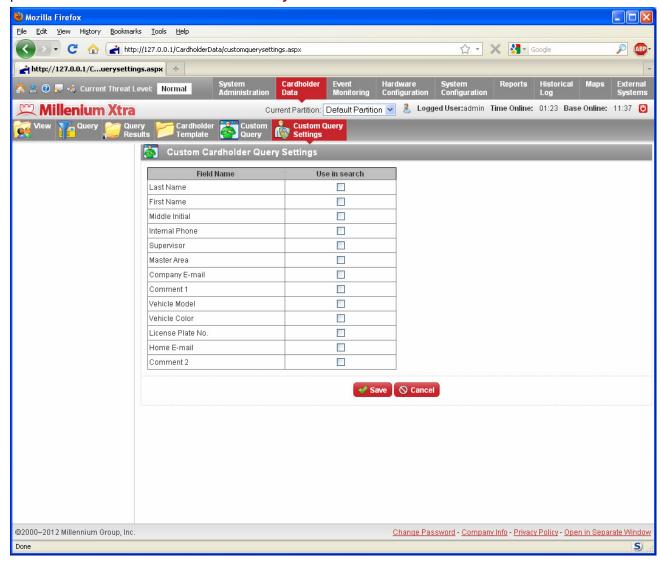
The card with Cardholder's data will open:



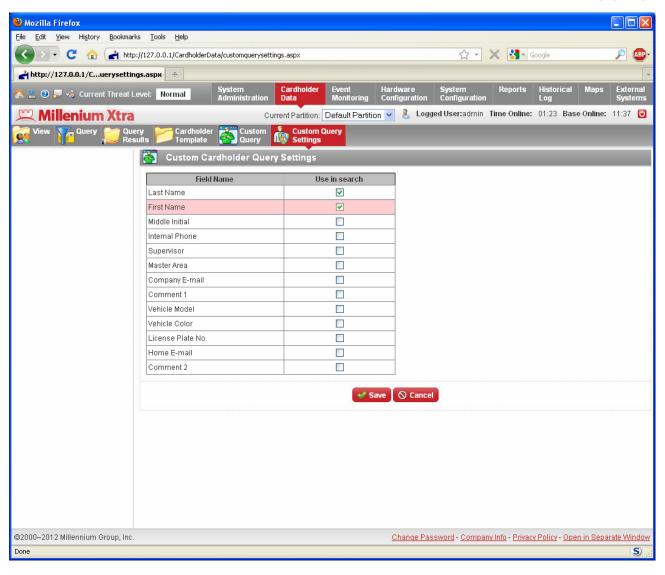
You may view, edit, etc. here. The instructions for using of corresponding controls are described in **Cardholder Data – View** section.

# **Cardholder Data - Custom Query Settings**

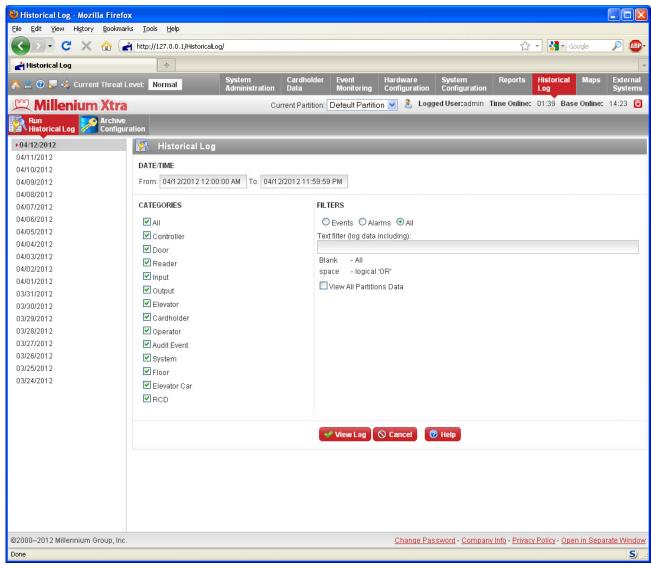
To input required Custom Query Settings, just check/uncheck the fields where the search should be provided in **Cardholder Data – Custom Query** section later:



After making your selection, press **Save** button and proceed to **Cardholder Data - Custom Query**.



# **Historical Log**

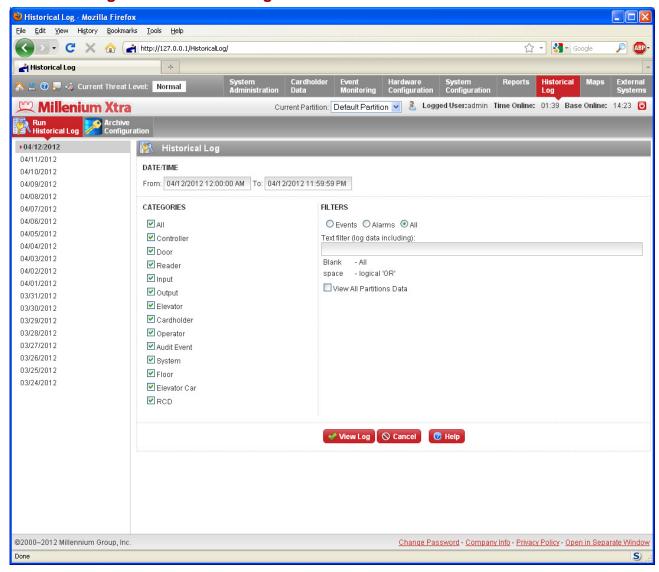


Historical Log section of the Millenium Xtra System is intended for viewing, printing, downloading to file(-s) logs created by the Millenium Xtra System.

Historical Log menu includes 2 submenus:

- Run Historical Log
- Archive Configuration

# **Historical Log - Run Historical Log**



Select required Date using "Dates" tree in the left-side part of a screen. Note that this is only "quick date selection" method; you may alter any date/time period using **Date/Time** criteria.

### **Available Fields:**

Historical Log additional settings are displayed in the central part of a screen and are the following:

**Date/Time: From:** – **To:** criteria is referred to whole Historical Log period. This is mandatory criteria. If "From:" or "To:" will be empty, popup error message "Date range from is empty." or "Date range to is empty." will appear.

"To:" value could not be earlier then "From:" value, otherwise error popup message "Date to less than date from." will appear.

**Categories:** – set of independent checkboxes for selection / deselection of different Millenium Xtra System devices (objects), which will be displayed in Historical Log.

- 1. All
- 2. Controller
- 3. Door
- 4. Reader
- 5. Input
- 6. Output
- 7. Elevator
- 8. Cardholder
- 9. Operator
- 10. Audit Event
- 11. System
- 12. Floor
- 13. Elevator Car
- 14. RCD

When checked, **All** checkbox automatically "swithes on" all checkboxes, and vice versa. At least one checkbox must be checked, otherwise "No one categories were selected" error will occur.

Filters: - set of independent controls for setting additional filters.

Events, Alarms, All – group of Radio buttons to specify types of records wich will be displayed.

Text filter (log data including): - field which is necessary for adding of any text for filtering.

If **Text filter** field is blank - all records will be chosen;

If Text filter field has wild card '\*' symbol(-s) - wild card criteria will be applied;

If **Text filter** field has one or more space ' 'symbol(-s) - logical 'OR' will be applied to all parts of string, divided by spaces.

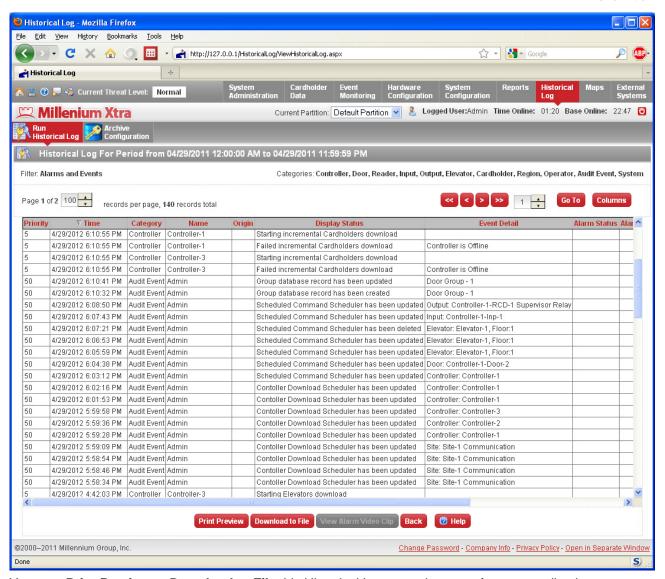
**View All Partitions Data** – checkbox which when checked allows output of All Partitions Data in one Historical Log.

### **Buttons:**

**View Log** – builds a Historical Log report for the currently displayed criteria **Cancel** – cancels operation

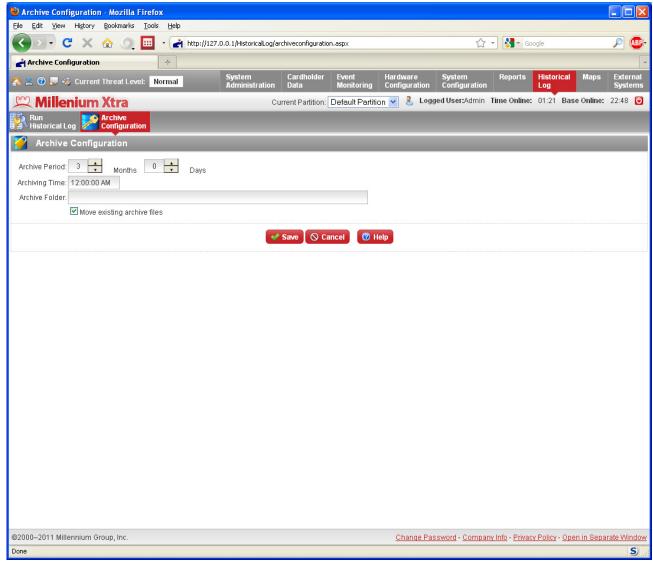
Press View Log button to obtain the Historical Log report.

Historical Log Results window will appear:



You may **Print Preview** or **Download to File** this Historical Log, pressing one of corresponding buttons. Button **Back** returns operator to previous screen.

# **Historical Log - Archive Configuration**



This section allows to set up parameters for the Millenium Xtra System database archiving.

### **Available Fields:**

Archive Configuration settings are displayed in the central part of a screen and are the following:

**Archive Period:** – fields for setting up a period (in Months and Days) of automatic database archiving. If **Months** or **Days** field(-s) are input incorrectly, error messages may occur: "Months is empty." "Months is wrong." "Days is empty." "Days is wrong." "Active Period is wrong."

Archive Time: - field for setting up a time (in hh:mm:ss format) of automatic database archiving.

**Archive Folder:** – field for setting up an archive folder (on local computer). Input existing folder here (i.e. C:\Millenium Xtra Archives\). If entered path is incorrect, or folder does not exist, an error message like "Directory C:\Millenium Xtra Archives\ not found or no directory access." will occur.

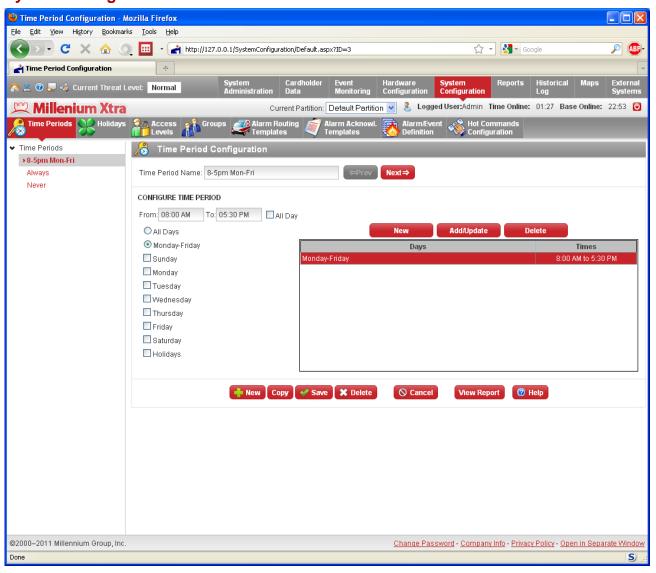
**Move existing archive files:** – checkbox which (if checked) allows moving of ALL files (independently of their extension(-s)) from old *Archive Folder* to currently assigned *Archive Folder*.

# **Buttons:**

Save – Saves the Millenium Xtra System archiving parameters

Cancel – cancels saving operation

# **System Configuration**

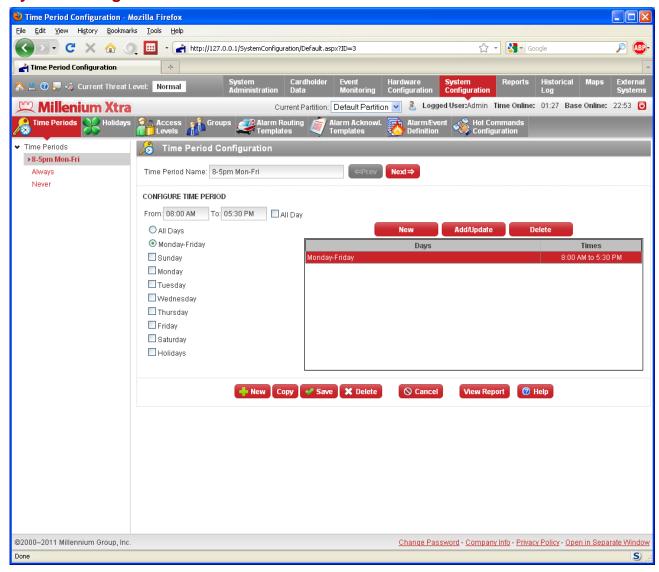


System Configuration section of the Millenium Xtra System is intended for user definition of various system constants, which are used throughout the whole system.

