

The next dimension of Locking System Management

AXM Lite

Manual



ALLEGION

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1. General safety instructions

Signal word: Possible immediate effects of non-compliance

WARNING: Death or serious injury (possible, but unlikely) IMPORTANT: Property damage or malfunction NOTE: Low or none



WARNING

Blocked access

Access through a door may stay blocked due to incorrectly fitted and/or incorrectly programmed components. SimonsVoss Technologies GmbH is not liable for the consequences of blocked access such as access to injured or endangered persons, material damage or other damage!

Blocked access through manipulation of the product

If you change the product on your own, malfunctions can occur and access through a door can be blocked.

 Modify the product only when needed and only in the manner described in the documentation.



NOTE

Intended use

SimonsVoss-products are designed exclusively for opening and closing doors and similar objects.

Do not use SimonsVoss products for any other purposes.

Qualifications required

The installation and commissioning requires specialized knowledge.

• Only trained personnel may install and commission the product.

Modifications or further technical developments cannot be excluded and may be implemented without notice.

The German language version is the original instruction manual. Other languages (drafting in the contract language) are translations of the original instructions.

Read and follow all installation, installation, and commissioning instructions. Pass these instructions and any maintenance instructions to the user.

2. Product-specific safety instructions

IMPORTANT

Changes to the locking system only take effect after synchronisation

If you edit the locking system with the AXM Lite, the changes are initially only saved to your database.

Your actual components will not know about these changes until they are synchronised.

- 1. Regularly check the components in the matrix for synchronisation requirements (see *The AXM's structure* [▶ 35]).
- 2. In the event of critical incidents (e.g. identification medium lost), it is particularly important to synchronise immediately after responding to the incident (see *Synchronisation: Comparison between locking plan and reality* [▶ 290]).



NOTE

Do not use Alt+F4 to close open windows

Windows open in the foreground block the remaining ones AXM Lite for further input. If you do not close such a window properly using the available buttons, but use Alt+F4 instead, then the window is closed, but the rest of AXM Lite remains greyed out. You will therefore lock yourself out of the AXM Lite.

Do not use Alt+F4 to close windows in the foreground.

3. Meaning of the text formatting

This documentation uses text formatting and design elements to facilitate understanding. The table explains the meaning of possible text formatting:

Example	button
Example	checkbox
• Example	Option
[Example]	Tab
"Example"	Name of a displayed window
Example	Upper programme bar
Example	Entry in the expanded upper pro- gramme bar
Example	Context menu entry
▼ Example	Name of a drop-down menu
"Example"	Selection option in a drop-down menu
"Example"	Area
Example	Field
Example	Name of a (Windows) service
Example	Commands (e.g. Windows CMD commands)
Example	Database entry
[Example]	MobileKey type selection

4. Intended use

The AX Manager Lite (AXM Lite) is a software for uncomplicated locking system management. It simplifies administration and control of locking components and authorisations in System 3060. Large and complex locking systems can be easily maintained using the SQL database.

5. General

The AX manager, abbreviated AXM, follows the footsteps of the well-proven LSM.

The interface is redesigned from scratch, intuitive and clear. It helps with daily tasks regarding all supported components (see Scope of AXM Lite).

AXM In comparison to the LSM the AXM comes with the following major innovations:

- Microsoft SQL database as widespread substructure for databases
- Future-proof operation through touchscreen-operation
- Simplified tasks with user-friendly assistents
- Authorization groups: Collecting tank for identification media and closures. All contained identification media are automatically authorized to all contained closures.
- Keep an eye on everything: Global search in the whole software



Lite edition With the lite edition we are evolving to the next level of locking system management. This edition comes with selected features and a limited size for the locking system. (see LSM Starter edition).

You may manage up to 20 locks and 100 transponders.

New in AXM

6. Information on data protection

6.1 IT basic protection

6.1.1 What protection requirements do the data processed in the system have?

In general, only non-critical data with so-called normal protection requirements are processed and stored in the software. This means data whose hypothetical loss neither damages the reputation of a person nor the image of a company. A high financial loss is also not to be expected.

6.1.2 What IT infrastructure requirements are recommended?

According to the German Federal Office for Information Security (BSI), basic IT security is therefore sufficient as a security concept for a SimonsVoss locking system and is regarded as a recommended minimum requirement for your IT infrastructure.

6.2 Encryption

6.2.1 Is the data in System 3060 encrypted?

Yes. Data packets are encrypted end-to-end within the system's own communication network. We utilise multi-level data protection techniques, which we ultimately secure with standard encryption methods (AES, 3DES). The latest versions of our products increase the level of security, as they always reflect the current state of the art.



NOTE

Locking system password as part of the security concept

The locking system password you assign (not the user) is part of the overall security concept. With a complex password, you automatically increase the length of the encryption key used and thus the security of your data. We recommend a minimum of 12 characters and the use of numbers, lower case, upper case and special characters. Please store the locking system password in a secure place (e.g. in a safe) to which only authorised persons have access.

6.2.2 What data is encrypted?

Within the system's own communication network, no personal data is processed. It pseudonymised instead using the identification numbers. They cannot be associated with a real person even without encryption.

6.2.3 Are the transmission paths via radio, for example, also encrypted?

No. Thanks to consistent end-to-end encryption, our secure communication is independent of the transmission method. Intercepted data cannot be read without the appropriate secret key. End-to-end encryption allows the use of system-specific transmission paths without loss of performance.

6.3 Working in compliance with data protection regulations (GDPR)

6.3.1 What personal data is stored in the software?

It is possible to store the following data of a person in the software:

- First name
- Last name*
- Title
- Address
- Phone
- 🗜 E-Mail
- Personnel number*
- User name
- Department
- E City/Building
- Set From/To
- Date of birth
- E Cost center
- Photo

Only the last name and personnel number (*mandatory fields) are required when using the software. Special categories of personal data according to Art. 9 GDPR are not stored.

6.3.2 For what purpose is personal data stored in the software?

In order to be able to make full use of the functions of an electronic locking system, it is necessary to be able to assign the identification media used (e.g. transponder) to a specific user (e.g. employee).

6.3.3 How long is personal data stored in the software?

The data is stored within the locking system for at least the duration of the occupation of an identification medium (e.g. company affiliation).

The duration of data storage, e.g. in logs and access lists, can be changed at will by the locking system administrator.

6.3.4 Can the right to read access lists be additionally secured?

When using the optional ZK function in our locking components, access to the data collected with it can be equipped with increased user rights.

Example: A separate user is created for the works council. Only this user is given reading rights to the access lists in case of suspicion. In addition, this user can be protected with a shared password. Only one part of the password is known to two or more members of the works council.

6.3.5 Is personal data in the software protected against access by third parties?

In principle, the user (end customer) of the locking system and the software is responsible for managing and securing access rights.

In the locking system itself, all data is secured using a multi-level encryption process. Opening the graphical user interface to access the data is not possible without a password and appropriate user rights.

There shall be no automatic transmission to third parties, use or processing by SimonsVoss.

6.3.6 Can the stored data be made available as a copy?

All collected data on a data subject can be made available as a copy by means of an export function (Art. 15 GDPR).

6.3.7 Can personal data be deleted from the software?

Personal data can be validly deleted from the software (from version 3.4 SP1) and the associated database at the request of a data subject in accordance with Art. 17 GDPR.



Projects/locking systems	A project with a locking system	
Users	One user	
Number of locking devices	20	
Number of credentials	100 (transponders only)	
	G2 components	
	# AX components	
	Digital Cylinder AX	
	Locking Cylinder 3061	
	SmartHandle AX	
Locking devices and identification	SmartHandle 3062	
media supported	SmartRelay 3063 (G2)	
	SmartRelay 2 3063	
	Padlock	
	Padlock AX	
	SmartLocker AX	
	Furniture lock (G2)	
	CD.Starter.G2	
Programming devices	SmartCD.G2/SmartCD2.G2	
	SmartStick AX	

You can upgrade at any time if your version reaches its limits.

7. Range of functions for AXM Lite

8. System requirements

AXM Lite

Operating system	Windows 10	
	Windows 11	
	1,44 GHz or faster (Intel, AMD)	
Processor	No support for ARM processors un- der System 3060	
Random access memory	4 GB or more (recommended: 8 GB)	
Free space	500 MB (physically)	
Dicelay	■ 10" or bigger	
Display	■ 1280×768 or more	
.NET Framework	4.7	
Supported MS SQL edition	SQL Server Express Local DB 2019	

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9. Release notes

9.1 Version 1.0.2306.1402

Released on 14.06.2023

Improvements

- 1. Function Distribution of lock ID and battery warning by receipts
- 2. Optimisation of the entire backup process

Bugfixes

- 1. Correction of target status of transponder when assigning to access levels
- 2. Faulty programming requirements Duplicated transponder and changed time control
- 3. Display and configuration of cylinder 3061 with push-button control
- 4. Various text corrections
- 5. Display and configuration of cylinder 3061 with push-button control

9.2 Version 1.0.2205.2402

Released on 05.01.2023

Improvements

1. Support for all further developments of our AX components (HP2)

Bugfixes

- 1. Correction in the display of numbers in foreign languages
- 2. Erroneous programming requirements Changing public holidays
- 3. Correction of the battery status display

9.3 Version 1.0.2401.0501

Released on 05.01.2024

Bugfixes

1. Expiry date 01.01.2024 removed

9.4 Version 1.0.2402.2701

Released on 01.03.2024

Improvements

1. Support for the new SmartHandle AX Advanced

9.5 Version 1.0.2502.0602

Released on 07.02.2025

Bugfixes

1. Expiry date 01.02.2025 removed

10. Installation

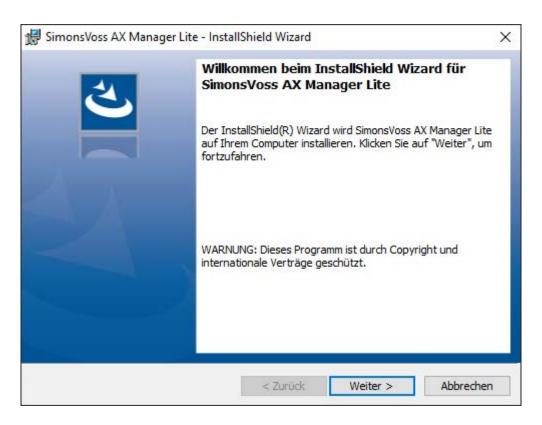
- ✓ System requirements fulfilled for the AXM Lite (see System requirements [▶ 17]).
- 1. Execute the set-up file.
 - → The InstallShield wizard will open.

SimonsV	SimonsVoss AX Manager Lite - InstallShield Wizard 🛛 🗙				
Wählen Sie die Sprache für die Installation aus der unten aufgeführten Auswahl aus.					
	Deutsch	\sim			
	OK Abbrecher	n			

- 2. Select the language in which the is AXM Lite to be installed.
 - → Set-up checks whether additional software needs to be installed.

SimonsVoss AX	SimonsVoss AX Manager Lite - InstallShield Wizard				
installie	Für SimonsVoss AX Manager Lite müssen folgende Elemente auf Ihrem Computer installiert sein. Klicken Sie auf "Installieren", um mit der Installation dieser Elemente zu beginnen.				
Status	Anforderung				
Bevorstehend	Microsoft SQL Server 2019 Express LocalDB				
	Installieren Abbrechen				

- 3. Install the additional software displayed if required.
 - → The AXM Lite set-up will open.



- 4. Follow the AXM Lite set-up.
- → AXM Lite is installed.

10.1 Run AXM as the administrator (recommended)

SimonsVoss recommends that you always start AXM Lite as the administrator. This ensures potential problems due to lack of access and write permissions can be avoided from the outset:

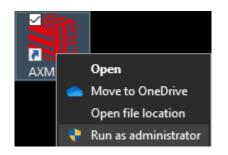
Manual start as administrator

- ✓ AXM Lite installed.
- Administrator rights available.
- 1. Locate the shortcut or the AXM Lite icon.



2. Right-click on the shortcut menu to open the context menu.

3. Click on the Run as administrator entry with your name.



 \mapsto AXM Lite runs as the administrator.

Automatic start-up as the administrator

Starting manually as the administrator has two disadvantages:

- Inconvenient.
- You might forget to start AXM Lite as the administrator.

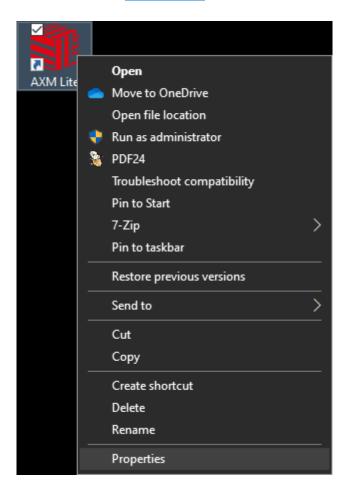
Consequently, SimonsVoss recommends that the properties of the link to AXM Lite be set so that the AXM Lite is always run as administrator using this shortcut.

- ✓ AXM Lite installed.
- ✓ Administrator rights available.
- 1. Locate the shortcut or the AXM Lite icon.



2. Right-click on the shortcut menu to open the context menu.

3. Click on the Properties entry with your name.



→ The "AXM ... Properties" window will open.

4. Go to the [Link] tab.

🇊 AXM Lite Pro	perties	×		
Security General	Details Shortcut	Previous Versions Compatibility		
AX	M Lite			
Target type: Target location:	Application AXM Lite			
<u>T</u> arget:	gram Files (x86)∖Simons∖	oss\AXM Lite\AXM.exe"		
<u>S</u> tart in:	"C:\Program Files (x86)\SimonsVoss\AXM Lite" None			
Shortcut key:				
<u>R</u> un:	Normal window	~		
Comment:				
Open <u>F</u> ile Lo	cation <u>Change Icor</u>	n A <u>d</u> vanced		
	ОК	Cancel <u>Apply</u>		

- 5. Click on the Advanced... button.
 - → The "Advanced Properties" window will open.

Advanced Properties	×
Choose the advanced properties you want for this shortcut.	
Run as administrator	
This option allows you to run this shortcut as an administrator, while protecting your computer from unauthorised activity.	
✓ Run in separate memory space	
OK Cancel	

- 6. Activate the 🔽 Run as administrator checkbox.
- 7. Click on the OK button.
 - └→ Window "Advanced Properties" closes.
- 8. Click on the OK button.
 - └→ Window "AXM ... Properties" closes.
- → If you start AXM Lite via this link in the future, AXM Lite will automatically run as the administrator.

10.2 Updating AXM

With the latest AXM Lite, you have the best software and hardware support. This is why your AXM Lite checks whether updates are available and also offer them for installation every time it launches. Back up your database (see *Creating a backup* [+ 336]) before updating.

See *Displaying version number and licence key for the AXM installed* [• 341] to view the currently installed version of your AXM Lite instead.

Obviously, you can also check manually whether an update is available and install it.

- ✓ AXM Lite open.
- ✓ Database backed up.
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

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AXM Lite 🔒 🕲	®			Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🥔 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🧳 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Click on the Check for updates entry in the | INFO & HELP | group.

INFO & HELP

About AX Manager

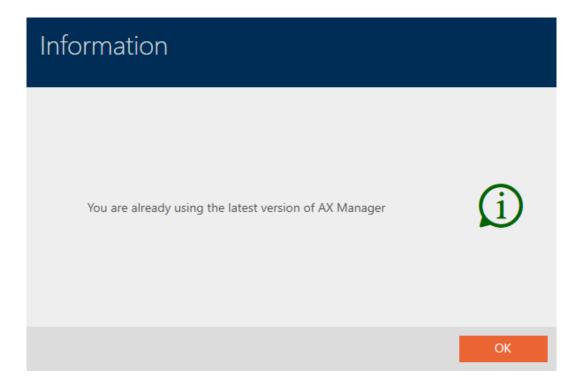
SimonsVoss Online Support

Check for updates

Feedback

Download error logs

If an update is available, it is displayed and offered for installation. If your AXM Lite is up to date, you will see this window:



11. First steps after a new installation

AXM Lite will greet you with the login screen after installation.

		Dei AXM Li an ihrem Projekt an	te (Beta)	
Sicherung	Wiederher.	↑ Fehlerdateien		
			Ein neues Projekt a	nlegen
			Projektname	
			Benutzername	Admin
			Neues Kennwort	Kennwort
			Kennwort wiederholen	Kennwort
				Sie haben sich bisher noch nicht an diesem Projekt angemeldet. Deshalb müssen Sie zunächst ein Kennwort für den Admin-Benutzer festlegen. Das Kennwort muss mind. 8 Zeichen lang sein.
			Qualität	
				Erstellen
				Abbrechen

You will see the following input fields:

- Project name
- Username
- New password
- **Repeat password**
- 1. Enter a project name in the *Project name* field.
- 2. Enter a password of at least 8 characters in the *New password* field to protect your project.
 - → A coloured bar shows you how secure your password is.

Quality 📃

- 3. Repeat the password entered in the *Repeat password* field.
- 4. Click on the Create button.
- \mapsto The new project is protected.

You can change the user password you have just created if required (see *Changing the user password* [\rightarrow 343]).

The first locking system password is generated automatically and saved in a text file (**Documents/SimonsVoss**).

📙 👌 Dieser PC 👌 Dokum	ente 👌 Simon	sVoss	~	U	مر
erate	* ^	Name			
itenbank	*	Passwort Informatio	onen AXM Li	ite Proj	ect
Passwort Informationen AXM L	-	or	_		×
Dies ist das Schließanla		für das Projekt: AXM	Lite Proj	ect	^
Das Passwort lautet:	12846,823(297)				
Bitte sichern Sie diese	Datei oder dı	rucken Sie sie aus.			\sim
<					>
	Ze 1, Sp 1	100% Windows (C	(RLF) UTF	-8	.:

You can change the locking system password (see *Changing locking system password* [▶ 280]).

IMPORTANT

Keep locking system password accessible and secure

The locking system password is the most important password of all. For security reasons, SimonsVoss is not able to reset any components without a locking system password or backup. There is no general master key.

It is no longer possible to program components if the locking system password is no longer known or can no longer be recovered from a backup. The components must be removed from locks and disposed of, which takes a great deal of effort.

- 1. Ensure that authorised persons can be view and/or access the locking system password at any time.
- 2. Take into account both foreseeable events (e.g. locking system administrator retires) and unforeseeable events (e.g. locking system administrator leaves post).

Launching AXM Lite for the first time

AXM Lite now offers you several wizards one after the other:

- 1. Add locking device
- 2. Add transponder

AXM Lite (Manual)

Keine Schließung vorhanden	Kein Transponder vorhanden
Es ist noch keine Schließung vorhanden. Wollen Sie jetzt eine anlegen?	Es sind noch keine Transponder vorhanden. Wollen Sie jetzt einen anlegen?
Ja Nein	Ja Nein

These wizards allow you to start building your locking system directly and familiarise yourself with the AXM Lite interface.

However, before setting up a large locking system, plan things out first in preparation (see *Best practice: setting up the locking system* [+ 29]).

If you are working with a locking system for the first time, you will find explanations and background information here: *Background knowledge and explanations* [+ 360].

11.1 Best practice: setting up the locking system

You will save a great deal of time and effort if you set up your locking system systematically in an order sequence where you only need to open the windows once as far possible.

As a basic rule, the easiest way is to prepare the organisational structure first (see *Organisational structure* [\blacktriangleright 44]).

Experience has shown that the following approach is best:

- 1. Create locations (see *Creating a location* [> 69]).
- Create building (see Creating a building and assigning it to a location [▶ 72]).
- 3. Create the first schedule (see *Creating a schedule* [+ 45]).
- 4. Create all required time groups (see *Create time group* [> 49]).
- 5. Create additional schedules, setting the time groups directly for each schedule while doing so.
- 6. Create access levels (see *Access levels* [> 261]).
- Create identification media and assign them directly to the access levels and time groups when they are created (see *Creating transponders and cards [*• 77] and *Restricting identification medium authorisations to specific times (time group) [*• 104]).
- 8. Create locking devices and assign them directly to access levels and schedules when they are created (see *Creating a locking device* [+ 182] and *Limiting authorisations for locking devices to specific times (schedule)* [+ 220]).

- 9. Synchronise locking devices (see *Synchronising the locking device (in-cluding reading access list)* [▶ 291]).
- 10. Synchronise identification media (see *Synchronise a card/transponder* (including importing physical access list) [+ 304]).

If you use this order sequence, you can use the results from the previous steps directly in the next steps:

- Setting up time groups for newly created schedules directly in the Created Schedule window
- Time group and access levels directly in the window for the created identification medium
- Schedule and access level directly in the window for the created locking device

Background knowledge for you to take into account for time management and access levels:

- Event management [> 366]
- Access levels [> 378]

Obviously, you can deviate from this sequence and first create identification media and locking devices without a time group, for example. However, if you need time management at a later stage, you will need to:

- Assign a schedule to each locking device included in time management
- Assign a time group to each transponder.

11.2 Best practice: Database protection

You can further enhance the security level of your AXM Lite by protecting access to your SQL database.

- 1. Create a separate Windows user account for the locking system administrator.
- 2. Use a strong password for all Windows user accounts.
- 3. Encrypt the hard disk where the database is stored.

12. Registration

You can try AXM Lite out for 90 days after initial installation. After the trial period, you will need to register the software to continue using it.

Create licence request

First of all, you make a licence request. To do this, you will need:

- Licence key
- E Consignment number
- Order number
- ✓ AXM Lite open.
- 1. Click on the < Register now button at the bottom of AXM Lite .



 \mapsto The registration form will open.

	rung Ihres AX Managers ^{e Registrierungsdaten ein}	
Bitte füllen Sie die	eses Formular vollständig aus und generieren Sie eine Lizenzanforderung.	
Edition	AXM Lite ~	
Unternehmen		
Adresse		
PLZ	Ort	
Land	~	
Kontaktperson		
E-Mail		
Tel.		
Lizenzschlüssel		
	Nutzungsbedingungen akzeptieren	
	Lizenzdatei importieren Registrieren 86-tägige Testphase weiterführen Abbrechen	

- 2. Complete the registration form in full.
- 3. Enter your licence key (XXXX-XXXX-XXXX-XXXX).

4. Select the **▼** Terms of Use accept checkbox.



- 5. Click the Register button.
 - → The Explorer window will open.
- 6. Save the registration file (extension: .rgo) to a file directory of your choice.
 - \mapsto Explorer window closes.
 - → Registration form will display an email address.

<u> </u>	erung Ihres AX Managers e Ihre Registrierungsdaten ein
	Bitte schicken Sie die heruntergeladene Datei an die E-Mailadresse
	software-registration.sv@allegion.com
	Unser Vertriebsteam wird Ihre Anfrage prüfen und Ihnen die Lizenzdatei so schnell wie möglich zuschicken.
	Lizenzdatei importieren 84-tägige Testphase weiterführen Abbrechen

- 7. Send an email with the registration file, order number and consignment number to software-registration.sv@allegion.com.
- → SimonsVoss will check your licence request.

Importing the licence file

Once your licence request has been checked and accepted, you will receive an email from SimonsVoss containing a licence file (extension: .lic).



Register your AXM Lite by importing this licence file.

- ✓ AXM Lite open.
- 1. Save the licence file you received in a file directory of your choice.
- 2. Click on the < Register now button at the bottom of AXM Lite .





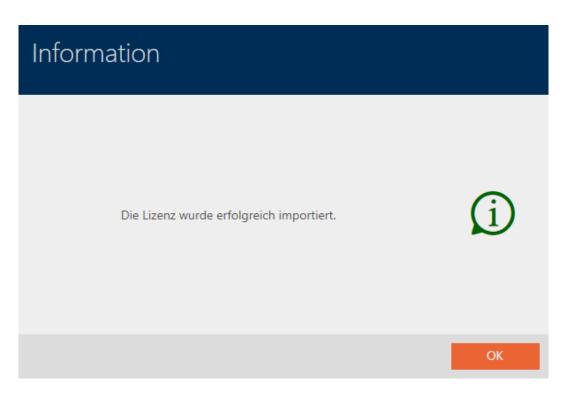


NOTE

No need to complete twice

You do not need to fill out the registration form again.

- 3. Click on the Importing the licence file button.
 - → The Explorer window will open.
- 4. Navigate to your licence file.
- 5. Select your licence file.
- 6. Click on the Open button.
 - → Explorer window closes.
 - \mapsto Licence file is imported.
- \mapsto AXM Lite is registered.



SimonsVoss ID for cloud services

You need to create and link a SimonsVoss ID to access the cloud functions available to you for AXM Plus and higher. A window will open immediately after registration for you to do this (see *Registration* [\bullet 31]).

You also need to have issued a SEPA direct debit mandate for the service fee.

13. The AXM's structure

	£. ©. €.													– ■ × Q. Globale Suche
Matrixansicht \times	Berechtigungsgru	uppen x S	Standorte	× D	ashb	oard	×	Ture	n×					
Reue Schließung	Rever Transporder	Duplizieren	Loschen			Weasley, Ron Assert	Weasley, Fred	Lovegood, Luna	G Granget, Hermine usuad	E3 Aitualisieren Ko	P	K. Anzeigefliter loschen	© 2 9 9 6 9 10 1	Schießung defekt / austauschen Neuer Transponder Transponder defekt / austauschen Transponder zurückgegeben Transponder vergessen
Tür	🖓 Тур	7	Sync	7										
Gryffindor dormi	t 💡					×	×		•					
Hufflepuff dormit	L. Ø		C					×						
Stadium illuminat	ti 🕒		C			×	×							
1				ş	2								2	
Benutzer: Admir	1											Projekt: AXM Lite Proj	ect	Simons≣Voss

The AXM Lite interface consists primarily of four large sections:

AXM bar and tabs

\equiv axm	₽. @ @				Q Globale Suche	_ □ ×
Matrixansicht >	Berechtigungsgruppen ×	Standorte ×	Dashboard \times	Türen ×		

Use the orange AXM button \equiv AXM to expand the AXM bar:

AXM Lite 🛃 🕲	®			Q, Global search
WERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🖉 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e ² Access Levels			Download error logs
	Time Plan Management			

This gives you access to all available tabs.

Below you will see the open tabs. Each task takes place within a tab. For example, there is a tab for [Access levels], a tab for [Locations] and so on.

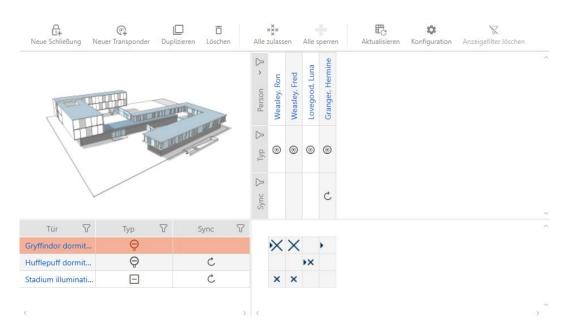
Basically, you can operate the tabs in the same way that you would use your browser (see *Tab operation* [\blacktriangleright 41]).

There are three buttons next to the AXM button to skip directly to synchronisation of locking devices and identification media.



These can be used as an alternative to start synchronisation without entering the locking device or identification medium properties first.

On the right, you will find a global search function. This is where you can search the entire database for entries of all types (see *Global search* $[\blacktriangleright 41]$).



Matrix section

The matrix section is the engine room behind your AXM Lite. This is where you can see all locking devices and identification media. You can use the filter function to hide entries, giving you an overview (see *Sorting and filtering* [\blacktriangleright 37]).

Each row normally represents a locking device and each column represents an identification medium. This identification medium's authorisation for this locking device is indicated where rows and columns meet (see *Permissions* [> 256]). There are basically two different main states:

- Authorisation set (cross)
- No authorisation set (no cross)

Various details can be displayed in the matrix. One is the synchronisation state. You need to synchronise if you see the synchronise icon $\cancel{}/\cancel{}$ here (see *Synchronisation: Comparison between locking plan and reality* [\cdot 290]). Click on $\cancel{}/\cancel{}$ to start synchronising the entry concerned immediately.

The matrix section also contains an action bar that you can use to edit the matrix:



Wizard menu

() A	SSISTENTEN	>>
e,	Neue Schließung	
A	Schließung defekt / austauschen	
@	Neuer Transponder	
6	Transponder defekt / austauschen	
Q	Transponder zurückgegeben	
Ŷ	Transponder vergessen	
ଭ	Transponder verloren	
\otimes	Transponder sperren / entsperren	

There is a wizard menu on the right side of your AXM Lite. This is where you will find wizards to assist you in situations that occur frequently (e.g. lost identification media).

If you need more space, you can use >> to hide the wizard menu and << to show it.

User/project Bar

Benutzer: Admin Projekt: AXM Lite Project

You can see the user and project names at the bottom of the screen.

Dashboard

One new feature in AXM Lite is the dashboard (see *View statistics and warnings (dashboard)* [+ 355]). The dashboard provides you with statistics on your database and gives you warnings – when a task has not yet been completed, for example.

The dashboard can be accessed via the AXM bar.

Log

The log allows you to keep track of who changes what in the database and when they make the change (see *Tracking activities in the database (log)* [• 356]).

The log can also be accessed via the AXM bar.

13.1 Sorting and filtering

Large lists and tables can become confusing.

The AXM Lite provides you with sorting and filtering functions to simplify things.

Sorting

- 1. Click on one of the column or row headings.
 - \mapsto Entries will then be sorted by this column/row.
- 2. Click on the same heading again.
 - \mapsto The sort order is reversed.

Filtering

- 1. Click on the γ button in one of the displayed column or row headers.
 - → The filter menu will open.

Ma	trixansicht $ imes$	Transponder ×	c						
	eu Löschen	In Matrix anzeiger	1	Duplizieren	↑ Export	Anzei	X gefilter lös	schen	
	Nachname	~ ~	7	Vorname					∇
>	Weasley		a↓	Sortiere v	on A nach	Ζ			
	Weasley		z↓	Sortiere v	on Z nach	A			
	Lovegood		T°	Filter lösc	hen				
	Granger			Textfilter				►	
				Suche				Q	
				🔽 (Al	le auswähl	en)			
				🗸 Gra	anger				
				✓ Lov	/egood				
				✓ We	asley				
					OK		Abbre		

2. Adjust the filters.

Ma	trixansicht $ imes$	Transponder \times							
	eu Löschen	In Matrix anzeigen		Duplizieren	↑ Export	Anzeig	X gefilter löse	chen	
	Nachname	~ 7	7	Vorname					7
>	Weasley	A Z	Ļ	Sortiere vo	n A nach	Ζ			
	Weasley	Z	ţ	Sortiere vo	n Z nach	A			
	Lovegood		ľ	Filter lösch	en				
	Granger			Textfilter				►	
				Suche (Alle Gran Cove Wea	good	en)		٩	
					OK		Abbre	chen	

- 3. Click on the OK button.
 - \rightarrow The filter menu will close.
 - \vdash Entries will now be filtered when displayed.

Ma	trix	ansicht $ imes$	Transponder $ imes$				
	eu	C Löschen	In Matrix anzeigen	Duplizieren	↑ Export	℃ Anzeigefilter löschen	
	Na	ichname	~ 7	Vorname			∇
>	We	easley		Ron			
	We	easley		Fred			
	Lo	vegood		Luna			

13.2 Installation wizards

② A	SSISTENTEN	»
e,	Neue Schließung	
æ	Schließung defekt / austauschen	
P	Neuer Transponder	
©	Transponder defekt / austauschen	
@	Transponder zurückgegeben	
Ŷ	Transponder vergessen	
@	Transponder verloren	
\otimes	Transponder sperren / entsperren	

The wizards in the wizard section will help you complete certain tasks quickly and reliably. Just click on the corresponding wizard. The wizard asks questions and provides background information. The wizard will guide you through the solution to your problem based on your answers.

If you need more space, you can use >> to hide the wizard menu and << to show it.

13.3 Multiple options, same result

This manual usually only describes one way to do something specific. However, this does not mean the described approach is the only way to complete the task.

There are often several ways to achieve the same result.

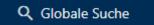
For example, you can delete an entry in the matrix in two ways:



- 1. Using the matrix bar: Löschen
- 2. Using the context menu: Löschen

Both ways delete the entry.

13.4 Global search



The global search in AXM Lite searches all entries and lists them in an overview:

—		:
\equiv AXM Lite	₽ @ @	Q Globale Suche
Matrixansicht $ imes$	Suche 3 ×	
	Q Gryffindor	X Suche
	3 Ergebnisse	
	TÜREN (1 von 1)	BERECHTIGUNGSGRUPPEN (1 von 1)
	Gryffindor dormitory (000E04GX) Name Gryffindor do	Gryffindor Name Gryffindor
	Zeige in der Liste > Zeige in der Matrix >	Zeige in der Liste →
	GEBÄUDE (1 von 1)	
	Gryffindor tower (GT) Name Gryffindor to	
	Zeige in der Liste >	
Benutzer: Admin		Projekt: AXM Lite Project Simons Voss

Use the Zeige in der Matrix or [Zeige in der Liste] buttons to go directly to the required entry in the matrix or list view.

AXM Lite will help you in your search by automatically offering you the last items entered in the search field as a drop-down menu:

Q →
LETZTE SUCHEN
dfasnfxkduighnredzukfgndlsjfnhrdkfgj [,]
dormitory
gryffindor
potter

13.5 Working with AXM more effectively

13.5.1 Tab operation

AXM Lite allows you to handle multiple tasks at the same time with an innovative tab control function. Simply leave several tabs open at the same time.

Frequently used tabs can also be opened automatically when the program is launched (see *Pinning tabs* [+ 330]).

Some tabs are opened in the foreground as windows and must first be closed again before you can do anything else. These include but are not limited to:

- [Project backup]
- [Change user password]
- [SETTINGS]
- [Programming devices]
- [About AX Manager]

You can recognise such tabs by the fact that the rest of AXM Lite is greyed out when opened.



NOTE

Do not use Alt+F4 to close open windows

Windows open in the foreground block the remaining ones AXM Lite for further input. If you do not close such a window properly using the available buttons, but use Alt+F4 instead, then the window is closed, but the rest of AXM Lite remains greyed out. You will therefore lock yourself out of the AXM Lite.

Do not use Alt+F4 to close windows in the foreground.

13.5.2 Hotkeys



Key shortcut	Response				
Tab	Skips to next input field.				
Shift + Tab	Skips to the previous input field.				
Ctrl + tab	Skips to next tab.				
Ctrl + Shift + tab	Skips to the previous tab.				
Ctrl + Z	Undoes the last action (e.g. deletes text entered in an input field by mistake)				

13.5.3 Creating additional objects

It is often the case that you will want to create multiple objects with the same or similar settings.

One example is a number of identification media which need to have the same time rules.

This is where AXM Lite helps you and offers the \mathbf{V} Create additional objects checkbox in many windows. If you activate this box, the current window with the same settings will remain open.

Example: you create a transponder and activate the checkbox. Now click on the Finish button. The required transponder is now created but the window remains open with the same settings. This means that you do not need to set up everything again for the next transponder. You simply need to enter a new name.

14. Organisational structure

14.1 Creating access levels

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - → AXM bar opens.

AXM Lite 🔓 🕲	0			Q, Global search
WERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🔊 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Select the Access levels entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - \mapsto The AXM bar will close.
 - → The [Access levels] tab will open.

Ma	trixansicht $ imes$	Berechtig	ungsgruppen $ imes$					
N	F <u>同</u> eu Löschen	↑ Export	∖ Anzeigefilter löschen					
	Name	7	Beschreibung	\bigtriangledown	Anzahl Schließungen	Y	Anzahl Transponder	7

- 3. Click on the New + button.
 - \mapsto The window for a new access level will open.

Berechtigungsg Hier können Sie die Details der	ruppe – De Berechtigungsgruppe	etails bearbeiten					
1 Details	Name	<u> </u>					
2 Türen	Beschreibung						
3 Transponder							
			Weiteres Objekt erstellen	< Zurück	Weiter >	Fertigstellen	Abbrechen

- 4. Enter a name for your access level in the *Name* field.
- 5. Enter a description in the *Description* field.
- 6. Click on the Finish button.
 - └→ The window for the new access level will close.
- \vdash The new access level is listed.

Ma	atrixansicht $ imes$	Berechtig	ungsgruppen $ imes$				
N	+ 🗍 Ieu Löschen	↑ Export	Anzeigefilter lösche	en			
	Name	7	Beschreibung	Y	Anzahl Schließungen	7	Anzahl Transponder 😽
>	Gryffindor				0		0

14.2 Creating a schedule

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite 🔂 🔞	e a			Q. Global search	
WERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP	
Dashboard	🔗 Matrix View	Cocations	Locking Systems	About AX Manager	
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support	
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates	
Close Project	PinCode Keyboards		Programming devices	Feedback	
Close AX Manager	e ² Access Levels			Download error logs	
	Time Plan Management				

2. Select the Time schedule control entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - \mapsto The AXM bar will close.
 - → The [Time schedule control] tab will open.
- 3. Click on the Time schedules 🕑 button.



→ The [Time schedules] tab will open.

Zeit	plansteuerung \times	Zeitpläne \times							
		↑ Export Anzeige	5	nen					
	Name		~ 7	Anzahl Schließungen	Y	Letzte Änderung	\mathbb{Y}	Beschreibung	∇

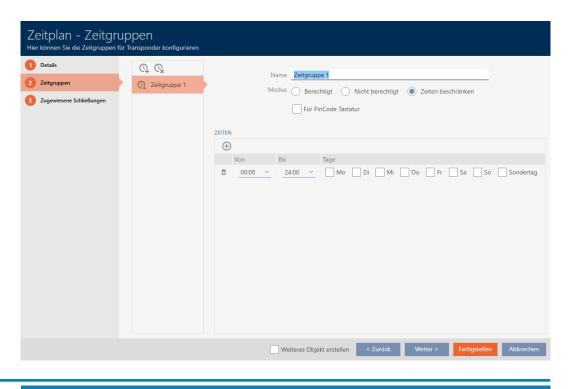
- 4. Click on the New 🕂 button.
 - → The window for creating a schedule will open.

Zeitplan - Details Hier können Sie die Details des Z	5 eitplans bearbeiten					
1 Details 0	Name					
2 Zeitgruppen	Beschreibung					
3 Zugewiesene Schließungen	beschleibung					
		Weiteres Objekt erstellen	< Zurück	Weiter >	Fertigstellen	Abbrechen

- 5. Enter a name for the schedule in the *Name* field.
- 6. Enter a description in the *Description* field.

	eitplan - Detail r können Sie die Details des Z							
0	Details	Name	Zeitplan 1					
2	Zeitgruppen	Beschreibung						
3	Zugewiesene Schließungen							_
				Weiteres Objekt erstellen	< Zurück	Weiter >	Fertigstellen	Abbrechen
7.	Click on th	e 🧶 Tin	ne groups	tab.				
1	Zeitgrupp	en						
	Zengrup							

 \mapsto Window switches to the "Time groups" tab.





NOTE

First time group created automatically

You need at least one time group for AXM Lite time management. AXM Lite therefore automatically creates a time group for you.

- Activate at least one day in this time group.
- → The automatically created time group is valid and the schedule can be completed.
- 8. If you have not created your time groups yet: Create time groups (see *Create time group* [▶ 49]).

If you have already created your time groups in another schedule: Set the time groups for this schedule.

- Schedule has been created and the Create Schedule window closes. Continue with Adding identification medium to time group [▶ 275] and Adding locking devices to the schedule [▶ 272] if required.
- └→ Schedule has been created and is listed.

Ze	itplansteuerung $ imes$	Zeitpläne ×						
N	+ <u>Î</u> leu Löschen	T K Export Anzeigefilter	löschen					
	Name	^	Anzahl Schließungen	Y	Letzte Änderung	7	Beschreibung	\bigtriangledown
>	Zeitplan 1		1		06.05.2021 11:53:10			

14.3 Create time group

As a general rule, the following applies: All settings in a time group apply to each schedule.

You can choose from one of the three modes for each schedule within a time group:

	All identification media in this time group are authorised for all locking devices in this schedule as specified in the mat- rix or access levels.								
• Authorised	• Authorised corresponds to a time limit that permits use between 0-24 hours every day (i.e. it is effectively not a limit at all); see screenshot:								
	ZEITEN ↔ Von Bis Tage 00:00 ✓ 24:00 ✓ Mo ✓ Di ✓ Mi ✓ Do ✓ Fr ✓ Sa ✓ So ✓ Sondertag								
	If you try to save this time limit in this way, the AXM Lite automatically changes the mode to								
	No identification media in this time group are authorised for any of the locking devices in this schedule, even if they were authorised in the matrix.								
● Not au- thorised	• Not authorised corresponds to a time limit that does not allow use on any day (i.e. effectively restricted at all times); see screenshot:								
	ZEITEN								
⊙ Limit times	All identification media in this time group are authorised for all locking devices in this schedule as specified in the mat- rix or authorisation groups if one of the configured time in- tervals applies.								

Q Q	Name Zeitgruppe 1								
Q Zeitgruppe 1	Modus O Berechtigt O Nicht berechtigt I Zeiten beschränken								
	Für PinCode Tastatur								
	ZEITEN								
	\oplus								
	Von Bis Tage								
	00:00 24:00 Mo Di Mi Do Fr Sa So Sondertag								

The sophisticated concept of time intervals and days also allows you to combine intervals and days, for example:

Von Bis Tage Image: Im					
		Tage	Bis	Von	
	lo 🔽 Di 🔽 Mi 🔽 Do 🔽 Fr 🗌 Sa 🗌 So 🗌 Sondertag	✓ Mo	13:00 ~	07:30 ~	Ō
☐ 14:00 ~ 18:00 ~ Mo ✓ Di ✓ Mi ✓ Do ✓ Fr Sa So Sonderta	lo 🔽 Di 🔽 Mi 🔽 Do 🔽 Fr 🗌 Sa 🗌 So 📄 Sondertag	✓ Mo	18:00 ~	14:00 ~	Ō
Delta Di Di Di Di Di Fr ✓ Sa So Sonderta	lo 🗌 Di 🔄 Mi 🔄 Do 📄 Fr 🗹 Sa 📄 So 📄 Sondertag	Mo	13:00 ~	08:00 ~	Ō

- Different time intervals for the same days (e.g. a store has its lunch break between 13:00 and 14:00)
- Different time intervals for different days (e.g. a store is only open in the morning on Saturdays)

More information; see *Time groups and schedules* [> 366].

The \blacksquare Special day checkbox is used for public holidays. You can specify public holidays and treat them either as a weekday or a special day. If the current date is a public holiday and this public holiday is to be treated as a special day, then the time group's special day rule applies (see *Creating and editing public holidays* [\bullet 61]).

You can create and configure time groups using the schedule window:

- ✓ AXM Lite open.
- ✓ Schedule created (see *Creating a schedule* [▶ 45]).
- ✓ Schedule window open (see *Creating a schedule* [▶ 45]).
- 1. Click the **Q** button (except if you are reconfiguring the automatically created time group).
 - → New time group is now created.
- 2. Enter a name for the time group in the Name field.
- 3. Select O Limit times mode.

Name	Zeitgruppe 1		
Modus	Berechtigt Nicht be	erechtigt 🔘 Zeiten beschränken	
	Für PinCode Tastatur		

4. If you wish to use this time group for PIN code keypad 3068 (with G1 protocol): Activate the **▼** For PinCode G1 checkbox.



NOTE

Time groups for PIN code keypads

PIN code keypads use the G1 protocol. This is why PIN code keypads require their own time groups. These time groups can also only be used for PIN code keypads.

If you have not activated the PIN code keypad in your locking system at all (see Enabling PIN code keypads), then the 🗖 For PinCode G1 checkbox does not exist.

Time groups that have already been created cannot be subsequently used for PIN code keypads.

5. Activate the days for the first time interval (checkboxes ♥ Mon ♥ Tue, ♥ Wed, ♥ Thu, , ♥ Fri, ♥ Sat, ♥ Sun and ♥ Special day).

	Von	Bis	Tage
Ō	00:00 ~	24:00 ~	Mo V Di V Mi V Do V Fr Sa So Sondertag

		Namo	Mein Feiertag		
		Urlaub			
		Datum	07.05.2021	63	
		Jedes Jahr			
Q Q	Name Zettgruppe 1	Behandeln als	Sondertag	*	
C Zeitgruppe 1			Montag		
Q Zeitgruppe 2	Modus O Berechtigt O Nicht berechtigt I Zeiten beschränken		Dienstag		
Ci reidiabbe e	Für PinCode Testatur		Mittwoch		
			Donnerstag		
	ZEITEN		Freitag		
	\odot		Samstag		
	Vori Bis Tage		Sonntag		
	0 06:00 - 22:00 - Mo Di Mi Do Fr Sa So 🗹 Sondertag		Sondertag		

6. Set the time for the selected days.

ZEITEN													
\oplus													
	Von			Bis		Tage							
Ō	00:0	0	^	24:00	~	🗹 Mo	🔽 Di	🖌 Mi	🗸 Do	🔽 Fr	Sa	So	Sondertag
	00:0	0	^										
	00:1	5											
	00:3	0											
	00:4	5											
	01:0	0											
	01:1	5											
		^	~										

- \vdash First time interval defined.
- 7. Click on the \bigoplus button to display further time intervals if required.

Zeitplan – Zeitgr Hier können Sie die Zeitgruppen	'UP für Tr	PEN ransponder konfigurieren														
1 Details		¢¢			N	ame Zeit	grupp	pe 1								
2 Zeitgruppen 3 Zugewiesene Schließungen		C Zeitgruppe 1			Mo			chtigt 🔵		erechtig	t 🔘 :	Zeiten be	eschränke	2n		
				Von		Bis		Tage								
			Ō	07:30	~	13:00	~	✓ Mo	🗸 Di	🗸 Mi	🗸 Do	🗸 Fr	Sa	So	Sonde	rtag
			Ô	14:00	~	18:00	~	Mo [Di	Mi	Do	Fr Fr	Sa 🗌	So	Sonde	rtag
			Ô	08:00	~	13:00	~	Mo	Di	Mi	🗌 Do	Fr Fr	🗸 Sa	So	Sonde	rtag
									< 7	Zurück	We	eiter >	Fert	igstellen	Abbre	chen

- 8. Click on the Finish button or create additional time groups with the button if required.
- → Time group is created and configured for the currently selected schedule.



NOTE

Configure new time groups for other schedules

Time groups are global. A newly created time group therefore also exists in all other schedules. For security reasons, all time groups in a new schedule are assigned

Not authorised mode by default.

- 1. After creating a time group, switch to the other schedules and configure the time group in them as well.
- 2. Obviously, you can also create several time groups and not configure them in the other time groups until after.

14.4 Deleting a time group



NOTE

Deleting time groups from all schedules

Time groups are universally available for all locking systems within a project. A deleted time group is deleted from the entire project, not just for a schedule.

All identification media that were previously assigned to the deleted time group are then no longer assigned to a time group and must be added to one on an individual basis where necessary (see *Adding identification medium to time group [+ 275]*).

- If you do not wish to use a time group for just one schedule, set the time group to
 Authorised mode.
- → Identification media in this time group can open the locking devices for which they are authorised at any time.
- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite 🔒 🕲	•			Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🧳 Transponder	/ Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Select the Time schedule control entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Seitplansteuerung
 - \mapsto The AXM bar will close.
 - └→ The [Time schedule control] tab will open.
- 3. Click on the Time schedules C button.



→ The [Time schedules] tab will open.

Zei	itplansteuerung $ imes$	Zeitpläne ×						
N	+ <u>同</u> Ieu Löschen I	↑ X Export Anzeigefilter lösc	hen					
	Name	~ 7	Anzahl Schließungen	7	Letzte Änderung	7	Beschreibung	\bigtriangledown
>	Zeitplan 1		1		06.05.2021 11:53:10			

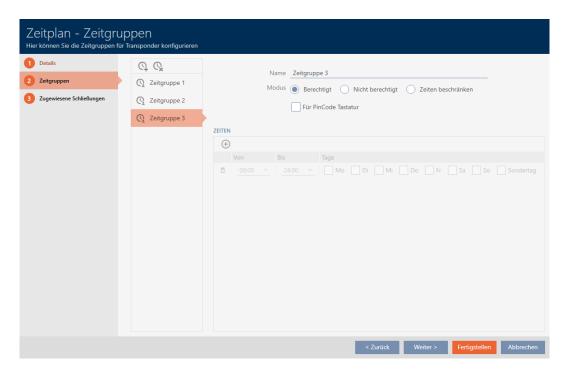
- 4. Click on any schedule to open its window.
 - └→ The schedule window will open.

Zeitplan - Details Hier können Sie die Details des Ze	5 eitplans bearbeiten		
1 Details	Name	Zeitplan 1	
2 Zeitgruppen	Beschreibung		
3 Zugewiesene Schließungen	beschleibung		
		Weiteres Objekt erstellen < Zurück Weiter > Fertigstellen Abbre	chen

- 5. Click on the 🛑 Time groups tab.
 - └→ Window switches to the "Time groups" tab.

Zeitplan - Zeitgru Hier können Sie die Zeitgruppen fi		
 Details Zeitgruppen Zugewiesene Schließungen 	Q. Ck Q. Zeitgruppe 1 Q. Zeitgruppe 2 Q. Zeitgruppe 3 Ck Zeitgruppe 4	Name Zeitgruppe 4 Modus Berechtigt Nicht berechtigt Zeiten beschränken □ Für PinCode Tastatur ZEITN • O 6:00 • 22:00 • Mo< • Di • Mi • Do Fr • Sa • So • Sondertag
		Weiteres Objekt erstellen < Zurück Weiter > Fertigstellen Abbrechen

- 6. Select the time group you wish to delete.
- 7. Click on the \mathbb{Q} button.
 - → Time group is now deleted.
- 8. Click on the Finish button.



14.5 Deleting schedules

- ✓ AXM Lite open.
- Schedules are no longer assigned to a locking device (see Adding locking devices to the schedule [> 272] for instructions on how to edit assigned locking devices).
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

IVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e ² Access Levels			Download error logs
	Time Plan Management			

2. Select the Time schedule control entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - \mapsto The AXM bar will close.
 - → The [Time schedule control] tab will open.
- 3. Click on the Time schedules **G** button.



→ The [Time schedules] tab will open.

Zei	tplansteuerung :	× Zeitpläne ×							
N	+ <u>Î</u> eu Löschen	↑ Export Anzeige	🕅 kilter lösch	en					
	Name		~ 7	Anzahl Schließungen	\mathbb{Y}	Letzte Änderung	\mathbb{V}	Beschreibung	\bigtriangledown
>	Zeitplan 1			1		06.05.2021 11:53:10			

- 5. Select the schedules you wish to delete (Ctrl+click for individual schedules, Shift+click for multiple schedules).
- 6. Click on the Delete 🗍 button.
- └→ Schedules are now deleted.

Zeitplansteuerung \times	Zeitpläne \times							
+ 🗍 Neu Löschen	↑ Export Anzeige		nen					
Name		~ 7	Anzahl Schließungen	\mathbb{Y}	Letzte Änderung	7	Beschreibung	\bigtriangledown

14.6 Creating a time switchover

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - → AXM bar opens.

AXM Lite 🛃 🔞	•			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🧬 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	17 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Select the Time schedule control entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - \mapsto The AXM bar will close.
 - → The [Time schedule control] tab will open.

3. Click on the Time switching 🕑 button.



→ The [Time switching] tab will open.

Matrixansicht \times	Zeitplansteuerung \times		Zeitur	mschaltungen $ imes$					
+ 🙃 Neu Löschen		Anzeigefilter I							
Name			~ 7	Anzahl Schließun	igen	Letzte Änderung	Y	Beschreibung	\bigtriangledown

- 4. Click on the New 🕂 button.
 - → The window for creating a time switchover will open.

Zeitumschaltung Hier können Sie die Details der Zei	- Details itumschaltung bearbeite	en						
1 Details	Name							
2 Zugewiesene Schließungen	Beschreibung							
	ZEITEN							
	+							
	Von	Bis	Tage					
				Weiteres Objekt erstellen	< Zurück	Weiter >	Fertigstellen	Abbrechen

5. Enter a name for your time switchover in the *Name* field.

Zeitumschaltung Hier können Sie die Details der Zei	- Details itumschaltung bear	beiten						
1 Details	Name	Zeitumschaltung 1						
2 Zugewiesene Schließungen	Beschreibung							
	ZEITEN							
	+ Von	Bis	Tage					
			- 2					
				Weiteres Objekt ersteller	< Zurück	Weiter >	Fertigstellen	Abbrechen

- 6. Enter a description in the *Description* field if required.
- 7. Click on the + icon to create a new interval for your time switchover.
- 8. Activate the checkboxes for the weekdays on which the locking device should engage (Mon, Mon, Work, Wed, Mon, Mon, Mong, Special day).

Zeitumschaltung Hier können Sie die Details der Ze	- Deta itumschaltur	ails ng beart	peiten													
1 Details		Name	Zeitu	mschaltun	g 1											
2 Zugewiesene Schließungen	Beschre	eibung														
	ZEITEN															
	+															
		/on		Bis		Tage										
	Ō	00:00	~	24:00	<u> </u>	Mo Mo	Di	MI	₩ Do	FL HL	Sa	50		Sondertag		
							We	eiteres O	bjekt erste	ellen	< Zurüc	<	We	eiter >	Fertigstellen	Abbrechen

9. Set the time interval for these days in the ▼ Until and ▼ From dropdown menus.

ZEITEI	N														
+	-														
	Vo	on		Bis		Tage									
Ō		00:00	^	24:00	~	🗸 Mo	🔽 Di	🔽 Mi	🔽 Do	🖌 Fr	Sa	So	Sondertag		
		00:00	î												
		00:15													
		00:30													
		00:45													
		01:00													
		01:15													
	. (01.20	~												

- 10. Set other time intervals if required.
- 11. Click on the Finish button.
 - └→ Window for creating a time switchover closes.
- → Time changeover is created and listed. Continue with *Engaging and disengaging locking devices automatically with time switchover* [> 222] if required.

Ma	atrixansicht $ imes$	Zeitplanste	euerung × Zeitu	mschaltungen $ imes$					
N	+ <u>同</u> Ieu Löschen	↑ Export	Anzeigefilter löschen						
	Name		~ 7	Anzahl Schließun	igen 🍸	Letzte Änderung	\bigtriangledown	Beschreibung	Y
>	Zeitumschaltu	ng 1		1		07.05.2021 17:33:50			

14.7 Creating and editing public holidays



- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite 🔒 🛞	6			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	A Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🖉 Transponder	/ Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e? Access Levels			Download error logs
	7 Time Plan Management			

2. Select the Time schedule control entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Seitplansteuerung
 - \mapsto The AXM bar will close.
 - → The [Time schedule control] tab will open.
- 3. Click on the Public holidays 🖻 button.

Feiertage

→ The [Public holidays] tab will open.

Ma	atrixansicht × Zeitplanste	euerung	× Feiertage ×				
N	+	Anzeiget	🕅 jilter löschen				
	Name	~ 7	Von 🏹	Bis 🛛 🖓	Urlaub 🛛 🖓	Behandeln als	
>	1. Advent		28.11.2021		Nein	Sonntag	
	1. Weihnachtsfeiertag		25.12.2021		Nein	Sonntag	
	2. Advent		05.12.2021		Nein	Sonntag	
	2. Weihnachtsfeiertag		26.12.2021		Nein	Sonntag	
	3. Advent		12.12.2021		Nein	Sonntag	
	4. Advent		19.12.2021		Nein	Sonntag	
	Allerheiligen		01.11 <mark>.</mark> 2021		Nein	Sonntag	
	Armistice de 1918		11.11.2021		Nein	Sonntag	
	Armistice de 1945		08.05.2021		Nein	Sonntag	
	Aschermittwoch		17.02.2021		Nein	Sonntag	
	Battle of the Boyne Day		12.07.2021		Nein	Sonntag	
	BuB- und Bettag		17.11.2021		Nein	Sonntag	
	Christi Himmelfahrt		13.05.2021				

4. Click on the New 🕂 button.

→ The window for creating a public holiday will open.

Feiertag – Detail Hier können Sie die Details des Fi	S eiertags bearbeiten		
1 Details 9	Name		
	Urlaub		
	Datum		Ē
	Jedes Jahr		
	Behandeln als	Sonntag	~
		Weiteres Objekt erstellen	Fertigstellen Abbrechen

- 5. Enter a name for your public holiday in the *Name* field.
- 6. If your public holiday is a holiday: Activate the 🔽 Vacation checkbox.

7. Enter a date in the *Date* field or click on the 📄 icon to expand a calendar screen.

Details Name Hein Feiertag Urlaub	eiertag - Details ier können Sie die Details des Fe													
Datum Jedes Jahr I I I I Behandeln alsa I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I I <th colspan="4" i<="" th="" th<=""><th>1 Details</th><th>Name</th><th>Me</th><th>in Fe</th><th>ierta</th><th>g</th><th></th><th></th><th></th><th></th></th>	<th>1 Details</th> <th>Name</th> <th>Me</th> <th>in Fe</th> <th>ierta</th> <th>g</th> <th></th> <th></th> <th></th> <th></th>				1 Details	Name	Me	in Fe	ierta	g				
Image: Second S		Urlaub												
Vertical part of the state of the		Datum												
Behandelnaks V VIII 2011 VIIII 2011 VIIII 2011 VIIII 2011 <thv< td=""><th></th><td>Jedes Jahr</td><td></td><td>+ 1</td><td></td><td>+</td><td>3</td><td></td><td>+ 5</td><td></td></thv<>		Jedes Jahr		+ 1		+	3		+ 5					
Mo Di Mi Do Fr Sa So 17 26 27 28 29 30 1 2 18 3 4 5 6 7 8 9 19 10 11 12 13 14 15 16 20 17 18 39 21 20 21 24 25 26 27 28 29 30 10 11 12 13 14 15 16 23 24 25 26 27 28 29 30			<			Mai	2021			>				
18 3 4 5 6 7 8 9 19 10 11 12 13 14 15 16 20 17 18 19 20 21 22 23 21 24 25 26 27 28 29 30														
19 10 11 12 13 14 15 16 20 17 18 19 20 21 22 23 21 24 25 26 27 28 29 30														
20 17 18 19 20 21 22 23 21 24 25 26 27 28 29 30														
22 31 1 2 3 4 5 6			21	24	25	26	27	28	29	30				
			22	31	1		3	4	5	6				

8. Select which of the available days should be used in the schedule for your holiday from the ▼ Handle as... drop-down menu ("Monday", "Tuesday", "Wednesday", "Thursday", "Friday", "Saturday", "Sunday" & "Special day").

		Namo	Mein Feiertag	
		Urtaub	D	
		Datum	07.05.2021	a
		Jedes Jahr		
Q Q	Name Zeitgruppe 1	Behandeln als	Sondertag	
Q Zeitgruppe 1	Modus Berechtigt Nicht berechtigt Zeiten beschränken		Montag	
Q Zeitgruppe 2	Construint berechnigt Anter berechnigt Construint berechnigt Für PinCode Testatur		Dienstag Mittwoch Donnerstag	
	ZEITEN		Freitag	
	\oplus		Samstag	
	Von Bis Tage		Sonntag	
	0 06:00 - 22:00 - Mo Di Mi Do Fr Sa So 🗹 Sondert	tag 🔸	Sondertag	

- 9. Click on the Finish button.
 - → The window for creating a public holiday will close.
- └→ The public holiday has been created and is listed.

	Heiliger Abend	24.12.2021	Nein	Sonntag	
	Karfreitag	02.04.2021	Nein	Sonntag	
	Maifeiertag	01.05.2021	Nein	Sonntag	
	Maria Empfängnis	08.12.2021	Nein	Sonntag	
>	Maria Himmelfahrt	15.08.2021	Nein	Sonntag	
	Mein Feiertag	07.05.2021	Nein	Sonntag	
	Neujahr	01.01.2021	Nein	Sonntag	
	Ostermontag	05.04.2021	Nein	Sonntag	
	Ostersonntag	04.04.2021	Nein	Sonntag	
	Pfingstmontag	24.05.2021	Nein	Sonntag	

14.8 Creating and editing public holiday lists

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \mapsto AXM bar opens.

E AXM Lite 🔒 @ @	6			드 양 × Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	Antrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	Iransponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	P Access Levels			Download error logs
	7 Time Plan Management			

2. Select the Time schedule control entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen

🖉 Zeitplansteuerung

→ The AXM bar will close.

- → The [Time schedule control] tab will open.
- 3. Click on the Public holiday lists = button.



→ The [Public holiday lists] tab will open.

Ma	trixansicht × Zeitplansteuerung ×	Feiertagslisten $ imes$	Feiertage ×
	+ ☐ ↑ 次 eu Löschen Export Anzeigefilte	r löschen	
	Name ^ 🍸	Letzte Änderung	∇
>	Baden-Würtemberg	26.04.2021 23:56:58	
	Bayern	26.04.2021 23:56:58	
	Berlin	26.04.2021 23:56:58	
	Brandenburg	26.04.2021 23:56:58	
	Bremen	26.04.2021 23:56:58	
	Hamburg	26.04.2021 23:56:58	
	Hessen	26.04.2021 23:56:58	
	Mecklenburg-Vorpommern	26.04.2021 23:56:58	
	Niedersachsen	26.04.2021 23:56:58	
	Nordrhein-Westfalen	26.04.2021 23:56:58	
	Rheinland-Pfalz	26.04.2021 23:56:58	
	Saarland	26.04.2021 23:56:58	
	Sachen-Anhalt	26.04.2021 23:56:58	
	Sachsen	26.04.2021 23:56:58	
	Schleswig-Holstein	26.04.2021 23:56:58	
	Thüringen	26.04.2021 23:56:58	

- 4. Click on the New 🕂 button.
 - → The window for creating a public holiday list will open.

Feiertagsliste – D Hier können Sie die Details der Fo	Details eiertagsliste bearbeiten				
1 Details 0	Name				
2 Zugewiesene Feiertage					
		Weiteres Objekt erstellen	< Zurück	Weiter > Fertigstellen	Abbrechen

- 5. Enter a name for your public holiday list in the *Name* field.
- 6. Click on the Assigned public holidays tab.
 - → Window switches to the "Assigned public holidays" tab.

Details	AUSGEWÄHLT (0)						NICHT AUSGEWÄHLT	r (34)				
Zugewiesene Feiertage	Name	~ 7	Von	V	Bis	Y		Name	∽∀ v	on	7 B	Jis	5
								1. Advent	28	3.11.2021			
								1. Weihnachtsfei	ertag 2	5.12.2021			
								2. Advent	05	5.12.2021			
								2. Weihnachtsfei	ertag 26	5.12.2021			
						- I	<	3. Advent	12	2.12.2021			
						- B		4. Advent	19	9.12.2021			
						!	«	Allerheiligen	01	1.11.2021			
								Armistice de 191	8 1	1.11.2021			
							>	Armistice de 194		3.05.2021			
						- 1	»	Aschermittwoch	17	7.02.2021			
								Battle of the Boy					
								Buß- und Bettag		7.11.2021			
								Christi Himmelfa		3.05.2021			
								Erntedanktag		4.10.2021			
								Fastnacht		5.02.2021			
								Festa Nazionale		5.04.2021			
								Fête Nationale	14	4.07.2021			_

Use
 Y
 to sort/filter the displayed entries if required (see Sorting and filtering [▶ 37]).

8. Select all public holidays that you wish to assign to your public holiday list (Ctrl+click for single days or Shift+click for multiple days).

NOTE

Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

- 9. Use 🔀 to move only the selected public holidays or K to move all displayed public holidays.
 - → The public holidays highlighted in the left-hand column are added to your public holiday list.

Details	AUSGEWÄHLT (4							NICHT AUSGEWÄHLT (31)			
Zugewiesene Feiertage	Name	~ 7	Von	V	Bis	\bigtriangledown		Name ^ 🏹	Von V	Bis	7
	1. Advent		28.11.2021					1. Weihnachtsfeiertag	25.12.2021		
	2. Advent		05.12.2021					2. Weihnachtsfeiertag	26.12.2021		
	3. Advent		12.12.2021					Allerheiligen	01.11.2021		
	4. Advent		19.12.2021					Armistice de 1918	11.11.2021		
						- 1	<	Armistice de 1945	08.05.2021		
						- 1		Aschermittwoch	17.02.2021		
							«	Battle of the Boyne D	a 12.07.2021		
								Buß- und Bettag	17.11.2021		
							>	Christi Himmelfahrt	13.05.2021		
							»	Erntedanktag	04.10.2021		
								Fastnacht	16.02.2021		
								Festa Nazionale	25.04.2021		
								Fête Nationale	14.07.2021		
								Fronleichnam	03.06.2021		
								Heilige Drei Könige	06.01.2021		
								Heiliger Abend	24.12.2021		
								Karfreitag	02.04.2021		
									Neuer Feiertag		

10. Click on the Finish button.

- → The window for creating a public holiday list closes.
- → The public holiday list has been created and is listed.

Ma	trixansicht × Zeitplansteuerung ×	Feiertagslisten × F	Feiertage ×
	+ ☐ ↑ eu Löschen Export Anzeigefilte	r löschen	
	Name ^ 🍸	Letzte Änderung	∇
	Baden-Würtemberg	26.04.2021 23:56:58	
	Bayern	26.04.2021 23:56:58	
	Berlin	26.04.2021 23:56:58	
	Brandenburg	26.04.2021 23:56:58	
	Bremen	26.04.2021 23:56:58	
	Hamburg	26.04.2021 23:56:58	
	Hessen	26.04.2021 23:56:58	
	Mecklenburg-Vorpommern	26.04.2021 23:56:58	
>	Meine Feiertagsliste	07.05.2021 14:15:08	
	Niedersachsen	26.04.2021 23:56:58	
	Nordrhein-Westfalen	26.04.2021 23:56:58	
	Rheinland-Pfalz	26.04.2021 23:56:58	
	Saarland	26.04.2021 23:56:58	
	Sachen-Anhalt	26.04.2021 23:56:58	
	Sachsen	26.04.2021 23:56:58	
	Schleswig-Holstein	26.04.2021 23:56:58	
	Thüringen	26.04.2021 23:56:58	

You can now add the created public holiday list to your locking devices, for example: *Limiting authorisations for locking devices to specific times* (schedule) [> 220].

14.9 Creating a location



There must be at least one location in the database. AXM Lite therefore creates a default location for you.

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite	6			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e ² Access Levels			Download error logs
	7 Time Plan Management			

2. Select the Locations entry in the | ORGANISATIONAL STRUCTURE | group.

ORGANISATIONSSTRUKTUR

- 🖍 Standorte
- 🖉 Gebäude
- 🖉 Hashtags
 - \mapsto The [Locations] tab will open.

М	atrixansicht ×	Standorte	e ×						
I	+ 🗍 Neu Löschen	↑ Export	Anzeigefilter lösch	ien					
	Name	\bigtriangledown	Abkürzung 🖓	Lokale Zeitzone	7	Feiertagsliste	\mathbb{Y}	Beschreibung	\bigtriangledown
>	Standort (Star	ndard)	STA	(UTC+01:00) Amsterdam, Berlin, Bern, Rom, Stockholm, Wien					

- 3. Click on the New + button.
 - → The window for creating a new location will open.

Standort – Detail Hier können Sie die Details des St				
1 Details 0	Name	1		
	Abkürzung			
	Lokale Zeitzone	(UTC+01:00) Amsterdam, Berlin, Bern, Rom, Stockholm, Wien		~
	Feiertagsliste		~	+ Neu
	Beschreibung			
		Weiteres Objekt erstellen Ferti	gstellen	Abbrechen

- 4. Enter a name for your location in the *Name* field.
- 5. Enter the abbreviation for your location in the *Shortcut* field (max. 5 character).
- 6. Select the time zone for your location in the ▼ Local time zone dropdown menu (can only be configured in AXM Classic or higher).
- Select the public holiday list to be used for your location from the ▼
 Holiday list drop-down menu (also see *Creating and editing public holi day lists* [▶ 65]).

1 Details	Name	Unterföhring	
	Abkürzung	UF	
	Lokale Zeitzone	(UTC+01:00) Amsterdam, Berlin, Bern, Rom, Stockholm, Wien	
	Feiertagsliste	^	+ Neu
	Beschreibung	Baden-Würtemberg	
		Bayern	
		Berlin	
		Brandenburg	
		Bremen	
		Hamburg	
		Hessen	
		Mecklenburg-Vorpommern	
		Meine Feiertage	
		Niedersachsen	
		Nordrhein-Westfalen ~	



NOTE

Public holiday lists in locking device and locations

You can assign public holiday lists to both a locking device and the locking device's location. In this case, the public holiday list is used in the locking device and the public holiday list in the location is ignored.

If a public holiday list is assigned to the location instead of the locking device, the public holiday list for the location is applied to the locking device. The suffix "(inherited)" in the locking device window indicates that this is the case.

- 8. Enter a description of your location in the *Description* field if required.
- 9. Click on the Finish button.
 - → The window for creating a new location closes.
 - → The newly created location is listed.

N	latrixansicht $ imes$	Standort	e ×						
	+ <u>व</u> Neu Löschen	T Export	Rnzeigefilter lösch	ien					
	Name	7	Abkürzung 🖓	Lokale Zeitzone	Y	Feiertagsliste	\bigtriangledown	Beschreibung	\bigtriangledown
	Standort (Stan	idard)	STA	(UTC+01:00) Amsterdam, Berlin, Bern, Rom, Stockholm, Wi	en				
>	Unterföhring		UF	(UTC+01:00) Amsterdam, Berlin, Bern, Rom, Stockholm, Wi	en	Meine Feiertag	e		

14.10 Creating a building and assigning it to a location



There must be at least one building in the database. AXM Lite therefore creates a default building for you. Obviously, you can create additional buildings.

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

WERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP	
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager	
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support	
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates	
Close Project	PinCode Keyboards		Programming devices	Feedback	
Close AX Manager	Access Levels			Download error logs	
	7 Time Plan Management				

2. Select the **Building** entry in the | ORGANISATIONAL STRUCTURE | group.

ORGANISATIONSSTRUKTUR

- 🖉 Standorte
- 🖉 Gebäude
- 🖉 Hashtags
 - → The [Building] tab will open.

Ma	atrixansicht $ imes$	Gebäude \times						
N	+ <u>同</u> leu Löschen	↑ Export A	Nnzeigefilter lös	chen				
	Name	7	Abkürzung	7	Standort	\bigtriangledown	Beschreibung	\bigtriangledown
>	Gebäude (Star	ndard) G	GEB		Standort (Standard)			

- 3. Click on the New + button.
 - → The window for creating a new building will open.

Gebäude – Details Hier können Sie die Details des Gebäudes bearbeiten							
1 Details	Name						
	Abkürzung						
	Standort	Standort (Standard)					
	Beschreibung						
		Weiteres Objekt erstellen Fertigstellen Abbrechen					

- 4. Enter a name for your building in the *Name* field.
- 5. Enter the abbreviation for your building in the *Shortcut* field (max. 5 characters).

6. Select the location to which your building belongs from the ▼ Location drop-down menu.

Gebäude - D)etails		
	ls des Gebäudes bearbeiten		
1 Details	Name	Feringastraße 4	
	Abkürzung	FS4	
	Standort	Standort (Standard)	^
		Standort (Standard)	
	Beschreibung	Unterföhring	
		Weiteres Objekt erstellen Fertigstellen	Abbrechen

- 7. Enter a description of your building in the *Description* field if required.
- 8. Click on the Finish button.
 - └→ Window for creating a new building closes.
 - → The newly created building is listed.

Ma	trixansicht ×	Gebäude ×	(
N	+ □ eu Löschen	↑ Export	Anzeigefilter lös	chen				
	Name	Y	Abkürzung	Y	Standort	7	Beschreibung	Y
	Gebäude (Standard)		GEB		Standort (Standard)			
>	Feringastraße	4	FS4		Standort (Standard)			

14.11 Creating a hashtag



Hashtags can be used as keywords for persons and/or doors (see *Hashtags* [▶ 380]).

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - → AXM bar opens.

AXM Lite	6			Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🔊 Matrix View	Cocations	Locking Systems	About AX Manager
/ Protocol	Ø Doors	 Buildings 	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	Time Plan Management			

2. Select the Hashtags entry in the | ORGANISATIONAL STRUCTURE | group.

ORGANISATIONSSTRUKTUR

- 🖉 Standorte
- 🖉 Gebäude
- 🖍 Hashtags
 - → The [Hashtags] tab will open.

Matrixans	sicht \times	Hashtags $ imes$				
+ Neu L	Ö öschen	Anzeigefilter lösa	then			
Nam	e			\mathbb{Y}	Beschreibung	\bigtriangledown

- 3. Click on the New + button.
 - \mapsto The window for creating a new hashtag will open.

AXM Lite (Manual)

Hashtag - Details Hier können Sie die Details zum Hashtag bearbeiten					
1 Details	Name				
	Beschreibung				
		Weiteres Objekt erstellen	Fertigstellen Abbrechen		

- 4. Enter your hashtag in the *Name* field (no spaces).
- 5. Enter a description of your hashtag in the *Description* field if required.
- 6. Click on the Finish button.
 - \mapsto The window for creating a new hashtag closes.
 - \mapsto The newly created hashtag is listed.

Ma	trixansicht ×	Hashtags $ imes$			
	F <u>व</u> eu Löschen	Rnzeigefilter löse	then		
	Name		∇	Beschreibung 🛛	7
>	Glastür				

15. Persons and identification media

Any changes you make to the locking system will only take effect when synchronised (see *Synchronise a card/transponder (including importing physical access list)* [+ 304]).

15.1 Creating an identification medium

Your users can use identification media to engage and disengage locking devices (also see *Identification media, locking devices and the locking plan* [> 360]).

Your AXM Lite will provide you with the following identification media to choose from:

- Transponder
- E Cards
- PIN code keypad AX
- PIN code keypad 3068 with G1 protocol

These identification media differ from one another:

Further information on the different identification media and their differences can be found in Section *Identification media, locking devices and the locking plan* [+ 360].

15.1.1 Creating transponders and cards

In the interests of best practice (see *Best practice: setting up the locking system [> 29]*), SimonsVoss recommends that you configure access levels and schedules/time groups:

- Access levels [> 261] (see Access levels [> 378] for background information)
- Creating a schedule [+ 45] or Create time group [+ 49] (see Time groups and schedules [+ 366] for background information)
- ✓ AXM Lite open.
- 1. Click on the New transponder 🚱 button.
 - → The window for creating an identification medium will open.

Transponder/Per Bitte konfigurieren Sie hier die De	sonen – Details tails des Transponders und der zugehörigen Person.
1 Details 0	TRANSPONDER DETAILS
2 Transponderkonfiguration	Typ 🕘 Transponder 👻
3 Berechtigungsgruppen	Beschreibung
4 Hashtags	Zeitgruppe
	PERSONENDETAILS
	Nachname
	Vorname
	Personalnummer 🔽 Auto
	Weiteres Objekt erstellen < Zurück Weiter > Fertigstellen Abbrechen

- 2. Enter a description if required.
- 3. If the identification medium is to feature time-controlled authorisations: select the **I** Time group checkbox.
- 4. Select the time group from the ▼ Time group drop-down list (e.g. "Time group").
- 5. Enter the surname and first name of the person who will receive the identification medium in the *Last name* and *First name* fields.
 - → The surname and first name will be displayed in the matrix at a later point in time.
 - \mapsto The personnel number is generated automatically.

Transponder/Per Bitte konfigurieren Sie hier die De							
1 Details	TRANSPONDER DETAI	ILS					
2 Transponderkonfiguration	Тур 🔘) Transponder					~
3 Berechtigungsgruppen	Beschreibung						
4 Hashtags	Zeitgruppe						~
	PERSONENDETAILS						
	Nachname	Weasley					
	Vorname	Ron					
	Personalnummer	🗸 Auto					
			Weiteres Objekt erstellen	< Zurück	Weiter >	Fertigstellen	Abbrechen



NOTE

Personnel number formula or manual entry

The AXM Lite generates personnel numbers based on the following formula: PN-1, PN-2, PN-X. The abbreviation PN can be changed if required (see *Changing automatic numbering* [\rightarrow 332]).

Alternatively, you can enter personnel numbers manually:

- 1. Activate the \square Auto check box.
 - → The *Personnel number* field is activated.
- 2. Enter the personnel number in the *Personnel number* field.
- 6. Use the Next > button to switch to the next tab or complete the entries with the Finish button.

Transponder – Konfiguration Hier können Sie den Transponder konfigurieren							
1 Details							
2 Transponderkonfiguration	✓ ÖFFNUNGSKONFIGURATIONEN ☐ Langes Öffnen						
3 Berechtigungsgruppen	✓ Akustisches Öffnungssignal						
4 Hashtags	Begehungsliste						
	✓ AKTIVIERUNG ✓ ab sofort						
	✓ VERFALISDATUM ✓ ohne Verfallsdatum						
	Weiteres Objekt erstellen < Zurück Weiter > Fertigstellen Abbrechen						

- 7. If locking devices need to open twice as long for this identification medium (doubling to max. 25 s): select the **I** Long opening checkbox.
- 8. If you don't wish locking devices for this identification medium to beep: disable the 🗖 No acoustic opening signal checkbox.
- 9. If you need to save the locking devices on which the identification medium was used on the identification medium: select the **▼** Personal audit trail checkbox.
- 10. If you do not want the transponder to be usable immediately: disable the 🗖 from now checkbox. Then enter an activation date.

Zusätzliche Schli Hier können Sie zusätzliche Schlie	eßanlagen eßanlagen für den Transponder auswählen			
1 Details	Name	Status		
2 Personendetails				
3 Transponderkonfiguration				
4 Zusätzliche Schließanlagen				
5 Berechtigungsgruppen	Schließanlage Hogwarts 1			~
6 Hashtags				
	Hinzufügen Entt	fernen		
		Weiteres Objekt erstellen <	Zurück Weiter > Fertigstellen A	bbrechen

12. Use the Next > button to switch to the next tab or complete the entries with the Finish button.

Transponder – Be	erechtigung: zu Berechtigungsgrupp	Sgruppen ^{Jen hinzufügen}					
1 Details	AUSGEWÄHLT (0)			NICHT AUSGEWÄHLT	(4)		
2 Transponderkonfiguration	Name	^ ∑ Beschreibung	Y	Name	~ 7	Beschreibung	∇
3 Berechtigungsgruppen				Gryffindor			
4 Hashtags				Hufflepuff			
•				Ravenclaw			
				Slytherin			
			<				
			*				
			_				
			>				
			>				
					Neue Berechti	aunasarunne	
					Actor bereent	gangegroppe"	
		Wei	eres Objekt erstell	en < Zurück	Weiter >	Fertigstellen	Abbrechen

- 14. Select the required access levels in the right column (Ctrl+click for single groups or Shift+click for multiple groups).

- 15. Use 🔇 to move the selected access levels only or 🔇 to move all displayed access levels.
 - ➡ The identification medium is assigned to the highlighted access levels.

Transponder – Be Hier können Sie den Transponder	ere zu l	echtigung Berechtigungsgru	JSJru ppen hinzi	IPPE Jfügen	'n								
1 Details		AUSGEWÄHLT (1)							NICHT AUSGEWÄHL	LT (3)			
2 Transponderkonfiguration		Name		$^{\gamma}$	Beschreibung		\bigtriangledown		Name	~ 7	Beschreibung		\bigtriangledown
3 Berechtigungsgruppen		Gryffindor							Hufflepuff				
4 Hashtags									Ravenclaw Slytherin				
									Siyulenn				
								<					
								«					
							1						
								>					
								»					
										Neue Berecht	igungsgruppe		
						Weiteres O	bjekt ers	stellen	< Zurück	Weiter >	Fertigstellen	Abbrech	hen



NOTE

Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

16. Use the Next > button to switch to the next tab or complete the entries with the Finish button.

	QUE PERSON können Sie Hashtags zu der	Pers	on hinzufügen								
1	Details		AUSGEWÄHLT (0)					NICHT AUSGEWÄHLT (3)			
2 1	Transponderkonfiguration		Name	$^{\gamma}$	Beschreibung	\bigtriangledown		Name	~ 7	Beschreibung	V
3 8	Berechtigungsgruppen							Glastür			
4	Hashtags							Rohrrahmentür Rothaarige			
								loundinge			
							<				
							«				
							»				
									Neuer H	lashtag	
					Weiteres C)bjekt erst	tellen	< Zurück	Weiter >	Fertigstellen	Abbrechen

- 17. Use
 Y to sort/filter the displayed entries if required (see Sorting and filtering [▶ 37]).
- 18. Select the required hashtags in the right column (Ctrl+click for single hashtags or Shift+click for multiple hashtags).
- 19. Use 🔀 to move only the selected hashtags or ≪ to move all hashtags.



NOTE

Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

→ The highlighted hashtags in the left-hand column are used for this identification medium.

Neue Person Hier können Sie Hashtags zu der f	² erson hinzufügen								
1 Details	AUSGEWÄHLT (1)					NICHT AUSGEWÄHLT (2)			
2 Transponderkonfiguration	Name	~ 7	Beschreibung	7		Name	~ 7	Beschreibung	∇
3 Berechtigungsgruppen	Rothaarige					Glastür			
4 Hashtags						Rohrrahmentür			
•									
					<				
					«				
					>				
					»				
							Neuer H	lashtag	
			Weitere	s Objekt erst	tellen	< Zurück	Weiter >	Fertigstellen	Abbrechen

- 20.Select the 🗹 Create additional objects checkbox to leave the window with the same settings open for the next identification medium to be created.
- 21. Click on the Finish button to create the identification medium.
 - ightarrow The window for creating a new identification medium closes.
- \mapsto Newly created identification medium is listed or displayed in the matrix.

15.1.2 Creating PIN code keypads

PIN code keypads allow your users to engage and disengage locking devices using a number code (PIN) (also see *Identification media, locking devices and the locking plan* [+ 360]).

In the interests of best practice (see *Best practice: setting up the locking system [+ 29]*), SimonsVoss recommends that you configure schedules/ time groups first:

Creating a schedule [> 45] or Create time group [> 49] (see Time groups and schedules [> 366] for background information)

A PIN code keypad AX is created in this example. You can create a PIN code keypad 3068 in the same way, but you cannot specify the length of the PINs and the PINs in your AXM Lite (also see PIN Code G1 vs. PIN Code AX).



NOTE

Authorisations set automatically

Your AXM Lite assumes that you also want to authorise newly created PINs. Newly created PINs therefore automatically receive authorisation for the assigned locking device.

- ✓ AXM Lite open.
- ✓ Locking device has been created for the PIN code keypad (see *Creating a locking device* [▶ 182] in the AXM manual).
- 1. Click on the New PinCode button 😱
 - → The "PinCode Details" window will open.

PinCode – Detail Bitte geben Sie die Eigenschaften					Hogwarts ~
1 Details 0	PINCODE - DETAILS				
2 Hashtags	Typ G1 P	inCode			~
	Name				
	Schließung				~
	PINS				
	Pin Name	Zeitgruppe	Berechtigt	Status	Sync
	1		~ ×	Nicht programmiert	C Löschen
	2		~	Nicht programmiert	Hinzufügen
	3		~	Nicht programmiert	Hinzufügen
		Weit	eres Objekt erstellen	< Zurück Weiter >	Fertigstellen Abbrechen

2. Select the PIN code keypad you wish to create from the ▼ Type dropdown menu.

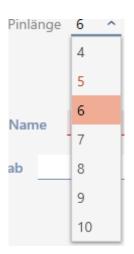


3. Enter a name for the PIN code keypad in the *Name* field.

 Select the locking device on which you would like to use the PIN code keypad from the ▼ Lock drop-down menu.

Schließung	Gryffindor tower ^
Pinlänge	Gryffindor tower
	Snape's dungeon

5. If you are creating a PIN code keypad AX, select the length of the PINs from the ▼ Pin length drop-down menu.



- 6. Enter the name to be displayed in the matrix for this PIN in the *Pin name* field.
- 7. Enter a PIN.
 - → Authorisation is set automatically.



NOTE

Duplicate PINs not permitted for PIN code keypad AX

All PINs for a PIN code keypad must be different for reasons of security and traceability.

Your AXM Lite detects duplicate PINs and highlights them with *The pin is not unique* in red.

- 8. Disable the 🗖 Authorised checkbox if you want to authorise the PIN at a later stage.
- 10. If necessary, enter the activation/expiry date in the *Valid from* or *Valid to* field.

(PIN code keypad AX: possible to the exact day; PIN code keypad 3068: possible to the exact hour)

- 11. Select the 🔽 Time group checkbox if required.
 - → A drop-down menu will appear.
- 12. Select the time group you want to use for this PIN from the ▼ Time group drop-down menu.

Das Feld ist erforderlich					
	^				
Zeitgruppe 1					
Zeitgruppe 2					

13. If necessary, click the Add button to create additional PINs.

PinCode – Detail Bitte geben Sie die Eigenschaften		Hogwarts ~
1 Details	PINCODE - DETAILS	
2 Hashtags	Typ AX PinCode	~
- manuaga	Name Gryffindor electronic portrait	
	Schließung Gryffindor tower	~
	Pinlänge 6 ×	
	PINS	
	Y 1 Pin Name Students PIN WITH Status	Nicht programmiert
	Gültig ab 🛛 🛱 Gültig bis 🔄 🗟 Zeitgruppe 🗌	Ō
	Y 2 Pin Name Professors PIN . Sync C Berechtigt 🛛 Status	Nicht programmiert
	Gültig ab 📄 Gültig bis 📄 Zeitgruppe	Ô
		Hinzufügen
	Weiteres Objekt erstellen < Zurück Weiter > Fertig	stellen Abbrechen

- 14. Use the Next > button to switch to the next tab or complete the entries with the Finish button.
- 16. Select the required hashtags in the right column (Ctrl+click for single hashtags or Shift+click for multiple hashtags).
- 17. Use 🔀 to move only the selected hashtags or ≪ to move all hashtags.



NOTE

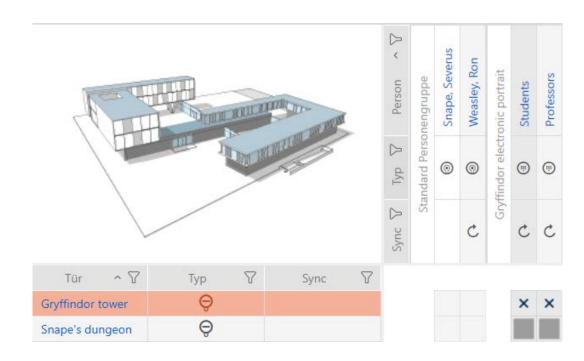
Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

➡ The highlighted hashtags in the left-hand column are used for this PIN code.

PinCode – Hashta Hier können Sie Hastags zu einer P	ags inCode hinzufügen						Hogwar	ts <u>~</u>
1 Details	AUSGEWÄHLT (1)				NICHT AUSGEWÄHLT (1)			
2 Hashtags	Name	$^{\gamma}$	Beschreibung	∇	Name	~ 7	Beschreibung	V
	glassdoor				tubularframe			
				<				
				«				
				>				
				»				
						Neuer H	lashtag	
			Weiteres O	bjekt ersteller	< Zurück	Weiter >	Fertigstellen	Abbrechen

- 18. Select the 🔽 Create additional objects checkbox to leave the window with the same settings open for the next PIN code to be created.
- 19. Click the Finish button to create the PIN code.
 - └→ "PinCode Details" window closes.
- \mapsto Newly created PIN code is listed or displayed in the matrix.



15.1.3 Creating special identification media

You can assign just one function to a specific identification medium, either Battery replacement or Lock Activation (see Special identification media and their functions). This identification medium can then no longer be used for other purposes in this project.

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - → AXM bar opens.

VERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	A Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	 Buildings 	Change User Password	SimonsVoss Online Support
Backup	🖉 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	Time Plan Management			

2. Select the Special Transponders entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Schließungen
- 🖉 Transponder
- 🖉 PinCodes
- 🖉 Spezielle Transponder
- 🖉 Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - → The [Special Transponders] tab will open.

\equiv AXM Plus	සි බේ ම		م	Globale Suct	ne		×
Matrixansicht \times	Spezielle Transponder $ imes$		Hog	gwarts		~	
€+ □ Neu Löscher	00	↑ № port Anzeigefilter löschen					~~ ⑦
Nachname	Vorname V	Service Typ	5/N 7	Тур 🍸	Sync 🍸	Status	7
Die	ese Schließanlage	e enthält keine	speziell				
Benutzer: Admin	Projekt: Hogwarts	Cloud Status: 🤗	Ok		ons≣Vo chnologies	ss	

- 3. Click on the New button $\overline{\mathbb{G}}$.
 - → The "Special Transponder" window will open.

Spezieller Transp Hier können Sie die Details des sp	ponder – Details peziellen Transponders konfigurieren –	Hogwarts <u>~</u>
1 Details	TRANSPONDER DETAILS	
2 Personendetails	Typ 🞯 Transponder	~
3 Zusätzliche Schließanlagen	Service Typ Batteriewechsel	~
	Beschreibung	
	PERSONENDETAILS	
	Neue Person 🖌	
	Bestehende Person auswählen	~
	Weiteres Objekt erstellen < Zurück Weiter > Fertigst	ellen Abbrechen

4. Select the type of identification medium you want to make a special identification medium from the drop-down ▼ Type menu.

RANSPONDER DETAILS								
Тур	0	Transponder	^					
Service Typ		Karte						
	0	Transponder						
Beschreibung								

5. Then use the drop-down ▼ Service Type menu to select which function this identification medium should have ("Battery replacement" or "Lock Activation").

```
TRANSPONDER DETAILS
```



6. Enter a description if required.



- 7. Enter the surname and first name of the person who will receive the identification medium in the *Last name* and *First name* fields.
 - \vdash The personnel number is generated automatically.

	Spezieller Transponder – Personen Details Hierkönnen Sie die Details der Person bearbeiten <u>Hogwarts</u>									
1 Details						\$				
2 Personendetails	PERSONENDETAILS			Titel						
3 Zusätzliche Schließanlagen	Nachname			Abteilung		~				
	Vorname			Telefon						
	Personalnummer	🗸 Auto		E-Mail						
	Personengruppe	Standard Personengruppe	→ +Neu							
	Bemerkung			Adresse						
	bemerkung			Ort/Gebäude						
	Foto			Eingestellt am	Ē	Vicht relevant				
				Eingestellt bis		 Nicht relevant 				
				Geburtsdatum	Ē	✓ Nicht relevant				
				Kostenstelle						
			-							
			Weiteres Objekt erste	ellen < Zurück	Weiter >	Fertigstellen Abbrechen				



NOTE

Personnel number formula or manual entry

The AXM Lite generates personnel numbers based on the following formula: PN-1, PN-2, PN-X. The abbreviation PN can be changed if required (see *Changing automatic numbering* [\rightarrow 332]).

Alternatively, you can enter personnel numbers manually:

- 1. Activate the 🗖 Auto check box.
 - → The *Personnel number* field is activated.
- 2. Enter the personnel number in the *Personnel number* field.



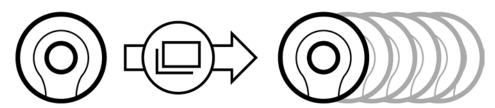
Spezieller Transp Hier können Sie zusätzliche Schlie	Spezieller Transponder – Zusätzliche Schließanlagen tier können Sie zusätzliche Schließanlagen für den speziellen Transponder auswählen <u>Hogwarts</u>										
1 Details	Name	Status									
2 Personendetails											
3 Zusätzliche Schließanlagen											
	Schließanlage Hogwarts 2				~						
		-									
	Hinzufügen Entferne	n									
		Weiteres Objekt erstellen	< Zurück Weiter >	Fertigstellen	Abbrechen						

- 8. If you want to use this special identification medium in other locking systems, use the Add button to add other locking systems.
- 9. Click on the Finish button.
 - └→ "Special Transponders" window closes.
- → Newly created identification medium with special function is now listed.

	AXM Plus	£,	.					<u>_</u>	Globale	Such	2		×
Ma	trixansicht $ imes$	Spezie	elle Transponde	er ×				Hog	gwarts			×	
	®∔ □ Neu Löschen		SGVO-Daten	↑ Expo	ort Anzeigefilter	löschen							~~ ②
	Nachname	Y	Vorname	7	Service Typ	7	S/N	V	Тур	∇	Sync 🍸	Status	7
>	Filch		Argus		Batteriewechse	I.			0		C		
E	enutzer: Admin	Projekt	: Hogwarts		Cloud S	itatus: 🤇	🕗 Ok		Si		ons≣Vo	ss	

Identification media with special functions are not displayed in the matrix.

15.2 Duplicating an identification medium (including authorisations and settings)



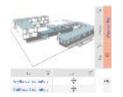
Instead of creating a new identification medium, you can simply duplicate an existing identification medium. During this process, AXM Lite also applies the properties, which can be changed in the AXM Lite.

The following settings are duplicated:

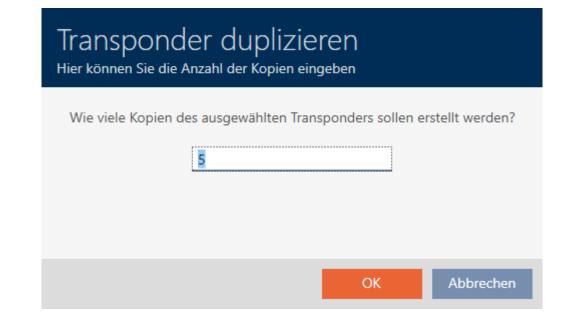
- Time group
- Person details (except for Personnel number. This is continued automatically with the adjustable abbreviation; also see *Changing automatic numbering* [+ 332])
- Transponder configuration
- Access levels
- Hashtags

The following settings are not duplicated:

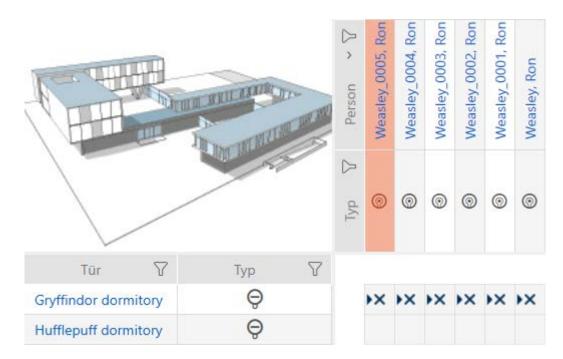
- Entries in the [Actions] tab
- Information that is stored on the hardware and imported during synchronisation:
 - Serial number
 - E Firmware version
 - Battery status feedback
 - 🗜 Personal audit trail
- ✓ AXM Lite open.
- Identification medium available.
- 1. Select the identification medium to be duplicated.



- 2. Click on the Duplicate 🔲 button.
 - → The window for specifying copies will open.



- 3. Click on the OK button.
- → The identification medium is duplicated.



15.3 Deleting an identification medium

15.3.1 Deleting a card/transponder

There are two ways to delete identification media:

- 1. Delete on the matrix screen (*Deleting individual identification media in the matrix* [▶ 95])
- 2. Delete using the tab for identification media (*Deleting multiple identification media using the tab* [+ 96])

If you use the tab, you can delete several identification media at the same time.

NOTE

Deleted identification media in locking devices still known/authorised

Deleting an identification medium only removes it from the database, but not from the locking devices. The locking devices will still recognise the identification medium (and possibly authorise it) until it is also deleted there (e.g. by synchronising).

Use suitable measures (e.g. synchronisation) in your system to ensure that the identification medium is no longer recognised, including by locking devices.

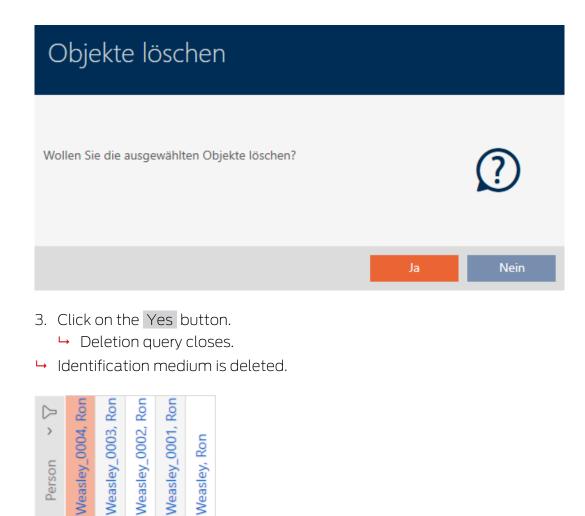
15.3.1.1 Deleting individual identification media in the matrix

- ✓ AXM Lite open.
- Matrix screen open.
- The identification medium to be deleted is unprogrammed or reset (see *Resetting cards/transponders* [+ 312] about resetting).
- 1. Select the identification medium you wish to delete.



Click on the Delete button **□**.
 → Deletion query will open.

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15.3.1.2 Deleting multiple identification media using the tab

 \odot

✓ AXM Lite open.

Typ

0

- ✓ Identification media to be deleted are unprogrammed or reset (see *Resetting cards/transponders [▶ 312]* about resetting).
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

0

0

0

DVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	- Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	7 Time Plan Management			

2. Select the Transponder entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - \mapsto The AXM bar will close.
 - → The [Transponder] tab will open.
- 3. Use *Y* to sort/filter the displayed entries if required (see *Sorting and filtering* [→ 37]).
- 4. Select all identification media that you wish to delete (Ctrl+click for single media or Shift+click for multiple media).

Ma	trixa	ansicht $ imes$	Transponder $ imes$			
	a leu	C Löschen	In Matrix anzeigen	Duplizieren	↑ Expor	t Anzeigefilter löschen
	Na	ichname			~ 7	Vorname
	Weasley Weasley_0001					Ron
						Ron
	We	easley_0002	2			Ron
	Weasley_0003					Ron
	We	easley_0004	ļ.			Ron
>	We	easley_000	5			Ron

- 5. Click on the Delete button 🛅.
 - → Confirmation dialogue with a list of identification media to be deleted will open.

AXM Lite (Manual)



- 6. Click on the Yes button.
 - └→ Confirmation dialogue with list of identification media to be deleted closes.
- └→ Identification media are now deleted.

Matrixansicht \times		ansicht $ imes$	Transponder $ imes$			
Reu Löschen		C Löschen	In Matrix anzeigen	Duplizieren	T Expor	t Anzeigefilter löschen
	Na	chname			$\sim \nabla$	Vorname
>	Weasley					Ron



NOTE

Deleted identification media in locking devices still known/authorised

Deleting an identification medium only removes it from the database, but not from the locking devices. The locking devices will still recognise the identification medium (and possibly authorise it) until it is also deleted there (e.g. by synchronising).

 Use suitable measures (e.g. synchronisation) in your system to ensure that the identification medium is no longer recognised, including by locking devices.

15.3.2 Deleting a PIN (PIN code keypad AX)

•		
---	--	--

NOTE

Description only valid for PIN code keypad AX

The setting described here is only available for the PIN code keypad AX in yourAXM Lite. On the PIN code keypad 3068, you can use the Master PIN to change this setting directly on the PIN code keypad 3068.

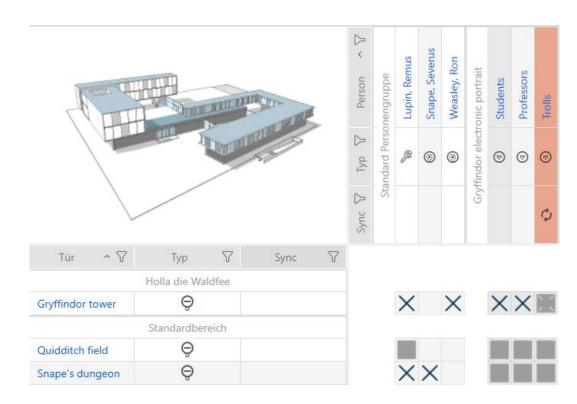
- ✓ AXM Lite open.
- Matrix screen open.
- ✓ PIN code keypad AX created (see *Creating PIN code keypads* [▶ 83]).
- 1. Click on any PIN to open details on your PIN code keypad AX.
 - └→ The "PinCode Details" window will open.

PinCode – Detail Bitte geben Sie die Eigenschaften		Hogwarts Synchronisieren In Matrix anzeign	en
1 Details	PINCODE - DETAILS		
2 Hashtags	Seriennummer 0873CDF		
3 Aktionen	Typ AX PinCode	~	
Aktionen	Firmware Version 1.1.1048		
	Name Gryffindor electronic portrait		
	Schließung Snape's dungeon	~	
	Pinlänge <u>4</u> ~		
	Letzte Synchronisierung 18.04.2024 14:12:57		
	Sync Programmiert		
	Batteriestatus Ok		
	PINS	⊖ Sync Berechtigt 🛛 Status Programmiert	
	∧ 2 Pin Name Professors PIN ****	🛛 Sync Berechtigt 🛛 Status Programmiert	
		Hinzufügen	
		< Zurück Weiter > Fertigstellen Abbrecher	

- 2. Use the \checkmark to expand the settings for the PIN to be deleted.
- 3. Click on $\overline{\Box}$ to highlight the PIN to be deleted.
 - → *Status* field shows *Prepared to delete*.

~	3 Pin Na	me Trol	ls	PIN	****	• Sync	Berechtigt	×	Status	Löschen vorbereitet
	Gültig ab		Ē	Gültig bis		Ē	Zeitgruppe			⊗

- 4. Click on the Finish button.
- → Deleted PIN is shown with greyed-out authorisation and programming requirement in the matrix.



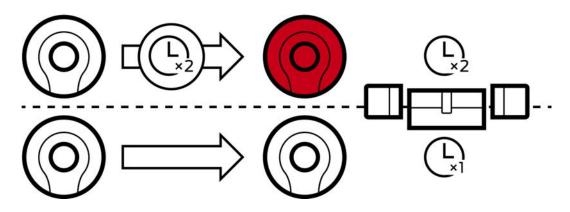
The deleted PIN will disappear after synchronisation.

15.4 Allowing an identification medium to open twice as long

Locking devices normally open for a pre-set interval in pulsed operation.

It is helpful if a locking device remains engaged open for a longer interval after actuation for some people.

The identification medium can therefore inform each locking device that it should engage for twice as long for the identification medium in question.



The maximum engagement interval remains 25 s:

- 5 s changes to 10 s
- I0 s changes to 20 s
- But 20 s changes to 25 s

- ✓ AXM Lite open.
- ✓ Identification medium available.
- Click on the identification medium which needs to open twice as long.
 The identification medium window will open.
- 2. Click on the **O**Transponder configuration tab.

Transponderkonfiguration

→ Window switches to the "Transponder configuration" tab.

Transponder – Ko Hier können Sie den Transponder				Ç Synchronisieren In	Matrix anzeigen
1 Details					
2 Transponderkonfiguration	✓ ÖFFNUNGSKONFIGUR	ATIONEN Langes Öffnen			
3 Berechtigungsgruppen		Akustisches Öffnungssignal			
4 Hashtags		Begehungsliste			
5 Aktionen	✓ AKTIVIERUNG				
6 Begehungsliste		✓ ab sofort			
7 Berechtigte Türen	✓ VERFALLSDATUM				
-		✓ ohne Verfallsdatum			
			-		
			< Zurück Weit	er > Fertigstellen	Abbrechen

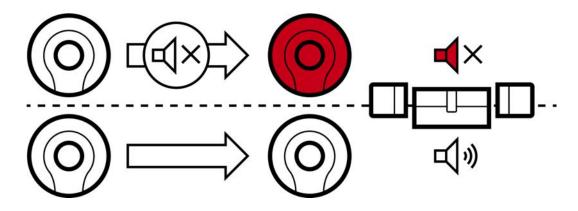
- 3. Activate the 🗌 Long opening checkbox.
- 4. Click on the Finish button.
 - → The identification medium window closes.
- → All locking devices will now open twice as long for this identification medium.

15.5 Muting all locking devices for an identification medium

Locking devices normally emit a beep when an identification medium is used to engage the locking device.

This audible opening signal is not wanted in some situations. Example: A nurse should be able to enter a hospital room at night without waking the patient up with an audible opening signal.

The audible opening signal can therefore also be switched off for individual identification media. This setting is for the identification medium only.



This means

- identification media for which Acoustic opening signal is deactivated will open all locking devices without emitting a beep.
- Other identification media will continue to open all locking devices with a beep sound as usual.

15.5.1 Muting all locking devices for a transponder or a card

- ✓ AXM Lite open.
- ✓ Identification medium available.
- 1. Click on the identification medium you wish to mute.
 - └→ The identification medium window will open.
- 2. Click on the **O**Transponder configuration tab.

Transponderkonfiguration

 \mapsto Window switches to the "Transponder configuration" tab.

	ansponder – Ko r können Sie den Transponder				CC Synchronisieren	In Matrix anzeigen
0	Details					
2	Transponderkonfiguration	Ň	ÖFFNUNGSKONFIGURA	ATIONEN		
3	Berechtigungsgruppen			Akustisches Öffnungssignal		
4	Hashtags			Begehungsliste		
6	Aktionen	~ ,	AKTIVIERUNG			
6	Begehungsliste			✓ ab sofort		
1	Berechtigte Türen	~ 1	VERFALLSDATUM			
				✓ ohne Verfallsdatum		
				< Zurück	Weiter > Fertigstellen	Abbrechen

- 3. Activate the 🗌 Acoustic opening signal checkbox.
- 4. Click on the Finish button.
 - → The identification medium window closes.
- → All locking devices are now muted for this identification medium.

15.6 Allow accesses to be recorded by identification media (physical access list)

This is where you can switch on the physical access list. This means that your identification medium logs which locking devices it has activated (also see *Access and physical access lists* [+ 365]).

- ✓ AXM Lite open.
- ✓ Identification medium available.
- 1. Click on the identification medium whose physical access list you wish to activate.
 - └→ The identification medium window will open.
- 2. Click on the **—** Transponder configuration tab.



→ Window switches to the "Transponder configuration" tab.

Transponder – Ko Hier können Sie den Transponder	onfiguration r konfigurieren	Ç Synchronisieren	In Matrix anzeigen
Details Transponderkonfiguration Berechtigungsgruppen	 ◇ ÖFFNUNGSKONFIGURATIONEN □ Langes Öffnen □ Akustisches Öffnungssignal 		
 4 Hashtags 5 Aktionen 6 Begehungsliste 	Begehungsliste AKTIVIERUNG ab sofort		
8erechtigte Türen	✓ VERFALLSDATUM ✓ ohne Verfallsdatum		
	< Zurück Weiter >	Fertigstellen	Abbrechen

3. Activate the 🔽 Personal audit trail checkbox.

- 4. Click on the Finish button.
 - └→ The identification medium window closes.
- → Identification medium will now write which locking devices it has activated in the physical access list.