System Configuration menu includes following submenus:

- System Configuration Time Periods
- System Configuration Holidays
- System Configuration Access Levels
- System Configuration Groups
- System Configuration Alarm Routing Templates
- System Configuration Alarm Acknowl. Templates
- System Configuration Alarm/Event Definition

# **System Configuration - Time Periods**



Time periods are used in the Millenium Xtra System for quick selection of a desired *named time period* in different parts of a system. There are three pre-defined *named time periods* in the Millenium Xtra System:

- Never
- Always
- 8-5pm Mon-Fri

These three pre-defined *named time periods* are used in hardware configuration settings – for doors, elevators, inputs, readers etc.

Millenium Xtra System Operator can modify these three default *named time periods* as well as create new *named time periods* suitable for specific needs.

Select Time Period using "Time Periods" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Time Period. Press Cancel button to cancel changes for the selected *named time period*. Press +New button to add a new *named time period*, which is not present in the left-side tree.

#### Available Fields:

**Time Period Name:** field to assign Name for the *named time period*.

**Configure Time Period** – Group of controls for setting up of a time *named time period* characteristics.

**From:** – **To:** fields to assign *named time period* time period values (in hours). **From** value must be less then **To** value; otherwise "From Time has to be less than To Time" error will occur

All Day: checkbox to assign named time period equal 24 hours.

**All Days** – **Monday-Friday:** set of 2 Radio buttons for quick selection of *named time period* days period value(-s).

**Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Holidays:** set of independent checkboxes which allows fine tuning of *named time period* days period value(-s). Note that if you decide to use this set of checkboxes, all 2 Radio buttons are automatically set to OFF. Only **Monday-Friday=**ON and **Holidays=**ON combination is possible.

Days, Times (Time Periods Table): Table which displays separate time period(-s) for the currently selected *named time period*.

Note, that if days period is not assigned, error message "Day not selected" will be displayed after an attempt to save the current *named time period*.

#### **Buttons:**

**New, Add/Update, Delete** (above the **Time Periods Table**) – set of buttons which allow to add a new record, update an existing record, delete an existing record only in a **Time Periods Table**. These three buttons refer only to the currently selected (in the left-side tree) *named time period* record.

+New button - lets the operator to create New string in a Time Periods Table.

Add/Update button - lets the operator to Update an existing string in a Time Periods Table.

**Delete** button - lets the operator to Delete an existing *string* in a **Time Periods Table**.

**New, Copy, Save, Delete, Cancel, View Report** – set of buttons which allows to create new, copy existing to a new one, save or delete any *Named time period*, which is displayed in the left-side part of a screen tree

**+New** button - lets the operator to create New Named time period.

**Copy** button - lets the operator to Copy current *Named time period* to a new one.

"Time Period Name:" popup window will appear:



Enter necessary text for the new *Named time period* Name.

Save button - lets the operator to Save current Named time period.

Delete button - lets the operator to Delete current Named time period.

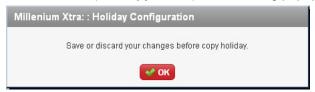
**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Named time period* information will be stored in the Millenium Xtra Database.

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



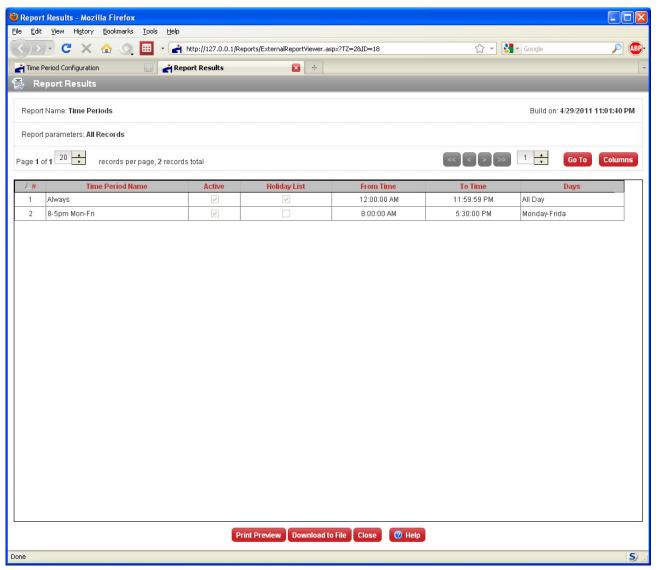
Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

If current record was changed but not saved, and Millenium Xtra Operator is going to make a copy of the current record (via **Copy** button), the following popup will occur:



Press OK and Save or Cancel your changes, and then press Copy button again.

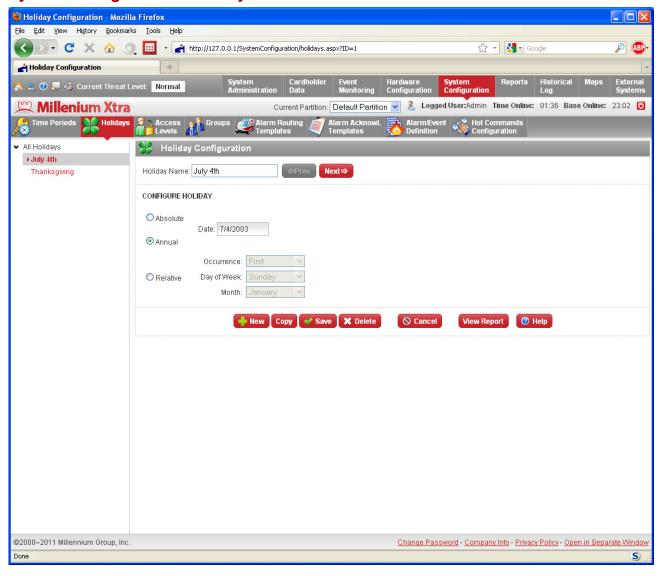
View Report button - lets the operator to view system report about available Named time periods:



## **Buttons:**

**Print Preview** – press this button to obtain Report in a print-friendly form **Download to File** – press this button to download Report to a local file **Close** – press this button to close Report window

# **System Configuration - Holidays**



Holidays configuration is used in the Millenium Xtra System for setting up *holidays* information, which is used later in different parts of a system. There are two pre-defined *holidays* in the Millenium Xtra System:

- July 4th
- Thanksgiving (first Thursday of November)

Millenium Xtra System Operator can modify these two default *holidays* as well as create new *holidays* suitable for specific country settings.

Select Holiday using "All Holidays" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Holiday. Press Cancel button to cancel changes for the selected *holiday*. Press +New button to add a new *holiday*, which is not present in the left-side tree.

#### **Available Fields:**

**Holiday Name:** field to assign Name for the *holiday*. This is an obligatory field for Absolute and Annual types of current *holiday*. An error message "Holiday Name is empty" will occur if this field remains empty.

**Configure Holiday** – Group of controls for setting up of a *holiday* date characteristics.

Absolute, Annual, Relative – set of 3 Radio buttons for setting up holiday's occurrence.

**Absolute** – choose this Radio button for setting up of an absolute *holiday* date. **Date** also should be entered.

Annual – choose this Radio button for setting up of an annual holiday date. Date also should be entered.

**Relative** – choose this Radio button for setting up of relative *holiday* date (**Occurrence**, **Day of Week** and **Month** should also be entered).

**Date:** – Field where date value for **absolute** or **annual** holiday should be entered. Input necessary date using **Calendar Popup** or manually.

**Occurrence:** – Field where occurrence for **Relative** holiday should be entered. Select necessary one among 5 available (First, Second, Third, Fourth, Fifth).

**Day of Week:** – Field where Day of Week for **Relative** holiday should be entered. Select necessary one among 7 available.

**Month:** – Field where Month for **Relative** holiday should be entered. Select necessary one among 12 available.

#### **Buttons:**

**New, Copy, Save, Delete, Cancel, View Report** – set of buttons which allows to create new, copy existing to a new one, save or delete any *Holiday*, which is displayed in the left-side part of a screen tree.

**+New** button - lets the operator to create New Holiday.

Copy button - lets the operator to Copy current Holiday to a new one.

"Holiday Name:" popup window will appear:



Enter necessary text for the new Holiday Name.

Save button - lets the operator to Save current holiday.

**Delete** button - lets the operator to Delete current *Holiday*.

**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Holiday* information will be stored in the Millenium Xtra Database.

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



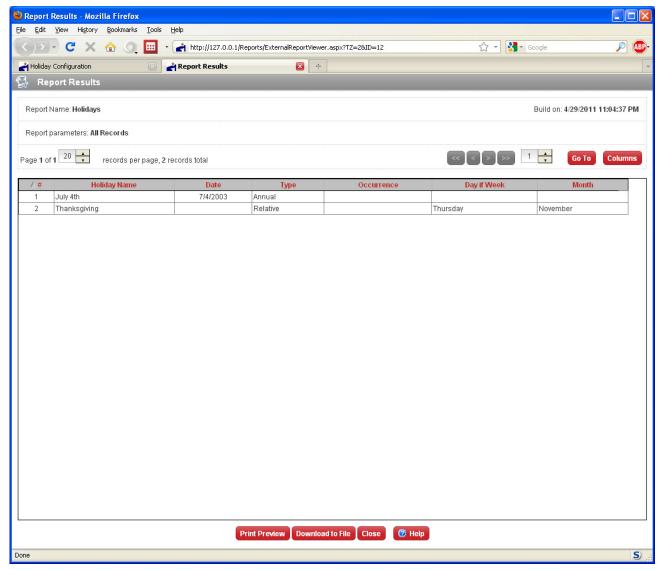
Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

If current record was changed but not saved, and Millenium Xtra Operator is going to make a copy of the current record (via **Copy** button), the following popup will occur:



Press OK and Save or Cancel your changes, and then press **Copy** button again.

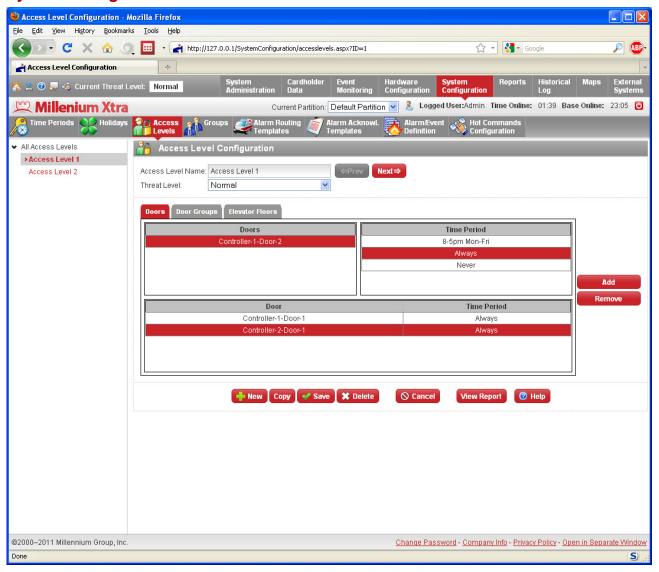
View Report button - lets the operator to view system report about available Holidays:



#### **Buttons:**

**Print Preview** – press this button to obtain Report in a print-friendly form **Download to File** – press this button to download Report to a local file **Close** – press this button to close Report window

# **System Configuration - Access Levels**



Access Levels configuration is used in the Millenium Xtra System for setting up Access Levels information, which is used later in different parts of a system. Access Level(-s) may be sequentially applied for three types of Millenium Xtra System objects: for Doors, for Door Groups and for Elevator Floors.

Millenium Xtra System Operator can modify existing and create new Access Levels suitable for specific company needs.

Select Access Level using "All Access Levels" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press Save button to save changes for the selected Access Level. Press Cancel button to cancel changes for the selected Access Level. Press +New button to add a new Access Level, which is not present in the left-side tree.

### **Available Fields:**

**Access Level Name:** – Field to assign Name for the current Access Level. This is an obligatory field for any Access Level. An error message "Access Level Name is empty" will occur if this field remains empty.

**Threat Level:** – Combo box where Threat Level value should be choosen. Select necessary Threat Level using this Combo box among 6 available in the Millenium Xtra Sysem - Normal, Green, Blue, Yellow, Orange, or Red.

**Access Level Assignment Tables:** – Set of similar tables for 3 tabs (Doors, Door Groups, Elevator Floors). Tables' fields depend exactly on what tab is selected. These three tabs are described below.

### **Doors Tab**

**Doors selection table** (top-left position) – to make an assignment, select necessary Door, click on it. Selected row in a table is highlighted with red.

**Time Period selection table** (top-right position) – to make an assignment, select necessary Time Period, click on it. Selected row in a table is highlighted with red.

Note: there are three pre-defined Time Period values: **Never, Always, 8-5pm Mon-Fri**. Millenium Xtra System operator may add any other required values for Time Periods using **System Configuration - Time Periods Tab**.

**Assignments table** (bottom position) – currently added assignments. This table is displayed as a set of pairs "Door – Time Period"

**Add, Remove** – buttons for adding or removing assignments.

### To add an assignment pair:

select necessary Door in the **Doors selection table**, select necessary Time Period in the **Time Period selection table**, and press **Add** button to add selected "*Door – Time Period*" pair to the Assignments table (bottom position).

After adding of necessary assignment pair, it will be displayed as a new row in the **Assignments table** (bottom position).

## To remove an assignment pair:

select necessary row in the **Assignments table** (bottom position), click on it. Selected row in a table is highlighted with red. Press **Remove** button to Remove selected "*Door – Time Period*" row from the **Assignments table** (bottom position).

If necessary Door is not selected (from the **Doors selection table**, top-left position) - an error popup will appear after pressing of **Add** button.



Select necessary Door and press Add button again.

If necessary Time Period is not selected (from the Time Periods selection table, top-right position) - an error popup will appear after pressing of **Add** button.