15.7 Restricting identification medium authorisations to specific times (time group)

You control an identification medium's authorisations with a time group. The time group is a time management component (see *Event management* [+ 366]). See *Create time group* [+ 49] and *Adding identification medium to time group* [+ 275] to set up time management for identification media.

15.8 Activating or deactivating identification medium once at specific times (activation and expiry date)

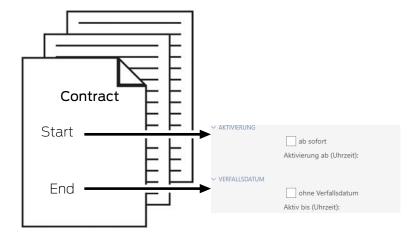
Your AXM Lite recognises two points in time for identification media:

- Activation date
- Expiry date

These dates are suitable if identification media are only to be used from a certain point in time and/or until a certain point in time. Alternatively, you can, of course, simply issue authorisations on the activation date and revoke them again on the expiry date. The key difference is that you will then need to synchronise all locking devices or identification media at these points in time.

You can save yourself the effort if you use an activation or expiry date. The identification medium will be automatically accepted on authorised locking devices at a certain point in time (activation date) or no longer accepted at a certain point in time (expiry date).

This function is suitable for temporary employment contracts, for example:



1. Conveniently synchronise the identification medium in advance.

AXM Lite (Manual)

2. Set the activation date to the start of the employment contract and the expiry date to the end of the employment contract.

Both dates are normally set for the future. If you change these dates for an existing identification medium:

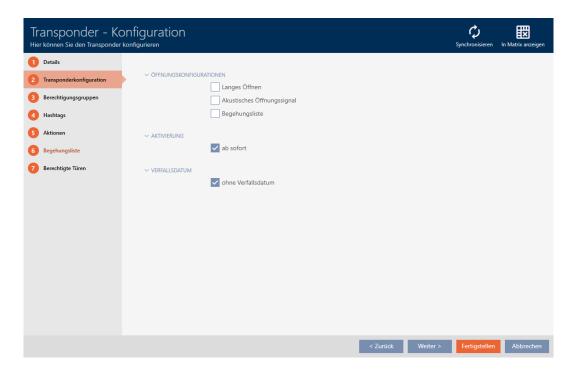
- Activation date in the past: identification medium is immediately active the next time it is synchronised.
- Expiry date in the past: identification medium is immediately deactivated the next time it is synchronised.

In this case, the AXM displays a warning, e.g.:

Warnung							
Das Verfallsdatum liegt in der Vergangenheit Möchten Sie den Vorgang fortsetzen?							
Ja Nein							
 AXM Lite open. Identification medium available. 							
 Click on the identification medium whose activation or expiry date you wish to set. The identification medium window will open. 							
2. Click on the — Transponder configuration tab.							
Transponderkonfiguration							

→ Window switches to the "Transponder configuration" tab.

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3. Open the "Activation" and "Expiry date" menus if necessary.

✓ AKTIVIERUNG	
	✓ ab sofort
✓ VERFALLSDATUM	
	🗸 ohne Verfallsdatum

- 4. If you wish to set an activation date: Activate the \square from now checkbox.
- 5. Set the activation date in the ▼ Activation from (time): drop-down menu or click on the 🖻 icon to expand a calendar mask.

✓ AKTIVIERUNG	ab sofort								
	Aktivierung ab (Uhrzeit):	3(0.05.20	21		Ē	00	0:00	
✓ VERFALLSDATUM			+ 1		+	- 3		+ 5	5
	t alway Marfalla datum	<			Mai	2021			>
	✓ ohne Verfallsdatum		Мо	Di	Mi	Do	Fr	Sa	So
		17	7 26	27	28	29	30	1	2
		18	3 3	4	5	6	7	8	9
		19	10	11	12	13	14	15	16
		20) 17	18	19	20	21	22	23
		21	24	25	26	27	28	29	30
		22	2 31	1	2	3	4	5	6

- 6. If you wish to set an expiration date: Activate the 🔲 without expiry date checkbox.
- 7. Use the ▼ Active until (time): drop-down menu to set the expiration date or click on the 📄 icon to expand a calendar screen.

✓ VERFALLSDATUM	ohne Verfallsdatum									
	Aktiv bis (Uhrzeit):	29.	29.05.2021			Ē	00:00			~
			+ 1		+ 3		+ 3 + 5		;	
		<	<		Mai 2021		021		>	
			Мо	Di	Mi	Do	Fr	Sa	So	
		17	26	27	28	29	30	1	2	
		18	3	4	5	6	7	8	9	
		19	10	11	12	13	14	15	16	
		20	17	18	19	20	21	22	23	
		21	24	25	26	27	28	29	30	
		22	31	1	2	3	4	5	6	

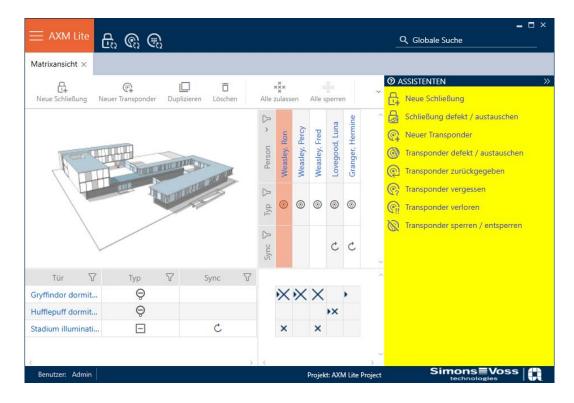
- 8. Click on the Finish button.
 - └→ The identification medium window closes.
- Gentification medium will become active or inactive at the specified times.

15.9 Handling defective identification media

Identification media can suffer from defects:

- Software defect
- Hardware defect

As a basic rule, all actions can be performed using the wizard section on the right-hand side:



If the identification medium has been lost or stolen, you must block it (see *Blocking and replacing lost/stolen card/transponder permanently* [+ 146]).

The following overview will help you to decide on the correct course of action. It is helpful if you know how identification media and TID are linked (see *Identification media, locking devices and the locking plan* [> 360]).

Transponders/replacement transponders are required again immediately:

Suitable for:

Re-synchronise (repair)	Resetting and replacing	Delete and replace
Identification media with undefined soft- ware status.	 Identification media with external damage (e.g. scratched). Identification media which needs to be replaced as a precaution (e.g. wet). 	Identification media with permanent damage (e.g. burnt) for which a replace- ment is required.

Example situation:

Re-synchronise (repair)	Resetting and replacing	Delete and replace
	Employee's transponder has fallen into the pool. Consequence: transponder works but at risk of failure due to exposure to water.	Employee's transponder has fallen into a camp fire. Consequence: transponder melted and permanently damaged.

Procedure:

Re-synchronise (repair)	Resetting and replacing	Delete and replace
 Repairing a card/ transponder (resyn- chronising) [▶ 111] Reset (= TID available in database again) Resynchronise (= TID is imme- diately written back onto the same identifica- tion medium) The identification medium functions as before after it is repaired. 	 Resetting and replacing a card/transponder [> 116] 1. Reset (= TID flagged as defective in database and removed from original identification medium) 2. Synchronise replacement identification medium with new TID After the reset, the TID is no longer contained in the identification medium. The identification medium can therefore no longer be used. However, it can be re-synchronised. A new TID is written onto the identification medium. 	 Deleting and replacing a card/transponder [▶ 119] 1. Delete (= TID flagged as defective in database) and removed from project 2. Synchronise replacement identification medium with the new TID It is obviously not possible to reset a permanently damaged identification medium because it is no longer accessible. This means the TID remains in the identification medium. Deleting allows you to "clean up" your project. The TID marked as "defective" will remain permanently stored in the database regardless and will not be reassigned. You can also hide defective or disabled identification media as an alternative to deletion (see <i>Hiding deactivated and defective identification media</i> [▶ 324]).

Transponder/replacement transponder is not required:

Suitable for:

Taking out of use and leaving in project	Taking out of use and deleting from project
Permanently damaged identification media	Permanently damaged identification media
(e.g. burnt) for which no replacement is re-	(e.g. burnt) for which no replacement is re-
quired (e.g. employee left company)	quired (e.g. employee left company)

Taking out of use and leaving in project	Taking out of use and deleting from project
The employee's transponder fell into camp fire at the employees' farewell party.	The employee's transponder fell into camp fire at the employees' farewell party.
Consequence: transponder melted and per- manently damaged; employee no longer on staff.	Consequence: transponder melted and per- manently damaged; employee no longer on staff.

Procedure:

Taking out of use and leaving in project	Taking out of use and deleting from project
 Take card/transponder out of use and leave in project [> 127] 1. Flag as taken out of operation (= TID flagged as defective in database) 	 Taking a card/transponder out of use and deleting it from project [> 134] Delete (= TID flagged as defective in database) and removed from project Deleting allows you to "clean up" your project. The TID marked as "defective" will remain per-
The permanently damaged identification me- dium retains its TID but the TID is flagged as "defective". New identification media cannot be created with this TID.	manently stored in the database regardless and will not be reassigned. You can also hide defective or disabled identi-
This means that the same TID cannot brought into circulation twice.	fication media as an alternative to deletion (see <i>Hiding deactivated and defective identi-</i> <i>fication media</i> [+ 324]).

Handling a defective PIN code keypad

As with transponders and cards, you also have various options in the event of a defective PIN code keypad:

- Repair PinCode (see Repairing a PIN code keypad (resynchronising) [* 112])
- Reset and PinCode (manual; not via wizard see Resetting and replacing a PIN code keypad [+ 119])
- Delete and PinCode (see *Deleting and replacing a PIN code keypad* [> 122])
- Decommission PinCode and leave in the project (see *Taking a PIN code keypad out of use and leaving it in project* [> 130])
- Decommission PinCode and remove from project (see *Taking a PIN* code keypad out of use and deleting it from project [> 136])

15.9.1 Repairing/resynchronising

15.9.1.1 Repairing a card/transponder (resynchronising)

- ✓ AXM Lite open.
- ✓ Identification media list or matrix open.
- ✓ Identification medium at hand.
- ✓ Suitable programming device connected.
- 2. Flag the defective identification medium.
- 3. Click the 🚱 Transponder defective / replace button in the "Wizards" section.
 - → Wizard for handling a defective identification medium will open.

Transponder defekt - Assistent	
Transponder Weasley, Percy (000X9C10) ~	
Programmiergerät USmartCD aktiv V	_
AKTION WÄHLEN Transponder instand setzen Der bestehende Transponder wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird. Transponder austauschen Der bestehende Transponder wird gegen einen anderen ausgetauscht. Halten Sie einen passenden Ersatztransponder bereit. Transponder außer Betrieb nehmen Der Transponder kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer Betrieb genommen und auf Wunsch gelöscht.	
Weiter Schließen	
4. Select the option Repair transponder. 	

- 5. Click on the Next button.
 - → Identification medium is being reset.

Transponder defekt - Assistent	
Transponder Weasley, Percy (000X9C10) Programmiergerät Image: Comparison of the sector of the secto	~ ~
TRANSPONDER INSTAND SETZEN	
Transponder wird zurückgesetzt Abbrechen	Verbinden Drücken Sie jetzt den Taster des Transponders 1x kurz in Abstand von 10-30 cm zum SmartCD
	Weiter Schließen

- └→ Identification medium is synchronised.
- ightarrow Identification medium has been resynchronised with the same settings.

TRANSPONDER INSTAND SETZEN

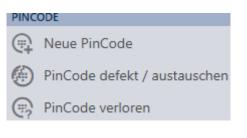
Die Aktion wurde erfolgreich durchgeführt

- 15.9.1.2 Repairing a PIN code keypad (resynchronising)
 - ✓ AXM Lite open.
 - ✓ List with PIN code keypads or matrix open.
 - ✓ PIN code keypad at hand.
 - ✓ Suitable programming device connected.



2. Flag a PIN associated with the defective PIN code keypad.

3. Click the line PinCode defective / replace button in the "Wizards" section.



→ Wizard to help with a faulty PIN code keypad will open.

PinCode c	lefekt / austauschen - Assistent		
Schließanlage	Hogwarts		~
PinCode	Gryffindor electronic portrait (0873CDF)		~
Programmiergerät	🕼 SmartStick AX		~
AKTION WÄHLE	N		
O PinCode i	nstand setzen		
	ehende PinCode wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, das iicht unterbrochen wird.	s dieser	
PinCode a	ustauschen		
Die beste bereit.	ehende PinCode wird gegen eine andere ausgetauscht. Halten Sie eine passenden Ersatz	z-PinCode	
PinCode a	ußer Betrieb nehmen		
	ode kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer en und auf Wunsch gelöscht.	Betrieb	
		Weiter	Schließen

4. Select the option
 Repair PinCode.

PinCode defekt / austauschen - Assistent
Schließanlage Hogwarts ~
PinCode Gryffindor electronic portrait (0873CDF)
Programmiergerät 🖌 SmartStick AX 🗸
 Account of the second sector of the second second sector of the second second
Weiter Schließen
5. Click on the Next button.

 \rightarrow PIN code keypad is reset.

Schließanlage PinCode	Hogwarts	Assistent
Programmiergerät	SmartStick AX	<u> </u>
PINCODE INST/	AND SETZEN	
S *	ynchronisierung	
PinCode konfigur Abbrechen	ieren	Verbindung aufgebaut Bitte halten Sie zwischen Programmiergerät und Schließung einen Abstand von nicht mehr als 1m bis die Programmierung abgeschlossen ist

- 6. Follow the instructions.
- \vdash PIN code keypad has been resynchronised with the same settings.

PINCODE INSTAND SETZEN

Die Aktion wurde erfolgreich durchgeführt

15.9.2 Resetting and replacing

- 15.9.2.1 Resetting and replacing a card/transponder
 - ✓ AXM Lite open.
 - ✓ Identification media list or matrix open.
 - ✓ Identification medium at hand.
 - ✓ Replacement identification medium at hand.
 - ✓ Suitable programming device connected.

 - 2. Flag the defective identification medium.
 - 3. Click the 🚱 Transponder defective / replace button in the "Wizards" section.
 - → Wizard for handling a defective identification medium will open.

Transponder defekt - Assistent	
Transponder Weasley, Percy (000X9C10)	~
Programmiergerät USmartCD aktiv	~
AKTION WÄHLEN	
Transponder instand setzen	
Der bestehende Transponder wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird.	
O Transponder austauschen	
Der bestehende Transponder wird gegen einen anderen ausgetauscht. Halten Sie einen passenden Ersatztransponder bereit.	
Transponder außer Betrieb nehmen	
Der Transponder kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer Betrieb genommen und auf Wunsch gelöscht.	
Weiter	Schließen

- 4. Select the option
 Replace transponder.
- 5. Click on the Next button.
 - → Reset query will open.



- 6. Click on the Yes button.
 - → Reset query will close.
 - └→ Identification medium is being reset.
 - ➡ Wizard prepares programming for the replacement identification medium.

TRANSPONDER AUSTAUSCHEN

Ein Ersatztransponder wird erstellt, mit gleicher Konfiguration und Berechtigungen

Der Transponder wird der gleichen Person zugewiesen

Bitte halten Sie den Ersatztransponder bereit

Die Programmierung wird automatisch gestartet

- 7. Click on the Next button.
 - → Replacement identification medium is being programmed.

Transponder defekt - Assistent	
Transponder Weasley, Percy (000X9C10) Programmiergerät Image: SmartCD aktiv (beschäftigt)	~
TRANSPONDER AUSTAUSCHEN	
Drogrammierung Sicherheitsparameter werden gesetzt Abbrechen	Verbindung aufgebaut Halten Sie den Transponder im Abstand von 10-30 cm zum SmartCD bis die Programmierung abgeschlossen ist
	Weiter Schließen

► Replacement identification medium is now synchronised.

TRANSPONDER AUSTAUSCHEN

Die Aktion wurde erfolgreich durchgeführt

15.9.2.2 Resetting and replacing a PIN code keypad

There is no wizard for this procedure. Proceed as follows instead:

- ✓ AXM Lite open.
- ✓ List with PIN code keypads or matrix open.
- ✓ PIN code keypad at hand.
- ✓ Suitable programming device connected.
- ✓ Replacement PIN code keypad at hand.
- 1. Reset the defective PIN code keypad (see *Resetting cards/transponders* [+ 312]).
- 2. Create a new PIN code keypad (see *Creating PIN code keypads* [> 83]).
- 3. Synchronise the new PIN code keypad (see Synchronising a PIN code keypad).

15.9.3 Delete and replace

- 15.9.3.1 Deleting and replacing a card/transponder
 - ✓ AXM Lite open.
 - ✓ Identification media list or matrix open.
 - ✓ Identification medium at hand.
 - ✓ Replacement identification medium at hand.
 - ✓ Suitable programming device connected.

 - 2. Flag the defective identification medium.
 - 3. Click the 🚱 Transponder defective / replace button in the "Wizards" section.
 - → Wizard for handling a defective identification medium will open.

Transponder defekt - Assistent	
Transponder Weasley, Percy (000X9C10) Programmiergerät Image: SmartCD aktiv	~
AKTION WÄHLEN Image: Constraint of the set of	
Weiter	Schließen

- 4. Select the option
 Replace transponder.
- 5. Click on the Next button.
 - → Reset query will open.



- 6. Click on the No button.
 - → Reset query will close.
 - └→ Message on checking the defect will open.

Transponder außer Betrieb nehmen	
Sind Sie sicher, dass der Transponder physikalisch defekt ist? Warnung: Wenn der Transponder nicht defekt ist, können unter Umständen Duplikate des Transponders entstehen, was zu einer Sicherheitslücke führen kann.	2
Ja Nein	Abbrechen

- 7. Click on the Yes button.
 - → Message on checking the defect closes.
 - ➡ Wizard prepares programming for the replacement identification medium.

TRANSPONDER AUSTAUSCHEN

Ein Ersatztransponder wird erstellt, mit gleicher Konfiguration und Berechtigungen

Der Transponder wird der gleichen Person zugewiesen

Bitte halten Sie den Ersatztransponder bereit

Die Programmierung wird automatisch gestartet

- 8. Click on the Next button.
 - ► Replacement identification medium is synchronised.

Transponder defekt - Assistent				
Transponder Weasley, Percy (000X9C10) Programmiergerät Image: SmartCD aktiv (beschäftigt)				~
TRANSPONDER AUSTAUSCHEN				
Drogrammierung Sicherheitsparameter werden gesetzt Abbrechen	"? ? (i)	Verbindung aufge Halten Sie den Tra 10-30 cm zum Sn Programmierung	ansponder im Abs nartCD bis die abgeschlossen ist	
			Weiter	Schließen

→ Replacement identification medium is now synchronised.

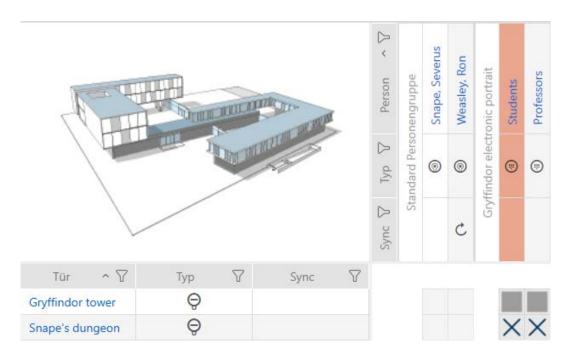
TRANSPONDER AUSTAUSCHEN

Die Aktion wurde erfolgreich durchgeführt

You can now reset the identification medium (see *Deleting an identification medium* [> 94]).

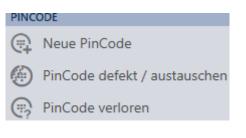
15.9.3.2 Deleting and replacing a PIN code keypad

- ✓ AXM Lite open.
- ✓ List with PIN code keypads or matrix open.
- ✓ Replacement PIN code keypad at hand.



2. Flag a PIN associated with the defective PIN code keypad.

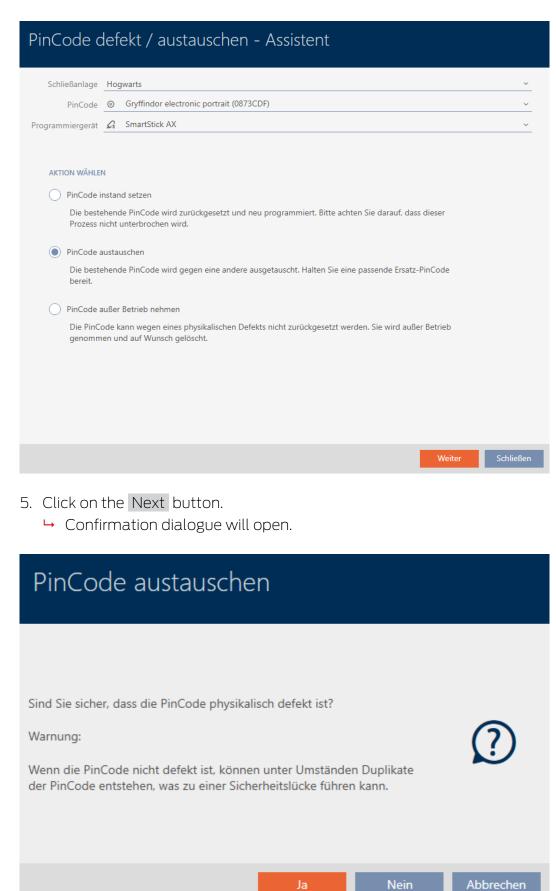
3. Click the 🏵 PinCode defective / replace button in the "Wizards" section.



→ Wizard to help with a faulty PIN code keypad will open.

PinCode c	lefekt / austauschen - Assistent		
Schließanlage	Hogwarts		~
PinCode	Gryffindor electronic portrait (0873CDF)		~
Programmiergerät	🕼 SmartStick AX		~
AKTION WÄHLE	N		
O PinCode i	nstand setzen		
	ehende PinCode wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, das iicht unterbrochen wird.	s dieser	
PinCode a	ustauschen		
Die beste bereit.	ehende PinCode wird gegen eine andere ausgetauscht. Halten Sie eine passenden Ersatz	z-PinCode	
PinCode a	ußer Betrieb nehmen		
	ode kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer en und auf Wunsch gelöscht.	Betrieb	
		Weiter	Schließen

4. Select the option
 PinCode.



- 6. Click on the Yes button.
 - Synchronisation of the replacement PIN code keypad is being prepared.

PinCode o	def	ekt / austauschen - Assistent		
Schließanlage	Hog	jwarts		~
PinCode		Gryffindor electronic portrait (0873CDF)		~
Programmiergerät	G	SmartStick AX		~
PINCODE AUST/	AUSCH	EN		
Bitte halten Si	e die	Ersatz-PinCode bereit.		
Die PinCode v	vird in	der Software von den Daten der defekten PinCode bereinigt.		
Die Programm	nierun	g der Ersatz-PinCode wird automatisch gestartet.		
			Weiter	Schließen

- 7. Click on the Next button.
 - → The replacement PIN code keypad is now synchronised.

PinCode c	lefekt / austauschen - Assistent
Schließanlage	Hogwarts ~
PinCode	 ⊚ Gryffindor electronic portrait (0873CDF)
Programmiergerät	🖉 SmartStick AX 🗸
PINCODE AUST	ynchronisierung
	Weiter Schließen

→ The PIN code keypad has been replaced.

PINCODE AUSTAUSCHEN

Die Aktion wurde erfolgreich durchgeführt

15.9.4 Take out of use and leave in project

- 15.9.4.1 Take card/transponder out of use and leave in project
 - ✓ AXM Lite open.
 - ✓ Identification media list or matrix open.

 - 2. Flag the defective identification medium.
 - 3. Click the 🚱 Transponder defective / replace button in the "Wizards" section.
 - → Wizard for handling a defective identification medium will open.

Transponder defekt - Assistent
Transponder Weasley, Percy (000X9C10) Programmiergerät SmartCD aktiv Image: SmartCD aktiv
AKTION WÄHLEN Transponder instand setzen Der bestehende Transponder wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird. Transponder austauschen Der bestehende Transponder wird gegen einen anderen ausgetauscht. Halten Sie einen passenden Ersatztransponder bereit. Transponder außer Betrieb nehmen Der Transponder kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer Betrieb genommen und auf Wunsch gelöscht.
Weiter Schließen

- 4. Select the option
 Decommission transponder.
- 5. Click on the Next button.
 - → A confirmation dialogue to take out of use will open.

Transponder außer Betrieb nehmen	
Bitte prüfen Sie zuerst folgendes: - Ist die Batterie evtl. leer? - Stimmt die Seriennummer überein? Sind Sie sicher das der Transponder physikalisch defekt ist?	?
Ja	Nein

- 6. Click on the Yes button.
 - └→ Confirmation dialogue to take out of use closes.
 - → Confirmation dialogue for deleting the identification medium will open.



- 7. Click on the No button.
 - └→ Confirmation dialogue for deleting the identification medium closes.
- └→ Identification medium has been taken out of operation.

TRANSPONDER AUBER BETRIEB NEHMEN

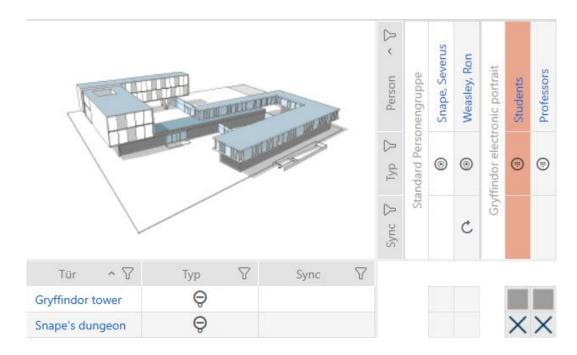
Die Aktion wurde erfolgreich durchgeführt

Identification media that have been taken out of use but not deleted can be identified in the matrix:

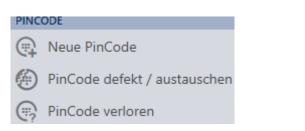


- 15.9.4.2 Taking a PIN code keypad out of use and leaving it in project
 - ✓ AXM Lite open.
 - ✓ List with PIN code keypads or matrix open.

 - 2. Flag a PIN associated with the defective PIN code keypad.



3. Click the 💮 PinCode defective / replace button in the "Wizards" section.



→ Wizard to help with a faulty PIN code keypad will open.

PinCode o	defekt / austauschen - Assistent		
Schließanlage	Hogwarts		~
PinCode	 Gryffindor electronic portrait (0873CDF) 		~
Programmiergerät	🖍 SmartStick AX		~
AKTION WÄHLE	N		
O PinCode	instand setzen		
	ehende PinCode wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass nicht unterbrochen wird.	dieser	
0	austauschen		
Die best bereit.	ehende PinCode wird gegen eine andere ausgetauscht. Halten Sie eine passenden Ersatz	:-PinCode	
O PinCode	außer Betrieb nehmen		
	ode kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer nen und auf Wunsch gelöscht.	Betrieb	
		Weiter	Schließen

4. Select the option
 Decommission PinCode.

PinCode defekt / austauschen - Assistent	
Schließanlage Hogwarts	~
PinCode O Gryffindor electronic portrait (0873CDF)	~
Programmiergerät 🔗 SmartStick AX	~
AKTION WÄHLEN	
PinCode instand setzen	
Die bestehende PinCode wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird.	
PinCode austauschen	
Die bestehende PinCode wird gegen eine andere ausgetauscht. Halten Sie eine passenden Ersatz-PinCode bereit.	
PinCode außer Betrieb nehmen	
Die PinCode kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer Betrieb	
genommen und auf Wunsch gelöscht.	
Weite	
Weite	er Schließen
Welle	er Schließen
5. Click on the Next button.	er Schließen
	er Schließen
5. Click on the Next button.	er Schließen
 5. Click on the Next button. ➡ A confirmation dialogue to take out of use will open. 	er Schließen
5. Click on the Next button.	er Schließen
 5. Click on the Next button. → A confirmation dialogue to take out of use will open. 	er Schließen
 5. Click on the Next button. → A confirmation dialogue to take out of use will open. 	er Schließen
 5. Click on the Next button. → A confirmation dialogue to take out of use will open. 	er Schließen
 5. Click on the Next button. → A confirmation dialogue to take out of use will open. 	er Schließen
 5. Click on the Next button. → A confirmation dialogue to take out of use will open. 	er Schließen
 5. Click on the Next button. A confirmation dialogue to take out of use will open. PinCode außer Betrieb nehmen Bitte prüfen Sie zuerst folgendes:	er Schließen
 5. Click on the Next button. → A confirmation dialogue to take out of use will open. PinCode außer Betrieb nehmen 	er Schließen
 5. Click on the Next button. A confirmation dialogue to take out of use will open. PinCode außer Betrieb nehmen Bitte prüfen Sie zuerst folgendes: Ist die Batterie evtl. leer? Stimmt die Seriennummer überein? 	er Schließen
 5. Click on the Next button. A confirmation dialogue to take out of use will open. PinCode außer Betrieb nehmen Bitte prüfen Sie zuerst folgendes: - Ist die Batterie evtl. leer? 	er Schließen
 5. Click on the Next button. A confirmation dialogue to take out of use will open. PinCode außer Betrieb nehmen Bitte prüfen Sie zuerst folgendes: Ist die Batterie evtl. leer? Stimmt die Seriennummer überein? 	er Schließen

- 6. Click on the Yes button.
 - └→ Confirmation dialogue to take out of use closes.
 - └→ Confirmation dialogue to delete the PIN code keypad will open.

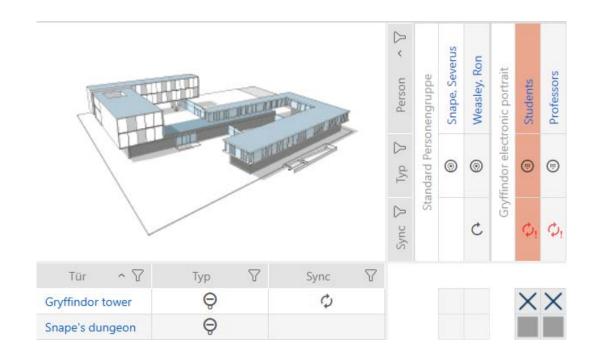
PinCode löschen		
Wollen Sie die PinCode löschen?		?
	Ja	Nein

- 7. Click on the No button.
 - └→ Confirmation dialogue to delete the PIN code keypad closes.
- → The PIN code keypad has been taken out of operation.

PINCODE AUBER BETRIEB NEHMEN

Die Aktion wurde erfolgreich durchgeführt

PIN code keypads that have been taken out of use but not deleted can be identified in the matrix:



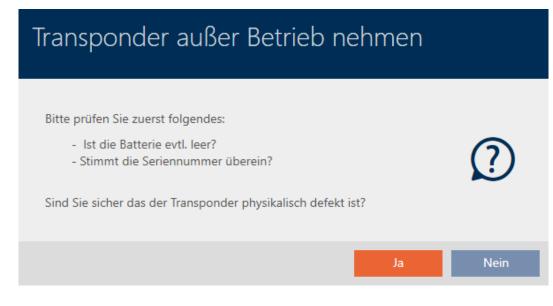
15.9.5 Taking out of use and deleting from the project

15.9.5.1 Taking a card/transponder out of use and deleting it from project

- ✓ AXM Lite open.
- ✓ Identification media list or matrix open.
- 2. Flag the defective identification medium.
- 3. Click the 🚱 Transponder defective / replace button in the "Wizards" section.
 - → Wizard for handling a defective identification medium will open.

Transponder defekt - Assistent	
Transponder Weasley, Percy (000X9C10)	~
Programmiergerät SmartCD aktiv	~
AKTION WÄHEN Transponder instand setzen Der bestehende Transponder wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird. Transponder austauschen Der bestehende Transponder wird gegen einen anderen ausgetauscht. Halten Sie einen passenden Ersatztransponder bereit. Transponder außer Betrieb nehmen Der Transponder kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer Betrieb genommen und auf Wunsch gelöscht.	
Weiter Sch	nließen

- 4. Select the option
 Decommission transponder.
- 5. Click on the Next button.
 - → A confirmation dialogue to take out of use will open.



- 6. Click on the Yes button.
 - └→ Confirmation dialogue to take out of use closes.
 - → Confirmation dialogue for deleting the identification medium will open.



- 7. Click on the Yes button.
 - └→ Confirmation dialogue to delete the identification medium closes.
- └→ Identification medium is deleted without replacement.

TRANSPONDER AUßER BETRIEB NEHMEN

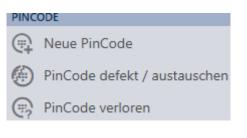
Die Aktion wurde erfolgreich durchgeführt

- 15.9.5.2 Taking a PIN code keypad out of use and deleting it from project
 - ✓ AXM Lite open.
 - ✓ List with PIN code keypads or matrix open.



2. Flag a PIN associated with the defective PIN code keypad.

3. Click the line PinCode defective / replace button in the "Wizards" section.



→ Wizard to help with a faulty PIN code keypad will open.

PinCode c	lefekt / austauschen - Assistent		
Schließanlage	Hogwarts		~
PinCode	Gryffindor electronic portrait (0873CDF)		~
Programmiergerät	<i>⊊</i> SmartStick AX		~
AKTION WÄHLE	u .		
PinCode i	nstand setzen		
	hende PinCode wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, das iicht unterbrochen wird.	s dieser	
PinCode a	ustauschen		
Die beste bereit.	hende PinCode wird gegen eine andere ausgetauscht. Halten Sie eine passenden Ersat:	z-PinCode	
PinCode a	ußer Betrieb nehmen		
	ode kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer en und auf Wunsch gelöscht.	r Betrieb	
		Weiter	Schließen

4. Select the option 💿 Decommission PinCode.

PinCode	defekt / austauschen - Assistent	
Schließanlage	Hogwarts	~
PinCode		~
Programmiergerät	G SmartStick AX	~
AKTION WÄHL	FN	
	instand setzen	
Die bes	tehende PinCode wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser nicht unterbrochen wird.	
PinCode	austauschen	
Die best bereit.	tehende PinCode wird gegen eine andere ausgetauscht. Halten Sie eine passenden Ersatz-PinCode	
PinCode	außer Betrieb nehmen	
Die Pin	Code kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Er wird außer Betrieb	
genomr	nen und auf Wunsch gelöscht.	
	Weiter	Schließen
	the Next button.	
⊢ A co	nfirmation dialogue to take out of use will open.	
PinCo	de außer Betrieb nehmen	
1 11 6 6		
Dista antifan (
bitte pruten :	Sie zuerst folgendes:	-
	Batterie evtl. leer?	(2)
- Stimmt	die Seriennummer überein?	$\mathbf{\hat{\mathbf{v}}}$
Sind Sie sich	er das die PinCode physikalisch defekt ist?	

- 6. Click on the Yes button.
 - └→ Confirmation dialogue to take out of use closes.
 - └→ Confirmation dialogue to delete the PIN code keypad will open.

PinCode löschen		
Wollen Sie die PinCode löschen?		?
	Ja	Nein

- 7. Click on the Yes button.
 - └→ Confirmation dialogue to delete the PIN code keypad closes.
- 8. The PIN code keypad has been taken out of use and deleted without replacement.

PINCODE AUBER BETRIEB NEHMEN

Die Aktion wurde erfolgreich durchgeführt

15.10 Duplicating forgotten identification medium temporarily



15.10.1 Duplicating a forgotten transponder or card temporarily

Identification media left elsewhere differ from defective or stolen/lost identification media:

 In contrast to defective identification media, identification media that the user has forgotten are fully functional. In contrast to stolen/lost identification media, the identification medium is in a known/secure location.

Employees who have forgotten their identification medium can receive a copy with an expiry date. In this case, there is no need to reset or delete the identification medium as no unauthorised person has access to the forgotten identification medium.

The duplicate receives a different TID and is thus a separate identification medium from a locking device perspective (see *Identification media, locking devices and the locking plan* [> 360] for information on the connection between TID and identification medium).

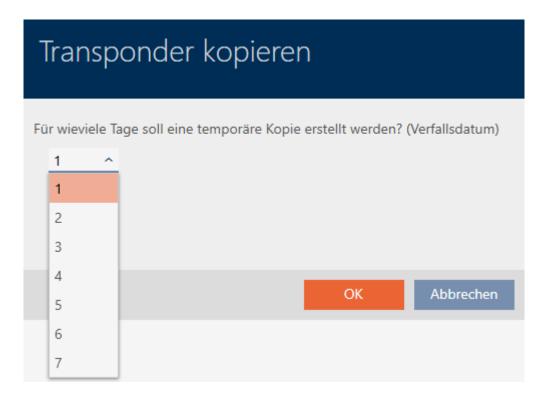
- ✓ AXM Lite open.
- ✓ Identification media list or matrix open.
- Identification medium available for temporary duplication for programming.
- ✓ Suitable programming device connected.
- 2. Select the forgotten identification medium.
- 3. Click the 🛞 Forgot transponder button in the "Wizards" section.
 - → Wizard for forgotten identification media will open.

Tra	nspon	der vergessen	
	Transponder ammiergerät	Weasley, Percy (000X9C10) U SmartCD aktiv	× ×
	Hinweis: Halten Sie eir Aktion:	R VERGESSEN Transponder ist für kurze Zeit nicht verfügbar, der Aufenthaltsort ist aber bekannt. nen Ersatztransponder bereit. erstellt eine zeitlich begrenzte Kopie des betroffenen Transponders, welcher sofort programmiert werden kann.	
		Bitte vergewissern Sie sich, dass der ausgewählte Transponder nicht verlorengegangen ist Ein zeitlich begrenzter Ersatz für den Transponder wird erstellt	

- 4. Click on the Next button.
 - └→ Confirmation dialogue for the duplicate's expiry date will open.

Transponder kopieren	
Für wieviele Tage soll eine temporäre Kopie erstellt werden? (Verfa	illsdatum)
OK A	bbrechen

5. Specify how long the duplicate should be active for (max. 7 days).



- 6. Click on the OK button.
 - └→ Confirmation dialogue for the duplicate's expiry date closes.
 - └→ Confirmation dialogue for immediate synchronisation will open.



- 7. Click on the Yes button.
 - └→ Confirmation dialogue for immediate synchronisation closes.
 - \rightarrow Duplicate is synchronised.

Transponder vergessen	
Transponder Weasley, Percy (000X9C10) Programmiergerät Image: SmartCD aktiv (beschäftigt)	~
Drogrammierung Erkennung des Transponders läuft Abbrechen	Verbinden Drücken Sie jetzt den Taster des Transponders 1x kurz in Abstand von 10-30 cm zum SmartCD
	Weiter Schließen

→ Forgotten identification medium is now duplicated with expiry date.

TRANSPONDER VERGESSEN

Die Aktion wurde erfolgreich durchgeführt

Duplicated identification media are also displayed in the matrix:

Person ~ 🖓	Weasley, Ron	Weasley, Percy	Weasley, Percy	Weasley, Fred	Lovegood, Luna	Granger, Hermine
Typ 7	0	0	0	0	0	0
Sync 7					Ç	Ç

You can view the expiry date in the duplicate's properties and extend it if necessary (see *Activating or deactivating identification medium once at specific times (activation and expiry date)* [+ 104]):

✓ VERFALLSDATUM					
	ohne Verfallsdatum				
	Aktiv bis (Uhrzeit):	29.05.2021	Ē	23:00	\sim

In this example, the duplicate was created for one day at 23:00 hours on 28.05.2021. The duplicate's expiry date is therefore 23:00 hours on 29.05.2021.

If an identification medium is forgotten for a longer period of time (and thus may no longer have been left elsewhere but lost instead), it may be advisable to block the identification medium (see *Blocking and replacing lost/stolen card/transponder permanently* [+ 146]).

15.11 Blocking lost/stolen identification media permanently



An identification medium that can no longer be found poses a security risk for your locking system. In contrast to a forgotten identification medium, the location is no longer known and unauthorised persons could gain access using this identification medium.

Block such an identification medium immediately (see *Blocking and replacing lost/stolen card/transponder permanently* [+ 146]). You can also create a replacement identification medium with a different TID for the employee concerned, but with the same settings and authorisations. Your locking devices will recognise the replacement identification medium as a new identification medium (see *Identification media, locking devices and the locking plan* [+ 360] for information on TIDs).

Lost and stolen PIN code keypads

A PIN code keypad is fixed in place after installation and can no longer be lost. However, it can become lost on the way to its installation location and then stolen by force. For example, a thief could try different PINs in an unsecured area to find a valid PIN. Since you cannot know which PIN the thief discovered by trial and error, you must always block the entire PIN keypad (see *Blocking a lost/stolen PIN code keypad permanently* [\bullet 151]). If only one PIN is known and is therefore unsafe, you can change this PIN (see *Changing a PIN (PinCode AX)* [\bullet 180]).

15.11.1 Blocking and replacing lost/stolen card/transponder permanently

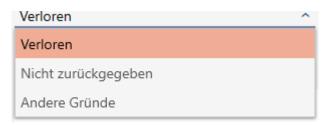
- ✓ AXM Lite open.
- ✓ Identification media list or matrix open.
- Replacement identification medium at hand.
- ✓ Suitable programming device connected.
- 1. Use \sum to sort/filter the displayed entries if required (see *Sorting and filtering* [\triangleright 37]).
- 2. Select the identification medium that has been lost/stolen.
- 3. Click the 🛈 Transponder lost button in the "Wizards" section.
 - → Wizard for handling a lost identification medium will open.

Transponder verloren
Transponder Weasley, Percy (000X9C10)
Programmiergerät 🛛 SmartCD aktiv 🗸
TRANSPONDER VERLOREN
Ereignis: Der Aufenthaltsort des gewählten Transponders ist nicht bekannt. Die Sicherheit der Schließanlage ist gefährdet.
Hinweis: Der Transponder muss deaktiviert werden. Dadurch entsteht Programmierbedarf an allen berechtigten Schließungen. Dieser Vorgang kann nicht revidiert werden. Halten Sie auf Wunsch einen Ersatztransponder bereit.
Aktion: Der Transponder wird deaktiviert. Eine Begründung ist erforderlich. Ein Ersatztransponder kann erstellt werden.
Bitte beachten Sie, dass der Transponder deaktiviert wird und dadurch großer Programmieraufwand entstehen kann
Im Ablauf des Assistenten wird angeboten, einen Ersatztransponder zu erstellen
Weiter Schließen
4. Click on the Next button.

 \mapsto The reason window will open.

Transponder deaktivieren Bitte geben Sie die gewünschten Informationen ein		
Wollen Sie tatsächlich den Transponder sperren? Falls 'ja', geben Sie bitte den Grund an, z.B. Transponder verloren.		
Verloren ~		
Zusatzinformation		
	ОК	Abbrechen

5. Enter the reason in the drop-down menu.



- 6. Click on the OK button.
 - → Confirmation dialogue for replacement identification medium will open.



- 7. Click on the Yes button.
 - └→ Confirmation dialogue for replacement identification medium closes.
 - → Replacement identification medium can already be seen in the matrix in the background.



→ Confirmation dialogue about synchronising the replacement identification medium will open.

Transponder verloren		
Ersatztransponder programmieren?		?
	Ja	Nein

- 8. Click on the Yes button.
 - ➡ Confirmation dialogue about synchronising the replacement identification medium closes.
 - └→ Synchronisation starts.

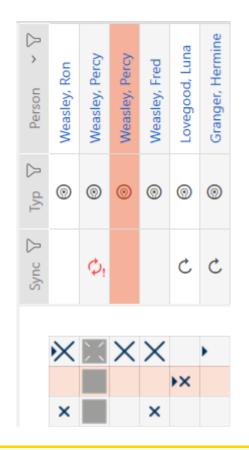
Transponder verloren		
Transponder Weasley, Percy (000X9C10) Programmiergerät Ø SmartCD aktiv (beschäftigt)		~ ~
Fregrammierung Erkennung des Transponders läuft Abbrechen	שיר.	Verbinden Drücken Sie jetzt den Taster des Transponders 1x kurz in Abstand von 10-30 cm zum SmartCD
		Weiter Schließen

- └→ Lost identification medium is blocked.
- → Replacement identification medium is synchronised.

TRANSPONDER VERLOREN

Die Aktion wurde erfolgreich durchgeführt

→ Replacement identification medium is displayed in the matrix next to the lost identification medium.



IMPORTANT

Changes to the locking system only take effect after synchronisation

If you edit the locking system with the AXM Lite, the changes are initially only saved to your database.

Your actual components will not know about these changes until they are synchronised.

- 1. Regularly check the components in the matrix for synchronisation requirements (see *The AXM's structure* [35]).
- 2. In the event of critical incidents (e.g. identification medium lost), it is particularly important to synchronise immediately after responding to the incident (see *Synchronisation: Comparison between locking plan and reality* [▶ 290]).

IMPORTANT

Block ID automatically written on replacement transponder

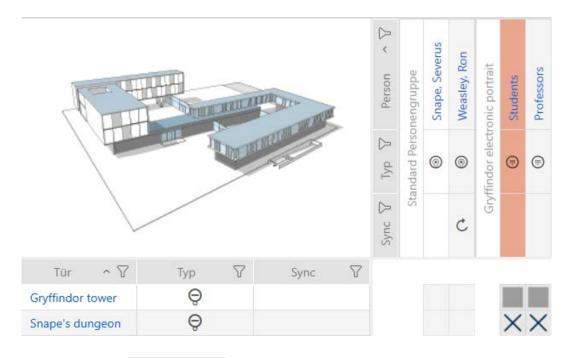
If you create a replacement transponder for a lost/stolen transponder, your AXM Lite automatically writes the block ID from the blocked transponder onto this replacement transponder.

You can also use this replacement transponder to transfer the block ID to the locking devices without a virtual network. This means that you do not necessarily need to go to the locking device with a programming device, even if you use a Lite/Classic edition.

- 1. Present the replacement transponder to the locking devices.
- 2. Alternatively, synchronise the locking devices on site.

15.11.2 Blocking a lost/stolen PIN code keypad permanently

- AXM Lite open.
- List with PIN code keypads or matrix open.
- ✓ Suitable programming device connected to replace PIN code keypad.
- 2. Select a PIN associated with the lost PIN code keypad.



- 3. Click the 💮 PinCode lost button in the "Wizards" section.
 - → Wizard to help with a lost PIN code keypad will open.

PinCode v	verloren - Assistent	
Schließanlage	Hogwarts	~
PinCode		~
Programmiergerät	SmartStick AX	~
PINCODE VERLO	REN	
Ereignis: Der Aufenthalt	tsort der gewählten PinCode ist nicht bekannt. Die Sicherheit der Schließanlage ist gefährdet.	
	nuss deaktiviert werden. Dadurch entsteht Programmierbedarf an allen berechtigten Schließungen. g kann nicht revidiert werden. Halten Sie auf Wunsch eine Ersatz-PinCode bereit.	
Aktion: Die PinCode w	vird deaktiviert. Eine Begründung ist erforderlich. Eine Ersatz-PinCode kann erstellt werden.	
	Bitte beachten Sie, dass die PinCode deaktiviert wird und dadurch großer Programmieraufwand entstehen kann	
• h	m Ablauf des Assistenten wird angeboten, eine Ersatz-PinCode zu erstellen	
	Weiter Schli	eßen

- 4. Click on the Next button.
 - └→ The confirmation window will open.

PinCode deakti Bitte geben Sie die gewünscht	n ein				
Wollen Sie tatsächlich die Pin Falls 'ja', geben Sie bitte den (o die PinCode v	verlorengegange	n ist.		
Verloren	~				
Zusatzinformation					
				ОК	Abbrechen

5. If applicable, select a reason other than "Lost" from the drop-down menu.



- 6. Enter any additional information in the *Additional information* field.
- 7. Click on the OK button.
 - └→ Confirmation window closes.
 - → AXM Lite offers to create a replacement PIN code keypad.

PinCode verloren	
Möchten Sie eine Ersatz-PinCode erstellen?	2
	Ja Nein

If you need a replacement, click the Yes button; otherwise, click the No button.

(Example: Yes)

- → AXM Lite creates a replacement PIN code keypad in the background.
- → AXM Lite offers to synchronise the replacement PIN code keypad immediately.



- 9. Click on the Yes button.
 - → Synchronisation of the replacement PIN code keypad launches.
 - → AXM Lite offers to delete the lost PIN code keypad.

PinCode löschen		
Wollen Sie die PinCode löschen?		?
	Ja	Nein

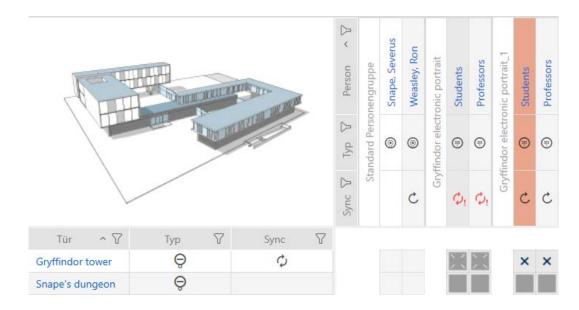
10. Click on the No button.

→ The PIN code keypad has been blocked and a replacement PIN code keypad has been synchronised.

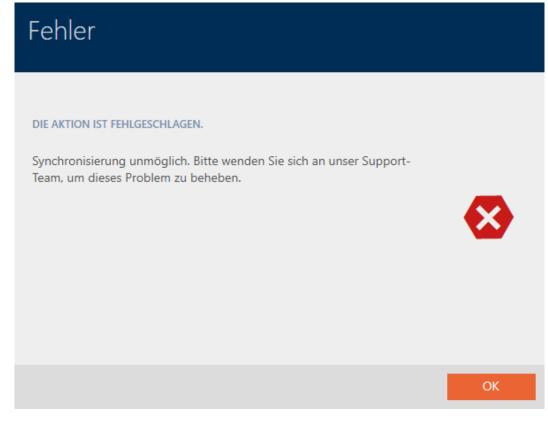
PINCODE VERLOREN

Die Aktion wurde erfolgreich durchgeführt

Both PIN code keypads are visible in the matrix.



You will need a different PIN code keypad for the replacement. If you try to use the same PIN code keypad, your AXM Lite will display an error message:



You can repair the PIN code keypad as an alternative; see *Repairing a PIN code keypad (resynchronising)* [+ 112].

15.12 Flag and reset returned identification medium (back to inventory)

An identification medium has been transferred to locking system management and should be withdrawn from circulation.

In contrast to reset and deletion, the physical identification medium is reset but remains in your locking system. AXM Lite enters a comment about the return in the identification medium's history instead.

Obviously, you can also delete the identification medium from the locking system after resetting. However, the action list ("history") would be lost.

15.12.1 Flagging and resetting returned card/transponder (back to inventory)

Proceed as follows to withdraw a card or transponder without losing its action list:

- ✓ AXM Lite open.
- ✓ Suitable programming device connected.

Transponder zurückgegeben
Transponder Weasley, Ron (002U0KLC) ~
Programmiergerät USMartCD aktiv ~
TRANSPONDER ZURÜCKGEGEBEN Ereignis: Der gewählte Transponder wurde an die Schließanlagenverwaltung übergeben und soll aus dem Verkehr gezogen werden. Hinweis: Der Transponder wird nicht aus der Schließanlage gelöscht, sondern erhält einen entsprechenden Eintrag in seiner Historie. Aktion: Die Rückgabe wird in der Historie vermerkt. Der Transponder kann im nächsten Schritt zurückgesetzt werden. • Im Ablauf des Assistenten wird angeboten, den Transponder zurückzusetzen und zu löschen
Weiter Schließen

- 2. Click on the Next button.
 - Confirmation dialogue about resetting the identification medium will open.



- 3. Click on the Yes button.
 - └→ Confirmation dialogue for resetting the identification medium closes.
 - └→ Identification medium is being reset.

Transponder zurückgegeben	
Transponder Weasley, Ron (002U0KLC) Programmiergerät Ø SmartCD aktiv (beschäftigt)	~
Erkennung des Transponders läuft Abbrechen	Image: Signal
	Weiter Schließen

 Confirmation dialogue for deleting the identification medium will open.



- 4. Click on the No button.
 - \rightarrow Confirmation dialogue for deleting the identification medium closes.
- → Identification medium is reset, but not deleted.

TRANSPONDER ZURÜCKGEGEBEN

Die Aktion wurde erfolgreich durchgeführt

The successful return is noted in the identification medium's action list (also see *Planning and logging card/transponder return [* 167]).

Datum	~ 7	Тур	Y	Benutzer	Y	Beschreibung
29.05.2021 00:	08:58	Zurückgesetzt		Admin		
29.05.2021 00:	08:42	Erfolgte Rücknahm	e	Admin		
20.05.2021 20:	40:08	Letzte Programmie	rung	Admin		
20.05.2021 20:	39:14	Letzte Programmie	rung	Admin		
05.05.2021 14:	08:04	Erstellt		Admin		

15.13 Planning and tracking identification medium management tasks

The central point for managing your identification medium is the "Transponder - Actions" tab . The following entries are displayed here collectively:

- Created
- **Programming**
- Issued
- Scheduled battery change
- Last battery change
- Planned return
- Handed back

Not all entries are available for all types of identification medium. Since a PIN cannot be withdrawn like a transponder, for example, the entries "Planned return" and "Handed back" are not available for PIN code keypads.

- AXM Lite open.
- ✓ Identification media list or matrix open.
- Identification medium available.
- 2. Click on the identification medium you wish to manage.
 - └→ The identification medium window will open.
- 3. Click on the Actions tab.

Aktionen

└→ Window switches to the "Actions" tab.

Transponder – A Hier können Sie Aktionen zum Tra	ktionen ansponder planen, einsehen und bearbeiten	Synchronisieren In Matrix anzeigen
1 Details 2 Transponderkonfiguration	+ □ ▽ Neu Löschen Details	
 Berechtigungsgruppen Hashtags 	Datum ~ Typ Ø Benutzer Ø Beschreibung 30.05.2021 00:39:41 Letzte Programmierung Admin	
5 Aktionen 6 Begehungsliste	30.05.2021 00:26:56 Erstellt Admin	
Berechtigte Türen		
	< Zurück Wei	iter > Fertigstellen Abbrechen

15.13.1 Noting the issue date

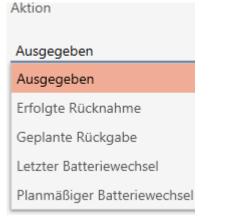
15.13.1.1 Note card/transponder issue date

AXM Lite does not know when you handed over the identification medium. You can thus enter this information manually for each identification medium.

- 1. Click on the 🕂 New button.
 - \mapsto The window for a new action will open.

Neue Aktion				
Aktion				
Letzter Batteriewechsel				~
Datum		Uhrzeit		
30.05.2021	Ē	02:46:25		Ĵ ©
Beschreibung				
Dokument in Aktionsliste abspeichern				
			ОК	Abbrechen

2. From the drop-down menu ▼ Action, select "Issued".



3. Enter a date in the *Date* field or click on the 📑 icon to expand a calendar screen.

Datu	ım						
30.	05.20)21					
	+ 1	+ 1 + 3 + 5					
<			Mai	2021			>
	Мо	Di	Mi	Do	Fr	Sa	So
17	26	27	28	29	30	1	2
18	3	4	5	6	7	8	9
19	10	11	12	13	14	15	16
20	17	18	19	20	21	22	23
21	24	25	26	27	28	29	30
22	31	1	2	3	4	5	6

- 4. Enter a time in the *Time* field.
- 5. Enter a description in the *Description* field.
- 6. If you wish to save a document for your action: Activate the 🔽 Save document in action list checkbox.
- 7. If you wish to save a document for your action: Click on the ____ but-ton.
 - → The Explorer window will open.
- 8. Select your document.
- 9. Click on the Open button.
 - \mapsto Explorer window closes.

Neue Aktion			
Aktion			
Ausgegeben			~
Datum		Uhrzeit	
30.05.2021	Ē	03:49:48	Ĵ ©
Beschreibung			
Z Dokument in Aktionsliste abspeichern			
D:\Info.txt			
		ОК	Abbrechen

10. Click on the OK button.

- \mapsto The window for the new action closes.
- → Action is now created and listed.

Datum 🗸 🏹	Тур	Benutzer 🛛 🖓	Beschreibung 🏹	Dokument 🛛 🍸
30.05.2021 03:49:48	Ausgegeben	Admin		txt
30.05.2021 00:00:49	Letzte Programmierung	Admin		
29.05.2021 00:08:58	Zurückgesetzt	Admin		
29.05.2021 00:08:42	Erfolgte Rücknahme	Admin		
20.05.2021 20:40:08	Letzte Programmierung	Admin		
20.05.2021 20:39:14	Letzte Programmierung	Admin		
05.05.2021 14:08:04	Erstellt	Admin		

15.13.2 Planning and logging battery replacement

- 15.13.2.1 Planning and logging card/transponder battery changes
 - 1. Click on the 🕂 New button.
 - \mapsto The window for a new action will open.

Neue Aktion			
Aktion			
Letzter Batteriewechsel			~
Datum		Uhrzeit	
30.05.2021	Ē	02:46:25	Ĵ ©
Beschreibung			
Dokument in Aktionsliste abspeichern			
		ОК	Abbrechen

Select "Scheduled battery change" or "Last battery change" from the
 ▼ Action drop-down menu.

Aktion

Planmäßiger Batteriewechsel

Ausgegeben

Erfolgte Rücknahme

Geplante Rückgabe

Letzter Batteriewechsel

Planmäßiger Batteriewechsel

Datum

3. Enter a date in the *Date* field or click on the 📑 icon to expand a calendar screen.

Datu	ım							
30.	05.20)21						
	+ 1	1 + 3 + 5						
<			Mai 2021					
	Mo	Di	Mi	Do	Fr	Sa	So	ľ
17	26	27	28	29	30	1	2	
18	3	4	5	6	7	8	9	L
19	10	11	12	13	14	15	16	
20	17	18	19	20	21	22	23	ł
21	24	25	26	27	28	29	30	
22	31	1	2	3	4	5	6	

- 4. Enter a time in the *Time* field.
- 5. Enter a description in the *Description* field.
- 6. If you wish to save a document for your action: Activate the 🔽 Save document in action list checkbox.
- 7. If you wish to save a document for your action: Click on the ____ but-ton.
 - └→ The Explorer window will open.
- 8. Select your document.
- 9. Click on the Open button.
 - \mapsto Explorer window closes.

Neue Aktion		
Aktion		
Planmäßiger Batteriewechsel		~
Datum	Uhrzeit	
30.05.2021	(回) 04:00:44	<u> </u>
Beschreibung		
Dokument in Aktionsliste abspeichern		
D:\Info.bxt		
	ОК	Abbrechen

10. Click on the OK button.

- \mapsto The window for the new action closes.
- → Action is now created and listed.

Datum ~ 🏹	Тур 🖓	Benutzer 🛛 🖓	Beschreibung	\mathbb{Y}	Dokument	\bigtriangledown
30.05.2021 04:00:44	Planmäßiger Batteriewec	Admin			txt	
30.05.2021 00:00:49	Letzte Programmierung	Admin				
29.05.2021 00:08:58	Zurückgesetzt	Admin				
29.05.2021 00:08:42	Erfolgte Rücknahme	Admin				
20.05.2021 20:40:08	Letzte Programmierung	Admin				
20.05.2021 20:39:14	Letzte Programmierung	Admin				
05.05.2021 14:08:04	Erstellt	Admin				

- 15.13.2.2 Planning and logging PIN code keypad battery replacement
 - 1. Click on the 🕂 New button.
 - \mapsto The window for a new action will open.

Neue Aktion			
Aktion			
Letzter Batteriewechsel			~
Datum		Uhrzeit	
30.05.2021	1	02:46:25	<u> </u>
Beschreibung			
Dokument in Aktionsliste abspeichern			
		_	_
		ОК	Abbrechen

 Select "Scheduled battery change" or "Last battery change" from the ▼ Action drop-down menu.



3. Enter a date in the *Date* field or click on the 📑 icon to expand a calendar screen.

Datum

30.04.2024

-	+ 1	+ 3 +		+	- 5		
<		Ap	ril 2	024	ŀ	>	
М	D	М	D	F	S	S	
25	26	27	28	29	30	31	
1	2	3	4	5	б	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	1	2	3	4	5	

- 4. Enter a time in the *Time* field.
- 5. Enter a description in the *Description* field.
- 6. If you wish to save a document for your action: Activate the **▼** Save document in action list checkbox.

- 7. If you wish to save a document for your action: Click on the _____ but-ton.
 - → The Explorer window will open.
- 8. Select your document.
- 9. Click on the Open button.
 - → Explorer window closes.

Neue Aktion			
Aktion			
Planmäßiger Batteriewechsel			~
Datum		Uhrzeit	
30.04.2024	Ē	20:00:00	Ŷ
Beschreibung			
Dokument in Aktionsliste abspeichern			
D:\info.txt			
		ОК	Abbrechen

10. Click on the OK button.

- \mapsto The window for the new action closes.
- \mapsto Action is now created and listed.

Datum	~ 7	Тур	\bigtriangledown	Benutzer	\bigtriangledown	Beschreibung	\bigtriangledown	Dokument	7
30.04.2024 20	0:00:00	Planmäßiger Batte	eriewed	Admin				D:\info.txt	
30.04.2024 14	4:34:39	Letzte Programmi	erung	Admin		ErrorCode = NoError			
30.04.2024 14	4:34:03	Letzte Programmi	erung	Admin		ErrorCode = NoError			
30.04.2024 14	4:31:23	Zurückgesetzt		Admin		ErrorCode = NoError			
30.04.2024 14	4:30:50	Letzte Programmi	erung	Admin		ErrorCode = NoError			
30.04.2024 14	4:30:36	Letzte Programmi	erung	Admin		ErrorCode = WrongDevice			
30.04.2024 14	4:30:24	Zurückgesetzt		Admin		ErrorCode = NoError			
30.04.2024 14	4:29:59	Letzte Programmi	erung	Admin		ErrorCode = NoError			

15.13.3 Planning and logging return

15.13.3.1 Planning and logging card/transponder return

You can enter a suitable note in the action list to keep track of when which identification media need to be returned.

You can also enter when an identification medium was actually returned in the action list. However, you need to reset the identification medium manually in this case. The return wizard is ideal for returns instead of a manual reset: *Flagging and resetting returned card/transponder (back to inventory)* [> 156]. The entry in the action list is the same in the end, regardless of whether it is entered with or without a wizard.

- 1. Click on the 🕂 New button.
 - \mapsto The window for a new action will open.

Neue Aktion			
Aktion			
Letzter Batteriewechsel			~
Datum		Uhrzeit	
30.05.2021	Ē	02:46:25	Ĵ ⊙
Beschreibung			
Dokument in Aktionsliste abspeichern			
		ОК	Abbrechen

2. Select "Planned return" or "Handed back" from the ▼ Action dropdown menu.

Aktion
Geplante Rückgabe
Ausgegeben
Erfolgte Rücknahme
Geplante Rückgabe
Letzter Batteriewechsel
Planmäßiger Batteriewechsel

3. Enter a date in the *Date* field or click on the Field or click on the screen.

Datum										
30.	05.20)21								
	+ 1 + 3 + 5									
<			Mai	2021			>			
	Мо	Di	Mi	Do	Fr	Sa	So			
17	26	27	28	29	30	1	2			
18	3	4	5	6	7	8	9			
19	10	11	12	13	14	15	16			
20	17	18	19	20	21	22	23			
21	24	25	26	27	28	29	30			
22	31	1	2	3	4	5	6			

- 4. Enter a time in the *Time* field.
- 5. Enter a description in the *Description* field.
- 6. If you wish to save a document for your action: Activate the 🔽 Save document in action list checkbox.
- 7. If you wish to save a document for your action: Click on the ____ but-ton.
 - → The Explorer window will open.
- 8. Select your document.
- 9. Click on the Open button.
 - └→ Explorer window closes.

B	
	_

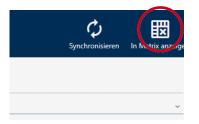
- 10. Click on the OK button.
 - \mapsto The window for the new action closes.
- → Action is now created and listed.

Datum	~ 7	Тур	\bigtriangledown	Benutzer	V	Beschreibung	∇	Dokument	\bigtriangledown
30.05.2021 03:05:4	1 1	Geplante Rück	gabe	Admin				txt	
30.05.2021 00:00:4	19	Letzte Program	nmierung	Admin					
29.05.2021 00:08:5	58	Zurückgesetzt		Admin					
29.05.2021 00:08:4	42	Erfolgte Rückr	nahme	Admin					
20.05.2021 20:40:0	08	Letzte Program	nmierung	Admin					
20.05.2021 20:39:1	14	Letzte Program	nmierung	Admin					
05.05.2021 14:08:0)4	Erstellt		Admin					

15.14 Finding the identification medium or locking device again in the matrix

Various options are available to you to access the settings for your identification media and locking devices. Sometimes you need to quickly jump back to the entry in the matrix to make a final quick change to an authorisation, for example.

The settings window always provides you with the following button: 😨 Show in matrix



This button:

- 1. Always opens the matrix view.
- 2. Selects the identification medium or locking device entry.

This means you can immediately see which identification medium or locking device is meant.

15.15 Exporting identification media as a list

All identification media in your locking system can be exported as PDF files.

The PDF displays exactly the same identification media in exactly the same order as in AXM Lite.

This means that you can sort and filter the display before exporting. It also allows you to sort and filter the exported list.

15.15.1 Export cards/transponders as a list

- ✓ AXM Lite open.
- ✓ Identification medium available.
- 1. Click the orange AXM button \equiv AXM.
 - → AXM bar opens.

E AXM Lite 🛃 🕲	•			– d Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖋 Matrix View	Cocations	Locking Systems	About AX Manager
# Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	7 Time Plan Management			

2. Select the Transponder entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Zeitplansteuerung
 - → The list with all identification media in the locking system will open.

Ma	Matrixansicht $ imes$		Transponder $ imes$						
	ी leu	D Löschen	In Matrix anzeigen	D uplizieren	↑ Export	X Anzeigefilter löschen			
	Nach	hname	~ 7	Vorname			7		
>	Wea	sley		Ron					
	Wea	sley		Fred					
	Love	good		Luna					
	Gran	iger		Hermine					

- 3. Use *Y* to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 37]).
- 4. Click on the Export button $\overline{\uparrow}$.
 - \mapsto The Explorer window will open.
- 5. Save the PDF file to a directory of your choice.
- → Displayed identification media are exported as PDF files (DIN A4).



Alle Transponder für die Schließanlage 'Hogwarts' - gefiltert

Nachname	Vorname	S/N	Тур	Sync	Status	Zeitgruppe	Aktivierungs- datum / Verfallsdatum
Weasley	Ron		Transponder	Erstprogramm ierung			
Weasley	Fred		Transponder	Erstprogramm ierung			
Lovegood	Luna		Transponder	Erstprogramm ierung			
Simons Vos	55		Gedruckt ar	n: 05.05.2021			

15.15.2 Exporting PINs and PIN code keypads as a list

- AXM Lite open.
- ✓ PIN code keypad created (see Creating PIN code keypads [▶ 83]).
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite 🔒 😨	®.			Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	A Matrix View	Cocations	Locking Systems	About AX Manager
/ Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🖉 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e? Access Levels			Download error logs
	Time Plan Management			

2. Select the **PinCodes** entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Schließungen
- 🖉 Transponder
- 🖍 PinCodes
- Spezielle Transponder
- Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - \mapsto The list with all PIN code keypads in the locking system will open.

Alle	^					
Alle						
Hogwarts 1						
Hogwarts 2						
Hogwarts 3						
Matrixansicht × PinCodes	×					
+ 🖬 👿 Neu Löschen In Matrix a		🔀 Anzeigefilter löschen				
Name ^ 🏹	Schließung	∑ S/N	∀ Тур	Y	Status 🖓	Sync 🝸
🗄 Gryffindor electronic portra	Gryffindor tower	088NKAK	AX PinCode			
Equiditch field entrance	Quidditch field		PinCode G1			C

- 3. Use *Y* to sort/filter the displayed entries if required (see *Sorting and filtering* [→ 37]).
- 4. Click on the Export \uparrow button.
- \rightarrow Displayed identification media are exported as PDF files (DIN A4).



Alle PinCodes für die Schließanlage 'Hogwarts'

Name	Schließung	S/N	Тур	Status	Sync
Gryffindor electronic portrait	Gryffindor tower	088NKAK	AX PinCode		Programmiert
1: Students	Hat Zugriff				
2: Professors	Hat Zugriff				
Quidditch field entrance	Quidditch field		PinCode G1		Erstprogrammierung
1: Students	Hat Zugriff				
2: Professors	Hat Zugriff				
Simons Vo	ss	Ausdruck	vom: 30.04.2024		

15.16 Viewing an identification medium's serial number and/or TID

15.16.1 Viewing a card's/transponder's serial number and TID

Your cards and transponders have two numbers that are important:

- Serial number (permanently stored in the identification medium and imported during synchronisation)
- TID (flexibly assigned by AXM Lite and written on the identification medium during synchronisation)

The serial number is a unique number for each identification medium while the TID is only unique in your locking system.

If you need the TID for support purposes, for example, you can view the TID for synchronised identification media in the synchronisation window:

- ✓ AXM Lite open.
- ✓ Identification media list or matrix open.
- ✓ Identification medium synchronised.
- 2. Click on the identification medium whose serial number and/or TID you wish to view.
 - └→ The identification medium window will open.
 - \mapsto Serial number is displayed.

	ransponder – De er können Sie die Details des Tr			C Synchronisieren	In Matrix anzeigen
1	Details	TRANSPONDER DETAILS			
2	Transponderkonfiguration		# 002U2EP8		
3	Berechtigungsgruppen	Transponderty Firmware Versio	p ③ Transponder		~
4	Hashtags		g 31.05.2021 02:18:45		
6	Aktionen	Syr	c Programmiert		
6	Begehungsliste	Batteriestatu	s Ok		
1	Berechtigte Türen	Zeitgrupp	e Zeitgruppe 1		~
		Beschreibun			
		PERSONENDETAILS			
		Nachname V	/easley		
		Vorname R	n		
		Personalnummer P	N-1		
			< Zurück Weiter >	Fertigstellen	Abbrechen

- 3. Click on the \clubsuit Synchronisation button.
 - → Window switches to synchronisation.

4. Open up the "Programmed records" field.

Transponder s Hier können Sie den Transp	synchronisieren ^{onder} synchronisieren					Konfiguration
Schließanlage Hogw Transponder Weas Programmiergerät	ey, Ron (002U2EP8)				~ ~	Marcon Construction of the second sec
	31.05.2021 02:18:45 Programmiert Aktiviert					Synchronisieren
Batteriestatus Zeitgruppe						Begehungsliste auslese
 PROGRAMMIERTE DATENS Pos Schließanlage/ 1 Hogwarts 	SID	SID Extension TID 1414412 3200	Aktivierungsdatum	Verfallsdatum	Zeitgruppe	Zurücksetzen
						Schließen

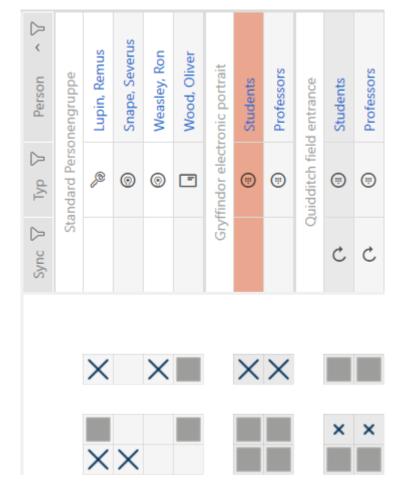
➡ TIDs are displayed in table. If you use the identification medium in a number of locking systems, the TID used for each locking system is displayed.

15.16.2 Viewing a PIN code keypad's serial number

Your PIN code keypads do not have TIDs which are directly visible. You will find the serial number similar to that for cards and transponders in the details:

- ✓ AXM Lite open.
- ✓ PIN code keypad created and synchronised.
- ✓ List with PIN code keypads or matrix open.
- 1. Use \mathbf{Y} to sort/filter the displayed entries if required (see *Sorting and filtering* [+ 37]).

2. Click on a PIN associated with the PIN code keypad whose serial number you want to view.



- → The PIN code keypad window will open.
- \mapsto Serial number is displayed.

PinCode – Detail Bitte geben Sie die Eigenschaften					Hogwarts	Synchronisieren	In Matrix anzeigen
1 Details	PINCODE - DETAILS						
2 Hashtags	Seriennummer	088NKAK					
3 Aktionen	Тур	AX PinCode					~
Aktionen	Firmware Version	1.1.1052					
	Name	Gryffindor electronic portr	ait				
	Schließung	Gryffindor tower					~
	Pinlänge	4 ~					
	Letzte Synchronisierung	30.04.2024 14:34:39					
	Sync	Programmiert					
	Batteriestatus	Ok					
	PINS						
	∧ 1 Pin Name	Students	PIN ****		Berechtigt 🛛 🏼	Status	Programmiert
		Professors	PIN ****		Berechtigt 🛛 🛛	Status	Programmiert
							Hinzufügen
				< Zu	rück Weiter >	Fertigstelle	n Abbrechen

15.17 Setting the PIN length (PinCode AX)

NOTE

Description only valid for PIN code keypad AX

The setting described here is only available for the PIN code keypad AX in yourAXM Lite. On the PIN code keypad 3068, you can use the Master PIN to change this setting directly on the PIN code keypad 3068.

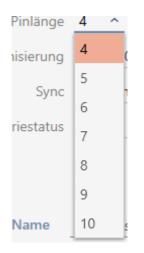
You always set the PIN length for the entire PIN code keypad AX, i.e. for all PINs simultaneously. For this reason, you must then reassign each PIN and synchronise the PIN code keypad AX.

- ✓ AXM Lite open.
- ✓ Matrix screen open.
- ✓ PIN code keypad AX created (see *Creating PIN code keypads* [▶ 83]).
- 1. Click on any PIN to open details on your PIN code keypad AX.

PinCode – Detail Bitte geben Sie die Eigenschaften						Hog	gwarts	~	Ç Synchronisieren	In Matrix anzeigen
1 Details	PINCODE - DETAILS									
2 Hashtags	Seriennummer	0873CDF								
	Тур	AX PinCode								~
3 Aktionen	Firmware Version	1.1.1048								
	Name	Gryffindor electronic portra	it							
	Schließung	Snape's dungeon								~
	Pinlänge	4 ~								
	Letzte Synchronisierung	18.04.2024 14:12:57								
	Sync	Programmiert								
	Batteriestatus	Ok								
	PINS									^
	^ 1 Pin Name	Students	PIN	****	0	Sync	Berechtigt	×	Status	Programmiert
	∧ 2 Pin Name	Professors	PIN	****	0	Sync	Berechtigt	×	Status	Programmiert
										Hinzufügen
										~
						< Zurück	: Weit	er >	Fertigstelle	n Abbrechen

→ The "PinCode - Details" window will open.

2. Select the required PIN length from the \checkmark Pin length drop-down menu.



└→ Your AXM Lite will alert you to the upcoming workload.

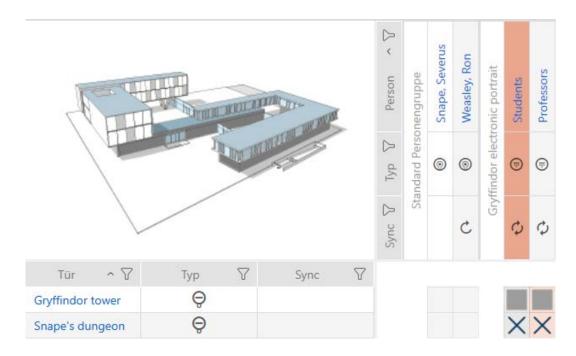


- 3. Click on the OK button.
 - → All PINs are red and must be reassigned.

4. Reassigning the PINs.

PinCode – Detail Bitte geben Sie die Eigenschaften						Hog	gwarts	~	Ç Synchronisiere	n In Matrix anzeigen
1 Details	PINCODE - DETAILS									
2 Hashtags	Seriennummer	0873CDF								
	Тур	AX PinCode								~
3 Aktionen	Firmware Version	1.1.1048								
	Name	Gryffindor electronic portra	it							
	Schließung	Snape's dungeon								~
	Pinlänge	6 ¥								
	Letzte Synchronisierung	18.04.2024 14:12:57								
	Sync	Programmiert								
	Batteriestatus	Ok								
	PINS									
	^ 1 Pin Name	Students	PIN	*****	o	Sync	Berechtigt	×	Status	Programmiert
					_					
	^ 2 Pin Name	Professors	PIN	*****	Θ	Sync	Berechtigt	×	Status	Programmiert
										Hinzufügen
										~
						< Zurück	Weite	er >	Fertigstelle	en Abbrechen

- 5. Click the Finish button.
 - └→ "PinCode Details" window closes.
- → The PIN length and PINs have been changed and the resulting programming requirement is displayed in the matrix.



15.18 Changing a PIN (PinCode AX)



NOTE

Description only valid for PIN code keypad AX

The setting described here is only available for the PIN code keypad AX in yourAXM Lite. On the PIN code keypad 3068, you can use the Master PIN to change this setting directly on the PIN code keypad 3068.

- ✓ AXM Lite open.
- Matrix screen open.
- ✓ PIN code keypad AX created (see *Creating PIN code keypads* [▶ 83]).
- 1. Click on any PIN to open details on your PIN code keypad AX.
 - → The "PinCode Details" window will open.

PinCode – Detail Bitte geben Sie die Eigenschaften						Hog	gwarts		Ç Synchronisierer	In Matrix anzeigen
1 Details	PINCODE - DETAILS									
2 Hashtags	Seriennummer	0873CDF								
3 Aktionen	Тур	AX PinCode								~
Aktonen	Firmware Version	1.1.1048								
	Name	Gryffindor electronic portra	it							
	Schließung	Snape's dungeon								~
	Pinlänge	4 ~								
	Letzte Synchronisierung	18.04.2024 14:12:57								
	Sync	Programmiert								
	Batteriestatus	Ok								
	PINS									
	^ 1 Pin Name	Students	PIN	****	o	Sync	Berechtigt	×	Status	Programmiert
	A 2 Pin Name	Professors	PIN	****	Θ	Sync	Berechtigt	×	Status	Programmiert
										Hinzufügen
						< Zurück	: Weite	er >	Fertigstelle	n Abbrechen

2. Enter the new PIN in the appropriate *Pin name* field.

PinCode – Detail Bitte geben Sie die Eigenschaften			Hogwarts ~	Synchronisieren In Matrix anzeigen
1 Details	PINCODE - DETAILS			
2 Hashtags	Seriennummer	0873CDF		
	Тур	AX PinCode		~
3 Aktionen	Firmware Version	1.1.1048		
	Name	Gryffindor electronic portrait		
	Schließung	Snape's dungeon		~
	Pinlänge			
	Letzte Synchronisierung			
		Programmiert		
	Batteriestatus	Ok		
	PINS			
			_	^
	∧ 1 Pin Name	Students PIN **** • Syr	nc Berechtigt 🔀	Status Programmiert
	^ 2 Pin Name	Professors PIN Syr	nc Berechtigt 🗙	Status Programmiert
				Hinzufügen
			< Zurück Weiter >	Fertigstellen Abbrechen

- 3. Click on the Finish button.
- → PIN has been changed and the resulting programming requirement is displayed in the matrix.



16. Doors and locking devices

Any changes you make to the locking system will only take effect when synchronised (see *Synchronising the locking device (including reading access list)* [+ 291]).

16.1 Creating a locking device

Depending on the type of locking device, locking devices can be:

- Engaged to open with an identification medium. The user can then open the door with the locking device (cylinder, SmartHandle).
- An identification medium can be used to unlock the device, i.e. the dead bolt retracts without user intervention. The user can then open the door (SmartLocker).
- Activated with an identification medium. The switch contact can then open a door (SmartRelay).

See *"Engaging", "opening", "locking", etc. [> 362]* for more information on this topic.

In line with best practice requirements (see *Best practice: setting up the locking system [> 29]*), SimonsVoss recommends that you first plan things out in preparation:

- Access levels [> 261] (see Access levels [> 378] for background information)
- Creating a schedule [> 45] or Create time group [> 49] (see Time groups and schedules [> 366] for background information)
- Creating a time switchover [> 58] (see Time switchovers [> 370] for background information)
- Creating a location [> 69] or Creating a building and assigning it to a location [> 72] (see Buildings and locations [> 379] for background information)
- Creating a hashtag [> 74] (see Hashtags [> 380] for background information)

NOTE

Hidden settings

As soon as you have created the locking device and clicked on the Fertigstellen button, AXM Lite knows your locking device type. It will then hide all non-relevant settings.

- ✓ AXM Lite open.
- 1. Click on the New lock button \bigcirc
 - → The window for creating a new locking device will open.

Schließung – Det Bitte geben Sie hier die Eigenscha	tails aften der neuen Schließur	g ein.					
1 Details 0	SCHLIEBUNGSDETAIL	5					
2 Konfiguration	Schließungstyp	Ø Schließzylinder					~
3 Berechtigungsgruppen	Türname						
4 Hashtags							
	✓ GEBÄUDEDETAILS				I.		
	Raumnummer						
	Etage						
	Standort		~				
	Gebäude		~				
			Weiteres Objekt	erstellen < Zurück	Weiter >	Fertigstellen	Abbrechen

2. Select which locking devices you wish to create from the ▼ Lock type drop-down menu.

SCHLIEBUNGSDETAILS	S	
Schließungstyp	Ô	Schließzylinder ^
Türname	Ô	Schließzylinder
	F	SmartHandle
	٥	SmartLocker
✓ GEBÄUDEDETAILS Raumnummer	Ξ	SmartRelais
-		
Etage		
Standort		~
Gebäude		~

- 3. Enter the name of the door where your locking device will be installed in the *Door name* field.
- 4. If necessary, enter the number of the room where your locking device will be installed in the *Room number* field.
- 5. If necessary, enter the floor on which your locking device will be installed in the *Floor* field.

6. Select the location where your locking device will be installed from the ▼ Location drop-down menu.

GEBÄUDEDETAILS	
Raumnummer	
Etage	Das Feld ist erforderlich
Standort	^
Gebäude	Standort (Standard) Unterföhring

- Selection in the ▼ Building drop-down menu is limited to the buildings in the selected location.
- 7. Select the building where your locking device is installed from the ▼ Buildingdrop-down menu.

GEBÄUDEDETAILS		
Raumnummer		
Etage		
Standort	Unterföhrin Das Feld ist erforderlich	
Gebäude	^	
	Feringastraße 4	

8. If you wish to use time functions: Expand the "Time functions" menu and make the settings (see *Limiting authorisations for locking devices to specific times (schedule)* [+ 220] and *Engaging and disengaging locking devices automatically with time switchover* [+ 222] for details).

1.1	70	TELL	NIZT		JEN
~		IFU		IUI	NEIN

Zeitplan	~	+ Neu
Zeitumschaltung	~	+ Neu
Feiertagsliste	~	+ Neu



NOTE

Public holiday lists in locking device and locations

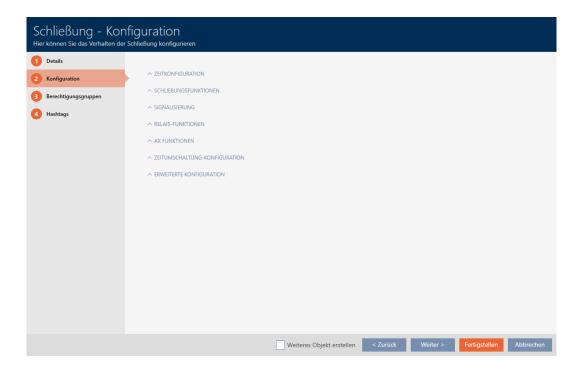
You can assign public holiday lists to both a locking device and the locking device's location. In this case, the public holiday list is used in the locking device and the public holiday list in the location is ignored.

If a public holiday list is assigned to the location instead of the locking device, the public holiday list for the location is applied to the locking device. The suffix "(inherited)" in the locking device window indicates that this is the case.

9. Click on the Configuration tab.



→ Window switches to the "Configuration" tab.



10. If you want to log access attempts, expand the "Time configuration" menu and configure the settings (see *Have accesses logged by locking device (access list)* [▶ 228]).

✓ ZEITKONFIGURATION

Zugangsprotokollierung

Unberechtigte Zutrittsversuche protokollieren

If you want to change the opening time or use the close range mode, expand the "Lock functions" menu and configure the settings (see *Leaving the locking device open for longer, less time or permanently* [▶ 229] and *Limit locking device read range (close range mode)* [▶ 231]).

✓ SCHLIEBUNGSFUNKTIONEN	
Öffnungsdauer (Sek.)	5
Daueröffnung	
Nahbereichsmodus (bei interner Antenne)	



Button control not adjustable

NOTE

Some locking cylinders are equipped with a button on the inside thumbturn (TS option). If your AXM Lite detects such a locking cylinder, the Button control checkbox is displayed. However, this cannot be adjusted, i.e. you cannot disable the buttons.

 If you want to change the battery warning signalling or programming acknowledgements, expand the "Feedback signals" menu and configure the settings (see *Muting a locking device (for battery warnings and programming)* [• 233]).



Akustische/optische Batteriewarnungen aktiv

Akustische Programmier-Quittungen aktiv

- 13. If you want to ignore the activation time window (see Activation date / expiry date), expand the "AX functions" menu and configure the settings (see *Ignoring activation and expiry date of identification media* [> 234]).
- 14. If you want to use the internal and external antenna together in a SmartRelay, expand the "Relay functions" menu and configure the settings (see *Using internal and external antenna simultaneously* [▶ 243]).

✓ RELAIS-FUNKTIONEN

Interne Antenne bei Anschluss einer externen Antenne deaktivieren

15. If you want to engage and disengage your locking device automatically, expand the "Time switching - Configuration" menu and configure the settings (see *Engaging and disengaging locking devices automatically*

with time switchover [> 222]).

The setting defined here applies only to this one locking device, not to the entire locking system.

✓ ZEITUMSCHALTUNG-KONFIGURATION	
O Manuelles Auskuppeln	Automatisches Auskuppeln
Manuelles Einkuppeln	Automatisches Einkuppeln
🔵 Transponder aktiv: immer	 Transponder aktiv: nur, wenn ausgekuppelt

16. If you want to use a freely rotating Digital Cylinder AX, expand the "Other" menu and select the **I** Both sides free spinning checkbox.

NOTE		
	Freidrehend	
✓ ANDERE		

Both sides free spinning can only be selected for unprogrammed Digital Cylinder AX

Digital Cylinder AX which have already been configured cannot be reconfigured as freely rotating Digital Cylinder AX at a later stage.

- 1. Duplicate the Digital Cylinder AX to get an unprogrammed copy with the same settings.
- 2. Select the checkbox in the 🔽 Both sides free spinning section.
- 3. Reset the previous Digital Cylinder AX and synchronise the freely rotating copy.
- 4. Then delete the previous Digital Cylinder AX.
 - AXM Lite creates a second Digital Cylinder AX and automatically selects the Close range mode checkbox for both. Both locking devices are independent of each other and must be synchronised separately.

Schließung	ı - Konfiguratio	n	
angelegt: Eine für den Innenkna	Schließzylinder(FD) werden zw uf und eine andere für den Auf üssen separat konfiguriert und	Benknauf.	j
			ОК
"TÜR OFFEN	" EINSTELLUNGEN		
Abtastir	tervall für die DM Sensoren (Sek.)	aus	~
"Tür zu	lange offen" Event nach (Min.)	aus	<u> </u>
SCHLOSSRIE	GEL		
-	eit des Schlosses	aus	~
"Tür sich	ner verriegelt" Position des Riegels	aus	~
PROTOKOLLI	ERUNG IN DER ZUTRITTSLISTE		
	ir offen" Ereignisse		
Sch	nlossriegel-Ereignisse		
WEITERLEITU	JNG IM NETZWERK		
"Tü	ir offen" Ereignisse		
Sch	nlossriegel-Ereignisse		
Protok	collierung / Weiterleitung der Alarme ir	n Netzwerk	
110104	concruing / menenentung der Aldriffe II	IIII IIIIIII	

17. If you want to change the signalling on a SmartRelay or use the serial interface, expand the "Extended configuration" menu and configure the settings (see *Changing the SmartRelay settings* [▶ 242]).

nnittstelle ausgeben	
keine	~
Externer Piepser	

18. Click on the Access levels tab.



└→ Window switches to the "Access levels" tab.

Schließung – Ber Hier können Sie die Schließung zu	echtigungsc u Berechtigungsgruppen	Iruppen hinzufügen						
1 Details	AUSGEWÄHLT (0)				NICHT AUSGEWÄHLT	(4)		
2 Konfiguration	Name	~ 7	Beschreibung	∇	Name	~ 7	Beschreibung	\bigtriangledown
3 Berechtigungsgruppen					Gryffindor			
4 Hashtags					Hufflepuff Ravenclaw			
-					Slytherin			
				<				
				«	<			
					_			
				>				
				»				
						Neue Berechti	gungsgruppe	
				Weiteres Objekt erste	illen < Zurück	Weiter >	Fertigstellen	Abbrechen

- 19. Use ∇ to sort/filter the displayed entries if required (see *Sorting and filtering* [+ 37]).
- 20.Select all access levels to which you wish to assign your locking device (Ctrl+click for individual groups or Shift+click for multiple groups).



NOTE

Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

- 21. Use 🔀 to move the selected access levels only or 🔣 to move all displayed access levels.
 - → Your locking device is added to the access levels in the left-hand column.

Schließung – Bere Hier können Sie die Schließung zu	echtigungsgrup Berechtigungsgruppen hinzufi	IPEN Igen						
1 Details	AUSGEWÄHLT (1)				NICHT AUSGEWÄHLT (3)			
2 Konfiguration	Name	^ ♡ Beschrei	ibung 🏹		Name	~ 7	Beschreibung	\bigtriangledown
3 Berechtigungsgruppen	Gryffindor				Hufflepuff			
4 Hashtags					Ravenclaw			
-					Slytherin			
				<				
				«				
					1			
				>				
				»				
					Ne	eue Berecht	gungsgruppe	
			Weiteres Objek	t ersteller	< Zurück	Weiter >	Fertigstellen	Abbrechen
22. Click on the	e 🛑 Hashta	igs tab).					

Hashtags

└→ Window switches to the "Hashtags" tab.

Schließung – Has Hier können Sie Hashtags zu der S	Shtags Schließung hinzufügen						
1 Details	AUSGEWÄHLT (0)			NICHT AUSGEWÄHLT (3)		
2 Konfiguration	Name	^ ∑ Beschreibung	V	Name	~ 7	Beschreibung	\bigtriangledown
3 Berechtigungsgruppen				Glastür			
4 Hashtags				Rohrrahmentür Rothaarige			
				Koulaange			
			<				
			*				
			>				
			»				
				-			
					Neuer H	lashtag	
		Weit	eres Objekt erstelle	n < Zurück	Weiter >	Fertigstellen	Abbrechen

- 23. Use ∇ to sort/filter the displayed entries if required (see *Sorting and filtering* [\bullet 37]).
- 24. Select all hashtags that you wish to assign to your locking device (Ctrl+click for individual hashtags or Shift+click for multiple hashtags).



NOTE

Double-clicking as an alternative to arrow keys

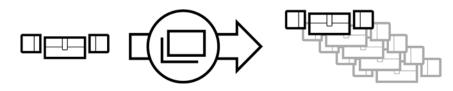
Double-clicking an entry in the list will also move this entry to the other column.

- 25. Use 🚺 to move only the selected hashtags or 🔣 to move all the hashtags displayed.
 - → The hashtags in the left-hand column are added to your locking device.

Schließung – Hasl Hier können Sie Hashtags zu der So	htags chließung hinzufügen								
1 Details	AUSGEWÄHLT (1)				N	IICHT AUSGEWÄHLT (2))		
2 Konfiguration	Name	$^{\gamma}$	Beschreibung	∇		Name	~ 7	Beschreibung	V
3 Berechtigungsgruppen	Glastür					Rohrrahmentür			
4 Hashtags	•				F	Rothaarige			
					<				
				 	«				
					>				
				>	»				
							Neuer H	ashtag	
			Weitere	s Objekt erste	ellen	< Zurück	Weiter >	Fertigstellen	Abbrechen

- 26.Select the 🔽 Create additional objects checkbox to leave the window with the same settings open for the next locking device to be created.
- 27. Click the Finish button to create the locking device.
 - → The window for creating a new locking device closes.
- → Newly created locking device is listed or displayed in the matrix.

16.2 Duplicating the locking device (including authorisations and settings)



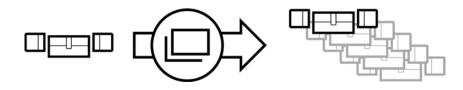
You can simply duplicate an existing locking device instead of creating a completely new one. During this process, AXM Lite also applies the properties, which can be changed in the AXM Lite.

The following settings are duplicated:

- Building details
- Door details (except door numbering, which is automatically continued with the adjustable abbreviation; also see *Changing automatic numbering* [+ 332])
- Time functions
- Configuration
- Access levels
- Hashtags

The following settings are not duplicated:

- Entries in the [Actions] tab
- Information that is stored on the hardware and imported during synchronisation:
 - Serial number
 - Firmware version
 - Battery status feedback
 - Access list
 - Assigned PIN code keypad
- ✓ AXM Lite open.
- Locking device available.
- 1. Select the locking device to be duplicated.

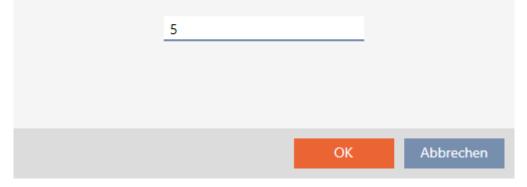


2. Click on the Duplicate button □.
→ The window for specifying copies will open.

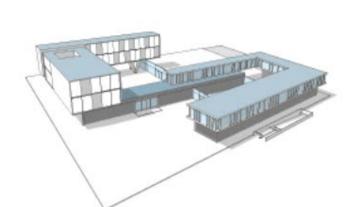
Schließungen duplizieren

Hier können Sie die Anzahl der Kopien eingeben

Wie viele Kopien der ausgewählten Schließung sollen erstellt werden?



- 3. Click on the OK button.
- └→ Locking device is duplicated.





Tür 🍸	Тур 🏹			
Gryffindor dormitory	Q		×	٠×
Hufflepuff dormitory	Ô			
Gryffindor dormitory_0001	Q		×	٠×
Gryffindor dormitory_0002	Ô		×	٠×
Gryffindor dormitory_0003	Ô		×	٠×
Gryffindor dormitory_0004	Ô	*	×	٠×
Gryffindor dormitory_0005	Ô		*×	٠×

16.3 Delete locking device

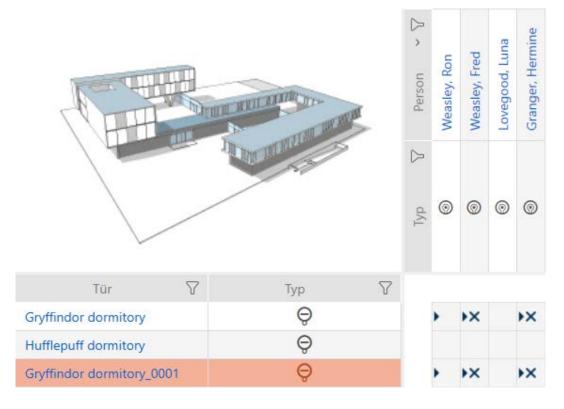
There are two ways to delete locking devices:

- 1. Delete on the matrix screen (*Deleting an individual locking device using the matrix* [▶ 194])
- 2. Delete using the tab for locking devices (*Deleting several locking devices using the tab* [+ 195])

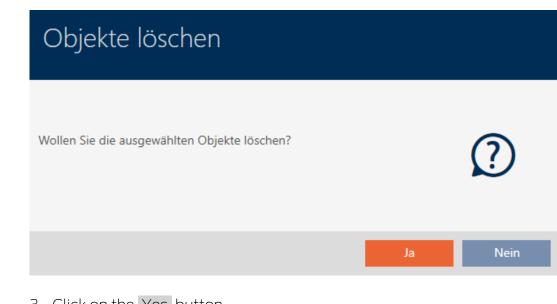
You can also delete several locking devices at the same time in this tab.

16.3.1 Deleting an individual locking device using the matrix

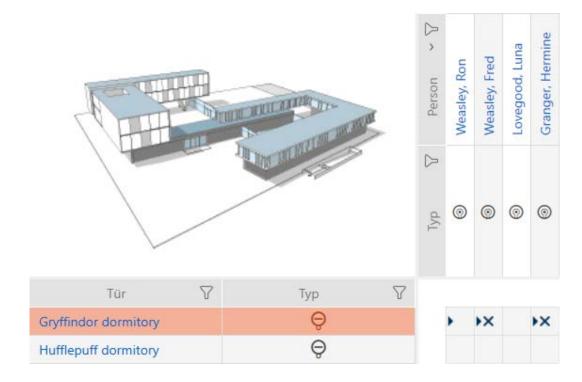
- ✓ AXM Lite open.
- ✓ Matrix screen open.
- 1. Select the locking device that you wish to delete.



- 2. Click on the Delete 🗍 button.
 - → Deletion query will open.



- 3. Click on the Yes button.→ Deletion query closes.
- └→ Locking device has been deleted.



16.3.2 Deleting several locking devices using the tab

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - → AXM bar opens.

AXM Lite 🔒 🕲	The second second second		Second Second	All and the second s	
DVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP	
Dashboard	🧬 Matrix View	Cocations	Locking Systems	About AX Manager	
Protocol	Ø Doors	 Buildings 	Change User Password	SimonsVoss Online Support	
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates	
Close Project	PinCode Keyboards		Programming devices	Feedback	
Close AX Manager	C Access Levels			Download error logs	
	🧭 Time Plan Management				

2. Select the Locks entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Zeitplansteuerung
 - \mapsto The AXM bar will close.
 - \mapsto The [Locks] tab will open.

Matrixansicht	t × Türen ×																
Neu Losd		Duplizieren	Batt	D	T Export	Anzei	R gefilter i	Guthen									
Tür	~ 🕅	Raumnummer	7	Etage	7	Тур	∇	Sync	∇	Status	∇	Letzte Synchronisierung	V	S/N	∇	Schließungs ID	8
Gryffindo	or dormitory					Ø						01.06.2021 14:52:21		000E04G	х	10000	
Gryffindo	or dormitory_0001					Ģ		С								ohne Programmier	ing
Gryffindo	or dermitory_0002					ø		C								ohne Programmien	ing
Gryffindo	or dormitory_0003					Q		C								ohne Programmien	Ing
Gryffindo	or dormitory_0004					Q		C								ohne Programmien	ing
Gryffindd	or dormitory_0005					e	3	¢								ohne Programmien	ing
Hufflepu	ff dormitory					Θ	8					01.06.2021 18:21:58		0084GEA	D	10001	

- 4. Select all locking devices that you wish to delete (Ctrl+click for single media or Shift+click for multiple media).

Matrixansicht ×	Türen ×																
Reu Löschen	In Matrix anzeigen	Duplizieren	C) Batteriew		T Expo	int And	K	Idschen									
Tür	~ 🎖	Raumnummer	V	Etage	V	Тур	V	Sync	8	Status	∇	Letzte Synchronisierung	V	S/N	∇	Schließungs ID	
Gryffindor d	formitory					Ģ						18.05.2021 17:13:31		0083TP	RU .	10000	
Gryffindor d	formitory_0001					Ģ		C								ohne Programmie	rur
Gryffindor o	formitory_0002					Q		С								ohne Programmie	nur
Gryffindor d	formitory_0003					Ø		C								ohne Programmie	rur
Gryffindor d	formitory_0004					Ģ		C								ohne Programmie	rur
Gryffindor d	formitory_0005					Q		C								ohne Programmie	rur
Hufflepuff d	formitory					Q		Ċ								ohne Programmie	rur

- 5. Click on the Delete 🗂 button.
 - → Query with list of locking devices to be deleted will open.

Objekte löschen	
Wollen Sie die ausgewählten Objekte löschen?	?
Objekte die gelöscht werden	
Gryffindor dormitory_0005	^
Gryffindor dormitory_0004	
Gryffindor dormitory_0003	
Gryffindor dormitory_0002	
Gryffindor dormitory 0001	~
Ja	Nein

- 6. Click on the Yes button.
 - → Query with list of locking devices to be deleted closes.
- └→ Locking devices have been deleted.

Mat	trixansi	icht \times	Türen ×																	
E	a tu La	1 Schen	In Matrix anze	igen	Duplizieren 8	D Batteriewe	schael	Ť Expo	et And	- K eigel/ter	löschen									
	Tür			- 7	Raumnummer	V	Etage	∇	Тур	V	Sync	V	Status	∇	Letzte Synchronisierung	∇	S/N	∇	Schließungs ID	∇
>	Gryffir	ndor dor	mitory						Ø						18.05.2021 17:13:31		0083TP	RU	10000	
	Huffle	puff dor	mitory						Ø		C								ohne Programmie	erung

16.4 Changing locking device type at later stage

It sometimes becomes evident at a later stage that a different locking device type is more suitable for a particular place of use. It is possible that a cylinder should be replaced with a SmartHandle for convenience reasons, for example.

AXM Lite gives you the option of selecting a different locking device type at a later stage. The locking device remains in the database, including, most importantly, all authorisations and compatible settings.

- Settings that are provided for both the original and the new locking device type remain unchanged.
- Settings from the original locking device type that do not exist for the new locking device type expire.
- Settings that only exist for the new locking device type but not for the original locking device type are set to a default value.

	Original locking device type	New locking device type	Result
Setting A (e.g. <i>Open time</i> <i>(sec)</i>)	Adjustable	Adjustable	Is applied
Setting B (e.g. ▼ Invert SR signal)	Adjustable	Not adjustable	Expires
Setting C	Not adjustable	Adjustable	Set to default value

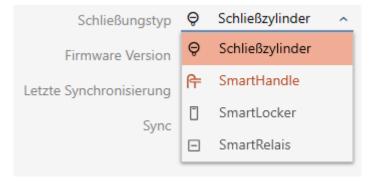
Tür	∇	Тур	\bigtriangledown	Sync	\mathbb{V}
Gryffindor dormi	tory	Ô			
Hufflepuff dormit	tory	Ô		C	
Stadium illuminat	tion	-		C	
Gryffindor main r	oom	Ô		C	

The locking device type can only be changed for non-synchronised locking devices.

- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- ✓ Locking device available.
- ✓ Locking device not synchronised (if necessary reset, see *Re-setting the locking device* [▶ 300]).
- 1. Click on the locking device whose type you wish to change.
 - → The locking device window will open.

	nließung – Det cönnen Sie Details der Schlie		In Matrix anzeigen
1 0	Details	SCHLIEBUNGSDETAILS	
2 K	Configuration	Seriennummer n/a	
3 A	Ausstattung	Schließungstyp Or Schließzylinder	~
4 z	Zustand	Letzte Synchronisierung	
5 A	Aktionen	Sync Erstprogrammierung	
6 в	Berechtigungsgruppen		
7 н	Hashtags	TÜRDETAILS	
<u>в</u>	Berechtigte Transponder	Name Gryffindor main room	
		Tür-Code DC-00022	
		Beschreibung	
		✓ GEBÄUDEDETAILS ✓ ZEITFUNKTIONEN	
		Raumnummer Zeitplan	→ +Neu
		Etage Zeitumschaltung	~ +Neu
		Standort Hogwarts Yeiertagsliste Vizardry calendar (vererbt	→ +Neu
		Gebäude Gryffindor tower Y	
		< Zurück Weiter > Fertigstelle	Abbrechen

2. Select the new locking device type from the ▼ Lock type drop-down menu.



→ Warning about the configuration change will open.

Information	
Sie haben den Schließungstyp geändert. Dies kann zu Konfigurationsänderungen führen. Bitte überprüfen Sie die Schließungskonfiguration	j
	ОК
 Click on the OK button. → Warning about configuration change closes. Click on the Configuration tab. 	
Konfiguration	
 Window switches to the "Configuration" tab. 5. Check and change the configuration if necessary. 6. Click on the Finish button. The locking device window closes. Locking device type has been changed. 	

16.5 Handling defective locking devices

Defective locking devices cause problems. Reasons for failure may include:

- Software defects
- Hardware defects

As a basic rule, all actions can be performed using the wizard section on the right-hand side:

Matrixansicht ×											
Reue Schließung Neu	Q uer Transponder D	uplizieren Löschen		xxx zulass	en		ijja sperre	n	~	⊙ A 	SSISTENTEN Neue Schließung
			Sync T Typ T Person ~ T	 Weasley, Ron 	 Weasley, Percy 	Weasley, Fred	C O Lovegood, Luna	C	~	x 9 9 9 9 9 9 9	Schließung defekt / austauschen Neuer Transponder Transponder defekt / austauschen Transponder zurückgegeben Transponder vergessen Transponder verloren Transponder sperren / entsperren
Tür 🍸	Typ 🖓	Sync 🖓							~		
Gryffindor dormit	Ô			×	×	X		•			
Hufflepuff dormit	Ģ						×				
	-	C		×		×					

AXM Lite provides you with a wizard to repair defective locking devices.

The following overview will help you decide on the right course of action (information about the relationship between the locking device and the locking device ID stored internally in the project (= lock ID or LID): *Identification media, locking devices and the locking plan* [\bullet 360]

Locking device is required again immediately:

Suitable for:

Repair	Resetting and replacing	Delete and replace
Locking devices with an un- defined software status	 Locking devices with external damage (e.g. scratched). Locking devices that should be replaced as a precaution (e.g. if they get wet). 	Locking devices permanently damaged (e.g. thumb-turn broken off) which require re- placement.

Example situation:

Repair	Resetting and replacing	Delete and replace	
		Bed pushed against thumb- turn, thumb-turn broken off	

Repair	Resetting and replacing	Delete and replace
Re-synchronise (repair) [▶ 203] 1. Reset (= LID available in database again)	 Resetting and replacing <i>Resetting and replacing</i> <i>205</i> Reset (= LID flagged as defective in database and removed from original locking device) Synchronise replacement locking device with new LID The LID is no longer contained 	 Delete and replace Delete and replace [▶ 210] 1. Synchronise replacement locking device with new LID 2. Delete defective locking device It is obviously no longer pos-
 2. Resynchronise (= LID is immediately written back onto the same locking device) The locking device works the same as before after repair. 	in the locking device due to the reset. The locking device can therefore no longer be used. However, it can be re-syn- chronised. A new LID is written onto the locking device during resynchronisation. The previous locking device re- mains in the database with its LID and is flagged as defective.	sible to reset a permanently damaged locking device. It is thus replaced by a replace- ment locking device with a new LID. The faulty locking device's LID can be used for another locking device in the future.