Select necessary Time Period and press Add button again.

If necessary Assignment is not selected (from the Assignment table, bottom position) - an error popup will appear after pressing of **Remove** button.



Select necessary Assignment record and press **Remove** button again.

If the door is already assigned to another Access Level with its time period, the following popup message will appear:



## **Door Groups Tab**

Door Groups selection table (top-left position) - to make an assignment, select necessary Door Group, click on it. Selected row in a table is highlighted with red.

Time Period selection table (top-right position) - to make an assignment, select necessary Time Period, click on it. Selected row in a table is highlighted with red.

Note: there are three pre-defined Time Period values: Never, Always, 8-5pm Mon-Fri. Millenium Xtra System operator may add any other required values for Time Periods using System Configuration - Time Periods Tab.

Assignments table (bottom position) - currently added assignments. This table is displayed as a set of pairs "Door Group - Time Period"

**Add, Remove** – buttons for adding or removing assignments.

#### To add an assignment pair:

select necessary Door Group in the **Door Groups selection table**, select necessary Time Period in the Time Period selection table, and press Add button to add selected "Door Group - Time Period" pair to the Assignments table (bottom position).

After adding of necessary assignment pair, it will be displayed as a new row in the Assignments table (bottom position).

### To remove an assignment pair:

select necessary row in the **Assignments table** (bottom position), click on it. Selected row in a table is highlighted with red. Press Remove button to Remove selected "Door Group - Time Period" row from the Assignments table (bottom position).

If necessary Door Group is not selected (from the Door Groups selection table, top-left position) - an error popup will appear after pressing of Add button.



Select necessary Door Group and press Add button again.

If necessary Time Period is not selected (from the Time Periods selection table, top-right position) - an error popup will appear after pressing of **Add** button.



Select necessary Time Period and press Add button again.

If necessary Assignment is not selected (from the Assignment table, bottom position) - an error popup will appear after pressing of **Remove** button.



Select necessary Assignment record and press Remove button again.

#### **Elevator Floors Tab**

**Floors selection table** (top-left position) – to make an assignment, select necessary Floor, click on it. Selected row in a table is highlighted with red.

**Time Period selection table** (top-right position) – to make an assignment, select necessary Time Period, click on it. Selected row in a table is highlighted with red.

Note: there are three pre-defined Time Period values: **Never, Always, 8-5pm Mon-Fri**. Millenium Xtra System operator may add any other required values for Time Periods using **System Configuration - Time Periods Tab**.

**Assignments table** (bottom position) – currently added assignments. This table is displayed as a set of pairs "Floor – Time Period"

**Add, Remove** – buttons for adding or removing assignments.

### To add an assignment pair:

select necessary Floor in the **Floors selection table**, select necessary Time Period in the **Time Period selection table**, and press **Add** button to add selected "*Floor – Time Period*" pair to the Assignments table (bottom position).

After adding of necessary assignment pair, it will be displayed as a new row in the **Assignments table** (bottom position).

## To remove an assignment pair:

select necessary row in the **Assignments table** (bottom position), click on it. Selected row in a table is highlighted with red. Press **Remove** button to Remove selected "Floor – Time Period" row from the **Assignments table** (bottom position).

If necessary Floor is not selected (from the Floors selection table, top-left position) - an error popup will appear after pressing of **Add** button.



Select necessary Floor and press Add button again.

If necessary Time Period is not selected (from the Time Periods selection table, top-right position) - an error popup will appear after pressing of **Add** button.



Select necessary Time Period and press Add button again.

If necessary Assignment is not selected (from the Assignment table, bottom position) - an error popup will appear after pressing of **Remove** button.



Select necessary Assignment record and press Remove button again.

### **Buttons:**

**New, Copy, Save, Delete, Cancel, View Report** – set of buttons which allows to create new, copy existing to a new one, save or delete any *Access Level*, which is displayed in the left-side part of a screen tree.

+New button - lets the operator to create New Access Level.

**Copy** button - lets the operator to Copy current *Access Level* to a new one.

"Access Level Name:" popup window will appear:



Enter necessary text for the new Access Level Name.

Save button - lets the operator to Save current Access Level.

**Delete** button - lets the operator to Delete current *Access Level*.

**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Access Level* information will be stored in the Millenium Xtra Database.

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



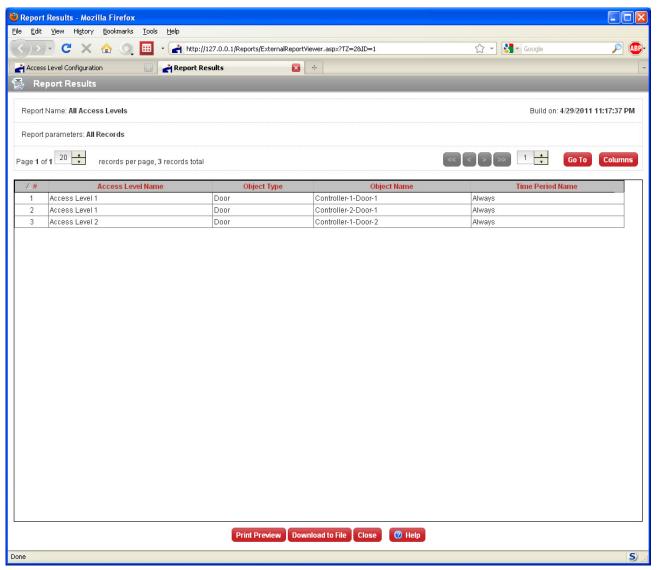
Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

If current record was changed but not saved, and Millenium Xtra Operator is going to make a copy of the current record (via **Copy** button), the following popup will occur:



Press OK and Save or Cancel your changes, and then press Copy button again.

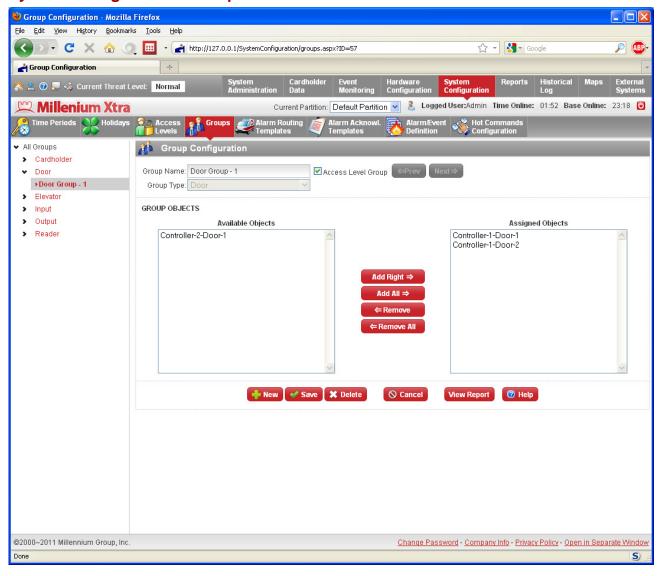
View Report button - lets the operator to view system report about available Access Levels:



## **Buttons:**

**Print Preview** – press this button to obtain Report in a print-friendly form **Download to File** – press this button to download Report to a local file **Close** – press this button to close Report window

# **System Configuration - Groups**

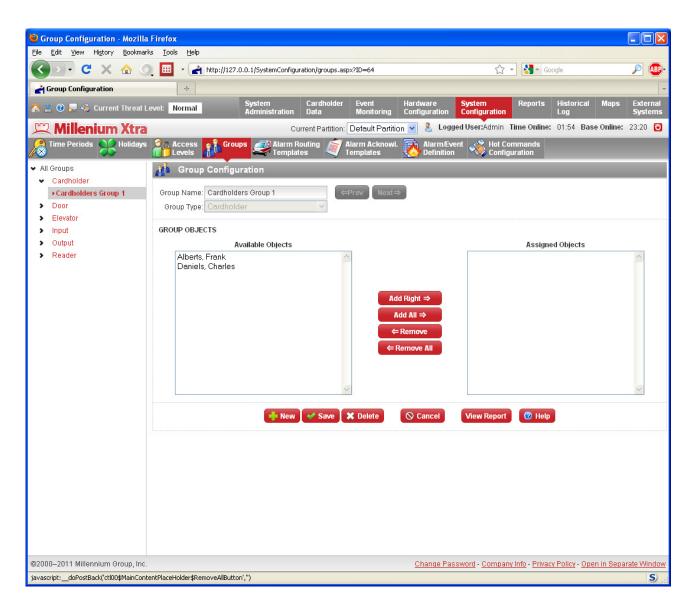


Groups configuration is used in the Millenium Xtra System for organization of object Groups, which can be used later in different parts of a system. Groups are very useful for consolidation of similar Millenium Xtra System objects (readers, doors, inputs, outputs, elevators, cardholders), which may be effectively used later as well as "single object".

By default, there are no Groups in the Millenium Xtra System. Millenium Xtra System Operator can create new and modify Groups in a way suitable for specific company needs.

Select necessary subgroup of objects (Reader, Door, Input, Output, Elevators or Cardholder) using "All Groups" tree in the left-side part of a screen. Press **+New** button to add a new Group, which is not present in the left-side tree.

Select an existing Group inside required subgroup of objects (Reader, Door, Input, Output, Elevators or Cardholder) using "All Groups" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press **Save** button to save changes for the selected Group. Press **Cancel** button to cancel changes for the selected Group.



### **Available Fields and Controls:**

**Group Name:** – Field to assign Name for the current Group. This is an obligatory field for any Group. An error message "Group Name is empty" will occur if this field remains empty.

**Group Type:** – Combo box where Group Type value should be choosen when a new Group is being created. Select necessary Group Type using this Combo box among 6 available in the Millenium Xtra Sysem - Reader, Door, Input, Output, Elevators or Cardholder.

**Group Assignment Tables:** – Set of 2 tables (Available Objects and Assigned Objects). Use buttons Add Right =>, Add All =>, <=Remove, <=Remove All to assign necessary objects for a selected Group.

Buttons for obects assignment – set of four buttons (Add Right =>, Add All =>, <=Remove, <=Remove All) for moving objects between two Group Assignment Tables.

#### **Buttons:**

**New, Save, Delete, Cancel, View Report** – set of buttons which allows to create new, copy existing to a new one, save or delete any *Group of objects*, which is displayed in the left-side part of a screen tree.

**+New** button - lets the operator to create New *Group of objects*.

Save button - lets the operator to Save current Group of objects.

**Delete** button - lets the operator to Delete current *Group of objects*.

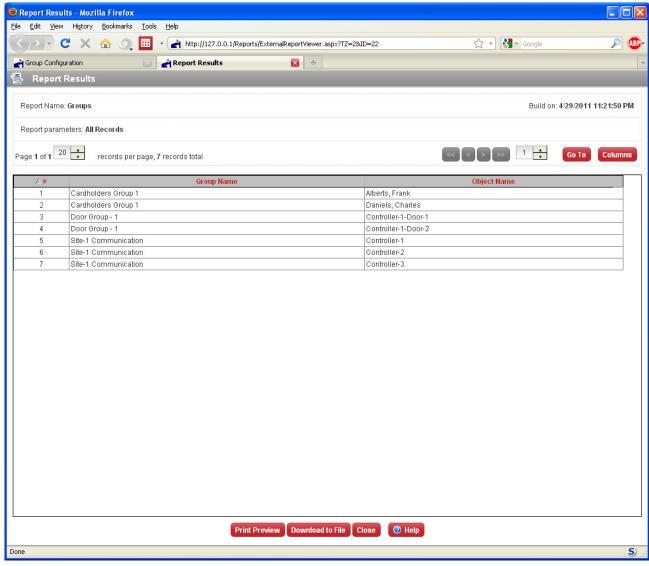
**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Group of objects* information will be stored in the Millenium Xtra Database.

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

View Report button - lets the operator to view system report about available Group of objects:

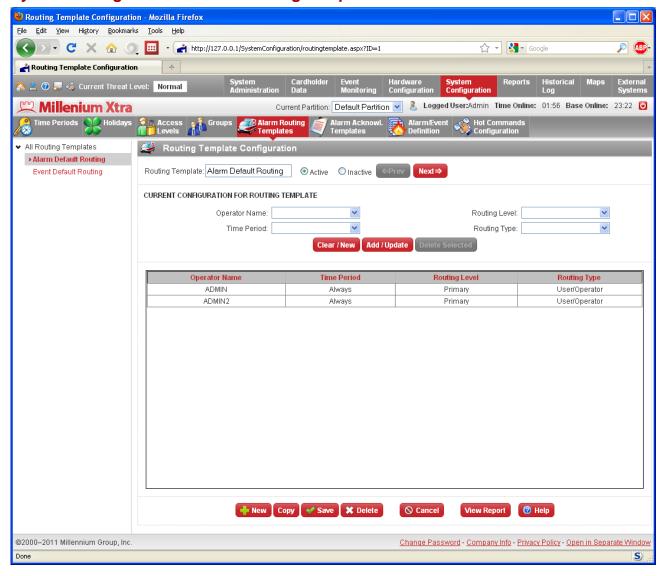


**Buttons:** 

**Print Preview** – press this button to obtain Report in a print-friendly form **Download to File** – press this button to download Report to a local file **Close** – press this button to close Report window

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# **System Configuration - Alarm Routing Templates**



Alarm Routing Templates configuration is used in the Millenium Xtra System for organization of Alarm Routing Templates, which are used later in different parts of a system. Alarm Routing Templates are used for creation of time dependent Routing Level and Routing Type patterns for different Millenium Xtra System Operators. By default, there are two Alarm Routing Templates in the Millenium Xtra System (Alarm Default Routing and Event Default Routing). Millenium Xtra System Operator can create new and modify existing Alarm Routing Templates in a way suitable for specific company needs.

Select an existing Routing Template using "All Routing Templates" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press **Save** button to save changes for the selected Routing Template. Press **Cancel** button to cancel changes for the selected Routing Template.

Press +New button to add a new Routing Template, which is not present in the left-side tree.

### **Available Fields and controls:**

**Routing Template:** – Field to assign Routing Template Name for the current Alarm Routing Template. This is an obligatory field for any Alarm Routing Template. Red asterisk error message (\*) will occur if this field remains empty.

**Routing Template status** – group of two Radio buttons (Active, Inactive) is intended for setting up of current Routing Template status

**Current configuration for Routing Template** - set of controls for specific tuning of a current Routing Template, which is described below.

**Operator Name:** – Combo box where Operator Name should be choosen among existing list of Millenium Xtra System Operators. Select necessary Operator Name using this Combo box. "Operator Name empty" error will occur when you try to save current record and this field is empty.

**Time Period:** – Combo box where Time Period should be chosen among existing list of Millenium Xtra System Time Periods.

**Note:** there are three pre-defined Time Period values: Never, Always, 8-5pm Mon-Fri. Millenium Xtra System operator may add any other required values for Time Periods using System Configuration - Time Periods Tab. "Time Period Empty" error will occur when you try to save current record and this field is empty.

**Routing Level:** – Combo box where Routing Level should be choosen among existing list of Millenium Xtra System Routing Levels. Select necessary Routing Level using this Combo box. "Routing Level empty" error will occur when you try to save current record and this field is empty.

**Routing Type:** – Combo box where Routing Type should be choosen among existing list of Millenium Xtra System Routing Types. Select necessary Routing Type using this Combo box. "Routing Type empty" error will occur when you try to save current record and this field is empty.

**Current Alarm Routing Table** – table which has 4 columns - Operator Name, Time Period, Routing Level and Routing Type. Use buttons Clear/New, Add/Update, Delete Selected to manage records in the Current Alarm Routing Table.

Clear / New, Add / Update, Delete Selected - group of 3 buttons for managing records in the Current Alarm Routing Table.

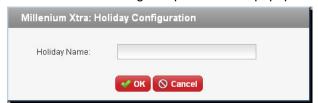
### **Buttons:**

**New, Copy, Save, Delete, Cancel, View Report** – set of buttons which allows to create new, copy existing to a new one, save or delete any *Alarm Routing Template*, which is displayed in the left-side part of a screen tree.

**+New** button - lets the operator to create New *Alarm Routing Template*.

Copy button - lets the operator to Copy current Alarm Routing Template to a new one.

"Alarm Routing Template Name:" popup window will appear:



Enter necessary text for the new Alarm Routing Template Name.

Save button - lets the operator to Save current Alarm Routing Template.

**Delete** button - lets the operator to Delete current *Alarm Routing Template*.

**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Alarm Routing Template* information will be stored in Millenium Xtra Database.

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



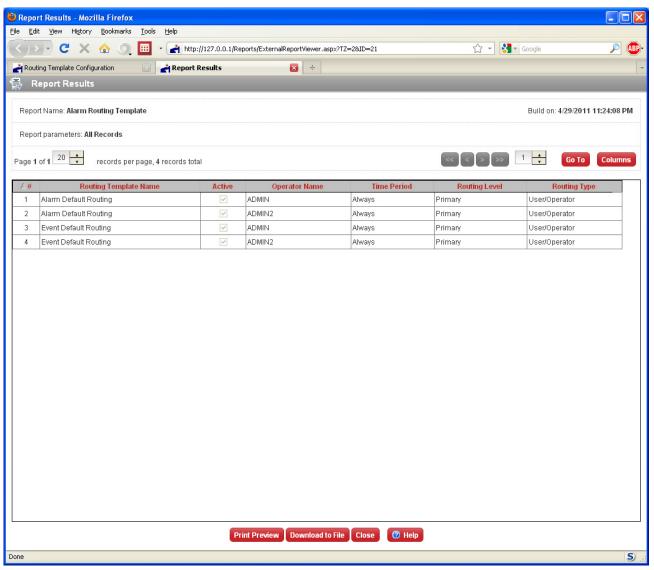
Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

If current record was changed but not saved, and Millenium Xtra Operator is going to make a copy of the current record (via **Copy** button), the following popup will occur:



Press OK and Save or Cancel your changes, and then press Copy button again.

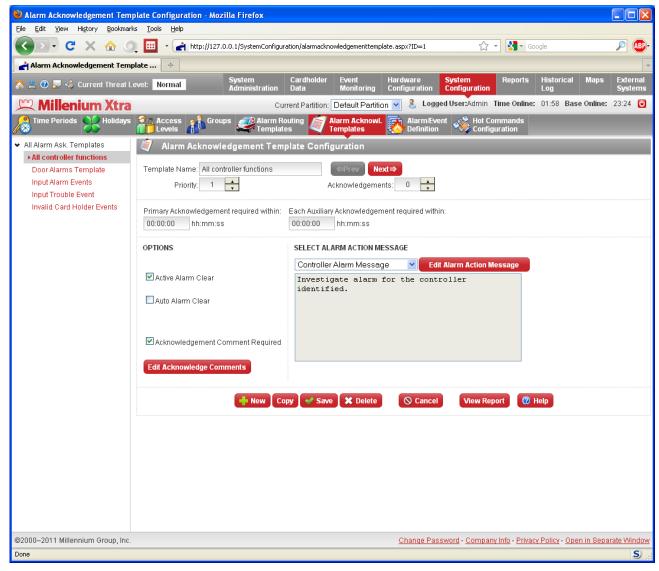
View Report button - lets the operator to view system report about available Alarm Routing Templates:



## **Buttons:**

**Print Preview** – press this button to obtain Report in a print-friendly form **Download to File** – press this button to download Report to a local file **Close** – press this button to close Report window

# **System Configuration - Alarm Acknowledgement Templates**



### Alarm Acknowledgement Template Configuration.

Alarm Acknowledgement Templates, which are used later in different parts of a system. Alarm Acknowledgement Templates, which are used later in different parts of a system. Alarm Acknowledgement Templates are used for creation of various Millenium Xtra System responses sets for different device-specific or object-specific events. By default, there are five Alarm Acknowledgement Templates in the Millenium Xtra System (All controller functions, Door Alarms Template, Invalid Card Holder Events, Input Alarm Events and Input Trouble Event). Millenium Xtra System Operator can create new and modify existing Alarm Acknowledgement Templates in a way suitable for specific company needs.

Select an existing Alarm Acknowledgement Template using "All Alarm Ack. Templates" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press **Save** button to save changes for the selected Alarm Acknowledgement Template. Press **Cancel** button to cancel changes for the selected Alarm Acknowledgement Template.

Press **+New** button to add a new Alarm Acknowledgement Template, which is not present in the left-side tree.

#### **Available Fields and controls:**

Template Name: - field to assign Alarm Acknowledgement Template Name for the current Alarm Acknowledgement Template. This is an obligatory field for any Alarm Acknowledgement Template. Red asterisk error message (\*) will occur if this field remains empty. Priority: - field to assign Event's Priority for the current Alarm Acknowledgement Template. Valid range of values for this field is from 1 to 100 (xx highest priority, xx - lowest priority). "Priority is wrong." error message will occur if an Operator will try to set this field outside of valid range.

Acknowledgements: - field to assign the Number of Acknowledgements for the current Alarm Acknowledgement Template. Valid range of values for this field is from 0 to 40. "Acknowledgements is wrong." error message will occur if an Operator will try to set this field outside of valid range.

Primary Acknowledgement required within: - field for setting up of a moment when Primary Acknowledgement will appear. This field has hh:mm:ss format.

"hh:mm:ss Time is wrong." error message will occur if an Operator will try to use another format.

Each Auxiliary Acknowledgement required within: - field for setting up of a delay when Each Auxiliary Acknowledgement will appear. This field has hh:mm:ss format.

"hh:mm:ss Time is wrong." error message will occur if an Operator will try to use another format.

Options - group of controls for setting up of additional options, such as Active Alarm Clear, Auto Alarm Clear, Acknowledgement Comment Required, Edit Acknowledge Comments (see below):

Active Alarm Clear: - independent checkbox. When checked, only active alarm for the current Alarm Acknowledgement Template is cleared.

Auto Alarm Clear: - independent checkbox. When checked, alarm(-s) for the current Alarm Acknowledgement Template are cleared automatically.

Acknowledgement Comment Required: - independent checkbox. When checked, Alarm Acknowledgement Comment(-s), which are set with the help of "Edit Acknowledge Comments" button, will be displayed on alarm.

Edit Acknowledge Comments – button for creation / modification / removal of Acknowledge Comment(-s), which may be switched on and off with the help of "Acknowledgement Comment Required:" checkbox. Global Alarm Acknowledgement Comments Configuration popup will appear:



#### **Buttons:**

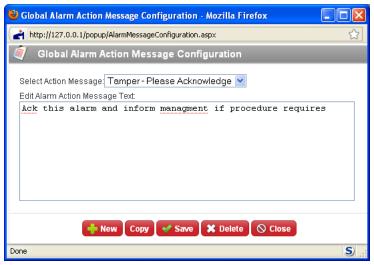
New, Copy, Save, Delete, Close – set of buttons which allows to create new, copy existing to a new one, save, delete and close any Global Alarm Acknowledgement Comment(-s).

Select Alarm Action Message - group of controls for setting up of Alarm Action Message (see below):

**Alarm Action Message selector** – Combo box for selection of Alarm Action Message for the current Alarm Acknowledgement Template. There are 5 pre-defined alarm action messages in the Millenium Xtra System

- Tamper Please Acknowledge
- Controller Alarm Message
- Door Alarm Message
- Input Alarm Message
- Cardholder Event Message

**Edit Alarm Action Message** – button for creation / modification / removal of Alarm Action Message(-s), which are displayed in accordance with corresponding Alarm Action Message selector values. *Global Alarm Action Message Configuration* popup will appear:



## **Buttons:**

**New, Copy, Save, Delete, Close** – set of buttons which allows to create new, copy existing to a new one, save, delete and close any *Global Alarm Action Message(-s)*.

**Grey Memo field** – non-editable field which only displays currently selected *Global Alarm Action Message* for the current Alarm Acknowledgement Template.

#### **Buttons:**

**New, Copy, Save, Delete, Cancel, View Report** – set of buttons which allows to create new, copy existing to a new one, save or delete any *Alarm Acknowledgement Template*, which is displayed in the left-side part of a screen tree.

+New button - lets the operator to create New Alarm Acknowledgement Template.

Copy button - lets the operator to Copy current Alarm Acknowledgement Template to a new one.

"Alarm Acknowledgement Template Name:" popup window will appear:



Enter necessary text for the new Alarm Acknowledgement Template Name.

Save button - lets the operator to Save current Alarm Acknowledgement Template.

**Delete** button - lets the operator to Delete current *Alarm Acknowledgement Template*.

**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Alarm Acknowledgement Template* information will be stored in the Millenium Xtra Database.

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



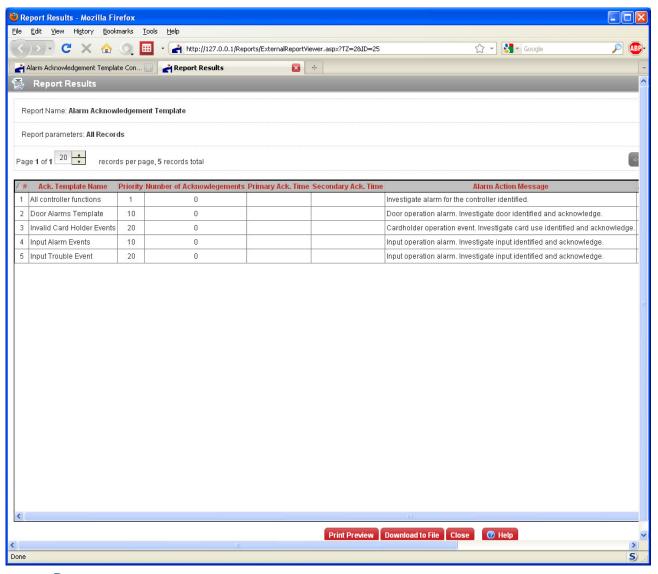
Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

If current record was changed but not saved, and Millenium Xtra Operator is going to make a copy of the current record (via **Copy** button), the following popup will occur:



Press OK and Save or Cancel your changes, and then press Copy button again.