Locking device is not required again immediately:

Suitable for:

Reset	Purge (software reset)
 Locking devices with external damage (e.g. scratched). 	Locking devices with an undefined software
 Locking devices that should be replaced as a precaution (e.g. if they get wet). 	status

Example situation:

Reset	Purge (software reset)
Bed pressed against thumb-turn, thumb-turn bent. Door must be repaired, therefore no im- mediate need for a locking cylinder.	Aborted programming

Procedure:

Reset	Purge (software reset)
	Purge (only reset in database/software reset) [• 216]
	The clean-up only affects the database in your AXM Lite. The actual locking device remains unaffected by this reset. Basically, you reset the locking device in the database without ac- tually resetting the locking device itself.
<i>Reset [> 214]</i> Resetting removes the LID from the locking device.	The LID is separated from the LID for the lock- ing device previously used during the clean-up in the database (in current state).
You can synchronise another locking device with this entry later, which will receive the same LID.	After cleaning up an entry, you can synchronise any locking device again with this entry at a later stage and it will receive the same LID. After the software reset, your AXM Lite is no longer aware that the LID has already been as- signed. For this reason, make sure that you re- set the locking device previously used for this entry (see <i>Re-setting the locking device</i> [→ 300]). This deletes the LID from the old locking device and prevents the same LID from being in circulation twice.



NOTE

AX components: SmartCD.MP or SmartStick AX for initial synchronisation

A great deal of data is transferred during initial synchronisation of AX components. The carrier frequency and, consequently, the transmission speed is significantly higher with the SmartCD.MP or SmartStick AX.

It is especially important to use a SmartCD.MP or a SmartStick AX for initial synchronisation of AX components.

16.5.1 Re-synchronise (repair)

- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- ✓ Locking device present.
- ✓ Suitable programming device connected.
- Use

 to sort/filter the displayed entries if required (see Sorting and filtering [▶ 37]).
- 2. Select the faulty locking device.

- 3. Click the \bigoplus Replace lock button in the "Wizards" section.
 - → Wizard for dealing with a faulty locking device will open.

Schließung defekt / austauschen	
Schließung Gryffindor dormitory (0083TPRU) ~ Programmiergerät Image: SmartCD aktiv ~	
AXTON WÄHLEN Schließung instand setzen Die bestehende Schließung wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird. Schließung austauschen Die bestehende Schließung wird gegen eine andere Komponente ausgetauscht. Halten Sie eine passende nicht programmierte Ersatzschließung bereit. Schließung zurücksetzen / bereinigen Die Schließung wird zurückgesetzt oder bereinigt, damit an dieser Stelle eine andere Schließung programmiert werden kann.	
Weiter Schließen	

- 4. Select the \odot Repair lock option.
- 5. Click on the Next button.
 - \mapsto Locking device is being resynchronised.

Schließung defekt / austauschen	
Schließung Gryffindor dormitory (0083TPRU) Programmiergerät Image: SmartCD aktiv (beschäftigt)	×
SCHLIEBUNG INSTAND SETZEN	
Programmierung wird gestartet Abbrechen	Verbindung aufgebaut Bitte halten Sie die Schließung in die Nähe des SmartCD's (ca. 5-20 cm) bis die Programmierung abgeschlossen ist
	Weiter Schließen

 \mapsto Locking device is resynchronised.

SCHLIEBUNG INSTAND SETZEN

Schließung erfolgreich instand gesetzt.

16.5.2 Resetting and replacing

- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- ✓ Locking device present.
- ✓ Suitable replacement locking device available.
- ✓ Suitable programming device connected.
- 2. Select the faulty locking device.
- 3. Click the 🔂 Replace lock button in the "Wizards" section.
 - → Wizard for dealing with a faulty locking device will open.

Schließung defekt / austauschen	
Schließung _ Gryffindor dormitory (0083TPRU)	×
Programmiergerät 🖉 SmartCD aktiv	~
AKTION WÄHLEN	
Schließung instand setzen	
Die bestehende Schließung wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird.	
Schließung austauschen	
Die bestehende Schließung wird gegen eine andere Komponente ausgetauscht. Halten Sie eine passende nicht programmierte Ersatzschließung bereit.	
Schließung zurücksetzen / bereinigen	
Die Schließung wird zurückgesetzt oder bereinigt, damit an dieser Stelle eine andere Schließung programmiert werden kann.	
Weiter	Schließen

- 4. Select the Replace lock option.
- 5. Click on the Next button.
 - └→ Reset query will open.

Schließung defekt / austauschen	
Schließung zurücksetzen?	?
Ja	Nein

- 6. Click on the Yes button.
 - \mapsto Reset query will close.
 - \mapsto The locking device is reset.
 - → Confirmation dialogue for creating a replacement locking device will open.

Schließu	ng austauschen
Möchten Sie eine	Ersatzschließung erstellen?
	Ja" betätigen, wird eine Kopie der vorhandenen Schließung erstellt und ammieren einer Ersatzschließung verwendet
	Nein" betätigen, wird der vorhandene Schließungsdatensatz zum eren einer Ersatzschließung verwendet
Name der Kopie	Gryffindor dormitory_1
	Ja Nein

- 7. If necessary, change the entry in the *Copy name* field.
- 8. Click on the Yes button.
 - → Confirmation dialogue for creating a replacement locking device closes.
 - → Replacement locking device is already visible in the matrix in the background.

Tür 🛛 🕅		Sync 🛛
Gryffindor dormitory	Ģ	
Hufflepuff dormitory	Q	C
Stadium illumination	-	Ċ
Gryffindor dormitory_1		C

→ Wizard prepares synchronisation for the replacement locking device.

Schließung defekt / austauschen	
Schließung _Gryffindor dormitory_1	~
Programmiergerät 🗧 SmartCD aktiv	~
SCHLIEBUNG AUSTAUSCHEN	
Legen Sie die Ersatzschließung vor das Programmiergerät und klicken Sie auf die "Weiter" Taste.	
Weiter	Schließen

- 9. Click on the Next button.
 - → Replacement locking device is being synchronised.

Schließung defekt / austauschen	
Schließung Gryffindor dormitory_1 Programmiergerät Ø SmartCD aktiv (beschäftigt)	~ ~
SCHLIEBUNG AUSTAUSCHEN	
Drogrammierung Erkennung der Schließung läuft Abbrechen	Verbindung aufgebaut Itte halten Sie die Schließung in die Nähe des SmartCD's (ca. 5-20 cm) bis die Programmierung abgeschlossen ist
	Weiter Schließen

└→ Replacement locking device is synchronised.

SCHLIEBUNG AUSTAUSCHEN

Die Aktion wurde erfolgreich durchgeführt

 \mapsto Replacement locking device is displayed in the matrix.

Tür 🏹	Тур 🍸	Sync 🛛 🍸
Gryffindor dormitory	Ģ	
Hufflepuff dormitory	Ģ	C
Stadium illumination	Ξ	C
Gryffindor dormitory_1	Ô	

16.5.3 Delete and replace

- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- ✓ Suitable replacement locking device available.
- ✓ Suitable programming device connected.
- 2. Select the faulty locking device.
- 3. Click the \square Replace lock button in the "Wizards" section.
 - → Wizard for dealing with a faulty locking device will open.

Schließung defekt / austauschen	
Schließung Gryffindor dormitory (0083TPRU) ~ Programmiergerät Image: SmartCD aktiv ~	-
AKTION WÄHLEN Schließung instand setzen Die bestehende Schließung wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird. Schließung austauschen Die bestehende Schließung wird gegen eine andere Komponente ausgetauscht. Halten Sie eine passende nicht programmierte Ersatzschließung bereit. Schließung zurücksetzen / bereinigen Die Schließung wird zurückgesetzt oder bereinigt, damit an dieser Stelle eine andere Schließung programmiert werden kann.	
Weiter Schließen	

- 4. Select the
 Replace lock option.
- 5. Click on the Next button.
 - → Reset query will open.



- 6. Click on the No button.
 - → Reset query will close.
 - → Confirmation dialogue for creating a replacement locking device will open.

Schließur	ng austauschen
Möchten Sie eine I	Ersatzschließung erstellen?
	a" betätigen, wird eine Kopie der vorhandenen Schließung erstellt und mmieren einer Ersatzschließung verwendet
	Nein" betätigen, wird der vorhandene Schließungsdatensatz zum eren einer Ersatzschließung verwendet
Name der Kopie	Gryffindor dormitory_1
	Ja Nein

- 7. If necessary, change the entry in the *Copy name* field.
- 8. Click on the Yes button.
 - → Confirmation dialogue for creating a replacement locking device closes.

- ➡ Replacement locking device is already visible in the matrix in the background.
- → Wizard prepares synchronisation for the replacement locking device.

Schließung defekt / austauschen		
Schließung Gryffindor dormitory_1 Programmiergerät 🖉 SmartCD aktiv		~
SCHLIEBUNG AUSTAUSCHEN Legen Sie die Ersatzschließung vor das Programmiergerät und klicken Sie auf die "Weiter" Taste.		
	Weiter	Schließen

9. Click on the Next button.

→ Replacement locking device is being synchronised.

Schließung defekt / austauschen				
Schließung Gryffindor dormitory_1 Programmiergerät Ø SmartCD aktiv (beschäftigt)				~
SCHLIEBUNG AUSTAUSCHEN				
Drogrammierung Erkennung der Schließung läuft Abbrechen	"Рел. С.	SmartCD's (ca. 5-	e Schließung in di	
			Weiter	Schließen

→ Replacement locking device is synchronised.

SCHLIEBUNG AUSTAUSCHEN

Die Aktion wurde erfolgreich durchgeführt

- 10. Click on the Close button.
 - → Wizard for dealing with a faulty locking device closes.
- 11. Select the defective original locking device.

Tür ^ ▽	Тур	7	Sync	\bigtriangledown
	Castle			
Gryffindor tower	Ô			
	Standardbere	eich		
Gryffindor dormit	Ô		$\phi_{!}$	
Gryffindor dormit	Ô			
Main gate	Ô			
Quidditch field	Ô		Φ	
Snape's dungeon	Ô			

12. Click on the Delete button 🛅.

- \rightarrow Defective locking device is deleted from the locking plan.
- ► Replacement locking device is displayed in the matrix.

Tür ^ ♡	Тур	7	Sync	\bigtriangledown
	Castle			
Gryffindor tower	Ô			
	Standardbere	ich		
Gryffindor dormit	Ô			
Main gate	Ô			
Quidditch field	Ô		Φ	
Snape's dungeon	Ô			

16.5.4 Reset

- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- ✓ Locking device present.
- ✓ Suitable programming device connected.
- 2. Select the faulty locking device.
- 3. Click the 🔂 Replace lock button in the "Wizards" section.
 - → Wizard for dealing with a faulty locking device will open.

Schließung defekt / austauschen	
Schließung Gryffindor dormitory (0083TPRU)	~
Programmiergerät 🖉 SmartCD aktiv	~
AKTION WÄHLEN	
Schließung instand setzen	
Die bestehende Schließung wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird.	
Schließung austauschen	
Die bestehende Schließung wird gegen eine andere Komponente ausgetauscht. Halten Sie eine passende nicht programmierte Ersatzschließung bereit.	
Schließung zurücksetzen / bereinigen	
Die Schließung wird zurückgesetzt oder bereinigt, damit an dieser Stelle eine andere Schließung programmiert werden kann.	
Weiter	Schließen

- 4. Select the Reset/purge lock option.
- 5. Click on the Next button.
 - └→ Reset query will open.

Schließung defekt / austauschen	
Schließung zurücksetzen?	?
Ja	Nein

- 6. Click on the Yes button.
 - → Reset query will close.
 - \mapsto The locking device is reset.

Schließung defekt / austauschen	
Schließung Gryffindor dormitory (000E04GX) Programmiergerät Image: SmartCD aktiv (beschäftigt)	~
SCHLIEBUNG ZURÜCKSETZEN / BEREINIGEN	
Die Schließung wird zurückgesetzt	Verbindung aufgebaut Bitte halten Sie die Schließung in die Nähe des SmartCD's (ca. 5-20 cm) bis die Programmierung abgeschlossen ist
	Weiter Schließen

 \mapsto Locking device is reset.

SCHLIEBUNG ZURÜCKSETZEN / BEREINIGEN

Schließung erfolgreich zurückgesetzt

16.5.5 Purge (only reset in database/software reset)

- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- 2. Select the faulty locking device.
- 3. Click the 🔂 Replace lock button in the "Wizards" section.
 - → Wizard for dealing with a faulty locking device will open.

Schließung defekt / austauschen	
Schließung Gryffindor dormitory (0083TPRU) Programmiergerät	~
AKTION WÄHLEN Schließung instand setzen Die bestehende Schließung wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird.	
 Schließung austauschen Die bestehende Schließung wird gegen eine andere Komponente ausgetauscht. Halten Sie eine passende nicht programmierte Ersatzschließung bereit. 	
 Schließung zurücksetzen / bereinigen Die Schließung wird zurückgesetzt oder bereinigt, damit an dieser Stelle eine andere Schließung programmiert werden kann. 	
Weiter Schließ	en

- 4. Select the Reset/purge lock option.
- 5. Click on the Next button.
 - └→ Reset query will open.

Schließung defekt / austauschen	
Schließung zurücksetzen?	?
Ja	Nein

- 6. Click on the No button.
 - → Reset query will close.
 - → Query about purging will open.

Schließung defekt / austauschen	
Die Schließung trotzdem bereinigen? (Software Reset)	?
Ja	Nein

- 7. Click on the Yes button.
- → Locking device is reset in the database separately from the actual locking device.

SCHLIEBUNG ZURÜCKSETZEN / BEREINIGEN

Schließung erfolgreich bereinigt.

16.6 Assigning locking devices to buildings/locations

You must specify a location and a building the moment you create a locking device. Ideally, you should follow best practice (see *Best practice: setting up the locking system [29]*) and plan everything out in preparation before creating your locking devices (see *Organisational structure [44]*). This means that you only need to open windows once.

Obviously, you can also assign your locking devices to other buildings at a later date:

- ✓ AXM Lite open.
- ✓ At least one location created (see *Creating a location* [▶ 69]).
- ✓ At least one building created (see *Creating a building and assigning it to a location* [▶ 72]).
- 1. Click on the locking device you wish to assign to a location and a building.
 - \mapsto The locking device window will open.

	chließung – De r können Sie Details der Schli				Ç Synchronisieren	In Matrix anzeigen
0	Details	SCHLIEBUNGSDETAILS				
2	Konfiguration	Seriennummer	0083TPRU			
	Ausstattung	Schließungstyp	♀ Schließzylinder			~
		Bestellcode	SV-Z5.EU.CO.35-35.AM.G2.ZK			
4	Zustand	Firmware Version	1.1.541			
5	Aktionen	Letzte Synchronisierung	18.05.2021 17:13:31			
6	Berechtigungsgruppen	Sync	Programmiert			
7	Hashtags					
8	Zutrittsliste	TÜRDETAILS				
	Berechtigte Transponder	Name Gryffin	dor dormitory			
	bereeningte nanoponiaen	Tür-Code DC-000	001			
		Beschreibung				
		✓ GEBÄUDEDETAILS		~ ZEITFUNKTIONEN		
		Raumnummer		Zeitplan	~	+ Neu
		Etage		Zeitumschaltung 🗸 Zeitur	mschaltung 1 🛛 🗸	+ Neu
		Standort Stando	ort (Standard) ~	Feiertagsliste	~	+ Neu
		C-5 C-5	.d. /Chd			
				< Zurück Weite	er > Fertigstellen	Abbrechen

2. Open the "Building details" menu if necessary.

GEBÄUDEDETAILS		
Raumnummer		
Etage		
Standort	Standort (Standard)	~
Gebäude	Gebäude (Standard)	~

3. Select the location where your locking device will be used from the ▼ Locationdrop-down menu.

GEBÄUDEDETAILS	
Raumnummer	
Etage	
Standort	Standort (Standard)
Gebäude	Hogsmeade
	Hogwarts
	Standort (Standard)

- ➡ Building selection in the ▼ Building drop-down menu is restricted to the buildings at the selected location.
- Select the building where your locking device will be used from the ▼
 Building drop-down menu.
- 5. Click on the Finish button.
 - → The locking device window closes.
- └→ Locking device is assigned to another building/location.



NOTE

Public holiday lists in locking device and locations

You can assign public holiday lists to both a locking device and the locking device's location. In this case, the public holiday list is used in the locking device and the public holiday list in the location is ignored.

If a public holiday list is assigned to the location instead of the locking device, the public holiday list for the location is applied to the locking device. The suffix "(inherited)" in the locking device window indicates that this is the case.

16.7 Limiting authorisations for locking devices to specific times (schedule)

You can limit authorisations to specific days and times with a schedule for your locking device (see *Event management* [+ 366]).

In this chapter you will learn how to add individual locking devices to a schedule using the locking device window. Multiple locking devices can be added more quickly in the schedule itself: *Adding locking devices to the schedule [272]*.

- ✓ AXM Lite open.
- ✓ Locking device created (see *Creating a locking device* [▶ 182]).
- ✓ Locking device equipped with .ZK option.
- ✓ Schedule created (see *Creating a schedule* [▶ 45]).
- 1. Click on the locking device you wish to add.
 - \mapsto The locking device window will open.

Schließung – Det Hier können Sie Details der Schlie		Synchronisieren	In Matrix anzeigen
1 Details	SCHLIEBUNGSDETAILS		
 2 Konfiguration 3 Ausstattung 2 Zustand 5 Aktionen 6 Berechtigungsgruppen 7 Hashtags 3 Zutrittsliste 9 Berechtigte Transponder 	Seriennummer n/a Schließungstyp Schließzylinder Firmware Version Letzte Synchronisierung 29.04.2021 16:54:38 Sync Erstprogrammierung TÜRDETAILS Name Gryffindor dormitory Tür-Code DC-00001 Beschreibung 		×
	EtageStandort (Standard) ~RelearsagelestsRelearsagelests		 +Neu +Neu +Neu
	< Zurück Weit	ter > Fertigstellen	Abbrechen

- 2. Open the "Time functions" menu if necessary.
- 3. Activate the 🗹 Time schedule checkbox.
- 4. Select the schedule for your locking device from the ▼ Time schedule drop-down menu.

✓ ZEITFUNKTIONEN				
Zeitplan	\checkmark	Zeitplan 1 ^		+ Neu
Zoitumschaltung		Zeitplan 1	li	+Neu
Zeitumschaltung		Zeitplan 2		- neu
Feiertagsliste		Ý		+ Neu

5. Activate the 🔽 Holiday list checkbox.

6. Select the public holiday list for your locking device from the ▼ Holiday listdrop-down menu.





NOTE

Public holiday lists in locking device and locations

You can assign public holiday lists to both a locking device and the locking device's location. In this case, the public holiday list is used in the locking device and the public holiday list in the location is ignored.

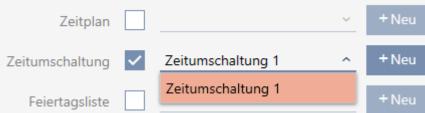
If a public holiday list is assigned to the location instead of the locking device, the public holiday list for the location is applied to the locking device. The suffix "(inherited)" in the locking device window indicates that this is the case.

- 7. Click on the Finish button.
 - \mapsto The locking device window closes.
- \mapsto Locking device is added to the schedule.

16.8 Engaging and disengaging locking devices automatically with time switchover

Ideally, you will have already created your time switchovers before creating the locking devices (see *Best practice: setting up the locking system* [\bullet 29] and *Creating a time switchover* [\bullet 58]). This allows you to set the time switchovers directly in the locking device properties when creating locking devices:

~ ZEITFUNKTIONEN



Obviously, you can also add your locking devices to the time switchovers at a later date:

- ✓ AXM Lite open.
- ✓ Locking device equipped with .ZK option.
- ✓ Time switchover created (see *Creating a time switchover* [▶ 58]).
- 1. Click the orange AXM button \equiv AXM.
 - → AXM bar opens.

AXM Lite 🛃 🔞	6			Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🔊 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	- Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	7 Time Plan Management			

2. Select the Time schedule control entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - → The AXM bar will close.
 - → The [Time schedule control] tab will open.

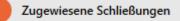
3. Click on the Time switching **G** button.



→ The [Time switching] tab will open.

Ma	rixansicht × Zeitplansteuerung × Ze		Zeitur	mschaltungen $ imes$						
N	+ □ eu Löschen	↑ Export	🕅 Anzeigefilter I	öschen						
	Name			~ 7	Anzahl Schließun	ngen 🍸	Letzte Änderung	Y	Beschreibung	Y
>	Zeitumschaltu	ing 1			1		07.05.2021 17:33:50			

- 4. Click on the time switchover to which you wish to add your locking devices.
 - └→ The time switchover window will open.
- 5. Click on the Assigned locks tab.



└→ Window switches to the "Assigned locks" tab.

Zeitumschaltung Hier können Sie Schließungen zu ei	– Sch iner Zeitum	ießunge schaltung hinzu	2N fügen								
1 Details	AUSGEWÄ	HLT (0)					NICHT AUSGEWÄHLT (2)				
2 Zugewiesene Schließungen	Name	~ 7	Zeitumschaltungsp ∇	Raun 🖓	Etag€♡	C	Name ^ 🍸	Zeitumschaltungsp $ abla$	Raun 🖓	Etag€♡	C
							Gryffindor dormitory				G
							Hufflepuff dormitory				G
						_					
						<					
						«					
						>					
						»					
	<				>		<				>
				We	iteres Objek	t erstellen	< Zurück	Weiter > Fertigstel	len A	Abbrechen	n

- 6. Use *Y* to sort/filter the displayed entries if required (see *Sorting and filtering* [► 37]).
- 7. Select all locking devices that you wish to open and close with the schedule (Ctrl+click for single devices or Shift+click for multiple devices).



NOTE

Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

- 8. Use 🔇 to move only the selected locking devices or 🔇 to move all locking devices.
 - → The selected locking devices in the left-hand column will be added to the time switchover.

Zeitumschaltung Hier können Sie Schließungen zu ei												
1 Details	AUSGE	WÄHLT (1)					NICHT AUSGEWÄHLT (1)				
2 Zugewiesene Schließungen	Nam	e ^ 🏹	Zeitumschaltungsp 🏹	Raun 🖓	Etag∉♡	C	Name ^	ΥZ	Zeitumschaltungsp 🍸	Raun 🖓	Etag€▽	¢
	Gryffi	ndor dormitory				G	Hufflepuff dormito	ry				G
						<						
						«						
						>						
						»						
	<					>	<					>
				We	iteres Obie	ekt erstellen	< Zurück	We	eiter > Fertigstel	len _A	Abbrechen	I.

- 9. Click on the Finish button.
 - \mapsto The time switchover window closes.
- 10. Click the orange AXM button \equiv AXM.
 - → AXM bar opens.

AXM Lite 🔂 🔞	6			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e ² Access Levels			Download error logs
	Time Plan Management			

11. Select the entry Locks in the group | LOCKING SYSTEM CONTROL |.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🔗 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Zeitplansteuerung
 - → The AXM bar will close.
 - → The [Locks] tab will open.

- 12. Use ∇ to sort/filter the displayed entries if required (see *Sorting and filtering* [\bullet 37]).
- 13. Click on the door to be controlled with the time switchover.
 - → The locking device window will open.

	chließung – Det er können Sie Details der Schlie								Ç Synchronisieren	In Matrix anzeigen
0	Details	SCHLIEBUNGSDETAILS	5							
2	Konfiguration	Seriennu	Immer	n/a						
3	Ausstattung	Schließur Firmware V		♀ Schließzylinder						~
4	Zustand			29.04.2021 16:54:38						
5	Aktionen	Lette by non on o	-	Erstprogrammierung						
6	Berechtigungsgruppen									
7	Hashtags	TÜRDETAILS								
8	Zutrittsliste	Name	Gryffind	dor dormitory						
9	Berechtigte Transponder	Tür-Code _	DC-000	01						_
				rt (Standard) ~ de (Standard) ~	Zeit	FUNKTIONEN Zeitplan tumschaltung Feiertagsliste	 	Zeitumschal	tung 1	+ Neu + Neu + Neu
						< Zurück	T	Weiter >	Fertigstellen	Abbrechen





└→ Window switches to the "Configuration" tab.

Schließung – Kor Hier können Sie das Verhalten de		Synchronisieren In Matrix anzeigen
 Potalis Konfiguration Ausstattung Zustand Aktionen Berechtigungsgruppen Hashtags Zutrittsliste Berechtigte Transponder 	 ZEITKONFIGURATION SCHLIEBUINGSFUNKTIONEN SIGNALISIERUNG AX FUNKTIONEN ZEITUMSCHALTUNG-KONFIGURATION Manuelles Auskuppeln Manuelles Einkuppeln Transponder aktiv: immer 	Automatisches Auskuppeln Automatisches Einkuppeln Automatisches Einkuppeln Transponder aktiv: nur, wenn ausgekuppelt
		< Zurück Weiter > Fertigstellen Abbrechen

15. Set the required behaviour in the "Time switching – Configuration" dropdown menu (see *Time switchovers* [+ 370]).

✓ ZEITUMSCHALTUNG-KONFIGU	JRATION
\bigcirc	Manuelles Auskuppeln
۲	Manuelles Einkuppeln
0	Transponder aktiv: immer

- Automatisches Auskuppeln
- Automatisches Einkuppeln
- Transponder aktiv: nur, wenn ausgekuppelt
- 16. Click on the Finish button.
 - \mapsto The locking device window closes.
- \vdash Time switchover is set up.

16.9 Have accesses logged by locking device (access list)

This is where you switch the access list on. Your locking device uses it to log which identification media have been activated (also see *Access and physical access lists* [> 365]).

- ✓ AXM Lite open.
- ✓ Locking device equipped with .ZK option.
- 1. Click on the locking device that should log accesses.
 - → The locking device window will open.

	chließung – Det r können Sie Details der Schlie				Ç Synchronisieren	In Matrix anzeigen
0	Details	SCHLIEBUNGSDETAILS				
2	Konfiguration	Seriennumme	r n/a			
3	Ausstattung	Schließungsty				~
4	Zustand	Firmware Version	g 29.04.2021 16:54:38			
6	Aktionen	Syn	c Erstprogrammierung			
6	Berechtigungsgruppen					
7	Hashtags	TÜRDETAILS				
8	Zutrittsliste	Name Gryff	indor dormitory			
9	Berechtigte Transponder	Tür-Code <u>DC-0</u> Beschreibung	0001			_
		✓ GEBÄUDEDETAILS Raumnummer		~ ZEITFUNKTIONEN Zeitplan		~ +Neu
		Etage		Zeitumschaltung 🗸 Zeitumsc	haltung 1	→ +Neu
		Standort Stan		Feiertagsliste		 ✓ + Neu
				< Zurück Weiter >	Fertigstellen	Abbrechen
					gotelleri	
2.	Click on the	e 🦲 Config	guration tab.			
	Konfigura	tion				

└→ Window switches to the "Configuration" tab.

3. Expand the "TIME CONFIGURATION" menu (only displayed for .ZK locking devices).

Schließung – Kor Hier können Sie das Verhalten de		Ç Synchronisieren	In Matrix anzeigen
 Details Konfiguration Ausstattung Zustand Aktionen Berechtigungsgruppen Hashtags Zutrittsliste Berechtigte Transponder 	 ZEITKONFIGURATION Zugangsprotokollierung Orberechtigte Zutrittsversuche protokollieren SCHLEBUNGSFUNKTIONEN SIGHALISIERUNG AX FUNKTIONEN ZEITUMSCHALTUNG-KONFIGURATION 		
	< Zurück Weiter >	Fertigstellen	Abbrechen

- 4. Activate the **▼** Access list checkbox (activated by default for .ZK lock-ing devices).
- 5. Click on the Finish button.
 - → The locking device window closes.
- → Access logging activated for this locking device.

The logged accesses are imported during synchronisation (see *Synchronising the locking device (including reading access list)* [+ 291]).

The access list can then be opened in the locking device window using the [Access list] tab (see *Displaying and exporting a locking device's access list* [+ 296]).

16.10 Leaving the locking device open for longer, less time or permanently

In the default factory setting, AXM Lite programmes your locking devices so that they engage for 5 seconds. However, other settings are also available:

- Pulse opening between 0 s and 25 s: The locking device remains engaged for this time interval after an identification medium has been activated. Then it disengages again automatically.
- Permanent opening: When an identification medium activates the locking device, it engages ready to open and remains engaged. The locking device does not disengage until an identification medium activates it again.

You can also work with settings that are not lock-related:

- Allowing an identification medium to open twice as long [> 100]
- Engaging and disengaging locking devices automatically with time switchover [+ 222]

This section describes how to set the impulse interval or activate permanent opening:

- ✓ AXM Lite open.
- ✓ Locking device created.
- Click on the locking device whose opening interval you wish to set.
 → The locking device window will open.

	chließung – Det er können Sie Details der Schlief				Ç Synchronisieren	In Matrix anzeigen			
0	Details	SCHLIEBUNGSDETAILS							
2	Konfiguration	Seriennumm	er n/a						
3	Ausstattung		p 🛛 Schließzylinder			~			
4	Zustand	Firmware Versio							
6	Aktionen		g 29.04.2021 16:54:38 c Erstprogrammierung						
6	Berechtigungsgruppen								
0	Hashtags	TÜRDETAILS							
8	Zutrittsliste	Name Gryf	findor dormitory						
9	Berechtigte Transponder	Tür-Code DC-	00001						
		Beschreibung							
		✓ GEBÄUDEDETAILS		✓ ZEITFUNKTIONEN					
		Raumnummer		Zeitplan		~ + Neu			
		Etage			schaltung 1	 ✓ + Neu 			
		Standort Sta	ndort (Standard) ~	Feiertagsliste		 ✓ + Neu 			
		Gebäude Geb	äude (Standard) ~						
				< Zurück Weiter >	Fertigstellen	Abbrechen			
2	Click on the		guration tab.						
Ζ.									
	Konfiguration								

- └→ Window switches to the "Configuration" tab.
- 3. Expand the "Lock functions" menu.

4. Enter the required engagement interval in the *Open time (sec)* field.

Schließung – Kor Hier können Sie das Verhalten de		Synchronisieren In Matrix anzeige	n
Hier können Sie das Verhalten der 1 Details 2 Konfiguration 3 Ausstattung 4 Zustand 5 Aktionen 6 Berechtigungsgruppen 7 Hashtags 8 Zutrittsiste 9 Berechtigte Transponder	Schließung konfigurieren AZETTKONFIGURATION SCHLIEBUNGSFUNKTIONEN Offfnungsdauer (Sek.) Daueröffnung Nahbereichsmodus (bei interner Antenne) SIGNALISIERUNG AX FUNKTIONEN ZEITUMSCHALTUNG-KONFIGURATION	Synchronisieren in Matrix anzeige	
	< Zurück Weiter >	Fertigstellen Abbrechen	

- 5. Alternatively, activate the 🗹 Permanent open checkbox to configure permanent opening.
- 6. Click on the button Finish
 - → The locking device window closes.
- → The locking device's opening interval is configured.

16.11 Limit locking device read range (close range mode)

Close range mode reduces the read range for locking devices. It is especially important for the freely rotating Digital Cylinder AX to be operated in close range mode. It is equipped with two electronic thumbturns which would be activated at the same time if close range mode is not activated.



NOTE

Close range mode for freely rotating Digital Cylinder AX activated automatically

As soon as you activate the 🗹 Freely rotating option on a Digital Cylinder AX, AXM Lite will automatically activate the 🔽 Close range mode.

- ✓ AXM Lite open.
- Click on the locking device whose read range needs to be limited.
 → The locking device window will open.

Schließung – [Hier können Sie Details der		x anzeigen
1 Details	SCHLIEBUNGSDETAILS	
2 Konfiguration	Seriennummer n/a	
3 Ausstattung	Schließungstyp Q Schließzylinder	~
4 Zustand	Letzte Synchronisierung 29.04.2021 16:54:38	
5 Aktionen	Sync Erstprogrammierung	
6 Berechtigungsgruppen		
7 Hashtags	TÜRDETAILS	
8 Zutrittsliste	Name _ Gryffindor dormitory	
9 Berechtigte Transponder	Tür-Code DC-00001 Beschreibung	
	✓ GEBÄUDEDETAILS ✓ ZEITFUNKTIONEN	
	Raumnummer Zeitplan 🗌 + N	Neu
	Etage Zeitumschaltung 🗸 Zeitumschaltung 1 💉 +N	Veu
	Standort (Standard) Gebäude (Standard)	Veu
	< Zurück Weiter > Fertigstellen Abb	orechen

2. Click on the Configuration tab.



- └→ Window switches to the [Configuration] tab.
- 3. Expand the "Lock functions" menu.

Schließung – Kor Hier können Sie das Verhalten der	figuration Schließung konfigurieren	Synchronisieren	In Matrix anzeigen
 Details Konfiguration Ausstattung Zustand Aktionen Berechtigungsgruppen Hashtags Zutrittsliste Berechtigte Transponder 			m medok enzegen
	< Zurück Weiter >	Fertigstellen	Abbrechen

4. Activate the **V** Close range mode check box (only displayed for suitable locking devices).

- 5. Click on the Finish button.
 - → The locking device window closes.
- └→ Close range mode activated for this locking device.

16.12 Muting a locking device (for battery warnings and programming)

You can deactivate the following signals in the locking device properties:

- Audible and visual battery warnings
- Audible programming acknowledgements

When an identification medium is activated, the locking device signals engaging as usual. You can also configured each identification medium except for PIN code keypads to prevent locking devices from signalling activation of this identification medium (see *Muting all locking devices for a transponder or a card [102]*).

- ✓ AXM Lite open.
- 1. Click on the locking device to be muted.
 - \mapsto The locking device window will open.

Schließung – De Hier können Sie Details der Schli		en
1 Details	SCHLIEBUNGSDETAILS	
2 Konfiguration	Seriennummer n/a	
3 Ausstattung	Schließzylinder ~	-
4 Zustand	Letzte Synchronisierung 29.04.2021 16:54:38	
5 Aktionen	Sync Erstprogrammierung	
6 Berechtigungsgruppen		
7 Hashtags	TÜRDETAILS	
8 Zutrittsliste	Name Gryffindor dormitory	
9 Berechtigte Transponder	Tür-Code DC-00001 Beschreibung	
	 > GEBÅUDEDETAILS > ZEITFUNKTIONEN Raumnummer Etage Zeitung Zeitunschaltung Zeitunschaltung 1 + Neu Zeitunschaltung 1 + Neu Feiertagsliste <	n
	< <u>Zuruck</u> weiter > Fertigstellen Abbreche	
2. Click on th	Configuration tab.	



→ Window switches to the [Configuration] tab.

3. Expand the "Feedback signals" menu.

Schließung – Kor Hier können Sie das Verhalten der		Ç Synchronisieren	In Matrix anzeigen
1 Details			
2 Konfiguration	^ ZEITKONFIGURATION		
3 Ausstattung	∽ SCHLIEBUNGSFUNKTIONEN		
4 Zustand	✓ SIGNALISIERUNG ✓ Akustische/optische Batteriewarnungen aktiv		
5 Aktionen	Akustische Programmier-Quittungen aktiv		
6 Berechtigungsgruppen	∽ AX FUNKTIONEN		
7 Hashtags			
8 Zutrittsliste			
Berechtigte Transponder			
	< Zurück Weiter >	Fertigstellen	Abbrechen

4. Select the □ Acoustic/optical battery warnings active and □ Acoustic programming acknowledgments active checkboxes.

✓ SIGNALISIERUNG	
	Akustische/optische Batteriewarnungen aktiv
	Akustische Programmier-Quittungen aktiv

- 5. Click on the Finish button.
 - \mapsto The locking device window closes.
- → Locking device will no longer signal any battery warnings or audible programming acknowledgements.

16.13 Ignoring activation and expiry date of identification media

You can enter your identification media's properties to specify that they are to be activated or deactivated on a specific date (see *Activating or deactivating identification medium once at specific times (activation and expiry date)* [+ 104]).

AX locking devices can ignore this activation and expiry date on request and still accept the identification media in question.

- ✓ AXM Lite open.
- ✓ AX-based locking device.
- 1. Click on the locking device to be muted.
 - \mapsto The locking device window will open.

Schließung – Hier können Sie Details der	
1 Details	SCHLIEBUNGSDETAILS
2 Konfiguration	Seriennummer n/a
3 Ausstattung	Schließungstyp 🔮 Schließzylinder 👻
4 Zustand	Letzte Synchronisierung 29.04.2021 16:54:38
5 Aktionen	Sync Erstprogrammierung
6 Berechtigungsgruppen	
7 Hashtags	TÜRDETAILS
8 Zutrittsliste	Name Gryffindor dormitory
9 Berechtigte Transponder	Tür-Code DC-00001 Beschreibung
	✓ GEBÄUDEDETAILS ✓ ZEITFUNKTIONEN
	Raumnummer Zeitplan Zeitplan +Neu
	Etage Zeitumschaltung 🗸 Zeitumschaltung 1 💉 + Neu
	Standort (Standard) Y Feiertagsliste Y + Neu
	Gebäude (Standard)
	< Zurück Weiter > Fertigstellen Abbrechen

2. Click on the Configuration tab.



- └→ Window switches to the [Configuration] tab.
- 3. Expand the "AX functions" menu.

Schließung – Kor Hier können Sie das Verhalten der	figuration Schließung konfigurieren	Ç Synchronisieren	In Matrix anzeigen
 Details Konfiguration Ausstattung Zustand Aktionen Berechtigungsgruppen Hashtags Zutrittsiste Berechtigte Transponder 	 ZEITKONFIGURATION SCHLIEBUNGSFUNKTIONEN SIGNALISIERUNG AX FUNKTIONEN Aktivierungs- bzw. Verfallsdatum ignorieren ZEITUMSCHALTUNG-KONFIGURATION 		
	< Zurück Weiter >	Fertigstellen	Abbrechen

4. Select the 🔽 Ignore activation or expiry date checkbox.



- 5. Click on the Finish button.
 - \mapsto The locking device window closes.
- → Locking device can also be operated with identification media that are not within their activation period.

16.14 Setting up door monitoring (DoorMonitoring)

You can use DoorMonitoring to monitor the status of your doors and locking devices (also see *DoorMonitoring* [+ 380]).



NOTE

DoorMonitoring without direct networking ("WaveNet") available to a limited extent

In a directly networked locking system, locking devices connected to the WaveNet can immediately transmit their DoorMonitoring events via the network. You can see these events in your locking plan software (e.g. AXM) in no time.

Locking devices without WaveNet also log their DoorMonitoring events and save them in the access list. You will only see these events after reading the access list in your locking plan software.

16.14.1 Setting up DoorMonitoring for locking cylinders

- ✓ AXM Lite open.
- ✓ Locking device is DoorMonitoring-capable (item code contains .DM).
- 1. Click on the locking device for which you wish to set up DoorMonitoring.
 - \mapsto The locking device window will open.

	chließung – Det r können Sie Details der Schlief		Hogwarts Synchronisieren In Matrix a	
1	Details		Onli	ne Mode
2	Konfiguration	SCHLIEBUNGSDETAILS		î
8	Ausstattung	Bereich	Standardbereich	~
4	Zustand	Seriennummer		
6	Aktionen		Schließzylinder Z4.30-35.DM.FD.ZK.G2	<u> </u>
6	Berechtigungsgruppen	Firmware Version		
0	Hashtags	Letzte Synchronisierung	03.05.2024 10:00:43	
8	Zutrittsliste	Batteriestatus	Ok	
9	Berechtigte Transponder	Sync	Programmiert	
		TÜRDETAILS Tür Main g Tür-Code DC-000 Beschreibung V GEBÄUDEDETAILS		_
			< Zurück Weiter > Fertigstellen Abbr	rechen

2. Click on the Configuration tab.



- └→ Window switches to the [Configuration] tab.
- 3. Expand the "DoorMonitoring" menu.

Schließung – Kor Hier können Sie das Verhalten der			Hog	gwarts ~	Ç Synchronisieren	In Matrix anzeigen
1 Details						
2 Konfiguration	~ SIGNALISIERUNG					^
3 Ausstattung	∽ KARTENKONFIGUI	RATION				
4 Zustand	~ ZEITUMSCHALTUNG-KONFIGURATION					
5 Aktionen		NG				
6 Berechtigungsgruppen 7 Hashtags		"TÜR OFFEN" EINSTELLUNGEN Abtastintervall für die DM Sensoren (Sek.) "Tür zu lange offen" Event nach (Min.)	aus		~ ~	
8 Zutrittsliste 9 Berechtigte Transponder		SCHLOSSRIEGEL Tourigkeit des Schlosses "Tür sicher verriegelt" Position des Riegels	aus		~	
		PROTOKOLLIERUNG IN DER ZUTRITTSLISTE "Tür offen" Ereignisse Schlossriegel-Ereignisse "Tür offen" Ereignisse "Tür offen" Ereignisse Schlossriegel-Ereignisse Protokollierung / Weiterleitung der Alarme in	n Netzwerk			v
			< Zurück	Weiter >	Fertigstellen	Abbrechen

4. Configure the preferred settings.

- 5. Click the Finish button.
 - → The locking device window closes.
- └→ DoorMonitoring is set up for this locking device.

You can select the following settings:

"Door open" settings

"TÜR OFFEN" EINSTELLUNGEN		
Abtastintervall für die DM Sensoren (Sek.)	aus	~
"Tür zu lange offen" Event nach (Min.)	aus	~

Your DoorMonitoring locking cylinders detect whether the door is open or closed with the help of a special fastening screw and a magnetic tab.

Setting	Explanation
Sampling interval for the DM sensors (sec.)	The frequency with which the lock- ing cylinder checks whether the magnetic tab is in front of the fastening screw. In this case, the door is considered closed.
	Possible intervals are:
	seconds
	second
	seconds
	More frequent checks lead to faster detection of an open door, but also increase power consumption.

Setting	Explanation
"Door open too long" event after (min.)	Safety-relevant doors such as fire doors must not be permanently open. This setting allows you to see if a door is open for longer than usual. This door could be wedged open, for example.
	After the set time has elapsed, the Door open too long event is triggered.
	Possible intervals:
	minutes
	minutes
	minute
	minutes
	minutes
	minutes

Lock bolt

SCHLOSSRIEGEL		
Tourigkeit des Schlosses	aus	~
"Tür sicher verriegelt" Position des Riegels	aus	~

Your DoorMonitoring locking cylinder uses a special sensor to detect how often the cam has been turned. With the aid of the following settings, the system then knows how far the dead bolt has been extended.

Setting	Explanation		
	The number of turns required to fully extend the mortise lock dead bolt.		
	Possible intervals are:		
Number of turns to lock	II off		
	■ 1-turn		
	■ 2-turn		
	■ 3-turn		
	■ 4-turn		

Setting	Explanation
"Door securely locked" position of dead bolt	In two- or multi-turn mortise locks, the door may be locked, but the dead bolt has not yet been exten- ded far enough to rest securely in the door anchorage. In this case, the door is only considered Door is locked, but not Door is securely locked.
	This setting is used to specify how many turns are required until the dead bolt is extended far enough into the door and the locking device is considered secure.
	The available settings depend on what you have specified in Number of turns to lock:
	■ off

Logging in the access list

PROTOKOLLIERUNG IN DER ZUTRITTSLISTE		
"Tür offen" Ereignisse		
Schlossriegel-Ereignisse		

You can also log DoorMonitoring events in your access list. This means that you can use DoorMonitoring to a limited extent, even without direct networking.

You can use these settings to specify which events are written into the access list for your DoorMonitoring locking device.

Setting Explanation	
	Select this checkbox to write "Door open" events into the access list for your locking device.
"Door open" events	This applies to these events:
	Door is open
	Door is closed
	Door is open for a long time
	Select this checkbox to write Lock bolt events into the access list for your locking device.
Lock bolt events	This applies to these events:
	Door is locked
	Door is securely locked

Forward in network

W

EITERLEITUNG IM NETZWERK
"Tür offen" Ereignisse Schlossriegel-Ereignisse
Protokollierung / Weiterleitung der Alarme im Netzwerk

DoorMonitoring works best with a directly networked system (WaveNet). In order to find the best setting for your particular circumstances, you can decide which events you wish to forward to your database via your WaveNet.

Additional forwarding means increased radio traffic and thus increased power consumption.

Setting	Explanation
"Door open" events	Select this checkbox to forward "Door open" events to the database.
	This applies to these events:
	Door is open
	Door is closed
	Door is open for a long time
	If you select this checkbox, the events are also automatically saved in the access list.

Setting	Explanation		
	Select this checkbox to forward Lock bolt events to the database.		
	This applies to these events:		
Lock bolt events	Door is locked		
	Door is securely locked		
	If you select this checkbox, the events are also automatically saved in the access list.		
	Your DoorMonitoring locking device detects various alarm situations. You can forward these to your data- base.		
	Examples of such situations are:		
Event logging/forwarding of alarms	Door open too long		
in the network	 Tampering attempt (e.g. Fastening screw has been manipulated) 		
	 Door has been opened even though it is considered locked or securely locked 		

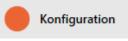
16.15 Changing the SmartRelay settings

You will only see the settings for SmartRelay if you:

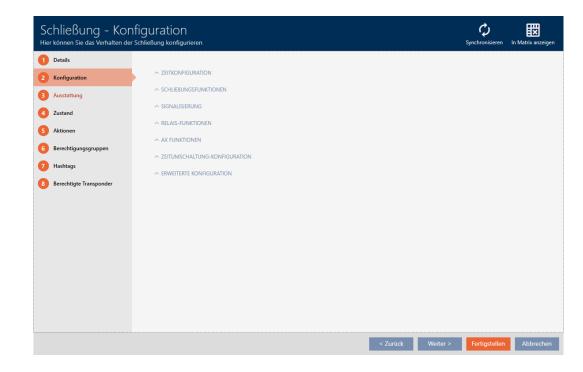
- Create a new locking device and have not yet clicked on Finish, or
- Have opened a "SmartRelays" locking device.
- All SmartRelay settings are changed in the "Configuration" tab:
- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- 1. Click on the SmartRelay.
 - → The SmartRelay window will open.

	:hließung – Det können Sie Details der Schlie		Synchronisieren	In Matrix anzeigen
0	Details	SCHLIEBUNGSDETAILS		
2	Konfiguration	Seriennummer n/a		
3	Ausstattung	Schließungstyp 🖸 SmartRelais		~
4	Zustand	Firmware Version		
6	Aktionen	Sync Erstprogrammierung		
6	Berechtigungsgruppen			
1	Hashtags	TÜRDETAILS		
8	Berechtigte Transponder	Name		
		Tür-Code DC-00021		
		Beschreibung		
		✓ GEBÄUDEDETAILS ✓ ZEITFUNKTIONEN		
		Raumnummer Zeitplan		 ✓ + Neu
		Etage Zeitumschaltung		→ + Neu
		Standort Hogwarts Y Feiertagsliste V Wizard	dry calendar (vererbt)	✓ + Neu
		Gebäude Quidditch field ~	,	
		< Zurück Weiter	> Fertigstellen	Abbrechen

2. Click on the Configuration tab.



└→ Window switches to the "Configuration" tab.



16.15.1 Using internal and external antenna simultaneously

An external antenna is available for some SmartRelays (SREL.AV).



The internal antenna is normally deactivated as soon as SmartRelay detects an external antenna.

You can also use AXM Lite to configure the settings so that both antennas are used at the same time:

- "Configuration" tab open (see *Changing the SmartRelay settings* [> 242]).
- 1. Open the "Relay functions" menu if necessary.



- 2. Activate the 🗖 Disable internal antenna when connecting an external antenna checkbox.
- 3. Click on the Finish button.
 - → The SmartRelay window closes.
- → The SmartRelay's internal antenna will remain active even when an external antenna is connected.

16.15.2 Invert outputs

A relay has two states:

- Energised (coil energised)
- Not energised (idle state)

The relay is normally in the idle state and is energised when an identification medium is activated.

The Invert SR signal checkbox changes the SmartRelay's behaviour depending on the type of output (NO or changeover contact):

Changeover contact	NO contact	
SREL		
SREL.ADV		
SREL.W		
SREL.G2	SREL2.G2	
SREL.W.G2	SRELZ.OZ	
SREL 3		
SREL 3 Advanced		
SREL AX Classic		
🗖 Invert SR signal	🗖 Invert SR signal	
 Identification medium activated: Relay energises, COM connected to NO 	 Identification medium activated: Relay energises, contacts connected 	
 Identification medium not activated: Relay in idle state, COM connected to NC 	 Identification medium not activated: Relay in idle state, contacts not connected 	
✓ Invert SR signal	✓ Invert SR signal	
 Identification medium activated: Relay in idle state, COM connected to NC 	 Identification medium activated: Relay in idle state, contacts not connected 	
 Identification medium not activated: Relay energises, COM connected to NO 	 Identification medium not activated: Relay energises, contacts connected 	

- ✓ "Configuration" tab open (see *Changing the SmartRelay settings* [▶ 242]).
- 1. Open the "Extended configuration" menu if necessary.

nittstelle ausgeben	
keine	~
Externer Piepser	

2. Activate the 🔽 Invert SR signal checkbox.

- 3. Click on the Finish button.
 - → The SmartRelay window closes.
- → SmartRelay outputs are inverted.

16.15.3 Using the serial interface

SmartRelays with a serial interface can transfer data from identification media to third-party systems. The following systems are available:

- "None"
- 👪 "Wiegand, 33 bit"
- "Wiegand, 26 bit"
- "Primion"
- Siemens"
- 👪 "Kaba Benzing"
- "Gantner Legic"
- Isgus"

To transfer data, configure the serial interface so that it is compatible with the required third-party system. You can find details on wiring in the manual for the SmartRelay in question.

- "Configuration" tab open (see *Changing the SmartRelay settings* [> 242]).
- 1. Open the "Extended configuration" menu if necessary.

ERWEITERTE KONFIGURATION		
Nur berechtigte TIDs über serielle Schnittstelle ausgeben		
Schnittstelle	keine	~
Schnittstelle: Zusatzsignal CLS		
Externe LED	Externer Piepser	
SR Signal invertieren		
LED ausschalten		
Piepser ausschalten		

2. If you do not wish to transfer unauthorised identification media to the third-party system at all, select the **I** Only issue authorised TIDs via serial interface checkbox.

3. Select the third-party system from the ▼ Interface drop-down menu: "Wiegand, 33 bit", "Wiegand, 26 bit", "Primion", "Siemens", "Kaba Benzing" "Gantner Legic" or "Isgus".

✓ ERWEITERTE KONFIGURATION				
Nur berechtigte TID	Nur berechtigte TIDs über serielle Schnittstelle ausgeben			
Schnittstelle	Schnittstelle keine			
Schnittstelle: Zusatz	signal CLS kein	e		
Externe LED	Wie	gand 33-bit		
SR Signal invertierer	n Wie	gand 26-bit		
LED ausschalten	Prim	nion		
Piepser ausschalten	Sien	nens		
	Kaba	a Benzing		
	Gan	tner Legic		
	Isgu	IS		

- 4. If you need a card load signal for your third-party system, select the **I**nterface: Supplementary signal CLS checkbox.
- 5. Click the Finish button.
 - → The SmartRelay window closes.
- └→ SmartRelay's serial connection is activated.

16.15.4 Changing the signalling

Different situations may require different signals.

You can configure signalling of your SmartRelay in AXM Lite to meet these different needs.

There is a connection for an external LED or an external beeper on the SREL.ADV and SREL2.G2. You can find details on connection in the manual for the SmartRelay concerned.

You can use the ⁽) External LED or ⁽) External beeper option to configure whether the connection switches permanently during opening or only when switching to ground.

• External LED	External beeper
Connection permanently switches to ground during opening. The LED lights up as long as the SmartRelay is switched on.	Connection only switches when switching over. The beeper only beeps when the SmartRelay switches over. Continuous beeping would be annoying.

- ✓ "Configuration" tab open (see *Changing the SmartRelay settings* [▶ 242]).
- 1. Open the "Extended configuration" menu if necessary.

RWEITERTE KONFIGURATION		
Nur berechtigte TIDs über serielle	Schnittstelle ausgeben	
Schnittstelle	keine	~
Schnittstelle: Zusatzsignal CLS		
Externe LED	Externer Piepser	
SR Signal invertieren		
LED ausschalten		
Piepser ausschalten		

- 2. Choose between the External LED and External beeper options.
- 3. If necessary, use the **▼** Turn off LED or **▼** Turn off beeper checkboxes to switch off the LED or the beeper on your SmartRelay (also applies to external LEDs or external beepers).
- 4. Click on the Finish button.
 - → The SmartRelay window closes.
- → The SmartRelay's signalling has been changed.

16.16 Planning and tracking locking device management tasks

The central point of contact for managing your locking device is the "Actions"tab.

The following entries are displayed here collectively:

- Created
- Programming
- Installed
- Replaced
- Removed
- Scheduled battery change
- Last battery change
- ✓ AXM Lite open.
- ✓ Locking device has been created.
- 1. Click on the locking device you wish to manage.
 - \mapsto The locking device window will open.

Schließung – De Hier können Sie Details der Schli		Ç Synchronisieren	In Matrix anzeigen
1 Details	SCHLIEBUNGSDETAILS		
2 Konfiguration	Seriennummer n/a Schließungstyp Ø Schließzylinder		~
3 Ausstattung	Firmware Version		
4 Zustand	Letzte Synchronisierung 29.04.2021 16:54:38		
5 Aktionen	Sync Erstprogrammierung		
6 Berechtigungsgruppen			
7 Hashtags	TÜRDETAILS		
8 Zutrittsliste	Name Gryffindor dormitory		
3 Berechtigte Transponder	Tür-Code DC-00001 Beschreibung		
	✓ GEBÄUDEDETAILS ✓ ZEITFUNKTIONEN		
	Raumnummer Zeitplan		~ + Neu
	Etage Zeitumschaltung 🗸 Zeitums	schaltung 1	→ + Neu
	Standort (Standard) Feiertagsliste		~ +Neu
	Gebäude Gebäude (Standard) ~		
	< Zurück Weiter >	Fertigstellen	Abbrechen

2. Click on the Actions tab.



└→ Window switches to the "Actions" tab.

Details Konfigur								
Konngur	ation	+ 🗇 🔨 Neu Löschen De	▽ tails					
Ausstatte	ung							
Zustand		Datum 🗸 🏹		Benutzer 🛛	Beschreibung	Y	Dokumen	t ^s
		18.05.2021 17:13:31	Programmierung	Admin				
Aktionen	1	18.05.2021 17:13:31	Programmierung	Admin				
Berechtig	gungsgruppen	29.04.2021 17:53:00	Planmäßiger Batteriewec	Admin				
Hashtage	s	29.04.2021 17:53:00	Planmäßiger Batteriewec	Admin				
-		29.04.2021 16:54:38	Programmierung	Admin	Aktion fehlgeschlagen			
Zutrittsli	ste	29.04.2021 16:54:38	Programmierung	Admin	Aktion fehlgeschlagen			
Berechtig	gte Transponder	28.04.2021 18:34:59	Programmierung	Admin	Aktion fehlgeschlagen			
		28.04.2021 18:34:59	Programmierung	Admin	Aktion fehlgeschlagen			
		28.04.2021 15:16:18	Erstellt	Admin				
		28.04.2021 15:16:18	Erstellt	Admin				

16.16.1 Note installation, replacement or removal date

- ✓ The locking device window shows the "Actions" tab (see *Planning and tracking locking device management tasks* [▶ 248]).
- 1. Click on the New + button.
 - \mapsto The window for a new action will open.

Neue Aktion		
Aktion		
Letzter Batteriewechsel		~
Datum	Uhrzeit	
18.05.2021	自 17:49:44	\$ ©
Beschreibung		
Dokument in Aktionsliste abspeichern		
	O	Abbrechen

- 2. Select the "Installed", "Replaced" or "Removed" entry from the ▼ Action drop-down list.
- 3. Enter a date in the *Date* field or click on the Field or click on the screen.

Datum

18.	05.20)21					
	+ 1		+	3		+ 5	;
<			Mai	2021			>
	Мо	Di	Mi	Do	Fr	Sa	So
17	26	27	28	29	30	1	2
18	3	4	5	6	7	8	9
19	10	11	12	13	14	15	16
20	17	18	19	20	21	22	23
21	24	25	26	27	28	29	30
22	31	1	2	3	4	5	6

- 4. Enter a time in the *Time* field.
- 5. Enter a description in the *Description* field.
- 6. If you wish to save a document for your action: Activate the 🗹 Save document in action list checkbox.
- 7. If you wish to save a document for your action: Click on the ____ but-ton.
 - → The Explorer window will open.
- 8. Select your document.
- 9. Click on the Open button.
 - → Explorer window closes.

Neue Aktion			
Aktion			
Eingebaut			~
Datum		Uhrzeit	
18.05.2021	Ē	17:49:44	Ĵ ©
Beschreibung			
Cokument in Aktionsliste abspeichern			
D\\Info.txt			
		ОК	Abbrechen

10. Click on the OK button.

- \mapsto The window for the new action closes.
- \mapsto Action is now created and listed.

Datum	~ 7	Тур	Benutzer	∇	Beschreibung	∇	Dokument	∇
18.05.2021	17:49:44	Eingebaut	Admin				txt	
18.05.2021	17:13:31	Programmierung	Admin					
29.04.2021	17:53:00	Planmäßiger Batteriewe	ec Admin					
29.04.2021	16:54:38	Programmierung	Admin		Aktion fehlgeschlagen			
28.04.2021	18:34:59	Programmierung	Admin		Aktion fehlgeschlagen			
28.04.2021	15:16:18	Erstellt	Admin					

16.16.2 Planning and logging battery replacement

- ✓ The locking device window shows the "Actions" tab (see *Planning and tracking locking device management tasks* [▶ 248]).
- 1. Click on the New + button.
 - \mapsto The window for a new action will open.

Neue Aktion			
Aktion			
Letzter Batteriewechsel			~
Datum		Uhrzeit	
18.05.2021	Ē	17:49:44	Ĵ ©
Beschreibung			
Dokument in Aktionsliste abspeichern			
		ОК	Abbrechen

- 2. Select the "Scheduled battery change" or "Last battery change" entry from the ▼ Action drop-down list.
- 3. Enter a date in the *Date* field or click on the Ficon to expand a calendar screen.

le	eu	ie A	kti	ior	١				
\kti	on								
Pla	nm	äßiger	Batte	eriewe	echse	el .			
Dat	um								Uhrzeit
18	.05.	2021							18:43:56
	+	1	+	3		+ !	5		
<			Mai	2021			>		
		o Di							
		5 27					2		
18 19			5	6 13	7	8			
20				20				nern	
	24			27					
	31	1 1	2	3	4	5	~		

OK Abbreche

- 4. Enter a time in the *Time* field.
- 5. Enter a description in the *Description* field.
- 6. If you wish to save a document for your action: Activate the **▼** Save document in action list checkbox.
- 7. If you wish to save a document for your action: Click on the ____ but-ton.
 - → The Explorer window will open.
- 8. Select your document.
- 9. Click on the Open button.
 - → Explorer window closes.

Neue Aktion			
Aktion			
Planmäßiger Batteriewechsel			~
Datum		Uhrzeit	
18.05.2021	Ē	18:43:56	Ĵ ©
Beschreibung			
Cokument in Aktionsliste abspeichern			
D:\/nfo.txt			
		ОК	Abbrechen

10. Click on the OK button.

- \mapsto The window for the new action closes.
- → Action is now created and listed.

Datum	~ 7	Тур	\mathbb{Y}	Benutzer	\bigtriangledown	Beschreibung	Y	Dokument	\bigtriangledown
18.05.2021 18:43	3:56	Planmäßiger Batte	riewec	Admin				txt	
18.05.2021 17:49	9:44	Eingebaut		Admin				txt	
18.05.2021 17:13	3:31	Programmierung		Admin					
29.04.2021 17:53	3:00	Planmäßiger Batte	riewec	Admin					
29.04.2021 16:54	4:38	Programmierung		Admin		Aktion fehlgeschlagen			
28.04.2021 18:34	4:59	Programmierung		Admin		Aktion fehlgeschlagen			
28.04.2021 15:10	6:18	Erstellt		Admin					

16.17 Exporting locking devices as a list

All locking devices in your locking system can be exported as PDFs.

The PDF shows exactly the same locking devices in exactly the same order as in AXM Lite.

This means that you can sort and filter the display before exporting. It also allows you to sort and filter the exported list.

- ✓ AXM Lite open.
- Locking device has been created.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite 🔂 🔞	(C)			Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🔊 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	Time Plan Management			

2. Select the entry Locks in the group | LOCKING SYSTEM CONTROL |.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🔗 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- Berechtigungsgruppen
- 🖉 Zeitplansteuerung
 - → The list with all locking devices in the locking system will open.

Ma	atrixansicht $ imes$	Türen ×										
	leu Löschen	In Matrix anzeigen	Duplizieren	D Batteriewechsel	T Export A	Nnzeigefilter lösch	en					
	Tür	^ 7	Raumnummer		Тур 🍸	Sync 🖓	Status 🖓	Letzte Synchronisierung	Y	S/N	7 Schließungs ID	V
>	Gryffindor do	rmitory			Ô	C		29.04.2021 16:54:38			ohne Programmie	erung
	Hufflepuff do	rmitory			Ô	C					ohne Programmi	erung

- 4. Click on the Export \uparrow button.
 - └→ The Explorer window will open.
- 5. Save the PDF file to a file directory of your choice.
- → Displayed identification media are exported as PDF files (DIN A4).



Alle Türen für die Schließanlage 'Hogwarts'

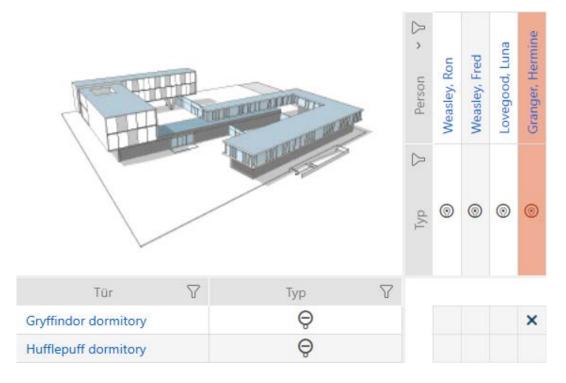
Simons≣Voss		0	Gedruckt am: 17.05.20	021		
Hufflepuff dormitory			Schließzylinder	Erstprogrammie rung		
Gryffindor dormitory			Schließzylinder	Erstprogrammie rung		
Tür	Raumnummer	Etage	Тур	Sync	Status	S/N

17. Permissions

17.1 Changing individual authorisations (cross)

The quickest way to assign individual authorisations to individual doors is directly in the matrix.

- ✓ AXM Lite open.
- Matrix screen open.
- 1. Click on a box in the matrix.
 - → Authorisation is issued for the identification medium concerned (column) on the locking device in question (row).



- 2. Click on the same box again.
 - └→ Authorisation is withdrawn again.



→ Individual authorisation has been issued or withdrawn.



NOTE

Modified authorisations only take effect after synchronisation

Modified authorisations are initially only stored in the database and do not affect the actual identification media and locking devices.

Synchronise identification media and/or locking devices after you have changed authorisations.

The authorisation is issued by default after a single click. However, you can configure the type of click after which the authorisation is issued (see *Click to change authorisations* [\bullet 323]):

- Single click of the mouse
- Double click
- Ctrl + single click

17.2 Changing many authorisations (on identification media and/or locking devices)

17.2.1 Allowing all or blocking all

x^{*}x ∞[™]∭™ Alle zulassen Alle sperren Instead of individual authorisations, you can also:

- Allow or block all currently displayed identification media on a locking device
- Allow or block identification media on all currently displayed locking devices

The Alle zulassen **xx** and Alle sperren functions are applied to the displayed identification media or locking devices. You can thus use filters to only allow specific identification media or locking devices.

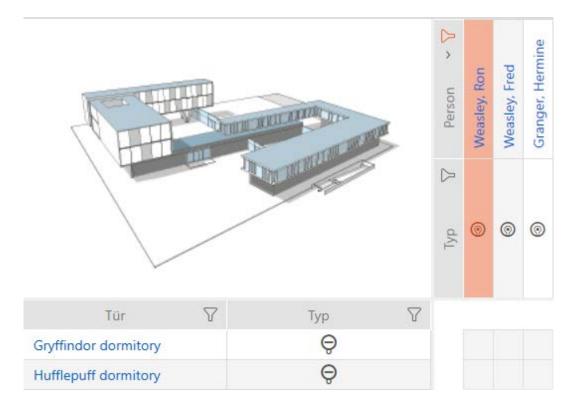
This description refers to allowing all displayed identification media on a locking device. The following also work in the same way:

- Blocking all displayed identification media on a locking device
- Allowing identification media on all currently displayed locking devices
- Blocking an identification medium on all currently displayed locking devices

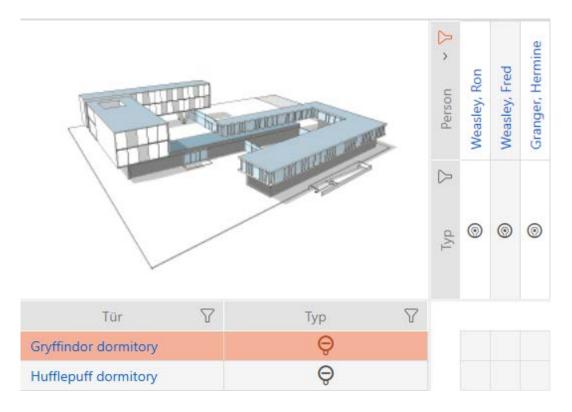
Initial situation:



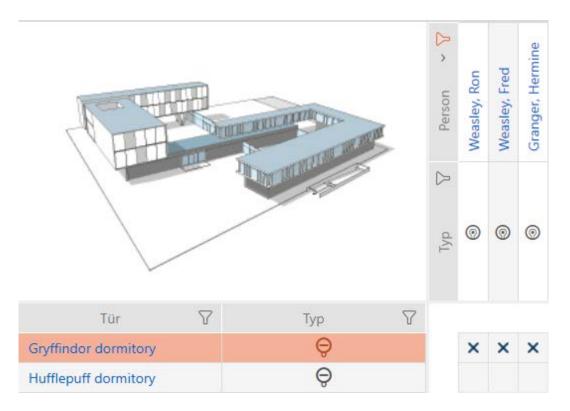
- ✓ AXM Lite open.
- ✓ Matrix screen open
- ✓ Identification medium available.
- ✓ Locking device available.



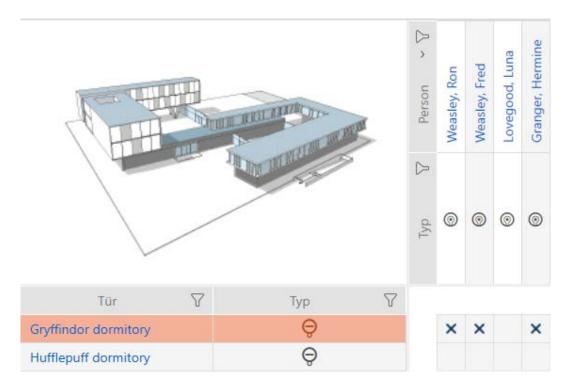
2. Select the locking device on which you wish to authorise all identification media to be displayed.



- 3. Click on the Alle zulassen $x_{\mathbf{x}}^{\mathbf{x}}$ button.
- → All displayed identification media are authorised for the selected locking device.



If you then use the button to remove the Anzeigefilter löschen filter again, you will find that the identification media that were filtered out were actually not permitted:



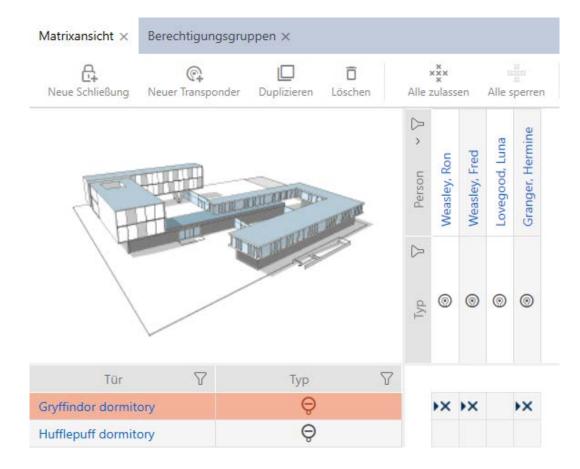
17.2.2 Access levels

Access levels are an easy way for you to set up authorisations for multiple doors and identification media at the same time (see *Access levels* [+ 378]).

Matrix without authorisations

\equiv AXM Lite	£. @. @	5						
Matrixansicht $ imes$	Schließanlagen ×							
Reue Schließung	Reuer Transponder	Duplizieren	D Löschen	Alle	zulass	en		sperren
H		TUL ATTRECTO	Tor Parton	Person ~ 🖓	Weasley, Ron	Weasley, Fred	Lovegood, Luna	Granger, Hermine
		In month	1	Tvp 7	0	0	0	0
Tür	7	Тур	· · · · · · · · · · · · · · · · · · ·	7				
Gryffindor dormite	ory	Ģ						
Hufflepuff dormito	ory	Ģ						

Matrix with access levels



17.2.2.1 Adding locking devices and identification media to access levels

Ideally, you will have already created your access levels before creating the locking devices (see *Best practice: setting up the locking system [29*] and *Creating access levels [44*]). This allows you to set access levels directly in locking device and identification medium properties when you create locking devices and identification media:



Obviously, you can also add your locking devices and identification media to the access levels at a later date:

- ✓ AXM Lite open.
- ✓ Access level created (see Creating access levels [▶ 44]).
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

E AXM Lite 🔒 ඹ	•			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🖉 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	7 Time Plan Management			

2. Select the Access levels entry in the | LOCKING SYSTEM CONTROL | group.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Zeitplansteuerung
 - \mapsto The AXM bar will close.
 - → The [Access levels] tab will open.

Ma	trixansicht $ imes$	Berechtig	ungsgruppen $ imes$					
N	⊦ □ eu Löschen	 Export	Anzeigefilter lösche	n				
	Name	7	Beschreibung	7	Anzahl Schließungen	7	Anzahl Transponder	∇
>	Gryffindor				0		0	
	Hufflepuff				0		0	
	Ravenclaw				0		0	
	Slytherin				0		0	
	Slytherin				0		0	

Alle	^
Alle	
Hogwarts 1	2
Hogwarts 2	
Hogwarts 3	

- 3. Click on the access level to which you wish to add locking devices and identification media.
 - → The access level window will open.

Berechtigungsgr Hier können Sie die Details der Be	uppe – De erechtigungsgruppe	etails E bearbeiten					
1 Details	Name	Gryffindor	 				
2 Türen	Beschreibung						
3 Transponder							
				< Zurück	Weiter >	Fertigstellen	Abbrechen
4. Click on th	e 🔴 Lo	ocks tab.					



└→ Window switches to the "Locks" tab.

Berechtigungsgru Hier können Sie Schließungen zu der	0pe – Sc ^{r Berechtigungs<u>c</u>}	hließungen gruppe hinzufügen							
1 Details	AUSGEWÄHLT (0)				NICHT AUSGEWÄHLT (2)				
2 Türen	Name	^ 𝒴 Bereich	√ Raun √ Eta	ageV (Bereich S	7 Raun 🖓	Etag€♡	
3 Transponder					Gryffindor dormitory				G
					Hufflepuff dormitory				G
				<					
				*					
				>					
				>>					
	<			>	<		_		>
					< Zurück	Weiter > Fertigs	tellen	Abbrechen	

- 5. Use *Y* to sort/filter the displayed entries if required (see *Sorting and filtering* [→ 37]).
- 6. Select all locking devices that you wish to add to the access level (Ctrl+click for individual devices or Shift+click for multiple devices).



NOTE

Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

- 7. Use 🔇 to move only the selected locking devices or 🔇 to move all locking devices.
 - → The selected locking device in the left-hand column is added to the access level.

Berechtigungsgrup Hier können Sie Schließungen zu der	ope – Schlie Berechtigungsgrupp	eßungen e hinzufügen							
1 Details	AUSGEWÄHLT (1)					NICHT AUSGEWÄHLT (1)			
2 Türen	Name ^			Etag∈♡	c	Name ^ 🏹	Bereich S	🛛 Raun 🖓	Etag∉♥
3 Transponder	Gryffindor dormitor	у			G	Hufflepuff dormitory			G
					<				
					«				
					>				
					»				
	<		_		>	<			>
						< Zurück	Weiter > Fertigs	tellen	Abbrechen
3. Click on the	🛑 Trar	Isponders	; tab.						



→ Window switches to the "Transponders" tab.

Berechtigungsgru Hier können Sie Transponder zu de													
1 Details	AUSGEWÄ	ÄHLT (0)							NICHT AUSGEWÄH	LT (4)			
2 Türen	Nachn	ai ^ 🍸	Vorname	∑ S/N	٢	7 в	eschreibung 🏹		Nachnai ^ 🍸	Vorname 🖓	S/N	7	Beschreibung 🖓
3 Transponder									Granger	Hermine			
									Lovegood	Luna			
									Weasley	Ron			
									Weasley	Fred			
								<					
								«					
								>					
								»					
	<	_	_	_	_	_			<		_		>
									< Zurück	Weiter >		Fertigstellen	Abbrechen
										weiter 2		rerugstellen	Abbrechen

- 10. Select all identification media that you wish to add to the access level (Ctrl+click for individual media or Shift+click for multiple media).



NOTE

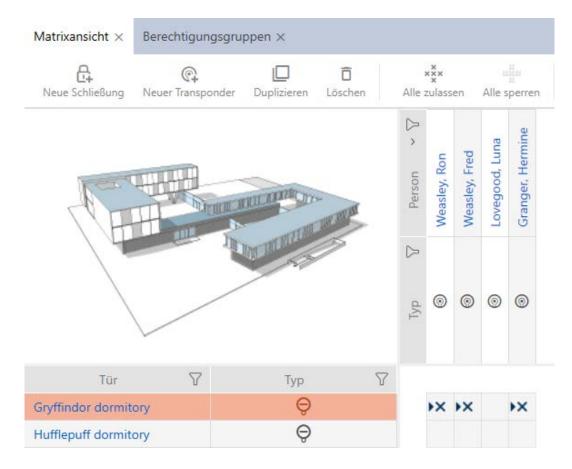
Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

- 11. Use < to move only the selected identification media or < to move all locking devices displayed.
 - → The selected identification media in the left-hand column are added to the access level.

Berechtigungsgru Hier können Sie Transponder zu der	ppe - Tra ^{Berechtigungsgri}	anspond uppe hinzufügen	er						
1 Details	AUSGEWÄHLT (3)					NICHT AUSGEWÄH	LT (1)		
2 Türen	Nachnai ^ 🍸	Vorname 🍸	S/N T	Beschreibung 🖓		Nachnai ^ 🍸	Vorname 🖓	S/N 🖓	Beschreibung 🖓
3 Transponder	Granger	Hermine				Lovegood	Luna		
	Weasley	Ron							
	Weasley	Fred							
					<				
					«				
					>				
					>>				
	<			>		<			>
						< Zurück	Weiter >	Fertigstellen	Abbrechen

- 12. Click on the Finish button.
 - \mapsto The access level window closes.
 - → All identification media in this access level are authorised for all locking devices in this access level.
 - → Matrix view is visible again.
- 13. Click on the Refresh 🛱 button.
- ➡ Matrix displays authorisations from your access level (identified by a small triangle next to the cross).



You can also overwrite individual authorisations from access levels manually. For example, it is possible to remove authorisation from an identification medium that would actually be authorised for a locking device.

Proceed as with the normal assignment of individual authorisations (see *Changing individual authorisations (cross)* [> 256]). In this case, it is only the cross that disappears, not the triangle:



The triangle continues to indicate that there is actually an authorisation from an access level here.

17.2.2.2 Exporting access levels as a list

All access levels in your locking system can be exported as a PDF.

The PDF shows exactly the same access levels in exactly the same order as in AXM Lite.

This means that you can sort and filter the display before exporting. It also allows you to sort and filter the exported list.

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

DVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🔊 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	1 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Zeitplansteuerung
 - \mapsto The AXM bar will close.

Ber	echtigungsgrupp	en \times				
	+ <u>¯</u> Neu Löschen	E	↑ X (port Anzeigefilte	er lösch	nen	~~ 0
	Name	\mathbb{Y}	Beschreibung	Y	Anzahl Schließung 🖓	Anzahl Transpond 🖓
>	Gryffindor				1	3
	Hufflepuff				0	0
	Ravenclaw				0	0
	Slytherin				0	0

- 3. Click on the Export \uparrow button.
 - \mapsto The Explorer window will open.
 - → Explorer window closes.
- \vdash The identification media displayed are exported as a PDF file (DIN A4).

Simons Voss

Alle Berechtigungsgruppen für die Schließanlage 'Hogwarts 1'

Name	Anzahl Schließungen	Anzahl Transponder
Gryffindor	1	3
Hufflepuff	0	0
Ravenclaw	0	0
Slytherin	0	0

Simons**=**Voss

17.2.3 Controlling authorisations in terms of time (schedules)

Time management in AXM Lite comprises:

- Time schedules for locking devices
- Time groups for transponders

You can find a detailed description and an example here: *Event* management [+ 366].

You can only create time groups using a schedule in AXM Lite. The first step after creating a concept is therefore a schedule: *Creating a schedule* [+ 45].

Schedules and time groups in multiple locking systems

Schedules and time groups created in a locking system can be configured throughout the project. You will also find them available for selection in other locking systems, provided that this locking system is in the same project. Changes to schedules and time groups therefore also apply equally to all locking systems within a project.

This does not affect locking systems in other projects. You cannot see or configure schedules and time groups from other projects.

17.2.3.1 Adding locking devices to the schedule

Ideally, you should create your schedules before the locking devices (see *Best practice: setting up the locking system* [\bullet 29]). You can then add your locking devices to the schedule while you are creating each locking device (see *Creating a locking device* [\bullet 182]).

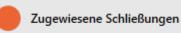
Sometimes, however, you have already created locking devices and only later decide to control authorisations in terms of time, for example. In this case, you simply add the locking devices to your schedules at a later date.

There are two ways to do this:

Locking	device window	Schedule window
Schließung - Det Tre körens Sin Dicklis der Schler Creftparken Anstellung Zestel Aktionen Hending Einschliegergruppen Einschlieber Einschlieber Einschlieber		Zeitplan - Schließungen zu dam Zeiplan binzubigen Und zuschlicht im Auszahlert im Auszahler
	e used directly when creating the ng device	Can be used directly when creating the schedule
Only of point	one locking device possible per access	 Multiple locking operations possible per access point

In this section, you will learn how to add locking devices to a schedule in the time schedule window (see *Limiting authorisations for locking devices to specific times (schedule) [> 220]* for adding using the locking device properties).

- ✓ AXM Lite open.
- ✓ Schedule created (see *Creating a schedule* [▶ 45]).
- ✓ Schedule window open (see *Creating a schedule* [▶ 45]).
- ✓ Locking device equipped with .ZK option.
- 1. Click on the Assigned locks tab.



→ The schedule window changes to the "Assigned locks" tab.

Zeitplan – Schliel ^{Hier} können Sie Schließungen zu	Bu dem	INGEN 1 Zeitplan hinzufü	igen												
1 Details		AUSGEWÄHLT (0)								ÁHLT (2)					
2 Zeitgruppen		Name	$^{\gamma}$	Zeitplan	\bigtriangledown	Raun	Etag€♡	C	Name	~ 7	Zeitplan	Y	Raun 🖓	Etag€♡	C
3 Zugewiesene Schließungen									Gryffindor do Hufflepuff do						G
									нитерит ао	rmitory					G
								<							
								«	l						
								>							
								>	l						
		<						>	<	_				_	>
						We	iteres Obje	kt ersteller	n < Zurück		Weiter >	Fertigstel	len A	bbrechen	

- 3. Select all locking devices that you wish to assign (Ctrl+click for individual devices or Shift+click for multiple devices).

NOTE

Double-clicking as an alternative to arrow keys

Double-clicking an entry in the list will also move this entry to the other column.

4. Use 🚺 to move only the selected locking devices or 🔣 to move all locking devices.



NOTE

Locking devices from other schedules

Locking devices from other schedules are also listed. They can also be moved from other schedules to the current schedule.

- 1. Filter/sort the displayed locking devices.
- 2. Check whether the selected locking devices are already being used in another schedule.
 - ➡ The locking devices in the left-hand column are added to the schedule.

Zeitplan - Schließ Hier können Sie Schließungen zu	3u	NGEN Zeitplan hinzufügen									
1 Details		AUSGEWÄHLT (1)					NICHT AUSGEWÄHLT (1)				
2 Zeitgruppen		Name ^ 🏹	Zeitplan 🛛 🖓	Raun 🍸	Etag∉♡	C	Name ^ 🏹	Zeitplan 🛛 🍸	Raun 🖓	Etag€♡	C
3 Zugewiesene Schließungen		Gryffindor dormitory				G	Hufflepuff dormitory				G
						<					
						«					
						>					
						»					
		<				>	<				>
				We	iteres Obje	ekt ersteller	< Zurück	Weiter > Fertigste	llen A	bbrechen	I.

- 5. Click on the Finish button.
 - \mapsto Schedule window closes.
- └→ Locking devices are now added to the schedule.

17.2.3.2 Adding identification medium to time group

Ideally, you should create your time groups before the locking devices (see *Best practice: setting up the locking system* [\bullet 29]). You can then add your identification media to the time groups when you create them (see *Creating an identification medium* [\bullet 77]).

An identification medium can only be added to a time group in its properties.

Time groups with multiple locking systems

You can use identification media in multiple locking systems (see Reuse identification medium in the same project and Reusing identification medium in other projects/databases). The same identification medium may have a different time group in each locking system. You can therefore select the locking system in the identification medium details in the top right-hand corner and select the properties for this locking system.

	ansponder – De r können Sie die Details des Tra		Hogwarts Synchronisiere	n In Matrix anzeigen
0	Details	TRANSPONDER DETAILS		
2	Personendetails	Seriennummer	0301A4D	
	Transponderkonfiguration	Transpondertyp	Transponder	~
0		Firmware Version	3.2.19	
4	Zusätzliche Schließanlagen	Letzte Synchronisierung	06.05.2024 15:37:12	
6	Berechtigungsgruppen	Sync	Programmiert	
6	Hashtags	Batteriestatus	Ok	
0	Aktionen	Zeitigruppe	Zeitgruppe 2	×
8	Begehungsliste	Beschreibung		
9	Berechtigte Türen			
			< Zurück Weiter > Fertigstelk	en Abbrechen

If you change the locking system in the drop-down menu, you can select a different time group for the identification medium in this different locking system.

	ansponder – De können Sie die Details des Tra		Hogwarts 2 Synchronisieren In Matrix anzeigen
0	Details	TRANSPONDER DETAILS	
2	Personendetails	Seriennummer	0301A4D
6	Transponderkonfiguration	Transpondertyp	③ Transponder ~
0		Firmware Version	3.2.19
4	Zusätzliche Schließanlagen	Letzte Synchronisierung	06.05.2024 15:37:12
5	Berechtigungsgruppen	Sync	Programmiert
6	Hashtags	Batteriestatus	Ok
7	Aktionen	Zeitignuppe	Zeitgruppe 1 ~
8	Begehungsliste	Beschreibung	
9	Berechtigte Türen		
			< Zurück Weiter > Fertigstellen Abbrechen

PIN code keypads can only be used for one locking system. For this reason, you can select just one time group per PIN for PIN code keypads.

Add card/transponder to time group

Transponder – De Hier können Sie die Details des Tr		· · · · · · · · · · · · · · · · · · ·	X anzeigen
1 Details	TRANSPONDER DETAILS		
2 Transponderkonfiguration	Seriennum	er n/a	
3 Berechtigungsgruppen	Transponder	/p © Transponder	~
	Firmware Vers	n	
4 Hashtags	Letzte Synchronisien	Ig	
5 Aktionen	S	nc Erstprogrammierung	
6 Begehungsliste	Batteriesta	15	
7 Berechtigte Türen	Zeitgru	as 📃 Xaliyupe I	
	Beschreib	g	
	PERSONENDETAILS		
	Nachname	Veasley	
	Vorname	lon	
	Personalnummer	/N-1	
		< Zurück Weiter > Fertigstellen Abb	prechen

- ✓ AXM Lite open.
- 1. Click on the identification medium to be added to a time group.
 - └→ The identification medium window will open.
- 2. Select the 🔽 Time group checkbox.
- 3. Select the time group from the ▼ Time group drop-down list (e.g. "Time group").
- 4. Click on the Finish button.
 - └→ The identification medium window closes.
- \vdash Identification medium has been added to the time group.

PinCode – De tte geben Sie die Eigense	chaften der PinCode ein.	Hogwarts	Synchronisieren In Matrix anzeige
Details	PINCODE - DETAILS		
Hashtags	Seriennummer	NKAK	
	Тур	PinCode	\sim
Aktionen	Firmware Version	1052	
	Name	ffindor electronic portrait	
	Schließung	ffindor tower	~
	Pinlänge	~	
	- Letzte Synchronisierung	 04.2024 14:34:39	
	Sync	grammiert	
	Batteriestatus		
	PINS		
	✓ 1 Pin Name	lents PIN **** 🛛 Sync Berechtigt	Status Programmiert
	Gültig ab	Gültig bis	ō
	Guild ap		U
	∧ 2 Pin Name	essors PIN **** • Sync Berechtigt	Status Programmiert
			Hinzufügen

Adding PINs from a PIN code keypad to the time group

- ✓ AXM Lite open.
- PIN code keypad created with PINs (see *Creating PIN code keypads* [> 83]).
- ✓ Time groups created (see *Create time group* [▶ 49]).
- 1. Click on the PIN to be added to a time group.
 - → The window will open for the associated PIN code keypad.
- 2. Expand the PIN settings with the \checkmark button.
- 3. Select the 🗹 Time group checkbox.
 - → A drop-down menu will appear.

Zeitgruppe	~	~

4. Select the time group that you require.

		Das Feld ist erforderlich
Zeitgruppe	~	^
		Zeitgruppe 1
		Zeitgruppe 2

- 5. Click on the Finish button.
 - \mapsto The window for the PIN code keypad closes.
- → PIN has been added to the time group.

Zeitgruppe 🗹 Zeitgruppe 1

Cross	Meaning
	Not authorised.
×	Authorised in the database but not programmed yet.
×	Authorised and programmed.
24	Authorisation withdrawn, but authorisation removal not programmed yet.
•×	Authorised by an access level in the database, but not programmed yet.
\sim	Authorised and programmed by an access level.
\$ <	Authorisation available and programmed by an access level; this authorisation has been removed manually. Authorisation removal not programmed yet.
•	Authorisation by an access level available, but this au- thorisation was removed manually before program- ming.
	Authorised and programmed, but identification me- dium has been blocked (e.g. after theft).
-	Not authorised; identification medium has been blocked (e.g. after theft).
_	or: not possible, e.g. PIN code keypad has been as- signed to another locking device.

18. Locking systems

18.1 Changing locking system password

IMPORTANT

Keep locking system password accessible and secure

The locking system password is the most important password of all. For security reasons, SimonsVoss is not able to reset any components without a locking system password or backup. There is no general master key.

It is no longer possible to program components if the locking system password is no longer known or can no longer be recovered from a backup. The components must be removed from locks and disposed of, which takes a great deal of effort.

- 1. Ensure that authorised persons can be view and/or access the locking system password at any time.
- 2. Take into account both foreseeable events (e.g. locking system administrator retires) and unforeseeable events (e.g. locking system administrator leaves post).



NOTE

Programming required after changed locking system password

All data exchanged between locking devices and identification media is encrypted. The locking system password is required for this encryption. This means that a change in locking system password needs to be communicated to all locking devices and all identification media.

Changing the locking system password causes the greatest programming requirement of all possible changes in your database.

The locking system password generated when the project was created is saved in a text file (**Documents/SimonsVoss**).

📙 > Dieser PC > Dokumente	e > Simoi	nsVoss	~	U	م
erate	* ^	Name			
atenbank	*	Passwort Information	en AXM	Lite Pro	oject

Passwort Informationen AXM Lite Project.txt - Editor -							
Datei Bearbeiten Format Ansicht	Hilfe						
þies ist das Schließanlagenpasswort für das Projekt: AXM Lite Project							
Das Passwort lautet:	Das Passwort lautet:						
Bitte sichern Sie diese Datei oder drucken Sie sie aus.							
<						>	
Z	e 1, Sp 1	100%	Windows (CRLF)	UTF-8	3		

- ✓ Old locking system password is known.
- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

E AXM Lite 🔒 🛞	କ୍ତ			– Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🧭 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	a Access Levels			Download error logs
	C Time Plan Management			

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

→ The [Locking systems] tab with a list of all locking systems in the database will open.

	+ 🕅 🕅 🖌				
N	leu Anzeigefilter löschen				
	Name	~ 7	Тур	7	Beschreibung
>	Hogwarts		Nur Transponder		

2. Click on the locking system whose password you wish to change.→ The locking system window will open.

Details	Name	Hogwarts	
Passwort	Тур	Nur Transponder	
	Beschreibung		
		< Zurück Weiter >	Fertigstellen
		< Zuluck Weiter >	Fertigstellen

3. Click on the Password tab.



└→ Window switches to the "Password" tab.

Schließanlage – Hier können Sie das Passwort d							
1 Details	Passwort						
2 Passwort	Altes Passwort						
	Passwort						
	Passwort bestätigen						
	Qualität						
	Komplexität sollten zi	sätzlich Zahlen und Sonde	rzeichen (I\$%&?+-#*) verwendet werden.			
				< Zurück	Weiter >	Fertigstellen	Abbrechen

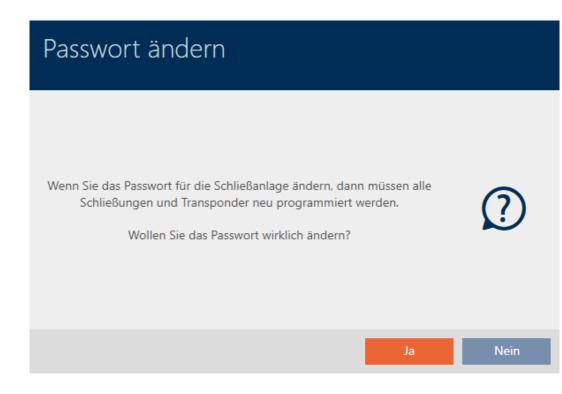
- 4. Enter the old locking system password in the *Old password* field.
- 5. Enter a new locking system password with at least 8 characters in the *Password* field.
 - \vdash A coloured bar shows you how secure your password is.

Quality 📕

6. Confirm the new locking system password in the *Confirm password* field.

Schließanlage – Passwort Hier können Sie das Passwort der Schließanlage bearbeiten								
1 Details	Passwort							
2 Passwort	Altes Passwort	*****						
	Passwort	******						
	Passwort bestätigen							
	Qualität							
		t sollte zur Sicherheit aus Groß- und Kleinbuchstaben bestehen, bei einer Zeichenlänge von min. 8 Zeichen. Zur Erhöhung der usätzlich Zahlen und Sonderzeichen (I\$%&?+-#*.;;) verwendet werden.						
		< Zurück Weiter > Fertigstellen Abbrechen						

- 7. Click on the Finish button.
 - ➡ Warning message appears about the expected scope of programming required.



- 8. Click on the Yes button.
 - → Warning message closes.
- → Locking system password has been changed.

Information	
Das Passwort der Schließanlage wurde erfolgreich geändert.	\bigcirc
	ОК

IMPORTANT

Documenting the changed locking system password

When a project is created, a locking system password is generated and saved in a text file. This text file is not updated if you change the locking system password.

Enter the locking system password in the text file yourself or make sure that the new locking system password is documented in another way.

18.2 Using a common locking level

With a common locking level, you can use a transponder in multiple locking systems in the same project (e.g. for fire service transponders). See Detail function for the overarching locking levels for further information on common locking levels.

Setting up a common locking level consists of several parts:

1. Create a common locking level and assign it to this locking system (see *Creating a common locking level [285]*).

- 2. Create a transponder in one of the assigned locking systems (see *Creat-ing transponders for common locking level* [> 287]).
 - → Transponders are automatically created in all locking systems that have been assigned to the common locking level.
- 3. Authorise the transponder in the assigned locking systems (see *Author*-*ising a transponder with common locking level* [▶ 288]).

18.2.1 Creating a common locking level

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

	*			- 6	
AXM Lite	6			Q. Global search	
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP	
Dashboard	🥔 Matrix View	Cocations	Locking Systems	About AX Manager	
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support	
Backup	🧭 Transponder	ill Hashtags	AX Manager settings	Check for updates	
Close Project	PinCode Keyboards		Programming devices	Feedback	
Close AX Manager	C Access Levels			Download error logs	
	Time Plan Management				

2. Select the Service Sets entry in the | SETTINGS | group.

EINSTELLUNGEN

- 🖉 Schließanlagen
- 🖈 Übergreifende Schließebenen
- 🖉 Benutzer

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

→ The [Service Sets] tab will open.

Ma	atrixansicht $ imes$	Übergreifende Schließeben	en ×				
	+ 🗍 Neu Löschen	😿 Anzeigefilter löschen					
	Name	^ ∑ Farbe	V	Anzahl Schli 🖓	Beschreibung	5	7

- 3. Click on the New button 🕂.
 - → The "Master locking level" window will open.



- 4. Enter the name of your common locking level in the *Name* field.
- 5. Select the colour of your common locking level (Green, Blue or Red).
- 6. Enter a description if required.
- 7. Click the Next button.
 - → Window switches to the "Password" tab.



- 8. Enter the password for your common locking level in the field.
- 9. Re-enter the password in the *Confirm password* field.
 - → A coloured bar shows you how secure your password is.

Quality

- 10. Click the Next button.
 - → Window switches to the "Assigned Locking Systems" tab.
- 12. Select the required locking systems in the right-hand column (Ctrl+click for single systems or Shift+click for multiple systems).
- 13. Use 🚺 to move only the selected locking systems or K to move all displayed locking systems.
 - → The identification medium will be available later in the assigned locking systems.



- 14. Click the Finish button.
 - → Explorer window for saving the password as a PDF will open.



- 15. Save the PDF with the password in a location of your choice and keep the password in a safe place.
 - → Password is now saved as PDF.



- → *Master locking level* window closes.
- Gommon locking level has been created and is [Service Sets] listed in the tab.

the second secon

You can now use this common locking level to create transponders that will appear in all assigned locking systems (see *Creating transponders for common locking level [287]*).

18.2.2 Creating transponders for common locking level

- ✓ AXM Lite open.
- ✓ List with transponders or matrix screen opened.
- Common locking level created and locking system assigned (see Creating a common locking level [+ 285]).
- 1. Switch to a locking system that you have assigned to the common locking level.
- 2. Click on the New transponder 🚱 button.
 - → The window for creating an identification medium will open.



- 3. Select the 🗹 Master locking level checkbox.
 - → Options for selecting the common locking level are displayed.
 - → Additional locking systems tab disappears.



4. Fill in the remaining options as for a normal transponder (see *Creating transponders and cards* [▶ 77]).

- 5. Click on the Finish button.
 - → The window for creating a new identification medium closes.
- ightarrow The transponder is created in all assigned locking systems.
- → Since it belongs to a common locking level, it is displayed in the locking level colour (red in the example).

Transponder in the first locking system:



Transponder in the second locking system:



You can now authorise the transponder created in multiple locking systems at the different locking devices in the locking systems (see *Authorising a transponder with common locking level* [> 288]).

After synchronisation is complete, the *Transponder* and *Colour* fields are displayed in the common locking level colour (example: red).



18.2.3 Authorising a transponder with common locking level

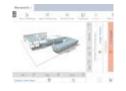
- ✓ AXM Lite open.
- Matrix screen open.
- Common locking level created (see *Creating a common locking level* [> 285]).
- ✓ Transponder created in common locking level (see Creating transponders for common locking level [▶ 287]).
- 1. Use the drop-down menu to switch from the common locking level to the locking system.



2. Assign all required authorisations in this locking system.



- 3. Use the drop-down menu to switch to the next locking system that you have assigned to the common locking level.
- 4. Assign all desired authorisations there as well.



- 5. Synchronise the locking devices and transponders as usual (see *Synchronising the locking device (including reading access list)* [> 291] and *Synchronising an identification medium* [> 303]).
- → Thanks to the common locking level, the same transponder can operate locking devices from different locking systems.

19. Synchronisation: Comparison between locking plan and reality

Since the G2 protocol was introduced, it is up to you whether you synchronise the locking device or the identification medium for a new authorisation, for example.

Synchronising a locking device	Synchronising an identification medium
Synchronising the locking device (in- cluding reading access list) [• 291]	Synchronise a card/transponder (in- cluding importing physical access list) [• 304]
Useful if many identification media have been authorised for a locking device. In this case, only one locking device needs to be synchronised in- stead of many identification media.	Useful if an identification medium has been authorised for many lock- ing devices. In this case, only one identification medium needs to be synchronised instead of many lock- ing devices.

Other factors are important to consider when making this decision, such as:

└╜┠─╵─┨╙┚

- Available programming devices
- Locking device or identification medium on site
- Access list or physical access list imported

Synchronisation from the matrix

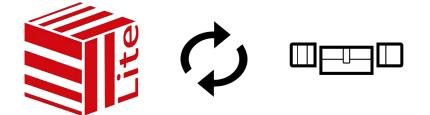
You can display the synchronisation requirement in the matrix. If you click directly on the \clubsuit icon, you immediately start synchronising the entry concerned.

Initial or regular synchronisation

An initial synchronisation (symbol: \bigcirc) differs from other synchronisations (symbol: \diamondsuit) due to the larger amount of data. In the case of AX locking devices, it is therefore preferable to use a SmartStick AX or a SmartCD.MP, especially for initial synchronisations.



19.1 Synchronising the locking device (including reading access list)



Synchronisation is bidirectional:

- Reading of data stored in the locking device (e.g. battery level)
- Writing of new data onto the locking device (e.g. authorisations)

Access lists can be imported separately (Read access list \square button). Access lists can also be easily read during synchronisation as an option (see *Reading access list/physical access list during synchronisation* [\rightarrow 327]).

The imported data can then be displayed (see *Display locking device* equipment and status [> 294] or *Displaying and exporting a locking* device's access list [> 296], for example).

- ✓ AXM Lite open.
- Locking device list or matrix view open.
- ✓ Suitable programming device connected.
- 1. Click on the locking device you wish to synchronise.
 - → The locking device window will open.

Schließung – Det Hier können Sie Details der Schlie			C Synchronisieren	In Matrix anzeigen
1 Details	SCHLIEBUNGSDETAILS			
2 Konfiguration	Seriennum	er 0083TPRU		
	Schließungs	γp ♀ Schließzylinder		~
3 Ausstattung	Bestello	e SV-Z5.EU.CO.35-35.AM.G2.ZK		
4 Zustand	Firmware Vers	on 1.1.541		
5 Aktionen	Letzte Synchronisier	ig 18.05.2021 17:13:31		
6 Berechtigungsgruppen	S	nc Programmiert		
7 Hashtags				
8 Zutrittsliste	TÜRDETAILS			
9 Berechtigte Transponder	Name Gr	findor dormitory		
·	Tür-Code DO	00001		
	Beschreibung			
	✓ GEBÄUDEDETAILS	✓ ZEITFUNKTIONEN		
	Raumnummer	Zeitplan	~	+ Neu
	Etage	Zeitumschaltung 🗸 Zeitu	mschaltung 1 🛛 🗸	+ Neu
	Standort St	ndort (Standard)	~	+Neu
	Calenda C	< Zurück Weite	er > Fertigstellen	Abbrechen

- 2. Click on the Synchronisation button c.
 - └→ Synchronise window will open.

chließung r können Sie die Scl	Synchronisieren IIeßung synchronisieren	Konfiguration
Schließanlage H	ogwarts	
Schließung H	ufflepuff dormitory	Schließung erkenn
ogrammiergerät	SmartCD aktiv	~
HLIEBUNGSDATEN		¢
etzte Synchronisier	ing	Synchronisieren
	/nc Erstprogrammierung	
Batteriesta	- 7 -1-1- 4	
Zeitumschalt		En la companya de la companya
		Zutrittsliste auslese
		Zurücksetzen
		Schließe

3. Select the programming device which you wish to use to synchronise from the ▼ Programming device drop-down menu.



NOTE

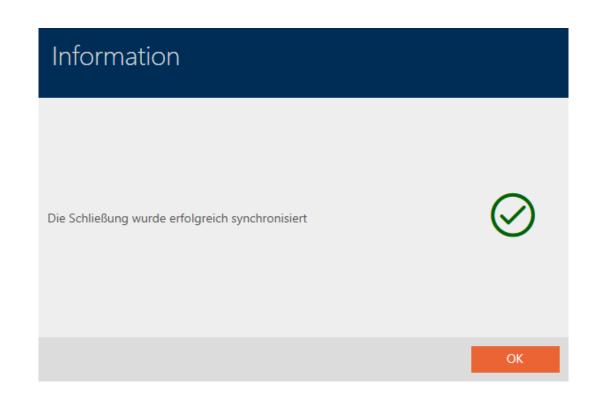
AX components: SmartCD.MP or SmartStick AX for initial synchronisation

A great deal of data is transferred during initial synchronisation of AX components. The carrier frequency and, consequently, the transmission speed is significantly higher with the SmartCD.MP or SmartStick AX.

- It is especially important to use a SmartCD.MP or a SmartStick AX for initial synchronisation of AX components.
- 4. Click on the Synchronisation button \clubsuit .
 - └→ Locking device is being synchronised.

	g synchronisieren Schließung synchronisieren		Konfiguration
Schließanlage Schließung Programmiergerät	Hogwarts Gryffindor dormitory SmartCD aktiv (beschäftigt)		Schließung erkennen
Schließanla	Programmierung	Bitte halten Sie die Schließung in die Nähe des	Synchronisieren Eze Status auslesen Zutrittsliste auslesen Zurücksetzen
			Schließen

 \mapsto Locking device is synchronised.





NOTE

First transponder activation rejected after initial programming of AX products

If a transponder is the first identification medium to be activated after initial programming, the transponder can be rejected once and synchronised with the locking device in the background. Transponders will then function as normal.

19.1.1 Display locking device equipment and status



NOTE

Displayed status corresponds to the last synchronisation

AXM Lite displays the status stored in the database at this point.

- ✓ AXM Lite open.
- ✓ Locking device synchronised at least once.
- 1. Click on the locking device whose status you wish to display.
 - → The locking device window will open.

	g – Details tails der Schließung bearbeiten					Ç Synchronisieren	In Matrix anzeigen
1 Details	SCHLIEBUNGSDETAI	s					
2 Konfiguration	Serienn	ummer 0083TPRU					
	Schließu	ngstyp 🛛 Schließzylind	der				~
3 Ausstattung	Best	ellcode SV-Z5.EU.CO.35-3	35.AM.G2.ZK				
4 Zustand	Firmware	/ersion 1.1.541					
5 Aktionen	Letzte Synchroni	ierung 18.05.2021 17:13	31				
6 Berechtigungsgr	uppen	Sync Programmiert					
7 Hashtags							
8 Zutrittsliste	TÜRDETAILS						
9 Berechtigte Tran		Gryffindor dormitory DC-00001					
	Beschreibung						
	✓ GEBÄUDEDETAILS			~ ZEITFUNKTIONEN			
	Raumnummer			Zeitplan		~	+ Neu
	Etage			Zeitumschaltung	 Zeitumscha 	ltung 1 🛛 👻	+ Neu
	Standort	Standort (Standard)	~	Feiertagsliste		~	+ Neu
	C.L	C-1-2d- (Ckanadana)		< Zurück	Weiter >	Fertigstellen	Abbrechen

2. Click on the Features tab.



- → Window switches to the "Features" tab.
- → Imported equipment features are displayed (only for locking devices that have already been synchronised).

Abkürzung	Beschreibung
Z5	Digital Zylinder AX
EU	Europrofil
CO	Comfort
30-30	Baulänge - Außenlänge 30 mm - Innenlänge 30 mm
A	Aktiv
G2	Produktgeneration G2
ZK	Zutrittsprotokollierung / Zeitzonensteuerung
LN	LockNode

3. Click on the State tab.



- └→ Window switches to the "State" tab.
- → The imported status is displayed (only for locking devices that have already been synchronised).

Zustand beim letzten Auslesen: 18.05.2021 17:11:28
Batteriezustand: Ok
Notfreischaltung Deaktiviert Eingekuppelt

19.1.2 Displaying and exporting a locking device's access list

The ZK function (access control) enables your locking devices to log which identification media have been activated (see *Have accesses logged by locking device (access list)* [+ 228]). The logged access events can then be imported during synchronisation and written into the database (see *Reading access list/physical access list during synchronisation* [+ 327] and *Synchronising the locking device (including reading access list)* [+ 291]).

You can view and export the access list in the database.



NOTE

Displayed status corresponds to the last synchronisation

AXM Lite displays the status stored in the database at this point.

- ✓ AXM Lite open.
- Locking device synchronised at least once.
- 1. Click on the locking device whose access list you wish to display.
 - → The locking device window will open.

	ließung – De ⁻ innen Sie Details der Schlie							s	Ç iynchronisieren	In Matrix anzeigen
1 De	etails	SCHLIEBUNGSDETAILS								
2 Ko	onfiguration	Seriennumm	ner (0083TPRU						
	-	Schließungsty	typ	♀ Schließzylinder						~
3 Au	isstattung	Bestellcoo	de S	SV-Z5.EU.CO.35-35.AM.G2.Z	к					
4 Zu	istand	Firmware Versio	ion 1	1.1.541						
5 Ak	tionen	Letzte Synchronisierur	ing 1	18.05.2021 17:13:31						
6 Be	rechtigungsgruppen	Syr	/nc F	Programmiert						
7 На	ashtags									
8 Zu	ıtrittsliste	TÜRDETAILS								
O Re	rechtigte Transponder	Name Gryf	rffindo	or dormitory						
	rechagte mansponder	Tür-Code DC-	-00001	1						
		Beschreibung								
		✓ GEBÄUDEDETAILS				~ ZEITFUNKTIONEN				
		Raumnummer				Zeitplan			~	+ Neu
		Etage			_	Zeitumschaltung	~	Zeitumschaltur	ig 1 ~	+ Neu
		Standort Star	andort	t (Standard)	~	Feiertagsliste			~	+ Neu
		Colorado Col	L 2	- (Carriel1)		reiertagsliste				
						< Zurück		Weiter >	Fertigstellen	Abbrechen

2. Click on the Access list tab.



- └→ Window switches to the "Access list" tab.
- → The imported access list is displayed (only for locking devices that have already been synchronised).