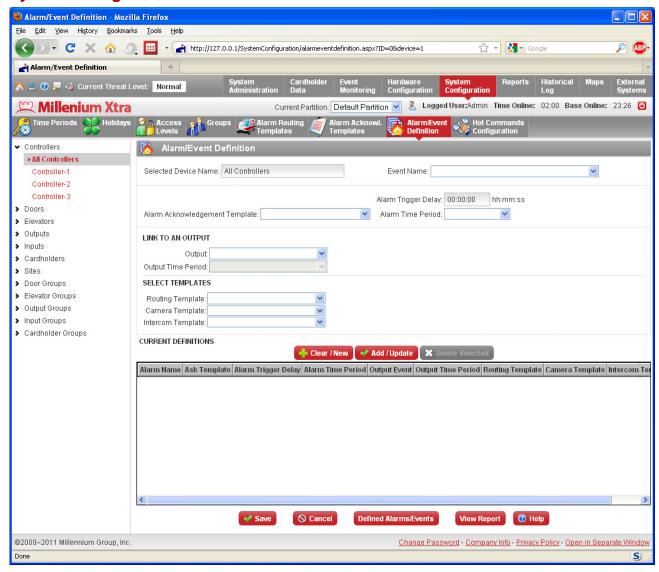
**View Report** button - lets the operator to view system report about available *Alarm Acknowledgement Templates:* 

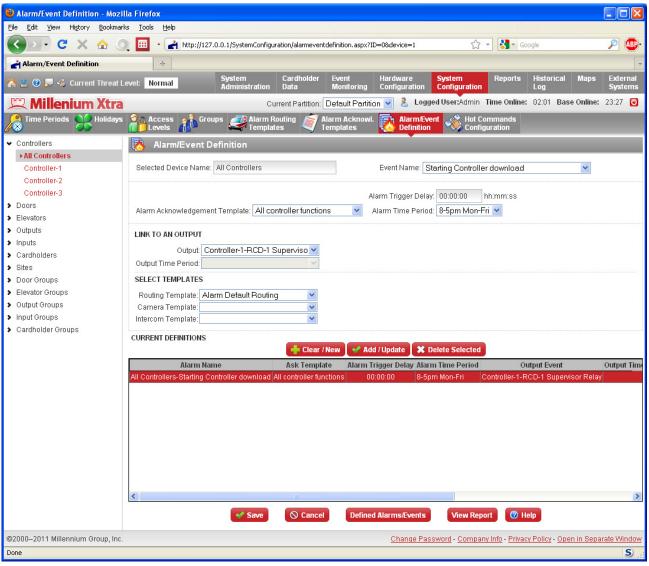


## **Buttons:**

**Print Preview** – press this button to obtain Report in a print-friendly form **Download to File** – press this button to download Report to a local file **Close** – press this button to close Report window

# **System Configuration - Alarm/Event Definition**





#### Alarm/Event Definition

Alarm/Event Definition configuration is used in the Millenium Xtra System for organization of Alarm/Event Definitions (rules) for specific system devices, such as Controllers, Doors, Elevators, Outputs, Inputs, Cardholders, Sites, Door Groups, Elevator Groups, Output Groups, Input Groups, Cardholder Groups. Alarm/Event Definitions also may be imagined as time dependent correlations between devices, events, alarm acknowledgement templates, routing templates and outputs. By default, there are no Alarm/Event Definitions in the Millenium Xtra System. Millenium Xtra System Operator can create new and modify existing Alarm/Event Definition in a way suitable for specific company needs.

Select an existing device for configuration of its Alarm/Event Definition using "devices" tree in the left-side part of a screen. Enter necessary data into corresponding fields. Press **Save** button to save changes for the selected Alarm/Event Definition. Press **Cancel** button to cancel changes for the selected Alarm/Event Definition. All dependencies for the current Alarm/Event Definition are stored in the *CURRENT DEFINITIONS Table* and are managed with the help of **Clear / New, Add / Update, Delete Selected** buttons.

Approximate "devices" tree depends on specific devices (objects), which were previously set up, is shown below. Example of "devices" tree:

- Controllers
  - All Controllers
  - DCD-2
  - DCD-1
  - DCD-3
  - DCD-1/2
  - DCD-2/2
- Doors
- All Doors
- Door-1
- Door-2
- Door-3
- Elevators
- All Elevators
- Elevator-1
- Elevator-2
- Elevator-3
- Outputs
- All Outputs
- DCD-1/2 RCD 0 Supervisor Relay
- DCD-2/2 RCD 0 Supervisor Relay
- MyOutput
- Inputs
- All Inputs
- Input-Door-1(DCD-1)
- Input-Door-2(DCD-2)
- Input-Door-3(DCD-3)
- Cardholders
  - Cardholders
- Sites
- All Sites
- Site-1 Communication
- Site-2 Communication
- Site-3 Communication
- Site-4 Communication
- Door Groups
  - All Door Groups
- Elevator Groups
  - All Elevator Groups
- Output Groups
  - All Output Groups
- Input Groups

- All Input Groups
- Cardholder Groups

#### **Available Fields and controls:**

**Selected Device Name:** – non-editable field which shows Selected Device Name. This field corresponds exactly to currently selected device in "devices" tree in the left-side part of a screen.

**Event Name:** – Combo box for selection of an Event name for current dependency. There are following built-in Event names in the Millenium Xtra System:

- Closed and locked
- Unlocked
- REX is active
- Denied Access: Invalid token presented
- Auto Unlock
- Unlock End
- Momentary Unlock
- Operator command:Lock
- Executed operator command:Lock
- Operator command failed:Lock
- Operator command:Unlock
- Executed operator command:Unlock
- Operator command failed:Unlock
- Operator command:Momentary Unlock
- Executed operator command:Momentary Unlock
- Operator command failed:Momentary Unlock
- Operator command:Normal
- Executed operator command:Normal
- Operator command failed:Normal
- Operator command:Momentary Forgive APB
- Executed operator command:Momentary Forgive APB
- Operator command failed:Momentary Forgive APB
- Door secured, PIN required
- Tamper Alarm
- Tamper Alarm Reset
- Bypass
- Bypass Reset

**Alarm Acknowledgement Template:** – Combo box for selection of an Alarm Acknowledgement Template name for current dependency. There are following built-in Alarm Acknowledgement Template names in the Millenium Xtra System:

All controller functions
Door Alarms Template
Invalid Card Holder Events
Input Alarm Events

### **Input Trouble Event**

This list may be changed by adding new or removing existing Alarm Acknowledgement Templates (see corresponding section). Red asterisk error message (\*) will occur if this field is empty.

**Alarm Trigger Delay:** – Field for entering of Alarm Trigger Delay. This field has format *hh:mm:*ss. Red asterisk error message (\*) will occur if format of this field is violated.

Alarm Time Period: – Combo box where Time Period should be chosen among existing list of Millenium Xtra System Time Periods. There are three pre-defined Time Period values in the Millenium Xtra System: Never, Always, 8-5pm Mon-Fri. This list may be changed by adding new or removing existing Time Period values (see corresponding section). Red asterisk error message (\*) will occur if this field is empty.

Link to an Output – group of 2 Combo boxes to provide link to Output (see below)

**Output:** – Combo box to select necessary Output among available in the system. Red asterisk error message (\*) will occur if this field is empty.

**Output Time Period:** – Combo box to select necessary Output Time Period among available for the selected Output.

**Select Templates** – group of 3 Combo boxes to provide necessary routing / hardware templates (see below)

**Routing Template:** – Combo box to select necessary Alarm Routing Template among available in the system. There are two pre-defined Alarm Routing Templates in the Millenium Xtra System: Alarm Default Routing, Event Default Routing. This may be changed by adding new or removing existing Alarm Routing Templates (see corresponding section). Red asterisk error message (\*) will occur if this field is empty.

Camera Template: - Combo box to select necessary Camera Template among available in the system.

Intercom Template: - Combo box to select necessary Intercom Template among available in the system.

**CURRENT DEFINITIONS Table:** – table which has 9 columns - Alarm Name, Ask Template, Alarm Trigger Delay, Alarm Time Period, Output Event, Output Time Period, Routing Template, Camera Template, Intercom Template. Use buttons Clear/New, Add/Update, Delete Selected to manage records in the CURRENT DEFINITIONS Table.

Clear / New, Add / Update, Delete Selected – group of 3 buttons for managing records in the CURRENT DEFINITIONS Table.

#### **Buttons:**

**Save, Cancel, Defined Alarms/Events, View Report** – set of buttons which allows to save or cancel saving of any *Alarm/Event Definition set* (which is displayed in the left-side part of a screen tree), as well as view predefined Alarms/Events set(-s) and view report about existing *Alarm/Event Definitions*.

Save button - lets the operator to Save current Alarm/Event Definition set.

**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Alarm/Event Definition set* information will be stored in the Millenium Xtra Database.

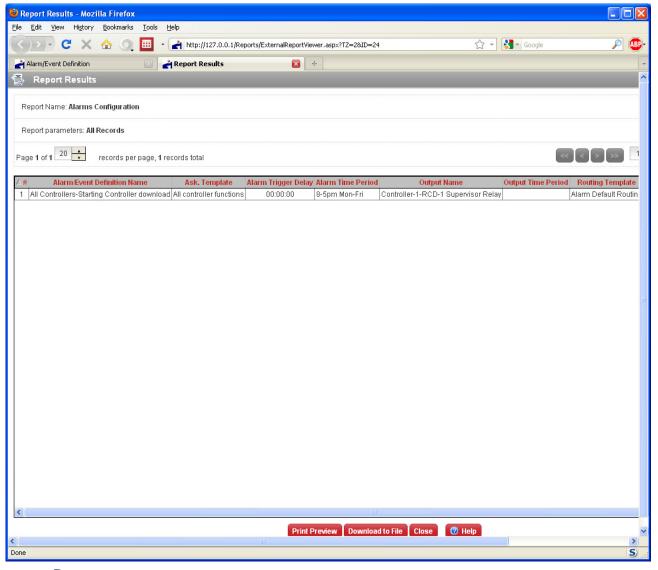
If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

**Defined Alarms/Events** - lets the operator to view current *Alarm/Event Definition set* in **Defined Alarms/Events** mode.

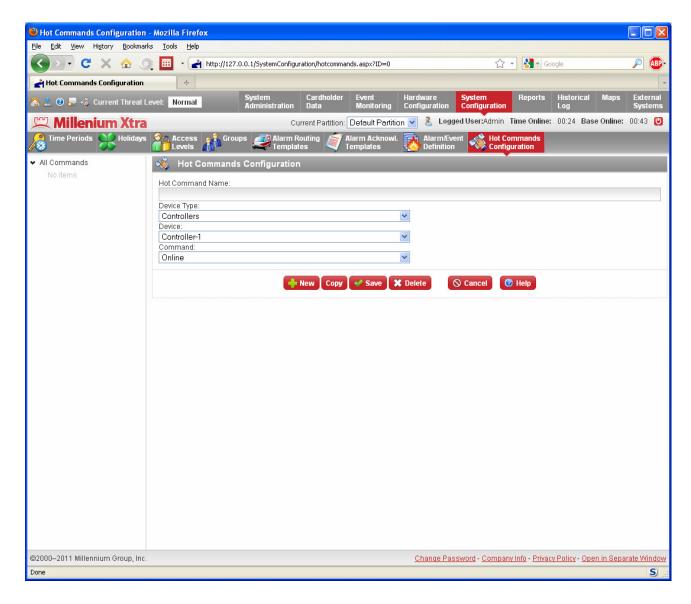
**Device List** - lets the operator to view current *Alarm/Event Definition set* in **Device List** mode **View Report** button - lets the operator to view system report about available *Alarm/Event Definitions*:



## **Buttons:**

**Print Preview** – press this button to obtain Report in a print-friendly form **Download to File** – press this button to download Report to a local file **Close** – press this button to close Report window

# **System Configuration - Hot Commands Configuration**

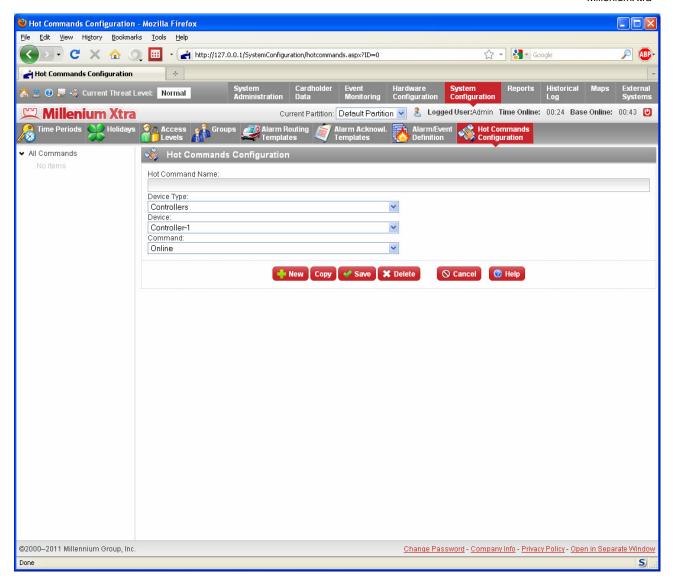


Hot Commands configuration is used in the Millenium Xtra System for Hot Commands management. User can set up as many command(-s) as required for quick and easy control of different devices.

By default, there are no Hot Commands in the Millenium Xtra System. Millenium Xtra System Operator can create new and modify Hot Commands in a way suitable for specific user needs.

Select necessary command using "All Commands" tree in the left-side part of a screen. Press **+New** button to add a new Hot Command, which is not present in the left-side tree.

Select an existing Hot Command inside required subgroup of objects using "All Commands" tree in the leftside part of a screen. Enter necessary data into corresponding fields. Press **Save** button to save changes for the selected Hot Command. Press **Cancel** button to cancel changes for the selected Hot Command.



### **Available Fields and Controls:**

**Hot Command Name:** – Field to assign Name for the current Hot Command. This is an obligatory field for any Hot Command. An error message "Hot Command Name is empty" will occur if this field remains empty.

**Device Type:** – Combo box where Device Type value should be choosen when a new Hot Command is being created or an existing Hot Command is being edited. Select necessary Device Type using this Combo box among 8 available in the Millenium Xtra Sysem - Controllers, Doors, Readers, Regions, Inputs, Outputs, Cardholders, Door Groups.

**Device:** – Combo box where the Name of a specific device (for which the selected Hot Command should be applied to) should be choosen. List of devices varies on selected Device Type (see previous description).

**Command:** – Combo box with the set of specific commands, where specific command should be choosen. List of specific commands varies on selected Device (see previous description).

See also for full description of commands below.

#### Commands vs devices (depending on device types):

All Device Types:

#### Controllers, Doors, Readers, Regions, Inputs, Outputs, Cardholders, Door Groups

Device Type: **Controllers**Device (for example): Controller-1

Command: Online, Offline

Device Type: Doors

Device (for example): Controller-1-Door-1 Command: Lock, Unlock, Momentary

Device Type: Readers

Device (for example): Controller-2-Reader-1

Command: Online, Offline

Device Type: **Regions**Device (for example): Region1

Command: Set to Maximum Count, Reset Count

Device Type: Inputs

Device (for example): Controller-1-DR-1-Egress Command: Online, Offline, Shunt, Clear Shunt

Device Type: Outputs

Device (for example): Controller-1-Output-6 Command: **Activate**, **De-activate**, **Pulse** 

Device Type: Cardholders

Device (for example): Frank Daniels

Command: Forgive APB, Cardholder In/Out, Active/Inactive

Device Type: **Door Groups**Device (for example): Door Group#1

Command: **Lock, Unlock, Momentary** 

#### **Buttons:**

**+New, Copy, Save, Delete, Cancel** – set of buttons which allows to create new, copy existing to a new one, save or delete any of *Hot commands*, which are displayed in the left-side part of a screen tree.

+New button - lets the operator to create New Hot command.

**Save** button - lets the operator to Save current *Hot command*.

**Delete** button - lets the operator to Delete current *Hot command*.

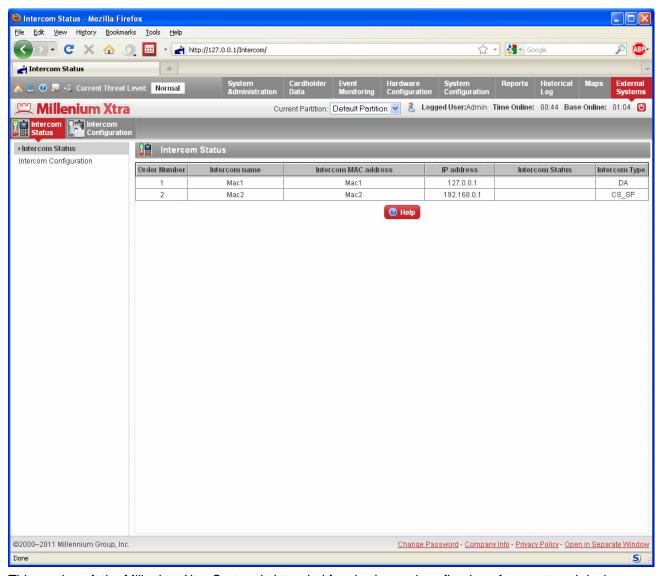
**Cancel** button - clears the Millenium Xtra Operator's input. No changes for the currently displayed *Hot command* information will be stored in the Millenium Xtra's Database.

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

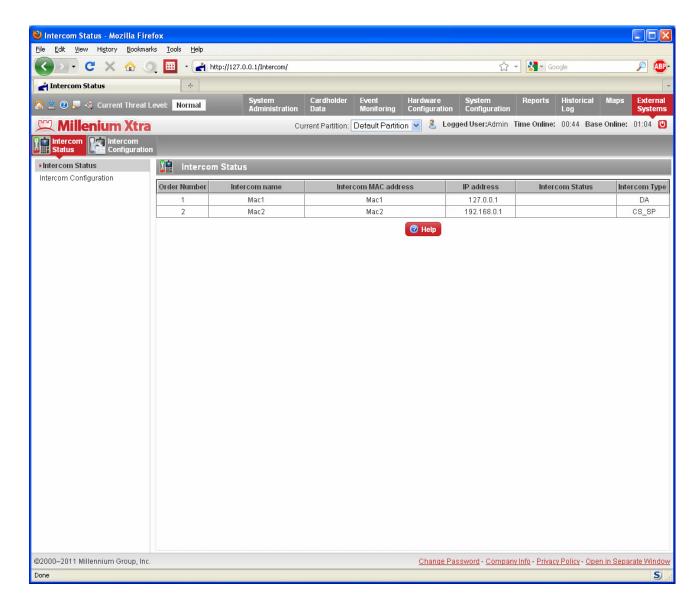
## **External Systems**



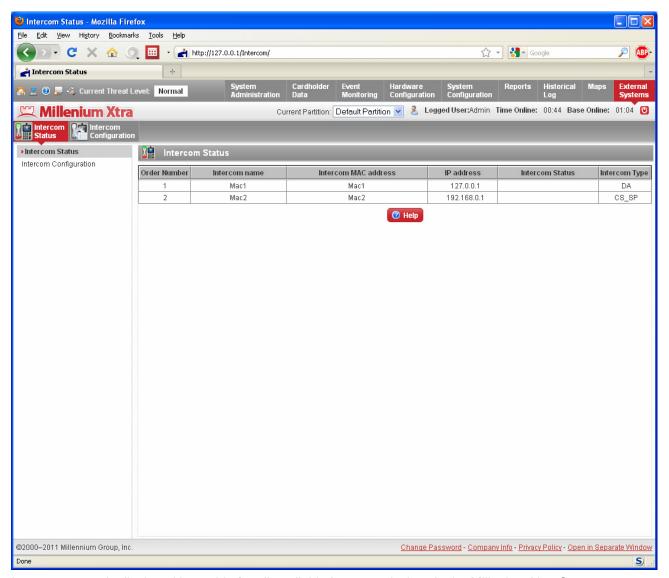
This section of the Millenium Xtra System is intended for viewing and configuring of any external devices. For example, Intercom status may be viewed as well as any available Intercom devices may be configured.

All the information about Millenium Xtra System Hardware Devices is stored in 2 tabs: Intercom Status tab and Intercom Configuration tab.

# **External Systems - Intercom**



## **External Systems - Intercom Status**



Intercom status is displayed in a table for all available Intercom devices in the Millenium Xtra System.

#### Available fields:

Order Number – order number of Intercom device

Intercom name - name of Intercom device

Intercom MAC adress - MAC address (physical address) of Intercom device

IP address - IP address of Intercom device

Intercom Status - current status of Intercom device

Intercom Type – type of Intercom device

There are no controls for this screen. All the information may only be viewed.

## **External Systems - Intercom Configuration**

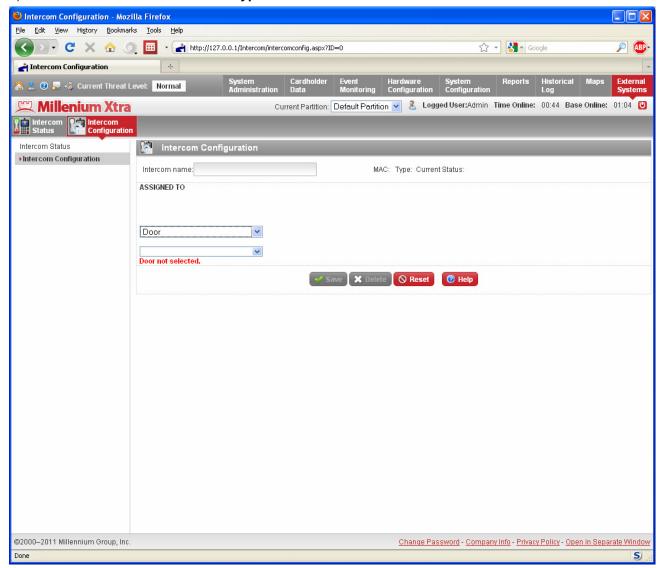
Intercom Configuration is necessary for configuring Intercom devices which are available in the Millenium Xtra System.

Left-side Menu on the operator's screen displays all available Intercom devices.

Click the required Intercom device in the Left-side Menu to view or change its settings.

Fields and controls on the operator's screen may vary depending on type of currently selected Intercom device.

a) Available fields and controls for DA type of Intercom device:



Intercom Name – field to assign name for the Intercom device

MAC – field to view MAC address for the Intercom device

**Type** – field to view type for the Intercom device

Current status - field that shows current Intercom status

**ASSIGNED TO** – group of two combo boxes, which allow make assignments for currently selected Intercom device

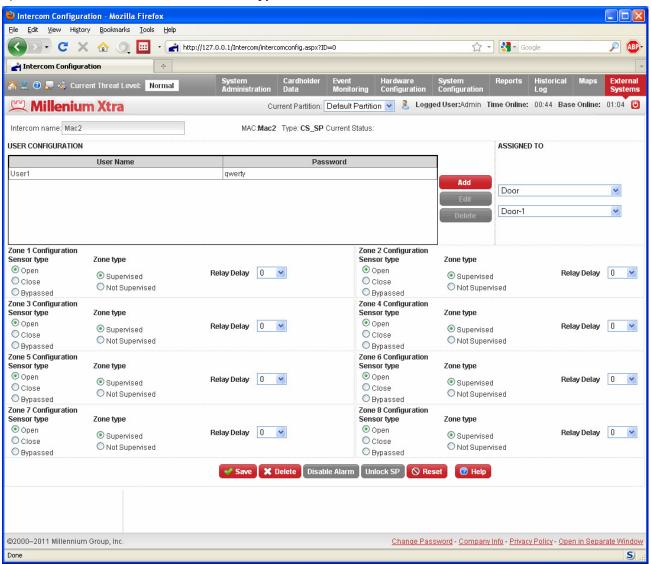
#### **Buttons:**

Save button - lets the operator to Save settings for currently selected Intercom device

Delete button - lets the operator to Delete currently selected Intercom device

Reset – button to Reset currently selected Intercom device

b) Available fields and controls for CS\_SP type of Intercom device:



Intercom Name – field to assign name for the Intercom device

MAC - field to view MAC address for the Intercom device

Type – field to view type for the Intercom device

Current status - field that shows current Intercom status

**ASSIGNED TO** – group of two combo boxes, which allow make assignments for currently selected Intercom device

**USER CONFIGURATION** – Table with user account records and 3 buttons (Add, Edit, Delete).

Press Add butto to add a new record (User Name, Password) to the table. Enter User Name and corresponding Password and press OK button in the pop-up window.

Click on required record in **USER CONFIGURATION** Table, and the press Edit button to edit the selected record.

Click on required record in **USER CONFIGURATION** Table, and the press Delete button to delete the selected record.

**Zone configuration controls** – the set of 8 similar control sets which allow cofiguring Sensor Types, Zone Types and Relay Delays for these 8 zones:

Zone *n* Configuration

Sensor Type – set of 3 Radio buttos to assign Sensor Type for Zone (Open; Close; Bypassed)

**Zone Type** – set of 2 Radio buttos to assign Zone Type for Zone (Supervised; Not Supervised)

**Relay Delay** – combo box to choose Relay Delay if required for Zone.

#### **Buttons:**

Save button – lets the operator to Save settings for currently selected Intercom device

**Delete** button – lets the operator to Delete currently selected Intercom device

Disable Alarm – button to disable Alarm for currently selected Intercom device

Unlock SP - button to unlock SP for currently selected Intercom device

Reset – button to Reset currently selected Intercom device

If current record was changed but not saved, and Millenium Xtra Operator is going to access any other part of the Millenium Xtra System, the following popup will occur:



Press Yes to save changes, No to discard changes, or Cancel to cancel your access to any other part of the Millenium Xtra System.

## **External Systems - CCTV**

An Internet protocol camera, or IP camera, is a type of digital video camera commonly employed for surveillance, and which unlike analog closed circuit television (CCTV) cameras can send and receive data via a computer network and the Internet. Although most cameras that do this are webcams, the term "IP camera" or "netcam" is usually applied only to those used for surveillance.

There are two kinds of IP cameras:

Centralized IP cameras, which require a central Network Video Recorder (NVR) to handle the recording, video and alarm management.

Decentralized IP cameras, which do not require a central Network Video Recorder (NVR), as the cameras have recording functionality built-in and can thus record directly to digital storage media, such as flash drives, hard disk drives or network attached storage.

In order to address issues of standardization of IP video surveillance, two industry groups were formed in 2008: the Open Network Video Interface Forum (ONVIF) and the Physical Security Interoperability Alliance (PSIA). While the PSIA was founded by 20 member companies including Honeywell, GE Security and Cisco, and ONVIF was founded by Axis Communications, Bosch and Sony, each group now has numerous members. As of January 2009, each group had released version 1.0 of their specification.

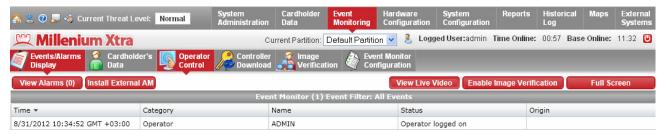
CCTV is a common abbreviation for Closed-circuit television, a system of remote monitoring using cameras. CCTV devices in Millenium Xtra System are added and configured via

System Administration – Customer Settings – CCTV Settings

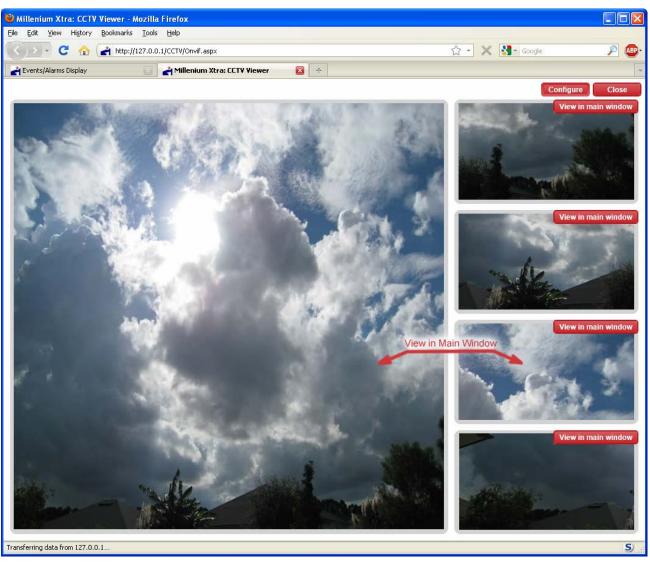
System Administration – Customer Settings – CCTV Camera Synchronization

System Administration – Customer Settings – ONVIF CCTV Cameras

After a successful installation of CCTV device(-s) an additional button(-s) will appear in the Millenium Xtra software interface. So, **Event Monitoring** screens (**View Events**, **View Alarms** sections) will now contain **View Live Video** buttons:



After the CCTV Viewer of Millenium Xtra software is configured, the System Operator can easily view as well as **live**, as well as **recorded** videos from cameras.