	Erlaubt Erlaubt Erlaubt Erlaubt Erlaubt Erlaubt
DatumVBesitzerVS/NVZugriffZustand2.005.2021 21:17:00Weasley, Fred002U2EP8ErlaubtAktionen2.005.2021 21:17:00Weasley, Ron002U0KLCErlaubtBerechtigungsgruppen2.005.2021 20:37:00System NeustartErlaubtErlaubt0.05.2021 20:37:00SelbstverriegelungErlaubtErlaubtHashtags2.005.2021 20:35:00Weasley, Ron002U0KLCErlaubt2.005.2021 20:35:00Weasley, Ron002U0KLCErlaubt	Erlaubt Erlaubt Erlaubt Erlaubt Erlaubt Erlaubt
Zustand 20.05.2021 21:17:00 Weasley, Fred 002U2EP8 Erdubt Aktionen 20.05.2021 21:17:00 Weasley, Ron 002U0KLC Erdubt Berechtigungsgruppen 20.05.2021 20:37:00 System Neustart Erdubt Erdubt Bashtags 20.05.2021 20:37:00 Selbstverriegelung Erdubt Erdubt 20.05.2021 20:37:00 Selbstverriegelung Erdubt Erdubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erdubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erdubt	Erlaubt Erlaubt Erlaubt Erlaubt Erlaubt
Berechtigungsruppen 20.05.2021 20:37:00 System Neustart Erlaubt Hashtags 20.05.2021 20:37:00 Selbstverriegelung Erlaubt Junittiliste 20.05.2021 20:37:00 Weasley, Ron 002U0KLC Erlaubt	Erlaubt Erlaubt Erlaubt
Berechtigungsgruppen 20.05.2021 20:37:00 System Neustart Image: Fraubt Fraubt Hashtags 20.05.2021 20:37:00 Selbstverriegelung Erlaubt Erlaubt Zurrittsliste 20.05.2021 20:37:00 Weasley, Ron 002U0KLC Erlaubt	Erlaubt
Hashtags 20.05.2021 20:37:00 Selbstverriegelung Erlaubt Vasley, Ron 002U0KLC Erlaubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt	Erlaubt
Zutrittsliste 20.05.2021 20:35:00 Weasley. Ron 002UKLC Erlaubt	
Zuuntsiiste	
20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt	Erlaubt
Descriptions Tenness des	Erlaubt
20.05.2021 17:10:00 Uhrzeit neu gesetzt Verweigert	Verweigert
Berechtigte Transponder	

- 2. Click on the Export \uparrow button.
 - \mapsto The Explorer window will open.
- 3. Save the exported access list to a file directory of your choice.→ Explorer window closes.
- \mapsto The access list is exported.



Zutrittsliste für die Schließung 'Gryffindor dormitory'

Datum	Besitzer	S/N	Zugriff	Schließungskomponente
30.05.2021 04:57:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:55:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:54:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:53:00	##ServiceTld_IDS_AX_ SETTIME		Verweigert	Master
30.05.2021 04:42:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:37:00	##ServiceTld_IDS_AX_ SYSSTART		Erlaubt	Master
30.05.2021 04:37:00	##ServiceTld_IDS_TTL _SELF_CLOSE		Erlaubt	Master
21.05.2021 11:26:00	Weasley, Fred	002U2EP8	Erlaubt	Master
21.05.2021 11:26:00	Weasley, Ron	002U0KLC	Erlaubt	Master
21.05.2021 11:26:00	Weasley, Fred	002U2EP8	Erlaubt	Master
21.05.2021 11:13:00	Weasley, Ron	002U0KLC	Erlaubt	Master
21.05.2021 11:13:00	Weasley, Ron	002U0KLC	Erlaubt	Master
21.05.2021 11: <mark>1</mark> 3:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 21:17:00	Weasley, Fred	002U2EP8	Erlaubt	Master
20.05.2021 21:17:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 20:37:00	##ServiceTld_IDS_AX_ SYSSTART		Erlaubt	Master
20.05.2021 20:37:00	##ServiceTld_IDS_TTL _SELF_CLOSE		Erlaubt	Master
20.05.2021 20:35:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 20:35:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 20:35:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 17:10:00	##ServiceTld_IDS_AX_ SETTIME		Verweigert	Master
30.03.2019 00:45:00	##ServiceTld_IDS_DM _DOOR_CLOSED		Erlaubt	Master

Simons Voss

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1

19.2 Identifying an unknown locking device

If you have an unknown locking device, you can use, for example, the synchronise symbol (\textcircled{P}_{23}) to identify it and reset if necessary (see *Re-setting the locking device* [\blacktriangleright 300]).

- ✓ Suitable programming device connected.
- AXM Lite open.
- 1. Click on the \bigoplus_{α} icon in the header.



└→ The "Synchronise lock" window will open.

Schließanlage	Hogwarts		
Schließung			Schließung erke
rogrammiergerät	SmartCD aktiv	~	
			¢
			Synchronisier
			Status auslese
			Zutrittsliste ausl
			ΠŸ
			Notöffnung
			E.
			Zurücksetze
			Ē
			DM Fehler zurücksetze
			Larocisetze

2. Select the programming device you wish to use to identify your locking device from the ▼ Programming device drop-down menu.



- 3. Click on the Detect lock button $\frac{1}{100}$
 - └→ Locking device is identified.

Schließanlage	Hogwarts	~	
	Hufflepuff dormitory Ø SmartCD aktiv (beschäftigt)	~	Schließung erke
			Ç Synchronisier
			Status auslese
	Schließung auslesen		Zutrittsliste ausl
Erkennung o	der Schließung läuft Bitte legen Sie die Schließung in die I SmartCD's (ca. 5-20 cm)	Nähe des	Zurücksetzer
Abbree	chen		
			2

└→ Locking device information is displayed in the locking device window.

chließun ^{er können Sie die}	g synchronisieren Schließung synchronisieren	Konfiguration
Schließanlage		
Schließung	0083TPRU	Schließung erken
ogrammiergerät	SmartCD aktiv	· · · · · · · · · · · · · · · · · · ·
HLIEBUNGSDATEN		¢
Schließungs ID	ohne Programmierung	Synchronisiere
Schließungstyp	Schließzylinder	A
Batteriestatus	Ok	Status ausleser
		∏≱.
		Zutrittsliste ausle
		Zurücksetzen
		Schließ

You can now reset the locking device, for example (see *Re-setting the locking device* [+ 300]).

19.3 Re-setting the locking device

You must reset a component such as a locking cylinder before it can be used for another locking device or another locking system.

- ✓ Suitable programming device connected.
- ✓ AXM Lite open.
- ✓ Locking device list or matrix view open.
- Click on the locking device you wish to reset.
 If you do not know the locking device, click on any locking device and identify the locking device (see *Identifying an unknown locking device* [> 298]). Then continue.
 - → The locking device window will open.

Schließung – De Hier können Sie Details der Schli	tails eBung bearbeiten	Synchronisieren In Matrix anzeigen
1 Details	SCHLIEBUNGSDETAILS	
2 Konfiguration	Seriennummer 0083TPRU	
3 Ausstattung	Schließungstyp 🛛 Schließzylinder	~
	Bestellcode SV-Z5.EU.CO.35-35.AM.G2.ZK	
4 Zustand	Firmware Version 1.1.541	
5 Aktionen	Letzte Synchronisierung 18.05.2021 17:13:31	
6 Berechtigungsgruppen	Sync Programmiert	
7 Hashtags		
8 Zutrittsliste	TÜRDETAILS	
Berechtigte Transponder	Name Gryffindor dormitory	
- bereeningie multiponder	Tür-Code	
	Beschreibung	
	✓ GEBÄUDEDETAILS ✓ ZEITFUNKTION	IEN
	Raumnummer Zeit	plan v + Neu
	Etage Zeitumschalt	tung 🗸 Zeitumschaltung 1 🗸 + Neu
	Standort (Standard) Verticada V	sliste ~ + Neu
	C-Land- C-Land- (Geoderal)	
	< Zu	rrück Weiter > Fertigstellen Abbrechen

- 2. Click on the Synchronisation button ϕ .
 - └→ Synchronise window will open.

Schließanlage	Hogwarts	
Schließung	Hufflepuff dormitory	Schließung erken
rogrammiergerät	SmartCD aktiv	~
CHLIEBUNGSDATEN		Ċ
Letzte Synchronisi	erung	Synchronisiere
	Sync Erstprogrammierung	
Batterie	status	
Ze	itplan Zeitplan 1	
Zeitumsch	altung	Zutrittsliste ausle
		Lucitoniste duste
		Zurücksetzen
		Schlief

3. Select the programming device from the ▼ Programming device dropdown menu with which you wish to reset your locking device.



- 4. Click on the Reset button .
 - \mapsto The locking device is reset.

Schließung synchronisieren Hier können Sie die Schließung synchronisieren		Konfiguration
Schließanlage Hogwarts Schließung Gryffindor dormitory (0083TPRU) Programmiergerät Ø SmartCD aktiv (beschäftigt)	* 	Schließung erkennen
Die Schließung wird zurückgesetzt Abbrechen	Verbindung aufgebaut Bitte halten Sie die Schließung in die Nahe des SmartCD's (ca. S-20 cm) bis die Programmierung abgeschlossen ist	synchronisieren Eze Status auslesen Zutrittsliste auslesen Zurücksetzen
		Schließen

- 5. If necessary, accept the query asking whether the access lists should be imported again beforehand.
- └→ Locking device is reset.

Information	
Die Schließung wurde erfolgreich zurückgesetzt	\bigcirc
	ОК

19.4 Synchronising an identification medium

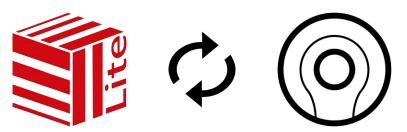
Synchronisation is bidirectional:

- Importing of data stored in the identification medium (e.g. battery level)
- Writing new data onto the identification medium (e.g. authorisations)

Physical access list can be imported separately (Read personal audit trail button). Physical access lists can also be imported easily during synchronisation as an option (see *Reading access list/physical access list during synchronisation* [+ 327]).

The imported data can then be displayed (see *Displaying the identification medium battery status* [> 306] or *Displaying and exporting physical access lists for cards/transponders* [> 307], for example).

19.4.1 Synchronise a card/transponder (including importing physical access list)



The following example shows how to synchronise a transponder.

- ✓ Suitable programming device connected.
- ✓ AXM Lite open.
- ✓ Identification media list or matrix view open.
- 1. Click on the identification medium you wish to synchronise.
 - → The identification medium window will open.

Transponder – Hier können Sie die Details de		Synchroi	nisieren In Matrix anzeigen
1 Details	TRANSPONDER DETAILS		
2 Transponderkonfiguration	Seriennummer	n/a	
3 Berechtigungsgruppen	Transpondertyp	Transponder	~
	Firmware Version		
4 Hashtags	Letzte Synchronisierung		
5 Aktionen	Sync	Erstprogrammierung	
6 Begehungsliste	Batteriestatus		
7 Berechtigte Türen	Zeitgruppe	test	~
	Beschreibung		
	PERSONENDETAILS		
	Nachname We	iley	
	Vorname Ror		
	Personalnummer PN		
		< Zurück Weiter > Fertig	gstellen Abbrechen

- 2. Click on the Synchronisation button \clubsuit .
 - └→ Synchronise window will open.

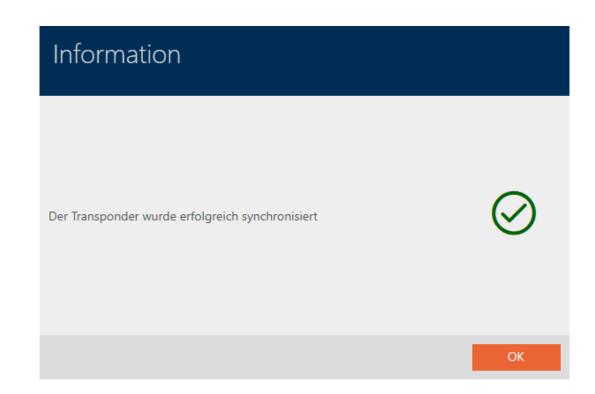
	er synchronisieren Iransponder synchronisieren	Konfiguration
Schließanlage	Hogwarts	
Transponder	Weasley, Ron	Transponder erken
rogrammiergerät	SmartCD aktiv	· · · · · · · · · · · · · · · · · · ·
RANSPONDERDATEN		¢
Letzte Synchronisi	rung	Synchronisieren
	Sync Erstprogrammierung	@
Batterie		Status auslesen
Zeitg		
	ATENSÄTZE	Zurücksetzen

3. Click on the Synchronisation button c.

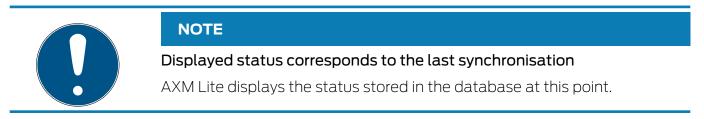
Schießanlage Hegants • Tansponde Weakey, Ron • Pogrammiergent Image: SnartCD aktiv (beschäftigt) • Forgammiergent Pogrammiergent Pogrammiergent Pogrammiergent Image: Pogrammiergent Pog		er synchronisieren Transponder synchronisieren			Konfiguration
Synchronisieren Verbindung aufgebaut Schließanlagendaten werden eingerichtet Verbindung aufgebaut Image: Schließanlagendaten werden eingerichtet	Transponder	Weasley, Ron		~	
Schließen		endaten werden eingerichtet	Halten Sie den Transponder im Abstand von 10-30 cm zum SmartCD bis die		Synchronisieren Ce Status auslesen Begehungsliste auslesen Zurücksetzen

└→ Identification medium is synchronised.

 \vdash ID medium is synchronised.



19.4.1.1 Displaying the identification medium battery status



- ✓ AXM Lite open.
- ✓ Identification medium synchronised at least once.
- Click on the identification medium whose status you wish to display.
 - \mapsto The identification medium window will open.

Transponder – D Hier können Sie die Details des T			Synchronisieren In Matrix anzeigen
1 Details	TRANSPONDER DETAILS		
2 Transponderkonfiguration	Seriennumm	002U0KLC	
	Transponderty	Transponder	~
3 Berechtigungsgruppen	Firmware Versio	3.2.19	
4 Hashtags	Letzte Synchronisierur	20.05.2021 20:16:25	
5 Aktionen	Syn	Programmiert	
6 Begehungsliste	Batteriestat	ОК	
7 Berechtigte Türen	Zeitgrupp	test	~
	Beschreibur		
	PERSONENDETAILS		
	Nachname N	easley	
	Vorname F	n	
	Personalnummer F	-1	
		< Zurück We	iter > Fertigstellen Abbrechen

- ► Battery status is displayed.
- 19.4.1.2 Displaying and exporting physical access lists for cards/transponders

If required, your identification media can log which locking devices they were activated on (see *Allow accesses to be recorded by identification media (physical access list) [• 103]*). The entries saved in this physical access list are then transferred to the database during synchronisation, for example (see *Synchronise a card/transponder (including importing physical access list) [• 304]*).

You can view and export the physical access lists saved in the database.



NOTE

Displayed status corresponds to the last synchronisation

AXM Lite displays the status stored in the database at this point.

- ✓ AXM Lite open.
- ✓ Identification medium synchronised at least once.
- 1. Click on the identification medium whose physical access list you wish to display.
 - └→ The identification medium window will open.

Tr _{Hie}	ansponder – D r können Sie die Details des Ti	etails ransponders bearbeiten		Synchronisieren In Matrix anzeigen
0	Details	TRANSPONDER DETAILS		
2	Transponderkonfiguration	Seriennummer	002U0KLC	
0	Berechtigungsgruppen	Transpondertyp	Transponder	<u> </u>
2		Firmware Version	3.2.19	
4	Hashtags	Letzte Synchronisierung	20.05.2021 20:16:25	
5	Aktionen	Sync	Programmiert	
6	Begehungsliste	Batteriestatus	Ok	
7	Berechtigte Türen	Zeitgruppe	test	~
		Beschreibung		
		PERSONENDETAILS		
		Nachname We	ley	
		Vorname Ro		
		Personalnummer PN		
			< Zurück	Weiter > Fertigstellen Abbrechen

2. Clicking on the ePrsonal audit trail tab



└→ Window switches to the "Personal audit trail" tab.

Fransponder – B lier können Sie bei aktivierter B	Begehungsliste legehungsliste die ausgelesenen B	Begehung	en des Transponders einseher				Ç Synchronisieren	In Matrix anzeiger
Details								
Transponderkonfiguration	☐ ↑ Löschen Export							
Berechtigungsgruppen								
Hashtags	Datum	7	Tür	7	S/N	7	LID	4
nasnags	21.05.2021 11:27:00		Gryffindor dormitory		0083TPRU		10000	
Aktionen	21.05.2021 11:13:00		Gryffindor dormitory		0083TPRU		10000	
Begehungsliste	21.05.2021 11:13:00		Gryffindor dormitory		0083TPRU		10000	
Berechtigte Türen	21.05.2021 11:13:00		Gryffindor dormitory		0083TPRU		10000	

- 4. Click on the Export \uparrow button.
 - → The Explorer window will open.

- 5. Save the exported physical access list to a file directory of your choice.
 → Explorer window closes.
- → Physical access list is exported.



Begehungsliste für den Transponder '002U0KLC'

Datum	Tür	S/N	LID	
21.05.2021 11:27:00	Gryffindor dormitory	0083TPRU	10000	
21.05.2021 11:13:00	Gryffindor dormitory	0083TPRU	10000	
21.05.2021 11:13:00	Gryffindor dormitory	0083TPRU	10000	
21.05.2021 11:13:00	Gryffindor dormitory	0083TPRU	10000	
Simons	Gedruc	kt am: 21.05.2021		

19.5 Identifying an unknown ID medium

19.5.1 Recognise unknown cards/transponders

- ✓ Suitable programming device connected.
- ✓ AXM Lite open.
- 1. Click on the $\overline{\mathbb{G}}_{\mathbb{C}}^{\mathbb{T}}$ icon in the header.



→ The "Synchronise transponder" window will open.

Transponder s Hier können Sie den Transpo	ynchronisieren ^{onder synchronisieren}	Konfiguration
Schließanlage Hogwa Transponder Weask Programmiergerät 🛛 S		- Transponder erkennen
TRANSPONDERDATEN Letzte Synchronisierung		Çə Synchronisieren
	Erstprogrammierung Aktiviert	Status auslesen
Zeitgruppe		Begehungsliste auslesen
	ATZE	Zurücksetzen

- Select the programming device which you wish to use to identify your identification medium from the ▼ Programming device drop-down menu.
- 3. Click on the Identify transponder button 🚱
- 4. Follow the instructions as necessary.
 - └→ Identification medium is identified.

Transponder synchronisieren Hier können Sie den Transponder synchronisieren		Konfiguration
Schließanlage Hogwarts Transponder Weasley, Ron Programmiergerät Image: SmartCD aktiv (beschäftigt)		Transponder erkennen
Variation Externance Externance Externance Abbrechen Externance	Verbinden Drücken Sie jetzt den Taster des Transponders 1x kurz in Abstand von 10-30 cm zum SmartCD	Gynchronisieren Gestus austesen Eegehungslate austesen Zurücksetzen
		Schließen

→ Information about the identification medium is displayed in the window.

Transponder Hier können Sie den Transp	synchronisieren						Konfiguration
Schließanlage Unbe	kannt					~	-
Transponder 002U	OKLC					~	- Transponder erkennen
Programmiergerät	SmartCD aktiv					~	-
TRANSPONDERDATEN							Ç) Synchronisieren
Letzte Synchronisierung							
Sync							(Carlor)
Status							Status auslesen
Batteriestatus	Ok						
Zeitgruppe							Begehungsliste auslesen
							orgenongsiste oostesen
✓ PROGRAMMIERTE DATENS	ÄTZE						5
Pos Schließanlage/	'SID	SID Extension	TID	Aktivierungsdatum	Verfallsdatum	Zeitgruppe	Zurücksetzen
1 Unbekannt (Slo	i=1537)	12028330	3202				

You can now reset the identification medium, for example (see *Resetting cards/transponders* [+ 312]).

19.5.2 Identifying unknown PIN code keypad

- Suitable programming device connected (SmartStick AX for PIN code keypad AX, SmartCD2.G2 for PIN code keypad 3068)
- ✓ AXM Lite open.
- 1. Click on the 🕄 icon in the header.



→ The "Synchronise PinCode" window will open.

PinCode s Hier können Sie die	ynchronisieren PinCode synchronisieren	
Schließanlage	Hogwarts ×	0
PinCode	v	PinCode erkennen
Programmiergerät	SmartCD aktiv	
		C) Synchronisieren
		Zurücksetzen
		Schließen

2. Select the programming device you wish to use to identify your PIN code keypad from the ▼ Programming device drop-down menu.



- 3. Click on the Detect PinCode button 😱
- 4. Follow the instructions as necessary.
 - → PIN code keypad is being read.

PinCode synchronisieren Hier können Sie die PinCode synchronisieren			
Schließanlage Hogwarts PinCode Programmiergerät 🖉 SmartStick AX (beschäftigt)			PinCode erkennen
PinCode auslesen PinCode wird ausgelesen	"??	Verbindung aufgebaut Bitte halten Sie zwischen Programmiergerät und Schließung einen Abstand von nicht mehr als 1m bis die Programmierung abgeschlossen ist	Ç Synchronisieren Eurücksetzen
			Schließen

└→ Information about the PIN code keypad is displayed in the window.

PinCode sync Hier können Sie die PinCod						
Schließanlage Hogw	arts					
PinCode 💿	Gryffindor electronic portrait (088NKAK)				,	 inCode erkennen
Programmiergerät 🕼	SmartStick AX					
					In Matrix anzeigen	Ç Synchronisieren
PINCODE DATEN						
Letzte Synchronisierung						Zurücksetzen
Status	Aktiviert					Zurucksetzen
Sync	Programmiert					
Batteriestatus	Ok					
Tür	Gryffindor tower					
^ 1 Pin Name	Students Sync	c Berechtigt	×	Status	Programmiert	
 2 Pin Name 	Professors Sync	c Berechtigt	×	Status	Programmiert	
 A 3 Pin Name 	House-Elfs Sync	c Berechtigt		Status	Nicht programmiert	
						Schließen

You can now reset the PIN code keypad, for example (see *Resetting the PIN code keypad* [+ 316]).

19.6 Resetting identification media

19.6.1 Resetting cards/transponders

You must reset a component such as a transponder before it can be used again for an identification medium or another locking system.

- ✓ Suitable programming device connected.
- ✓ AXM Lite open.
- ✓ Identification media list or matrix view open.
- Click on the identification medium you wish to reset.
 If the identification medium is not present in your locking system, identify the identification medium (see *Recognise unknown cards/ transponders [> 309]*). Then continue.
 - └→ The identification medium window will open.

	ransponder – De rkönnen Sie die Details des Tr			Hogwarts ~	Ç Synchronisieren	In Matrix anzeigen
0	Details	TRANSPONDER DETAILS				
2	Personendetails	Seriennummer	00XTN6K			
3	Transponderkonfiguration	Transpondertyp	Transponder			~
		Firmware Version	3.2.19			
4	Zusätzliche Schließanlagen	Letzte Synchronisierung	10.05.2024 06:16:19			
6	Berechtigungsgruppen	Sync	Programmiert			
6	Hashtags	Batteriestatus	Ok			
0	Aktionen	Zeitgruppe	Zeitgruppe 1			\sim
8	Begehungsliste	Beschreibung				
9	Berechtigte Türen					
				< Zurück Weiter >	Fertigstellen	Abbrechen
				Vener >	rengstellen	Abbiechen

- 2. Click on the Synchronisation \clubsuit button.
 - └→ Synchronise window will open.

Transponder synchronisieren tier können Sie den Transponder synchronisieren							
Schließanlage			<u>_</u>				
Transponder Programmiergerät		Weasley, Ron (00XTN6K) ~ SmartCD aktiv ~	Transponder erkennen				
TRANSPONDERDATEN		10.05.2024 06:16:19	Ç Synchronisieren				
	Sync	Programmiert Aktiviert	Status auslesen				
Batterie Zeitg	status ruppe	Ok	E. Begehungsliste auslesen				
^ PROGRAMMIERTE	DATEN	ÄTZE	Zurücksetzen				
			Schließen				

- 3. Select the programming device you wish to use to reset your identification medium from the ▼ Programming device drop-down menu.
- 4. Click on the Reset button
- 5. If necessary, select which of the existing data records you wish to reset.

	onder zurücksetzen ie die Datensätze aus. die zurückgesetzt werden sollen			
Pos	Schließanlage	TID	Zeitgruppennummer	Deaktivierung
1	Unbekannt (Sld=1537)	3202	0	Aktiviert
				· · · · · · · · · · · · · · · · · · ·



NOTE

Resetting data records from unknown locking systems

If a locking plan from a different project is stored on the identification medium, your AXM Lite does not recognise this locking system and indicates **Unknown**.

You can also select such data records using the checkbox in the "Pos" column. Since your AXM Lite does not know the locking system and thus doesn't know the locking system password either, you must enter the lock-ing system password for the unknown locking system in this case.

6. If necessary, enter the locking system password for the locking system to which this data record belongs.

Passwort – Schließanlage Bitte geben Sie das Passwort der unbekannten Schließanlage ein						
Schließanlage SID: 1537, TID: 3202						
	ОК	Abbrechen				

 \mapsto The checkbox for the data record to be reset is activated.

	onder zurücksetzen Sie die Datensätze aus, die zurückgesetzt werden sollen					
Pos	Schließanlage	TID	Zeitgruppennummer	Deaktivierung		
	1 Unbekannt (Sld=1537)	3202	0	Aktiviert		
					ОК	Abbrechen

- 7. Click on the OK button.
- 8. Follow any further instructions as necessary.
 - └→ Identification medium is being reset.

Schließanlage Ur	ibekannt			~	
Transponder 00	2U0KLC			~	Transponder erker
grammiergerät	SmartCD aktiv (beschäftigt)			~	
					C Synchronisiere
					G Status auslese
	Zurücksetzen	"Pa	Verbindung aufgebaut		Begehungsliste au:
Transponder wi	rd zurückgesetzt	í	Halten Sie den Transponder im Abstand von 10-30 cm zum SmartCD bis die Programmierung abgeschlossen ist		C Zurücksetzen
Abbreche	n)		

→ Identification medium is reset.

Information	
Der Transponder wurde erfolgreich zurückgesetzt	\bigotimes
	ОК

19.6.2 Resetting the PIN code keypad

You must reset a component such as a PIN code keypad before it can be used again for an identification medium or another locking system.

- Suitable programming device connected (SmartStick AX for PIN code keypad AX, SmartCD2.G2 for PIN code keypad 3068)
- ✓ AXM Lite open.
- ✓ PIN code list or matrix screen open.
- Click on the PIN code keypad you wish to reset.
 If the PIN code keypad is not present in your locking system, identify the PIN code keypad (see *Identifying unknown PIN code keypad* [> 311] in the AXM manual). Then continue.
 - → The PIN code keypad window will open.

PinCode syn Hier können Sie die PinCo				
Schließanlage Hoo	warts		~	
	Gryffindor electronic portrait (088NKAK)		~	(ii)
Programmiergerät 💪			~	PinCode erkennen
			In Matrix anzeigen	C) Synchronisieren
PINCODE DATEN				
Letzte Synchronisierun	08.05.2024 19:57:02			
Statu	Aktiviert			Zurücksetzen
Syn	Programmiert			
Batteriestatu	Ok			
Tü	Gryffindor tower			
^ 1 Pin Name	Students Sync	Berechtigt 🗵 Status	Programmiert	
 2 Pin Name 	Professors Sync	Berechtigt 🛛 Status	Programmiert	
 A 3 Pin Name 	House-Elfs Sync	Berechtigt Status	Nicht programmiert	
				Schließen

- 2. Click on the Synchronisation ϕ button.
 - └→ Synchronise window will open.

PinCode sync Hier können Sie die PinCoo							
Schließanlage Hogv	varts					~	
PinCode 💿	Gryffindor electronic portrait (088NKAK)					~	PinCode erkennen
Programmiergerät	SmartStick AX					~	
						In Matrix anzeigen	Çə Synchronisieren
PINCODE DATEN Letzte Synchronisierung	00.05.2024.40.57.02						
	06.05.2024 19:57:02 Aktiviert						Zurücksetzen
	Programmiert						
Batteriestatus	Ok						
Tür	Gryffindor tower						
^ 1 Pin Name	Students	Sync	Berechtigt	×	Status	Programmiert	
^ 2 Pin Name	Professors	Sync	Berechtigt	×	Status	Programmiert	
^ 3 Pin Name	House-Elfs	Sync	Berechtigt		Status	Nicht programmiert	
							Schließen

3. Select the programming device from the ▼ Programming device dropdown menu with which you wish to reset your PIN code keypad.



4. Click on the Reset button 🕀.



NOTE

Resetting PIN code keypads that do not form part of the project

Your AXM Lite can also reset PIN code keypads that were not created in the same project. In this case, however, your AXM Lite does not know the locking system password used.

- In such instances, enter the locking system password when prompted.
- 5. If necessary, enter the locking system password for the locking system to which this PIN code keypad belongs.
- 6. Follow any further instructions as necessary.
 - \mapsto PIN code keypad is reset.

PinCode synchronisieren Hier können Sie die PinCode synchronisieren		
Schließanlage Hogwarts PinCode © Gryffindor electronic portrait (088NKAK) Programmiergerät		PinCode erkennen
PinCode wird zurückgesetzt Abbrechen	Verbindung aufgebaut Bitte halten Sie zwischen Programmiergerät und Gi Schließung einen Abstand von nicht mehr als 1m bis die Programmierung abgeschlossen ist	Ç Synchronisieren G Zurücksetzen
		Schließen

→ PIN code keypad is reset.

Information	
Die PinCode wurde erfolgreich zurückgesetzt	\bigotimes
	ОК

19.7 Viewing connected/supported programming devices

This window can be used to check whether a connected programming device is functional and identified.

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - → AXM bar opens.

AXM Lite 🛃 🕲	®			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	Iransponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e Access Levels			Download error logs
	7 Time Plan Management			

2. Select the **Programming devices** entry in the | SETTINGS | group.

EINSTELLUNGEN

🖉 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

→ Window with programming devices will open.

Programmiergeräte

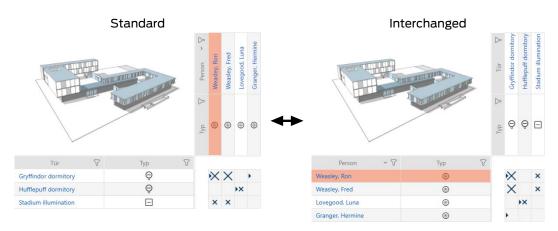
Verbundene Programmiergeräte

Name	Status	S/N	Firmwareversion
SmartStick AX	nicht verbund	le	
SmartCD aktiv	verbunden	14-11160425862	9.10.4.43
			Schließen

This window displays all supported programming devices. Other programming devices will be supported, depending on the edition of the AXM you are using (see *Range of functions for AXM Lite [• 16]*). In the status column, you will see if a programming device is connected and recognised by AXM Lite.

20. Your personalised AXM interface

20.1 Interchanging (transposing) doors and persons in the matrix



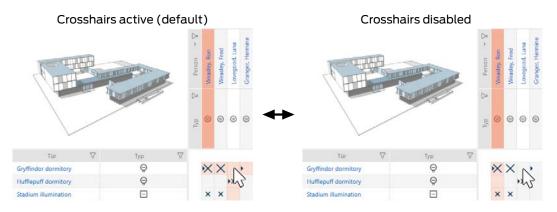
In the standard view, the doors are displayed as rows and the persons as columns. You can also change this.

- ✓ Matrix screen open.
- 1. Click on the 🏟 Configuration button.
 - → The window with the AXM Lite matrix settings will open.

Matrixeinstellungen Hier können Sie die Matrix konfigurieren			
Tausche Plätze von Transpondern und Schließunge Zeige Fadenkrei Vergeben der Berechtigunge Verfügbare Schließungsspalten:	JZ V	isklick <u>~</u> Verfügbare Transponderspalten:	
Raumnummer ~ Angezeigte Schließungsdaten inkl. Reihenfolge: Tür Typ (Symbol) Sync	Hinzufügen Löschen Nach oben Nach unten Zurücksetzen	Typ (Text) Angezeigte Transponderdaten inkl. Reihenfolger Person Typ (Symbol) Sync	Hinzufügen Löschen Nach oben Nach unten Zurücksetzen
		ОК	Abbrechen

- 2. Activate the 🔽 Swap places for transponders and locks check box.
- 3. Click on the OK button.
 - ightarrow The window with the AXM Lite matrix settings closes.
- ightarrow Doors and persons are swapped in the matrix view.

20.2 Select columns and rows in the matrix (enable/disable crosshairs)



The box over which the mouse pointer is currently positioned belongs to a locking device or to your identification medium. The whole row and the whole column are highlighted in colour in the default setting. This allows you to find the locking device or identification medium you require quickly. This function is called crosshairs.

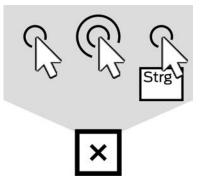
You can deactivate the crosshairs if you wish. In this case, the column or row to which the selected locking device or identification medium belongs is highlighted whether the mouse pointer is hovering over it or not.

- ✓ Matrix screen open.
- 1. Click on the 🏟 Configuration button.
 - → The window with the AXM Lite matrix settings will open.

Matrixeinstellungen dier können Sie die Matrix konfigurieren			
Tausche Plätze von Transpondern und Schließunge Zeige Fadenkreu Vergeben der Berechtigunge	IZ 🗸	sklick <u>~</u>	
Verfügbare Schließungsspalten: Raumnummer ~ Angezeigte Schließungsdaten inkl. Reihenfolge:	Hinzufügen	Verfügbare Transponderspalten: <u>Typ (Text)</u> Angezeigte Transponderdaten inkl. Reihenfolg	
Tür Typ (Symbol) Sync	Löschen Nach oben Nach unten Zurücksetzen	Person Typ (Symbol) Sync	Löschen Nach oben Nach unten Zurücksetzen
		OK	Abbreche

- 2. Activate or deactivate the $\mathbf{\overline{M}}$ Show crosshair check box.
- 3. Click on the OK button.
 - \mapsto The window with the AXM Lite matrix settings closes.
- └→ Crosshairs are no longer displayed.

20.3 Click to change authorisations



There are three ways to set an individual authorisation by clicking on the matrix:

- Single click of the mouse (Standard)
- Double click
- Ctrl + single click
- ✓ Matrix screen open.
- 1. Click on the 🏟 Configuration button.
 - → The window with the AXM Lite matrix settings will open.

Matrixeinstellungen Hier können Sie die Matrix konfigurieren			
Tausche Plätze von Transpondern und Schließunger Zeige Fadenkreu: Vergeben der Berechtigunger	z		
Verfügbare Schließungsspalten: Raumnummer Angezeigte Schließungsdaten inkl. Reihenfolge: Tür Typ (Symbol) Sync	Hinzufügen Löschen Nach oben	Verfügbare Transponderspalten: Typ (Text) Angezeigte Transponderdaten inkl. Reihenfolge Person Typ (Symbol) Sync	Hinzufügen Löschen Nach oben
Sync	Nach unten Zurücksetzen	Jync.	Nach unten Zurücksetzen
		ОК	Abbrechen

2. Choose between the "Single click of the mouse", "Double click" or "Ctrl + single click" entries from the ▼ Issuing of authorisations drop-down menu.

Vergeben der Berechtigungen	Einfacher Mausklick	^
	Einfacher Mausklick	
	Doppelklick	1
	Strg + einfacher Mausklick	

- 3. Click on the OK button.
 - \mapsto The window with the AXM Lite matrix settings closes.
- \mapsto Click for authorisations has been changed.

20.4 Hiding deactivated and defective identification media

This is where you have the option of "clearing up" your matrix and hiding all defective or deactivated identification media. You can recognise such identification media by the \mathcal{O}_1 symbol and by the fact that they can no longer be synchronised.

- ✓ Matrix screen open.
- 1. Click on the 🏟 Configuration button.
 - → The window with the AXM Lite matrix settings will open.

Matrixeinstellungen Hier können Sie die Matrix konfigurieren			
Tausche Plätze von Transpondern und Schließunge Zeige Fadenkreu Vergeben der Berechtigunge Verfügbare Schließungsspalten:	ız 🗸	isklick <u>~</u> Verfügbare Transponderspalten:	
Raumnummer Angezeigte Schließungsdaten inkl. Reihenfolge: Tür Typ (Symbol) Sync	Hinzufügen Löschen Nach oben Nach unten Zurücksetzen	Typ (Text) Angezeigte Transponderdaten inkl. Reihenfolge: Person Typ (Symbol) Sync	Hinzufügen Löschen Nach oben Nach unten Zurücksetzen
		OK	Abbrechen

- 2. Disable the \square Show deactivated transponders checkbox.
- 3. Click on the OK button.
 - \mapsto The window with the AXM Lite matrix settings closes.
- → Deactivated and defective identification media are now hidden.

20.5 Showing or hiding rows/columns in the matrix

The following description applies to the columns displayed for locking devices. The identification media rows can be edited in the same way.



- ✓ Matrix screen open.
- 1. Click on the 🏟 Configuration button.
 - → The window with the AXM Lite matrix settings will open.

Matrixeinstellungen Hier können Sie die Matrix konfigurieren			
Tausche Plätze von Transpondern und Schließunger Zeige Fadenkreu Vergeben der Berechtigunger	z 🗸		
Verfügbare Schließungsspalten: Raumnummer ~ Angezeigte Schließungsdaten inkl. Reihenfolge:	Hinzufügen	Verfügbare Transponderspalten: 	Hinzufügen
Tür Typ (Symbol) Sync	Löschen Nach oben Nach unten Zurücksetzen	Person Typ (Symbol) Sync	Löschen Nach oben Nach unten Zurücksetzen
		ОК	Abbrechen

→ The locking device columns currently displayed are listed.

Verfügbare Schließungsspalten:	
Sync ~	Hinzufügen
Angezeigte Schließungsdaten inkl. Reihenfolge:	
Name	Löschen
Typ (Symbol)	Nach oben
	Nach unten
	Zurücksetzen

2. Select the columns to be displayed in the matrix from the ▼ Available lock columns:drop-down menu.

Verfügbare Schließungsspalten:	
Sync ^	Hinzufügen
Sync	
Raumnummer	Löschen
Etage	Nach oben
Typ (Text)	Nach unten
S/N	
Status	Zurücksetzen

3. Add and delete columns with the Add or Delete buttons.

Verfügbare Schließungsspalten:	
Raumnummer ×	Hinzufügen
Angezeigte Schließungsdaten inkl. Reihenfolge:	
Name	Löschen
Typ (Symbol)	Nach oben
Sync	Nach unten
	Zurücksetzen

- 4. Use the Up or Down buttons to change the order.
- 5. You can also use the Reset button to restore the default display.
- 6. Click on the OK button.
 - \mapsto The window with the AXM Lite matrix settings closes.
- └→ Columns are changed as required.

20.6 Reading access list/physical access list during synchronisation

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - → AXM bar opens.

AXM Lite 🔒 🕲	•			Q. Global search
WERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	1 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Select the AX Manager settings entry in the | SETTINGS | group.

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

- \mapsto The AXM bar will close.
- \mapsto The window with the AXM Lite settings will open.
- 3. Go to the [Synchronisation] tab.

AX Manager – Einstellun Hier können Sie die Einstellungen des AX Manage		
Allgemein Auto. Nummerierung Zutrittslister	Synchronisierung	Matrix
SYNCHRONISIERUNGSEINSTELLUNGEN		
Lesen der Zutrittsliste während der Sync	nronisierung einer Sch	nließung
Lesen der Begehungsliste während der Synchro	nisierung eines Trans	ponders

4. Activate the **▼** Reading the access list during synchronisation of a lock or **▼** Reading the personal audit trail during transponder synchronisation checkboxes if required.

OK Abbrechen

- 5. Click on the OK button.
 - \mapsto The window with the AXM Lite settings closes.
- → The access list or physical access list will also be imported during synchronisation in the future.

20.7 Limiting the number of access list entries in the database

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite 🛃 🔞	R			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🧬 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	7 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Select the AX Manager settings entry in the | SETTINGS | group.

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

- \mapsto The AXM bar will close.
- \mapsto The window with the AXM Lite settings will open.

OK Abbrechen

3. Go to the [Access lists] tab.

	AX Manager – Einstellungen Hier konnen Sie die Einstellungen des AX Managers bearbeiten			
Allgemein	Auto. Nummerierung	Zutrittslisten	Synchronisierung	Matrix
nic	STEN BEGRENZEN cht begrenzen itlich 365		Tage	
na	ich Anzahl 200		Zutritte	

- 5. Click on the OK button.
 - \mapsto The window with the AXM Lite settings closes.
- → Access list restriction is configured.

20.8 Pinning tabs

Experience has shown that you need some entries from the AXM bar more frequently.

AXM Lite 🛃 🔞	6			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🔊 Matrix View	Cocations	Locking Systems	About AX Manager
r Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	Time Plan Management			

You will see a grey pushpin next to some entries. You can use this pushpin to pin the entry in question and open it automatically the next time you start AXM Lite.

Start (Locks entry not pinned)	Start (Locks entry pinned)		
Matrixansicht ×	Matrixansicht × Türen ×		

- ✓ AXM Lite open.
- 2. Click on the grey pushpin \bigotimes next to the entry you wish to pin.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🖉 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Zeitplansteuerung
 - → Pushpin turns orange.

SCHLIESSANLAGENSTEUERUNG

- 🔗 Matrixansicht
- 🔗 Türen
- 🖉 Transponder
- 🖉 PinCode Tastaturen
- 🖉 Berechtigungsgruppen
- Zeitplansteuerung
- → The pinned entry is automatically opened the next time the AXM Lite is started.

20.9 Changing automatic numbering

AXM Lite takes over the numbering of personnel and doors for you by default.

Personnel number	rs	Door numbers	
PERSONENDETAILS			
Nachname	Weasley	TÜRDETAILS	
Vorname	Ron	Name	Gryffindor dormitory
Personalnummer	DN 1	Tür-Code	DC-00001
- reisonamunmer	FIN-1		
PN-1		DC- 00001	
PN- 2		DC- 00002	
PN-X		DC-XXXXX	

The abbreviations PN- (personnel number) and DC- (door code) can be changed in the AXM Lite properties:

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

WERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🖉 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	e ² Access Levels			Download error logs
	Time Plan Management			

2. Select the AX Manager settings entry in the | SETTINGS | group.

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

- \mapsto The AXM bar will close.
- → The window with the AXM Lite settings will open.

OK Abbrechen

3. Go to the [Auto. Numbering] tab.

KGEN onalnummer PN- Tür-Code DC-	nein A	uto. Nummerierung	Zutrittslisten	Synchronisierung	Matrix		
	AGEN						
	Tur-	code DC-					

- 4. Enter the required abbreviations in the *Personnel number* or *Door code* fields.
- 5. Click on the OK button.
 - \mapsto The window with the AXM Lite settings closes.
- ➡ Personnel numbers and door codes will be generated with the modified abbreviation in the future.
- ► Existing personnel numbers or door codes will remain unchanged.

20.10 Changing the language

The AXM Lite is available in different languages. All available languages are automatically installed during installation.

When you launch the program for the first time, you will see a special window where you can set up your first project. The normal login window will then appear:

DJEKT
Admin
Deutsch ~
Anmelden und Öffnen

Select your preferred language in the *Password* field.

ANMELDEN AM PR	OJEKT	
Benutzername	Admi	n
Kennwort		
		Deutsch ^
	-	Deutsch
		English
		Français
		Italiano
	=	Dutch
		Belg
	:=	Dansk
		Svenska

20.11 Preventing generated reports from opening automatically

By default, your reports created in AXM Lite open immediately so that you can read them.

However, this can disrupt your workflow in the case of many reports. This is why you can set whether reports should be opened automatically or not:

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - → AXM bar opens.

OK Abbrechen

AXM Lite (Manual)

E AXM Lite 🛃 @	କ୍ତ			드 경 Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
🖈 Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🖉 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	a Access Levels			Download error logs
	Time Plan Management			

2. Select the AX Manager settings entry in the | SETTINGS | group.

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

- \mapsto The AXM bar will close.
- → The "AX Manager settings" window will open.
- 3. Change to the tab [Reports].

		er Einste nstellungen des		
Allgemein	Berichte	Zutrittslisten	Kennwörter	Synchronisierung
ADRESSE				
Unternel	hmen 📗			
Ko	ontakt			
S	traße			
	PLZ			
	Ort			
	Tel.			
E	-Mail			
LOGOS				
Kopfzeile	e Hier kö	onnen Sie eine B	ilddatei für die	Kopfzeile auswählen
Fußzeile	e Hier ki	önnen Sie eine B	ilddatei für die	Fußzeile auswählen

- 4. Disable the 🗖 Open PDF documents after saving checkbox.
- 5. Click on the OK button.
 - → "AX Manager settings" window closes.
- → In future, reports will now no longer open automatically after saving.

21. Administrative tasks



21.1 Creating a backup

Your database and thus your workload can be quickly restored if a backup is copied on a regular basis.

You can easily create the backup in AXM Lite itself:

On the login screen (Project backup button \bigcirc):

Alternatively: in the expandable AXM bar (Project backup button):

ÜBERSICHT

- 🖉 Dashboard
- 🖉 Protokoll

Sicherung

This section explains how to back up the database using the expandable AXM bar.

- ✓ AXM Lite open.
- 1. Click on the orange AXM icon \equiv AXM.
 - \rightarrow AXM bar opens.

VERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖋 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	17 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	Time Plan Management			

2. Click on the **Project backup** entry in the | OVERVIEW | group.

ÜBERSICHT

- 🖉 Dashboard
- 🖉 Protokoll
- Sicherung

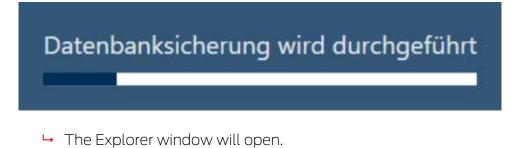
- \mapsto The AXM bar will close.
- └→ The window for assigning passwords will open.

Passwortsc Bitte vergeben Sie ein	hutz eigenständiges Passwort für die Datenbanksicherung
Passwort	
Passwort wiederholen	
Qualität	
	OK Abbrechen

- 3. Enter a password in the *Password* field to protect this backup.
 - \mapsto A coloured bar shows you how secure your password is.

Quality 📃

- 4. Repeat the entered password in the *Repeat password* field.
- 5. Click on the OK button.
 - → The window for assigning passwords closes.
 - \mapsto Backup is being created.



6. Save the backup file (extension: .axmbackup) in a file directory of your choice.

Speichern unter							>
← → ∗ ↑ 🛄	\rightarrow Dieser PC \rightarrow Volume (D:) \rightarrow AXM \rightarrow AXM Lite	> Backup					
Organisieren 🛩	Neuer Ordner					1 0 •	• •
Schnellzugriff Dokugenerate 20 Bilddatenb	Nami # nk # v		Änderungsdatum Es wurden keine Su	Typ ichergebnisse gefund	Größe den.		
Dateinames	AXM Lite Project_03052021_1245.axmbackup						
Dateityp:	AXM Backup (*.axmbackup)						
	AXM Backup (*.axmbackup)					Speichern Abb	1

- → Explorer window closes.
- → Backup is complete.

Information	
Datenbanksicherung erfolgreich abgeschlossen	j
	ОК

You can also see when you last created a backup on the AXM Lite login screen:



21.2 Restoring the backup

If you restore a backup, restore the database to a previously backed-up state.



NOTE

Backup has no influence on locking devices

The restore only applies to the database. It has no effect on existing identification media and locking devices.

- Synchronise identification media and transponders if necessary (see Synchronisation: Comparison between locking plan and reality [> 290]).
- ✓ Backup available (see *Creating a backup* [▶ 336]).
- 1. Click on the Restore. \bigcirc button on the login screen.
 - → The Explorer window will open.
- 2. Go to your backup.
- 3. Click on the Open button.
 - → Explorer window closes.
 - ► Password prompt window will open.

Passwor	tschutz			
Bitte geben Sie Kennwort!)	zur Wiederherstellung	das Sicherungspa	sswort ein (nicht da	s Anmelden-
Passwort				
			ОК	Abbrechen

- 4. Enter the password you entered while creating the backup in the *Password* field.
- 5. Click on the OK button.
 - └→ Password prompt window closes.
 - \mapsto The database is restored.

Datenbankwiederherstellung wird durchgeführt

21.3 Exporting error logs

Error logs help to resolve support cases more quickly and pinpoint any problems more quickly.

LSMLog-20210427.log
LSMLog-20210428.log
LSMLog-20210429.log
ESMLog-20210430.log
ESMLog-20210503.log
LSMLog-ProgrammingProcess-20210430_001.log
LSMLog-ProgrammingProcess-20210430_002.log
LSMLog-ProgrammingProcess-20210430_003.log
LSMLog-ProgrammingProcess-20210503.log
LSMLog-ProgrammingProcess-20210503_001.log

You can export error logs either on the login screen (Error Files \uparrow button) or in the AXM bar (Download error files button).

The following description explains how to export the error logs using the AXM bar:

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖋 Matrix View	Cocations	Locking Systems	About AX Manager
r Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	17 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	P Access Levels			Download error logs
	Time Plan Management			

2. Select the Download error files entry in the | INFO & HELP | group.

INFO & HILFE

Über AX Manager

SimonsVoss Online Support

Auf Updates überprüfen

Feedback

Fehlerdateien herunterladen

- \mapsto The Explorer window will open.
- 3. Save the error log (file extension: .zip) to a file directory of your choice.
- \mapsto The error log is now exported.

21.4 Displaying version number and licence key for the AXM installed

- ✓ AXM Lite open.

AXM Lite 🔒 🔞	•			Q, Global search	- 0
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP	
Dashboard	A Matrix View	Cocations	Cocking Systems	About AX Manager	
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support	
Backup	🖉 Transponder	Hashtags	AX Manager settings	Check for updates	
Close Project	PinCode Keyboards		Programming devices	Feedback	
Close AX Manager	C Access Levels			Download error logs	
	7 Time Plan Management				

2. Select the About AX Manager entry in the | INFO & HELP | group.

INFO & HILFE

Über AX Manager

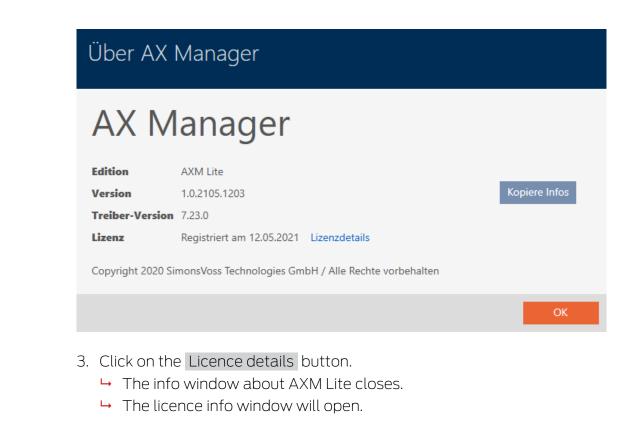
SimonsVoss Online Support

Auf Updates überprüfen

Feedback

Fehlerdateien herunterladen

└→ The info window about AXM Lite will open.



Lizenzdet	ails
LIZENZINFORMATIO	NEN
Edition	AXM Lite
Registriert am	12.05.2021
Registriert für	SimonsVoss Technologies GmbH
	Feringastraße 4, 85774 Unterföhring, Deutschland Rantenian Deigen Lanberton perpet Biologen 2000 Lanberton perpet Biologen 2000
Lizenzschlüssel	
	Schließen

4. Click on the Close button.

 \mapsto The licence info window closes.

You can also register your AXM Lite here (see *Registration* [> 31]).

21.5 User management

21.5.1 Changing the user password

Your user password must meet the following requirements:

- Be at least 8 characters long
- Contain upper and lower case letters

You can achieve even greater security if you also include numbers (1234...) and special characters (!\$%&?...).

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖋 Matrix View	Cocations	Locking Systems	About AX Manager
r Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback.
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Select the Change user password entry in the | SETTINGS | group.

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

→ The window for changing the user password will open.

Kennwortände Hier können Sie das Kennwort	
Benutzername	Admin
Altes Kennwort	
Neues Kennwort	
Neues Kennwort wiederholen	
Qualität	
	OK Abbrechen

- 3. Enter your current user password in the *Old password* field.
- 4. Enter your new password in the *New password* and *Repeat new password* fields.
 - \vdash A coloured bar shows you how secure your password is.

Kennwortände Hier können Sie das Kennwort	<u> </u>
Benutzername	Admin
Altes Kennwort	*****
Neues Kennwort	*****
Neues Kennwort wiederholen	******
Qualität	
	OK Abbrechen

 \vdash The user password has now changed.



21.5.2 Increase password security

Passwords are a key component in your security concept. You can increase security using various settings:

Password must be changed regularly	After the configured change interval has ex- pired, the user must assign a new password.
	You can set the change interval yourself using <i>Prescribed change interval (in days)</i> .
✓ Lock the user after 3 incorrect password at- tempts	The new password must not be the same as any of the last ten passwords.
	If a user has entered the password incorrectly three times, they will no longer be able to log in until they have been unlocked.
✓ Use password history of the last 10 pass- words	Benutzername AdminAL Kennwort ********* Deutsch ~ Anmelden und Öffnen
	Der Benutzer wurde gesperrt. Bitte wenden sie sich an den Projekt-Administrator. You as <i>Admin</i> must delete and create a new <i>AdminAL</i> user in AXM Lite.

	AXM Lite automatically rejects trivial pass- words such as "12345678".			
	Information			
✓ High password security	Das gewählte Kennwort entspricht nicht den Sicherheitsanforderungen. Um die Qualität des Kennwortes zu erhöhen, benutzen Sie Groß- und Kleinbuchstaben, Ziffern und Sonderzeichen.			
	ОК			
☑ Lock AXM when idle after (in minutes)	If your AXM Lite does not detect any actions within the configured idle time, your AXM Lite is automatically blocked.			

✓ AXM Lite open.

- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

DVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖋 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	of Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	Access Levels			Download error logs
	C Time Plan Management			

2. Select the AX Manager settings entry in the | SETTINGS | group.

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

AX Manager Einstellungen

Programmiergeräte

- \mapsto The AXM bar will close.
- \mapsto The window with the AXM Lite settings will open.
- 3. Go to the Passwords tab.
- 4. Select the required checkboxes.

- 5. Click on the OK button.
 - \mapsto The window with the AXM Lite settings closes.
- \mapsto New password requirements are active.

22. Statistics and logs



22.1 Displaying and exporting a locking device's access list

The ZK function (access control) enables your locking devices to log which identification media have been activated (see *Have accesses logged by locking device (access list)* [• 228]). The logged access events can then be imported during synchronisation and written into the database (see *Reading access list/physical access list during synchronisation* [• 327] and *Synchronising the locking device (including reading access list)* [• 291]).

You can view and export the access list in the database.



NOTE

Displayed status corresponds to the last synchronisation

AXM Lite displays the status stored in the database at this point.

- ✓ AXM Lite open.
- ✓ Locking device synchronised at least once.
- 1. Click on the locking device whose access list you wish to display.
 - \mapsto The locking device window will open.

Schließung – De Hier können Sie Details der Schli				Ç Synchronisieren	In Matrix anzeigen
1 Details	SCHLIEBUNGSDETAILS				,
2 Konfiguration	Seriennummer	0083TPRU			
3 Ausstattung	Schließungstyp	♀ Schließzylinder			~
	Bestellcode	SV-Z5.EU.CO.35-35.AM.G2.ZK			
4 Zustand	Firmware Version	1.1.541			
5 Aktionen	Letzte Synchronisierung	18.05.2021 17:13:31			
6 Berechtigungsgruppen	Sync	Programmiert			
7 Hashtags					
8 Zutrittsliste	TÜRDETAILS				
9 Berechtigte Transponder	Name Gryffin	dor dormitory			
	Tür-Code DC-00	001			
	Beschreibung				
	✓ GEBĀUDEDETAILS		~ ZEITFUNKTIONEN		
	Raumnummer		Zeitplan	~	+ Neu
	Etage		Zeitumschaltung 🔽	Zeitumschaltung 1 ~	+ Neu
	Standort Stando	ort (Standard) ~	Feiertagsliste	~	+ Neu
	California Califo	.d. (Ckanadana))			
			< Zurück	Weiter > Fertigstellen	Abbrechen

2. Click on the Access list tab.



- └→ Window switches to the "Access list" tab.
- → The imported access list is displayed (only for locking devices that have already been synchronised).

Konfiguration Image: Configuration Ausstattang Datum Image: Configuration V S/N Zugriff Zustand 20.05.2021 21:17:00 Weasley, Fred 002U2EP8 Erlaubt Aktionen 20.05.2021 21:17:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 20:37:00 System Neustart Image: Configuration Erlaubt 20.05.2021 20:37:00 Selbstverriegelung Image: Configuration Erlaubt 20.05.2021 20:37:00 Selbstverriegelung Image: Configuration Erlaubt 20.05.2021 20:37:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 17:10:00 Uhreit neu gesetzt Verweigert	Details	ne Zutrittsliste einsehen (nur bei Aussta					
Datum V Besitzer V S/N Zugriff Zutand 20.05.2021 21:17:00 Weasley, Fred 002U2EP8 Erlaubt Aktionen 20.05.2021 21:17:00 Weasley, Ron 002U2KLC Erlaubt Berechtigungsgruppen 20.05.2021 20:37:00 System Neustart 02.002 (UKLC) Erlaubt Haktags 20.05.2021 20:37:00 Selbstverriegelung 002U0KLC Erlaubt 20.05.2021 20:37:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt	Konfiguration						
Zutand 20.05.2021 21:17:00 Weasley, Fred 002U2EP8 Erlaubt Aktionen 20.05.2021 21:17:00 Weasley, Ron 002U0KLC Erlaubt Berechtigungsgruppen 20.05.2021 20:37:00 System Neustart Erlaubt Erlaubt Aktionen 20.05.2021 20:37:00 Selbstverriegelung Erlaubt Erlaubt Autritistate 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt Zutrittslate 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt Berechtigte Transponder 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt	Ausstattung	Datum	Besitzer	\$7 S/N	N T	Zuariff	
Actionent Zummer Zumm	Zustand	20.05.2021 21:17:00	Weasley, Fred	002		_	
Berechtigungsgruppen 20.05.2021 20:37:00 System Neustart Indextem Erlaubt Hashtags 20.05.2021 20:37:00 Selbstverriegelung Erlaubt Erlaubt Zurittsläte 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt Berechtigte Transponder 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt	Aktionen	20.05.2021 21:17:00	Weasley, Ron	002	2U0KLC	Erlaubt	
Hashtags 20.05.2021 20:37:00 Selbstverriegelung Erlaubt Hashtags 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt Zutrittsliste 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt Berechtigte Transponder 20.05.2021 20:35:00 Weasley, Ron 002U0KLC Erlaubt		20.05.2021 20:37:00	System Neustart			Erlaubt	
Zutrittsliste 20.05.2021 20.35:00 Weasley. Ron 002U0KLC Erlaubt Berechtigte Transponder 20.05.2021 20.35:00 Weasley. Ron 002U0KLC Erlaubt	Berechtigungsgruppen	20.05.2021 20:37:00	Selbstverriegelung			Erlaubt	
20.05.2021 20:35:00 Weasley. Ron 002U0KLC Erlaubt	Hashtags	20.05.2021 20:35:00	Weasley, Ron	002	2U0KLC	Erlaubt	
Berechtigte Transponder	Zutrittsliste	20.05.2021 20:35:00	Weasley, Ron	002	2U0KLC	Erlaubt	
20.05.2021 17:10:00 Uhrzeit neu gesetzt Verweigert	Parashtiata Transpondar	20.05.2021 20:35:00	Weasley, Ron	002	2U0KLC	Erlaubt	
	berechtigte transponder	20.05.2021 17:10:00	Uhrzeit neu gesetzt			Verweigert	
		20.05.2021 17:10:00	Uhrzeit neu gesetzt			Verweigert	

- 2. Click on the Export \uparrow button.
 - \mapsto The Explorer window will open.
- 3. Save the exported access list to a file directory of your choice.→ Explorer window closes.
- \mapsto The access list is exported.



Zutrittsliste für die Schließung 'Gryffindor dormitory'

Datum	Besitzer	S/N	Zugriff	Schließungskomponente
30.05.2021 04:57:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:55:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:54:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:53:00	##ServiceTld_IDS_AX_ SETTIME		Verweigert	Master
30.05.2021 04:42:00	Weasley, Ron	002U2EP8	Erlaubt	Master
30.05.2021 04:37:00	##ServiceTld_IDS_AX_ SYSSTART		Erlaubt	Master
30.05.2021 04:37:00	##ServiceTld_IDS_TTL _SELF_CLOSE		Erlaubt	Master
21.05.2021 11:26:00	Weasley, Fred	002U2EP8	Erlaubt	Master
21.05.2021 11:26:00	Weasley, Ron	002U0KLC	Erlaubt	Master
21.05.2021 11:26:00	Weasley, Fred	002U2EP8	Erlaubt	Master
21.05.2021 11:13:00	Weasley, Ron	002U0KLC	Erlaubt	Master
21.05.2021 11:13:00	Weasley, Ron	002U0KLC	Erlaubt	Master
21.05.2021 11:13:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 21:17:00	Weasley, Fred	002U2EP8	Erlaubt	Master
20.05.2021 21:17:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 20:37:00	##ServiceTld_IDS_AX_ SYSSTART		Erlaubt	Master
20.05.2021 20:37:00	##ServiceTld_IDS_TTL _SELF_CLOSE		Erlaubt	Master
20.05.2021 20:35:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 20:35:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 20:35:00	Weasley, Ron	002U0KLC	Erlaubt	Master
20.05.2021 17:10:00	##ServiceTld_IDS_AX_ SETTIME		Verweigert	Master
30.03.2019 00:45:00	##ServiceTld_IDS_DM _DOOR_CLOSED		Erlaubt	Master

Simons Voss

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22.2 Displaying and exporting physical access lists for cards/ transponders

If required, your identification media can log which locking devices they were activated on (see *Allow accesses to be recorded by identification media (physical access list) [• 103]*). The entries saved in this physical access list are then transferred to the database during synchronisation, for example (see *Synchronise a card/transponder (including importing physical access list) [• 304]*).

You can view and export the physical access lists saved in the database.

NOTE

Displayed status corresponds to the last synchronisation

AXM Lite displays the status stored in the database at this point.

- ✓ AXM Lite open.
- ✓ Identification medium synchronised at least once.
- 1. Click on the identification medium whose physical access list you wish to display.
 - └→ The identification medium window will open.

Transponderkonfiguration Transpo Berechtigungsgruppen Firmware				
Z Transponderkonfiguration Transpo Berechtigungsgruppen Firmware	ummer			
3 Berechtigungsgruppen Firmware		002U0KLC		
Firmware	ndertyp	Transponder		~
4 Hashtags Letzte Synchron	Version	3.2.19		
	sierung	20.05.2021 20:16:25		
5 Aktionen	Sync	Programmiert		
6 Begehungsliste Batter	estatus	Ok		
7 Berechtigte Türen Zei	gruppe	test		~
Besch	eibung			
Nachnar		sley		
Vornar	ne Ror			
Personalnumm	er PN-	1		
		< Zurück Weiter >	Fertigstellen	Abbrechen

2. Clicking on the Personal audit trail tab



└→ Window switches to the "Personal audit trail" tab.

Details Tansponderkönfiguration Berechtigungsgroppen Hashtags Aktionen Begehungsläte Berechtigte Türen Turen Vander Sprifindor dormitory 0083TPRU 1000 105.2021 11:13:00 Gryffindor dormitory 0083TPRU 1000 105.2021 11:13:00 Gryffindor dormitory 0083TPRU 1000 1000 105.2021 11:13:00 Gryffindor dormitory 0083TPRU	Transponder – Be Hier können Sie bei aktivierter Be	egehungsliste gehungsliste die ausgelesenen Bi	egehunge	en des Transponders einsehen		Synchronisieren	In Matrix anzeigen
Iransponderkonfiguration Löschen Export Berechtigungsgruppen Datum Tür S/N LID S/D Hashtags 21.05.2021 11:27:00 Gryffindor dormitory 0083TPRU 10000 Aktionen 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 Begehungsliste 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000	1 Details						
Hashtags Datum Tür S/N LID Aktionen 21.05.2021 11:27:00 Gryffindor dormitory 0083TPRU 10000 Aktionen 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 Begehungsliste 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000	2 Transponderkonfiguration						
Hashtags 21.05.2021 11:27:00 Gryffindor dormitory 0083TPRU 10000 Aktionen 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 Begehungsliste 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000	Berechtigungsgruppen		_	_		-	_
Aktionen 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 Begehungsliste 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000	Hashtags		Y	-		-	V
Begehungsliste 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000					0083TPRU		
21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000	Aktionen						
Berechtigte Türen 21.05.2021 11:13:00 Gryffindor dormitory 0083TPRU 10000	Begehungsliste	21.05.2021 11:13:00			0083TPRU	10000	
	Berechtigte Türen	21.05.2021 11:13:00		Gryffindor dormitory	0083TPRU	10000	

- 3. Use *Y* to sort/filter the displayed entries if required (see *Sorting and filtering* [► 37]).
- 4. Click on the Export \uparrow button.
 - → The Explorer window will open.
- 5. Save the exported physical access list to a file directory of your choice.
 - └→ Explorer window closes.
- → Physical access list is exported.



Begehungsliste für den Transponder '002U0KLC'

Datum	Tür	S/N	LID	
21.05.2021 11:27:00	Gryffindor dormitory	0083TPRU	10000	
21.05.2021 11:13:00	Gryffindor dormitory	0083TPRU	10000	
21.05.2021 11:13:00	Gryffindor dormitory	0083TPRU	10000	
21.05.2021 11:13:00	Gryffindor dormitory	0083TPRU	10000	
Simons Voss	Gedruc	ckt am: 21.05.2021		

22.3 Display doors for which a specific identification medium is authorised

Alternatively, you can also display the identification media authorised for a door: *Displaying identification media which are authorised for a specific door* [> 353]

- ✓ AXM Lite open.
- ✓ Identification medium available.
- ✓ Locking device available.
- ✓ Identification media list or matrix open.
- 2. Click on the identification medium for which you wish to know the doors that it is authorised for.
 - └→ The identification medium window will open.
- 3. Click on the 🛑 Authorised doors tab.



└→ Window switches to the "Authorised doors" tab.

Tra Ber	rtails ansponderkonfiguration rechtigungsgruppen	Tür Gryffindor dormite Stadium illuminati		7	Etage 🛛 🏹	Raumnummei 🏹		Standort 🛛 🍸	Bereich 🛛 🖓	LID
Bei										
	rechtigungsgruppen	Stadium illuminati	DC 00004				Gryffindor tower	Hogwarts	Systemgruppe	10000
			DC-00021				Quidditch field	Hogwarts	Systemgruppe	0
На	ishtags									
Ak	tionen									
Be	gehungsliste									
Be	rechtigte Türen									
De	rechugte furen									

→ Doors for which the identification medium is authorised are displayed.

22.4 Displaying identification media which are authorised for a specific door

Alternatively, you can also display the doors for which a specific identification medium is authorised: *Display doors for which a specific identification medium is authorised* [+ 352]

- ✓ AXM Lite open.
- ✓ Identification medium available.
- ✓ Locking device available.
- ✓ Locking device list or matrix view open.
- 2. Click on the locking device whose authorised identification media you wish to view.
 - → The locking device window will open.
- 3. Click on the Authorised transponders tab.

Berechtigte Transponder

- \mapsto Window switches to the "Authorised transponders" tab.
- └→ Identification media that are authorised for the door are displayed.

22.5 Displaying a locking device's equipment features

A locking device's equipment features are also imported during synchronisation. This allows AXM Lite to check whether the locking device is actually able to handle the required settings at all (e.g. whether an access control function is available).

You can display the imported equipment features in AXM Lite:

- ✓ AXM Lite open.
- Locking device available.
- Locking device list or matrix view open.
- ✓ Locking device synchronised.
- 2. Click on the locking device whose equipment features you wish to display.
 - → The locking device window will open.
- 3. Click on the Features tab.

Ausstattung

- → Window switches to the "Features" tab.
- → Equipment features are displayed.

22.6 View statistics and warnings (dashboard)

AXM Lite comes with a new dashboard that gives you statistics on your database at a glance.

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	1 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	C Access Levels			Download error logs
	Time Plan Management			

2. Select the Dashboard entry in the | OVERVIEW | group.

ÜBERSICHT

🖉 Dashboard

🖉 Protokoll

Sicherung

Projekt schließen

AX Manager beenden

- \rightarrow The AXM bar will close.
- → The [Dashboard] tab will open.

nsicht × Suche 3 × Dashboard ×						
Dashboard Projekt: AXM Lite Project						
STATISTIK	• •	WA	RNUNGEN		٥	0
Anzahl Schließanlagen:	1	Status 77		Warnungstyp	8eschreibung	
		*	31.05.2021 01:03:35		/ austaus Schließung 'Gryff	
Anzahl Türen:	3	84 84	31.05.2021 00:52:03 30.05.2021 19:29:30		/ austaus: Schließung 'Gryff / austaus: Schließung 'Gryff	
Anzahl nicht programmierter Schließungen:	2	<u> </u>	30.05.2021 19:29:30	Semicouring deleters	schlebung Gryff	indor d
Anzahl Transponder:	4					
Anzahl nicht programmierter Transponder:	1					
Anzahl Berechtigungsgruppen:	4					
Anzahl Berechtigungsausnahmen:	4					

 \mapsto Dashboard is displayed.

On the right-hand side you can see the statistics on your database and on the left-hand side you can see warnings:

- 2. Click on the warning entry in the Warning column.
 - → Warning will open.

Warnu Hier können S	ng - Bearbeiten Sie die Warnung bearbeiten
DETAILS	
Titel	Schließung defekt / austauschen
	Schließung 'Gryffindor dormitory' muss zurückgesetzt werden.
Text	
Erledigt?	
Kommentar	
	OK Abbrechen

- 3. Change the *Title* and *Text* fields as required.
- 4. Deal with the warning if necessary. Then return to the warning and activate the **I** Completed? checkbox.
- 5. Enter input into the *Comment* field.
- 6. Click on the OK button.
 - → Warning closes.
- → Warning appears in the dashboard with a check mark as resolved.

22.7 Tracking activities in the database (log)

Every change and every setting in the database is logged in AXM Lite. This allows you to track who changed what in the database and when they made the changes.

The log archiving period can be adjusted (see *Setting the log archiving period* [+ 358]).

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

AXM Lite	6			Q. Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🝠 Matrix View	Cocations	Locking Systems	About AX Manager
/ Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	17 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	P Access Levels			Download error logs
	Time Plan Management			

2. Select the Protocol entry in the | OVERVIEW | group.

ÜBERSICHT

- 🖉 Dashboard
- 🖉 Protokoll

Sicherung

Projekt schließen

AX Manager beenden

- \mapsto The AXM bar will close.
- → The [Protocol] tab will open.

\equiv AXM Lite	£. ©.		🗕 🗖 🗙 Q. Globale Suche
Matrixansicht $ imes$	Protokoll ×		
Filter Aktualisi	ieren Export Anzeig	F gefilter löschen	ć
Nr.	Datum ~	Uhrzeit	Beschreibung
673	31.05.2021	17:18:23	Transponder 'dsds, ' wurde gelöscht
672	31.05.2021	17:14:40	Transponder 'dsds, ' wurde erstellt
671	31.05.2021	16:36:19	Benutzer 'Admin' hat sich angemeldet
670	31.05.2021	16:25:21	Benutzer 'Admin' hat sich angemeldet
669	31.05.2021	16:24:53	Benutzer 'Admin' hat sich angemeldet
668	31.05.2021	08:41:26	Transponder 'Lovegood, Luna (000X9C10)' wurde programmiert
667	31.05.2021	08:40:21	Transponder 'Weasley, Percy' wurde zurückgesetzt
666	31.05.2021	08:40:21	Am Transponder eine Softwarereset durchgeführt
665	31.05.2021	08:39:44	Transponder 'Lovegood, Luna' wurde programmiert
664	31.05.2021	08:38:36	Transponder 'Lovegood, Luna' wurde programmiert
663	31.05.2021	08:33:26	Schließung 'Gryffindor dormitory (000E04GX)' wurde programmiert
662	31.05.2021	07:49:58	Benutzer 'Admin' hat sich angemeldet
661	31.05.2021	02:31:47	Schließung 'Gryffindor dormitory' wurde zurückgesetzt
660	31.05.2021	02:31:45	An der Schließung eine Softwarereset durchgeführt
659	31.05.2021	02:31:45	An der Schließung eine Softwarereset durchgeführt
Benutzer: Admin			Projekt: AXM Lite Project Simons Voss

- 3. Use **∑** to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 37]).
- → Log is displayed.

The Export \uparrow button also allows you to export the log to provide a permanent backup.

22.7.1 Setting the log archiving period

- ✓ AXM Lite open.
- 1. Click the orange AXM button \equiv AXM.
 - \rightarrow AXM bar opens.

	କ୍ତ			Q, Global search
OVERVIEW	LOCKING SYSTEM MANAGEMENT	ORGANISATION STRUCTURE	OPTIONS	INFO & HELP
Dashboard	🖉 Matrix View	Cocations	Locking Systems	About AX Manager
* Protocol	Ø Doors	Buildings	Change User Password	SimonsVoss Online Support
Backup	🧭 Transponder	Hashtags	AX Manager settings	Check for updates
Close Project	PinCode Keyboards		Programming devices	Feedback
Close AX Manager	a Access Levels			Download error logs
	Time Plan Management			

2. Select the AX Manager settings entry in the | SETTINGS | group.

EINSTELLUNGEN

🔗 Schließanlagen

Benutzerkennwort ändern

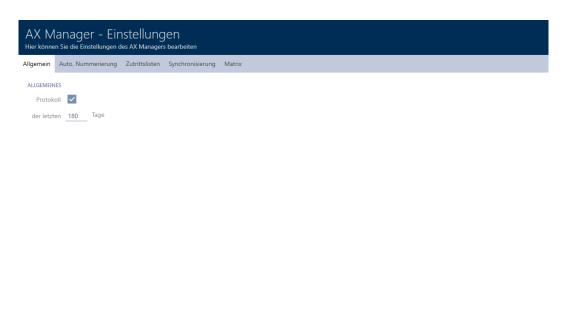
AX Manager Einstellungen

Programmiergeräte

- \mapsto The AXM bar will close.
- → The window with the AXM Lite settings will open.

OK Abbrechen

3. Go to the [General] tab.



- 4. If you do not wish to log the changes to the database at all: Activate the 🔲 Protocol checkbox.
- 5. Enter the required archiving period (max. 670 days).
- 6. Click on the OK button.
 - \mapsto The window with the AXM Lite settings closes.
- → Protocol is limited to the required duration.

23. Background knowledge and explanations

23.1 Identification media, locking devices and the locking plan

Using identification media

The collective term identification medium refers to all components with which a person can identify themselves on a locking device. This primarily includes:

- Transponder
- E Cards (smart card)
- Tags (smart tag)
- PIN code keypad

|--|--|--|

Identification media can communicate using the following technologies:

- Active technology (25 kHz)
- Passive technology (RFID, 13.56 MHz)
- Bluetooth Low Energy (BLE, 2.4 GHz)
- Active identification media (= transponders, PIN code keypad 3068) have a battery and can start communicating with a locking device themselves (actively).
- Passive identification media (= cards, tags) do not have a battery and must be powered by the locking device via an induction field. Only then can you communicate with the locking device.
- Identification media with BLE (= PIN code keypad AX and AX2Go) have a battery like active identification media, but communicate with the locking device via BLE.

Each technology offers advantages, depending on its specific use.

Your cards and transponders have two numbers that are important:

- Serial number (permanently stored in the identification medium and imported during synchronisation)
- TID (flexibly assigned by AXM Lite and written on the identification medium during synchronisation)

The serial number is a unique number for each identification medium while the TID is only unique in your locking system.

The database establishes a link between the imported serial number and the TID (transponder ID) during synchronisation. This means that AXM Lite knows which serial number and which TID belong together.

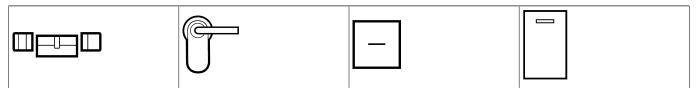


However, this link is confined to AXM Lite and is not written onto identification media or locking devices. A locking device uses the TID (and not the serial number) to check whether an identification medium is authorised or not.

About locking devices

The collective term "locking devices" refers to all components which are "activated" with an identification medium. Locking devices are usually installed in or on a door (except SmartRelay). Locking devices primarily include:

- Locking cylinders
- SmartHandles
- SmartRelays
- SmartLocker



Locking devices can also communicate with identification media using different technologies:

- Active
- Passive
- BLE

It is important that the technologies used match. A passive locking device can normally only be opened with a passive identification medium, but not an active one.

Like an identification medium, each locking device has two important numbers:

S/N 🍸	Schließungs ID
000C1957	129
000DSP7E	128
000E04GX	10000
000DC331	10001

- Serial number (permanently stored in the locking device; imported during synchronisation)
- Lock ID (LID for short; flexibly assigned by AXM Lite and written onto the locking device during synchronisation)

The database establishes a link between the imported serial number and the LID in the database during synchronisation. This means that AXM Lite knows which serial number and which LID belong together. However, this link is confined to AXM Lite and is not written onto identification media or locking devices. A locking device uses the TID (and not the serial number) to check whether an identification medium is authorised or not.

Normally, you don't need to concern yourself with the TID and LID as your AXM Lite does everything in the background.

About the locking plan

Put very simply, the matrix is mapped and saved to the locking plan. Among other things, it contains the authorisations. Thanks to the locking plan, locking devices and identification media know who is authorised to use either.

23.2 "Engaging", "opening", "locking", etc.

Different locking device types respond differently to an authorised identification medium due to their design:

Locking device	Response	User action	
Locking cylinders	Engage: The electronic thumb-turn connects to the cam mechan- ically.	Open: 1. Turn thumb-turn. 2. Take the door handle. 3. Pull open door with door handle.	
SmartHandles	Engage: The handle on the electronic side connects to the spindle mechanically.	Open: 1. Press the handle. 2. Pull open door with door handle.	

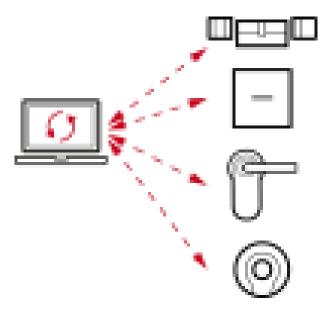
Locking device	Response	User action	
SmartRelays	Switching: The relay contact in SmartRe- lay switches. Depending on the SmartRelay, this is a make contact or a changeover con- tact.	No further action required. The door is generally already open.	
	Connected electrical doors now open.		
SmartLocker AX	Retract dead bolt: The motor block in the SmartLocker retracts the dead bolt and releases the door.	Open: 1. Pull the door open.	

As a general rule, the following applies: No locking device except SmartRelay is able to open, close or lock a door. Action is always required from the user (e.g. turning the thumb-turn and pulling the door open). Even SmartRelay requires a connected door control unit, a connected motor or similar.

Term	Meaning	
Activate	An identification medium is activ- ated on a locking device.	
Engage	Locking cylinder and SmartHandle: The electronic thumb-turn or the electronic handle connect to the cam or spindle.	
Open	A door is opened by the user (after a locking cylinder has been engaged, for example).	
Close	A door is closed by the user and clicks shut. The mortise lock dead bolt has not extended yet.	
Disengage	Locking cylinder and SmartHandle: The electronic thumb-turn or the electronic handle disengage from the cam or the spindle.	
Switch	Only for SmartRelay: The relay switches and the relay contacts close or switch.	

Term	Meaning
Lock	Only for locking cylinders: The lock- ing cylinder is engaged and the thumb-turn is turned once. The mortise lock dead bolt extends.
Lock securely	Only for locking cylinders: The lock- ing cylinder is engaged and the thumb-turn is turned twice. The mortise lock dead bolt extends fully.

23.3 Synchronisation of database and actual state



Everything you change in AXM Lite is stored in the database only (for the time being). There is no automatic connection between the database and your locking devices or identification media.

Data is transmitted in both directions during synchronisation:

- From the database to the locking device/identification medium, e.g. authorisation changes
- From the locking device/identification medium to the database, e.g. battery levels

IMPORTANT

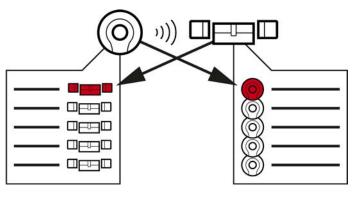
Changes to the locking system only take effect after synchronisation

If you edit the locking system with the AXM Lite, the changes are initially only saved to your database.

Your actual components will not know about these changes until they are synchronised.

- 1. Regularly check the components in the matrix for synchronisation requirements (see *The AXM's structure* [+ 35]).
- 2. In the event of critical incidents (e.g. identification medium lost), it is particularly important to synchronise immediately after responding to the incident (see *Synchronisation: Comparison between locking plan and reality* [▶ 290]).

23.4 Access and physical access lists



Physical access list

Access list

If an identification medium addresses a locking device, both can log this action (the access control function is a prerequisite for the locking device).

Card configuration with an AV template is required for cards.

- The locking device concerned is saved to a physical access list in the identification medium.
- The identification medium concerned is saved to an access list in the locking device.

Both lists can be read during synchronisation and imported into the database, for example:

- Synchronising the locking device (including reading access list) [> 291]
- Synchronise a card/transponder (including importing physical access list) [> 304]

You can then view both lists:

Displaying and exporting a locking device's access list [> 348]

Displaying and exporting physical access lists for cards/transponders
 [> 350]

23.5 Event management

The time management in System 3060 is very extensive and offers a wide range of setting options. There are basically two independent time functions:

- Restrict authorisations to specific times (*Time groups and schedules* [> 366])
- Automatically engage locking devices (*Time switchovers* [> 370])



NOTE

Summertime and wintertime

The time and switchover times in the device from which synchronisation takes place are used for all time-controlled functions and saved in the locking device.

Before synchronising, check that the date and time are set correctly.

23.5.1 Time groups and schedules

Here you can see an example of how a schedule and time group work together:

Initial situation

For the sake of simplicity, let's say your sample company consists of three people:

- 1. Employee
- 2. Intern
- 3. Cleaner

Your example company also has two doors:

- 1. Main entrance
- 2. Laboratory

There are also the following important time periods in your sample company:

- Flexitime between 7:00 to 22:00 hours
- Core hours between 9:00 to 16:00 hours
- Cleaning time between 17:00 to 19:00 on Tuesdays and Thursdays

Considerations for time restriction to authorisations

As a responsible business owner, you consider the following:

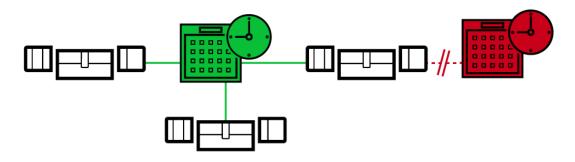
Considera- tions for:	Main entrance	Laboratory	
Employee	Your employee may enter the building during the entire flexitime period and also between 7:00 to 22:00 hours on weekends.	Your employee may enter the laboratory during the en- tire flexitime and also between 7:00 to 22:00 hours on weekends.	
Intern	Your intern shouldn't have to wait outside for your em- ployee to come in when the weather is bad. Con- sequently, your intern may also enter the building during the entire flexitime between 7:00 to 22:00 hours on working days.	The laboratory is a danger- ous workplace. To protect your intern, you want them only to be able to enter the laboratory under your em- ployee's supervision. You therefore limit your intern's access to the laboratory to working days and to your employee's core working hours (9:00 to 16:00).	
Cleaner	Your cleaner may enter the building during cleaning hours between 17:00 to 19:00 on Tuesdays and Thursdays.	The laboratory is dangerous and, consequently, only trained personnel may enter. Cleaning staff may possibly change and are therefore trained persons. As a result, you do not want your cleaner to enter the laborat- ory at all.	

You can see that there are two doors where you wish to control authorisations with three different times. You will thus need:

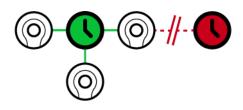
- Two schedules for doors or locking devices:
 - "Main entrance" schedule
 - "Laboratory" schedule
- Three time groups for the people in the company:
 - "Employee" time group
 - Intern" time group
 - "Cleaner" time group

New schedule or new time group?

 There is one schedule per locking device, but any number of locking devices can be assigned per schedule.



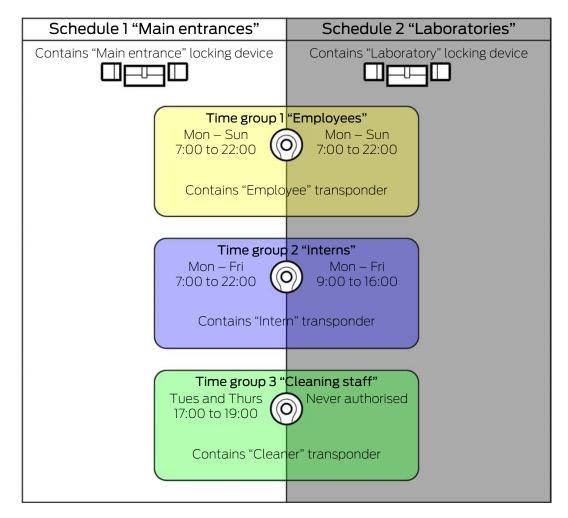
 One time group per identification medium, but any number of identification media can be assigned per time group.



 All time groups are visible/selectable in all schedules but are set individually for each schedule. If you create and set a new time group in one schedule, the time group will also appear in all other schedules. However, it is only available there and is set as "not authorised" by default for security reasons.

New schedule	New time group
needs to be able to enter using two	If two identification media are to be able to enter using the same locking device at different times.
As you can only assign one time group to each identification me- dium, you assign a separate sched- ule to the locking devices in this case.	As you can only assign one schedule per locking device, you assign a sep- arate time group to the identifica- tion media in this case.
Example: Although the intern's transponder may open the main en- trance between 7:00 to 22:00 hours, the same transponder may only open the laboratory between 9:00 to 16:00 hours.	Example: The employee may open the main entrance locking device between 7:00 to 22:00 hours daily, but the intern may only use the same locking device between 7:00 to 22:00 hours on working days.

Schematic diagram



	Main entrance	Laboratory
Employee	 Your employee's transponder: "Employees" time group 	 Your employee's transponder: "Employees" time group
	 Main entrance locking device: "Main entrances" schedule 	 Laboratory locking device: "Laboratories" schedule
	 "Employees" time group authorised in "Main entrances" schedule between 7:00 to 22:00 daily 	 "Employees" time group authorised in "Laboratories" schedule between 7:00 to 22:00 daily
	Your employee can enter the main entrance between 7:00 to 22:00 hours daily.	Your employee can enter the labor- atory between 7:00 to 22:00 hours daily.

	Main entrance	Laboratory	
Intern	 Your intern's transponder: "Interns" time group 	 Your intern's transponder: "Interns" time group 	
	 Main entrance locking device: "Main entrances" schedule 	 Laboratory locking device: "Laboratories" schedule 	
	 "Interns" time group authorised in the "Main entrances" schedule between 7:00 to 22:00 on working days 	 "Interns" time group authorised in "Laboratories" schedule between 9:00 to 16:00 on working days 	
	Your intern can enter the main en- trance between 7:00 to 22:00 on working days.	Your intern can enter the laboratory between 9:00 to 16:00 on working days.	
Cleaner	 Transponders for your cleaner: "Cleaning staff" time group 	 Transponders for your cleaner: "Cleaning staff" time group Main entrance locking device: 	
	 Main entrance locking device: "Main entrances" schedule 		
	 "Cleaning staff" time group authorised in the "Main entrances" schedule between 17:00 to 19:00 on working days 	 "Laboratories" schedule "Cleaning staff" time group never authorised in the "Laboratories" schedule 	
	Your cleaner can enter the main en- trance between 17:00 to 19:00 on Tuesdays and Thursdays.	Your cleaner can never enter the laboratory.	

23.5.2 Time switchovers

You can automatically engage and disengage your locking devices with time switchovers.

- 1. To do this, specify days and time intervals in a time switchover (see *Creating a time switchover* [> 58]).
- 2. Then add the locking devices you require to this time switchover (see *Engaging and disengaging locking devices automatically with time switchover* [222]).
- 3. Last of all, determine the required behaviour for each of the locking devices you require (see *Engaging and disengaging locking devices automatically with time switchover* [▶ 222]).

As a general rule, the following applies:

- Use Your locking devices behave as in office mode within a time interval.
- Your locking devices behave as in impulse opening mode outside a time interval.

The behaviour can be regulated even more precisely with the following options:

✓ ZEITUMSCHALTUNG-KONFIGURATION

Manuelles Auskuppeln
 Manuelles Einkuppeln

Transponder aktiv: immer

- Automatisches Auskuppeln
 - Automatisches Einkuppeln
- Transponder aktiv: nur, wenn ausgekuppelt

Manuelles Auskuppeln

Locking device disengages:

- Outside the time intervals and
- If authorised identification medium is activated

It remains disengaged. You can also engage the locking device outside the time intervals for the set impulse duration using an authorised identification medium (see *Leaving the locking device open for longer, less time or permanently* [+ 229] for setting the impulse duration).

Automatisches Auskuppeln

Locking device disengages:

Time interval ends

It remains disengaged. You can also engage the locking device outside the time intervals for the set impulse duration using an authorised identification medium (see *Leaving the locking device open for longer, less time or permanently* [+ 229] for setting the impulse duration).

Manuelles Einkuppeln

Locking device engages:

- Within the time intervals and
- If authorised identification medium is activated

Example: Store in the shopping centre where the sliding door mustn't open automatically during the shopping centre's opening hours. The store owner could be delayed due to a traffic jam and the store would open with noone in control.

Locking device remains engaged for the time interval.

You can also disengage the locking device during the time interval using an authorised identification medium (exception: • Transponder aktiv: Nur, wenn ausgekuppelt option activated).

Locking device then remains disengaged until:

 You press an identification medium again during the same time interval: Locking device engages again, time switchover continues as usual.

- In the case of
 Manuelles Einkuppeln option: a new time interval starts and an identification medium is activated.
- In the case of
 Automatisches Einkuppeln option: a new time interval starts.

Automatisches Einkuppeln

Locking device engages:

time interval starts

Locking device remains engaged for the time interval.

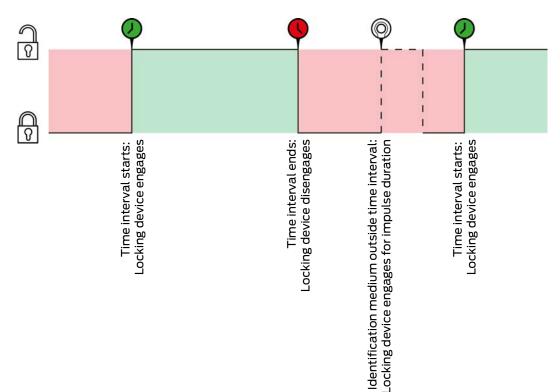
You can also disengage the locking device during the time interval using an authorised identification medium (exception: • Transponder aktiv: Nur, wenn ausgekuppelt option activated).

Locking device then remains disengaged until:

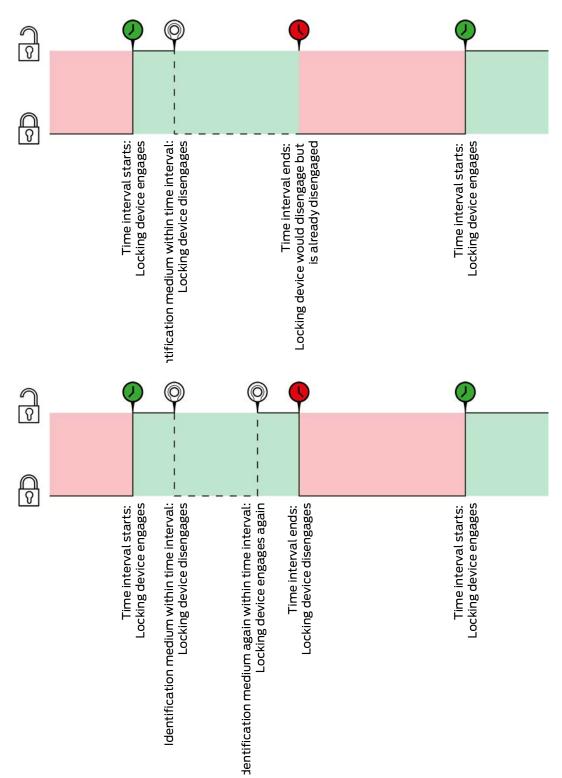
- You press an identification medium again during the same time interval: Locking device engages again, time switchover continues as usual.
- In the case of
 Manuelles Einkuppeln option: a new time interval starts and an identification medium is activated.
- In the case of
 Automatisches Einkuppeln option: a new time interval starts.

23.5.2.1 Examples

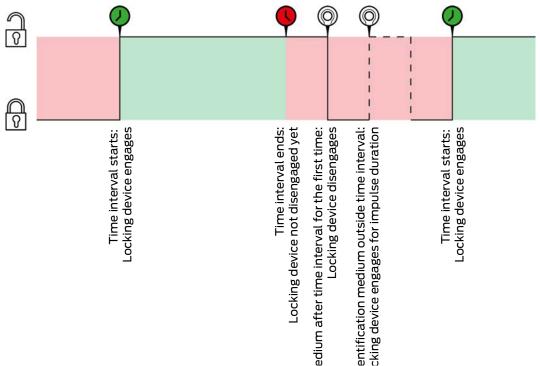
Automatisches Einkuppeln, Automatisches Auskuppeln



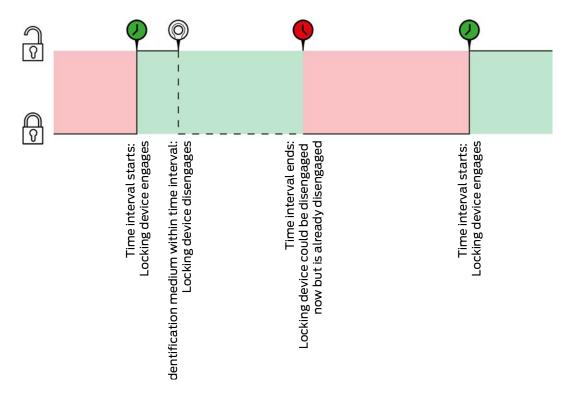
The • Transponder aktiv: immer option must be selected for the two following examples as, otherwise, the identification medium cannot be activated within the time interval.

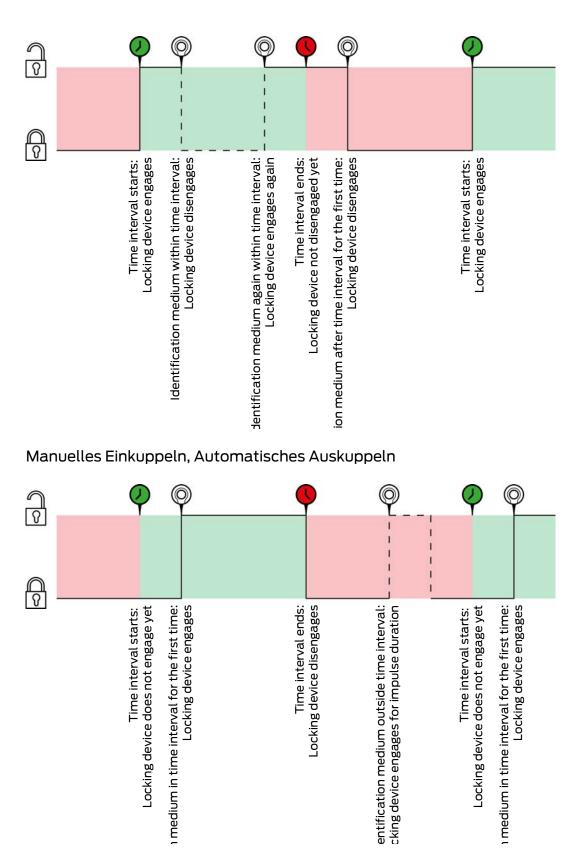


Automatisches Einkuppeln, Manuelles Auskuppeln



The [•] Transponder aktiv: immer option must be selected for the two following examples as, otherwise, the identification medium cannot be activated within the time interval.



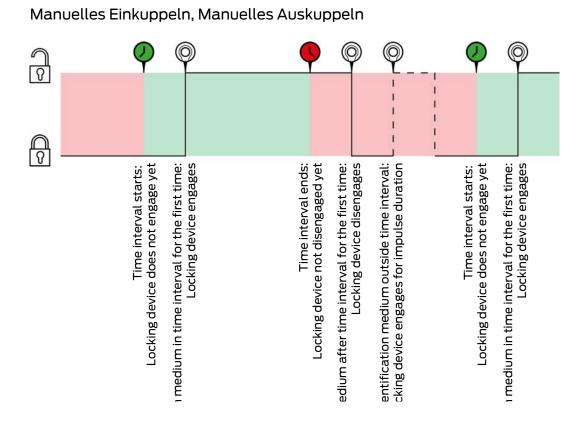


The Transponder aktiv: immer option must be selected for the two following examples as, otherwise, the identification medium cannot be activated within the time interval.

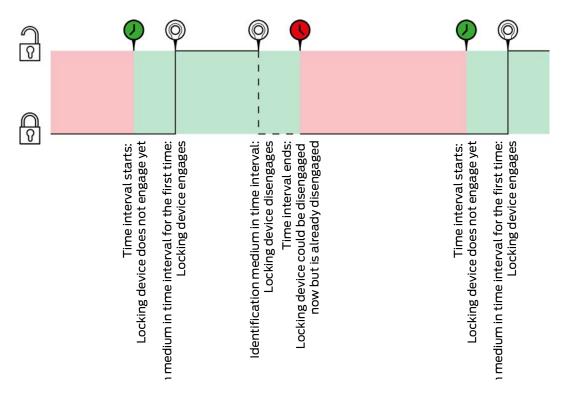
23. Background knowledge and explanations

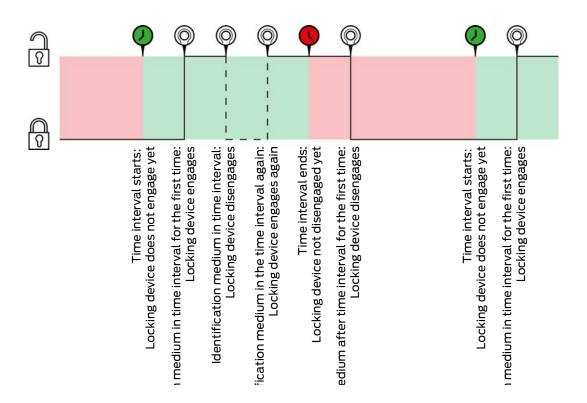
376 / 383

Ŷ			Ŷ	
Time interval starts: Locking device does not engage yet	ı medium in time interval for the first time: Locking device engages	Identification medium in time interval: Locking device disengages Time interval ends: Locking device would disengage but is already disengaged	Time interval starts: Locking device does not engage yet	ı medium in time interval for the first time: Locking device engages
P			Ŷ	
Time interval starts: Locking device does not engage yet	i medium in time interval for the first time: Locking device engages Identification medium in time interval: Locking device disengages	fication medium in the time interval again: Locking device engages again Time interval ends: Locking device disengages	Time interval starts: Locking device does not engage yet	n medium in time interval for the first time: Locking device engages

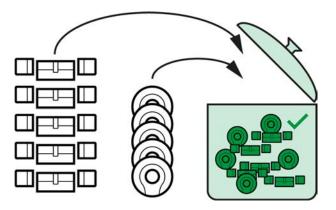


The Transponder aktiv: immer option must be selected for the two following examples as, otherwise, the identification medium cannot be activated within the time interval.





23.6 Access levels



Access levels are available for the first time with the introduction of AXM Lite.

The principle of an access level is very simple, similar to a melting pot. Within an access level, all locking devices are normally authorised on all identification media.

We say "normally" because you can also manually remove authorisations from individual identification media. This gives you full freedom to decide on authorisations, but you can do most of the work in an access level.

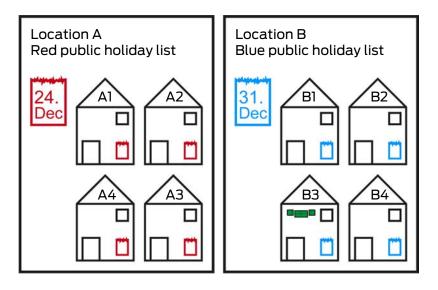
Identification media and locking devices can be assigned to a number of access levels.

Access levels are an organisational component. Ideally, you should set up your access levels before your locking devices and identification media (see *Best practice: setting up the locking system* [+ 29] and *Creating access levels* [+ 44]).

23.7 Passwords used

- User password: Protects your AXM Lite against unauthorised persons logging in and changing your locking system.
- Locking system password: Protects communication between the different components in your locking system (e.g. between a transponder and a locking cylinder).
- Backup passwords: Protects your AXM Lite against outdated locking system statuses being restored.

23.8 Buildings and locations



A location contains buildings and, optionally, a public holiday list.

A building always belongs to a location. Therefore, you must always have at least one location in your database. AXM Lite thus creates a standard location in new projects. You can delete it as soon as you have created your own locations.

Locations and buildings are particularly useful for organisation. For this reason, they should also be created before the locking devices in line with best practice (see *Best practice: setting up the locking system* [\bullet 29]) (see *Creating a location* [\bullet 69] and *Creating a building and assigning it to a location* [\bullet 72]).

Public holiday lists and locations

As a rule, you only assign buildings to a location that are actually at the same location. It is therefore very likely that all these buildings will be subject to the same public holidays (e.g. all buildings at the Munich site: Bavarian public holidays apply to all buildings).

The public holiday lists are particularly interesting for time-controlled locking devices. Locking devices are conveniently always assigned to a building, which in turn is assigned to a location (mandatory information). Assigning a public holiday list to each locking device is a laborious task. Instead, you can assign the same public holiday list to all locking devices in buildings with the same location by simply assigning a public holiday list to the entire location.

The public holiday list assigned in this way applies to all locking devices at this location. In the example, the red public holiday list has been assigned to location A and the blue public holiday list to location B.

If other public holidays should apply to individual locking devices (for whatever reason), you can overwrite the location's public holiday list in the locking device properties (see *Limiting authorisations for locking devices to specific times (schedule) [> 220]*). In the example, a green public holiday list was assigned to a locking device in building B3 at location B. The blue public holiday list continues to apply to all other locking devices in building B3 and other buildings at location B.

23.9 Hashtags

Hashtags are an additional option for organising your locking system. Use any keyword for locking devices and identification media.

The installation situation, for example, would be good keyword: #glassdoor

23.10 DoorMonitoring

DoorMonitoring is an additional feature for recording door statuses and displaying them in your AXM Lite .

This requires locking devices with the associated sensors (=DoorMonitoring locking devices).



NOTE

DoorMonitoring without direct networking ("WaveNet") available to a limited extent

In a directly networked locking system, locking devices connected to the WaveNet can immediately transmit their DoorMonitoring events via the network. You can see these events in your locking plan software (e.g. AXM) in no time.

Locking devices without WaveNet also log their DoorMonitoring events and save them in the access list. You will only see these events after reading the access list in your locking plan software.

For example, DoorMonitoring locking cylinders are fitted with a special sensor fastening screw.



23.10.1 Possible DoorMonitoring states of locking cylinders

- Door open/closed
- Door locked
- Door securely locked
- Door open for too long
- Forend screw manipulated

23.10.2 Possible DoorMonitoring states of SmartHandles

- Door open/closed
- 👪 Door open for too long
- Locked (only for self-locking mortise locks)
- Handle in use/not in use

23.10.3 Possible DoorMonitoring states of SmartRelais 3

- Input 1 active/inactive
- Input 2 active/inactive
- Input 3 active/inactive
- Sabotage detection

24. Help and other information

Information material/documents

You will find detailed information on operation and configuration and other documents on the website:

https://www.simons-voss.com/en/documents.html

Software and drivers

Software and drivers can be found on the website:

https://www.simons-voss.com/en/service/software-downloads.html

Declarations of conformity

You will find declarations of conformity and other certificates on the website:

https://www.simons-voss.com/en/certificates.html

Technical support

Our technical support will be happy to help you (landline, costs depend on provider):

+49 (0) 89 / 99 228 333

Email

You may prefer to send us an email.

support-simonsvoss@allegion.com

FAQs

You will find information and help in the FAQ section:

https://faq.simons-voss.com/otrs/public.pl

Address

SimonsVoss Technologies GmbH Feringastr. 4 D-85774 Unterfoehring Germany



This is SimonsVoss

SimonsVoss, the pioneer in remote-controlled, cable-free locking technology provides system solutions with a wide range of products for SOHOs, SMEs, major companies and public institutions. SimonsVoss locking systems combine intelligent functionality, high quality and awardwinning design Made in Germany.

As an innovative system provider, SimonsVoss focuses on scalable systems, high security, reliable components, powerful software and simple operation. As such, SimonsVoss is regarded as a technology leader in digital locking systems.

Our commercial success lies in the courage to innovate, sustainable thinking and action, and heartfelt appreciation of employees and partners.

SimonsVoss is a company in the ALLEGION Group, a globally active network in the security sector. Allegion is represented in around 130 countries worldwide (www.allegion.com).

Made in Germany

SimonsVoss is truly committed to Germany as a manufacturing location: all products are developed and produced exclusively in Germany.

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