Millenium Xtra software supports IP Configure, OnSSI and ONVIF standards of CCTV devices. All the details of ONVIF cameras configuration are described in details below.

## **External Systems - ONVIF CCTV Cameras**

The ONVIF Core Specification aims to standardize the network interface (on the network layer) of network video products. It defines a network video communication framework based on relevant IETF and Web Services standards including security and IP configuration requirements. The following areas are covered by the Core Specification version 1.0:

IP configuration

Device discovery

Device management

Media configuration

Real time viewing

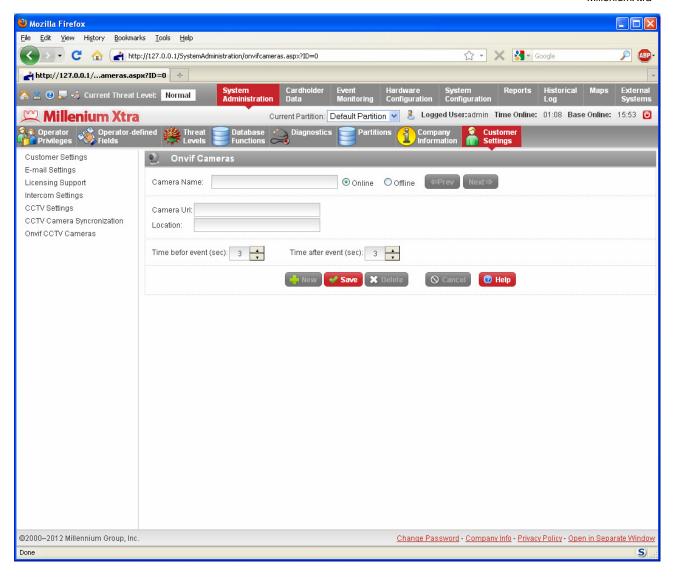
**Event handling** 

PTZ camera control

Video analytics

Security

ONVIF utilizes IT industry technologies including SOAP, RTP, and Motion JPEG, MPEG-4, and H.264 video codecs. Later releases of the ONVIF specification (version 2.0) also covers storage and additional aspects of analytics.



**ONVIF CCTV Cameras** Settings allow Millenium Xtra Operator to set up CCTV cameras which satisfy ONVIF Standards. ONVIF is committed to the adoption of IP in the security market. The ONVIF specification will ensure interoperability between products regardless of manufacturer.

#### Available fields and controls:

Camera Name – text field to input Camera Name (put ANY camera name here)

Camera Url – text field to input Camera Url (something like the text string given below: rtsp://10.0.1.42/onvif-media/media.amp)

**Location** – text field to input Camera Location (put ANY camera description here)

Time befor event (sec): – field to assign time before event (in seconds; 3 seconds by default)

Time after event (sec): - field to assign time after event (in seconds; 3 seconds by default)

Online / Offline - two Radio buttons to switch current ONVIF camera ON or OFF

### Buttons:

New - button to add a new ONVIF Camera

Save – button to save current ONVIF Camera settings

Delete - button to remove currently selected ONVIF Camera record

Cancel – button to cancel (don't save) changes within currently selected ONVIF Camera record.

## **External Systems - ONVIF CCTV Cameras, Adding**

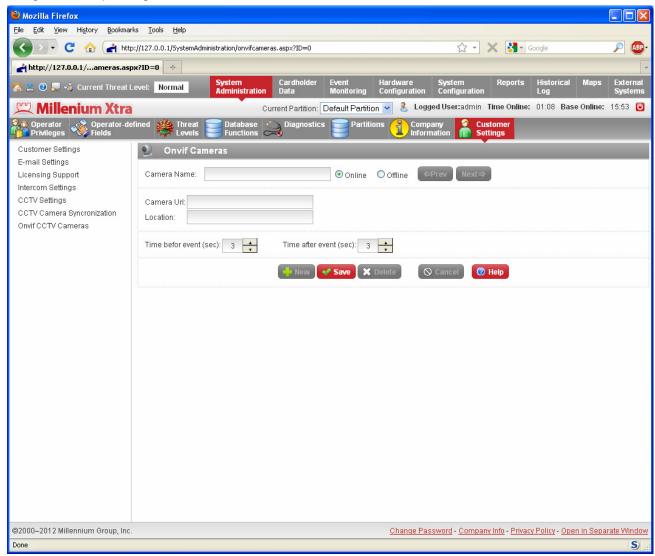
Before adding new cameras, check your CCTV settings:

System Administration – Customer Settings – CCTV Settings

To add a new ONVIF CCTV Camera, choose

System Administration – Customer Settings – ONVIF CCTV Cameras

using the corresponding software interface menu items.



Press New button.

Input Camera Name.

Input Camera Url using the RTSP protocol, IP address, and Path to your media location.

For example, the following text string for the Camera Url is correct:

rtsp://10.0.1.42/onvif-media/media.amp

Input Location. (put any description in the corresponding field)

Choose the appropriate video timing parameters:

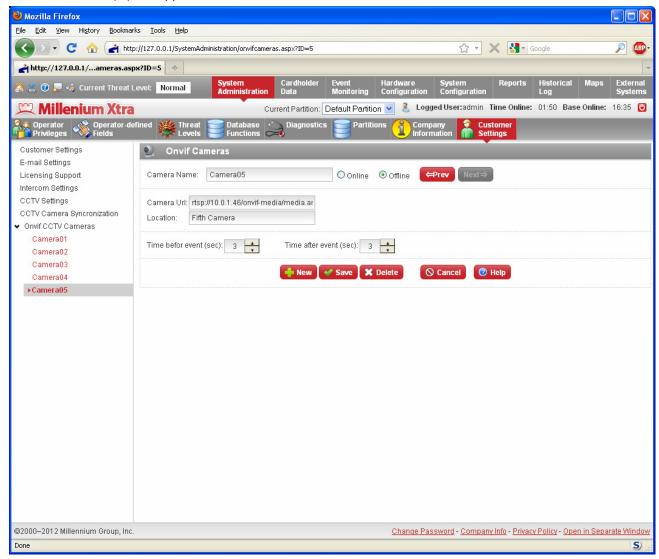
Time befor event (sec) – assign any time before the event (in seconds; 3 seconds by default)

Time after event (sec) – assign any time after the event (in seconds; 3 seconds by default)

Check that Online Radio button is selected.

Press Save button.

The new Camera(-s) will appear in the **Left-side Menu**:



After that you may configure and view your camera videos.

## **External Systems - ONVIF CCTV Cameras, Configure Live Video**

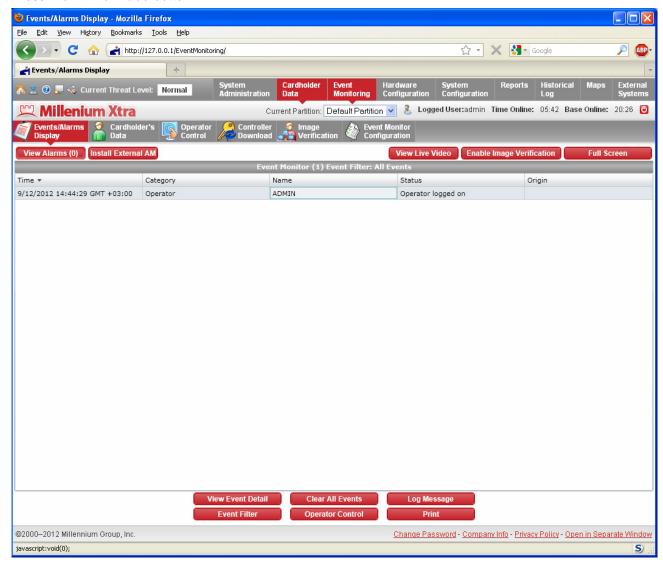
To configure Live Video, proceed the following steps:

Navigate to

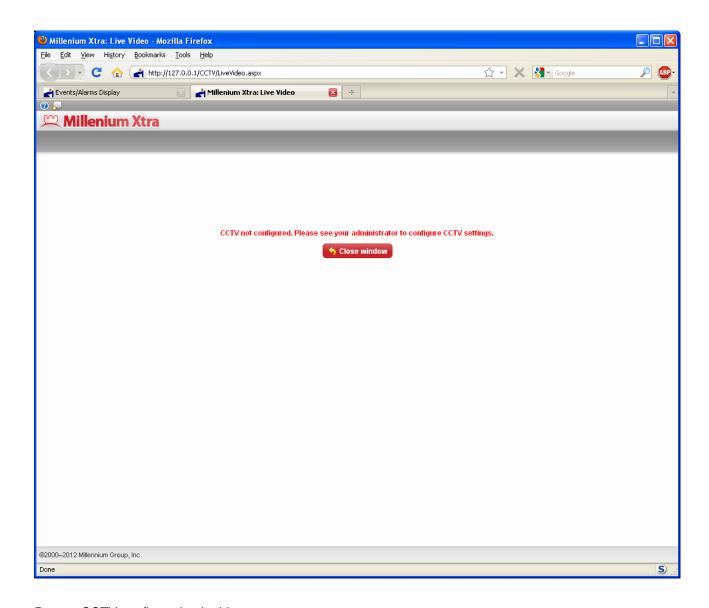
### **Event Monitoring – Events/Alarms display**

using the corresponding software interface menu items.

Press View Live Video button:



If there were some kind of errors during CCTV configuration or ONVIF Cameras configuration, the following message may occur:



Repeat CCTV configuration in this case.

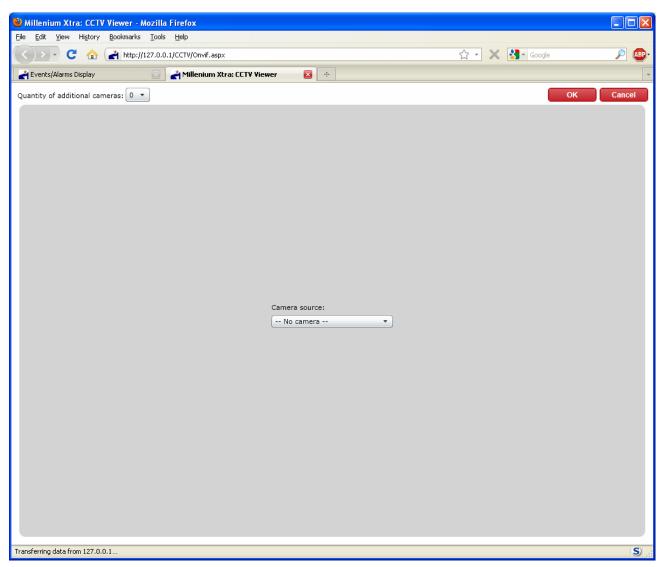
If your screen will look like



that means that everything is OK but your viewer requires some configuration.

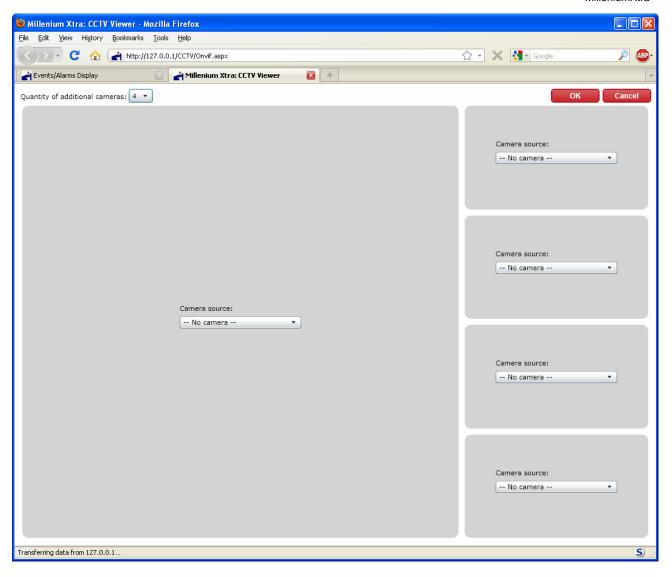
Press Configure button.

The following screen will appear:

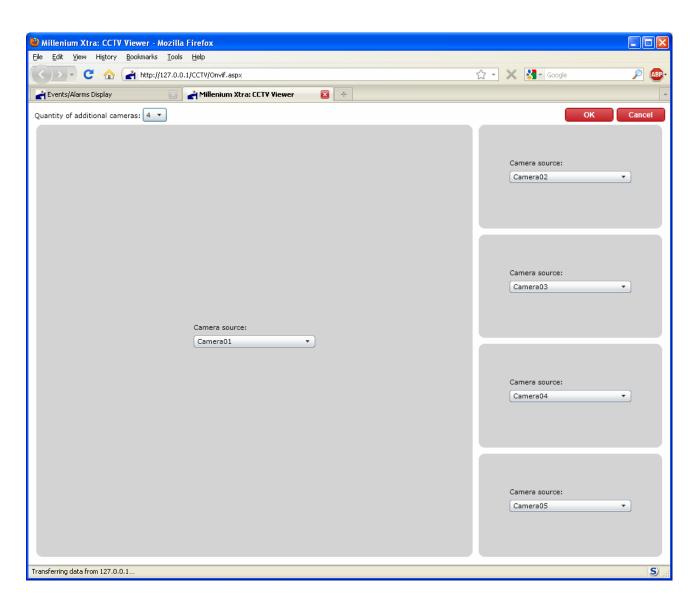


You need to assign the quantity of additional cameras (if they exist), as well as select Camera Source(-s) for your screen layout.

Let's use 4 additional Cameras:



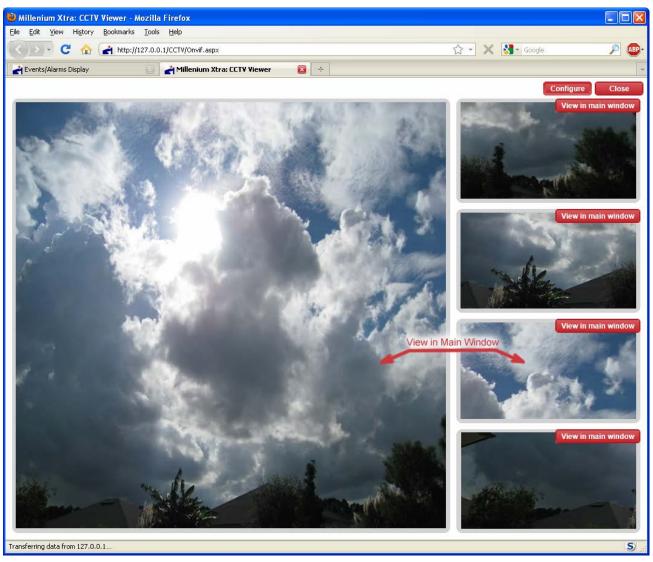
Assign all the Camera's sources as required:



### Press OK button.

Viewer configuration is complete.

If all the cameras are online and properly configured, you will obtain live videos from all of your cameras:



Use View in main window button to change viewports as required.

## **External Systems - ONVIF CCTV Cameras, View Live Video**

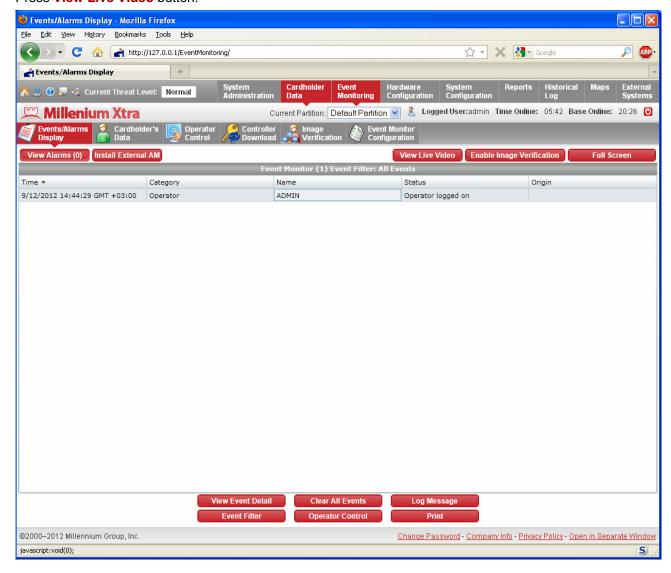
To view Live Video, proceed the following steps:

Navigate to

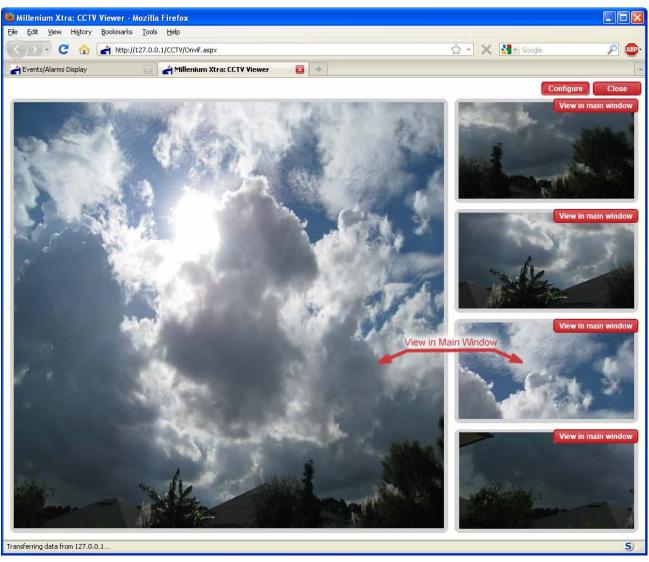
### **Event Monitoring – Events/Alarms display**

using the corresponding software interface menu items.

Press View Live Video button:



If all the cameras are online and properly configured, you will obtain live videos from all of your cameras:



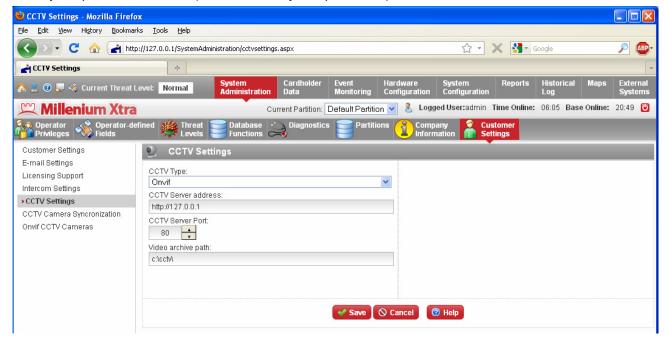
Use View in main window button to change viewports as required.

## **External Systems - ONVIF CCTV Cameras, Setting Up Alarms**

Millenium Xtra software allows viewing not only live video(-s). You may assign to save video(-s) for any required event or alarm. Video is saved in .asf format and is put in the folder which was selected during

System Administration – Customer Settings – CCTV Settings

Usually the path to save video (Video archive path: parameter) is set to c:\cctv\:



#### Navigate to

### **Event Monitoring – Events/Alarms display**

using the corresponding software interface menu items.

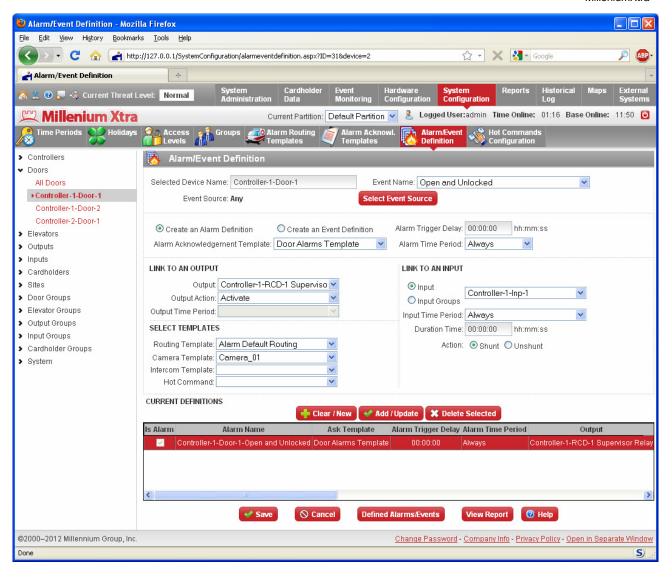
Press View Alarms button to see if there were already some kind of alarms.

If there were no alarms at all, install the required alarm(-s) on any of the required event(-s).

Navigate to

#### System Configuration - Alarm/Event Definition

When installing new alarm(-s), select the required **Camera Template** to store the alarm's video as shown on the picture below:



Camera Template is choosen by specifying the corresponding Camera Name.

If necessary, generate the required alarm using

**Event Monitoring – Operator Control** 

Navigate again to

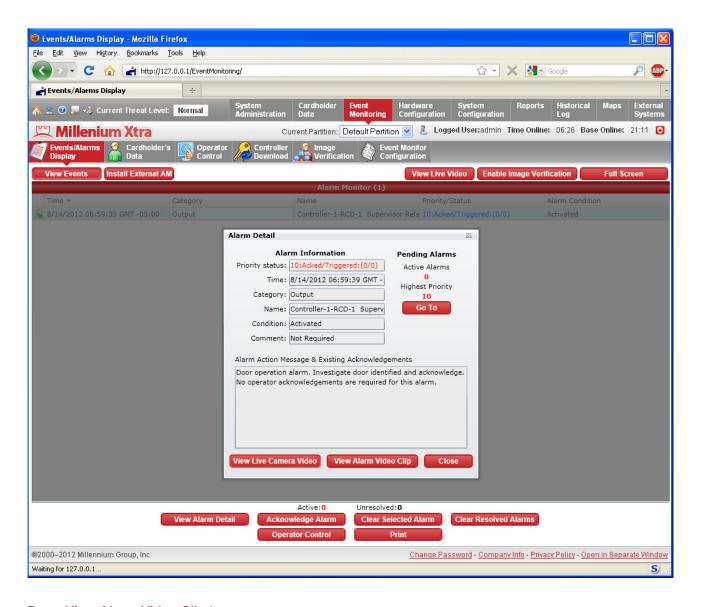
### **Event Monitoring – Events/Alarms display**

using the corresponding software interface menu items.

Press View Alarms button to see if the required alarm(-s) appeared.

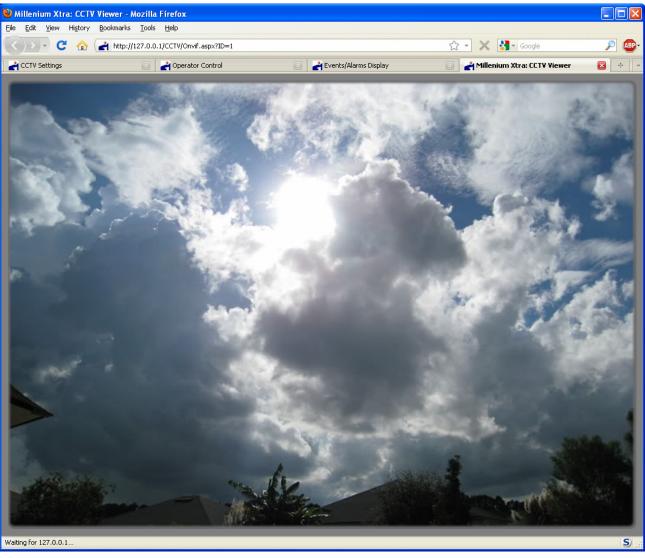
Double-click on the desired alarm.

The following screen will appear:



Press View Alarm Video Clip button.

Watch the saved video:



**Note.** The saved video files have the following mask:

Camera1\_2012-07-03T11-25-28\_20.asf,

where

Camera1 - Source Camera Name

**2012-07-03** – Date of saved video (yyyy-mm-dd)

11-25-28 – Time of saved video (hh:mm:ss)

**20** – duration of saved video (seconds)

## **External Systems - ONVIF CCTV Cameras, View Video On Alarm**

Videos on Alarm are saved in .asf format.

These video files are saved in the folder which was selected during

## System Administration – Customer Settings – CCTV Settings

Usually the path to save this type of video (Video archive path: parameter) is set to c:\cctv\

To view Videos on Alarm, navigate to

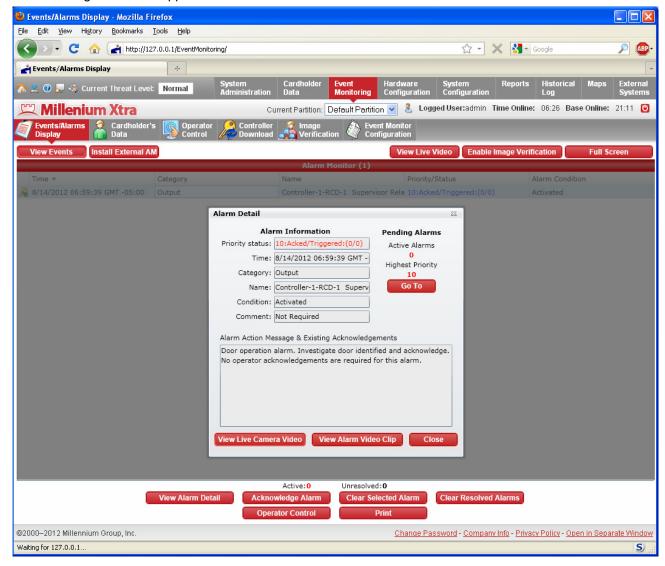
### **Event Monitoring – Events/Alarms display**

using the corresponding software interface menu items.

Press View Alarms button to see if the required alarm(-s) appeared.

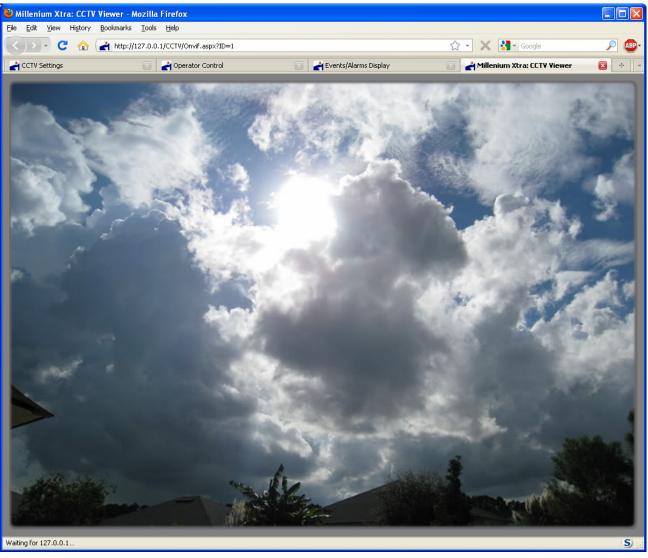
Double-click on the desired alarm.

The following screen will appear:



## Press View Alarm Video Clip button.

Watch the saved video:



Note. The saved video files have the following mask:

Camera1\_2012-07-03T11-25-28\_20.asf,

where

Camera1 - Source Camera Name

**2012-07-03** – Date of saved video (yyyy-mm-dd)

11-25-28 - Time of saved video (hh:mm:ss)

20 - duration of saved video (seconds)

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